Scan with Phone to Email

The steps for scanning and emailing a document from your phone depend on the app you use, but generally involve these steps:

1. Place the document on a flat surface.
2. Open the scanner app.
3. Position your phone's camera over the document.
4. Take a picture of the document.
5. Edit the image if needed.
6. Save the document as a PDF.
7. Email the file.

Adobe Scan

A free app that can scan documents, notes, receipts, business cards, and more, and automatically recognize text. It can save scans to multiple file formats, including PDF and JPEG, and can resize and upload scanned documents to the cloud.

- Abbyy Fine Reader PDF

    A multilingual app that can automatically detect document boundaries and has annotation tools for redacting sensitive information and signing documents. It can output scans to Microsoft Word and detect 193 languages.

- Microsoft Lens

    A good option for quick scanning, especially for Microsoft users. It can also perform some auto-cropping and image manipulation.

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    Apple Notes

    A basic, free scanning app for iOS user.