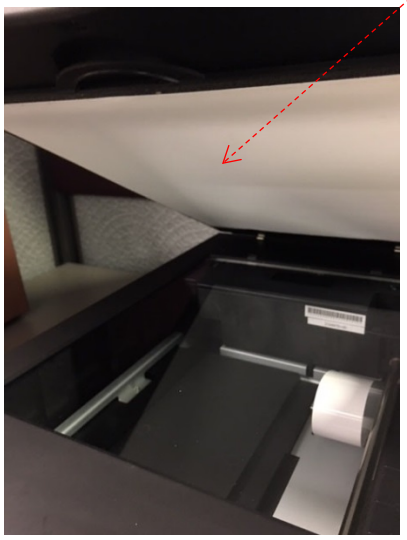
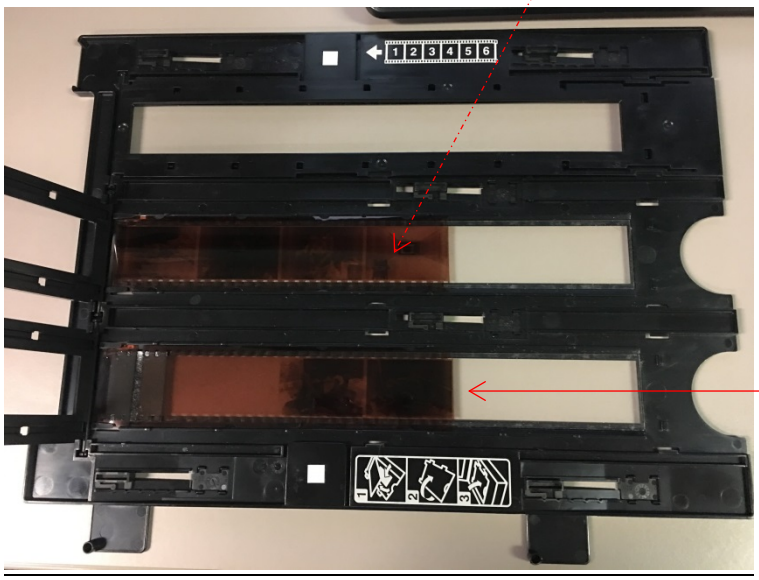
This document serves as guidance on how to scan **35mm film strip** with **Epson V800** scanner using Silverfast imaging software and Adobe Photoshop.

- Open the Epson V800 scanner

- Remove the white reflective document mat and make sure the glass on both the document table and the transparency unit is clean.

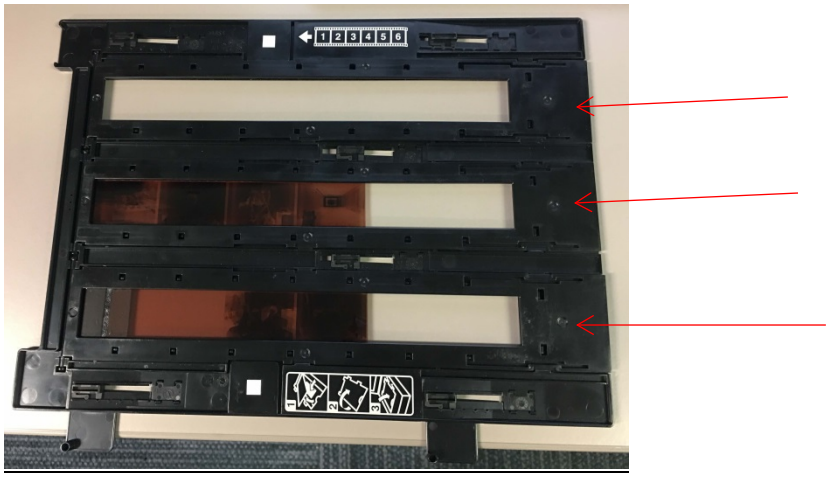


- Place the negative in the film holder with the shiny side facing up so that images and any wording of the film strips are not backward.



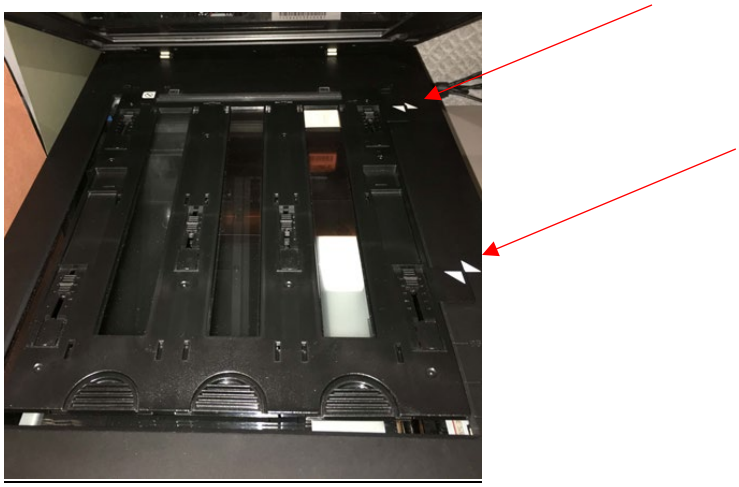
Start placing the negative to be scanned in this row. Make sure the negative is flushed to the left as shown.

