Informatik Scan

Version 14

User Guide

22 October 2015

(Please print this user guide for easy reference)

For the latest user guide please go to www.informatik.com/manuals.html

Contents

Introduction

Always use the latest version. Upgrades from any version 12.x issued after 2011 are free.

Informatik Scan is a desktop scanning software for TWAIN compliant scanners. The scanned documents can be saved in TIFF, PDF and several other graphics formats. For TIFF and PDF the output files can be multi-page.

The program requires Microsoft Framework 4.0 or higher. If you don't already have the Framework installed on your computer, it is freely downloadable from the Microsoft website.

From time to time check the availability of later versions of the program and always run the latest version. Version update information is accessible via the Help menu.

Helpful hint: Instead of right-clicking on the thumbnail or image objects, use 'touch and hold' (long-press).

Ensure that all affected files are safely backed up, and always review the output files.

Trial version

You may use the free trial for thirty (30) days. After 30 days you must uninstall the trial software or purchase a software license. The trial version displays a demo message. At random, a demo notice is added to the output file, or a page is excluded. Use the trial version only for testing.

When you purchase a license you receive an unlock key. The unlock key, entered in the Help -> Register menu, converts the demo version to a licensed version; the Demo nag message is then no longer displayed

Trouble shooting

To diagnose scanning problems, please do the following:

- Turn off the scanner (turn off power), then turn on again and reboot your computer. This may clear the problem.

- Re-select the scanner.

- Toggle between the Flatbed and ADF/Flatbed dropdown list.

- If you get an error message to the effect that the 'scanner is already used by another application....', turn the scanner off the, wait a couple of seconds, then turn it on again. This will clear the problem.

- Make sure that you have the latest TWAIN driver for your scanner model. TWAIN drivers can be downloaded from the scanner manufacturers' websites. Informatik Scan only supports TWAIN-compatible scanners.

- Check the Scanner selection and make sure that you have selected the correct scanner. Some scanners are shown in two modes; the WIA version may not work for an ADF scan.

- If your scanner is set to 'scan ahead' disable that option. Scan Ahead (sometimes called Fast Scan) setting may result in pages being skipped.

- Check and see if there is other scanning software running at the same time. Disable all other scanning software. Some scanners come with their own scanning software; disable it.

- Try to scan with the scanner's own dialog (check the Show scanner dialog' checkbox) and see if that makes a difference.

- If the scanner is operated over a network, determine if the problem is network related. Try to run the scanning directly (scanner attached to your computer) and see if that works.

- If the scanner does not work in Duplex mode, it may be that the Duplex needs to be set in the scanner's own dialog. This is necessary with some scanner models.

- Check all the cable connections; make sure that there is no electrical interference.

- If the problem persists, the scanner may be defective or the Informatik Scan software may be incompatible with the scanner.

- Check the web link in the Help menu for an updated FAQ listing.

Quick tutorial

- Launch the program by clicking on the icon on your screen's desktop, or find and double-click on the Informatik Scan executable file in the C:\Program Files (x86)\Informatik Inc folder. The program opens.

- Select the source of the documents: Flatbed or Automatic document feeder (ADF). Select the scanner, if not already defaulted.

- Choose from the list of preset document size specifications. Only the basic paper sizes are listed. You can create your own Presets in the Setup menu: size, resolution, color, etc. Alternatively, scan with the scanner's own interface.

- Choose the scanning options, such as Duplex, Deskew, Despeckle, Exclude blank pages, Rotate (Auto-rotate, 180, 90, -90 degrees). Most can be set as defaults in Setup.

- If you use separator pages, check the 'Separator pages' checkbox.

- Press 'Scan' or 'Scan UI' (scanner's User Interface). The pages are scanned to a 'workfile'. You can also scan directly, without workfile, with options in the Scan menu, or long-press on the Scan buttons. A workfile displays the scanned pages as thumbnails and allows you to edit and re-arrange the pages before you save the document.

- Many edit options are available, including rotation, removal of borders, cropping, redaction, deskew, restoring. To edit the scanned images, simply open the image and right-click (or long-press) and choose from the many options. Options are also available in the Workfile menu.

- To re-arrange, exclude or group pages, right-click or long-press the thumbnail and choose an option. Other options are available in the Workfile menu."

- Now, specify the Tiff compression (if you save the output to Tiff or PDF) and select the Save options (single, multi-page, serialized, separated). Click on the Save button.

