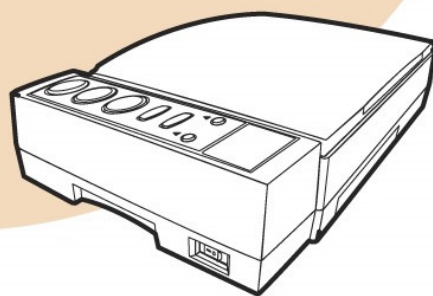


Scanner User's Guide

plustek



- ✓ **Installation**
- ✓ **Usage & Maintenance**

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The scanning of certain documents, for example checks, bank notes, I.D. cards, government bonds, or public documents, may be prohibited by law and/or subject to criminal prosecution. We recommend you to be responsible and respectful of the copyrights laws when you are scanning books, magazines, journals and other materials.

The product is designed and produced to achieve sustainable environmental improvement. We strive to produce products in compliance with global environmental standards. Please consult your local authorities for proper disposal.

The product packaging is recyclable.

The screen shots in this guide were made with Windows 2000. If you are using Windows XP or vista, your screen will look somewhat different but functions the same.

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Introduction

Welcome to the world of Plustek scanners – the ultimate in computer imaging. Your new scanner will improve the professionalism of your day-to-day computing tasks by allowing you to input images and electronic text into your computer system.

Like all of our products, your new scanner is thoroughly tested and backed by our reputation for unsurpassed dependability and customer satisfaction.

See the last page of this user's guide for a complete list of Plustek offices worldwide.

Thank you for choosing us as your scanner supplier. We hope you will continue to turn to us for additional quality products as your computing needs and interests grow.

How to Use This Guide

This User's Guide provides instructions and illustrations on how to install and operate your scanner. This guide assumes the user is familiar with Microsoft Windows 2000, XP or Vista. If this is not the case, we suggest you learn more about Microsoft Windows by referring to your Microsoft Windows manual before using your scanner.

The Introduction section of this manual describes the box contents and minimum computer requirements to use this scanner. Before you start installing your scanner, check the box contents to make sure all parts are included. If any items are damaged or missing, please contact the vendor where you purchased your scanner or our customer service directly.

Chapter I describes how to install scanner's software and connect the scanner to your computer. Note: The scanner connects to your computer through the Universal Serial Bus (USB). If your computer does not support USB technology, you will need to purchase a USB interface card to add USB capabilities to your computer, or buy and install USB connectors if your motherboard has USB capabilities. This guide assumes that your computer is USB-ready and has a free USB port.

Chapter II describes how to use, maintain and clean your scanner.

Appendix A contains the Specifications of the scanner you purchased.

Appendix B contains our limited warranty agreement and FCC statement concerning the product.

Conventions of This Guide

[XXX] — Represents commands or contents on your computer screen

Italic — First use of an important term in a chapter.

Bold — Represents buttons on your scanner OR important notes.

A Note about Icons

This guide uses the following icons to point out information that deserves special attention.



Warning

Warning: A procedure that must be followed carefully to prevent injury, or accidents.



Attention

Attention: Instructions that are important to remember and may prevent mistakes.



Information

Information: Optional tips for your reference.

Safety Precautions

Before using this device, please read the following important information to eliminate or reduce any possibility of causing damage and personal injury.

1. Moisture condensation may occur inside this device and cause malfunction at these conditions:
 - when this device is moved directly from a cold to a warm location;
 - after a cold room is heated;
 - when this device is placed in a damp room.

To avoid the moisture condensation, you are recommended to follow the procedure:

- i. Seal this device in a plastic bag for it to adapt to room conditions.
 - ii. Wait for 1-2 hours before removing this device from the bag.
2. Do use the power adapter and USB cable provided with the scanner. Use of other power adapter and cables may lead to malfunction.
 3. Keep the space around the AC adapter clear in case you need to quickly unplug the AC adapter during emergencies.
 4. Damaged wire could cause fire or electrical shock. Keep the power cord straight and without being twisted, bended, or scraped.
 5. Unplug this device if you don't need to use for a certain period of time, such as, during night or long weekend, to avoid any risks of causing fire.
 6. Do not attempt to disassemble the scanner. There is danger of an electrical shock

and opening your scanner will void your warranty.

7. Be sure not to bump or knock the scanner glass as it is fragile and could break.

Minimum System Requirements¹

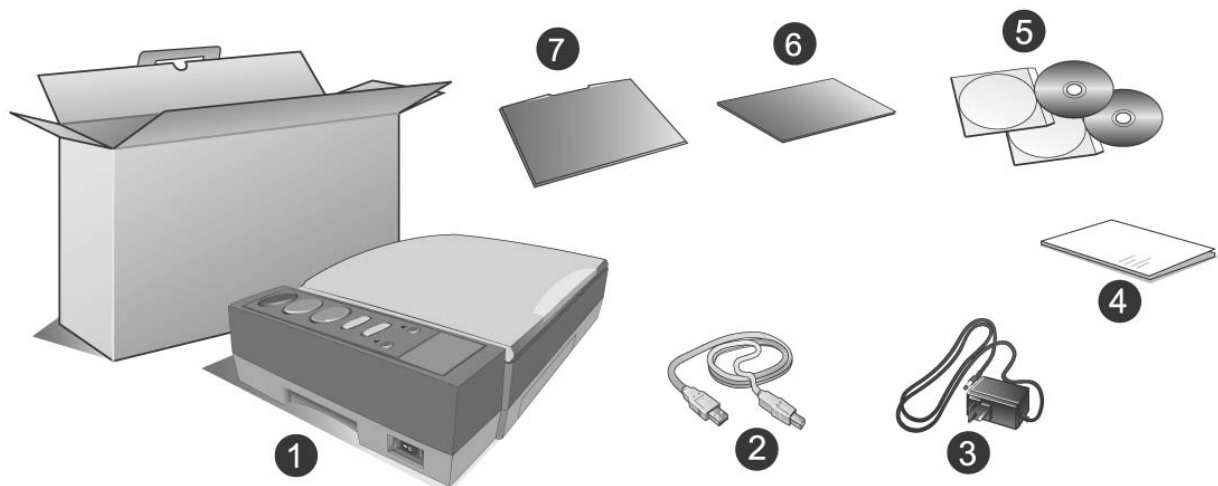
- PC with Intel Pentium® II 233 MHz processor or compatible
- 128MB RAM
- Available USB 1.1 or 2.0 port
- CD-ROM Drive or DVD-ROM Drive
- 800 MB Free Hard Disk Space
- Video card that supports 16-bit color or greater
- Operating System: Windows 2000 Professional, XP or Vista



Information

Systems with Pentium III 500 MHz or higher processor (or its compatible), 256 MB RAM, available USB 2.0 port and 800MB free hard disk space are recommended for optimal performance.

