Visioneer®
Strobe XP 450 Scanner
User's Guide

visioneer

for Windows

Visioneer
Strobe XP 450 Scanner
User's Guide

FOR WINDOWS

visioneer

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- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This equipment has been certified to comply with the limits for a class B computing device, pursuant to FCC Rules. In order to maintain compliance with FCC regulations, shielded cables must be used with this equipment. Operation with non-approved equipment or unshielded cables is likely to result in interference to radio and TV reception. The user is cautioned that changes and modifications made to the equipment without the approval of manufacturer could void the user's authority to operate this equipment.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

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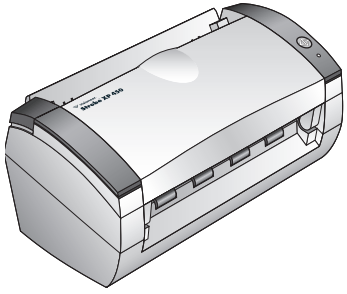
WELCOME

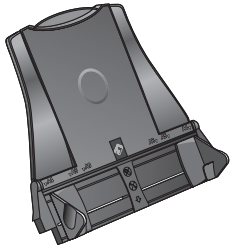
Congratulations on purchasing your Visioneer Strobe XP 450 scanner. With your scanner you can quickly scan stacks of color or black-and-white documents and place their images on your computer.

WHAT'S IN THE BOX

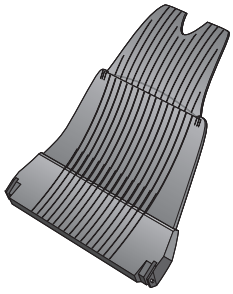
Before proceeding, check the contents of the box. If items are missing or damaged, contact the dealer where you purchased the scanner.



Visioneer Strobe XP 450 Scanner

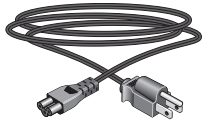


Input Tray

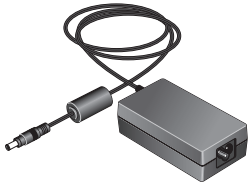


Output Tray

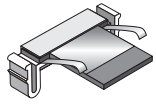
USB Cable



Power Cord

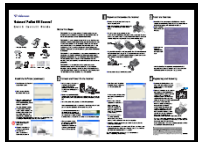


Power Supply



Replacement ADF Pad

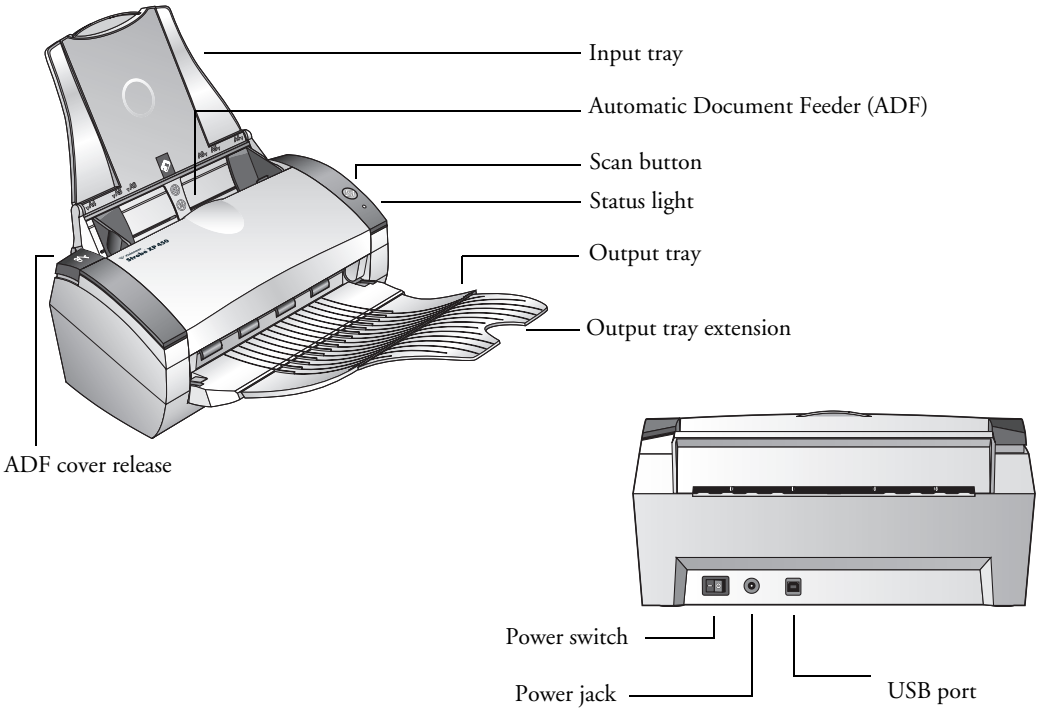
Installation CD



Quick Install Guide

Technical Support Card

THE VISIONEER STROBE XP 450 SCANNER



Input tray—Holds documents in place. The Paper Guides on the input tray adjusts to fit the document size.

Automatic Document Feeder (ADF)—Insert documents to be scanned, face down.

Scan button—Press to start scanning the documents in the Automatic Document Feeder.

Status light—Shows the scanner's status. A rapidly flashing green light indicates the scanner is preparing to scan. A steady green light indicates the scanner is available to scan. Refer to the Troubleshooting section for additional details.

Output tray—Holds documents after scanning through the ADF.

Output tray extension—Unfold when scanning legal-sized documents.

ADF cover release—Opens the cover on the Automatic Document Feeder.

Universal Serial Bus (USB) port—Connects the scanner to the computer.

Power jack—Connects the power cord to the scanner.

Power switch—Turns the scanner's power on and off.

WHAT YOU NEED

An IBM-compatible Pentium PC, or AMD equivalent with:

- A CD-ROM drive
- An available Universal Serial Bus (USB) port
- Microsoft® Windows® operating system: 2000 (Service Pack 4) or XP (Service Pack 1 and 2)
- A minimum of 512 MB (megabytes) of internal memory (RAM)
- 200 MB minimum of free hard disk space

A VGA or SVGA Monitor

The recommended settings for your monitor are:

- High Color (16-bit) or True Color (24-bit or 32-bit)
- Resolution set to at least 800 x 600 pixels

To set your monitor's colors and resolution:

- Open the Windows Control Panel
- Double-click on **Display** then select the **Settings** tab

DOCUMENTATION

Your scanner is delivered with the following documentation:

- Quick Install Guide—Abbreviated installation instructions.
- Visioneer Strobe XP 450 Scanner User's Guide—On the Installation CD; contains detailed installation, scanning, configuration, and maintenance information.
- PaperPort User's Guide—On the Installation CD; contains detailed feature and configuration information for the PaperPort software.
- Online Help—For the scanner configuration, TWAIN and WIA interfaces, and PaperPort software application.

Installation

Installation is a quick, four-step process:

1. Assemble the scanner
2. Install the software
3. Connect and power on the scanner
4. Connect the USB cable to your computer

BEFORE YOU BEGIN

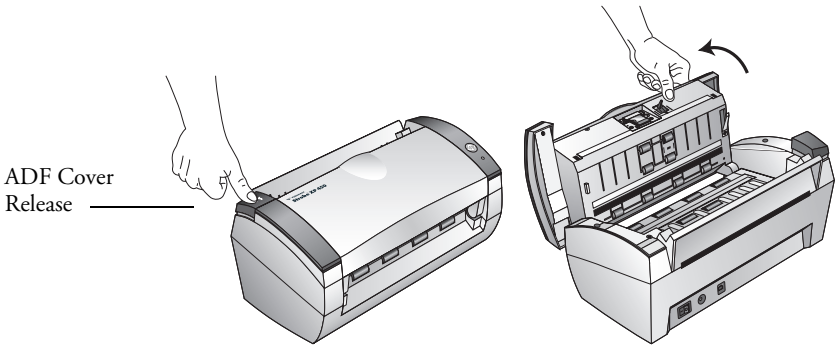
Please make sure of the following before you begin installation:

- **The information in this guide may cover software not provided with the scanner you purchased. Disregard any information about the software not applicable to your chosen product. Please visit our web site at www.visioneer.com for the latest software updates for your Visioneer Strobe XP 450 scanner.**
- **If your computer has AntiVirus or AntiSpyware software running, you may see messages during installation asking you to allow the installation to proceed. Although the messages will differ based on the software your computer is running, in each case you should allow the installation to proceed. Alternatively, you can turn off the AntiVirus or AntiSpyware software before installing your scanner, but if you do, make sure to turn it back on again when installation is finished.**
- **If you already have a scanner connected to your computer, you need to remove its driver programs first before beginning the installation of your Visioneer Strobe XP 450 scanner. Please see "How to Uninstall Your Scanner" on page 119 for basic instructions, or see the User's Guide that you received with your other scanner for specific instructions.**

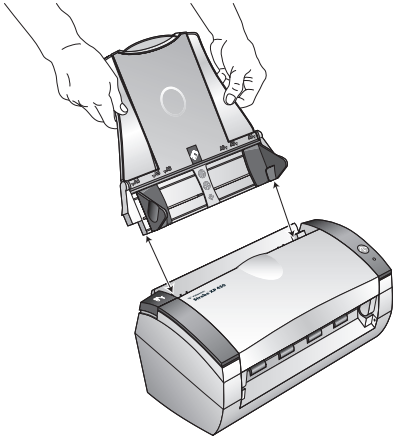
STEP 1: ASSEMBLE THE SCANNER

To assemble the scanner:

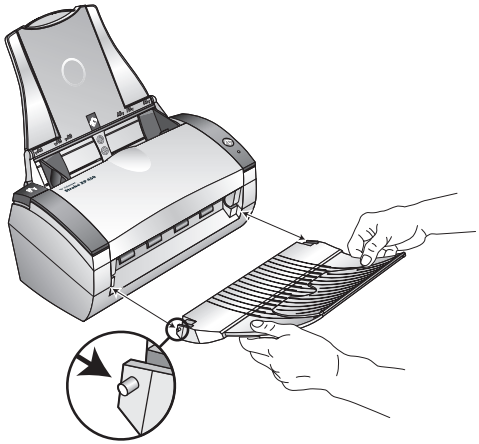
1. Remove all shipping tape from the top and bottom of the scanner.
2. Carefully remove the protective foam from the ADF cover release, then press the release button to open the Automatic Document Feeder cover.



3. Carefully remove any foam particles that may have gotten inside the document feeder, and close the cover.
4. Align the slots on the input tray with the ridges on the scanner and slide the tray down until it snaps into place.



5. Insert the pins on each side of the output tray into the holes on the scanner.



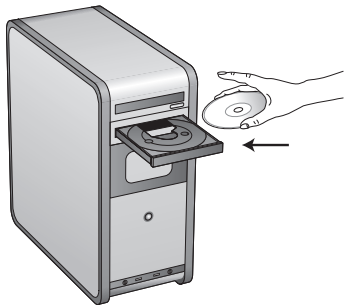
6. Proceed to "Step 2: Install the Software."

STEP 2: INSTALL THE SOFTWARE

Note: You must install the software *before* connecting the scanner to your computer. Otherwise, the correct driver software for your scanner will not be installed and it may not work properly.

To install the software:

1. Start Microsoft Windows and make sure no other applications are running.
2. Insert the **Installation CD** into your computer's CD-ROM drive.



The Installation menu automatically opens.

Note: If the CD does not start, check the following:

- Make sure the CD drive's door is completely shut.
- Make sure the CD was inserted in the drive in the proper direction (label side up).

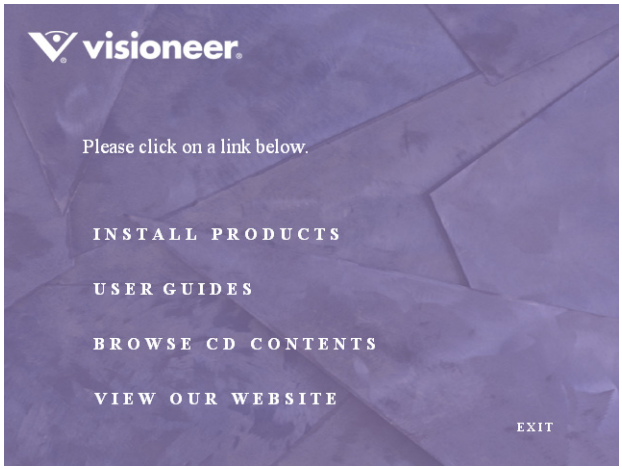
To launch the CD manually:

- Open the Windows option for My Computer. You can do this by double-clicking on the **My Computer** icon on your desktop.
- Double-click the icon for your CD-ROM drive.
- The Installation menu for the CD should now open.

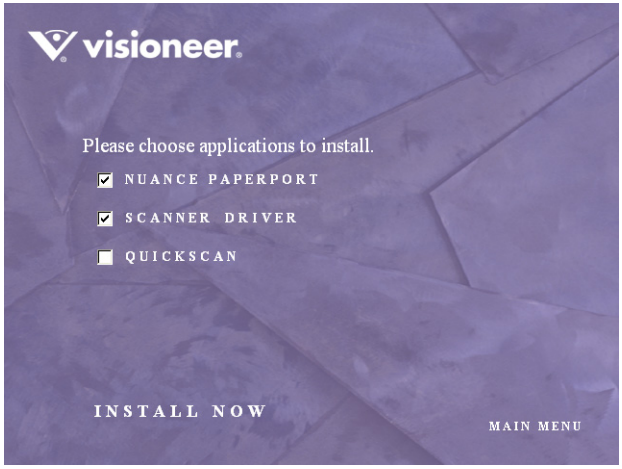
If the menu does not open:

- From the list of files on the CD, double-click the file named START32.EXE.

3. On the Installation menu, select **Install Products**.



4. Make sure the boxes for **Nuance PaperPort®** and **Scanner Driver** are checked.



Note: The software provided with your scanner may differ slightly from the list shown in the window.

---

5. Click **Install Now**.

6. The Select Language window opens. Click the drop-down menu arrow and select the language you want to use. Click **OK**.

   The first PaperPort Installation window opens.

7. On the PaperPort Welcome window, click **Next**.

   Installing PaperPort will uninstall any existing version of PaperPort and will install the newer version while retaining all of your previous PaperPort files.

8. Read the PaperPort license agreement and select **I accept the terms in this agreement**, then click on **Next**. If you choose not to accept the license agreement, the installation will terminate and the PaperPort software will not be installed.

9. On the Customer Information window, accept the current values or enter new information, then click **Next**.

10. On the Setup Type window, keep the default Setup Type and click **Next**.

11. Click **Install** to begin the installation.

    Reminder: If your computer is running an AntiVirus or AntiSpyware application, you may see messages asking you to allow installation. Select the option to allow installation to proceed with the install.

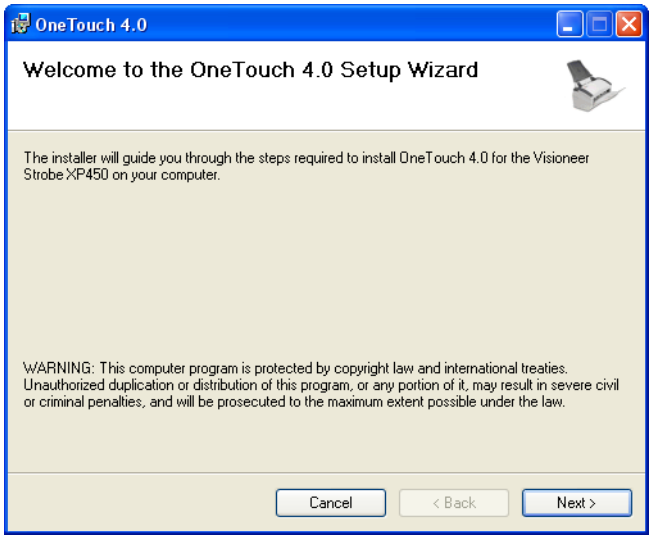
12. On the Product Registration window, do one of the following:

    - Select **Register online**, click **OK**, then follow the registration instructions.
    - Select **Print registration form**, click **OK**, then follow the instructions to complete and print the registration form.
    - Select **Remind me in 7 days** and click **OK**.

13. At the InstallShield Wizard Completed window, click **Finish**.

    If a message window opens instructing you to restart your computer, click **Restart.**

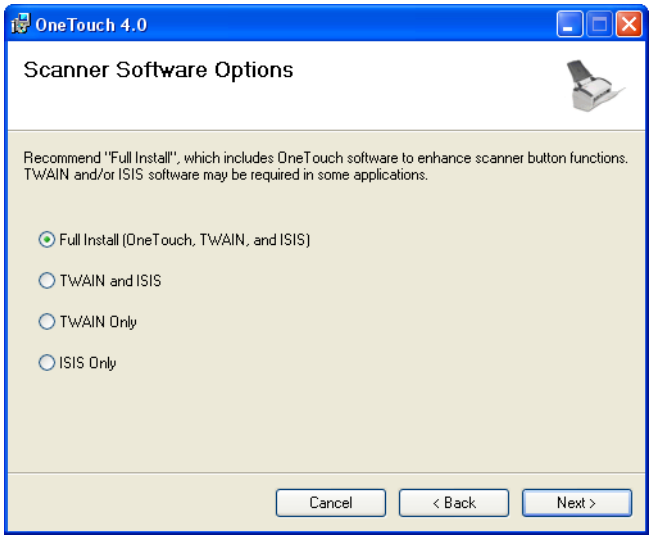
The Welcome to the OneTouch 4.0 Setup Wizard opens.



14. Click **Next**.
15. On the Visioneer License Agreement window, read the license agreement. If you accept the terms, select **I Agree**.

    If you choose not to accept the license agreement, the installation will terminate and the scanner driver will not be installed.
16. Click **Next**.

    The next window lists the choices of the drivers that you can install for your scanner.



17. Select the option you want.

Note: If your computer is running Windows XP, Microsoft's Windows Image Acquisition (WIA) interface for scanning is always available, regardless of your selection on this window.

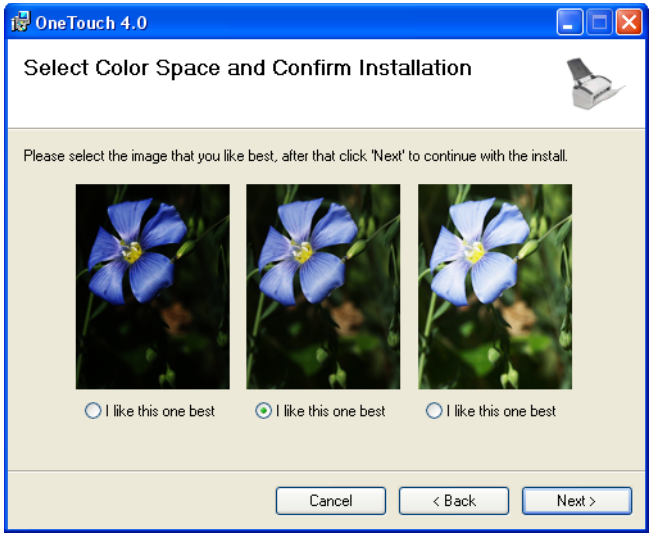
- **Full Install (OneTouch, TWAIN, and ISIS)**—This is the **recommended** installation. It installs the OneTouch 4.0 software which provides the necessary driver software for the scanner. It also installs scanning interfaces for TWAIN and the ISIS driver. Installing this option means that you can use several different methods to scan, as explained in this User Guide.
- **TWAIN and ISIS**—The TWAIN and ISIS drivers are installed. The OneTouch 4.0 Monitor will not run and you cannot use the OneTouch features. You can use the Visioneer TWAIN driver to scan from TWAIN applications. You can also scan from applications that use the ISIS driver. You will not be able to use the Scan button on the scanner.

- **TWAIN only**—The TWAIN driver is installed without the OneTouch 4.0 software or the ISIS driver. You can use the Visioneer TWAIN driver to scan from TWAIN applications. You will not be able to use the Scan button on the scanner.
- **ISIS only**—The ISIS driver is installed. You can use applications that use the ISIS driver, such as QuickScan. You will not be able to use the Scan button on the scanner. You will not be able to use the Visioneer TWAIN driver.

Note: If you decide to change the scanner's installed drivers later on, you must first uninstall the drivers the scanner is currently using. See the instructions on page 120.

18. Click **Next**.

    During installation you will see this window asking you to select an image for your Color Space setting.

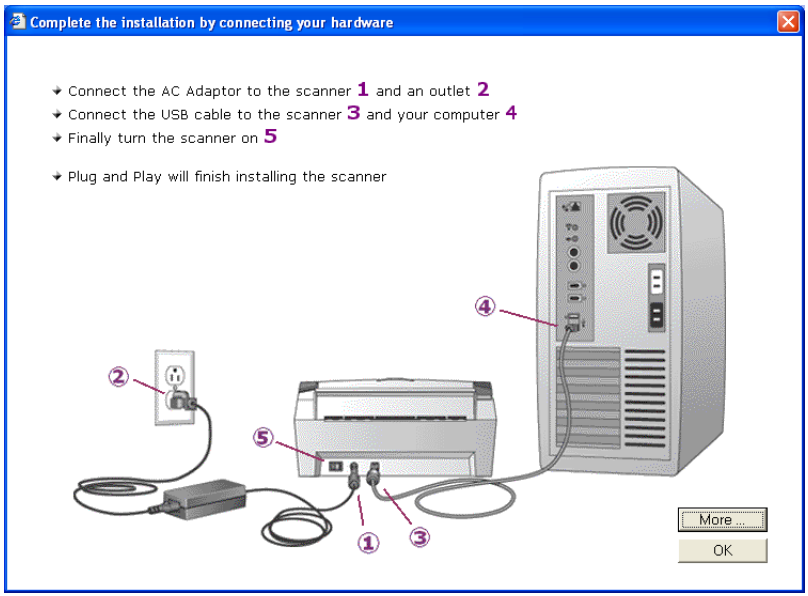


    The Color Space setting sets the gamma value for the scanner so scanned items look good on your monitor. Gamma controls the brightness of the midtones of colors. That setting can be changed later on as you're scanning.

19. Select the option that looks best to you and click **Next**.

    The driver installation will now begin.

20. **STOP** when you see the "Complete the installation by connecting your hardware" window. Do **NOT** click on **OK** yet. Leave the window open and proceed to "Step 3: Connect the Power Supply" on page 14.



Reminder: If your computer is running AntiVirus or AntiSpyware software, you may see messages asking you to allow installation. Select the option to allow installation to proceed.