- If you need to append scanned pages to an existing TIFF file, open the existing TIFF file BEFORE you start scanning; open the file via the option in the File menu. The scanned images can then nr inserted at a selected page or appended front or back, as prompted by the system. You can also add a file page after scanning (via File menu).

- For more scanning options and shortcuts go to the Scan menu.

Scanning

The program supports TWAIN-compliant scanners. Ensure that your scanner has the latest TWAIN driver. TWAIN drivers can be downloaded from the scanner manufacturers' websites.

By default, the scanned pages are placed in a temporary Workfile. The current image is displayed in the main window and all pages in the Workfile are shown in a scrollable thumbnail display. The displayed image can be resized by clicking on the display option icon in the left side panel. Alternatively, you can resize the main window by dragging the lower right corner. The pages can then be re-arranged, removed, and page-separated. The images can also be edited (remove black borders, deskew, rotation, cropping, etc). For more detail, see 'Workfile' section below. There are also options to scan and save directly, without the Workfile, via the Scan menu, or long-press on the Scan buttons.

If you only have one scanner on your computer, the program should defaults to that scanner.

Scanners are of either the **Flatbed** or **Automatic document feeder (ADF)** model, or both. If you select the 'ADF or Flatbed' option, the scanner picks the documents from the feeder if loaded, otherwise it scans from the flatbed.

Choose the paper size of the scanned documents. Only the most common paper sizes and resolutions are listed in the dropdown lists. You can create up to eight additional presets in Setup. Each preset can have its own size, scanning area, color setting, resolution, brightness, contrast, etc. Alternatively, scan with the scanner's own user interface and specify your own scan settings. To scan with the scanner's own interface, click on the 'Scan UI' button instead of the 'Scan' button.

There are several scanning settings:

Duplex enables duplex scanning. For some scanner models, the Duplex mode can only be set via the scanner's own dialog. If your scanner does not have a Duplex feature, you can simulate duplexing. See section below.

Check the **Deskew** checkbox to automatically straighten skewed pages, where possible. A manual Deskew option is also available by right-clickingthe displayed scanned image (or long-press).

If the **Despeckle** checkbox is checked, stray pixels are removed from the scanned pages (the result is limited).

The program has an option to exclude virtually blank pages. To exclude blank pages when scanning, you must check the **Exclude blank pages** checkbox before you start scanning. Pages can also be excludes in the Workfile after scanning.

If the **Auto-Rotate** option is checked, the images are rotated 180, 90 or 270 degrees (upside, clockwise, counterclockwise) during the scanning process. This option is typically used if stacks of paper are inserted in the tray upside down to avoid jamming due to staple marks. If you use auto-rotate, any separator pages must also be in the correct orientation.   Individual pages can also be rotated (90, 180 and 270 degrees) in the Workfile, after scanning.

You may want to scan via the scanner's own dialog, or scan without a dialog. The scanner's own dialog (user interface) often provides access to special settings. For some scanners, certain options (for example Duplex) can only be set via the scanner's dialog. To use the scanner's dialog (user interface), press the '**Scan UI**' button instead of the '**Scan**' button.

If a Workfile already exists, the system will prompt you to either clear the Workfile or select an append option.

The program supports **Separator pages**. The format of Separator pages is explained in a separate section below. For the system to recognize separator pages when scanning to the Workfile, the checkbox must be checked. You can also insert or remove separator pages in the Workfile after scanning. See Workfile section below.

Appending pages to existing TIFF File

If you need to append scanned pages to an existing TIFF file, use the following procedure:

- Open the existing TIFF file from the File menu. The pages are displayed in the Workfile.
- Scan the new pages. The system will ask you if you want to add the scanned pages at the back, in front, in between.
- Save the Workfile.

You can also add pages of an existing file to the end of the Workfile, and once so inserted you can move it to any position. Open the existing file from the File menu and select the page.

Scan and save directly without the Workfile

You can scan and save directly without a Workfile. You will find the options in the Scan menu.

Additional options are available in the Scan menu.

Scan and save without workfile – Regular   (F6 shortcut)
Scan and save without workfile – Serialized (F7 shortcut)
Scan and save without workfile – Separator pages (F8 shortcut)
Scan and save without workfile User interface – Regular   (Shift + F6 shortcut)
Scan and save without workfile User interface – Serialized (Shift + F7 shortcut)
Scan and save without workfile User interface – Separator pages (Shift + F8 shortcut)

Alternatively, right-click or long-press the 'Scan' or 'Scan UI' buttons.

