Windows

Color Network ScanGear 2

User's Guide

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Introduction

- How to Use the Manual(P. 3)
- Disclaimers(P. 5)
- Copyright(P. 6)
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How to Use the Manual

This explains things that you need to know in order to use this manual.

Notations Used in the Manual(P. 4)

Notations Used in the Manual

This explains symbols and settings used in this manual.

Symbols Used in This Manual

In this manual, explanations of items and operations that must be followed while using the driver are set forth the symbols that indicate the following.

IMPORTANT

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

NOTE

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

About Settings

In this manual, setting names displayed on the computer screen are represented as shown in the following examples.

Example:

[Scan]

[OK]

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About Color Network ScanGear 2

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About Color Network ScanGear 2

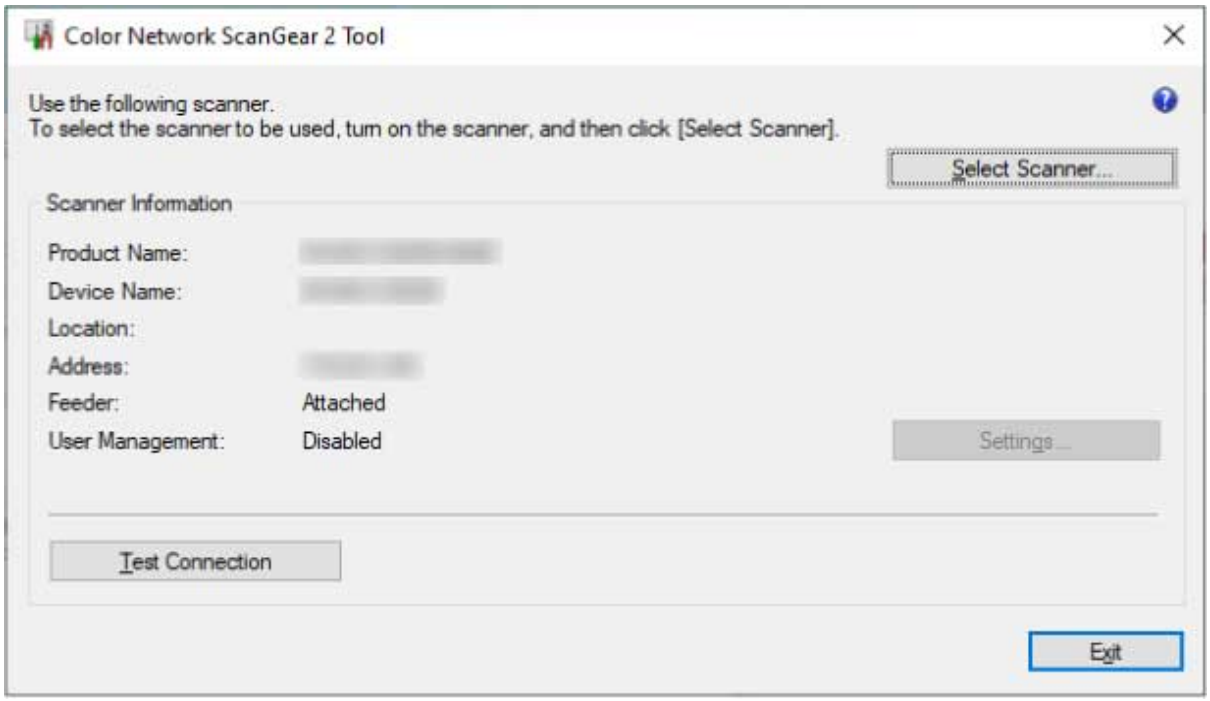
Color Network ScanGear 2 is a scanner driver for using a device connected to a network as a scanner.

If you use this driver in an application that supports WIA (Windows Imaging Acquisition) and 32-bit TWAIN, you can scan images from the scanner.

Color Network ScanGear 2 comprises the two pieces of software below.

Color Network ScanGear 2 Tool

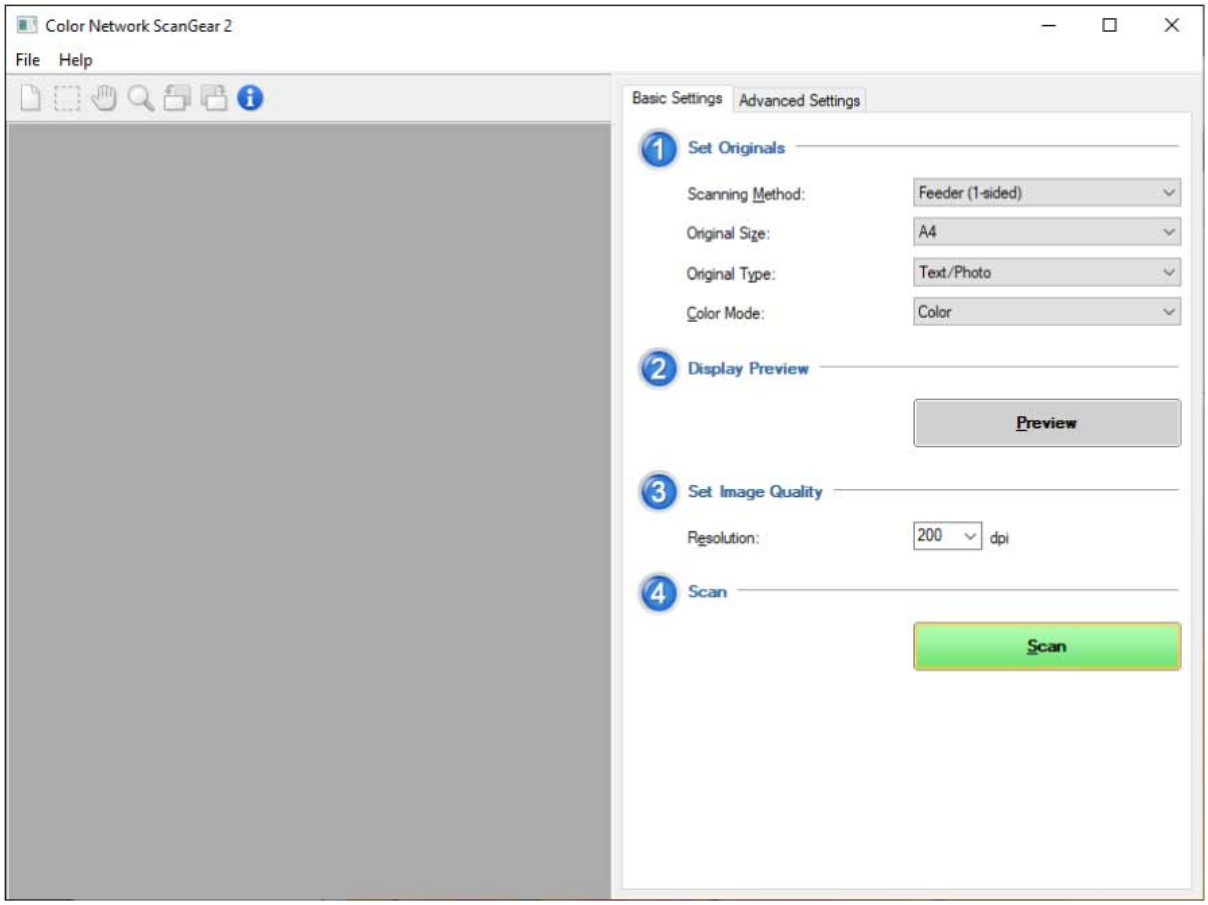
Software for specifying the scanner to be used.



Color Network ScanGear 2 driver

When you select the driver from an application that supports 32-bit TWAIN and WIA, you can scan image data.

The screen of the Color Network ScanGear 2 driver started from a WIA-compatible application is shown below.


Color Network ScanGear 2
File
Help
Basic Settings
Advanced Settings
1
Set Originals
Scanning Method:
Feeder (1-sided)
Original Size:
A4
Original Type:
Text/Photo
Color Mode:
Color
2
Display Preview
Preview
3
Set Image Quality
Resolution:
200
dpi
4
Scan
Scan

Before Use

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Before Use

- The newest driver software is posted on the Canon web site. Please verify the operating environment etc. and download the appropriate software as required.

