

TUTORIAL GUIDE

1. Scanning

When you scan an image, you need to get a scan that has the full range of values present in the original. The key to these techniques is to get the best possible scan out of your scanner and then to adjust the image slightly in Painter or Photoshop.

To open the scanner software:

Click on the scanner icon in the docking bar.

1. Begin by setting up the default brightness, contrast and colour balance controls on the scanner by clicking '**Reset**'

2. Make sure you are in '**Professional mode**' and **not** Full Auto Mode.

3. Select the document type: **Reflective** for drawings, prints, photographs etc. Film: for negatives

4. Select **24 bit colour** (not 48 bit)

5. Determine the right **resolution**. Unless you intend to work with very large images, choose **150 dpi**.

6. Click '**Preview**'.

7. **Select** the part you want to scan in the **Preview Window** by drawing a 'rubber-band' around the section. You can delete marquees or resize them.

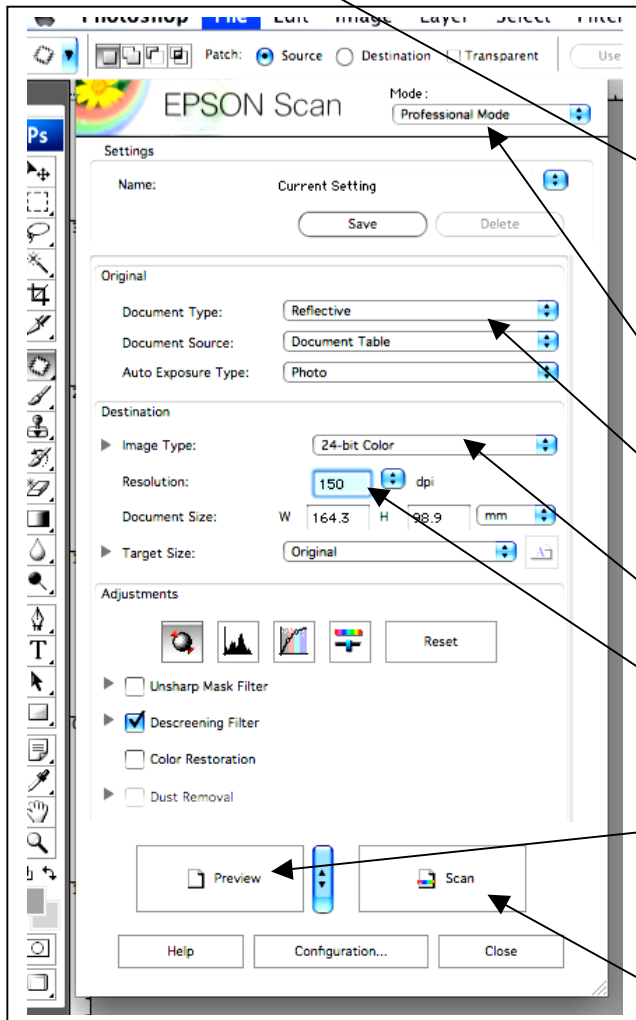
8. Scan your image by clicking **Scan**.

9. You will now be asked to save your image:

10. Choose the location of your folder.

11. Give your scans a pre-fix; for instance you might want to use the title of your current project or theme. The scanner will automatically number your scans, but just check whether it begins with '001'.

12. Click 'OK'.



File Save Settings

