

PixTools[®] /QuickScan[™]

Overview

Version 3.0

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For QuickScan sales or contact information, see the "About" box (available from QuickScan's Help menu).

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Introduction

The image scanning application PixTools®/QuickScan™, supports more than 300 different scanners and creates an image acquisition environment for scanning, viewing, printing, annotating, indexing, saving, and exporting images.

QuickScan...

- ❑ ...uses ISIS® (Image and Scanner Interface Specification) libraries to support scanners. QuickScan allows full control of scanner options, and supports scanners with dedicated controllers, USB, Firewire, SCSI, and video-based scanner interfaces, such as those from Kofax.
- ❑ ...delivers a high-performance viewer with fast scaling, fast rotation, immediate display of images on demand, scale-to-gray conversion, annotations, and a pan window.
- ❑ ...processes images to improve the quality and readability of your images.
- ❑ ...provides annotation tools, which give you the ability to add text, lines, highlighting, arrows, and other objects to your pages.
- ❑ ...recognizes job separator pages, which allow for automatic batch separation and creation of files.
- ❑ ...supports black and white, gray scale, and color scanning, viewing, printing, and saving.
- ❑ ...prints multi-page files, images and annotations.
- ❑ ...stores images in many popular image file formats (TIFF, PCX/DCX, BMP, CALS, PDA, MOD:CA, PDF (non-searchable image-only), PNG, etc.) and many popular compression schemes (none, packbits, CCITT Group 3, 3M, and 4, RLE, JPEG, JBIG, ZIP, etc.) according to the capabilities of the selected file format.

New QuickScan Features include...

- ❑ ...improved barcode filters with support for more types of barcodes, including add-on support for the PDF417 2D barcode.
- ❑ ...an updated Crop filter that provides support for color images. (QuickScan Pro only)
- ❑ ...an updated Rotation filter that provides support for color images. (QuickScan Pro only)
- ❑ ...the Color Content filter, which can detect the amount of color in an image. (QuickScan Pro only)
- ❑ ...the ability to rename files based on the barcodes found during scanning. (QuickScan Pro only)
- ❑ ...the ability to save batch file information and open the entire batch using a file with the new QSB file extension. (QuickScan Pro only)
- ❑ ...the ability to create custom indexer and exporter profiles. (QuickScan Pro only)
- ❑ ...the ability to index documents. (QuickScan Pro only)
- ❑ ...the ability to export index and image file information. (QuickScan Pro only)
- ❑ ...the ability to upgrade QuickScan without reinstalling the application.
- ❑ ...the Import driver (IMPORTER.PXN), which allows you to retrieve images from a specific directory as if they were being scanned, and the Demo Driver (FILESPEW.PXN), which allows you to retrieve any number of images from the hard drive as if they were being scanned.

Minimum System Requirements

Computer:	Pentium II or higher PC-compatible (400MHz or higher recommended)
Memory:	64 MB of RAM (128 MB recommended)
Hard disk:	40 MB of hard disk space
Operating system:	Windows NT with service pack 6 Windows 98, Me, 2000 and XP
Browser	Internet Explorer 4 or newer
Scanner (optional):	QuickScan can display images from disk, so a scanner is unnecessary unless you need to create images from paper documents or photographs. You can get a complete list of supported scanners, SCSI adapters, Firewire boards and video cards from www.pixtran.com .

Installing QuickScan

1. Launch Windows and insert the QuickScan CD into your CD-ROM drive. The installation program will start automatically after you insert the CD.
2. Select the **Install QuickScan** option.
3. Click **Next** when the **Welcome** screen appears.
4. Enter your user name, organization and QuickScan serial number (located on the back of the CD-ROM case) on the **Customer Information** screen.
5. Select whether you want QuickScan shortcuts to be available on the Start menu for all user profiles, or for just your user profile.
6. Click **Next**.
7. Read and accept the license agreement on the **License Agreement** screen and click **Next**.
8. Choose **Complete** to install all program features in the default location or choose **Custom** to specify the directory location and program features to install. Click **Next**.
9. Click **Next** on the **Ready to Install** screen to install QuickScan.
10. Click **Finish** to complete your installation.
11. You can now launch the QuickScan application by clicking **Start> Programs> QuickScan> QuickScan**.

Note: See QuickScan's online help for information about uninstalling this product.

Using Online Help

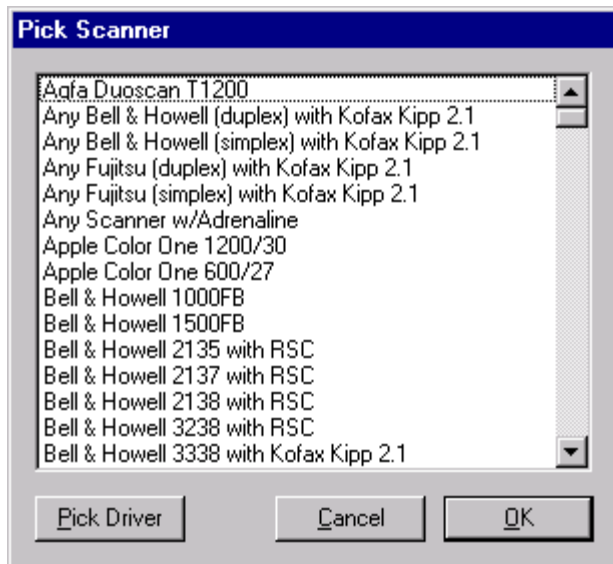
To display QuickScan's online Help for additional information on topics discussed in this guide, choose **Contents** from the **Help** menu, or press **F1**.

Setting up your Scanner

Installing Scanner Drivers

Before you select your scanner in QuickScan you must install the driver for your scanner:

1. Click the Windows Start menu and maneuver to **Programs> QuickScan> Add Scanner**. The **Pick Scanner** dialog appears with a list of all the scanners supported by QuickScan at the time of this release:



2. Scroll down the list and highlight your scanner by clicking on it once.

Note: If you do not see your scanner in the list, QuickScan may still support your scanner. You can find out if QuickScan supports your scanner by going to www.scannerdrivers.com and viewing the scanner list. The level of your scanner must also match the level of QuickScan you have. A Level 3 scanner will not work with QuickScan Level 2. If you find that you have a permissions level discrepancy, contact the Pixel Translations sales team by telephone at (408) 325-3880 or by email at sales@pixtran.com.

3. Click OK. A message stating that your scanner driver was installed successfully appears:



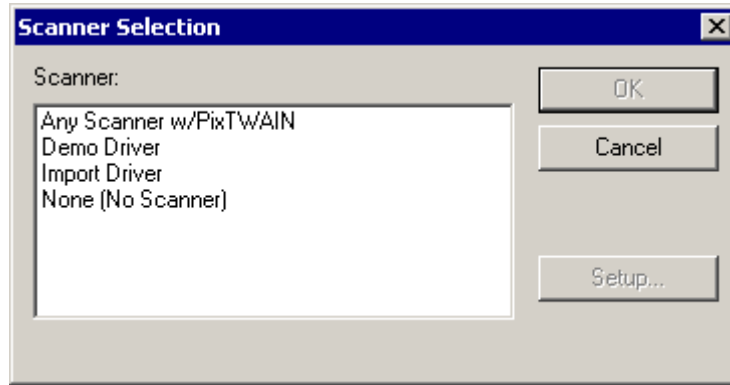
Note: Be sure that the your scanner is the scanner listed in the title bar of this dialog. In this example, we have chosen to install the Kodak DS 4500 (color default) scanner driver. The title bar displayed on the message you receive will be different depending on the scanner chosen in the second step of this procedure. If you picked the wrong scanner, click the close button (the “X”) on the upper right of the message dialog and go back to the beginning of this procedure.

4. Click **OK**.
 5. A message will be displayed if it is necessary to reboot your system. Click **Yes** to reboot.
- You will now be able to select the new scanner from within QuickScan.

Selecting a Scanner

Before you can scan using QuickScan, you must select your scanner. To select a scanner:

1. Turn on your scanner.
2. Launch QuickScan.
3. Choose **Select Scanner** from the **Scan** menu. QuickScan takes a few moments to determine the names of the scanners supported by all of the installed scanner drivers and then displays the **Scanner Selection** dialog:



Note: If you are using a scanner that uses a TWAIN driver, you must first install the driver (provided by the scanner manufacturer). If the TWAIN driver does not appear in the **Scanner Selection** dialog box, install the scanner driver and scanner. After you have installed the TWAIN driver, choose the scanner name that includes **w/PixT/WAIN** from the **Scanner Selection** dialog box (or select **Any Scanner w/PixT/WAIN**) and click **OK**. QuickScan will run the PixT/WAIN Configurator, which verifies that the TWAIN driver can work with QuickScan. The PixT/WAIN driver allows scanners that use TWAIN drivers to work with ISIS applications such as QuickScan.

4. Choose your scanner from the list displayed in the **Scanner Selection** dialog.

Note: QuickScan now includes 2 additional drivers The Import Driver (IMPORTER.PXN) allows you retrieve images from a specific directory as if they were being scanned. The Demo Driver (FILESPEW.PXN) allows you to retrieve any number of images from the hard drive as if they were being scanned.

Note: If you are using Kofax video interface cards, be sure to choose a scanner which includes “with Kofax Kipp” for older video cards (e.g., 9250, 9275, 7300) or “w/Adrenaline” for Kofax Adrenaline video interface cards. If you are using a Kofax Adrenaline video interface card or the older KIPP video interface card, you must first install Kofax’s hardware runtimes (ImageControls for the Adrenaline and KIPP Toolkit for the KIPP boards).

5. Click **OK** to close the **Scanner Selection** dialog box.

Viewing Scanner Settings

To view or configure default settings for your scanner in QuickScan, choose **Preview Settings** from the **Scan** menu to display the **Scanner Settings** dialog box. Although the features and settings on the **Scanner Settings** dialog box are determined by the scanner you have selected, the following properties apply to most scanners:

Setting	Description
Mode	Specifies the color format (e.g., Black and White, 16-Level Gray, 24-bit Color) that your scanner will deliver to your application.
Dither	Creates a halftone image based on your scanner’s dither options.
Dots per inch	Adjusts the resolution of the images. More dots per inch (DPI) increase image clarity and file size.
Page Size	Specifies the size of the pages to be scanned.
Brightness	Adjusts the relative brightness of each of the primary colors (Red, Green, and Blue).
Contrast	Adjusts the contrast of black and white in images within the limits of your scanner.
Region	If your duplex scanner supports this feature, you can choose Front or Back to configure settings for the front, or back sides of pages. Each side can then be scanned using different settings.
Duplex	If your scanner supports duplex scanning, selecting this check box scans both sides of a page.
Default	Returns scanner settings to their default values.

