

MG2500 series Online Manual

Scanning

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Scanning

- <u>Scanning from a Computer</u>
 - Scanning with IJ Scan Utility
 - Scanning with Scanner Driver
 - Useful Information on Scanning
 - Placing Items (When Scanning from a Computer)

Scanning from a Computer

- Scanning with IJ Scan Utility
- <u>Scanning with Scanner Driver</u>
- Useful Information on Scanning
- ➡ Placing Items (When Scanning from a Computer)

Scanning with IJ Scan Utility

- What Is IJ Scan Utility (Scanner Software)?
- Starting IJ Scan Utility
- Easy Scanning with Auto Scan V Basic
- Scanning Photos
- Scanning Documents
- Scanning with Favorite Settings
- Scanning Items Larger than the Platen (Image Stitch)
- Scanning Multiple Items at One Time
- Saving after Checking Scan Results
- Sending Scanned Images via E-mail
- Extracting Text from Scanned Images (OCR)
- IJ Scan Utility Screens

What Is IJ Scan Utility (Scanner Software)?

IJ Scan Utility is an application that allows you to easily scan photos, documents, etc.

You can complete from scanning to saving at one time by simply clicking the corresponding icon in the IJ Scan Utility main screen.



What You Can Do with IJ Scan Utility

Scan Easily according to Purposes

You can scan by simply clicking an icon such as **Auto** to scan easily, **Photo** to scan with settings suitable for photos, or **Document** to sharpen text in a document or magazine for better readability, according to the item type or your purpose.

>>>> Note

Refer to "IJ Scan Utility Main Screen" for details on the IJ Scan Utility main screen.

Save Scanned Images Automatically

Scanned images are automatically saved in a preset folder. You can change the folder as required.

>>>> Note

- The default save folder is the **Pictures** folder.
- Refer to "Settings Dialog" for how to specify a folder.

Integrate with Applications

You can utilize scanned images through integration with other applications; display scanned images in your favorite application, attach them to e-mails, extract text from images, and more.

| 000 | Settings (Cu | stom Scan) | |
|---------------------|--------------------------------|------------------------|----------|
| 18 | | | |
| Auto Scan | Scan Options | | |
| | Select Source: | Auto | \$ |
| Photo Scan | Color Mode: | Color | \$ |
| Document Scan | Paper Size: | Auto | \$ |
| Lagar Document Scan | Resolution: | Auto | \$ |
| Custom Scan | Image Processing Settings | | |
| | Save Settings | | |
| Scan and Stitch | File Name: | IMG | • |
| Com Driver | Data Format: | Auto | Settings |
| _ | Save in: | E Pictures | • |
| | Application Settings | | |
| | • Open with an application: | 🕼 My Image Garden | ; |
| | O Send to an application: | 🚱 Preview | \$ |
| | O Send to a folder: | None | * |
| | Attach to e-mail: | None (Attach Manually) | * |
| | O Start OCR: | 🕼 My Image Garden | \$ |
| | O Do not start any application | | |
| | | More Functions | |
| | | | |
| Instructions | | Defaults | ОК |

Important

Some functions are available only when My Image Garden is installed.

>>>> Note

Refer to "Settings Dialog" for how to set the applications to integrate with.

Starting IJ Scan Utility

From the **Go** menu of Finder, select **Applications**, then double-click the **Canon Utilities** folder, **IJ Scan Utility** folder, and then **Canon IJ Scan Utility2** icon to start IJ Scan Utility.

| 00 | | Canon IJ Sc | an Utility2 | | |
|---------|-----------|-------------|-------------|--------|--------|
| Produc | t Name: C | anon | series | | \$ |
| | | | | | 4 |
| Auto | Photo | Document | Custom | Stitch | Driver |
| Instruc | tions | | | Sett | ings |

Easy Scanning with Auto Scan

You can scan easily by automatically detecting the item type.

Important

- The following types of items may not be scanned correctly. In that case, adjust the cropping frames (selection boxes; scan areas) in the screen displayed by clicking **Driver** in the IJ Scan Utility main screen and scan again.
 - Photos that have a whitish background
 - Items printed on white paper, hand-written documents, business cards, etc.
 - Thin items
 - Thick items
- 1. Make sure that your scanner or printer is turned on.
- 2. Place items on the platen of your scanner or printer.
 - ➡Placing Items (When Scanning from a Computer)
- 3. Start IJ Scan Utility.
- 4. Click Auto.



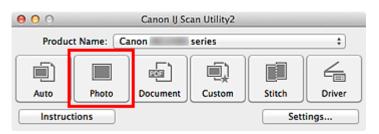
Scanning starts.

- Click **Cancel** to cancel the scan.
- To apply suitable corrections based on the item type, click **Settings...**, then select the **Apply recommended image correction** checkbox in the **Settings (Auto Scan)** dialog.
- Scanned images are saved in the folder set for Save in in the Settings (Auto Scan) dialog displayed by clicking Settings.... In the Settings (Auto Scan) dialog, you can also make advanced scan settings.
- Refer to the following pages to scan by specifying the item type.
- Scanning Photos
- Scanning Documents
- Scanning with Favorite Settings

Scanning Photos

You can scan photos placed on the platen with settings suitable for photos.

- 1. Place the photo on the platen.
 - →Placing Items (When Scanning from a Computer)
- 2. Start IJ Scan Utility.
- Click Settings..., select the Settings (Photo Scan) dialog, then set the paper size, resolution, etc. as required.
 When setting is completed, click OK.
- 4. Click Photo.



Scanning starts.

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for Save in in the Settings (Photo Scan) dialog displayed by clicking Settings.... In the Settings (Photo Scan) dialog, you can also make advanced scan settings.

Scanning Documents

You can scan items placed on the platen with settings suitable for documents.

- **1.** Place the item on the platen.
 - →Placing Items (When Scanning from a Computer)
- 2. Start IJ Scan Utility.
- Click Settings..., select the Settings (Document Scan) dialog, then set the paper size, resolution, etc. as required.
 When setting is completed, click OK.
- 4. Click Document.

| 00 | | Canon IJ Sc | an Utility2 | | |
|-------------------------------|-------|-------------|-------------|--------|--------|
| Product Name: Canon series \$ | | | | | |
| | | | i) | | 4 |
| Auto | Photo | Document | Custom | Stitch | Driver |
| Instructions Settings | | | | | |

Scanning starts.

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for Save in in the Settings (Document Scan) dialog displayed by clicking Settings.... In the Settings (Document Scan) dialog, you can also make advanced scan settings.

Scanning with Favorite Settings

You can scan items placed on the platen with your favorite settings saved beforehand.

This is convenient for saving frequently used settings or when specifying scan settings in detail.

- 1. Start IJ Scan Utility.
- 2. Click Settings..., select the Settings (Custom Scan) dialog, then set the select source, resolution, etc.

When setting is completed, click **OK**.

>>>> Note

Once the settings are made, you can scan with the same settings from the next time.

3. Place the item on the platen.

➡Placing Items (When Scanning from a Computer)

4. Click Custom.



Scanning starts.

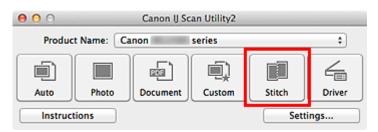
- Click Cancel to cancel the scan.
- Scanned images are saved in the folder set for Save in in the Settings (Custom Scan) dialog displayed by clicking Settings.... In the Settings (Custom Scan) dialog, you can also make advanced scan settings.

Scanning Items Larger than the Platen (Image Stitch)

You can scan the left and right halves of an item larger than the platen and combine them back into one image. Items up to approximately twice as large as the platen are supported.

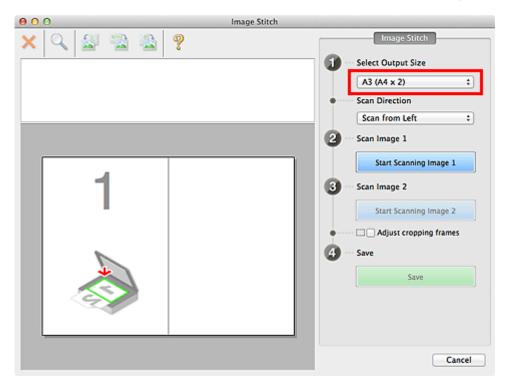
>>>> Note

- The following explains how to scan from the item to be placed on the left side.
- 1. Start IJ Scan Utility.
- Click Settings..., select the Settings (Scan and Stitch) dialog, then set the item type, resolution, etc. as required.
 When setting is completed, click OK.
- 3. Click Stitch.

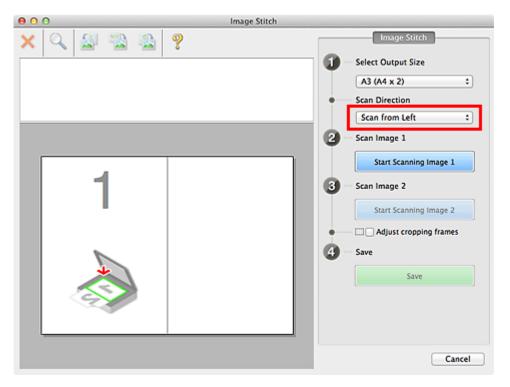


The Image Stitch window appears.

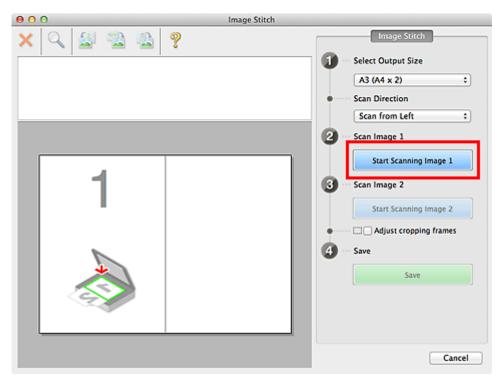
4. In Select Output Size, select an output size according to the paper size.



5. Make sure that Scan from Left is selected in Scan Direction.



- **6.** Place the item that is to be displayed on the left side of the screen facedown on the platen.
- 7. Click Start Scanning Image 1.



The first item is scanned and appears in 1.

>>>> Note

■ Click **Cancel** to cancel the scan.

