

Canon

**Canon Color Image Scanner
CanoScan N670U/N676U/N1240U**

Product Guide



Use of a shielded cable with the ferrite core(s) provided with the scanner is necessary to comply with the technical requirements of the EMC Directive.

Warning

When you use this product, you should pay attention to the following legal issues:

- Scanning of certain documents, such as bank notes (bank bills), government bonds and public certificates, may be prohibited by law and may result in criminal and/or civil liability.
- You may be required under law to obtain authorization from a person possessing copyrights or other legal rights to the item being scanned.

If you are uncertain of the legality of scanning any particular item, you should consult your legal adviser in advance.

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Handling and Care of the Scanner

This section describes the general precautions for using the scanner. Please be sure to read each section for safe handling and operation.

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Safety Precautions

Please read and take note of the following precautions before using the equipment.

WARNING

Indicates a warning concerning operations that may lead to death or injury to persons if not performed correctly. In order to use the equipment 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. In order to use the equipment safely, always pay attention to these cautions.

About Locations

WARNING

- Do not place the equipment near flammable liquids such as alcohol or thinners. If the internal electrical parts come in contact with flammable liquids, fire or electrical shock may result.
- Do not place the following objects on top of the equipment. If the internal electrical parts come in contact with these objects, fire or electrical shock may result.

- metallic objects, such as necklaces
- containers with liquid, such as cups, vases and flower pots

If any of these objects or liquids enter the equipment, immediately unplug the USB cable and contact your retailer or Canon Customer Support Help Desk.

CAUTION

- Do not place the equipment in the following areas. Fire or electrical shock may result.
 - Areas with high humidity
 - Areas subject to direct sunlight
 - Areas with high temperatures
 - Areas near flame sources
- Do not place the equipment on shaky stands, unstable surfaces or surfaces subject to frequent vibrations. If the equipment falls, it may cause injuries.
- Do not place heavy objects on the equipment. Objects may fall and cause injuries.

About the Power Supply

WARNING

- Do not damage, mutilate or modify the USB cable. Do not place heavy objects on, pull or excessively bend the USB cable. Damaged wires may cause fire or electrical shock.
- Do not twist or tie the USB cable together. Fire or electrical shock may result.
- Always plug the USB cable in all the way. If it is not plugged in completely, fire or electrical shock may result.

General Handling Precautions

WARNING

- Do not take apart or modify the equipment. Fire or electrical shock may result from improper handling of its components.
- If you hear unusual noises, see smoke, feel excessive heat or smell anything unusual, immediately unplug the USB cable and contact your retailer or Canon Customer Support Help Desk. Continued use may result in fires or electrical shock.
- Do not use flammable sprays near this equipment. Also do not spill water, liquids, or flammable liquids on the equipment. If these fluids enter this equipment and contact the electrical parts, fire or electrical shock may result. If anything enters the equipment, immediately unplug the USB cable and contact your retailer or Canon Customer Support Help Desk.
- When cleaning the equipment, always unplug the USB cable. Otherwise, fire or electrical shock may result.
- When cleaning the equipment, use a water-moistened cloth that is well wrung out. Do not use flammable liquids, such as alcohol, benzene or thinners. If a flammable liquid enters the inner electrical parts, fire or electrical shock may result.

