Instructions for using 'CamScanner' Application
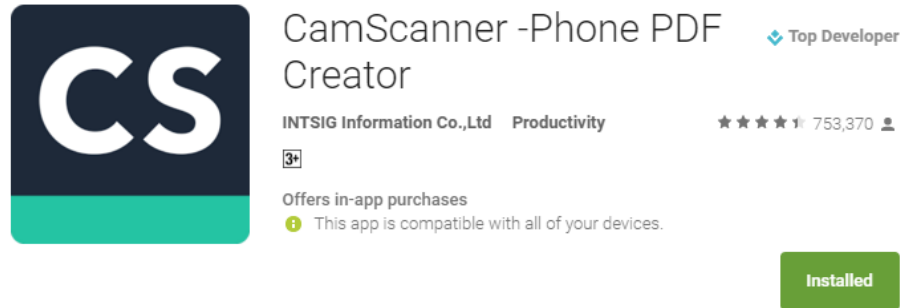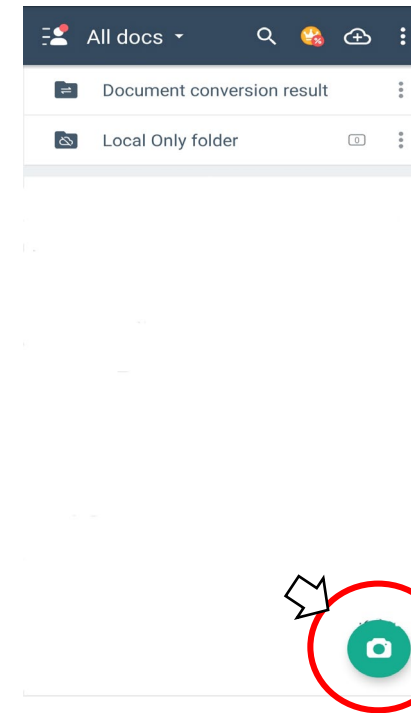
STEP 1

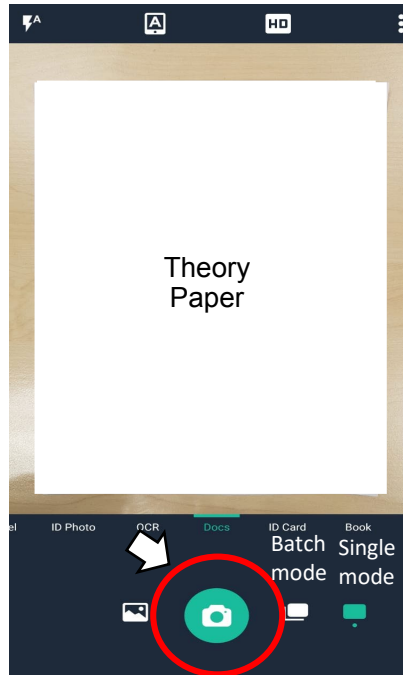

Download the 'CamScanner' Application from Google Play Store (for Android Users) or App Store (for Iphone Users)
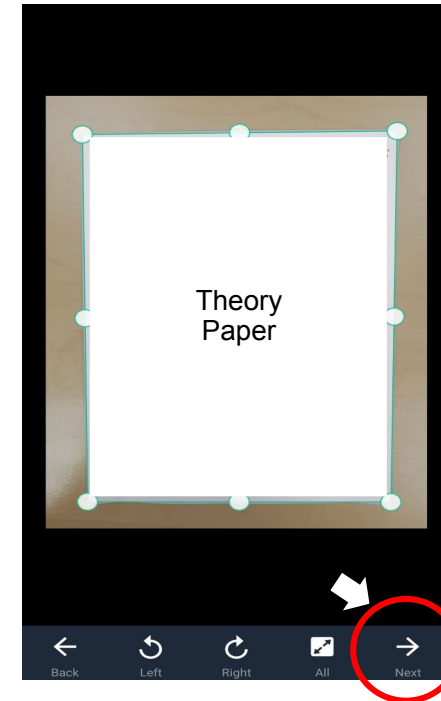
STEP 2

