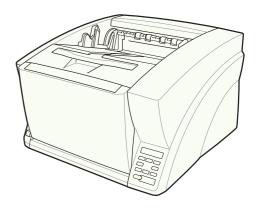
# Canon



# DR-X10C

# **User Manual**

- Please read this manual before operating this scanner.
- After you finish reading this manual, store it in a safe place for future reference.



#### FCC REGULATIONS (For 120 V model)

Document Scanner, Model M11063

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment OFF and ON, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.
   Use of shielded cable is required to comply with Class B limits in Subpart B of Part 15 of FCC Rules.

Do not make any changes or modifications to the equipment unless otherwise specified in the manual. If such changes or modifications should be made, you could be required to stop operation of the equipment.

Canon U.S.A. Inc. ONE CANON PARK, MELVILLE, NY 11747, U.S.A. Tel. No. (800)652-2666

# RADIO INTERFERENCE REGULATIONS (For 120 V models)

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the interference-causing equipment standard entitled "Digital Apparatus", ICES-003 of the Industry Canada.

# RÈGLEMENT SUR LE BROUILLAGE RADIOÉLECTRIQUE (For 120 V models)

Cet appareil numérique respecte les limites de bruits radioélectriques applicables aux appareils numériques de Classe B prescrites dans la norme sur le matériel brouilleur: "Appareils Numériques", NMB-003 édictée par l'Industrie Canada.

#### European Union (and EEA) only.



This symbol indicates that this product is not to be disposed of with your household waste, according to the WEEE Directive (2002/96/EC) and your national law. This product should be handed over to a designated collection point, e.g., on an authorized one-for-one basis when you buy a

new similar product or to an authorized collection site for recycling waste electrical and electronic equipment (EEE). Improper handling of this type of waste could have a possible negative impact on the environment and human health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, waste authority, approved WEEE scheme or your household waste disposal service. For more information regarding return and recycling of WEEE products, please visit www.canon-europe.com/environment.

(EEA: Norway, Iceland and Liechtenstein)

#### Für EMVG

Dieses Produkt ist zum Gebrauch im Wohnbereich, Geschäfts-und Gewerbebereich sowie in Kleinbetrieben vorgesehen.

#### **Model Names**

The following name may be provided for the safety regulations in each sales region of the Document Scanner.

DR-X10C: Model M11063

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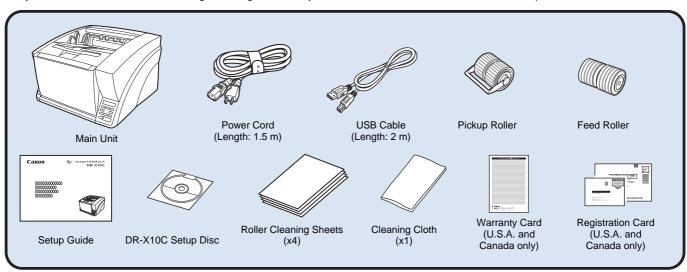
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# STEP 1

# **Checking the Accessories**

If any of the items listed below are missing or damaged, contact your local authorized Canon dealer or service representative.



- The cleaning cloth is used for cleaning the scanner's interior.
- The roller cleaning sheets are adhesive sheets (with peel-off protective sheets) used for removing dust and particles from the transport rollers. Use them when you enable the scanner's Cleaning Mode. (Do not remove the protective sheets until you are ready to use the sheets.)
- Items included in this package are subject to change without notice.
- Keep the package and packing materials for storing or transporting the scanner.

## **Setup Disc Contents**

Install the following software necessary for using the scanner from the supplied Setup Disc.

CaptureOnTouch

This is a dedicated scanning application for DR Series scanners.

CapturePerfect 3.1

This is a scanning application for the DR series scanner.

Scanner driver

This is the scanner driver for this product.

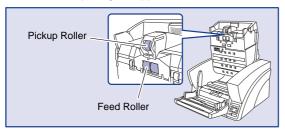
# STEP 2

# **Installing the Rollers**

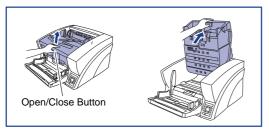
Install the supplied pickup roller and feed roller in the scanner.



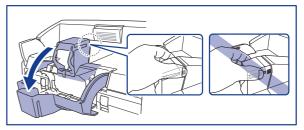
• The pickup roller and feed roller are installed in the following locations after opening the upper unit.



- Be sure to install the pickup roller and feed roller, as documents will not feed if the rollers are not installed.
- Press the Open/Close button, and carefully raise the upper unit until it stops.



**2** Hold the roller cover as shown, and lower it toward you.

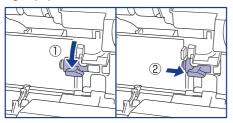


Do not hold the glass portion when opening and closing the roller cover.

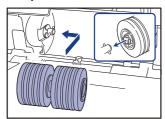
Set the pickup roller (1) in place, and push the mounting lever (2) back to secure it.



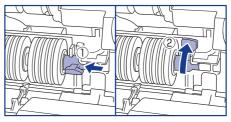
Push the lock lever for the feed roller down (①) and to the right (②).



Align the notches in the shaft of the feed roller with the pins on the shaft in the scanner, and place the feed roller into position.



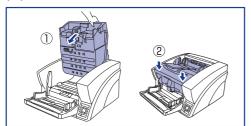
6 Push the lock lever for the feed roller to the left (1) and up (2) to lock the feed roller in place.



7 Push the roller cover up until it clicks into place.



Carefully lower the upper unit (1). Press down on both sides of the upper unit to ensure that it is securely closed (2).



# STEP 3

# **Installing the Software**

### **System requirements**

To use the DR-X10C, your computer must satisfy the following system requirements.

#### Operating system

- Microsoft Windows 7 Service Pack 1 or later (32-bit and 64-bit editions)
- Microsoft Windows 8.1 (32-bit and 64-bit editions)
- Microsoft Windows 10 (32-bit and 64-bit editions)
- Microsoft Windows Server 2008 R2 Service Pack 1 or later
- Microsoft Windows Server 2012 R2
- Microsoft Windows Server 2016
- Microsoft Windows Server 2019

This is the environment as of March 2019.

For the latest software support information, go to the Products page on the Canon website.

#### Computer specifications

CPU: Pentium 4, 3.2GHz or faster

Memory: 1 GB or more

Hard disk: 1 GB or more available space

CD-ROM drive

Interface: One standard Hi-Speed USB 2.0 port on the

PC, or a SCSI expansion card

Monitor: Resolution of 1024 x 768 (XGA) or better

recommended.

#### **Recommended SCSI Cards**

SCSI cards made by Adaptec (for PCI bus)

• AHA-2930U

- AHA-2940AU
- ASC-19160
- ASC-29160N

SCSI card made by Adaptec (for Card bus)

APA-1480

An ISIS-compatible application or a TWAIN-compatible application that is compatible with the above operating systems.



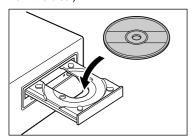
#### **IMPORTANT**

- If you do not know the requirements for your computer system, contact the store where you purchased the computer or the manufacturer of the computer for more information.
- Do not connect both a USB interface and a SCSI card at the same time.
- Note the following points when using the USB interface that was provided with your computer.
- The USB connection should be a Hi-Speed USB 2.0 interface.
- Scanning speeds are lower if your computer's standard USB interface is USB Full-Speed (equal to USB 1.1).
- Use the most recently available USB 2.0 driver provided by Microsoft. Contact your local authorized Canon dealer for more detailed information.
- Not all USB interfaces provided as standard with personal computers are guaranteed. Contact your local authorized Canon dealer for more detailed information.
- Use the USB cable that was originally bundled with the scanner or a Hi-Speed USB 2.0 compatible cable.
- Note the following when using a SCSI card.
  - Make sure to follow the procedure in the manual for the SCSI card and the computer that you are using when installing a SCSI card in your computer.

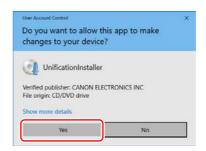
- The overall length of the SCSI cable you can use is determined by the SCSI standards. Refer to the manual for the SCSI card you are using for more information.
- If the CPU, memory, interface card, and other specifications do not satisfy the installation requirements, the scanning speed may be greatly reduced and transmission may take a long time.
- Even if the computer satisfies the recommended specifications, the scanning speed may vary, depending on the scan settings.
- The ISIS/TWAIN Drivers provided with the scanner do not necessarily operate on all ISIS- or TWAIN-compatible applications. For details, contact your application software retailer.

#### Installation

- **IMPORTANT**
- Install the software before connecting the scanner to the computer with the USB cable.
- Log on to Windows as an Administrator.
- Close all other applications before installing the software.
  - Insert the Setup Disc into the disk drive of the computer. The setup menu automatically starts up when you insert the disc into the drive. (If the menu does not start up, execute setup.exe from the disc.)



If the following screen appears, click [Yes] or [Permissions].



# 2 Click [Typical Installation].



| Hint

If you want to reinstall only specific software that you have previously uninstalled, select [Custom Installation] and specify the software.

# Click [Install].



### Follow the instructions on the screen to complete installation.



# Click [Exit] to finish installing the software.



\* Download the latest software from the Canon website.



Depending on your system environment, your web browser may start up full screen during installation. In that case, return to the desktop after processing in the browser is completed, and continue the installation process.

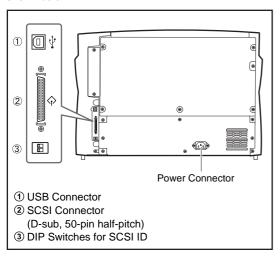
# STEP 4

# **Connecting the Scanner to the Computer**

There are two methods for connecting the DR-X10C scanner to a computer: a USB connection to a standard USB port built in to the computer, or SCSI connection to a SCSI card installed in an expansion slot of the computer. Select the method that is best suited to your computer environment.

### **Interface Connector Locations**

The USB port and SCSI connector are located on the scanner as shown below.



# IMPORTANT

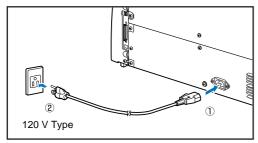
- Do not connect both USB and SCSI cables to the scanner at the same time.
- Use only the supplied power cord.
- The scanner and computer should both be turned OFF when making connections.
- Make sure that the computer is turned OFF before connecting the SCSI cable. The scanner may not be properly recognized by the computer if it is connected while the computer is turned ON.
- A SCSI cable is not supplied with the scanner. Obtain a cable with connectors that match the SCSI connectors on both the scanner and the computer.

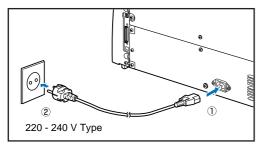
# **Connecting the Scanner to the Computer**

To connect to the computer, follow the procedure for the intended connection method.

### **Using a USB Connection**

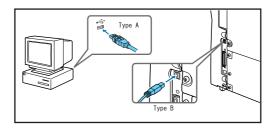
- 1 Connect the supplied power cord into the power connector on the back of the scanner. (1)
- 2 Connect the power cord into an AC outlet. (②)





3 Use the supplied USB cable to connect the scanner to the computer.

Connect the square plug (Type B) of the USB cable to the scanner.

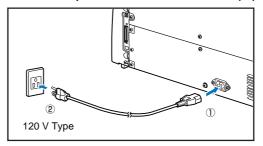


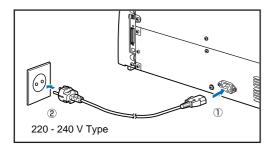
# **Using a SCSI Connection**

**IMPORTANT** 

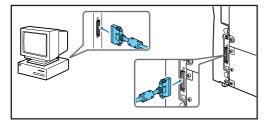
Make sure that the computer is turned OFF before connecting the SCSI cable. If the cable is connected while the computer is on, the scanner may not be properly recognized by the computer.

- 1 Shut down Windows and turn the computer's power OFF.
- Connect the supplied power cord into the power connector on the back of the scanner. (1)
- 3 Connect the power cord into an AC outlet. (2)





# 4 Use the SCSI cable to connect the scanner to the computer.



# **IMPORTANT**

Observe the following when connecting the scanner with other devices in a "daisy chain".

 The SCSI ID of the scanner is set to "SCSI ID = 2" by default. When using a daisy-chain configuration with other SCSI devices, set the DIP switches so that SCSI ID numbers are not duplicated in the system.



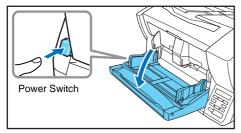
 The DR-X10C scanner incorporates a SCSI terminator which is permanently set to ON. When using a daisy-chain configuration with other SCSI devices, make sure that the DR-X10C scanner is connected as the last device in the chain. Set the terminators of all other devices to OFF

# STEP 5

# **Turning the Power ON**

The power of the scanner can be turned ON and OFF with the power switch on the front of the scanner.

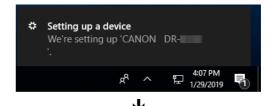
- Make sure that the scanner and computer are connected properly.
- 2 Press the power switch.

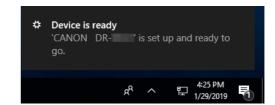


- **IMPORTANT**
- When connecting the scanner to the computer using a SCSI cable, be sure to turn ON the scanner first, and then turn ON the computer.
   If you turn ON the computer first, the scanner may not be properly recognized by the computer.
- Press the power switch again to turn the scanner OFF.
- The Auto USB Power Switching function automatically turns the scanner OFF when the computer is turned OFF.
- After turning the scanner OFF, wait at least 10 seconds before turning it ON again.
- If you will not be using the scanner for an extended period, disconnect the power cord from the AC outlet for safety.

# 일 Hint

- Depending on your country or region, the Auto Power OFF function may be enabled under factory default conditions. When this function is enabled, the scanner will turn OFF automatically if no operations are performed for 4 hours. (See "User Mode" on p. 77)
- When connected with the USB cable, the following message balloon appears on the task bar when the scanner's power switch is turned on the first time. If you wait a while, automatic scanner recognition will end and the scanner will become ready to use.





When the scanner is properly connected to the computer, the (CaptureOnTouch) icon appears on the taskbar as follows.



If the taskbar icon appears as  $\vec{\bullet}_0$ , the scanner is not properly connected to the computer. Check the power switch and the USB cable

# **Turning Off the Power**

Press the power switch again to turn the scanner off.

- IMPORTANT
- After turning the scanner off, wait at least 10 seconds before turning it back on.
- If you will not be using the scanner for an extended period, you should disconnect the power cord from the AC outlet for safety.
- | Hint

The scanner's Auto power OFF function is enabled by default, and the scanner will turn off automatically if it is not operated for 4 hours. To disable this setting, follow the steps in (See "About the Auto Power OFF Function" on p. 34).

### This completes setup.

# Introduction

Thank you for purchasing the Canon imageFORMULA DR-X10C. Please read the following manuals carefully and familiarize yourself with the functions of the scanner before use to ensure you sufficiently understand the functions and make the most of the scanner's capabilities. After reading the manuals, store them in a safe place for future reference.

#### Manuals for the Scanner

Documentation for this scanner consists of the following manuals.

Setup Guide

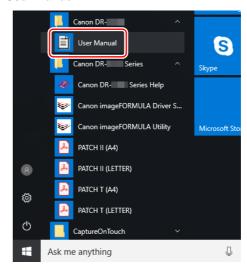
This describes setup procedures for the scanner. Read this manual when you first use the scanner.

- User Manual (this manual)
   This manual contains the operating procedures of the scanner.
- CapturePerfect 3.1 Operation Guide (Electronic Manual)
   This is the operation guide for CapturePerfect 3.1, the Canon document scanner application program.

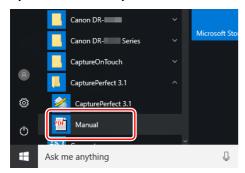
### Hint

- The manual (User Manual) for this scanner is stored on the Setup Disc as an electronic manual in PDF format.
- If you are using Windows, the User Manual (electronic manual) will be registered to the following location when the software is installed.

#### **User Manual**



#### **CapturePerfect 3.1 Operation Guide**





In Windows 8.1, it is registered at the following location.



# **Symbols Used in This Manual**

The following symbols are used in this manual to explain procedures, restrictions, handling precautions, and instructions that should be observed for safety. Indicates a warning concerning operations that may lead to death or injury to persons if not performed correctly.



#### WARNING

Indicates a caution concerning operations that may lead to injury to persons, or damage to property if not performed correctly. To use the scanner safely, always pay attention to these cautions.



#### CAUTION

Indicates operational requirements and restrictions. Be sure to read these items carefully to operate the scanner correctly, and avoid damaging the scanner.



#### **IMPORTANT**

Indicates a clarification of an operation, or contains additional explanations for a procedure. Please read carefully to avoid machine breakdowns and damage.



### Hint

Indicates a reference for operation or supplementary explanation. Reading these notes is highly recommended.

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# **Before You Start Using the Scanner**

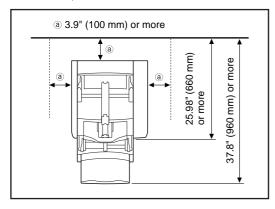
# **Important Safety Instructions**

To ensure the safe operation of this scanner, be sure to read the safety warnings and precautions described below.

### **Installation Location**

The performance of this scanner is affected by the environment in which it is installed. Make sure that the location where the scanner is installed meets the following environmental requirements.

 Provide adequate space around the scanner for operation, maintenance, and ventilation.



- Avoid installing the machine in direct sunlight. If this is unavoidable, use curtains to shade the scanner.
- Avoid locations where a considerable amount of dust accumulates.

- Avoid warm or humid locations, such as in the vicinity of a water faucet, water heater, or humidifier, and avoid locations where the fumes from ammonia, paint thinner, or other volatile chemicals may be present.
- Avoid locations that are subject to vibration.
- Avoid exposing the scanner to rapid changes in temperature. If the room in which the scanner is installed is cold but rapidly heated, water droplets (condensation) may form inside the scanner. This may result in a noticeable degradation in scanning quality.
   The following conditions are recommended for optimal scanning quality:

Room temperature: 10 °C to 32.5 °C (50 °F to 90.5 °F) Humidity: 20% to 80% RH

 Avoid installing the scanner near equipment that generates a magnetic field (e.g. speakers, televisions, or radios).

#### **Power**

- Connect only to a power outlet of the rated voltage and power supply frequency (either 120 V, 60 Hz or 220-240 V, 50/60 Hz, depending on your region).
- Do not use the scanner with a power supply that is not rated for the specified voltage. Doing so might cause fire or electric shock.
- Do not connect other electrical equipment to the same power outlet to which the scanner is connected. Also, when using an extension cord, make sure that the extension cord is rated for the current requirements of the scanner.

- The power cord may become damaged if it is often stepped on or if heavy objects are placed on it. Continued use of a damaged power cord can lead to an accident, such as a fire or electrical shock.
- Do not use the power cord while it is coiled.
- Do not pull directly on the power cord. When disconnecting the power cord, grasp the plug and remove it from the outlet.
- Keep the area around the power plug clear of objects so that the power cord can be disconnected easily in an emergency.
- If you have any questions regarding the power supply, contact your local authorized Canon dealer or service representative for further information.

# **Moving the Scanner**

• The scanner weights about 86 lbs (39 kg).

To lift or move the scanner, always use two people, one on each side. Never attempt to lift the scanner by yourself. You could drop the scanner or pinch your fingers, resulting in personal injury or damage to the scanner. Remember to be extra careful when moving it.



 Make sure to disconnect the interface cable and power cord when moving the scanner. If the scanner is carried with these items connected, the plugs and connectors may be damaged or cause the scanner to fall and result in personal injury or damage to the scanner.

# **Handling**



#### WARNING

Note the following precautions whenever using the scanner. Failure to do so may result in a fire or electric shock.

- Never use alcohol, benzene, paint thinner, aerosol sprays, or any other highly flammable substance near the scanner.
- Do not cut, damage, or modify the power cord. Do not place heavy objects on the power cord, and do not pull or excessively bend the power cord.
- Never connect the power cord when your hands are wet.
- Do not connect the scanner to a multiplug power strip.
- Do not knot or coil the power cord, as this may result in a fire or electric shock. When connecting the power cord, make sure that the power plug is securely and completely inserted into the power outlet.
- To use a reel-type extension cord, unwind all of the cord from the reel. Long-term operation with the cord wound on the reel may cause the cord to overheat and could cause a fire.
- Do not use power cords other than the power cord provided with this scanner. Do not use the supplied power cord with other products.
- Never try to take the scanner apart or modify it in any way, as this
  is dangerous and may lead to a fire or electric shock.
- Do not use flammable aerosol sprays products near the scanner.