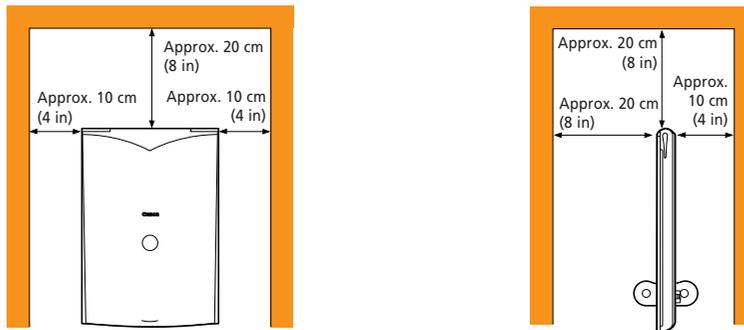
CAUTION

- Carefully close the document cover in order not to pinch your hands.
- Do not press heavily on the document glass or the document cover. The document glass may break and injure you.
- Do not bump or drop a heavy book or object on the document glass. The document glass may break and injure you.
- When not in use for extended periods, such as long weekends, unplug the USB cable for safety.
- When transporting the equipment, be extremely careful. Dropping it could cause an injury.
- Wait until the equipment has cooled before placing a cover over it. Otherwise fire may result.
- Do not use the supplied CD-ROM in regular CD players. It produces excessively loud sound that may cause hearing damage.

Setup and Operating Conditions

- Please use in an area where the following temperature and humidity conditions can be met.
Surrounding temperature:
5 degrees - 35 degrees C (41 degrees - 95 degrees F)
Surrounding humidity:
10% - 90% RH (without condensation)
- Make certain there is plenty of clear space around the scanner.

Looking straight down on the scanner



Scanner in a vertical position

- Set up the scanner so that the cable reaches from the scanner to the electrical outlet.
- Do not set up in areas where there is an excessive fluctuation in temperature. Also do not move the equipment from low temperature areas to high temperature areas. Condensation may cause image errors. Leave the scanner enough time to gradually adapt to the new conditions before use.
- Do not use the scanner in areas subject to direct sunlight. The humidity may rise inside the equipment and cause damage or decrease image quality. If you have to use the scanner in direct sunlight, make sure to use a thick curtain to block the light.

Before Transporting the Scanner

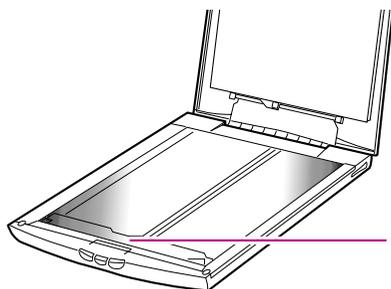
Always lock the scanning unit by pushing the lock switch toward the lock mark before moving or transporting the scanner.

1. Disconnect the USB cable from the computer.

2. Confirm the position of the scanning unit.

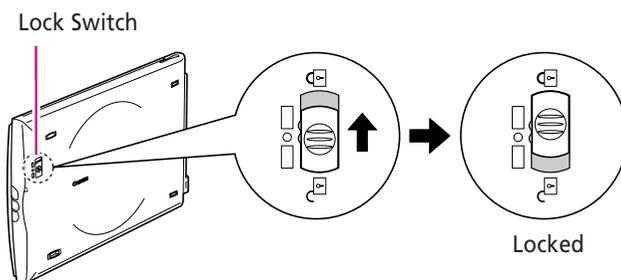
Open the document cover, and confirm that the scanning unit is at the front of the scanner. If it has not returned, follow the procedures below to return the scanning unit to the home position.

- 1 Ensure that there are no items on the document glass (platen).
- 2 Turn on the computer.
- 3 Close the document cover, and connect the USB cable to the computer.
- 4 Start ScanGear CS-U and click the [Preview] button.
- 5 Confirm that the scanning unit has completely returned to the front of the scanner.
- 6 Disconnect the USB cable.



Scanning Unit
Confirm that the scanning unit is in this position

3. Lock the scanning unit by pushing the lock switch toward the lock mark (🔒).



WARNING • Carrying or transporting the scanner without locking the scanning unit may damage it. Be particularly careful to lock the scanning unit when transporting the scanner in a vehicle.

Care and Maintenance

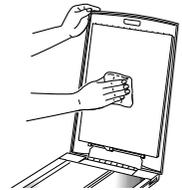
Clean off the dirt and dust that adheres to the exterior, document glass and document cover of the scanner during the course of ordinary operation using the following procedures.