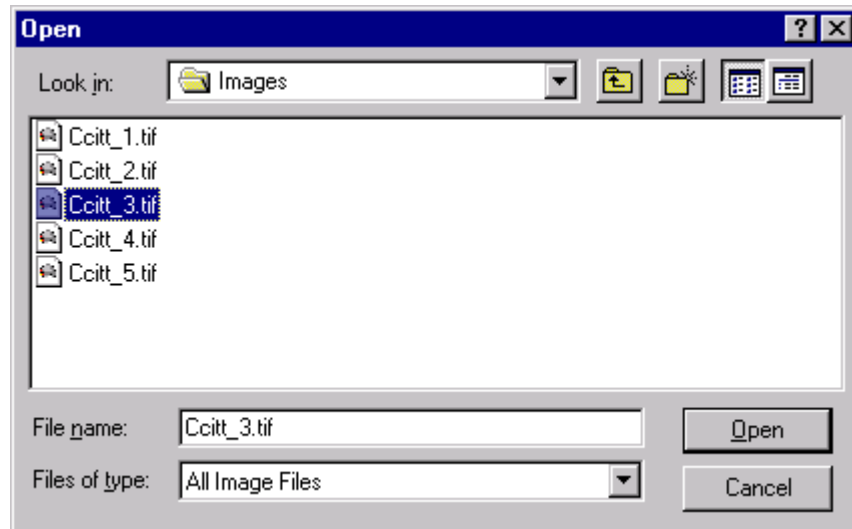
Area	Sets the scanning area.
More	Provides access to additional, scanner-specific, configuration settings.

Getting Around

Opening Images

To open images (such as the sample images included with QuickScan that are already saved on disk):

1. Click the **Open Image** icon on the standard toolbar, or choose **Open** from the **File** menu. The **Open** dialog box appears:



2. Select the drive and directory containing the files you want to open. If necessary, change the **Files of type** list box to see the type of files you want to open. We have selected TIFF files in the example above.
3. Select the file you want and click **Open**.
4. (Optional) To select all or several consecutive files in the current directory, click the first file, hold down the shift key and click the last file. To select multiple non-consecutive files, click the first file you want to open, hold down the control key (**Ctrl**), and click the other files you want to open. The selected file names appear in the **File name** list box.

Note: See QuickScan's online Help (**F1**) for information on opening multiple files from one or more locations.

Viewing Images

Images are displayed for viewing as soon as they are scanned or opened. You can zoom, rotate, and move from one image to another. You can use the Pan window for moving quickly around the image, and you can use the Thumbnail Viewer to select, delete, and rearrange pages in your document. Although using the Thumbnail Viewer to rearrange or delete pages alters your file, the other features are generally for enhanced viewing only and will not alter the document when saved.

Use the following tools and commands to make viewing easier:

Thumbnail Viewer vs. Page Viewer

By default, QuickScan displays images in two viewers within the application window: the **Thumbnail Viewer** on the left side and the **Page Viewer** on the right side.

The **Thumbnail Viewer** shows thumbnail versions of all the pages in the open document. Move to a different page in a multi-page file by placing the cursor to the left of the page thumbnail.

The **Page Viewer** occupies the larger portion of the application window and shows the display version of the current page.

Pan Window

Using Scroll bars when navigating around large or highly magnified images can be tedious. QuickScan offers the Pan window as a much more efficient tool. To use the Pan window, choose **Pan Window** from the **View** menu to display the Pan window. The Pan window shows a miniature representation of the entire page, with the portion of the page in the main window shown

as a negative image (colors are reversed). Point to the reversed color area of the Pan window, then click and hold down the left mouse button. Drag the reversed color area around and watch the image in the main window move. When you have positioned the image as desired, release the mouse button.

Goto

Click the **First Page**, **Previous Page**, **Next Page**, and **Last Page** icons on the standard toolbar to display the first, previous, next, or last page, respectively. To go to a specific page, choose **Go to Page** from the **Edit** menu. Enter the number of the page you want to view and click **OK**.

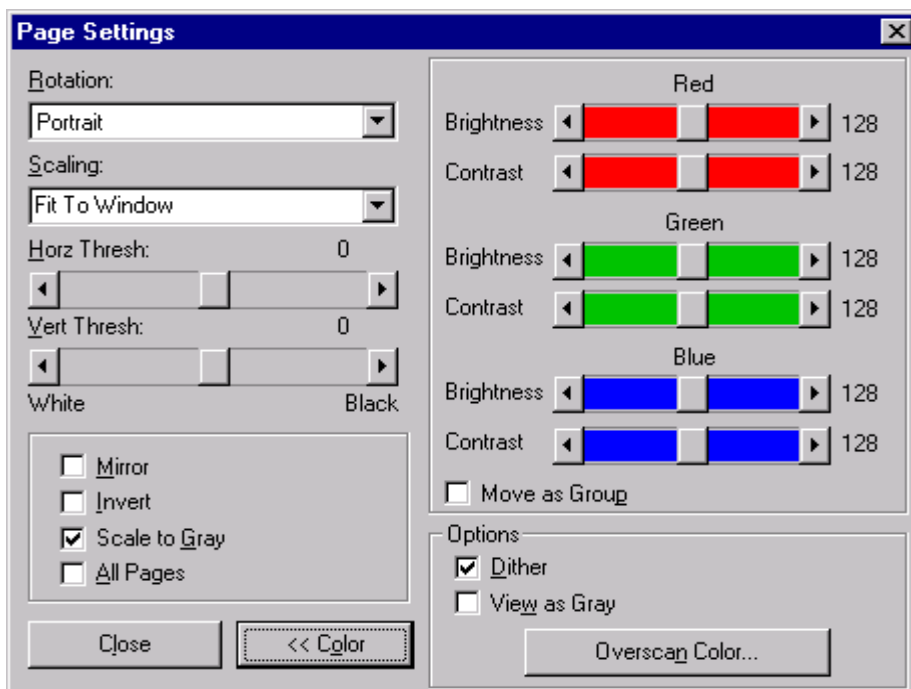
Windows Clipboard Support

QuickScan supports the Windows clipboard. When you copy or cut an annotation on a page in the Page Viewer, or an entire page from the Thumbnail Viewer, the item(s) you copy or cut go to the Windows Clipboard. You can then paste the contents of the Windows Clipboard into any application that supports image pasting.

Page Settings

Page settings affect only the current view of the image on your screen. They do not change the contents of your image files whatsoever.

Choose **Page Settings** from the **View** menu to display the **Page Settings** dialog. Click the **Color>>** button to expand the dialog to show the color sliders.



By changing the setting on this dialog you can affect the current view of the image on your screen. If you select the **All Pages** check box, the changes you make using this dialog will be applied only to the current view of each page in the document.

The **Page Settings** dialog has the following settings:

Option	Description
Rotation	The following rotation options are available from the drop-down list: <ul style="list-style-type: none"> <input type="checkbox"/> Portrait <input type="checkbox"/> Landscape <input type="checkbox"/> 180 degrees <input type="checkbox"/> 270 degrees

Option	Description
	You can also access these options from Set Orientation command on the View menu.
Scaling	The following scaling options are available from the drop-down list: <ul style="list-style-type: none"> <input type="checkbox"/> Fit to Window <input type="checkbox"/> Fit to Width <input type="checkbox"/> Fit to Height <input type="checkbox"/> 100% <p>You can also access these options from the Scaling command on the View menu.</p>
Horz Threshold	This slider changes the relative brightness of a color, gray scale, or scaled-to-gray image view. The slider moves from 127 (darkest) to -128 (brightest) with 0 being the default.
Vert Threshold	Changes the relative contrast of a color, gray scale, or scaled-to-gray image view. This slider moves from -1 (least contrast) to 1 (highest contrast) with 0 being the default.
Mirror	Makes a mirror image of the original image. You can also access this command from the View menu.
Invert	Makes a negative image (colors are reversed) of the original image. You can also access this command from the View menu.
Scale to Gray	When an image is viewed at sizes smaller than 1:1, QuickScan must decide which pixels to show and which pixels to hide. For example, when an image is viewed at 25% of its actual size, only one pixel out of four is visible. The remaining pixels are disregarded. The resulting image can be unreadable.
	QuickScan solves this problem with binary (black and white) images by using Pixel Translations' scale to gray algorithm called ScaleToGray . Scale to gray represents the average density of missing pixels with a shade of gray, making reduced images much more readable. You can also access this command from the View menu.
All Pages	When checked, each action in the dialog affects all pages. When not checked, each action affects only the current page.
Color >>	Extends the dialog box to display the following settings for changing the color balance of color images: <ul style="list-style-type: none"> RGB Sliders These sliders include individual brightness and contrast controls for red, green, and blue. Each slider moves from 1 to 255, with 255 being the brightest or highest contrast. The default setting is 128. Move as Group This check box connects the brightness and contrast controls for all three colors. The brightness sliders move together when you change the position of any of the brightness three sliders, while the contrast controls work together in the same manner. Dither Intersperse pixels of varying colors to create a smoother appearance. The higher the resolution of your monitor, the smoother the appearance. View as Gray Changes color images to grayscale. Does not affect the file, only the on-screen image view. Overscan Color Opens the Color dialog box allowing you to choose a predefined color or to mix your own.

Editing Images


Annotations











Annotations give you the ability to add text, lines, highlighting, and other objects to your pages. Annotations appear on top of your page images; they do not become a part of the image data unless you merge the annotations to the image using the **Merge Annotations to Image** command on the **Edit** menu.

Note: Once you merge annotations you cannot edit the annotations.

You can place any of ten different types of annotations on your pages. Once an annotation has been placed, it can be moved or resized by using the mouse. To delete an annotation, select it with the **Select** tool, and then press the **Delete** key. For additional information on Annotations, consult QuickScan's online Help.

The following table describes each of the annotation tools on the Annotation toolbar:

Tool	Description
	Select annotations for the purpose of moving, resizing, deleting, or changing their properties.

Tool	Description
	Place a bitmap image that you specify.
	Place a popup icon which, when clicked, opens to a window of scrollable text.
	Place a text annotation.
	Draw transparent colored rectangles over areas of the page, similar to the appearance of a highlighter pen.
	Draw opaque, usually black, rectangles over areas of the page to obscure them from being seen.
	Draw freehand lines.
	Draw straight lines arrowheads on either or both ends, or no arrowheads.
	Draw rectangles.
	Draw ellipses.
	Draw segmented lines that may be closed to become polygons.

Note: The triangle to the right of each tool indicates a drop-down list containing user-definable settings.

Image Processing Filters

Image processing (IP) is a technology designed to improve the quality and readability of your images. Image processing can be used to clean up “dirty” images, straighten crooked images caused by paper misalignment during scanning, remove black circles on images scanned from punch holes, etc. It can also be used to recognize barcodes and patchcodes on the image. For additional information on IP filters, consult QuickScan’s online Help by pressing **F1**.

IP filters can be used individually or in sequence, and they can be configured to deliver the optimal results depending on your parameters. Image processing can be done on existing images opened in QuickScan. It can also be accomplished dynamically during a batch scan by creating a profile that contains the appropriate filters (see “Using Profiles” on p.13 for information about profiles.)

