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1. Introduction

Congratulations on your purchase of the color sheet-fed image scanner. With this scanner, you can scan your multi-page documents from the auto document feeder at a rated speed or scan irregular single-page document from the flatbed.

The following figure indicates the package contents. Please check all the items against your checklist. If you do not receive all the items, please contact your authorized local dealer immediately.



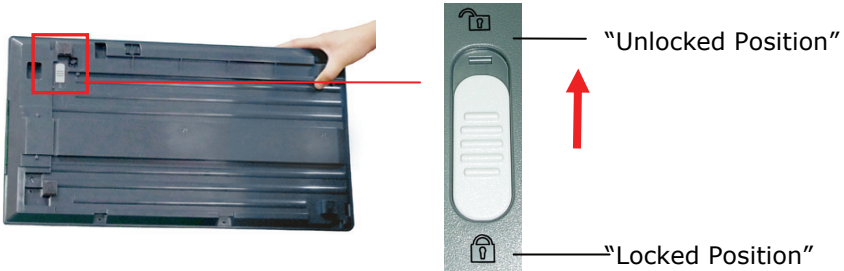
- 1. Scanner Main Unit**
- 2. Software CD**
- 3. USB Cable**
- 4. Power Adapter & Power Cord**

2. Scanner Installation

2.1 Unlocking Your Scanner

The scan unit is locked during transport to protect the scanning mechanism from being damaged. **Be sure to unlock the scan unit before using the machine.**

- 1 Turn over the machine to locate the lock switch.
- 2 Move the lock switch to the "unlocked position".



If you need to transport the machine, please move the lock switch to the "Locked" position. Before doing this, make sure the scan unit at the left end of the glass as indicated. (If not, please turn on the machine. When the scan unit moves to the left end, turn off the machine.)



The scan unit must be at this position before being locked.

2.2 Installing the Scanner Driver and Connecting the Cables

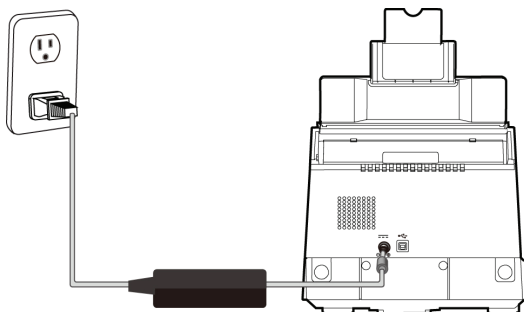
NOTE:

- 1). The Windows system CD may be required when installing on some PC's.
 - 2). To ensure your computer can identify the USB scanner, please install scanner driver first before connecting the scanner to your computer.
 - 3). The scanner driver contains TWAIN, ISIS and WIA driver. This scanner allows you to scan via a TWAIN, ISIS, or a WIA (Windows Image Acquisition) interface. Start your TWAIN-compliant image editing software application to select a TWAIN or WIA user interface or your ISIS software to select a ISIS user interface. You may also launch Microsoft's Scanner and Camera Wizard to scan via a WIA user interface.
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2.2.1 Connecting to Power

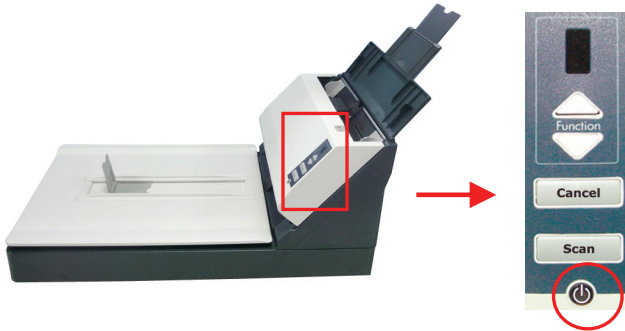
Before connecting, make sure the power switch is off.

Plug the small end of the power adaptor into the power jack of your scanner. Insert the other end to an appropriate power outlet.



