



# Photos that never get lost. *Backed up. Forever.*

Your phone holds thousands of memories. If the phone breaks, all photos are gone. Google Photos backs them up to the cloud automatically — free, forever.



## WHAT'S INSIDE

- ✓ Set up Google Photos in 3 minutes
- ✓ Watch photos auto-backup
- ✓ Find any photo in seconds



— WHY THIS MATTERS

# Your phone breaks. Your memories live on.

Phones get lost, dropped in water, stolen, or just stop working. When that happens, all photos and videos are GONE.

Google Photos protects against this. It's a free app that automatically copies your photos to Google's servers (the 'cloud'). If you lose your phone, you can sign in on a new phone — and ALL your photos are still there.

## WHAT YOU'LL LEARN

- Install and set up Google Photos
- Turn on automatic backup
- Search photos by content
- Free up phone storage safely

🕒 *Takes about 6 minutes to read*



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STEP 1 OF 7

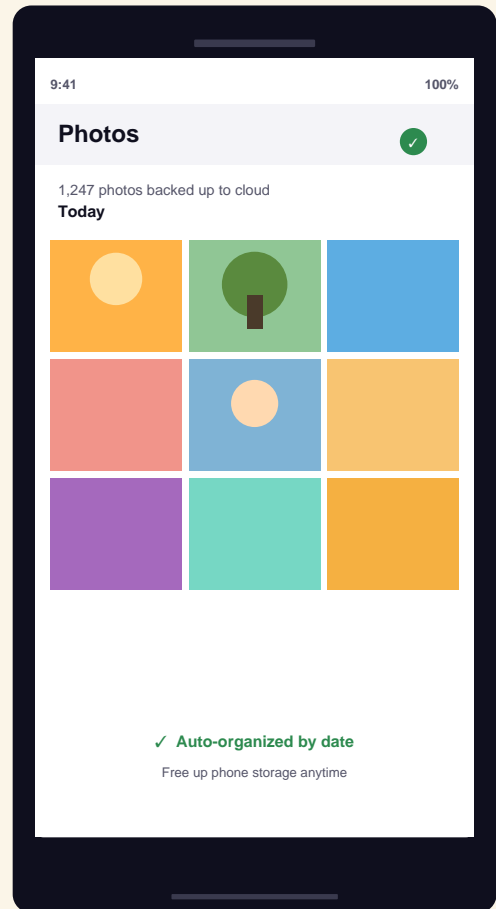
## Install Google Photos

Most Android phones already have it. Look for the colorful pinwheel icon — 'Photos'.

If not there, install free from Play Store. iPhone users: install from App Store (Google Photos is also free on iPhone).

**TIP**

Sign in with your Google email when first opening. If you don't have a Google account, create one first (free, 5 minutes).





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STEP 2 OF 7

## Turn ON Backup

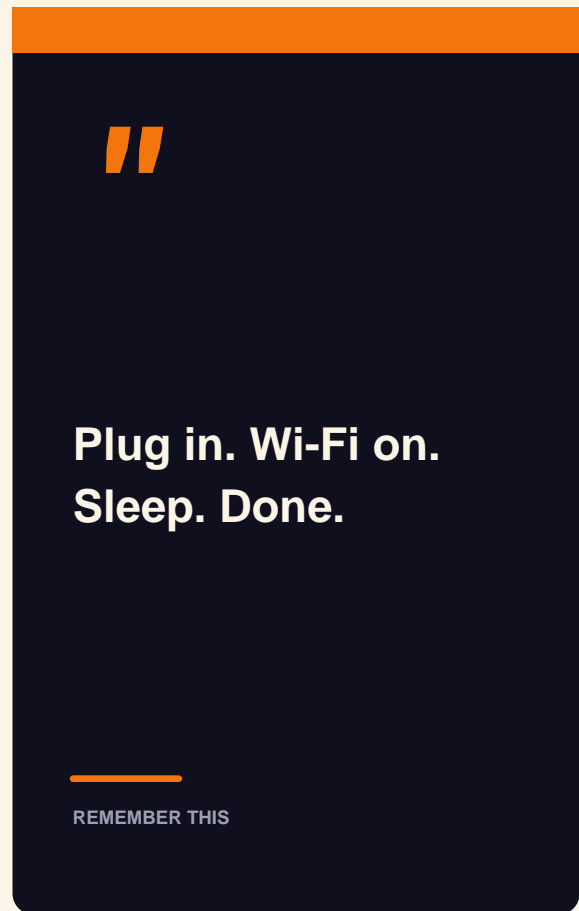
First time opening Google Photos:

- Tap your profile photo (top-right)
- Tap 'Photos settings'
- Tap 'Backup'
- Toggle 'Backup' to ON
- Pick quality: 'Storage saver' (saves data)

Photos start uploading automatically.

● **TIP**

First backup takes hours (uploading thousands of old photos). Plug in phone, connect to Wi-Fi, leave overnight. Future photos backup quickly.





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STEP 3 OF 7

## Backup over Wi-Fi only

To save mobile data, set backup to Wi-Fi only:

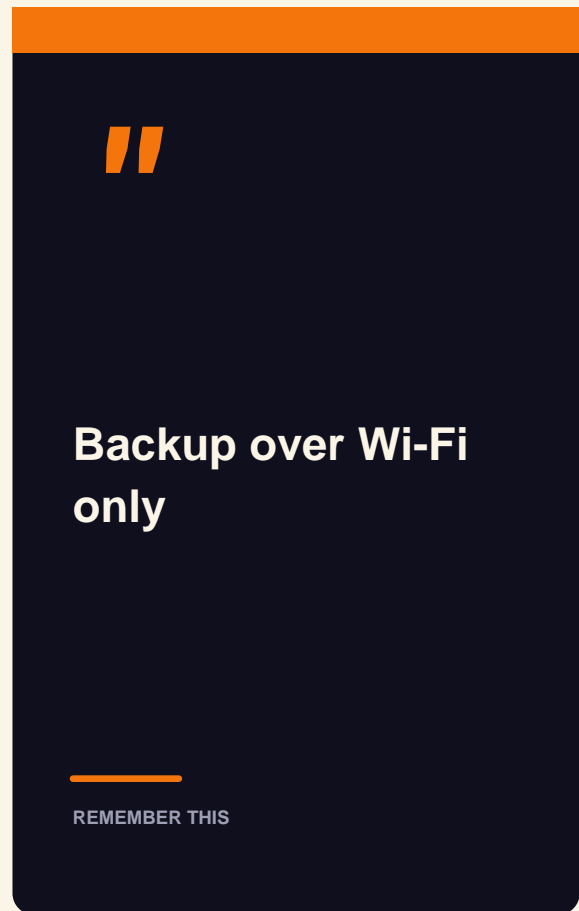
- Settings → Backup → 'Cellular data backup'
- Set to OFF

Now backup only happens at home (free Wi-Fi). Outside, photos are saved to phone — backed up later when home.



### WARNING

**If you backup over mobile data, you might use up your data plan in one day. Always set 'Wi-Fi only' for backup.**





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STEP 4 OF 7

## Watch the green checkmark

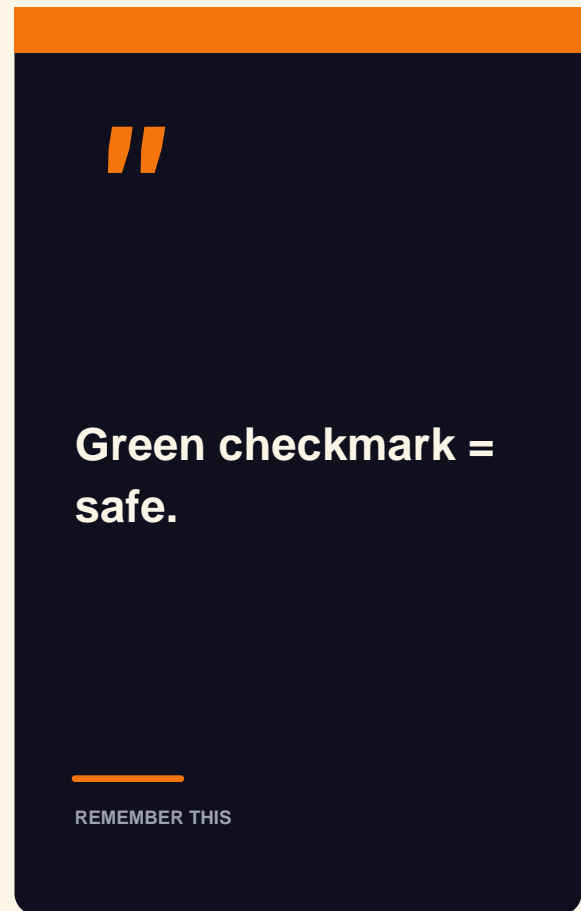
When a photo is fully backed up, you see a small CLOUD with a checkmark icon on it.

