



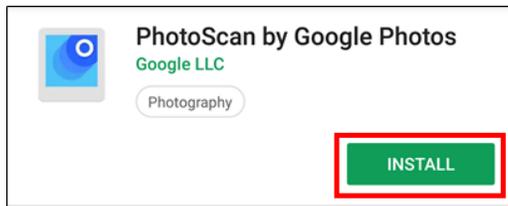
Central Rappahannock Regional
Library

INSPIRING LIFELONG LEARNING
FOR EVERYONE IN OUR COMMUNITY

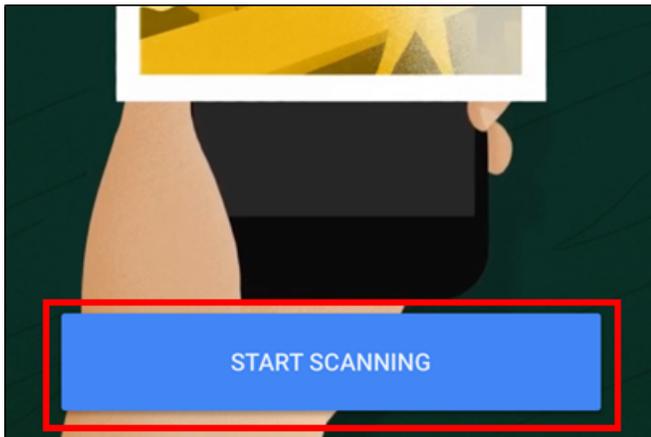
Proudly serving Fredericksburg, Stafford, Spotsylvania, and Westmoreland

Google PhotoScan for Android

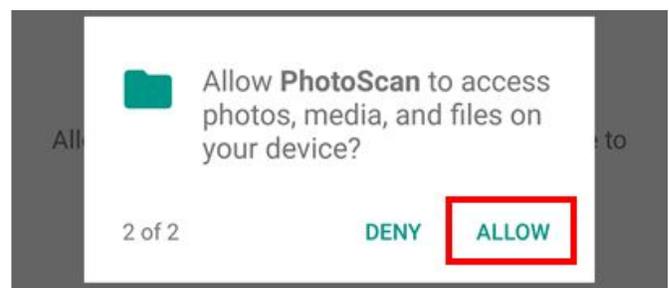
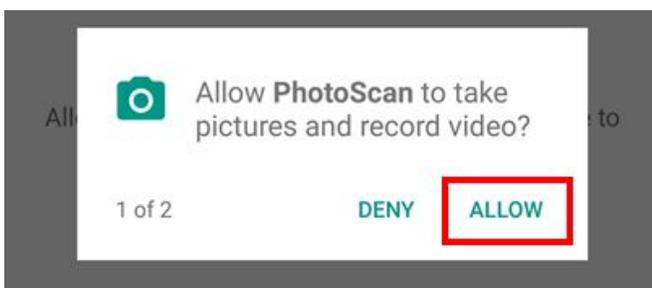
1. Open Google Play and search for Google PhotoScan. Tap the **INSTALL** button to download the app:



2. Run the app after the download is complete. You will be presented with a brief animated tutorial of how to use Google PhotoScan. Once the tutorial is complete, tap the **START SCANNING** button at the bottom of the screen:



3. If prompted, grant PhotoScan permission to access the camera and to access your photos.



4. Before you start scanning, take note of the two icons next to the shutter button:

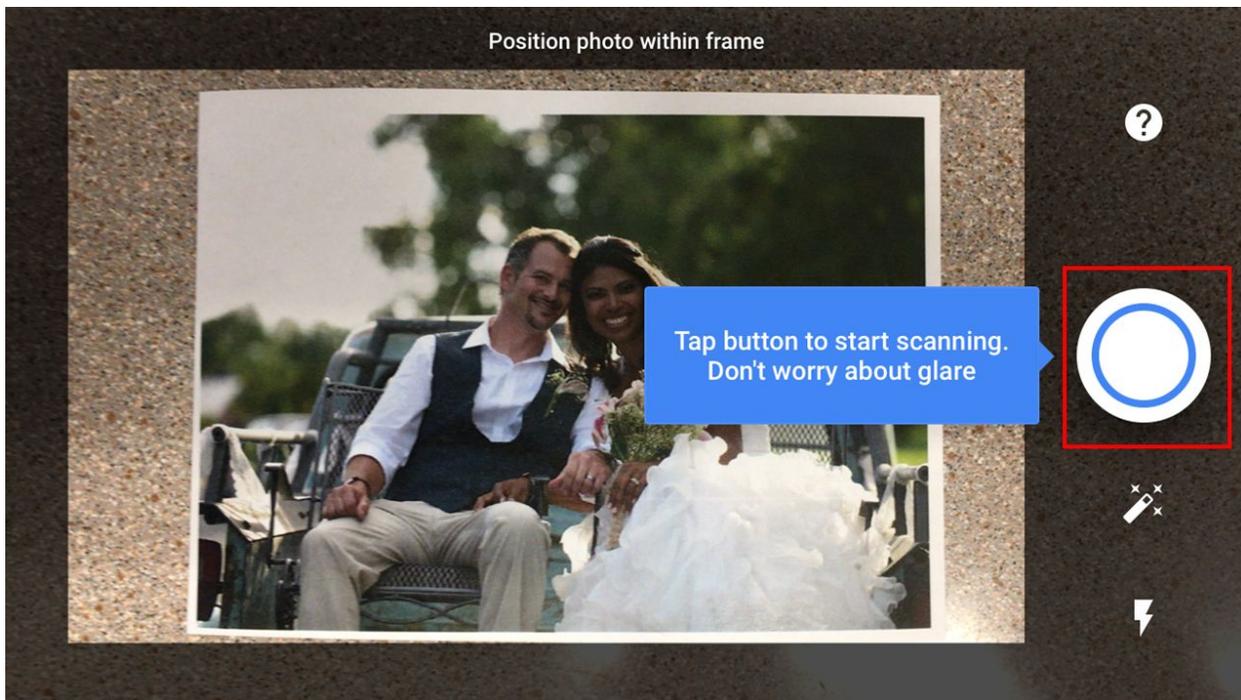


This turns glare removal off and on. Turning it off will make the scanning process faster and is ideal for paper documents. Leave it on for glossy photos.

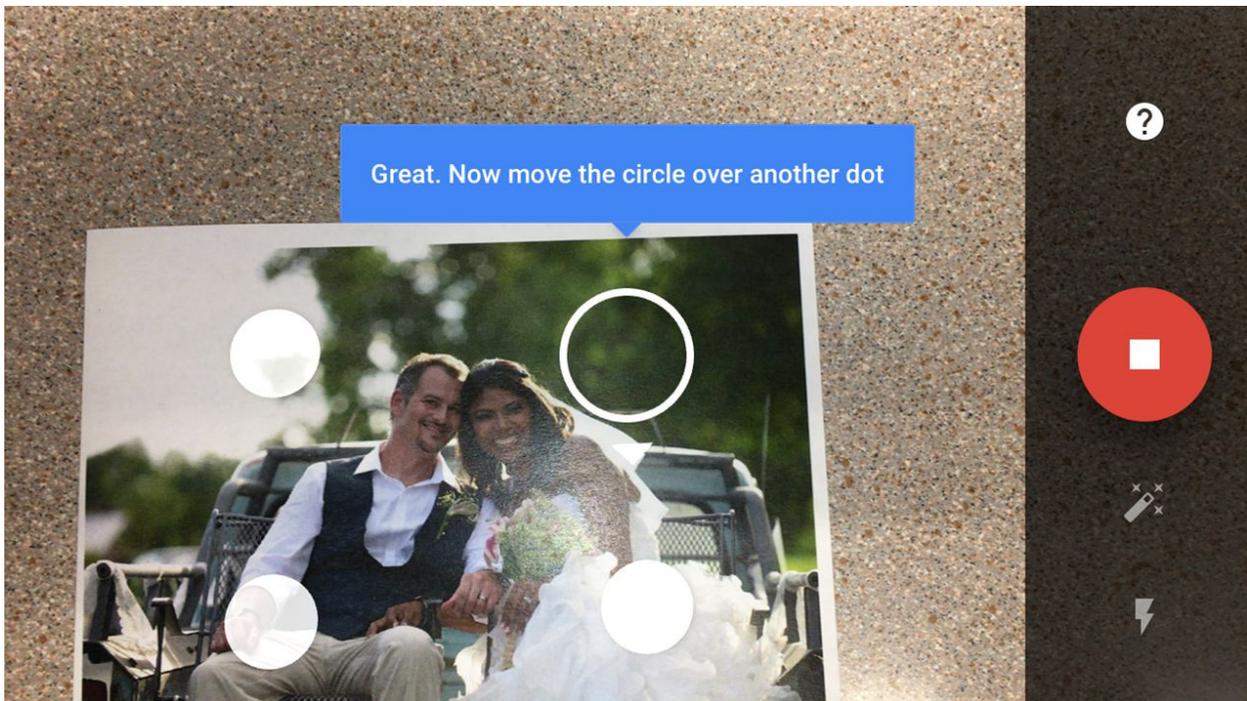


This turns off the camera flash during the scanning process.

