

# Glossary

Throughout *My Digital Photography for Seniors*, a lot of digital photography, smartphone, and tablet-related terminology was used. This glossary helps you understand some of the more commonly used terms.

**album**—A collection of images/photos stored and/or showcased together on a computer, mobile device, online, or in hard copy form.

**Android**—A mobile device operating system created by Google and used by a vast selection of smartphones and tablets manufactured and sold by a wide range of companies, including Samsung, HTC, Sony, and Motorola.

**app**—A program designed to run on a smartphone or tablet.

**Apple iCloud Photo Library**—An online-based feature of Apple's iCloud service that enables Apple computer and mobile device users (as well as Windows PC users who install special software) to back up, sync, and share their entire digital photo library. Image syncing can be done automatically between all the user's own computers and iOS mobile devices linked to the same iCloud account.

**Apple ID**—The unique username and password that grants Apple users access to any of Apple's online-based services and businesses, including the App Store, iTunes, iCloud, FaceTime, and iBookstore. To create or manage a free Apple ID account, visit <https://appleid.apple.com>.

**application**—A computer program or software package designed to run on a Windows-based PC or Mac computer.

**autofocus sensor**—A feature built in to digital cameras that enables the photographer to automatically focus on the intended subject(s). When using the camera built in to a smartphone or tablet, the autofocus sensor activates automatically when taking pictures of people but often needs to be manually activated when photographing other types of subjects. To activate an autofocus sensor on a smartphone or tablet, tap on the viewfinder screen directly over your intended subject.

**backup**—A copy of a file, such as a digital image, stored somewhere other than on your computer or mobile device’s primary internal storage. Backup files can be stored online, on an external hard drive, or on a flash drive, for example.

**Bluetooth**—A wireless technology that enables computers and/or mobile devices (and related equipment, including some digital cameras) to transfer files and data between each other without using cables.

**Blurb**—One of many online-based photo book publishing companies that enable photographers to design and publish a photo book on their computer using specialized software and then have it professionally printed and bound by the Blurb service.

**Camera app**—The app that comes preinstalled with smartphones and tablets that enables the user to control the device’s built-in camera(s) to take pictures or shoot video.

**candid photo**—A photo taken of a subject spontaneously and not posed for. The photographer captures a moment as it happens while the subject goes about her activities without being distracted or hindered by the photographer. This type of shot allows the photographer to capture someone’s true or authentic emotion, for example.

**cellular data connection**—One of two primary ways a smartphone or many tablets can connect to the Internet using a cellular data service provider (such as AT&T Wireless, Verizon Wireless, Sprint, or T-Mobile in the United States). A cellular data connection is often referred to as a 3G, 4G, or LTE connection, based on the Internet access speed offered. Accessing a cellular data connection requires a paid monthly plan that sometimes caps the amount of wireless data that can be used per month.

**cloud-based service**—Another term for an online-based service that enables users to store, back up, sync, access, and share their files (and digital images) stored in a secure account online, using a service, such as Microsoft OneDrive, Apple iCloud, Google Drive, or Dropbox, for example.

**digital camera**—A camera that requires no traditional film and that creates digital files from pictures that are taken.

**digital image**—A single photograph created and stored in digital form.

**digital image file**—The file created to store data related to a single digital image. A digital image file requires storage space on a mobile device, computer, or hard drive, for example, to be saved. A digital image file can be viewed, edited, printed, shared, copied, stored, or synced.

**digital photo library**—A collection of digital image files stored and/or displayed together.

**digital photography**—The process of taking, viewing, editing, sharing, printing, and storing pictures using a digital camera, computer, mobile device, and/or related equipment.

**Dropbox**—One of many cloud-based services that can be used to back up, sync, and share digital image files or a complete digital photo library. Dropbox is compatible with all computer and mobile device platforms that have Internet access.

