Kodak

Picture Saver Scanning System
• PS50 Scanner
• PS80 Scanner
• Scanning Application
Software

User's Guide

Safety

User Precautions

- Place the scanner on a sturdy, level work surface capable of supporting 5.5 kg (12 lbs).

- Do not install the scanner in a location subject to dust, humidity or steam. This may cause electrical shock or a fire. Only use the scanner and power supply indoors in a dry location.

- Make sure the electrical power outlet is located within 1.52 meters (5 feet) of the scanner and is easily accessible.

- Use only the power cord that was provided with the scanner. Using any other power cord may cause electrical shock and/or damage the product.

- Be sure the power cord is securely plugged into the wall outlet. Failure to do so may cause electrical shock or fire.

- Do not damage, knot, cut or modify the power cord. This may cause electrical shock or fire.

- The scanner requires a dedicated power outlet. Do not use an extension cord or power strip with the scanner.

- Use only the AC adapter that is supplied with the scanner. Do not use the scanner's AC adapter with any other product.

- Leave sufficient space around the power outlet so it can be easily unplugged in case of an emergency.

- Do not use the scanner if it becomes inordinately hot, has a strange odor, emits smoke, or makes unfamiliar noises. Immediately stop the scanner and disconnect the power cord from the power outlet. Contact Technical Support.

- Do not disassemble or modify the scanner or the AC power adapter.

- Do not move the scanner with the power cord and interface cable attached. This may cause damage to the cord/cable. Remove the power cord from the wall outlet before moving the scanner.

- Follow the recommended cleaning procedures. Do not use air, liquid or gas spray cleaners. These cleaners displace dust, dirt and debris to another location within the scanner, which may cause the scanner to malfunction.

- Material Safety Data Sheets (MSDS) for chemical products are available on the Kodak Alaris website at: www.kodakalaris.com/en-us/about/ehs. When accessing the MSDSs from the website, you will be required to provide the catalog number of the consumable you want the Material Safety Data Sheet for. See the section entitled, "Supplies and consumables" later in this guide for supplies and catalog numbers.

Environmental information

- The *Kodak* PS80 and PS50 Scanners are designed to meet worldwide environmental requirements.
- Guidelines are available for the disposal of consumable items that are replaced during maintenance or service; follow local regulations or contact Kodak Alaris Inc. locally for more information.
- For recycling or reuse information contact your local authorities or, in the USA, visit: www.kodakalaris.com/go/scannerrecycling.
- The product packaging is recyclable.
- Parts are designed for reuse and recycling.

European Union

This symbol indicates that when the last user wishes to discard this product, it must be sent to appropriate facilities for recovery and recycling. Please contact your local representative or refer to www.kodakalaris.com/go/recycle for additional information on the collection and recovery programs available for this product.

Please consult www.kodakalaris.com/go/REACH for information about the presence of substances included on the candidate list according to article 59(1) of Regulation (EC) No. 1907/2006 (REACH).

Acoustic emission

Maschinenlärminformationsverordnung – 3, GSGV
Der arbeitsplatzbezogene Emissionswert beträgt <70 dB(A).

[Machine Noise Information Ordinance — 3, GSGV
The operator-position noise emission value is <70 dB(A).]

EMC statements

United States: This equipment has been tested and found to comply with the limits for a Class B digital device pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of these measures:

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

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment. Where shielded interface cables have been provided with the product or specified additional components or accessories elsewhere defined to be used with the installation of the product, they must be used in order to ensure compliance with FCC regulation.

1 Introduction

Contents

Thank you for purchasing a *Kodak* Picture Saver Scanning System.

The *Kodak* Picture Saver Scanning System PS50 and PS80 allows you to easily digitize and enhance photos and can also be used as a general office document scanner. The *Kodak* Picture Saver Scanning System combined with the *Kodak* Picture Saver System Software allows you to scan photos into folders, remove red eye, retouch and rotate images, apply image sharpening and output scans to a CD/DVD/*Kodak* Picture CD or USB or network drive. Once the photos are scanned, the images can be used in a variety of ways; e.g., printed, emailed or uploaded to a photo management system for sharing and various creative uses such as calendars, photo books or slide shows. Smart Touch software, included with the system, also supports general document scanning on the *Kodak* Picture Saver Scanning System PS50 and PS80.

NOTE: The *Kodak* Picture Saver Scanning PS50 and PS80 System are not intended for public environments where access to previous orders cannot be controlled.

- The *Kodak* PS80 Scanner holds up to 50 mixed-size photos per batch.

- The *Kodak* PS50 Scanner holds up to 25 mixed-size photos per batch.

Supporting documentation

In addition to this User's Guide the following documentation is also available.

- **Installation Guide** — provides a step-by-step procedure for installing the scanner.

- **Reference Guide** — provides easy visual steps for cleaning your scanner. Keep this guide close to the scanner so you can use it as an easy reference. This is also available on the Installation CD.

The following guide is for advanced users:

- **Smart Touch User's Guide** — provides information and procedures on how to use Smart Touch functionality. This guide is available by right-clicking on the scanner icon in the system tray and selecting **Help**.

Accessories

- ***Kodak* Photo Selector Accessory / for *Kodak* Picture Saver Scanning Systems PS50/PS55/PS80** — allows you to scan pages from your photo albums or scrapbooks without removing the photos from the page or removing the page protector. When using the *Kodak* Legal Flatbed Accessory or the *Kodak* A3 Flatbed Accessory the software will identify and select separate images within the original flatbed scanned image. CAT No. 188 4618

- ***Kodak* Legal Flatbed Accessory** — the *Kodak* Legal Flatbed adds scanning capability for exception photos (e.g., badly torn or very fragile photos, severely curled photos, etc.), bound albums, scrapbooks and documents up to 216 x 356 mm (8.5 x 14 inches). CAT No. 119 9470

- ***Kodak* A3 Flatbed Accessory** — the *Kodak* A3 Flatbed adds scanning capability for exception photos (e.g., badly torn or very fragile photos, severely curled photos, etc.), bound albums, scrapbooks and documents up to 302 x 420 mm (11.92 x 18.15 inches). CAT No. 818 2271

What's in the box

Before you begin open the box containing and check the contents.

Kodak PS50 or PS80 Scanner

- *Kodak* Picture Saver System PS50 Scanner or PS80 Scanner
- Pre-separation pad, for use in document scanning
- *Kodak* Picture Saver Standard Separation Module
- USB 2.0 cable
- Power supply
- AC power cord bundles
- Sample Cleaning Kit
- Dust cover
- Welcome Folio which includes:
  - Installation CD with the following software that is installed on the PC during installation:
    - Smart Touch software for use in document scanning
    - TWAIN Datasource
    - WIA Driver
  - Printed Reference Guide, English
  - Printed User's Guide, English
  - Installation Guide
  - Read Me First
  - Service & Support Contact Information sheets
  - Miscellaneous flyers

Kodak Picture Saver Scanning Application Software

- Welcome Folio which includes:
  - Installation CD with the following software that is installed on the PC during installation:
    - *Kodak* Picture Saver Scanning Software
    - Smart Touch software for use in document scanning
    - TWAIN Datasource
    - WIA Driver
  - Read Me First
- USB Software security dongle

Scanner components

Front view   .
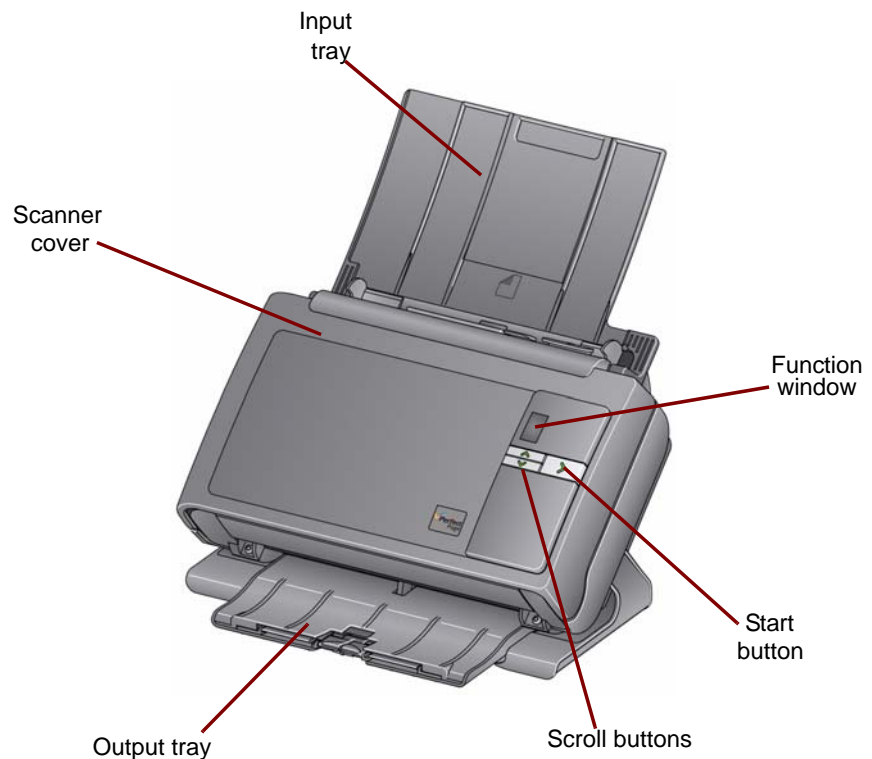
Scanner cover — provides access to internal components; such as, the imaging area and the feed and separation modules.

Input tray — holds photos or documents.

Function window — displays numbers 1 through 9 indicating Smart Touch tasks (i.e., Color PDF, Black and White PDF, etc.). For more information about Smart Touch functionality, see the Smart Touch User's Guide.
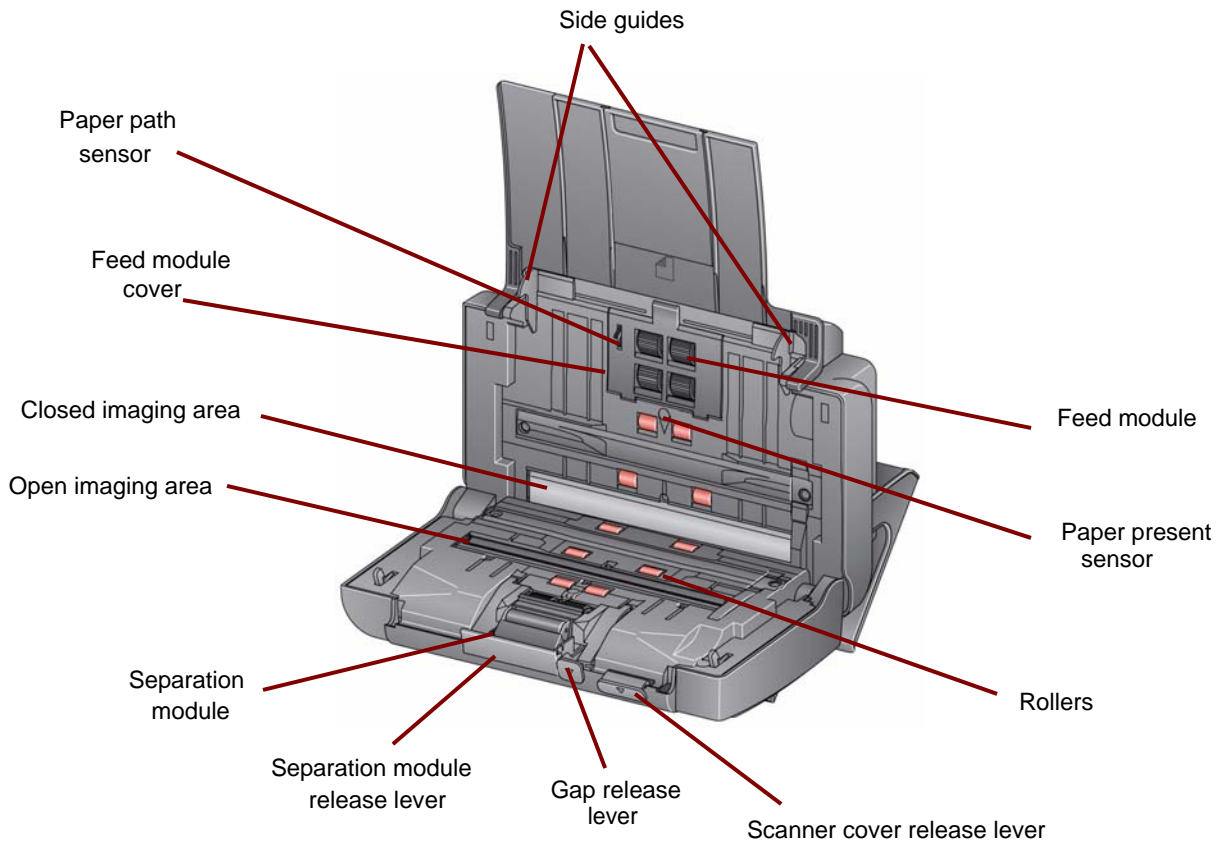
Start button — illuminates or flashes indicating scanner status.

• **Steady green**: ready to scan
• **Flashing green**: preparing to scan
• **Steady red**: scanner not communicating with the PC
• **Flashing red**: error indication such as, *Scanner Cover Open*, in conjunction with the Function window displaying an "E". See Chapter 7, *Troubleshooting* for error code descriptions.

Scroll buttons — press the Up or Down scroll buttons to select a Smart Touch task.

Output tray — collects the scanned photos or documents.

Inside view

Side guides

Paper path sensor

Feed module cover

Closed imaging area

Open imaging area

Separation module

Separation module release lever

Gap release lever

Scanner cover release lever

Feed module

Paper present sensor

Rollers

Side guides — slide the guides back and forth to accommodate the size of photos you are scanning.

Paper path sensor — tracks the movement of paper and photos through the scanner.

Feed module cover — this cover needs to be removed when cleaning or replacing the feed module or feed module tires.

Feed module, **rollers** and **separation module** — provides smooth feeding and separation of various sizes, thicknesses and textures of photos.

Open imaging area — for optimum image quality, keep the imaging area clean. Do not blow air into the camera. See Chapter 7, *Troubleshooting*.

Closed imaging area — for optimum image quality, keep the imaging area clean. This area can be cleaned using the Kodak Alaris-approved cleaning supplies. See Chapter 5, *Maintenance*.

Separation module release lever — push this lever down to release the separation module for cleaning or replacement.

Gap release lever — allows you to manually adjust the space between the feed module and separation module for photos that require special handling, e.g., photos that are badly torn.

Scanner cover release lever — opens the scanner to allow access to the paper path for cleaning or clearing a jam.

Paper present sensor — detects the presence of photos or documents in the input tray.

Rear view

Power port

USB port

Routing
channel

Security
lock port

Power switch
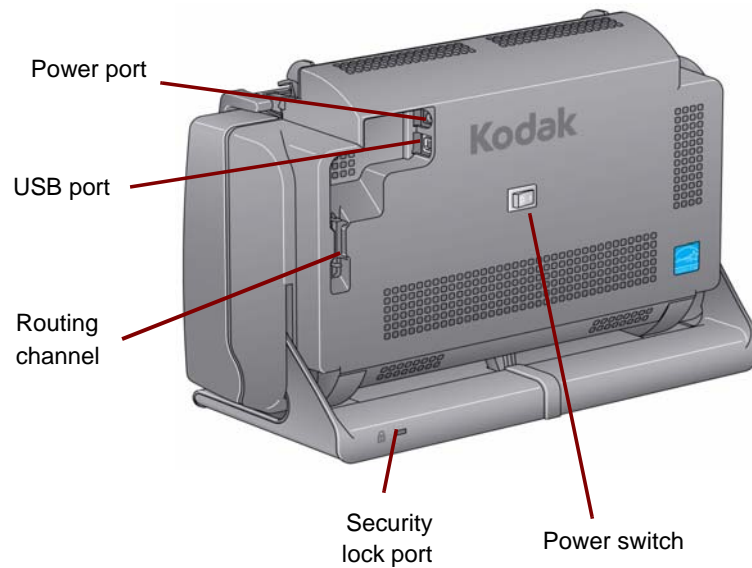
Power port — connects the power to the scanner.

USB port — connects the scanner to the PC.

Routing channel — allows you to secure the USB cable and power cord to protect them when the scanner is moved.

Security lock port — connects a security lock to the scanner (similar to the security lock port used for a laptop). You can purchase a standard security lock at an office supply store. Refer to the instructions provided with the security lock for installation procedures.

Power switch — turns the scanner on and off.

2 Installation

Contents

This chapter provides detailed information of the *Installation Guide* that is provided with your scanner. Follow these steps in the order they are provided to install your scanner.

For additional information about installation and use of the system, go to: www.kodakalaris.com/go/picturescanning, and select the **Kodak Picture Saver Scanning System PS80** or **PS50**. Select **Video Resources** on the *Support* tab.

NOTE: If you have already performed all of the steps in the *Installation Guide*, skip this section.

It is always best to download the latest software for your system from the Kodak Alaris website (www.kodakalaris.com/go/picturescanning). Do **not** download driver software from a third party site as it may not be compatible with your system.

Depending on the configuration you want to use with your scanner, see one of the following sections:

• Installing the PS50 or PS80 Scanner with *Kodak* Picture Saver Scanning System software. See the section entitled, "Installing the scanner and application software on a Windows PC *(including drivers and Smart Touch)*", then follow the *Installation procedure*.

• Installing the PS50 or PS80 Scanner with the drivers and Smart Touch. See the section entitled, "Installing the scanner on a Windows PC *(including drivers and Smart Touch)*", then follow the *Installation procedure*.

• Installing the PS50 or PS80 Scanner and using a Mac computer. See the section entitled, "Installing the scanner on a MAC computer".

Installing the scanner and application software on a Windows PC
*(including drivers and Smart Touch)*

If you purchased the *Kodak* Picture Saver Scanning System software and will be using it with the *Kodak* Picture Saver Scanning System PS50 or PS80, following these guidelines:

- Because you will be using the Picture Saver Scanning System software with the Picture Saver Scanning System PS50 or PS80, there is no need to install the software that was packed with the PS50 or PS80 scanner. Everything you need is included on the CD that came with the Picture Saver Scanning System software package.

- If you are installing the *Kodak* Picture Saver Scanning System Application Software, close any currently running applications that use a USB software dongle before starting the Picture Saver Scanning System installation.

- Power down any scanners attached to the PC before installing the Picture Saver System Software.

- Remove any USB software dongle connected to the PC.

- Install the software before connecting the scanner to the PC.

- Be sure you have administrator rights. The Picture Saver Scanning System must be installed under **Administrator** and run under **Administrator** or **Standard** groups.

- Close any currently running applications.

- Close any scanning applications including the Scan Validation Tool and Smart Touch.

- An Internet connection is necessary to complete Product Registration.

  NOTE: If an Internet connection is not available, contact Technical Support (refer to Chapter 7, "Contact Information").

Windows 7, Windows 8 and Windows 10

If you are installing on Windows 7, 8 or 10, the following message may be displayed after installing the software and turning on the scanner.
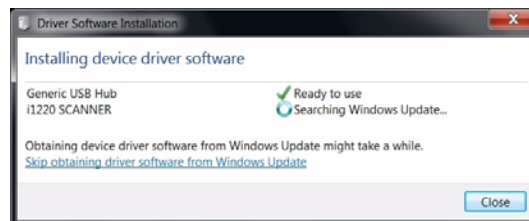
- Click on the **Skip obtaining driver software from Windows Update** link.

Installation procedure

1. Insert the *Kodak* Picture Saver System Software Installation CD that was included in the Application Software box in the CD-ROM drive or download it from the Kodak Alaris website: www.kodakalaris.com/go/picturescanning. The installation program starts automatically.

    NOTES:
    - If the installation does not auto start, access the drive where the CD is inserted and browse to the INSTALLSTW.exe file on the root directory of the CD.
    - This also automatically installs the scanner drivers and the Smart Touch software.

2. Select **Install Language.**

3. Select either the **PS50** Scanner or **PS80** Scanner model.

4. Click **Next** when the Welcome screen is displayed.

5. Click **Next** after you have read and agreed with the terms of the Software License Agreement. Several progress messages will be displayed.

    NOTES:
    - When installing on Windows Vista, Windows 7, 8 or 10, you may be prompted to allow sections of the installer to run. Select **Run** to install.
    - If the correct version of .NET Framework is not installed, a message box will be displayed stating that it is being installed. This installation can take several minutes.
    - If the correct version of Microsoft C++ redistributable runtime library is not installed, a message will be displayed to install the software. **Do not cancel the installation process.**
    - Windows XP users may be asked to install Microsoft Feature Pack for Storage. Select **Yes** to install.

6. If you want to change the application software installation folder, use the Browse panel to select the desired directory, or type the full pathname of the directory. When finished, click **OK**.

7. If you want to store the scanned images in the c:\Scanned_Pictures default directory, click **OK**. Otherwise, use the Browse panel to select the desired directory, or type the full pathname of the directory. When finished, click **OK**.

8. Picture Saver Scanning System installation includes a required Product Registration step. Product Registration must be completed to use the application software. An Internet connection is required to complete Product Registration. Make sure that the following Internet address is not blocked: https://www.onlineregister.com. If you do not have an Internet connection, contact Technical Support (refer to Chapter 7, "Contact Information").

    NOTE: You will need the scanner serial number for Product Registration. The scanner serial number is located on the bottom of the scanner and on the shipping carton.

9. Click **Finish** when the installation is complete.

10. Remove the installation CD from the CD-ROM drive.

11. Restart the PC.

12. The *Kodak* Picture Saver Scanning System has a fixed screen size of 1024 x 768. You may want to change the taskbar properties by unselecting "Keep the taskbar on top of other windows." This will keep the taskbar from covering the lower portion of the application when the screen resolution is set at 1024 x 768. You can also alternatively set the display properties to a higher screen resolution than 1024 x 768, such as 1280 x 1024 so the application does not cover the entire desktop.