  Canon Global Site: https://global.canon/
- The functions that you can use may vary according to the following conditions.
  - The device you are using and its settings
  - The firmware version of the device
  - The option structure of the device
  - The driver you are using
  - The driver version
  - The computer environment you are using
- The screen content, procedures, etc. displayed and described in the manual may differ from those actually displayed.
- In this manual, examples using Windows 11 are explained.

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Installing the Driver

This explains items to check and procedures regarding driver installation.

Refer to the items to check before installing the driver.

Also, refer to the procedure indicated here when uninstalling the driver.

Pre-installation Check(P. 15)
Installing the Scanner Driver(P. 21)
Uninstalling the Scanner Driver(P. 23)

Pre-installation Check

This explains what you need to confirm beforehand in order to install the driver correctly.

System Requirements(P. 16)
Installation Preparations and Precautions(P. 18)
Designated Formats When Selecting the Scanner(P. 19)
About the Readme File(P. 20)

System Requirements

This explains the required system environment for using the driver.

Operating Systems

Windows 10/11

Windows Server 2016/Server 2019/Server 2022

NOTE

- Operations under the Server Core environment of Windows Server operating systems are not supported.
- If you want to use Color Network ScanGear 2 in a Windows Server operating system, activate the Desktop Experience function and start WIA services. For the detailed procedure, refer to the Readme file.

Computer

- Any computer which runs the above software properly
- Memory Capacity
  Windows 10 (x86): at least 1GB
  Windows 10 (x64)/11/Server 2016/Server 2019/Server 2022: at least 2GB
- Hard Disk Capacity
  When installing: about 100MB
  When using the driver: about twice the size of the image being scanned
- A monitor having a display resolution of at least 1024x768 dots and at least 256 colors.

Communications Interface

A network host adapter that can communicate on an Ethernet by TCP/IP or UDP/IP.

Scanner

Color imageRUNNER/imageRUNNER ADVANCE/imagePRESS/imageRUNNER/MF Series

Applications that support the following functions

32-bit TWAIN

WIA 1.0/2.0

Combinations of Driver and Operating System Display Languages

Depending on the combination of supported driver languages and the display language of the operating system, correct operation may not be guaranteed. It is recommended that you install with the language selected by default when the installer starts.

Supported Driver Languages

English / Arabic / Basque / Catalan / Chinese (Simplified) / Chinese (Traditional) / Czech / Danish / Dutch / Finnish / French / German / Hungarian / Italian / Japanese / Korean / Malay / Norwegian / Polish / Portuguese / Russian / Slovak / Spanish / Swedish / Thai / Turkish / Ukrainian / Vietnamese

Scope of Guaranteed Operation

	Language of operating system included in supported driver languages	Language of operating system not included in supported driver languages
Installed with language matching the operating system	Guaranteed	--
Installed with language not matching the operating system	Guaranteed*1	Not guaranteed*2

*1 The layout may be broken or the driver may not be displayed correctly.
*2 Operation is only guaranteed when installed with English. However, the layout may be broken or the driver may not be displayed correctly.

Related Topics

About the Readme File(P. 20)

Installation Preparations and Precautions

This explains the preparatory procedures required for installing the driver and what precautions need to be taken when installing.

Acquiring the Installer

You can acquire the installer by any of the following means.

- Download from the web site (32-bit and 64-bit versions)

  Download the Setup version driver from the Canon web site (https://global.canon/).
- Supplied CD-ROM

Scanner Selection

You can use the device you selected in the [Select Scanner] dialog box displayed after the completion of installation as a scanner. When you first use the scanner, select the scanner after completing the following.

- **Designated Formats When Selecting the Scanner(P. 19)**

  Confirm the IP address or host name of the device to use.

  For details about the network settings of the device, refer to the manual of the device.
- Confirming the settings of the authentication function to use (if you can use the authentication function)

IMPORTANT

- To display a device in discovery results via its host name, you need to register the device in the DNS and set reverse DNS lookup. If it is not registered, the discovery time increases and the result will be an IP address. For details about DNS settings, refer to the manual of the device or consult your network administrator.

Precautions to Be Taken When Installing

Take care of the following items when installing.

- If a screen requiring you to allow changes to the computer is displayed, allow the changes.
- If a Windows Security screen indicating that the publisher of the driver cannot by verified is displayed, allow installation.
- For environments where a driver is already installed, the existing driver is updated when the new driver is installed.

Designated Formats When Selecting the Scanner

This describes specific formats and input examples when selecting the scanner.

Among designated formats are the method of specifying by IP address (IPv4 or IPv6 connection) and the method of specifying by host name.

For IP addresses (IPv4 connection)

XXX.XXX.XXX.XXX

XXX: 0 - 255 decimal

Usable characters: numerals (0-9) and periods (.)

For IP addresses (IPv6 connection)

XXXX:XXXX:XXXX:XXXX:XXXX:XXXX:XXXX:XXXX

XXXX: 16-bit hexadecimal

Usable characters: numerals (0-9), letters (a-f and A-F), and colons (:)

Example: 3ae3:90a0:bd05:01d2:288a:1fc0:0001:10ee

If the numerals in each session start with zeros, the leading zeros can be omitted.

Example: f0f0:1:20:300:1000:100:20:3 = f0f0:0001:0020:0300:1000:0100:0020:0003

If the zero sections continue, they can be omitted by specifying ::. However, this omission is limited to one continuation.

Example 1: 1234:4567::9abc = 1234:4567:0000:0000:0000:0000:0000:9abc

Example 2: 1234:4567::f1f2:0:0:9abc = 1234:4567:0000:0000:f1f2:0000:0000:9abc

When specifying a host name

You can specify the host name in the form of either "host name + sub-domain name + domain name" or simply "host name."

When host name + sub-domain name + domain name have been specified:

Example: Server1234.canon.co.jp

When specifying host name only:

Example: Server1234

NOTE

- You can also specify an IP address and host name outside the subnet (network having the same network ID).

About the Readme File

Precautions when installing drivers or using drivers are written in the Readme file.

The Readme file is stored under the following name within the package folder of the driver.

Readme_en.hta

Also, you can refer to the Readme file after installing the driver by the following procedure.

Click Start menu > [All apps] > [Color Network ScanGear 2] > [Readme].

If [All apps] is not displayed above the pinned apps on the Start menu, use the following procedure.

Click Start menu > list of apps > [Color Network ScanGear 2] > [Readme].

Installing the Scanner Driver

This explains the procedure for installing the scanner driver.

To use the scanner, you need to select the device you are using as a scanner after the installation is complete.

Prerequisites

- **System Requirements(P. 16)**
- **Installation Preparations and Precautions(P. 18)**
- When starting the computer, log on as a user with administrator privileges.

Procedures

1 Start the installer.

If you are using an installer downloaded from the web site

Double-click the downloaded file to decompress it. If the installer does not start automatically after it is decompressed, double-click [Setup.exe].

If you are using the accompanying CD-ROM

(1) Set the CD-ROM in the computer.

If the CD-ROM menu is not displayed, click the subsequent "Open details."

Start the installer by following the procedure below.

- If a message prompting you to insert a CD-ROM is displayed or if Windows Explorer is displayed: Execute [MInst.exe].
- If nothing is displayed: Double-click the CD-ROM icon.
- If the above [MInst.exe] file does not exist: Execute the [Setup.exe] file in the driver folder of the CD-ROM.

If you executed [Setup.exe], proceed to step **2.(P. 21)**

(2) If the language selection screen is displayed, select a language → click [OK].

(3) Click [Installation] from the menu screen.

(4) If the [Select the Type of Connection] screen is displayed, select [Network Connection] → click [Next].

(5) On the [Installation] screen, confirm that [Color Network ScanGear 2] is selected → click [Install].

(6) Confirm the content of the CANON SOFTWARE LICENSE AGREEMENT → click [Yes].

2 Select a language → click [OK].

3 When the CANON SOFTWARE LICENSE AGREEMENT is displayed, confirm the content → click [Yes].

4 Click [Next] in the start installation screen.

The installer is started and the progress status screen is displayed.

5 Click [Close].

If a message is displayed prompting you to restart your computer, following the instructions in the message.

When the installation is complete, the [Select Scanner] dialog box of the [Color Network ScanGear 2 Tool] is displayed.