2.2.2 Turning on the Power

Press the Power Switch button on the front panel, the Power LED will flash. When it is finished and ready to scan, the LED indicator will stop flashing and become steadily on. To turn off the scanner, press the Power Switch button for about 3 seconds, the Power LED will be off.



2.2.3 Installing the Scanner Driver

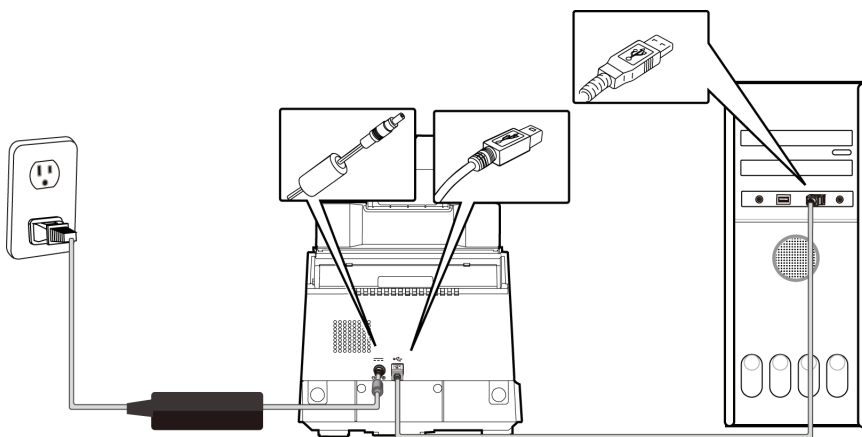
1. Place the supplied CD-ROM onto your CD-ROM drive.
2. The software installation graphic appears. If not, run **"setup.exe"**.



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3. Click **Install Button Manager V2** to install the Button Manager V2 software and then click **Install Scanner Driver** to install the scanner driver on your computer.

2.2.4 Connecting to Computer

1. Connect the **square end** of the USB cable to the USB port of your scanner. Connect the **rectangle end** to the USB port of your computer.



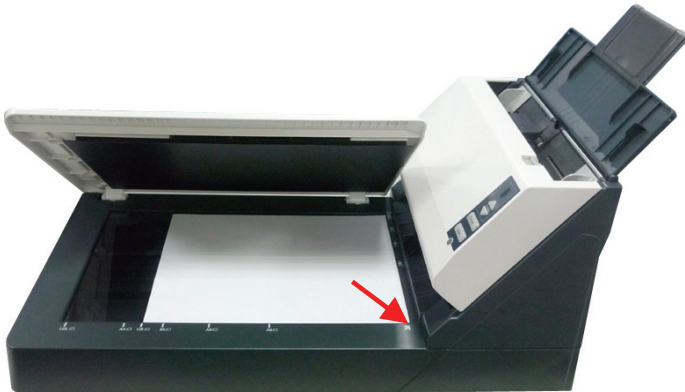
2. The computer should detect a new USB device and prompt a **"New Hardware Found"** message.
3. Click the **Next** button to continue. When the certification screen appears, click **Continue Anyway** to complete the installation.
4. When the **Finish** dialog is prompted, click the **Finish** button.

3. Completing Your First Scan

3.1 Loading Your Paper

3.1.1 Placing Your Document on the Flatbed

Open document cover. Place your document **FACE DOWN** on the document glass and align the document to the reference mark as indicated. Close document cover.



3.1.2 Loading Your Document in the ADF Paper Tray

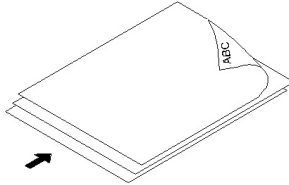
3.1.3 Notice on Using the ADF

Before using the ADF, please make sure that your paper meets the following specifications:

- Document(s) should be square or rectangular and in good condition (not fragile or worn).
- Document(s) should be free of curl, wrinkle, tears, wet ink, or punch holes.
- Document(s) should be free of staples, paper clips, paper sticky notes.

