Image Access

Bookeye® 4

V3

V2

Operation Manual

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Introduction

Dear Customer

We congratulate you on the acquisition of this innovative product from Image Access.

At Image Access, we are proud of the work we do; our products are the result of our extremely high production standards and stringent quality control.

With the Bookeye® 4, Image Access offers an efficient V-cradle book scanner which covers a wide range of applications due to its versatility. The integrated web based user interface enables access to all functions via a structured set of menus.

This operation manual is designed to lead you through the most typical situations experienced when operating the Bookeye® 4 scanner.

The Bookeye® 4-V2 models differ from the model Bookeye® 4 -V3 model in the house sizing and for this reason in the maximum scan area.

For this reason, we ask you to read the operation manual attentively before starting to work with the device. By doing so, you will avoid operation errors and you can control all functions effectively from the beginning.

In addition, please consider the following points:

- Damages to your unit may have occurred during shipping. Please check for damages immediately after delivery of the unit. Inform your supplier if damage has occurred.
- Read and ensure that you understand the safety notes. They were developed for your protection and safety as well as to protect the unit.
- Regular maintenance conserves the high quality and safety of the Bookeye® 4 scanner during the entire service life.

If you have any further questions, please feel free to contact your local dealer or Image Access, Inc. directly. Our staff will be happy to help you.

For your daily work with the Bookeye® 4, we wish you success and complete satisfaction.

Regards

Your Image Access Team

About this Manual

Operation Manual

The **Operation Manual** provides all necessary information pertaining to the normal operation and behavior of the device. It is written for people who only operate the device and do not perform setup and adjustment procedures. All device elements and software functions are described in detail, although some of them might never be used. This manual does not cover any application software. Refer to the appropriate manual to learn about the application software.

This manual is divided into sections.

Section A contains the safety notes and the safety precautions. These safety precautions must be followed carefully to avoid injury to the user while working with the scanner.

Section B describes the scanner hardware and the first steps to take after the device has been delivered. It contains also some maintenance information.

Section C describes special functions like “Finger Removal” and “Splitting function” and how to avoid incorrect operation.

Section D describes touchscreen operation and the functions of the applications.

Section E gives a short introduction and basic information about the new user browser interface ScanWizard. All details about the interface can be found in the integrated “Help” texts in the scanner.

Section F informs about the setup levels in general and describes the access level **User** in detail.

Section G contains all technical information of the scanner and the manufacturer declarations concerning safety and electromagnetic compatibility (EMC).

Version History

Version	Published in	Content/Changes/Supplements
A	January 2011	Some modifications in S2N menu “Properties”. “Thumb removal” function added. Touchscreen menus modified. USB media list added (chapter C.3.9.2).
…	…	…
E	June 2014	The manual bases on version D2 of the Bookeye® 4 manual. The smaller model Bookeye® 4–V3 has been added. Model specific chapters for Bookeye® 4–V3 added. Table of contents and table of pictures reworked.
E2	September 2014	Content of chapter A.10.5 changed. It describes now the handling of the optional V-shaped glass plate. Former chapter A.10.5 renumbered to A.10.6. Table of technical data updated.
F	January 2015	Chapter A.10.5 reworked. New model Bookeye® 4–V2 Professional Archive introduced.
F2	July 2015	Laser warning for laser class 2M added.
G	December 2015	Chapters in new order. Description of the ScanWizard touchscreen interface added.

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A Safety Notes

A.1 Safety Notes

Read and ensure that you understand the safety notes.

The safety notes have been written to ensure your protection and for your safety.

Follow all safety notes to avoid damage to the device.

A.1.1 Marking of Safety Notes

All safety notes are marked with a warning sign.

A description of the potential hazard is found at the right side beside the warning sign.

WARNING!

<Text with description of potential hazard.>

A.1.2 Laser Safety Note

CAUTION!

Laser Class 1

Do not stare into beam!

Certified acc. IEC 60825-1:2008-05

LASER RADIATION

DO NOT STARE INTO THE BEAM OR VIEW
DIRECTLY WITH OPTICAL INSTRUMENTS
CLASS 2M LASER PRODUCT

Wavelength: 630-670nm
Max. Power: 5mW
≥ 7.5mrad

Certified acc. IEC 60825-1:2008-05

F-A.1 Notes de sécurité

Lisez ces notes de sécurité et veillez à bien les comprendre.

Ces notes ont été rédigées pour assurer votre protection et votre sécurité.

Respectez toutes les notes de sécurité pour éviter d'endommager le dispositif.

F-A.1.1 Marquage des notes de sécurité

Toutes les notes de sécurité sont marquées par un panneau d'avertissement.

Vous trouverez une description du risque de sécurité à droite, à côté du panneau d'avertissement.

MISE EN GARDE!

<Texte avec description du danger potentiel.>

F-A.1.2 Marquage des notes de sécurité du laser

ATTENTION!

Laser Classe 1
Certifié conformément à IEC 60825-1:2008-05

Ne regardez pas dans le faisceau !

RAYONNEMENT LASER

NE PAS REGARDER DANS LE FAISCEAU
NI À L'OEIL NU NI Á L'AIDE D'UN
INSTRUMENT OPTIQUE
APPAREIL Á LASER DE CLASSE 2M

Longueur d'onde: 630-670nm
Performance max.: 5mW
≥ 7.5mrad
Certifié conformément à IEC 60825-1:2008-05

A.2 Safety Precautions

Warning: Please read all the safety precautions before you operate the scanner. Serious injury can occur to you or to others if you do not know how to use it safely.

To prevent fire or shock hazard, **do not expose** this device to rain or any type of moisture.

Follow all safety precautions to avoid personal injury or damage to the device.

1. Openings in the scanner's housing are provided for air circulation. Do not cover or block the openings.
2. Do not place the scanner near a heat or cold emitting source such as a space heater, furnace, or air conditioning unit.
3. Do not place the scanner near any devices or electrical boxes emitting high voltage.
4. Always place the scanner on a stable surface.
5. Do not place cups containing liquids or other such objects on the scanner or on the book cradles. If liquid spills into the scanner it can cause damage. If this occurs, turn the scanner off, unplug the power cord from the wall receptacle and contact the Image Access Technical Support.
6. Do not put any objects into any scanner housing openings unless specifically instructed to do so by Image Access Technical Support.
7. Do not disassemble the scanner. If there is a need to disassemble the scanner, please contact the Image Access Technical Support.
8. Do not use the scanner if it has been physically damaged. If this occurs, turn the scanner off, unplug the power cord from the wall receptacle and contact the Image Access Technical Support.
9. The scanner should be used only with the power supply that is delivered with the scanner. If you are unsure, please contact the Image Access Technical Support.
10. Image Access recommends plugging the scanner into an appropriately-rated power conditioner.
11. Always turn the power off and unplug the power cord from the wall receptacle before cleaning the scanner.
12. When cleaning, do not use any type of solutions, abrasives, or acids such as acetone, benzene, kerosene, mineral spirits, ammonia, or nitric acid. Do not use any cleaners that contain these chemicals.
13. Do not spray any liquids directly onto the scanner. Spray cleaning fluids directly onto the cleaning cloth and use the cloth to clean the scanner.

F-A.2 Précautions de sécurité

Mise en garde: Veuillez lire toutes les précautions de sécurité avant de faire fonctionner le scanner. Vous risquez de graves blessures, sur vous-mêmes ou sur autrui, si vous ne savez pas comment vous en servir en toute sécurité.

Pour éviter tout risque d'incendie ou de commotion, **n'exposez pas** cet appareil à la pluie ou à une humidité quelconque.

Respectez toutes les notes de sécurité pour éviter de vous blesser ou d'endommager le dispositif.

1. Des ouvertures sont pratiquées dans le boîtier du scanner pour la circulation de l'air. Ne couvrez ou n'obstruez pas ces ouvertures.
2. Ne placez pas le scanner à proximité d'une source de chaleur ou de froid telle qu'un radiateur électrique portatif, un poêle ou un appareil de climatisation.
3. Ne le placez pas près d'appareils ou de boîtiers électriques émettant une haute tension.
4. Posez toujours le scanner sur une surface stable.
5. Ne posez pas de tasses contenant des liquides ou d'autres objets similaires sur le scanner ou sur les berceaux de livres. Si un liquide est répandu sur le scanner, il risque de l'endommager. Si cela se produit, éteignez le scanner, débranchez le cordon d'alimentation de la prise de courant murale et contactez l'Assistance Technique de Image Access.
6. N'introduisez pas d'objets dans les ouvertures du boîtier du scanner, sauf si l'Assistance Technique de Image Access vous en donne l'instruction.
7. Ne démontez pas le scanner. Si vous êtes obligé de démonter le scanner, veuillez contacter l'Assistance Technique de Image Access.
8. N'utilisez pas le scanner s'il a été endommagé physiquement. Si cela se produit, éteignez le scanner, débranchez le cordon d'alimentation de la prise de courant murale et contactez l'Assistance Technique de Image Access.
9. Le scanner devrait uniquement être utilisé avec l'alimentation électrique qui est fournie avec le scanner. En cas de doute, veuillez contacter l'Assistance Technique de Image Access.
10. Image Access recommande de brancher le scanner sur un climatiseur électrique d'une puissance appropriée.
11. Coupez toujours l'alimentation électrique et débranchez le cordon d'alimentation de la prise de courant murale avant de nettoyer le scanner.
12. Pour ce nettoyage, évitez d'utiliser des solutions, des abrasifs ou des acides quelconques tels que l'acétone, le benzène, le kérosène, des alcools minéraux, de l'ammoniac ou de l'acide nitrique. N'utilisez pas de nettoyants contenant ces produits chimiques.
13. Ne pulvérisez pas de liquides directement sur le scanner. Pulvérisez les liquides de pulvérisation directement sur le chiffon de nettoyage et utilisez-le pour nettoyer le scanner.

A.3 Certification

All safety requirements of the following standards are fulfilled by the Bookeye® 4 scanner:

IEC 60950-1, International Safety Standard for Information Technology Equipment

UL 60950-1, Safety for Information Technology Equipment (US standard)

CAN/CSA C22.2 No.60950-1, Safety for Information Technology Equipment (Standard of Canada)

EN 60950-1, Safety for Information Technology Equipment (European standard)

All approval marks of the above named tests can be found on the type label of the device.

B Hardware

B.1 Content on Delivery

B.1.1 Bookeye® 4 V2

The scanner is delivered in a wooden transport box.

Picture 1: Bookeye 4 scanner in transport box

The transport box contains the scanner, accessories and reference targets for testing purposes.

The box marked with (**1**) contains:

- A foot pedal switch.
- Patch cable, length 3 meters.
- Recovery Key with instructions.
- External power supply with power cable.

The folder with four CSTT-1 reference targets, two White Reference targets BE4-Z-V2-A, and the manuals are placed at the cardboard slide-in below the scanner.

Please note: Keep the wooden transport box for future shipments! If the scanner needs to be returned to depot, it must be sent back in the original transport box to avoid transport damages.

B.1.2 Bookeye® 4 V3

The scanner is delivered in a cardboard transport box.

The scanner is fixed in the transport box with special plastic foam elements.

The transport box contains the scanner, an accessory box and reference targets for testing purposes.

Open the transport box at the upper side.

Picture 2: Accessory box in cardboard box

On top of the transport box the accessory box is visible. It contains the accessories and the manuals.

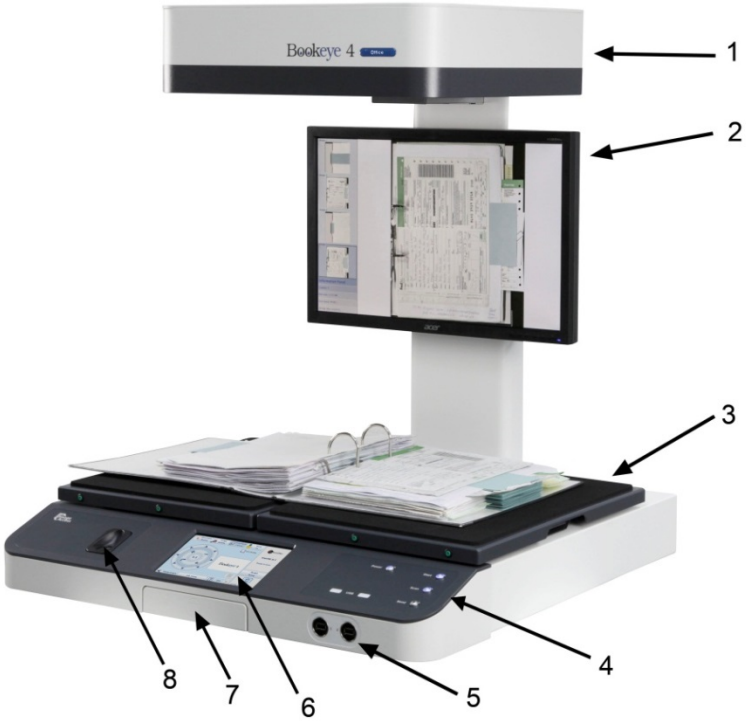
The accessory box contains:

- External power supply with power cable.
- A foot pedal switch.
- Recovery Key with instructions.
- Patch cable, length 3 meters.
- Power cable for external monitor.
- Manuals.

Picture 3: Content in accessory box

B.2 Device Overview

Valid for Bookeye® 4 V2 and Bookeye® 4 V3. Differences will be marked.



Picture 4: Elements of the Bookeye 4 V2

Some of the major components of the Bookeye® 4 scanner have been identified in the above picture. These components are referenced in this operation manual.

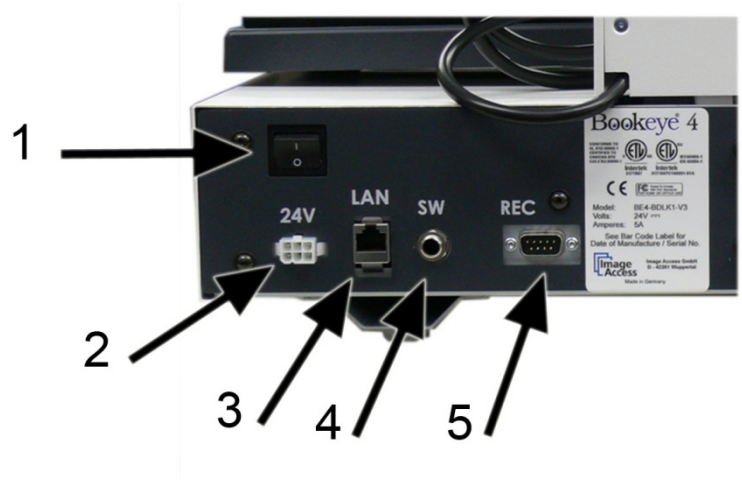
The Bookeye® 4 scanner main hardware elements are:

1. Camera head. The camera head contains the camera, the red light laser, and the lamps.
2. TFT flat screen. Shows the scanned image. All modifications of an image, e.g. color mode or scan size, will be displayed immediately on the TFT flat screen.
3. V-shaped book cradle. Can be fixed in “V” position or lie in a flat position. The opening angle of the book cradle plates in V-position is 120 degree.
4. Front panel. On the front panel, two USB indicators (Bookeye® 4 V3 one indicator) for the USB ports, the “Power” button, and buttons for scanner operation can be found. The number and function of the buttons depend on the scanner version.
5. Two USB ports / Bookeye® 4 V3 one USB port to connect external storage media to the scanner.
6. 7 inch color WVGA touchscreen: The touchscreen provides access to all functions directly from the scanner.
7. Pad holder. A place to put an iPad, Android tablet or smart phone when operating the scanner using the scanning application Scan2Pad®. Only with Bookeye® 4 V2 Kiosk.
8. Fingerprint reader. Enables identification of users by their fingerprint. Only with Bookeye® 4 V2 Office.

B.2.1 Connectors on the Rear Side

For easy orientation, the connectors found on the rear side of the scanner are depicted in the following picture and described below.

The rear side has a plastic cover. Above the four connectors (#2 to #5) embossed abbreviations help to find the matching connector.



Picture 5: Connectors on the rear side

1. Main power switch. Set the main power switch to position "**I**" to set the Bookeye® 4 scanner to standby mode.
2. 24V: Connector for external power supply.
3. LAN: Network connector. Insert a network cable for access to the scanner via the integrated Scan2Net® user interface.
4. SE: Foot pedal connector.
5. REC: Serial port / connector for Recovery key.

F-A.3 Aperçu du dispositif

Valable pour Bookeye® 4 V2 et Bookeye® 4 V3. Différences seront marquées.

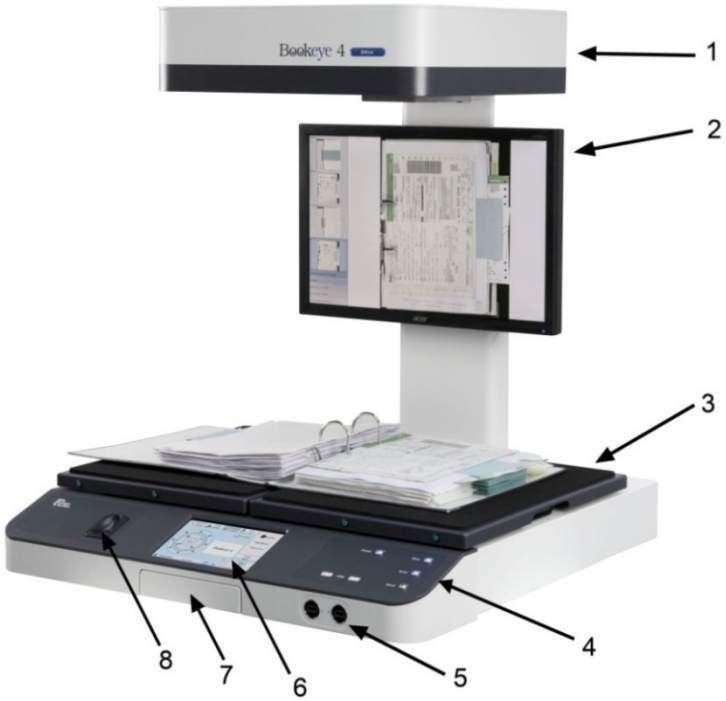


Photo 1: Eléments du Bookeye 4

Certains des éléments essentiels du scanner Bookeye® 4 ont été identifiés sur la photo ci-dessus. Ces éléments sont des références dans ce manuel d'utilisation.

Les éléments essentiels du scanner Bookeye® 4 sont :

1. Tête de caméra. La tête de caméra contient la caméra, le laser à réticule de lumière rouge, et les lampes.
2. Ecran plat TFT. Affichage l'image numérisée. Toutes les modifications d'une image, par ex. le mode de couleur ou la taille de numérisation, seront immédiatement affichées sur l'écran plat TFT.
3. Berceau de livre en forme de V. Peut être fixé en position "V" ou couché en position plate.
4. Panneau frontal. Sur le panneau frontal on trouve deux ports USB (Bookeye® 4 -V3 un port USB), le bouton „Power", les boutons de commande et l'écran tactile. Le nombre et fonction des boutons dépend de la version du scanner.
5. Deux ports USB (Bookeye® 4 -V3 un port USB). Utilisé pour connecter des supports de stockage externes au scanner.
6. Ecran tactile : L'écran tactile affiche tous les menus utilisés pour paramétrer et commander le scanner Bookeye® 4.
7. Support de Pad. Un endroit sûr pour mettre un iPad, tablette Android ou Smartphone lorsque vous utilisez le scanner à l'aide de l'application de numérisation Scan2Pad ®. Pas avec toutes les versions de scanner.
8. Lecteur d'empreintes digitales. Permet l'identification des usagers par leur empreinte digitale. Seulement avec la version de scanner "Office".

F-A.3.1 Connecteurs sur le côté arrière

Pour faciliter l'orientation, les connecteurs du côté arrière du scanner sont illustrés sur la photo ci-après et décrits ci-dessous.

La face arrière dispose d'un couvercle en plastique. Au-dessus de la position des quatre connecteurs (# 2 à # 5) inscriptions en relief aident à trouver le connecteur correspondant.

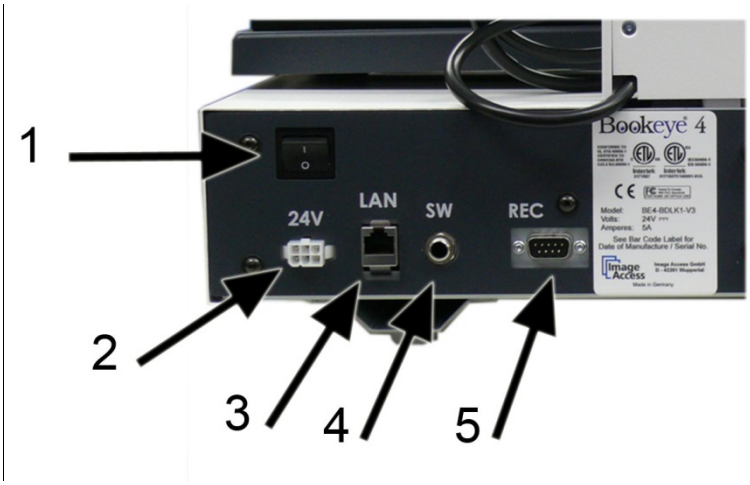


Photo 2: Connecteurs sur le côté arrière

1. Interrupteur électrique principal. Amenez l'interrupteur électrique principal sur la position **I** pour régler le scanner Bookeye® 4 sur le mode de veille.
2. Connecteur d'alimentation électrique extérieure.
3. Connecteur de réseau. Introduisez un câble de réseau pour accéder au scanner par l'interface utilisateur Scan2Net intégrée.
4. Connecteur destiné à la pédale.
5. Port série / connecteur de la clé de récupération.

B.3 Connecting the Power Source

Before connecting the scanner to the external power supply and the power supply to the electrical outlet, check the following items:

Ensure the electrical outlet is in perfect condition and that it is properly grounded.

Ensure that the electrical outlet is equipped with a fuse with the proper capacity.

The electrical outlet must be near this device and must be easily accessible.

Inspect the power cable and ensure that it is undamaged.

Use only the power cable delivered with the scanner.

Turn the device off before plugging or unplugging any cable.

The connector for the external power supply and the main power switch are both located at the right side of the back of the document bed.

After the power source is connected and the main power switch is turned on, the symbol in the “Power” button lights up.

Red illumination of the “Power” button signals that the Bookeye® 4 is in standby mode.

B.3.1 Starting the Bookeye 4

Push the illuminated “Power” button at the front panel to start the scanner.

Picture 6: Keyboard with Power button

The button illumination changes to blue.

The scanner starts with self-test routines and verifies all system components. Status messages will be displayed on the TFT flat screen and on the WVGA color touchscreen.

At the end of the start-up sequence, the touchscreen displays the start screen.

B.3.2 Switching the Bookeye 4 to Standby Mode

IMPORTANT: Always use the “Power” button to switch the scanner to standby mode.

Press and hold the “Power” button for at least three seconds. While pressing the button, a “click” sound is audible.

During the shut-down sequence the TFT flat screen and the touchscreen show the scanner name and version and a progress bar.

The power down sequence will take a few seconds.

Finally the TFT flat screen and the touchscreen switch off and the “Power” button will be illuminated red.

F-A.4 Raccordement à l'alimentation électrique

Avant de raccorder le scanner à l'alimentation électrique extérieure, et donc à la prise de courant, vérifiez les points suivants:

Veillez à ce que la prise de courant soit en parfait état et qu'elle est correctement mise à la terre.

Veillez à ce que la prise de courant soit munie d'un fusible d'une capacité adéquate.

La prise de courant doit être à proximité de cet appareil et aisément accessible.

Inspectez le câble d'alimentation et veillez à ce qu'il ne soit pas endommagé.
Utilisez uniquement le câble d'alimentation fourni avec le scanner.

Eteignez l'appareil avant de brancher ou de débrancher un câble.

Le connecteur de l'alimentation électrique extérieure et le commutateur électrique principal se trouvent tous deux du côté droit à l'arrière de la vitre d'exposition.

Une fois que la source d'alimentation est raccordée et que l'interrupteur électrique principal a été allumé, le symbole du bouton de marche/arrêt s'allume.

Lorsque le bouton de marche/arrêt s'allume en rouge, cela signifie que le Bookeye® 4 est en mode de veille.

F-A.4.1 Mise en marche du Bookeye 4

Poussez le bouton „Power“ lumineux sur le panneau pour démarrer le scanner.

Photo 3: Clavier avec le bouton "Power"

La lumière de ce bouton devient bleue.

Le scanner démarre par des procédures d’auto-test et vérifie tous les composants du système. Des messages d’état seront affichés sur l’écran plat TFT et sur l’écran tactile.

A la fin de la séquence de démarrage, l’écran tactile affiche l’écran de démarrage.

F-A.4.2 Commutation du Bookeye 4 sur le mode de veille

IMPORTANT: Quand vous utilisez le Bookeye® 4 dans des conditions de travail, il devrait **uniquement être allumé et éteint par le bouton “Power”** !

Appuyez sur le bouton de marche/arrêt et restez appuyé dessus pendant au moins trois secondes. Pendant que vous appuyez sur le bouton, un "clic" devient audible.

Le contenu de l’écran plat TFT et de l’écran tactile change et vous voyez s’afficher le message : **Going to shut down now …**

Pour finir, l’écran plat TFT et l’écran tactile s’éteignent et le bouton de marche/arrêt s’allumera en rouge.

B.4 Identifying Bookeye® 4 Versions

The Bookeye® 4 scanner is available in different versions which differ in the function range and mechanical dimensions. The Bookeye® 4–V2 scanner exists in four versions, the Bookeye® 4 V3 exists in two versions.

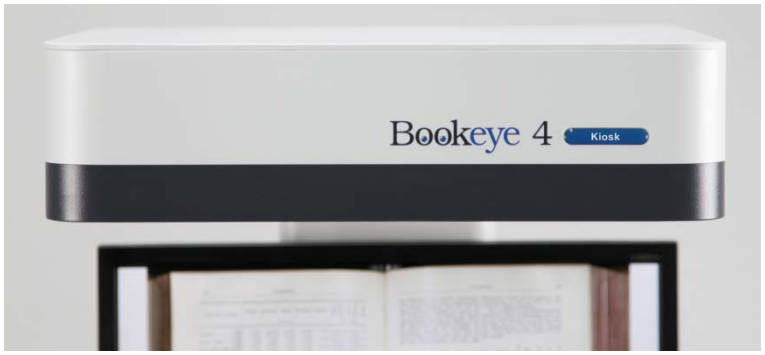
The five versions of the Bookeye® 4 V2 are

- Basic
- Kiosk
- Office
- Professional
- Professional Archive

A detailed description of these five models is found in chapter B.4.1 to B.4.5.

The Bookeye® 4 V3 description is found in chapter B.4.6

The label which identifies the scanner version can be found at the camera head beside the Bookeye® logo.



Picture 7: Version identifier, e.g. Kiosk version

All scanner versions have a 7” WVGA color touchscreen in the middle of the front panel to control the scanner functions. The Bookeye® 4 V2 versions have four green colored start buttons at the front side of the book cradle plates and two USB ports.

Picture 8: Front panel and book cradle plates with control buttons

The scanners differ in the keyboard and in the hardware equipment.

B.4.1 Bookeye® 4 V2 Basic

The Bookeye® 4 V2 Basic keyboard is equipped with two buttons (see Picture 8).

Power Press the “Power” button to start the scanner from stand-by mode.

Press and hold the “Power” button for at least three seconds to switch the scanner to standby mode.

Scan While the scanner is running and the button blinks blue, press the button to start a scan sequence.

B.4.2 Bookeye® 4 V2 Kiosk

The Bookeye® 4 V2 Kiosk keyboard is equipped with two buttons.

Power Press the “Power” button to start the scanner from stand-by mode.

Press and hold the “Power” button for at least three seconds to switch the scanner to standby mode.

Scan While the scanner is running and the button blinks blue, press the button to start a scan sequence.

Additionally the Bookeye® 4 V2 Kiosk is equipped with a pad holder and with an internal WLAN module.

The pad holder offers a secure place for an iPad, an Android tablet or smartphone when operating the scanner by using the Scan2Pad® application.

Picture 9: Kiosk version, pad holder opened

B.4.3 Bookeye® 4 V2 Office

The Bookeye® 4 V2 Office keyboard is equipped with four buttons and a fingerprint scanner left from the touchscreen.

Picture 10: Office version keyboard

Power Press the “Power” button to start the scanner from stand-by mode.

Press and hold the “Power” button for at least three seconds to switch the scanner to standby mode.

After starting the scanner from standby mode the touchscreen shows the screensaver.

The “Start” button blinks blue.

Start Press the Start button to activate the authentication menu.

The “Start”, “Scan”, and the “Send” buttons are illuminated red while the authentication menu is displayed.

The user who wants to operate the scanner must authenticate itself with its finger at the fingerprint reader or by selecting its user name and entering its password in the menu at the touchscreen.

After successful authentication, the "Start" button will light blue.

Picture 11: Fingerprint reader for authentication

Scan After successful authentication, the “Scan” button blinks blue.

Press the “Scan” button to start a scan sequence. While scanning, the “Start”, “Scan”, and “Send” buttons light red.

At the end of the scan sequence the TFT screen shows the image, the touchscreen shows the application menu and the “Scan” button blinks blue.

For further scans press the “scan” button.

Send Press the “Send” button to transfer the images to the pre-defined target.

The transfer targets are defined when creating the user.

During the data transfer the “Scan” button lights blue and the “Send” button blinks blue.

After transferring the images the touchscreen shows a status message. The user can select by tapping whether

- the scan job is finished and the images are to be deleted from the cache,

or

- to continue the scan job and to keep the previously scanned images.

