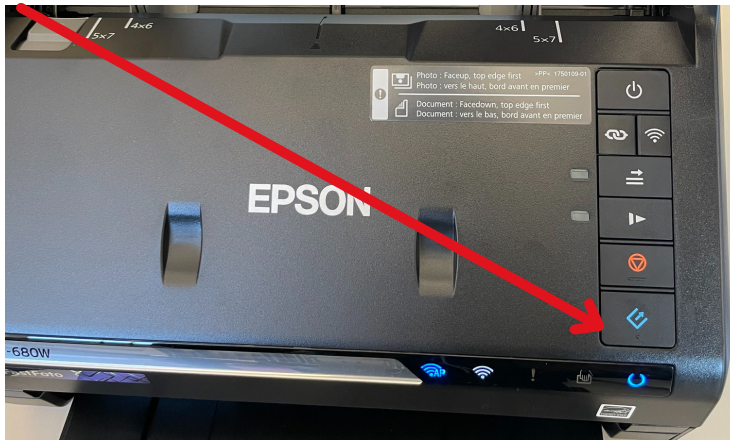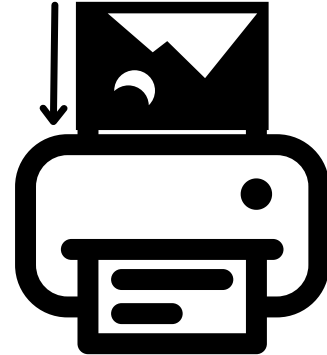# Photo Scanner

1. Organize your photos by subject.
2. Turn on the Photo Scanner.
3. Open the MacBook Pro 1.
4. Click on the Scanning Software icon.

5. Insert your pictures face up and upside down.
6. Press the Scan button.

7. After scanning the photos, the computer will ask you to **Describe Your Photos**

   a. Select the Year
   b. Select the Month or Season
   c. Type in the Subject.

8. If you have more photos to scan, load more photos and click on **Scan Next Batch**.

9. Your photos will appear on the Desktop in a folder.