



## Steps for Use:

1. Press Power button



2. Insert documents:  
Top Down  
Face Down



3. Log In to tConsult Client

4. Select the Patient button



5. Search for the patient

6. After searching:

Choose either



or



to create a case for the patient

7. Verify patient name



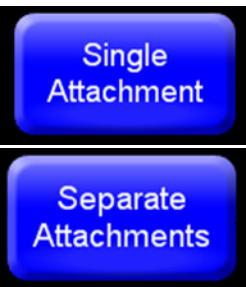
## Buttons Explained:



Press Black & White, Grayscale or Color buttons to scan documents. Grayscale & Color are higher quality.

Rotate scans before saving

Save scans to the case



Single Attachment- Combines multi-



Separate Attachment- Saves each



To Save:



Label



**Click on attachments to check scan quality. Rescan in Grayscale or Color if poor or unreadable.**