If the scan job is finished the TFT screen returns to the start screen and the touchscreen shows the application menu.

The “Start” button blinks blue after finishing the scan job.

B.4.4 Bookeye® 4 V2 Professional

The Bookeye® 4 V2 Professional keyboard is equipped with two buttons.

Differing from the “Basic”, “Kiosk” and “Office” versions, the scan resolution of the Bookeye® 4 V2 Professional is 600 dpi, compared to 400 dpi of the other versions.

Power Press the “Power” button to start the scanner from stand-by mode.

Press and hold the “Power” button for at least three seconds to switch the scanner to standby mode.

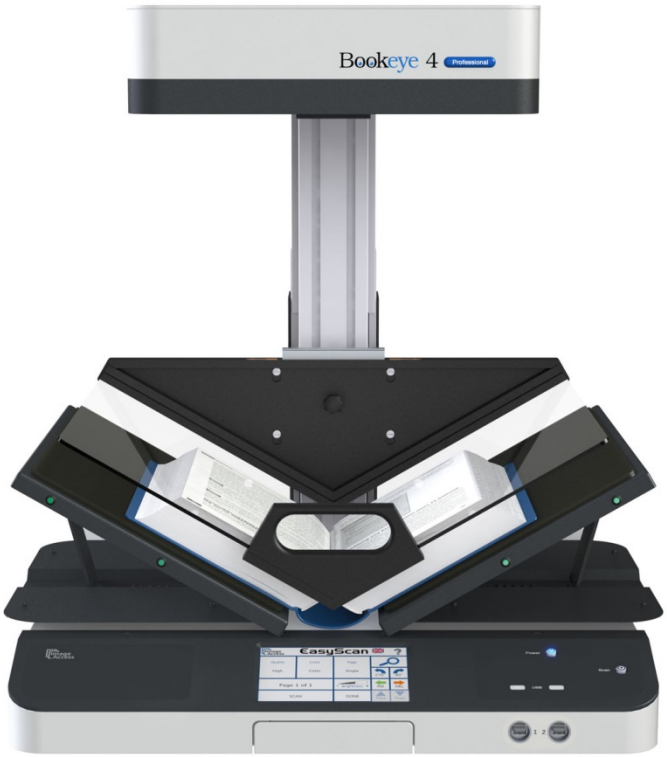
Scan While the scanner is running and the button blinks blue, press the button to start a scan sequence.

The application of Bookeye® 4 V2 Professional scanners is found primarily in large digitization projects in conjunction with high-performance capturing software.

In those projects the scanner is controlled by the capturing software and less by the buttons in the front panel.

B.4.5 Bookeye® 4 V2 Professional Archive

The Bookeye® 4 V2 Professional Archive is equipped with a V-shaped glass plate instead of the TFT flat screen monitor.



Picture 12: Bookeye® 4 V 2Professional Archive

The V-shaped glass plate is equipped with a balance weight at its rear side. Therefore only low need of energy is necessary to move the V-glass plate up and down.

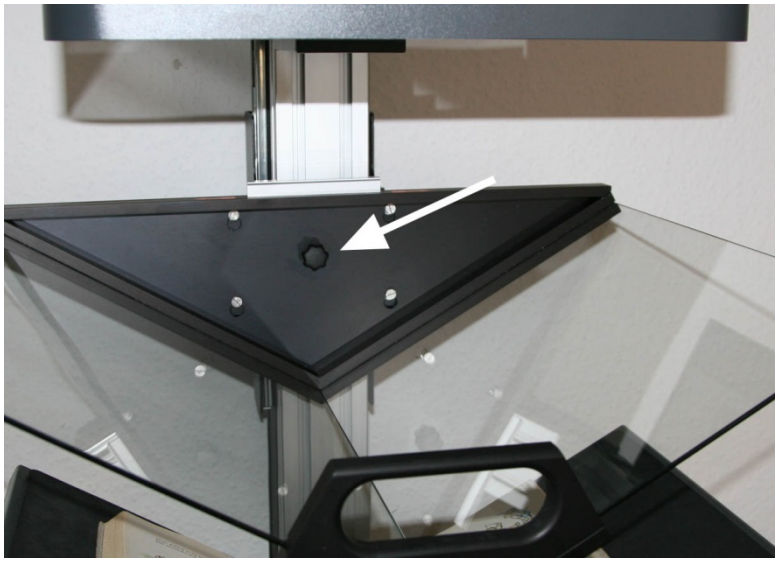
The V-shaped glass plate improves the results while scanning documents with the book cradle set in V position.

If documents should be scanned with the book cradle in flat position, the V-shaped glass plate can be removed temporarily.

B.4.5.1 Removing the V-shaped Glass Plate

The glass plate is hold at the carrier with four large slotted screws and is fixed with a toggle screw. The toggle screw is positioned in the middle between the four slotted screws (see Picture 13).

At first remove the toggle screw from the middle of the V-shaped glass plate carrier.



Picture 13: Toggle screw in its position

At next, lift the glass plate from the slotted screws

Picture 14: Lifting the glass plate

Important: Always hold the V-shaped glass plate with **both hands** because of its high weight!

Note: Sometimes it is recommended to loosen the slotted screws just a little. This reduces the necessary force when lifting the glass plate.

B.4.5.2 Placing the V-shaped Glass Plate at the Carrier

Important: Always hold the V-shaped glass plate with **both hands** because of its high weight!

Check the four slotted screws for the correct distance between carrier and screw head.

If the distance is too small, turn the screws a little counterclockwise to increase the distance.

The toggle screw must be removed before placing the V-shaped glass plate at the carrier.

Position the V-shaped glass plate over the four slotted screws of the glass plate carrier and insert it from the upside.

Picture 15: Inserting V-shaped glass plate

Fasten the four slotted screws and finally secure the V-shaped glass plate with the toggle screw in the middle.

B.4.6 Bookeye® 4 V3

The Bookeye® 4 V3 differs from the Bookeye® 4 V2 in the following details:

- The mechanical dimensions are smaller.
- The dimensions of the maximum scan area are smaller.
- Only one USB port in the front panel.
- No start buttons at the front side of the book cradle plates.

Picture 16: Bookeye® 4 V3, book cradles in "V" position and closed

The two versions of the Bookeye® 4 V3 are identical in in technical details and in the optics; they only differ in the number of accessory parts and software equipment.

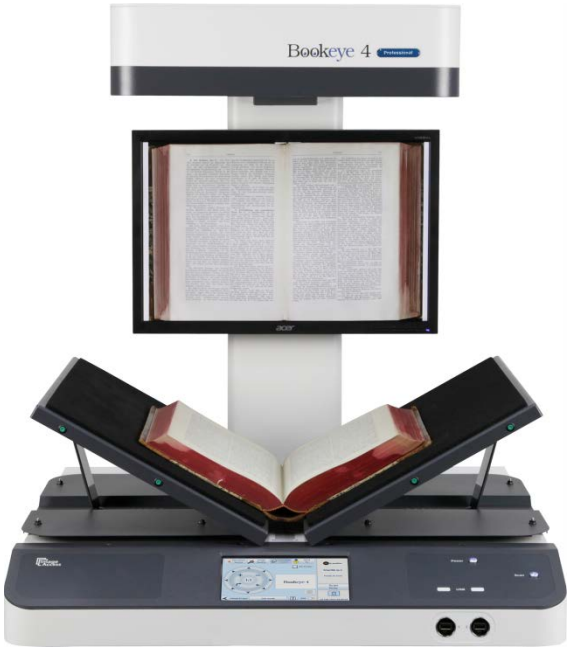
B.5 Book Cradles

The Bookeye® 4 scanner is equipped with a book cradle. The book cradle plates can be set in different positions.

Picture 17: Book cradles flat and closed

The plates of the book cradle can be shifted horizontally from each other. This allows placing documents with a large spine in a position more beneficial for the book spine.

The maximum distance between the book cradle plates is 85 mm (3.3 inch).



Picture 18: Book cradles in the "V" position and opened

The plates can also be set in the “V” position, with an opening angle of 120 degrees. This is recommended for very delicate, old documents. The plates are held in position by a supporting leg at each side.

B.5.1 Additional Start Buttons

Bookeye® 4 V2 models only.

For easy operating the scanner when holding the document in flat position each book cradle plate is equipped with two start buttons at the front side.

Picture 19 shows the start buttons marked with white circles.

Picture 19: Start buttons at front side

When operating the scanner by the WVGA color touchscreen or by an external application, the scan sequence can be started by pushing one of the four green start buttons.

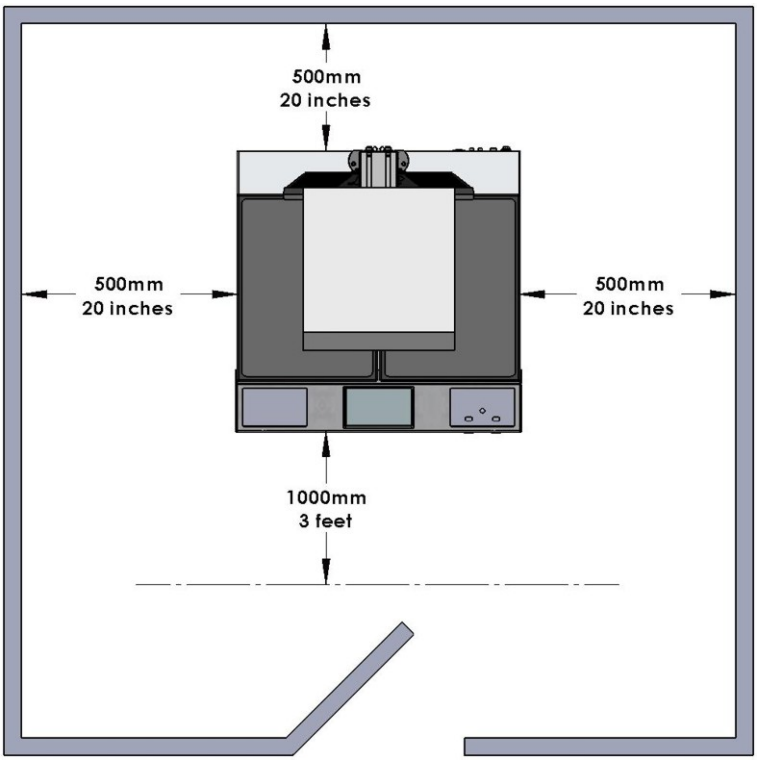
B.6 Device Location

B.6.1 Environment

Choose a location that complies with the temperature and humidity specifications. For detailed information on these specifications, see the chapter G.4.

Please allow

- a minimum distance of 500 mm (20 inch) from any side walls,
- a minimum distance of 500 mm (20 inch) from a back wall,
- a minimum distance of one meter (3 feet) from any door or entrance way.



Picture 20: Minimum distance between Bookeye and walls

Do not operate the scanner in an area that has poor air circulation, and/or that is non-ventilated.

Place the Bookeye® 4 scanner on a flat and solid base. The load bearing capacity of the base must correspond to the device weight.

The dimensions of the base must match with the floor space required by the scanner.

Please note: Before using the Bookeye® 4 scanner in the new environment allow at least one hour for temperature adaptation.

What does “temperature adaptation” means?
A fast change from cold to warm environmental conditions can build up condensation inside the housing. This will result in unfavorable scanned images and could cause permanent damages to the unit.

B.6.2 Ambient Light

The Bookeye® 4 location should have a controlled ambient light situation. The light scenarios should avoid direct sunlight or spot light from light beams.

Also light sources that cause sharp shadows on the document on the book cradles or high levels of ambient light could influence the scan result negative.

The Bookeye® 4 scanner is an open system with a built-in high quality light source. Open system means that the ambient light is added to the light seen by the camera.

Summary of a recommended location for a Bookeye® 4 scanner:

The location is not exposed to daylight.

It is evenly illuminated from the ceiling with fluorescent lamps with electronic ballasts. The light intensity measured on the book cradles should be approximately 300 lux.

The light should not cause any shadows; therefore the variation of the intensity across the scan area should be kept below 20%.

If the fluorescent lamps are powered by non-electronic ballasts, they will produce a flicker twice the frequency of the main power supply (100Hz or 120Hz). If the intensity of this light becomes too high, vertical stripes of even distances of approx. 8-12 pixels will be visible on the scan.

Direct sunlight will vary over the day and will result in overexposed images. Sunlight can also produce distinct shadows.

Light beams from spotlights will also produce distinct shadows. In most cases, they emit a high level of infrared light. Infrared light is not visible to the human eye but to the camera. The light source of the Bookeye® 4 scanner itself has no infrared content at all, which means that the scanner does not have an image quality degrading infrared filter. Too much infrared content will result in overexposure.

The Bookeye® 4 scanner has an integrated “White Balance” function. This function will compensate ambient light influences. A “White Balance” calibration is recommended when the light scenario has changed.

B.7 Maintenance

Important: Ensure that no liquids will penetrate into the device housing.

B.7.1 Touchscreen

The touchscreen can be cleaned with a micro fiber cloth.

Before cleaning the touchscreen, switch the Bookeye® 4 scanner off and set the main power switch to position **0**.

B.7.2 Surfaces

Use a soft, dampened cloth to clean the housing of the scanner. Recommended is a micro fiber cloth.

B.7.3 Book Cradles

Important: The rubber mats on the book cradles may **only be cleaned dry!**

Use a vacuum cleaner from time to time to clean the mats from dust and particles.

B.8 Repair

Please note: There are not any parts or components of the Bookeye® 4 scanner which can be repaired by the user.

All repairs and service works should be done by a trained technician only.

C Special Function

C.1 The “Finger Removal” Function

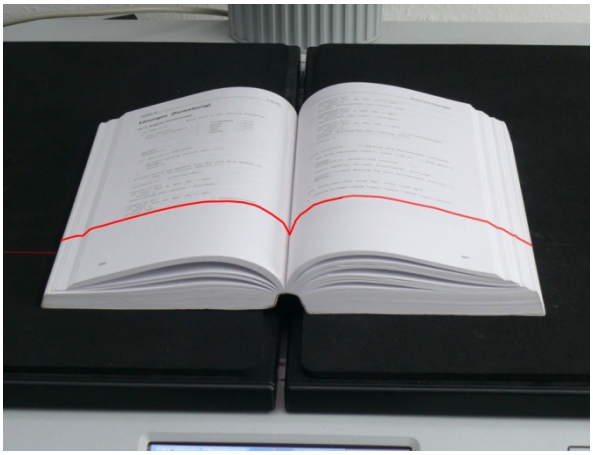
C.1.1 Position of Document

The Bookeye® 4 scanner offers a helpful function which detects fingers at the margin of books and eliminates them from the image. This is the “Finger Removal” function.

The following easy-to-understand requirements must be fulfilled to operate the scanner using the “Finger Removal” function properly:

The book cradle can be set to “V” position or in flat position.

Place the book as shown in Picture 21 or Picture 22 on the book cradle.



Picture 21: Book at book cradle in flat position

Let a small distance between the book’s bottom side and the lower margin of the book cradle.

Picture 22: Book at book cradle opened in “V” position

The distance depends on the thickness of the book. The distance should be at least the half of the thickness of the book.

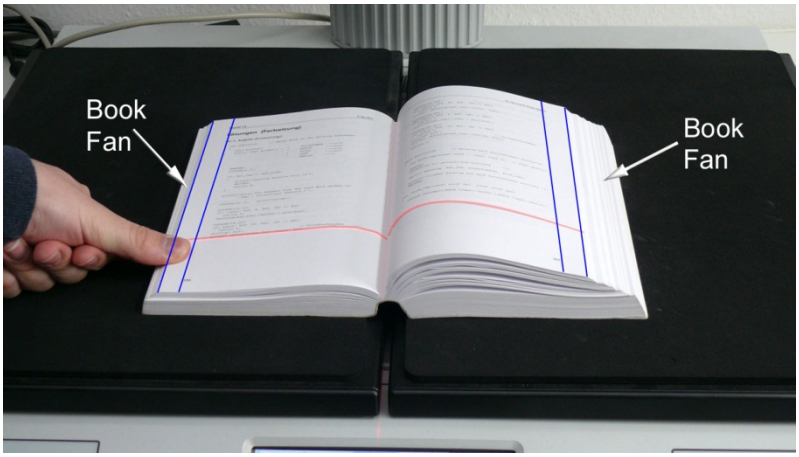
Align the book parallel to the horizontal red laser line.

Position the book binding at the lowest point of the book cradles, opened in "V" position.

C.1.2 Finger Positions

Another important criterion for a proper function of the “Finger Removal” function is the position of the fingers which hold the book in a flat position.

The fingers must be positioned in a vertical area of max 1 inch = 25 mm width measured from the book fan at each side of the book.

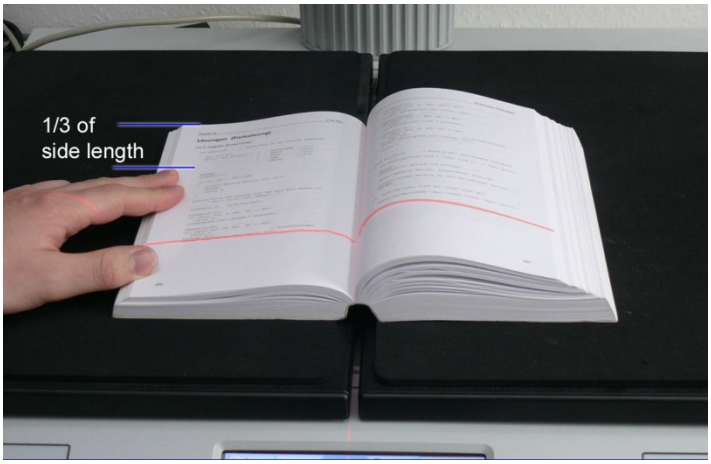


Picture 23: Correct finger position

Picture 23 shows the vertical area marked with blue lines at the left side and the right side of the book.

The book fan area on each side is also marked.

The fingers must be positioned with a distance of at least a third of the book side length from the upper left corner of the book.



Picture 24: Minimum vertical distance

Holding the book at both sides with one or more fingers is also possible if the above described criteria are kept.

C.1.3 Wrong Finger Positions

Some finger positions can cause malfunction of the “Finger Removal” function.

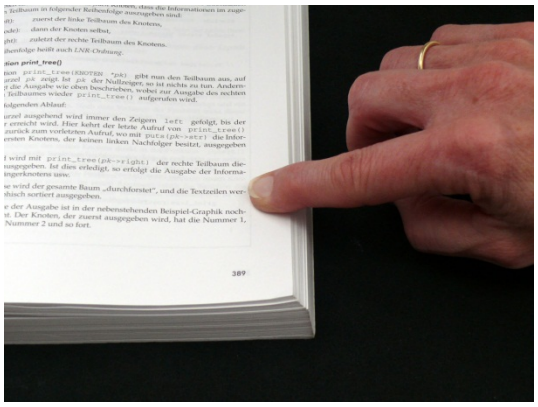
The following chapters show a few examples of wrong and correct finger positions.

C.1.3.1 Distance too small

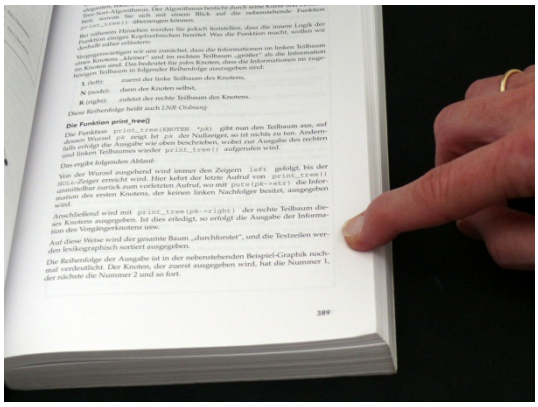
The fingers should be positioned with distance to the text or to graphical elements in the document.

If the distance is too small, the “Finger Removal” function may not remove the fingers from the image or the element (e.g. part of the text) will be removed together with the fingers.

Wrong



Correct

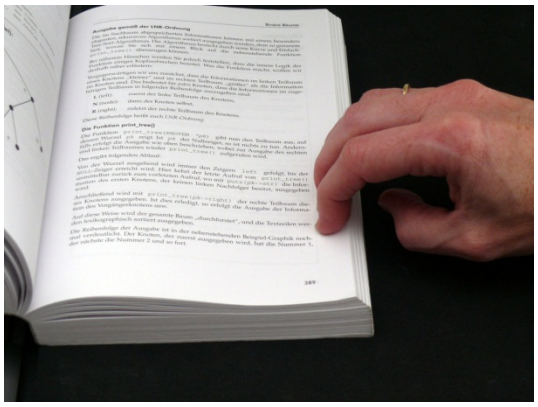


Increase the distance between finger and text or picture.

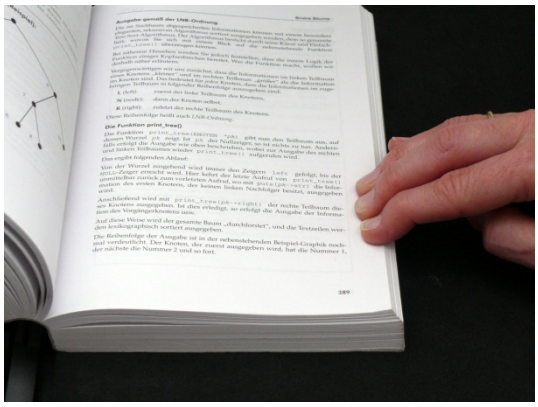
C.1.3.2 Finger position too steep

When the book cradle plates are set to “V” position, the lamps may generate shadows around the fingers if they held too steep.

Wrong



Correct

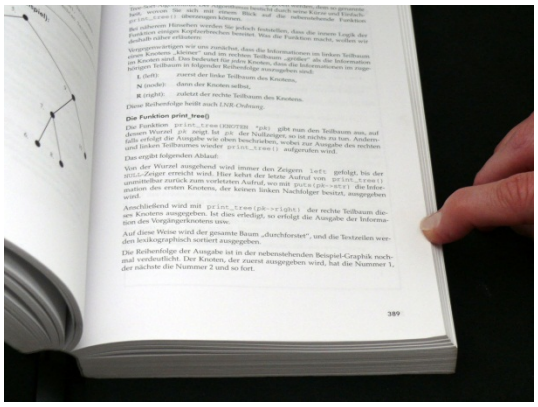


Always place the fingers flat on the edge of the document.

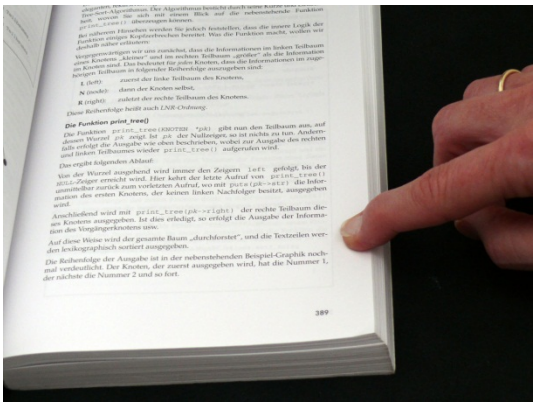
C.1.3.3 Fingers hold too close to the margin of the document

When the fingers are hold too close to the document's margin, they will **not** be removed by the "Finger Removal" function.

Wrong



Correct



Move the fingers in small steps from the edge of the document to the inside and repeat the scan sequence.

C.1.4 Examples of Finger Removal

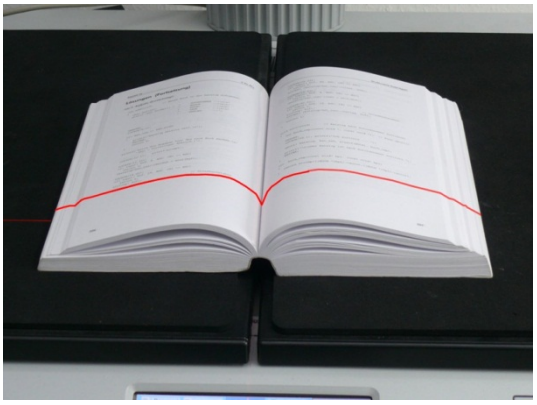
Some examples in the following chapter show the functionality of the “Finger Removal” function. **Finger Removal** is available in all document modes (see chapter D.3.2.1.).

A requirement is that the scanner is set to **Book Mode** in the ScanWizard application or in the Scan2Net kiosk application (see chapter D.3.2.1 and D.3.2.1.3).

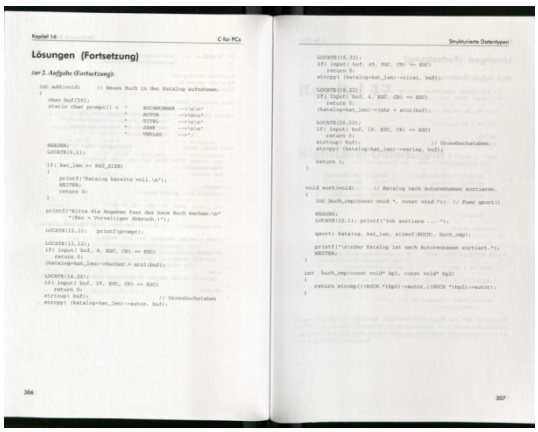
C.1.4.1 Book positioned at the book cradle

Book Mode, Finger Removal Mode: Book Fan

Book position



Scan result



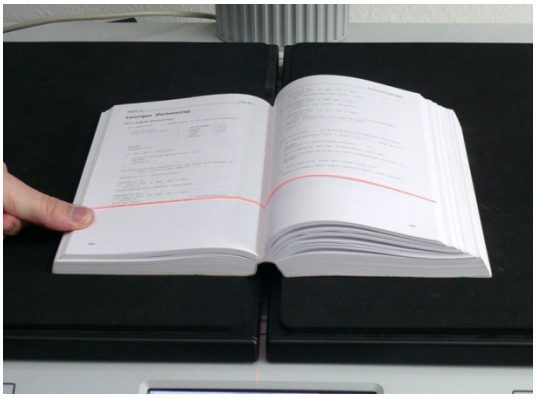
The setting „Finger Removal Mode: Book Fan“ cuts away the left and right book fan from the resulting image and flattens the curvature of the book binding.

C.1.4.2 Single finger holds the book

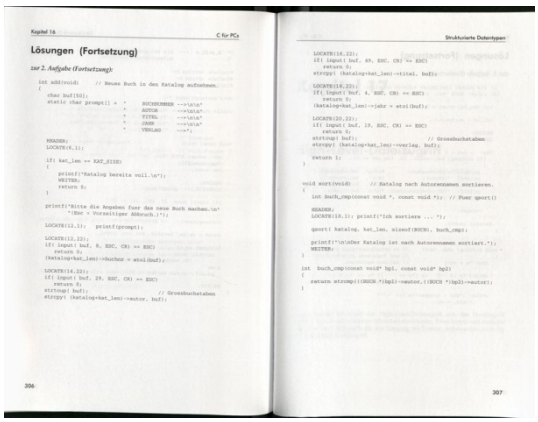
Book Mode, Finger Removal Mode: On, Finger Removal Color: Auto

Note: The **Finger Removal Color** is defined in the ScanWizard user interface.

Book and finger position



Scan result



This setting corrects the resulting image as with the previous setting.

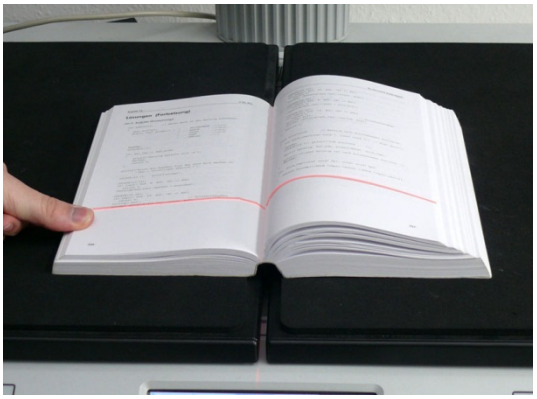
Additionally the finger contour will be detected. It is eliminated in the image and the finger contour area is filled with a pattern and/or color.

The filling color is automatically taken from the area above and below the finger contour.

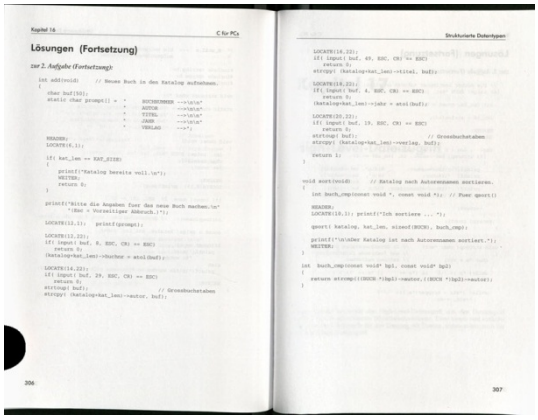
Book Mode, Finger Removal Mode: On, Finger Removal Color: Black

Note: The **Finger Removal Color** is defined in the ScanWizard user interface.

Book and finger position



Scan result



The resulting image now shows the area where the finger contour was detected. The detected area is filled with massive black color.

