

Organize – Make It Searchable. Make It Usable.

Digitizing is only the first step. Without structure, digital files become another kind of clutter.

Our **Organize** tier turns scanned material into a true family archive.

Who This is For

- Families with large digital collections
- People who “can’t find anything anymore”
- Anyone who wants their history to be usable, not buried

What You Receive

- A custom archive blueprint
- Folder and naming system designed for long-term use
- Keyword and metadata framework
- OCR for searchable documents
- Embedded information that travels with the files
- A Family Archive Guide for future use

This is where professional image analysis meets family storytelling.

Optional Enhancements

- Research and dating assistance
- Duplicate cleanup & restoration of select images
- Guided family tagging sessions/remote support for relatives

Optional Advanced Capability

Some families choose to enable a private “archive intelligence” system — allowing the archive to be searched conversationally and analyzed for patterns, timelines, and connections across documents.

This system runs locally and privately on the family archive, without sending sensitive information to the cloud.

What Is Not Included

- Full restoration on large volumes
- Mass photo editing

We focus on meaning and structure first.

Typical Timeline

Most Organize projects run **2–6 weeks**.