5. Begin by positioning the photo within the frame and tapping the shutter button as indicated below:



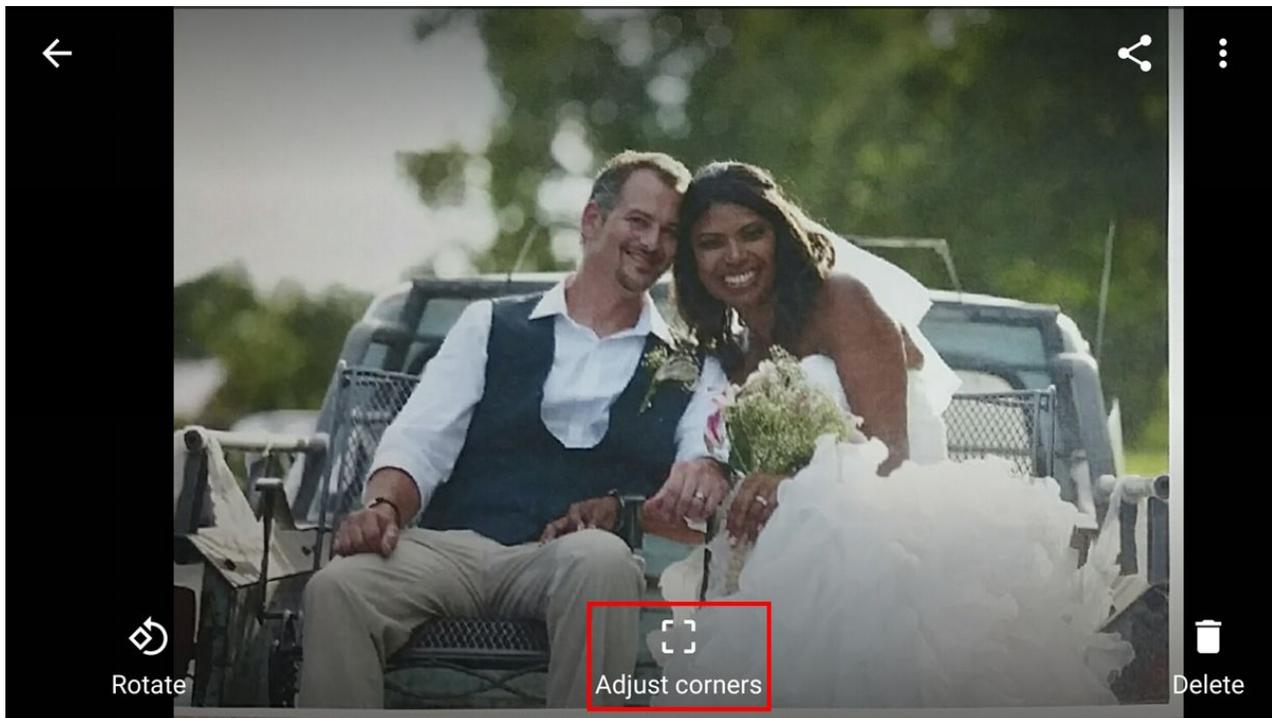
6. Four white dots will position themselves around the photo with a circle in the middle. Aim the circle at one of the white dots and hold it there until the app tells you to aim for another. Do your best not to tilt your phone, but rather pan it across the photo parallel to the surface beneath. This will help to reduce distortion.



