CONTRACTORS
SUPPORT.

Step by step: How to scan your document

(for Android)

Privacy - Terms

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Step 1

Install and open the Drive App

Step 2

Tap the + then the scan button

Step 3

Hover the camera over the document and click the middle button to take the image then click OK

Step 4

If you want to scan multiple pages tap the bulk add button (⊞) then OK

Step 5

Once done you can name your files and choose a drive account to save the file to and a drive folder, then tap save.