

A quick guide to scanning negatives on the Epson scanner:

1. Image 1 is the film holder for putting negatives into.

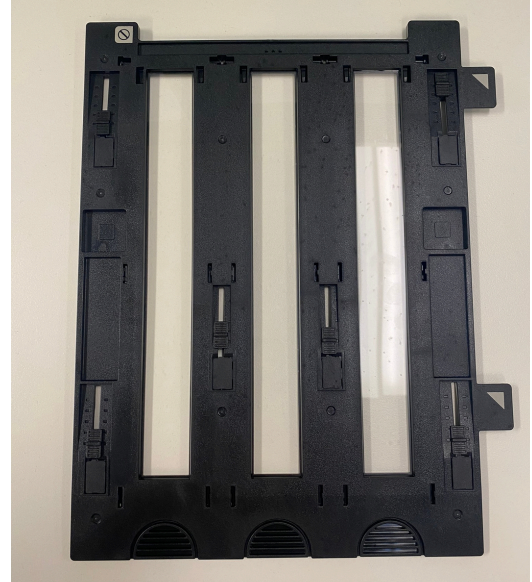


Image 1

2. Carefully remove the top part of the film holder by placing your finger on the semi circle and pressing down gently, to load negatives flip the holder over.



Image 2

3. Once turned over insert either one, two or three strips of negatives into the holder, with the shiny surface facing down.



Image 3 set

4. Gently re-attach the top part of the film holder to hold the negative strips in place.

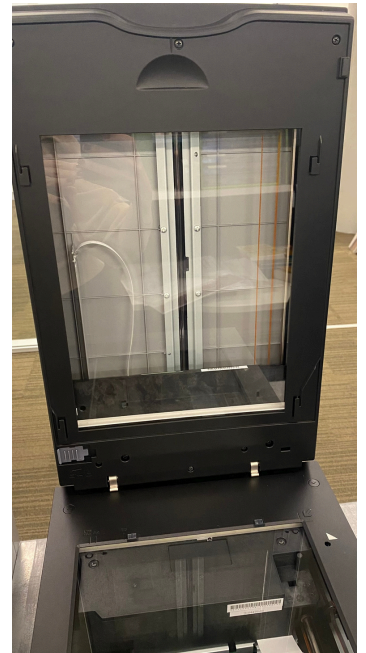


Image 4

5. Once the negatives are secured in the film holder, open the scanner and remove the white document mat. This is done by holding the black, semicircular handle at the top of the document mat, then slowly lifting it out.



Image 5 set



6. Place the film holder on the glass panel in the scanner, ensuring that the arrows line up and click into the correct part of the scanner, as below. Once this is done, close the lid of the scanner.

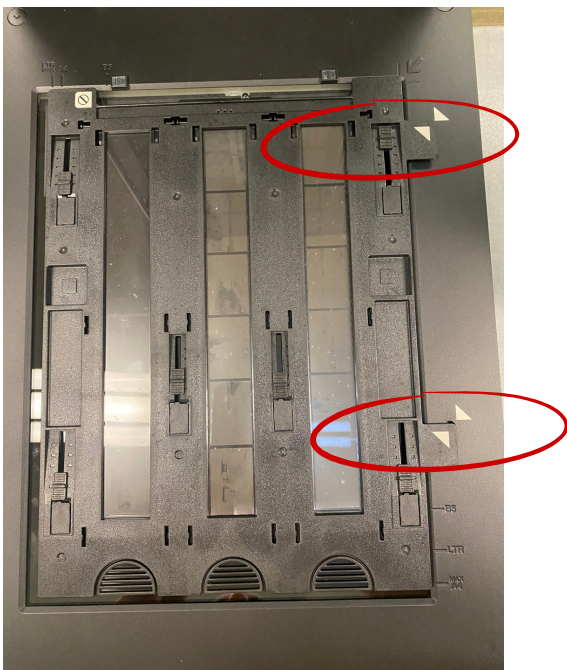
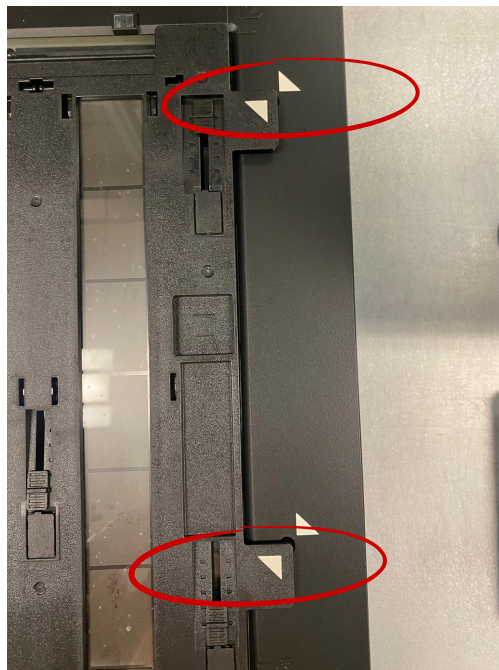