- **8.** Place the item that is to be displayed on the right side of the screen facedown on the platen.
- 9. Click Start Scanning Image 2.

| 000 | Image Stitch | |
|-----------|--------------|---|
| 🗙 🔍 🛃 📸 🚳 | ? | Image Stitch |
| | 2 | Select Output Size A3 (A4 x 2) Scan Direction Scan from Left 2 Scan Image 1 Start Scanning Image 1 3 Scan Image 2 Start Scanning Image 2 Start Scanning Image 2 Start Scanning Image 2 4 Save Save |
| | | Cancel |

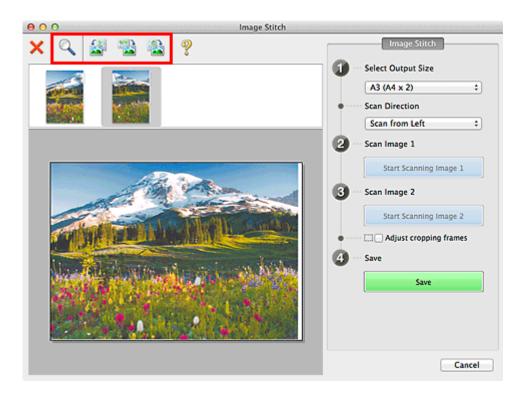
The second item is scanned and appears in 2.

>>>> Note

Click Cancel to cancel the scan.

10. Adjust the scanned images as required.

Use the Toolbar to rotate or zoom in/out, or drag the images to adjust their positions.

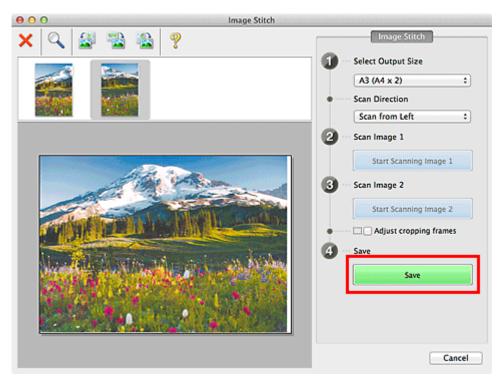


>>>> Note

- Select the Adjust cropping frames checkbox to specify the area to be saved.
- Adjusting Cropping Frames in the Image Stitch Window

To scan an item again, select the image in the Preview area or the thumbnail at the top of the screen, then click X (Delete). The selected image is deleted, allowing you to scan the item again.

11. Click Save.



The combined image is saved.

>>>> Note

- Refer to "Image Stitch Window" for details on the Image Stitch window.
- You can make advanced scan settings in the Settings (Scan and Stitch) dialog

displayed by clicking Settings....

Scanning Multiple Items at One Time

You can scan two or more photos (small items) placed on the platen at one time and save each image individually.

Important

- The following types of items may not be scanned correctly. In that case, adjust the cropping frames (selection boxes; scan areas) in the screen displayed by clicking **Driver** in the IJ Scan Utility main screen and scan again.
 - Photos that have a whitish background
 - Items printed on white paper, hand-written documents, business cards, etc.
 - Thin items
 - Thick items

Using Auto Scan

Whether there are multiple items or not is detected automatically. Click Auto and scan.

Easy Scanning with Auto Scan

Not Using Auto Scan

In the Settings dialog, set Paper Size to Auto scan and scan.

>>>> Note

The screens for scanning with favorite settings are used as examples in the following descriptions.

- 1. Place the items on the platen.
 - ➡Placing Items (When Scanning from a Computer)
- 2. Start IJ Scan Utility.
- 3. Click Settings....



The Settings dialog appears.

4. Click Custom Scan.

| 00 | Settings (Cu | istom Scan) | | |
|-----------------|---------------------------|------------------------|---------|----------|
| l8 l8 | | | | |
| Auto Scan | Scan Options | | | |
| | Select Source: | Auto | \$ | |
| Photo Scan | Color Mode: | Color | \$ | |
| C 1 | Paper Size: | Auto | • | |
| Document Scan | Resolution: | Auto | : | |
| Custom Scan | Image Processing Settings | | | |
| | Save Settings | | | |
| Scan and Stitch | File Name: | IMG | | |
| Driver | Data Format: | Auto | \$ | Settings |
| _ | Save in: | Pictures | : | |
| | Application Settings | | | |
| | Open with an application: | 🞯 My Image Garden | : | |
| | O Send to an application: | 🚱 Preview | \$ | |
| | Send to a folder: | None | : | |
| | Attach to e-mail: | None (Attach Manually) | \$ | |
| | Start OCR: | 🐵 My Image Garden | \$ | |
| | OB | | | |
| Instructions | | Defau | lts 📃 📒 | ОК |

5. Select Select Source according to the items to be scanned.

| 00 | Settings (Cu | istom Scan) | | |
|-----------------|-----------------------------|------------------------|-------|----------|
| E 18 | | | | |
| Auto Scan | Scan Options | | | |
| _ | Select Source: | Photo | • | |
| Photo Scan | Color Mode: | Color | • | |
| <u>-</u> | Paper Size: | Auto scan | \$ | |
| Document Scan | Resolution: | 300 dpi | \$ | |
| Custom Scan | ► Image Processing Settings | | | |
| | Save Settings | | | |
| Scan and Stitch | File Name: | IMG | • | |
| | Data Format: | JPEG/Exif | • | Settings |
| | Save in: | i Pictures | : | |
| | Check scan results | | | |
| | Application Settings | | | |
| | • Open with an application: | 🕼 My Image Garden | : | |
| | O Send to an application: | 🚯 Preview | \$ | |
| | O Send to a folder: | None | \$ | |
| | Attach to e-mail: | None (Attach Manually) | \$ | |
| | 0.000 | Col. Materia Cardin | • | |
| Instructions | | Defau | lts 📄 | ОК |

6. Select Auto scan for Paper Size, then click OK.

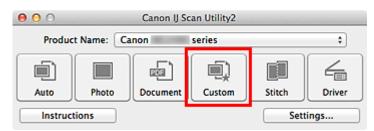
| 000 | Settings (Cu | istom Scan) | |
|-----------------|-----------------------------|------------------------|----------|
| IB 18 | | | |
| Auto Scan | Scan Options | | |
| | Select Source: | Photo | • |
| Photo Scan | Color Mode: | Color | • |
| Document Scan | Paper Size: | Auto scan | • |
| Document Scan | Resolution: | 300 dpi | * |
| Custom Scan | Image Processing Settings | | |
| Scan and Stitch | Save Settings | | |
| Scan and Solon | File Name: | IMG | • |
| C Driver | Data Format: | JPEG/Exif | Settings |
| | Save in: | 🔛 Pictures | • |
| | Check scan results | | |
| | Application Settings | | |
| | • Open with an application: | 🞯 My Image Garden | • |
| | O Send to an application: | Review | • |
| | O Send to a folder: | None | \$ |
| | O Attach to e-mail: | None (Attach Manually) | \$ |
| | 0.000 | Children Carden | |
| Instructions | | Defaults | ОК |

The IJ Scan Utility main screen appears.

>>>> Note

- Refer to the following pages for details on the setting items in the Settings dialog.
- ➡ Settings (Photo Scan) Dialog
- Settings (Document Scan) Dialog
- → Settings (Custom Scan) Dialog

7. Click Custom.



Multiple items are scanned at one time.

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for Save in in the corresponding Settings dialog displayed by clicking Settings.... In each Settings dialog, you can also make advanced scan settings.

Saving after Checking Scan Results

You can check the scan results, then save the images to a computer.

Important

• You cannot check the scan results before saving when scanned using **Auto** scan.

>>>> Note

The screens for scanning photos are used as examples in the following descriptions.

1. Start IJ Scan Utility.

2. Click Settings....

| 00 | | Canon IJ Sc | an Utility2 | | |
|-----------------------|-----------|-------------|-------------|--------|--------|
| Produc | t Name: 🖸 | anon | series | | \$ |
| | | | | | 4 |
| Auto | Photo | Document | Custom | Stitch | Driver |
| Instructions Settings | | | | | |

The Settings dialog appears.

3. Click Photo Scan.

| 000 | Settings (PI | hoto Scan) | |
|-----------------|-----------------------------|------------------------|----------|
| IB 8 | | | |
| Auto Scan | Scan Options | | [|
| | Select Source: | Photo | • |
| Photo Scan | Color Mode: | Color | • |
| Document Scan | Paper Size: | Auto scan | • |
| Document Scan | Resolution: | 300 dpi | • |
| Custom Scan | Image Processing Settings | | |
| | Save Settings | | |
| Scan and Stitch | File Name: | IMG | • |
| Driver | Data Format: | JPEG/Exif | Settings |
| | Save in: | 🔛 Pictures | • |
| | Check scan results | | |
| | Application Settings | | |
| | • Open with an application: | 🕼 My Image Garden | : |
| | O Send to an application: | 39 Preview | • |
| | O Send to a folder: | None | • |
| | Attach to e-mail: | None (Attach Manually) | • |
| Instructions | OB: con constant in the | Defaults | ОК |

4. Select the Check scan results checkbox, then click OK.

| 000 | Settings (Pl | hoto Scan) | |
|-----------------|-----------------------------|------------------------|----------|
| 18 | | | |
| Auto Scan | Scan Options | | |
| | Select Source: | Photo | \$ |
| Photo Scan | Color Mode: | Color | • |
| <u>-</u> | Paper Size: | Auto scan | \$ |
| Document Scan | Resolution: | 300 dpi | \$ |
| Custom Scan | Image Processing Settings | | |
| Scan and Stitch | Save Settings | | |
| Scan and Solon | File Name: | IMG | • |
| C Driver | Data Format: | JPEG/Exif | Settings |
| | Save in: | E Pictures | • |
| | Check scan results | | |
| | Application Settings | | |
| | • Open with an application: | 🞯 My Image Garden | • |
| | O Send to an application: | 🚱 Preview | • |
| | Send to a folder: | None | • |
| | O Attach to e-mail: | None (Attach Manually) | \$ |
| Instructions | 0.00 | Defaults | ок |

The IJ Scan Utility main screen appears.

