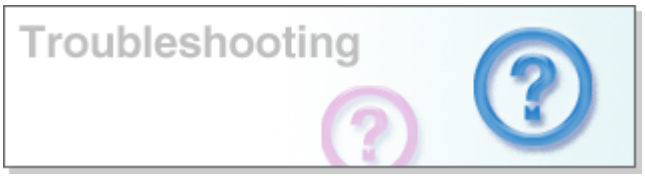
CanoScan LiDE 200

Canon

On-Screen Manual

How to Use This Manual
Printing This Manual
Obtaining the Latest Scanner Driver



Using Your Scanner Functions

- Scanning Photos and Documents
- Scanning Multiple Documents at One Time
- Scanning Images Larger than the Platen
- Making fine adjustments to image brightness and color when scanning images
- Sharpening out-of-focus photographs, removing spots/scratches and correcting faded colors when scanning images
- Correcting/Enhancing scanned photographs
- Printing scanned photographs in various ways
- Sending scanned images via e-mail
- Searching for lost images

How to Use This Manual

- Operating the Contents Screen
- Operating the Explanation Screen
- Printing This Manual
- Using Keywords to Find a Topic
- Registering Topics to My Manual
- Symbols Used in this Document
- Trademarks

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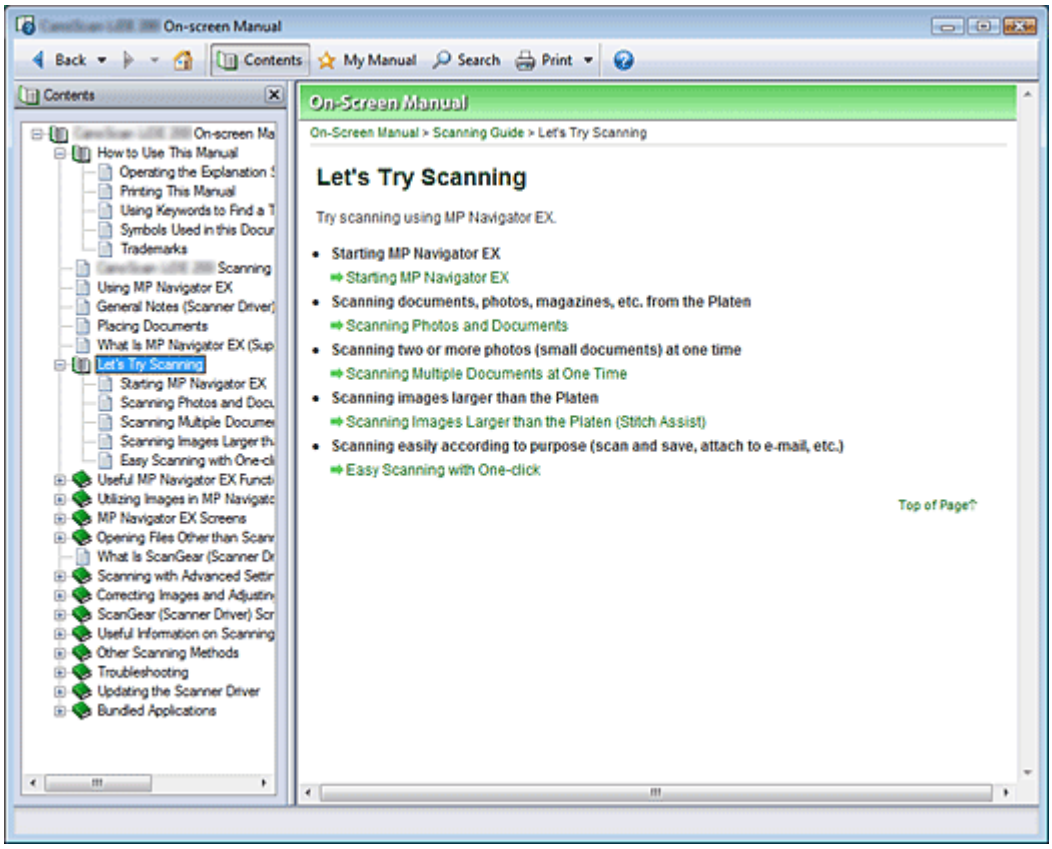
Operating the Contents Screen



When you click a title displayed in the Contents screen found to the left of the On-screen Manual, the pages of that title are displayed in the description window on the right side.

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

Note

- Click Contents to close or display the Contents screen.

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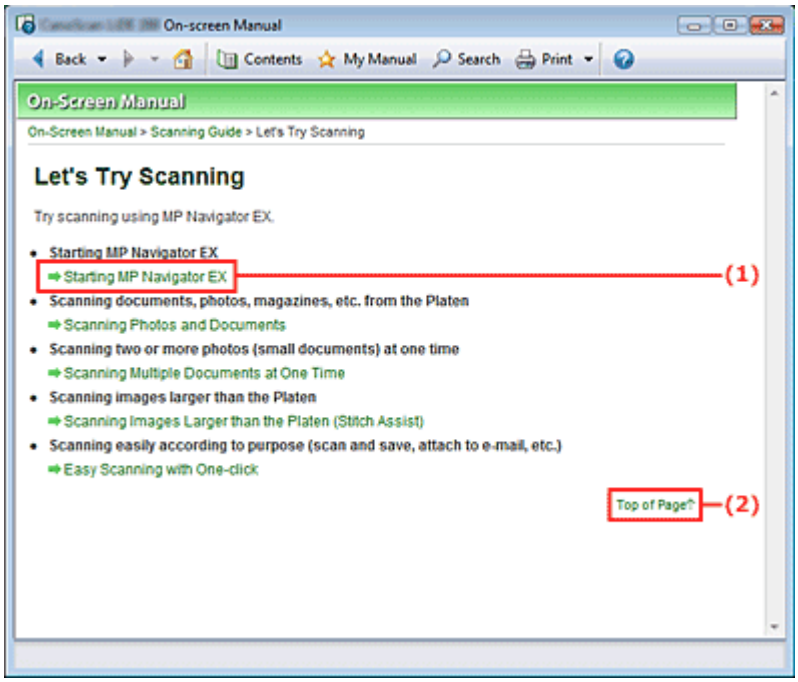
Operating the Explanation Screen

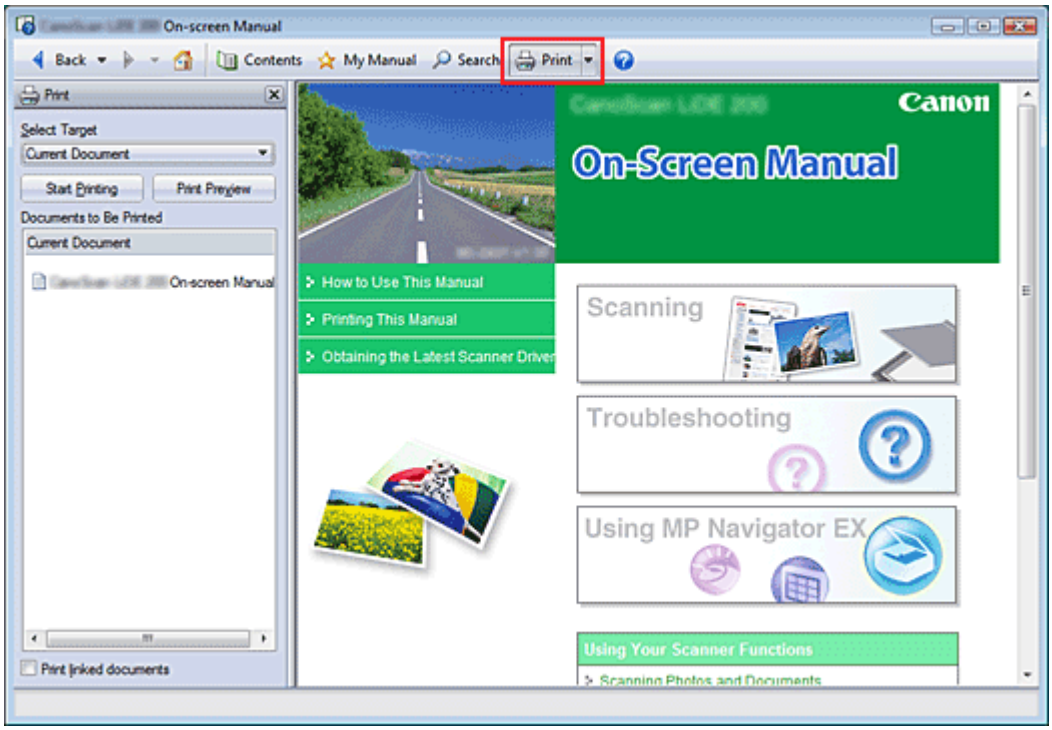


(1) Click the green characters to jump to the corresponding page.

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

Page top

Printing This Manual



Click Print to display the Print window to the left of the On-screen Manual.

Note

- Click , and then click Option Settings to display the Option Settings dialog box. You can then set up the printing operation.
- To display the Print dialog box, click and then click Print Settings. When the dialog box is displayed, select the printer to be used for printing.
  After selecting the printer to be used, click Properties... to specify the print settings.

The following four methods of printing are available:

- Current Document
- Selected Documents
- My Manual
- All Documents

Current Document

You can print the currently displayed topic.

1. From Select Target, select Current Document

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

   Note

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

2. Click Start Printing

   The Print Page Count Confirmation dialog box is displayed.

3. Execute print

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

The topics that are currently displayed are printed.

Selected Documents

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

1. From Select Target, select Selected Documents

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

2. Select the topics to be printed

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

Note

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

3. Click Start Printing

The Print Page Count Confirmation dialog box is displayed.

4. Execute print

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

All topics with selected check boxes are printed.

My Manual

You can select and print topics registered in My Manual.

For details about My Manual, see "Registering Topics to My Manual."

1. From Select Target, select My Manual

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

2. Select the topics to be printed

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

Note

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

3. Click Start Printing

The Print Page Count Confirmation dialog box is displayed.

4. Execute print

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

All topics with selected check boxes are printed.

All Documents

You can print all topics of the On-screen Manual.

1. From Select Target, select All Documents

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

Note

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

2. Click Start Printing

The Print Page Count Confirmation dialog box is displayed.

3. Execute print

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

All topics are printed.

Important

- A large amount of paper is necessary to print all topics. Before printing, be sure to check the number of print pages displayed in the Print Page Count Confirmation dialog box.
- You can change the print magnification from the Print Preview dialog box. However, if the print data extends outside the paper with the new magnification, the portion of the document will not be printed on the paper.

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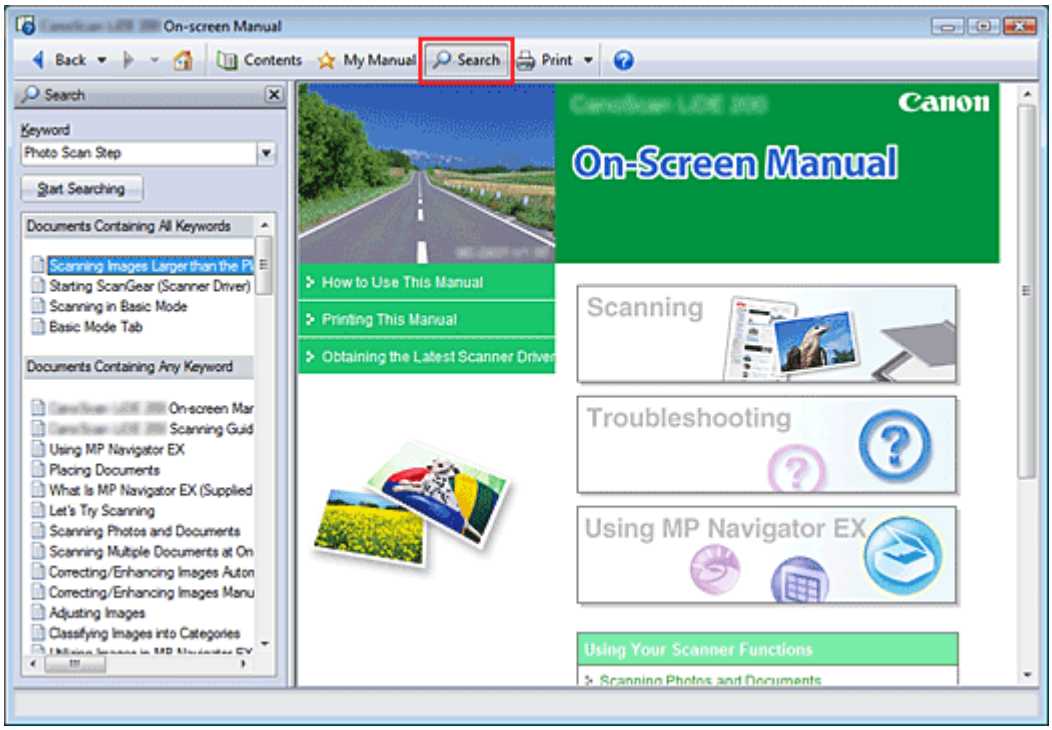
Using Keywords to Find a Topic

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

All installed On-screen Manuals (user's guides) are searched.



1. Click Search

A search window is displayed to the left of the On-screen Manual.

Note

- Click Search to close or display the Search window.

2. Enter a keyword

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

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

Note

- You can enter up to 10 keywords or up to 255 characters.
- Uppercase and lowercase are not discriminated.
- The program can also search for keywords that contain spaces.

3. Click Start Searching

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

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

[Documents Containing Perfect Match]
Topics containing the entire search character string (including spaces) exactly as entered (perfect match)

[Documents Containing All Keywords]
Topics containing all keywords that were entered

[Documents Containing Any Keyword]
Topics containing at least one of the keywords that were entered

4. Display the topic that you want to read

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

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

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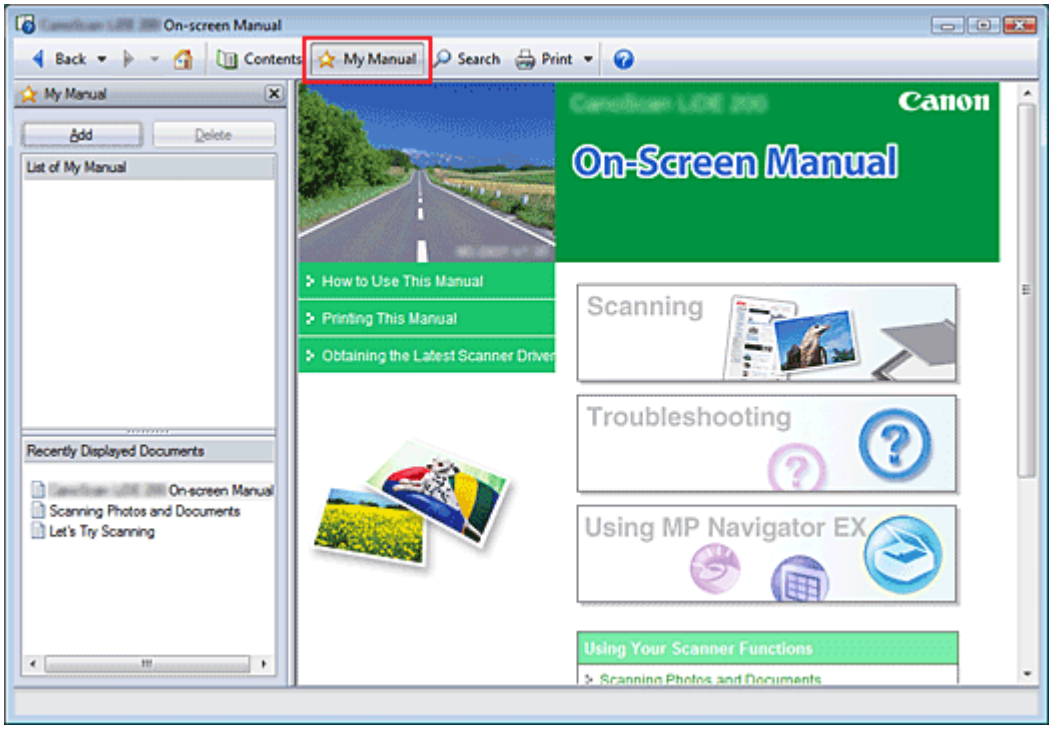
Registering Topics to My Manual

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



1. Display the topic

Display the topic to be added to My Manual.

2. Click My Manual

The My Manual window is displayed to the left of the On-screen Manual.

Note

- Click My Manual to close or display the My Manual window.

3. Register the topic to My Manual

Click Add.

The currently displayed topic is added to List of My Manual.

Note

- Alternatively, from the Recently Displayed Documents list, double-click (or select and press Enter) the topic to be added to My Manual to display that topic, and then click Add.

4. Display My Manual

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

Note

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

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Symbols Used in this Document

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

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

Important
Instructions that must be observed for safe operation.

Note
Instructions as notes for operation or additional explanations.

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Trademarks

- Microsoft is a registered trademark of Microsoft Corporation.
- Windows is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
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CanoScan LiDE 200

Scanning Guide

MA-4052-V1.00

General Notes (Scanner Driver)

What Is MP Navigator EX (Supplied Scanner Software)?

Let's Try Scanning

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

Useful MP Navigator EX Functions

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

Utilizing Images in MP Navigator EX

- Saving
- Saving as PDF Files
- Creating/Editing PDF Files
- Printing Documents
- Printing Photos
- Sending via E-mail
- Editing Files
- Setting Passwords for PDF Files
- Opening/Editing Password-protected PDF Files

MP Navigator EX Screens

- Navigation Mode Screen
- Scan/Import Documents or Images Tab
- View & Use Images on your Computer Tab
- Custom Scan with One-click Tab
- Photos/Documents (Platen) Screen (Scan/Import Window)
- Save Dialog Box
- Save as PDF file Dialog Box
- View & Use Window
- Create/Edit PDF file Window
- Print Document Dialog Box

Placing Documents

What Is ScanGear (Scanner Driver)?

Scanning with Advanced Settings Using ScanGear (Scanner Driver)

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

Correcting Images and Adjusting Colors with ScanGear (Scanner Driver)

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

ScanGear (Scanner Driver) Screens

- Basic Mode Tab
- Advanced Mode Tab
- Auto Scan Mode Tab
- Preferences Dialog Box

Useful Information on Scanning

- Adjusting Cropping Frames
- Resolution
- File Formats
- Color Matching

Other Scanning Methods

- Scanning using the Scanner Buttons
- Scanner Button Settings
- Scanner Button Settings via MP Navigator EX
- Scanning from an Application
- Scanning using the Control Panel (Windows XP Only)

Troubleshooting

Print Photo Dialog Box
Send via E-mail Dialog Box
Correct/Enhance Images Window
One-click Mode Screen
Save Dialog Box (One-click Mode Screen)
Copy Dialog Box
Print Dialog Box
Mail Dialog Box
OCR Dialog Box
Scan Dialog Box
PDF Dialog Box
Preferences Dialog Box

Opening Files Other than Scanned Images

Opening Images Saved on a Computer

Installation Problems
Problems with Scanning
Software Problems
MP Navigator EX Problems

Updating the Scanner Driver

Obtaining the Latest ScanGear (Scanner Driver)
Uninstalling the ScanGear (Scanner Driver)
Before Installing ScanGear (Scanner Driver)
Installing ScanGear (Scanner Driver)

Bundled Applications

ArcSoft PhotoStudio

About Inkjet Printer/Scanner Extended Survey Program

Using MP Navigator EX

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

Start MP Navigator EX

Click Here: MP Navigator EX

Note

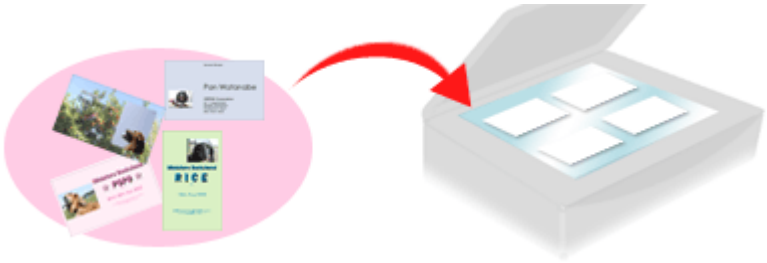
- See "Let's Try Scanning" for details on how to scan images using MP Navigator EX.

Scan Photos and Documents

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

Scan Small Documents at One Time

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

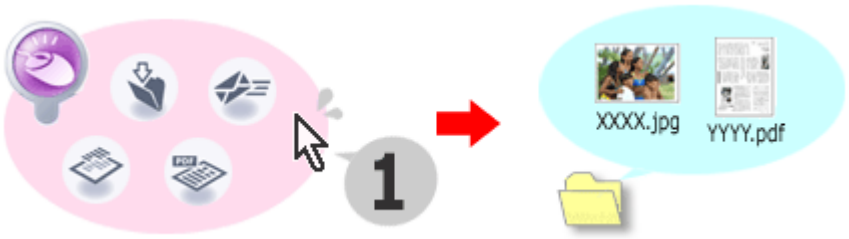


Scan Large Documents

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

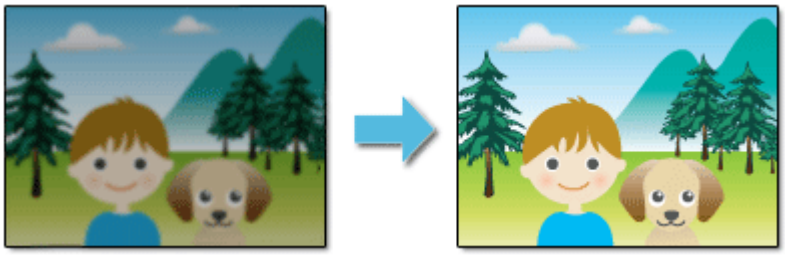
Scan with One-click

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



Scan and Correct/Enhance Photos

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



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General Notes (Scanner Driver)

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

Scanner Driver Restrictions

- When using the NTFS file system, the TWAIN data source may not be invoked. This is because the TWAIN module cannot be written to the winnt directory for security reasons. Contact the computer's administrator for help.
- Some computers (including laptops) connected to the machine may not resume correctly from standby mode. In that case, restart the computer.
- Do not connect two or more machine or multifunction printers with scanner function to the same computer simultaneously. If multiple scanning devices are connected, you cannot scan from a button on the machine (Scanner Button) and also may experience errors while accessing the devices.
- Software screens may not appear correctly on Windows Vista when font size is set to Larger scale. If you want to display the screens with Larger scale fonts, change the theme in Appearance and Personalization to Windows Classic as follows:
  1. From the Start menu, select Control Panel.
  2. Select Appearance and Personalization > Personalization > Theme.
  The Theme Settings dialog box opens.
  3. On the Theme tab of the Theme Settings dialog box, select Windows Classic under Theme.
  4. Click OK.
  Desktop changes to Windows Classic view.
- Use the default display font size of the OS. Otherwise, software screens may not appear correctly.
- ScanGear (scanner driver) cannot be opened in multiple applications at the same time. Within an application, ScanGear (scanner driver) cannot be opened for the second time when it is already open.
- Be sure to close the ScanGear (scanner driver) window before closing the application.
- Make sure that you have adequate disk space available when scanning large images at high resolutions. For example, at least 300 MB of free space is required to scan an A4 document at 600 dpi in full-color.
- ScanGear (scanner driver) and WIA driver cannot be used at the same time.
- Do not enter the computer into sleep or hibernate state during scanning.
- Calibration may take time if the machine is connected via USB 1.1.
- Scanning may fail if the computer has resumed from sleep or standby mode. In that case, disconnect the USB cable from the computer and reconnect it.

Applications with Restrictions on Use

- If you start Media Center included in Windows XP Media Center Edition 2005, you may not be able to scan using a button on the machine (Scanner Button). In that case, restart the computer.
- You cannot scan images with Media Center included in Windows Vista™ and Windows XP Media Center Edition 2005. Scan with other applications such as MP Navigator EX.
- In some applications, you may encounter a problem when you use Multi-Crop in the Advanced Mode tab of ScanGear (scanner driver). In that case, scan each document individually, changing Paper Size according to the document.
- In some applications, if you select the View scanned images checkbox in the Auto Scan Mode tab of ScanGear (scanner driver), the window displaying the thumbnails of the scanned images may close automatically.
- Some applications may not display the TWAIN user interface. In that case, refer to the application's manual and change the settings accordingly.

- Some applications do not support continuous scanning of multiple images. In some cases, only the first scanned image is accepted, or multiple images are scanned as one image.
- When scanning platen size images into a Microsoft Office application (such as Word, Excel or PowerPoint), click Custom Insert in the Insert Picture from Scanner or Camera dialog box. Otherwise, images may not be scanned correctly.
- Images may not be scanned correctly in some applications. In that case, increase the operating system's virtual memory and retry.
- When image size is too large (such as when scanning large images at high resolution), your computer may not respond or the progress bar may remain at 0% depending on the application. In that case, cancel the action (for example by clicking Cancel on the progress bar), then increase the operating system's virtual memory or reduce the image size/resolution and retry. Alternatively, scan the image via MP Navigator EX first, then save and import it into the application.

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Placing Documents

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

Important

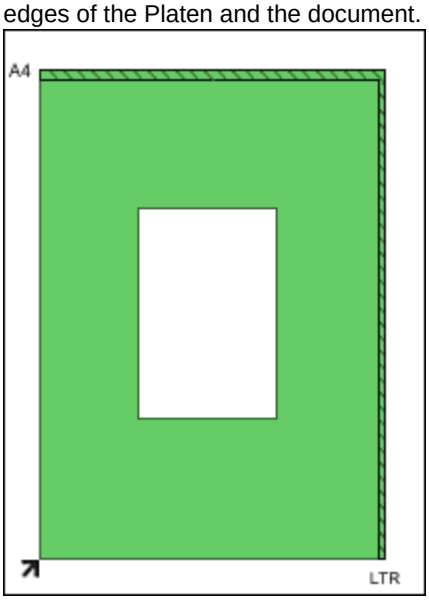
- Close the Document Cover when scanning documents.
- Place documents as described below to allow the machine to detect the document automatically. When scanning by specifying the document size, always align an upper corner of the document with the corner at the arrow of the Platen, regardless of the document type.
- Do not place items that weigh 4.4 lbs (2.0 kg) or more on the Platen. Also, do not press on the document with a force exceeding 4.4 lbs (2.0 kg).
- When the machine is placed upright, the document type may not be detected automatically. In that case, specify the document type in MP Navigator EX or ScanGear (scanner driver).

Placing Documents

When Scanning Photos, Hagaki, Business Cards or CD/DVD

Placing a Single Document

Place the document face-down on the Platen, with 3/8 inches (1 cm) or more space between the edges of the Platen and the document.

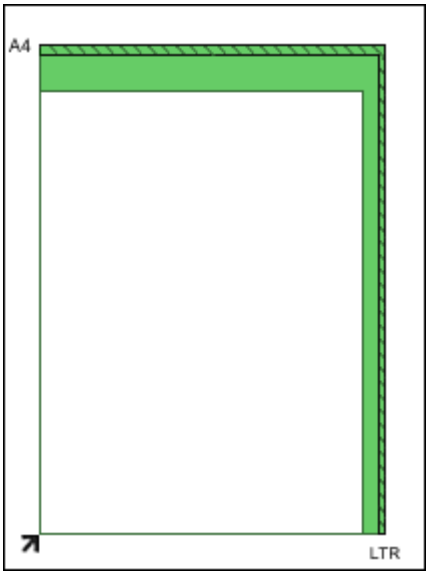


Important

- If the document is large (such as an A4 photo) and cannot be placed away from the edges/arrow of the Platen, scan by specifying the file format.
- Reflective CD/DVD labels may not be scanned properly.

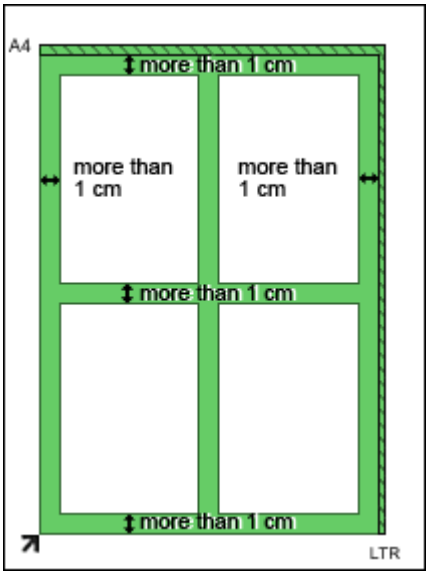
When Scanning Magazines, Newspapers or Text Documents

Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow of the Platen.



Placing Multiple Documents

Allow 3/8 inches (1 cm) or more space between the edges of the Platen and documents, and between documents.



Note

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

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What Is MP Navigator EX (Supplied Scanner Software)?

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

What You Can Do with this Software

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

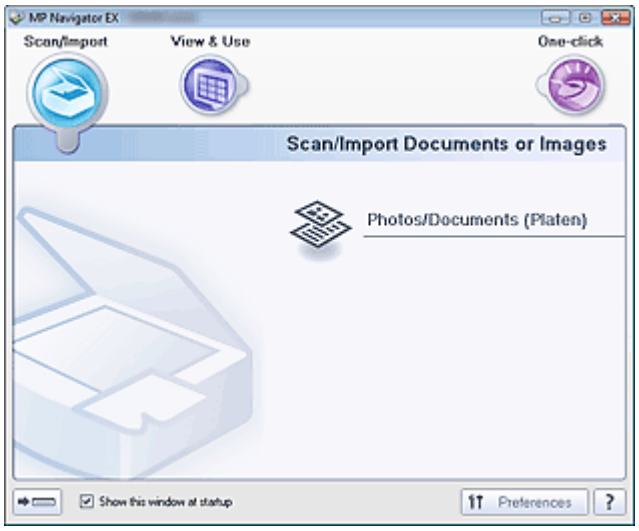
Screens

Main Menus

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

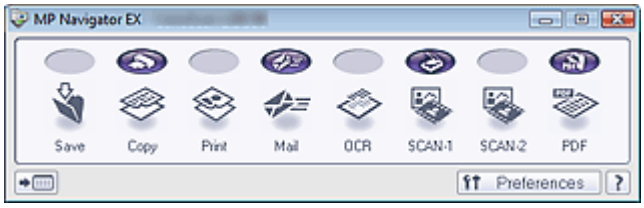
Navigation Mode Screen

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



One-click Mode Screen

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

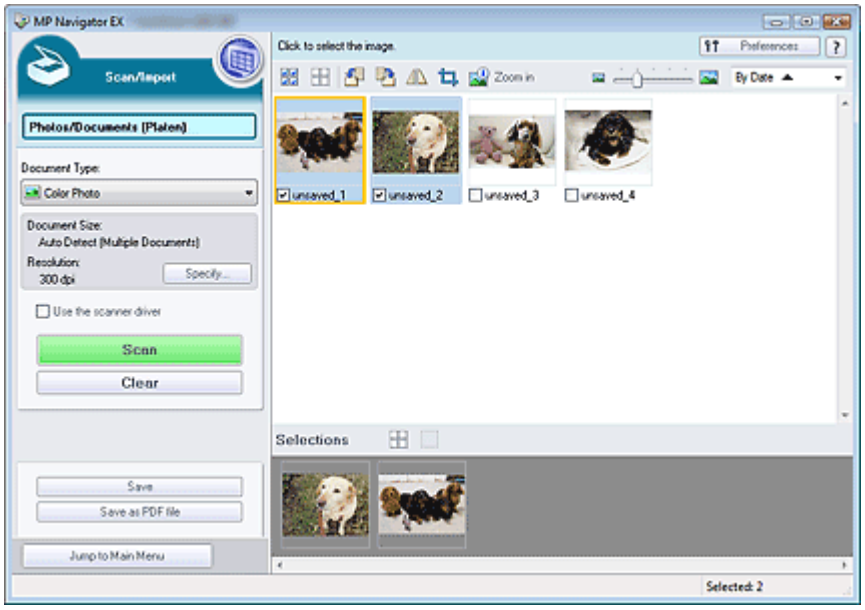


Note

- Click (Switch Mode) to switch to the Navigation Mode screen.

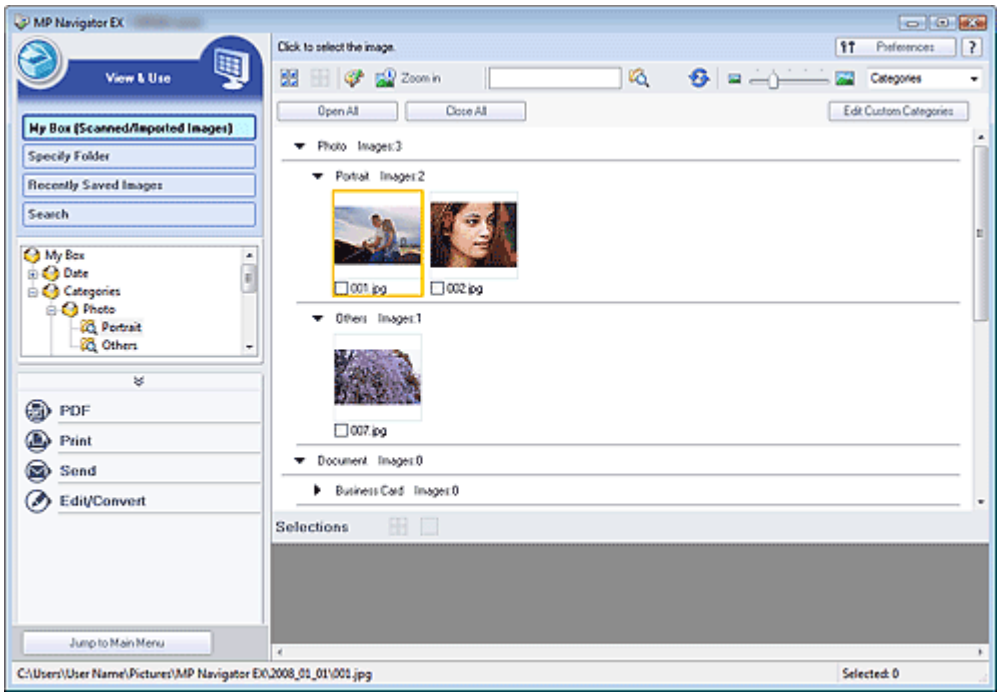
Scan/Import Window

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



View & Use Window

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



Note

- MP Navigator EX may not start from a button on the machine. In that case, restart the computer.

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Let's Try Scanning

Try scanning using MP Navigator EX.

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

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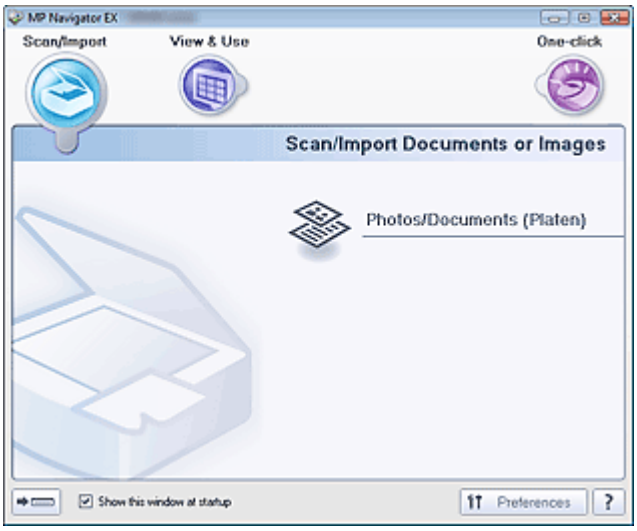
Starting MP Navigator EX

Starting MP Navigator EX

1. Double-click MP Navigator EX 2.0 icon on the desktop.

MP Navigator EX starts.

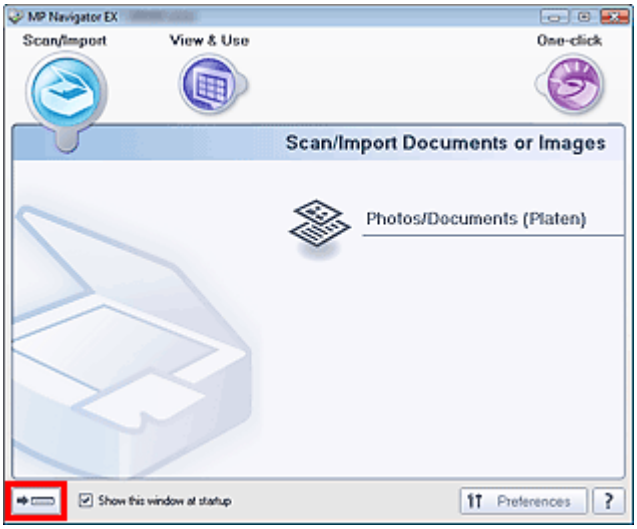


Note

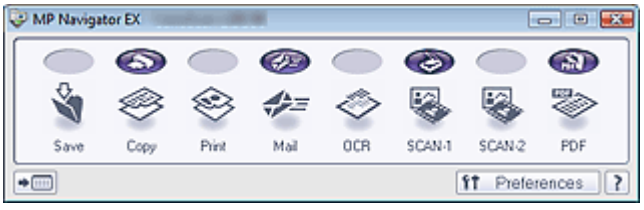
- Alternatively, from the Start menu, select (All) Programs > Canon Utilities > MP Navigator EX 2.0 > MP Navigator EX 2.0.

Starting One-click Mode

1. Click at the bottom left of the screen.



The One-click Mode screen appears.



Note

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

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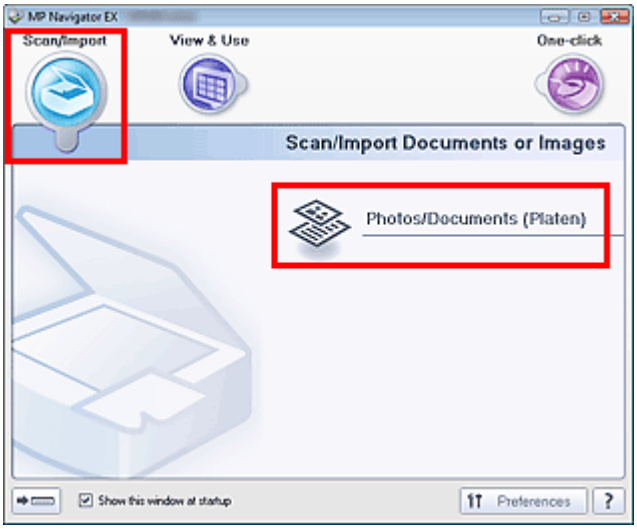
Scanning Photos and Documents

Scan photos and documents placed on the Platen.

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

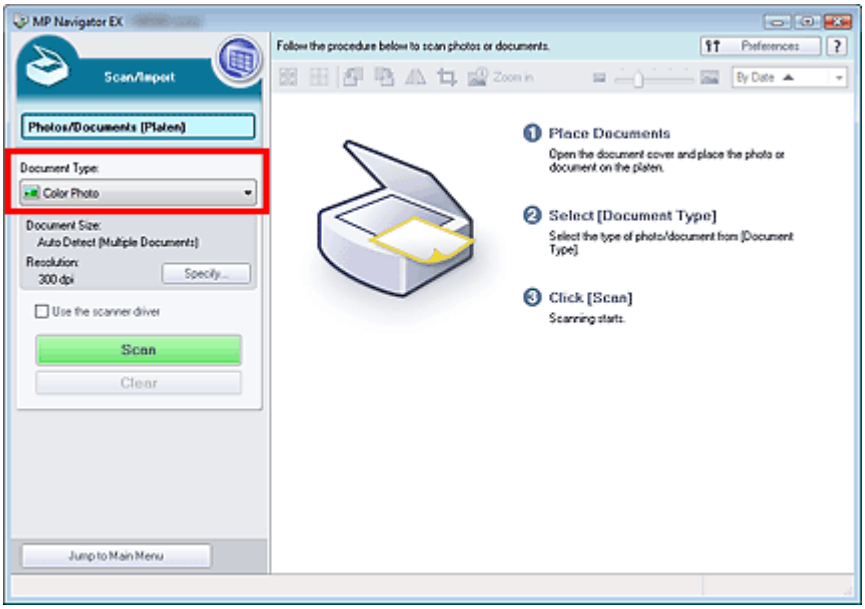
   Starting MP Navigator EX

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



3. Place the document on the Platen, then select Document Type.

   Placing Documents



Note

- When you select Magazine(Color), the Descreen function will be enabled and scanning takes longer than usual. To disable the Descreen function, deselect the Descreen checkbox in the Scan Settings dialog box.
- Select Text(OCR) to extract the text in the image and convert to editable text data using MP Navigator EX.

4. Click Specify... and specify the document size and resolution as required.

   The Scan Settings Dialog Box (Photos/Documents) opens.

Note

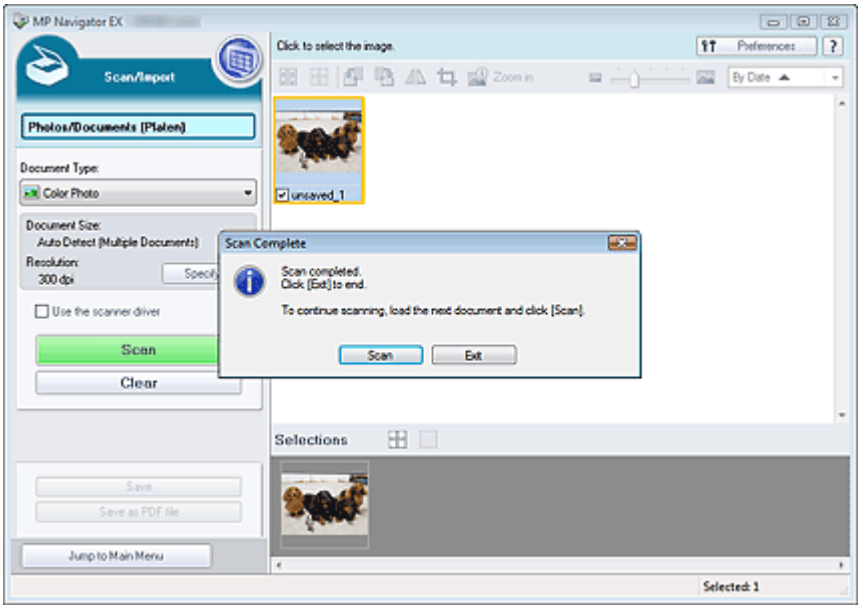
- When scanning a large document (such as an A4 photo), align its corner with the corner at the arrow of the platen and specify the document size in the Scan Settings dialog box.

5. Click Scan.

Scanning starts.

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

The scanned images appear in the Thumbnail window.



6. Edit the scanned images as required.

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

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

Note

- First select images to edit. (Selected images are outlined in orange.) Drag the mouse or use Shift + arrow keys to select multiple images.

7. Save the scanned images.

- Saving
- Saving as PDF Files

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Scanning Multiple Documents at One Time

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

Important

- The following types of documents cannot be cropped correctly.
  - Documents smaller than 1.18 inches (3 cm) square
  - Photos that have been cut to various shapes
- The following types of documents may not be cropped correctly. In that case, start ScanGear (scanner driver), then adjust the cropping frame on the Advanced Mode tab and scan again.
  - Photos that have a whitish border
  - Documents printed on white paper, hand-written text, business cards, etc.
  - Thin documents
  - Thick documents

  Scanning in Advanced Mode

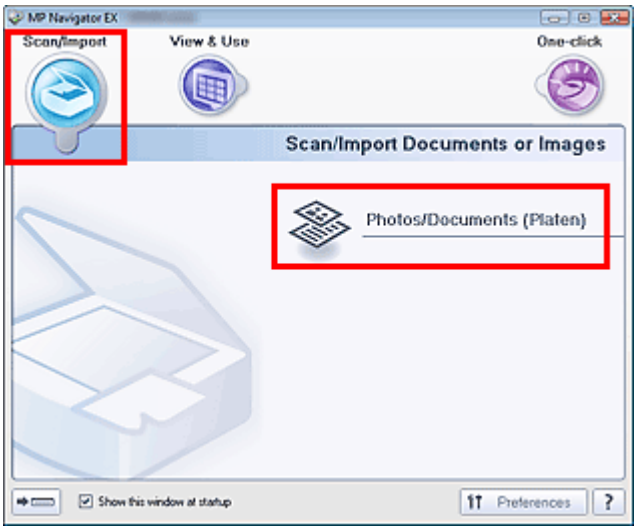
1. Place the document on the Platen.

   Placing Documents

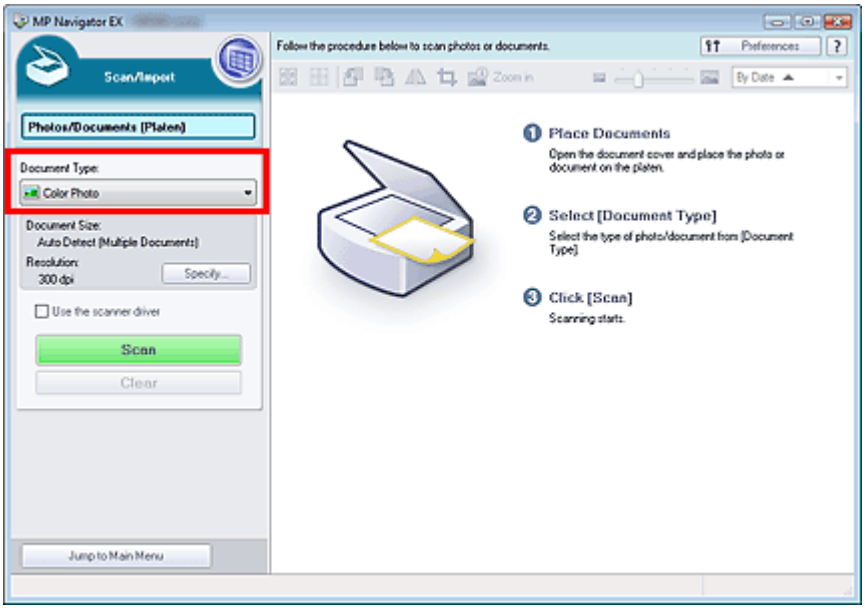
2. Start MP Navigator EX and open the Navigation Mode screen.

   Starting MP Navigator EX

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



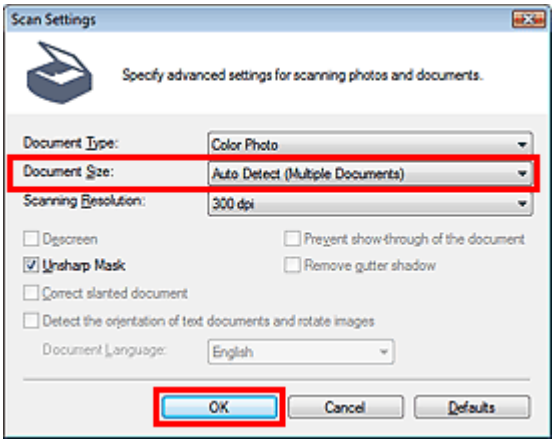
4. Select Document Type according to the document to be scanned.



5. Click Specify....

The Scan Settings Dialog Box (Photos/Documents) opens.

6. Select Auto Detect (Multiple Documents) for Document Size and click OK.

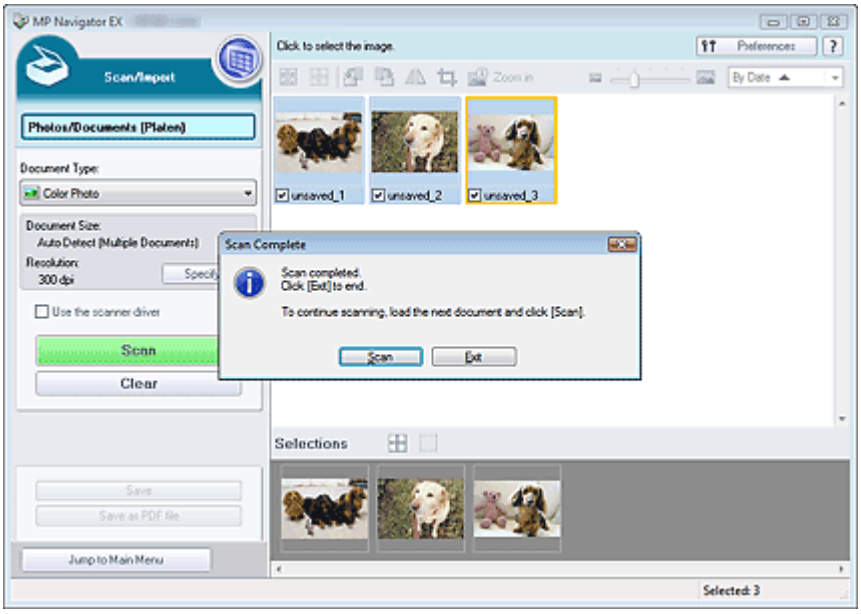


7. Return to the Scan/Import window and click Scan.

Multiple documents are scanned at one time.

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

The scanned images appear in the Thumbnail window.



8. Edit the scanned images as required.

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

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

Note

- First select images to edit. (Selected images are outlined in orange.) Drag the mouse or use Shift + arrow keys to select multiple images.

9. Save the scanned images.

➡ Saving

➡ Saving as PDF Files

Note

- If you want to preview the images before scanning, start ScanGear (scanner driver) and use the Advanced Mode tab.
  ➡ Scanning Multiple Documents at One Time in Advanced Mode

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Scanning Images Larger than the Platen (Stitch Assist)

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

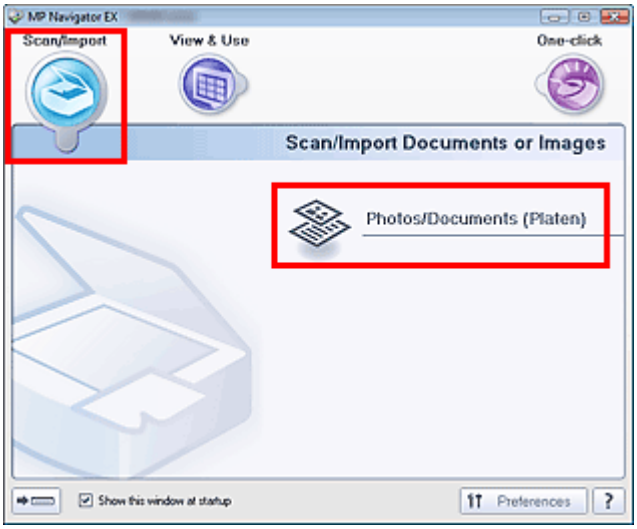
1. Start MP Navigator EX and open the Navigation Mode screen.