**external hard drive**—A computer hard drive typically connected to a Windows PC or Mac computer via a USB cable connection. Some external hard drives can also exchange information with a computer via a wireless connection or using a less popular type of cable connection, such as FireWire. An external hard drive is typically used to add storage space to a computer and/or provide a place to create and store backup files.

**Facebook**—With more than 1 billion active users around the world, Facebook is the largest and most popular online social networking service. It can be used to communicate with other people, as well as display and share digital photos or photo albums. A free account and Internet connectivity are required to access Facebook. From a smartphone or tablet, it's easier to access Facebook using the official Facebook app.

**Flickr.com**—One of the most popular, free, online-based services for sharing and storing digital photos (or albums) online. Flickr.com also has a photo lab associated with it, so prints, enlargements, and photo products can be created and ordered.

**folder**—A collection of files, such as digital images, that are somehow related and get grouped together when stored on a computer's hard drive or other digital storage media. A folder can contain any number of files and can have a custom name associated with it. Folders and subfolders get stored using a hierarchical format on your computer's hard drive or storage media.

**front-facing camera**—Most smartphones and tablets have both a front- and rear-facing camera. The front-facing camera enables photos to be taken but typically at a much lower resolution than the device’s rear-facing camera. While this camera is mainly used for video calling (via Skype or FaceTime, for example), it can also be used to take a “selfie.”

**geo-tag**—A piece of information (metadata) that relates to the exact location where a photo was shot. It is acquired by a mobile device or camera (that has GPS functionality) and can automatically be included as part of a digital image file. In some cases, a geo-tag can also be manually added to an image’s metadata using photo editing software (or a photo editing mobile app).

**gigabyte (GB)**—In terms of data storage and computer memory, a gigabyte (GB) is equal to 1,024 megabytes (MB). The internal storage of mobile devices, camera memory cards, and computer hard drive capacities are typically measured in gigabytes.

**Google Drive**—A free, cloud-based file sharing service operated by Google. It is compatible with Windows PCs, Macs, and most mobile devices. Integration with Google Drive comes built in to all Android-based smartphones and tablets.

**GPS (Global Positioning System)**—This technology, built in to most smartphones and tablets, as well as some digital cameras, enables the device to determine its exact location at any given time. On an iPhone or iPad, this functionality is referred to as Location Services. Using GPS functionality, each time a photo is taken using a digital camera, the exact location where that photo was taken can be acquired and stored as part of the image file’s metadata.

**hard drive**—The device within a computer (or that can be connected to a computer) that’s used to store data. The capacity of a hard drive is typically measured in gigabytes (GB) or terabytes (TB). A terabyte is equal to 1,024 gigabytes.

**home photo printer**—A type of computer printer that can be used to create professional-quality prints from your digital image files, when used with the appropriate type of ink and photo paper. Companies like Epson, HP, and Canon offer a wide range of different photo printers that range in price from less than one hundred dollars to several thousand dollars.

**image file format**—In terms of digital photography, digital image files can be created and stored using a variety of industry-standard file formats, such as .JPG, .TIFF, and .PNG. Most photo editing software and mobile apps are compatible with a wide range of popular image file formats.

**image filter**—A tool built in to photo editing software and mobile apps that enables a special effect to be added to an image, often with a single click or screen tap. Most popular photo-editing software packages and mobile apps come with a selection of image filters to choose from.

**image focal point**—The portion of an image or photograph that you want the person viewing it to focus on. This is typically the intended subject of your photo.

**Instagram**—A popular online social networking service that's free to use and that allows digital photos to be shared with others, one at a time.

**internal storage**—Where data, documents, files, apps, and photos, for example, are stored in a smartphone or tablet. Like a hard drive, the capacity of a device's internal storage is typically measured in gigabytes.

**iOS**—A mobile device operating system created by Apple that is used in all iPhones and iPads, as well as iPod touch devices. Each year, Apple releases a major update to the iOS but throughout the year issues smaller updates. As of June 2015, iOS 8.3 is the most current version of the iOS, although iOS 9 is expected to be released in late 2015.