>>>> Note

- Refer to the following pages for details on the setting items in the Settings dialog.
- Settings (Photo Scan) Dialog
- Settings (Document Scan) Dialog
- Settings (Custom Scan) Dialog
- Settings (Scan and Stitch) Dialog
- Settings (Driver) Dialog

5. Click Photo.



Scanning starts.

When scanning is completed, the Save Settings dialog appears.

>>>> Note

Click Cancel to cancel the scan.

6. Change the image order or file save options as required.

You can change the image order or file save options in the **Save Settings** dialog.

>>>> Note

The default save folder is the **Pictures** folder.

7. Click OK.

Scanned images are saved according to the settings.

Sending Scanned Images via E-mail

You can send scanned images via e-mail.

>>>> Note

- The screens for scanning photos are used as examples in the following descriptions.
- 1. Start IJ Scan Utility.
- 2. Click Settings....



The Settings dialog appears.

3. Click Photo Scan.

| 00 | Settings (Pl | hoto Scan) | |
|-------------------|-----------------------------|------------------------|----------|
| 18 | | | |
| Auto Scan | Scan Options | | |
| | Select Source: | Photo | \$ |
| Photo Scan | Color Mode: | Color | \$ |
| EGE Document Scan | Paper Size: | Auto scan | \$ |
| Document Scan | Resolution: | 300 dpi | \$ |
| Custom Scan | Image Processing Settings | | |
| Scan and Stitch | Save Settings | | |
| | File Name: | IMG | • |
| Driver | Data Format: | JPEG/Exif | Settings |
| | Save in: | 🔛 Pictures | • |
| | Check scan results | | |
| | Application Settings | | |
| | • Open with an application: | 🕼 My Image Garden | • |
| | O Send to an application: | 6 Preview | \$ |
| | Send to a folder: | None | • |
| | Attach to e-mail: | None (Attach Manually) | \$ |
| Instructions | | Defaults | ОК |

4. Select **Attach to e-mail** in **Application Settings**, then select an e-mail client.

| 000 | Settings (Pi | hoto Scan) | |
|-----------------|--------------------------------|------------------------|----------|
| 18 | | | |
| <u></u> | Color Mode: | Color | : |
| Auto Scan | Paper Size: | Auto scan | • |
| Photo Scan | Resolution: | 300 dpi | • |
| | Image Processing Settings | | |
| Document Scan | Save Settings | | |
| Custom Scan | File Name: | IMG | • |
| | Data Format: | JPEC/Exif | Settings |
| Scan and Stitch | Save in: | iii Pictures | : |
| C Driver | Check scan results | | |
| | Application Settings | | |
| | Open with an application: | 🕼 My Image Garden | \$ |
| | Send to an application: | Review | \$ |
| | Send to a folder: | None | • |
| | Attach to e-mail: | None (Attach Manually) | • |
| | O Do not start any application | | |
| | | More Functions | |
| Instructions | | Defaults | ок |

>>>> Note

• You can add e-mail clients to use for attachments from the pop-up menu.

If None (Attach Manually) is selected, manually attach scanned and saved images to e-mail.

5. Click OK.

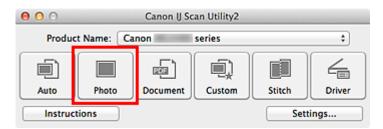
| 00 | 9 | Settings (Pi | hoto Scan) | | |
|----------|-----------------|--------------------------------|--------------------------|----------|----------|
| B | 18 | | | | |
| <u>ر</u> | | Color Mode: | Color | : | |
| 삔 | Auto Scan | Paper Size: | Auto scan | • | |
| | Photo Scan | Resolution: | 300 dpi | ; | |
| ഞി | Document Scan | Image Processing Settings | | | |
| | | Save Settings | | | |
| | Custom Scan | File Name: | IMG | • | |
| | | Data Format: | JPEG/Exif | : | Settings |
| | Scan and Stitch | Save in: | Pictures | ; | |
| 4 | Driver | Check scan results | | | |
| | | Application Settings | | | |
| | | Open with an application: | 🙆 My Image Garden | • | |
| | | O Send to an application: | G Preview | • | |
| | | O Send to a folder: | None | + | |
| | | Attach to e-mail: | 🔚 None (Attach Manually) | : | |
| | | O Do not start any application | | | |
| | | | More Function | 5 | |
| | nstructions | | | Defaults | ок |
| _ | | | | | |

The IJ Scan Utility main screen appears.

>>>> Note

- Refer to the following pages for details on the setting items in the Settings dialog.
- → Settings (Auto Scan) Dialog
- Settings (Photo Scan) Dialog
- Settings (Document Scan) Dialog
- Settings (Custom Scan) Dialog
- Settings (Driver) Dialog

6. Click Photo.



Scanning starts.

When scanning is completed, the specified e-mail client starts and the images will be attached to a new message.

- Click **Cancel** to cancel the scan.
- The scanned images are saved according to the settings made in the Settings dialog.
- When the Check scan results checkbox is selected in the Settings dialog, the Save Settings dialog appears. After you set the save options and click OK, the scanned images are saved and automatically attached to a new message of the specified e-mail client.
- Specify the recipient, enter the subject and message, then send e-mail. Refer to the manual of your e-mail client for e-mail settings.

Extracting Text from Scanned Images (OCR)

Scan text in scanned magazines and newspapers and display it in TextEdit (included with Mac OS).

>>>> Note

- Vou can extract text when scanning via **Document**, **Custom**, or **Driver**.
- The screens for scanning documents are used as examples in the following descriptions.

1. Start IJ Scan Utility.

2. Click Settings....

| 00 | | Canon IJ Sc | an Utility2 | | |
|-------------------------------|-------|-------------|-------------|--------|--------|
| Product Name: Canon series \$ | | | | \$ | |
| | | | | | 4 |
| Auto | Photo | Document | Custom | Stitch | Driver |
| Instructions Settings | | | | | |

The Settings dialog appears.

3. Click Document Scan.

| 00 | Settings (Doc | ument Scan) | | |
|-----------------|-----------------------------|------------------------|------|----------|
| œ 18 | | | | |
| Auto Scan | Scan Options | | | |
| _ | Select Source: | Document | \$ | |
| Photo Scan | Color Mode: | Color | \$ | |
| E) | Paper Size: | Letter | \$ | |
| Document Scan | Resolution: | 300 dpi | • | |
| Custom Scan | Image Processing Settings | | | |
| | Save Settings | | | |
| Scan and Stitch | File Name: | IMG | • | |
| - Driver | Data Format: | PDF | : | Settings |
| | Save in: | i Pictures | : | |
| | Check scan results | | | |
| | Application Settings | | | |
| | • Open with an application: | 🕼 My Image Garden | : | |
| | O Send to an application: | 🚯 Preview | \$ | |
| | O Send to a folder: | None | \$ | |
| | Attach to e-mail: | None (Attach Manually) | \$ | |
| | | Col Madana Canta | • | |
| Instructions | | Defau | ilts | OK |

>>>> Note

For Resolution, only 300 dpi or 400 dpi can be set when Start OCR is selected in Application Settings.

4. Select **Start OCR** for **Application Settings**, then select the application in which you want to display the result.

| 000 | Settings (Doc | ument Scan) | | |
|-----------------|--------------------------------|------------------------|----|----------|
| E 18 | | | | |
| Auto Scan | Paper Size: | Letter | : | |
| Auto scan | Resolution: | 300 dpi | • | |
| Photo Scan | Image Processing Settings | | | |
| _ | Save Settings | | | |
| Document Scan | File Name: | IMG | • | |
| Custom Scan | Data Format: | JPEG/Exif | • | Settings |
| | Save in: | Pictures | ; | |
| Scan and Stitch | Check scan results | | | |
| C Driver | Application Settings | | | |
| | Open with an application: | 🐵 My Image Garden | \$ | |
| | O Send to an application: | Review | \$ | |
| | O Send to a folder: | None | \$ | |
| | Attach to e-mail: | None (Attach Manually) | \$ | |
| | • Start OCR: | 🕼 My Image Garden | : | |
| | O Do not start any application | | | |
| | | More Functions | | |
| Instructions | | Defaults | | ОК |

>>>> Note

When My Image Garden is specified, after the image is scanned, the text in the image is extracted and appears in TextEdit (included with Mac OS).

5. Click OK.

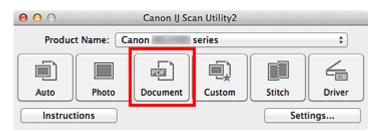
| 000 | | Settings (Doc | ument Scan) | |
|-------------|----------------|--------------------------------|------------------------|----------|
| | 8 | | | |
| 画)。 | | Paper Size: | Letter \$ | J |
| | uto Scan | Resolution: | (300 dpi 🔅 | |
| PI | holo Scan | Image Processing Settings | | |
| പ്പ | | Save Settings | | |
| ala D | ocument Scan | File Name: | IMG ¥ | |
| i) . | ustom Scan | Data Format: | JPEG/Exif \$ | Settings |
| -3 | | Save in: | Ein Pictures \$ |) |
| s | can and Stitch | Check scan results | | |
| ← . | kiver | Application Settings | | |
| | | Open with an application: | 🕼 My Image Garden 🗧 🗧 | |
| | | O Send to an application: | 🔞 Preview 🗘 | |
| | | O Send to a folder: | None \$ | |
| | | O Attach to e-mail: | None (Attach Manually) | |
| | | • Start OCR: | 🕼 My Image Garden 🗧 🗧 | |
| | | O Do not start any application | | |
| | | | More Functions |) |
| | | | | |
| Inst | tructions | | Defaults | ОК |

The IJ Scan Utility main screen appears.

Note

- Refer to the following pages for details on the setting items in the Settings dialog.
- → Settings (Document Scan) Dialog
- Settings (Custom Scan) Dialog
- ➡Settings (Driver) Dialog

6. Click Document.



Scanning starts.

When scanning is completed, the scanned images are saved according to the settings, and the extracted text appears in the specified application.

>>>> Note

Click Cancel to cancel the scan.

Text displayed in TextEdit (included with Mac OS) is for guidance only. Text in the image of the following types of documents may not be detected correctly.