If you need to append to an existing TIFF file, use the Workfile method.

Save

After the scanning is done, the pages in the Workfile must be saved. If you scan and save directly, you can ignore this section.

The available options are listed in the dropdown list in the 'Save' section:

- Save the current page only.

- Save the entire Workfile as one multi-page TIFF or PDF file.

- Save each page as a separate file. The file names are then serialized, with a serial suffix added to the file's base name. The suffix by default is _00001 but you can define your own format of suffix in the Setup, with or without a separator character. Alternatively, you can specify the suffix serial as a placeholder, for example `myfile[+1001].tif` or `myfile[+_001].tif`. Exact syntax `[+…]` is important (note the character '+'). By default, the numeric suffix is incremented by one unit, but the number of units can be changed in Setup. Unlike in previous versions, ending numbers in the file's base name are no longer used for serialization.

- Save the pages into several single or multi-page files as set by the separator pages in the Workfile. The files are also given a serialized suffix, as above.

- Save the files marked with a checkmark. Only the files marked will be saved, either as one multi-page file or as individual serialized files.

The Save dialog typically defaults to the last saved file name. If the file name has a numeric suffix, the number is automatically incremented by one unit.

You can auto-generate the filename based on the current date and time, for example 20140909_123456.tif. To effect this option, go to Setup and check the 'Automatic file naming' checkbox.

To save as PDF, you must give the file name a .pdf extension. The program supports both the standard PDF and the PDF/A -1b format. PDF/A files are for long-term archiving.

Optionally you can specify a Default folder. Click on the Default Folder box and select the folder. In Setup, you may specify up to eight default folders, each with a user-friendly name. The default folders are then listed in the pull-down list in Default Folder box for easy selection.

To launch the saved file automatically, check the Auto-launch checkbox immediately below the Save button. The file will be opened automatically in the application that you specified as 'Launch Application A' in Setup.

File formats

Multi-page files can be saved as TIFF or PDF files.
Single (or serialized) files can be saved as TIFF, PDF, BMP, GIF, PNG or JPEG files.

TIFF format

There are three supported TIFF formats:

- **TIFF LZW**
  LZW formats support both monochrome (black and white) and color.

- **TIFF CCITT4 (Group 4)**
  CCITT4 supports only black and white (monochrome) files. CCITT4 offers the best compression and is the most widely used TIFF format. If the current image is in color and you must save it in CCITT4 format, the colors must first be dithered into a monochrome image; right-click on the image and select 'Dither image to monochrome'. If you specify CCITT4 and the image is in color, the page will be saved as LZW.

- **TIFF CCITT3 (Group 3)**
  CCITT3 supports only black and white (monochrome) files. It is now a virtually obsolete format, but still used for some faxing applications. Use it the same way as CCITT4 above.

- **TIFF JPEG**
  TIFF JPEG supports is for color photo-type images. The compression is superior for photo-type images (images that have no solid color areas). Use this option only for photo-type images. TIFF JPEG files are not supported by all software.

Generally, but not in all operating systems, a multi-page TIFF file can be a mix of different TIFF compressions. If a page is a photo-type image, you may want to choose the TIFF JPEG

compression for that page as it provides the best possible compression. However, keep in mind that not all software supports the TIFF JPEG format.

PDF Format

The program supports PDF output. Internally, the system may first create a TIFF file, then convert the temporary TIFF file into PDF. For large multi-page files, the TIFF-to-PDF conversion can take a considerable time. For serialized conversion, the progress bar indicates the status of the progress, but the progress bar is not active for conversions of multi-page conversions, so the time may appear longer that it really is. Typically, for a monochrome page, the TIFF-to-PDF conversion is about half a second per page; for color it will be slower.

PDF files can be standard or encrypted (if processed via the Workdfile). If you create an encrypted file, the system will prompt you to enter the password (user password). If you have opted to hide the password on the entry screen, the password must be entered twice.

Please note that PDF files created by scanning have embedded image rasters and are thus not text-searchable. The compression of the embedded raster image is as per the TIFF compression that you selected.

To save as PDF, you must give the file name a .pdf extension.

BMP, GIF, PNG or JPEG formats

These formats are valid only for single (or serialized) files. They support color.

Workfile

As the pages are scanned, or opened from a TIFF file, they are added to the Workfile. The current image is displayed in a large window; all the pages in the Workfile are shown in a scrollable thumbnail display. If you scan and save directly, you can ignore this section.

