



CanoScan 9000F

Canon

On-screen Manual

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Printing This Manual

Obtaining the Latest ScanGear
(Scanner Driver)



Scanning



Troubleshooting



Using MP Navigator EX



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- ❖ Making fine adjustments to image brightness and color when scanning images
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- ❖ Correcting/enhancing scanned photographs
- ❖ Printing scanned photographs in various ways
- ❖ Sending scanned images via e-mail
- ❖ Searching for lost images

On-screen Manual

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How to Use This Manual

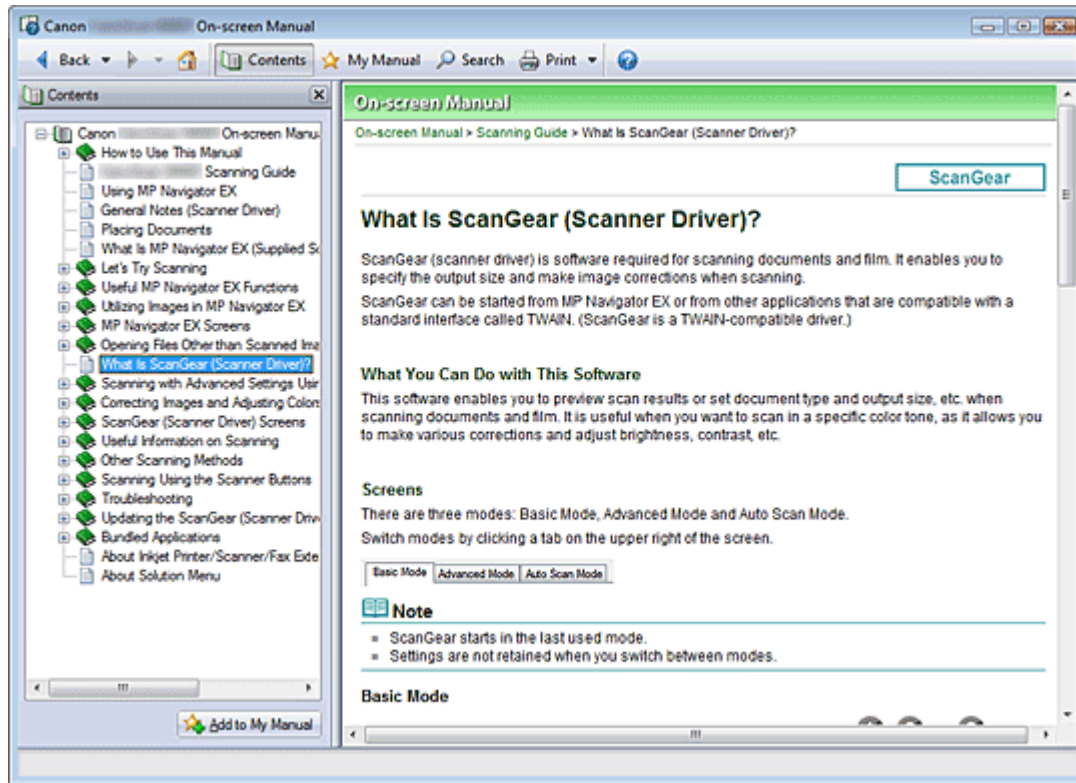
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- ➔ [Operating the Explanation Window](#)
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On-screen Manual

On-screen Manual > How to Use This Manual > Operating the Contents Pane


Operating the Contents Pane



When you click a document title displayed in the contents pane found to the left of the on-screen manual, the documents of that title are displayed in the explanation window on the right side.

When you click  found to the left of , the document titles found in the lower hierarchies are displayed.

Note

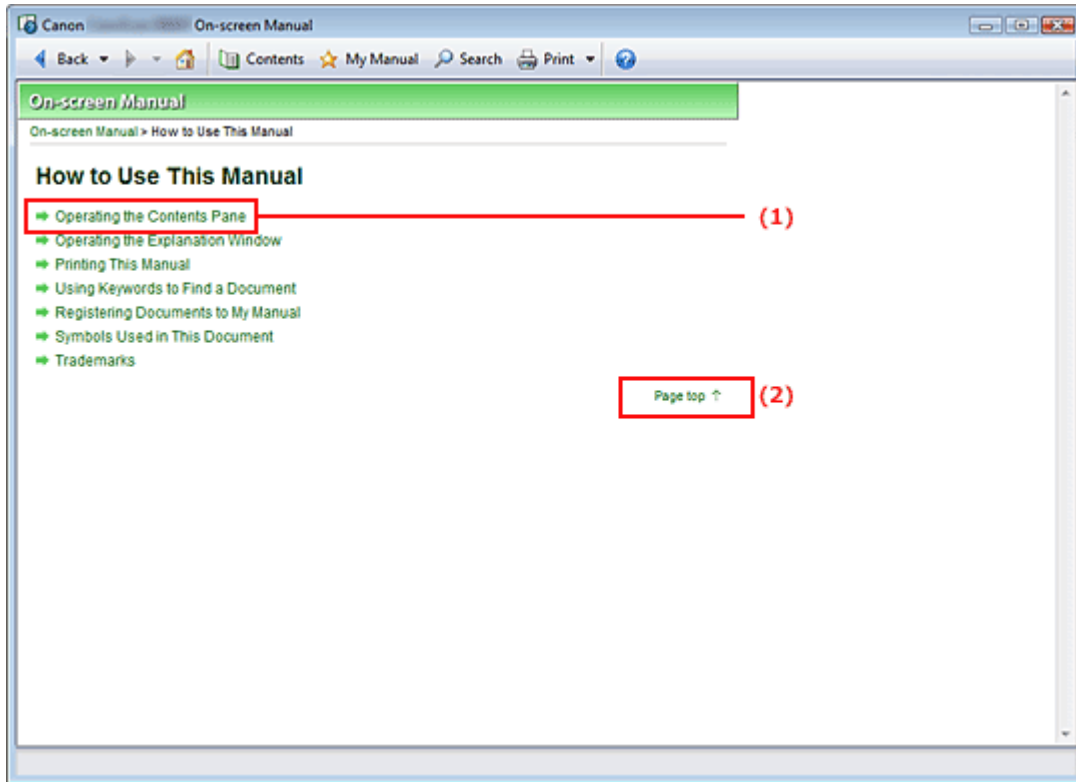
- Click  to close or display the contents pane.

On-screen Manual

On-screen Manual > How to Use This Manual > Operating the Explanation Window

Operating the Explanation Window

Explanation Window



(1) Click the green characters to jump to the corresponding document.

(2) The cursor jumps to the top of this document.

Window Used in Operation Explanation

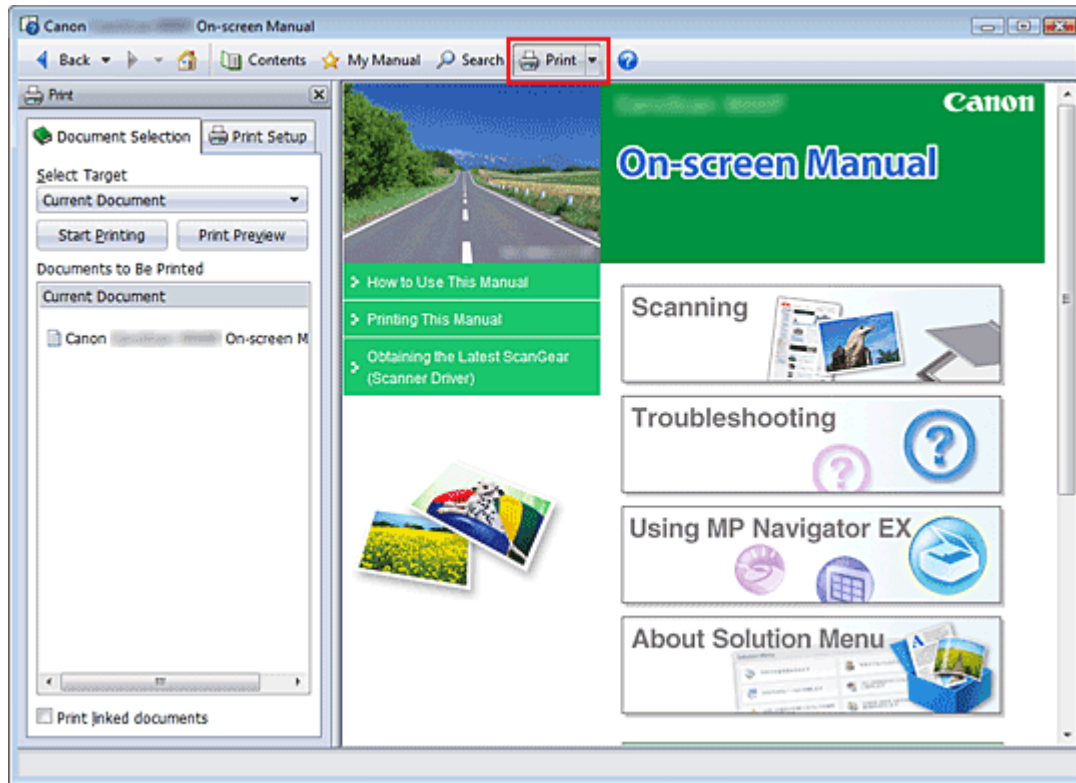
This on-screen manual describes with a window displayed when the Windows Vista operating system (called Windows Vista below) is used.


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On-screen Manual





On-screen Manual > How to Use This Manual > Printing This Manual

Printing This Manual



Click  to display the print pane to the left of the on-screen manual.

Note

- Click  to close or display the print pane.
- When you click  and then click Page Setup, the Page Setup dialog box appears. You can then easily set up the paper to be used for printing.
- Click , and then click Print Settings to display the Print dialog box. When the dialog box is displayed, select the printer to be used for printing. The Print Setup tab also allows you to select the printer to be used.
After selecting the printer to be used, click Properties... to specify the print settings.
- Click , and then click Option Settings to display the Option Settings dialog box. You can then set up the printing operation.
 - Print document title and page number
When this check box is checked, the manual name and the page number are printed in the header (top of the document).
 - Print background color and images
When this check box is checked, the background color and the image are printed. Some images are printed regardless of whether this check box is checked or not.
 - Check number of pages to be printed before printing
When this check box is checked, the Print Page Count Confirmation dialog box is displayed before printing starts. This dialog box allows you to check how many pages will be printed.

On the Document Selection tab, select the method for printing the document. The following four methods of printing are available:

- [Print Current Document](#)
- [Print Selected Documents](#)
- [Print My Manual](#)

- [Print All Documents](#)

Note

- You can select the type to be printed, and then easily specify print settings on the Print Setup tab.
-

Print Current Document

You can print the currently displayed document.

1. From Select Target, select Current Document

The title of the currently displayed document is displayed in the Documents to Be Printed list.

Note

- By selecting Print linked documents, you can also print documents that are linked to the current document. The linked documents are added to the Documents to Be Printed list.
 - Click Print Preview to display and check what the print results will look like before you actually print the document.
-

2. Click Print Setup tab

On the Page Setup tab, select the printer to be used and specify simple print settings, as necessary.

3. Click Start Printing

A message confirming the number of print pages is displayed.

4. Execute print

Confirm the number of pages to be printed, and then click Yes.

The documents that are currently displayed are printed.

Print Selected Documents

You can select and print the documents that you want printed.

1. From Select Target, select Selected Documents

The titles of all documents are displayed in the Documents to Be Printed list.

2. Select the documents to be printed

From the Documents to Be Printed list, select the title check boxes of the documents to be printed.

Note

- When you select the Automatically select documents in lower hierarchies check box, the check boxes of all document titles found in the lower hierarchies are selected.
 - Click Select All to select the check boxes of all document titles.
Click Clear All to clear the check boxes of all document titles.
 - Click Print Preview to display and check what the print results will look like before you actually print the document.
-

3. Click Print Setup tab

On the Page Setup tab, select the printer to be used and specify simple print settings, as necessary.

4. Click Start Printing

A message confirming the number of print pages is displayed.

5. Execute print

Confirm the number of pages to be printed, and then click Yes.

All documents with selected check boxes are printed.

Print My Manual

You can select and print documents registered in My Manual.

For details about My Manual, see " [Registering Documents to My Manual](#) ."

1. From Select Target, select My Manual

The titles of the documents that have been registered to My Manual are displayed in the Documents to Be Printed list.

2. Select the documents to be printed

From the Documents to Be Printed list, select the title check boxes of the documents to be printed.



Note

- Click Select All to select the check boxes of all document titles.
Click Clear All to clear the check boxes of all document titles.
 - Click Print Preview to display and check what the print results will look like before you actually print the document.
-

3. Click Print Setup tab

On the Page Setup tab, select the printer to be used and specify simple print settings, as necessary.

4. Click Start Printing

A message confirming the number of print pages is displayed.

5. Execute print

Confirm the number of pages to be printed, and then click Yes.

All documents with selected check boxes are printed.

Print All Documents

You can print all documents of the on-screen manual.

1. From Select Target, select All Documents

The titles of all documents are displayed in the Documents to Be Printed list, and the check boxes are automatically selected.



Note

- When you uncheck the check box of a document title, that document is not printed.
 - Click Select All to select the check boxes of all document titles.
Click Clear All to clear the check boxes of all document titles.
 - Click Print Preview to display and check what the print results will look like before you actually print the document.
-

2. Click Print Setup tab

On the Page Setup tab, select the printer to be used and specify simple print settings, as necessary.

3. Click Start Printing

A message confirming the number of print pages is displayed.

4. Execute print

Confirm the number of pages to be printed, and then click Yes.

All documents are printed.

Important

- A large amount of paper is necessary to print all documents. Before printing, be sure to check the number of print pages displayed in the Print Page Count Confirmation dialog box.
- The Print Preview dialog box allows you to scale the printing to the paper width or to set the zoom rate. However, if the print data extends outside the paper because of the new zoom rate, that portion of the document will not be printed on the paper.

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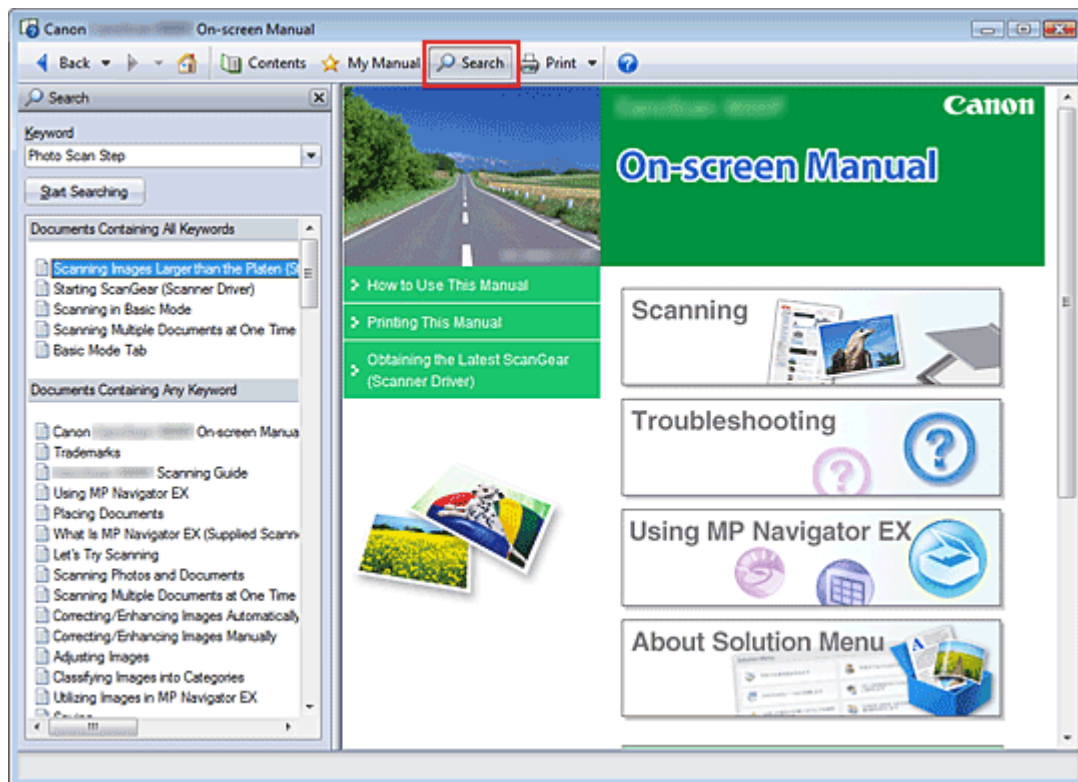
On-screen Manual

On-screen Manual > How to Use This Manual > Using Keywords to Find a Document

Using Keywords to Find a Document

You can enter a keyword to search for a target document.


All documents in the currently displayed on-screen manual are searched.



1. Click

The search pane is displayed to the left of the on-screen manual.

Note

- Click  to close or display the search pane.

2. Enter a keyword

In Keyword, enter a keyword for the item to be checked.

When you want to enter multiple keywords, insert a space between the keywords.

Note

- You can enter up to 10 search keywords or up to 255 characters.
- Uppercase and lowercase are not distinguished.
- The program can also search for keywords that contain spaces.
- A convenient way of quickly finding a document to be read is to enter keywords as described below.
 - To learn how to operate a function you are using:
Enter the menu name displayed on the operation panel of this machine or on the computer (for example, frame erase copy).
 - To find an explanation of the operation for a specific purpose:
Enter function + item to be printed (for example, print calendar).

3. Click Start Searching

The search is started, and the titles of documents containing the keyword are displayed in the search results list.

When you execute a search by entering multiple keywords, the search results are displayed as shown below.

[Documents Containing Perfect Match]

Documents containing the entire search character string (including spaces) exactly as entered (perfect match)

[Documents Containing All Keywords]

Documents containing all keywords that were entered

[Documents Containing Any Keyword]


Documents containing at least one of the keywords that were entered

4. Display the document that you want to read

From the search results list, double-click (or select and press Enter key) the title of the document you want to read.

When the documents of that title are displayed, the keywords found on those documents are highlighted.

Note

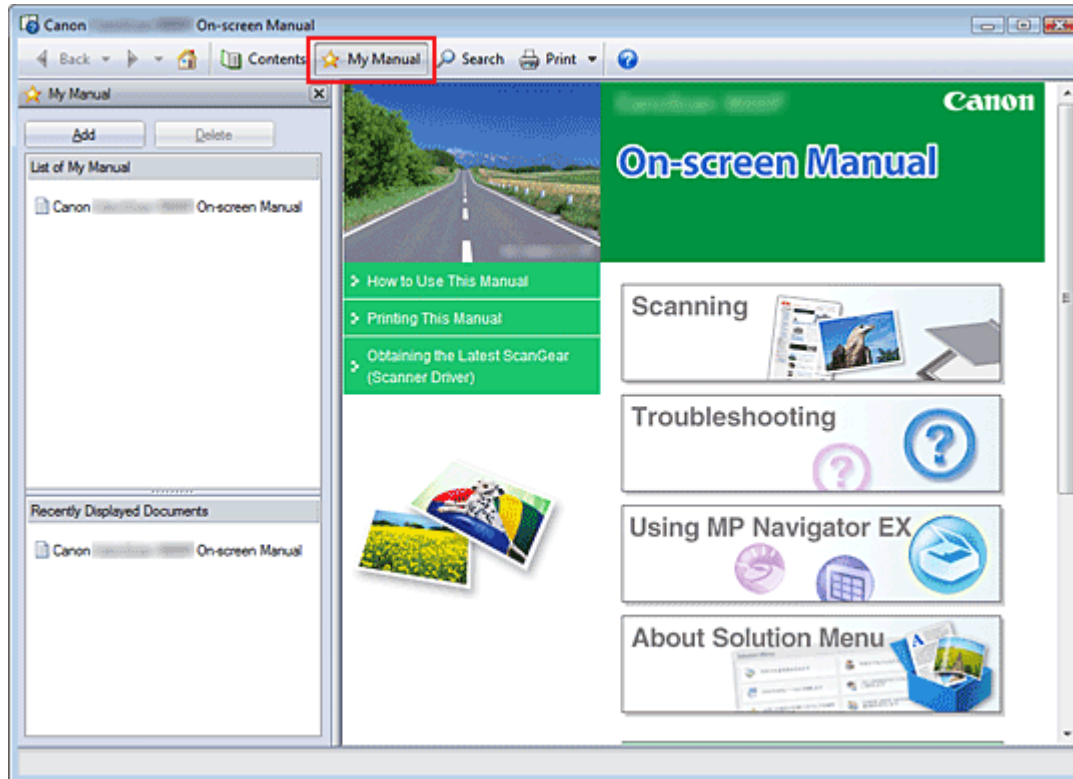
- If you modify the keyword entry and perform multiple searches, a search history remains. To delete the search history, click  located to the right of Keyword, and select Clear History, which is displayed.
-

On-screen Manual

On-screen Manual > How to Use This Manual > Registering Documents to My Manual

Registering Documents to My Manual

Register frequently read documents as My Manual documents so that you can refer to those documents easily at any time.



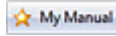
1. Display the document

Display the document to be added to My Manual.

2. Click

The My Manual pane is displayed to the left of the on-screen manual.

Note


- Click  to close or display the My Manual pane.

3. Register the document to My Manual

Click Add.

The title of the currently displayed document is added to List of My Manual.

Note

- You can also add documents to My Manual by the following methods. If you add a document to My Manual, a  mark is displayed in the document icons in the contents pane.
 - From the Recently Displayed Documents list, double-click the document title that you want to add to My Manual (or select the document and press Enter key) to display the title, and then click Add.
 - Right-click the document title displayed in the contents pane or right-click the explanation window, and then select Add to My Manual from the right-click menu.
 - In the contents pane, select the document title that you want to add to My Manual, and then click Add to My Manual at the bottom right of the pane.

4. Display My Manual

When you double-click (or select and press Enter key) a document title displayed in List of My Manual, that document is displayed in the explanation window.

Note

- To delete a document from List of My Manual, select that document title from the list, and then click Delete (or press Delete key).
-

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On-screen Manual

[On-screen Manual](#) > [How to Use This Manual](#) > [Symbols Used in This Document](#)

Symbols Used in This Document

Warning

Instructions that, if ignored, could result in death or serious personal injury caused by incorrect operation of the equipment. These must be observed for safe operation.

Caution

Instructions that, if ignored, could result in personal injury or material damage caused by incorrect operation of the equipment. These must be observed for safe operation.

Important

Instructions including important information.
Be sure to read these indications.

Note

Instructions as notes for operation or additional explanations.

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On-screen Manual

[On-screen Manual](#) > [How to Use This Manual](#) > [Trademarks](#)

Trademarks

- Microsoft is a registered trademark of Microsoft Corporation.
- Windows is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
- Windows Vista is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
- Internet Explorer is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
- Macintosh and Mac are trademarks of Apple Inc., registered in the U.S. and other countries.
- Bonjour is a trademark of Apple Inc., registered in the U.S. and other countries.
- Adobe, Adobe Photoshop, Adobe RGB and Adobe RGB (1998) are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries.

Exif Print

This machine supports Exif Print.

Exif Print is a standard for enhancing the communication between digital cameras and printers. By connecting to an Exif Print-compliant digital camera, the camera's image data at the time of shooting is used and optimized, yielding extremely high quality prints.

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CanoScan 9000F

Scanning Guide



MA-6206-V1.00

General Notes (Scanner Driver)

What Is MP Navigator EX (Supplied Scanner Software)?

Let's Try Scanning

- Starting MP Navigator EX
- Scanning Photos and Documents
- Scanning Film
- Scanning Multiple Documents at One Time
- Scanning Images Larger than the Platen (Stitch Assist)
- Easy Scanning with One-click

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- Correcting/Enhancing Images Manually
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- Searching Images
- Classifying Images into Categories

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- Sending via E-mail
- Editing Files
- Setting Passwords for PDF Files
- Opening/Editing Password-protected PDF Files

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- Scan/Import Documents or Images Tab
- View & Use Images on your Computer Tab
- Custom Scan with One-click Tab
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Scanning with Advanced Settings Using ScanGear (Scanner Driver)

- Starting ScanGear (Scanner Driver)
- Scanning in Basic Mode
- Scanning in Advanced Mode
- Scanning in Auto Scan Mode
- Scanning Film in Advanced Mode
- Scanning Multiple Documents at One Time with ScanGear (Scanner Driver)

Correcting Images and Adjusting Colors with ScanGear (Scanner Driver)

- Correcting Images (Unsharp Mask, Reduce Dust and Scratches, Fading Correction, etc.)
- Adjusting Colors Using a Color Pattern
- Adjusting Saturation and Color Balance
- Adjusting Brightness and Contrast
- Adjusting Histogram
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- Setting Threshold

ScanGear (Scanner Driver) Screens

- Basic Mode Tab
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View & Use Window
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One-click Mode Screen
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PDF Dialog Box
Preferences Dialog Box

Opening Files Other than Scanned Images

Opening Images Saved on a Computer

Scanning Using the Control Panel (Windows XP Only)

Scanning Using the Scanner Buttons

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Scanning Documents and Saving the Scanned Images (AUTO SCAN Button)

Scanning and Saving Documents as PDF Files (PDF Buttons)

Scanning and Printing/Copying Documents (COPY Button)

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Scanner Button Settings via MP Navigator EX

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MP Navigator EX Problems

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Before Installing the ScanGear (Scanner Driver)

Installing the ScanGear (Scanner Driver)

Bundled Applications

ArcSoft PhotoStudio

About Inkjet Printer/Scanner/Fax Extended Survey Program

On-screen Manual

On-screen Manual > Using MP Navigator EX

MP Navigator EX

Using MP Navigator EX

MP Navigator EX is an application that enables you to easily scan photos and documents. It is suitable even for beginners.

Start MP Navigator EX



Click Here: [MP Navigator EX](#)

Note

- See "Let's Try Scanning" for details on how to scan images using MP Navigator EX.

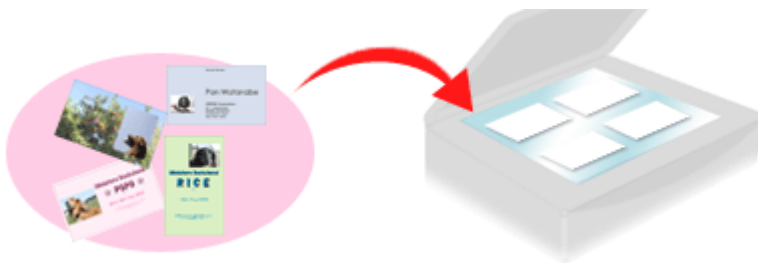
Scan Photos and Documents

You can scan easily by navigating through MP Navigator EX screens. You can also save/print scanned images using MP Navigator EX.



Scan Small Documents at One Time

You can scan multiple small documents (photos, cards, etc.) at one time. It is useful as you do not need to scan multiple times.



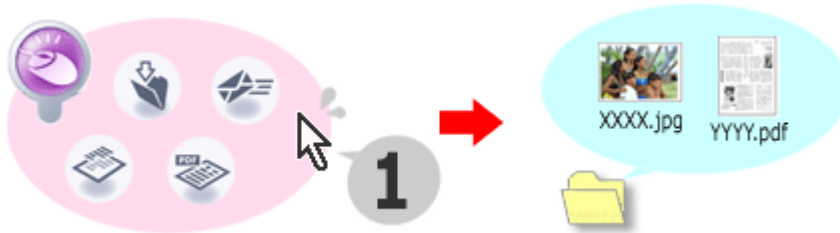
Scan Large Documents

You can easily scan documents that are larger than the Platen using MP Navigator EX. It allows you to scan the left and right halves of a document separately and combine them back into one image.



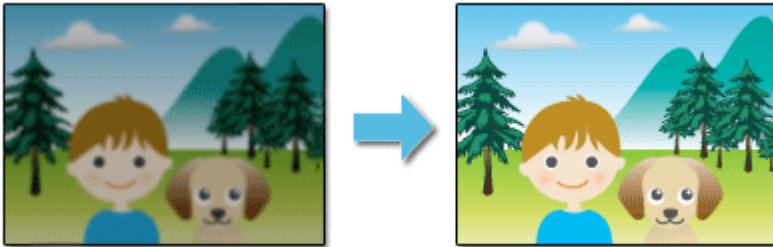
Scan with One-click

In One-click Mode, MP Navigator EX completes from scanning to saving, with a click of an icon. One-click Mode also allows you to scan and save images as PDF files or attach them to e-mail automatically.



Scan and Correct/Enhance Photos

You can easily correct/enhance scanned photos using MP Navigator EX. You do not need to use other applications.



On-screen Manual

On-screen Manual > Scanning Guide > General Notes (Scanner Driver)

General Notes (Scanner Driver)

ScanGear (scanner driver) is subject to the following restrictions. Keep these points in mind when using it.

Scanner Driver Restrictions

- When using the NTFS file system, the TWAIN data source may not be invoked. This is because the TWAIN module cannot be written to the winnt folder for security reasons. Contact the computer's administrator for help.
- Some computers (including laptops) connected to the machine may not resume correctly from standby mode. In that case, restart the computer.
- Do not connect two or more machines or multifunction printers with scanner function to the same computer simultaneously. If multiple scanning devices are connected, you cannot scan from a button on the machine (Scanner Button) and also may experience errors while accessing the devices.
- Use the default display font size of the OS. Otherwise, software screens may not appear correctly.
- Scanning may fail if the computer has resumed from sleep or standby mode. In that case, follow these steps and scan again.
 1. Turn off the machine.
 2. Exit ScanGear, then disconnect the USB cable from the computer and reconnect it.
 3. Turn on the machine.
- ScanGear cannot be opened in multiple applications at the same time. Within an application, ScanGear cannot be opened for the second time when it is already open.
- Be sure to close the ScanGear window before closing the application.
- Make sure that you have adequate disk space available when scanning large images at high resolutions. For example, at least 300 MB of free space is required to scan an A4 document at 600 dpi in full-color.
- Thick documents may not be cropped correctly when scanned. In that case, crop each item individually or crop manually.
- ScanGear and WIA driver cannot be used at the same time.
- Do not enter the computer into sleep or hibernate state during scanning.
- Calibration may take time if the machine is connected via USB 1.1.

Applications with Restrictions on Use

- If you start Media Center included in Windows XP Media Center Edition 2005, you may not be able to scan using a button on the machine (Scanner Button). In that case, restart the computer.
- You cannot scan images with Media Center included in Windows Vista and Windows XP Media Center Edition 2005. Scan with other applications such as MP Navigator EX.
- In some applications, if you select the View scanned images checkbox in the Auto Scan Mode tab of ScanGear, the window displaying the thumbnails of the scanned images may close automatically.
- Some applications may not display the TWAIN user interface. In that case, refer to the application's manual and change the settings accordingly.
- Some applications do not support continuous scanning of multiple documents. In some cases, only the first scanned image is accepted, or multiple images are scanned as one image.
- When scanning platen size images into Microsoft Office 2000/2003 (Word, Excel or PowerPoint) etc., click Custom Insert in the Insert Picture from Scanner or Camera screen. Otherwise, images may

not be scanned correctly.

- When scanning images into Microsoft Office 2007 (such as Word, Excel or PowerPoint), use Microsoft Clip Organizer.
- Images may not be scanned correctly in some applications. In that case, increase the operating system's virtual memory and retry.
- When image size is too large (such as when scanning large images at high resolution), your computer may not respond or the progress bar may remain at 0% depending on the application. In that case, cancel the action (for example by clicking Cancel on the progress bar), then increase the operating system's virtual memory or reduce the image size/resolution and retry. Alternatively, scan the image via MP Navigator EX first, then save and import it into the application.

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On-screen Manual

On-screen Manual > Scanning Guide > Placing Documents

Placing Documents

Learn how to place documents on the machine's Platen. Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly.

Important

- Do not place items that weigh 4.4 lbs (2.0 kg) or more on the Platen. Also, do not press on the document with a force exceeding 4.4lbs (2.0 kg). If you press heavily, the scanner may not work correctly or you might break the glass.
- Close the Document Cover when scanning.
- When scanning documents other than film, make sure that the FAU (Film Adapter Unit) Protective Sheet is attached to the Document Cover. Without the FAU Protective Sheet, the document type may not be detected correctly.

Note

- See "Placing Film" to scan film.

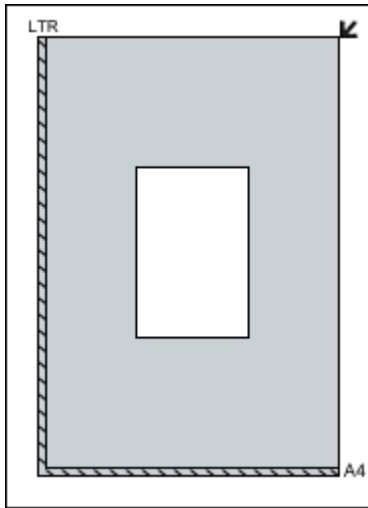
Placing Documents

Place documents as described below to allow the machine to detect the document type or size automatically.

Important

- When scanning by specifying the document type or size in MP Navigator EX or ScanGear (scanner driver), align an upper corner of the document with the corner at the arrow (alignment mark) of the Platen.
- Photos that have been cut to various shapes and documents smaller than 1.18 inches (3 cm) square cannot be cropped accurately when scanning.
- Reflective CD/DVD labels may not be scanned properly.

When Scanning Photos, Postcards, Business Cards or CD/DVD	When Scanning Magazines, Newspapers or Text Documents
<div data-bbox="142 1339 646 1556" data-label="Image"> </div> <p data-bbox="116 1581 418 1608">Placing a Single Document</p> <p data-bbox="116 1621 651 1766">Place the document face-down on the Platen, with 0.39 inches (1 cm) or more space between the edges (diagonally striped area) of the Platen and the document. Portions placed on the diagonally striped area cannot be scanned.</p>	<div data-bbox="766 1339 1143 1556" data-label="Image"> </div> <p data-bbox="680 1575 1219 1719">Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow (alignment mark) of the Platen. Portions placed on the diagonally striped area cannot be scanned.</p>

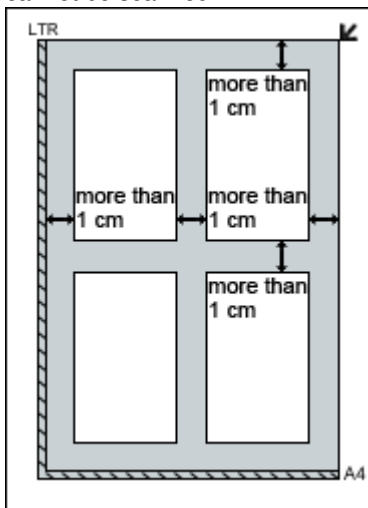


Important

- Large documents (such as A4 size photos) that cannot be placed away from the edges/arrow (alignment mark) of the Platen may be saved as PDF files. To save in a format other than PDF, scan by specifying the file format.

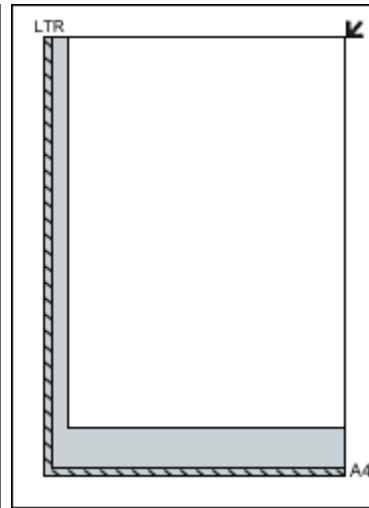
Placing Multiple Documents

Allow 0.39 inches (1 cm) or more space between the edges (diagonally striped area) of the Platen and documents, and between documents. Portions placed on the diagonally striped area cannot be scanned.



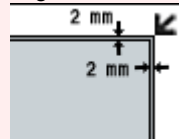
Note

- You can place up to 12 documents.
- Positions of slanted documents (10 degrees or less) are corrected automatically.



Important

- The portion within 2 mm inwards from the alignment mark cannot be scanned.

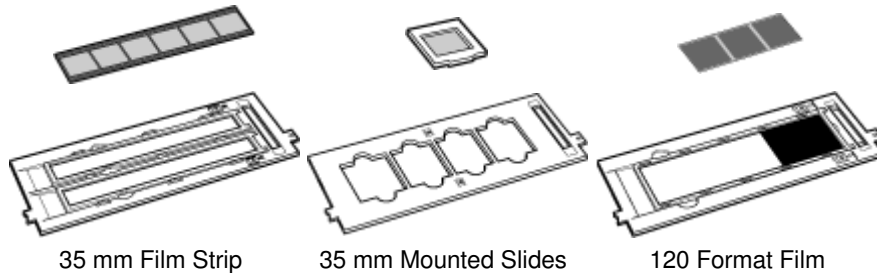


On-screen Manual

On-screen Manual > Scanning Guide > Placing Film

Placing Film

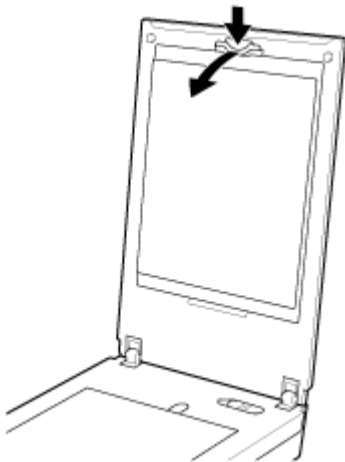
This machine supports 35 mm films (film strips and mounted slides) and 120 Format Films. Prepare the supplied Film Guide and the film you want to scan.



Preparation

Remove the FAU (Film Adapter Unit) Protective Sheet from the Document Cover.

1. Open the Document Cover.
2. While pressing the lever at the top, pull the FAU Protective Sheet forward to remove it.



Important

- Film scanning is not available when the FAU Protective Sheet is attached to the Document Cover.
- Be careful not to lose the removed FAU Protective Sheet. Keep it in a safe place.
- To avoid damaging the light source, be sure to attach the FAU Protective Sheet when not scanning film.

Placing Film

Important

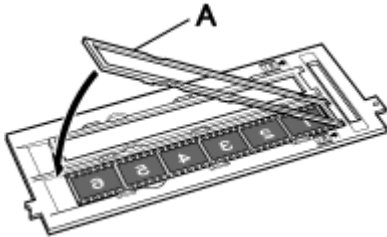
- Hold the film by the edge to avoid smudges and fingerprints.
- Dust on the film or Platen appears in scanned images. Remove dust from the film and Platen.
- Do not block the calibration slot on the Film Guide when scanning. If the slot is blocked, the film cannot be scanned in correct colors.
- A sticker label attached to the margin of the film may be recognized as an image.
- Close the Document Cover gently.

- ➔ 35 mm Film Strips
- ➔ Mounted Slides
- ➔ 120 Format Film Strips

35 mm Film Strips

1. Load the film into the Film Guide.

Open the Film Holder (A) and place the film on the Film Guide, with the front side of the film (the side on which images appear correctly) facing down.

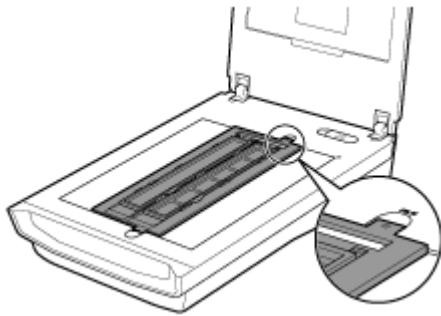


Note

- Make sure that the spaces between frames are aligned with the white lines on the holder.

2. Place the Film Guide on the Platen.

Align the tabs on the Film Guide with the FILM marks on the Platen.



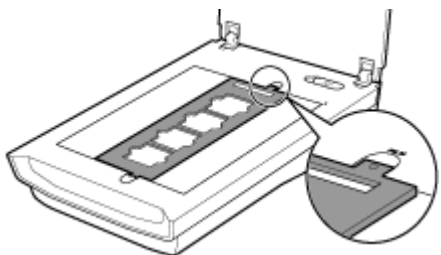
3. Gently close the Document Cover.

Mounted Slides

1. Place the Film Guide on the Platen.

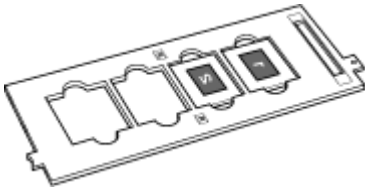
Align the tabs on the Film Guide with the FILM marks on the Platen.

Load the slides so that the film lies flat on the Platen.



2. Load the film into the Film Guide.

Place the film on the Film Guide, with the front side of the film (the side on which images appear correctly) facing down.



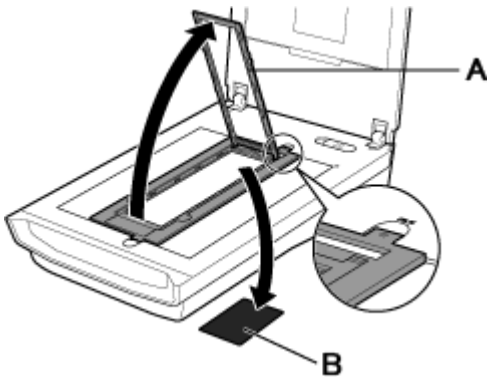
3. Gently close the Document Cover.

120 Format Film Strips

1. Place the Film Guide on the Platen.

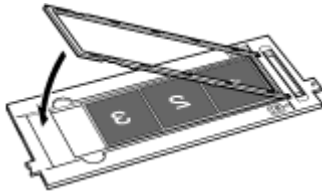
Align the tabs on the Film Guide with the FILM marks on the Platen.

2. Open the Film Holder (A) and remove the Film Retainer Sheet (B).



3. Load the film into the Film Guide.

Load with the front side of the film (the side on which images appear correctly) facing down.



Important

- Make sure that there is no gap between the edge of the film (the side closer to the **F** mark) and the hinge.
- When loading two or more 120 Format Films, allow 0.2 inches (5 mm) between films.

4. Gently close the Document Cover.

When the 120 Format Film is Curled (How to Use the Film Retainer Sheet)

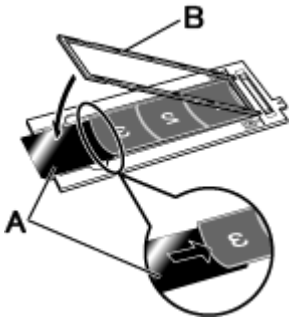
If a curled film touches the Platen while scanning, circular stripe patterns (Newton's rings) may appear in scanned images.

To scan a curled 120 Format Film, flatten it using the supplied Film Retainer Sheet.

Important

- Do not cover the frames you want to scan with the Film Retainer Sheet.
- Place the Film Retainer Sheet so that the glossy side (the side without illustrations) touches the film. Otherwise, it may damage the film.
- Do not rub the film with the Film Retainer Sheet. It may damage the film.

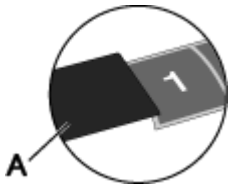
1. Load the film into the Film Guide correctly, with the front side of the film (the side on which images appear correctly) facing down.
The long sides of the film are curled up.
2. With the glossy side (the side without illustrations) facing up, insert the Film Retainer Sheet (A) under the edge of the film.




3. Close the Film Holder (B) and secure it into the Film Guide.
The entire film is pressed flat with the Film Holder.

Note

- If Newton's rings still appear after scanning with the above method, the film is heavily warped. Try the following method.
 1. Turn over the film and load it into the Film Guide, with the front side of the film (the side on which images appear correctly) facing up.
The long sides of the film are curled down.
 2. With the rough side (illustrated side) facing up, place the Film Retainer Sheet (A) on the edge of the film.



3. Close the Film Holder and secure it into the Film Guide.

4. After preview, click  (Mirror) on the Toolbar of ScanGear (scanner driver) to invert the images, then click Scan.

On-screen Manual

On-screen Manual > Scanning Guide > What Is MP Navigator EX (Supplied Scanner Software)?

MP Navigator EX

What Is MP Navigator EX (Supplied Scanner Software)?

MP Navigator EX is an application that enables you to easily scan photos, documents and film. It is suitable even for beginners.

Important

- MP Navigator EX may not start from a button on the machine (Scanner Button). In that case, restart the computer.
- Use the default display font size of the OS. Otherwise, software screens may not appear correctly.

What You Can Do with This Software

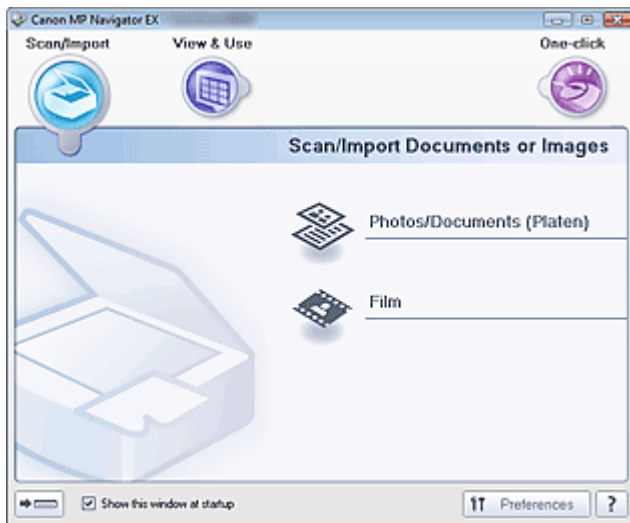
This software allows you to scan multiple documents at one time, or scan images larger than the Platen. You can also save scanned images, attach them to e-mail or print them using the supplied applications.

Screens

There are two types of MP Navigator EX Main Menu: Navigation Mode screen and One-click Mode screen.

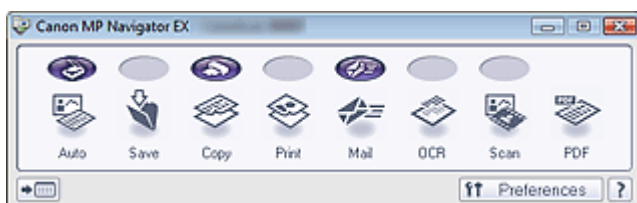
Navigation Mode Screen

You can start various tasks from the Navigation Mode screen, including simple scanning, scanning using ScanGear (scanner driver), and enhancing/correcting images.



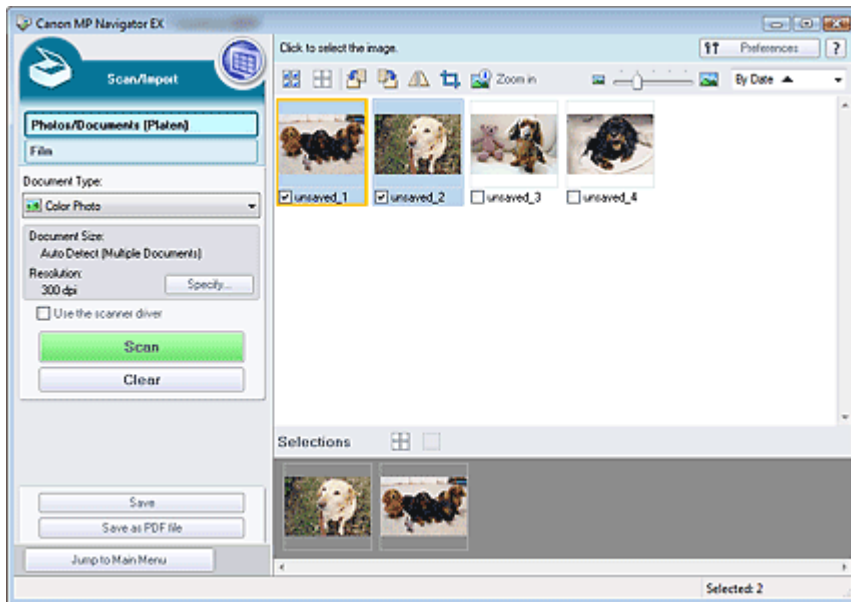
One-click Mode Screen

You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon in the One-click Mode screen.



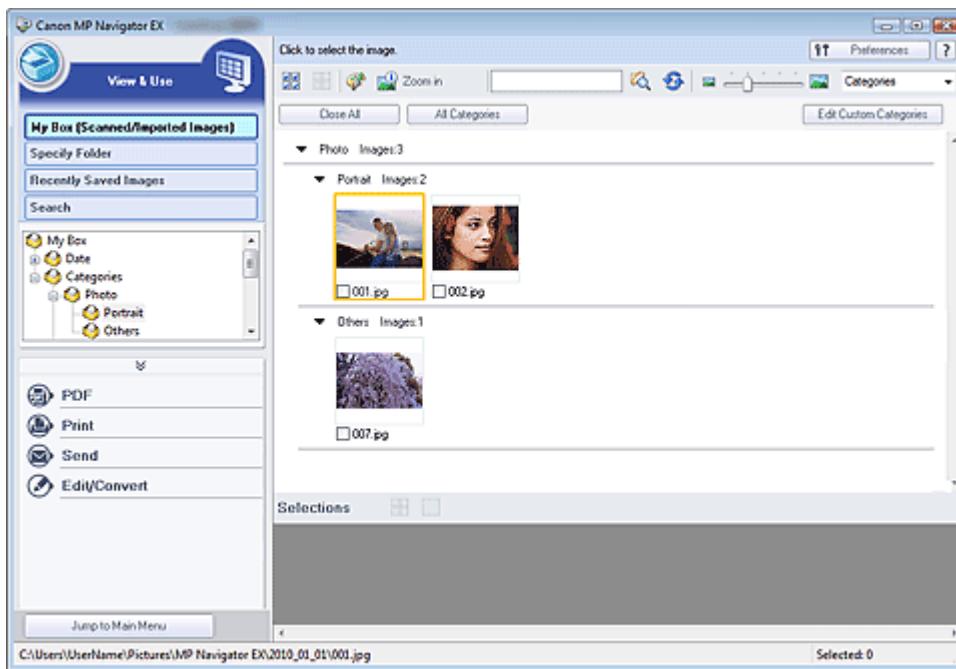
Scan/Import Window

Use the Scan/Import window to scan photos, documents and film.



View & Use Window

Use the View & Use window to select what you want to do with the scanned images.



On-screen Manual

On-screen Manual > Scanning Guide > Let's Try Scanning

MP Navigator EX

Let's Try Scanning

Try scanning using MP Navigator EX.

- **Starting MP Navigator EX**
 - ➔ Starting MP Navigator EX
- **Scanning documents, photos, magazines, etc. from the Platen**
 - ➔ Scanning Photos and Documents
- **Scanning Film**
 - ➔ Scanning Film
- **Scanning two or more photos (small documents) at one time**
 - ➔ Scanning Multiple Documents at One Time
- **Scanning images larger than the Platen**
 - ➔ Scanning Images Larger than the Platen (Stitch Assist)
- **Scanning easily according to purpose (scan and save, attach to e-mail, etc.)**
 - ➔ Easy Scanning with One-click

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On-screen Manual

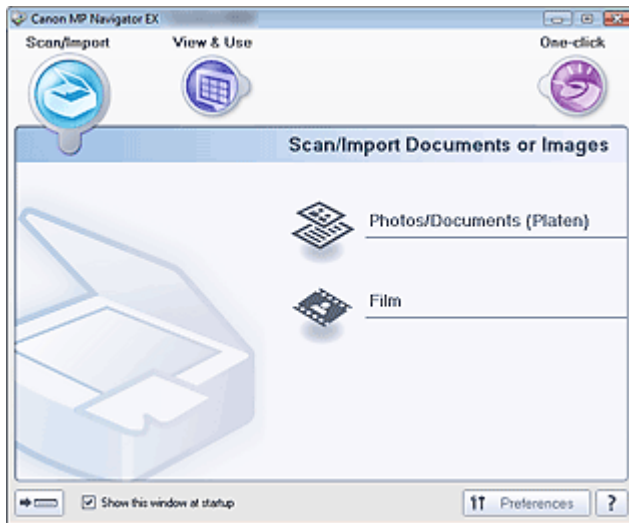
On-screen Manual > Scanning Guide > Let's Try Scanning > Starting MP Navigator EX

MP Navigator EX

Starting MP Navigator EX

Starting MP Navigator EX


1. Double-click  Canon MP Navigator EX 3.1 icon on the desktop.
MP Navigator EX starts.

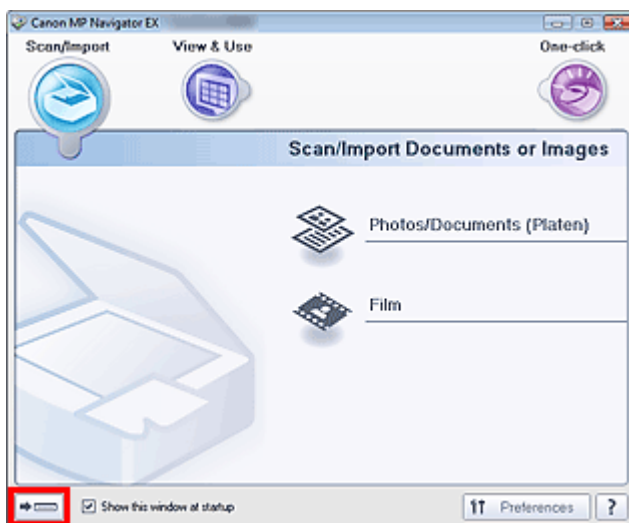


Note

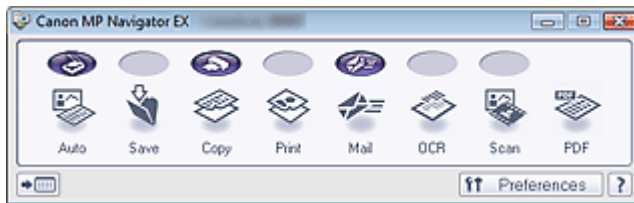
- Alternatively, from the Start menu, select (All) Programs > Canon Utilities > MP Navigator EX 3.1 > MP Navigator EX 3.1.

Starting One-click Mode

1. Click  (Switch Mode) at the bottom left of the screen.



The One-click Mode screen appears.



Note

- Select the Show this window at startup checkbox in the Navigation Mode screen to always open the Navigation Mode screen at startup. If this checkbox is not selected, the last used screen appears at startup.

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On-screen Manual

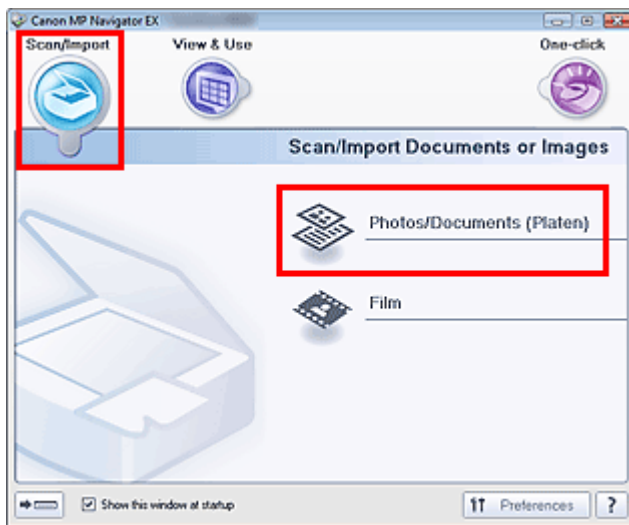
On-screen Manual > Scanning Guide > Let's Try Scanning > Scanning Photos and Documents

MP Navigator EX

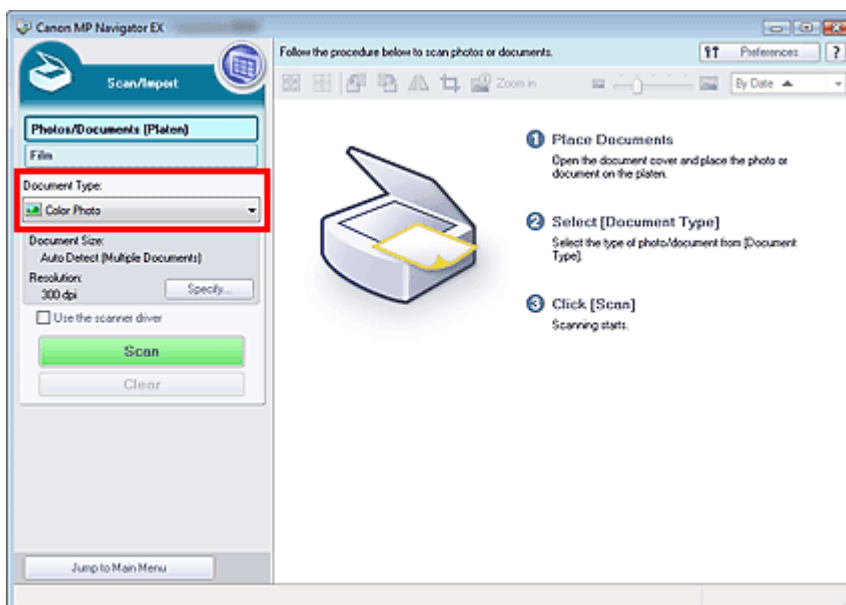
Scanning Photos and Documents

Scan photos and documents placed on the Platen.

1. Place the document on the Platen.
 - ➔ Placing Documents
2. Start MP Navigator EX and open the Navigation Mode screen.
 - ➔ Starting MP Navigator EX
3. Point to Scan/Import and click Photos/Documents (Platen).



4. Select Document Type according to the document to be scanned.



Note

- When you select Magazine(Color), the Descreen function will be enabled and scanning takes

longer than usual. To disable the Descreen function, deselect the Descreen checkbox in the Scan Settings dialog box.

- Select Text(OCR) to extract the text in the image and convert to editable text data using MP Navigator EX.
- Color scanning is not available for Text(OCR). To scan in color, open the OCR dialog box from the One-click Mode screen and scan with Color Mode set to Color.

5. Click Specify... to set the document size and scanning resolution as required.

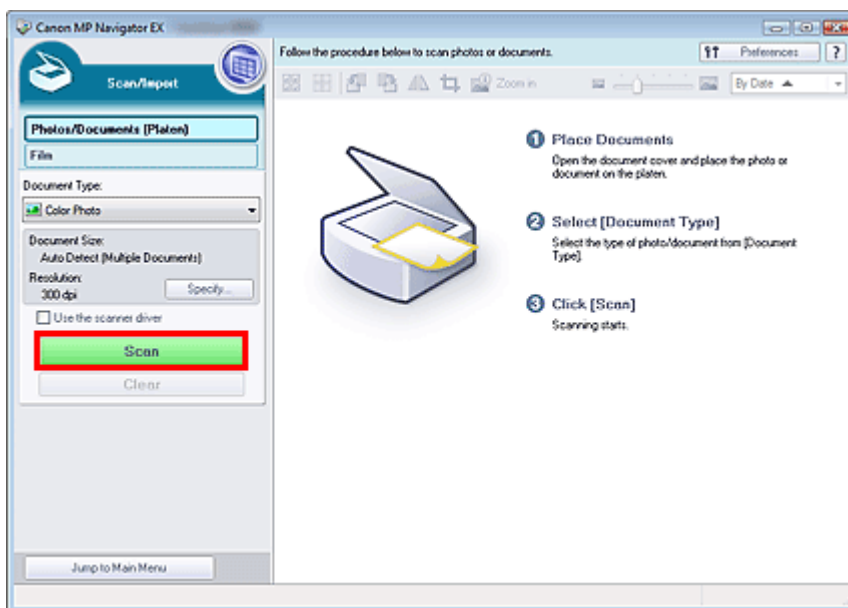
When setting is completed, click OK.

➔ Scan Settings Dialog Box (Photos/Documents)

Important

- When scanning a large document (such as an A4 size photo), align its corner with the corner at the arrow (alignment mark) of the Platen and specify the document size in the Scan Settings dialog box.

6. Click Scan.



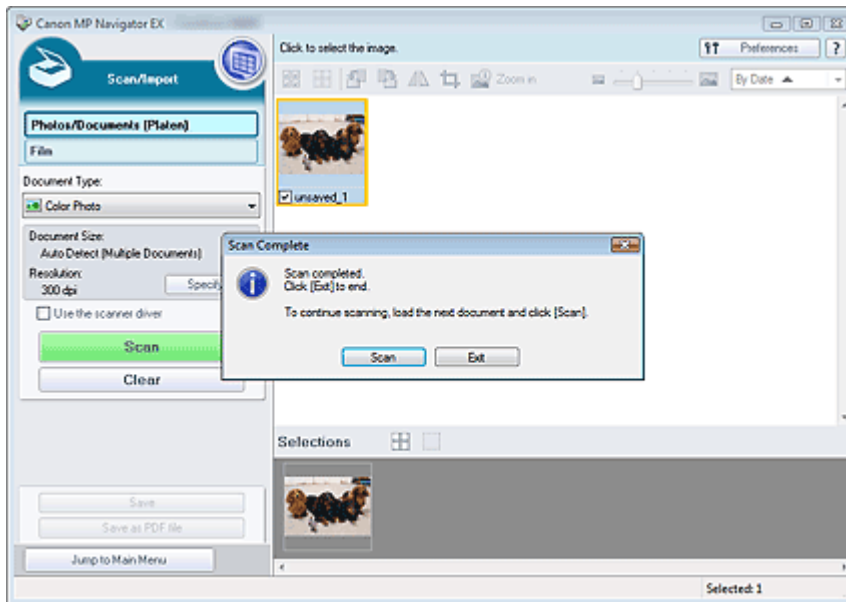
Starts scanning.

Note

- Click Cancel to cancel the scan.

When scanning is completed, the Scan Complete dialog box opens. Select Scan or Exit. Select Scan to scan the next document, or select Exit to end.

The scanned images appear in the Thumbnail window.



7. Edit the scanned images as required.

Use Edit Tools to rotate images, select a part of an image, etc.

See the Edit Tools in "Photos/Documents (Platen) Screen (Scan/Import Window) " for details.

Note

- First select images to edit. (Selected images are outlined in orange.) Drag the mouse or use Shift + arrow keys to select multiple images. You can also select images by dragging and dropping them into the Selected Images area.

8. Save the scanned images.

➔ Saving

➔ Saving as PDF Files

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On-screen Manual

On-screen Manual > Scanning Guide > Let's Try Scanning > Scanning Film

MP Navigator EX

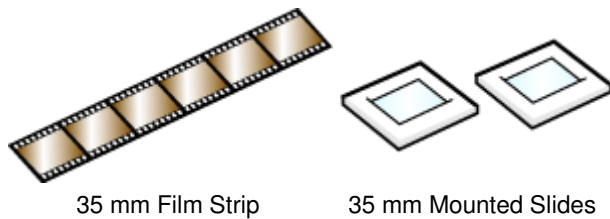
Scanning Film

This machine supports 35 mm positive and negative film strips (standard state of developed film, with six frames in each strip) as well as 35 mm mounted positive slides (one frame per mounted slide).

Up to twelve film strip frames or four mounted slide frames can be scanned continuously.

Note

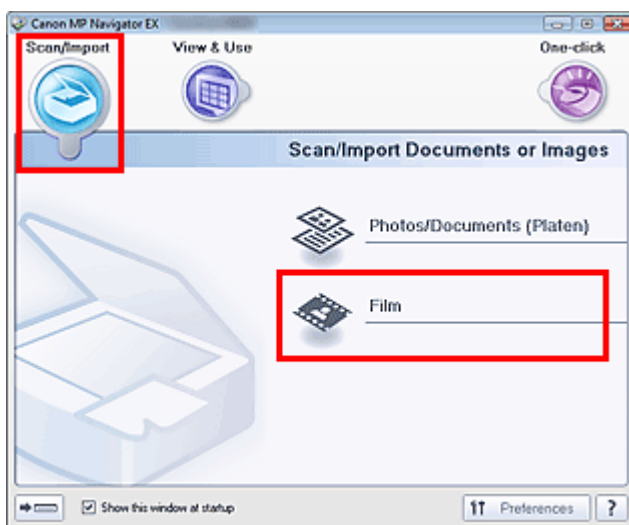
- To scan 120 Format Films, scan from the Advanced Mode tab of ScanGear (scanner driver).
 - To scan at a resolution higher than 4800 dpi, scan from the Advanced Mode tab of ScanGear.
- ➔ [Scanning Film in Advanced Mode](#)



35 mm Film Strip

35 mm Mounted Slides

1. Place the film on the Platen.
➔ [Placing Film](#)
2. Start MP Navigator EX and open the Navigation Mode screen.
➔ [Starting MP Navigator EX](#)
3. Point to Scan/Import and click Film.



4. Click Specify... to set the document size and scanning resolution as required.
When setting is completed, click OK.
➔ [Scan Settings Dialog Box \(Film\)](#)

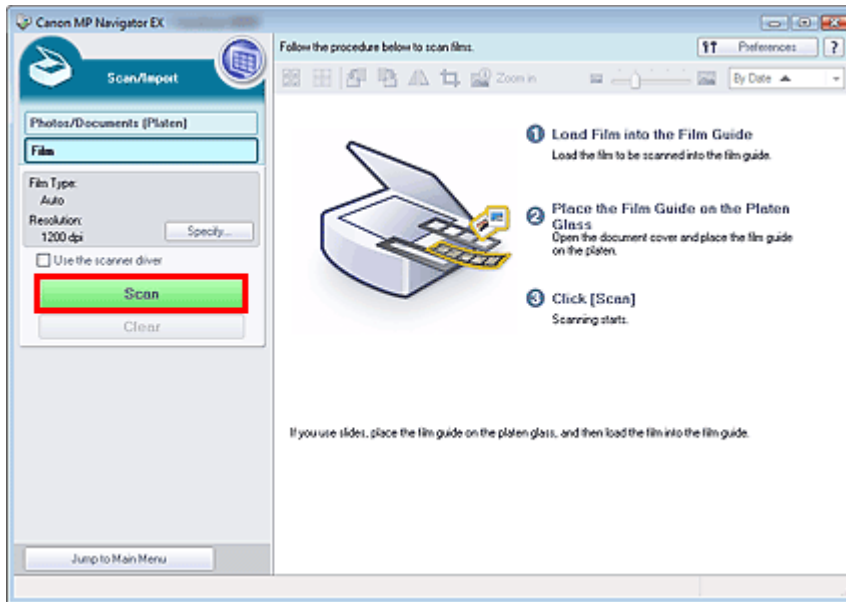
Important

- Film may not be scanned correctly when Film Type in the Scan Settings dialog box is set to Auto. In that case, select the type of film in Film Type and scan again.

Note

- To scan black and white film, it is recommended that you select Black and White Negative Film or Black and White Positive Film for Film Type in the Scan Settings dialog box.