- Close any open holder covers and press them down until they click into place. Also press down all the edges of the covers to secure them. Make sure the film strips are not pinched or curled.



- Turn the film holder over.

- Place the holder on the scanner glass as shown. The shiny side of the negative should now be facing down. Align the arrows on the holder with the arrows on the scanner.

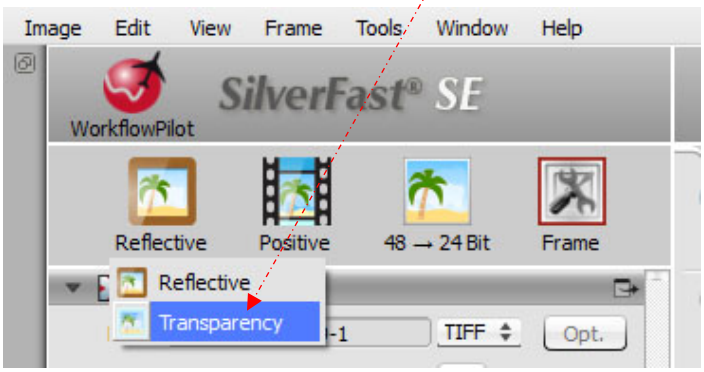


Photographic Transparencies Resolutions:

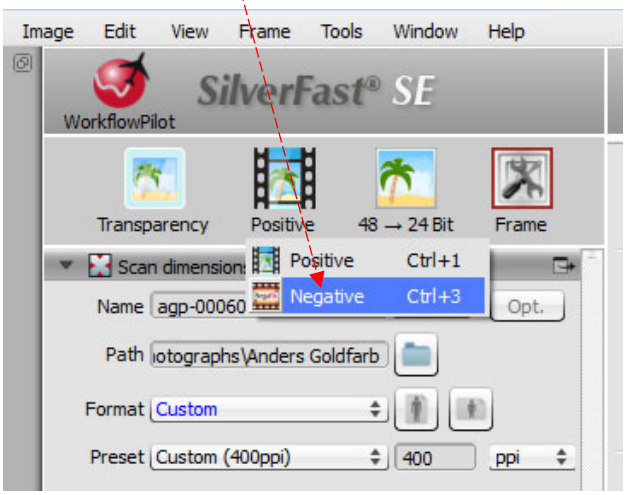
- 35mm to 4x5 – **3000 ppi**
- Between 4x7 to 5x7 – **1500 ppi**
- 8x10 **– 600 ppi**
- Larger than 8x10**– 600 ppi**

Silverfast Software

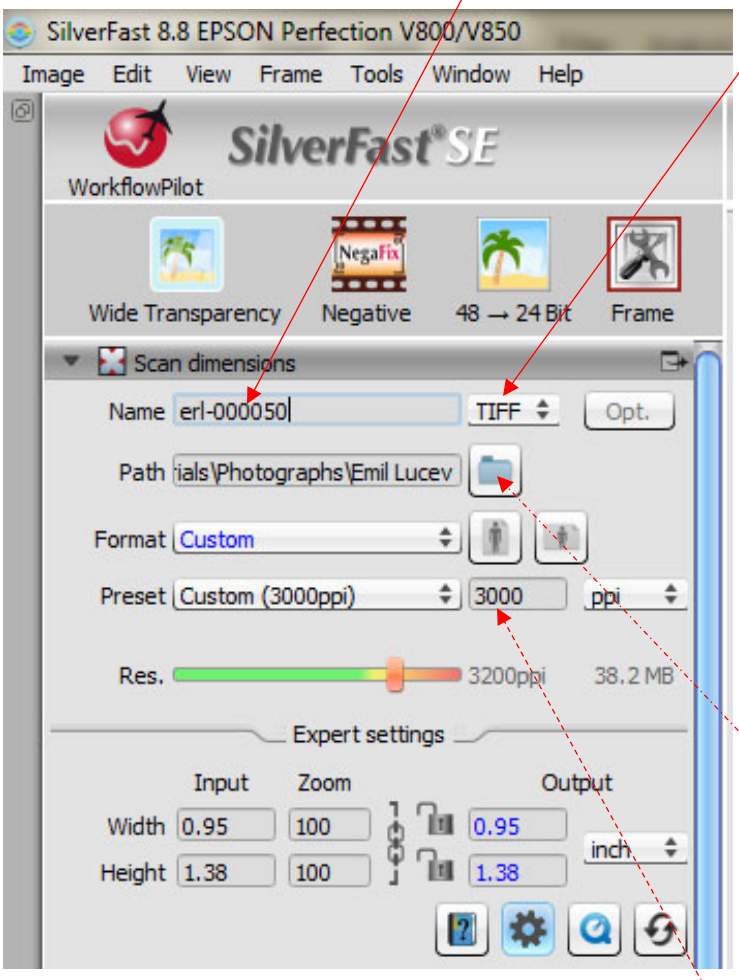
- Open Silverfast software
- Change “Reflective” to “Transparency” by clicking the “Reflective button” and a pop-up menu will appear. Select “Transparency”