Each of the following QuickScan IP filters is designed to perform a specific enhancement task:

Filter	Description
Barcode Hilite	Detects, decodes and automatically highlights several different types of barcodes.
Black Overscan Removal	On binary images, this filter deletes the black border created when a scanner does not have the ability to detect page size. Smaller pages will be scanned at the same size as other pages creating the large black border. This filter reduces the physical dimensions of the image and the size of the resulting image file.
Blank Page Detection	Detects a blank page.
Border Removal	Removes borders.
Crop	Performs margin cropping.
Deskew	Straightens skewed images that result from pages being improperly fed into the scanner. (The ability to deskew color images is a QuickScan Pro feature.)
Dilation	Expands the area of objects in an image. It may improve image quality and legibility of text, but can increase the file size.
Erosion	Trims the area of image objects. Reduces file size, but detail of image content may be lost.
Halftone Removal	Removes halftone and dither patterns.
Hole Removal	Removes black circles resulting from punch holes.
Invert Image	Creates a negative image: black pixels become white, white pixels become black and color pixels change to

Filter	Description
	their color-wheel opposites.
Line Removal	Removes straight lines and form grids.
Noise Removal	Removes noise elements (despeckling).
Patchcode Detection	Detects and decodes three different types of patchcodes.
Rotation	Performs clockwise rotation in 90-degree increments.
Note: Unlike the rotation options on the View menu and Page Settings dialog, this filter permanently rotates the image.	
Scaling	Resizes the page to specified dimensions while maintaining the aspect ratio.
Skeleton	Removes a user-configurable amount of pixels from all characters on the page.
Smoothing	Smooths jagged characters and graphics.

QuickScan Pro Filters

In addition to the filters listed above, QuickScan Pro features the following filters:

Filter	Description
Barcode Detection	Detects, decodes and optionally highlights several different types of barcodes.
Black Overscan Removal	On color and binary images, this filter deletes the black border created when a scanner does not have the ability to detect page size. Smaller pages will be scanned at the same size as other pages creating the large black border. This filter reduces the physical dimensions of the image and the size of the resulting image file.
Blank Page Detection	Detects a blank page.
Blank Page Removal	Detects and deletes a blank page.
Color Content	Detects color in an image. Determines the percentage of the image that is "colorful."
Color Dropout	This filter allows you to take a color profile and remove the color(s) specified in the profile from the image.
Crop	Performs margin cropping on binary and color images.
Deskew	Straightens skewed color and binary images that result from pages being improperly fed into the scanner.
Rotation	Performs clockwise rotation in 90-degree increments on binary and color images.
Threshold	Supports "thresholding" from 24-bit color to binary images. The filter converts images from color to binary when the image reaches a predefined threshold. This filter uses a more advanced thresholder than the filter that is included with the basic version of QuickScan.

Printing Images

To print images, choose one of these print commands from the **File** menu:

Print Setup	Opens the default Print dialog. To print a selected page range in your document, specify the page range in the Print Range group box.
Print	Prints the current document including any annotations you have added.

Customizing Menus and Toolbars

By default, QuickScan displays the Standard and Annotation toolbars. You can customize the menus and the toolbars that appear at the top of the QuickScan window by right-clicking your mouse over any of the toolbars or the menu bar and choosing **Customize**.

Navigation Tools

Key	Menu Command	Effect
Ctrl+B	Scan> New Batch	Opens the New Batch dialog so you can choose a scan profile and scan a new batch.

Ctrl+C	Edit> Copy	This is a context sensitive command that allows you to either copy pages or annotations. The text of the menu command changes to identify that you are copying a page or an annotation.
	Edit> Copy Page	Copies the selected page(s) to the Windows Clipboard.
	Edit> Copy Annotation	Copies the selected annotation(s) to the Windows Clipboard.
Ctrl+D	Demo> Load Demo Pages	Loads the demo pages in QuickScan Demo version only.
Ctrl+E	Scan> Preview Settings	Displays the Scanner Settings dialog box.
Ctrl+G	Edit> Go to Page	Displays the Goto Page dialog box, which allows you to specify the page you want to view.
Ctrl+I	Help> About Image	Displays the About Image dialog box, which gives you information about the image on the current page.
Ctrl+J	Edit> Next Unindexed Page	Displays the next unindexed page.
Ctrl+L	Demo> Loop Demo	Loops the demo pages in QuickScan Demo version only.
Ctrl+M	View> Page Settings	Displays the Page Settings dialog box.
Ctrl+N	Edit> Next Page	Displays the next page of the document.
Ctrl+O	File> Open	Displays the Open Document dialog box.
Ctrl+P	Edit>Previous Page	Displays the previous page of the document.
Ctrl+Q	File> Exit	Exits QuickScan.
Ctrl+R	Edit> Recall Page	Displays the previous page.
Ctrl+S	File> Save	Saves the current file.
Ctrl+T	View> Thumbnails	Displays the Thumbnail Viewer, allowing you to select the page you want to view.
Ctrl+V	Edit> Paste	This is a context sensitive command that pastes the contents of the Windows Clipboard. The text of the menu command changes to show the type of contents on the Windows Clipboard.
	Edit> Paste Page	Pastes a page from the Windows Clipboard.
	Edit> Paste Annotation	Pastes an annotation from the Windows Clipboard.
Ctrl+W	File> Close	Closes the current file.
Ctrl+X	Edit> Cut	This is a context sensitive command that cuts the selected page or annotation. The menu command text changes to show what you have selected to cut.
	Edit> Cut Page	Cuts the selected page.
	Edit> Cut Annotations	Cuts the selected annotations.
Ctrl+Z	Edit> Undo	This is a context sensitive command that undoes operations you performed on images. The text on the menu command (e.g., Undo – IP) tells you what operation you last performed. You can undo multiple operations using this command.
	Edit> Undo – IP	Undoes the IP filter command if it was the last operation performed.
	Edit> Undo – Create Annotation	Undoes the annotation you created if it was the last operation performed.
	Edit> Undo – Clear Annotation	Undoes the Clear Annotation command if it was the last operation performed.
	Edit> Undo – Cut Page	Undoes the last Cut Page command if it was the last operation performed.
	Edit> Undo – Paste	Undoes the last Paste command if it was the last operation performed.
	Edit> Undo – Clear Page	Undoes the Clear Page command if it was the last operation performed.
Ctrl+Right Mouse Button		Zooms in on image. Hold down key & button and drag the mouse to create a rectangle. Release the key & button to zoom in on the rectangle.
F1		Launches QuickScan’s online Help system.
F3	File> Save Document as	Displays the Profiles Save As dialog box, which allows you to save your document in a different file format, rotation, color format, or compression scheme.
F4	File> Save Batch As	Displays the Save As dialog box to save batch as a .QSB file.

F5	File> Index	Displays the Index dialog box.
F6	File> Export	Displays the Export dialog box.
Del	Edit> Clear	This is a context sensitive command that clears either the selected page or the annotations you have placed on a page. If no annotations are present, this command defaults to Clear Page.
	Edit> Clear Page	Clears the selected page.
	Edit> Clear Annotation	Clears the selected annotation.

Using Profiles

This new feature to QuickScan gives you a convenient way to store often-used settings for use when you scan a batch or save a file. Profiles offer powerful tools that ensure the documents you scan or save are configured using the same file type, page size, DPI, color format, compression type, and naming schema. Profiles can be added, edited, deleted and even protected from accidental deletion.

QuickScan provides two types of profiles:

- ❑ **Save Profiles** store settings that tell QuickScan how you want to save the images you scan. Since this type of profile is applied *after* you scan your documents, it is ideal for manipulating a scanned image using annotation tools and IP Filters, and then saving the results using a consistent file type, color format, and naming schema.
- ❑ **Scan Profiles** store settings that tell QuickScan how you want to process images while those images are being scanned. By using this type of profile to process batches, you can save time and ensure that the batches you specify are saved in the same format with the same compression type, and in the same location. Scan Profiles can also automatically apply Image Processing (IP) Filters in the order you specify. Furthermore, Scan profiles provide many powerful features that allow you to process job separation pages and to apply Image Processing (IP) Filters to deskew, rotate, remove holes, etc.

Note: QuickScan allows you to save binary (black and white) images in a color format and vice versa. To ensure the correct output when scanning color or binary images, double-check the Save or Scan Profile you are using.

Pre-configured Profiles

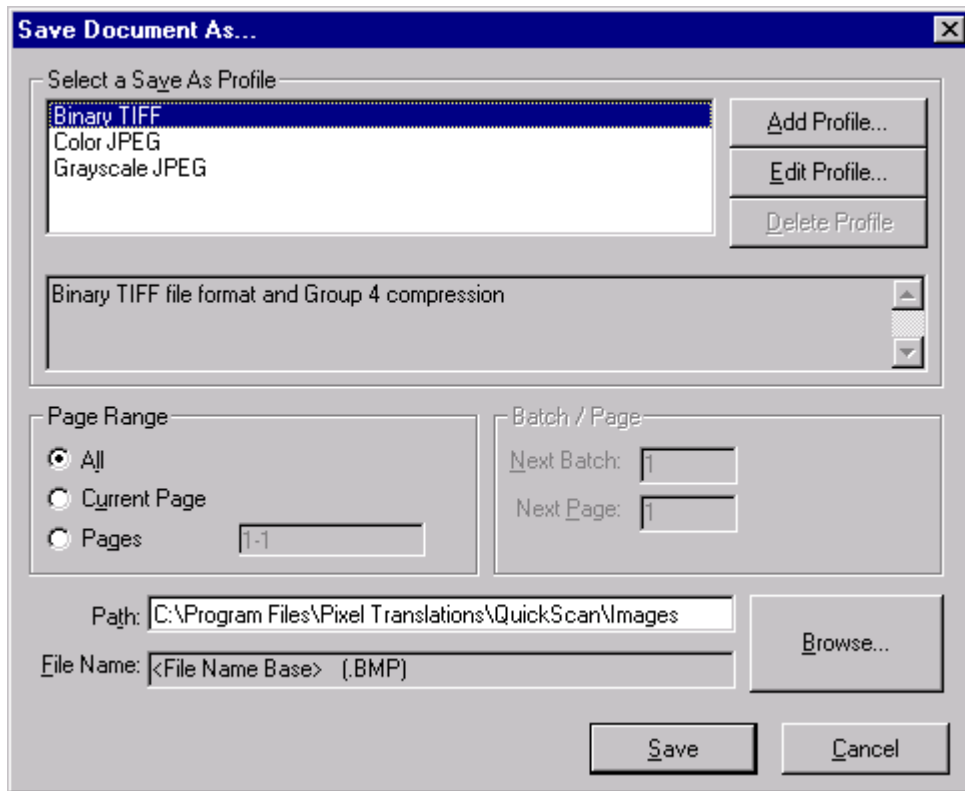
QuickScan includes three pre-configured profiles for saving files and three pre-configured profiles for processing batches. Although they share the same names and *basic* properties, save profiles and scan profiles operate independently. With that in mind, the following pre-configured save and scan profiles are available:

Profile Name	Use
Binary TIFF	For scanning and saving black and white images in a TIFF file format.
Color JPEG	For scanning and saving 24-bit color images in a JPEG file format.
Grayscale JPEG	For scanning and saving images with up to 256 shades of gray in a JPEG file format.