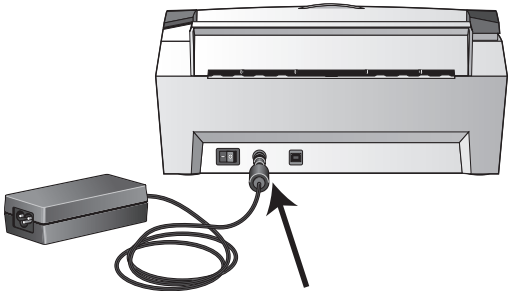
Note: If you want to see more information about your scanner and a quick explanation of how to use the OneTouch features, click the **More** button on the window. When you're finished, return to the window above to continue with the installation process.

STEP 3: CONNECT THE POWER SUPPLY

Connect the power supply and power cord, and plug the power supply into an electrical outlet.

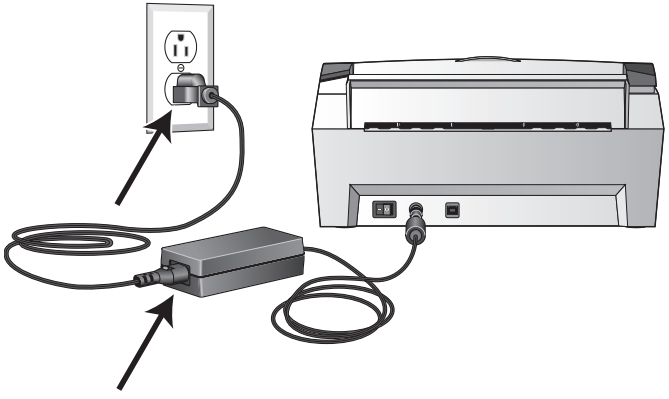
To connect your Visioneer Strobe XP 450 scanner:

1. Plug the power supply into the power port on the scanner.



Note: Only use the power supply (HEG42-240200-7L made by HiTron) included with your scanner. Connecting any other type of power supply may damage your scanner, and will void its warranty.

2. Plug the power cord into the power supply and into a wall outlet.



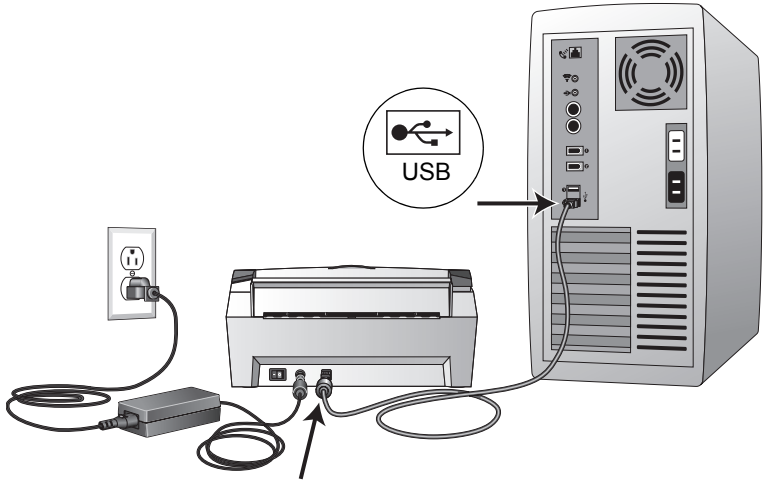
Now proceed to the next section, "Step 4: Connect the USB Cable and Turn on the Power."

STEP 4: CONNECT THE USB CABLE AND TURN ON THE POWER

The Visioneer Strobe XP 450 scanner connects to any available USB port. Check your computer's manual for USB port locations.

Note: You can connect the scanner to your computer while the computer is running. You do not have to shut down your computer.

1. Remove any protective tape from the USB cable.
2. Plug the USB cable into the USB port on the scanner and then into a USB port on the computer. Connection to a USB 2.0 High Speed port provides optimum performance, however your scanner will also connect to a USB 1.1 port.



The USB symbol identifies the location of the USB port on your computer. If the plug does not attach easily, make sure that you are plugging it in correctly. Do not force the plug into the connection.

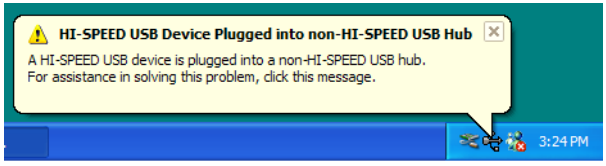
You can also connect the scanner to a USB port on the computer's keyboard if it has one, or to a USB hub. If you use a USB hub, it must have its own power supply already plugged into an electrical outlet.

Note: If you have not installed the scanner driver, unplug the USB cable from the computer and install the software now. When the driver installation is complete, a message tells you when to connect the scanner.

3. Turn on the power switch, located on the back of the scanner to the left of the power port.

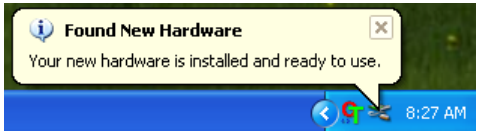
   The status light comes on and flashes indicating that the scanner is receiving power.

   If you are using Windows XP Service Pack 2, and have plugged the USB cable into a USB 1.1 port, an information bubble may open explaining that "A HI-SPEED USB device is plugged into a non-HI-SPEED USB hub". Plug the USB cable into a USB 2.0 port (if available) or just disregard the message. If you leave it plugged into the USB 1.1 port, your scanner may scan a bit slower than the 20 pages per minute available with a USB 2.0 port.

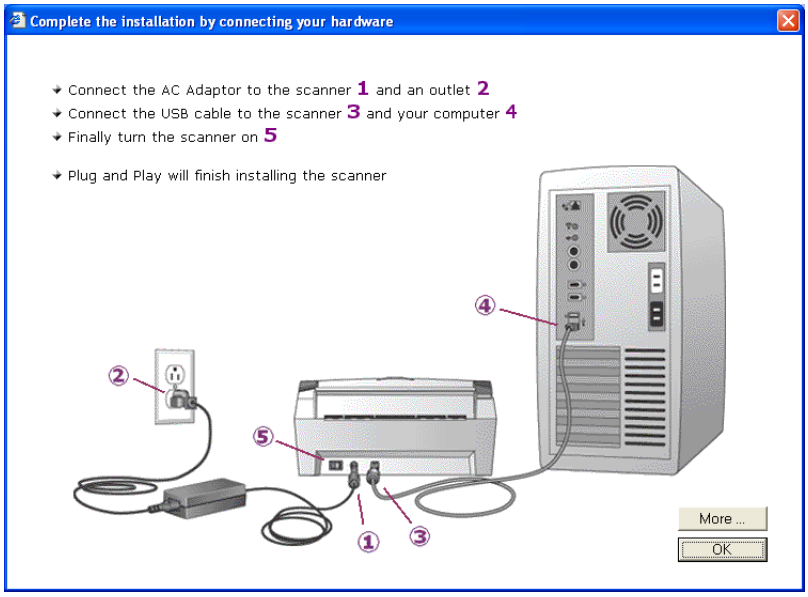


   Your computer then recognizes that a scanner has been plugged into the USB port and automatically loads the appropriate software to run the scanner.

   Do not proceed until you receive a message that your computer has found the new hardware, or updated the driver database. If your computer is running Windows XP, you will see the following message.



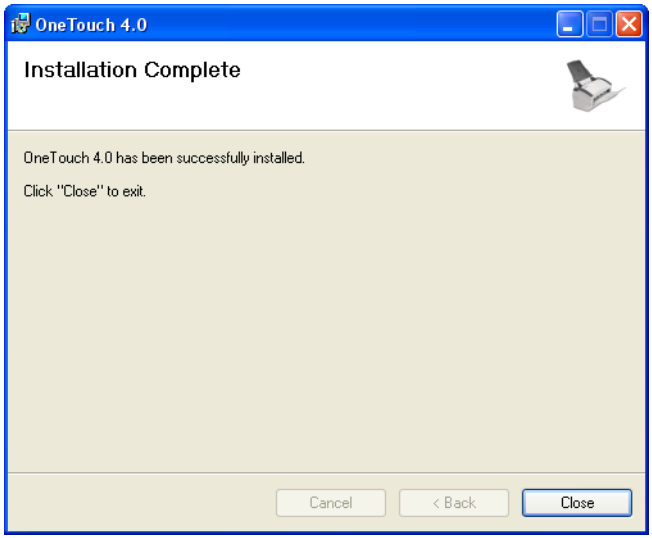
4. When you're certain that the software has completely loaded, return to the "Complete the installation by connecting your hardware" window.



5. Click **OK**.

   The scanner's status light is green when the scanner and computer are communicating properly.

6. Click **Close** on the Installation Complete window to close and exit the software installer.



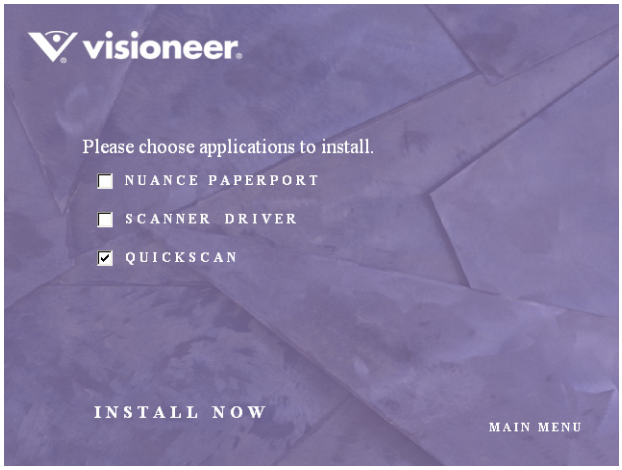
You can now install free, additional software that you received with your scanner.

ADDITIONAL APPLICATIONS FOR YOUR SCANNER

Your scanner includes free, additional applications on the installation CD.

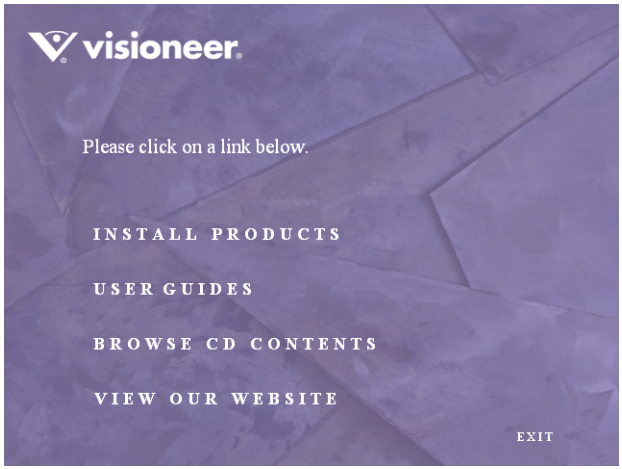
To install the additional applications:

1. Return to the Installation window and select the additional application(s) you want to install on your computer.

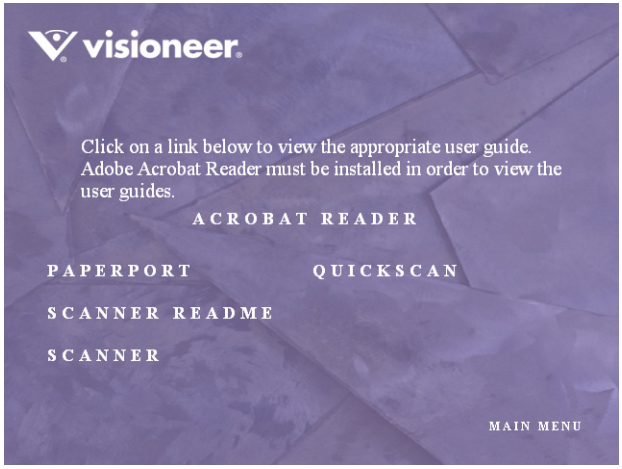


2. Click **Install Now.**
3. When installation is finished, return to the Installation window and click **Main Menu**.

4. On the Main Menu, click **User Guides**.



The Visioneer User Guides window opens. Use this window to view and save the User Guides you want.



The User Guides are in Adobe® Acrobat® PDF format. The CD also includes a free copy of Acrobat® Reader® in case your computer does not have it already installed. The Scanner Readme file is in HTML format and will open in any standard browser.

If you need to, click **Acrobat Reader** to install it now. Follow the instructions on the installation windows.

If your computer already has Adobe Acrobat Reader installed, please do not select it unless the version provided on the installation CD is a newer version than the one currently installed on your computer.

To view and save the User Guides:

1. Click the name of a User Guide you want to view and it will open in Acrobat Reader. Use the Acrobat Reader **Save** command to save that User Guide on your computer.
2. Return to the Visioneer User Guides window and repeat the process to open, view, and save all the other User Guides you want. **The Scanner Readme file has late-breaking news about your scanner.**
3. When you're finished, click **Main Menu** to return to the main Visioneer Installation window and click **Exit**.
4. Remove the CD and it in a safe place.

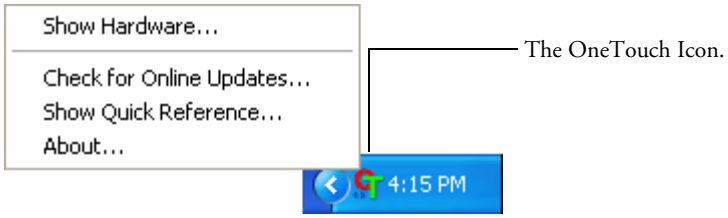
That's it! Installation is finished and your Visioneer scanner is ready to scan.

REGISTER YOUR SCANNER AND CHECK FOR UPDATES

Registering your scanner is important as it provides you with access to our free telephone support service. Registration also gives you free access to software updates for your scanner.

To register your scanner:

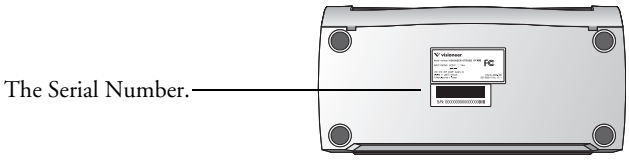
1. Right-click on the OneTouch icon in the Windows Notification Area (at the bottom right corner of the screen).
2. Choose **Check for Online Updates** from the pop-up menu.



3. Follow the instructions on the screen and register your scanner by entering your scanner's serial number and your email address.

Note: A valid email address is required.

The serial number is located on the underside of the scanner.



After registration is complete you will receive an email message with your RegID.

Your RegID is important as you will need it when accessing free telephone support, or checking for online updates.

4. After receiving your RegID, write it down on a piece of paper and keep it with your scanner so you will be able to find it easily.

Scanning

If you selected the recommended Full Install choice for your scanner's driver (see page 11), you can use several different methods to scan with your scanner. Each method scans equally well, so use the one with appropriate options for the item you are scanning.

- **Scan Button**—When you press the Scan button, documents are scanned using the current scan settings. The scanned images are then sent to a software application (known as the Destination Application) or to a storage folder on your computer. See "Load and Scan Documents" on page 24.
- **OneTouch**—Use this option to scan from the computer screen. Open the OneTouch scan panel, put the document in the scanner, then click the icon on the OneTouch panel. See "Scan from the OneTouch Panel" on page 28.
- **TWAIN Interface**—This option uses your scanner's TWAIN interface to scan. Select the TWAIN scan settings, put the document in the scanner, then click a button on the TWAIN interface window. The PaperPort software that you installed for your scanner uses the TWAIN interface for scanning, but many other programs use it too so you can scan from them, as well as from PaperPort. See "Scanning with the TWAIN Interface from PaperPort" on page 87.
- **Windows Image Acquisition (WIA)**—This option uses the Microsoft Windows set of choices for scanning. Select the WIA scan settings, put the document in the scanner, then click a button on the WIA window. Scanning with WIA is only available if your computer is running Windows XP. See "Scanning with the WIA Interface" on page 102.
- **ISIS Interface**—This option uses ISIS driver to scan. Select the ISIS scan settings, put the document in the scanner, then use your ISIS application to scan using the ISIS Interface. See "Scanning with the ISIS Interface" on page 107.

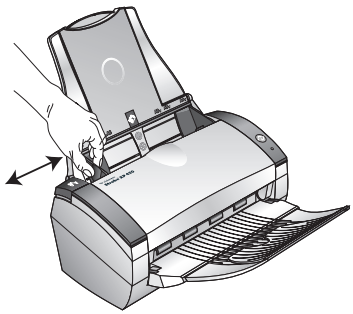
LOAD AND SCAN DOCUMENTS

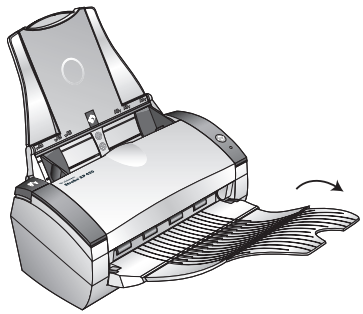
When you press the Scan button, documents are scanned using the current scan settings. The scanned images are then sent to a software application (known as the Destination Application) or to a storage folder on your computer.

Note: Always remove any staples or paper clips from documents before inserting them into the scanner. Staples and paper clips can jam the feed mechanism and scratch the internal components. Do not scan any document with labels, stickers or Post-It™ notes on the pages. If a label, sticker or Post-It note comes off during the scanning process, the item can get stuck in the scanner. Misuse as described here will void your scanner's warranty.

1. Adjust the paper guide for the width of paper.

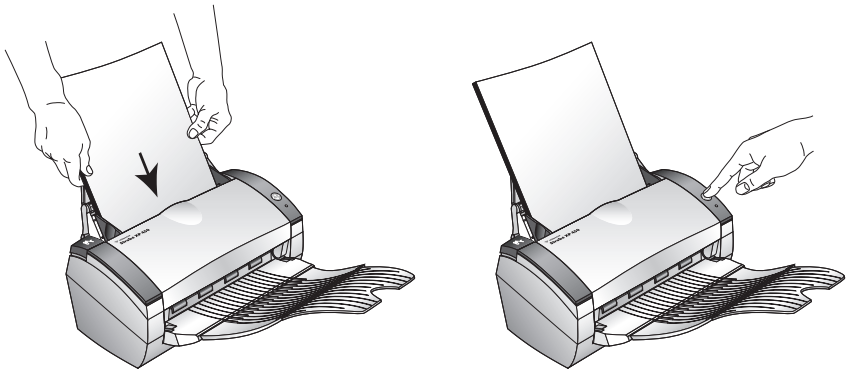
   If you are scanning legal-size documents, make sure the output tray is fully extended.



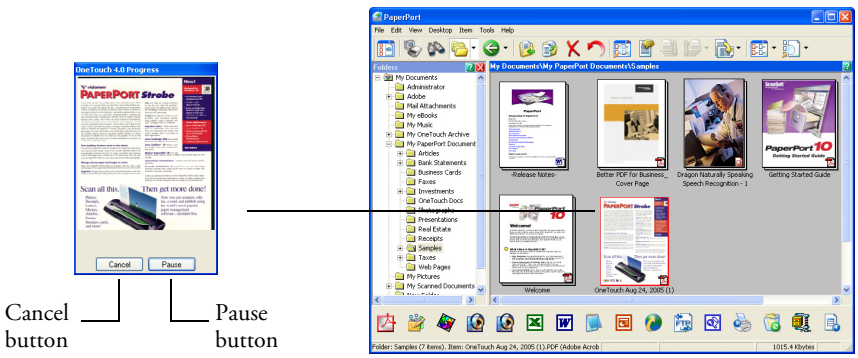


Open the output tray for legal-sized documents.

2. Load the documents *face down* with their tops into the automatic document feeder, then press the Scan button.



A scan progress window opens and the image is sent to the selected application from the OneTouch utility. In this example, the Destination Application is the PaperPort desktop.

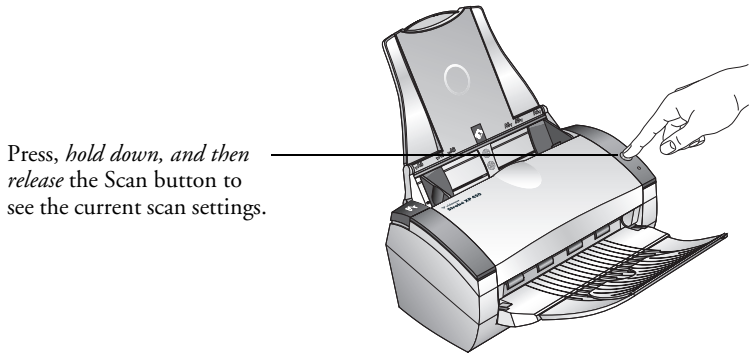


To Cancel scanning, click the **Cancel** button.

To pause the scanning, click the **Pause** button. It will change to a **Continue** button. Put the page back into the scanner and click **Continue** to resume scanning.

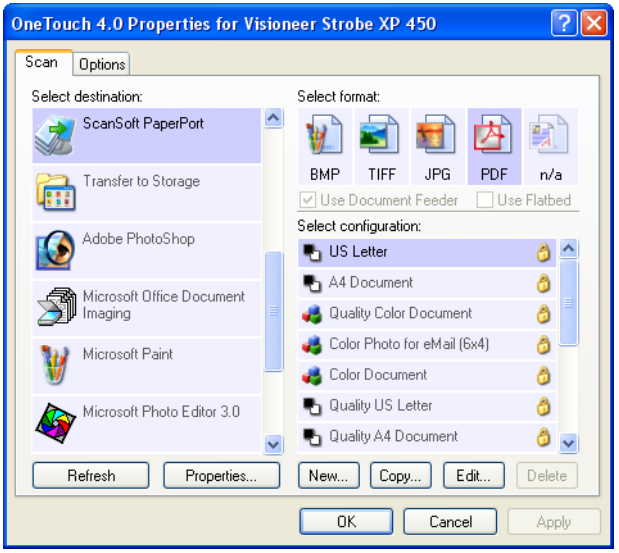
CHECK THE SCAN SETTINGS BEFORE SCANNING

1. To check the scan settings before scanning, *press, hold down, and then release,* the Scan button.



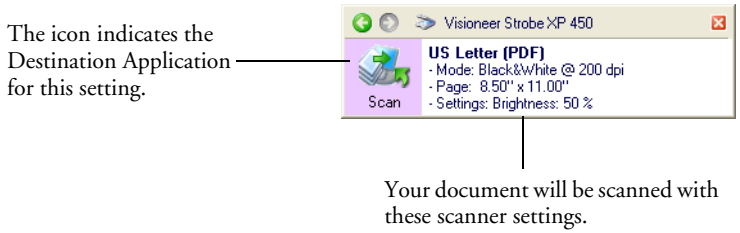
The OneTouch Properties window opens for you to view and change the configuration settings of the Scan button.

Note: The configurations shown on this example of the OneTouch Properties window are for illustration purposes only. The configurations you see on your OneTouch Properties window may be different.



This sample shows that the Scan button is currently set to scan in black and white using the **US Letter** configuration, save the scanned image in the **PDF** format, and send the image to **PaperPort** as the Destination Application.

The OneTouch Panel also opens at the bottom right of your computer screen.



Note that the OneTouch panel also shows the current configuration for the button. When you make changes in the OneTouch Properties window, then click the **Apply** button, the information in the OneTouch panel will update to show the new configuration as well.

