

Here are common terms and short definitions to reference when digitizing family photos and videos:

- **Scan / Scanning** — Converting a physical photo, negative, slide, or document into a digital image using a flatbed or dedicated scanner.
- **Capture** — Recording a digital copy of analog video (VHS, camcorder tape) or photographing photos with a camera/phone.
- **Resolution** — Amount of detail in an image, usually measured in DPI (dots per inch) for scans or PPI (pixels per inch) for film/negatives; higher = more detail.
- **DPI / PPI** — DPI refers to scanner/printer dots per inch; PPI refers to pixels per inch in a digital image; both affect image sharpness and file size.
- **Megapixel** — Million pixels in a digital image sensor; indicates camera capture detail.
- **File format** — The container/encoding for images or video (e.g., JPEG, TIFF, PNG for images; MP4/H.264, MOV for video).
- **Lossless** — File formats or compression that preserve all original data (e.g., TIFF, PNG, WAV).
- **Lossy** — Compression that discards some data to reduce file size (e.g., JPEG, MP3, standard MP4).
- **Bit depth** — Number of bits used per color channel; higher bit depth retains more color and tonal detail (e.g., 8-bit vs 16-bit).
- **Color space** — Color range standard used in files (e.g., sRGB, Adobe RGB); affects color fidelity across devices.
- **Cropping** — Removing outer parts of an image to improve framing or composition.
- **Duplicate / De-duplication** — The process of finding and removing or consolidating identical or similar files.
- **Noise** — Random visual distortion/grain in images, especially in low-light captures or old scans.
- **Restoration** — Editing to repair damage, correct color, remove scratches, or stabilize video.
- **Color correction / Color grading** — Adjusting color, contrast, and tone to restore or stylize images/videos.
- **Sharpening** — Enhancing perceived edge detail in an image; over-sharpening causes artifacts.
- **Archival** — Long-term preservation practices (high-quality masters, stable storage, multiple backups).
- **Capture device** — Equipment used to digitize media (scanner, DSLR, capture card for tapes).
- **Capture card** — Hardware that converts analog video signals (VHS, camcorder) into digital video on a computer.
- **Frame rate** — Number of video frames captured per second (fps); common rates: 24, 25, 30, 60 fps.
- **Interlaced / Progressive** — Video scan methods; interlaced (e.g., 29.97i) splits fields, progressive (e.g., 30p) captures full frames.
- **Artifact** — Unwanted distortion or error introduced during capture, compression, or editing.
- **Naming convention** — Systematic file-naming scheme (example: YYYY-MM-DD_Event_People_001.jpg).
- **Catalog / Library** — Photo/video management database used to organize, tag, and search media (e.g., Lightroom catalog)