5. Click Scan.

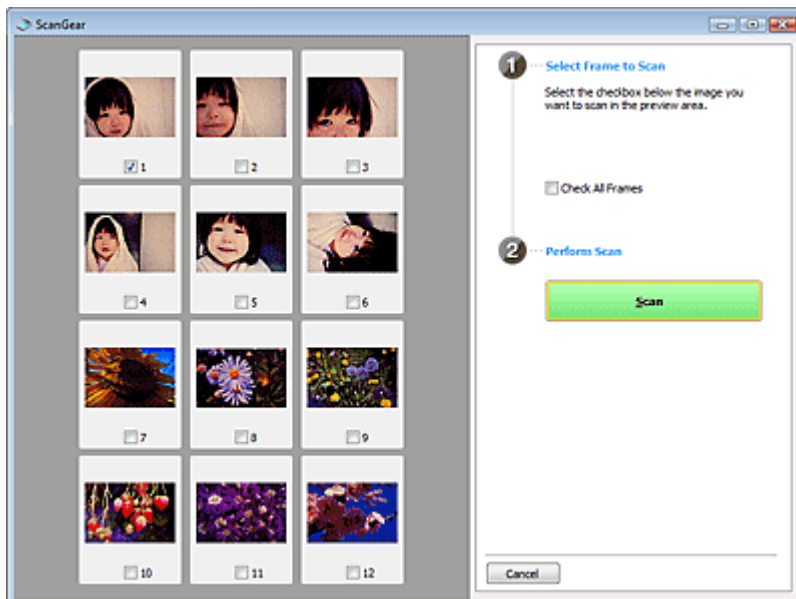


Preview scan starts.

Note

- Click Cancel to cancel the scan.

When preview scan of the film is completed, the preview images appear.



Note

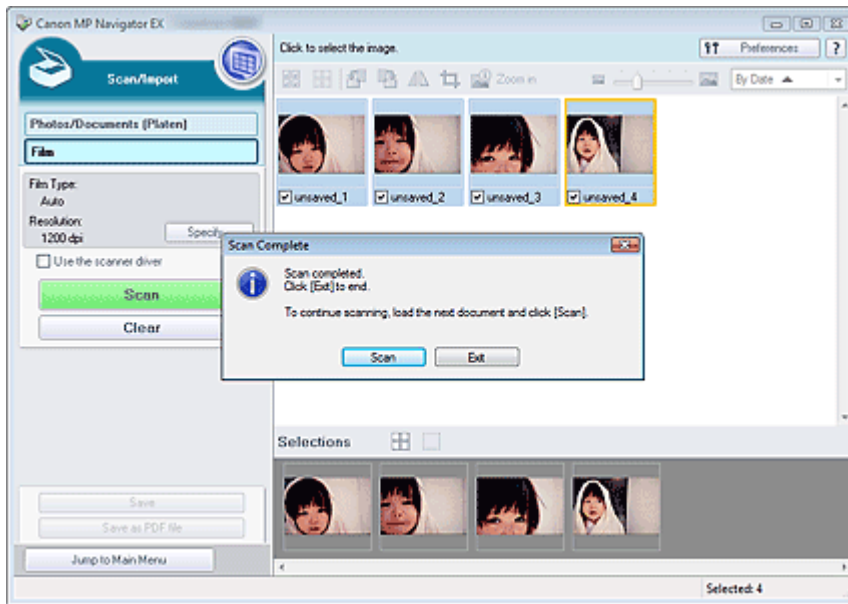
- Preview images do not appear when the Preview before scanning checkbox is not selected in the Scan Settings dialog box. The scanned images appear directly in the Thumbnail window.
- If film cannot be scanned correctly, see "[Problems with Scanning Film](#)" in "Troubleshooting."

6. Select the checkboxes of the frames you want to scan, then click Scan.

When scanning is completed, the Scan Complete dialog box opens. Select Scan or Exit. Select

Scan to scan the next film, or select Exit to end.

The scanned images appear in the Thumbnail window.



7. Edit the scanned images as required.

Use Edit Tools to rotate images, select a part of an image, etc.

See the Edit Tools in "Film Screen (Scan/Import Window)" for details.

Note

- First select images to edit. (Selected images are outlined in orange.) Drag the mouse or use Shift + arrow keys to select multiple images. You can also select images by dragging and dropping them into the Selected Images area.

8. Save the scanned images.

➔ Saving

➔ Saving as PDF Files

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On-screen Manual

On-screen Manual > Scanning Guide > Let's Try Scanning > Scanning Multiple Documents at One Time

MP Navigator EX

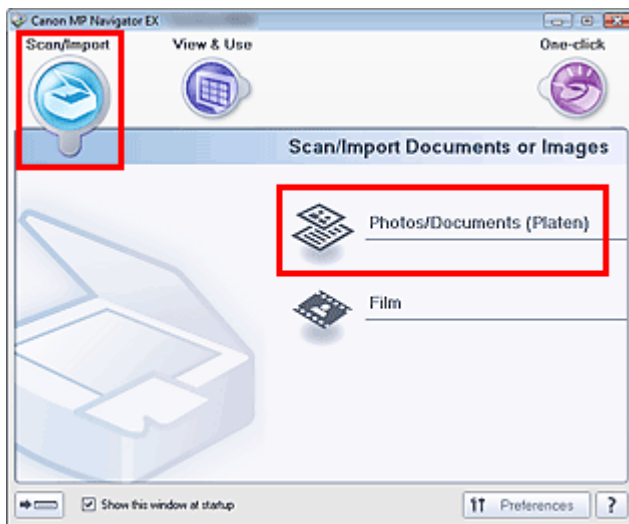
Scanning Multiple Documents at One Time

You can scan two or more photos (small documents) at one time by setting Document Size to Auto Detect (Multiple Documents) in the Scan Settings dialog box of MP Navigator EX.

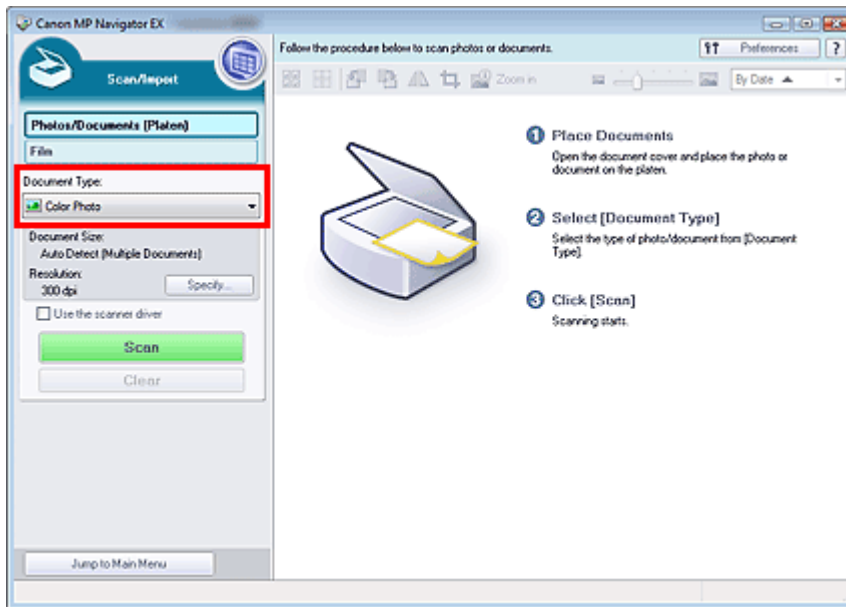
Important

- The following types of documents may not be cropped correctly. In that case, start ScanGear (scanner driver), then adjust the cropping frames (scan areas) in whole image view and scan again.
 - Photos that have a whitish border
 - Documents printed on white paper, hand-written text, business cards, etc.
 - Thin documents
 - Thick documents
- ➔ Scanning Multiple Documents in Whole Image View

1. Place the documents on the Platen.
➔ Placing Documents
2. Start MP Navigator EX and open the Navigation Mode screen.
➔ Starting MP Navigator EX
3. Point to Scan/Import and click Photos/Documents (Platen).



4. Select Document Type according to the documents to be scanned.

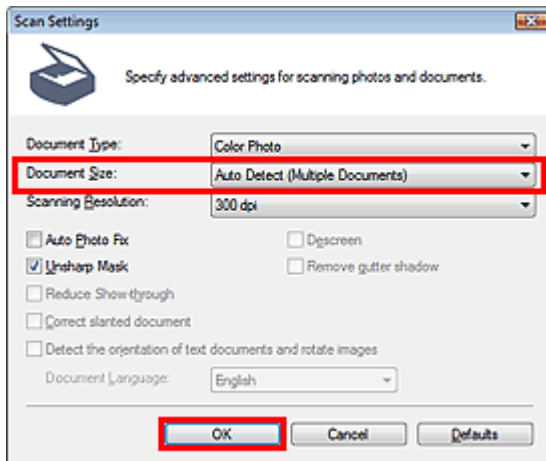


5. Click Specify....

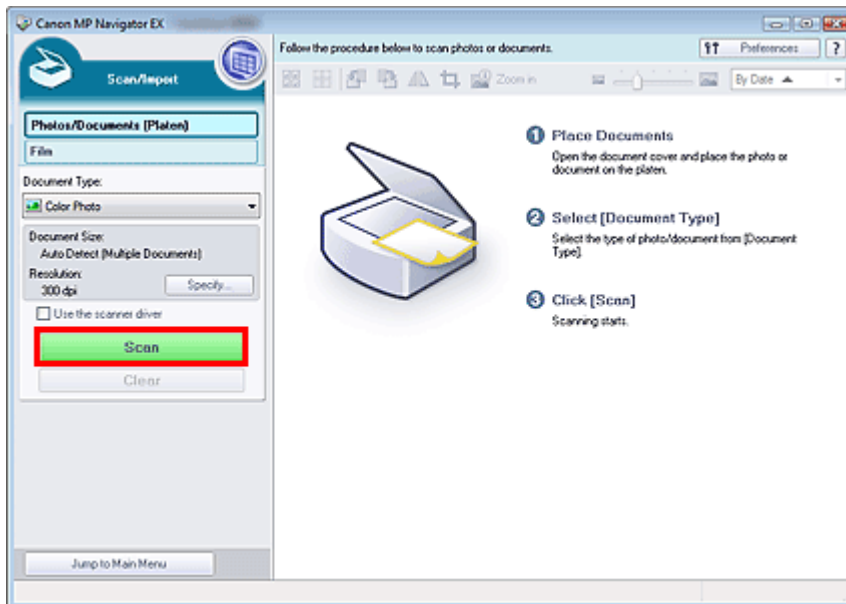
Select Auto Detect (Multiple Documents) for Document Size.

When setting is completed, click OK.

➔ Scan Settings Dialog Box (Photos/Documents)



6. Click Scan.



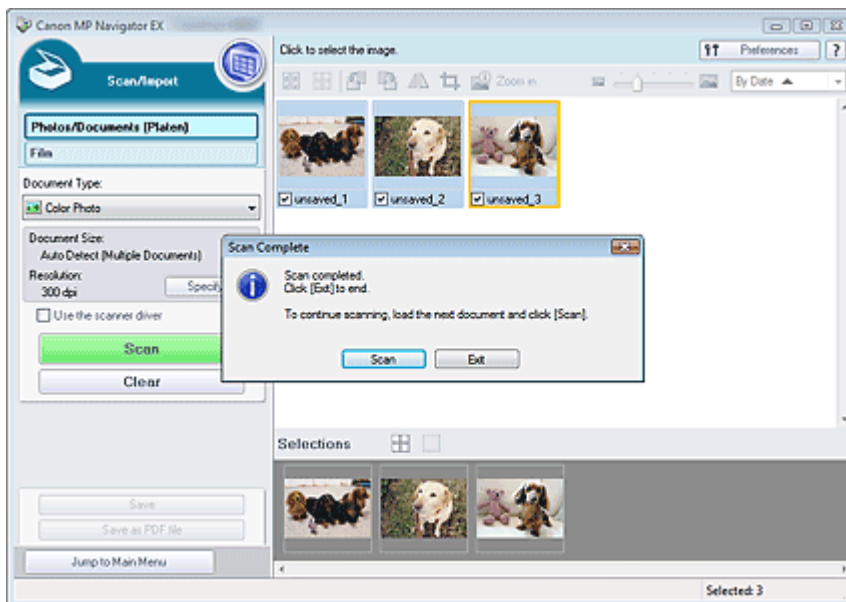
Multiple documents are scanned at one time.

Note

- Click Cancel to cancel the scan.

When scanning is completed, the Scan Complete dialog box opens. Select Scan or Exit. Select Scan to scan the next document, or select Exit to end.

The scanned images appear in the Thumbnail window.



7. Edit the scanned images as required.

Use Edit Tools to rotate images, select a part of an image, etc.

See the Edit Tools in "Photos/Documents (Platen) Screen (Scan/Import Window)" for details.

Note

- First select images to edit. (Selected images are outlined in orange.) Drag the mouse or use Shift + arrow keys to select multiple images. You can also select images by dragging and dropping them into the Selected Images area.

8. Save the scanned images.

➔ Saving

[➔ Saving as PDF Files](#)

 **Note**

- If you want to preview the images before scanning, use ScanGear.
 - [➔ Scanning Multiple Documents at One Time with ScanGear \(Scanner Driver\)](#)
-

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On-screen Manual

On-screen Manual > Scanning Guide > Let's Try Scanning > Scanning Images Larger than the Platen (Stitch Assist)

MP Navigator EX

Scanning Images Larger than the Platen (Stitch Assist)

Stitch Assist allows you to scan the left and right halves of a large document separately and combine the scanned images back into one image. You can scan documents that are up to twice as large as the Platen.

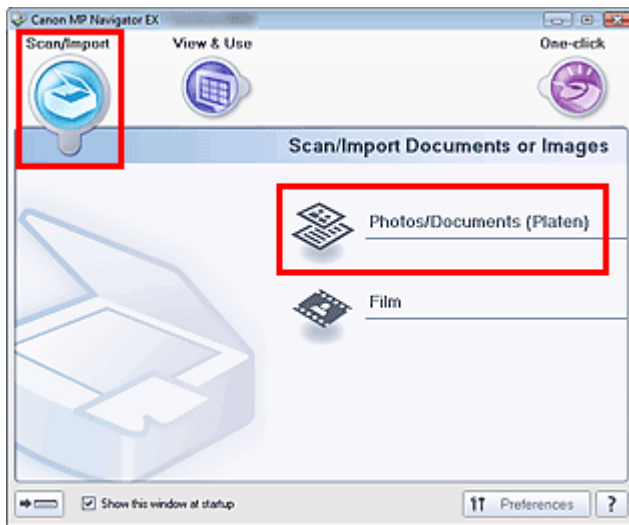
1. Start MP Navigator EX and open the Navigation Mode screen.

➔ Starting MP Navigator EX

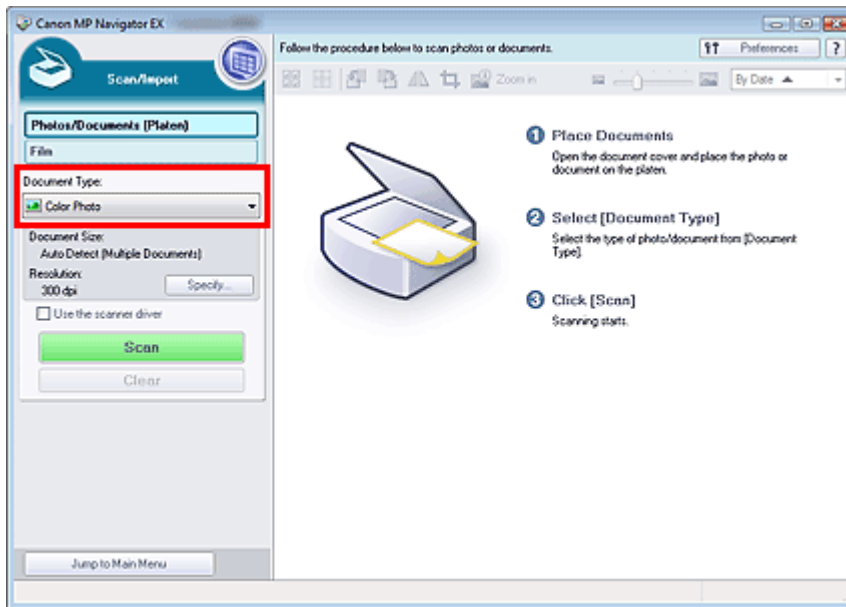
Note

- You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon in the One-click Mode screen. Stitch Assist is available from the One-click Mode screen as well, by changing the document size. Click the corresponding icon and select Stitch Assist for Document Size. Then skip ahead to Step 5.

2. Point to Scan/Import and click Photos/Documents (Platen).



3. Select Document Type according to the document to be scanned.

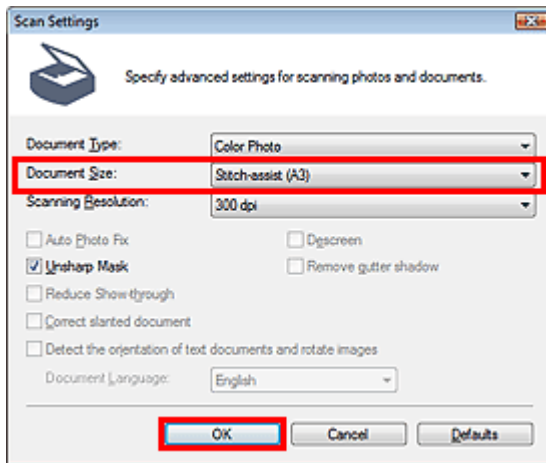


4. Click Specify....

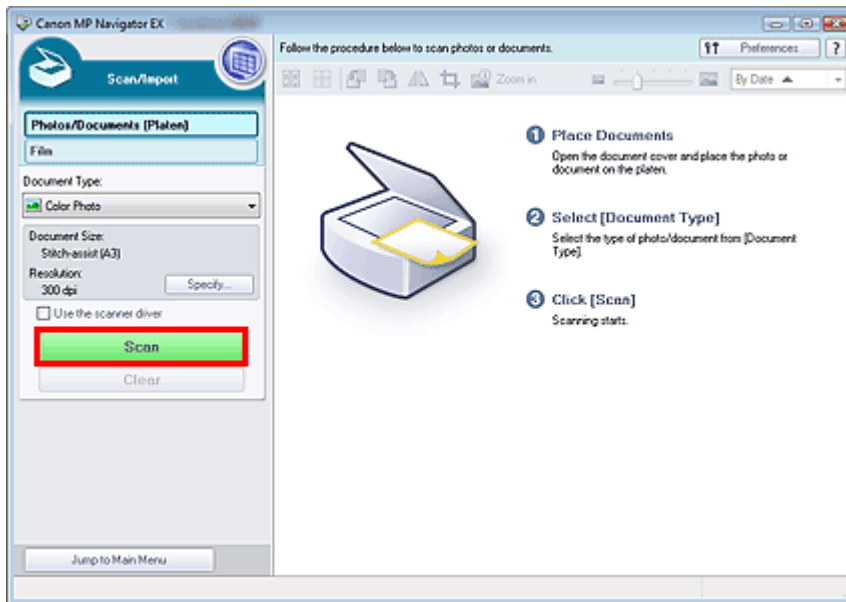
Select Stitch Assist for Document Size, then specify the scanning resolution as required.

When setting is completed, click OK.

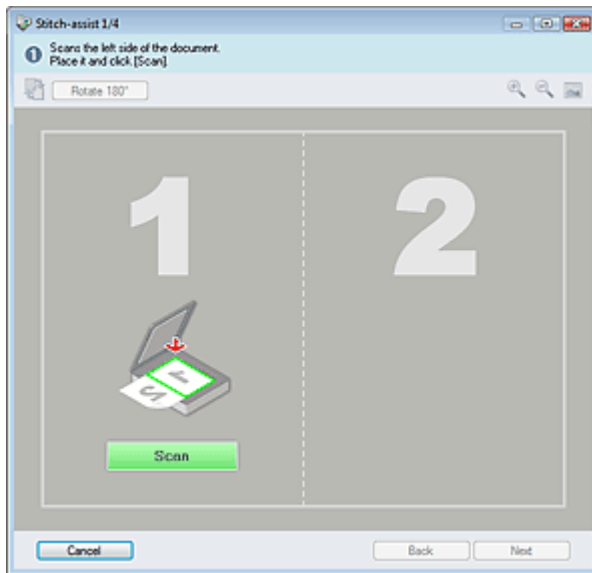
➔ Scan Settings Dialog Box (Photos/Documents)



5. Click Scan.



The Stitch-assist window opens.



6. Place the left half of the document face-down on the Platen.

7. Click Scan.

The left half of the document is scanned and appears in the Stitch-assist window.

Note

- Click Cancel to cancel the scan.



8. Place the right half of the document face-down on the Platen.

9. Click Scan.

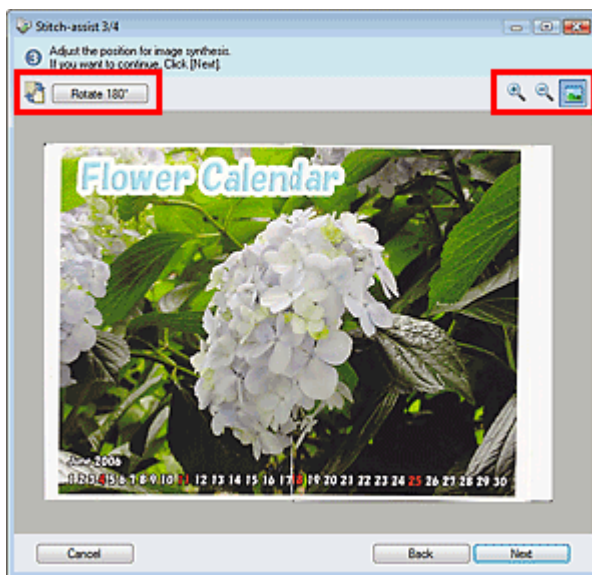
The right half of the document is scanned.

Note

- Click Cancel to cancel the scan.

10. Adjust the scanned image as required.

Use the icons to swap the left and right halves, rotate the image 180 degrees or enlarge/reduce the image.



(Swap Left & Right)

Swaps the left and right halves.

Important

- This function is not available while the image is enlarged/reduced.






Rotate 180°

Rotate 180°

Rotates right half of the image 180 degrees.

Important

- This function is not available while the image is enlarged/reduced.

-  **(Enlarge)**
Enlarges the displayed image.
-  **(Reduce)**
Reduces the displayed image.
-  **(Full-screen)**
Enlarges/reduces the image to display it full-screen.

Note

- Enlarge/Reduce does not affect the actual size of the scanned image.
- When the document is scanned upside down, the image displayed in the Stitch-assist window will also be upside down. Click Rotate 180° to rotate the image to the correct orientation.
- You can drag the right half of the image from right to left or up and down to adjust the position.
- If the left and right halves do not match due to a slanted document, place the document correctly and click Back, then scan again.

11. Click Next.

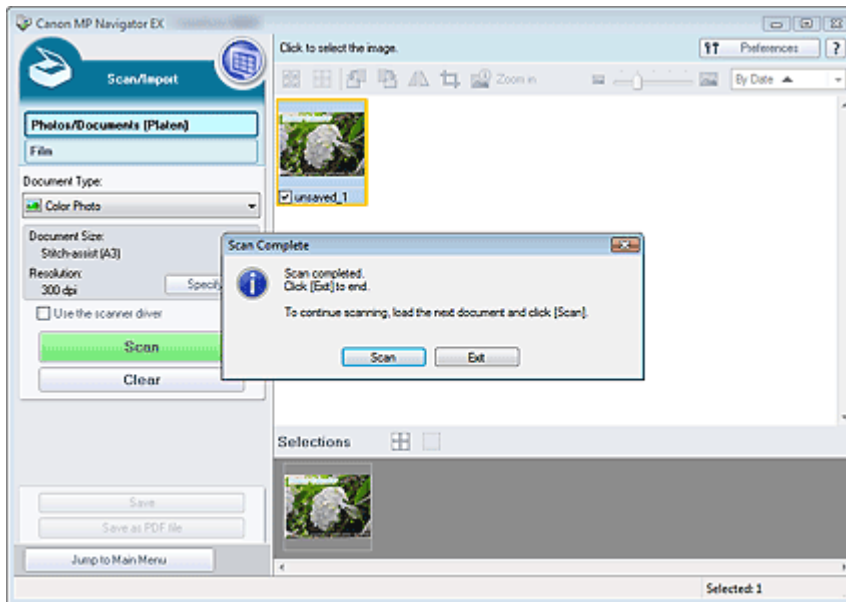
12. Drag the mouse to specify the area to be saved, then click OK.



The combined image is created.

When scanning is completed, the Scan Complete dialog box opens. Select Scan or Exit. Select Scan to scan the next document, or select Exit to end.

The scanned images appear in the Thumbnail window.



13. Save the scanned images.

- ➡ Saving
- ➡ Saving as PDF Files

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On-screen Manual

On-screen Manual > Scanning Guide > Let's Try Scanning > Easy Scanning with One-click

MP Navigator EX

Easy Scanning with One-click

You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.

1. Place the document on the Platen.

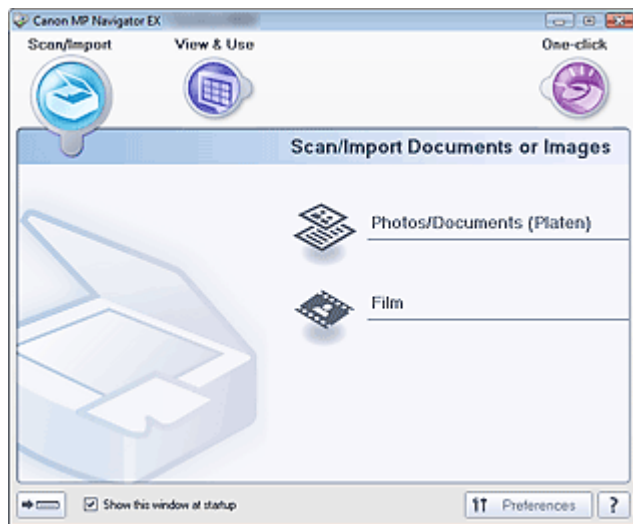
➔ Placing Documents

2. Start MP Navigator EX.

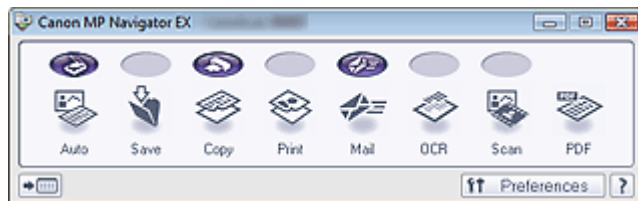
➔ Starting MP Navigator EX

The MP Navigator EX Navigation Mode screen or One-click Mode screen appears.

Navigation Mode Screen



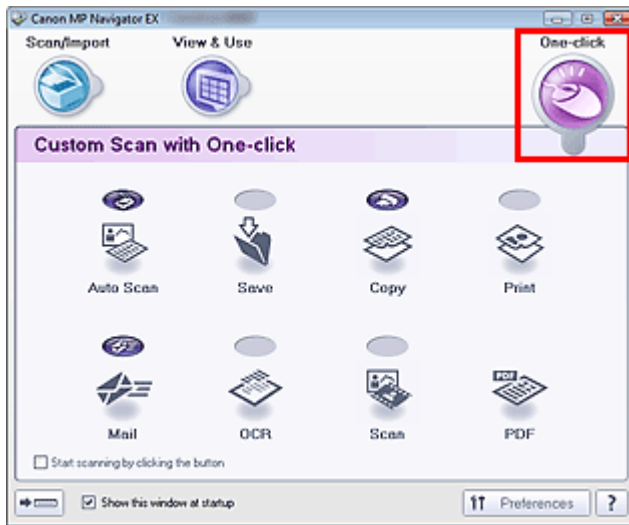
One-click Mode Screen



Note

- Skip ahead to Step 4 if One-click Mode screen is open.

3. Point to One-click.



4. Click the corresponding icon.
 - ➔ Custom Scan with One-click Tab
 - ➔ One-click Mode Screen
5. Select Document Type according to the document to be scanned.
6. Set the document size and scanning resolution as required.
7. Start scanning.
Starts scanning.

Note

- Click Cancel to cancel the scan.

On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Useful MP Navigator EX Functions](#)

MP Navigator EX

Useful MP Navigator EX Functions

With MP Navigator EX, you can correct/enhance scanned images beautifully, and search saved images quickly.

- **Correcting/enhancing images automatically**
 - ➔ [Correcting/Enhancing Images Automatically](#)
- **Correcting/enhancing images manually**
 - ➔ [Correcting/Enhancing Images Manually](#)
- **Adjusting color characteristics such as brightness and contrast**
 - ➔ [Adjusting Images](#)
- **Searching for lost images**
 - ➔ [Searching Images](#)
- **Classifying and sorting images**
 - ➔ [Classifying Images into Categories](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Useful MP Navigator EX Functions > Correcting/Enhancing Images Automatically

MP Navigator EX

Correcting/Enhancing Images Automatically

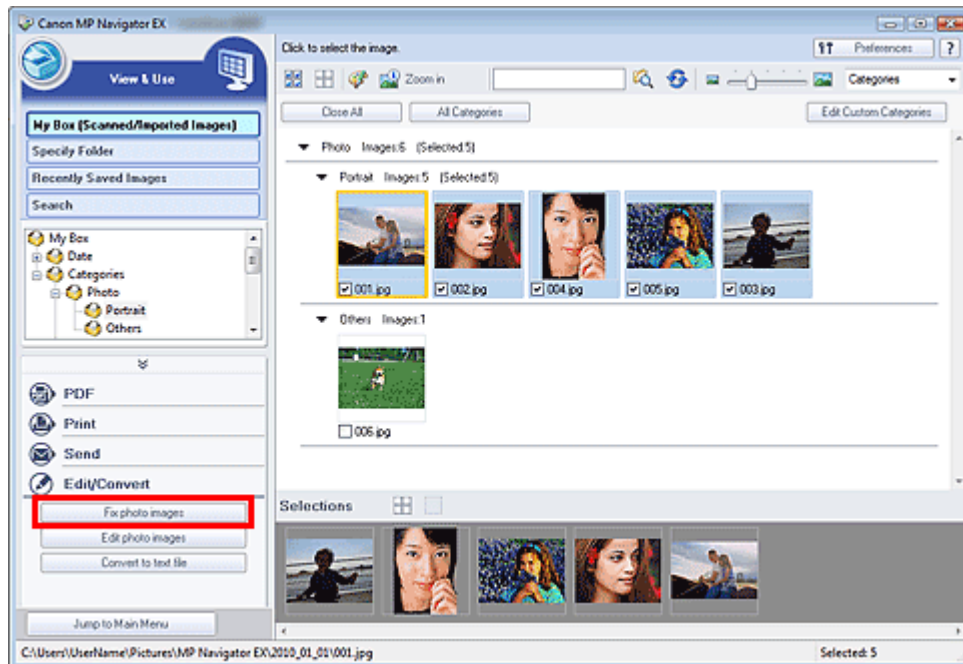
MP Navigator EX will analyze and correct/enhance scanned images automatically.

1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen and select the photos you want to correct/enhance.

Note


- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
➔ [Opening Images Saved on a Computer](#)

2. Click Edit/Convert, then click Fix photo images on the list.



The Correct/Enhance Images window opens.

Note

- The Correct/Enhance Images window can also be opened by clicking  (Image Correction/Enhancement) on the Toolbar or in the Zoom in dialog box. In that case, only the target image (outlined in orange) can be corrected/enhanced.
- See "[Correct/Enhance Images Window](#)" for details on the Correct/Enhance Images window.

3. Select the image you want to correct/enhance from the thumbnail list.

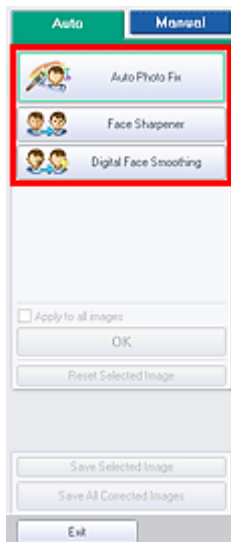
The selected image appears in Preview.



Note

- If you selected only one image in the View & Use window, the thumbnail list does not appear and only the preview image appears.

4. Make sure that Auto is selected.
5. Click Auto Photo Fix, Face Sharpener or Digital Face Smoothing.



Important


- Once image is corrected with Auto Photo Fix and saved, it cannot be corrected again with Auto Photo Fix. Auto Photo Fix may not be available for images edited using an application, digital camera, etc. manufactured by other companies.

Note

- The Face Sharpener and Digital Face Smoothing effect levels can be changed using the slider that appears by clicking the corresponding buttons.
- When you apply Auto Photo Fix, dark backlit photos will be corrected automatically. If the image is not corrected enough using Auto Photo Fix, it is recommended that you apply Face Brightener on the Manual tab.

➔ [Correcting/Enhancing Images Manually](#)

6. Click OK.

The entire image is corrected/enhanced automatically and  (Correct/Enhance) appears on the upper left of the thumbnail and preview image.

Note

- Click Reset Selected Image to undo the correction/enhancement.
 - Select the Apply to all images checkbox to correct/enhance all selected images.
-

7. Click Save Selected Image or Save All Corrected Images.

You can save corrected/enhanced images as new files.

Note

- To save only the images you like, select them and click Save Selected Image. To save all images, click Save All Corrected Images.
 - The file format of corrected/enhanced images is JPEG/Exif.
 - Adobe RGB images are saved as sRGB images.
-

8. Click Exit.

Important

- The corrections/enhancements will be lost if you exit before saving corrected/enhanced images.

On-screen Manual

On-screen Manual > Scanning Guide > Useful MP Navigator EX Functions > Correcting/Enhancing Images Manually

MP Navigator EX

Correcting/Enhancing Images Manually

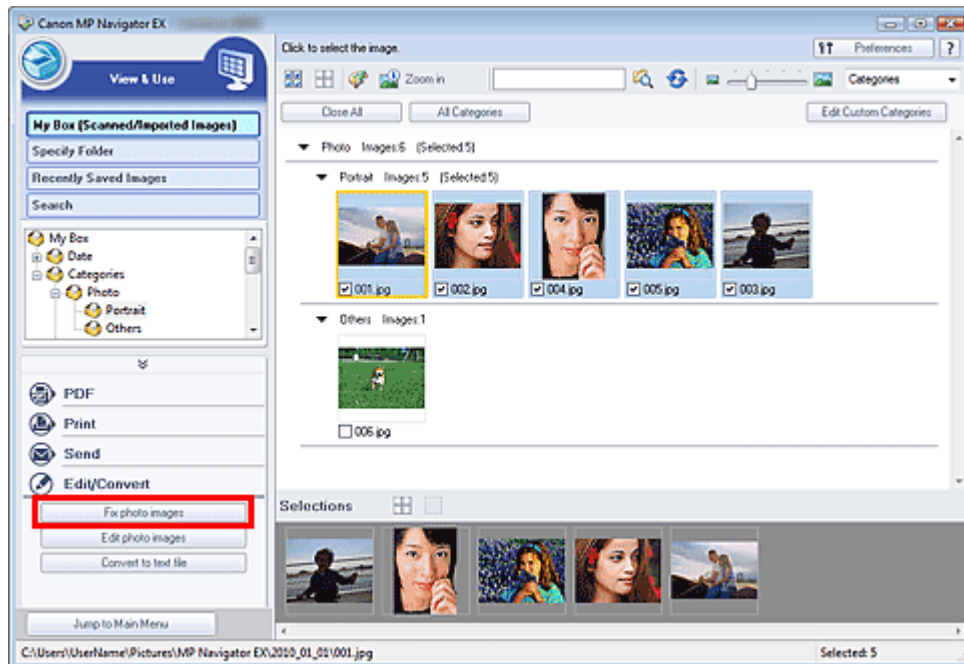
You can correct/enhance scanned images manually.

1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen and select the photos you want to correct/enhance.

Note


- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ [Opening Images Saved on a Computer](#)

2. Click Edit/Convert, then click Fix photo images on the list.



The Correct/Enhance Images window opens.

Note

- The Correct/Enhance Images window can also be opened by clicking  (Image Correction/Enhancement) on the Toolbar or in the Zoom in dialog box. In that case, only the target image (outlined in orange) can be corrected/enhanced.
- See "[Correct/Enhance Images Window](#)" for details on the Correct/Enhance Images window.

3. Select the image you want to correct/enhance from the thumbnail list.

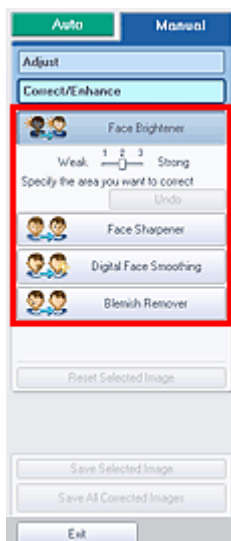
The selected image appears in Preview.



Note

- If you selected only one image in the View & Use window, the thumbnail list does not appear and only the preview image appears.

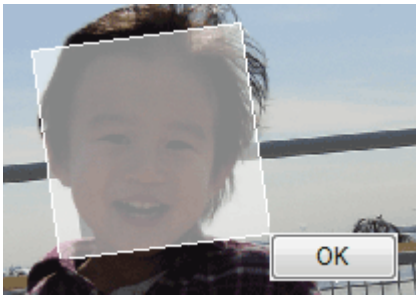
4. Click Manual, then click Correct/Enhance.
5. Click Face Brightener, Face Sharpener, Digital Face Smoothing or Blemish Remover.




Note

- The Face Brightener, Face Sharpener and Digital Face Smoothing effect levels can be changed using the slider that appears by clicking the corresponding buttons.
- Move the cursor over the image. The shape of the cursor changes to **+** (Cross).

6. Drag to select the area you want to correct/enhance, then click OK that appears over the image.



The portion in and around the selected area is corrected/enhanced and  (Correct/Enhance) appears on the upper left of the thumbnail and preview image.

Note

- You can also drag to rotate the rectangle.
 - Click Undo to undo the latest correction/enhancement.
 - Click Reset Selected Image to cancel all corrections, enhancements and adjustments applied to the selected image.
-

7. Click Save Selected Image or Save All Corrected Images.

You can save corrected/enhanced images as new files.

Note

- To save only the images you like, select them and click Save Selected Image. To save all images, click Save All Corrected Images.
 - The file format of corrected/enhanced images is JPEG/Exif.
-

8. Click Exit.

Important

- The corrections/enhancements will be lost if you exit before saving corrected/enhanced images.
-

On-screen Manual

On-screen Manual > Scanning Guide > Useful MP Navigator EX Functions > Adjusting Images

MP Navigator EX

Adjusting Images

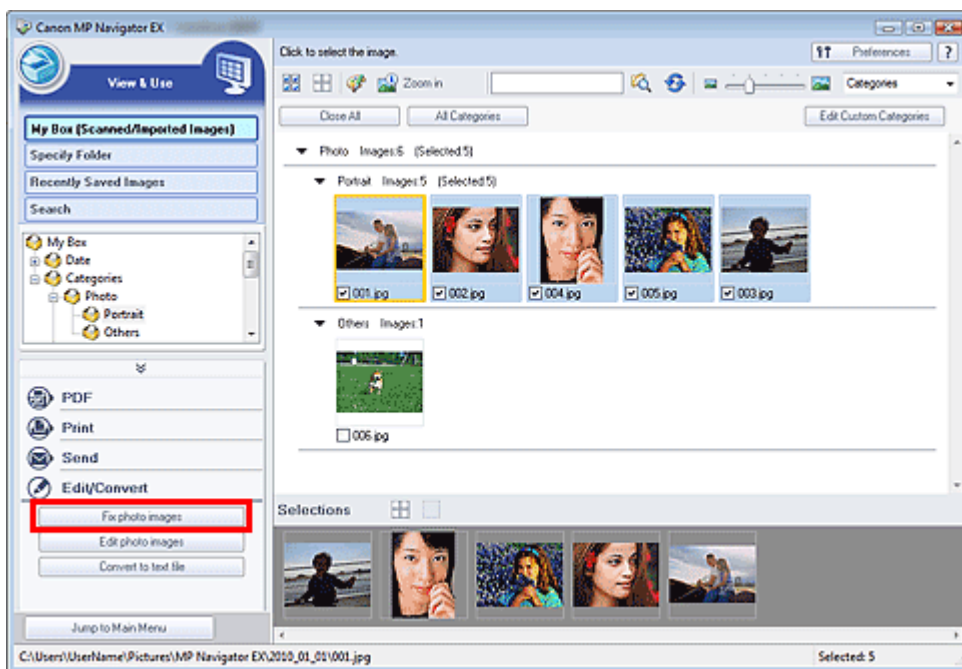
You can make fine adjustments to the overall brightness, contrast, etc. of images.

1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen and select the photos you want to adjust.

Note


- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ [Opening Images Saved on a Computer](#)

2. Click Edit/Convert, then click Fix photo images on the list.



The Correct/Enhance Images window opens.

Note

- The Correct/Enhance Images window can also be opened by clicking  (Image Correction/Enhancement) on the Toolbar or in the Zoom in dialog box. In that case, only the target image (outlined in orange) can be corrected/enhanced.
- See "[Correct/Enhance Images Window](#)" for details on the Correct/Enhance Images window.

3. Select the image you want to adjust from the thumbnail list.

The selected image appears in Preview.




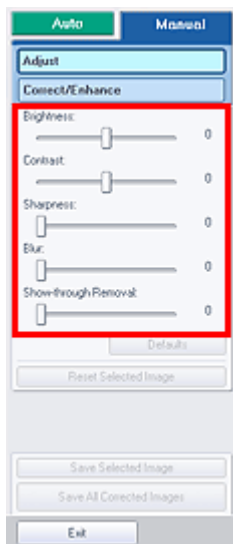
Note

- If you selected only one image in the View & Use window, the thumbnail list does not appear and only the preview image appears.

4. Click Manual, then click Adjust.

5. Move the slider of the item you want to adjust and set the effect level.

When you move a slider,  (Correct/Enhance) appears on the upper left of the thumbnail and preview image.



Note

- Click Defaults to reset all adjustments.
- Click Reset Selected Image to cancel all corrections, enhancements and adjustments applied to the selected image.

6. Click Save Selected Image or Save All Corrected Images.

You can save adjusted images as new files.

Note

- To save only the images you like, select them and click Save Selected Image. To save all images, click Save All Corrected Images.

- The file format of adjusted images is JPEG/Exif.
-

7. Click Exit.

Important

- The adjustments will be lost if you exit before saving adjusted images.

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On-screen Manual

On-screen Manual > Scanning Guide > Useful MP Navigator EX Functions > Searching Images

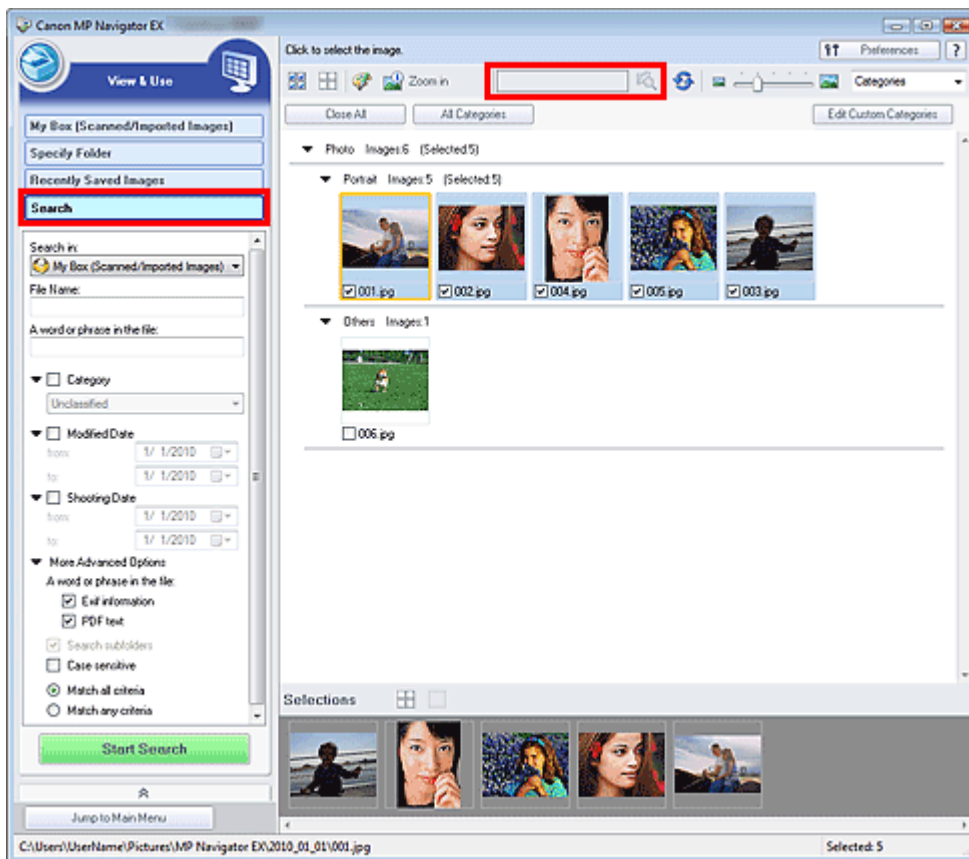
MP Navigator EX

Searching Images

In the View & Use window of the Navigation Mode screen, you can search images saved on your computer and open them in MP Navigator EX. Opened images can be printed, edited, etc.


Note

- Search images in My Box (Scanned/Imported Images), Recently Saved Images or a selected folder and its subfolders.
- See "Starting MP Navigator EX" to start MP Navigator EX.



Quick Search

In  (Text box) on the Toolbar, enter a word or phrase included in the file

name, Exif information or PDF text of the image you want to search for, then click  (Search). For Exif information, text in Maker, Model, Description and User Comment is searched.

Advanced Search

Click Search on the left of the screen to open search options. Enter information of the image you want to search for, then click Start Search.

The screenshot shows a search interface with the following elements:

- Search in:** A dropdown menu set to "My Box (Scanned/Imported Images)".
- File Name:** An empty text input field.
- A word or phrase in the file:** An empty text input field.
- Category:** A dropdown menu set to "Unclassified".
- Modified Date:** Two date pickers labeled "from:" and "to:", both set to "1/ 1/2010".
- Shooting Date:** Two date pickers labeled "from:" and "to:", both set to "1/ 1/2010".
- More Advanced Options:**
 - A word or phrase in the file:** A text input field.
 - Exif information
 - PDF text
 - Search subfolders
 - Case sensitive
 - Match all criteria
 - Match any criteria
- Start Search:** A green button at the bottom.

- **Search in**

If you know where to look for, select the drive, folder or network from Specify Folder.

- **File Name**

If you know the file name, enter it.

- **A word or phrase in the file**

Enter a word or phrase included in the items selected in More Advanced Options.

Important

- For PDF files, you can only search for those created with MP Navigator EX. You cannot search PDF files created or edited in other applications. Also, searching PDF files is available only when keyword search is set. For details of creating PDF files that enables keyword search, see " [PDF Settings Dialog Box.](#)"
- Password-protected PDF files cannot be searched.

- **Category**

You can search for images by category.

- **Modified Date**

To search for images that have been updated in a specific time period, enter the first and last dates of the period.

- **Shooting Date**

To search for images captured in a specific time period, enter the first and last dates of the period.

Note

- Captured date is the date and time of data creation, which are included in the document's Exif information.

- **More Advanced Options**

- **A word or phrase in the file**

In A word or phrase in the file, select the items to search. If you select the Exif information

checkbox, text in Maker, Model, Description and User Comment is searched. If you select the PDF text checkbox, text in PDF files is searched.

Important

- Text in password-protected PDF files cannot be searched.

- **Search subfolders**

Select this checkbox to search subfolders.

- **Case sensitive**

Select this checkbox to match case.

- **Match all criteria**

Searches for files that meet all the specified criteria.

- **Match any criteria**

Searches for files that meet any of the specified criteria.

- **Start Search**

Starts search.

Related Topic

▶ [View & Use Window](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Useful MP Navigator EX Functions > Classifying Images into Categories

MP Navigator EX

Classifying Images into Categories

Display images scanned with MP Navigator EX by category. You can classify images displayed in Unclassified automatically, and also create custom categories. You can drag and drop an image to move it from one category to another.

Note

- If you have classified the images in MP Navigator EX 2.0 or later and then upgrade MP Navigator EX to the latest version, the classification information on the second latest version is transferred upon initial startup. After the initial startup, the classification information cannot be transferred.

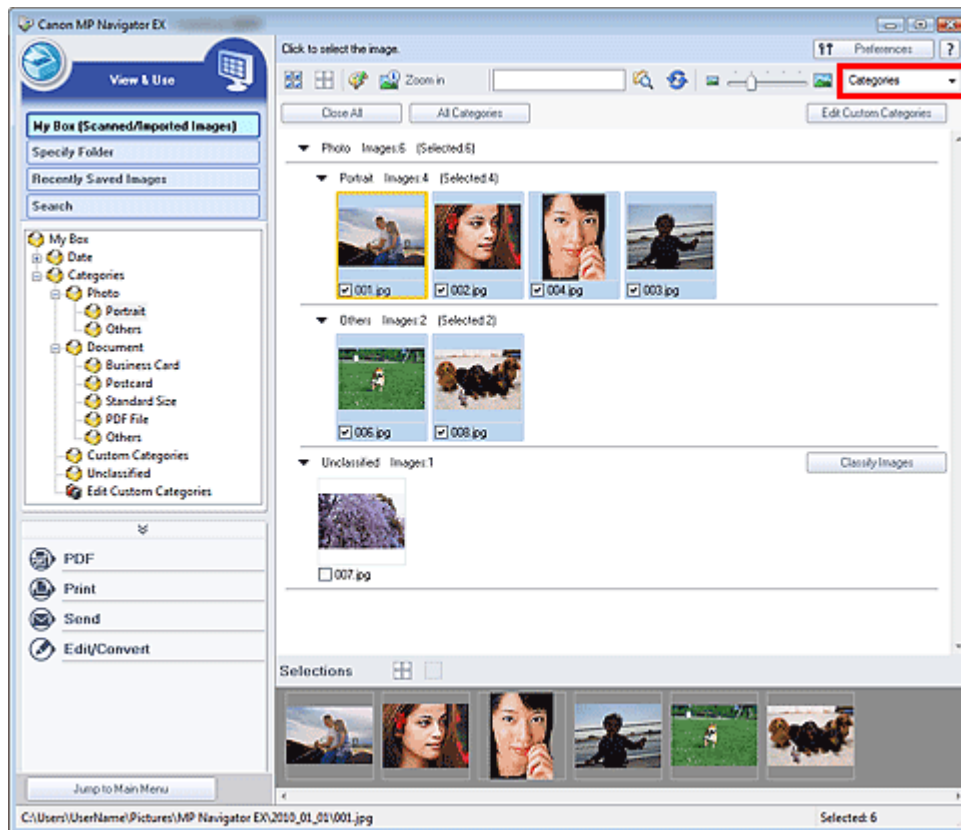
1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen.

Note

- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ [Opening Images Saved on a Computer](#)

2. In (Sort by), select Categories.

Images are automatically sorted by category and appear in the Thumbnail window.



Images are sorted into the following categories.

Photos: Portrait, Others

Documents: Business Card, Postcard, Standard Size, PDF File, Others

Custom categories: Displays your custom categories.

To create custom categories, see "[Creating Custom Categories](#)."

Unclassified: Displays images that are not classified.

Note

- Click Classify Images to classify images displayed in Unclassified automatically. Click Cancel to stop.
- Classification may take time if there are many images to classify.

Important

- Even if you classify images saved in removable media such as USB flash drive and external hard disk, the classification information will be deleted once you remove the media. From the next time, the images are classified to Unclassified.
- Images cannot be classified when Recently Saved Images is selected in the View & Use window.

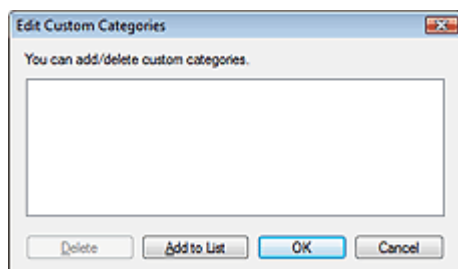
Note

- Some images may not be detected correctly and thus may be classified into wrong categories. In that case, drag and drop the image to the correct category.
- Images saved in network folders may not be classified.
- You can search for images by category. See "[Searching Images](#)" for details.

Creating Custom Categories

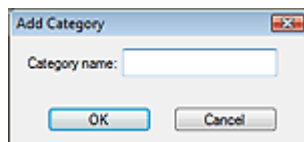
1. In the View & Use window, sort images by category and click Edit Custom Categories.

The Edit Custom Categories dialog box opens.



2. Click Add to List.

The Add Category dialog box opens.



3. Enter Category name and click OK.

Note

- You can create up to 20 custom categories.
- Up to 50 single-byte characters can be used for a category name.
- Double-click a created category to open the Change Category Name dialog box in which you can change the category name.
- Select a custom category and click Delete to delete it.

Related Topic

► [View & Use Window](#)

On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX

MP Navigator EX

Utilizing Images in MP Navigator EX

You can scan images using MP Navigator EX and edit or print the saved images.

See the corresponding sections below for details on saving scanned images.

- **Saving scanned images to computer**
 - ➡ Saving
- **Saving scanned image as PDF Files**
 - ➡ Saving as PDF Files

See the corresponding sections below for details on using images/files.

- **Creating/editing PDF files from scanned images**
 - ➡ Creating/Editing PDF Files
- **Printing multiple scanned images at one time or printing at specific size, quality, etc.**
 - ➡ Printing Documents
- **Printing scanned photos**
 - ➡ Printing Photos
- **Sending scanned images via e-mail**
 - ➡ Sending via E-mail
- **Correcting/enhancing scanned images or converting them to text**
 - ➡ Editing Files
- **Setting passwords for created PDF files**
 - ➡ Setting Passwords for PDF Files
 - ➡ Opening/Editing Password-protected PDF Files

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On-screen Manual

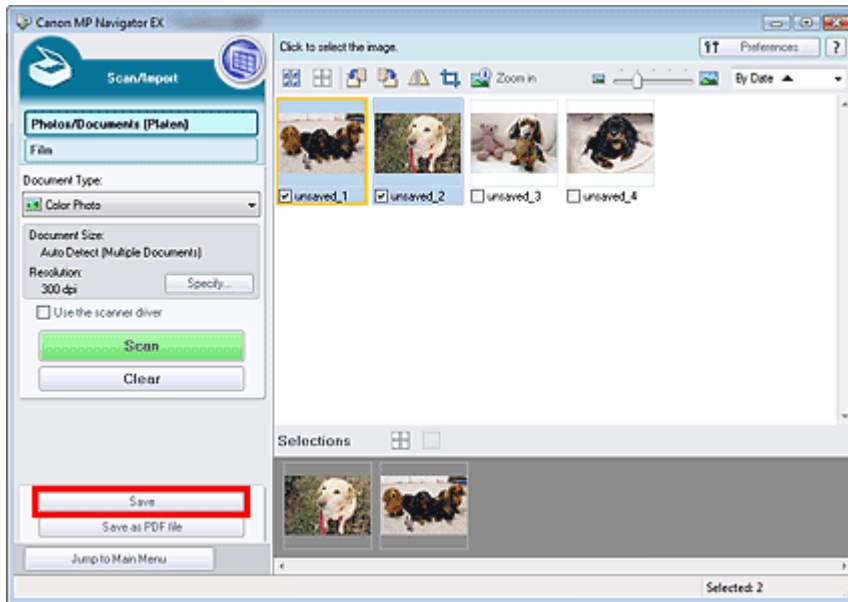
On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Saving

MP Navigator EX

Saving

Save images scanned with MP Navigator EX to a computer.

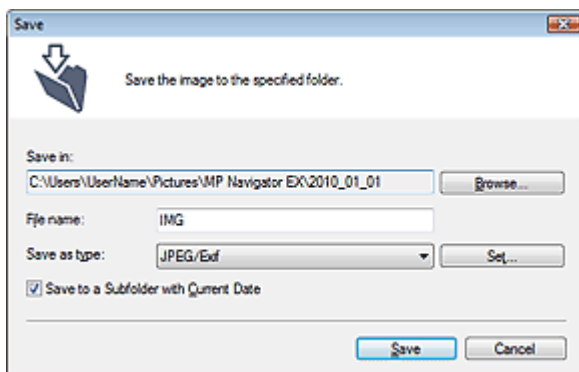
1. Select the checkboxes of the images you want to save, then click Save.



2. In the Save dialog box, specify the save settings.

Specify the destination folder, file name and file type.

➔ Save Dialog Box



Important

- When saving 48 bit color or 16 bit grayscale images scanned with ScanGear (scanner driver), select TIFF. If you select a format other than TIFF, they will be saved as 24 bit color or 8 bit grayscale images.
- You cannot select JPEG/Exif when Document Type is Text(OCR).
- You cannot select JPEG/Exif when Black and White is selected for Color Mode on the Advanced Mode tab of ScanGear.

Note

- By default, the following folders are specified as the destination folders.
Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder
Windows XP: MP Navigator EX folder in My Pictures folder
Windows 2000: MP Navigator EX folder in My Pictures folder

3. Click Save.

Scanned images are saved according to the settings.

To further use/edit the scanned images on MP Navigator EX, click Open saved location in the Save Complete dialog box.

- ➡ Creating/Editing PDF Files
- ➡ Printing Documents
- ➡ Printing Photos
- ➡ Sending via E-mail
- ➡ Editing Files

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On-screen Manual

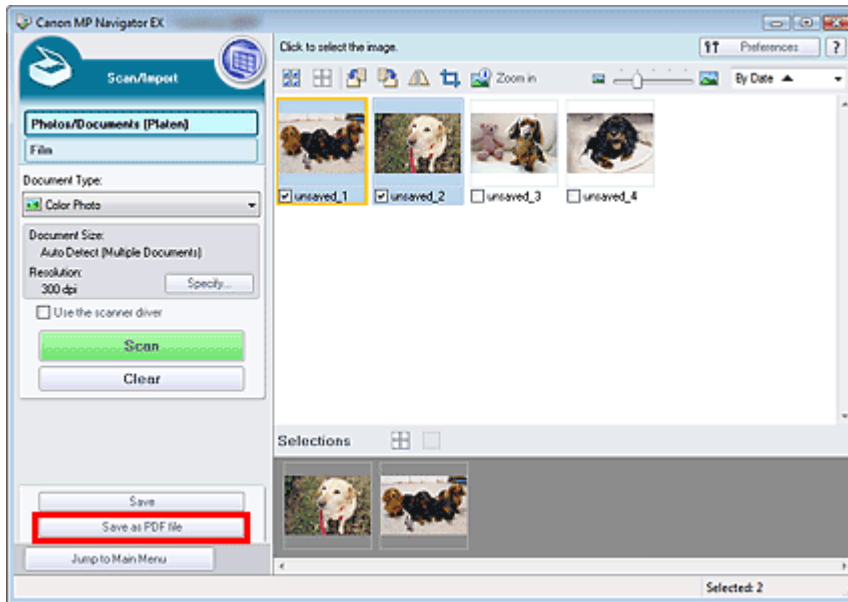
On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Saving as PDF Files

MP Navigator EX

Saving as PDF Files

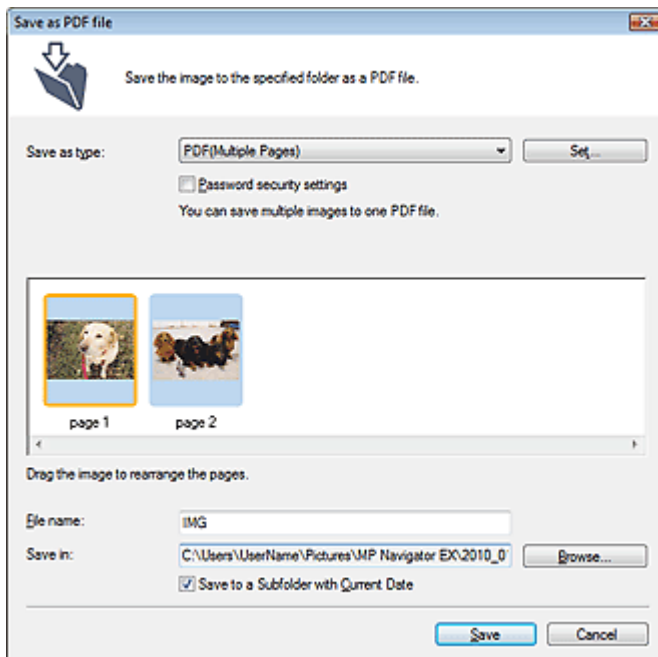
Save images scanned with MP Navigator EX as PDF files.

1. Select the checkboxes of the images you want to save, then click Save as PDF file.



2. In the Save as PDF file dialog box, specify the save settings.
Specify the file type, file name and destination folder.

➔ Save as PDF file Dialog Box



Select from the following PDF file types:

- PDF

Save each of the selected images as a separate PDF file.

- **PDF(Multiple Pages)**

Save multiple images in one PDF file.

Note

- PDF(Multiple Pages) is displayed when multiple images are selected.
-

- **PDF(Add Page)**

Add the scanned images to a PDF file. The images are added to the end of the PDF file. You cannot rearrange the pages of the PDF file to which the images are added.

Important

- Images can only be added to PDF files created with MP Navigator EX. You cannot specify PDF files created with other applications. PDF files edited in other applications cannot be specified as well.
 - If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
-

Note

- By default, the following folders are specified as the destination folders.
Windows 7: MP Navigator EX folder in My Pictures folder
Windows Vista: MP Navigator EX folder in Pictures folder
Windows XP: MP Navigator EX folder in My Pictures folder
Windows 2000: MP Navigator EX folder in My Pictures folder
 - You can set passwords for PDF files.
➔ [Setting Passwords for PDF Files](#)
-

3. Click Save.

Scanned images are saved according to the settings.

To further use/edit the scanned images on MP Navigator EX, click Open saved location in the Save Complete dialog box.

- ➔ [Creating/Editing PDF Files](#)
- ➔ [Printing Documents](#)
- ➔ [Printing Photos](#)
- ➔ [Sending via E-mail](#)
- ➔ [Editing Files](#)

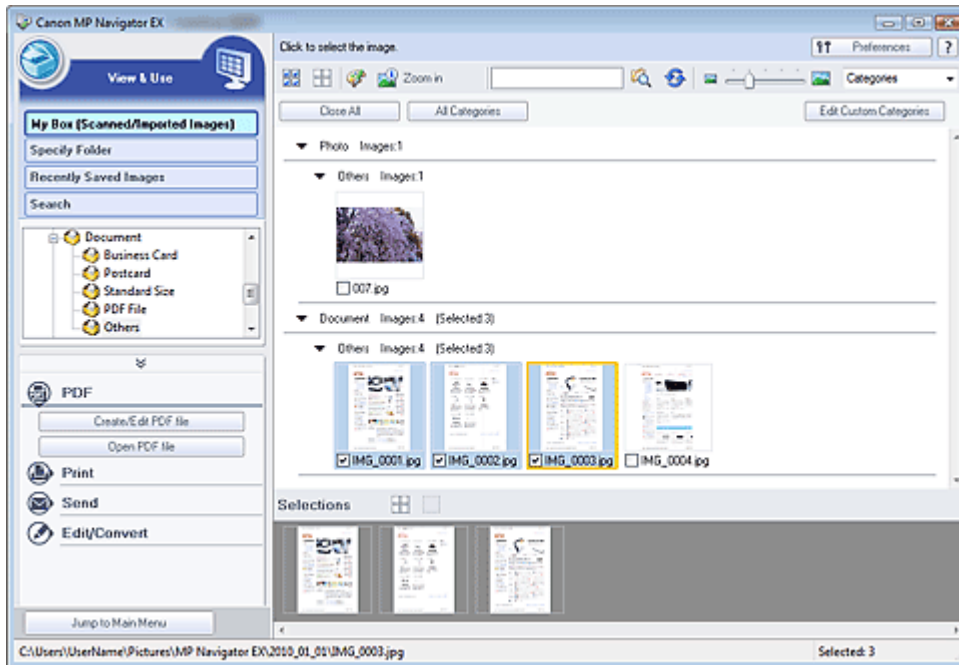
On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Creating/Editing PDF Files

MP Navigator EX

Creating/Editing PDF Files

Create/edit PDF files using MP Navigator EX. After scanning documents and saving them, open the View & Use window to create PDF files and add/delete pages, rearrange the page order, etc.



Important

- You can create or edit up to 99 pages at one time using MP Navigator EX.

Note

- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - Opening Images Saved on a Computer

Creating/Editing PDF Files with MP Navigator EX

- Select images and click PDF.

Note

- You can select PDF, JPEG, TIFF and BMP files.

- Click Create/Edit PDF file on the list.

Important

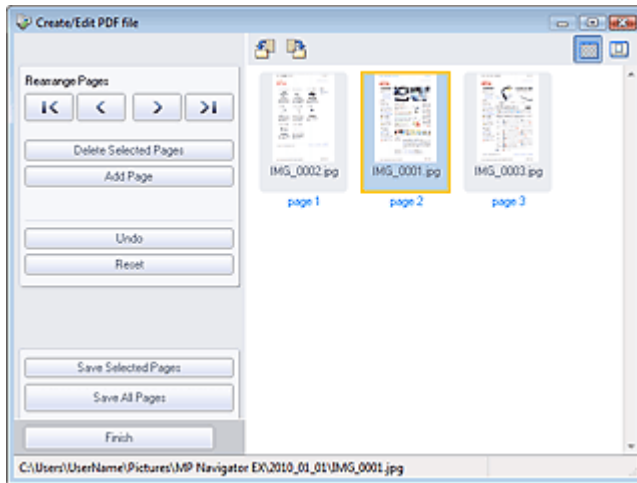
- For PDF files, you can only edit those created with MP Navigator EX. You cannot edit PDF files created with other applications. PDF files edited in other applications cannot be edited as well.

Note

- If a password-protected PDF file is selected, you will be prompted to enter the password.
 - Opening/Editing Password-protected PDF Files

3. Add/delete pages as required.

To add an existing file, click Add Page and select the file. To delete a page, select it and click Delete Selected Pages.



Note

- You can add PDF, JPEG, TIFF and BMP files.
- When adding a password-protected PDF file, you will be prompted to enter the password.

4. Rearrange the page order as required.

Use the icons to rearrange the order. Alternatively, drag the thumbnail to the target location.

Note

- See "[Create/Edit PDF file Window](#)" for details on the Create/Edit PDF file window.

