

## *AppTip Sheet – Introduction to Keyword Tags in Lightroom CC Part 2*

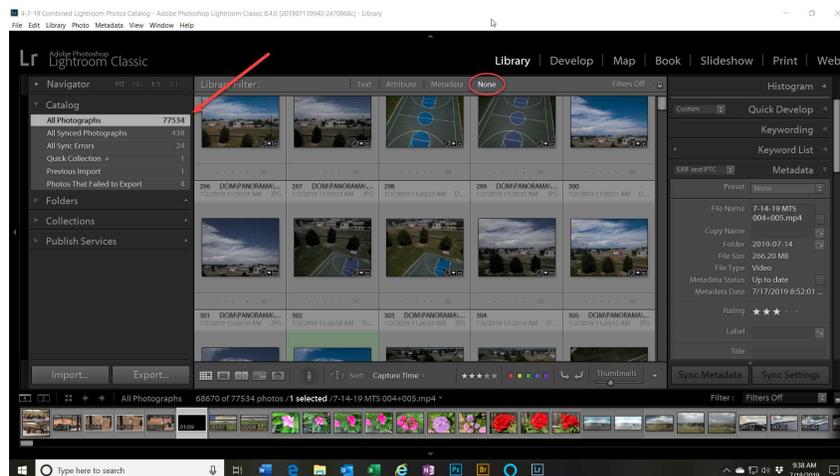
One of the basic ways that Lightroom Classic (LR Classic) helps you to organize and ultimately find your photos is using Keyword Tags. These tags work in the same way as Categories, Sub-Categories, and Keyword Tags work in Photoshop Elements. The LR Classic Keyword Tags can take the form of a hierarchical list as in Photoshop Elements Organizer or just a simple alphabetical list.

In this Part 2, I will overview how to use previously created tags to quickly find photos of interest. These tasks are done from within the Library module. This will get you started, but there are many additional ways to quickly find your photos in Lightroom CC.

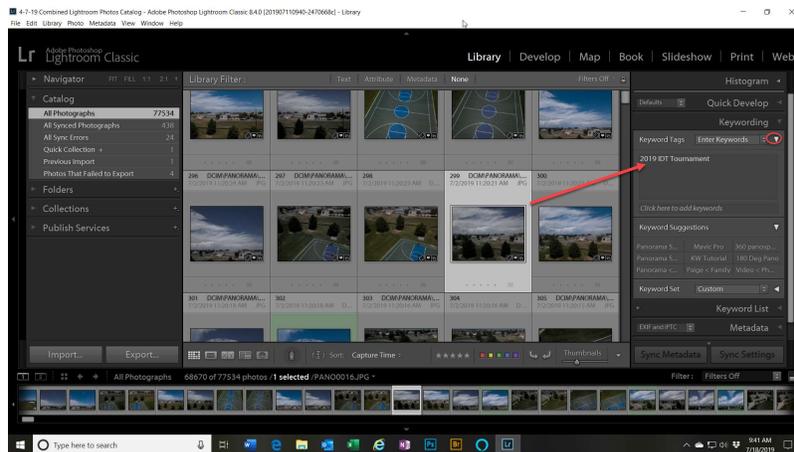
### Finding Images in Lightroom Classic Using Keywords

The whole reason for adding keywords to your images in Lightroom CC is so that you can quickly find them later without know their file name or where they are located. In this tutorial we will use keywords that have previously been assigned to photos to located specific images.

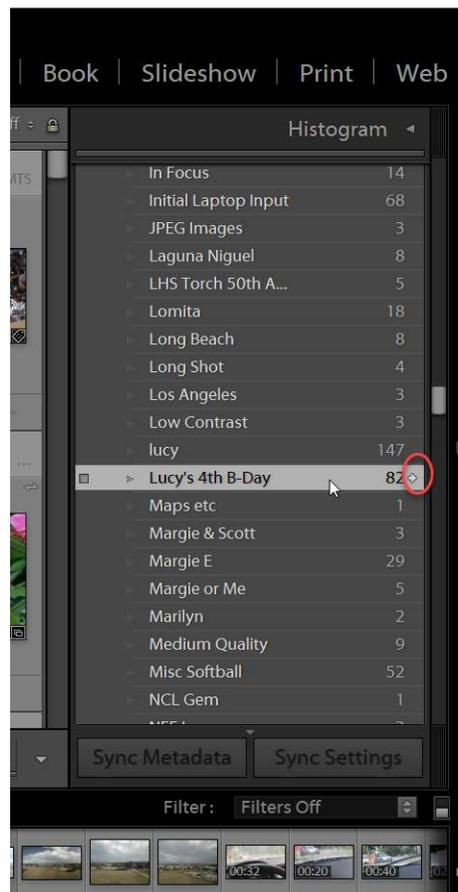
1. First, in the Library module, make sure there are no active Filters by clicking on None in the Filter Bar as shown in the figure below. Also, notice that we are looking at our entire Catalog here as well.