- Documents containing text with font size outside the range of 8 points to 40 points (at 300 dpi)
- Slanted documents
- Documents placed upside down or documents with text in the wrong orientation (rotated characters)
- Documents containing special fonts, effects, italics, or hand-written text
- Documents with narrow line spacing
- Documents with colors in the background of text
- Documents containing multiple languages

IJ Scan Utility Screens

IJ Scan Utility Main Screen

- Settings Dialog
 - Settings (Auto Scan) Dialog
 - Settings (Photo Scan) Dialog
 - Settings (Document Scan) Dialog
 - Settings (Custom Scan) Dialog
 - Settings (Scan and Stitch) Dialog
 - Settings (Driver) Dialog
 - Settings (General Settings) Dialog
- Data Format Settings Dialog
- Save Settings Dialog
- Image Stitch Window

IJ Scan Utility Main Screen

From the **Go** menu of Finder, select **Applications**, then double-click the **Canon Utilities** folder, **IJ Scan Utility** folder, and then **Canon IJ Scan Utility2** icon to start IJ Scan Utility.

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



Product Name

Displays the name of the product that IJ Scan Utility is currently set to use. If the displayed product is not the one you want to use, select the desired product from the list.

• Auto

Detects the type of items automatically and saves them to a computer. The data format for saving will also be set automatically.

Save settings and the response after scanning can be specified in the **Settings (Auto Scan)** dialog.

Photo

Scans items as photos and saves them to a computer.

Scan/save settings and the response after scanning can be specified in the **Settings** (Photo Scan) dialog.

Document

Scans items as documents and saves them to a computer.

Scan/save settings and the response after scanning can be specified in the **Settings** (Document Scan) dialog.

Custom

Scans items with your favorite settings and saves the images to a computer. The item type can be automatically detected.

Scan/save settings and the response after scanning can be specified in the **Settings** (Custom Scan) dialog.

Stitch

Displays the **Image Stitch** window in which you can scan the left and right halves of an item larger than the platen and combine the scanned images back into one image.

Scan/save settings and the response after scanning can be specified in the **Settings** (Scan and Stitch) dialog.

• Driver

Allows you to make image corrections and color adjustments when scanning. Scan/save settings and the response after scanning can be specified in the **Settings** (**Driver**) dialog.

Instructions

Opens this guide.

Settings...

Displays the Settings dialog in which you can specify the scan/save settings and the response after scanning.

Settings Dialog

There are two tabs in the Settings dialog: (Scanning from a Computer) and (General Settings). When you click a tab, the view in the red frame switches and you can make advanced settings to functions on each tab.

| 00 | Settings (A | Auto Scan) | |
|-----------------|--------------------------------|------------------------|----------|
| E 18 | | | |
| Auto Scan | Scan Options | n | |
| Photo Scan | Save Settings | | |
| Document Scan | File Name: | IMG 💌 |) |
| -72 | Data Format: | Auto \$ | Settings |
| Custom Scan | Save in: | Pictures ÷ |) |
| Scan and Stitch | Application Settings | | |
| / | • Open with an application: | 🕼 My Image Garden 🗧 🗧 |) (|
| Criver Driver | Send to an application: | S Preview \$ | |
| | Send to a folder: | None \$ | |
| | O Attach to e-mail: | None (Attach Manually) | |
| | O Do not start any application | | |
| | | More Functions |) |
| | | | |
| | | | |
| | | | |
| Instructions | | Defaults | ОК |

(Scanning from a Computer) Tab

You can specify how to respond when scanning from IJ Scan Utility or My Image Garden.

- Settings (Auto Scan) Dialog
- Settings (Photo Scan) Dialog
- Settings (Document Scan) Dialog
- → Settings (Custom Scan) Dialog
- Settings (Scan and Stitch) Dialog
- ➡Settings (Driver) Dialog

📓 (General Settings) Tab

You can set the product to use, file size restriction on e-mail attachment, language to detect text in images, and folder in which to save images temporarily.

Settings (General Settings) Dialog

Settings (Auto Scan) Dialog

Click **Auto Scan** on the **E** (Scanning from a Computer) tab to display the **Settings (Auto Scan)** dialog.

In the **Settings (Auto Scan)** dialog, you can make advanced scan settings to scan by automatically detecting the item type.

| ● ○ | Settings (A | Auto Scan) | | |
|-----------------|--|-----------------------------|-------------|-----|
| Auto Scan | Scan Options | n | | (1) |
| Document Scan | Save Settings File Name: Data Format: | | * \$ Set | (2) |
| Custom Scan | | Pictures | • | |
| Scan and Stitch | Application Settings | (au) | | (0) |
| Com Driver | Open with an application: Send to an application: | G My Image Garden | • | (3) |
| | Send to a folder: Attach to e-mail: | None None (Attach Manually) | • | |
| | O Do not start any application | | | |
| | | More Functions | | |
| | | | | |
| | | | | |
| Instructions | | Defaults | | ОК |

- (1) Scan Options Area
- (2) Save Settings Area
- (3) Application Settings Area

>>>> Important

When the Settings dialog is displayed from My Image Garden, the setting items for Application Settings do not appear.

Supported Items

Photos, postcards, business cards, magazines, newspapers, documents, and BD/DVD/CD.

Important

To scan the following types of items, specify the item type and size in the Settings (Photo Scan) dialog, Settings (Document Scan) dialog, or Settings (Custom Scan) dialog, then click Photo, Document, or Custom in the IJ Scan Utility main screen. You cannot scan correctly with Auto.

A4 size photos

- Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
- Items printed on thin white paper
- Long narrow items such as panoramic photos
- Reflective disc labels may not be scanned as expected.
- Place items to be scanned on the platen correctly. Otherwise, items may not be scanned correctly.

Refer to "Placing Items (When Scanning from a Computer)" for how to place items.

>>>> Note

To reduce moire in scans, set Select Source to Magazine in the Settings (Document Scan) dialog or Settings (Custom Scan) dialog, then click Document or Custom in the IJ Scan Utility main screen.

(1) Scan Options Area

Apply recommended image correction

Applies suitable corrections automatically based on the item type.

Important

The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

>>>> Note

Scanning takes longer than usual when you enable this function.

(2) Save Settings Area

File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Auto is selected. The following data formats are automatically applied according to the item type when saving.

- Photos, postcards, BD/DVD/CD, and business cards: JPEG
- Magazines, newspapers, and documents: PDF

Important

- The save format may differ depending on how you place the item.
- → Placing Items (When Scanning from a Computer)



You can change the data format from Settings....

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

Attach to e-mail

Select this when you want to send e-mails with the scanned images attached. You can specify the e-mail client you want to start from the pop-up menu.

Do not start any application

Saves to the folder specified in **Save in**.

>>>> Note

Specify the application or folder in the dialog displayed by selecting Add... from the pop-up menu.

Instructions

Opens this guide.

Defaults

Settings (Photo Scan) Dialog

Click **Photo Scan** on the **C** (Scanning from a Computer) tab to display the **Settings** (**Photo Scan**) dialog.

In the **Settings (Photo Scan)** dialog, you can make advanced scan settings to scan items as photos.

| 00 | Settings (P | Photo Scan) | | |
|-----------------|--------------------------------|------------------------|----|----------|
| ₽ 18 | | | | |
| Auto Scan | Scan Options | | | |
| | Select Source: | Photo | • | (1) |
| Photo Scan | Color Mode: | Color | • | |
| Document Scan | Paper Size: | Auto scan | \$ | |
| Document Scan | Resolution: | 300 dpi | \$ | |
| Custom Scan | Image Processing Settings | | | |
| Scan and Stitch | Save Settings | | | |
| Scan and Stitch | File Name: | IMG | • | (2) |
| C Driver | Data Format: | JPEG/Exif | • | Settings |
| | Save in: | Pictures | : | |
| | Check scan results | | | |
| | Application Settings | | | |
| | • Open with an application: | @ My Image Garden | ; | (3) |
| | Send to an application: | Review | • | |
| | Send to a folder: | None | \$ | |
| | O Attach to e-mail: | None (Attach Manually) | \$ | |
| | O Do not start any application | | | |
| | | More Functions | | |
| | | | | |
| Instructions | | Defaults | | ок |

- (1) Scan Options Area
- (2) Save Settings Area
- (3) Application Settings Area

Important

When the Settings dialog is displayed from My Image Garden, the setting items for Application Settings do not appear.

(1) Scan Options Area

Select Source

Photo is selected.

Color Mode

Select the color mode in which to scan the item.

Paper Size

Select the size of the item to be scanned.

When you select **Custom**, a screen in which you can specify the paper size appears. Select a **Unit**, then enter the **Width** and **Height**, and then click **OK**.

| Width: | 8.50 | inches (1.00 - 8.50) |
|---------|----------|-----------------------|
| Height: | 11.00 | inches (1.00 - 11.69) |
| Unit: | inches ‡ | |
| | Cancel | Defaults OK |

>>>> Note

Click **Defaults** to restore the specified settings to the default settings.

Resolution

Select the resolution of the item to be scanned. The higher the resolution (value), the more detail in your image. ➡Resolution

Image Processing Settings

Click ► (Right Arrow) to set the following.

Important

When Color Mode is Black and White, Image Processing Settings is not available.

Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

(2) Save Settings Area

File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Select the data format in which to save the scanned images. You can select **JPEG/Exif**, **TIFF**, or **PNG**.

Important

• You cannot select JPEG/Exif when Color Mode is Black and White.

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

Check scan results

Displays the Save Settings dialog after scanning.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

· Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

Attach to e-mail

Select this when you want to send e-mails with the scanned images attached. You can specify the e-mail client you want to start from the pop-up menu.

Do not start any application

Saves to the folder specified in Save in.

>>>> Note

Specify the application or folder in the dialog displayed by selecting Add... from the pop-up menu.

Instructions

Opens this guide.

• Defaults

Settings (Document Scan) Dialog

Click **Document Scan** on the (Scanning from a Computer) tab to display the **Settings** (**Document Scan**) dialog.