Saving Individual Images with Profiles

When you scan a single image using **Preview Scan** on the **Scan** menu, the current scanner settings are used (see “Viewing Scanner Settings” on p.4); however, you can still apply a profile when you save the image using the **Save Document as** command on the **File** menu:

1. Scan an image using **Preview Scan** on the **Scan** menu.
2. Select **Save Document as** from the **File** menu. The **Save Document as** dialog appears:



3. Choose one of the default profiles. Once you select a profile, its definition appears below the highlighted profile in the scroll box. In the example **Profile Save As** above, we have selected the **Binary TIFF** profile. Its definition states the file format, compression, and naming schema used.
4. The **Path** text box shows the location where your file will be saved and it is determined by the profile you have selected. You can accept this location or **browse** to the appropriate folder.
5. The **File Name** is also determined by the profile you have selected. You cannot change this format without editing the profile. For now, accept the naming schema specified, but be sure to check the online Help (**F1**) for further information about editing profiles and naming schemas.
6. Click **Save**. The file, with the appropriate file name and file extension, will be saved in the appropriate directory using the profile you selected.

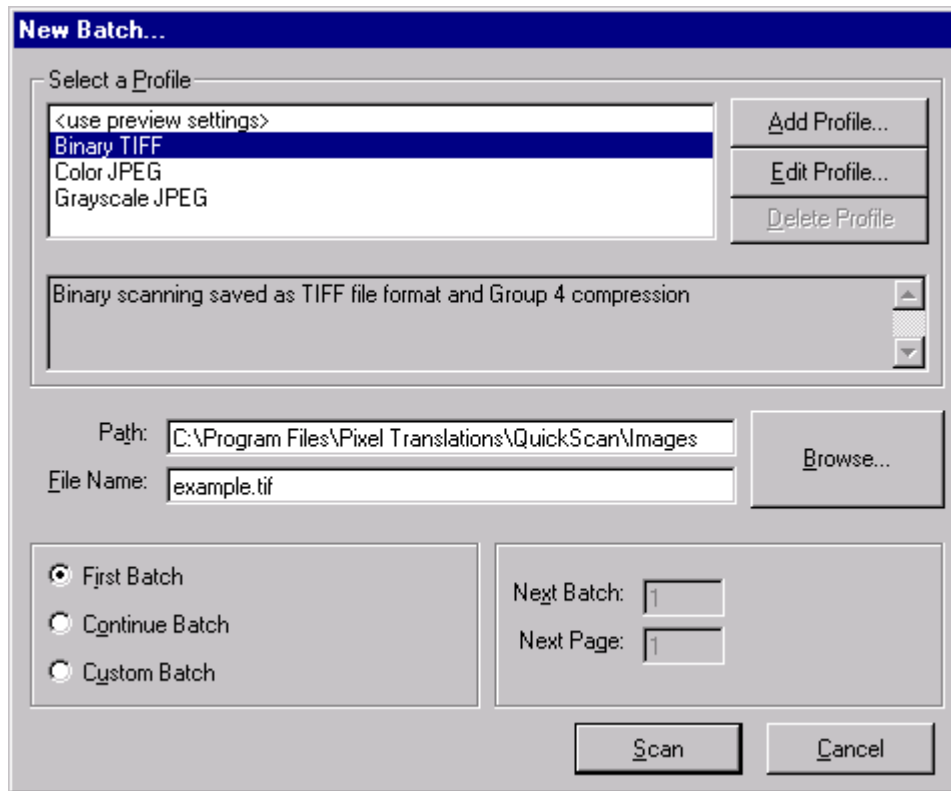
Scanning Batches with Profiles

QuickScan can scan individual pages or a stack of pages. A stack of pages scanned at the same time is called a “batch.” A batch can be saved as one file and then it can be referred to as a document and opened, printed, or saved as a unit.

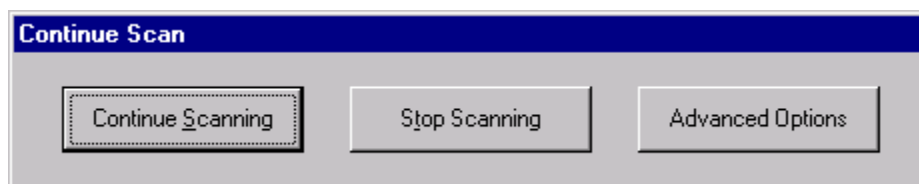
When scanning a new batch, you can apply a default or custom profile while you scan. By applying a profile while you scan, you can automatically rotate pages, recognize job separation pages, apply IP filters, and save your files in a specific location using a consistent naming schema.

To process a batch using a default profile:

1. Place one or more pages in your scanner.
2. Select **New Batch** from the **Scan** menu. The **New Batch** dialog appears:



3. Choose one of the pre-configured profiles from the **Select a Profile** section. Once you select a profile, its definition appears below the highlighted profile in the scroll box. In the example **Profile Save As** above, we have selected the **Binary TIFF** profile. Its definition states the file format, compression, and naming schema used.
4. The **Path** text box shows the location where your file will be saved and it is determined by the profile you have selected. You can accept this location or click the **Browse** button to choose the appropriate folder.
5. The **File Name** is also determined by the profile you have selected. For now, accept the naming schema specified, but be sure to check the online Help (**F1**) for further information about editing profiles and naming schemas.
6. Click the **Scan** button to process your batch. Once all of your pages have been scanned, the **Continue Scanning** dialog appears:



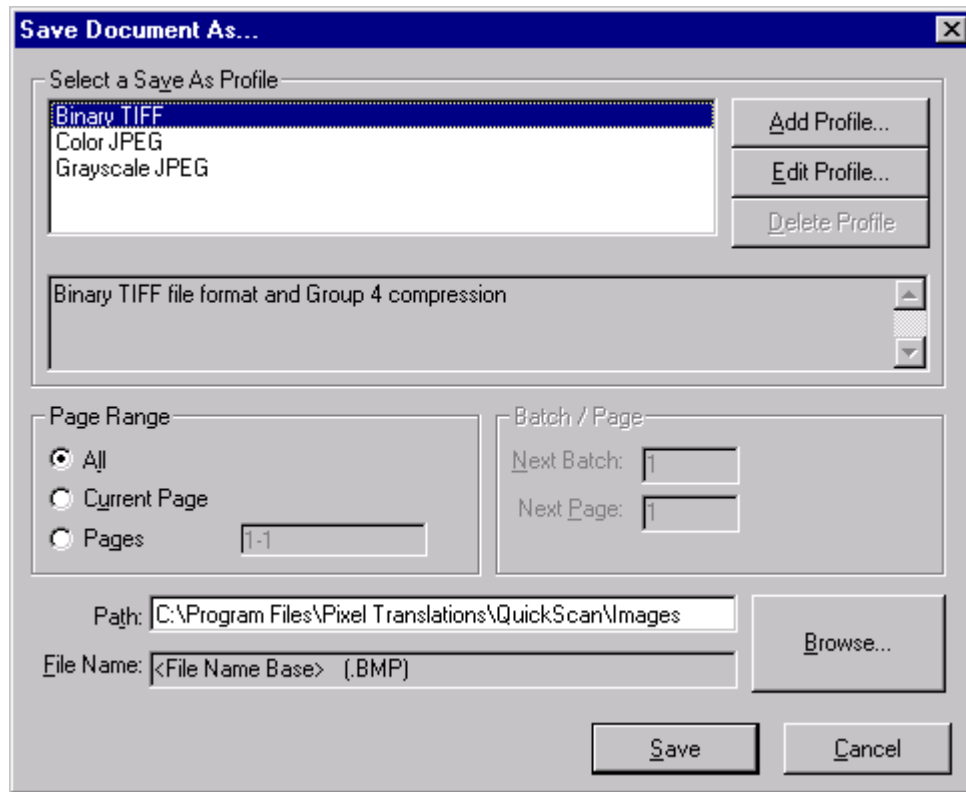
7. You now have the choice to scan more pages or to end your batch job. Click **Stop Scanning** on the **Continue Scan** dialog to end your batch job, or place more pages in your scanner and click the **Continue Scanning** button. Once you have scanned all pages in your batch job, click **Stop Scanning**. All the pages you have scanned will be displayed in the **Thumbnail Viewer** and the last page you scanned will be shown in the **Page Viewer**.

Custom Profiles

In addition to the three pre-configured profiles included with QuickScan, you have the ability to create as many custom profiles as you need. Custom profiles must be created separately for saving documents and for scanning batches.

Creating Custom Save Profiles

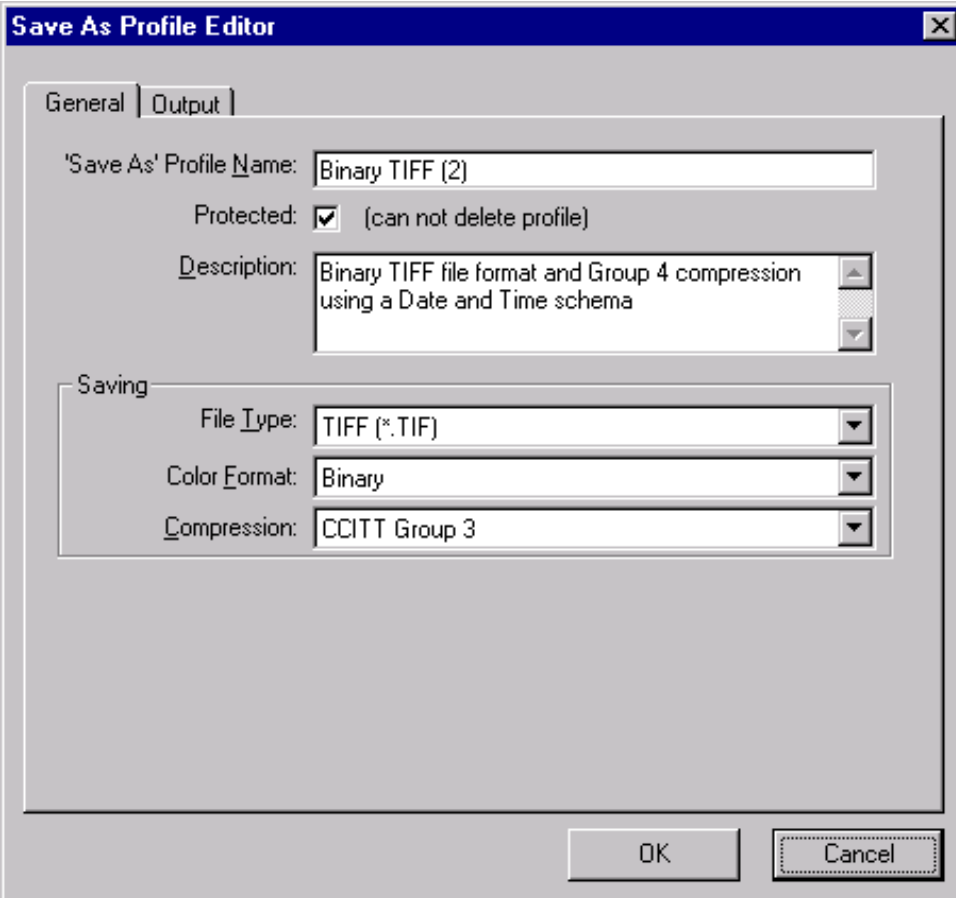
1. Scan a document or open an image file.
2. Select **Save Document as** from the **File** menu. The **Save Document as** dialog box appears:



3. Highlight one of the default profiles. Your new profile will be based on this default profile, but you can change any of the parameters associated with the default profile.
4. Click **Add Profile**. The **General Tab** of the **Save As Profile Editor** is displayed (see below). Now you are ready to edit your new profile using the text boxes and drop-down lists on the following two **Save As Profile Editor** tabs:

General Tab

This tab allows you to define the name of the profile, determine whether or not it can be deleted, and to give your profile a brief description. Furthermore, you can set the file type, the color format, and the compression type.