2. When you are ready to scan, press the Scan button on the scanner.

   You can also scan by closing the OneTouch Properties window then clicking the icon on the OneTouch panel. See “Scan from the OneTouch Panel” on page 28 for more about the panel.

Note: If the OneTouch Properties window is not open, you can right-click on the icon on the panel in case you want to change the Scan button’s settings. The OneTouch Properties window opens and you can change the settings.

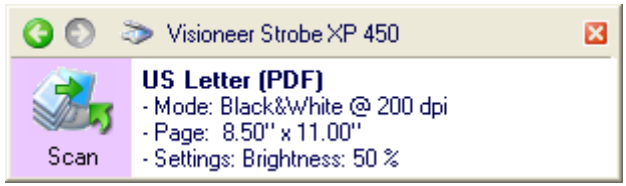
SCAN FROM THE ONETOUCH PANEL

You can scan from the OneTouch Panel on the screen.

1. Adjust the paper guide for the width of paper and load the documents with their tops into the Automatic Document Feeder.

The OneTouch Icon

2. Now click on the OneTouch icon in the Windows Notification Area (at the bottom right corner of the screen).
3. Click the Destination Application icon in the Panel to start scanning. In this sample, it is the PaperPort icon.



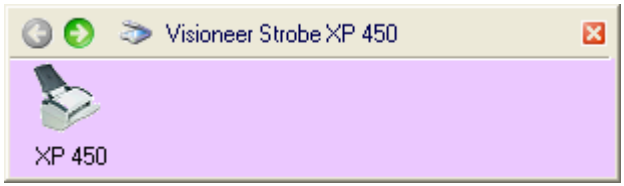
Click the icon to start scanning.

The scanner begins scanning. When the process finishes, the scanned images appear in the Destination Application or are stored in a folder, just as if you scanned with the Scan button.

Note: When scanning from the panel, the OneTouch Properties window cannot be open at the same time. If it is, close it first before scanning.

Notice the green arrows at the top of the panel. Click the arrow pointing to the left to see the scanners connected to your computer. Click the arrow pointing to the right to get back to previous panel.

Click the green arrows to toggle between the panels.



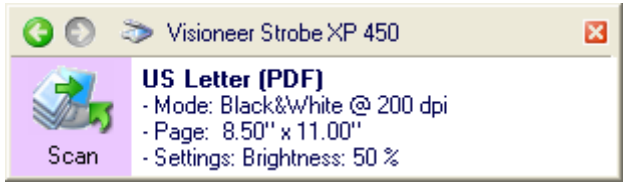
THE ONETOUCH PROPERTIES WINDOW

The OneTouch Properties window lists the available scan settings and is where you select new settings for the Scan button. The OneTouch Properties window also contains special scanning features such as scanning and burning to a CD, scanning and converting text directly into an HTML web page, and scanning with optical character recognition (OCR) that turns a scanned image into text that you can edit.

Note: Some of the options on the OneTouch Properties Window (and other OneTouch windows and dialog boxes) are "grayed out" and are not available. Grayed out options are not appropriate for your Visioneer Strobe XP 450 scanner.

To open the OneTouch Properties window, use either of the following methods:

- Click the OneTouch icon. It is located in the Windows Notification Area at the bottom right corner of the screen. Then, right-click on the Destination Application icon.



Right-click the icon to open the OneTouch Properties window.

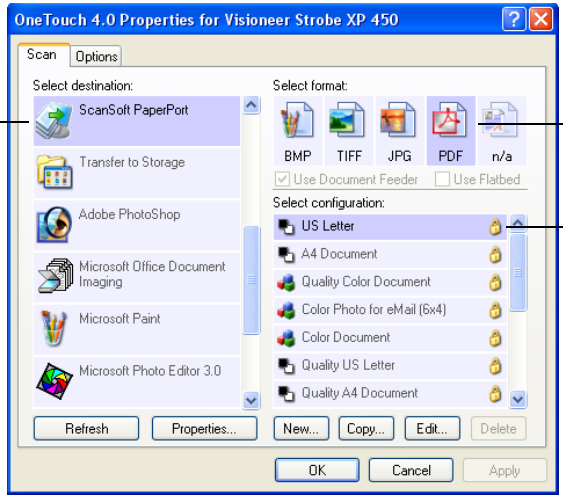
Remember that left-clicking an icon on the OneTouch panel starts the scanner scanning. *Right-clicking* opens the OneTouch Properties window.

- Press and hold down the Scan button on the scanner.

The OneTouch Properties window opens and shows the current options selected for your scanner.

In the following example, the Scan button is set to scan with the configuration named US Letter and to display the scanned image in the Destination Application, PaperPort. The Select format option is set to scan in the PDF image format.

The Destination Application. This is the application that opens when you are finished scanning.



The file format of the images of the scanned item.

The configuration that the scanner uses when scanning.

Note: If you install new applications on your computer and they do not appear in the **Select Destination** list, click the **Refresh** button.

The settings on the Properties window are:

Select Destination—The list of applications that can open to display the scanned image for the Scan button. To configure the list of available applications, click the Options tab at the top of the dialog box and select the desired options. See "Selecting Options for the Scan Button" on page 48 for more information.

Select Configuration—The list of available scan configurations for the Scan button. The configuration's basic settings include: scanning mode, resolution (dpi), page size, brightness (Br), and contrast (Cr). To see the configuration's basic settings, click its icon. Click the icon again to close the detailed information.

Click the icon of a selected configuration to view its settings.

A configuration also includes color saturation, hue, and gamma which you can set on the Scan Configuration Properties dialog box. See "Creating a New Scan Configuration" on page 52.

These icons next to each scan configuration indicate the scanning mode:

Color.

Black and White.

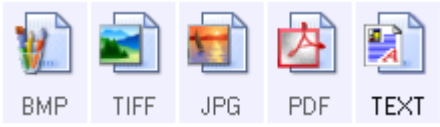
Grayscale.

Configure Before Scan.

Note: Use Configure Before Scan if you want to set the scanning mode manually before scanning. See "Configuring Before Scanning" on page 68.

You can also click the **Edit** button or double-click the configuration to see more detailed information about the selected configuration.

Select Format—A set of file formats for the scanned image for the Scan button. The formats are based on the type of destination application you select. This example shows the formats that apply to the Microsoft Outlook application.



The names indicate their file types. See "Selecting Format Options" on page 44 for more information about the available formats.

Scan tab—Shows the current settings for the Scan button.

Options tab—Displays a window for selecting options related to the selected destination application for the scanned image.

SELECTING NEW SCAN SETTINGS FOR THE SCAN BUTTON

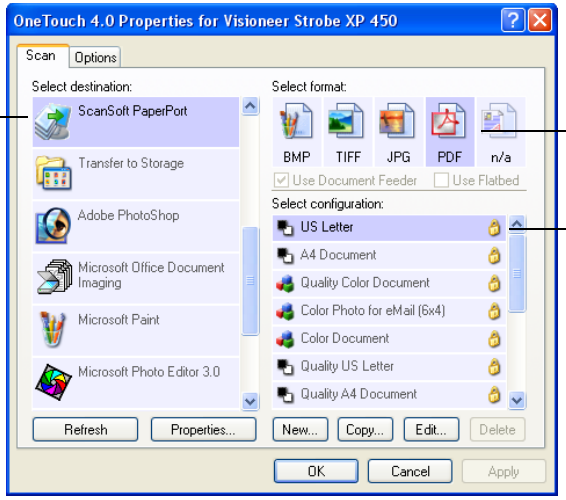
The scan settings for the Scan button consist of a **Destination Application**, a **Scan Configuration**, and a **Document Format**. The OneTouch Properties window is where you select these three elements for the Scan button.

To select new settings:

1. Open the OneTouch Properties window. See "The OneTouch Properties Window" on page 29 for the steps to open the window.

   The OneTouch Properties window shows the current settings, and is where you select new settings.

Select a software application from the list as the Destination Application to send scanned documents.



Select a format for the scanned image.

Select a configuration for scanning the item.

2. From the **Select Destination** list, select the application where you want documents sent when scanning is finished.

   See "Selecting Options for the Scan Button" on page 48 to display a full list of the Destination Applications that you can use with the scanner.

Note: If you select a word processing program such as Microsoft WordPad or Microsoft Word and a page format that can be used for OCR (such as TEXT and RTF), the text in scanned images is automatically converted to word processing text.

3. From the **Select Configuration** list, select a scan configuration.

To scan in color, select one of the configurations indicated by the small color icon, such as the Color Document configuration.

4. Select a **Format** option.

   The available options apply to the Destination Application you select. For example, if you select Microsoft Word as the Destination Application, the available formats are for text, such as .txt and .rtf. However, if you select Microsoft Paint as the Destination Application, then the available formats are for graphics, such as .bmp, and .jpg.

5. Click **OK**, or if you want to keep the window open and work with other features, click **Apply**.

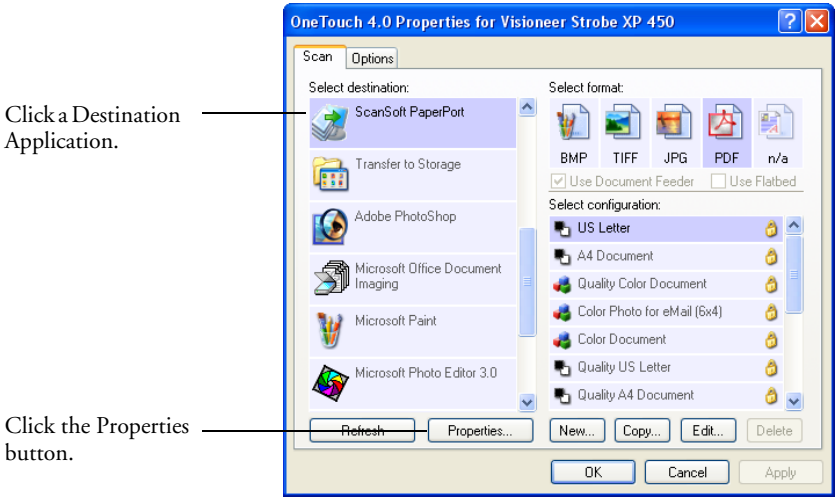
   Note that while the OneTouch Properties window is open, you cannot scan yet by clicking the icon on the OneTouch Panel. You must click **OK** or close the OneTouch Properties window first. However, you can scan at any time by pressing the Scan button on the scanner.

   When you are finished selecting new settings and you scan a document, it is scanned using the newly configured settings.

SETTING DESTINATION APPLICATION PROPERTIES

The different types of Destination Applications have various properties that you can select.

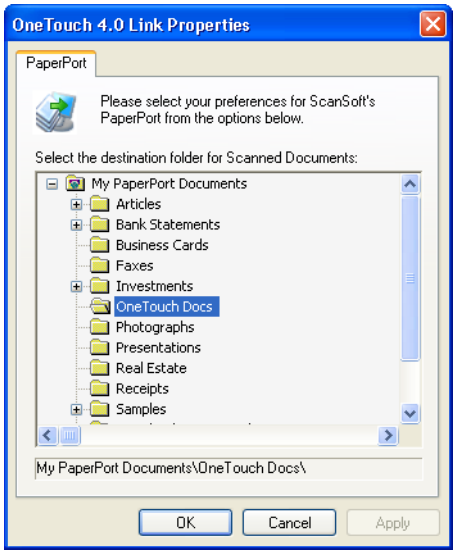
1. On the OneTouch Properties window, click a Destination Application.
2. Click the **Properties** button.



A OneTouch 4.0 Link Properties dialog box opens for the type of Destination Application you selected, and the available options are for that type of application.

PaperPort Properties

These properties apply to PaperPort, and are for designating the folder to receive your scanned items.

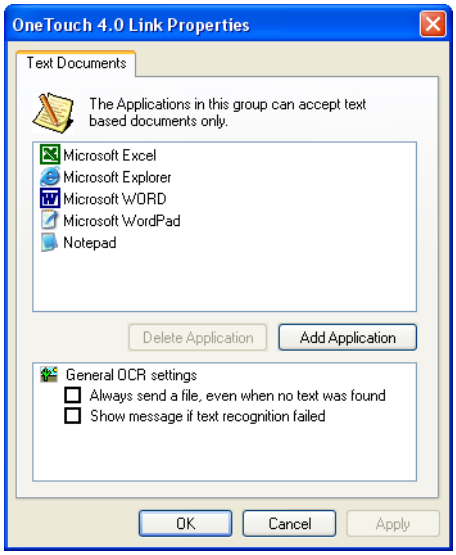


1. Select the PaperPort folder where you want the file of the scanned image to be located.
2. Click **OK**.
3. Click **OK** or **Apply** on the OneTouch Properties window.

   When PaperPort opens after you finish scanning, the thumbnails of your scanned documents are on the PaperPort Desktop in that folder.

TEXT DOCUMENTS PROPERTIES

These properties apply to Microsoft Word, Microsoft Excel®, and the other applications indicated by their icons in the list. The properties apply to the OCR settings for the applications.



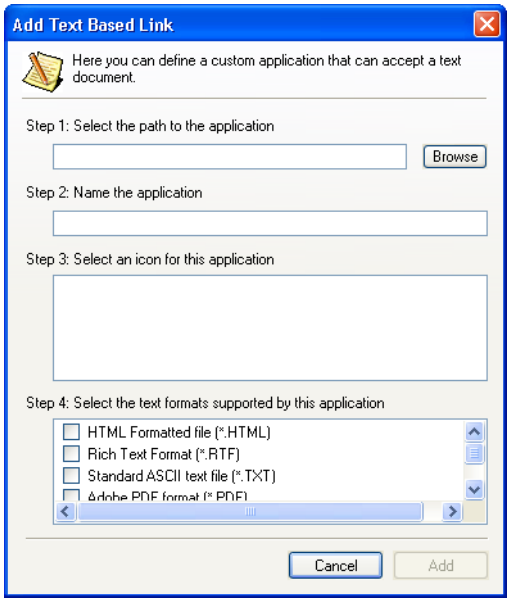
1. Click in the OCR settings boxes for the options you want.

   The options will apply to all the applications in the group.

   Always send a file, even when no text was found—The scanned file is sent to the OCR reader even if the image does not appear to contain text. This could occur if you scanned a photograph with the format set as one of the text formats.

   Show message if text recognition failed—A message will open on the screen if the OCR reader does not detect text in the image.

2. To add another application to the list, click the **Add Application** button. The Add Text Based Link dialog box opens.



3. Click **Browse** to find the application you want to add to the list.

   When you select the application using the Browse button, steps 1 and 2 on the dialog box are automatically filled in, and the application icon appears in step 3.

4. Select the icon in Step 3 of the dialog box. That is the icon that will appear in the OneTouch Destination List.

5. In step 4 of the dialog box, select the file formats that the application will accept.

   Refer to the documentation that you received with the application to see which text formats the application accepts.

   The options you select at step 4 determine the page format icons in the OneTouch Properties window for that group of applications.

6. Click the **Add** button.

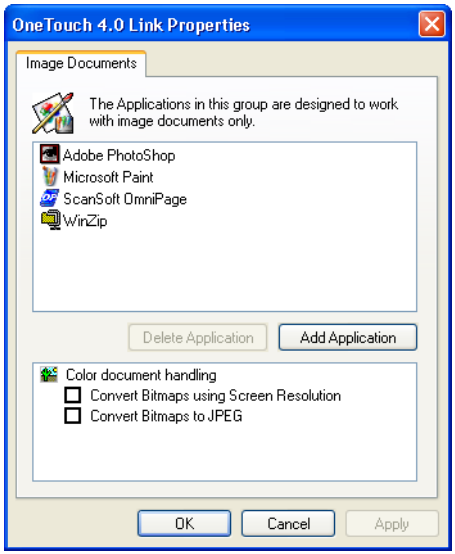
7. Click **OK** or **Apply** on the Link Properties window.

8. Click **Refresh** on the OneTouch Properties window.

9. Click **OK** or **Apply** on the OneTouch Properties window.

IMAGE DOCUMENTS PROPERTIES

These properties apply to image processing applications such as Microsoft Paint.



1. Click in the Color document handling settings boxes for the options you want.

   The options will apply to all the applications in the group.

   Convert Bitmaps using Screen Resolution—Use this option to ensure that an image will fit on the computer's screen. When a computer screen is set to a lower resolution, bitmap images with a higher resolution may be too big to fit on the screen. Converting the bitmap image to match the screen resolution ensures that the image fits on the screen.

   Convert Bitmaps to JPEG—JPEG files can be compressed to produce smaller file sizes and, therefore, shorter transmission times. Use this option to provide that compression capability to image files.

2. To add another application to the list, click the **Add Application** button.

   See the steps on page 38 to add an application to the list.

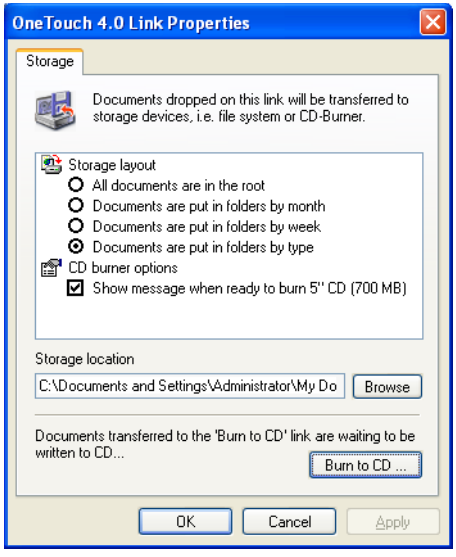
3. Click **OK**.
4. Click **Refresh** on the OneTouch Properties window.
5. Click **OK** or **Apply** on the OneTouch Properties window.

STORAGE PROPERTIES

These properties apply to the Destination Application named Transfer to Storage. If a CD burner is attached to your computer, you can also use this dialog box to start the Burn to CD process. See the section "Scan and Burn to a CD" on page 72.

Note: The Burn to CD option is only available for Windows XP.

You can also set up multiple configurations to store scanned items in separate locations. See "The Storage Options Tab (Archive)" on page 60 and "Scanning to Multiple Folders" on page 61.



Note: If you do not have a CD burner attached to your computer, the CD options are not shown on the dialog box.

1. Click the Storage Layout options you want.

   All documents are in the root—The scanned documents are saved in the root of the folder specified in the Storage Location.

   Documents are put into folders by month, week, or type—Folders are created based on your selection (month, week, or type) and the scanned documents are saved in those folders. New folders are created for each month and week so you can keep track of when you scanned the documents.

2. Click the **Browse** button to specify the location to store the scanned documents.

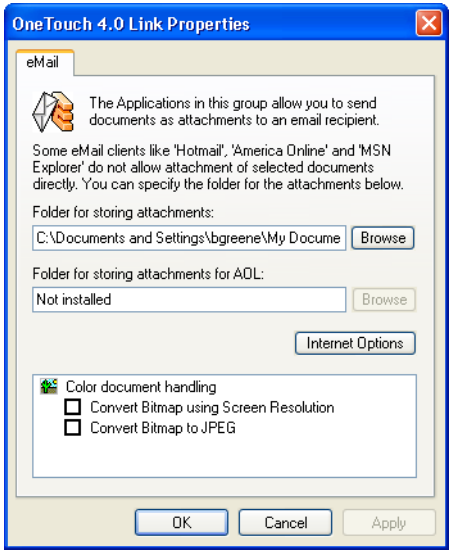
   If you are scanning to a shared network drive, it must be a mapped drive. For more information about mapped drives, see your network administrator.

   If you have a CD burner attached to your Windows XP computer, the option **Show message when ready to burn 5" CD (700MB)**, should also be selected so you will see a message when it's time to click the **Burn to CD** button.

3. Click **OK** on the Link Properties window.

EMAIL PROPERTIES

These properties apply to email applications so you can specify the folder for documents that you will attach to an email message. Microsoft Outlook® will accept direct attachment of documents to a blank email message as soon as scanning is finished, but other email applications may not. If you're using one of those applications, such as America Online® (AOL), you need to know which folder contains the scanned documents so you can manually attach them to your email messages.



1. Click the **Browse** button for **Folder for storing attachments** and choose a folder for your eMail attachments.
2. If you are using AOL on your computer, and the folder name for AOL is incorrect, click the **Browse** button and find the correct AOL folder.

   For scanned images to be auto-attached to a blank email address, you must have the specific folder location AOL uses to find the attachments. Please contact AOL for more information about the folder location in which AOL stores attachments.

3. If you need to change your email client, or any other internet options, click the **Internet Options** button.

   The Windows Internet Options Control Panel opens. Click the Programs tab and choose a new email client from the Email list. These are the standard Windows Internet options. Please see your Windows documentation for more information about Internet options. If you are using AOL, please see the AOL user manual for making changes to the Internet options applicable to AOL.

4. Select the options for color document handling.

   Convert Bitmaps using Screen Resolution—Use this option to ensure that an image will fit on the computer's screen. When a computer screen is set to a lower resolution, bitmap images with a higher resolution may be too big to fit on the screen. Converting the bitmap image to match the screen resolution ensures that the image fits on the screen.

   Convert Bitmaps to JPEG—JPEG files can be compressed to produce smaller file sizes and, therefore, shorter transmission times. Use this option to provide that compression capability to image files.

5. Click **OK**.

6. Click **OK** or **Apply** on the OneTouch Properties window.

SELECTING FORMAT OPTIONS

The Format options that you select determines the file format of the scanned document. Appropriate format options and file types are available for the type of Destination Application selected for the Scan button.

The available options are for images and text.

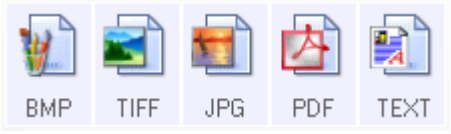


Image Formats.

Text Formats; TEXT is one of several text formats available.

IMAGE FORMATS

Select an image file format for photos, artwork or other documents that you want to save as images. BMP and TIFF are standard image file formats generally used if you want to do additional image processing, such as photo touch-up or color correction. Both of those file formats tend to be larger than the JPEG format.

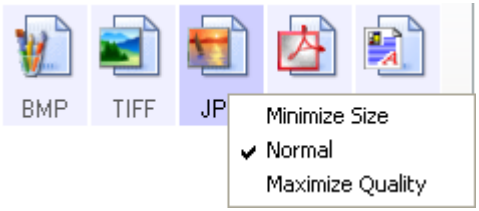
Because JPEG image files can be reduced in size, the JPEG format is often used for images on web pages, or if file size might be a problem when electronically sending the files. JPEG files are reduced in size by lowering their image quality, and you can select the degree of quality for your scanned images from the JPEG file format icon.

The PDF format is often used to create images of text pages. You may want to select PDF as the page format when scanning text pages that do not require OCR processing or other processing. The PDF format is also used to put multi-page documents on web sites as pdf-readable files. As with the JPEG option, the PDF format can be reduced in size or quality.