- Select “Negative” as Image Type

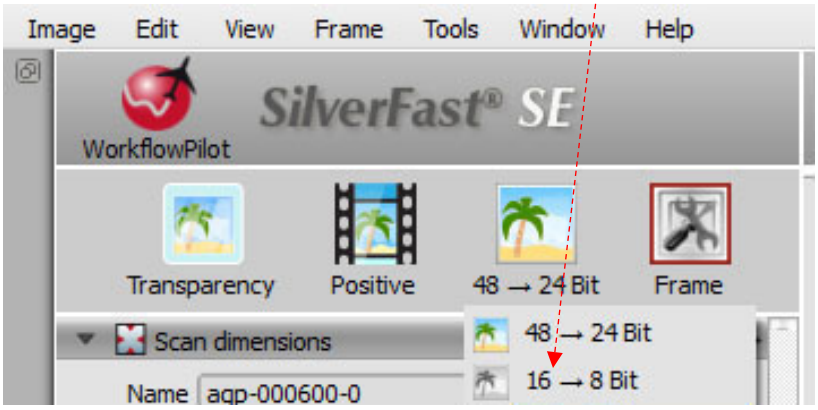


- Set the naming convention for **file name** and select the **file extension (TIFF)** for images.



- Select the destination folder where the images will be saved – for example – Catalog Shared drive - CAT > Team Works > DAMS Digitized Materials > Photographs > Emil Lucev
- Select the resolution the images will be scanned at (3000ppi). You can select Custom & then type 3000 on the blank field.

- If the negative is in black and white, Change Color bit from "48 → 24 Bit" to "16 → 8 Bit"

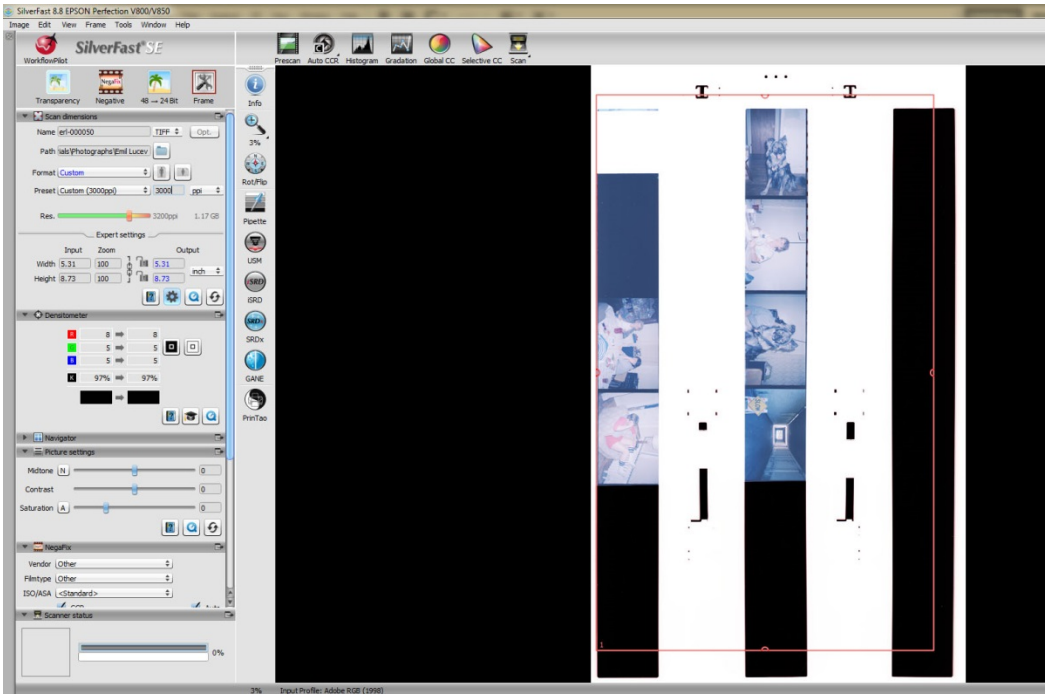


- Check to see that the film holder with the 35mm film strip is in the scanner.