Box Contents²



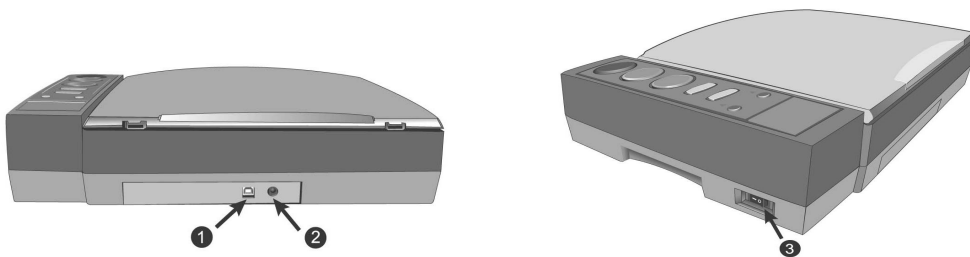
1. Scanner
2. USB cable
3. Power Adapter

¹ Higher requirements might be needed when scanning or editing a large quantity of image data. The system requirements here are only a guideline, as in general the better the computer (motherboard, processor, hard disk, RAM, video graphic card), the better the results.

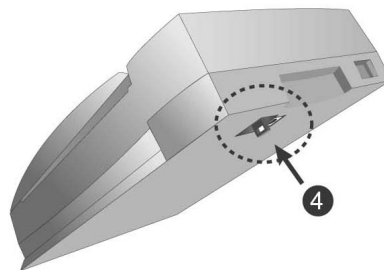
² Save the box and packing materials in case you need to transport this scanner in the future. The product packaging can be recycled.

4. Quick Guide
5. Set up/Application CD-ROM
6. Image Enhancement Backing (Packed under the document cover with Reflective Document Mat)
7. Reflective Document Mat

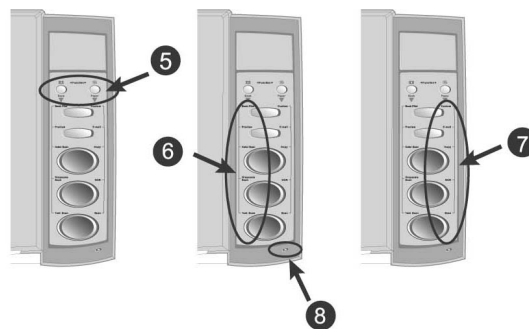
The Scanner's Features



1. *USB Port*: It connects the scanner to a USB port on your computer by the included USB cable.
2. *Power Receptor*: It connects the scanner to a standard AC power outlet by the included power adapter.
3. *Power Switch*: Use this to turn the scanner ON or OFF.



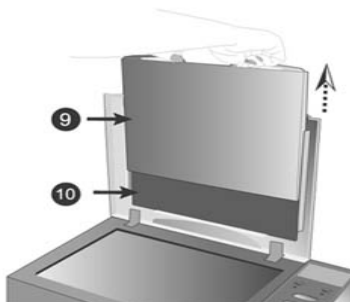
4. *Scanner Lock*: It holds your scanner head in place during transportation.



5. *Function Switch buttons & LEDs*: Corresponding to the Book or Paper button you press, the LED indicates the current function.
6. *Book function buttons*: When you press Book function button, the triangle LED

below is illuminated and the buttons on the scanner panel perform functions (Book Pilot, Preview, Color Scan, Grayscale Scan and Text Scan) on this side.

7. *Paper function buttons*: When you press Paper function button, the triangle LED below is illuminated and then buttons on the scanner panel perform functions (Custom, E-mail, Copy, OCR and Scan) on this side.
8. *Power LED*: It indicates the scanner status.



9. *Reflective Document Mat*³: Use this two-sided mat (black and white) as the background color of the to-be-scanned image.
10. *Image Enhancement Backing*⁴: Use this backing when you have “see through” problem.

³ Please refer to the FAQ document in the Setup/Application CD-ROM for further information.

⁴ Please refer to the FAQ document in the Setup/Application CD-ROM for further information. To prevent the lost of Image Enhancement Backing, make sure to place it to the underside of the scanner document cover after use.

Chapter I. Installing the Scanner

Before installing your scanner, please verify that you have all of the proper components. A list of the package contents is provided in the *Box Contents* section of this guide.

Software Installation Requirements

Your scanner comes with the image-editing software (Presto! ImageFolio), OCR software (FineReader), document management software (Presto! PageManager), the scanner's driver and the Action Express software. All of these software applications use approximately 800 megabytes of hard disk space after they are installed into your computer.

The USB scanner can only operate under the Microsoft Windows 2000 Professional, XP or Vista operating system.



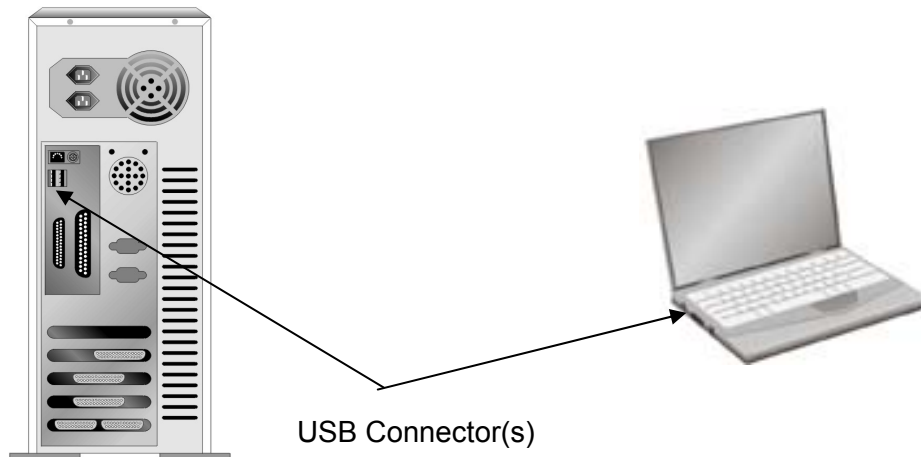
- Please do not use multiple USB scanners in Windows XP simultaneously! For more information, please refer to the following URL...<http://www.microsoft.com>

Attention

Hardware Requirements

This scanner connects to your computer through the Universal Serial Bus (USB), which supports *hot Plug and Play*. To determine whether your computer is USB-capable, you must check the rear of your PC to locate a USB jack that looks the same as the one pictured below. Note that on some computers, the USB port at the rear of the computer may be occupied and additional ports may be found on the monitor or keyboard. If you are having trouble in locating the USB port on your computer, please refer to the hardware manual that came with your computer.