To select a JPEG or PDF file size:

1. Select **JPG** or **PDF** as the page format.
2. Right-click on the **JPG** or **PDF** icon.

   A menu opens.



3. Choose the file size/image quality option for your scanned images.

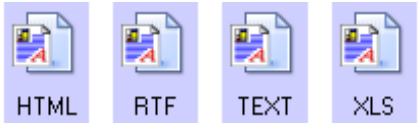
   Minimize Size—Smallest file size, lowest image quality.

   Normal—Medium file size, some loss of image quality.

   Maximum Quality—Largest file size, no loss of image quality.
4. Click **OK** or **Apply** on the OneTouch Properties window.

TEXT FORMATS

The Text Formats are for text file types. The names of the formats indicate their file types.



Selecting the text format option also selects OCR processing as an automatic step for scanning. Therefore, when you scan a document with the text format selected, the text portions of the document are automatically converted to editable text. See “Scanning with Optical Character Recognition (OCR)” on page 70.

Select a text format for documents with text or numbers, such as a business letter, report, or spreadsheet. The text format icon has several file formats available, depending on the Destination Application you select.

The specific file format is shown by the file name extension on the text format icon.

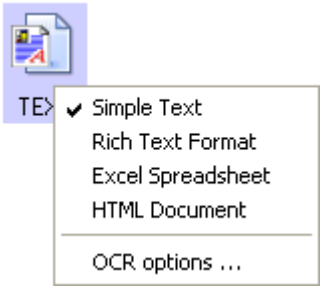
The specific text format; this example is for Rich Text Format (RTF) used with Microsoft Word, Wordpad, and other word processing applications.

As you select Destination Applications that are text applications, the text format icon changes to match the file type of the application. In some cases, the Destination Application supports several file types, and you can right-click on the icon to choose the particular file type for that application.

To select a file type for the text format:

1. Select the Destination Application.
2. Right-click on the text format icon.

   A menu opens. The following figure shows an example for the TEXT format with Microsoft Outlook selected as the Destination Application.



3. Choose the file type that you want for the text format.

Simple Text—The .txt file format. Text with no formatting; used by the standard Microsoft Notepad application.

Rich Text Format—The .rtf file format. Text that retains formatting when converted. Available with Microsoft Wordpad and Word.

Excel Spreadsheet—The .xls file format used by Microsoft Excel.

HTML Document—The .htm file format used to create web pages.

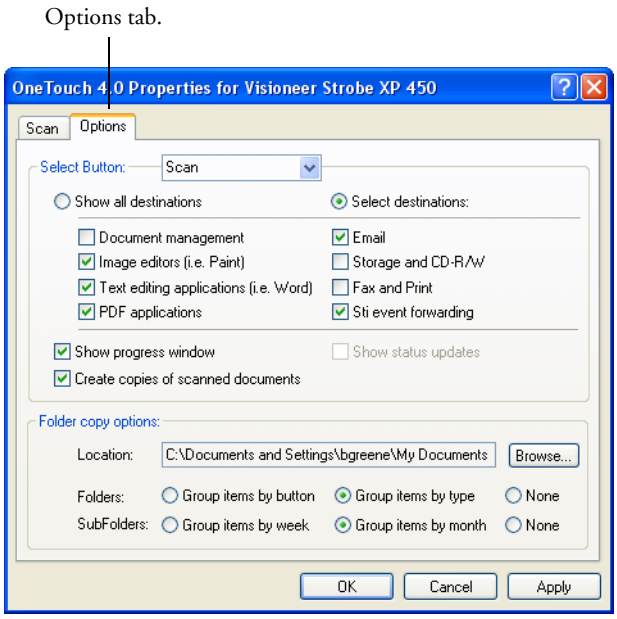
4. To use the OCR Options from the menu, see “Scanning with Optical Character Recognition (OCR)” on page 70.
5. Click **OK** on the OneTouch Properties window.

SELECTING OPTIONS FOR THE SCAN BUTTON

The OneTouch Options determine the types of Destination Applications available for the Scan button, as well as the location of the files of your scanned items.

To select options:

1. Open the OneTouch Properties window and click the **Options** tab.



2. Select button options as described below:

   Show All Destinations—This option selects all the Destination Application categories. The list of Destination Applications available for the Scan button will include all the applications on your computer that fall into these categories. The list also includes printers and other devices connected to your computer so, for example, you can scan an item and have it printed immediately.

Select Destinations—Select this option to individually choose the types of applications to include in the list of Destination Applications. Check the boxes for the type of application to include.

- **Document Management** includes PaperPort and other applications for processing and keeping track of your scanned documents.
- **Image Editors** include Microsoft Paint and other drawing and graphics applications.
- **Text Editors** include Microsoft Word and WordPad, Microsoft Excel, and other word processing and spreadsheet applications. Select this option if you want OCR processing to convert your scanned documents to text that you can edit. See "Scanning with Optical Character Recognition (OCR)" on page 70 for more about OCR.
- **PDF applications** are for documents scanned to PDF format.
- **Email** includes Microsoft Outlook and other email applications. See "eMail Properties" on page 42 for details about attaching scanned documents to your email messages.
- **Storage and CD-R/W** is for either storing scanned documents in a folder, or sending them to a CD burner to create a CD containing the scanned documents. See "Transferring Scanned Documents to Storage" on page 79 and "Scan and Burn to a CD" on page 72 for details.
- **Fax and Print** is for sending your scanned documents directly to your printer or fax software for faxing.
- **Sti event forwarding** is for using another application's interface for scanning. The OneTouch Event Forwarding dialog box opens so you can select which application to use to continue scanning. See "Scanning with Event Forwarding" on page 75 for details.

After selecting a new category of Destination Applications, click the **Scan** tab to see which ones are added to the list.

Show Progress Window—Select this option to display the progress window of the document(s) during scanning.

Create copies of scanned documents—Sometimes the image of a scanned document is only saved as a temporary file until its Destination Application is finished using it. In those cases you may or may not want an additional, permanent copy saved on your hard drive.

For example, if you scan a picture to an email application, the scanned image is saved as a temporary file, then attached to the email, and the email is sent. Later, the temporary file of the scanned picture is deleted. The same situation may occur when you scan directly to a printer or scan to a fax application. After a scanned item is printed or faxed, its temporary file is deleted. However, by selecting this **Create copies of scanned documents** option, you can choose to save permanent copies of the scanned items on your hard drive.

The copies will be saved in the folder specified in the Folder Copy Options section (see the figure on page 48 and the description below).

This option is not available if **Document Management** or **Storage and CD-R/W** are selected because, by default, file copies for those types of Destination Applications are already automatically saved.

For that reason, this option is not available if the Destination Application is PaperPort because it is **Document Management** software.

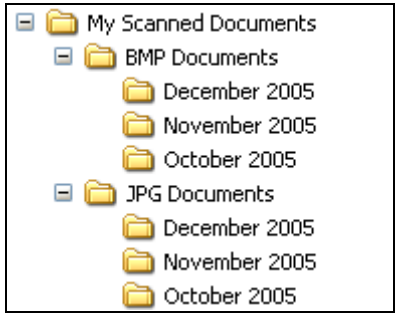
Likewise, the option is also not available if the Destination Application is set to Transfer to Storage because it uses **Storage and CD-R/W** software.

Folder Copy Options—This section of the dialog box sets the location for copies of your scanned documents and how you want to group them.

Click the **Browse** button and find the folder for the copies. Select the grouping option for the documents. The Group by button option groups the documents under the name of the Scan button.

Group by type arranges the scanned documents by the type of file, such as .doc or .jpg. If you also want to group them by date you can choose the week and month options.

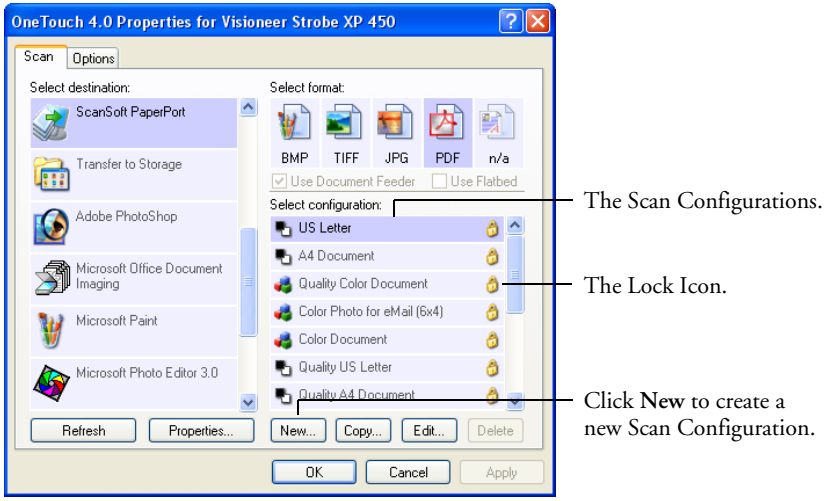
The following example shows the folders when the selections are **Group items by type** and **Group items by month**.



3. Click **OK** to save the options.

CREATING A NEW SCAN CONFIGURATION

The scan configurations are where you select the scanning resolution, brightness, mode (color, black&white, or grayscale), and a number of other settings.



Note the lock icon on the preset configurations. Although you can unlock and edit the preset configurations, we recommend that you leave them locked, and only add new configurations. That way, you will always have the original factory-set configurations available.

To create a new configuration:

1. Open the OneTouch Properties window and make sure the **Scan** tab is selected.
2. Scroll through the applications in the Select Destination list and click the type of application for which you want to create a new scan configuration.

   When you create a new scan configuration, it will appear for the same types of Destination Applications. For example, if you create a new configuration for image editor applications, that new configuration also appears for any other image editors, but not for

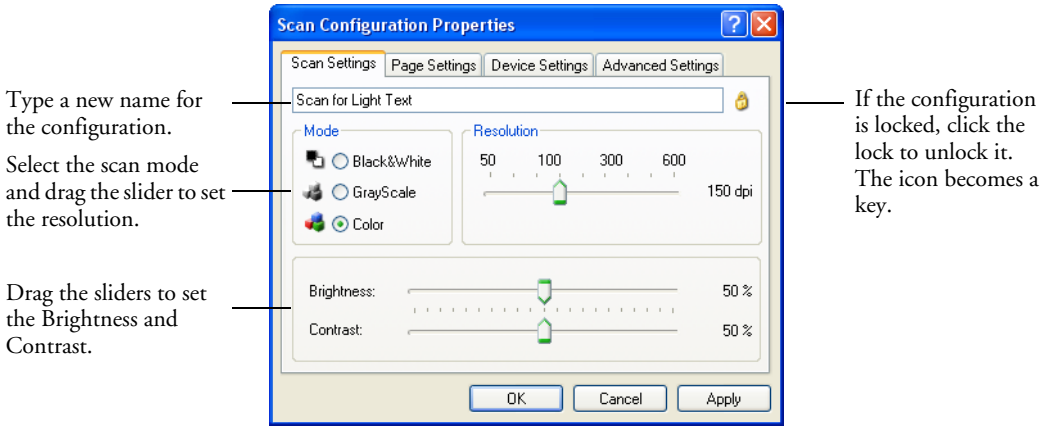
text editing applications. Thus, you can create specific sets of scan configurations for specific functions and they appear only when appropriate.

3. Click the **New** button.

   If you want to start from the settings of another configuration, select the configuration, then click the **Copy** button.

   If the **Scan Settings** tab is not selected, click it.

4. On the Scan Configuration Properties dialog box, type a name.



Note: If you select a printer or other device in the Select Destinations list, the dialog box will include the Device Settings tab for setting specific options for the particular device.

5. Select scan settings for the new scan configuration.

   Mode—Select a scanning mode:

   Black&White to scan in black and white. For example, letters and memos are usually scanned in black and white. This scan mode produces the smallest file size.

   GrayScale to scan items such as documents containing drawings or black and white photographs. The scanning produces an image of up to 256 shades of gray.

   Color to scan color photographs and other color items. Color scans have the largest file size.

   Resolution—Drag the slider to the right or left to adjust the dots per inch (dpi) of the resolution. The maximum resolution is 600 dpi; the minimum is 50 dpi. The higher the dpi setting, the sharper and clearer the scanned image. However, higher dpi settings take longer to scan and produce larger files for the scanned images.

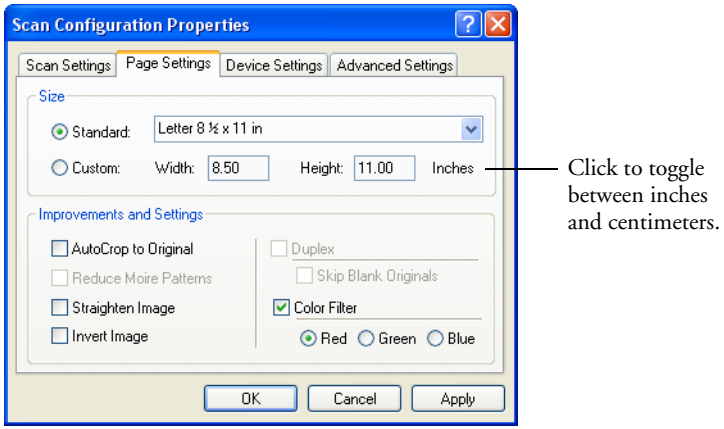
   Brightness and **Contrast**—Sometimes an item is scanned with the brightness and contrast set too light or too dark. For example, a note written with a light pencil may need to be scanned darker to improve legibility.

   Brightness refers to the lightness or darkness of the image. Contrast is the range between the darkest and lightest portions of the image. The greater the contrast, the more difference between the lighter and darker shades in the image.

   Drag the sliders to the right or left to adjust the brightness and contrast of the scanned image. The Contrast setting does not apply to the Black&White mode.

6. If you want to lock the configuration, click the Key icon to change it from a Key to a Lock.

7. Click the **Page Settings** tab to select page settings.



Size—Click **Standard**, click the menu arrow and choose a page size from the list, or click **Custom** and enter the horizontal and vertical page dimensions in the boxes. The maximum size is 8.5" x 14". The units of measurement can be inches or millimeters. Click the name of the units, inches or millimeters, to toggle between them.

Improvements and Settings—Only the options that apply to the selected Destination Application are available.

AutoCrop to Original—Select this option to let the scanner automatically determine the size of the item being scanned. For example, if you scan a 5 by 7 inch photo, the scanner will determine the size of the photo.

When using the AutoCrop to Original option, always use the paper guides on the scanner so the page is not skewed. Skewed pages may not crop properly.

Reduce Moire Patterns—Moire patterns are wavy, rippled lines that sometimes appear on the scanned images of photographs or illustrations, particularly newspaper and magazine illustrations. Selecting **Reduce Moire Patterns** will limit or eliminate moire patterns in the scanned image. This option is only available for the Grayscale or Color Mode at 300 dpi or less.

Straighten Image—Select this option to let the scanner automatically determine if a page is skewed, and then straighten its image. The scanner detects page edges and can sense when the page is fed through at an angle. However, if the page is fed through at too great an angle, the image may not straighten correctly. In that case, re-scan the page using the paper guides to feed the paper in straight.

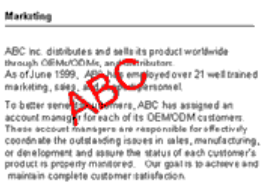
Invert Image—Only available for Black&White Mode, this option reverses the black and whites of an image.

Original Image

Inverted Image

Color Filter—Color filter is the ability of your scanner to automatically remove a color from a scanned item. For example, if you are scanning a letter with a red watermark, you can choose to filter out the red so the scanned letter just shows the text and not the red watermark. Color filter applies to Black&White or Grayscale Mode.

The original with a red watermark over black text.

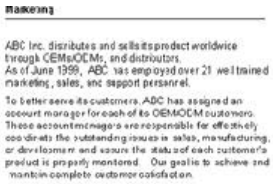


Marketing

ABC Inc. distributes and sells its product worldwide through OEMs/ODMs, and distributors.
As of June 1999, ABC has employed over 21 well trained marketing, sales, and support personnel.

To better serve its customers, ABC has assigned an account manager for each of its OEM/ODM customers. These account managers are responsible for effectively coordinate the outstanding issues in sales, manufacturing, or development and assure the status of each customer's product is properly monitored. Our goal is to achieve and maintain complete customer satisfaction.

The scanned item with the red filtered out.



Marketing

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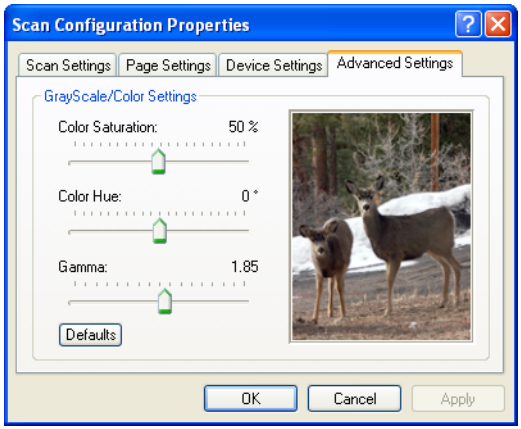
As of June 1999, ABC has employed over 21 well trained marketing, sales, and support personnel.

To better serve its customers, ABC has assigned an account manager for each of its OEM/ODM customers. These account managers are responsible for effectively coordinate the outstanding issues in sales, manufacturing, or development and assure the status of each customer's product is properly monitored. Our goal is to achieve and maintain complete customer satisfaction.

8. Click the **Advanced Settings** tab.

   The options of the Advanced Settings tab are for the Color or Grayscale scanning mode.



9. Drag the sliders to the left and right to change the color settings. As you do, the image changes to show the effects of the new settings.

   Saturation is the strength or purity of a color, hue is the color your eyes see as reflected from the image, and gamma controls the brightness of the midtones of the color.

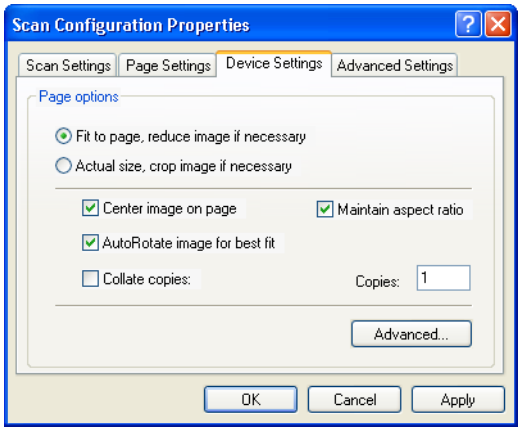
10. Click **OK** to save the new configuration.

    It will now appear in the list of Scan Configurations on the OneTouch Properties window for the appropriate Destination Applications.

THE DEVICE SETTINGS TAB

A Device Settings tab is on the Scan Configurations dialog box when your selected Destination Application sends the scanned image to a printer, fax application, or other device. You use the options on the Device Settings tab to select settings for the device.

1. Click on the **Device Settings** tab.



Fit to page, reduce image if necessary—If the scanned image is too big to be printed or faxed on a single page, the image will automatically be reduced to fit the page.

Actual size, crop image if necessary—If the scanned image is too big to be printed or faxed on a single page, the image will automatically be cropped around its edges to fit on the page.

Center image on page—The image will be printed in the center of the page instead of at the top right corner.

Maintain aspect ratio—The aspect ratio is the length-to-width relationship of the image's dimensions. Select this option so the image's relative proportions remain constant.

AutoRotate image for best fit—If the image is a Landscape format and the device is printing in the Portrait mode, or vice versa, rotate the image to fit on the page.

Collate copies—If you are printing more than one page, collate the copies. Enter the number of copies in the **Copies** box.

Advanced—Click to see additional settings for the device. The dialog that opens is specific to the device. For example, if the device is your printer, the dialog box is your printer's setup settings.

2. Click **OK** or **Apply**.

THE STORAGE OPTIONS TAB (ARCHIVE)

A Storage Options tab is on the Scan Configurations dialog box when the selected Destination Application is set as Transfer to Storage. You use the options on this tab to select where you want to save your scanned items for storage when scanning with that particular Scan Configuration.

Note: The selections you make using the Storage Options tab override the storage options that apply to the Storage Properties. This means that you can create separate Scan Configurations to store scanned items at various locations in addition to the main location set by the Storage Properties. See "Storage Properties" on page 40 and "Transferring Scanned Documents to Storage" on page 79 for more details.

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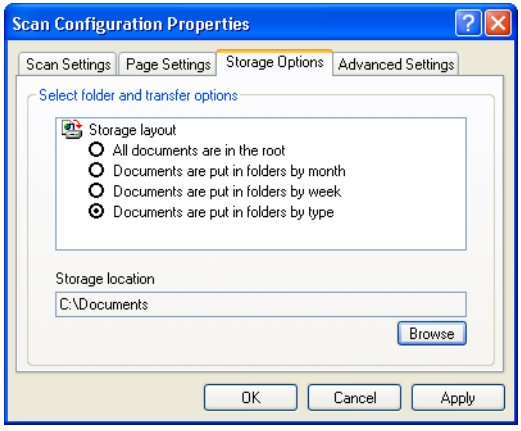
1. Click on the **Storage Options** tab.



2. Click the Storage Layout options you want.

   All documents are in the root—The scanned documents are saved in the root of the folder specified in the Storage Location.

   Documents are put into folders by month, week, or type—Folders are created based on your selection (month, week, or type) and the scanned documents are saved in those folders. New folders

are created for each month and week so you can keep track of when you scanned the documents. Type refers to the file type selected as the Page Format on the OneTouch Properties window.

By default, the location of the archived documents is at **C:\Documents and Settings\<your user name>\My Documents\My OneTouch Archive** and then in a folder based on your selection for the Storage Layout. For example, if the file type is TIFF, and you select **Documents are put into folders by type,** the default location of scanned archive documents is at **C:\Documents and Settings\<your user name>\My Documents\My OneTouch Archive\TIFF Documents**.

3. If you want to store your archive documents in some other location, click the **Browse** button to specify the new location.
4. Click **OK** or **Apply**.

