# Resetting the Fujitsu Scanner

In the event that you need to reset the Fujitsu scanner (likely because the local admin login is not working), follow these steps.

1. With the EMPTY **Username** field in focus, and the **Password** field left blank, type the following combination:

* + *ALT 1*
  + *CTRL 2*
  + *ALT 3*
  + *CTRL 4*
  + *ALT 3*
  + *CTRL 2*
  + *ALT 1*

2. The scanner should ask you if you wish to wipe all user data and restore it to factory settings. Click **OK**.

\* Sometimes this can take a while - if it freezes, just wait, and if it takes a few minutes then try hitting OK again, but only once.

3. After using the code (and once the scanner restarts), set the keyboard to **English** and tell it not to ask about that setting again.

4. Once the scanner comes up, login with the following information:

\* **Username**: admin

\* **Password**: password

\* This is the default local admin login - it has never been changed.

5. Under **SYSTEM SETTINGS**, navigate to **Scanner Name**.

6. Set it to point to **DOMAIN-GIGA**.

7. When it asks for authorization access, login with the following information and then it will ask you when to restart (tell it to restart **now**):

\* **Username**: administrator

\* **Password**: [domain admin password]

\* Ask the I.T. manager if you do not know what this is. If something goes wrong with setting this, it will display an error. Otherwise, it should ask you when to restart - tell it to restart **now**.

\* Do not prefix administrator with DOMAIN-GIGA\.

8. Navigate to **NETWORK SETTINGS** and then to **IP Address**, and then set the following information:

\* **IP Address**: 10.10.10.208

\* **Subnet Mask**: 255.255.255.0

\* **Default Gateway**: 10.10.10.254

9. Change **LDAP Login Server** to **Active Directory**, and change the **Address** field to point to **DOMAIN-GIGA**. Once you do this, hit **Save** and it will ask you for authorization and then perform a connection test.

\* If this still doesn't work, try setting the following information:

\* **Primary DNS**: 10.10.10.201

\* **Primary WINS**: 10.10.10.202

10. Under Login Settings, turn **Guest Account** to **Off**.

11. Under **SYSTEM SETTINGS**, navigate to **Region / Timezone** and set it to **GMT -5:00 Eastern Time U.S. and Canada**.

12. Ensure that the correct date and time are displayed under **NETWORK SETTINGS** -> **Date and Time**.

13. You will now need to add back all folders that were used for scanning previously.

\* To do this, navigate to **NETWORK SETTINGS** and then to **Network Folder**.

\* Click Add, and then navigate to **DOMAIN-GIGA** -> **GIGA-MAIL** -> **Net.Scan1**.

\* Login as:

\* **Username**: DOMAIN-GIGA\administrator

\* **Password**: [domain admin password]

\* Ask the I.T. manager if you do not know what this is.

\* In one of the above steps, it was specified NOT to prefix administrator with DOMAIN-GIGA\. However, it seems that for this setting, you do.

\* You will have to add each folder one by one by clicking on it and then clicking on **Select**.

14. Once all of the folders have been added back, logout and then log back in as your domain account to check that it is still working.

15. Once you're logged in, set the following user settings (**Save** -> **Scan Settings**):

\* **BASIC**:

\* **Carrier Sheet**: OFF

\* **Color Mode**: Auto

\* **Paper Size**: Auto

\* **Resolution**: 200 dpi

\* **Scan Mode**: Simplex

\* **SAVE**:

\* **File Format**: PDF

\* **Searchable PDF**: All Pages

\* **PDF Password**: NO

\* **Compression**: Medium

\* **QUALITY**:

\* **Brightness**: MEDIUM

\* **Contrast**: Medium High

\* **Sharpness**: Medium Strong

\* **Dropout Color**: None

\* **Background Removal**: Medium Strong

\* **ADVANCED**:

\* **Blank Page Skip**: Auto

\* **Page Orientation**: Auto

\* **Multifeed Setup**: None

\* **Edge Cropping**: Off

If you haven’t set the DNS and WINS yet, log back in as the local admin account and navigate to **NETWORK SETTINGS -> DNS Server** and once that one is filled out, navigate to **WINS Server** and fill out their respective fields:

\* **Primary DNS**: 10.10.10.201

\* **Primary WINS**: 10.10.10.202

The scanner should now be back to functioning normally. Remember that any other user that logs in to the scanner is also going to have to adjust these user settings as well.