The pages can be re-arranged, removed (and re-inserted), check-marked and rotated. Page separators can be inserted.

Right-click (or long-press) a thumbnail for a pull-down menu for:

- Move clicked page
  A prompt window will ask you where you want to move the page. You can move the page to the beginning, to the end or to any page number.

- Add separator above clicked page
  A page separator will be inserted above the clicked page.

- Remove separator above clicked page
  An existing page separator above the clicked page will be removed

- Exclude (remove) clicked page
  The clicked page will be removed. You can later re-insert the removed page from the Edit -> Restore menu.

You will find additional options in the Workfile menu:

- Reverse the page order
  This options reverses the page order; the last page becomes the first page, and vice versa.

- Duplex simulation
  The Duplex Simulation Scanning option re-arranges the pages as if they were scanned in a duplex mode. So, with a regular ADF scanner, scan the stack upside, then scan the same stack downside. The Duplex Simulation will then re-arrange the pages in 1-10-2-9-3-8-4-7-5-6 order. The Duplex Simulation Printing is similar, but the pages are re-arranged in the order 1-3-5-7-9-10-8-6-4-2.

- Add/remove separator pages
  Separators can be added globally at all check-marked pages, or at intervals, for example even-numbered pages. The option also allows you to remove all separators.

- Add/remove checkmarks
  Checkmarks can be added globally to all pages, or to all pages between existing checkmarks (first set). The option also allows you to remove all checkmarks.

- Move checkmarked pages
  This options allows you to move the check-marked pages globally to the beginning, to the end, or to any page location.

- Exclude all blank pages in the Workfile.
  This option is valid only for monochrome (black and white) images and is valid only for un-edited pages

- Restore Workfile
  This options restores the Workfile. All checkmarks and separators are removed. The pages are arranged in the order the pages were added to the Workfile. So, for example, if you scan pages and append them in front; these pages may appear at the end. Use this option with caution.

Editing

The individual scanned images can be edited. Click on the thumbnail to display the page in the large window. Right-click (or long-press) the large image for the following options (or use the option from the Edit menu):

Redact (white-out, black-out)

Select the White and Black option. With the left mouse button pressed, outline the area that you wish to redact. In the popup window select Confirm or Cancel. If you need to white-out many spots around the rim of the image, it is suggested that you use the 'Clean-up rim area' function (see below).

Crop

Select the Crop option. With the left mouse button pressed, outline the area that you wish to crop. In the popup window select Confirm or Cancel.

Deskew

Select the Deskew option. With the left mouse button pressed, draw a line along the slope of the skew.   When you release the mouse, the image will be rotated by the angle of the skew. To undo, right-click on the image again and choose Restore; the image is then restored to the original. Always do the Deskew as the first Edit action.

Remove black background

This option floods the black borders with white. You can thus remove black edges created if the scanner uses a black background. Use this option with caution; any black border that connects un-interrupted with the image will cause part of the image to be flooded in white.

Clean-up rim area

This option can be applied to clean up the border area, for example to clean up punch holes or staple marks. The option works like the crop, but the cropped rectangle is placed back onto a white canvas that has the original size of the image at the original location. With the left mouse button pressed, outline the area that you wish to keep (which would be the inside area of the image). In the popup window select Confirm or Cancel.

Dithering

Use the dithering option if the image is in color and you wish to save it in monochrome.

Rotate

This option rotates the currently displayed image at 90, 180, or 270 degrees. You can also rotate a group of pages with the Rotate option in the Workfile. Furthermore, it is possible to rotate all pages 180 degrees while they are scanned.

Other

For more edit options, please use our Imagistik Image Viewer program. The Imagistik viewer program includes edit options such as text bubbles, watermarks, insert images, highlighting,

freehand drawing, shapes, arrows, text inserts, even curved text. A demo version can be downloaded from www.informatik.com.

Separator pages

The program supports barcode separator sheets. Separator sheets allow you to scan a batch of documents and automatically increment the file name when a separator sheet is encountered. Separator sheets can also be configured to add a suffix or a prefix to the file name, so as to separate a scanned batch of documents into groups.