5. Click Save Selected Pages or Save All Pages.

The Save as PDF file dialog box opens.

➔ [Save as PDF file Dialog Box](#)

Important

- You cannot save images scanned at 10501 pixels or more in the vertical and horizontal directions.
- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords in the Save as PDF file dialog box.
➔ [Setting Passwords for PDF Files](#)

6. Specify the save settings in the Save as PDF file dialog box, then click Save.

Images are saved according to the settings.

Opening PDF Files in an Application

You can open PDF files created with MP Navigator EX in an associated application and edit or print them.

1. Select PDF files and click PDF.

Important

- For PDF files, you can only select those created with MP Navigator EX. You cannot select PDF files created with other applications. PDF files edited in other applications cannot be selected as well.

2. Click Open PDF file on the list.

The application associated with the .pdf file extension by the operating system starts.

Important

- Password-protected PDF files cannot be opened in applications not supporting PDF security.
- Files may not open if an application that can be associated with PDF files is not installed.

3. Use the application to edit/print the file.

For details, refer to the application's manual.

Important

- In some applications, the commands (print, edit, etc.) restricted by Permissions Password may differ from those in MP Navigator EX.

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On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Printing Documents

MP Navigator EX

Printing Documents

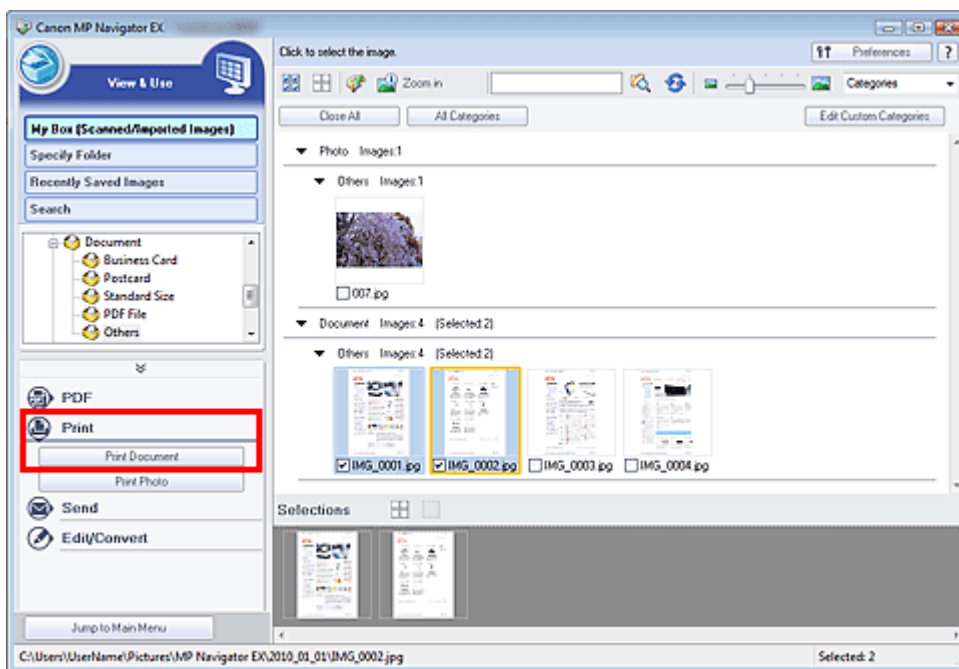
You can print multiple scanned images at one time, print at specific quality, etc. using MP Navigator EX.

1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen and select images.

Note

- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ [Opening Images Saved on a Computer](#)

2. Click Print, then click Print Document on the list.



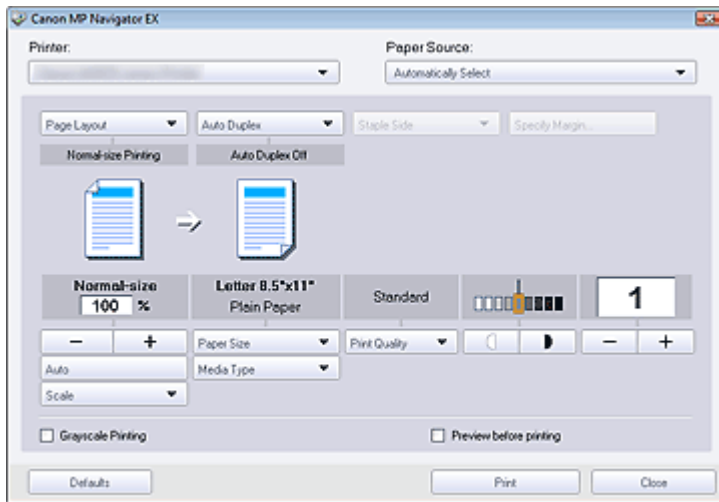
Important

- If a password-protected PDF file is selected, you will be prompted to enter the password.
 - ➔ [Opening/Editing Password-protected PDF Files](#)

3. Specify print settings as required.

In the displayed dialog box, specify print count, quality, scale, etc.

➔ [Print Document Dialog Box](#)



Note

- The setting items in the Print Document dialog box vary by printer.

4. Click Print.

Starts printing.

Note

- When printing a multiple-page PDF file via Print Document, printing may take time depending on your computer. In that case, follow these steps and change settings.
 - Windows 7:
 1. From the Start menu, select Devices and Printers.
 2. Right-click the icon of your printer and click Printer Properties. The printer properties dialog box opens.
 3. Click the Advanced tab.
 4. Select Spool print documents so program finishes printing faster.
 5. Select Start printing after last page is spooled.
 6. After printing, return the setting on the Advanced tab to Start printing immediately.
 - Windows Vista:
 1. From the Start menu, select Control Panel.
 2. Click Printers.
 3. Right-click the icon of your printer and click Properties. The printer properties dialog box opens.
 4. Click the Advanced tab.
 5. Select Spool print documents so program finishes printing faster.
 6. Select Start printing after last page is spooled.
 7. After printing, return the setting on the Advanced tab to Start printing immediately.
- To cancel while printing, select the printer icon on the taskbar and click Cancel Printing.

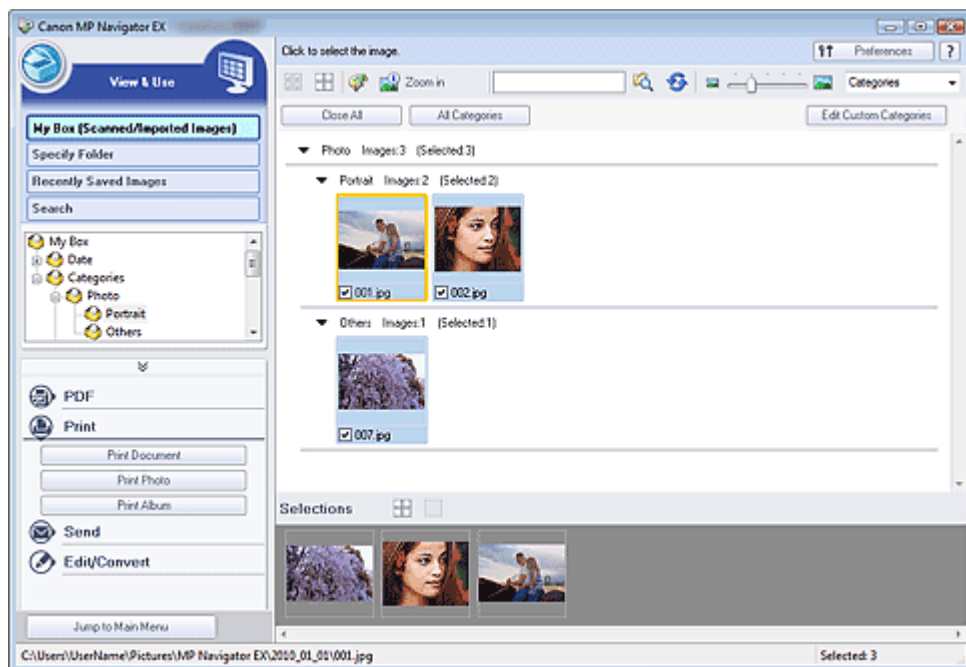
On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Printing Photos

MP Navigator EX

Printing Photos

You can print photos using MP Navigator EX. After scanning documents and saving them, open the View & Use window to select how you want to print the photos.



Note

- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ [Opening Images Saved on a Computer](#)

When Printing Photos Using Easy-PhotoPrint EX

You can use Easy-PhotoPrint EX (application that accompanies Canon inkjet printer) to print scanned photos at high quality or to layout and print images.

1. Select images and click Print.
2. Click Print Photo or Print Album on the list.
Easy-PhotoPrint EX starts. For details, refer to the help file of Easy-PhotoPrint EX.

Important

- Supported as of 2010. Application is subject to change.

Note

- If Easy-PhotoPrint EX is not installed, print with MP Navigator EX.

When Printing Photos Using MP Navigator EX

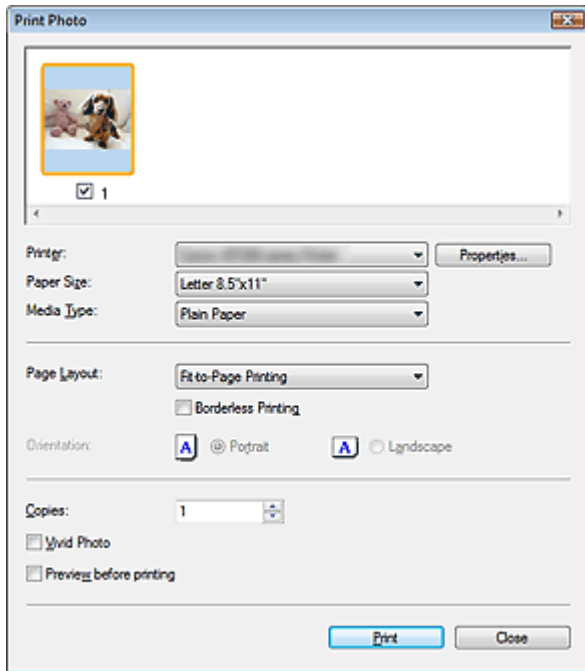
1. Select images and click Print.

2. Click Print Photo on the list.

3. Specify print settings as required.

In the displayed dialog box, specify paper size, print count, etc.

➔ Print Photo Dialog Box



4. Click Print.

Starts printing.

Note

- To cancel while printing, select the printer icon on the taskbar and click Cancel Printing.

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On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Sending via E-mail

MP Navigator EX

Sending via E-mail

Send scanned images via e-mail.

Important

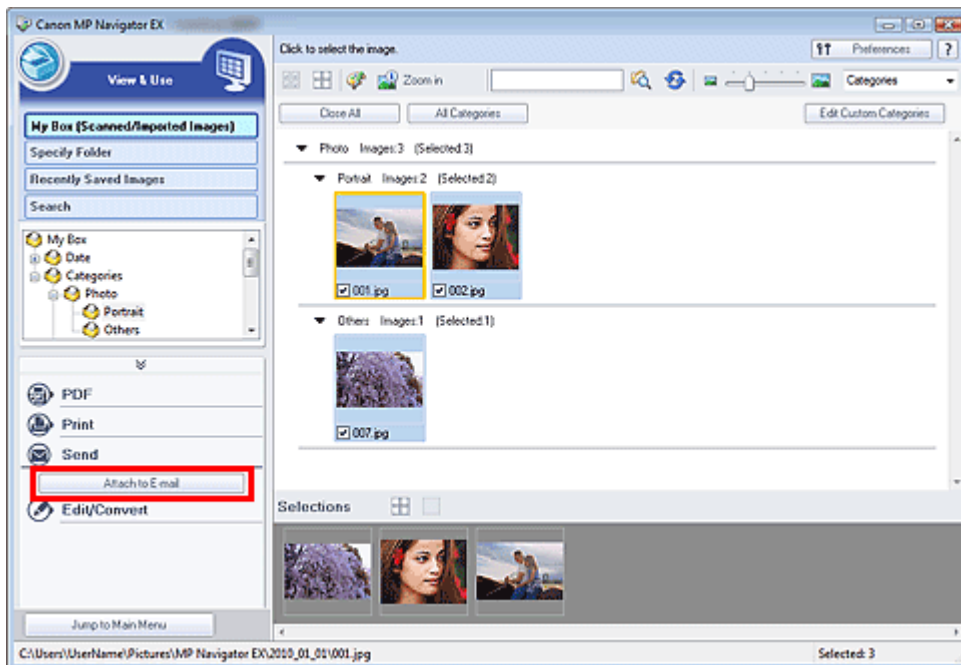
- MP Navigator EX is compatible with the following e-mail software programs:
 - Windows Mail (Windows Vista)
 - Outlook Express (Windows XP/Windows 2000)
 - Microsoft Outlook
 (If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen and select images.

Note

- Only PDF and JPEG files can be attached to e-mail.
- See "[Let's Try Scanning](#)" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ [Opening Images Saved on a Computer](#)

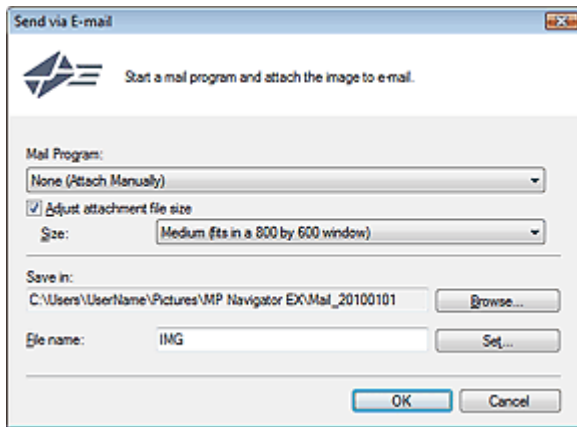
2. Click Send, then click Attach to E-mail on the list.



3. Set save options as required.

Specify the destination folder and file name.

➔ [Send via E-mail Dialog Box](#)



Note

- You can select a compression type when sending JPEG images via e-mail. Click Set... to open a dialog box and select a compression type from High(Low Compression), Standard or Low(High Compression).

4. Click OK.

Files are saved according to the settings, and the e-mail software program starts.

5. Specify the recipient, enter the subject and message, then send e-mail.

For details, refer to the manual of the e-mail software program.

[Page top](#)

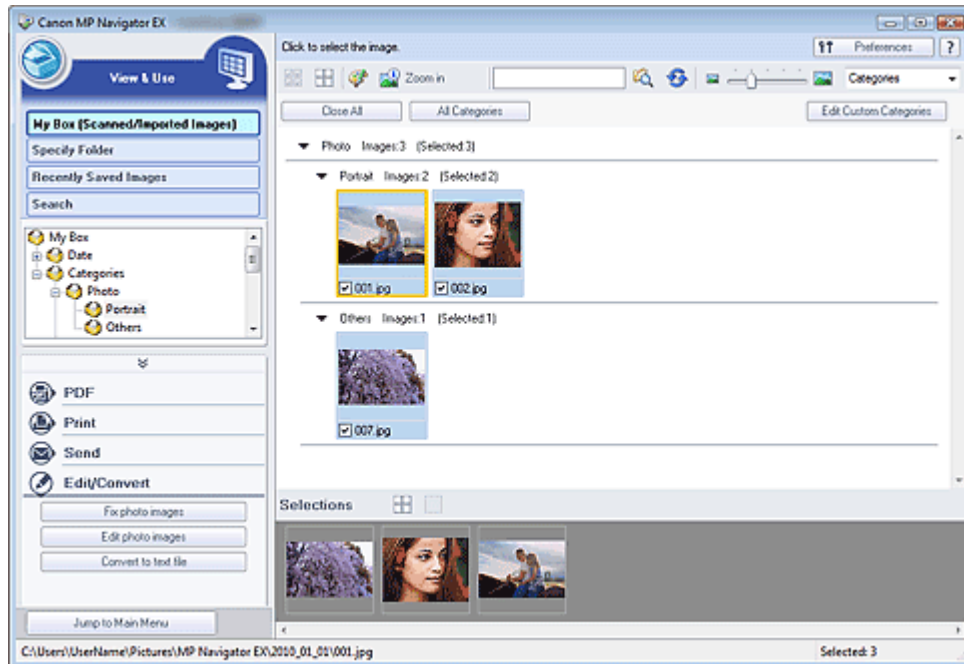
On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Editing Files

MP Navigator EX

Editing Files

You can edit images or convert them to text using MP Navigator EX or an application that accompanies the machine. After scanning documents and saving them, open the View & Use window to select what you want to do with the images.



Note

- See "Let's Try Scanning" to scan images into MP Navigator EX.
- You can also select images saved on a computer.
 - ➔ Opening Images Saved on a Computer

Correcting Photo Images

You can correct/enhance images in the Correct/Enhance Images window.

1. Select images and click Edit/Convert.
2. Click Fix photo images on the list.
The Correct/Enhance Images window opens.
3. Correct/enhance images in the Correct/Enhance Images window.

Note

- See "Correct/Enhance Images Window" for details on the Correct/Enhance Images window.
- See the corresponding sections below for correcting/enhancing images.
 - ➔ Correcting/Enhancing Images Automatically
 - ➔ Correcting/Enhancing Images Manually

Editing Photograph Images

You can enhance images or correct colors using ArcSoft PhotoStudio.

© ArcSoft, Inc. All rights reserved for PhotoStudio.

1. Select images and click Edit/Convert.
2. Click Edit photo images on the list.
ArcSoft PhotoStudio starts.
3. Edit the images in ArcSoft PhotoStudio.
For details, refer to the ArcSoft PhotoStudio manual.

Converting Documents to Text

Scan text in scanned magazines and newspapers and display it in Notepad (included with Windows).

Important

- PDF files cannot be converted to text.

1. Select images and click Edit/Convert.
2. Click Convert to text file on the list.
Notepad (included with Windows) starts and editable text appears.

Note

- Only text written in languages that can be selected on the General tab can be extracted to Notepad (included with Windows). Click Set... on the General tab and specify the language according to the language of the document to be scanned.
When scanning multiple documents, you can collect the extracted text into one file.
➔ **General Tab**
- Text displayed in Notepad (included with Windows) is for guidance only. Text in the image of the following types of documents may not be detected correctly.
 - Documents containing text with font size outside the range of 8 points to 40 points (at 300 dpi)
 - Slanted documents
 - Documents placed upside down or documents with text in the wrong orientation (rotated characters)
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with narrow line spacing
 - Documents with colors in the background of text
 - Documents containing multiple languages

On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Setting Passwords for PDF Files

MP Navigator EX

Setting Passwords for PDF Files

Set passwords for opening, editing and printing PDF files.

You can set two passwords: one for opening the file and one for editing/printing it.

Important

- In Windows 2000, Internet Explorer 5.5 Service Pack 2 or later is required to use this function.
- You will not be able to open/edit the file if you forget the password. Record your passwords in a safe place for future reference.
- Password-protected PDF files cannot be opened in applications not supporting PDF security.
- In some applications, the commands (print, edit, etc.) restricted by Permissions Password may differ from those in MP Navigator EX.
- Password-protected PDF files cannot be searched by text from the "View & Use Window."

1. Scan documents into MP Navigator EX, then click Save as PDF file.
Alternatively, edit existing files in the Create/Edit PDF file window, then click Save Selected Pages or Save All Pages.

The Save as PDF file dialog box opens.

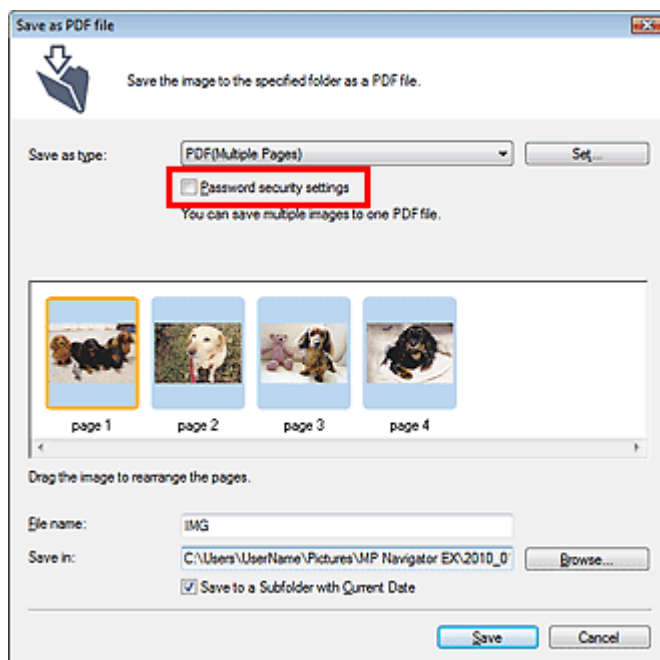
Important

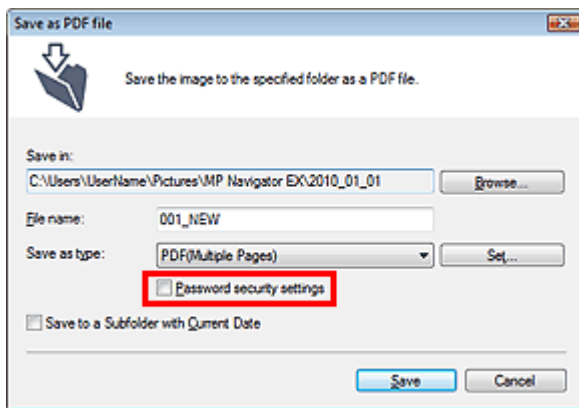
- Passwords cannot be set when images are automatically saved after scanning, such as when scanning from the One-click Mode screen or scanning using the buttons on the machine (Scanner Buttons).

Note

- See "Let's Try Scanning" to scan images.
- See "Creating/Editing PDF Files" to create PDF files from existing images or to edit files.

2. Select the Password security settings checkbox.

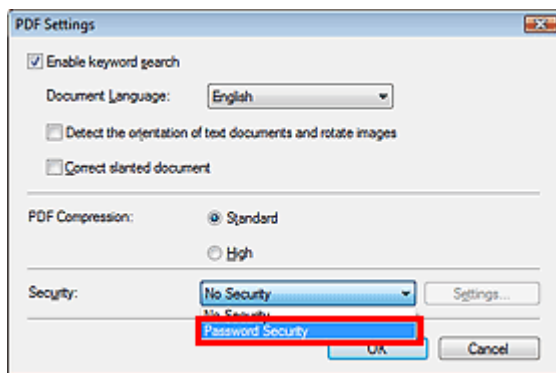




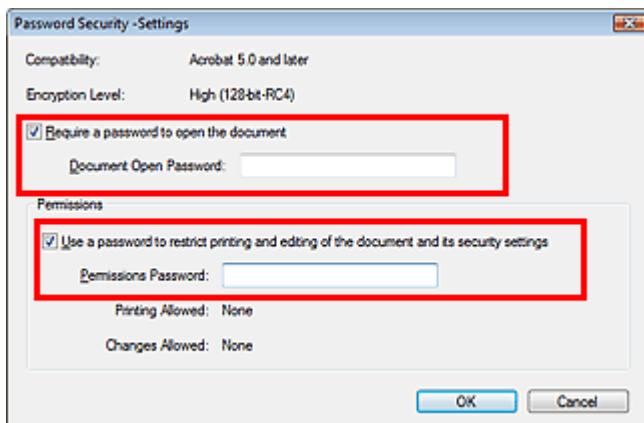
The Password Security -Settings dialog box opens.

Note

- You can also open the Password Security -Settings dialog box by clicking Set..., then selecting Password Security for Security in the PDF Settings dialog box.



- Select the Require a password to open the document or Use a password to restrict printing and editing of the document and its security settings checkbox, then enter a password.



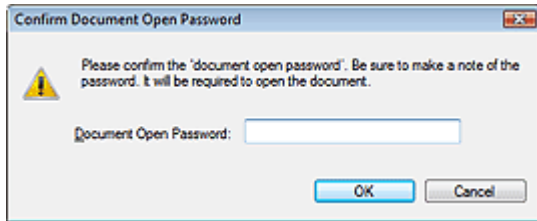
Important

- Up to 32 single-byte alphanumeric characters can be used for the password. Passwords are case sensitive.
- Select both checkboxes to set both Document Open Password and Permissions Password. You cannot use the same password for both.

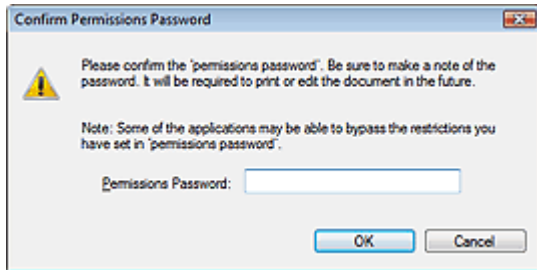
- Click OK.

The Confirm Document Open Password or Confirm Permissions Password dialog box opens.

Document Open Password



Permissions Password



5. Re-enter the password and click OK.

The Save as PDF file dialog box returns.

Important

- If you close the Save as PDF file dialog box without clicking Save, the settings in the Password Security -Settings dialog box will be deleted.
- Passwords are deleted once the file is edited. Reset the passwords when saving edited files.

Note

- If you set the passwords via the PDF Settings dialog box, the PDF Settings dialog box returns. Click OK. The Save as PDF file dialog box returns.

6. Click Save.

Files are saved according to the settings.

Related Topic

- ▶ [Opening/Editing Password-protected PDF Files](#)

On-screen Manual

On-screen Manual > Scanning Guide > Utilizing Images in MP Navigator EX > Opening/Editing Password-protected PDF Files

MP Navigator EX

Opening/Editing Password-protected PDF Files

Enter a password to open or edit/print password-protected PDF files.

Password entry method varies by operation. The following procedures are examples only.

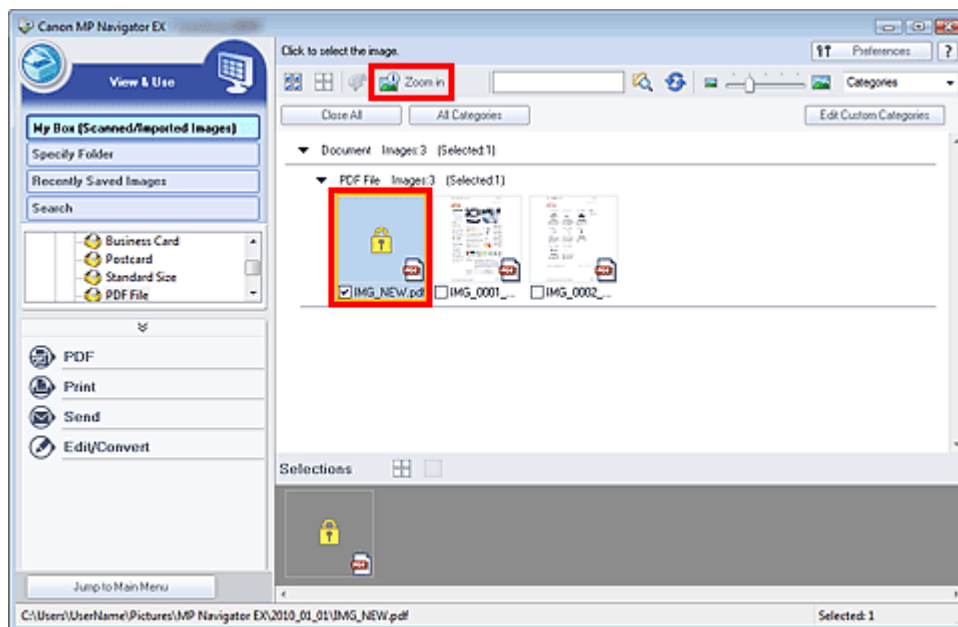
Important

- You can open, edit or print only PDF files whose passwords were set with MP Navigator EX. You cannot edit PDF files edited in other applications or whose passwords were set with other applications. Only MP Navigator EX version 1.1 and 2.0 or later supports opening, editing and printing password-protected PDF files.
- In Windows 2000, Internet Explorer 5.5 Service Pack 2 or later is required to open, edit or print password-protected PDF files.
- Passwords are case sensitive.
- You can create or edit up to 99 pages at one time using MP Navigator EX.

Entering a Password to Open a File

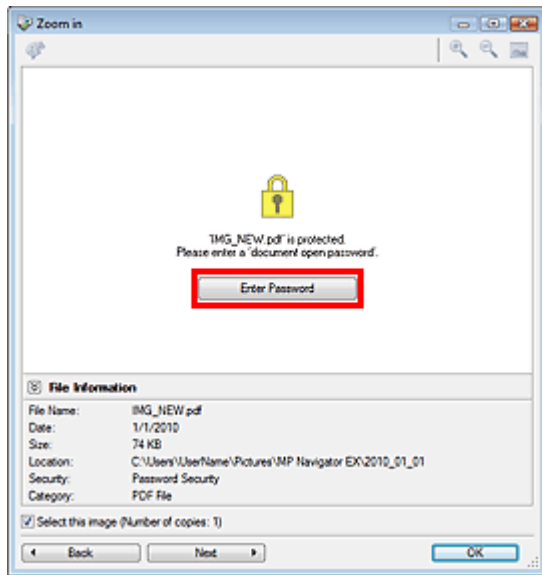
1. In the View & Use window, select the PDF file you want to open and click  Zoom in.

Alternatively, double-click the PDF file.

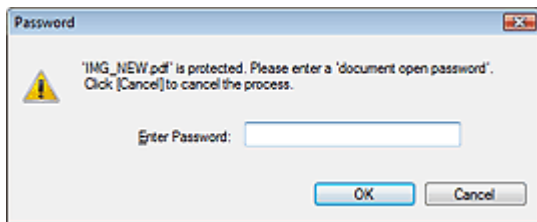


Note

- Only the Document Open Password will be required. The Permissions Password will not be required.
- If the Zoom in dialog box with a lock icon opens, click Enter Password.



2. The Password dialog box opens. Enter the password and click OK.



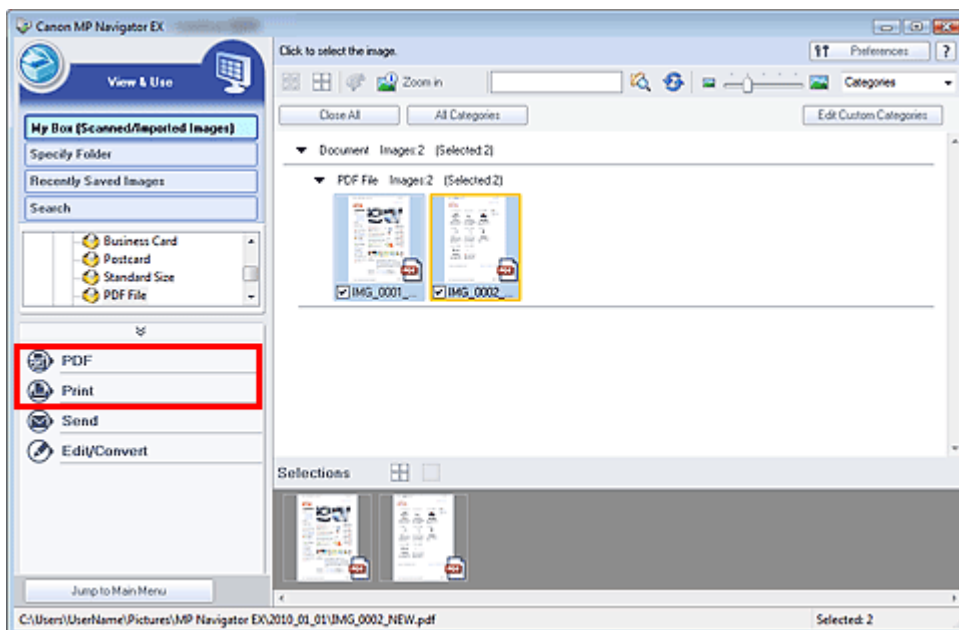
The PDF file opens in the Zoom in dialog box.

Note

- To reopen the file after closing the Zoom in dialog box, re-enter the password.

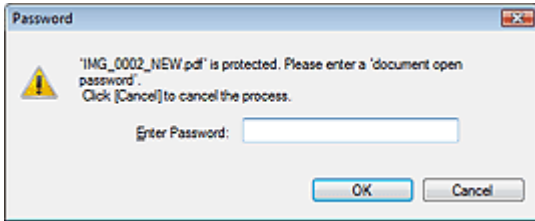
Entering a Password (Permissions Password) to Edit or Print a File

1. In the View & Use window, select PDF files and click PDF or Print.



2. To create a PDF file or edit the file, select Create/Edit PDF file on the list. To print the file, click Print Document.

In the Password dialog box, you will be prompted to enter a password.



Note

- If the Document Open Password is set as well, the Document Open Password will be required, then the Permissions Password will be required.

3. Enter the password and click OK.

The corresponding dialog box opens.

Important

- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
➔ [Setting Passwords for PDF Files](#)

Related Topic

- ▶ [Setting Passwords for PDF Files](#)

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens

MP Navigator EX

MP Navigator EX Screens

Learn about the screens and functions of MP Navigator EX.

Scan/Import Documents or Images Tab

- ➔ Photos/Documents (Platen) Screen (Scan/Import Window)
 - Scan Settings Dialog Box (Photos/Documents)
 - Save Dialog Box
 - Save as PDF file Dialog Box
- ➔ Film Screen (Scan/Import Window)
 - Scan Settings Dialog Box (Film)

View & Use Images on your Computer Tab

- ➔ View & Use Window
 - Create/Edit PDF file Window
 - Print Document Dialog Box
 - Print Photo Dialog Box
 - Send via E-mail Dialog Box
 - Correct/Enhance Images Window

Custom Scan with One-click Tab / One-click Mode Screen

- ➔ Auto Scan Dialog Box
- ➔ Save Dialog Box (One-click Mode Screen)
 - Scan Settings Dialog Box
- ➔ Copy Dialog Box
- ➔ Print Dialog Box
- ➔ Mail Dialog Box
- ➔ OCR Dialog Box
- ➔ Scan Dialog Box
- ➔ PDF Dialog Box

Preferences Dialog Box

- ➔ General Tab
- ➔ Scanner Button Settings Tab

On-screen Manual

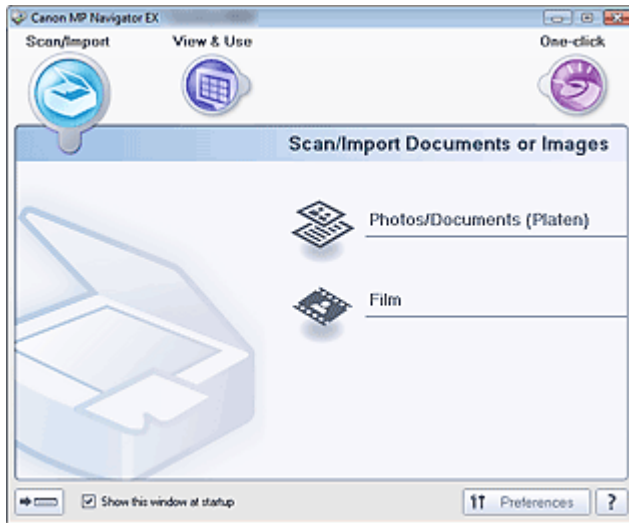
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Navigation Mode Screen

MP Navigator EX

Navigation Mode Screen

This is one of the startup screens of MP Navigator EX.

Point to the icon at the top of the screen to display each tab. Use each tab depending on what you want to do.



- **Scan/Import**

Scan photos and documents.

➔ [Scan/Import Documents or Images Tab](#)

- **View & Use**

You can open images saved on a computer and print them or attach them to e-mail. You can also edit them using an application that accompanies the machine.

➔ [View & Use Images on your Computer Tab](#)

- **One-click**

You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.

➔ [Custom Scan with One-click Tab](#)



- **(Switch Mode)**

Switches to One-click Mode screen. In the One-click Mode screen, you can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.

➔ [One-click Mode Screen](#)

- **Show this window at startup**

Select this checkbox to open the Main Menu at startup. If this checkbox is not selected, the last used screen appears.



Preferences

- **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

➔ [Preferences Dialog Box](#)



- **(Guide)**

Opens this guide.

On-screen Manual

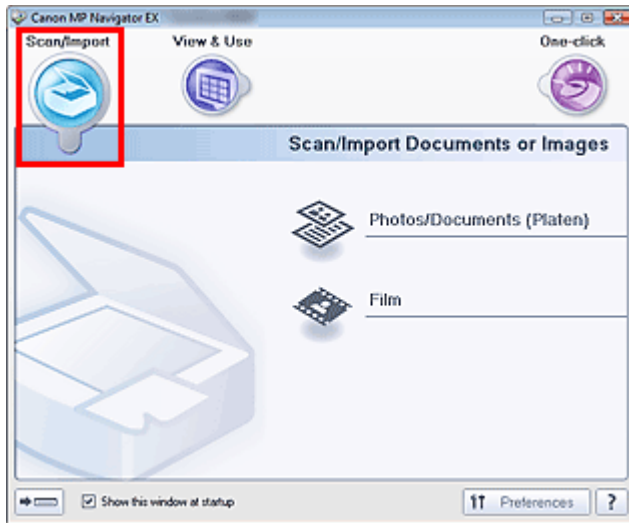
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Scan/Import Documents or Images Tab

MP Navigator EX

Scan/Import Documents or Images Tab

Point to Scan/Import in the Navigation Mode screen to display the Scan/Import Documents or Images tab.

Scan photos, documents and film.



- **Photos/Documents (Platen)**

Opens the Scan/Import window. Scan photos and documents placed on the Platen.

➔ [Photos/Documents \(Platen\) Screen \(Scan/Import Window\)](#)

- **Film**

Opens the Scan/Import window. Scan film placed on the Platen.

➔ [Film Screen \(Scan/Import Window\)](#)

-  **(Switch Mode)**

Switches to One-click Mode screen. In the One-click Mode screen, you can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.

➔ [One-click Mode Screen](#)

- **Show this window at startup**

Select this checkbox to open the Main Menu at startup. If this checkbox is not selected, the last used screen appears.

-  **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

➔ [Preferences Dialog Box](#)

-  **(Guide)**

Opens this guide.

On-screen Manual

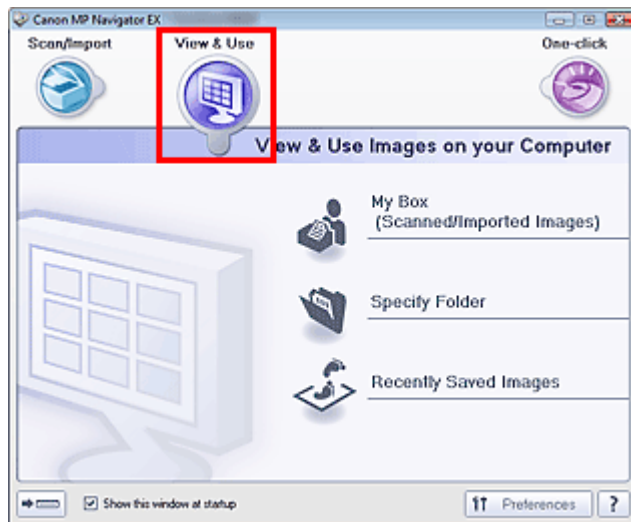
On-screen Manual > Scanning Guide > MP Navigator EX Screens > View & Use Images on your Computer Tab

MP Navigator EX

View & Use Images on your Computer Tab

Point to View & Use in the Navigation Mode screen to display the View & Use Images on your Computer tab.

You can open images saved on a computer and print them or attach them to e-mail. You can also edit them using an application that accompanies the machine.



- **My Box (Scanned/Imported Images)**

Opens the View & Use window with My Box (Scanned/Imported Images) selected.

You can open and use images saved in My Box.

My Box is a specific folder for saving images scanned with MP Navigator EX.

Note

- The following folders are specified by default.
 - Windows 7: MP Navigator EX folder in My Pictures folder
 - Windows Vista: MP Navigator EX folder in Pictures folder
 - Windows XP: MP Navigator EX folder in My Pictures folder
 - Windows 2000: MP Navigator EX folder in My Pictures folder

- **Specify Folder**

Opens the View & Use window with Specify Folder selected.

You can open and use images saved in specific folders.

- **Recently Saved Images**

Opens the View & Use window with Recently Saved Images selected.

You can open and use "Scanned/Imported Images" and images that have been "Attached to E-mail" or "Sent to Application" recently.

➔ [View & Use Window](#)


-  **(Switch Mode)**

Switches to One-click Mode screen. In the One-click Mode screen, you can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.

➔ [One-click Mode Screen](#)

- **Show this window at startup**

Select this checkbox to open the Main Menu at startup. If this checkbox is not selected, the last used screen appears.

-  **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

[➔ Preferences Dialog Box](#)

-  (Guide)

Opens this guide.

Related Topic

[▶ Opening Images Saved on a Computer](#)

[Page top](#) 

On-screen Manual

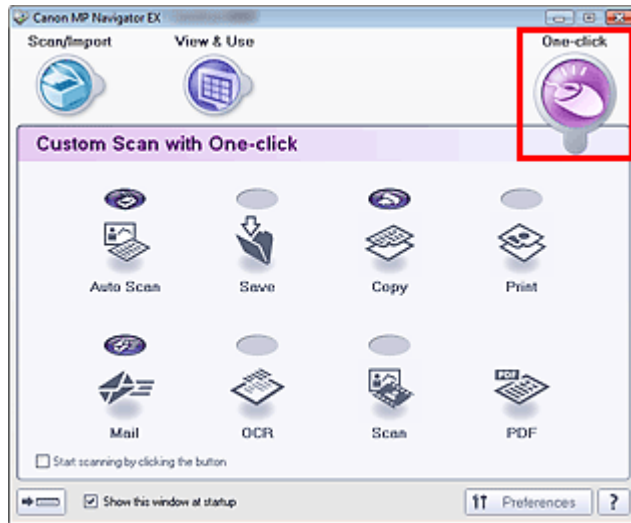
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Custom Scan with One-click Tab

MP Navigator EX

Custom Scan with One-click Tab

Point to One-click in the Navigation Mode screen to display the Custom Scan with One-click tab.

You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.



- **Auto Scan**

Scan documents by automatically detecting the document type. File format is automatically set. Files are saved to a computer.

When you click this icon, the Auto Scan dialog box opens and you can specify the save settings.

➔ [Auto Scan Dialog Box](#)

- **Save**

Scan documents or photos and save them to a computer. The document type can be detected automatically.

When you click this icon, the Save dialog box opens and you can specify the scan/save settings.

➔ [Save Dialog Box \(One-click Mode Screen\)](#)

- **Copy**

Scan and print documents.

When you click this icon, the Copy dialog box opens and you can specify the scan/print settings.

➔ [Copy Dialog Box](#)

- **Print**

Scan documents and print them after specifying the paper, printing method, size, etc. This is useful when you want to copy/enlarge printed photographs.

When you click this icon, the Print dialog box opens. You can specify the scan/print settings and print on a printer.

➔ [Print Dialog Box](#)

- **Mail**

Scan documents or photos and attach them to e-mail.

When you click this icon, the Mail dialog box opens and you can specify the scan/save and e-mail software program settings.

➔ [Mail Dialog Box](#)

- **OCR**

Scan text documents then extract text in the image and display it in Notepad (included with Windows).

When you click this icon, the OCR dialog box opens and you can specify the scan/save settings.

➔ [OCR Dialog Box](#)

- **Scan**

Scan documents/photos and open them in a specified application. The document type can be automatically detected.

When you click this icon, the Scan dialog box opens and you can specify the scan/save and application settings.

➔ [Scan Dialog Box](#)

- **PDF**

Scan documents and save them as PDF files.

When you click this icon, the PDF dialog box opens and you can specify the scan/save and application settings.

➔ [PDF Dialog Box](#)



- **AUTO SCAN button**

This icon indicates which MP Navigator EX function is assigned to the AUTO SCAN button on the machine (Scanner Button). The AUTO SCAN button icon appears above the assigned function.



- **COPY button**

This icon indicates which MP Navigator EX function is assigned to the COPY button on the machine (Scanner Button). The COPY button icon appears above the assigned function.



- **E-MAIL button**

This icon indicates which MP Navigator EX function is assigned to the E-MAIL button on the machine (Scanner Button). The E-MAIL button icon appears above the assigned function.

- **Start scanning by clicking the button**

Select this checkbox and click an icon to start scanning immediately.



- **(Switch Mode)**

Switches to One-click Mode. The One-click Mode screen appears.

➔ [One-click Mode Screen](#)

- **Show this window at startup**

Select this checkbox to open the Main Menu at startup. If this checkbox is not selected, the last used screen appears.



Preferences

- **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

➔ [Preferences Dialog Box](#)



- **(Guide)**

Opens this guide.

Important

- The following restrictions apply when you scan with Document Type set to Auto Mode in the Save, Print or Scan dialog box.
When you want to convert text in the scanned image to text data, specify Document Type (do not select Auto Mode).

Related Topic

- ▶ [Easy Scanning with One-click](#)

On-screen Manual

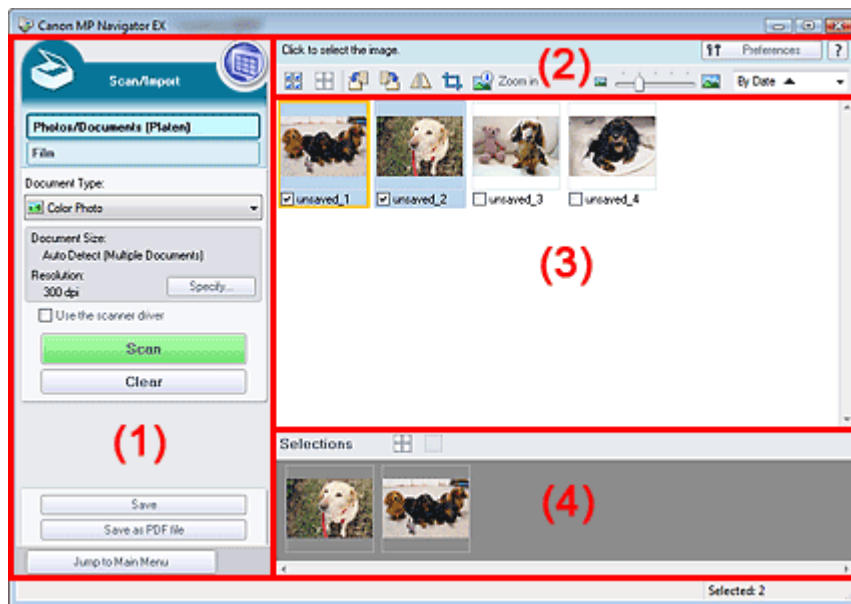
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Photos/Documents (Platen) Screen (Scan/Import Window)

MP Navigator EX

Photos/Documents (Platen) Screen (Scan/Import Window)


Point to Scan/Import in the Navigation Mode screen and click Photos/Documents (Platen) to open the Photos/Documents (Platen) screen (Scan/Import window).

Open this window to scan documents from the Platen.



- (1) Settings and Operation Buttons
- (2) Toolbar
- (3) Thumbnail Window
- (4) Selected Images Area

Settings and Operation Buttons

-  **(View & Use)**
Click this when you want to open images and PDF files saved on your computer. The View & Use window opens.
➔ [View & Use Window](#)
- **Photos/Documents (Platen)**
Displays the screen for scanning photos, documents, magazines and other printed materials.
- **Film**
Click this when you want to scan film. The screen for scanning film appears.
➔ [Film Screen \(Scan/Import Window\)](#)
- **Document Type**
Select the type of document to be scanned.
Scanning photos: Color Photo or Black and White Photo
Scanning text documents: Color Document, Black and White Document or Text(OCR)
Scanning magazines: Magazine(Color)

 **Important**

- You cannot select Document Type if the Use the scanner driver checkbox is selected.

- **Specify...**

Specify the document size, resolution, and other advanced scan settings.

➔ [Scan Settings Dialog Box \(Photos/Documents\)](#)

Important

- Specify... is not available if the Use the scanner driver checkbox is selected.

- **Use the scanner driver**

Select this checkbox when you want to scan with ScanGear (scanner driver). Use ScanGear to correct images and adjust colors when scanning.

- **Scan**

Scanning starts.

Note

- This button changes to Open Scanner Driver when you select the Use the scanner driver checkbox.

- **Open Scanner Driver**

ScanGear starts.

See "[ScanGear \(Scanner Driver\) Screens](#)" for details on ScanGear screens.

Note

- This button changes to Scan when you deselect the Use the scanner driver checkbox.

- **Clear**

Delete all images in the Thumbnail window.

Note

- Images not saved on a computer will be deleted. To keep important images, use Save or other methods to save them to a computer before clicking Clear.

- **Save**

Save the selected images. Click to open the Save dialog box and specify the save settings.

➔ [Save Dialog Box](#)

- **Save as PDF file**

Save the selected images as PDF files. Click to open the Save as PDF file dialog box and specify the save settings.

➔ [Save as PDF file Dialog Box](#)

-  **Jump to Main Menu**

Jumps to the Main Menu.

Toolbar

-  **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

➔ [Preferences Dialog Box](#)









-  **(Guide)**

Opens this guide.

- **Edit Tools**

-  **(Select All)**

Selects all images in the Thumbnail window.

-  **(Cancel All)**
Cancels all image selections in the Thumbnail window.
-  **(Rotate Left)**
Rotates the target image (outlined in orange) 90 degrees counter-clockwise.
-  **(Rotate Right)**
Rotates the target image (outlined in orange) 90 degrees clockwise.
-  **(Invert)**
Inverts the target image (outlined in orange) horizontally.
-  **(Trimming)**
Trims the target image (outlined in orange). Trimming is the act of selecting the area you want to keep in a photo and discarding the rest. Click this button to open the Crop window and specify the trimming frame.
-  **Zoom in**
Enlarges the target image (outlined in orange). You can also enlarge the image by double-clicking it.
-  **(Display Size)**
Changes the size of images in the Thumbnail window.
-  **(Sort by)**
Sorts the images in the Thumbnail window by category or by date (ascending or descending).

Thumbnail Window

- **Thumbnail Window**

Scanned images are displayed.

When you select the checkbox of an image, the image appears in the Selected Images area.

Note

- Thumbnails may appear as "?" when there is not enough memory to display the images.

When Images are Sorted by Categories

- **Close All / Open All**

You can hide or show all images in the displayed categories.

-  **Close All**

Hides all images.


-  **Open All**


Displays all images.

Note

- When you click Close All, the button changes to Open All.

Selected Images Area

-  **(Cancel All)**
Cancels the selection of all images in the Selected Images area.

-  **(Cancel Selection)**
Cancels the selection of the target image (outlined in orange) in the Selected Images area.
- **Selected Images Area**
Images selected in the Thumbnail window are displayed.

Related Topic

- ▶ [Scanning Photos and Documents](#)

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On-screen Manual

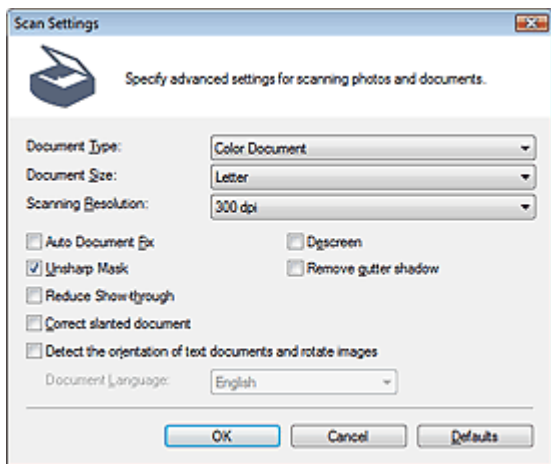
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Scan Settings Dialog Box (Photos/Documents)

MP Navigator EX

Scan Settings Dialog Box (Photos/Documents)

The Scan Settings dialog box opens when you click Specify... in the Scan/Import window.

In the Scan Settings dialog box, you can make advanced scan settings.



• Document Type

Select the type of document to be scanned.

Scanning photos: Color Photo or Black and White Photo

Scanning text documents: Color Document, Black and White Document or Text(OCR)

Scanning magazines: Magazine(Color)

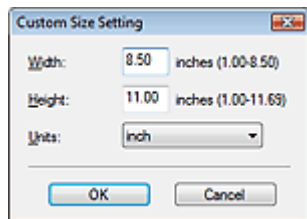
► Important

- To scan correctly, select a document type that matches the document to be scanned.

• Document Size

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



► Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.
- You cannot select Auto Detect (Multiple Documents) or Auto Detect when Document Type is Text(OCR).

• Scanning Resolution

Select the resolution at which to scan documents.

➔ Resolution

📖 Note

- The following scanning resolutions can be specified when Document Type is Text(OCR).
300 dpi / 400 dpi

- **Auto Photo Fix / Auto Document Fix**

The displayed item varies by Document Type.

- **Auto Photo Fix**

This is displayed when Document Type is Color Photo. Select this checkbox to automatically analyze the captured scene (landscape, night scene, etc.) and apply suitable corrections.

- **Auto Document Fix**

This is displayed when Document Type is Color Document, Black and White Document or Magazine(Color). Select this checkbox to sharpen text in a document or magazine for better readability.

Important

- When this checkbox is selected, the files can be saved in JPEG/Exif or PDF format only.
- Scanning may take longer than usual when this checkbox is selected.
- You cannot select this checkbox when Document Type is Black and White Photo or Text(OCR).
- The color tone may change from the source image due to corrections. In that case, deselect the checkbox and scan.

- **Descreen**

Select this checkbox to reduce moire patterns.

Printed photos and pictures are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned. Descreen is the function for reducing this moire effect.

Important

- You cannot select this checkbox when Document Type is Color Photo, Black and White Photo or Text(OCR).

Note

- Scanning takes longer than usual when you enable Descreen.

- **Unsharp Mask**

Select this checkbox to emphasize the outline of the subjects and sharpen the image.

Important

- You cannot select this checkbox when Document Type is Text(OCR).

- **Remove gutter shadow**

Select this checkbox to correct shadows that appear between pages when scanning open booklets.

Important

- You cannot select this checkbox when Auto Detect, Auto Detect (Multiple Documents) or Stitch Assist is selected for Document Size.
- Align the document correctly with the alignment mark on the Platen.

Note

- Use ScanGear (scanner driver)'s Advanced Mode tab to correct gutter shadows when scanning non-standard size documents or when custom cropping frames are set.
For details, see Gutter Shadow Correction in "[Image Settings](#)" (ScanGear's Advanced Mode tab).

- **Reduce Show-through**

Select this checkbox to sharpen text in a document or reduce show-through in newspapers.

Important

- You cannot select this checkbox when Document Type is Color Photo, Black and White Photo or

Text(OCR).

Note

- Select this checkbox when Document Type is text document and show-through is apparent in the scanned image.

• **Correct slanted document**

Select this checkbox to detect the scanned text and correct the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

Important

- You cannot select this checkbox when Document Type is Color Photo or Black and White Photo.
- You cannot select this checkbox when Document Size is Stitch Assist.
- The inclination of the following types of documents may not be corrected, as the text cannot be detected correctly.
 - Documents in which the text lines are inclined more than 10 degrees or the angles vary by line
 - Documents containing both vertical and horizontal text
 - Documents with extremely large or small fonts
 - Documents with small amount of text
 - Documents containing figures/images or hand-written text
 - Documents containing both vertical and horizontal lines (tables)

Note

- Scanning takes longer than usual when you enable Correct slanted document.

• **Detect the orientation of text documents and rotate images**

Select this checkbox to detect the orientation of the document from the scanned text and rotate the scanned image to the correct orientation. Select the language of the document to be scanned in Document Language.

Important

- You cannot select this checkbox when Document Type is Color Photo or Black and White Photo.
- You cannot select this checkbox when Document Size is Stitch Assist.
- This function may not work properly depending on the document language. Only text documents written in languages that can be selected from Document Language are supported.
- The orientation of the following types of documents may not be corrected, as the text cannot be detected correctly. In that case, select the scanned image in the Thumbnail window of the " [Photos/Documents \(Platen\) Screen \(Scan/Import Window\)](#) " and rotate it with Edit Tools.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

Note

- Scanning takes longer than usual when you enable Detect the orientation of text documents and rotate images.

• **Document Language**

Select the language of the document to be scanned.

Important

- You cannot select this checkbox when Document Type is Color Photo or Black and White Photo.
- You cannot select this checkbox when Document Size is Stitch Assist.

• **Defaults**

Restores the default settings.

On-screen Manual

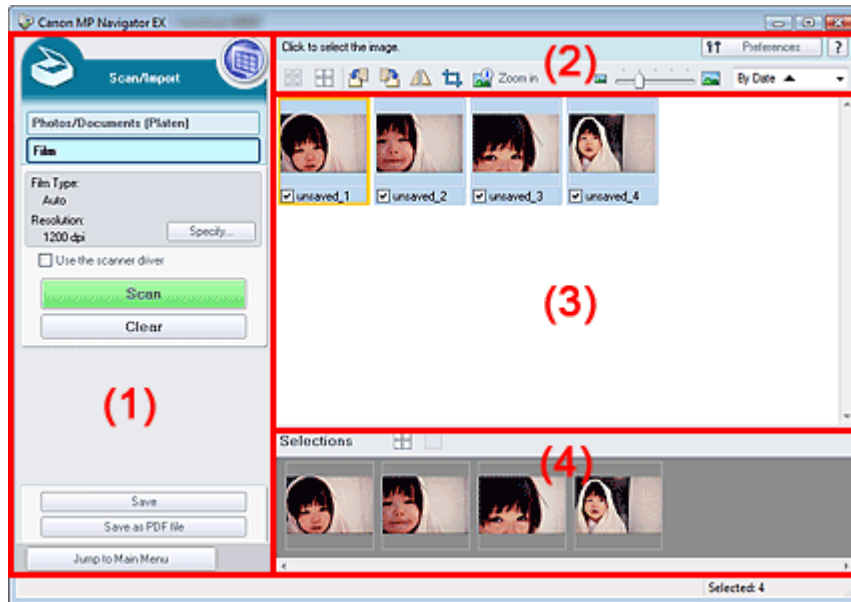
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Film Screen (Scan/Import Window)

MP Navigator EX

Film Screen (Scan/Import Window)


Point to Scan/Import in the Navigation Mode screen and click Film, or click Film in the Scan/Import window to open the Film screen (Scan/Import window).

Open this window to scan film from the Platen.



- (1) Settings and Operation Buttons
- (2) Toolbar
- (3) Thumbnail Window
- (4) Selected Images Area

Settings and Operation Buttons

-  **(View & Use)**
Click this when you want to open images and PDF files saved on your computer. The View & Use window opens.
➔ [View & Use Window](#)
- **Photos/Documents (Platen)**
Click this when you want to scan photos, documents, magazines and other printed materials. The screen for scanning photos and documents appears.
➔ [Photos/Documents \(Platen\) Screen \(Scan/Import Window\)](#)
- **Film**
Displays the screen for scanning film.
- **Specify...**
Specify the film type, resolution, and other advanced scan settings.
➔ [Scan Settings Dialog Box \(Film\)](#)

Important

- Specify... is not available if the Use the scanner driver checkbox is selected.

- **Use the scanner driver**

Select this checkbox when you want to scan with ScanGear (scanner driver). Use ScanGear to correct images and adjust colors when scanning.

- **Scan**

Scanning starts.



Note

- This button changes to Open Scanner Driver when you select the Use the scanner driver checkbox.

- **Open Scanner Driver**

ScanGear starts.

See "[ScanGear \(Scanner Driver\) Screens](#)" for details on ScanGear screens.



Note

- This button changes to Scan when you deselect the Use the scanner driver checkbox.

- **Clear**

Delete all images in the Thumbnail window.



Note

- Images not saved on a computer will be deleted. To keep important images, use Save or other methods to save them to a computer before clicking Clear.

- **Save**

Save the selected images. Click to open the Save dialog box and specify the save settings.

➔ [Save Dialog Box](#)

- **Save as PDF file**

Save the selected images as PDF files. Click to open the Save as PDF file dialog box and specify the save settings.

➔ [Save as PDF file Dialog Box](#)

-  **Jump to Main Menu**

Jumps to the Main Menu.

Toolbar

-  **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

➔ [Preferences Dialog Box](#)

-  **(Guide)**

Opens this guide.

- **Edit Tools**

-  **(Select All)**







Selects all images in the Thumbnail window.

-  **(Cancel All)**

Cancels all image selections in the Thumbnail window.

-  **(Rotate Left)**

Rotates the target image (outlined in orange) 90 degrees counter-clockwise.

-  **(Rotate Right)**
Rotates the target image (outlined in orange) 90 degrees clockwise.
-  **(Invert)**
Inverts the target image (outlined in orange) horizontally.
-  **(Trimming)**
Trims the target image (outlined in orange). Trimming is the act of selecting the area you want to keep in a photo and discarding the rest. Click this button to open the Crop window and specify the trimming frame.
-  **Zoom in**
Enlarges the target image (outlined in orange). You can also enlarge the image by double-clicking it.
-  **(Display Size)**
Changes the size of images in the Thumbnail window.
-  **(Sort by)**
Sorts the images in the Thumbnail window by category or by date (ascending or descending).

Thumbnail Window

- **Thumbnail Window**

Scanned images are displayed.

When you select the checkbox of an image, the image appears in the Selected Images area.

Note

- Thumbnails may appear as "?" when there is not enough memory to display the images.

When Images are Sorted by Categories

- **Close All / Open All**

You can hide or show all images in the displayed categories.

-  **Close All**

Hides all images.



-  **Open All**

Displays all images.

Note

- When you click Close All, the button changes to Open All.

Selected Images Area

-  **(Cancel All)**
Cancels the selection of all images in the Selected Images area.
-  **(Cancel Selection)**
Cancels the selection of the target image (outlined in orange) in the Selected Images area.
- **Selected Images Area**
Images selected in the Thumbnail window are displayed.

Related Topic

▶ [Scanning Film](#)

[Page top](#) ↕

On-screen Manual

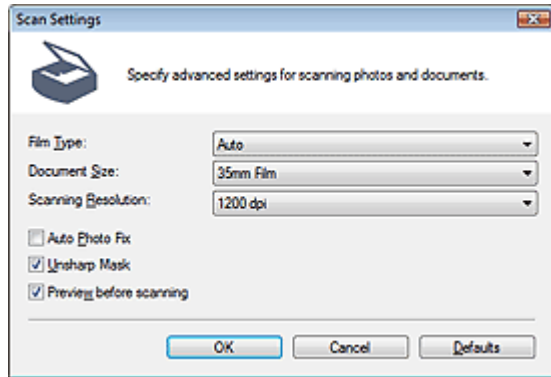
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Scan Settings Dialog Box (Film)

MP Navigator EX

Scan Settings Dialog Box (Film)

The Scan Settings dialog box opens when you click Specify... in the Scan/Import window.

In the Scan Settings dialog box, you can make advanced scan settings.



- **Film Type**

Select the type of film to be scanned.

Important

- Film may not be scanned correctly when Auto is selected. In that case, select the type of film and scan again.

Note

- To scan black and white film, it is recommended that you select Black and White Negative Film or Black and White Positive Film.

- **Document Size**

35mm Film is displayed.

Note

- To scan 120 Format Films, scan from the Advanced Mode tab of ScanGear (scanner driver).
→ [Scanning Film in Advanced Mode](#)

- **Scanning Resolution**

Select the resolution at which to scan film.

→ [Resolution](#)

- **Auto Photo Fix**

Select this checkbox to automatically analyze the captured scene (landscape, night scene, etc.) and apply suitable corrections.

Important

- When this checkbox is selected, the files can be saved in JPEG/Exif or PDF format only.
- Scanning may take longer than usual when this checkbox is selected.
- You cannot select this checkbox when Film Type is Black and White Negative Film or Black and White Positive Film.
- The color tone may change from the source image due to corrections. In that case, deselect the checkbox and scan.

- **Unsharp Mask**

Select this checkbox to emphasize the outline of the subjects and sharpen the image.

- **Preview before scanning**

Select this checkbox, then start a scan to display preview images before the actual scan. In the preview screen, click Cancel to return to the MP Navigator EX screen, or click Scan to start scanning the selected frames.

- **Defaults**

Restores the default settings.

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On-screen Manual

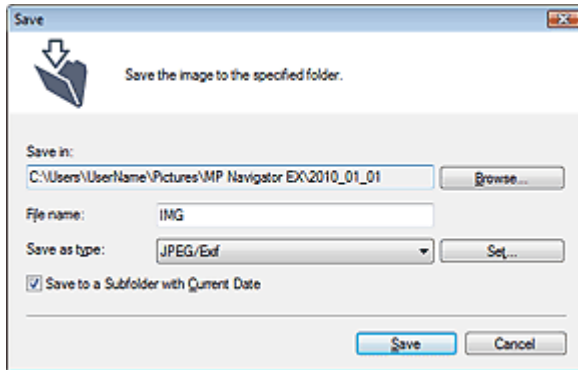
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Save Dialog Box

MP Navigator EX

Save Dialog Box

The Save dialog box opens when you click Save in the Scan/Import window.

In the Save dialog box, you can make settings for saving images to a computer.



- **Save in**

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

Select a file type to save the scanned images.

Select JPEG/Exif, TIFF or BMP.



Important

- You cannot select JPEG/Exif when Document Type is Text(OCR).
- When saving 48 bit color or 16 bit grayscale images scanned with ScanGear (scanner driver), select TIFF. If you select a format other than TIFF, they will be saved as 24 bit color or 8 bit grayscale images.
- You cannot select JPEG/Exif when Black and White is selected for Color Mode on the Advanced Mode tab of ScanGear.

- **Set...**

When Save as type is JPEG/Exif

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Save as PDF file Dialog Box

MP Navigator EX

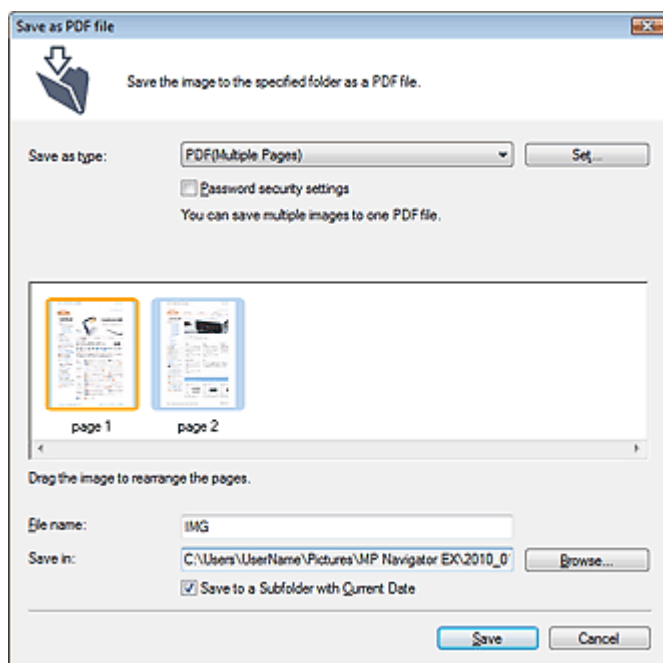
Save as PDF file Dialog Box

In the Save as PDF file dialog box, you can make advanced settings for saving scanned images as PDF files. You can save multiple documents as one PDF file or add pages to a PDF file created with MP Navigator EX.

