



imageFORMULA DR-2010C/DR-2510C

# DR-2010M/DR-2510M

# **User Manual**



- Please read this manual before operating this scanner.
- After you finish reading this manual, store it in a safe place for future reference.

Introduction

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# Introduction

Thank you for purchasing the Canon DR-2010C/DR-2510C/DR-2010M/DR-2510M Document Scanner. Please read this manual thoroughly before using the scanner to familiarize yourself with its capabilities, and to make the most of its many functions. After reading this manual, store it in a safe place for future reference.

## Symbols Used in This Manual

The following symbols are used in this manual to explain procedures, restrictions, handling precautions, and instructions that should be observed for safety.

### (See p. 12)

Indicates the number of a reference page that contains related information.

# WARNING

Indicates a warning concerning operations that may lead to death or injury to persons if not performed correctly. To use the machine safely, always pay attention to these warnings.

# CAUTION

Indicates a caution concerning operations that may lead to injury to persons, or damage to property if not performed correctly. To use the machine safely, always pay attention to these cautions.

# **MPORTANT**

Indicates operational requirements and restrictions. Be sure to read these items carefully to operate the machine correctly, and avoid damage to the machine.



Indicates a clarification of an operation, or contains additional explanations for a procedure. Reading these notes is highly recommended.

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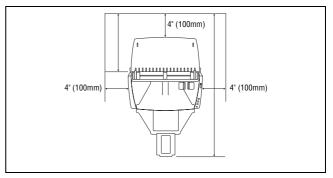
## **1. Important Safety Instructions**

To ensure the safe operation of this scanner, be sure to read the safety warnings and precautions described below.

### Installation Location

The performance of this scanner is affected by the environment in which it is installed. Make sure that the location where the scanner is installed meets the following environmental requirements.

• Provide adequate space around the scanner for operation, maintenance, and ventilation.



- Provide adequate space in front of the scanner for documents output after being scanned.
- Avoid installing the machine in direct sunlight. If this is unavoidable, use curtains to shade the scanner.
- Avoid locations where a considerable amount of dust accumulates.
- Avoid warm or humid locations, such as in the vicinity of a water faucet, water heater, or humidifier.
- Avoid locations where ammonia gas is emitted.
- Avoid locations near volatile or flammable materials, such as alcohol or paint thinner.
- Avoid locations that are subject to vibration.

- Avoid exposing the scanner to rapid changes in temperature. If the room in which the scanner is installed is cold but rapidly heated, water droplets (condensation) may form inside the scanner. This may result in a noticeable degradation in scanning quality.
- The following conditions are recommended for optimal scanning quality:
  - Room temperature: 10 °C to 32.5 °C (50 °F to 90.5 °F)
  - Humidity: 20% to 80% RH
- Avoid installing the scanner near equipment that generates a magnetic field (e.g. speakers, televisions, or radios.)

### **AC** Adapter

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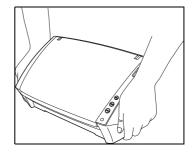
• Connect only to a power outlet of the rated voltage and power supply frequency (120 V, 60 Hz or 220-240 V, 50/60 Hz depending on your region).

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- Do not connect other electrical equipment to the same power outlet to which the scanner is connected. Also, when using an extension cord, make sure that the extension cord is rated for the current requirements of the scanner.
- Never disassemble or modify the AC adapter, as it is dangerous.
- The power cord may become damaged if it is often stepped on or if heavy objects are placed on it. Continued use of a damaged power cord and AC adapter can lead to an accident, such as a fire or electrical shock.
- Do not use the power cord while it is coiled.
- Do not pull directly on the power cord. When disconnecting the power cord, grasp the plug and remove it from the outlet.
- Keep the area around the power cord clear of objects so that the power cord can be disconnected easily in an emergency.
- Do not use an AC adapter other than the one provided with the scanner. Do not use the AC adapter provided with the scanner with other products.
- If you have any questions regarding the power supply, contact your local authorized Canon dealer or service representative for further information.

### **Moving the Scanner**

- When moving the scanner, always hold it with both hands to avoid dropping it. The scanner weighs approximately 5.3 lb (2.4 kg).
- Make sure to disconnect the interface cable and AC adapter before moving the scanner. If the scanner is transported with these items connected, the plugs and connectors may be damaged.



### Handling

# WARNING

Canon

Note the following precautions whenever using the scanner. Failure to do so may result in a fire or electric shock.

- ۲ Never use alcohol, benzene, paint thinner, aerosol sprays, or any other highly flammable substance near the scanner.
- Do not cut, damage, or modify the power cord. Do not place heavy objects on the power cord, and do not pull or excessively bend the power cord.
- Never connect the power cord when your hands are wet. ۰
- . Do not connect the scanner to a multiplug power strip.
- Do not knot or coil the power cord as this may result in a fire or electric shock. When connecting the power cord, make sure that the power plug is securely and completely inserted into the power outlet.
- Do not use a power cord or AC adapter other than the ones provided with this scanner.
- Do not take the scanner apart or modify it.
- Never try to take the AC adapter apart or modify it in any way, as this is dangerous.
- When cleaning the scanner, turn the power switch OFF and disconnect the • power cord from the power supply.
- Clean the scanner using a slightly dampened cloth which has been well wrung • out. Never use alcohol, benzene, paint thinner, or any other flammable substances.
- If the scanner makes strange noises, or gives off smoke, heat, or strange odors, • or the scanner does not function or other abnormalities occur when you use the machine, immediately turn the power switch OFF, and disconnect the power plug from the power outlet. Then, contact your local authorized Canon dealer or service representative for further information.
- Do not drop the scanner, or subject it to impact or strong shock. Should the scanner ever become damaged, immediately turn the power switch OFF, and disconnect the power plug from the power outlet. Then, contact your local authorized Canon dealer or service representative to have the unit serviced.
- Before moving the scanner, be sure to turn the power switch OFF, and disconnect the power plug from the power outlet

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- Do not install the scanner on a surface that is unstable or tilted, or in an area subject to excessive vibrations, as this may cause the scanner to fall. resulting in personal injury or damage to the scanner.
- Never place small metal objects such as staples, paper clips, or jewelry on the ٠ scanner. These items may fall into the scanner, and cause a fire or electric shock. Should such objects ever fall inside the scanner, immediately turn the power switch OFF, and disconnect the power plug from the power outlet. Then, contact your local authorized Canon dealer or service representative to have the unit serviced.
- Do not install the scanner in a humid or dusty location. Doing so might cause a • fire or electric shock.
- Do not place objects on top of the scanner. Such objects may tip or fall over, resulting in personal injury.
- Connect only to a power outlet of the rated voltage and power supply frequency (120 V. 60 Hz or 220-240 V. 50/60 Hz depending on your region).
- When unplugging the power cord, grasp it firmly by its plug. Do not pull directly on the power cord, as this may damage or expose the cord's internal wiring. resulting in a fire or electric shock.
- Leave sufficient space around the power plug so that it can be unplugged easily. If objects are placed around the power plug, you will be unable to unplug it in an emergency.
- ۰ Do not allow water or flammable substances (alcohol, paint thinner, benzene, etc.) to spill into the scanner, as this may result in a fire or electric shock.
- Turn OFF the power switch for safety when not using the scanner for a long • period of time, such as overnight. Also, turn OFF the power switch, and disconnect the power cord from the power outlet for safety when the machine will not be used for an extended period of time, such as during consecutive holidays.
- ۲ Do not wear loose clothing or jewelry that may get caught in the scanner while you are using it. This may result in personal injury. Be extra careful of neckties and long hair. If anything becomes caught in the scanner, immediately disconnect the power cord to stop the scanner.
- ۰ Be careful when loading paper into the scanner and when removing jammed paper. It is possible to cut your hand on the edge of a sheet of paper.

## Disposal

 When disposing of this scanner, be sure to follow all local ordinances and laws or consult with the retailer who sold you the scanner.

## When sending the scanner for repairs

 When a request is made for repairs, the scanner needs to be sent to the specified address. When sending the scanner, use the packing box in which it came. Firmly secure the scanner with packaging material when you place it in the packing box.

## 2. Features of the Scanner

### The main features of the document scanner are described below.

### Compact Size

The dimensions of the scanner are as follows: 11.7" (298 mm)(W) x 9.8" (245 mm)(H) x 19.5" (490 mm)(D) (with the feed tray and eject tray open). (The size of the scanner with the feed tray and eject tray closed is 11.7" (298 mm)(W) x 6.3" (160 mm)(H) x 6.3" (160 mm)(D)).

### Fast Document Feeding

The DR-2510C/DR-2510M can scan a maximum of 25 documents per minute, and the DR-2010C/DR-2010M can scan a maximum of 20 documents per minute in a range of sizes from business card to LTR/A4 size.

Scanning conditions: Black and white/color, LTR/A4 portrait orientation one-sided/two-sided, 200 dpi

#### High Image Quality

The 600 dpi optical resolution sensor incorporated in the scanner enables documents to be scanned with high image quality.

#### Eject Tray

The eject tray enables scanned documents to be stacked. Open the eject tray when scanning documents that are not output smoothly. Scanned documents can be output without opening the eject tray.

#### USB Link Switch

The power of the scanner can be linked to be automatically turned ON/OFF in accordance with the power of the computer.

### USB 2.0 Interface

The scanner supports Hi-Speed USB 2.0.

#### ■ Color/Grayscale Support

Documents can be scanned in 24-bit color or 256-level grayscale.

#### Supports a Variety of Scanning Modes

The scanner supports the following scanning modes, depending on the document type:

- Single-sided or double-sided scanning (with Skip Blank Page function)
- Continuous or single sheet feed

### Card Scan

You can scan business or ID cards.

#### Paper Size Detection

The scanner automatically detects the size of a scanned document and eliminates any unnecessary space around the edges of the image when storing the image, even when storing a document of irregular size.

### Auto Color Detection

The scanner detects whether the scanned document is in color or black and white, and saves the image accordingly.

### Folio Scan

You can scan folded documents. The scanner will scan both sides and combine the scanned images into a single image.

#### Deskew

The scanner straightens scanned images when it detects that the document was placed askew.

Ultrasonic Double Feed Detection (for the DR-2510C/DR-2510M only) Ultrasonic waves are used to detect pages that are fed at the same time as well as the space between pages. Scanning stops if a double feed is detected.

#### Text Enhancement Modes

The scanner is equipped with the Advanced Text Enhancement Mode (only for Windows), for enhancing the text of documents with dark or uneven backgrounds, and the Advanced Text Enhancement II mode, for enhancing the text when both the text and background are light.

These modes may not work, depending on the type of document.

#### Color Drop-out

The scanner is equipped with a Color Drop-out function that enables you to specify a color for the scanner to omit from the scanned image. Both sides are scanned, but saving the image is skipped for scan images judged to be from a blank page.

#### Skip Blank Page Function

The scanner is equipped with a Skip Blank Page function that enables you to scan a document without storing images of blank pages, regardless of whether each page of the document is two-sided or one-sided.

#### Prescan Function

The scanner is equipped with a Prescan function that allows you to adjust the contrast and brightness of a prescanned image and then send the adjusted image to the application software, without needing to scan the document again.

#### Job Function

The scanner includes three job buttons for automatically scanning and performing operations (up to ten operations, such as saving, printing, or mailing, can be registered) on the scanned image.

#### Scan First

Pressing Job Button starts CaptureOnTouch. You can then perform a scan simply by following the on-screen guidance.

#### Auto Start

The scanner is equipped with an auto start function, which enables scanning to be automatically started when a document placed in the feeder is detected.

#### Sleep Mode

The scanner is designed to save energy by entering the sleep mode when it is not scanning documents.

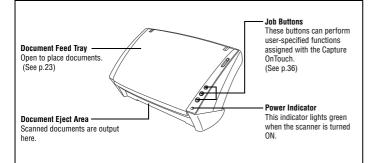


Some functions may not be available depending on the software you are using.

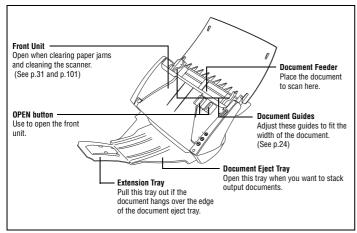
## **3. Names and Functions of Parts**

This section describes the name and function of each part. Make sure to read this section and familiarize yourself with the parts of the scanner before using the scanner.

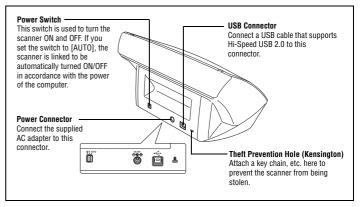
### Front View/Right-Side View



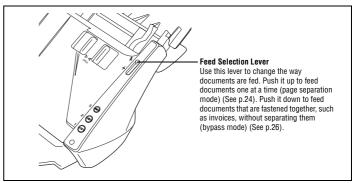
### Front View (With the Document Feed Tray and Eject Tray Open)



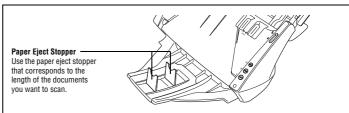
### Back View



### Feed Selection Lever



### Paper Eject Stopper



## **Chapter 2 Setup**

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## **1. Scanner System Requirements**

To use the scanner, your computer must satisfy the following system requirements.

### System requirements for Windows

- One of the following operating systems:
  - Microsoft Windows 2000 Professional Service Pack 4 or later
  - · Microsoft Windows XP Service Pack 3 or later
  - Microsoft Windows XP x64 Edition Service Pack 2 or later
  - Microsoft Windows Vista Service Pack 1 or later
  - Microsoft Windows Vista x64 Edition
- A computer that meets the following specifications:
  - CPU: Pentium 4 (3.2 GHz or faster)
  - Memory: 1 GB or more
  - Hard disk: 1 GB or more available space
  - · CD-ROM drive
  - Hi-Speed USB 2.0
  - Monitor: Resolution of 1024 × 768 (XGA) or better recommended.
- An ISIS-compatible application or a TWAIN-compatible application that is compatible with the above operating systems.

### System requirements for Mac OS X

- Operating system Mac OS X 10.3.9 – 10.5.6
- Supported Macintosh models
  - CPU:Core 2 Duo 2.4GHz or higher
  - Memory: 1GB or higher

# **G**IMPORTANT

- If you do not know the requirements for your computer system, contact the store where you purchased the computer or the manufacturer of the computer for more information.
- If you use the scanner with Windows, use the latest USB 2.0 driver made available by Microsoft. For details, consult your local authorized Canon dealer.
- Use the USB interface provided as standard with your computer. However, normal operation is not guaranteed with all USB interfaces, even if present as standard equipment on the computer. For details, consult your local authorized Canon dealer.
- Scanning speeds are lower if your computer's standard USB interface is USB Full-Speed (equal to USB 1.1.)
- The USB cable you are using should be the one originally included with the scanner.
- If the CPU, memory, interface card, and other specifications do not satisfy the installation requirements, the scanning speed may be greatly reduced and transmission may take a long time.
- Even if the computer satisfies the recommended specifications, the scanning speed may vary, depending on the specified scan settings.
- The scanner drivers provided with the scanner do not necessarily operate on all ISIS (only for Windows) or TWAIN-compatible applications. For details, contact your application software retailer.

# 2. Installing the Software

This section describes how to install the required software.

### Setup Disc

The following software is included on the Setup disc provided with the scanner.

- CaptureOnTouch This is a dedicated scanning utility for this product.
- Scanner Driver

The scanner driver for using the scanner with ISIS-compatible (Windows only) and TWAIN-compatible applications.

 CapturePerfect 3.0 (Windows only) An ISIS compatible application developed for use with Canon document scanners.

# **I**NOTE

The Setup disc for Windows is configured as follows. Install the software using either [Typical Installation] or [Custom Installation].

Canon	\$	imageFORML	JLA	Typical Ins	tallatio	on		
	c	DR-2510C anon Document Scanner Setu Typical Installation Custom Installation Read Manuals Exit		All of the above	the scanne		ation is ci	
1211				Back				Install
Read Manuals			Manuat 🙀	Custor				
						Display M		
2 Il Carry Start Guida						CR 2510C Driver		
Easy Start Guide	8	CapturePerfect 3.0 operation guide	8		2	CapturePerfect 3.0	8	
2 Easy Start Guide 2 Preference Guide 2 User Manual	10 10 10				_		8	
Reference Guide Clock a manual you want to read.	8	CepturePerfect 3.0 operation guide CeptureOnTouch operation guide	8	Select the softw	the scame are you we	CapturePerfect 3.0	ation is cr	
Reference Guide Clock a manual you want to read.	8	CapturePerfect 3.0 September guide CaptureContent of Sector September guide WEEE Directive	8	Select the softw IDR-2510C Dri	the scame are you we	CapturePerfect 3.0	ation is cr	

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### Software Installation (Windows)

Follow the procedure below to install the software.

# 

- Install the software before connecting the scanner to the computer.
- Log on to Windows as an Administrator.
- Close all other applications before installing the software.

Turn the power of the computer ON.



Insert the Setup disc into the CD-ROM drive of the computer.

### Click [Typical Installation]



# 

When you select [Typical Installation], all of the displayed software and the User Manual will be installed automatically. If you want to reinstall only specific software that you have previously uninstalled, select [Custom Installation] and specify the software.

Click [Install].						
Typical Installa	tion					
	Display Manu	ual: 📑				
	Creation Office Driver					
	送 CapturePerfect 3.0	2				
	User Manual	2				
All of the above softwa	re is installed if you click (Install) button.					
	Typical Installa	Typical Installation Deprint Mark DE2510 Diver CR205 D0 Diver CR206 D0	Typical Installation			



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6

Read the license agreement  $\rightarrow$  click [Yes] to accept it.



When the driver installation is complete, click [Finish].





#### Click [Next].

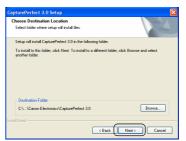




#### Read the license agreement $\rightarrow$ click [Yes] to accept it.



Confirm the installation location  $\rightarrow$  click [Next]. 10





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When the CapturePerfect 3.0 installation is complete, click [Finish].



12	Click [Next].
	1

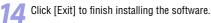






- 13 When the Use
  - When the User Manual installation is complete, click [Finish].







**15** Remove the Setup disc from the CD-ROM drive.

## Software Installation (Mac OS X)

Follow the procedure below to install the software.

Turn the power of the computer ON.

9

Insert the Setup disc into the CD drive.

# 3 Click [DR-2510M Installer].



### Click [Continue].

Δ



8

5

Read the license agreement and click [Continue] to accept it.
rioud the needed agreement and ener [continue] to decept it.





### Click [Agree].



### Click [Continue].



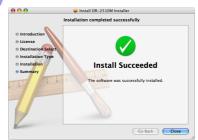
#### Click [Upgrade].





When the confirmation screen appears, enter the password of a user with administrator rights, and then click [OK].

	Authenticate
"	staller requires that you type your password.
	Name: flamingo
Pa	sword:
▶ Details	
?	Cancel OK



### When the installation is complete, click [Close].

### **Third-Party Software**

The following software is included on the Setup disc. For details on operating the software, refer to the Help for each software.

### • Presto! BizCard

Business card management software from NewSoft Technology Corp. Run the following installer from the Setup disc to install. BizCard/BCRInstaller

Presto! PageManager

Photo and document management software from NewSoft Technology Corp. Run the following installer from the Setup disc to install. PageManager/PM8Installer

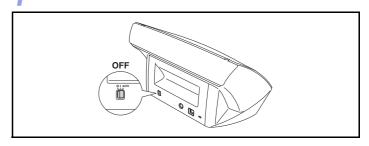
\* Presto! BizCard is a registered trademark of NewSoft Technology Corp.

## **Connecting the Scanner to the Computer**

Connect the scanner to the computer.

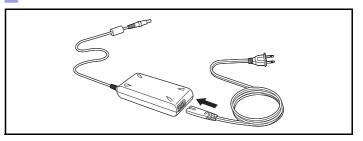


- Before connecting the scanner to the computer, verify that the power switch of the scanner is OFF. If the power switch is in the ON position, push the switch to set it to OFF.
- The shapes of the power plug and power cord differ depending on the country and region.
  - Verify that the power switch of the scanner is OFF (O side).



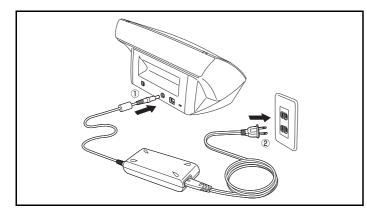
Conne

Connect the power cord to the AC adapter.

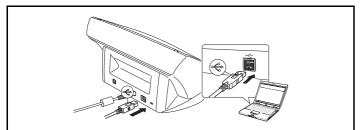




Connect the plug of the AC adapter to the power connector on the back of the scanner.



Use the supplied USB cable to connect the scanner to the computer.



## 3. Turning the Power ON

When you turn the computer and the scanner ON for the first time, the Plug and Play function of Windows recognizes the scanner and automatically installs the required device driver.



# IMPORTANT

- If you turn the power OFF, wait at least 10 seconds before turning it ON again.
- If you will not be using the scanner for an extended period, you should disconnect the power cord from the AC outlet for safety.

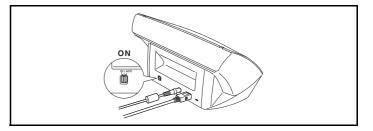
### **Scanner Recognition**

The scanner will be recognized the first time it is connected to the computer.

Make sure that the scanner and computer are connected properly.



Press the power switch on the back of the scanner to turn the scanner ON (I side).



3

The scanner is automatically recognized as new hardware.

In Windows, a balloon message such as shown below appears on the task bar. Simply wait a while, until the scanner is recognized automatically.



When the scanner is properly connected to the computer, the **R** (CaptureOnTouch) icon appears on the taskbar (or menu bar) as follows.

#### Windows taskbar





If the taskbar icon appears as 🔯, the scanner is not properly connected to the computer. Check the status of the power switch and USB cable.