Click on the 'Camera Button' located on the Bottom Right Hand Corner

STEP 3

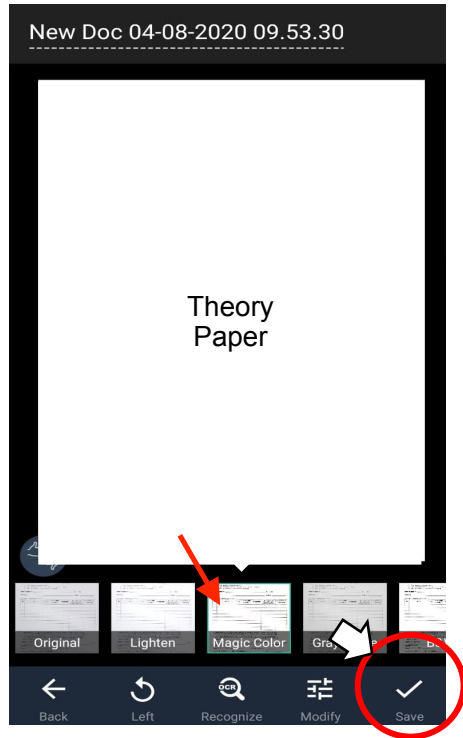Place **hardcopy documents** on a flat surface and take a photo using the 'Camera Button' located at the Bottom using the **Single or Batch Mode** (to take multiple pictures at a time)
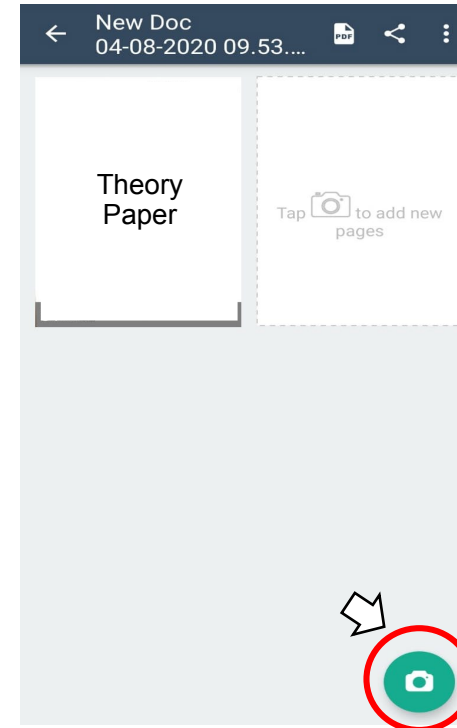
STEP 4

Crop the picture and ensure that document is clear and visible and **Click 'Next'**
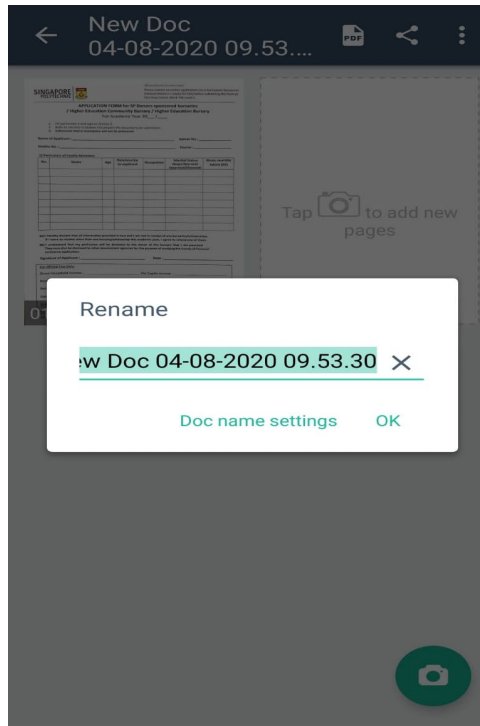
STEP 5

Select the 'Magic Color' filter
and Click 'Save'

