



Fig. 1
Select **Access**.



Fig. 2
Enter the System Administrator Password from the Numeric Keypad and then press **Confirm**. (See Machine Administration User Guide for default password)

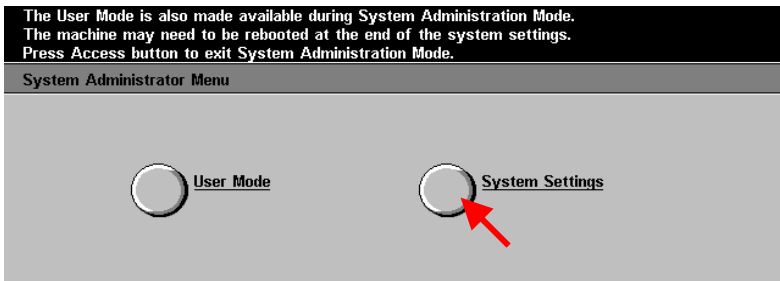


Fig. 3
Select **System Settings**.



Fig. 4
Select **System Settings**.

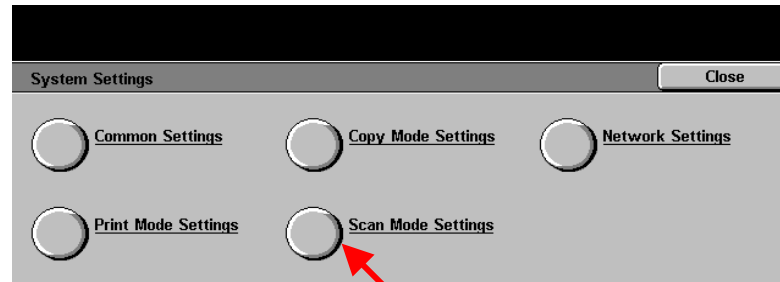


Fig. 5
Select **Scan Mode Settings**.

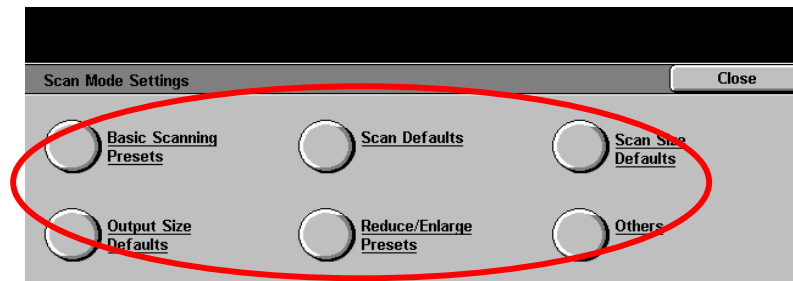


Fig. 6
Select the appropriate settings button to make changes as needed. After changes are completed or if no changes are needed continue to Fig. 7
***Refer to the charts of the Administration Settings- Scan Mode Part 2 of 2 pamphlet for settings value.**

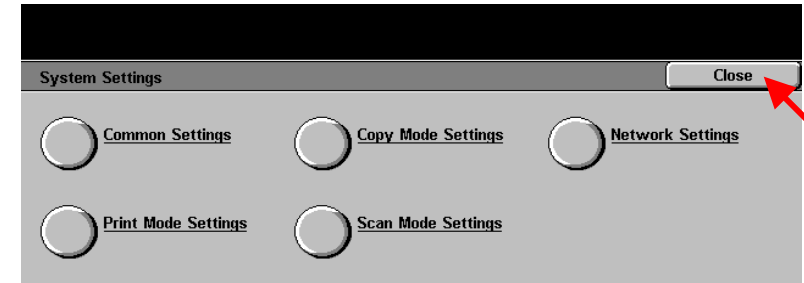


Fig. 7
Select **Close**.



Fig. 8
Select **Exit**.

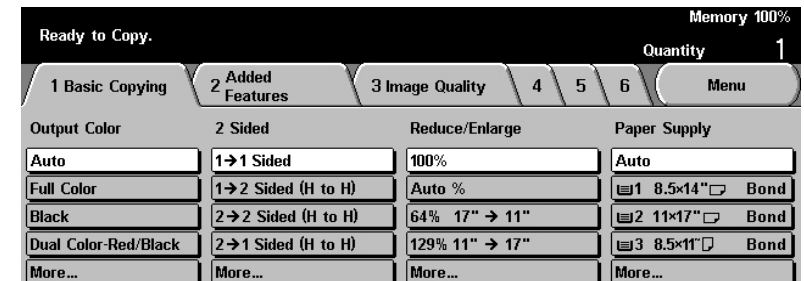


Fig. 9
Changes are completed.