When you first use this driver, continue by performing the scanner selection procedure.

Related Topics

Selecting the Scanner(P. 27)

Uninstalling the Scanner Driver

This explains the procedure for uninstalling the scanner driver.

There are two methods for uninstalling: using the uninstallation function of Windows, and using the installer.

Prerequisites

- When starting the computer, log on as a user with administrator privileges.

Procedures

To Uninstall Using Windows Functions

1 Display [Apps] (or [System]) > [Installed apps] (or [Apps & features]) from [Settings] in the Start menu.

2 Click [...] for [Color Network ScanGear 2] (or select [Color Network ScanGear 2]) → click [Uninstall].

To Uninstall Using the Installer

1 Start the installer of the driver.

2 Click [Next] in the start uninstallation screen.

3 Click [Close].

If a message is displayed prompting you to restart your computer, following the instructions in the message.

Related Topics

Installing the Scanner Driver(P. 21)

Scanning from an Application

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Scanning from an Application

This explains the preparations you need to make before scanning and the actual scanning procedure.

Preparations Prior to Scanning(P. 26)
Scanning with the Basic Settings(P. 30)
Scanning with Customized Settings(P. 33)

Preparations Prior to Scanning

This explains the procedure for selecting the scanner as preparation prior to scanning, and bringing the remote scanner function of the device online.

Selecting the Scanner(P. 27)
Switching the Scanner Online/Offline(P. 29)

Selecting the Scanner

This explains the procedure for selecting a device in the Color Network ScanGear 2 Tool and using it as a scanner.

Devices to use can be specified via IP address or host name, or selected from the devices discovered on the same subnet (network with the same network ID).

The selected scanner can also be changed.

Prerequisites

- Driver installation
- Closing the Color Network ScanGear 2 screen

  The Color Network ScanGear 2 Tool cannot be running at the same time.
- **Designated Formats When Selecting the Scanner(P. 19)**

  Confirm the IP address or host name of the device to use.

  For details about the network settings of the device, refer to the manual of the device.
- Confirming the settings of the authentication function to use (if you can use the authentication function)

IMPORTANT

- To display a device in discovery results via its host name, you need to register the device in the DNS and set reverse DNS lookup. If it is not registered, the discovery time increases and the result will be an IP address. For details about DNS settings, refer to the manual of the device or consult your network administrator.

Procedures

1 Start the Color Network ScanGear 2 Tool → click [Select Scanner].

The [Select Scanner] dialog box of the Color Network ScanGear 2 Tool automatically starts after installing the driver. Proceed to step **2.(P. 27)**

The Color Network ScanGear 2 Tool can be started with the following procedure.

Click Start menu > [All apps] > [Color Network ScanGear 2] > [Color Network ScanGear 2 Tool].

If [All apps] is not displayed above the pinned apps on the Start menu, use the following procedure.

Click Start menu > list of apps > [Color Network ScanGear 2] > [Color Network ScanGear 2 Tool].

2 In the [Select Scanner] dialog box, select the scanner → click [OK].

Use either of the following methods to select the scanner.

To specify the IP address or host name of the scanner

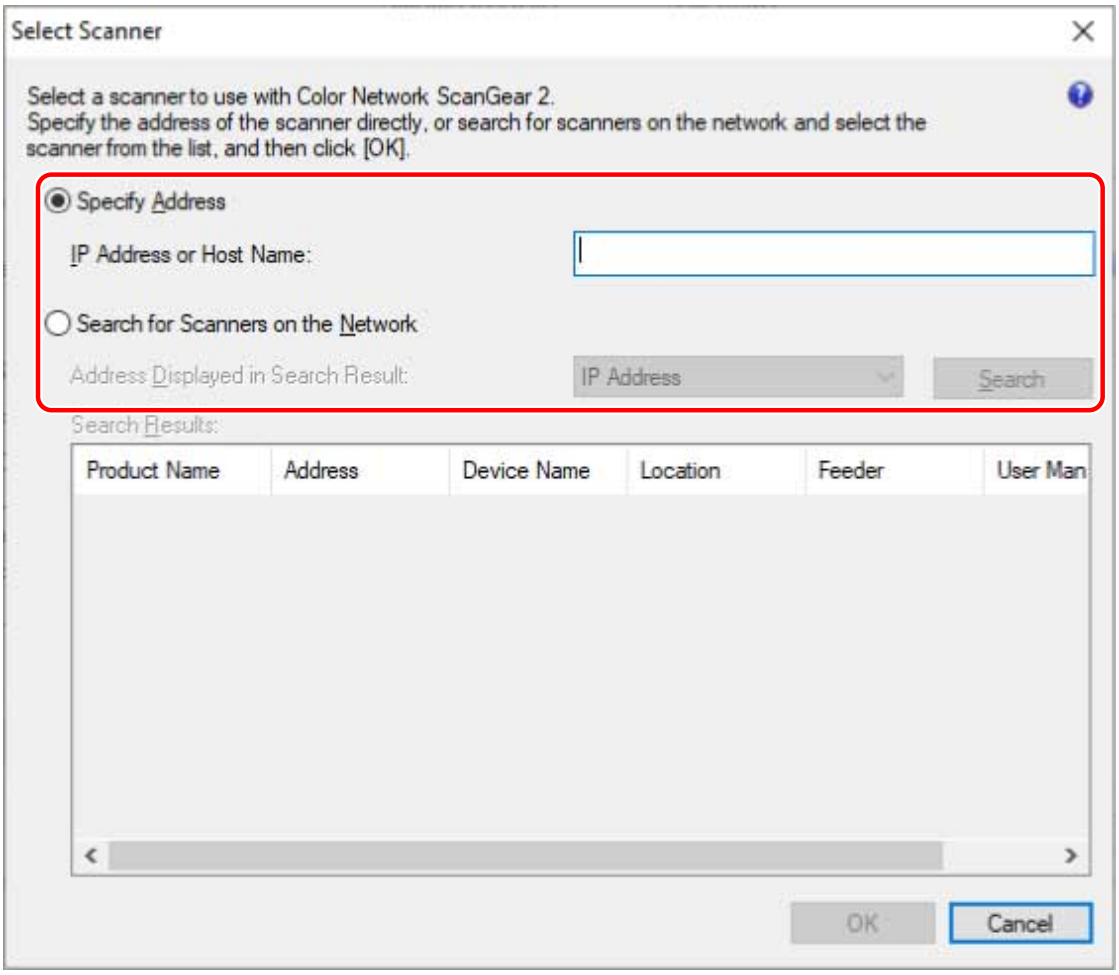
Select [Specify Address] → enter the IP address or host name of the device to use in [IP Address or Host Name].

To discover scanners on a network

(1) Select [Search for Scanners on the Network].

(2) Select [IP Address] or [IP Address or Host Name] from [Address Displayed in Search Result] → click [Search].

(3) Select the scanner to use from [Search Results].



3 Confirm [Scanner Information] displayed in the Color Network ScanGear 2 Tool.

[User Management]: When multiple authentication methods are displayed, select the authentication method to use. You can configure the settings to use for the authentication function in [Settings].

[Test Connection]: You can confirm whether the selected scanner can be used.

4 Click [Exit].

Related Topics

- **Color Network ScanGear 2 Tool(P. 54)**
- **[Select Scanner] Dialog Box(P. 54)**
- **Results are not displayed by host name when discovering devices(P. 60)**

Switching the Scanner Online/Offline

This explains the procedure for setting the remote scanner function online in order to use the scanner function at the device.

When using functions other than scanning, set the scanning function to offline.

Depending on the device you are using, you can set automatic online/offline. For details, refer to the manual of the device.

To Use the Scan Function

1 Press [Scanner] in the [Home] screen of the device.

2 Press [Online].

The scanner is online.

To Use the Functions Other Than the Scan Function

1 Press [Scanner] in the [Home] screen of the device.

2 Press [Offline] in the remote scanner screen.

The scanner is offline.

NOTE

- While data is being transferred, you can use other functions even if the scanner is online.
- If you press [Offline] while scanning, a scan cancellation confirmation dialog box is displayed. Clicking [Yes] interrupts scanning and the scanner goes offline.

Scanning with the Basic Settings

This explains the procedure for using the driver to scan with the basic settings.