STEP 6

Tap on the 'Camera Button' to
add pictures of other hardcopy
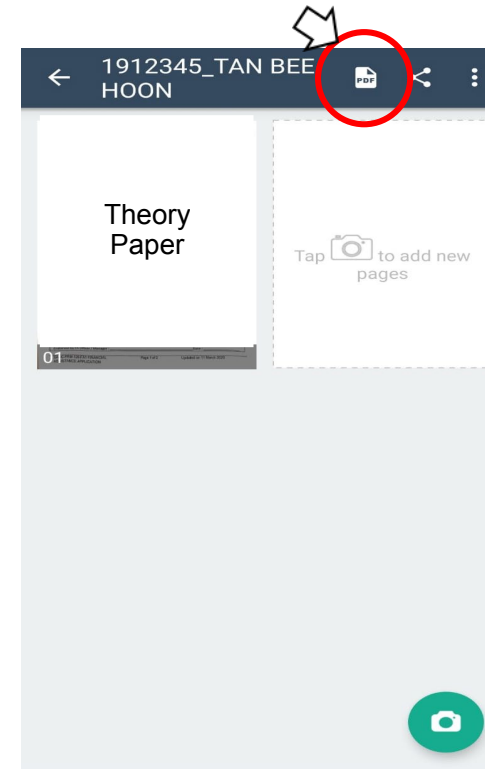documents by using steps 3-5

STEP 7

Once completed, rename the file as

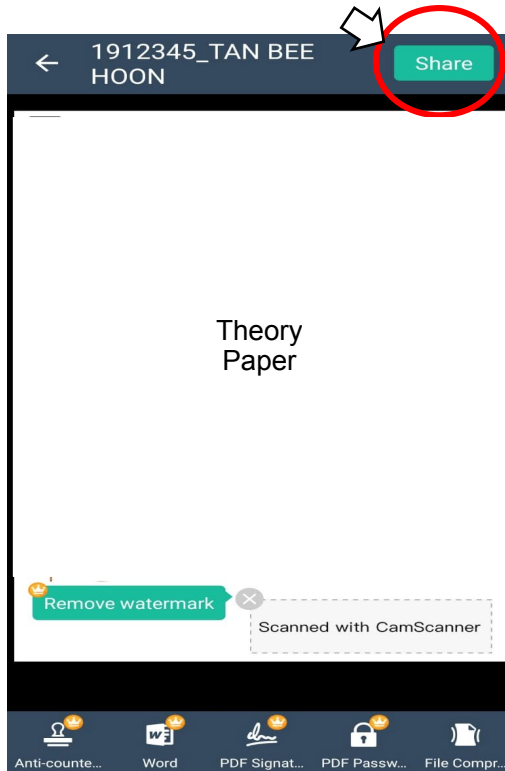'firstname_secondname_riamtheoryexam'

(please put the first name and second name of the candidate into the file name, spaced by an underscore _)
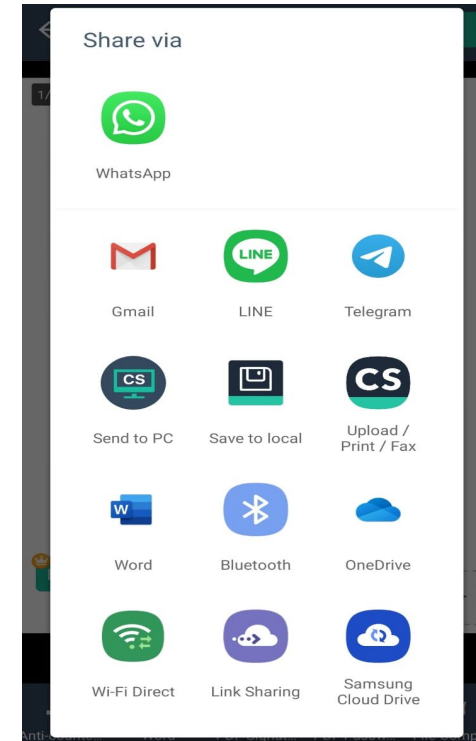
STEP 8

Then, tap on the **'PDF logo'** located at the top right hand corner to convert your document into a PDF file

STEP 9

Click **'Share'**

STEP 10

Save your file on the device then go to the upload site at the link provided in your email