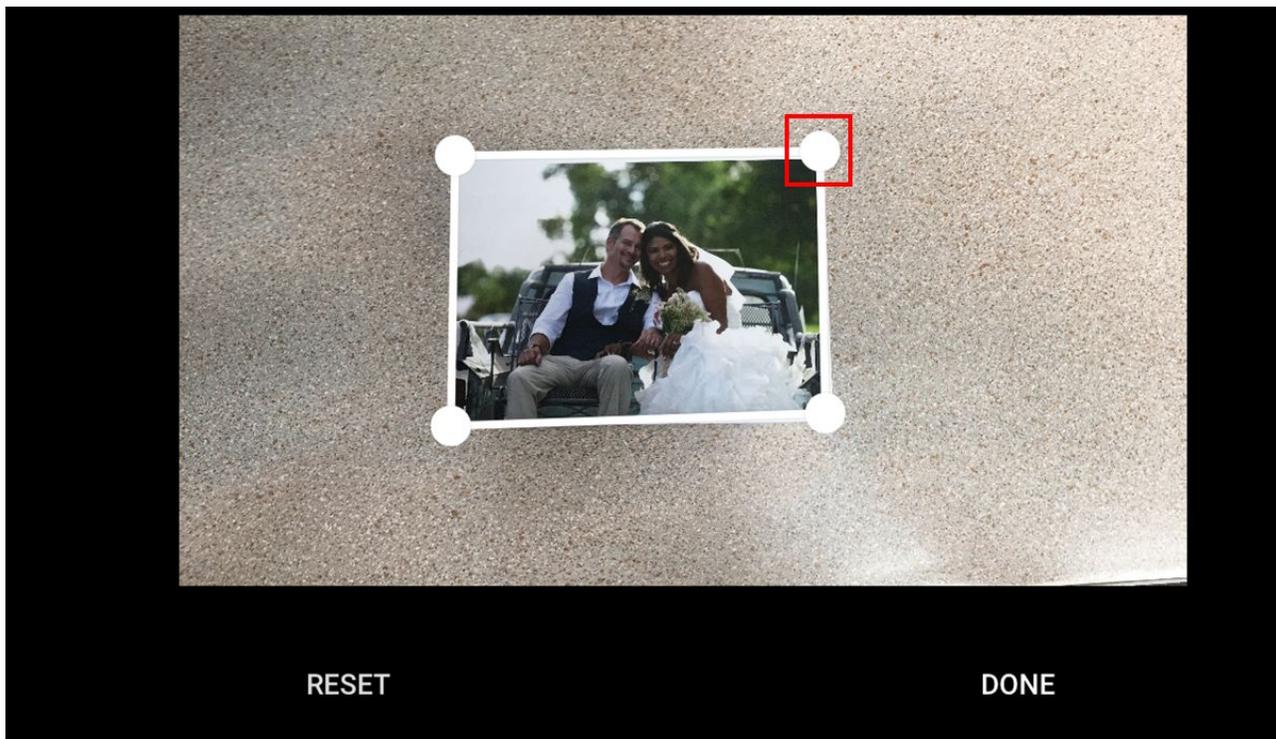
7. Once all four dots have been scanned, the app will take a few seconds to process the photo. When it is finished, you will see a circular thumbnail in the corner of the screen, either top or bottom right depending on how you have your phone oriented. Tap the thumbnail to see the results of your scan:



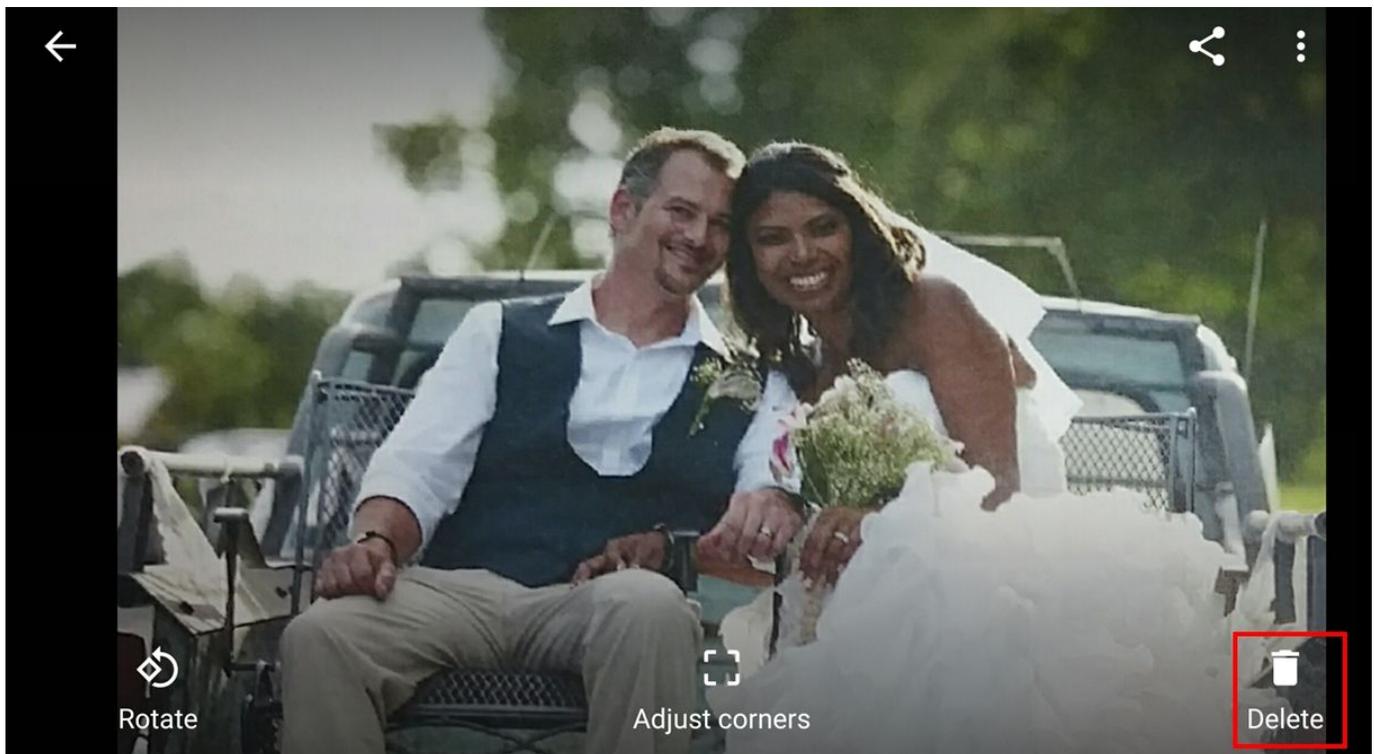
8. On the next screen, you can rotate your photo if necessary by tapping the **Rotate** button in the bottom-left corner. If the scan also captured some of the surface surrounding the photo, you can tap the Adjust corners button at the bottom of the screen:



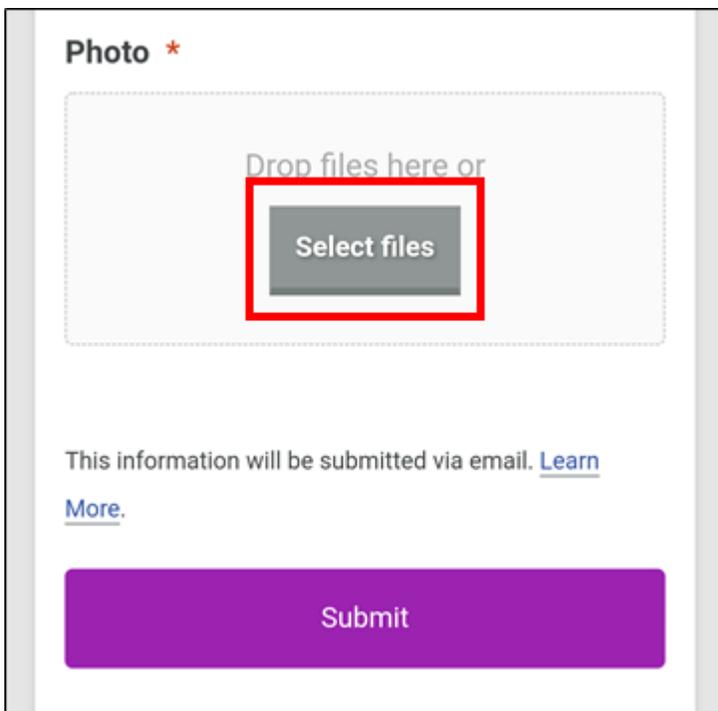
You will be taken to the screen shown below where you can tap and drag the white dots to better capture the borders of the photo:



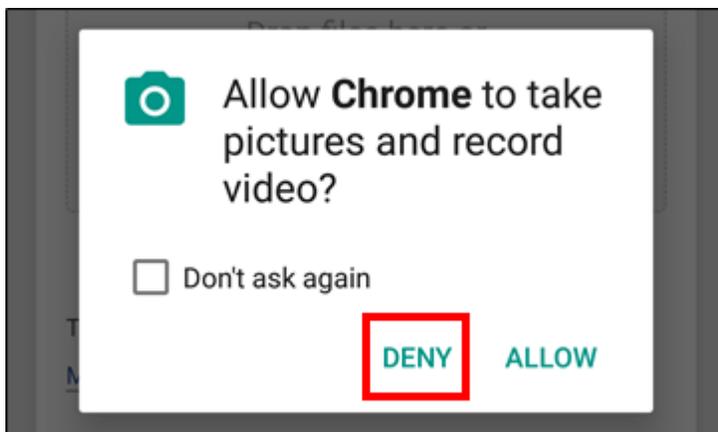
If you are unhappy with the results, you can tap the **Delete** button in the bottom-right corner of the screen and try the scan again:



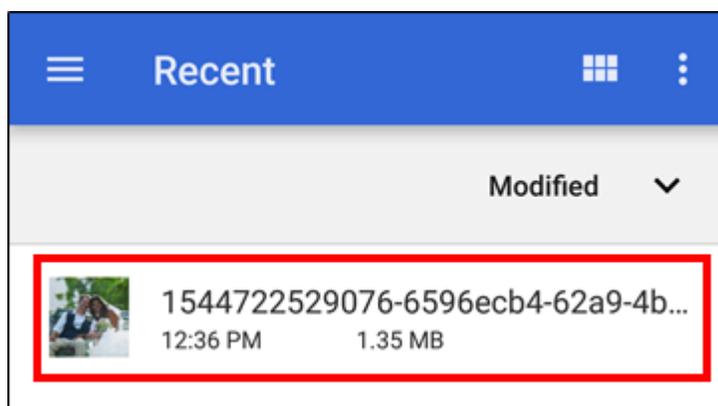
9. When you've captured the photo to your satisfaction, tap the back arrow in the upper left corner. Open Chrome and go to <https://www.librarypoint.org/vietnam-photos-form/>. Fill out the form with your first and last name, a description of the photo, then scroll down to the Photo section. Click the Select files button:



10. When asked whether you'd like to allow Chrome to take pictures and record video, tap the **DENY** button:



11. A browser will open with a list of your most recent files. The picture should be at or close to the top of the list. Tap it:



12. Tap the **Submit** button at the bottom of the page:

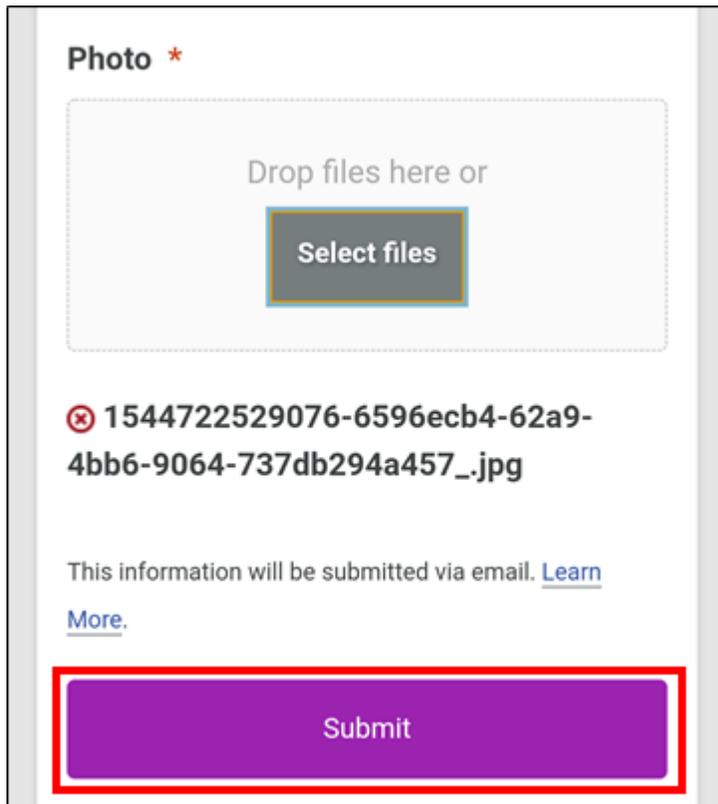


Photo *

Drop files here or

Select files

⊗ 1544722529076-6596ecb4-62a9-4bb6-9064-737db294a457_.jpg

This information will be submitted via email. [Learn More.](#)

Submit

13. You will see a message that reads “Thanks for contacting us! We will get in touch with you shortly.” You are finished!

