

Epson FastFoto Photograph Scanner One Page Instructions

1. The program retains the settings of the previous user. You must do the following minimal configuration to recover your photos before starting to scan:

2. Find the FastFoto Icon on the PC Screen (pictured to the right), Click on the Icon to open the FastFoto Software. After the Epson FastFoto window appears, select **"Settings"** (gear cog icon) at the top right of the page.



3. The settings icon opens. Choose the **"Organization"** tab if it doesn't open automatically. You need to instruct the program where to store your scanned pictures. Otherwise, the program may crash or the pictures may be lost. The best policy is to plug your own USB thumb drive into the USB port on the left side of the monitor and save the scans there rather than on the FHC computer. Under the text "Save my scanned photos here:" Use the file icon to navigate to your thumb drive "USB Drive (D:)". The "Folder" field will display the path you selected. Set the "File Name Prefix" field with an appropriate title for the pictures you intend to scan. Below the field display, you will see a "Preview" of the naming convention that will be applied to your scans. For simplicity don't select the "Prompt me to describe each batch of photos." The scans will be sequentially numbered continuing through each batch.

4. Select the **"Enhancements"** tab. As a default, select "Auto Enhance", "Remove Red Eye" and "Restore Faded Colors". Choose "Apply these enhancements" to either "Directly to the scanned photo" or "To a second copy of the photo".

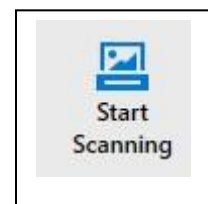
5. Select the **"Scan Settings"** tab. Usually the "Photo type:" "Standard photos" is best but if you are scanning Polaroid type photos or panoramas note those options. "Scan my photos at this resolution:" For a default resolution, select 600 dpi. Select the "File format:" of JPEG (unless you have a reason to select the alternate TIFF files format), Select the "Scan the back of my photos with Epson single-step technology". You can ignore the **"Advanced Settings"**, **"Upload"**, **"Scanner Settings"** and **"Other Settings"** Tabs. Select **"OK"** at the bottom right corner to return to the home page.

6. Using the host computers windows explorer open your scanned destination folder. Right click and select View -> Large Icons from the drop-down menu. This will enable you to see the scanned images as they are created and stored.

Loading Pictures:

7. This scanner will not support scanning on stiff or thick backing and you should not scan delicate or damaged photos as the scanner's auto feeder will jam. (Use the flatbed scanner instead.) Sort your photos by width. The scanner will automatically accommodate varying heights.

The auto feeder can accommodate up to 30 photos of the same width in a single scan operation. Load the photos picture side forward, picture top side down. Adjust the guides to match the width of the picture. Select the **Start Scanning** Icon at the top left of the Epson FastFoto Page. The scanner will generate an exact copy of the picture, an enhanced copy (suffix a) and copy of the backside if it contains text (suffix b).



More additional documentation is available in the User's Guide for the Epson FastFoto Scanner at <https://meridianidahoeastfsc.com/wp-content/uploads/2022/02/user-guide-for-epson-fastfoto-scanner.pdf> or a printed copy is available in the rack on the wall in the printer room.