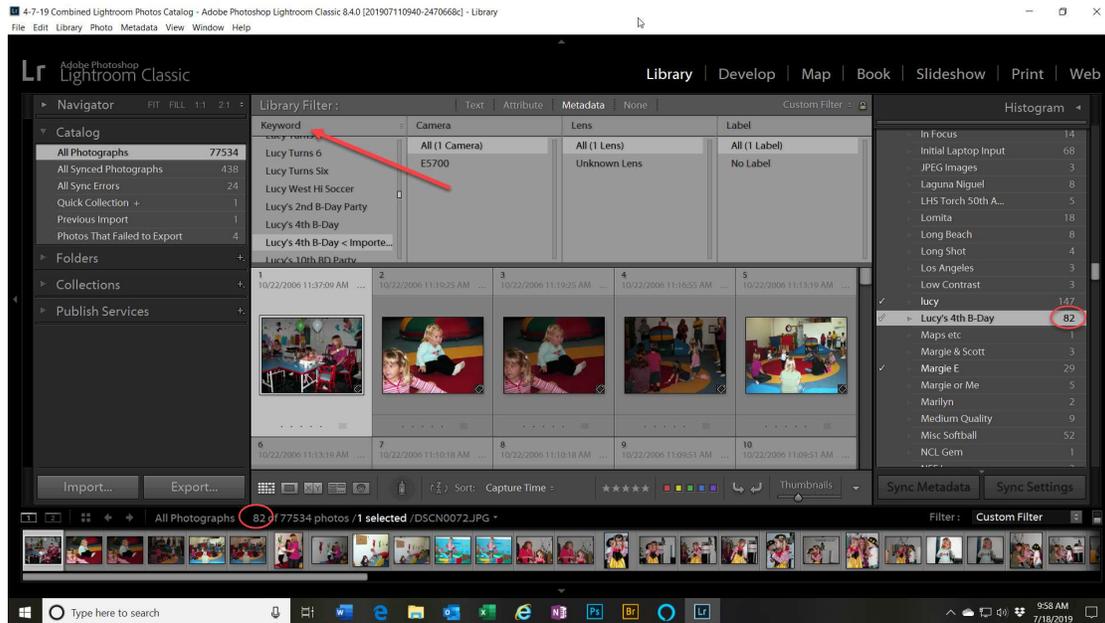
2. To see what Tags have been assigned to a given photo, click on that photo to select it. In the right panel, click on the arrow to the right of the Keywording section to expand that section. There you will see all the Keywords that have been applied to the photo.



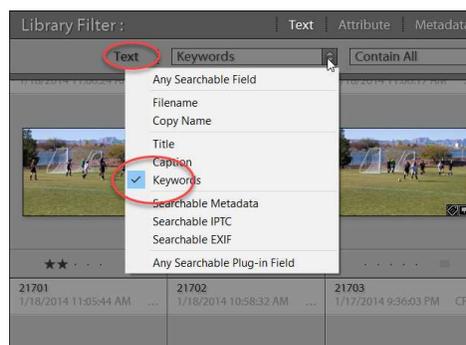
3. Next we will find and display all of the pictures that have been tagged with a given Keyword. In our example, we will find all the photos tagged with “Lucy’s 4<sup>th</sup> B-Day”. The first way to do this is to expand the Keyword List section in the right panel. Then find the Lucy’s 4<sup>th</sup> B-Day keyword in the list.
4. Once the “Lucy’s 4<sup>th</sup> B-Day” keyword is found, hover the mouse over the keyword and then click on the white arrow that appears to the right of the number of images that have that tag. The figure immediately below shows what you see just prior to clicking on the arrow.



