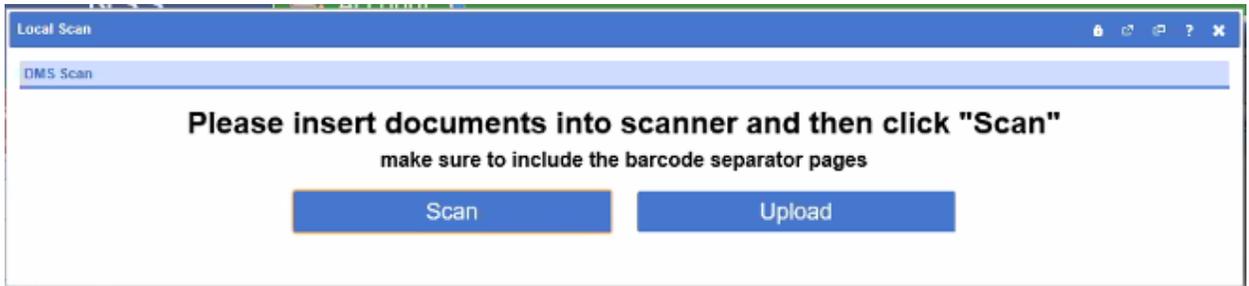
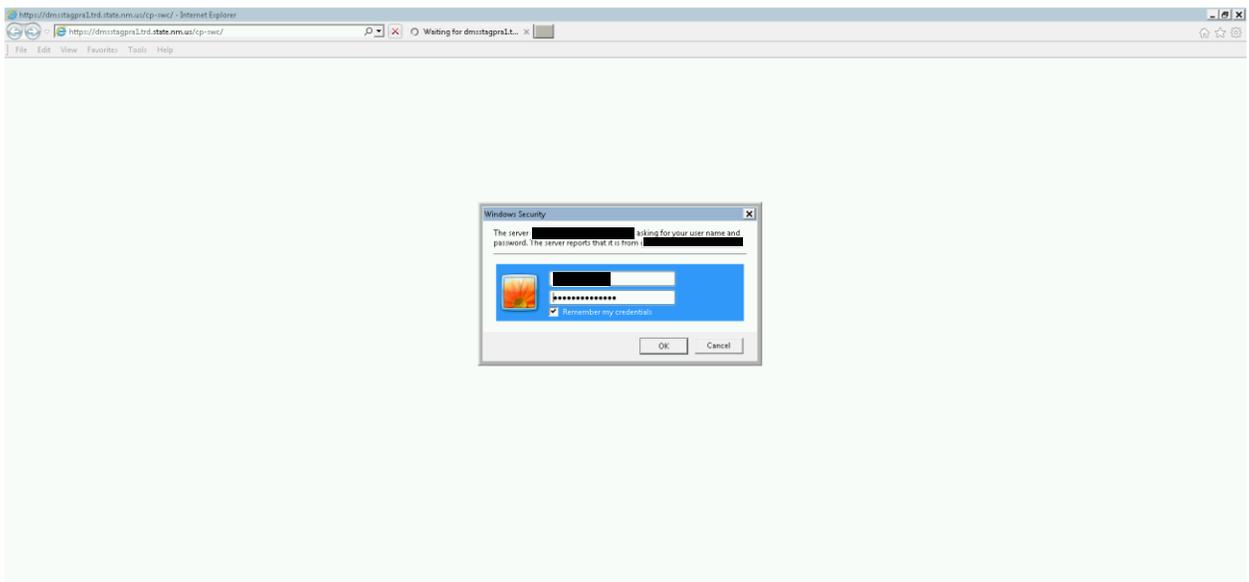


1. Everything up until launching a Local Scan or a Delayed scan from Tapestry has not changed. Only after launching the web scan interface will the screens be different