Installing the scanner on a Windows PC
(including drivers and Smart Touch)

If you are using another Windows application to run the Picture Saver Scanning System PS50 or PS80, follow these guidelines:

- Everything you need to run the PS50 or PS80 scanner from your compatible application is included on the CD that came with the Picture Saver Scanning System PS50 or PS80 package. This CD includes the TWAIN Datasource, WIA Driver for the PS50 and PS80 scanners and also includes Smart Touch.

- Power down any scanners attached to the PC before installing the Picture Saver Scanning System driver and Smart Touch.

- You must have administrator privileges to install the drivers and Smart Touch on your PC.

- Install the software before connecting the scanner to the PC.

- Product Registration is required for your system. The driver software can only be installed and registered 5 times. After that you will need to contact Kodak Alaris Technical Support. An internet connection is required to complete product registration. If an internet connection is not available, contact Kodak Alaris Technical Support.

Installation procedure

1. Insert the *Kodak* Picture Saver System Software Installation CD that was included in the Scanner box in the CD-ROM drive or download it from the Kodak Alaris website: www.kodakalaris.com/go/picturescanning. The installation program starts automatically.

   NOTES:

   - If the installation does not auto start, access the drive where the CD is inserted and browse to the INSTALLSTW.exe file on the root directory of the CD.

   - This also automatically installs the scanner drivers and the Smart Touch software.

2. Select **Install Language.**

3. Select either the **PS50** Scanner or **PS80** Scanner model.

4. Click **Next** when the Welcome screen is displayed.

5. Click **Next** after you have read and agreed with the terms of the Software License Agreement. Several progress messages will be displayed.

   NOTES:
   - When installing on Windows Vista, Windows 7, 8 or 10, you may be prompted to allow sections of the installer to run. Select **Run** to install.

   - If the correct version of .NET Framework is not installed, a message box will be displayed stating that it is being installed. This installation can take several minutes.

   - If the correct version of Microsoft C++ redistributable runtime library is not installed, a message will be displayed to install the software. **Do not cancel the installation process.**

   - Windows XP users may be asked to install Microsoft Feature Pack for Storage. Select **Yes** to install.

6. Picture Saver Scanning System installation includes a required Product Registration step. Product Registration must be completed to use the application software. An Internet connection is required to complete Product Registration. Make sure that the following Internet address is not blocked: https://www.onlineregister.com. If you do not have an Internet connection, contact Technical Support (refer to Chapter 7, "Contact Information").

   NOTE: You will need the scanner serial number for Product Registration. The scanner serial number is located on the bottom of the scanner and on the shipping carton.

7. Click **Finish** when the installation is complete.

8. Remove the installation CD from the CD-ROM drive.

9. Restart the PC.

Installing the scanner on a MAC computer

If you are connecting the Picture Saver Scanning System PS50 or PS80 to a MAC computer, follow these guidelines:

- The MAC driver provided by Kodak Alaris allows a user to use the driver for the PS50 and PS80 scanner with their user-supplied scanning application that supports the TWAIN Datasource.

  NOTE: The MAC driver does not allow the user to scan photos. A third party application such as, Adobe Photoshop Elements or Presto! PageManager works with the MAC driver for the PS50 and PS80 Scanner. This version supports MAC OS V10.6 - 10.11 but there are differences with 10.9 (Maverick/Yosemite) compared with earlier versions. Users must supply their own scanning application (i.e., Adobe Photoshop or Adobe Photoshop Elements) as the *Kodak* Picture Saver Scanning System software is not supported on MAC systems).

- The MAC driver works with TWAINBridge, which allows the scanner firmware to be downloaded to the scanner automatically when it is plugged into the MAC and turned on. TWAINBridge is in OS V10.6 - 10.8, it was removed in OS V10.9 (Maverick) and therefore, firmware will not download automatically. The firmware will be downloaded when the first **Acquire Image Data** is selected. Some applications do not work on Versions 10.9, 10.10 and 10.11, but will on earlier versions of the operating system.

- It is recommended that you download the MAC driver for the PS50 and PS80 scanner, and the User's Guide for the MAC computers and follow instructions within the guide for a successful installation.
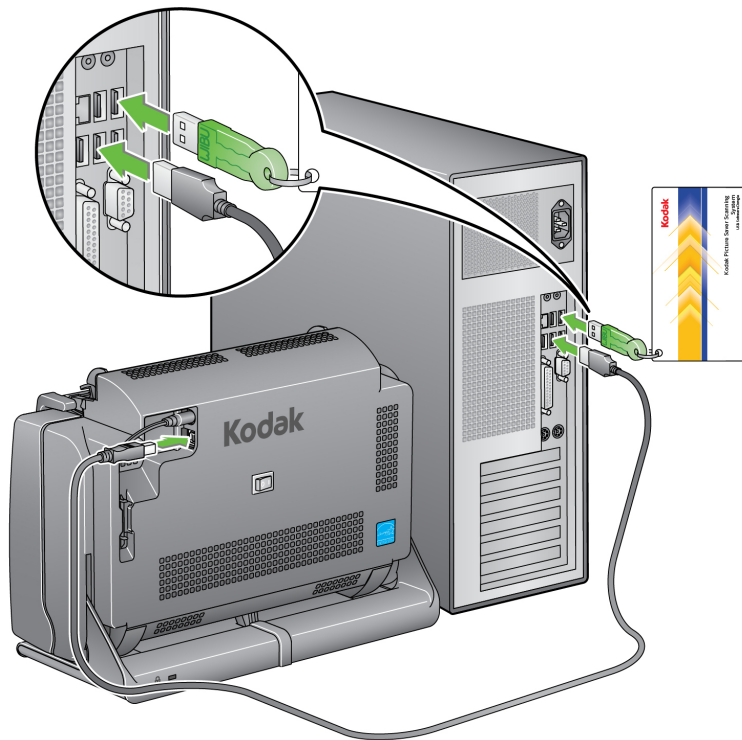
Connecting the power cord and USB cable

When the Picture Saver System Software, drivers and Smart Touch have been installed, connect the power cord and USB cable to the scanner. Refer to the illustrations below for making proper connections. Make sure the power outlet is located within 1.52 meters (5 feet) of the scanner and is easily accessible.

1. Select the appropriate AC plug converter for your region from those packed with your scanner.

2. Slide the plug converter you selected into the power supply.

3. Plug the power cord into the power port on the scanner.

4. Plug the power supply into the wall outlet.
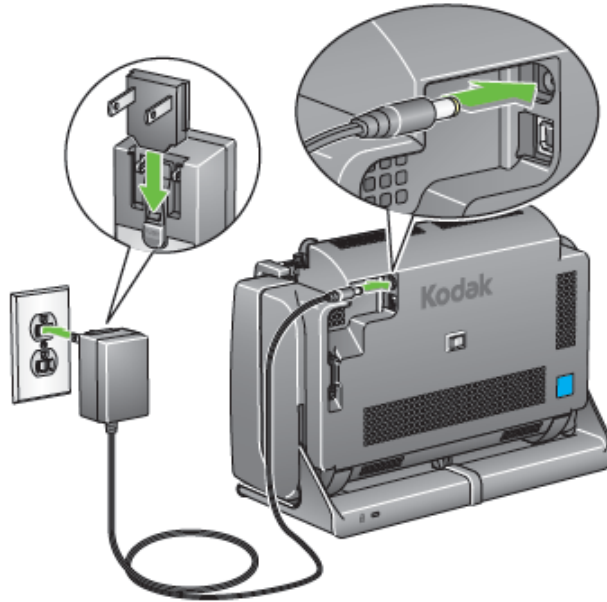
5. Attach the USB cable to the scanner USB port, located on the back of the scanner.

6. Attach the other end of the USB cable to the proper USB 2.0 port on your PC.

NOTE: If you are installing the *Kodak* Picture Saver Scanning System Application Software, you can plug the USB software dongle into an available USB port.

7. Secure the power cord and USB cable into the routing channel on the back of the scanner.
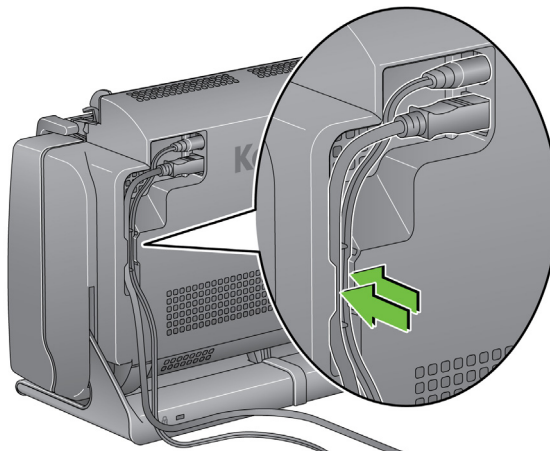
Turning on the scanner

- If your scanner has a toggle power switch, momentarily press the toggle button on the back of the scanner to turn the scanner on; otherwise press the button on the back of the scanner to the On (|) position.
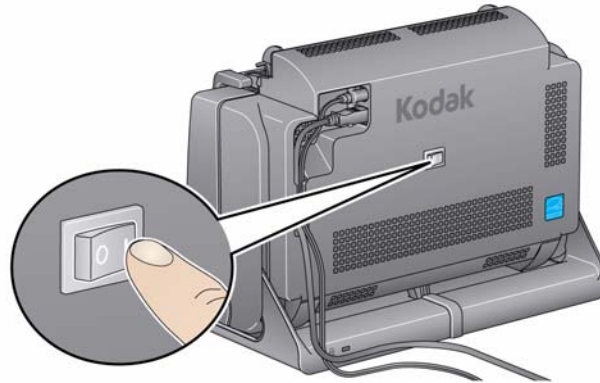
When you turn on the scanner, the LED indicator on the front of the scanner will flash as the scanner goes through a series of self tests.

Please wait while the operating system synchronizes the scanner with the installed software.

When the installation process is complete and ready to scan, the LED indicator will stop flashing and stay green.

If you are using the *Kodak* Picture Saver Scanning System Application Software:

- If you have not done so already, insert the USB software dongle in a USB port on your PC when scanner setup is complete and you are ready to scan photos. Wait for the USB software dongle to be recognized by your PC.

NOTE: DO NOT LOSE THE USB SOFTWARE DONGLE! THERE IS A FEE TO REPLACE THE DONGLE. IT IS RECOMMENDED THAT YOU ATTACH THE DONGLE TO THE SCANNER USB CABLE.

Turning the scanner off with the toggle power switch

To turn the scanner off, press the toggle button for 1 second.

NOTE: The *Power Off* energy saver feature will also turn the scanner off after an extended period of time after the scanner is in power saver mode. The default is 60 minutes, however, you can configure this period of time via your scanning application. Valid values are 0-240 minutes.

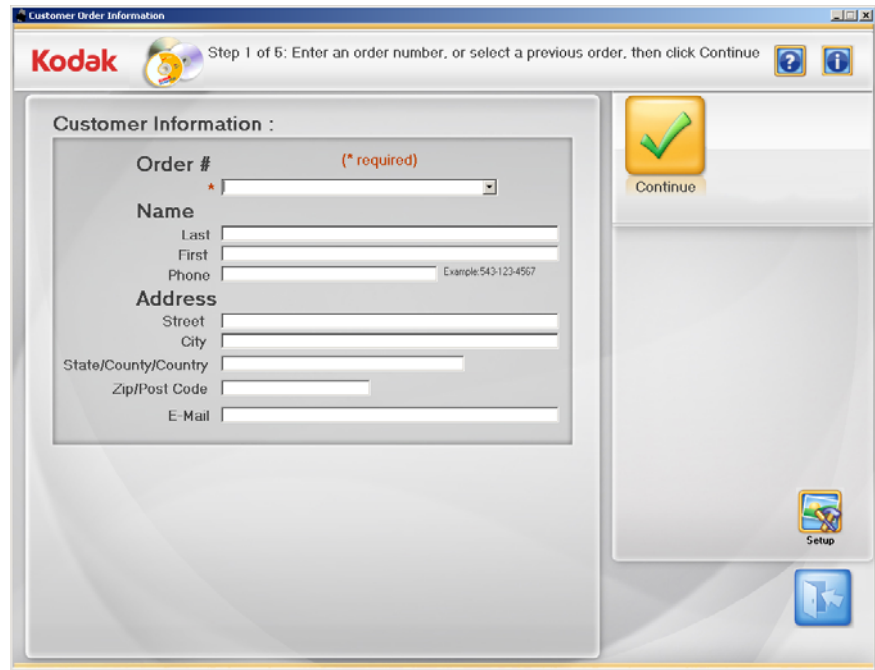## Turning the scanner off with the rocker power switch

If your scanner has the rocker power switch, press the button on the back of the scanner to the Off (O) position.

Starting the Picture Saver Scanning application software
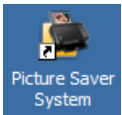
The following is only applicable if you are using the *Kodak* Picture Saver System Application Software (not for third party or Smart Touch applications).

- Double-click on the application shortcut on your desktop or select Start>Programs>Kodak>KODAK Picture Saver System>Picture Saver System. The Customer Information screen will be displayed.

Exiting the application software

- Click the **Exit** icon in the lower right-hand corner on most screens or click the **Close** box in the upper right-hand corner.

3 Screen Descriptions

Contents

This chapter only applies if you have purchased and are using the *Kodak* Picture Saver Scanning System Application Software.

NOTE: Some of the screens and options described in this chapter are only available if you have the *Kodak* Photo Selector Accessory installed and enabled.

All screens within the *Kodak* Picture Saver Scanning System provide the following icons:

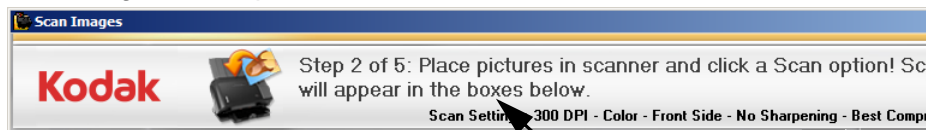**About**: displays the software version and copyright information.

Help: displays detailed information about this step in the process.

Exit: closes the *Kodak* Picture Saver System Software.

A message area is provided on all screens below the title bar.

Messages are displayed in this area

Customer Order Information screen

When you launch the Picture Saver System Software, the Customer Order Information screen will be displayed.

Customer Information

Order # (required) — enter any text you want to add for your own reference or select a previous order by clicking on the drop-down arrow. This text is appended with the date and time for new orders. This is a required field. Up to 51 alphanumeric characters are allowed in this field.

Name and Address — optionally enter the customer name, address and email address information. These are not required fields.

NOTE: These fields will auto-fill with any saved values when opening a previous order and the data may be modified.

- Up to 58 characters are allowed in the *Last, First, Street,* and *City* fields.
- Up to 42 characters are allowed in the *State/County/Country* and *Phone* fields.
- Up to 58 characters are allowed in the *E-Mail* field. If you enter an email address, it must be a valid email address format.
- Up to 24 characters are allowed in the *Zip/Post Code* field.
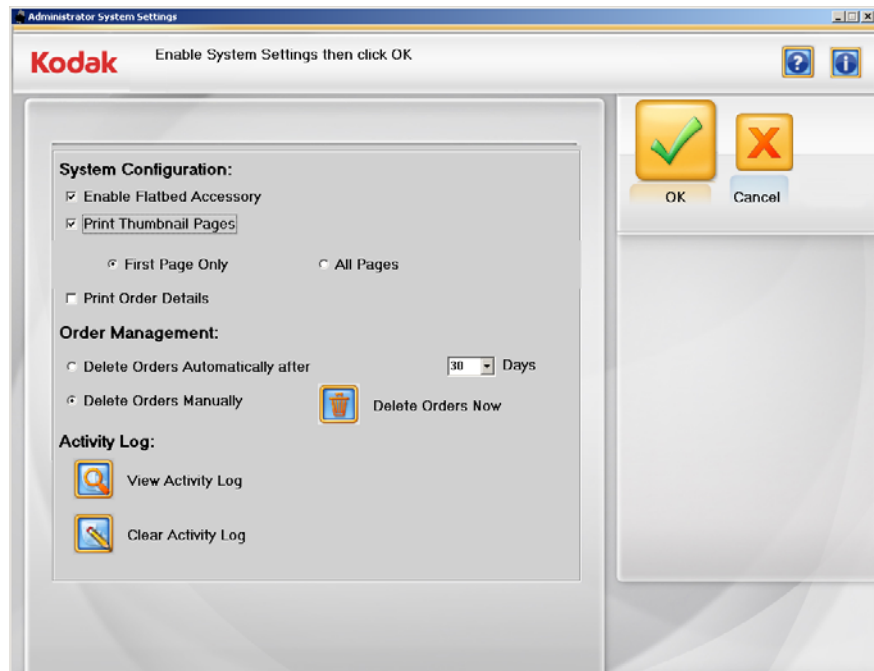
  NOTE: This information is saved in a .xml file format in the same directory where the images are saved.

Continue — displays the Scan Images screen.

Setup — displays the Administrator System Settings screen.

Administrator System Settings screen

Use this screen to set up the default system settings.

System Configuration

- **Enable Flatbed Accessory** — if the optional *Kodak* A3 or Legal Flatbed Accessory is attached to the PC, checking this box allows you to use the flatbed to scan one photo at a time or exception (i.e., fragile) photos.

- **Print Order Details** — checking this box allows you to print the order summary when you finalize the order, using the operating system's Print dialog box.

- **Print Thumbnail Pages** (*not available with the PS50 Scanner*) — if this box is checked, the system will automatically generate 8 x10-inch (203 x 254 mm) formatted pages with thumbnail images of the scans in each folder. When you burn a CD, DVD or *Kodak* Picture CD or copy your order to a USB or network drive, you can print these pages on any available printer.

  - **First Page Only**: the system will create a single page with thumbnail images of the first 45 scans in each folder (default).

  - **All Pages**: the system will create one or more pages with thumbnail images of all scans in each folder.

  Refer to the section entitled, "Thumbnail pages" later in this chapter for more information and a sample thumbnail print.

Order Management

- **Delete Orders Automatically after XX Days** (*not available with the PS50 Scanner*) — checking this option, will automatically delete orders that are more than the selected number of days old. Check this option and select a value from the drop-down list for the order retention period if you want the system to automatically delete older orders whenever you start a new order. **30** Days is the default retention period. A setting of **0** will cause the previous order to be deleted upon the start of the next order.

- **Delete Orders Manually** (*not available with the PS50 Scanner*) — check this option if you do not want the system to delete orders automatically.

- **Delete Orders Now** (*not available with the PS50 Scanner*) — if **Delete Orders Manually** is checked, this option will be available. When you click this button the following message will be displayed, ***Do you want to delete customer orders now? This will delete all orders older than XX days***. Click **Yes** to delete the orders or click **No** to close the message and clear the log at a later time.

NOTES:
- The value for XX is set in the drop-down box above the **Delete Orders Now** button.

- **It is the responsibility of the operator of the *Kodak* Picture Saver Scanning System to back up or delete customer orders from the hard drive as needed. Deleting files using the *Kodak* Picture Saver Scanning System PS80 performs a standard Windows file delete, and does not completely remove the files from the PC. A file shredder or eraser should be used to completely remove files and folders so they may not be recovered or restored from the hard drive.**

Activity Log (*not available with the PS50 Scanner*) — the system records details of each completed transaction in an activity log file. Refer to the section entitled "Log files" in Chapter 7 for a detailed description of this file.

- Click the **View Activity Log** icon to display the activity log.

- Click the **Clear Activity Log** to clear the activity log. When you click this button the following message will be displayed, ***Do you want to clear the activity log now? This will delete all records in the activity log***. Click **Yes** to clear the log, or click **No** to close the message and clear the log at a later time.

OK — accepts any changes and returns you to the Customer Order Information screen.

Cancel — does not save any changes and returns you to the Customer Order Information screen.

Scan Images screen

When you click **Continue** on the Customer Order Information screen, the Scan Images screen will be displayed.

You can organize the order into folders. When you begin a new order, you will be prompted to enter a folder name; scans will be saved to that folder. You can save scans to a different folder at any time by clicking **Select Folder**.

All image file names include the name of the folder they were saved into; e.g., [foldername]_00001A.ext.

If you are re-opening an order, you may scan additional images to any folder or move to the next screen. If the order was created on a previous version of the Picture Scanning Software, you will be prompted to select a name for the new folder.

Scan Settings — at the top of the Scan Images screen, the current Scan Settings are displayed. If these settings are not acceptable, you can change them by clicking the **Settings** button. For more information regarding these settings, see the section entitled, "Scan Settings screen".
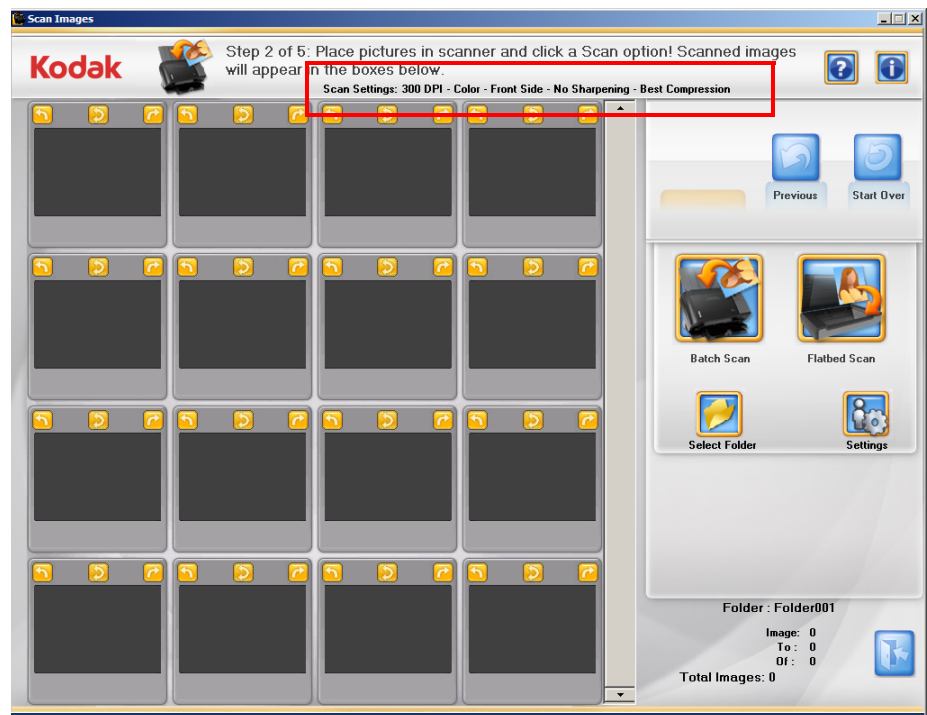
16-Up Display window — displays up to 16 images at a time within the active folder.