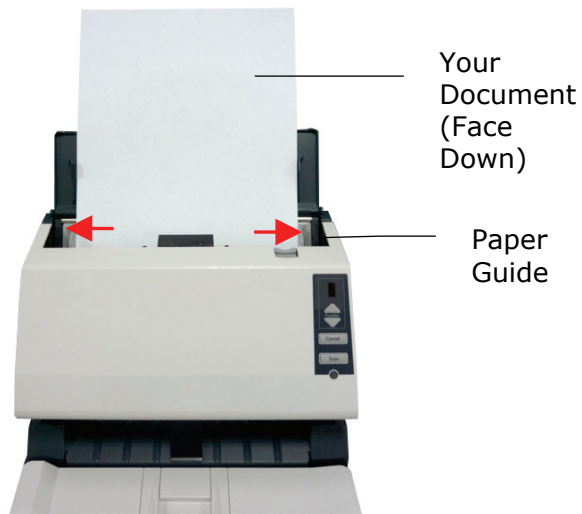
Fanning Your Document

Standard paper size should feed easily through the scanner. To avoid occasional paper jam when automatically feeding multiple documents, loosen the paper before loading.



Document Feeding

1. Load the stack of document face down with the top of the pages pointing into the feeder.
2. Verify that the paper guides are aligned with the edges of the stack.



3.1.4 Loading Your Cards in the ADF Paper Tray

1. Place the stack of cards face down with the long dimension parallel to the paper guide.
2. Adjust the paper guides to center the original. Make sure the paper guides touch the edges of the original.



3.2 Verifying Your Scanner Installation

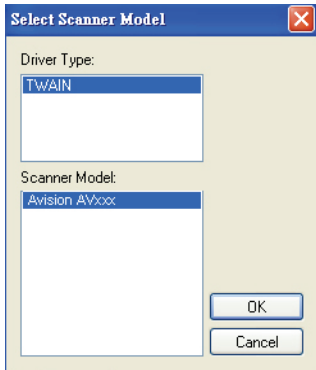
To verify if your scanner installation is correct, Avision provides you a useful test program called Avision Capture Tool. With this tool, you can perform simple scans and view the captured images. In addition, it helps you complete your scan at a rated speed.

The following procedure describes how to verify your scanner installation. If the installation is not correct, please review the preceding section to check if the cable connection and scanner driver have been successfully installed.

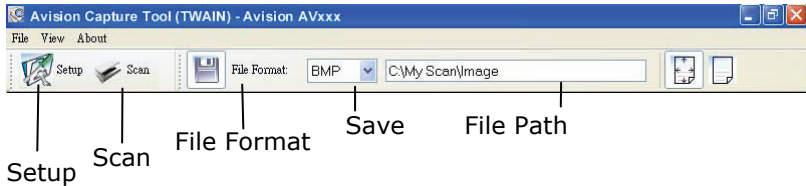
Before you begin, be sure the scanner is on.


1. Select Start>Programs>Avision AVxxx Scanner>Avision Capture Tool.

The Select Scanner Model dialog box will be displayed.

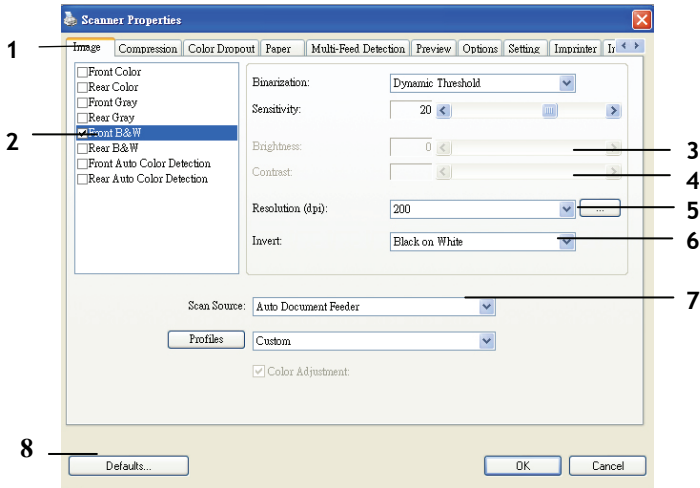


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2. Select your driver type and scanner model and click OK. The following Avision Capture Tool dialog box will be displayed.



