



Tombstone Transcriber

Transcribe Pictures

Before subscribing to or using Tombstone Transcriber, please review the [terms and conditions](#) which define your rights and responsibilities as a subscriber.

The Transcribe Pictures function is the workhorse of Tombstone Transcriber. This is where you will spend the majority of your time. After the screen shot, we'll describe what elements are on it and what you use them for. **Please continue reading for very important information about picture file names.**

Transcribe Pictures for Test Cemetery

0 People 0 Pictures

Last Name: Stone Only

Suffix:

First Name:

Date of Birth:

Date of Death:

Comments:

Contributor:

Picture #1

Picture #2

Picture #3

Picture #4

At the top of the screen is a running counter of the number of people and pictures that you have filed in Tombstone Transcriber for this cemetery.

Last Name, Suffix, First Name, Date of Birth, Date of Death and Comment will appear in the text file and HTML file (if you desire) just as you enter them here (the Comment field is limited on the text file to the first 75 characters that you enter). Tombstone Transcriber does not force you to use any specific date format.

Contributor is a drop down selection of all of the contributors that you've set up. When we transcribe pictures, we usually work in batches where each batch is contributed by the same person, and you probably do too. To make transcribing easier, when you set a contributor, it remains set to that value for your transcribing session, until you change it.

Stone Only is used to make a picture file available to Tombstone Transcriber but not add any "person" information. This is useful for pictures of large central "surname" stones or military service plaques.

Picture #1 is the "main" picture for this person and the picture that is linked to by the person's first name in the HTML file. The drop down list contains the last 20 pictures that you've entered for this cemetery and a "Generate Filename" option. The default value is the last picture that you selected (or created). **The "Generate Filename" option will create a filename for this picture based on the transcribed information (see the following example).** For more details, please see the [General How-To](#) page.

Picture #2, Picture #3 and Picture #4 are used to associate additional pictures to this person. Each of these drop downs contains the last 20 pictures you created and defaults to "No Picture". If you need to associate a picture other than one of the last 20, use the Edit Data function from the main menu. Links for these pictures will be included in the HTML file for this person and labeled as "pic2", "pic3" or "pic4" (although not necessarily in the order in which you entered them here).

Example with "Generate Filename" option used to name picture file for server:

Notice that in this example, Picture #1 has the value "Generate Filename".

Transcribe Pictures for test cemetery

0 People 0 Pictures

Last Name: Stone Only

Suffix:

First Name:

Date of Birth:

Date of Death:

Comments:

Contributor:

Picture #1 ←

Picture #2

Picture #3

Picture #4

After pressing the "Insert Data" button, the screen appears as:

Transcribe Pictures for test cemetery

Save As: lastname-firstname-mi-sfx-0.jpg ←

Record inserted into database
1 People 1 Pictures

Last Name:

Suffix:

First Name:

Date of Birth:

Date of Death:

Comments:

Contributor:

Picture #1 ←

Picture #2

Picture #3

Picture #4

Note that the top of the screen now shows what the filename of the saved picture should be. This particular picture is to be saved in the root folder for this cemetery. If the picture was to be saved to a sub-folder, the sub-folder name would be reflected in the filename (as dpx2/lastname-firstname-mi-sfx-0.jpg, for example). Also, to save you time for multiple names on one stone, the default value for Picture #1 is now the name of the file just saved. The "Generate Filename" option is the next item in the dropdown, if you're working with a new picture.

Although the Contributor field is blank in this example, any value that you select for Contributor will be retained in the field until you change it or exit from the Transcribe Pictures function.