

Using the Epson Scanner

Epson flatbed scanners are located in each of Emerson's computer labs. All are capable of scanning pictures and documents, and most can scan slides and negatives as well.

Getting Started

Place your photo or document face-down on the scanner bed. If you are using an Epson 4490, you may alternatively place pages face-up into the document feeder on top.

The Epson V750, 4990, and 3200 scanners are capable of scanning slides and negatives. These must be placed in a film holder, which can be checked out from the Lab Assistant. Remove the white card from the lid of the scanner before scanning transparent materials, and be sure to replace it once you are done.

Using the Software

To access the Epson SCAN utility, open Adobe Photoshop, and select **File > Import > Epson Perfection V700/V750** (or **4990, 4490, or 3200**). Please note that to use an Epson Perfection 3200 on a Macintosh workstation, you will need to launch EPSON Scan directly from the Applications folder.

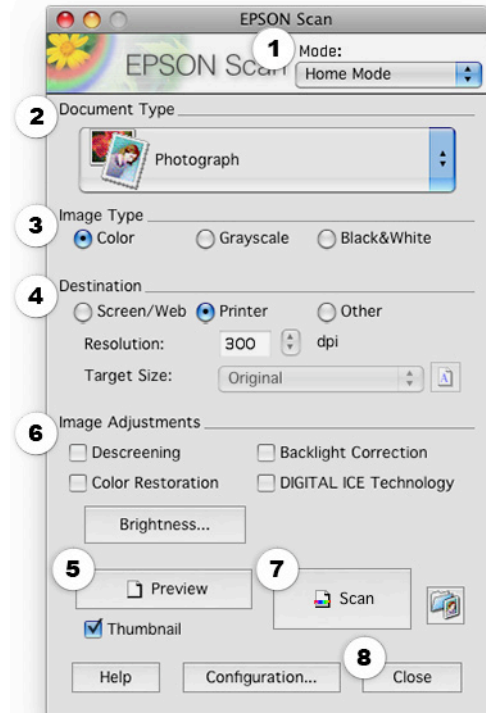
1. Set EPSON Scan to **Home Mode**. (Advanced users who want greater control over their images can use **Professional Mode**.)
2. Select your document type from the drop-down menu. For example: select **Positive Film** when scanning slides, and **Negative Film** for negatives.
3. Choose the appropriate color setting under **Image Type**.
4. Select the destination that best describes your use for the scanned image (i.e., Web or print). EPSON Scan will set the proper scanning resolution based on this choice. Selecting **Other** will allow you to set your own resolution.
5. Click the **Preview** button to make an initial scan. A preview image will open up in a new window. You may click and drag on this image to select a specific area to be scanned.

6. At this point, you may click the **Brightness** button to adjust the brightness and contrast of the image. You may also apply other optional image adjustments:

- **Descreening** removes halftone patterns from printed items such as newspapers, magazines, or books.
- **Color Restoration** corrects colors in faded photographs.
- **Backlight Correction** removes shadows from backlit photographs.
- **DIGITAL ICE Technology** removes dust and scratch marks from color positive and negative film.

7. Click the **Scan** button to make a final scan.

8. **Close** EPSON Scan to begin editing the image in Photoshop.



For additional information, or if you need any help with scanning, please see the lab assistant or call the IT Help Desk at 617.824x8080.