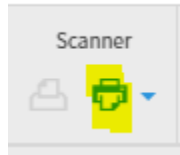
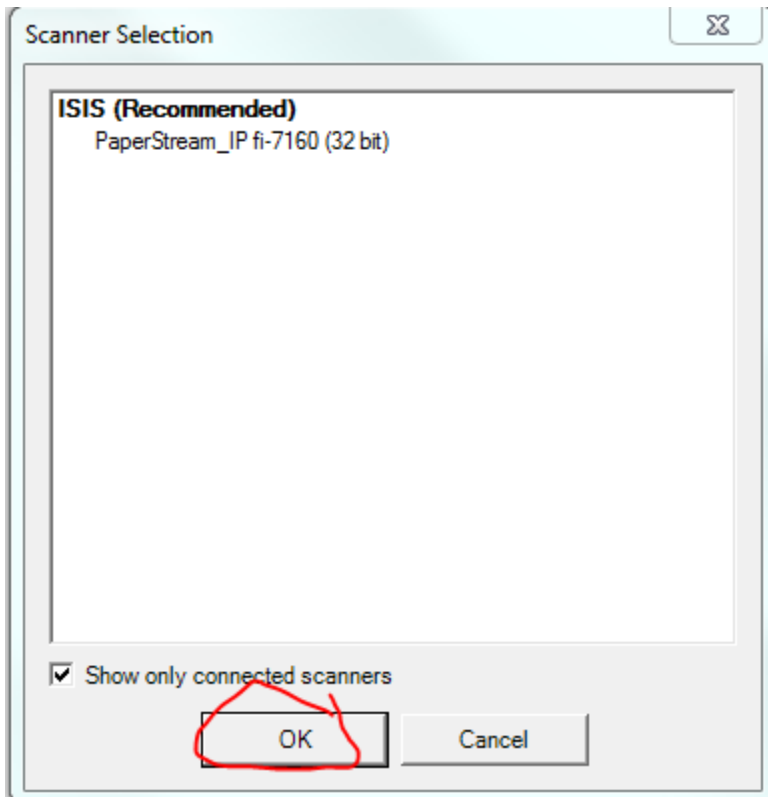


This is a one-time configuration

1. Log in
2. Select your Application [B-S-ADMN, B-H-EMPL, etc]
3. Select your New Document / New Batch
4. Click on Select Scanner

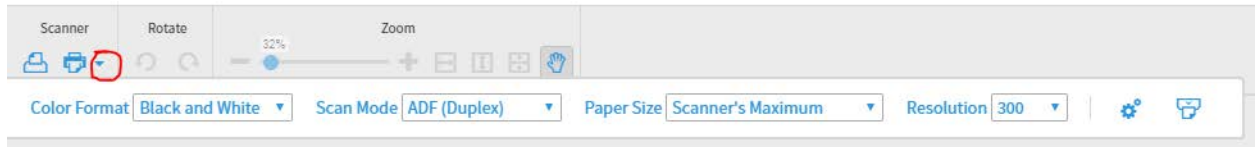


5. Click Allow
6. Click OK on the Scanner Selection or If you want to use TWAIN uncheck Show only connected scanners and pick the TWAIN paperstream.