SCANNING TO MULTIPLE FOLDERS

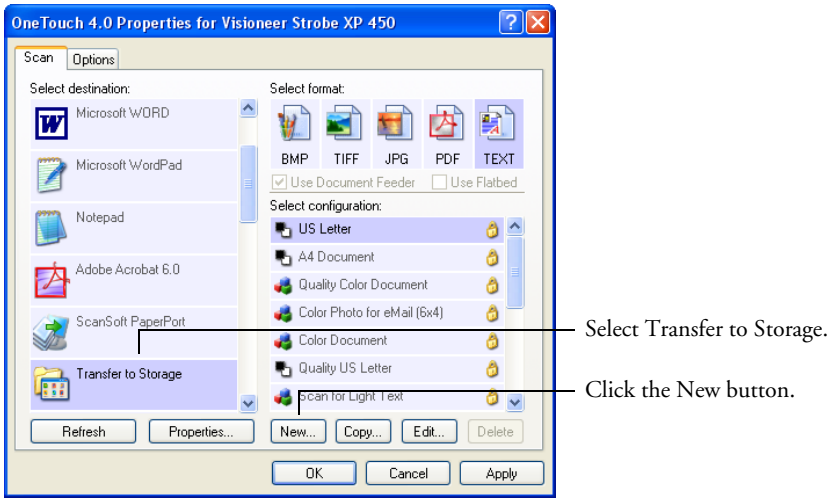
When archiving documents with the Transfer to Storage option, you can scan them to multiple folders. For example, one folder might be for "Business Receipts," a second folder might be for "Personal Receipts," and a third folder might be for "Annual Receipts."

To scan to multiple folders, you create multiple scan configurations with Transfer to Storage as the Destination Application, then scan using a different configuration for each folder.

Setting up multiple folders for transfer to storage:

1. Using Microsoft Windows, create the folders that you want to use for storing scanned items. Note that you can also create the folders later while creating the new scan configurations.
2. Open the OneTouch Properties window.
3. Select **Transfer to Storage** as the Destination Application.

4. Click the **New** button.

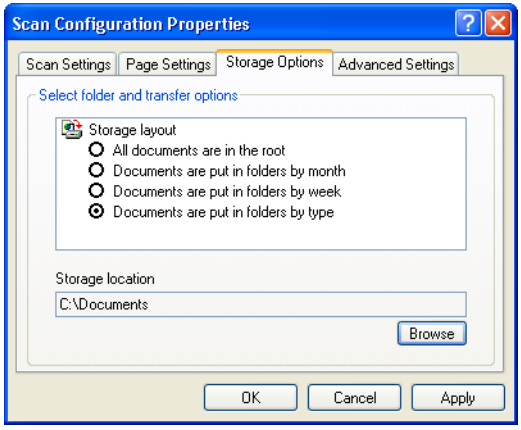


The Scan Configuration Properties dialog box opens.

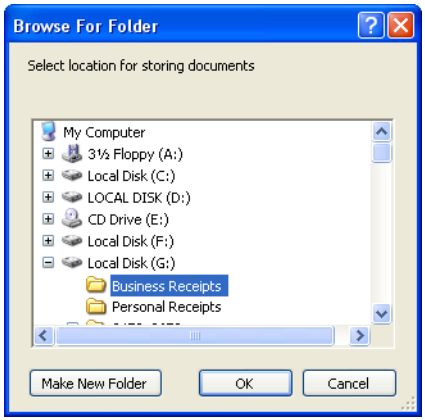
5. To help you remember which folder it is, give the new configuration a name that indicates the folder name, such as "Storage for Business Receipts."

6. Click the **Scan Settings**, **Page Settings**, and **Advanced Settings** tabs, and select the settings you want.

7. Click the **Storage Options** tab.

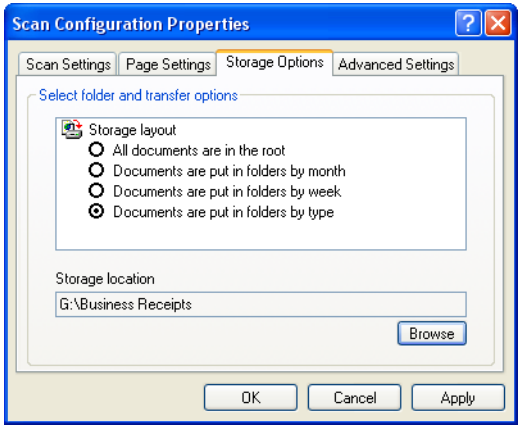


8. Click the **Browse** button.
9. Select the folder you created for storing the scanned documents.



If you haven't created the folder yet, you can click the **Make New Folder** button and type the name for the new folder.

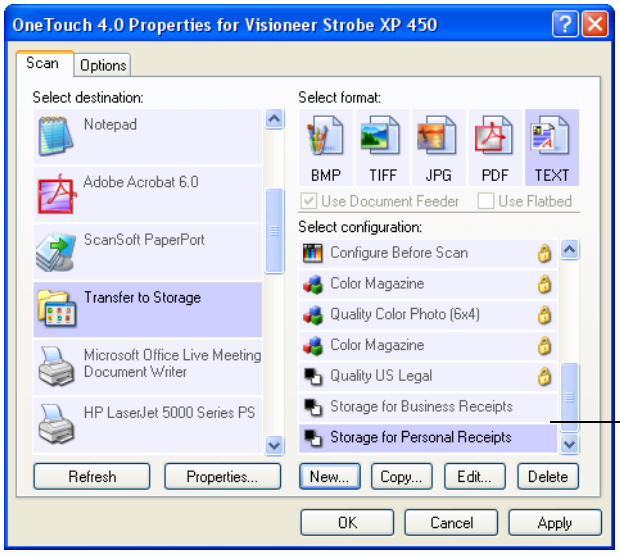
10. Click **OK**. The selected folder will now be set as the Storage Location, such as "Business Receipts."



11. Click **Apply**. The new configuration is now listed as a Transfer to Storage configuration.
12. Repeat the process to create additional new configurations, such as one named "Storage for Personal Receipts."

13. Make sure to designate separate folders as the Storage Locations for the new configurations.

    You will now have multiple configurations set up for the Transfer to Storage destination, and each configuration stores scanned documents in separate folders.

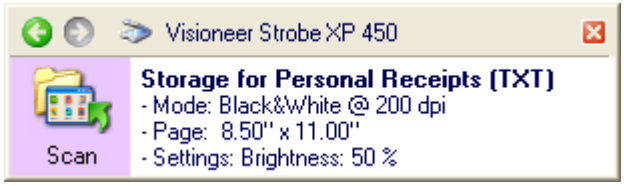


The new configurations apply to the Transfer to Storage Destination Application.

Scan to multiple storage folders:

1. Open the OneTouch Properties window.
2. Select **Transfer to Storage** as the Destination Application.
3. Select one of the configurations you created for storage.
4. Click **OK**. The OneTouch Properties window closes.

   The OneTouch panel will show the name of the configuration.



5. Insert the first set of documents that you want to scan to storage.

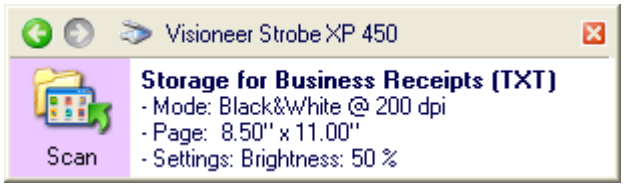
6. Press the Scan button on the scanner or click the Scan icon on the panel.

   The documents are scanned to the folder specified for the configuration.

7. When scanning is finished, open the OneTouch Properties window again and select the other configuration you created for storage.

8. Click **OK** or **Apply**.

   The OneTouch panel will show the name of the other configuration.



9. Now, scan the next set of documents.

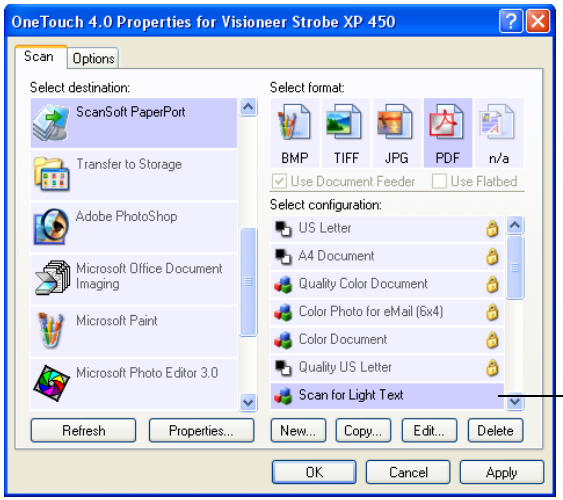
When scanning is finished, the two sets of documents are stored in the two separate folders.

EDITING OR DELETING SCAN CONFIGURATIONS

Note: Your scanner comes with a number of configurations pre-set at the factory. We recommend that you keep those configurations locked and do not edit or delete them. That way, you will always have the factory-settings available. If you do edit or delete them, and want to get the factory pre-sets back again, you will need to uninstall then re-install your scanner driver.

To edit or delete a scan configuration:

1. Open the OneTouch Properties window.
2. Select the scan configuration you want to edit or delete. The following example shows a new scan configuration that was created named "Scan for Light Text."



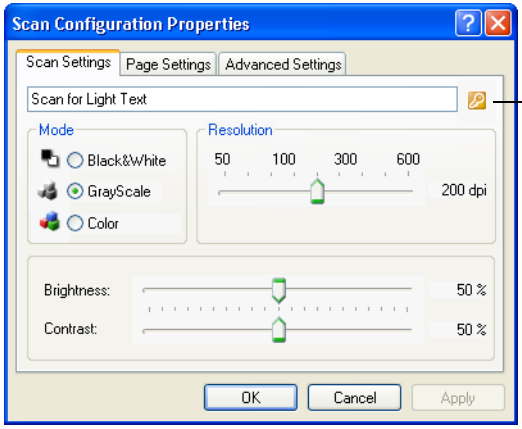
Select the scan configuration to edit or delete. It must be unlocked, as indicated by not having a lock displayed here.

3. To delete the configuration, click the **Delete** button.

4. To edit the configuration, click the **Edit** button.

   The Scan Configuration Properties dialog box opens for that configuration.

   You can make changes to a configuration, but for the changes to be saved, the configuration must first be unlocked. Click the Lock icon to unlock the configuration. Clicking it toggles between locking and unlocking the configuration. The key icon indicates the configuration is unlocked.



5. Edit the settings and click **OK**.
6. Click **OK** to close the dialog box.

CONFIGURING BEFORE SCANNING

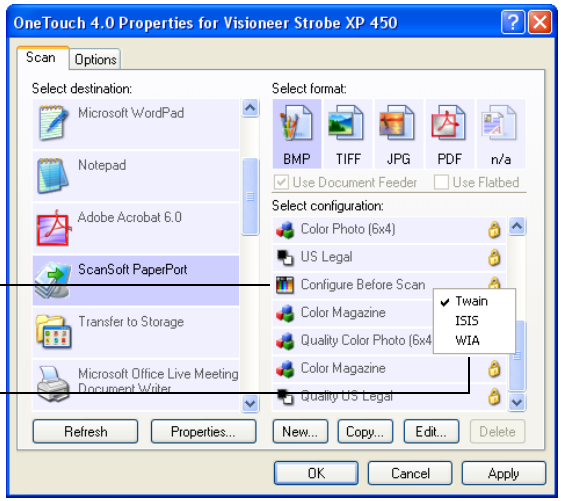
Choosing Configure Before Scan simply opens a scanning interface when you press or click a scan button. You can then use the interface to change the Resolution, Scan Mode, and other settings. When you scan, the scanned image will still be sent as the file type and to the same Destination Application already selected in the OneTouch Properties window for that button.

To configure before scanning:

1. Open the OneTouch Properties window.
2. Select the scan configuration **Configure Before Scan**.

Select **Configure Before Scan**.

Right-click on **Configure Before Scan** to get the menu, and choose the interface to use for configuring.



3. Right-click on **Configure Before Scan** and choose an interface to use for configuring before scanning.

   TWAIN—The TWAIN interface opens for you to make changes prior to scanning. See "Scanning with the TWAIN Interface from PaperPort" on page 87.

   ISIS—The ISIS Scan interface opens for you to make changes prior to scanning. See "Scanning with the ISIS Interface" on page 107.

   WIA—The Windows Image Acquisition Interface (WIA) opens for you to make changes prior to scanning. The WIA option is only available if your computer is running Microsoft Windows XP. See "Scanning with the WIA Interface" on page 102.

4. Click **OK** or **Apply** on the OneTouch Properties window.

SCANNING WITH OPTICAL CHARACTER RECOGNITION (OCR)

Optical Character Recognition (OCR) converts text and numbers on a scanned page into editable text and numbers. You can then work with the text and numbers to edit, spellcheck, change font or type size, sort, calculate, and so forth.

To scan with OCR:

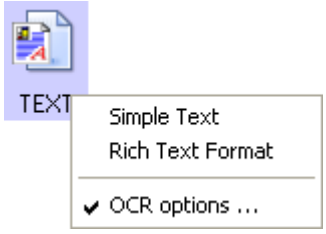
1. Select a Destination Application that has one of the Text formats (TEXT, RTF, XLS, or HTML).
2. Scan the document.

   Your scanned pages appear in the Destination Application with their text ready for editing and other text processing.

Note: OCR scanning is also for spreadsheets so you can work in Microsoft Excel (or other spreadsheet applications) with the figures and text from the original spreadsheets.

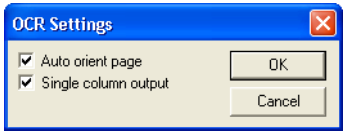
To select OCR settings:

1. Select the Destination Application.
2. Right-click on a text format icon to see the drop-down menu.



3. Choose **OCR options**.

   A dialog box of OCR options opens.



4. Select the option you want for the OCR conversion of your documents.

   Auto orient page—Select this option to check the page orientation and automatically rotate an improperly oriented page image so the text is recognizable by the OCR process.

   Single column output—Select this option to produce a single column of text in the Destination Application, even if the original image had multiple columns of text.

5. Click **OK**.

   Note that the OCR options apply to all the Destination Applications for which OCR applies. If you change them for one Destination Application, those changes apply to the others as well.

SCAN AND BURN TO A CD

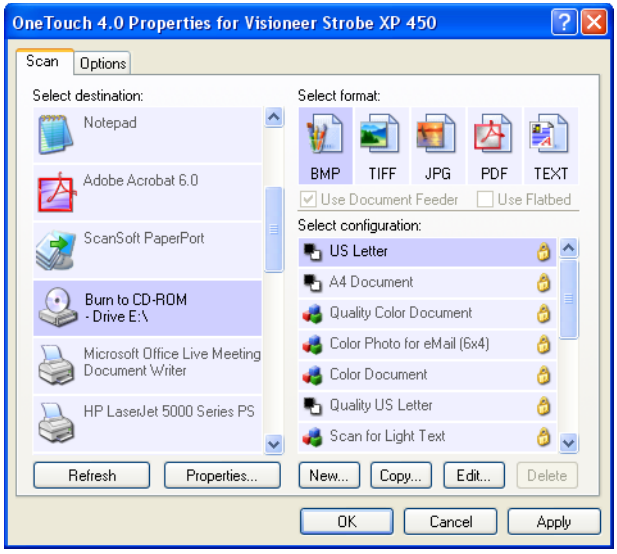
If you have a CD burner attached to your computer, you can scan directly from your Visioneer Strobe XP 450 scanner onto a CD.

Note: This feature is available only on computers running Windows XP.

To scan and burn to a CD:

1. Put a blank CD into your computer's CD Drive.
2. Open the OneTouch Properties window.
3. Select **Burn to CD** as the Destination Application.

   The Burn to CD Destination Application is only available if you have a CD burner attached to your computer, but you do not need to have a CD in the burner to select the destination.



4. Choose a Page Format and a Scan Configuration.
5. Click **OK**.

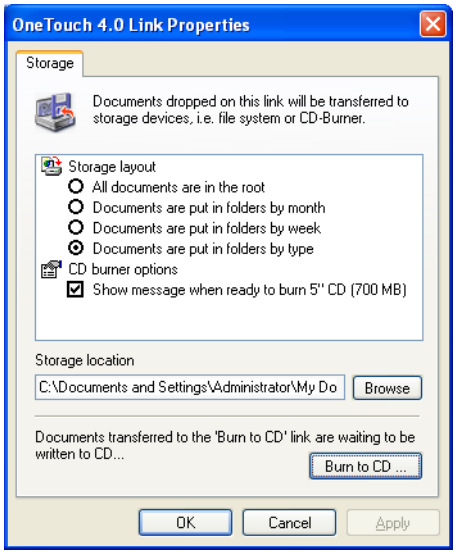
   The OneTouch Properties window closes.

6. Now click the Scan button to start scanning.

   When scanning is finished, a bubble message on the screen tells you that files are waiting to be burned to the CD.

7. On the OneTouch window, make sure that the **Burn to CD** Destination Application is still selected and click the **Properties** button.

   The OneTouch 4.0 Link Properties window opens.



8. Make sure a CD is in the CD burner.

9. Click the **Burn to CD** button.

   The CD burner begins and your scanned documents are written to the CD.

Note: Until you click **Burn to CD** these files are stored in your computer at **C:\Documents and Settings\<your user name>\Local Settings\Application Data\Microsoft\CD Burning.** This is where Windows XP stores all files waiting to be burned to a CD by the automatic CD writing wizard. If other files are also waiting in this location, they will get written with the OneTouch files on the CD.

Note: When scanning items to burn to a CD, you should always use one of the factory-set default configurations, or a custom configuration specifically set up for CD burning. The default configurations are already set up to send the scanned images to the proper storage location where the Windows XP CD writing wizard can find the files to burn to the CD. Likewise, when you create a custom configuration for CD burning, the OneTouch software will automatically make sure the storage location is correct.

To create a custom configuration for CD burning, select **Burn to CD** as the Destination Application, then click the **New** button and create the new configuration. You won't need to select a storage location because it will be correctly preset for you by the OneTouch software.

Note however, that if you have created other custom configurations with different storage locations (for example, see "Scanning to Multiple Folders" on page 61), do *not* use them for the **Burn to CD** Destination Application. Otherwise, the Windows XP CD writing wizard will not be able to find the images to burn onto the CD.

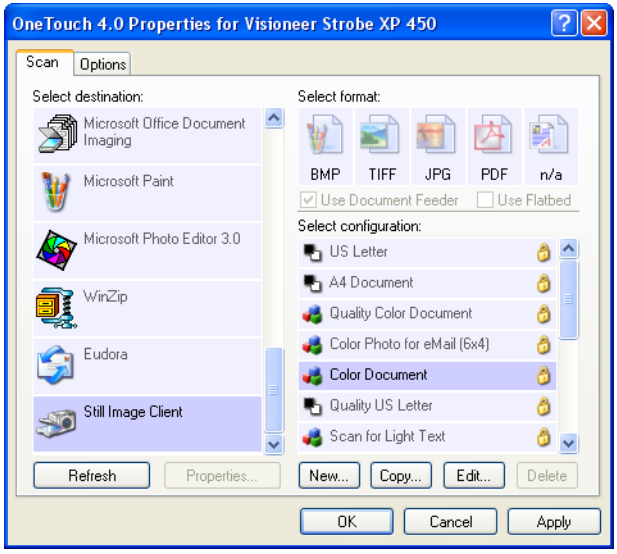
SCANNING WITH EVENT FORWARDING

If you want to specify an application to use for scanning at the start of the process, you can use event forwarding. The scanner will feed in the first page, but will then stop until you select the application to use. After you select the application, its interface will open and you can use it to continue with the scanning.

To scan with event forwarding:

1. Open the OneTouch Properties window.
2. Select **Still Image Client** as the Destination Application.

   Note that you cannot choose a page format for this option because the actual destination application is not selected until after the scanner feeds in the first page of your document.

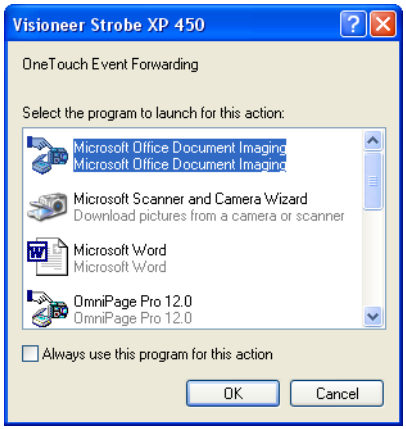


3. Choose a Scan Configuration.
4. Click **OK**.

   The OneTouch Properties window closes.

5. Press the Scan button to start scanning.

   A dialog box opens for you to select the application to use for scanning.



6. Select the application in the box and click **OK**.

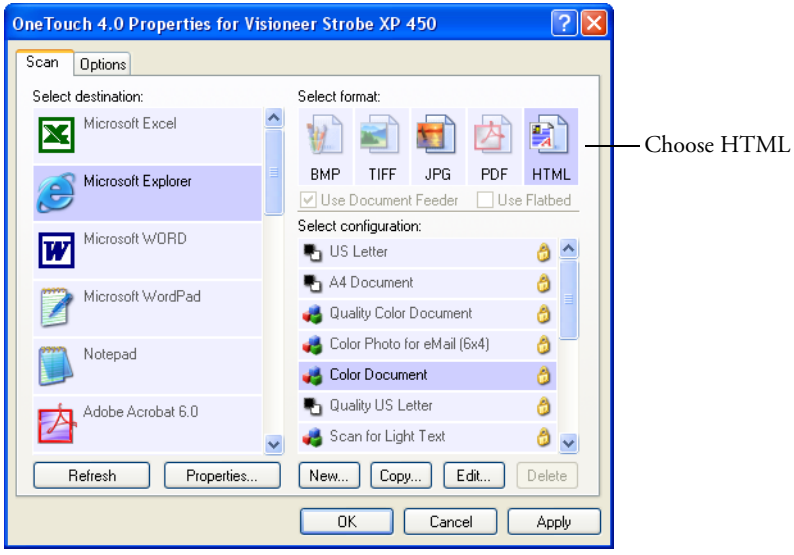
   Now the application you selected opens and you can continue the scanning from that application's TWAIN interface.

CREATING AN HTML WEB PAGE FROM YOUR SCANNED DOCUMENTS

If you scan a document, whether a single page or multiple pages, you can have the pages converted directly to HTML formatted pages for posting directly to your web site. Those pages are then viewable by visitors to your web site without the need for any internet plug-ins or other special processing. This is, essentially, from your scanner to a web-ready format in one automatic step.

To scan and create an HTML web page:

1. Open the OneTouch Properties window.
2. Select **Microsoft Explorer** as the Destination Application.
3. Choose **HTML** as the Page Format.



4. Choose a Scan Configuration that has the settings for the image on the HTML page.

   For example, if you want the image to be in color on the HTML page, choose a color configuration.

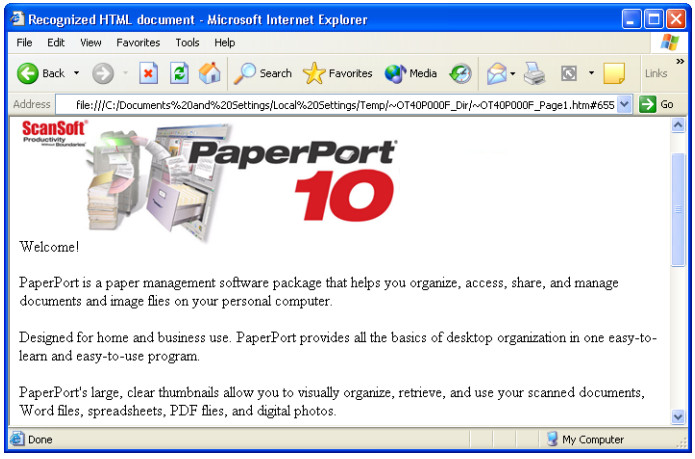
5. Click **OK**.