The standard separator pages must be of a specific format. The standard format is a Code39 barcode with the text `..NEW` (two dots followed by the word NEW) placed in the upper section of the page. Standard separator sheets can be printed from the Setup menu. For special custom separator sheets, see section below

 If you scan to the Worksheet, a separator bar is inserted to the thumbnails display in place of the separator sheet. When you save the Workfile, the separated pages are serialized, with a serial suffix added to the file base name. The suffix by default is _00001 but you can define your own format of suffix in the Setup, with or without a separator character. Alternatively, you can specify the suffix serial as a placeholder in the file name, for example `myfile[+1001].tif` or `myfile[+_001].tif`.   Exact syntax `[+…]` is important (note the character '+'). By default, the numeric suffix is incremented by one unit, but the number of units can be changed in Setup. Unlike in previous versions, ending numbers in the file's base name are no longer used for serialization.

If you scan directly (without the Worksheet) the file name is given the serial suffix each time a separator sheet is encountered.

Place the separator pages in your stack of documents. Check the Separator Pages checkbox before you start scanning. If scanning to the Workfile, the separator pages will insert a separator line in the Workfile's thumbnail display. The separator line can be removed by right-clicking on the thumbnail. Separator pages can also be removed globally via the Workfile menu.

If you scan in Duplex mode AND you set the 'Excl blanks' (exclude blank pages), the separator sheet must NOT be blank at the back.

Please pay special attention to the scanner's handling of separator pages when you scan in Duplex. The following rules apply: If you scan with the scanner's dialog and you set the duplex mode in the scanner's dialog AND you specify Exclude Blank Pages in the scanner's dialog, then DO NOT check the Duplex or the 'Exclude Blank Pages' in the Informatik Scan window. If you scan with the scanner's dialog and you set the duplex mode in the scanner's dialog but you do not specify Exclude Blank Pages in the scanner's dialog, then you MUST also check the Duplex in the Informatik Scan window.

Also available at no extra fees is a **batch scanning software** where files are named according to barcodes on the documents. More than 10 barcode symbologies are supported. The program can be downloaded from www.informatik.com (Download tab). For licensing, use the same code as for Informatik Scan.

Separator sheets that add prefix or suffix to file name

A special format of separator pages can be used to add a prefix or suffix to the file name. The option is useful if you scan a stack of paper of one subject matter but that has various sub-sections that you wish to save to separate files, but with a common base name.

In order for the scanning program to recognize the separator sheet, the barcode text must have a double-dot prefix, such as ..CHART. If the scanner Recognizes a separator sheet with the text ..CHART, for example, the CHART suffix will be added to the base file name, so myfileCHART. To create a prefix (instead of suffix), add a slash character to the string, like ..CHART/.

Insert virtual separators pages into the Workfile:

You can also insert separators in the thumbnail display. Simply right-click on the thumbnail and choose the option from the popup menu. Furthermore, with options in the Workfile menu, separator pages can be inserted for all check-marked pages. To remove all separator pages, use the option in the Workfile menu.

Custom barcoded separator pages

If you need a custom method for barcode-based page separation, enter your specifications in Setup. The setup specification string consists of seven (7) values, each separated by a semi-column: "

1. Separator String (letter or word in the barcode that signifies a separator)
2. Barcode Type (number):
   1=Code39
   2=Code128
   3=Code11
   4=Code93
   5=CodeI25
   6=CodeS25
   7=Codabar
   8=CodeEAN
   9=CodeEANPlus

10=CodeUPCE
3. Save barcoded page: if set to zero (0), the page with the barcode is NOT saved; if set to 1, then the page is saved.
4. Area of interest (where the barcode is located): Left (in Inches)
5. Area of interest (where the barcode is located): Top (inInches)
6. Area of interest (where the barcode is located): Width (in Inches)
7. Area of interest (where the barcode is located): Height(in Inches)

Example: S;4;1;0;0;8.5;11

Display and page navigation

All scanned images are shown miniaturized in the scrollable thumbnail display. The current image is also shown in the main window.

The image in the main window can be displayed full size, fit-to-width or fit-to-size. The sizing options are available in left sidebar. You can also resize the displayed image by dragging the size grip in the window's bottom-right corner.

To navigate through the pages, click on one of the navigation icons in the left sidebar, use the scrollbar of the thumbnails and click on a thumbnail. You can also press one of the arrow keys on the keyboard, or the Page Up, Page Down, Home or End keys.

Rotation

An individual image can be rotated at any right angle by right-clicking on the image window (or long-press), or by clicking on a rotate icon in the left sidebar. When rotated, the image will be saved in that orientation. Finally, a 180 degree rotation can be effected during the scanning process. This option is helpful if you want to scan the documents upside to avoid jamming because of staple marks, dog-eared corners, etc.

