

# Photoshop Elements Basics & Beyond

## MAC<sup>®</sup> Organizer Catalog Back-Up DVD Installation Instructions

Revised 5-29-2011

**Print this information & read and follow the directions.**

Installation of the Organizer Catalog Backup is easy but you need to read and follow the directions **EXACTLY**. I have included screenshots to make it easy for you. I receive emails from my customers who have trouble installing this file because they have not read the instructions.

### General Information

This DVD is protected by U.S. Copyright law. If you have not paid The Digital Scrapbook Teacher (or one of their retail partners) for this DVD you are committing an act of piracy, regardless if your friend gave you permission to use their copy. The DigitalScrapbookTeacher.com will pay a reward for information regarding piracy of their products. Please report any acts of copyright infringement of our products through our Contact Us page at [www.TheDigitalScrapbookTeacher.com](http://www.TheDigitalScrapbookTeacher.com).

This is a DVD. If you do not have a DVD drive on your computer you will not be able to copy the Organizer File to your computer.

You do not need to copy the **BOOK** DVD Kits, Coupons or Organizer tags to your computer. This DVD replaces them. The practice photos are not included in the Organizer catalog. There are also Actions which are covered on pages 313-316 and Brushes which are covered on pages 165-167 that are not included in the Organizer catalog that you can take off the Book DVD.

When you restore (install) this Organizer Catalog according to the directions below you will be able search through the supplies by color, element type, theme, and designer, speeding up your digi-scraping dramatically.

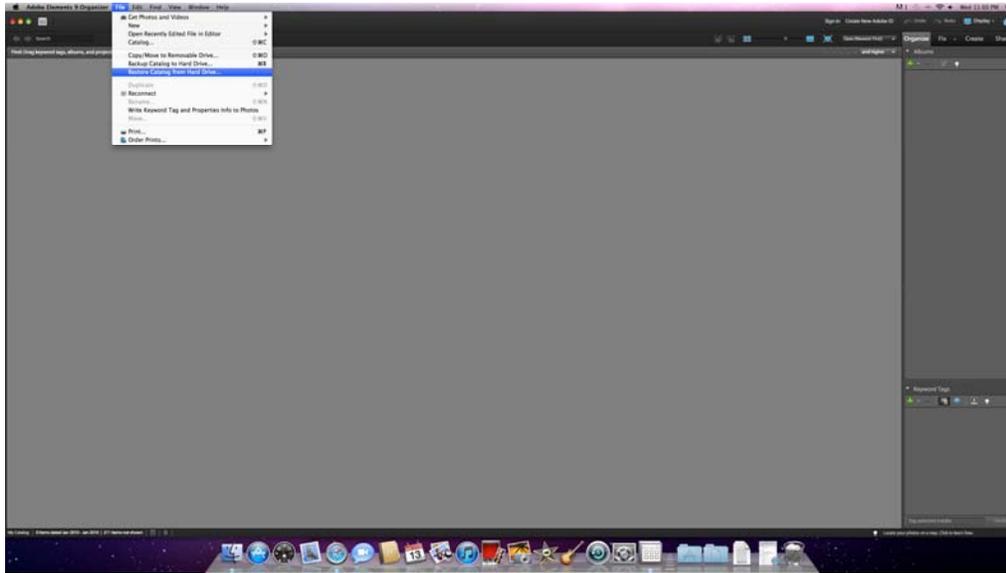
There are more than 300 tags and sub-categories that will appear in your Organizer Catalog once installed. However not all of them have been used. If you feel that you will never need a certain tag, it's easy to delete it from the catalog by right clicking on the tag and choosing the delete option.

Organizer Catalogs cannot be combined. If you are going to organize other digital scrapbook supplies, it is best to install this Organizer Catalog **FIRST**, and then add to it. If you purchased and installed the Organizer from our first book it is easy to work with multiple catalogs.

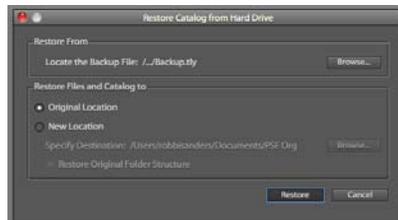
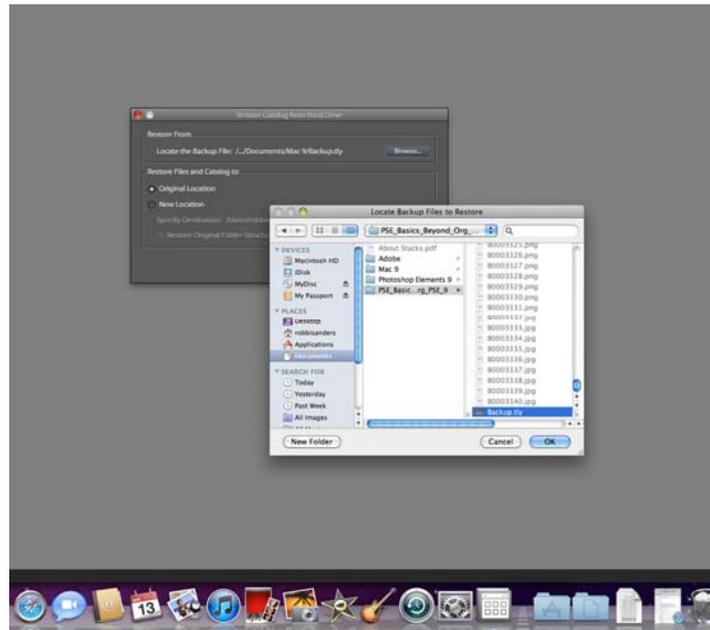
It is easy to make new catalogs for photos, etc., and scrap with both catalogs; this is explained in detail in my book. I prefer to keep two separate catalogs. I have one catalog for my photos and another one for my scrapbook supplies.