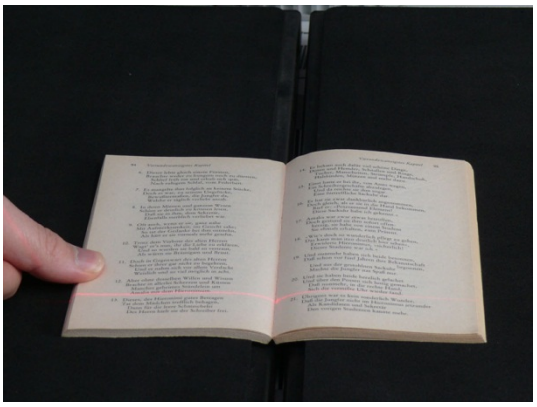
Small book kept flat by single finger

Book Mode, Finger Removal Mode: On, Finger Removal Color: Black

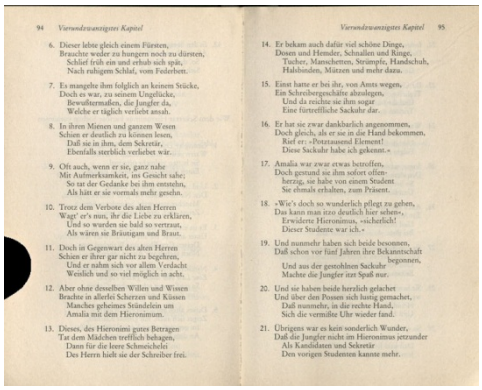
Note: The **Finger Removal Color** is defined in the ScanWizard user interface.

The “Finger Removal” mode works properly with books of different dimensions.

Book and finger position

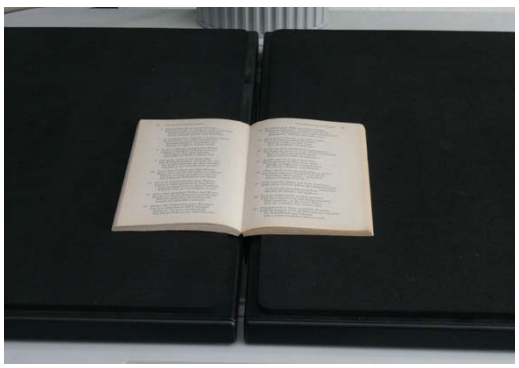


Scan result



The scan result shows for demonstration purposes the detected finger contour filled with massive black color.

Book position on the book cradle:



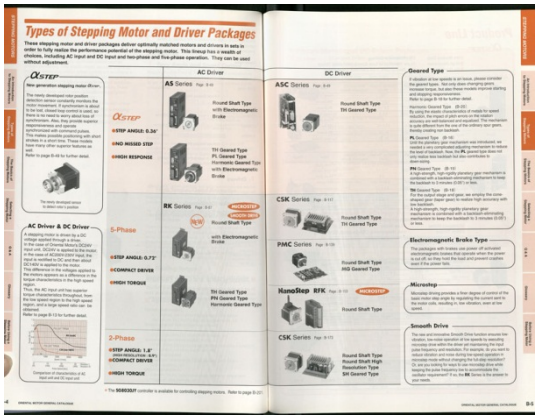
Large book (e.g. catalogue) kept flat by single finger

Book Mode, Finger Removal Mode: On, Finger Removal Color: Auto

Note: The **Finger Removal Color** is defined in the ScanWizard user interface.

Book and finger position

Scan result



The book fan has been removed and the surrounding black area is reduced to a minimum.

The scan result shows in the lower left corner a part of the finger.

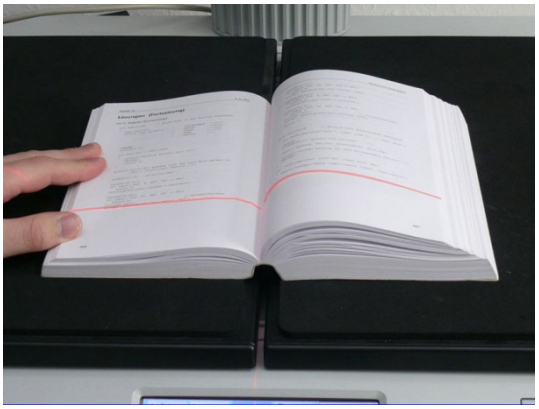
The reason is that the analyzing algorithm detected at the left border of the image an area of mixed patterns and colors. In this case, it is the register of the catalogue.

The finger at the lower left edge was interpreted as part of the register. For this reason the finger removal was not executed.

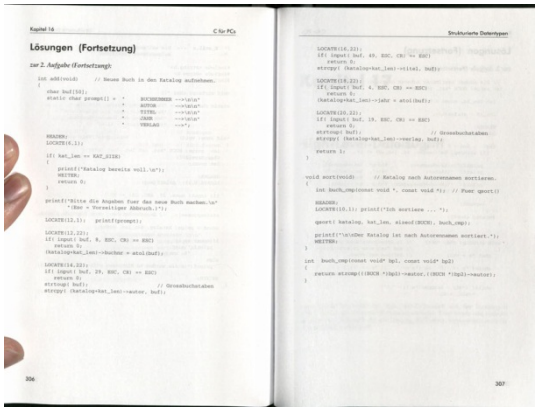
C.1.4.3 Multiple fingers hold the book

Book Mode, Finger Removal Mode: Book Fan

Book and multiple fingers position



Scan result



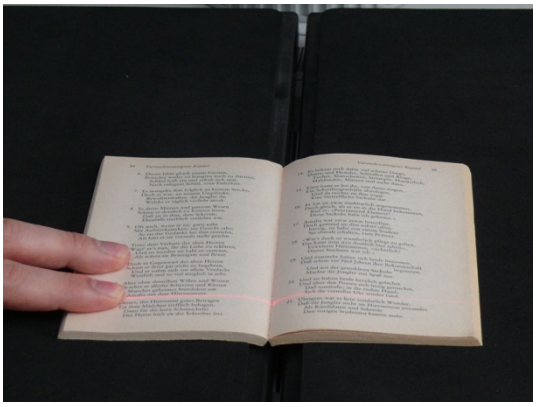
Small book kept flat by multiple fingers

Book Mode, Finger Removal Mode: On, Finger Removal Color: Auto

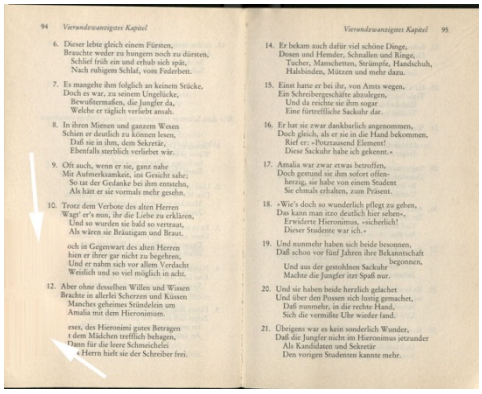
Note: The **Finger Removal Color** is defined in the ScanWizard user interface.

If parts of the content of the book are covered by a finger or by multiple fingers, the removal function detects the contour and fills the area with the selected fill option.

Book and multiple fingers position



Scan result

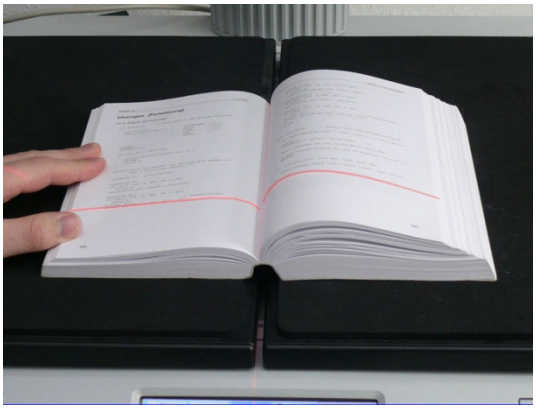


The white arrows in the scan result image mark the area where the finger contours have been filled with automatically defined color.

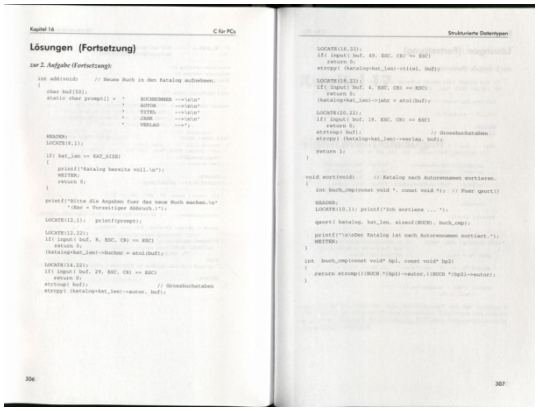
Book Mode, Finger Removal Mode: On, Finger Removal Color: Auto

Note: The **Finger Removal Color** is defined in the ScanWizard user interface.

Book and multiple fingers position



Scan result

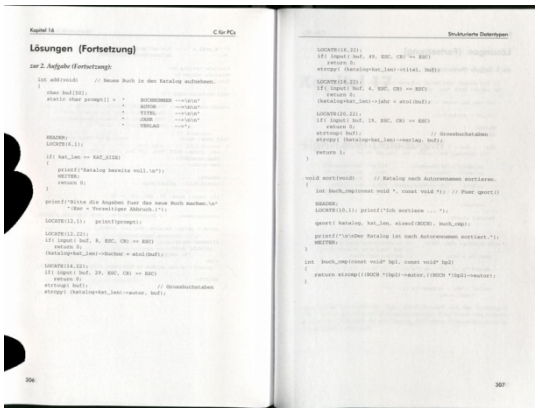


The position of the three fingers has been detected.

The fingers contour is eliminated in the resulting image and filled with a pattern and/or color.

If **Finger Removal Color** is set to **Auto** the filling color and/or pattern is automatically taken from the area above and below the finger contour.

When the detected finger contour is filled with massive black, the result looks like this:

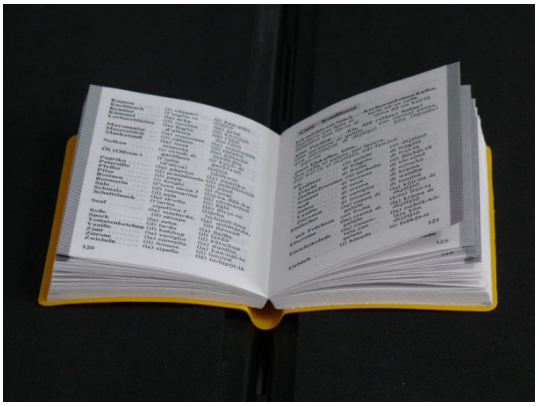


C.1.4.4 Small books with pattern at margin

If a book has small dimensions, the finger removal mode **Book Fan** very often delivers good results without flattening the book by fingers.

Book Mode, Finger Removal Mode: Book Fan

Book position



Scan result

Kapern	(i) càpperi	(i) kap-përi
Knoblauch	(i)'aglio m	(i)ãljõ
Kräuter	(la) erbe	(lë) ärbë
Kümmel	(il) comino	(il) kõmĵnõ
Lorbeerblätter	(la) foglie d'alloro	(lë) fõljë dal-lõrõ
Mayonnaise	(la) maionese	(la) majõnëëë
Meerrettich	(il) rafano	(il) rãfanõ
Muskatnuß	(la) noce moscata	(la) nõschë mõßkãta
Nelken	(i) chiodi di garofano	(i) kjõdi di garfãnõ
Öl (Oliven-)	(l'olio (d'oliva)	(lõljõ (dõljwa)
Paprika	(la) paprica	(la) pãprika
Petersilie	(il) prezzemolo	(il) prëtßëmõlõ
Pfeffer	(il) pepe	(il) pëpë
Pilze	(i) funghi	(i) fungi
Rosinen	(l'uva secca f	(l)wa ßëk-ka
Rosmarin	(il) rosmarino	(il) rõsmarĵnõ
Salz	(il) sale	(il) ßãlë
Schmalz	(lo) strutto	(lõ) ßtrut-tõ
Schnittlauch	(l'erba cipollina f	(l)ãrba tschipõl-ljna
Senf	(la) mostarda, (il) senape	(la) mõßtarda, (il) ßãnapë
Soße	(la) salsa	(la) ßalßa
Speck	(il) lardo	(il) lardõ
Tomatenketchup	(il) ketchup	(il) kätschap
Vanille	(la) vaniglia	(la) wanljia
Zimt	(la) cannella	(la) kan-nãl-la
Zitrone	(il) limone	(il) limõnë
Zwiebeln	(le) cipolle	(lë) tschipõl-lë

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Café · Konditorei

Ich möchte ein Stück ... -Kuchen und einen Kaffee.
Desidero una fetta di ... torta ed un caffè.
dëßidêrõ ũna fęt-ta di ... tõrta ęd ũn kaf-fã

Eine Portion ... -Eis. *Mit (Ohne)* **Sahne!**
Una porzione di gelato ... *Con (senza)* panna.
ũna põrtßjõnë di dÇëlãtõ ... kõn (ßãntßa) pan-na

Zwei Eiskaffee, bitte.
Due caffè al gelato, per favore.
dųë kaf-fã al dÇëlãtõ, pãr favõrë

Eis	(il) gelato	(il) dÇëlãtõ
– Erdbeer	di fràgola	di frãgõla
– Frucht	di frutta	di frut-ta
– Halbgefrorenes	(il) sorbetto	(il) Börbęt-tõ
– Nougat	di torrone	di tõr-rõnë
– Nuß	di noce	di nõtschë
– Sahne	di crema	di krãma
– Vanille	di vaniglia	di wanljia
– Zitronen	di limone	di limõnë
Eisbecher	(la) coppa di gelato	(la) kõp-pa di dÇëlãtõ
– mit Früchten	con frutta	(kõn) frut-ta
Eiscreme	(la) crema di gelato	(la) krãma di dÇëlãtõ
Eisschokolade	(la) ciocco-lata con gelato	(la) tschõk-kõ-lãta kõn dÇëlãtõ
Gebäck	(i) biscotti	(i) bißkõt-ti

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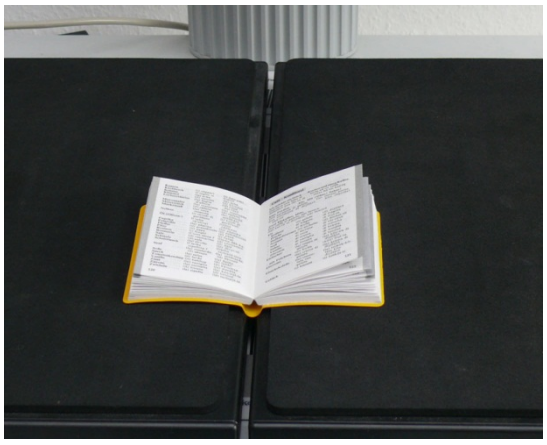
The scan result shows the content of both pages. The curvature of the book binding is flattened and the pattern at the margins has been removed.

Position of the book on the book cradle:



C.2 The “Splitting” Function

Another useful function of the Bookeye® 4 scanner is the “Splitting” function.

This function splits the scanned document into two separate images. The left and the right page of an opened book can be scanned in one sequence and subsequently be saved as two images, or two sheets of paper can be scanned without interruption and saved as two separate images.

Another benefit is the combination of document mode **Auto**, format **Crop and Deskew** and the “Splitting” function.

C.2.1 “Splitting” function with two separate documents

Picture 25 shows as an example how single pages can be positioned at the book cradle plates.

Picture 25: Single pages on book cradle plates

In general: The sheets should have a distance of at least 25 mm (1 inch) to the gap between the book cradle plates.

The black area around the sheets is necessary for the **Auto Format** detection and for the **Crop and Deskew** function.

Define the settings in the touchscreen menu as follows:

Document Mode: Auto Mode (see 0) or Flat Mode (see D.3.2.1.4)

Format: Crop and Deskew (see chapter D.3.2.3.5)

Splitting Image: Auto (see chapter D.3.2.4)

Define the settings in the ScanWizard interface (see Picture 131) as follows:

Size menu ➔ **Flat Mode** or no defined mode, which results in automatic selecting the matching mode

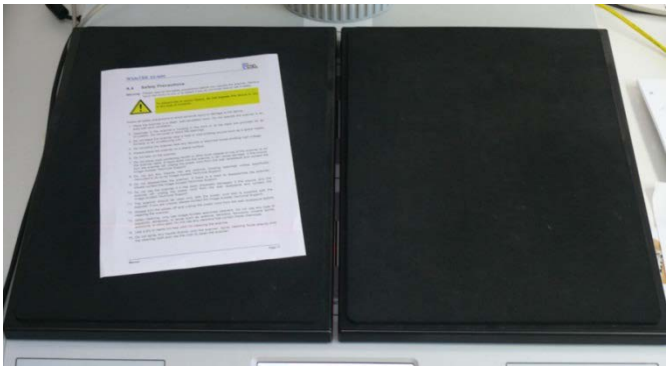
Size menu ➔ **Format ➔ Auto** or **Crop and Deskew**

Orientation ➔ Splitting Image Auto

The second image is delivered after pressing the **Scan Now** button (touchscreen) or the **Scan Now** icon (ScanWizard user interface).

C.2.2 “Splitting” function with a single document

Select the settings as described in chapter C.2.1



Picture 26: Single document on book cradle plate

With a single document placed on a book cradle plate the scanner displays only the scanned image on the external monitor or in ScanWizard interface.

For the empty side of the book cradle the scanner shows the Bookeye screen saver screen.

The ScanWizard interface shows an error message in a separate window.

Click on the OK button to confirm the error message.

If the document is placed at the right side of the book cradle, the error message is send at first.

To get the image, press the **Preview** or **Scan Now** button in the S2N user interface again.

C.2.3 “Splitting” function with single document at middle of the book cradle plates

Depending of the alignment of the document and of the selected **Format** mode, the results of the “Splitting” function differ.

Format: Crop and Deskew

Parameters set as follows:

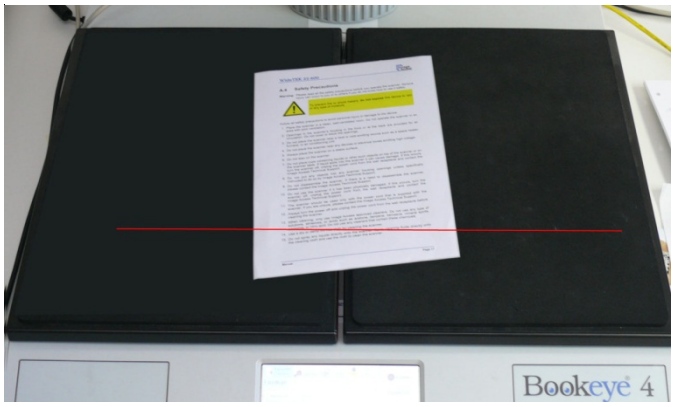
Document Mode: Auto Mode

Format: Crop and Deskew

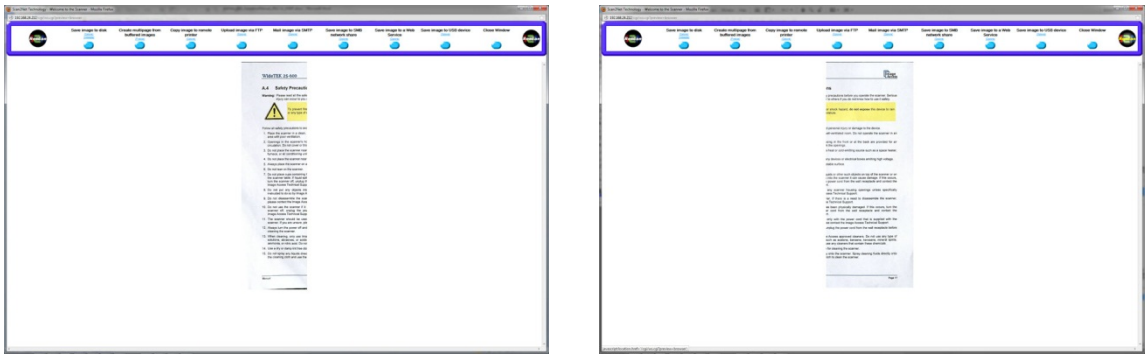
Splitting Image: Auto

Starting at the vertical gap between the left book cradle plate and the right book cradle plate the “Splitting” function measures to the left the distance to the edge of the document.

The measured distance gives the width for the left part of the split image.



Picture 27: Document position on book cradle plates



Picture 28: Splitting result with Format = Crop and Deskew

After splitting the images will be aligned (deskew) and the surrounding black border will be deleted.

Format: Auto

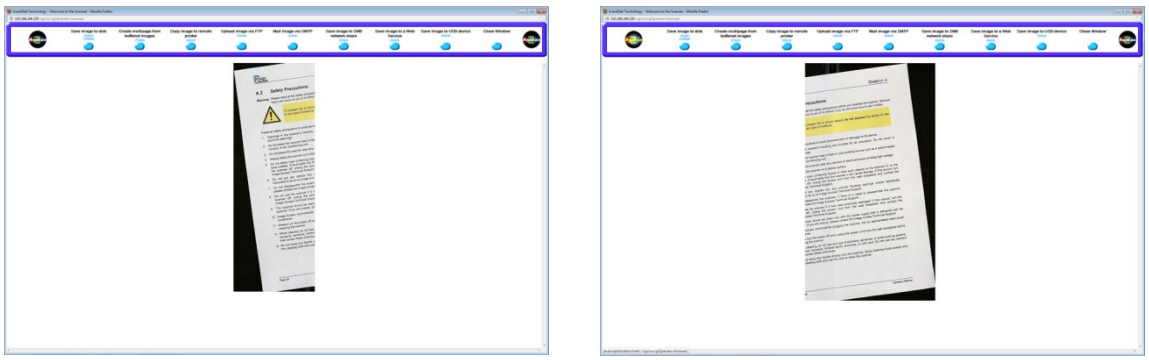
Parameters set as follows:

Document Mode: Auto Mode

Format: Auto

Splitting Image: Auto

If the document is placed in the middle of the scan area the image is split along the detected middle of the document.



Picture 29: Splitting result with Format = Auto

The resulting images show the parts of the document with a black border. These images show the left and the right half of the scanned document.

C.2.4 “Splitting” function with a book

It is recommended to set the book cradle plates into “V” position when scanning books or other documents with a book spine.

Picture 30: Book cradle plates set to “V” position

The book cradle plates can be shifted horizontally from each other. This is recommended for books with a large book spine.

Picture 31: Large book at book cradle in “V” position

Define the settings in the touchscreen menu as follows:

Document Mode: Book Mode (see D.3.2.1.3) or Auto Mode (see 0)

Format: Auto (see chapter D.3.2.3.4)

Splitting Image: Auto (see chapter D.3.2.4)

Define the settings in the ScanWizard interface as follows:

Size ➔ Book Mode or **Size ➔ V- Mode**

Size ➔ Format ➔ Auto or **Size ➔ Format ➔ Crop and Deskew**

Orientation ➔ Splitting Image Auto

The “Splitting” function detects the curvature of the binding and splits the document at this position.

C.2.5 Document positions which can result in malfunction

C.2.5.1 Single pages

Always place single pages on the book cradle which is in flat position.

Position the single pages with at least a minimum distance of 25 mm (1 inch) between the pages.

Picture 32: Wrong position of book cradle and pages

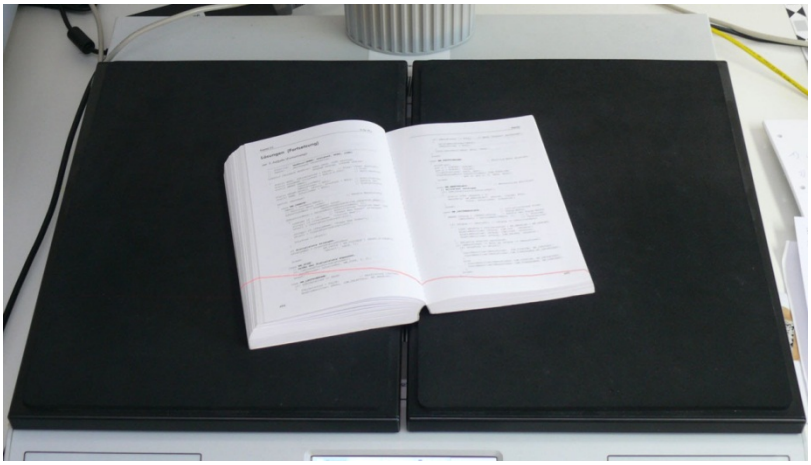
Picture 32 shows two errors:

The book cradle plates are set to “V” position.

The pages are placed too close to each other.

C.2.5.2 Books

Books should always be aligned at the laser line and the book cradles plates should be set into “V” position.



Picture 33: Book in bad position for splitting

In the above displayed situation, the “Splitting” function splits the image along the vertical laser line.

If the rotation angle between book and laser line is too large, the “Crop and Deskew” function cannot turn the image for a proper result of the “Splitting” function.

D Touchscreen Operation

The Bookeye® 4 scanner can be controlled in two ways.

Via the integrated touchscreen and its applications or by a standard browser and the integrated user interface.

The functions of the applications available from the touchscreen are described starting with chapter D.3.

A short description of the user interface functions available when controlling the scanner by a standard browser starts in chapter E.1. The browser version of the ScanWizard interface offers online help by clicking in the section **Administration** the **Online Help** button.

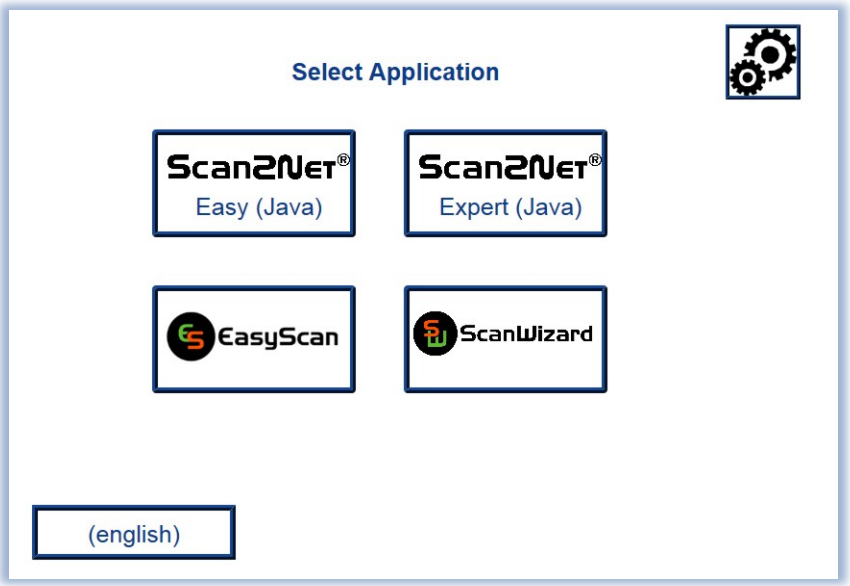
GENERAL NOTICE

This manual describes the functions of a complete equipped Bookeye® 4 scanner. If your device is not equipped with all features, deviations are possible.

All screenshots are taken from a fully equipped device with all options and functions activated. Depending on the selected mode, the menus displayed on the screen can vary.

D.1 Select Application Screen

When the Bookeye® 4 scanner starts from standby mode and finishes the startup procedure, the touchscreen displays the **Select Application** screen.



Picture 34: Select application screen after start-up

Touching one of these buttons activates the **Scan2Net®** kiosk application.

The **Easy** mode differs from the **Expert** mode by a reduced number of available parameters.

The description of the **Scan2Net®** user interface describes the **Expert** mode with all parameters. See chapter D.3 and subchapters.

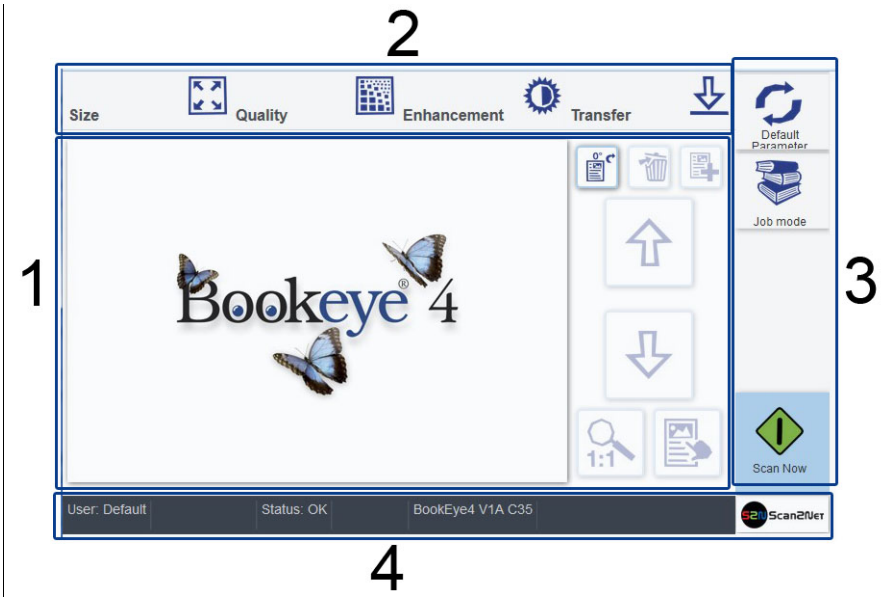
Touching this button will switch to a user programmable application. As factory default the **EasyScan** application is integrated.

To leave the application, touch a free section in the title line of the application. Confirm the request by touching the STOP button.

Touching this button switches to the start screen of the integrated ScanWizard application.

D.2 ScanWizard Application

ScanWizard is an intuitive user interface for your Scan2Net® scanner, which enables the user to control the scanner and all scanning parameters by clearly structured menus.



Picture 35: ScanWizard application main screen

1: Preview section. The scanned image is displayed here as preview. The buttons beside the preview window have the following function:

Turns the image in clockwise direction.

Deletes the selected image. Only active in **Job Mode**.

Marks where in the list an image should be inserted.
Only active in **Job Mode**.

Moves upwards through the list of images.
Only active in **Job Mode**.

Moves downwards through the list of images.
Only active in **Job Mode**.