Scroll bar — use the scroll bar to navigate within the active folder.
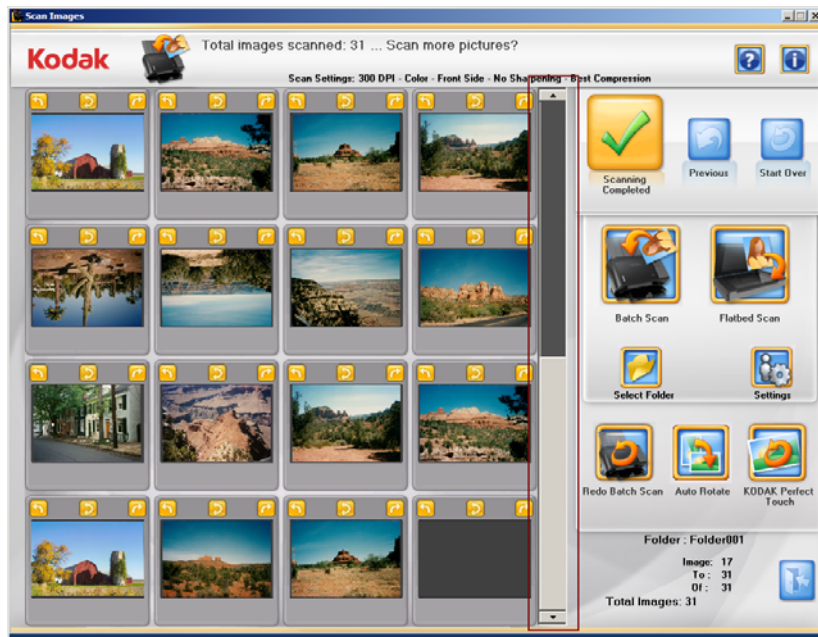
Previous — goes back to the Customer Order Information screen.

Start Over — goes back to the Customer Order Information screen and clears the system of all data for the current order. The confirmation message **Do you want to start over?** will be displayed.

Batch Scan — scans batches of photos using the Picture Saver System Scanner and displays the Scan Viewer screen.

Flatbed Scan — if an optional *Kodak* A3 or Legal Flatbed is attached and you have checked **Enable Flatbed Accessory** on the Administrator System Settings screen, this button will be displayed. Photos will be scanned from the flatbed and the Scan Viewer screen or Photo Selector screen (if installed and enabled) will be displayed.

Select Folder — allows you to change the active folder by choosing from a list of all folders in the current order, or by creating and naming a new folder. Scanned images will always be saved to the active folder.

NOTE: Up to 44 characters are allowed in a folder name, including alphanumeric characters, underscores, dashes and spaces.

Settings — when selected, the Scan Settings screen is displayed which allows you to change the following settings: the batch scan mode, sharpen images, resolution and other settings. For more information regarding these settings see the section entitled, "Scan Settings screen".

Folder — displays the name of the active folder.

- **Image**: displays the number of the first image shown in the 16-Up Display window.
- **To**: displays the number of the last image shown in the 16-Up Display window.
- **Of**: displays the total number of images in the folder.

Total Images — displays the total number of images in the order.

Scan Images screen (continued)

When you click **Batch Scan** or **Flatbed Scan** on the Scan Images screen, full size 1-up images will be displayed in the Scan Viewer screen as the photos are being scanned. After the batch is scanned, the Scan Viewer screen will close and the photos in the active folder will be rearranged and displayed in the order they were scanned. You can edit the entire folder or individual images, scan another batch to that folder or change folders and continue scanning.
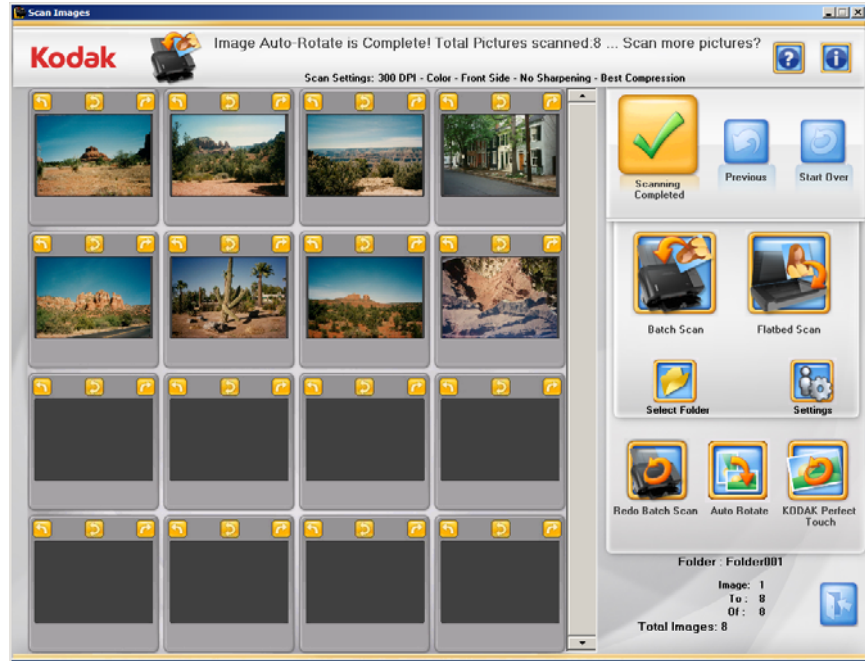
NOTE: To edit an individual image, click on the thumbnail. The Enhance Picture screen will be displayed.

16-Up Display window — displays up to 16 images at a time from the active folder. The last images scanned will be displayed initially.

Scroll bar — use the scroll bar to navigate within the order.

Rotates the image 90 degrees counter-clockwise (left).

Rotates the image 90 degrees clockwise (right).

Rotates the image 180 degrees.

NOTE: All rotations are lossless.

Scanning Completed — displays the Order Summary & Creation screen.

Previous — goes back to the Customer Order Information screen.

Start Over — goes back to the Customer Order Information screen and clears the system of all data for the current order. The confirmation message *Do you want to start over?* will be displayed.

Batch Scan — allows you to scan another batch of photos into the same order # from the *Kodak* Picture Saver System Scanner.

Flatbed Scan — allows you to scan another photo from an attached *Kodak* A3 or Legal Flatbed Accessory.

Select Folder — allows you to change the active folder by choosing from a list of all folders in the current order, or by creating and naming a new folder. Scanned images will always be saved to the active folder.

NOTE: Up to 44 characters are allowed in a folder name, including alphanumeric characters, underscores, dashes and spaces.

Settings — when selected, the Scan Settings screen is displayed which allows you to change the settings from batch to batch. For more information regarding these settings see the section entitled, "Scan Settings screen".

Redo Batch Scan/Redo Flatbed Scan — allows you to rescan and replace the last batch of scanned images and displays the Scan Viewer screen.

Auto Rotate/Cancel — when selected, the Picture Saver Scanning System will make every attempt to automatically rotate images to the correct orientation. This option works most effectively for photos with faces; therefore some photos may still need to be rotated manually.

- For two-sided scans, the back side image is automatically rotated with the same orientation as the detected orientation for the front side image.
- The Auto Rotate button will change to **Cancel** after it is selected.
- Selecting **Cancel** will stop the operation. Any changes performed before cancelling will be retained.
- Auto rotation is lossless.

KODAK Perfect Touch/Cancel — automatically enhances (e.g., color, contrast, brightness, etc.) images scanned as color in a batch. When this option is selected, a KODAK Perfect Touch progress bar is displayed at the top of the screen.

- The KODAK Perfect Touch button will change to **Cancel** after it is selected.
- Selecting **Cancel** will stop the operation. Any changes performed before cancelling will be retained.

Folder — displays the name of the active folder.

- **Image**: displays the number of the first image shown in the 16-Up Display window.
- **To**: displays the number of the last image shown in the 16-Up Display window.
- **Of**: displays the total number of images in the folder.

Total Images — displays the total number of images in the order.

Photo Selector screen

If you have the *Kodak* Photo Selector Accessory, when you click **Flatbed Scan** or **Redo Flatbed Scan** the Photo Selector screen will be displayed if enabled. This option is also available on the Enhance Picture screen.

NOTE: This option must be enabled on the Scan Settings screen. See the section "Scan Settings screen" later in this chapter for more information.

If you do not have this accessory, skip this section and go to the next section entitled, "Scan Viewer screen".

The *Kodak* Photo Selector Accessory allows you to scan pages from your photo albums or scrapbooks without removing the photos from the page or removing the page protector. Using the *Kodak* Legal Flatbed Accessory or the *Kodak* A3 Flatbed Accessory the software will identify and select separate images within the original flatbed scanned image. These are collectively referred to as *separated images* and the individual image selections as *selection frames*.

After the images are separated and saved, you can use the photo editing options to enhance your image, remove red eye, etc.
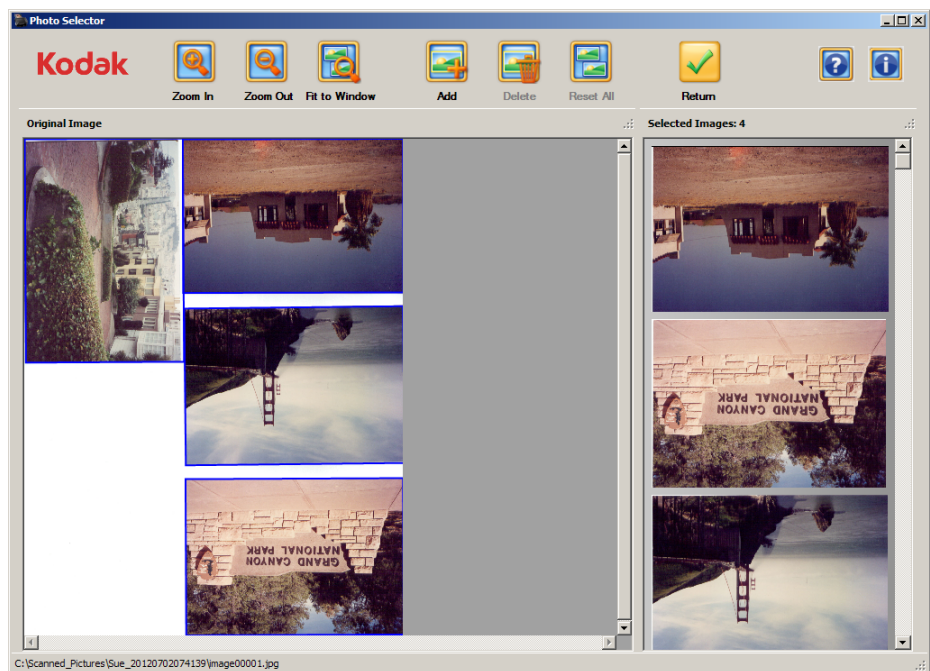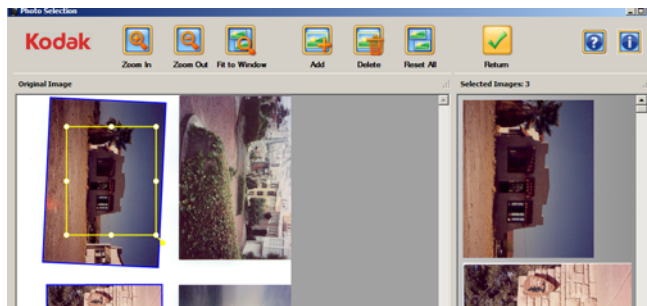

Original Images pane — displays the original image of the album page scanned from the flatbed. The photos are automatically identified and marked with a blue selection frame.

Selected Images pane — displays the individual images that have been separated from the original scanned image along with the total image count. Any selection frame changes that you make on the original image will be displayed in this pane. For example, if you delete an image selection frame from the Original Image pane, the image will be deleted from the Selected Images pane. You can rearrange the images in this pane to the order you want them returned to the main program by left-clicking on the image and placing it in the desired position.

Blue selection frame — outlines the borders of a photo after scanning. When you click on an individual image selection, the blue selection frame will turn yellow and the Delete button will become active.

Yellow selection frame — when you click on an individual image selection, the blue selection frame will turn yellow and the Delete button will become active. You can use the yellow selection frame to straighten an image after scanning and resize or crop an image. When you make a change using the yellow selection frame the resultant image will be displayed immediately in the Selected Images pane. If you hold down the Ctrl key while adjusting the yellow selection frame, it will give you finer control on the selected area.

Zoom in — magnifies the image in the Original Image pane.

Zoom out — reduces the image in the Original Image pane.

Fit to window — reduces or magnifies the image in the Original Image pane to fit the entire window.

Add — when selected, allows an image selection frame to be drawn to add an image to the Selected Images pane.

Delete — when an image is selected and you click **Delete**, that image will be removed from the Selected Images pane.

Reset All — when selected, reverts back to the original automatically separated images. This option is available if any changes have been made.

Return — when clicked, returns you to the Scan Images screen. If you made any changes to any images, the message, ***Do you want to save the selected images?*** will be displayed.
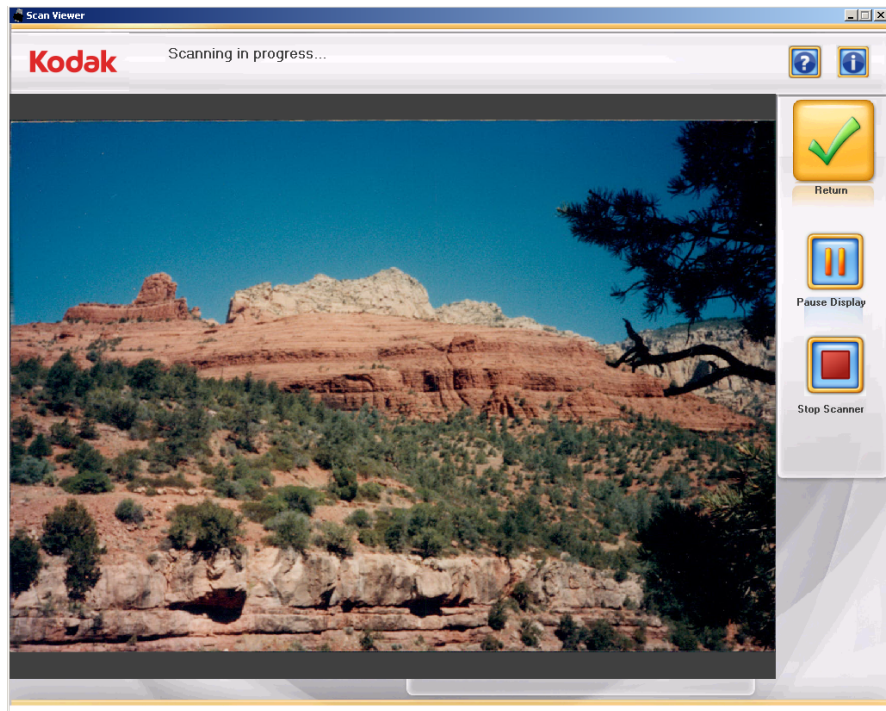

About: displays the software version and copyright information.

Help: displays the on-line help for this screen.

Scan Viewer screen

When you click **Batch Scan, Flatbed Scan, Redo Batch** or **Redo Flatbed Scan** or **Redo Scan**, the Scan Viewer screen will be displayed.

The screen will display images one at a time while scanning, then close automatically when scanning is completed.

Pause Display/Continue Display — when selected, will hold the currently displayed image. When selected again, will refresh to the most recently scanned image.

Stop Scanner — when selected, scanning will stop. The Scan Images or Enhance Picture screen will be displayed.

NOTE: If there are no photos in the feeder at the time **Stop Scanner** was clicked, the scanner will continue to run until the transport time out is reached and the Scan Images or Enhance Picture screen will be displayed. To bypass long transport time outs, place a photo in the scanner to transport it through the scanner, the transport will then stop when the photo exits. This photo will not be part of your batch of scanned images.

Return — returns to the Scan Images or Enhance Picture screen.

The Scan Viewer refresh rate may be adjusted to show every image or to sample the scanned images from every image up to every tenth image. The Scan Viewer screen may also be disabled. Refer to section *Application Configuration* in Chapter 7 for more information.

Scan Settings screen

The Scan Settings screen allows you to change the default settings (as shown) that are used in the scanning process.
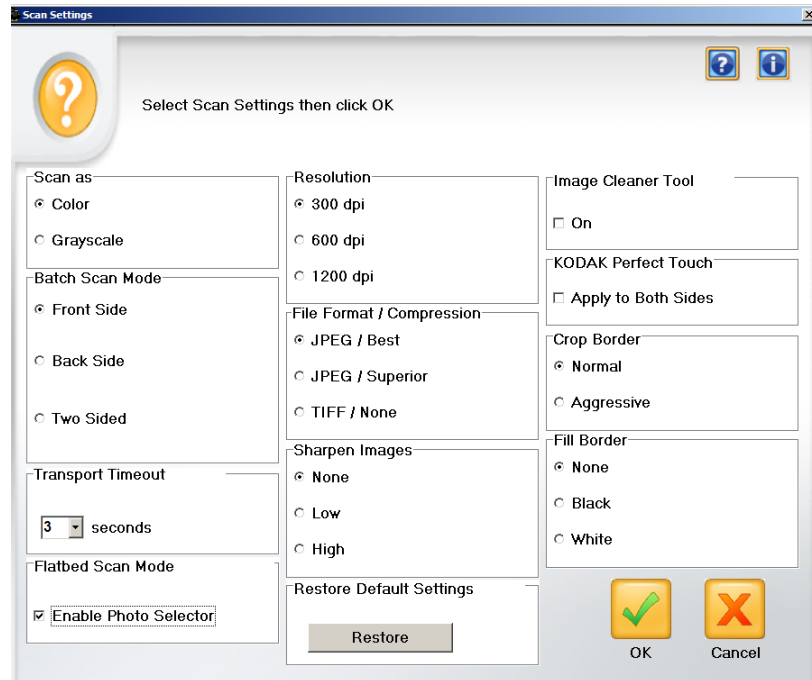
Scan as — select either **Color** or **Grayscale**.

NOTE: Color scanning is recommended for most photos, including black and white and grayscale photos, so KODAK Perfect Touch and Sharpen processing may be applied to the scanned images. Use **Grayscale** scanning for exception processing if color scan results are not what you desired.

Batch Scan Mode — select one of the following batch scan modes:
- **Front Side** — captures the front side of the photo that is in the input tray. This is the recommended mode for photos.

- **Back Side** — captures the back side of the photo that is in the input tray.

- **Two Sided** — captures both sides of the photo as two separate image files labeled A and B.

   NOTE: Photos should always be scanned face up, with the tops pointing down into the scanner.

Transport timeout — allows you to set the amount of time the scanner will wait after the last photo enters the transport before the transport timeout action is taken. You can specify a time delay setting from 1 to 20 seconds to allow more time to insert the next photo or document into the current batch.

Flatbed Scan Mode — this option is only visible if you have the *Kodak* Photo Selector Accessory. If you do have this accessory, check **Enable Photo Selector** to enable this option to directly send the image scanned from the flatbed to the Photo Selector Accessory to complete the flatbed scan. For more information, see the section entitled, "Photo Selector screen" earlier in this chapter.

Resolution — allows you to select the dots per inch (dpi), which affects the size of the image. The options are: 300, 600 and 1200 dpi. The default is 300 dpi. In most cases, 300 dpi is sufficient. Selecting 600 dpi or 1200 dpi increases scanning and processing time.

NOTE: 1200 dpi is disabled if TIFF file format is selected.

File Format/Compression — select one of the following settings for file format and compression.

- **JPEG/Best** — optimum compression, best image quality. Creates a smaller file size than **JPEG**/**Superior**. Select **JPEG**/**Best** if you want standard size reprints of scanned image files.
- **JPEG/Superior** — minimum compression, superior image quality. Creates a file that is 5 to 10 times larger than **JPEG**/**Best** compression, which will impact performance. Select **JPEG**/**Superior** if you want to reprint enlargements of scanned image files.
- **TIFF/None** — no compression. Creates a file size that is 2 to 8 times larger than **JPEG/Superior.** Select **TIFF/None** for archival scanning.

NOTES:

- Any order that includes TIFF image files cannot be burned to a *Kodak* Picture CD.
- 1200 dpi resolution is disabled for TIFF images. Do not scan photos larger than 8 x10 inches as TIFF files.

Sharpen Images — sharpening is applied as the images are scanned if you have a PS80 Scanner; if you have a PS50 Scanner, sharpening is applied *after* batch scan completes.

The options are:

- **None**: no sharpening will be done. This is the default.
- **Low**: low amount of sharpening applied.
- **High**: high amount of sharpening applied.

NOTE: **Low** is the recommended sharpening setting in most cases where sharpening is desired. This option is not recommended for grayscale images.

Restore default settings — clicking this button will return all scan settings on this screen to their default values as following:

- **Scan as:** Color
- **Batch Scan Mode**: Front Side
- **Transport timeout**: 3 seconds
- **Resolution**: 300 dpi
- **File Format/Compression**: JPEG/Best
- **Sharpen Images**: None
- **Image Cleaner Tool**: Off
- **KODAK Perfect Touch**: Apply to Both Sides: Off
- **Crop Border**: Normal
- **Fill Border**: None
- **Flatbed Scan Mode**: Enable Photo Selector (if installed); Off (if not installed)

Image Cleaner Tool — when checked, the Picture Saver System will make every attempt to eliminate any streaks in the image during the scanning process. Applying the Image Cleaner Tool does not slow down the scanning process. Frequently streaks in images are caused because the scanner has accumulated dust and dirt. Be sure your scanner is clean to help prevent streaks in images.