If you set the power switch on the back of the scanner to [AUTO], the scanner is linked to be automatically turned ON/OFF in accordance with the power of the computer.

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## **1. Documents**

The scanner can scan documents ranging in size from business cards and checks to LTR/A4. The document sizes that this scanner can scan are shown below.

#### **Plain Paper**

Size

Width: 1.97" to 8.5" (50 mm to 216 mm)

Length: 2.12" to 14.02" (53.9 mm to 356mm)\*

Paper weight: (Page separation mode)

14 to 32 lb bond (52 to 128 g/m<sup>2</sup>) 0.0024" to 0.0059" (0.06 mm to 0.15 mm) Paper weight: (Bypass mode)

11 to 42 lb bond (40 to 157 g/m<sup>2</sup>) 0.002" to 0.0079" (0.05 mm to 0.20 mm)

 You can scan documents up to 39.2" (1000 mm) long by setting the scanner to the Long Document mode. (See "Setting the Long Document Mode," on p. 32.)

#### Business Card

Size: 1.97"x 2.12" (50 mm x 53.9 mm) or larger Paper weight: 140 lb bond (300g/m<sup>2</sup>) 0.0138" (0.35 mm) or less

# 

If a stack of business cards cannot be fed properly, reduce the number of cards in the stack.

### Card

Size:2.12" × 3.37" (53.9 mm × 85.5 mm) (ISO/JIS standard)Card thickness:0.03" (0.76 mm) or lessOrientation:Horizontal feeding onlyEmbossed cards can be scanned.

# CAUTION

- If you place cards to be fed vertically, they may not be ejected properly, and cards that get jammed may be damaged when you remove them. Take care of the orientation when placing cards.
- Embossed cards may not be able to be scanned correctly, depending on the type of embossment.



A document must meet the following criteria to be scannable:

- When scanning multiple documents of different sizes, place the documents so that they cover the entire span of the feed rollers.
- It is recommended that documents exceeding LTR, 11.69" (A4, 297 mm) size are fed one sheet at a time.
- Scanning documents before the ink is dry can cause problems with the scanner. Always make sure that the ink on a document is dry before scanning it.
- Scanning documents that are written in pencil or similar material may make the rollers and scanning glass dirty, which can lead to smudges on the scanned image and transfer the dirt to subsequent documents. Always clean the internal parts of the scanner after scanning such documents.
- When scanning a two-sided document that is printed on thin paper, the image on the opposite side of each page may show through. In this case, adjust the scanning intensity in the application software before scanning the document.
- It is recommended that thin documents are fed one sheet at a time.
- Scanning the following types of documents can cause a paper jam or malfunction. To scan such a document, make a photocopy of the document and then scan the photocopy.









Curled documents





Torn documents



ſ<sup>6</sup>

Documents with paper clips or staples

Coated paper
Extromoly this

Extremely thin, translucent paper

Carbon paper



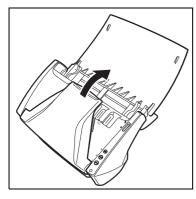
🖊 Back 🖛 Previous Page Next Page 📫

## 2. Preparing the Scanner

Prepare the document feed tray according to the paper size and type.

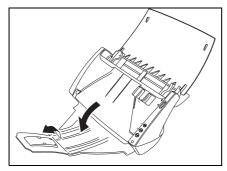
## Preparing the Document Feed Tray

Open the document feed tray.



## **Preparing the Document Eject Tray**

Open the document eject tray.



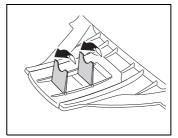


Contents

- Documents can be scanned with the document eject tray closed.
- Open the document eject tray when you want to stack output documents.
- Use the extension tray when the document hangs over the edge of the main tray.

## **Preparing the Document Stopper**

Use the document stopper that corresponds with the length of the document you want to scan.



3

## **3. Placing Documents**

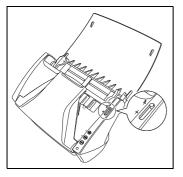
There are two methods for feeding documents, the Page Separation mode and Bypass mode. Feeding pages continuously from a stack of documents placed in the feed tray is called the Page Separation mode. Feeding documents one sheet at a time or feeding documents consisting of multiple pages that are attached, is called the bypass mode.

The document feed method can be changed by moving the feed selection lever.

### Feeding in the Page Separation Mode

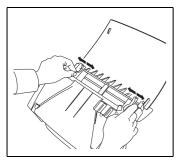


Switch the feed selection lever to  $\frac{1}{2}$  (Page Separation).

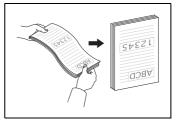




Adjust the document guides to fit the width of the document to be scanned.



Fan the pages of the document to be scanned, and shift them so that the top of the first page (the bottom of the front of the document) is the lowest. (Place the document so that the top of the document is facing down.)

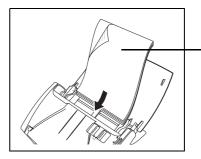


# 

When placing documents into the feed tray, take care not to cut your hands on the edges of the paper.



Place the document with the reverse side facing you, and the top of the document facing down.



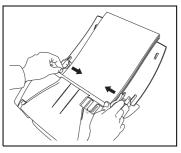
Insert the document with the reverse side facing you



There is a load limit mark ( $\mathbf{v}$ ) on the document guides. Do not stack documents higher than this mark (approximately 50 sheets of 20 lb bond (80 g/m<sup>2</sup>) paper.) Doing so may cause a paper jam.



Adjust the document guides to fit the width of the document.





Before scanning, make sure that the document is not curled or creased, and that it is placed in the feed tray correctly. Scanning an improperly placed, curled, or creased document may damage the document or cause a paper jam.

Use the application software to start scanning.

## 

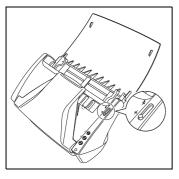
- Before you place a document, check to make sure it does not contain paper clips, staples, or other small metal objects. These items may cause a fire or electrical shock, damage the document, or cause a paper jam or scanner malfunction.
- Do not wear loose clothing or jewelry that may get caught in the scanner while you are using it. This may result in personal injury. Be extra careful of neckties and long hair. If anything gets caught in the scanner, immediately turn OFF the power switch, and disconnect the power cord from the power outlet to stop scanning.
- Always smooth out any folds or curls in your documents before placing them into the feeder. If the leading edge of a document is curled, it may cause a paper jam.
- If feeding stops due to a system error or paper jam while the scanner is scanning, resolve the problem, make sure that the scanned image of the last page that was successfully fed has been stored, and then resume scanning the remaining document pages.
- After you finish scanning, close the document feed tray and the document eject tray to prevent damage to the scanner while it is not being used.

## Feeding in the Bypass Mode

When scanning multiple page documents that are fastened together, such as invoices, place the documents so that the edge that is fastened together is facing down.

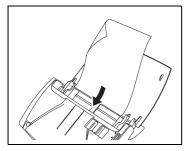


Switch the feed selection lever to  $\frac{1}{2}$  (Bypass).



- Adjust the document guides to fit the width of the document to be scanned (See p.24).
- 3

Place the document with the reverse side facing you, and the top of the document facing down (See p.24).

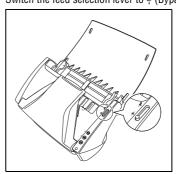


Use the application software to start scanning.

# 

After you finish scanning, close the document feed tray and the document eject tray to prevent damage to the scanner while it is not being used.

## **Placing Cards**



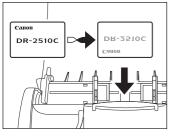
Switch the feed selection lever to rightarrow (Bypass).

CAUTION

- When scanning cards, make sure to set the feed selection lever to  $\div$  (Bypass).
- The maximum number of cards that can be scanned at a time is three.

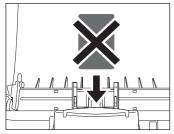
Adjust the document guides to fit the width of the card to be scanned (See p.24).

- 3
- Place the card horizontally, with the reverse side facing you, and the top of the card facing down.



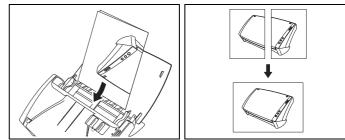
# 

If you place cards to be fed vertically, they may not be ejected properly, and cards that get jammed may be damaged when you remove them. Take care of the orientation when placing cards.



### **Placing Folded Documents**

Folio Scan enables you to scan documents that are larger than LTR/A4 and therefore do not fit in the feeder. (The maximum size is 11" X 17"/A3.) To use the function, fold the document in half lengthwise and place it into the feeder. The DR-2010C/DR-2510C will scan both sides and combine the scanned images into a single image.





- When folding the document, align the right and left sides and create a sharp, straight fold. Otherwise the document may jam or the image may not be aligned properly.
- The fold line itself will not be scanned. Keep this in mind if there is content such as photos, diagrams, or text that spans the fold.
- For Folio scanning, only the Bypass mode can be used. Place documents one at a time.
- Adjust the document guides to fit the width of the document. Otherwise, the image may scan as skewed or shifted.



- When scanning folded documents, switch the feed selection lever to  $\frac{1}{2}$  (Bypass).
- When placing folded documents, place the document into the scanner so that the fold is on the right side. The side of the folded document facing you will become the right side of the combined image.
- When scanning a folded document, set [Scanning Side] on the scanner driver settings screen to [Folio]. (See "Scanning Side Settings" on page 69.)
- The maximum size for the combined image is A3. When scanning a folded document of a size other than the standard formats, set [Page Size] on the scanner driver settings screen to [Auto-detection]. (See "Paper Size Settings" on page 67.)

# 4. Scanning Methods

The product comes with the following software applications. These applications have to be installed from the supplied Setup disc.

CaptureOnTouch

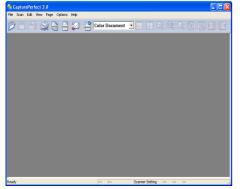
This is a scanning software application that makes it easy to perform scanning simply by following the on-screen guidance. Assigning scan functions to the job buttons of the unit is also done with this software.

🐐 imageFORMULA DR-2510C	CaptureOnTouch					
🐑 Scan First		Select Scan Job	📚 imag	eFORMULA		
		Scan 🔶	Output method 🔶	Finish		
Select the output method (save as file	e, print, etc.) for scanned	inages.				
Scanner setting:		imageFORMULA DR-2510C C	aptureOnTouch			
	Colormode: Page Size: Dots per inch:	ସ୍ଥିଲ୍ Scan First	Selec	ct Scan Job	} ♥	imageFORMULA
	Scanning Side:		Job selection 🔶	Scan 🔶	Output confirmation	→ Finish
		Select job and press Start button.				
()		Job jist:		Job details		
Ensite gorinuos correig     Ensite gorinuos correig     Décisión correis button 1 to	Scan First	Dopore, Job He Corport, Corport Email Coar POF Color POF Color POF	Data Con Con Con Con	<b>Т</b> 🤔 Со Ры Do	to per inch: 300 dp anning Side: Simple t	ze detect
		Job list/gdt	Register gew job			Start
		S Massign scanner button 1 to S	can First		YT Environ. Settin	gt.) [? Help]

For details on CaptureOnTouch, refer to "Chapter 4 CaptureOnTouch Settings".

CapturePerfect 3.0 (Windows only)

This is scanning application for advanced users. It offers a variety of scanning methods and functions for editing the scanned image.



For details on CapturePerfect 3.0, refer to "Scanning With CapturePerfect 3.0" below. Also refer to "CapturePerfect 3.0 Operation Guide" in the electronic manual.

Scanner driver

This is the scanner driver required for using the unit. When scanning with ISIS compatible applications (Windows only) or TWAIN compatible applications, the scanner driver will be called up as required for making various scan settings. For details, refer to "Chapter 6 Scanner Driver Settings".

Before starting to use the unit, you must install the software from the Setup disc. For details on installation, see the "Reference Guide" or "Chapter 2 Setup".

## **5. Practical Examples**

This section provides examples of settings when scanning. Refer to these examples when specifying ISIS/TWAIN driver settings. For descriptions of particular setting items, see "Chapter 6 Scanner Driver Settings," on p. 60.

### **Scanning Both Sides of Pages**

• To scan both sides of pages Set [Scanning Side] to [Duplex].

### **Scanning Non-Standard Size Documents**

• To scan irregular size documents

To scan a document of a size other than the standard formats, set [Page Size] to [Auto-detection].The document size will then be detected automatically.

• To register an irregular page size for scanning documents A document size other than the standard formats can be registered with the

[Custom] option.

#### (See "Adjusting the Scan Area," on p. 73.)

#### To scan only part of the document page You can specify the scanning area. However, when I

You can specify the scanning area. However, when [Paper Size] is set to [Autodetect], the scanning area cannot be specified. (See "Adjusting the Scan Area," on p. 73.)

### Scanning Multiple Batches as One Document

#### To scan a document that has too many pages to be loaded all at once as separate batches

Set [Feeding Option] to [Automatic Feeding]. When this option is selected, the scanner detects documents and starts scanning as they are loaded, so continuous scanning is possible by loading the document batches repeatedly. If [Feeding Option] is set to [Panel-Feeding], and the document has been set, scanning will not start until the start button on the scanner is pressed. This is useful if you want to straighten documents after you have placed them in the scanner.

To create separate files for each batch of documents during continuous scanning

Select the [Feeding Option] by clicking [Automatic Feeding] or [Panel-Feeding] and set [Batch separation] to [Auto].This function is available only under Windows when the scanner driver was called from an ISIS compatible application.

#### To scan a batch of documents one page at a time

Set [Feeding Option] to [Automatic Feeding] or [Panel-Feeding] and scan each document separately. After one document has been scanned, the operation steps are as follows.

- If [Feeding Option] is set to [Automatic Feeding], load the next document. The scanner will detect the document and scan it automatically.
- If [Feeding Option] is set to [Panel-Feeding], load the document and then press the scan button.

#### Prescan

To confirm images before scanning

Select the [Prescan] check box. The [Prescan] dialog box is displayed when scanning starts. (See "Prescan," on p. 91.)

### **Registering Settings**

Registering Your Settings

Register a name for your settings in the user preferences. When you want to recall your settings later, select the name of your registered user preferences, and they will be reflected in the dialog boxes. (See "Registering Scanning Conditions," on p. 93.)

By using the Job Function or the Job Scan function of CapturePerfect 3.0, you can register scanning conditions and methods for processing scanned image files as jobs, and scan by selecting a job.

### Before using Adobe Acrobat 9.0

There are two methods for scanning a document from the scanner using the Adobe Acrobat 9.0 included with the provided Setup Disc for DR-2510C/DR-2010C. One method is Presets (Black & White Document, Grayscale Document, Color Document or Color Image), in which the scanning parameters are set beforehand, and the other method is Custom Scan, which allows you to select the parameters used for scanning. The Custom Scan method also provides the option of either showing or hiding the scanner's Native Interface (the scanner's own settings screen) while scanning.

If you use Adobe Acrobat 9.0 with this scanner and scan using the Custom Scan method, you should display the scanner's Native Interface for the following reasons.

- If you make scans without showing the Native Interface, it may not be possible to scan correctly at the specified Paper Size.
- If you use Presets to scan without showing the Native Interface, it may not be possible to scan correctly at the specified Paper Size.

# 6. Clearing a Paper Jam

When paper jams occur during scanning, use the following procedure to clear them.

# CAUTION

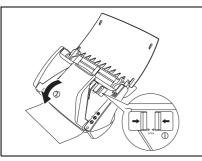
When removing jammed paper, take care not to cut your hands on the edges of the paper.



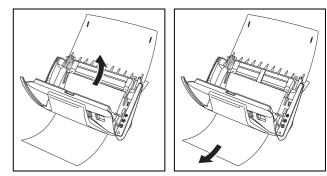
Remove any documents that have been left in the eject tray.



)	Press the OPEN knob from both sides $(\mathbb{O})$ , and pull the front unit out and
	downward to open it ( ${}^{m \oslash}$ ).



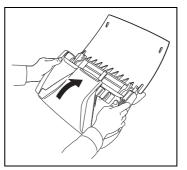
2 Remove the jammed document from the document feeding side or document ejecting side.





Make sure to pull the document out carefully, without applying too much force. If the jammed paper tears while you are pulling it out, make sure to remove any remaining pieces from inside the scanner.

Close the front unit by gently pushing it up on both sides until clicks into place. Make sure that the front unit is completely closed by pushing until you hear a click.





- After removing the jammed paper, check to see if the last page was scanned correctly, and then continue scanning.
- ٠ If a paper jam occurs when [Rapid recovery system] is enabled in the scanner driver setting screen, the image data of the document is not saved and operation is interrupted. This allows you to continue scanning from the document that caused the paper jam after the paper jam is fixed.

## 7. Other Functions

### Setting the Long Document Mode

The length of documents that can be scanned with the scanner is normally 14.02" (356 mm), but you can scan documents up to 39.2" (1000 mm) long by setting the scanner to the Long Document mode.



# IMPORTANT

By selecting the Long Document mode and setting the [Paper Size] on the scanner driver settings screen to [Auto-detection], documents of up to 39.2" (1,000 mm) in length can be scanned. Note the following when using the Long Document mode:

- When scanning in the Long Document mode, if the document is placed on the scanner in a skewed position, it may hit the edges of the feeding area and be damaged. Be careful to place the document so that it is not skewed.
- When scanning with the Long Document mode, paper jam detection may react slowly, resulting in damage to the document. Be careful to avoid paper iams.
- ٠ When scanning long documents, make sure to set the feed selection lever to + (Bypass), and scan the documents one at a time.

### Setting procedure under Windows



### Click the [Start] button $\rightarrow$ [Control Panel].

### Contents

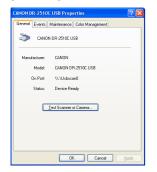
# Canon

### Double-click [Scanners and Cameras].

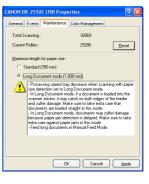
jie Edit Vjew Fgvorites	Iools Help	At 1
🌏 Back 🔹 🕥 🕤 🏂	🔎 Search 😥 Folders 🔛 -	
ddress 🥞 Scanners and Carr	eras	💌 🄁 Go
Imaging Tasks           Imaging Tasks           Add an imaging device           Allow this computer to a network scanner	CANON DR-2510C USB	
Other Places	*	
Control Panel My Documents Shared Documents My Network Places		
Details	8	

3

Right-click [CANON DR-2010C USB] or [CANON DR-2510C USB]  $\rightarrow$  click [Properties].



Click the [Maintenance] tab  $\rightarrow$  [Long Document Mode (1,000 mm)].



Click [Apply]  $\rightarrow$  [OK].

5

6

1

2

Turn the scanner OFF and then ON again.

#### Setting procedure under Mac OS X

- Start Image Capture. To start Image Capture, click the hard disk icon (e.g. [Macintosh HD]), the [Applications] folder, and then the [Image Capture] icon.
- Click [Browse Devices] in the [Devices] menu.
- Select the scanner you want to use, and select the [Use TWAIN software] check box.

Click [OK]

Contents



Click [DR-2510M TWAIN] in the [Devices] menu.

**6** 

### Click [Scan].

The settings screen for the scanner driver appears.



Click the (1) (information) button. The [Scanner Information] dialog box appears.

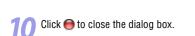
Scanner Information			
Scanner Name :	DR-2510M		
Driver Version :	0.6.9.0213		
irmware Revision :	1.09		
fotal Scanning Count :	250710		
Roller count:	563		



## Click [Maintenance].

The [Maintenance] dialog box appears.

Roller	count :	563
Counter Reset :		Reset
Maxir	num length for pa	per size :
		Standard (356 mm)
		Long Document mode (1,000 mm)
A	size detection set - In Long Docum scanner askew, it suffer damage. M are loaded straigl - In Long Docum because paper jan	Id may decrease when scanning with paper to Long Document mode. ent mode, if a document is loaded into the may catch on both edges of the feeder and ake sure to take extra care that documents it in this mode. ent mode, documents may suffer damage n detection is delayed. Make sure to take t paper lams in this mode.



Click [Long document (1000mm)].

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7. Scanning with the Job Buttons	
8. Environmental Settings	46
[Basic settings] Tab [E-mail settings] Tab	

Please note that although the procedures and screens used in this chapter are those used in the Windows version of CaptureOnTouch, operations for the Mac OS X version are the same.

Mac OS X operations are described for operations that differ between versions, such as starting and quitting the application.

## 1. What is CaptureOnTouch?

 Save to a specified folder.
 Print

 Description
 Description

 Operation
 Description

 (Network)
 Sent a paper and a pape

CaptureOnTouch provides multiple scanning methods for you to select based on your intended purpose.

### Scan First



This method allows you to select an output method after a document is scanned, and then configure the necessary settings.

CaptureOnTouch is a scanning application that allows you to scan documents using easy-to-follow on-screen instructions.

### Select Scan Job

imageFORMULA	DR-2510C Capture0	InTouch				
En Sca	ın First	Select	Scan Job		📚 imag	eFORMULA
	Jab	relaction >	Scan	→ Output cont	imation $\rightarrow$	Finish
Select job and press Ste	art button.					
lab jat Output n. Jab till Output n. Jab till Gray PC Gray PC E-mail C Color PI		Button	Job details	Colormode: Page Size: Dots per inch: Scanning Side:	24-bit Color Auto size detect 300 dpi Dugles	
🔌 Color Pi	of	9	Confirm g	gulput postinuous scorreing	Ad	vanced display
Job ke/gdi	ı	Register pew job			s	itart
🖯 🗹 Assign scann	ver button 1 to Scan First			ŶŤ Em	iron Settings	Нер.

This method allows you to register scanning conditions and output methods as jobs, and then select a job that matches your intended purpose to begin scanning. This is useful for repeating specific scanning operations multiple times.