Upon examination, you should find one or two rectangular USB ports, which usually appear as shown below.

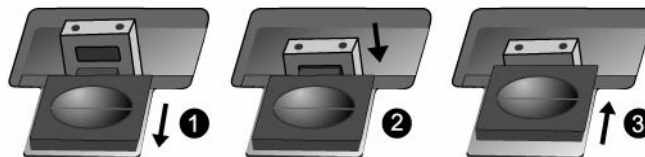


If you don't find such USB ports on your computer, then you need to purchase a certified USB interface card to add USB capabilities to your computer.

Installing and Setting up the Scanner

Please follow the step-by-step procedures described below to install the Plustek scanner.

Step 1. Unlock your scanner

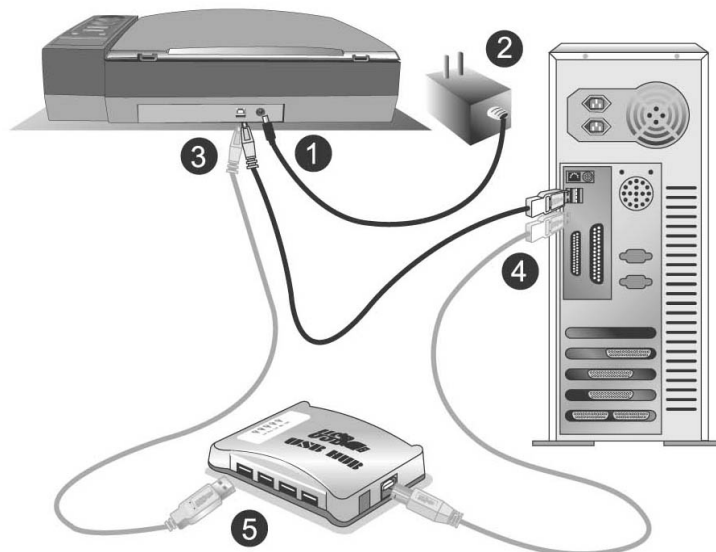


Before you connect your scanner with the computer, ensure to unlock your scanner first.

1. Slide the locking switch on the scanner's underside backwards and hold it unreleased.
2. Press down the locking bolt.
3. Move the locking switch forward to snap into the top notch on the locking bolt.

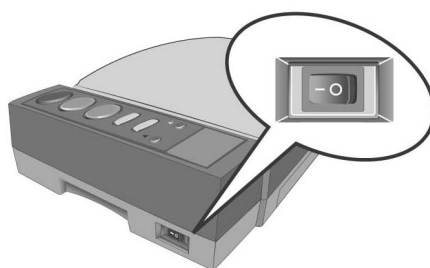
When the locking bolt is pressed, it automatically unlocks the scanning head; when not pressed, it automatically locks up the scanning head again.

Step 2. Connecting the scanner to Your Computer



1. Plug the power adapter into the scanner's power receptor.
2. Plug the other end of the power adapter into a standard AC power outlet.
3. Plug the square end of the included USB cable to the USB port at the rear of the scanner.
4. Plug the rectangular end of the USB cable to an available USB port on the back of your computer.
5. If you plan to connect your scanner to a USB hub⁵, make sure that the hub is connected to the USB port in your computer. Next, connect the scanner to the USB hub.

Step 3. Installing the software



1. Switch the scanner power on.
2. If the USB components on your computer are functioning correctly, they will automatically detect the scanner causing the **Add New Hardware Wizard** or **Found New Hardware Wizard** to be launched.

⁵ The USB hub is not included with the scanner.



Information

If your computer was off when you connected the scanner, the “Add New Hardware Wizard” message will be displayed when you turn the computer on and when Windows starts.

3. **For Windows 2000**

- a. Click on the **Next** button when the “Add New Hardware Wizard” window is displayed.
- b. Select “SEARCH FOR THE BEST DRIVER FOR YOUR DEVICE [RECOMMENDED]” and click on the **Next** button.
- c. The next window will ask you where to search to find the drive. Select **CD-ROM drive**, and deselect **Floppy disk drives** if it is checked.



- d. Insert the Setup/Application CD-ROM, included with your scanner, into your CD-ROM drive and then click on the **Next** button.
- e. Click on the **Next** button in the window that appears.
- f. During the process of the installation, a message “Digital Signature required” might be prompted. Please ignore it, and click on **Yes** to continue the installation without any misgiving at your scanner functioning. Afterwards, please skip to Step 6.

4. **For Windows XP**

- a. Insert the Setup/Application CD-ROM, included with your scanner, into your CD-ROM drive.
- b. Select **Install the software automatically recommended** and click on the **Next** button.
- c. Click on the **Next** button in the window that appears. Afterwards, please skip to Step 6.

5. **For Windows Vista**

- a. Select **Locate and install driver software (recommended)** when the “Found New Hardware” window is displayed.
- b. Click on the **Continue** button when the “User Account Control” dialog pops up.
- c. Insert the Setup/Application CD-ROM, included with your scanner, into your CD-ROM drive when the system prompts you “Insert the disc that came with your USB Scanner”, and click on the **Next** button.
- d. During the process of the installation, a message “Windows can’t verify the

publisher of this driver software” might be prompted. Please ignore it, and click on **Install this driver software anyway** to continue the installation without any misgiving at your scanner functioning.

6. When the system completes the installation, click on the **Finish** button.
7. Follow the on-screen instructions to install all software that your new USB scanner requires.
8. After the software is installed, close all open applications and click on the **Finish** button to restart your computer.



Information

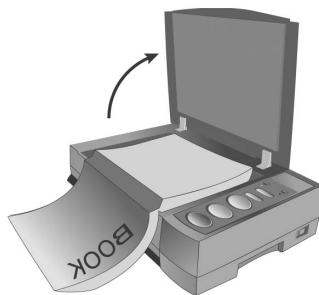
If the scanner installation is not started and displayed automatically on the screen, click **Start**, select **Run** and type in **D:\Install** (where D: is the drive letter assigned to the CD-ROM drive of your computer.)