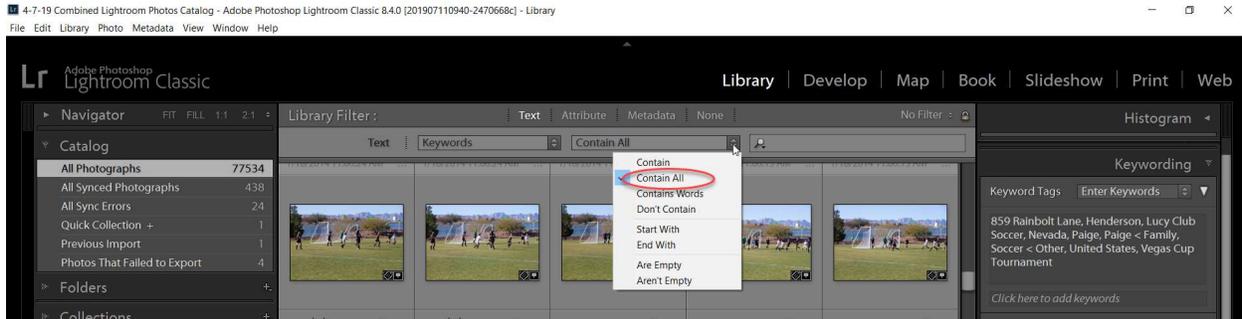
5. The figure below shows the result after clicking on the arrow in the above figure. Now the only images that appear on the filmstrip below and in the main preview window are the 82 photos of “Lucy’s 4<sup>th</sup> B-Day”. Also, the Filter Bar now shows that Lucy is highlighted in the first column, and the filter bar itself is displaying Metadata. The other columns can be used to refine the search using other parameters. We will not cover that here.



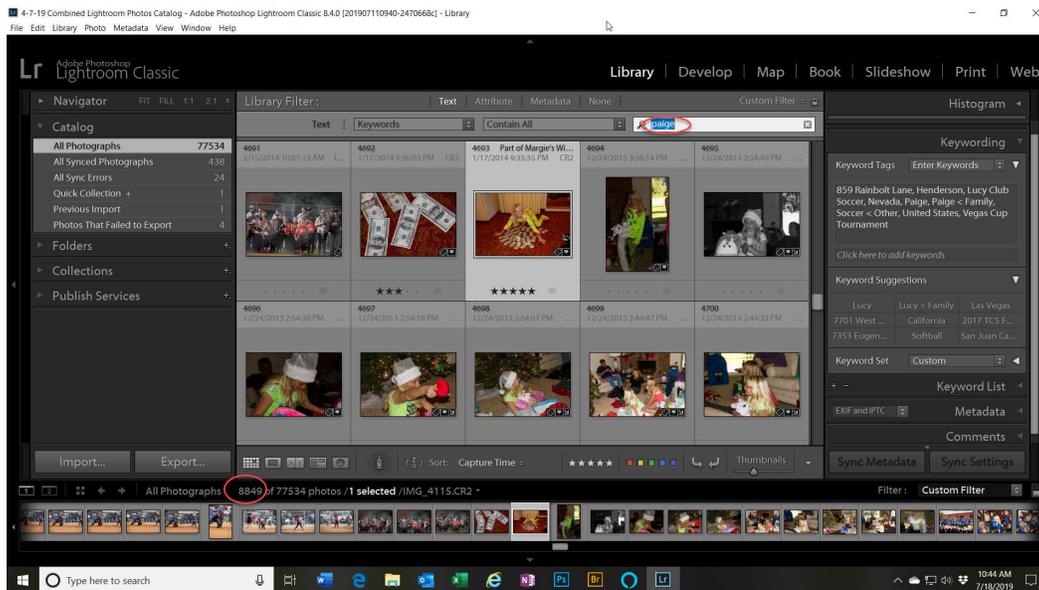
6. Now suppose that you wanted to find all the pictures that included soccer photos of Paige. First let's get back to viewing all the photos in the Catalog by clicking on None on the Filter Bar and making sure you are viewing all of the pictures in the Catalog.
7. Click on Text on the Filter Bar. Make sure that the first field contains Keywords as shown below. Click the down arrow to the right of the field to display the choices.



