



## HELPSHEET: SCANNING PHOTOS

You can scan your photos for the memory box in one of two ways:

1. Using your smartphone camera
2. Using a scanner

The simplest method is to use your smartphone camera to take a photo of the photo. The quality is normally sufficient for the purposes of creating a memory box. Once you have taken the photo, you can send it to us (or your contact for the memory box).

Please be careful to make sure that the source photo is flat and there are no obvious reflections from nearby lights and windows. When you take the photo, you will need to ensure that the new image is in focus. Sometimes you may find you need to move away from the original photo for the smartphone camera to focus correctly. Once you have taken a photo you can crop it and make any adjustments.

Scanning your photo(s) using a dedicated computer scanner creates a higher-quality copy but unless you have a scanner already, or wish to scan many photos, is probably not necessary.

**Need more help? Drop me an email [john@chroniclestories.co.uk](mailto:john@chroniclestories.co.uk)**