### Scanning with the Job Buttons

[Scan First] and [Select Scan Job] are pre-assigned to the three job buttons on the scanner, and you can start scanning by pressing one of these buttons after loading your document.



ton
Select Scan Job (Windows: Color PDF, Mac OS X: Color JPEG iPhoto)
Select Scan Job (E-mail Color PDF)
Scan First

# 2. Starting CaptureOnTouch

CaptureOnTouch resides on your system when you start your computer, and a CaptureOnTouch icon appears on the taskbar (menu bar in Mac OS X) (default).

📲 💽 👌 🦁 3:22 PM

When you click 🔣 (CaptureOnTouch) on the taskbar (menu bar in Mac OS X) and click [Launch CaptureOnTouch] in the menu that appears, the CaptureOnTouch main screen appears.



In Windows, you can also start from the Windows Start menu. Click [Start], point to [All Programs], point to [Canon DR-2510C] (or [Canon DR-2010C]), and then click [CaptureOnTouch].

#### Quitting CaptureOnTouch

Click 🛃 (CaptureOnTouch) on the taskbar (menu bar in Mac OS X), and click [Exit] in the menu.

💿 📇 Color PDF	
💿 🗐 E-mail Color PDF	
📇 Gray PDF	
🂿 Scan First	
Confirm output	
Launch CaptureOnTouch	
Version Information	
Exit	
<u> </u>	🛃 🧐 😵 1:19 PM

The application no longer resides on the system, and the taskbar (menu bar in Mac OS X) icon disappears.



If you end CaptureOnTouch on Mac OS X, scanning cannot be started by pressing a job button (See p.46). In such a case, start CaptureOnTouch again.

#### **Restarting CaptureOnTouch**

Press any job button on the scanner to restart CaptureOnTouch. CaptureOnTouch starts and the main screen appears.



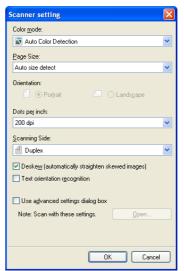
- CaptureOnTouch resides on the system when it starts, and the CaptureOnTouch icon appears on the taskbar (menu bar).
- In Windows, you can also restart from the Windows Start menu. Click [Start], point to [Programs] (or [All Programs]), point to [Canon DR-2510C] (or [Canon DR-2010C]), and then click [CaptureOnTouch].

### **3. Scanner Settings**

Configure various scan settings such as the scanning method and document size (collectively referred to as "scanner settings").

[Scan First] and [Select Scan Job] share the same scanner setting items.

#### For [Scan First]



When using [Scan First], you configure scanner settings before scanning begins.

#### For [Select Scan Job]

tput settings Scanner setting Button assignment	
olor <u>m</u> ode:	
🔊 Auto Color Detection	~
age Size:	
Auto size detect	~
Irientation:	
🗋 💿 Portrait 🖉 🔿 Landsgape	
lots per inch:	
200 dpi	~
canning Side:	
Duplex	*
Deske <u>w</u> (automatically straighten skewed images)	
Text orientation recognition	
Use advanced settings dialog box	
Note: Scan with these settings.	

When using [Select Scan Job], you configure scanner settings for each job.

# 

- Scanner settings include the basic settings found in the [Scanner setting] dialog box (or [Scanner setting] tab) and the advanced settings found in the driver settings screen. Setting configurations from the driver settings screen are used for all settings not found in the basic settings.
- For details on setting items, refer to the Help.

#### **Basic Scanner Settings**

Configure the basic setting items for the scanner.

Configurations from the driver settings screen are used for setting items that are not included in the basic setting items.

#### [Color mode]

Select from the following modes for scanning documents.

#### [Auto Color Detection]

Automatically detects whether a document is color or black and white, and scans.

#### [24-bit Color]

Scans the document in color.

#### [Grayscale]

Scans the document in grayscale.

#### [Black and White]

Scans the documents in black and white (binary).

#### [Page Size]

Specify the page size of documents. When [Auto size detect] is specified, the scanner detects the page size of the document, and the image is saved in the detected size.

#### [Orientation]

Specify the orientation in which documents are fed into the scanner (vertical or horizontal).

This setting can only be configured when a page size that can be fed horizontally through the scanner is selected for [Page Size]. The driver settings are used for the density threshold at which blank pages are skipped.

#### [Dots per inch]

Specify the scanning resolution.

#### [Scanning Side]

Specify whether to scan only one side of a document or both sides. If you select [Skip blank page] and a blank page is detected within the document while scanning, the blank page will be skipped.

#### [Deskew]

When a document is scanned at an angle, the slant is detected and straightened in the scanned image.

#### [Text orientation recognition]

The orientation of text in scanned images is detected, and the images are rotated to match the orientation of the text.

#### [Use advanced settings dialog box]

Scanner settings other than the basic settings are configured in the driver settings screen. To open the driver settings screen, select the [Use advanced settings dialog box] check box and click the [Open] button.

for gode	Basic Brightness Image pr	ocessing Others	
Auto Color Detection	User Preference :		~
ge Gize: Ao zize detect		Save Dek	
	Mode:	Auto Color Detection	~
ntetion: Postpak  CLandigape		Sgtin	g.,
	Rege Size :	Auto-detection	Y
pig inch: doi	Doto peg inch :	200 dpi	~
	Scanning Side :	Duples	~
ning Side Duplex		Segúr	
eskey (automatically straighten skewed images)		✓ Deskeer	
ext orientation recognition	Mgire Reduction :	Nore	Y
ise advanced settings dialog box	Scarning Option :	Scan Alread	~
te: Scan with these settings	-	Area. Abo	t.
		K Cancel Delauk	Help

For details on setting items, refer to the Help in the driver settings screen.

The basic setting items found in the driver settings screen are the same as those in the [Scanner setting] dialog box, but the configurations for each setting are stored separately. The setting configurations that are used during scanning are determined by the [Use advanced settings dialog box] check box setting as follows.

[Use advanced settings dialog box] setting	Basic setting items	Other setting items
Clear	Configurations from the [Scanner setting] dialog box are used.	Configurations from the driver settings screen are used.
Selected	Configurations from the are used.	e driver settings screen

### 4. Output Method Settings

CaptureOnTouch provides four output methods for processing scanned images. [Scan First] and [Select Scan Job] share the same output method settings.

📕 Back 🛑 Previous Page 🛛 Next Page

#### For [Scan First]

Contents

When using [Scan First], select an output method in the [Output method] screen that appears after scanning, and then configure the settings for the selected method.

#### For [Select Scan Job]

When using [Select Scan Job], configure an output method for each job.

The output settings that appear differ depending on the output method selected.

#### [Save to folder]

Output settings	Scanner setting	Button assignment	
File name:			
20090521133	227		
		File name s	ettings
File type:			
🔁 PDF			~
		Dețail Sett	ngs
Save in folder: Savg to My	Pictures folder		
		Browse	

Save scanned images to a specified folder. When this method is selected, you must configure settings for the image file to be saved.

#### [Attach to E-mail]

Microsoft Office Document Imake Writer Select printer Ptgpenty Page layogit Print image according to paper size	Select printer Ptoperty Page layout:	
Page layout:	Ptoperty	friter
Paga layout:	Paga layout:	Select printer
		Property
Frint mage according to paper size	Prinit image according to paper size	

Start an e-mail application and attach scanned images to a new e-mail. When this method is selected, you must configure settings for the image file to be attached.

To use this function, you must specify the e-mail application that you want to use as the default application for your operating system. The following are examples of typical applications that are supported.

Windows: Windows Mail and Outlook Express (both OS standard applications), MAPIcompatible (Microsoft Messaging Application Programming Interface) email applications

Mac OS X: Mail (OS standard application), Microsoft Entourage 2004 for Mac



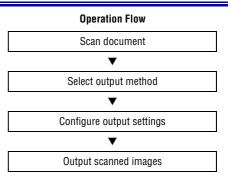
2

#### [[Print]

20090521133227	
	File name settings
ile type: 🔁 PDF	
PUF	Detail Settings
	a significant significant

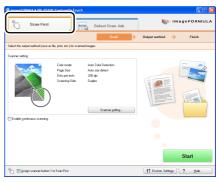
Print scanned images to a specified printer. When this method is selected, you must specify the printer to which images will be printed.

### 5. Scan First



Place the document in the scanner.

#### Click the [Scan First] tab.



The main screen for [Scan First] appears.

#### [Send to application]

	ocumenteering	Button assignment
Application:		
		Brgwse
ile name:		
20090521133	227	
		File name settings
file type:		
TR NAPPLE		~
2101		Detail Settings
Save in folder:		Dejai Seturigs
Sav <u>e</u> to My	Pictures folder	
		-
		Browse

Open scanned images with a specified application. When this method is selected, you must click the [Browse] button and specify the executable file for an application that can open the image file. In addition, configure settings for the image file to be saved.

#### When Using PaperPort (only for Windows)

- The PaperPort application supplied with this unit uses the [Documents] folder by default. When sending the image file to PaperPort and specifying the save destination, be sure to specify the [Documents] folder or a folder within the [Documents] folder. Specifying any other folder may result in an error.
- If you want to specify a folder other than the [Documents] folder, use [Folder Manager] in PaperPort to register that folder beforehand.
- In Windows Vista, the documents folder and pictures folder are located on the same level in the folder hierarchy. As a result, be sure to register the pictures folder using [Folder Manager] in PaperPort if you want to specify that folder.

3

Click [Scanner setting] to display the [Scanner setting] dialog box, and configure the scanner settings.



For details on scanner setting items, refer to the Help. When you are finished configuring, click the [OK] button to close the [Scanner setting] dialog box.



To scan multiple documents as a single image file or scan several documents in batches, select the [Enable continuous scanning] check box.



#### Click the [Start] button.



The document is scanned. While scanning is in progress, the number of pages scanned is displayed in addition to the scanner settings.

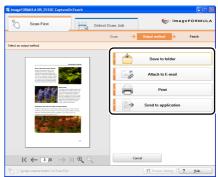
When scanning is finished, the [Output method] screen appears in the main window.

## 

4

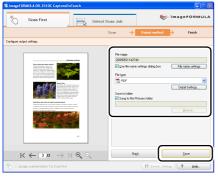
If the [Enable continuous scanning] check box was selected, a message asking whether to continue scanning another document appears when the initial scan is finished. Load the next document into the scanner, and click the [Continue scanning] button. Click the [Continue to next step] button to go the [Output method] screen.

#### Specify the output method.



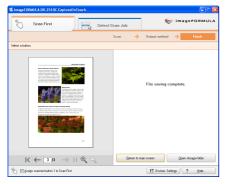
6

Configure settings for the output method, and click the output button to output the scanned images.



The name of the output button differs depending on the selected output method. If you select [Save to folder] for the output method, for example, the output button appears as [Save].

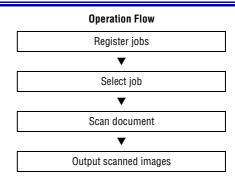
The completion screen appears after the scanned images are output. This completes [Scan First] scanning.





- Click [Return to main screen] to return to the main screen of [Scan First].
- If [Save to folder] is selected for the output method and you click [Open storage folder], the folder in which the scanned image files are stored will open.

### 6. Select Scan Job



#### **Registering/Editing Jobs**

In CaptureOnTouch, you can register up to 10 jobs for use with [Select Scan Job].

#### Click the [Select Scan Job] tab.



The main screen for [Select Scan Job] appears.



#### Click the [Register new job] button.

Sec.	Scan First		B	Select :	Scan Job		🤝 ima	geFORMULA
\$1		Jeb rei	ection	l <del>&gt;</del>	Scan	→ Output cor	dimation 🔶	Einish
lect job and	d prezz Stat button.							
b jut:					Job details			
Output m.	Job title			Button	<u>م</u>	Color node:	24-bit Color	
2	Gray PD F			Þ		Page Size: Dots per inch:	Auto size detect 301 dei	
9	E-real Color PDF			0		Scanning Side:	Juli opi Duplex	
۵	Color PDF							
								dvanced display 😵
					Confirm g	uput enfracue scatering		

The [Register new job] dialog box appears.



If you select a registered job and click [Job list/edit], the [Job editing] dialog box appears allowing you to edit the settings of the selected job.

- Configure the job settings.
  - ① Select an [Unconfigured] job number from the job list. If you select a job that is already registered, the title bar display changes to [Job editing].
  - (2) Enter the job name.
  - ③ Specify the output method.
  - ④ Configure the job settings.



Job settings are configured in the following three tabs.

#### [Output settings] tab

Configure settings for the output method. The items that appear in this tab differ depending on the [Output method] selected.

	Scanner setting	Button assignment	
File name:			
20090521143	744		
		File name a	ettings
ile type:			
🟂 PDF			
		Dejail Setti	nas
	Pictures folder		
	Pictures folder	Browse	
Save in folder: ▼ Savg to My	Pictures folder	Erowse	

#### [Scanner setting] tab Configure scan conditions.

Jutput settings	Scanner setting	Button assignment	
Color mode:			
📓 Auto Colo	r Detection		*
Page Size:			
Auto size dete	sct		
Orientation			
🗍 💿 Pi	otrait (	Landsgape	
Dots per inch:			
200 dpi			•
Scanning Side	c		
Duplex			
Deskew (a	utomatically straigh	iten skewed images)	
	ation recognition	,	
	and in goog more		
	ood aattiaaa dialaa	box	
🔲 Use advan			

#### [Button assignment] tab

Configure settings to assign the job to a job button on the scanner. If [Assign scanner button 1 to Scan First] is selected in the main screen, assignment to job button 1 is not available.

Output settings	Scanner setting	Button assignment	
Select button to	assign.		
00			
00			
0			
O not as:	sign button.		



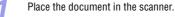
#### Click the [OK] button.

b jist				Job details
Output	Job title	No.	Button	No.04
2	Gray PDF	01	0	Job tile:
ŝ	E-mail Color PDF	02	ō	
	Color PD F	03	6	Output method:
	Unconfigured	04	<u> </u>	📩 Save at file 💌
	Unconfigured	16		Output rettings Scanner setting Button assignment
		06		File name: 20090521143744
	Unconfigured			File name settings
	Unconfigured	07		
	Unconfigured	08		File type:
	Unconfigured	09		🔁 POF 💌
	-			Detail Settings
	Unconfigured	10		Save in folder: Save to My Pictures folder
				Browner,
				OK Cancel Acoly

The job is registered according to the configured settings and appears in the job list.

To confirm the settings of a registered job or to change the settings, click the [Job list/edit] button.

#### **Selecting Scan Jobs**



#### Click the [Select Scan Job] tab.



The main screen for [Select Scan Job] appears.

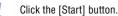
#### Click a job in the [Job list].

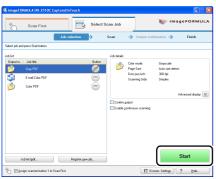


3



- If the [Confirm output] check box is selected, you can confirm output settings after scanning.
- If the [Enable continuous scanning] check box is selected, you can continue scanning after all the pages of a document are scanned.





The document is scanned. While scanning is in progress, the number of pages scanned is displayed in addition to the scanner settings. When all the pages of the document are scanned, the scanned images are output according to the registered job settings, and the completion screen appears.

h	Scan First	ect Scan Job	JL.
	Job relection $\rightarrow$	Scan -> Output confirmation -> Finish	
t a button.			
Г			
	Patheningung visionis and any milit Terre vis man fan skinnskaper. Visio prime kolestelet "street man visionis en angele angele angele angele angele angele angele angele street in the based street angele angele angele angele angele angele angele terre visionis angele angele angele angele angele angele angele angele angele angele terre visionis angele ang angele angele ang		
	Provide a section of the first and and Dispace of the design of the section of the first section of the first section of the first section of the section	File saving complete.	
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	Note one at a lowest one (applying of and a second at the low		
	Records accesses will be available. Note a part, the two manipulations in the language and the definition is trap the second second second second		
_			
K	$\leftarrow \blacksquare \blacksquare \rightarrow > \ominus \odot \bigcirc$	Betum to main screen Dpen storage folder	

NOTE

- Click [Return to main screen] to return to the main screen of [Select Scan Job].
- If [Save to folder] is selected for the output method and you click [Open storage folder], the folder in which the scanned image files are stored will open.

#### If the [Enable continuous scanning] check box was selected

When all the pages of a document are scanned, the confirmation screen to continue appears. If you want to continue scanning another document, load the document into the scanner and click the [Continue scanning] button. If you are finished scanning documents, click the [Continue to next step] button.

#### If the [Confirm output] check box was selected

The output confirmation screen appears before the scanned images are output. Change output method settings as necessary, and click the output button. The name of the output button differs depending on the selected output method.

### 7. Scanning with the Job Buttons

Under default settings, [Scan First] and [Select Scan Job] are pre-assigned to the three job buttons on the scanner.



,	Job butt	on
	0	Select Scan Job (Windows: Color PDF, Mac OS X: Color JPEG iPhoto)
	١	Select Scan Job (E-mail Color PDF)
		Scan First

When you load a document in the scanner and press a job button, CaptureOnTouch launches and scanning begins.

# 

- If the [Assign scanner button 1 to Scan First] check box is disabled in the main screen, [Gray PDF] is assigned to job button 1 under default settings.
- When you start [Select Scan Job] using a job button, the document is scanned according to the settings for the assigned job, and the scanned image is output. CaptureOnTouch closes automatically 5 seconds after output processing is finished.

### 8. Environmental Settings

To configure environmental settings for CaptureOnTouch, click the [Environ. Settings] button in the main screen and open the [Environmental settings] dialog box.

😵 imageFORMULA DR-2510	C CaptureOnTouch	
🐑 Scan First	Select Scan Job	😻 imageFORMULA
	Scan 🔶	Output method 🔶 Finish
Select the output method (save as	file, print, etc.) for scanned images.	
Scanner setting:		
Enable gentimous scarring	Color mode: Auto Color Detection Page Sincific Auto size detect Door Sincific Auto size detect Scanning Side: Singlex Scanning Side: Singlex	
		Start
S ✓ Assign scanner button 1	to Scan First	( YT Erwinn Settings ) ? Help

The [Environmental settings] dialog box is composed of the [Basic settings] tab and [E-mail settings] tab.

The following sections describe the settings on each tab.

#### [Basic settings] Tab

The [Basic settings] tab allows you to configure the following settings.

Environmental settings
Basic settings E-mail settings
Launch method
Launch CaptureOnTouch when scanner is connected
Task tray icon
Back Up / Restore
Back Up
OK Cancel

#### [Launch method]

When the [Launch CaptureOnTouch when scanner is connected] check box is selected, CaptureOnTouch will start when Windows detects that the scanner is connected.

#### [Task tray icon]

When the [Display icon in task tray when logged on] check box is cleared, (CaptureOnTouch icon) will not appear on the taskbar.

#### [Back Up] / [Restore]

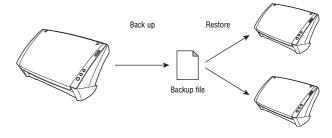
Use the [Back Up] button or [Restore] button to create backup files for CaptureOnTouch configurations (including settings, registered jobs, etc.), or restore configurations from previously backed up data.

#### [Back Up] button

Creates a backup file (\*.reg) of CaptureOnTouch configuration data.You can retain the initial settings of CaptureOnTouch by performing backup before you begin using CaptureOnTouch.

#### [Restore] button

Restore configurations from previously backed up registry files. When using multiple scanners, you can back up the environmental settings on one scanner, and restore those settings on another scanner to copy the settings.



#### [E-mail settings] Tab

The [E-mail settings] tab allows you to set the size limit for image files that can be attached to e-mails.

Environmental settings	$\mathbf{X}$
Basic settings E-mail settings	
Magimum size of attached 5 💭 MB (1 - 99) file:	
☑ Display confirmation message if file size exceeds the above	
OK Cancel	

#### [Maximum size of attached file]

If the [Display confirmation message if file size exceeds the above] check box is selected and an attached file exceeds the size limit, a confirmation message will appear.

- When using [Scan First], the confirmation message will appear after the entire document is scanned.
- When using [Select Scan Job], the confirmation message will appear if the file size exceeds the set limit during scanning.

Confirm	ation 🛛
2	Size of attached file has exceeded the limit. Continue scanning?
	Yes <u>N</u> o

### **Chapter 5 Other Scanning Methods**

1. Scanning with CapturePerfect 3.0	. 49
2. Basic Scanning Procedure	. 50
3. Using the Scan Panel	. 55
4. Special Scanning	. 56

### 1. Scanning with CapturePerfect 3.0

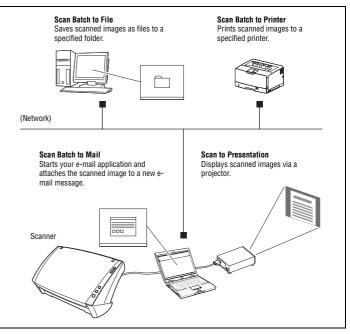
CapturePerfect 3.0 is an ISIS-compliant application developed for Canon document scanners. For more information on CapturePerfect 3.0, refer to the CapturePerfect 3.0 Operation Guide.

) NO
 , 110

CapturePerfect 3.0 is a Windows-only application.

#### Scanning with CapturePerfect

The following scanning methods are available for selection from the [Scan] menu in CapturePerfect 3.0.



1

#### Scan Batch to File

Documents are scanned with preset scanning conditions, and the scanned image data is saved to a specified folder.

#### Scan Batch to Printer

Documents are scanned with preset scanning conditions, and the scanned image data is printed to a specified printer.

#### Scan Batch to Mail

Documents are scanned with preset scanning conditions, and a MAPI-compliant email client is started to generate a new e-mail message with the scanned images as attachments.

#### Scan Page

Only one page of the document is scanned.

#### Scan Job

The scanning conditions and scan mode (Scan Batch to File, Scan Batch to Printer, or Scan Batch to Mail) are registered in advance as a job. The scan job can then be executed by selecting the registered job from the drop-down list (①), and then clicking (Scan Job) on the toolbar (②).



