Thornlie Library Slide Scanner – Plustek Opticfilm 8100

Contents of Bag

Scanner

Carrying Bag

Power Adapter

DVD (*missing*)

Quick Guide

Film Strip Holder

Slide Holder

USB Cable

NOTE:

If using a Library laptop, the scanner must be used with Laptop Number 14, as this has the driver installed.

Make sure to bring a USB or storage device with you, so that you have somewhere to save your scans.

Installing a Driver

A driver must be installed on the PC/laptop for the scanner to work.

The Plustek website has a downloadable driver for Windows.

Go to: https://plustek.com/us/products/film-photo-scanners/opticfilm-8100/support.php

Download **Driver – Windows**

Scanning Slides and Film Strips

Start by connecting the power cable to the back of the scanner and a power outlet.

Connect the USB cable to the back of the scanner and the USB port on the computer/laptop.

Turn the scanner on with the **power** button.

Open slide holder or film strip holder (whichever you are using).

Place slides into holder.

Close holder.

Insert holder into side of machine until you feel and hear a 'click'.

Push **Quick Scan** button on front of scanner.

This will open the QuickScan drive on the laptop.
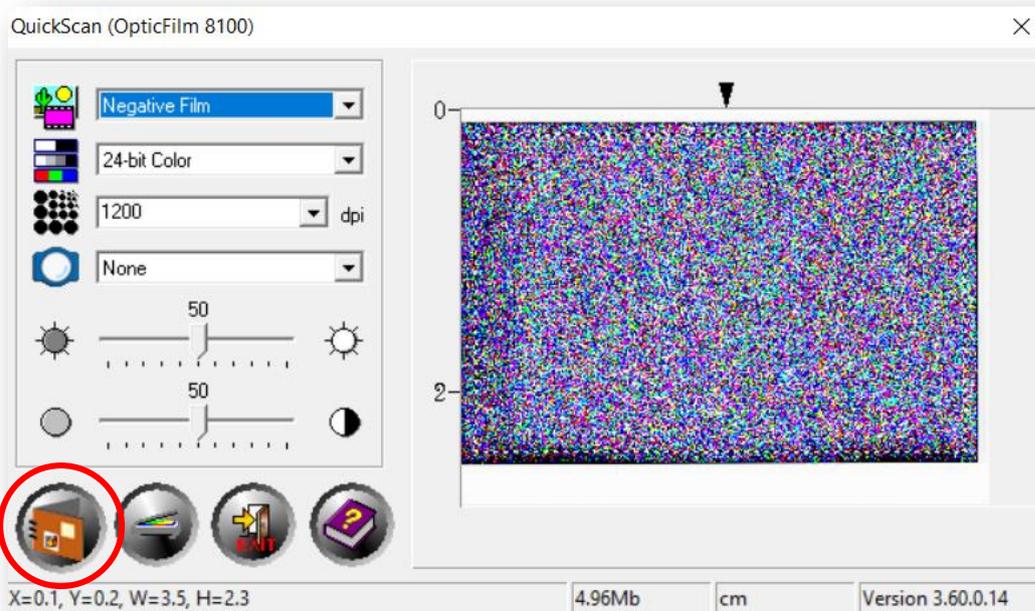
The left column lets you choose scanning options – colour or grayscale, quality (DPI), brightness etc.

Click the **Scan** button (looks like an open folder) when you have made your adjustments.

Push the holder further in to the scanner until you notice the 'click' again.

Repeat the process until all slides are scanned.

Accessing Scans from Laptop

Open **Documents** on your laptop.

Open the **Pictures** folder (usually on the Quick Access toolbar, on the left).

Transfer the saved images to a USB or storage device.