   The OneTouch Properties window closes.

6. Insert the document into the Automatic Document Feeder.
7. Press the Scan button.

   When scanning is finished, the document is first converted to editable text using the OCR process, and then is converted into an HTML format. Microsoft Internet Explorer then opens showing your converted page.

Note: Depending on the complexity of the document, its conversion to the HTML format may take a few moments.



8. Choose **Save As** from the Internet Explorer **File** menu, give the page a name, and save it in the location you use for your web page files.

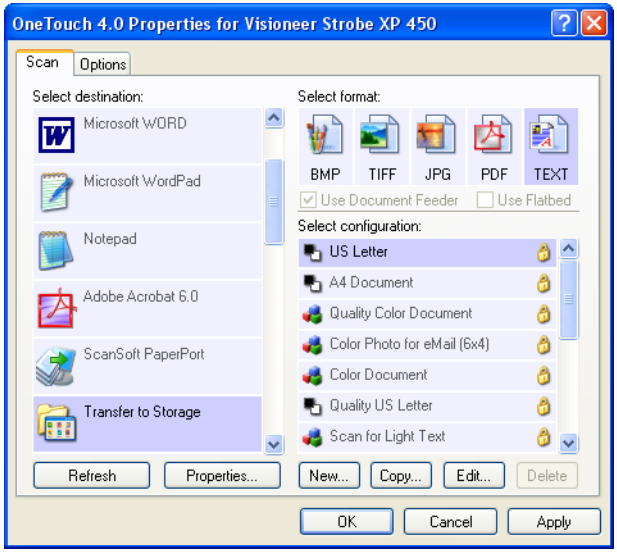
   You may also want to write down the address shown in the Address bar to make sure you'll know where to find your new HTML page later on.
9. You can now use Microsoft Internet Explorer or other application to post the document to your web page as you would any other HTML page.

TRANSFERRING SCANNED DOCUMENTS TO STORAGE

With the Transfer to Storage scanning process, you can scan documents and save them in a folder in one step. The process is ideal for archiving documents without having to manually save or process them in any other way. If you choose a text format for the file format, the documents are also automatically converted by the OCR process into editable text and numbers before being stored.

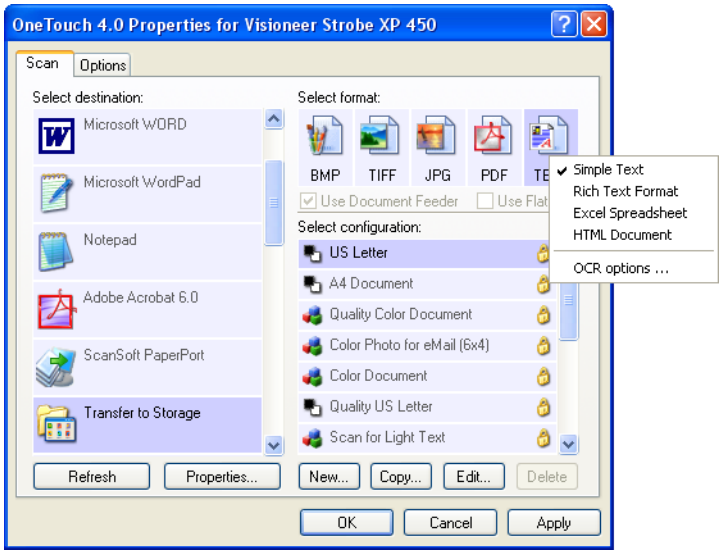
To transfer documents to storage:

1. Open the OneTouch Properties window.
2. Select **Transfer to Storage** as the Destination Application.
3. Select a Format and Configuration.



4. If you want to have text documents or spreadsheets converted by the OCR process prior to being stored, choose a text format.

   Right-click on the text format icon and from the drop-down menu choose a text format for the scanned images.



5. Click **OK**.

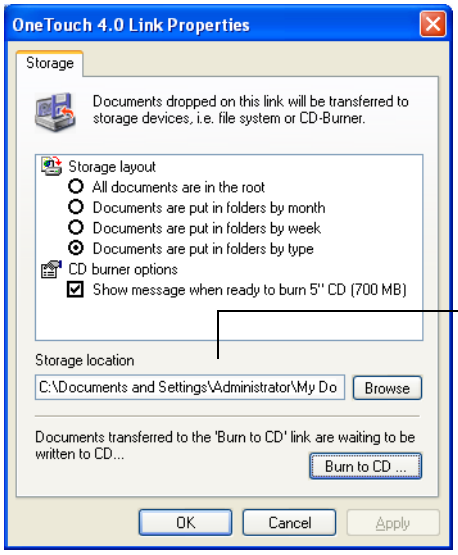
   The OneTouch Properties window closes.

6. Insert the documents into the Automatic Document Feeder.

7. Press the Scan button.

   When scanning is finished, the documents are stored in the location that you specified on the OneTouch 4.0 Link Properties window.

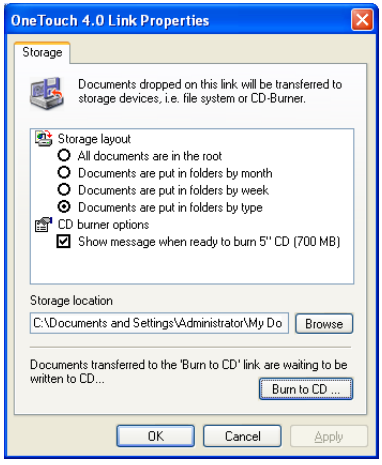
   If you selected a text format, the documents are first converted to editable text using the OCR process, and then stored.

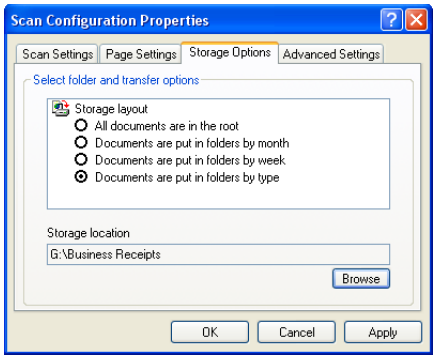


TO TRANSFER DOCUMENTS TO A SERVER OR MAPPED DRIVE

When selecting the storage location for scanned documents, you can select a local folder, or a folder on a server or mapped drive.You select a mapped drive using the **Browse** button. See "The Storage Options Tab (Archive)" on page 60 for the steps to select the Transfer to Storage options.

1. On either the OneTouch 4.0 Link Properties window, or from the Scan Configuration Properties window, click the **Browse** button.

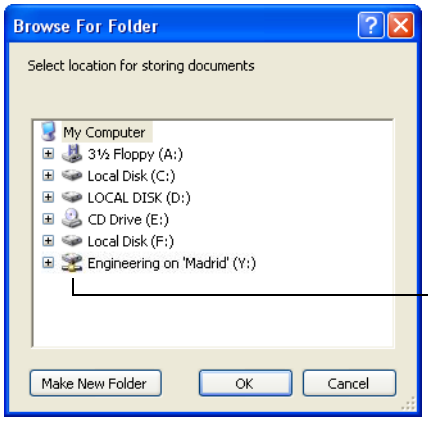




The Browse For Folder window opens.

2. Select a storage location on the mapped drive or server for the scanned documents.

   Servers and mapped drives are represented by an icon that indicates its network connection.

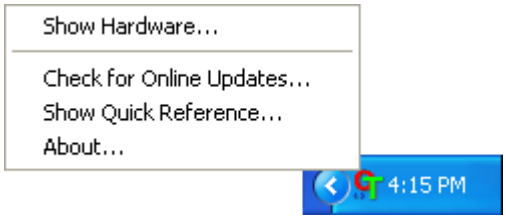


3. Click **OK**.

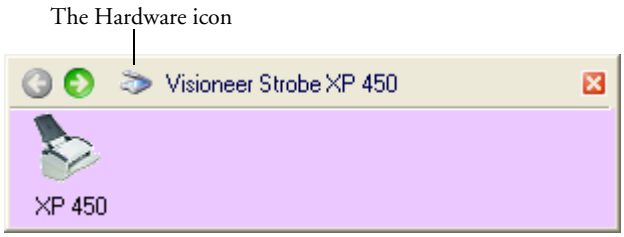
   Now when you scan using Transfer to Storage as the Destination Application, the documents are stored on the server or mapped drive.

CHECKING THE HARDWARE AND SETTING THE LAMP POWER SAVE MODE

1. Right-click on the OneTouch icon and choose **Show Hardware** from the pop-up menu.

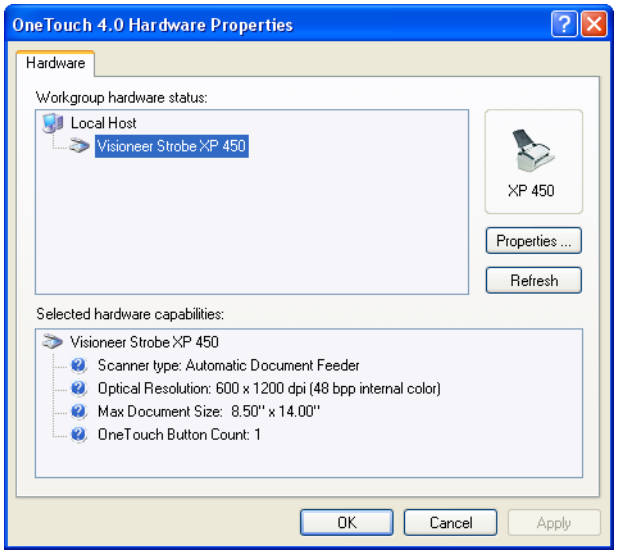


You can also click the scanner icon at the top of the OneTouch Button Panel.

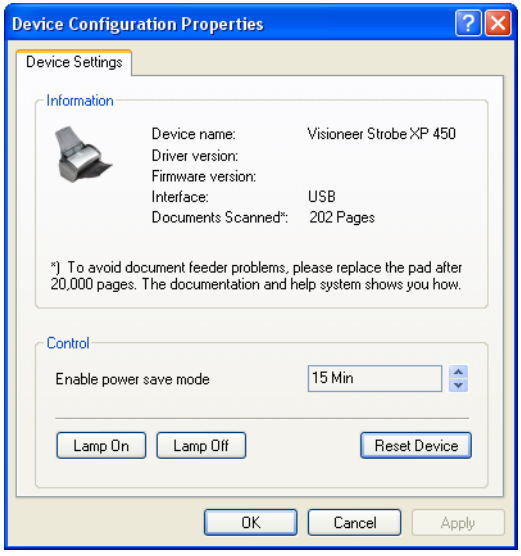


If the Hardware View of the panel is open you can also right-click on the Strobe XP 450 icon.

The Hardware Properties dialog box opens and shows information about your Visioneer Strobe XP 450 scanner.



2. Click the **Properties** button.



Your scanner has a built-in power saving feature that is set to power down after 15 minutes of idle time. You can change the time before the scanner powers down, from 1 minute to a maximum of 10 hours.

3. Click the arrows for the Lamp timeout setting and choose a time setting.

   To turn the lamp on and off manually without turning off power to the scanner, click the **Lamp On** or **Lamp Off** buttons.

   To return the scanner to its factory settings, click **Reset Device**.

4. Click **OK** to save the changes and close the dialog box.

Scanning with the TWAIN Interface from PaperPort

In addition to using the Scan button or the OneTouch Panel to scan, you can scan from the TWAIN interface. The PaperPort application that you received with your scanner uses the TWAIN interface for scanning. This scanning method is particularly helpful when you're using PaperPort to file and save scanned items, or if you want to adjust scanning settings prior to scanning.

A Note About Your Scanner and the TWAIN standard: TWAIN is a widely recognized standard that computers use to receive images from scanners, digital cameras, and other digital devices. This guide shows how to scan with the TWAIN interface from PaperPort. But you can also open the TWAIN interface from many other graphics and imaging applications and scan from them as well. Because the TWAIN interface is the same regardless of the software you use to open it, you can still use the instructions in this *User's Guide* for scanning. To access the TWAIN interface from other software, please refer to their user's guides, then return to this *User's Guide* for the steps to scan.

Note: If the OneTouch configuration you are using to scan is set to **Configure Before Scan**, and the selected option is **TWAIN**, the TWAIN interface opens right away without opening PaperPort first.

GETTING HELP WITH THE PAPERPORT SOFTWARE

The PaperPort software includes a complete set of help topics that answer questions about each feature of the software. To open the Help Topics window, press the **F1** key or choose **PaperPort Help** from the **Help** menu.You can also refer to the *PaperPort User's Guide* on the CD.

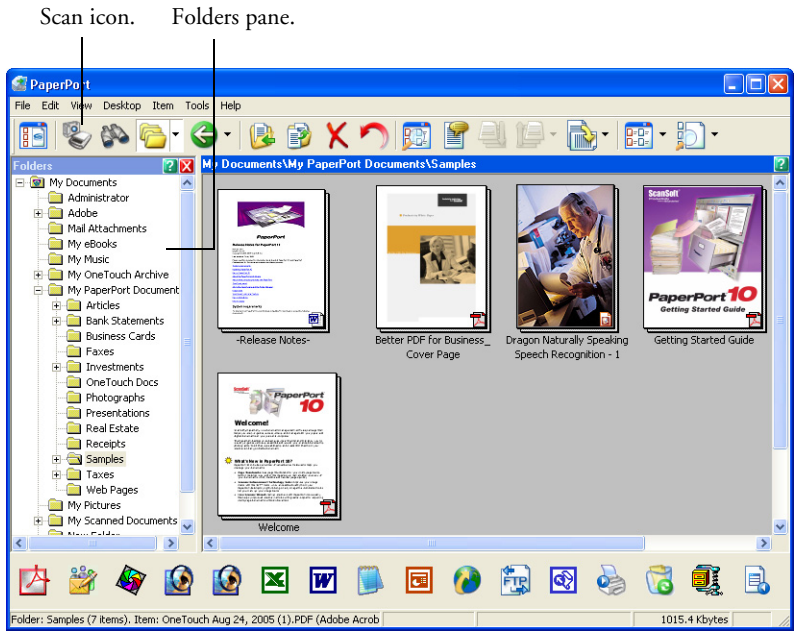
ACCESSING THE TWAIN INTERFACE FROM PAPERPORT

The instructions in this section are for accessing the TWAIN interface from the PaperPort application.

To access the TWAIN interface from PaperPort:

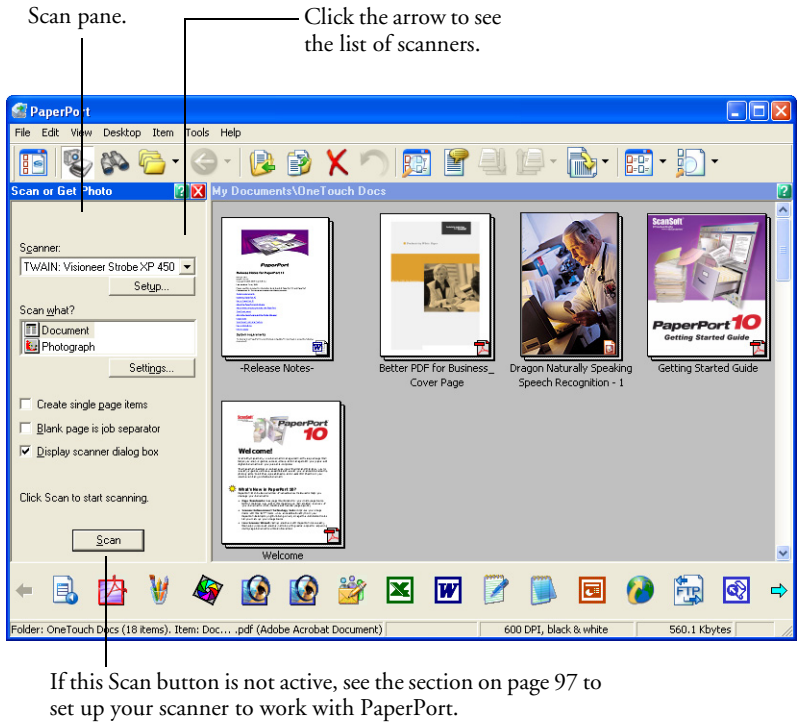
1. On the Windows taskbar, click **Start**, point to **Programs**, point to **ScanSoft PaperPort**, then click **PaperPort**.

   The first time PaperPort is launched, it opens with the Folders pane displayed as shown here. Later on, PaperPort opens in the view you were last using.



2. Click the **Scan** icon on the PaperPort command bar.

The Folders pane (which shows folders for organizing your scanned images) is replaced by the Scan pane.



3. Click the Scanner drop-down arrow, and select **TWAIN: Visioneer Strobe XP 450** from the drop-down list.

Note: Please wait a few moments for your selection from the drop-down list to become active. This delay only occurs the first time you select from the list while PaperPort initializes the scanner. Later on, selecting from the list activates immediately.

Note: If the Scan button at the bottom of the panel is not available when you make a selection from the Scanner drop-down list, then PaperPort needs to be setup to work with your scanner. See the section "Setting Up PaperPort to Work With Your Scanner" on page 97.

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4. In the "Scan what?" section, choose to scan a **Document** or **Photograph**.

   If you want to change the format of the scanned item's file name or file type before you start scanning, click **Settings.** The default file type for documents is .pdf and the default for photographs is .jpg.

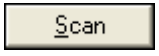
5. When scanning documents, use the **Create single page items** check box as follows:

   - When the option is selected, all pages in the Automatic Document Feeder are scanned, the TWAIN interface closes, and each page is placed on the PaperPort Desktop as a separate file.
   - When the check box is not selected, the scanned pages are not placed on the PaperPort Desktop until you indicate the scanning job is finished by clicking **Done** on the TWAIN interface then clicking **Done** on the **PaperPort-Scan** window. Multiple pages are "stacked" on the PaperPort Desktop. Not all file types can be stacked on the desktop. Note that items scanned as .jpg files cannot be stacked on the desktop.

6. The option **Blank page is job separator** is for when you load several separate scanning jobs into the Automatic Document Feeder at the same time. Insert a blank page between them and each job will become a separate stack on the PaperPort Desktop when scanning is finished.

7. Make sure the option **Display scanner dialog box** is selected.

   If this option is not selected, the TWAIN interface will not open when you click the **Scan** button. Instead, the items are scanned with the basic PaperPort settings. Documents are scanned in Black and White in the PDF file format, and Photographs are scanned in Color in the JPG file format.

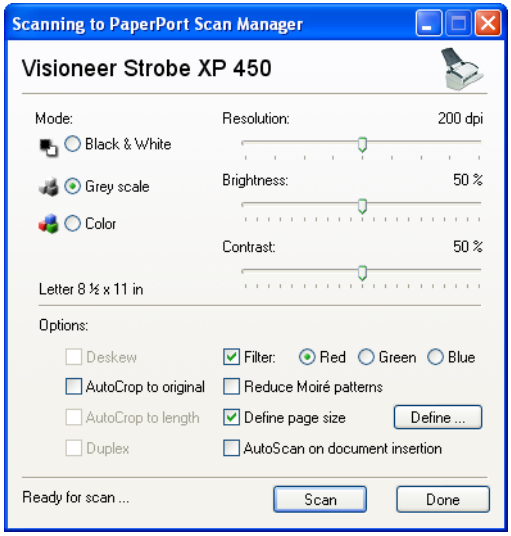


8. Click the **Scan** button on the Scan pane.

   The TWAIN interface opens. Use it to select scanning options and to start the scanner.

SCANNING WITH THE TWAIN INTERFACE

This TWAIN interface is lists the scanning options available with your scanner.Greyed out options are not available for your scanner.



The options on the TWAIN interface are:

Mode—Select a scanning mode:

Black&White to scan in black and white. The scanning pixels are all the same size and are either black or white. Use this setting for letters, memos, and other black and white material. This scan mode produces the smallest file size.

GreyScale to scan items such as documents containing drawings or black and white photographs. The scanning produces an image of up to 256 shades of gray. You can also scan a color document to turn its colors into gray shades. The file size is about one third that of a color scan.

Color to scan magazine articles, photographs, and other color images in full color. Color scans have the largest file size.

Resolution—Drag the slider to the right or left to adjust the dots per inch (dpi) of the resolution. The maximum resolution is 600 dpi; the minimum is 50 dpi. This option determines the amount of detail you can see in the scanned image. The higher the dpi setting, the sharper and clearer the scanned image. However, higher dpi settings take longer to scan and produce larger files for the scanned images. Usually the higher resolution settings are used for precision work, such as photographs or fine artwork.

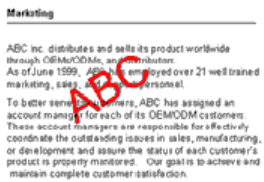
Brightness and **Contrast**—Sometimes an image is scanned with the brightness and contrast set too light or too dark. For example, a note written with a light pencil may need to be scanned darker to improve legibility. Increasing or decreasing the brightness makes the scanned image lighter or darker. Contrast refers to the difference between the lighter and darker portions of the image. Increasing the contrast emphasizes the difference between the lighter and darker portions, decreasing the contrast de-emphasizes that difference. Contrast is used in conjunction with brightness.

AutoCrop to Original—Select this option to let the scanner automatically determine the size of the item being scanned. For example, if you scan a 5" x 7" photo, the scanner will determine the size of the photo, and the scan area is the size of that photo.

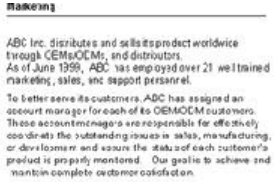
When using the AutoCrop to Original option, always use the paper guides on the scanner so the page is not skewed.

Filter—The Filter is the ability of your scanner to automatically remove a color from a scanned item. For example, if you are scanning a letter with a red watermark, you can choose to filter out the red so the scanned letter just shows the text and not the red watermark. The Filter option applies to the Black&White and GreyScale Modes.

The original with a red watermark over black text.

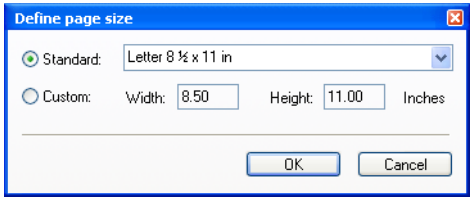


The scanned item with the red filtered out.



Reduce Moire Patterns—Moire patterns are wavy, rippled lines that sometimes appear on the scanned images of photographs or illustrations, particularly newspaper and magazine illustrations. Selecting **Reduce Moire Patterns** will limit or eliminate moire patterns in the scanned image. This option is only available for the Greyscale or Color Mode at 300dpi or less.

