**To operate SuperCoolScan 5000**

1. Plug in power cord and USB cable to computer

2. Turn on scanner power.

3. Wait until green LED quits blinking.

4. Insert slide feeder tray. Wait until green LED quits blinking.

5. Start up Nikon Scan 4 software.

**If there is a jam while using the slide feeder**

1. Pull back slide push plate and see if you can easily remove with your fingers

2. If slide is jammed in machine, go into the "Nikon Scan 4" applications folder, go into "Utility" folder and start up "Application Utility" and read page 15 of the "Slide Feeder SF-210" manual.

**To scan manually**

1. Use the MA-21 adapter (refer to manual for more information)

2. Insert slide

3. Once green indicator light has stopped blinking, click on blue "Preview" button. A thumbnail will appear in the "Processed" tab

4. Before scanning, go to:

   A. "Curves" panel – click on the contrast icon that looks like a half eclipse to auto adjust color

   B. "Layout Tools" panel - use the arrows to rotate

   C. "Crop" panel –

      "Keep this Output Size", select this option, then enter 528 for the long dimension and 360 for the short dimension - the unit should be Pixels.

      "Resolution" - 72 pixels/inch

5. Once settings are made click on green "Scan" button. An unsaved image will appear on your screen. Save into a dedicated folder using a logical naming system like "slide_01" or "070416_lecture_001"

6. You can save your settings by going to the "Settings" drop down on the left panel and selecting "Save User Settings"

**To batch scan**

1. Use SF-210 adapter (refer to SF-210 manual for more information)

2. Insert your slides in the front feed magazine.

3. Click "Preview"

4. Your first slide will be fed into the scanner and a thumbnail will appear

5. Set your settings then open the "Scanner Extras" panel on the bottom right

6. in the Slide Feeder Scan box at the bottom, enter the number of slides you are scanning, INCLUDING the slide you've just fed and previewed.

7. Click the green "Scan" button. A "Batch Scan Options" dialog will appear, click "OK"

8. A "Batch Scan" dialog will appear. Select a prefix and a file type. PICT or JPEG are fine for PowerPoint. If you are posting your images on the web, use JPEG. Click "OK"

Your slides will be scanned. When the scanning is complete, the images will not be visible on your screen but all of the files will be saved in your designated folder.