Think about how you want to sort and search through your files to determine what attribute should appear first in the file name. Default sorting arranges files in order of the file name, moving character by character from left to right. If date is important, use the ISO 8601 standard for formatted dates (YYYY-

7. **Putting it all together! Write down your file naming convention.**

Make sure your file naming convention uses only alphanumeric characters, dashes and underscores. Note that some microscopes will append additional information to a file name, e.g. the image number and file format. Speak with your microscopist during instrument training for more details.

strain-treatment-specimenNumber_age_version_imageNumber.fileFormat

BL6-OVX-03_w18_raw_0001.bmp   BaC-CTL-03_w22_raw_0001.bmp

Examples of Specimen Attributes

Attribute	Example
	drug vs. placebo, quenching vs. tempering Intervention or Proc...
Location	anatomical (brain, heart); climatic (temperat...
Experimental	microscope settings (e.g. 10x, 20x...
	load vs. non-load bearing; reproductive vs. vegetative Function