- When cleaning the scanner, turn the power switch OFF and disconnect the power cord from the power supply.
- Some parts can only be cleaned when the power is turned ON. In these cases, be careful to avoid electric shock.
- Clean the scanner using a slightly dampened cloth which has been well wrung out. Never use alcohol, benzene, paint thinner, or any other flammable substances.
- If the scanner makes strange noises, or gives off smoke, heat, or strange odors, or the scanner does not function or other abnormalities occur when you use the scanner, immediately turn the power switch OFF, and disconnect the power plug from the power outlet. Then, contact your local authorized Canon dealer or service representative for further information.
- Do not drop the scanner, or subject it to impact or strong shock. Should the scanner ever become damaged, immediately turn the power switch OFF, and disconnect the power plug from the power outlet. Then, contact your local authorized Canon dealer or service representative to have the unit serviced.
- Before moving the scanner, make sure to turn the power switch OFF, and disconnect the power plug from the power outlet.



#### CAUTION

- Do not install the scanner on a surface that is unstable or tilted, or in an area subject to excessive vibrations, as this may cause the scanner to fall, resulting in personal injury or damage to the scanner.
- Do not block the ventilation openings. Doing so could case the scanner to overheat, creating a risk of fire.

- Never place small metal objects such as staples, paper clips, or jewelry on the scanner. These items may fall into the scanner, and cause a fire or electric shock. Should such objects ever fall inside the scanner, immediately turn the power switch OFF, and disconnect the power plug from the power outlet. Then, contact your local authorized Canon dealer or service representative to have the unit serviced.
- Do not locate the scanner in a humid or dusty location. Doing so may cause a fire or electric shock.
- Do not place objects on top of the scanner. Such objects may tip or fall over, resulting in personal injury.
- When unplugging the power cord, grasp it firmly by its plug. Do not pull directly on the power cord, as this may damage or expose the cord's internal wiring, resulting in a fire or electric shock.
- Leave sufficient space around the power plug so that it can be unplugged easily. If objects are placed around the power plug, you will be unable to unplug it in an emergency.
- Do not allow water or flammable substances (alcohol, paint thinner, benzene, etc.) to spill into the scanner, as this may result in a fire or electric shock.
- Turn OFF the power switch for safety when not using the scanner for a long period of time, such as overnight. Also, turn OFF the power switch, and disconnect the power cord from the power outlet for safety when the machine will not be used for an extended period of time, such as during consecutive holidays.
- Do not wear loose clothing or jewelry that may get caught in the scanner while you are using it. This may result in personal injury. Be extra careful of neckties and long hair. If anything becomes caught in the scanner, immediately disconnect the power cord to stop the scanner.

 Be careful when placing paper in the scanner and when removing jammed paper. It is possible to cut your hand on the edge of a sheet of paper.

# **Disposal**

When disposing of this scanner, make sure to follow all local ordinances and laws or consult with the retailer who sold you the scanner.

## **Features**

The main features of the DR-X10C are described below.

#### Scanner Features

#### Fast Document Feeding

The scanner can scan up to 100 document sheets per minute of LTR/A4-size paper in black and white, grayscale, and color scanning modes.

\* Scanning conditions: LTR/A4 portrait, duplex, 200 dpi

#### Variety of Scanning Modes

The scanner is equipped with six scanning modes: Black and White, Error Diffusion, Advanced Text Enhancement, Advanced Text Enhancement II, 256-Color Grayscale, and 24-Bit Color.

\* Advanced Text Enhancement can clarify scanned text by processing background or foreground colors.

#### ● 500-Sheet Feeder

Up to 500 plain paper document sheets can be loaded in the document feed tray.

#### USB-Linked Power Switch

This User Mode setting enables the scanner's power to be automatically switched ON and OFF according to the connected computer's power state. (See "About the Power Switch" on p. 33.)

#### Count-Only Mode

When operating the scanner as a stand-alone device, this mode counts the number of loaded document sheets. (See "Count-Only Mode" on p. 71.)

#### Adjustable Document Feed Tray

The home position height of the document feed tray can be adjusted up or down according to the number of document sheets to be loaded. (See "Preparing the Document Feed Tray" on p. 39.)

#### **● Long Document Mode**

Document sheets up to three meters (118.1 inches) long can be scanned with Paper Size Detection. (See "Long Document Mode Setting" on p. 36.)

#### Job Function

Scanning conditions and the saving destination for image files are registered with the job, so you can scan using only control panel key operations. (See "About the Job Function" on p. 50.)

#### Selectable Background

Black or white background can be selected for document scanning. (See "Selectable Background" on p. 74.)

#### • Freely Adjustable Document Guides

The left and right document guides can be adjusted so that documents can be positioned to scan either the left or right side. (See "Adjusting the Document Guides" on p. 42.)

#### User Mode

The User Mode functions can be employed to set the scanner for practically any condition. (See "User Mode Functions" on p. 79.)

#### **Detection Functions**

#### Auto Image Type Detection

The scanner automatically detects whether documents are in black and white or color.

#### Auto Paper Size Detection

The document page size is detected before scanning.



#### Skew Detection Function

The scanner stops feeding when a skewed document is detected as it touches the edge of the feeder inlet. (See "Skew Detection Function" on p. 73.)

#### Staple Detection

The scanner stops feeding when it detects the presence of stapled documents. (See "Staple Detection Function" on p. 74.)

#### Ultrasonic Double-Feed Detection Function

The scanner stops feeding when the ultrasonic sensor detects that two or more document pages are feeding at the same time. (See "Double-Feed Detection Function" on p. 72.)

\* A non-detection zone can be specified to avoid double-feed detection in areas such as those containing adhesive labels.

#### Double-Feed Detection by Document Length

The scanner stops feeding when a double feed is detected by comparing document lengths. (See "Double-Feed Detection Function" on p. 72.)

\* Using the length of the first document page as a reference, the scanner detects a double feed when a page of a different length is fed.

#### Prescan

At the start of scanning, this function prescans the first page of a document and pauses so that you can use the first image to adjust the brightness and contrast before resuming scanning.

#### Verify Scan

While scanning, the count of document pages scanned is verified against a pre-specified count or the count obtained from Count-Only Mode. (See "Verify Scan" on p. 72.)

#### Text Orientation Detection

The text orientation on each page is detected, and the scanned image is rotated in 90-degree increments as necessary for normalization.

#### Image Processing

#### Prevent Bleed Through/Remove Background

Prevents the background or original image on the reverse side of thin originals from appearing in scanned images.

#### Image Rotation

The scanner can rotate scanned images in 90° increments, or detect the text orientation and rotate the image in 90° increments to correct its orientation.

#### Deskew

The scanner straightens an image when it recognizes from the image that the document page was fed askew.



#### Dropout and Color Enhancement Functions

The scanner is equipped with drop-out and enhancement functions that enable you to specify one color (red, blue, or green) to be omitted (dropped out) or enhanced when scanning, respectively.



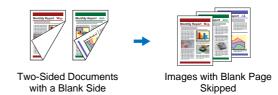
#### Remove Binder Holes

Erases the shadows that appear on scanned images form binding holes on the original document.



#### Skip Blank Page

The scanner scans both sides of a document and skips saving the image of any side it determines to be a blank page.



#### Folio Scan

Documents that are too large to fit in the feeder inlet can be folded and scanned on both sides, and the images combined into a single image.



\* Folio Scan supports up to A1-size (23.4" x 33.1" (594 x 841 mm)) documents when used together with the Long Document Mode.

#### MultiStream Function

The scanner supports MultiStream, which, depending on the software application, can create two images with different scanning conditions from a single scan pass. However, this function is only available when using CapturePerfect 3.1 (supplied with the scanner) or another application program that supports the Multi-Stream function.



Making text or lines bold

If any text or lines are unclear, this scanner has a function for scanning and making them bolder.

#### Background smoothing

This processes the background in a scanned image to make it look smoother. It can be used when [Detect automatically], [256-level Gray], or [24-bit Color] is selected in [Color Mode] on the [Basic] tab sheet.

#### **Other Functions**

#### Rapid Recovery System

When this function is activated and a sensor detects a misfeed due to a paper jam or double feed, which causes feeding to stop, scanning pauses to allow you to correct the cause of the misfeed, after which scanning continues from the document page on which the abnormality was detected. (See "Handling Interruptions in Scanning" on p. 62.)

\* The Rapid Recovery System is effective when feeding stops as a result of detection of a Paper Jam, Double Feed, Skew, or Staple.

#### Dust Countermeasures

The following functions are provided to prevent dust or paper particles from adhering to the scanning glass and affecting images.

**Blower:** Airflow from a fan inside the scanner blows paper particles from the scanning glass.

**Dust Wiper:** Before scanning, a brush mounted on a roller on the opposite side of the scanning glass rotates to remove paper particles from the glass.

**Dust Evasion Mechanism:** When a sensor detects dust on the scanning glass, the sensor is repositioned to avoid appearing in scanned images. (See "User Mode Functions" on p. 79.)

#### **Options**

#### Imprinter (Option)

The optional imprinter includes a Pre-Imprinter to print on documents before scanning, and a Post-Imprinter to print on documents after scanning.

\* The Pre-Imprinter and Post-Imprinter can be used together.

#### Barcode Detection (Option)

Barcodes on documents can be detected by installing the optional barcode module.

#### Patchcode Support (Option)

By installing the optional patchcode decoder, patch code sheets inserted between document pages can be detected for batch separation. (See "Batch Separation" on p. 58.)

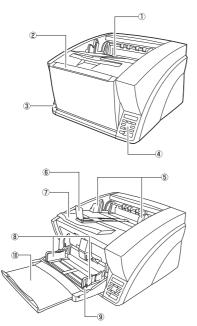
#### Thin Paper Kit for DR-X10C (Option)

Document sheets that are thinner than normal can be scanned by installing the optional Thin Paper Kit for DR-X10C. (See "Thin Paper Kit for DR-X10C Specifications" on p. 129.)

# **Names and Functions of Parts**

The names and functions of the DR-X10C parts are shown below.

# Front View, Feeder Inlet, and Eject Outlet



### 1 Document Eject Tray

Scanned documents are output here. (See p. 45.)

### **② Document Feed Tray**

Load documents to be scanned. (See p. 39.)

#### 3 Power Switch

Turns the scanner ON and OFF. (See p. 33.)

- 4 Control Panel (See p. 31.)
- (5) Document Guides

Adjust to match the width of documents, so that ejected documents stack neatly. (See p. 45.)

#### **6** Eject Paper Stoppers

Adjust to match the length of documents, to avoid document spillage. (See p. 45.)

#### 7 Document Eject Tray Extension

Extend as needed to match the length of the documents. (See p. 45.)

#### **8 Document Guides**

Adjust to match the width of documents. (See p. 42 and p. 43.)

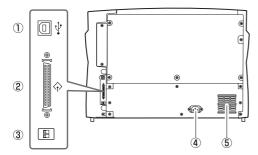
#### **9 Document Guide Lock Lever**

Locks the Document Guides. (See p. 43.)

#### **10 Document Feeder Tray Extension**

Extend as needed to match the length of the documents. (See p. 41.)

### **Rear View**



① USB Connector (Type B)

Connect the supplied USB cable here. (See p. 14.)

- ② SCSI Connector (50-pin half-pitch D-sub receptacle)
  Connect the SCSI cable here. (See p. 14.)
- ③ DIP Switch (SCSI ID)
  Selects the scanner's SCSI ID. (See p. 15.)
- **4** Power Connector

Connect the supplied power cord here. (See p. 14.)

**5** Ventilation Holes (Exhaust Fan)

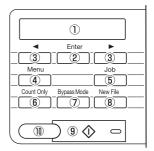
Exhausts heat from inside the scanner.



#### **CAUTION**

Do not block the ventilation holes. Doing so could cause the scanner to overheat, creating a fire hazard.

### **Control Panel**



1 Display Panel

Displays the user mode, job info, and messages.

2 Enter Key

Selects the user mode, and accepts settings.

③ ◀ ► Keys

Selects the user mode and job.

4 Menu Key

Displays the user mode.

**5** Job Key

Displays jobs.

## **6** Count Only Key

Feeds and counts the number of document pages.

### **7** Bypass Mode Key

Raises the document holder for the non-separating (manual) mode.

### **8** New File Key

When Batch Separation by Key is enabled, separates batches.

### 9 Start Key

Starts scanning.

### 10 Stop Key

Stops the scanning process.

# **Basic Operation**

# **Turning the Power ON and OFF**

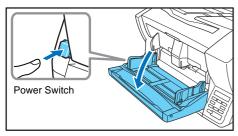
Use the power switch to turn the DR-X10C scanner ON and OFF, or if you are using a USB connection, you can set the USB-linked power switch.



- After turning the scanner OFF, wait at least ten seconds before turning it back ON.
- If the scanner is connected via SCSI cable, always turn the scanner ON before turning the computer ON. If you turn the computer ON before the scanner, it may not recognize the scanner properly.

### **About the Power Switch**

When the power switch (located at the lower left side of the front of the scanner) is turned ON, the Document Feed Tray opens automatically. (See p. 39.)

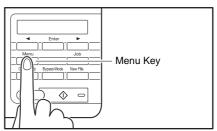


# **USB-Linked Switch Setting (with USB connection only)**

To set to have the computer's power switch turn the scanner ON and OFF as well, you can enable the Auto USB Power Off function. You can change the "Auto USB Power Off" setting using the User Mode.



Press the Menu key on the control panel.



The User Mode is activated.



# 2 Press the [◄] key five times to display "Auto USB PWR OFF". (See p. 77.)

Auto USB PWR OFF ON [OFF]

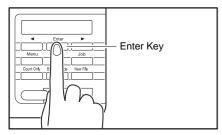
### **3** Confirm your settings.

ON: When a USB cable is connected, the scanner's power switches ON and OFF according to the computer's power

state.

**OFF:** The scanner's power turns ON and OFF by its power switch

# 4 Press [Enter].



The current setting is indicated by blinking square brackets [].

- Press the [◄] or [▶] key to select [ON] or [OFF], and press [Enter] to accept the selection.
- 6 Press the Stop key to exit the User Mode.

### **About the Auto Power OFF Function**

This scanner includes an Auto Power OFF function. When this function is enabled, the scanner will turn OFF automatically if no operations are performed for 4 hours.

The Auto Power OFF function can be configured in the User Mode. (See "User Mode" on p. 77.)



Depending on your country or region, the Auto Power OFF function may be enabled under factory default conditions.

### **Documents**

The DR-X10C scanner can scan documents ranging in size from business cards and checks to 11" x 17"/A3 size. The size and type of paper that can be fed depends on the feeding method.

# **Acceptable Documents**

The scanner can feed the following document sizes.

#### Size

Width: 2" to 12.01" (50.8 mm to 305 mm)

#### Length:

2.76" to 17.01" (70.0 mm to 432 mm) (without using the Long Document Mode)

2.76" to 39.37" (70.0 mm to 1 m) (using [ON1] in the Long Document Mode)

2.76" to 118.11" (70.0 mm to 3m) (using [ON2] in the Long Document Mode)

# 

When the Long Document Mode is selected, Paper Size Detection can be used for scanning documents up to 118.1". (3 m) long. (See "Long Document Mode Setting" on p. 36.)

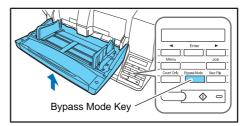
#### **Paper Thickness**

Page Separation Feeding: 14 to 32 lb bond (52  $g/m^2$  to 128  $g/m^2$ ) (0.06 mm to 0.15 mm)

**Bypass Feeding:** 11 lb to 68 lb bond (42 g/m<sup>2</sup> to 255 g/m<sup>2</sup>) (0.05 mm to 0.30 mm)

## 🙀 Hint

- Continuous feeding feeds document pages one after another by the feed and retard rollers after placing a batch of documents in the Document Feed Tray.
- Manual feeding requires feeding one document at a time while the [Bypass Mode] key on the control panel is lit and the Document Feed Tray is raised.



## **IMPORTANT**

A document must meet the following criteria to be scannable:

 When scanning a multipage document, pages must be grouped together so that they have the same size, thickness, and weight. Scanning different types of paper at one time can cause the scanner to jam.

- Always make sure that the ink on a document is dry before scanning
  it. Scanning documents with the ink still wet may soil the rollers or
  scanning glass, cause lines or smudges to appear on images, or
  dirty other documents.
- Always clean the rollers or scanning glass after scanning a
  document written in pencil. Scanning documents with pencil written
  on them may soil the rollers or scanning glass, cause stripes to
  appear in images, or dirty other documents.
- When scanning a two-sided document that is printed on thin paper, the image on the opposite side of each page may show through.
   Adjust the background color and scanning brightness from the application program before scanning.
- Note that scanning the following types of documents can cause a paper jam or malfunction. To scan such a document, make a photocopy of the document and then scan the photocopy.



Wrinkled or creased documents



Carbon paper



Curled documents



Coated paper



Torn documents



Extremely thin, translucent paper



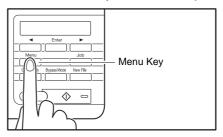
Documents with paper clips or staples

- To scan bound multi-page documents such as invoice booklets, place the bound edge against the feeder inlet and scan by manual feeding.
- To use the Long Document Mode, feed document pages manually, one after another

## **Long Document Mode Setting**

Using the Long Document mode, pages up to 118.1" (3 m) long can be scanned with automatic paper size detection. You can set the Long Document Mode setting from the User Mode.

1 Press the Menu key on the control panel.



The User Mode is activated.

Buzzer Control
[ON2] ON1 OFF

Press the [▶] key five times to display Long Document Mode. (See p. 77.)

Long Document
ON2 ON1 [OFF]

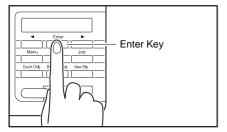
### **3** Confirm your settings.

[ON2]: When the [Auto Detection] or [Scanner's Maximum] page size setting is selected, document page lengths up to 118.11" (3 m) can be detected.

[ON1]: When the [Auto Detection] or [Scanner's Maximum] page size setting is selected, document page lengths up to 39.37" (1 m) can be detected.

[OFF]: When the [Auto Detection] page size setting is selected, document page lengths up to 17.01" (432 mm) can be detected.

## 4 Press [Enter].



The current setting is indicated by blinking square brackets [].

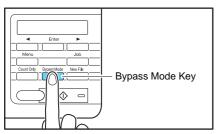
## Press the [◄] or [▶] key to select [ON] or [OFF], and press [Enter] to accept the selection.

6 Press the Stop key to exit the User Mode.

## IMPORTANT

- Processing may be slowed when scanning in the Long Document Mode.
- When scanning with the Long Document Mode set to [ON1], if
  the scan is performed with the scanning mode set to color and
  the image quality set to [Image quality priority], the image may
  be lost. If this occurs, scan by using black and white or
  reducing the image quality.
- When scanning with the Long Document Mode set to [ON2], if
  the scan is performed at 400/600 dpi or the scan is performed
  with the scanning mode set to color and the scanning side set
  to [Duplex], the image may be lost. If this occurs, scan by
  reducing the resolution, using black and white, or setting the
  scanning side to [Simplex].
- Some scanning mode and resolution settings may produce incomplete page images. In this case, try decreasing the resolution or, if scanning in color mode, switch to black and white
- If a sheet is loaded at a skewed angle when scanning long documents, it may be damaged by contacting both sides of the transport path. So be careful to avoid loading documents at skewed angles.
- Paper jam detection may react slowly when scanning long documents, which could result in jammed documents being damaged. Be especially careful to avoid paper jams.

• To feed each document page manually when scanning long documents, press the [Bypass Mode] key on the control panel.



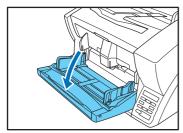
## **Document Feed and Eject Trays**

Before scanning, prepare the Document Feed and Eject Trays for the desired paper size.

## **Preparing the Document Feed Tray**

## **Opening the Document Feed Tray**

When the scanner is turned ON, the Document Feed Tray opens automatically and moves to the specified home position height.





When opening the Document Feed Tray by hand, place your fingers in the indents at both sides of the tray, and open it gently.

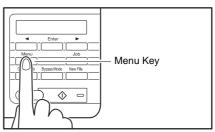
### **Home Position Setting**

The height of the home position (the position to which the document Feed Tray moves after it opens) can be adjusted in three steps according to the number of document pages to be loaded (the default setting is the lowest position, which accepts up to 500 sheets).