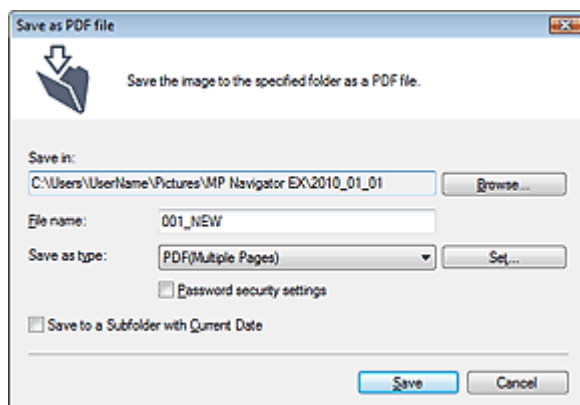
Important

- You cannot save images scanned at 10501 pixels or more in the vertical and horizontal directions.

Dialog box that opens when Save as PDF file in the Scan/Import window is clicked



Dialog box that opens when Save Selected Pages or Save All Pages is clicked in the Create/Edit PDF file window



- **Save as type**
Select a PDF file type to save the scanned images.
 - PDF

Save each of the selected images as a separate PDF file.

- **PDF(Multiple Pages)**

Save multiple images in one PDF file.



Note

- PDF(Multiple Pages) is displayed when multiple images are selected.

- **PDF(Add Page)**

Add the scanned images to a PDF file. The images are added to the end of the PDF file. You cannot rearrange the pages of the PDF file to which the images are added.



Important

- Images can only be added to PDF files created with MP Navigator EX. You cannot specify PDF files created with other applications. PDF files edited in other applications cannot be specified as well.
- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
 - ➔ [Setting Passwords for PDF Files](#)

- **Set...**

Make advanced settings for creating PDF files. See "[PDF Settings Dialog Box](#)" for details.

- **Password security settings**

Select this checkbox to open the Password Security -Settings dialog box in which you can set passwords for opening, editing and printing created PDF files.

➔ [Setting Passwords for PDF Files](#)

- **Add to**

This is displayed when you select PDF(Add Page) for Save as type and specify the PDF file to which images are added. To change the file, click Browse... to specify another one.



Important

- Images can only be added to PDF files created with MP Navigator EX. You cannot specify PDF files created with other applications. PDF files edited in other applications cannot be specified as well.

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save in**

Displays the folder in which to save the PDF files. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

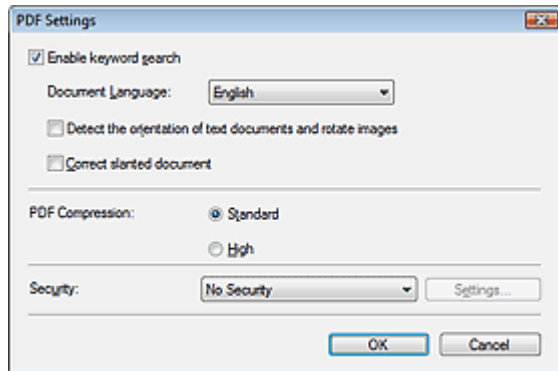
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > PDF Settings Dialog Box

MP Navigator EX

PDF Settings Dialog Box

In the PDF Settings dialog box, you can specify the PDF compression type and other advanced settings for creating PDF files.



- **Enable keyword search**

Select this checkbox to convert characters in a document to text data. This will enable an easy search by keyword.

- **Document Language**

Select the language of the document to be scanned.

- **Detect the orientation of text documents and rotate images**

Select this checkbox to detect the orientation of the document from the scanned text and rotate the scanned image to the correct orientation.

▶ Important

- This function may not work properly depending on the document language. Only text documents written in languages that can be selected from Document Language are supported.
- The orientation of the following types of documents may not be corrected, as the text cannot be detected correctly.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

- **Correct slanted document**

Select this checkbox to detect the scanned text and correct the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

▶ Important

- The inclination of the following types of documents may not be corrected, as the text cannot be detected correctly.
 - Documents in which the text lines are inclined more than 10 degrees or the angles vary by line
 - Documents containing both vertical and horizontal text
 - Documents with extremely large or small fonts
 - Documents with small amount of text
 - Documents containing figures/images or hand-written text
 - Documents containing both vertical and horizontal lines (tables)

- **PDF Compression**

Select a compression type for saving.

- **Standard**

It is recommended that you normally select this setting.

- **High**

Compresses the file size when saving, allowing you to reduce the load on your network/server.

 **Important**

- Highly compressed PDF images may degrade if you repeatedly save them with high compression.

 **Important**

- Compression type cannot be set when Color Mode is Black and White.

 **Note**

- The following images can be compressed with high efficiency.
 - Images with resolutions within the range of 75 dpi to 600 dpi

- **Security**

Set passwords for opening, editing and printing the created PDF files.

 **Important**

- In Windows 2000, Internet Explorer 5.5 Service Pack 2 or later is required to use this function.
- This function is not available when images are automatically saved after scanning, such as when scanning from the One-click Mode screen or scanning using the button on the machine (Scanner Button).

 **Note**

- Select Password Security and set passwords in the Password Security -Settings dialog box.
 - ➔ [Setting Passwords for PDF Files](#)

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > View & Use Window

MP Navigator EX

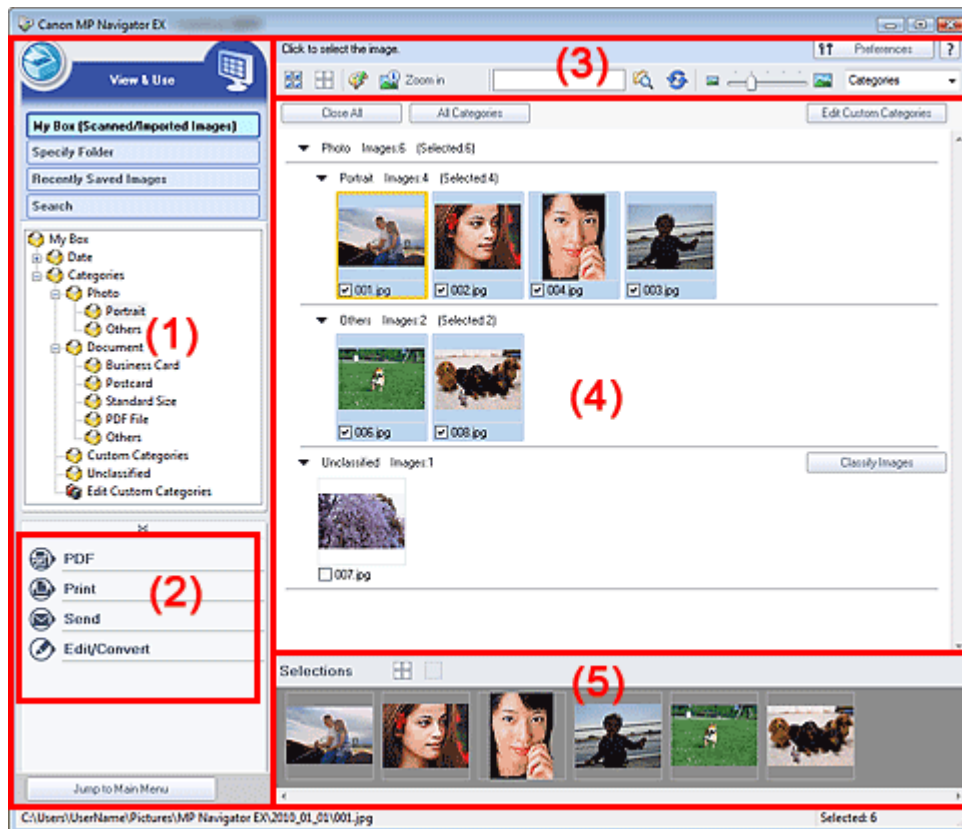
View & Use Window

Point to View & Use in the Navigation Mode screen and click My Box (Scanned/Imported Images), Specify Folder or Recently Saved Images to open the View & Use window.

Open this window to display or use scanned images or images saved on a computer.


Important

- For PDF files, only those created with MP Navigator EX are displayed. You cannot display PDF files created with other applications. PDF files edited in other applications cannot be displayed as well.



- (1) Display Setting Items
- (2) Image Handling Buttons
- (3) Toolbar
- (4) Thumbnail Window
- (5) Selected Images Area

Display Setting Items

-  **(Scan/Import)**
 Click this when you want to scan photos, documents, magazines and other printed materials. The Scan/Import window opens.
 ➔ Photos/Documents (Platen) Screen (Scan/Import Window)
- My Box (Scanned/Imported Images)**
 Displays folders of images (grouped by year, year/month and year/month/date) in My Box in tree

view. Select a folder to display its contents in the Thumbnail window to the right. Image date is the scanned, captured or updated date.

- **Specify Folder**

Displays all hard disks and folders in tree view. Select a folder to display images in the Thumbnail window to the right. Selecting a folder and clicking it highlights the folder name, allowing you to rename it.

- **Recently Saved Images**

"Scanned/Imported Images" and images that have been "Attached to E-mail" or "Sent to Application" recently are displayed in tree view by date. Select a Month/Date/Year folder to display images by date in the Thumbnail window to the right. Image date is the scanned or sent date. Click Clear History to clear all data (date folders and images) displayed in Recently Saved Images.



Note

- The actual image files are not deleted.

- **Search**

The advanced search options opens.

➔ [Searching Images](#)

-  **Jump to Main Menu**

Jumps to the Main Menu.

Image Handling Buttons

- **Image Handling Buttons**

Specify what to do with the selected images. See the corresponding sections below for details on each button.

- ➔ [Creating/Editing PDF Files](#)
- ➔ [Printing Documents](#)
- ➔ [Printing Photos](#)
- ➔ [Sending via E-mail](#)
- ➔ [Editing Files](#)



Note

- The buttons in Image Handling Buttons are displayed when the corresponding applications are installed.

Toolbar

-  **Preferences**


The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.


➔ [Preferences Dialog Box](#)

-  **(Guide)**

Opens this guide.

- **Edit Tools**

-  **(Select All)**
Selects all images in the Thumbnail window.

-  **(Cancel All)**
Cancels all image selections in the Thumbnail window.

-  **(Image Correction/Enhancement)**

Allows you to correct the target image (outlined in orange). Click this button to open the Correct/Enhance Images window in which you can correct/enhance images and also adjust the brightness, contrast, etc.

➔ [Correct/Enhance Images Window](#)

Important

- Image correction/enhancement cannot be applied to PDF files or black and white binary files.

● Zoom in


Enlarges the target image (outlined in orange). You can also enlarge the image by double-clicking it. You can check all pages when you select a PDF file.

You can also check file information such as file name, date, size and security setting. A lock icon appears for PDF files with Document Open Password set.

➔ [Opening/Editing Password-protected PDF Files](#)

● (Search)

Enter a word or phrase included in the file name, Exif information or PDF text of the image you

want to search for, then click  (Search). For Exif information, text in Maker, Model, Description and User Comment is searched.

Note

- Search images in My Box (Scanned/Imported Images), Recently Saved Images or a selected folder and its subfolders.

● (Refresh)

Refreshes the Thumbnail window contents.

● (Display Size)

Changes the size of images in the Thumbnail window.

● (Sort by)

Sorts the images in the Thumbnail window by category, date (ascending or descending) or name (ascending or descending).

Images can be sorted by category only when My Box (Scanned/Imported Images) or Specify Folder is displayed.

Thumbnail Window

● Thumbnail Window

Scanned images are displayed.

When you select the checkbox of an image, the image appears in the Selected Images area.

Selecting an image and clicking the file name highlights the file name, allowing you to rename it.

Drag and drop an image to do the following things.

- Move from one category to another within the Thumbnail window
- Move to a category folder displayed in My Box (Scanned/Imported Images)
- Copy to a folder displayed in Specify Folder

Important

- In Windows 2000, Internet Explorer 5.5 Service Pack 2 or later is required to open password-protected PDF files.
- You cannot change the extension (.jpg, .pdf, etc.) when renaming a file.
- You cannot move or copy images to the date folders displayed in tree view in My Box (Scanned/Imported Images) or Recently Saved Images.

Note

- A lock icon appears for PDF files with Document Open Password set.

- Thumbnails may appear as "?" in the following cases.
 - Opening unsupported images
 - File size is too large and there is not enough memory to display the image
 - The file is corrupted

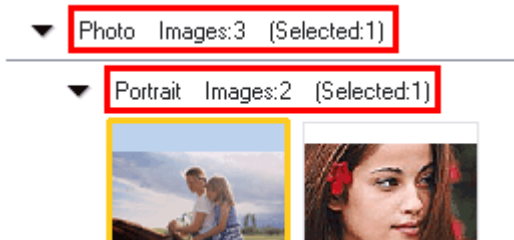
When Images are Sorted by Categories

Scanned images are displayed by category.

Note

- Some images may not be detected correctly and thus may be classified into wrong categories. In that case, drag and drop an image and move it from one category to another.

- **Category name Images: N (Selected: n)**



- **Category name**

The following categories are provided.

Photos: Portrait, Others

Documents: Business Card, Postcard, Standard Size, PDF File, Others

Custom categories: Displays your custom categories.

Unclassified: Displays images that have not yet been classified.

- **Images: N**

The number of images classified into the category is displayed.

- **(Selected: n)**

The number of images with the checkbox selected is displayed.

Note

- This portion is displayed only when one or more images are selected.

- **Close All / Open All**

You can hide or show all images in the displayed categories.

This button is displayed only when My Box (Scanned/Imported Images) or Specify Folder is displayed.

-  **Close All**

Hides all images.

-  **Open All**

Displays all images.

Note

- Immediately after opening the View & Use window or sorting images, all images appear and Close All is displayed.
- When you click Close All, the button changes to Open All.

- **All Categories / Specific Categories**

You can display all categories or only those containing images.

This button is displayed only when My Box (Scanned/Imported Images) or Specify Folder is displayed.

-  **All Categories**

Displays all categories and images.

-  **Specific Categories**

Displays categories containing images, along with the contained images. More images will be displayed in the Thumbnail window, allowing you to find or move images easily.

Note

- Immediately after opening the View & Use window, categories containing images appear along with the contained images, and All Categories is displayed.
 - Click All Categories, to changes to Specific Categories.
-

-  **Edit Custom Categories**

When My Box (Scanned/Imported Images) or Specify Folder is displayed, the Edit Custom Categories dialog box opens.

In the Edit Custom Categories dialog box, you can add/delete categories displayed in Custom Categories.

See "[Classifying Images into Categories](#)" for details.

-  **Classify Images**

Images imported from hard disks appear in Unclassified. Click Classify Images to classify them automatically.

This button is displayed only when My Box (Scanned/Imported Images) or Specify Folder is displayed.

Note

- Classification may take time if there are many images to classify.
-

Selected Images Area

-  **(Cancel All)**

Cancels the selection of all images in the Selected Images area.

-  **(Cancel Selection)**

Cancels the selection of the target image (outlined in orange) in the Selected Images area.

- **Selected Images Area**

Images selected in the Thumbnail window are displayed.

Related Topic

- ▶ [Opening Images Saved on a Computer](#)

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Create/Edit PDF file Window

MP Navigator EX

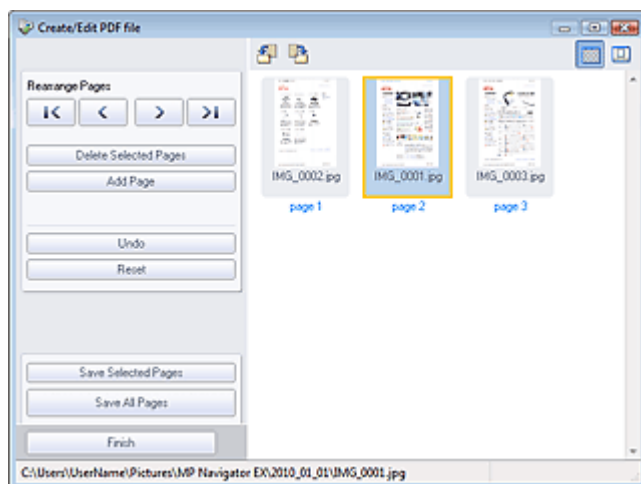
Create/Edit PDF file Window

Click PDF in the View & Use window, then click Create/Edit PDF file on the list to open the Create/Edit PDF file window.

In the Create/Edit PDF file window, you can add/delete pages and rearrange the page order of PDF files created with MP Navigator EX.

Important

- You cannot save images scanned at 10501 pixels or more in the vertical and horizontal directions.
- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
 - ➔ [Setting Passwords for PDF Files](#)
- You can create or edit up to 99 pages at one time using MP Navigator EX.



• Rearrange Pages

You can move the selected image (outlined in orange).



- Moves the selected image to the top.



- Moves the selected image up one page.



- Moves the selected image down one page.



- Moves the selected image to the end.

Note

- You can also drag the image to rearrange the order.

• Delete Selected Pages

Deletes the selected image.

• Add Page

Allows you to select and add an existing PDF file.

Note

- A password will be required to add a password-protected PDF file.

• Undo

Cancels the latest change made.

• Reset

Cancels all the changes made.

• Save Selected Pages

Opens the Save as PDF file dialog box. Specify the save settings. Only the selected page is saved.

Note

- When multiple pages are selected, a multiple-page PDF file is created.
- See "[Save as PDF file Dialog Box](#)" for details on the Save as PDF file dialog box.




• Save All Pages

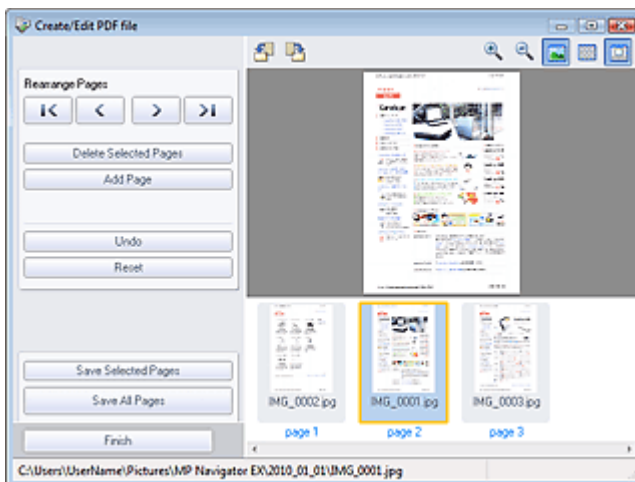
Opens the Save as PDF file dialog box. Specify the save settings. All PDF files in the list will be saved as one PDF file.



• Finish



Closes the Create/Edit PDF file window.

• Toolbar

-  **(Rotate Left)**
Rotates the page 90 degrees counter-clockwise.
-  **(Rotate Right)**
Rotates the page 90 degrees clockwise.
-  **(Preview Mode)**
Switches to Preview Mode.
The selected page appears in Preview.



-  **(Enlarge)**
Enlarges the image displayed in Preview.
-  **(Reduce)**
Reduces the image displayed in Preview.

-  **(Full-screen)**
Enlarges/reduces the image to display it fully in Preview.
-  **(Thumbnail Mode)**
Switches to Thumbnail Mode. The pages are displayed in thumbnail view.

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On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Print Document Dialog Box

MP Navigator EX

Print Document Dialog Box

Click Print in the View & Use window, then click Print Document on the list to open the Print Document dialog box.

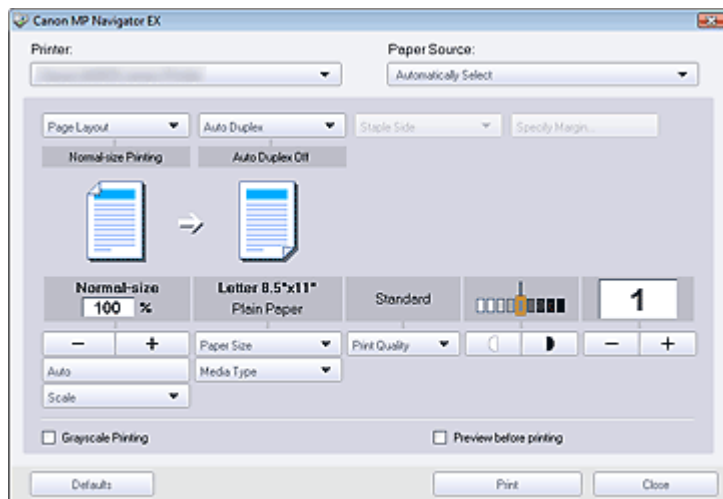
In the Print Document dialog box, you can make advanced settings for printing multiple scanned images at one time.

Important

- The following settings are available only when using a Canon inkjet printer supporting the corresponding functions.
 - Paper Source
 - Auto Duplex
 - Media Type
 - Print Quality
 - Density
 - Grayscale Printing
 - Preview before printing

Note

- The setting items in the Print Document dialog box vary by printer.



- **Printer**
Select the printer to use.
- **Properties...**
Displays the selected printer's advanced setting screen.

Note

- This button is displayed when a printer other than a Canon inkjet printer is selected for Printer.

- **Paper Source**
Select paper source.
- **Page Layout**
Select a print type.
 - **Normal-size Printing**
Print one image per sheet.

- **Scaled Printing**
Print images at the selected scale (enlarged or reduced).
- **Fit-to-Page Printing**
Print an image at the paper size (enlarged or reduced).
- **Borderless Printing**
Print the image on an entire sheet of paper without margins.
- **Page Layout Printing (2 on 1)**
Layout and print two images on a sheet of paper.
- **Page Layout Printing (4 on 1)**
Layout and print four images on a sheet of paper.

Important

- The following settings are available only when using a Canon inkjet printer supporting the corresponding functions.
 - Borderless Printing
 - Page Layout Printing (2 on 1)
 - Page Layout Printing (4 on 1)

- **Auto Duplex**
Print on both sides of a sheet of paper automatically.

Note

- Auto Duplex is displayed when Page Layout is Normal-size Printing or Scaled Printing, and available when Media Type is Plain Paper.

- **Staple Side**
Select a stapling side from the list.

Note

- Staple Side is available when Auto Duplex On is set.

- **Specify Margin...**
Specify the width of the margin (0 mm to 30 mm).

Note

- Specify Margin... is available when Auto Duplex On is set.
- A page may not fit in one page due to the Specify Margin... setting. In that case, the document will be reduced for printing.

- **Enlarge/Reduce**
Enlarge or reduce images to print.

-  (Enlarge/Reduce)

Print a reduced or enlarged image by specifying a scale in increments of 1%.

- **Auto**
Scale is adjusted automatically according to the detected paper width and the selected paper size. Image may be printed rotated 90 degrees depending on its size.
- **Scale**
Select a scale from the list.

Important

- At normal-size (100%), some images may be printed small or with some portions cropped. In that case, select Auto to resize the print in proportion to the paper size.

- **Paper Size**

Select the size of paper for printing. Match the size to the size of the paper set in the printer.

 **Note**

- Selectable paper sizes depend on the selected printer.
-

- **Media Type**

Select the type of paper for printing. Print quality may be fixed depending on the paper type.


 **Note**

- Selectable paper types depend on the selected printer.
-


- **Print Quality**

Select the print quality.

- **Density**

Click  (Density adjustment) to select the print density.

- **Copies**

Click  (Copy setting) to select the number of copies to be printed.

- **Grayscale Printing**

Select this checkbox to print the document in black and white.

- **Preview before printing**

Select this checkbox to display the print result before printing.

- **Defaults**

Restores the default settings.

- **Print**

Start printing with the specified settings.

 **Note**

- To cancel while printing, select the printer icon on the taskbar and click Cancel Printing.
-

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Print Photo Dialog Box

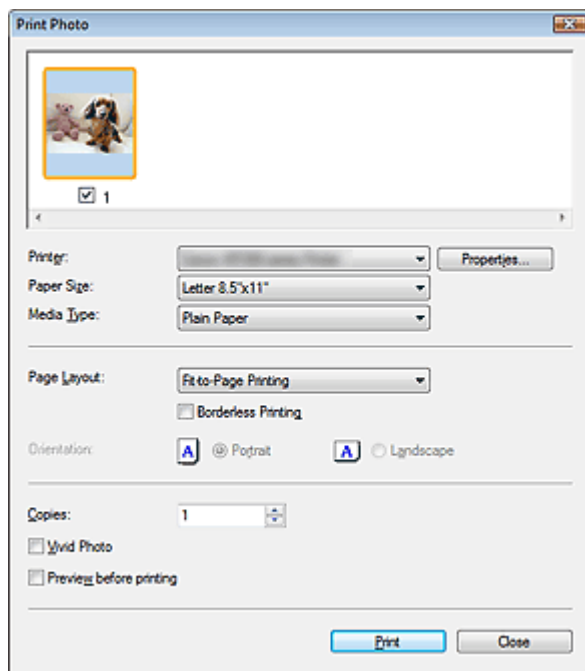
MP Navigator EX

Print Photo Dialog Box

Click Print in the View & Use window, then click Print Photo on the list to open the Print Photo dialog box.

Important

- PDF files cannot be printed.
- The following settings are available only when using a Canon inkjet printer supporting the corresponding functions.
 - Media Type
 - Borderless Printing
 - Vivid Photo
 - Preview before printing



Note

- Double-click an image to display it in a different window.

• Printer

Select the printer to use.

• Properties...

Displays the selected printer's advanced setting screen.

• Paper Size

Select the size of paper for printing. Match the size to the size of the paper set in the printer.

• Media Type

Select the type of paper for printing. Print quality may be fixed depending on the paper type.

• Page Layout

Select a print type.

• Normal-size Printing

Print one image per sheet.

• Fit-to-Page Printing

Print an image at the paper size (enlarged or reduced).

- **Borderless Printing**

Select this checkbox to print the image on an entire sheet of paper without margins.

 **Important**

- Page Layout setting will be disabled when you select Borderless Printing.

- **Orientation**

Specify the print orientation.

 **Important**

- This setting is available only when Page Layout is Normal-size Printing. For others, the image is automatically rotated according to the aspect ratio of the paper.

- **Copies**

Specify the number of copies to print.

- **Vivid Photo**

Select this checkbox to print the image in vivid colors.

- **Preview before printing**

Select this checkbox to display the print result before printing.

- **Print**

Starts printing.

 **Note**

- Only the images in the Thumbnail window with the checkbox selected are printed.

- **Close**

Closes the dialog box without printing the photo.

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On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Send via E-mail Dialog Box

MP Navigator EX

Send via E-mail Dialog Box

Click Send in the View & Use window, then click Attach to E-mail on the list to open the Send via E-mail dialog box.

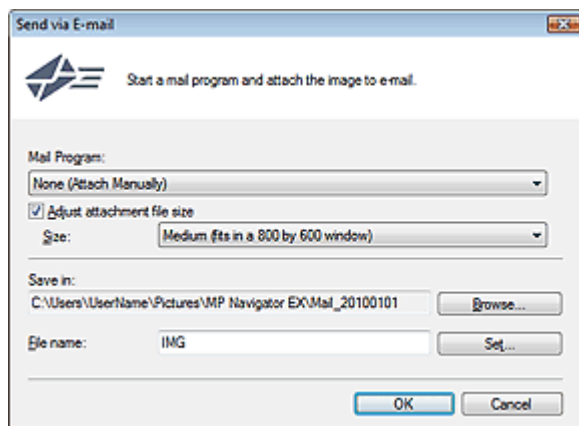
In the Send via E-mail dialog box, you can make advanced settings for attaching images to e-mail.

Important

- MP Navigator EX is compatible with the following e-mail software programs:
 - Windows Mail (Windows Vista)
 - Outlook Express (Windows XP/Windows 2000)
 - Microsoft Outlook
 (If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

Note

- Only PDF and JPEG files can be attached to e-mail.



• Mail Program

The e-mail software program set up on the General tab of the Preferences dialog box is displayed. Select the e-mail software program you want to use.

• Adjust attachment file size

When save as type is JPEG, selecting this checkbox allows you to resize the images. Select a size from Size.

• Save in

Displays the folder in which to save the images. To change the folder, click Browse... to specify another one. If resized, the resized images are saved.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder
 Windows Vista: MP Navigator EX folder in Pictures folder
 Windows XP: MP Navigator EX folder in My Pictures folder
 Windows 2000: MP Navigator EX folder in My Pictures folder

• File name

Enter the file name of the image to be attached (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

• Set...


You can specify a compression type for JPEG files.
 Select High(Low Compression), Standard or Low(High Compression).

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Correct/Enhance Images Window

MP Navigator EX

Correct/Enhance Images Window

Click  (Image Correction/Enhancement) in the View & Use window or click Fix photo images in Image Handling Buttons to open the Correct/Enhance Images window.


In the Correct/Enhance Images window, you can make advanced settings including image correction/enhancement and brightness/contrast adjustment.

You can also display the source image and corrected image side by side for comparison.

Important

- Image correction/enhancement cannot be applied to PDF files or black and white binary files.

Note

- The Correct/Enhance Images window can also be opened by clicking  (Image Correction/Enhancement) in the Zoom in dialog box.
- It may take a while to correct large images.
- See "View & Use Window" for details on the View & Use window.



(1) Task Area

(2) Toolbar

Task Area

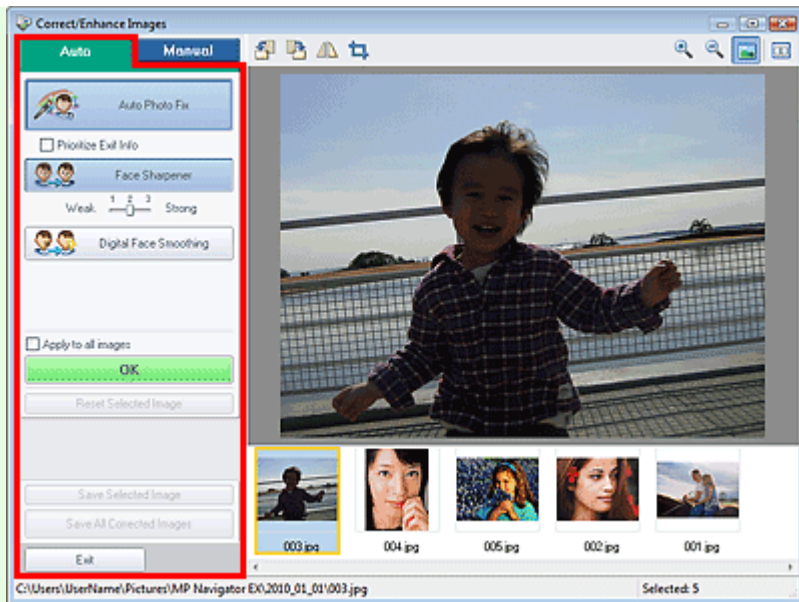
Available tasks and settings vary between the Auto and Manual tabs.

Click Auto or Manual to open the corresponding tab.

Auto Tab

Use the functions in the Auto tab to apply corrections and enhancements to the entire image.

See "Correcting/Enhancing Images Automatically" for details.



- **Auto Photo Fix**

Applies automatic corrections suitable for photos.

- **Prioritize Exif Info**

Select this checkbox to apply corrections primarily based on the settings made at the time of shooting.

Deselect this checkbox to apply corrections based on the image analysis results. It is recommended that you normally select this setting.



Note

- Exif is a standard format for embedding various shooting data in digital camera images (JPEG).

- **Face Sharpener**

Sharpens out-of-focus faces.

You can adjust the effect level using the slider.

- **Digital Face Smoothing**

Enhances skin beautifully by removing blemishes and wrinkles.

You can adjust the effect level using the slider.

- **Apply to all images**

Automatically corrects/enhances all images displayed in the thumbnail list.

- **OK**

Applies the selected effect to the selected image or all images.

- **Reset Selected Image**

Cancels all corrections and enhancements applied to the selected image.

- **Save Selected Image**

Saves the corrected/enhanced image (the selected one).

- **Save All Corrected Images**

Saves all the corrected/enhanced images displayed in the thumbnail list.

- **Exit**

Closes the Correct/Enhance Images window.

Manual Tab

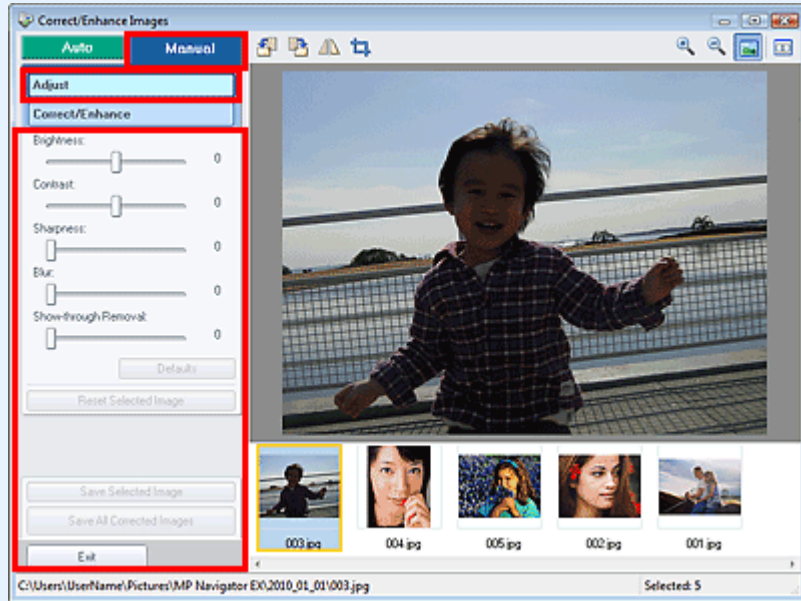
There are two menus on the Manual tab: Adjust and Correct/Enhance.

Use Adjust to adjust brightness and contrast, or to sharpen the entire image.

Use Correct/Enhance to correct/enhance specific areas.

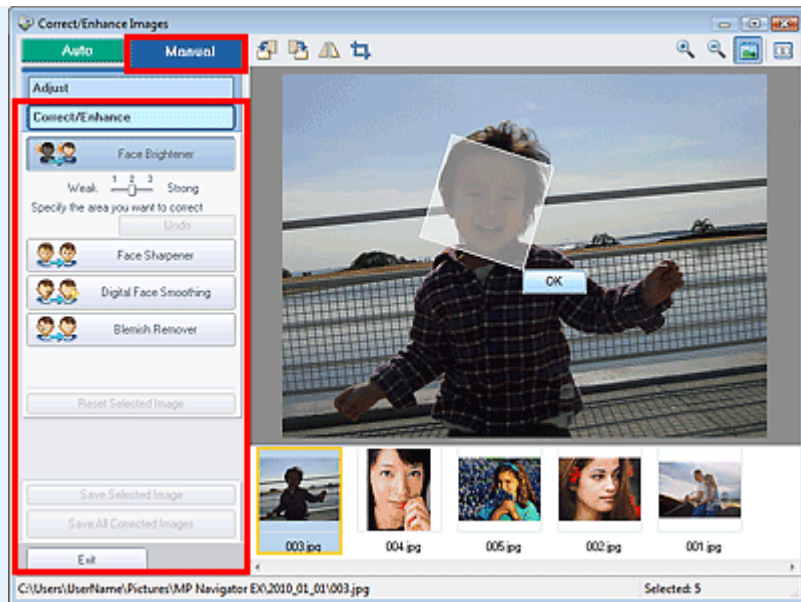
See "Correcting/Enhancing Images Manually " for details.

Adjustment






- **Brightness**
Adjusts the overall image brightness.
Move the slider to the left to darken and right to brighten the image.
- **Contrast**
Adjusts the contrast of the image. Adjust the contrast when the image is flat due to lack of contrast.
Move the slider to the left to decrease and right to increase the contrast of the image.
- **Sharpness**
Emphasizes the outline of the subjects to sharpen the image. Adjust the sharpness when the photo is out of focus or text is blurred.
Move the slider to the right to sharpen the image.
- **Blur**
Blurs the outline of the subjects to soften the image.
Move the slider to the right to soften the image.
- **Show-through Removal**
Removes show-through of text from the reverse side or removes the base color. Adjust the show-through level to prevent text on the reverse side of thin document or the base color of the document from appearing on the image.
Move the slider to the right to increase the show-through removal effect.
- **Defaults**
Resets all settings (brightness, contrast, sharpness, blur, and show-through removal).
- **Reset Selected Image**
Cancels all corrections, enhancements and adjustments applied to the selected image.
- **Save Selected Image**
Saves the corrected/enhanced/adjusted image (the selected one).
- **Save All Corrected Images**
Saves all the corrected/enhanced/adjusted images displayed in the thumbnail list.
- **Exit**
Closes the Correct/Enhance Images window.

Correction/Enhancement



- **Face Brightener**
Corrects the entire image to brighten the facial area in and around the selected area. You can adjust the effect level using the slider.
- **Face Sharpener**
Corrects the entire image to sharpen the facial area in and around the selected area. You can adjust the effect level using the slider.
- **Digital Face Smoothing**
Enhances skin beautifully by removing blemishes and wrinkles in the selected area. You can adjust the effect level using the slider.
- **Blemish Remover**
Removes moles in the selected area.
- **OK**
Applies the selected effect to the specified area.
- **Undo**
Cancels the latest correction/enhancement.
- **Reset Selected Image**
Cancels all corrections and enhancements applied to the selected image.
- **Save Selected Image**
Saves the corrected/enhanced image (the selected one).
- **Save All Corrected Images**
Saves all the corrected/enhanced images displayed in the thumbnail list.
- **Exit**
Closes the Correct/Enhance Images window.

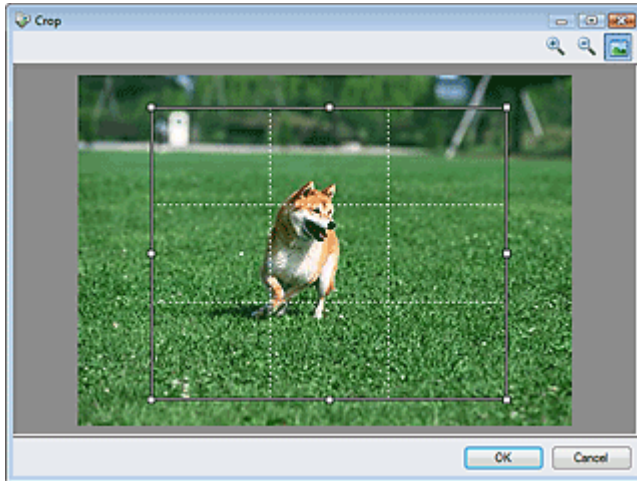
Toolbar

- **Toolbar**
 -  **(Rotate Left)**
Rotates the image 90 degrees counter-clockwise.
 -  **(Rotate Right)**
Rotates the image 90 degrees clockwise.
 -  **(Invert)**

Inverts the image horizontally.

-  **(Trimming)**

Trimming is the act of selecting the area you want to keep in a photo and discarding the rest. In the displayed window, drag the white frame to specify the trimming area. Move the cursor inside the white frame and drag to move the trimming area.



-  **Note**

- Place the main subjects along the broken white lines or at the intersections to create a balanced image.

-  **(Enlarge)**

Enlarges the displayed image.

-  **(Reduce)**

Reduces the displayed image.

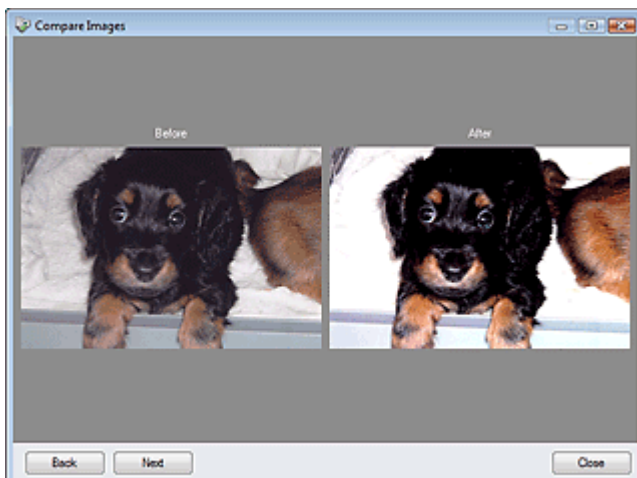
-  **(Full-screen)**

Displays the entire image in Preview.

-  **(Compare)**

Opens a window in which you can compare the images before and after the correction/enhancement side by side.

The source image appears on the left and the corrected image appears on the right.




On-screen Manual

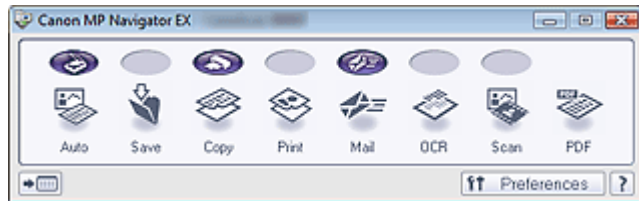
On-screen Manual > Scanning Guide > MP Navigator EX Screens > One-click Mode Screen

MP Navigator EX

One-click Mode Screen

Click  (Switch Mode) at the bottom left of the Navigation Mode screen to display the One-click Mode screen.

You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.



- **Auto**

Scan documents by automatically detecting the document type. File format is automatically set. Files are saved to a computer.

When you click this icon, the Auto Scan dialog box opens and you can specify the save settings.

➔ [Auto Scan Dialog Box](#)

- **Save**

Scan documents or photos and save them to a computer. The document type can be detected automatically.

When you click this icon, the Save dialog box opens and you can specify the scan/save settings.

➔ [Save Dialog Box \(One-click Mode Screen\)](#)

- **Copy**

Scan and print documents.

When you click this icon, the Copy dialog box opens and you can specify the scan/print settings.

➔ [Copy Dialog Box](#)

- **Print**

Scan documents and print them after specifying the paper, printing method, size, etc. This is useful when you want to copy/enlarge printed photographs.

When you click this icon, the Print dialog box opens. You can specify the scan/print settings and print on a printer.

➔ [Print Dialog Box](#)

- **Mail**

Scan documents or photos and attach them to e-mail.

When you click this icon, the Mail dialog box opens and you can specify the scan/save and e-mail software program settings.

➔ [Mail Dialog Box](#)

- **OCR**

Scan text documents then extract text in the image and display it in Notepad (included with Windows).

When you click this icon, the OCR dialog box opens and you can specify the scan/save settings.

➔ [OCR Dialog Box](#)

- **Scan**

Scan documents/photos and open them in a specified application. The document type can be automatically detected.

When you click this icon, the Scan dialog box opens and you can specify the scan/save and application settings.

➔ [Scan Dialog Box](#)

- **PDF**

Scan documents and save them as PDF files.

When you click this icon, the PDF dialog box opens and you can specify the scan/save and application settings.

➔ [PDF Dialog Box](#)

-  **AUTO SCAN button**


This icon indicates which MP Navigator EX function is assigned to the AUTO SCAN button on the machine (Scanner Button). The AUTO SCAN button icon appears above the assigned function.

-  **COPY button**

This icon indicates which MP Navigator EX function is assigned to the COPY button on the machine (Scanner Button). The COPY button icon appears above the assigned function.

-  **E-MAIL button**

This icon indicates which MP Navigator EX function is assigned to the E-MAIL button on the machine (Scanner Button). The E-MAIL button icon appears above the assigned function.

-  **(Switch Mode)**

Switches to Navigation Mode. The Navigation Mode screen appears.

➔ [Custom Scan with One-click Tab](#)

-  **Preferences**

The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.

➔ [Preferences Dialog Box](#)

-  **(Guide)**

Opens this guide.

Important

- The following restrictions apply when you scan with Document Type set to Auto Mode in the Save, Print or Scan dialog box.
When you want to convert text in the scanned image to text data, specify Document Type (do not select Auto Mode).

Related Topic

▶ [Easy Scanning with One-click](#)

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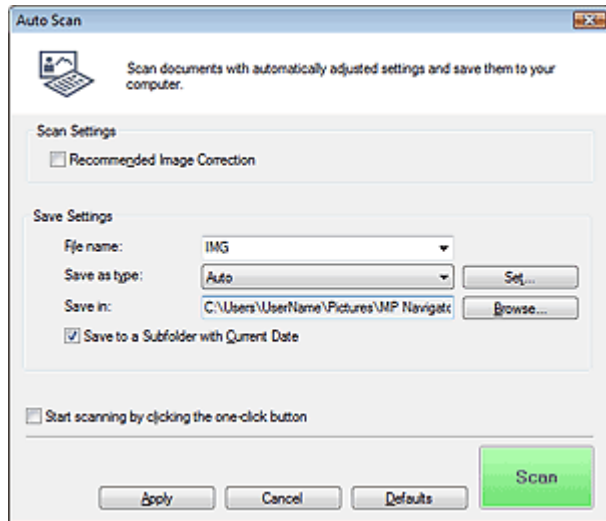
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Auto Scan Dialog Box

MP Navigator EX

Auto Scan Dialog Box

Click Auto Scan on the Custom Scan with One-click tab or click Auto in the One-click Mode screen to open the Auto Scan dialog box.



• Supported Documents

Photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film.

▶ Important

- The following types of documents cannot be scanned correctly. In that case, click another icon in One-click Mode or on the Custom Scan with One-click tab and specify the document type or size.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Documents printed on thin white paper
 - Long narrow documents such as panoramic photos
- To scan black and white film or 120 Format Film, scan from the Advanced Mode tab of ScanGear (scanner driver).
 - ➔ [Scanning Film in Advanced Mode](#)
- Reflective CD/DVD labels may not be scanned properly.
- Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly. See "[Placing Documents](#)" for details on how to place documents.

📖 Note

- To reduce moire, click another icon in One-click Mode or on the Custom Scan with One-click tab and set Document Type to Magazine.

Scan Settings

• Recommended Image Correction

Select this checkbox to apply suitable corrections automatically based on the document type.

▶ Important

- When this checkbox is selected, the files can be saved in JPEG/Exif or PDF format only.
- Scanning may take longer than usual when this checkbox is selected.

- The color tone may change from the source image due to corrections. In that case, deselect the checkbox and scan.

Save Settings

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

Select a file type to save the scanned images.
Select Auto, JPEG/Exif, TIFF, BMP or PDF.



Important

- When Save as type is Auto, the file format may differ depending on how you place the document.
See "[Placing Documents](#)" for details on how to place documents.
- Large documents (such as A4 size photos) that cannot be placed away from the edges/arrow (alignment mark) of the Platen may be saved as PDF files. To save in a format other than PDF, scan by specifying the file format.
- You cannot set passwords for PDF files.



Note

- When Auto is selected, files are saved in the following formats according to the document type.
Photos, postcards, CD/DVD, business cards and film: JPEG
Magazines, newspapers and text documents: PDF
You can change the file format from Set...

- **Set...**

When Save as type is Auto

You can specify the file format in which to save images. Select a file format for Document and Photo each.

When Save as type is JPEG/Exif

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

When Save as type is PDF

Make advanced settings for creating PDF files. See "[PDF Settings Dialog Box](#)" for details.

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Scan**

Scans and saves documents with the specified settings.

When Save as type is Auto, a confirmation appears. Click Open Manual to open this guide (if it is installed).

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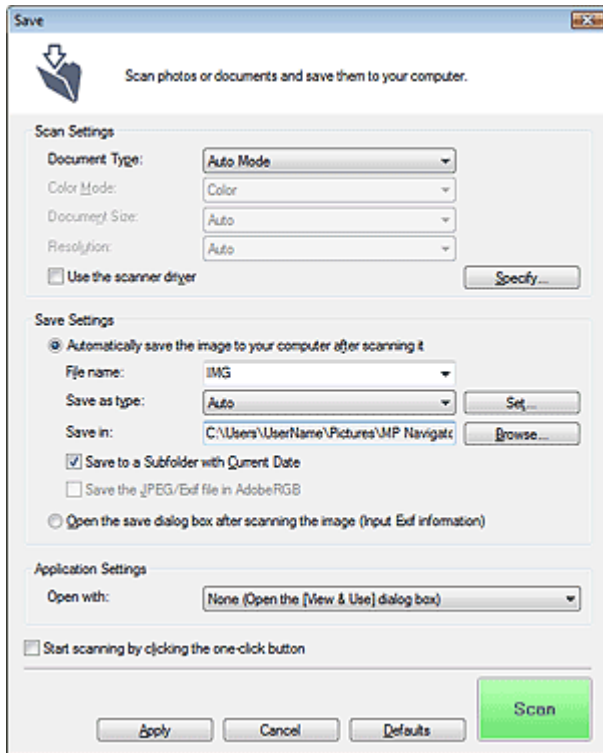
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Save Dialog Box (One-click Mode Screen)

MP Navigator EX

Save Dialog Box (One-click Mode Screen)

Click Save on the Custom Scan with One-click tab or in the One-click Mode screen to open the Save dialog box.



Scan Settings

- **Document Type**

Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well. When Film(Auto mode) is selected, the film type (negative or positive) is automatically detected.

Important

- Document types supported by Auto Mode are photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film.
- The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify the document type or size.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Documents printed on thin white paper
 - Long narrow documents such as panoramic photos
- Reflective CD/DVD labels may not be scanned properly.
- Film may not be scanned correctly when Auto Mode or Film(Auto mode) is selected. In that case, select the type of film and scan again.
- Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly. See "[Placing Documents](#)" for details on how to place documents.

Note

- To reduce moire, set Document Type to Magazine.

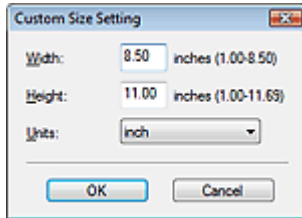
● Color Mode

Select how to scan the document.

● Document Size

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

● Resolution

Select the resolution at which to scan documents. The following scanning resolutions can be specified:

When Document Type is other than film: 75 dpi / 100 dpi / 150 dpi / 200 dpi / 300 dpi / 400 dpi / 600 dpi

When Document Type is film: 300 dpi / 400 dpi / 600 dpi / 1200 dpi / 2400 dpi / 4800 dpi

➔ Resolution

● Use the scanner driver

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

Color Mode, Document Size, Resolution and other settings in the Save dialog box will be disabled. Specify these settings in the ScanGear screen.

● Specify...

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ Scan Settings Dialog Box

Save Settings

● Automatically save the image to your computer after scanning it

Select this to save the images to your computer as specified after scanning them.

The File name, Save as type and Save in settings will be displayed.

Important

- If you select this function, you will not be able to set passwords for PDF files.

● File name

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

● Save as type

Select a file type to save the scanned images.

Select Auto, JPEG/Exif, TIFF or BMP. Auto is displayed when Document Type is Auto Mode. When saving as PDF files, select PDF, PDF(Multiple Pages) or PDF(Add Page).

Important

- When Document Type is Auto Mode and Save as type is Auto, the file format may differ depending on how you place the document.
See "[Placing Documents](#)" for details on how to place documents.
- Large documents (such as A4 size photos) that cannot be placed away from the edges/arrow (alignment mark) of the Platen may be saved as PDF files. To save in a format other than PDF, scan by specifying the file format.
- Images cannot be added to password-protected PDF files.
- You cannot select JPEG/Exif when Color Mode is Black and White.

Note

- When Auto is selected, files are saved in the following formats according to the document type.
Photos, postcards, CD/DVD, business cards and film: JPEG
Magazines, newspapers and text documents: PDF
You can change the file format from Set...
Images saved as PDF files may not open depending on the application. In that case, select an option other than Auto in Save as type.
- If you select JPEG/Exif when Document Type is not Auto Mode, the Save the JPEG/Exif file in AdobeRGB checkbox will be selectable.

● Set...

When Save as type is Auto

You can specify the file format in which to save images. Select a file format for Document and Photo each.

When Save as type is JPEG/Exif

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

When Save as type is PDF, PDF(Multiple Pages) or PDF(Add Page)

Make advanced settings for creating PDF files. See "[PDF Settings Dialog Box](#)" for details.

● Save in

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

● Save to a Subfolder with Current Date

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

● Save the JPEG/Exif file in AdobeRGB

Select this checkbox to save the images in colors that correspond to Adobe RGB.

Important

- This function is available only when Save as type is JPEG/Exif and Document Type is not Auto Mode.
- This function is not available if the Adobe RGB profile is not installed.

Note

- You cannot select this setting if the Use the scanner driver checkbox is selected.
- When you save an image with the Save the JPEG/Exif file in AdobeRGB checkbox selected, an underscore is added to the beginning of the file name. (Example: `_Image0001.jpg`)

● Open the save dialog box after scanning the image (Input Exif information)

Select this to open the Save dialog box after scanning the images and specify the save settings such as destination folder, file name and Exif information.

➔ [Save Dialog Box](#)



Note

- To set passwords for PDF files, select Open the save dialog box after scanning the image (Input Exif information). After scanning, you can set the passwords in the Save dialog box.

➔ [Setting Passwords for PDF Files](#)

Application Settings

- **Open with**

You can select whether to open the View & Use window or Explorer after saving the images.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Scan / Preview**

Scans and saves documents with the specified settings. When film is selected for Document Type, this button changes to Preview, and clicking it displays the thumbnails of the photos on the film. In the displayed dialog box, select the checkboxes of the images you want to scan, then click Scan. Starts scanning.

When Save as type is Auto, a confirmation appears. Click Open Manual to open this guide (if it is installed).

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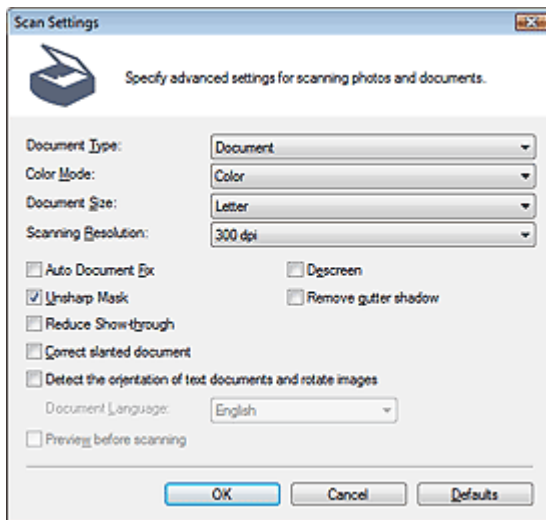
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Scan Settings Dialog Box

MP Navigator EX

Scan Settings Dialog Box

The Scan Settings dialog box opens when you click Specify... in a dialog box of the One-click Mode screen.

In the Scan Settings dialog box, you can make advanced settings for scanning with one-click or scanning using the buttons on the machine (Scanner Buttons).



Note

- The displayed items vary by document type and how the screen was opened.

• Document Type

Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected.

In that case, Color Mode, Document Size, etc. are automatically set as well. When Film(Auto mode) is selected, the film type (negative or positive) is automatically detected.

▶ Important

- Film may not be scanned correctly when Auto Mode or Film(Auto mode) is selected. In that case, select the type of film and scan again.
- To scan correctly, select a document type that matches the document to be scanned.
- Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly.
See "[Placing Documents](#)" for details on how to place documents.

• Color Mode

Select how to scan the document.

• Color

This mode renders the image in 256 levels (8 bit) of R(ed), G(reen), and B(lue).

• Grayscale

This mode renders the image in 256 levels (8 bit) of black and white.

▶ Important

- Grayscale cannot be selected when Film(Auto mode) is selected for Document Type.

• Black and White

This mode renders the image in black and white. The contrast in the image is divided at certain levels (threshold level) into black and white and is rendered in two colors.

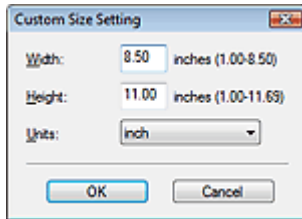
Important

- You cannot select Black and White if Document Type is film.

● Document Size

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

● Scanning Resolution

Select the resolution at which to scan documents. The following scanning resolutions can be specified:

When Document Type is other than film: 75 dpi / 100 dpi / 150 dpi / 200 dpi / 300 dpi / 400 dpi / 600 dpi

When Document Type is film: 300 dpi / 400 dpi / 600 dpi / 1200 dpi / 2400 dpi / 4800 dpi

➔ Resolution

● Recommended Image Correction / Auto Photo Fix / Auto Document Fix

The displayed item varies by Document Type.

● Recommended Image Correction

This is displayed when Document Type is Auto Mode. Select this checkbox to apply Auto Photo Fix or Auto Document Fix based on the document type.

● Auto Photo Fix

This is displayed when Document Type is Photo or film. Select this checkbox to automatically analyze the captured scene (landscape, night scene, etc.) and apply suitable corrections.

● Auto Document Fix

This is displayed when Document Type is Document or Magazine. Select this checkbox to sharpen text in a document or magazine for better readability.

Important

- When this checkbox is selected, the files can be saved in JPEG/Exif or PDF format only.
- Scanning may take longer than usual when this checkbox is selected.
- When this checkbox is selected, Easy Color Matching in the Print dialog box will be unavailable.
- These functions are not available when the Scan Settings dialog box is opened from the OCR dialog box.
- Auto Photo Fix is not available when Color Mode is Grayscale or Black and White.
- Auto Document Fix is not available when Color Mode is Black and White.
- The color tone may change from the source image due to corrections. In that case, deselect the checkbox and scan.

● Descreen

Select this checkbox to reduce moire patterns.

Printed photos and pictures are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned. Descreen is the function for reducing this moire effect.

 **Note**

- Scanning takes longer than usual when you enable Descreen.

- **Unsharp Mask**

Select this checkbox to emphasize the outline of the subjects and sharpen the image.

- **Remove gutter shadow**

Select this checkbox to correct shadows that appear between pages when scanning open booklets.

 **Important**

- You cannot select this checkbox when Auto Detect, Auto Detect (Multiple Documents) or Stitch Assist is selected for Document Size.
- Align the document correctly with the alignment mark on the Platen.

 **Note**

- Use ScanGear (scanner driver)'s Advanced Mode tab to correct gutter shadows when scanning non-standard size documents or when custom cropping frames are set. For details, see Gutter Shadow Correction in " [Image Settings](#) " (ScanGear's Advanced Mode tab).

- **Reduce Show-through**

Select this checkbox to sharpen text in a document or reduce show-through in newspapers.

 **Note**

- Select this checkbox when Document Type is text document and show-through is apparent in the scanned image.

- **Correct slanted document**

Select this checkbox to detect the scanned text and correct the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

 **Important**

- You cannot select this checkbox when Document Size is Stitch Assist.
- The inclination of the following types of documents may not be corrected, as the text cannot be detected correctly.
 - Documents in which the text lines are inclined more than 10 degrees or the angles vary by line
 - Documents containing both vertical and horizontal text
 - Documents with extremely large or small fonts
 - Documents with small amount of text
 - Documents containing figures/images or hand-written text
 - Documents containing both vertical and horizontal lines (tables)

 **Note**

- Scanning takes longer than usual when you enable Correct slanted document.

- **Detect the orientation of text documents and rotate images**

Select this checkbox to detect the orientation of the document from the scanned text and rotate the scanned image to the correct orientation. Select the language of the document to be scanned in Document Language.

 **Important**

- You cannot select this checkbox when Document Size is Stitch Assist.
- This function may not work properly depending on the document language. Only text documents written in languages that can be selected from Document Language are supported.
- The orientation of the following types of documents may not be corrected, as the text cannot be detected correctly.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

 **Note**

- Scanning takes longer than usual when you enable Detect the orientation of text documents and rotate images.

- **Document Language**

Select the language of the document to be scanned.

 **Important**

- You cannot select this checkbox when Document Size is Stitch Assist.

- **Preview before scanning**

Select this checkbox to display images after scanning film.

- **Defaults**

Restores the default settings.

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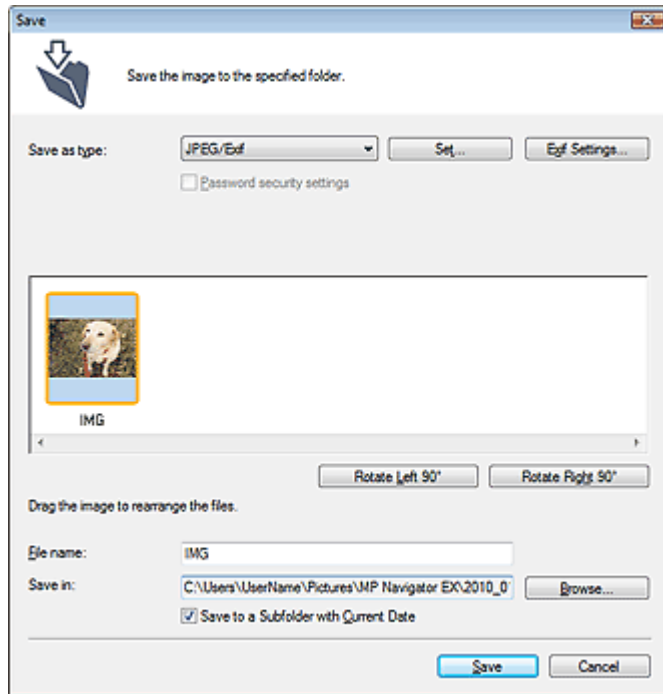
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Save Dialog Box

MP Navigator EX

Save Dialog Box

The Save dialog box opens when you scan from the Save or Scan dialog box of the One-click Mode screen after selecting Open the save dialog box after scanning the image (Input Exif information).

You can specify the file type and destination while viewing the thumbnails.



- **Save as type**

Select a file type to save the scanned images.

Select JPEG/Exif, TIFF, BMP, PDF, PDF(Multiple Pages) or PDF(Add Page).

- **PDF**

Save each of the selected images as a separate PDF file.

- **PDF(Multiple Pages)**

Save multiple images in one PDF file.

Note

- PDF(Multiple Pages) is displayed when multiple images are scanned.

- **PDF(Add Page)**

Add the scanned images to a PDF file. The images are added to the end of the PDF file. You cannot rearrange the pages of the PDF file to which the images are added.

Important

- Images can only be added to PDF files created with MP Navigator EX. You cannot specify PDF files created with other applications. PDF files edited in other applications cannot be specified as well.
 - If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
 - ➔ [Setting Passwords for PDF Files](#)

 **Important**

- PDF, PDF(Multiple Pages) and PDF(Add Page) cannot be selected for images scanned from the Scan dialog box.
- You cannot select JPEG/Exif when Color Mode is Black and White.

• Set...**When Save as type is JPEG/Exif**

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

When Save as type is PDF, PDF(Multiple Pages) or PDF(Add Page)

Make advanced settings for creating PDF files. See "[PDF Settings Dialog Box](#)" for details.

• Exif Settings...

When Save as type is JPEG/Exif, you can input Exif information into the file to be saved.

➔ [Exif Settings Dialog Box](#)

• Password security settings

Select this checkbox to open the Password Security -Settings dialog box in which you can set passwords for opening, editing and printing created PDF files.

➔ [Setting Passwords for PDF Files](#)

 **Note**

- This function is available only when Save as type is PDF, PDF(Multiple Pages) or PDF(Add Page).

• Add to

This is displayed when you select PDF(Add Page) for Save as type and specify the PDF file to which images are added. To change the file, click Browse... to specify another one.

 **Important**

- Images can only be added to PDF files created with MP Navigator EX. You cannot specify PDF files created with other applications. PDF files edited in other applications cannot be specified as well.

• Rotate Left 90° / Rotate Right 90°

Rotates scanned images 90 degrees counter-clockwise or clockwise.

Select the image you want to rotate and click Rotate Left 90° or Rotate Right 90°.

• File name

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

• Save in

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

• Save to a Subfolder with Current Date

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

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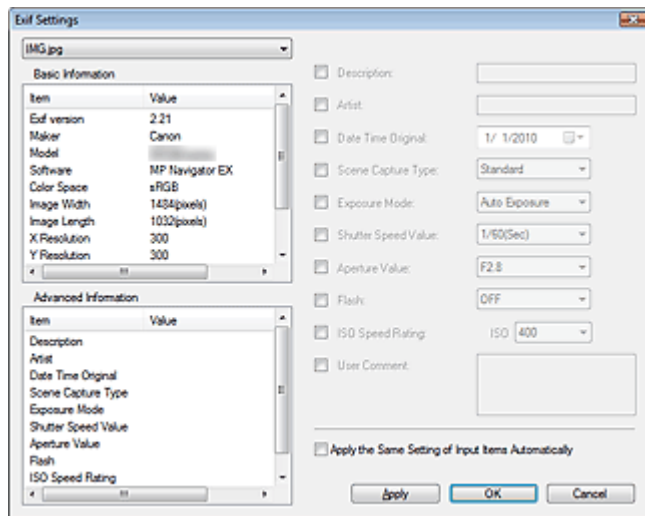
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Exif Settings Dialog Box

MP Navigator EX

Exif Settings Dialog Box

You can input Exif information into a file to be saved. Exif is a standard format for embedding various shooting data in digital camera images (JPEG). Embedding Exif information into scanned images allows you to organize and print them along with digital camera images.

The Exif Settings dialog box can be opened when Save as type is JPEG/Exif.



- **Basic Information**

Displays the information obtained automatically from the machine or software.

- **Advanced Information**

Displays the information specified on the right side of the screen.

- **Advanced Information Settings Area**

You can input Exif information such as the title and shooting data. Select the checkbox of the items you want to specify, and select or enter information.

- **Apply the Same Setting of Input Items Automatically**

Select this checkbox to automatically display the information you specified for the previous image.

- **Apply**

After specifying all the information you need, click Apply to embed it into the image. The information appears in Advanced Information.

- **OK**

Embeds the specified information into the image and closes the screen. The specified information is saved.

- **Cancel**

Cancels the settings and closes the screen. Information is embedded when Cancel is clicked after clicking Apply.