3. In the Scan Validation dialog box, click the Scan button () or choose Scan from the File menu.
4. The document will be scanned and displayed in the Scan Validation screen. After the scanned images have been displayed, your scanner installation verification is completed.

3.3.1 A Glance of the Scanner Properties Dialog Box

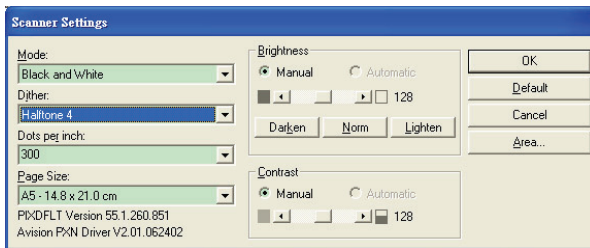


1. Tab Options	Choice: Image, Compression, Color Dropout, Paper, Multi-Feed Detection, Preview, Options, Settings, Imprinter, Information.
2. Image Selection Box	Choose your image type and the side of document you wish to scan. Options vary based on type of scanner.
3. Brightness	Adjust the brightness level from -100 to +100.
4. Contrast	Adjust the contrast level from -100 to +100.
5. Resolution	Determine the quality of the scanned image. The industry standard is 200 dpi.
6. Invert	Reverse the color of your scanned image.
7. Scan Source	Choice: Auto Document Feeder, Flatbed, Flatbed (Book), Automatic (varies due to different scanner model)
8. Defaults	Reset all values on the tabs to the factory default settings.

4. ISIS Interface Operation

* Please refer to the preceding chapter, Scanner Installation, to install ISIS scanner driver. You may start your ISIS-compliant software application to scan via the ISIS user interface.

The ISIS driver operation method is similar to the TWAIN's. Every function on the ISIS interface screen is briefly described as below:



Mode: Select one of scan modes, including B&W, gray, color options.

Dither: 5 halftone levels available, can be disabled.

Dots per inch: Select your desired resolution.

Paper Size: Select your desired paper size.

Brightness: Adjust your scan image brightness or darkness.

Contrast: Adjust the range between the darkest and the lightest shades in the image.

Default: Click to reset all settings.

Area: Select your desired scan area or position.

5. Using the Buttons

5.1 Installing Button Manager V2

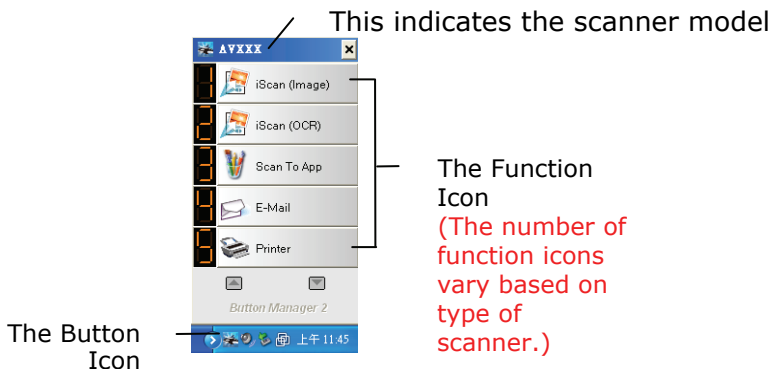
Button Manager V2 provides you an easy way to scan your document and then link the scanned image to your designated software application. All this can be done by a simple touch of the button on the scanner. Yet, before you scan, it is recommended to check the button configurations first to ensure a proper file format and a destination application.

