

How To Scan a Picture...

1. Open up Paint Shop Pro 6.
2. Place your picture or image on the scanner flush with the side and corner of the scanning bed.
3. Go to 'file', then 'import', 'twain', and 'acquire'
4. This will bring up VistaScan. VistaScan is the program in which you will actually scan the image. Paint Shop Pro is the program in which you resize, manipulate, and save your image.
5. Choose between the beginner and advanced buttons at the top of the window. For these instructions, we recommend the beginner button.
6. In VistaScan, click on the preview button. This will scan the whole bed of the scanner to give you a visual of what it sees. When that has completed view the image and decide what portion you actually want to scan.
7. Once you have decided what part you want to scan, crop that section by manipulating the dotted lines into a box around it. If you place the cursor on a dotted line, the cursor should then change into a double-sided arrow. Click and hold down the mouse and you can move the line wherever you need to.
8. Once you have boxed the area you want to scan, click on the 'color photo' button. (If you wish, you can experiment with the other three buttons to get the desired effect, this is just our suggestion). The image will begin scanning. When it has completed its task, the scanned image will automatically show up in Paint Shop Pro. You will be able to look at it, but you can not do anything in Paint Shop Pro until you have closed VistaScan. Once you are ready, Close VistaScan by clicking on the X in the top right corner.
9. At this point, you may want to check the size of your image. This can be done by merely clicking on the image, and looking in the bottom right corner of Paint Shop Pro. A file size will appear. If the file is too big you may want to resize the image to fit on the disk. If the size is satisfactory, you may proceed