Image 6 set



7. Now that the scanner is set up, double-click on EPSON Scan from amongst the list of icons on the computer desktop.

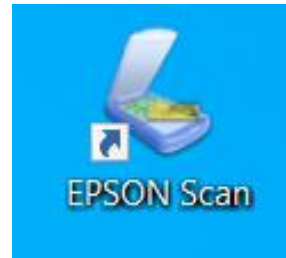


Image 7

8. This will take you to the main menu for the scanner. At the top-right of the screen, ensure that 'professional mode' in the drop down is selected.

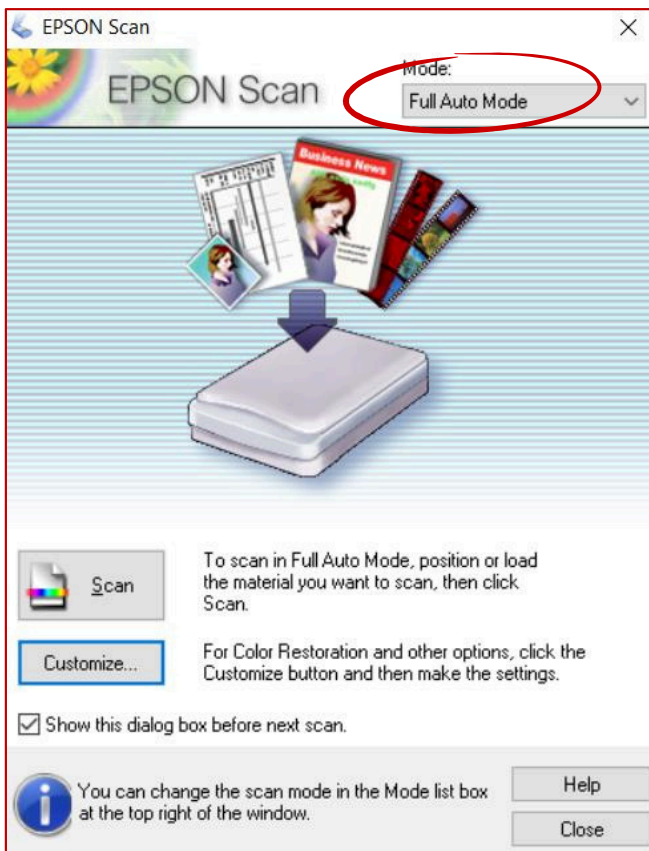


Image 8

9. From here, you can specify what sort of negatives you are scanning if they are color or black and white, you can also adjust the dpi should you desire.

