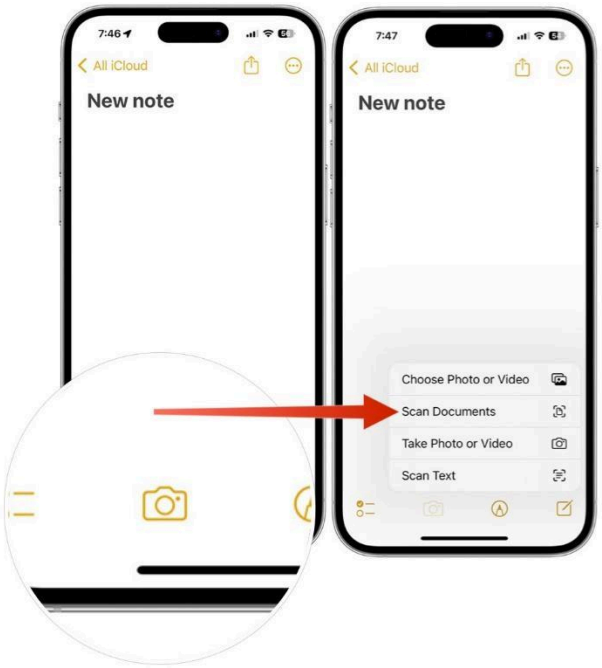
# 🍏 For iPhone/iPad (Using the Notes App)

iOS devices can scan documents directly using the built-in **Notes** app:

1. **Open the Notes app** and either create a new note or select an existing one.
2. Tap the **Camera icon** (or **Attachment button**), then select **"Scan Documents."**
3. **Place your document** in view of the camera. The app will automatically scan the document in **Auto mode**.
    - If you need to manually capture it, press the **Shutter button** or a **Volume button**.
4. Drag the corners to **adjust the scan to fit the page**, then tap **Keep Scan**.
5. You can **add more pages** by continuing to scan.
6. When finished, tap **Save**.




# 📱 For Android (Using Google Drive)

Many Android devices come with the **Google Drive** app pre-installed, which includes a scanner feature:

1. **Open Google Drive** and tap the **"+"** (Add) button in the bottom right.
2. Select **"Scan"** (or the Camera icon). You may need to grant camera permissions.
3. **Position your document** on a flat surface in good lighting and center it in the frame. The app will usually outline the document with a line to indicate detection.
4. **Capture the photo** manually using the Shutter button, or allow **Auto Capture** to take the photo automatically.
5. **Edit the scan** (Optional):
    - Tap the **Crop & Rotate** icon to adjust the scan area.
    - Use the **Filter** option to change colors (e.g., to Black & White or Grayscale).
    - Tap the **"+" (Add)** button to scan multiple pages into the same document.
6. Tap **Done** (or the Checkmark icon) and choose to save the file as a **.pdf** or **.jpg**.
7. Select the **Location** (folder) to save the file in Drive, and tap **Save**.