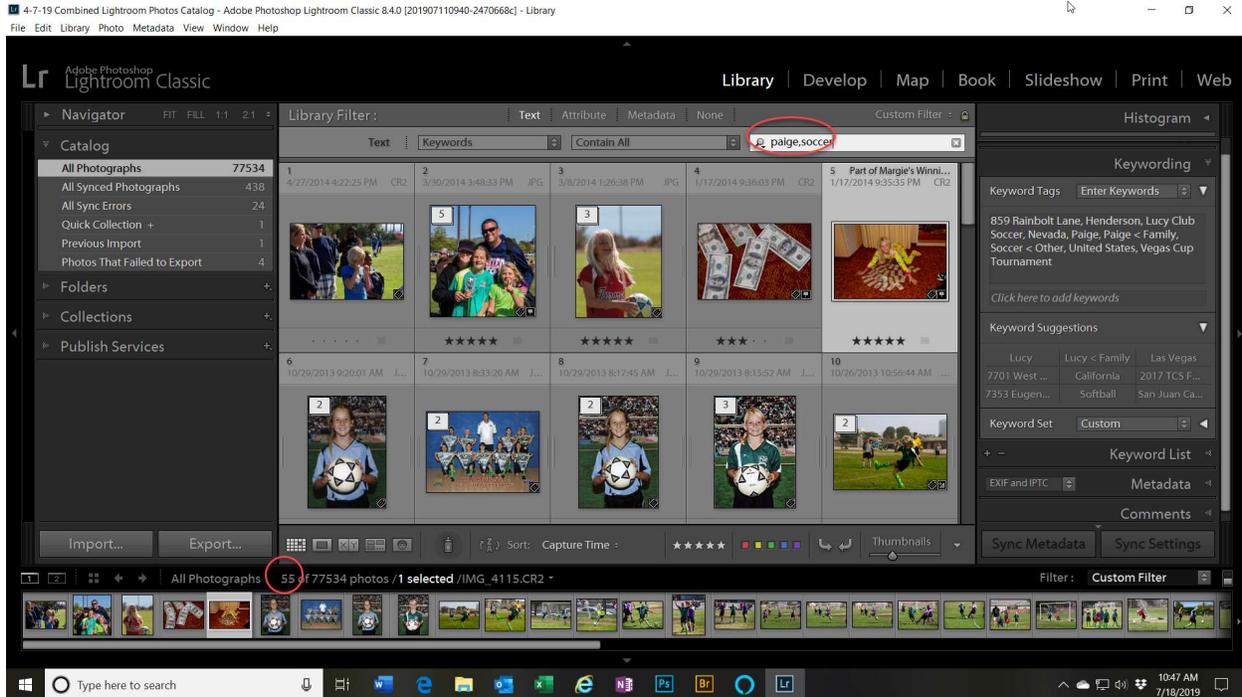
8. Make sure that Contain All is shown in the second field over. If not click on the down arrow to expand the field list and select it as shown below.



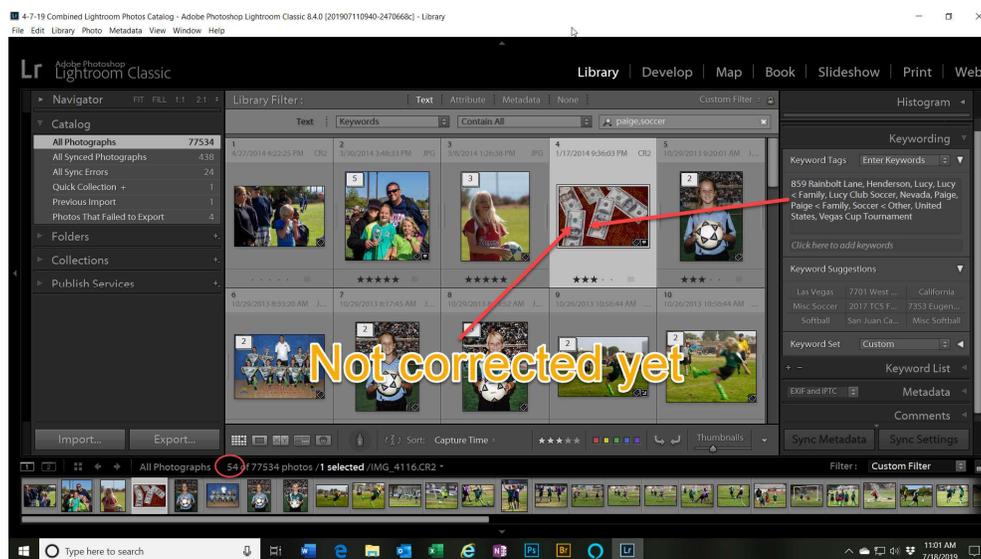
9. To find just Paige, type in “Paige” in the Text field to the right. There are 8,849 photos of Paige in the Catalog displayed, as shown below.



10. Now type a “,” next to Paige and type “Soccer”. There are only 55 pictures that include both Paige and Soccer as Keywords, as shown below.



11. There are two photos here that obviously do not include Soccer, the two thumbnails on the right of the first row that show money. This is because these two photos were miss-tagged. One way to correct this is to click on one of the miss-tagged photos, and then in the right panel, remove all the tags that contain the soccer keyword from that photo. Note in the figure below one of the miss-tagged photos has already been corrected so it does not appear in the displayed images, and the number has been reduced to 54.



The process of finding images that share multiple tags can be expanded by adding additional commas followed by more keywords in Step 10.