Displays the image in 100% size.

Fits the image size to the screen size. Alternates with the above displayed icon. Available, if the image is displayed in 100%.

Marks an image.

2: Menu button bar. Used to select scanning parameters and in order to set the parameters in detail.

3: **Button** **Function**

Returns the scanner to default parameter settings.

Activates the job mode.

Touch this icon to end the job mode and to return to single mode. Only active in **Job Mode**.

Starts the scan sequence.

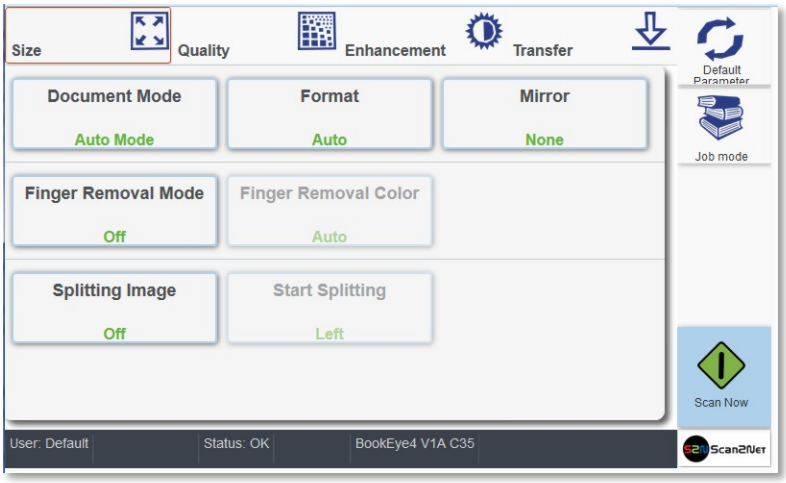
This icon is displayed if an image has been marked in the list for rescanning. Only active in **Job Mode**.

4: Status line. Shows some information of the scanner.

Touch the Scan2Net symbol to return to **Select Application** screen.

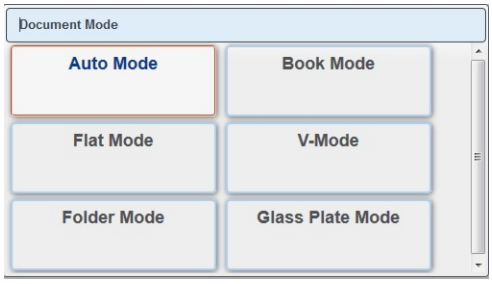
D.2.1 Size

Select here the parameters which define the resulting image size and activate special features.



Picture 36: Menu with Size parameters

D.2.1.1 Document mode

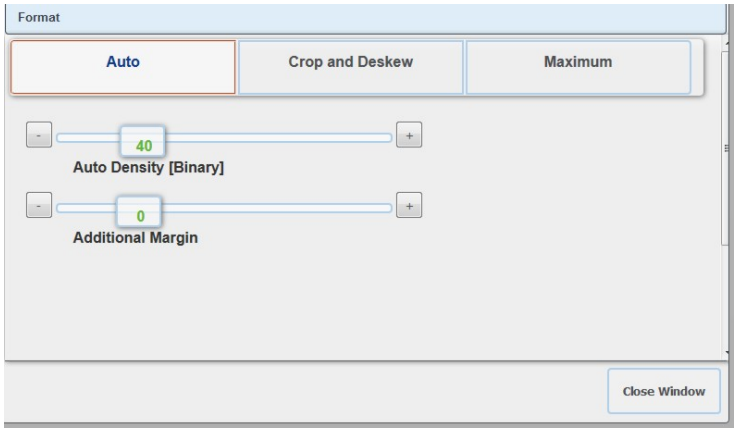


Picture 37: Select document mode

Document Mode	Function
Auto Mode	This mode automatically detects the position of the book cradle and the type of document to be scanned. The focus is set depending on the detected document mode that matches the best. The document should always be placed in the horizontal middle of the book cradles. The laser line must be visible at the lower third of the document. Minimum document width: ≥ Ten centimeter A minimum of four centimeters of the documents width must be placed left from the gap between the book cradle plates. The resulting image is cut to a rectangle which covers the four document corners. If the document is not aligned properly to the laser line, a small black border is displayed around the document.

Document Mode	Function
Book Mode	Recommended for scanning books. The book binding curvature will be compensated and flattened out. The focus will be set depending - on the form of the book and its curvature. - on the position of the book cradle plates. If the book cradle plates are set in “V” position the focus will be set dynamically according to the detected book curvature.
Flat Mode	The focus value will be set dependent on the document height. The measured focus value will be used for the complete scan area.
V-Mode	To be used when the book cradle is positioned in the “V” position. The focus will be dynamically set dependent on the “V” position of the book cradle.
Folder Mode	Sets separate focus values for the left and right book cradle plates. This mode is recommended when scanning documents with significant height differences on each side.
Glass Plate Mode	The Glass Plate Mode adapts the system setting to the special illumination situation when scanning documents in conjunction with a flat glass plate.

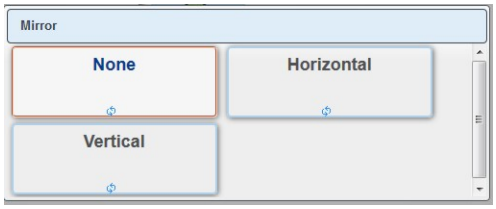
D.2.1.2 Format



Picture 38: Format settings for the scan area

Parameter	Function
Auto	The complete scan area will be scanned. The resulting image will be reduced to the document size. If the document is not aligned to the red laser line the resulting images will have the smallest possible black margin. The black margin depends on the size of rectangle which covers the complete document.
Crop and Deskew	The complete scan area will be scanned. If a document is not placed perfectly aligned horizontally and vertically, this function will correct the alignment. The resulting image shows the aligned document without any border.
Maximum	In conjunction with **Maximum**, three more buttons will be displayed.  **Landscape** Scans the maximum scan area in landscape orientation. **Portrait left** Scans the area left from the gap between the book cradle plates in portrait orientation. **Portrait right** Scans the area right from the gap between the book cradle plates in portrait orientation.
Auto Density	Defines the scanner's sensitivity for the automatic format detection. **Please note**: The higher the numeric value, the more contrast there must be between background and scanned document.
Additional Margin	Adds an additional margin to the resulting image symmetrical in horizontal and vertical direction.

D.2.1.3 Mirror

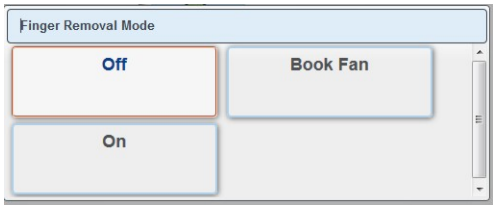


Picture 39: Mirror parameters

This control mirrors the image along the selected mirror axis.

Using this setting can be helpful if scanning transparencies from the back.

D.2.1.4 Finger Removal Mode



Picture 40: Finger Removal Modes

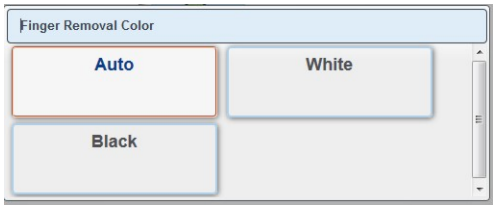
Off Disables the **Finger Removal Mode**.

Book Fan The book fan at the left and right side will be detected and eliminate from the image.

On The book fan at the left and right side will be detected and eliminate from the image. If the book is kept flat by one or multiple fingers, the contour of the fingers will be detected and removed.

The detected contour then will be filled with black or white color or with an automatically detected pattern. The pattern depends on the color which is found in the image below and above the finger contour.

D.2.1.5 Finger Removal Color



Picture 41: Finger Removal Color

Auto The filling color and/or pattern is automatically taken from the area above and below the finger contour.

White The contour of the detected finger will be filled with white color.

Black The contour of the detected finger will be filled with black color.

D.2.1.6 Splitting Image

Picture 42: Splitting Image parameters

The **Splitting Image** function splits the scanned image symmetrically in two parts.

Left The left part of the split image will be displayed.

Right The right part of the split image will be displayed.

Auto Both parts of the split image will be displayed successively as separate images.

Off Disables the splitting function.

D.2.1.7 Start Splitting

Picture 43: Defines the splitting function start page

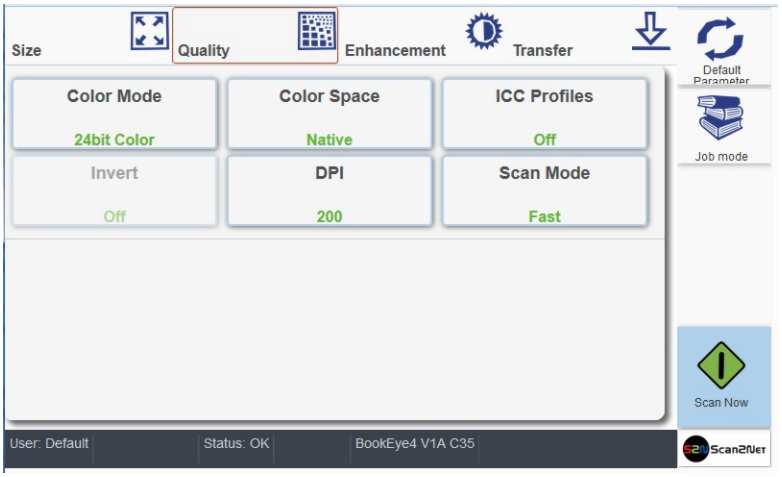
Defines the start page if **Splitting Image** is set to **Auto**.

Left Sets the left part of the split image as start page.

Right Sets the right part of the split image as start page.

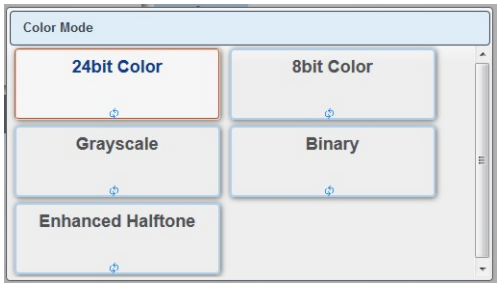
D.2.2 Quality

Select here the color parameters, set the resolution and set the scan mode.



Picture 44: Menu with Quality parameters

D.2.2.1 Color Mode



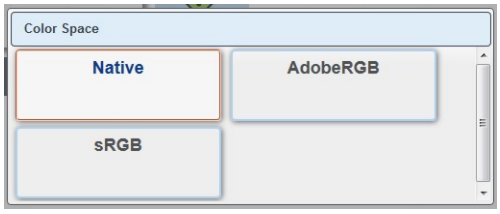
Picture 45: Available color modes

Touch the button of the desired color mode.

Depending at the selected color modes other menu items become active.

For example **Binary** and **Enhanced Halftone** activate the **Invert** button.

D.2.2.2 Color Space



Picture 46: Color Space

Available are three predefined color spaces, which can be used while scanning.

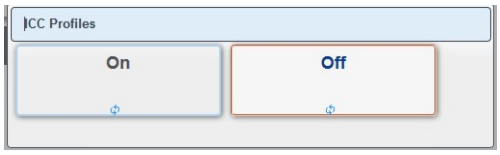
Touch the button to select the color space.

Native Color space determined by the hardware (CCD camera) of the scanner.

AdobeRGB This is an RGB color space, defined by Adobe Systems. It contains half of the colors defined for the Lab color space.

sRGB The standard RGB (sRGB) color space is a color space with a reduced amount of colors.

D.2.2.3 ICC Profiles



Picture 47: Activates ICC profile embedding

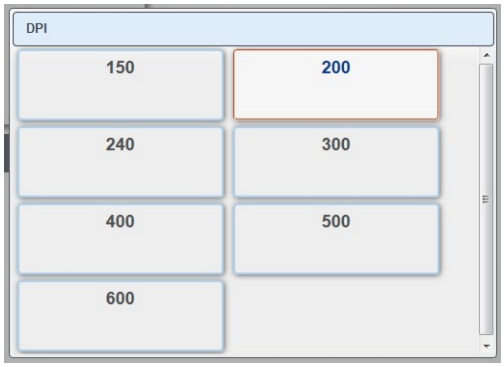
Touch **On** to activate the ICC profile for the external monitor.

D.2.2.4 Invert

Picture 48: Invert function

This setting is only available with the color modes **Binary** and **Enhanced Halftone**.

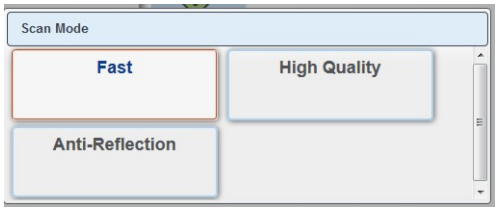
D.2.2.5 DPI



Picture 49: Resolutions available with the scanner

The content of the list can vary, depending on the hardware features of the scanner.

D.2.2.6 Scan Mode



Picture 50: Scan modes of the scanner

Fast — Scans with normal speed. The scan speed depends on the selected scan resolution. That means, the higher the resolution, the lower the scan speed.

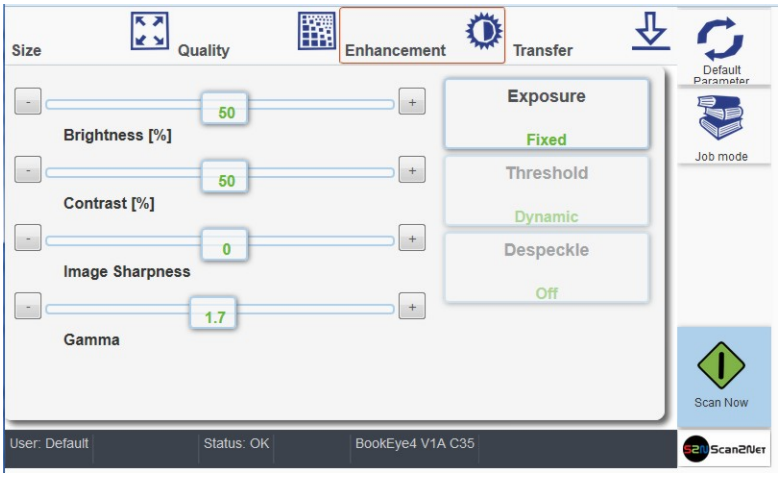
High Quality — Scans with reduced scanning speed but improved scanning quality.

Anti-Reflection — Scans with reduced scanning speed. Both lamps are active during the complete scan sequence.

This mode reduces reflection in the image and improves the results significantly during scanning documents with reflecting surface.

D.2.3 Enhancement

Set here the values for image enhancement.



Picture 51: Slider for Enhancement parameters

D.2.3.1 Brightness

The **Brightness** slider defines the resulting brightness in the image. Lower brightness values result in darker images, higher values result in brighter images.

Values close to 0% or to 100% may result in unwanted artifacts.

Touch the slider and move it to the desired position to set the value.

Otherwise touch the buttons **+** (plus) or **–** (minus) to modify the value.

D.2.3.2 Contrast

The **Contrast** slider defines the contrast in the image. Lower contrast values result in “smoother” images; higher values show more details and the images become “crisper”.

Values close to 0% or to 100% may result in unwanted artifacts.

Touch the slider and move it to the desired position to set the value.

Otherwise touch the buttons **+** (plus) or **–** (minus) to modify the value.

D.2.3.3 Image Sharpness

The **Image Sharpness** slider invokes an advanced automatic sharpening algorithm which sharpens the image before any other operation is performed.

The value “zero” disables the function. Very high values may produce artifacts depending on the type of document.

Touch the slider and move it to the desired position to set the value.

Otherwise touch the buttons **+** (plus) or **–** (minus) to modify the value.

D.2.3.4 Gamma

The **Gamma** slider defines the gamma correction directly inside the camera electronics. A value of 1.7 is a good approximation for most documents.

Higher gamma values show more details in dark areas and compress bright areas of the image.

Touch the slider and move it to the desired position to set the value.

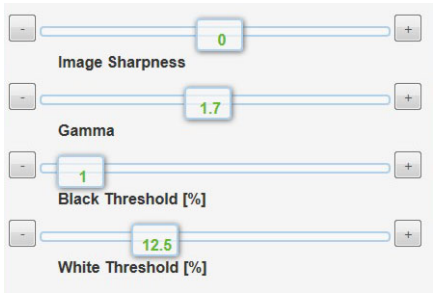
Otherwise touch the buttons **+** (plus) or **–** (minus) to modify the value.

D.2.3.5 Exposure

Picture 52: Exposures modes

Fixed switches the function off.

If **Auto** is selected, the sliders of Enhancement parameters (Picture 51) change.



Picture 53: Black / White Threshold sliders

The sliders **Brightness** and **Contrast** are not displayed.

Two sliders for **Black Threshold** and **White Threshold** are displayed instead.

Black Threshold: Sets the threshold for **black**. All pixel values found in the image below the selected value are set to solid black.

White Threshold: Sets the threshold for **white**. All pixel values found in the image above the selected value are set to white.

D.2.3.6 Threshold

Picture 54: Threshold selector

If color mode is set to either binary or enhanced halftone, **Threshhold** is selectable.

Dynamic If threshold is set to **Dynamic**, the result is better on low contrast documents.

Fixed If set to **Fixed**, the function is disabled.

D.2.3.7 Despeckle

Picture 55: Despeckle selector

If color mode is set to either binary or enhanced halftone, **Despeckle** is selectable.

When scanning in binary or enhanced halftone, speckles (small dots which are actually extra pixels visible to the scanner) may appear on the image. Speckles can be caused by dust, scratches or imperfections in the print of the source document.

Selecting **Despeckle** removes these imperfections from the scanned image.

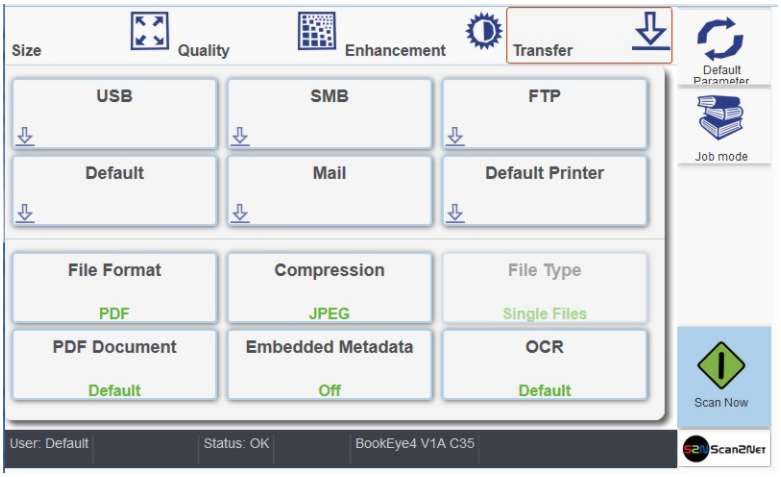
4x4 Positive Activates the function.

Off Disables the function.

D.2.4 Transfer

Select here in the upper two rows the targets, whereto the image should be transferred.

In the third and fourth row select the parameters of the file format and all parameters associated with the file format.



Picture 56: Transfer targets and specific file parameters

The buttons of the two upper lines do have a blue symbol in the lower left corner.

Touch here to open the touchscreen with the settings of the selected transfer target.

The content depends on the selected transfer target.

Chapter D.2.4.1 describes how an entry can be changed.

D.2.4.1 Modifying an entry of the transfer target

To change a file name, to select a subdirectory or to modify other entries for the transfer target, click the blue symbol. The touchscreen shows the current settings.

To change an entry, click in the respective line, for example “File name”.

The touchscreen changes and shows a keyboard. The cursor is positioned behind the entry to be changed.

Picture 57: Keyboard, displayed on the touchscreen

Key	Function
<<	Delete character.
OK	Confirms changes and returns to former screen.
Cancel	Cancel changes and returns to former screen.
aA	Shift button for upper/ lower case writing.
% x	Switches the keyboard and shows all variables which could be used in the name.

Use the keyboard to modify the entry.

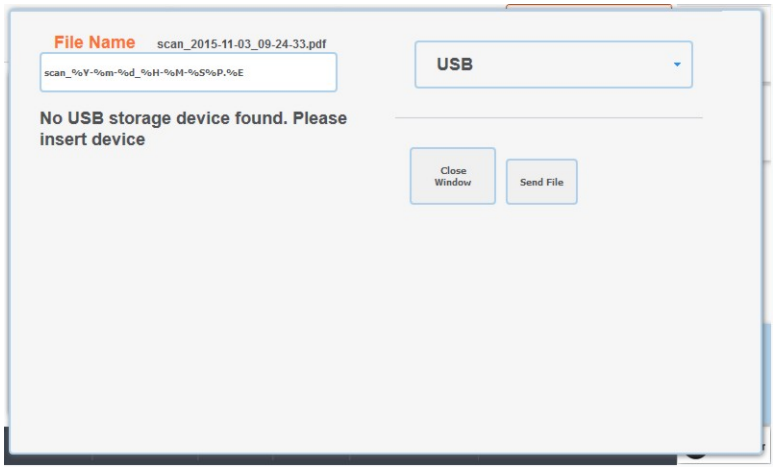
To confirm changes, touch the **OK** button.

The return to former screen without changes, touch the **Cancel** button.

D.2.4.2 USB

Transfers the scanned images to a USB storage device connected with the scanner.

If there is no USB storage device connected, you will see an error message otherwise the file name and the directory will be displayed.



Picture 58: Error message if USB device is missing

If you want to change the file name, touch the line with the file name entry.

Modify the entry as described in chapter D.2.4.1.

If you want to save your image to a subdirectory on the USB storage device, click the icon beside **Directory**. The directories will be listed.

Select the directory. Touch **OK** to confirm or touch **Cancel** to return without changes.

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).
Send File	Touch here to send the file to the selected transfer target.

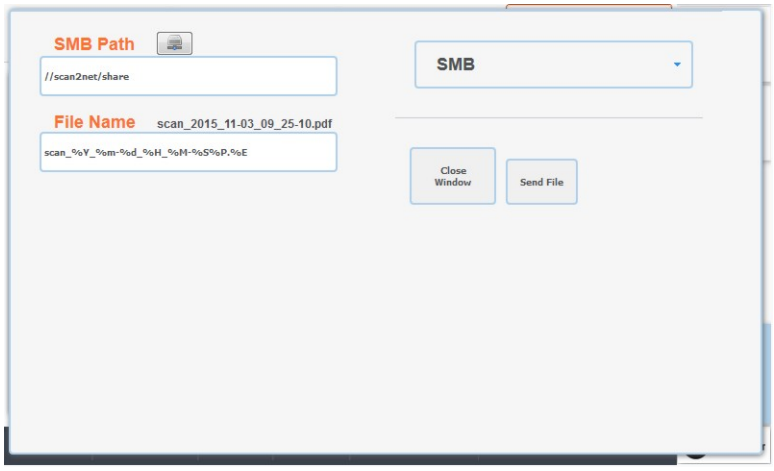
D.2.4.3 SMB

Uploads the scanned images directly to a previously defined network drive and directory or subdirectory or to a workstation drive and directory.

Click the **SMB** button to see the current settings.

If necessary, change the entries for **SMB Path** and/or **File Name**.

Chapter D.2.4.1 describes how the entries can be modified.



Picture 59: Entries for SMB path and file name

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).
Send File	Touch here to send the file to the selected transfer target.

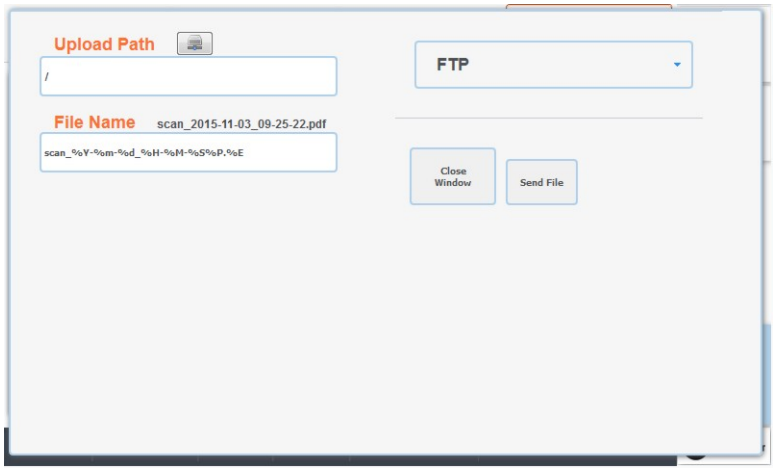
D.2.4.4 FTP

Scans directly to an FTP server.

Click the **FTP** button to see the current settings.

If necessary, change the entries for **Upload Path** and/or **File Name**.

Chapter D.2.4.1 describes how the entries can be modified.



Picture 60: Entries for FTP path and file name

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).
Send File	Touch here to send the file to the selected transfer target.

D.2.4.5 Default

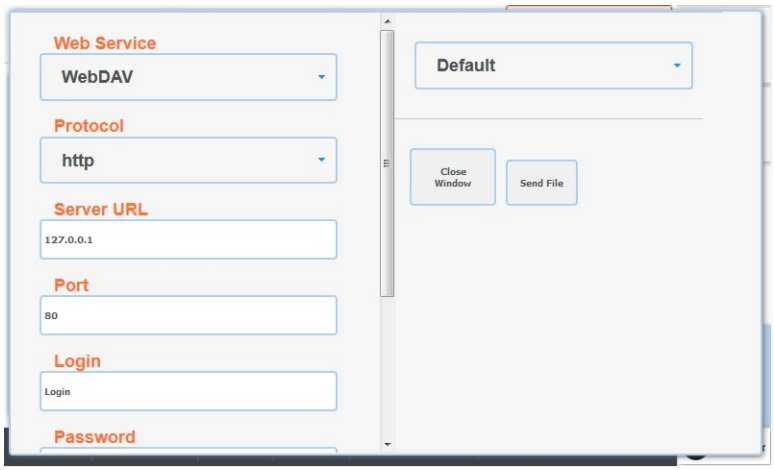
Scans directly to a defined directory in a cloud service.

Click the **Default** button to see the current settings.

All parameters can be defined form the touchscreen.

Click on the selection arrow beside the entries of **Web Service** and **Protocol** to see the list of available settings.

All other entries can be changed as described in chapter D.2.4.1.



Picture 61: List of cloud parameters

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).
Send File	Touch here to send the file to the selected transfer target.

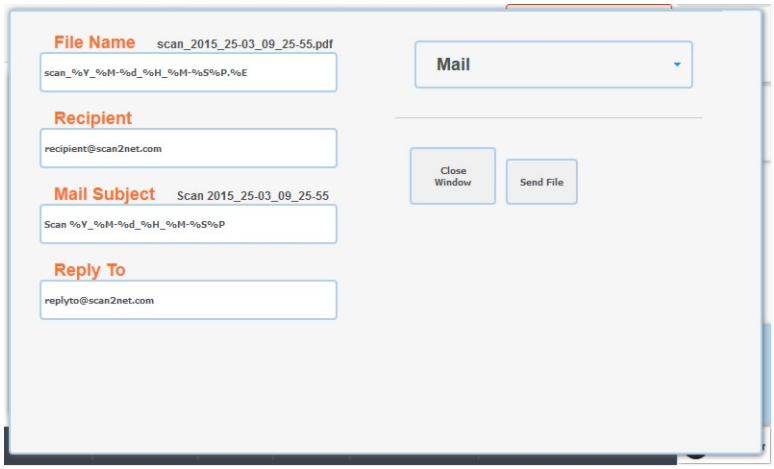
D.2.4.6 Mail

Sends scanned images via email to a defined email recipient.

Click the **Mail** button to see the current settings.

The mail server information, the sender´s name, the email address and the reply-to address can all be configured by clicking in the respective line.

Chapter D.2.4.1 describes how the entries can be modified.



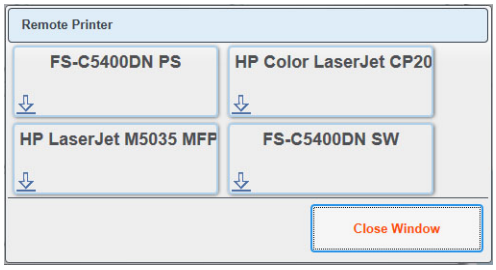
Picture 62: Mail transfer settings

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).
Send File	Touch here to send the file to the selected transfer target.

D.2.4.7 Remote Printer

Prints the images on a network printer to which the user has access.

Click the **Remote Printer** button to see the available pre-defined printer settings.

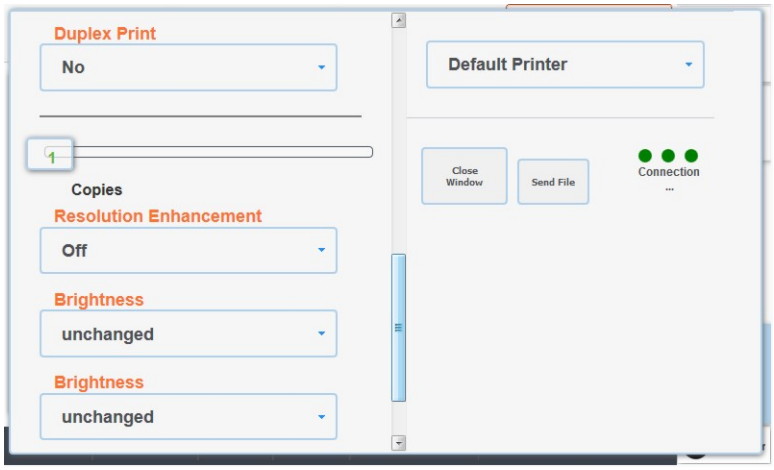


Picture 63: Available printers (example)

Click on a button to select a printer.