1. **Disconnect the USB cable from the computer.**
2. **When cleaning the document cover or document glass, dampen a clean, soft cloth with water and wring the cloth well. Use the well-wrung cloth to gently remove dirt and dust. Then, thoroughly remove any moisture or water vapor with a soft, dry cloth. Be particularly careful to remove any traces of dirt or liquid when wiping the document glass.**
 - Moisture left on the document glass or cover may damage photographs and other documents as well as produce poor results.
 - Do not dampen the connectors, ports or other metallic components on the scanner's back panel. Immediately remove any moisture that contacts these components by wiping them with a dry cloth.
 - Do not use a sodden cloth or apply a liquid directly to any portion of the scanner. Any moisture that enters the interior, the underside of the document glass or the sensors may degrade image quality and lead to malfunctions.
 - Never use substances containing alcohol, thinners or benzene on the equipment. Use of these substances may deform, discolor or dissolve the casing.

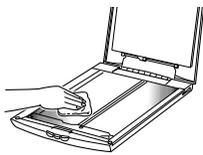
Outer Casing



Document Cover



Document Glass



Never use substances containing alcohol, thinners or benzene to clean the equipment.

WARNING

- *Do not press heavily on the document glass when cleaning. The document glass may break and injure you.*

Guide to the Software

This section introduces to the software programs bundled with the scanner. For detailed instructions of each program, please read the respective PDF manuals contained in the CD-ROM.

The screen shots in this manual are taken from the Windows platform, unless otherwise noted.

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ScanGear CS-U

ScanGear CS-U is the specialized driver software that allows you to scan and load images from the scanner. It cannot be used as a stand-alone program. And must be started within an application program.

Simple Mode

All you need to do is selecting the Image Type to scan immediately at the optimal settings.

Image Type

Toolbar

Adjust images easily with the zoom, rotate and auto crop buttons, etc.

Preview Button

Previews items and displays the results in the preview area.

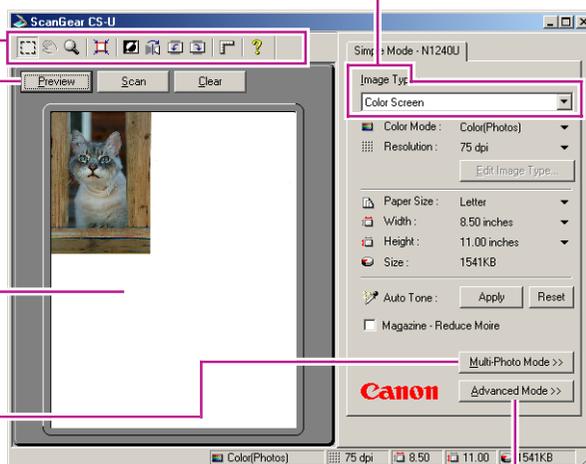
Preview Area

Displays the preview image. Use it to select a scan area or adjust the image.

Multi Photo Mode

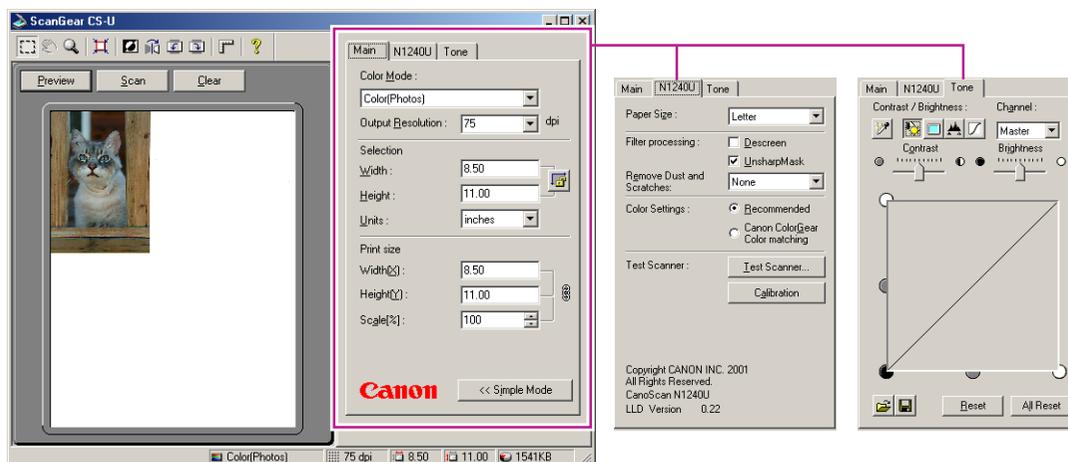
Scans several photos at once and opens individually in the application window.