The height of the home position is set by the Tray Position User Mode setting, which minimizes the time required to start feeding by specifying in advance the proper position for the documents to be loaded.



Press the Menu key on the control panel.



The User Mode is activated.



## Press the [◀] key seven times to display Tray Position. (See p. 77.)

Tray Position
2 1 [0]

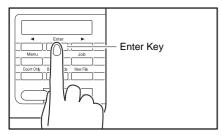
### 3 Confirm your settings.

[0]: To load up to 500 sheets

[1]: To load up to 300 sheets

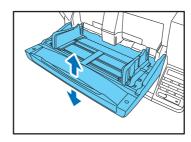
[2]: To load up to 100 sheets

## 4 Press [Enter].



The current setting is indicated by blinking square brackets [].

## Press the [◀] or [▶] key to select [1], [2] or [3]. The Document Feed Tray moves to the selected height.

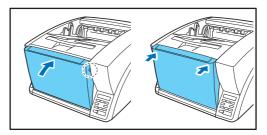


6 Press [Enter] to accept the selection.

**7** Press the Stop key to exit the User Mode.

### **Closing the Document Feed Tray**

To close the Document Feed Tray, lift it gently so that the sides of the tray hook into the scanner body, then press it in at both sides.





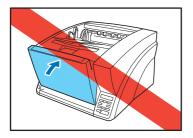
#### Hint

When power is switched OFF while the home position setting of the Document Feed Tray is high, the tray moves to the lowest position before the scanner turns OFF.



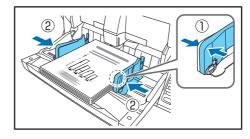
### **CAUTION**

When the home position is set to high, make sure to turn the power OFF before closing the tray. Closing the Document Feed Tray while the scanner is ON may damage the scanner.



### **Document Guides**

Unlock the document guides by gently pressing both sides of either guide (1), and sliding the document guides to match the width of your document (2).



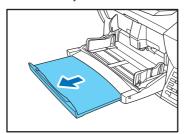


### | Hint

The positions of the left and right document guides can also be locked independently for off-center loading. For details, see "Adjusting the Document Guides" (p. 42).

### **Document Feed Tray Extension**

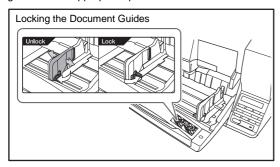
Pull out the tray extension as needed for the length of your document.



## **Adjusting the Document Guides**

The document guides normally extend at equal distances from the left and right of the center of feeding so that your documents are centered in the feed inlet.

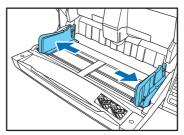
However, each document guide has its own lock lever, so you can load documents to the left or right of center by locking the document guides at the appropriate positions.



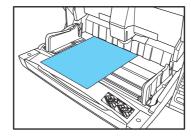
### **Loading Documents at the Left Side**

This example shows the procedure for loading documents at the left side of the feeder.

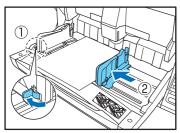
Spread the document guides all the way to the left and right.



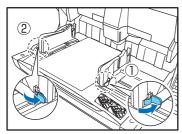
2 Load your documents against the left feed guide.



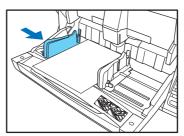
3 Lock the left document guide (①) by pulling out the lock lever, then slide the right document guide to the right edge of your documents (②).



Lock the right document guide (1), and unlock the left document guide (2).



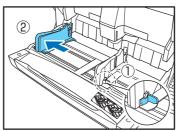
5 Slide the left document guide to the left edge of your documents.



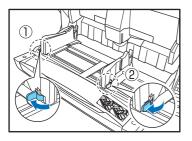
### **Resetting the Document Guides**

To reset the guides so that they are equidistant from the center, perform the following procedure to spread the guides to the left and right as far as they will go.

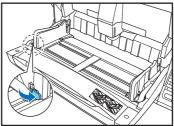
Confirm that the right document guide is locked (1), and slide the left guide all the way to the left (2).



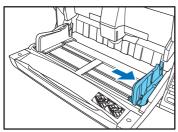
Lock the left document guide (①), and unlock the right document guide (②).



4 Unlock the left document guide.



3 Slide the right document guide all the way to the right.

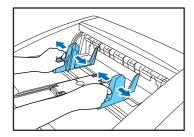


## **Preparing the Document Eject Tray**

The Eject Tray includes two Document Eject Guides, the Eject Tray Extension and Eject Paper Stopper, to be adjusted to match the length of your documents.

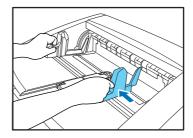
### **Document Guides**

Slide the document eject guides to match the width of your documents.





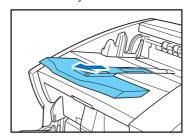
• The position of the document eject guides can be shifted to the left or right by holding one guide in place while moving the other.



• To reset the guides so that they are equidistant from the center, spread the guides all the way to the left and right.

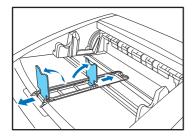
### **Document Eject Tray Extension**

Pull out the tray extension to match the length of your document.



### **Eject Paper Stoppers**

Raise the appropriate Eject Paper Stopper to stop ejected documents from spilling out of the eject tray.



## Hint

The eject paper stoppers are attached to the document tray extension, so you can adjust their positions by moving the tray extension to suit your document length.

## **Document Feeding Methods**

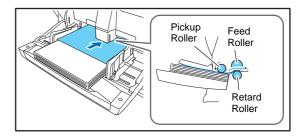
Two document feeding methods are available: Continuous Feeding, which feeds documents automatically from the document tray by the pickup roller; and Manual Feeding, which requires one document at a time to be positioned manually for transport by the feed roller, while the pickup roller is disabled.

## **Selecting the Document Feeding Method**

Continuous Feeding is the default feeding method, but Manual Feeding can be enabled by selecting Manual Feeding as the Feeding Option for the ISIS/TWAIN driver, or by pressing the Bypass Mode key on the control panel. A Continuous Manual Feeding Mode is also provided as a way to scan a batch of document pages that cannot be automatically transported.

### **Continuous Feeding**

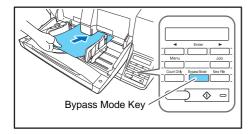
With Continuous Feeding, documents loaded in the Document Feed Tray are picked up automatically by the pickup roller and transported by the feed roller, while the retard roller separates each page to avoid double feeding.



### **Manual Feeding**

The Bypass Mode key lights and the Document Feed Tray rises so that documents can be fed manually one at a time.

When manual feeding, you must insert each document page far enough to be pulled in by the feed roller (because the pickup roller is disabled).



### IMPORTANT

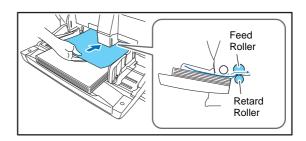
- Because pages are not separated by the retard roller during manual feeding, a paper jam will occur if multiple pages are loaded together.
- To scan bound multi-page documents such as invoice booklets. place the bound edge against the feed inlet and scan using manual feedina.

### Hint

- The [Bypass Mode] key is linked to the [Manual Feeding] Feed Option setting of the ISIS/TWAIN driver.
- When the [Bypass Mode] key on the control panel is pressed or the [Manual Feeding] Feed Option is selected, the [Bypass Mode] key lights and the Document Feed Tray rises.

### **Continuous Manual Feeding Mode**

Enable the Continuous Manual Feeding Mode from the User Mode when document pages do not separate well using Continuous Feeding.



### IMPORTANT

When the Continuous Manual Feeding Mode is set to ON from the User Mode, make sure to disable it (set to OFF) when finished scanning. Otherwise, normal continuous feeding will be disabled the next time someone uses the scanner.

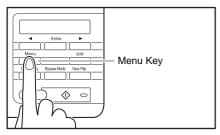
## | Hint

For Manual Feeding, you must feed document one page at a time. For Continuous Manual Feeding, you must place the documents on the Document Feed Tray and insert them into the Document Feed Tray opening one page at a time, making operation easier.

### **Continuous Manual Feeding Mode Setting**

Select Continuous Manual Mode in the User Mode settings to enable continuous manual feeding.

### 1 Press the Menu key on the control panel.



The User Mode is activated.

Buzzer Control
[ON2] ON1 OFF

## Press the [▶] key six times to display "Manual Feed Mode". (See p. 77.)

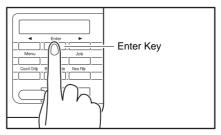
Manual Feed Mode
ON [OFF]

### 3 Confirm your settings.

**[ON]:** Disables the pickup roller so that loaded documents have to be hand fed to the feed roller one page at a time.

**[OFF]**: Documents are fed continuously by the pickup roller, except when the Bypass Mode key is lit.

## 4 Press [Enter].



The current setting is indicated by blinking square brackets [].

- Fress the [◄] or [▶] key to select [ON] or [OFF], and press [Enter] to accept the selection.
- Press the Stop key to exit the User Mode.

## **Scanning**

Scanning operations can be controlled by a scanning application program such as the CapturePerfect 3.1 software included with the scanner, or directly from the control panel of the DR-X10C, using the Job Function.

This section describes the Job Function and provides an overview of CapturePerfect 3.1.

### **About the Job Function**

The Job Function enables you to use the Job Registration Tool to register different jobs which can then be selected for scanning by pressing the [Job] key on the control panel.

Job registration stores scanning condition settings, image file format selection, save destination, and image data processing settings for each job to be used with the Job Function.

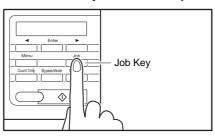


The Job Registration Tool is a TWAIN-compliant application that is installed along with the ISIS/TWAIN driver.

### **Executing Jobs**

Use the following procedure to execute jobs that have been registered by the Job Registration Tool.

## Press the Job key on the control panel.



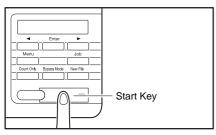
#### Registered jobs are displayed.

01:A4 B/W 200 My Documents

## 낅 Hint

If no job is displayed, you must register a job using the Job Registration Tool.

- Press [◀] or [▶] to select a job.
- 3 Execute the displayed job by pressing the Start key.



4 Open the folder specified during job registration to confirm that the image files have been created.

## **CapturePerfect 3.1**

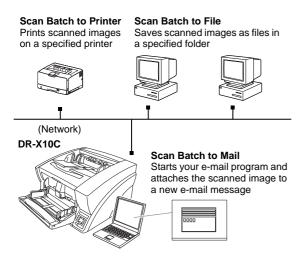
CapturePerfect 3.1 is an ISIS-compatible application developed for Canon document scanners.

CapturePerfect 3.1 includes the following modes. Select the desired scan mode from the Scan menu to perform scanning. For more information on CapturePerfect 3.1, refer to the *CapturePerfect 3.1 Operation Guide*.



### **Scanning with CapturePerfect**

The following three scanning methods are available from the CapturePerfect Scan menu.



### Scan Batch to File

Documents are scanned with the preset scanning conditions, and the scanned image data is saved to a specified folder.

#### Scan Batch to Printer

Documents are scanned with the preset scanning conditions, and the scanned image data is printed on a specified printer.

#### Scan Batch to Mail

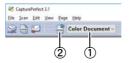
Scanning is performed with the specified scanning conditions, and a MAPI-compliant e-mail client is started to generate a new e-mail message with the scanned images as attachments.

### Scan Page

Only one page of the document is scanned.

#### Scan Job

The scanning conditions and scan mode (Scan Batch to File, Scan Batch to Printer, or Scan Batch to Mail) are registered in advance as a job. The scan job can then be performed by selecting the registered job from the drop-down list (1) or by clicking (Scan Job) on the toolbar (2).





### | Hint

The following two scan jobs are already registered and up to 99 additional jobs can be registered.

- Color Document
- Scan the document using 24-bit color, simplex, at 300 dpi resolution, and save the file in the folder [Pictures].
- Binary Document
- Scan the document in black-and-white, simplex, at 200 dpi resolution, and save the file in the folder [Pictures].

#### Scan Batch to Microsoft SharePoint

In environments where Microsoft SharePoint Server is implemented, scanned images are sent to the Microsoft SharePoint site.

### **Scan Batch To Presentation**

This mode is convenient when a compact scanner is used in an environment such as a conference hall, where it is connected to a large display or projector. By setting CapturePerfect for full-screen display before scanning, scanned images are displayed at full size on the screen.



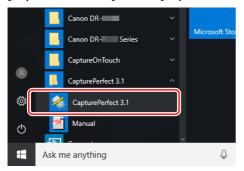
This is not usually practical for large scanners such as the DR-X10C.

### **Using CapturePerfect 3.1**

This section describes how to start CapturePerfect 3.1 and scan documents. The procedure for using the Scan Batch to File function is described here as an example.

For details, refer to the CapturePerfect 3.1 Operation Guide.

From the Windows task bar, click Start button → click [CapturePerfect 3.1] → click [CapturePerfect 3.1].



### CapturePerfect 3.1 starts.

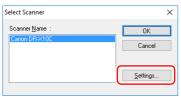


From the [Scan] menu, select [Select Scanner].



The [Select Scanner] dialog box opens.

## 3 Select [Canon DR-X10C] and click [Settings].



## **IMPORTANT**

If [Canon DR-X10C] is not displayed in the list of scanners, you must re-install the ISIS/TWAIN driver.

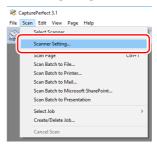
## 4 Set the [Default Page Size].



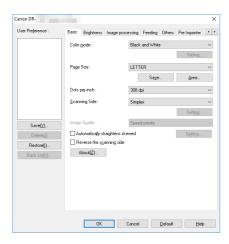
### **IMPORTANT**

If you select [Default] in the ISIS driver properties dialog box, that setting is applied here.

- 5 Click [OK] to finish scanner selection.
- 6 From the [Scan] menu, select [Scanner Setting].



The Properties dialog box for the ISIS driver opens.



## 7 Set the scan settings.

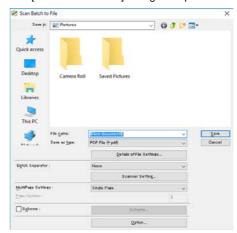


For more information on specifying the scan settings, see "ISIS/TWAIN Driver Settings" on p. 130.

From the [Scan] menu, select [Scan Batch to File].



The [Scan Batch to File] dialog box opens.



9 Specify the file name and the file type for saving the image data.

For details on the available settings in the [Scan Batch to File] dialog box, refer to the *CapturePerfect 3.1 Operation Guide*.

10 Place your document and click [Save] to start scanning.

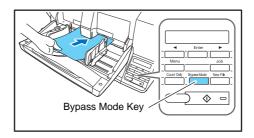
### IMPORTANT

You must load your documents as described below, depending on the specified Feed Option setting.

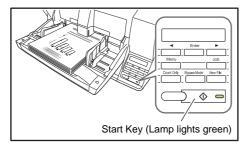
 If the [Standard Feeding] Feed Option is enabled, load your documents before scanning. When all of the documents have been scanned, the Continue Scanning dialog box appears.



 If the [Manual Feeding] Feed Option is enabled, the Bypass Mode key is lit and the Document Feed Tray is raised. You must insert one page at a time to be scanned, and press the Stop button to display the Continue Scanning dialog box.

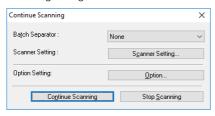


- If a Feed Option other than [Standard Feeding] or [Manual Feeding] is selected, once you have started scanning, each document placed in the Document Feed Tray is scanned, and when no document is loaded, the scanner enters the standby state.
- If the [Automatic Feeding] Feed Option is enabled, scanning is performed automatically whenever a sensor in the Document Feed Tray detects a loaded document, and pressing the Stop key causes the Continue Scanning dialog box to appear.
- If the [Panel-Feeding] Feed Option is enabled, the Start key lamp is lit. You must load a document and press the Start key to scan. Pressing the Stop button causes the Continue Scanning dialog box to appear.



- 11 Verify that a document is loaded, and click either [Continue Scanning] or [Stop Scanning].
  - **IMPORTANT**

If Use Continue Scanning dialog in the [Scan] menu is not checked, scanning finishes without displaying the Continue Scanning dialog box.



When scanning is complete, select [Exit] from the [File] menu to quit CapturePerfect 3.1.

### **Scanning with CaptureOnTouch**

CaptureOnTouch is a scanning application that enables you to scan a document with a simple operation merely by selecting the screen panel.

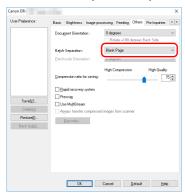


For details about the operations and functions, see the help of CaptureOnTouch.

## **Batch Separation**

### **Batch Separation (Insert blank page)**

Recognizes blank pages as batch separators and performs batch separation when documents containing blank pages are scanned. On the [Others] tab of the ISIS driver properties, select [Blank Page] from the Batch Separation dropdown list.

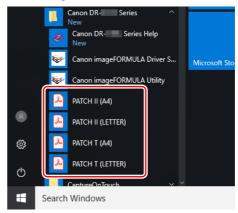


## **IMPORTANT**

- When [Simplex] is selected in [Scanning Side], blank pages on the scanned side will be recognized as separators. When [Duplex], [Skip blank page], or [Folio] is selected in [Scanning Side], document pages will be recognized as separators when both sides of a page are blank.
- Images of pages recognized as separators will not be saved.

# Batch Separation (Patchcode Sheets / Option)

When the optional patchcode decoder is installed, the DR-X10C supports Automatic File Separation by detecting patchcode sheets inserted within a document, and performs batch separation. Patchcode patterns are printed on the patchcode sheets used to automatically separate files. Patchcode pattern icons are registered in the following location when the ISIS/TWAIN driver is installed.



## | Hint

In Windows 8, the batch code sheets are saved to the applications table.



### **IMPORTANT**

- Patchcode sheets can be used only when the application you are using supports separating files by patchcode patterns.
- Patchcode sheets are available in PDF format. There are four types;
   [PATCH II (A4)], [PATCH II (LTR)], [PATCH T (A4)], [PATCH T (LTR)], organized according to the paper size and pattern.

### **Printing Patchcode Sheets**

Open the desired patchcode sheet file with CapturePerfect 3.1 or an application that supports the PDF file format, and print the page image only at its original size.

## IMPORTANT

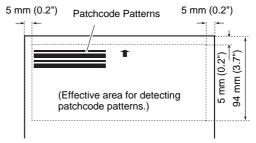
- Print (at original size) PATCH T (A4) and PATCH II (A4) sheets on A4-size paper, or PATCH T (LTR) and PATCH II (LTR) on LTR paper.
- Patchcode sheets must be printed in their original size. The scanner may not recognize them as patchcode sheets if they are enlarged or reduced.

### **Creating a Patchcode Sheet**

To copy a patchcode pattern to create a different size patchcode sheet, make sure to pay attention to the following precautions:

### **IMPORTANT**

 Adjust the patchcode so that it fits into the effective area for detecting patchcode patterns.



- When copying a patchcode pattern, the copy should be the same size as the pattern on the original.
- Be careful to keep patchcode sheets clean. If a patchcode sheet has been folded or becomes creased, reprint or replace the sheet.

### **Patchcode Pattern Function**

There are two types of patchcodes, and their function changes according to their pattern.

#### **PATCH T**



When the scanner recognizes this patchcode printed on a patchcode sheet, it creates a separate file for the document that comes after the patchcode sheet. The image of this sheet is saved or not saved, depending on the application's settings.

### **PATCH II**



When the scanner recognizes this patchcode printed on a patchcode sheet, it creates a separate file starting from the patchcode sheet. The image of this sheet is saved, regardless of the application's settings.

### **How to Use Patchcode Sheets**

This section describes how to use patchcode sheets with CapturePerfect 3.1.



Print the patchcode sheets on a printer.



### **IMPORTANT**

- Print (at original size) PATCH T (A4) and PATCH II (A4) sheets on A4 paper, or PATCH T (LTR) and PATCH II (LTR) on LTR paper.
- The scanner may not recognize the patchcodes if they are enlarged or reduced.
- 2 Insert the patchcode sheet in front of the document that you want to save as a separate file before placing the documents on the scanner.

Insert patchcode sheets in front of the documents you want to save as separate files.



On the [Others] tab of the ISIS driver properties, select [Patchcode] from the Batch Separation drop-down list.



**IMPORTANT** 

If the patchcode decoder is not installed, the [Patchcode] batch separation setting is not displayed.

- 4 Perform [Scan Batch to File].
- 5 Set the [Type of batch separation] setting to [Scan, Continue Scanning] or [Skip, Continue Scanning].
  - **Hint**
  - If [Scan, Continue Scanning] is selected or if the patchcode is PATCH II type, the patchcode sheet image is also saved and scanning continues.