A total of 99 jobs can be registered, including the following two preregistered scan jobs:

Color Document

Scans the document in 24-bit color, simplex mode, and 300 dpi resolution, and saves the image as a PDF file in the [My Pictures] folder.

Binary Document

Scans the document in black-and-white, simplex mode, and 200 dpi resolution, and saves the image as a PDF file in the [My Pictures] folder.

### 2. Basic Scanning Procedure

This section describes how to start CapturePerfect 3.0, select the scanner, and scan documents.

From the Windows task bar, click [Start]  $\rightarrow$  point to [All Programs]  $\rightarrow$ 

The Scan Batch to File function is used here as an example.

[CapturePerfect 3.0]  $\rightarrow$  click [CapturePerfect 3.0].

For details, see the *CapturePerfect 3.0 Operation Guide* and CapturePerfect Online Help.

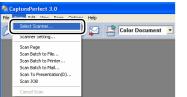


#### CapturePerfect 3.0 starts.





From the [Scan] menu, select [Select Scanner].



The [Select Scanner] dialog box appears.

3

Select your scanner name  $\rightarrow$  click [OK].



The [Configure Device Setlings] dialog box appears.

# NOTE

If your scanner name is not displayed in the list of scanners, re-install the scanner driver (See "Installing the Software," on p. 13.).



Select the default page size from the drop-down list.





Clicking [Default] in the properties dialog box for the ISIS driver causes the setting configured here to be applied.

- Click [OK] to finish Scanner Selection.
- 6 From th

Contents

5

From the [Scan] menu, select [Scan Batch to File].



The [Scan Batch to File Setting] dialog box appears.

Click [Scanner Setting], and configure the scanner settings.

Scan Batch to File Setting	? 🛛
Save jn: 📋 My Documents	- 🕂 🔁 🚽 -
My Music My Pictures My Web Sites	
File pame:	Save
Save as type: TIFF File (".til)	▼ Cancel
	Details of File Settings
	JPEG compression
Type of <u>b</u> atch separation :	None
Scanner Setting	Sganner Setting
Save Rotated Image	Hotation Settings
Save As Two Images	Divide Settings
MultiPage Settings : Single Page	Page Number : 2 Soberna Settings

The properties dialog box for the scanner driver appears.

Properties for Canon DR-2510C on STI - 0000				
Basic Brightness Image processin	g Others			
User Preference :				
	Save	Delete		
Mode :	Black and White	•		
		Setting		
Page Size :	Letter - 8.5 x 11 in	•		
Dots per inch :	300 dpi	•		
Scanning Side :	Simplex	•		
		Setting		
	□ Deske <u>w</u>			
Moire Reduction :	None	•		
	Area	About		
0K	Cancel <u>C</u>	efault <u>H</u> elp		

Configure the scanning conditions.

Specify the file name and format for the image file to be saved. For details on other settings in the [Scan Batch to File Setting] dialog box, see the CapturePerfect 3.0 Operation Guide.



Place the documents into the scanner, and click [Save] to start scanning.

#### 归 IMPORTANT

Depending on the [Feeding Option] setting of the scanner driver, place your documents as follows:

- When [Feeding Option] is set to [Standard Feeding] When you start a scanning procedure with CapturePerfect, the document placed in the scanner is fed and scanned. When the entire document is scanned, the [Continue Scanning] dialog box appears. When scanning with this feeding option, make sure to place documents in the scanner before starting the scan procedure.
- When [Feeding Option] is set to [Panel Feeding] When you start a scanning procedure with CapturePerfect, scanning will not begin until you operate the Scan Panel. Place the document in the scanner, and operate the Scan Panel (See p.?) to feed the document and begin

scanning. If you stop a scanning procedure in progress from the Scan Panel, the [Continue Scanning] dialog box appears.

🖌 Back 🖛 Previous Page Next Page 📫

When [Feeding Option] is set to [Automatic Feeding] Documents are fed whenever the sensor in the document feed tray detects documents. When you start a scanning procedure with CapturePerfect and a document is placed in the scanner, scanning begins. When the entire document is scanned, the scanner enters standby and automatically begins feeding when the next document is placed. When you are finished scanning and stop the scanning procedure from the Scan Panel, the [Continue Scanning] dialog box appears.

Batch Separating <u>Typ</u> e :	None
Scanner Setting	Scanner Setting
Save Rotated Image	<u>R</u> otation Settings
Save As T <u>w</u> o Images	Digide Settings
MultiPage Settings : Multi Page(All Pages)	Page Number : 2

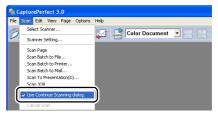
1

Contents

When the [Continue Scanning] dialog box appears, check whether a document is placed, and click [Continue Scanning] or [Stop Scanning].



If [Use Continue Scanning dialog] is not selected in the [Scan] menu, scanning finishes without displaying the [Continue Scanning] dialog box.





When scanning is complete, select [Exit] from the [File] menu to quit CapturePerfect.



#### **Registering Scan Jobs and Scanning**

You can register the scanning conditions and scan mode in advance as a job with CapturePerfect. By selecting [Scan Job] from the [Scan] menu, you can specify these registered jobs and perform scanning.

#### **Registering Scan Jobs**

Perform the following to register jobs.



#### Select [Job] from the [Edit] menu.

The [Register/Edit/Delete] dialog box appears.

No	Title	Function
D1	Color Document	Scan To PC 💛
02	Binary Document	Scan To PC
03		
D4		
05		
06		
07 08		
.99 		
19		
•		
ile Na ïle Ty	ime:C:\Documents and Settings\Par pe:pdf	adise\My Documents\My Pictu
	Create/Edit	Delete

NOTE
NUIE

The following jobs are already registered to job numbers 01 and 02.

Job Number	Job Title	Job Type
01	Color Document	ScanToPC
02	Binary Document	ScanToPC

Select a job number to register ([No.]), and click [Create/Edit]. The [Create/Edit] dialog box appears.

Create/Edit			
03			
<u>J</u> ob Title : <u>F</u> unction :			
Eunction :	Scan To PC		•
		<u>D</u> etail Settings	
	ОК	Cancel	



Enter the job title.



### NOTF

Job titles may consist of up to 64 alphanumeric characters.



#### Specify a function in the [Function] list box.

Create/Edit	
03 Job Title : <u>F</u> unction :	Scan To PC Scan To PC Scan To Pd Scan To Print
	OK Cancel

[Scan To PC]: Saves scanned images to a specified computer.

[Scan To Mail]:

Attaches scanned images to an e-mail message and sends it. [Scan To Print]: Prints scanned images to a specified printer.

#### 5

#### Click [Detail Settings].

A settings dialog box based on the specified function appears. [Scan To PC]:

Specify the file name, format, and destination for the image file to be saved.

Scan Batch to File Setting	? 🗙
Save in: 📋 My Documents	- 🖬 🍅 🖬 -
My Music My Pictures My Web Sites	
File <u>n</u> ame:	Save
Save as type: TIFF File (*.tif)	▼ Cancel
	Details of File Settings
	JPEG compression
Type of batch separation :	None
Scanner Setting	Scanner Setting
🔲 Save Rot <u>a</u> ted Image	<u>R</u> otation Settings
🔲 Save As T <u>w</u> o Images	Di <u>v</u> ide Settings
MultiPage Settings : Single Page	Page Number: 2 Schema Settings

#### [Scan To Mail]:

Specify the file name and format for the image file to be attached to the e-mail message.

Scan Batch to Mail Setting	×
File <u>N</u> ame : File <u>T</u> ype :	lif 💌
	Details of File Settings
	JPEG compression
Scanner Setting	Scanner Setting
Save Rotated Image	<u>B</u> otation Settings
🔲 Save As T <u>w</u> o Images	Divide Settings
MultiPage Settings : Single Page	Page Number: 2
	Schema Settings
	OK Cancel

#### [Scan To Print]:

Specify the printer to which images will be printed.

Scan Batch to Print Setting		K
Printer :	Printer	
	Printer Settings	
Scanner Setting	Scanner Setting	
(OK	Cancel	

**NOTE** 

The [Details of File Settings] and [JPEG compression] buttons appear in the [Scan Batch to File Setting] and [Scan Batch to Mail Setting] dialog boxes. These buttons are enabled when [Save as type] is set to a format other than [BMP File (\*.bmp)], and you can use them to configure file format settings for each job.

Click [OK] ([Save] for [Scan To PC]) to close the settings dialog box. The registered settings appear in the [Register/Edit/Delete] dialog box.



Click [OK] to close the [Register/Edit/Delete] dialog box.

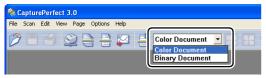
### NOTE

- You can register up to 99 jobs.
- To edit the settings of a registered job, select the job and click [Create/Edit].
- To delete a registered job, select the job to delete and click [Delete].

#### **Executing Scan Jobs**



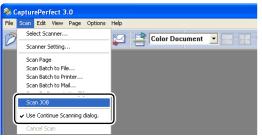
Select a job title from the list box in the job registration toolbar.



Place the documents into the scanner. For details on placing documents, see "Placing Documents"' on p. 24.

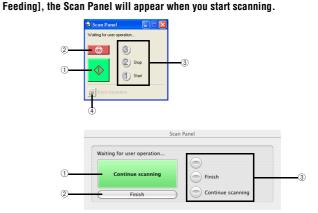
3

#### Select [Scan Job] from the [Scan] menu.



Scanning begins according to the registered job settings.

### 3. Using the Scan Panel



If Feeding Option in the scan settings is set to [Panel-Feeding] or [Automatic

The Scan Panel has the following functions.

#### ${f O}$ Start button (Continue scanning)

If Feeding Option is set to [Panel-Feeding], clicking this button starts scanning.

Stop button (Finish) Stops scanning.

#### 3 Job display

When the Start and Stop functions are assigned to the job buttons, [Start] ([Continue scanning]) and [Stop] ([Finish] button) are shown here. If nothing is shown on the job display, the Start and Stop functions are not assigned to the job buttons. In this case, you should use the Start and Stop buttons on the Scan Panel.

#### 

After selecting [Panel] as the batch separation setting on the [Others] tab, if you enable batch separation from the application and start scanning, this button becomes active when scanning of the current document completes, and scanning stops. When clicked, this button depresses and remains depressed while scanning with batch separation continues, until scanning of the current document completes, and scanning stops. The button then returns to normal.



# NOTE

When you open the scanner driver in Windows, the Scan Panel icon appears on the taskbar. You can open the Scan Panel by double-clicking the icon.



### 4. Special Scanning

This section describes examples of settings that can be specified when scanning with the scanner. For more information, see Chapter 6, "Scanner Driver Settings," or the Online Help.

#### Enhancing the Text of a Document

You can set the scanning conditions to enhance the text of documents with dark backgrounds or documents with a light uniform background and low-contrast text. Set [Mode] on the scanner driver settings screen to [Advanced Text Enhancement] (only for Windows) or [Advanced Text Enhancement II].

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Scan Mode Settings."



**Document to Scan** 

Text Enhancement

#### Scanning Documents That Include Both Color and Black-and-White Pages

You can set the scanning conditions to detect whether the document to scan is in color or black and white, and save it as a color image or black and white image accordingly.

Set [Mode] on the scanner driver settings screen to [Auto Color Detection]. For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Auto Color Detection."

#### Scanning Different Sized Documents Together

You can set the scanning conditions to scan different sized documents, such as LTR and LGL (A4 and B5) documents, together, while detecting the correct size of the document.

Set [Mode] on the scanner driver Settings screen to [Advanced Text Enhancement] (only for Windows) or [Advanced Text Enhancement II].

For more information on setting the scanning conditions, see Chapter 2, "Using the Scanner - Scanning Different Sized Documents," in the *Reference Guide*.





Auto Page Size Detection

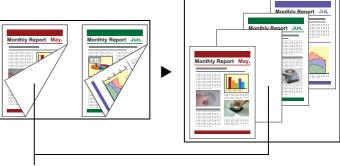


When scanning multiple documents of different sizes, place the documents so that they cover the entire span of the feed rollers.

#### Skipping Blank Pages

You can set the scanning conditions to determine whether a scanned image is a blank page, and skip saving the image if so.

Set [Scanning Side] on the scanner driver settings screen to [Skip blank page]. For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Scanning Side Settings."



This blank page will be skipped

#### Scanning (Single-Sided) 11" X 17"/A3 Documents

You can set the scanning conditions to scan both sides of an 11" X 17"/A3 document folded in half to be combined as a single image. Set [Scanning Side] on the scanner driver settings screen to [Folio]. For more information on setting the scanning conditions, see "Placing Folded Documents" (p. 27) and Chapter 6, "Scanner Driver Settings - Scanning Side Settings."

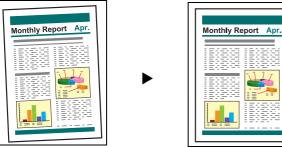
Contents

#### **Deskewing Documents**

You can set the scanning conditions to detect slanted document pages and straighten the scanned images.

Select the [Deskew] check box on the scanner driver settings screen.

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Correcting Image Skewing."



**Deskew Off** 



Deskew On

#### Moire Reduction

You can set the scanning conditions to reduce the moire effect (a shimmering, wavy pattern) that often appears when scanning color documents or scanning in gravscale.

Set [Moiré Reduction] on the scanner driver settings screen to [High Quality Moiré Reduction1.

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Moire Reduction."

#### **Correcting the Text Orientation of Documents**

You can set the scanning conditions to detect the text orientation in scanned images, and rotate the images in 90° increments as needed to normalize the orientation.

Select the [Text Orientation Recognition] check box on the scanner driver settings screen.

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Correcting Text Orientation."

#### **Reducing Bleed Through for Thin Documents and Documents with Dark Reverse Sides**

You can set the scanning conditions to reduce bleed through when scanning thin document pages and those with dark content on the back side, or to remove the background from document images.

Select the [Prevent Bleed Through / Remove Background] check box on the scanner driver settings screen.

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Removing the Document Background/Bleeding."

#### Deleting Borders and Ruled Lines of a Specified Color (Red/Green/Blue)

You can set the scanning conditions to omit borders and ruled lines of a specified color (red, green, or blue) from the scanned image. However, this function is only available when scanning in black-and-white.

Change the [Color drop-out] setting on the scanner driver settings screen to the color that should be ignored.

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Omitting a Specific Color."



#### Enhancing the Red color for Black-and-White Scanning

You can set the scanning conditions to enhance the red color when performing black and white scanning.

Set the [Color drop-out] setting on the scanner driver settings screen to [Red Enhance].

For more information on setting the scanning conditions, see Chapter 6, "Scanner Driver Settings - Enhancing the Red Color."

#### **Creating Smaller Files**

You can set the scanning conditions to save the scanned image as a PDF file with a high compression rate, so that the file size is smaller.

Select the [PDF] file format in the output settings, and set [Compression mode] to [High Compression] in the [Detail Settings]. You can also select the [JPEG] file format, and set a high compression ratio in the [Detail Settings].

#### Saving the Text Data of Documents as Search Keywords

You can set the scanning conditions to convert the text information of a document into text data when creating a PDF file, to be used when searching the text on a computer.

Select the [PDF] file format in the output settings, and select the [Add OCR information] check box in the [Detail Settings].

#### Specifying Security Settings for PDF Files (Windows only)

You can specify security settings to restrict the viewing, printing, and editing of PDF files created with CapturePerfect 3.0.

For more information on specifying security settings, see the *CapturePerfect3.0 Operation Guide.* 

1

### **Chapter 6 Scanner Driver Settings**

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### **1. Before Using the Scanner**

To use the scanner with an ISIS-compliant application (only for Windows) or TWAIN-compliant application, the scanner must first be selected as the scanner to be used.

#### Scanner selection under Windows

This section describes how to select the scanner using CapturePerfect 3.0.

From the Windows task bar, click [Start]  $\rightarrow$  point to [All Programs]  $\rightarrow$  [CapturePerfect 3.0]  $\rightarrow$  click [CapturePerfect 3.0].



#### From the [Scan] menu, select [Select Scanner].

	Scan Edit View Page Option	Help	
	Select Scanner	KA 🖻	Color Document
1	Scanner Setting	- 😂 📑	color Document
l	Scan Page		
l	Scan Batch to File		
	Scan Batch to Printer		
L	Scan Batch to Mail		
	Scan To Presentation(D)		
	Scan JOB		

1

3

Select [Canon DR-2510C] or [Canon DR-2010C]  $\rightarrow$  click [OK].

Select Scanner		
ScannerName :		0K
CANON DR-2510C	<u> </u>	Cancel
		Settings

## NOTF

If [Canon DR-2510C] or [Canon DR-2010C] is not displayed in the list of scanners, reinstall the ISIS/TWAIN driver. (See "Installing the Software," on p. 13)



3

Select the default page size from the drop-down list  $\rightarrow$  click [OK].

Configure Device Settings		
Selected Device :		OK
Canon DR-2510C on STI - 0000		Cancel
Default Page Size :		
Letter - 8.5 x 11 in	•	About

## NOTE

- The [Configure Device Settings] dialog box is displayed only when you select [Canon DR-2510C] or [Canon DR-2010C] for the first time and click [OK], or when you click [Setup] for [Scanner Selection].
- The settings here are applied when you click the [Default] button on the ISIS driver properties dialog box.
- For a TWAIN driver, the default value is set to "LTR" and cannot be changed. ۲



From the [Scan] menu, select [Scanner Setting].

The ISIS/TWAIN driver properties dialog box is displayed.

#### Scanner selection under Mac OS X

As an example, the following explanation describes the procedure when using Image Capture, a standard-installed application for Mac OS X.

#### Start Image Capture.

To start Image Capture, click the hard disk icon (e.g. [Macintosh HD]), the [Applications] folder, and then the [Image Capture] icon.

Click [Browse Devices] in the [Devices] menu.

🧯 Image Capture	File	Edit	View	Devices	Window	Help
				Browse	Devices	₩B
				Canon	DR-2510N	TWAIN

Select the scanner you want to use, and select the [Use TWAIN software] check box.

0 \varTheta 🖯	Image Captu	ire Devices	
Name Network device ▶Remote Image C ▼TWAIN devices	apture devices		Connected
Canon DR-25	10M TWAIN		Yes
🗹 Use TWAIN softw	vare	Cancel	) <b>Ок</b>



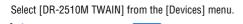
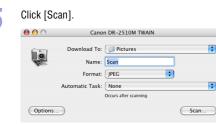


image Capture File Edit View Devices Window Help Browse Devices... 34B Canon DR-2510M TWAIN



The Scanner driver settings screen appears.

### 2. Scan driver settings

This section describes the various settings that can be made from the scanner driver settings screen.

#### Scanner driver settings screen under Windows

The ISIS/TWAIN driver properties dialog box is displayed when you select [Scanner Setting] on the [Scan] menu of CapturePerfect 3.0.

It consists of four tabs: the [Basic] tab, [Brightness] tab, [Image processing] tab, and [Others] tab.

Specify the settings on each tab as necessary to set the scanning conditions. For details on each setting, also refer to the Help.

Basic Brightness Image proc	essing Others	
User Preference :		
	Save	) elete
Mode:	Black and White	
	Sj	etting
Page Size :	Letter - 8.5 x 11 in	
Dots peg inch :	300 dpi	
Scanning Side :	Simplex	
	S	sting
	☐ Deske <u>w</u>	
Mgire Reduction :	None	
	Area A	bout
ОК	Cancel Default	Не

#### [OK] button

Confirms the settings and closes the dialog box.

#### [Scan] button

For a TWAIN compatible application that can perform scanning from the properties dialog box, the [Scan] button is displayed instead of the [OK] button. Press the [Scan] button to scan with the displayed settings.

#### [Cancel] button

Cancels the settings and closes the dialog box.

#### [Default] button

Returns the settings to their default values.

#### [Help] button

Displays Help for the currently open tab or dialog box.



If you are using a TWAIN driver, the two extra settings below are displayed on the [Basic] tab and [Image processing] tab. Refer to the Help for details.

- -[Basic] tab: Scan options
- -[Image processing]: Black/white reversion

#### Scanner driver settings screen under Mac OS X

The Scanner driver settings screen under Max OS X has a Simple Mode and an Advanced Mode. (In the default condition after installation of the scanner driver, the screen will open in Simple Mode.) You can switch between modes by clicking the tabs at the top of the properties screen.

	Simple N	lode		Advanc	ed Mode
00	Properties for DI	R-2510M	00	Properties f	or DR-2510M
	Simple Mode Adv	anced Mode	S	Simple Mode	Advanced Mode
1 ·· s	ican Settings		Favorite Set	ttings	User defined
N	Aode :	Black and W	Basic Settin	gs	
r	Dots per inch :	300 dpi	Mode :		Black and White
			Dots per in	nch :	300 dpi
• ··· P	age Size :	Letter - 8.5 🛟	Page Size :		Letter - 8.5 x 11 i
• ··· s	canning Side :	Simplex	Scanning S	ide :	Simplex
6	Deskew		Scanning C	Option :	Standard
2 · · ·	Double Feed Detect Perform Scan Check the imag			ientation Reco Feed Detection	
			Brightness/	Contrast	
			Brightness Contrast :	Darken : 米 — Low	Lighte
			Image pr	rocessing	Gamma Settings
			M	ore	Default
			Check th	ne image of the	e first page
				Start s	canning
0 ?			0 ?	Juito	

#### d Mad

- If you switch modes, any settings configured up to that point will be discarded. ۰
- If the TWAIN driver settings screen is called from CaptureOnTouch, the screen is always in Advanced Mode. You cannot switch to Simple Mode.

1

#### Scan Mode Settings

This section describes the procedure for setting the scan mode to suit your needs.

#### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$  select the scanning mode from the [Mode] drop-down list.

Properties for Canon DR-25	110C on STI - 0000 🛛 🛛 🔯
Basic Brightness I Image proc	essing Others
User Preference :	•
	Save Delete
Mode :	Black and White
Page Size :	Black and White Error Diffusion Advanced Text Enhancement Advanced Text Enhancement II
Dots per inch :	256-level Gray 24-bit Color Auto Color Detection
Scanning Side :	Simplex
	Setting
	T Deskew
Moire Reduction :	None
	Area About
0K	Cancel Default Help

#### Under Mac OS X

Select a suitable setting for [Mode]. (This is the same in Simple Mode and Advanced Mode.)