Starting MP Navigator EX

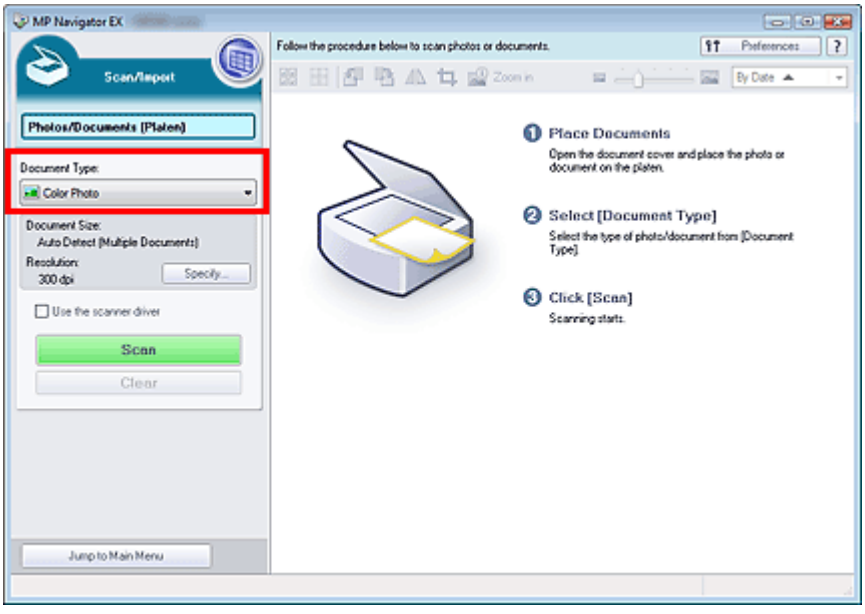
Note

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

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



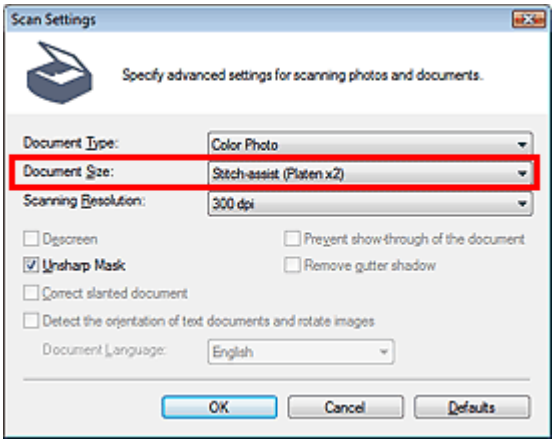
3. Select Document Type according to the document to be scanned.



4. Click Specify....

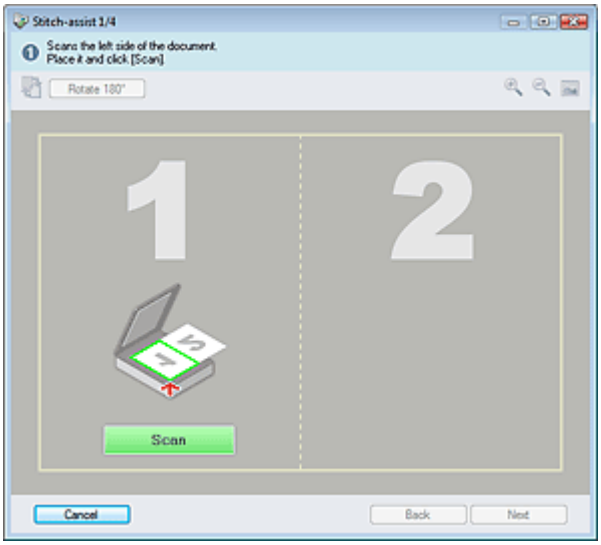
The Scan Settings Dialog Box (Photos/Documents) opens.

Select Stitch Assist for Document Size, then specify Scanning Resolution as required.



5. Return to the Scan/Import window and click Scan.

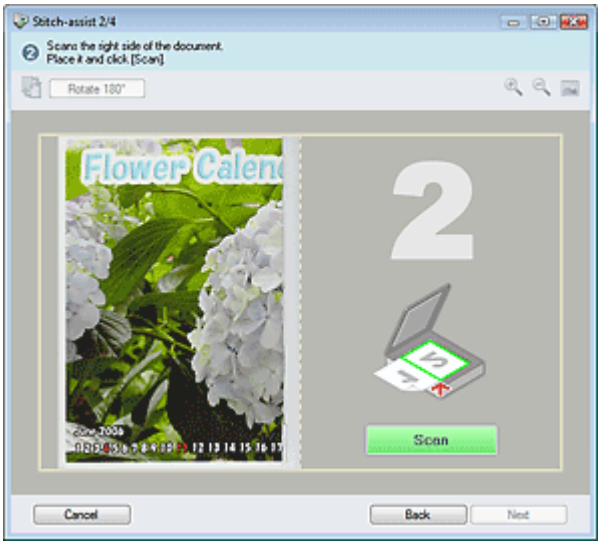
The Stitch-assist window opens.



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

7. Click Scan.

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



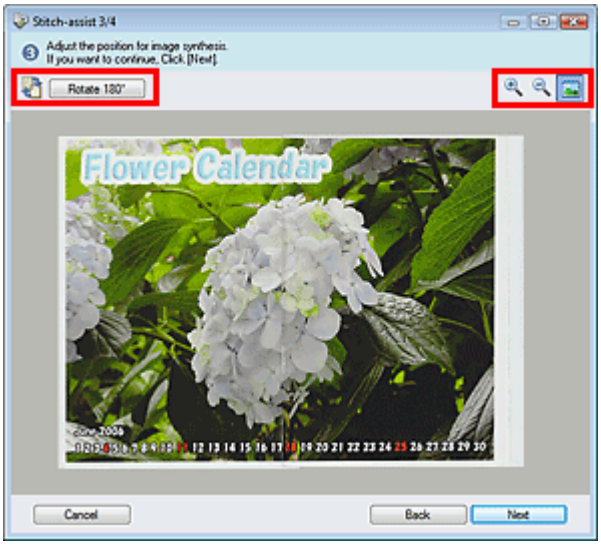
8. Place the right half of the document face-down on the Platen.

9. Click Scan.

The right half of the document is scanned.

10. Adjust the scanned image as required.

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



- **(Swap Left & Right)**

  Swaps the left and right halves.

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

- Rotate 180° **Rotate 180°**

  Rotates right half of the image 180 degrees.

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

- **(Enlarge)**

  Enlarges the displayed image.

- **(Reduce)**

  Reduces the displayed image.

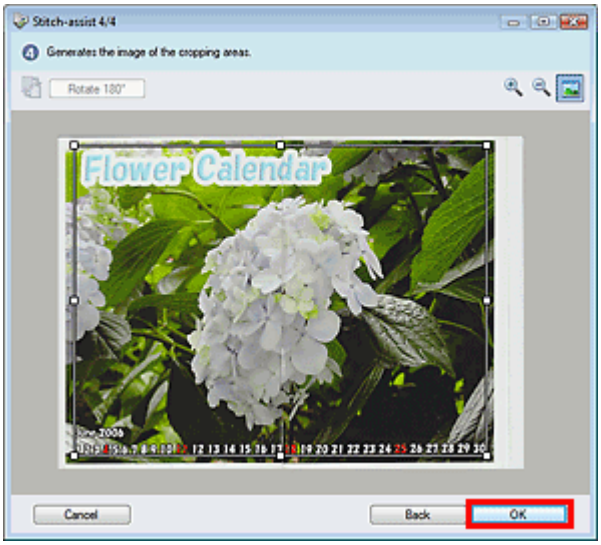
- **(Full-screen)**

  Enlarges/reduces the image to display it full-screen.

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

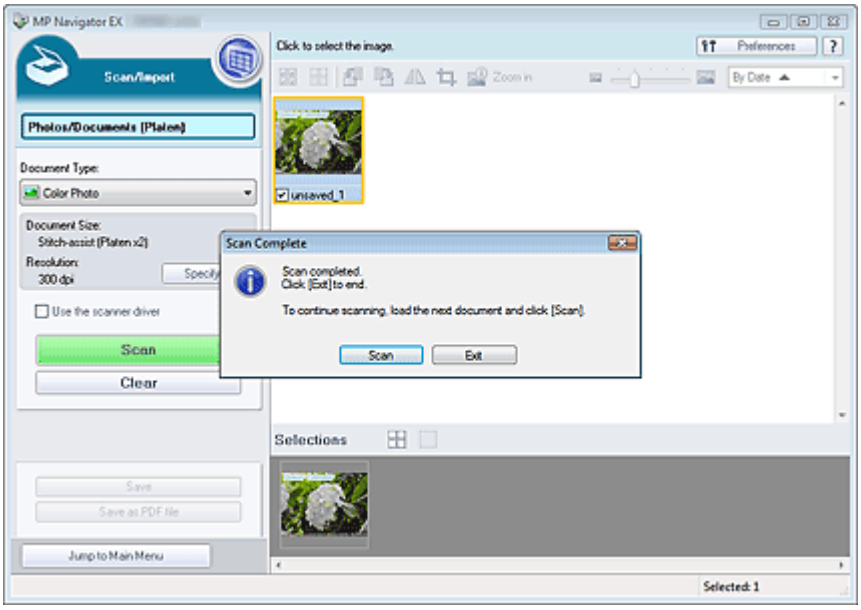
11. Click Next.

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



The combined image appears in the Thumbnail window.

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



13. Save the scanned images.

- Saving
- Saving as PDF Files

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Easy Scanning with One-click

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

1. Place the document on the Platen.

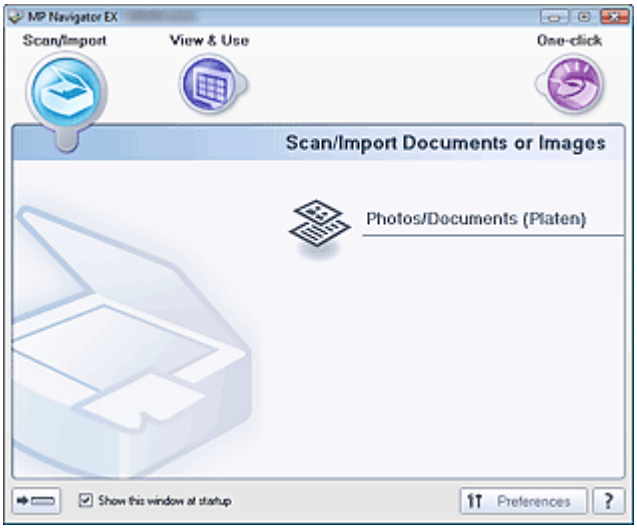
Placing Documents

2. Start MP Navigator EX.

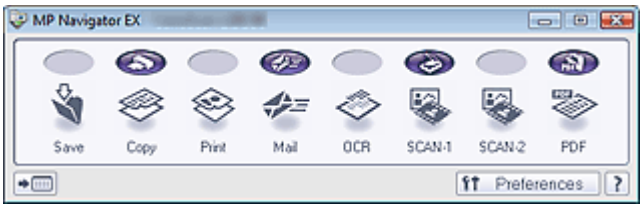
Starting MP Navigator EX

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

Navigation Mode Screen



One-click Mode Screen



Note

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

3. Point to One-click.

4. Click the corresponding icon.

Note

- See the corresponding sections below for details on each icon.
  - Custom Scan with One-click Tab
  - One-click Mode Screen

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Useful MP Navigator EX Functions

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

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

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Correcting/Enhancing Images Automatically

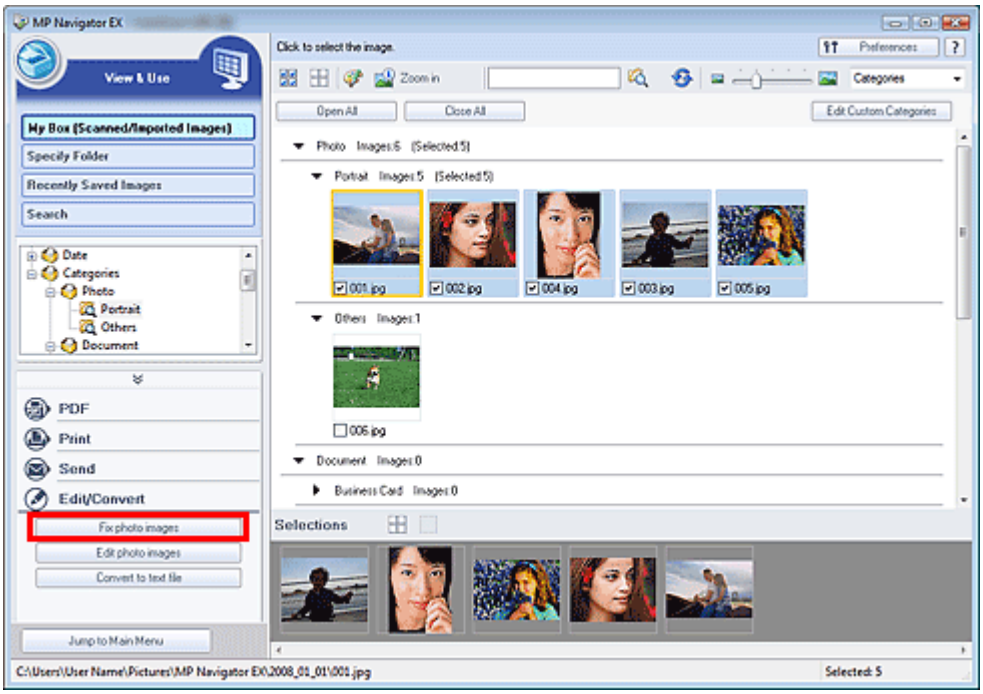
MP Navigator EX will analyze and correct/enhance scanned images automatically.

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

Note

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

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



The Correct/Enhance Images window opens.

Note

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

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

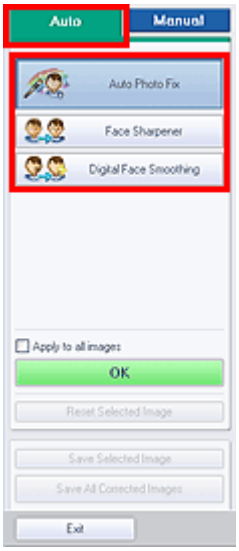
The selected image appears in Preview.

Note

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

4. Make sure that Auto is selected.

5. Click Auto Photo Fix, Face Sharpener or Digital Face Smoothing.



- **Auto Photo Fix**

  Analyzes the image and makes suitable corrections automatically.
- **Face Sharpener**

  Sharpens out-of-focus faces.
- **Digital Face Smoothing**

  Enhances skin beautifully by removing blemishes and wrinkles.

Note

- The Face Sharpener and Digital Face Smoothing effect levels can be changed using the slider that appears by clicking the corresponding buttons.
- Once image is corrected with Auto Photo Fix and saved, it cannot be corrected again with Auto Photo Fix. Auto Photo Fix may not be available for images edited using an application, digital camera, etc. manufactured by other companies.

6. Click OK.

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

Note

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

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

You can save corrected/enhanced images as new files.

Note

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

8. Click Exit.

Note

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

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Correcting/Enhancing Images Manually

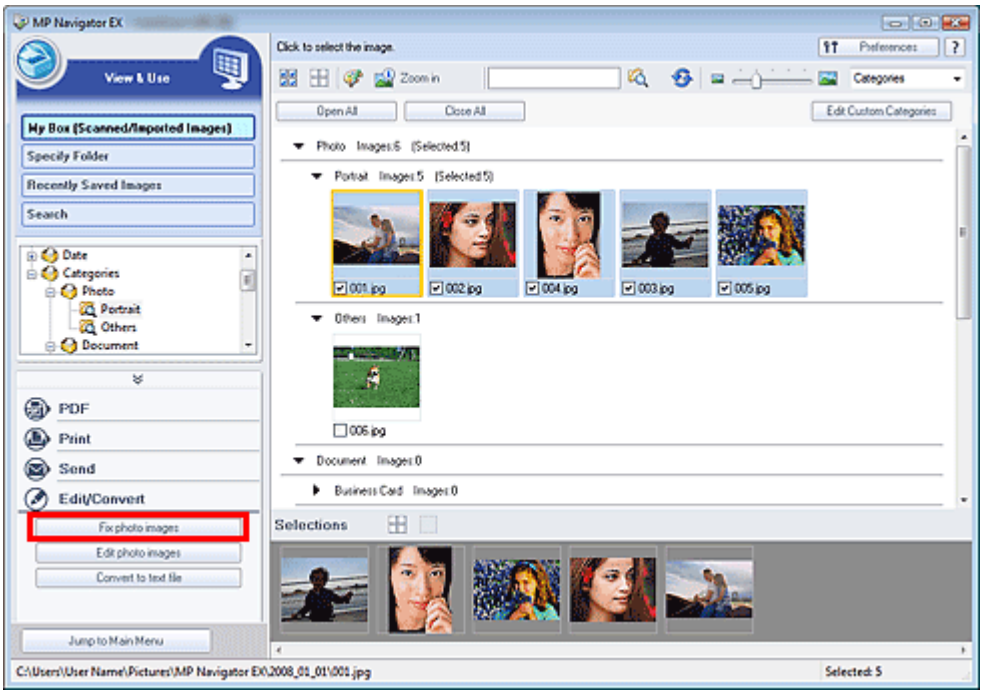
You can correct/enhance scanned images manually.

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

Note

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

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



The Correct/Enhance Images window opens.

Note

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

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

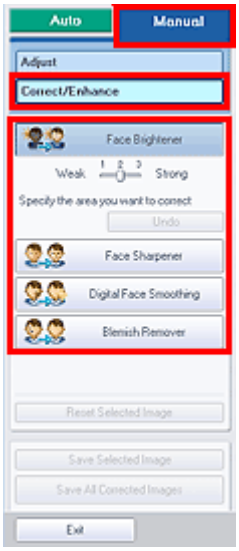
The selected image appears in Preview.

Note

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

4. Click Manual, then click Correct/Enhance.

5. Click Face Brightener, Face Sharpener, Digital Face Smoothing or Blemish Remover.



- **Face Brightener**

  Brightens dark faces in backlit photos.
- **Face Sharpener**

  Sharpens out-of-focus faces.
- **Digital Face Smoothing**

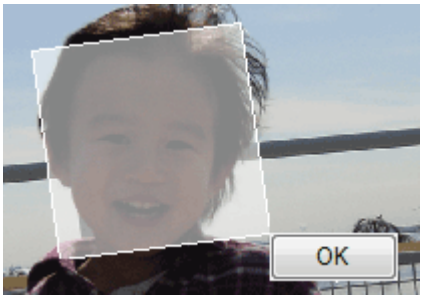
  Enhances skin beautifully by removing blemishes and wrinkles.
- **Blemish Remover**

  Removes moles.

Note

- Move the cursor over the image. The shape of the cursor changes to + (Cross).

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



The portion in and around the selected area is corrected/enhanced and (Correction/ Enhancement) appears on the upper left of the thumbnail.

Note

- For Face Brightener, Face Sharpener and Digital Face Smoothing, you can drag to rotate the rectangle.
- Click Undo to undo the latest correction/enhancement.
- The Face Brightener, Face Sharpener and Digital Face Smoothing effect levels can be changed using the slider that appears by clicking the corresponding buttons.
- Click Reset Selected Image to undo the correction/enhancement.

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

You can save corrected/enhanced images as new files.

Note

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

8. Click Exit.

Note

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

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Adjusting Images

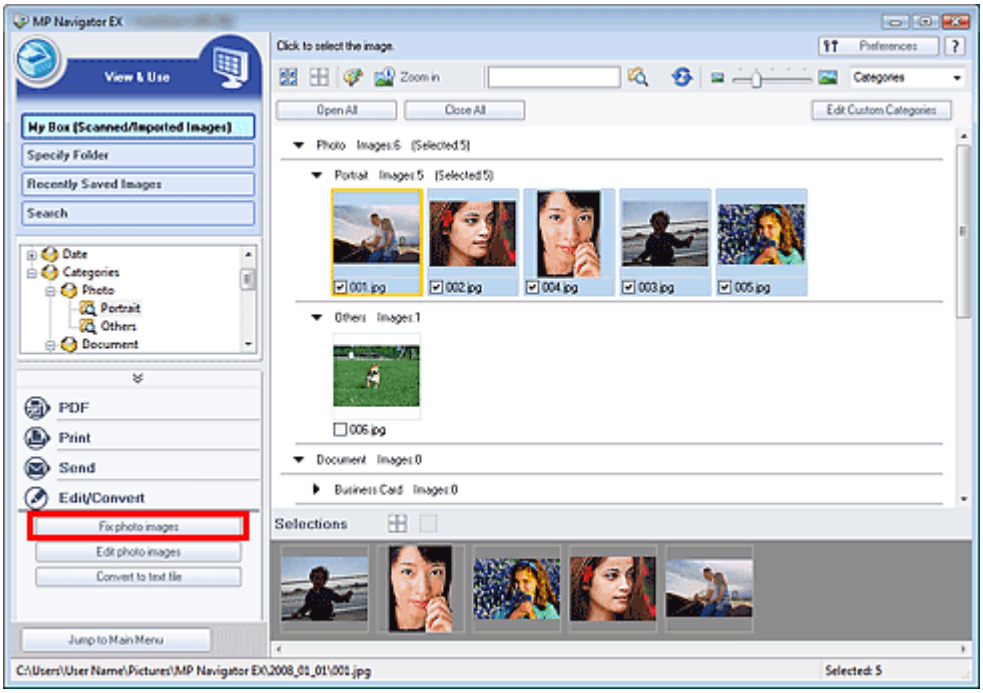
You can make fine adjustments to the overall brightness, contrast, etc. of images.

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

Note

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

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



The Correct/Enhance Images window opens.

Note

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

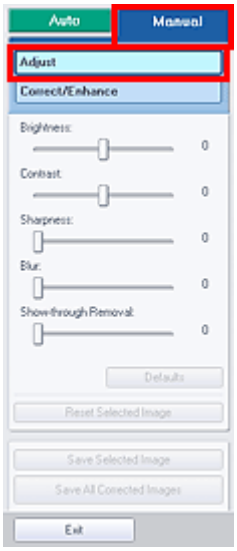
3. Select the image you want to adjust from the thumbnail list.

The selected image appears in Preview.

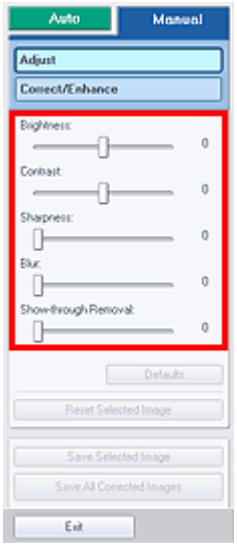
Note

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

4. Click Manual, then click Adjust.



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



- **Brightness**

Adjusts the overall image brightness. Adjust the brightness when the image is too dark or too bright.
Move the slider to the left to darken and right to brighten the image.

- **Contrast**

  Adjusts the contrast of the image. Adjust the contrast when the image is flat due to lack of contrast.
  Move the slider to the left to decrease and right to increase the contrast of the image.

- **Sharpness**

  Emphasizes the outline of the subjects to sharpen the image. Adjust the sharpness when the photo is out of focus or text is blurred.
  Move the slider to the right to sharpen the image.

- **Blur**

  Blurs the outline of the subjects to soften the image.
  Move the slider to the right to soften the image.

- **Show-through Removal**

  Removes show-through of text from the reverse side or removes the base color. Adjust the show-through level to prevent text on the reverse side of thin document or the base color of the document from appearing on the image.
  Move the slider to the right to increase the show-through removal effect.

Note

- Click Defaults to reset all adjustments.

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

You can save adjusted images as new files.

Note

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

7. Click Exit.

Note

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

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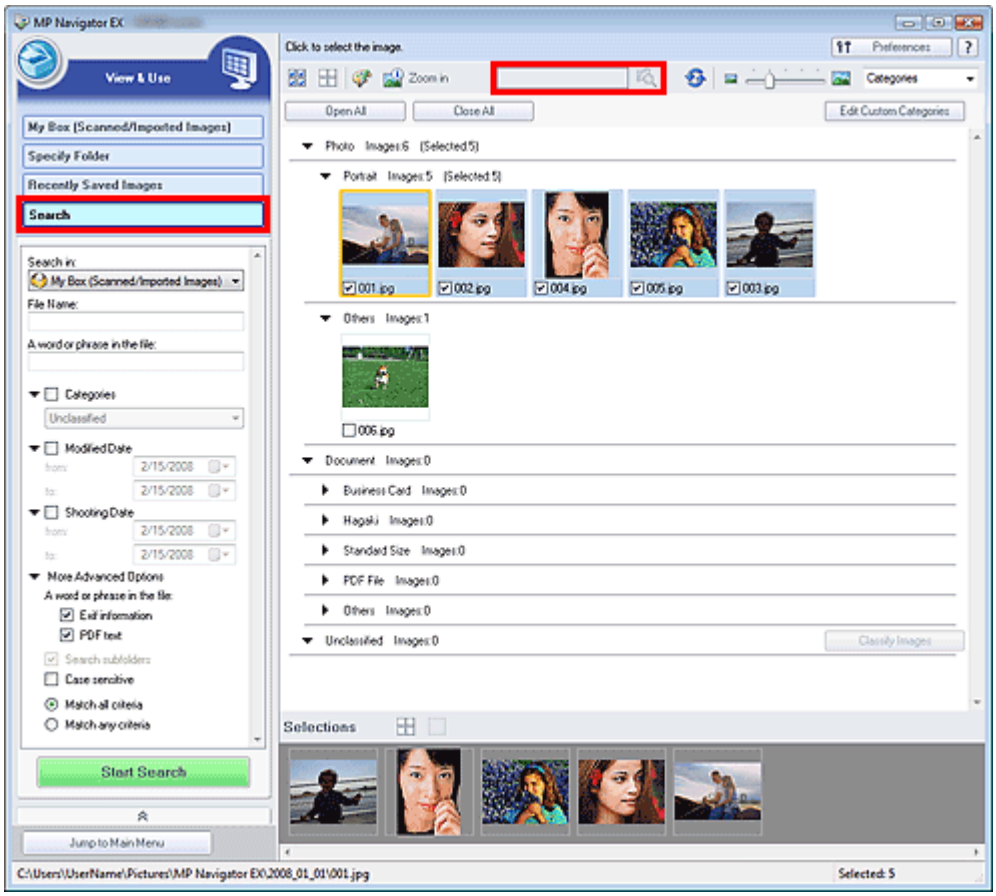
Searching Images

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

Note

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

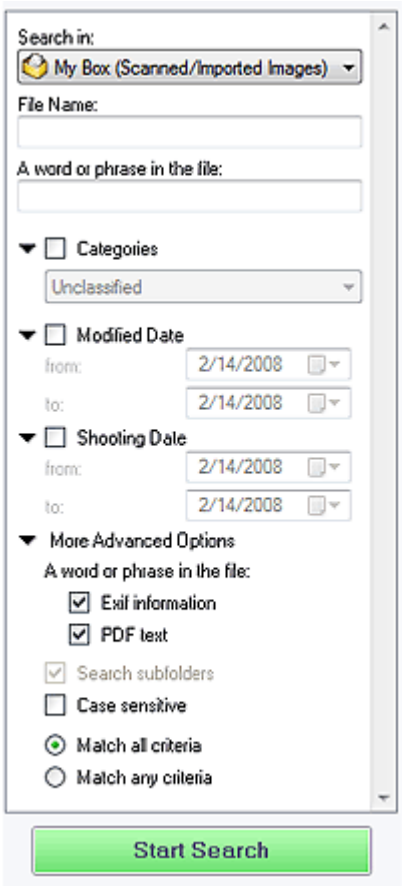


Quick Search

In on the Toolbar, enter a word or phrase included in the file name, Exif information or PDF text of the image you want to search for, then click . For Exif information, text in Maker, Model, Description and User Comment is searched.

Advanced Search

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



- **Search in**

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

- **File Name**

  If you know the file name, enter it.

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

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

  Note

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

- **Categories**

  You can search for images by category.

- **Modified Date**

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

- **Shooting Date**

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

  Note

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

- **More Advanced Options**

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

    In A word or phrase in the file, select the items to search. If you select the Exif information checkbox, text in Maker, Model, Description and User Comment is searched. If you select the PDF text checkbox, text in PDF files is searched.

    Note

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

- **Search subfolders**

  Select this checkbox to search subfolders.
- **Case sensitive**

  Select this checkbox to match case.
- **Match all criteria**

  Searches for files that meet all the specified criteria.
- **Match any criteria**

  Searches for files that meet any of the specified criteria.

- **Start Search**

  Start search.

Note

- See "View & Use Window" for details on the View & Use window.

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Classifying Images into Categories

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

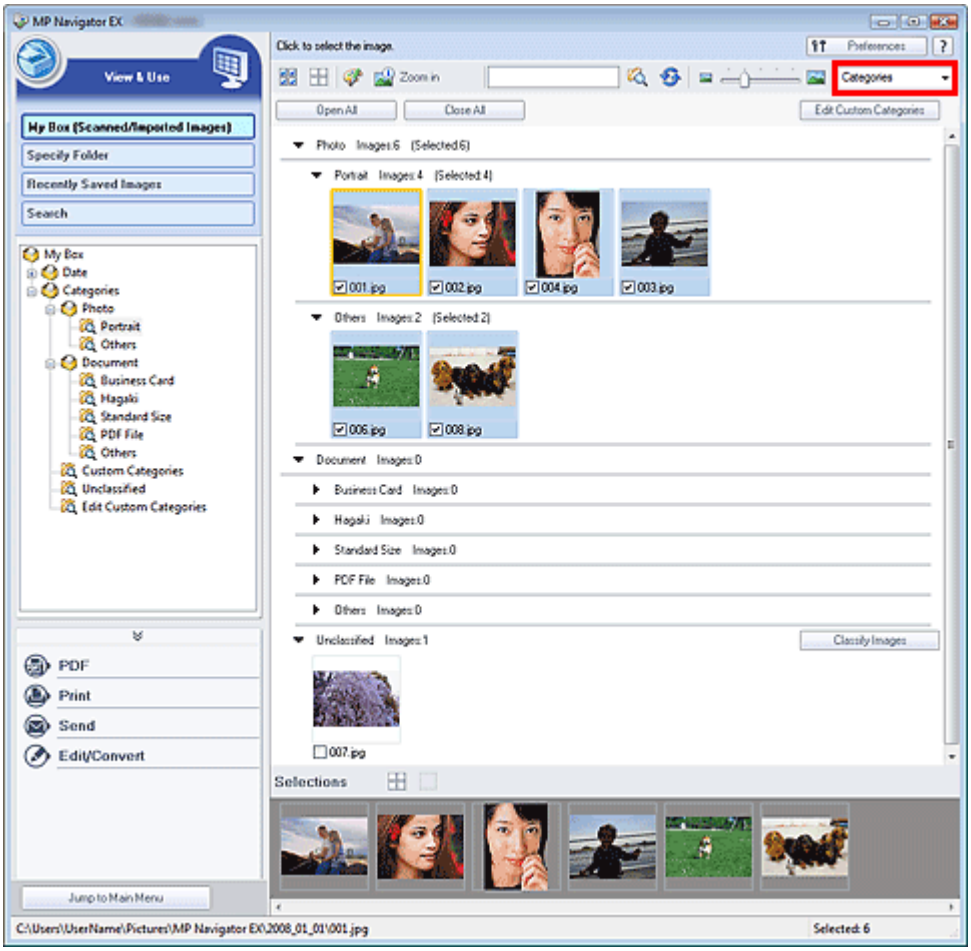
1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen.

Note

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

2. In Categories (Sort by), select Categories.

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



Images are sorted into the following categories.

Photos: Portrait, Others

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

Custom categories: Displays your custom categories.

To create custom categories, see " Creating Custom Categories."

Unclassified: Displays images that have not yet been classified.

Note

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

Important

- Even if you classify images saved in removable media such as USB flash drive and external hard disk, the classification information will be deleted once you remove the media. From the next time, the images are classified to Unclassified.

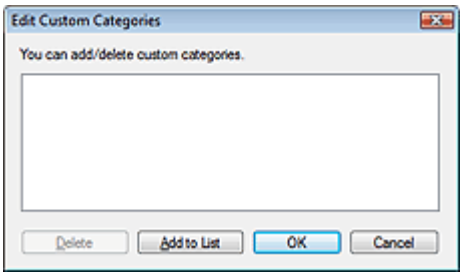
Note

- Some images may not be detected correctly and thus may be classified into wrong categories. In that case, drag and drop the image to the correct category.
- Images cannot be classified when Recently Saved Images is selected in the View & Use window.
- You can search for images by category. See "Searching Images" for details.

Creating Custom Categories

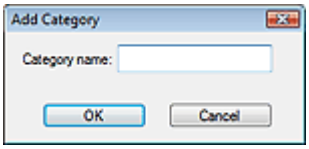
1. In the View & Use window, sort images by category and click Edit Custom Categories.

   The Edit Custom Categories dialog box opens.



2. Click Add to List.

   The Add Category dialog box opens.



3. Enter Category name and click OK.

   Important

   - You can create up to 20 custom categories.
   - Up to 50 single-byte characters can be used for a category name.

   Note

   - Double-click a created category to open the Change Category Name dialog box in which you can change the category name.
   - Select a custom category and click Delete to delete it.

Note

- See "View & Use Window" for details on the View & Use window.

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Utilizing Images in MP Navigator EX

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

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

- **Saving scanned images to computer**

  Saving

- **Saving scanned image as PDF Files**

  Saving as PDF Files

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

- **Creating PDF files from scanned images and editing PDF files**

  Creating/Editing PDF Files

- **Printing multiple scanned images at one time or printing at specific size, quality, etc.**

  Printing Documents

- **Printing scanned photos**

  Printing Photos

- **Sending scanned images via e-mail**

  Sending via E-mail

- **Correcting/enhancing scanned images or converting them to text**

  Editing Files

- **Setting passwords for created PDF files**

  Setting Passwords for PDF Files
  Opening/Editing Password-protected PDF Files

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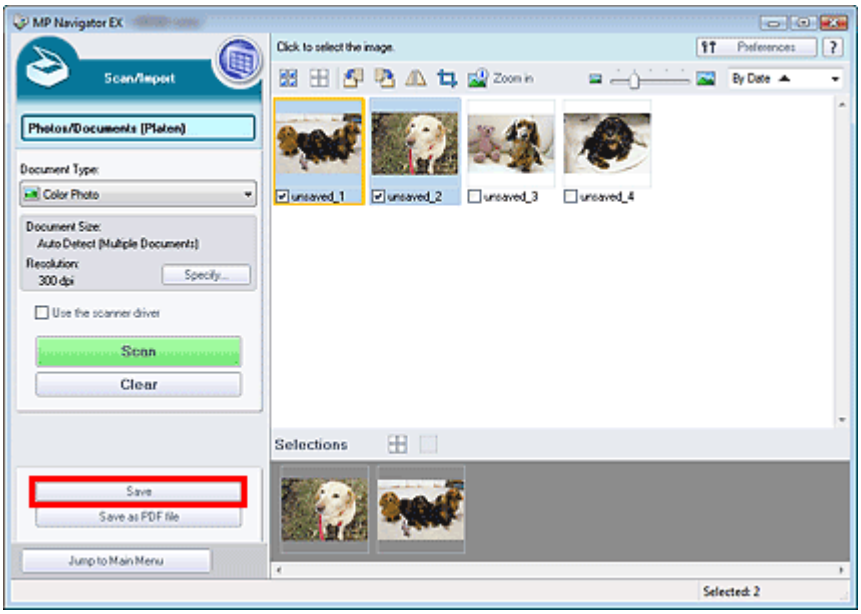
Saving

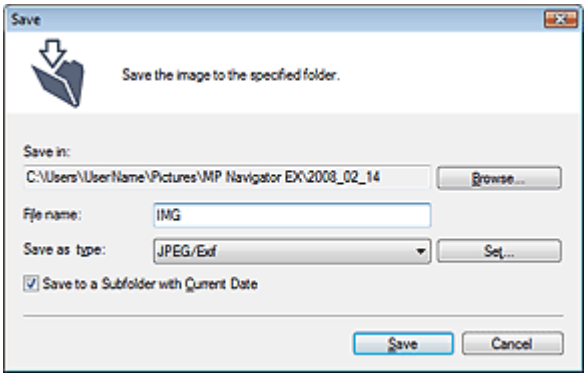
Save images scanned with MP Navigator EX to a computer.

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



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

Specify the destination folder, file name and file type.



Important

- You cannot select JPEG/Exif when Document Type is Text(OCR).

Note

- See "Save Dialog Box" for details on the Save dialog box.
- By default, the following folders are specified as the destination folders.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

3. Click Save.

Scanned images are saved according to the settings.

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

➡ Creating/Editing PDF Files

➡ Printing Documents

➡ Printing Photos

- Sending via E-mail
- Editing Files

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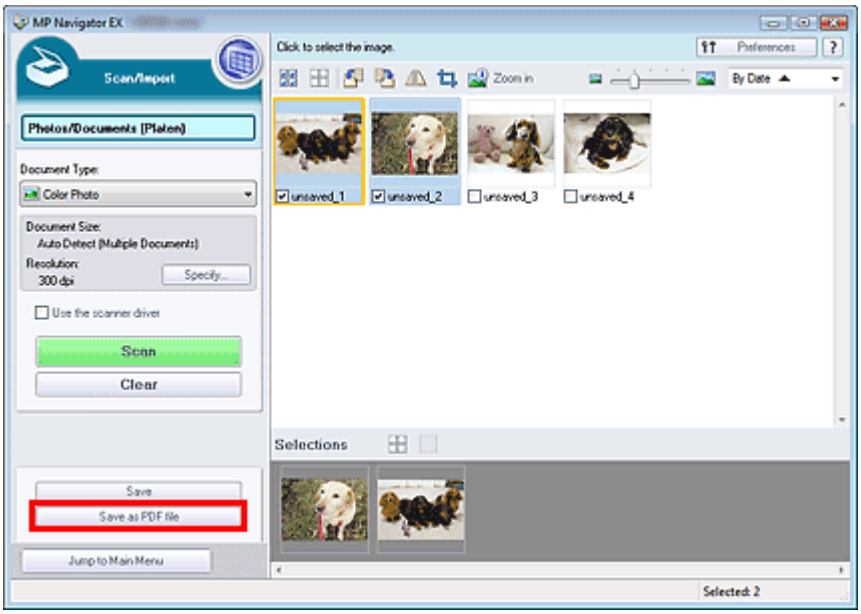
Saving as PDF Files

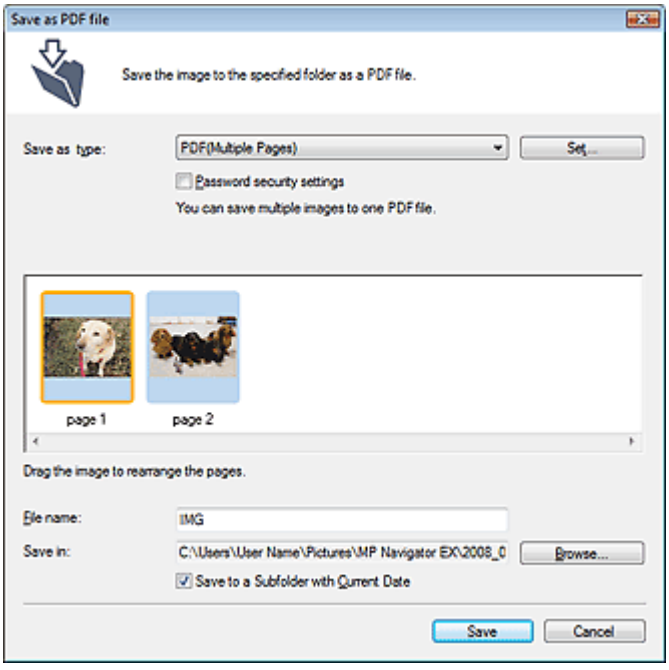
Save images scanned with MP Navigator EX as PDF files.

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



2. In the Save as PDF file dialog box, specify the save settings.

Specify the file type, file name and destination folder.



Select from the following PDF file types:

- **PDF**

  Save each of the selected images as a separate PDF file.
- **PDF(Multiple Pages)**

  Save multiple images in one PDF file.

Important

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

- **PDF(Add Page)**

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

  Important

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

Note

- See "Save as PDF file Dialog Box" for details on the Save as PDF file dialog box and Set....
- By default, the following folders are specified as the destination folders.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder
- You can set passwords for PDF files.
  ➡ Setting Passwords for PDF Files

3. Click Save.

Scanned images are saved according to the settings.

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

➡ Creating/Editing PDF Files

➡ Printing Documents

➡ Printing Photos

➡ Sending via E-mail

➡ Editing Files

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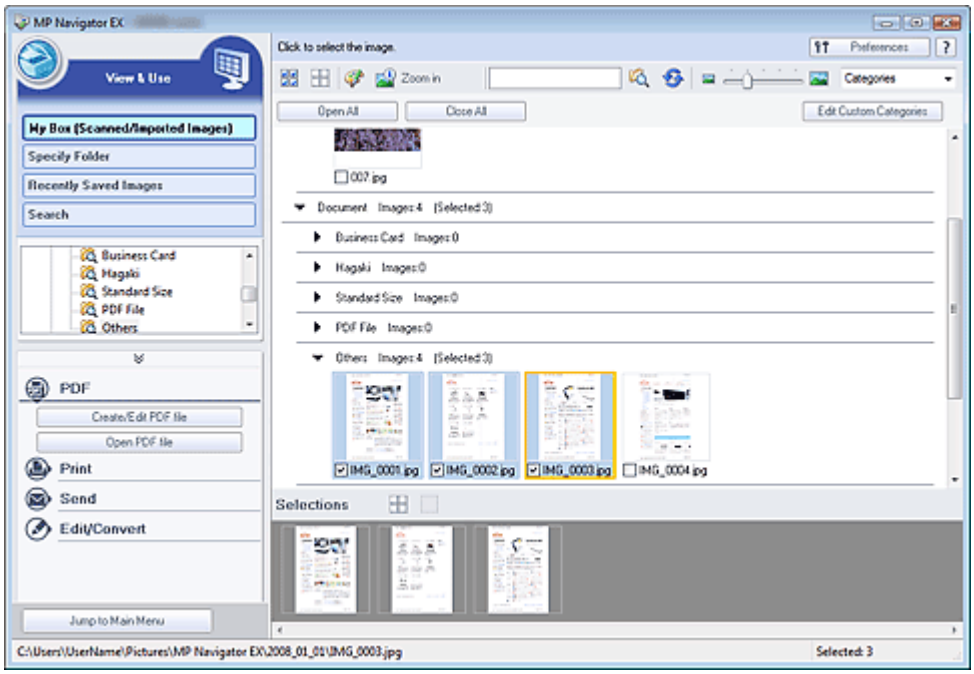
Creating/Editing PDF Files

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



Note

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

Creating/Editing PDF Files with MP Navigator EX

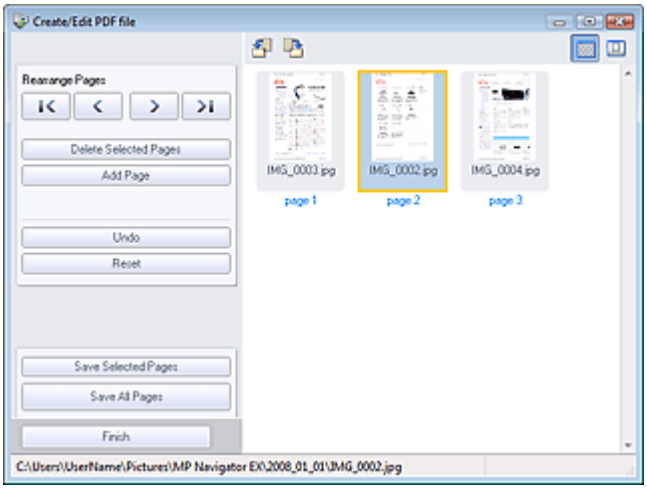
1. Select files and click PDF.
2. Click Create/Edit PDF file on the list.

Important

- You can select PDF, JPEG, TIFF and BMP files.
- For PDF files, you can only edit those created with MP Navigator EX. You cannot edit PDF files created with other applications. PDF files edited in other applications cannot be edited as well.
- If a password-protected PDF file is selected, you will be prompted to enter the password.
  ➡Opening/Editing Password-protected PDF Files

3. Add/delete pages as required.

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



Note

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

4. Rearrange the page order as required.

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

Note

- See "Create/Edit PDF file Window" for details on the Create/Edit PDF file window.

5. Click Save Selected Pages or Save All Pages.

The Save as PDF file dialog box opens.

Important

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

Note

- See "Save as PDF file Dialog Box" for details on the Save as PDF file dialog box.

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

Images are saved according to the settings.

Opening PDF Files in an Application

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

1. Select PDF files and click PDF.

Important

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

2. Click Open PDF file on the list.

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

Important

- Password-protected PDF files cannot be opened in applications not supporting PDF security.

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

For details, refer to the application's manual.

Important

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

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Printing Documents

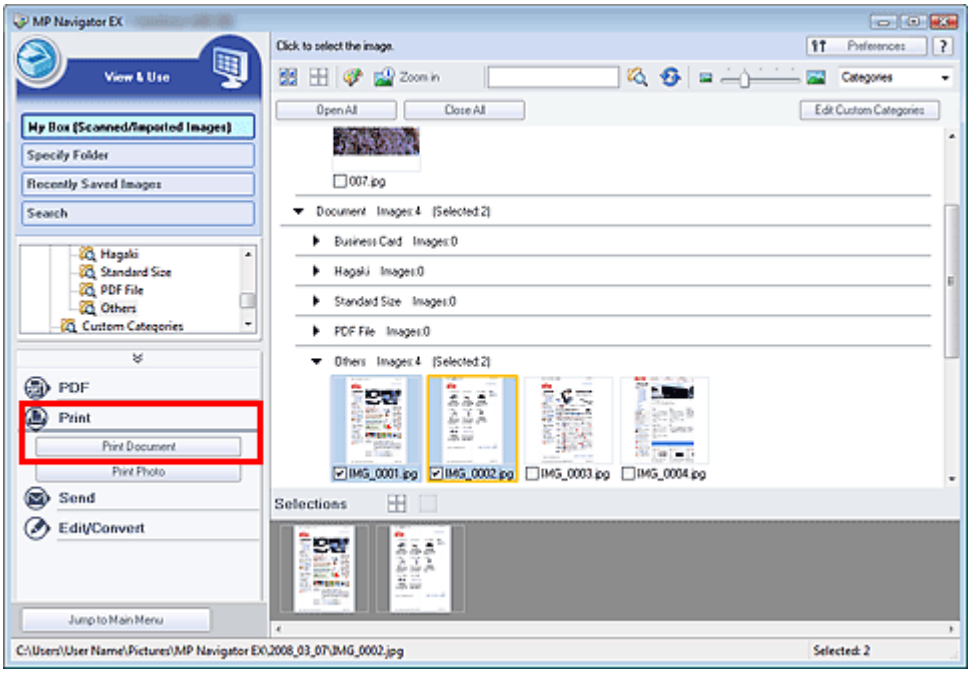
You can print multiple scanned images at one time, print at specific quality, etc. using MP Navigator EX.

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

Note

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

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

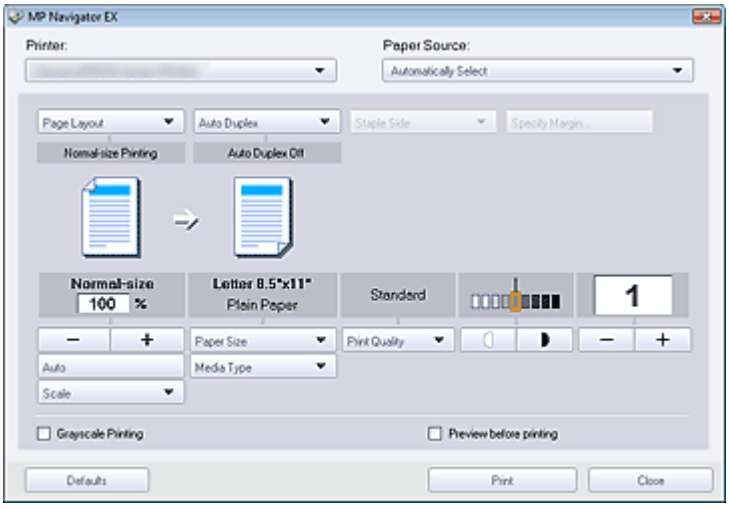


Important

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

3. Specify print settings as required.

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



Important

- The setting items in the Print Document dialog box vary by printer.
- See "Print Document Dialog Box" for details.

4. Click Print.

Printing starts.