NOTE

- When using this driver with the WIA-TWAIN compatibility mode of the operating system, etc., a UI dependent on the operating system is displayed and the procedure differs from that described here.

Prerequisites

- Selecting the scanner in the Color Network ScanGear 2 Tool
- Confirming that the scanner is online

Procedures

1 Place the originals in the device.

The orientation of the originals differs according to where the originals are placed.

- Feeder: Place the originals with the side to scan face up.
- Platen glass: Place the originals with the side to scan face down.

2 Select the scan function from the application menu → select [Color Network ScanGear 2].

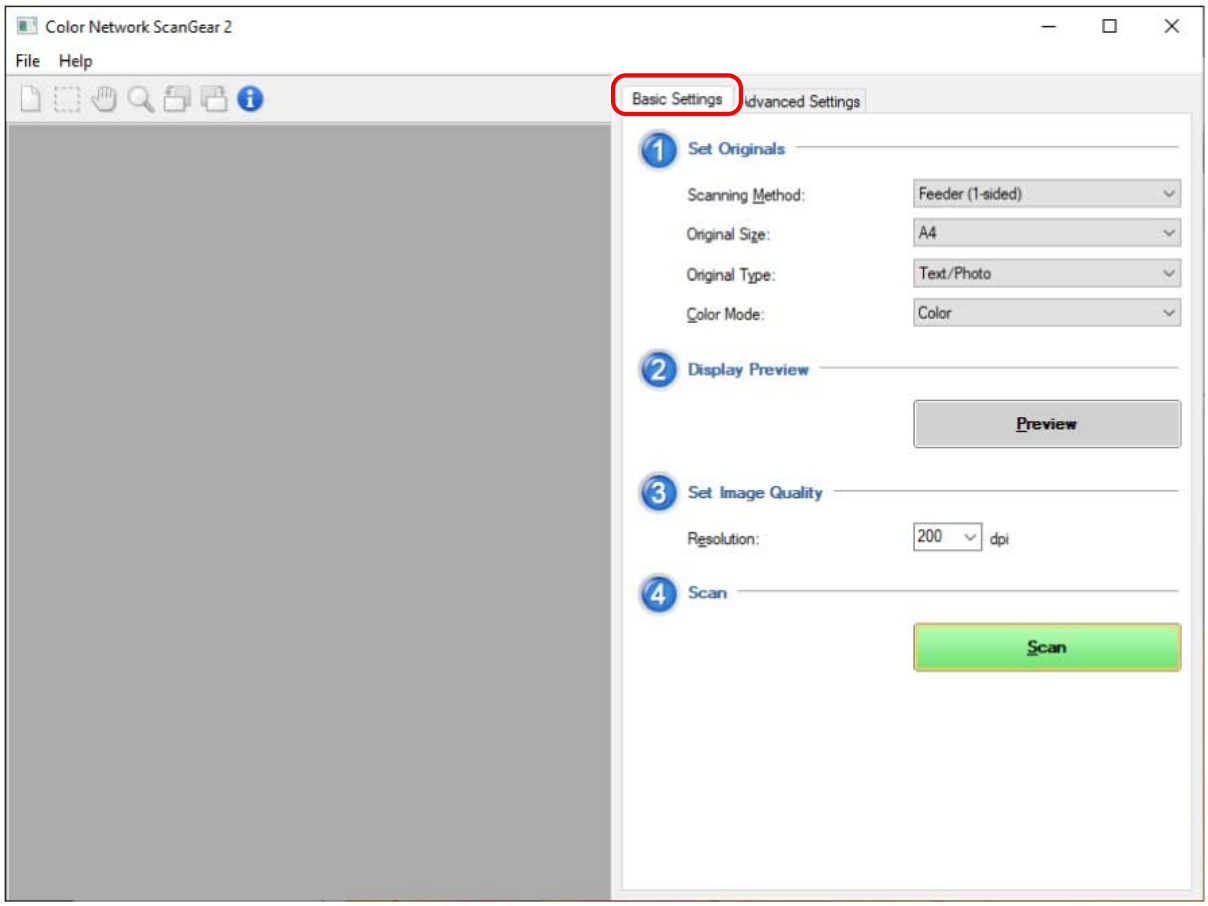
The scan settings screen of Color Network ScanGear 2 is displayed.

The procedure for displaying the scan settings screen may vary according to the application.

NOTE

- Depending on the TWAIN supported application, both a TWAIN compatible driver and WIA compatible driver via the WIA-TWAIN compatibility mode may be displayed with the same name when selecting the driver.
- Information for the selected scanner can be checked in [File] > [Scanner Information] on the scan settings screen.

3 Display the [Basic Settings] sheet.



4 Select the location where the originals are placed in [Scanning Method] → select the original size for scanning in [Original Size].

5 Select [Original Type] and [Color Mode].

6 When scanning from the platen glass, click [Preview] → specify the range to scan as required.

When something other than [Auto] is selected in [Original Size], you can specify the range to scan by dragging the mouse in the preview area.

The range enclosed with dotted lines is scanned. You can perform the following operations on the specified range.

- Move: Drag the dotted line frame.
- Resize: Drag the handle (black square) above the frame lines.
- Cancel scan range: Click outside the specified range.

7 Set the resolution for scanning the originals in [Resolution], as required.

8 Click [Scan].

The scanned image is displayed in the application.

If the Color Network ScanGear 2 screen does not automatically close after scanning, click the close button on the top of the screen.

IMPORTANT

- Do not operate the Color Network ScanGear 2 screen until the scanning dialog box is displayed after clicking [Scan].

Related Topics

- **Selecting the Scanner(P. 27)**
- **Switching the Scanner Online/Offline(P. 29)**
- **[Basic Settings] Sheet(P. 48)**

Scanning with Customized Settings

This explains the procedure for scanning with detailed settings customized, such as the original orientation and color adjustment.

NOTE

- When using this driver with the WIA-TWAIN compatibility mode of the operating system, etc., a UI dependent on the operating system is displayed and the procedure differs from that described here.

Prerequisites

- Selecting the scanner in the Color Network ScanGear 2 Tool
- Confirming that the scanner is online

Procedures

1 Place the originals in the device.

The orientation of the originals differs according to where the originals are placed.

- Feeder: Place the originals with the side to scan face up.
- Platen glass: Place the originals with the side to scan face down.