You can select the following modes, according to the type of document you
want to scan. Note that some functions may be restricted, depending on the
mode settings.

#### Black-and-White

[Black and White]

Use this mode to scan text and line drawing documents as black-and-white (binary) images.

- [Error Diffusion] Use this mode to scan documents containing photos as black-and-white (binary) images.
- [Advanced Text Enhancement] (only for Windows)
   Use this mode to scan documents with a dark or non-uniform (pattern) background.
  - · If the background is uniform it is removed where it surrounds the text.
  - If the background is non-uniform, such as a pattern, it is processed to enhance text readability.
- [Advanced Text Enhancement II]

Use this mode to scan documents with a light uniform background and low-contrast text.

- The background in tight spaces around text may not be removed.
- Documents with low-contrast text can be made more readable by adjusting [Contrast] on the [Brightness] tab.
- If the background is non-uniform, such as a pattern, the background remains visible in the scanned image, and text may be hard to read.

#### Grayscale

[256-level Gray]

Scans documents containing photos as grayscale images.

#### Color

[24-bit Color]

Scans documents containing color photos as full-color images.

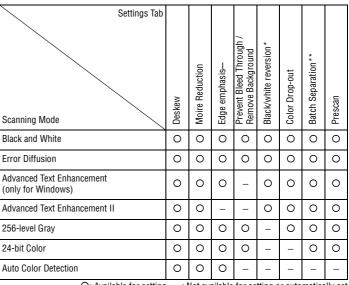
#### Auto Color Detection

[Auto Color Detection]

Whether a document is black-and-white or color is detected before the scanned image is saved.

 When [Auto Color Detection] is enabled, the [Setting] button is enabled for opening the [Auto Color Detection] dialog box, where you can make settings affecting how color documents are scanned, and select which scanning mode to use for black-and-white.

- Depending on the application program, operation may become unstable when [Auto Color Detection] is enabled. In that case, [Auto Color Detection] should be disabled.
- For details, See "Auto Color Detection," on p. 66.
- Depending on the mode setting, other functions may become unavailable, as shown below.



O: Available for setting -: Not available for setting or automatically set

\* Only available if scanner driver was called from TWAIN compatible application under Windows, and under Mac OS X

\*\* Only available if scanner driver was called from ISIS compatible application under Windows

1

#### Auto Color Detection

This section describes the procedure for setting the scanner to automatically detect whether a document is in color or black-and-white when scanning.

#### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$  select [Auto Color Detection] from the [Mode] drop-down list  $\rightarrow$  click [Setting].

Properties for Canon DR-2510	0C on STI - 0000	X
Basic Brightness   Image process	ing Others	
User Preference :		•
	Save Delete	
Mode:	Auto Color Detection	•
	Setting	
Page Size :	Letter - 8.5 x 11 in	
Dots per inch :	300 dpi	-
Scanning Side :	Simplex	•
	Setting	
	E Deskew	
Moire Reduction :	None	•
	Area About	
OK	Cancel Default H	elp

2

Specify the various settings in the [Auto Image Type Detection Settings] dialog box  $\rightarrow$  click [OK].

Auto Image Type D	etecti	ion Set	ing	3					X
Color Seturation :				2					
	Low	<u>`</u> _`		•	•		_	High	
Proportion of Color :				2					
	Low	-j		•	•		_	High	
Mode in case of binary :			81	sck a	and)	white	•		•
			*	à					- <b>\$</b> ; 128
			٠	ò					<b>•</b> 128
				[		0K	_		Cancel

#### Under Mac OS X

Select [Auto Color Detection] for [Mode].

	Simple Mode	Advanced Mode	_
		User defined	;
vorite	Settings	Oser defined	•
asic Set	tings		
Mode :		✓ Black and White	
Dots pe	r inch :	Error Diffusion Advanced Text Enh	:
Page Siz	e:	256-level Grav	an
cannin	g Side :	24-bit Color	
cannin	g Option :	Auto Color Detecti	on.
	ole Feed Detectio	Detect by Ultras	4 ¥
		on	4 ¥
Set S	canning Area ss/Contrast	Detect by Ultras	;
Set S rightne	canning Area ss/Contrast Darken	Detect by Ultras	ľ
Set S	canning Area ss/Contrast Darken ess : ※	Lighten	ľ
Set S rightne Brightne	canning Area ss/Contrast Darken ess : 米 Low	Detect by Ultras	ľ
Set S rightne	canning Area ss/Contrast Darken ess : 米 Low	Lighten	ľ
Set S rightne Brightne Contras	canning Area ss/Contrast Darken ess : ※ Low t : ①	Detect by Ultras	
Set S rightne Brightne Contras	canning Area ss/Contrast Darken ess : * Low t : 0	Detect by Ultras	
Set S rightne Grightne Contras	canning Area ss/Contrast Darken ess : * Low t : • processing	Lighten Kilden Gamma Settings	
Set S rightne Brightne Contras Image	canning Area ss/Contrast Darken ess : *	Lighten Kilden Gamma Settings	



In Advanced Mode, when [Auto Color Detection] is selected for [Mode], various items can be set on the screen.

Color Saturati	on : Simple Mo	6 ' ' ' ' ' ' ' High
Proportion of	Color : Low —	2 - Hour Cotor Peter High
Mode in case	of binary :	Black and White
Brightness :		☆ ☆ 128
Contrast :		Recognition 128
	Double Feed Det	



#### Paper Size Settings

This section describes the procedure for selecting the size for scanning.

The settings you can specify are as follows.

#### - [Color Saturation/Proportion of Color]

Normally scan with the default values (Color Saturation: 2, Proportion of Color: 2), but change the settings when you want to scan a color document as a blackand-white document.

- Color Saturation: change the setting towards "High" when you want to scan a color document with low color saturation as a black-and-white document.
- Proportion of Color: change the setting towards "High" when you want to scan a colordocument with a low proportion of color as a black-and-white document.
- [Mode in case of binary]

Select the scanning mode when a page is detected as black and white.

- [Brightness]

This setting adjusts the brightness when [Advanced Text Enhancement] (only for Windows) or [Advanced Text Enhancement II] is selected with the Black and White mode. For other modes, the brightness is set from the [Brightness] tab. The brightness setting for other modes is dependent on the following settings. Windows: [Brightness] under [Brightness] tab Mac OS X: [Brightness] under [Brightness/Contrast]

#### - [Contrast]

This setting adjusts the contrast when [Advanced Text Enhancement II] is selected with the Black and White mode. For other modes, the contrast is set from the [Brightness] tab. The contrast setting for other modes is dependent on the following settings.

Windows: [Contrast] under [Brightness] tab Mac OS X: [Contrast] under [Brightness/Contrast]

#### **Under Windows**

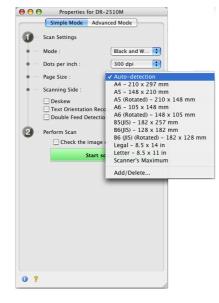


Basic Brightness Image proce	ssing Others	
User Preference :		-
	Save Delet	e
Mode :	Black and White	-
	Setting	
Page Size :	Letter - 8.5 x 11 in	
Dots per inch : Scanning Side :	A6 - 105 x 148 mm A6 (Rotated) - 148 x 105 mm B5 (JIS) - 182 x 257 mm B6 (JIS) - 128 x 182 mm	^
	86 (JIS) (Rotated) • 182 x 128 mm Legal • 8.5 x 14 in	=
	Letter - 8.5 x 11 in Scanner's Maximum Auto-detection	~
Mgire Reduction :	None	-
	Agout	



#### Under Mac OS X

Select [Auto-detection] for [Page Size]. (This is the same in Simple Mode and Advanced Mode.)





- Click [Auto-detection] to scan the following kinds of documents.
  - Documents of undetermined size
  - Documents including mixed page sizes -
  - When using the Long Document mode (See "Setting the Long Document Mode," on p. 32.)
- ۲ When [Auto-detection] is selected, the [Area] setting in the [Scan Area] dialog box is disabled.
- Depending on the application, operation may become unstable when [Auto-٠ detection] is enabled. In that case, [Auto-detection] should be disabled.

#### Scan Resolution Settings

This section describes the procedure for setting the resolution for scanning.

#### **Under Windows**



In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$ select the resolution for scanning from the [Dots per inch] drop-down list.

Basic Brightness Image proc	essing Others	
User Preference :		·
	Save Delete	
Mode :	Black and White	·
	Setting	
Page Size :	Letter - 8.5 x 11 in	]
Dots per inch :	300 dpi	-
Scanning Side :	100 dpi 150 dpi 200 dpi 240 dpi 900 dpi	
Moire Reduction :	400 dpi 600 dpi None	
	Area About	



#### Under Mac OS X

1

Select a suitable resolution setting for [Dots per inch]. (This is the same in Simple Mode and Advanced Mode.)





- Higher resolutions provide clearer images, but produce larger files.
- When the selected resolution is 300 dpi or less, the [Moire Reduction] setting is automatically enabled to allow reduction of the moire effect (a shimmering, wavy pattern) in scanned images.

#### **Scanning Side Settings**

This section describes the procedure for setting the page side settings for scanning.

#### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$  select the page side to scan from the [Scanning Side] drop-down list.

Liser Preference :		
User Preference :		
	Save Delete	
Mode :	Black and White	
Page Size :	Letter - 8.5 x 11 in	
Dots per inch :	300 dpi	ŀ
Scanning Side :	Simplex	ŀ
	Setting	
	C Deskew	
Moire Reduction :	None	•
	Area About	



#### Under Mac OS X

Select a suitable setting for [Scanning Side]. (This is the same in Simple Mode and Advanced Mode.)



# 

- Specify one of the settings below according to the page side setting you want to use.
- [Simplex]

Scan only the front side of documents loaded into the feeder.

- [Duplex]

Scan both sides of documents.

#### - [Skip Blank Page]

As each document page is scanned, the scanner detects whether it is blank, and if so, the image is not saved.

• Under Windows, selecting [Skip Blank Page] enables the [Setting] button, which opens the [Blank Skip Setting] dialog box. Under Mac OS X, selecting [Skip Blank Page] opens the content density setting screen.(The dialog box shown below is an example from Windows, but the setting items are the same under Mac OS X.)

BlankSkip	o Setting			
Content de	ensity :			
Low	Į.	10		High
		0	ĸ	Cancel

- This screen serves for adjusting the content density used to judge whether a page is to be considered blank. Increase the setting if blank pages are not skipped, and decrease the setting if non-blank pages are skipped.
- The Skip Blank Pages function may not work properly if a [Custom] setting is enabled for [Gamma Settings].
- If a scanning side setting (simplex or duplex) is specified in the application settings, set [Simplex].
- [Folio]

Documents that are normally folded in half are scanned on both sides and composed into one image.

 Under Windows, if the scanner driver settings screen was called from an ISIS compatible application, you cannot click [Folio] if [Patchcode] is selected in the [Batch Separation] box of the [Others] tab.

1

#### Correcting Image Skewing

This section describes the procedure for setting the scanner to detect slanted document pages and straighten the scanned images.

#### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$  select the [Deskew] check box.

Properties for Canon DR-25100	1 on STI - 0000		×
Basic Brightness Image processin	g Others		
User Preference :			•
	Save	Delete	
Mode :	Black and White		•
		Setting	
Page Size :	Letter - 8.5 x 11 in		-
Dots per inch :	300 dpi		
Scanning Side :	Simplex		•
		Setting	
	🔽 Deskew		
Moire Reduction :	None		•
	Area	About	
0K.	Cancel	Default He	lp

Under Mac OS X

Select the [Deskew] check box. (This is the same in Simple Mode and Advanced Mode.)





Deskewing also may not work properly or cause part of the image to be lost in other cases, depending on the document.

1

#### **Moire Reduction**

This section describes the procedure for setting to reduce the moire effect (a shimmering, wavy pattern) that may appear when scanning color documents or scanning in grayscale.

#### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab → select [High Quality Moire Reduction] from the [Moire Reduction] drop-down list.

User Preference :	rocessing Others	-
	Save Delete	
Mode :	Black and White	-
	Setting	
Page Size :	Letter - 8.5 x 11 in	•
Dots per inch :	300 dpi	•
Scanning Side :	Simplex	-
	Setting	
	C Deskew	
Moire Reduction :	None	-
	None High Quality Moire Reduction	
	Area About	

#### Under Mac OS X

Switch to Advanced Mode and click [Image Processing].

	rioperties re	r DR-2510M	_
—-C	Simple Mode	Advanced Mode	
Favorite S	ettings	User defined	÷
Basic Setti	ngs		
Mode :		Black and White	÷
Dots per	inch :	300 dpi	÷
Page Size		Letter - 8.5 x 11 in	÷
Scanning	Side :	Simplex	÷
Scanning	Option :	Standard	÷
Set Sca	anning Area		
- C-+ C			
Duinkturen	/Contrast		
Brightnes	Darken	Lighten 🔆 128	
Contrast	Low	High	
Image (	processing)	Gamma Settings	
	fore	Default	
	Nore		_
		first page	



For [Moire Reduction], select [High Quality Moire Reduction].

Moire Reduction :	None
	✓ High Quality Moire Reductio
Edge emphasis :	
	Soft 📊 🖓 📩 Sharp
Document Orientatio	en :
	0 degrees
Reverse Image :	
	OFF
Prevent Bleed Throug	gh / Remove Background :
	OFF
	Low High
Color drop-out :	
From	t : None
Back	C: None



When a resolution higher than 300 dpi is selected for [Dots per inch], [High Quality Moire Reduction] is greyed out.

- When a resolution of 240 dpi or less is selected for [Dots per inch], you can click [High Speed Moire Reduction].
- Select one of the following according to the resolution you have set:

### [None]

Do not perform moire reduction.

### [High Speed Moire Reduction]

This mode prioritizes speed, and generates an image of the specified resolution from an image scanned at 300 dpi.

### [High Quality More Reduction]

This mode prioritizes image quality, and generates an image of the specified resolution from an image scanned at 600 dpi. The image quality is higher, but the scanning speed decreases.

## Adjusting the Scan Area

This section describes the procedure for scanning part of a document image.

### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$  click [Area].

User Preference :		
	Save	Delete
Mode :	Black and White	
		Setting
Page Size :	Letter - 8.5 x 11 in	1
Dots per inch :	300 dpi	
Scanning Side:	Simplex	
		Setting
	E Deskew	
Moire Reduction :	None	1
	Area	About



In the [Scan Area] dialog box you can define the area of the document page to scan on a selected page size, and register non-standard document page sizes.

The [Scan Area] dialog box is different for ISIS and TWAIN drivers: for the TWAIN driver, one of two dialog box types is displayed depending on the application program used.

### Scan Area Dialog Box (ISIS Driver)

ican Area			
<u>P</u> age Size :	Letter - 8.5 x 11 in	•	
	Custom	Delete	
Area	Start 🖄 :	0"	
	Start⊻:	0"	3
	Width :	8 1/2"	4
	Length :	11"	5
	<u>U</u> nit :	Inches 💌	6
Margin :	<u></u> )	0.00"	6
	OK Cancel	Help	9

### Scan Area Dialog Box (TWAIN Driver)

If there is a [Scan] item in the Settings dialog box of the application, it will look as follows.

Scan Area				×
Page Size :	Letter - 8.5 x 11	_		1 <sup>5</sup> 1 <sup>6</sup> 1 <sup>7</sup> 18
Area	Start⊻: Start⊻: Width: Length: Unit:	0" 0" 81/2" 11"		
Margin :	0K Car	Preview	9 9 10 10 10 10 10	

The Area window and [Preview] button are not displayed when using applications that display the [OK] button in the Properties dialog box.

Scan Area		
Page Size :	Letter - 8.5 x 11	in 💌
	Custom	Delete
Area	Start ≚:	0"
	Start ⊻ :	0"
	<u>W</u> idth :	8 1/2"
	Length :	11"
	<u>U</u> nit :	Inches 💌
Margin :		. <u>``````</u> 0.00"
	OK Car	ncel <u>H</u> elp

### Page Size

This setting is linked to the [Page Size] setting, for selecting the size of document pages to scan. Clicking the [Custom] button opens the [Custom Page Size] dialog box, where non-standard page sizes can be registered as custom page sizes.

Custom Page Size	
Name :	
<u>W</u> idth:	81/2"
Length :	11"
Unit :	Inches
	OK. Cancel

#### Area

Select the area to be scanned.

- $\rightarrow$  Area settings here are overridden in the following cases:
- · When the [Auto-detection] page size is selected
- When [Text Orientation Recognition] is enabled on the [Image processing] tab sheet
- $\rightarrow$  When [Deskew] is enabled on the [Basic] tab sheet, the specified area may be displaced when scanning.

#### Area Window

The size indicated for the Area window corresponds to the page size setting, and the area within the panel indicates the current scanning area.

- $\rightarrow$  The scanning area can be adjusted by dragging the handles bordering the Area window with your mouse.
- $\rightarrow\,$  With CapturePerfect, the last scanned image appears in the Area window.

#### Margin

This control adjusts the top, bottom, left and right margins around the scanning area so that you can expand the scanning area to include the edges of a document, or reduce it to avoid black frames around scanned images.

- $\rightarrow$  If the edges of documents are missing from scanned images, move the slider to the right to expand the scanning area.
- $\rightarrow$  To eliminate the black frame around scanned images, reduce the scanning area by moving the slider to the left.
- $\rightarrow\,$  The measurement units for margins are determined by the [Unit] setting.

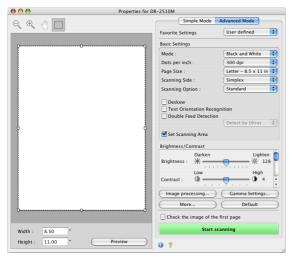
#### Preview Button (TWAIN driver only)

Click the [Preview] button to scan one document page and display its preview image in the Area window.



1

Switch to Advanced Mode and select the [Set Scanning Area] check box. The scan driver settings screen expands, giving access to more settings.



2

Specify the area of the document to be scanned.

- To directly specify the area by numeric input, enter the values into the [Width] and [Height] fields.
- When you click [Preview], only one document is scanned, and the scanned image appears in the preview area. You can make adjustments by dragging the dotted lines with the mouse while checking the image in the preview area.

### Brightness/Contrast Adjustment

This section describes the procedure for adjusting the brightness and contrast for scanning.

#### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Brightness] tab  $\rightarrow$  adjust the [Brightness] slider and [Contrast] slider to adjust the brightness and contrast for scanning.

Properties for Canon DR-2510C	m STI - 0000	×
Basic Brightness Image processing	Others	
Brightness :	* 128	
Contrast :	• • 4	
🔲 Used the Back Side Brightness		
Back Side Brightness :	* * 128	
Used the Back Side Contrast		
Back Side Contrast :	• 5 • 4	
Gamma		
OK .	Cancel Default Help	



Switch to Advanced Mode and move the [Brightness] and [Contrast] sliders to adjust the brightness and contrast of the scanned image.

Simpl	e Mode	Advanced Mode	
avorite Settings	s	User defined	\$
Basic Settings			
Mode :		Black and White	\$
Dots per inch :		300 dpi	÷
Page Size :		Letter - 8.5 x 11 in	\$
Scanning Side :		Simplex	\$
Scanning Optio	n :	Standard	÷
Double Feed Set Scanning		Detect by Ultras	÷
Set Scanning	Area		÷
Set Scanning Brightness/Cont	Area trast Darken	Lighten ※ 128	1
Set Scanning Brightness/Cont Brightness :	y Area trast Darken	Lighten ※ 128	1
Set Scanning Brightness/Cont Brightness :	Area trast Darken	Lighten K 128 High	
Set Scanning Brightness/Cont Brightness : L Contrast :	Area trast Darken	Detect by Ultras Lighten X 128 High	
Set Scanning Brightness/Cont Brightness : L Contrast : Image proces	a Area trast Darken *	Lighten Kight Kight Camma Settings Default	
Set Scanning Srightness/Cont Brightness : L Contrast : Image proces More	age of the	Lighten Kight Kight Camma Settings Default	



- The settings you can specify are as follows:
- [Brightness] -

Adjusts the brightness of images to be scanned.

- · If images are too dark or if text on the back bleeds through, drag the slider to the right to increase the brightness.
- If images are too light, drag the slider to the left to decrease the brightness.
- [Contrast] -

Adjusts the contrast of images to be scanned.

[Used the Back Side Brightness] Check Box -

If the brightness of the front and back of the document pages is different, select this check box to adjust only the brightness of the back side.

#### [Used the Back Side Contrast] Check Box -

If the contrast of the front and back of the document pages is different, select this check box to adjust only the contrast of the back side.

• The availability of brightness and contrast settings are as follows, according to the setting selected in the [Mode] drop-down list.

Scanning mode	Brightness	Contrast	Back Side Brightness	Back Side Contrast
Black and White	0	0	0	0
Error Diffusion	0	0	0	0
Advanced Text Enhance- ment (only for Windows)	0	-	-	-
Advanced Text Enhance- ment II	0	0	-	-
256-level Gray	0	0	0	0
24-bit Color	0	0	0	0
Auto Color Detection	0	0	0	0

O: Available for setting -: Not available for setting, or automatically set

1

# Gamma Curve Settings

This section describes the procedure for adjusting the gamma level for scanning documents.

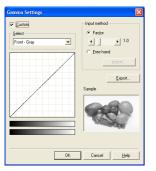
### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Brightness] tab  $\rightarrow$  click [Gamma].

Properties for Canon DR-2510C (	an STI - 0000	
Basic Brightness Image processing	Others	
Brightness :	∦ ☆ 128	
Contrast :	• • • • • • • •	
Used the Back Side Brightness		
	* * 128	
Used the Back Side Contrast		
	•	
Gamma		
0K	Cancel Default Help	

2

Select the [Custom] check box in the [Gamma Settings] dialog box  $\to$  specify the settings as necessary.