To list the settings of the selected printer, tap on the arrow symbol in the lower left corner of the button. This opens the parameter list.

The available parameters to be modified depend on the printer.



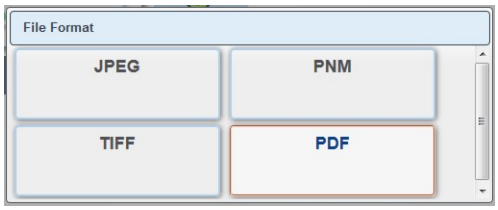
Picture 64: List of printer parameters

Click on the selection arrow (if displayed) beside the entries to see the list of available settings.

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).
Send File	Touch here to send the file to the selected transfer target.

D.2.4.8 File Format

Allows the user to select the file format in which scanned images are saved.



Picture 65: Select file format

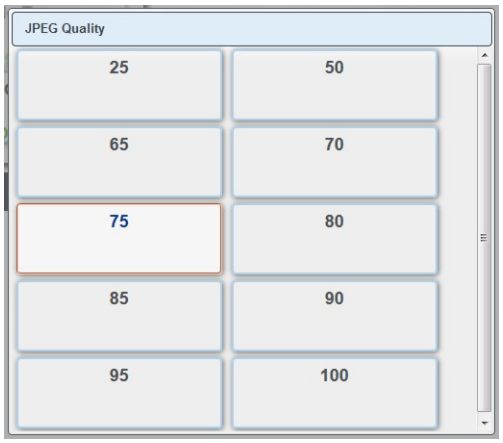
Touch the button with the desired file format.

The current file format is displayed in the bottom line of the button.

D.2.4.9 Compression

Allows the user to select the compression factor used when saving the file in the specified format. The compression factor will vary, depending on the file format selected.

If JPG is selected as file format, a list with values is displayed.

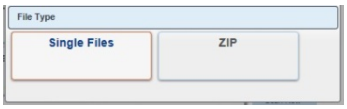
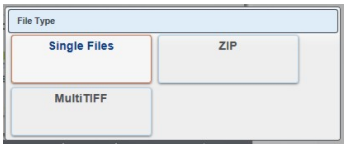


Picture 66: JPEG compression

D.2.4.10 File Type

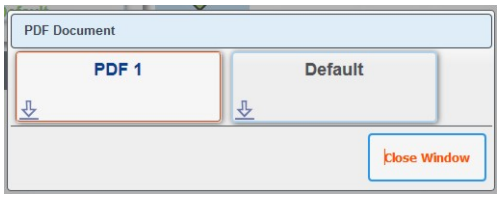
Only active if the scanner is operated in **Job Mode**.

The file type can vary, depending on the file format selected.

File Format	File Types
JPEG	
TIFF	
PNM	
PDF	

D.2.4.11 PDF Document

Defines the PDF format to be used when saving scanned images as PDF file.



Picture 67: Predefined PDF settings

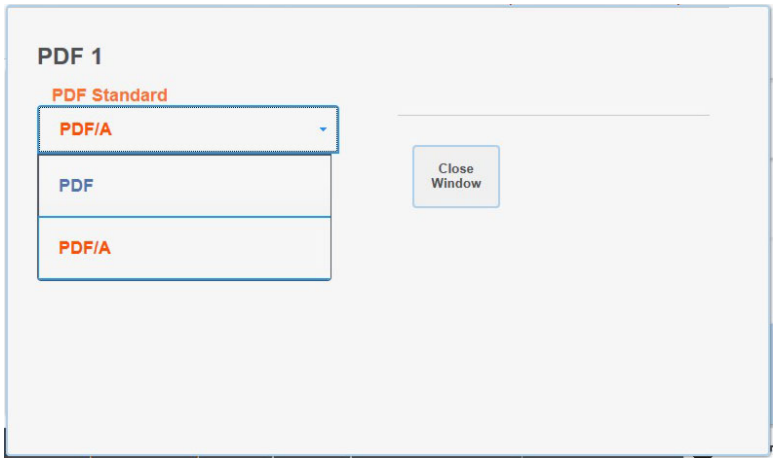
Touch the button with the desired setting. A list with available PDF formats will be displayed.

Select between PDF and PDF/A format.

Key	Function
Close Window	Touch here to close the window and to return to the main screen (Picture 35).

To list the settings, tap on the arrow symbol in the lower left corner of the button.

Available are PDF and PDF/A.



Picture 68: List of available PDF formats

D.2.4.12 Embedded Metadata

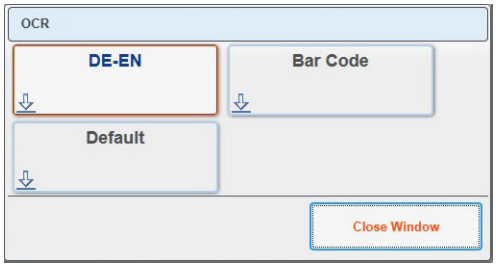
Activates the embedding of metadata to the scanned image.

Touch the button and select **On** embedding metadata.

Select **Off** to disable the function.

D.2.4.13 OCR

Select the OCR settings here.



The number of available OCR presets depends on the setting defined by the administrator in the **Poweruser** setup menu.

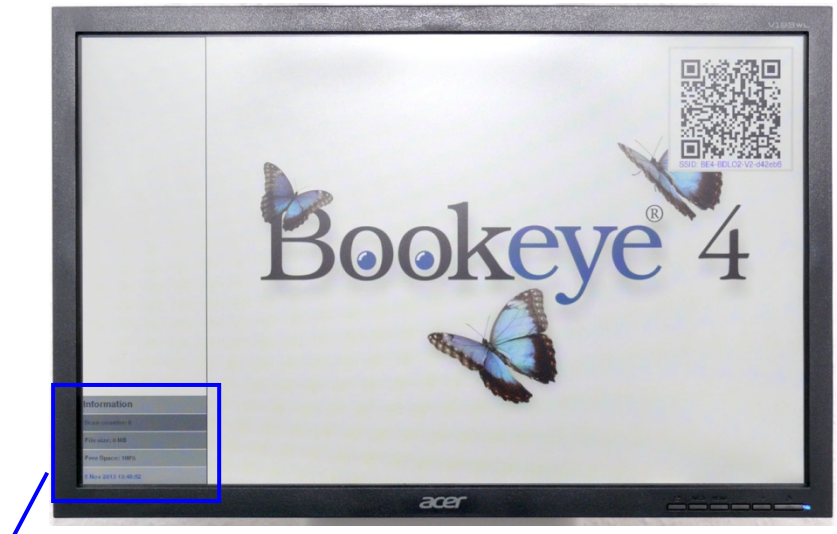
Currently available is the setting **Default.**

D.2.5 Job Mode in ScanWizard application

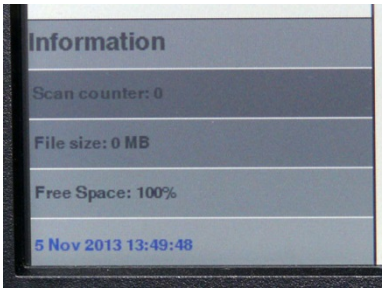
The default scan mode is **Single**.

Touch this icon in order to switch to **Job mode**

After selecting **Job mode** the TFT monitor displays an “Information Panel” at the left margin.



Picture 69: TFT flat screen after selecting “Job mode”



The **Information** panel contains:

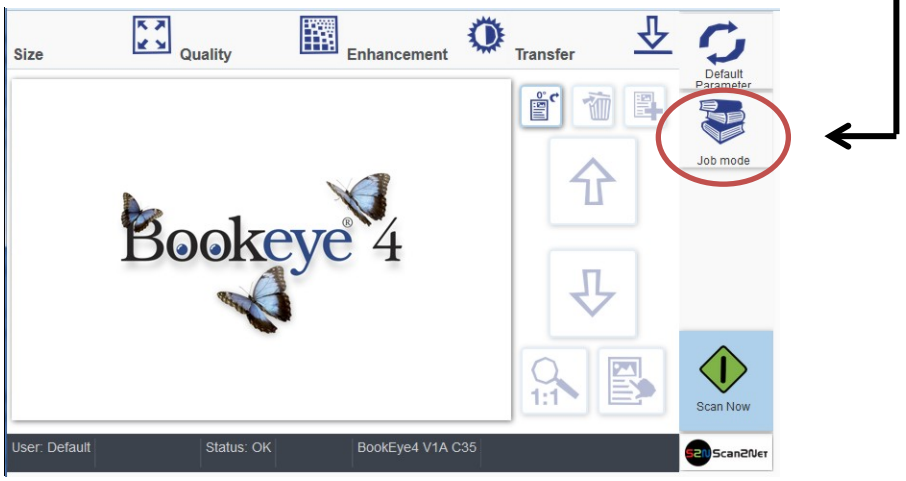
Scan counter: Number of images since starting **Job mode**.

File size: Size of all scanned images since starting **Job mode**.

Free Space: Remaining storage volume in percent.

<Date Time>: Current date and time

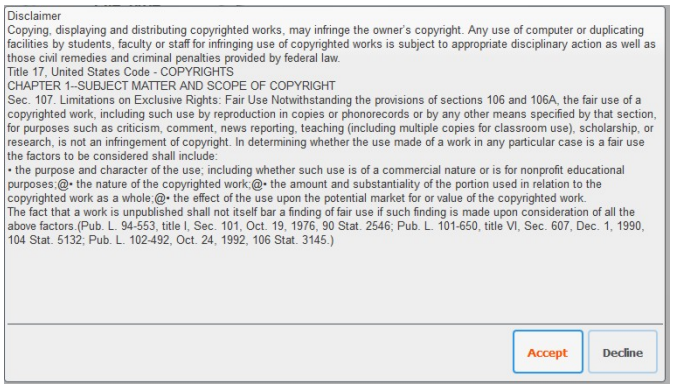
If the **Job Mode** is active, the ScanWizard start screen changes in one detail.



Picture 70: Startscreen Job Mode

After touching **Scan Now** the screen shows in a separate window a disclaimer with information about copyright and the legal situation while scanning documents.

This disclaimer must be accepted. Touch the respective button below the disclaimer text.



S2N_6-xx_en_001.jpg
S2N_6-xx_en_006.jpg
Drehen.jpg

Picture 71: Disclaimer with copyright notes

While scanning in job mode, some icons right beside the preview section will be activated.

Deletes the selected image.

Marks where in the list an image should be inserted.

Moves upwards through the list of images.
Moves a selected image upwards in the list.

Moves downwards through the list of images.
Moves a selected image downwards in the list.

Selects an image from the list. A frame marks the image in the list of images displayed on the TFT monitor.

The image scanned at last is marked with a “pencil” symbol in the list on the external monitor.

The menu button bar (Picture 35, item 2) remain the same.

D.2.5.1 Job mode, move image

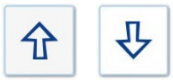
Use the upwards / downwards buttons to move the blue frame at first to the desired image.

Then touch the button. The image is marked with a red frame; the button itself and the up-/downwards buttons are marked with a red dotted frame.

Use the upwards / downwards buttons to move the selected image to its new position.

Press this button again to lock the image at the new position.

D.2.5.2 Job Mode, rescanning an image



Use the upwards / downwards buttons to move the blue frame to the image which should be rescanned.

The **Scan Now** button changes to **rescanimage**.

Touch the button to start the scan sequence.

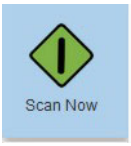
The image will be inserted at the marked position.

D.2.5.3 Job Mode, adding an image to the list at any position

Use the upwards / downwards buttons to move the blue frame to the image where an image should be added.

Mark the image prior to the position where the image is to be inserted.

Touch this button. An empty frame will be inserted prior to the marked image.



Touch the button. The scanned image will be inserted at the desired position.

D.2.5.4 Job Mode, deleting an image

Use the upwards / downwards buttons to move the blue frame to the image which should be deleted.

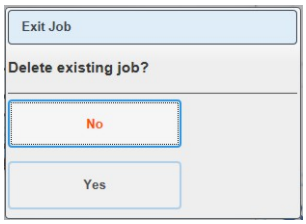
Touch the button to select the image. The image is marked with a red frame; the button itself and the up-/downwards buttons are marked with a red dotted frame.

Touch the button. The image will be deleted. The images, which follows in the list, will be moved upwards.

D.2.5.5 Quit Job Mode

Touch this button in order to exit the **Job Mode** and to return to single mode scanning.

On the touchscreen a window opens.



Picture 72: Exit Job Mode request

Touch **Yes** to confirm the end of the **Job Mode**.

Otherwise touch **No** to continue the scanning in **Job Mode**.

D.2.6 Return to Select Application Screen

Touch the button to leave the ScanWizard application. This will return the touchscreen to the **Select Application** screen (Picture 34).

Chapter D.3 to chapter D.3.5 and the corresponding subchapters describe the available functions of the Scan2Net application.

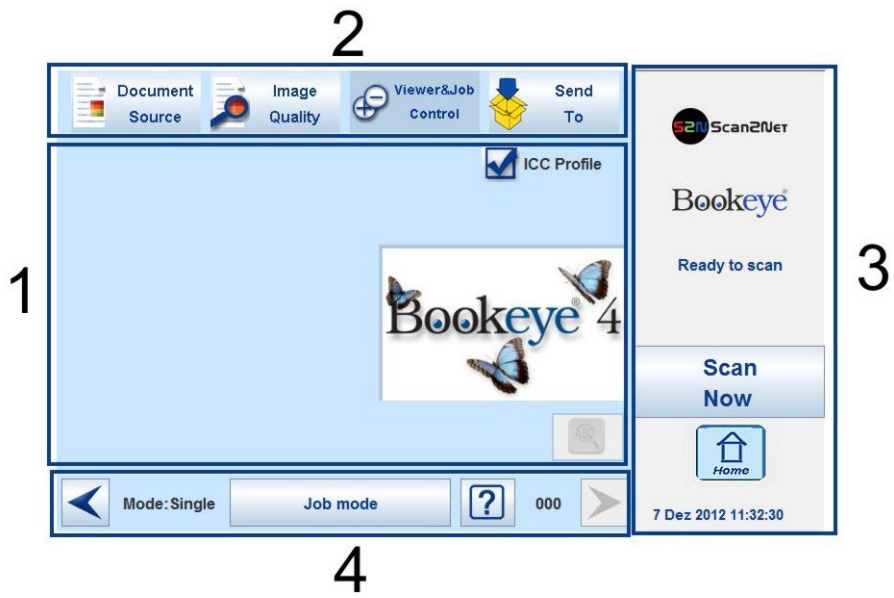
To leave the application, touch a free section in the title line of the application. Confirm the request by touching the **STOP** button.

D.3 Scan2Net® Start Screen

In general: The description of the Scan2Net application refers to the **Scan2Net Expert** version.

The **Scan2Net Easy** version has reduced parameters.

After touching **Scan2Net** the kiosk application starts with the **Viewer&Job Control** screen.



Picture 73: Viewer & Job Control screen

The touchscreen is structured in four sections, which allow operators to control and select various functions of the scanner.

1: This section shows the main controls or parameters depending on the selected control field in section 2.

2: Control fields to select the menu screens directly.

3: This section shows the status of the scanner, e.g. "**Ready to scan**, allows starting the scan sequence by touching **Scan Now**, allows returning to the start screen, and displays date and time.

4: The content of this section changes dependent on the selected control field in section 2. More specific information can be found in the respective chapters.

D.3.1 Control Fields of the Touchscreen

By touching the buttons in section 2 each menu screen can be reached directly.

The chapters D.3.2 to D.3.5 describe the functions of the menus in detail.

Touch this button to start the scan sequence.

Touch this button to return to the start screen from every other menu.

If available, this two arrow buttons switch to the next or to the previous menu screen.

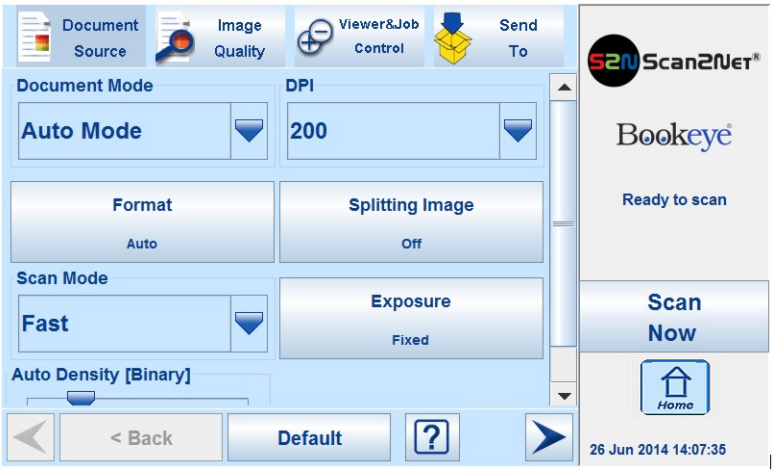
Touch this button to return to the main menu.

Touch this button to set all parameters to default values.

Touching this button opens an additional window. The additional window contains short information about the available functions.

D.3.2 Touchscreen – Document Source

The **Document Source** screen allows selecting from a wide range of scan parameters.



Picture 74: Document Source screen

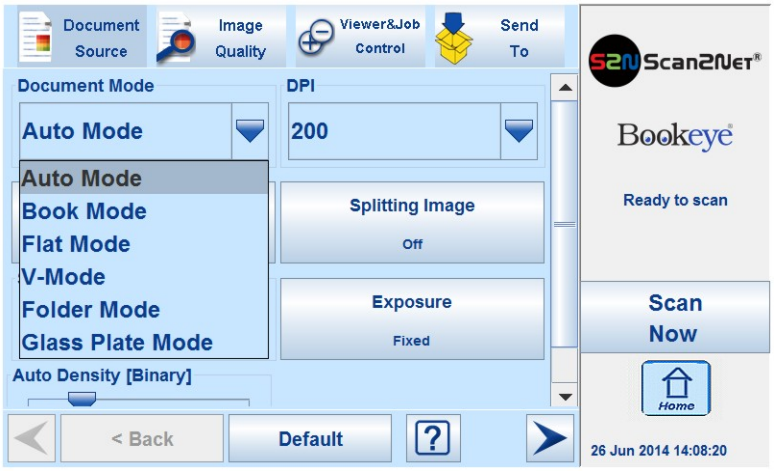
The content of the menus which are selectable with the buttons can vary.

This depends on the selected document mode.

The variation affects specially the content of the **Format** menu. A detailed description can be found in chapter D.3.2.3 and the following subchapters.

D.3.2.1 Document Mode

The **Document Mode** setting defines the focusing method when scanning documents.



Picture 75: List of Document Modes

D.3.2.1.1 Auto Mode

This mode automatically detects the position of the book cradle and the type of document to be scanned. The focus is set depending on the detected document mode that matches the best.

The Auto Mode selects automatically between Flat Mode, Folder Mode or V-Mode.

Please note: The document should always be placed in the horizontal middle of the book cradles. The laser line cross must be visible at the document.

Document minimum width must be ten centimeter.

A minimum of four centimeters of the documents width must be placed left from the gap between the book cradle plates.

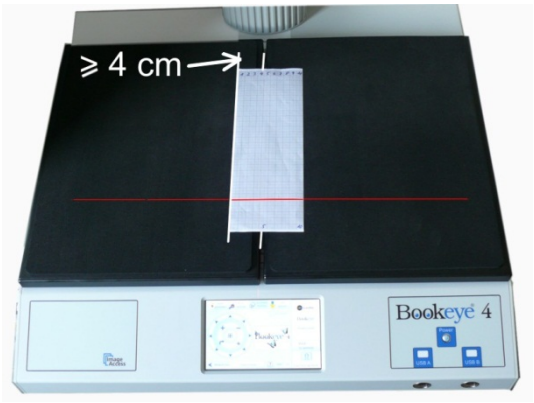
The **Auto Mode** function cuts the image to a rectangle which covers the four document corners. If the document is not aligned properly to the laser line, a small black border is displayed around the document.

If the document is too small, the image shows the complete scan area.

D.3.2.1.2 Document Position / Minimum Document Size

Please note: The following pictures show a former version of the Bookeye 4 scanner.

Example for correct document position …



Picture 76: Document placed correctly

…and image result

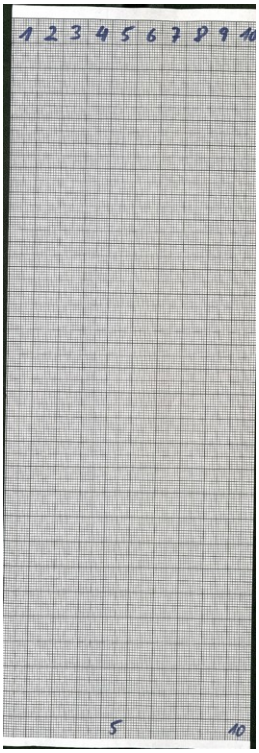
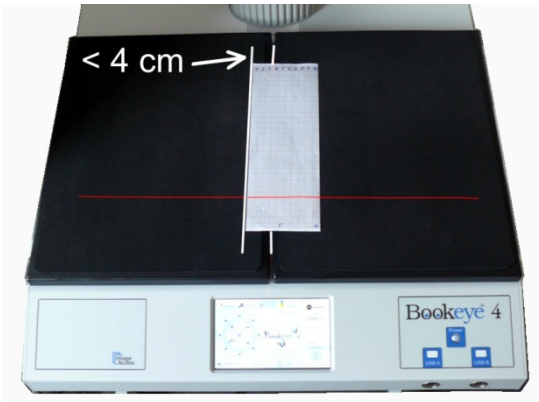


Image shows only the document

Example for false document position …



Picture 77: Document placed incorrectly

…and image result

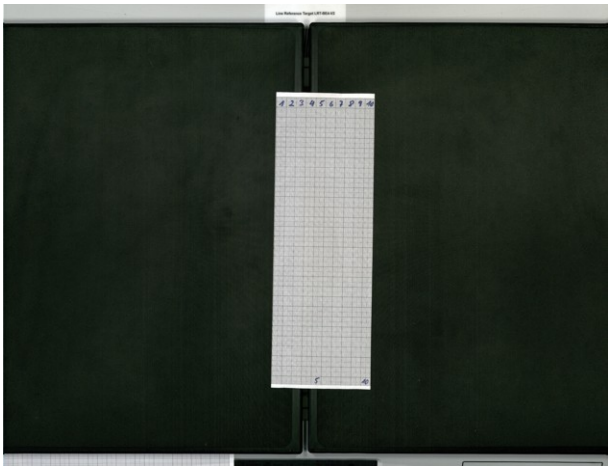
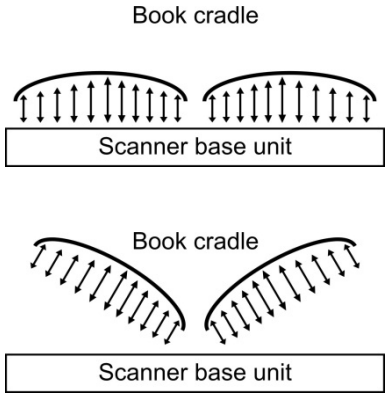


Image shows both book cradles

D.3.2.1.3 Book Mode



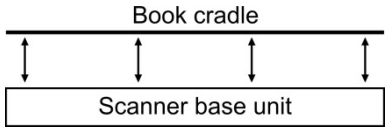
Recommended method for scanning books.

The book binding curvature will be compensated and flattened out. The focus will be set depending on the form of the book and its curvature.

The focus will be set depending on the position of the book cradle plates.

If the book cradle plates are set in “V” position the focus will be set dynamically according to the detected book curvature.

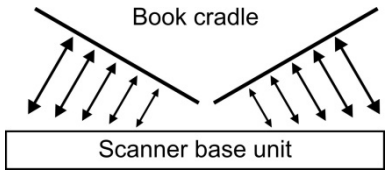
D.3.2.1.4 Flat Mode



The focus value will be set dependent on the document height.

The measured focus value will be used for the complete scan area.

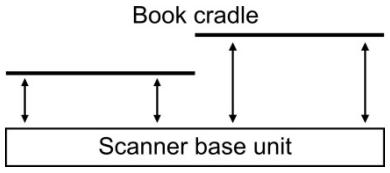
D.3.2.1.5 V-Mode



To be used when the book cradle is positioned in the “V” position.

The focus will be dynamically set dependent on the “V” position of the book cradle.

D.3.2.1.6 Folder Mode



Sets separate focus values for the left and right book cradle plates.

This mode is recommended when scanning documents with significant height differences on each side.

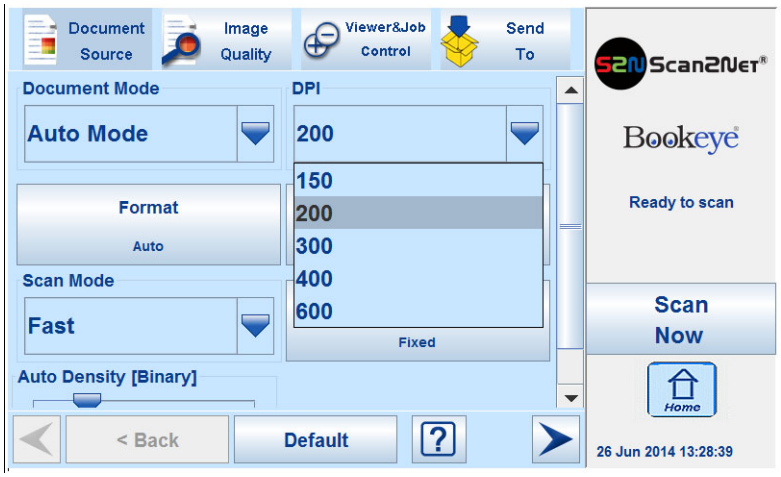
D.3.2.1.7 Glass Plate Mode

Not available with Bookeye® 4 V3

Select this mode if a glass plate is attached to the scanner. The Glass Plate Mode adapts the system setting to the special illumination situation when scanning documents in conjunction with the V-shaped glass plate or the flat glass plate.

D.3.2.2 DPI

The **DPI** setting allows selecting a resolution from a list of resolution values supported by the Bookeye® 4 scanner.



Picture 78: List of Resolutions

Touch the blue arrow beside the currently selected value to open the list of available resolutions.

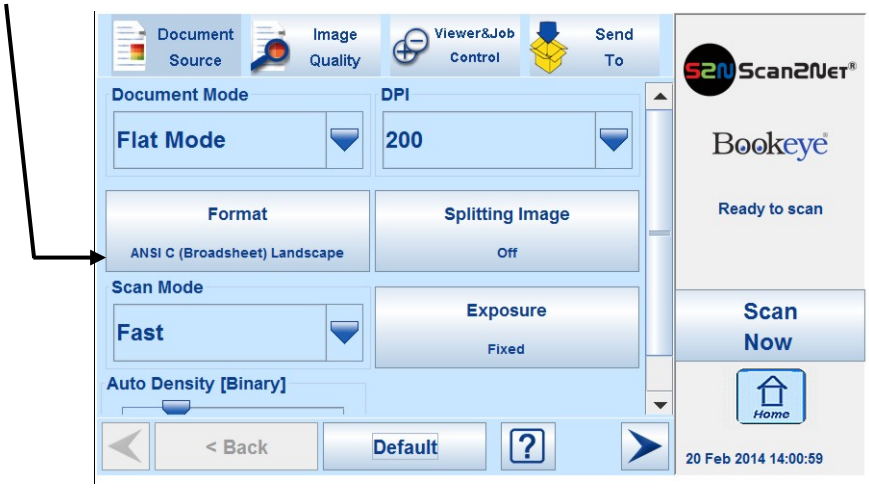
Select the desired value by touching the value in the list.

The list closes and the selected value is displayed.

D.3.2.3 Format

The **Format** button allows defining the scan area size.

The bottom line of the button **Format** shows the current format setting.



Picture 79: Selector for Format settings

Depending on the **Document Mode** selected, the available formats will vary.

Chapter D.3.2.3.1 describes the dependencies between **Document Mode** and **Format**.

The formats are described in detail in the chapters D.3.2.3.3 to D.3.2.3.7.

D.3.2.3.1 Dependencies between Document Mode and Format

The table below shows the dependencies between **Document Mode** and the available settings in **Format**.

Document Mode	Format
Auto Mode	Maximum ➔ Landscape / Portrait left / Portrait right Auto Crop and Deskew
Book Mode	Auto Crop and Deskew
Flat Mode	Maximum ➔ Landscape / Portrait left / Portrait right Auto Crop and Deskew DIN ANSI
V-Mode	Maximum ➔ Landscape / Portrait left / Portrait right Auto
Folder Mode	Maximum ➔ Landscape / Portrait left / Portrait right Auto Crop and Deskew DIN ANSI
Glass Plate Mode	Maximum ➔ Landscape / Portrait left / Portrait right Auto Crop and Deskew DIN ANSI

D.3.2.3.2 Finger Removal Mode

The **Finger Removal Mode** function is available with all formats except **Maximum**.

It allows selecting from three settings. The settings are displayed with check boxes at the bottom line of the touch screen.

Picture 80: Finger Removal Modes

Off Disables the **Finger Removal Mode**.

Book Fan The book fan at the left and right side will be detected and eliminate from the image.

On The book fan at the left and right side will be detected and eliminate from the image. If the book is kept flat by one or multiple fingers, the contour of the fingers will be detected and removed.