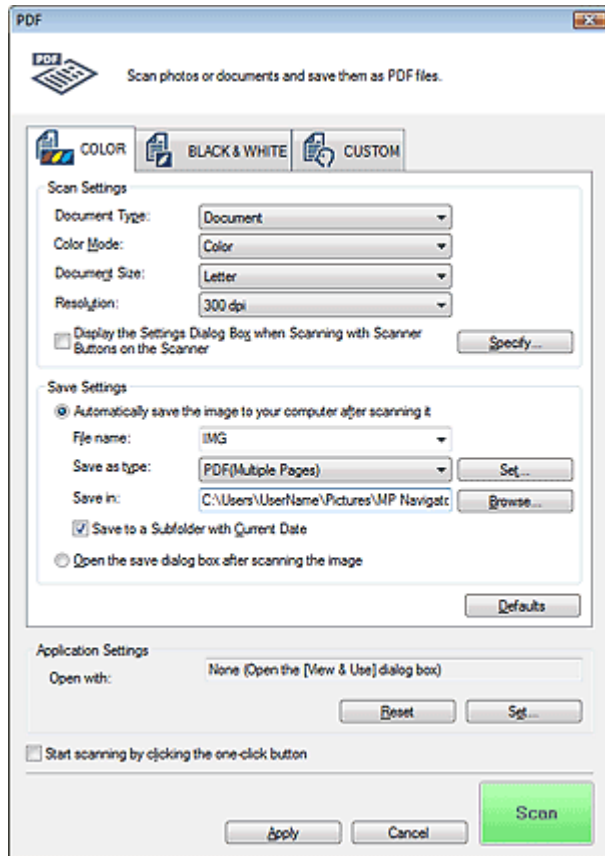
On-screen Manual

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MP Navigator EX

PDF Dialog Box

Click PDF on the Custom Scan with One-click tab or in the One-click Mode screen to open the PDF dialog box. In the PDF dialog box, you can make advanced settings on the COLOR, BLACK & WHITE and CUSTOM tabs before scanning.



Scan Settings

- **Document Type**

Select the type of document to be scanned.

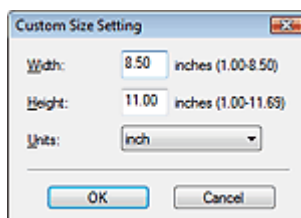
- **Color Mode**

Select how to scan the document.

- **Document Size**

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

- **Resolution**

Select the resolution at which to scan documents.

➔ [Resolution](#)

- **Display the Settings Dialog Box when Scanning with Scanner Buttons on the Scanner**

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

- **Specify...**

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ [Scan Settings Dialog Box](#)

Save Settings

- **Automatically save the image to your computer after scanning it**

Select this to save the images to your computer as specified after scanning them. The File name, Save as type and Save in settings will be displayed.

Important

- If you select this function, you will not be able to set passwords for PDF files.

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

Select a file type to save the scanned images.

Select PDF, PDF(Multiple Pages) or PDF(Add Page).

- **PDF**

Save each of the selected images as a separate PDF file.

- **PDF(Multiple Pages)**

Save multiple images in one PDF file.

- **PDF(Add Page)**

Add the scanned images to a PDF file. The images are added to the end of the PDF file. You cannot rearrange the pages of the PDF file to which the images are added.

Important

- Images cannot be added to password-protected PDF files.

Note

- See "[Creating/Editing PDF Files](#)" to delete or rearrange the pages of saved PDF files.

- **Set...**

You can specify the PDF compression type and other advanced settings for creating PDF files.

➔ [PDF Settings Dialog Box](#)

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

- **Open the save dialog box after scanning the image**

Select this to open the Save as PDF file dialog box after scanning the images and specify the save settings such as destination folder and file name.

➔ [Save as PDF file Dialog Box](#)



Note

- To set passwords for PDF files, select Open the save dialog box after scanning the image. After scanning, you can set the passwords in the Save as PDF file dialog box.

➔ [Setting Passwords for PDF Files](#)

- **Defaults**

Returns all settings in Scan Settings and Save Settings to their defaults.

Application Settings

- **Open with**

Specify an application with which to open scanned images. Drag and drop the icon of an application that supports the file format displayed in Save as type. The specified application starts after images are scanned.



Important

- Depending on the specified application, the images may not appear correctly or the application may not start.



Note

- For further procedures, refer to the application's manual.

- **Reset**

Cancels the application setting.

- **Set...**

Allows you to select an application to start.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Scan**

Scans and saves documents as PDF files with the specified settings.

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MP Navigator EX

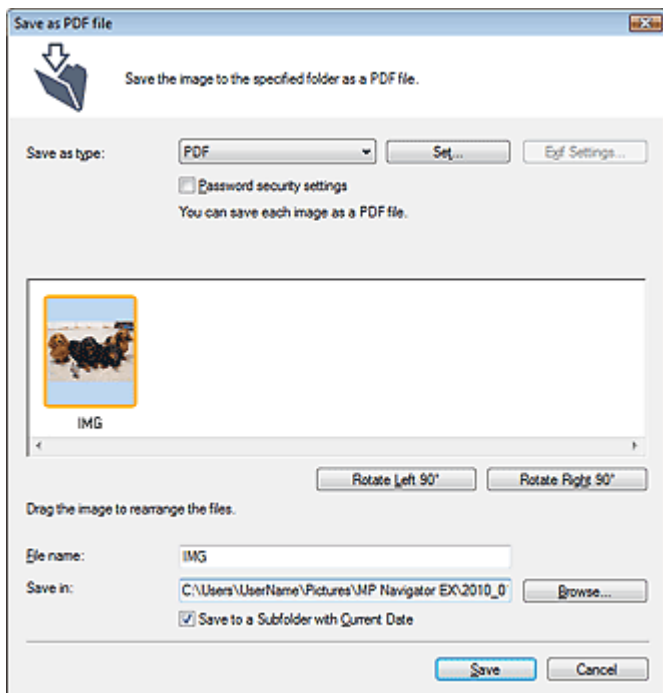
Save as PDF file Dialog Box

The Save as PDF file dialog box opens when you scan from the PDF dialog box of the One-click Mode screen after selecting Open the save dialog box after scanning the image.

In the Save as PDF file dialog box, you can make settings for saving images to a computer.

Important

- You cannot save images scanned at 10501 pixels or more in the vertical and horizontal directions.



• Save as type

Select a PDF file type to save the scanned images.

• PDF

Save each of the selected images as a separate PDF file.

• PDF(Multiple Pages)

Save multiple images in one PDF file.



Note

- PDF(Multiple Pages) is displayed when multiple images are scanned.

• PDF(Add Page)

Add the scanned images to a PDF file. The images are added to the end of the PDF file. You cannot rearrange the pages of the PDF file to which the images are added.

Important

- Images can only be added to PDF files created with MP Navigator EX. You cannot specify PDF files created with other applications. PDF files edited in other applications cannot be specified as well.
- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.

[➔ Setting Passwords for PDF Files](#)

- **Set...**

Make advanced settings for creating PDF files. See "[PDF Settings Dialog Box](#)" for details.

- **Password security settings**

Select this checkbox to open the Password Security -Settings dialog box in which you can set passwords for opening, editing and printing created PDF files.

[➔ Setting Passwords for PDF Files](#)

- **Rotate Left 90° / Rotate Right 90°**

Rotates scanned images 90 degrees counter-clockwise or clockwise.

Select the image you want to rotate and click Rotate Left 90° or Rotate Right 90°.

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save in**

Displays the folder in which to save the PDF files. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

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MP Navigator EX

Mail Dialog Box

Click Mail on the Custom Scan with One-click tab or in the One-click Mode screen to open the Mail dialog box.

Mail

Scan photos or documents and send them via e-mail.

Scan Settings

Document Type: Document

Color Mode: Color

Document Size: Letter

Resolution: 300 dpi

Use the scanner driver Specify...

Save Settings

File Size: Medium (fits in a 800 by 600 window)

File name: IMG

Save as type: JPEG/Exif Set...

Save in: C:\Users\UserName\Pictures\MP Navigator Browse...

Save to a Subfolder with Current Date

Attachment Settings

Mail Program: None (Attach Manually)

Start scanning by clicking the one-click button

Apply Cancel Defaults Scan

Scan Settings

- **Document Type**

Select the type of document to be scanned.

- **Color Mode**

Select how to scan the document.

- **Document Size**

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.

Custom Size Setting

Width: 8.50 inches (1.00-8.50)

Height: 11.00 inches (1.00-11.69)

Units: Inch

OK Cancel

Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

- **Resolution**

Select the resolution at which to scan documents.

➔ [Resolution](#)

- **Use the scanner driver**

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

Color Mode, Document Size, Resolution and other settings in the Mail dialog box will be disabled.

Specify these settings in the ScanGear screen.

- **Specify...**

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ [Scan Settings Dialog Box](#)

Save Settings

- **File Size**

Select a size from Small (fits in a 640 by 480 window), Medium (fits in a 800 by 600 window), Large (fits in a 1024 by 768 window) and Original.

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

Select a file type to save the scanned images.

Select JPEG/Exif, PDF or PDF(Multiple Pages).



Important

- You cannot set passwords for PDF files.
- You cannot select JPEG/Exif when Color Mode is Black and White.

- **Set...**

When Save as type is JPEG/Exif

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

When Save as type is PDF or PDF(Multiple Pages)

Make advanced settings for creating PDF files. See "[PDF Settings Dialog Box](#)" for details.

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

Attachment Settings

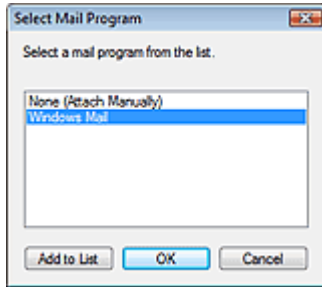
- **Mail Program**

Specify an e-mail software program.



Note

- Select Add... to open the Select Mail Program dialog box in which you can select an e-mail software program. If the e-mail software program you want to use is not listed, click Add to List and select it.



- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Scan**

Scans documents with the specified settings.

When scanning is completed, the e-mail software program starts automatically and a new message screen appears with the image attached.

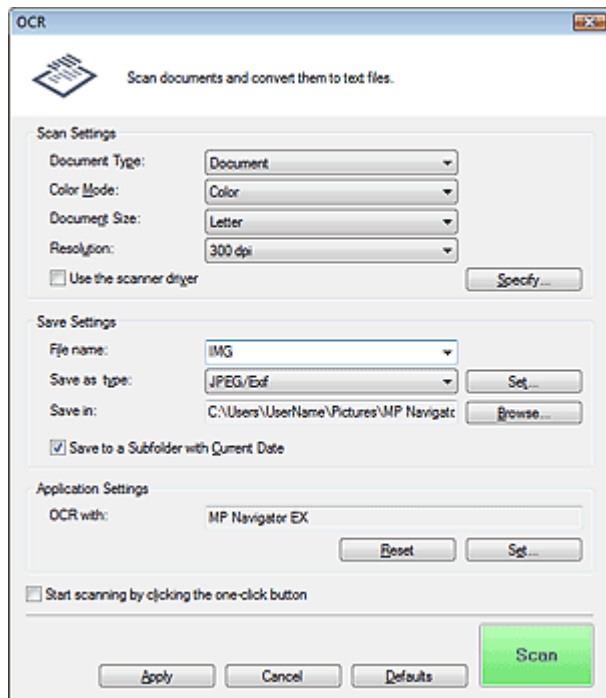
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > OCR Dialog Box

MP Navigator EX

OCR Dialog Box

Click OCR on the Custom Scan with One-click tab or in the One-click Mode screen to open the OCR dialog box.



Scan Settings

- **Document Type**

Select the type of document to be scanned.

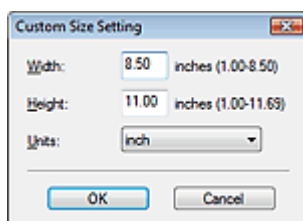
- **Color Mode**

Select how to scan the document.

- **Document Size**

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



- **Resolution**

Select the resolution at which to scan documents.

➔ Resolution

- **Use the scanner driver**

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

Color Mode, Document Size, Resolution and other settings in the OCR dialog box will be disabled. Specify these settings in the ScanGear screen.

- **Specify...**

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ [Scan Settings Dialog Box](#)

Note

- When scanning slanted documents, select the Correct slanted document checkbox to improve the text recognition accuracy.
-

Save Settings

- **File name**

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

Select a file type to save the scanned images.
Select JPEG/Exif, TIFF or BMP.

Important

- You cannot select JPEG/Exif when Color Mode is Black and White.

- **Set...**

When Save as type is JPEG/Exif

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Save to a Subfolder with Current Date**

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

Application Settings

- **OCR with**

Specify an OCR application.

When MP Navigator EX is specified, after the image is scanned, the text in the image is extracted and appears in Notepad (included with Windows).

Note

- Only text written in languages that can be selected on the General tab can be extracted to Notepad (included with Windows). Click Set... on the General tab and specify the language according to the language of the document to be scanned.
When scanning multiple documents, you can collect the extracted text into one file.
➔ [General Tab](#)
- Text displayed in Notepad (included with Windows) is for guidance only. Text in the image of the following types of documents may not be detected correctly.
 - Documents containing text with font size outside the range of 8 points to 40 points (at 300 dpi)

- Slanted documents
 - Documents placed upside down or documents with text in the wrong orientation (rotated characters)
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with narrow line spacing
 - Documents with colors in the background of text
 - Documents containing multiple languages
 - For further procedures, refer to the application's manual.
-

- **Reset**

Cancels the application setting.

- **Set...**

Allows you to select an application.



Important

- Depending on the specified application, the text may not be extracted correctly or the application may not start.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Scan**

Scans documents with the specified settings.

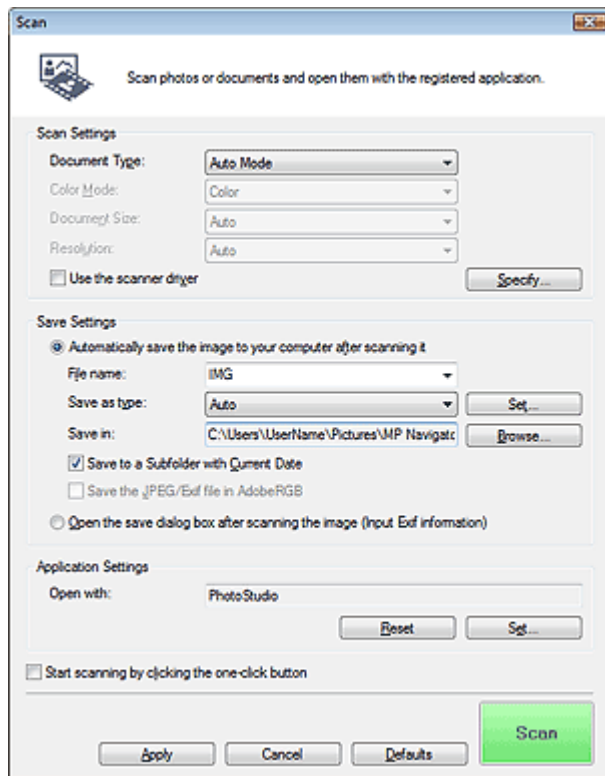
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Scan Dialog Box

MP Navigator EX

Scan Dialog Box

Click Scan on the Custom Scan with One-click tab or in the One-click Mode screen to open the Scan dialog box.



Scan Settings

- **Document Type**

Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well. When Film(Auto mode) is selected, the film type (negative or positive) is automatically detected.

Important

- Document types supported by Auto Mode are photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film.
- The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify the document type or size.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Documents printed on thin white paper
 - Long narrow documents such as panoramic photos
- Reflective CD/DVD labels may not be scanned properly.
- Film may not be scanned correctly when Auto Mode or Film(Auto mode) is selected. In that case, select the type of film and scan again.
- Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly. See "[Placing Documents](#)" for details on how to place documents.

Note

- To reduce moire, set Document Type to Magazine.

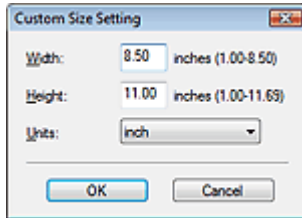
● Color Mode

Select how to scan the document.

● Document Size

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

● Resolution

Select the resolution at which to scan documents. The following scanning resolutions can be specified:

When Document Type is other than film: 75 dpi / 100 dpi / 150 dpi / 200 dpi / 300 dpi / 400 dpi / 600 dpi

When Document Type is film: 300 dpi / 400 dpi / 600 dpi / 1200 dpi / 2400 dpi / 4800 dpi

➔ [Resolution](#)

● Use the scanner driver

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

Color Mode, Document Size, Resolution and other settings in the Scan dialog box will be disabled. Specify these settings in the ScanGear screen.

● Specify...

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ [Scan Settings Dialog Box](#)

Save Settings

● Automatically save the image to your computer after scanning it

Select this to save the images to your computer as specified after scanning them.

The File name, Save as type and Save in settings will be displayed.

● File name

Enter the file name of the image to be saved (up to 64 characters). When saving multiple files, 4 digits are appended to each file name.

● Save as type

Select a file type to save the scanned images.

Select Auto, JPEG/Exif, TIFF or BMP. Auto is displayed when Document Type is Auto Mode.

Important

- When Document Type is Auto Mode and Save as type is Auto, the file format may differ depending on how you place the document.
See "[Placing Documents](#)" for details on how to place documents.
- Large documents (such as A4 size photos) that cannot be placed away from the edges/arrow (alignment mark) of the Platen may be saved as PDF files. To save in a format other than PDF,

scan by specifying the file format.

- You cannot select JPEG/Exif when Color Mode is Black and White.

Note

- When Auto is selected, files are saved in the following formats according to the document type.
Photos, postcards, CD/DVD, business cards and film: JPEG
Magazines, newspapers and text documents: PDF
You can change the file format from Set....
Images saved as PDF files may not open depending on the application. In that case, select an option other than Auto in Save as type.
- If you select JPEG/Exif when Document Type is not Auto Mode, the Save the JPEG/Exif file in AdobeRGB checkbox will be selectable.

• Set...

When Save as type is Auto

You can specify the file format in which to save images. Select a file format for Document and Photo each.

When Save as type is JPEG/Exif

You can specify a compression type for JPEG files. Select High(Low Compression), Standard or Low(High Compression).

• Save in

Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

• Save to a Subfolder with Current Date

Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save scanned files in it. A subfolder with a name such as "2010_01_01" (Year_Month_Date) will be created.

If this checkbox is not selected, files are saved directly in the folder specified in Save in.

• Save the JPEG/Exif file in AdobeRGB

Select this checkbox to save the images in colors that correspond to Adobe RGB.

Important

- This function is available only when Save as type is JPEG/Exif and Document Type is not Auto Mode.
- This function is not available if the Adobe RGB profile is not installed.

Note

- You cannot select this setting if the Use the scanner driver checkbox is selected.
- When you save an image with the Save the JPEG/Exif file in AdobeRGB checkbox selected, an underscore is added to the beginning of the file name. (Example: _Image0001.jpg)

• Open the save dialog box after scanning the image (Input Exif information)

Select this to open the Save dialog box after scanning the images and specify the save settings such as destination folder, file name and Exif information.

➡ [Save Dialog Box](#)

Application Settings

• Open with

Specify an application with which to open scanned images. Drag and drop the icon of an application that supports the file format displayed in Save as type. The specified application starts after images

are scanned.

Important

- Depending on the specified application, the images may not appear correctly or the application may not start.

Note

- For further procedures, refer to the application's manual.

- **Reset**

Cancels the application setting.

- **Set...**

Allows you to select an application to start.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Scan / Preview**

Scans and saves documents with the specified settings. When film is selected for Document Type, this button changes to Preview, and clicking it displays the thumbnails of the photos on the film. In the displayed dialog box, select the checkboxes of the images you want to scan, then click Scan. Starts scanning.

When Save as type is Auto, a confirmation appears. Click Open Manual to open this guide (if it is installed).

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On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Copy Dialog Box

MP Navigator EX

Copy Dialog Box

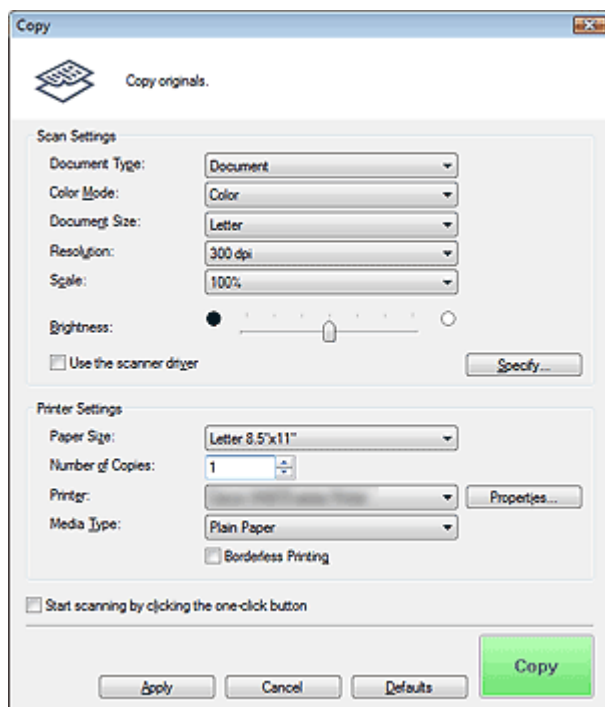
Click Copy on the Custom Scan with One-click tab or in the One-click Mode screen to open the Copy dialog box.

Important

- You can print from the Copy dialog box only when the machine and printer are connected to the same computer. Images may not be printed correctly on a network printer.

Note

- This procedure requires the machine and a printer. Refer to the manual of your printer to prepare it.
- Selectable paper sizes and types vary by printer.
- When multiple documents are placed on the Platen and Auto Mode is selected, each document is scanned individually and printed on a separate sheet of paper. To print multiple documents on one sheet of paper, select a document type other than Auto Mode and select a standard document size (A4, Letter, etc.).



Scan Settings

• Document Type

Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well. When Film(Auto mode) is selected, the film type (negative or positive) is automatically detected.

Important

- Document types supported by Auto Mode are photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film.
- The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify the document type or size.

- A4 size photos
- Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
- Documents printed on thin white paper
- Long narrow documents such as panoramic photos
- Reflective CD/DVD labels may not be scanned properly.
- Film may not be scanned correctly when Auto Mode or Film(Auto mode) is selected. In that case, select the type of film and scan again.

Note

- To reduce moire, set Document Type to Magazine.

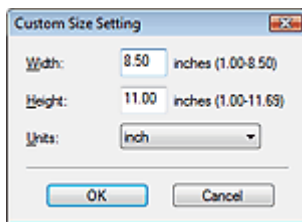
● Color Mode

Select how to scan the document.

● Document Size

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

● Resolution

Select the resolution at which to scan documents. The following scanning resolutions can be specified:

When Document Type is other than film: 150 dpi / 300 dpi / 600 dpi

When Document Type is film: 300 dpi / 400 dpi / 600 dpi / 1200 dpi / 2400 dpi / 4800 dpi

➡ Resolution

● Scale

Select a scale according to the paper to print on or as required.

Select Fit to paper to resize the scanned image automatically to fit to the paper for printing. Since the image's aspect ratio is maintained, margins may appear at the top and bottom or left and right edges of the paper depending on the document and paper sizes.

Select Custom to enter a value in Scale. Enter a percentage (25% to 400%) and click OK.

Note

- Scanned images are printed onto paper of a size that is specified on your printer. For details, refer to the manual of your printer.

● Brightness

Adjust the image brightness.

Move the slider to the left to darken and right to brighten the image.

Important

- This function is available only when Document Type is Magazine or Document.
- This function is not available when Document Size is set to be detected automatically.

● Use the scanner driver

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

Color Mode, Document Size, Resolution and other settings in the Copy dialog box will be disabled. Specify these settings in the ScanGear screen.

- **Specify...**

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ [Scan Settings Dialog Box](#)

Printer Settings

- **Paper Size**

Select the size of paper for printing.




Note

- Selectable paper sizes depend on the selected printer.

- **Number of Copies**

Specify the number of copies to print.

Click  (up and down buttons) to the right of the value or enter a value. Specify up to 99 copies.

- **Printer**

Select a printer to use when multiple printers are connected.

Click Properties... to open a dialog box to configure the printer settings.

- **Media Type**

Select the type of paper to use.



Note

- Selectable paper types depend on the selected printer.

- **Borderless Printing**

Select this checkbox to print borderless images.



Important

- This option is available only for Canon inkjet printers supporting Borderless Printing.
- Since Borderless Printing enlarges the image to a size slightly larger than the paper size, the portion of the image that extends beyond the edges of the paper will not be printed.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Copy / Preview**

Scans and prints documents with the specified settings. When film is selected for Document Type, this button changes to Preview, and clicking it displays the thumbnails of the photos on the film. In the displayed dialog box, select the checkboxes of the images you want to scan, then click Scan.

Starts scanning.

Select the Use the scanner driver checkbox to display the ScanGear screen.

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Print Dialog Box

MP Navigator EX

Print Dialog Box

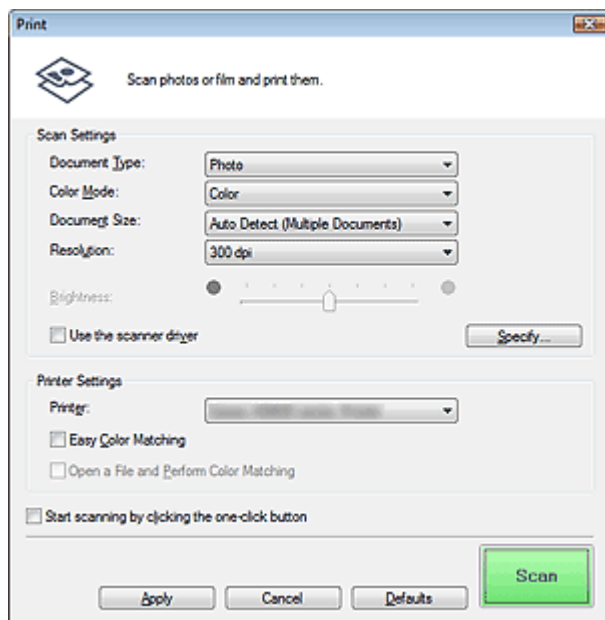
Click Print on the Custom Scan with One-click tab or in the One-click Mode screen to open the Print dialog box.

Important

- You can print with the Print function only when the machine and printer are connected to the same computer. Images may not be printed correctly on a network printer.

Note

- This procedure requires the machine and a printer. Refer to the manual of your printer to prepare it.
- When multiple documents are placed on the Platen and Auto Mode is selected, each document is scanned individually and printed on a separate sheet of paper. To print multiple documents on one sheet of paper, select a document type other than Auto Mode and select a standard document size (A4, Letter, etc.).



Scan Settings

• Document Type

Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well. When Film(Auto mode) is selected, the film type (negative or positive) is automatically detected.

Important

- Document types supported by Auto Mode are photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film.
- The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify the document type or size.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Documents printed on thin white paper

- Long narrow documents such as panoramic photos
- Reflective CD/DVD labels may not be scanned properly.
- Film may not be scanned correctly when Auto Mode or Film(Auto mode) is selected. In that case, select the type of film and scan again.

Note

- To reduce moire, set Document Type to Magazine.

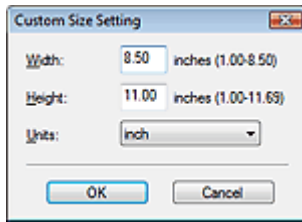
● Color Mode

Select how to scan the document.

● Document Size

Select the size of the document to be scanned.

When you select Custom, a screen in which you can specify the document size appears. Select a Units, then enter the Width and Height and click OK.



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow (alignment mark) of the Platen.

● Resolution

Select the resolution at which to scan documents. The following scanning resolutions can be specified:

When Document Type is other than film: 150 dpi / 300 dpi / 600 dpi

When Document Type is film: 300 dpi / 400 dpi / 600 dpi / 1200 dpi / 2400 dpi / 4800 dpi

➔ Resolution

● Brightness

Adjust the image brightness.

Move the slider to the left to darken and right to brighten the image.

Important

- This function is available only when Document Type is Magazine or Document.
- This function is not available when Document Size is set to be detected automatically.
- This function is not available when the Easy Color Matching checkbox is selected.

● Use the scanner driver

Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.

Color Mode, Document Size, Resolution and other settings in the Print dialog box will be disabled.

Specify these settings in the ScanGear screen.

Important

- This function is not available when the Easy Color Matching checkbox is selected.

● Specify...

Opens the Scan Settings dialog box in which you can make advanced scan settings.

➔ Scan Settings Dialog Box

Printer Settings

● Printer

Select a printer to use when multiple printers are connected.

- **Easy Color Matching**

Perform color matching between the machine and printer.

Color matching is performed only when using a Canon inkjet printer supporting Easy Color Matching.

 **Important**

- This option is not available when Color Mode is Black and White or Grayscale.

 **Note**

- It is recommended that you use Photo Paper Plus Glossy II when using Easy Color Matching.
- Easy Color Matching may not be available depending on the type of paper to use. In that case, install the Add-On Module for your printer driver.
Access our website to obtain the Add-On Module for your printer driver.
- Recommended Image Correction, Auto Photo Fix and Auto Document Fix in the Scan Settings dialog box will be disabled when using Easy Color Matching.

- **Open a File and Perform Color Matching**

This option is available if the Easy Color Matching checkbox is selected.

Open a JPEG file saved in the Adobe RGB color tone, perform Easy Color Matching and display the image in the Print Layout dialog box.

When this checkbox is selected, Scan changes to Open.

Click Open and select a JPEG file saved in the Adobe RGB color tone.

 **Important**

- This function does not scan images.

 **Note**

- Use the Save or Scan dialog box to create and save images in the Adobe RGB color tone.
- You can only specify one image at a time.

- **Start scanning by clicking the one-click button**

Select this checkbox to start scanning when you click an icon in One-click Mode.

- **Apply**

Saves and applies the specified settings.

Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**


Cancels the specified settings. The current screen closes.

- **Defaults**

Returns all settings in the screen to their defaults.

- **Scan / Preview**

Scans documents with the specified settings and opens the Print Layout dialog box.

 [Print Layout Dialog Box](#)

When film is selected for Document Type, this button changes to Preview, and clicking it displays the thumbnails of the photos on the film. In the displayed dialog box, select the checkboxes of the images you want to scan, then click Scan. Starts scanning.

Select the Use the scanner driver checkbox to display the ScanGear screen. The Print Layout dialog box opens after you press Scan.

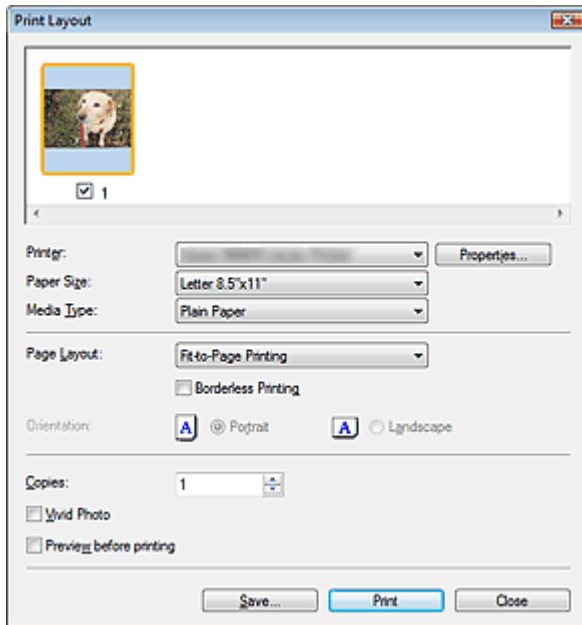
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Print Layout Dialog Box

MP Navigator EX

Print Layout Dialog Box

The Print Layout dialog box opens after scanning from Print on the Custom Scan with One-click tab or in the One-click Mode screen.



Note

- Double-click an image to display it in a different window.

• Printer

Select the printer to use.

• Properties...

Displays the selected printer's advanced setting screen.

• Paper Size

Select the size of paper for printing. Match the size to the size of the paper set in the printer.

• Media Type

Select the type of paper for printing. Print quality may be fixed depending on the paper type.

• Page Layout

Select a print type.

• Normal-size Printing

Print one image per sheet.

• Fit-to-Page Printing

Print an image at the paper size (enlarged or reduced).

• Borderless Printing

Select this checkbox to print the image on an entire sheet of paper without margins.

Important

- Page Layout cannot be specified when you select Borderless Printing.
- This setting is only available with Canon inkjet printers that support borderless printing.

- **Orientation**

Specify the print orientation.

**Important**

- This setting is available only when Page Layout is Normal-size Printing. For others, the image is automatically rotated according to the aspect ratio of the paper.

- **Copies**

Specify the number of copies to print.

- **Vivid Photo**

Select this checkbox to print the image in vivid colors.

**Important**

- This function is not available when a printer other than a Canon inkjet printer is selected for Printer.

- **Preview before printing**

Select this checkbox to display the print result before printing.

- **Save...**

Save the scanned images.

- **Print**

Starts printing.

**Note**

- Only the images in the Thumbnail window with the checkbox selected are printed.

- **Close**

Closes the dialog box without printing.

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On-screen Manual

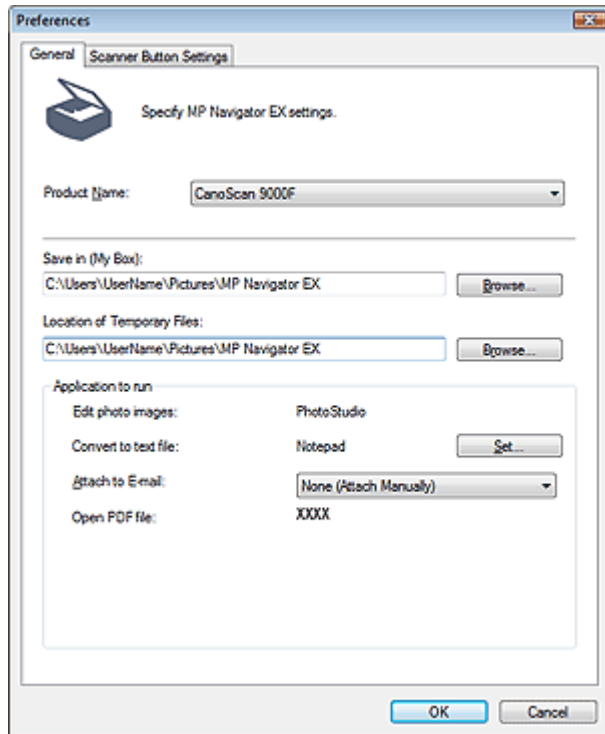
On-screen Manual > Scanning Guide > MP Navigator EX Screens > Preferences Dialog Box

MP Navigator EX

Preferences Dialog Box

Click Preferences to open the Preferences dialog box.

In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions via the General and Scanner Button Settings tabs.



Note

- See the corresponding sections below for details on each tab.
 - General Tab
 - Scanner Button Settings Tab

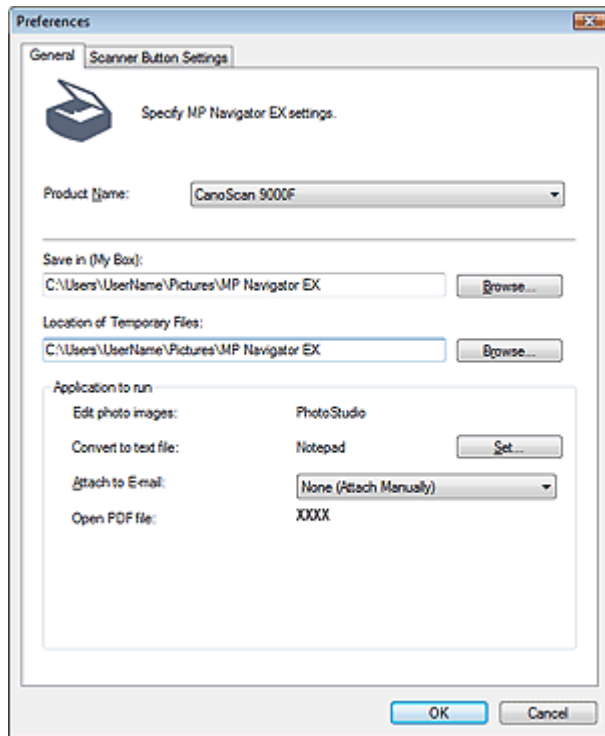
On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > General Tab

MP Navigator EX

General Tab

On the General tab, you can specify general MP Navigator EX settings.



- **Product Name**

Displays the product name of the machine that MP Navigator EX is currently configured to use. If the displayed product is not the one you want to use, select the desired product from the list.

- **Save in (My Box)**

Displays the folder in which to save scanned documents. To change the folder, click Browse... to specify another one.

The following folders are specified by default.

Windows 7: MP Navigator EX folder in My Pictures folder

Windows Vista: MP Navigator EX folder in Pictures folder

Windows XP: MP Navigator EX folder in My Pictures folder

Windows 2000: MP Navigator EX folder in My Pictures folder

- **Location of Temporary Files**

Displays the folder in which to save images temporarily. To change the folder, click Browse... to specify another one.



Important

- An error may occur if you set the destination to the root directory of the drive on which the operating system is installed. Be sure to specify a folder.
- An error may occur if you set the destination to a network folder. Be sure to specify a local folder.

- **Application to run**

Displays the applications that can be started via MP Navigator EX. Install the applications from the *Setup CD-ROM* that accompanies the machine.

For Attach to E-mail, you can select an e-mail software program to start.

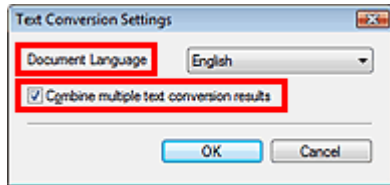
For Open PDF file, the application associated with the .pdf file extension by the operating system is displayed.

Important

- You can change which items are installed during installation from the *Setup CD-ROM* by selecting Custom Install. If you choose not to install some applications with Custom Install, the corresponding MP Navigator EX functions will be unavailable. To use those functions, install the corresponding applications.

Note

- For Convert to text file, Notepad (included with Windows) is displayed. Click Set... to open a dialog box, then specify Document Language and how to scan multiple documents.



- Document Language
Specify the language according to the language of the document to be scanned. Only text written in languages that can be selected in the Document Language can be extracted to Notepad.
- Combine multiple text conversion results
When scanning multiple documents, select the checkbox to collect the conversion results (text) into one file.
When the checkbox is selected, you can scan up to 99 pages at one time.
Deselect the checkbox to display each conversion result (text) in a separate file.
When the checkbox is not selected, you can scan up to 10 pages at one time.

On-screen Manual

On-screen Manual > Scanning Guide > MP Navigator EX Screens > Scanner Button Settings Tab

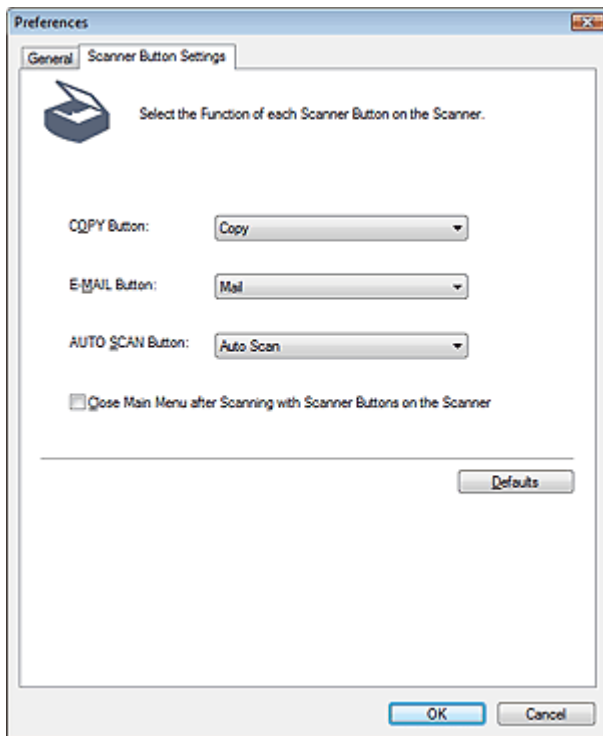
MP Navigator EX

Scanner Button Settings Tab

Assign an MP Navigator EX function to each Scanner Button.

You can assign the Auto Scan, Save, Copy, Print, Mail, OCR, Scan or Show Main Menu function to each button.

By default, the Copy, Mail, and Auto Scan functions are assigned to the COPY, E-MAIL, and AUTO SCAN buttons respectively.



Important

- You cannot assign the same function to two or more Scanner Buttons. (For example, you cannot assign the Copy function to the COPY button and AUTO SCAN button at the same time.)

- **Close Main Menu after Scanning with Scanner Buttons on the Scanner**

Select this checkbox to close the Main Menu (opened via a Scanner Button) automatically after scanning.

- **Defaults**

Returns all button settings to their defaults.

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Opening Files Other than Scanned Images](#)

MP Navigator EX

Opening Files Other than Scanned Images

You can save or print data other than scanned images using MP Navigator EX.

- **Using images saved on a computer**

- ➔ [Opening Images Saved on a Computer](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Opening Files Other than Scanned Images > Opening Images Saved on a Computer

MP Navigator EX

Opening Images Saved on a Computer

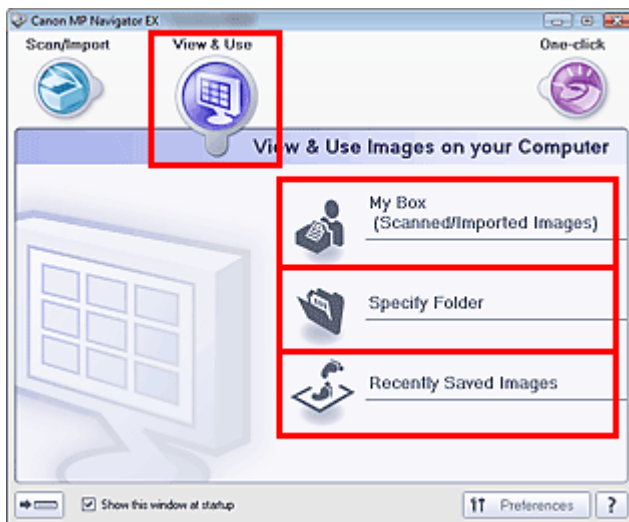
You can open images saved on a computer and print them or attach them to e-mail using MP Navigator EX. You can also edit them using an application that accompanies the machine.

1. Start MP Navigator EX and open the Navigation Mode screen.


➔ Starting MP Navigator EX

2. In the Navigation Mode screen, point to View & Use and click My Box (Scanned/Imported Images), Specify Folder or Recently Saved Images.

Click My Box (Scanned/Imported Images) to open images saved in My Box (Scanned/Imported Images), click Specify Folder to open images saved in a specific folder, or click Recently Saved Images to open recently saved images.

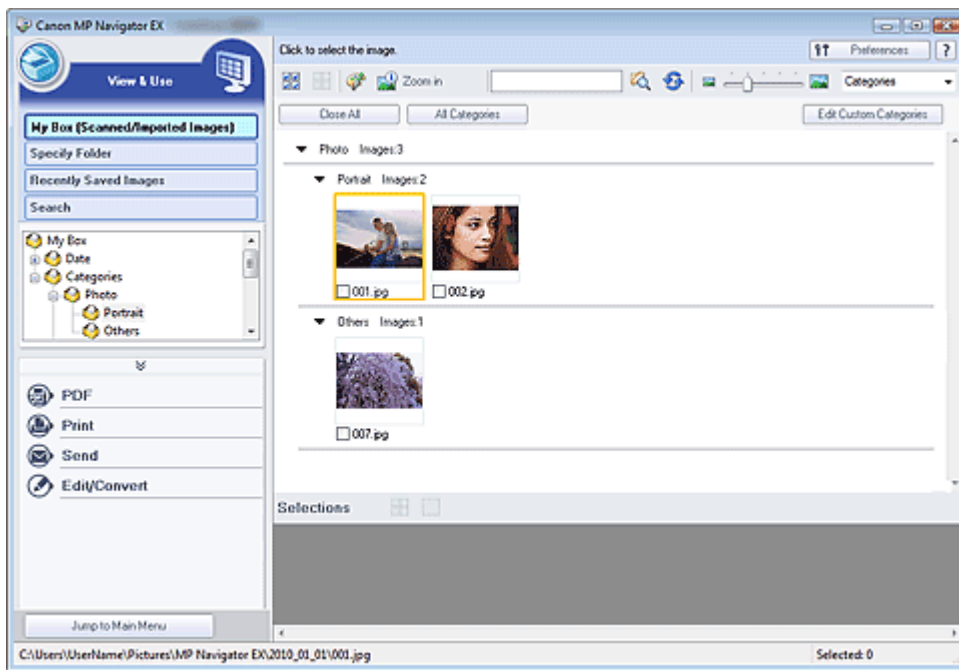


Note

- If the Show this window at startup checkbox is not selected, the last used screen appears. If the Scan/Import window is displayed, click  (View & Use) on the upper left of the screen. The View & Use window opens.
- See "View & Use Images on your Computer Tab" for details on the View & Use Images on your Computer tab.

3. Click the folder containing the images you want to open.

Images saved in the folder appear in the Thumbnail window.



4. Select the images you want to use, then select what you want to do with them.

See the corresponding sections below for details on using images.

- ➔ Creating/Editing PDF Files
- ➔ Printing Documents
- ➔ Printing Photos
- ➔ Sending via E-mail
- ➔ Editing Files

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On-screen Manual

On-screen Manual > Scanning Guide > What Is ScanGear (Scanner Driver)?

ScanGear

What Is ScanGear (Scanner Driver)?

ScanGear (scanner driver) is software required for scanning documents and film. It enables you to specify the output size and make image corrections when scanning.

ScanGear can be started from MP Navigator EX or from other applications that are compatible with a standard interface called TWAIN. (ScanGear is a TWAIN-compatible driver.)

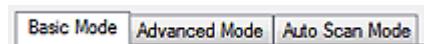
What You Can Do with This Software

This software enables you to preview scan results or set document type and output size, etc. when scanning documents and film. It is useful when you want to scan in a specific color tone, as it allows you to make various corrections and adjust brightness, contrast, etc.

Screens

There are three modes: Basic Mode, Advanced Mode and Auto Scan Mode.

Switch modes by clicking a tab on the upper right of the screen.

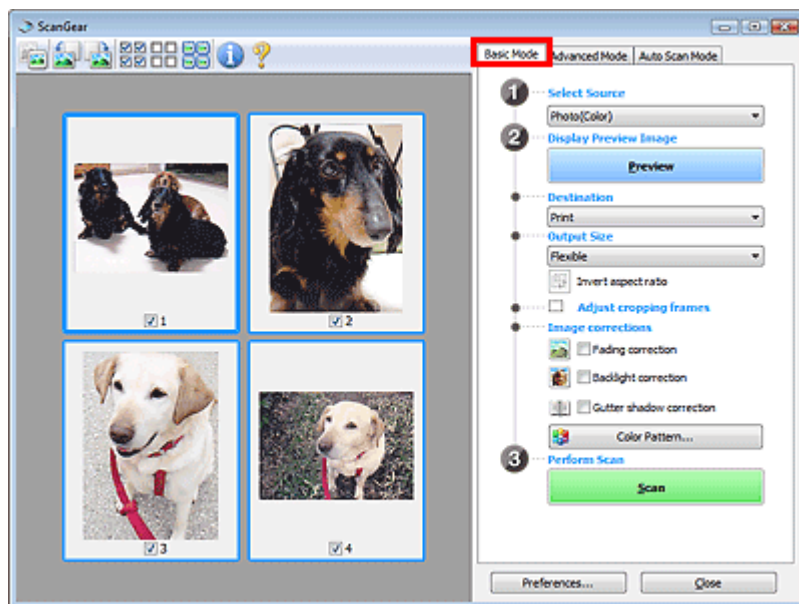


Note

- ScanGear starts in the last used mode.
- Settings are not retained when you switch between modes.

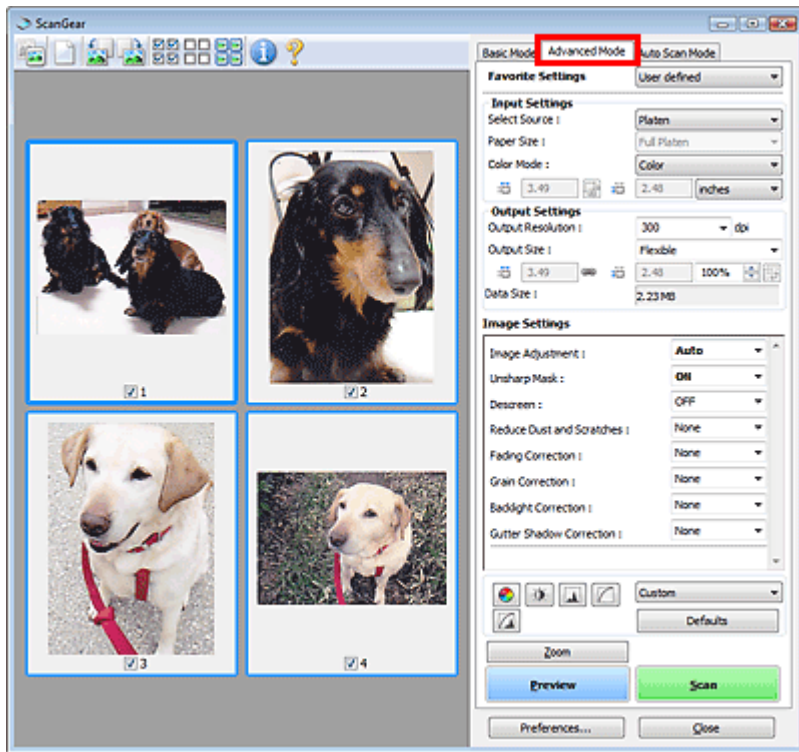
Basic Mode

Use Basic Mode to scan easily by following three simple on-screen steps (**1** , **2** and **3**).



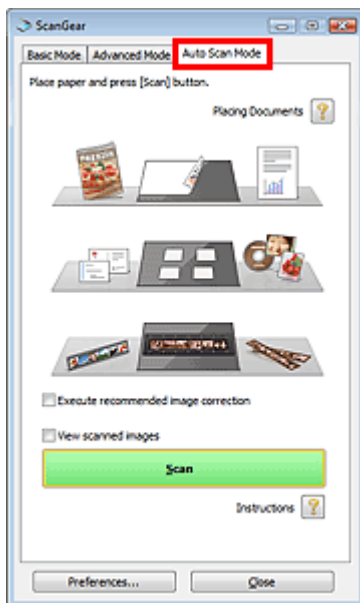
Advanced Mode

Use Advanced Mode to specify color mode, output resolution, image brightness, color tone, etc. when scanning.



Auto Scan Mode

Use Auto Scan Mode to scan easily by simply placing documents on the Platen and clicking Scan.



On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Scanning with Advanced Settings Using ScanGear \(Scanner Driver\)](#)

ScanGear

Scanning with Advanced Settings Using ScanGear (Scanner Driver)

- **Starting ScanGear (scanner driver)**
 - ➔ [Starting ScanGear \(Scanner Driver\)](#)
- **Scanning documents after making simple image corrections**
 - ➔ [Scanning in Basic Mode](#)
- **Scanning documents after making advanced image corrections and brightness/color adjustments**
 - ➔ [Scanning in Advanced Mode](#)
 - ➔ [Scanning Film in Advanced Mode](#)
- **Scanning with a simple operation**
 - ➔ [Scanning in Auto Scan Mode](#)
- **Scanning multiple documents at one time after making image corrections and color adjustments**
 - ➔ [Scanning Multiple Documents at One Time with ScanGear \(Scanner Driver\)](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning with Advanced Settings Using ScanGear (Scanner Driver) > Starting ScanGear (Scanner Driver)

ScanGear

Starting ScanGear (Scanner Driver)

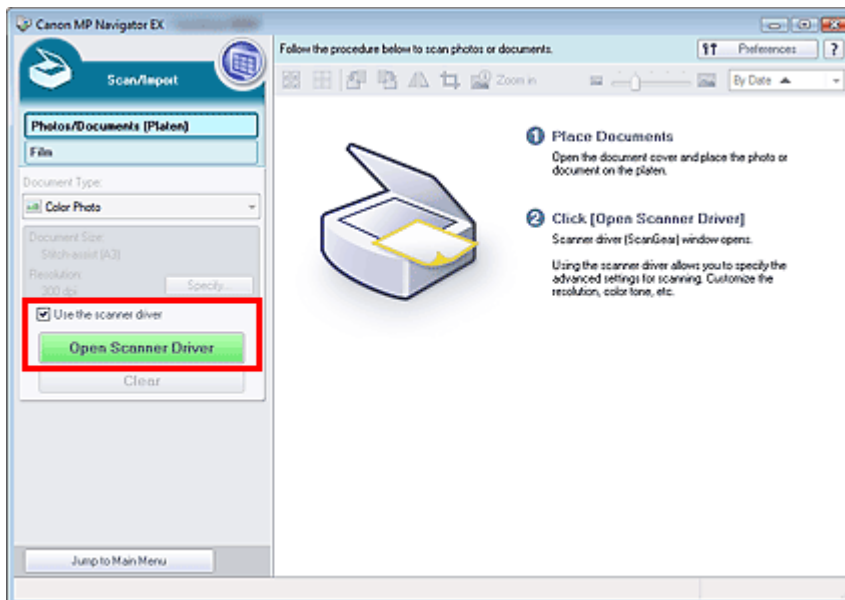
Use ScanGear (scanner driver) to make image corrections and color adjustments when scanning. ScanGear can be started from MP Navigator EX or an application.

Starting from MP Navigator EX

Navigation Mode Screen

Follow these steps to start ScanGear from the Navigation Mode screen of MP Navigator EX.

1. Start MP Navigator EX and open the Navigation Mode screen.
 - ➔ Starting MP Navigator EX
2. Point to Scan/Import and click Photos/Documents (Platen).
The Scan/Import window opens.
3. Select the Use the scanner driver checkbox, then click Open Scanner Driver.

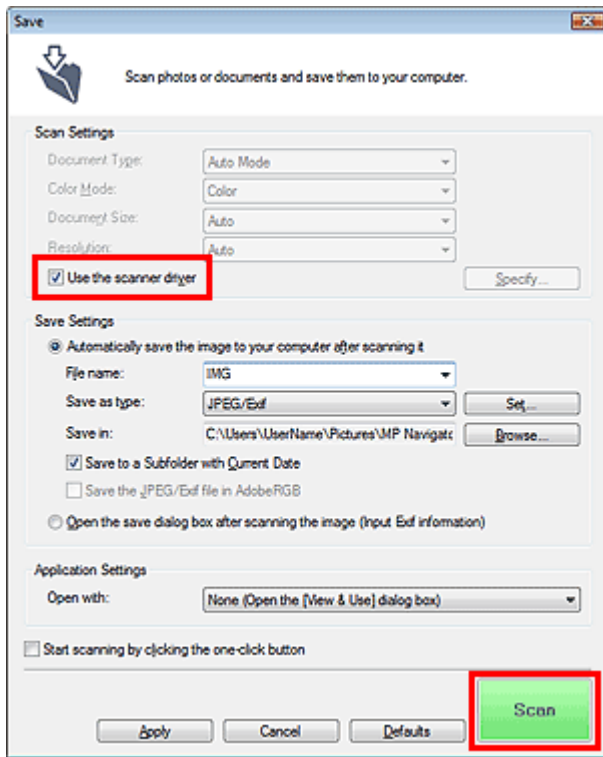


The ScanGear screen appears.

One-click Mode Screen

Follow these steps to start ScanGear from the One-click Mode screen of MP Navigator EX.

1. Start MP Navigator EX and open the One-click Mode screen.
 - ➔ Starting MP Navigator EX
2. Click the corresponding icon.
The corresponding dialog box opens.
3. Select the Use the scanner driver checkbox in Scan Settings, then click Scan.



The ScanGear screen appears.

Important

- Use the scanner driver is not displayed in the PDF dialog box or Auto Scan dialog box.

Starting from an Application

Follow these steps (example) to start ScanGear from an application.

The procedure varies depending on the application. For details, refer to the application's manual.

1. Start the application.
2. On the File menu of the application, select Select Source and select the machine.
3. Select the command to scan a document (Scan/Import, Acquire image, etc.).

The ScanGear screen appears.

On-screen Manual

On-screen Manual > Scanning Guide > Scanning with Advanced Settings Using ScanGear (Scanner Driver) > Scanning in Basic Mode

ScanGear

Scanning in Basic Mode


In Basic Mode, you can scan easily by following the on-screen steps.

This section explains how to scan a single document and how to scan color film.

See "Scanning Multiple Documents at One Time with ScanGear (Scanner Driver) " to scan multiple documents at one time.

See "Scanning Film in Advanced Mode" to scan black and white film or 120 Format Film.

Important

- The following types of documents may not be cropped correctly. In that case, click  (Thumbnail) on the Toolbar to switch to whole image view and scan.
 - Photos that have a whitish border
 - Documents printed on white paper, hand-written text, business cards, etc.
 - Thin documents
 - Thick documents
- The following types of documents cannot be cropped correctly.
 - Documents smaller than 1.18 inches (3 cm) square
 - Photos that have been cut to various shapes

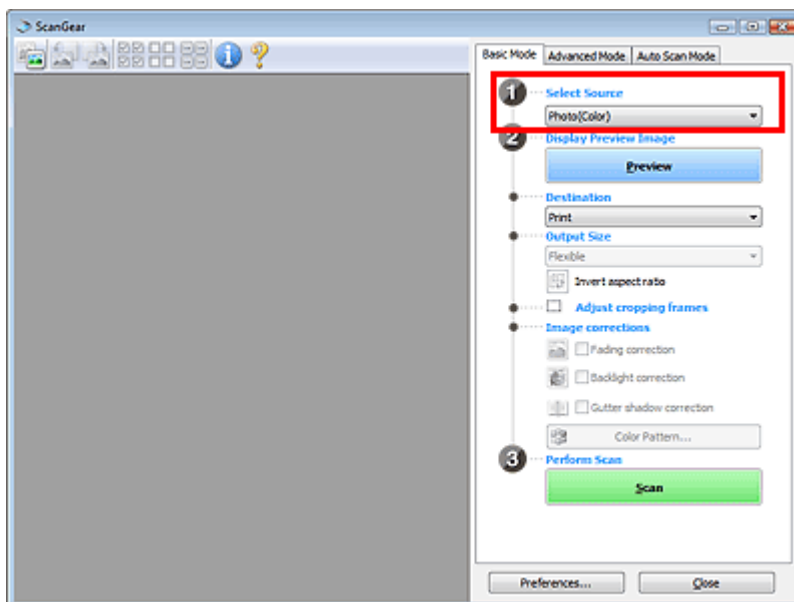
1. Place the document or film on the Platen, then start ScanGear (scanner driver).

➔ Starting ScanGear (Scanner Driver)

Important

- Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow (alignment mark) of the Platen. See "Placing Film" for details on how to place film.

2. Set Select Source according to the document or film placed on the Platen.



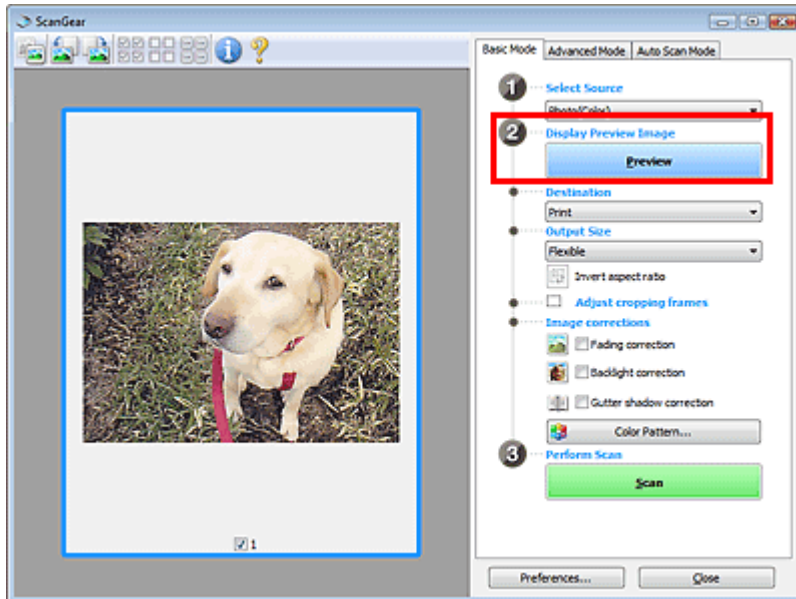
 Note

- To scan magazines containing many color photos, select Magazine(Color).

3. Click Preview.

When Photo or Document is Previewed

Preview image appears in the Preview area.



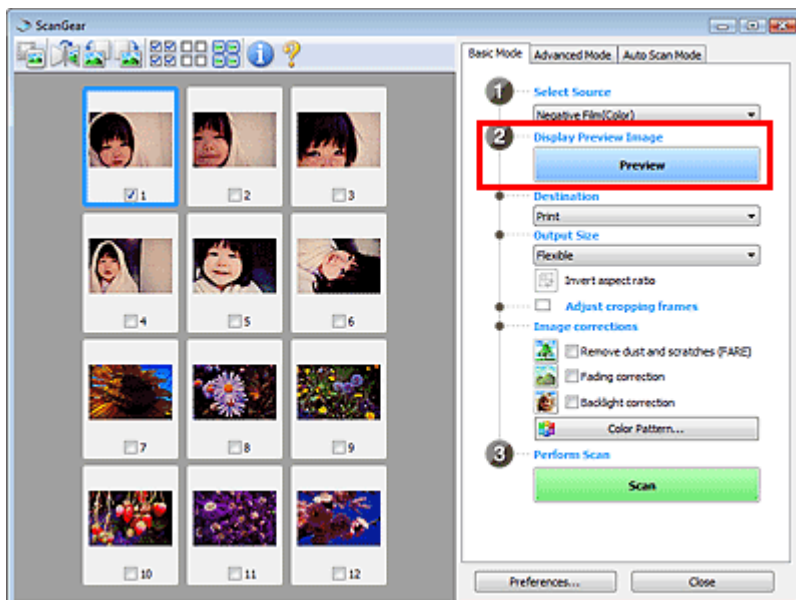
Note

- Colors are adjusted based on the document type selected in Select Source.

When Film is Previewed

Preview images appear in the Preview area. Images are cropped (scan areas are specified) automatically according to the film size.

Select the frames to scan.



Important

- Film cannot be scanned without previewing.

4. Set Destination.**5.** Set Output Size.

Output size options vary by the item selected in Destination.

6. Adjust the scan area (cropping frame) as required.


Adjust the size and position of the cropping frame (scan area) on the preview image.

➔ [Adjusting Cropping Frames](#)

7. Set Image corrections as required.**8.** Click Scan.

Starts scanning.

 **Note**

- Click  (Information) to open a dialog box in which you can check the current scan settings (document type, etc.).
- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.

➔ [Scan Tab](#)

Related Topic

▶ [Basic Mode Tab](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning with Advanced Settings Using ScanGear (Scanner Driver) > Scanning in Advanced Mode



Scanning in Advanced Mode


In Advanced Mode, you can specify the color mode, output resolution, image brightness, color tone, etc. when scanning.

This section explains how to scan a single document.

See "Scanning Multiple Documents at One Time with ScanGear (Scanner Driver) " to scan multiple documents at one time.

See "Scanning Film in Advanced Mode" to scan film.

Important

- The following types of documents may not be cropped correctly. In that case, click  (Thumbnail) on the Toolbar to switch to whole image view and scan.
 - Photos that have a whitish border
 - Documents printed on white paper, hand-written text, business cards, etc.
 - Thin documents
 - Thick documents
- The following types of documents cannot be cropped correctly.
 - Documents smaller than 1.18 inches (3 cm) square
 - Photos that have been cut to various shapes

1. Place the document on the Platen, then start ScanGear (scanner driver).

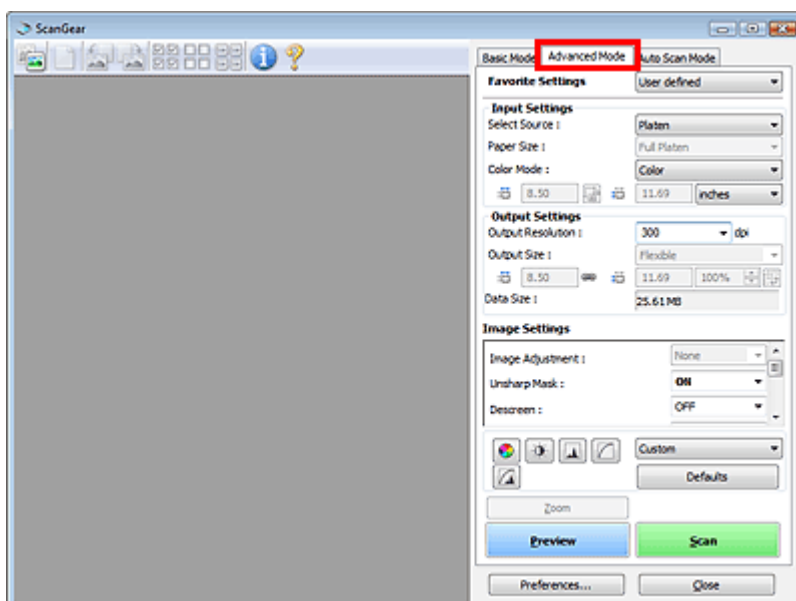
➔ Starting ScanGear (Scanner Driver)

Important

- Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow (alignment mark) of the Platen.

2. Click Advanced Mode.

The Advanced Mode tab appears.



Note

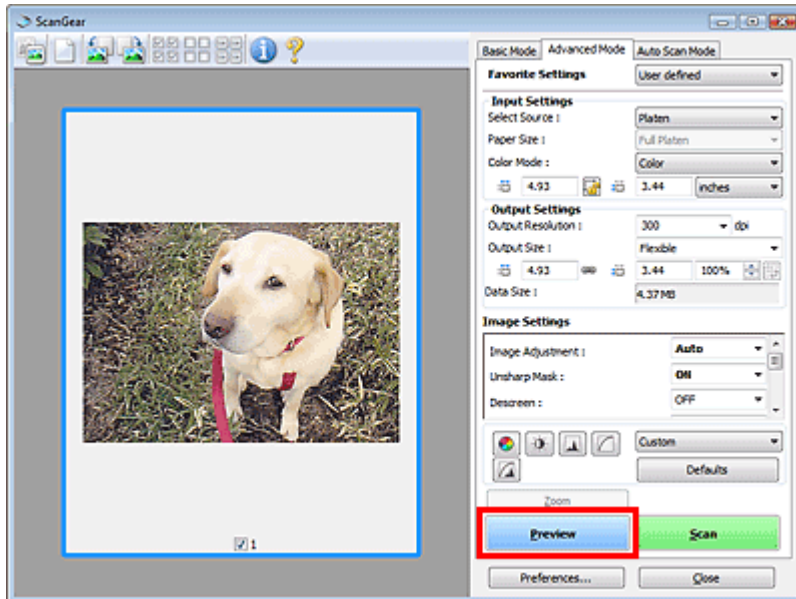
- Settings are not retained when you switch between modes.