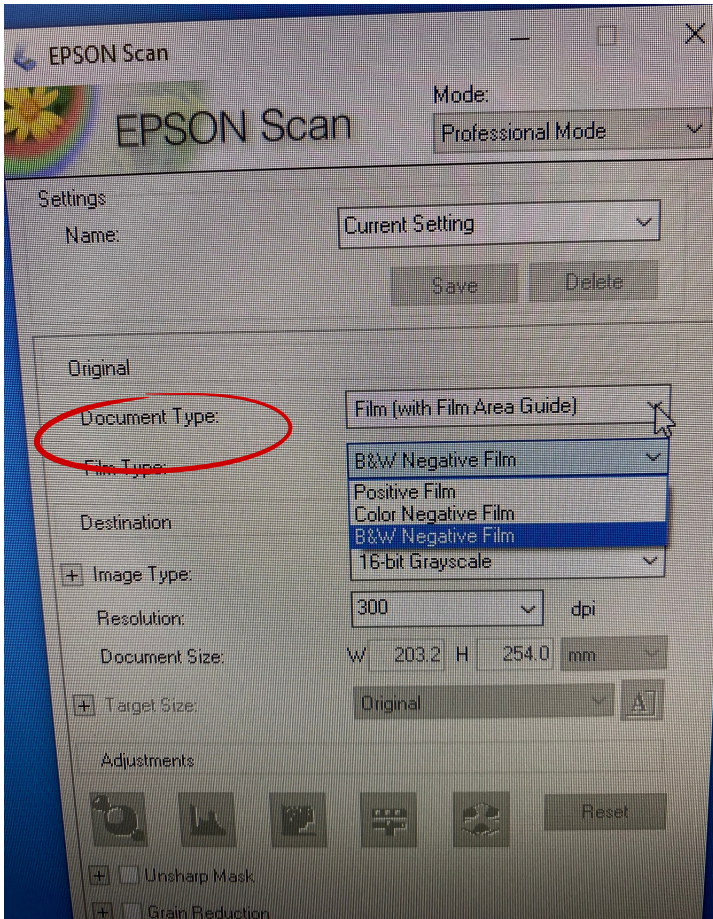


Image 9

10. Once you've done this, click on 'preview' and images will upload for your reference then you click on 'Scan' the 'ok'. After a short pause the scanning process will now start. NOTE: Depending on the number of negatives, it can sometimes take several minutes. Once the scan is complete, the Epson Scan program will close.

