Scan Documents on your iPhone Using the Notes App in 4 Easy Steps

**Step 1.** Launch the Notes app.

**Step 2.** Create a new note by pressing on the compose button.

**Step 3.** Now press on the Camera button at the bottom.

**Step 4.** Now tap on Scan Documents.
Scan Documents on your Android Using the Google Drive App in 4 Easy Steps

Step 1. Launch the Google Drive app.

Step 2. Tap the “+” button in the lower-right corner of the home screen.

Step 3. When the menu slides up from the bottom, select “Scan”.

Step 4. It may ask for permission to access the phone’s camera. If so, tap on “Allow”.