The image shows a dialog box titled "Save As Profile Editor" with a close button (X) in the top right corner. The dialog has two tabs: "General" (selected) and "Output".

Under the "General" tab, there are the following fields and options:

- 'Save As' Profile Name: Binary TIFF (2)
- Protected: (can not delete profile)
- Description: Binary TIFF file format and Group 4 compression using a Date and Time schema

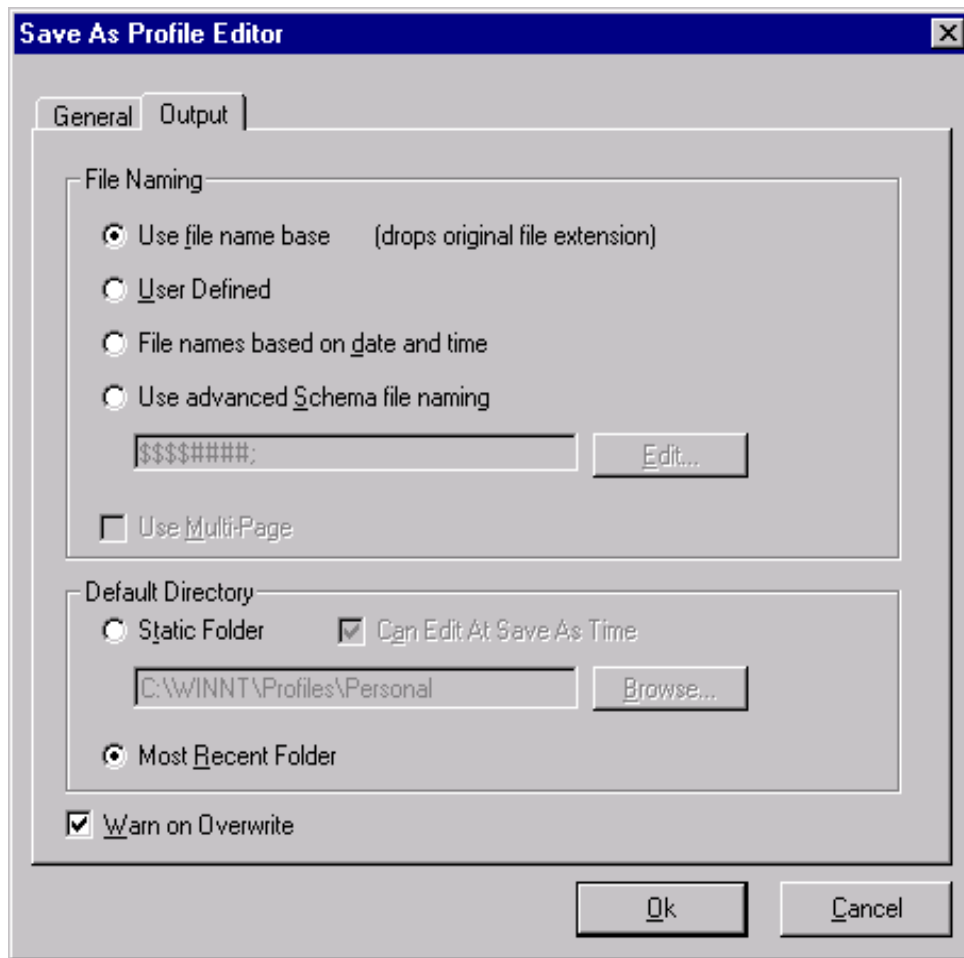
Below these fields is a section titled "Saving" with three dropdown menus:

- File Type: TIFF (*.TIF)
- Color Format: Binary
- Compression: CCITT Group 3

At the bottom right of the dialog are two buttons: "OK" and "Cancel".

Output Tab

This tab contains options for naming files, storing files in a specific location, and includes a check box to warn you when a file with the same name will be overwritten.



Note: See QuickScan's online Help (F1) for a complete description of all the options on the **General** and **Output** tabs.

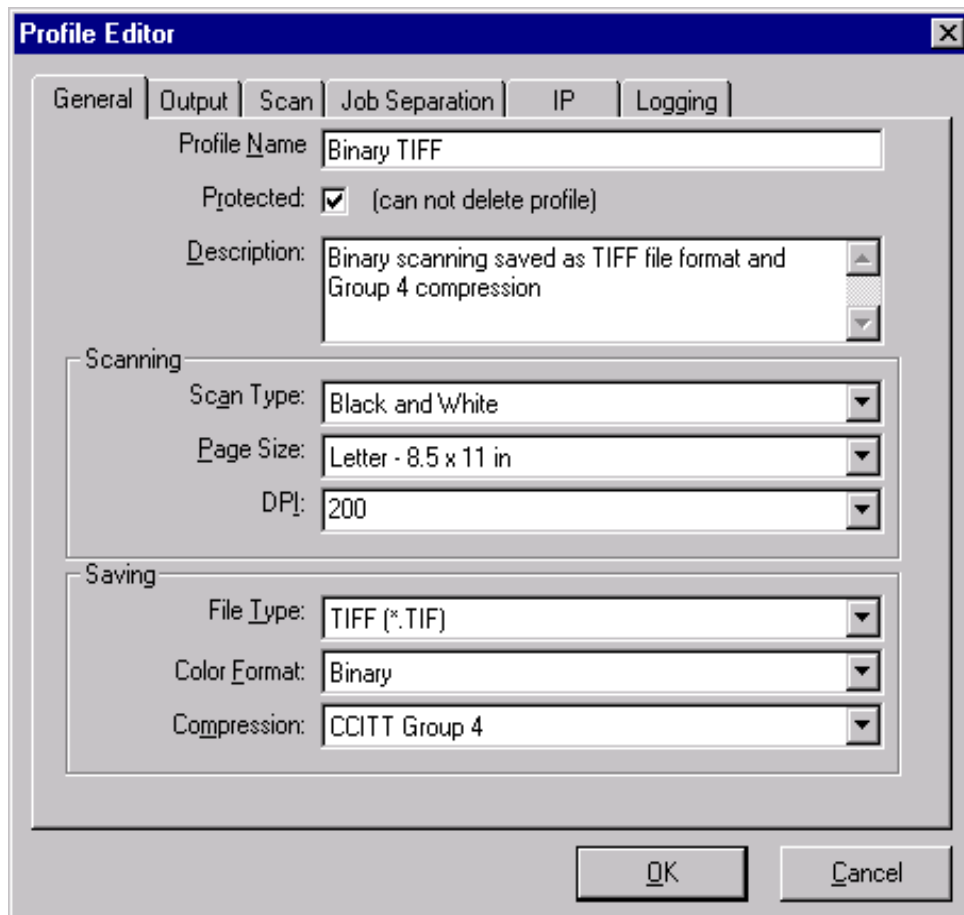
Creating Custom Scan Profiles

To create custom Scan Profiles:

1. Select **New Batch** from the **Scan** menu. The **New Batch** dialog box appears.
2. Highlight one of the three default profiles. Your new profile will be based on this default profile, but you can change any of the parameters associated with the default profiles.
3. Click the **Add Profile** button. The **Profile Editor** is displayed and you are ready to define your new profile using the options on the following tabs:

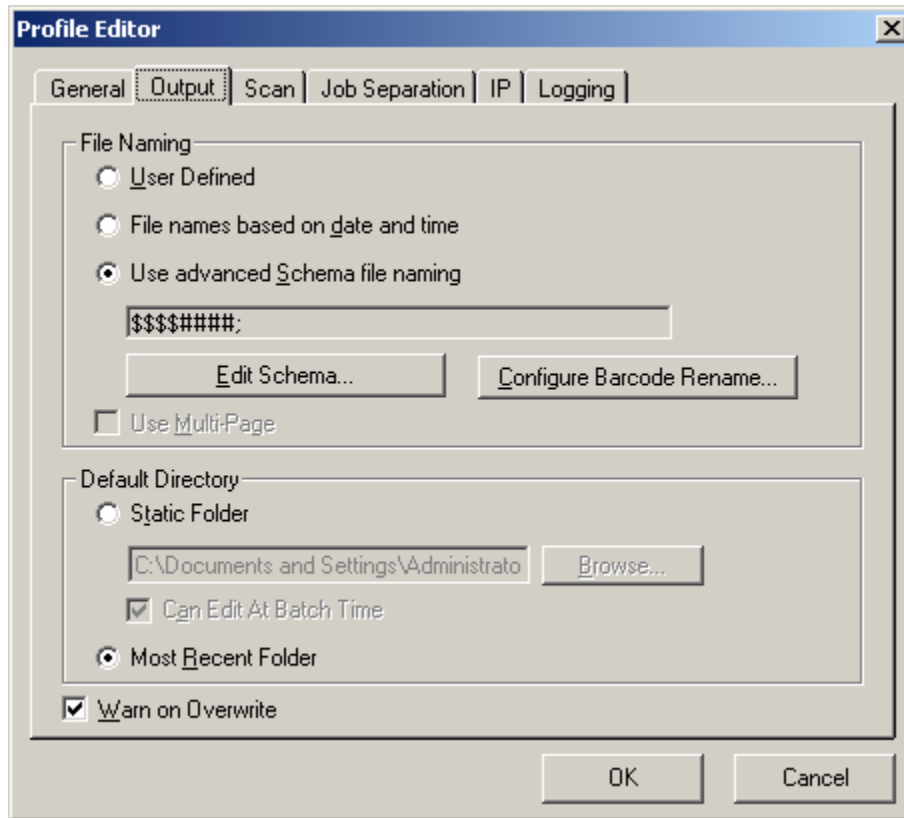
General Tab

Like the save profile, this tab contains the name of the profile, whether or not it can be deleted, a brief description, the file type, the color format, and the compression type. It also contains an extra section devoted to the scan type, page size, and DPI.