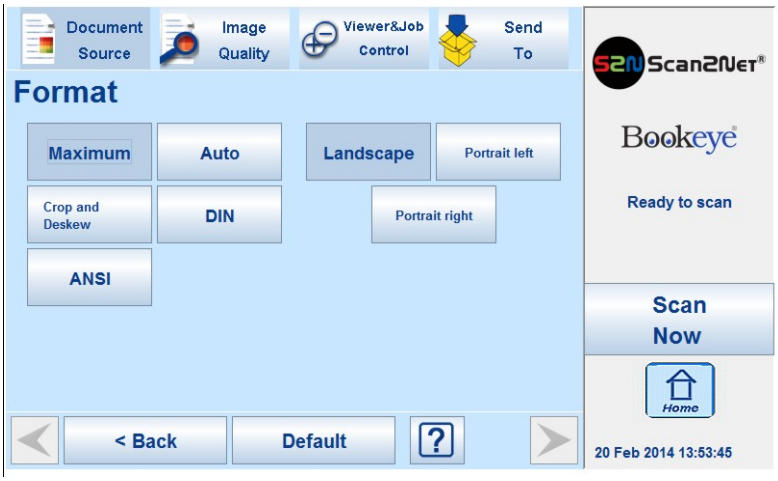
The detected contour then will be filled with black or white color or with an automatically detected pattern. The pattern depends on the color which is found in the image below and above the finger contour.

Read chapter B.6 and its subchapters for detailed information about the criteria and the requirements of the **Finger Removal Mode**.

Please note: If the document is hold at both sides in its position, it is recommended to use a foot pedal for starting the scan sequence.

D.3.2.3.3 Maximum

With **Maximum** three buttons will be displayed.



Picture 81: Parameters for Maximum format

Landscape Scans the maximum scan area in landscape orientation.

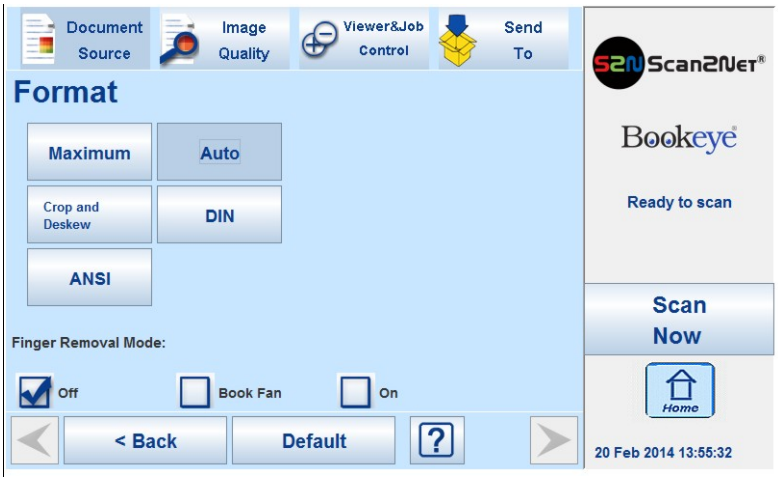
Portrait left Scans the area left from the gap between the book cradle plates in portrait orientation.

Portrait right Scans the area right from the gap between the book cradle plates in portrait orientation.

Press this button to return from a submenu to the main menu.

D.3.2.3.4 Auto

The complete scan area will be scanned.



Picture 82: Book Mode Formats

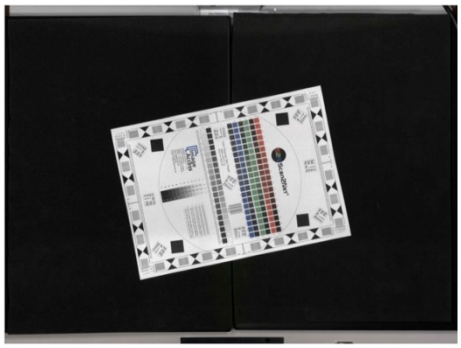
Auto

The resulting image will be reduced to the document size. If the document is not aligned to the red laser line the resulting images will have the smallest possible black margin.

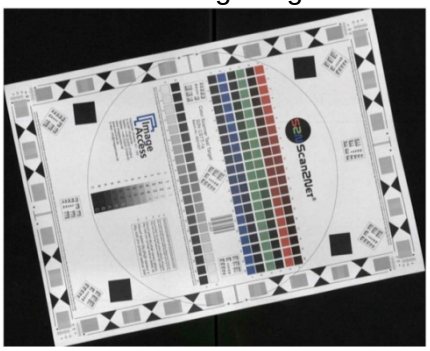
The black margin depends on the size of rectangle which covers the complete document.

Example: Scanning with Format ➔ Auto:

Document at book cradles



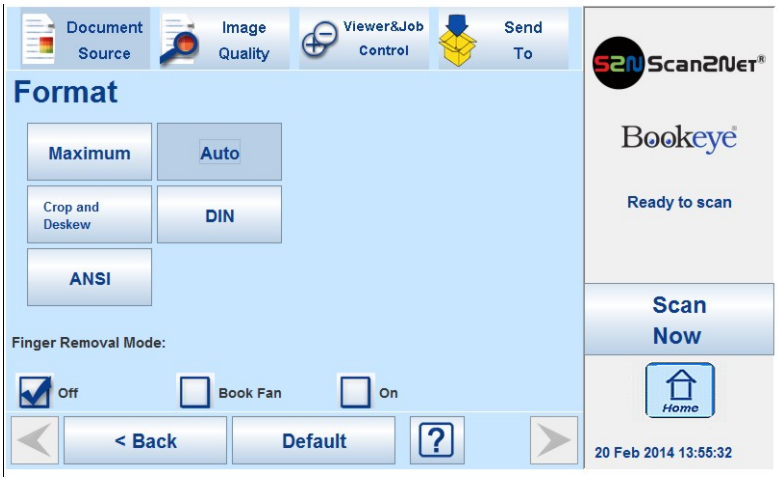
Resulting image



Press this button to return from a submenu to the main menu.

D.3.2.3.5 Crop and Deskew

The complete scan area will be scanned.



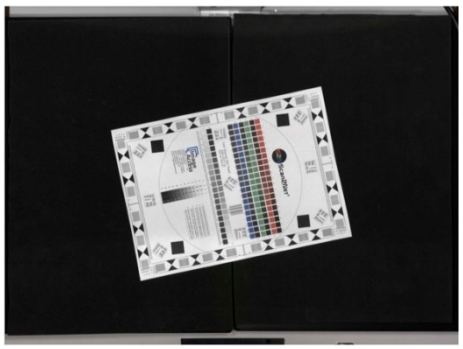
Picture 83: Crop and Deskew screen

If a document is not placed perfectly aligned horizontally and vertically, this function will correct the alignment.

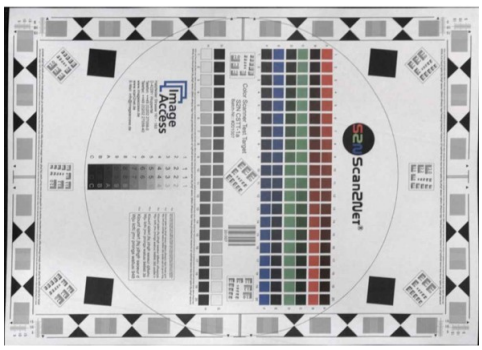
The resulting image shows the aligned document without any border.

Example: Scanning with Format ➔ Crop and Deskew

Document at book cradles



Resulting image



Please note: In document mode **Book Mode** this function does not work with two single pages positioned at the left and the right book cradle plates. The images will not be aligned as shown in the above example for the resulting image.

If **Splitting Image** (see chapter D.3.2.4) is active, two images will be displayed. Each image shows the respective document, surrounded by a black rectangle. The black rectangle encloses the complete document. The resulting image will not be aligned (= deskewed).

Press this button to return from a submenu to the main menu.

D.3.2.3.6 DIN

When selecting **DIN**, an additional small window is displayed in the touchscreen.

It contains the available DIN (=ISO) paper sizes.

Picture 84: Format DIN (=ISO) selected

Depending on the selected paper size the buttons for **Landscape**, **Portrait left** and **Portrait right** are inactive (= gray) or active.

If the selected paper size is too large to be scanned in portrait orientation the buttons for **Portrait left** and **Portrait right** are inactive (= gray).

Landscape:

Press the button to scan the selected size in landscape orientation. The scan area position is symmetrically to the horizontal middle at the lower margin of the book cradles.

Portrait left / **Portrait right:**

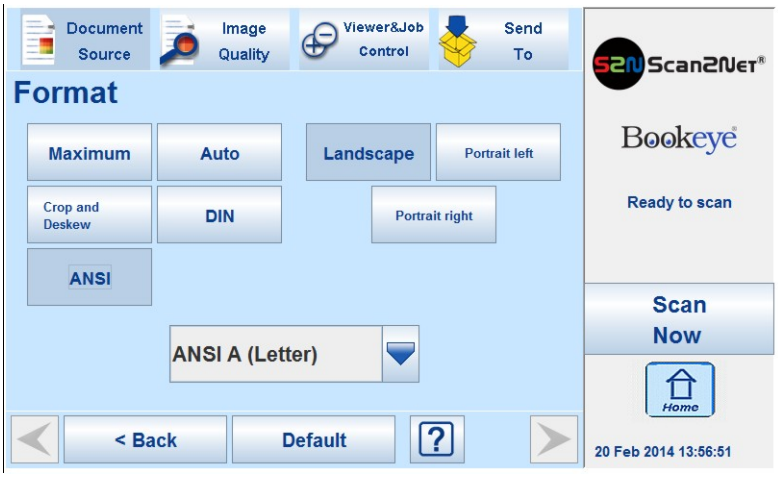
Press the button to scan the selected size in portrait orientation. The scan area starts left respectively right from the horizontal middle at the lower margin of the book cradles.

Press this button to return from a submenu to the main menu.

D.3.2.3.7 ANSI

When selecting **ANSI**, an additional small window is displayed in the touchscreen.

It contains the available ANSI paper sizes.



Picture 85: List of ANSI formats

Depending at the selected paper size, the buttons for **Landscape**, **Portrait left** and **Portrait right** may be inactive (= grayed) or active.

Landscape:

Press the button to scan the selected size in landscape orientation. The scan area is symmetrically to the horizontal middle at the lower margin of the book cradles.

Portrait left / Portrait right:

Press the button to scan the selected size in portrait orientation. The scan area is left resp. right from the horizontal middle at the lower margin of the book cradles.

Press this button to return from a submenu to the main menu.

D.3.2.4 Splitting Image

The button **Splitting Image** is used to select splitting the document scanned for the output images.

Picture 86: Splitting Image

Left: The selected format will be scanned completely. Only the left half of the selected format will be displayed.

Right: The selected format will be scanned completely. Only the right half of the selected format will be displayed.

Auto

Picture 87: Selecting the „Splitting Start Page“

The complete scan area will be scanned. The resulting image size will be detected and it will be divided into two symmetrical parts. Both parts will be displayed successively as separate images.

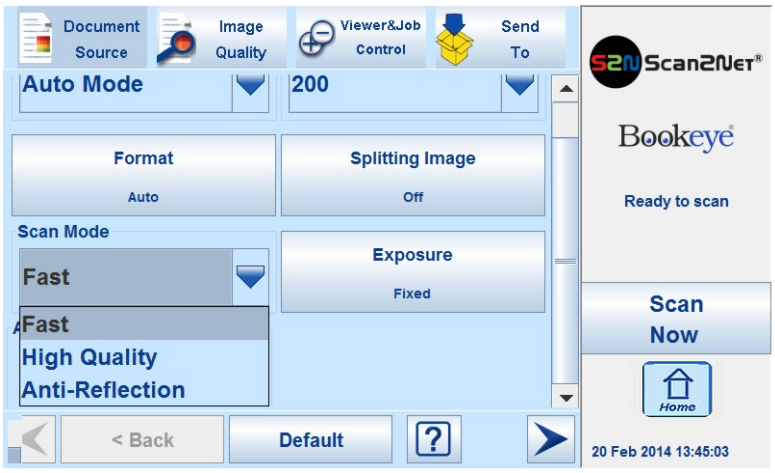
Press **Scan now** again to show the second part of the document.

If selecting **Auto,** an additional selector opens. Here the page that will be displayed first can be selected as a start page.

Press this button to return from a submenu to the main menu.

D.3.2.5 Scan Mode

The **Scan Mode** screen allows the user to select from three scan modes.



Picture 88: Available Scan Modes

A selection list displays the available modes:

Fast Scans with normal speed. The scan speed depends on the selected scan resolution. That means, the higher the resolution, the lower the scan speed.

High Quality Scans with reduced scanning speed but improved scanning quality.

Anti-Reflection Scans with reduced scanning speed. Both lamps are active during the complete scan sequence.

This mode reduces reflection in the image and improves the results significantly during scanning documents with reflecting surface.

In general, the scan speed depends at the selected resolution.

That means, the higher the resolution, the lower the scan speed.

To demonstrate the advantages of the scan mode **Anti Reflection**, a magazine has been used which was printed at glossy paper.

Example 1

Document mode: Flat mode.

Scan mode: Fast

Considerably reflections in the area to the left and to the right of the center binding.

Document mode: Flat mode.

Scan mode: Anti Reflection

The reflections are significantly reduced compared to the image displayed before.

Example 2

Document mode: Book mode.

Scan mode: Fast

Document mode: Book mode.

Scan mode: Anti Reflection

A further advantage of the book mode is demonstrated in example 2. The curvature of the scanned magazine is flattened, which results in a readability improvement.

D.3.2.6 Exposure

The **Exposure** screen allows selecting the functions **Black Cut** and **Auto**.

Fixed switches the function off.

Picture 89: Exposure Modes

When **Black Cut** or **Auto** is selected a numeric key pad opens.

Picture 90: Numeric key pad to set threshold value

Black Cut

0 (zero) to 100

Sets the threshold for **black**. All pixel values found in the image below the selected value are set to solid black.
Result: The image contrast is improved.

Auto

0 (zero) to 100

Sets the threshold for **black** and activates the **automatic exposure** control.
This function analyzes the image and detects the brightest and the darkest area. The detected brightness range is expanded to the maximum range of the scanner. Otherwise all values below the threshold are defined as “black”.

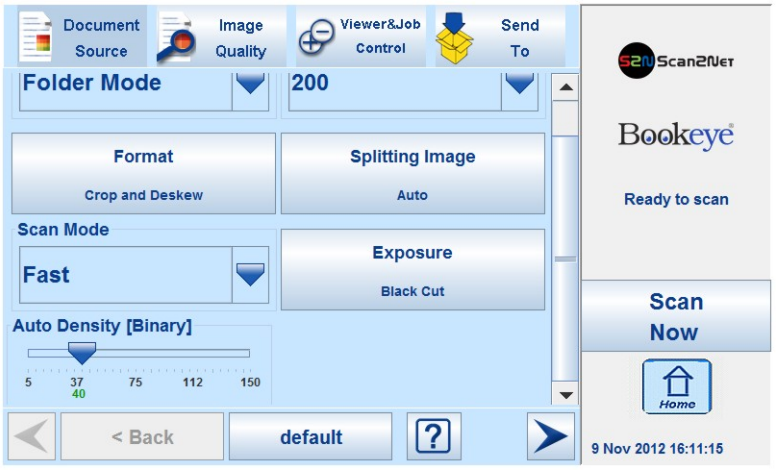
Result: Automatic contrast control and the image contrast is improved.

To set a new value, touch in the line of the displayed value and erase the value with the **DEL** button.

Enter the new value with the key pad and touch **Send** to send the new value.

D.3.2.7 Auto Density [Binary]

This parameter defines the scanner's sensitivity for the automatic format detection. Default value: 40



Picture 91: Auto Density slider

When scanning dark documents, the value should be reduced in small steps until the desired result is achieved.

Please note: The higher the numeric value, the more contrast there must be between background and scanned document.

The default value is marked below the scale by the green "40".

D.3.3 Touchscreen – Image Quality

The **Image Quality** screen allows setting a wide range of image quality parameters.

Picture 92: Image Quality 1

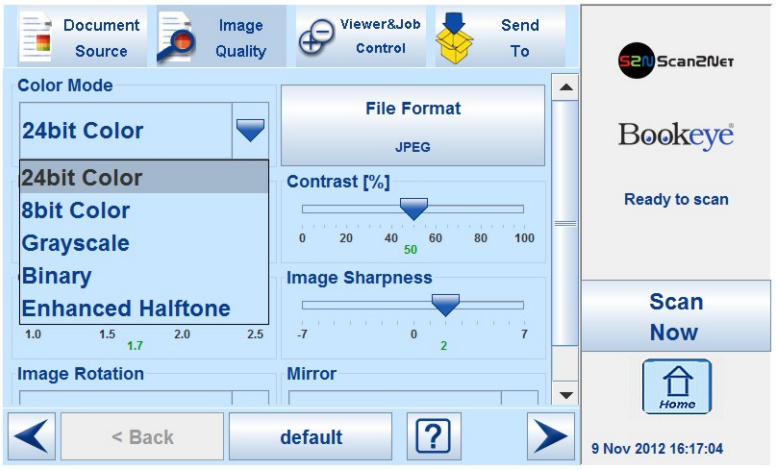
In color mode **Binary** two additional menu items will be displayed.

These are the menu items **Invert** and **Despeckle**.

Picture 93: Image Quality 2

D.3.3.1 Color Mode

By touching the selection arrow of the **Color Mode** section the list of available color modes opens.



Picture 94: List of Color Modes

Touch the title of the desired color mode to select the mode. The list closes subsequently.

Picture 94 shows the available color modes.

D.3.3.2 File Format

Press the **File Format** button to select a file format for the images.

D.3.3.2.1 JPEG

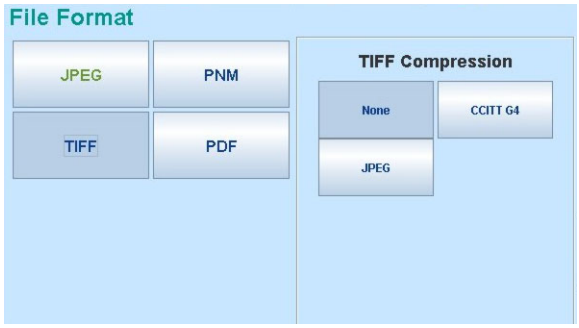
Picture 95: Submenu File Format “jpeg”

Depending on the file format selected, some additional parameters will be displayed.

With the **JPEG** file format, a value for the image quality can be entered by the numeric key pad.

This value determines the compromise between quality and compression rate. A higher quality factor produces larger files. The default setting of 75 is a good compromise for most documents.

D.3.3.2.2 TIFF



Picture 96: Submenu File Format TIFF

With the **TIFF** file format, the compression method of the file can be selected with the **TIFF Compression** buttons.

CCITT G4 Recommended with color mode “Binary”.

JPEG Recommended for all other color modes.

None Disables the data compression.

D.3.3.2.3 PNM

With the **PNM** file format, no additional parameters are available.

D.3.3.2.4 PDF

With the **PDF** file format, the same compression methods are available as with the **TIFF** format (see picture above).

Press this button to return from a submenu to the main menu.

D.3.3.3 Brightness

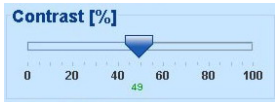
Picture 97: Brightness slider

The **Brightness** slider defines the resulting brightness in the image. Lower brightness values result in darker images, higher values result in brighter images.

Values close to 0% or to 100% may result in unwanted artifacts.

Move the slider indicator to the desired position to set the value.

D.3.3.4 Contrast



Picture 98: Contrast slider

The **Contrast** slider defines the contrast in the image. Lower contrast values result in “smoother” images; higher values show more details and the images become “crisper”.

Values close to 0% or to 100% may result in unwanted artifacts.

Move the slider indicator to the desired position to set the value.

D.3.3.5 Gamma

Picture 99: Gamma slider

The **Gamma** slider defines the gamma correction directly inside the camera electronics. A value of 1.7 is a good approximation for most documents.

Higher gamma values show more details in dark areas and compress bright areas of the image.

Move the slider indicator to the desired position to set the value.

D.3.3.6 Image Sharpness

Picture 100: Image Sharpness

The **Image Sharpness** slider invokes an advanced automatic sharpening algorithm which sharpens the image before any other operation is performed.

The value “zero” disables the function. Very high values may produce artifacts depending on the type of document.

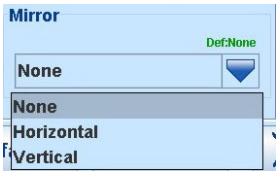
Move the slider indicator to the desired position to set the value.

D.3.3.7 Image Rotation

Picture 101: Image Rotation

The value selected from the list defines the rotation of the image in a clockwise direction. The image will be rotated directly after scanning and before display

D.3.3.8 Mirror

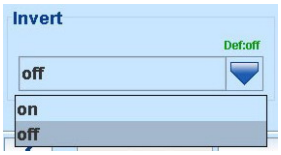


Picture 102: Mirror

This control mirrors the image along the selected mirror axis.

Using this setting can be helpful if scanning transparencies from the back.

D.3.3.9 Invert



Picture 103: Invert

This control is only available with the color modes **Binary** and **Photo**.

D.3.3.10 Despeckle

Picture 104: Despeckle

(Only available in **Binary** color mode)

Available modes are **4x4p** and **Off**.

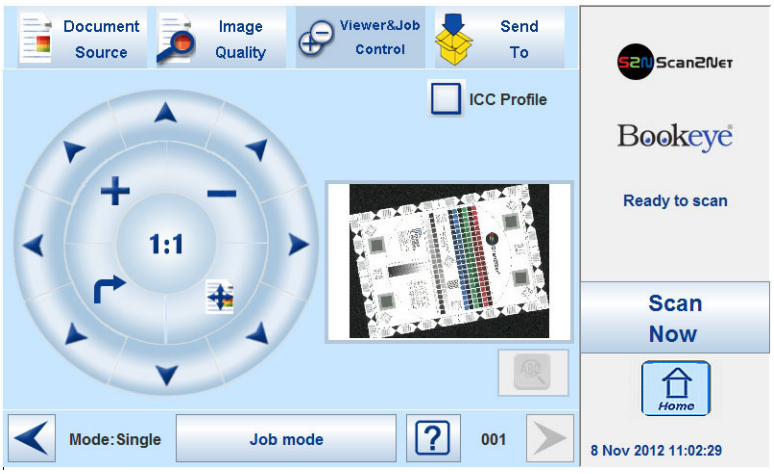
D.3.4 Touchscreen – Viewer & Job Control

The **Viewer Control** screen allows the operator to control and modify the image on the TFT flat screen.

Picture 105: Viewer & Job Control screen

The preview section (1) represents the TFT flat screen.

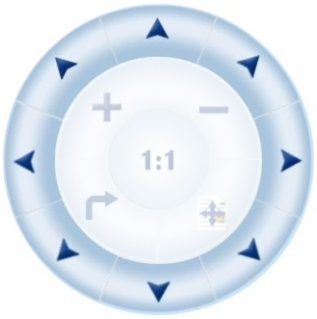
The scanned image is displayed on the TFT flat screen and with reduced quality in the preview section right beside the controller elements.



Picture 106: Scanned image in preview area

The ICC profile for the external monitor is integrated into the image if the checkbox is selected.

The controller is structured in three round elements (circles).



The outer circle contains the keys to move the zoomed area across the image.

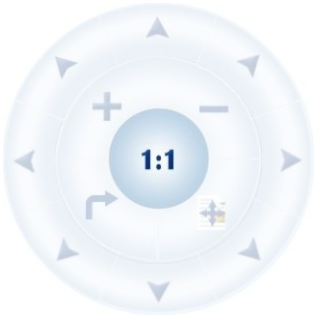
The middle circle contains the keys to

zoom in

zoom out

rotate the image in clockwise direction in steps of 90 degrees

scale the image to the real size of the source document. A centered cutout of the image is displayed on the TFT flat screen.



The inner circle symbol allows selecting between two settings. It shows the selectable setting, not the selected setting.

Touching this symbol displays the image with its genuine dimensions (100%), depending on the resolution selected for scanning.

Touching this symbol displays the complete image on the TFT flat screen. The image will be scaled to a size that matches the screen size.

Table 1: Controller circles and their functions

D.3.4.1 Zonal OCR

The Bookeye® 4 offers a zonal OCR function. This function can be activated by the button positioned right below the preview section.

Zonal OCR means, that only the marked area will be processed by the OCR function. Text and line feed will be found only. A layout analysis will not be executed.

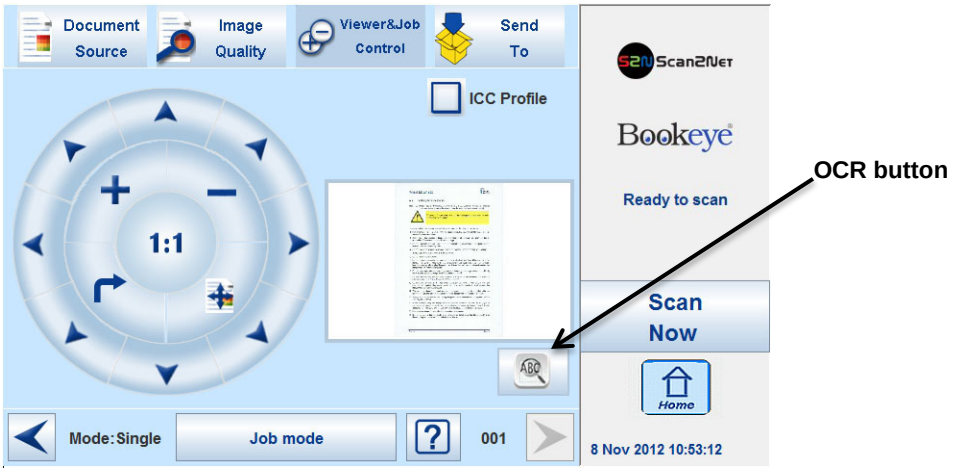
Prior using the zonal OCR it is required to set the scan parameters as follows:

Format: Crop and deskew

Resolution: Between 300 dpi and 600 dpi.

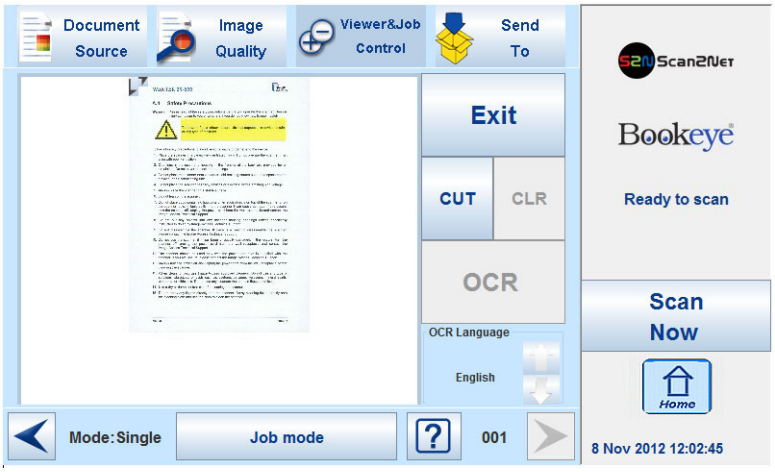
File format: PDF

Scan the document. The preview section of the touchscreen shows the image with reduced resolution. After scanning, the OCR button below the preview section is active.



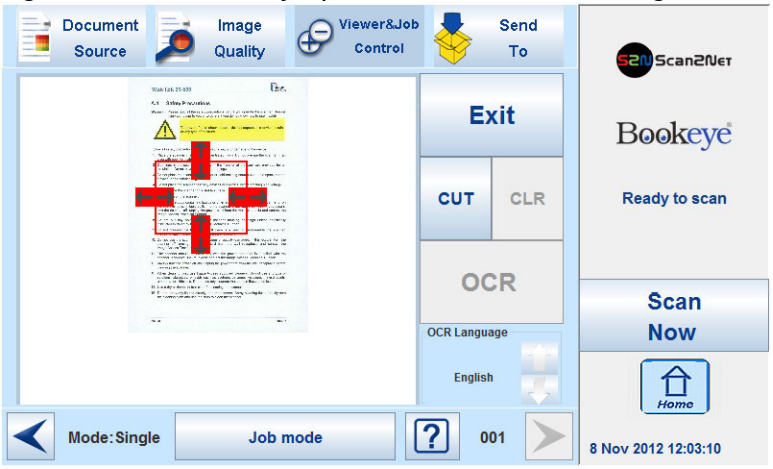
Picture 107: OCR button activated

Press the OCR button. The touchscreen change and shows the image and the control buttons for the OCR function.



Picture 108: OCR touchscreen

Touch the image at an arbitrary position. A red rectangle will be displayed.



Picture 109: Rectangle defines the area for OCR function

Exit: Press **Exit** to return to the former screen.

CUT: Press the **CUT** button. The next screen will display the defined area more detailed.

CLR: Press **CLR** to delete the defined area.

OCR: Press **OCR** to start the OCR process.

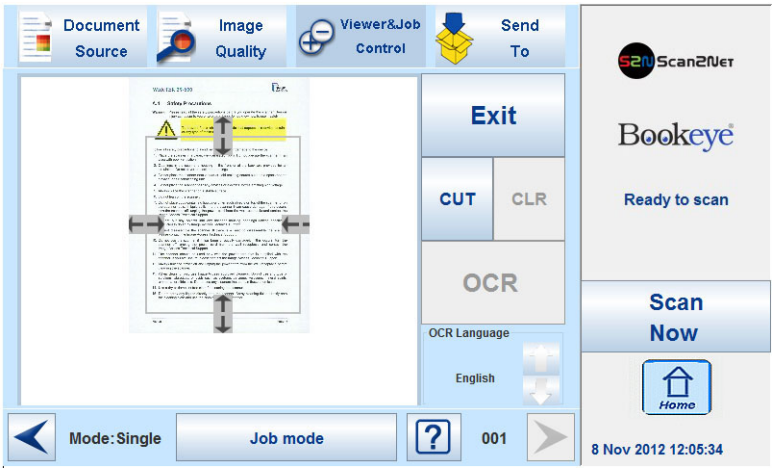
OCR Language: Press the Up/Down arrows to select a language which is used for the OCR process.

