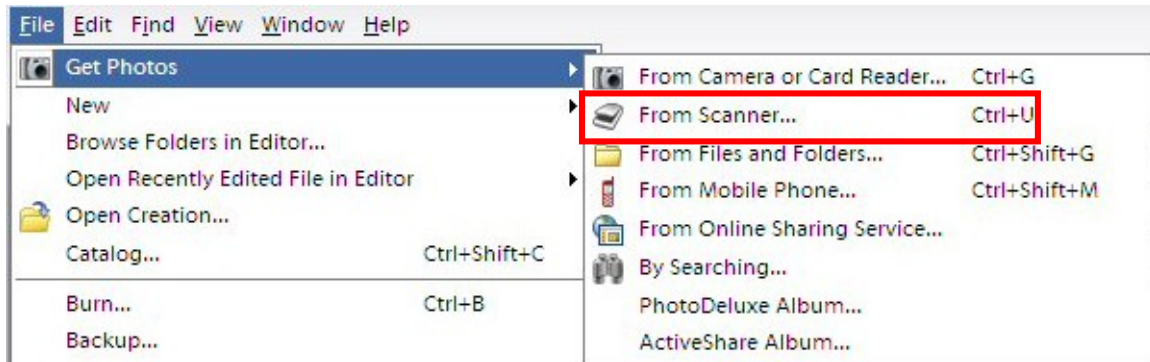


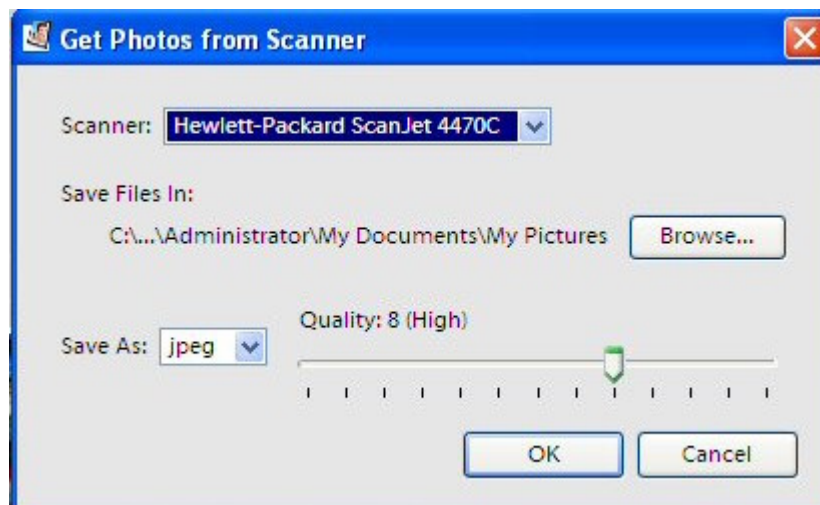
How to Scan Multiple Images and Divide Them

There are many applications such as Adobe Photoshop Elements that allow you to scan images from within the application itself. This is particularly useful if you plan/need to edit your images once they have been scanned. We'll take a look at an especially useful feature of Photoshop Elements – the ability to scan multiple images, divide them and then straighten them, if crooked.

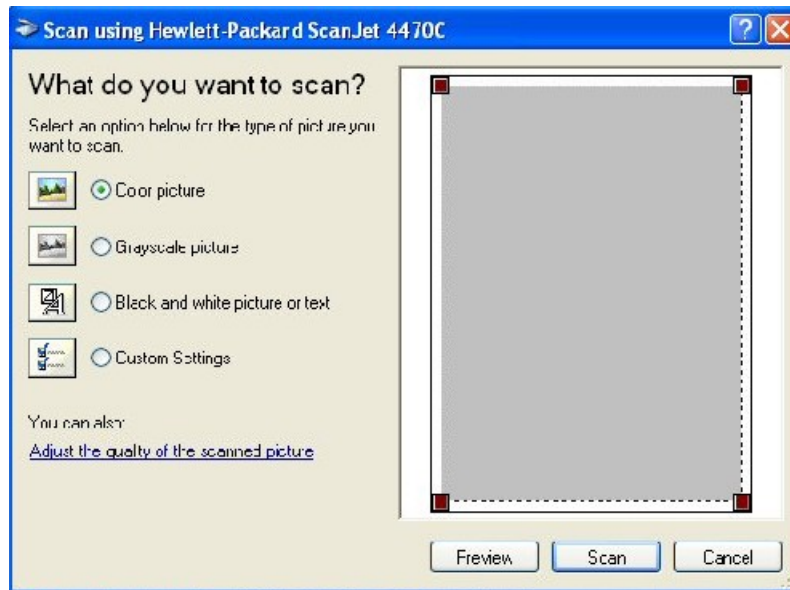
1. Launch Adobe Photoshop Elements. At the Welcome Screen, select Import and View Photos.
2. When the photo organizer screen appears, in the toolbar at the top, click on File > Get Photos > From Scanner:



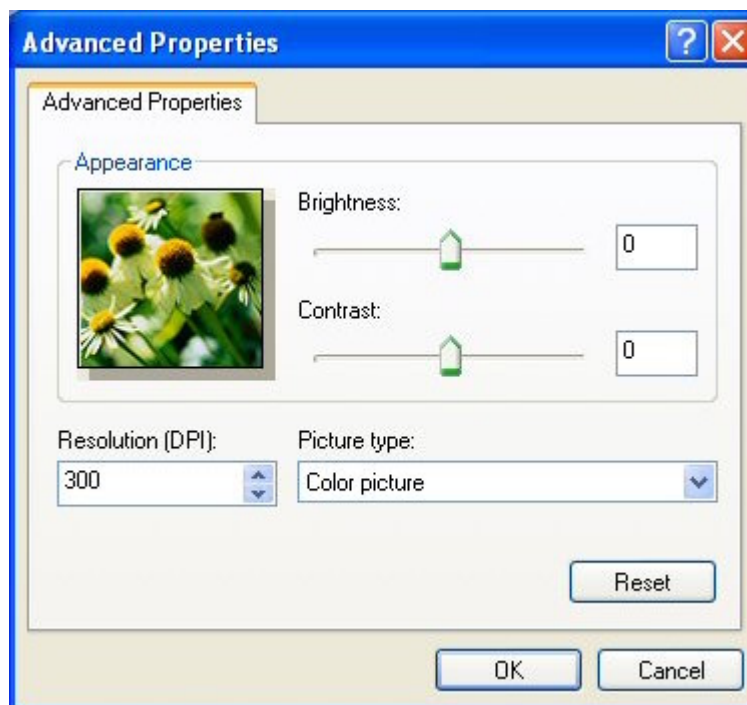
3. When the following dialogue box appears, select the scanner (in the LRC, it's the ScanJet 4470C), select the folder for saving your images (click "Browse" then navigate to the folder you want, select it and click "OK" to close the dialogue box and return to this screen), designate the file format (usually jpeg, which is the default), and set the quality (the default of 8 is fine). When you've made your selections, click "OK."



- The next screen asks you to select the type of image you are scanning. We'll select "Color picture" for our tutorial. Notice that at the bottom there is a link to adjust the quality of the scanned picture. Let's click on it and see what's there.

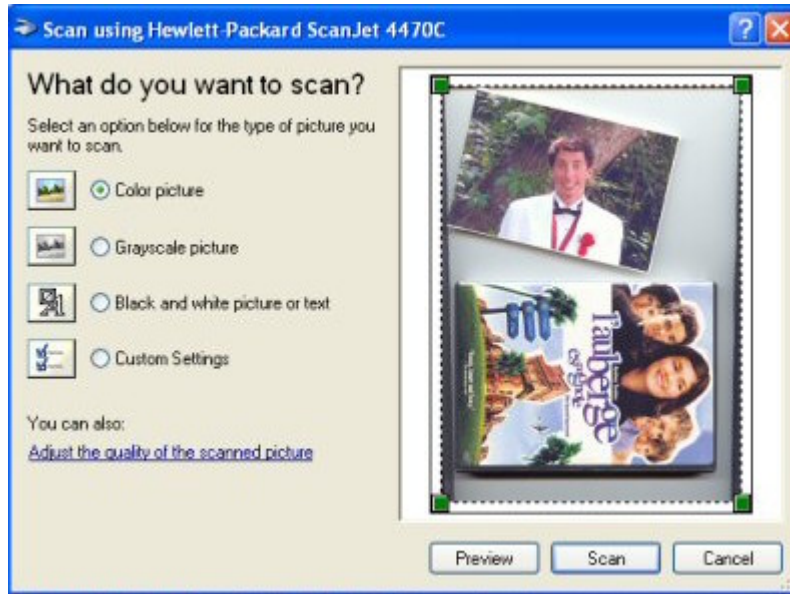


- When you select "Adjust the quality...", you will be taken to the following screen:

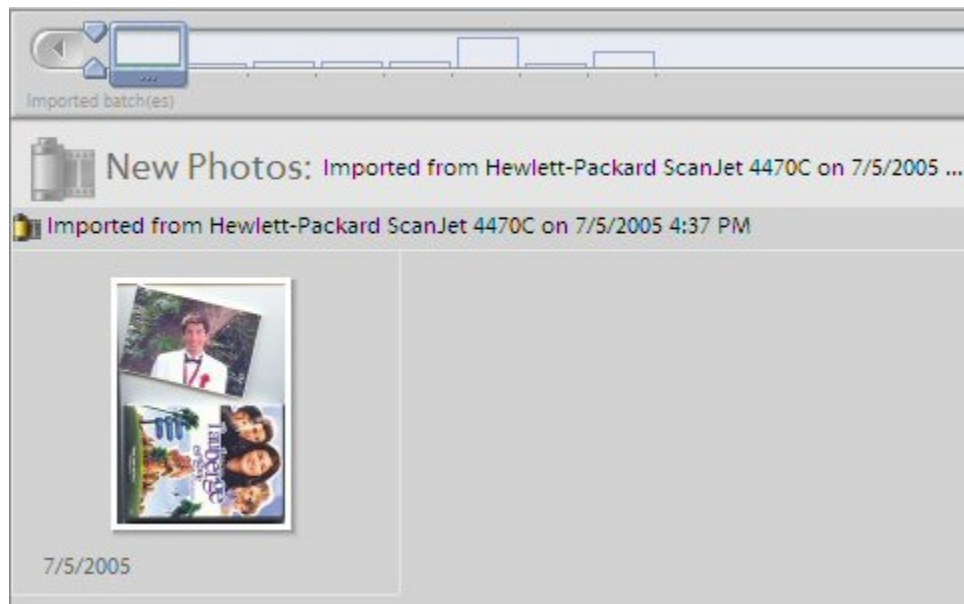


You can adjust the **Brightness** and **Contrast** by moving the sliders right or left. You can also re-select the **Picture type** and change the **Resolution**. In this case the resolution is too high, so let's reset it to 150 dpi, which should be more than sufficient. When you've made the changes, click "OK" and you will return to the preview screen.

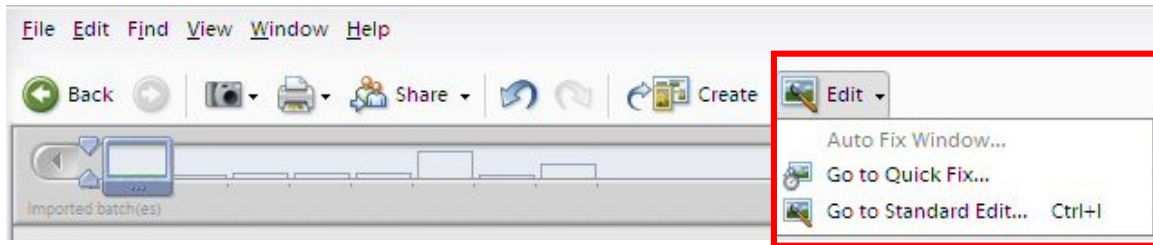
- To begin the scan, click the **Preview** button. If you get a message that says “Waiting for scanner...” be patient – it’s warming up. Eventually, your patience will be rewarded with a preview of your scan:



Normally, I would then use the green handles to resize the first image, scan it, save it and repeat the process for the second image. However, this time, let’s let Photoshop Elements do the work for us. Go ahead and click **Scan** to scan the whole mess. Photoshop Elements will scan the entire sheet (both images) and then place the single image in the Organizer:

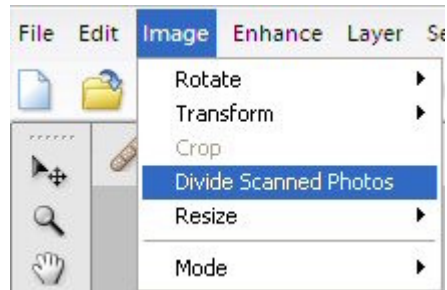


- To proceed with dividing our images, we need to move from the Organizer to the Editor. To do this, simply click on the **Edit icon** (in the toolbar at the top) and in the drop-down menu select **Standard Edit**.



Photoshop will automatically carry your image over to the Editing workspace.

8. Once you are in the Editor, on the toolbar at the top of the screen, select Image > Divide Scanned Photos:



Now watch the magic. In a few seconds, Photoshop Elements will divide the one scanned image into two separate photos and magically straighten the crooked photo of the handsome devil in the white dinner jacket:



9. Only two things remain. First, save the image of the handsome devil (click on File > Save then name it, select the format [.jpg] and click OK. So much for that photo.
10. Finally, we need to rotate the image of the DVD. Begin by selecting the thumbnail of the DVD in the photo bin at the bottom of the screen (to select, left-click once):



The photo now appears in the workspace. To rotate the photo, simply click--on the toolbar at the top—on Image > Rotate > 90 degrees left. The photo will right itself and all you have to do is save it.

Pretty nifty, huh??!!

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