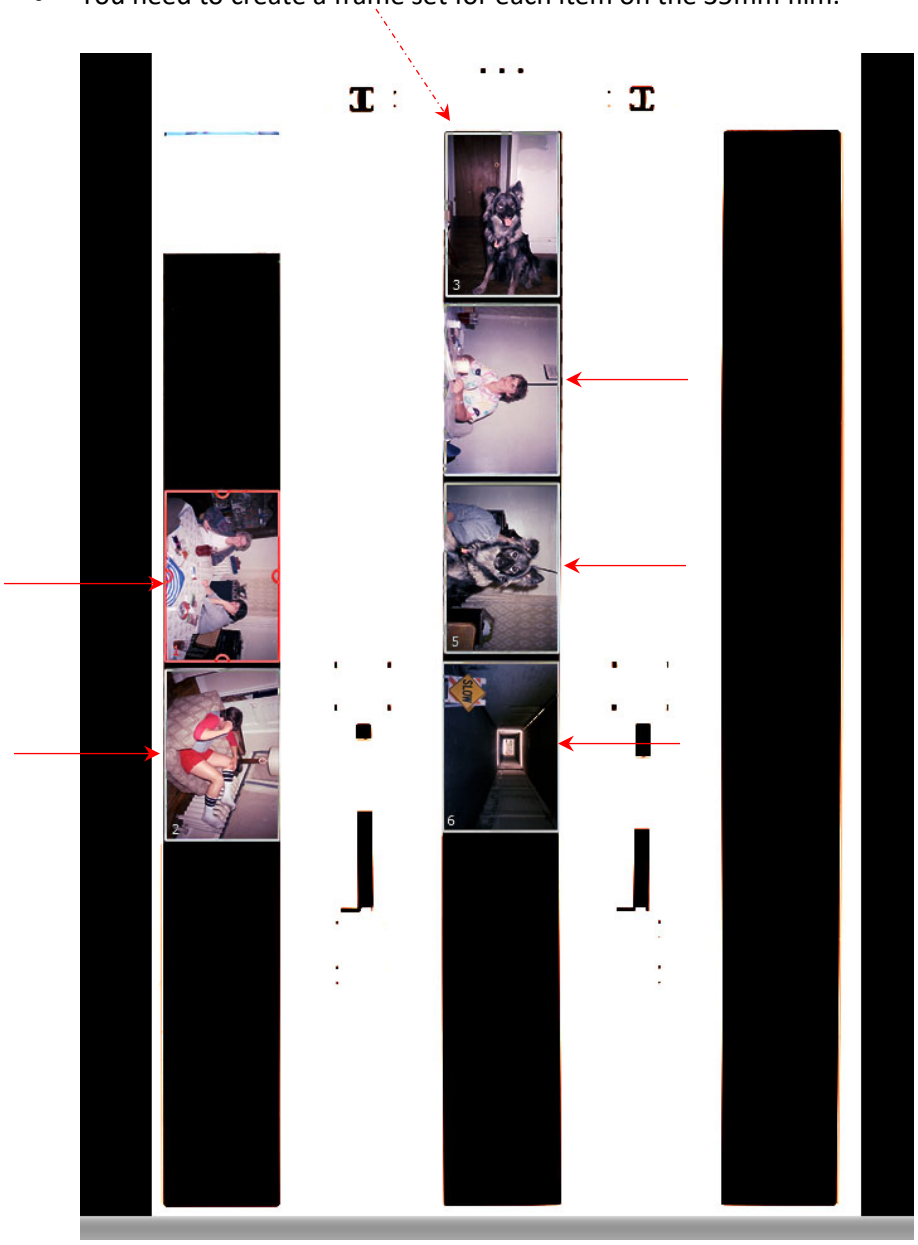
- Press “Prescan”

  *You can prescan multiple negatives, but you will need to scan each negative individually.

  - This is how the prescan looks



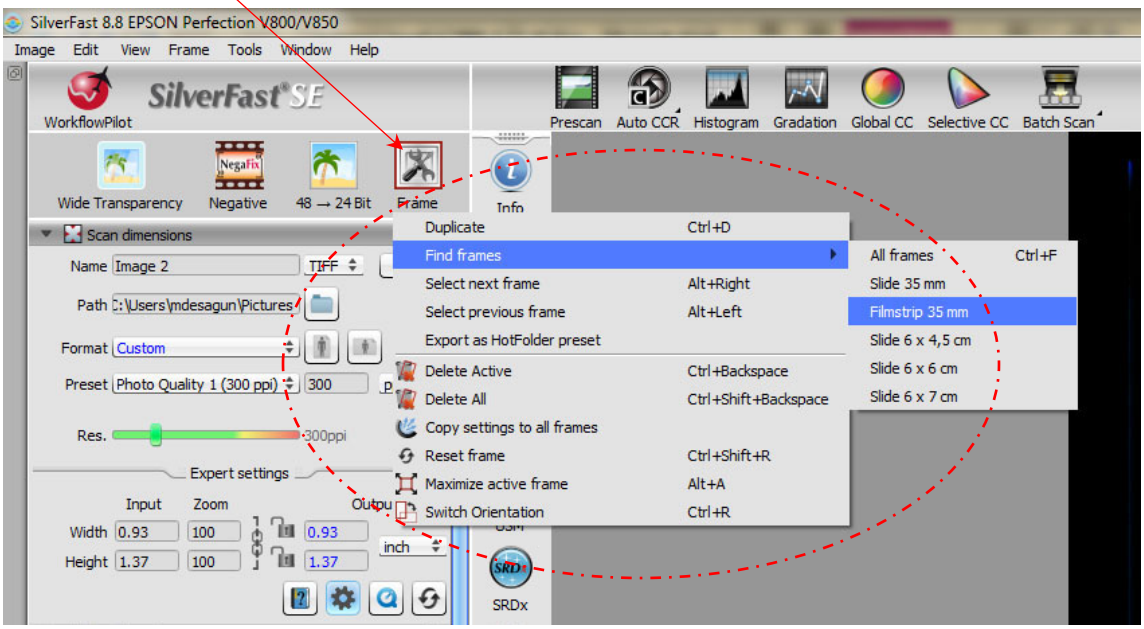
- You need to create a frame set for each item on the 35mm film.



