
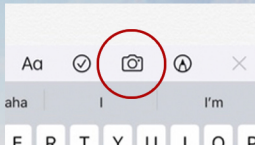


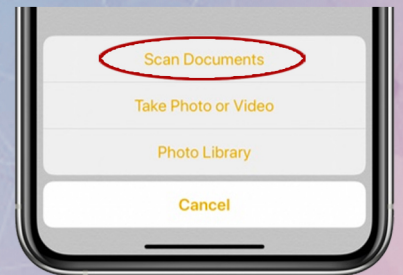


Did you know...

Did you know...you can now use your mobile phone (Apple or Android) to scan documents.




- 1 Open up the Note App  and create a new note
- 2 Choose camera icon 
- 3 Select 'Scan Documents'

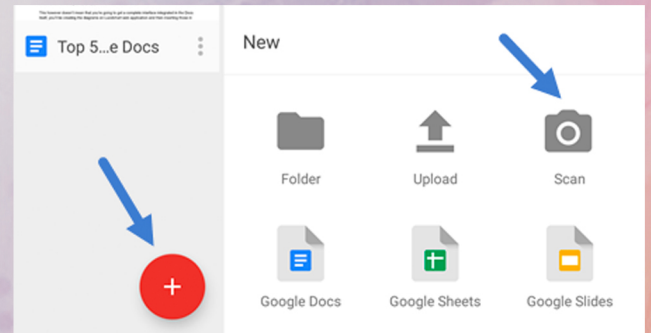


Watch here: <https://www.youtube.com/watch?v=16nwB3P78GQ>

android 



- 1 Use Google Drive app 
- 2 Scroll to the bottom to find '+'
- 3 Select 'Scan'



Watch here: <https://www.youtube.com/watch?v=DgA1-MBTMKg>

Scanning means you can turn paper based resources into digital resources without the need for a computer. You can add additional notes to the document and save as a PDF

Always remember to save a copy



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