How to scan documents on your iPhone or iPad

You can use the Notes app to scan documents and add signatures on your iPhone or iPad.



Scan a document

1. Open Notes and select a note or create a new one.
2. Tap the Camera button, then tap Scan Documents.
3. Place your document in view of the camera.
4. If your device is in Auto mode, your document will automatically scan. If you need to manually capture a scan, tap the Shutter button or press one of the Volume buttons. Then drag the corners to adjust the scan to fit the page, then tap Keep Scan.
5. Tap Save or add additional scans to the document.