NOTE: The Image Cleaner tool is not applied to flatbed scans and front side scans.

KODAK Perfect Touch — if you check the **Apply to Both Sides** checkbox, KODAK Perfect Touch will be applied to both sides of any photo that you scan two-sided when applying KODAK Perfect Touch. If you do not check this box, it will only be applied to the side of the photo facing up. In most cases where the back of the photo has only text written on it, KODAK Perfect Touch will have no effect on the back side of the image; running KODAK Perfect Touch only on the front side will reduce processing time.

For single-sided scanning, KODAK Perfect Touch will always be applied to the side of the photo that you scan.

Crop Border — allows you to set the amount of cropping at the boundaries of the image.

- **Normal**: automatically crops to the edge of the scanned image.

- **Aggressive**: produces an image that contains just the photo by eliminating any residual border. If the image has rough or uneven edges, setting **Aggressive** cropping may eliminate any gaps where the background would show through. There is a possibility that a small amount of image area will be lost.

Fill Border — allows you to create a border 0.02 inches wide around the edge of the image. This border will be added inside the image area; it will replace image content. You can choose:

- **None**

- **Black**

- **White**

You can change the width of the border. Refer to the section, *Application Configuration* in Chapter 7 for more information.

Enhance Picture screen

When you click on a thumbnail on the Scan Images screen, the image will be displayed in the Enhance Picture screen.
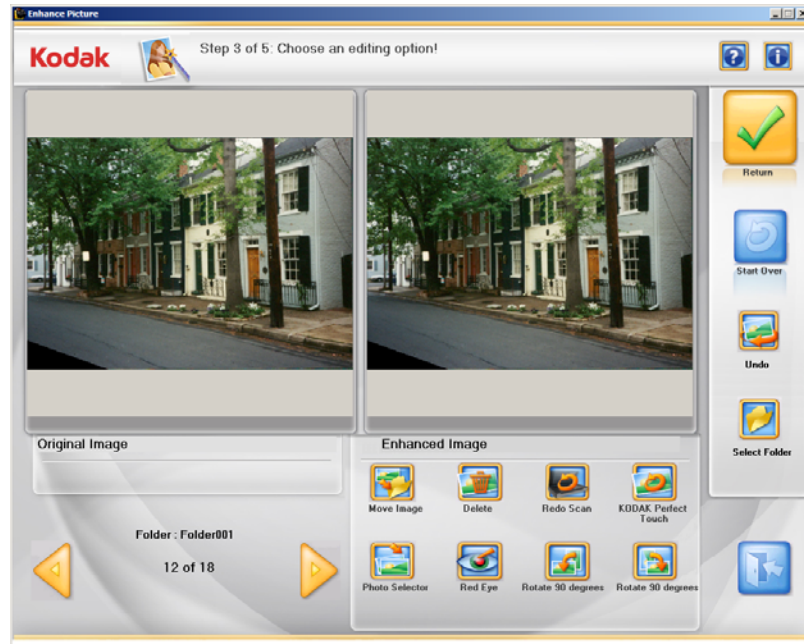
Original Image/Enhanced Image — the Original Image window displays the image as it was scanned. When you select one of the Enhanced Image icons (e.g., Red Eye), the changes will be displayed in the Enhanced Image window. You can click on either the original or enhanced image to view an enlarged image on the Image Viewer screen. To return to the Enhanced Image screen from the Image Viewer, click on **Close Viewer**. When you are finished with the current image, a message will be displayed asking if you want to save the changes.

Return — goes back to the Scan Images screen.

Start Over — goes back to the Customer Order Information screen and clears the system of all data for the current order. The confirmation message *Do you want to start over?* will be displayed.

Undo — removes any recent changes and returns you to the original image.

Select Folder — allows you to change the active folder by choosing from a list of folders in the current order. The first image in the new active folder will be displayed.

NOTE: You can only change the active folder; it is not possible to create a new folder.

Folder — displays the name of the active folder. The navigation arrows allow you to scroll through the images in the active folder. To view and edit images in other folders, you must change the active folder using the **Select Folder** button.

Moves to the previous image   Moves to the next image

Enhance Image icons

Move image — Moves the current image to a different folder in the order. You will be prompted to choose which folder to move the image to. The name of the image file will be changed to include its new folder; e.g., [newfoldername]_00001A.ext.

Delete — Deletes the selected image.

Redo Scan — Replaces the current image with the rescanned images. If multiple photos are rescanned, the current image is replaced and the rescanned images are inserted in place into the correct order. If reverse scan order is turned on, then the image order will be reversed the same as a batch scan. When rescanning multiple images, you may save all of the rescanned images or none of the images. You may select to rescan the photos **Front Side, Back Side** or **Both Sides** or from the flatbed, if a flatbed is attached.

Rescanned images will be displayed in the Scan Viewer screen or Photo Selector screen (if installed and enabled).

Kodak **Photo Selector** — If you have the *Kodak* Photo Selector Accessory, this option will be available. When selected, displays the Photo Selector screen with the current image in the Enhance Photo screen.

Kodak **Perfect Touch** — Enhances the colors, contrast, brightness, etc. in the scanned image. This option applies to black and white and color images scanned as color.

Red Eye — Removes the red eye in the scanned image. This option applies to color images scanned as color.

Rotate 90 degrees Left — Rotates both the original image and the enhanced image 90 degrees to the left (counter-clockwise).

Rotate 90 degrees Right — Rotates both the original image and the enhanced image 90 degrees to the right (clockwise).

Order Summary & Creation screen

When you click **Scanning Completed** on the Scan Images screen, the Order Summary & Creation screen is displayed. This screen allows you to finalize your order.

Order Information — displays the information previously entered on the Customer Order Information screen. If desired, you can change any customer information except the Order #.

Pictures Scanned — displays the total number of photos scanned.

Total Size — displays the total size of the image files.

Media — displays the number of each type of media that is required for the scanned image files.

Finalize Order — completes this order by adding order information to the Activity Log and Data Log. You can optionally print the Order Summary as part of order completion if this option was enabled on the Administrator System Settings screen.

Previous — displays the Scan Images screen.

Start Over — goes back to the Customer Order Information screen and starts a new order. The confirmation message **_Do you want to start over?_** will be displayed.

You can output the order by selecting **Burn CD, Burn DVD, Burn KODAK Picture CD** or **Copy To**.

NOTES:
- Some of these buttons may be disabled if you do not have permission to burn CDs and DVDs. Refer to the section entitled, "Application configuration" in Chapter 7 for more information.

- TIFF image files cannot be burned to a _Kodak_ Picture CD. If the order includes any TIFF files, the **Burn KODAK Picture CD** button is disabled.
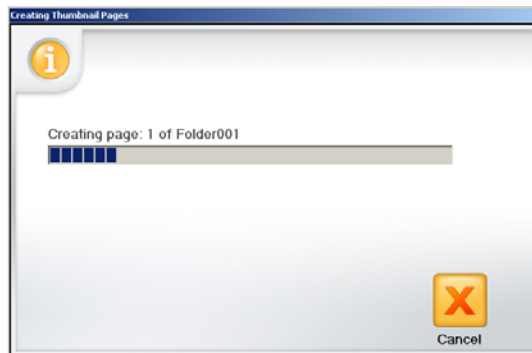
Thumbnail pages

NOTE: Print Thumbnails is only available with the PS80 Scanner.

When **Print Thumbnail Pages** is checked on the Administrator System Settings screen, pages with thumbnails of your images will be generated. A dialog box allowing you to print the thumbnail pages will be displayed when you select **Burn to CD/DVD/KODAK Picture CD** or **Copy To**.

- If you selected **First Page Only** on the Administrator System Settings screen, you can print a single page for each folder with thumbnails of the first 45 images in that folder.

- If you selected **All Pages**, you can print pages with thumbnails of all images in each folder.

When you select **Burn to CD/DVD/KODAK Picture CD** or **Copy To**, the system will generate all selected thumbnail pages for the order, according to your choice on the Administrator System Settings screen. It will display a progress bar on the Creating Thumbnail Pages dialog box.

If you click **Cancel**, the system will stop generating thumbnail pages, and you can proceed to output your order to the chosen media.

After the first thumbnail page for each folder has been generated, you will be prompted to print the thumbnail pages for that folder via a Windows print dialog box. You can print those pages on any available printer, or you can cancel printing. If you cancel, the system will continue generating thumbnail pages for the next folder in the order.

After the last page is complete, you can output your order to the chosen media.

- The thumbnail page is formatted as an 8 x 10-inch (203 x 254 mm) jpeg file at 96 dpi resolution.

- Only the front sides of images will be printed as thumbnail images.

- The order date (7/30/2012), order name (Test1_20110930111429), media label: folder name (FD_01:Folder001) and page number will appear on each thumbnail page.

- The sequence number of each thumbnail image appears in the lower right corner of the image.

- All thumbnail pages will be saved in the root directory of each order. They will be named [media label]_[page number].jpg.


Burn CD or Burn DVD

If **Print Thumbnail pages** is checked on the Administrator System Settings screen, pages with thumbnails of your images will be generated, and a dialog box allowing you to print these pages will be displayed. The thumbnail page files are not automatically burned to the media; however, you can add them by selecting **Add Files** on the Burn Files tab. See the previous section entitled, "Thumbnail pages" for more information.

The Burn CD/DVD dialog box will be displayed allowing you to burn this order to a CD or DVD. You can also add other files or folders to the same CD or DVD. The folder for each order will remain on the hard drive in the order directory, by default C:\Scanned_Pictures.

NOTE: If the order is too large to fit on a single CD/DVD, the system will partition the order to fit on multiple media, labeled FD_01, FD_02, etc. and will display a progress bar for this operation.

Burn Files tab
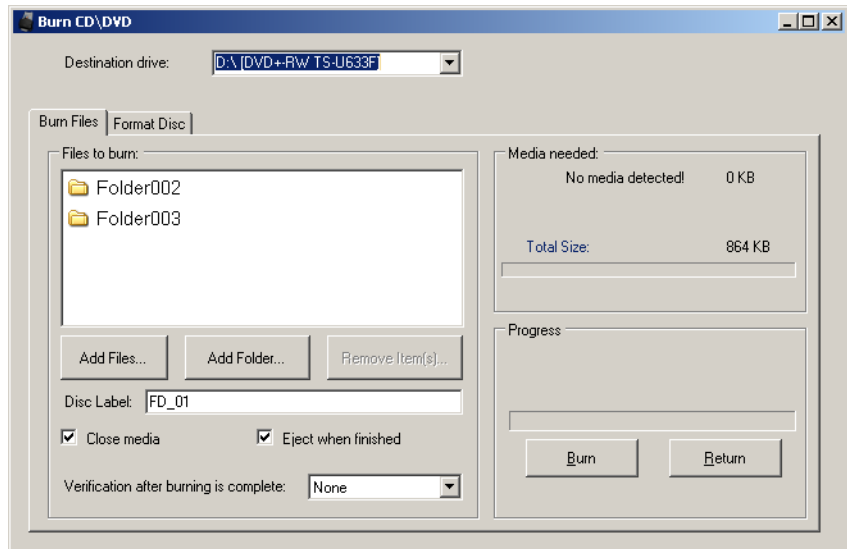
- **Destination drive**: allows you to select the CD/DVD drive where you want to write your images to media.

- **Files to burn**: shows the folders that will be burned to the current CD/DVD. If more than one CD/DVD is needed, you will be prompted to insert additional media as required.

- **Add Files**: use to add files to the list of files and folders to burn.

- **Add Folder**: use to add one folder at a time to the list of files and folders to burn.

- **Remove Items**: allows you to select files or folders to remove from the list of files and folders to burn.

- **Disc Label**: defaults to the media label. You can change the default. Up to 32 characters are allowed in this field.

- **Close media**: defaults to checked, which will finalize the CD/DVD to play in other PCs.

- **Eject when finished**: if checked, will automatically eject the CD/DVD when burning is complete.

- **Verification after burning is complete**: you can select **None** (no verification will take place) or select a **Quick** or **Full** verification process that the data was burned successfully.

- **Burn/Cancel** — click this button to start or cancel a burn. Cancelling a burn in progress may result in an unusable CD/DVD. There may be a delay after selecting **Burn** while the media spins up, before burning starts.

- **Return** — click this button to return to the Order Summary and Creation screen.

Format Disc tab

The Burn CD or Burn DVD screen also has a Format Disc tab which allows a previously used CD-RW/DVD-RW to be formatted (cleared) so it may be reused. This tab has the following options:
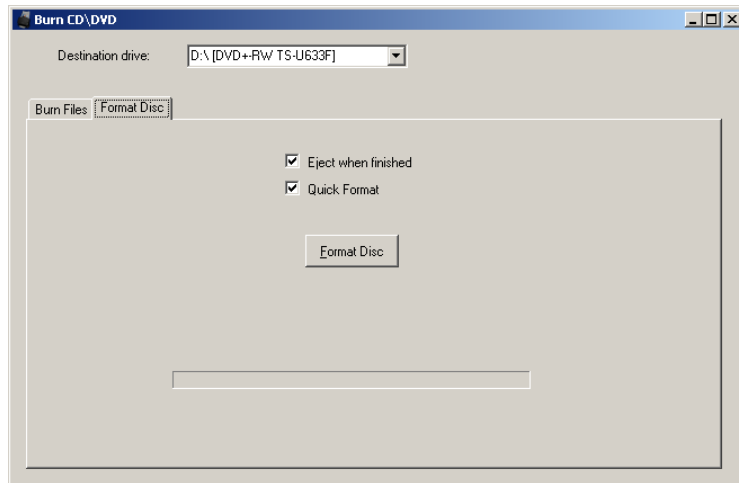
- **Eject when finished**: if checked, will automatically eject the CD-RW/DVD-RW when formatting is complete.

- **Quick Format**: if checked, will perform a quick formatting process; otherwise a full formatting will be performed.

- **Format Disc**: click this button to start formatting a rewritable disc. When the disc formatting has completed, click the **Burn Files tab** to write to disc.

Burn *Kodak* Picture CD   If **Print Thumbnail pages** is checked on the Administrator System Settings screen, pages with thumbnails of your images will be generated, and a dialog box allowing you to print these pages will be displayed. The thumbnail page files are not burned to the *Kodak* Picture CD. See the section entitled, "Thumbnail pages" earlier in this chapter for more information.

The Burn CD\DVD dialog box will be displayed allowing you to burn this order to a *Kodak* Picture CD. The folders for each order will remain on the hard drive in the order directory, by default C:\Scanned_Pictures.

NOTE: If the order is too large to fit on a single *Kodak* Picture CD, the system will partition the order to fit on multiple media, labeled FD_01, FD_02, etc. and will display a progress bar for this operation.

Burn Files tab
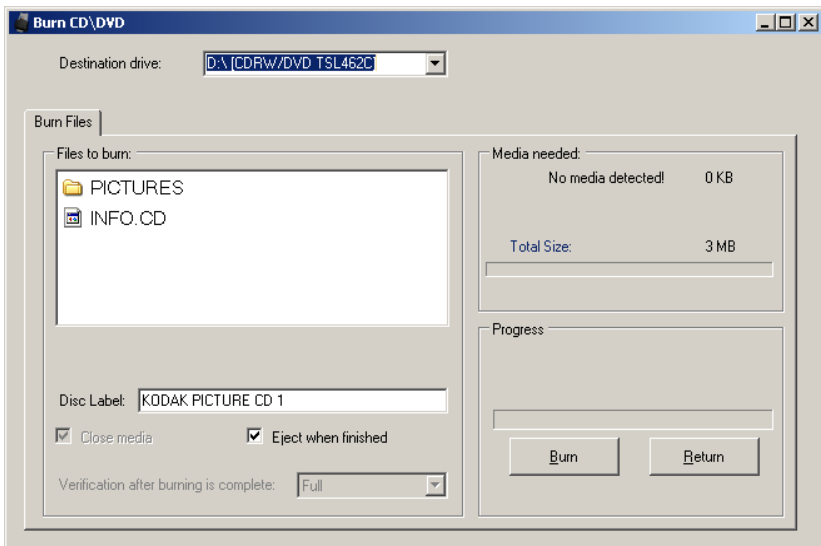
*   **Destination drive:** allows you to select the CD/DVD drive where you want to write your images to media. The media for the Burn KODAK Picture CD must be a *Kodak* Picture CD.

*   **Files to burn**: the *Kodak* Picture CD format does not allow subfolders in the \PICTURES folder. Any folders that you created will not appear on the *Kodak* Picture CD; all images will be burned to the \PICTURES folder.

    If more than one *Kodak* Picture CD is needed, you will be prompted to insert additional media as required.

    NOTE: You can always tell which folder an image was saved to, because the folder name is included as part of the image file name.

*   **Disc Label**: defaults to *Kodak* Picture CD and should not be changed.

- **Close media**: is checked and may not be unchecked. This will finalize the *Kodak* Picture CD to play in other PCs and supported DVD players.

- **Eject when finished**: if checked, will automatically eject the *Kodak* Picture CD when burning is complete.

- **Verification after burning is complete:** is always set to **Full Verification** for *Kodak* Picture CD.

- **Burn/Cancel** — click this button to start or cancel a burn. Cancelling a burn in progress may result in an unusable *Kodak* Picture CD. There may be a delay after selecting **Burn** while the media spins up, before burning starts.

- **Return** — click this button to return to the Order Summary and Creation screen.

Copy to

If **Print Thumbnail pages** is checked on the Administrator System Settings screen, pages with thumbnails of your images will be generated, and a dialog box allowing you to print these pages will be displayed. The thumbnail page files are automatically copied to the selected media at the root level of the order folder. See the section entitled, "Thumbnail pages" earlier in this chapter.

The Copy To dialog box will be displayed allowing you to copy your order to another location such as a USB drive or network drive. The folders for each order will remain on the hard drive in the order directory, by default C:\Scanned_Pictures.

NOTES:

- To optionally create a new folder, click the **Create New Folder** button, then enter the name of the folder in the text box below **New Folder Name**.

- Only alphanumeric characters, dashes, underscores and spaces are allowed.

4   Scanning Photos

Contents

Getting your scanner ready to scan

Even though your scanner can be tilted to an upward and downward position, it is strongly recommended that you scan your photos in the downward position.

1. Be sure the scanner is on and ready to scan (green LED/Start button will be on and constant).

2. Tilt and rotate the scanner away from you to place your scanner in the downward position.
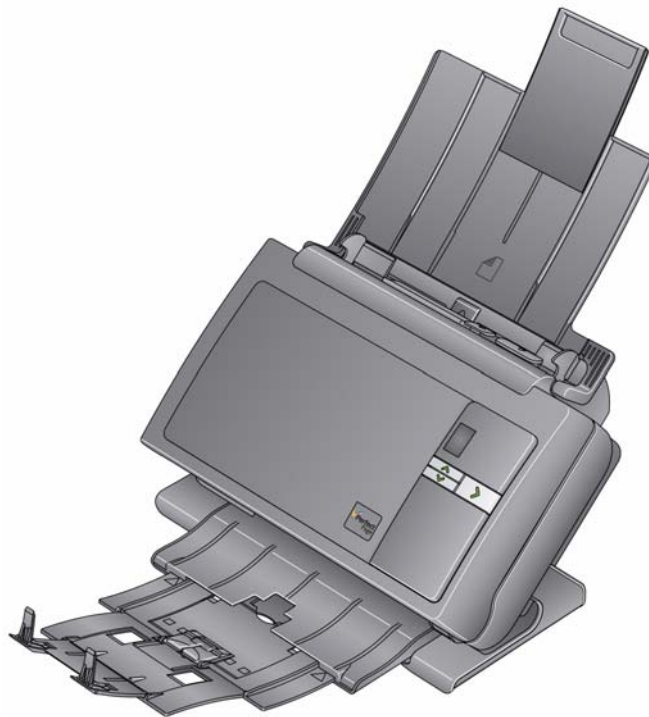
   IMPORTANT: When using the tilt feature, be sure the scanner cover is closed.

3. Adjust the side guides (by sliding them in or out) to accommodate the size of the photos you are scanning.

4. Adjust the input tray and output tray to accommodate your scanning needs.

- The output tray can be extended to accommodate photos up to 14 inches in length.

Getting your photos ready to scan

1. When organizing your photos for scanning, stack the photos so the edges are aligned and centered in the input tray. This allows the feeder to introduce photos into the scanner one at a time.

2. Remove all staples and paper clips before scanning. Staples and paper clips on photos may damage the scanner and photos.

3. Any inks and correction fluids on the photos must be dry before scanning is started.

4. Place the photos you want to scan in the input tray of the scanner. Be sure the photo(s) you want to scan are face up (see below).

   • If you encounter problems feeding large stacks of photos, place the first 25 photos in the tray and start scanning; then place the rest of the stack in the tray on top of the small stack of photos.

   • You may have to tap the bottom of the stack into the feeder periodically to ensure the photos feed properly.

NOTE: If you want to keep your photos in a specific order, do the following:

Take your photos and place them face up on the table. Take the first batch from the top of this stack and place them face up in the scanner. Select **Batch Scan**. When the stack is completely scanned and the scanner has stopped, place another stack in the scanner and select **Batch Scan**. When you are using this method, the scanner should be allowed to stop after each batch is scanned, otherwise the photos will not be in the desired order.
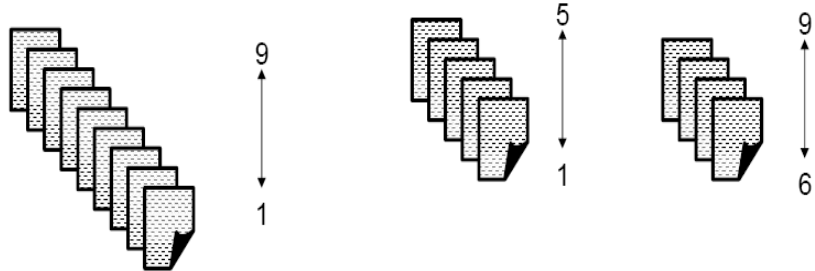

Photo	File name
1	XXXX_01.jpg
9	XXXX_09.jpg

Alternatively, take your photos and place them face down on the table. Take your first batch from the top of this stack and place them face up in the scanner.