Step 4. Testing the Scanner

The following test procedure checks to see if the scanner is properly functioning with your computer and the scanning software. Before testing your scanner, double check to make sure that all connections are securely fastened.

To properly test your scanner, please perform the following steps:

1. Open the scanner's document cover and place a book, head toward the scanner button panel, on the scanner glass.



2. Gently close the document cover.
3. Press the [Book Pilot] button on your scanner.
4. If the image with DigiBook Window shows up, your scanner is working properly.

Software Setup Troubleshooting

Carefully review the steps outlined in this guide and the Quick Guide that accompanied your scanner.

If you are still having problems, please check that:

- You have 800MB of free space on your hard disk drive.
- The scanner is plugged in and has power.
- You are using the USB cable supplied with the scanner.
- The square end of the USB cable is plugged into the rear of the scanner.
- The rectangular end of the USB cable is plugged into the back of your computer.

If you deviated from the installation procedures defined in this manual, please unplug the USB cable from the scanner and reinstall the software from the CD-ROM. To reinstall your scanner's software, click **Start, Run**, then type **D:\Install** (where D represents the letter of your CD-ROM drive). Carefully follow all the installation instructions presented in the Setup Wizard. Reboot your computer when prompted, and plug the USB cable back into the scanner while your computer is still turned on.

Installing Additional Software

Your scanner is TWAIN compliant and functions with virtually all available TWAIN compatible software. If you purchase additional software to be used with your scanner, please make sure that it conforms to the TWAIN standard.

Chapter II. Usage and Maintenance

Operating the Scanner

There are two different ways to operate the scanner:

1. From within an image-editing program that can acquire images from the scanner.
2. By using the Action Express program that is automatically installed as your scanner software.

Your scanner needs to be driven by some type of software program. Since all documents or images (whether text or pictures) that are acquired from the scanner are treated by your computer as images, most scanning will probably be done from an image-editing program where you can view, edit, save and output the scanned images. An image-editing program has been bundled with your scanner on the included Setup/Application CD-ROM. It will allow you to alter and correct any scanned images by using a variety of filters, tools and effects.

What about scanning text documents and editing them in a word processor? This is the role of Optical Character Recognition (OCR) software. OCR software converts the image files that are created from scanning text documents into text files that can be viewed, edited and saved by word processors. An OCR program has also been bundled on the included Setup/Application CD-ROM, and if you wish to use the scanner in this way you should install the OCR software that is included.


Action Express is a program that allows you to conveniently scan images and text without the need to work directly within any image-editing application (i.e. NewSoft Presto! PageManager). Action Express also includes features to allow you to use your scanner as a copy machine⁶ and to scan documents or photos for e-mail.

DigiBook is a carefully designed tool that allows you to efficiently scan images or text to electronic files as easy as making copies on a copy machine. Furthermore, you can scan consecutive pages on a book without worrying about the page direction.

Scan the Image(s)

The following describes how you may use our bundled image-editing application Presto! ImageFolio to perform your first scan. When you get familiar with the scanning, you may alternatively use other TWAIN compatible scanning program or image-editing application to do your scanning projects.

⁶ A printer is required for the copy function.

1. Open the document cover and place your book on the scanner glass. Align the book with the  mark on the scanner housing.
2. Gently close the Cover.



Information

When you're scanning a thick book, gently press the book binding to guarantee the minimum space between the to-be-scanned page and the scanner glass.

Note: When the document cover is not closed, please don't look directly at the scanner lamp during scanning.

3. From Windows [Start] menu, point to [Programs] | [NewSoft] | [Presto! ImageFolio] to launch NewSoft Presto! ImageFolio.
4. Within Presto! ImageFolio, click on [File] | [Acquire] | [Acquire].



Attention

If you have more than one scanner or other imaging devices installed on your computer, you need to set this scanner as the default scanning source before you acquire TWAIN program.

1. In NewSoft Presto! ImageFolio, from [File] menu choose [Select Source].
 2. On the pop-up window of Select Source, choose this scanner and click on [Select] to set this scanner as the default scanning source.
-

5. The TWAIN interface (Auto Mode) shows up.
6. Click on the [Open the Auto Scan Control Panel] button if you want to adjust resolution. Click on [Close] to save the settings and return to the TWAIN interface (Auto Scan).
7. Click on the [Auto Scan] button. The IDEAS Technology (Intelligent Detection & Easy Scan Technology) will scan the images automatically with optimal settings and send the scanned images to NewSoft Presto! ImageFolio.



Information

The default mode for TWAIN interface is Auto Mode, but you can also click on [Switch to Advanced Mode] to tailor scanning settings with details. Please refer to the TWAIN on-line help for further information.

Scanner Buttons

Your scanner is equipped with function buttons designed to make your scanning experience more convenient and efficient. Under Book Function, the buttons perform Book Pilot, Preview, Color Scan, Grayscale Scan and Text Scan. Under Paper Function, the buttons perform Copy, Custom, E-mail, OCR and Scan.

Paper Function



There are three modes you can choose from to connect with your buttons of Paper function:

Auto Mode: The IDEAS Technology will scan the images automatically with optimal settings and send the scanned image to the post processing software. This mode offers you the most effortless scanning.

EZ Mode: If you have various scanning jobs with the same setting, this mode is recommended to achieve the efficiency.

Advanced Mode: If you want to control and tailor each scan closely matching your own needs, this mode with many available choices is recommended.

You can change the default Auto Mode by following the step-by-step procedure:

1. Right click the Action Express icon  on the Windows system tray.
2. Choose **Button Configuration** from the pop-up menu.
Or, if you have opened the Action Express interface by right clicking the Action Express icon  and selecting **Action Express**, just click the **Button Configuration** button on the Action Express interface.
3. On the left hand side of Button Configuration window, select the button you want to set up.
4. Check EZ mode or Advanced Mode.
5. Click **OK** or **Apply**.

For further information about using **Action Express**, please refer to the on-line help by either way:




Information

1. Clicking the Help button when you are using the program.
 2. Pointing to **Program | (your scanner model name)** from Windows **Start** menu, and selecting **Action Express Help**.
-

Defining The Custom Button

The users may turn the Custom button on the scanner panel into a multifunction assistant by defining it as other function that is included in the Action Express. Once the Custom button is defined, the selected function will be launched with one press on the button.

The following describes how to define your Custom button by using Button Manager in Action Express.

