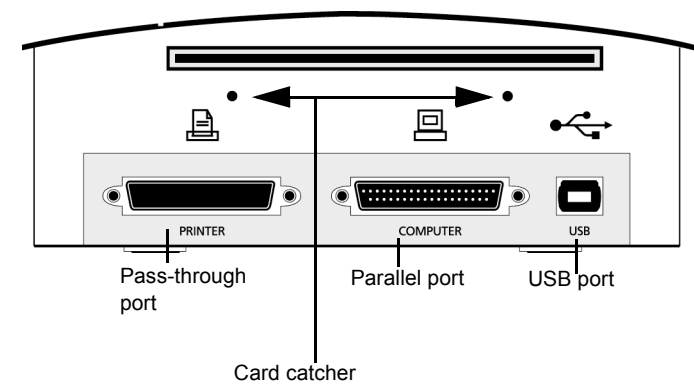
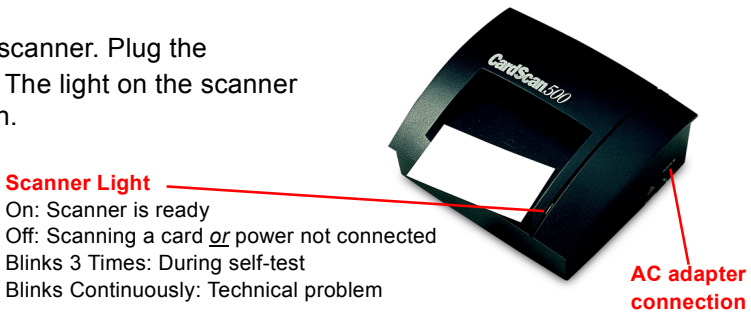


Preparing Your Scanner

1. Install the CardScan software on your PC **before** connecting your scanner. If you do not install the CardScan software first, Windows will not recognize the scanner.
2. Connect the AC adapter to the scanner. Plug the AC adapter into a power outlet. The light on the scanner blinks three times, then stays on.
3. Connect either the scanner's parallel port OR the scanner's USB port to the PC using the included cable. Do **NOT** use both ports. If you switch ports later, disconnect the power before switching.



Card Catcher: The card catcher attaches to the back of your scanner to prevent scanned cards from falling. Insert the two brackets of the card catcher down into the two holes on the back of the scanner. Lower the card catcher so that it lies horizontally.



Scanner Light
On: Scanner is ready
Off: Scanning a card or power not connected
Blinks 3 Times: During self-test
Blinks Continuously: Technical problem

USB port: Choose the USB port if you use your PC's parallel port for another device.
NOTE: Windows 98 or 2000 is required to use USB.

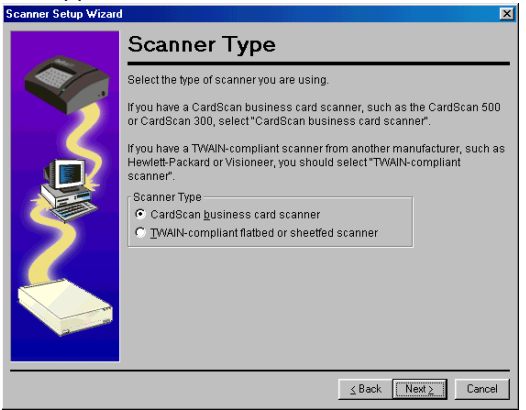
Parallel port: Choose the parallel "COMPUTER" port if you don't have a USB port.

To use a printer and the scanner with only one PC parallel port, connect the printer cable to the scanner's "PRINTER" port. Connect the included cable from the scanner's "COMPUTER" port to the PC's parallel port.
NOTE: Make sure the scanner is powered on for the "PRINTER" port to work.

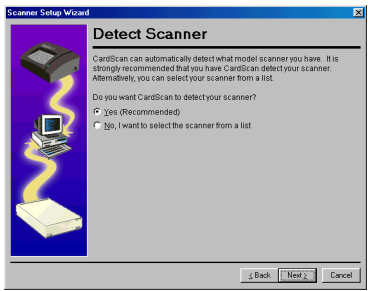
Setting Up Your CardScan 500 Scanner

1. Make sure the CardScan software is installed.
2. Make sure your CardScan 500 scanner is connected to your PC. See "Preparing Your Scanner".
3. Start CardScan. The Scanner Setup dialog appears. The CardScan Setup wizard runs the first time you run CardScan. (You can also choose **Help→Scanner Setup Wizard** at any time.) CardScan's Scanner Setup wizard guides you through the process of detecting and setting up your scanner.