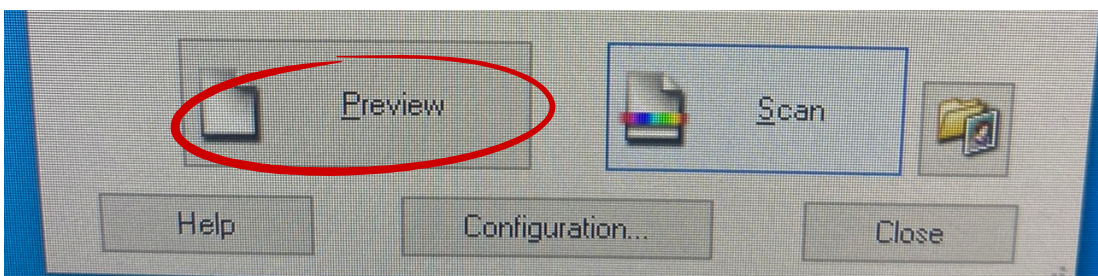


Image 10

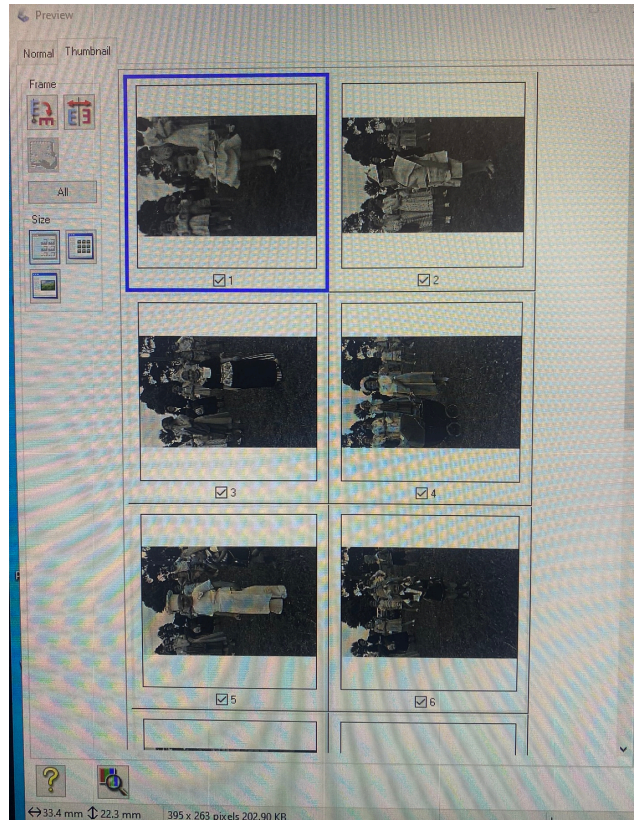


Image 11

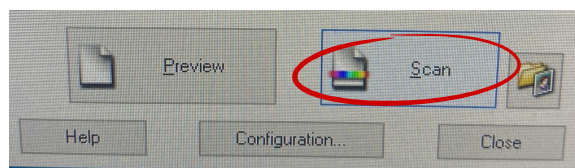


Image 12

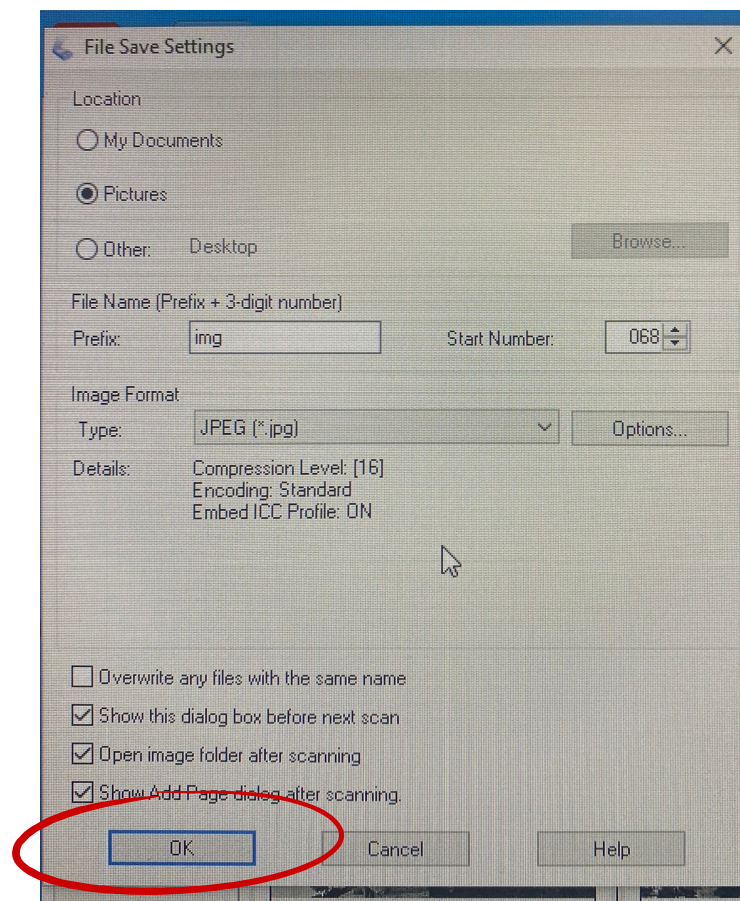


Image 13

11. To scan more negatives, simply repeat the process above by replacing the negatives and scanning them again.

12. When you've finished scanning, locate the files that you've scanned open 'this PC' in the desktop, then go into Pictures and transfer these to a USB storage device, external hard drive, or to a cloud storage program. You should then delete the files from the computer.