For example, if your stack has 9 photos, you would place them face down on the table so that photo 1 is facing the table, and the back of photo 9 is on the top of the stack. If you take the first 5 photos on the top of this stack (9,8,7,6,5) and place them face up in the scanner and scan them, as the scanner empties, place the rest of the photos (4,3,2,1) in the scanner face up.
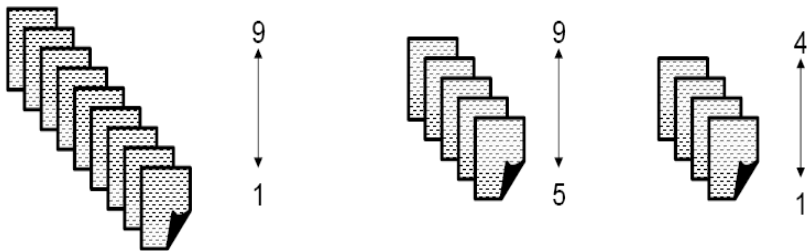
When the stack is completely scanned, the software will reorder the image files so that photo 1 will be image 1 and photo 9 will be image 9, etc. When you are using this method, do not stop the scanner during scanning, otherwise the photos will not be in the desired order. You may want to increase the transport timeout using this method.

Handling guidelines

Before scanning a batch of photos, review the following guidelines to save time and improve efficiency. Refer to Chapter 6, *Achieving Good Quality Images* for detailed information regarding photo handling and the importance of scanner cleanliness.

- **Handle photos with care**! Be sure your hands are clean or wear clean white cotton gloves. Avoid touching the photographic surface.

- Fragile or precious photos should be scanned using the *Kodak* A3 Flatbed Accessory or *Kodak* Legal Flatbed Accessory to eliminate the risk of damage from automated handling.

- Use the scanner in a clean, dust-free environment.

- Cover the scanner when it is not in use.

- Avoid unnecessary bending and flexing of photos.

- Due to copyright laws, any professionally taken photos that are copyrighted cannot be scanned without written permission from the owner.

- Two-sided photo scanning:
  - If you have a batch of photos where both sides of some photos need to be scanned, group these photos together and scan them in a separate batch. This will save time deleting unwanted blank images.
  - If you need to rescan one side of a two-sided photo, select the side you want to rescan, otherwise select **Two-sided** to rescan both sides.

- If you have a batch of photos that need color enhancement, brightness adjustment, etc., group these photos together. When you select **KODAK Perfect Touch** after scanning, the application software enhances the entire folder of images at the same time.

- When you delete an image in a display of 16 on the Enhance Picture screen, the display will shift to include the first image from the next group of 16 images to be displayed.

Scanning your photos

Before you begin, be sure the Picture Saver System Scanner is on and in the Ready state and the USB software dongle is inserted in a USB port on your PC.

1. Double-click on the Picture Saver System Software shortcut on the desktop, or select **Start>Programs>Kodak>KODAK Picture Saver System>Picture Saver System**. A splash screen will be displayed while the system initializes; then the Customer Order Information screen will be displayed.

2. If you want to change any of the system settings, click the **Setup** button to go to the Administrator System Settings screen, make any desired changes and click **OK**.

3. Enter up to 51 alphanumeric characters in the *Order #* field to identify this order or select a previous order by clicking on the drop-down arrow. You must make an entry in this field.

4. If desired, enter the *last name, first name, phone, street, city, state/county/country, zip/post code* and *email* information in the available fields. This data will auto fill with any data previously entered when re-opening an order and the data may be modified.

5. Select **Continue** and enter or edit the folder name if prompted.The Scan Images screen will be displayed. The Scanning Completed button will be active if the order already contains photos to allow you to proceed to the following screens.
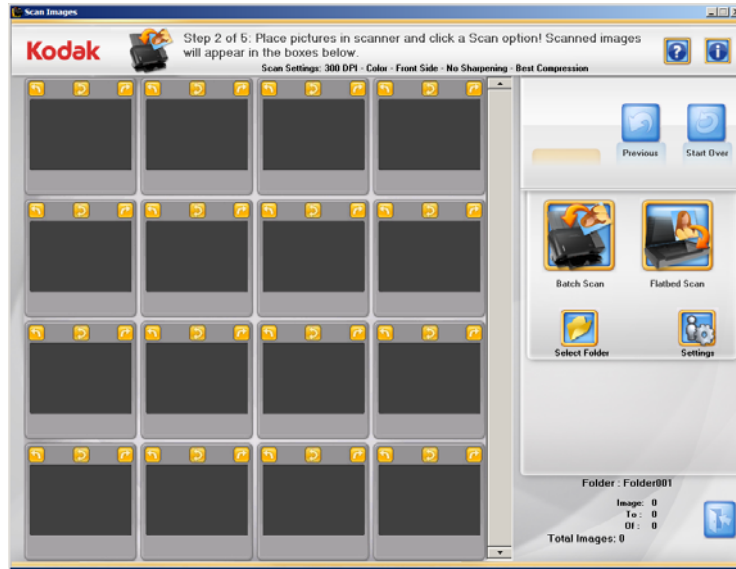
6. Place a batch of photos in the scanner's input tray (for a Batch Scan) or as a single photo on the flatbed platen (for a Flatbed Scan). Be sure the photos you want to scan are facing up properly.

   NOTES:

   • For best feeding performance always scan the photos with the scanner body tilted to the downward position and with photos face up and oriented as shown below.

   • Photos will be fed into the scanner from the bottom of the stack. Therefore, if you want your photos scanned in a specific sequence, feed your photos as described in the section entitled, "Getting your photos ready to scan" earlier in this chapter.

7. Click **Settings** if you want to change any of the default scan settings (i.e., mode, resolution, sharpen images, etc.).

    NOTE: Within an order you can change the settings anytime before starting a Batch or Flatbed scan.

8. Click **Batch Scan** or **Flatbed Scan**.

    NOTES:

    *   If you are using an optional *Kodak* Legal Flatbed or *Kodak* A3 Flatbed, the photo must always be placed face down on the platen.
    *   When **Batch Scan** is selected, you have 1 to 20 seconds to place photos into the Picture Saver System Scanner depending on the transport timeout value.

    As photos are being scanned, the scanned images will be displayed 1-up in the Scan Viewer screen.


    Pause the Scan Viewer display for an extended review of the image currently displayed. The scanner will not stop.

    Click **Stop Scanner** to stop scanning. You will be returned to the Scan Images screen.

When the Scan Viewer screen is closed, the Scan Images screen will be displayed.
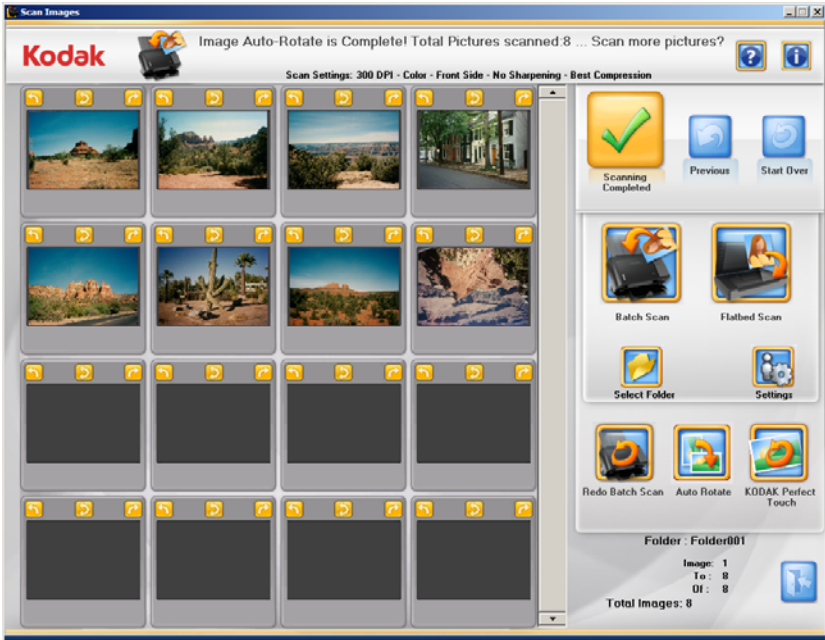
NOTE: If you are using the *Kodak* Photo Selector Accessory and are scanning photos using the flatbed, the Photo Selector screen will be displayed if the **Enable Photo Selector** option has been enabled on the Scan Settings screen.
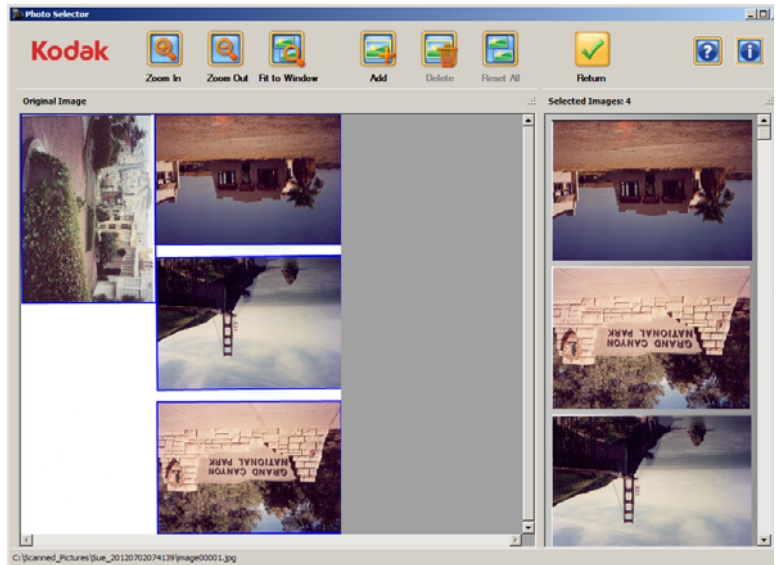
**Proceed to the next step if you are using the Photo Selector Accessory, if not proceed to Step 10.**

9. Select any images that you want to make changes to (i.e, straighten, delete, etc.). When finished, click **Return**.

- You can use the following shortcut keys:
    - Insert key: to add a photo to the Selected Images pane.
    - Delete key: to delete a photo from the Selected Images pane.
    - Page Up: to zoom out.
    - Page Down: to zoom in.
    - Home: to fit to window.
    - Tab: to scroll through the images
    - Ctrl: finer control of the yellow selection frame
- You can drag and drop an image to reorder images in the Selected Images pane.
- To override the snap-to-edge behavior of the yellow selection frame, press and hold the Ctrl key while you drag the edge to the desired location.

10. If you do not need to make any changes and are finished scanning all photos in this order, go to Step 12.

11. If you want to scan more photos, make enhancements, etc. these options are available:

- If you want to scan another batch of photos to this folder, place more photos in the input tray and click **Batch Scan**.
- If you want to change the active folder, click **Select Folder.**
- If you want to scan a single photo using the A3 or Legal Flatbed Accessory, place the photo on the flatbed and click **Flatbed Scan**.
- Use the rotate arrows on each displayed image to rotate as desired, or select **Auto Rotate** for the Picture Saver System Software to make every attempt to automatically rotate images to the correct orientation. This option works effectively for photos with faces; therefore, some photos may still need to be rotated manually. You can click **Cancel** to stop auto rotation.
- If you want to enhance the colors, contrast, brightness, etc. of all of the images scanned as color in the active folder, click **KODAK Perfect Touch**. You can click **Cancel** to stop KODAK Perfect Touch.
- If you want to rescan and replace the last flatbed image or batch of scanned images, place the desired photos back in the input tray or flatbed and click **Redo Batch Scan** or **Redo Flatbed Scan**. The rescanned images will be displayed on the screen in place of the previous batch.
- If you want to edit an individual image (e.g., rotate, delete, KODAK Perfect Touch, etc.), click on the image you want to enhance. The Enhance Picture screen will be displayed.

- Redo scan may be used to replace a multi-feed image with images from multiple photos.
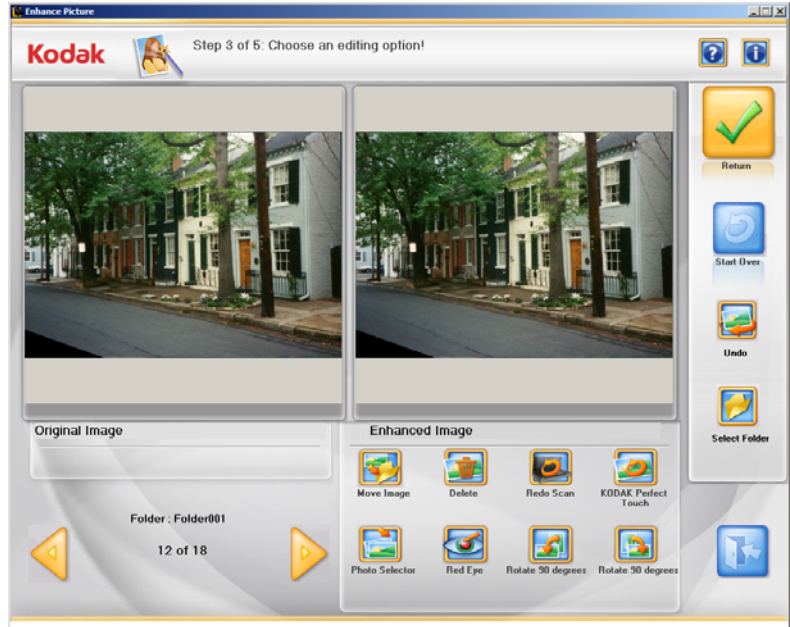
12. Make any desired changes, then click **Scanning Completed**.

The Order Summary & Creation screen will be displayed.
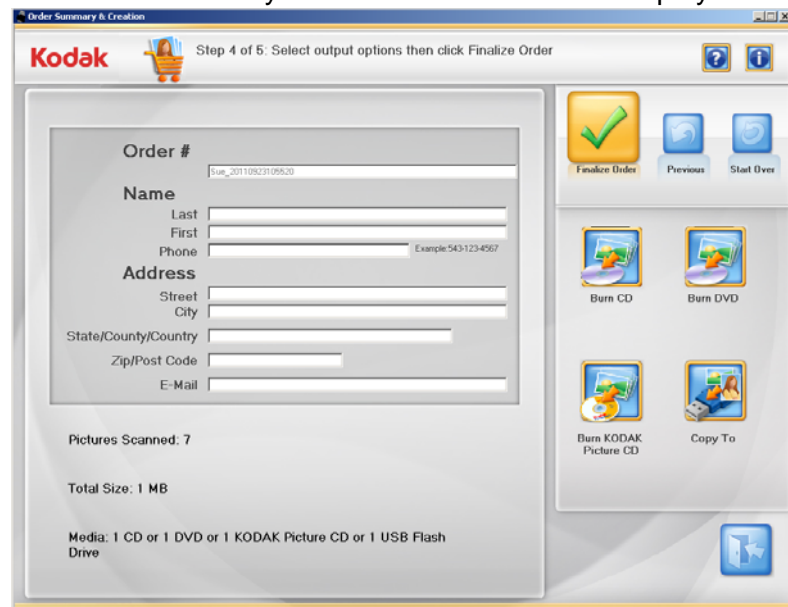
13. Verify that all the information in the order summary is complete. Edit customer information if desired.

14. Output your image files to the desired media.

- If you want to burn a data CD or DVD, click **Burn CD** or **Burn DVD** and make your selections on the Burn CD/DVD screen.

- If you want to burn a *Kodak* Picture CD, click **Burn KODAK Picture CD** and make your selections on the Burn CD/DVD screen.

- If the **Print Thumbnail Pages** checkbox was checked on the Administrator System Setting screen, you can print thumbnail pages on an available printer.
- If you want to copy your order to another location, click **Copy To** to select the desired destination.

15. When you click **Finalize Order,** if the **Print Order Details** check box was checked on the Administrator System Settings screen, the Print dialog box will be displayed allowing you to print the order summary.

When you are finished, the message ***Do you want to start a new Kodak Picture Saver System Scan Session?*** will be displayed.

If you want to start a new scan session, click **Yes**. Otherwise, click **No** to close the *Kodak* Picture Saver System Software.

Unless you changed the default at installation, the folders for each order can be found at **C:\Scanned_Pictures**. These images can be handled in a variety of ways: uploaded to a photo management system, burned to CD/DVD, printed, emailed, etc.

When the order is finalized, an .xml file will also be created that contains information about your order. The .xml file can be found within the order folder in the scanned images directory.

The Activity Log, Data Log and Error Log files can be found in the C:\Scanned Pictures directory. See Chapter 7, *Troubleshooting* for more information on log files.

5 Maintenance

Contents

Opening the scanner cover

1. Before opening the scanner cover, be sure the input tray is in the open position.

2. Press and hold the scanner cover release lever and pull the scanner cover down.

3. When you finish cleaning the scanner or replacing a part, close the scanner cover with both hands.

Cleaning procedures

Your scanner needs to be cleaned periodically. If your photos do not feed easily, if several photos feed at the same time or if streaks appear on your images, it is time to clean your scanner. The section entitled, "Supplies and consumables" at the end of this chapter provides a listing of the supplies required to clean your scanner.

IMPORTANT: Use only the Kodak Alaris recommended cleaning supplies. Do not use household cleaners.

> *Allow surfaces to cool to ambient temperature before use. Do not use cleaners on hot surfaces.*

> *Use adequate ventilation. Do not use cleaners in confined areas.*

NOTES:

- Before beginning cleaning procedures, disconnect the electrical power.
- Wash your hands with soap and water after performing maintenance procedures.

Cleaning the rollers

1. Open the scanner cover.

2. With a roller cleaning pad, wipe the feed rollers from side to side. Rotate the feed rollers to clean the entire surface.
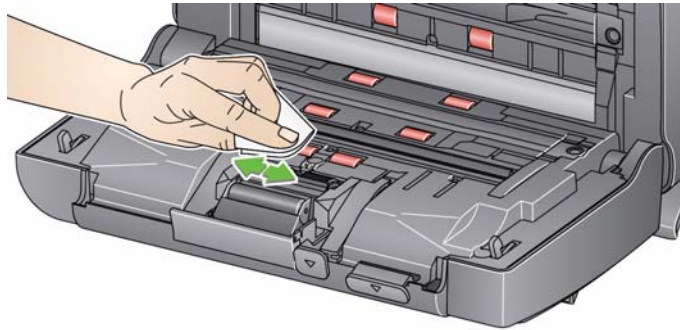
IMPORTANT: The roller cleaning pad contains sodium lauryl ether sulfate which can cause eye irritation. Refer to the MSDS for more information.

3. Dry the rollers with a lint-free cloth.

Cleaning the separation module

The separation module should be removed from the scanner for best cleaning results.

1. Push the separation module up to snap out and lift it out of position.
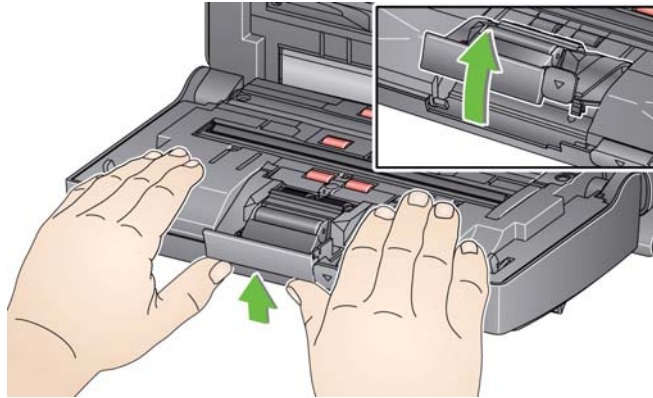
2. Manually rotate and wipe the separation module tires with a roller cleaning pad.
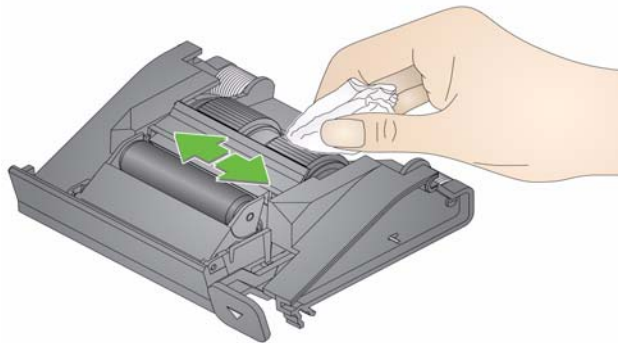
3. Inspect the separation module.

   If the separation module tires show signs of wear or damage, replace the tires or the separation module. See "Replacement procedures" for more information.

4. Insert the separation module by aligning the tabs with the slots and snapping it into position.

Cleaning the feed module

When removing or cleaning the feed module, it may be easier to access the feed module if you remove the input tray. To remove the input tray, gently push the input tray to the left or right to release the pin from the slot, and lift it out of position.

1. Pull against the raised edge of the feed module cover and lift it up and out of position.

   NOTE: Be careful not to damage the paper present sensor when removing or cleaning around the feed module.