- Cloud + ✓ = backed up safely (cloud has copy)
- Crossed-out cloud = not yet backed up

Once you see the green checkmark, that photo is safe even if the phone is lost.

**TIP**

Wait for the green checkmark before deleting photos from your phone. Otherwise, you may lose them permanently.





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STEP 5 OF 7

## Search photos by content

Google Photos can SEARCH for photos by what's in them.

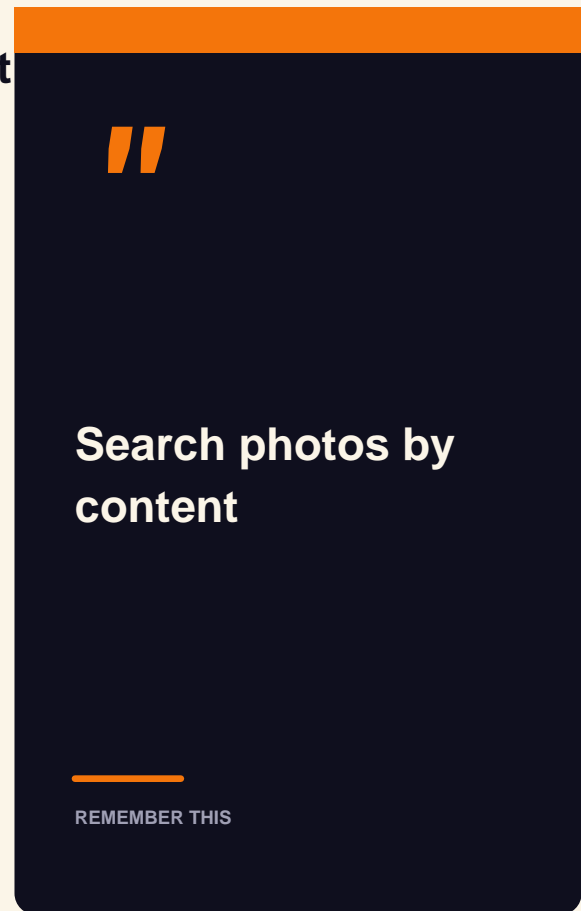
Type in search:

- 'beach' → all beach photos
- 'beti' (if tagged with name) → all photos of beti
- 'Diwali 2023' → all photos from that festival
- 'food' → photos of meals

Magic. The AI recognizes faces, places, and things.

● TIP

If beti's face is recognized but not named, tap her photo, tap 'Add a name', type 'Beti'. From then on, search 'Beti' finds all her photos.





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STEP 6 OF 7

## Free up phone storage safely

After all photos are backed up, you can DELETE them from phone — they stay safe in the cloud:

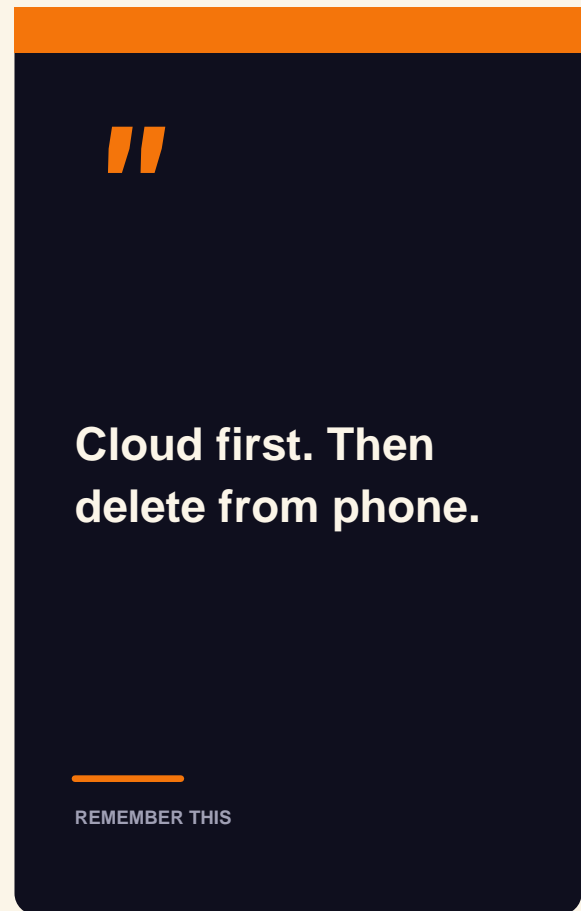
- Open Google Photos
- Tap Settings → 'Free up space'
- Tap 'Free up X GB'

Photos disappear from phone but ARE STILL in Google Photos. You can view anytime. Phone gets faster.



### WARNING

**ONLY** use 'Free up space' **AFTER** you confirm all photos show the cloud-checkmark. Otherwise photos may be permanently deleted.





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STEP 7 OF 7

## Free 15 GB. Then pay for more.

Google gives 15 GB FREE per account.

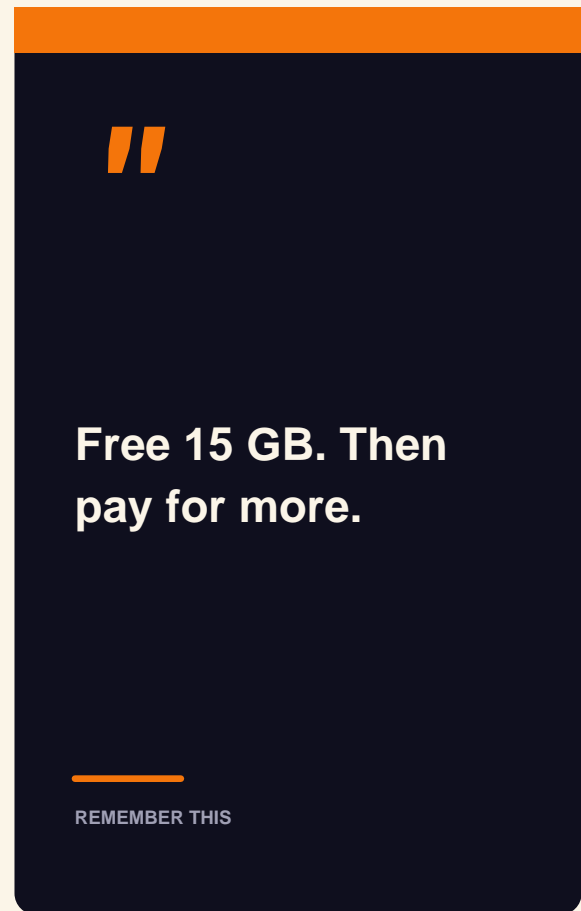
When full:

- Free up space (delete duplicates Google suggests)
- Or upgrade to Google One: Rs. 130/month for 100 GB

For most elderly users, 15 GB free is enough for 5-10 years of regular photos.

**TIP**

Google Photos auto-suggests duplicate photos to delete. Tap 'Storage saver' suggestions to free up space without losing memories.





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— QUICK RECAP

# Memories preserved.

## 1 Backup turned ON in settings

Settings → Backup → ON. Pick 'Storage saver' for unlimited free backup. Wi-Fi only to save data.

## 2 First backup takes time

Initial backup of all old photos may take a full night. Plug in, Wi-Fi on, sleep. Worth the one-time effort.

## 3 Green checkmark = safe

Cloud icon with checkmark means photo is backed up. Wait for it before deleting from phone.

## 4 Search by content

Google AI recognizes faces and places. Search 'beach' or 'beti' to find specific photos in seconds.

## 5 Free up phone after backup

Use 'Free up space' to clear phone storage. Photos remain in cloud. Phone runs faster.



School of *Elderly*

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