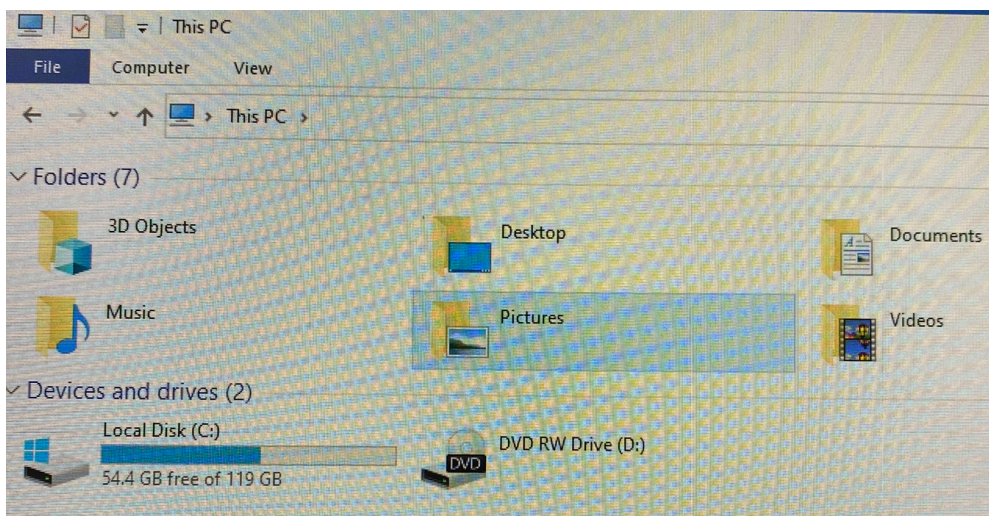


Image 14

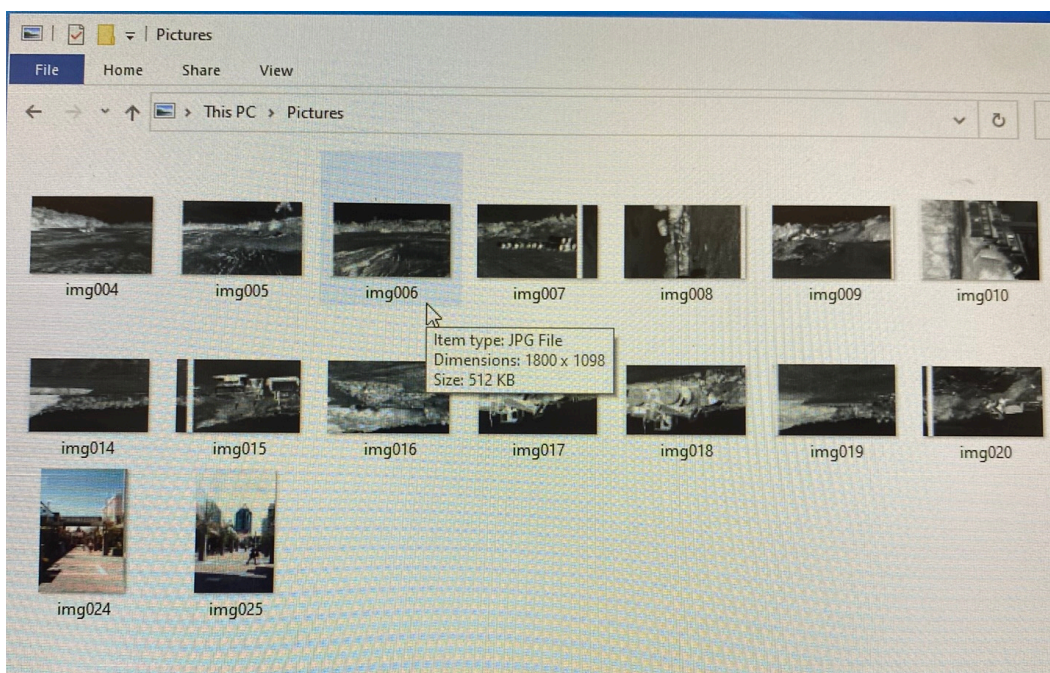


Image 15