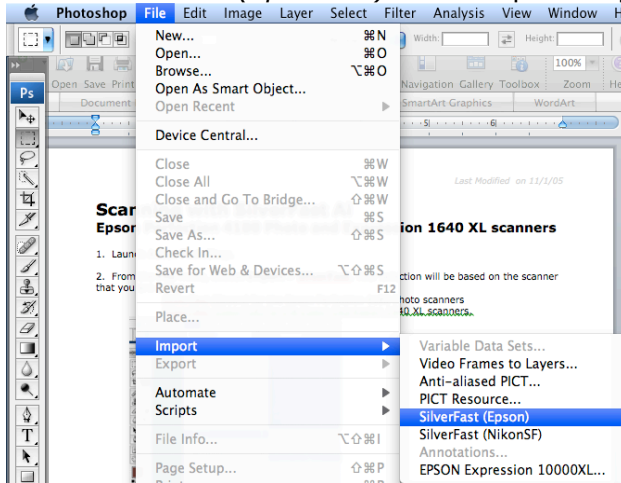


Scanning with SilverFast Ai

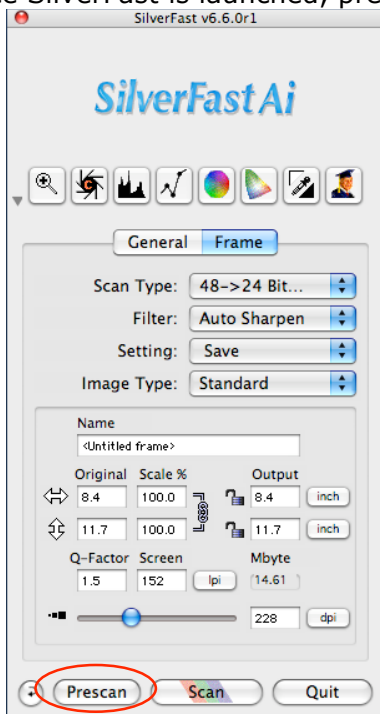
Epson Perfection 4180 Photo and Expression 10000 XL

1. Launch Adobe PhotoShop.
2. From the **File** menu, choose **Import > SilverFast(scanner)**. Your selection will be based on the scanner that you are using:

SilverFast (Epson) for the Epson Perfection 4180 Photo scanners
SilverFast (EpsonTI8) for the Epson Expression 1640 XL scanners.

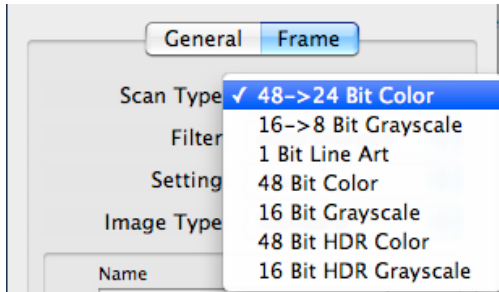


3. Once SilverFast is launched, press the **Prescan** button to view your image.



4. Adjust the size and placement the *Selection Marquee* (highlighted area) to frame the portion of the image that you wish to capture.

5. Under **Scan Type:** choose *42->24 Bit Color* for a color image and *16-8 Bit Grayscale* for grayscale.



6. Now you must adjust the image quality for type of image you are scanning. There are 2 ways to do this:

- a. Click the **Auto-Adjust** button. This will automatically adjust the highlights, shadows, brightness, and contrast of the image.



-OR-

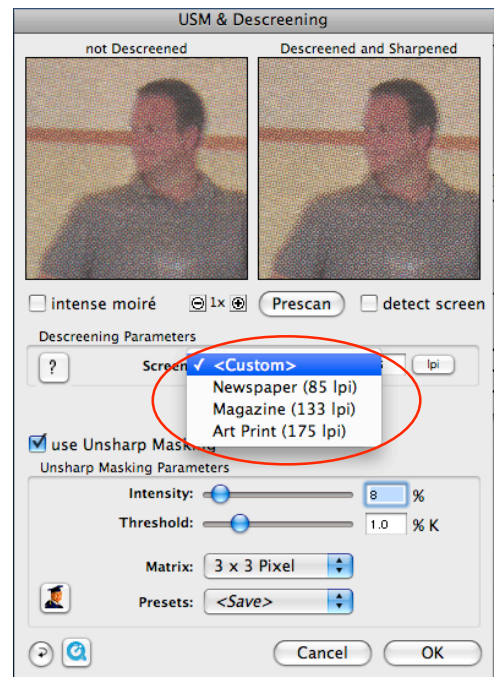
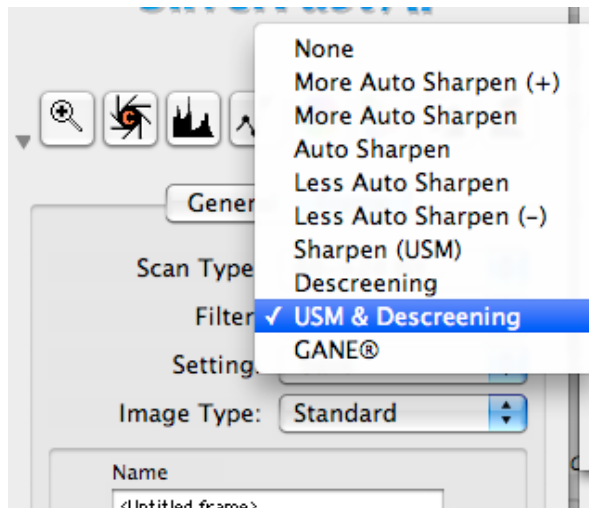
- b. Manually adjust the brightness, contrast, levels, curves, color, etc. by clicking on the **Histogram**, **Gradation-Adjustment**, and **Color Correction** buttons and adjusting the levels in those menus.



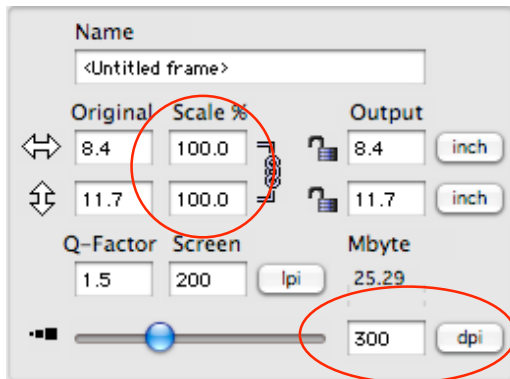
7. If you are scanning a newspaper, magazine, or art print, you should descreen the scanned image for maximum image quality and sharpness. Select **USM & Descreening** in the *Filter* field.

The **USM & Descreening** dialog box will appear. Next to *Screen*, identify what type of print your document is.

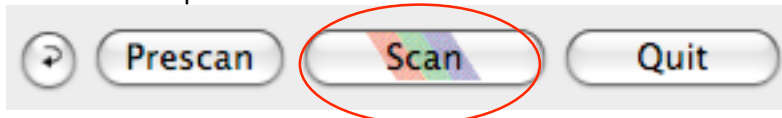
If you want, you can click **Prescan** and then click the little box onto part of your scanned image to see a preview of what the descreening process will do to the image.



8. Adjust the size of your image. The resolution should be 300 dpi at 100% of the image size. You may also wish to scale the image at this point. Do this by entering a percentage in the appropriate box.



9. When all of your settings are the way you want them, click the **Scan** button. This will scan your image into PhotoShop.



For questions or comments regarding this document, please email docxteam@hamilton.edu.