Output Tab

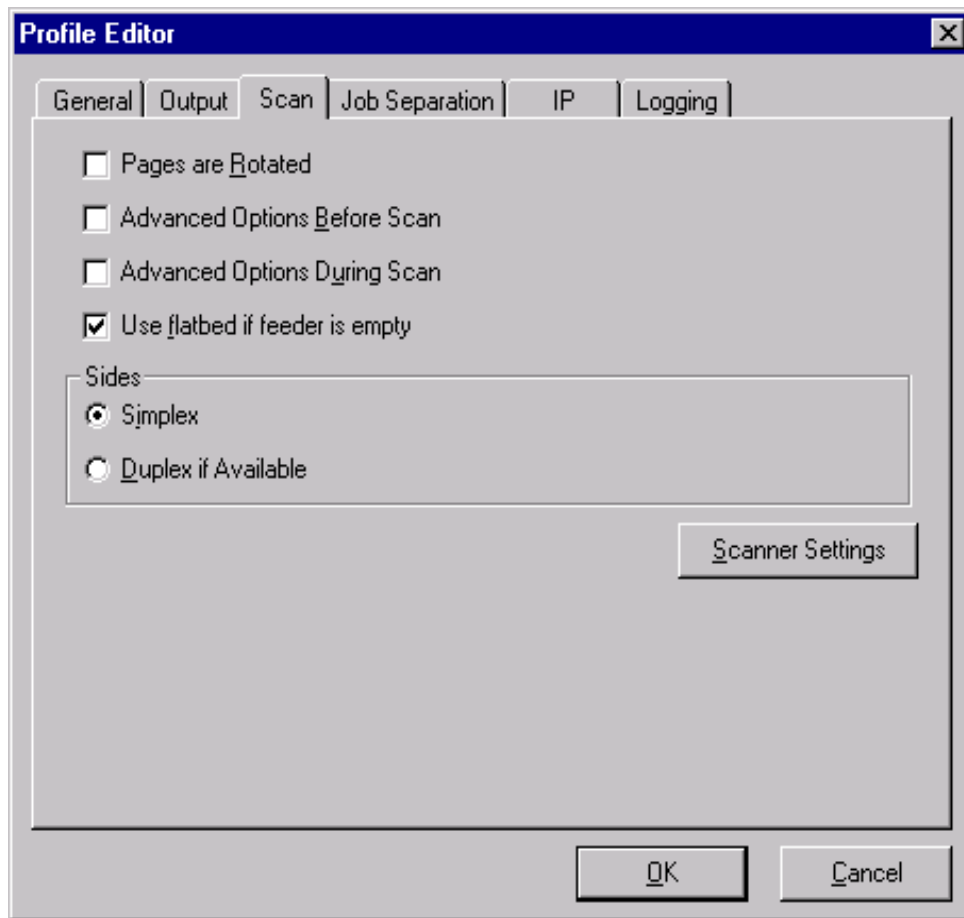
This tab contains options for naming files, storing files in a specific location, and includes a check box to warn you when a file with the same name will be overwritten.



Note: The options on the **Job Separation** tab (described on p. 22) are directly associated with the **Output** tab. For the options on the **Job Separation** tab to become available, you must activate the **Use advanced Schema file naming** option in the **File Naming** section on the **Output** tab, click the **Edit** button and choose the following pre-configured schema: `####\$$$$####;`. Consult QuickScan's online Help (**F1**) for more information about file naming schemas.

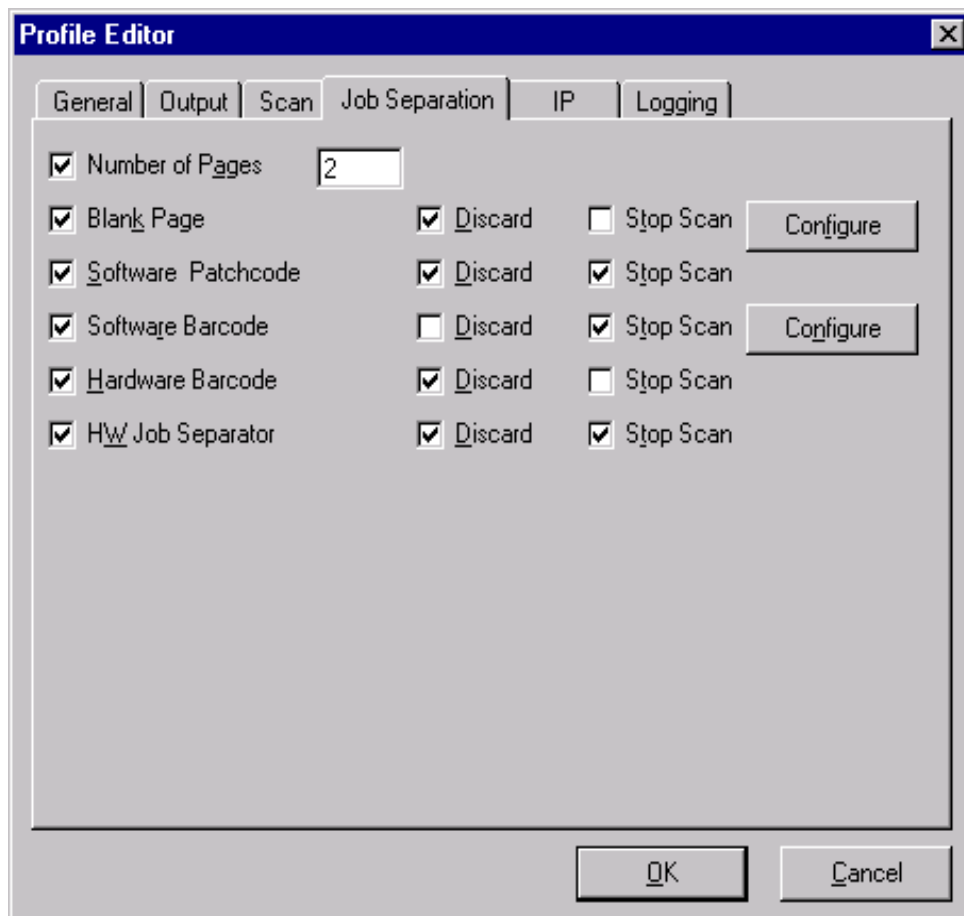
Scan Tab

The settings on this tab can be used to alter your scanner settings, scan duplex (double sided) documents, use advanced settings either before or during a scan, and to use the flatbed scanner when the page feeder is empty.



Job Separation Tab

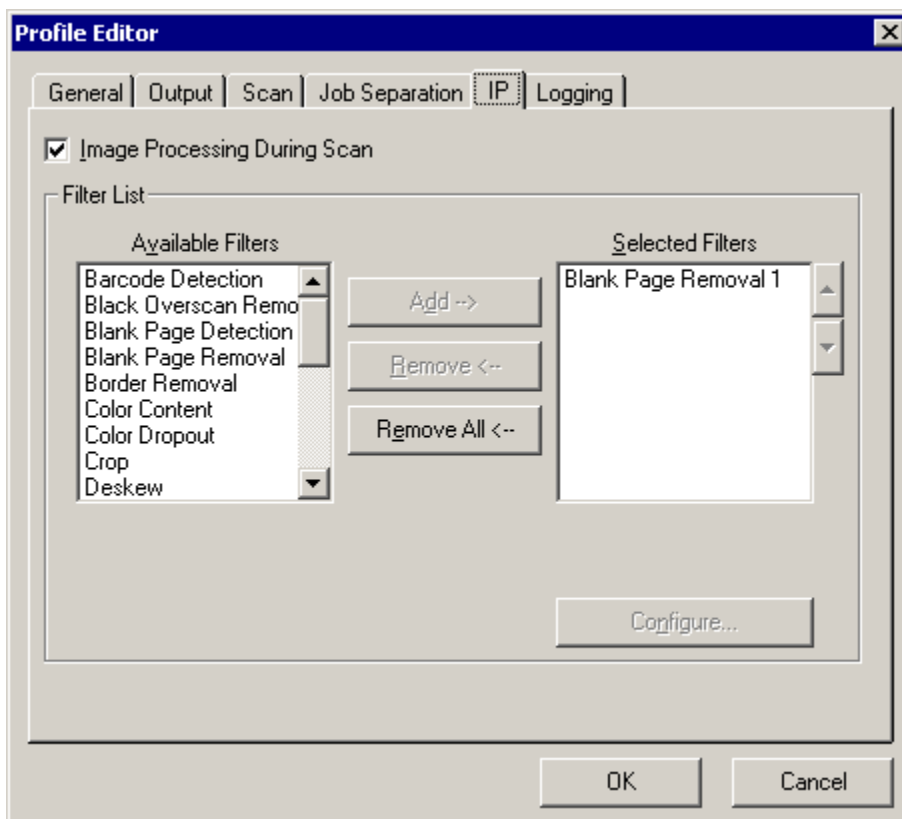
Job separators allow batch separation or automatic creation of files by inserting a job separator page before a batch of pages. The scanner manufacturer defines job separator pages used by the **HW Job Separator** and **Hardware Barcode** options. QuickScan recognizes job separator pages used by the **Number of Pages**, **Blank Page**, **Software Patchcode**, and **Software Barcode** options. This allows job separation without the dependency on the scanner manufacturer.



Note: The options on this tab are directly associated with the **Output** tab. For the options on the **Job Separation** tab to become available, you must activate the **Use advanced Schema file naming** option in the **File Naming** section on the **Output** tab, click the **Edit** button and choose the following pre-configured schema: `####\$$$$####;`. Consult QuickScan's online Help (**F1**) for more information about file naming schemas.

IP Tab

Use this tab's simple **Add/Remove** interface to add image-processing filters to your custom profile to correct skew, rotate the page, remove blank pages, remove noise, remove holes, etc. Many of the filters contain configurable settings via the **Configure** button directly below the **Selected Filters** list.