 If [Skip, Continue Scanning] is selected and the PATCH T pattern is detected, the patchcode sheet image is not saved and scanning continues.

## **Handling Interruptions in Scanning**

If an error occurs during scanning, document feeding will be interrupted. This section describes how to handle such occurrences.

## **Checking the Error Message**

When document feeding is interrupted, an error message will appear on the display panel.

### When a paper jam is detected

### When a skewed document is detected

Skew Detected J018

## When a staple is detected

Staple Detected J001

## When a double feed is detected (Rapid Recovery System disabled)

D B L F e e d D 0 0 2

## When a double feed is detected (Rapid Recovery System enabled)

DBL Feed IGNORE [RETRY]

Refer to the following based on the error.

When a paper jam, slanted document, or staple is detected, see "Handling Paper Jams, Skewed Documents, and Staples" on p. 62. When a double feed is detected, see "Handling a Double Feed" on p. 64.

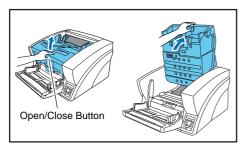
# Handling Paper Jams, Skewed Documents, and Staples

When a paper jam, skewed document, or staple is detected, remove any documents that remain in the eject tray or inside the scanner.



### **CAUTION**

- Remove documents that remain inside the scanner carefully. Your documents could be damaged or you could be injured by paper cuts.
- Remove documents that remain inside the scanner completely. Paper shreds remaining inside the scanner may cause future jams or damage.
- Remove any documents that remain in the eject tray.
- Press the Open/Close button and gently raise the upper unit.

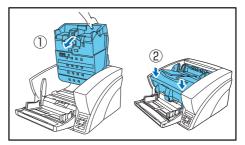




#### CAUTION

Be careful to avoid pinching your hands when opening and closing the upper unit.

- Remove any documents that remain inside the scanner.
  - **IMPORTANT**
  - If the document has stopped in the midst of ejecting to the eject tray, raise the upper unit only slightly to remove it.
  - If the document remains completely inside the scanner, open the upper unit as far as it will go to remove it.
- Close the upper unit slowly (1). Make sure that the upper unit is completely closed by pushing on both edges with both hands until you hear a click (2).



- Check to verify the last saved image, and perform rescanning.
  - IMPORTANT
  - Even if a document is ejected onto the eject tray, the scanned image of the document may not be saved. Before rescanning, always check the last saved image.

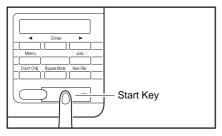
- Before rescanning, straighten documents that were detected as skewed.
- Before rescanning, remove any staples that were detected in documents.

### When "Press Start Key" Appears

When the Rapid Recovery System is enabled in the ISIS/TWAIN driver settings, scanning will pause with the paper jam, skewed document, or staple detected.

The following message appears on the display panel after you remove the documents from the scanner.

Place the document removed from inside the scanner in front of the other documents in the feed tray, and press the Start key to resume scanning.

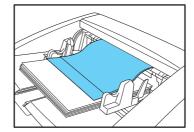


### **IMPORTANT**

- When you press the Start key, the image that was scanned when the paper jam, skewed document, or staple was detected will be discarded.
- Pressing the Stop key saves the images that were scanned before
  the paper jam, skewed document, or staple was detected, and
  ends the scan process. In such cases, start scanning again from
  the document that was scanned when the error was detected, or
  restart from the beginning.

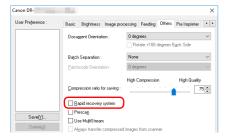
### **Handling a Double Feed**

When a double feed is detected while scanning, the document pages for which double feeding was detected are ejected at the eject outlet, an error message appears on the PC and on the display panel, and transport stops.



## IMPORTANT

When a double feed is detected, the following process occurs, and messages appear according to the Rapid Recovery System setting in the ISIS/TWAIN driver.



### When the Rapid Recovery System is Disabled

 When the Rapid Recovery System is disabled, images scanned before the double feed are saved as files, scanning finishes, and the following error message is displayed.

### When detecting double feeds by document length

#### When detecting double feeds ultrasonically

Return the document pages ejected as a result of double-feed detection to the top of the document stack yet to be scanned, and resume scanning.

### When the Rapid Recovery System is Enabled

 When the Rapid Recovery System is enabled, scanning pauses when a double feed is detected, and the following error message is displayed.

## 1 Check the rejected document page(s).

## Pint

- If attached paper, such as a label on the document page, appears to be the cause of the double-feed detection, ignore the detection.
- If two document pages were fed together, rescan the doublefed pages.

## 2 Press [◄] or [▶] to select [IGNORE] or [RETRY] and press the [Enter] key.

### [IGNORE]:

Saves the image of the page that was detected as a double feed, and resumes scanning.

### [RETRY]:

The display panel appears as below. Return the double-fed document pages to the tray and press the Start key.

Press Start Key

### **IMPORTANT**

- Press the Start key the erase the image that was being scanned when double feeding was detected, and resume scanning.
- Pressing the Stop key saves the images that were scanned before the double feed was detected to a file, and ends the scan process. In this case, restart scanning from the document page where the double feed occurred, or from the beginning.

#### When detecting double feeds by document length

### When detecting double feeds ultrasonically

## **About the Canon imageFORMULA Driver Setting Tool**

## What is Canon imageFORMULA Driver Setting Tool?

The Canon imageFORMULA Driver Setting Tool can be used to check the information of the scanner, or to configure the maintenance settings.

Canon imageFORMULA Driver Setting Tool consists of the following tabs.

### [Information] tab

You can check the farm's version information and scanner information.

### [Maintenance] tab

You can reset the counter of the roller, or carry out the shrinkage rate control.

### [Control] tab

You can carry out the control settings of hardware and drivers, and perform the read or write of the control settings.

From the configuration of the hardware, you can set the automatic power-off function.

### [Diagnostic] tab

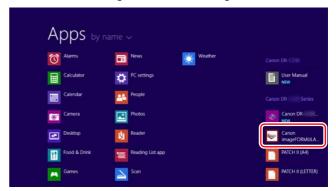
You can output or delete the log file.

# **Start-up of the Canon imageFORMULA Driver Setting Tool**

Click the Start button, then click [Canon DR-X10C Series] – [Canon imageFORMULA Driver Setting Tool], in that order. Canon imageFORMULA Driver Setting Tool will start.



In Windows 8.1, it is registered at the following location.



## **Other Functions**

## **Other Functions and Settings**

The following DR-X10C functions are grouped together as Other Functions. For details, refer to the indicated pages.

	Оре	Operation/Setting Method		
	Panel Operation	User Mode	ISIS/TWAIN	Applicable Page
SCSI Speed	-	V	_	p. 81
USB Short Packet	-	V	_	p. 81
Auto USB Power Switch	-	<b>V</b>	_	p. 33, p. 83
Imprinter (Optional)	-	_	~	p. 76, p. 132
Imprinter Test	-	<b>V</b>	_	p. 83, p. 110
Counter (Total Counter)	-	<b>V</b>	_	p. 83
Count (Roller Counter)	-	<b>V</b>	_	p. 83
Count-Only Mode	V	_	_	p. 71
Display Contrast	-	V	_	p. 81
Invalidate Key	V	_	_	p. 76
Cleaning Mode	-	<b>✓</b>	_	p. 87
Dust Detect Mode	-	V	_	p. 81
Skew-Detection Function (Always On)	-	_	_	p. 73
Deskew	-	_	V	p. 27
Double-Feed Detection	-	_	V	p. 72
Double-Feed Detection (Count-Only Mode)	-	~	-	p. 79
Double-Feed Retry	_	V	_	p. 79

	Operation/Setting Method			
	Panel Operation	User Mode	ISIS/TWAIN	Applicable Page
Staple Detection	-	-	V	p. 74
Staple Detection (Count-Only Mode)	-	V	_	p. 79
Staple Detection Level Setting	-	V	_	p. 74, p. 80
Stand-by Mode	-	V	_	p. 80
Auto Power OFF Mode	-	V	_	p. 80
Long-Document Mode	-	V	_	p. 36
Torque Control	-	V	_	p. 82
Tray Position	-	V	_	p. 39, p. 82
Selectable Background	-	_	V	p. 74
Folio Scan			V	p. 75
Buzzer (Beeper) Control	-	V	_	p. 79
Verify Scan	V	_	V	p. 72
Manual Feed Mode	-	V	_	p. 48, p. 80
Frame Detection Error Mode	-	V	_	p. 82
Thin Paper Feed Setting (Option)	-	V	_	p. 82



• The Operation/Setting Methods are as follows:

Panel Operation: The operation or setting is performed using the control panel keys.

User Mode: The scanner function setting is made as a User Mode selection.

ISIS/TWAIN: The function is an ISIS/TWAIN driver scanning setting.

CapturePerfect: The function can be set by the CapturePerfect 3.1 or other compatible application program.

e page count for the Verify Scan operation is entered using the control panel keys, and the operation is then executed by selecting	j Ve
unt from the ISIS/TWAIN driver.	

## **Function Description**

The Other Functions are described below. See "User Mode" on p. 77, for descriptions of the functions set from the User Mode.

### **Count-Only Mode**

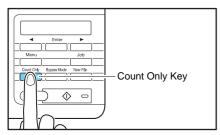
Counts the number of loaded document sheets by simply feeding them through the scanner.



The Count-Only mode is executed by the Count Only key on the control panel, and can be used to count document sheets even when no computer is connected.

Place the documents into the tray.

Press the Count Only key on the control panel.



The Count Only key lights blue when the Count-Only mode is enabled.

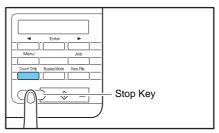


Press the Start key to start scanning and count the loaded document sheets.



## **IMPORTANT**

To reset the page counter, press and hold the Stop key for two seconds while the Count Only key is lit.



### **Verify Scan**

The scanner compares the document page count obtained from the Count-Only mode (or entered manually) with the actual count of document pages scanned, and an error message is displayed if the counts do not match.

### Setting the Count.

Ready 00000

## Hint

The document page count can be specified by using the count obtained from the Count-Only mode or by pressing the [◀] and [ ] keys to enter a number.

- Select Verify Count in the ISIS/TWAIN driver settings.
- Press the Start Key to start scanning. "Verifying..." is displayed.

Verifying... X X X X X

### Hint

If the specified count is exceeded while scanning, or if the scanned count does not reach the specified count when scanning is finished, an error is displayed.

### The specified count is exceeded while scanning

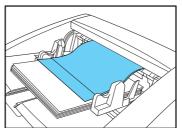
Count Mismatch U 0 0 1

### Scanning finishes without reaching the specified count

Count Mismatch U 0 0 2

### **Double-Feed Detection Function**

The scanner can detect double feeds. Two detection methods are used: comparison of document lengths, and ultrasonic detection of spacing between documents, which is set in the ISIS/TWAIN driver.



## IMPORTANT

- When a double feed is detected, documents already fed through the feed inlet are transported to the eject outlet, and operation stops.
- The message that appears when a double feed is detected depends on the Rapid Recovery System setting specified in the ISIS/TWAIN driver. See "When the Rapid Recovery System is Enabled" on p. 65 for details.



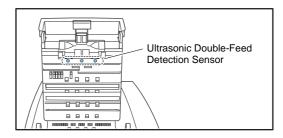
 Double feed detection in the Count-Only mode is set in the User Mode, and double feeds are detected ultrasonically. (See "Double-Feed Control Setting" on p. 79.)

#### **Detecting Double Feeds by Document Length**

This detection method is effective when scanning documents with pages of the same size. The length of the first page scanned serves as a standard for comparing subsequent pages, and when a page is detected to be approximately two inches (50 mm) longer or shorter than the standard, a double feed is detected and document transport is stopped.

#### **Ultrasonic Double-Feed Detection**

This detection method is effective when scanning documents with pages of different sizes. The space between overlapping pages is detected ultrasonically, and document transport stops when a double feed is detected.



## IMPORTANT

- Ultrasonic double-feed detection works only when the document pages overlap by at least two inches (50 mm).
- If documents stick together due to static electricity, Ultrasonic Double-Feed Detection may not function correctly.
- If the presence of adhesive notes or labels on pages is detected as a double feed and you do not want to remove them for scanning, a non-detection zone can be specified in the ISIS/TWAIN driver settings.

#### **Double-Feed Retry**

When a double feed is detected with Ultrasonic double-feed detection, this function transports the double fed pages back to the feeder inlet and tries scanning again. You can set this function from the User Mode. (See "Double-Feed Retry Setting" on p. 79.)

#### **Skew Detection Function**

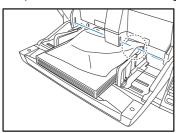
If a long document page becomes skewed as it is fed, the page may press against the edge of the feed inlet or transport path and be damaged. When the scanner detects that a skewed page is contacting the edge of the transport path, an error message is displayed and transport stops.

## **IMPORTANT**

- A page that becomes skewed while it is fed is only detected by the sensors as skewed if it contacts the edge of the transport path during scanning.
- Note that the ISIS/TWAIN driver has a Deskew function that can detect a skewed document from the scanned image, and straighten it.

## **Staple Detection Function**

When sensors at both sides of the feed inlet detect the bent corner of a stapled document, an error message appears and feeding stops.



Staple Detected J001

## IMPORTANT

- Staple detection detects the bent corner that occurs when one of the four corners of a document has been stapled.
- Staple detection may not operate properly in the following cases where bending does not occur in documents.
- The document is stapled at two or more corners.
- The document is size smaller than STMT/A5.
- The position of the left or right document guide has been changed, and the document has been shifted to the left or right side. (See "Adjusting the Document Guides" on p. 42.)
- Be careful to keep the staple detection window glass clean, and wipe the glass if dust is present.

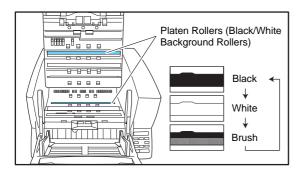
## Hint

- Staple detection is controlled in the ISIS/TWAIN driver, and the detection level can be set in the User Mode. (See "Staple Detection Level Setting" on p. 80.)
- Staple detection for the Count-Only mode can be set in the User Mode. (See "Staple Detection Setting" on p. 79.)

## **Selectable Background**

You can specify whether the background behind the scanned image is black or white.

The background is changed by rotating the platen rollers to expose either the black or white part of the rollers, according to the selection specified in the ISIS/TWAIN driver.

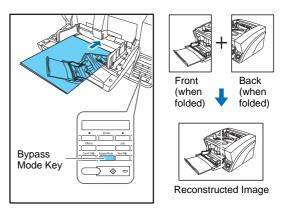


## IMPORTANT

Image processing performance depends on the selected background (black or white).

#### **Folio Scan**

Use Folio Scan to scan very large documents (up to  $22" \times 34"/A1$  size) by folding each document sheet and scanning the front and back. The resulting images are then recombined to reconstruct an image of the entire page.



## IMPORTANT

- Folio scanning requires that you feed each page manually (The Bypass Mode key is lit).
- Fold each page with a sharp, straight crease. Otherwise, the paper may jam or the image may be misaligned.
- Seam artifacts may appear in the reconstructed image because of the crease line or differences in the loading position of each side.
- The scan image of the front side becomes the left half of the reconstructed image.
- $\bullet$  The maximum document size for Folio Scan is 22"  $\times$  34"/A1.
- $\bullet$  22"  $\times$  34"/A1 document pages should be folded lengthwise and scanned with the following settings:

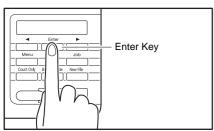
Scanner: Long Document Mode [ON1]

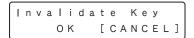
Page Size: Auto-Detection

• Some scanning mode and resolution settings may produce incomplete page images. In this case, try decreasing the resolution or, if scanning in color mode, switch to black and white.

## Locking the Keys (Invalidate Key Function)

Press and hold the [Enter] key for approximately 5 seconds to display the Invalidate Key setting.





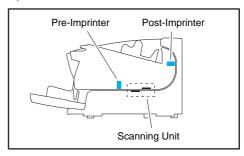
Press the [◀] key to select [OK], and press [Enter] to disable the keys.

## IMPORTANT

- To unlock the keys, press and hold the [Enter] key again for approximately 5 seconds, or turn the scanner OFF and back ON.
- After turning the scanner OFF, wait at least 10 seconds before turning it back ON.

## **Imprinter (Optional)**

The scanner imprinter options consist of the Pre-Imprinter, which prints a text string on document pages before scanning them, and the Post-Imprinter, which prints a text string on document pages after scanning them. For details, contact your dealer or service representative.





- The text to print and the printing position can be specified in the ISIS/TWAIN driver.
- Even if the post-imprinter is not installed, you can add a specified text string onto scanned images.

## **User Mode**

The User Mode provides the user with the capability to change certain scanner functions.

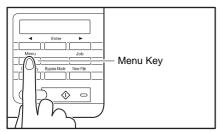
## **User Mode Operating Procedure**

User Mode operations are controlled by the following procedure.



Operating procedures differ according to User Mode function. For details, refer to the indicated pages.

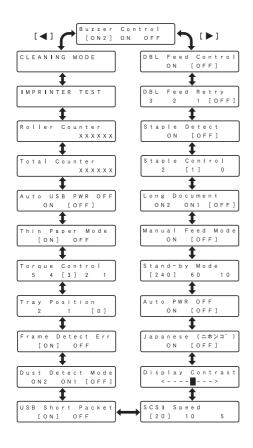
Press the Menu key on the control panel.



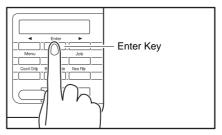
The User Mode is activated.

Buzzer Control [ON2] ON1 OFF Press the [◀] and [▶] keys to select the User Mode function.

The User Mode functions are displayed in the following sequence.



**3** Press [Enter].



The current setting is indicated by blinking square brackets [].

Long Document
ON2 ON1 [OFF]

Press the [◀] or [▶] key to select [ON] or [OFF], and press [Enter] to accept the selection.

Long Document
ON2 [ON1] OFF

## **User Mode Functions**

The following functions are available in the User Mode.

## **Buzzer (Beeper) Control Setting**

Buzzer Control
[ON2] ON1 OFF

The beeper ("buzzer") sounds when you press the control panel keys and when a scanning error occurs.

**ON2:** The beeper sounds when a scanner error occurs.

**ON1:** The beeper sounds when a scanner error occurs, and when a control panel key is pressed.

**OFF:** The beeper never sounds.

## **Double-Feed Control Setting**

DBL Feed Control
ON [OFF]

Select whether double-feed detection is enabled when the Count-Only mode is enabled. If you set DFD Control to [ON], double feeds are detected during feeding in the Count-Only mode. (See "Double-Feed Detection Function" on p. 72.)

## **Double-Feed Retry Setting**

DBL Feed Retry
3 2 1 [OFF]

When a double feed is detected with Ultrasonic double-feed detection, the Double-Feed Retry function transports the double fed pages back to the feeder inlet and tries scanning again.

## **IMPORTANT**

- You can specify the number of times to retry. When double feeding continues to be detected after retrying the specified number of times, an error message is displayed and scanning stops after the document is ejected at the eject outlet.
- Pre-imprinter printing is only available when the scanner's Double-Feed Retry function is set to OFF.

## **Staple Detection Setting**

Staple Detect
ON [OFF]

Select whether staple detection is enabled when the Count-Only mode is enabled. (See "Staple Detection Function" on p. 74.)

ON: Detects staples in the Count-Only mode.

**OFF:** Does not detect staples in the Count-Only mode.

## **Staple Detection Level Setting**

Stapl	e Con	trol
2	[ 1 ]	0

Sets the staple detection sensitivity level.

[1] is the default setting, [2] provides higher sensitivity, and [0] provides lower sensitivity.

## **Long Document Mode Setting**

```
Long Document
        ON1 [OFF]
  O N 2
```

You can enable this mode to detect and scan document pages up to 118.1" (3 m) long when the Auto Detection page size setting is selected. (See "Long Document Mode Setting" on p. 36.)

**ON2:** Automatically detects page sizes when scanning documents up to 118.11" (3 m) long.

**ON1:** Automatically detects page sizes when scanning documents up to 39.37" (1 m) long.

**OFF:** Automatically detects page sizes when scanning documents up to 17.01" (432 mm) long.



Feeding a document longer the maximum detectable page size for Auto Detection causes a paper jam indication, and transport stops.