At first, only **CUT** is active.

Touch the arrows at the sides of the rectangle to define the dimension and the position of the area where the OCR function should be executed.

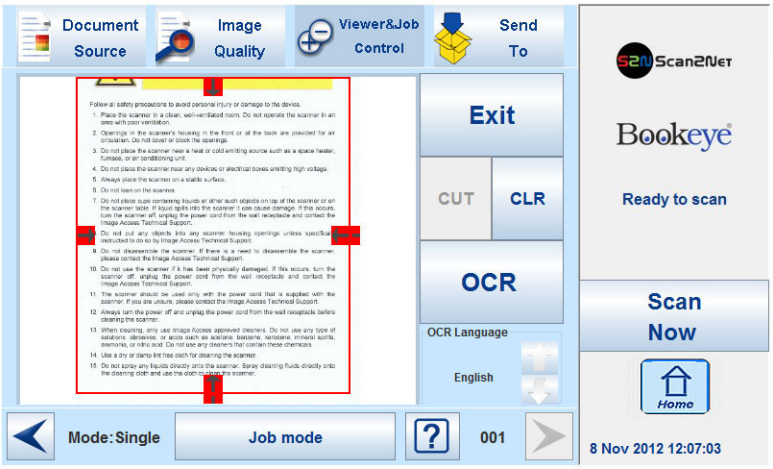
This is the first step and can be understand as a “pre”-selection.

Whenever the dimensions of the rectangle have been modified, it changes the color from “Red” to “Gray”.



Picture 110: Pre-selection area selected

Press **CUT** to separate the previously defined area from the complete image and to display it in detail.



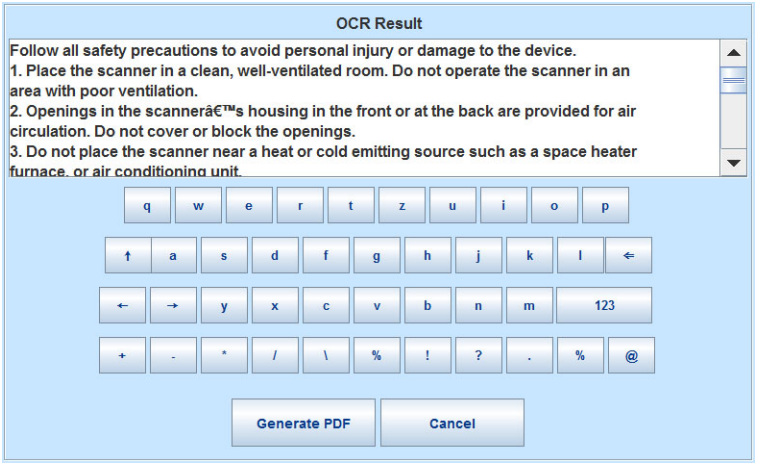
Picture 111: Selected area magnified

The next screen shows the selected area magnified and allows again defining an area for the OCR process.

Press **OCR** to start the OCR process.

Press **CLR** to return to the former screen and to repeat the definition of the OCR area.

The result of the OCR process will be displayed in the touchscreen.



Picture 112: OCR result

The OCR result shows only the plain text with line feeds, a layout analysis will not be offered.

The text can be edited by the user with the keyboard displayed at the touchscreen.

Generate PDF: Generates the PDF file of the text, detected by the OCR analysis.

The touchscreen will return to the **Viewer&Job control screen** (Picture 105).

Press the **Send to** button to save the image together with the text as PDF file.

D.3.4.2 Job Mode

The bottom line of the **Viewer & Job Control** screen is different to the bottom line of the other screens.

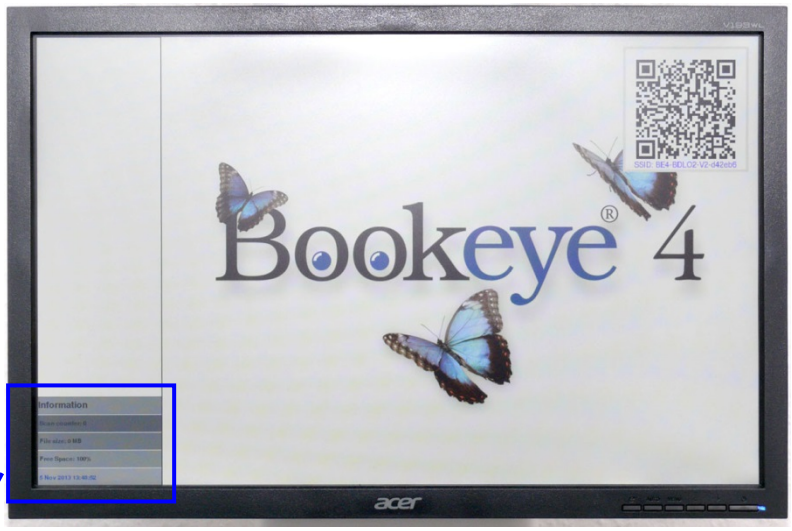
Picture 113: Bottom line with status

The bottom line shows

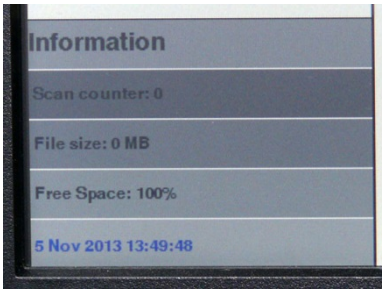
- the current scan mode status,
- the button to switch the job mode between **Single** and **Job mode**
- a scan counter between the question mark symbol and the “arrow right” symbol.

The default scan mode is **Single**. The button shows the selectable scan mode.

After selecting **Job mode** the TFT flat screen displays an “Information Panel” at the left margin.



Picture 114: TFT flat screen after selecting “Job mode”



The **Information** panel contains:

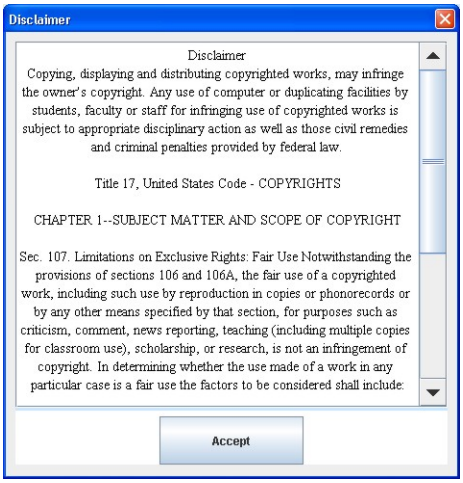
Scan counter: Number of images since starting **Job mode**.

File size: Size of all scanned images since starting **Job mode**.

Free Space: Remaining storage volume in percent.

<Date Time>: Current date and time

Before scanning the touchscreen displays a disclaimer, which has to be accepted.



Picture 115: Disclaimer when staring the Job mode

After accepting the disclaimer, the **Viewer&Job Control** screen opens.

It contains some additional control buttons above and below the preview section.

Picture 116: Job mode start screen

D.3.4.2.1 Navigating through the list of images

The control buttons allow navigation through the list of scanned images and image handling while working in **Job mode**.

The currently scanned image is always displayed in the preview section of the touchscreen and will be added as last image to the list displayed at the TFT flat screen.

Function of the control buttons:


Moves up- and/or downwards through the list of images to mark an image.

Moves a selected image up- and/or downwards.

Selects an image from the list. A red frame marks the image.

Selects the position where an image should be inserted.

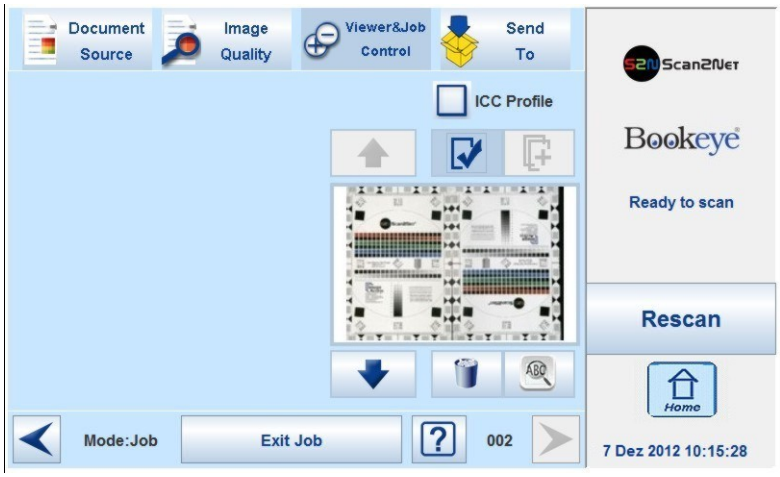
Deletes the selected image.

After an image has been selected from the list, it is marked in the list with a dark frame.

The control buttons for available actions will be activated, i.e. they will be displayed in full color.

The image scanned at last is marked with a “pencil” symbol in the list. This symbol signalizes that the image can be modified with the functions in section **Image Quality**.

The controller circles will be blanked out if another image than the last one scanned is selected.



Picture 117: Controller circles blanked out

After selecting an image for rescanning, the button 

changes to 

.

D.3.4.2.2 Moving an image to another position

Use the upwards / downwards buttons to mark the image to be moved.

Press this button to select the image. The image now can be moved with the upwards / downwards buttons to the new position.

Press this button again to place the image at the new position.

D.3.4.2.3 Adding an image at any position to the list

Use the upwards / downwards buttons to move to the position where the new image should be added.

This control button darkens the background of the selected frame. The image to be added will be inserted before the selected image. The image list will be renumbered.

Press the **Scan Now** button to start the scan sequence and to add a new image to the list at the selected position.

D.3.4.2.4 Deleting an image from the list

Use the upwards / downwards buttons to move to the image which should be deleted.

Use this button to select the image to be deleted.

Press this button to delete the selected image.

D.3.4.2.5 Rescan an image

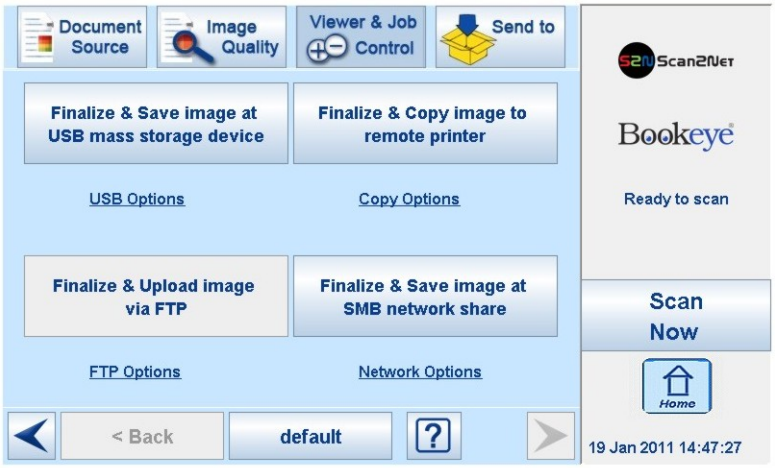
Use the upwards / downwards buttons to move to the image which should be rescanned.

Use this button to select the image.

Press this button to rescan the image. The image will be inserted at the selected position.

D.3.4.2.6 Finalizing the Job mode

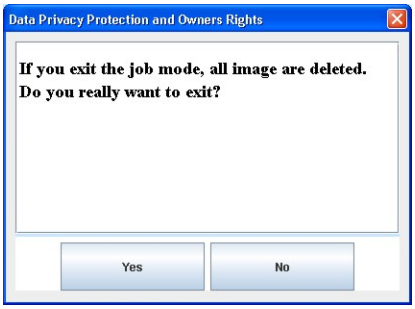
Before finalizing the **Job mode** the scanned images can be transferred to different destinations.



Picture 118: Destination to finalize Job mode

The destinations are identical to the destinations described in chapter D.3.5 and its subchapters.

Before the **Job mode** will be finalized, a message is displayed at the touchscreen.



Confirm the message to finalize the **Job mode** or select **No** to return to the menu.

D.3.4.2.7 Job mode time out

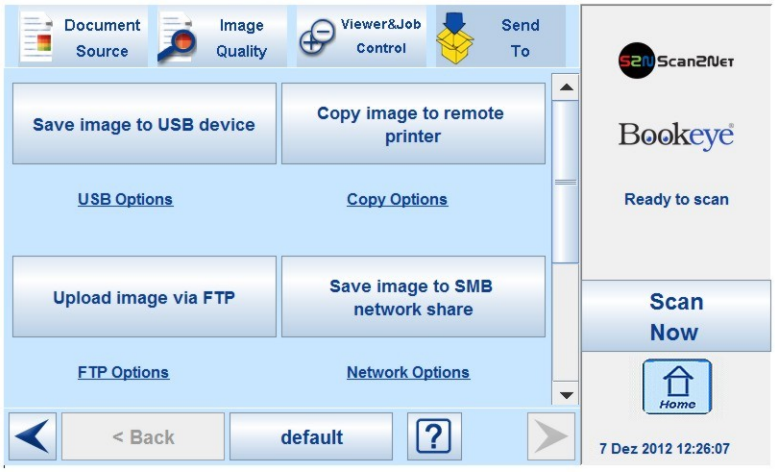
After two minutes of inactivity the **Job mode** is finalized automatically.

A message box pops up and a warning sound is audible.

Picture 119: Information when time out ends

D.3.5 Touchscreen – Send To

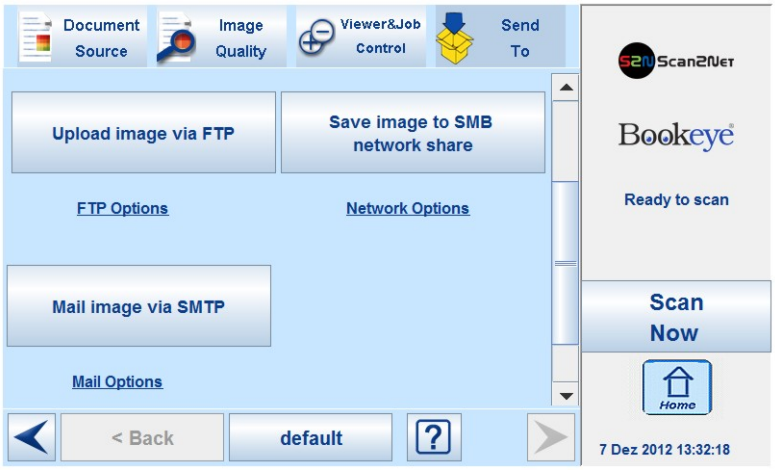
This menu provides the output options in order to transfer the scanned images to the desired destination.



Picture 120: "Send To" screen #1

Due to the dimension of the touchscreen, not all output options can be displayed at the same time. By using the scrollbar at the right side, the content of this menu can be moved.

Move the scrollbar to display all output option on the touchscreen.



Picture 121: "Send To" screen #2

When pressing the link below the respective button, the touchscreen content changes and displays the option screen.

The chapters D.3.5.2 to D.3.5.6 describe the options to be changed or set from the touchscreen.

D.3.5.1 Changing a file name or other entries

In some of the option menus the file name can be changed.

To change the file name, touch the respective line.

The screen changes to an alphanumeric keyboard.

Picture 122: Alphanumeric keyboard

1: Use the arrow keys to position the cursor in the line.

2: Use this key to delete characters.

3: Use this button to switch between the keyboard layouts.

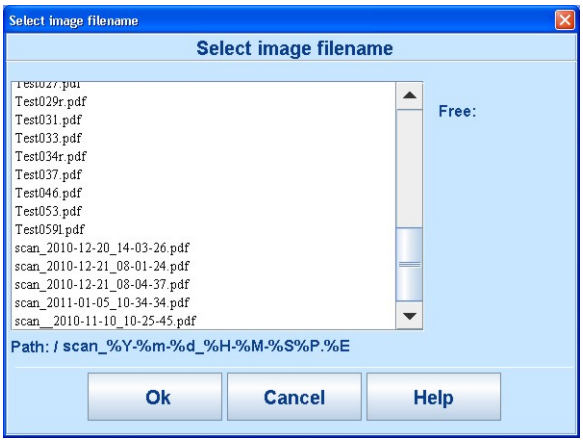
Ok: Touch this button to confirm the new entries and to return to the former screen.

Cancel: Touch this button to discard the new entries and to return to the former screen.

D.3.5.2 USB Options

Two USB connectors are available at the front of the scanner to connect suitable USB data carriers, for example USB sticks.

Touching **USB Options** displays the directory of a connected USB data carrier.



Picture 123: Directory of connected USB data carrier

While the directory of the USB data carrier is displayed, the LED indicator of the respective connector is continuously illuminated.

Touch **Ok** or **Cancel** to stop displaying the directory of the USB stick.

When data is transferred between the USB data carrier and the scanner the LED indicator blinks.

Please note: When the blue indicator LED stops blinking, data transfer may still be in progress. Before unplugging the USB media, wait a few seconds to avoid loss of data.

D.3.5.2.1 List of suitable USB storage media

The criteria in the following list have been defined as a guide line for the storage media that can be connected to the USB connectors.

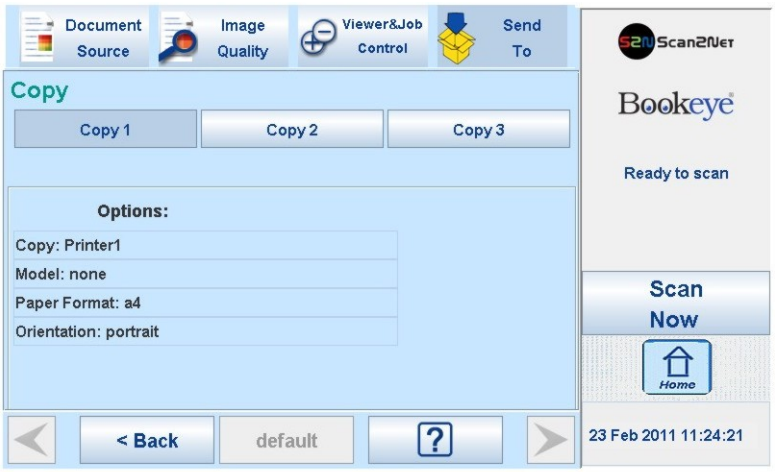
- USB memory sticks,
- USB hard disks,
- USB hard disks without partition, with one or with multiple partitions, formatted with the file systems UDF, FAT, FAT16, VFAT, FAT32, NTFS, EXT2, EXT3 or ReiserFS

The file systems EXT4, BTRFS, UFS, ZFS or exFAT currently will not be supported.

D.3.5.3 Copy Options

Touch **Copy Options** to switch to the screen with the preset copy option configurations.

Three preset options can be stored and activated with the buttons **Copy1** to **Copy3**.

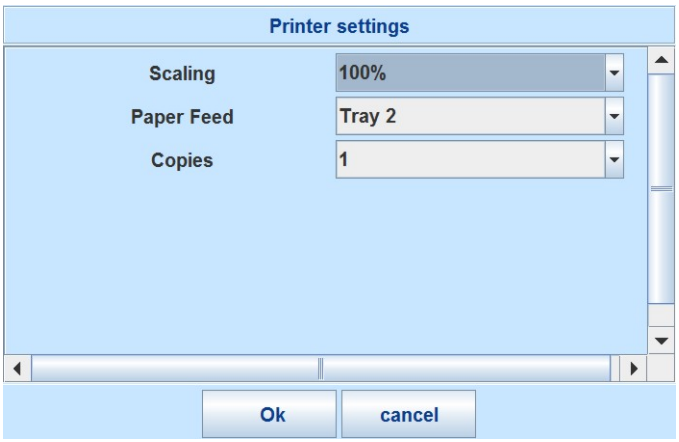


Picture 124: Parameters of Copy Options

The parameters displayed in the above picture can only be changed from the Scan2Net® setup interface, user level **Poweruser**.

D.3.5.3.1 Printer Settings

After pressing the button **Copy image to remote printer** an additional window opens.



Picture 125: Printer settings window

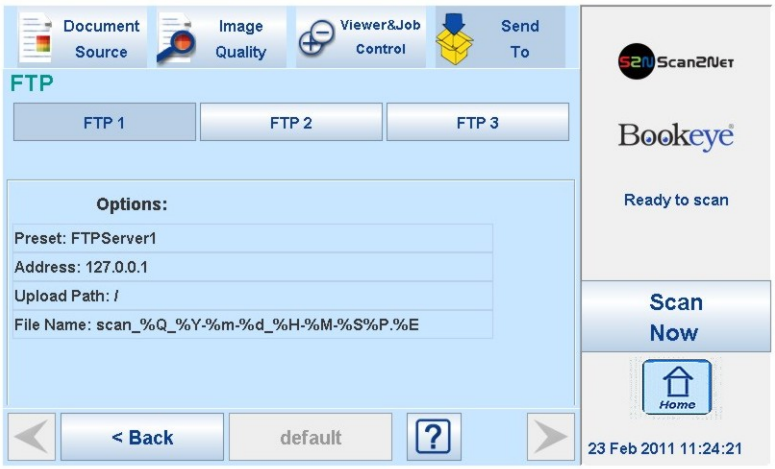
Here the user can select scaling of the image, the paper source and the number of copies.

The content of each line depends on the features of the connected printer.

D.3.5.4 FTP Options

Touch **FTP Options** to switch to the screen with the preset FTP server configurations.

Three preset FTP servers can be stored and activated with the buttons **FTP 1** to **FTP 3**.



Picture 126: Parameters of FTP Options

From the touchscreen, only the entry for **File Name** can be changed.

To change the entry, touch the respective line.

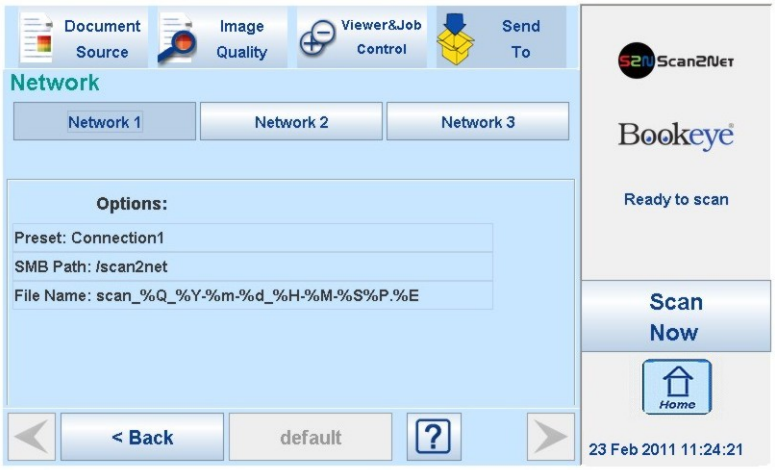
Chapter D.3.5.1 describes how the entry can be changed.

All other parameters must be changed from the Scan2Net® setup interface, user level **Poweruser**.

D.3.5.5 Network Options

Touch **Network Options** to switch to the screen showing the preset network configurations.

Three preset configurations can be stored and activated with the buttons **Network 1** to **Network 3**.



Picture 127: Parameters of Network Options

From the touchscreen, only the entry for **File Name** can be changed.

To change the entry, touch the respective line.

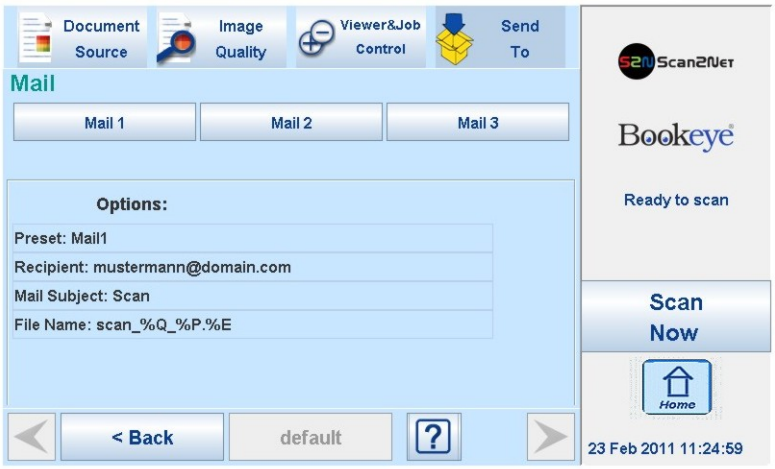
Chapter D.3.5.1 describes how the entry can be changed.

All other parameters must be changed from the Scan2Net® setup interface, user level **Poweruser**.

D.3.5.6 Mail Options

Touch **Mail Options** to switch to the screen showing the preset email configurations.

Three preset configurations can be stored and activated with the buttons **Mail 1** to **Mail 3**.



Picture 128: Parameters of Mail Options

To change an entry, touch the respective line. From the touchscreen the values for

Recipient

Mail Subject

File Name

can be changed.

Chapter D.3.5.1 describes how the entries can be changed.

More parameters can be changed from the Scan2Net® setup interface, user level **Poweruser**.

D.3.5.6.1 Transaction modes

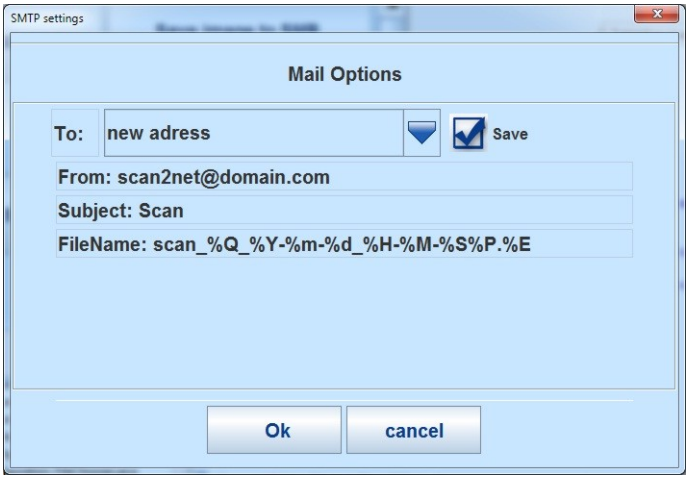
Two transaction modes are available for the mail transfer. The parameters for the transaction modes can be set from the Scan2Net setup interface.

The mode, selected in the Scan2Net® setup interface, influences the process when a scanned image should be mailed.

Automatic When pressing the button Mail image via SMTP at the touchscreen, the image will be sent to the address defined in the screen **Mail Options** (Picture 128). The status area of the touchscreen above the **Scan Now** button shows the message: **Mail image via SMTP**.

Interactive When pressing the button Mail image via SMTP at the touchscreen, another window opens in the touchscreen. It is titled **Mail Options** and allows entering another address for the recipient than the prescribed address. All other settings remain the same.

To enter another address, click in the topmost line.



Picture 129: Interactive mode, mail options

All entered addresses will be saved in a list when **Save** is selected with the checkbox. Click at the selection arrow to see the list.

Using **Interactive** is recommended when transferring image to often changing addresses.

E The User Interface ScanWizard Web

Essentially, the scanner is a web server and comes with its own HTML based user interface, named ScanWizard.

A basic requirement before working with the integrated ScanWizard user interface is to configure the browser as follows:

Force the browser to reload the page content every time directly from the scanner and not to load from the cache memory.

Enter the scanner's IP address in the exception list.

ScanWizard is a simple and intuitive user interface for your Scan2Net® scanner, which can be accessed using any standard web browser. ScanWizard is operating system independent and requires no installation of any kind on the user's client PC.

Once your network administrator has assigned the scanner an IP address and installed it in your network, any user can access the scanner and operate it using ScanWizard.

Start your browser.

Enter the IP address which has been assigned to the scanner.

The default IP address of the scanner: **192.168.1.50**

The Scan2Net® main menu will be displayed in the browser.

Picture 130: Scan2Net® main menu

Launch Scan Application switches to the ScanWizard interface. Information about the ScanWizard interface will be found starting in chapter E.1.

Setup Device switches to the setup menu. If you have access rights to the administrative parts of the Scan2Net® system, press this button to set up the device and access information about the scanner. Information about the setup level **User** can be found in chapter F.

Information gives a short summary of the device parameters. Information will be found in chapter E.2.

E.1 The ScanWizard User Interface

After pressing the Launch Scan Application button the browser will show the ScanWizard interface.

Picture 131: ScanWizard interface (symbol photo)

You can bookmark the address of the ScanWizard interface in your browser for easy access later.

ScanWizard is a function rich user interface which allows the user configuring and operating the scanner easily without any additional software.

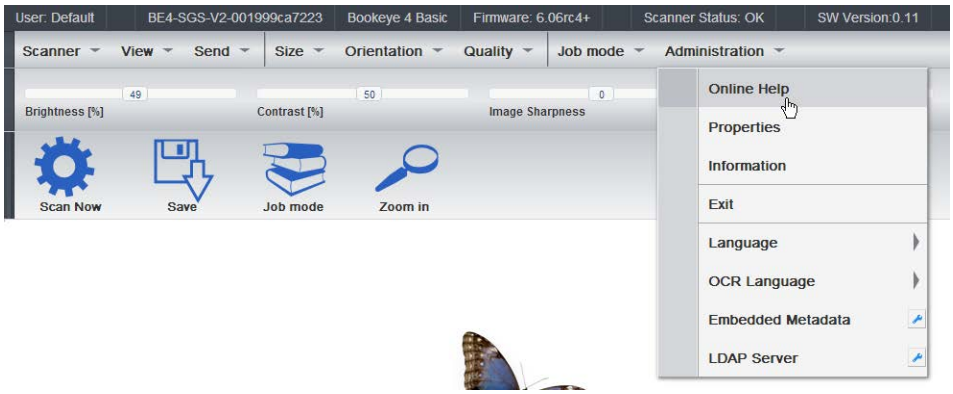
Even advanced functionality such as job management and color profiling are available in the ScanWizard user interface.