Simple Mode/Advanced Mode Switching Button



Advanced Mode

Set the Color Mode and Output Resolution to scan. Image brightness, contrast and color balance can be fine-tuned.



- **NOTE** ● For details, please refer to the ScanGear CS-U User's Guide (electronic manual).

ScanGear CS-U Features

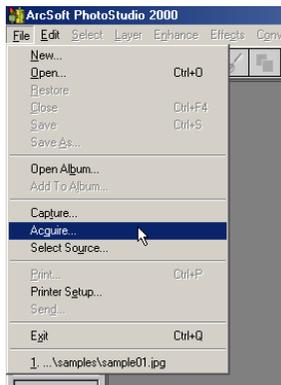
- Scan with the optimal settings just by selecting the Image Type to suit your purposes in the Simple Mode
- Adjust various settings, such as the color mode, color balance and brightness, in the Advanced Mode
- Initiate various functions with the single press of a toolbar button
- See the image clearly in the large, easy-to-see preview area

Starting ScanGear CS-U

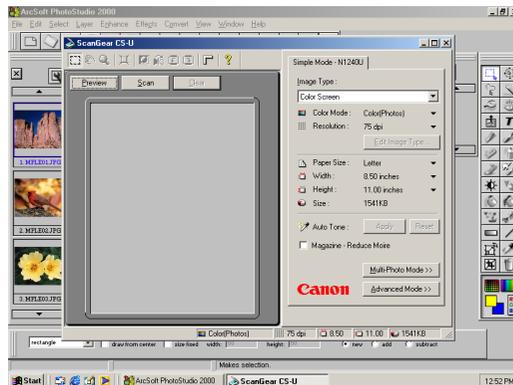
Select ScanGear CS-U as a TWAIN driver (Windows) or plug-in (Macintosh) from PhotoStudio, PhotoBase or other compliant application programs. Please refer to each program's manual for the correct procedure since it varies between programs.

- ScanGear CS-U is not a stand-alone program that can be started by itself. It is used as a TWAIN driver (Windows) or plug-in (Macintosh). Start the application program first, then start ScanGear CS-U from the program. The images scanned while both programs are running will be directly loaded into the application program.

Windows

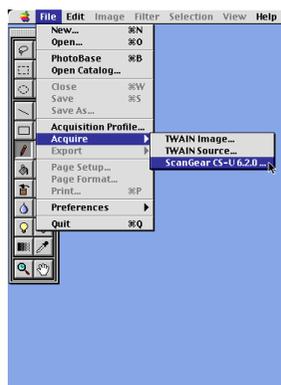


Start the TWAIN driver from the application program.

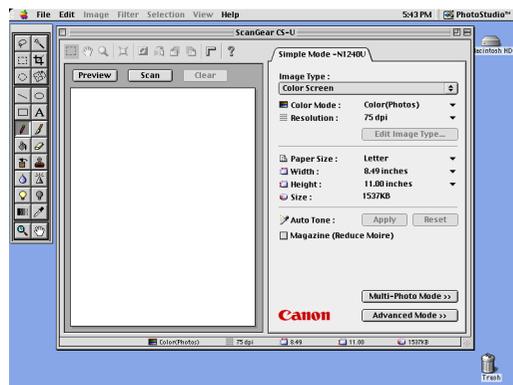


ScanGear CS-U works as a TWAIN driver on top of the application program's window.

Macintosh



Start the plug-in from the application program.