## **Continuous Manual Feeding Mode Setting**

```
Manual
        Feed Mode
         [OFF]
    ON
```

This mode disables automatic feeding by the pickup roller, so that the loaded document stack must be fed by hand one sheet at a time by the operator. (See "Continuous Manual Feeding Mode" on p. 48.)

**ON:** The pickup roller is disabled.

**OFF:** Documents are fed by the pickup roller.

## Stand-by Mode Setting

Selects the amount of time (240, 60 or 10 minutes) from when the scanner is last used to when the Stand-by mode is activated.

## **Auto Power OFF Mode Setting**

Sets the Auto Power OFF function. When this setting is set to [ON], the scanner will turn OFF automatically if no operations are performed for 4 hours.

ON: Enables the Auto Power OFF function.

**OFF:** Disables the Auto Power OFF function.

## **Display Language Setting**

Japanese (ニホンコ゛) ON [OFF]

Selects Japanese or English for the language to display on the control panel.

**ON:** Japanese display panel **OFF:** English display panel

## **Display Contrast Adjustment**

Display Contrast <----

Use to adjust display panel contrast.

## **SCSI Speed Setting**

SCSI Speed [20] 10 5

Selects the scanner's SCSI transfer speed.

If the scanner does not operate normally with the default [20] (20 MBytes/s) speed, change this setting to reduce the speed to [10] (10 MBytes/s) or [5] (MBytes/s).

## **USB Short Packet Setting**

USB Short Packet

If the scanner does not operate normally when using the USB interface, change this setting to [OFF].

## **Dust Detect Mode Setting**

Dust Detect Mode
ON2 ON1 [OFF]

If dust is detected on the scanner glass when scanning starts, the sensor position is moved forward or backward to avoid vertical streaks caused by the dust on the scanned image.

**ON2:** Displays an error message and stops scanning. (scanning disabled)

ON: Normal display alternates with error message. (scanning enabled)

OFF: Dust detection is disabled.

IMPORTANT

When the dust detection error message is displayed (either continuously or alternating with the normal display), clean the scanning glass.

## **Frame Detection Error Mode Setting**

Frame Detect Err

If set to ON, an error message is displayed when the correct paper size of the image cannot be detected.

If detection fails, the sensor may have failed.

## IMPORTANT

- When the error message is displayed, clean both the sensor glass and the reading glass. (See "Cleaning the Glass" on p. 89.)
- If an image cannot be scanned normally after the glass has been cleaned, the glass may have been scratched. In such a case, contact the sales dealer or request a servicing.

## **Tray Position Setting**

Tray Position
2 1 [0]

The document tray should be set to match the number of document sheets to be loaded (100, 300, or 500 sheets). (See "Preparing the Document Feed Tray" on p. 39.)

0: Up to 500 sheets (default setting)

1: Up to 300 sheets

2: Up to 100 sheets

## **Separation Torque Setting**

Torque Control
5 4 [3] 2 1

This setting adjusts the torque (force of rotation) of the retard roller when the scanner's capability of separating document pages has degraded due to roller wear, or when feeding materials that do not feed easily, such as thin paper.

The default setting is [3]. To increase torque when scanning thick paper or documents that do not transport easily, set Torque Control to [4] or [5].

To reduce the torque for scanning thin paper, set Torque Control to [1] or [2].

## **Thin Paper Feed Setting**

Thin Paper Mode
[ON] OFF

Appears when the optional Thin Paper Kit for DR-X10C is installed. If set to [ON], document sheets that are thinner than normal can be used. To fully utilize the functions of the Thin Paper Kit for DR-X10C, set this to [ON]. (See "Thin Paper Kit for DR-X10C Specifications" on p. 129.)

For details about the Thin Paper Kit for DR-X10C, contact your local authorized Canon dealer or service representative.

## **Auto USB Power Switch Setting**

Auto USB PWR OFF
ON [OFF]

When this setting is set to [ON], and a USB cable is connected, the scanner is turned ON and OFF by the computer's power switch. (See "About the Power Switch" on p. 33.)

ON: The scanner automatically turns ON and OFF when the computer is turned ON and OFF.

**OFF:** The scanner's power state is not affected by the computer's power state.

#### **Total Counter**

Total Counter XXXXX

Displays the lifetime total number of document pages fed by the scanner.

#### **Roller Counter**

Roller Counter XXXXX

Displays the number of document pages fed since roller installation or replacement (pickup, feed, and retard rollers). Make sure to reset this counter when replacing the rollers. (See "Checking and Resetting the Page Counter" on p. 100.)

## **Imprinter Test**

Imprinter Test
OK [CANCEL]

When the optional imprinter is installed, this function executes a test printing of the imprinter. (See "Performing an Imprinter Test" on p. 110.)

## **Cleaning Mode**

Cleaning Mode

This function executes roller cleaning using a cleaning sheet. (See "Cleaning Rollers with a Cleaning Sheet" on p. 86.)

## **Maintenance**

## **Regular Maintenance**

To maintain scanning quality, routinely clean the scanner as described below.



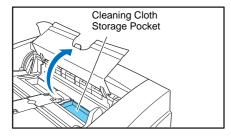
#### CAUTION

- Do not use spray cleaners to clean the scanner. Precision mechanisms may get wet and malfunction.
- Never use paint thinner, alcohol, or other organic solvents to clean the scanner. Such solvents may deform or discolor the exterior of the scanner, and cause other damage.
- When opening and closing the upper unit, be careful not to get you fingers caught, as this may result in personal injury.

## **Cleaning the Scanner**

## **About the Cleaning Cloth**

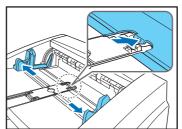
Use the cleaning cloth supplied with the scanner to clean its interior. When not using the cleaning cloth, store it in the pocket inside the imprinter's cover.





#### **IMPORTANT**

• To open the imprinter cover, adjust the Document Feed Guides outward and press the tab (indicated by the arrow in the illustration) to unlock the cover. When closing the cover, press the same tab with your finger to lock it.

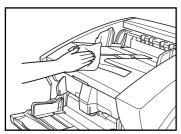


• When closing the imprinter cover, make sure that it is locked so that will not open unexpectedly. An error message appears on the display panel if the imprinter cover is open.

Cover Open C009

## **Cleaning the Scanner Exterior**

To clean the outside of the scanner, use a cloth dampened with water or mild detergent solution. Wring out the cloth thoroughly, and use a clean dry cloth to wipe the scanner dry.



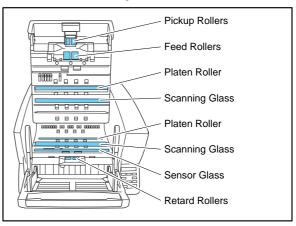
## Cleaning the Document Feed Inlet and Transport Path

Dust or paper particles in the document feed inlet or inside the scanner can cause spots to appear in scanned images. Use compressed air to periodically clean dust and paper particles from the inlet and the inside of the scanner. After completing large scanning jobs, turn OFF the scanner and clean out any paper particles.

## **Cleaning the Glass and Rollers**

If scanned images contain spots or documents become dirty after scanning, the scanning glass or transport rollers inside the scanner may be dirty.

The locations of the main glass and rollers are as follows.



For instructions on cleaning the glass and rollers, refer to the following pages.

- Scanning Glass and Sensor Glass (See "Cleaning the Glass" on p. 89)
- Platen Rollers (See "Cleaning the Platen Rollers" on p. 90)
- Pickup and Feed Rollers (See "Cleaning the Pickup and Feed Rollers" on p. 92)
- Retard Roller (See "Cleaning the Retard Roller" on p. 96)

Rollers other than those described above are cleaned by using the Cleaning Mode of the User Mode, using a cleaning sheet. (See "Cleaning Rollers with a Cleaning Sheet" on p. 86.)

## **Opening and Closing the Upper Unit**

To clean the inside of the scanner, carefully follow this procedure to open and close the upper unit.

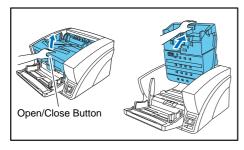


#### **CAUTION**

When opening and closing the upper unit, be careful not to get your fingers caught, as this may result in personal injury.

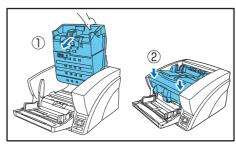
## **Opening the Upper Unit**

Press the Open/Close button and carefully raise the upper unit until it stops.



## **Closing the Upper Unit**

Carefully lower the upper unit (1). Press down on both sides of the upper unit to ensure that it is closed securely.(2)





#### | Hint

An error message appears on the display panel if the upper unit is open (raised).

Cover Open C 0 0 1

## **Cleaning Rollers with a Cleaning Sheet**

Rollers in the transport path are cleaned using the Cleaning Mode of the User Mode, using a cleaning sheet.

Pint Hint

 Each cleaning sheet is used several times to clean one side of the rollers.

 Cleaning sheets can be purchased as consumables. For details, contact your local authorized Canon dealer or service representative.

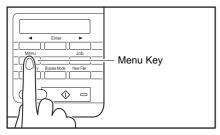
Product Name: Cleaning Sheets (package of 30)

Product Code: 2418B002

## **Performing the Cleaning Mode**

Use the following procedure to perform roller cleaning using the Cleaning Mode.

Press the Menu key on the control panel.



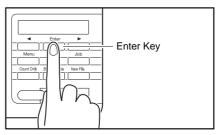
The User Mode is activated.

Buzzer Control
[ON2] ON1 OFF

Press the [◀] key once to display "Cleaning Mode".

Cleaning Mode

Press [Enter].

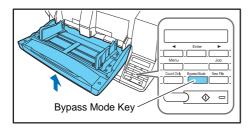


The Cleaning Mode is enabled.

Cleaning Mode OK [CANCEL]

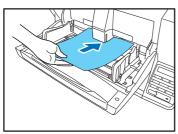
Press the [◀] key to select [OK], and press [Enter].

The [Bypass Mode] key lights and the Document Feed Tray rises as the scanner enters the waiting state.



Insert the Sheet

- Peel the liner from a cleaning sheet.
- Insert the cleaning sheet adhesive-side up into the feed inlet.



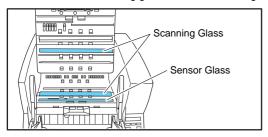
The cleaning sheet feeds through the scanner, and the Cleaning Mode exits.

Cleaning Mode

- Inspect the cleaning sheet for dust.
- Repeat steps 3 to 6 several times using the same cleaning sheet to clean the same side of the rollers.
- Prepare a new cleaning sheet, and clean the other side in the same way.
  - **IMPORTANT**
  - When placing the adhesive side down, make sure to support the cleaning sheet while inserting it into the feed inlet so that it does not touch the Document Feed Tray.
  - Dust that is not removed by the cleaning sheet should be wiped off with a moistened and thoroughly wrung-out cloth.

## **Cleaning the Glass**

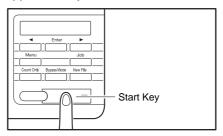
The scanner has two types of glass: the sensor glass for document detection, and the scanning glass for actual scanning.



- Pint Hint
- The appearance of extraneous spots or streaks in scanned images may indicate a dirty scanning glass.
- To clean the scanning glass, turn ON the lamp beneath the glass so that any dust can be easily seen and wiped away.
- **IMPORTANT**

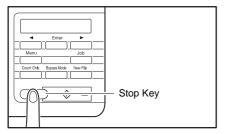
Scratches on the scanning glass may cause spots or streaks on scanned images, as well as feeding errors. If you find a scratch on the scanning glass, contact your local authorized Canon dealer or service representative to have the glass replaced.

- 1 Carefully raise the upper unit until it stops.
- Press and hold the Start key on the control panel for approximately two seconds.

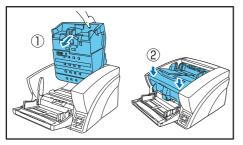


The lamp beneath the scanning glass lights.

- 3 Wipe any dust off the scanning glass with a clean, dry cloth.
- 4 Press the Stop key to turn off the lamp.



Carefully lower the upper unit (1). Press down on both sides of the upper unit to ensure that it is securely closed.
(2)



## **Cleaning the Platen Rollers**

The platen rollers are located near the upper and lower sides of the scanning glass to brush away dust as the rollers turn before scanning, and to provide the selected background (white or black) for document images.

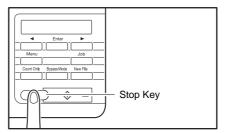
Clean the platen rollers periodically using the following procedure.



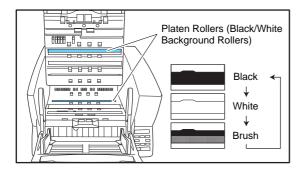
#### Hint

The platen rollers are cleaned by wiping while rotating the rollers in three stages.

- 1 Carefully raise the upper unit until it stops.
- Press and hold the Stop key on the control panel for approximately seconds.

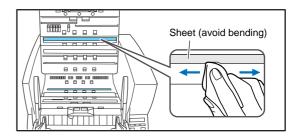


Each time you press the Stop key, the upper and lower platen rollers rotate in the following order: black → white → brush.



- IMPORTANT
- Be careful not to touch the platen roller while it is turning.
- Always use the Stop key to turn the platen roller. Attempting to turn the roller by hand may cause damage.
- 3 Clean the black and white surfaces of the rollers by wiping horizontally with a moistened, wrung-out cloth.
  - IMPORTANT

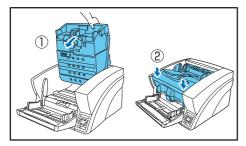
When cleaning, be careful not to bend the sheet over the roller. The location of the sheet for the lower platen roller is in front of the roller.



- 4 Use a soft object such as a cotton swab to remove any dust adhering to the brushes, and any dust that may have fallen from them.
  - IMPORTANT

Be careful not to bend the brush bristles when cleaning. If the bristles are bent, their cleaning ability is degraded.

Carefully lower the upper unit (1). Press down on both sides of the upper unit to ensure that it is securely closed. (2)



## **Cleaning the Pickup and Feed Rollers**

Use the following procedure to remove and reinstall the pickup and feed rollers during cleaning or replacement.

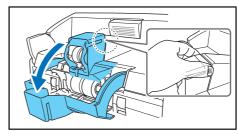


#### CAUTION

Do not use excessive force when removing or reinstalling the rollers. Doing so may damage the rollers, resulting in feed errors.

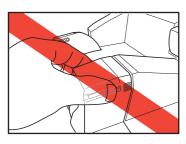
## Removing and Cleaning the Pickup and Feed Rollers

- 1 Carefully raise the upper unit until it stops.
- 2 Lift the roller cover and pull out and downwards.

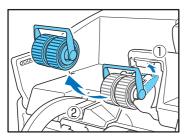


## IMPORTANT

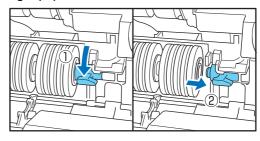
When opening and closing the roller cover, be careful not to touch the glass (staple detection window). If the glass gets dirty, staple detection accuracy is degraded.



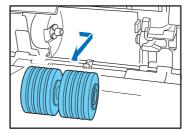
3 Lift the pickup roller mounting lever, and remove the roller.



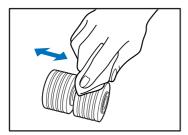
Pull the feed roller lock lever down (1) and move it to the right (2) to unlock the feed roller.



5 Remove the feed roller.

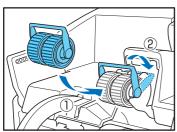


Use a moistened, well wrung-out cloth to wipe off any dust from the rollers.

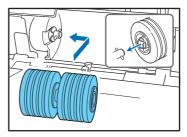


## **Reinstalling Pickup and Feed Rollers**

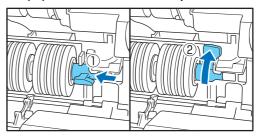
Set the pickup roller (1) in place and push the mounting lever (2) back to secure it.



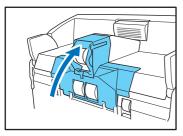
2 Align the notches in the shaft of the feed roller with the pins on the shaft in the scanner, and place the feed roller into position.



Push the feed roller lock lever up (1) and move it to the left (2) to lock the feed roller in place.

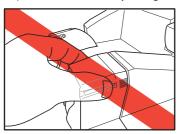


## 4 Push the roller cover up until it clicks into place.

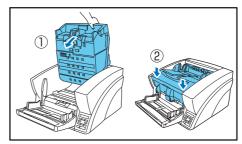


## **IMPORTANT**

When opening and closing the roller cover, be careful not to touch the glass (staple detection window). If the glass gets dirty, staple detection accuracy is degraded.



# Carefully lower the upper unit (①). Press down on both sides of the upper unit to ensure that it is securely closed.(②)



## **Cleaning the Retard Roller**

Use the following procedure to remove and reinstall the retard roller during cleaning or replacement.

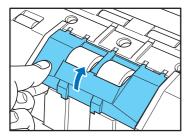


#### CAUTION

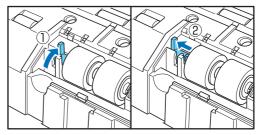
Do not use excessive force when removing or reinstalling the retard roller. Doing so could damage the roller, resulting in feed errors.

## **Removing and Cleaning the Retard Roller**

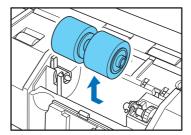
- Carefully raise the upper unit until it stops.
- 2 Grasp the roller cover with your fingers, and pull it up to remove it.



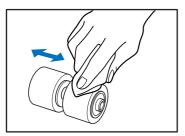
Push the roller lock lever up (1) and move it to the left (2) to unlock the roller.



4 Remove the retard roller.

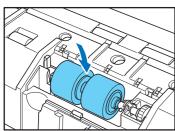


5 Use a moistened, well wrung-out cloth to wipe off any dirt from the roller.

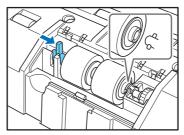


## **Reinstalling the Retard Roller**

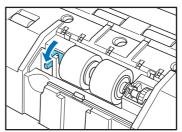
1 Set the retard roller into place in the scanner.



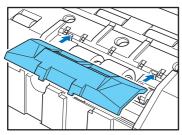
Align the notches in the roller with the shaft pins in the scanner, then slide the roller lock lever in the direction indicated by the arrow.



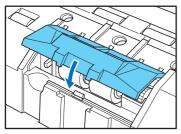
3 Pull the roller lock lever down to lock the retard roller in place.



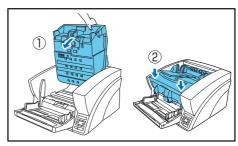
4 Replace the roller cover.



Push the front of the roller cover in until it clicks into place.



6 Carefully lower the upper unit (1). Press down on both sides of the upper unit to ensure that it is securely closed.(2)



## **Replacing the Transport Rollers**

As the rollers start to wear out, feeding quality declines, and document feed errors, such as paper jams, become more likely.

If document feed errors continue to occur after cleaning the rollers, purchase the Roller Replacement Kit and replace the transport rollers (pickup, feed, and retard rollers).

## **Roller Replacement Cycle**

The feeding rollers are consumables that must be replaced after feeding about every 500,000 pages.

When the rollers have fed more than 500,000 pages, a roller replacement message appears on the display panel whenever the scanner is turned ON. When the scanner is configured to reboot with the computer, a roller replacement message also appears on the computer screen.

Replace Roller

## IMPORTANT

- When the roller replacement message appears, purchase the Roller Replacement Kit and replace the rollers by following the relevant steps in the cleaning procedures.
  - (See "Cleaning the Pickup and Feed Rollers" on p. 92.)
  - (See "Cleaning the Retard Roller" on p. 96.)
- When the rollers start to wear out, problems such as paper jams and document misfeeds may occur more frequently. If this happens, replace the rollers, regardless of the page count of the roller usage counter.

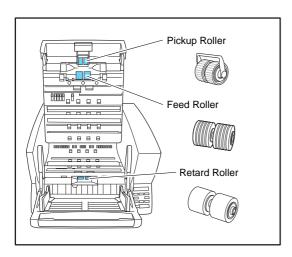
- Messages on the display panel can be cleared by pressing the Stop key. However, the messages will continue to be displayed each time the scanner is turned ON until the roller counter is reset.
- Make sure to reset the roller counter when replacing the rollers.
   (See "Checking and Resetting the Page Counter" on p. 100.)

## **Roller Replacement Kit**

The Roller Replacement Kit consists of replacement pickup, feed, and retard rollers. For details, contact your local authorized Canon dealer or service representative.