2 Select the scan function from the application menu → select [Color Network ScanGear 2].

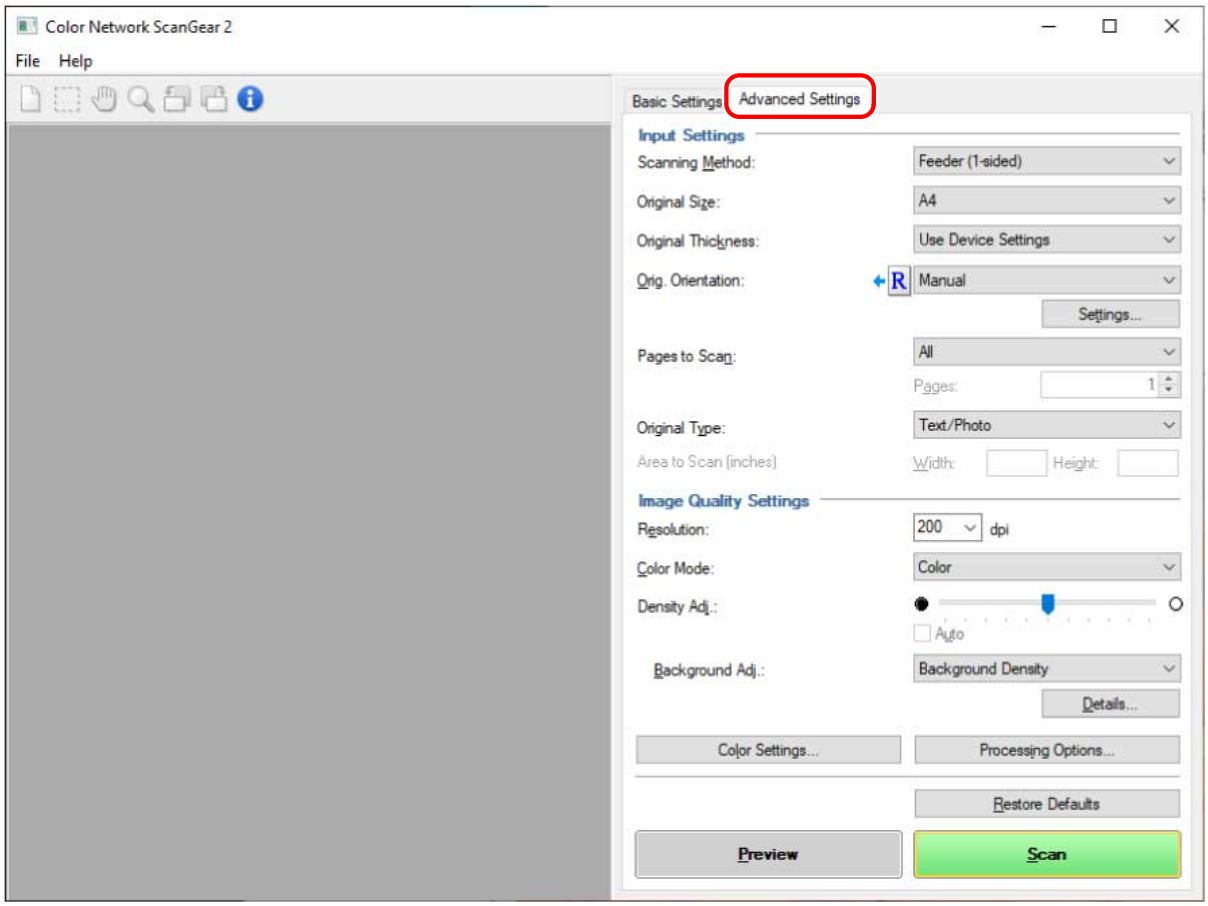
The scan settings screen of Color Network ScanGear 2 is displayed.

The procedure for displaying the scan settings screen may vary according to the application.

NOTE

- Depending on the TWAIN supported application, both a TWAIN compatible driver and WIA compatible driver via the WIA-TWAIN compatibility mode may be displayed with the same name when selecting the driver.
- Information for the selected scanner can be checked in [File] > [Scanner Information] on the scan settings screen.

3 Display the [Advanced Settings] sheet.



4 Select the location where the originals are placed in [Scanning Method].

5 Select the original size for scanning in [Original Size] → specify the range to scan as required.

The range to scan can be specified in [Preview] or with numeric values.

To specify the range to scan in the preview area

You can use this method when scanning from the platen glass with something other than [Auto] selected in [Original Size].

(1) Click [Preview].

(2) Specify the range to scan by dragging the mouse in the preview area.

The range enclosed with dotted lines is scanned. You can perform the following operations on the specified range.

- Move: Drag the dotted line frame.
- Resize: Drag the handle (black square) above the frame lines.
- Cancel scan range: Click outside the specified range.

To specify the range to scan with numeric values

(1) When scanning from the feeder, select [Specify Area to Scan] in [Original Size].

[Area to Scan] may not be enabled, depending on the feeder.

(2) In [Area to Scan], enter the width and height of the range to scan in [Width] and [Height].

6 If necessary, configure other scan settings.

7 Click [Scan].

The scanned image is displayed in the application.

If the Color Network ScanGear 2 screen does not automatically close after scanning, click the close button on the top of the screen.

IMPORTANT

- Do not operate the Color Network ScanGear 2 screen until the scanning dialog box is displayed after clicking [Scan].

Related Topics

- **Selecting the Scanner(P. 27)**
- **Switching the Scanner Online/Offline(P. 29)**
- **[Advanced Settings] Sheet(P. 50)**

Linking the Driver and the Device

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Linking the Driver and the Device

Managing the Scan Status by Group(P. 38)
Restricting the Available Scan Functions by User(P. 41)

Managing the Scan Status by Group

You can gather users into groups such as departments and manage the scan status by department ID.

This function is called Department ID Management.

When the Department ID Management function is set, only users authenticated on the device can scan using this driver.

This explains the procedure for scanning and the procedure for saving the authentication information required for the Department ID Management function.

Saving the Authentication Information Required for the Department ID Management Function

You can eliminate the need to set authentication information each time you scan by following this procedure to save the information in advance.

Prerequisites

- Setting the Department ID Management function on the device side

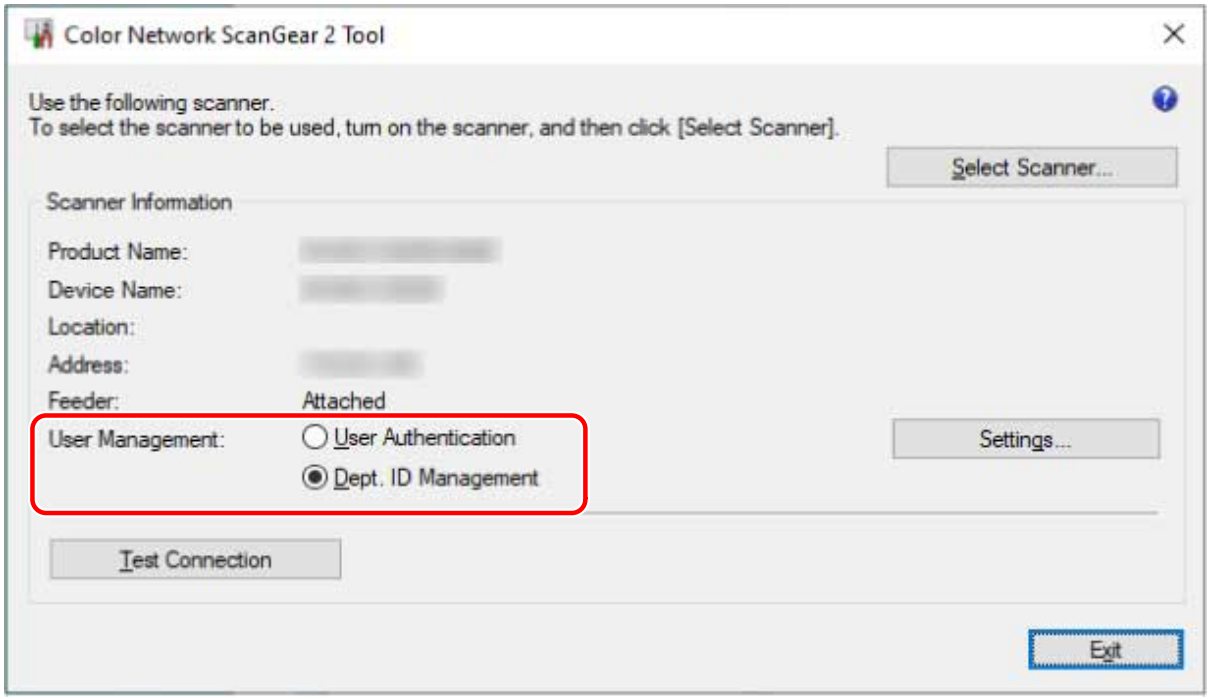
  For details, refer to the manual of the device.

Procedures

1 **In the Color Network ScanGear 2 Tool, select the device to use as a scanner.**

2 **In [Scanner Information] > [User Management], select [Dept. ID Management].**

Only [Dept. ID Management] may be displayed in [User Management], depending on the selected scanner.



3 **Click [User Management] > [Settings].**

4 **In the [Department ID/PIN Settings] dialog box, enter [Department ID] and [PIN] → click [OK].**

To enter a PIN, select [Save PIN] and enter the PIN.

To confirm the department ID and PIN when scanning, select [Confirm Authentication Information When Scanning].

5 **Click [Exit] for the Color Network ScanGear 2 Tool.**

Scanning with the Department ID Management Function Set

Prerequisites

- Selecting the scanner in the Color Network ScanGear 2 Tool
- Confirming that the scanner is online

Procedures

1 **Save the authentication information as required.**

Configure the settings by following the procedure below.

Saving the Authentication Information Required for the Department ID Management Function(P. 38)

2 Execute scanning.

3 If the [Confirm Department ID/PIN] dialog box is displayed, enter [Department ID] and [PIN] → click [OK].

Scanning starts.