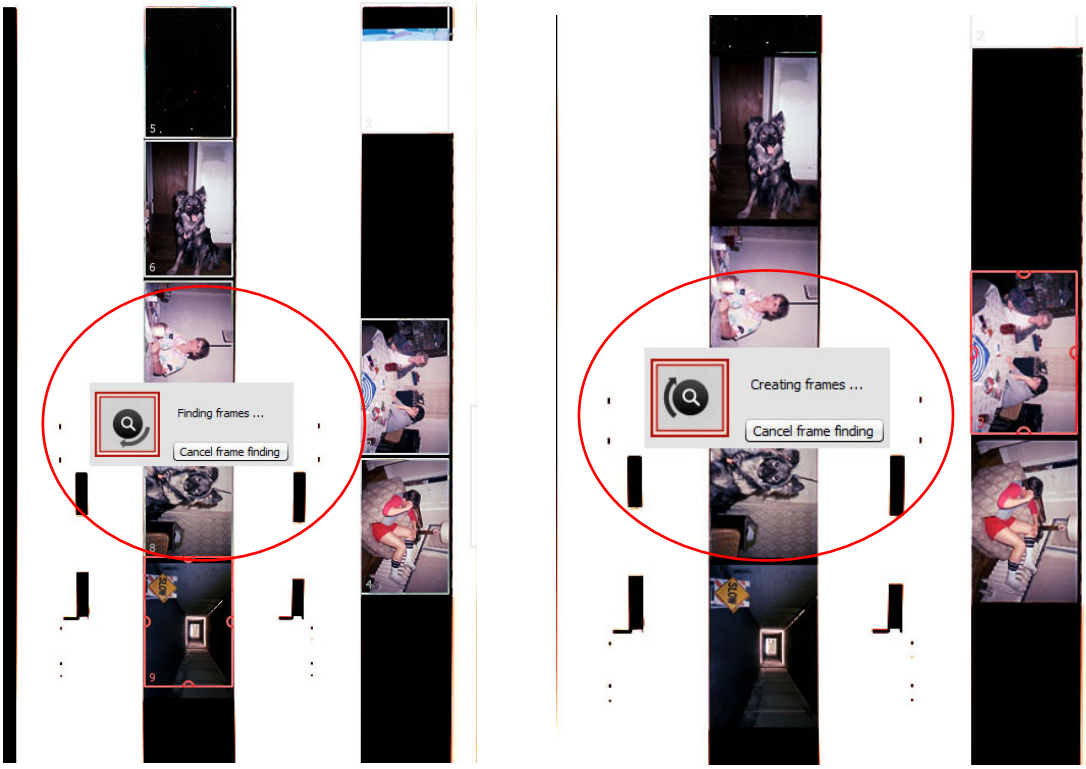
- **<u>To create the frames manually:</u>** Draw frame – To do this, click with mouse in an area of the preview without a frame, draw a new frame while keeping the mouse button pressed. Release the mouse button to create a new frame.

To create frames automatically:

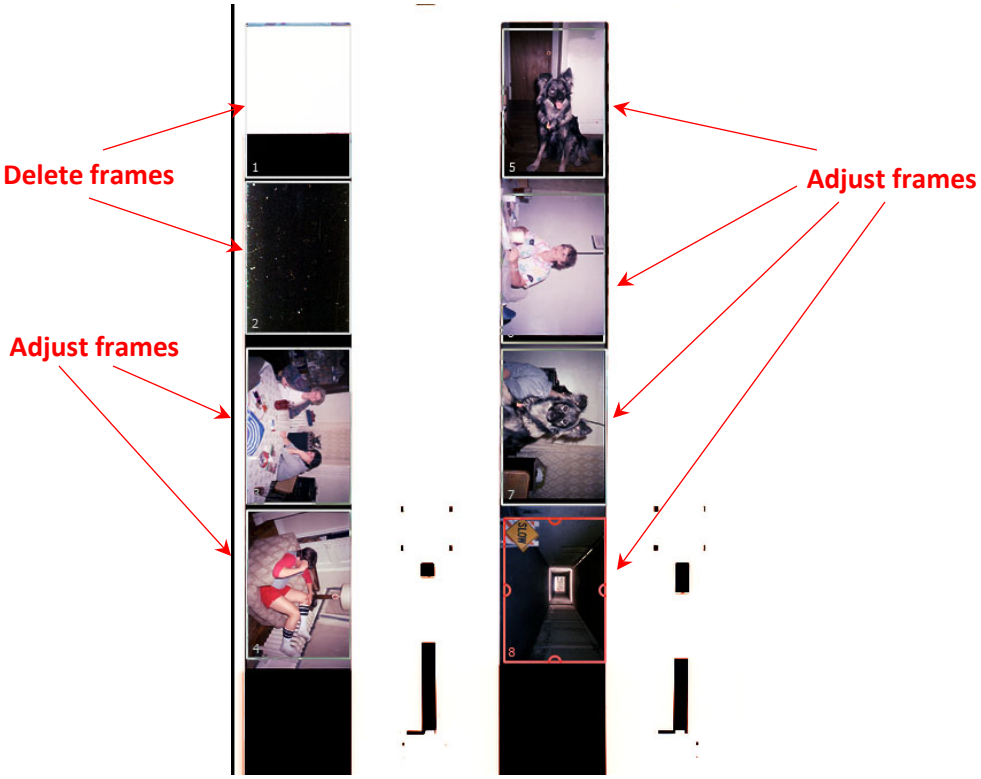
- Click on “Frame” and then on “Find Frames” then select “Filmstrip 35mm”



- The frame search now creates all the necessary frames for you itself.