**Product Name: Roller Replacement Kit** 

Product Code: 2418B001



## **IMPORTANT**

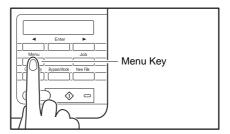
If you replace the transport rollers after installing the optional Thin Paper Kit for DR-X10C, you need to use the Exchange Roller for DR-X10C Thin Paper Kit (Product Code: 2418B013).

Before replacing the transport rollers, check the options that are being used.

## **Checking and Resetting the Page Counter**

The roller usage counter can be checked and reset using the Roller Counter User Mode setting.

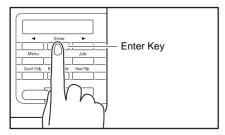
- IMPORTANT
- This counter shows the number of pages transported by the currently installed feed rollers. Make sure to reset the counter when you replace the rollers.
- The Total Counter shows the total number of pages fed over the life of the scanner, and cannot be reset.
- 1 Press the Menu key on the control panel to activate the User Mode.



Press the [◀] key twice to display [Roller Counter].

Roller Counter 501029

## Check the number of pages fed by the rollers, and press [Enter].



The counter reset mode is activated.

Roller Counter RESET [CANCEL]

Press the [◀] key to select [RESET], and press [Enter].
The counter is reset to zero.



Press the [Stop] key to exit the User Mode.

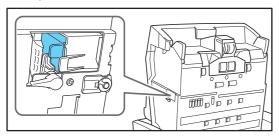
## **Imprinter Ink Cartridge Replacement and Cleaning**

When the optional imprinter is used, printing will become faint or nonexistent when the ink is depleted. It is recommended to keep a spare ink cartridge on hand.

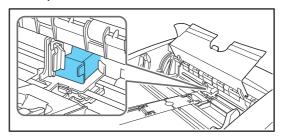
## **About the Imprinter**

There are two types of imprinter: the Pre-imprinter, which prints on documents before scanning them, and the Post-imprinter, which prints on document after scanning them. The corresponding ink cartridges are installed in the following locations.

#### Pre Imprinter



#### Post Imprinter



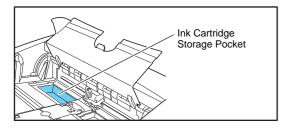
## **Preparing an Ink Cartridge**

Use the following HP ink cartridges. For details, contact your local authorized Canon dealer or service representative.

Product Name: Ink Cartridge (Blue)
Product Code: 3693A002 (C6602B)
Product Name: Ink Cartridge (Red)
Product Code: 3693A003 (C6602R)
Product Name: Ink Cartridge (Green)
Product Code: 3693A004 (C6602G)



 Spare ink cartridges can be stored in their wrappers inside the postimprinter cover.



• To avoid ink leakage, store spare ink cartridges inside their sealed wrappers.

## **Replacing Ink Cartridges**

Replace the ink cartridge using the following procedure.

**IMPORTANT** 

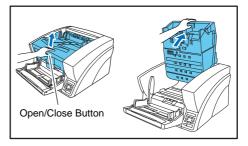
After replacing an ink cartridge, run a test print to confirm proper printing. (See "Imprinter Testing" on p. 110.)

## Replacing the Ink Cartridge (Pre-Imprinter)

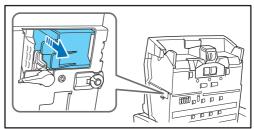
IMPORTANT

When the upper unit is raised, the pre-imprinter carriage moves to the ink cartridge replacement position. Therefore, the scanner must be ON when replacing the pre-imprinter ink cartridge.

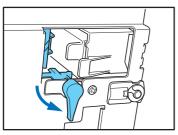
1 Press the Open/Close button and carefully raise the upper unit until it stops.



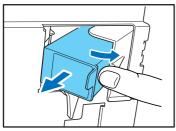
The carriage moves to the replacement position.



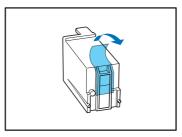
Turn the lock lever downwards.



Open the carriage and remove the ink cartridge.



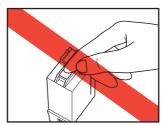
Peel off the seal covering the nozzles of a new ink cartridge.



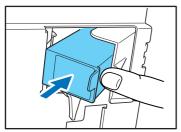


## **CAUTION**

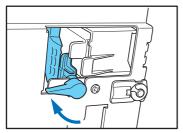
Peel off the seal covering the nozzles of a cartridge only if you are going to use it immediately. Also, avoid touching the metal contacts or nozzles of the ink cartridge.



## **5** Open the carriage and insert a new ink cartridge.



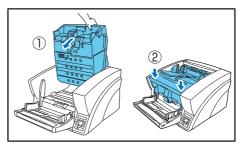
## Turn the lock lever upwards to secure the ink cartridge.



## IMPORTANT

 If the carriage is closed before the lock lever is raised, it will not be possible to turn the lock lever. In this case, close and reopen the upper unit to return the carriage to its replacement position. • If the ink cartridge is not secured by the lock lever, "Check Imprinter: H008" appears on the display panel when the upper unit is closed. In this case, open the upper unit and turn the lock lever to secure the ink cartridge.

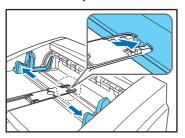
# 7 Carefully lower the upper unit (1). Press down on both sides of the upper unit to ensure that it is securely closed (2).



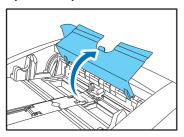
## Replacing the Ink Cartridge (Post-Imprinter)

Replace the Post-imprinter ink cartridge using the following procedure.

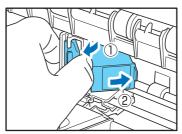
- 1 Adjust the document feed guides outward to allow access to the imprinter cover.
- Press the imprinter cover tab (indicated by the arrow in the illustration) to unlock it.



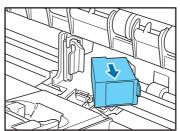
Open the imprinter cover.



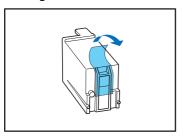
4 Pull the lock lever outward (1) to release the ink cartridge lock (2).



Remove the ink cartridge.

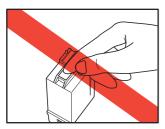


### Peel off the seal covering the nozzles of a new ink cartridge.

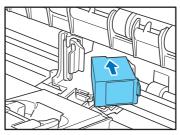


## **CAUTION**

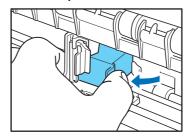
Peel off the seal covering the nozzles of a cartridge only if you are going to use it immediately. Also, avoid touching the metal contacts or nozzles of the ink cartridge.



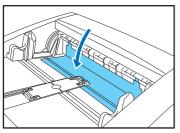
## Install the new cartridge with the nozzles facing to the right.



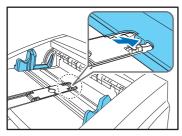
## 8 Push the ink cartridge as indicated by the arrow until it clicks into place.



## Carefully close the imprinter cover.



## 10 Press down on the tab of the imprinter cover (as indicated by the arrow in the illustration) to lock it.



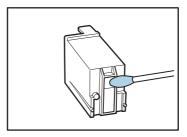
## IMPORTANT

When closing the imprinter cover, make sure that it is locked so that it will not open unexpectedly. An error message appears on the display panel if the imprinter cover is open.



## **Cleaning the Print Heads**

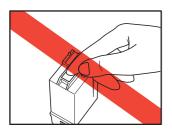
If the imprinter print head nozzles are dirty, printing may become streaked or spotty. To prevent this, periodically remove the ink cartridge and clean the print head with a soft, dry cloth or cotton swab.





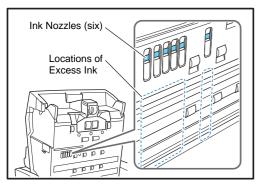
### CAUTION

Do not touch the metal contacts on the ink cartridge. Doing so may cause poor connections, resulting in poor print quality.



# **Cleaning Out Excess Ink (Pre-Imprinter)**

When using the pre-imprinter, document pages are transported while the ink is still wet, so the platen roller and scanning glass will pick up ink, eventually resulting in streaks in images or soiled documents. Therefore, when using the pre-imprinter, regularly wipe any ink from the rollers and scanning glass with a moistened and well wrung-out cloth.



### IMPORTANT

If excess ink is not removed, streaks will appear in images, and documents will be soiled. Clean up excess ink carefully and regularly.

- When scanning many documents daily, clean after approximately every 10,000 pages.
- In any case, we recommend cleaning at least once at the end of each day.

# **Imprinter Testing**

After replacing an ink cartridge or cleaning the print head, perform a test print to confirm proper printing. Test printing is performed by the "Imprinter Test" User Mode selection.

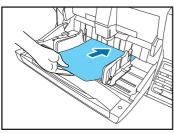
# **IMPORTANT**

Before performing an Imprinter Test, load a sheet of paper into the Document Feed Tray.

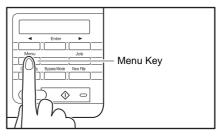
### **Performing an Imprinter Test**

Use the following procedure to execute the Imprinter Test.

Load a sheet of paper into the Document Feed Tray for test printing.



Press the Menu key on the control panel.



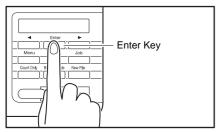
The User Mode is activated.

Buzzer Control
[ON2] ON1 OFF

Press the [◀] key twice to display "Imprinter Test".

Imprinter Test

# 4 Press [Enter].



The Imprinter Test is enabled.

Imprinter Test
OK [CANCEL]

# Press the [◄] key to select [OK], and press [Enter]. The test print is executed.

Canon Post-Imprint Test

# **!** IMPORTANT

If no paper is loaded for test printing, the imprinter test finishes without printing.

6 Press the [Stop] key to exit the User Mode.

# **Practical Examples**

# **Messages**

There are two types of display panel messages: "status indicator messages" and "error messages" that appear when the scanner encounters a problem.

# **Status Display**

The following messages appear on the display panel to indicate the scanner's operating state:

● Counting...

Status: Operating in Count-Only mode.

● Insert the Sheet

**Status:** In the Cleaning Mode, waiting for the cleaning sheet to be inserted.

Press Start Key

Status: Waiting. Load a document and press the Start key.

#### Ready

Status: The scanner is ready to use.

Scanning...

Status: Scanning is in progress.

Sleeping...

**Status:** The scanner is entering the Sleep mode. Press any key to recover.

Wait...

Wait...

**Status:** The scanner is busy processing. Wait until the display changes.

Verifying...

Status: The scanner is verifying a scan.

Replace Roller

**Status:** It is time to replace the rollers (the number of fed pages has exceeded 500,000). (See "Roller Replacement Cycle" on p. 99.)

# **Error Messages**

When one of the following messages appears on the display panel, an error has occurred in the scanner. Follow the indicated procedure to resolve the error.

# **Check Imprinter**

Error Code: H001

**Problem:** No ink cartridge is installed in the post-imprinter.

Solution: Install an ink cartridge.

Error Code: H008

**Problem:** No ink cartridge is installed in the pre-imprinter. Or the pre-imprinter ink cartridge is not secured.

**Solution:** Install the ink cartridge and turn the lock lever upwards to secure the ink cartridge. (See p. 105.)

## **Cover Open**

Error Code: C001

Problem: The scanner's upper unit is open.

**Solution:** Close (lower) the upper unit. (See p. 86.)

Error Code: C009

**Problem:** The imprinter cover is open.

**Solution:** Close the imprinter cover. (See p. 84 and p. 108.)

#### **Jam**

**Error Code: Pxxx** 

Problem: Paper has jammed.

Solution: Open the upper unit and remove the jammed paper. (See

p. 62.)



The displayed error code indicates the location of the paper jam.

#### **Dust Detected**

Dust Detected
J050

Error Code: J050

Problem: Dust detected on the scanning glass could not be avoided.

Solution: Clean the scanning glass. (See p. 89.)

# **Dust Detected (appears alternately with normal display)**

Dust Detected XXXXX

**Problem:** Dust was detected and scanning proceeds.

Solution: When scanning finishes, clean the scanning glass.

#### **Call for Service**

Call for Service E000

Error Code: Exxx (excluding E021)

Problem: Internal scanner error.

**Solution:** Turn the power OFF, and restart the scanner. If this does not solve the problem, make a note of the error code, and contact your

Canon service representative.

#### **Skew Detected**

Skew Detected
J018

Error Code: J018

Problem: A skewed document page contacted the wall of the

transport path.

**Solution:** Remove and reposition the document page. (See p. 62.)

#### **Double Feed**

DBL Feed
D004

Error Code: D002

**Problem:** A double feed was detected by the document length. **Solution:** Remove the double fed document page(s) from the eject outlet, return them to the Document Feed Tray, and scan again. (See p. 64.)

Error Code: D004

**Problem:** A double feed was detected ultrasonically.

**Solution:** Remove the double fed document page(s) from the eject outlet, return them to the Document Feed Tray, and scan again. (See p. 64.)

### **Double Feed (Rapid Recovery System)**

DBL Feed
IGNORE [RETRY]

**Problem:** Double feeding of document pages has been detected while scanning with the Rapid Recovery System enabled.

**Solution:** Remove the double fed document page(s) from the eject outlet, return them to the Document Feed Tray, and scan again. (See p. 62.)

### **Staple Detected**

Staple Detected J001

Error Code: J001

Problem: A stapled document has been detected.

**Solution:** Remove the staple(s), and rescan the document. (See

p. 64.)

### **Tray Error**

Tray Error E021

Error Code: E021

**Problem:** An error has occurred with the Document Feed Tray.

**Solution:** Turn the power OFF, and restart the scanner.

### **Count Mismatch**

Count Mismatch U001

Error Code: U001

**Problem:** The specified count has not yet been reached. **Solution:** Check the document count, and scan again.

Error Code: U002

**Problem:** Scanning finished without reaching the specified count.

Solution: Check the document count, and scan again.

# **Troubleshooting**

This section describes the problems that may occur during use of the scanner and how to solve them.

## **Trouble Categories**

The following trouble categories are addressed:

- The Scanner Does Not Turn ON (See p. 116)
- The Scanner Is Not Recognized (Connecting via USB) (See p. 116)
- The Scanner Is Not Recognized (Connecting via SCSI) (See p. 117)
- The Scanner Turns OFF by Itself (See p. 117)
- Scanning Is Not Performed (See p. 117)
- Slow Scanning Speed (See p. 118)
- Documents Do Not Feed Properly (See p. 118)
- Saved Image Files Do Not Open (See p. 119)
- Scanning Results Are Not as Expected (See p. 119)

It you cannot resolve a problem, contact your local authorized Canon dealer or your service representative.

#### **Problem and Solution**

#### **The Scanner Does Not Turn ON**

If the scanner does not turn ON, first confirm the following:

- Is the power cord connected correctly?
- ✓ Is the power cord inserted into the power outlet?

If this does not solve the problem, consider the following possible problems and causes:

Problem	With Auto USB Power switching is enabled, but the scanner does not turn ON when the computer is turned ON.
Cause	The SCSI connection is also being used.
Solution	The SCSI connection does not support Auto USB Power switching. Use only the USB connection if you want to use Auto USB Power switching.
Cause	Auto USB Power has been disabled ([OFF] is selected in the User Mode).
Solution	Enable Auto USB Power (select [ON] in the User Mode).

# The Scanner Is Not Recognized (Connecting via USB)

If the scanner's USB connection is not recognized, first confirm the following:

- Are the scanner and PC connected correctly using the proper cable?
- ✓ Is the scanner's power switch turned ON?

If this does not solve the problem, consider the following possible causes:

Cause	The scanner does not support your USB interface.
Solution	This product is not guaranteed to operate with all types of USB interfaces. Contact your local authorized Canon dealer or service representative for more information.
Cause	The scanner does not support the USB cable.
Solution	Use the USB cable provided with the scanner.
Cause	The USB hub is not compatible with the scanner.
Solution	Remove the USB hub.

# The Scanner Is Not Recognized (Connecting via SCSI)

If the scanner's SCSI connection is not recognized, first confirm the following:

- Are the scanner and PC connected correctly using the proper cable?
- ✓ Is the scanner's power switch turned ON?
- ✓ Is the SCSI card in the PC operating properly?
- ✓ Was the PC turned ON before the scanner?

# **IMPORTANT**

When using the SCSI connection, if the scanner is turned ON after the PC, it may not be properly recognized by the PC.

If this does not solve the problem, consider the following possible causes:

causes:	
Cause	The SCSI card is not compatible with the scanner.
Solution	Use a recommended SCSI card. (See p. 10.)
Cause	The scanner's SCSI ID is identical to the SCSI ID of another device.
Solution	Check the SCSI IDs of all SCSI devices connected to the system and set a unique SCSI ID for the scanner.
Cause	The terminator is not set correctly.
Solution	When another SCSI device is connected between the scanner and the PC, that device's terminator must be disabled (set to OFF).
Cause	There is a problem with another SCSI device that is connected in the daisy chain.
Solution	Do not use the daisy chain connection configuration.

### The Scanner Turns OFF by Itself

When the scanner's Auto Power OFF function is enabled, the scanner will turn OFF automatically if no operations are performed for 4 hours. Check the Auto Power OFF setting in the User Mode. (See p. 80.)

# **Scanning Is Not Performed**

If scanning does not start when it should, first confirm the following:

Are the scanner and PC correctly connected with the proper cable? Is the scanner's power switch turned ON?

If this does not solve the problem, consider the following possible causes:

Cause	The ISIS/TWAIN driver and Job Registration Tool are not installed correctly
Solution	Uninstall and then reinstall the ISIS/TWAIN driver and Job Registration Tool.



#### IMPORTANT

- It the scanner does not operate because of a system error, turn the scanner OFF and wait at least 10 seconds before turning it back ON. If errors continue to occur, reboot the scanner and computer.
- When scanning with configurations that use a large amount of the computer's memory, scanning will be performed properly for the first scan. However, if a second scan is performed with the same configurations, an error may occur due to insufficient memory and scanning may not be possible. In such cases, restart the application you are using and change the configurations before scanning again.

### **Slow Scanning Speed**

If the scanning speed is slow, first confirm the following: Scanning may be slow if the USB interface does not support Hi-Speed USB 2.0.

- ✓ Does the PC's USB interface support only Full-Speed USB 1.1?
- ✓ Is the USB cable you are using the one that was supplied with the scanner (Hi-Speed USB 2.0 compliant)?
- ✓ Is a USB 1.1-compliant device connected to the USB hub at the same time?

If this does not solve the problem, consider the following possible Callede.

causes.	
Cause	Other applications are running in the background on your PC.
Solution	Quit all other applications that are running.
Cause	Resident applications, such as anti-virus software, are draining memory resources.
Solution	Quit all resident applications.
Cause	Temporary files cannot be created in the TEMP folder, as there is not enough free space on the hard disk.
Solution	Delete unnecessary files on the hard disk to increase free space.

### **Documents Do Not Feed Properly**

If a document does not feed properly, first confirm the following:

- ✓ Are pages sticking together because of static electricity or another cause?
- ✓ Are you attempting to scan a document with size, paper thickness or quality that is not supported by the scanner? (See "Documents" on p. 35.)
- ✓ Are the feed rollers dirty?
- Are the feed rollers worn out?



#### **IMPORTANT**

• Double feeding occurs when document pages stick together, and incompatible paper thickness or quality can cause paper jams. Check your documents carefully before loading.

 Replacement rollers can be purchased as consumables. If performance is not improved after cleaning the rollers, contact your local Canon dealer or service representative to purchase a Roller Replacement Kit, and replace the rollers (pickup, feed and retard rollers). (See "Replacing the Transport Rollers" on p. 99.)

If this does not solve the problem, consider the following possible problems and causes:

Problem	Documents do not feed.
Cause	The Continuous Manual Feed Mode is enabled.
Solution	Set the Continuous Manual Feed Mode to [OFF] from the User Mode. (See "Continuous Manual Feeding Mode Setting" on p. 48.)

#### **Saved Image Files Do Not Open**

If image files saved by CapturePerfect 3.1 cannot be opened by another application, first confirm the following:

✓ Does the application you are using support CapturePerfect 3.1 image file types (\*.bmp, \*.tif, \*.jpg and \*.pdf)?

If this does not solve the problem, consider the following possible causes:

Cause	The application does not support multi-page TIFF files.
Solution	Open the files using an application that supports multi-page TIFF files, or save the images as single-page TIFF files using CapturePerfect 3.1.

Cause	The compression format used by CapturePerfect 3.1 is not supported.
Solution	Open the image file with CapturePerfect 3.1, set the compression format to [None], and save it again.