4. Choose "Yes, my scanner is connected" then click **Next**. The Scanner Type dialog appears.



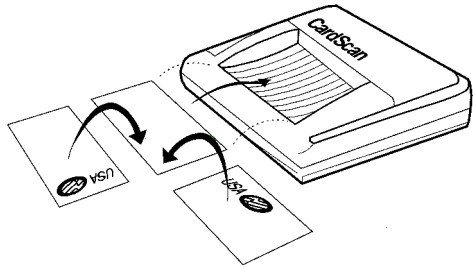
5. Choose "CardScan business card scanner" then click **Next**. The Detect Scanner dialog appears.



6. Choose "Yes" then click **Next**. The wizard detects the CardScan 500 scanner. The Scanner Detected dialog appears.
7. Click **Next**. The Check for Update dialog appears. Choose either:
 - Yes (to check for updates)
 - No (if you don't want to check for updates)If you choose Yes, follow the directions in the Corex Product Update and Scanner Software Update dialogs.
8. Click **Next** when done with Check for Update dialog. The Calibrate dialog appears.
9. Place the calibration card (or a bright white card) blank-side-down in the scanner and click **Next**.
10. At the prompt, click **OK**. The scanner calibrates.
11. When the calibration finishes, click **OK**. The Test Scanner dialog appears.
12. To test scanning, place a business card face down in scanner and click **Scan**.
13. When you are done with testing, click **Next**. The Finished dialog appears.
14. Click **Close**.

Scanning Cards

1. Start CardScan.
2. Insert each card facedown in the scanner, as in the illustration. Orienting the card like this saves time during processing. The scanner pulls the card through.



3. When CardScan finishes scanning, you can either:
 - Insert another card;
 - Click **Batch Options** to assign categories and Notes to card(s); or
 - Process the scanned card(s) by clicking **Process**.

Background scanning

You can scan cards while working with other applications. To turn on background scanning, choose **Edit→Preferences**, click **Scan**, and click "Detect cards automatically".

As you feed cards into the scanner, CardScan automatically scans the cards and saves the images for later processing. While CardScan runs in the background, you can work in another application.

To return to CardScan and process the cards, double-click the CardScan icon in the Windows system tray, at the bottom right corner of the screen.



Processing cards

When CardScan processes a card, it uses AccuCard™ technology, an optical character recognition (OCR) technology, to read the digital image created by your scanner. It then interprets the information and places it into the correct labeled fields, such as Name, Title, Company, Address, Phone, Fax, Email, and so forth. The information appears in CardScan for you to verify.

When you scan cards, you should use **Card→Check Details** or the Edit view afterwards to verify the accuracy of information.

Cards that are difficult to read

Processing a card usually takes only a few seconds. It may, however, take up to half a minute if the card is very difficult to read.

- Such cards may have:
- dark or speckled paper
 - text printed in script or stylized typefaces
 - text in logos or graphics
 - text printed diagonally
 - text printed both horizontally and vertically

A note on accuracy

CardScan is optimized for business cards from the USA, Canada, UK, Germany, France, Belgium, Switzerland, Australia, and Sweden. Results for cards from other countries may not be as good as with these cards. For example, CardScan may incorrectly identify city names, state names, and postal codes. You can minimize inaccuracies by using **Card→Check Details** or the Edit view to verify information.

Troubleshooting

General

Several errors on one card

Re-calibrate the scanner and scan the card again. There may have been mechanical difficulties or the card may have been scanned at an angle.

Card image is skewed

Skewed images may impair accuracy and, therefore, cause errors in the cards. For better results, place the card flush against the right edge of the scanner's tray.

Scanner's light is blinking continuously

Disconnect and reconnect the AC power.

