

# Acquiring Images from Scanners and Digital Cameras in WordPerfect X6

• WordPerfect Office Suite

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You can scan images as well as load photos from digital cameras into WordPerfect.

WordPerfect supports scanners that use Microsoft Windows Image Acquisition (WIA), which provides a standard interface for loading images. If your scanner or digital camera does not support WIA, you can use the scanner's or digital camera's TWAIN driver for loading images. The WIA interface is available only for the Windows XP operating system. The software interface and options vary. For information about using your scanner or digital camera software, please see the product documentation.

### To scan images

- 1. Click Insert' Graphics/Pictures Image Source
- 2. Choose a scanner from the **Sources list**
- 3. Click Select
- 4. Click Insert Graphics/Pictures Acquire image
- 5. Choose the images you want to copy from the dialog box that appears.
  - If your scanner does not support WIA, you are presented with the scanner's interface for loading images.
- 6. Preview the image, and select the area you want to scan.
- 7. Click Scan.
  - If you are working with the scanner's interface, this button may have a different name, such as **OK**.'**To load** additional photos during the same session, click Insert Graphics/ Pictures Acquire image.'To scan additional images during the same session, click **Insert Graphics/ Pictures Acquire image**.

#### To load photos from a digital camera

- 1. Connect a digital camera to your computer.
- 2. Click **Insert'** *Graphics/Pictures'***Select source**.
- 3. Choose a digital camera from the **Sources** box.
- 4. Click Insert' Graphics/Pictures'Acquire image.
- 5. Choose the images you want to load from the dialog box that appears.
  - If your digital camera does not support WIA, you are presented with the digital camera's interface for loading photos.

## 6. Click **Get pictures**.

• On your digital cameras interface, this button may have a different name such as **Send**. To load additional photos during the same session, click **Insert'** *Graphics/Pictures'* **Acquire image**.

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