

PowerScan 2000 Microfilm Scanning Workstations

1. Insert your media so that it can be viewed on the computer monitor.

Note: The PowerScan 2000 is able to read microfilm, microfiche and micro-opaque.

2. Using the power switch in the rear of the scanner, turn on the scanner.



PowerScan Power Switch

3. Login to adjacent computer and click on the PowerScan2000 icon on the desktop. The software will launch and when the computer discovers the scanner the scanner lamp will turn on.





PowerScan 2000 Icon















4. The PowerScan software uses graphic buttons to control the features of the scanner. If you are unsure what or how a particular button operates, use the Help function to obtain more information. *Note: Mousing-over, without clicking, on a button will reveal a short description of the button's function.*



Help Button

5. Although not a comprehensive list of all the buttons, the following buttons are the most commonly used.

Button	Function	Description
	Film Type	Use to select Positive, negative or opaque.
	Film Orientation	Use to match your scanner to the film image orientation. Horizontal if the image on your film is wider than it is high. Vertical if the image on your film is higher than it is wide.

	Focus	Use the + or - buttons to manually focus the image or AF to auto focus.
	Magnifier	Click the magnifier to open magnifier window and use the arrow to select magnification value.
	Zoom	Use + or – buttons to zoom entire image.
	Rotate Optical	Use the + or - buttons to rotate the image.
	Rotate Digital	Use to rotate the image in increments of 90 degrees.
	Mirror	Use to mirror the image.
	Auto Adjust	Use to automatically set brightness, contrast and crop.
	Brighthness	Use the AB button for auto brightness. Use the + and – buttons to manually adjust brightness.
	Contrast	Use + or – buttons to adjust contrast.
	Scan Resolution	Use to set the scanning resolution.
	Scan Size	Use + or – buttons to to manually re-size the Scanned Image. Click the FIT-TO-PAGE button to automatically re-size the scan to the Fit to Page Size.
	Scan Type	Use to “toggle” between grayscale scanning and halftone scanning. In grayscale, click the check box to “toggle” between enhance on and enhance off .
	Print	Click to print.
	Scan	Click to scan and save to desktop.