Picture 132: ScanWizard interface layout

Using the toolbars shown in Picture 132, the user

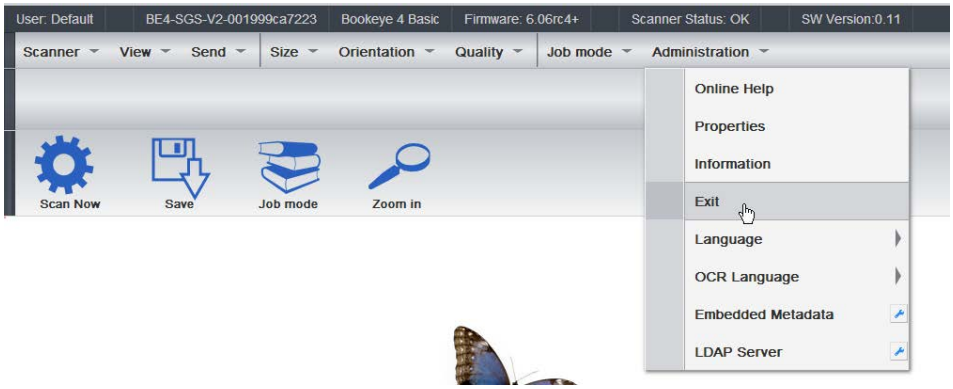
- selects the scanning parameters and scans,
- manipulates the images without having to rescan,
- processes large volume jobs or saves individual images to the destination of their choice.

These tool bars are described in detail in the online help function included in the ScanWizard interface, in the “Administration” menu, item “Online Help”.



Picture 133: Online Help

To exit the ScanWizard interface click on the main menu item “Administration” and then click on “Exit”.

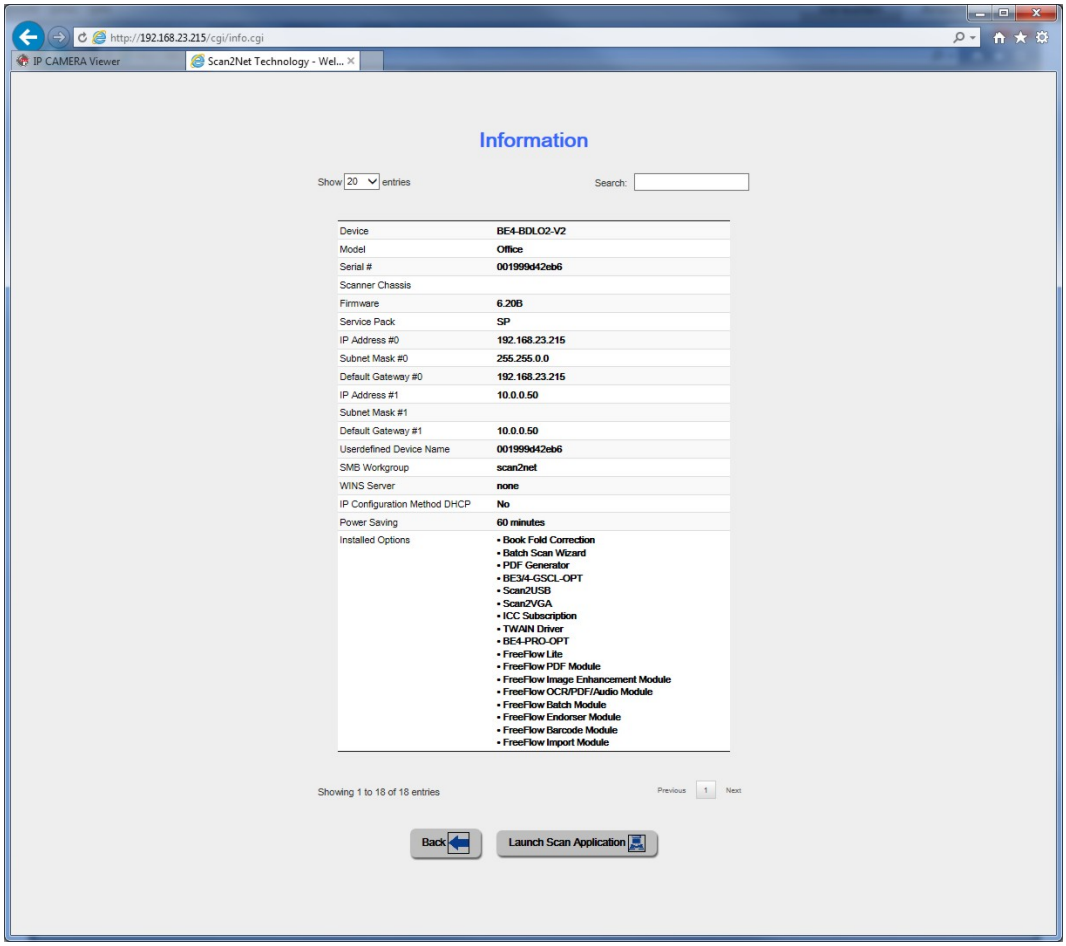


Picture 134: “Exit” returns to Scan2Net® main menu

The browser will return to the Scan2Net® main menu (Picture 130).

E.2 Information

Click on the button Information in the Scan2Net® main menu (Picture 130) to get a short summary of the device parameters.



Picture 135: Information

The screen is helpful if technical support is necessary. It shows e.g. the exact device type, the installed firmware version as well as currently installed options.

Click the button Back to return to the start screen.

Click the button Launch Scan Application to switch to the Scan2Net® main menu (Picture 130).

F The Setup Level

Please note: The screenshots in this chapter are taken from a WideTEK scanner. The content of nearly all menus are identical with the menus of the Bookeye® 4 scanner.

If a menu has a special content at the Bookeye® 4 scanner, a hint will be given.

The setup level is divided in three access levels. The access levels **Poweruser** and **Admin** are protected through a password.

The **User** access level allows showing certain information about the system like power up time, remaining lamp life time or firmware version.

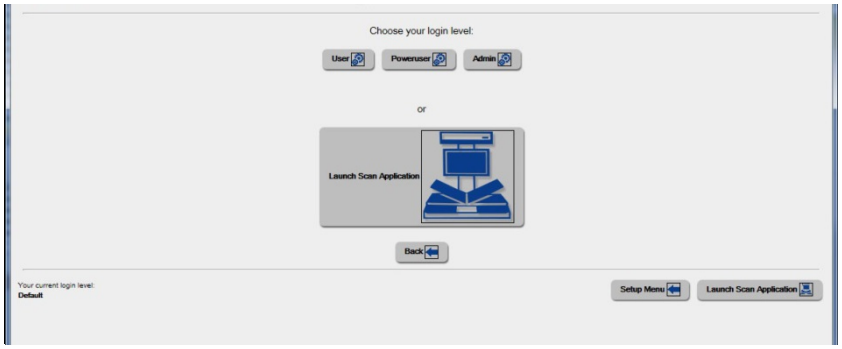
Furthermore the access level **User** allows setting some basic parameters.

Start your browser and enter the IP address of the scanner to get access to the scanner. The Scan2Net® main menu (see Picture 130) will open.

The Login Screen

On the main menu screen click the button Setup Device.

The next screen shows the login levels User, Poweruser and Admin.



Picture 136: Login screen

Please note: The login levels **Poweruser** and **Admin** are password protected. Only trained technicians should use these levels.

F.1 Access Level User

Click the button User. This will open the below displayed screen.

Picture 137: User screen

The user screen is divided into two sections.

The section **Device Information** shows some details of the scanner and gives general operation information.

The section **User Settings** allows the user to define some basic parameters of the scanner.

The button System Shutdown switches the scanner off.

F.1.1 Device Info

In the section **Device Information**, click the button Device Info and the following list (Picture 138) will be displayed.

Click the buttons below the headline **Device Info** to get specific scanner information.

Picture 138: Device Info screen

The tables following the keyword show the current status of the Bookeye® 4 scanner.

The most important information for users is the firmware version in the second table.

Picture 139: Firmware information

Other information may be of interest if a service technician is onsite or if the service hotline is called.

To return to the **USER** screen (Picture 137) scroll down completely and click the Back to Main Menu button.

To return to the **Login** screen (Picture 136) click the button Setup Menu

Click the button Launch Scan Application to switch directly to the main screen of the integrated ScanWizard user interface.

F.1.2 Operation Info

In the section **Device Information** click the button Operation Info and the following list will show various scan counters and elapsed times.

Picture 140: Operation Info screen

The following table gives a brief description.

Field	Description
Scan Count	The total number of scans performed since the scanner left the factory. Each CCD scan cycle is counted, regardless of it being a pre-scan or a full scan.
Power Up Cycles	The total number of power up cycles performed since the scanner left the factory. Only the power-up cycles are counted, which were invoked by the on/off button.
Job count	The total number of activating the job mode for scanning.
Operating Time	The total operating time since the scanner left the factory. This is the on-time only, standby time does not count.
Lamp Operating Time	The total lamp operating time since the scanner left the factory.
Remaining Lamp Operating Time	The typical remaining lifetime of the lamps. With normal working conditions the lamp life is sufficient for the lifetime of the device.

To return to the **USER** screen (Picture 137), click the button Back to Main Menu or click on the “Return” button in your browser.

To return to the **Login** screen (Picture 136) click the button Setup Menu

Click the button Launch Scan Application to switch directly to the main screen of the integrated ScanWizard user interface.

F.1.3 User Settings

In the section **User Settings** click the button User Settings and the following screen will be displayed.

Picture 141: User Settings start screen

The **Power Saving** screen will be displayed as start screen of the **User Settings** section.

Click onto the links below the headline to set the respective parameters.

To return to the **Login** screen (Picture 136) click the button Setup Menu

To return to the **USER** screen (Picture 137) click the button Back to Main Menu.

Click the button Launch Scan Application to switch directly to the main screen of the integrated ScanWizard user interface.

F.1.3.1 Language Selector

Use the function **Language Selector** to set the language for the user interface and the OCR language of the Bookeye® 4 scanner.

Picture 142: Language Selector screen

Click on the selection arrow beside **Language** and a list of available languages opens.

Select the desired language for the user interface with a mouse click.

The setting changes immediately after the selection.

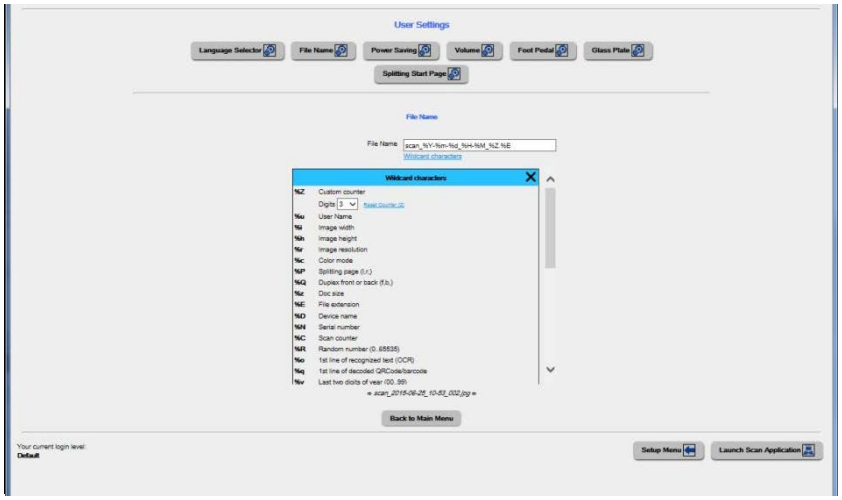
Click the button Back to Main Menu to return to the **USER** screen (Picture 137) respectively the button titled in the selected language.

F.1.3.2 File Name

Use the function **File Name** to define a default name.

Picture 143: File name

When defining the default name, variables can be used. To get a list of the variables, click at the link Wildcard characters.



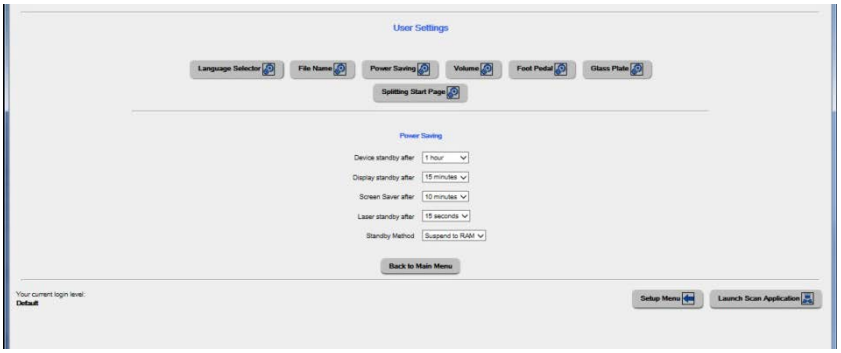
Picture 144: List of wildcard characters

Below the field “File Name” the defined file name is displayed. To show the file name with the defined variables, reload the page.

F.1.3.3 Power Saving

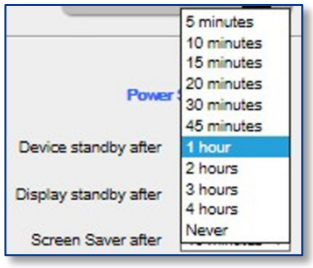
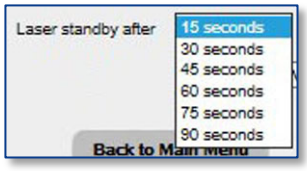
Use the function **Power Saving** to set the timers for the standby modes and the standby method. The available settings are displayed on the screen.

Click on the link **Power Saving.**



Picture 145: Power Saving

Click on the selection arrow to open the list of available values for the respective standby mode. The list of available values varies with the selected standby mode.

Standby mode	Available values
Device standby after Display standby after Screen Saver after	
Laser standby after	
Standby Method	

Never disables the power save function of the respective menu item.

To return to the previous screen click the button Back to Main Menu.

F.1.3.4 Volume

Click the button **Volume** to set the loudspeakers volume of the scanner.

Picture 146: Volume level

A screen opens and shows a graphic to symbolize the volume level.

Click on the scale to set the volume level or right-click with the mouse at the arrow and move the arrow to the desired value while holding the mouse button pressed.

To return to the **Login** screen (Picture 136) click the button Setup Menu

To return to the **USER** screen (Picture 137) click the button Back to Main Menu.

Click the button Launch Scan Application to switch directly to the main screen of the integrated ScanWizard user interface.

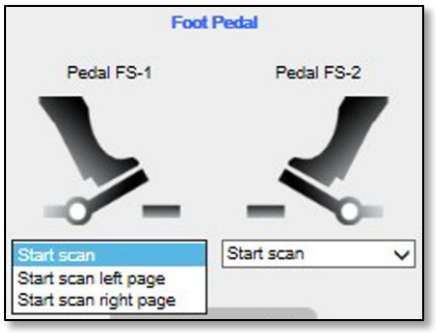
F.1.3.5 Foot Pedal

Click the button **Foot Pedal** to define a function for the foot pedal.

Picture 147: Foot pedal settings

The scanner has a connector on its back to connect a foot pedal (Picture 5, #4). The symbol for the second foot pedal will be used in a later firmware version.

Click below the symbol of **Pedal FS-1** and select from the drop-down list which action should be executed when the pedal is operated.



Picture 148: Functions for the foot pedal

Drop-down list item	Function
Start scan	Starts the scan with the selected scan area size.
Start scan left page	Starts the scan and displays the left page of the selected scan area size.
Start scan right page	Starts the scan and displays the right page of the selected scan area size.

F.1.3.6 Glass Plate

Click the button **Glass Plate** to active the glass plate option.

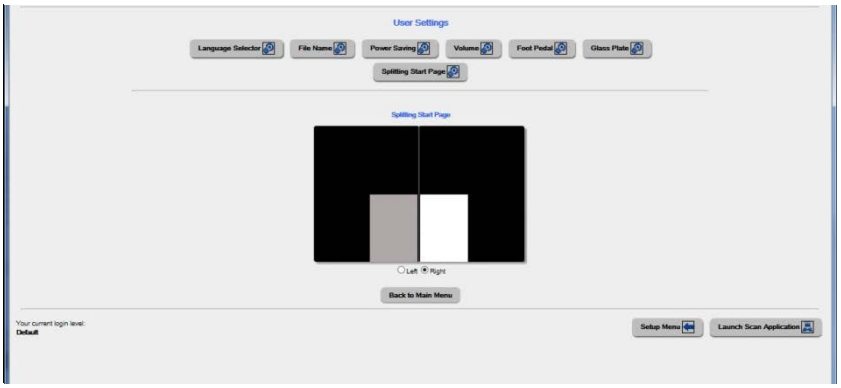
Picture 149: Glass plate option

If an optional glass plate is installed, this menu item shows the settings offered in conjunction with the glass plate.

This feature will be used in a coming software version.

F.1.3.7 Splitting Start Page

Click the button **Splitting Start Page** and select either the left page or the right page as start page.



Picture 150: Splitting start page

In some cases it is necessary to start splitting the documents image in reverse order, i.e. starting with the right side followed by the left side in the second step.

To return to the **Login** screen (Picture 136) click the button Setup Menu

To return to the **USER** screen (Picture 137) click the button Back to Main Menu.

Click the button Launch Scan Application to switch directly to the main screen of the integrated S2N user interface.

G Technical Data / Caractéristiques techniques

G.1 Scanner Specifications

G.1.1 Bookeye® 4 V3

Scan Area / Document Size

Maximum Scan Area [mm]	390 x 480 mm
	15.4 x 18.9 inch
Scanner resolution	400 x 400 dpi 600 x 600 dpi (V3 Professional)
Optical resolution	400 dpi 600 x 400 dpi (V3 Professional)
Pixel dimension	9.3 x 9.3 µm
Minimum document size	100 x 100 mm / 4 x 4 inch

Luminosity

Light intensity while scanning:	Max. 1800 LUX
Standby, idle	0 LUX (lamps off)

Lamps

Light source	High Power White LEDs, classified according IEC 60825-1:Class 1
Warm up time	None. Maximum brightness immediately.
Temperature-related alteration	None
IR-/ UV radiation	None
Lifetime	50,000 hours (typ.)

Color modes

Grayscale digitization	12 bit
Color digitization	36 bit
Scan modes	24 bit color, 8 bit grayscale, bitonal, enhanced halftone

G.1.2 Bookeye® 4 V2

Scan Area / Document Size

Maximum Scan Area [mm]	620 x 460 mm
	24.4 x 18 inch
Scanner resolution	400 x 400 dpi (Basic, Kiosk, Office) 600 x 600 dpi (Professional)
Optical resolution	400 dpi (Basic, Kiosk, Office) 600 dpi (Professional)
Pixel dimension	9.3 x 9.3 µm
Minimum document size	100 x 100 mm / 4 x 4 inch

Luminosity

Light intensity while scanning:	Max. 1800 LUX
Standby, idle	0 LUX (lamps off)

Lamps

Light source	High Power White LEDs, classified according IEC 60825-1:Class 1
Warm up time	None. Maximum brightness immediately.
Temperature-related alteration	None
IR-/ UV radiation	None
Lifetime	50,000 hours (typ.)

Color modes

Grayscale digitization	12 bit
Color digitization	36 bit
Scan modes	24 bit color, 8 bit grayscale, bitonal, enhanced halftone

F-E.1 Spécifications du scanner

F-E.1.1 Bookeye® 4 V3

Zone de numérisation

Surface de numérisation maxi [mm]	390 x 480 mm
Résolution de numérisation	400 x 400 ppp 600 x 600 ppp (V3 Professional)
Résolution du capteur	400 ppp 600 x 400 ppp (Professional)
Taille des pixels	9.3 x 9.3 µm
Minimum la taille du document	100 x 100 mm

Luminosité

Intensité lumineuse pendant la numérisation	Max. 1800 LUX
Veille, au repos	0 LUX (lampes éteintes)

Lampes

Source lumineuse	DEL blanche de grande puissance, classés selon IEC 60825-1: Classe 1
Temps de chauffage	Pas de luminosité maxi immédiate
Altération liée à la température	Aucun
Rayonnement IR / UV	Aucun
Durée de vie	50 000 heures (typ.)

Modes de couleur

Niveaux de grise numérisation	12 bits
Numériser en couleur	36 bits
Modes de numérisation	Couleur 24 bits, 8 bits en niveaux de gris, monochrome, renforcée en demi-teinte

F-E.1.2 Bookeye® 4 V2

Zone de numérisation

Surface de numérisation maxi [mm]	620 x 460 mm
Résolution de numérisation	400 x 400 ppp (Basic, Kiosk, Office) 600 x 600 ppp (Professional)
Résolution du capteur	400 ppp (Basic, Kiosk, Office) 600 ppp (Professional)
Taille des pixels	9.3 x 9.3 µm
Minimum la taille du document	100 x 100 mm

Luminosité

Intensité lumineuse pendant la numérisation	Max. 1800 LUX
Veille, au repos	0 LUX (lampes éteintes)

Lampes

Source lumineuse	DEL blanche de grande puissance, classés selon IEC 60825-1: Classe 1
Temps de chauffage	Pas de luminosité maxi immédiate
Altération liée à la température	Aucun
Rayonnement IR / UV	Aucun
Durée de vie	50 000 heures (typ.)

Modes de couleur

Niveaux de grise numérisation	12 bits
Numériser en couleur	36 bits
Modes de numérisation	Couleur 24 bits, 8 bits en niveaux de gris, monochrome, renforcée en demi-teinte

G.2 Electrical Specifications

External Power Supply

Voltage	100 – 240 V AC
Frequency	47 – 63 Hz
Inrush current	120 A max / 264 V AC
Efficiency	85 %
Idle consumption	≤ 0.5 W
Operating temperature	0 to 65 °C / 32 to 150 °F
Operating humidity	20 … 80 % RH, non-condensing
ECO standard	CEC level V

Scanner

Voltage	24 V DC
Current	Max. 5 A

Power Consumption

Sleep	≤ 0.5 W
Standby	2.5 W
Ready to scan, monitor on	75 W
Scanning	130 W

F-E.2 Spécifications électriques

Alimentation électrique extérieure

Tension	100 – 240 V c.a.
Fréquence	47 – 63 Hz
Courant d'appel	120 A maxi / 264 V c.a.
Efficience	85 %
Consommation en veille	≤ 0,5 W
Température de service	0 à 65 °C / 32 à 150 °F
Humidité en service	20 … 80 % d'HR (sans condensation)
Norme ECO	Niveau CEC V

Scanner

Tension	24 V c.c.
Courant électrique	Maxi 5 A

Consommation électrique

Hors tension, écran allumé	≤ 0,5 W
Standby	2,5 W
Prêt à numériser, écran allumé	70 W
Numérisation	130 W

G.3 Dimensions and Weight

G.3.1 Bookeye® 4 V3

Scanner outer dimensions	780 x 500 x 580 mm (H x W x D) 30.7 x 19.7 x 22.9 inch
Scanner outer dimensions, book cradle opened	780 x 595 x 580 mm (H x W x D) 30.7 x 23.5 x 22.9 inch
Weight of scanner	Approx. 30 kg / 66 lbs.

Transport Box:

Dimension transport box : Dim. of transport box with carrier handles:	720 x 880 x 620 mm (H x W x D) 28.4 x 34.7 x 24.5 inch 720 x 910 x 620 mm (H x W x D) 28.4 x 35.9 x 24.5 inch
Weight transport box:	10 kg / 22 lbs.
Total shipping weight	40 kg / 88 lbs.

G.3.2 Bookeye® 4 V2

Scanner outer dimensions Book cradle closed	780 x 670 x 670 mm (H x W x D) 30.7 x 26.4 x 26.4 inch
Scanner outer dimensions, book cradle opened	780 x 765 x 670 mm (H x W x D) 30.7 x 30.2 x 26.4 inch
Scanner outer dimensions with V glass plate, book cradle closed	780 x 670 x 740 mm (H x W x D) 30.7 x 26.4 x 29.2
Weight of scanner	Approx. 40.5 kg / 90 lbs.
Weight of scanner with V glass plate	52.5 kg / 116 lbs.

Transport Box:

Dimension transport box :	1010 x 810 x 835 mm (H x W x D) 39.8 x 31.9 x 32.9 inch
Weight transport box:	44.5 kg / 98 lbs.
Total shipping weight	85 kg / 188 lbs.
Total shipping weight Bookeye® 4 V2 Professional Archive	106.5 kg / 235 lbs.

F-E.3 Dimensions et poids

F-E.3.1 Bookeye® 4 V3

Dimensions extérieures du scanner, berceau de livre fermé	780 x 500 x 580 mm (H x L x P)
Dimensions extérieures du scanner, berceau de livre ouvert	780 x 595 x 580 mm (H x L x P)
Poids total du scanner, prêt à l'emploi	env. 30 kg

Transport Box:

Dimensions du carton de transport Dimension du boîte de transport avec poignées:	720 x 880 x 620 mm (H x L x P) 720 x 910 x 620 mm (H x L x P)
Weight transport box:	10 kg / 22 lbs.
Total shipping weight	40 kg / 88 lbs.

F-E.3.2 Bookeye® 4 V2

Dimensions extérieures du scanner, berceau de livre fermé	780 x 670 x 670 mm (H x L x P)
Dimensions extérieures du scanner, berceau de livre ouvert	780 x 765 x 670 mm (H x L x P)
Poids total du scanner, prêt à l'emploi	env. 40,5 kg

Carton du transport

Dimensions du carton de transport	1010 x 810 x 835 mm (H x L x P)
Poids du carton de transport	44,5 kg
Poids de transport total	85 kg
Poids de transport total, Bookeye® 4 V2 Professional Archive	106,5 kg

G.4 Ambient Conditions

Operating Temperature	5 to 40 °C / 41 to 104 °F
Storage Temperature	0 to 60 °C / 32 to 140 °F
Relative Humidity	20 to 80% (non-condensing)
Ambient Luminance	≤ 300 Lux
Noise Level	≤ 42 dB(A) (Operating) ≤ 33 dB(A) (Standby)

F-E.4 Conditions ambiantes

Température de service	5 à 40 °C / 40 à 105 °F
Température de stockage	0 à 60 °C / 32 à 140 °F
Humidité relative	20 à 80 % (sans condensation)
Luminance ambiante	≤ 300 Lux
Niveau de bruit	≤ 42 dB(A) (en marche) ≤ 33 dB(A) (en veille)

G.5 CE Declaration of Conformity

The undersigned, representing the manufacturer:

Image Access GmbH

Hatzfelder Strasse 161 – 163

42281 Wuppertal, Germany

herewith declares that the

Product:	**Bookeye 4 V-Cradle Book Scanners**
Model Designation:	**BE4-xxxxx-yyy** The **x** can be minimum 3 and maximum 5 alphanumeric characters representing the equipment feature. The **y** can be maximum 3 alphanumeric characters representing the scanner version.
Serial number:	**All**

is in conformity with the following European standards and IEC directives:

Safety:

Low Voltage Directive (Safety) 2006/95/EC as per

IEC 60950-1:2005 (2nd Edition) + A1:2009-12

EN 60950-1:2006 + A11:2009 + A1:2010

The national differences for **United States of America and Canada** are included.

The equipment was tested and has been found in conformity with the following standards:

ANSI/UL 60950-1-2007, 2nd Edition, Issued 2007/03/27

CAN/CSA C22.2 No. 60950-1-07, 2nd Edition, Issued 2007/03/27

EMC:

EMC Directive 2004/108/EC as per	
EN 55022 :2006 + A1 :2007	Class B
EN 61000-3-2:2006	
EN 61000-3-3 :2008	
EN 55024 :1998 + A1:2001 + A2:2003	Passed according criteria class A and B
EN 61000-4-2:2009	
EN 61000-4-3:2006 + A1 :2008	
EN 61000-4-4:2004	
EN 61000-4-5:2006	
EN 61000-4-6:2009	
EN 61000-4-11:2004	

Wuppertal, July 2013

Thomas Ingendoh , President and CEO

G.6 FCC Declaration of Conformity

Responsible party:

Image Access GmbH

Hatzfelder Strasse 161 – 163

42281 Wuppertal, Germany

Tested To Comply With FCC Standards
FOR HOME OR OFFICE USE

Product:	**Bookeye 4 V-Cradle Book Scanners**
Model Designation:	**BE4-xxxxx-yyy** The **x** can be minimum 3 and maximum 5 alphanumeric characters representing the equipment feature. The **y** can be maximum 3 alphanumeric characters representing the scanner version.
Serial number:	All

This device complies with Part 15, Class B of FCC 47.

The test setup F≤ 1000 MHz and test was done according to
ANSI C63.4: 2003 and **CISPR 22: 2006+A1:2007**
Compliance with CISPR 22 is being used to demonstrate conformity with FCC DoC requirements. This conforms with FCC Part 15.107(e) and 15.109(g).

The test setup F> 1000 MHz and test was done according to
ANSI C63.4: 2003
American National Standard for Methods of Measurement of Radio-Noise Emissions from Low-Voltage Electrical and Electronic Equipment in the Range of 9 kHz to 40 GHz.

NOTE: This equipment has been tested and found to comply with the limits for a class B digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communication. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

For your notes