The plug-in operates in the application program window.

ScanGear Toolbox

ScanGear Toolbox is a convenient program used to scan images, copy (print), attach images to e-mail messages, or save images in a few simple steps.

ScanGear Toolbox Toolbar



Copy Button — Scans an image and sends it to a printer.

Mail Button — Scans an image and attaches it to an e-mail.

OCR Button — Scans newspaper, magazine or book content, for converting into text for a word processor.

Save Button — Scans and saves images.

Scan (1-3) Buttons — Scans images and sends to a linked application program.

Settings Button — For setting the scanner preferences.

- **NOTE** ●
 - The OCR and Scan 1-2 buttons are automatically set to OmniPage, PhotoBase and PhotoStudio respectively, if all the application programs are installed from the CanoScan Setup Utility CD-ROM.
 - To use the copy (print) function, the printer must be connected and on-line and its printer driver must be installed on the computer.
 - To use the e-mail function, a MAPI-compliant (Messaging Application Programming Interface) program, such as Microsoft Outlook, Microsoft Outlook Express or Eudora, must be installed and enabled. (for Windows)

How to Use ScanGear Toolbox

Starting ScanGear Toolbox

Windows

- Click the [Start] button on the Windows taskbar and select [Programs], [Canon ScanGear Toolbox 3.0] and [ScanGear Toolbox 3.0].

Macintosh

- Open the [ScanGear Toolbox] folder and double-click the [ScanGear Toolbox] icon.

How to Use the Functions

• Example: Copy (Print)

1. Click the [Copy] button.



2. The Scan settings dialog appears. Make settings as required.

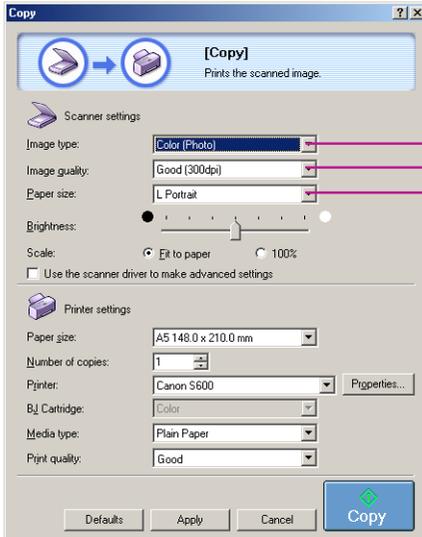


Image type

Select an image type from the menu. If you select [Color(Autocrop)], the photo is automatically cropped.

Image quality

Select a scanning resolution from [Draft], [Good], [High] and [Super High].

Paper size

Select a size of the document you will scan. If you select [Custom], the Paper size setting window will appear to input the accurate document size.

3. Click the [Copy] button.

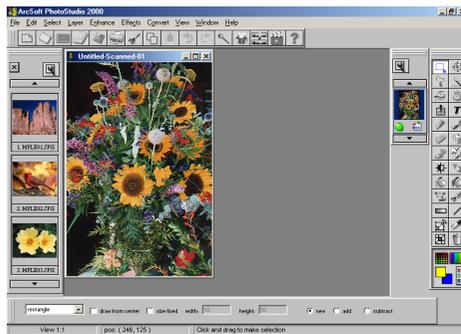


4. The image will be scanned according to the settings, and the image will be printed.

● **NOTE** ● • For further settings and details, please refer to the ScanGear Toolbox User's Guide (electronic manual).

ArcSoft PhotoStudio

PhotoStudio is an image editing program that can be used to load images from scanners and digital cameras and process them with editing, retouching tools, special effects and enhancements.



Scan



Apply
Special
Effects

Stitch

Starting PhotoStudio and the Driver Software

Windows

1. Click the Windows [Start] button and select [Programs], [ArcSoft PhotoStudio 2000] and [PhotoStudio 2000]. PhotoStudio will start.
2. Click  (Acquire icon) on the toolbar, or click the [File] menu and select [Acquire]. ScanGear CS-U will start and display its main window.