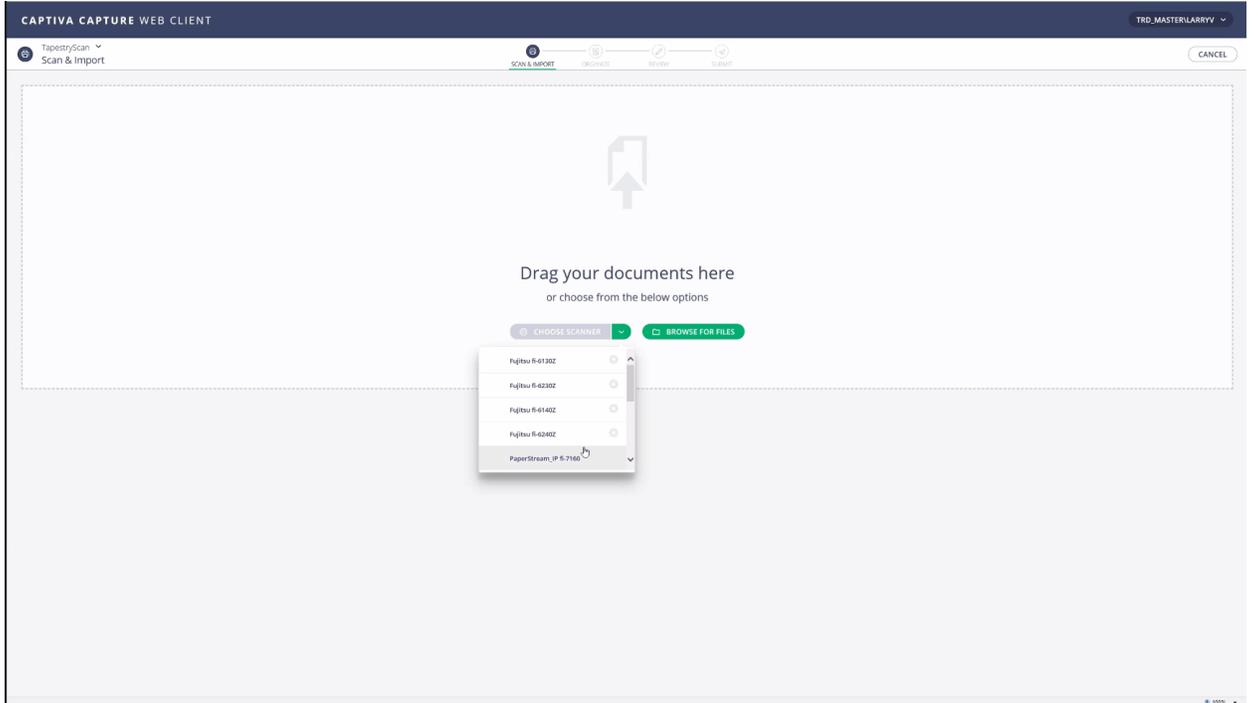


2. You will be prompted for a login:

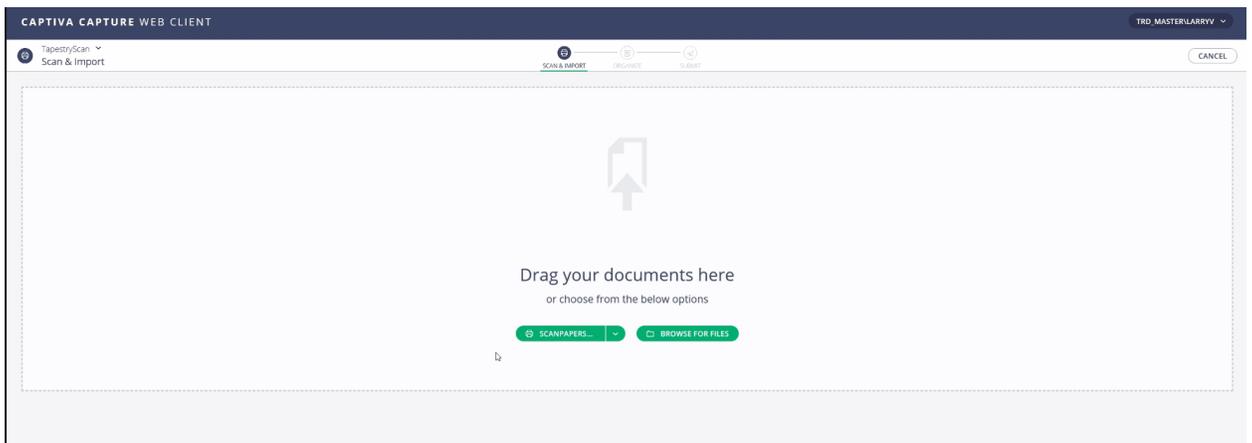


If you choose the "Remember my credentials" option, you will not have to enter these credentials the next time from this machine / login.