1. Right click the Action Express icon  on the Windows system tray and select **Button Manager** from the pop-up menu.
2. The Button Manager window will pop up.
3. Click the up and down arrows to select the Custom button.
4. Choose a desired function from the drop-down list of **Select the button function**.
5. Click **OK** to apply the setting.
6. Once you press the [Custom] button on the scanner, the defined function will be launched.



Attention

- The [Custom] button can function with the default setting “Scan”, even though you didn’t define the function by using Button Manager beforehand.
 - To use the buttons, ensure you have installed the relevant software (e.g., the printer driver is required for using the copy function) beforehand.
-

DigiBook

DigiBook, a special designed program, helps you make the book scanning experience simple and efficient. With prior settings within the DigiBook, turning books into electronic files is as easy as making copies on a copy machine. All you need to do is turn the book pages and then press one of the three scan buttons on the scanner panel. As well, we’ll describe some settings in DigiBook interface for you to familiar with the operation further.

Book Function

Press one-touch Book button to make sure the book function has been activated:

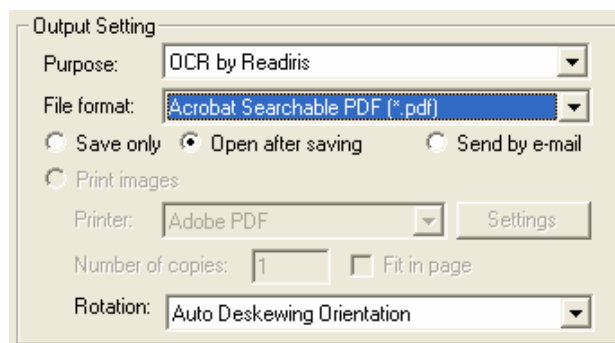
1. Get your book ready to scan later.
2. Press the **Book** function button on the scanner panel. Make sure the triangle LED is illuminated.
3. Press **Book Pilot** button on the scanner panel to launch DigiBook window.
4. The DigiBook will preview the image automatically.

Using DigiBook

Users can configure the desired settings from the opened DigiBook window. Meanwhile, you can preview the scanning result from the DigiBook window, and configure the settings time after time until you feel satisfied. After configuration, you just press any of the three button to scan.

Configuration and Scan

1. According to your need, select the **Save as Image** or **OCR by Readiris** from the **Purpose** drop-down menu in Output Setting section.



The Readiris option is only available for advanced scanner model.

Information

2. Select a destination file type from the **File Format** drop-down menu.
3. Select **Open after saving** to review the result, **Save only** to save the result, **Send by e-mail** to send out the result as attachment, or **Print images** to print out the result.

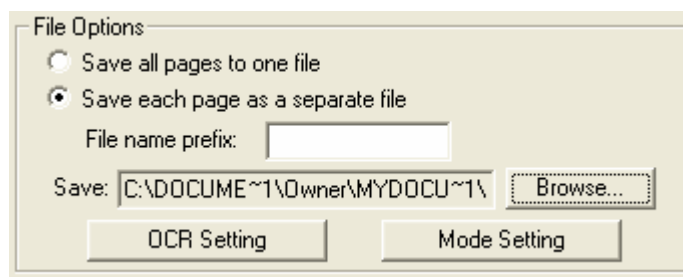
Note: If you select **Microsoft Word** or **HTML** from the File Format, **Send by e-mail** and **Print Images** will be disabled; if you select **Acrobat Searchable PDF**, **Acrobat PDF Image** or **Rich Text Format**, **Print Images** will be disabled.



Information

When scanning continuous pages, according to the page direction at the first scan, select a rotation way from the Rotation pull-down list. The orientation can be changed at any time during scanning.

- Click the **Browse** button in the **File Options** section for a destination folder and enter the **File name prefix** to save the result.




- Select **Save all pages to one file** or **Save each page as a separate file** according to your scanning needs. (Note: Only OCR by Readiris selected, will **Save all pages to one file** be enabled)
- Click **OCR Setting** and/or **Mode Setting** button to shape more settings for better-recognized result. (Note: Only OCR by Readiris selected, will **OCR Setting** be enabled).
- Adjust the scan frame on the preview image to set a desired scan area.
- Click the **Preview** button to check whether the preview image is OK or not. You can check the different effects of the scanned image in **Color**, **Grayscale** and **Text** preview modes by checking the options under the preview image.
- If you preview image(s) is satisfactory, please skip to step 11. If you preview image(s) is not satisfactory, please go back to step 6.
- If you want to recheck the image, click on the Preview button and go back to step 2.




Information

When you scan consecutive pages (e.g. book, magazine, brochure), you don't have to configure scanning settings for each page. However, all scanning settings restore to their default settings when you close and launch the DigiBook program again.

- Adjust your book to the same position as the preview image on the scanner glass.
- Press the **Color Scan**, **Grayscale Scan** or **Text Scan** button on the scanner panel, and then the image shows up on the DigiBook window.
- If the scanned image is satisfactory, turn your book to the next page and press the **Color Scan**, **Grayscale Scan** or **Text Scan** button to continue scanning the next page. If it's not satisfactory, click  to delete the image, adjust the position of the to-be-scanned page again and go back to step 11.



Information

If you have the Rotation function turned on, the consecutive pages will be automatically rotated 180° on even or add scans, hence, if you get an upside down image shown after scanning, just click the  button to delete the current scanned image and redo the scanning to get another image with correct direction.

Transfer and Close

If you select OCR by Readiris from the Purpose drop-down menu:

One of these file format: Acrobat PDF Image (*.pdf), Microsoft Word (*.doc), Rich Text Format (*.rtf) and HTML (*.htm) will be selected. Please follow the steps as below:

1. Click the **Transfer** button to start the transfer processing.



Information

For example, when you have “Acrobat PDF Image (*.pdf)” selected from the File Format drop-down menu, the scanned image(s) will be sent to bundled software for recognition and conversion.

2. After the transfer processing, the transferred result will be saved, opened in an editing software or sent to email program or your printer, according to the configuration you have made in the Output Setting section.

If you select Save as Image from the Purpose drop-down menu:

One of these file format: *.bmp, *.jpg, and *.tif will be selected. Since the programs can save the image files to your hard disk automatically, you don't need click Transfer button to convert the image(s), and skip to step 3 directly after you finished scan.