3. Set Input Settings according to the document or purpose.

➔ [Input Settings](#)

4. Click Preview.

Preview image appears in the Preview area.



Note

- If you scan without preview, the show-through reduction function will be active. This function is useful when scanning magazines. However, when scanning photos, the color tone of the scanned image may differ from the source due to the show-through reduction function. In that case, use preview first.

5. Set Output Settings.

➔ [Output Settings](#)

6. Adjust the cropping frame (scan area), correct image and adjust colors as required.

➔ [Adjusting Cropping Frames](#)


➔ [Image Settings](#)

➔ [Color Adjustment Buttons](#)

7. Click Scan.

Starts scanning.

Note

- Click  (Information) to open a dialog box in which you can check the current scan settings (document type, etc.).
- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.

➔ [Scan Tab](#)

Related Topic

▶ [Advanced Mode Tab](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning with Advanced Settings Using ScanGear (Scanner Driver) > Scanning in Auto Scan Mode

ScanGear

Scanning in Auto Scan Mode

You can scan easily in Auto Scan Mode of ScanGear (scanner driver) by letting it automatically determine the type of document placed on the Platen.

Important

- Supported document types are photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film. To scan other documents, specify the document type on the Basic Mode tab or the Advanced Mode tab.
 - ➔ [Scanning in Basic Mode](#)
 - ➔ [Scanning in Advanced Mode](#)
- To scan black and white film or 120 Format Film, scan from the Advanced Mode tab of ScanGear.
 - ➔ [Scanning Film in Advanced Mode](#)

1. Place the document on the Platen, then start ScanGear.

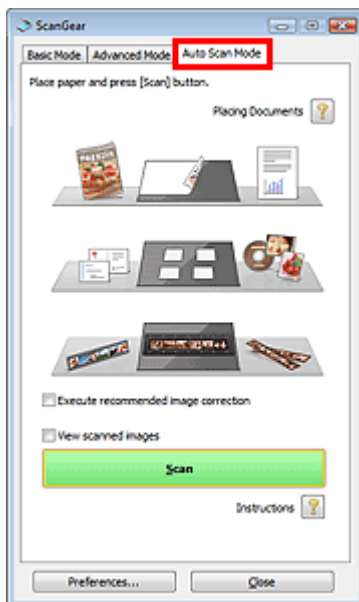
- ➔ [Placing Documents](#)
- ➔ [Starting ScanGear \(Scanner Driver\)](#)

2. Click Auto Scan Mode.

The Auto Scan Mode tab appears.

Note

- Select the Execute recommended image correction checkbox to apply suitable corrections automatically according to the type of document to be scanned.



3. Click Scan.

Starts scanning.

Note

- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.

➡ Scan Tab

Related Topic

▶ Auto Scan Mode Tab

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning with Advanced Settings Using ScanGear (Scanner Driver) > Scanning Film in Advanced Mode

ScanGear

Scanning Film in Advanced Mode

In Advanced Mode, you can specify the color mode, output resolution, image brightness, color tone, etc. when scanning.

This section explains how to scan film.

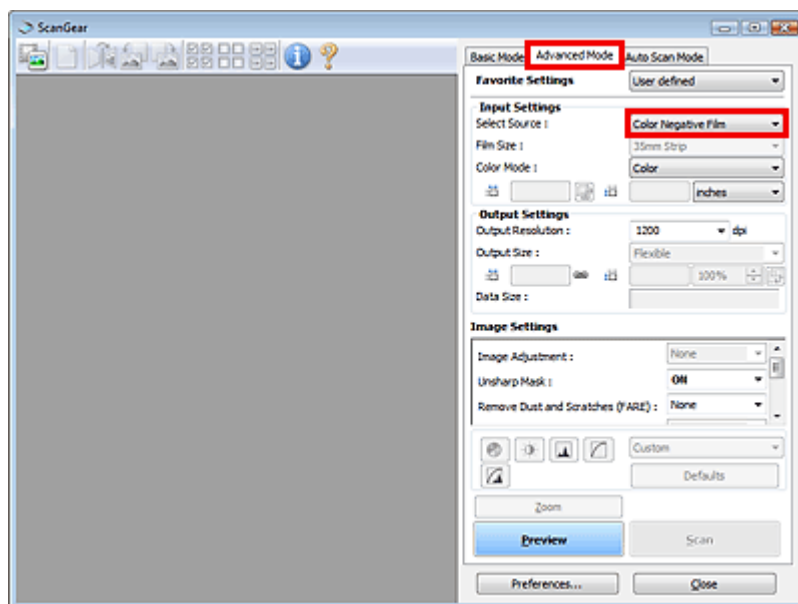
1. Place the film on the Platen, then start ScanGear (scanner driver).

- ➔ Placing Film
- ➔ Starting ScanGear (Scanner Driver)

Important

- Some applications cannot receive images scanned in Color(48bit) or Grayscale(16bit), or may close when such images are received.

2. Click Advanced Mode and select film for Select Source.



Note

- Settings are not retained when you switch between modes.

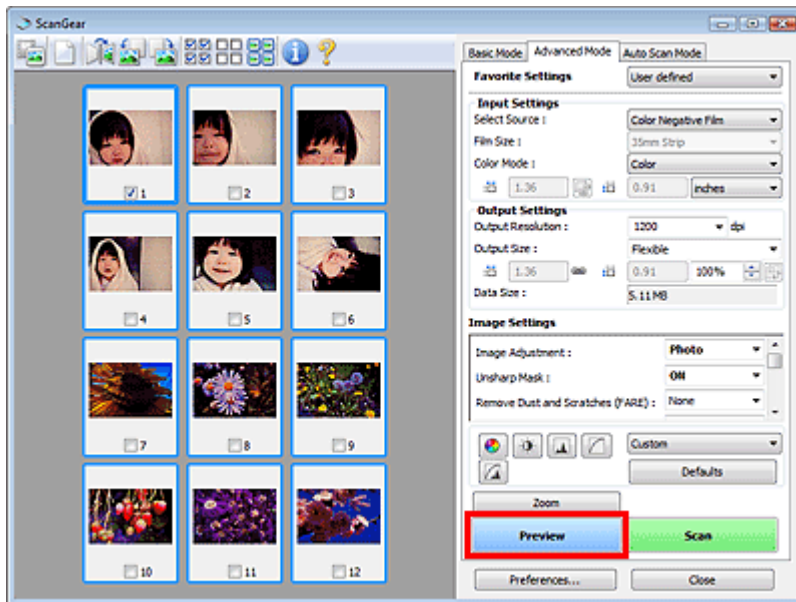
3. Set Input Settings according to the film or purpose.

- ➔ Input Settings

4. Click Preview.

Preview images appear in the Preview area. Images are cropped (scan areas are specified) automatically according to the film size.

Select the frames to scan.



5. Set Output Settings.

➔ Output Settings

Note

- When the data size exceeds 1.8 GB, select the Enable Large Image Scans checkbox on the Scan tab of the Preferences dialog box. This will enable you to scan images of up to 4.0 GB.

6. Adjust the cropping frame (scan area), correct image and adjust colors as required.

➔ Adjusting Cropping Frames

➔ Image Settings

➔ Color Adjustment Buttons


Note

- You can correct each image separately. Select the frame you want to correct.

7. Click Scan.

Starts scanning.

Note

- Click  (Information) to open a dialog box in which you can check the current scan settings (document type, etc.).
- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.

➔ Scan Tab

Related Topic

► Advanced Mode Tab

On-screen Manual

On-screen Manual > Scanning Guide > Scanning with Advanced Settings Using ScanGear (Scanner Driver) > Scanning Multiple Documents at One Time with ScanGear (Scanner Driver)

ScanGear

Scanning Multiple Documents at One Time with ScanGear (Scanner Driver)

You can scan two or more photos (small documents) on the Platen at one time in Basic Mode and Advanced Mode of ScanGear (scanner driver).

This section explains how to scan multiple documents from the Basic Mode tab.

Important

- To scan multiple documents as a single image, scan in whole image view.
- The following types of documents may not be cropped correctly. In that case, adjust the cropping frames (scan areas) in whole image view and scan.
 - Photos that have a whitish border
 - Documents printed on white paper, hand-written text, business cards, etc.
 - Thin documents
 - Thick documents
- ➔ [Scanning Multiple Documents in Whole Image View](#)
- The following types of documents cannot be cropped correctly.
 - Documents smaller than 1.18 inches (3 cm) square
 - Photos that have been cut to various shapes

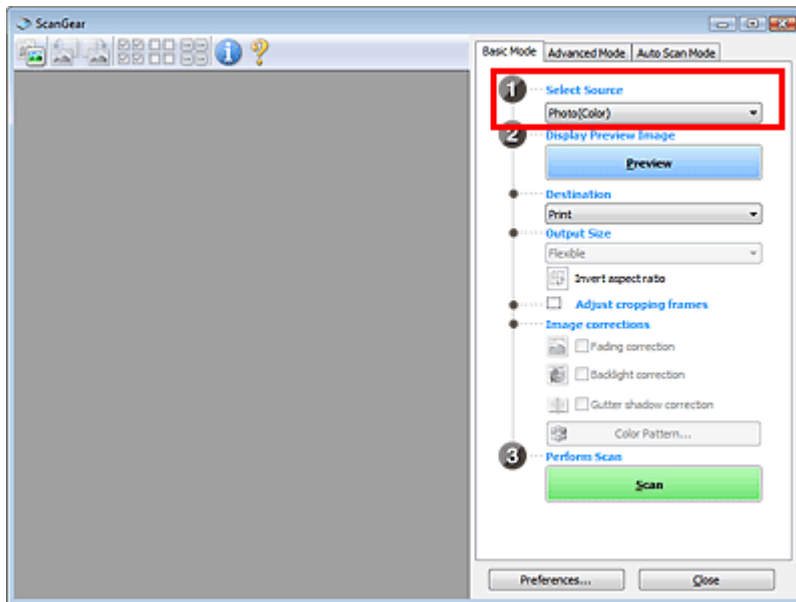
Note

- See "[Scanning in Auto Scan Mode](#)" to scan easily by automatically detecting the document type.
- You can also scan multiple documents at one time from the Advanced Mode tab. Use the Advanced Mode tab to make advanced scan settings such as the color mode, output resolution, image brightness and color tone.
- See the corresponding sections below for details on the Basic Mode tab and Advanced Mode tab.
 - ➔ [Basic Mode Tab](#)
 - ➔ [Advanced Mode Tab](#)

1. Place the document on the Platen, then start ScanGear.

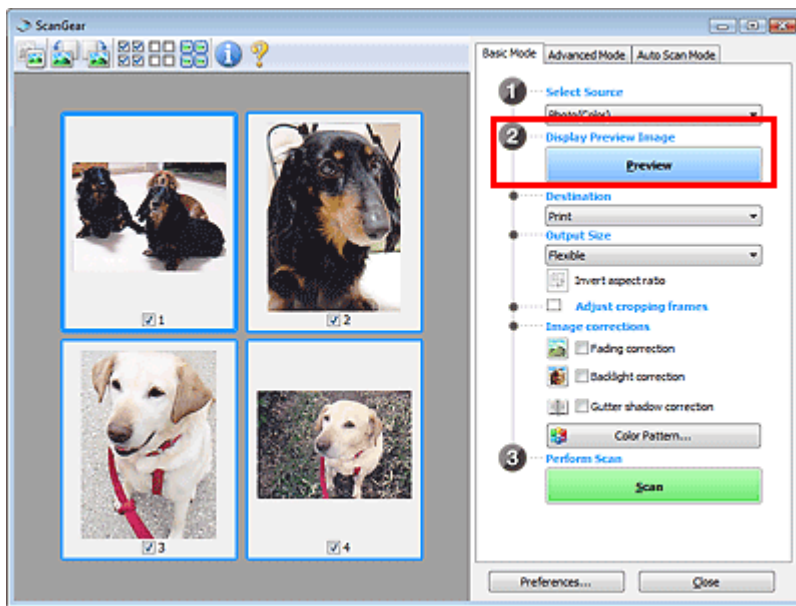
- ➔ [Placing Documents](#)
- ➔ [Starting ScanGear \(Scanner Driver\)](#)

2. Set Select Source according to the document placed on the Platen.



3. Click Preview.

Thumbnails of the preview images appear in the Preview area. Images are cropped (scan areas are specified) automatically according to the document size.



4. Set Destination.

5. Set Output Size.

6. Adjust the scan areas (cropping frames) and set Image corrections as required.

Note

- You can correct each image separately. Select the frame you want to correct.
- In thumbnail view, you can only create one cropping frame (scan area) per image. To create multiple cropping frames in an image, scan in whole image view.
 - ➔ [Scanning Multiple Documents in Whole Image View](#)

7. Select the images you want to scan.

Select the checkboxes of the images you want to scan.

- Click Scan.

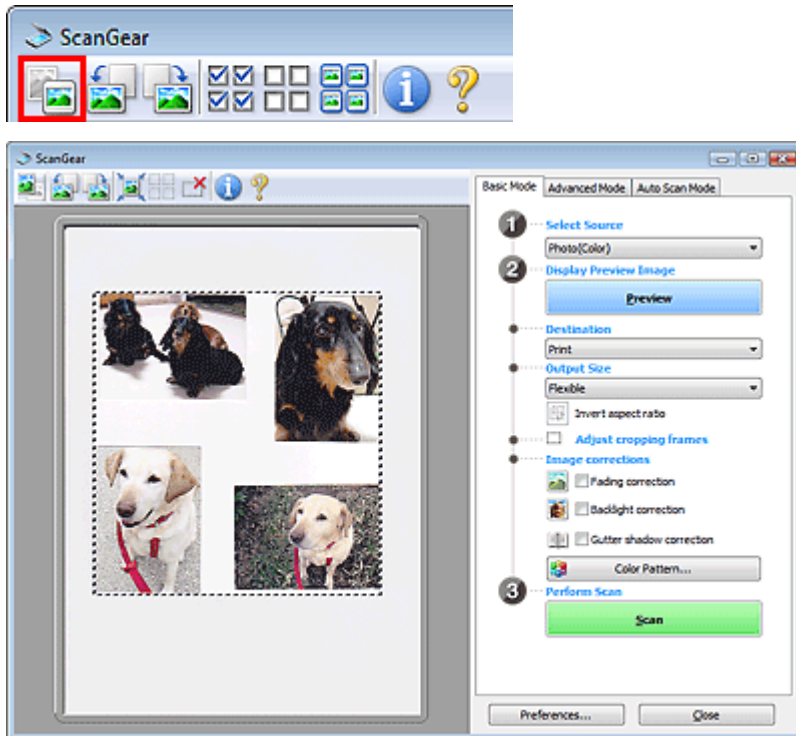
Scanning Multiple Documents in Whole Image View

Follow these steps if thumbnails are not displayed correctly when previewed or if you want to scan multiple documents as a single image.


Note

- Positions of slanted documents are not corrected in whole image view.

- After previewing images, click  (Thumbnail) on the Toolbar. Switch to whole image view.



Note

- When the whole image is displayed, the icon changes to  (Whole Image).

- Adjust the scan areas (cropping frames).

Adjust the size and position of the cropping frame (scan area) on the preview image. You can also create two or more cropping frames.

If an area is not specified, the document will be scanned at the document size (Auto Crop). If an area is specified, only the portion in the specified area will be scanned.

➔ [Adjusting Cropping Frames](#)

- Set Destination.

- Set Output Size.

- Set Image corrections as required.

- Click Scan.

Areas framed by broken lines are scanned.

 **Note**

- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.

[➔ Scan Tab](#)

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Correcting Images and Adjusting Colors with ScanGear (Scanner Driver)

The following sections provide you with tips and know-how on advanced scanning techniques involving color/brightness adjustment, etc.

- **Sharpening out-of-focus photos, reducing dust and scratches, and correcting faded colors**
 - ➔ Correcting Images (Unsharp Mask, Reduce Dust and Scratches, Fading Correction, etc.)
- **Previewing and changing the color tone of the entire image to scan**
 - ➔ Adjusting Colors Using a Color Pattern
- **Brightening colors that have faded with time or due to colorcast**
 - ➔ Adjusting Saturation and Color Balance
- **Adjusting images that are too dark or bright, or too flat due to lack of contrast**
 - ➔ Adjusting Brightness and Contrast
- **Adjusting the color tone using histogram (a graph showing brightness distribution)**
 - ➔ Adjusting Histogram
- **Adjusting the image brightness using tone curve (a graph of brightness balance)**
 - ➔ Adjusting Tone Curve
- **Sharpening characters in text documents or reducing show-through effects**
 - ➔ Setting Threshold

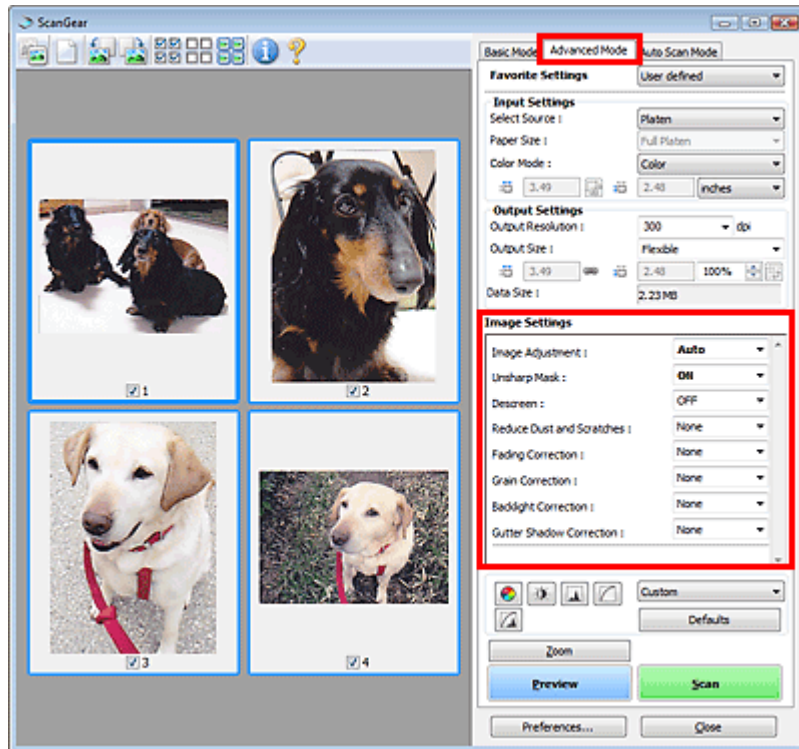
On-screen Manual

On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Correcting Images (Unsharp Mask, Reduce Dust and Scratches, Fading Correction, etc.)

ScanGear

Correcting Images (Unsharp Mask, Reduce Dust and Scratches, Fading Correction, etc.)

The Image Settings functions in Advanced Mode tab of ScanGear (scanner driver) allow you to enhance the outline of the subjects, reduce dust/scratches and correct faded colors when scanning images.



Setting Items

Click  (Arrow) of a function and select an item from the pull-down menu.



Important

- Do not apply these functions to images without moire, dust/scratches or faded colors. The color tone may be adversely affected.
- See "Image Settings" for details and precautions on each function.

Note

- See "Scanning in Advanced Mode" to start ScanGear in Advanced Mode tab and scan.
- The setting items vary depending on whether Select Source is Platen or film.

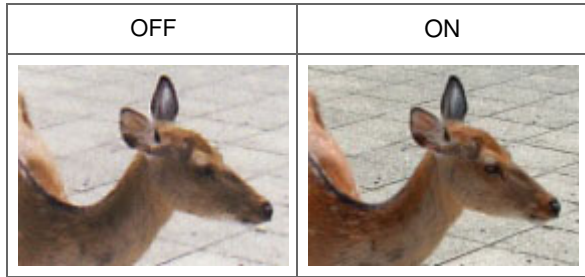
Adjusting the image brightness and color tone

Set Image Adjustment to Auto, Photo, Magazine, Newspaper or Document according to the document type.



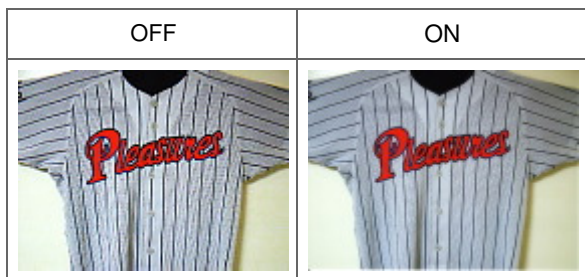
Sharpening slightly out-of-focus images

Set Unsharp Mask to ON.



Reducing gradations and stripe patterns

Set Descreen to ON.



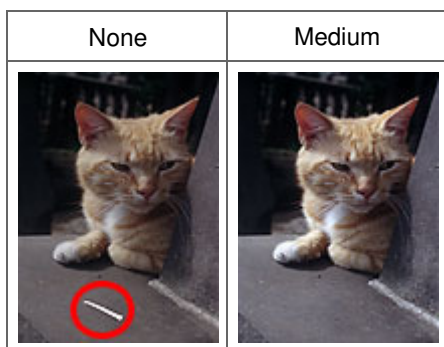
Note

- "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned. Descreen is the function for reducing this moire effect.

Removing dust and scratches when scanning film

Set Remove Dust and Scratches (FARE) to Low, Medium or High according to the degree of dust and scratches.

Dust and scratches on film will be removed automatically when scanning.



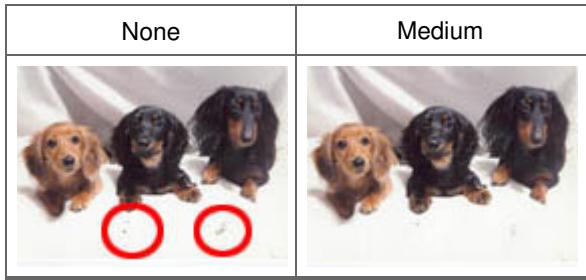
Note

- When the resolution is set to 4801 dpi or higher and the Remove Dust and Scratches (FARE)

checkbox is selected, scanning takes longer than usual. Also, make sure that there is sufficient free hard disk space before scanning.

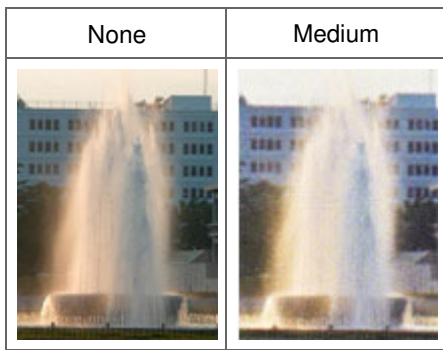
Reducing dust and scratches on photos

Set Reduce Dust and Scratches to Low, Medium or High according to the degree of dust and scratches.



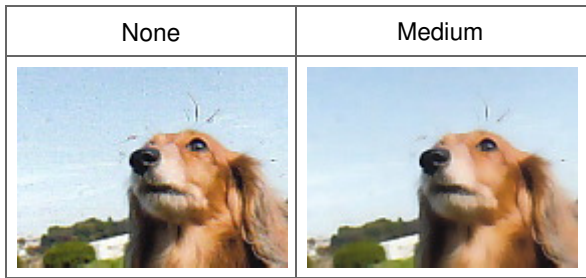
Correcting photos that have faded with time or due to colorcast

Set Fading Correction to Low, Medium or High according to the degree of fading or colorcast.



Reducing graininess

Set Grain Correction to Low, Medium or High according to the degree of graininess.



Correcting backlit images

Set Backlight Correction to Low, Medium or High according to the degree of backlight.




Correcting shadows that appear between pages when scanning open booklets

Set Gutter Shadow Correction to Low, Medium or High according to the degree of shadows.






Adjusting the film exposure manually

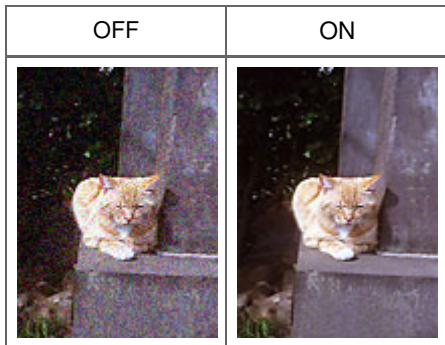
Click  (Down arrow) of Exposure/Tone Settings.

Select the Manual Exposure checkbox and adjust the exposure within the range of 50% to 200%.



Scanning film at high quality

Click  (Down arrow) of Exposure/Tone Settings and set High Quality to ON.



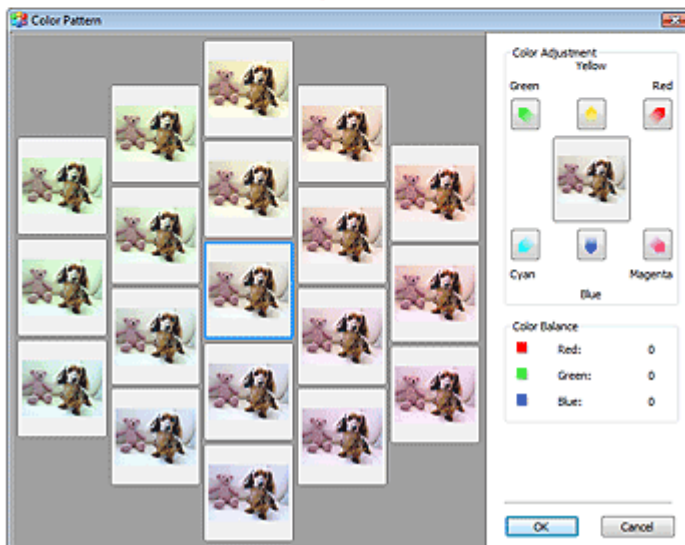
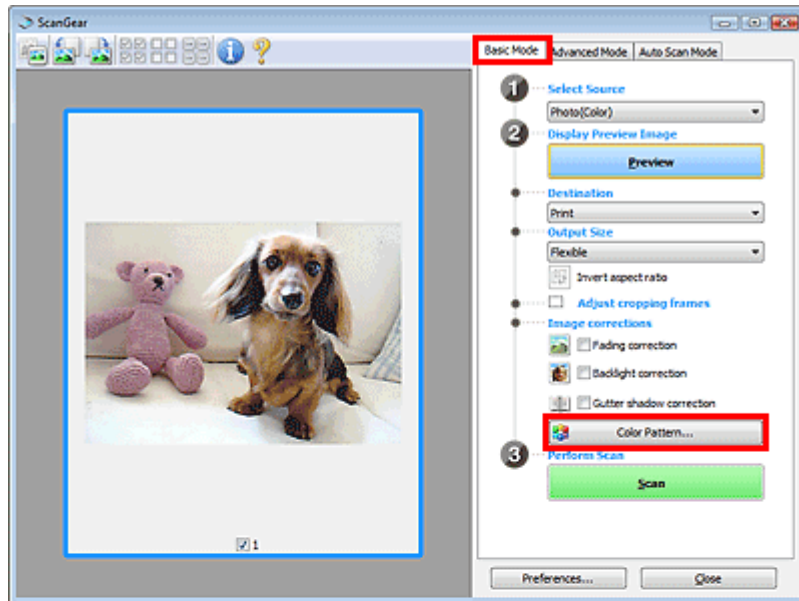
On-screen Manual

On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Adjusting Colors Using a Color Pattern

ScanGear

Adjusting Colors Using a Color Pattern

You can preview color changes and reproduce natural colors by using the Color Pattern function in ScanGear (scanner driver)'s Basic Mode tab.



Color Adjustment

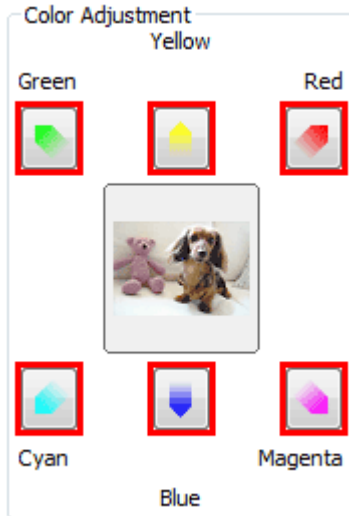
Correct colors that have faded with time or due to colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

Click an arrow in Color Adjustment to emphasize the corresponding color.

Cyan & red, magenta & green and yellow & blue are complementary color pairs (each pair produces a shade of gray when mixed). You can reproduce the natural colors of the scene by reducing the cast color and increasing the complementary color.

It is recommended that you find a portion in the image where it should be white, and adjust the colors so that the portion turns white.

Preview image appears in the center. Preview image colors change as you adjust them.



Below is an example of correcting a bluish image.

Since Blue and Green are too strong, click the Yellow and Magenta arrows to correct.



Note


- Color adjustments are applied only to the scan area (cropping frame) or the frame selected in thumbnail view.
You can select multiple frames or cropping frames by clicking them while pressing the Ctrl key.
- You can also select a color tone from the color pattern displayed on the left of the Color Pattern screen.
- You can also use this function to add a specific tint to an image. Increase the magenta to add a warm tint, and increase the blue to add a cool tint.

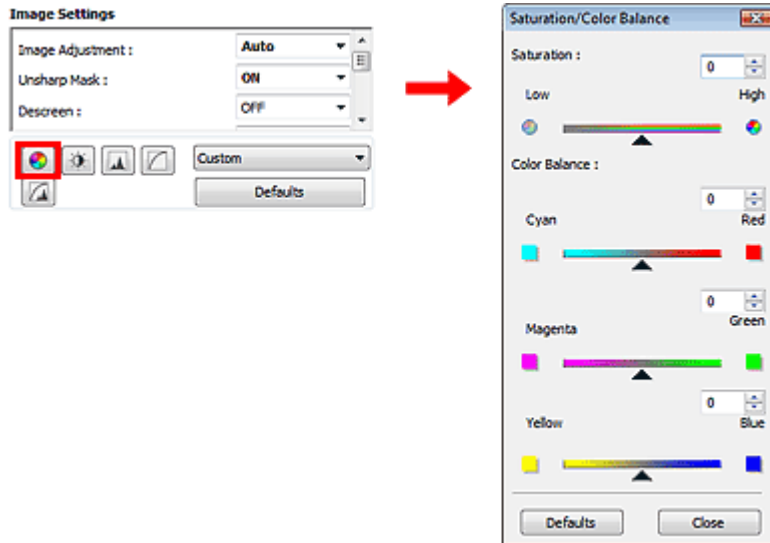
On-screen Manual

On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Adjusting Saturation and Color Balance

ScanGear

Adjusting Saturation and Color Balance

In ScanGear (scanner driver)'s Advanced Mode tab, click  (Saturation/Color Balance).




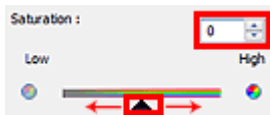
Note

- Click Defaults to reset all adjustments in the current window.

Saturation

Adjust the image's saturation (vividness). You can brighten colors that have faded with time, etc.

Move  (Slider) under Saturation to the left to decrease the saturation (darken the image), and to the right to increase the saturation (brighten the image). You can also enter a value (-127 to 127).



Note

- The natural color tone of the original image may be lost if you increase saturation too much.

Color Balance

Adjust images that have a colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

Move ▲ (Slider) under Color Balance to the left or right to emphasize the corresponding color.

Cyan & Red

Magenta & Green

Yellow & Blue

These are complementary color pairs (each pair produces a shade of gray when mixed). You can reproduce the natural colors of the scene by reducing the cast color and increasing the complementary color.

It is usually difficult to correct the image completely by adjusting only one color pair. It is recommended that you find a portion in the image where it should be white, and adjust all three color pairs so that the portion turns white.

You can also enter a value (-127 to 127).

Below is an example of an image in which the "Cyan & Red" pair has been adjusted.




Cyan is increased	Red is increased
	

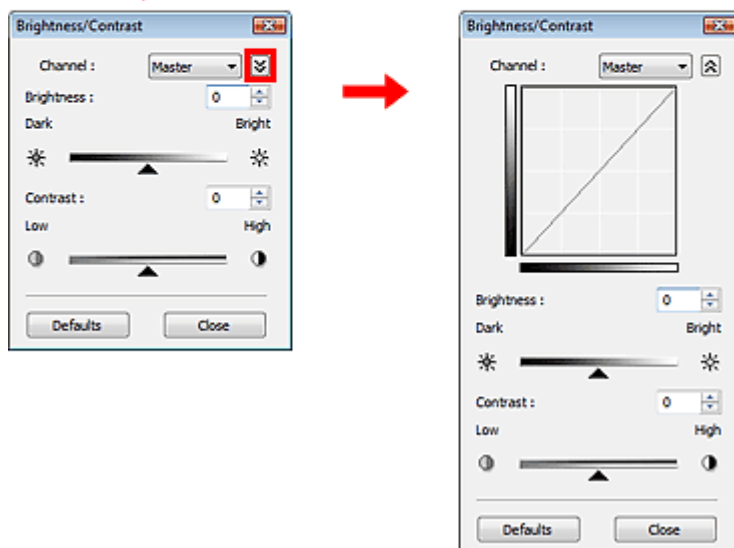
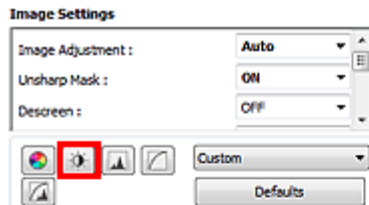
On-screen Manual

On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Adjusting Brightness and Contrast



ScanGear

Adjusting Brightness and Contrast

In ScanGear (scanner driver)'s Advanced Mode tab, click  (Brightness/Contrast).



Note

- Click  (Down arrow) to switch to detailed view. Click  (Up arrow) to return to the previous view.
- Click Defaults to reset all adjustments in the current window.

Channel

Each dot of an image is a mixture of Red, Green and Blue in various proportions (gradation). These colors can be adjusted individually as a "channel."

- **Master**
Adjust the Red, Green and Blue combined.
- **Red**
Adjust the Red channel.
- **Green**
Adjust the Green channel.
- **Blue**
Adjust the Blue channel.

Note

- Only Grayscale will be displayed in Channel when Color Mode is Grayscale or Grayscale(16bit).

Brightness

Adjust the image brightness. Move ▲ (Slider) under Brightness to the left to darken and right to brighten the image. You can also enter a value (-127 to 127).



Note

- Highlights may be lost if you brighten the image too much, and shadows may be lost if you darken the image too much.

Contrast

"Contrast" is the degree of difference between the brighter and darker parts of an image. Increasing contrast will increase the difference, thus sharpening the image. Decreasing contrast will decrease the difference, thus softening the image.

Move ▲ (Slider) under Contrast to the left to decrease and right to increase the contrast of the image. You can also enter a value (-127 to 127).



Note


- Increasing the contrast is effective in adding a three-dimensional feel to soft images. However, shadows and highlights may be lost if you increase the contrast too much.

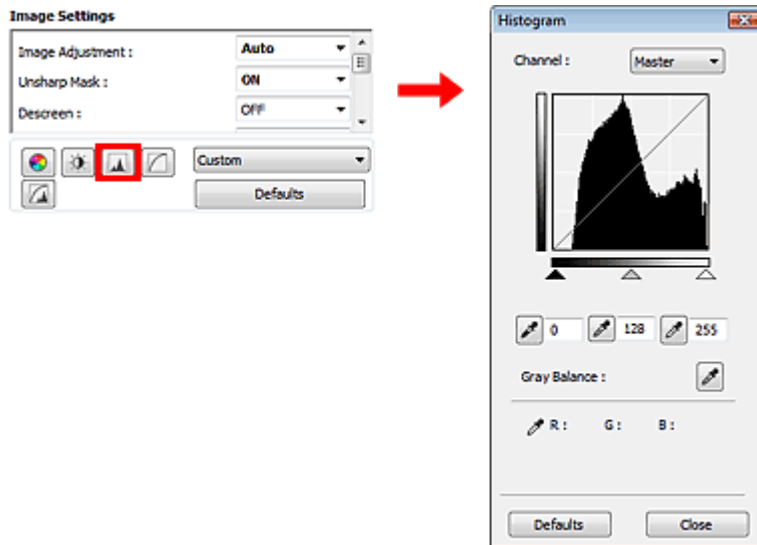
On-screen Manual

On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Adjusting Histogram

ScanGear

Adjusting Histogram

In ScanGear (scanner driver)'s Advanced Mode tab, click  (Histogram).



Note

- Click Defaults to reset all adjustments in the current window.

Channel

Each dot of an image is a mixture of Red, Green and Blue in various proportions (gradation). These colors can be adjusted individually as a "channel."

- Master**
 Adjust the Red, Green and Blue combined.
- Red**
 Adjust the Red channel.
- Green**
 Adjust the Green channel.
- Blue**
 Adjust the Blue channel.

Note

- Only Grayscale will be displayed in Channel when Color Mode is Grayscale or Grayscale(16bit).

Reading Histograms

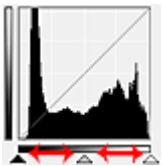
You can see the histogram of a specified area for each Channel. The higher the histogram peak, the more data is distributed to that level.



(1) Bright area	(2) Dark area	(3) Whole image
More data is distributed to the highlight side.	More data is distributed to the shadow side.	Data is widely distributed between the highlight and shadow.

Adjusting Histograms (Using the Slider)

Select a Channel, then move ▲ (Black-point Slider) or △ (White-point Slider) to specify the level to be set as the shadow or highlight.



- All parts to the left of ▲ (Black-point Slider) will be black (level 0).
- The parts at △ (Mid-point Slider) will turn to the color exactly between the black-point and white-point.
- All parts to the right of △ (White-point Slider) will turn white (level 255).

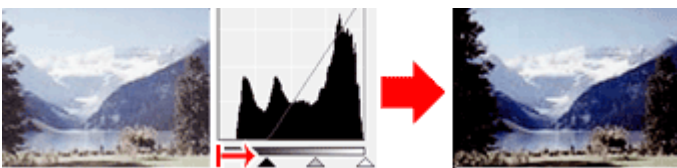
When Image Adjustment is set to anything but None, the adjustments shown below are performed automatically.

Moving the Black-point and White-point Sliders

Move the Black-point Slider or White-point Slider to adjust brightness.

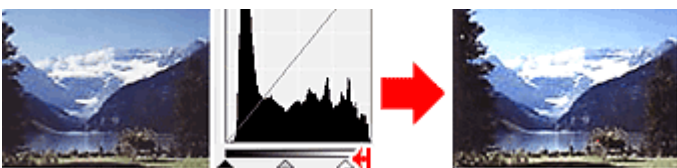
Images with more data distributed to the highlight side

Move the Black-point Slider toward the highlight side.



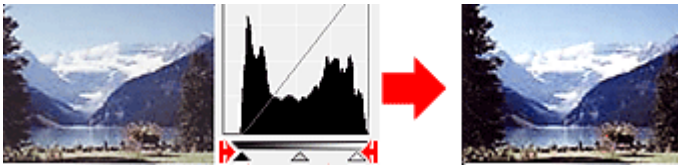
Images with more data distributed to the shadow side

Move the White-point Slider toward the shadow side.



Images with widely distributed data

Move the Black-point Slider toward the highlight side, and White-point Slider toward the shadow side.

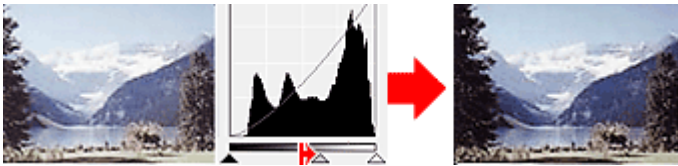


Moving the Mid-point Slider

Move the Mid-point Slider to specify the level to be set as the middle of the tonal range.

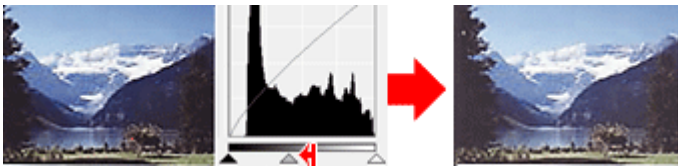
Images with more data distributed to the highlight side

Move the Mid-point Slider toward the highlight side.



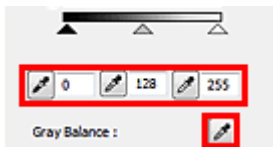
Images with more data distributed to the shadow side





Move the Mid-point Slider toward the shadow side.



Adjusting Histograms (Using the Droppers)

When you select a Channel and click the Black-point, Mid-point or White-point Dropper, the mouse pointer on the preview image changes to a dropper. Click a Dropper displayed below the histogram to change the setting.



- The point clicked with  (Black-point Dropper) will be the darkest point. You can also enter a value (0 to 245).
- The point clicked with  (Mid-point Dropper) will be the middle of the tonal range. You can also enter a value (5 to 250).
- The point clicked with  (White-point Dropper) will be the brightest point. You can also enter a value (10 to 255).
- Click  (Dropper) for Gray Balance and click the area you want to adjust the color in the preview image.

The clicked point will be set as the achromatic color reference, and the rest of the image is adjusted accordingly. For instance, if snow in a photo appears bluish, click the bluish part to adjust the whole image and reproduce natural colors.

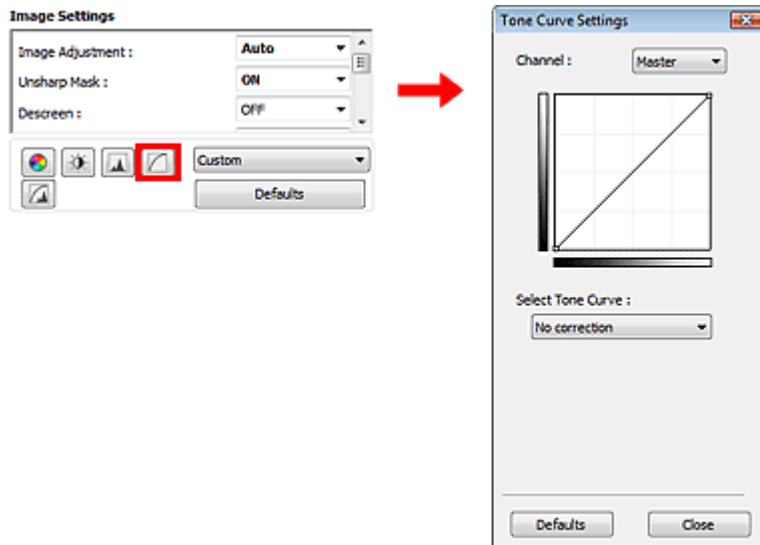
On-screen Manual

On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Adjusting Tone Curve

ScanGear

Adjusting Tone Curve

In ScanGear (scanner driver)'s Advanced Mode tab, click  (Tone Curve Settings).



Note

- Click Defaults to reset all adjustments in the current window.

Channel

Each dot of an image is a mixture of Red, Green and Blue in various proportions (gradation). These colors can be adjusted individually as a "channel."

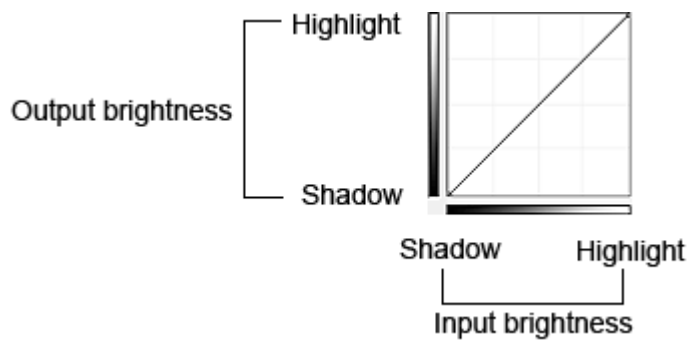
- Master**
Adjust the Red, Green and Blue combined.
- Red**
Adjust the Red channel.
- Green**
Adjust the Green channel.
- Blue**
Adjust the Blue channel.

Note

- Only Grayscale will be displayed in Channel when Color Mode is Grayscale or Grayscale(16bit).

Reading Tone Curves

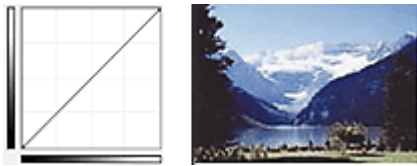
With ScanGear, scanning images via a scanner is the input, and displaying to a monitor is the output. "Tone Curve" shows the balance of tone input and output for each Channel.



Adjusting Tone Curve

In Select Tone Curve, select a tone curve from No correction, Overexposure, Underexposure, High contrast, Reverse the negative/positive image and Edit custom curve.

No correction (No adjustment)



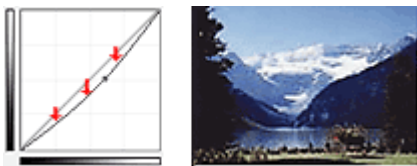
Overexposure (Convex curve)

The midtone data of the input side is stretched toward the highlight of the output side, resulting in a bright-toned image when viewed on a monitor.



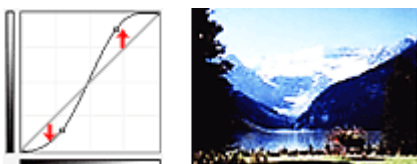
Underexposure (Concave curve)

The midtone data of the input side is stretched toward the shadow of the output side, resulting in a dark-toned image when viewed on a monitor.



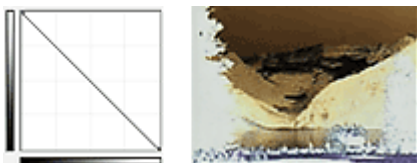
High contrast (S curve)

The highlight and shadow of the input side are enhanced, resulting in a high-contrast image.



Reverse the negative/positive image (Downward-sloping line)

The input and output sides are reversed, resulting in a negative-positive inverted image.



Edit custom curve

You can drag specific points on the Tone Curve to freely adjust the brightness of the corresponding areas.

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On-screen Manual


On-screen Manual > Scanning Guide > Correcting Images and Adjusting Colors with ScanGear (Scanner Driver) > Setting Threshold

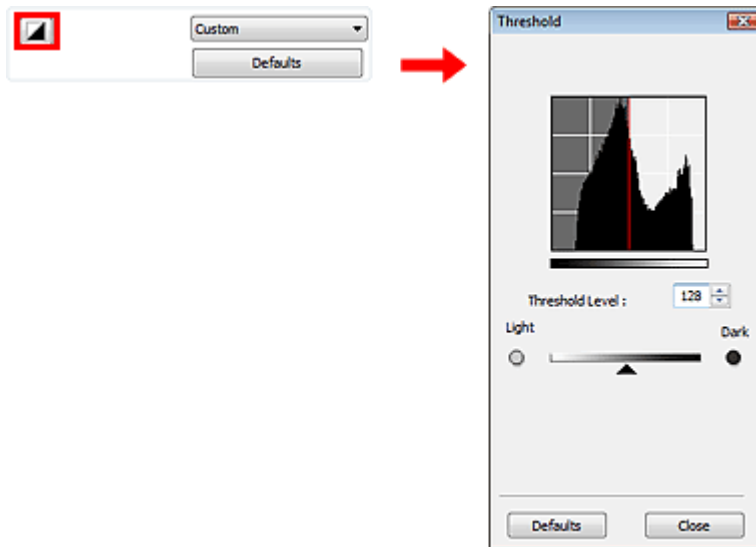
ScanGear

Setting Threshold

The brightness of color and grayscale images is expressed in a value between 0 and 255. However, in creating black and white images, all colors are mapped to either black (0) or white (255). "Threshold" is the borderline value that determines a color as black or white. By adjusting the threshold level, you can sharpen text in a document or reduce show-through in newspapers.

This function is available when Color Mode is Black and White.


In ScanGear (scanner driver)'s Advanced Mode tab, click  (Threshold).



Note

- Click Defaults to reset all adjustments in the current window.

Adjusting Threshold

Move  (Slider) to the right to increase the threshold value and thus increase the black areas. Move the slider to the left to decrease the value and thus increase the white areas. You can also enter a value (0 to 255).



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On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens

ScanGear

ScanGear (Scanner Driver) Screens

The following sections describe ScanGear (scanner driver)'s screens and functions, and how to use ScanGear.

- ➔ Basic Mode Tab
- ➔ Advanced Mode Tab
 - Input Settings
 - Output Settings
 - Image Settings
 - Color Adjustment Buttons
- ➔ Auto Scan Mode Tab
- ➔ Preferences Dialog Box
 - Scanner Tab
 - Preview Tab
 - Scan Tab
 - Color Settings Tab

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On-screen Manual

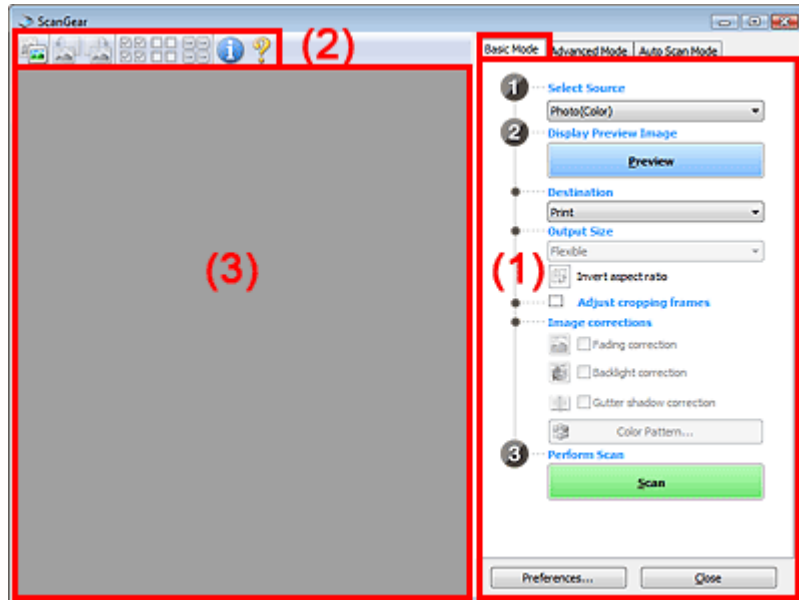
On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Basic Mode Tab

ScanGear

Basic Mode Tab

This mode allows you to scan easily by following the on-screen steps.

This section describes the settings and functions available in Basic Mode.



(1) Settings and Operation Buttons

(2) Toolbar

(3) Preview Area

Note

- The displayed items vary by document type and how the screen was opened.

Settings and Operation Buttons

- **Select Source**
 - **Photo(Color)**
Scan color photos.
 - **Magazine(Color)**
Scan color magazines.
 - **Newspaper(Grayscale)**
Scan text and line drawings in black and white.
 - **Document(Grayscale)**
Scan documents and photos in black and white.
Select this mode to create high-resolution black and white images.
 - **Negative Film(Color)**
Scan 35 mm color negative film in color.
 - **Positive Film(Color)**
Scan 35 mm color positive film in color.

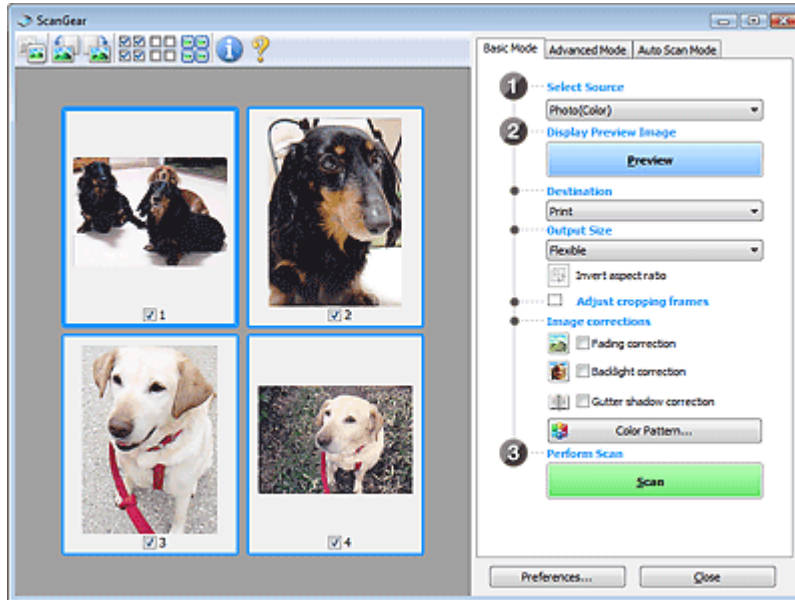
Note

- To scan black and white film or 120 Format Film, scan from the Advanced Mode tab.
- ➔ **Scanning Film in Advanced Mode**
- When you select a document type, colors are adjusted based on the Unsharp Mask function or document type.
- If you select Magazine(Color), the Descreen function will be active.

● Display Preview Image

● Preview

Performs a trial scan.



Note

- When using the machine for the first time, scanner calibration starts automatically. Wait a while until the preview image appears.

● Destination

Select what you want to do with the scanned image.

● Print

Select this to print the scanned image on a printer.

● Image display

Select this to view the scanned image on a monitor.

● OCR

Select this to use the scanned image with OCR software.

OCR software is software that converts text scanned as an image into text data that can be edited in word processors and other programs.

Important

- This option is not displayed when film is scanned.

● Output Size

Select an output size.

Output size options vary by the item selected in Destination.

● Flexible

Allows you to freely adjust the cropping frames.

In thumbnail view

Drag the mouse over a thumbnail to display a cropping frame. When a cropping frame is displayed, the portion within the cropping frame will be scanned. When no cropping frame is displayed, each frame is scanned individually.

In whole image view

When no cropping frame is displayed, the entire Preview area will be scanned. When a cropping frame is displayed, the portion within the cropping frame will be scanned.

- **Paper Size (L, A4, etc.)**

Select an output paper size. The portion within the cropping frame will be scanned at the size of the selected paper size. You can drag the cropping frame to enlarge/reduce it while maintaining the aspect ratio.

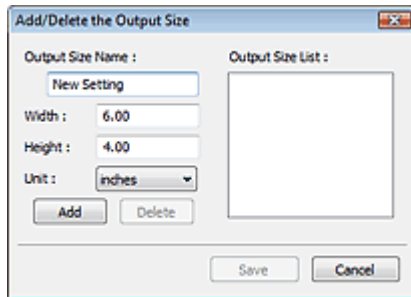
- **Monitor Size (1024 x 768 pixels, etc.)**

Select an output size in pixels.

A cropping frame of the selected monitor size will be displayed and the portion within the cropping frame will be scanned. You can drag the cropping frame to enlarge/reduce it while maintaining the aspect ratio.

- **Add/Delete...**

Opens the Add/Delete the Output Size dialog box, in which you can specify custom output sizes. You can select this option when Destination is Print or Image display.



In the Add/Delete the Output Size dialog box, you can specify multiple output sizes and save them at one time. Saved items will be registered to the Output Size list and can be selected, along with the predefined items.

Add

To add a size, enter Output Size Name, Width and Height, then click Add. For Unit, you can select mm or inches when Destination is Print but you can only select pixels when Destination is Image display. The name of the added size appears in Output Size List. Click Save to save the items listed in Output Size List.

Delete

To delete an item, select it in Output Size List and click Delete. Click Save to save the items listed in Output Size List.

Important

- You cannot delete predefined output sizes such as A4 and 1024 x 768 pixels.

Note

- Save up to 10 items.
- An error message appears when you enter a value outside the setting range. Enter a value within the setting range.

Note

- For details on whether or how the cropping frame is initially displayed on a preview image, see Cropping Frame on Previewed Images in " [Preview Tab](#)" (Preferences dialog box).

-  **Invert aspect ratio**

This button is available when Output Size is set to anything but Flexible.

Click this button to rotate the cropping frame. Click again to return it to the original orientation.

- **Adjust cropping frames**

You can adjust the scan area within the Preview area.

If an area is not specified, the document will be scanned at the document size (Auto Crop) or film size. If an area is specified, only the portion in the cropping frame will be scanned.

➔ Adjusting Cropping Frames

- **Image corrections**

- **Remove dust and scratches (FARE)**

Removes dust and scratches automatically when scanning film.

▶ **Important**

- This function is available only when film is scanned.

- **Fading correction**

Use this function to correct photos and film that have faded with time or have a colorcast.

- **Backlight correction**

Corrects photos and film that have been shot against light.

- **Gutter shadow correction**

Corrects shadows that appear between pages when scanning open booklets.

▶ **Important**

- For precautions on using this function, see "[Gutter Shadow Correction](#)."
- This function is not available when film is scanned.

- **Color Pattern...**

Allows you to adjust the image's overall color. You can correct colors that have faded due to colorcast, etc. and reproduce natural colors while previewing color changes.

➔ Adjusting Colors Using a Color Pattern

- **Perform Scan**

- **Scan**

Scanning starts.

📖 **Note**

- When scanning starts, the progress will be displayed. Click Cancel to cancel the scan.

- **Preferences...**

The Preferences dialog box opens and you can make scan/preview settings.

➔ Preferences Dialog Box

- **Close**

Closes ScanGear (scanner driver).

Toolbar

- **Toolbar**

You can adjust or rotate preview images. The buttons displayed on the Toolbar vary by view.

When Select Source is other than film and in thumbnail view



When Select Source is other than film and in whole image view

















When Select Source is film and in thumbnail view



When Select Source is film and in whole image view



-  **(Thumbnail)** /  **(Whole Image)**
 Switches the view in the Preview area when document type is other than film.
 → Preview Area
-  **(Film Thumbnail)** /  **(Whole Film Image)**
 Switches the view in the Preview area when document type is film.
 → Preview Area
-  **(Mirror)**
 Inverts the preview image horizontally.
 - The result will be reflected in the scanned image.
 - The image returns to its original state when you preview again.
-  **(Rotate Left)**
 Rotates the preview image 90 degrees counter-clockwise.
 - The result will be reflected in the scanned image.
 - The image returns to its original state when you preview again.
-  **(Rotate Right)**
 Rotates the preview image 90 degrees clockwise.
 - The result will be reflected in the scanned image.
 - The image returns to its original state when you preview again.
-  **(Auto Crop)**
 Displays and adjusts the cropping frame automatically to the size of the document displayed in the Preview area. The scan area is reduced every time you click this button if there are croppable areas within the cropping frame.
-  **(Check All Frames)**
 This button is available when two or more frames are displayed.
 Selects the checkbox of the image in thumbnail view.
-  **(Uncheck All Frames)**
 This button is available when two or more frames are displayed.
 Deselects the checkbox of the image in thumbnail view.
-  **(Select All Frames)**
 This button is available when two or more frames are displayed.
 Selects the image in thumbnail view and the image will be outlined in blue.
-  **(Select All Cropping Frames)**
 This button is available when there are two or more cropping frames.
 All cropping frames will be displayed in thick broken lines. The settings will be applied to all the cropping frames.
-  **(Remove Cropping Frame)**
 Removes the selected cropping frame.
-  **(Information)**
 Displays the version of ScanGear and the current scan settings (document type, etc.).

-  (Open Guide)

This page appears.

Preview Area

- **Preview Area**



This is where a trial image is displayed after you click Preview. You can also check the results of the settings (image corrections, color adjustments, etc.) made in " [Settings and Operation Buttons](#) ."

When (Thumbnail) or (Film Thumbnail) is displayed on the Toolbar

Thumbnails of images cropped to the document size are displayed. Only the images with the checkbox selected will be scanned.

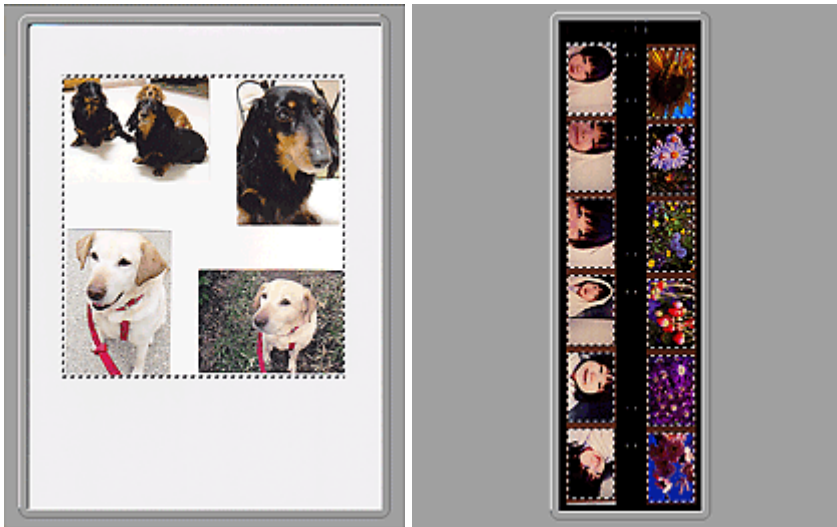


Note

- When multiple images are previewed, different outlines indicate different selection status.
 - Focus Frame (thick blue outline): The displayed settings will be applied.
 - Selected Frame (thin blue outline): The settings will be applied to the Focus Frame and Selected Frames simultaneously. You can select multiple images by clicking them while pressing the Ctrl key.
 - Unselected (no outline): The settings will not be applied.
- Double-click a frame to zoom in on the image. Click   (Frame Advance) at the bottom of the screen to display the previous or next frame. Double-click the frame again to return the display to its non-magnified state.

When (Whole Image) or (Whole Film Image) is displayed on the Toolbar

When document type is other than film, items on the Platen are scanned and displayed as a single image. When document type is film, the whole film image is displayed. All portions in the cropping frames will be scanned.



Whole image view (Full Platen)

Whole film image view

Note

- If frames are not detected (for example, only eight frames out of twelve frames are displayed) due to the image color of the film, display the whole image and scan.
-

Note

- You can specify the scan area (cropping frame) on the displayed image. In thumbnail view, you can only create one cropping frame per image. In whole image view, you can create multiple cropping frames.

➔ [Adjusting Cropping Frames](#)

Related Topic

▶ [Scanning in Basic Mode](#)

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On-screen Manual

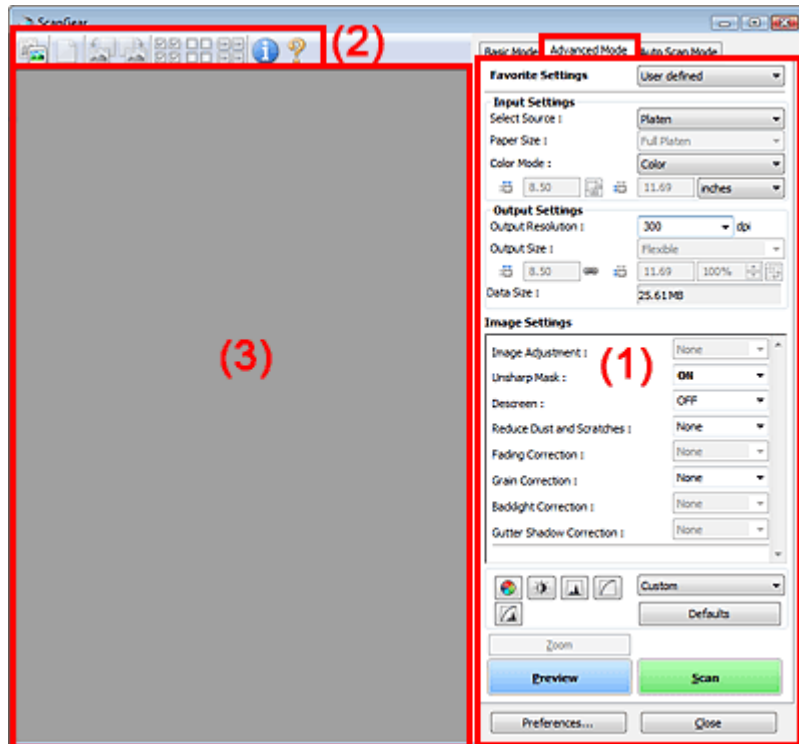
On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Advanced Mode Tab

ScanGear

Advanced Mode Tab

This mode allows you to make advanced scan settings such as the color mode, output resolution, image brightness and color tone.

This section describes the settings and functions available in Advanced Mode.



(1) Settings and Operation Buttons

(2) Toolbar

(3) Preview Area

Note

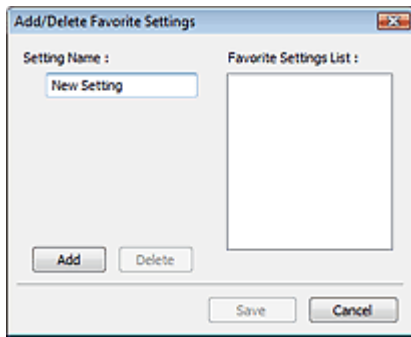
- The displayed items vary by document type and how the screen was opened.

Settings and Operation Buttons

• Favorite Settings

You can name and save a group of settings (Input Settings, Output Settings, Image Settings and Color Adjustment Buttons) on Advanced Mode tab, and load it as required. It is convenient to save a group of settings if you will be using it repeatedly. You can also use this to reload the default settings.

Select Add/Delete... from the pull-down menu and the Add/Delete Favorite Settings dialog box opens.



Enter Setting Name and click Add. The name appears in Favorite Settings List.

When you click Save, the item appears in the Favorite Settings list and can be selected, along with the predefined items.

To delete an item, select it in Favorite Settings List and click Delete. Click Save to save settings displayed in Favorite Settings List.

Note

- You can set Add/Delete... in Favorite Settings after preview.
- Save up to 10 items.

● Input Settings

Specify the input settings such as the document type and size.

➔ [Input Settings](#)

● Output Settings

Specify the output settings such as the output resolution and size.

➔ [Output Settings](#)

● Image Settings

Enable/disable various image correction functions.

➔ [Image Settings](#)

● Color Adjustment Buttons



These buttons can be used to make fine corrections to the image brightness and color tones. You can adjust the image's overall brightness or contrast, and adjust its highlight and shadow values (histogram) or balance (tone curve).

➔ [Color Adjustment Buttons](#)

● Zoom

Zooms in on an image or the portion within the cropping frame. When the image is zoomed in, Zoom changes to Undo. Click Undo to return the display to its non-magnified state.

In thumbnail view

When multiple images are displayed in thumbnail view, clicking this button zooms in on the selected frame. Click   (Frame Advance) at the bottom of the screen to display the previous or next frame.


Note

- You can also zoom in on an image by double-clicking the frame. Double-click the frame again to return the display to its non-magnified state.