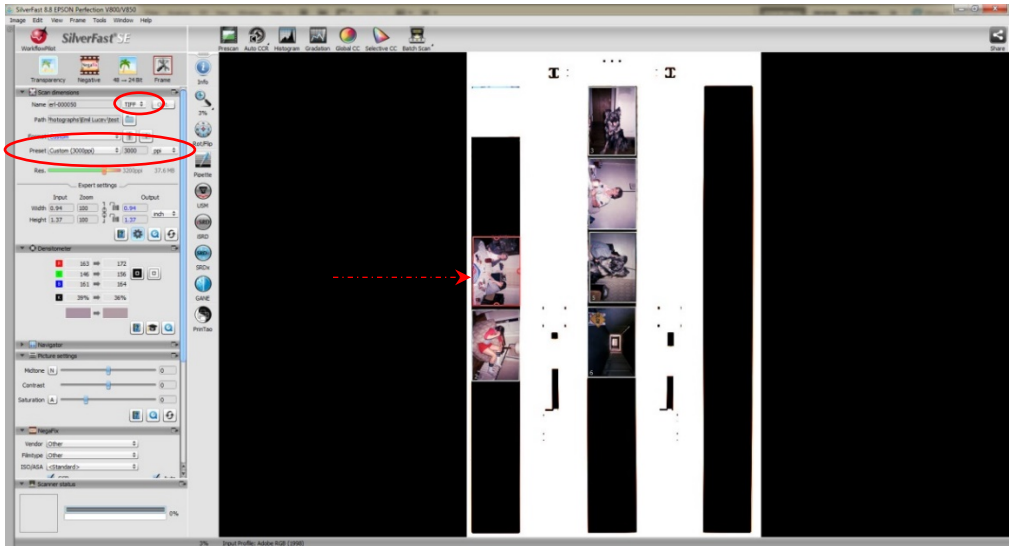


- Delete and/or adjust the frames precisely as the item since the scanner will only scan the areas as defined by the red border lines.

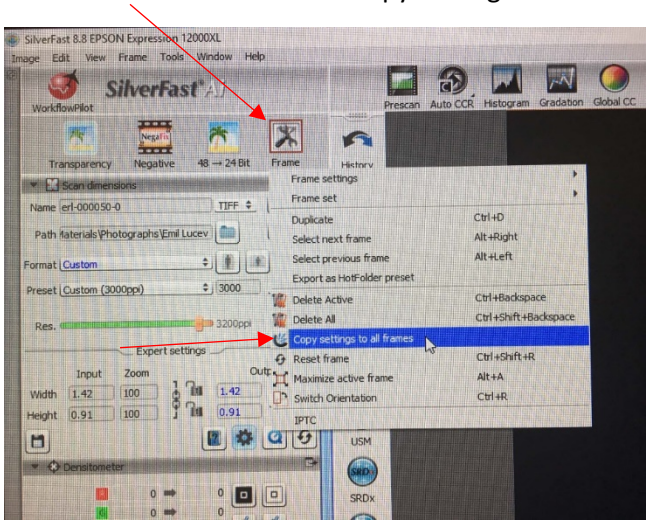


- Once you adjust and/or delete the unnecessary frames—this is how the prescan looks

- With all slides framed, the next step is to select a single frame, adjust the settings (make sure the active frame is set to 3000ppi and the file extension is tiff) and then “copy these settings to all frames”.

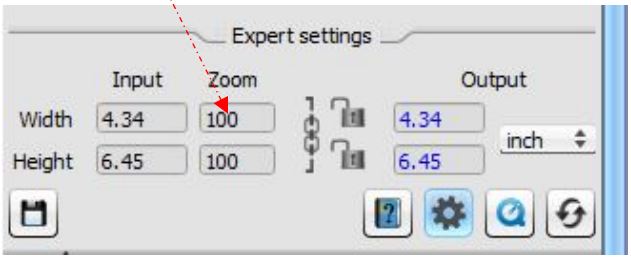


- Click “Frame” then select “Copy Settings to all frames”



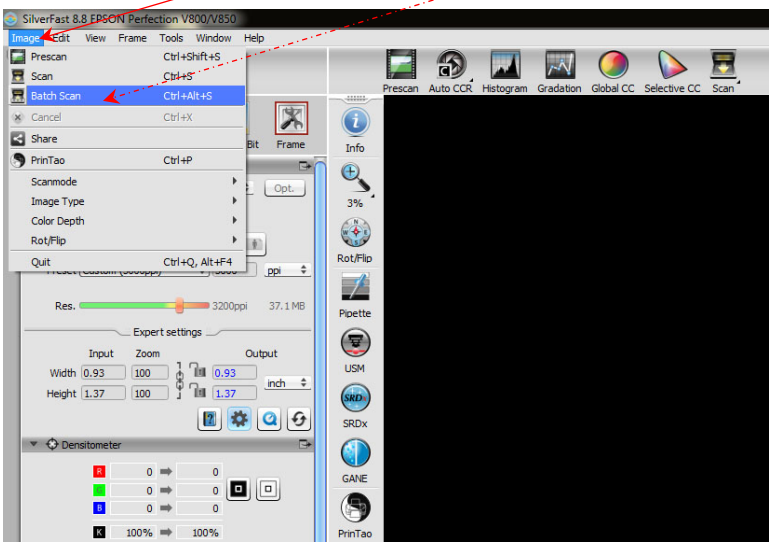
- All frames should now be set to **3000ppi** & the file extension is **tiff**

- On the left menu, open dimension setting by clicking this icon  Check & make sure you are scanning at 100%.