- *If other TWAIN driver is installed on your computer, you must choose this scanner before proceeding to Step 2. Click the [File] menu and select [Select Source], and select [CanoScan N670U/N676U] or [CanoScan N1240U] on the dialog box.*

Macintosh

1. Open the [ArcSoft PhotoStudio] folder and double-click the [PhotoStudio™] icon. PhotoStudio will start.
2. Open the [File] menu and select [Acquire] and [ScanGear CS-U 6.2.0...]. ScanGear CS-U will start and display its control panel.

- **NOTE** • *For details, please refer to the ArcSoft PhotoStudio User's Guide (electronic manual).*

ArcSoft PhotoBase

PhotoBase is an image database program that can create and edit image albums, perform image searches and create slide shows. It also handles sound and video files. The Windows version can prepare images for pasting into web sites or send images as attachments for email.



Create Albums



Paste Images into Web Pages (Windows)

Starting ArcSoft PhotoBase and the Driver Software

Windows

1. Click the Windows [Start] button and select [Programs], [ArcSoft PhotoBase] and [PhotoBase]. PhotoBase will start.
2. Click  (Acquire icon) on the toolbar, or click the [Edit] menu and select [Acquire]. In the Select Source dialog, select [CanoScan N670U/N676U] or [CanoScan N1240U]. ScanGear CS-U will start and display its main window.

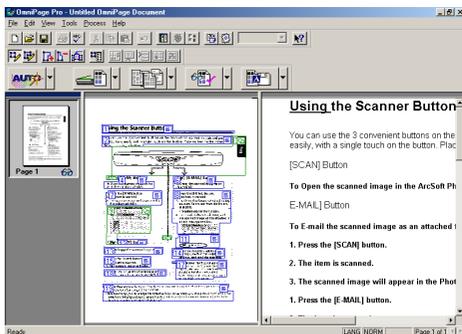
Macintosh

1. Open the [ArcSoft PhotoBase] folder and double-click the [ArcSoft PhotoBase] icon. PhotoBase will start.
2. Open the [File] menu and select [Import] and [ScanGear CS-U 6.2.0...]. ScanGear CS-U will start and display its control panel.

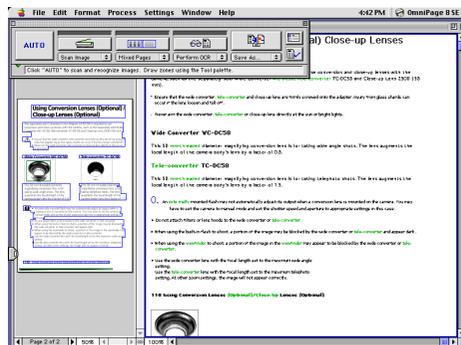
- **NOTE** ● *For details, please refer to the ArcSoft PhotoBase User's Guide (electronic manual).*

ScanSoft OmniPage

ScanSoft OmniPage Pro (Windows) / SE (Macintosh) is an optical character recognition (OCR) program that converts characters scanned from a book, magazine or newspaper into text data for editing or digital transmission. After conversion, the text can be edited with word processors and similar programs.



Windows



Macintosh

Starting OmniPage and the Driver Software

Windows

When you install OmniPage Pro, the Add Scanner Wizard will display. Choose the [CanoScan N670U/N676U] or [CanoScan N1240U] option. This instructs OmniPage Pro to select the correct scanner for scanning.

1. Click the Windows [Start] button and select [Programs], [Caere Applications] and [OmniPage Pro 9.0]. OmniPage Pro will start.
2. Click the [Scan Image] button on the toolbar, or open the [Process] menu and select [Scan Image]. The scanner will start scanning and display the scanned image in OmniPage Pro.