Quick Start Guide

Administration Setting
Scan Mode Part 1 of 2



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Basic Scanning Presets

1. to 3. reduce/Enlarge 2nd to 4th button (The defaults are as follows: 2 for the 2nd tray from the top, 4 for the 3rd tray, and 7 for the 4th tray)

Setting Value	Description
1	Ratio currently set to R/E Preset 1
2	Ratio currently set to R/E Preset 2
3	Ratio currently set to R/E Preset 3
4	Ratio currently set to R/E Preset 4
5	Ratio currently set to R/E Preset 5
6	Ratio currently set to R/E Preset 6
7	Ratio currently set to R/E Preset 7

Scan Defaults

2. Scan Resolution (The default setting is 0)

Setting	Description
0	200 dpi
1	300 dpi
2	400 dpi
3	600 dpi

3. Mixed Size Originals (The default setting is 0)

Setting	Description
0	Off
1	On

4. Border Erase- Top & Bottom (The default setting is 2 mm)

5. 5. Border Erase- Left & Right (The default setting is 2 mm)

6. Center Erase (The default setting is 0)

Setting	Description
0	None
1 to 50	Set the left, right, top, bottom edge and center erase dimensions in 1 mm increments.

7. Original Orientation (The default setting is 1)

Setting	Description
0	Head to Top
1	Head to Left

Scan Defaults

8. Original Type (The default setting is 0)

Setting	Description
0	Text
1	Text & Photo
2	Photo

9. Lighter/Darker (The default setting is 3)

Setting	Description
0	Lighter (+3)
1	Lighter (+2)
2	Lighter (+1)
3	Normal
4	Darker (-1)
5	Darker (-2)
6	Darker (-3)

10. Contrast (The default setting is 2)

Setting	Description
0	Higher
1	High
2	Normal
3	Low
4	Lower

11. Auto Exposure (The default setting is 0)

Setting	Description
0	Off
1	On

Output Size Defaults

Output Size 1 to 8 (The default settings are as follows in order from the Output Size button 1, 35 or A3 landscape, 21 or A4 landscape, 85 or A4 portrait, 10 or A5 landscape, 30 or B4 landscape, 13 or B5 landscape, 34 or 11 by 17 landscape, 20 or 8.5 by 11 landscape)

Setting	Description	Setting	Description
4	A6 SEF	9	5.5 x 8.5" SEF
68	A6 LEF	73	5.5 x 8.5" LEF
7	B6 SEF	20	8.5 x 11" SEF
71	B6 LEF	84	8.5 x 11" LEF
10	A5 SEF	28	8.5 x 13"
74	A5 LEF	29	8.5 x 14"
13	B5 SEF	33	11 x 15"
77	B5 LEF	34	11 x 17"
21	A4 SEF	31	8k
85	A4 FEF	52	16k SEF
30	B4	116	16k LEF
35	A3	54	Photo L (3.5 x 5")
		6	Photo 2L (5 by 7")

Reduce/Enlarge Presets

R/E Presets 1 to 7 (The default settings are as follows in order from the R/E Presets button, 1, 50.0% in 3, 70.7% in 7, 81.6% in 8, 86.6% in 9, 115.4% in 10, 122.4% in 11, 141.4% in 13)

Setting	Description	Setting	Description
1	25.0%	10	115.4%
2	35.3%	11	122.5%
3	50.0%	12	129.4%
4	57.7%	13	141.4%
5	61.2%	14	163.2%
6	64.7%	15	173.2%
7	70.7%	16	200.0%
8	81.6%	17	282.8%
9	86.6%	18	400.0%

Others

3. Memory Full Procedure (The default setting is 0)

Setting	Description
0	Disabled (Discard stored documents)
1	Enable stored data

4. Maximum Stored Pages (The default setting is 999)

Setting	Description
1 to 999	The maximum number of stored pages for scanning.

5. Maximum E-mail Size (The default setting is 0)

Setting	Description
0	Free Access
1 to 999	Set the maximum data size in 1MB increments.

8. Color Space (The default setting is 0)

Setting	Description
0	Output by sRGB.
1	Output by device RGB.

Quick Start Guide

Administration Setting
Scan Mode Part 2 of 2



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