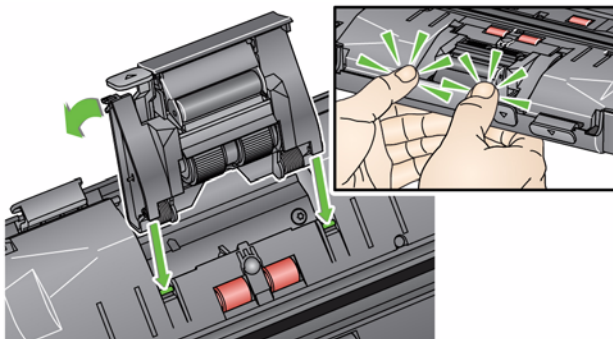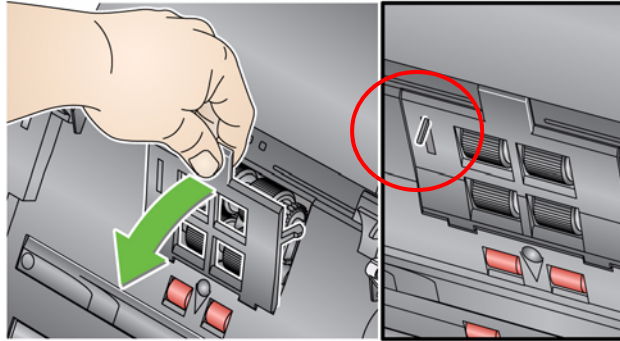2. Rotate the feed module forward and push it to the left to lift it out of position.
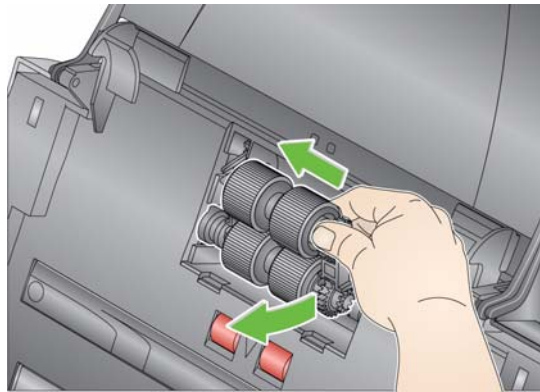
3. Manually rotate and wipe the feed module tires with a roller cleaning pad.

4. Inspect the feed module.

   If the feed module tires show signs of wear or damage, replace the tires or the feed module. See the "Replacement procedures" for more information.

5. Using a vacuum cleaner attachment or cleaning pad, remove dust and debris from the feed module area.
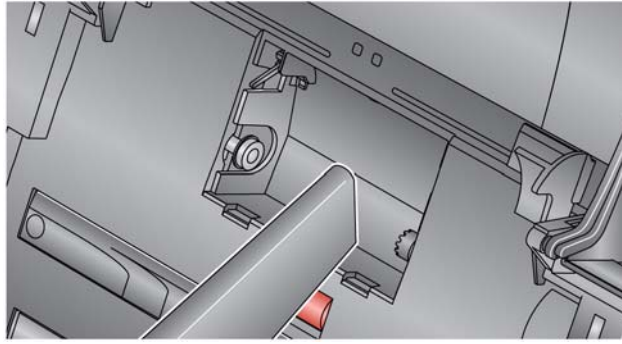
6. Reinstall the feed module by aligning the pins and pushing it toward the left to fit it into position. Be sure the gears are aligned and it snaps into place. Roll the feed module back into place.
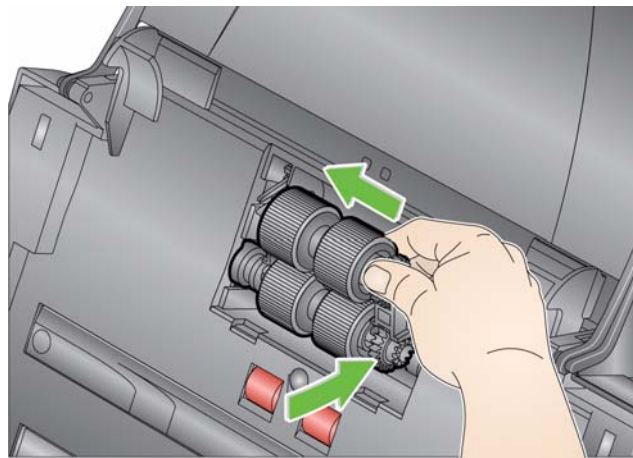
7. Reinstall the feed module cover by aligning the tabs with the slots and pushing it back into position until it snaps into place.

Vacuuming the scanner
Before cleaning the imaging area, it is suggested that you vacuum the inside of the scanner to remove any dust and debris.

Cleaning the imaging area

1. Wipe the upper and lower imaging area using a "Step 1" Brillianize Detailer wipe. Be careful not to scratch the imaging area when cleaning.
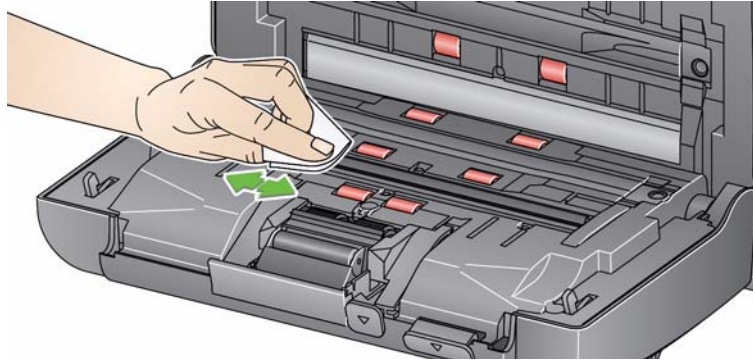
2. Wipe the upper and lower imaging area again using the "Step 2" Brillianize Detailer wipe to remove any debris and polish the surface.

3. When finished, close the scanner cover with both hands.

NOTE: **Do not blow any air into the open imaging area**. A static whisk brush can be used to gently clean the mirrors inside the camera.
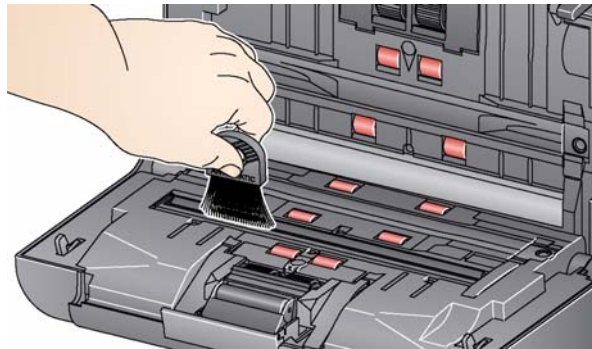
Running a transport cleaning sheet

1. Remove the wrapping from the Transport Cleaning Sheet.

2. Adjust the side guides to fit the cleaning sheet.

3. Place a transport cleaning sheet in the input tray (adhesive side facing you) in portrait orientation.

4. Using your scanning application, scan the transport scanning sheet.

5. After the transport cleaning sheet is scanned, turn it over (adhesive side facing the input tray) and scan it again.

6. Open the scanner cover and wipe the imaging area with a lint-free cloth included with the Brillianize Detailer wipes.

7. Close the scanner cover with both hands.

8. Check your image quality.

9. If necessary, repeat this procedure until all residue is removed from the rollers.

NOTE: When a transport cleaning sheet gets very dirty, discard it and use a new one.

Replacement procedures

Kodak Scanners use replaceable tires that can feed a wide range of document types, sizes and thicknesses. Tire life and performance will vary based on the customer's document set, the frequency of cleaning the paper path and tires, and following the recommended schedule for changing tires. Nominal tire life is approximately 60,000 to 125,000 photos/pages. Usage figures are not guaranteed. Customer-operating environments, document type, the condition of photos being scanned, and not following the recommended cleaning and replacement procedures, can cause the life of the consumables to vary. You should change the tires if you notice an increase in multiple feeds, stoppages, or a decrease in feeder performance that is not resolved by following the cleaning procedures.

NOTES:

- Before beginning replacement procedures, disconnect the electrical power.

- Certain paper types (such as carbonless paper or newsprint), failure to clean regularly, and/or use of non-recommended cleaning solvents can shorten roller life.

Replacing the separation module and tires

1. Push the separation module up to snap out and lift it out of position.
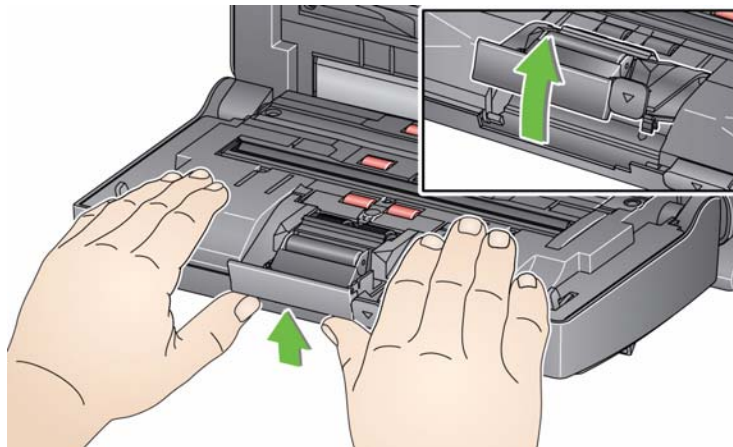
- If you are replacing the separation module, insert the new separation module by aligning the tabs with the slots and snapping it into position.
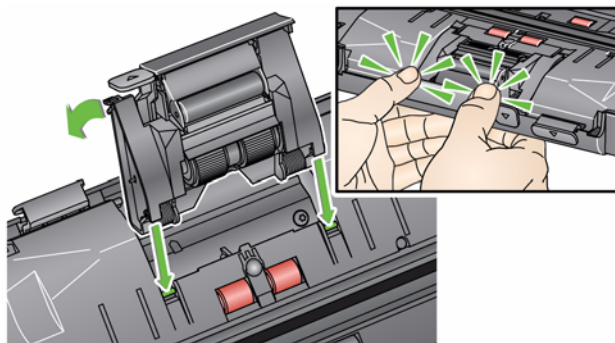
- If you are replacing the tires, continue with Step 2.

2. Holding onto the separation module, rotate the release lever back so you can access the separation roller.

CAUTION: Use caution as the release lever is spring-loaded and will snap back if you do not hold it in place.
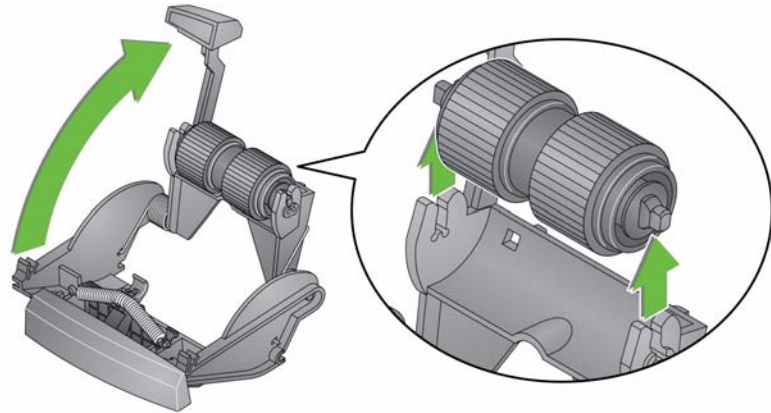
3. Remove the separation roller from the separation module housing.

4. Remove each tire by sliding the tire off the core.

5. Install each new tire by gently pulling it over the core.

   IMPORTANT: Do not overstretch the tire, it may tear.

6. Reinstall the separation roller in the separation roller housing. Be sure the separation roller snaps into place.

7. Reinstall the separation module by aligning the tabs with the slots and snapping it into position.

Replacing the pre-separation pad

If you have the optional document separation module for the *Kodak* Picture Saver System Scanner and if you need to install or replace the pre-separation pad, follow these steps.

1. Remove the separation module from the scanner by following the steps previously described in "Replacing the separation module and tires".

2. Hold the separation module in both hands and locate the two side tabs which protrude slightly from the back of the separation module.

3. Push down on the side tabs until the pre-separation pad protrudes slightly from the front of the separation module.

4. Grasp the pre-separation pad and pull it out of the separation module.
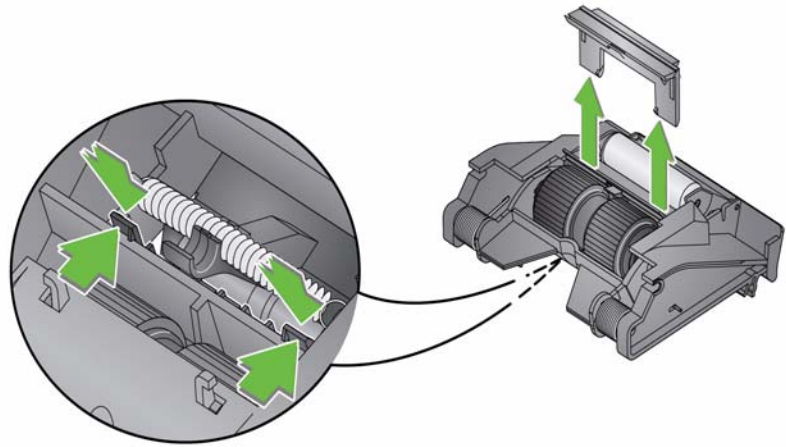
5. Discard the worn pre-separation pad.

6. Align the side tabs of a new pre-separation pad with the slots on the separation module.

7. Push the pre-separation pad firmly in the slots until the pre-separation pad flap rests lightly against the separation module tires.

8. Reinstall the separation module by aligning the tabs with the slots and snapping it into position.

Replacing the feed module and tires

1. Push against the raised edge of the feed module cover and lift it up and out of position.

   NOTE: The paper present sensor is located to the left of the feed module. Be careful not to damage the paper present sensor when removing or cleaning around the feed module.
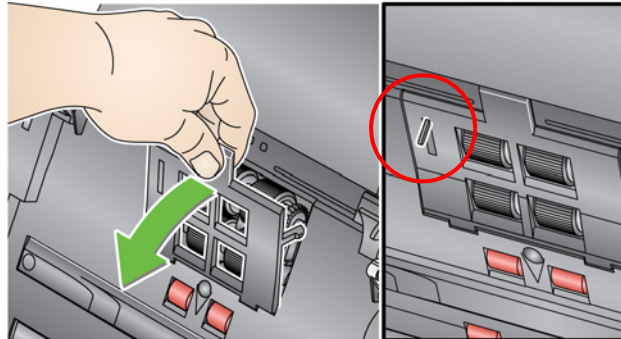
2. Rotate the feed module forward and push it to the left to lift it out of position.
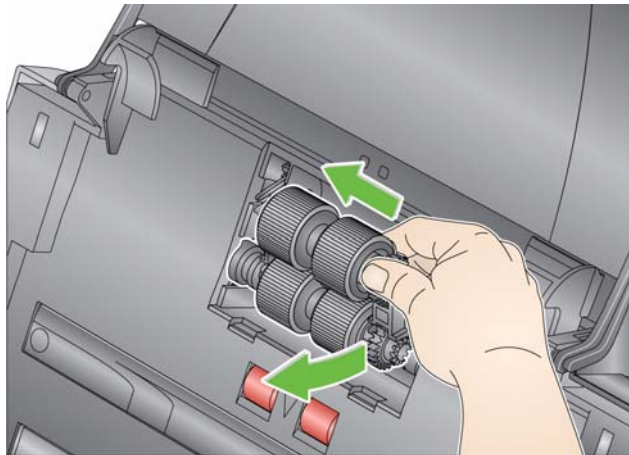
   • If you are replacing the feed module, insert the new feed module by aligning the pins and pushing it toward the left to fit it into position. Be sure the gears are aligned and it snaps into place, then go to Step 5.

   • If you are replacing the tires, continue with Step 3.

3. Remove each core assembly by lifting up and out of position and slide each tire off of the core.
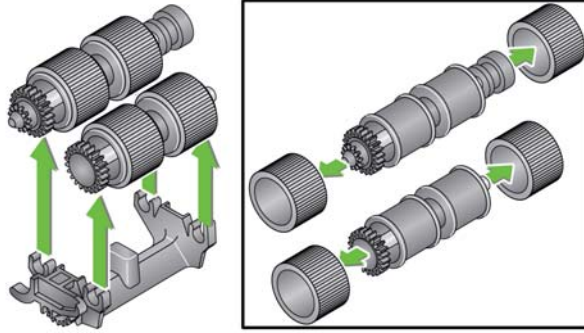
4. Install each new tire by gently pulling it over the core and replace the core assembly in the feed module.

  NOTE: You may need to slide the shaft to the right or left so the core fits properly within the feed module housing.
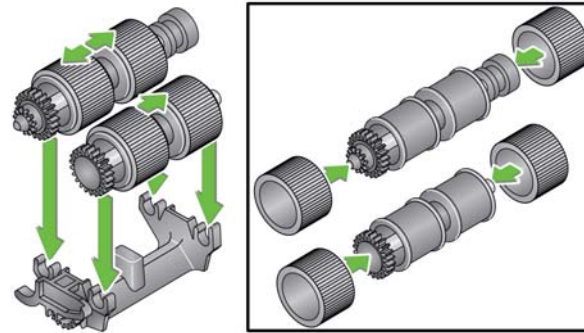
  IMPORTANT:Do not overstretch the tire; it may tear.

5. Reinstall the feed module by aligning the pins and pushing it toward the left to fit it into position. Be sure the gears are aligned and it snaps into place. Roll the feed module back into place.
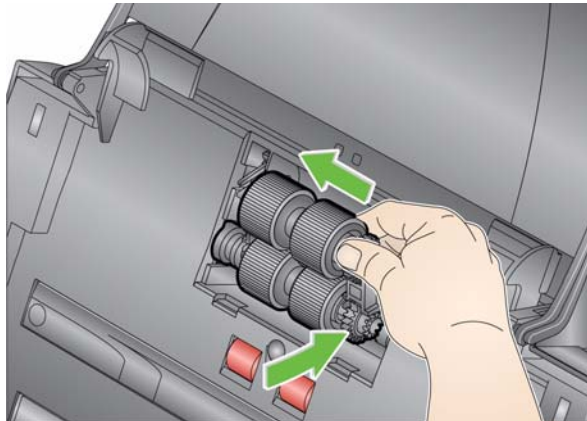
6. Reinstall the feed module cover by aligning the tabs with the slots and pushing it back into position until it snaps into place.

Adjusting the pre-separation roller tension

If you are experiencing multi-feeds or document jams, it may be necessary to adjust the pre-separation roller tension.

1. Remove the separation module from the scanner by following the steps described previously in "Replacing the separation module and tires".

2. Locate the spring on the separation module.

3. Lift the spring from the holder and move it to the left or right as desired to adjust the tension.
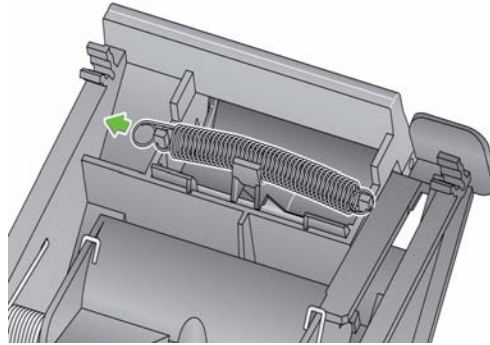
4. When finished, reinsert the separation module by aligning the tabs with the slots and snapping it into position.
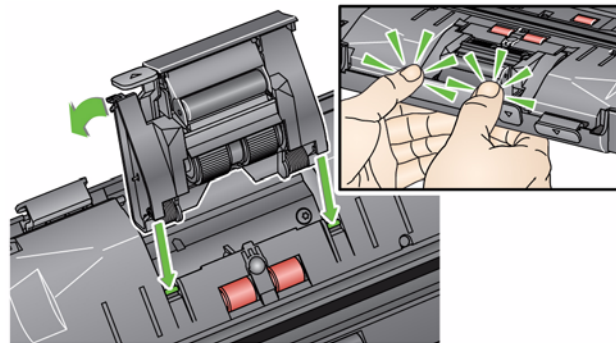
Supplies and consumables

Contact your scanner supplier to order supplies.

Description	CAT No.
Kodak Feed Rollers (qty 12)	148 4864
Kodak Gentle Photo Separation Module	169 5097
Kodak Picture Saver Standard Separation Module	196 0426
Kodak Digital Science Roller Cleaning Pads (qty 24)	853 5981
Kodak Digital Science Transport Cleaning Sheets (qty 50)	169 0783
Brillianize Detailer Wipes / for *Kodak* Scanners	826 6488
Kodak Legal Flatbed Accessory	119 9470
Kodak A3 Flatbed Accessory	818 2271

NOTE: Items and catalog numbers are subject to change.

6 Achieving Good Quality Images

Contents

Scanning environment

Dirt and dust can hinder photo scanning operations by adding streaks to digital images. Dirt and dust can also promote scratching of photos, both during and after scanning.

Follow these recommendations to keep your scanning environment as clean as possible:

- Vacuum the scanner and the surrounding area frequently.

- Keep your scanning environment as free from dirt and dust as possible. Use care when dusting surfaces around the scanner. Dusting quickly and carelessly just redistributes dust in other surrounding areas.

- Use the dust cover when the scanner is not in use. When removing the dust cover from the scanner, if the dust cover has accumulated dust, carefully remove the dust cover and shake it free of dust in a location away from the scanner.

- Use the scanner in an area where the relative humidity is at least 50%. Dry environments leads to static which promotes the accumulation of dust.

Handling photographs

Be sure your photos are clean before scanning them. Scanning dirty photos may cause more dirt and dust to accumulate in the scanner. To minimize dirt and dust build-up in the scanner and prevent possible streaking, consider the following:

- **Wear gloves** — wearing cotton gloves while handling photographs may reduce the oils from your hands getting on the photos and minimize the amount of dirt and dust that collects in the scanner.

- **Cleaning photos** — gently vacuum older prints that appear to be dusty. An alternative approach to cleaning photos is to use a microfiber cloth (included with the Brillianze Detailer wipes) or similar wipes available from a photo retailer, which are lint-free, ultra-soft disposable non-abrasive wipes. They are safe to use on emulsions, optics, scanners and CD's. Dust should always be removed in a way that will not harm the original photo.

- **Adhesives** — sticky substances such as glue and other album-related adhesives on photos, can be transferred to the imaging area of the scanner. Remove the adhesive with appropriate cleaners. Photos with adhesive substances can also be scanned from the *Kodak* A3 or Legal Flatbed Accessory thus preventing these substances from gathering in the scanner.

- **Uncurling photos** — photos that have significant curl may not transport effectively through the scanner. If possible, stacks of photos may be safely uncurled before scanning.

  NOTE: Photos that are severely curled can either be rotated 90 degrees so the curl is not in the direction of the transport or scanned from the *Kodak* A3 or Legal Flatbed Accessory.