In the **Settings (Document Scan)** dialog, you can make advanced scan settings to scan items as documents.

| 000 | Settings (Doc | ument Scan) | |
|-----------------|---|------------------------|--------------|
| | Scan Options | | |
| Auto Scan | Select Source: | Document | : (1) |
| Photo Scan | Color Mode: | Color | + |
| Document Scan | Paper Size: Resolution: | Letter 300 dpi | * |
| Custom Scan | Image Processing Settings | 300 dpi | \$ |
| | Save Settings | | |
| Scan and Stitch | File Name: | IMG | • (2) |
| C Driver | Data Format: | PDF | Settings |
| | Save in: | iii Pictures | • |
| | 0 | | |
| | Application Settings | | (0) |
| | Open with an application: | My Image Garden | . (3) |
| | Send to an application: | 99 Preview | + |
| | Send to a folder: | None | • |
| | Attach to e-mail: | None (Attach Manually) | * |
| | O Start OCR: | 🐵 My Image Garden | • |
| | O Do not start any application | | |
| | l | More Functions | |
| Instructions | | Defaults | ОК |

- (1) Scan Options Area
- (2) Save Settings Area
- (3) Application Settings Area

Important

When the Settings dialog is displayed from the Scan screen of My Image Garden, the setting items for Application Settings do not appear.

(1) Scan Options Area

Select Source

Select the type of item to be scanned. Scanning documents: **Document** Scanning magazines: **Magazine**

Color Mode

Select the color mode in which to scan the item.

Paper Size

Select the size of the item to be scanned.

When you select **Custom**, a screen in which you can specify the paper size appears. Select a **Unit**, then enter the **Width** and **Height**, and then click **OK**.

| Width: | 8.50 | inches (1.00 - 8.50) |
|---------|----------|-----------------------|
| Height: | 11.00 | inches (1.00 - 11.69) |
| Unit: | inches ‡ | |
| | Cancel | Defaults OK |

>>>> Note

Click **Defaults** to restore the specified settings to the default settings.

Resolution

Select the resolution of the item to be scanned.

The higher the resolution (value), the more detail in your image.

Resolution

>>>> Note

Only 300 dpi or 400 dpi can be set when Start OCR is selected in Application Settings.

Image Processing Settings

Click (Right Arrow) to set the following.

>>>> Note

When Color Mode is Black and White, only Reduce gutter shadow, Correct slanted text document, and Detect the orientation of text document and rotate image appear.

Apply Auto Document Fix

Select this checkbox to sharpen text in a document or magazine for better readability.

Important

The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

>>>> Note

Scanning takes longer than usual when you enable this function.

Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

Reduce show-through

Sharpens text in an item or reduces show-through in newspapers, etc.

Reduce moire

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

>>>> Note

Scanning takes longer than usual when you enable **Reduce moire**.

Reduce gutter shadow

Reduces gutter shadows that appear between pages when scanning open booklets.

>>>> Note

Click Driver in the IJ Scan Utility main screen and scan to correct gutter shadows when scanning non-standard size items or specified areas. Refer to "Gutter Correction" for details.

Correct slanted text document

Detects the scanned text and corrects the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

Important

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

Note

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

Detect the orientation of text document and rotate image

Automatically rotates the image to the correct orientation by detecting the orientation of text in the scanned document.

Important

- Only text documents written in languages that can be selected from **Document** Language in the Settings (General Settings) dialog are supported.
- The orientation may not be detected for the following types of settings or documents since the text cannot be detected correctly.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

In that case, select the **Check scan results** checkbox and rotate the image in the **Save Settings** dialog.

(2) Save Settings Area

File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Select the data format in which to save the scanned images. You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, or **PDF** (Multiple Pages).

Important

- You cannot select JPEG/Exif when Color Mode is Black and White.
- When Start OCR is selected in Application Settings, you cannot select PDF or PDF (Multiple Pages).

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

Check scan results

Displays the Save Settings dialog after scanning.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

Attach to e-mail

Select this when you want to send e-mails with the scanned images attached. You can specify the e-mail client you want to start from the pop-up menu.

Start OCR

Select this when you want to convert text in the image into text data using specified OCR software.

You can specify the application from the pop-up menu.

Do not start any application

Saves to the folder specified in Save in.

>>>> Note

Specify the application or folder in the dialog displayed by selecting Add... from the pop-up menu.

Instructions

Opens this guide.

Defaults

Settings (Custom Scan) Dialog

Click **Custom Scan** on the (Scanning from a Computer) tab to display the **Settings** (Custom Scan) dialog.

In the **Settings (Custom Scan)** dialog, you can make advanced scan settings to scan according to your preference.

| 000 | Settings (Cu | istom Scan) | | |
|------------------|------------------------------|------------------------|----|---------------------|
| I I 8 | | | | |
| Auto Scan | n Options | | | |
| | Select Source: | Auto | \$ | (1) |
| Photo Scan | Color Mode: | Color | \$ | |
| EG Document Scan | Paper Size: | Auto | \$ | |
| bocument scan | Resolution: | Auto | • | |
| 🔟 Custom Scan | Image Processing Settings | | | |
| Scan and Stitch | e Settings | | | |
| Scan and Solon | File Name: | IMG | | (2) |
| Driver | Data Format: | Auto | • | Settings |
| | Save in: | Pictures | ; | |
| Ap; | plication Settings | | | |
| • | Open with an application: | 🞯 My Image Garden | ; | (3) |
| 0 | Send to an application: | 🚱 Preview | \$ | x - x |
| 0 | Send to a folder: | None | \$ | |
| 04 | Attach to e-mail: | None (Attach Manually) | \$ | |
| 0 | Start OCR: | 🕼 My Image Garden | \$ | |
| 0 | Do not start any application | | | |
| | | More Functions | | |
| Instructions | | Defaults | | ок |

- (1) Scan Options Area
- (2) Save Settings Area
- (3) Application Settings Area

>>>> Important

When the Settings dialog is displayed from the Scan screen of My Image Garden, the setting items for Application Settings do not appear.

(1) Scan Options Area

Select Source

Select the type of item to be scanned. When **Auto** is selected, the item type is automatically detected.

Color Mode, Paper Size, and Resolution are automatically set as well.

Important

- Item types supported by Auto are photos, postcards, business cards, magazines, newspapers, documents, and BD/DVD/CD.
- To scan the following types of items, specify the item type or size. You cannot scan correctly with Auto.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Items printed on thin white paper
 - Long narrow items such as panoramic photos
- Reflective disc labels may not be scanned as expected.
- Place items correctly according to the type of item to be scanned. Otherwise, items may not be scanned correctly.

Refer to "Placing Items (When Scanning from a Computer)" for how to place items.

>>>> Note

To convert text in the image into text data after scanning, specify Select Source instead of selecting Auto.

To reduce moire, set Select Source to Magazine.

Color Mode

Select the color mode in which to scan the item.

>>>> Note

Only Color is available when Select Source is Auto.

Paper Size

Select the size of the item to be scanned.

When you select **Custom**, a screen in which you can specify the paper size appears.

Select a **Unit**, then enter the **Width** and **Height**, and then click **OK**.



>>>> Note

- Only Auto is available when Select Source is Auto.
- Click **Defaults** in the screen in which you can specify the paper size to restore the specified settings to the default settings.
- Resolution

Select the resolution of the item to be scanned.

The higher the resolution (value), the more detail in your image.

Resolution

>>>> Note

- Only Auto is available when Select Source is Auto.
- Only 300 dpi or 400 dpi can be set when Start OCR is selected in Application Settings.

Image Processing Settings

Click (Right Arrow) to set the following. Available setting items vary by **Select Source**.

When Select Source is Auto

Apply recommended image correction

Applies suitable corrections automatically based on the item type.

Important

The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

>>>> Note

Scanning takes longer than usual when you enable this function.

When Select Source is Photo

Important

When Color Mode is Black and White, Image Processing Settings is not available.

Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

When Select Source is Magazine or Document

Note

When Color Mode is Black and White, only Reduce gutter shadow, Correct slanted text document, and Detect the orientation of text document and rotate image appear.

Apply Auto Document Fix

Select this checkbox to sharpen text in a document or magazine for better readability.

Important

The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

>>>> Note

Scanning takes longer than usual when you enable this function.

Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

Reduce show-through

Sharpens text in an item or reduces show-through in newspapers, etc.

Reduce moire

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

>>>> Note

Scanning takes longer than usual when you enable **Reduce moire**.

Reduce gutter shadow

Reduces gutter shadows that appear between pages when scanning open booklets.

>>>> Note

Click Driver in the IJ Scan Utility main screen and scan to correct gutter shadows when scanning non-standard size items or specified areas. Refer to "Gutter Correction" for details.

Correct slanted text document

Detects the scanned text and corrects the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

Important

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

- Hand-written text
- Documents containing both vertical and horizontal lines (tables)

>>>> Note

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

· Detect the orientation of text document and rotate image

Automatically rotates the image to the correct orientation by detecting the orientation of text in the scanned document.

Important

- Only text documents written in languages that can be selected from **Document** Language in the Settings (General Settings) dialog are supported.
- The orientation may not be detected for the following types of settings or documents since the text cannot be detected correctly.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

In that case, select the **Check scan results** checkbox and rotate the image in the **Save Settings** dialog.

(2) Save Settings Area

• File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Select the data format in which to save the scanned images. You can select JPEG/Exif, TIFF, PNG, PDF, PDF (Multiple Pages), or Auto.

Important

When **Auto** is selected, the save format may differ depending on how you place the item.

- ➡ Placing Items (When Scanning from a Computer)
- You cannot select JPEG/Exif when Color Mode is Black and White.
- When Start OCR is selected in Application Settings, you cannot select PDF, PDF (Multiple Pages), or Auto.



Auto appears only when Auto is selected for Select Source.

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

Check scan results

Displays the **Save Settings** dialog after scanning.

Important

- This does not appear when **Select Source** is **Auto**.
- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

Attach to e-mail

Select this when you want to send e-mails with the scanned images attached.

You can specify the e-mail client you want to start from the pop-up menu.

Start OCR

Select this when you want to convert text in the image into text data using specified OCR software.

You can specify the application from the pop-up menu.

Do not start any application

Saves to the folder specified in Save in.

>>>> Note

Specify the application or folder in the dialog displayed by selecting Add... from the pop-up menu.

Instructions

Opens this guide.

Defaults

Settings (Scan and Stitch) Dialog

Click Scan and Stitch on the (Scanning from a Computer) tab to display the Settings (Scan and Stitch) dialog.