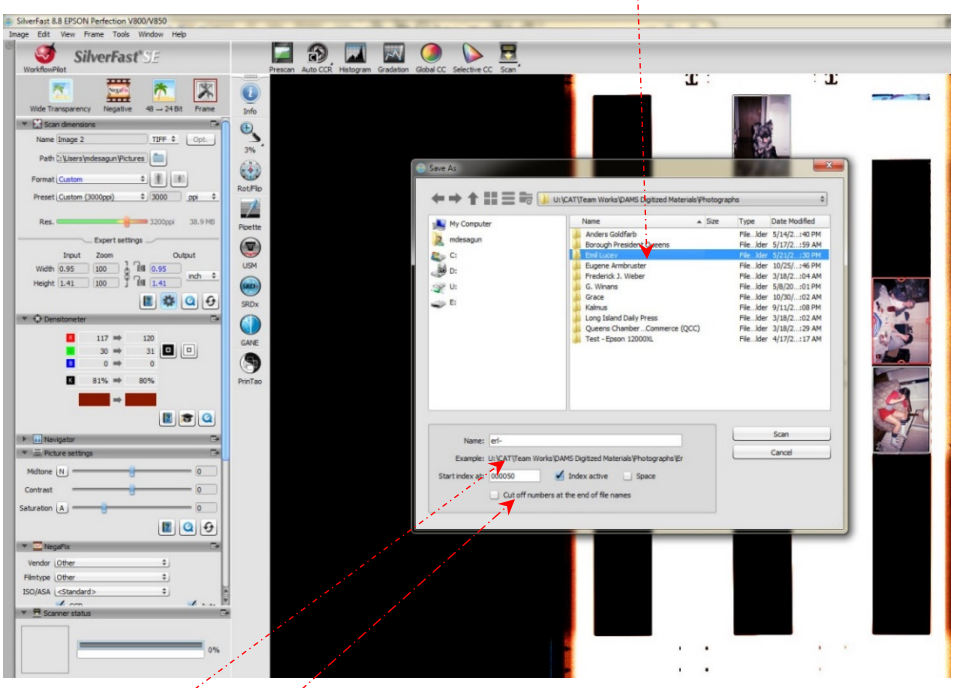


- Once everything is set, you are ready to scan the items.

- At the top menu, click “Image” and then select “Batch scan”.