In whole image view

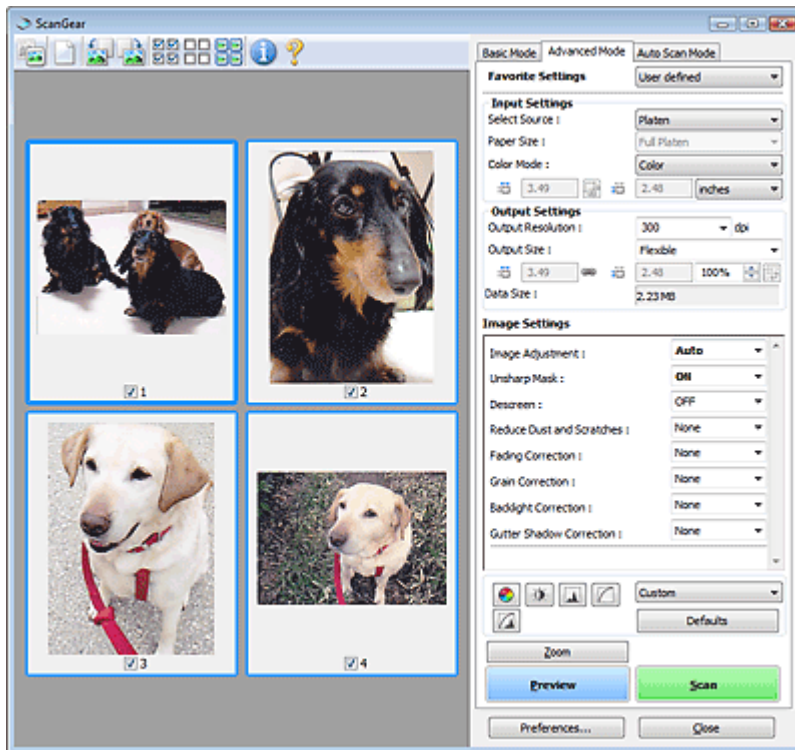
Rescans the portion within the cropping frame at higher magnification.

Note

- Zoom rescans the image and displays high-resolution image in Preview.
-  (Enlarge/Reduce) on the Toolbar zooms in on the preview image quickly. However, the resolution of the displayed image will be low.

- **Preview**

Performs a trial scan.



- **Scan**

Scanning starts.

Note

- When scanning starts, the progress will be displayed. Click Cancel to cancel the scan.
- When scanning is completed, a dialog box prompting you to select the next action may open. Follow the prompt to complete. For details, see Status of ScanGear dialog after scanning in "Scan Tab" (Preferences dialog box).
- It will take time to process the images if the total size of the scanned images exceeds a certain size. In that case, a warning message appears. It is recommended that you reduce the total size. To continue, scan in whole image view.

- **Preferences...**

The Preferences dialog box opens and you can make scan/preview settings.

➔ [Preferences Dialog Box](#)

- **Close**

Closes ScanGear (scanner driver).

Toolbar

- **Toolbar**

You can adjust or rotate preview images. The buttons displayed on the Toolbar vary by view.

When Select Source is Platen and in thumbnail view



When Select Source is Platen and in whole image view























When Select Source is film and in thumbnail view



When Select Source is film and in whole image view



-  (Thumbnail) /  (Whole Image)
 Switches the view in the Preview area when document type is Platen.
 → Preview Area
-  (Film Thumbnail) /  (Whole Film Image)
 Switches the view in the Preview area when document type is film.
 → Preview Area
-  (Clear)
 Click this button to delete the preview image.
 It also resets the Toolbar and color adjustment settings.
-  (Crop)
 Allows you to specify the scan area by dragging the mouse.
-  (Move Image)
 If an enlarged image is too large to fit in the Preview area, you can click this button and drag the image across the screen until the part you want to see is displayed. You can also move the image using the scroll bars.
-  (Enlarge/Reduce)
 Click this button then click on the image to enlarge it (zoom in). Right-click on the image to reduce it (zoom out).
-  (Mirror)
 Inverts the preview image horizontally.
 - The result will be reflected in the scanned image.
 - The image returns to its original state when you preview again.
-  (Rotate Left)
 Rotates the preview image 90 degrees counter-clockwise.
 - The result will be reflected in the scanned image.
 - The image returns to its original state when you preview again.
-  (Rotate Right)
 Rotates the preview image 90 degrees clockwise.
 - The result will be reflected in the scanned image.
 - The image returns to its original state when you preview again.
-  (Auto Crop)
 Displays and adjusts the cropping frame automatically to the size of the document displayed in the Preview area. The scan area is reduced every time you click this button if there are croppable areas within the cropping frame.
-  (Check All Frames)
 This button is available when two or more frames are displayed.
 Selects the checkbox of the image in thumbnail view.

- 
(Uncheck All Frames)
 This button is available when two or more frames are displayed.
 Deselects the checkbox of the image in thumbnail view.
- 
(Select All Frames)
 This button is available when two or more frames are displayed.
 Selects the image in thumbnail view and the image will be outlined in blue.
- 
(Display Film Cropping Frame)
 Displays the cropping frame according to the film size selected in Film Size.
- 
(Select All Cropping Frames)
 This button is available when there are two or more cropping frames.
 All cropping frames will be displayed in thick broken lines. The settings will be applied to all the cropping frames.
- 
(Remove Cropping Frame)
 Removes the selected cropping frame.
- 
(Information)
 Displays the version of ScanGear and the current scan settings (document type, etc.).
- 
(Open Guide)
 This page appears.

Preview Area

- Preview Area**
 This is where a trial image is displayed after you click Preview. You can also check the results of the settings (image corrections, color adjustments, etc.) made in " [Settings and Operation Buttons](#) ."

When  **(Thumbnail)** or  **(Film Thumbnail)** is displayed on the Toolbar

Thumbnails of images cropped to the document size are displayed. Only the images with the checkbox selected will be scanned.



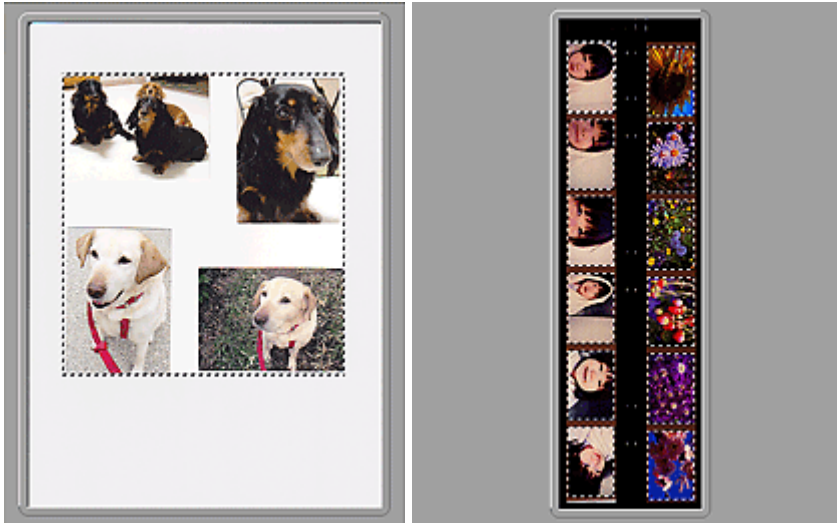
Note

- When multiple images are previewed, different outlines indicate different selection status.
 - Focus Frame (thick blue outline): The displayed settings will be applied.

- Selected Frame (thin blue outline): The settings will be applied to the Focus Frame and Selected Frames simultaneously. You can select multiple images by clicking them while pressing the Ctrl key.
- Unselected (no outline): The settings will not be applied.

When  (Whole Image) or  (Whole Film Image) is displayed on the Toolbar

When document type is Platen, items on the Platen are scanned and displayed as a single image. When document type is film, the whole film image is displayed. All portions in the cropping frames will be scanned.



Whole image view (Full Platen)

Whole film image view

Note

- If frames are not detected (for example, only eight frames out of twelve frames are displayed) due to the image color of the film, display the whole image and scan.

Note

- You can specify the scan area (cropping frame) on the displayed image. In thumbnail view, you can only create one cropping frame per image. In whole image view, you can create multiple cropping frames.

➡ [Adjusting Cropping Frames](#)

Related Topic

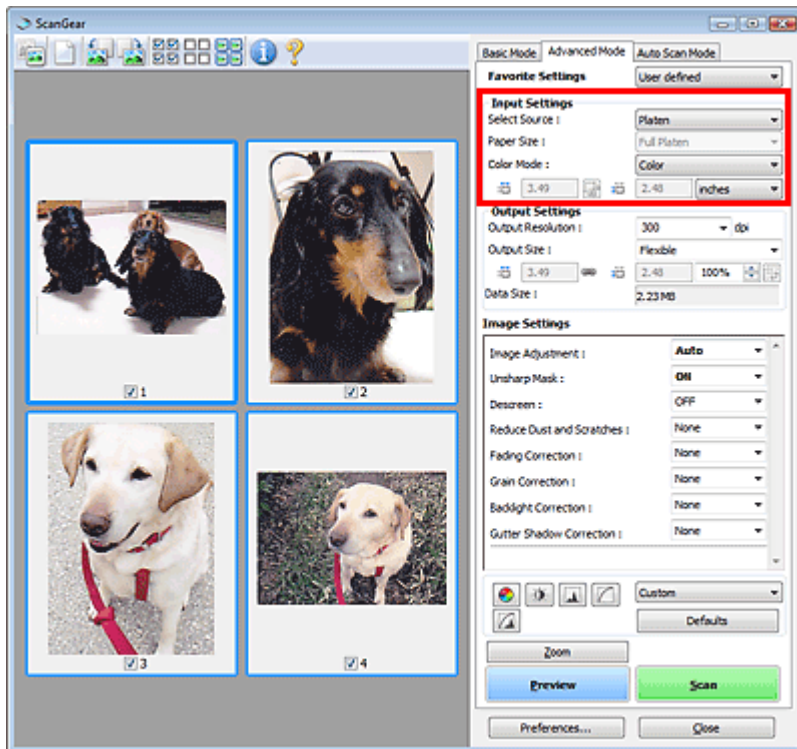
- ▶ [Scanning in Advanced Mode](#)
- ▶ [Scanning Film in Advanced Mode](#)

On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Input Settings

ScanGear

Input Settings



Input Settings allows you to set the following items:

- **Select Source**

The type of document to be scanned is displayed.



- **Paper Size**

Select the size of the document to be scanned. This setting is available in whole film image view only. When you select a size, the Preview area size changes accordingly.

▶ Important

- Some applications have a limit to the amount of scan data they can receive. ScanGear (scanner driver) can scan data that is of:
 - 21000 pixels x 30000 pixels or less (and 1.8 GB or less in data size)
 - 50000 pixels x 50000 pixels or less (and 4.0 GB or less in data size) (When the Enable Large Image Scans checkbox is selected on the Scan tab of the Preferences dialog box.)
- If you change Paper Size after previewing, the preview image will be deleted.

📖 Note

- If you are not sure which size you should select for Paper Size, set Paper Size to Full Platen, then measure the size of the document and enter the values into  (Width) and  (Height).

- **Film Size / Scan Area**

Select the size of the film to be scanned.

- **Film Size**



This is displayed in thumbnail view. The film size is automatically detected.

- **Scan Area**

This is displayed in whole image view. Detect the film size automatically or select the size of the

film to be scanned.

Note

- Click  (Film Thumbnail) or  (Whole Film Image) on the Toolbar to switch views.

• Color Mode

Select how to scan the document.

• Color

Select this mode to scan color documents or film, or to create color images. This mode renders the image in 256 levels (8 bit) of R(ed), G(reen), and B(lue).

• Color(48bit)

Select this mode to scan color photos or film. This mode renders the image in 65536 levels (16 bit) of R(ed), G(reen), and B(lue).

• Grayscale


Select this mode to scan black and white photos or film, or to create black and white images. This mode renders the image in 256 levels (8 bit) of black and white.

• Grayscale(16bit)

Select this mode to scan film in black and white. This mode renders the image in 65536 levels (16 bit) of black and white.

• Black and White

Select this mode to scan photos and documents in black and white. This mode renders the image in black and white. The contrast in the image is divided at certain levels (threshold level)

into black and white and is rendered in two colors. The threshold level can be set with  (Threshold).

Important

- Some applications cannot display images scanned in Color(48bit) or Grayscale(16bit).
- Color(48bit) and Grayscale(16bit) are displayed only when the Enable 48/16 bit Output checkbox is selected on the Scan tab of the Preferences dialog box.



[➔ Scan Tab](#)

• Input Size

In thumbnail view, the cropped document size or film size is displayed after preview.

In whole image view, the Paper Size is displayed before preview, and the cropping frame (scan area) size or film size is displayed after preview.

You can adjust the cropping frame size by entering the values into  (Width) and  (Height).

Click  (Keep Aspect Ratio) and change it to  (Locked) to maintain the aspect ratio when you specify the cropping frame size.

Important

- Input size settings are available only when Output Size in Output Settings is Flexible. If you select a size other than Flexible, a cropping frame calculated from Output Size and Output Resolution is displayed, and its aspect ratio is fixed.

Note

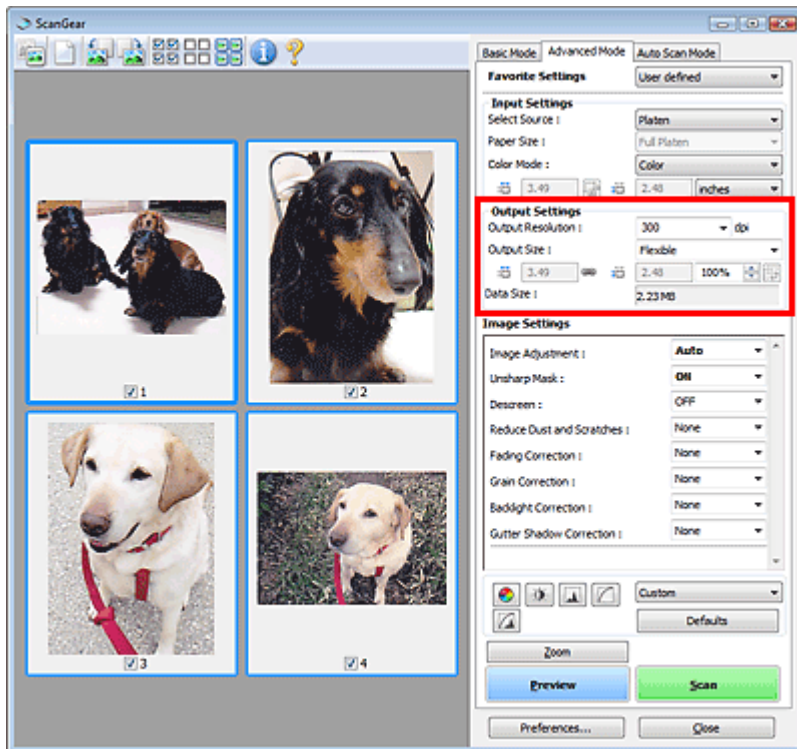
- The values you can enter will be within the range of the selected document size. The minimum size is 96 pixels x 96 pixels when Output Resolution is 600 dpi, scaled at 100%.
- When Auto Crop is performed in whole image view, the aspect ratio will not be maintained since the size will be prioritized.
- See "[Adjusting Cropping Frames](#)" for details on cropping frames.

On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Output Settings

ScanGear

Output Settings



Output Settings allows you to set the following items:

- **Output Resolution**

Select the resolution to scan at.

The higher the resolution (value), the more detail in your image.

Select a resolution from the options displayed by clicking the button, or enter a value within the range of 25 dpi to 19200 dpi (in 1 dpi increments).

➔ Resolution

- **Output Size**

Select an output size.

Select Flexible to set custom sizes or select a size for printing or displaying. Select Add/Delete... to set custom size and save it as a new output size option.

- **Flexible**

You can specify the output resolution and scale, and adjust the cropping frame.



In thumbnail view

Drag the mouse over a thumbnail to display a cropping frame. When a cropping frame is displayed, the portion within the cropping frame will be scanned. When no cropping frame is displayed, each frame is scanned individually.

In whole image view



When no cropping frame is displayed, the entire Preview area will be scanned. When a cropping frame is displayed, the portion within the cropping frame will be scanned.

Note

- To enlarge/reduce the scanned image, enter values into  (Width) and  (Height) in Output Settings or specify a value (by 1%) for %. The maximum value available for %

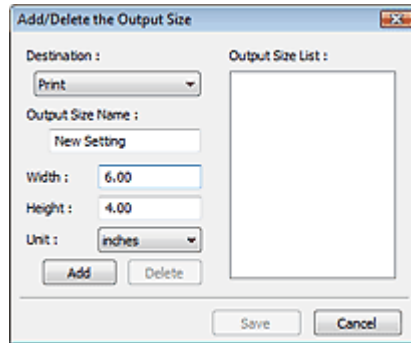
depends on the Output Resolution. % can be specified for up to 19200 dpi (the maximum available output resolution).

- **Paper Size (L, etc.) & Monitor Size (1024 x 768 pixels, etc.)**

 (Width),  (Height) and scale cannot be specified. The preview image will be cropped according to the selected output size and resolution. The portion within the cropping frame will be scanned at the size of the selected paper/monitor size. You can drag the cropping frame to enlarge, reduce or move it while maintaining the aspect ratio.

- **Add/Delete...**

Opens the Add/Delete the Output Size dialog box, in which you can specify custom output sizes.



In the Add/Delete the Output Size dialog box, you can specify multiple output sizes and save them at one time. Saved items will be registered to the Output Size list and can be selected, along with the predefined items.

Add

To add a size, select Print or Image display for Destination, then enter Output Size Name, Width, and Height then click Add. The name of the added size appears in Output Size List. Click Save to save the items listed in Output Size List.

Delete

To delete an item, select it in Output Size List and click Delete. Click Save to save the items listed in Output Size List.

Important

- You cannot delete predefined output sizes such as A4 and 1024 x 768 pixels.

Note

- Save up to 10 items for each destination.
- An error message appears when you enter a value outside the setting range. Enter a value within the range displayed in the message.
- Unit varies by Destination. For Print, select mm or inches. For Image display, the unit is pixels.

Note

- See "[Adjusting Cropping Frames](#)" for details on cropping frames.
- For details on whether or how the cropping frame is initially displayed on a preview image, see Cropping Frame on Previewed Images in "[Preview Tab](#)" (Preferences dialog box).

-  **(Switch Aspect Ratio)**

This button is available when Output Size is set to anything but Flexible. Click this button to rotate the cropping frame. Click again to return it to the original orientation.

- **Data Size**

An image file is created when the preview image is scanned. Its size when saved in BMP format is displayed.

Note

- When the file size exceeds a certain size, the value appears in red. In that case, a warning

message appears when you click Scan. It is recommended that you adjust the settings to reduce Data Size. To continue, scan in whole image view.

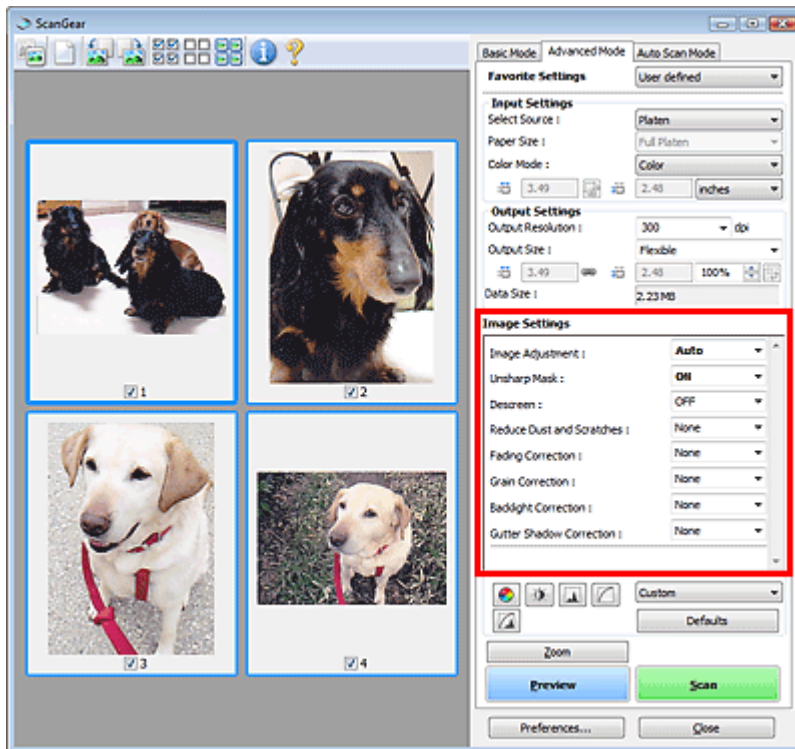
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On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Image Settings

ScanGear

Image Settings



Important

- Do not apply these functions to images without moire, dust/scratches or faded colors. The color tone may be adversely affected.
- Image correction results may not be reflected in the preview image.

Note

- Selectable settings depend on color mode settings.
- Scanning may take longer when you use Image Settings.

Image Settings allows you to set the following items:

Note

- The setting items vary depending on whether Select Source is Platen or film.

Image Adjustment

When Image Adjustment is set, the brightness of the specified portion of the image is optimized. Images can be adjusted according to the automatically detected document type or the specified document type. The result of the adjustment will be reflected in the entire image.

- None**
Image Adjustment will not be applied.
- Auto**
Applies Image Adjustment by automatically detecting the document type. It is recommended that you normally select this setting.
- Photo**
Applies Image Adjustment suitable for photos and film.

- **Magazine**
Applies Image Adjustment suitable for magazines.
- **Newspaper**
Applies Image Adjustment suitable for newspapers.
- **Document**
Applies Image Adjustment suitable for text documents.

Important

- You can set Image Adjustment after preview.
- You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.

Note

- Only Photo and None are available when Select Source is film.
- If the image is not adjusted properly with Auto, specify the document type.
- The color tone may change from the source image due to the Image Adjustment. In that case, set Image Adjustment to None.

• **Unsharp Mask**

When this is set to ON, the outline of the subjects is emphasized to sharpen the image.

• **Descreen**

Printed photos and pictures are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned. Descreen is the function for reducing this moire effect.

Note

- Even if Descreen is set to ON, some moire effects may remain if Unsharp Mask is set to ON. In that case, set Unsharp Mask to OFF.
- Selecting Magazine(Color) in Select Source in Basic Mode tab has the same effect as setting Descreen to ON in Advanced Mode tab.

• **Reduce Dust and Scratches**

Scanned photos may contain white dots caused by dust or scratches. Use this function to reduce such noise.

• **None**

Dust and scratches will not be reduced.

• **Low**

Select this to reduce small dust particles and scratches. Large ones may remain.

• **Medium**

It is recommended that you normally select this setting.

• **High**

Select this to reduce small/large dust particles and scratches. Evidence of the reduction process may remain and may also remove delicate parts of the image.

Important

- This function may not be effective for some types of photos.

Note

- It is recommended that you select None when scanning printed materials.

• **Remove Dust and Scratches (FARE) (Film only)**

Removes dust and scratches automatically when scanning film.

- **None**

Dust and scratches will not be removed.

- **Low**

Select this to remove major dust and scratches. Large ones may remain.

- **Standard**

It is recommended that you normally select this setting.

- **High**

Select this to remove minor dust and scratches as well. Evidence of the removal process may remain when large dust and scratches are removed.

Important

- This setting is not available when scanning black and white film.
- Dust and scratches may not be removed if the scan area is too small or if they are in the top/bottom edges of the image.

Note

- When the resolution is set to 4801 dpi or higher and the Remove Dust and Scratches (FARE) checkbox is selected, scanning takes longer than usual. Also, make sure that there is sufficient free hard disk space before scanning.

- **Fading Correction**

Use this function to correct photos and film that have faded with time or have a colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

- **None**

Fading correction will not be applied.

- **Low**

Select this to correct a small amount of fading and colorcast.

- **Medium**

It is recommended that you normally select this setting.

- **High**

Select this to correct a large amount of fading and colorcast. This can affect the tone of the image.

Important

- You can set Fading Correction after preview.
- You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.
- Fading Correction may not be effective if the scan area is too small.

- **Grain Correction**

Use this function to reduce graininess (roughness) in photos taken with high-speed or sensitized film.

- **None**

Graininess will not be reduced.

- **Low**

Select this when the photo is slightly grainy.

- **Medium**

It is recommended that you normally select this setting.

- **High**

Select this when the photo is very grainy. This can affect the gradation and sharpness of the image.

Important

- Grain Correction may not be effective if the scan area is too small.

● Backlight Correction

Use this function to correct photos and film that have been shot against light.

When you change the Backlight Correction setting, the result will be reflected in the preview image.

● None

Backlight correction will not be applied.

● Low

Select this to correct slightly backlit photos. This will not affect the image contrast.

● Medium

It is recommended that you normally select this setting.

● High

Select this to correct strongly backlit photos. This can affect the image contrast.

Important

- You can set Backlight Correction after preview.
- You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.
- This setting is not available when the Enable Large Image Scans checkbox is selected on the Scan tab of the Preferences dialog box.
- Backlight Correction may not be effective if the scan area is too small.

Note

- Noise patterns may appear when Backlight Correction is applied. Applying Grain Correction and setting Unsharp Mask to OFF may reduce the noise patterns.

● Gutter Shadow Correction

Use this function to correct shadows that appear between pages when scanning open booklets.

When you set the Gutter Shadow Correction setting in the preview image, the result will be reflected.

Preview the effects before scanning, as results vary depending on the type of document and how it is pressed.

Unclear or blurred text/lines caused by curved pages are not corrected.

● None

Gutter shadow will not be corrected.

● Low

Select this when the effect level is too strong with the medium setting.

● Medium

It is recommended that you normally select this setting.

● High

Select this when the effect level is too weak with the medium setting.

Important

- Do not place items that weigh 4.4 lbs (2.0 kg) or more on the Platen. Also, do not press on the document with a force exceeding 4.4 lbs (2.0 kg). If you press heavily, the scanner may not work correctly or you might break the glass.
- Align the document with the edge of the Platen. If not, the shadow will not be corrected properly.



- Shadows may not be corrected properly depending on the document. If the page background is not white, shadows may not be detected correctly or may not be detected at all.
- While scanning, press down on the spine with the same amount of pressure you used to preview the scan. If the binding part is not even, the shadow will not be corrected properly.



- How to place the document depends on your model and the document to be scanned.

Note

- Cover the document with black cloth if white spots, streaks, or colored patterns appear in scan results due to ambient light entering between the document and the Platen.
- If the shadow is not corrected properly, adjust the cropping frame on the preview image.
→ [Adjusting Cropping Frames](#)

● Exposure/Tone Settings (Film only)

● Manual Exposure

This function enables you to adjust the exposure data according to the film.

When this checkbox is not selected, the optimal exposure data (the exposure level for each RGB channel and compensation levels) is automatically set according to the color density of the portion within the cropping area of the film.

Select this checkbox if you intend to adjust the image using an application after it is scanned or to scan with an under-exposed or over-exposed effect.

After you select this checkbox, you can adjust the exposure in 1% increments within the range of 50% to 200%.

Important

- This setting is not available when Apply the tone value to all frames / Apply the tone value to all crops is applied.

Note

- Manual Exposure is not available in Basic Mode. To change exposure, select the Manual Exposure checkbox in Advanced Mode tab, then adjust the value and scan.
- When this checkbox is not selected, the time required for scanning varies by film since the exposure is automatically optimized according to the film.

● Apply the tone value to all frames / Apply the tone value to all crops

"All frames" is displayed in thumbnail view, and "All crops" is displayed in whole image view.

Click Apply to reflect the color adjustment data of the selected film frame or the portion within the selected cropping frame into other frames. This color adjustment data will be used in subsequent scans. It will remain in effect until you click Reset.

This is useful when you want to scan film of photos taken on the same day in the same place, in a

consistent color tone.

- **High Quality**

Set to ON to improve the image quality and reduce noise when scanning film.

 **Important**

- Image quality may not change depending on the film type.
- This setting is not available when Apply the tone value to all frames / Apply the tone value to all crops is applied.

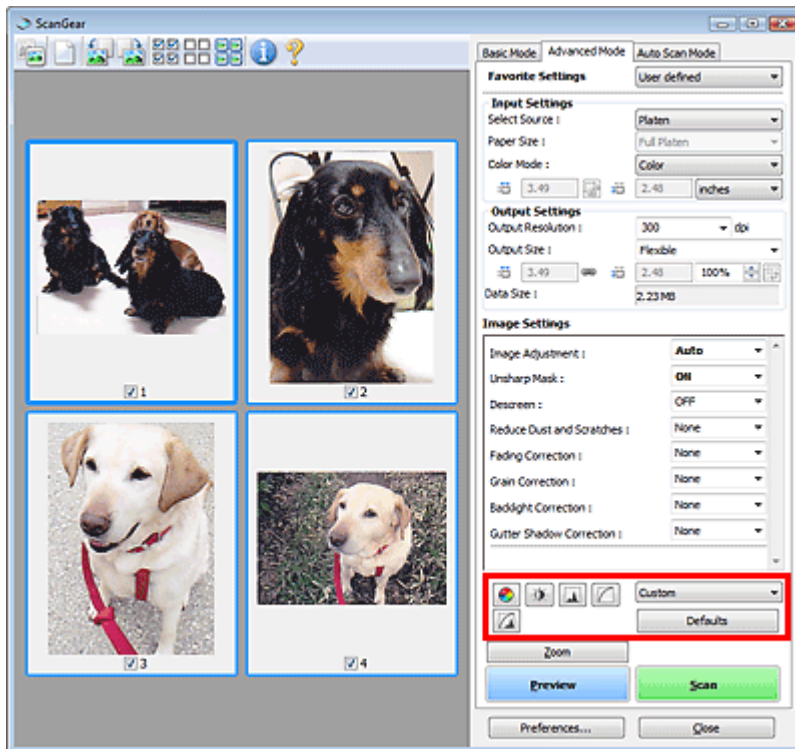
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On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Color Adjustment Buttons

ScanGear

Color Adjustment Buttons



The Color Adjustment Buttons allow you to make fine corrections to the image brightness and color tones. You can adjust the image's overall brightness or contrast, and adjust its highlight and shadow values (histogram) or balance (tone curve).

Important

- The Color Adjustment Buttons are not available when you select Color Matching on the Color Settings tab of the Preferences dialog box.

Note

- When Select Source is film, you can use the Color Adjustment Buttons after preview.
- Selectable settings depend on color mode settings.
- When you adjust the image via the Color Adjustment Buttons, the results will be reflected in the preview image.

Click a Color Adjustment Button to set the following items:

-  (Saturation/Color Balance)

Adjust the saturation (vividness) and color tone of the image. Use this function to brighten colors that have faded with time or due to colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

➔ [Adjusting Saturation and Color Balance](#)

-  (Brightness/Contrast)

Adjust the brightness and contrast of the image. If the image is too dark or too bright, or if the image quality is flat due to lack of contrast, you can adjust the levels of brightness and contrast.

➔ [Adjusting Brightness and Contrast](#)

-  **(Histogram)**

A histogram allows you to see the data concentration at each brightness level of an image. You can specify the darkest level (shadow) and brightest level (highlight) within an image, cut the levels and expand the middle of the tonal range of the image.

➔ [Adjusting Histogram](#)

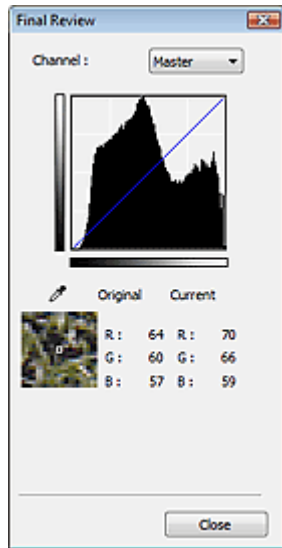
-  **(Tone Curve Settings)**

Adjust the brightness of an image by selecting the type of graph (tone curve) showing the balance of tone input and output. You can make fine adjustments to the brightness of a specific area.

➔ [Adjusting Tone Curve](#)

-  **(Final Review)**

Make a final check of color adjustments. The final synthesized tone curve and the histogram derived from the subsequent image processing will be displayed. There are no settings to make in this screen.



- For a color image, select a color in Channel to check either Red, Green or Blue, or select Master to check three colors together.
- If you place the cursor on the preview image, the portion will be enlarged and its RGB values (only L when Color Mode is Grayscale) before and after the adjustments will be displayed.

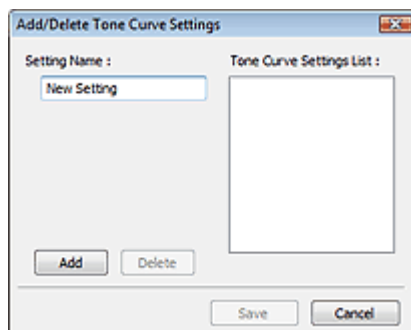
-  **(Threshold)**

Set the boundary (threshold) at which black and white are divided. By adjusting the threshold level, you can sharpen text in a document or reduce show-through in newspapers.

➔ [Setting Threshold](#)

- **Custom**

You can name and save a set of tone curve and threshold settings of the Color Adjustment Buttons. Select Add/Delete... from the pull-down menu. When Color Mode is set to anything but Black and White, the Add/Delete Tone Curve Settings dialog box opens. When Color Mode is Black and White, the Add/Delete Threshold Settings dialog box opens.



Enter Setting Name and click Add. The name appears in Tone Curve Settings List or Threshold Settings List.

Click Save to save.

You can load and apply the saved tone curve/threshold settings to a preview image. To load the settings, select the saved item from the pull-down menu.

To delete an item, select it in Tone Curve Settings List or Threshold Settings List and click Delete. Click Save to save settings displayed in Tone Curve Settings List or Threshold Settings List.

Note

- Save up to 20 items.
-

• Defaults

Reset all adjustments (saturation/color balance, brightness/contrast, histogram and tone curve).

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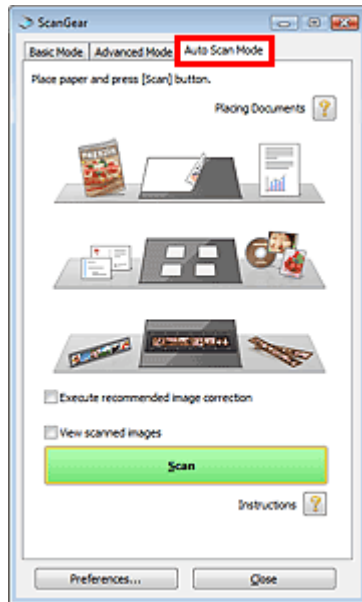
On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Auto Scan Mode Tab

ScanGear

Auto Scan Mode Tab

This mode allows you to scan easily by simply placing documents on the Platen and clicking a button.

In Auto Scan Mode, documents are automatically detected. You do not need to specify cropping frames or make image corrections.



• Supported Documents

Photos, postcards, business cards, magazines, newspapers, text documents, CD/DVD and film.

▶ Important

- The following types of documents cannot be scanned correctly. In that case, specify the document type or size on the Basic Mode tab or the Advanced Mode tab and scan.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Documents printed on thin white paper
 - Long narrow documents such as panoramic photos
 - ➔ [Scanning in Basic Mode](#)
 - ➔ [Scanning in Advanced Mode](#)
- To scan black and white film or 120 Format Film, scan from the Advanced Mode tab of ScanGear (scanner driver).
 - ➔ [Scanning Film in Advanced Mode](#)
- Reflective CD/DVD labels may not be scanned properly.
- Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly. See "[Placing Documents](#)" for details on how to place documents.

📖 Note

- Scan from the "[Basic Mode Tab](#)" or "[Advanced Mode Tab](#)" to reduce moire.

• Placing Documents

"[Placing Documents](#)" appears.

• Execute recommended image correction

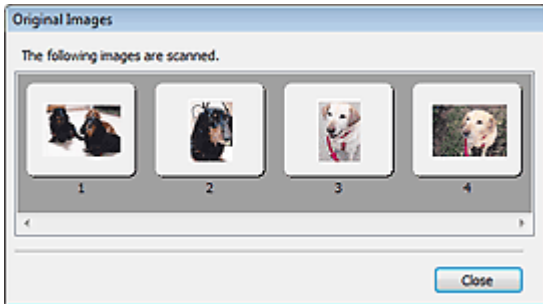
Select this checkbox to apply suitable corrections automatically based on the document type.

Important

- When this checkbox is selected in ScanGear started from MP Navigator EX, the files can be saved in JPEG/Exif or PDF format only.
- Scanning may take longer than usual when this checkbox is selected.
- You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.
- The color tone may change from the source image due to corrections. In that case, deselect the checkbox and scan.

- **View scanned images**

Select this checkbox to display the thumbnails of scanned images in a different window.



- **Scan**

Scanning starts.

Note

- When scanning starts, the progress will be displayed. Click Cancel to cancel the scan.
- When scanning is completed, a dialog box prompting you to select the next action may open. Follow the prompt to complete. For details, see Status of ScanGear dialog after scanning in "[Scan Tab](#)" (Preferences dialog box).

- **Instructions** 

This page appears.

- **Preferences...**

The Preferences dialog box opens and you can make scan/preview settings.

[➔ Preferences Dialog Box](#)

- **Close**

Closes ScanGear.

Related Topic

▶ [Scanning in Auto Scan Mode](#)

On-screen Manual

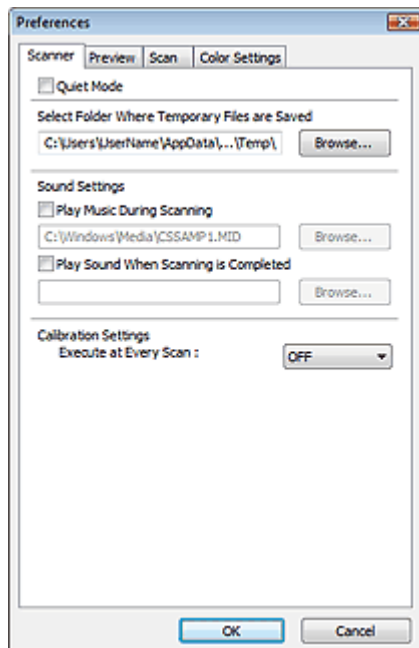
On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Preferences Dialog Box

ScanGear

Preferences Dialog Box

Click Preferences... in the ScanGear (scanner driver) screen to open Preferences dialog box.

In the Preferences dialog box, you can make advanced settings to ScanGear functions via the Scanner, Preview, Scan and Color Settings tabs.



Scanner Tab

Allows you to specify a folder to save images temporarily and a music file to play during or at the end of a scan.

➔ [Scanner Tab](#)

Preview Tab

Allows you to select what to do with Preview when ScanGear is started and how to display cropping frames after previewing images. You can also select the cropping size for thumbnails of scanned documents.

➔ [Preview Tab](#)

Scan Tab

Allows you to select what to do with ScanGear after scanning, set the option for scanning film into applications that do not open the ScanGear screen, set the Color Mode (48/16 bit output) option for Advanced Mode tab, and set to scan large file size images.

➔ [Scan Tab](#)

Color Settings Tab

Allows you to select how to adjust color, and specify the monitor gamma value.

➔ [Color Settings Tab](#)

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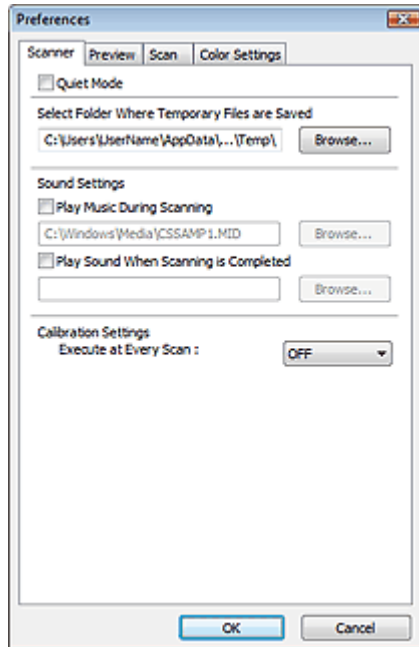
On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Scanner Tab

ScanGear

Scanner Tab

On the Scanner tab, you can specify the following settings.



- **Quiet Mode**

Select this checkbox to reduce scanner sound by slowing down the scanner head when previewing or scanning documents.

Note

- Scanning takes longer than usual when you enable this function.

- **Select Folder Where Temporary Files are Saved**

Displays the folder in which to save images temporarily. To change the folder, click Browse... to specify another one.

- **Sound Settings**

You can set the machine to play music during/at the end of a scan.

Select the Play Music During Scanning or Play Sound When Scanning is Completed checkbox, then click Browse... and specify a sound file.

You can specify the following files.

- MIDI file (*.mid, *.rmi, *.midi)
- Audio file (*.wav, *.aif, *.aiff)
- MP3 file (*.mp3)

- **Calibration Settings**

When you set Execute at Every Scan to ON, the scanner will be calibrated every time before previewing and scanning, to reproduce correct color tones in scanned images.

Note

- Even when Execute at Every Scan is set to OFF, the scanner may be calibrated automatically in some cases (such as immediately after you turn the machine on).
- Calibration may take time depending on your computer.

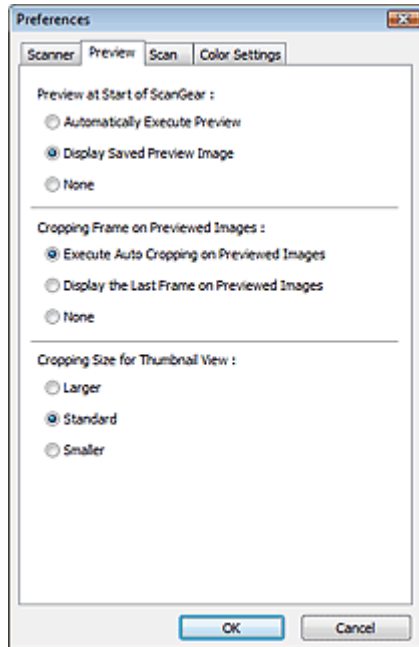
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On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Preview Tab

ScanGear

Preview Tab

On the Preview tab, you can specify the following settings.



- **Preview at Start of ScanGear**

Select what to do with Preview when ScanGear (scanner driver) is started.

- **Automatically Execute Preview**

ScanGear will automatically start previewing at startup.

- **Display Saved Preview Image**

The previously previewed image will be displayed.

The Color Adjustment Button settings, the Toolbar settings, and the Advanced Mode tab settings are also saved.

- **None**

No preview image will be displayed at startup.

Note

- Select None if you do not want to save the preview image.

- **Cropping Frame on Previewed Images**

Select how to display cropping frames after previewing images.

- **Execute Auto Cropping on Previewed Images**

The cropping frame will automatically be displayed in the document size after previewing.

- **Display the Last Frame on Previewed Images**

A cropping frame of the same size as the last used cropping frame will be displayed after previewing.

- **None**

No cropping frame will be displayed after previewing.

- **Cropping Size for Thumbnail View**

Select the cropping size for thumbnails of scanned documents.

- **Larger**

Displays 105% (in width and height) of the area displayed for the standard size.

- **Standard**

The standard size.

- **Smaller**

Displays 95% (in width and height) of the area displayed for the standard size.



Note

- When you change the Cropping Size for Thumbnail View setting, the preview images will be refreshed and cropped to the new size. As the preview images are refreshed, the color adjustments and other settings applied to them are reset.
-

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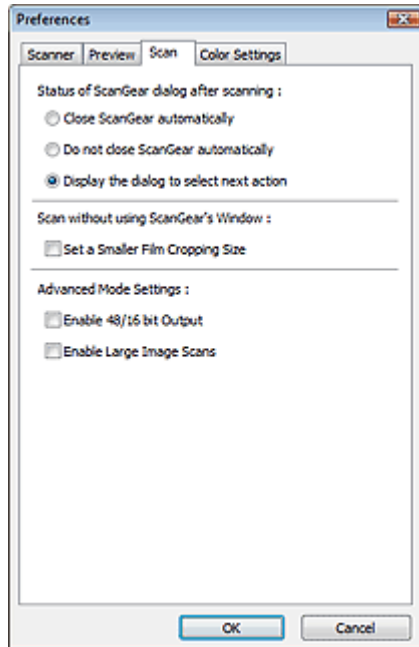
On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Scan Tab

ScanGear

Scan Tab

On the Scan tab, you can specify the following settings.



- **Status of ScanGear dialog after scanning**

Select what to do with ScanGear (scanner driver) after scanning images.

- **Close ScanGear automatically**

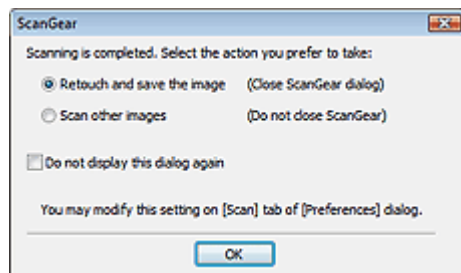
Select this to return to the original application when scanning is completed.

- **Do not close ScanGear automatically**

Select this to return to the ScanGear screen for another scan when scanning is completed.

- **Display the dialog to select next action**

Select this to open a screen and select what to do when scanning is completed.



Note

- Even if Do not close ScanGear automatically or Display the dialog to select next action is set, some applications may not support it.

- **Scan without using ScanGear's Window**

Set the option for scanning film into applications that do not open the ScanGear screen.

- **Set a Smaller Film Cropping Size**

Select this checkbox to display 95% (in width and height) of the area displayed for the standard

film size.

Important

- This setting is not applied when scanning with the ScanGear screen displayed.

● **Advanced Mode Settings**

● **Enable 48/16 bit Output**

Select this checkbox to display Color(48bit) in Color Mode on the Advanced Mode tab. When Select Source is film, Grayscale(16bit) will also be displayed.

Important

- Some applications cannot receive images scanned in Color(48bit) or Grayscale(16bit), or may close when such images are received.

Note

- When Color(48bit) or Grayscale(16bit) is selected for Color Mode, deselecting this checkbox changes Color(48bit) to Color and Grayscale(16bit) to Grayscale.

● **Enable Large Image Scans**

Select this checkbox to scan images of up to 4.0 GB from the Advanced Mode tab.

Important

- When you select the Enable Large Image Scans checkbox, Backlight Correction on the Advanced Mode tab will be disabled.

Note

- To scan using this function, start ScanGear from an application that supports editing of large file size images, such as ArcSoft PhotoStudio.
- Switch to whole image view when scanning Platen.

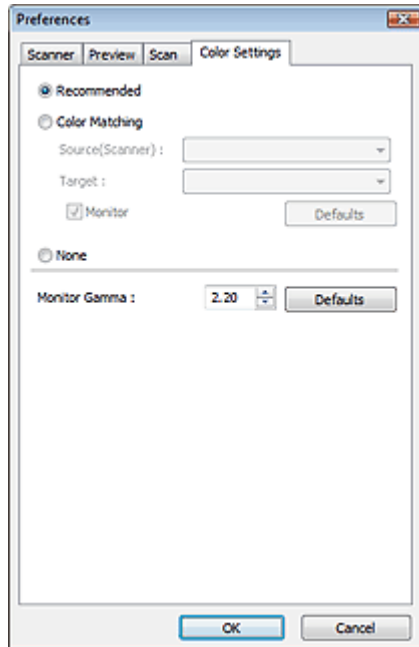
On-screen Manual

On-screen Manual > Scanning Guide > ScanGear (Scanner Driver) Screens > Color Settings Tab

ScanGear

Color Settings Tab

On the Color Settings tab, you can specify the following settings.



- **Color Adjustment**

Select either of the following.

You can select one when Color Mode is Color, Color(48bit), Grayscale or Grayscale(16bit).

- **Recommended**

Select this to vividly reproduce the tone of a document on the screen. It is recommended that you normally select this setting.

- **Color Matching**

Select this to automatically match the scanner, monitor and color printer colors, thus reducing time and trouble to manually match the monitor and printer colors.

Color Adjustment Buttons will be disabled.

This function is available when Color Mode is Color or Color(48bit).

- Source(Scanner): Select scanner profile.
- Target: Select target profile.
- Monitor: Select this to display preview image with optimum correction for monitor.
- Defaults: Returns to the default Color Matching settings.

- **None**

Select this to disable color correction provided by ScanGear (scanner driver).

Note

- Color Matching is available when ScanGear, monitor, color management-compliant application (such as Adobe Photoshop) and printer are set up correctly. Refer to the corresponding manual for the monitor, printer and application settings.

- **Monitor Gamma**

By setting the gamma value of a monitor, you can adjust the input data to the brightness characteristics of the monitor. Adjust the value if your monitor's gamma value does not match the default value set in ScanGear, and the colors of the original image are not accurately reflected in the monitor.

Click Defaults to return to the default Monitor Gamma value (2.20).

 Note

- Refer to the manual of your monitor to check its gamma value. If it is not written in the manual, contact the manufacturer.
-

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Useful Information on Scanning](#)

Useful Information on Scanning

- **Adjusting the cropping frame (scan area)**
 - ➔ [Adjusting Cropping Frames](#)
- **Selecting the best resolution**
 - ➔ [Resolution](#)
- **Learning about file formats**
 - ➔ [File Formats](#)
- **Learning about Color Matching**
 - ➔ [Color Matching](#)
- **Matching the colors between the document and monitor**

See Monitor Gamma in the following section.

 - ➔ [Color Settings Tab](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Useful Information on Scanning > Adjusting Cropping Frames

Adjusting Cropping Frames

You can specify the scan area by creating a cropping frame on the image displayed in the Preview area of the ScanGear (scanner driver) screen. When you click Scan, only the portion within the cropping frame will be scanned and passed to the application.

Cropping Frame Types



(1) Active Cropping Frame (rotating thick broken lines)

The settings in Basic Mode or Advanced Mode will be applied.

(2) Selected Cropping Frame (stationary thick broken lines)

The settings will be applied to the Active Cropping Frame and Selected Cropping Frames simultaneously. You can select multiple cropping frames by clicking them while pressing the Ctrl key.

(3) Unselected Cropping Frame (stationary thin broken lines)

The settings will not be applied.

Note

- Active Cropping Frame and Selected Cropping Frames are displayed in whole image view.

Initial Cropping Frame

In thumbnail view

Cropping frame is not displayed initially. Drag the mouse over a frame to create a cropping frame.


In whole image view

A cropping frame (Active Cropping Frame) is displayed automatically around the preview image according to the document size. You can also create a cropping frame by dragging the mouse in the Preview area.


Note

- Cropping frames are set according to the document size (Auto Crop) by default. For details, see Cropping Frame on Previewed Images in " [Preview Tab](#)" (Preferences dialog box).

Adjusting a Cropping Frame





The cursor will change into  (Arrow) when it is positioned over a cropping frame. If you click and drag the mouse in the direction of the arrow, the cropping frame will expand or contract accordingly.



The cursor will change into  (Crosshair arrow) when it is positioned within a cropping frame. Click and drag the mouse to move the entire cropping frame.



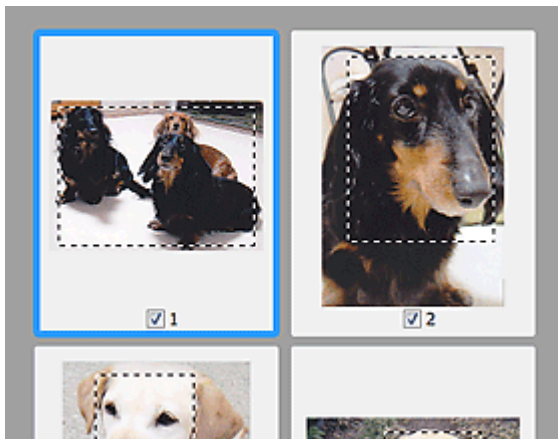
Note

- In Advanced Mode, you can specify the cropping frame size by entering the values into  (Width) and  (Height) in Input Settings.
[➔ Input Settings](#)
- You can rotate a cropping frame 90 degrees by clicking  (Switch Aspect Ratio). However,  (Switch Aspect Ratio) is not available when Output Size is Flexible.

Creating Multiple Cropping Frames

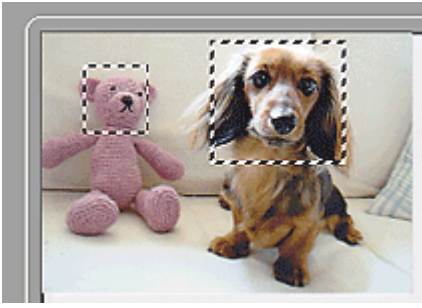
In thumbnail view

You can only create one cropping frame per image.



In whole image view

Click and drag the mouse in a space outside the existing cropping frame to create a new cropping frame in the Preview area. The new cropping frame will be the Active Cropping Frame, and the old cropping frame will be the Unselected Cropping Frame.



You can create multiple cropping frames and apply different scan settings to each cropping frame.

You can also select multiple cropping frames by clicking them while pressing the Ctrl key.

If you select multiple cropping frames and change the settings on a tab at the right of ScanGear, the settings will be applied to all the selected cropping frames.

When you create a new cropping frame, it retains the settings of the latest cropping frame.

Note

- The maximum numbers of cropping frames are as follows:
 - When document type is paper or photo: 12 frames
 - When document type is film: 30 frames
- Scanning takes longer than usual when multiple cropping frames are selected.

Deleting Cropping Frames

In thumbnail view

To delete a cropping frame, click an area outside the cropping frame on an image.

In whole image view

To delete a cropping frame, select it and click  (Remove Cropping Frame) on the Toolbar. Alternatively, press the Delete key.

When there are multiple cropping frames, all the selected cropping frames (Active Cropping Frame and Selected Cropping Frames) are deleted simultaneously.

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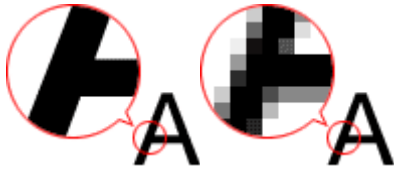
On-screen Manual > Scanning Guide > Useful Information on Scanning > Resolution

Resolution

What is Resolution?

The data in the image you have scanned is a collection of dots carrying information about brightness and color. The density of these dots is called "resolution", and resolution will determine the amount of detail your image contains. The unit of resolution is dots per inch (dpi). Dpi is the number of dots per inch (2.54 cm).

The higher the resolution (value), the more detail in your image; the lower the resolution (value), the less detail.



Setting the Resolution in MP Navigator EX

In MP Navigator EX, you can specify the resolution with Scanning Resolution in the Scan Settings dialog box.

Images for Display on a Monitor

Documents to be viewed on a display should be scanned at 150 dpi, which is close to the resolution of a standard monitor.

For film, set the resolution to 600 dpi since images are enlarged approximately four times their original size when scanned.

Images for Printing

Images to be printed should be scanned at a resolution that corresponds to the resolution of the printer.




For example, if you want to print documents using a 600 dpi black and white printer, you should set the resolution to 600 dpi. For film, set to 2400 dpi since images are enlarged approximately four times their original size when scanned.

With a color printer, specifying the resolution at half the resolution of the printer should be fine. For example, if you want to print using a 600 dpi color printer, you should set the resolution to 300 dpi for documents and 1200 dpi for film. However, with a high-resolution printer, printing takes longer than usual if you set the resolution to half the resolution of the printer.

Example of Appropriate Resolution when Printing to Scale




If you print a document at twice the size both vertically and horizontally, the resolution of the document will be reduced by half. If the resolution of the original document is 300 dpi, the resolution of the enlarged document will be 150 dpi. If you print the document with a 600 dpi color printer, the lack of detail in the image may be obvious. In that case, if you scan at the Scanning Resolution of 600 dpi, the resolution will be 300 dpi even if you double the size of document and you can print the document with sufficient quality. Conversely, if you print a document at half scale, it should be sufficient to scan at half the resolution.

When Printing Color Photos at Twice the Size

		
<p>Document resolution: 300 dpi Scanning resolution: 600</p>	<p>Print at twice the size Scanning resolution/actual scanning resolution: 600 dpi</p>	<p>Printing resolution: 300 dpi</p>

dpi Scale: 200%		
--------------------	--	--

When Printing Color Film at L Size

		
Document resolution: 300 dpi Scanning resolution: 1200 dpi Scale: 400%	Print at four times the size Scanning resolution/actual scanning resolution: 1200 dpi	Printing resolution: 300 dpi




Setting the Resolution in ScanGear (Scanner Driver)

In ScanGear, you can specify the resolution with Output Resolution in Output Settings on the Advanced Mode tab.




Example of Appropriate Resolution when Printing to Scale

The scanning resolution is automatically set so that the value set in Output Resolution will be the resolution of the scanned image. If you set Output Resolution to 300 dpi and scan at twice the size, the document will be automatically scanned at 600 dpi, and the resolution of the scanned image will be 300 dpi. You can print the document with sufficient quality using a 600 dpi color printer.

When Printing L Size (8.9 cm x 12.7 cm) Photos at Twice the Size

		
Document resolution: 300 dpi Output resolution: 300 dpi Scale: 200%	Scan at twice the size Actual scanning resolution: 600 dpi	Image resolution/printing resolution: 300 dpi

When Printing 35 mm Color Film (2.4 cm x 3.6 cm) at L Size (8.9 cm x 12.7 cm)

		
Document resolution: 300 dpi Output resolution: 300 dpi Scale: 400%	Scan at four times the size Actual scanning resolution: 1200 dpi	Image resolution/printing resolution: 300 dpi

Appropriate Resolution Settings

Set the resolution according to the use of the scanned image.

Note

- Although you can change Output Resolution in ScanGear, it is recommended that you scan at the default value.

For displaying on a monitor: 150 dpi

For printing: 300 dpi

When Output Size is set to Flexible in ScanGear's Advanced Mode tab (scale is 100%)

Document	Use	Color Mode	Output Resolution
Film	Copying (Printing)	Color	1200 dpi
Color photo	Copying (Printing)	Color	300 dpi
	Creating a postcard	Color	300 dpi
	Saving to a computer	Color	75 dpi - 300 dpi
	Using on a website or attaching to e-mail	Color	75 dpi - 150 dpi
Black and white photo	Saving to a computer	Grayscale	75 dpi - 300 dpi
	Using on a website or attaching to e-mail	Grayscale	75 dpi - 150 dpi
Text document	Copying	Color, Grayscale or Black and White	300 dpi
	Attaching to e-mail	Color, Grayscale or Black and White	150 dpi
	Scanning text using OCR	Color or Grayscale	300 dpi - 400 dpi

Important

- If you double the resolution, the file size quadruples. If the file is too large, the processing speed will slow down significantly, and you will experience inconvenience such as lack of memory. Set the minimum required resolution according to the use of the image.

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On-screen Manual > Scanning Guide > Useful Information on Scanning > File Formats

File Formats

You can select a file format when saving scanned images. You should specify the most suitable format according to how you want to use the image on which application.

Available file formats vary by application and computer (Windows or Macintosh).

See below for the characteristics of each image file format.

BMP (Standard File Extension: .bmp)

A standard file format for Windows.

BMP is often selected for images that are used only on Windows.

JPEG (Standard File Extension: .jpg)

A file format often used on websites and for digital camera images.

JPEG features high compression rates. JPEG images slightly degrade every time they are saved, and cannot be returned to their original state.

JPEG is not available for black and white images.

Exif (Standard File Extension: .jpg)

A file format supported by many digital cameras.

It adds information such as the date of image capture, camera model, shutter speed, shooting mode and comments to JPEG files.

The file format version must be Exif 2.2 or later in order to print on a Direct Print compatible printer.

TIFF (Standard File Extension: .tif)

A file format featuring a relatively high compatibility between various computers and applications. (Some TIFF files are incompatible.) TIFF is suitable for editing saved images.



Note

- MP Navigator EX supports the following TIFF file formats.
 - Uncompressed, black and white binary
 - Uncompressed, RGB (8 bits per channel)
 - Uncompressed, YCC (8 bits per component)
 - Uncompressed, RGB (16 bits per channel)
 - Uncompressed, YCC (16 bits per component)
 - Uncompressed, Grayscale

PDF (Standard File Extension: .pdf)

A file format developed by Adobe Systems. It can be used on various computers and operating systems. Therefore, PDF files can be exchanged between people who use different operating systems, fonts, etc. regardless of the differences.



Important

- Only PDF files created with MP Navigator EX are supported. PDF files created or edited in other applications are not supported.

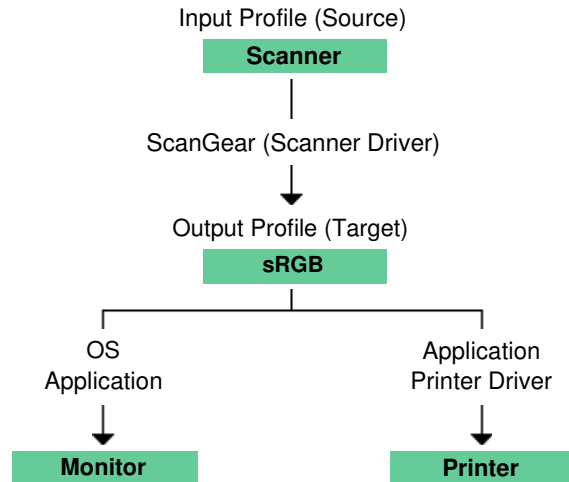
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On-screen Manual > Scanning Guide > Useful Information on Scanning > Color Matching

Color Matching

Color Matching adjusts devices as shown below to match the colors of an image displayed on a monitor or a printed image with the colors of the original document.

Example: When sRGB is selected as the output profile (target)



ScanGear converts the image's color space from the scanner's color space to sRGB.

When displaying on a monitor, the image's color space is converted from sRGB to the monitor's color space based on the operating system's monitor settings and the application's working space settings.

When printing, the image's color space is converted from sRGB to the printer's color space based on the application's print settings and the printer driver's settings.

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Other Scanning Methods](#)

Other Scanning Methods

- **Scanning with applications other than MP Navigator EX**
 - ➔ [Scanning from an Application](#)
- **Scanning images via the Control Panel**
 - ➔ [Scanning Using the Control Panel \(Windows XP Only\)](#)

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On-screen Manual

On-screen Manual > Scanning Guide > Other Scanning Methods > Scanning from an Application

Scanning from an Application

You can scan an image from a TWAIN- or WIA-compliant application and use the image in that application.

Windows Image Acquisition (WIA) is a driver model implemented in Windows XP or later. It allows you to scan documents without using an application. Scan documents from a TWAIN-compliant application to specify advanced settings for scanning.

The procedure varies depending on the application. The following procedures are examples only.

For details, refer to the application's manual.

Important

- In Windows 2000, you cannot scan using the WIA driver.
- You cannot scan film using the WIA driver.

Scanning from a TWAIN-compliant application

The following is an example of scanning using ArcSoft PhotoStudio.

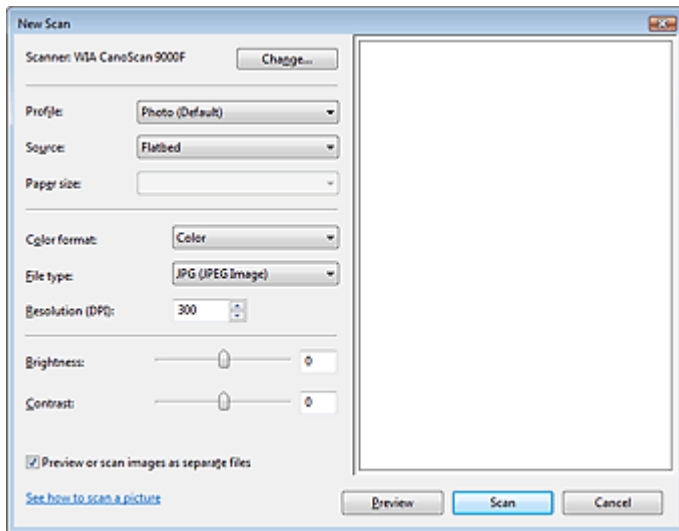
1. Place the document on the Platen.
[➔ Placing Documents](#)
2. From the Start menu, select (All) Programs > ArcSoft PhotoStudio 6 > PhotoStudio 6.
3. From the File menu, select Select Source....
In the Select Source screen, select the machine and click OK.
4. From the File menu, select Acquire....
ScanGear (scanner driver) starts.
For details on how to scan using ScanGear, see "[Scanning in Basic Mode](#)."

Scanning from a WIA driver 2.0-compliant application

The following is an example of scanning using Windows Fax and Scan or Windows Photo Gallery.

In Windows 7, scan using Windows Fax and Scan.

1. Place the document on the Platen.
[➔ Placing Documents](#)
2. In Windows Fax and Scan, click Scan... from New on the File menu.
In Windows Photo Gallery, click Import from Camera or Scanner... on the File menu, then double-click WIA CanoScan (model name).
The scan setting screen appears.
3. Specify the settings.



- **Scanner**

The currently set product name is displayed. To change the scanner, click Change... and select the product you want to use.

- **Profile**

Select Photo (Default) or Documents according to the document to be scanned. To save a new Profile, select Add profile.... You can specify the details in the Add New Profile dialog box.

- **Source**

Select a scanner type.

- **Paper size**

This setting is not available for this machine.

- **Color format**

Select how to scan the document.

- **File type**

Select a file format from JPEG, BMP, PNG and TIFF.

- **Resolution (DPI)**

Enter the resolution. Specify a value between 50 dpi and 600 dpi. 300 dpi is set by default.

➔ [Resolution](#)

- **Brightness**

Move the slider to adjust the brightness. Move it to the left to darken and right to brighten the image. You can also enter a value (-100 to 100).

- **Contrast**

Move the slider to adjust the contrast. Moving it to the left will decrease the contrast of the image, thus softening the image. Moving it to the right will increase the contrast of the image, thus sharpening the image. You can also enter a value (-100 to 100).

- **Preview or scan images as separate files**

Select this checkbox to preview or scan multiple images as separate files.

- **See how to scan a picture**

Click to open Windows Help and Support.

Note

- In Windows 7, See how to scan a picture is not displayed.

4. Click Preview to preview the image.


The preview image appears on the right.

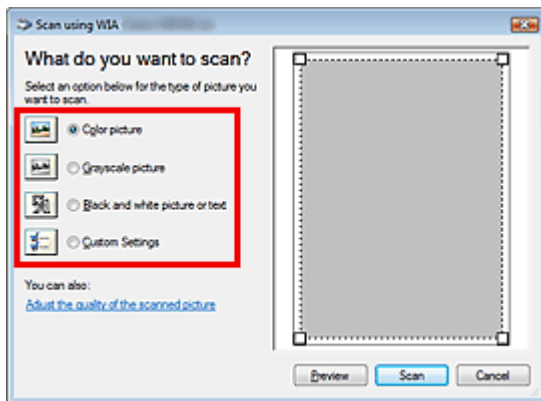
5. Click Scan.

When scanning is completed, the scanned image appears in the application.