NOTE

- The [Confirm Department ID/PIN] dialog box may not be displayed, depending on the combination of application and operating system used.

  In this case, save the authentication information in advance in the [Department ID/PIN Settings] dialog box of the Color Network ScanGear 2 Tool in order to use the user management function.

Related Topics

- **Selecting the Scanner(P. 27)**
- **Scanning with the Basic Settings(P. 30)**
- **Scanning with Customized Settings(P. 33)**
- **Color Network ScanGear 2 Tool(P. 54)**
- **[Department ID/PIN Settings] Dialog Box(P. 55)**
- **[Confirm Department ID/PIN] Dialog Box(P. 56)**

Restricting the Available Scan Functions by User

Only users authenticated with a user name and password can use this driver to perform scanning.

This function is called the User Authentication function.

This explains the procedure for scanning and the procedure for saving the authentication information required for the User Authentication function.

Saving the Authentication Information Required for the User Authentication Function

You can eliminate the need to set authentication information each time you scan by following this procedure to save the information in advance.

Prerequisites

- Setting the User Authentication function on the device side

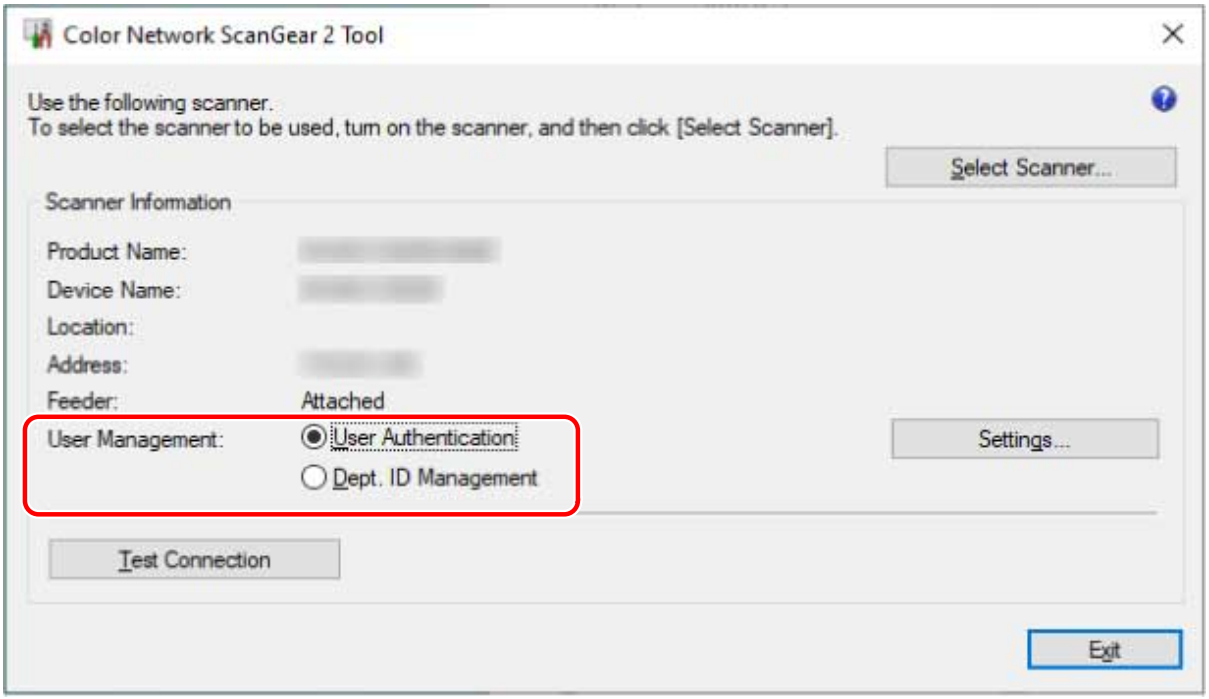
  For details, refer to the manual of the device.

Procedures

1 In the Color Network ScanGear 2 Tool, select the device to use as a scanner.

2 In [Scanner Information] > [User Management], select [User Authentication].

Only [User Authentication] may be displayed in [User Management], depending on the selected scanner.



3 **Click [User Management] > [Settings].**

4 **In the [User Authentication Settings] dialog box, enter [User Name] and [Password] → click [OK].**

To enter a password, select [Save Password] and enter the password.

To confirm the user name and password when scanning, select [Confirm Department ID/PIN When Scanning].

5 **Click [Exit] for the Color Network ScanGear 2 Tool.**

Scanning with the User Authentication Function Set

Prerequisites

- Selecting the scanner in the Color Network ScanGear 2 Tool
- Confirming that the scanner is online

Procedures

1 **Save the authentication information as required.**

Configure the settings by following the procedure below.

Saving the Authentication Information Required for the User Authentication Function(P. 41)

2 **Execute scanning.**

3 **If the [Confirm User Name/Password] dialog box is displayed, enter [User Name] and [Password] → click [OK].**

Scanning starts.

NOTE

- The [Confirm User Name/Password] dialog box may not be displayed, depending on the combination of application and operating system used.

  In this case, save the authentication information in advance in the [User Authentication Settings] dialog box of the Color Network ScanGear 2 Tool in order to use the user management function.

Related Topics

- **Selecting the Scanner(P. 27)**
- **Scanning with the Basic Settings(P. 30)**
- **Scanning with Customized Settings(P. 33)**
- **Color Network ScanGear 2 Tool(P. 54)**

[User Authentication Settings] Dialog Box(P. 54)
[Confirm User Name/Password] Dialog Box(P. 55)

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Settings List

- Menu Bar/Toolbar(P. 46)
- [Basic Settings] Sheet(P. 48)
- [Advanced Settings] Sheet(P. 50)
- Color Network ScanGear 2 Tool(P. 54)

Menu Bar/Toolbar

You can display information for Color Network ScanGear 2 in the menu.

You can also use the toolbar buttons to perform operations on the image in the preview area.

Menu Bar

[File]

[Scanner Information]

Displays the information of the device selected as the scanner.

[Unit]

Select the unit used for specifying the scan range as numeric values in [Advanced Settings] > [Area to Scan].

[Exit]

Exits Color Network ScanGear 2.

[Help]

[Color Network ScanGear 2 Help]

Displays the help for Color Network ScanGear 2.

[About]

Displays the version information for Color Network ScanGear 2.

Toolbar

[ ]

Clear the image displayed in the preview area.

If the image was zoomed, the image size returns to the size of the original.

The scan range and rotation settings are also cleared.

[ ]

Specify the range to scan.

When this is set, the same scan range is specified next time.

[ ]

When the image is zoomed in, drag the image with the mouse to scroll it and move the display position.

[ ]

Zoom the entire image.

Left-click the mouse over the image to zoom in or right-click the mouse to zoom out. There are five zoom ratios (1:1, approx. 1.5:1, approx. 2:1, approx. 3:1, and approx. 4:1).

The size of the actual scanned image does not change.

[ ]/[ ]

Rotate the image 90 degrees counterclockwise or clockwise.

[ ]

Displays the information of the device selected as the scanner.

[Basic Settings] Sheet

You can set the basic items for scanning.

You can operate in order from [ ] to [ ] on the sheet to scan with general settings configured.

[Scanning Method]

Select the method for placing the originals and the surface to scan.

[Original Size]

Select the original size.

[Free Size]

Enables you to scan non-standard size originals.

When scanning different width originals with [Free Size] specified, they may be scanned with blank areas or with the image cut off, depending on the feeder.

[Different Size (Letter/Legal)]

Enables you to scan Letter size and Legal size originals together in the feeder.

[Different Size Originals] ▶ **[Different Size Originals] Dialog Box**

Enables you to scan different size originals together in the feeder.

The combination of original sizes that can be placed differs according to the scannable range of the device.

Size Combinations	[Same Width]		[Different Width]
Maximum Scannable Range of Device	A3/11x17	A4/Letter	A3/11x17
Combination of Original Sizes	A4/A3 B4/B5 A4R/A5 8K/16K Letter/11x17 LetterR/Legal/Statement	A4/A5 Letter/Legal/Statement	A3/B4 A4/B5 B4/A4R B5/A5 A3/8K A4/16K 8K/A4R 16K/A5 Letter/LetterR/11x17 Legal/Statement

[Original Type]

Select the mode suitable for the original type.