Define page size—Click this option to activate the **Define** button. Then click the **Define** button to see the **Define page size** dialog box for selecting a specific page size.



1. Click **Standard**, click the menu arrow and choose a page size from the list, or click **Custom** and enter the horizontal and vertical page dimensions in the boxes. The maximum size is 8.5" x 14". The units of measurement can be inches or millimeters. Click the name of the units, inches or mm (millimeters), to toggle between them.

2. Click **OK**.

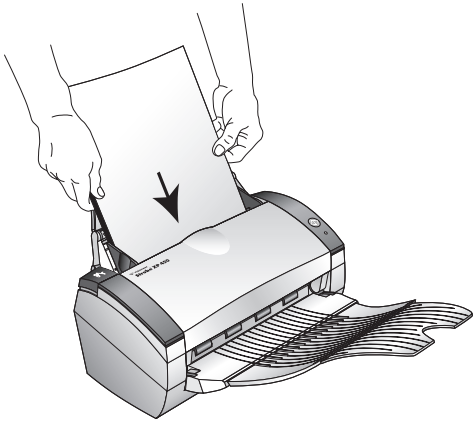
   The currently selected page size appears in the middle of the TWAIN interface on the lefthand side.

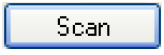
   The Define page size option cannot be used with **AutoCrop to Length** or **AutoCrop to original** options.

AutoScan on document insertion—Your Visioneer Strobe XP 450 scanner includes AutoLaunch technology that senses when an item is inserted into the automatic document feeder and starts scanning immediately. Select this option to turn on the AutoLaunch feature. The item is scanned with the current scan settings on the TWAIN interface. If this option is not selected, the scanner waits for you to click the **Scan** button.

To scan from the TWAIN interface:

1. When you're ready to scan, align the documents between the Paper Guides and load them with their tops into the automatic document feeder. Insert the pages face down.



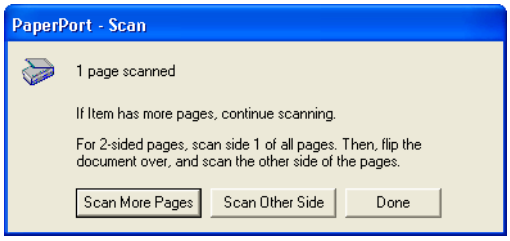


2. Click the **Scan** button (if the AutoScan feature is not turned on).

   The scanner starts scanning and a progress box opens.

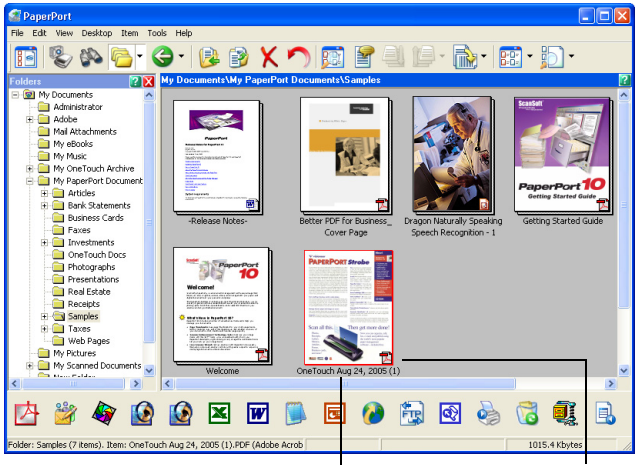
If the **Create single page items** check box is selected, all pages in the Automatic Document Feeder are scanned, the TWAIN interface closes, and each page is placed on the PaperPort Desktop as an individual file.

If PaperPort's **Create single page items** check box is not selected, the scanned pages are not placed on the PaperPort desktop until you indicate the scanning job is finished by clicking **Done** on the TWAIN interface then clicking **Done** on the **PaperPort-Scan** window.



If you are scanning a single page, the TWAIN interface closes automatically.

When scanning is complete, thumbnail images appear on the PaperPort Desktop.



A thumbnail image of the scanned item appears on the PaperPort desktop.

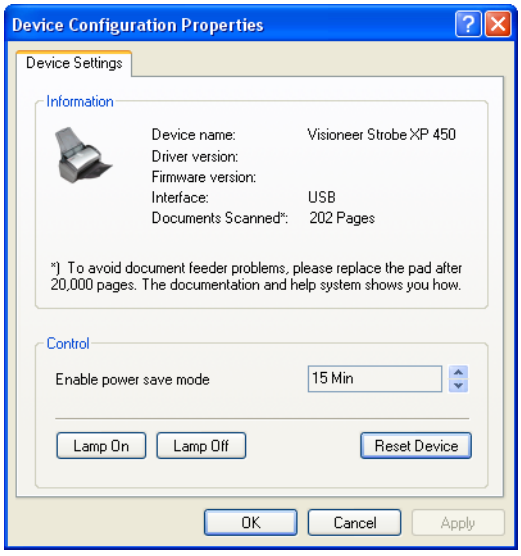
The small icon represents the file format, in this case the .pdf format.

DISPLAY THE DEVICE CONFIGURATION

1. Click the **Visioneer Strobe XP 450** icon in the top right corner of the TWAIN interface.

   The Device configuration window opens and shows the information about your scanner.

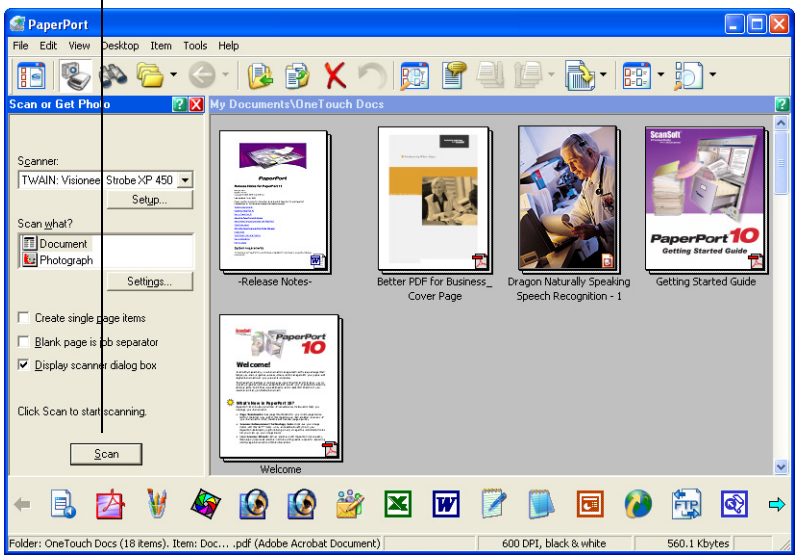
   See the section "Checking the Hardware and Setting the Lamp Power Save Mode" on page 84 for more information about the device settings.



SETTING UP PAPERPORT TO WORK WITH YOUR SCANNER

When you selected a scanning option from the Scanner drop-down list, either **TWAIN: Visioneer Strobe XP 450** or **WIA: Visioneer Strobe XP 450** (Windows XP only), the **Scan** button at the bottom of the panel should become active. If it doesn't, you need to set up PaperPort to work with your scanner.

If this Scan button is not active, you need to set up PaperPort to work with your scanner.

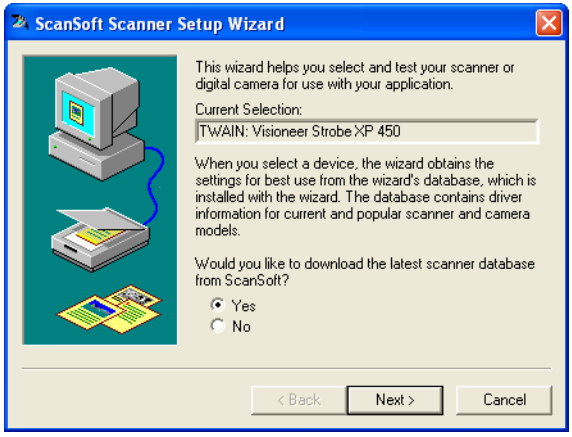


Note: Setting up PaperPort is a one-time-only process for each option from the Scanner drop-down list. Therefore, you may have to set up PaperPort once each for **TWAIN: Visioneer Strobe XP 450** and **WIA: Strobe XP 450**. The setup process, described below, is the same for each option. You will not have to set up PaperPort again for an option unless you uninstall the scanner and PaperPort software, then re-install them.

To setupPaperPort:

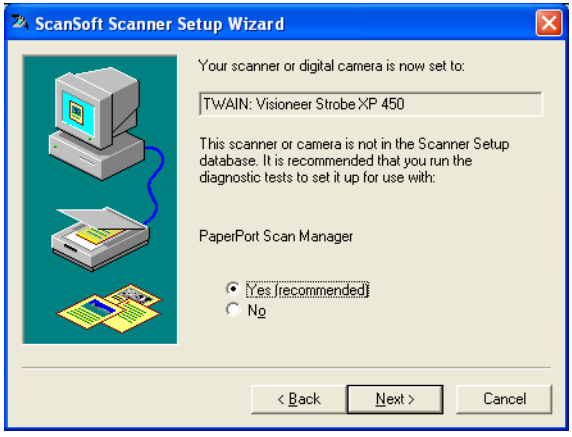
1. From the Scanner drop-down list, select one of the options, such as **Twain: Visioneer Strobe XP 450**.
2. Click the **Setup** button.

   A window opens to begin the setup process.



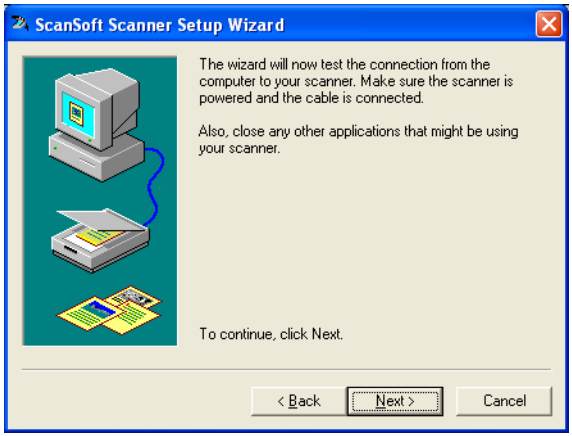
3. Click **Yes** then click **Next**.

   The next window offers you the option to run hardware diagnostics.



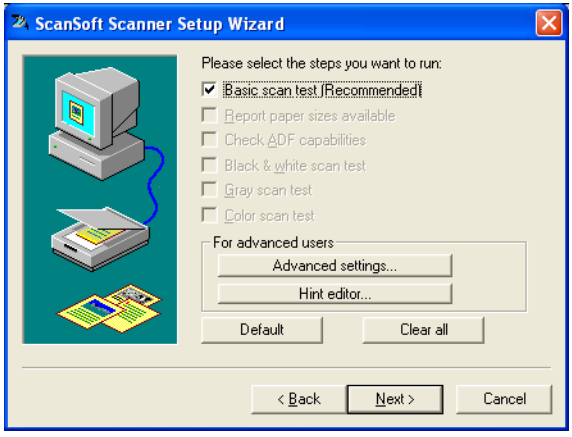
4. Click **Yes (recommended)** then click **Next**.

The next window is for checking the connection between your scanner and the computer.



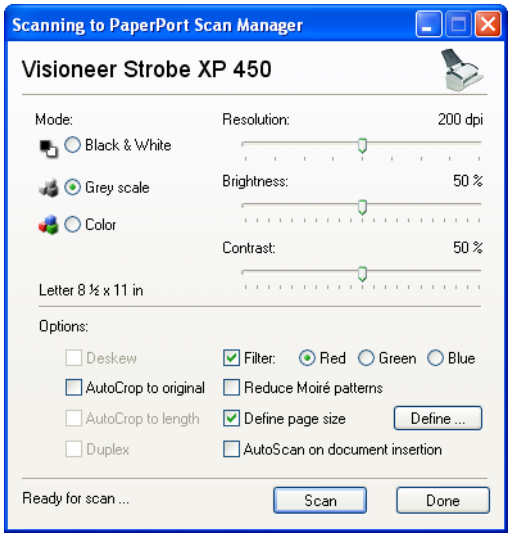
5. Click **Next**.

   After the Setup Wizard checks the connections, the next window is displayed. It has a series of setup options, but only the Basic scan test is necessary because your scanner was already tested and calibrated when you installed the OneTouch 4.0 software



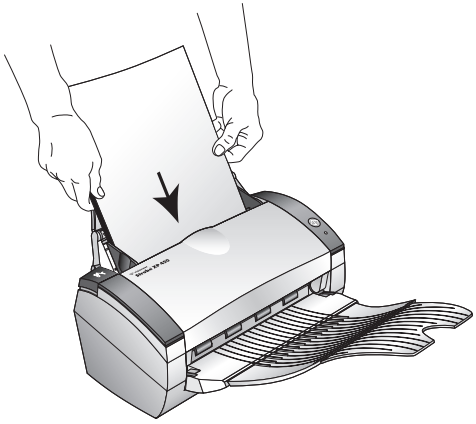
6. Click **Next**.

The TWAIN Interface opens.



Note: If you are setting up PaperPort for WIA, the WIA interface opens instead.

7. Insert a page into the scanner, face-down, and the **Scan** button on the TWAIN Interface will become active.



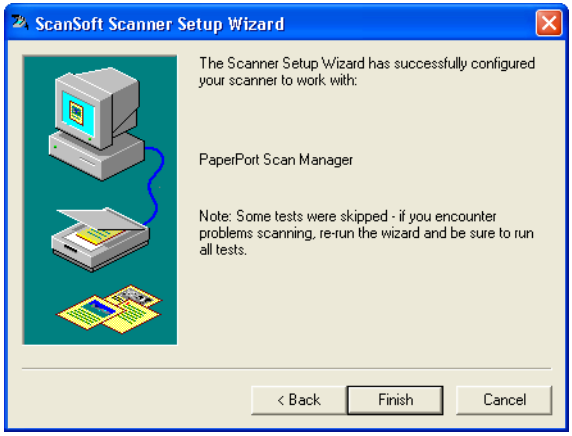
8. Click the **Scan** button on the TWAIN interface.

   The Setup Wizard runs the scan test.

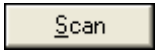
   A message window opens that says “Basic scan test passed.”

9. Click **Next** on the message window.

   The final Setup window opens to let you know the setup process is finished.



10. Click **Finish**.



PaperPort is now setup for the scanning option you selected (in the example above, it’s the TWAIN option) and the **Scan** button on the PaperPort window will now become active.

Scanning with the WIA Interface

Microsoft Windows includes its own set of options—known as Windows Image Acquisition (WIA)—for acquiring images from scanners, digital cameras, and other digital devices.

Note: Scanning with the Windows Image Acquisition (WIA) interface is only available if yur computer is running Windows XP.

Many Windows XP applications have commands to access WIA, including PaperPort. To access WIA from PaperPort choose **WIA: Visioneer Strobe XP 450** from the scanner drop-down list. See page 89.

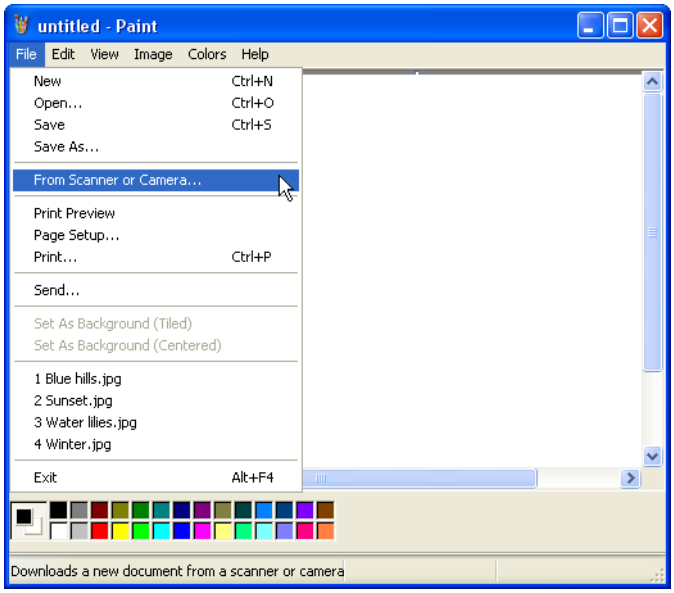
This section shows how to use Microsoft Paint to scan using the WIA interface.

To scan using WIA from Microsoft Paint:

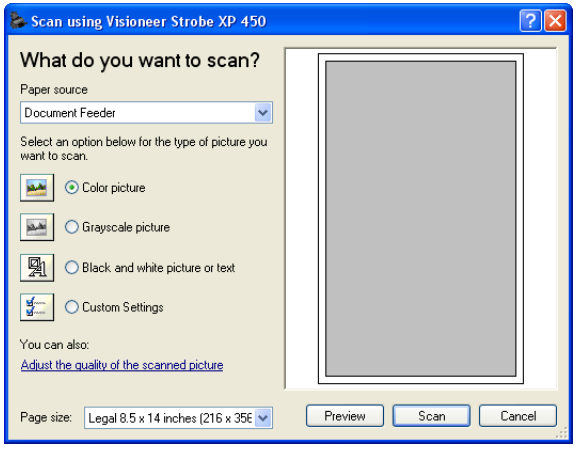
1. On the Windows taskbar, click **Start**, point to **All Programs**, point to **Accessories,** and then click **Paint**.

   The Paint window opens.

2. From the **File** menu choose **From Scanner or Camera**.



The scan window opens. Use this window to select scanning options and start the scan process.



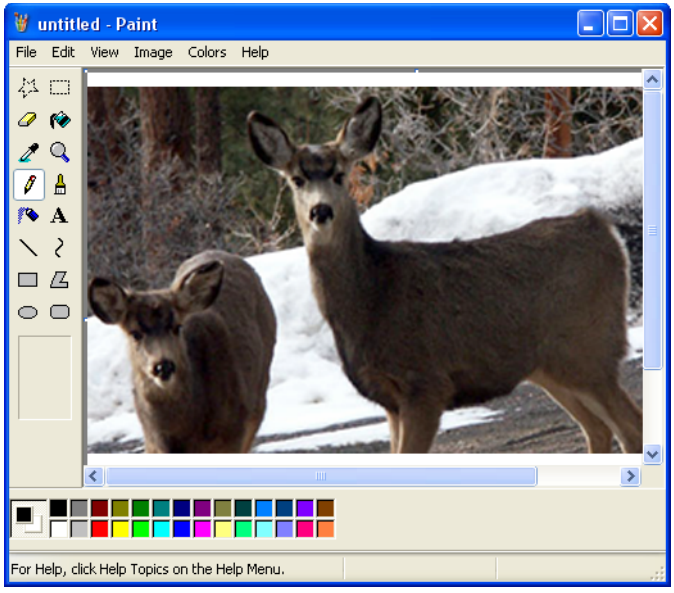
3. Click the button most appropriate for the item you're scanning.
4. Select a paper size from the Page Size list.

5. Click **Preview** to preview the image before scanning. The image is displayed on the right side of the window.

Note: If you preview when scanning a stack of documents, the first page of the stack feeds through the ADF for the preview. After adjusting the scanner settings, replace that page on the stack so it is scanned with the rest of the pages.

---

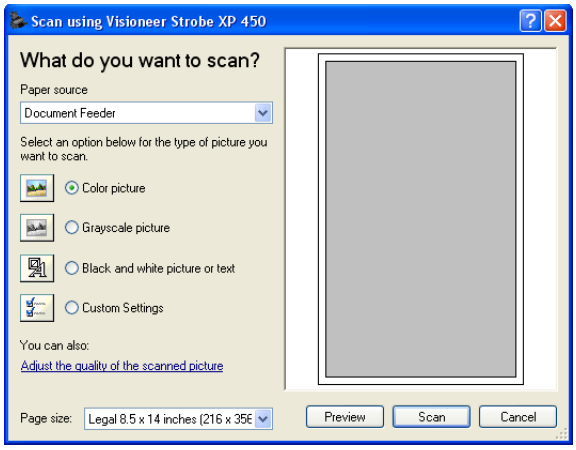
6. If necessary, adjust settings of the previewed image as desired:
   - Change the button selection for the type of image.
   - Adjust the custom settings; refer to the next section, "Fine Tuning Your Scans".
   - Click the **Page size** drop-down arrow and choose the size of the pages you're scanning.
7. Preview the image again. When you are satisfied with the image, click the **Scan** button.
8. The scanned images will appear in Microsoft Paint (or other TWAIN application you're using).



FINE TUNING YOUR SCANS

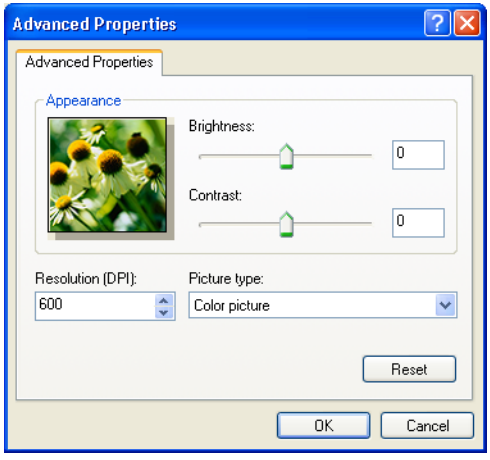
You can select new settings before you scan an item to fine tune exactly how you want to scan it.

To select the scanner settings before you scan:



1. On the scan window, click **Adjust the quality of the scanned picture**.

   The Advanced Properties dialog box opens.



2. Select the options for scanning.

   Brightness and **Contrast**—Drag the sliders to the right or left to adjust the brightness and contrast of the scanned image. The Contrast setting does not apply to the setting **Black and White picture or text**.

   Resolution (DPI)—Click the menu arrow and choose the dots per inch (dpi) of the resolution. The maximum resolution is 600 dpi; the minimum is 50 dpi. The higher the dpi setting, the sharper and clearer the scanned image. However, higher dpi settings take longer to scan and produce larger files for the scanned images.

   Picture type—Click the menu arrow and choose the most appropriate type for the item you're scanning.

3. Click **OK**.

   The Custom Settings button is now set to scan with the options you selected.

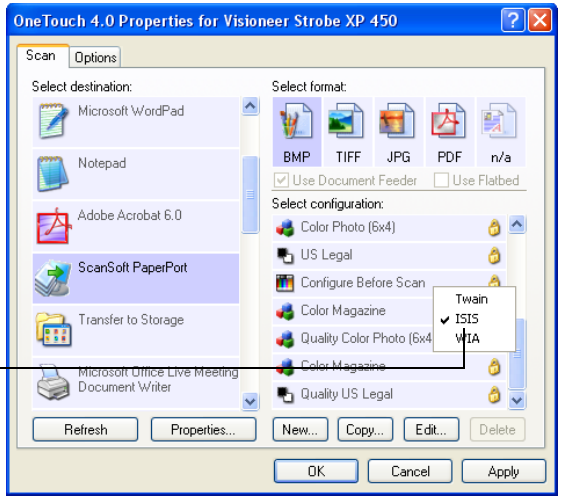
   If you want to reset the settings and start over, click **Reset**.