Under Mac OS X

Switch to Advanced Mode and click [Gamma Settings].

) 🖯 🖯 Properties	for DR-2510M	
Simple Mode	Advanced Mode	
Favorite Settings	User defined	;
Basic Settings		_
Mode :	Black and White	;
Dots per inch :	300 dpi	;
Page Size :	Letter - 8.5 x 11 in	;
Scanning Side :	Simplex	\$
Scanning Option :	Standard	\$
Set Scanning Area	Detect by Ultras	
Brightness/Contrast		
Darken Brightness : 米 —	Lighten × 128	0
Contrast :	High High 4	× v
Image processing	Gamma Settings	$\supset$
More	Default	$\supset$
Check the image of t	he first page	
Start	scanning	
0 ?		

The [Gamma Settings] dialog box appears.

Click [Custom] in the list box at the top and then set the respective items.

lustom	•
Front - Gray	
• Factor • Free hand	, , , 1.



- When you make custom gamma correction settings, all settings related to the brightness of the scanned image will be set automatically.
- The settings you can specify are as follows:
- Select
  - Select the side and color for the custom setting.
  - The color bar and color of the sample image are changed to show the specified color.
- Input method

Select the setting method for gamma correction.

- [Factor]

Move the slider to the left or right to adjust the gamma correction factor between 0.2 and 5.0.

- The gamma correction value, Gamma Curve Graph, and sample image color are interlinked.
- Clicking a point in the Gamma Curve Graph with your mouse changes the gamma curve and color of the sample image to match that point.
- You can also move the gamma curve by dragging it with the mouse.

#### [Freehand]

The output value for a particular input value in the gamma table can be specified with the mouse.

- Click any point in the Gamma Curve Graph to set that point as an output value.
- Drag the mouse on the Gamma Curve Graph to set the output value according to the mouse movement.
- Custom gamma correction settings can be exported as gamma table data, and data exported earlier can be imported again. For details, see the scanner driver help.

# Image Contour Adjustment

This section describes the procedure for adjusting the contours of the scanned image.

### **Under Windows**

In the ISIS/TWAIN driver properties dialog box, click the [Image processing] tab  $\rightarrow$  adjust the [Edge emphasis] slider to adjust the contours of the scanned image.

Properties for Canon DR-2510C on S	TI - 0000 🛛 🕅
Basic Brightness Image processing Oth	ers
Edge emphasis : Soft	Sharp
Document Orientation :	0 degrees
Text Orientation Recognition	
Frevent Bleed Through / Remove Back	ground
	Setting
Color drop-out	
Front :	None
Back :	None
ОКО	Cancel Default Help



1

Switch to Advanced Mode and click [Image Processing].

	Mode	Advanced Mode	_
vorite Settings		User defined	\$
sic Settings			
ode :		Black and White	\$
ots per inch :		300 dpi	\$
ige Size :		Letter - 8.5 x 11 in	\$
anning Side :		Simplex	\$
canning Optior		Standard	\$
] Text Orientat ] Double Feed ] Set Scanning		Detect by Ultras	÷
Double Feed	Area		Ŷ
Double Feed Set Scanning ightness/Conti	Area rast Darken	Lighten ※ 128	1
Double Feed Set Scanning rightness/Contu Fightness : →	Area rast Darken	Detect by Ultras	1
Double Feed Set Scanning rightness/Contu rightness : →	Area rast Darken	Lighten Kighten High Utras	3
Double Feed Set Scanning rightness/Contu rightness : →	Area rast Darken	Uighten Uighten Uighten Uighten Uighten Uighten Uighten Uighten Uighten Uighten	3
Double Feed Set Scanning ightness/Contr ightness :  L contrast :  Image process More	Area	Lighten King 128 King 12	3
Double Feed Set Scanning ightness/Contr rightness :  U contrast :  Image process	Area	Lighten King 128 King 12	3

2

Adjust the [Edge emphasis] slider to correct the outline of the scanned image.

O O O Image processing	
Moire Reduction :	
None	•
Edge emphasis :	
Soft 🚃 💎	Sharp
Document Orientation :	
0 degrees	•
Reverse Image :	
OFF	•
Prevent Bleed Through / Remove Backg	round :
OFF	•
Low	High
Color drop-out :	
Front : None	•
Back : None	•



Move the slider toward [Soft] to soften the image contours, or toward [Sharp] to sharpen the image contours.

1

### Image Rotation

This section describes the procedure for rotating the orientation of the scanned image.

### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Image processing] tab → select the angle to rotate the image from the [Document Orientation] drop-down list.

Properties for Canon DR-2510C on S	TI - 0000 🛛 🔀
Basic Brightness Image processing 08	ners
Edge emphasis : Soft	Sharp
Document Orientation : Text Orientation Recognition Prevent Bleed Through / Remove Back	270 degrees
Color drop-out Front :	Setting
Back:	None
OK	Cancel Default Help

### Under Mac OS X

Switch to Advanced Mode and click [Image Processing].

Properties for DR-2510M				
Simple Mode A	dvanced Mode			
Favorite Settings	User defined	;		
Basic Settings				
Mode :	Black and White	•		
Dots per inch :	300 dpi	•		
Page Size :	Letter - 8.5 x 11 in	•		
Scanning Side :	Simplex	•		
Scanning Option :	Standard	•		
Text Orientation Recognition Double Feed Detection Set Scanning Area				
Brightness/Contrast		121		
Darken Brightness : * Low	Lighten * 128 High • 4			
Contrast : U	Y	Ŧ		
Image processing)	Gamma Settings	$\supset$		
More (	Default	$\supset$		
Check the image of the first page				
Start scanning				
0 ?				



Under [Document Orientation], select the rotation angle for the image.

000	Image processing
Moire Reduction :	
	None
Edge emphasis :	
	Soft Sharp
Document Orientati	on :
	✓ 0 degrees
	90 degrees
Reverse Image :	180 degrees
	270 degrees
Prevent Bleed Throu	igh / Remove Background :
	OFF
	Low High
Color drop-out :	
From	nt : None
Bac	k : None



The scanned image will be rotated as follows, according to the orientation of the placed document and the specified angle.

Document: face down	ABC	ABC		VBC =
Document Orientation (clockwise)	0 degrees	90 degrees	180 degrees	270 degrees
Scanned Image	ABC	ABC	ABC	АВС

# **Correcting Text Orientation**

This section describes the procedure for automatically correcting the orientation of the text when scanning.

### **Under Windows**

1 In the ISIS/TWAIN driver properties dialog box, click the [Image processing] tab  $\rightarrow$  select the [Text Orientation Recognition] check box.





Select the [Text Orientation Recognition] check box. (This is the same in Simple Mode and Advanced Mode.)





- When the [Text Orientation Recognition] check box is selected, the [Document Orientation] and scan area settings are disabled.
- Some application programs do not support text orientation recognition. Please disable [Text Orientation Recognition] if your application program operates abnormally when it is enabled.

Removing the Document Background/Preventing Bleed Through

This section describes the procedure for setting to reduce bleed through when scanning thin document pages and pages with dark content on the back side, or to remove the background from document images.

#### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Image processing] tab  $\rightarrow$  select the [Prevent Bleed Through / Remove Background] check box  $\rightarrow$  click [Setting].



Adjust the [Removal level] slider to set the level of bleed through prevention or background removal.

Prevent Bleed Throu	igh / Remove Background Setting
Removal level :	4
Low	High
	0K Cancel



Switch to Advanced Mode and click [Image Processing].

Properties for DR-2510M			
-(	Simple Mode	Advanced Mode	
vorite S	ettings	User defined	\$
asic Sett	ings		
/lode :		Black and White	÷
ots per	inch :	300 dpi	;
age Size	e :	Letter - 8.5 x 11 in	÷
canning	Side :	Simplex	;
canning	Option :	Standard	÷
-	e Feed Detectio anning Area		Å.
Doubl	anning Area	'n	Å.
Doubl	anning Area s/Contrast Darken ss : ※	n Detect by Ultras Lighten % 128	1
Doubl	anning Area s/Contrast Darken ss : ※ Low	n Detect by Ultras Lighten % 128	1
Doubl	anning Area s/Contrast Darken ss : 茶 Low : ① —	n Detect by Ultras Lighten High	
Doubl	anning Area s/Contrast Darken ss : *	n Detect by Ultras i Detect by Ultras i Uighten i 128 High I 4	
Doubl	anning Area s/Contrast ss : * Low : • processing	n Detect by Ultras Lighten X 128 High Camma Settings	
Doubl	anning Area s/Contrast Darken ss : * Low : processing More the image of th	n Detect by Ultras Lighten X 128 High Camma Settings	

2

Set [Prevent Bleed Through / Remove Background] to [ON] and adjust the slider to control the level of bleed-through prevention and background removal.

000	Image processing
Moire Reduction :	
	None
Edge emphasis :	
	Soft Sharp
Document Orienta	tion :
	0 degrees
Reverse Image :	
	OFF
Prevent Bleed Thro	ugh / Remove Background :
	ON 🔹
	Low High
Color drop-out :	
Fro	nt : None 😯
Ba	ck : None

## **Omitting a Specific Color**

This section describes the procedure for setting to omit borders and ruled lines of a specified color (red, green, or blue) from the scanned image.

#### **Under Windows**



When the [Mode] setting is [24-bit Color] or [Auto Color Detection], the settings below are not available.

2	1	
1		I
	1	

In the ISIS/TWAIN driver properties dialog box, click the [Image processing] tab  $\rightarrow$  select the color to omit from the [Front] and [Back] drop-down lists under Color drop-out, as necessary.

roperties for Canon DR-2510C on STI - 0000 🛛 🛛 🔀			
Basic   Brightness Image processing   Oth	ers		
Edge emphasis : Soft	Sharp		
Document Drientation :	0 degrees		
Text Orientation Recognition			
Frevent Bleed Through / Remove Back	ground		
	Setting		
Color drop-out			
Front :	None		
Back :	None Drop-out color Red Drop-out color Green Drop-out color Blue Red Enhance		
OK C	ancel Default Help		



1

NOTE

You can specify different settings for the front and back side of the document.

Switch to Advanced Mode and click [Image Processing]. 00 Properties for DR-2510M Simple Mode Advanced Mode ; Favorite Settings User defined Basic Settings -Mode : Black and White • 300 dpi Dots per inch Letter - 8.5 x 11 in 🛟 Page Size : • Scanning Side Simplex Standard \$ Scanning Option : Deskew Text Orientation Recognition Double Feed Detection Set Scanning Area Brightness/Contrast Darken Lighten 0 — 🔆 128 Brightness : 🔆 🗕 High Low Contrast : 0 -• 4 Ā (Image processing...) (Gamma Settings... More... Default Check the image of the first page Start scanning 0 ?



Under [Color drop-out], select a color to ignore.

000 Im	hage processing
Moire Reduction :	
	None
Edge emphasis :	
	Soft Sharp
Document Orientation	1:
	0 degrees
Reverse Image :	
	OFF ;
Prevent Bleed Through	h / Remove Background :
	ON 🛟
	Low High
Color drop-out :	
Front	√ None
Back	Drop-out color Red
buck	Drop-out color Green
	Bed Enhance

1

# Enhancing the Red Color

This section describes the procedure for setting the scanner to enhance the red color when performing black-and-white scanning.

### **Under Windows**



If you select [24-bit Color] or [Auto Color Detection] from the [Mode] drop-down list of the [Basic] tab, you cannot specify this setting.

1

In the ISIS/TWAIN driver properties dialog box, click the [Image processing] tab  $\rightarrow$  select [Red Enhance] from the [Front] and [Back] drop-down lists under Color drop-out.

Properties for Canon DR-2510C on S	TI - 0000 🛛 🔀
Basic   Brightness   Image processing   Oth	ners
Edge emphasis : Soft	Sharp
Document Orientation :	0 degrees
Text Orientation Recognition	
F Prevent Bleed Through / Remove Back	ground
	Setting
Color drop-out	
Front :	None
Back :	None Drop-out color Red Drop-out color Green Drop-out color Blue Red Enhance
OK O	Cancel Default Help

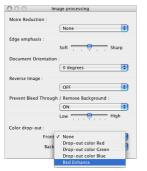
### Under Mac OS X

Switch to Advanced Mode and click [Image Processing].

Simple Mo	ode Advanced Mode	-
avorite Settings	User defined	÷
Basic Settings		
Mode :	Black and White	÷
Dots per inch :	300 dpi	¢
Page Size :	Letter - 8.5 x 11 in	¢
Scanning Side :	Simplex	¢
Scanning Option :	Standard	¢
Set Scanning Are	Detect by Ultras	Ŧ
	Detect by Ultras	Ψ
Brightness/Contrast	a	*
Brightness/Contrast Dark Brightness: 茶=	a en Lighten × 128	•
Brightness/Contrast Dark Brightness :	a Lighten X 128	
Brightness/Contrast Dark Brightness : 🔆 = Low Contrast : 🛈 =	a Lighten X 128	
Srightness/Contrast Dark Brightness : 茶 = Low Contrast : ① =	a Lighten X 128	
Brightness/Contrast Dark Brightness : * = Low Contrast : • = Image processing	a Lighten # 128 High Gamma Settings Default	
Brightness/Contrast Dark Brightness : * = Low Contrast : • = Image processing More Check the image	a Lighten # 128 High Gamma Settings Default	

2

### Under [Color drop-out], select [Red Enhance].



# 

You can set specify different settings for the front and back side of the document.

## **Rapid Recovery System**

This section describes the procedure for setting the system recovery method used by the scanner when document feeding stops due to a paper jam or other error during scanning.

### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Others] tab  $\rightarrow$  select the [Rapid recovery system] check box  $\rightarrow$  click [OK].

operties for Canon DR-		
Basic   Brightness   Image pr	ocessing Others	
	Rapid recovery system	
Double Feed Detection :	E Detect by Length	
	Detect by Ultrasonic	
Feeding Option :	Standard Feeding	•
	Setting	
	None	v
	F Prescan	
0	IK Cancel Default He	qk



1

Switch to Advanced Mode and click [More].

Simple Mode	Advanced Mode	
avorite Settings	User defined	;
asic Settings		
Mode :	Black and White	;
Dots per inch :	300 dpi	;
age Size :	Letter - 8.5 x 11 in	;
canning Side :	Simplex	;
canning Option :	Standard	•
Double Feed Detectio	ognition in Detect by Ultras	Å Ÿ
Double Feed Detectio	'n	•
Double Feed Detectio	Detect by Ultras	A V
Double Feed Detectio	n Detect by Ultras Lighten ¥ 128 High Gamma Settings	A V
Double Feed Detectio	Detect by Ultras	A V
Double Feed Detectio	n Detect by Ultras Lighten X 128 High Gamma Settings	A V
Double Feed Detectio	n Detect by Ultras Lighten X 128 High Gamma Settings	A V



Select the [Rapid recovery system] check box.

000	More	
Rapid recove	ry system :	
	🗹 Rapid recovery system	
Feeding Opti	on :	
	Standard Feeding	;
Delay :	· · · · · · · · · · · · · · · · · · ·	sec
Margin :	0.	00*
Unit :	Inches	:

	NOTE
--	------

If you select [Rapid recovery system] and a paper jam or other error causes document feeding to stop while scanning, scanning stops without sending an error notification to the application program. After you clear the paper jam or resolve the error, you can resume the normal scanning operations.

1

# **Double Feed Detection**

This section describes the procedure for setting the scanner to stop document feeding when double feeding of document pages is detected.

### **Under Windows**

1

Click the [Others] tab  $\rightarrow$  select the [Detect by Length] or [Detect by Ultrasonic] (for the DR-2510C only) check box under [Double Feed Detection  $\rightarrow$  click [OK].

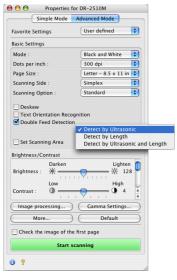
Properties for Canon DR-	2510C on STI - 0000
Basic   Brightness   Image pr	ocessing Others
	Rapid recovery system
Double Feed Detection :	C Detect by Length
	P Detect by Ultrasonic
Feeding Option :	Standard Feeding
	Setting
	None
	Prescan
0	IK Cancel Default Help

### Under Mac OS X

Select the [Double Feed Detection] check box. (This is the same in Simple Mode and Advanced Mode.)

	Simple Mode	Advanced Mode	-
0	Scan Settings		
•	Mode :	Black and W	\$
• ···	Dots per inch :	300 dpi	\$
• ···	Page Size :	Letter - 8.5	;
• ···	Scanning Side :	Simplex	\$
2	Double Feed D Perform Scan	etection image of the first page	
		itart scanning	

When switched to Advanced Mode, the detection method can be selected (DR-2510M only).





Details of each detection method are indicated below.

#### [Detect by Length]

This detection method is effective when scanning documents of the same size. It detects double-feeding when a document is 2.0" (50 mm) longer or 2.0" (50) mm shorter than the standard length (the length of the first document). Feeding is stopped when a double-feed is detected.

#### [Detect by Ultrasonic]

This detection method is effective when scanning documents of different sizes. It uses ultrasonic waves to detect the gap between documents when more than two sheets of paper are fed at the same time. Feeding is stopped when a double-feed is detected.

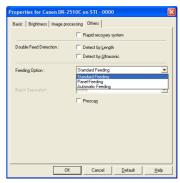
- The two detection methods can be used at the same time.
- When the documents overlap by less than 2.0" (50 mm) or are stuck together due to static electricity, double-feeding may not be able to be detected correctly using ultrasonic.

# **Feeding Options**

This section describes the procedure for selecting the method for feeding documents.

### **Under Windows**

Click the [Others] tab  $\rightarrow$  select the document feeding method in [Feeding Option].





Switch to Advanced Mode and click [More].

Simple Mode	Advanced Mode	
vorite Settings	User defined	÷
sic Settings		-
lode :	Black and White	\$
ots per inch :	300 dpi	\$
age Size :	Letter - 8.5 x 11 in	\$
canning Side :	Simplex	\$
canning Option :	Standard	÷
Text Orientation Reco Double Feed Detection		÷
Double Feed Detection	1	÷
Double Feed Detection Set Scanning Area ightness/Contrast Darken	Detect by Ultras	
Double Feed Detection Set Scanning Area ightness/Contrast	Lighten	
Double Feed Detection Set Scanning Area ightness/Contrast Darken rightness : ※ Low	Detect by Ultras	
Double Feed Detection Set Scanning Area ightness/Contrast rightness : * Low ontrast :	Lighten Kighten High G 4	3
Double Feed Detection Set Scanning Area ightness/Contrast rightness : * Low ontrast :	Lighten K 128 High J 4	3
Double Feed Detection       Set Scanning Area       ightness/Contrast       Darken       rightness       w       Double       Darken       rightness       W       Low       ontrast :       Image processing	Lighten Lighten Kiph Gamma Settings Default	3

2

Under [Feeding Option], select the document feeding method.

000	More	
Rapid recov	ery system :	
	📃 Rapid recovery system	
Feeding Op	ion :	
	✓ Standard Feeding	) )
	Panel-Feeding	
Delay :	Automatic Feeding	
Margin :	· · · · · · · • • · · · ·	0.00"
Unit :	Inches	•

|--|--|

Details of each feeding method are indicated below.

#### [Standard Feeding]

This feeding method is good for scanning small batches of documents that are loaded one batch at a time: scanning stops when the loaded documents have been scanned.

#### [Panel Feeding]

This feeding method is good for scanning batches of documents of different sizes: after loading the documents, press the Job button (assigned as a Start button on the scanner) to start scanning, and press the assigned Stop button to stop scanning.

• When scanning documents with different-size pages, after loading the documents, you can adjust the document guide position.

#### [Automatic Feeding]

This feeding method is good for scanning batches of same-size documents: scanning starts when the scanner detects loaded documents, and stops when you press the Stop button.

• When [Automatic Feeding] is selected, the [Setting] button is enabled to allow setting the delay time from when a loaded document is detected until scanning starts. The delay time can be set from 0 to 60 seconds.

Scan Wait Setting	
Dejay :	0 sec
	0K Cancel

#### **Batch Separation**

When the separation timing to use when scanning starts with batch separation enabled in the application. (If [Standard Feeding] is selected, batch separation is disabled.)

This item is available only under Windows when the scanner driver was called from an ISIS compatible application.

If you selected [Panel Feeding] or [Automatic Feeding] for the feeding method:

None	•
None	
Auto	
Panel	

#### [Auto]

Document batches are separated automatically.

#### [Panel]

Document batches are separated when the [Batch Separation] button on the Scan Panel is pressed. (See "Using the Scan Panel," on p. 55.)

3

### Prescan

This section describes the procedure for checking a scanned image and adjusting the brightness and contrast accordingly.

### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Others] tab  $\rightarrow$  select the [Prescan] check box.

roperties for Canon DR-	2510C on STI - 0000	X
Basic   Brightness   Image pr	ocessing Others	
	Rapid recovery system	
Double Feed Detection :	Detect by Length     Detect by Ultrasonic	
Feeding Option :	Standard Feeding Setting	•
Batch Separation :	Nore	
6	K Cancel Default Help	

2

Specify the location, file name, and file format to save the image  $\rightarrow$  click [Save] to start scanning.

ican Batch to File Setting	2 🛛
Save jn: 🔯 My Documents	- 🖬 🛀 🖻 🔸
(일 My Pictures (일 My Music	
File pame: Save as type: TIFF File (1.6/)	∑arre ▼ Cancel
Type of batch separation :	None
Scanner Setting	Sganner Setting
C Save Rotgled Image	Botation Settings
□ Save As Two Images	Digide Settings
MultPage Settings:	Pane Number: 2
Single Page 💌	
	Schema Settings

When scanning is complete, the Prescan dialog box is displayed.