**Please Note: The Organizer was not added to the Mac version of Photoshop Elements until version #9. If you have earlier Mac versions you do not have the Organizer feature and this product will not work for you.**

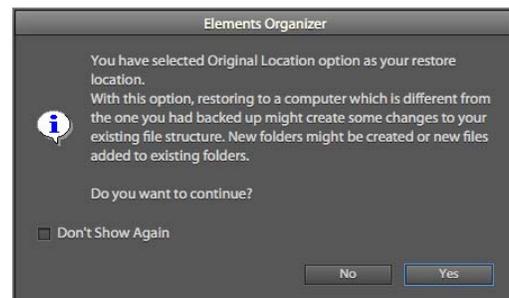
1. Put the DVD into the disc drive.
2. Copy the folder from the DVD onto your computer.
3. Open Photoshop Elements. When the Welcome Screen appears click on Organize.
4. From the Organizer Menu Bar choose File>Restore Catalog from Hard Drive.



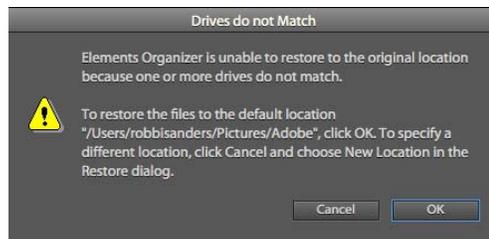
5. In the *Restore from* box click on the Browse button to find the location where you copied the folder. Double click on the folder to open it. Click on the file Backup.tly to select it and then click on OK.
6. In the *Restore Files and Catalog to* box choose Original Location. Click the Restore button.



7. Click the Yes button when this message appears.

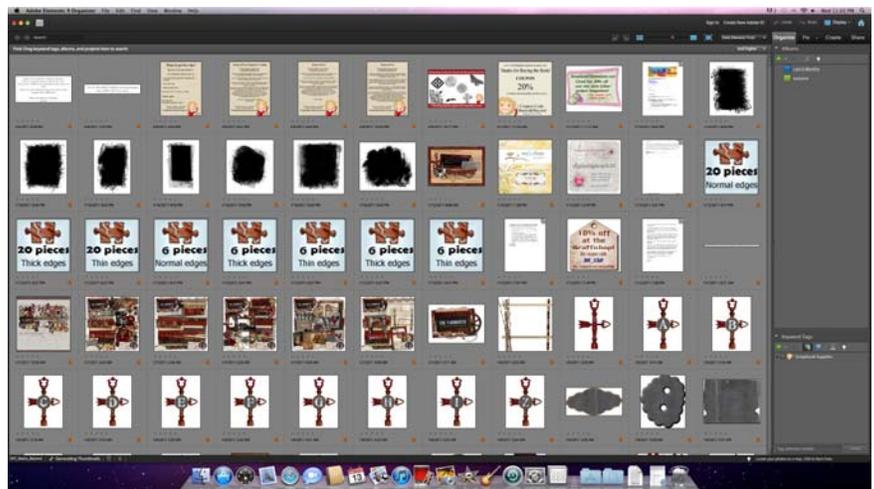


8. When the *Drives do not Match* warning appears click the OK button and Elements will begin restoring files.
9. If you receive any kind of a warning box that says a file cannot be restored because it is damaged click OK to All or Yes to All.
10. A message will appear when the restore has been completed successfully.



11. Once restored you will see all of the scrapbooking supplies from the book companion DVD. The only items that are not included in the Organizer Catalog are the practice photos and actions as shown on page 313-315 of *Photoshop Elements Basics & Beyond* by Patty Debowski. To stay organized so that you can work much faster, I recommend adding all of your scrapbooking supplies to this organizer catalog and tagging them. Complete instructions for this are included in the Organization chapter beginning on page 177 in *Photoshop Elements Basics & Beyond* by Patty Debowski.

As you add to this Organizer Catalog, set up a back-up schedule so that you will always have an extra copy of your work. Keep a back-up copy in a different location than your home to prevent against a disaster.



If you have added images to this Organizer Catalog do not restore the DVD file again or it will overwrite your Organizer and the tagging of images you've done will be lost.

If/when you upgrade your version of Photoshop Elements, convert your Organizer Catalog by choosing File>Catalog>Convert and your catalog will be converted to the new version.

I can promise you that every minute you spend organizing and tagging your images will pay off!

## Organizer Tips

Tag your supplies as you download them so you don't end up with a lot to do at one time.

I don't save layered Scrapbook Pages (.psd files) in my Organizer because it seems to slow it down. You may not have this same experience.

The Digital Scrapbook Teacher sells all of our template sets and scrapbook papers pre-tagged so you don't have to do the work!

## Possible Problems

You may have to turn off your virus protection if you can't copy the DVD file onto your computer.