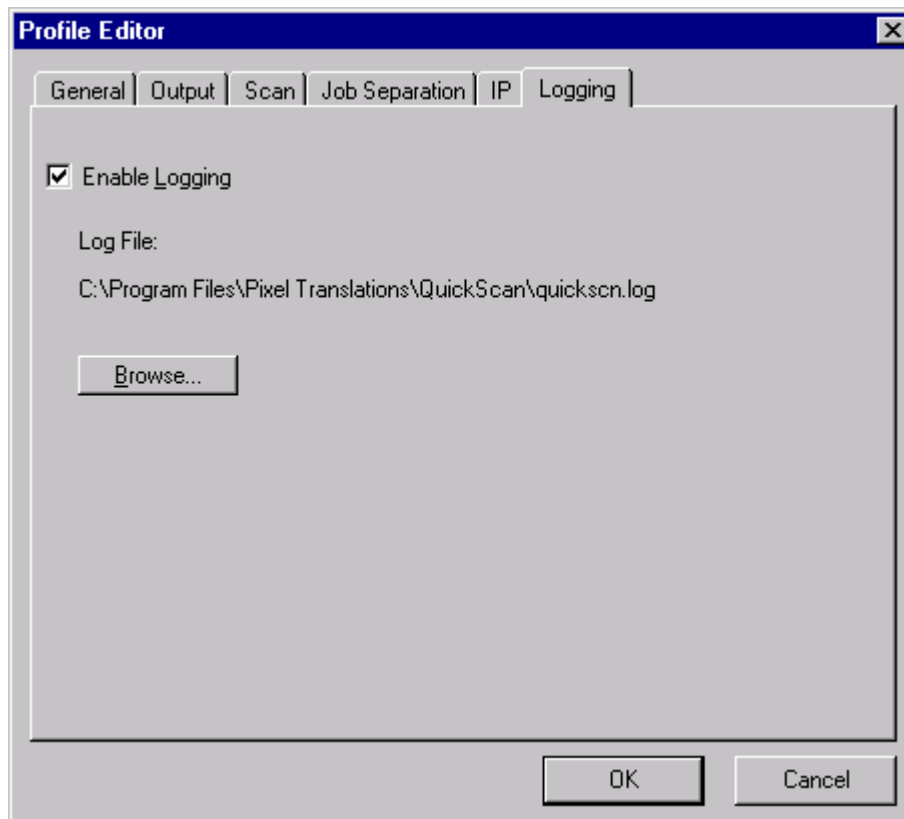


Note: Consult QuickScan's online Help (**F1**) for more information about creating custom profiles and for a complete description of all the options on the each of the **Profile Editor** tabs.

Logging Tab

This feature is available with QuickScan Pro only.

For information about this QuickScan Pro feature, see “Creating a Log File” on page 31.



Note: Changing the image file(s), or using unsupported scan features such as Turnover scan will invalidate the log file.

Batches

This feature is available with QuickScan Pro only.

A batch can consist of multiple documents with pages in each document. QuickScan Pro allows you to scan a batch with multiple documents using [Job Separators](#).

Batch Files

QuickScan Pro allows users to save information about all of the images in a multiple document batch in a .QSB file. A .QSB (QuickScan batch file) contains image file information (Bits Per Sample, Document Index, File Name, Length, Page Index, Photometric Interpretation, Samples Per Pixel, Width, X Resolution, Y Resolution), [indexing](#) information, and if [image processing filters](#) have been run on an image, image processing information (Barcode, Color Content, Blank Page, and Patchcode results).

Navigation

From the **Edit** menu, choose **First Document**, **Previous Document**, **Next Document**, or **Last Document** to display the first, previous, next, or last document, respectively. To go to a specific document, choose **Go to Document** from the **Edit** menu. Enter the number of the document you want to view and click **OK**.

Saving a Batch File

To save a Batch File:

1. With your documents open in QuickScan, choose **Save Batch As** from the **File** menu. The **Save As** dialog box appears.
2. Locate the drive and directory where you want to save your file. Enter a name for your file in the **File name** text box and click **Save**.

Opening a Batch File

To open a Batch File:

1. From the **File** menu, choose **Open**. The **Open** dialog box appears.
2. Select the drive and directory containing the files you want to open and click **Open**. If necessary, change the **Files of type** list box to see the .QSB file you want to open.

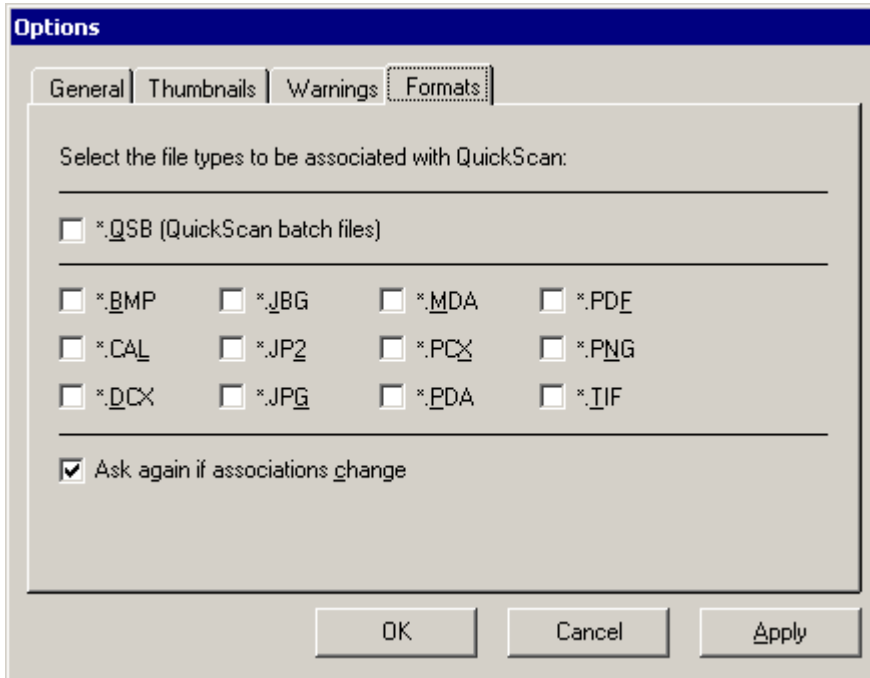
Note: You can not open a .QSB file in conjunction with any other file. Rearranging, inserting, and deleting pages in the tree view changes the order of the data in the .QSB file.

Associating .QSB Files

QuickScan Pro allows you to associate any of .QSB files with QuickScan. Associating the .QSB file format with QuickScan causes QuickScan to launch and open the batch when you double-click a .QSB file.

To associate .QSB files with QuickScan:

1. From the **Tools** menu, choose **Options**. The **Options** dialog appears.



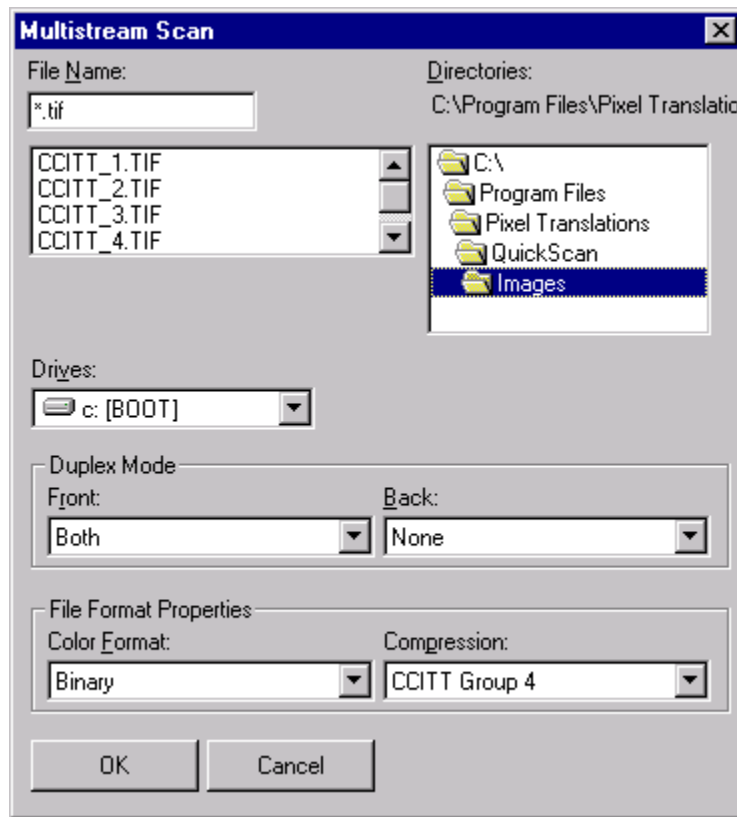
2. Click the **Format** tab.
3. Select ***.QSB (QuickScan batch files)** to associate .QSB files with QuickScan.

Using MultiStream

If you need to produce multiple color formats from the same batch, using this feature will save you the hassle of scanning the same batch more than once. The MultiStream feature creates TIFF images in binary and color formats for both the front and back of your document. All you need to do is choose the file name, set the drive and directory where you want the files to be saved and then set the streams for the front and back sides of your page.

If you choose to produce both a color and binary image from a single scan, you need to set the color format and compression of the color stream only. The binary stream's color format is automatically set as binary, and its compression type is automatically set as CCITT Group 4.

When you select **Both** as the **Front** you must set up the options for only your color streams since the binary stream is automatically set. The color stream for both the front and back sides of your pages will be identical, so you only need to set the color format and compression once.



Note: Your scanner must be capable of supporting this type of feature. Consult QuickScan's online Help (F1) for more information about the MultiStream function.

Indexing

This feature is available with QuickScan Pro only.

QuickScan Pro enables operators to index document, adding detailed organizational information to documents before saving or exporting them.

Creating an Indexer Profile

Before you can index a document, you must setup an indexer profile. QuickScan Pro allows you to configure indexer profiles as a way to store often-used settings for indexing. When you configure an indexer profile, you will setup the indexing fields that a user will work with when indexing a document.

To create an indexer profile:

1. From the **File** menu, choose **Index**. The **Index** dialog appears.
2. From the **Select a Profile** list, choose <New indexer configuration> and click **Add**. The **Select an Indexer** dialog appears.
3. Choose an indexer and click **OK**. The **Indexer Configuration** dialog appears.
4. Setup your indexer profile as necessary.
5. After you've configured all setup options, click **OK** to save your settings.

Indexing a Document

To index a document:

1. [Scan a batch](#), [open a document](#), or [open a batch file](#).
2. With your document open, choose **Index** from the **File** menu. The **Index** dialog appears.
3. From the **Select a Profile** list, choose an indexer profile you want to use to index your document(s), and then click **Index**. An index panel appears.
4. Index your document as prompted by the indexer.
5. Choose **File**> **Save** to save indexing information with your document.

Using QuickScan Pro's Generic Indexer

QuickScan Pro includes a built-in indexer called the Generic Indexer. Configuring an indexer profile using the Generic Indexer includes specifying the number of indexing fields, the type of data that can be entered in an indexing field, and defining zones on a sample image that highlight the data that you want an operator to enter.

To create a Generic Indexer profile:

1. From the **File** menu, choose **Index**. The **Index** dialog appears.
2. From the **Select a Profile** list, choose <New indexer configuration> and click **Add**. The **Select an Indexer** dialog appears.
3. Choose **Generic Indexer** and click **OK**. The **Indexer Configuration** dialog appears.
4. Setup your indexer profile as necessary.
5. After you've configured all setup options, click **OK** to save your settings.

To index a document using QuickScan's Generic Indexer:

1. [Scan a batch](#), [open a document](#), or [open a batch file](#).
2. With your document open, choose **Index** from the **File** menu. The **Index** dialog appears.
3. From the **Select a Profile** list, choose a Generic Indexer profile, and then click **Index**. QuickScan places focus in the first indexing field and zooms in on the corresponding zone on the image.
4. Enter data in the indexing field. Press the **Tab** key to move to the next indexing field. Repeat steps 4 and 5 until all fields have been populated.

