

Your ScanPro® uses graphic buttons with customizable text and tool tips to provide a toolbar with controls that make working with microfilm easy, efficient and fun. These button controls are arranged under tabs to keep the number of buttons to an absolute minimum while still providing access to all of the powerful features available on your ScanPro. The tool bar is customizable by the administrator. This guide is meant to get you started. For more information, "mouse over" a button or CLICK the Help button plus any button on the toolbar.

Adj Image

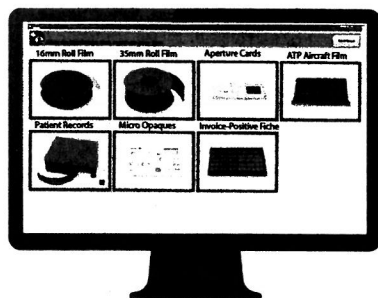
Research

Scan/Print

Setup

The current active TAB is dark gray. CLICK any light gray TAB to make it active and see the button controls that are available for that TAB.

ScanPro 2500, 3500 & i9500 TOOLS



Film Wizard™-Start Screen

CLICK the picture that matches the film that you will be using. This will automatically setup the toolbar and all settings for your scanner using a prestored template. (using the Film Wizard is optional and is determined by the administrator)



Film Wizard-Return to Start Screen

CLICK the button to return to the start screen. This allows you to select another picture to a automatically setup the toolbar and all settings using the matching prestored template.



Fill to Height (or Fill to Width)

CLICK this button to enlarge the image to fill the screen. CLICK again to return to actual size.



Zoom

CLICK the down or up arrows to change the optical zoom magnification (size of the viewed image).



Scan HD

CLICK to save the image within the green crop box to the Hard Drive.



Magnifier

CLICK the magnifier button to open the magnifier window. CLICK and drag the blue magnifier "box" to view target areas.



Focus

CLICK the "-" and "+" buttons to change focus or CLICK AF to automatically focus. The normal scanner mode is auto focus, AF.



Export

CLICK to open the save as menu which will allow you to name your scan, select the desired file format and select the "send to" location.



Brightness

CLICK the AB button to automatically adjust image brightness and contrast or CLICK the down and up buttons to manually change image brightness only.



Film Type

CLICK to select Negative or Positive film image (also selects Micro opaque if that option is present).



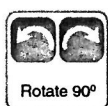
Language

CLICK to open the language pull down menu and select the language to be used for buttons, menus and instructions and the language to be used for OCR.



Contrast

CLICK the down and up buttons to manually change image contrast.



Rotate 90°

CLICK to rotate the image on the screen (each click rotates the image on the view screen 90°).



Restore Settings

CLICK to restore a previously saved setting and toolbar template. This is an alternative to using the Film Wizard.



Manual Straighten

CLICK "-" or "+" to jog the image to a straight position.



Mirror

CLICK to mirror the image on the view screen.



Save Settings

CLICK to save changes that you have made to the current template. (located on the setup menu)



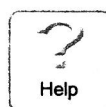
Line Straighten

CLICK the button and then CLICK two points on any straight line on the image. If needed, CLICK Stop to abort.



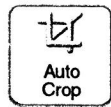
Scan Mode

CLICK to toggle 1. Grey Scale
2. Black and White



Help

CLICK to enable the Help cursor, then CLICK any button for more information. NOTE: The Help button appears on every TAB.



Auto Crop

CLICK to automatically crop the film image (image must have borders to work correctly).



Scan Resolution

CLICK the down arrow to select resolution, 300DPI is recommended.



Setup

CLICK to access the Setup preferences window. The setup button is always on the last TAB.



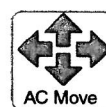
Print

CLICK to send the image within the green Crop Box to the Printer (local or network printer) or to a paper size drawer on a printer.



Word Searchable PDF single page

CLICK to convert any microfilm image to a word searchable PDF single page.



AUTO-Carrier Move

CLICK an Arrow Button to move the AUTO-Carrier in that direction. (associated with optional hardware)