Dithering of image (convert color to black and white)

A color or grayscale image can be converted to black and white (monochrome) by way of a dithering technique. The reformatting may be necessary if you wish to save the image as a monochrome TIFF CCITT4 (for example) file. The colors will be converted to black and white pixels at distances depending on the brightness of the color. The result will be black and white approximation of the image (not perfect by any means). The function is available by right-clicking on the image (or pressing the left mouse button for half a second) or from the in the Edit menu.

Printing

The printing option is available from the File menu with shortcut key CTRL+P.

Document information, Directory information

The Info menu displays information about the currently displayed image, such as width, height, resolutions, color depth, number of pages.

To calculate the dimension in Inches, simply divide the number of pixels by the resolution. To calculate the dimension to Millimeters, multiply the Inches times 25.4.

In the new version, the directory size information is available in Setup. Directory information is useful if you scan and save the files to a removable disk that has limited capacity.

OCR – Optical character recognition

The OCR function is basic. Click on the OCR menu button and select the language. Your language should be listed on top. With your mouse, outline the image area of interest and press OK. After a few seconds the text will be saved in a temporary text (.txt) file and will be displayed in the default viewer for text files.

The initial installation of Informatik Scan comes with the English OCR files. Separate files for the following languages (listed in alphabetical order) can be downloaded from the Informatik website.

Deutsch
English
Español
Français
Italiano
Nederlandse
Português

http://www.informatik.com/files/Tessdata_Dutch.zip
http://www.informatik.com/files/Tessdata_English.zip
http://www.informatik.com/files/Tessdata_French.zip
http://www.informatik.com/files/Tessdata_German.zip
http://www.informatik.com/files/Tessdata_Spanish.zip
http://www.informatik.com/files/Tessdata_Italian.zip
http://www.informatik.com/files/Tessdata_Portuguese.zip
http://www.informatik.com/files/Tessdata_Fraktur.zip
Once you have downloaded the language file, unzip it and place the individual files in the OCR sub-folder (sub-folder of the folder that contains the Scan12.exe file).

Optionally, in Setup, you can specify the .ozz extension for the text output file. In Setup you can associate the .ozz extension to a program of your choosing; the text file will then open in that program. This option may be useful if you like the text to be opened in a spell-enabled text viewer.

Launch linked applications

The 'Launch linked applications' options allows you to open a program of your choice from within Informatik Scan. The last saved filename is sent to the application as an argument. The option is useful for opening such programs as viewers, editors, e-mail clients, etc. Up to three (3) applications can be specified in Setup. The applications are launched from within the File menu. Shortcut keys CTRL+L and Shift+CTRL+L (L stands for Launch) are available for Application A and Application B.

Setup

Setup is accessible via the Setup menu button and allows you to specify certain default settings (described in detail in the various sections of this user guide):

- Eight scanning templates (for more than 8 items, see text below).
- Eight default folders (for more than 8 items, see text below).
- Scanning options: Deskew, despeckle, separator pages, exclude blank pages, invert, duplex.
- Serialization options: format, increment
- Launch linked applications: up to three applications
- Custom separator pages
- Show scanner progress bar
- Automatic file naming (based on date and time)

The settings are saved in the c:\Users\[USER]\AppData\Roaming\InformatikApps\InformatikScan 14 folder.

All settings are for one user Id. If you need the settings to apply for all users on the computer, copy the setup2.xml, setup5.xml and setup6.xml files (in above mentioned folder) to the folder that holds the Scan exe file (supported in latest version only).

Templates

You can create a template (also called profile) for each scan specification (scan size, resolution, color depth, etc). When scanning, you can select one of the templates from the 'Presets' dropdown list. The template selection will be retained and used as the default for the next scanning session by the user.

If you need more than eight (8) scanning templates or default folders, add additional specifications in the setup5.xml and setup6.xml, using Notepad. You will find the two files in the C:\Users\[USER]\AppData\Roaming\InformatikApps\Informatik Scan folder, or equivalent. Use the setup3.xml and setup4.xml as guides; all entries are in a single command-delimited text line towards the end of the file.

Technical support

For technical support contact information, please go to www.informatik.com. Before you contact technical support, please read the Frequently-asked-questions section above in this manual. Please also check and make sure that you have the latest version. Please go to the Help menu for links to the latest update information and latest FAQ.

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