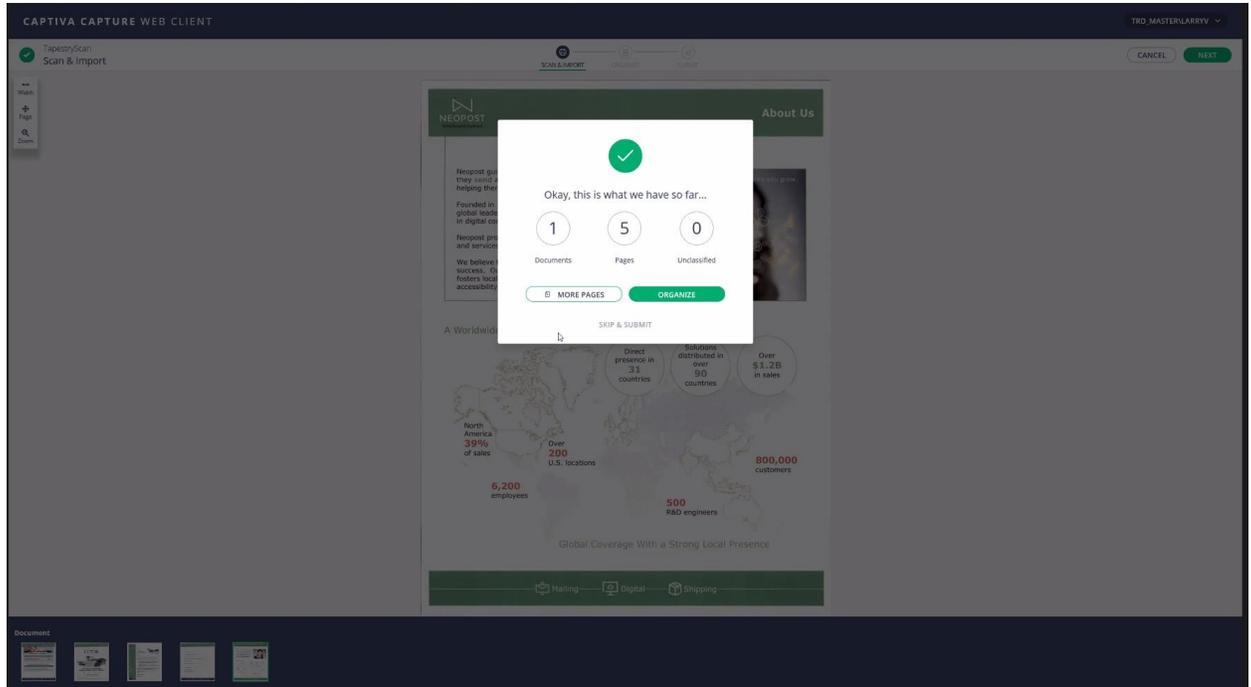
- The very first time you launch after the upgrade, you may have to select your scanner. If the button is gray on the left side and says "CHOOSE SCANNER", that means you have to select the scanner. If you have an fi-6130 chose that. If you have an fi-7160, choose "Paperstream_IP fi-7160".



