

MULTIMEDIA in REUNION

See “Multimedia” in the Reunion Manual

Note: Media that can be attached to an individual or family includes photos, documents, audio, and video files.

Using the Multimedia Window

Open a multimedia window by clicking the filmstrip icon in the tool bar. The window is divided into three sections which apply to the family group in view:



- Source - Names of the husband, the wife, and “family.” Sub-folders can be added to the list.
- Information - Particular information about a highlighted object. Further information may be added in the bottom section of the box.
- List/Thumbnails - Previews of the linked objects.

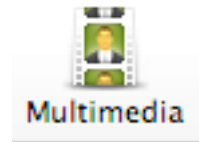
Adding a multimedia object

Important: Reunion does not move the object into the database. The object stays put, and Reunion creates a link to that location. If you move an object from its present location to a different folder, Reunion will not find it until you create a new link to it. When you make a gedcom, the multimedia objects are **not** included.

1. The easiest way (quick and dirty)
 - In the Finder (or in iPhoto, etc.) find the object you want to link to an individual or family.
 - In the family view, drag and drop that item on the name of an individual or on the marriage field for a couple
2. The easy way (a little slower and cleaner)
 - Click the Multimedia button in the toolbar
 - Select the husband, the wife, or the family
 - Find the object in Finder, etc.
 - Drag and drop the object into the multimedia window
3. Venita’s way (slower to begin with, but easier in the long run)
 - Inside the Reunion folder, create one or more new folders named “Pictures,” etc.
 - Put copies of the objects you want to link to individuals/families inside them
 - Keep the archives of your original objects in another location
 - Click the Multimedia button in the toolbar
 - Select the husband, the wife, or the family
 - Click the “+” symbol at the bottom of the multimedia window

- Find the folder which contains the object in question. (After the first time you access this folder, clicking the “+” will automatically take you back to it.)
- Find the object in the list, highlight it, then click “Choose;” or find the object and double-click it.

When multimedia is connected to either parent or the family, the Multimedia Icon shows pictures in the film strip



Removing a Multimedia Object

- Click the Multimedia button in the toolbar
- Select the husband, the wife, or the family
- Find the object in the multimedia window (either the icons or the list)
- Click once on the object to select it
- Click the “-” (minus sign) at the bottom of the window

Moving a Multimedia Object

(Oops! That belongs with the wife, not the husband.)

- Click the Multimedia button in the toolbar
- Select the husband, the wife, or the family
- Find the object in the multimedia window (either the icons or the list)
- Click once on the object to select it
- Drag and drop it on the name of the desired individual
- Remove the object from the incorrect person

Selecting the Preferred Picture

(This is the one that will appear in the family card and in charts or reports)

- Click the Multimedia button in the toolbar
- Select the husband, the wife, or the family
- Find the object in the multimedia window (either the icons or the list)
- Click once on the object to select it
- In the Information box, mark “Preferred picture”

Creating Sub-Folders/Albums

- Add all the chosen objects to the individual/family’s multimedia window.
- Click the name of the individual for whom you wish to create the album.
- Click the “+” symbol at the bottom of the “Source” section of the multimedia window. A new folder will appear under the individual’s name.
- Name the album, then drag the desired objects and drop them on it.
- Albums can be shown as individual slide-shows
(See “Slideshowes” in the Reunion Manuel.)