Important

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

Note

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

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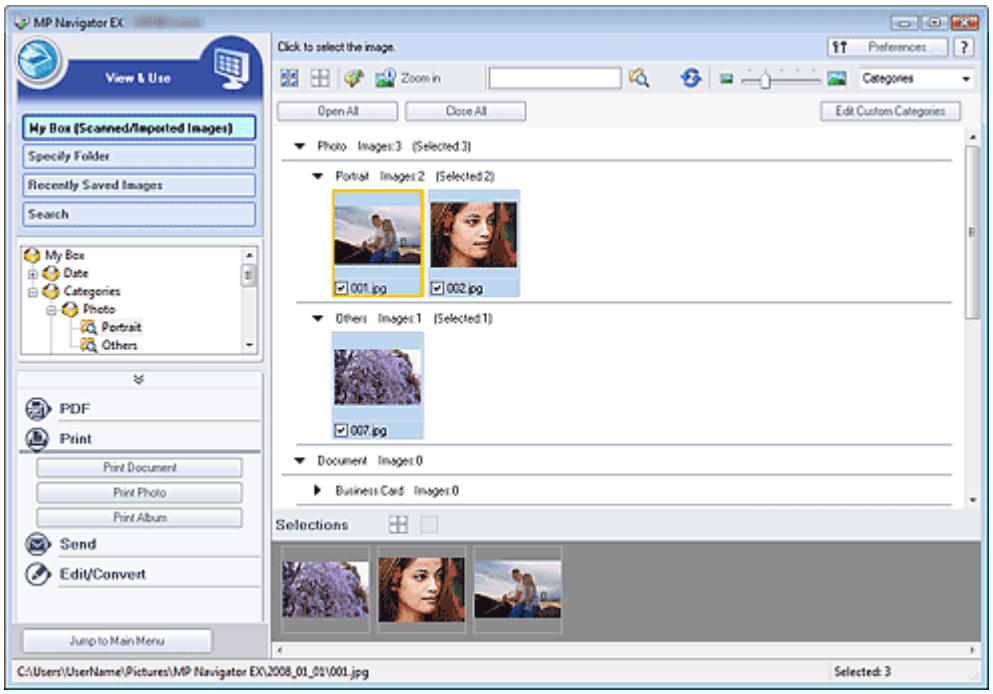
Printing Photos

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



Note

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

When printing photos using an application that accompanies your Canon inkjet printer

You can use an application that accompanies your Canon inkjet printer to print scanned photos at high quality or to layout and print images.

1. Select images and click Print.
2. Click Print Photo or Print Album on the list.

   An application (Canon Utilities Easy-PhotoPrint EX*) that accompanies your Canon inkjet printer starts. For details, refer to the help file of the application.

   *Supported as of 2008. Application is subject to change.

   Note

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

   Important

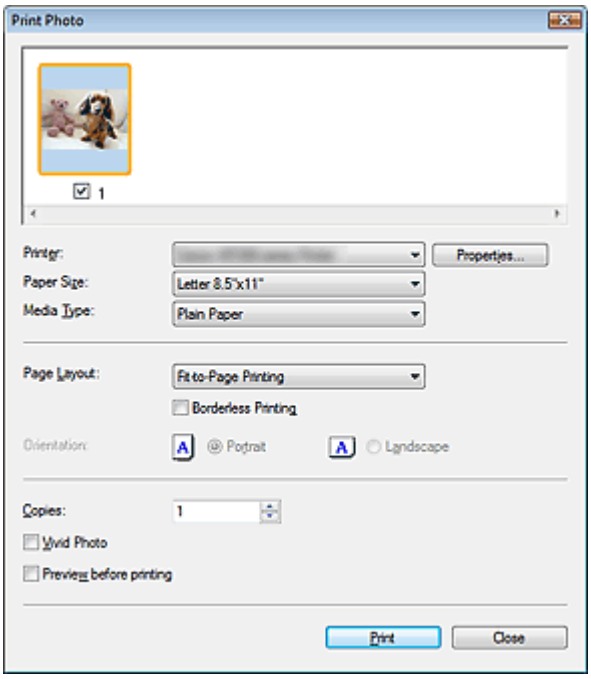
   - Canon Utilities Easy-PhotoPrint and PhotoRecord (applications that accompany Canon inkjet printers) cannot be used.

When printing photos using MP Navigator EX

1. Select images and click Print.
2. Click Print Photo on the list.

3. Specify print settings as required.

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



Note

- See "Print Photo Dialog Box" for details.

4. Click Print.

Printing starts.

Note

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

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Sending via E-mail

Send scanned images via e-mail.

Important

- MP Navigator EX is compatible with the following e-mail software programs:
  - Windows Mail (Windows Vista)
  - Outlook Express (Windows XP/Windows 2000)
  - Microsoft Outlook
  - EUDORA
  - Netscape Mail

  (If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

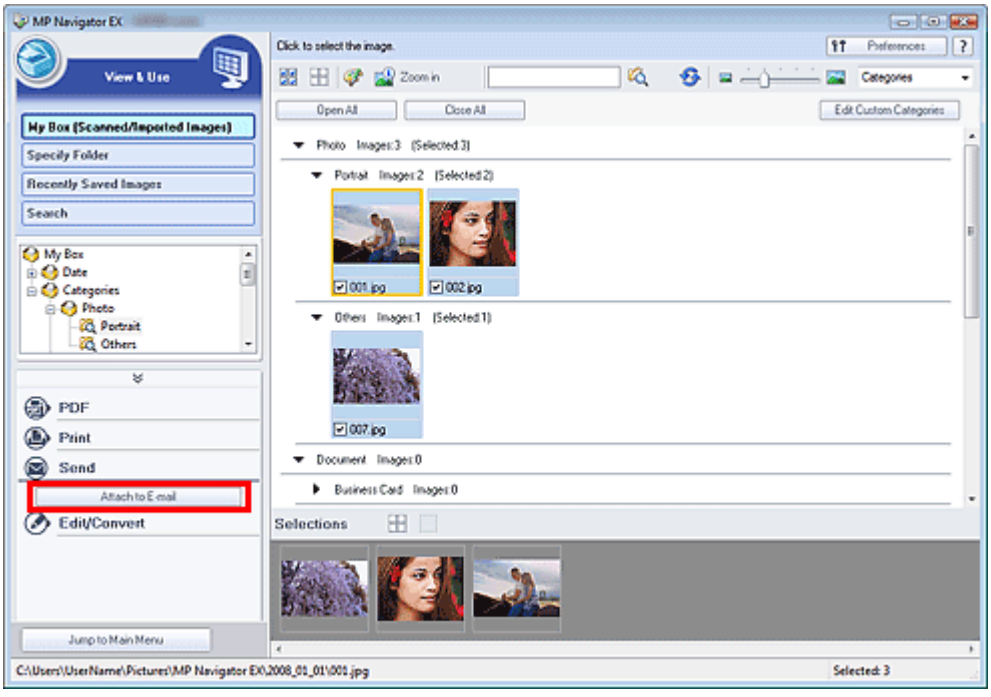
1. Scan documents into MP Navigator EX and save them, then open the View & Use window from the Navigation Mode screen and select images.

   Note

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

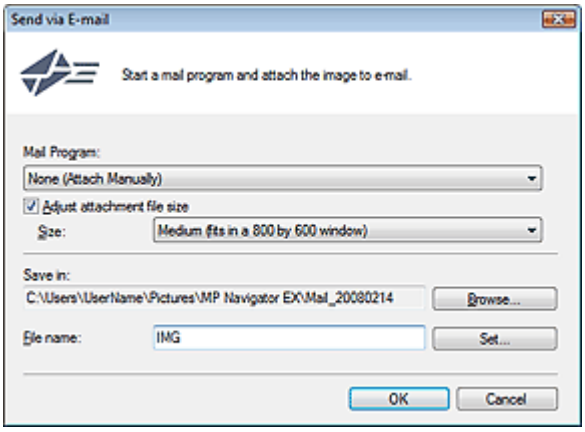
     Opening Images Saved on a Computer

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



3. Set save options as required.

   Specify the destination folder and file name.



Important

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

Note

- See "Send via E-mail Dialog Box" for details on the Send via E-mail dialog box.

4. Click OK.

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

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

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

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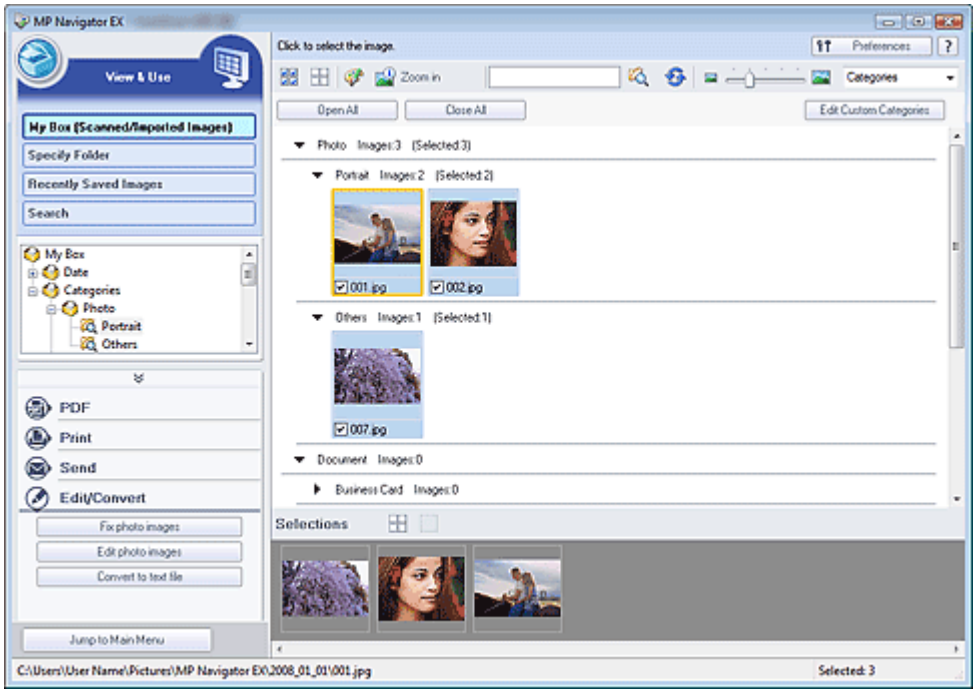
Editing Files

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



Note

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

Correcting photo images

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

1. Select images and click Edit/Convert.

2. Click Fix photo images on the list.

   The Correct/Enhance Images window opens.

3. Correct/enhance images in the Correct/Enhance Images window.

   Note

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

Editing Photograph Images

You can enhance images or correct colors using ArcSoft PhotoStudio.

© ArcSoft, Inc. All rights reserved for PhotoStudio.

1. Select images and click Edit/Convert.

2. Click Edit photo images on the list.

   ArcSoft PhotoStudio starts.

3. Edit the images in ArcSoft PhotoStudio.

   For details, refer to the ArcSoft PhotoStudio manual.

Converting documents to text

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

1. Select images and click Edit/Convert.

2. Click Convert to text file on the list.

   Notepad starts and editable text appears.

Note

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

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Setting Passwords for PDF Files

Set passwords for opening, editing and printing PDF files.

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

Important

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

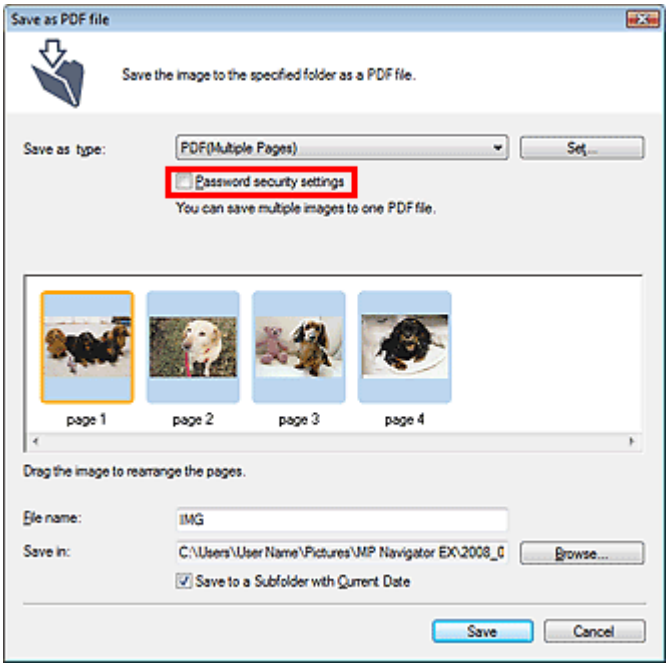
1. Scan documents into MP Navigator EX, then click Save as PDF file.
   Alternatively, edit existing files in the Create/Edit PDF file window, then click Save Selected Pages or Save All Pages.

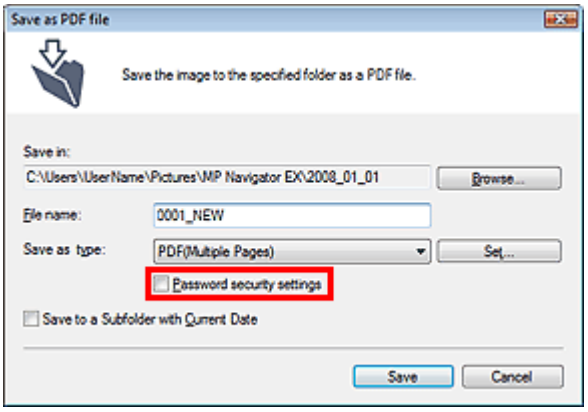
   The Save as PDF file dialog box opens.

   Note

   - See "Let's Try Scanning" to scan images.
   - See "Creating/Editing PDF Files" to create PDF files from existing images or to edit files.
   - Passwords cannot be set when images are automatically saved after scanning, such as when scanning from the One-click Mode screen or scanning using the Scanner Buttons.

2. Select the Password security settings checkbox.

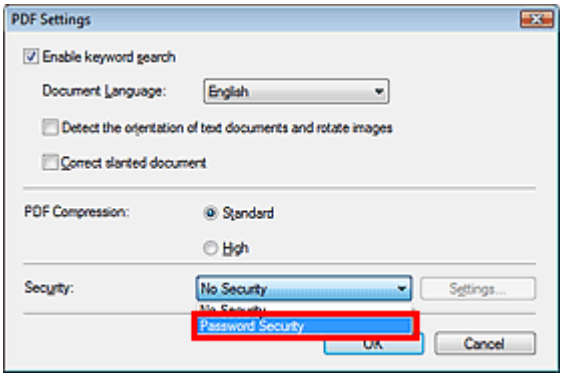




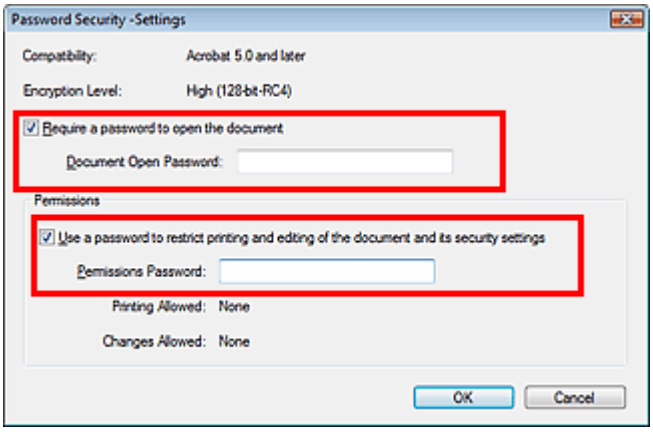
The Password Security -Settings dialog box opens.

Note

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



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



Important

- Up to 32 single-byte alphanumeric characters can be used for the password. Passwords are case sensitive.

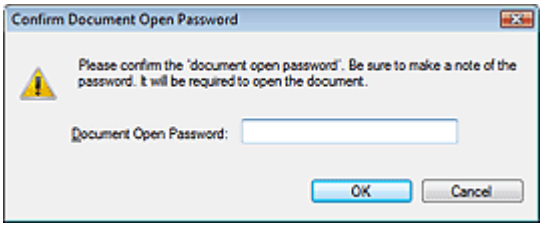
Note

- Select both checkboxes to set both Document Open Password and Permissions Password. You cannot use the same password for both.

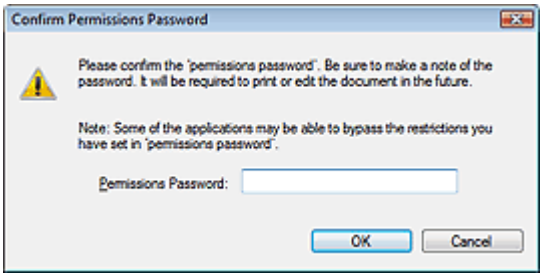
4. Click OK.

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

Document Open Password



Permissions Password



5. Re-enter the password and click OK.

The Save as PDF file dialog box returns.

Important

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

Note

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

6. Click Save.

Files are saved according to the settings.

Related Topic

▶ Opening/Editing Password-protected PDF Files

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Opening/Editing Password-protected PDF Files

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

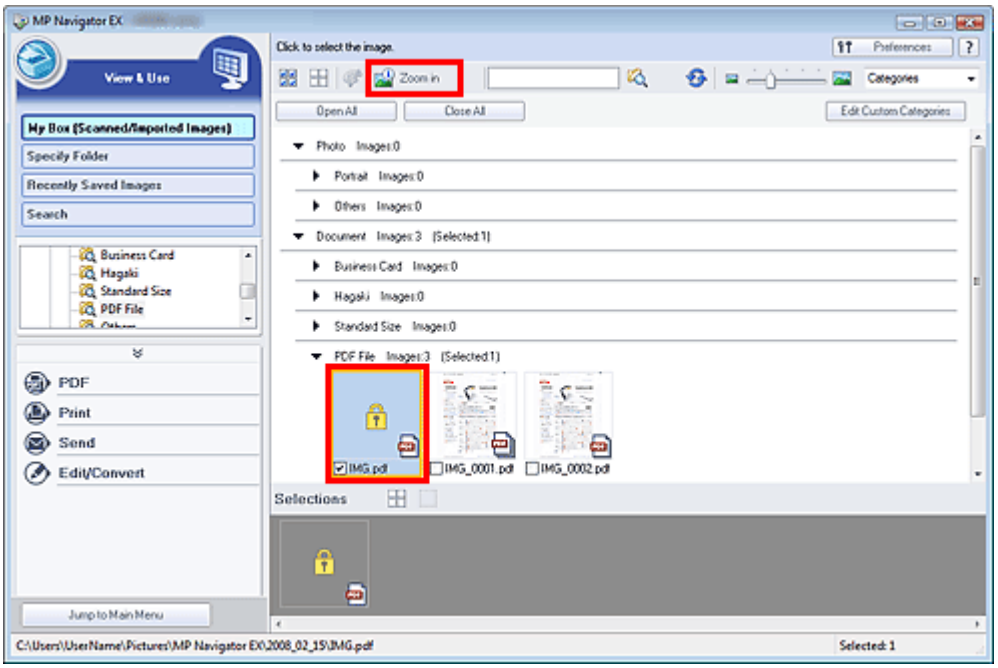
Password entry method varies by operation. The following procedures are examples only.

Important

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

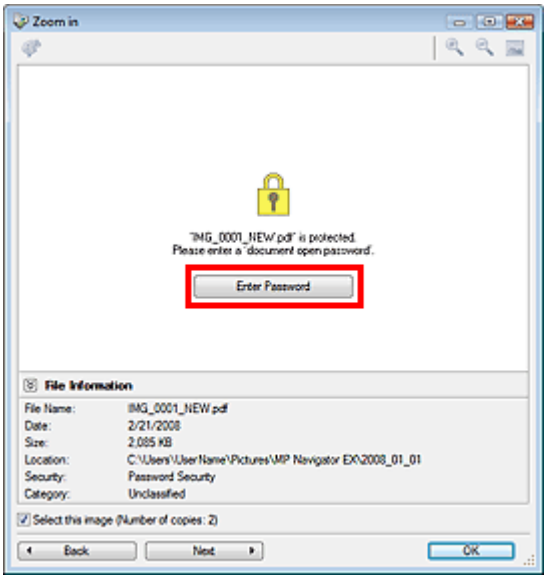
Entering a Password to Open a File

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

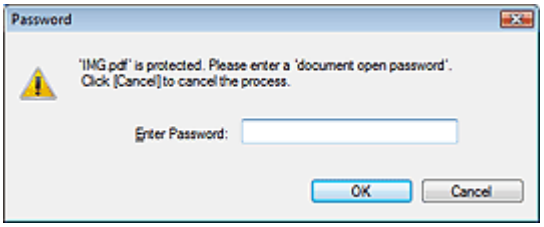


Note

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



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



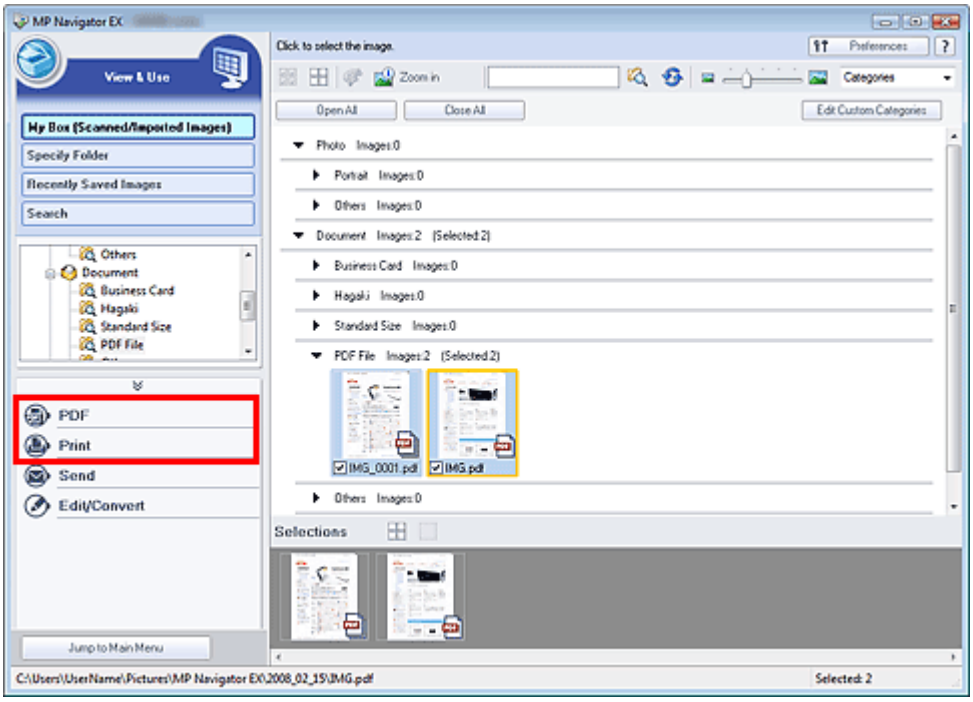
The PDF file opens in the Zoom in dialog box.

Important

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

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

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



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

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

Important

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

3. Enter the password and click OK.

The corresponding dialog box opens.

Important

- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
  ➡ Setting Passwords for PDF Files

Related Topic

▶ Setting Passwords for PDF Files

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MP Navigator EX Screens

Learn about the screens and functions of MP Navigator EX.

Scan/Import Documents or Images Tab

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

View & Use Images on your Computer Tab

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

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

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

Preferences Dialog Box

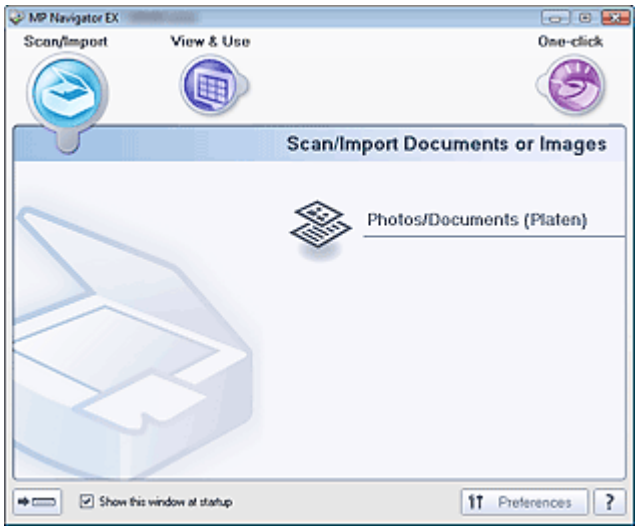
- General Tab
- Scanner Button Settings Tab

Page top

Navigation Mode Screen

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

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



- **Scan/Import**

  Scan Photos and Documents.
  ➡Scan/Import Documents or Images Tab
- **View & Use**

  You can open images saved on a computer and print them or attach them to e-mail. You can also edit them using an application that accompanies the machine.
  ➡View & Use Images on your Computer Tab
- **One-click**

  You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon.
  ➡Custom Scan with One-click Tab
- **(Switch Mode)**

  Switch to One-click Mode. You can complete from scanning to saving, printing, etc. at one time by simply clicking the corresponding icon in One-click Mode.
  ➡One-click Mode Screen
- **Show this window at startup**

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

Preferences

  The Preferences dialog box opens. In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions.
  ➡Preferences Dialog Box
- **(Guide)**

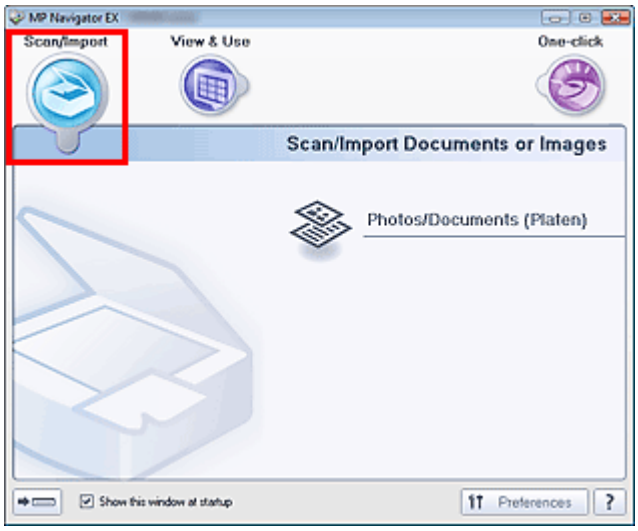
  Open this guide.

Page top↑

Scan/Import Documents or Images Tab

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

Scan Photos and Documents.



- **Photos/Documents (Platen)**

  Open the Scan/Import window. Scan photos and documents placed on the Platen.
  ➡Photos/Documents (Platen) Screen (Scan/Import Window)

- **(Switch Mode)**

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

- **Show this window at startup**

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

-

Preferences

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

- **(Guide)**

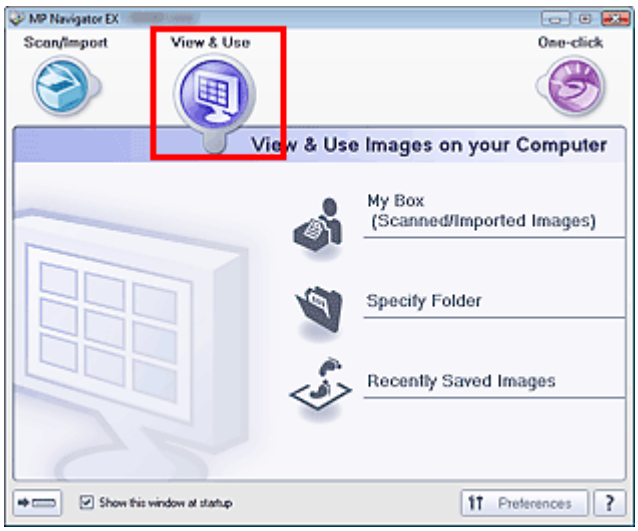
  Open this guide.

Page top

View & Use Images on your Computer Tab

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

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



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

  Open the View & Use window with My Box (Scanned/Imported Images) selected.
  You can open and use images saved in My Box.
  My Box is a specific folder for saving images scanned with MP Navigator EX.

  Note

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

- **Specify Folder**

  Open the View & Use window with Specify Folder selected.
  You can open and use images saved in specific folders.

- **Recently Saved Images**

  Open the View & Use window with Recently Saved Images selected.
  You can open and use images that have been "Scanned/Imported", "Attached to E-mail", or "Sent to Application" recently.

  Note

  - See "View & Use Window" for details on the View & Use window.

- **(Switch Mode)**

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

- **Show this window at startup**

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

- Preferences **Preferences**

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

- **(Guide)**
  Open this guide.

Related Topic

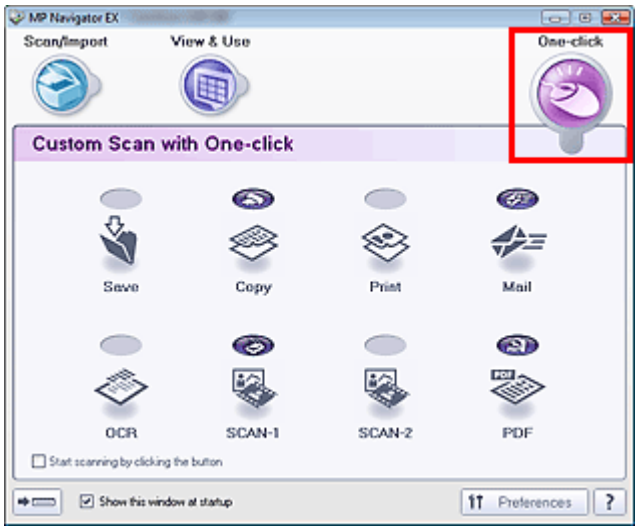
▶ Opening Images Saved on a Computer

Page top

Custom Scan with One-click Tab

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

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



- **Save**

  Scan and save documents. Document type is automatically detected. File format is automatically set. Files are saved to a computer.
  When you click this icon, the Save dialog box opens and you can specify the scan/save settings.
  ➡Save Dialog Box (One-click Mode Screen)

- **Copy**

  Scan and print documents.
  When you click this icon, the Copy dialog box opens and you can specify the scan/print settings.
  ➡Copy Dialog Box

- **Print**

  Scan documents and print them after specifying the paper, printing method, size, etc.
  This is useful when you want to copy/enlarge printed photographs.
  When you click this icon, the Print dialog box opens and you can specify the scan/print settings.
  ➡Print Dialog Box

- **Mail**

  Scan documents or photos and attach them to e-mail.
  When you click this icon, the Mail dialog box opens and you can specify the scan/save and e-mail software program settings.
  ➡Mail Dialog Box

- **OCR**

  Scan text documents then extract and display text in the image on Notepad.
  When you click this icon, the OCR dialog box opens and you can specify the scan/save settings.
  ➡OCR Dialog Box

  Important
  - For further procedures, refer to the application's manual.

- **SCAN-1/SCAN-2**

  Scan documents and open them in a specified application. Document type is automatically detected. By default, ArcSoft PhotoStudio is assigned to SCAN-2.
  When you click this icon, the Scan dialog box opens and you can specify the scan/save and application settings.
  ➡Scan Dialog Box

  Important
  - For further procedures, refer to the application's manual.

- **PDF**

  Scan documents and save them as PDF files.
  When you click this icon, the PDF dialog box opens and you can specify the scan/save and application settings.
  ➡PDF Dialog Box

  Important
  - For further procedures, refer to the application's manual.

- **COPY button**

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

- **SCAN button**

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

- **E-MAIL button**

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

- **PDF button**

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

- **Start scanning by clicking the button**

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

- **(Switch Mode)**

  Switch to One-click Mode. The One-click Mode screen appears.
  ➡One-click Mode Screen

- **Show this window at startup**

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

-

  Preferences

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

- **(Guide)**

  Open this guide.

Important
- The following restrictions apply when you scan with Document Type set to Auto Mode in the Save, SCAN-1/SCAN-2 or Print dialog box.
  Specify Document Type (other than Auto Mode) to extract the text in the image and convert to editable text after scanning.

Related Topic

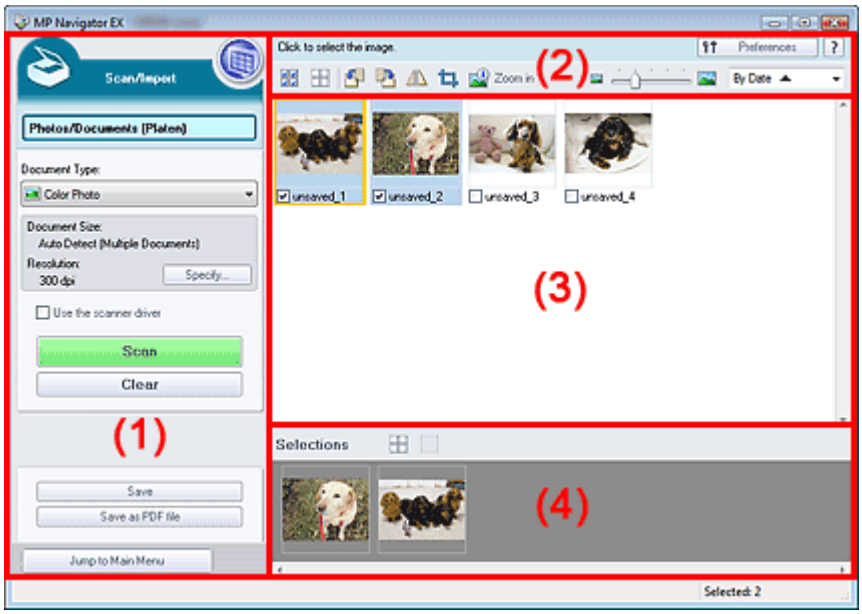
▶ Easy Scanning with One-click

Page top

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

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

Open this window to scan documents from the Platen.



(1) Settings and Operation Buttons

(2) Toolbar

(3) Thumbnail Window

(4) Selected Images Area

Settings and Operation Buttons

- **(View & Use)**

  Click this when you want to open images and PDF files saved on your computer. The View & Use window opens.

  ➡View & Use Window

- **Photos/Documents (Platen)**

  Displays the screen for scanning photos, documents, magazines and other printed materials.

- **Document Type**

  Select the type of document to be scanned.
  Scanning photos: Color Photo or Black and White Photo
  Scanning text documents: Color Document, Black and White Document or Text(OCR)
  Scanning magazines: Magazine(Color)

  Important

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

- **Specify...**

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

  ➡Scan Settings Dialog Box (Photos/Documents)

  Important

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

- **Use the scanner driver**

  Select this checkbox when you want to scan with ScanGear (scanner driver). Use ScanGear

(scanner driver) to correct images and adjust colors when scanning documents.

- **Scan**

  Scanning starts.

  Note

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

- **Open Scanner Driver**

  ScanGear (scanner driver) starts.
  See "ScanGear (Scanner Driver) Screens" for details on ScanGear (scanner driver) screens.

  Note

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

- **Clear**

  Delete all images in the Thumbnail window.

  Important

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

- **Save**

  Save the selected images. Click to open the Save Dialog Box and specify the save settings.

- **Save as PDF file**

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

-

Jump to Main Menu

  Jump to the Main Menu.

Toolbar

-

Preferences

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

- **(Guide)**

  Open this guide.

- **Edit Tools**

  - **(Select All)**

    Selects all images in the Thumbnail window.

  - **(Cancel All)**

    Cancels all image selections in the Thumbnail window.

  - **(Rotate Left)**

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

  - **(Rotate Right)**

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

  - **(Invert)**

    Inverts the target image (outlined in orange) horizontally.

  - **(Trimming)**

Trims the target image (outlined in orange) in the Thumbnail window. Trimming is the act of selecting the area you want to keep in a photo and discarding the rest. Click this button to open the Crop window and specify the trimming frame.

- **Zoom in**

  Enlarges the target image (outlined in orange). You can also enlarge the image by double-clicking it.

- **(Display Size)**

  Changes the size of images in the Thumbnail window.

-

  (Sort by)

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

Thumbnail Window

- **Thumbnail Window**

  Images scanned from the Platen are displayed.
  When you select the checkbox of an image, the image appears in the Selected Images area.

  Important

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

When Images are Sorted by Categories

-

  Open All

  Displays all images.

-

  Close All

  Hides all images.

Selected Images Area

- **(Cancel All)**

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

- **(Cancel Selection)**

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

- **Selected Images Area**

  Images selected in the Thumbnail window are displayed.

Related Topic

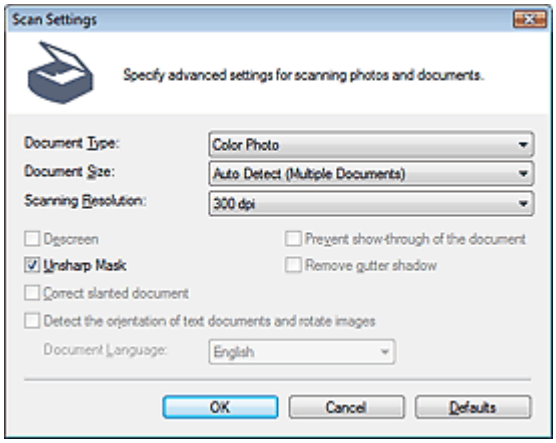
▶ Scanning Photos and Documents

Page top

Scan Settings Dialog Box (Photos/Documents)

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

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



- **Document Type**

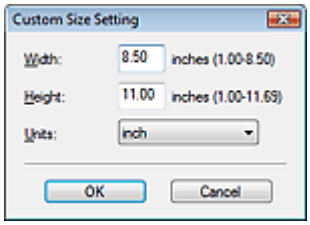
  Select the type of document to be scanned.
  Scanning photos: Color Photo or Black and White Photo
  Scanning text documents: Color Document, Black and White Document or Text(OCR)
  Scanning magazines: Magazine(Color)

  Important

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

- **Document Size**

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

  Important

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

- **Scanning Resolution**

  Select the resolution at which to scan documents.
  Resolution

  Note

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

- **Descreen**

  Select this checkbox to reduce moire patterns.
  Printed photos and pictures are displayed as a collection of fine dots. Moire is a phenomenon where dots may interfere with each other and cause uneven gradation and a stripe pattern in the image.

Descreen is the function for reducing this moire effect.

Important

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

Note

- Scanning takes longer than usual when you enable Descreen.

- **Unsharp Mask**

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

  Important

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

- **Prevent show-through of the document**

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

  Important

  - You cannot select this checkbox when Document Type is Color Photo, Black and White Photo or Text(OCR).
  - Select this checkbox when Document Type is text document and show-through is apparent in the scanned image.

- **Remove gutter shadow**

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

  Important

  - Align the document correctly with the marks on the Platen.
  - Gutter shadows can be corrected only when Document Size is set to a standard size.
  - You cannot select this checkbox when Document Size is Auto Detect, Auto Detect (Multiple Documents) or Stitch Assist.

  Note

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

- **Correct slanted document**

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

  Important

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

  Note

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

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

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

  Important

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

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

Note

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

- **Document Language**

  Select the language of the document to be scanned.

Important

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

- **Defaults**

  Restore the default settings.

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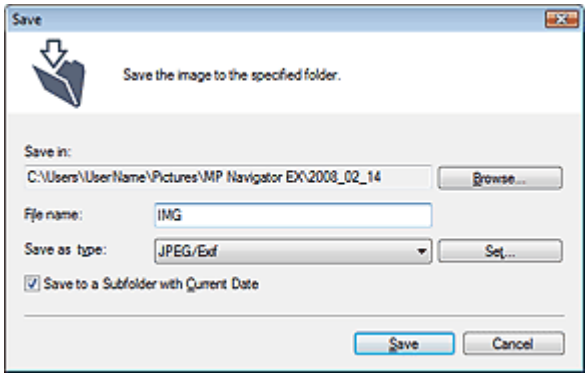
Save Dialog Box

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

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



- **Save in**

  Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

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

  Important

  - You cannot select JPEG/Exif when Document Type is Text(OCR).

- **Set...**

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

  Important

  - This setting is available only when Save as type is JPEG/Exif.

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

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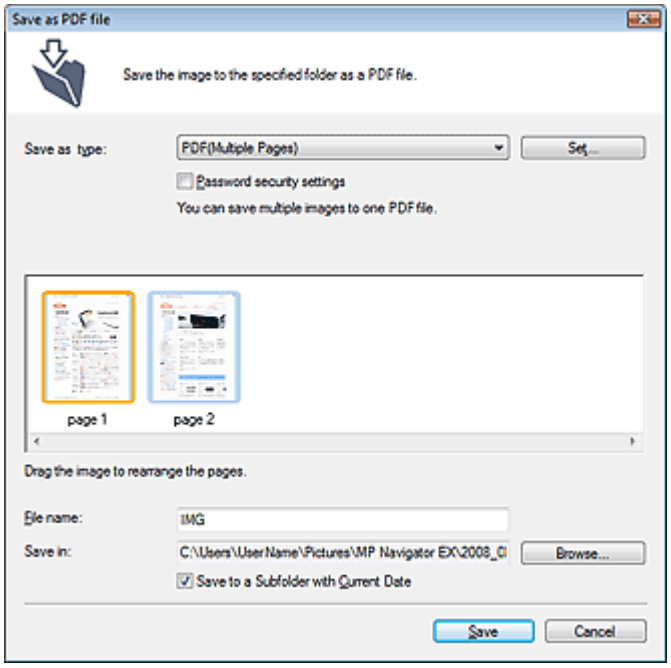
Save as PDF file Dialog Box

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

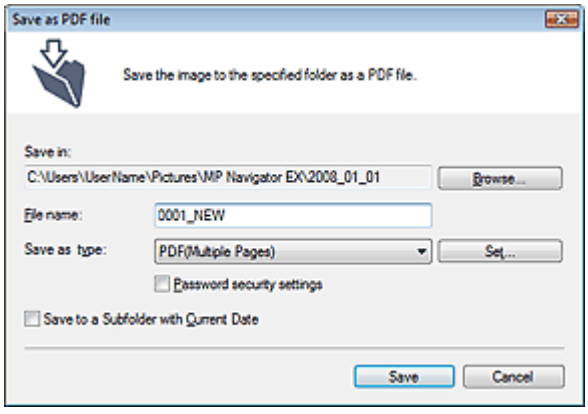
Important

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

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



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



- **Save as type**

  Select a PDF file type to save the scanned images.

  - **PDF**

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

  - **PDF(Multiple Pages)**

    Save multiple images in one PDF file.

    Important

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

- **PDF(Add Page)**

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

  Important

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

- **Set...**

  Make advanced settings for creating PDF files.
  See "PDF Settings Dialog Box" for details.

- **Password security settings**

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

- **Add to**

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

  Important

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

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save in**

  Displays the folder in which to save the PDF files. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

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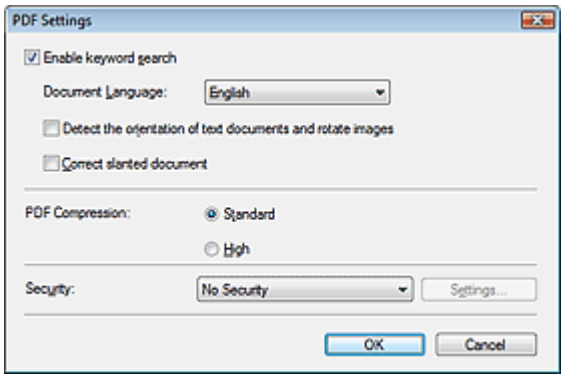
PDF Settings Dialog Box

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



- **Enable keyword search**

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

- **Document Language**

  Select the language of the document to be scanned.

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

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

Important

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

- **Correct slanted document**

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

Important

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

- **PDF Compression**

  Select a compression type for saving.

  - **Standard**

    It is recommended that you normally select this setting.

  - **High**

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

Note

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

- **Security**

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

  Important

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

  Note

  - Select Password Security and set passwords in the Password Security -Settings dialog box.
    Setting Passwords for PDF Files

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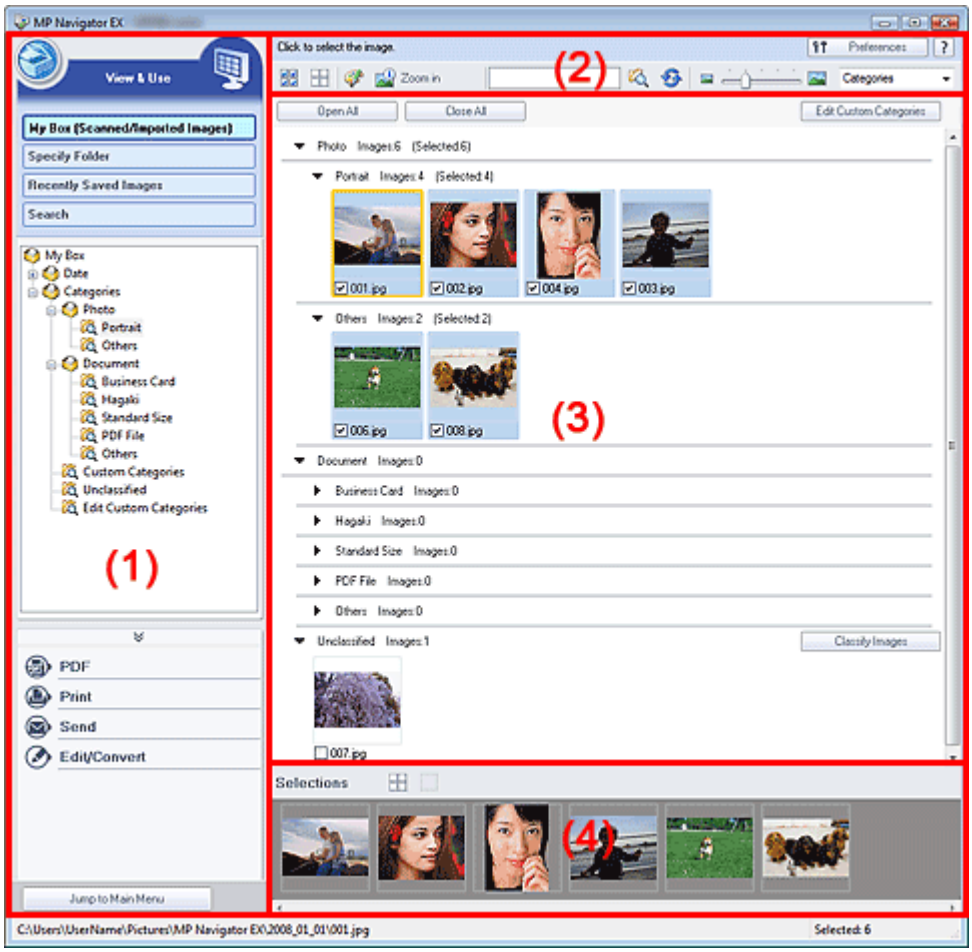
View & Use Window

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

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

Important

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



(1) Settings and Operation Buttons

(2) Toolbar

(3) Thumbnail Window

(4) Selected Images Area

Settings and Operation Buttons

- **(Scan/Import)**

  Click this when you want to scan photos, documents, magazines and other printed materials. The Scan/Import window opens.

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

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

  Displays folders of images (grouped by year, year/month, year/month/date and category) in My Box in tree view. Select a folder to display its contents in the Thumbnail window to the right.
  Image date is the scanned, captured or updated date.

- **Specify Folder**

  Displays all hard disks and folders in tree view. Select a folder to display images in the Thumbnail

window to the right.

- **Recently Saved Images**

  Images that have been "Scanned/Imported", "Attached to E-mail" or "Sent to Application" recently are displayed in tree view by date. Select a Year/Month/Day folder to display images by date in the Thumbnail window to the right.
  Image date is the scanned or sent date.

- **Search**

  The advanced search options open.
  ➡Searching Images

- **Task Button Area**

  Specify what to do with the selected images. See the corresponding sections below for details on each button.
  ➡Creating/Editing PDF Files
  ➡Printing Documents
  ➡Printing Photos
  ➡Sending via E-mail
  ➡Editing Files

  Note

  - The buttons in the Task Button area are displayed when the corresponding applications are installed.

-

Jump to Main Menu

  Jump to the Main Menu.

Toolbar

-

Preferences

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

- **(Guide)**

  Open this guide.

- **Edit Tools**

  - **(Select All)**

    Selects all images in the Thumbnail window.

  - **(Cancel All)**

    Cancels all image selections in the Thumbnail window.

  - **(Image Correction/Enhancement)**

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

    Important

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

    Note

    - See "Correct/Enhance Images Window" for details.

  - **Zoom in**

    Enlarges the target image (outlined in orange). You can also enlarge the image by double-clicking it. You can check all pages when you select a PDF file.
    You can also check file information such as file name, date, size and security setting. A lock icon

appears for PDF files with Document Open Password set.

Note

- See "Opening/Editing Password-protected PDF Files " to open password-protected files.

- **(Search)**

  Enter a word or phrase included in the file name, Exif information or PDF text of the image you want to search for, then click . For Exif information, text in Maker, Model, Description and User Comment is searched.

  Note

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

- **(Refresh)**

  Refreshes the Thumbnail window contents.

- **(Display Size)**

  Changes the size of images in the Thumbnail window.

-

(Sort by)

  Sorts the images in the Thumbnail window by category, date (ascending or descending) or name (ascending or descending).
  Images can be sorted by category only when My Box (Scanned/Imported Images) or Specify Folder is displayed.

Thumbnail Window

- **Thumbnail Window**

  Images scanned from the Platen are displayed.
  When you select the checkbox of an image, the image appears in the Selected Images area.

Important

- A lock icon appears for PDF files with Document Open Password set.
- Images may appear as "?" in the following cases.
  - Opening unsupported images
  - File size is too large and there is not enough memory to display the image
  - The file is corrupted
- Internet Explorer 5.5 Service Pack 2 or later is required to open password-protected PDF files.

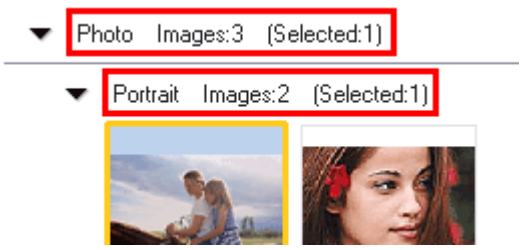
When Images are Sorted by Categories

Images scanned from the Platen are displayed by category.

Note

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

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



- **Category name**

  The following categories are provided.
  Photos: Portrait, Others
  Documents: Business Card, Hagaki, Standard Size, PDF File, Others

Custom categories: Displays your custom categories.
Unclassified: Displays images that have not yet been classified.

- **Image: N**

  The number of images classified into the category is displayed.

- **(Selected: n)**

  The number of images with the checkbox selected is displayed.

  Note

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

- Open All **Open All**

  Displays all images.

- Close All **Close All**

  Hides all images.