- If you see an all green button that says "SCANPAPERS", you can just click on the left side of the button (not the drop down) and your scan will begin

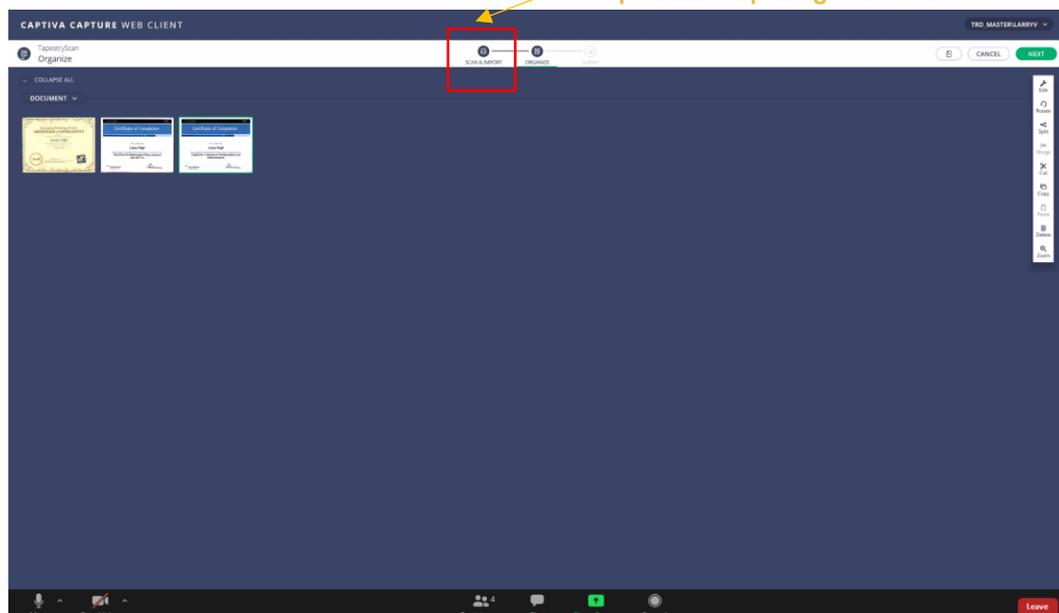


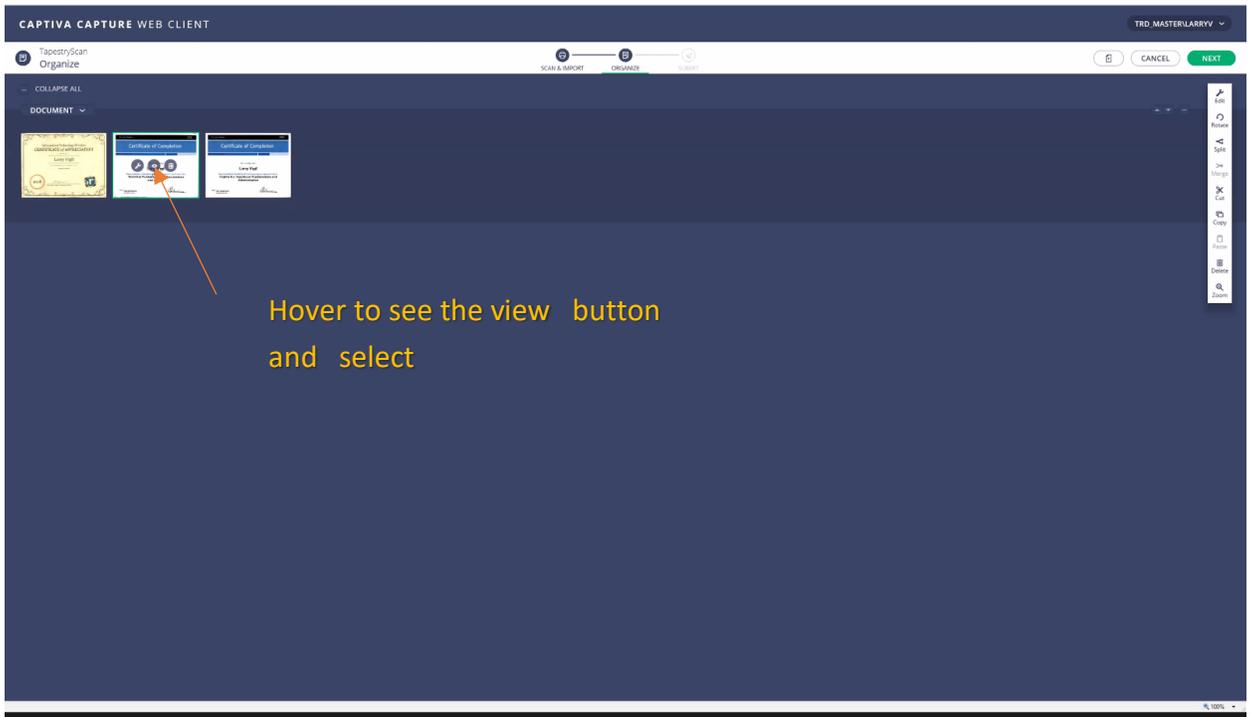
5. Once you have scanned all the pages, you can either:
 - a. click “SKIP & SUBMIT” to just go directly to the submit page (step 7),
 - b. or you can click “MOREPAGES” if you have additional pages to scan,
 - c. or “ORGANIZE” if you want to review the scanned images before submitting.