[Color Mode]

Select the color mode of the original.

[Black and White]

Suitable for scanning originals with a large amount of text and lines and a small amount of color and gray. Results in the smallest data size for the scanned image.

[Grayscale]

Suitable for scanning photos, etc. realistically. Scans the original as 256 shades of density from white to black.

[Color]

Scans the original as a full color image. The file size of scanned images is largest with this setting.

[Auto (Color/B&W)]

Automatically detects the state of the original to determine the color mode.

[Preview]

When an original is placed on the platen glass, previews the original with the current settings.

You can also specify the range to scan in the preview area. The range to scan is displayed with dotted lines.

This function can be used when [Platen Glass] is selected in [Scanning Method] and something other than [Auto] is selected in [Original Size].

[Resolution]

Sets the resolution. You can also manually enter a numeric value in increments of one dpi.

The resolutions that can be set differ according to the connected device.

[Scan]

Scans the original with the current settings.

Related Topics

Scanning with the Basic Settings(P. 30)

[Advanced Settings] Sheet

You can configure more detailed settings than the [Basic Settings] sheet, such as the original orientation and density adjustment.

Input Settings

[Scanning Method]

Select the method for placing the originals and the surface to scan.

[Original Size]

Select the original size.

[Free Size]

Enables you to scan non-standard size originals.

When scanning different width originals with [Free Size] specified, they may be scanned with blank areas or with the image cut off, depending on the feeder.

[Specify Area to Scan]

Specify the range to scan when scanning from the feeder.

[Different Size (Letter/Legal)]

Enables you to scan Letter size and Legal size originals together in the feeder.

[Different Size Originals] ▶ **[Different Size Originals] Dialog Box**

Enables you to scan different size originals together in the feeder.

The combination of original sizes that can be placed differs according to the scannable range of the device.

Size Combinations	[Same Width]		[Different Width]
Maximum Scannable Range of Device	A3/11x17	A4/Letter	A3/11x17
Combination of Original Sizes	A4/A3 B4/B5 A4R/A5 8K/16K Letter/11x17 LetterR/Legal/Statement	A4/A5 Letter/Legal/Statement	A3/B4 A4/B5 B4/A4R B5/A5 A3/8K A4/16K 8K/A4R 16K/A5 Letter/LetterR/11x17 Legal/Statement

[Original Thickness]

Select the thickness of the original placed in the feeder.

[Orig. Orientation]

Select the method for setting the orientation of the original placed in the feeder.

[Manual]

[Settings] ▶ [Original Orientation Settings] Dialog Box

Manually sets the direction for feeding the originals placed in the feeder and the direction for opening two-sided originals.

[2-Sided Original Opening Type] can be used when [Feeder (2-sided)] is selected in [Scanning Method].

[Auto]

Automatically detects the orientation of the originals. However, this can only be used with the 32-bit version of the driver.

[Pages to Scan]

Specify the pages to scan of the originals placed in the feeder.

When [Specify] is selected, you can enter the original page count in [Pages].

For example, enter "60" in [Pages] to scan a two-sided original with 30 pages.

[Original Type]

Select the mode suitable for the original type.

[Area to Scan]

Specify the range to scan with numeric values. The unit for specifying the values can be changed in [File] > [Unit].

When scanning with the feeder, selecting [Specify Area to Scan] in [Original Size] enables you to specify the range to scan with numeric values. Note that the origin point of the specified range is the center of the feeder.

The origin point of the feeder is indicated below.

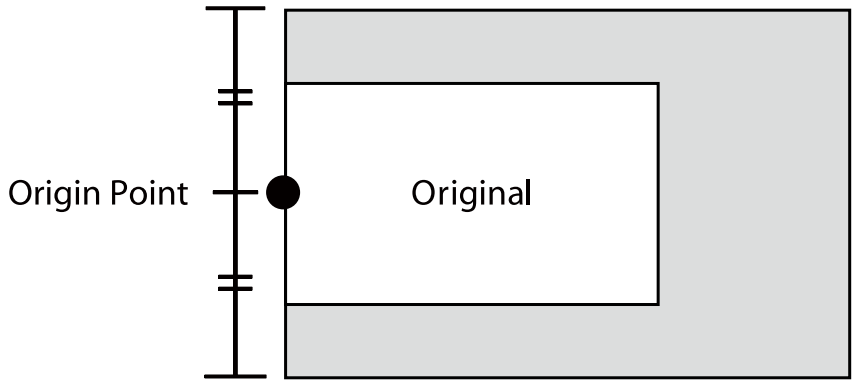

Image Quality Settings

[Resolution]

Sets the resolution. You can also manually enter a numeric value in increments of one dpi.

The resolutions that can be set differ according to the connected device.

[Color Mode]

Select the color mode of the original.

[Black and White]

Suitable for scanning originals with a large amount of text and lines and a small amount of color and gray. Results in the smallest data size for the scanned image.

[Grayscale]

Suitable for scanning photos, etc. realistically. Scans the original as 256 shades of density from white to black.

[Color]

Scans the original as a full color image. The file size of scanned images is largest with this setting.

[Auto (Color/B&W)]

Automatically detects the state of the original to determine the color mode.

[Density Adj.]

Adjusts the density of the image.

When [Auto] is enabled, the automatic density adjustment function on the device side is used. When this device function is used, [Background Adj.] > [Remove Background] or [Prevent Bleed-thru] is also automatically adjusted.

[Background Adj.]

Adjusts the image quality of the original background when [Auto] is not selected in [Density Adj.].

You can perform adjustment so that the reverse side of the original does not bleed through or the background color is not scanned. You can also adjust the background density.

The items that can be adjusted differ according to the connected device.

[Remove Background]

Performs adjustment so that the background color is not scanned.

This is useful when scanning originals with a background color like a catalog or when scanning yellowed originals.

[Details] ▶ [Adjustment for Background Removal] Dialog Box

Performs fine adjustment of the density for each background color.

[Prevent Bleed-thru]

Performs adjustment so that the reverse side of the original does not bleed through.

This is useful when scanning originals printed on both sides of thin paper.

[Details] ▶ [Adjustment for Bleed-Thru Prevention] Dialog Box

Performs fine adjustment of the level for preventing bleed through.

Dragging the slider to the left prevents dense bleed through but may also prevent light areas on the original from being scanned.

Dragging the slider to the right ensures that light areas of the original are scanned but may also prevent bleed through from being reduced entirely.

[Background Density]

Adjusts the density of the background color. Making the background density lighter has the same effect as [Remove Background] and [Prevent Bleed-thru].

You can also adjust the background density to intentionally keep traces of corrections made with correction fluid, etc.

[Details] ▶ [Adjustment for Background Density] Dialog Box

Performs fine adjustment of the density for each background color.

Enabling [Auto Adjust] automatically adjusts the density of each color.

If you adjust [All Colors], all colors are set to the same value as [All Colors].

If you perform fine adjustment of either [Red], [Green], or [Blue], the adjustment value of [All Colors] returns to the default value.

If you enable [Auto (Keeping Traces of Corr.)], the background density is adjusted to keep traces of corrections. If [Black and White] is selected for [Color Mode], it is changed to [Grayscale]. If [Auto (Color/B&W)] is selected, it is changed to [Color]. You will also become unable to adjust the background density and the settings for adjusting the background density will be grayed out.

[Color Settings] ▶ [Color Settings] Dialog Box

Enables you to set the image brightness, contrast, and gamma value.

This setting can be used when [Color Mode] is set to [Color] or [Grayscale] or when scanning a color original with [Color Mode] > [Auto (Color/B&W)].

With [Monitor Gamma], you can adjust the overall brightness by correcting the halftones of the blackest and whitest parts of the original (gamma adjustment). This is useful when scanning photographs etc. that are underexposed or overexposed.

[Processing Options] ▶ [Processing Options] Dialog Box

Enables you to set the options for image processing, such as how to process frame lines and the compression ratio.

[Erase Original Frame]

Erases the shadows around the original and the frame lines.

Scanning using this function creates a white margin with a width of approximately 2.5 mm (0.1 inches) around the original.

This function cannot be used in either of the following cases.