- Edit Custom Categories **Edit Custom Categories**

  When My Box (Scanned/Imported Images) or Specify Folder is displayed, open the Edit Custom Categories dialog box.
  In the Edit Custom Categories dialog box, you can add/delete categories displayed in Custom Categories.
  See "Classifying Images into Categories" for details.

- Classify Images **Classify Images**

  Images imported from hard disks appear in Unclassified. Click Classify Images to classify them automatically.
  This button is displayed only when My Box (Scanned/Imported Images) or Specify Folder is displayed.

  Note

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

Selected Images Area

- **(Cancel All)**

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

- **(Cancel Selection)**

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

- **Selected Images Area**

  Images selected in the Thumbnail window are displayed.

Related Topic

▶ Opening Images Saved on a Computer

Page top

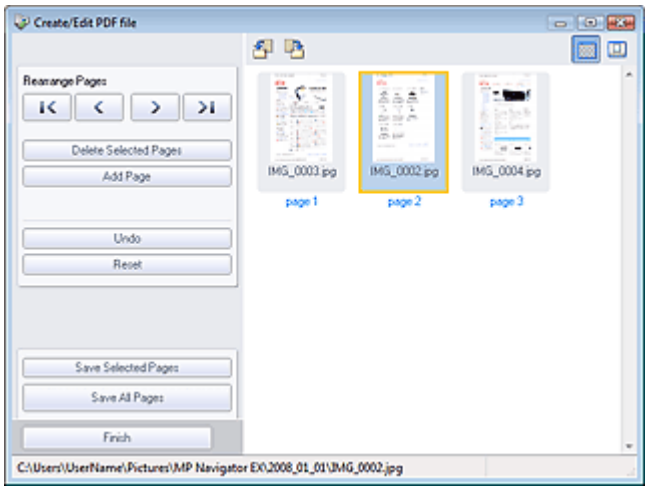
Create/Edit PDF file Window

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

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

Important

- You cannot save images scanned at 10501 pixels or more in the vertical and horizontal directions.
- If a password-protected PDF file is edited, the passwords will be deleted. Reset the passwords.
  Setting Passwords for PDF Files



- **Rearrange Pages**

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

  - Moves the selected image to the top.

  - Moves the selected image up one page.

  - Moves the selected image down one page.

  - Moves the selected image to the end.

  Note

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

- **Delete Selected Pages**

  Deletes the selected image.

- **Add Page**

  Allows you to select and add an existing PDF file.

  Note

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

- **Undo**

  Cancels the latest change made.

- **Reset**

  Cancels all the changes made.
- **Save Selected Pages**

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

  Note
  - When multiple pages are selected, a multiple-page PDF file is created.
  - See "Save as PDF file Dialog Box" for details on the Save as PDF file dialog box.
- **Save All Pages**

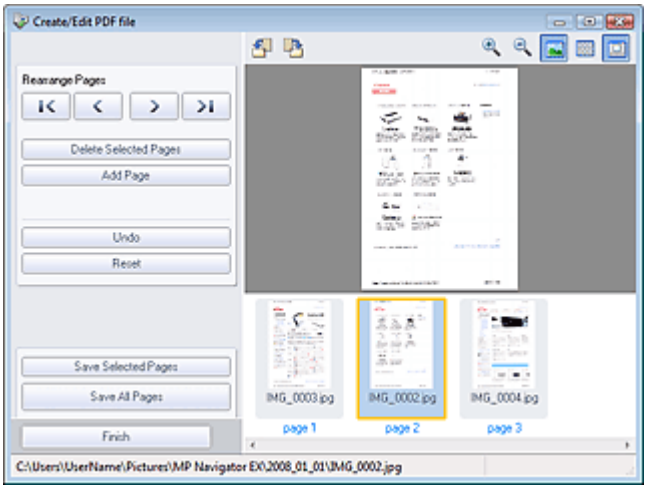
  Opens the Save as PDF file dialog box. Specify the save settings. All PDF files in the list will be saved as one PDF file.
- **Finish**

  Closes the Create/Edit PDF file window.
- **Toolbar**
  - **(Rotate Left)**

    Rotates the file 90 degrees counter-clockwise.
  - **(Rotate Right)**

    Rotates the file 90 degrees clockwise.
  - **(Preview Mode)**

    Switches to Preview Mode.
    The selected file appears in Preview.

  - **(Enlarge)**

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

    Reduces the image displayed in Preview.
  - **(Full-screen)**

    Enlarges/reduces the image to display it fully in Preview.
  - **(Thumbnail Mode)**

    Switches to Thumbnail Mode. Thumbnails of files are displayed.

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Print Document Dialog Box

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

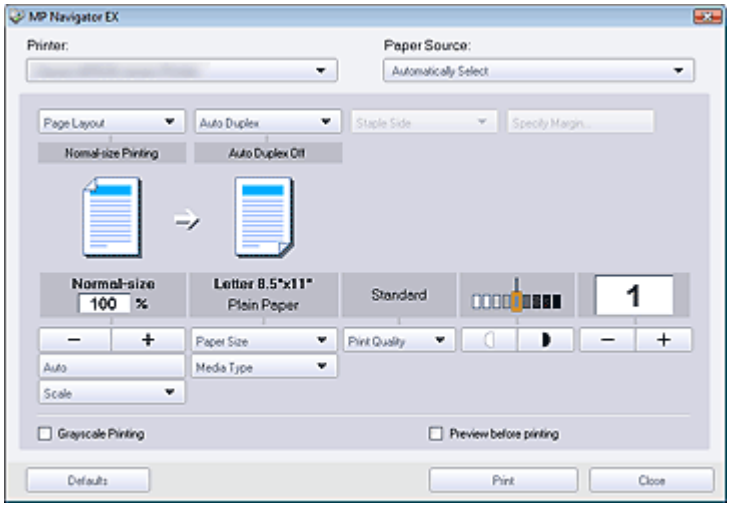
In the Print Document dialog box, you can make advanced settings for printing multiple scanned images at one time.

Important

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

Note

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



- **Printer**

  Select the printer to use.

- **Properties...**

  Display the selected printer's advanced setting screen.

  Note

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

- **Paper Source**

  Select paper source.

- **Page Layout**

  Select a print type.

  - **Normal-size Printing**

    Print one image per sheet.

  - **Scaled Printing**

    Print images at the selected scale (enlarged or reduced).

  - **Fit-to-Page Printing**

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

  - **Borderless Printing**

Print the image on an entire sheet of paper without margins.

- **Page Layout Printing (2 on 1)**

  Layout and print two images on a sheet of paper.

- **Page Layout Printing (4 on 1)**

  Layout and print four images on a sheet of paper.

Note

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

- **Auto Duplex**

Print on both sides of a sheet of paper automatically.

- **Auto Duplex**

  Select whether to print on both sides automatically.

- **Staple Side**

  Select a stapling side from the list.

- **Specify Margin...**

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

Important

- Auto Duplex is displayed when Page Layout is Normal-size Printing or Scaled Printing, and available when Media Type is Plain Paper.
- Staple Side and Specify Margin... are available when Auto Duplex On is set.
- If a page does not fit in one page due to the Specify Margin... setting, the document will be reduced for printing.

- **Enlarge/Reduce**

Enlarge or reduce images to print.

- Print a reduced or enlarged image by specifying a scale in increments of 1%.
- **100% Normal-size**

  Print the image in normal size.

- **Scale**

  Select a scale from the list.

- **Auto**

  Scale is adjusted automatically according to the detected paper width and the selected paper size. Image may be printed rotated 90 degrees depending on its size.

Important

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

- **Paper Size**

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

Note

- Selectable paper sizes depend on the selected printer.

- **Media Type**

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

Note

- Selectable paper types depend on the selected printer.

- **Print Quality**

Select the print quality.

- **Density**

  Click to select the print density.
  Density cannot be changed for images scanned with Document Type set to Text(OCR).

- **Copies**

  Click to select the number of copies to be printed.

- **Grayscale Printing**

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

- **Preview before printing**

  Select this checkbox to display the print result before printing.

- **Defaults**

  Restore the default settings.

- **Print**

  Start printing with the specified settings.

Note

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

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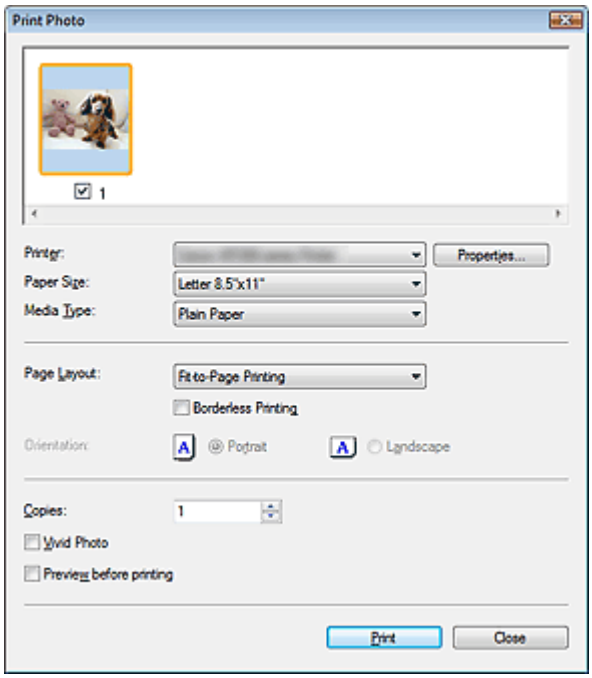
Print Photo Dialog Box

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

Important

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



Note

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

- **Printer**

  Select the printer to use.

- **Properties...**

  Display the selected printer's advanced setting screen.

- **Paper Size**

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

- **Media Type**

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

- **Page Layout**

  Select a print type.

  - **Normal-size Printing**

    Print one image per sheet.

  - **Fit-to-Page Printing**

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

- **Borderless Printing**

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

  Important

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

- **Orientation**

  Specify the print orientation.

  Important

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

- **Copies**

  Specify the number of copies to print.

- **Vivid Photo**

  Select this checkbox to print the image in vivid colors.

- **Preview before printing**

  Select this checkbox to display the print result before printing.

- **Print**

  Start printing.

  Note

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

- **Close**

  Closes the dialog box without printing the photo.

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Send via E-mail Dialog Box

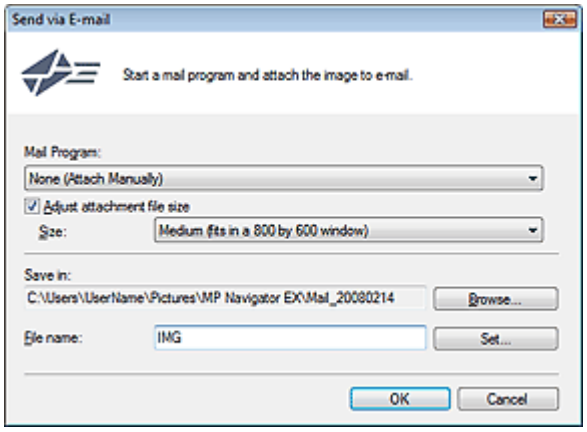
Click Send in the View & Use window, then click Attach to E-mail on the list to open the Send via E-mail dialog box.

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

Important

- MP Navigator EX is compatible with the following e-mail software programs:
  - Windows Mail (Windows Vista)
  - Outlook Express (Windows XP/Windows 2000)
  - Microsoft Outlook
  - EUDORA
  - Netscape Mail

  (If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)



- **Mail Program**

  The e-mail software program set up via Preferences in the Navigation Mode screen is displayed. Select the e-mail software program you want to use.

- **Adjust attachment file size**

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

- **Save in**

  Displays the folder in which to save the images. To change the folder, click Browse... to specify another one. If resized, the resized images are saved.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

- **File name**

  Enter the file name of the image to be attached (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Set...**

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

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Correct/Enhance Images Window

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

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

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

Important

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

Note

- The Correct/Enhance Images window can also be opened by clicking (Image Correction/Enhancement) on the Toolbar or in the Zoom in dialog box.
- It may take a while to correct large images.

(1) Task Area

(2) Toolbar

Task Area

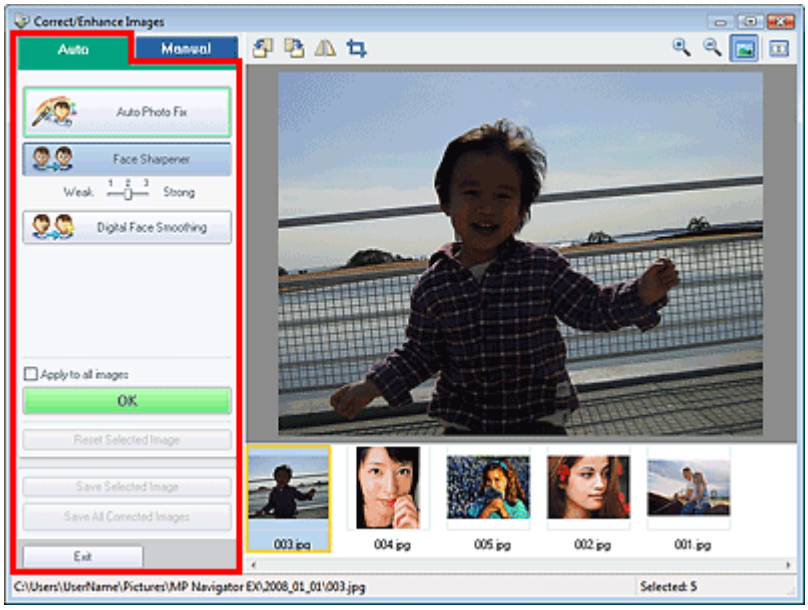
Available tasks and settings vary between the Auto and Manual tabs.

Click Auto or Manual to open the corresponding tab.

Auto Tab

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

See "Correcting/Enhancing Images Automatically " for details.



- **Auto Photo Fix**

  Applies automatic corrections suitable for photos.
- **Face Sharpener**

  Sharpens out-of-focus faces. You can adjust the effect level using the slider.
- **Digital Face Smoothing**

  Enhances skin beautifully by removing blemishes and wrinkles. You can adjust the effect level using the slider.
- **Apply to all images**

  Applies the correction to all images.
- **OK**

  Applies the selected effect to the selected image or all images.
- **Reset Selected Image**

  Cancels all corrections and enhancements applied to the selected image.
- **Save Selected Image**

  Saves the selected image.
- **Save All Corrected Images**

  Saves all the corrected images displayed in the thumbnail list.
- **Exit**

  Close the Correct/Enhance Images window.

Manual Tab

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

Use Correct/Enhance to correct/enhance specific areas.

See "Correcting/Enhancing Images Manually " for details.

Adjustment

- **Brightness**

  Adjusts the overall image brightness.
  Move the slider to the left to darken and right to brighten the image.
- **Contrast**

  Adjusts the contrast of the image. Adjust the contrast when the image is flat due to lack of contrast.
  Move the slider to the left to decrease and right to increase the contrast of the image.
- **Sharpness**

  Emphasizes the outline of the subjects to sharpen the image. Adjust the sharpness when the photo is out of focus or text is blurred.
  Move the slider to the right to sharpen the image.
- **Blur**

  Blurs the outline of the subjects to soften the image.
  Move the slider to the right to soften the image.
- **Show-through Removal**

  Removes show-through of text from the reverse side or removes the base color. Adjust the show-through level to prevent text on the reverse side of thin document or the base color of the document from appearing on the image.
  Move the slider to the right to increase the show-through removal effect.
- **Defaults**

  Resets all adjustments (brightness, contrast, sharpness, blur, and show-through removal).
- **Reset Selected Image**

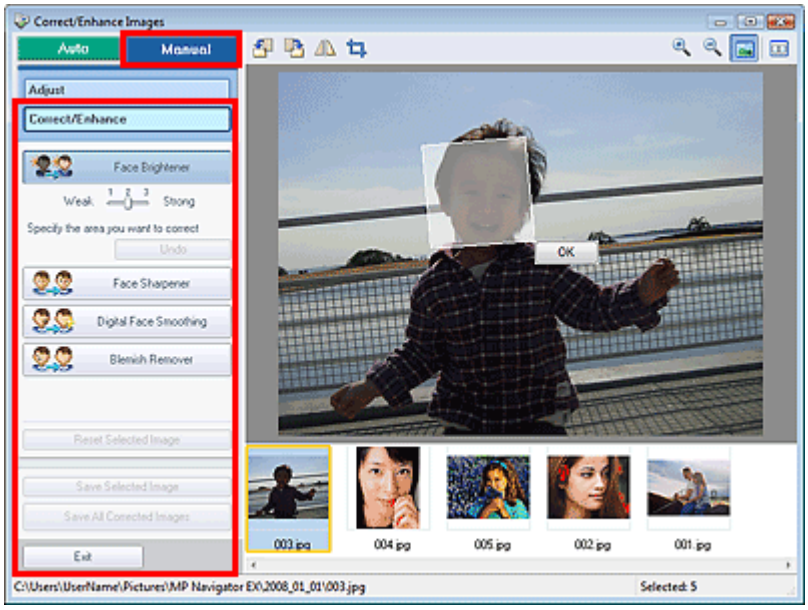
  Cancels all corrections, enhancements and adjustments applied to the selected image.
- **Save Selected Image**

  Saves the selected image.
- **Save All Corrected Images**

  Saves all the corrected images displayed in the thumbnail list.
- **Exit**

  Close the Correct/Enhance Images window.

Correction/Enhancement



- **Face Brightener**

  Corrects the entire image so that the selected facial area is brightened. You can adjust the effect level using the slider.
- **Undo**

  Cancels the latest correction.
- **Face Sharpener**

  Corrects the entire image to sharpen the face. You can specify the area you want to apply the effect to. You can adjust the effect level using the slider.
- **Digital Face Smoothing**

  Enhances skin beautifully by removing blemishes and wrinkles. You can specify the area you want to apply the effect to. You can adjust the effect level using the slider.
- **Blemish Remover**

  Removes moles. You can specify the area you want to apply the effect to.
- **Reset Selected Image**

  Cancels all corrections, enhancements and adjustments applied to the selected image.
- **Save Selected Image**

  Saves the selected image.
- **Save All Corrected Images**

  Saves all the corrected images displayed in the thumbnail list.
- **Exit**

  Close the Correct/Enhance Images window.
- **OK**

  Applies the selected effect to the specified area.

Toolbar

- **Toolbar**
  - **(Rotate Left)**

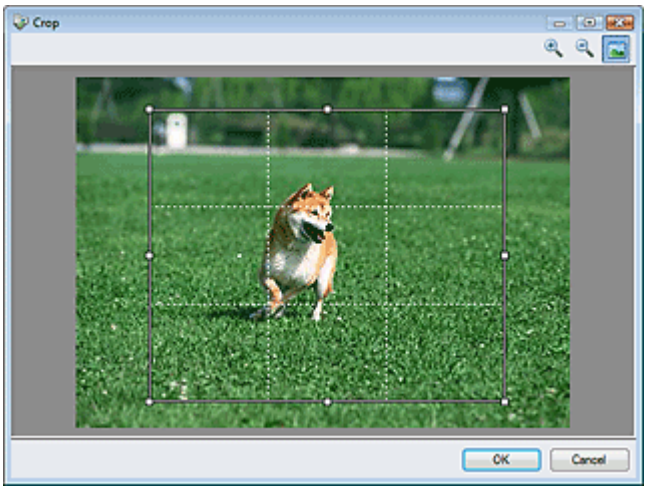
    Rotates the image 90 degrees counter-clockwise.
  - **(Rotate Right)**

    Rotates the image 90 degrees clockwise.
  - **(Invert)**

    Inverts the image horizontally.
  - **(Trimming)**

    Trimming is the act of selecting the area you want to keep in a photo and discarding the rest. In

the displayed window, drag the white frame to specify the trimming area. Move the mouse pointer inside the white frame and drag to move the trimming area.



Note

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

- **(Enlarge)**

  Enlarges the displayed image.

- **(Reduce)**

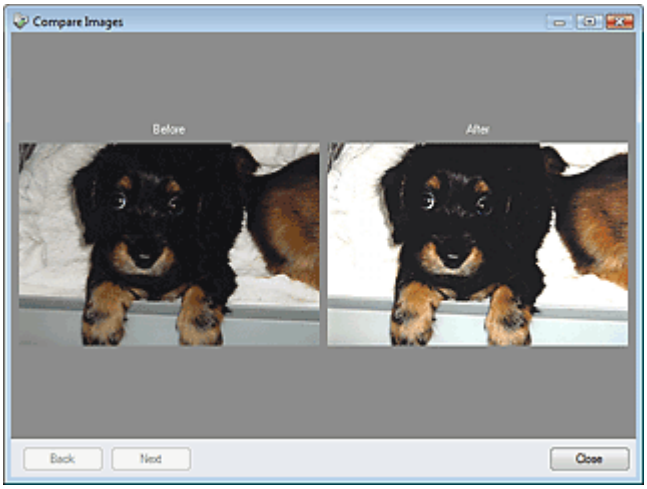
  Reduces the displayed image.

- **(Full-screen)**

  Enlarges/reduces the image to display it full-screen.

- **(Compare)**

  Opens the source image for comparison.
  The source image appears on the left and the corrected image appears on the right.



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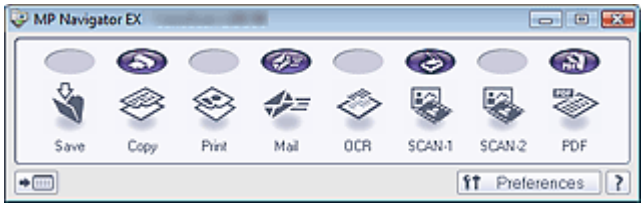
One-click Mode Screen

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

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



- **Save**

  Scan and save documents. Document type is automatically detected. File format is automatically set. Files are saved to a computer.
  When you click this icon, the Save dialog box opens and you can specify the scan/save settings.
  Save Dialog Box (One-click Mode Screen)

- **Copy**

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

- **Print**

  Scan documents and print them after specifying the paper, printing method, size, etc.
  This is useful when you want to copy/enlarge printed photographs.
  When you click this icon, the Print dialog box opens and you can specify the scan/print settings.
  Print Dialog Box

- **Mail**

  Scan documents or photos and attach them to e-mail.
  When you click this icon, the Mail dialog box opens and you can specify the scan/save and e-mail software program settings.
  Mail Dialog Box

- **OCR**

  Scan text documents then extract and display text in the image on Notepad.
  When you click this icon, the OCR dialog box opens and you can specify the scan/save settings.
  OCR Dialog Box

  Important
  - For further procedures, refer to the application's manual.

- **SCAN-1/SCAN-2**

  Scan documents and open them in a specified application. Document type is automatically detected. By default, ArcSoft PhotoStudio is assigned to SCAN-2.
  When you click this icon, the Scan dialog box opens and you can specify the scan/save and application settings.
  Scan Dialog Box

  Important
  - For further procedures, refer to the application's manual.

- **PDF**

  Scan documents and save them as PDF files.
  When you click this icon, the PDF dialog box opens and you can specify the scan/save and application settings.
  PDF Dialog Box

  Important

- For further procedures, refer to the application's manual.

- **COPY button**

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

- **E-MAIL button**

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

- **SCAN button**

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

- **PDF button**

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

- **(Switch Mode)**

  Switch to Navigation Mode. The Navigation Mode screen appears.
  Custom Scan with One-click Tab

-

  Preferences

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

- **(Guide)**

  Open this guide.

Important

- The following restrictions apply when you scan with Document Type set to Auto Mode in the Save, SCAN-1/SCAN-2 or Print dialog box.
  Specify Document Type (other than Auto Mode) to extract the text in the image and convert to editable text after scanning.

Related Topic

Easy Scanning with One-click

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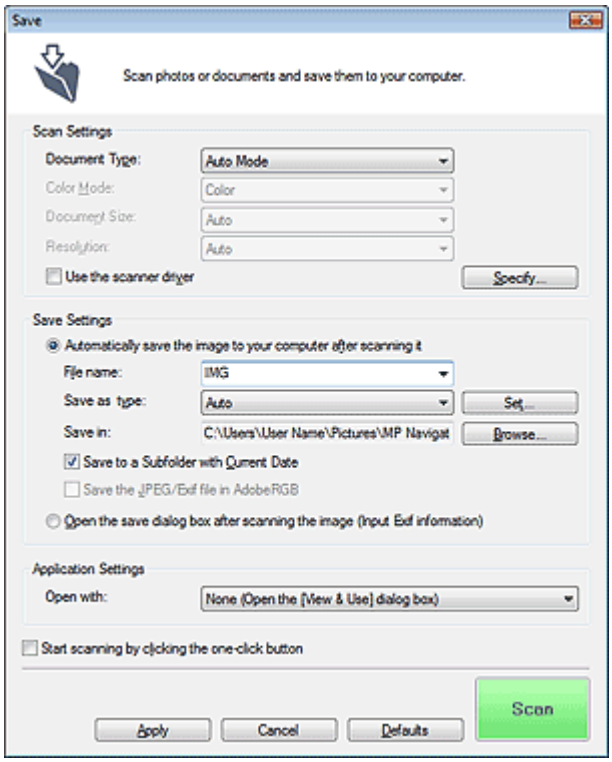
Save Dialog Box (One-click Mode Screen)

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



Scan Settings

- **Document Type**

  Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well.

  Important

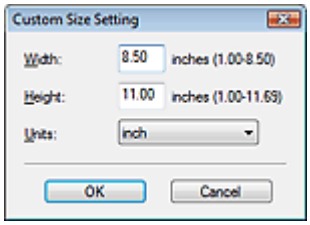
  - The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify Document Type.
    - Documents other than photos, Hagaki, business cards, magazines, newspapers, text documents and CD/DVD
    - A4 photos
    - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
    - Documents printed on thin white paper
    - Wide documents such as panoramic photos
  - Reflective CD/DVD labels may not be scanned properly.
  - Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly.
    See "Placing Documents" for details on how to place documents.
  - To reduce moire, set Document Type to Magazine.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



Important

- When you select Auto Detect, the image may not be scanned at the correct position and size. In that case, change the size to the actual document size (A4, Letter, etc.) and align a corner of the document with the corner at the arrow of the Platen.
  See "Placing Documents" for details on how to place documents.

- **Resolution**

  Select the resolution at which to scan documents.
  ➡ Resolution

- **Use the scanner driver**

  Select this checkbox to display the ScanGear (scanner driver) screen and make advanced scan settings.
  Color Mode, Document Size, Resolution and other settings in the Save dialog box will be disabled. Specify these settings in the ScanGear (scanner driver) screen.

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the Save dialog box are displayed.
  For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Save Settings

- **Automatically save the image to your computer after scanning it**

  Select this to save the images to your computer as specified after scanning them.
  The File name, Save as type and Save in settings will be displayed.

Important

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

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

  Select a file type to save the scanned images.
  Select Auto, JPEG/Exif, TIFF or BMP. Auto is displayed when Document Type is Auto Mode. When saving as PDF files, select PDF, PDF(Multiple Pages) or PDF(Add Page).

Important

- When Auto is selected, files are saved in the following formats according to the document type.
  Photos, Hagaki, business cards and CD/DVD: JPEG
  Magazines, newspapers and text documents: PDF
  You can change the file format from Set....
  Images saved as PDF files may not open depending on the application. In that case, select an option other than PDF in Save as type.
- When Document Type is Auto Mode and Save as type is Auto, the file format may differ depending on how you place the document.
  See "Placing Documents" for details on how to place documents.
- Large documents (such as A4 photos) that cannot be placed away from the edges/arrow of the Platen may not be saved in the correct file format when Save as type is Auto. In that case, select a file format suitable for the document to be scanned.
- If you select JPEG/Exif, the Save the JPEG/Exif file in AdobeRGB checkbox will be selectable.

- **Set...**

When Save as type is Auto

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

When Save as type is JPEG/Exif

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

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

Make advanced settings for creating PDF files. See " PDF Settings Dialog Box " for details.

- **Save in**

  Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

- **Save the JPEG/Exif file in AdobeRGB**

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

  Important

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

  Note

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

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

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

  Note

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

Application Settings

- **Open with**

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

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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

- **Scan**

  Scan and save documents with the specified settings.
  When Save as type is Auto, a confirmation appears. Click Open Manual to open this guide (if it is installed).

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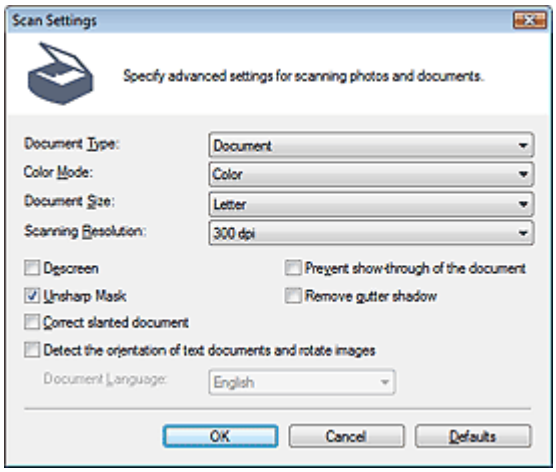
Scan Settings Dialog Box

The Scan Settings dialog box opens when you click Specify... in the dialog box that opens when scanning from the One-click Mode screen or the Custom Scan with One-click tab.

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



Important

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

- **Document Type**

  Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected.
  In that case, Color Mode, Document Size, etc. are automatically set as well.

  Important

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

- **Color Mode**

  Select how to scan the document.

  - **Color**

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

  - **Grayscale**

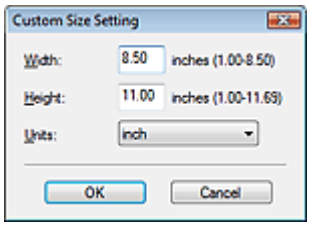
    This mode renders the image in 256 levels (8 bit) of black and white.

  - **Black and White**

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

- **Document Size**

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



Important

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

See "Placing Documents" for details on how to place documents.

- **Scanning Resolution**

  Select the resolution at which to scan documents.
  Resolution

- **Descreen**

  Select this checkbox to reduce moire patterns.
  Printed photos and pictures are displayed as a collection of fine dots. Moire is a phenomenon where dots may interfere with each other and cause uneven gradation and a stripe pattern in the image. Descreen is the function for reducing this moire effect.

  Note
  - Scanning takes longer than usual when you enable Descreen.

- **Unsharp Mask**

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

- **Prevent show-through of the document**

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

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

- **Remove gutter shadow**

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

  Important
  - Align the document correctly with the marks on the Platen.
  - Gutter shadows can be corrected only when Document Size is set to a standard size.
  - You cannot select this checkbox when Document Size is Auto Detect, Auto Detect (Multiple Documents) or Stitch Assist.

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

- **Correct slanted document**

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

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

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

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

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

  Important
  - You cannot select this checkbox when Document Size is Stitch Assist.
  - This function may not work properly depending on the document language. Only text documents written in languages that can be selected from Document Language are supported.

- The orientation of the following types of documents may not be corrected, as the text cannot be detected correctly.
  - Resolution is outside the range of 300 dpi to 600 dpi
  - Font size is outside the range of 8 points to 48 points
  - Documents containing special fonts, effects, italics, or hand-written text
  - Documents with patterned backgrounds

Note

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

- **Document Language**

  Select the language of the document to be scanned.

Important

- You cannot select this checkbox when Document Size is Stitch Assist.

- **Defaults**

  Restore the default settings.

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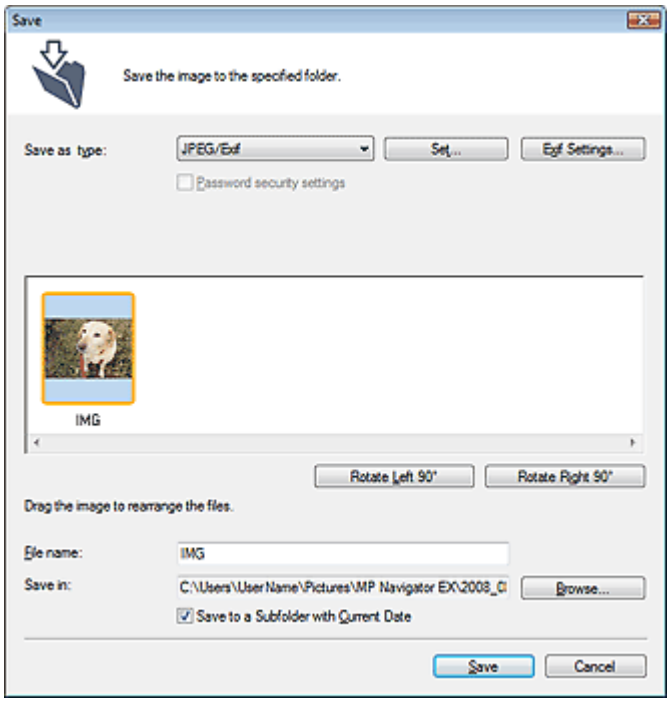
Save Dialog Box

The Save dialog box for specifying the image's file name and destination opens after you scan with Open the save dialog box after scanning the image (Input Exif information) selected in the Save dialog box that opens when you click Save on the Custom Scan with One-click tab or in the One-click Mode screen. You can specify the file type and destination while viewing the thumbnails.



- **Save as type**

  Select a file type to save the scanned images.
  Select JPEG/Exif, TIFF, BMP, PDF, PDF(Multiple Pages) or PDF(Add Page).

  - **PDF**

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

  - **PDF(Multiple Pages)**

    Save multiple images in one PDF file.

    Important

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

  - **PDF(Add Page)**

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

    Important

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

- **Set...**

  When Save as type is JPEG/Exif

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

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

Make advanced settings for creating PDF files. See " PDF Settings Dialog Box " for details.

- **Add to**

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

  Important

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

- **Exif Settings...**

  When Save as type is JPEG/Exif, you can input Exif information into the file to be saved.
  Exif Settings Dialog Box

- **Password security settings**

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

  Note

  - This function is available only when Save as type is PDF, PDF(Multiple Pages) or PDF(Add Page).

- **Rotate Left 90°/Rotate Right 90°**

  Rotates scanned images 90 degrees counter-clockwise or clockwise.
  Select the image you want to rotate and click Rotate Left 90° or Rotate Right 90°.

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save in**

  Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

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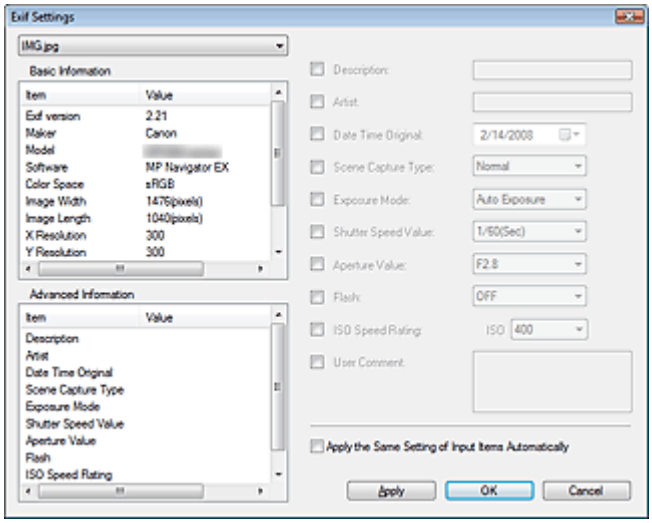
Exif Settings Dialog Box

You can input Exif information into a file to be saved. Exif is a standard format for embedding various shooting data in digital camera images (JPEG). Embedding Exif information into scanned images allows you to organize and print them along with digital camera images.

The Exif Settings dialog box can be opened when Save as type is JPEG/Exif.



- **Basic Information**

  Displays the information obtained automatically from the machine or software.
- **Advanced Information**

  Displays the information specified on the right side of the window.
- **Advanced Information Settings Area**

  You can input Exif information such as the title and shooting data. Select the checkbox of the items you want to specify, and select or enter information.
- **Apply the Same Setting of Input Items Automatically**

  Select this checkbox to automatically display the information you specified for the previous image.
- **Apply**

  After specifying all the information you need, click Apply to embed it into the image. The information appears in Advanced Information.
- **OK**

  Embeds the specified information into the image and closes the window. The specified information is saved.
- **Cancel**

  Cancels the settings and closes the window.
  Information is embedded when Cancel is clicked after clicking Apply.

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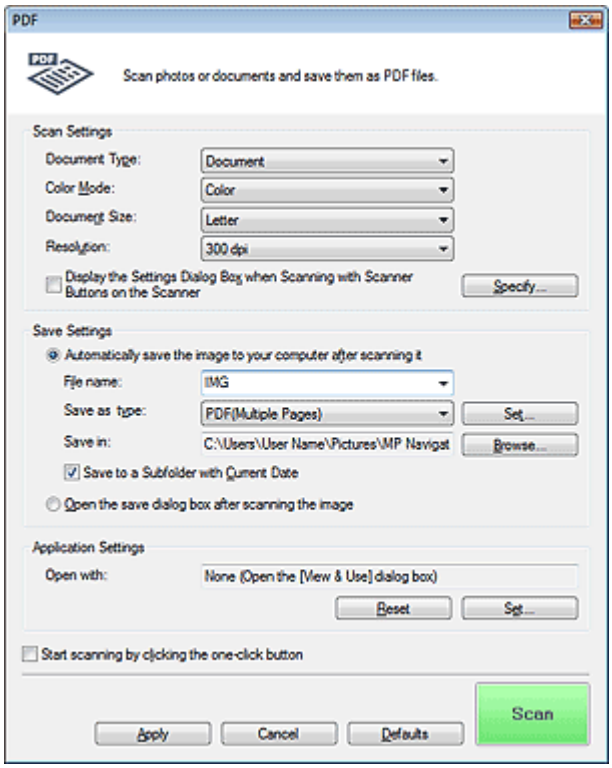
PDF Dialog Box

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



Scan Settings

- **Document Type**

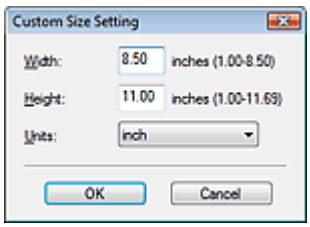
  Select the type of document to be scanned.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



- **Resolution**

  Select the resolution at which to scan documents.
  Resolution

- **Display the Settings Dialog Box when Scanning with Scanner Buttons on the Scanner**

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

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the PDF dialog box are displayed.

For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Save Settings

- **Automatically save the image to your computer after scanning it**

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

  Important

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

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

  Select a file type to save the scanned images.
  Select PDF, PDF(Multiple Pages) or PDF(Add Page).

  - **PDF**

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

  - **PDF(Multiple Pages)**

    Save multiple images in one PDF file.

  - **PDF(Add Page)**

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

    Important

    - Images cannot be added to password-protected PDF files.

  Important

  - Click Set... to open the PDF Settings dialog box in which you can specify the PDF compression type and other advanced settings for creating PDF files.
    PDF Settings Dialog Box

  Note

  - See "Creating/Editing PDF Files" to delete or rearrange the pages of saved PDF files.

- **Save in**

  Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

- **Open the save dialog box after scanning the image**

  Select this to open the Save as PDF file dialog box after scanning the images and specify the save settings such as destination folder and file name.
  Save as PDF file Dialog Box

  Note

  - To set passwords for PDF files, select Open the save dialog box after scanning the image. After scanning, you can set the passwords in the Save as PDF file dialog box.
    Setting Passwords for PDF Files

Application Settings

- **Open with**

  Specify an application with which to open scanned images. Drag and drop the icon of an application that supports the file format displayed in Save as type. The specified application starts after images are scanned.

  Important

  - Depending on the specified application, the images may not appear correctly or the application may not start.

- **Reset**

  Cancel the application setting.

- **Set...**

  Allows you to select an application to start.

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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

- **Scan**

  Scan and save documents as PDF files with the specified settings.

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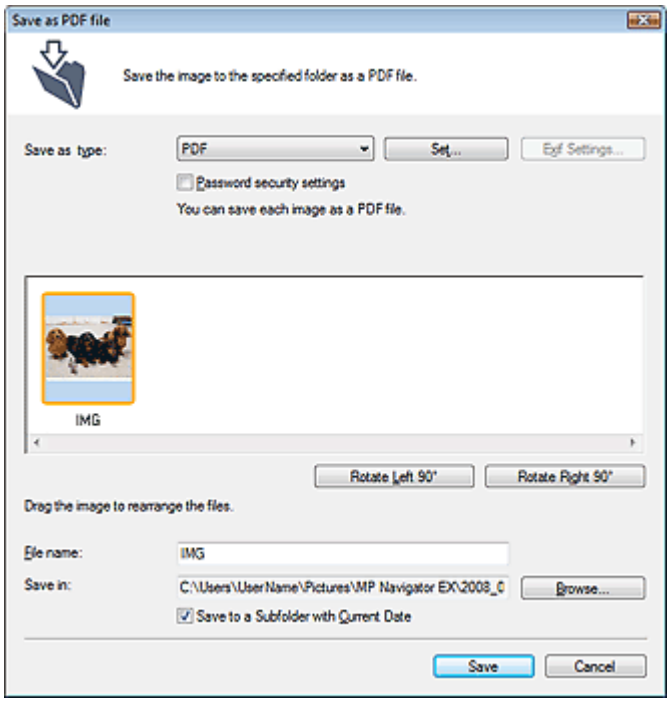
Save as PDF file Dialog Box

The Save as PDF file dialog box opens when you scan from PDF on the Custom Scan with One-click tab or in the One-click Mode screen after selecting Open the save dialog box after scanning the image.

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

Important

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



- **Save as type**

  Select a PDF file type to save the scanned images.

  - **PDF**

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

  - **PDF(Multiple Pages)**

    Save multiple images in one PDF file.

    Important

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

  - **PDF(Add Page)**

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

    Important

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

  Important

  - You can set passwords for PDF files.
    ➡ Setting Passwords for PDF Files

- **Set...**

Make advanced settings for creating PDF files.
See "PDF Settings Dialog Box" for details.

- **Password security settings**

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

- **Rotate Left 90°/Rotate Right 90°**

  Rotates scanned images 90 degrees counter-clockwise or clockwise.
  Select the image you want to rotate and click Rotate Left 90° or Rotate Right 90°.

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save in**

  Displays the folder in which to save the PDF files. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

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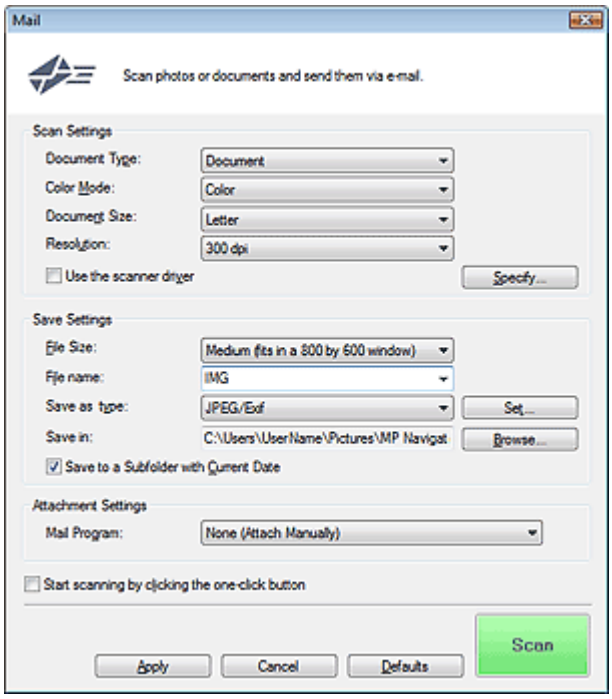
Mail Dialog Box

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



Scan Settings

- **Document Type**

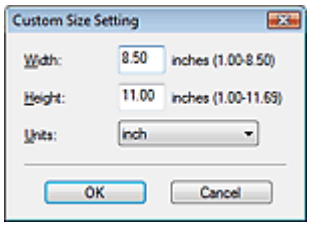
  Select the type of document to be scanned.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



- **Resolution**

  Select the resolution at which to scan documents.
  ➡Resolution

- **Use the scanner driver**

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

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the Mail dialog box are displayed.
  For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Save Settings

- **File Size**

  Select a size from Small (fits in a 640 by 480 window), Medium (fits in a 800 by 600 window), Large (fits in a 1024 by 768 window) and Original.

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

  Select a file type to save the scanned images.
  Select JPEG/Exif, PDF or PDF(Multiple Pages).

  Important

  - For JPEG/Exif images, click Set... to open a dialog box in which you can select a compression type from High(Low Compression), Standard and Low(High Compression).
  - You cannot set passwords for PDF files.

- **Save in**

  Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

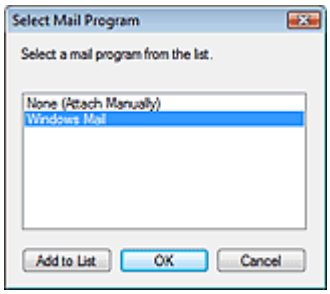
Attachment Settings

- **Mail Program**

  Specify an e-mail software program.

  Note

  - Select Add... to open the Select Mail Program dialog box in which you can select an e-mail software program. If the e-mail software program you want to use is not listed, click Add to List and select it.



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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

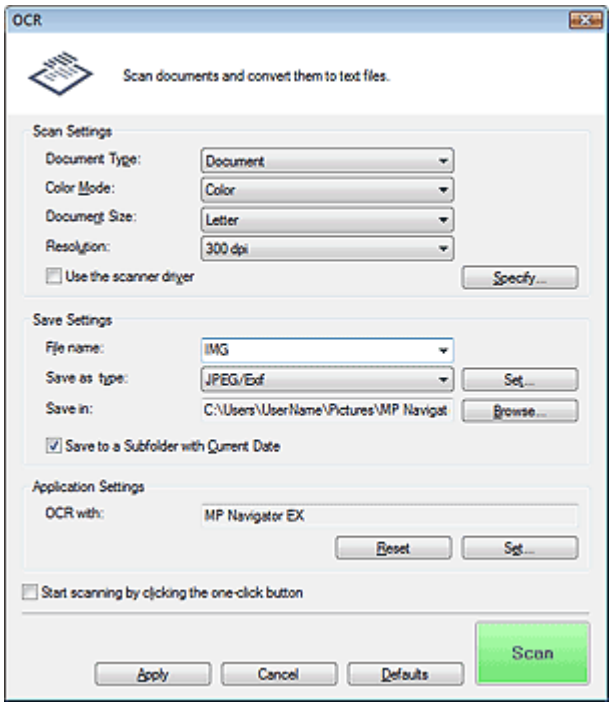
- **Scan**

Scan documents with the specified settings.
When scanning is completed, the e-mail software program starts automatically and a new message window opens with the image attached.

Page top

OCR Dialog Box

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



Scan Settings

- **Document Type**

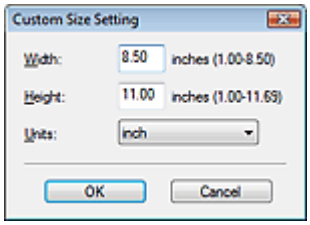
  Select the type of document to be scanned.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



- **Resolution**

  Select the resolution at which to scan documents.
  ➡Resolution

- **Use the scanner driver**

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

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the OCR dialog box are displayed.
  For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Note

- When scanning slanted documents, select the Correct slanted document checkbox to improve the text recognition accuracy.

Save Settings

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

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

  Important

  - For JPEG/Exif images, click Set... to open a dialog box in which you can select a compression type from High(Low Compression), Standard and Low(High Compression).

- **Save in**

  Displays the folder in which to save the scanned images. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

Application Settings

- **OCR with**

  After the image is scanned, the text in the image is extracted and appears in Notepad (included with Windows).

  Note

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

- **Reset**

  Cancel the application setting.

- **Set...**

  Allows you to select an application.

  Important

  - You cannot specify a text editor other than Notepad (included with Windows).

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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

- **Scan**

  Scan documents with the specified settings.

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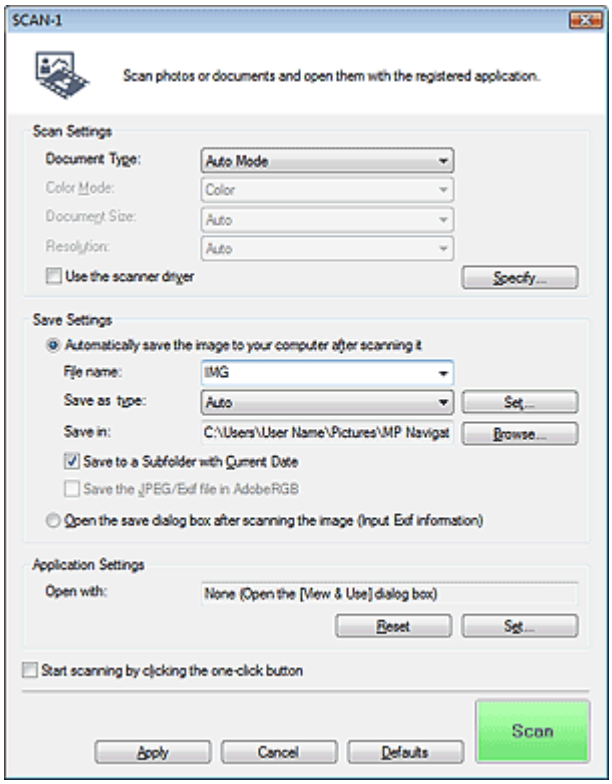
Scan Dialog Box

Click SCAN-1 or SCAN-2 on the Custom Scan with One-click tab or in the One-click Mode screen to open the SCAN-1 or SCAN-2 dialog box.



Scan Settings

- **Document Type**

  Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well.

  Important

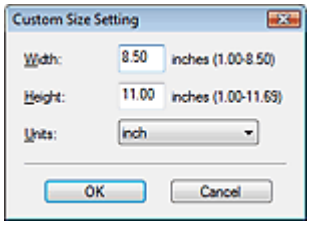
  - The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify Document Type.
    - Documents other than photos, Hagaki, business cards, magazines, newspapers, text documents and CD/DVD
    - A4 photos
    - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
    - Documents printed on thin white paper
    - Wide documents such as panoramic photos
  - Reflective CD/DVD labels may not be scanned properly.
  - Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly.
    See "Placing Documents" for details on how to place documents.
  - To reduce moire, set Document Type to Magazine.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



- **Resolution**

  Select the resolution at which to scan documents.
  Resolution

- **Use the scanner driver**

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

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the Scan dialog box are displayed.
  For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Save Settings

- **Automatically save the image to your computer after scanning it**

  If an application to start is specified in Application Settings, the scanned image opens in the specified application.