5. Use the arrows below the indexing fields to navigate through your document.
6. Choose **File> Save** to save indexing information with your document. QuickScan Pro's Generic Exporter also allows you to export indexed data (see ["Exporting a Batch"](#)).

Exporting

This feature is available with QuickScan Pro only.

QuickScan allows you to export index data and image file information. You can use QuickScan Pro's Generic Exporter or an exporter of your choice to export your image and data.

Creating an Exporter Profile

Before you can export a document, you must setup an exporter profile. QuickScan Pro allows you to configure exporter profiles as a way to store often-used settings for exporting. Exporter profiles allow you to define how you want to export index data and image file information.

To create an exporter profile:

1. From the **File** menu, choose **Export**. The **Export** dialog appears.
2. From the **Select a Profile** list, choose **<New exporter configuration>** and click **Add**. The **Select an Exporter** dialog appears.
3. Choose an exporter and click **OK**. The **Exporter Configuration** dialog appears.
4. Setup your exporter profile as necessary.
5. After you've configured all setup options, click **OK** to save your settings.

Exporting a Batch

To export a batch:

1. [Scan a batch](#), [open a document](#), or [open a batch file](#).
2. With your document open, choose **Export** from the **File** menu. The **Export** dialog appears.
3. From the **Select a Profile** list, choose the exporter you want to use to export your batch, and then click **Export**. An export dialog appears.
4. Export your batch or document as prompted by the exporter.

Using QuickScan Pro's Generic Exporter

QuickScan Pro includes a built-in exporter called the Generic Exporter.

To create a Generic Exporter profile:

1. From the **File** menu, choose **Export**. The **Export** dialog appears.
2. From the **Select a Profile** list, choose **<New exporter configuration>** and click **Add**. The **Select an Exporter** dialog appears.
3. Choose **Generic Exporter** and click **OK**. The **Exporter Configuration** dialog appears.
4. Setup your exporter profile as necessary.
5. After you've configured all setup options, click **OK** to save your settings.

To export a batch using QuickScan's Generic Exporter:

1. [Scan a batch](#), [open a document](#), or [open a batch file](#).
2. With your document open, choose **Export** from the **File** menu. The **Export** dialog appears.
3. From the **Select a Profile** list, choose a Generic Exporter profile, and then click **Export**. The **Export Batch** dialog appears.
4. Specify the destination and file name for the file you want to export, and then click **Save**.

Creating a Log File

This feature is available with QuickScan Pro only.

QuickScan Pro provides barcode, patch code, and blank page information through a comma delimited log file so that users can analyze the retrieved information. With QuickScan Pro, each scan profile has an extra tab in the **Profile Editor** to enable logging and create a text file to hold the information.

Log files are locked during scanning. You will not be able to add or delete information, or modify the log file during scanning. Once the scan is complete, the log file is then unlocked

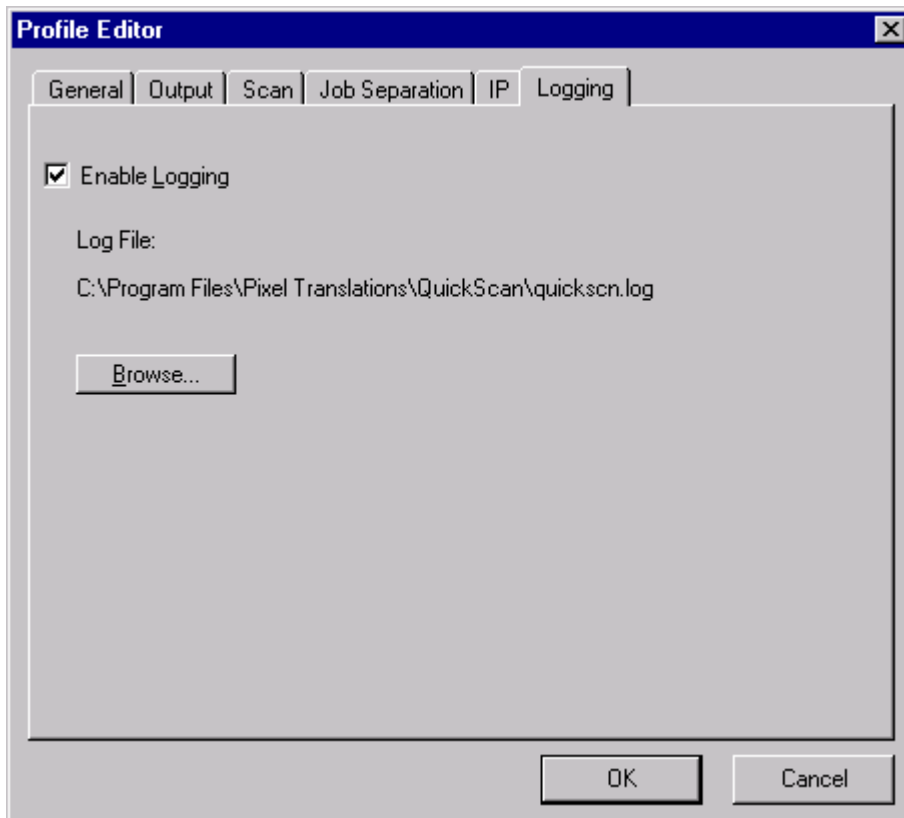
Note: Changing the image file(s), or using unsupported scan features such as Turnover scan will invalidate the log file.

Enable a Log File

In QuickScan Pro, a log file can be created for each scan profile you use.

To enable a log file for a scan profile:

1. Select **New Batch** from the **Scan** menu.
2. Highlight the profile for which you want to create a log file.
3. Click the **Edit** button to display the **Profile Editor**.
4. Click the **Logging** tab.
5. Enable logging by placing a check mark in the **Logging** check box.
6. Click the **Browse** button.
7. Move to the folder where you want to save the log file.
8. Type the name you want to give your log file in the **File Name** text box.
9. Click **Save**.
10. Click **OK**. Blank page and barcode information will be written to the log file you associated with your scan profile every time you use the scan profile.



Multiple Log Files

You can associate the same log file with multiple scan profiles, or you can create a log file for each of your scan profiles. If you decide to create multiple log files, be sure to name your log files so that you can determine which log file is associated with which scan profile.

Log File Size

The log file is appended with each scan you perform. Its size will grow indefinitely. You must be aware that your log file will continue to grow unless you delete the file or periodically create a different log file.

Log File Validity

Since scan information is appended to the log file, only scan batch and continue batch will result in the correct data to page order. The data will no longer be valid if you subsequently move or delete the images by any means.

View the Log File

The log file will have a file extension of “.log” (e.g., mylogfile.log) and you can open and view the log file using any application capable of opening text files (e.g., NotePad, WordPad, MS Word.)

Log File Fields

Field	Description
PAGE_ID	A unique identifier for each page in a batch.
TIME	Returns the time the page was scanned in h:mm:sc AM/PM format.
INSERTMODE	Returns “I” or “O” depending on whether QuickScan Pro was set to Insert or Overwrite mode during scan.
PAGEWIDTH	Returns the image width in pixels.
PAGELNGTH	Returns the length of the image in pixels.

Field	Description
BLANK	Returns "Yes" if a blank page was detected, "No" if no blank page was detected, and "N/A" if page detection is off.
BAR_INDEX	Returns the index of the barcode on each page.
BAR_COUNT	Returns the number of barcodes found on each page.
BAR_TYPE	Returns the kind of barcode or patch code detected.
BAR_TEXT	Returns the actual text information in the barcode or patch code.
BAR_TOP	Returns the location of the top edge of the barcode in pixels with the top left corner of the page being the origin.
BAR_LEFT	Returns the location of the left edge of the barcode in pixels with the top left corner of the page being the origin.
BAR_HEIGHT	Returns the height of the barcode in pixels.
BAR_WIDTH	Returns the width of the barcode in pixels.
FILENAME	Returns the path of the file including the file name (e.g., c:\program files\pixel translations\quickscan\images\ccitt_1.tif) after the page has finished being scanned.
PAGENUMBER	Returns the number of the page in the file.
PAGEINDEX	Returns '1,1,1,1' on schema scanned pages (single page) or '1,2,3,4' on a multipage document (i.e., test.tif(1),test.tif(2),test.tif(3),test.tif(4)).

Other Products from Pixel Translations

Pixel Translations offers several toolkit products related to image acquisition and management. These products are designed to allow programmers to easily integrate image scanning, viewing, printing, and storage into their applications. QuickScan is an example of the type of application that can be developed using these toolkits.

PixTools/Scan

High Performance ISIS Toolkit for Scanner Control

PixTools/Scan focuses on providing peak performance from every ISIS certified scanning device. It drives both SCSI and video scanners at or beyond rated speeds, over 400 images per minute! Features such as ScanAhead™ maintain maximum throughput by caching image data in the ISIS driver, even when an application temporarily cannot keep up with the scanner.

PixTools/Scan can enable your application to work with over 300 ISIS certified scanners from makers like Bell & Howell, Canon, Fujitsu, Hewlett-Packard, Kodak, Panasonic, Ricoh, and many others.

PixTools/View

High Performance API for Displaying and Printing

PixTools/View is a full-featured API that provides all the image viewing and printing functions you need— including image display, rotation, scaling, scale-to-gray, color, and annotation.

PixTools/View uses in-memory storage of compressed images, combined with superior decompression libraries. That means fast image display and minimal memory usage. Page images are also automatically cached and prefetched in the background, maximizing memory management and performance. PixTools/View optimizes operations like image rotation and annotation updates. Ask for a demonstration CD and see for yourself!

PixTools/EZ

ActiveX Custom Controls for Scanning, Viewing, and Annotating

PixTools/EZ brings together the superior document imaging functions of both PixTools/Scan and PixTools/View in a set of custom controls for ActiveX/OCX.

While C developers can work with any of our toolkits, PixTools/EZ may also be used in Microsoft's fourth generation language (4GLs), Microsoft Visual Basic. This makes for the fastest development time yet: just select, drag, drop and enable!

PixTools/EZ offers over 260 properties, methods, and events, so you have tremendous flexibility in adding scan, view, annotate, and print functions to your application.

PixTools/IP

Robust Filters for Image Processing and Barcode Recognition

PixTools/Image Processing is optimized for rapid analysis and modification (where appropriate) of images while using a minimal amount of memory.

PixTools/Image Processing is a full-featured toolkit that provides twenty-two different operations that can be applied to color images, as well as black and white images of any supported file format. These operations, or filters, can be used to improve quality and readability, reduce file size, or both. Quality improvements can substantially enhance the accuracy of optical character recognition (OCR). For added batch control, Barcode recognition and patch code recognition filters are also supported!

PixTools for Java

High Performance JavaBeans™ for Viewing, Annotating and Printing Document Images

PixTools for Java is a 100% Pure Java toolkit that provides a rich set of JavaBeans to handle client-based decompression and display of raster images. Developers can use PixTools for Java to create: browser clients for existing imaging products, complete cross-platform imaging applications, new products where a web-based interface is paramount, new products where installation and management of diverse remote clients is critical.