How to scan a document into Photoshop

Carefully open the lid on the flatbed scanner and place your document facedown on the platen glass. Situate it close to the red arrow that is in one corner. Close the lid.

Open Photoshop or Elements and select *File->Import-> Epson PerfectionV350*
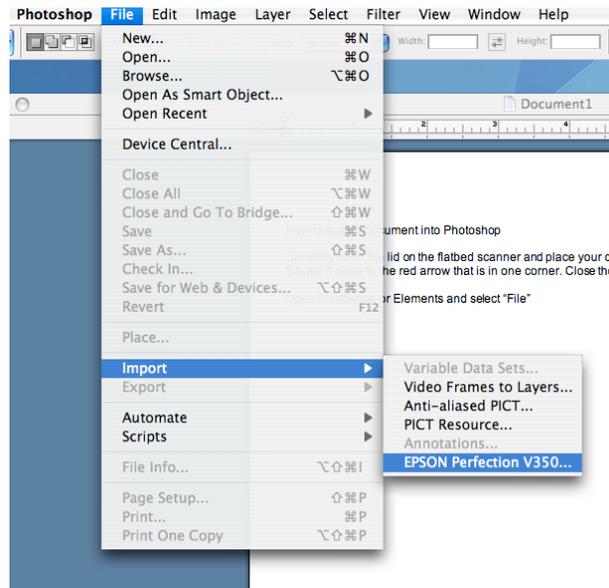
A dialogue box will open and you will *uncheck* "Thumbnail" (see below). Photoshop may ask you if you are sure you want to do this. Click "*OK*".
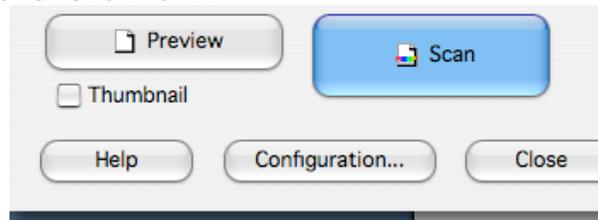
If you are going to print your scanned image at some point, select *Printer* as destination, this will default to resolution of 300dpi. If the image is to only be used on the web, select *Screen/Web*
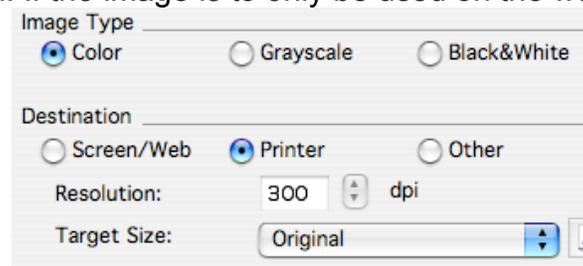
Now click the "Preview" Button. You will get a progress bar and your image will show up in the preview box.
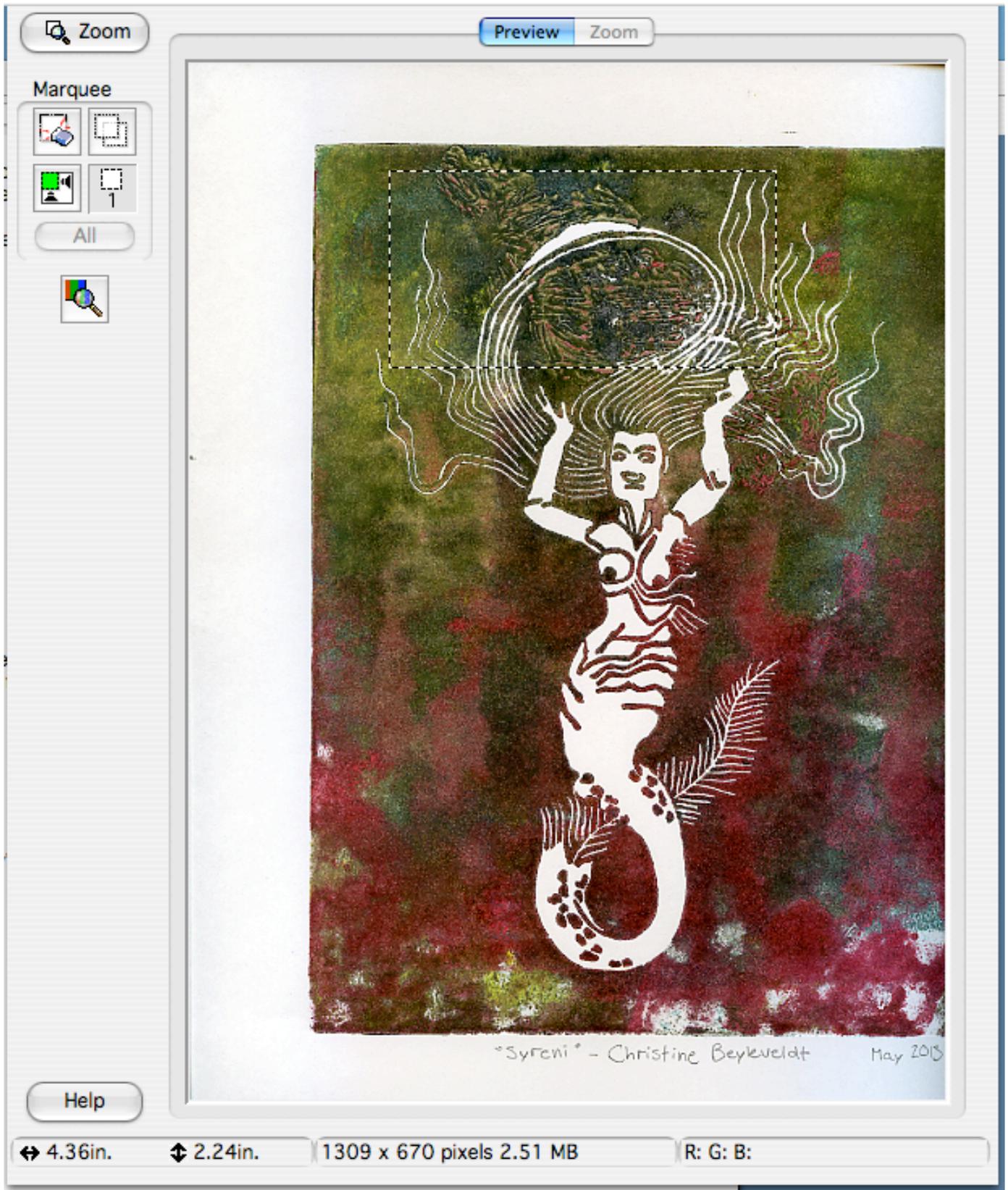
Click and drag a marquee box around the area of the image you want to scan, or resize the existing one.

Now click the scan button. You may have to click it twice. Your image will scan and open in Photoshop or Elements.
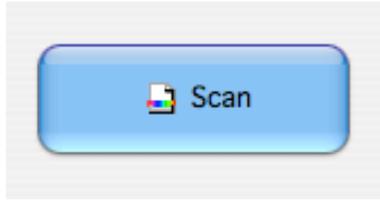
Don't forget to take your image with you and proceed to work on your image in Photoshop or Elements.