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

- **File name**

  Enter the file name of the image to be saved (up to 32 characters). When saving multiple files, 4 digits are appended to each file name.

- **Save as type**

  Select a file type to save the scanned images.
  Select Auto, JPEG/Exif, TIFF or BMP. Auto is displayed when Document Type is Auto Mode.

  Important
  - When Auto is selected, files are saved in the following formats according to the document type.
    Photos, Hagaki, business cards and CD/DVD: JPEG
    Magazines, newspapers and text documents: PDF
    You can change the file format from Set....
    Images saved as PDF files may not open depending on the application. In that case, select an option other than PDF in Save as type.
  - When the document type is automatically detected, the file format may differ depending on how you place the document.
    See "Placing Documents" for details on how to place documents.
  - If you select JPEG/Exif, the Save the JPEG/Exif file in AdobeRGB checkbox will be selectable.

- **Set...**

  ### When Save as type is Auto

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

  ### When Save as type is JPEG/Exif

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

- **Save in**

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

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

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

  Select this checkbox to create a subfolder in the folder specified in Save in with the current date and save imported files in it. A subfolder with a name such as "2008_01_01" (Year_Month_Date) will be created.
  If this checkbox is not selected, files are saved directly in the folder specified in Save in.

- **Save the JPEG/Exif file in AdobeRGB**

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

  Important
  - This function is available only when Save as type is JPEG/Exif.
  - This function is not available if the Adobe RGB profile is not installed.

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

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

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

Application Settings

- **Open with**

  Specify an application with which to open scanned images. Drag and drop the icon of an application that supports the file format displayed in Save as type. The specified application starts after images are scanned.

  Important
  - Depending on the specified application, the images may not appear correctly or the application may not start.

- **Reset**

  Cancel the application setting.

- **Set...**

  Allows you to select an application to start.

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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

- **Scan**

  Scan documents with the specified settings.
  When Save as type is Auto, a confirmation appears. Click Open Manual to open this guide (if it is installed).

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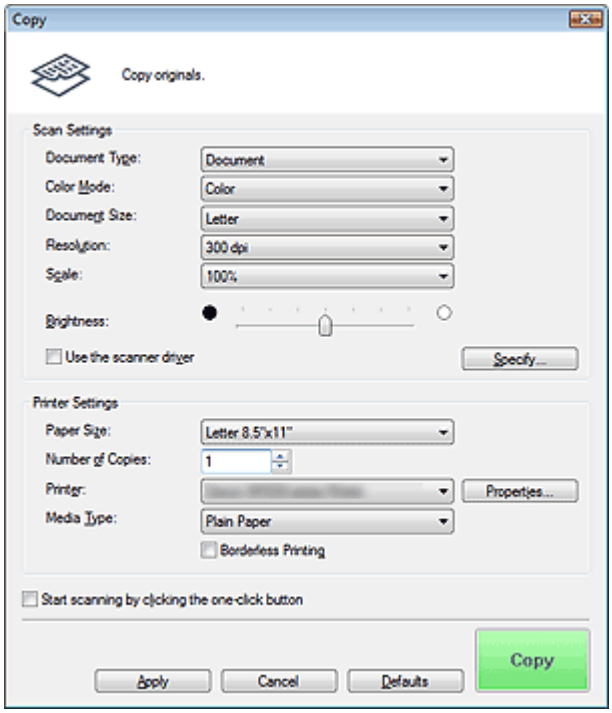
Copy Dialog Box

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

Important

- This procedure requires the machine and a printer. Refer to the manual of your printer to prepare it.
- Selectable paper sizes and types vary by printer.
- When multiple documents are placed on the Platen and Auto Mode is selected, each document is scanned individually and printed on a separate sheet of paper. To print multiple documents on one sheet of paper, select a document type other than Auto Mode and select a standard document size (A4, Letter, etc.).
- You can print with the Copy function only when the machine and printer are connected to the same computer. Images may not be printed correctly on a network printer.



Scan Settings

- **Document Type**

  Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well.

  Important

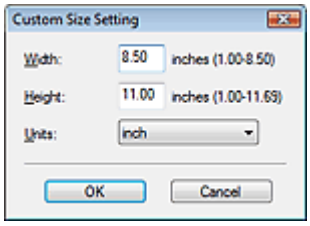
  - The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify Document Type.
    - Documents other than photos, Hagaki, business cards, magazines, newspapers, text documents and CD/DVD
    - A4 photos
    - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
    - Documents printed on thin white paper
    - Wide documents such as panoramic photos
  - Reflective CD/DVD labels may not be scanned properly.
  - To reduce moire, set Document Type to Magazine.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



- **Resolution**

  Select the resolution at which to scan documents.
  Resolution

- **Scale**

  Select a scale according to the paper to print on or as required.
  Select Fit to paper to resize the scanned image automatically to fit to the paper for printing. Since the image's aspect ratio is maintained, margins may appear at the top and bottom or left and right edges of the paper depending on the document and paper sizes.
  Select Custom to enter a value in Scale. Enter a percentage (25% to 400%) and click OK.

  Important

  - Scanned images are printed onto paper of a size that can be selected on your printer. For details, refer to the manual of your printer.

- **Brightness**

  Adjust the image brightness.
  Move the slider to the left to darken and right to brighten the image.

- **Use the scanner driver**

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

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the Copy dialog box are displayed.
  For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Printer Settings

- **Paper Size**

  Select the size of paper for printing.

  Important

  - Selectable paper sizes depend on the selected printer.

- **Number of Copies**

  Specify the number of copies to print.
  Click (up and down buttons) to the right of the value or enter a value.
  Specify up to 99 copies.

- **Printer**

  Select a printer to use when multiple printers are connected.
  Click Properties... to open a dialog box to configure the printer settings.

- **Media Type**

  Select the type of paper to use.

  Important

  - Selectable paper types depend on the selected printer.

- **Borderless Printing**

Select this checkbox to print borderless images.

Important

- This option is available only for Canon inkjet printers supporting Borderless Printing.
- Since Borderless Printing enlarges the image to a size slightly larger than the paper size, the portion of the image that extends beyond the edges of the paper will not be printed.

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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

- **Copy**

  Scan and print documents with the specified settings.
  Select the Use the scanner driver checkbox to display the ScanGear (scanner driver) screen.

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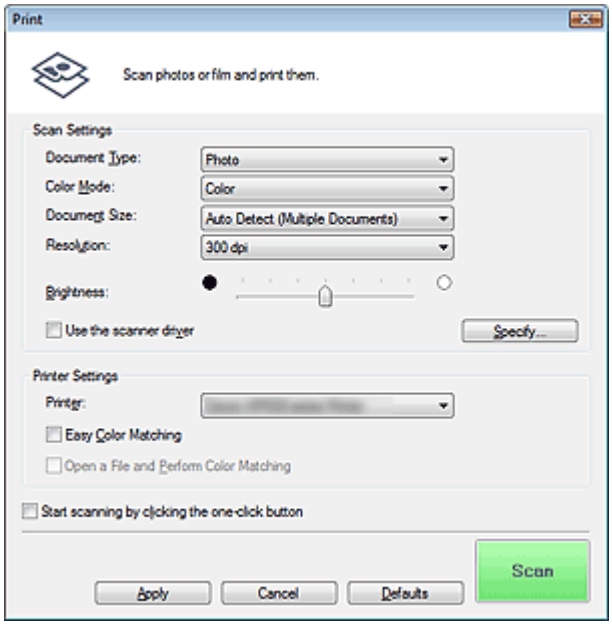
Print Dialog Box

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

Important

- This procedure requires the machine and a printer. Refer to the manual of your printer to prepare it.
- You can print with the Print function only when the machine and printer are connected to the same computer. Images may not be printed correctly on a network printer.
- When multiple documents are placed on the Platen and Auto Mode is selected, each document is scanned individually and printed on a separate sheet of paper. To print multiple documents on one sheet of paper, select a document type other than Auto Mode and select a standard document size (A4, Letter, etc.).



Scan Settings

- **Document Type**

  Select the type of document to be scanned. When Auto Mode is selected, the document type is automatically detected. In that case, Color Mode, Document Size and Resolution are automatically set as well.

  Important

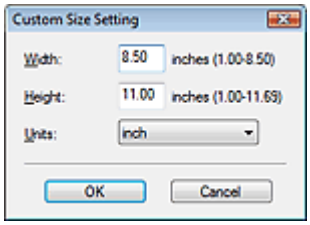
  - The following types of documents cannot be scanned correctly with Auto Mode. In that case, specify Document Type.
    - Documents other than photos, Hagaki, business cards, magazines, newspapers, text documents and CD/DVD
    - A4 photos
    - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
    - Documents printed on thin white paper
    - Wide documents such as panoramic photos
  - Reflective CD/DVD labels may not be scanned properly.
  - To reduce moire, set Document Type to Magazine.

- **Color Mode**

  Select how to scan the document.

- **Document Size**

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



- **Resolution**

  Select the resolution at which to scan documents.
  Resolution

- **Brightness**

  Adjust the image brightness.
  Move the slider to the left to darken and right to brighten the image.

- **Use the scanner driver**

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

- **Specify...**

  For Document Type, Color Mode, Document Size and Scanning Resolution, the settings specified in the Print dialog box are displayed.
  For Descreen, Unsharp Mask, etc., see the corresponding descriptions in " Scan Settings Dialog Box."

Printer Settings

- **Printer**

  Select a printer to use when multiple printers are connected.

- **Easy Color Matching**

  Perform color matching between the machine and printer.
  This option is available only when using a Canon inkjet printer supporting Easy Color Matching.

  Note

  - This option is not available when Color Mode is Black and White or Grayscale.
  - It is recommended that you use Photo Paper Pro or Photo Plus Glossy when using Easy Color Matching.

- **Open a File and Perform Color Matching**

  This option is available when the Easy Color Matching checkbox is selected.
  Open a JPEG file saved in the Adobe RGB color tone, perform Easy Color Matching and display the image in the Print Layout dialog box.
  When this checkbox is selected, Scan changes to Open.
  Click Open and select a JPEG file saved in the Adobe RGB color tone.

  Important

  - This function does not scan images.

  Note

  - Use Save, SCAN-1 or SCAN-2 to create and save images in the Adobe RGB color tone.
  - You can only specify one image at a time.

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

  Select this checkbox to start scanning when you click an icon.

- **Apply**

  Saves and applies the specified settings.
  Click Cancel instead of Apply to cancel the specified settings.

- **Cancel**

  Cancels the specified settings. The current dialog box closes.

- **Defaults**

  Returns all settings in the dialog box to their defaults.

- **Scan**

  Scans documents with the specified settings and opens the Print Layout dialog box.
  Print Layout Dialog Box
  Select the Use the scanner driver checkbox to display the ScanGear (scanner driver) screen. The Print Layout dialog box opens after you press Scan.

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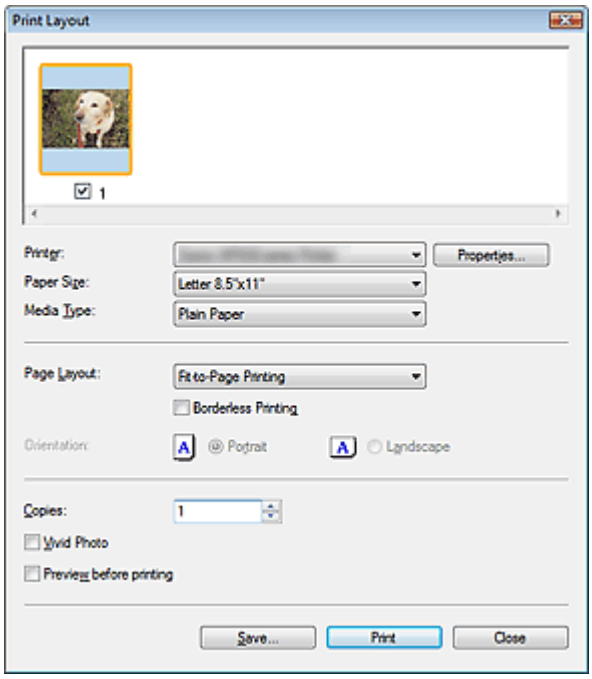
Print Layout Dialog Box

The Print Layout dialog box opens after scanning from Print on the Custom Scan with One-click tab or in the One-click Mode screen.



Note

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

- **Printer**

  Select the printer to use.

- **Properties...**

  Display the selected printer's advanced setting screen.

- **Paper Size**

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

- **Media Type**

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

- **Page Layout**

  Select a print type.

  - **Normal-size Printing**

    Print one image per sheet.

  - **Fit-to-Page Printing**

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

- **Borderless Printing**

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

  Important

  - Page Layout setting will be disabled when you select Borderless Printing.
  - This setting is only available with Canon inkjet printers that support borderless printing.

- **Orientation**

  Specify the print orientation.

  Important

  - This setting is available only when Page Layout is Normal-size Printing. For others, the image is

automatically rotated according to the aspect ratio of the paper.

- **Copies**

  Specify the number of copies to print.

- **Vivid Photo**

  Select this checkbox to print the image in vivid colors.

  Note

  - This function is not available when a printer other than a Canon inkjet printer is selected for Printer.

- **Preview before printing**

  Select this checkbox to display the print result before printing.

- **Save...**

  Save the scanned images.

- **Print**

  Start printing.

  Note

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

- **Close**

  Closes the dialog box without printing.

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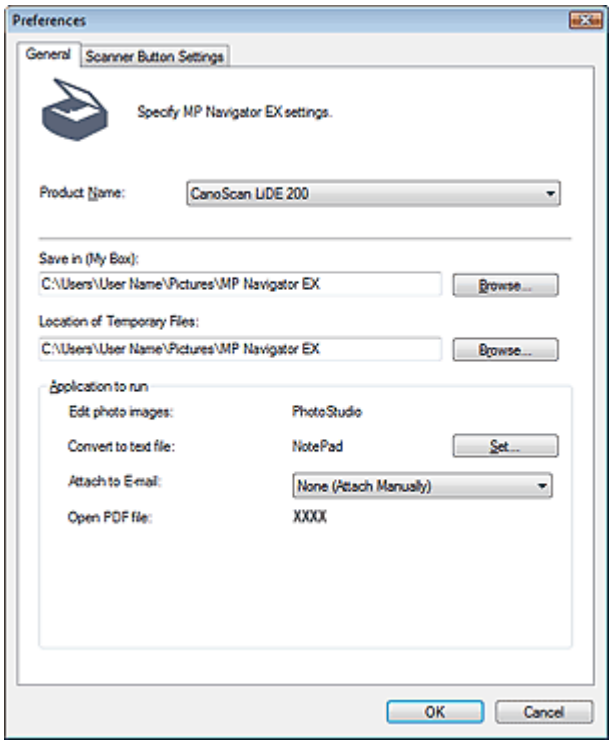
Preferences Dialog Box

Click Preferences in the Navigation Mode screen to open the Preferences dialog box.

In the Preferences dialog box, you can make advanced settings to MP Navigator EX functions via the General and Scanner Button Settings tabs.



Note

- See the corresponding sections below for details on each tab.
  - General Tab
  - Scanner Button Settings Tab

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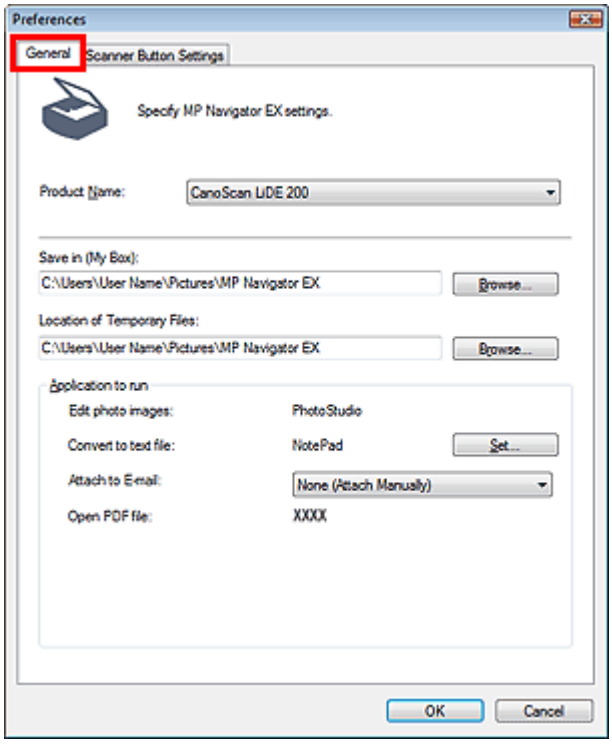
General Tab

On the General tab, you can specify general MP Navigator EX settings.



- **Product Name**

  Displays the product name of the machine that MP Navigator EX is currently configured to use.
  If the displayed product is not the one you want to use, select the desired product from the list.

- **Save in (My Box)**

  Displays the folder in which to save scanned documents. To change the folder, click Browse... to specify another one.
  The following folders are specified by default.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

- **Location of Temporary Files**

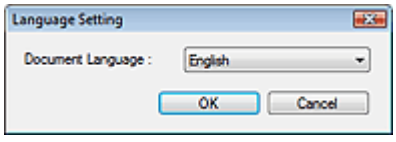
  Displays the folder in which to save images temporarily. To change the folder, click Browse... to specify another one.

Important

- An error may occur if you set the destination to the root directory of the drive on which the operating system is installed. Be sure to specify a folder.

- **Application to run**

  Displays the applications that can be started via MP Navigator EX. Install the applications from the Setup CD-ROM that accompanies the machine.
  For Attach to E-mail, you can select an e-mail software program to start.
  For Convert to text file, Notepad (included with Windows) is displayed. In that case, click Set... to open the Language Setting dialog box and specify the language. Only text written in languages that can be selected in the Language Setting dialog box can be extracted to Notepad.



Important

- You can change which items are installed during installation from the Setup CD-ROM by

selecting Custom Install. If you choose not to install some applications with Custom Install, the corresponding MP Navigator EX functions will be unavailable. To use those functions, install the corresponding applications.

- For Open PDF file, the application associated with the .pdf file extension by the operating system is displayed.

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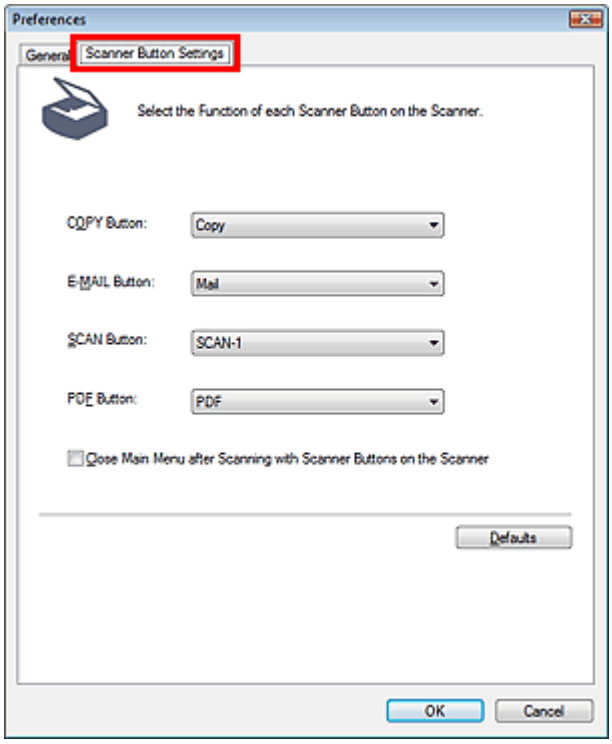
Scanner Button Settings Tab

Assign an MP Navigator EX function to each Scanner Button.

You can assign the Save, Copy, Print, Mail, OCR, SCAN-1, SCAN-2 or PDF function to each button.



Important

- You cannot assign the same function to two or more Scanner Buttons. (For example, you cannot assign the Copy function to the SCAN button and COPY button at the same time.)

Note

- By default, the Copy, Mail, SCAN-1 and PDF functions are assigned to the COPY, E-MAIL, SCAN and PDF buttons respectively.

- **Close Main Menu after Scanning with Scanner Buttons on the Scanner**

  Select this checkbox to close the Main Menu (opened via a Scanner Button) automatically after scanning.

- **Defaults**

  Returns all button settings to their defaults.

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Opening Files Other than Scanned Images

You can save or print data other than scanned images using MP Navigator EX.

- **Using images saved on a computer**

  Opening Images Saved on a Computer

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Opening Images Saved on a Computer

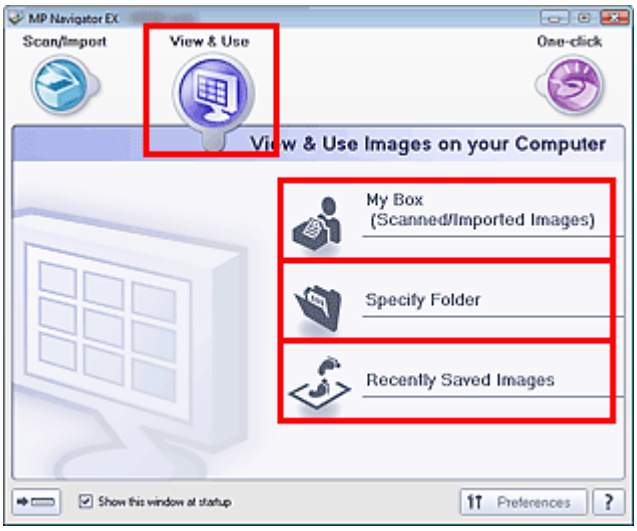
You can open images saved on a computer and print them or attach them to e-mail using MP Navigator EX. You can also edit them using an application that accompanies the machine.

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

Starting MP Navigator EX

2. In the Navigation Mode screen, point to View & Use and click My Box (Scanned/Imported Images), Specify Folder or Recently Saved Images.

Click My Box (Scanned/Imported Images) to open images saved in My Box (Scanned/Imported Images), click Specify Folder to open images saved in a specific folder, or click Recently Saved Images to open recently saved images.

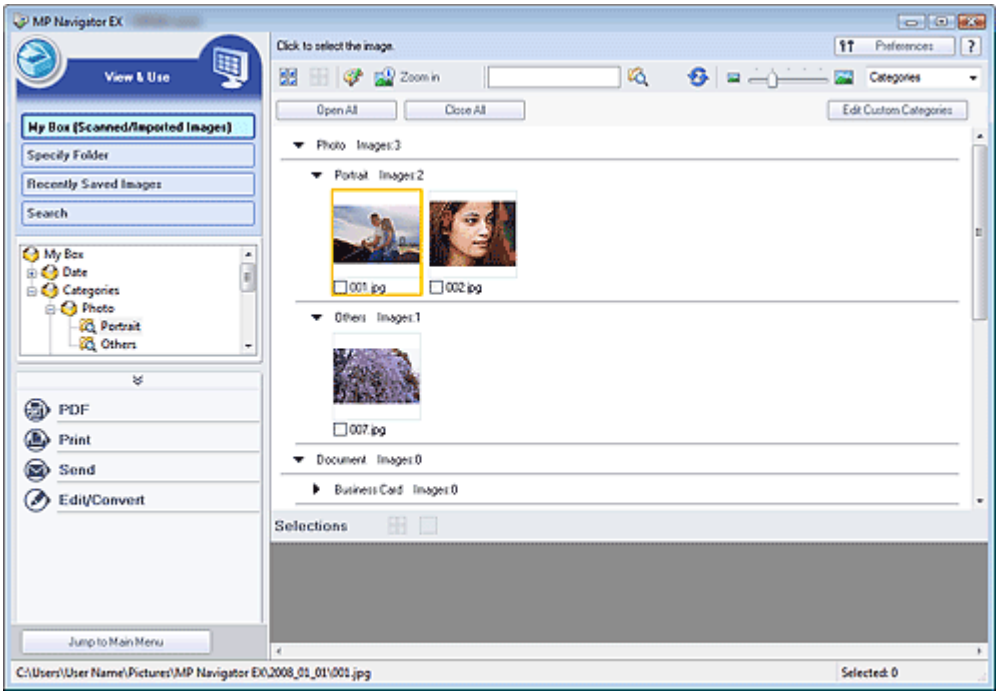


Note

- If the Show this window at startup checkbox is not selected, the last used screen appears. If the Scan/Import window is displayed, click (View & Use) on the upper left of the screen. The View & Use window opens.
- See "View & Use Images on your Computer Tab" for details on the View & Use Images on your Computer tab.

3. Click the folder containing the images you want to open.

Images saved in the folder appear in the Thumbnail window.



4. Select the images you want to use, then select what you want to do with them.

See the corresponding sections below for details on using images.

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

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What Is ScanGear (Scanner Driver)?

ScanGear (scanner driver) is software required for scanning documents. It enables you to specify the output size and make image corrections when scanning documents.

ScanGear can be started from MP Navigator EX or from other applications that are compatible with a standard interface called TWAIN. (ScanGear (scanner driver) is a TWAIN-compatible driver.)

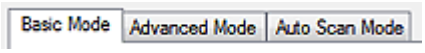
What You Can Do with this Software

This software enables you to preview scan results or set document type and output size, etc. when scanning documents. It is useful when you want to scan in a specific color tone, as it allows you to make various corrections and adjust brightness, contrast, etc.

Screens

There are three modes: Basic Mode, Advanced Mode and Auto Scan Mode.

Switch modes by clicking a tab on the upper right of the screen.

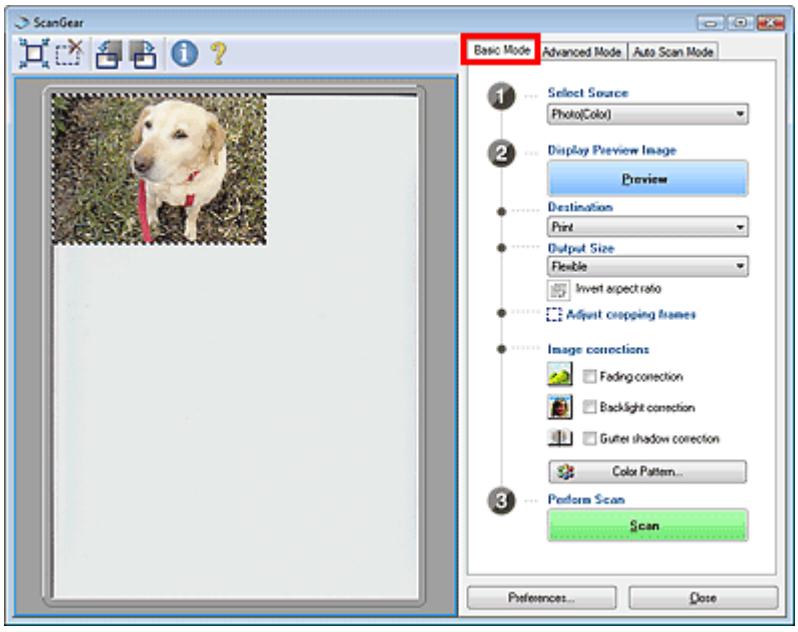


Note

- ScanGear (scanner driver) starts in the last used mode.
- Settings are not retained when you switch between modes.

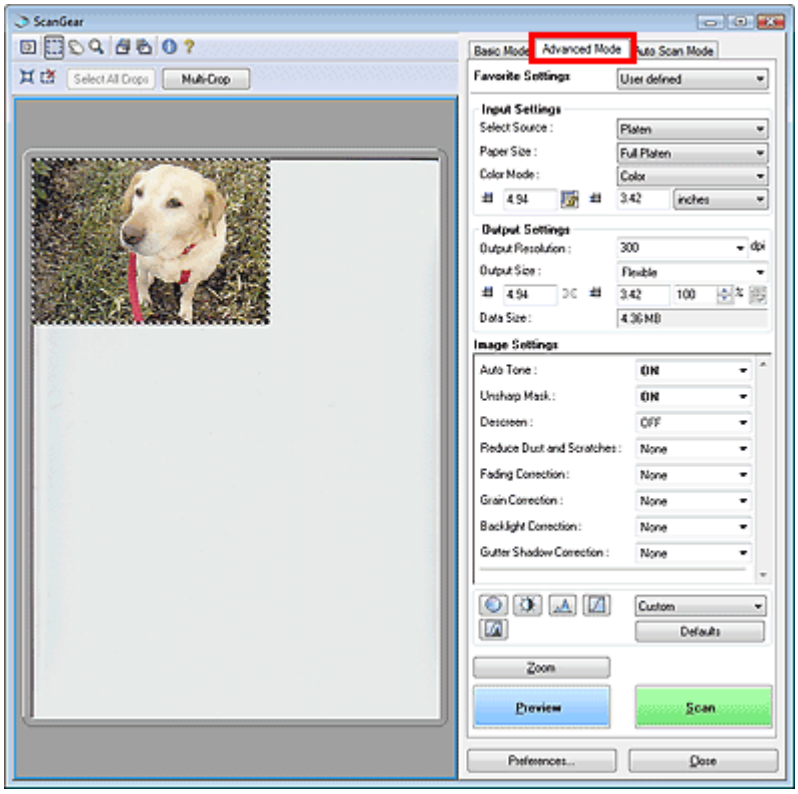
Basic Mode

Use Basic Mode to scan easily by following three simple on-screen steps (1 , 2 , 3)



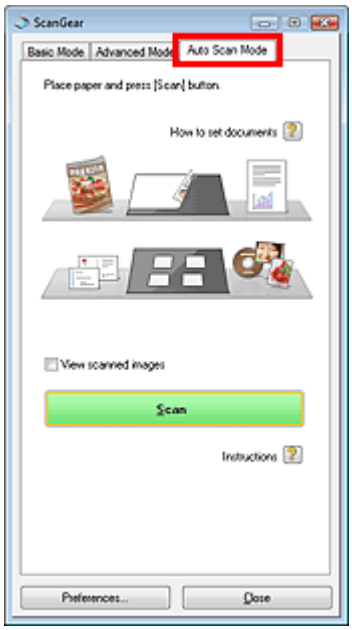
Advanced Mode

Use Advanced Mode to select color mode, specify resolution, correct images, adjust colors, etc. when scanning documents.



Auto Scan Mode

Use Auto Scan Mode to scan easily by simply placing the document on the Platen and clicking Scan.



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Scanning with Advanced Settings Using ScanGear (Scanner Driver)

- **Starting ScanGear (scanner driver)**
  - Starting ScanGear (Scanner Driver)
- **Scanning documents after making simple image corrections**
  - Scanning in Basic Mode
- **Scanning documents after making advanced image corrections and brightness/color adjustments**
  - Scanning in Advanced Mode
- **Scanning with a simple operation**
  - Scanning in Auto Scan Mode
- **Scanning multiple documents at one time after making image corrections and color adjustments**
  - Scanning Multiple Documents at One Time in Advanced Mode

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Starting ScanGear (Scanner Driver)

Use ScanGear (scanner driver) to make image corrections and color adjustments when scanning documents. ScanGear (scanner driver) can be started from MP Navigator EX or an application.

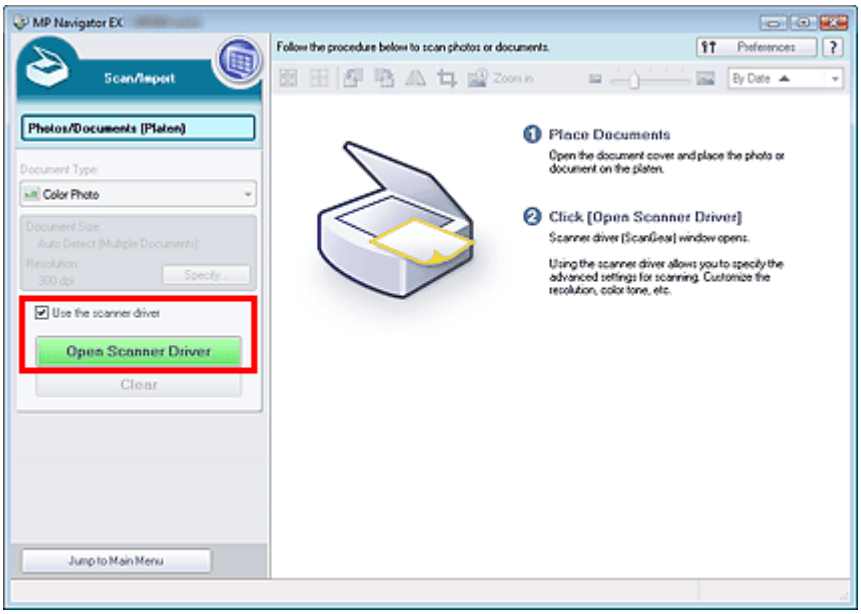
Follow these steps to start ScanGear (scanner driver).

Starting from MP Navigator EX

Navigation Mode Screen

Follow these steps to start ScanGear (scanner driver) from the Navigation Mode screen of MP Navigator EX.

1. Start MP Navigator EX and open the Navigation Mode screen.
   Starting MP Navigator EX
2. Point to Scan/Import and click Photos/Documents (Platen).
   The Scan/Import window opens.
3. Select the Use the scanner driver checkbox, then click Open Scanner Driver.

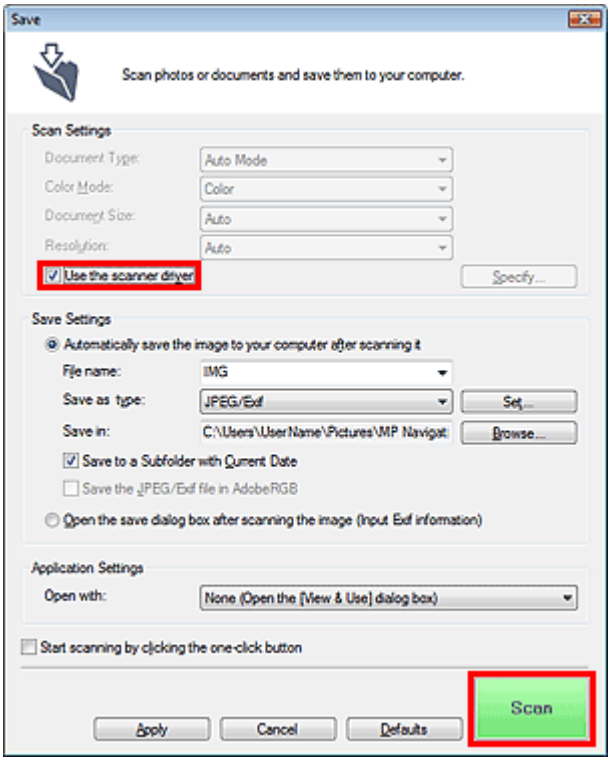


The ScanGear (scanner driver) screen appears.

One-click Mode Screen

Follow these steps to start ScanGear (scanner driver) from the One-click Mode screen of MP Navigator EX.

1. Start MP Navigator EX and open the One-click Mode screen.
   Starting MP Navigator EX
2. Click the corresponding icon.
   The corresponding dialog box opens.
3. Select the Use the scanner driver checkbox in Scan Settings, then click Scan.



The ScanGear (scanner driver) screen appears.

Important

- Use the scanner driver is not displayed in the PDF dialog box.

Starting from an Application

Follow these steps (example) to start ScanGear (scanner driver) from an application.

The procedure varies depending on the application. For details, refer to the application's manual.

1. Start the application.
2. On the File menu of the application, select Select Source and select the machine.
3. Select the command to scan a document (Scan/Import, Acquire image, etc.).

   The ScanGear (scanner driver) screen appears.

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Scanning in Basic Mode

In Basic Mode, you can scan easily by following the on-screen steps.

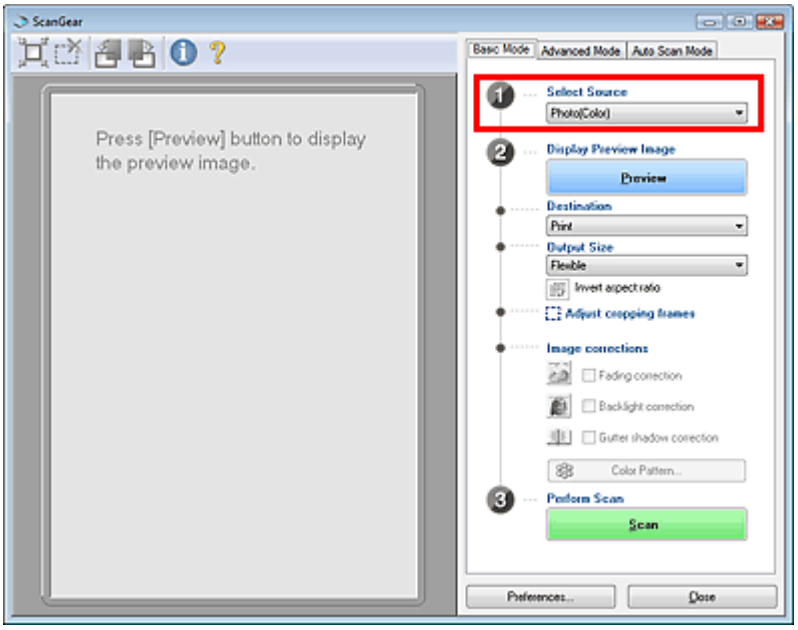
1. Place the document on the Platen, then start ScanGear (scanner driver).

Starting ScanGear (Scanner Driver)

Important

- Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow of the Platen.

2. Set Select Source according to the document placed on the Platen.

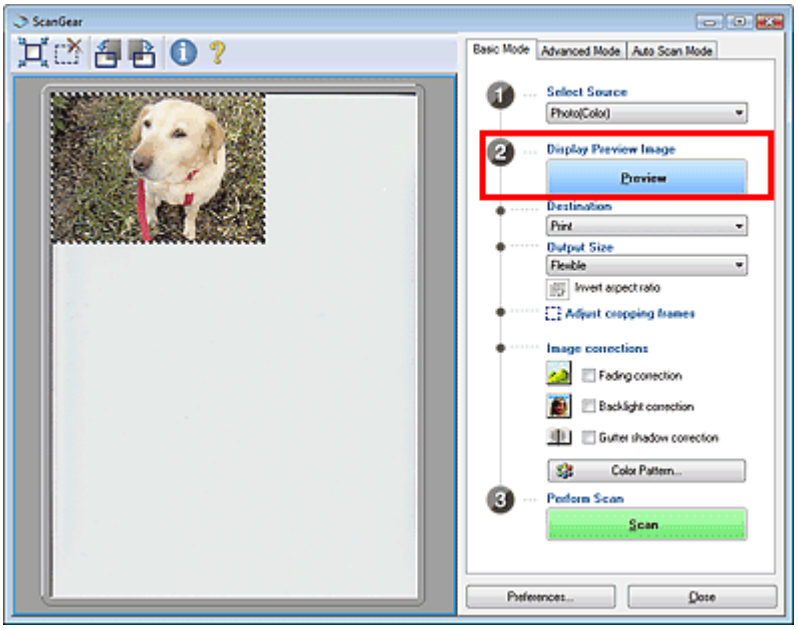


Note

- To scan magazines containing many color photos, scan in Advanced Mode with Color Mode set to Color or Color(48bit), and Descreen set to ON.
  Scanning in Advanced Mode

3. Click Preview.

Preview image appears in the Preview area.



Note

- If you scan without preview, colors are adjusted based on the document type selected in Select Source.

4. Set Destination.

Note

- To scan at 301 dpi or higher, scan in Advanced Mode.
  ➡ Scanning in Advanced Mode

5. Set Output Size.

Output size options vary by the items selected in Select Source and Destination.

6. Adjust the scan area (cropping frame) as required.

Adjust the size and position of the scan area (cropping frame) on the preview image. You can also create two or more cropping frames.

If an area is not specified, the document will be scanned at the document size (Auto Crop). If an area is specified, only the portion in the specified area will be scanned.

➡ Adjusting Cropping Frames

7. Set Image corrections as required.

8. Click Scan.

Scanning starts.

Note

- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.
  ➡ Scan Tab

Note

- See "Basic Mode Tab" for details on the Basic Mode Tab.

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Scanning in Advanced Mode

In Advanced Mode, you can specify the color mode, output resolution, image brightness, color tone, etc. when scanning documents.

1. Place the document on the Platen, then start ScanGear (scanner driver).

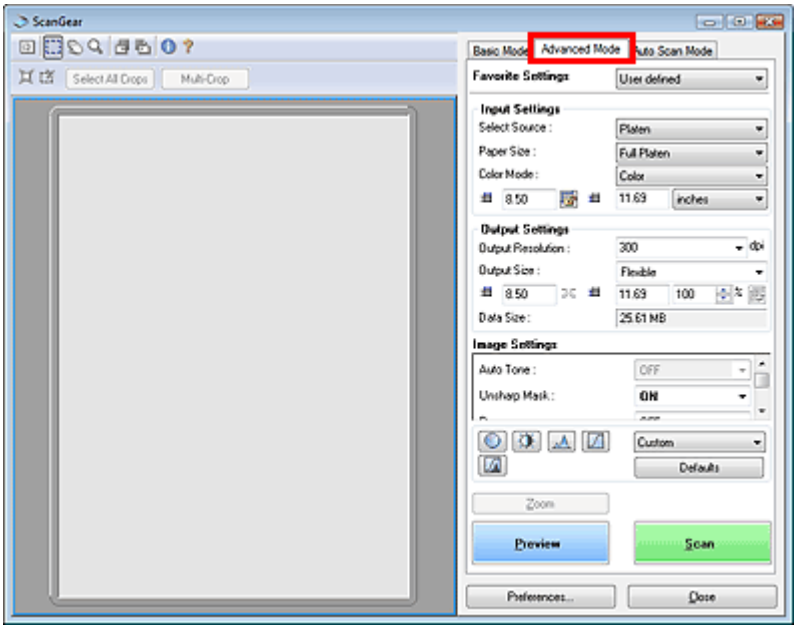
Starting ScanGear (Scanner Driver)

Important

- Place the document face-down on the Platen and align an upper corner of the document with the corner at the arrow of the Platen.

2. Click Advanced Mode.

The Advanced Mode tab appears.



Note

- Settings are not retained when you switch between modes.

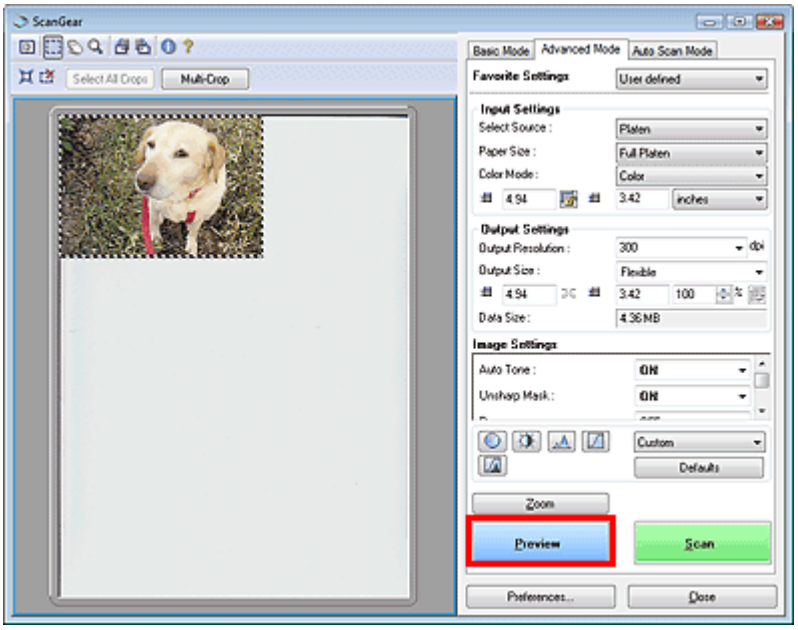
3. Set Paper Size and Color Mode.

Note

- See "Input Settings" for details on Paper Size and Color Mode.

4. Click Preview.

Preview image appears in the Preview area.



Note

- If you scan without preview, the show-through prevention function will be active. This function is useful when scanning magazines. However, when scanning photos, the color tone of the scanned image may differ from the source due to the show-through prevention function. In that case, use preview first.

5. Set Output Settings.

➡ Output Settings

6. Adjust the cropping frame, correct images and adjust colors as required.

Note

- See the corresponding sections below for details on Image Settings and the Color Adjustment Buttons.
  ➡ Image Settings
  ➡ Color Adjustment Buttons
- See "Adjusting Cropping Frames" for details on cropping frames.

7. Click Scan.

Scanning starts.

Note

- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.
  ➡ Scan Tab

Note

- See "Advanced Mode Tab" for details on the Advanced Mode Tab.

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Scanning in Auto Scan Mode

You can scan easily in Auto Scan Mode of ScanGear (scanner driver) by letting it automatically determine the type of document placed on the Platen.

Note

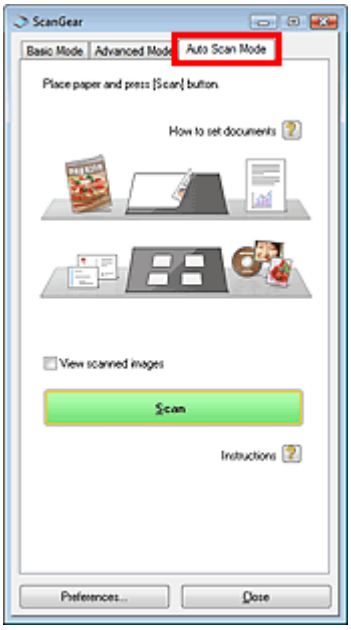
- Supported document types are photos, Hagaki, business cards, magazines, newspapers, text documents and CD/DVD. To scan other documents, specify the document type on the Basic Mode tab or the Advanced Mode tab.
  - Scanning in Basic Mode
  - Scanning in Advanced Mode
- See "Auto Scan Mode Tab" for details on the Auto Scan Mode Tab.

1. Place the document on the Platen, then start ScanGear (scanner driver).

- Placing Documents
- Starting ScanGear (Scanner Driver)

2. Click Auto Scan Mode.

The Auto Scan Mode tab appears.



3. Click Scan.

Scanning starts.

Note

- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.
  - Scan Tab

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Scanning Multiple Documents at One Time in Advanced Mode

You can scan two or more photos (small documents) on the Platen at one time by using Multi-Crop in Advanced Mode of ScanGear (scanner driver).

Important

- The following types of documents cannot be cropped correctly.
  - Documents smaller than 1.18 inches (3 cm) square
  - Photos that have been cut to various shapes
- The following types of documents may not be cropped correctly. In that case, start ScanGear (scanner driver), then adjust the cropping frame in Advanced Mode tab and scan again.
  - Photos that have a whitish border
  - Documents printed on white paper, hand-written text, business cards, etc.
  - Thin documents
  - Thick documents

  Scanning in Advanced Mode

1. Place the document on the Platen, then start ScanGear (scanner driver).

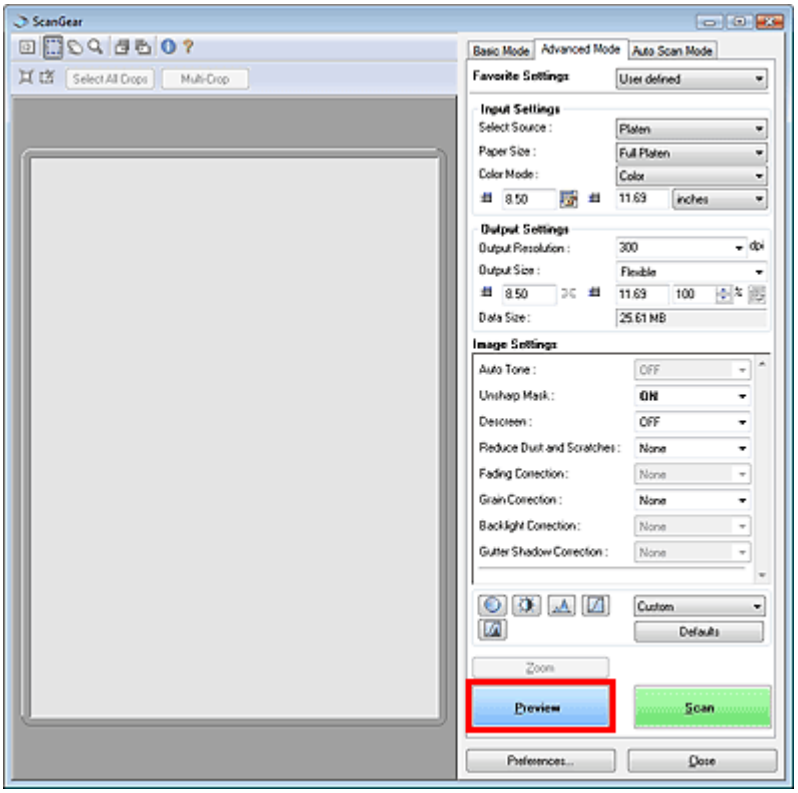
   Placing Documents

   Starting ScanGear (Scanner Driver)

2. Click Advanced Mode.

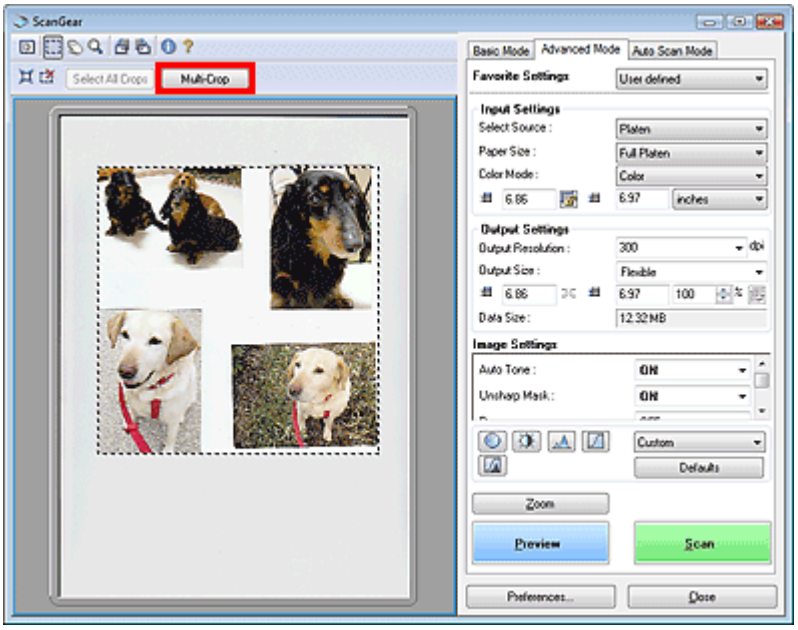
   The Advanced Mode tab appears.