Scanning from a WIA driver 1.0-compliant application

The following is an example of scanning using Paint.

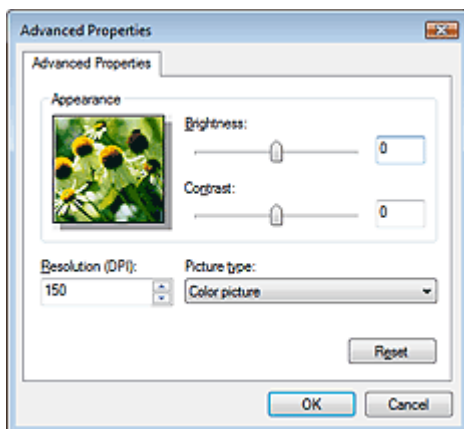
1. Place the document on the Platen.
→ [Placing Documents](#)
2. Click From Scanner or Camera... on the File menu. (In Windows 7, click From scanner or camera from ) (Select the command to scan a document in the application.)
3. Select an image type according to the document to be scanned.



Note

- To scan with the values previously set in Adjust the quality of the scanned picture, select Custom Settings.

4. Click Adjust the quality of the scanned picture and set the preferences as required.



- **Brightness**

Move the slider to adjust the brightness. Move it to the left to darken and right to brighten the image. You can also enter a value (-127 to 127).

- **Contrast**

Move the slider to adjust the contrast. Moving it to the left will decrease the contrast of the image, thus softening the image. Moving it to the right will increase the contrast of the image, thus sharpening the image. You can also enter a value (-127 to 127).

- **Resolution (DPI)**

Enter the resolution. Specify a value between 50 dpi and 600 dpi.

→ [Resolution](#)

- **Picture type**

Select the type of scan you want for your document.

- **Reset**

Click to restore the original settings.

5. Click Preview to preview the image.

The preview image appears on the right. Drag to specify the scan area.

6. Click Scan.

When scanning is completed, the scanned image appears in the application.

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On-screen Manual

On-screen Manual > Scanning Guide > Other Scanning Methods > Scanning Using the Control Panel (Windows XP Only)

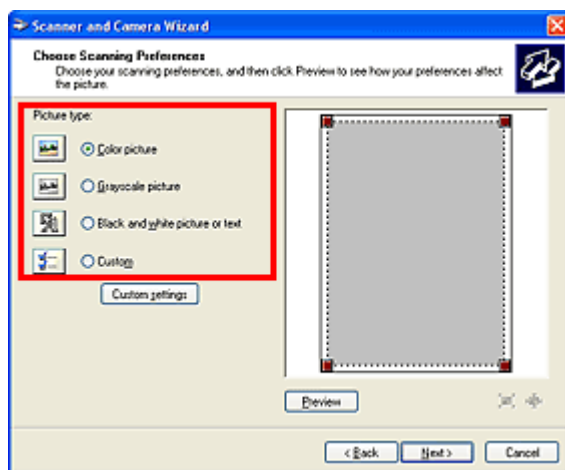
Scanning Using the Control Panel (Windows XP Only)

You can scan images via the Control Panel of Windows XP using the WIA driver.

Important

- You cannot scan film using the Control Panel.

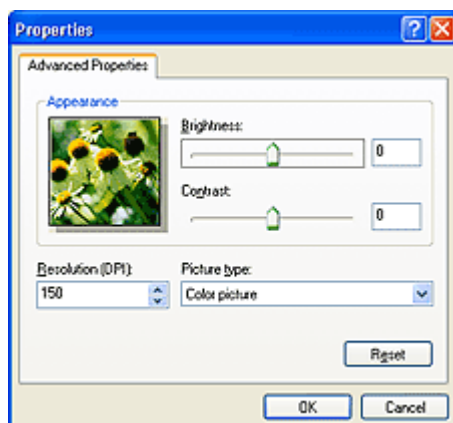
- From the Start menu, select Control Panel.
- Click Printers and Other Hardware > Scanners and Cameras, then double-click WIA CanoScan (model name).
The Scanner and Camera Wizard dialog box opens.
- Click Next.
- Select Picture type according to the document to be scanned.



Note

- To scan with the values previously set in Custom settings, select Custom.

- Click Custom settings to set the preferences as required.



- Brightness**

Move the slider to adjust the brightness. Move it to the left to darken and right to brighten the

image. You can also enter a value (-127 to 127).

- **Contrast**

Move the slider to adjust the contrast. Moving it to the left will decrease the contrast of the image, thus softening the image. Moving it to the right will increase the contrast of the image, thus sharpening the image. You can also enter a value (-127 to 127).

- **Resolution (DPI)**

Enter the resolution. Specify a value between 50 dpi and 600 dpi.

➡ Resolution


- **Picture type**

Select the type of scan you want for your document.

- **Reset**

Click to restore the original settings.

6. Click Preview to preview the image.

The preview image appears on the right. Drag  to specify the scan area.

7. Click Next and follow the instructions.

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons

Scanning Using the Scanner Buttons

- **Using the Scanner Buttons to create PDF files, print documents or attach images to e-mail**
 - ➔ What Are Scanner Buttons?
 - ➔ Scanning Documents and Saving the Scanned Images (AUTO SCAN Button)
 - ➔ Scanning and Saving Documents as PDF Files (PDF Buttons)
 - ➔ Scanning and Printing/Copying Documents (COPY Button)
 - ➔ Scanning and Attaching Documents to E-mail (E-MAIL Button)
- **Setting to start MP Navigator EX when a Scanner Button is pressed**
 - ➔ Scanner Button Settings
- **Specifying how to respond when a Scanner Button is pressed**
 - ➔ Scanner Button Settings via MP Navigator EX

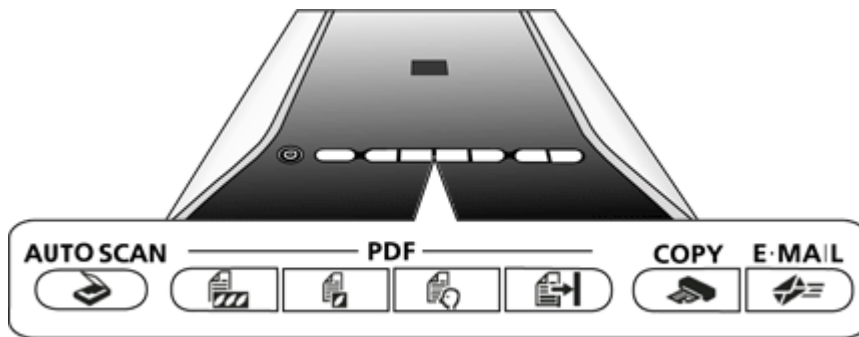
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On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > What Are Scanner Buttons?

What Are Scanner Buttons?

The seven buttons on the machine are referred to as Scanner Buttons. You can create PDF files, print documents, attach images to e-mail, etc. by simply placing the document on the machine and pressing a Scanner Button.



Important

- When you press a Scanner Button, a program selection screen may appear instead of MP Navigator EX. In that case, you will need to set MP Navigator EX as the program to start. See "[Scanner Button Settings](#)" for details.

• **AUTO SCAN Button**

Scans and saves documents. Document type is automatically detected and appropriate settings are applied.

• **PDF Buttons**

Create PDF files easily according to your needs. These button names are not inscribed on the machine.

• **COLOR Button**

Saves the scanned images as color PDF files in A4 size at 300 dpi output resolution by default.

• **BLACK & WHITE Button**

Saves the scanned images as black and white PDF files in A4 size at 300 dpi output resolution by default.

• **CUSTOM Button**

Saves the scanned images as PDF files according to your custom settings.

• **FINISH Button**

Ends the PDF button operation and saves the images.

• **COPY Button**

Scans and prints documents. Paper size is set to A4 by default.

• **E-MAIL Button**

Scans documents and attaches the scanned images to new e-mail. File size suitable for attachments is set.

Note

- You can change how MP Navigator EX responds when the AUTO SCAN, COPY or E-MAIL button is

pressed.

➔ [Scanner Button Settings via MP Navigator EX](#)

- When a Scanner Button is pressed and scanning starts, an MP Navigator EX dialog box displaying the scan details opens. Click Cancel while Scanning... appears to change the settings in the MP Navigator EX setting screen.
 - The Power Lamp flashes when a Scanner Button is pressed.
 - By default, the scanned images are saved in the following folders.
 - Windows 7: MP Navigator EX folder in My Pictures folder
 - Windows Vista: MP Navigator EX folder in Pictures folder
 - Windows XP: MP Navigator EX folder in My Pictures folder
 - Windows 2000: MP Navigator EX folder in My Pictures folder
-

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > Scanning Documents and Saving the Scanned Images (AUTO SCAN Button)

Scanning Documents and Saving the Scanned Images (AUTO SCAN Button)

Scan and save documents. Document type is automatically detected and appropriate settings are applied.

1. Place the document on the Platen.

➔ [Placing Documents](#)

2. Press the AUTO SCAN button.

MP Navigator EX screen appears automatically and scanning starts.



Note

- The scanned image is saved in an appropriate file format according to the document type. See "Auto Scan Dialog Box" for details.
-

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > Scanning and Saving Documents as PDF Files (PDF Buttons)

Scanning and Saving Documents as PDF Files (PDF Buttons)

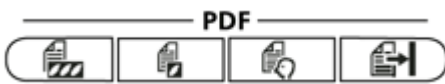
Save scanned images as PDF files.




1. Place the document on the Platen.

Important

- Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow (alignment mark) of the Platen.

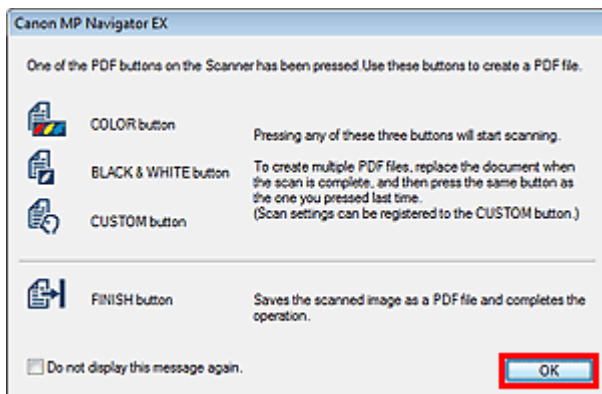
2. Press PDF button.



- Scanning color documents :  (COLOR Button)
- Scanning black and white documents :  (BLACK & WHITE Button)
- Scanning with custom settings :  (CUSTOM Button)

Descriptions on the PDF buttons appear.

3. Read the descriptions and click OK.



Note

- Select the Do not display this message again. checkbox to scan documents continuously using the buttons on the machine only.

4. Follow the on-screen instructions.

The operation varies depending on the button selected in Step 2.

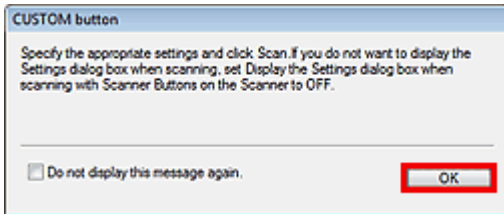
COLOR and BLACK & WHITE buttons:

Scans in color or black and white.

Scanning... and the scan setting values appear.

CUSTOM button:

A message about the setting screen appears.



Click OK. The Custom tab in the " PDF Dialog Box " of MP Navigator EX opens.

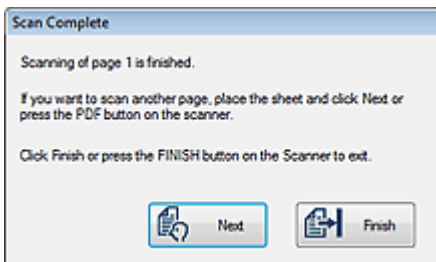
Specify the scan settings and click Scan.

Note

- Adobe Acrobat Reader or Adobe Acrobat may start (to create thumbnails). If Microsoft Office documents or other documents are saved in the same folder, the corresponding application may start.

5. Select to add a page or end according to the number of pages.


When scanning is completed, a message prompting you to add a page or exit appears.



Adding a page

Place the next document on the Platen and press the button selected in Step 2 or click Next in the message screen. After the additional page is scanned, a message prompting you to add a page or end appears again.

Ending

Press  (FINISH button) on the machine or click Finish in the message screen.

The scanned images are saved in PDF format.

On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > Scanning and Printing/Copying Documents (COPY Button)

Scanning and Printing/Copying Documents (COPY Button)

Print documents on a printer.

Note

- Prepare the printer when printing with the COPY button. Refer to the manual of your printer to prepare it.
-

1. Place the document on the Platen.

➡ [Placing Documents](#)

2. Press the COPY button.

MP Navigator EX screen appears automatically and scanning starts. The scanned image is printed on a printer.

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > Scanning and Attaching Documents to E-mail (E-MAIL Button)

Scanning and Attaching Documents to E-mail (E-MAIL Button)

Attach image files to new e-mail.

Important

- MP Navigator EX is compatible with the following e-mail software programs:
 - Windows Mail (Windows Vista)
 - Outlook Express (Windows XP/Windows 2000)
 - Microsoft Outlook(If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

Note

- If an e-mail software program is not selected, manually attach the scanned and saved image to e-mail.
- Refer to the corresponding manual for the printer, application and e-mail program settings.

1. Place the document on the Platen.

Important

- Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow (alignment mark) of the Platen.

2. Press the E-MAIL button.

MP Navigator EX screen appears automatically and scanning starts. The scanned image is attached to new e-mail.

3. Specify the recipient, enter the subject and message, then send e-mail.

For details, refer to the manual of the e-mail software program.

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On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > Scanner Button Settings

Scanner Button Settings

Set to start MP Navigator EX when a Scanner Button is pressed.

Specifying the Scanner Button settings using MP Navigator EX allows you to scan documents easily.

➔ [Scanner Button Settings via MP Navigator EX](#)

Important

- Log on to an administrator account before making the settings.

Windows 7

1. From the Start menu, select Devices and Printers.
2. Right-click the icon of your scanner, then select Scan properties.
3. In the User Account Control dialog box, click Yes.
4. In Actions on the Event tab, set MP Navigator EX as the application to start.
Set MP Navigator EX 3.1 for all events in Select an event.
If MP Navigator EX is already set, click Cancel to end.
5. Click OK.

Windows Vista

1. From the Start menu, select Control Panel > Hardware and Sound > Scanners and Cameras.
2. Select WIA CanoScan (model name), then click Properties.
3. In the User Account Control dialog box, click Continue.
4. In the WIA CanoScan (model name) Properties dialog box, select the Event tab.
5. In Actions on the Event tab, set MP Navigator EX as the application to start.
Set MP Navigator EX 3.1 for all events in Select an event.
If MP Navigator EX is already set, click Cancel to end.
6. Click OK.

Windows XP

1. From the Start menu, select Control Panel > Printers and Other Hardware.
2. In the resulting screen, click Scanners and Cameras.

3. Right-click WIA CanoScan (model name), then click Properties.
4. In Actions on the Event tab, set MP Navigator EX as the application to start.
Set MP Navigator EX 3.1 for all events in Select an event.
If MP Navigator EX is already set, click Cancel to end.
5. Click OK.

Windows 2000

1. From the Start menu, select Settings > Control Panel.
2. In the resulting screen, click (or double-click) Scanners and Cameras.
3. The Scanners and Cameras Properties dialog box opens. Select CanoScan (model name), then click Properties.
4. Select an event in Scanner events, then set MP Navigator EX 3.1 for Send to this application.
If MP Navigator EX is already set, click Cancel to end.
5. Click OK.
Restart the computer.

Important

- The settings are not effective until you restart the computer.

On-screen Manual

On-screen Manual > Scanning Guide > Scanning Using the Scanner Buttons > Scanner Button Settings via MP Navigator EX

Scanner Button Settings via MP Navigator EX

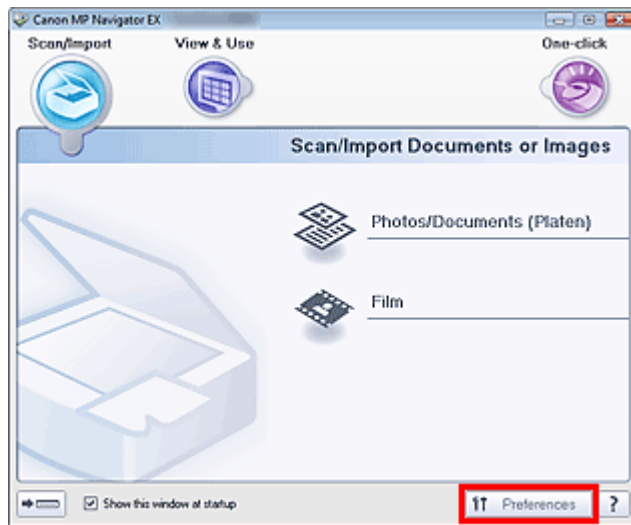
MP Navigator EX enables you to specify the response resulting from pressing a button on the machine (Scanner Button). You can specify the response individually for each event.

1. Start MP Navigator EX.

➔ Starting MP Navigator EX

The MP Navigator EX Navigation Mode screen or One-click Mode screen appears.

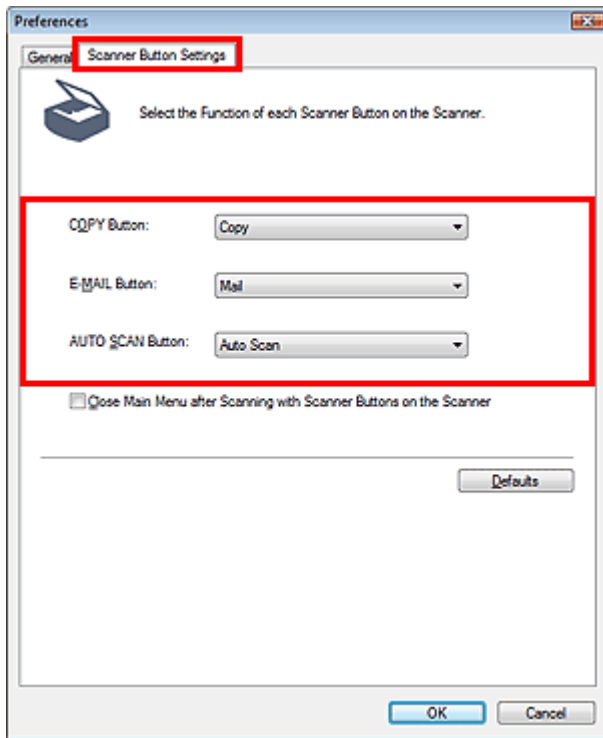
2. Click Preferences.



The Preferences dialog box opens.

3. Select the Scanner Button Settings tab, then specify a function to assign to each Scanner Button.

➔ Scanner Button Settings Tab



4. Click OK.

The operation will be performed according to the settings when you press a button on the machine (Scanner Button).

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#)

Troubleshooting

This section provides solutions to problems you may encounter.

- ➔ [Installation Problems](#)
- ➔ [Problems with Scanning](#)
- ➔ [Problems with Scanning Film](#)
- ➔ [Software Problems](#)
- ➔ [MP Navigator EX Problems](#)

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Installation Problems](#)

Installation Problems

- ➔ The Found New Hardware screen appears when the scanner is connected to a computer
- ➔ Menu Screen Does Not Appear When the *Setup CD-ROM* Is Inserted
- ➔ Installation Is Unsuccessful (Insufficient Free Hard Disk Space)
- ➔ Installation Is Unsuccessful (Insufficient Memory)

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Installation Problems](#) > The Found New Hardware screen appears when the scanner is connected to a computer

The Found New Hardware screen appears when the scanner is connected to a computer

Check: The machine may have been connected before installing the software programs from the *Setup CD-ROM*.

Disconnect the USB cable from the computer, then click Cancel in the Found New Hardware (Windows XP and Windows 2000: Found New Hardware Wizard) screen to close it. Then install the software programs from the *Setup CD-ROM*.

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On-screen Manual

On-screen Manual > Scanning Guide > Troubleshooting > Installation Problems > Menu Screen Does Not Appear When the *Setup CD-ROM* Is Inserted

Menu Screen Does Not Appear When the *Setup CD-ROM* Is Inserted

Check 1: Make sure that the CD-ROM is inserted properly.

Reinsert the *Setup CD-ROM*.

Check 2: The auto start function for CD-ROMs may be disabled.

The CD-ROM may not start automatically for some reason. Double-click the CD-ROM drive icon and start the setup directly.

1. From the Start menu, select Computer.

(In Windows XP, select My Computer from the Start menu. In Windows 2000, double-click the My Computer icon on the desktop.)

2. Double-click the CD-ROM drive icon, or right-click the CD-ROM drive icon and click Open, then double-click MSETUP4.EXE.

Important

- The CD-ROM drive may not be operating correctly if the CD-ROM drive icon does not appear. Contact the manufacturer of the computer. Or, the *Setup CD-ROM* may be damaged. Contact Canon Customer Support Help Desk (refer to the printed manual: *Quick Start Guide*) or the service center.

Check 3: The *Setup CD-ROM* may be dusty or dirty. There may be fingerprints on the CD-ROM.

- Gently dust or wipe off the dirt on the CD-ROM with a soft cloth.
- Gently wipe fingerprints and other smears from the CD-ROM with a soft cloth or an eyeglass cleaner, being careful not to scratch the CD-ROM.
- Remove dust and dirt from the CD-ROM drive with a blower brush for a camera lens.

Important

- Do not wipe the CD-ROM drive's sensor directly with a cloth or other materials. It could cause the drive to malfunction and cease to read CD-ROMs.

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Installation Problems](#) > [Installation Is Unsuccessful \(Insufficient Free Hard Disk Space\)](#)

Installation Is Unsuccessful (Insufficient Free Hard Disk Space)

Check: Delete unnecessary files to obtain sufficient free hard disk space, then try again.

- From the Start menu, select (All) Programs > Accessories > System Tools > Disk Cleanup to delete unnecessary files in the hard disk drive (C:).
- Select unnecessary files, then right-click a selected file and click Delete. Right-click Recycle Bin, then click Empty Recycle Bin.
- From the Start menu, select Control Panel (Windows 2000: Settings > Control Panel) > Uninstall a program (Windows XP and Windows 2000: Add or Delete Programs), then delete unnecessary files.

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Installation Problems](#) > [Installation Is Unsuccessful \(Insufficient Memory\)](#)

Installation Is Unsuccessful (Insufficient Memory)

Check: Close other applications or restart the computer and try again.

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On-screen Manual

On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning

Problems with Scanning

- ➡ Error Message "Release the lock switch..." Is Displayed
- ➡ Scanner Does Not Work
- ➡ ScanGear (Scanner Driver) Does Not Start
- ➡ Error Message Appears and the ScanGear (Scanner Driver) Screen Does Not Appear
- ➡ Scanner Buttons Do Not Work
- ➡ "Select the program to launch for this action" Is Displayed When a Scanner Button Is Pressed
- ➡ When a Scanner Button or MP Navigator EX Button Is Pressed, a Wrong Application Starts
- ➡ Scan Quality (Image Displayed on the Monitor) Is Poor
- ➡ Scanned Image Is Surrounded by Extra White Areas
- ➡ Cannot Scan Multiple Documents at One Time
- ➡ Cannot Scan Properly in Auto Scan Mode
- ➡ Slow Scanning Speed
- ➡ "There is not enough memory." Message Is Displayed
- ➡ Computer Stops Operating during Scanning
- ➡ Scanner Does Not Work After Upgrading Windows

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Problems with Scanning](#) > [Error Message "Release the lock switch..." Is Displayed](#)

Error Message "Release the lock switch..." Is Displayed

Check: The machine may be locked.

Close the software program and unlock the machine, then turn on the machine again. For information on how to unlock the machine, see the printed manual: *Quick Start Guide*.

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On-screen Manual

On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning > Scanner Does Not Work

Scanner Does Not Work

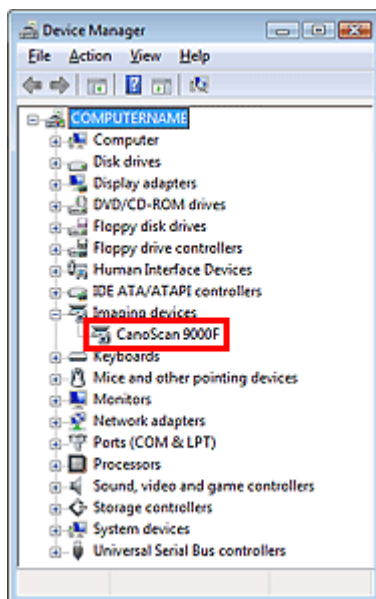
Check 1: Restart the computer.

Check 2: Follow the steps below to make sure that the machine is recognized by the computer, and if not, reinstall ScanGear (scanner driver).

- Step 1: Confirm.
 - Windows 7/Windows Vista:
 1. On the Start menu, right-click Computer, then select Properties.
 2. Select Device Manager in the task area.
 - Windows XP:
 1. On the Start menu, right-click My Computer, then select Properties.
 2. On the Hardware tab, select Device Manager.
 - Windows 2000:
 1. Right-click the My Computer icon, then select Properties.
 2. On the Hardware tab, select Device Manager.

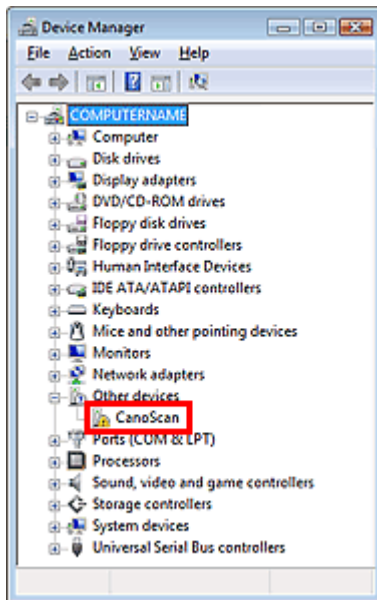
If the Machine is Recognized

The machine is displayed under "Imaging devices."



If the Machine is Not Recognized

The machine is not displayed. ("CanoScan" may be displayed under "Other devices.")

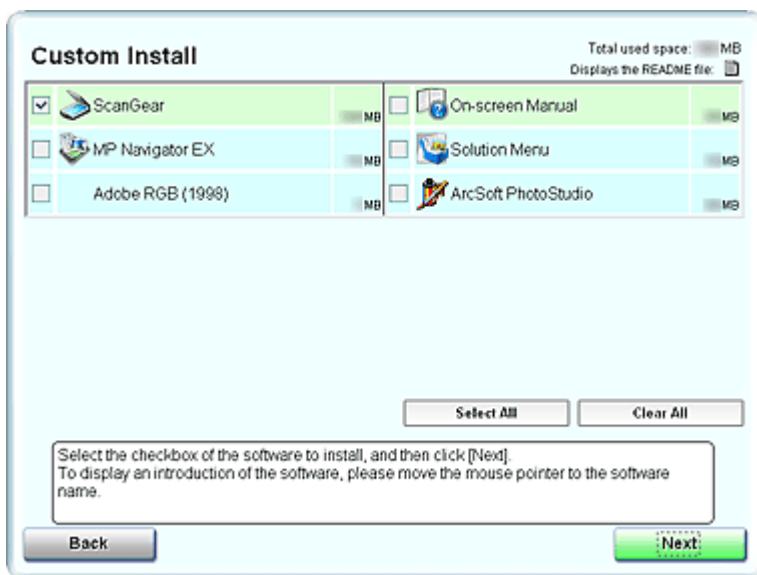


- **Step 2: Delete ScanGear.**

1. From the Start menu, select (All) Programs > CanoScan (model name) > Scanner Driver Uninstaller.
2. When a confirmation appears, click OK.
3. When a confirmation for removing ScanGear and all of its components appears, click Yes.
4. When all files are deleted, click Exit.
ScanGear is deleted.

- **Step 3: Reinstall ScanGear.**

Insert the *Setup CD-ROM* into the computer's disc drive, click Custom Install, select the ScanGear checkbox and reinstall it.



Note

- Deselect the checkboxes to the left of applications that are already installed. These applications will not be reinstalled.

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On-screen Manual

On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning > ScanGear (Scanner Driver) Does Not Start

ScanGear (Scanner Driver) Does Not Start

Check 1: Make sure that the ScanGear (scanner driver) is installed.

If it is not installed, insert the *Setup CD-ROM* into the computer's disc drive, then select Custom Install and install ScanGear.

Check 2: On the File menu of the application, select Select Source... and select the machine.

Important

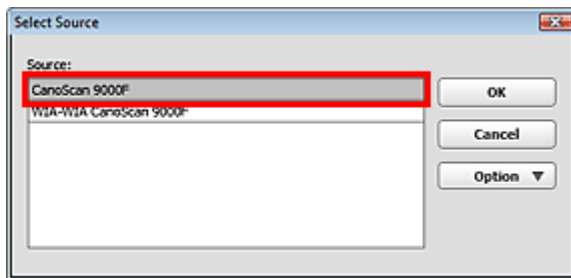
- Do not select the model name that includes WIA in it.

Note

- The operation may differ depending on the application.

- Example: ArcSoft PhotoStudio**

Display may differ depending on your operating system.



Check 3: Start from a TWAIN-compliant application.

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Problems with Scanning](#) > [Error Message Appears and the ScanGear \(Scanner Driver\) Screen Does Not Appear](#)

Error Message Appears and the ScanGear (Scanner Driver) Screen Does Not Appear

Check 1: Make sure that the machine is turned on.

Check 2: Connect the USB cable to a different USB port on the computer.

Check 3: If the USB cable is connected to a USB hub, remove it from the USB hub and connect it to a USB port on the computer.

Check 4: Make sure that the ScanGear (scanner driver) is installed.

If it is not installed, insert the *Setup CD-ROM* into the computer's disc drive, then select Custom Install and install ScanGear.

Check 5: On the File menu of the application, select Select Source and select the machine.

Note

- The operation may differ depending on the application.
-

Check 6: Make sure that the application is TWAIN-compliant.

You cannot open ScanGear from applications not supporting TWAIN.

Check 7: Exit ScanGear if it is running on another application.

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[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Problems with Scanning](#) > [Scanner Buttons Do Not Work](#)

Scanner Buttons Do Not Work

Check 1: Install the required software programs (MP Navigator EX, other applications that accompany the machine, etc.) from the *Setup CD-ROM*.

Check 2: To use the COPY button, install the printer driver of your printer.

Check 3: Check that the printer operates properly.

Check 4: To use the E-MAIL button, install any of the following programs.

- Windows Mail (Windows Vista)
- Outlook Express (Windows XP/Windows 2000)
- Microsoft Outlook

(If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

Check 5: The MP Navigator EX screen may be hidden behind other windows. (Windows 7/Windows Vista)

Click Canon MP Navigator EX on the taskbar to bring the MP Navigator EX screen to the front.

Check 6: Applications may not be assigned to the Scanner Buttons.

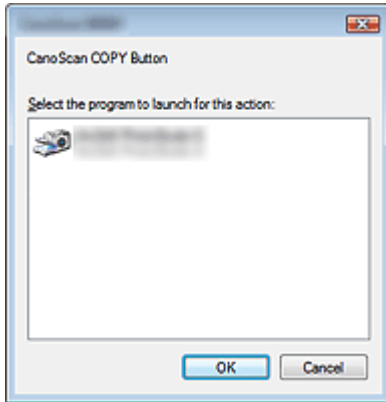
➔ [Scanner Button Settings](#)

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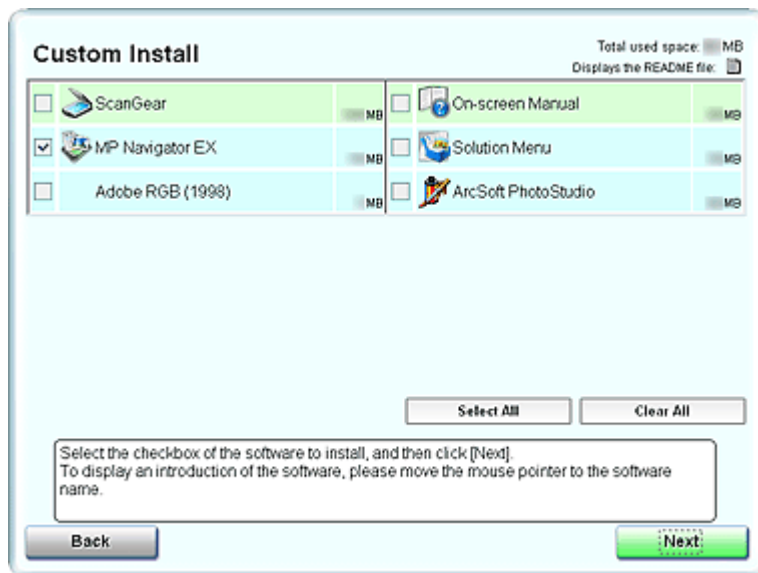
On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning > "Select the program to launch for this action" Is Displayed When a Scanner Button Is Pressed

"Select the program to launch for this action" Is Displayed When a Scanner Button Is Pressed



Check 1: If MP Navigator EX is not installed, install it from the *Setup CD-ROM*.

Insert the *Setup CD-ROM* into the computer's disc drive, click Custom Install, select the MP Navigator EX checkbox and install it.



Check 2: Set to start MP Navigator EX when a Scanner Button is pressed.

➔ [Scanner Button Settings](#)

On-screen Manual

On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning > When a Scanner Button or MP Navigator EX Button Is Pressed, a Wrong Application Starts

When a Scanner Button or MP Navigator EX Button Is Pressed, a Wrong Application Starts

Check: Change the MP Navigator EX settings.

Applications that correspond with the Scanner Buttons are managed by MP Navigator EX. After installing all the applications from the *Setup CD-ROM*, the print function is assigned to Copy and Print, mail-related function to Mail, Notepad (included with Windows) to OCR, and ArcSoft PhotoStudio to Scan by default. You can replace the assigned application with another application by changing the settings in MP Navigator EX.

Assign an application to PDF.

- **Application Settings**

Specify an application to open scanned images. The name of the specified application is displayed in Application Settings.

To change the application:

Method 1

Click Set, select the application to assign, then click Open.

Make sure that the application is an executable file.

Normally a folder named after the application or its manufacturer is created in the Program Files folder, and a file with a ".exe" extension is saved in it. Double-click the file to make sure that the corresponding application starts.



Note

- If extensions are hidden, from the Start menu, click Control Panel > Folder Options > View, then deselect the Hide extensions for known file types checkbox.

Method 2

Drag and drop the executable file on the desktop or the Start menu, or its shortcut to Application Settings.



Important

- Some applications may not start.
- Some applications may not start if the shortcut is assigned.

To cancel the application setting:

Click Reset.



Important

- If you press a Scanner Button to which an application is not set in Application Settings, a message requesting you to specify an application appears. Click OK, then select an application in the Select Application screen.

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Scan Quality (Image Displayed on the Monitor) Is Poor

Check 1: Increase the scanning resolution.

➔ Resolution

Check 2: Set the scale to 100%.

Some applications do not display images clearly if the image is too small.

Check 3: Update the calibration data.

Recalibrate the scanner from the Scanner tab in the Preferences dialog box of ScanGear (scanner driver). Calibration may take time depending on your computer.

➔ Scanner Tab

Check 4: If moire (stripe pattern) appears, take the following measures and scan again.

- On the Basic Mode tab of ScanGear, select Magazine(Color) in Select Source.
➔ Basic Mode Tab
- On the Advanced Mode tab of ScanGear, set Descreen in Image Settings to ON.
➔ Image Settings

Note

- If moire appears when you scan a digital print photo, take the above measures and scan again.

- If you use MP Navigator EX, set Document Type to Magazine(Color) or enable Descreen in the Scan Settings dialog box and scan again.
➔ Scan Settings Dialog Box (Photos/Documents)

Check 5: Check the monitor's color depth.

- **Windows 7:**

From the Start menu, select Control Panel > Appearance and Personalization > Adjust screen resolution > Preferences.

On the Monitor tab of the displayed dialog box, set Colors to High Color (16 bit), True Color (24 bit) or True Color (32 bit).

- **Windows Vista:**

From the Start menu, select Control Panel > Appearance and Personalization > Adjust screen resolution to open the Display Settings dialog box. Set the color depth to Medium (16 bit) or Highest (32 bit).

- **Windows XP:**

From the Start menu, select Control Panel > Display to open the Display Properties dialog box. On the Settings tab, set Colors to Medium (16 bit) or Highest (32 bit).

- **Windows 2000:**

From the Start menu, select Settings > Control Panel > Display to open the Display Properties dialog box. On the Settings tab, set Colors to High Color (16 bit) or True Color (32 bit).

Check 6: Clean the Platen and Document Cover.

Clean the Platen of the scanner or the light source of the Film Adapter Unit, taking special care not to press strongly on the Platen.

Check 7: If the document is in poor condition (dirty, faded, etc.), use

Reduce Dust and Scratches, Fading Correction, Grain Correction, etc. in Image Settings on the Advanced Mode tab of ScanGear.[➔ Image Settings](#)**Check 8: If the color tone of images is different from the original document, take the following measures and scan again.**

- On the Advanced Mode tab of ScanGear, set Image Adjustment in Image Settings to None.

[➔ Image Settings](#)

- On the Color Settings tab in the Preferences dialog box of ScanGear, set Color Matching.

[➔ Color Settings Tab](#)**Check 9: Cover the machine with black cloth if white spots, streaks, or colored patterns appear in scan results due to interference from ambient light.**[Page top](#)


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Scanned Image Is Surrounded by Extra White Areas

Check: Specify the scan area.



Click  (Auto Crop) in whole image view of ScanGear (scanner driver) to automatically display the cropping frame (scan area) according to the document size.

You can also manually specify the scan area in thumbnail view or when there are white margins along the document (for example, in photos), or when you want to create custom cropping frames.

➡ [Adjusting Cropping Frames](#)

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Cannot Scan Multiple Documents at One Time

Check 1: Make sure that the documents are placed correctly on the Platen.

➡ [Placing Documents](#)

Check 2: Scan each item individually.

Some applications do not support multiple image scanning.

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Cannot Scan Properly in Auto Scan Mode

Check 1: Make sure that the documents are placed correctly on the Platen.

➡ [Placing Documents](#)

Check 2: Multiple image scanning may not be supported.

Some applications do not support multiple image scanning. In that case, scan each item individually.

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Slow Scanning Speed

Check 1: To view the image on a monitor, set the output resolution to around 150 dpi. To print, set it to around 300 dpi.

➔ [Resolution](#)

Check 2: Set Fading Correction, Grain Correction, etc. to None.

➔ [Image Settings](#)

Check 3: In MP Navigator EX, deselect the Correct slanted document / Detect the orientation of text documents and rotate images checkbox and scan again.

➔ [Scan Settings Dialog Box \(Photos/Documents\)](#)

➔ [Scan Settings Dialog Box](#)

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"There is not enough memory." Message Is Displayed

Check 1: Exit other applications and try again.

Check 2: Reduce the resolution or output size and scan again.

➔ [Resolution](#)

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Computer Stops Operating during Scanning

Check 1: Restart the computer, reduce the output resolution in ScanGear (scanner driver) and scan again.

Check 2: Delete unnecessary files to obtain sufficient free hard disk space, then scan again.

Error message may appear if there is not enough hard disk space to scan and save, when the image size is too large (such as when scanning a large document at high resolution.)

Check 3: For Location of Temporary Files in MP Navigator EX, specify a folder on a drive with sufficient free space.

➡ [General Tab](#)

Check 4: Multiple devices may be connected to USB ports.

Disconnect other devices.

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Scanner Does Not Work After Upgrading Windows

Check: Disconnect the USB cable, then uninstall and reinstall the ScanGear(scanner driver) and MP Navigator EX.

- **Step 1: Delete ScanGear.**

See "[Uninstalling the ScanGear \(Scanner Driver\)](#) " for details.

- **Step 2: Uninstall MP Navigator EX.**

- 1.** From the Start menu, select (All) Programs > Canon Utilities > MP Navigator EX 3.1 > MP Navigator EX Uninstall.
- 2.** When a confirmation appears, click Yes.
- 3.** When uninstallation is complete, click OK.
MP Navigator EX is uninstalled.

- **Step 3: Reinstall the ScanGear and MP Navigator EX.**

Insert the *Setup CD-ROM* into the computer's disc drive, then select Custom Install and reinstall the ScanGear and MP Navigator EX.

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Problems with Scanning Film

- ➡ Cannot Scan Film
- ➡ Scan Quality Is Poor or Colors Are Scanned Incorrectly
- ➡ Image Becomes Too Dark or Too Bright When a Cropping Frame Is Moved, Enlarged or Reduced
- ➡ Frames Are Not Detected Correctly
- ➡ Scanner Stops Operating during Scanning, or "There is not enough memory." Message Is Displayed

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Cannot Scan Film

Check 1: Make sure that the FAU (Film Adapter Unit) Protective Sheet is removed from the Document Cover.

Check 2: Make sure that the Film Guide is placed correctly on the Platen.

Check 3: Make sure that the calibration slot is not blocked.

Do not block the calibration slot on the Film Guide with film or other items.

Check 4: Make sure that the Document Cover is closed properly.

Check 5: Make sure that ScanGear (scanner driver) is set for scanning film.

In ScanGear, set Select Source in Basic Mode to Negative Film(Color) or Positive Film(Color), or set Select Source in Advanced Mode to Color Negative Film, Color Positive Film, Monochrome Negative Film or Monochrome Positive Film.

Check 6: In MP Navigator EX, select the machine on the General tab of the Preferences dialog box and click OK.

Check 7: In the dialog box that opens by clicking an icon in the One-click Mode screen of MP Navigator EX, set Document Type to film or Film(Auto mode), then click Apply.

Also follow Check 6 and Check 7 when you cannot scan using the Scanner Buttons.

Check 8: Set the appropriate output resolution and scan again.

If the computer has stopped operating, restart it and scan again.

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On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning Film > Scan Quality Is Poor or Colors Are Scanned Incorrectly

Scan Quality Is Poor or Colors Are Scanned Incorrectly

Check 1: The Platen or the light source on the Document Cover may be dusty or dirty.

Remove dust and dirt from the Platen and the light source on the Document Cover. Clean the Platen of the scanner or the light source of the Film Adapter Unit, taking special care not to press strongly on the Platen.

Check 2: Recalibrate the scanner from the Scanner tab in the Preferences dialog box of ScanGear (scanner driver).

➔ [Scanner Tab](#)

Check 3: If the film is in poor condition (dirty, faded, etc.), use Remove Dust and Scratches (FARE), Fading Correction, Grain Correction, etc. in Image Settings in Advanced Mode of ScanGear.

➔ [Image Settings](#)

Note

- If a print out of an image does not appear satisfactory or the same as what you see on the monitor, you may need to change the printer's settings. Or, there may be a problem with the printer. For details, refer to the manual of your printer.

Check 4: If circular stripe patterns (Newton's rings) appear, load the film face-up and click Preview, then click (Mirror) on the Toolbar of ScanGear to invert the image, then click Scan.

Check 5: The film may be extremely dark or bright, or the spaces between frames are extremely narrow (2 mm is standard).

Scan again using ScanGear if the Scanner Buttons or MP Navigator EX yielded less than satisfactory colors.

Check 6: Adjust the brightness, contrast, tone curve, etc. on the Advanced Mode tab if the colors of the ScanGear's preview scan was unsatisfactory.

➔ [Correcting Images and Adjusting Colors with ScanGear \(Scanner Driver\)](#)

Check 7: Adjust the saturation and color balance on the Advanced Mode tab of ScanGear if the scanned image appears reddish or bluish.

➔ [Adjusting Saturation and Color Balance](#)

Check 8: Light may reflect off white slide mounts into images. In that case, use black slide mounts or cover the white slide mounts with black frames.

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Image Becomes Too Dark or Too Bright When a Cropping Frame Is Moved, Enlarged or Reduced

Check: Follow these steps from the Advanced Mode tab of ScanGear (scanner driver).


1. Click Preview.

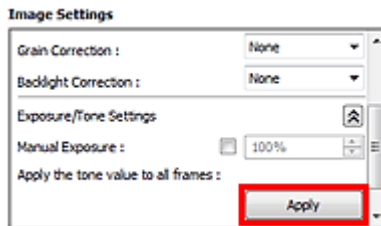
The preview images are refreshed.

When the whole film image is displayed, click  (Whole Film Image) on the Toolbar to display the thumbnails.

2. Select the frame you want to correct the colors of.

3. Click Apply in the Apply the tone value to all frames section.

If the Apply the tone value to all frames section is not displayed, click  (Down arrow) of Exposure/Tone Settings.



4. Specify a cropping frame and click Scan.

Scanning starts.

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On-screen Manual > Scanning Guide > Troubleshooting > Problems with Scanning Film > Frames Are Not Detected Correctly

Frames Are Not Detected Correctly

Check 1: Film may be out of position.

➔ Placing Film

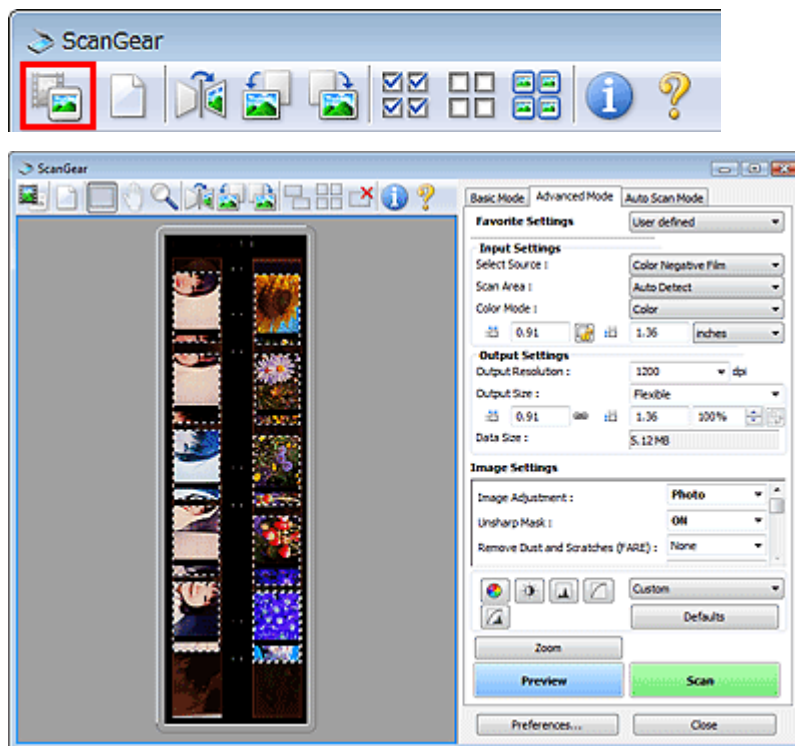
Check 2: The film may be extremely dark or bright, or the spaces between frames are extremely narrow (2 mm is standard).



Follow these steps if thumbnails are not displayed correctly when previewed in ScanGear (scanner driver).

The following is an example using the Advanced Mode tab.

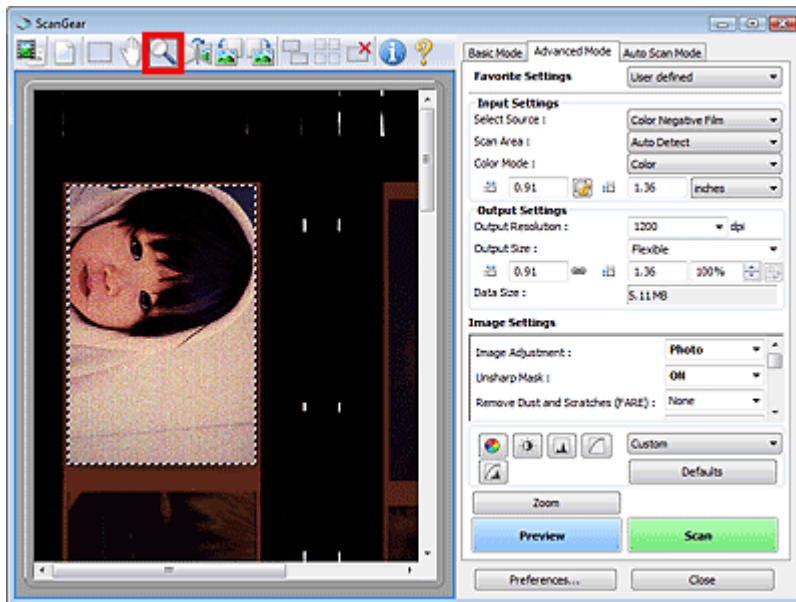
1. Click  (Film Thumbnail) on the Toolbar.


The whole film image is displayed.



2. Select unnecessary cropping frames and click  (Remove Cropping Frame).
The cropping frames are deleted. You can also delete the cropping frames by pressing the Delete key.
3. Specify the scan area of the frame that was not displayed correctly.
4. Select  (Enlarge/Reduce) and click on the image.



The Preview area is enlarged.



5. Click  (Crop) and adjust the cropping frame to the desired size.

6. Click Scan.
Starts scanning.

Check 3: Check if there are frames that are not cropped even when the whole film image is displayed.

On the Advanced Mode tab of ScanGear, click  (Film Thumbnail) on the Toolbar to display the whole film image. Cropping frames appear on automatically detected frames. If the frame you want to scan is not cropped correctly, select the size of the film to be scanned from Scan Area and click  (Film Cropping Frame). If the frame is still not cropped correctly, adjust the cropping frame. See the procedure in Check 2 to 6 to adjust the cropping frame.

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Scanner Stops Operating during Scanning, or "There is not enough memory." Message Is Displayed

Check 1: Reduce the resolution or output size and scan again.

➡ [Resolution](#)

Check 2: Reduce the number of frames to scan or apply Image Settings (such as Backlight Correction) only to frames that require corrections.

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Software Problems

- ➡ E-mail Software Program You Want to Use Does Not Appear in the Screen for Selecting an E-mail Software Program
- ➡ Scanned Image Is Printed Enlarged (Reduced)
- ➡ Scanned Image Is Enlarged (Reduced) on the Computer Monitor
- ➡ Scanned Image Does Not Open

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On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [Software Problems](#) > E-mail Software Program You Want to Use Does Not Appear in the Screen for Selecting an E-mail Software Program

E-mail Software Program You Want to Use Does Not Appear in the Screen for Selecting an E-mail Software Program

Check 1: MP Navigator EX may not support the e-mail software program.

The following e-mail software programs are supported. (Image are attached to the mail message automatically.)

- Windows Mail (Windows Vista)
- Outlook Express (Windows XP/Windows 2000)
- Microsoft Outlook

Check 2: If an e-mail software program does not operate properly, check that the program's MAPI is enabled.

To enable MAPI, refer to the manual of the e-mail software program.

Check 3: If using an e-mail software program other than the ones listed above, select None (Attach Manually) when prompted to select a program and attach the scanned image manually.

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Scanned Image Is Printed Enlarged (Reduced)

Check: Set the printing size in the application.

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Scanned Image Is Enlarged (Reduced) on the Computer Monitor

Check 1: Change the display setting in the application.

For details, refer to the application's manual. If you have any questions, contact the manufacturer of the application.

Note

- You cannot reduce the image size in Paint. To reduce the display size, open the images in an application.
-

Check 2: Change the resolution setting in ScanGear (scanner driver) and scan again.

The higher the resolution, the larger the resulting image will be.

[➔ Resolution](#)

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Scanned Image Does Not Open

Check: If the file format is not supported by the application, scan the image again and save it in a popular file format such as JPEG.

For details, refer to the application's manual. If you have any questions, contact the manufacturer of the application.

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MP Navigator EX Problems

- ➡ Cannot Scan at the Correct Size
- ➡ Position or Size of the Image Cannot be Detected Correctly When Scanning Using the Scanner Buttons
- ➡ Document Is Placed Correctly, but the Scanned Image Is Slanted
- ➡ Document Is Placed Correctly, but the Orientation Changes in the Scanned Image

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Cannot Scan at the Correct Size

Check 1: Make sure that the documents are placed correctly on the Platen.

➔ [Placing Documents](#)

Check 2: Set Document Size to the actual document size and scan again.

If the matching size is not found, scan at a larger size and trim the image.

See the Toolbar ( (Trimming)) in "[Correct/Enhance Images Window](#)" for details.

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Position or Size of the Image Cannot be Detected Correctly When Scanning Using the Scanner Buttons

Check 1: Make sure that the documents are placed correctly on the Platen.

➡ [Placing Documents](#)

Check 2: Check that the settings are correctly set according to the document.

If you cannot scan properly using the AUTO SCAN button, specify the document type in MP Navigator EX.

➡ [Scanning Photos and Documents](#)

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Document Is Placed Correctly, but the Scanned Image Is Slanted

Check: In MP Navigator EX, deselect the Correct slanted document checkbox and scan again.

- ➡ [Scan Settings Dialog Box \(Photos/Documents\)](#)
- ➡ [Scan Settings Dialog Box](#)

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[On-screen Manual](#) > [Scanning Guide](#) > [Troubleshooting](#) > [MP Navigator EX Problems](#) > Document Is Placed Correctly, but the Orientation Changes in the Scanned Image

Document Is Placed Correctly, but the Orientation Changes in the Scanned Image

Check: In MP Navigator EX, deselect the Detect the orientation of text documents and rotate images checkbox and scan again.

- ➔ [Scan Settings Dialog Box \(Photos/Documents\)](#)
- ➔ [Scan Settings Dialog Box](#)

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Updating the ScanGear (Scanner Driver)

- ➡ [Obtaining the Latest ScanGear \(Scanner Driver\)](#)
- ➡ [Uninstalling the ScanGear \(Scanner Driver\)](#)
- ➡ [Before Installing the ScanGear \(Scanner Driver\)](#)
- ➡ [Installing the ScanGear \(Scanner Driver\)](#)

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Obtaining the Latest ScanGear (Scanner Driver)

Upgrading your current ScanGear (scanner driver) to the latest ScanGear may solve some problems you have experienced.

Checking the Version of ScanGear

Start ScanGear and click  (Information) to display the version of ScanGear.

Obtaining ScanGear

To obtain ScanGear, access our website and download the ScanGear for your model.

Important

- ScanGear can be downloaded for free. However, Internet connection fees apply.
- When the ScanGear is upgraded, use the latest versions of the MP Navigator EX as well.
- Install the latest ScanGear after deleting the old one. See "[Uninstalling the ScanGear \(Scanner Driver\)](#)" for details.

Related Topic

- ▶ [Before Installing the ScanGear \(Scanner Driver\)](#)
- ▶ [Installing the ScanGear \(Scanner Driver\)](#)

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Uninstalling the ScanGear (Scanner Driver)

You can delete the ScanGear (scanner driver) you no longer use.

When deleting ScanGear, close all running applications and remove the USB cable connecting the machine and computer.

1. Start Scanner Driver Uninstaller.

From the Start menu, select (All) Programs > CanoScan (model name) > Scanner Driver Uninstaller.



Note

- In Windows 7 and Windows Vista, a confirmation or warning dialog box may appear while installing, uninstalling or starting software. Such dialog box appears when administrative rights are required to perform a task. If you are logged on to an administrator account, click Continue or Allow (Yes in Windows 7) to continue. Some applications require administrator account to continue. If you are logged on to a standard account, switch to an administrator account and start over.
-

2. Delete ScanGear.

When the Scanner Driver Uninstaller dialog box opens, click Execute.

When a confirmation appears, click Yes.

3. Complete uninstallation.

When all files are deleted, click Complete.

ScanGear is deleted.

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Before Installing the ScanGear (Scanner Driver)

Check the following points before installing ScanGear (scanner driver). Check these also when you cannot install ScanGear.

Machine Status

- If the machine and computer are connected with a USB cable, disconnect the USB cable from the computer.
- Turn off the machine.

Computer Settings

- Close all running applications.
- In Windows 7 and Windows Vista, log on to an administrator account.
- In Windows XP, log on as the administrator of the computer.
- In Windows 2000, log on as a member of the Administrators group.



Note

- If an older version of ScanGear is already installed, delete (uninstall) it beforehand. See "[Uninstalling the ScanGear \(Scanner Driver\)](#)" for details.
-

Related Topic

- ▶ [Obtaining the Latest ScanGear \(Scanner Driver\)](#)
- ▶ [Installing the ScanGear \(Scanner Driver\)](#)

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Installing the ScanGear (Scanner Driver)

Access our website via the Internet to download the latest ScanGear (scanner driver).

Follow these steps to install the downloaded ScanGear.

1. Turn off the machine.

Important

- If you turn on the computer with the machine turned on, the Windows Plug and Play runs automatically and the Found New Hardware (Windows XP and Windows 2000: Found New Hardware Wizard) screen appears. In that case, click Cancel.

2. Double-click the icon of the downloaded file.

The installation program starts.

Note

- In Windows 7 and Windows Vista, a confirmation or warning dialog box may appear while installing, uninstalling or starting software. Such dialog box appears when administrative rights are required to perform a task. If you are logged on to an administrator account, click Continue or Allow (Yes in Windows 7) to continue. Some applications require administrator account to continue. If you are logged on to a standard account, switch to an administrator account and start over.

3. In the Welcome screen, click Next.

4. Read and understand the License Agreement, then click Yes.

ScanGear installation starts.

5. When the Installation complete screen appears, click Complete.

A message prompting you to restart the computer may appear depending on your environment. Restart the computer to complete the installation properly.

6. Connect the machine and computer with the supplied USB cable, then turn on the machine.

The computer recognizes the machine.

ScanGear is installed.

Important

- ScanGear can be downloaded for free. However, Internet connection fees apply.

Related Topic

- ▶ [Obtaining the Latest ScanGear \(Scanner Driver\)](#)
- ▶ [Uninstalling the ScanGear \(Scanner Driver\)](#)
- ▶ [Before Installing the ScanGear \(Scanner Driver\)](#)

On-screen Manual

[On-screen Manual](#) > [Scanning Guide](#) > [Bundled Applications](#)

Bundled Applications

➔ [ArcSoft PhotoStudio](#)

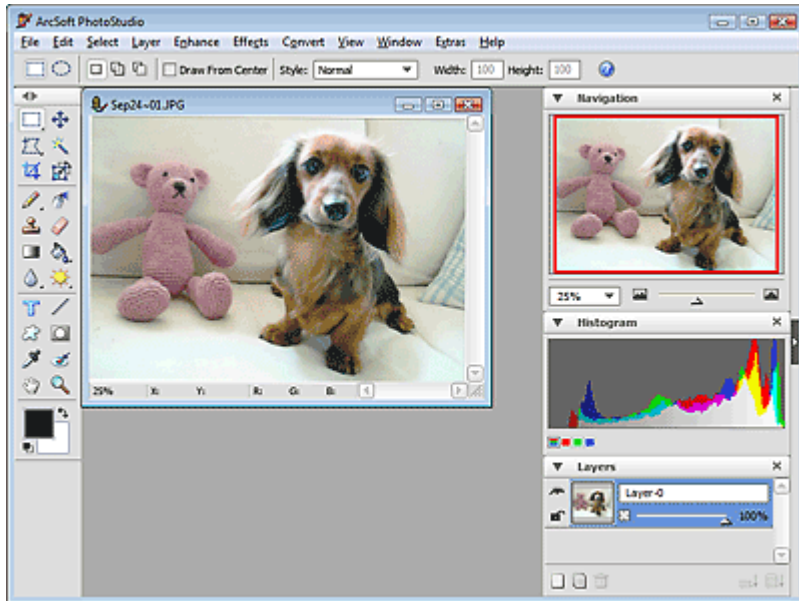
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On-screen Manual

On-screen Manual > Scanning Guide > Bundled Applications > ArcSoft PhotoStudio

ArcSoft PhotoStudio

You can correct/enhance images imported from scanners and digital cameras.



For details, refer to the ArcSoft PhotoStudio manual.

You can access the ArcSoft website from Extras menu and obtain the manual.

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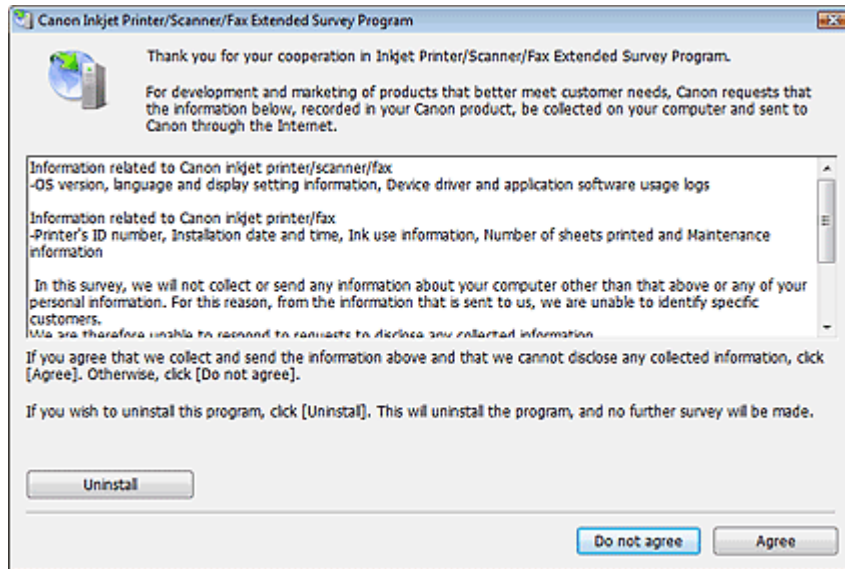
On-screen Manual

On-screen Manual > Scanning Guide > About Inkjet Printer/Scanner/Fax Extended Survey Program

About Inkjet Printer/Scanner/Fax Extended Survey Program

If you installed the Inkjet Printer/Scanner/Fax Extended Survey Program when installing software from the *Setup CD-ROM*, a confirmation screen for sending the machine usage status opens after three months, after six months, and then semiannually for four years.

Read the descriptions in the displayed screen and select one of the options below.



• If you agree

Click Agree and follow the on-screen instructions. Information will be sent via the Internet. Once the operation is completed, from the next time, information will be sent automatically without displaying the confirmation screen.

Note

- An Internet security warning screen may appear when sending information. In that case, make sure that the program name is "IJPLMUI.exe" and allow to continue.
- Deselect the Send automatically from the next time checkbox to open a confirmation screen before sending the usage status from the next time too. See "[Changing the confirmation screen display setting](#)" to set to send information automatically.

• If you do not agree

Click Do not agree. The confirmation screen closes. The usage status will not be sent this time. After three months, the confirmation screen for sending the usage status opens again.

• To uninstall the Inkjet Printer/Scanner/Fax Extended Survey Program

To uninstall the Inkjet Printer/Scanner/Fax Extended Survey Program, click Uninstall and follow the on-screen instructions.

• Changing the confirmation screen display setting

1. From the Start menu, navigate as follows:

- **Windows 7/Windows Vista:**
From the Start menu, select Control Panel > Uninstall a program.
- **Windows XP:**
From the Start menu, select Control Panel > Add or Remove Programs.
- **Windows 2000:**
From the Start menu, select Settings > Control Panel > Add/Remove Programs.

Note

-
- In Windows 7 and Windows Vista, a confirmation or warning dialog box may appear while installing, uninstalling or starting software. Such dialog box appears when administrative rights are required to perform a task. If you are logged on to an administrator account, click Continue or Allow (Yes in Windows 7) to continue.
-

2. Select Canon Inkjet Printer/Scanner/Fax Extended Survey Program.

3. Select Change.

Follow the on-screen instructions and select Yes to open a confirmation screen before sending the usage status from the next time.

Select No to send the usage status automatically.

Note

-
- Select Uninstall (Windows XP and Windows 2000: Delete) to delete the Inkjet Printer/Scanner/Fax Extended Survey Program. Follow the on-screen instructions to complete.
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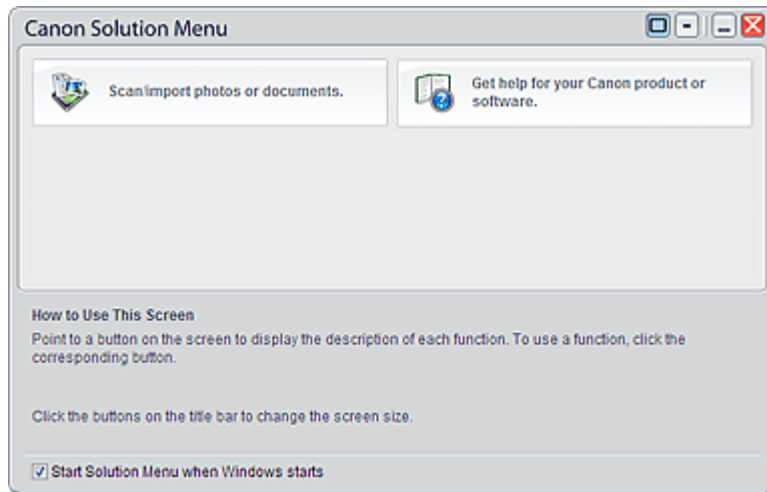
On-screen Manual

On-screen Manual > About Solution Menu

About Solution Menu

Quick Shortcut!! Solution Menu


Solution Menu is a menu window that provides quick access from your desktop to Canon applications, manuals, and online product information.



Important

- The number and types of buttons displayed in the window may vary depending on your product and region.

Starting Solution Menu

 Click Here: [Solution Menu](#)

To start from desktop, see below.

Double-click the Canon Solution Menu icon on the desktop. Alternatively, from the Start menu, select (All) Programs > Canon Utilities > Solution Menu > Solution Menu.



From the next time, Solution Menu starts when Windows starts.

If the Start Solution Menu when Windows starts checkbox at the bottom left of the window is not selected, Solution Menu does not start when Windows starts.

Note

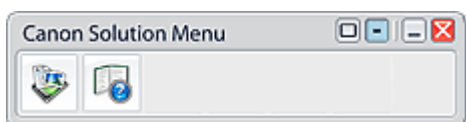
- Solution Menu will start automatically when you install it using the *Setup CD-ROM* that accompanies the machine.

Changing the Window Size

Click  (window size: large) or  (window size: small) on the title bar to change the window size (large or small).

Solution Menu opens with the last used window size next time it is started.

- When window size is small




Starting an Application

1. Point to a button on the window to display the description of each application.
2. By clicking each button, the introduced application starts.
Follow the same steps to view the manuals or online product information.

Important

- Internet connection is required to access the online information. Internet connection fees apply.

Exiting Solution Menu

Click  (Close) on the title bar.

Restriction on Use of Solution Menu

This software is subject to the following restriction. Keep this point in mind when using it.

- All icons of the installed applications that support Solution Menu are displayed in the window. After the installation, you cannot rearrange the icons or delete only the icons.

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