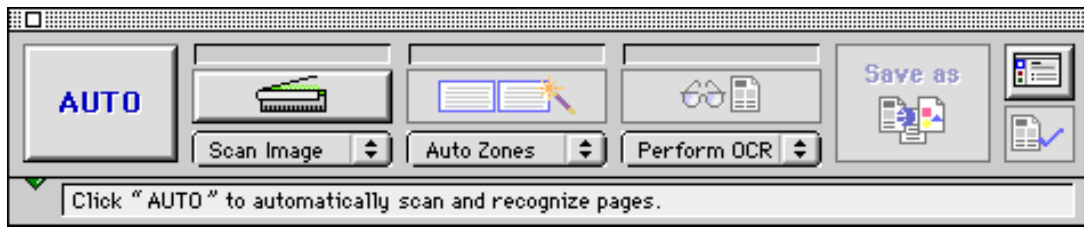
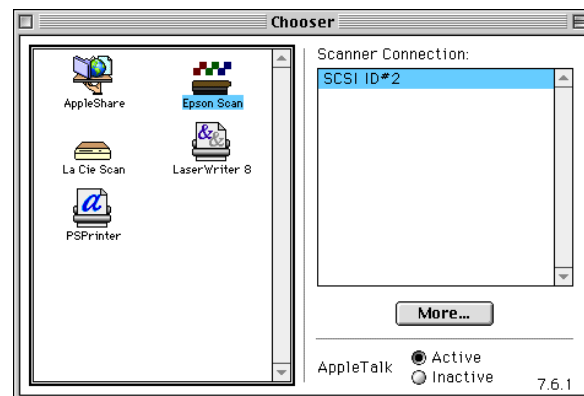
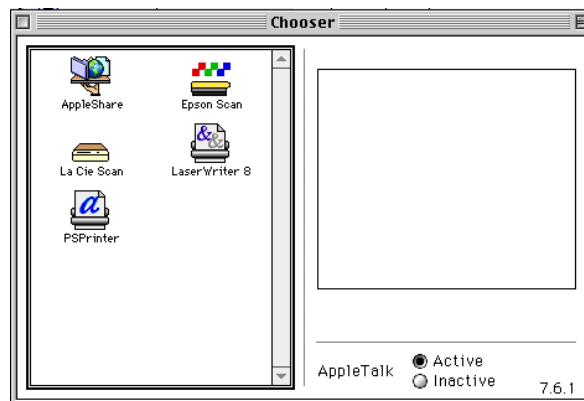


Scanning Text into the Computer

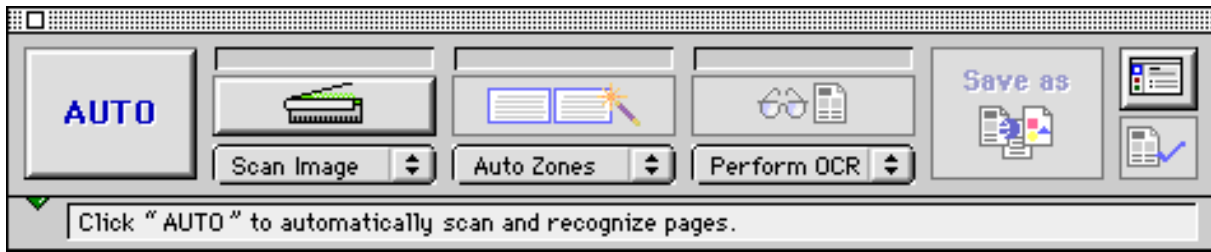
1. Make sure that the scanner is on.
2. Open **OminPage Pro 6.0**. It can be found in the **Scanner Folder** in the hard drive.
3. Place the page you want on the scanner (top of page in the upper right hand corner).



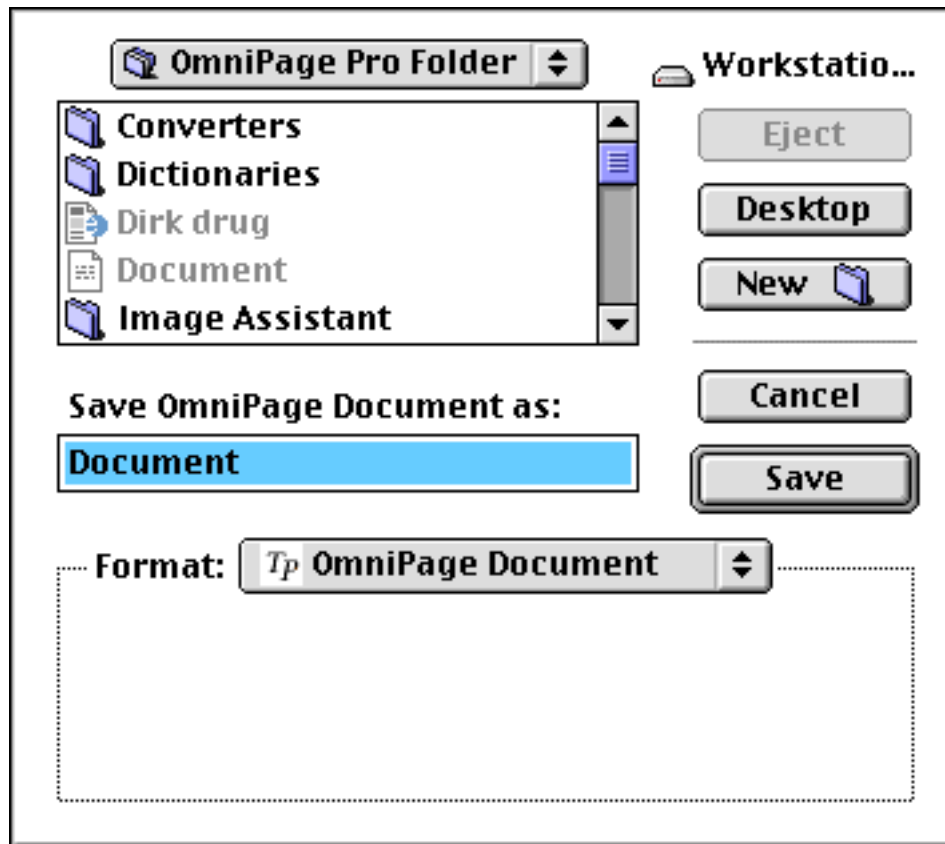
4. Click once on the button above the words **Scan Image**. The scanner will now begin to scan the page into the computer. If not then you need to go the **Apple Menu** and pull down to **Chooser**. Click on the **Epson Scan** icon and **SCSI #2** should appear on the right side of the screen and then close the **Chooser**. Then try your scan again by clicking on the button above the words **Scan Image**.



5. After the image is finished scanning a window should appear on the screen with the picture of the page in it. Drag through the parts of the document that you want to the computer to recognize.



6. Click on the button above the words **Perform OCR** and the computer will bring up another page with the recognized text in it.
7. If you have more than one page to scan then repeat Steps 3 - 6 until all pages are scanned into the computer.
8. Check your document for errors. The recognition software is not 100% accurate. You will have to make some changes. The words underlined in green are what the computer has had a problem with.
9. Click Save As and click on **Omni Page Document** and pull down to either **ASCII** or **Word 6.0**. This allows you to open the document in your word processor at home for further editing.



10. Type the name you want the document to have, put your disk in the computer and then click **Save**.