3. Click the **Close** button to exit the DigiBook program.



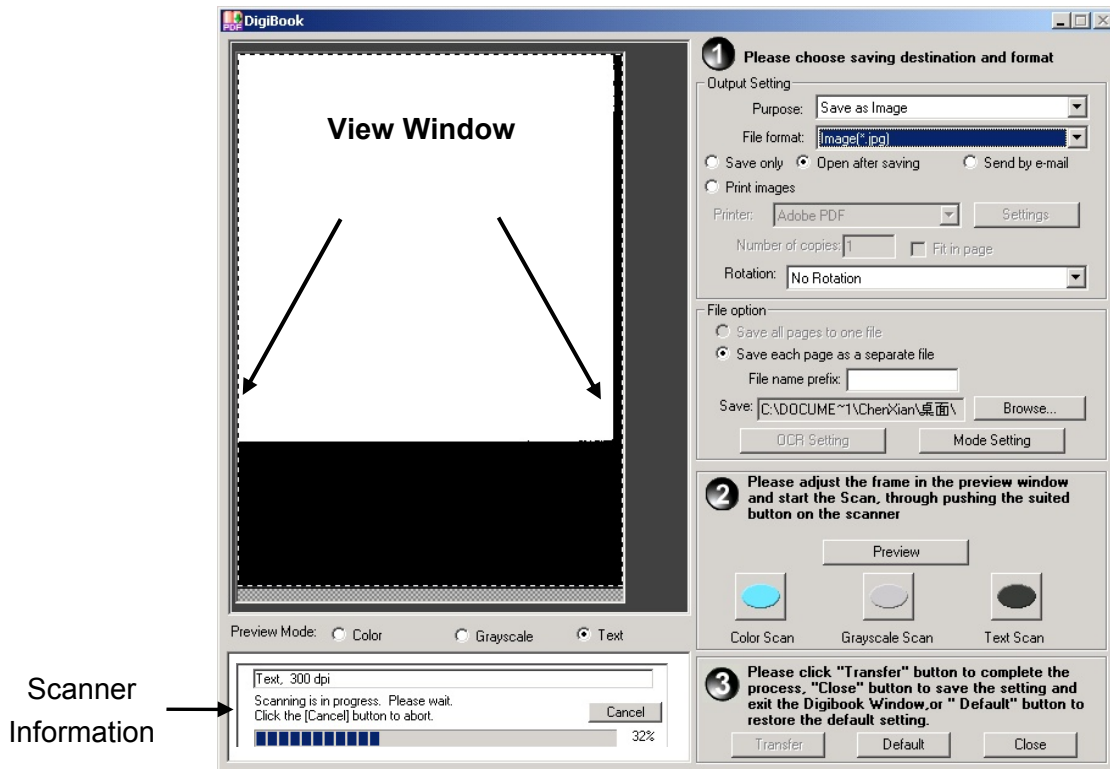
Information

Closing the DigiBook window won't end the other scanner programs. If you need to use the DigiBook program again, you may right click the icon on the system tray or click “Start” > “Programs” > “(your scanner model name)” > “DigiBook” to launch the DigiBook program, or click the DigiBook icon on the desktop to launch DigiBook program.



DigiBook Interface

The DigiBook program is a very important piece of software that comes with your scanner. This program acts as an interface between the scanner hardware and the image-editing software you are using to view and edit images. The DigiBook program allows you to adjust a number of settings to define the quality of the scanned image.

As the following picture shows, the DigiBook interface could be divided into two parts. The left includes a view window where shows images, with a white area below where indicates the scan information; the right pane of the interface provides scanning settings, such as Output Setting, File Option, OCR Setting, and Mode Setting, for achieving the best scan or transferred result.



View Window

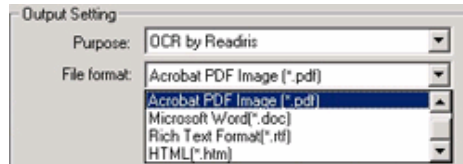
Both previewed and scanned images will be displayed here. With a preview view, there are three preview modes users can choose from: Color, Grayscale and Text. To click any of these three buttons will switch the preview image between different modes, allowing you to decide if current scan settings are appropriate or need adjustments. On the other hand, with a scanned view, the button  shows up on the upper right corner of the view window. By clicking this button , you can delete the scanned images not satisfactory.

Scan Information

Below the view window displays a bar showing the scan status while processing jobs. While you're scanning the image, the scan mode and the resolution will be listed. When the scan is over, the information on scan mode, resolution, file size and destination folder will be provided here.

Output Setting

File Format: stands for file style you prefer the scanned image(s) to be after transfer processing, and is supported by the software you have installed in your system. Such as:



Information

Some of the options in the OCR Setting window could be enabled according to the file format you selected. For example, if select “Acrobat Searchable PDF”, just Deskew page and Create bookmarks will be enable.

Save only: save the result to the pointed file path only with specified file name prefix.

Open after saving: save the result to the pointed file path and open with relevant supporting software.

Send by e-mail: send the result to a MAPI-based e-mail program as attachment.

Note: If you like to change to the MAPI-based E-mail system, please go to **IE>Tools>Internet Options...>Programs** tab>**E-mail** drop-down menu to choose destination E-mail program.

Print images: send the scan result to the printer for printing.



Information

When you have “Print images” selected, you are allowed to set the printer property by clicking the “Settings” button at the far right end of the Printer option, set the “Number of copies”, and check “Fit in page” option to print the image scale to page.

Rotation: helps you preset the rotation direction according to your original since you’ll get up-side-down images every other page when you scan consecutive pages in a book. Depending on the direction of your original for the first scan (as illustrated below), you have different options to choose from the pull down list.



When the top of the page of the scan is facing the scanner button, select **Rotate 180° on even scans**. Then you’ll get all the images with accurate direction.



When the bottom of the page of the first scan is facing the scanner button, select **Rotate 180° on odd scans**. Then you’ll get all the images with accurate direction.



Information

If you have chosen the OCR by Readiris from Purpose menu, the **Rotation** function will be applied automatically.

File Options

Save all pages to one file: save all of the transferred results into single file as the file format you have defined in the Output Setting section, and the scanned images won't be saved after transfer processing.

Save each page as a separate file: save each result will be saved separately into different file with the same file name prefix for your better document management later.

File name prefix: is saved as the name of your scanned image. For example, you name the images for one book with the file name "NY", then your images will be issued from NY0001, NY0002, NY0003...



Information

While scanning various pages or pictures, you can change the settings above when you finish one scan since the new settings will be applied to the next scan as soon as you reselect the options, which provides an efficient way to manage the scanned images as a photo album. For example, you can organize different sections of that book by changing the file name prefix to NY(a), NY(b)...under the same folder.