In the **Settings (Scan and Stitch)** dialog, you can make advanced scan settings for scanning items larger than the platen.

| 000 | Settings (Sca | n and Stitch) | | |
|-----------------|--------------------------------|-------------------|----|-----------------|
| ₽ 18 | | | | |
| Auto Scan | Scan Options | | | |
| | Select Source: | Document | \$ | (1) |
| Photo Scan | Color Mode: | Color | \$ | · · · · |
| | Resolution: | 300 dpi | \$ | |
| Document Scan | ► Image Processing Settings | | | |
| Custom Scan | Save Settings | | _ | |
| | File Name: | IMC | • | (2) |
| Scan and Stitch | Data Format: | | | (2) Settings |
| 1 | | | | Jettings |
| Driver | Save in: | i Pictures | \$ | |
| | Check scan results | | | |
| | Application Settings | | | |
| | • Open with an application: | 🙆 My Image Garden | \$ | (3) |
| | Send to an application: | S Preview | \$ | |
| | Send to a folder: | None | \$ | |
| | O Do not start any application | | | |
| | | More Functions | | |
| | | | | |
| Instructions | | Defaults | | ОК |

- (1) Scan Options Area
- (2) Save Settings Area
- (3) Application Settings Area

>>>> Important

When the Settings dialog is displayed from the Scan screen of My Image Garden, the setting items for Application Settings do not appear.

(1) Scan Options Area

Select Source

Select the type of item to be scanned. Scanning photos: **Photo** Scanning documents: **Document** Scanning magazines: **Magazine**



To reduce moire, set Select Source to Magazine.

Color Mode

Select the color mode in which to scan the item.

Resolution

Select the resolution of the item to be scanned.

The higher the resolution (value), the more detail in your image.

Resolution

Image Processing Settings

Click (Right Arrow) to set the following. Available setting items vary by **Select Source**.



When Color Mode is Black and White, Image Processing Settings is not available.

When Select Source is Photo

Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

When Select Source is Magazine or Document

Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

Reduce show-through

Sharpens text in an item or reduces show-through in newspapers, etc.

Reduce moire

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

>>>> Note

Scanning takes longer than usual when you enable **Reduce moire**.

(2) Save Settings Area

File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Select the data format in which to save the scanned images. You can select JPEG/Exif, TIFF, PNG, PDF, or PDF (Multiple Pages).

Important

• You cannot select JPEG/Exif when Color Mode is Black and White.

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

Check scan results

Displays the Save Settings dialog after scanning.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

Do not start any application

Saves to the folder specified in **Save in**.

>>>> Note

Specify the application or folder in the dialog displayed by selecting Add... from the pop-up menu.

Instructions

Opens this guide.

Defaults

Settings (Driver) Dialog

Click **Driver** on the (Scanning from a Computer) tab to display the **Settings (Driver)** dialog.

In the **Settings (Driver)** dialog, you can specify how to save images when scanning items by starting the scanner driver from IJ Scan Utility and how to respond after saving them.

| 00 | Settings | (Driver) | | |
|--------------------|--------------------------------|------------------------|----|----------|
| E 18 | | | | |
| Auto Scan | Save Settings | | | |
| | File Name: | IMG | • | (1) |
| Photo Scan | Data Format: | JPEC/Exif | ; | Settings |
| Document Scan | Save in: | Pictures | : | |
| uter Cocument scan | Enable large image scans | | | |
| Custom Scan | Check scan results | | | |
| Scan and Stitch | Application Settings | | | |
| Scan and Solon | • Open with an application: | G My Image Garden | : | (2) |
| Criver Driver | Send to an application: | 🚯 Preview | \$ | |
| | Send to a folder: | None | + | |
| | Attach to e-mail: | None (Attach Manually) | + | |
| | O Start OCR: | 🕼 My Image Garden | * | |
| | O Do not start any application | | | |
| | | More Functions | | |
| | | | | |
| | | | | |
| Instructions | | Defaults | | ОК |
| Instructions | | Defaults | | ОК |

- (1) Save Settings Area
- (2) Application Settings Area

Important

When the Settings dialog is displayed from My Image Garden, the setting items for Application Settings do not appear.

(1) Save Settings Area

• File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Select the data format in which to save the scanned images. You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, or **PDF** (Multiple Pages).

>>>> Note

- When PDF or PDF (Multiple Pages) is selected, images up to 9600 pixels x 9600 pixels can be scanned.
- When the Enable large image scans checkbox is selected in Save Settings, or when Start OCR is selected in Application Settings, you can select JPEG/Exif, TIFF, or PNG.

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

Enable large image scans

Select this checkbox to scan images up to 21000 pixels x 30000 pixels and 1.8 GB.

Important

- When this checkbox is selected, you cannot select Send to an application, Send to a folder, Attach to e-mail, or Start OCR.
- When the Settings dialog is displayed from My Image Garden, this option does not appear.

>>>> Note

When this checkbox is not selected, images up to 10208 pixels x 14032 pixels can be scanned.

Check scan results

Displays the **Save Settings** dialog after scanning.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

(2) Application Settings Area

Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

Attach to e-mail

Select this when you want to send e-mails with the scanned images attached. You can specify the e-mail client you want to start from the pop-up menu.

Start OCR

Select this when you want to convert text in the image into text data using specified OCR software.

You can specify the application from the pop-up menu.

Do not start any application

Saves to the folder specified in Save in.

>>>> Note

Specify the application or folder in the dialog displayed by selecting Add... from the pop-up menu.

Instructions

Opens this guide.

Defaults

Settings (General Settings) Dialog

Click the (General Settings) tab to display the **Settings (General Settings)** dialog. In the **Settings (General Settings)** dialog, you can set the product to use, file size restriction on e-mail attachment, language to detect text in images, and folder in which to save images temporarily.

| 00 | Settings (| General Setting | s) | | |
|------------------|--------------------------------|-----------------|--------|----------|--------|
| ₽ 18 | | | | | |
| General Settings | Product Name: | Canon | series | | * |
| | E-mail Attachment Size: | No Change | | | \$ |
| | Document Language: | English | | | \$ |
| | Folder to Save Temporary Files | | _ | | |
| | | | | | Browse |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| Instructions | | | | Defaults | ОК |

Product Name

Displays the name of the product that IJ Scan Utility is currently set to use. If the displayed product is not the one you want to use, select the desired product from the list.

• E-mail Attachment Size

You can restrict the size of scanned images to be attached to an e-mail.

You can select Small (Suitable for 640 x 480 Windows), Medium (Suitable for 800 x 600 Windows), Large (Suitable for 1024 x 768 Windows), or No Change.

Important

When the Settings dialog is displayed from My Image Garden, this option does not appear.

Document Language

Select the language for detecting text in images.

Folder to Save Temporary Files

Displays the folder in which to save images temporarily. Click **Browse...** to specify the destination folder.

Instructions

Opens this guide.

Defaults

Data Format Settings Dialog

Display the **Data Format Settings** dialog by one of the following operations.

- Click Settings... of Save Settings on each tab of the Settings dialog
- · Click Settings... of Save Settings in the Save Settings dialog that appears after scanning with the Check scan results checkbox selected in the Settings dialog

In the **Data Format Settings** dialog, you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

| JPEG Image Quality: | Standard \$ |
|--|--------------|
| Create a PDF file that supports keyword search | |
| PDF Compression: | Standard \$ |
| Format for Item Detected as Document in Auto Scan: | (PDF \$) |
| Format for Item Detected as Photo in Auto Scan: | JPEG/Exif \$ |
| Cancel | Defaults OK |

JPEG Image Quality

You can specify the image quality of JPEG files.

· Create a PDF file that supports keyword search

Select this checkbox to convert text in images into text data and create PDF files that support keyword search.

>>>> Note

PDF files that are searchable in the language selected in **Document Language** on

the M (General Settings) tab of the Settings dialog are created.

PDF Compression

Select the compression type for saving PDF files.

Standard

It is recommended that you normally select this setting.

High

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

When Black and White is set for Color Mode on the 🔄 (Scanning from a

Computer) tab of the Settings dialog, PDF files will be saved in **Standard** even if **High** is set.

Format for Item Detected as Document in Auto Scan

You can specify the data format for automatically saving items detected as documents in Auto Scan.

Format for Item Detected as Photo in Auto Scan

You can specify the data format for automatically saving items detected as photos in Auto Scan.

Defaults

Save Settings Dialog

Select the **Check scan results** checkbox in **Save Settings** of the Settings dialog to display the **Save Settings** dialog after scanning.

You can specify the data format and destination while viewing the thumbnails of scan results.

Important

After scanning from My Image Garden, the Save Settings dialog does not appear.

| | Save Settings | |
|---------------|---------------|----------|
| | (1) | a |
| IMG_ | IMG_ | (2) |
| Save Settings | | (2) |
| File Name: | | (3) |
| Data Format: | JPEG/Exif 🛟 | Settings |
| Save in: | Pictures 🗧 | |
| | Cancel | ОК |

- (1) Preview Operation Buttons
- (2) Scan Results Area
- (3) Save Settings Area

(1) Preview Operation Buttons

Image: Provide the state of the

Rotates scanned images 90 degrees counter-clockwise or clockwise.

Select the image you want to rotate, then click (Rotate Left 90°) or (Rotate Right 90°).

Important

The preview operation buttons do not appear when the Enable large image scans checkbox is selected in the Settings (Driver) dialog.

(2) Scan Results Area

Displays the thumbnails of the scanned images. You can change the save order of images via drag-and-drop. The file names for saving appear below the thumbnails.

(3) Save Settings Area

File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

Data Format

Select the data format in which to save the scanned images. You can select JPEG/Exif, TIFF, PNG, PDF, or PDF (Multiple Pages).

Important

- You cannot select **PDF** or **PDF** (Multiple Pages) in the following cases.
 - When scanned by clicking Photo in the IJ Scan Utility main screen
 - The Enable large image scans checkbox is selected in Save Settings of the Settings (Driver) dialog
 - Start OCR is selected in Application Settings of the Settings (Document Scan), Settings (Custom Scan), or Settings (Driver) dialog
- You cannot select JPEG/Exif when Color Mode is Black and White.

Settings...