- **Fanning photos** — for reliable feeding, fan the photos before scanning.

- Always place a blank placeholder top sheet on top of the stack of photos being scanned. This top sheet protects the top photo from tire marks as the last photo before the top sheet is fed into the scanner. This top sheet is a good place to record customer information since it will be scanned with the photos.

- Curled or folded edges on the end of photos being scanned may cause a jam and/or a tear in the photo. It is recommended that you scan these types of photos facedown or on one of the *Kodak* Flatbed accessories.

Keeping your scanner clean

For best scanning results it is suggested that you frequently perform a *quick* cleaning sequence in between your routine, *thorough* cleaning procedures. This level of cleaning can be done frequently, perhaps as often as every 100 prints or when streaks appear on an image(s). Refer to Chapter 5, *Maintenance* for detailed cleaning procedures.

To do a quick cleaning:

1. Open the scanner cover and look at the imaging area for any noticeable dust particles.

2. Wipe the imaging area with a microfiber cloth to remove any loose dust particles.

3. After wiping the glass, re-inspect for any visible dust particles.

4. Close the scanner cover and evaluate the subsequent scans. If streaking or other problems remain, it may be necessary to do a more thorough cleaning. You can:

    *   Wipe the imaging area with Brillianize Detailer wipes. These wipes provide an excellent, alcohol-free cleaning process. This two-step process includes a wet de-static wipe and a dry silicon-based polish that leaves the scanner with a clean, clear, anti-static finish.
    *   Run a transport cleaning sheet through the scanner to pick up loose dust particles, especially on the rollers. Depending on how dirty the scanner is, these sheets can be used several times. Discard the cleaning sheet when it is very dirty.
    *   For more extensive cleaning, see Chapter 5.

Photo scanning

For the best scanning results the following is suggested:

- Place your photos face-up in the input tray. This orientation minimizes scratching of the print emulsion.

- The *Kodak* Picture Saver System Scanner is shipped with the *Kodak* Gentle Photo Separation Module and with the pre-separation pad un-installed. If you encounter problems when feeding photos through the scanner, especially curled photos, you can install the pre-separation pad and/or install the *Kodak* Picture Saver Standard Separation Module. For pre-separation pad installation procedures, see "Replacing the pre-separation pad" in Chapter 5, *Maintenance*. For instructions on replacing the separation module, see "Replacing the separation module and tires" also in Chapter 5.

IMPORTANT: Use caution when scanning photos with the pre-separation pad installed. Internal testing has shown a higher risk of scratching on the prints.

Reducing streaks

The *Kodak* Picture Saver Scanning System has been enhanced to reduce the occurrence of streaks in your images. The best method to obtain streak-free images is to keep the scanner imaging area clean. The *Kodak* Picture Saver Scanner has been designed with an open imaging area for the front images. The Picture Saver Scanning System software provides an option called **Image Cleaner tool** for the back sides of the images. When this option is checked, the software will attempt to remove any streaks that may occur in a scanned image from the dust in the scanner. In most cases, corrections are either undetectable or very hard to detect. However, based on the size of the streak and the image content where the streak exists, there may be a slightly observable correction artifact remaining. In almost all cases, this correction artifact is preferable to the actual streak.
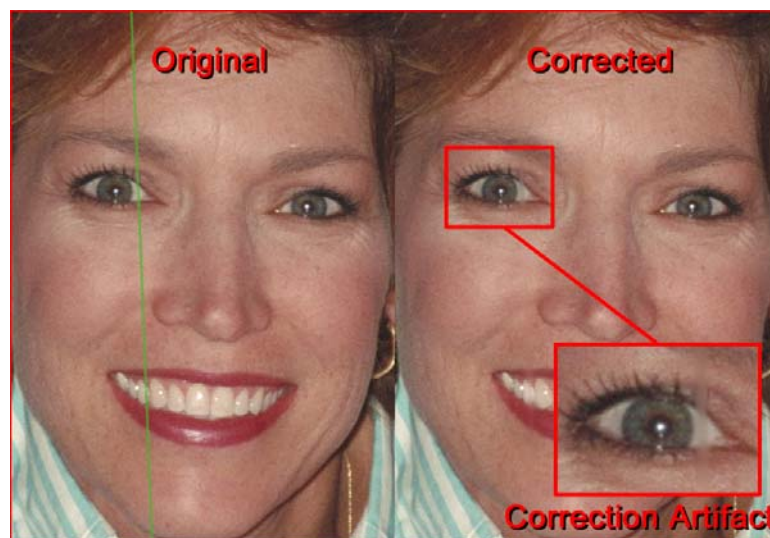
Monitoring Streaks — review images on the Scan Viewer screen and if streaks are detected, pull the rest of the photos from the feeder to stop the scanner. It is best to scan photos in smaller batches (approximately 50) then rescan these images as necessary.

If streaking is still apparent in your images, clean the open imaging guide area in your scanner.

Using an anti-static brush (similar to the brush shown in the illustration below), gently brush the open imaging guide area to remove dust and debris.
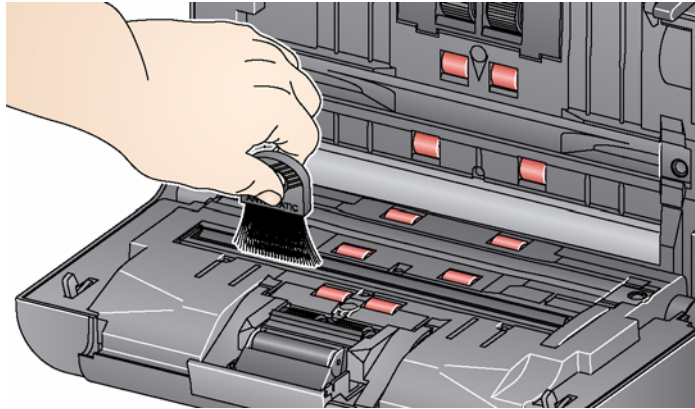
Use a Brillianize Detailer Wipe to clean the closed imaging guide.

Banding

Banding can occur when photos are curled in landscape orientation and fed through the scanner. If you experience an issue with curled photos that generate horizontal bands on images, it is suggested that you rotate the photos by 90 degrees and feed the photos in the scanner so the curl is not in the direction of the transport. This may eliminate or minimize the banding.

NOTE: It is suggested that you feed photos *top first* to minimize banding in light areas at the top of photos.

Top
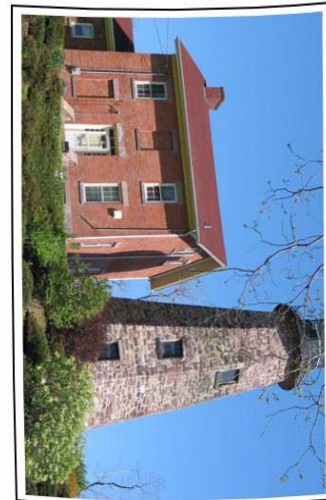
Place a blank placeholder top sheet on top of the stack of photos being scanned. This top sheet can reduce banding and also protects the top photo from tire marks as the last photo before the top sheet is fed into the scanner. This top sheet is a good place to record customer information since it will be scanned with the photos.
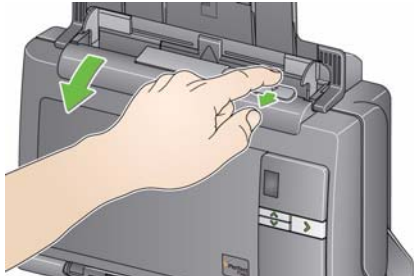
7 Troubleshooting

Contents

Problem solving

Occasionally you may encounter a situation with your scanner where it may not function properly. Use the chart below as a guide to check possible solutions to help you resolve the situation before calling Technical Support.

Problem	Possible Solution
Photos are jamming or multiple photos are feeding	Make sure that: • the side guides are adjusted for the width of the photos you are scanning. • the output tray is adjusted for the length of the photos you are scanning. • all photos meet the specifications for size, weight and type as outlined in Appendix A, *Specifications*. • the scanner and tires are clean. • the spring on the pre-separation module is adjusted to the proper tension. See the procedures in Chapter 5, *Maintenance*. • the feed module and pre-separation module are installed properly and securely in place. See the procedures in Chapter 5, *Maintenance*. • Photos sometimes stick due to static electricity. Fan the photos and make sure the ambient humidity is sufficient. **To remove a photo jam:** *IMPORTANT: Be sure the input tray is **up** before opening the cover. Do not pull the jammed photo out of the scanner; open the scanner cover first.* • Open the scanner cover. • Remove any jammed photo(s) from inside the scanner. • Close the scanner cover and resume scanning.

Problem	Possible Solution
Scanner will not scan/feed photos	Make sure that: • the power cord is plugged securely into the back of scanner and the wall outlet. • the power supply, green LED is lit. • the power switch is on. • the wall outlet is not defective (call a licensed electrician). • the PC was restarted after installing the software. • photo(s) is making contact with the feed rollers. If you are feeding several photos in the upright position, and the transport will not start, it may be necessary to fan the bottom photos so the feed rollers can grasp the first photo and start the feeding process, or use the tilt button to rotate the scanner in the downward position.
Application display windows and screens are distorted	Check the dpi settings in the Monitor Display Properties. The settings should be set to Normal size, 96 dpi with 32-bit color.
No images are being displayed	• Be sure the side you want to scan is facing upward (not facing the input tray). For more information, see the section entitled, "Getting your photos ready to scan" in Chapter 4, *Scanning Photos*.
Images are not being cropped correctly	• Images are not being cropped correctly from the batch scanner. Rescan and adjust the side guides for the width of the photos you are scanning. • Images are not being cropped correctly from the flatbed. Try placing a contrasting background behind the photograph and rescan.
Roller marks appear on the photo after scanning	Clean the rollers. See the procedures in Chapter 5, *Maintenance*.
Streaks are running through a photo	• The scanner is dirty and needs to be cleaned. Refer to the "Cleaning procedures" in Chapter 5, *Maintenance*. • Select the **Image Cleaner tool** option on the Scan Images screen to eliminate or minimize streaks. • Clean the imaging guide area with an anti-static brush. **Do not blow air into the open imaging area**. • Also see the section entitled, "Keeping your scanner clean" in Chapter 6 to do a "quick cleaning" procedure.
Scanner is running slow	• Your PC may not meet the minimum requirements for the scanner. • The scanner is rated and designed to operate with USB 2.0, but will function in a USB 1.1 port. If you are using a USB 1.1 connection, update your connection to USB 2.0. • Scanning photos at 600 or 1200 dpi or in TIFF format will scan slower.
Cannot scan after Standby or Hibernate with Microsoft Windows Vista	• Upgrade to Service Pack 2. • Disable USB power management settings on your PC for this scanner.

Installation issues

- Unless you changed the default at installation, scanned images can be found at **C:\Scanned_Pictures**. These images can now be handled in a variety of ways: uploaded to a photo management system, burned to CD/DVD, printed, emailed, etc.

- The Picture Saver Scanning System uses Microsoft .NET Framework 4.0. If .NET Framework 4.0 is not installed on the PC, it will be installed during installation.

- If a security software application is installed on the PC, you may be asked whether you want to allow or deny installation of the Picture Saver Scanning System. Select **Allow** or **Yes**. If you inadvertently select **Deny** or **No**, open the security software application and set the permission to *Allow* the installation of the Picture Saver Scanning System.

- Close any currently running scanner applications or applications that use a USB software dongle before starting the Picture Saver Scanning System installation and power down any attached scanners.

- The USB software dongle should be plugged into a USB 2.0 port directly on the PC, not into a USB hub that is then plugged into a PC USB port. Plugging a USB 2.0 hub into a USB 1.1 port can cause the WIBU software (driver software for the USB software dongle) to not load automatically (see the next issue).

- If after installation of the application and plug-in of the USB software dongle, the WIBU software does not automatically load, a message may be displayed asking for the WIBU installation disk. Select that you have the software disk and choose the CD drive with the Picture Saver Scanning System Installation CD. This will complete the WIBU software installation.

- Product Registration requires an Internet connection. Make sure that the following internet address is not blocked: https://www.onlineregister.com.

  If registration fails, check your Internet connection and retry. Only 5 attempts are allowed for Product Registration. If you need to register more than five times, contact Technical Support.

Application issues

- If the scanner encounters **E9 Document Jams** when scanning at higher resolutions (600 or 1200 dpi) and the PC's RAM is less than 3GB, then the memory should be increased to the required 3GB RAM for high resolution scanning.

Conflicts with other applications

Some image viewers and backup programs that monitor the hard drive for new image files may access files in the output folder while in use by the Picture Saver Scanning System. This may cause functions (Retouch, KODAK Perfect Touch, Rotate and Auto-Rotate) to not work properly. Turn off watched folder and backup synchronization functionality for other image products when scanning photos or uninstall the products. The HP TouchSmart Cyberlink Media Library Service (CLMLSvc.exe) and Western Digital SmartWare and Memeo Sync backup software are known to cause problems.

Application configuration

The Picture Saver Scanning System may be configured by modifying the PrintScan.ini file in the directory specified below for your particular Windows operating system. You can change the location for the output TIFF and JPG files (Target_Path) and adjust the folder size for burning CDs, *Kodak* Picture CDs or DVDs. The maximum folder size can be changed by specifying a new value for the CDFolderSize, PCDFolderSize and DVDFolderSize parameters in the PrintScan.ini file.

A3 and Legal Flatbed scanner rotation may be set using the FlatbedRotation parameter.

Reversing the order of the photo faceup scans may be enabled/disabled using the ReverseFaceUp parameter.

The Scan Viewer may be enabled/disabled using the ShowViewer parameter. The Scan Viewer refresh rate may be slowed down using the ViewerDelay parameter. This will cause each image to remain displayed on the screen longer, therefore not all of the images scanned are displayed.

The width of the fill border can be changed using the FillSize parameter.

The default values for other parameters are preset to optimal values or set by the Scan Settings screen and generally do not need to be modified.

Additional guidance for changing specific parameters may be found in the PrintScan.ini file.

PrintScan.ini folder location

Windows XP:
C:\Documents and Settings\All Users\Application Data\kds_kodak\Picture Saver System

Windows Vista and Windows 7, Windows 8 and Windows 10:
C:\ProgramData\kds_kodak\Picture Saver System

NOTE: These folders may be hidden. If so, you may need to go into the Windows operating system to display them.

CD/DVD burning

An administrator may provide CD/DVD burning permissions for limited user rights on Windows Professional and Ultimate versions.

To reach appropriate group permissions panel in Windows:

1. Click **Start**.

2. On Windows XP, click **Run**.

3. Type **gpedit.msc** in the dialog box.

4. Click **OK**.

5. In the Group policy interface, expand **Computer Configuration,** expand **Windows Settings,** expand **Security Settings,** expand **Local Policies** and double-click **Security Options**.

6. Set **Devices: Restrict CD-ROM access to locally logged-on user only** to **Enabled**.

7. Set **Devices: Allowed to format and eject removable media** to **Administrators** and **Power Users** or to **Administrators** and **Interactive Users**.

Data removal

It is the responsibility of the operators of the *Kodak* Picture Saver Scanning System to backup or delete customer orders and files from the hard drive as needed. Deleting files using the delete options on the Administrator System Settings screen or Windows Explorer and then emptying the recycle bin performs a standard Windows file delete and does not completely remove the files from the PC. A file shredder or eraser should be used to completely remove files and folders so they may not be recovered or restored from the hard drive.

Error codes

Use the table below as a guide to check possible solutions to problems you may encounter when using the *Kodak* Picture Saver Scanning System.

Error Code	Message	Description
	Access to destination folder XXXX could not be set exiting the application.	Verify that there is a valid Target_Path for the scanned photos in the PrintScan.ini file.
	Burn CD/DVD and Burn Picture CD buttons are disabled.	Run as Administrator or have the administrator give limited rights users permission to burn CD/DVDs. Refer to Chapter 7, *Application Configuration*.
10, 11, 12, 23	Failure to communicate with the scanner. Please retry. If this error persists, please contact Support with error code XX.	Verify that the Picture Saver System Scanner is attached, turned on and the green LED is on and steady. If the error persists, contact Technical Support.
105, 106, 107, 108, 109	Failure to communicate with the flatbed scanner. Please retry. If this error persists, please contact support with error code 10X.	Verify that the flatbed is attached properly to the batch scanner. If the error persists, contact Technical Support.
110, 111, 112, 113, 114	Image Cleaner Tool failure. Please retry. If this error persists, please contact support with error code 11X.	Contact Technical Support.
120, 121, 122, 123	This Application has encountered an error. Please report error code 12x.	Contact Technical Support.
186	System configuration error. Please contact Kodak support. Exiting....	If the problem persists, contact Technical Support.
1001	Error Code: 1001. Installation error. Could not fetch image processing defaults. Please check PrintScan.ini. Exiting...	Verify that a valid PrintScan.ini file exists. Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
1002	Error Code: 1002. Could not read image processing defaults from scannerprofile. Continuing with default settings.	Verify that a valid scannerprofile file exists. Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
1003	Error Code: 1003. Scanner driver version incorrect. Refer to *Kodak* Picture Saver Scanning System User's Guide, Chapter 7 for more information.	The Picture Saver Scanning System software does not support the installed Scanner drivers. Do not install other drivers for the Picture Saver Scanning System. To re-install the scanner drivers, turn off the scanner and uninstall the scanner driver, then reinstall the *Kodak* Picture Saver Scanning System Software CD. Reboot the PC then power on the Picture Saver System Scanner. This will re-install the correct version of the Scanner drivers.
1004	Error Code: 1004. Product Registration was not completed successfully. Refer to the *Kodak* Picture Saver Scanning System User's Guide, Chapter 7 for more information.	Verify that you have a good Internet connection. Retry Product Registration. If the problem persists, contact Technical Support.
1005	Error code: 1005. Error writing to file PrintScan.ini.	Verify that a valid PrintScan.ini file exists. Reinstall the *Kodak* Picture Saver Scanning System. Refer to the section entitled "Application configuration" in this chapter.
1006	Error code: 1006. There was a printer error.	Make sure that your printer is properly installed and connected.

Error Code	Message	Description
1007	Error code: 1007. Photo Selector Registration was not completed successfully. Refer to the *Kodak* Picture Saver Scanning System User Guide Chapter 7 for more information.	Verify that you have a good Internet connection. Retry Photo Selector Accessory Registration. If the problem persists, contact Technical Support.
1120	Image Cleaner Tool failure. Please retry. If this error persists, please contact support with error code XXXX.	If the problem persists, contact Technical Support.
251085: PS5080	Start error. *Kodak* Picture Saver Scanning System copy protection error. No license found.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC.
4000	CD/DVD burning is not supported	• Run as **Administrator** or have the administrator give limited rights users permission to burn CD/DVDs. Refer to Chapter 7, *Application Configuration*. • Verify a CD/DVD burner is installed on the PC.
4001	Please install Windows Feature Pack for Storage.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
4002	Delegate Function error.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
4003	Recorder not supported.	Not all brands of CD/DVD burners are supported by the *Kodak* Picture Saver Scanning System. Try using another burner such as an external USB CD/DVD burner. If you are using XP, upgrade to Vista, Windows 7 or Windows 8 or use the software application that came with the CD/DVD burner to burn the CD/DVD.
4004	Error getting supported recorder types.	Not all brands of CD/DVD burners are supported by the *Kodak* Picture Saver Scanning System. Try using another burner such as an external USB CD/DVD burner. If you are using XP, upgrade to Vista, Windows 7 or Windows 8 or use the software application that came with the CD/DVD burner to burn the CD/DVD.
4005	Write failed.	Not all brands of CD/DVD burners are supported by the *Kodak* Picture Saver Scanning System. Try using another burner such as an external USB CD/DVD burner. If you are using XP, upgrade to Vista, Windows 7 or Windows 8 or use the software application that came with the CD/DVD burner to burn the CD/DVD.
4006	Media Detection Error.	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is writable and has not been closed / finalized.
4007	File or Folder Does Not Fit on Disc.	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is writable and has not been closed / finalized.
4008	Create File System Error.	Verify the selected files and folders will fit on the CD/DVD media.
4009	Error adding file.	Verify a file with that name does not already exist on the CD/DVD media and that the media has sufficient free space for the files.
4010	Error adding folder.	Verify a folder with that name does not already exist on the CD/DVD media and the media has sufficient free space for the folder.

Error Code	Message	Description
4011	Erase Media failed.	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is re-writable.
4012	Error Burning Disc!	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is writable and has not been closed / finalized.
4013	Error Formatting Disc!	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is re-writable.
5001	Unhandled exception	Contact Technical Support.
5002	Argument error	Reinstall the *Kodak* Picture Saver Scanning System and Photo Selector Accessory. If the problem persists, contact Technical Support.
5003	Unable to segment images	If the problem persists, contact Technical Support.
5004	Unable to create directory	Verify there is sufficient free disk space to save the files. If the problem persists, contact Technical Support.
5005	Unable to export image	Verify there is sufficient free disk space to save the files. If the problem persists, contact Technical Support.
5006	Unable to save file	Verify there is sufficient free disk space to save the files. If the problem persists, contact Technical Support.
5007	Unable to resize bitmap	If the problem persists, contact Technical Support.
5008	Unable to resize image	If the problem persists, contact Technical Support.
5009	Unable to open image file	If the problem persists, contact Technical Support.
5010	Unable to construct image list	If the problem persists, contact Technical Support.
6017	Please check if the correct PS5080 USB license dongle has been inserted in your PCs USB port. If this error persists, please contact support with error code 6017.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC. The PS50/PS80 application software is not a free upgrade to the PS50 or PS80 application software. It must be purchased and the PS50/PS80 USB software dongle provided with the software, must be used instead of the PS50 or PS80 USB software dongle.
6XXX	Please check if the correct USB License dongle has been inserted into your PCs USB port. If this error persists, please contact support with error code 6XXX.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC.
7000	Please check if WIBU runtime has been installed. WIBU runtime can be found on the CD provided with the Kodak scanner.	Contact Technical Support.
7001	License .dat file not found. Please contact support with error code 7001.	Contact Technical Support.
8001	Profile error. Please verify that scanner default profile settings have not been altered. If this error persists, please contact support with error code 8001.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
8002	Scanner name not found. Please verify that scanner default profile settings have not been altered. If this error persists, please contact support with error code 8002.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.

