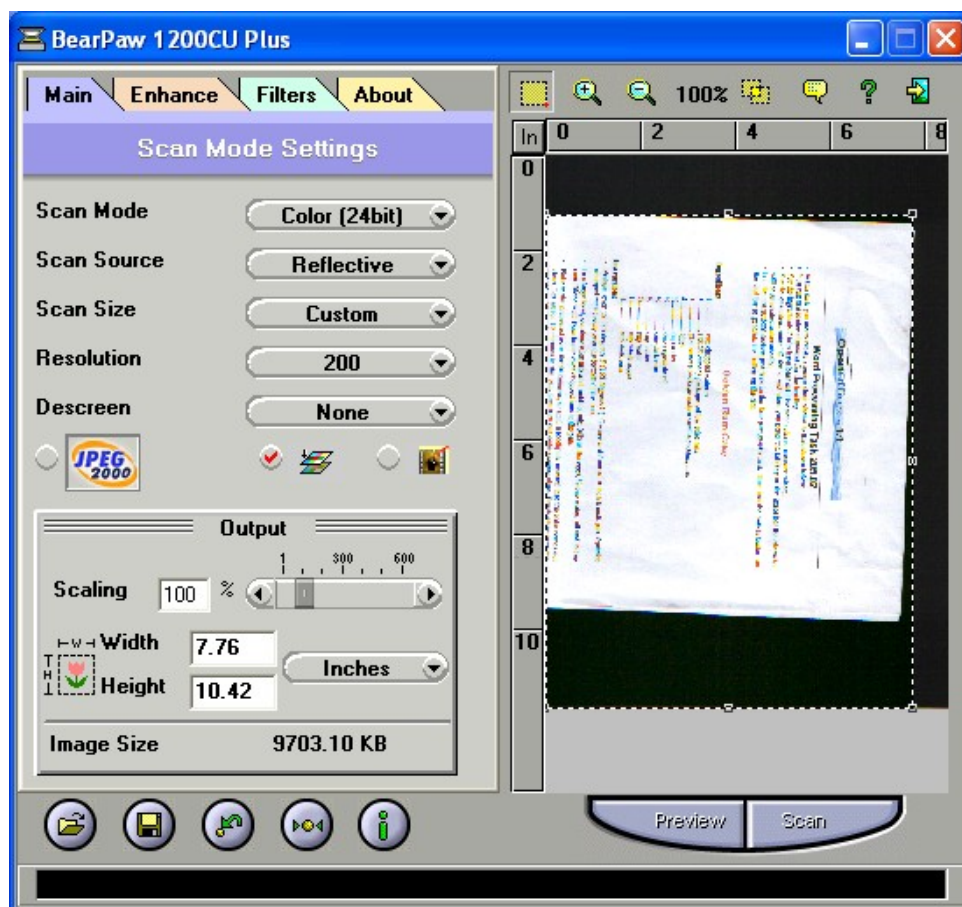# To scan an item on the A3 scanner, either:

1. Open **The Gimp**. Choose *File, Acquire, TWAIN* and then choose the **ScanExpress A3 USB**. It should be the only scanner available. After selecting that scanner, use the Scanner Control Panel to control your task. **OR**

2. Start your **OpenOffice Application**. Choose *Insert, Picture, Scan, Select Source* and choose the scanner as above. Then choose *Insert, Picture, Scan, Request* and operate the panel as normal. Note that if a source is already selected you may go direct to the *Request* stage. **OR**

3. Place an item on the scanner bed, face down. The scan Wizard should start automatically which allows you to make choices about your scanned image. Don't forget where you save it!

Scanner Selection

The Scanner Control Panel

Note that this is the same scanner interface as that used for the A4 scanner.