Click to display the **Data Format Settings** dialog in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

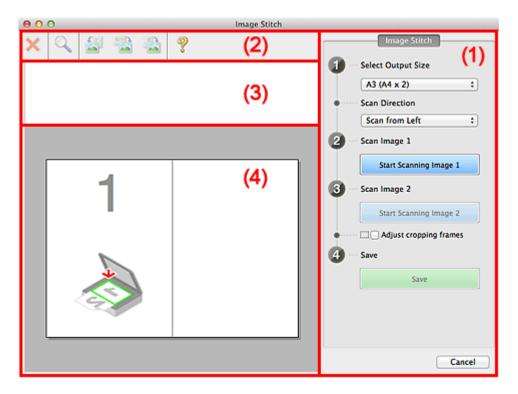
Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Image Stitch Window

Click Stitch in the IJ Scan Utility main screen to display the Image Stitch window.

You can scan the left and right halves of an item larger than the platen and combine the images back into one image. You can scan items up to approximately twice as large as the platen.



- (1) Settings and Operation Buttons
- (2) Toolbar
- (3) Thumbnail View Area
- (4) Preview Area

>>>> Note

The displayed items vary depending on the select source and view.

(1) Settings and Operation Buttons

- Select Output Size
 - B4 (B5 x 2)

Scans the left and right halves of a B4 size item separately.

• A3 (A4 x 2)

Scans the left and right halves of an A3 size item separately.

• 11 x 17 (Letter x 2)

Scans the left and right halves of an item twice as large as Letter size separately.

• Full Platen x 2

Scans the left and right halves of an item twice as large as the platen separately.

Scan Direction

Scan from Left

Displays the first scanned image on the left side.

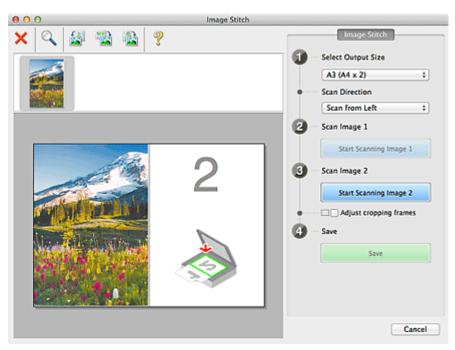
Scan from Right

Displays the first scanned image on the right side.

Scan Image 1

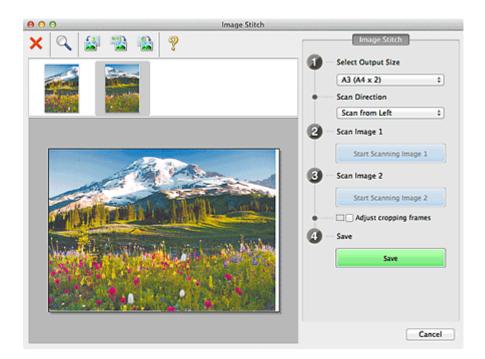
Start Scanning Image 1

Scans the first item.



- Scan Image 2
 - Start Scanning Image 2

Scans the second item.



Adjust cropping frames

You can adjust the scan area in preview.

If no area is specified, the image of the size selected in **Select Output Size** will be saved. If an area is specified, only the image in the cropping frame will be scanned and saved.

Adjusting Cropping Frames in the Image Stitch Window

- Save
 - Save

Saves the two scanned images as one image.

Cancel

Cancels Stitch scan.

(2) Toolbar

Toolbar

You can delete the scanned images or adjust the previewed images.

• 🗙 (Delete)

Deletes the scanned image.

• 📉 (Enlarge/Reduce)

Allows you to enlarge or reduce the preview image. Left-clicking the Preview area enlarges the displayed image. Control-clicking the Preview area reduces the displayed image.



Rotates the preview image 90 degrees counter-clockwise.

Invert Vertically)

Rotates the preview image 180 degrees.

• 🔛 (Rotate Right)

Rotates the preview image 90 degrees clockwise.

• 🎇 (Open Guide)

Opens this page.

(3) Thumbnail View Area

Thumbnail View Area

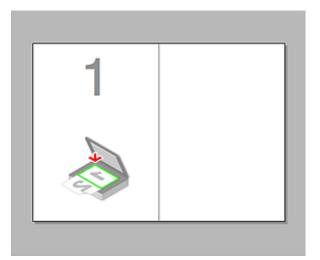
Displays the thumbnails of the scanned images. Appears blank if none has been scanned.

(4) Preview Area

Preview Area

Displays the scanned images. You can adjust the layout by dragging the scanned image or check the results of the settings made in "(1) Settings and Operation Buttons."

When no image has been scanned



After scanning the first item by clicking Start Scanning Image 1



The image is scanned in the direction specified in **Scan Direction**, and **2** appears next to it.



After scanning the second item by clicking Start Scanning Image 2

The two scanned images appear.

Related Topic

• Scanning Items Larger than the Platen (Image Stitch)

Scanning with Scanner Driver

You can scan by starting the scanner driver from various applications.

Refer to Help of Mac OS for how to scan.

Important

When scanning with the scanner driver in Mac OS X v10.6.8, select JPEG or TIFF in Format. Scanned images are saved in the format set in Data Format in the Settings (Driver) dialog of IJ Scan Utility.

>>>> Note

- Refer to "Image Corrections and Color Adjustments" for details on the setting procedures for image correction and color adjustment.
- Refer to "General Notes (Scanner Driver)" for the scanner driver.
- Refer to "Updating the Scanner Driver" for the scanner driver.
- In the Settings (Driver) dialog of IJ Scan Utility, you can also make advanced settings for scanning with the scanner driver.

Image Corrections and Color Adjustments

You can correct images and adjust colors using the scanner driver.

Important

- When image correction or color adjustment is applied to items without moire, dust/ scratches, or faded colors, the color tone may be adversely affected.
- Image correction results are not reflected in the trial scan screen.

>>>> Note

- Screens may vary depending on the application.
- Selectable settings depend on Kind settings.
- Scanning may take longer than usual when image correction or color adjustment is applied.

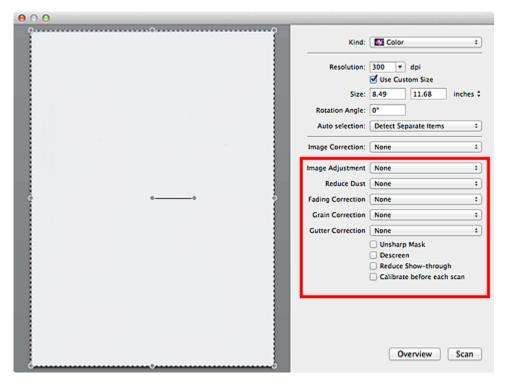


Image Adjustment

When Image Adjustment is set, the brightness of the specified portion of the image is optimized. Images can be adjusted according to the automatically detected item type or the specified item type. The result of the adjustment will be reflected in the entire image.

• None

Image Adjustment will not be applied.

• Auto

Applies Image Adjustment by automatically detecting the item type. It is recommended that you normally select this setting.

Photo

Applies Image Adjustment suitable for photos.

Magazine

Applies Image Adjustment suitable for magazines.

Document

Applies Image Adjustment suitable for text documents.

>>>> Note

If the image is not adjusted properly with **Auto**, specify the item type.

The color tone may change from the source image due to the Image Adjustment. In that case, set Image Adjustment to None.

Reduce Dust

Scanned photos may contain white dots caused by dust or scratches. Use this function to reduce such noise.

• None

Dust and scratches will not be reduced.

• Low

Select this to reduce small dust particles and scratches. Large ones may remain.

Medium

It is recommended that you normally select this setting.

• High

Select this to reduce large dust particles and scratches; however, evidence of the reduction process may remain or delicate parts of the image may be removed.

>>>> Important

This function may not be effective for some types of photos.

>>>> Note

It is recommended that you select **None** when scanning printed materials.

Fading Correction

Use this function to correct photos that have faded with time or have a colorcast. "Colorcast" is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

• None

Fading Correction will not be applied.

• Low

Select this to correct a small amount of fading and colorcast.

• Medium

It is recommended that you normally select this setting.

• High

Select this to correct a large amount of fading and colorcast. This can affect the tone of the image.

Important

- Correction may not be applied properly if the scan area is too small.
- Not effective if **Color** is not selected for **Kind**.

Grain Correction

Use this function to reduce graininess (roughness) in photos taken with high-speed or sensitized film, etc.

• None

Graininess will not be reduced.

• Low

Select this when the photo is slightly grainy.

Medium

It is recommended that you normally select this setting.

• High

Select this when the photo is very grainy. This can affect the gradation and sharpness of the image.

Important

Correction may not be applied properly if the scan area is too small.

Gutter Correction

Use this function to correct shadows that appear between pages when scanning open booklets.

Unclear or blurred text/lines caused by curved pages are not corrected.

• None

Gutter shadow will not be corrected.

• Low

Select this when the effect level is too strong with the medium setting.

• Medium

It is recommended that you normally select this setting.

• High

Select this when the effect level is too weak with the medium setting.

>>>> Important

- Do not place objects that weigh 4.4 lbs (2.0 kg) or more on the platen. In addition, do not press on the item with a force exceeding 4.4 lbs (2.0 kg). If you press heavily, the scanner may not work correctly or you might break the glass.
- Align the item with the edge of the platen. If placed slanted, correction will not be applied properly.



Correction may not be applied properly depending on the item. If the page background is not white, shadows may not be detected correctly or may not be detected at all.

While scanning, press down on the spine with the same amount of pressure you used to preview the scan. If the binding part is not even, correction will not be applied properly.



How to place the item depends on your model and the item to be scanned.

Unsharp Mask

Emphasizes the outline of the subjects to sharpen the image.

Descreen

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

Important

When enabling Descreen, disable Unsharp Mask. If Unsharp Mask is enabled, some moire effects may remain.

>>>> Note

Scanning takes longer than usual when you enable **Descreen**.

Reduce Show-through

Use this function to reduce show-through in duplex documents or lighten the base color in recycled paper and other colored paper when scanning documents.

Important

Reduce Show-through is effective only when Document or Magazine is selected for Image Adjustment.

Calibrate before each scan

Calibrates the scanner every time before trial scanning and scanning, to reproduce correct color tones in scanned images.