**Location Services**—Another name for the GPS functionality built in to all iPhone and iPad mobile devices. It is used by various apps, including the Camera app, to determine the device's exact location when it's being used for certain tasks.

**megabyte (MB)**—This is a unit of measurement used in reference to data. It is equal to 1,048,576 bytes. A bit is one binary digital, while a byte is comprised of 8 bits.

**megapixels**—One million pixels. A digital image's resolution is measured in megapixels. Thus, when a digital image is shot at 12 megapixel resolution, that image is comprised of 12 million individual pixels.

**memory card**—A portable, removable, and reusable storage media used by most point-and-shoot digital and digital SLR cameras, as well as many types of smartphones and tablets. It uses a type of data storage known as flash memory that requires no moving parts to operate. Memory cards come in a variety of different formats, capacities, and read/write speeds. Thus, when it comes to digital photography, you want to use a memory card that's compatible with your camera or mobile device and that has the largest capacity, as well as the fastest read/write speed that you can afford.

**metadata**—Information that gets attached to a digital image file. It includes pertinent details about that image, such as when and where it was taken, as well as details about the camera and camera settings used. Additional metadata can also be added to image files that relates to who appears in the image, as well as descriptive keywords and/or a text-based description of the image. Metadata becomes part of the digital image file.

**Microsoft OneDrive**—Operated by Microsoft, this is an online-based file sharing service that can be used to back up, sync, and share digital image files or a complete digital photo library. Integration with OneDrive is built in to Windows PCs and Windows Mobile smartphones and tablets, but optional software or mobile apps can be installed onto Macs, iPhones, iPads, and/or Android-based mobile devices, so they too can access and utilize OneDrive via the Internet.

**Microsoft Windows**—The computer operating system created by Microsoft and used with virtually all consumer-operated PCs.

**mobile device**—A smartphone, such as the iPhone, or a tablet, such as the iPad, is often referred to as a mobile device.

**online album**—A collection of digital image files stored and displayed online.

**online gallery**—A collection of digital image files stored and displayed online.

**OS X Yosemite**—The operating system designed by Apple and used with all Mac desktop and notebook computers.

**password**—A secret word often created to help secure an online-based account. To log in to many types of accounts, a username and corresponding password are required. To make a password more secure, it should be at least six characters long and, when possible, include a combination of numbers, as well as upper- and lowercase letters. It should not be something obvious, like the word "password," your spouse's name, your dog's name, or your birthday.

**photo book**—A collection of your own images laid out on virtual pages using specialized software and then professionally printed and bound in a hardcover or softcover book.

**photo lab**—A service that transforms your digital image files into traditional prints. Prints can be ordered in a wide range of popular sizes, including 4×6-inch, 5×7-inch, or 8×10-inch. Some photo labs are online-based, while photo lab services are offered by photography specialty stores, mass market retailers (such as Costco, Target, and Walmart), and pharmacies (for example, CVS, Rite-Aid, and Walgreen's).

**photo paper**—Specialized paper used with a home photo printer to create traditional prints. Photo paper is typically sold in packages of 10, 25, 50, or 100 sheets; comes in a variety of trim sizes (such as 4×6-inch, 5×7-inch, or 8.5×11-inch); and is offered with different finishes (such as glossy, semi-glossy, matte, or lustre).

**Photos app**—The app that comes preinstalled on most smartphones and tablets that's used to view, edit, enhance, print, share, and manage digital image files. (On Android-based devices, the Gallery app offers similar functionality to the Photos app.)

**pixel**—A digital image's resolution is measured in megapixels (MP). A megapixel is comprised of 1 million individual colored dots or pixels. Thus, when a digital image is shot at 12 megapixels, that image is comprised of 12 million separate pixels.

**portrait**—A type of photo that typically features one or more people, where the photographer instructs the subject(s) in terms of where to look, where to sit/stand, and how to act when a photo is taken. It's the opposite of a candid picture.