- *If the toolbar button displays as [Load Image], click the arrow and select [Scan Image]. Or if the Process menu item displays as [Load Image], open the [Process] menu and select [Process Settings]. In the [Process] tab, select [Scan Image].*

Macintosh

1. Open the [OmniPage 8 SE Folder] folder and double-click the [OmniPage 8 SE] icon. OmniPage SE will start.
 - *For the initial setting, open the [Settings] menu and select [Select Scanner], then select [CanoScan N670U/N676U] or [CanoScan N1240U].*
2. Click the [Scan Image] button on the toolbar, or open the [Process] menu and select [Scan Image]. ScanGear CS-U will start and display its control panel.
3. Select [Black & White] in the [Color Mode], and 300 dpi or higher resolution. Click the [Scan] button. The scanned image will display in OmniPage SE.

- *If the toolbar button displays as [Load Image], select [Scan Image] from the button below it. Or if the Process menu item is labeled [Load Image], open the [Process] menu and select [Process Settings] and [Scan Image].*

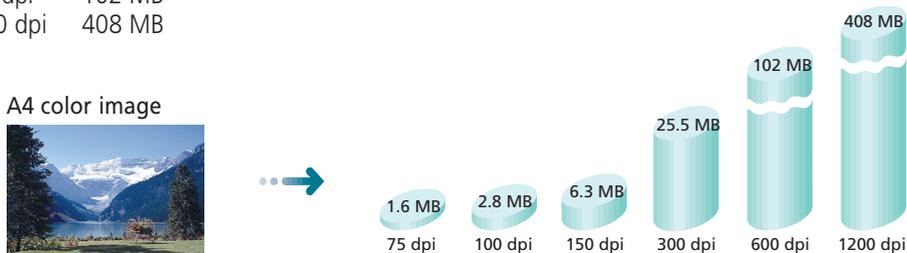
- **NOTE** • *For details, please refer to the ScanSoft OmniPage Pro/SE User's Guide (electronic manual).*

Precautions for Scanning at High Resolutions

Please note that file sizes increase almost exponentially as the resolution is raised when scanning in color mode. Scanning at high resolutions may require more time for scanning and image processing. You are recommended to avoid raising the resolution beyond the minimum requirement to scan in color mode.

File Size Estimates for Scanning an A4 Size Original in Color

- 75 dpi 1.6 MB
- 100 dpi 2.8 MB
- 150 dpi 6.3 MB
- 300 dpi 25.5 MB
- 600 dpi 102 MB
- 1200 dpi 408 MB

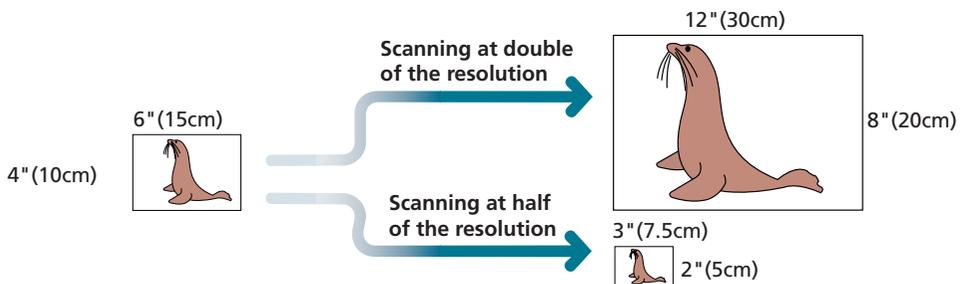


* These numbers are approximate and may differ from actual scan results.

Resolution Guidelines

- For uploading to a web site or viewing on a computer monitor, choose 75 dpi
- For scanning print photos and magazine clippings, choose 150 - 300 dpi
- For printing on an inkjet printer, choose a resolution approximately half the printer's rating (180 dpi, 360 dpi, 600 dpi or 720 dpi)

A resolution higher than 600 dpi is effective in case for scanning relatively small originals that will be blown up to larger sizes for printing.



The maximum file sizes scanned by the bundled PhotoStudio and PhotoBase are limited by Windows Me and Windows 98 to 256 MB. Windows 2000 Professional does not impose these limits.

Customer Support Help Desk

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