Phocus by Hasselblad User Manual

File Browser

The File Browser lists all the storage locations under one heading and consists of Capture Destination, Favorites, Collections, File System and Devices.

File Browser

SHORTCUT

Show/Hide

⌥ + ⌘ + B

⇧ + Ctrl + B

The *File Browser* provides easy access to your complete file system and directly links to convenient image folders such as: *Capture Destination*, *Favorites* and *Collections*. A right click in the *File Browser* opens a menu with command options for: Add to *Favorites*, Use as *Capture Destination*, *Reveal* in *Finder*, *New Folder*. Any folder name can be edited by clicking on the name itself, though volume names cannot be changed.

Layout

The view can be made narrower or wider or it can be hidden completely:

- Drag the divider to the left or right to alter the width of the view.
- Choose ***Menu*** > ***Window*** > ***Show / Hide Browser*** (or use shortcut).

Note, though, that the ***File Browser*** cannot be located anywhere else but on the left hand side of the layout.

Navigation

- Click on the arrows **1** on the header bar to navigate through recent folders. The folder name appears in the ***File Browser*** menu **2**.
- Click on the ***File Browser*** menu to reveal all folders. Click on a folder to display contents in the ***Thumbnail Browser***.
- Click on the disclosure triangles **3** to successively navigate to the desired folder. Click on the folder to display contents in the ***Thumbnail Browser***.

List of files

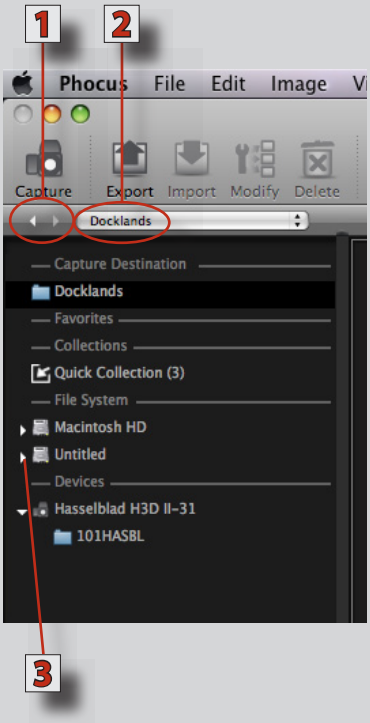
Capture Destination: Contains the folders that store imported or saved captures.

When Phocus is launched for the first time, a ***Phocus Captures*** folder is automatically created and appears on the desktop, by default. This folder becomes the automatic destination folder for all captures whether they are imported from a CF-card or directly from a tethered camera, until you choose otherwise.

You can access the ***Phocus Captures*** folder in the ***File Browser*** panel under the ***Capture Destination*** heading. Clicking on the ***Phocus Captures*** icon will cause the contents to appear in the ***Thumbnail Browser***.

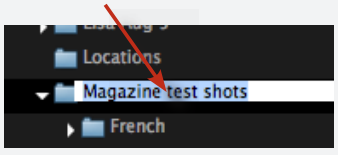
Other folders can be created or chosen as destination folders instead of the ***Phocus Captures*** as follows:

1. *Create a new folder and name it.*
2. *Choose the* File Browser *and navigate down through the menu to the new folder.*
3. *Ctrl click / Right click it to display the pop up menu where you can select* Use as Capture Destination.



Tip

Click on a folder name to edit it.



Tip

Double click folders to expand or collapse them.

Tip

Add/Remove Quick Collection

⌘ + B

Ctrl + B

*Press ⌘ + **B** / Ctrl + B to **ADD** a selected file to a **Quick Collection** from any folder displayed in the Thumbnail Browser.*

*Press ⌘ + **B** / Ctrl + B to **REMOVE** a selected file from a **Quick Collection** (as well as the Quick Collection badge from the original file in the original folder) displayed in the Thumbnail Browser.*

*A file can also be removed from a **Quick Collection folder** by using the **backspace** / **delete** key.*

Tip

Notification of any files currently being exported appears at the bottom of the file browser.

Favorites: Contains aliases of frequently used folders. Drag selected folders to just beneath the ***Favorites*** heading to add them to the list.

Collections: A ***Quick Collection*** is a compilation of links to images, that you want to keep together for various reasons. For example, it could be the best candidates from several folders kept in one place to present to a client. Files are added to the ***Quick Collection*** by shortcut or drag and drop to the folder. The figure in brackets displays the number of files in the collection. Click on ***Quick Collection*** to display contents in the ***Thumbnail Browser***.

Thumbnails that have been assigned to a ***Quick Collection*** acquire a ***Quick Collection*** icon, whichever folder they are stored in.

Note that ***Quick Collection*** files are only alias files, not duplicate files, so if the original capture is deleted from its own folder then the alias file is automatically deleted from the ***Quick Collection*** folder too. For the same reason, an alias file deleted from the ***Quick Collection*** will not cause the original file in the capture folder to be deleted.

File System: Provides an overview of the location of your local hard drives or network volumes for accessing folders.

Devices: Shows the connected camera/digital back. Only visible when a device is connected.

Hasselblad A/S
Hejrevej 30, DK - 2400 Copenhagen,
Denmark

Victor Hasselblad AB
Box 220, SE - 401 23 Göteborg,
Sweden

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