### **Scanning Results Are Not as Expected**

If the scanned images do not appear as expected, one or more ISIS/ TWAIN driver settings may be incorrect, or your application may not support certain scanner functions.

Problem	The scanned image is too dark (or faint).
Cause	The [Brightness] setting is not set to an appropriate value.
Solution	If the image is too dark, set a higher brightness setting, or if the image is too faint, set a lower brightness setting.
Problem	Text or images from the back side of your document appear in the scanned image.
Cause	Brightness may be set too low.
Solution	Increase the Brightness setting. Or, enable the [Prevent Bleed Through/Remove Background] setting.
Cause	The paper is too thin.
Solution	Photocopy the document, and scan the copy.
Problem	Double-sided scanning is not possible.
Cause	Scanning Side is set to [Simplex].

Solution	Set Scanning Side to [Duplex].  If the Scanning Side is set to [Skip Blank Page], images of blank pages are not saved.
Problem	A black margin appears around the scanned document.
Cause	A document smaller than the preset paper size has been scanned. Or, the loaded document has shifted out of position.
Solution	<ul><li>Choose one of the following:</li><li>(1) Set [Page size] to [Auto-detection].</li><li>(2) Select the [White] background.</li><li>(3) Enable Border Removal if you want to use the [Black] background setting.</li></ul>
Problem	The scanned image is skewed.
Cause	The document has been fed at an angle. (skew)
Solution	Slide the document guides to match the width of your document.
Problem	Lines, smudges, or dirt appear on the scanned image.
Cause	The scanning glass or rollers inside the scanner are dirty.

Solution	Clean the scanning glass and rollers. (See "Regular Maintenance" on p. 84.)  If lines still appear on the image even after you clean the scanning glass and rollers, the scanning glass inside the scanner may be scratched. Contact your local authorized Canon dealer or service representative.
Problem	The scanned image is abnormal for certain documents.
Cause	A detection function such as border removal is enabled when scanning a document that includes text or photos extending to the edge of the page (the scanner cannot accurately process the edges of documents).
Solution	When a page has text or photos extending to its edges, turn the detection functions off or scan that page individually.
Problem	The scanned image is abnormal in some applications.
Cause	A function not supported by the application was used.
Solution	Some applications do not support functions such as auto-detection of page size, so scanning with such applications will produce abnormal scanned images.  If abnormal image appearance seems to be application-dependent, try scanning with auto-detection disabled.

# **Uninstalling the Software**

Some scanner malfunctions can be resolved by reinstalling the software. Before reinstalling the software, make sure to completely uninstall any previous installation first.

# **Uninstalling the ISIS/TWAIN Driver**

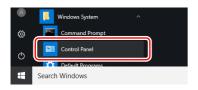
The following procedure uses the ISIS/TWAIN driver as an example. Follow the same procedure to uninstall the Job Registration Tool and CapturePerfect 3.1. Make sure to substitute the name of the software in step 3.

**IMPORTANT** 

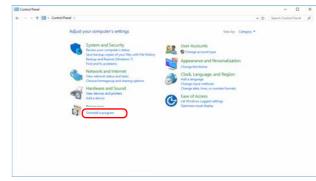
As always when uninstalling software, log on using an account with Administrator privileges.

From the Windows task bar, click Start button → click [Windows System] → click [Control Panel].

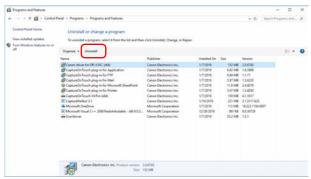
The Control Panel appears.



Click [Uninstall a program].



From the program list, select the application to be removed and click [Uninstall].



The file-deletion confirmation screen appears.



4 Click [Yes] to proceed with uninstallation.

# **Appendix**

# **Specifications**

Unit S	pecifications
Туре	
71 -	Desktop sheet-fed scanner
Scannable	Document Requirements
	Width: 2" to 12.01" (50.8 mm to 305 mm)
	<b>Length</b> : 2.76" to 17.01" (70 to mm 432 mm)
	Weight: Page Separation Feeding: 14 lb to 32 lb bond
	(52 g/m <sup>2</sup> to 128 g/m <sup>2</sup> ) (0.06 mm to 0.15 mm)
	Bypass Feeding: 11 lb to 68 lb bond (42 g/m <sup>2</sup> to 255 g/
	$m^2$ ) (0.05 mm to 0.30 mm)
Document F	Feeding Methods
	Continuous, Manual, and Continuous Manual
Loading cap	pacity
	Up to 500 pages of good quality paper (80 g/m <sup>2</sup> (22 lb bond))
	Make sure stacks do not exceed 48 mm in height
Scanning S	S C
3 -	Contact image sensor
Light Sourc	S .
Ü	LED
Scanning S	ides
ŭ	Simplex/Duplex
Scanning M	lodes
J	Black and White, Error Diffusion, Advanced Text Enhancement, Advanced Text Enhancement II, 256-
	Level Grayscale, and 24-Bit Color

```
Scanning Resolution
             100, 150, 200, 240, 300, 400 and 600 dpi
Scanning Speed (LTR/A4 portrait)
 Black and White
                          100 pages/min.
 200 dpi
             Simplex
             Duplex
                          200 images/min.
 300 dpi
             Simplex
                          100 pages/min.
             Duplex
                          200 images/min.
                           82 pages/min.
 400 dpi
             Simplex
             Duplex
                           82 images/min.
 600 dpi (speed priority)
                           82 pages/min.
             Simplex
             Duplex
                           82 images/min.
 600 dpi (image quality priority)
             Simplex
                           25 pages/min.
             Duplex
                           50 images/min.
 Grayscale
 200 dpi
             Simplex
                          100 pages/min.
             Duplex
                          200 images/min.
             Simplex
                          100 pages/min.
 300 dpi
                          200 images/min.
             Duplex
 400 dpi
             Simplex
                           84 pages/min.
                           84 images/min.
             Duplex
 600 dpi (speed priority)
             Simplex
                           82 pages/min.
             Duplex
                           82 images/min.
 600 dpi (image quality priority)
             Simplex
                           25 pages/min.
             Duplex
                           50 images/min.
```

Color				Duplex	256 images/min.	
200 dpi	Simplex	100 pages/min.	400 dpi	Simplex	84 pages/min.	
	Duplex	200 images/min.		Duplex	84 images/min.	
300 dpi	Simplex	100 pages/min.	600 dpi (s	600 dpi (speed priority)		
	Duplex	170 images/min.		Simplex	82 pages/min.	
400 dpi	Simplex	76 pages/min.		Duplex	82 images/min.	
	Duplex	76 images/min.	600 dpi (ir	600 dpi (image quality priority)		
600 dpi (speed priority)				Simplex	32 pages/min.	
	Simplex	46 pages/min.		Duplex	64 images/min.	
	Duplex	46 images/min.	Color			
600 dpi (image quality priority)			200 dpi	Simplex	130 pages/min.	
	Simplex	25 pages/min.		Duplex	260 images/min.	
	Duplex	18 images/min.	300 dpi	Simplex	130 pages/min.	
Scanning Speed (LTR/A4 landscape)				Duplex	170 images/min.	
Black and	l White		400 dpi	Simplex	76 pages/min.	
200 dpi	Simplex	130 pages/min.		Duplex	76 images/min.	
	Duplex	260 images/min.	600 dpi (s	600 dpi (speed priority)		
300 dpi	Simplex	130 pages/min.		Simplex	46 pages/min.	
	Duplex	256 images/min.		Duplex	46 images/min.	
400 dpi	Simplex	82 pages/min.	600 dpi (ir	600 dpi (image quality priority)		
	Duplex	82 images/min.		Simplex	32 pages/min.	
600 dpi (speed priority)				Duplex	18 images/min.	
	Simplex	80 pages/min.	Other			
	Duplex	80 images/min.		Double-Fe	ed Detection function, Deskew, Selectable	
600 dpi (image quality priority)				Background, Dust Countermeasures, Auto USB Power		
	Simplex	32 pages/min.		Switching,	User Mode, Long Document Mode, and	
	Duplex	64 images/min.		Folio Scan	l	
Grayscale			External Dimensions			
200 dpi	Simplex	130 pages/min.		20.79" (W) × 22.17" (D) × 14.77" (H)		
	Duplex	260 images/min.		528 mm (V	V) × 563 mm (D) × 375 mm (H)	
300 dpi	Simplex	130 pages/min.	Maximum E	xternal Dime	nsions	

(with Document Feed Tray and Eject Tray Open)

20.79" (W) × 33.90" (D) × 17.01" (H)

528 mm (W) x 861 mm (D) x 432 mm (H)

Weight

Approx. 86 lbs (39 kg)

Power Supply

120 V model

AC 120 V (60 Hz), 1.4 A

220-240 V model

AC 220-240 V (50/60 Hz), 0.8 A

**Power Consumption** 

120 V model

Scanning: 125 W

Stand-by Mode (Sleep Mode): 4.2 W

220-240 V model Scanning: 125 W

Stand-by Mode (Sleep Mode): 4.5 W

Noise

Not more than 72 dB

Operating Environment

Temperature: 10 to 32.5°C (50 to 90.5°F)

Humidity: 20 to 80% RH

- \* The operating environment requirements when using an imprinter are those of the ink cartridge.
- \* Specifications are subject to change without notice.

# **Options**

Pre-Imprinter Unit (Product Code: 2418B003)

This imprinter unit prints a text string on document pages before scanning them. (See "Imprinter (Optional)" on p. 76.)

#### Post-Imprinter Unit (Product Code: 2418B004)

This imprinter unit prints a text string on document pages after scanning them. (See "Imprinter (Optional)" on p. 76.)

#### Patchcode Decoder (Product Code: 2418B005)

This unit detects patchcode sheets within documents. (See "Batch Separation" on p. 58.)

#### Thin Paper Kit for DR-X10C (Product Code: 2418B012)

This unit scans document sheets that are thinner than normal. (See "Thin Paper Kit for DR-X10C Specifications" on p. 129.)

#### Barcode module (Product Code: 1922B001) 2D code module (Product Code: 1922B003)

Add-on module to recognize barcodes printed on documents during scanning.

#### Flatbed scanner unit102 (Product Code: 2152Cxxx)

Flatbed scanner unit that can be connected to and used with a DR scanner. Connecting the unit to this scanner enables you to use this scanner as a flatbed scanner with an automatic document feeder.

#### Flatbed scanner unit201 (Product Code: 6240Bxxx)

A flatbed scanner unit that can be used by connecting to a DR scanner and supports A3 size paper. Connecting the unit to this scanner enables you to use this scanner as a flatbed scanner with an automatic document feeder.

#### **Consumables**

#### Roller Replacement Kit (Product Code: 2418B001)

Replacement kit for transport rollers (pick-up roller, feed rollers, and retard roller). (See "Replacing the Transport Rollers" on p. 99.)

# **IMPORTANT**

- Rollers are consumable parts. When the rollers start to wear out, problems, such as paper jams and misfeeds, are more likely to occur. If this happens, replace the rollers, regardless of the page count.
- For information about the roller replacement kit, contact your local authorized Canon dealer or service representative.
- If you replace the transport rollers after installing the optional Thin Paper Kit for DR-X10C, you need to use the Exchange Roller for DR-X10C Thin Paper Kit (Product Code: 2418B013).
   Before replacing the transport rollers, check the options that are being used.

#### Cleaning Sheets (Product Code: 2418B002)

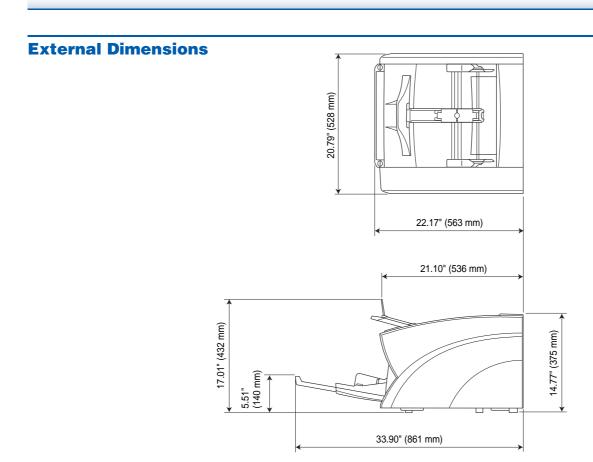
This is a package of cleaning sheets for cleaning the transport rollers. (See "Cleaning Rollers with a Cleaning Sheet" on p. 86.)

#### **Ink Cartridges**

These ink cartridges are used by the pre- and post-imprinters. Ink Cartridge: Blue (Product Code: 3693A002) (C6602B) Ink Cartridge: Red (Product Code: 3693A003) (C6602R) Ink Cartridge: Green (Product Code: 3693A004) (C6602G)

# IMPORTANT

 Reorder HP's ink cartridges by specifying their product codes (indicated in parentheses).



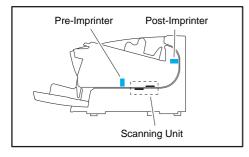
# **Option Specifications**

This section contains the specifications for the separately sold imprinters (p. 125). Refer to "Batch Separation" (p. 58) for the specifications of the patchcodes that can be detected by the patchcode decoder.

# **Imprinter Specifications**

**Printing Timing** 

Pre-Imprinter: Before scanning Post-Imprinter: After scanning



Printing Side

Front

Position

Set in the ISIS/TWAIN driver Pre-Imprinter: One of 6 positions Post-Imprinter: One of 17 positions

**Printing Content** 

Set in the ISIS/TWAIN driver

Imprinter Font Sizes (Dots)

12 x 12 (with no added space between characters)

12 x 8 (with no added space between characters)

12 x 12 (with added space between characters)

12 x 8 (with added space between characters)

Number of Printable Characters

Up to 32 characters

Printable Paper

Plain paper without water-resist coating

Compatible Ink Cartridges

HP Ink Cartridges

Color: Blue, Red, Green (see p. 102)

Image Density

12 nozzles/oblique line (96 dpi)

Ink Type

Water-based

Operating Environment

As specified for the ink cartridge

# Thin Paper Kit for DR-X10C Specifications

Scannable Document Requirements

Wight: 7 lb to 32 lb bond (27 g/m $^2$  to 128 g/m $^2$ ) (0.03 mm to 0.15 mm)

Without the Thin Paper Kit for DR-X10C: 14 lb to 32 lb bond (52 g/m<sup>2</sup> to 128 g/m<sup>2</sup>) (0.06 mm to 0.15 mm)

Scanning Speed

The scanning speed may be lower when the Thin Paper Mode is set to [ON].

\* If you scan with the Thin Paper Mode set to [OFF] (See p. 82.) when installing the Thin Paper Kit for DR-X10C, feeding quality may decline.

# **ISIS/TWAIN Driver Settings**

# **Setting the Scanner Driver**

When you load the driver for the first time, the selected scanner and a dialog for selecting the default paper size are displayed.



- These settings will apply when [Default] is clicked in the ISIS driver dialog box.
- For the TWAIN driver, the default size will be set to A4 and this cannot be modified

To scan documents with an application such as CaptureOnTouch, open the scanner driver and configure the scanning conditions and other settings.

This section describes the configuration and functions of the scanner driver.

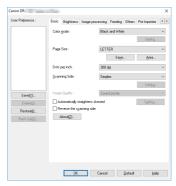
# **Configuration and Functions of the Scanner Driver**

The scanner driver consists of the following tabs.



For details on the setting screen, see the Help of the scanner driver. Click the [Help] button of the driver to display help related to the corresponding tab or dialog box.

#### [Basic] tab



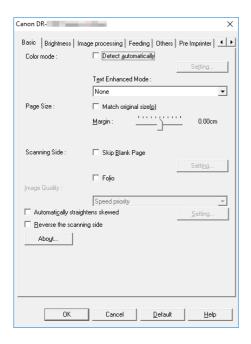
Configure basic scanning conditions such as the mode, page size, resolution, and scanning side.

Clicking the [Save] button of [Page Size] allows you to set the custom paper size registration, and then clicking [Area] allows you to set the scan area.

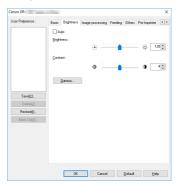


#### Hint

Depending on the ISIS compatible application, the application may have its own screen for setting scanning conditions. If the scanner driver is opened in such an application, setting items related to the functions provided by the scanner driver other than scanning conditions will be displayed on the [Basic] tab.

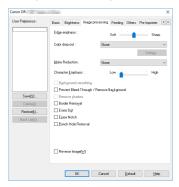


#### [Brightness] tab



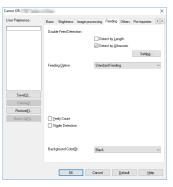
Adjust the brightness and contrast of scanned images. In addition, you can also click [Gamma] and set the gamma correction value for scanned images.

### [Image processing] tab



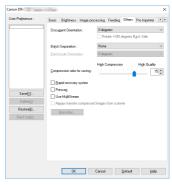
Set the processing method for scanned images.

### [Feeding] tab



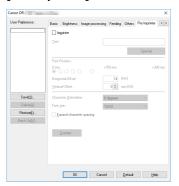
Specify scanner operations related to document feeding.

#### [Others] tab



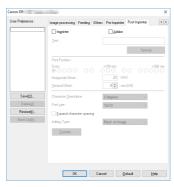
Configure special scan method and image processing settings.

#### [Pre Imprinter] Tab Sheets



The [Pre Imprinter] tab sheet is displayed when an optional preimprinter unit is installed, and allows you to imprint any character string or counter on to documents before scanning.

#### [Post Imprinter] Tab Sheets



The [Post Imprinter] tab sheet allows you to imprint/add any character string or counter on scanned documents.

The [Imprinter] check box is enabled only if the optional pre-imprinter unit is installed.

# **Setting Basic Scanning Conditions**

This section provides an overview of the basic setting items that are the minimum requirements when configuring the scanner settings.

# **Confirming Basic Conditions for Scanning**

When you scan a document, make sure you confirm the [Color mode], [Page Size], [Dots per inch], and [Scanning Side] basic conditions in the Basic settings dialog box.



#### Color mode

Select the scanning mode.



- [Advanced Text Enhancement] and [Advanced Text Enhancement II] remove or process the background color and background surrounding text to enhance the text for easy reading. When [Advanced Text Enhancement II] is selected, you can make the text in scanned images easier to read by adjusting the contrast on the [Brightness] tab.
- [Detect automatically] detects whether the document is in color, grayscale, or black and white. You can configure advanced settings related to the detection method by clicking [Setting]. For details, see the Help.

#### Page Size

Select the page size that matches the document to be scanned.



If [Match original size] is selected, the edges of the document are detected and images that match the size of the document are saved.

#### Dots per inch

Select the scanning resolution.



Higher resolutions provide clearer images but result in larger file sizes and slower scanning.

#### **Scanning Side**

Select which of the sides of the document to scan.



If the scanning side is set to [Skip blank page], the images of blank pages are deleted when images are saved.

# **Scanning Documents of Unregistered Page Sizes**

You can register an unregistered paper of non-standard size with a name, as a custom paper size.

Click the [Save] button of [Page Size] in the [Basic] tab, to display the [Custom Page Size] dialog box.

Register the paper of non-standard size.



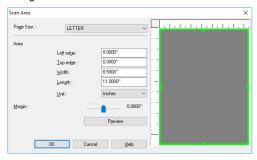
# **Specifying the Scan Area**

Configure the following settings when you want to specify the area of the document to be scanned.

#### Specifying an area

To scan one area of a larger document, click [Area] on [Page Size] in the [Basic] tab to display the [Scan Area] dialog box.

Designate which area of the document to scan.



# **Practical Examples**

This section provides an overview of which items to set according to the purpose when configuring the scanning settings. For details on settings, see "ISIS/TWAIN Driver Settings" on p. 130.

# **Scanning Documents of Unregistered Page Sizes**

Configuring the following settings allows you to scan a document of an unregistered page size.

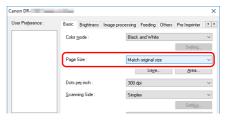
# Scanning documents longer than 17.01" (432 mm) (Long Document Mode)

When you want to scan a document that is longer than 17.01" (432 mm), you can enable [Long Document] in the scanner settings and set the page size setting to [Auto-detection] in order to scan documents up to118.1" (3,000 mm) long.

In User Mode, set [Long Document] of the scanner settings to [ON1] or [ON2]. (See "Long Document Mode Setting" on p. 36.)

