



Coffee Break

Question on Software or Operating system.

Rename Photo Images.

When you download images from your digital camera they will all have the cameras' own allocated file name which will consist of an identification code consisting of alphabetical characters and photo number.

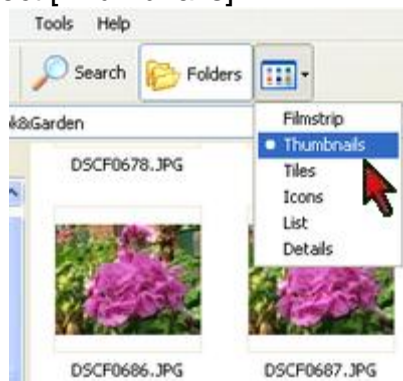
Not a good indication of what the photos are. Placing them in a specially named folder helps to identify what type of images they are, holidays, birthday party and so on.

But while you were on holidays you will have visited different places.


Fishing village, mountain lookout or fun park. All in the same folder they may become scattered throughout as you revisit the fishing village or mountain lookout.

You can rename a whole batch of photos with just a few key strokes.

Open the folder with your images using Windows Explorer, click the [Views] button and select [Thumbnails].



Select the batch of images you want to rename.

1. To select all, first left click the first image then press the shift key and left click the last image.
2. To select individual images left click the images while holding down the control  key and select your individual images.



Click the Right Mouse Button

If you have selected all images then just right click the first image.

If you have chosen individual images then continue to hold down the control key and right click one of the images.

From the pop-up menu select [Rename].



Now all you have to do is choose a name, preferably an appropriate one.

Once you have renamed the original file, (don't forget the file extension) press [Enter].

All your selected files will contain the new file name plus numeral numbers all in order.

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This method also applies to other files not only images.