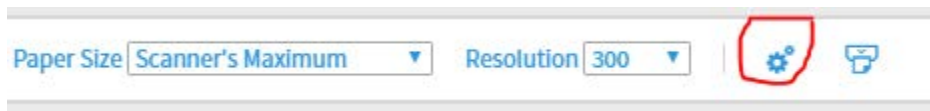
Turn on Assisted Scanning

1. Click on the down arrow by the Select Scanner icon and you will see a new menu of options:

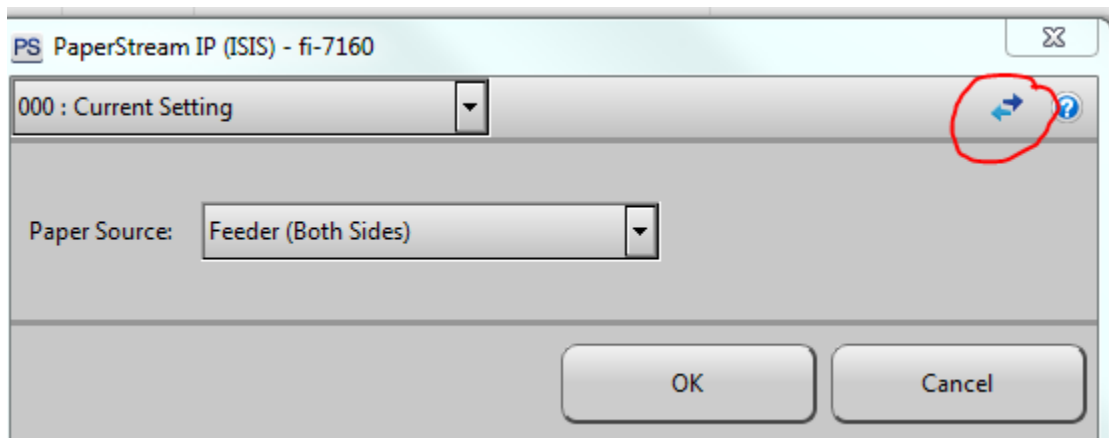


NOTE: If you do not see the above full menu you will need to shrink your screen size by clicking the CTRL and minus key [-] simultaneously. Once you've finished you can click CTRL + to get your screen size back.

