

Robert Herb Photography – Back-to-Basics Series

Lightroom Classic Library Workflow Guide (Color Label Edition – 2025)

This guide outlines the complete Lightroom Classic Library workflow after importing and keywording your underwater photos. It connects Flags, Stars, Color Labels, Smart Collections, and automation so you always know where each image lives in your process.



Page 2 – Lightroom Library Workflow Flowchart



Page 3 – Step-by-Step Workflow Explanations

STEP	DESCRIPTION
1. FLAGS	P = Pick. X = Reject (not deleted; kept for possible future AI recovery). U = Unflag to clear a decision.
2. STARS	Use 1–5 stars to rate image quality only. Stars do not indicate workflow stage. Reserve 4–5 stars for your strongest underwater work.
3. STACKS	Use Auto-Stack by Capture Time to group burst sequences such as fish schools, turtles in motion, or fast action. This keeps the filmstrip cleaner and speeds up comparison.
4. COLOR LABELS	Apply labels after culling to mark workflow stage: Red (6) = Needs Editing, Yellow (7) = Editing in Progress, Green (8) = Final / Ready to Publish, Blue (9) = Archived / Delivered, Purple = Special Projects.
5. SMART COLLECTIONS	Smart Collections use your flags, stars, color labels, keywords, and metadata to auto-organize images. Create sets such as Needs Editing, Backscatter Cleanup, Macro Portfolio, and Ready for Export.
6. DEVELOP EDITING	Work in the Develop Module on images in your Needs Editing and Editing in Progress Smart Collections. Apply your standard underwater workflow for color, contrast, clarity, and detail.
7. EXPORT ARCHIVE	Export final images from your Ready for Export Smart Collection. Then label them Blue to mark them as archived or delivered.