Scanning with the ISIS Interface

The ISIS interface for scanning is available using the Scan button when the OneTouch software is set to **Configure Before Scan** and the ISIS driver has been selected.

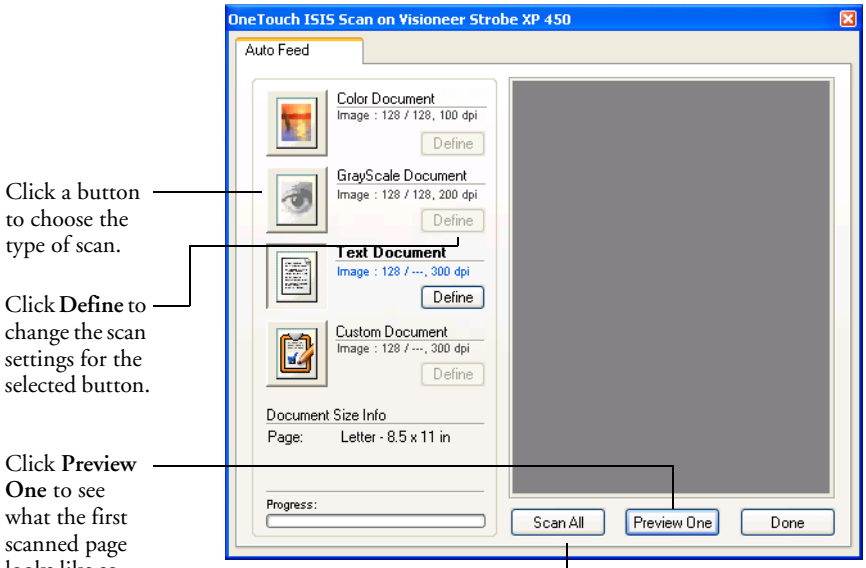
The interface is also available from ISIS scanning applications, such as the QuickScan application that you may have received with your scanner. If you are using an ISIS application to scan, please see its User's Guide for the steps to open the interface.

To open the ISIS interface from the OneTouch application, click on the **Configure Before Scan** configuration and select ISIS from the menu.



Right-click on **Configure Before Scan** to get the menu, and select ISIS to use it as the interface to configure before scan.

When you press the button to scan, the ISIS Scan window opens. Use this window to select scanning options and start scanning.



1. Click the button most appropriate for the item you're scanning.
2. Click **Preview One** to preview the image before scanning.

   The image is displayed on the right side of the window.

Note: If you preview when scanning a stack of documents, the first page of the stack feeds through the ADF for the preview. After adjusting the scanner settings, replace that page on the stack so it is scanned with the rest of the pages.

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3. Click the **Define** button and adjust the scan settings, if necessary.

   You can also click one of the other scan type buttons if you would rather scan with it. For example, if **Color Document** is selected you can click **GrayScale** in case you decide to scan with it instead.

4. When you're ready to scan, replace the preview page in its original position in your document then press **Scan All**.

   The document is scanned with the new scan settings.

ADJUSTING THE ISIS SCAN SETTINGS

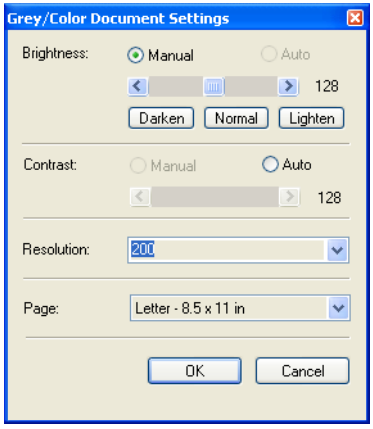
You can adjust the scan settings for the selected type of scan.

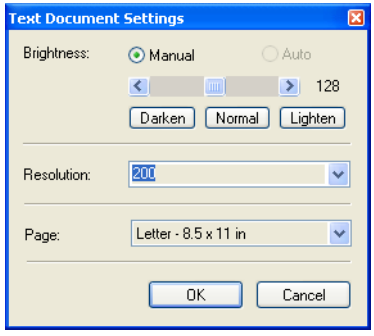
Note: Some of the options for the ISIS scan settings are "grayed out" and are not available. Grayed out options are not appropriate for your Visioneer Strobe XP 450 scanner.

To adjust the Color Document, GrayScale, or Text Document settings:

1. On the OneTouch ISIS Scan window, click the **Color Document** button, the **GrayScale** button, or the **Text Document** button, then click the **Define** button.

   The dialog box on the left opens for the Grey/Color Document Settings. The dialog box on the right opens for Text Document Settings. A Text Document scan is in Black and White.





Brightness—Drag the sliders or click the arrows to the right or left to adjust the brightness one unit at a time. Click the buttons **Darken**, **Normal**, or **Lighten** to move the slide in larger steps.

Contrast—Contrast is set automatically for Color Document or GrayScale Document. Because the Text Document option scans in Black and White, the contrast option does not apply.

Resolution—Click the menu arrow and choose a resolution (dpi). Your scanner can scan at up to 600 dpi.

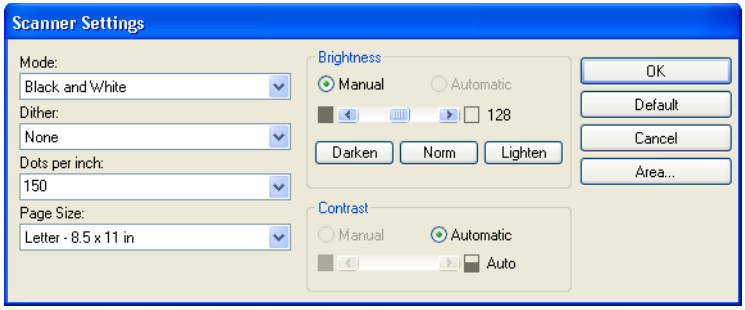
Page—Click the menu arrow and choose a page size. Your scanner can scan a page up to 8.5" x 14".

2. Click **OK**.

To adjust the Custom Document settings:

1. On the OneTouch ISIS Scan window, click the **Custom Document** button and click the **Define** button.

   The dialog box for Custom Settings opens.



Mode—Click the arrow and choose a scan mode.

- **Black and White**—The scanning pixels are all the same size and are either black or white. Use this setting for letters, memos, pen and ink drawings, and other black and white material. This setting produces the smallest file size for scanned items.
- **256-Level Gray**—Scans the image using up to 256 true shades of gray. Use this setting to scan black and white photographs and other higher quality black and white images. You can also scan a color photo with this setting to turn its colors into gray shades. The file size is about one third the size of a color scan.

- **24-Bit Color**—Scans the image in full color. Use this setting to scan color photographs and other color images. The file size is the largest of the scan mode options.

Dither—Only available if the **Mode** is **Black and White**. Click the menu arrow and choose a **Halftone** option or **Diffusion** from the list.

- **Halftone**—Converts the image so it appears to consist of gray tones. Halftones produce simulated gray tones by using black and white pixels of different sizes and is often used to produce newspaper and magazine images. Use this setting for lower resolution black and white images. The halftone settings also produce small file sizes.
- **Diffusion**—Also converts the image to gray tones, but diffuses the grays to nearby pixels to give the image a grainy, film-like texture. Diffusion is useful for viewing images on a black-and-white screen.The preview image shows the effect of your Dither selection so you can see which one is best for scanning.

Dots per inch—Click the menu arrow and choose a resolution (dpi). Your scanner can scan at up to 600 dpi.

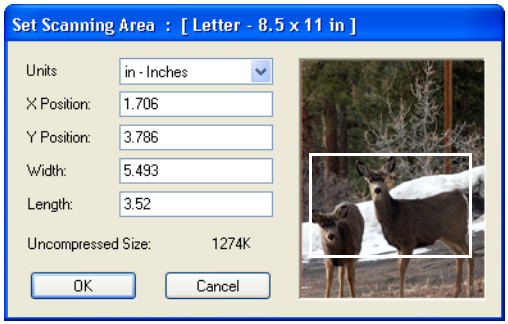
Page Size—Click the menu arrow and choose a page size. Your scanner can scan a page up to 8.5" x 14".

Brightness—Drag the sliders or click the arrows to the right or left to adjust the brightness in small increments. Click the buttons **Darken**, **Normal**, or **Lighten** to move the slide in larger steps.

Contrast—Drag the sliders or click the arrows to the right or left to adjust the contrast. Contrast is set automatically for Black and White scans.

2. To scan only a specific area of the image, click the **Area** button.

   The Set Scanning Area dialog box opens.



3. Click in the image and drag a rectangle around the area you want to scan.

   The boxes to the left show the relative position and size of the selected area.

   You can now move and resize the rectangle to adjust the specific area to scan.

4. To move the rectangle, put the crosshairs cursor in it, hold down the Ctrl key and drag the mouse.

   You can also type new numbers in the boxes on the left.

5. To resize the rectangle, click in the Width or Length boxes and type new measurements.

   To set the units of measurements, click the menu arrow for the Units box and choose the measurement units.

6. To start over with a new rectangle, click on the image and drag a new rectangle.

7. When the area is exactly what you want, click **OK**.

Now when you scan with the ISIS interface, only the selected area appears as an image in the Destination Application.

Maintenance

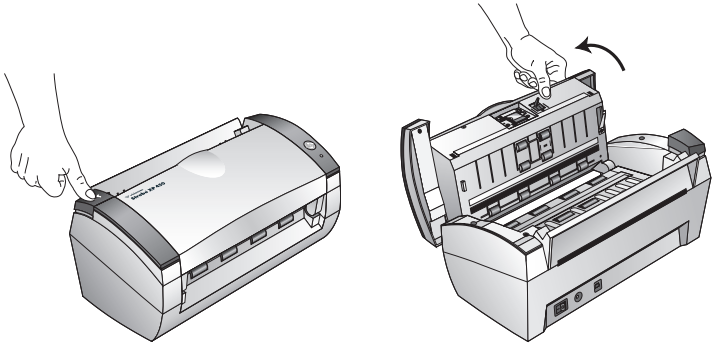
This section contains information on maintenance, troubleshooting, uninstalling, scanner specifications, and spare parts.

CLEANING THE AUTOMATIC DOCUMENT FEEDER

You may need to clean the ADF feed mechanism if your documents do not feed easily into the ADF, or several feed in at the same time.

To clean the ADF:

1. Dampen a soft cloth with some Isopropyl rubbing alcohol (95%).
2. Press the ADF cover release on the top left of the scanner body to open the automatic document feeder cover.



3. Wipe the feed roller from side to side. Rotate the roller to clean its entire surface.

Note: Please be careful when cleaning the roller. The roller is designed to rotate in one direction only. As you're cleaning the roller, make sure it rotates easily, and continue rotating it in that direction while wiping it clean. Do NOT force the roller to rotate in the opposite direction. Forcing the roller to rotate will damage it, and may cause the scanner to feed pages incorrectly.

---

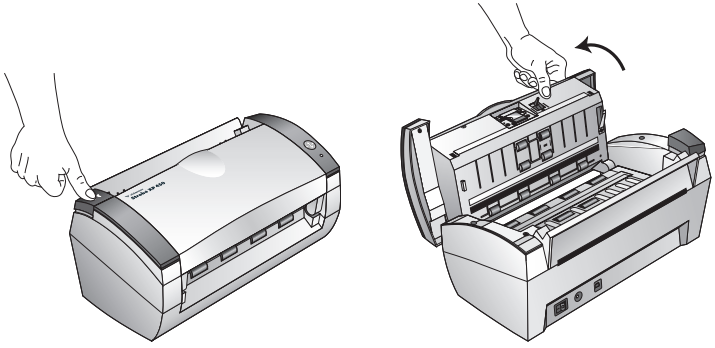
4. Wipe the pad from top to bottom. Be careful not to snag the cloth on the springs on either side of the pad.
5. Close the cover when you're finished.

CLEARING PAPER JAMS

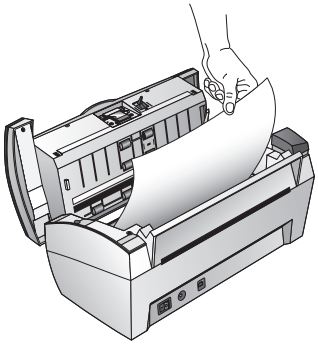
If your scanner stops scanning due to a paper jam in the Automatic Document Feeder, a warning dialog box opens after a few moments.

To clear a paper jam:

1. Press the ADF cover release on the top-left of the scanner body to open the Automatic Document Feeder cover.



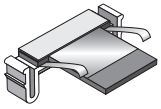
2. Remove the jammed paper and close the cover.



To reduce the number of paper jams, smooth and straighten the paper before scanning and adjust the guides to the paper size.

REPLACING THE ADF PAD ASSEMBLY

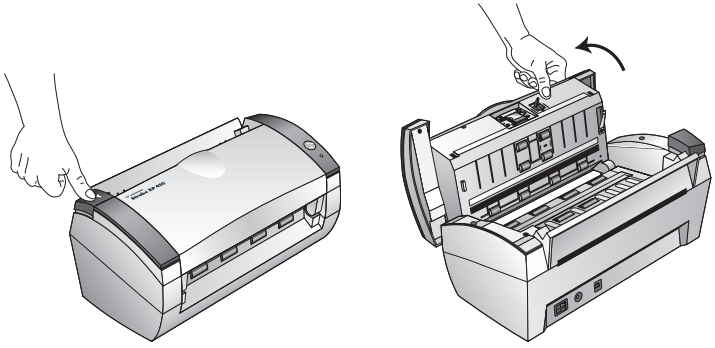
The ADF pad will wear out and is designed to be a user-replaceable part. Problems with documents feeding into the ADF is an indication that the pad is wearing thin.



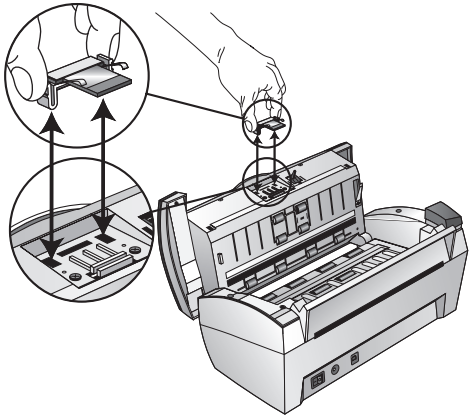
See the "Visioneer Strobe XP 450 Scanner Parts List" on page 122 for ordering information.

To replace the ADF Pad assembly:

1. Press the ADF cover release on the top left of the scanner body to open the Automatic Document Feeder cover.



2. Squeeze the plastic clamps that hold the pad assembly in place and lift the pad up and out



3. Reverse the procedure to replace the new pad into its slots.

TROUBLESHOOTING

In addition to the troubleshooting information contained in this section, please see the Readme file on your installation CD. The Readme file contains additional information that may help you diagnose problems with the scanner.

If you try the troubleshooting procedures described in this section and in the Readme file, and the scanner still has problems, you may have a malfunctioning scanner. Refer to the technical support card that you received with your scanner. Also visit our web site at www.visioneer.com for additional technical information.

Problem: The scanner won't scan. What's wrong?

Check for one of these possible problems:

- **Are the cables loose or not plugged in securely?** Inspect the cable connections. Make sure the cables are plugged in securely.
- **Is the scanner's status light on?** Turn on the scanner's power. If the status light doesn't come on, plug the power supply into another electrical outlet.
- **Did you restart the computer after installing the software?** If you didn't restart the computer, it may not have loaded all of the software files. Try restarting your computer.
- **Did you plug the scanner into a USB hub?** If you're using a USB hub to connect the scanner, the hub must have its own power supply. If the hub does not have its own power supply, plug the scanner into a USB port on the computer.
- **Did you select another scanning source in the PaperPort Scan Pane?** If you use multiple devices with your computer, you may have selected another source for images. Start the PaperPort software and click the **Scan** icon, then make sure **Visioneer Strobe XP 450** is selected as the scanner.

Problem: During installation I got the error message: PaperPort Installation is not complete. What do I do?

The installation procedure was not successful. You need to reinstall the PaperPort software.

Problem: With AutoCrop to Original selected, sometimes I get blank pages, or pages with lines. What's wrong?

The pages were probably scanned in crooked, or skewed. To use AutoCrop to Original, the pages must be scanned in straight. Adjust the paper guides on the scanner so pages feed in straight.

Problem: I got the error message: PaperPort cannot allocate enough memory to perform internal critical operations. What do I do?

Close any other active applications so that additional memory is available. If you click Continue, PaperPort moves the file to the PaperPort data directory and renames the file with the prefix "bad". This allows you to recover the file later.

To recover the file, you can import it into PaperPort by using the Import command in the File menu.

Problem: The installation will not complete successfully. If installation finishes, the scanner's OneTouch 4.0 options do not seem to work properly. What do I do?

A likely cause is that some driver programs are already installed on your computer for another scanner. They are interfering with the installation and OneTouch options, and you need to remove those other drivers and re-install your Visioneer Strobe XP 450 scanner. Please see the documentation that you received with the other scanner for the steps to remove its driver programs. You can also use the basic steps in the section "How to Uninstall Your Scanner" on page 119, but in Step 3, instead of uninstalling OneTouch 4.0, uninstall the other scanner's driver programs. After uninstalling the other scanner's driver programs, uninstall OneTouch 4.0 using the steps on page 119, then reinstall it using the steps on page 7.

STATUS LIGHT TROUBLESHOOTING CODES

A green status light indicates the normal state of the scanner.

NORMAL OPERATION

- **Blinking green:** indicates the scanner is waking up from power saving and preparing to scan.
- **Steady green:** indicates the scanner is ready to scan.

ERROR CODES

If your scanner experiences hardware problems, the status light will blink red. The number of times it blinks indicates the error code.

The table below describes the error codes.

Flashing Code	Problem Description	Solution
6	The scanner's cover is open.	Close the scanner cover and make sure it attaches completely.
9	Paper jam	See "Clearing Paper Jams" on page 114.
All Other Codes	An internal part in the scanner may have malfunctioned.	Re-boot your computer. If the problem persists, contact Visioneer Technical Support.

HOW TO UNINSTALL YOUR SCANNER

To uninstall the Visioneer Strobe XP 450 scanner, remove the OneTouch 4.0 scanner software first, and then remove PaperPort, or other scanner software.

STEP 1: UNINSTALLING THE ONETOUCH 4.0 SCANNER SOFTWARE

1. On the Windows taskbar, click **Start**, point to **Settings**, then click **Control Panel**.
2. Double-click the **Add or Remove Programs** icon.

   The Add or Remove Programs window opens. Make sure the **Change or Remove** option is selected.
3. Select O**neTouch 4.0** then click the **Remove** button.
4. An "Add or Remove" message box opens and asks if you are sure you want to remove OneTouch 4.0 from your computer. Click **Yes**.

   The OneTouch 4.0 software is removed from your computer.
5. **Unplug the scanner USB cable from the scanner.**
6. Close all open windows and reboot (restart) your computer.

STEP 2: UNINSTALLING THE PAPERPORT SOFTWARE

1. On the Windows taskbar, click **Start**, point to **Settings**, then click **Control Panel**.
2. Double-click the **Add or Remove Programs** icon.

   The Add or Remove Programs window opens.
3. Select **PaperPort** and click **Remove**.
4. An "Add or Remove" message box opens and asks if you are sure you want to remove PaperPort from your computer. Click **Yes**.

   The PaperPort software is removed from your computer.
5. Close all open windows and reboot (restart) your computer.

TO INSTALL ANOTHER DRIVER

Before you can install another driver for your scanner, you must remove the currently installed driver first. Then the new driver can be installed.

1. Uninstall the OneTouch 4.0 driver.
   a. Open the Windows Control Panel.
   b. Double-click the **Add or Remove Programs** icon.
   c. Select OneTouch 4.0 then click on the **Remove** button.
   d. An "Add or Remove" message box opens and asks if you are sure you want to remove OneTouch 4.0 from your computer. Click **Yes**.

   The OneTouch 4.0 software is removed from your computer.
2. **Unplug the scanner USB cable**.
3. Reboot (restart) your computer.
4. Follow the instructions in "Step 2: Install the Software" on page 7 of this User Guide and follow steps for installing one of the other driver options.

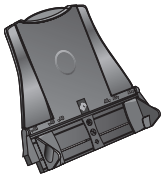
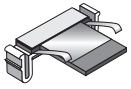
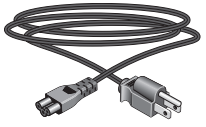
Note: The OneTouch 4.0 driver is required for the Scan button to function. If you select a driver without OneTouch 4.0, the Scan button will not initiate scanning.

VISIONEER STROBE XP 450 SCANNER SPECIFICATIONS

Optical resolution	600 x 1200 dpi
Bit depth	48-bit color (internal)
Maximum item size	8.5" x 14"
Minimum item size	3.5" x 2" (automatic document feeder)
Scan method	Automatic document feeder (ADF)
ADF specifications	
Scanning Speed	20 pages per minute @ 200 dpi B&W
Capacity	50 sheets
Paper Thickness	16 - 28 lbs. (0.002" - 0.006")
Light source	Cold cathode fluorescent lamp
Interface	USB 2.0 High Speed
Scanner dimensions	
Height	12.5 inches (31.75 cm)
Width	13.25 inches (33.66 cm)
Length	17 inches (43.18 cm)
Weight	8.6 pounds (3.91 kg)
Operating temperature	50°–104° F (5°–35° C without condensation)
Relative humidity	40%–70% (@35° C without condensation)
Power adaptor	DC Jack, 24Vdc/2.0A (48W), 100-240Vac, Energy Star and RoHS compliant
Power consumption	≤ 30 Watts (during operation); ≤ 20 Watts (on standby); ≤ 6 Watts (power save after 15 minutes without scanning, can be adjusted by software); ≤ 1 Watt (power off)
Power cord	AC, US, 3P, 10A/125V, 180 cm, 3C, 18AWG, RoHS compliant
USB cable	185 cm, 28AWG, with core, RoHS compliant
Safety and agency certifications	UL, C-UL, FCC Class B, CE, TUV/GS, WEEE

VISIONEER STROBE XP 450 SCANNER PARTS LIST

Please use the following part names and numbers when ordering replacements for your scanner.

	Part Name	Part Number
	Input Tray	57-0101-000
	Output Tray	57-0102-000
	ADF Pad	57-0103-000
	USB Cable	35-0107-000
	AC Power Cord	35-0103-000
	Power Supply	37-0076-000

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05-0567-600