5.2 Checking the Button Configurations Before Scanning

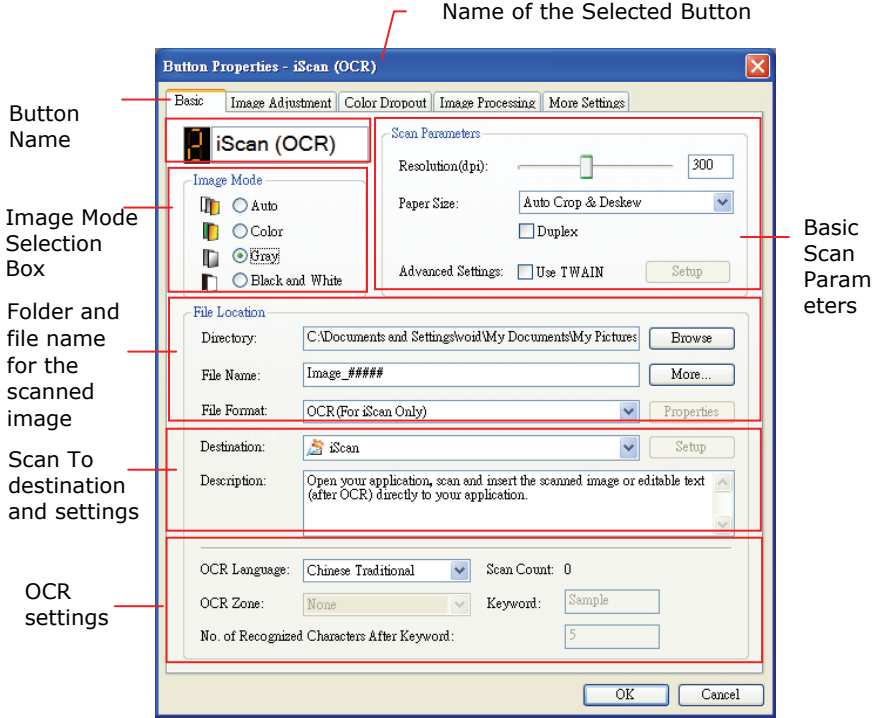
1. Button Manager V2 runs from the system tray. After Button Manager V2 and the scanner driver are properly installed, Button Manager V2 is started and the Button icon will be displayed on the system tray at the bottom right corner of your computer screen.



2. Left-click the Button Manager V2 icon to prompt the following Button Panel.



3. The Button Panel shows the first five scanning buttons. Right-click the button (function) you wish to check. The Button Properties window appears.

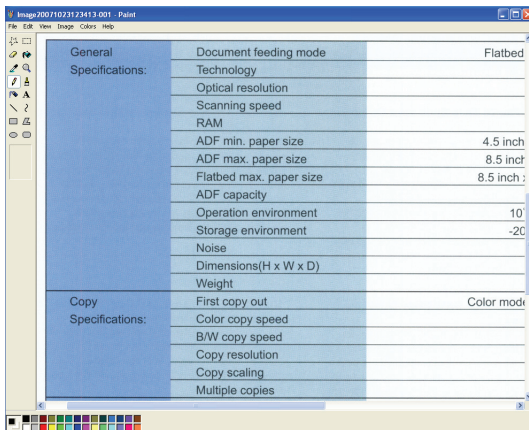


If you wish to change the setting, use this window to reset the setting for the file format, destination application, or other scan settings. See "Configuring the Button" in the subsequent section to reset the settings.

4. Click the OK button to leave the window.

5.3 Scanning From One Touch of the Buttons

1. Adjust the paper guide for the width of paper and load the document with their tops into the automatic document feeder.
2. Check the button name on the LCD screen to ensure if you are selecting the proper scan settings and destination application. (For example, if you wish to scan with Button, "Scan to App", which opens Microsoft Paint and displays the scanned image in the window of Microsoft Paint, the LCD screen should show "Scan to App").
3. Press the Scan button on scanner.
4. After the scanning is finished, the Microsoft Paint software will be launched and the scanned image appears in the main window of Microsoft Paint as below.



Note:

1. For details information on how to use the Button Manager V2, please refer to the user's manual in the supplied CD.
2. You may also using Button Manager V2 on your desktop by starting Button Manager V2 from All Programs or double clicking the Avison Scanner Utility from the Control Panel.