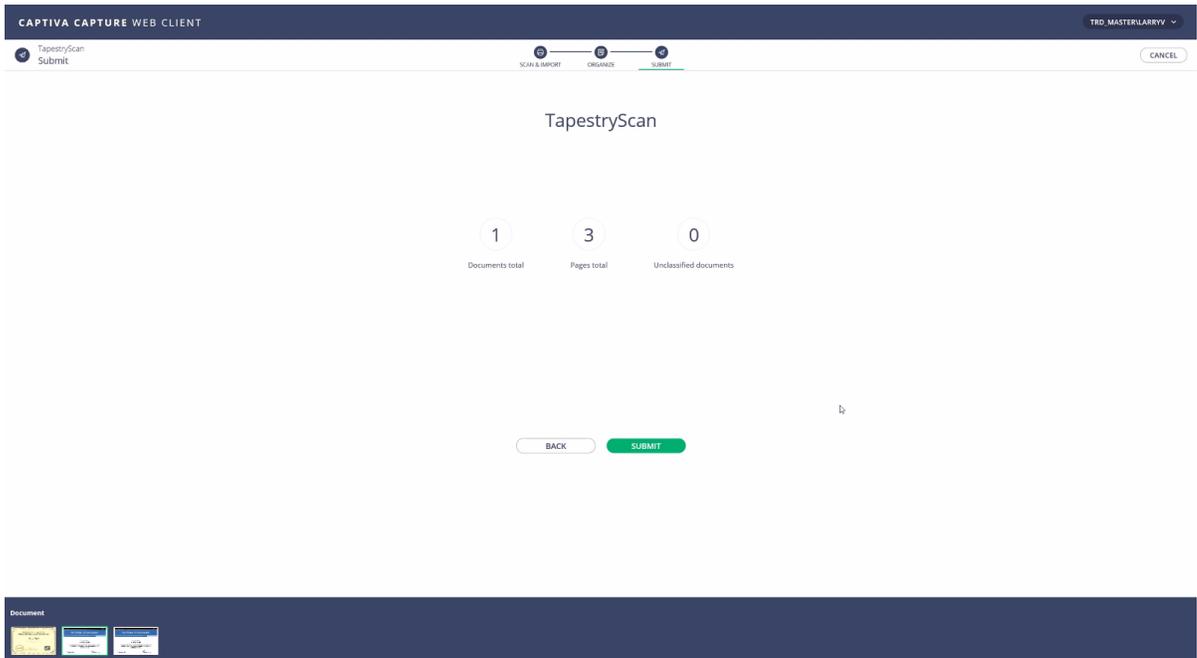
6. In the “ORGANIZE” view screen, you can:
 - a. see all the pages in your scan,
 - b. you can select and drag / drop pages
 - c. view pages
 - d. Click “Next” to go to the Submit page

You have the option to return to a previous step using these circles!





- Click on "SUBMIT" to submit the batch



- You will be returned to Tapestry where you can select "Complete"