>>>> Note

Calibration may take time depending on your computer.

General Notes (Scanner Driver)

The scanner driver is subject to the following restrictions. Keep these points in mind when using the scanner driver.

Scanner Driver Restrictions

- If the computer is shared among multiple users or when you have logged out and back on, a message indicating that the scanner driver is in use may appear. In that case, disconnect the USB cable from the computer, then reconnect it.
- Scanning may fail if the computer has resumed from sleep state with the scanner driver active. In that case, follow these steps and scan again.
 - 1. Turn off the machine.

2. Exit the scanner driver, then disconnect the USB cable from the computer and reconnect it.

3. Turn on the machine.

- Do not connect two or more scanner or multifunction printers with scanner function to the same computer simultaneously. If multiple scanning devices are connected, you may experience errors while accessing the devices.
- When using a network compatible model by connecting to a network, the machine cannot be accessed from multiple computers at the same time.
- When using a network compatible model by connecting to a network, scanning takes longer than usual.
- Make sure that you have adequate disk space available when scanning large images at high resolutions. For example, at least 300 MB of free space is required to scan an A4 document at 600 dpi in full-color.
- Do not enter the computer into sleep or hibernate state during scanning.

Updating the Scanner Driver

- Obtaining the Latest Scanner Driver
- Before Installing the Scanner Driver
- Installing the Scanner Driver

Obtaining the Latest Scanner Driver

Upgrading your current scanner driver to the latest scanner driver may solve some problems you have experienced.

Obtaining the Scanner Driver

To obtain the scanner driver, access our website and download the scanner driver for your model.

Important

Scanner driver can be downloaded for free; however, Internet connection fees apply.

Related Topic

- Before Installing the Scanner Driver
- Installing the Scanner Driver

Before Installing the Scanner Driver

Check the following points before installing the scanner driver. Check these also when you cannot install the scanner driver.

Machine Status

• If the machine and computer are connected with a USB cable, disconnect the USB cable from the computer.

Computer Settings

- Close all running applications.
- Log in as the administrator of the computer. You will be required to enter the name and password of the user with administrator privileges. If you have multiple user accounts on Mac OS X, log in with the first administrator account created.

Important

If you install an older version of the scanner driver after installing a newer one, the scanner driver may not operate properly. In that case, reinstall the newer scanner driver.

>>>> Note

When installing multiple versions of the scanner driver, install the older scanner driver first.

Related Topic

- Obtaining the Latest Scanner Driver
- Installing the Scanner Driver

Installing the Scanner Driver

Access our website via the Internet to download the latest scanner driver. Follow these steps to install the downloaded scanner driver.

1. Mount the disk.

Double-click the downloaded disk image file. The file is decompressed and the disk is mounted.

2. Start the installer.

Double-click the ".pkg" file in the decompressed disk. Installation starts.

3. Install the driver.

Follow the prompts to install.

When the license agreement screen appears, read the terms and click **Continue**. If you do not accept the license agreement, you cannot install this software.

If an authentication screen appears, enter the administrator's name and password, then click **Install**.

4. Complete the installation.

The scanner driver is installed.

Important

Installation may fail if you click Go Back during the process. In that case, select Quit Installer from the Installer menu to exit the installer, then start over the installation.

Scanner driver can be downloaded for free; however, Internet connection fees apply.

Related Topic

- Obtaining the Latest Scanner Driver
- Before Installing the Scanner Driver

Useful Information on Scanning

Adjusting Cropping Frames in the Image Stitch Window

- Resolution
- Data Formats

Adjusting Cropping Frames in the Image Stitch Window

"Cropping" is the act of selecting the area you want to keep in an image and discarding the rest when scanning it.

In the **Image Stitch** window, you can specify a cropping frame on the image displayed in the Preview area.

>>>> Note

Refer to Help of Image Capture for how to adjust the cropping frames (selection boxes) in the screen displayed by clicking **Driver** in the IJ Scan Utility main screen.

Initial Cropping Frame

No cropping frame is specified. When you select the **Adjust cropping frames** checkbox, an active cropping frame is automatically specified around the image in the Preview area. You can drag the cropping frame to specify the area.

When you perform a scan, the image in the area specified with the cropping frame will be scanned.

Adjusting a Cropping Frame

The cursor will change into $\leftrightarrow \ddagger \checkmark \checkmark$ (Arrow) when it is positioned over a cropping frame. Click and drag the mouse to expand or contract the cropping frame.



The cursor will change into $\langle n \rangle$ (Hand) when it is positioned within a cropping frame. Click and drag the mouse to move the entire cropping frame.



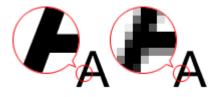
Deleting Cropping Frames

To delete the cropping frame, deselect the Adjust cropping frames checkbox.

Resolution

The data in the image you have scanned is a collection of dots carrying information about brightness and color. The density of these dots is called "resolution", and resolution will determine the amount of detail your image contains. The unit of resolution is dots per inch (dpi). Dpi is the number of dots per inch (2.5 cm).

The higher the resolution (value), the more detail in your image; the lower the resolution (value), the less detail.



How to Set the Resolution

You can set the resolution in **Resolution** on the (Scanning from a Computer) tab of the Settings dialog.

Appropriate Resolution Settings

Set the resolution according to the use of the scanned image.

| Item Type | Use | Color Mode | Appropriate Resolution |
|--------------------------------------|---|---|---------------------------|
| Color photo | Copying (Printing) | Color | 300 dpi |
| | Creating a postcard | Color | 300 dpi |
| | Saving to a computer | Color | 300 dpi |
| | Using on a website or attaching to e-mail | Color | 150 dpi |
| Black and white photo | Saving to a computer | Grayscale | 300 dpi |
| | Using on a website or attaching to e-mail | Grayscale | 150 dpi |
| Text document (document or magazine) | Copying | Color, Grayscale, or Black and White | 300 dpi |
| | Attaching to e-mail | Color, Grayscale, or Black and White | 150 dpi |
| | Scanning text using OCR | Color or Grayscale | 300 dpi |

Important

If you double the resolution, the data size of the scanned image quadruples. If the file is too large, the processing speed will slow down significantly, and you will experience inconvenience such as lack of memory. Set the minimum required resolution according to the use of the image.

>>>> Note

When you will be printing the scanned image by enlarging it, scan by setting a higher resolution than the recommended one above.

Data Formats

You can select a data format when saving scanned images. You should specify the most suitable data format according to how you want to use the image on which application. Available data formats vary by application and operating system (Windows or Mac OS).

See below for the characteristics of each image data format.

PNG (Standard File Extension: .png)

A data format often used on websites. PNG is suitable for editing saved images.

JPEG (Standard File Extension: .jpg)

A data format often used on websites and for digital camera images.

JPEG features high compression rates. JPEG images slightly degrade every time they are saved, and cannot be returned to their original state.

JPEG is not available for black and white images.

TIFF (Standard File Extension: .tif)

A data format featuring a relatively high compatibility between various computers and applications.

TIFF is suitable for editing saved images.

>>>> Note

- Some TIFF files are incompatible.
- IJ Scan Utility supports the following TIFF file formats.
 - Uncompressed, black and white binary
 - Uncompressed, RGB (8 bits per channel)
 - Uncompressed, Grayscale

PDF (Standard File Extension: .pdf)

A data format for electronic documents, developed by Adobe Systems Incorporated.

It can be used on various computers and operating systems, and fonts can be embedded as well; therefore, people in different environments can exchange the files without being aware of the differences.

Placing Items (When Scanning from a Computer)

Learn how to place items on the platen of your scanner or printer. Place items correctly according to the type of item to be scanned. Otherwise, items may not be scanned correctly.

Important

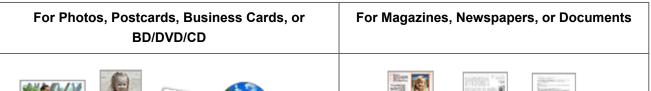
- Do not place objects on the document cover. When you open the document cover, the objects may fall into your scanner or printer, resulting in malfunction.
- Close the document cover when scanning.

Placing Items

Place items as described below to scan by detecting the item type or size automatically.

Important

- When scanning by specifying the paper size in IJ Scan Utility or the scanner driver, align an upper corner of the item with the corner at the arrow (alignment mark) of the platen.
- Photos that have been cut to various shapes and items smaller than 1.2 inches (3 cm) square cannot be cropped accurately when scanning.
- Reflective disc labels may not be scanned as expected.
- When scanned using the scanner driver, the response may differ. In that case, adjust the cropping frame (selection box) manually.

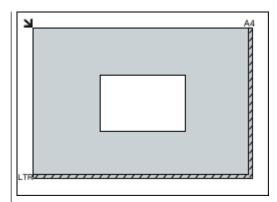


Placing a Single Item

Place the item face-down on the platen, with 0.4 inch (1 cm) or more space between the edges (diagonally striped area) of the platen and the item. Portions placed on the diagonally striped area cannot be scanned.

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Place the item face-down on the platen and align an upper corner of the item with the corner at the arrow (alignment mark) of the platen. Portions placed on the diagonally striped area cannot be scanned.

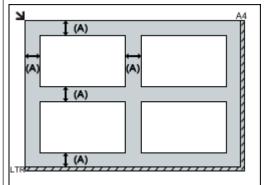


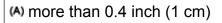
Important

Large items (such as A4 size photos) that cannot be placed away from the edges/ arrow (alignment mark) of the platen may be saved as PDF files. To save in a format other than PDF, scan by specifying the data format.

Placing Multiple Items

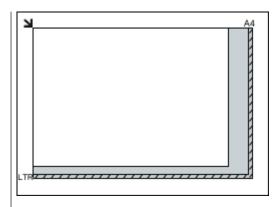
Allow 0.4 inch (1 cm) or more space between the edges (diagonally striped area) of the platen and items, and between items. Portions placed on the diagonally striped area cannot be scanned.





>>>> Note

- In IJ Scan Utility, you can place up to 12 items.
- Positions of slanted items (10 degrees or
- less) are corrected automatically.



Important

Refer to "Loading Originals" for your model from Home of the Online Manual for details on the portions in which items cannot be scanned.