Card jammed in the scanner

If a card jams in the scanner, you can eject the card:

- Choose **Preferences** from the **Edit** menu.
- Click **Scan** to display scanning preferences.
- Click **Setup** to display the *Scanner Setup* dialog.
- Click **Eject Card** to eject the card.

Two or more cards scanned as one

If you scan cards in rapid succession, several cards may appear as one continuous image, thereby jumbling the text. To avoid this problem, wait for the scanner's light to go ON before inserting the next card.

Error message: "Scanner not responding"

Check each item listed below. After checking each item, try to scan again.

- Have you connected the scanner?
Check the AC power and port connections.
- Did you select the correct scanner?
Run the Scanner Setup Wizard by choosing **Help→Scanner Setup Wizard**. Check if the correct scanner is selected.
- Did you select the correct port?
Choose **Edit→Preferences→Scan**. Click **Setup** and verify the port.
- If none of the above solves the problem:
 - Disconnect the scanner from the AC power.
 - Reconnect the scanner to the AC power.

Parallel Port

Scanner seems too slow

The CardScan 500 scans faster if your PC's parallel port is in ECP mode. Consult your PC documentation to determine your parallel port's mode and change it to ECP. You may also try changing modes in the BIOS:

- Access the BIOS when the system is booting. Many PCs show how to access the BIOS, usually by pressing a key or key combination. Some common keys are Esc, F1, F2, or Del.
- In the BIOS, locate the settings for the parallel port mode (they may be in the *Advanced Settings* section) and change the parallel port mode.

If you can't change modes in the BIOS your PC's documentation may show how to change a jumper setting on the parallel port card.

Error message: "Scanning: no images saved" when starting CardScan

This message may appear if CardScan's Auto Detect option is enabled, but another device (not your Card-Scan scanner) is connected to your PC's parallel port. If this device is pass-through compatible:

- Disconnect the device from the PC's parallel port.
- Connect your CardScan scanner to the PC's parallel port. See *"Preparing Your Scanner"*.
- Connect the device to the "Printer" pass-through port on the back of the CardScan scanner.

If the device is not pass-through compatible:

- Choose **Preferences** from the **Edit** menu.
- Click **Scan** to display scanning preferences.
- Turn off "Detect cards automatically".

When you want to use your scanner, connect it to your PC's parallel port.

USB Port

Scanner seems too slow

Try using the parallel port. Disconnect the USB cable, disconnect and reconnect the scanner's power, then connect the parallel port cable. Run the Scanner Setup wizard to set up the scanner.

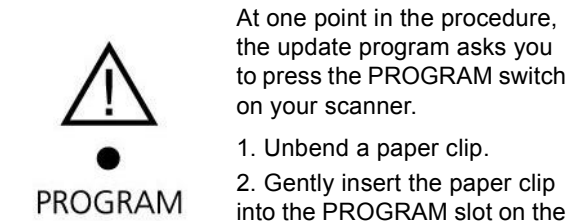
Error message: "Unknown device"

Disconnect the scanner from the port, restart Windows, install the CardScan software, then connect the scanner again.

Scanner Software Update

Corex makes updates to your CardScan 500 scanner's software available on its Web site.

CardScan checks for available updates if you choose **Help→CardScan Updates**. If an update is available, it is downloaded. The Scanner Software Update wizard runs and installs it on your scanner. The wizard will give you complete instructions when it runs.



At one point in the procedure, the update program asks you to press the PROGRAM switch on your scanner.

- Unbend a paper clip.
- Gently insert the paper clip into the PROGRAM slot on the right side of your scanner.
- Press the paper clip until you feel a click.

The update process takes about seven minutes to complete.

For More Information

For the most complete information on how to use CardScan, use the Online Help. Press F1 or choose **Contents** from the **Help** menu. For detailed descriptions of CardScan's features, consult the *CardScan User's Guide*.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of 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 in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in any installation.

To comply with Part 15 of FCC rules, you must use either the cable provided with the scanner or a cable that is IEEE 1284 compliant and no longer than 2 meters (78 inches).

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 correct the interference by one of the following measures:

- Reposition the receiving antenna.
- Increase the distance between the equipment and the receiver.
- Connect the scanning and computer equipment to an outlet on a circuit different from the receiver's.

Technical Support (North America)

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