Error Code	Message	Description
9001, 9002, 9003	TWAIN drivers could not be started. Please retry. If this error persists, please contact support with error code 900X.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to the section entitled, "Installing the Kodak driver software" in Chapter 2.
9004	Could not find a Kodak scanner.	Be sure that the Picture Saver System Scanner is attached, turned on and the green LED is on and steady. If the error persists, contact Technical Support.
9005	Please check if scanner is available to Kodak Picture Saver System.	Verify that the Picture Saver System Scanner is connected and powered on. If the error persists, contact Technical Support.
9006, 9007, 9008, 9010	Could not connect to the scanner. Please retry. If this error persists, please contact support with error code 900X.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
9009	Could not get the image from the scanner. Please retry. If this error persists, please contact support with error code 9009.	Contact Technical Support.
9011	Could not run the scanner. Please retry. If this error persists, please contact support with error code 9011.	Reinstall the *Kodak* Picture Saver Scanning System. Refer to Chapter 2, *Installation*.
9XXX	Could not connect to scanner. Please retry. If this error persists, please contact support with error code XXXX.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC.

LED codes

Following is a listing of the codes that may be displayed in the Function window. When an error occurs, the red indicator will blink and a number is displayed in the Function window.

Code	Message	Remedy
0	Check USB cable	Indicates that there is no USB connection or the USB cable is not securely attached.
	Power saver mode	No action required.
	Scanning....	The scanner is scanning documents.
U5, E3	Rescan documents	USB cable has been disconnected while the scanner was running.
U6	Clear paper path and close cover	Open the scanner cover and verify that all documents are removed from the paper path. Then close the scanner cover.
U8	Multifeed	• A multifeed document has been detected. Clear the multifeed condition. • The document you are trying to scan is too long.
U9	Paper jam	Document jam or the paper path is blocked. Clear the documents from the paper path.
E1, E2	❶	• Be sure all cables are connected properly. • Turn power off and then on again. If the problem persists, call Service.
E2, E4, E7		• Turn power off and then on again. If the problem persists, call Service.

Log files

The *Kodak* Picture Saver Scanning System creates three log files in the scan output folder (c:/Scanned_Pictures):

- **Activity log** — PS5080ActivityLog.txt contains a readable version of all of the data for each order.

- **Data log** — PS5080DataLog.txt contains the same data, but may be imported into a spreadsheet as a comma-separated file.

- **Error log** — PS5080ErrorLog.txt contains a running list of any error conditions and may be used to diagnose problems with the system.

Contact information

1. Visit www.kodakalaris.com/go/disupport to obtain the most current phone number for your country.

2. When calling, please have the following information ready:
   - A description of your problem.
   - The scanner serial number.
   - Computer configuration.
   - Software application you are using.

Appendix A   Specifications

This appendix provides scanner specifications and system requirements.

Scanner Type/Speed	The PS80 Scanner scans up to 85 4x6 photos per minute in color at 300 dpi in landscape mode. The PS50 Scanner scans up to 50 4x6 photos per minute in color at 300 dpi in landscape mode.
Scanning Technology	CCD type Grayscale output bit depth is 256 levels (8-bit) Color capture bit depth is 48 bits (16 x 3) Color output bit depth is 24 bits (8 x 3)
Output Resolutions	300, 600 and 1200 dpi
File Format Output	Single-page JPEG and TIFF photo scanning
Minimum Photo Size	63.5 x 50 mm (2.5 x 2 in.)
Maximum Photo Size	**Scanner** — 216 x 863 mm (8.5 x 34 in.) **Legal** **Flatbed** — 216 x 356 mm (8.5 x 14 in.) **A3** **Flatbed** — 302 x 461 mm (11.92 x 18.15 in.)
Paper Weight	34 g/m^2 to 413 g/m^2 (9 to 110 lbs.)
ADF Capacity	Up to 50 (PS80) and 25 (PS50) mixed-size photos per batch; ADF capacity: 75 (PS80) and 50 (PS50) sheets Continuous feeding of photos is supported Bandling weights up to 34-413 g/m² (9-110 lb.) paper; ID card thickness: up to 1.25 mm (0.05 in.)
Illumination	Dual LED
Electrical requirements	100 - 240 V (international), 50/60 Hz
Electric rating	24 Vdc; 1.875 A
Scanner Dimensions	**Height**: 246 mm / 9.7 in. (not including input tray) **Width**: 330 mm / 13 in. **Depth**: 162 mm / 6.3 in. (not including input tray and output tray)
Scanner Weight	5.5 kg (12 lbs)
Host Connection	USB 2.0
Operating Temperature	10°C to 35°C
Humidity	15 to 76%
Power Consumption - Scanner	Off mode: <0.5 watts Idle: <8 watts Energy Star: <2.5 watts Running: <35 watts
Acoustic Noise (Sound Pressure level)	Operating: less than 58 dB(A) Off mode: less than 30 dB(A)
Bundled Software	Smart Touch Functionality

System requirements

Following is the minimum recommended system configuration to run the *Kodak* Picture Saver Scanning System:

- Intel Core 2, 2 GHz Duo processor or equivalent, 250 MB free hard disk space, 1 GB RAM for 300 dpi (3 GB for Windows 7, 8 or 10) or 4 GB RAM for 600 and 1200 dpi (4 GB for Windows 7, 8 or 10)

- Two USB 2.0 ports
  (1 for the scanner, 1 for the USB software dongle - if the *Kodak* Picture Saver Sanning System Software)

  NOTE: If the *Kodak* Photo Selector Accessory is installed, two additional USB 2.0 ports are required.

- Supported operating systems. All operating systems must support USB 2.0 with administrator privileges for installation:
  - Microsoft Windows XP, SP3 (32-bit)
  - Windows XP x64 Edition, SP2
  - Windows Vista, SP1 (32-bit and 64-bit)
  - Windows 7 SP1 (32-bit and 64-bit)
  - Windows 8 (32-bit and 64-bit)
  - Windows 8.1 (32-bit and 64-bit)
  - Windows 10 (32-bit and 64-bit)

  - MAC OS V10.6* - 10.11* and greater (applies to driver only; the user must supply their own scanning application; such as, Adobe Elements or download Presto! Page Manager from the Kodak Alaris website

  - The *Kodak* Picture Saver Scanning System is not officially supported on non-native Windows PCs when running Windows operating system in a virtual machine or dual boot. Only limited technical support is available for these environments with no guarantees.

- Microsoft .NET Framework 2.0 and 4.0 (included on the Installation CD)

- Internet connection for Product Registration

NOTE: Depending on how you want to manage the images after scanning, you will need supporting devices such as; CD/DVD Writer, photo printer, etc.

* The Smart Touch application is not supported on these operating systems.

Appendix B   Warranty - US and Canada only

Congratulations on the purchase of a *Kodak* Scanner. *Kodak* Scanners are designed to provide end users with the highest performance and reliability. All *Kodak* Scanners are covered by the following Limited Warranty.

Limited Warranty for *Kodak* Scanners

Kodak Alaris Inc. ("Alaris") provides the following Limited Warranty on *Kodak* Scanners (excluding spare parts and consumables) distributed by Alaris or through Alaris' authorized distribution channels:

Kodak Alaris Inc. warrants that a *Kodak* Scanner, from the time of sale through the Limited Warranty period applicable to the Product, will be free of defects in materials or workmanship and will conform to the performance specifications applicable for the particular *Kodak* Scanner.

All *Kodak* Scanners are subject to the Warranty Exclusions described below. A *Kodak* Scanner found to be defective or which does not conform to the product specifications will be repaired or replaced with new or refurbished product at Kodak Alaris' option.

Purchasers may determine the applicable Limited Warranty period for the *Kodak* Scanners purchased by calling (800) 822-1414, or by visiting www.kodakalaris.com/go/IMsupport or by reviewing the Limited Warranty Summary Card enclosed with the *Kodak* Scanner.

Proof of purchase is required to demonstrate eligibility for warranty service.

Warranty exclusions

Alaris' Limited Warranty does not apply to a *Kodak* Scanner that has been subjected to physical damage after purchase, caused, for example, by casualty, accident, acts of God or transportation, including (a) by a failure to properly package and ship the Scanner back to Alaris for warranty service in accordance with Alaris' then current Packaging and Shipping Guidelines, including failure to replace the shipping restraint prior to shipping, or by a failure to remove the shipping restraint prior to use; (b) resulting from the user's installation, system integration, programming, re-installation of user operating systems or applications software, systems engineering, relocation, reconstruction of data, or removal of the product or any component (including breakage of a connector, cover, glass, pins, tray or seal); (c) from service, modification or repair not performed by Alaris or a service provider authorized by Alaris or by tampering, use of counterfeit or other non-Kodak Alaris components, assemblies, accessories, or modules; (d) by misuse, unreasonable handling or maintenance, mistreatment, operator error, failure to provide proper supervision or maintenance, including use of cleaning products or other accessories not approved by Alaris or use in contravention of recommended procedures or specifications; (e) by environmental conditions (such as excessive heat or other unsuitable physical operating environment), corrosion, staining, electrical work external to the product or failure to provide electro-static discharge (ESD) protection; (f) by failure to install firmware updates or releases available for the product and (g) by such other supplemental exclusions published from time to time online at www.kodakalaris.com/go/IMsupport.

Alaris provides no Limited Warranty for products purchased from countries other than the United States and Canada. Purchasers of products from foreign distribution channels must seek warranty coverage, if any, through the original source of purchase.

Alaris provides no Limited Warranty for products that are purchased as part of a third party manufacturer's product, computer system or other electronic device.

Any warranty for these products is provided by the OEM (Original Equipment Manufacturer) as part of that manufacturer's product or system.

The replacement product assumes the remainder of the Limited Warranty period applicable to the defective product or thirty (30) days, whichever is longer.

Installation Warning and Disclaimer

ALARIS WILL NOT BE RESPONSIBLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES RESULTING FROM THE SALE, INSTALLATION, USE, SERVICING OR IMPROPER FUNCTIONING OF THIS PRODUCT, REGARDLESS OF THE CAUSE. SUCH DAMAGES FOR WHICH ALARIS WILL NOT BE RESPONSIBLE, INCLUDE, BUT ARE NOT LIMITED TO, LOSS OF REVENUE OR PROFIT, LOSS OF DATA, DOWNTIME COSTS, LOSS OF USE OF THE PRODUCT, COST OF ANY SUBSTITUTE PRODUCT, FACILITIES OR SERVICES OR CLAIMS OF CUSTOMERS FOR SUCH DAMAGES.

If there is any conflict between other sections of this appendix and the Limited Warranty, the terms of the Limited Warranty prevail.

How to obtain Limited Warranty service

Kodak Scanners are supplied with information on unpacking, setup, installation and operation. Careful reading of the User's Guide will answer most of the technical questions the end user might have regarding proper installation, operation and maintenance of the product. However, should additional technical support be required, you may visit our website at: www.kodakalaris.com/go/IMsupport or contact:

Response Center: **(800) 822-1414**

The Response Center is available Monday – Friday (excluding Alaris holidays) 8 a.m. to 5 p.m. local time.

Before placing the call, the eligible purchaser should have the *Kodak* Scanner model number, part number, serial number and proof of purchase available. The eligible purchaser should also be prepared to provide a description of the problem.

Response Center personnel will assist the end user in resolving the problem over the phone. The end user may be asked to run some simple, self-diagnostic tests and report the resulting status and error code messages. This will assist the Response Center in determining if the problem is the *Kodak* Scanner or another component and if the problem can be resolved over the phone. If the Response Center determines a hardware problem exists that is covered either under the Limited Warranty or a purchased Maintenance Agreement, a Return Material Authorization Number (RMA) will be assigned as needed, a service request will be initiated and repair or replacement procedures will follow.

Packaging and shipping guidelines

Purchaser must ship all warranty returns in a method that guarantees full protection of the product from shipping damage. Failure to do so will void the *Kodak* Scanner warranty. Alaris advises the purchaser to keep the original box and packing materials for storing or shipping. Alaris is not responsible for issues related to shipping damage. The purchaser must return only the *Kodak* Scanner. Prior to shipment, purchaser must remove and retain all "add-on" items, (i.e. adapters, cables, software, manuals, etc.). Alaris accepts no responsibility for these items and they will not be returned with the repaired or replacement *Kodak* Scanner. All products should be returned to Alaris in the original shipping container, or an authorized packaging box for the units being returned. Purchaser must install the shipping restraint before the *Kodak* Scanner is shipped. When the original packaging is not available, contact Kodak Alaris' Response Center at (800) 822-1414 for part numbers and replacement packaging ordering information.

Return procedure

Eligible purchasers seeking services for *Kodak* Scanners covered under this Limited Warranty must obtain a Return Material Authorization number ("RMA") by calling (800) 822-1414 and within ten (10) business days from the date of issuance of the RMA must return the *Kodak* Scanner to the address designated in the RMA at the end user's own expense and risk, in compliance with Kodak Alaris' current Packaging and Shipping Guidelines.

Any defective products or parts replaced by Alaris become the property of Alaris.

Customer responsibility

BY REQUESTING SERVICE, THE ELIGIBLE PURCHASER ACKNOWLEDGES THE TERMS OF THE LIMITED WARRANTY, INCLUDING THE DISCLAIMER AND LIMITATION OF LIABILITY PROVISIONS. PRIOR TO SEEKING SERVICE, THE END USER MUST BACK-UP ANY DATA OR FILES THAT MAY BECOME DAMAGED OR LOST. ALARIS IS, WITHOUT LIMITATION, NOT RESPONSIBLE FOR LOST OR DAMAGED DATA OR FILES.

Warranty Service descriptions

Alaris offers a range of service programs to support its Limited Warranty and to assist with the use and care of the *Kodak* Scanner ("Service Methods"). A *Kodak* Scanner represents an important investment. *Kodak* Scanners provide the productivity needed to stay competitive. The sudden loss of this productivity, even temporarily, could seriously affect the ability to meet commitments. Downtime can be very expensive, not just in the cost of the repair but also in time lost. To help alleviate these problems, Alaris may use one of the service methods listed below, depending upon product type, in providing service under its Limited Warranty.

Included with selected *Kodak* Scanners is a Limited Warranty Registration card and a Limited Warranty Summary card. The Limited Warranty Summary card is specific by model. The Limited Warranty Summary card contains important warranty information, including the model number and the Limited Warranty. Refer to the Limited Warranty Summary card to determine the available Service Methods applicable to the particular *Kodak* Scanner.

If the Limited Warranty Registration card or Limited Warranty Summary card cannot be located, additional information may be obtained about the product, including updated warranty and service program information and restrictions, online at www.kodakalaris.com/go/IMsupport.

To avoid service delays, Alaris urges end users to complete and return the enclosed Limited Warranty Registration Card at the first opportunity. If you cannot locate the Limited Warranty Registration card, you may register online at: www.kodakalaris.com/go/IMsupport.

Alaris also provides a variety of service programs that may be purchased to assist with the use and care of the *Kodak* Scanner.

Alaris is committed to providing its customers with quality, performance, reliability and service under the Limited Warranty.

On-site service

For the selected *Kodak* Scanner, and after the Response Center verifies a hardware problem, a service call will be opened and logged. An Alaris Field Engineer will be dispatched to the product location to perform repair service if the product is located within the contiguous forty-eight (48) United States, in certain areas of Alaska and Hawaii, and if there are no security, safety or physical requirements that would restrict the Field Engineer's access to the scanner. For additional information on service areas, visit our website at: www.kodakalaris.com/go/IM. On-Site Service will be provided between the hours of 8 a.m. and 5 p.m. local time, Monday through Friday (excluding Kodak holidays).

Advanced Unit Replacement (AUR)

AUR may be one of the easiest and most comprehensive service offerings in the industry. In the unlikely event of a product defect, for eligible purchasers of certain *Kodak* Scanners, Kodak will replace that product within two business days.

The AUR provides advance replacement on specific failed or broken *Kodak* Scanner. To be eligible to take advantage of the AUR, the eligible purchaser must obtain an RMA number, sign an Advance Replacement Agreement and provide a credit card deposit to secure the replacement product. The RMA number should be kept in the event that the status of the replacement product needs to be checked. The eligible purchaser will be asked for the address where the replacement product is to be shipped. The eligible purchaser will also be faxed packing and shipping instructions for the malfunctioning product. The eligible purchaser will then receive a replacement product within 2 business days after the service call initiation and Kodak's receipt of the signed agreement. The malfunctioning product must be received by Kodak within ten (10) days of the end user's receipt of the replacement product or the end user's credit card will be charged the list price of the replacement product. Shipment of replacement Imaging Product will be made at Kodak's expense and choice of freight carrier. Shipments not made under Kodak's directions and choice of freight carrier may void the Limited Warranty.

Before the product is returned to Kodak, be sure to remove all options and accessories (which include power cord, documentation, etc.) that are not covered by the Limited Warranty. The box and packaging in which the replacement product was shipped must be used to return the malfunctioning product. If the malfunctioning product is not returned in the box and packaging in which the replacement product was shipped the Limited Warranty may be voided. The Return Material Authorization Number ("RMA") must be clearly marked on the outside of the box to ensure proper receipt and credit of the defective product.

Depot service

If the *Kodak* Scanner is not eligible for AUR or On-Site Service, an eligible purchaser may utilize our Depot Repair Service. The eligible purchaser will be instructed to ship the product to the nearest authorized Depot Repair Center. Product must be shipped at the eligible purchaser's risk and expense to the repair center. Before the product is returned to the repair center, be sure to remove all options and accessories (which include power cord, documentation, etc.) not covered by the Limited Warranty. All products should be returned to Alaris in the original shipping container, or in a recommended packing box. The *Kodak* Scanner must have the shipping restraint installed before it is shipped. When the original packaging is not available, contact Kodak Alaris' Response Center at (800) 822-1414, for ordering information. Eligible purchasers seeking services for *Kodak* Scanners must obtain a Return Material Authorization number ("RMA") by calling (800) 822-1414, and within ten (10) business days from the date of issuance of the RMA must return the *Kodak* Scanner to the address designated in the RMA at the end user's own expense and risk. The Return Material Authorization Number ("RMA") must be clearly marked on the outside of the box to ensure proper receipt and credit of the defective product.

Upon receipt of the product, the repair center will repair product within ten (10) business days. The repaired product will be shipped back two-day express mail at no expense to the eligible purchaser.

Important restrictions

Eligibility: The Advance Exchange Program and the Depot Service are available to eligible purchasers in the fifty (50) United States, and On-Site Service is available in the contiguous forty-eight (48) states and in certain areas of Alaska and Hawaii for products purchased from authorized distributors of Alaris The *Kodak* Scanner will be ineligible for any service under warranty if the product falls under any of Kodak Alaris' then-current Warranty Exclusions, including a purchaser's failure to return defective products to Alaris in compliance with Kodak Alaris' then current Packaging and Shipping Guidelines. Persons are only considered "eligible purchasers" or "end users" if they originally purchased the *Kodak* Scanner for their own personal or business use, and not for resale.

Consumables: Consumables are items that wear out under normal use and must be replaced by the end user as needed. Consumables, supplies, other expendable items and those items identified as being the user's responsibility in the User's Guide are not covered under the Limited Warranty.

Any defective products or parts replaced by Alaris become the property of Alaris.

Contacting Kodak Alaris Inc.

For Information on *Kodak* Scanners:

Website: www.kodakalaris.com/go/IM

For U.S. Service, Repair and Technical Assistance by Telephone:

Telephone technical support is available Monday-Friday between the hours of 8 a.m. to 5 p.m. (local time) excluding Alaris holidays. Phone: (800) 822-1414

For Technical Documentation and FAQ's available 24 hours a day:

Website: www.kodakalaris.com/go/IM

For Service Program Information

Website: www.kodakalaris.com
Phone: (800) 822-1414

Appendix C   Software License Agreement

KODAK ALARIS INC.
SOFTWARE END USER LICENSE AGREEMENT

Read the following terms and conditions carefully before using this Software. Use of this Software indicates your acceptance of these terms and conditions. If you do not agree with the terms and conditions, or any of them, you should promptly return the Software in its package in its entirety for a full refund.

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Grant of License. Kodak Alaris Inc. ("Alaris") grants you a license to use one copy of the enclosed software program(s) (the "Software") subject to the license restrictions set forth below.

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LIMITED WARRANTY

This warranty gives you specific legal rights and you may also have other rights. For a period of 90 days after the date of delivery of the Software to you, as evidenced by a copy of your purchase receipt, Alaris warrants (i) the Software will perform substantially in accordance with the accompanying documentation, and (ii) the media on which the Software is furnished will be free from defects in materials and workmanship under normal use. Alaris does not warrant that the functions contained in the Software will meet your requirements or that the operation of the Software will be uninterrupted or error free. You assume responsibility for operation of the Software to achieve your intended results, and for the installation, use, and results obtained from the Software.

Subject to any applicable legislation which prohibits the following exclusions, Alaris MAKES NO OTHER WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Some states and countries, including Australia, do not allow the exclusion of implied warranties, or have legislation that imposes certain statutory warranties that cannot be excluded, so the above exclusion may not apply to you.

LIMITATIONS OF REMEDIES

Subject to any applicable legislation which prohibits the following limitations, Alaris' entire liability and your exclusive remedy shall be, at Alaris' option either (a) the repair or replacement of the Software or any media not meeting Alaris' "Limited Warranty" that is returned to Alaris or your dealer with a copy of your receipt, or (b) the return of the price you paid for the Software, provided you have proof of the purchase price you paid. These remedies are not available if failure of the Software or media is the result of misuse, abuse, or a failure to follow the operating instructions in the accompanying written materials.

APPLICABLE LAW

If the Software was purchased in the United States, this Agreement is governed by the laws of the State of New York. If purchased outside the United States, this Agreement is governed by the laws of the country in which it was purchased.

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