- When either [Auto], [Different Size Originals], [Different Size (Letter/Legal)], or [Free Size] is selected in [Original Size]
- When the range to scan is specified

[Compression Ratio]

Select the compression ratio when compressing an image scanned in color or grayscale in the JPEG format on the device side. The size of scanned image data cannot be increased or decreased with the compression ratio settings.

Normally select [Normal].

A higher compression ratio means less memory of the device is used but lower image quality.

If a message indicating that the size of the image data is too large is displayed, select [High].

[Preview]

When an original is placed on the platen glass, previews the original with the current settings.

You can also specify the range to scan in the preview area. The range to scan is displayed with dotted lines.

This function can be used when [Platen Glass] is selected in [Scanning Method] and something other than [Auto] is selected in [Original Size].

[Scan]

Scans the original with the current settings.

Related Topics

Scanning with Customized Settings(P. 33)

Color Network ScanGear 2 Tool

In the Color Network ScanGear 2 Tool, you can select the device to use as a scanner.

When a user management function can be used with a scanner, you can also save the authentication information.

If you set to confirm the authentication information when scanning, a confirmation dialog box is displayed.

This explains the Color Network ScanGear 2 Tool and the dialog box items for confirming the authentication information.

Descriptions of Settings

[Select Scanner] ▶ [Select Scanner] Dialog Box

Select the scanner to use with Color Network ScanGear 2.

Scanners can be directly specified via IP address or host name, or can be selected from the scanners discovered on the same subnet.

[Specify Address]

Directly specify the IP address or host name of the scanner to use in [IP Address or Host Name].

[Search for Scanners on the Network]

Discovers available scanners on the network and selects the scanner to use from the list.

Scanners are discovered on the same subnet (network with the same network ID) that the computer where Color Network ScanGear 2 is installed is connected to.

[Address Displayed in Search Result]

Select whether to display IP addresses or host names in [Search Results] > [Address].

IP addresses may be displayed even if [IP Address or Host Name] is selected.

[Search]

Starts discovering scanners and displays the list of scanners in [Search Results].

IMPORTANT

- To display a device in discovery results via its host name, you need to register the device in the DNS and set reverse DNS lookup. If it is not registered, the discovery time increases and the result will be an IP address. For details about DNS settings, refer to the manual of the device or consult your network administrator.

[Scanner Information]

Displays the information of the device selected as the scanner.

Includes the name, IP address or host name of the device to use as the scanner, and whether it has a feeder.

[User Management]

Displays the user management functions that can be used by the scanner. If multiple functions are displayed, select the user management function to be used for scanning.

[Dept. ID Management (Disabled for Scans)]: The Department ID Management function is available but cannot be used for scanning.

[Disabled]: User management functions cannot be used.

[Settings] ▶ [User Authentication Settings] Dialog Box

Saves the authentication information used for [User Authentication] in [User Management].

[User Name]

Enter the user name for user authentication that is registered in the scanner.

If the user name is already set, the saved user name is displayed.

[Password]

Enter the password for user authentication that is registered in the scanner.

If the password is already set, the saved password is displayed as asterisks (*).

[Save Password]

Enables [Password] to be entered.

If the password is not set here, enter the password when scanning.

[Confirm Department ID/PIN When Scanning]

Displays the [Confirm User Name/Password] dialog box for confirming the authentication information when scanning.

If this setting is disabled, authentication is automatically performed with the user name and password set in the [User Authentication Settings] dialog box.

[Settings] ▶ [Department ID/PIN Settings] Dialog Box

Saves the authentication information used for [Dept. ID Management] in [User Management].

[Department ID]

Enter the department ID registered in the scanner.

If a department ID is already set, the saved department ID is displayed.

[PIN]

Enter the PIN for the Department ID Management registered in the scanner.

If a PIN is already set, the saved PIN is displayed as asterisks (*).

[Save PIN]

Enables [PIN] to be entered.

If the PIN is not set here, enter the PIN when scanning.

[Confirm Authentication Information When Scanning]

Displays the [Confirm Department ID/PIN] dialog box for confirming the authentication information when scanning.

If this setting is disabled, authentication is automatically performed with the department ID and PIN set in the [Department ID/PIN Settings] dialog box.

[Test Connection]

Tests whether scanning can be performed with the selected scanner. The default driver settings are restored when a test is executed.

Authentication Information Confirmation Dialog Box

A confirmation dialog box for the user management function set in the scanner is displayed when [Scan] is clicked on the scan settings screen.

However, if the setting for confirming the authentication information is disabled, the saved authentication information is used and the scanning is performed without displaying the following dialog boxes.

[Confirm User Name/Password] Dialog Box

[User Name]

Enter the user name for user authentication that is registered in the scanner.

If the user name is already set, the saved user name is displayed.

[Password]

Enter the password for user authentication that is registered in the scanner.

If the password is already set, the saved password is displayed as asterisks (*).

[Confirm Department ID/PIN] Dialog Box

[Department ID]

Enter the department ID registered in the scanner.

If a department ID is already set, the saved department ID is displayed.

[PIN]

Enter the PIN for the Department ID Management registered in the scanner.

If a PIN is already set, the saved PIN is displayed as asterisks (*).

NOTE

- The [Confirm User Name/Password] dialog box or [Confirm Department ID/PIN] dialog box may not be displayed, depending on the combination of application and operating system used.

  In this case, save the authentication information in advance in the [User Authentication Settings] or [Department ID/PIN Settings] dialog box of the Color Network ScanGear 2 Tool in order to use the user management function.

Related Topics

- **Selecting the Scanner(P. 27)**
- **Managing the Scan Status by Group(P. 38)**
- **Restricting the Available Scan Functions by User(P. 41)**

Troubleshooting

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After scanning originals to 100%, scanning stops and the scan process takes time to finish 59
Results are not displayed by host name when discovering devices 60

Troubleshooting

This explains solutions to common problems.

After scanning originals to 100%, scanning stops and the scan process takes time to finish(P. 59)
Results are not displayed by host name when discovering devices(P. 60)

After scanning originals to 100%, scanning stops and the scan process takes time to finish

If the Windows Firewall function is enabled, it may take time until the scan process completes.

In this case, the following causes may be responsible. Follow the information in "Remedy" to solve the problem.

Cause

UDP port communication may not be allowed in Windows Firewall.

Remedy

Allow UDP port communication as indicated in the following procedure.

(1) Display [Network & internet] from [Settings] in the Start menu.

(2) Click [Advanced network settings] > [Windows Firewall].

(3) Click [Advanced settings] on the bottom of the [Firewall & network protection] screen.

(4) Check whether a [Color Network ScanGear 2] set as follows exists in [Inbound Rules] on the displayed screen.

[Protocols and Ports] sheet: [Protocol type] > [UDP], and [Local port] > [Specific Ports] (port number "56338")

NOTE

- Normally, the settings for allowing UDP port communication are automatically configured when installing this driver.

  If not, proceed the following procedure.

(5) Select [Inbound Rules] → select [New Rule] from [Actions].

(6) In [New Inbound Rule Wizard], set the following items in order → click [Next].

- [Rule Type]: [Port]
- [Protocol and Ports]: [UDP]/[Specific local ports] (enter "56338".)
- [Action]: [Allow the connection]
- [Profile]: Select [Private] only.

(7) Enter a name of your choice in [Name] → click [Finish].

The added rule is displayed in the [Inbound Rules] list.

Results are not displayed by host name when discovering devices

When selecting a scanner by discovering devices (*) on the network, the devices may not be displayed by host name.

In this case, the following causes may be responsible. Follow the information in "Remedy" to solve the problem.

* The procedure for discovering devices is indicated below.
(1) In the Color Network ScanGear 2 Tool, click [Select Scanner] → select [Search for Scanners on the Network] in the displayed dialog box.
(2) Select [Address Displayed in Search Result] > [IP Address or Host Name] → click [Search].

Cause

There is a problem with the status of the DNS server or the DNS settings are incorrect.

Remedy

Confirm the following.

- Is the DNS server address set in the network settings of your computer?
- Is an incorrect DNS server address set in the network settings of your computer?
- Is the DNS server operating?
- Is the device to use registered in the reverse lookup zone of the DNS server?

For the DNS settings, check with your network administrator.

Related Topics

Selecting the Scanner(P. 27)

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