Long Document
ON2 [ON1] OFF

2 Set the page size to [Match original size] and scan the document.

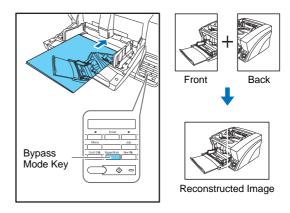


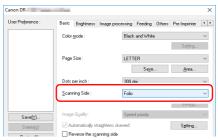
- **IMPORTANT**
- When scanning a long document, load and scan the pages of the document one at time.
- When scanning with the Long Document Mode set to [ON1], if the scan is performed with the scanning mode set to color and the image quality set to [Image quality priority], the image may be lost. If this occurs, scan by using black and white or reducing the image quality.

- When scanning with the Long Document Mode set to [ON2], if
  the scan is performed at 400/600 dpi or the scan is performed
  with the scanning mode set to color and the scanning side set
  to [Duplex], the image may be lost. If this occurs, scan by
  reducing the resolution, using black and white, or setting the
  scanning side to [Simplex].
- Some scanning mode and resolution settings may produce incomplete page images. In this case, try decreasing the resolution or, if scanning in color mode, switch to black and white.

# Scanning documents wider than the feeder inlet (Folio Scan)

When you want to scan a document that is wider than the feeder inlet, you can scan the document if you fold the document into two, load it into the feed tray, and set the scanning side setting to [Folio]. (See p. 75.)



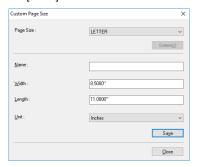




Folio Scan supports up to A1-size (23.4"  $\times$  33.1" ( $594 \times 841$  mm)) documents when used together with the Long Document Mode.

# Registering of unregistered nonstandard page sizes

You can register a non-standard page size that has not been registered as a page size by naming it as a custom page size in the [Custom Page Size] dialog box that opens from the [Save] button on the [Basic] tab sheet.

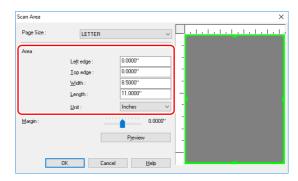


# **Specifying the Scanning Area**

Configure the following settings when you want to specify the area of the document to scan.

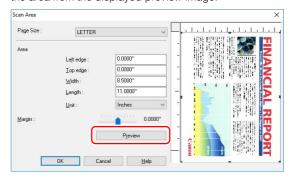
### Specifying an area

Specify the area of the document to scan in the Scan Area dialog box.



## 🖺 Hint

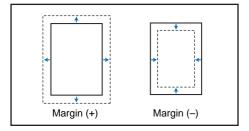
• With the TWAIN driver, load the document you want to specify the area of and press the [Preview] button to scan the document and display the preview image in the Area panel. You can then specify the area from the displayed preview image.



 With CapturePerfect 3.1, the last scanned image appears in the preview window. Scan the document you want to set the area of with [Scan Single Page] in order to display the image in the preview window.

## **Adjusting the margins**

When the document is deskewed and edges are missing from the image or black borders are created around the image (when the background color is black), adjust the scanning area by setting the margins.

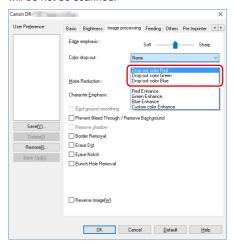


# **Configuring Scanner Settings According to the Purpose**

Set the scanning conditions according to the scanning purpose.

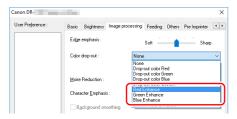
# When you do not want to scan colored lines and characters

Select the color (red, blue, or green) to be ignored (dropped out) in [Color drop-out] on the [Image processing] tab sheet, and that color will be not be scanned.



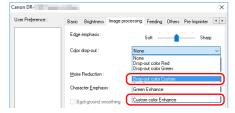
#### When you want to enhance a particular color

Select the color (red, blue, or green) to be enhanced in [Color dropout] on the [Image processing] tab sheet, and that color will be enhanced.

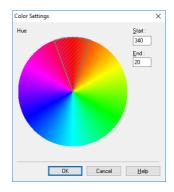


### When you want to skip or enhance intermediate colors

Select an intermediate color in [Color drop-out] on the [Image processing] tab sheet.

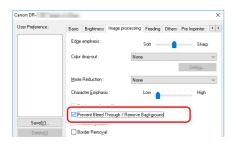


The Color Settings dialog box is displayed, and you can specify the color range of the intermediate colors to ignore (drop out) or enhance.



# When you want to prevent the bleedthrough of text and other items from the back side of thin pages, or remove the background from scanned images

Select [Prevent Bleed-Through / Remove Background] on the [Image processing] tab sheet. The bleed-through on thin pages and background are removed from scanned images.



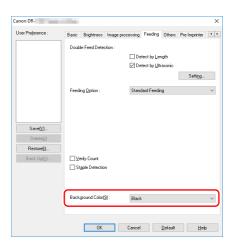
# When you want to enhance contours in images

Adjust the [Edge emphasis] setting on the [Image processing] tab sheet.



# When you want to eliminate black borders around scanned images (when the background is set to black)

When the background color is set to black on the [Feeding] tab sheet, select [Border Removal] on the [Image processing] tab sheet. The black borders created around scanned images when scanning with the background color set to black are removed.



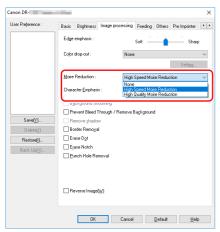




When the background color is set to white, [Border Removal] is disabled.

## When you want to reduce the moire patterns that appear when color photos in magazines and other documents are scanned at low resolutions

Setting [Moire Reduction] on the [Image processing] tab sheet allows you to reduce the moire patterns that are generated when color photos are scanned at low resolutions.



#### Hint

Moire reduction is enabled when the resolution is 300 dpi or less, and [High Quality Moire Reduction] is displayed when the resolution is 240 dpi or less.

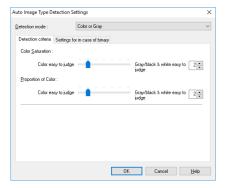
# When you want to save black and white images and color images separately when scanning a mixture of black and white documents and color documents

When documents are scanned while the mode is set to [Detect automaticallyl on the [Basic] tab sheet, the document's colors are detected and grev images and color images, or black-and-white images and color images, are saved separately.



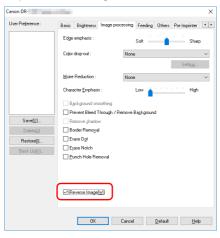
# | Hint

Selecting [Detect automatically] enables the [Setting] button. This allows you to configure the settings for judging the detection mode



# When you want to reverse black and white in scanned images

Select [Reverse Image] on the [Image processing] tab sheet. This outputs scanned images with black and white reversed.



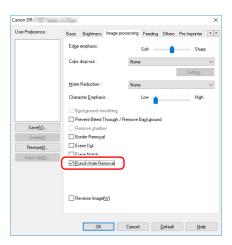
# When you want to enhance text that is difficult to read because of factors such as the background of the scanned document

Select [Advanced Text Enhancement] as the mode on the [Basic] tab sheet. The background behind the text is removed or processed so that the text is emphasized for better legibility.



# When you want to remove the black circles from scanned images when scanning documents with punch holes (when the background is set to black)

When the background color is set to black on the [Feeding] tab sheet, select [Punch Hole Removal] on the [Image processing] tab sheet. The black circles from the punch holes in documents are removed from the scanned images.

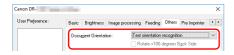




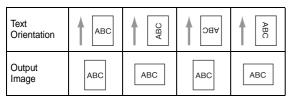
When the background color is set to white, [Punch Hole Removal] is disabled. When the background color is set to white and a document with punch holes is scanned, the edges of holes may still appear in the images.

# When you want to match the orientation of images to the text when scanning a mixture of pages with different text orientations

Select [Text Orientation Recognition] from [Document Orientation] on the [Others] tab sheet.

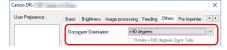


The text orientation on each page is detected, and the scanned image is rotated in 90-degree increments to correct the orientation.



#### When you want to rotate the images of a document loaded horizontally to correct the orientation

Specify the rotation angle with [Document Orientation] on the [Others] tab sheet.





#### Hint

Images are rotated as follows according to the orientation of the loaded document and the selected angle.

Feeder Document: Face Up	ABC	ABC	<b>∀</b> VBC	ABC
Document Orientation (Clockwise)	0 degrees	90 degrees	180 degrees	270 degrees
Output Image	ABC	ABC	ABC	ABC

#### When you want to delete the images of the blank pages in two-sided documents

If you set the scanning side setting to [Skip Blank Page] on the [Basic] tab sheet, the images of blank pages in the document are deleted.



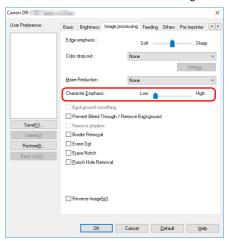
#### Pint Hint

If [Skip Blank Page] is selected, the [Setting] button is enabled, and you can adjust the level for judging whether pages are blank.



# To thicken lines and text in scanned images

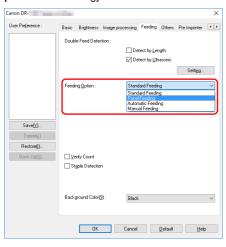
Drag the [Character Emphasis] slider in the [Image processing] tab to make lines and text in the scanned images thicker or thinner.



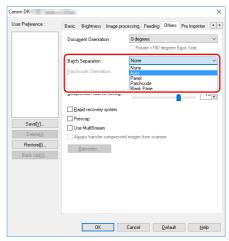
# When you want to use batch separation for scanning

When you want to divide and scan a document, you can separate a batch at the timing with which each next document is placed and scanned.(Only enabled for applications that support batch separation.)In this case, set the scanner driver as follows.

 Set [Feeding Option] on the [Feeding] tab to [Panel-Feeding] or [Automatic Feeding].



• Set [Batch Separation] on the [Others] tab to [Auto].

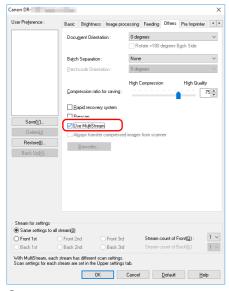


When [Batch Separation] is set to [Auto], the batch is separated after the next document is placed and scanning is continued. For more details about [Blank Page] and [Patchcode], "Batch Separation" (See p. 58)

## When you want to use MultiStream settings for scanning

Multi-stream allows you to output multiple different scanned images with a single scan operation, and output scanned images with different scanning conditions for each of the front and back pages (MultiStream settings).

When you want to use the MultiStream settings for scanning, select the [Use MultiStream] checkbox on the [Others] tab to display the setting items related to MultiStream, and then configure the setting items in the following order.



- ① When you want to specify different scanning conditions for the front and back pages of a document, select [Both] for [Scanning Side] on the [Basic] tab in advance.
- ② Specify the number of scanning conditions to apply in [Stream count of Front]. Up to three can be specified.

- ③ Select [Front 1st], and then open the other tabs and set the scanning conditions. Depending on the value specified for [Stream count of Front], configure the remaining [Front 2nd] and [Front 3rd] in the same way.
- When specifying the scanning conditions of the back, configure the settings in the same way as described in ② to ③. In this case, specify [Stream count of Back], and then set the scanning conditions for each of [Back 1st] to [Back 3rd].



The following shows the setting conditions that can be set in the MultiStream settings.

Tab	Items that can be set
[Basic] tab	[Color mode] and [Dots per inch] (excluding [Auto-detection] for both)
[Brightness] tab	[Brightness] and [Contrast]
[Image processing] tab	[Color drop-out], [Character Emphasis] and [Edge emphasis]
[Feeding] tab	None (all disabled)
[Others] tab	None (only [Use MultiStream] is enabled)
[Pre Imprinter] tab	None (all disabled)
[Post Imprinter] tab	None (all disabled)

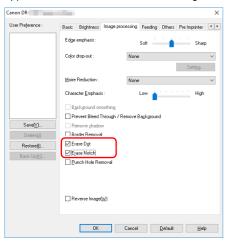
#### To scan barcodes

After installing the included Barcode Module, you can scan barcodes on documents. Click the [Barcode] button on the [Others] tab to configure barcode scanning conditions.

See Help for details about settings.

# When you want to remove dots and notches that appear in documents

You can remove dots and notches protruding from object outlines that appear in documents from scanned images.



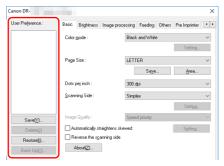
- Select the [Erase Dot] check box to automatically remove isolated black dots (3 x 3 dot size) from white backgrounds (or white dots from black backgrounds).
- Select the [Erase Notch] check box to remove notches that protrude from object outlines in scanned images.

#### **Registering Your Settings**

You can register the scanning conditions so that you can use them next time.

## When you want to save a scanner driver setting

When you finish configuring a setting, click the [Save] button of [User Preference] to save the setting.



The saved setting is registered to the list. You can delete a setting from the list with the [Delete] button, and save or load a configuration file with the [Back Up] or [Restore] button.

#### **Function Restrictions Depending on Color Mode Setting**

Some of the setting items in each of the driver tabs are disabled as follows depending on the setting for [Color Mode] on the [Basic] tab.

#### [Brightness] tab

Setting value	Contrast
Detect automatically	0
Black and White	0
Error Diffusion	0
Advanced Text Enhancement	X
Advanced Text Enhancement II	0
256-level Gray	0
24-bit Color	0

(O: Available for setting, X: Not available for setting, or auto)

#### [Image processing] tab

Setting value	Color drop-out	[Character Emphasis]
Detect automatically	X	O <sup>3)</sup>
Black and White	0	0
Error Diffusion	0	0
Advanced Text Enhancement	0	0
Advanced Text Enhancement II	0	0
256-level Gray	0	Х
24-bit Color	X	Х

(O: Available for setting, X: Not available for setting, or auto)

#### [Image processing] tab

Setting value	Edge emphasis	Background smoothing	Prevent Bleed Through/Remove Background	Erase Dot	Erase Notch	Reverse Image
Detect automatically	0	0	O <sup>1)</sup>	O <sup>2)</sup>	O <sub>3)</sub>	Х
Black and White	0	Х	0	0	0	0
Error Diffusion	0	Х	0	Х	0	0
Advanced Text Enhancement	0	Х	Х	0	0	0
Advanced Text Enhancement II	Х	Х	Х	0	0	0
256-level Gray	0	0	0	Х	Х	Х
24-bit Color	0	0	0	X	Х	Х

(O: Available for setting, X: Not available for setting, or auto)

1)Not available for setting if all of the following conditions in the [Auto Image Type Detection Settings] dialog box are met.

- [Detection mode] is not set to [Color or Gray]
- When [Mode in case of binary] on the [Settings for in case of binary] tab is set to [Advanced Text Enhancement] or [Advanced Text Enhancement II]

2)Not available for setting if either one of the following two conditions are met.

- [Detection mode] in the [Auto Image Type Detection Settings] dialog box is set to [Color or Gray]
- [Mode in case of binary] in the [Settings for in case of binary] tab is set to [Error Diffusion]

3)Not available for setting if [Detection mode] is set to [Color or Gray] in the [Auto Image Type Detection Settings] dialog box.

#### [Others] tab

Setting value	Prescan
Detect automatically	Х
Black and White	0
Error Diffusion	0
Advanced Text Enhancement	0
Advanced Text Enhancement II	0
256-level Gray	0
24-bit Color	0

(O: Available for setting, X: Not available for setting, or auto)

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Safety-related markings on the machine
Marquages de sécurité sur la machine
Marcature di sicurezza sulla macchina
Sicherheitshinweise auf der Maschine
Marcas de la máquina relacionadas con la seguridad
Veiligheidsmarkeringen op de machine
Makine üzerindeki güvenlik işaretleri

	[English] [Français] [Italiano] [Deutsch] [Español] [Nederlands] [Türkçe]	Switch (On) Commutateur (Marche) Interruttore (On) Schalter (Ein) Interruptor (encendido) Schakelaar (On) Anahtar (Açık)	Power on Sous tension Alimentazione presente Eingeschaltet Máquina encendida Aan Güç açık
$\bigcirc$	[English] [Français] [Italiano] [Deutsch] [Español] [Nederlands] [Türkçe]	Switch (Off) Commutateur (Arrêt) Interruttore (Off) Schalter (Aus) Interruptor (apagado) Schakelaar (Off) Anahtar (Kapalı)	Power off (no standby current) Hors tension (pas de courant de veille) Alimentazione assente (nessuna corrente di standby) Ausgeschaltet (ohne Ruhestromaufnahme) Máquina apagada (sin corriente en espera) Uit (geen stand-byverbruik) Güç kapalı (bekleme akımı yok)
(1)	[English] [Français] [Italiano] [Deutsch] [Español] [Nederlands] [Türkçe]	Switch (Standby) Commutateur (Veille) Interruttore (Standby) Schalter (Standby) Interruptor (en espera) Schakelaar (Standby) Anahtar (Bekleme)	Power on/off (standby current on) Sous/hors tension (courant de veille activé) Alimentazione on/off (corrente di standby presente) Ein- und Ausschalten (mit Ruhestromaufnahme) Máquina apagada/encendida (con corriente en espera) Aan-uit (stand-byverbruik aan) Güç açık/kapalı (bekleme akımı açık)

U
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[Italiano]

[Español]

[Türkçe]

[Nederlands]

[English] Switch (Push-On/Push-Off) Power on/off (no standby current) [Français] Commutateur (Appuyer pour Sous/hors tension (pas de courant de veille)

mettre en marche/Appuyer pour arrêter)

Alimentazione on/off (nessuna corrente di standby)

bistabile (On/Off) [Deutsch] Schalter (Ein- und Ausschalten

Ein- und Ausschalten (ohne Ruhestromaufnahme)

durch Drücken)

Encendido/apagado (sin corriente en espera)

Interruptor (pulsado para encendido/apagado)

Schakelaar (Push-On/Push-Off)

Interruttore a pulsante

Aan-uit (geen stand-byverbruik)

[Türkçe] Anahtar (Bas-Aç/Bas-Kapa)

Güç açık/kapalı (bekleme akımı yok)



Heat hazard [English] Heat hazard Danger de chaleur Danger de chaleur [Français] Pericolo: temperature elevate Pericolo: temperature elevate [Italiano] Überhitzungsgefahr [Deutsch] Überhitzungsgefahr [Español] Peligro de calentamiento Peligro de calentamiento [Nederlands] Verbrandingsgevaar Verbrandingsgevaar

Isı tehlikesi



[English] Class II equipment Indicates this is Class II equipment Équipement de classe II Indique qu'il s' agit d'un équipement de classe II [Français] Apparecchio classe II Indica che questo è un apparecchio di classe II [Italiano] [Deutsch] Gerät der Schutzklasse II Gibt an, dass das Gerät der Schutzklasse II entspricht [Español] Equipo de clase II Indica que se trata de un equipo de clase II Geeft aan dat deze apparatuur in Klasse II hoort [Nederlands] Klassell-apparatuur [Türkçe] Sınıf II ekipman Bunun Sınıf II ekipman olduğunu gösterir

Isı tehlikesi

[English]	DC symbol	Indicates direct current
[Français]	Symbole CC	Indique qu'il s'agit de courant continu
[Italiano]	Simbolo corrente continua (C.C.)	Indica la corrente continua
[Deutsch]	Gleichstrom-Symbol	Kennzeichnet Gleichstrom
[Español]	Símbolo CC	Indica corriente continua
[Nederlands]	DC-pictogram	Geeft gelijkstroom aan
[Türkçe]	DC sembolü	Düz akımı gösterir



DC polarity Indicates the power plug polarity [English] Polarité CC Indique la polarité de la fiche d'alimentation [Français] [Italiano] Polarità C.C. Indica la polarità dello spinotto di alimentazione [Deutsch] Gleichstrompolarität Gibt die Polarität des Netzsteckers an [Español] Polaridad de CC Indica la polaridad del conector de alimentación [Nederlands] DC-polariteit Geeft de polariteit van de stekker aan [Türkçe] DC polaritesi Fiş polaritesini gösterir

Electrostatic precaution



[English]

Précaution électrostatique Évitez de soumettre cette machine à de l'éléctricité statique [Français] [Italiano] Protezione dalle cariche Evitare di applicare cariche elettrostatiche alla macchina elettrostatiche [Deutsch] Warnung vor elektrostatischer Elektrostatische Aufladung der Maschine vermeiden Aufladung [Español] Precaución electroestática No aplique electricidad electroestática [Nederlands] Elektrostatische voorzorgen Voorkom statische elektriciteit op de machine Makineye statik elektrik vermeyin [Türkce] Flektrostatik önlemi

Avoid applying static electricity to the machine

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