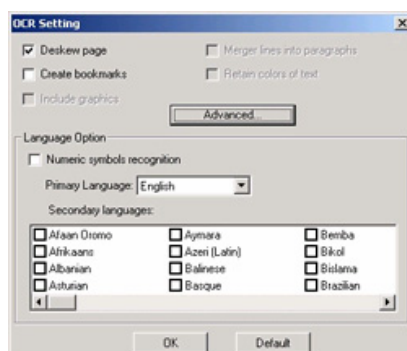


Warning

File name prefix is useful for managing scan result. You must define a File name prefix before scanning, or the SCAN task won't be executed.

Save: click the **Browse** button to locate a destination folder for the scan or transfer results, and the file path will be shown in the Save section.

OCR Setting: all settings in this window may increase the accuracy of recognition and conversion, but some functions may reasonably require more time for their respective processing.



- **Deskew page:** if this checkbox is ticked, the DigiBook program will automatically straighten the skewed page(s) after scan.
- **Create bookmarks:** may create bookmarks for text windows, graphics and tables in Adobe Acrobat PDF files.
- **Retain colors of text:** may maintain the original colors of the text across the recognition.
- **Include graphics:** may include graphics in “autoformatted” text files. If this option is enabled, the **Advanced** button provides more graphics settings.
- **Merge lines into paragraphs:** enables the automatic paragraph detection. (This option is unavailable for Adobe Acrobat files: PDF files always store text line by line.)

Language Option

In the Language Option section, you may turn on the “Numeric symbols recognition” function to scan tables with no texts or select an appropriate “Primary Language” for the originals.

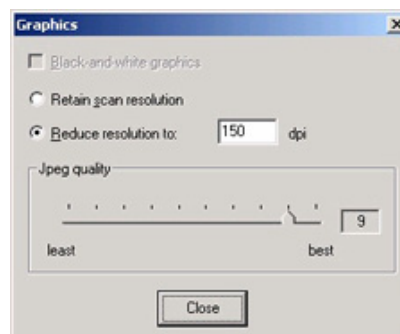
Numeric symbols recognition: Tick this function to recognize tables of figures which contain no text. When you limit recognition to the numeric character set, the symbols “0” to “9”, “+”, “*”, “/”, “%”, “”, “.”, “(”, “)”, “-”, “=”, “\$”, “£”, “¥” and the “€” will be recognized.

Primary Language: This option allows you to set an appropriate primary language for the document recognition. Those language options cover all American and European languages.

Secondary Language: You may select up to 4 secondary languages to support the primary language you have selected. The secondary languages have to be the same language group with the primary language.

Note: For more information about the supported languages recognition, please refer to relevant description in the Readiris on line help.

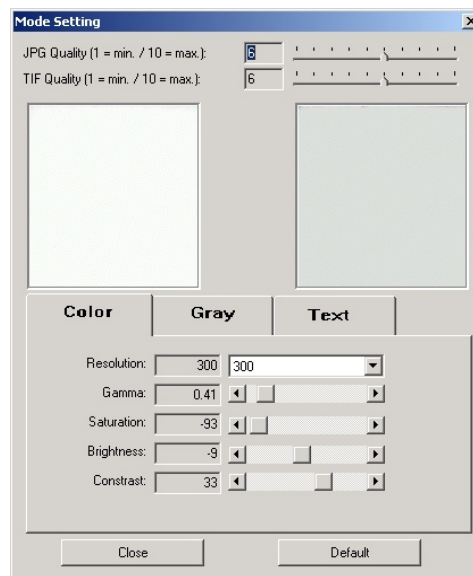
Advanced:



- **Black and white graphics:** convert the colors or gray graphics into black and white graphics.

- Retain scan resolution: use the resolution you have set for scanning the originals.
- Reduce resolution to: reduce the resolution of the graphics included in the originals to a pointed value, but won't reduce that of the texts.

Mode Setting: you may adjust settings as desired in the coming out window that opens instantly. The images of old and new settings are displayed above to help you decide appropriate scan settings.



- **JPG Quality:** reduces the file size of an image by discarding some of the non-critical data of the image. You may compress the image by adjusting the image quality. The higher the quality setting, the more detail is preserved, but a larger file size it would take. The balance of image quality and file size needs to be determined according to your own needs.
Note: Only JPG file format is chosen, will JPG quality be valid for Gray and Color mode.
- **TIF Quality:** when you choose to use the TIF file format, the "image compression" could be either applied or not applied to achieve different image quality. By adjusting "Image Compression", you can define the output image quality. The higher the quality setting, the more detail is preserved, but a larger file size it would take. The balance of image quality and file size needs to be determined according to your own needs.
Note: TIF quality is valid only for Gray and Color mode. When TIF file format is chosen, Text mode will use G4 compress automatically.
- **Resolution:** is measured in dots per inch (dpi). The higher the resolution, the more detailed the image and the more memory and drive space the image will use. You can choose a desired resolution from the drop-down menu, or click Custom and enter a value in the edit box. To conserve computer memory and still receive good image quality, we recommend the following settings.

Document to be scanned	Resolution
Text (for printing)	300
Text (for faxing)	200
Text (for OCR)	300
Black and white or gray image	150
Color image or photo	100

- **Gamma:** use the slider to adjust the image gamma for the scanned image. Gamma values are primarily a measure for the color brightness. The larger the gamma value, the brighter the color becomes.
- **Saturation:** refer to the intensity of a specific hue. The higher the saturation, the more vivid the color shows. The lower the saturation, the more muted the color shows.
- **Brightness:** is the amount of light that is concentrated onto a document while it is being scanned. Raising the brightness increases the amount of white in an image, making it appear more washed out. Lowering the brightness may help you read light or faint text.
- **Contrast:** the higher the contrast chose, the sharper the image. The lower the contrast, the more blurry an image will be.
- **Default:** By clicking on this button, you can make all the settings back to the default value.

Preview


By clicking on this button, you can prescan your book, which allows you to adjust the scan area and gives you a rough idea of what the scanned image will look like before you scan.



Status Indicator

The green Power LED indicator indicates the status of the scanner, as described below:

Light	Status
On	The scanner is connected with the computer, ready to scan images.
Off	The scanner is off, either because of disconnection with the computer, or because the computer being turned off.

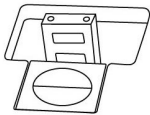
Scanner Connection

The first step to take when troubleshooting connection problems with your scanner is to check all physical connections. The Action Express icon , located on the Windows system tray, indicates if the scanner software is properly launched and the scanner and computer are communicating with each other.