3. Click Preview.

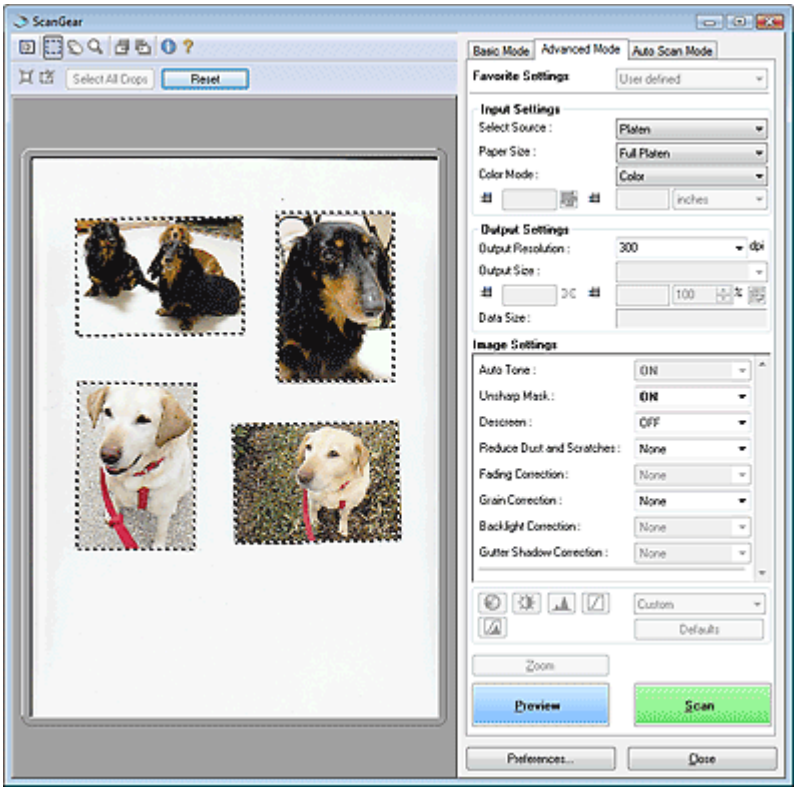


   Preview image appears in the Preview area.

4. Click Multi-Crop above the Preview area.



Each image is cropped (scan area is specified) automatically according to the document size.



If you do not want to scan one, select the image and press the Delete key. Alternatively, select the image and click (Remove Cropping Frame) on the Toolbar.

Note

- When you click Multi-Crop, Multi-Crop changes to Reset.
  Click Reset to cancel Multi Crop.
- Cancel Multi Crop to create custom cropping frames.
  ➡Adjusting Cropping Frames

5. Set Color Mode, Output Resolution, etc. as required.

Note

- See "Input Settings" for details on the Color Mode.
- See "Output Settings" for details on the Output Resolution.
- The settings are applied to all cropping frames.

6. Make image corrections as required.

Note

- See "Image Settings" for details on each function.
- The settings are applied to all cropping frames.

7. Click Scan.

Each cropping frame is scanned as an individual image.

Note

- ScanGear's response after scanning can be specified in Status of ScanGear dialog after scanning on the Scan tab of the Preferences dialog box.
  ➡ Scan Tab

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Correcting Images and Adjusting Colors with ScanGear (Scanner Driver)

The following sections provide you with tips and know-how on advanced scanning techniques involving color/brightness adjustment, etc.

- **Sharpening out-of-focus photos, reducing dust and scratches, and correcting faded colors**
  - Correcting Images (Unsharp Mask, Reduce Dust and Scratches, Fading Correction, etc.)
- **Previewing and changing the color tone of the entire image to scan**
  - Adjusting Colors Using a Color Pattern
- **Brightening colors that have faded with time or due to colorcast**
  - Adjusting Saturation and Color Balance
- **Adjusting images that are too dark or bright, or too flat due to lack of contrast**
  - Adjusting Brightness and Contrast
- **Adjusting the color tone using histogram (a graph showing brightness distribution)**
  - Adjusting Histogram
- **Adjusting the image brightness using tone curve (a graph of brightness balance)**
  - Adjusting Tone Curve
- **Sharpening characters in text documents or reducing show-through effects**
  - Setting Threshold

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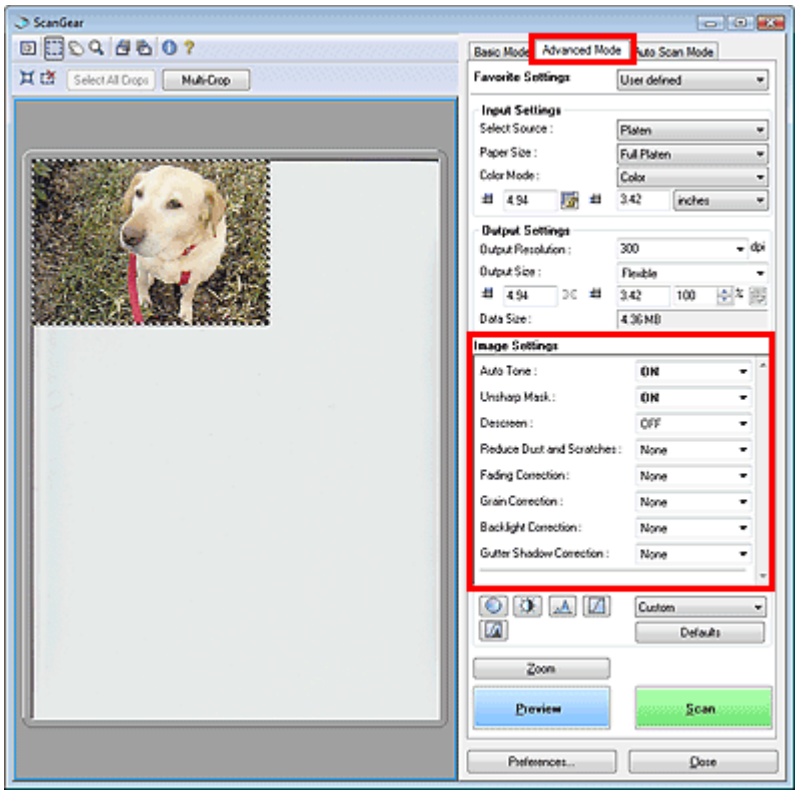
Correcting Images (Unsharp Mask, Reduce Dust and Scratches, Fading Correction, etc.)

The Image Settings functions in Advanced Mode of ScanGear (scanner driver) allow you to enhance the outline of the subjects, reduce dust/scratches and correct faded colors when scanning images.



Setting Items

Click ▼ of a function and select an item from the pull-down menu.

Important

- Do not apply these functions to images without moire, dust/scratches or faded colors. The color tone may be adversely affected.
- See the section below for details and precautions on each function.
  ➡Image Settings

Note

- See the section below to start ScanGear (scanner driver) in Advanced Mode and scan.
  ➡Scanning in Advanced Mode

Adjusting the image brightness and color tone

Set Auto Tone to ON.

OFF	ON

Sharpening slightly out-of-focus images

Set Unsharp Mask to ON.

OFF	ON

Reducing gradations and stripe patterns

Set Descreen to ON.

OFF	ON

Note

- Moire is an uneven gradation or stripe pattern that appears in parts of a scanned image where the dots have interfered with each other. Descreen is the function for reducing this moire effect.

Reducing dust and scratches

Set Reduce Dust and Scratches to Low, Medium or High according to the degree of dust and scratches.

OFF	Medium

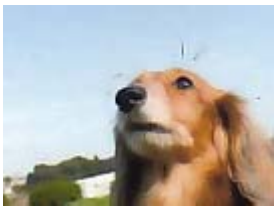
Correcting photos that have faded with time or due to colorcast

Set Fading Correction to Low, Medium or High according to the degree of fading or colorcast.

OFF	Medium

Reducing graininess

Set Grain Correction to Low, Medium or High according to the degree of graininess.

OFF	Medium
	

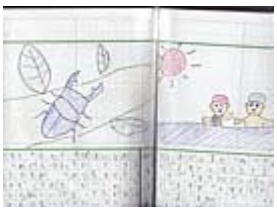
Correcting backlit images

Set Backlight Correction to Low, Medium or High according to the degree of backlight.

OFF	Medium

Correcting shadows that appear between pages when scanning open booklets

Set Gutter Shadow Correction to Low, Medium or High according to the degree of shadows.

OFF	Medium
	

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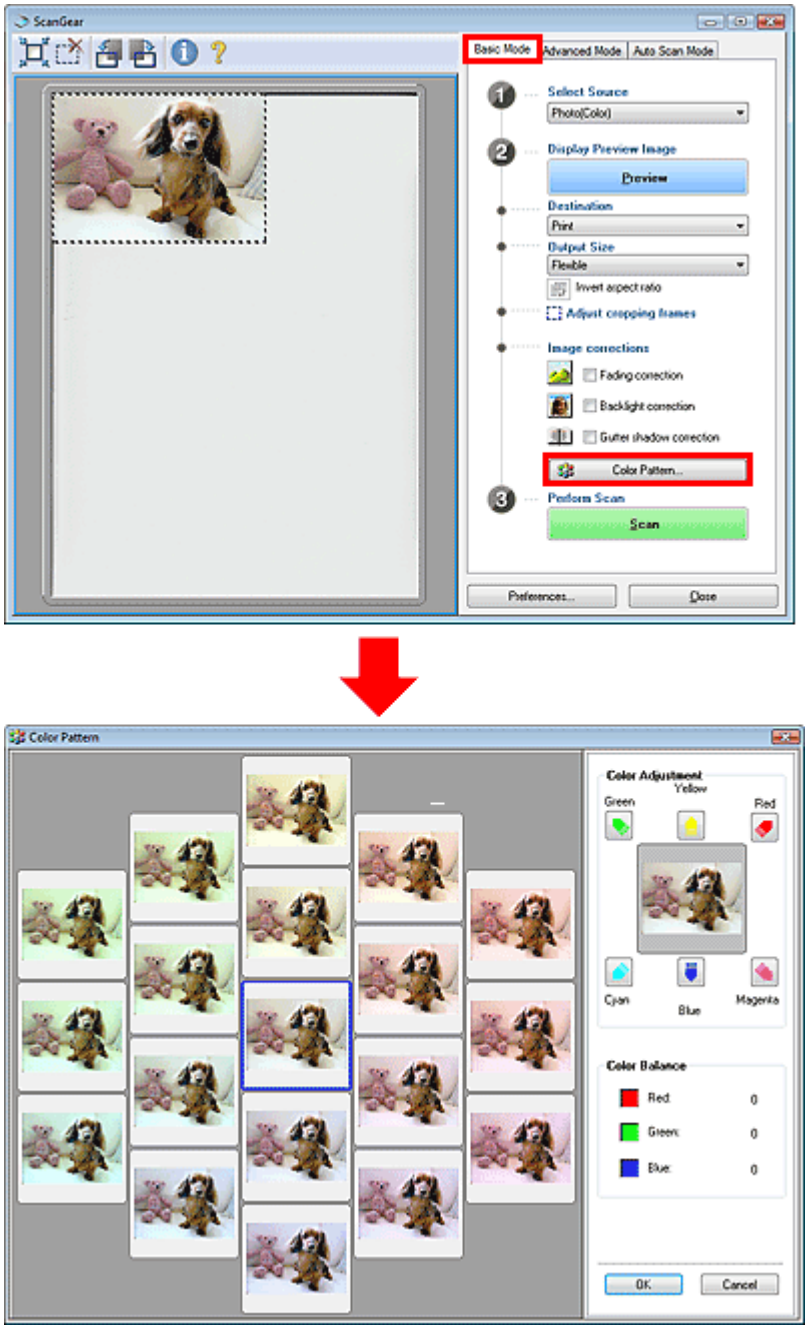
Adjusting Colors Using a Color Pattern

You can preview color changes and reproduce natural colors by using the Color Pattern function in ScanGear's Basic Mode.



Color Adjustment

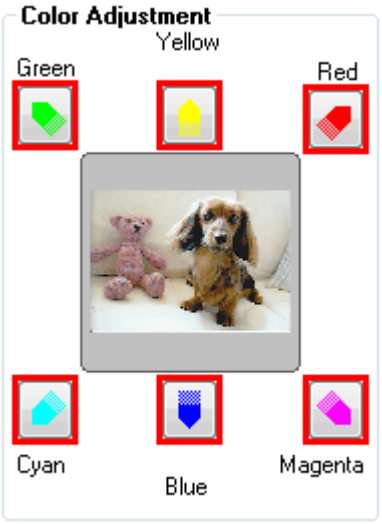
Correct colors that have faded with time or due to colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

Click an arrow in Color Adjustment to emphasize the corresponding color.

Cyan & red, magenta & green and yellow & blue are complementary color pairs (each pair produces a shade of gray when mixed). You can reproduce the natural colors of the scene by reducing the cast color and increasing the complementary color.

It is recommended that you find a portion in the image where it should be white, and adjust the colors so that the portion turns white.

Preview image appears in the center. Preview image colors change as you adjust them.



Below is an example of correcting a bluish image.

Since Blue and Green are too strong, click the Yellow and Magenta arrows to correct.

Before	After

Note

- Color adjustments are applied only to the scan area (cropping frame) specified in the Preview area.
- You can also select a color tone from the color pattern displayed on the left of the Color Pattern screen.
- You can also use this function to add a specific tint to an image. Increase the magenta to add a warm tint, and increase the blue to add a cool tint.

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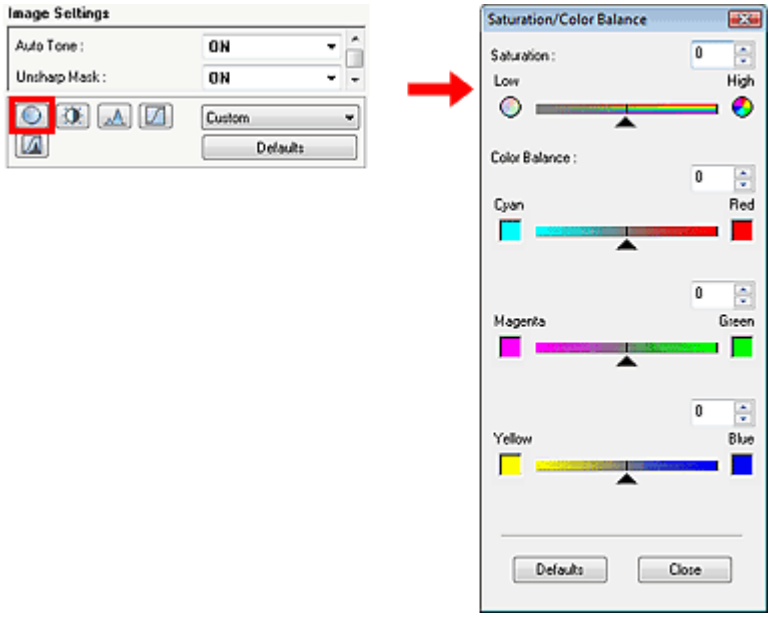
Adjusting Saturation and Color Balance

In ScanGear's Advanced Mode, click (Saturation/Color Balance).



Saturation

Adjust the image's saturation (vividness). You can brighten colors that have faded with time, etc.

Move ▲ (slider) under Saturation to the left to reduce the saturation (darken the image), and to the right to increase the saturation (brighten the image). You can also enter a value (-127 to 127).

Saturation decreased	Original image	Saturation increased

Note

- The natural color tone of the original image may be lost if you increase saturation too much.

Color Balance

Adjust images that have a colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

Move ▲ (slider) under each color pair to the left or right to emphasize the corresponding color.

Cyan & Red

Magenta & Green

Yellow & Blue

These are complementary color pairs (each pair produces a shade of gray when mixed). You can reproduce the natural colors of the scene by reducing the cast color and increasing the complementary color.

It is usually difficult to correct the image completely by adjusting only one color pair. It is recommended that you find a portion in the image where it should be white, and adjust all three color pairs so that the portion turns white.

You can also enter a value (-127 to 127).

Below is an example of an image in which the Cyan & Red pair has been adjusted.

Cyan is increased	Red is increased

Note

- Click Defaults to reset all adjustments in the current window.

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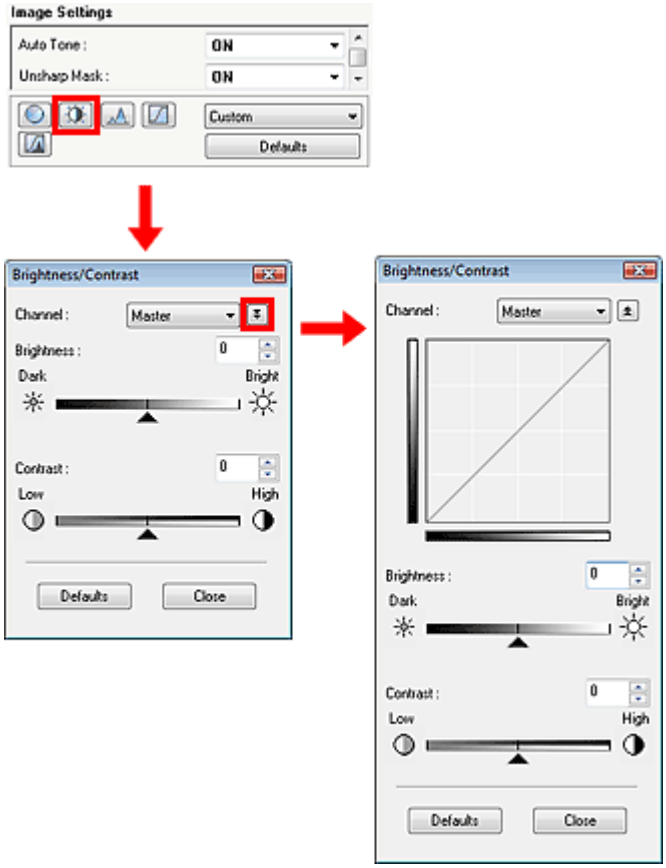
Adjusting Brightness and Contrast

In ScanGear's Advanced Mode, click (Brightness/Contrast).



Note

- Click to switch to detailed view. Click to return to the previous view.

Channel

Each dot of an image is a mixture of Red, Green and Blue in various proportions (gradation). These colors can be adjusted individually as a "channel."

- **Master**

  Adjust the Red, Green and Blue combined.

- **Red**

  Adjust the Red channel.

- **Green**

  Adjust the Green channel.

- **Blue**

  Adjust the Blue channel.

Note

- Only Grayscale will be displayed in Channel when Color Mode is Grayscale.

Brightness

Adjust the image brightness. Move (slider) under Brightness to the left to darken and right to brighten the image. You can also enter a value (-127 to 127).

Darkened	Original image	Brightened

Note

- Highlights may be lost if you brighten the image too much, and shadows may be lost if you darken the image too much.

Contrast

Contrast is the degree of difference between the brighter and darker parts of an image. Increasing contrast will increase the difference, thus sharpening the image. Decreasing contrast will decrease the difference, thus softening the image.

Move ▲ (slider) under Contrast to the left to decrease and right to increase the contrast of the image. You can also enter a value (-127 to 127).

Decreased contrast	Original image	Increased contrast

Note

- Increasing the contrast is effective in adding a three-dimensional feel to soft images. However, shadows and highlights may be lost if you increase the contrast too much.

Note

- Click Defaults to reset all adjustments in the current window.

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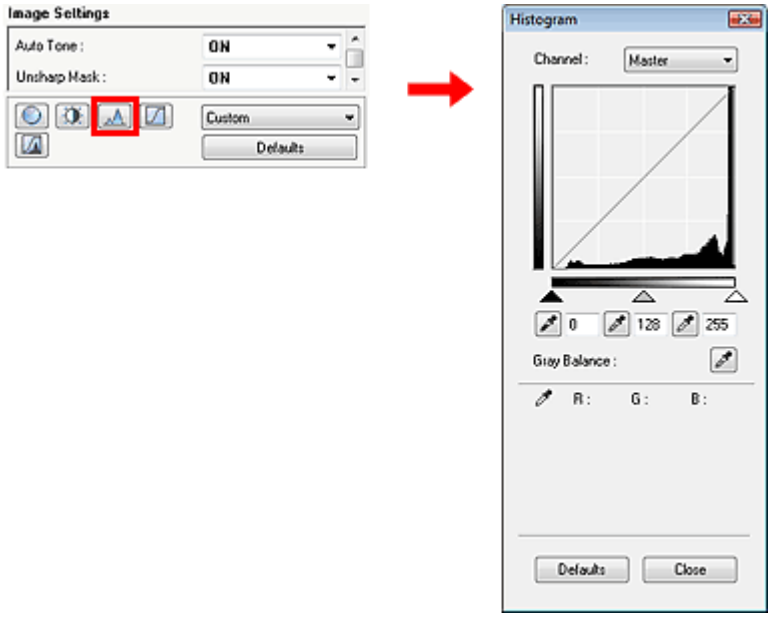
Adjusting Histogram

In ScanGear's Advanced Mode, click (Histogram).



Channel

Each dot of an image is a mixture of Red, Green and Blue in various proportions (gradation). These colors can be adjusted individually as a "channel."

- **Master**

  Adjust the Red, Green and Blue combined.

- **Red**

  Adjust the Red channel.

- **Green**

  Adjust the Green channel.

- **Blue**

  Adjust the Blue channel.

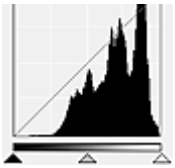
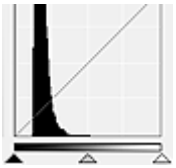
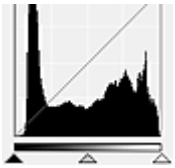
Note

- Only Grayscale will be displayed in Channel when Color Mode is Grayscale.

Reading Histograms

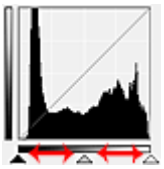
You can open Histogram of a specified area for each Channel. The higher the Histogram peak, the more data is distributed to that level.

(1) Bright area	(2) Dark area	(3) Whole image

		
More data is distributed to the highlight side.	More data is distributed to the shadow side.	Data is widely distributed between the highlight and shadow.

Adjusting Histograms (Using the Slider)

Select a Channel, then move ▲ (Black-point Slider) or △ (White-point Slider) to specify the level to be set as the shadow or highlight.



- All parts to the left of ▲ (Black-point Slider) will be black (level 0).
- The parts at △ (Mid-point Slider) will turn to the color exactly between the black-point and white-point.
- All parts to the right of △ (White-point Slider) will turn white (level 255).

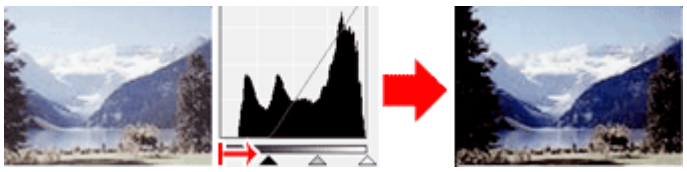
Auto Tone is set to ON by default. Adjustments shown below are automatically performed.

Moving the Black-point and White-point Sliders

Move the Black-point Slider or White-point Slider to adjust brightness.

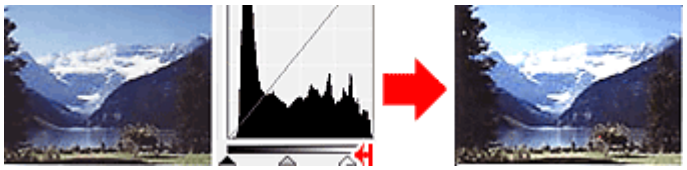
Images with more data distributed to the highlight side

Move the Black-point Slider toward the highlight side.



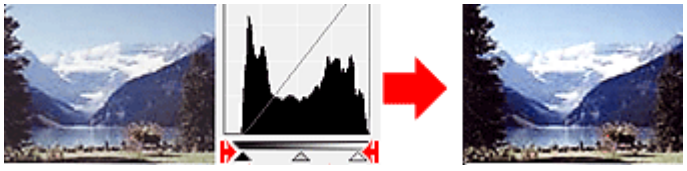
Images with more data distributed to the shadow side

Move the White-point Slider toward the shadow side.



Images with widely distributed data

Move the Black-point Slider toward the highlight side, and White-point Slider toward the shadow side.

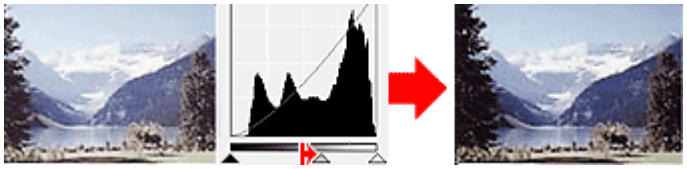


Moving the Mid-point Slider

Move the Mid-point Slider to specify the level to be set as the middle of the tonal range.

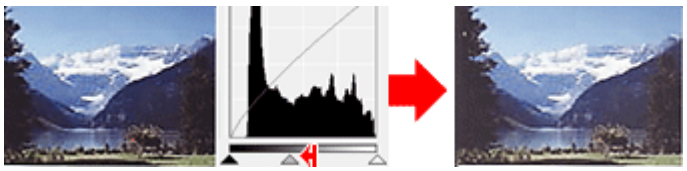
Images with more data distributed to the highlight side

Move the Mid-point Slider toward the highlight side.



Images with more data distributed to the shadow side

Move the Mid-point Slider toward the shadow side.



Adjusting Histograms (Using the Droppers)

When you select a Channel and click the Black-point, Mid-point or White-point Dropper, the mouse pointer on the preview image changes to a dropper. Click a Dropper displayed below the histogram to change the setting.

- The point clicked with (Black-point Dropper) will be the darkest point. You can also enter a value (0 to 245).

- The point clicked with (Mid-point Dropper) will be the middle of the tonal range. You can also enter a value (5 to 250).

- The point clicked with (White-point Dropper) will be the brightest point. You can also enter a value (10 to 255).

- Click for Gray Balance and click the area you want to adjust the color in the preview image.

The clicked point will be set as the achromatic color reference, and the rest of the image is adjusted accordingly. For instance, if snow in a photo appears bluish, click the bluish part to adjust the whole image and reproduce natural colors.

Note

- Click Defaults to reset all adjustments in the current window.

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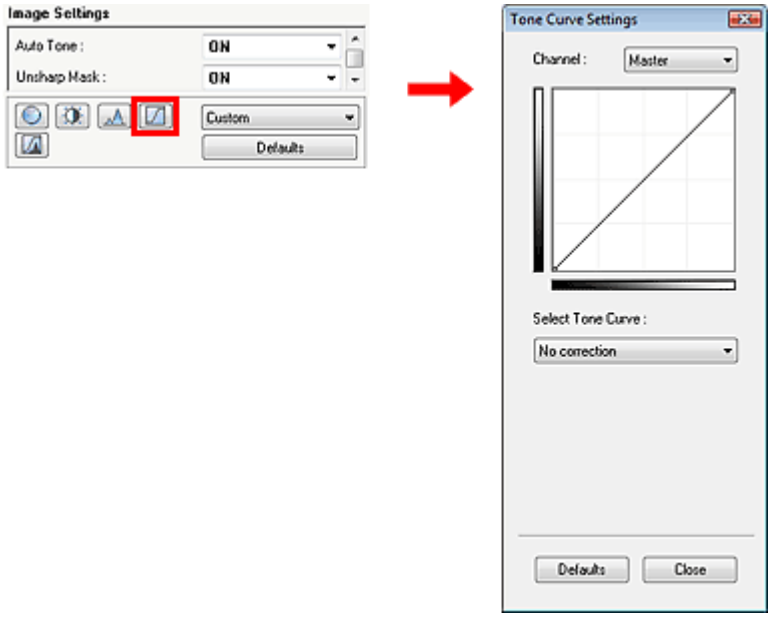
Adjusting Tone Curve

In ScanGear's Advanced Mode, click (Tone Curve Settings).



Channel

Each dot of an image is a mixture of Red, Green and Blue in various proportions (gradation). These colors can be adjusted individually as a "channel."

- **Master**

  Adjust the Red, Green and Blue combined.

- **Red**

  Adjust the Red channel.

- **Green**

  Adjust the Green channel.

- **Blue**

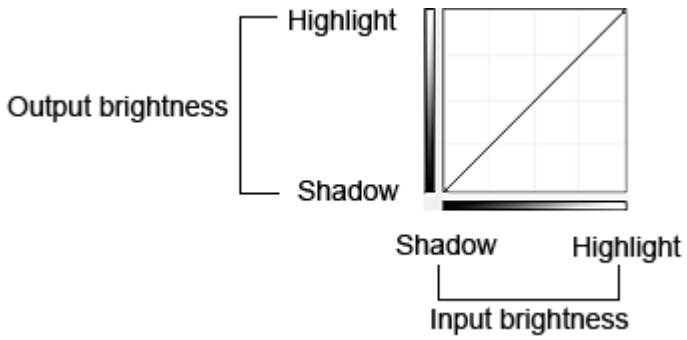
  Adjust the Blue channel.

Note

- Only Grayscale will be displayed in Channel when Color Mode is Grayscale.

Reading Tone Curves

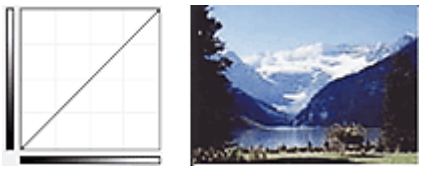
With ScanGear (scanner driver), scanning images via a scanner is the input, and displaying to a monitor is the output. Tone Curve shows the balance of tone input and output for each Channel.



Adjusting Tone Curve

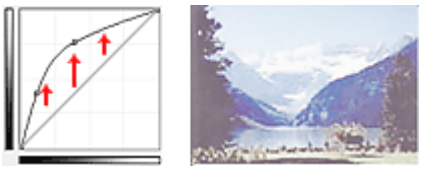
In Select Tone Curve, select a tone curve from No correction, Overexposure, Underexposure, High contrast, Reverse the negative/positive image and Edit custom curve.

No correction (No adjustment)



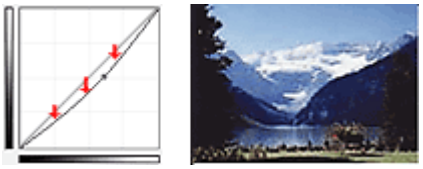
Overexposure (Convex curve)

The midtone data of the input side is stretched toward the highlight of the output side, resulting in a bright-toned image when viewed on a monitor.



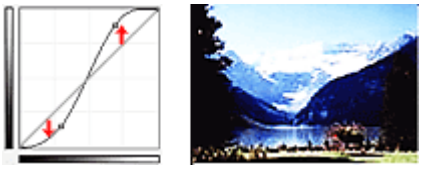
Underexposure (Convex curve)

The midtone data of the input side is stretched toward the shadow of the output side, resulting in a dark-toned image when viewed on a monitor.



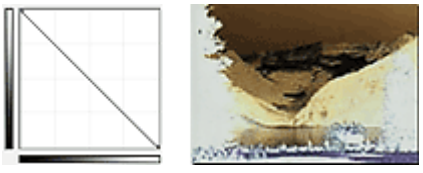
High contrast (S curve)

The highlight and shadow of the input side are enhanced, resulting in a high-contrast image.



Reverse the negative/positive image (Downward-sloping line)

The input and output sides are reversed, resulting in a negative-positive inverted image.



Edit custom curve

You can drag specific points on the Tone Curve to freely adjust the brightness of the corresponding areas.

Note

- Click Defaults to reset all adjustments in the current window.

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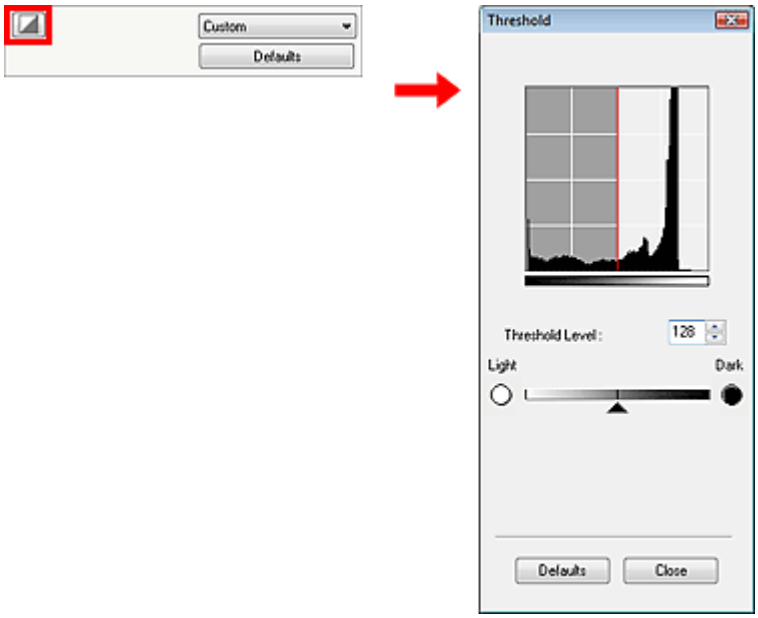
Setting Threshold

The brightness of color and grayscale images is expressed in a value between 0 and 255. However, in creating black and white images, all colors are mapped to either black (0) or white (255). Threshold is the borderline value that determines a color as black or white. By adjusting the threshold level, you can sharpen text in a document or reduce show-through in newspapers.

This function is available when Color Mode is Black and White.

In ScanGear's Advanced Mode, click (Threshold).



Adjusting Threshold

Move (slider) to the right to increase the threshold value and thus increase the black areas. Move the slider to the left to decrease the value and thus increase the white areas. You can also enter a value (0 to 255).

Note

- Click Defaults to reset all adjustments in the current window.

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ScanGear (Scanner Driver) Screens

The following sections describe ScanGear's screens and functions, and how to use ScanGear (scanner driver).

Basic Mode Tab

Advanced Mode Tab

- Input Settings
- Output Settings
- Image Settings
- Color Adjustment Buttons

Auto Scan Mode Tab

Preferences Dialog Box

- Scanner Tab
- Preview Tab
- Scan Tab
- Color Settings Tab

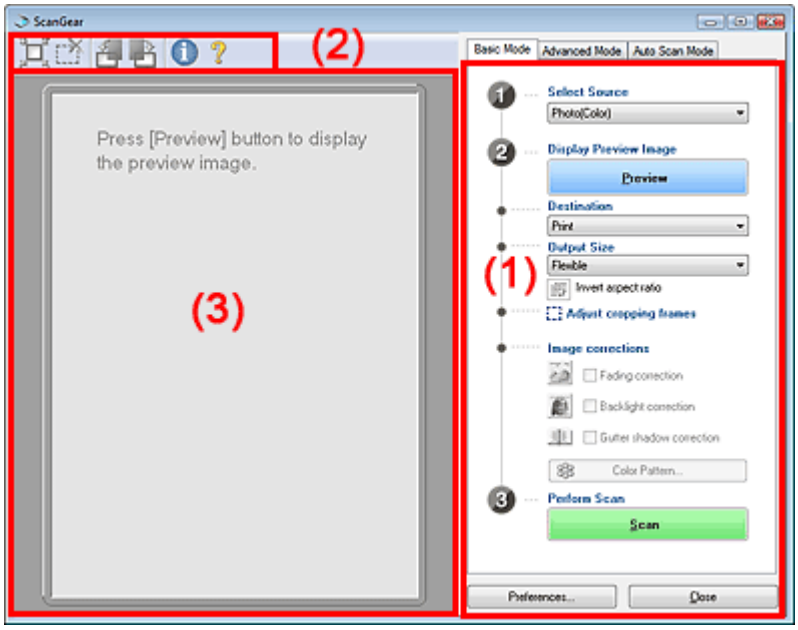
Page top

Basic Mode Tab

This mode allows you to scan easily by following the on-screen steps.

This section describes the settings and functions available in Basic Mode.

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



(1) Settings and Operation Buttons

(2) Toolbar

(3) Preview Area

Settings and Operation Buttons

- **Select Source**
  - **Photo(Color)**

    Scan color photos.
  - **Magazine(Color)**

    Scan color magazines.
  - **Newspaper(Grayscale)**

    Scan text and line drawings in black and white.
  - **Document(Grayscale)**

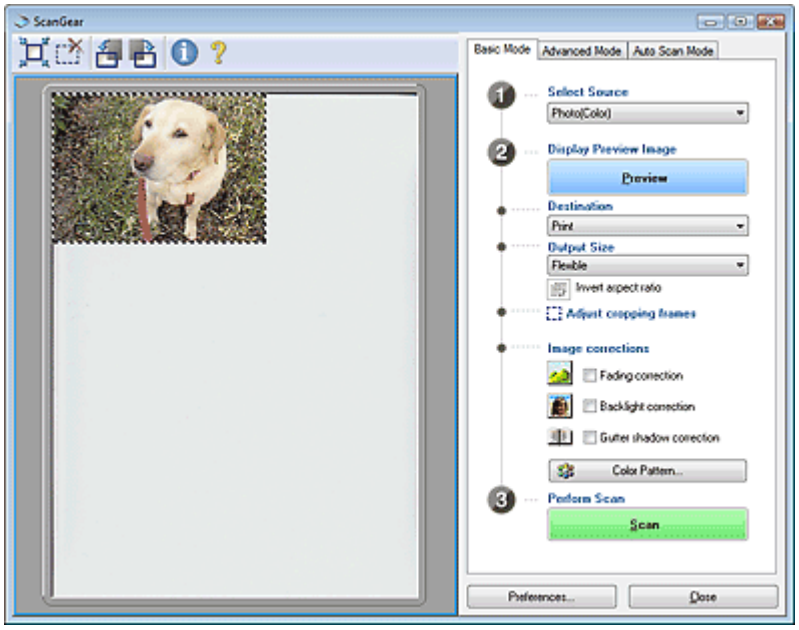
    Scan photos and documents in black and white.
    Select this mode to create high-resolution black and white images.

Note

- If you select an option other than Newspaper(Grayscale), the Unsharp Mask function will be active.
- If you select Photo(Color), Magazine(Color) or Document(Grayscale), the Auto Tone function will be active. However, if you disable Always Execute the Auto Tone on the Color Settings tab of the Preferences dialog box, the Auto Tone function will be disabled.
- If you select Magazine(Color), the Descreen function will be active.

- **Display Preview Image**

  Click Preview to perform a trial scan. The scanned document appears in the Preview area. A cropping frame (scan area) is displayed according to the document size.



Note

- If you scan without preview, colors are adjusted based on the document type selected in Select Source.
- When using the machine for the first time, scanner calibration starts automatically. Wait a while until the preview image appears.

- **Destination**

  Select what you want to do with the scanned image.

  - **Print (300 dpi)**

    Select this to print the scanned image on a printer.
  - **Image display (150 dpi)**

    Select this to view the scanned image on a monitor.
  - **OCR (300 dpi)**

    Select this to use the scanned image with OCR software.
    OCR software is software that converts text scanned as an image into text data that can be edited in word processors and other programs.

Note

- To scan at 301 dpi or higher, scan in Advanced Mode after setting the Output Resolution.
  See "Scanning in Advanced Mode " to scan in Advanced Mode.

- **Output Size**

  Select an output size.
  Output size options vary by the item selected in Destination.

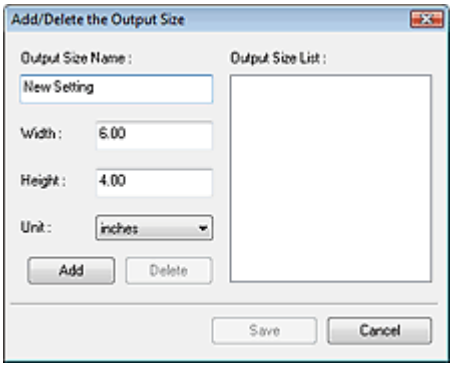
  - **Flexible**

    When a cropping frame is displayed, the portion within the cropping frame will be scanned at 100%. When no cropping frame is displayed, the entire Preview area will be scanned.
  - **Paper Size (L, A4, etc.)**

    Select an output paper size. The portion within the cropping frame will be scanned at the size of the selected paper size. You can drag the cropping frame to enlarge/reduce it while maintaining the aspect ratio.
  - **Monitor Size (1024 x 768 pixels, etc.)**

    Select an output size in pixels.
    A cropping frame of the selected monitor size will be displayed and the portion within the cropping frame will be scanned. You can drag the cropping frame to enlarge/reduce it while maintaining the aspect ratio.
  - **Add/Delete...**

    Open the Add/Delete the Output Size dialog box, in which you can save custom output sizes. You can select this option when Destination is Print (300 dpi) or Image display (150 dpi).



In the Add/Delete the Output Size dialog box, you can specify multiple output sizes and save them at one time. Saved items appear in the Output Size list along with the predefined items.

Add

To add a size, enter Output Size Name, Width and Height, then click Add. For Unit, you can select mm or inches when Destination is Print (300dpi) but you can only select pixels when Destination is Image display (150dpi). The name of the added size appears in Output Size List. Click Save to save the items listed in Output Size List.

Delete

To delete an item, select it in Output Size List and click Delete. Click Save to save the items listed in Output Size List.

Important

- You cannot delete predefined output sizes such as A4 and 1024 x 768 pixels.

Note

- Save up to 10 output sizes to Output Size List.
- An error message appears when you enter a value outside the setting range. Enter a value within the setting range.

Note

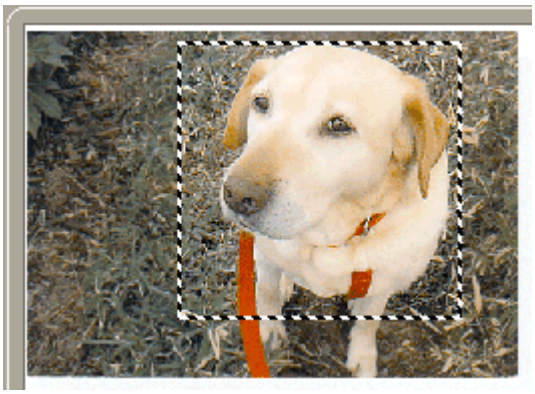
- Whether or how the cropping frame is initially displayed on a preview image can be specified on the Preview tab of the Preferences dialog box. See Cropping Frame on Previewed Images in "Preview Tab."

- **Invert aspect ratio**

  This button is available when Output Size is set to anything but Flexible.
  Click this button to rotate the cropping frame. Click again to return it to the original orientation.

- **Adjust cropping frames**

  You can adjust the scan area within the Preview area.
  If an area is not specified, the document will be scanned at the document size (Auto Crop). If an area is specified, only the portion in the cropping frame will be scanned.



Note

- See "Adjusting Cropping Frames" for details on cropping frames.

- **Image corrections**
  - **Fading correction**

    Corrects and scans photos that have faded with time or have a colorcast.

- **Backlight correction**

  Corrects photos that have been shot against light.

- **Gutter shadow correction**

  Corrects shadows that appear between pages when scanning open booklets.

  Important

  - For precautions on using this function, see Gutter Shadow Correction in " Image Settings " (Advanced Mode tab).

- **Color Pattern...**

  Allows you to adjust the image's overall color. You can correct colors that have faded due to colorcast, etc. and reproduce natural colors while previewing color changes.

  Note

  - See "Adjusting Colors Using a Color Pattern" for details.

- **Perform Scan**

  Click Scan to start scanning.

  Note

  - When scanning starts, the progress will be displayed. Click Cancel to cancel the scan.

- **Preferences...**

  The Preferences dialog box opens and you can make scan/preview settings.
  See "Preferences Dialog Box" for details.

- **Close**

  Close ScanGear (scanner driver).

Toolbar

- **Toolbar**

  You can rotate preview images using the Toolbar.

  - **(Auto Crop)**

    Displays and adjusts the cropping frame automatically to the size of the document displayed in the Preview area. The scan area is reduced every time you click this button if there are cropping area within the cropping frame.

  - **(Remove Cropping Frame)**

    Removes the selected cropping frame.

  - **(Rotate Left)**

    Rotates the preview image 90 degrees counter-clockwise.
    - The result will be reflected in the scanned image.
    - The image returns to its original state when you preview again.

  - **(Rotate Right)**

    Rotates the preview image 90 degrees clockwise.
    - The result will be reflected in the scanned image.
    - The image returns to its original state when you preview again.

  - **(Information)**

    Displays the version of ScanGear (scanner driver) and the current settings.

  - **(Open Guide)**

    This page appears.

Preview Area

- **Preview Area**

  This is where a trial image is displayed after you click Preview.
  You can specify the scan area (cropping frame) on the displayed image.
  You can also create two or more cropping frames.

  Note

  - See "Adjusting Cropping Frames" for details on cropping frames.

Related Topic

▶ Scanning in Basic Mode

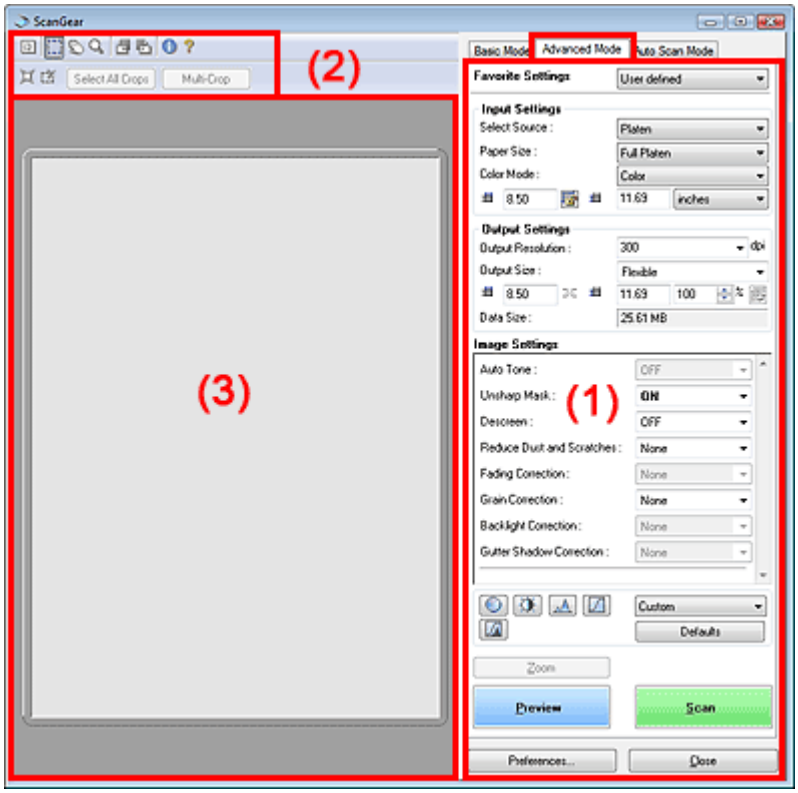
Page top

Advanced Mode Tab

This mode allows you to make advanced scan settings such as the color mode, resolution, image brightness and color tone.

This section describes the settings and functions available in Advanced Mode.

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



(1) Settings and Operation Buttons

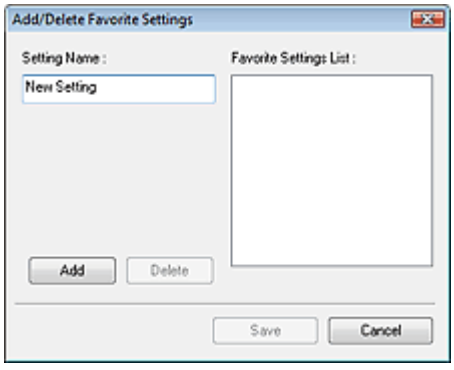
(2) Toolbar

(3) Preview Area

Settings and Operation Buttons

- **Favorite Settings**

  You can name and save a group of settings (Input Settings, Output Settings, Image Settings and Color Adjustment Buttons), and load it as required. It is convenient to save a group of settings if you will be using it repeatedly. You can also use this to reload the default settings.
  Select Add/Delete... from the pull-down menu and the Add/Delete Favorite Settings dialog box opens.



  Enter Setting Name and click Add. The name appears in Favorite Settings List.
  When you click Save, the item appears in the Favorite Settings list along with the predefined items.

Important

- You can set Add/Delete... in Favorite Settings after preview.

Note

- Save up to 10 items to Favorite Settings List. To delete an item, select it in Favorite Settings List and click Delete. Click Save to save settings displayed in Favorite Settings List.