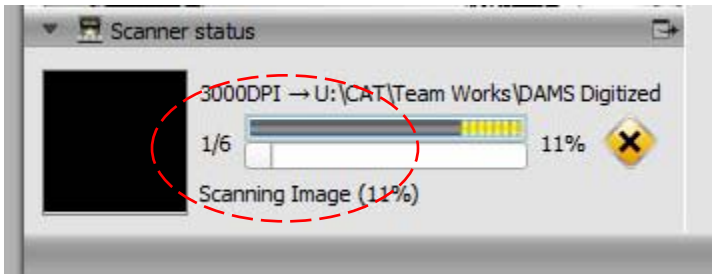


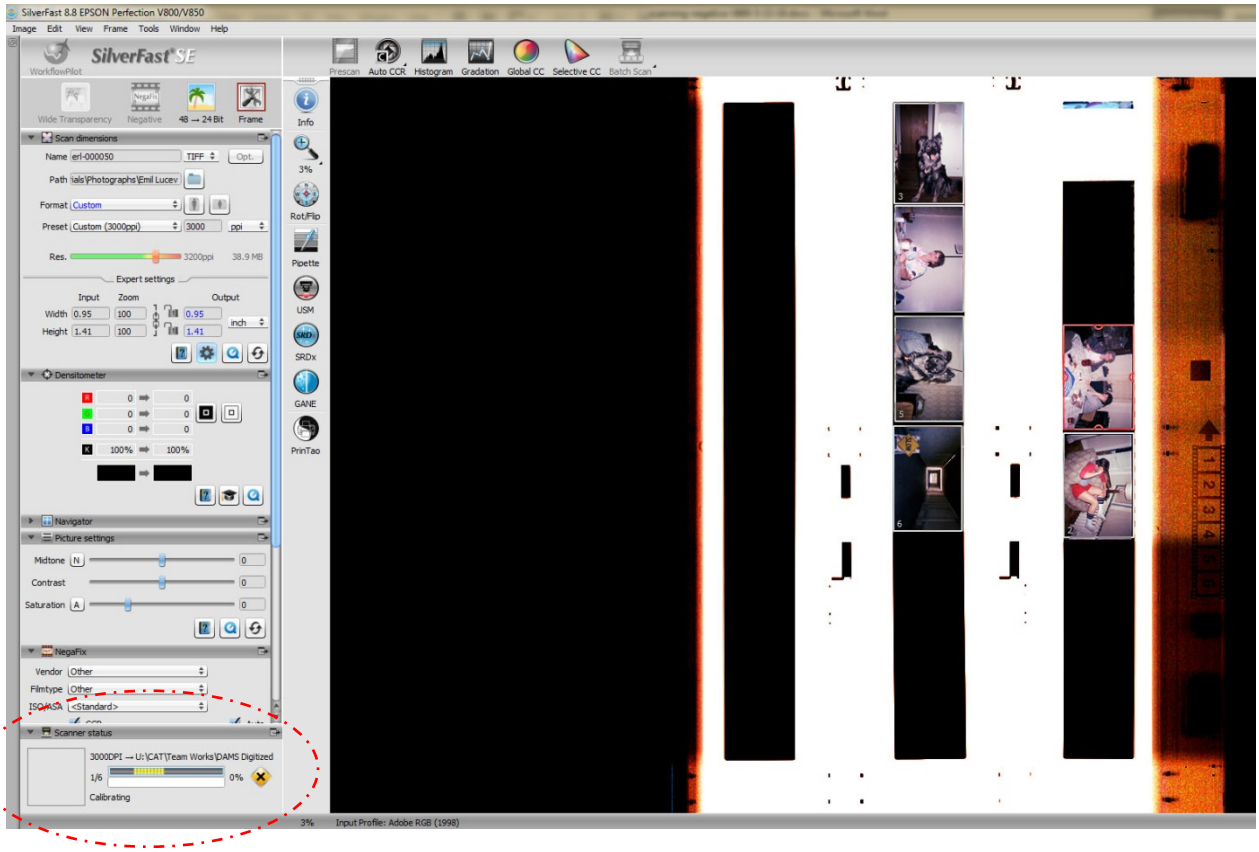
- A pop-up will appear: Select the destination folder where the images will be saved. Eg. *CAT\Team Works\DAMS Digitized Materials \Photographs\ Emil Lucev*



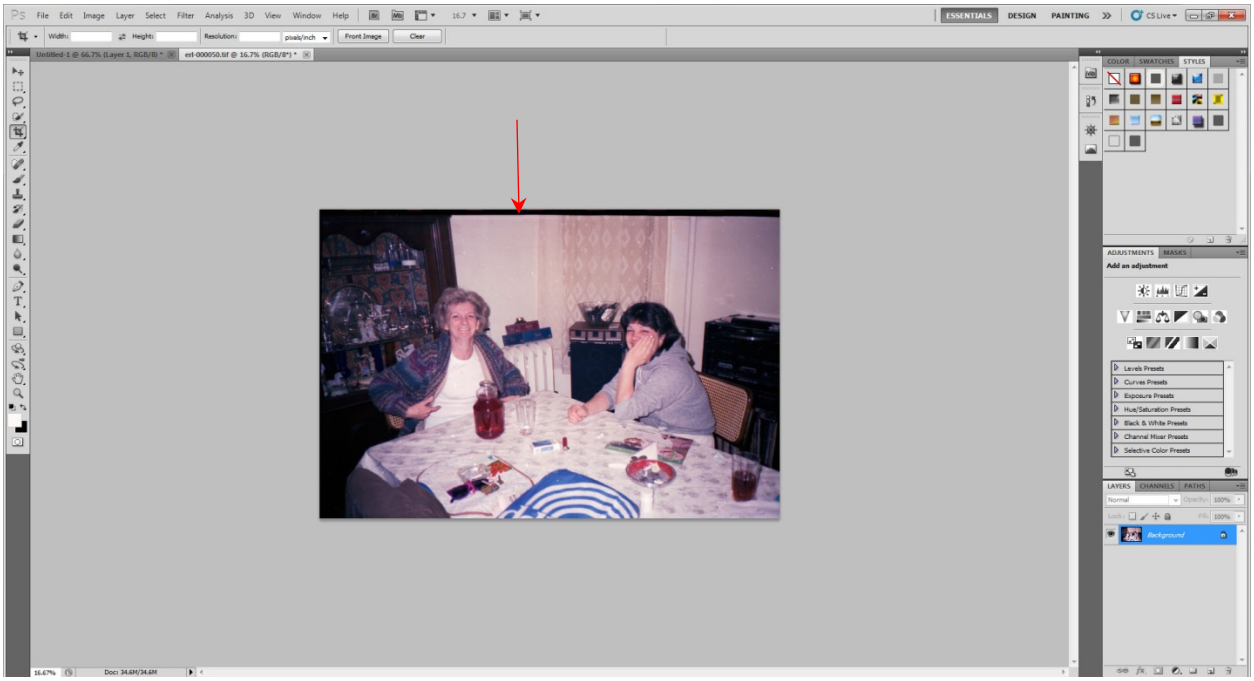
- On the “Name field” – type the file name: **erl-**
- Start index at field” – type the number of the images you scanning. For example, you are scanning image – erl-000050.

- On the **start index field**, type in **<u>000050</u>**
- Press “Scan”
- In the bottom, you can see the scanner status – You will see **1/6 image is scanning**





- Scan will open in Photoshop where you can assess the quality and make changes as necessary- such as rotating & cropping the image.



- Crop out any of the black area that appears on the photograph and save the image.

- Open the destination folder where the images are saved and for each digitized image, add dash zero **-0**