2. Click on the Cog

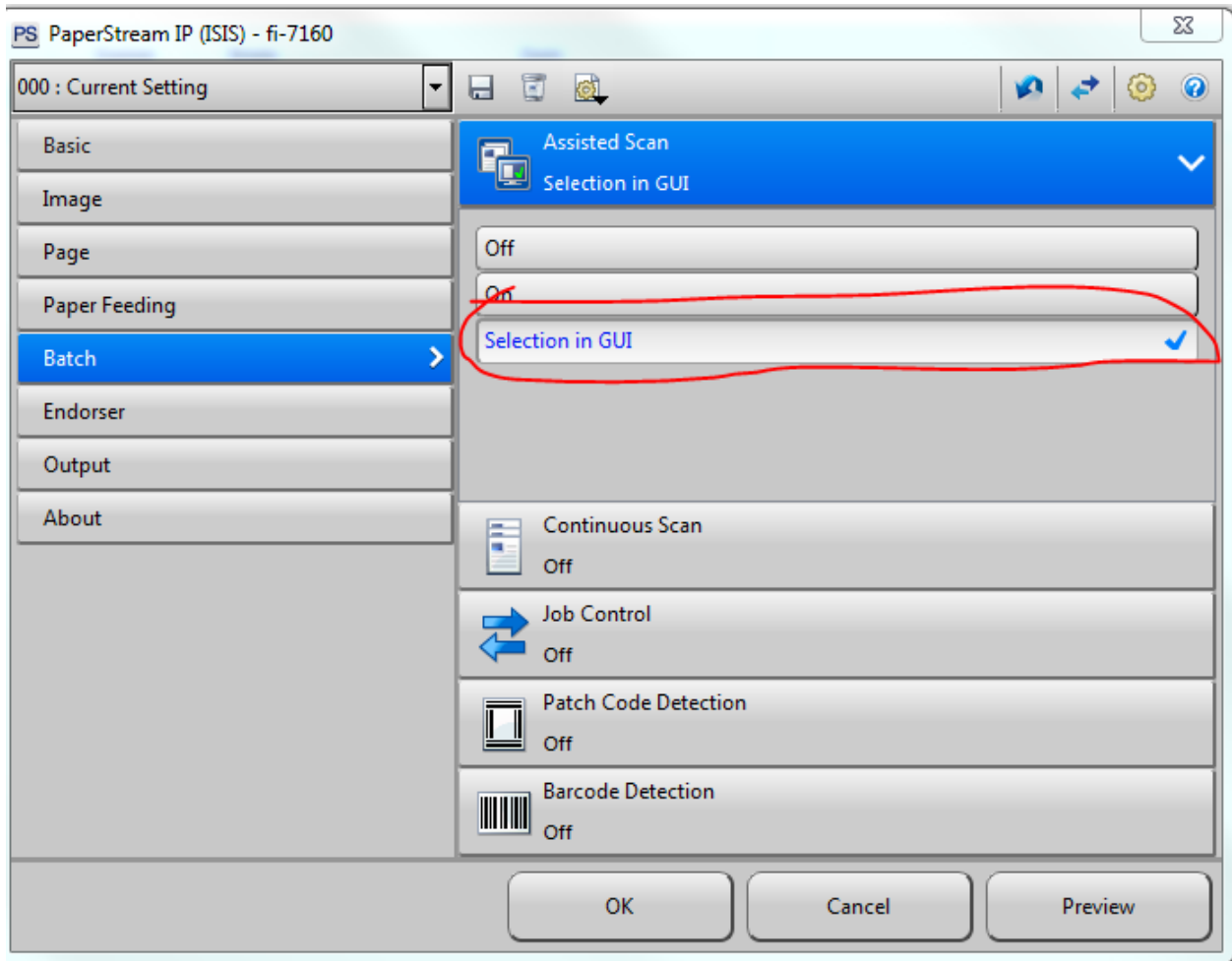


3. Click on the double arrows:

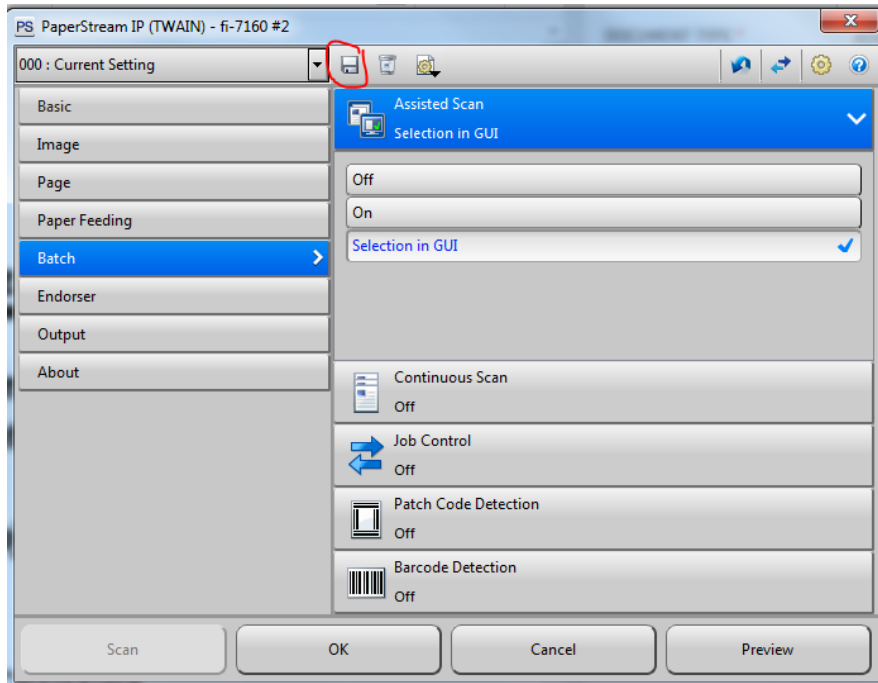


4. Click on Batch and then select Assisted Scan / Selection in GUI [this will prompt you in case there are times you do NOT want to scan with Assisted Scanning

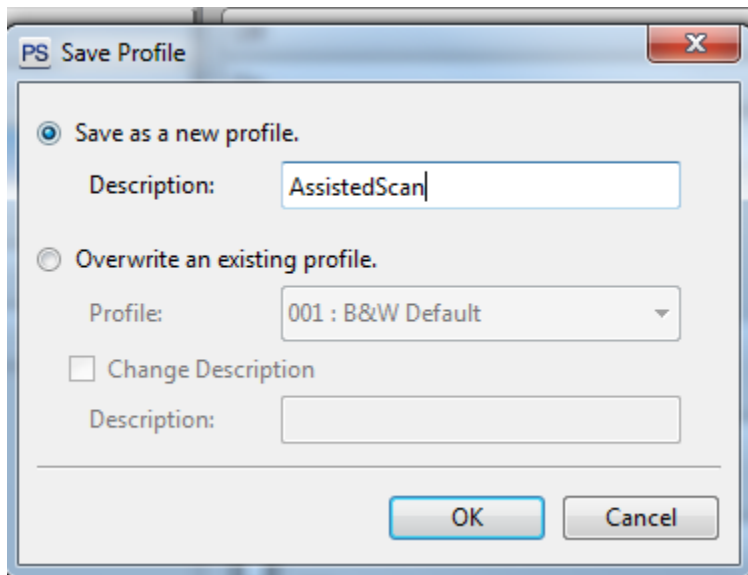
ASSISTED SCAN SELECTION IN BDMS



5. Click the Save Icon



6. Enter a Save as a new profile name, click OK



7. Click OK on the Main dialog box.

Proceed to Scanning.