- **Input Settings**

  Specify the input settings such as the document type and size.
  ➡Input Settings

- **Output Settings**

  Specify the output settings such as the output resolution and size.
  ➡Output Settings

- **Image Settings**

  Enable/disable various image correction functions.
  ➡Image Settings

- **Color Adjustment Buttons**

  These buttons can be used to make fine corrections to the image brightness and color tones. You can adjust the image's overall brightness or contrast, and adjust its highlight and shadow values (histogram) or balance (tone curve).
  ➡Color Adjustment Buttons

- **Zoom**

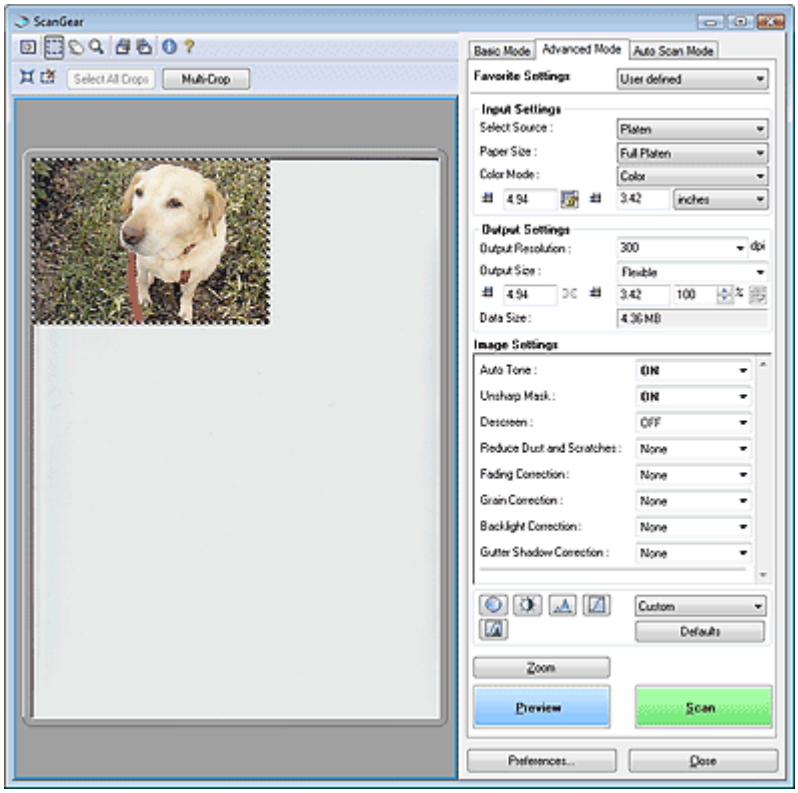
  Rescans the portion within the cropping frame at higher magnification. When the image is zoomed in, Zoom changes to Undo. Click Undo to return the display to its non-magnified state.

Note

- Zoom rescans the image and displays high-resolution image in Preview.
- (Enlarge/Reduce) on the Toolbar zooms in on the preview image quickly. However, the resolution of the displayed image will be low.

- **Preview**

  Perform a trial scan.



- **Scan**

  Start scanning.

Note

- When scanning starts, the progress will be displayed. Click Cancel to cancel the scan.
- When scanning is completed, a dialog box prompting you to select the next action may open. Follow the prompt to complete. For details, see Status of ScanGear dialog after scanning in "Scan Tab" (Preferences dialog box).
- If the total size of the images to be scanned exceeds 100 MB, a message appears warning you that scanning may take time. Click OK to continue, or Cancel to cancel the scan.

- **Preferences...**

  The Preferences dialog box opens and you can make scan/preview settings.
  See "Preferences Dialog Box" for details.

- **Close**

  Close ScanGear (scanner driver).

Toolbar

- **Toolbar**

  With the Advanced Mode Toolbar, you can make adjustments to the preview image and also select a part of the displayed image.

  - **(Clear)**

    Click this button to delete the preview image.
    It also resets the Toolbar and color adjustment settings.

  - **(Crop)**

    Allows you to specify the scan area by dragging the mouse.

  - **(Move Image)**

    If an enlarged image is too large to fit in the Preview area, you can click this button and drag the image across the screen until the part you want to see is displayed. You can also move the image using the scroll bars.

  - **(Enlarge/Reduce)**

    Click this button then click on the image to enlarge it (zoom in). Right-click on the image to reduce it (zoom out).

  - **(Rotate Left)**

    Rotates the preview image 90 degrees counter-clockwise.
    - The result will be reflected in the scanned image.
    - The image returns to its original state when you preview again.

  - **(Rotate Right)**

    Rotates the preview image 90 degrees clockwise.
    - The result will be reflected in the scanned image.
    - The image returns to its original state when you preview again.

  - **(Information)**

    Displays the version of ScanGear (scanner driver) and the current settings.

  - **(Open Guide)**

    This page appears.

  - **(Auto Crop)**

    Displays and adjusts the cropping frame automatically to the size of the document displayed in the Preview area. The scan area is reduced every time you click this button if there are cropping area within the cropping frame.

  - **(Remove Cropping Frame)**

    Removes the selected cropping frame.

- **Select All Crops**

  This button is available when there are two or more cropping frames.
  All cropping frames will be displayed in thick broken lines. The settings will be applied to all the cropping frames.

- **Multi-Crop**

  Automatically detects and crops multiple documents placed on the Platen.
  You can remove the cropping frames of the images you do not want to scan.

  Note

  - See "Scanning Multiple Documents at One Time in Advanced Mode " to scan multiple documents at one time.

Preview Area

- **Preview Area**

  This is where a trial image is displayed after you click Preview.
  You can specify the scan area (cropping frame) on the displayed image.
  You can also create two or more cropping frames.

  Note

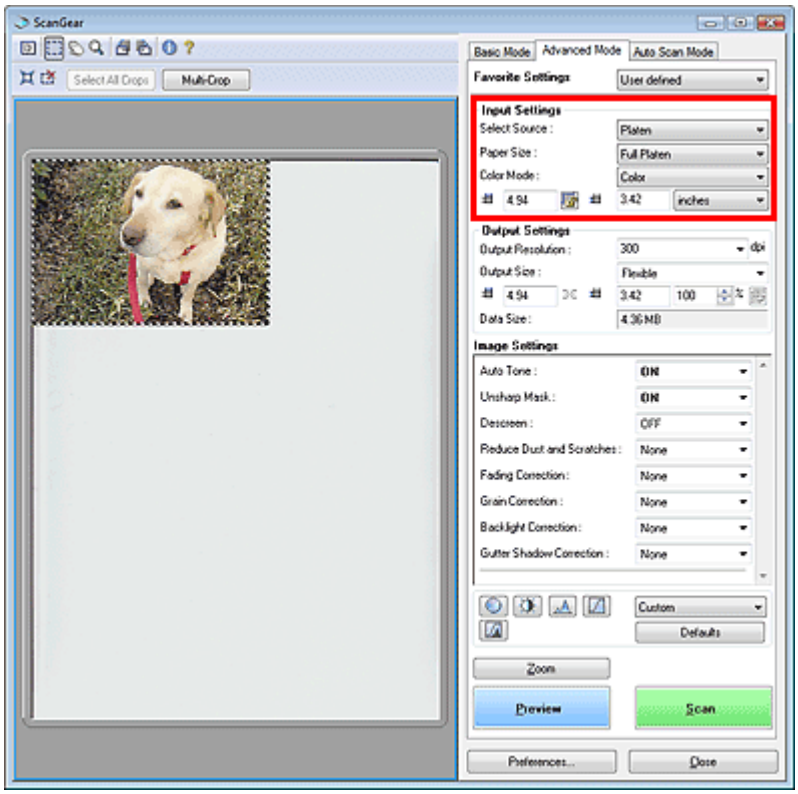
  - See "Adjusting Cropping Frames" for details on cropping frames.

Related Topic

▶ Scanning in Advanced Mode

Page top

Input Settings



Input Settings allows you to set the following items:

- **Select Source**

  The type of document to be scanned is displayed.

- **Paper Size**

  Select the size of the document to be scanned.
  When you select a size, the Preview area size changes accordingly.

Important

- Some applications have a limit to the amount of scan data they can receive. ScanGear (scanner driver) can scan data that is of:
  - 21000 pixels x 30000 pixels or less
  - 10000 pixels x 30000 pixels or less (in 48 bit color)
- If you change Paper Size after previewing, the preview image will be deleted.

Note

- If you are not sure which size you should select for Paper Size, set Paper Size to Full Platen, then measure the size of the document and enter the values into (Width) and (Height).

- **Color Mode**

  Select how to scan the document.

  - **Color**

    Select this mode to scan color documents or to create color images. This mode renders the image in 256 levels (8 bit) of R(ed), G(reen), and B(lue).

  - **Color(48bit)**

    Select this mode to scan color photos. This mode renders the image in 65536 levels (16 bit) of R(ed), G(reen), and B(lue).

  - **Grayscale**

    Select this mode to scan black and white photos, or to create black and white images. This mode renders the image in 256 levels (8 bit) of black and white.

- **Black and White**

  Select this mode to scan photos and other documents in black and white. This mode renders the image in black and white. The contrast in the image is divided at certain levels (threshold level) into black and white and is rendered in two colors. The threshold level can be set with (Threshold).

Important

- Color(48bit) is displayed only when the Enable 48/16 bit Output is selected on the Scan tab in the Preferences dialog box.
  Scan Tab

- **Input Size**

The Paper Size is displayed before preview. After preview, the cropping frame size is displayed.

You can adjust the cropping frame (scan area) size by entering the values into (Width) and (Height).

Click (Keep Aspect Ratio) and change it to (Locked) to maintain the aspect ratio when you specify the cropping frame size.

Important

- Input size settings are available only when Output Size in Output Settings is Flexible. If you select a size other than Flexible, a cropping frame calculated from Output Size and Output Resolution is displayed, and its aspect ratio is fixed.

Note

- The values you can enter will be within the range of the selected document size. The minimum size is 96 pixels x 96 pixels when Output Resolution is 600 dpi and Enlarge/Reduce is 100%.
- When Auto Crop is performed, the aspect ratio will not be maintained since the size will be prioritized.
- See "Adjusting Cropping Frames" for details on cropping frames.

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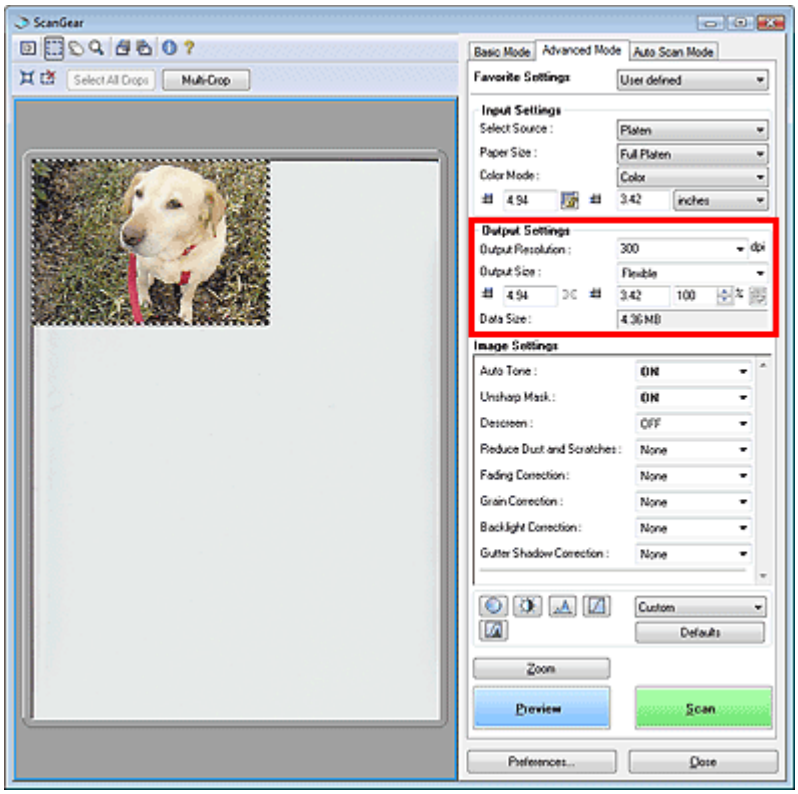
Output Settings



Output Settings allows you to set the following items:

- **Output Resolution**

  Select the resolution to scan at.
  The higher the resolution (value), the more detail in your image.
  Select a resolution from the options displayed by clicking the button, or enter a value within the range of 25 dpi to 19200 dpi (in 1 dpi increments).

  Note

  - See "Resolution" for details.

- **Output Size**

  Select an output size.
  Select Flexible to set custom sizes or select a size for printing or displaying. Select Add/Delete... to set custom size and save it as a new output size option.

  - **Flexible**

    You can specify the output resolution and scale, and adjust the cropping frame. When no cropping frame is displayed, the entire Preview area will be scanned. When a cropping frame is displayed, the portion within the cropping frame will be scanned.

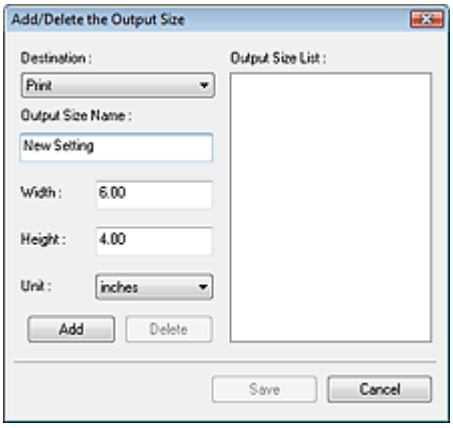
    To enlarge/reduce the scanned image, enter values into (Width) and (Height) in Output Settings or specify a value (by 1%) for %. The maximum value available for % depends on the Output Resolution. % can be specified for up to 19200 dpi (the maximum available output resolution).

  - **Paper Size (L, etc.) & Monitor Size (1024 x 768 pixels, etc.)**

    Width, height and scale cannot be specified. The preview image will be cropped according to the selected output size and resolution. The portion within the cropping frame will be scanned at the size of the selected paper/monitor size. You can drag the cropping frame to enlarge, reduce or move it while maintaining the aspect ratio.

  - **Add/Delete...**

    Open the Add/Delete the Output Size dialog box, in which you can save/delete custom output sizes.



In the Add/Delete the Output Size dialog box, you can specify multiple output sizes and save them at one time. Saved items appear in the Output Size list along with the predefined items.

Add

To add a size, select Print or Image display for Destination, then enter Output Size Name, Width, and Height then click Add. The name of the added size appears in Output Size List.
Click Save to save all the added items. Click Cancel to cancel all items that were added after you opened the Add/Delete the Output Size dialog box.

Delete

To delete an item, select it in Output Size List and click Delete. The deleted items will disappear from Output Size List.
When you click Save, the items that disappeared from Output Size List will be deleted. When you click Cancel, they will not be deleted.

Important

- You cannot delete predefined output sizes such as A4 and 1024 x 768 pixels.

Note

- Save up to 10 output sizes to Output Size List for each destination.
- An error message appears when you enter a value outside the setting range. Enter a value within the range displayed in the message.
- Unit varies by Destination. For Print, select mm or inches. For Image display, the unit is pixels.

Note

- See "Adjusting Cropping Frames" for details on cropping frames.
- Whether or how the cropping frame is initially displayed on a preview image can be specified on the Preview tab of the Preferences dialog box. See Cropping Frame on Previewed Images in "Preview Tab."

- **(Switch Aspect Ratio)**

Rotate the cropping frame 90 degrees. Click again to return it to the original orientation.

- **Data Size**

An image file is created when the preview image is scanned. Its size when saved in BMP format is displayed.

Note

- When the file size is 100 MB or more, the value appears in red. In that case, a warning message appears when you click Scan. It is recommended that you change each settings to set Data Size 99 MB or less, and than scan.

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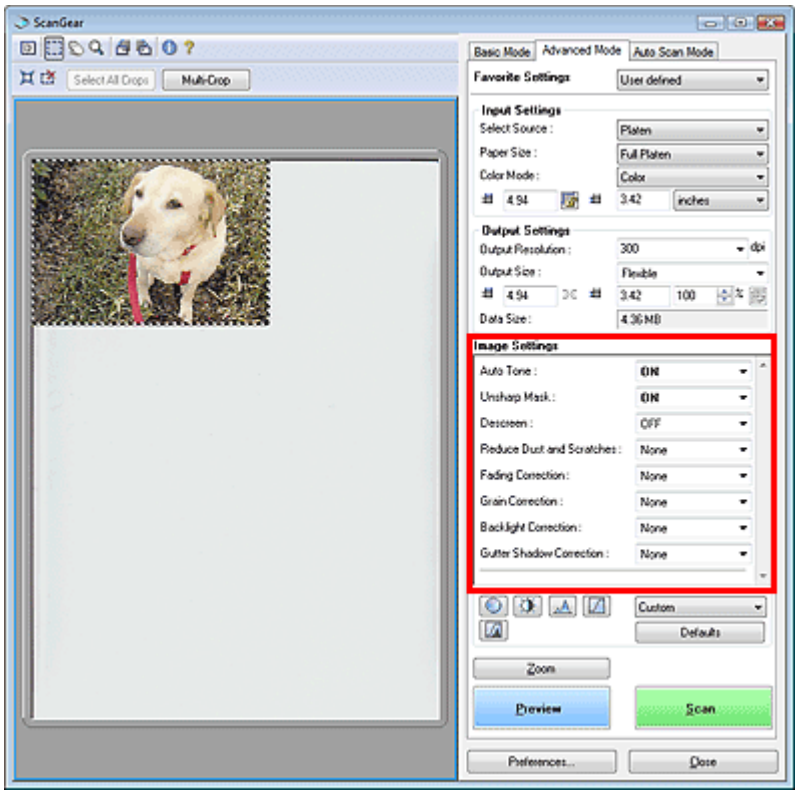
Image Settings



Important

- Do not apply these functions to images without moire, dust/scratches or faded colors. The color tone may be adversely affected.
- Selectable settings depend on color mode settings.
- Scanning may take longer when you use Image Settings.
- Image correction results may not be reflected in the preview image.

Image Settings allows you to set the following items:

- **Auto Tone**

  When this is set to ON, the brightness of the specified portion of the image is automatically optimized. The result of the color adjustment will be reflected in the entire image. This setting is ON by default.

  Important

  - You can set Auto Tone after preview.
  - You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.
  - When you click Multi-Crop, this setting turns to ON and you cannot change it.

  Note

  - When previewing or scanning images with consistent color tone (such as the sky), the color tone may change from the source image due to the Auto Tone function. In that case, set Auto Tone to OFF.

- **Unsharp Mask**

  When this is set to ON, the outline of the subjects is emphasized to sharpen the image. This setting is ON by default.

- **Descreen**

  Printed photos and pictures are displayed as a collection of fine dots. Moire is a phenomenon where dots may interfere with each other and cause uneven gradation and a stripe pattern in the image. Descreen is the function for reducing this moire effect. This setting is OFF by default.

  Note

- Even if Descreen is set to ON, some moire effects may remain if Unsharp Mask is set to ON. In that case, set Unsharp Mask to OFF.
- Selecting Magazine(Color) in Select Source in Basic Mode has the same effect as setting Descreen to ON in Advanced Mode.

- **Reduce Dust and Scratches**

  Scanned photos may contain white dots caused by dust or scratches. Use this function to reduce such noise. This setting is None by default.

  - **None**

    Dust and scratches will not be reduced.

  - **Low**

    Select this to reduce small dust particles and scratches. Large ones may remain.

  - **Medium**

    It is recommended that you normally select this setting.

  - **High**

    Select this to reduce small/large dust particles and scratches. Evidence of the reduction process may remain and may also remove delicate parts of the image.

Important

- This function may not be effective for some types of photos.

Note

- It is recommended that you select None when scanning printed materials.

- **Fading Correction**

  Use this function to correct photos that have faded with time or have a colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors. This setting is None by default.

  - **None**

    Fading correction will not be applied.

  - **Low**

    Select this to correct a small amount of fading and colorcast.

  - **Medium**

    It is recommended that you normally select this setting.

  - **High**

    Select this to correct a large amount of fading and colorcast. This can affect the tone of the image.

Important

- You can set Fading Correction after preview.
- Fading Correction may not be effective if the scan area is too small.
- You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.
- When you click Multi-Crop, this setting turns to None and you cannot change it.

- **Grain Correction**

  Use this function to reduce graininess (roughness) in photos taken with high-speed or sensitized film. This setting is None by default.

  - **None**

    Graininess will not be reduced.

  - **Low**

    Select this when the photo is slightly grainy.

  - **Medium**

    It is recommended that you normally select this setting.

  - **High**

    Select this when the photo is very grainy. This can affect the gradation and sharpness of the

image.

Important

- Grain Correction may not be effective if the scan area is too small.

- **Backlight Correction**

  Use this function to correct photos that have been shot against light.
  When you change the Backlight Correction setting, the result will be reflected in the preview image.

  - **None**

    Backlight correction will not be applied.

  - **Low**

    Select this to correct slightly backlit photos. This will not affect the image contrast.

  - **Medium**

    It is recommended that you normally select this setting.

  - **High**

    Select this to correct strongly backlit photos. This can affect the image contrast.

Important

- You can set Backlight Correction after preview.
- You can set this setting when Recommended is selected on the Color Settings tab of the Preferences dialog box.
- Backlight Correction may not be effective if the scan area is too small.
- When you click Multi-Crop, you cannot change this setting.

Note

- Noise patterns may appear when Backlight Correction is applied. Applying Grain Correction and setting Unsharp Mask to OFF may reduce the noise patterns.

- **Gutter Shadow Correction**

  Use this function to correct shadows that appear between pages when scanning open booklets.
  When you set the Gutter Shadow Correction setting in the preveiw image, the result will be reflected.
  Preview the effects before scanning, as results vary depending on the type of document and how it is pressed.
  Unclear or blurred text/lines caused by curved pages are not corrected.

  - **None**

    Gutter shadow will not be corrected.

  - **Low**

    Select this when the effect level is too strong with the medium setting.

  - **Medium**

    It is recommended that you normally select this setting.

  - **High**

    Select this when the effect level is too weak with the medium setting.

Important

- Do not place items that weigh 4.4 lbs (2.0 kg) or more on the Platen. Also, do not press on the document with a force exceeding 4.4 lbs (2.0 kg). If you press heavily, the scanner may not work correctly or you might break the glass.
- When you click Multi-Crop, this setting is not available. Click Reset then change the setting.
- Align the document with the edge of the Platen. If not, the shadow will not be corrected properly.

- Shadows may not be corrected properly depending on the document. If the page background is not white, shadows may not be detected correctly or may not be detected at all.
- While scanning, press down on the spine with the same amount of pressure you used to preview the scan. If the binding part is not even, the shadow will not be corrected properly.

How to place the document depends on your model and the document to be scanned.

Note

- Cover the document with black cloth if white spots, streaks, or colored patterns appear in scan results due to ambient light entering between the document and the Platen.
- If the shadow is not corrected properly, adjust the cropping frame on the preview image.
  Adjusting Cropping Frames

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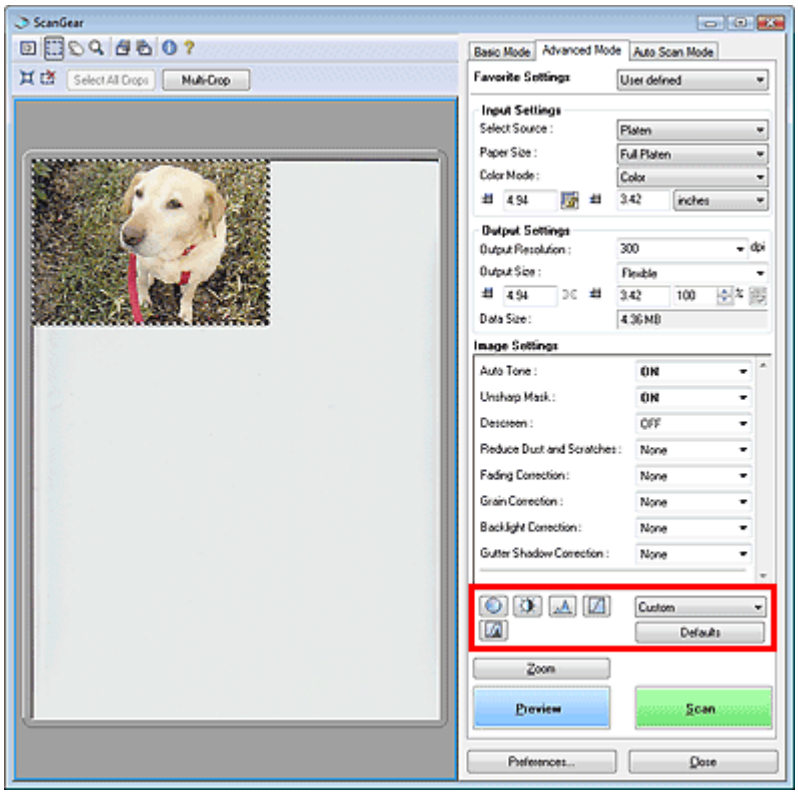
Color Adjustment Buttons



The Color Adjustment Buttons allow you to make fine corrections to the image brightness and color tones. You can adjust the image's overall brightness or contrast, and adjust its highlight and shadow values (histogram) or balance (tone curve).

Important

- The Color Adjustment Buttons are not available when you apply Multi-Crop or when you select Color Matching on the Color Settings tab of the Preferences dialog box.
- Selectable settings depend on color mode settings.

Note

- When you adjust the image via the Color Adjustment Buttons, the results will be reflected in the preview image.

Click a Color Adjustment Button to set the following items:

- **(Saturation/Color Balance)**

  Adjust the vividness and color tone of the image. Use this function to brighten colors that have faded with time or due to colorcast. Colorcast is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

  ➡ Adjusting Saturation and Color Balance

- **(Brightness/Contrast)**

  Adjust the brightness and contrast of the image. If the image is too dark or too bright, or if the image quality is flat due to lack of contrast, you can adjust the levels of brightness and contrast.

  ➡ Adjusting Brightness and Contrast

- **(Histogram)**

  A histogram allows you to see the data concentration at each brightness level of an image. You can specify the darkest level (shadow) and brightest level (highlight) within an image, cut the levels and expand the middle of the tonal range of the image.

  ➡ Adjusting Histogram

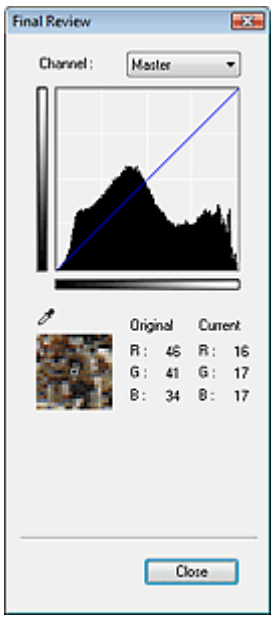
- **(Tone Curve Settings)**

  Adjust the brightness of an image by selecting the type of graph (tone curve) showing the balance of

tone input and output. You can make fine adjustments to the brightness of a specific area.
Adjusting Tone Curve

- **(Final Review)**

  Make a final check of color adjustments. The final synthesized tone curve and the histogram derived from the subsequent image processing will be displayed. There are no settings to make in this screen.



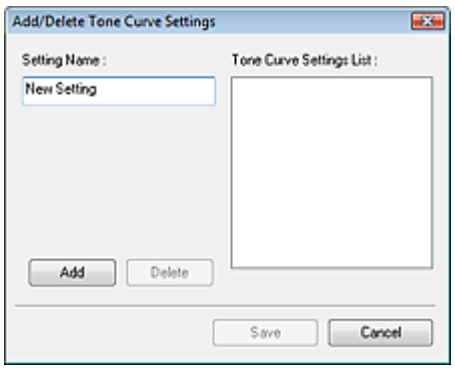
  - For a color image, select a color in Channel to check either Red, Green or Blue, or select Master to check three colors together.
  - If you place the cursor on the preview image, the portion will be enlarged and its RGB values (only K when Color Mode is Grayscale) before and after the adjustments will be displayed.

- **(Threshold)**

  Set the boundary (threshold) at which black and white are divided. By adjusting the threshold level, you can sharpen text in a document or reduce show-through in newspapers.
Setting Threshold

- **Custom**

  You can name and save a set of tone curve and threshold settings created with the Color Adjustment Buttons.
  Select Add/Delete... from the pull-down menu. When Color Mode is set to anything but Black and White, the Add/Delete Tone Curve Settings dialog box opens. When Color Mode is Black and White, the Add/Delete Threshold Settings dialog box opens.



  Enter Setting Name and click Add. The name appears in Tone Curve Settings List or Threshold Settings List.

  Click Save to save.

  You can load and apply the saved tone curve/threshold settings to a preview image. To load the settings, select the saved item from the pull-down menu.

  To delete an item, select it in Tone Curve Settings List or Threshold Settings List and click Delete.

Note

- Save up to 20 items.

- **Defaults**

  Reset all adjustments (saturation/color balance, brightness/contrast, histogram and tone curve).

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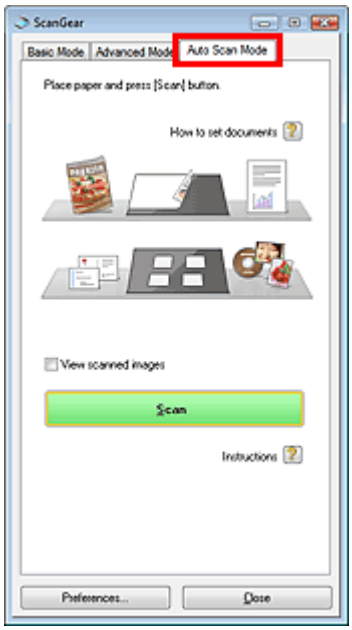
Auto Scan Mode Tab

This mode allows you to scan easily by simply placing documents on the Platen and clicking a button.

In Auto Scan Mode, documents are automatically detected. You do not need to specify cropping frames or make image corrections.



- **Supported Documents**

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

  Important

  - The following types of documents cannot be scanned correctly.
    In that case, specify the document type on the Basic Mode tab or the Advanced Mode tab and scan again.
    - Documents other than photos, Hagaki, business cards, magazines, newspapers, text documents and CD/DVD
    - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
    - Documents printed on thin white paper
    - Wide documents such as panoramic photos

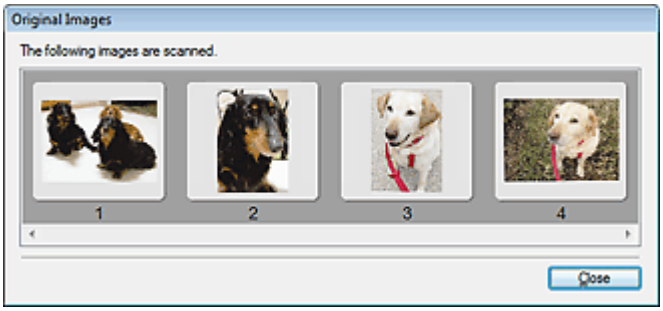
    ➡ Scanning in Basic Mode
    ➡ Scanning in Advanced Mode
  - Reflective CD/DVD labels may not be scanned properly.
  - Place documents correctly according to the type of document to be scanned. Otherwise, documents may not be scanned correctly.
    See "Placing Documents" for details on how to place documents.
  - Scan from the Basic Mode Tab or Advanced Mode Tab to reduce moire.

- **How to set documents**

  Placing Documents appears.

- **View scanned images**

  Select this checkbox to display the thumbnails of scanned images in a different window.



- **Scan**

  Scanning starts.

  Note

  - When scanning starts, the progress will be displayed. Click Cancel to cancel the scan.
  - When scanning is completed, a dialog box prompting you to select the next action may open. Follow the prompt to complete. For details, see Status of ScanGear dialog after scanning in "Scan Tab" (Preferences dialog box).

- **Instructions**

  This page appears.

- **Preferences...**

  The Preferences dialog box opens and you can make scan/preview settings.

  Preferences Dialog Box

- **Close**

  Close ScanGear (scanner driver).

Related Topic

Scanning in Auto Scan Mode

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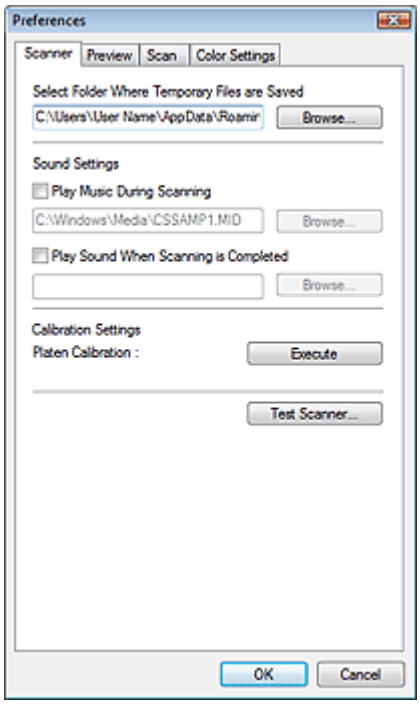
Preferences Dialog Box

Click Specify... in the ScanGear (scanner driver) screen to open Preferences dialog box.

In the Preferences dialog box, you can make advanced settings to ScanGear (scanner driver) functions via the Scanner, Preview, Scan and Color Settings tabs.



Scanner Tab

Allows you to specify a folder to save images temporarily and a music file to play during or at the end of a scan.

➡ Scanner Tab

Preview Tab

Allows you to select what to do with Preview when ScanGear (scanner driver) is started and how to display cropping frames after previewing images.

➡ Preview Tab

Scan Tab

Allows you to select what to do with ScanGear (scanner driver) after scanning images.

➡ Scan Tab

Color Settings Tab

Allows you to select how to adjust color, enable/disable Auto Tone, and specify the monitor gamma value.

➡ Color Settings Tab

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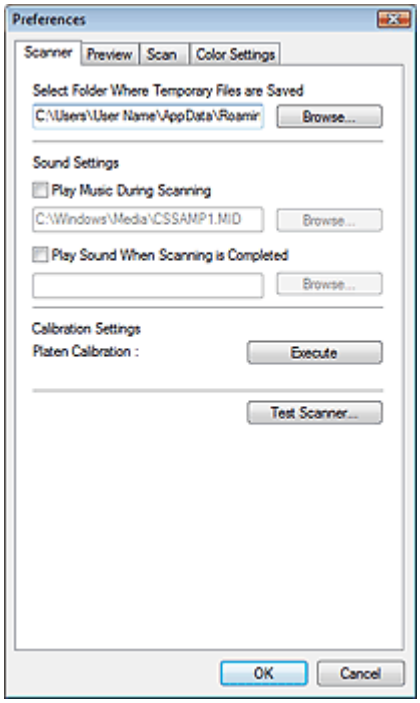
Scanner Tab

On the Scanner tab, you can specify the following settings.



- **Select Folder Where Temporary Files are Saved**

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

- **Sound Settings**

  You can set the machine to play music during/at the end of a scan.
  Select the Play Music During Scanning or Play Sound When Scanning is Completed checkbox, then click Browse... and specify a sound file.
  You can specify the following files.
  MIDI file (*.mid, *.rmi, *.midi)
  Audio file (*.wav, *.aif, *.aiff)
  MP3 file (*.mp3)

- **Calibration Settings**

  Click OK to start the calibration. The scanner will be calibrated to reproduce correct color tones in scanned images.
  Perform calibration when the color tone of the preview image is significantly different from the source document, or when colors appear in white portions.

- **Test Scanner...**

  Scanner Diagnostics dialog box opens and you can start the scanning test.
  Click Start to start scanner diagnostics.

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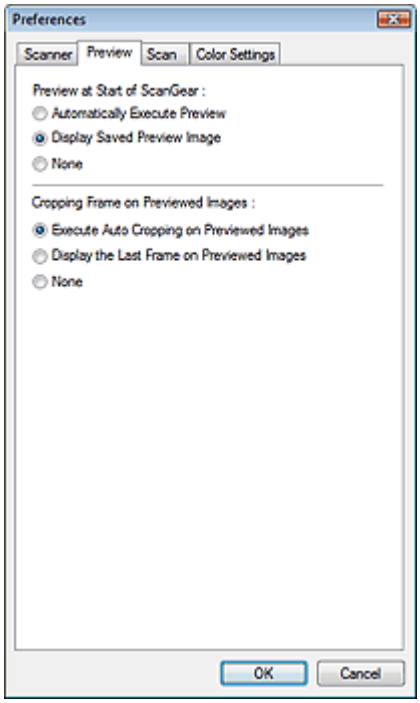
Preview Tab

On the Preview tab, you can specify the following settings.



- **Preview at Start of ScanGear**

  Select what to do with Preview when ScanGear (scanner driver) is started. Display Saved Preview Image is selected by default.

  - **Automatically Execute Preview**

    ScanGear (scanner driver) will automatically start previewing at startup.

  - **Display Saved Preview Image**

    The previously previewed image will be displayed.
    The Color Adjustment Button settings, the Toolbar settings, and the Advanced Mode settings are also saved.

  - **None**

    No preview image will be displayed at startup.

Note

- Select None if you do not want to save the preview image.

- **Cropping Frame on Previewed Images**

  Select how to display cropping frames after previewing images. Execute Auto Cropping on Previewed Images is selected by default.

  - **Execute Auto Cropping on Previewed Images**

    The cropping frame will automatically be displayed in the document size after previewing.

  - **Display the Last Frame on Previewed Images**

    A cropping frame of the same size as the last used cropping frame will be displayed after previewing.

  - **None**

    No cropping frame will be displayed after previewing.

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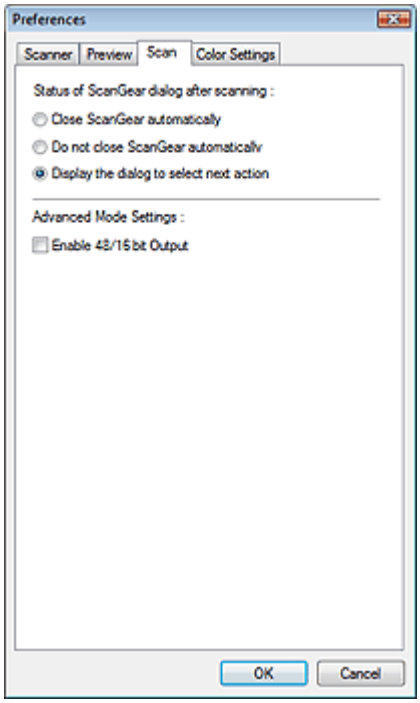
Scan Tab

On the Scan tab, you can specify the following settings.



- **Status of ScanGear dialog after scanning**

  Select what to do with ScanGear (scanner driver) after scanning images. Display the dialog to select next action is selected by default.

  - **Close ScanGear automatically**

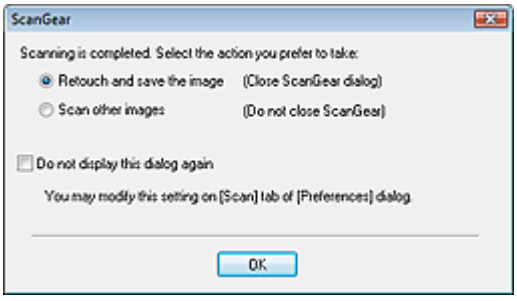
    Select this to return to the original application when scanning is completed.

  - **Do not close ScanGear automatically**

    Select this to return to the ScanGear (scanner driver) screen for another scan when scanning is completed.

  - **Display the dialog to select next action**

    Select this to open a dialog box and select what to do when scanning is completed.

Note

- Even if Do not close ScanGear automatically or Display the dialog to select next action is set, some applications may not support it.

- **Advanced Mode Settings**

  Select the Enable 48/16 bit Output checkbox to display Color(48bit) in Color Mode on the Advanced Mode tab. This checkbox is not selected by default.

Note

- When Color(48bit) is selected for Color Mode, deselecting this checkbox changes Color(48bit) to Color.

- Some applications cannot receive images scanned in Color(48bit) or may close when such images are received.

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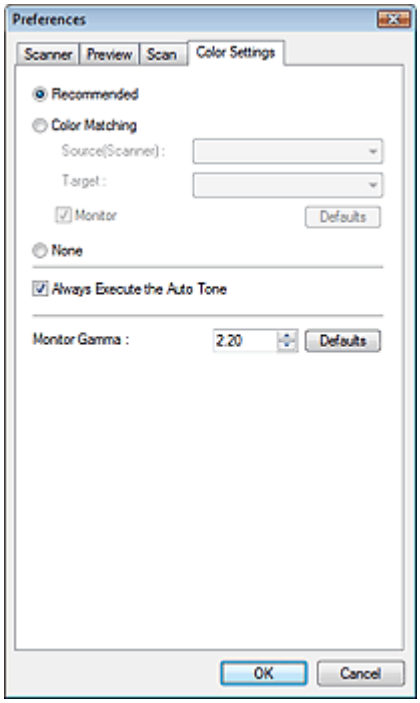
Color Settings Tab

On the Color Settings tab, you can specify the following settings.



- **Color Adjustment**

  Select either of the following. Recommended is selected by default.
  This function is available when Color Mode is Color, Color(48bit) or Grayscale.

  - **Recommended**

    Select this to vividly reproduce the tone of a document on the screen. It is recommended that you normally select this setting.

  - **Color Matching**

    Select this to automatically match the scanner, monitor and color printer colors, thus reducing time and trouble to manually match the monitor and printer colors.
    Color Adjustment Buttons will be disabled.
    This function is available when Color Mode is Color or Color(48bit).
    - Source(Scanner): Select scanner profile.
    - Target: Select target profile.
    - Monitor: Select this to display preview image with optimum correction for monitor.
    - Defaults: Returns to the default Color Matching settings.

  - **None**

    Select this to disable color correction provided by ScanGear (scanner driver).

Note

- Color Matching is available when ScanGear (scanner driver), monitor, color management-compliant application (such as Photoshop) and printer are set up correctly.
  Refer to the corresponding manual for the monitor, printer and application settings.

- **Always Execute the Auto Tone**

  Select this checkbox to always apply Auto Tone to scanned images. This checkbox is selected by default.

Important

- This function is available when Color Mode is Color, Color(48bit) or Grayscale.
- You cannot select this setting when None or Color Matching is selected on the Color Settings tab.

Note

- When previewing or scanning images with plain backgrounds, the color tone may change from the source image due to the Auto Tone function. In that case, deselect the Always Execute the Auto Tone checkbox.

- **Monitor Gamma**

  By setting the gamma value of a monitor (display), you can adjust the input data to the brightness characteristics of the monitor. Adjust the value if your monitor's gamma value does not match the default value set in ScanGear (scanner driver), and the colors of the original image are not accurately reflected in the monitor.
  Click Defaults to return to the default Monitor Gamma value (2.20).

  Note

  - Refer to the manual of your monitor to check its gamma value. If it is not written in the manual, contact the manufacturer.

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Useful Information on Scanning

- **Adjusting the cropping frame (scan area)**

  Adjusting Cropping Frames
- **Selecting the best resolution**

  Resolution
- **Learning about file formats**

  File Formats
- **Learning about Color Matching**

  Color Matching
- **Matching the colors between the document and monitor**

  See Monitor Gamma in the following section.
  Color Settings Tab

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Adjusting Cropping Frames

You can specify the scan area by creating a cropping frame on the image displayed in the Preview area. When you click Scan, only the portion within the cropping frame will be scanned and passed to the application.

You can create two or more cropping frames. When you click Scan, all cropping frames will be scanned. (Scan is repeated for each cropping frame.)

Important

- You cannot create additional cropping frames when you used Multi-Crop in ScanGear's Advanced Mode.

Cropping frame types

(1) Focus Cropping Frame (rotating thick broken lines)

The settings in Basic Mode or Advanced Mode will be applied.

(2) Selected Cropping Frame (stationary thick broken lines)

The settings will be applied to the Focus Cropping Frame and Selected Cropping Frames simultaneously. You can select multiple cropping frames by clicking them while pressing the Ctrl key.

(3) Unselected Cropping Frame (stationary thin broken lines)

The settings will not be applied.

Initial cropping frame

A cropping frame (Focus Cropping Frame) is displayed automatically around the preview image according to the document size. You can also create a cropping frame by dragging the mouse in the Preview area.

Adjusting a cropping frame

The cursor will change into ↔ ↕ ↘ ↗ when it is positioned over a cropping frame. If you click and drag the mouse in the direction of the arrow, the cropping frame will expand or contract accordingly.

The cursor will change into ✣ when it is positioned within a cropping frame. Click and drag the mouse to move the entire cropping frame.

You can rotate a cropping frame 90 degrees by clicking (Switch Aspect Ratio). However, (Switch Aspect Ratio) is not available when Output Size is Flexible.

In Advanced Mode, you can specify the cropping frame size by entering the values into (Width) and

(Height) in Input Settings.

Note

- Cropping frames are set according to the document size (Auto Crop) by default. For details, see Cropping Frame on Previewed Images in " Preview Tab" (Preferences dialog box).

Creating multiple cropping frames

Click and drag the mouse in a space outside the existing cropping frame to create a new cropping frame in the Preview area. The new cropping frame will be the Focus Cropping Frame, and the old cropping frame will be the Unselected Cropping Frame.

You can create multiple cropping frames and apply different scan settings to each cropping frame.

You can select multiple cropping frames by clicking them while pressing the Ctrl key.

If you select multiple cropping frames and change the settings on a tab at the right of ScanGear (scanner driver), the settings will be applied to all the selected cropping frames.

When you create a new cropping frame, it retains the settings of the latest cropping frame.

Note

- Create up to 10 cropping frames.
- Scanning takes longer than usual when multiple cropping frames are selected.

Deleting cropping frames

To delete a cropping frame, select it and click (Remove Cropping Frame) on the Toolbar. Alternatively, press the Delete key.

When there are multiple cropping frames, all the selected cropping frames (Focus Cropping Frame and Selected Cropping Frames) are deleted simultaneously.

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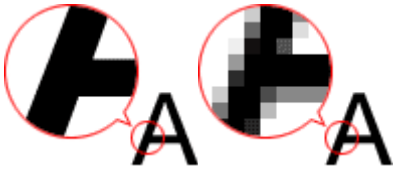
Resolution

What is Resolution?

The data in the image you have scanned is a collection of dots carrying information about brightness and color. The density of these dots is called "resolution", and resolution will determine the amount of detail your image contains. The unit of resolution is dots per inch (dpi). Dpi is the number of dots per square inch (2.54 cm square).

The higher the resolution (value), the more detail in your image; the lower the resolution (value), the less detail.



Setting the Resolution in MP Navigator EX

In MP Navigator EX, you can specify the resolution with Scanning Resolution in the Scan Settings dialog box.

Images for Printing

Images to be printed should be scanned at a resolution that corresponds to the resolution of the printer.

For example, if you want to print using a 600 dpi black and white printer, you should set the resolution to 600dpi.

With a color printer, specifying the resolution at half the resolution of the printer should be fine. For example, if you want to print scanned paper/photos using a 600 dpi color printer, you should set the resolution to 300dpi. However, with a high-resolution printer, printing takes longer than usual if you set the resolution to half the resolution of the printer.

Example of Appropriate Resolution when Printing to Scale

If you print a document at twice the size both vertically and horizontally, the resolution of the document will be reduced by half. If the resolution of the original document is 300 dpi, the resolution of the enlarged document will be 150 dpi. If you print the document with a 600 dpi color printer, the lack of detail in the image may be obvious. In that case, if you scan at the Scanning Resolution of 600 dpi, the resolution will be 300 dpi even if you double the size of document and you can print the document with sufficient quality. Conversely, if you print a document at half scale, it should be sufficient to scan at half the resolution.

When Printing Color Photos at Twice the Size

Document resolution: 300 dpi Scanning resolution: 600 dpi Scale: 200%	Print at twice the size Scanning resolution/actual scanning resolution: 600 dpi	Printing resolution: 300 dpi

Setting the Resolution in ScanGear (Scanner Driver)

In ScanGear, you can specify the resolution with Output Resolution in Output Settings on the Advanced Mode tab.

Example of Appropriate Resolution when Printing to Scale

The scanning resolution is automatically set so that the value set in Output Resolution will be the resolution of the scanned image. If you set Output Resolution to 300 dpi and scan at twice the size, the document will be automatically scanned at 600 dpi, and the resolution of the scanned image will be 300 dpi. You can print the document with sufficient quality using a 600 dpi color printer.

When Printing L Size (8.9 cm x 12.7 cm) Photos at Twice the Size

Document resolution: 300 dpi Output resolution: 300 dpi Scale: 200%	Scan at twice the size Actual scanning resolution: 600 dpi	Image resolution/printing resolution: 300 dpi

Appropriate Resolution Settings

Set the resolution according to the use of the scanned image.

For displaying on a monitor: 150 dpi

For printing: 300 dpi

When Output Size is set to Flexible in ScanGear's Advanced Mode (Select Source is Platen and the scale is 100%):

Document	Use	Color Mode	Output Resolution
Color photo	Copying (Printing)	Color	300 dpi
	Creating a postcard	Color	300 dpi
	Saving to a computer	Color	75 dpi - 300 dpi
	Using on a website or attaching to e-mail	Color	75 dpi - 150 dpi
Black and white photo	Saving to a computer	Grayscale	75 dpi - 300 dpi
	Using on a website or attaching to e-mail	Grayscale	75 dpi - 300 dpi
Text document	Copying	Color, Grayscale or Black and White	300 dpi
	Attaching to e-mail	Color, Grayscale or Black and White	300 dpi

Note

- Although you can change Output Resolution in ScanGear (scanner driver), it is recommended that you scan at the default value.
- If you double the resolution, the file size quadruples. If the file is too large, the processing speed will slow down significantly, and you will experience inconvenience such as lack of memory. Set the minimum required resolution according to the use of the image.

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File Formats

You can select a file format when saving scanned images. You should specify the most suitable format according to how you want to use the image on which application.

Available file formats vary by application and computer (Windows or Macintosh).

See below for the characteristics of each image file format.

BMP (Standard File Extension: .bmp)

A standard file format for Windows.

BMP is often selected for images that are used only on Windows.

JPEG (Standard File Extension: .jpg)

A file format often used on websites and for digital camera images.

JPEG features high compression rates. JPEG images slightly degrade every time they are saved, and cannot be returned to their original state.

JPEG is not available for black and white images.

Exif (Standard File Extension: .jpeg)

A file format supported by many digital cameras.

It adds information such as the date of image capture, camera model, shutter speed, shooting mode and comments to JPEG files.

The file format version must be Exif 2.2 or later in order to print on a Direct Print compatible printer.

TIFF (Standard File Extension: .tif)

A file format featuring a relatively high compatibility between various computers and applications. (Some TIFF files are incompatible.) TIFF is suitable for editing saved images.

Note

- MP Navigator EX supports the following TIFF file formats.
  - Uncompressed, black and white binary
  - Uncompressed, RGB (8 bits per channel)
  - Uncompressed, YCC (8 bits per component)
  - Grayscale

PDF (Standard File Extension: .pdf)

A file format developed by Adobe Systems. It can be used on various computers and operating systems. Therefore, PDF files can be exchanged between people who use different operating systems, fonts, etc. regardless of the differences.

