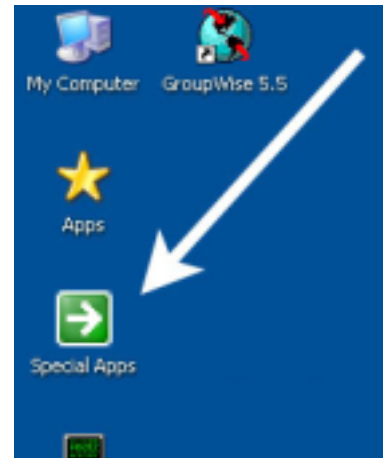
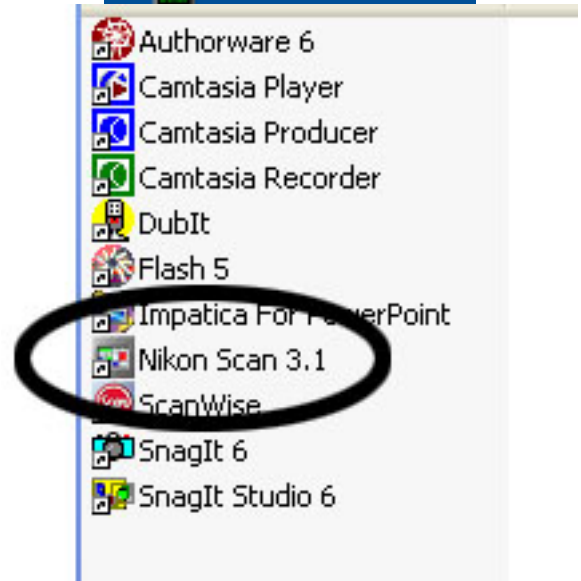


Using the Slide Scanner in the Hub

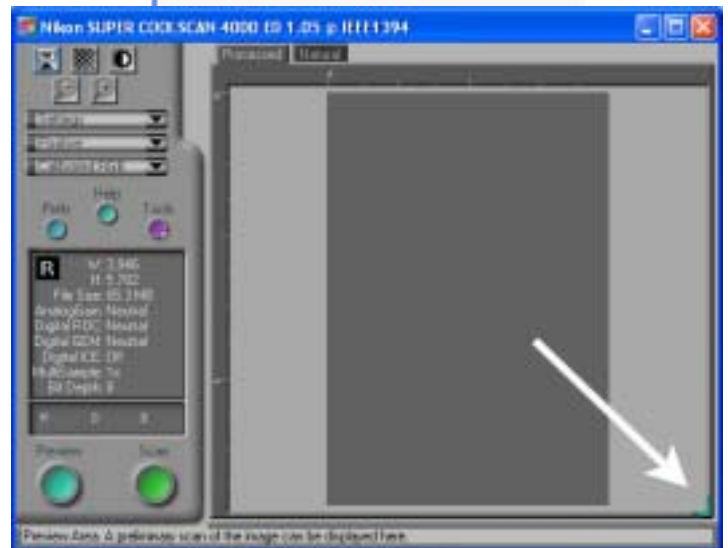
1. Login to the "antisocial" computer in the Hub (it's the only computer by itself with a green scanner attached). Double-click on the "Special Apps" icon.



2. Double-click on "Nikon Scan 3.1" in the "Special Apps" folder.

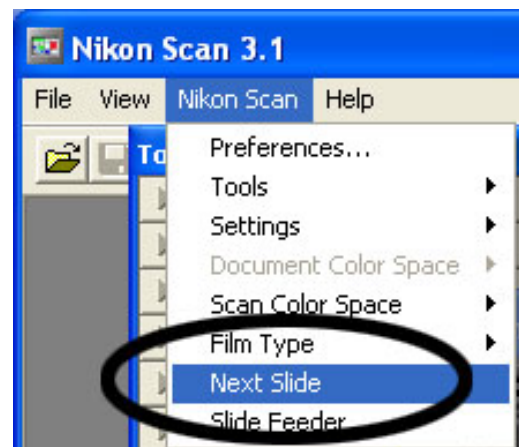


3. Move the "Nikon SuperCool 4000 Scan" window down and to the right (by clicking on the blue bar at the top of the window and dragging the mouse) to show the window that is hidden behind shows.

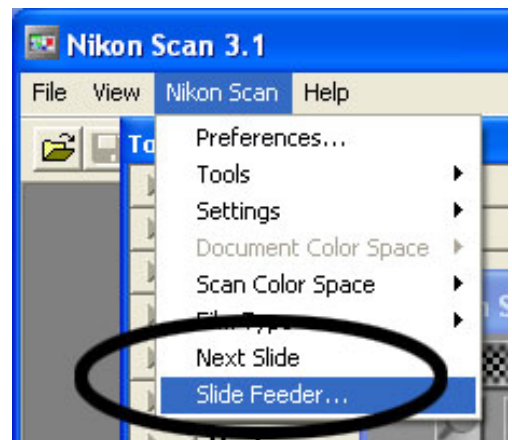


4. Open the cover of the slide scanner to insert your slides. Push white plastic pushplate back. **Place your slides into the slide feeder so that the image is aligned horizontally and with the emulsion facing the push plate ("this side toward screen" side facing forward, i.e. if you were the push plate the slide would look backward).** **DO NOT** attempt to load more than 50 slides, or to remove a slide while scanning is in progress.

5. In the Nikon Scan 3.1 window, click on "Nikon Scan" in the menu bar and choose "Next Slide".



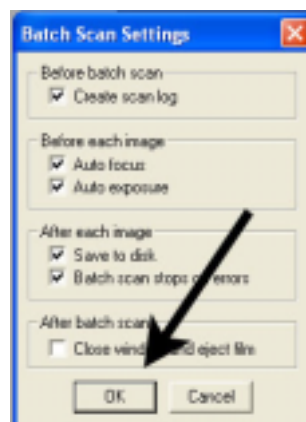
6. In the Nikon Scan 3.1 window, click on "Nikon Scan" in the menu bar and choose "Slide Feeder".



7. Enter the number of slides you would like to scan and then click on the "Scan" button.



8. Leave the "Batch Scan" settings as they are and click the "OK" button.



9. Set the file settings in the "File Saving Settings" menu.

First, enter the name you'd like to give each of your images. Each image will have the name you enter along with a number.

Then, choose the location in which you want your images saved (most likely somewhere on your H:\ drive).

Finally, choose the compression settings to be "JPEG (JFIF compliant)".

Then, click "OK".

