

## Using the Canon Desktop Scanner and Capture Perfect Software

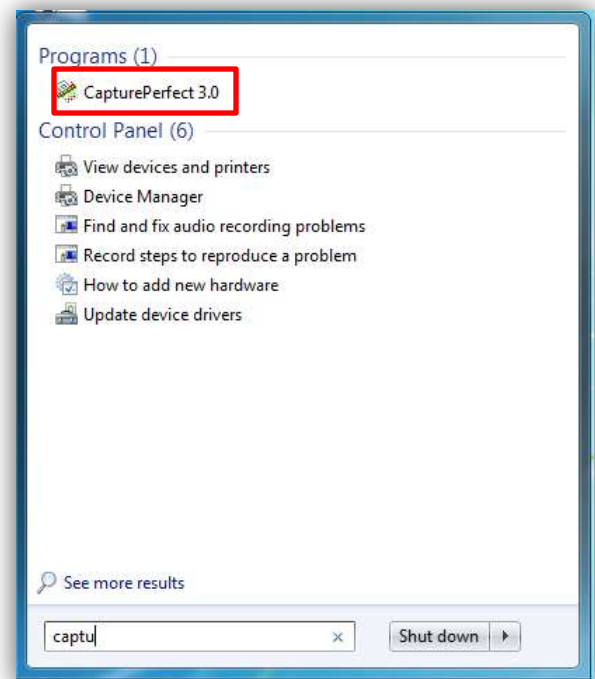
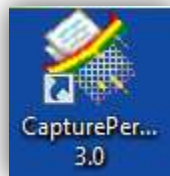
1. Make sure the scanner is turned on before trying to scan and you have opened the compartments to scan documents, as shown.



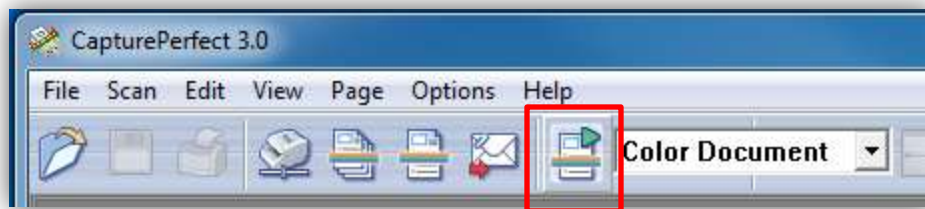
2. You can scan one sheet or several sheets to make one document. Place sheet(s) in bottom tray face up.

3. Go to your computer and start the **Capture Perfect** Software – there should be an icon on your desktop.

Alternatively, click the Start button in the lower left corner of your monitor, start typing Capture in the search field, then click **Capture Perfect** at the top of the menu:



4. Click the **Scan JOB** icon near the middle of the screen.



5. Click **File > Save Page As** and select the location where you will save your file.