Note

- Only PDF files created with MP Navigator EX are supported. PDF files created or edited in other applications are not supported.

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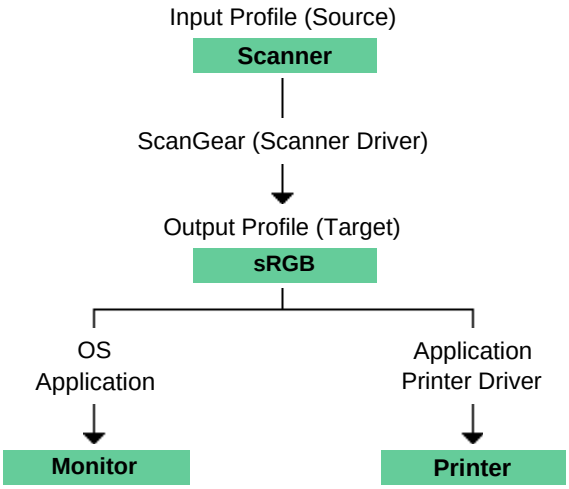
Color Matching

Color Matching adjusts devices as shown below to match the colors of an image displayed on a monitor or a printed image with the colors of the original document.

Example: When sRGB is selected as the output profile (target)



ScanGear (scanner driver) converts the image's color space from the scanner's color space to sRGB. When displaying on a monitor, the image's color space is converted from sRGB to the monitor's color space based on the operation system's monitor settings and the application's working space settings. When printing, the image's color space is converted from sRGB to the printer's color space based on the application's print settings and the printer driver's settings.

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Other Scanning Methods

- **Scanning easily using the buttons on the machine (Scanner Buttons)**
  - Scanning using the Scanner Buttons
- **Setting to start MP Navigator EX when a button on the machine (Scanner Button) is pressed**
  - Scanner Button Settings
- **Using MP Navigator EX to specify how to respond when a Scanner Button is pressed**
  - Scanner Button Settings via MP Navigator EX
- **Scanning with applications other than MP Navigator EX**
  - Scanning from an Application
- **Scanning images via the Control Panel**
  - Scanning using the Control Panel (Windows XP Only)

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Scanning using the Scanner Buttons

There are COPY, SCAN, PDF and E-MAIL buttons on the machine. These buttons are collectively referred to as Scanner Buttons.

You can scan easily by pressing a Scanner Button.

Important

- When you press a Scanner Button, a program selection screen may appear instead of MP Navigator EX. In that case, you will need to set MP Navigator EX as the program to start.
  See "Scanner Button Settings" for details.

1. Place the document on the Platen.

➡Placing Documents

2. Press a button according to what you want to do with the scanned image.

- **COPY button**

  Prints the scanned image. Paper size is set to A4 by default.

  Note

  - Prepare the printer when printing with the COPY button. Refer to the manual of your printer to prepare it.

- **SCAN button**

  Saves the scanned image or opens it in an application.

  Important

  - By default, when the SCAN button is pressed, MP Navigator EX automatically detects the document type. Documents may not be scanned correctly depending on the document type. In that case, specify the document type.
    ➡Scan Dialog Box

- **PDF button**

  Saves the scanned images as PDF files.
  When scanning is completed, a message prompting you to add a page or exit appears.
  To add a page, place the next document on the Platen and click Scan.
  Continue to add the next page.
  To exit, click Exit.
  The scanned images are saved as PDF files.

- **E-MAIL button**

  Starts the e-mail software program selected in the e-mail program selection screen and attaches the scanned image to a new message.

  Important

  - If an e-mail software program is not selected, manually attach the scanned and saved image to e-mail.
  - Refer to the corresponding manual for the printer, application and e-mail program settings.
  - MP Navigator EX is compatible with the following e-mail software programs:
    - Windows Mail (Windows Vista)
    - Outlook Express (Windows XP/Windows 2000)
    - Microsoft Outlook
    - EUDORA
    - Netscape Mail

    (If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

Note

- You can change how MP Navigator EX responds when a Scanner Button is pressed.
  Scanner Button Settings via MP Navigator EX
- When a Scanner Button is pressed and scanning starts, a MP Navigator EX dialog box displaying the scan details opens. Click Cancel while Scanning... appears to change the settings in the MP Navigator EX setting screen.
- By default, the scanned images are saved in the following folders.
  Windows Vista: MP Navigator EX folder in Picture folder
  Windows XP: MP Navigator EX folder in My Pictures folder
  Windows 2000: MP Navigator EX folder in My Pictures folder

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Scanner Button Settings

Set to start MP Navigator EX when a Scanner Button is pressed.

Specifying the Scanner Button settings using MP Navigator EX allows you to scan documents easily.

Scanner Button Settings via MP Navigator EX

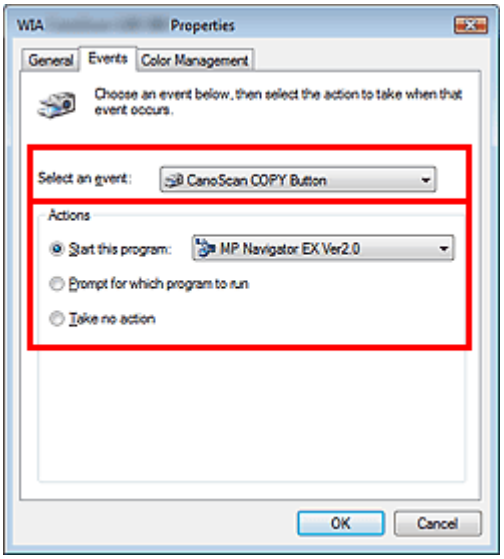
Important

- Log on to an administrator account before making the settings.

1. From the Start menu, select Control Panel > Hardware and Sound > Scanners and Cameras.
2. Select WIA CanoScan (model name), then click Properties.
3. In the User Account Control dialog box, click Continue.
4. In the WIA CanoScan (model name) Properties dialog box, select the Event tab.
5. In Actions on the Event tab, set MP Navigator EX as the application to start.

   Set MP Navigator EX 2.0 for all events in Select an event.

   If MP Navigator EX is already set, click Cancel to end.



6. Click OK.

Windows XP

1. From the Start menu, select Control Panel > Printers and Other Hardware.
2. In the resulting screen, click Scanners and Cameras.
3. Right-click WIA CanoScan (model name), then click Properties.
4. In Actions on the Event tab, set MP Navigator EX as the application to start.

   Set MP Navigator EX 2.0 for all events in Select an event.

   If MP Navigator EX is already set, click Cancel to end.

5. Click OK.

Windows 2000

1. From the Start menu, select Settings > Control Panel.
2. In the resulting screen, click (or double-click) Scanners and Cameras.
3. The Scanners and Cameras Properties dialog box opens. Select WIA CanoScan (model name), then click Properties.
4. Select an event in Scanner events, then set MP Navigator EX 2.0 for Send to this application.

   If MP Navigator EX is already set, click Cancel to end.
5. Click OK.

   Restart the computer.

Important

- The settings are not effective until you restart the computer.

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Scanner Button Settings via MP Navigator EX

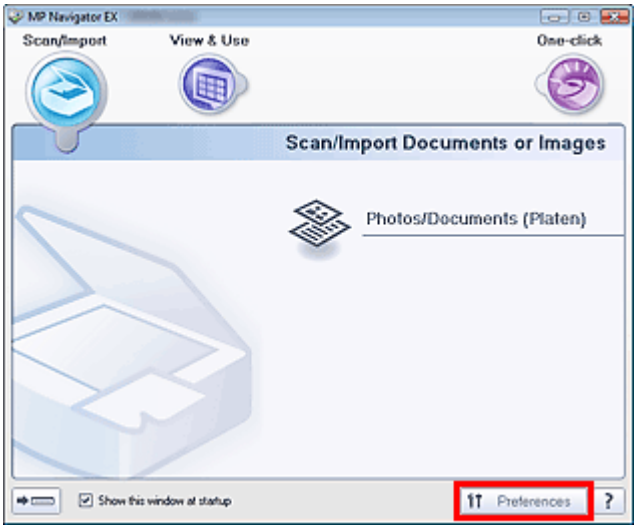
MP Navigator EX enables you to specify the response resulting from pressing the Scanner Buttons on the machine. You can specify the response individually for each event.

1. Start MP Navigator EX

Starting MP Navigator EX

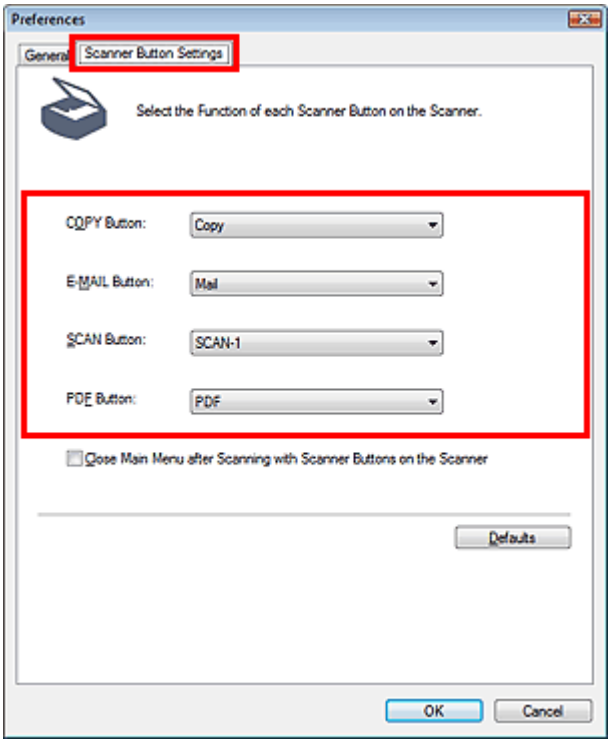
The MP Navigator EX Navigation Mode screen or One-click Mode screen appears.

2. Click Preferences.



The Preferences dialog box opens.

3. Select the Scanner Button Settings tab, then specify a function to assign to each Scanner Button.



Note

- See "Scanner Button Settings Tab" for details.

4. Click OK.

   The operation will be performed according to the settings when you press a Scanner Button on the machine.

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Scanning from an Application

You can scan an image from a TWAIN- or WIA-compliant application and use the image in that application.

The procedure varies depending on the application. The following procedures are examples only.

For details, refer to the application's manual.

Important

- In Windows 2000, you cannot scan using the WIA driver.

Scanning from a TWAIN-compliant application

The following is an example of scanning using ArcSoft PhotoStudio.

1. Place the document on the Platen.

   Placing Documents

2. From the Start menu, select (All) Programs > ArcSoft PhotoStudio 5.5 > PhotoStudio 5.5.

   The ScanGear (scanner driver) screen appears.

3. From the File menu, select Select Source.

   In the Select Source screen, select the machine and click Selection.

4. From the File menu, select Import.

   ScanGear (scanner driver) starts.

   For details on how to scan using ScanGear (scanner driver), see " Scanning in Basic Mode."

Scanning from a WIA driver 2.0-compliant application

The following is an example of scanning using Windows Photo Gallery.

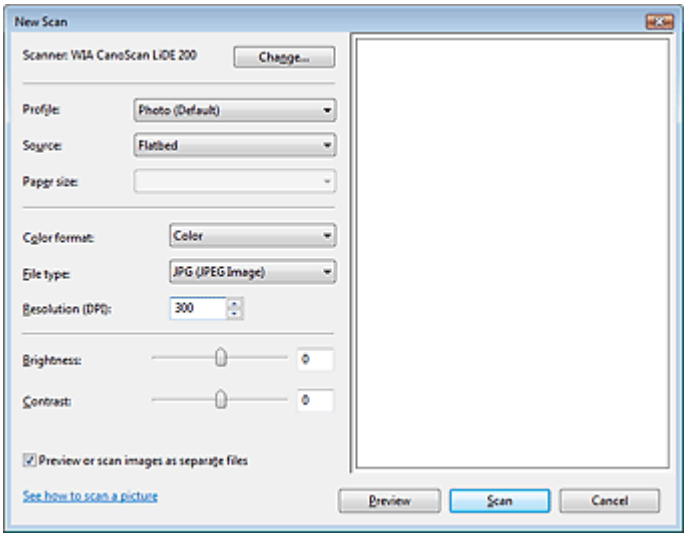
1. Place the document on the Platen.

   Placing Documents

2. In File, click From Scanner or Camera..., then double-click WIA CanoScan (model name).

   The scan setting screen appears.

3. Specify the settings.



- **Scanner**

  The currently set product name is displayed. To change the scanner, click Change... and select the product you want to use.
- **Profile**

  Select Photo (Default) or Documents according to the document to be scanned. To save a new Profile, select Add profile.... You can specify the details in the Add New Profile dialog box.
- **Source**

  Select a scanner type.
- **Paper Size**

  This setting is not available for this machine.
- **Color format**

  Select how to scan the document.
- **Save as type**

  Select a file format from JPEG, BMP, PNG and TIFF.
- **Resolution**

  Enter the resolution. Specify a value between 50 dpi and 600 dpi. 300 dpi is set by default.
  ➡ Resolution
- **Brightness**

  Move the slider to adjust the brightness. Move it to the left to darken and right to brighten the image. You can also enter a value (-100 to 100).
- **Contrast**

  Move the slider to adjust the contrast. Moving it to the left will decrease the contrast of the image, thus softening the image. Moving it to the right will increase the contrast of the image, thus sharpening the image. You can also enter a value (-100 to 100).
- **Preview or scan images as separate files**

  Select this checkbox to preview or scan multiple images as separate files.
- **See how to scan a picture**

  Click to open Windows Help and Support.

4. Click Preview to preview the image.

The preview image appears on the right.

5. Click Scan.

When scanning is completed, the scanned image appears in the application.

Scanning from a WIA driver 1.0-compliant application

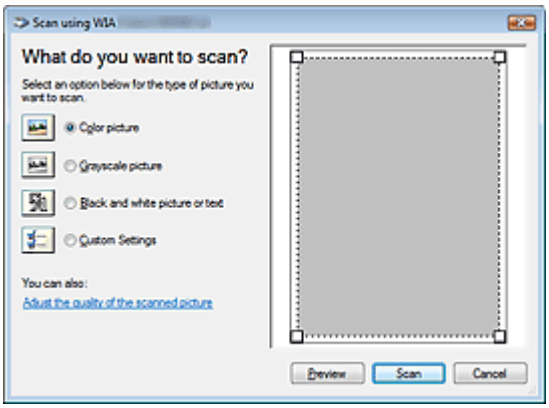
The following is an example of scanning using Paint.

1. Place the document on the Platen.

➡ Placing Documents

2. In File, click From Scanner or Camera.... (Select the command to scan a document in the application.)

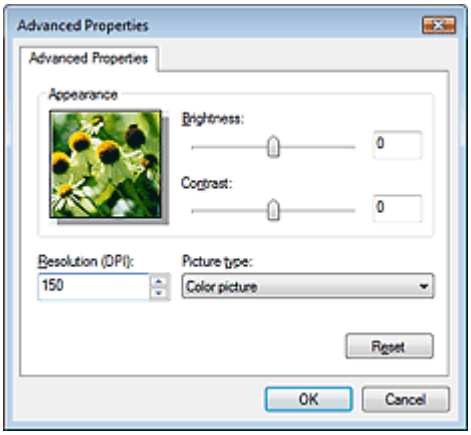
3. Select an image type according to the document to be scanned.



Note

- To scan with the values previously set in Adjust the quality of the scanned picture, select Custom Settings.

4. Click Adjust the quality of the scanned picture and set the preferences as required.



- **Brightness**

  Move the slider to adjust the brightness. Move it to the left to darken and right to brighten the image. You can also enter a value (-127 to 127).

- **Contrast**

  Move the slider to adjust the contrast. Moving it to the left will decrease the contrast of the image, thus softening the image. Moving it to the right will increase the contrast of the image, thus sharpening the image. You can also enter a value (-127 to 127).

- **Resolution**

  Enter the resolution. Specify a value between 50 dpi and 600 dpi.
  ➡ Resolution

- **Picture type**

  Select the type of scan you want for your document.

- **Reset**

  Click to restore the original settings.

5. Click Scan.

When scanning is completed, the scanned image appears in the application.

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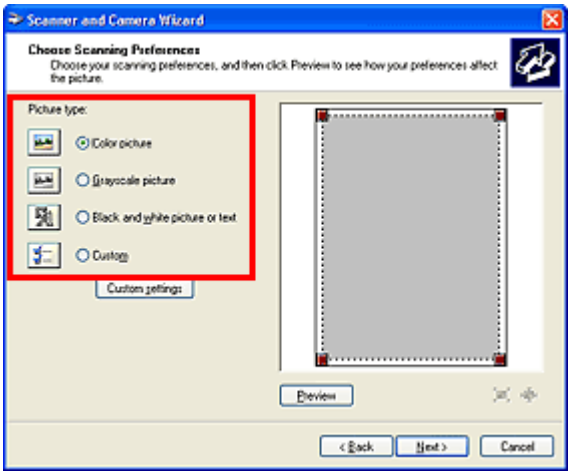
Scanning using the Control Panel (Windows XP Only)

You can scan images via the Control Panel of Windows XP using the WIA driver.

Windows Image Acquisition (WIA) is a driver model implemented in Windows XP. It allows you to scan documents without using an application. Scan documents from a TWAIN-compliant application to specify advanced settings for scanning.

1. From the Start menu, select Control Panel.
2. Click Printers and Other Hardware > Scanners and Cameras, then double-click WIA CanoScan (model name).

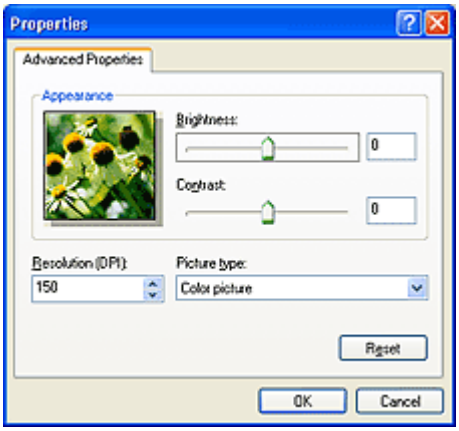
   The Scanner and Camera Wizard dialog box opens.
3. Click Next.
4. Select Picture type according to the document to be scanned.



Note

- To scan with the values previously set in Custom Settings, select Custom.

5. Click Custom Settings to set the preferences as required.



- **Brightness**

  Move the slider to adjust the brightness. Move it to the left to darken and right to brighten the image. You can also enter a value (-127 to 127).
- **Contrast**

  Move the slider to adjust the contrast. Moving it to the left will decrease the contrast of the image, thus softening the image. Moving it to the right will increase the contrast of the image, thus sharpening the image. You can also enter a value (-127 to 127).

- **Resolution**

  Enter the resolution. Specify a value between 50 dpi and 600 dpi.
  Resolution
- **Picture type**

  Select the type of scan you want for your document.
- **Reset**

  Click to restore the original settings.

6. Click Preview to preview the image.

The preview image appears on the right. Drag to specify the scan area.

7. Click Next and follow the instructions.

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Troubleshooting

This section provides solutions to problems you may encounter.

Installation Problems
Problems with Scanning
Software Problems
MP Navigator EX Problems

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Installation Problems

The Found New Hardware Wizard or Add Hardware Wizard screen appears when the scanner is connected to a computer
The menu screen does not appear when the *Setup CD-ROM* is inserted
Installation is unsuccessful (Insufficient free hard disk space)
Installation is unsuccessful (Insufficient memory)

Page top

The Found New Hardware Wizard or Add Hardware Wizard screen appears when the scanner is connected to a computer

Check: The machine may have been connected before installing the software programs from the *Setup CD-ROM*.

Disconnect the USB cable from the computer, then click Cancel in the Found New Hardware Wizard or Add Hardware Wizard screen to close it. Then install the software programs from the *Setup CD-ROM*.

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The menu screen does not appear when the *Setup CD-ROM* is inserted

Check 1: Make sure that the CD-ROM is inserted properly.

Reinsert the *Setup CD-ROM*.

Check 2: The auto start function for CD-ROMs may be disabled.

The CD-ROM may not start automatically for some reason. Double-click the Setup icon and start the setup directly.

1. From the Start menu, select Computer.

   (In Windows XP, select My Computer from the Start menu. In Windows 2000, double-click the My Computer icon on the desktop.)

2. Double-click the CD-ROM drive icon, or right-click the CD-ROM drive icon and click Open, then double-click MSETUP4.

Important

- The CD-ROM drive may not be operating correctly if the CD-ROM drive icon does not appear. Contact the manufacturer of the computer. Or, the *Setup CD-ROM* may be damaged. Contact the customer center. (Refer to the printed manual: Quick Start Guide.)

Check 3: The *Setup CD-ROM* may be dusty or dirty. There may be fingerprints on the CD-ROM.

Check 4: Gently dust or wipe off the dirt on the CD-ROM with a soft cloth.

Check 5: Gently wipe fingerprints and other smears from the CD-ROM with a soft cloth or an eyeglass cleaner, being careful not to scratch the CD-ROM.

Check 6: Remove dust and dirt from the CD-ROM drive with a blower brush for a camera lens.

Important

- Do not wipe the CD-ROM drive's sensor directly with a cloth or other materials. It could cause the drive to malfunction and cease to read CD-ROMs.

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Installation is unsuccessful (Insufficient free hard disk space)

Check: Delete unnecessary files to obtain sufficient free hard disk space, then try again.

- From the Start menu, select (All) Programs > Accessories > System Tools > Disk Cleanup to delete unnecessary files in the hard disk drive (C:).
- Select unnecessary files, then right-click a selected file and click Delete. Right-click Rycycle Bin, then click Empty Recycle Bin.
- From the Start menu, select Control Panel (Windows 2000: Settings > Control Panel) > Uninstall a program (Windows XP and Windows 2000: Add or Delete Programs), then delete unnecessary files.

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Installation is unsuccessful (Insufficient memory)

Check: Close other applications or restart the computer and try again.

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Problems with Scanning

- An Error Message "Release the lock switch..." Is Displayed
- Scanner Does Not Work
- ScanGear (Scanner Driver) Does Not Start
- Error Message Appears and the ScanGear (Scanner Driver) Screen Does Not Appear
- The Scanner Buttons Do Not Work
- "Select the program to launch for this action" Is displayed When a Scanner Button Is Pressed
- When a Scanner Button or MP Navigator EX Button Is Pressed, a Wrong Application Starts
- Scan Quality (Image Displayed on the Monitor) Is Poor
- Scanned Image Is Surrounded by Extra White Areas
- Cannot Scan Properly with Multi Crop
- Cannot Scan Properly in Auto Scan Mode
- Slow Scanning Speed
- "There is not enough memory." Message Is Displayed
- Computer Stops Operating during Scanning
- Scanner Does Not Work After Upgrading Windows

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An Error Message "Release the lock switch..." Is Displayed

Check: The machine may be locked.

Close the software program and unlock the machine, then reconnect the USB cable. For information on how to unlock the scanner, see the printed manual: Quick Start Guide.

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Scanner Does Not Work

Check 1: Restart the computer.

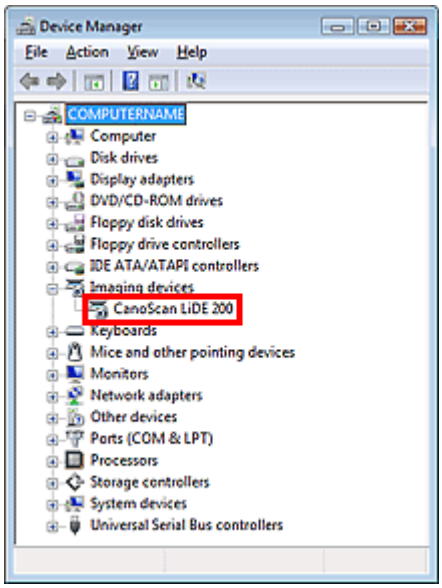
Check 2: Follow the steps below to make sure that the machine is recognized by the computer, and if not, reinstall ScanGear (scanner driver).

- **Step 1: Confirm.**

1. On the Start menu, right-click Computer, then select Properties.
2. Select Device Manager in the task area.
   - **Windows XP:**
     1. On the Start menu, right-click My Computer, then select Properties.
     2. On the Hardware tab, select Device Manager.
   - **Windows 2000:**
     1. Right-click the My Computer icon, then select Properties.
     2. On the Hardware tab, select Device Manager.

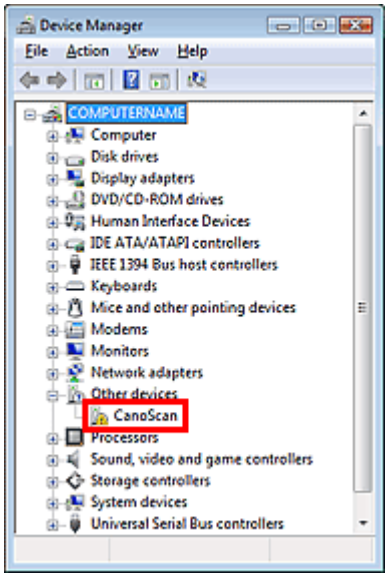
If the Machine is Recognized

The model name is displayed under Imaging devices.



If the Machine is Not Recognized

The model name is not displayed. (CanoScan may be displayed under Other devices.)



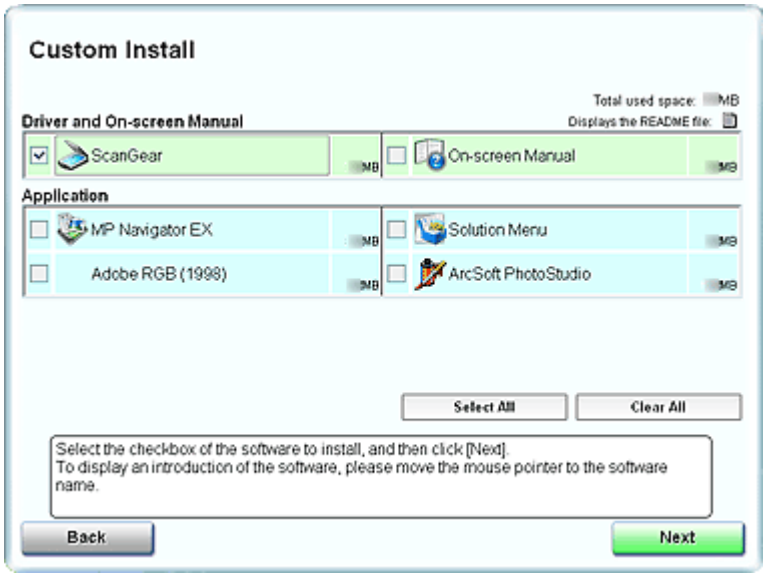
- **Step 2: Delete ScanGear (scanner driver).**

1. From the Start menu, select (All) Programs > CanoScan (model name) > Scanner Driver Uninstaller.
2. When a confirmation appears, click OK.
3. When all files are deleted, click Exit.

   ScanGear (scanner driver) is deleted.

- **Step 3: Reinstall ScanGear (scanner driver).**

Insert the *Setup CD-ROM* into the computer's disc drive, click Custom Install, select the ScanGear (scanner driver) checkbox and reinstall it.



The above screen differs by model.

Note

- Deselect the checkboxes to the left of applications that are already installed. These applications will not be reinstalled.

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ScanGear (Scanner Driver) Does Not Start

Check 1: Make sure that the ScanGear (scanner driver) is installed.

If not, insert the *Setup CD-ROM* into the computer's disc drive and install ScanGear (scanner driver).

Check 2: On the File menu of the application, select Select Source and select your model.

Important

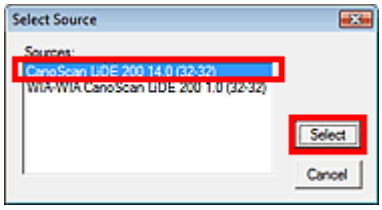
- Do not select the model name that includes WIA in it.

Note

- The operation may differ depending on the application.

- **Example: ArcSoft PhotoStudio**

  Display may differ depending on your operating system.



Check 3: Start from a TWAIN-compliant application.

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Error Message Appears and the ScanGear (Scanner Driver) Screen Does Not Appear

Check 1: Reconnect the USB cable.

Use only the USB cable that accompanies the machine.

Check 2: Connect the USB cable to a different USB port on the computer.

Check 3: If the USB cable is connected to a hub, remove it from the hub and connect it to a USB port on the computer.

Check 4: Insert the Setup CD-ROM into the computer's disc drive and install ScanGear (scanner driver).

Check 5: On the File menu of the application, select Select Source and select your model.

Note

- The operation may differ depending on the application.

Check 6: Make sure that the application is TWAIN-compliant.

You cannot open ScanGear (scanner driver) from applications not supporting TWAIN.

Check 7: Exit ScanGear (scanner driver) if it is running on another application.

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The Scanner Buttons Do Not Work

Check 1: Install the required software programs (MP Navigator EX, other applications that accompany the machine, etc.) from the *Setup CD-ROM*.

Check 2: To use the COPY button, install the printer driver of your printer.

Check 3: Check that the printer operates properly.

Check 4: To use the E-MAIL button, install any of the following programs.

Windows Mail (Windows Vista)

Outlook Express (Windows XP/Windows 2000)

Microsoft Outlook

EUDORA

Netscape Mail

(If an e-mail software program does not operate properly, check that the program's MAPI is enabled. To enable MAPI, refer to the manual of the e-mail software program.)

Check 5: The MP Navigator EX screen may be hidden behind other windows. (Windows Vista only.)

Click MP Navigator EX on the taskbar to bring the MP Navigator EX screen to the front.

Check 6: Applications may not be assigned to the Scanner Buttons.

Scanner Button Settings

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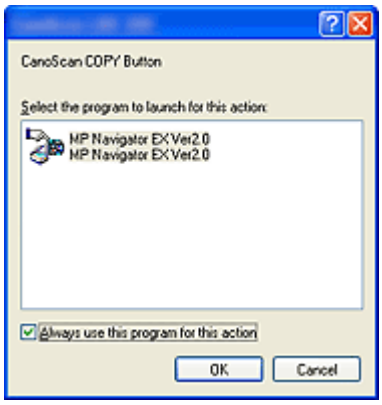
"Select the program to launch for this action" Is displayed When a Scanner Button Is Pressed



Check 1: If the software program is not installed, install it from the *Setup CD-ROM*.

Install the software program following the procedure in the printed manual: Quick Start Guide.

Check 2: Set to start MP Navigator EX when a Scanner Button is pressed.

➡ Scanner Button Settings

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When a Scanner Button or MP Navigator EX Button Is Pressed, a Wrong Application Starts

Check: Change the MP Navigator EX settings.

Applications that correspond with the Scanner Buttons are managed by MP Navigator EX. After installing all the applications from the *Setup CD-ROM*, the print function is assigned to Copy and Print, mail-related function to Mail, Notepad to OCR, and ArcSoft PhotoStudio to SCAN-2 by default. You can replace the assigned application with another application by changing the settings in MP Navigator EX.

Assign an application to SCAN-1 and PDF.

- **Application Settings**

  Specify an application to open scanned images. The name of the specified application is displayed in Application Settings.

  To change the application:

  Method 1
  Click Set, select the application to assign, then click Open.
  Make sure that the application is an executable file.
  Normally a folder named after the application or its manufacturer is created in the Program Files folder, and a file with a ".exe" extension is saved in it. Double-click the file to make sure that the corresponding application starts.

  Note

  - If extensions are hidden, using the Explorer, click Tools > Folder Options > View, then deselect the Hide extensions for known file types checkbox.

  Method 2
  Drag and drop the executable file on the desktop or the Start menu, or its shortcut to Application Settings.

  Important

  - Some applications may not start.
  - Some applications may not start if the shortcut is assigned.

  To cancel the application setting:

  Click Reset. When a confirmation dialog box appears, click Yes.

  Important

  - If the application set to Application Settings does not exist, a message requesting you to specify an application appears. Click OK, then select the application in the selection screen.

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Scan Quality (Image Displayed on the Monitor) Is Poor

Check 1: Increase the scanning resolution.

➡Resolution

Check 2: Set the scale to 100%.

Some applications do not display images clearly if the image is too small.

Check 3: If moire (stripe pattern) appears, take the following measures and scan again.

- On the Basic Mode tab of ScanGear (scanner driver), select Magazine(Color) in Select Source.
- On the Advanced Mode tab of ScanGear (scanner driver), set Descreen in Image Settings to ON.
  ➡Image Settings

  Important

  - If moire appears when you scan a digital print photo, take the above measures and scan again.
- If you use MP Navigator EX, set Document Type to Magazine(Color) or enable Descreen in the Scan Settings dialog box and scan again.
  ➡Scan Settings Dialog Box (Photos/Documents)

Check 4: Check the monitor's color depth.

From the Start menu, select Control Panel > Appearance and Personalization > Adjust screen resolution to open the Display Settings dialog box. Set the color depth to Medium (16 bit) or Highest (32 bit).

- **Windows XP:**

  From the Start menu, select Control Panel > Display to open the Display Properties dialog box. On the Settings tab, set the color depth to Medium (16 bit) or Highest (32 bit).
- **Windows 2000:**

  From the Start menu, select Settings > Control Panel > Display to open the Display Properties dialog box. On the Settings tab, set Colors to High Color (16 bit) or True Color (32 bit).

Check 5: The Platen or Document Cover may be dirty.

Clean the platen or the document cover of the scanner, taking special care not to press strongly on the platen.

Check 6: If the document is in poor condition (dirty, faded, etc.), use Reduce Dust and Scratches, Fading Correction, Grain Correction, etc. in Image Settings on the Advanced Mode tab of ScanGear (scanner driver).

➡Image Settings

Check 7: If the color tone of images with consistent color tone (such as the sky) is different from the original document, take the following measures and scan again.

- On the Advanced Mode tab of ScanGear (scanner driver), set Auto Tone in Image Settings to OFF.
  ➡Image Settings
- Open the Preferences dialog box from the Advanced Mode tab of ScanGear (scanner driver) and set Color Matching on the Color Settings tab.
  ➡Color Settings Tab

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Scanned Image Is Surrounded by Extra White Areas

Check: Specify the scan area.

Click (Auto Crop) in ScanGear (scanner driver) to automatically set the scan area for your document. You can also manually specify the scan area, for example when there are white margins along the document.

Adjusting Cropping Frames

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Cannot Scan Properly with Multi Crop

Check 1: Make sure that the documents are placed correctly on the Platen.

Placing Documents

Check 2: Scan each item individually without using Multi Crop.

Some applications do not support multiple image scanning.

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Cannot Scan Properly in Auto Scan Mode

Check 1: Make sure that the documents are placed correctly on the Platen.

Placing Documents

Check 2: Multiple image scanning may not be supported.

Some applications do not support multiple image scanning. In that case, scan each item individually.

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Slow Scanning Speed

Check 1: To view the image on a monitor, set the output resolution to around 150 dpi. To print, set it to around 300 dpi.

Resolution

Check 2: Disable Fading Correction, Grain Correction, etc.

Image Settings

Check 3: In MP Navigator EX, deselect the Correct slanted document checkbox and scan again.

Scan Settings Dialog Box

Check 4: In MP Navigator EX, deselect the Detect the orientation of text documents and rotate images checkbox and scan again.

Scan Settings Dialog Box

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"There is not enough memory." Message Is Displayed

Check 1: Exit other applications and try again.

Check 2: Reduce the resolution or output size and scan again.

Resolution

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Computer Stops Operating during Scanning

Check 1: Restart the computer, reduce the output resolution in ScanGear (scanner driver) and scan again.

Check 2: Delete unnecessary files to obtain sufficient free hard disk space, then scan again.

Error message may appear when scanning a large document at high resolution.

Check 3: For Location of Temporary Files in MP Navigator EX, specify a folder on a drive with sufficient free space.

See "General Tab" for details.

Check 4: Multiple devices may be connected to USB ports.

Disconnect other devices.

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Scanner Does Not Work After Upgrading Windows

Check: Disconnect the machine from the computer, then uninstall and reinstall the ScanGear (scanner driver) and MP Navigator EX.

- **Step 1: Delete ScanGear (scanner driver).**

  See "Uninstalling the ScanGear (Scanner Driver)" for details.

- **Step 2: Uninstall MP Navigator.**

  1. From the Start menu, select (All) Programs > Canon Utilities > MP Navigator EX 2.0 > MP Navigator EX Uninstall.
  2. When a confirmation appears, click Yes.
  3. When uninstallation is complete, click OK.

     MP Navigator EX is uninstalled.

- **Step 3: Reinstall the ScanGear (scanner driver) and MP Navigator EX.**

  Insert the Setup CD-ROM into the computer's disc drive, then select Custom Install and reinstall the ScanGear (scanner driver) and MP Navigator EX.

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Software Problems

E-mail Software Program You Want to Use Does Not Appear in the Screen for Selecting an E-mail Software Program
Scanned Image Is Printed Enlarged (Reduced)
Scanned Image Is Enlarged (Reduced) on the Computer Monitor
Scanned Image Does Not Open

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E-mail Software Program You Want to Use Does Not Appear in the Screen for Selecting an E-mail Software Program

Check 1: MP Navigator EX may not support the e-mail software program.

The following e-mail software programs are supported. (Image are attached to the mail message automatically.)

- Windows Mail (Windows Vista)
- Outlook Express (Windows XP/Windows 2000)
- Microsoft Outlook
- EUDORA
- Netscape Mail

Check 2: If an e-mail software program does not operate properly, check that the program's MAPI is enabled.

To enable MAPI, refer to the manual of the e-mail software program.

Check 3: If using an e-mail software program other than the ones listed above, select None (Attach Manually) when prompted to select a program and attach the scanned image manually.

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Scanned Image Is Printed Enlarged (Reduced)

Check: Set the printing size in the application.

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Scanned Image Is Enlarged (Reduced) on the Computer Monitor

Check 1: Change the display setting in the application.

You cannot reduce the display size in Paint. To reduce the display size, open the images in an application that accompanies the machine.

For details, refer to the application's manual. If you have any questions, contact the manufacturer of the application.

Check 2: Change the resolution setting in ScanGear (scanner driver) and scan again.

The higher the resolution, the larger the resulting image will be.

Resolution

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Scanned Image Does Not Open

Check: If the file format is not supported by the application, scan the image again and save it in a popular file format such as JPEG.

For details, refer to the application's manual. If you have any questions, contact the manufacturer of the application.

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MP Navigator EX Problems

Cannot Scan at the Correct Size
Position or Size of the Image Cannot Be Detected Correctly When Scanning Using the Scanner Buttons
Document Is Placed Correctly, but the Scanned Image Is Slanted
Document Is Placed Correctly, but the Orientation Changes in the Scanned Image

Page top

Cannot Scan at the Correct Size

Check 1: Make sure that the documents are placed correctly on the Platen.

Placing Documents

Check 2: Set Document Size to the actual document size and scan again.

If the matching size is not found, scan at a larger size and trim the image.

See the Toolbar (Trimming) in "Correct/Enhance Images Window" for details.

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Position or Size of the Image Cannot Be Detected Correctly When Scanning Using the Scanner Buttons

Check 1: Make sure that the documents are placed correctly on the Platen.

Placing Documents

Check 2: Check that the MP Navigator EX settings are correctly set according to the document.

Scanning Photos and Documents

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Document Is Placed Correctly, but the Scanned Image Is Slanted

Check: In MP Navigator EX, deselect the Correct slanted document checkbox and scan again.

Scan Settings Dialog Box (Photos/Documents)

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Document Is Placed Correctly, but the Orientation Changes in the Scanned Image

Check: In MP Navigator EX, deselect the Detect the orientation of text documents and rotate images checkbox and scan again.

Scan Settings Dialog Box (Photos/Documents)

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Updating the Scanner Driver

Obtaining the Latest ScanGear (Scanner Driver)
Uninstalling the ScanGear (Scanner Driver)
Before Installing ScanGear (Scanner Driver)
Installing ScanGear (Scanner Driver)

Page top

Obtaining the Latest ScanGear (Scanner Driver)

Upgrading your current ScanGear (scanner driver) to the latest ScanGear may solve some problems you have experienced.

To obtain ScanGear, access our website and download the ScanGear for your model.

Important

- ScanGear can be downloaded for free. However, Internet connection fees apply.
- When the ScanGear is upgraded, use the latest versions of the applications as well.
- Install the latest ScanGear after deleting the old one. See " Uninstalling the ScanGear (Scanner Driver)" for details.

Related Topic

- Before Installing ScanGear (Scanner Driver)
- Installing ScanGear (Scanner Driver)

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Uninstalling the ScanGear (Scanner Driver)

You can delete the ScanGear (scanner driver) you no longer use.

When deleting ScanGear, close all running applications and remove the cable connecting the machine and computer.

1. Start Scanner Driver Uninstaller:

From the Start menu, select (All) Programs > CanoScan (model name) > Scanner Driver Uninstaller.

Important

- In Windows Vista, a confirmation or warning dialog box may appear while installing, uninstalling or starting software.
  Such dialog box appears when administrative rights are required to perform a task.
  If you are logged on to an administrator account, click Continue or Allow to continue.
  Some applications require administrator account to continue. If you are logged on to a standard account, switch to an administrator account and start over.

2. Delete ScanGear:

When the Scanner Driver Uninstaller dialog box opens, click OK.

When a confirmation appears, click Yes.

3. Complete uninstallation:

When all files are deleted, click Exit.

ScanGear is deleted.

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Before Installing ScanGear (Scanner Driver)

Check the following points before installing ScanGear (scanner driver). Check these also when you cannot install ScanGear.

Machine Status

- **If the machine is connected to the computer, disconnect the USB cable.**

Computer Settings

- **Close all running applications.**
- **In Windows Vista, log on to an administrator account.**
- **In Windows XP, log on as the administrator of the computer.**
- **In Windows 2000, log on as a member of the Administrators group.**

Note

- If an older version of ScanGear is already installed, delete (uninstall) it beforehand.
  See "Uninstalling the ScanGear (Scanner Driver)" for details.

Related Topic

- Installing ScanGear (Scanner Driver)
- Obtaining the Latest ScanGear (Scanner Driver)

Page top

Installing ScanGear (Scanner Driver)

Access our website via the Internet to download the latest ScanGear (scanner driver).

Follow these steps to install the downloaded ScanGear.

Important

- If the machine is connected to the computer, disconnect the USB cable.

1. Double-click the icon of the downloaded file.

   The installation program starts.

   Important

   - In Windows Vista, a confirmation or warning dialog box may appear while installing, uninstalling or starting software.
     Such dialog box appears when administrative rights are required to perform a task.
     If you are logged on to an administrator account, click Continue or Allow to continue.
     Some applications require administrator account to continue. If you are logged on to a standard account, switch to an administrator account and start over.

2. In the Welcome screen, click Next.

3. Read and understand the License Agreement, then click Yes.

   ScanGear installation starts.

4. When the Installation complete screen appears, click Exit.

   A message prompting you to restart the computer may appear depending on your environment.
   Restart the computer to complete the installation properly.

5. Connect the machine and computer with the supplied USB cable.

   The computer recognizes the machine.

   ScanGear is installed.

Important

- ScanGear can be downloaded for free. However, Internet connection fees apply.

Related Topic

▶ Before Installing ScanGear (Scanner Driver)
▶ Obtaining the Latest ScanGear (Scanner Driver)

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Bundled Applications

ArcSoft PhotoStudio

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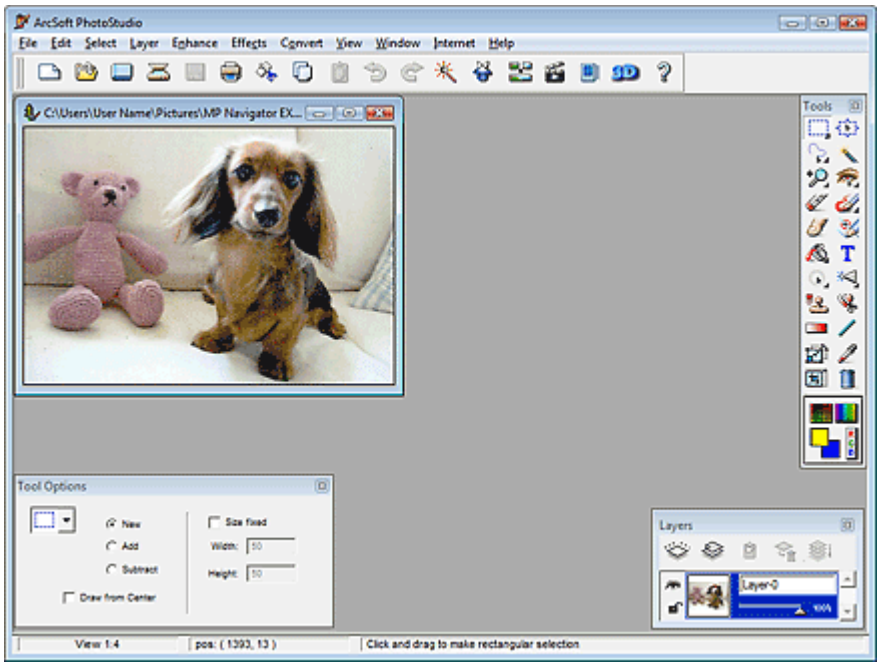
ArcSoft PhotoStudio

ArcSoft PhotoStudio is software that offers image enhancement/editing tools and other functions for editing images. Equipped with simple and fully-customizable user interface, the software is also enriched with features such as image management in album, multiple undo/redo, multiple layer control, text editing, macros and batch processing.



For details, refer to the ArcSoft PhotoStudio manual.

How to Read the Manual

From the Start menu, select (All) Programs > ArcSoft PhotoStudio 5.5 > PhotoStudio 5.5 QSG.

Note

- You can access the ArcSoft PhotoStudio product/support information and the ArcSoft website from the Internet menu.

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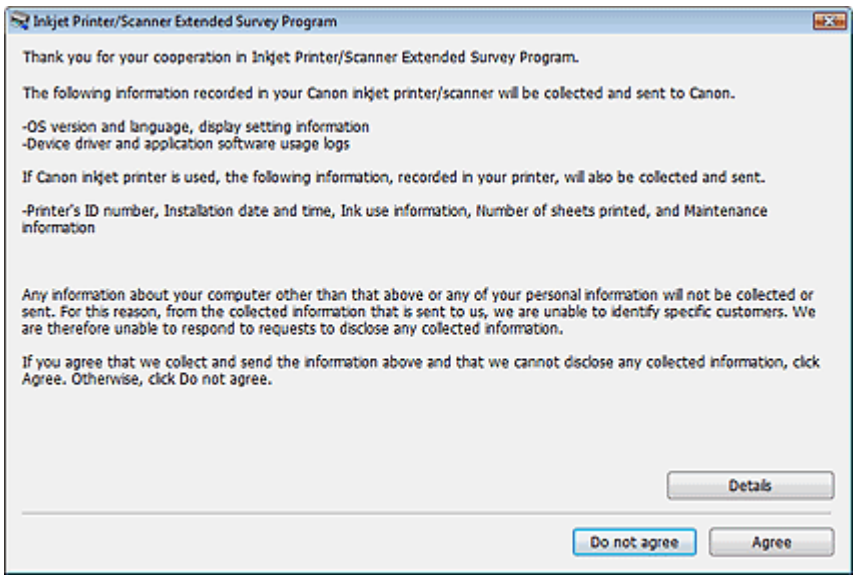
About Inkjet Printer/Scanner Extended Survey Program

If you installed the Inkjet Printer/Scanner Extended Survey Program when installing software from the *Setup CD-ROM*, a confirmation window for sending the machine usage status opens after three months, after six months, and then semiannually for four years.

Read the descriptions in the displayed window and select one of the options below.



- **If you agree**

  Click Agree and follow the on-screen instructions. Information will be sent to Canon via the Internet.

  Note

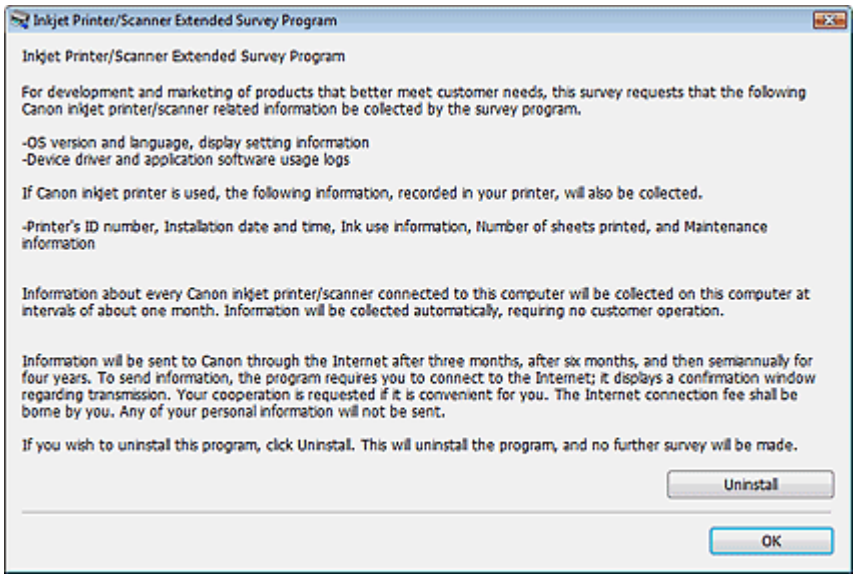
  - An Internet security warning screen may appear when sending information.
    In that case, make sure that the program name is "ijplmui.exe" and allow to continue.

- **If you do not agree**

  Click Do not agree. The confirmation window closes. The usage status will not be sent this time.
  After three months, the confirmation window for sending the usage status opens again.

- **To uninstall the Inkjet Printer/Scanner Extended Survey Program**

  To uninstall the Inkjet Printer/Scanner Extended Survey Program, click Details and click Uninstall in the displayed screen. If you uninstall the program, the usage status will not be surveyed or sent.



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