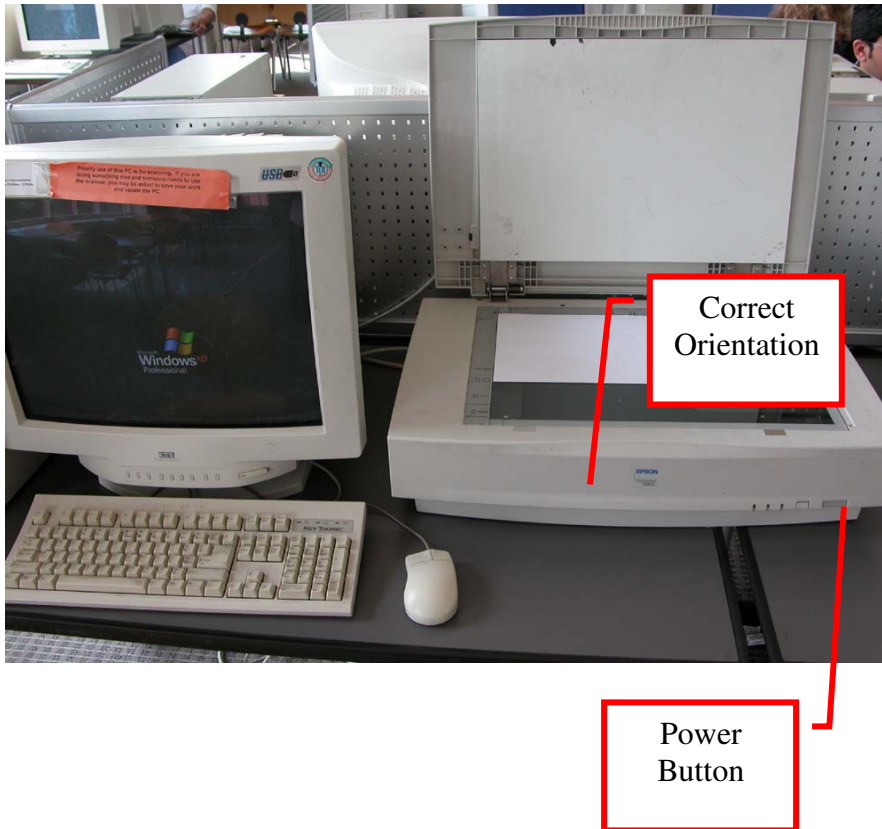


How to Use the Flatbed Scanners



1. Place the drawing on the scanner with correct orientation
2. Open Adobe Photoshop
3. Click FILE
4. Click IMPORT then Epson 1640XL
5. The Epson scanning window will open
6. Click PREVIEW
7. Using the 'hot boxes', outline the area you would like to scan
8. Check the Properties of the scan -- Resolution, Color or B&W or grayscale, etc.
9. Click SCAN
10. The area you outlined will then appear in its own Photoshop window
11. Click FILE then SAVE AS to save the image. Be sure to select JPEG or TIFF or GIF as the file type.