**print**—A print is created when a digital image is printed on photo paper to create a hard copy. Popular print sizes include 4×6-inch, 5×7-inch, 8×10-inch, as well as wallet size prints or poster-size enlargements.

**printer ink cartridge**—A home photo printer uses different colored ink cartridges (compatible with that printer make and model) to create professional-quality prints.

**privacy settings**—When using social media (online social networking services) such as Facebook, it's important to manually adjust your account's privacy settings, so you can determine who can access and view the content (and photos) that you post online.

**rear-facing camera**—Most smartphones and tablets have both a front- and rear-facing camera. The rear-facing camera enables photos to be taken typically at a much higher resolution than the front-facing camera. Many smartphones and tablets offer a 5MP, 8MP, or even 12MP (or higher) resolution rear-facing camera.

**resolution**—In terms of digital photography, resolution is a measure of how much data is used to create the digital image. The higher an image's resolution, the more detail you see in the image. Resolution is measured in megapixels. A megapixel is comprised of one million individual pixels or colored dots.

**Rule of Thirds**—A photography strategy that encourages the photographer to position the intended subject away from dead-center of the frame to make a photo more visually interesting.

**Rule of Thirds grid**—A virtual tic-tac-toe-like grid can be superimposed over a camera's viewfinder to help the photographer frame shots and use the Rule of Thirds. This grid does not appear in the actual photos, however.

**selfie**—A photo taken of oneself, using the front-facing camera built in to most smartphones and tablets. Publishing selfies on social media has become a popular practice, particularly among kids and teens.

**shooting angle**—The angle the camera is held or positioned when a shot is being framed and taken. To take more visually interesting photos, it's sometimes better to shoot your subject from an angle, as opposed to from a head-on perspective.

**Shutter button**—The button you press once and release to snap a single photo. Depending on the camera, if you press and hold down the Shutter button, this typically activates a Burst Shooting mode, which enables you to capture multiple photos in quick succession.

**Shutterfly.com**—One of the most popular, free, online-based services for sharing and storing digital photos (or albums) online. Shutterfly also has a photo lab associated with it, so prints, enlargements, and photo products can be created and ordered from your computer or mobile device.



**smartphone**—A mobile device that enables you to make and receive cellular phone calls but also access the Internet, run apps, and handle a wide range of other tasks. Smartphones typically have a front- and rear-facing camera built in to them that can be used for taking high-resolution pictures or shooting HD video.

**subject**—What you want people to focus on when viewing one of your photos. A photo's subject can be a person, place, or thing.

**sync**—The act of copying a group of files (or digital images) between two or more computers, online services, and/or mobile devices, so that each ultimately has the same collection of files stored and available. When it comes to syncing photos, this can often happen automatically between your mobile device(s), digital camera(s), computer(s), and the online service you opt to use.

**tablet**—A mobile device that's portable, battery-powered, able to connect to the Internet, and runs a wide range of apps. Most tablets have a front- and rear-facing camera built in to them that can be used for taking high-resolution pictures or shooting HD video.

**tag**—A piece of information (metadata) that you add to a digital image file. It can be a descriptive keyword or the names of the people who appear in the photo.

**Twitter**—A popular social media service that can be used to share one digital image at a time, along with a short text-based message (and other information, such as location), with online followers and friends via the Internet.

**USB cable**—An industry-standard cable used to connect a digital camera, smartphone, or tablet to a PC or Mac computer via the computer's USB port. Data, such as image files, can then be transferred at a high speed between a camera or mobile device and computer.

**username**—When setting up an online-based account with a social media service or cloud-based photo sharing service, for example, the username you create is typically how you're identified by that service. It can be your real name, a nickname, or another unique text-based identifier that you select. A username is typically associated with a password to keep the account secure.

**zoom**—A feature built in to digital cameras and the Camera app (offered within smartphones and tablets) that enables you to virtually move in much closer to your intended subject without you, the photographer, physically moving toward your subject. The zoom feature is used to better showcase your subject in a photo when you can't physically move in close to that subject.