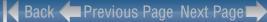
Check the displayed preview image  $\rightarrow$  adjust [Brightness] and [Contrast] as necessary using the sliders or up/down buttons  $\rightarrow$  click  $\diamondsuit$  (Start) to save the scanned image.





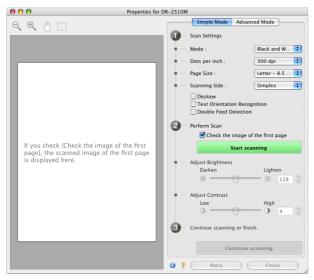
The [Prescan] dialog box is for scanning after adjusting the brightness and contrast according to the results of the first document. You can enlarge the image displayed in the [Prescan] dialog box. (Left-click the image displayed in the dialog box to enlarge it, and right-click the image displayed in the dialog box to reduce it.)

If you change the brightness and contrast values, the image displayed in the dialog box reflects these new values. Click the Start button to start scanning with the adjusted brightness and contrast. Click the Stop button to stop scanning.



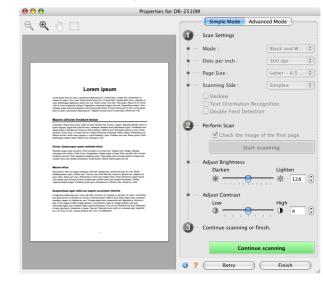
1

Select the [Check the image of the first page] check box and start scanning. (This is the same in Simple Mode and Advanced Mode.)



The Scanner driver settings screen expands, and the scanned image of the first page appears in the preview area.

Adjust brightness and contrast if necessary. (This is the same in Simple Mode and Advanced Mode.)





Contents

2

# **IMPORTANT**

- The tool bar above the preview area allows you to zoom in and out and scroll the scanned image.
- The brightness and contrasts settings are reflected in the preview image.
- Click [Continue scanning] to scan the other pages.

1

# **Registering Scanning Conditions**

This section describes the procedure for registering specified scanning conditions.

### **Under Windows**

Specify the scanning conditions as necessary on the [Basic] tab, [Brightness] tab, [Image processing] tab, and [Others] tab of the ISIS/TWAIN driver properties dialog box.



Click the [Basic] tab  $\rightarrow$  click [Save].

Properties for Canon DR	-2510C on STI - 0000
Basic Brightness   Image p	processing Others
User Preference :	Save Delete
Mode :	Black and White
	Setting
Page Size :	Letter - 8.5 x 11 in
Dots per inch :	300 dpi 💌
Scanning Side :	Simplex
	Setting
	Deskew
Moire Reduction :	None
	Area About
	0K Cancel Default Help

Enter a name for [Save user preference as]  $\rightarrow$  click [OK].

iave User Preference		
Save user preference as :		
	OK	Cancel

### Under Mac OS X

Switch to Advanced Mode, make the necessary settings, and then select [Add/Delete] for [Favorite Settings].

Simple Mode	Advanced Mode
avorite Settings	✓ User defined
asic Settings	Add/Delete
Mode :	Black and White
Dots per inch :	300 dpi 🛟
Page Size :	Letter – 8.5 x 11 in 🛟
Scanning Side :	Simplex
Scanning Option :	Standard 🛟
Set Scanning Area	
Set Scanning Area	Lighten
rightness/Contrast	
rightness/Contrast Darken	
irightness/Contrast Darken Brightness: 栄 Low	→ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓
irightness/Contrast Brightness : 米 Contrast : ①	₩ 128 High ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓
irightness/Contrast Brightness : 米 Contrast : ① Image processing	K 128 High Gamma Settings Default
Image processing	K 128 High Gamma Settings Default

- Enter a name into the [Setting Name] field, and then click [Add].
- Click [Save] to close the dialog box.

2

1

## **Checking the Version**

This section describes the procedure for checking the version of the ISIS/TWAIN driver you are currently using.

### **Under Windows**

1

In the ISIS/TWAIN driver properties dialog box, click the [Basic] tab  $\rightarrow$  click [About].

roperties for Canon DR-2510C	on STI - 0000	X
Basic Brightness   Image processing	0 Others	
User Preference :		
	Save	Delete
Mode :	Black and White	•
		Setting
Page Size :	Letter - 8.5 x 11 in	•
Dots per inch :	300 dpi	•
Scanning Side :	Simplex	•
		Setting
	T Deskew	
Moire Reduction :	None	•
		$\square$
	Area	About
0K	Cancel	Default Help



Check the content of the [About] dialog box  $\rightarrow$  click [OK].

### Under Mac OS X

Click (1) (Info button). (This is the same in Simple Mode and Advanced Mode.)

00	Cano	n DR-2510M TWAIN	
Q	Download To: Name:	Scan	•
	Format: Automatic Task:		:
		Occurs after scanning	•
Options	)		Scan



Check the displayed information, and click 🔴 to close the dialog box.

# **Chapter 7 Maintenance**

95
95
95
96
98
98
101
103
105

# **1. Regular Maintenance**

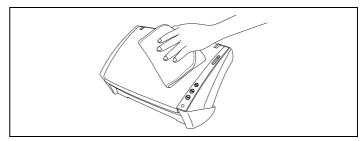
Clean the scanner on a regular basis, as described below, to maintain peak scanning quality.

# 

- When cleaning the scanner and the inside of the scanner, turn OFF the power switch and disconnect the power cord from the power outlet.
- Do not use spray cleaners to clean the scanner. Precision mechanisms, such as the light source, may get wet, and cause a malfunction.
- Never use paint thinner, alcohol, or other organic solvents to clean the scanner. Such solvents can damage or discolor the exterior of the scanner, or create a risk of fire or electrical shock.

### **Cleaning the Scanner**

To clean the exterior of the scanner, dampen a cloth with water or a mild detergent, wring the cloth out thoroughly, and then wipe the dirt away. Then use a dry, soft cloth to wipe away any moisture.



### **Cleaning the Inside of the Scanner**

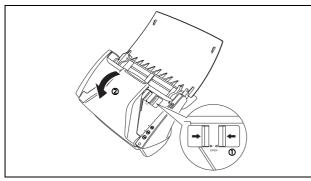
Dust or paper particles inside the scanner may cause lines or smudges to appear on scanned images. Use compressed air to periodically clean dust and paper particles from the document feed opening and the inside of the scanner. After finishing a large scanning job, turn OFF the scanner and then clean out any paper particles remaining inside the scanner.

# **Cleaning the Sensor Glass and the Rollers**

If scanned images contain streaks, or if the scanned documents become dirty, the sensor glass or rollers inside the scanner may be dirty. Clean them periodically.

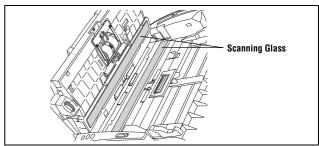


Press the OPEN knob from both sides  $(\mathbb{O})$ , and pull the front unit out and downward to open it  $(\mathbb{O})$ .



Use compressed air to remove dust and paper particles from the inside of the scanner.

Use a clean dry cloth to wipe dirt off the sensor glass.



Wipe both the front and back sensor glasses.

# 

Contents

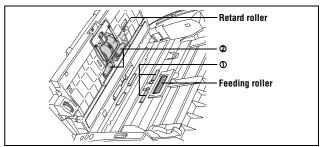
Do not spray water or neutral detergent directly on the scanner. Precision mechanisms, such as the light source, may get wet, and cause a malfunction.

# 

Scratches on the sensor glass may cause marks on the images, as well as feeding errors. If there are scratches on the sensor glass, contact your local authorized Canon dealer or service representative.



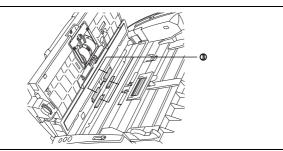
Clean the  $\ensuremath{\mathbb{O}}$  rollers by wiping the exposed part without turning them.



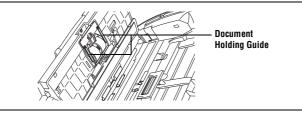
Clean the @ rollers while turning them. Wipe the rollers with a cloth that has been dampened with water and thoroughly wrung out, and then use a dry, soft cloth to wipe away any moisture.

6

Clean the  $\ensuremath{\mathfrak{I}}$  rollers by wiping the exposed part without turning them.



Wipe the document holding guide with a cloth that has been dampened with water and thoroughly wrung out.



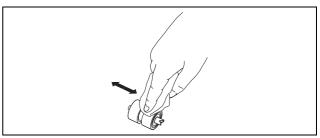
8

Remove the retard roller and feeding roller (See p. 101 and p. 103.).

# 

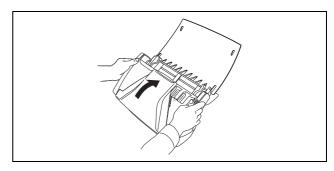
Remove the retard roller and feeding roller from the scanner to clean them, and make sure to reattach them to the scanner when cleaning is finished.

9 Wipe the removed rollers with a cloth that has been dampened with water and thoroughly wrung out.



📕 Back 🖛 Previous Page Next Page 📫

- Reattach the retard roller and feeding roller (See p. 102 and p. 104.).
- Close the front unit by gently pushing it up on both sides until it clicks into place. Make sure that the front unit is completely closed by pushing until you hear a click.



Close the document feed tray.

Contents

# 2. Removing and Attaching the Rollers and Document Holding Guide

To clean or replace the feeding roller, retard roller, or document holding guide, remove and then attach the parts as described in each respective section.

# 

Do not use excessive force when removing or attaching the rollers and document holding guide. Doing so many damage them.

# **Roller Replacement Cycle**

When the rollers have fed more than 100,000 pages, a roller replacement message appears on the computer. Purchase an exchange roller kit and replace the feeding roller and the retard roller.





- Rollers are consumable parts. When the rollers start to wear out, paper jams and misfeeds may occur more often. When this happens, purchase an exchange roller kit and replace the feeding roller and the retard roller.
- If misfeeds occur often, check the rollers for wear, and replace them if necessary before the message is displayed.
- Make sure to reset the counter after replacing the rollers (See "Resetting the Counter," on p. 98.).
- For information about the exchange roller kit (feeding roller, retard roller,) contact your local authorized Canon dealer or service representative.

# **Resetting the Counter**

After replacing the feed rollers, open the counter settings dialog box and reset the counter.

### **Under Windows**

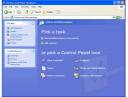
From the Windows task bar, click [Start]  $\rightarrow$  [Control Panel].

Internet My Documents My Recent Documents Cutlook Express 🔗 My Pictures 📢 MSN 👌 My Music Severites 🕟 Windows Media Playe 🚺 My Compute 🔏 Windows Messengi 🐶 Control Pane 🚱 Tour Windows XP Set Program Access and Defaults Rinters and Faxes Files and Settings Transfer 🕜 Help and Support P Search 🖅 Bun. HP Support All Programs 🖉 Log Off 🛛 🚺 Tym Off Compu 📇 start

Double-click [Printers and Other Hardware] in the working field  $\rightarrow$  click [Scanners and Cameras].

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	- D -
Second and Person	🚁 Produce and Other Reachmant
Manual and Internet Connections	🤗 are kannet
📸 hid ar kenner fregrans	Mary, Theo, Language, and Responsed Reduced
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Printers and Other Hardware

P Central Read							100
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Q == 1 · O · 🐉 🔎	iant 🕑 fi	ides 💷					
Growsland							2
Constant 2	Ċ.	家	10	100	- 65		
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See also	2	<u>چ</u>	Ø	1	300	10	
S Wedneslander	beend inc	Depley	Polder Optione	Panta	Gate	200(K) QNA Driver	
10 199 and Deport.	<b>2</b>	\$	Size.	6	۲	1	
	Address of the local division of the local d	Jaco .	(spinor)	Here	Partners Connectors	New Selar	
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	Scheduled Tests	2604Ty Center	Sounds and Justic Contemp	3544-D	79041	Tailbo and Bast News	
	92	6	4				
	BHF ACOURD	Nindowi Fermili	Nitelast Mitwoh 3rd				

#### **Control Panel (Classic View)**

If the Control Panel is displayed with the Category View, switch to Classic View.

3

😓 Scanners and Cameras	
File Edit View Favorites Tools Help	
😮 Back + 🐑 - 🏂 🔎 Search 🍋 Folders 💷 -	
Address 🌭 Scanners and Cameras	💌 🔁 Go
Imaging Tasks  CARCITER: STIC: USB CARCITER: S	
Other Places 🛞	
Cathol Panel  Control Panel  Control Panel  Physic Rocuments  Phy	
Details	

4

Right-click [CANON DR-2510C USB] or [CANON DR-2010C USB]  $\rightarrow$  click [Properties].

CANON DR-2510C USB Properties 🛛 🛛 🛛						
General	Events	Maintenance	Color Management			
>	CANO	N DR-2510C U	5B			
Manufa	cturer:	CANON				
	Model:	CANON DF	-2510C USB			
0	n Port:	\\.\Usbsca	n0			
9	Status:	Device Re-	ady			
	C	Test Scanner o	« Camera			
		01	Cancel	Apply		

1

5

### Click the [Maintenance] tab $\rightarrow$ [Reset].

INON D	R-2510	C USB Prope	erties	2 🛛	
General	Events	Maintenance	Color Management		
Total Se	anning		30050		
Current	Rollers :		30050	Reset	
Maximu	m length	for paper size :			
φs	tandard	(356 mm)			
C L	ong Doc	ument mode (1.)	000 mm)		
Photocsing speed may decrease when accuracy with paper line decleants net to Lang Occurrent mode. Incluring Document mode, if a document is loaded into the scoren acids. It may acid hon bit regists of the feeder bidscurrent are baded study? In this mode. In Long Document mode, document may suff damage because paper jain detection is delayed. Mala rule to talle ends ace and paper paper sime in the mode. Feed long documents in Manual Feed Mode.					
			Cancel	Apply	

6

Confirm that the counter for the selected roller is set to  $0 \rightarrow \text{click [OK]}$ .

### Under Mac OS X

### Start Image Capture.

To start Image Capture, click the hard disk icon (e.g. [Macintosh HD]), the [Applications] folder, and then the [Image Capture] icon.

- Click [Browse Devices] in the [Devices] menu.
- 3 Select the scanner you want to use, and select the [Use TWAIN software] check box.
  - Click [OK].
  - Click [DR-2510M TWAIN] in the [Devices] menu.
- 6 Click [Scan]. The settings screen for the scanner driver appears.
  - Click the (1) (information) button. The [Scanner Information] dialog box appears.



8 Click [Maintenance]. The [Maintenance] dialog box appears.

00	9	Maintenance
Rolle	r count :	563
Counter Reset :		Reset
Maxi	mum length for pa	aper size :
		Standard (356 mm)
		Long Document mode (1,000 mm)
<u>^</u>	size detection se - In Long Docum scanner askew, i suffer damage. M are loaded straig - In Long Docum because paper ja	red may decrease when scanning with paper t to Long Document mode. tent mode, if a document is loaded into the tray catch on both edges of the feeder and dake sure to take extra care that documents thi in this mode. nent mode, documents may suffer damage um detection is delayed. Make sure to take st oaper lams in this mode.

Click [Reset].

10 Click \varTheta to close the dialog box.

## **Removing/Attaching the Feeding Roller**

To remove or attach the feeding roller, follow the procedure below.

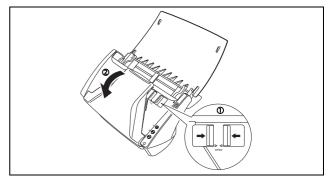
Use caution when removing or attaching the feeding roller. Using excessive force may cause damage or personal injury.

### **Removing the Feeding Roller**

Open the document feed tray (See p. 23).



Press the OPEN knob from both sides (), and pull the front unit out and downward to open it ().

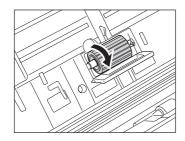




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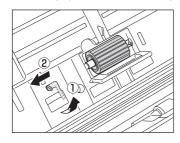


Open the roller cover on the main unit by placing your fingers in the grooves and pulling it down.



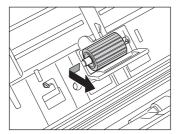


Lift up the roller fixing lever (①), and slide it to the left (②).



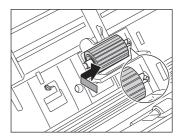
5

Remove the feeding roller by moving it to the left to detach it from its shaft, and pull it out of the slot.



### Attaching the Feeding Roller

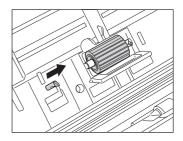
Insert the feeding roller into the slot inside the roller cover, and align the notch on the roller with the shaft on the main unit.





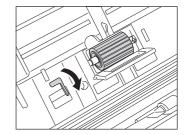
Contents

Slide the roller fixing lever to the right to lock the roller into the hole on the left of the feeding roller.



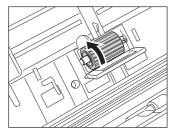


Push down the lever to lock the shaft of the feeding roller into place.



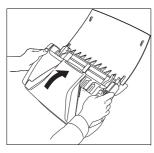


Close the roller cover. Make sure that the cover is completely closed by pushing until you hear a click.



5

Close the front unit by gently pushing it up on both sides until it clicks into place. Make sure that the front unit is completely closed by pushing until you hear a click.



## **Removing/Attaching the Retard Roller**

To remove or attach the retard roller, follow the procedure below.

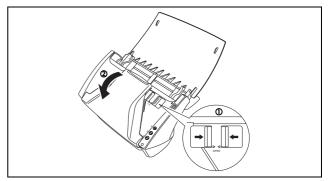
CAUTION

Use caution when removing or attaching the retard roller. Using excessive force may cause damage or personal injury.

### **Removing the Retard Roller**

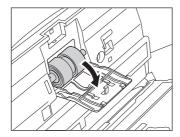
- Open the document feed tray (See p. 23).
- 2

Press the OPEN knob from both sides (O), and pull the front unit out and downward to open it (O).



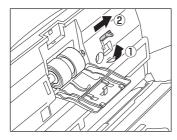
3

Grasp the ends of the roller cover inside the front unit and pull it down to open it.



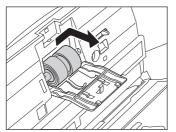


Lift up the roller fixing lever (D), and slide it to the right (D).



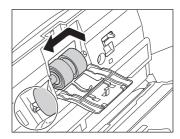
5

Remove the retard roller by moving it to the right to detach it from its shaft, and pull it out.



### Attaching the Retard Roller

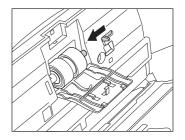
Insert the retard roller into the slot inside the roller cover, and align the notch on the roller with the shaft on the front unit.





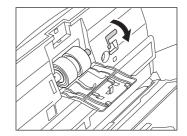
Contents

Slide the roller fixing lever to the left to lock the roller into the hole on the left of the retard roller.



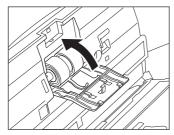


Push down the lever to lock the shaft of the feeding roller into place.



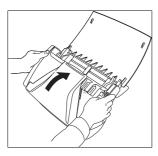


Close the roller cover. Make sure that the cover is completely closed by pushing until you hear a click.



5

Close the front unit by gently pushing it up on both sides until it clicks into place. Make sure that the front unit is completely closed by pushing until you hear a click.



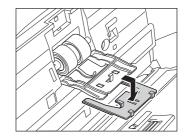
### **Removing/Attaching the Document Holding Guide**

To remove or attach the document holding guide, follow the procedure below.

Use caution when removing or attaching the document holding guide. Using excessive force may cause damage or personal injury.

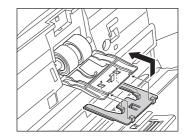
### **Removing the Document Holding Guide**

Open the roller cover, and slide the document holding guide backwards to remove it.



### Attaching the Document Holding Guide

Fit the hooks (four) of the document holding guide onto the roller cover, and slide the document holding guide forwards to attach it.



# **Chapter 8 Troubleshooting**

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# **1. Common Problems and Solutions**

This section provides recommended solutions to common problems. If you have a problem that is not solved by the following, contact your local authorized Canon dealer.

Problem 1 Solutions	<ul> <li>The scanner will not turn on.</li> <li>(1) Confirm that the power switch is set correctly.</li> <li>(2) Confirm that the AC adapter is plugged firmly into a power outlet.</li> <li>(3) When the power switch is in the AUTO position, the scanner only turns on when the computer is on.</li> </ul>
Problem 2 Solutions	<ul> <li>The scanner is not recognized.</li> <li>(1) Confirm that the scanner is properly connected to the computer with a USB cable.</li> <li>(2) Confirm that the scanner is turned on. See the previous problem (1) if the scanner does not turn on.</li> <li>(3) The computer's USB interface may not support the scanner. The scanner cannot be guaranteed to work with all USB interfaces.</li> <li>(4) Confirm that the supplied USB cable is used to connect the scanner to the computer. The scanner cannot be guaranteed to work with all available USB cables.</li> <li>(5) If the scanner is connected to the computer via a USB hub, try removing the hub and connecting directly to the computer.</li> </ul>
Problem 3 Solutions	<ul> <li>Documents feed askew (scanned images are slanted).</li> <li>(1) Align the document guides to fit the documents as closely as possible, and load the documents so that they feed straightly.</li> <li>(2) Enable the [Deskew] scanner driver setting.</li> <li>(3) If many pages have been scanned since roller cleaning, clean the rollers. If documents still feed askew, roller replacement or other maintenance may be needed. See Chapter 7 Maintenance for roller replacement procedures.</li> </ul>

Problem 4 Solutions	Both sides are not scanned even when the Duplex scanner driver setting is enabled. In CaptureOnTouch or CapturePerfect 3.0, executing a job for which single-sided (simplex) scanning is registered will always result in simplex scanning, regardless of scanner driver settings. For example, if [Simplex] is selected under the [Scanner setting] tab of the [Job Register] dialog box in CaptureOnTouch, scanning will always be single-sided for that job. Even if you configure scanner driver settings from [Scan Batch to File] under the [Scan] menu in CapturePerfect 3.0, a job will always be performed according to its registered settings. To perform duplex scanning, either change the job setting or create another job for duplex scanning.	Problem 8 Solutions Problem 9 Solutions	
Problem 5 Solutions	If white lines or streaks appear in scanned images. Clean both sides of the scanner glass, and the rollers (both rubber and metal). If a sticky substance such as glue or correction fluid is found, carefully wipe with just enough pressure to clean the area where the lines appear. If the problem cannot be solved by cleaning, the internal glass may be scratched. Contact your local authorized Canon dealer.		
Problem 6 Solutions	<b>Pages are missing.</b> When the scanner driver's [Scanning Side] setting is [Skip Blank Page], documents with very little black may be unintentionally skipped. Select another scan mode setting such as [Simplex] or [Duplex], or decrease the [Ratio of black pixels]. If pages are skipped due to the document double feeding, see "Problem 7 Documents jam (or double-feed)".	Problem 10 Solutions Problem 1 Solutions	
Problem 7 Solutions	<ul> <li>Documents jam (or double-feed).</li> <li>(1) Confirm that the roller is installed in the scanner according to the Setup Guide page inserted in Reference Guide. The roller is not installed in the scanner when shipped, and proper feeding is not possible until it is installed. If the roller has been installed correctly, clean it if necessary.</li> </ul>		

- (2) Proper scanning may not be possible when document pages stick together due to static electricity. Fan the documents before you load them.
- (3) Set the feed selection lever to ↓ (Bypass), and manually feed the scanner one page at a time.