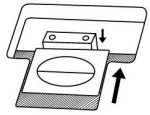
Appearance	Status
	The program has been successfully launched and the scanner is connected with the computer, ready to scan mages.
	The scanner is not connected with the computer. Or, the scanner power is not switched on.
No Display	You have chosen to terminate the program, no matter the scanner is connected or disconnected with the computer.

Scanner Lock

Your scanner is designed with three different lock statuses to protect the optical parts. To ensure the scanner working properly, you have to choose an appropriate lock status according to the situation.



Auto Lock is for scanning on a smooth surface. The scanner will be locked automatically when the lock head is not pushed in. This lock status is recommended for general use.

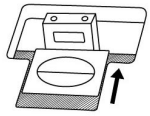


Always unlock is for scanning on a surface that is not firm, unstable or too soft. Furthermore, if you place your scanner on a long-term position, you can also keep your scanner lock in this status.



Warning

If you use this lock status, ensure to relock the scanner before any movement to prevent damage of your scanner.



Always lock can hold the scanning head in place during transportation and traveling. The scanner will be kept in disable status.

Usage & Maintenance Tips



To keep your scanner working smoothly, take a moment to review the following usage & maintenance tips.

- Avoid using the scanner in a dusty environment. Dust particles and other foreign objects may damage the unit.
- Do not subject the scanner to excessive vibration. It may damage the internal components.
- Clean the scanner glass by lightly spraying a non-abrasive glass cleaner onto a soft lint-free cloth. Then, wipe the glass thoroughly with the cloth. **DO NOT SPRAY CLEANER DIRECTLY ONTO THE SCANNER GLASS.** Excess liquid residue may fog or damage the scanner.
- Your scanner operates best in temperatures between 10° C and 40° C (50° F to 104° F).

Appendix A: Specifications⁷

Hardware Specifications	
Physical dimensions	453 x 285 x 105 mm (17.83" x 11.22" x 4.13")
Weight	3.96 Kgs (8.7Lbs)
Operating Temperature	10° C to 40° C (50° F to 104° F)
Scan Area	Maximum 216 mm x 297 mm (8.5" x 11.69") Minimum 12.7 x 12.7 mm (0.5" x 0.5")
Scan Modes	Color: Input 48-bit; Output 24/48-bit Grayscale: Input 16-bit; Output 8/16-bit Black & White: 1-bit
Resolution	Optical Resolution: 1200 dpi Max. Hardware Resolution: 1200 dpi (main scan) x 2400 dpi (sub scan) Max. Interpolated Resolution: 24000 dpi
Scanning Materials	Reflective color or black-and-white originals
Protocols	TWAIN Compliant
Interface	USB 2.0 High Speed
Lamp type	Cold Cathode Lamp
Power adapter	Power Output DC 15V, 1A
Power Consumption	Operation: 15 watts maximum Idle: 4.3 watts
Safety	FCC Class B, CE, C-Tick, VCCI, BSMI UL/Cul, TUV
Environment Requirement	RoHS/WEEE

⁷ Hardware specifications may change at any time without prior notice.

Appendix B: Customer Service and Warranty

If you encounter problems with your scanner, please review the installation instructions and troubleshooting suggestions contained in this guide.

For further assistance call our customer support phone number listed on the last page of this guide. One of our representatives will be happy to assist you from Monday through Friday in office working hours as shown below:

Europe	9:00 a.m. – 5:30 p.m. (CET)
Other Countries or Areas	9:00 a.m. – 6:00 p.m. Taiwan Time

To avoid delays, please have the following information available before calling:

- Scanner name and model number
- Scanner serial number (Located at the bottom of the scanner)
- A detailed description of the problem
- Your computer manufacturer and its model number
- The speed of your CPU (Pentium 133, etc.)
- Your current operating system and BIOS (optional)
- Name of software package(s), version or release number and manufacturer of the software
- Other USB devices installed

Statement of Limited Warranty

This Statement of Limited Warranty applies only to the options you originally purchase for your use, and not for resale, from an authorized reseller.

The manufacturer warranty includes all parts and labor, and is not valid without the receipt of original purchase. To obtain warranty service, you may contact the authorized dealer or distributor, or visit our website to check out the available service information, or send a request via E-mail for further help.

If you transfer this product to another user, warranty service is available to that user for the remainder of the warranty period. You should give your proof of purchase and this statement to that user.

We warrant that this machine will be in good working order and will conform to its functional descriptions in the documentation provided. Upon provision of proof of purchase, replacement parts assume the remaining warranty of the parts they replace.

Before presenting this product for warranty service, you must remove all programmes, data and removable storage media. Products returned without guides and software will be replaced without guides and software.

This Limited Warranty service does not provide for carry-in exchange when the problem results from accident, disaster, vandalism, misuse, abuse, unsuitable

environment, program modification, another machine or non-vendor modification for this product.

If this product is an optional feature, this Limited Warranty applies only when the feature is used in a machine for which it was designed.

If you have any questions about your Limited Warranty, contact the approved retailer from whom you bought the product or the manufacturer.

THIS LIMITED WARRANTY REPLACES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. HOWEVER, SOME LAWS DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES. IF THESE LAWS APPLY, THEN ALL EXPRESS AND IMPLIED WARRANTIES ARE LIMITED IN DURATION TO THE WARRANTY PERIOD. NO OTHER WARRANTIES APPLY AFTER THAT PERIOD.

Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply.

Under no circumstances are we liable for any of the following:

1. Third party claims against you for losses or damages.
2. Loss of, or damage to, your records or data; or
3. Economic consequential damages (including lost profits or savings) or incidental damages, even if we are informed of their possibility.

Some jurisdictions do not allow the exclusion or limitations of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

This Limited Warranty gives you specific legal rights, and you may also have other rights that vary from jurisdiction to jurisdiction.

FCC Radio Frequency Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular television reception (which can be determined by turning the equipment off and on), the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.

- Connect the equipment to an outlet on a circuit different from that which the receiver is connected.
- Shielded interconnect cables and shielded power cord which are supplied with this equipment must be employed with this equipment to ensure compliance with the pertinent RF emission limits governing this device.
- Consult the dealer or an experienced radio/TV technician for help if the conditions persist.
- Changes or modifications not expressly approved by the manufacturer or authorized service center could void the user's authority to operate this equipment.

Contacting Plustek

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Visit our website

<http://www.plustek.com/support/support.htm>

for more customer service information.