6. Maintenance

6.1 Cleaning the Flatbed Glass

The procedures

1. Wet a soft lint-free cloth with some isopropyl alcohol. (95%)
2. Open the document cover as shown below. Gently wipe the surface of the glass of flatbed.
3. Close the document cover. Your scanner is now ready for use.

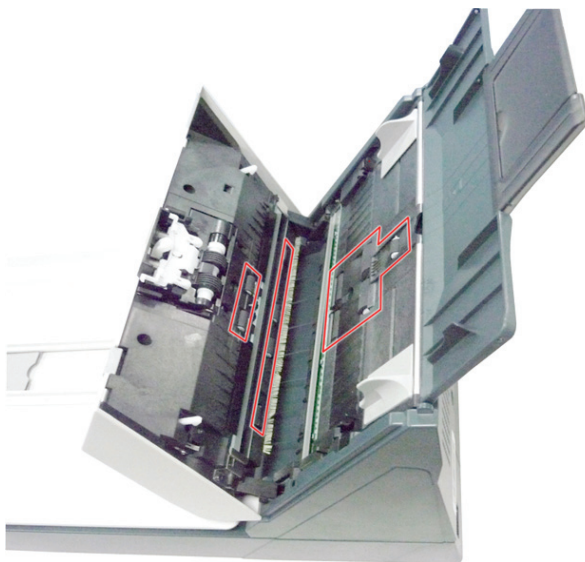


6.2 Cleaning the ADF

From time to time, the Friction Roller and the Feeding Rollers may be contaminated with ink, toner particles, or paper dust. In this case, the paper may not be fed smoothly. Please follow the following steps to clean the Friction Roller and the Feeding Rollers to ensure the best of the scanner.

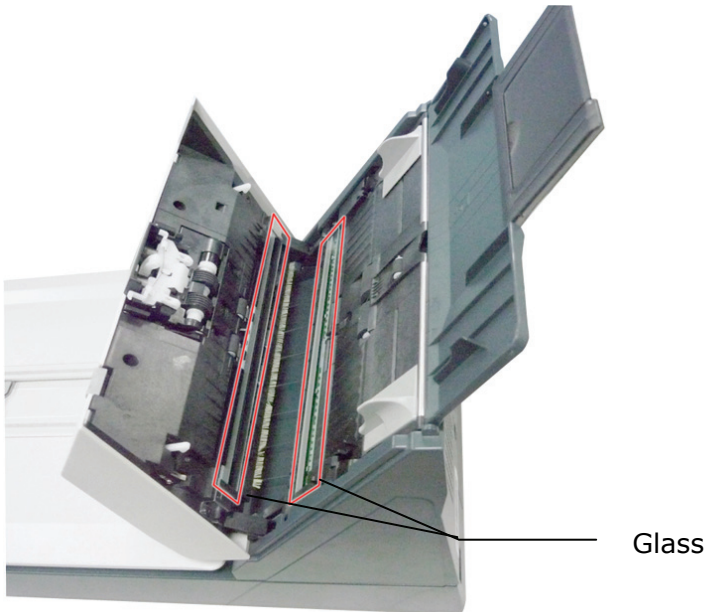
The Cleaning Steps:

1. Soak a clean cloth with some isopropyl alcohol (95%).
2. Press the ADF Release button and open the front door.
3. Wipe the Feeding Rollers until they are cleaned.



6.3 Cleaning the Calibration Area

1. Press the Paper Jam Clearing button. Open the front door to the left.
2. Wet a clean cloth with some isopropyl alcohol. (95%)
3. Wipe the glass and the white area as illustrated below by moving the swab from side to side to rid the dust or dirt.



7. Troubleshooting

7.1 Clearing a Paper Jam

In the event of a paper jam, follow the procedures below to remove the paper:

1. Press the ADF Release Button on the right side. Gently open the Scanner Front Door to the left.
2. Carefully pull the paper out of the ADF unit.
3. Close the scanner front door. Your Scanner is now ready to use.