#### Problem 8 Scanned images are saved in TIFF instead of JPEG format.

tions When the scanner driver's [Mode] setting is [Auto Color Detection], documents detected as black and white (binary) are automatically saved as TIFF images, regardless of document settings. This occurs because JPEG format does not support black and white binary format images. If you want to save all images in JPEG format, change the scanning [Mode] to either [Color] or [256-level Gray].

#### roblem 9 Each scanned image of a multi-page document is saved as a oblutions separate document.

- With CaptureOnTouch, you can scan multiple pages into one image file when TIFF or PDF file format is selected. To do this, select [File type], click the [Detail Settings] button, and select [Save all pages as one file] in the displayed dialog box.
- When you select [Scan Batch to File] from the [Scan] menu in CapturePerfect, a dialog box appears with a pull-down menu at the bottom that allows you to select [Single Page], [Multi Page (All Pages)], or [Multi Page (Specified Pages)]. If you select [Single Page], each page of a multi-page document is saved as a separate image file. To save multiple pages to a single image file, select [Multi Page (All Pages)] or [Multi Page (Specified Pages)].

#### Problem 10 Documents feed, but no scanned images are saved.

olutions When Panel-Feeding is selected as the feeding method on the scanner driver's setting screen, after a document is fed, scanning does not occur until the scan button is clicked on the scan panel.

# Problem 11Scanned images of multiple pages cannot be saved in a singleSolutionsJPEG or BMP (PICT) file.

Multiple scanned images cannot be saved in a single JPEG or BMP (PICT) file. Save the images in either TIFF or PDF format.



# 2. Software Troubleshooting

This section describes troubleshooting problems and solutions for operating the supplied software (CaptureOnTouch and CapturePerfect).

### If scanning is too slow

- (1) Close other running programs, if any.
- (2) Scanning can be slowed down by memory shortage caused by memoryresident applications such as anti-virus programs. Close such memory-resident programs if necessary to free up memory space.
- (3) When insufficient hard disk space is available, the scanner may be unable to create the necessary temporary files for scanned data. Delete unneeded data on the hard disk to free up more space.
- (4) Scanning is slow if the computer's USB port is not Hi-Speed USB 2.0 compliant.
- (5) If using a common USB cable that is not Hi-Speed USB 2.0 compliant, replace the cable with the supplied compliant cable.
- (6) When the scanner is connected to the computer via a USB hub that is not Hi-Speed USB 2.0 compliant, remove the hub and connect the scanner directly to the computer.

### If scanned image files cannot be opened in an application

- (1) Scanned images saved as multi-page TIFF files can be opened only by programs that support this file format.
- (2) Images saved as compressed TIFF files (single- as well as multi-page) can only be opened by programs that support the compressed format. This can occur with programs that are not compatible with CaptureOnTouch or CapturePerfect. In this case, select "None" as the image file compression format before scanning.

## If CapturePerfect cannot open some PDF files

Some PDF files created by non-Canon programs cannot be opened by CapturePerfect.

# 3. Q & A (Useful tips)

Here are some useful tips for scanning documents.

# Where are scanned images saved? Can the save destination be changed?

Images are saved to the following locations, according to program settings. All destination locations can be changed to other folders.

### CaptureOnTouch

- For Scan First scanning, files are saved in the folder specified on the Output Settings screen.
- For selected job scanning, files are saved in the folder specified on the [Output settings] tab during job registration.

### CapturePerfect

- During normal scanning operations such as single-page scanning, the image file save destination can be specified each time scanning is performed.
- When scanning using a registered job, files are saved to the folder specified by the job settings.

#### How are scan settings performed? CaptureOnTouch

- For Scan First scanning, click [Scanner setting] on the first (main) screen to display available scan settings.
- For selected job scanning, settings are available on the [Scanner setting] tab when registering the job.

### CapturePerfect

- For normal scanning, click [Scanner Setting] from the [Scan] menu to open the scanner driver setting screen, and make settings there.
- Scan job settings are made for each job.

## How do I save multiple pages in one file, or save one file per page?

When scanned images are saved in BMP (PICT) or JPEG format, each image is always saved in a separate file.

When scanned images are saved in PDF or TIFF format, you can specify multi- or single-page files. See also item 8 in section 1, "Common Problems and Solutions".

### Can I copy or back up scanner setting configurations? CaptureOnTouch

Scanner settings are backed up with other setting contents as Environment settings. See also the following question, "Can I copy or back up CaptureOnTouch settings?".





#### CapturePerfect

Scanner setting configurations cannot be copied or backed up in CapturePerfect.

### Can I copy or back up CaptureOnTouch settings?

Click the [Environ. Settings] button to display the [Environmental settings] dialog box, where setting configurations can be backed up and restored using [Backup/ Restore] on the [Basic settings] tab.

# What rules apply to scanned image file names? CaptureOnTouch

Scanned image file names are constructed according to the settings in the [File name settings] dialog box. This dialog box appears when you click the [File name settings] button on the Scan First output settings screen, and on the [Output settings] tab on the [Register new job] screen.

Scanned image file names are constructed partly or wholly according to the following three settings in the dialog box.

Setting	Description
File name	Any specified text string to be included in the file name.
Add date and time	Appends the date and time to file names. Select the date format from the list box. YYYY = year, MM = month, and DD = day of month. The time is appended after the date.
Add counter to file names	Append serial numbers in the order of scanned image saving. Specify the number of digits and starting number.

A sample file name is displayed as the [File name] in the [File name settings] dialog box.

### How do I scan half-folded documents (folio scanning)?

Fold the document in half, and set it in the scanner with the fold at the right. Specify half-size document (the size after folding) as the scanner setting, then scan. (See p. 27.)

### How can I skip blank pages, and scan only non-blank pages?

Specify [Skip Blank Page] on the scanner driver setting screen, then scan.

#### How do I scan cards?

Set a card in landscape orientation in the scanner. Specify the same size as the card (or Auto-detection), then scan. (See p. 26.)

### Is it possible to add or insert images in a scanned image file?

CapturePerfect includes a function to add or insert pages in scanned image files. Refer to the CapturePerfect Operation Guide for details.

### How do I paste OCR results from CapturePerfect into Excel or Word?

After scanning with OCR recognition enabled in CapturePerfect, click [Modify Barcode/OCR] in the [Edit] menu to open the [Modify Barcode/OCR] dialog box, where you can copy the text in the [OCR Characters] box. Alternatively, PDF files that were scanned with OCR enabled can be opened with an application such as Acrobat, where the desired text can be copied.

### How do I load and scan documents with mixed sizes?

Before scanning, set the [Page Size] to [Auto-detection] on the scanner driver setting screen. (See p. 67.)

### What's the best way to scan business cards or photos?

Before scanning, set the [Page Size] to [Auto-detection] on the scanner driver setting screen. Alternatively, register the size of the cards or photos to be scanned. (See p. 74.)

#### How do I print scanned data? CaptureOnTouch

- For Scan First scanning, select [Print] on the Output Method selection screen.
- For selected job scanning, select [Print] as the [Output method] when registering the job.

#### CapturePerfect

Scan using the scan batch print function. Alternatively, register a job with a printer selected as the output destination.

How do I save scanned data in a shared folder?

### How do I save scanned data in a share folder? CaptureOnTouch

- For Scan First scanning, select [Save to folder] on the output method selection screen, and specify the shared folder as the save destination on the Output Setting screen.
- For selected job scanning, select "Save as file" as the [Output method] when registering the job and specify the shared folder as the save destination on the [Output settings] tab.

#### CapturePerfect

Scan using Scan Batch file (or Scan Single Page) setting. Alternatively, register a job with the output destination as a file, and set the save destination to the shared folder.

# How can I attach scanned data to an e-mail (or send it as e-mail)? CaptureOnTouch

- For Scan First scanning, select [Attach to E-mail] on the output method selection screen.
- For selected job scanning, select "Attach to E-mail" as the [Output method] when registering the job.

### CapturePerfect

Scan using the Scan Batch to Mail function. Alternatively, register a job with the output destination as e-mail.

# 4. Uninstalling the Software

If the ISIS/TWAIN driver, CaptureOnTouch, or CapturePerfect 3.0 are not operating normally, follow the procedure below to uninstall them. Then, re-install the software from the Setup disc (See "Installing the Software," on p. 13 and "Software Installation (Mac OS X)," on p. 16).

# Uninstalling on Windows



1

Log on to Windows as an Administrator.

My Documents	
My Recent Documents >	
🤌 My Pictures	
赺 My Music	
🔆 Fgvorites 🔹 🔸	
😼 My Computer	
🐶 Control Panel	
Set Program Access and Defaults	
Second Printers and Passes	
🕜 Help and Support	
Dearch	
🖅 Bun	
HP Support	
	<ul> <li>My Pickares</li> <li>My Pickares</li> <li>My Nuiki:</li> <li>My Computer</li> <li>My Comput</li></ul>



#### Double-click [Add or Remove Programs].



The [Add or Remove Programs] dialog box appears.

🐻 Add or Re	move Programs			
5	Currently installed programs:	Show upgates	Sort by: Name	~
Capanga or Resource Add Igan Programs Add Igan Programs Add Igan Set Program Action Components Set Argaram Actions Defaults	Currently related programs: Currently relations association for the second of the se	Show upgates	gort by itene See Used Last Used On Size Size	11.6948 tately

### Uninstalling the ISIS/TWAIN Driver and CaptureOnTouch

From the Programs list, click [Canon DR-2510C Driver] / [Canon DR-2010C Driver] (or [DR-2510C CaptureOnTouch] / [DR-2010C CaptureOnTouch])  $\rightarrow$  click [Remove].

🐞 Add or Rei	move Programs			
5	Currently installed programs:	Show upgates	Sort by: Name	~
Add Jeen Programs Add Jeen Programs Add Jeen Programs Add Jeen Programs Add Jeen Programs Add Program Access and	Control Contro	Show upgates	Size Used Last Used On Size Size	11.69M8 carely
Defaults				

The delete confirmation screen appears.

Click [Yes] in the [DR-2510C Setup] / [DR-2010C Setup] dialog box.



### Click [Finish].

Contents

1

2

3





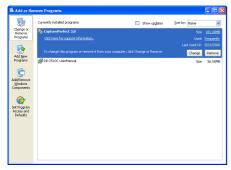
1

2

3

### Uninstalling CapturePerfect 3.0

From the Programs list, click [CapturePerfect 3.0]  $\rightarrow$  [Remove].



The delete confirmation screen appears.

Click [Yes] in the [CapturePerfect 3.0 Setup] dialog box.



#### Click [Finish].



## Uninstalling on Mac OS X

No uninstaller is provided for Mac OS X drivers. To uninstall, use Finder to delete the following files.

#### **Scanner Driver:**

/Library/Image Capture/TWAIN Data Sources/DR2510M.ds /Applications/Canon DR-2510M

### CaptureOnTouch:

/Library/Receipts/DR-2510M Driver.pkg /Library/Receipts/DR-2510M CaptureOnTouch.pkg



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# **Specifications**

# **Specifications**

#### Main Unit

Type Scanning Document Size	Desktop sheetfed scanner		
Plain Paper			
Size	Width: 1.97" to 8.5" (50 mm to 216 mm) Length: 2.12" to 14.02" (53.9 mm to 356mm)*		
Paper weight: (Page separation mode)	14 to 32 lb bond (52 to 128 g/m <sup>2</sup> ) 0.0024" to 0.0059" (0.06 mm to 0.15 mm)		
Paper weight: (Bypass mode)	11 to 42 lb bond (40 to 157 g/m <sup>2</sup> ) 0.002" to 0.0079" (0.05 mm to 0.20 mm) *You can scan documents up to 39.2" (1000 mm) long by setting the scanner to the Long Document mode. (See "Setting the Long Document Mode," on p. 32.)		
Business Card Size Paper weigh			
Card Size			
Card thickness Orientation			
Document Feeding Method	Automatic		
Scanning Sensor	Contact image sensor		
Light Source	LED		
Scanning Side	Simplex/Duplex		
Scanning Modes	Black and White, Error Diffusion, 256-level Grayscale, Advanced Text Enhancement (only for Windows), Advanced Text Enhancement II, 24-bit Color		
Scanning Resolution (Primary Scan Lines x Secondar Scan Lines)	100 x 100dpi/150 x 150dpi/200 x 200dpi/ 240 x 240dpi/300 x 300dpi/400 x 400dpi/ 600 x 600dpi		
Scanning Speed (Conditions: Pentium 4 3.2 GHz CPU/Core 2 Duo 2.4 GHz, 1 GB memory, LTR/A4 document size)			
Black and White Simple	x 200 x 200 dpi 25 pages/min.(DR-2510C/DR-2510M), 20 pages/min.(DR-2010C/DR-2010M)		
	300 x 300 dpi 25 pages/min.(DR-2510C/DR-2510M), 20 pages/min.(DR-2010C/DR-2010M)		

Duplex	200 x 200 dpi	50 images/min.(DR-2510C/DR-2510M), 40 images/min.(DR-2010C/DR-2010M)
	300 x 300 dpi	50 images/min.(DR-2510C/DR-2510M), 40 images/min.(DR-2010C/DR-2010M)
Grayscale Simplex	200 x 200 dpi	25 pages/min.(DR-2510C/DR-2510M), 20 pages/min.(DR-2010C/DR-2010M)
	300 x 300 dpi	25 pages/min.(DR-2510C/DR-2510M), 20 pages/min.(DR-2010C/DR-2010M)
Duplex	200 x 200 dpi	50 images/min.(DR-2510C/DR-2510M), 40 images/min.(DR-2010C/DR-2010M)
	300 x 300 dpi	50 images/min.(DR-2510C/DR-2510M), 40 images/min.(DR-2010C/DR-2010M)
24-bit Color Simplex	100 x 100 dpi	25 pages/min.(DR-2510C/DR-2510M), 20 pages/min.(DR-2010C/DR-2010M)
	200 x 200 dpi	25 pages/min.(DR-2510C/DR-2510M), 20 pages/min.(DR-2010C/DR-2010M)
Duplex	100 x 100 dpi	50 images/min.(DR-2510C/DR-2510M), 40 images/min.(DR-2010C/DR-2010M)
	200 x 200 dpi	50 images/min.(DR-2510C/DR-2510M), 40 images/min.(DR-2010C/DR-2010M)
Interface	Hi-Speed USB 2.0	
Other Functions	Auto documen	t thickness adjustment, folio scanning
External Dimensions	11.7" x 6.3" x 6.3" (W x D x H) 298mm x 160mm x 160mm (W x D x H)	
Maximum External Dimensions	11.7" x 6.3" x 6 298mm x 160r	5.3" (W x D x H) mm x 160mm (W x D x H)
(with Document Feed Tray and Eject Tray Open)	298mm x 160r 11.7" x 19.5" x	5.3" (W x D x H) mm x 160mm (W x D x H) 9.8" (W x D x H) mm x 245mm (W x D x H)
(with Document Feed Tray and	298mm x 160r 11.7" x 19.5" x 298mm x 490r	mm x 160mm (W x D x H) 9.8" (W x D x H)
(with Document Feed Tray and Eject Tray Open)	298mm x 160r 11.7" x 19.5" x 298mm x 490r Approximately	mm x 160mm (W x D x H) 9.8" (W x D x H) mm x 245mm (W x D x H) 5.3 lb (2.4 kg).
(with Document Feed Tray and Eject Tray Open) Weight (without AC adapter)	298mm x 160r 11.7" x 19.5" x 298mm x 490r Approximately DC 16 V, 1.0 A Scanning: Max	mm x 160mm (W x D x H) 9.8" (W x D x H) mm x 245mm (W x D x H) 5.3 lb (2.4 kg).
(with Document Feed Tray and Eject Tray Open) Weight (without AC adapter) Power Supply (using AC adapter)	298mm x 160r 11.7" x 19.5" x 298mm x 490r Approximately DC 16 V, 1.0 A Scanning: Max In the Sleep m 1.9 W)	mm x 160mm (W x D x H) 9.8" (W x D x H) mm x 245mm (W x D x H) 5.3 lb (2.4 kg). kimum 16 W
(with Document Feed Tray and Eject Tray Open) Weight (without AC adapter) Power Supply (using AC adapter)	298mm x 160r 11.7" x 19.5" x 298mm x 490r Approximately DC 16 V, 1.0 A Scanning: Max In the Sleep m 1.9 W)	mm x 160mm (W x D x H) 9.8" (W x D x H) mm x 245mm (W x D x H) 5.3 lb (2.4 kg). kimum 16 W ode: Maximum 1.8 W (AC 220-240 V: vitch OFF: Maximum 0.5 W
(with Document Feed Tray and Eject Tray Open) Weight (without AC adapter) Power Supply (using AC adapter) Power Consumption	298mm x 160r 11.7" x 19.5" x 298mm x 490r Approximately DC 16 V, 1.0 A Scanning: Max In the Sleep m 1.9 W) With power sw Not more than	mm x 160mm (W x D x H) 9.8" (W x D x H) mm x 245mm (W x D x H) 5.3 lb (2.4 kg). kimum 16 W ode: Maximum 1.8 W (AC 220-240 V: vitch OFF: Maximum 0.5 W

### AC Adapter (100 to 240 V type)

Model Number	MG1-4315
Input	AC 100 to 240 V, 50/60 Hz, 65 VA to 82 VA
Output	DC 16 V, 1.8 A
Weight	Approximately 0.3 kg (including power cord)

### **Replacement Parts**

#### Exchange roller kit (product code: 2445B001)

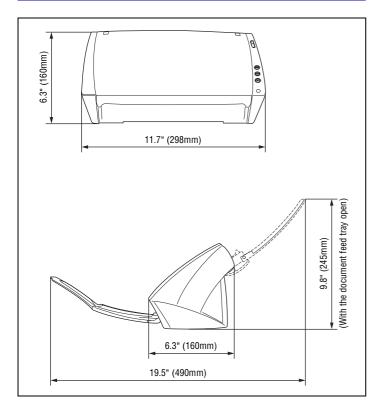
Kit to replace the rollers (retard roller, feeding roller) and document holding guide.

- For information on replacing the rollers, see "Removing/Attaching the Feeding Roller," on p. 101. and "Removing/Attaching the Retard Roller," on p. 103.
- For information on replacing the document holding guide, see "Removing/ Attaching the Document Holding Guide," on p. 105.
- Contact your local authorized Canon dealer or service representative for detailed information about the replacement parts.

Product specifications are subject to change without notice.



### **External Dimensions**



### FCC REGULATIONS (For 120 V model)

Document Scanner, Model M11065/M11064/M11074/M11073

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1)

This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

**Note:** 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 instructions, 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 the following 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 help.

Use of shielded cable is required to comply with class B limits in Subpart B of Part 15 of FCC Rules.

Do not make any changes or modifications to the equipment unless otherwise specified in the manual. If such changes or modifications should be made, you could be required to stop operation of the equipment.

Canon U.S.A. Inc.

One Canon Plaza, Lake Success NY 11042, U.S.A. Tel. No. (516)328-5000

#### **RADIO INTERFERENCE REGULATIONS (For 120 V models)**

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the Interference-causing equipment standard entitled "Digital Apparatus", ICES-003 of the Industry Canada.

### RÈGLEMENT SUR LE BROUILLAGE RADIOÉLECTRIQUE (For 120 V models)

Cet appareil numérique respecte les limites de bruits radioélectriques applicables aux appareils numériques de Classe B prescrites dans la norme sur le matériel brouilleur: "Appareils Numériques", NMB-003 édictée par l'Industrie Canada.

#### European Union (and EEA) only.



This symbol indicates that this product is not to be disposed of with your household waste, according to the WEEE Directive (2002/96/ EC) and your national law. This product should be handed over to a designated collection point, e.g., on an authorized one-for-one basis when you buy a new similar product or to an authorized collection site for recycling waste electrical and electronic

equipment (EEE). Improper handling of this type of waste could have a possible negative impact on the environment and human health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, waste authority, approved WEEE scheme or your household waste disposal service. For more information regarding return and recycling of WEEE products, please visit www.canon-europe.com.

(EEA: Norway, Iceland and Liechtenstein)

#### MODEL NAMES

Model DR-2010C is identical to model M11065. Model DR-2010C is the sales name of model M11065. Model DR-2510C is identical to model M11064. Model DR-2510C is the sales name of model M11064. Model DR-2010M is identical to model M11074. Model DR-2010M is the sales name of model M11074. Model DR-2510M is identical to model M11073. Model DR-2510M is the sales name of model M11073.

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