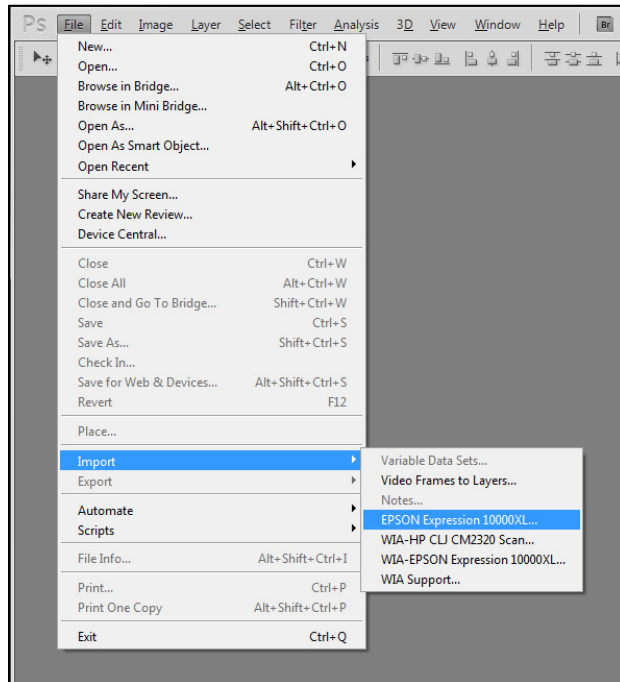


Epson Flatbed Scanner

The Epson flatbed scanner is capable of scanning printed material, up to 12"x16" such as books and mounted photographs. Slides should be scanned with the Plustek OpticFilm slide scanner.

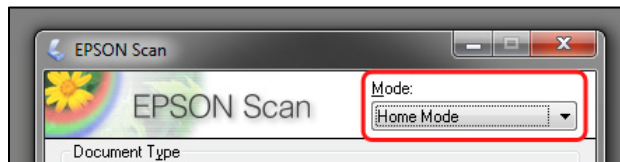
1. Turn on the computer and log on using your UNM netid and password
2. Turn on the Epson Expression 10000XL.
3. Open Photoshop CS5 (not the 64bit version)
4. Select the Epson scanner as your import device.
 - a. File > Import > EPSON Expression 10000XL...



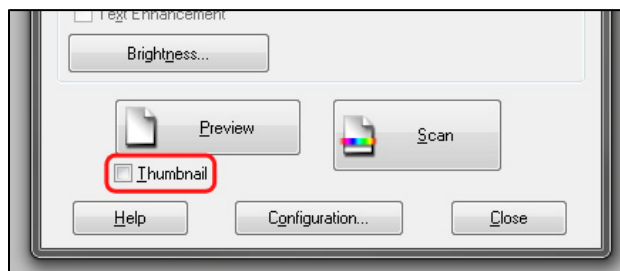
- b.
- c. This will open the Epson Scan software and allow you to import images into Photoshop.

5. Set up initial settings.

- a. Change the mode to "Home Mode"

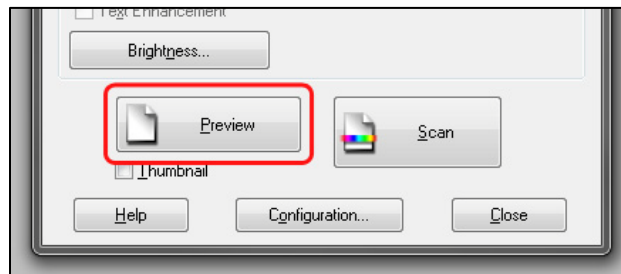


- b.
- c. If you are familiar with other modes feel free to use them.
- d. Ensure that the "Thumbnail" option is unchecked in the lower left corner of the Epson Scan window.

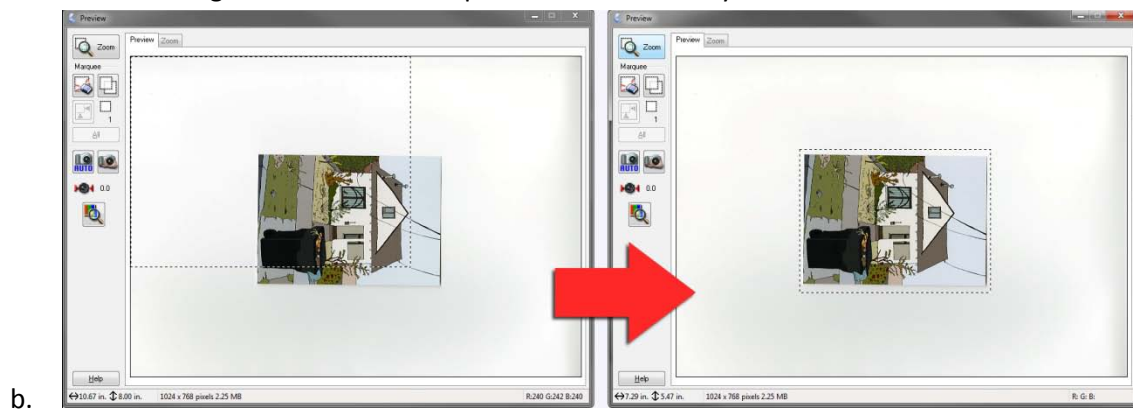


- e.

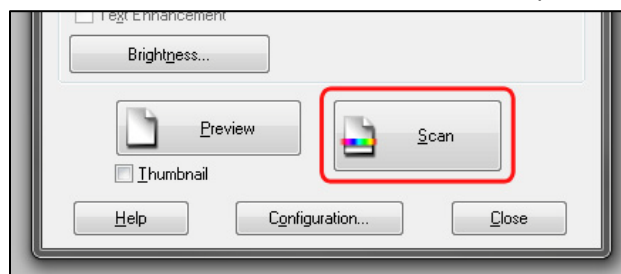
6. Raise the lid of the scanner and place your material to be scanned face down on the glass. Be careful not to touch the glass. Fingerprints can affect the scan quality.
 - a. You do not need to align your source material in a particular way.
7. Press the “Preview” button in the lower section of the Epson Scan window.



- a.
 - b. The scanner will then take a quick scan of the entire scan area.
 - c. The preview window will load a preliminary scan of your material.
8. Determine your target scan size in the Epson Scan window
 - a. If scanning images for a presentation select the following:
 - i. Destination: Screen/Web
 - ii. Target Size: Screen 1024x768
9. Position your selection
 - a. Selecting the target size in the previous step creates a rectangular marquee in the preview window. Drag and resize this marquee around the area you would like to scan.

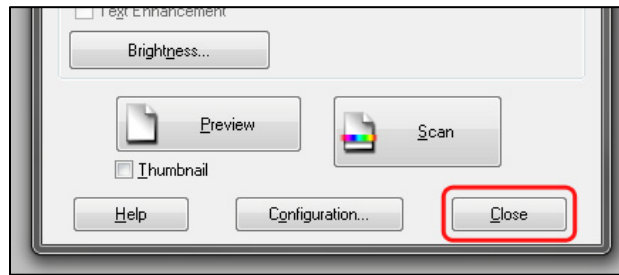


10. Press the “Scan” button in the lower section of the Epson Scan window.



- a.
11. After the image is scanned, an untitled document will be placed in the working area of Photoshop.

12. Close the Epson Scan software.



- a.
- b. You will not be able to alter or save the image if the Epson Scan software is still open.

13. You can now save or process the image in Photoshop.

14. Please turn off the scanner, computer and monitor.

