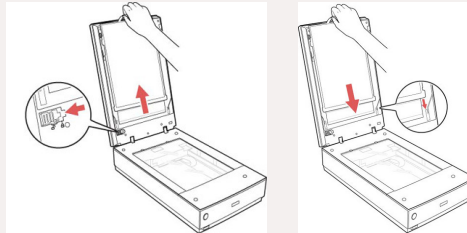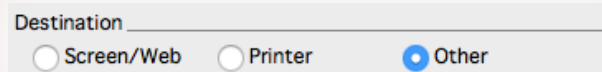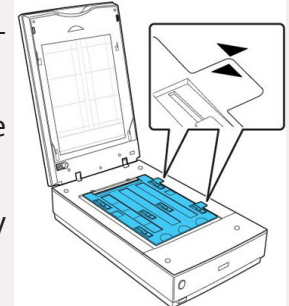# Epson Perfection V800

Scanning Slides & Film

In order to scan slides and film, you will need to use the proper scanning trays. The Jones Media Center has trays available for in-house use only. These can be checked out at the circulation desk. Before scanning any type of slide or film, always **remove** the Document Mat from the scanner to uncover the transparency unit. Make sure you **replace** the Document Mat when you are finished scanning.

1. Launch the Epson Scanner utility by clicking the icon in the dock.

2. In the EPSON Scan window, set the Mode drop-down menu to **Home Mode**.

3. Select the **document type** (e.g. for scanning film or slides, choose Film).

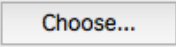4. Set **Destination** to **Other**.

5. Load your documents into the proper tray, then flip the tray and align its arrows with the arrows on the scanner.

   - For 35mm film strips, medium format film, and 4x5 inch film, place the film in its corresponding tray with the shiny side **facing up**.

   - For 35mm slides and oversized film, place the film in its corresponding tray with the shiny side **facing down.**

6. The **resolution** setting depends on the intended use of the scanned image. See the **Scanning Images: Resolution & File Type** quick reference for more detailed information.

7. Click the **Preview** button.

8. In the Preview window, you can **adjust the scan area** by moving/resizing the marquee (moving dotted line). To draw a marquee, hold down the mouse button and move the cursor over the preview image. You can also rotate images using the **Rotate** button.

9. Click the **scan** button in the EPSON Scan window.

10. In the File Save Settings window, click the **Choose...** button to specify the **location** in which you want to save your scanned images, then press "OK" to save your images.

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