Package contents:

- Film & photo scanner
- USB cable
- Negative film holder
- Positive holder
- 4 in 1 photo tray (with brackets)
- OCR CD (not pictured)
- AC/DC adaptor (not pictured)
- User manual (this manual)
- 4GB SD card

General notes:

- Do not expose this product to water or any moisture.
- Do not disassemble this unit.
- To prevent the risk of electric shock, do not remove cover.
- Do not block ventilation openings as this could cause unit to overheat.
- The scanner should be stored and used away from high sources of heat such as radiators, fires and ovens.
- Clean the glass of the slide holder using a clean, dry, non-alcohol cotton swab. Wipe over the body of the unit using a clean dry cloth.
- The USB cable should be unplugged from your computer when not in use.
- Overloading the USB connections on your computer will seriously diminish the operational capacity of the device.
- If the unit fails, please return to the retailer or have it reviewed by a qualified service engineer.
- The design of the film holder follows ISO standards (International Organisation for Standardisation). In some cases the holes on the film will not exactly match the alignment of the holder. In this case there will be a small black line on the edge of the frame. This can be easily cropped out using photo edit software.
- In the interest of conserving energy and protecting the environment, the device will power off automatically after 30 minutes.

Note: The unit does not power off automatically whilst in playback or USB mode.

- Please unplug the adaptor from the mains when not in use.

Loading slides:

- Hold up the slide to the light with the trademark side of the slide away from you. Look through the slide and it should appear normal (not a mirror image). Looking at the same side, turn the slide so the image is upside down.
- Open the slide holder and place the slide into the recessed area. The slide should fit comfortably into place.
- Close the slide holder and insert into the slot on the right hand side of the scanner.
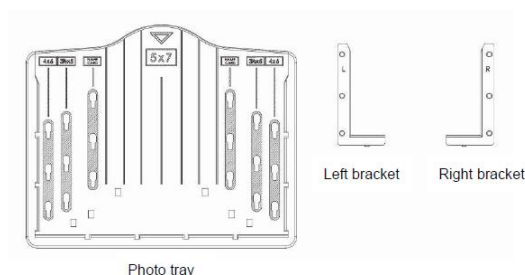

Loading negatives:

- Hold the negative toward the light. You should be able to read the small negative numbers (not a mirror image).
- Looking at the same side, turn the negative so that the image is upside down.
- Open the negative holder and place the negative into the holder so that the notches line up with the notches on the holder.
- Close the slide holder and insert the negative carriage into the slot on the right hand side of the scanner.

 Note: Handle your slides and negatives with care. Any dust, scratches or fingerprints will show up on your saved images. Remove dust from slides and negatives using compressed air. This can be purchased from your local electronics retailer or photographic supplier.

Loading photos:

Left bracket   Right bracket

Photo tray

- Position the brackets according to the marked dimensions on the photo tray.
- Place the brackets into the slots and slide the brackets downwards to secure.
- Check the brackets are securely fastened by turning the photo tray upside down. The brackets should not fall off.
- Insert the photo into the appropriate sized tray (5"x7" (5R), 4"x6" (4R), 31/2"x 5" (3r), name card.
- Insert the photo tray into the slot from the top of the photo scanner.
- Use the OCRD CD to organise name cards.
- Name cards will capture a standard dimension of 9.1x 5.5cm (91mm x 55mm).
- The scanned image will have a slight border around the name card.

Note: Handle photos with care. Any dust, scratches or fingerprints will show up on your saved images.

General operations:
Quick start

- Either connect the USB cable to a PC or via the 5V adaptor.
- Press the power button to turn the unit on.

Note: When the film or photo scanner mode is selected, the relevant LED on the top of the unit will be on.

- Place your slide/negative or photo into the relevant holder. Insert these into the corresponding slot on your device.
- Follow the menu on screen for scanning.

Note: The scanner has a built-in memory for saving data, however, when a memory card is inserted the device will save to the card.

- The scanner can read pictures from PC or USB.
- When working in either mode, please ensure to slide both switches to the correct placement. Left for film and right for the photo scanner.
- A notification will appear on screen as a reminder to carry out the following:
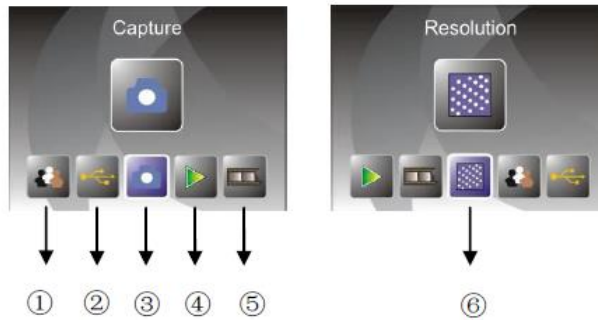
1. Photo: push both sliders to the right

> 1. Push the slider above to the right (photo scanning)
> 2. Please remove film tray for photo scanning
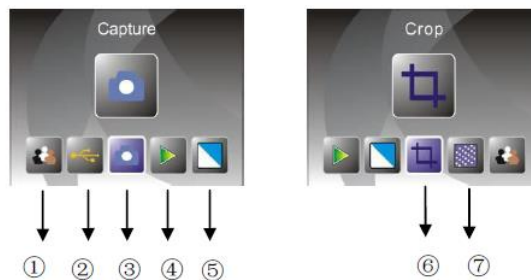
2. Film: push both sliders to the left.

> Push the slider above to the left (film scanning)

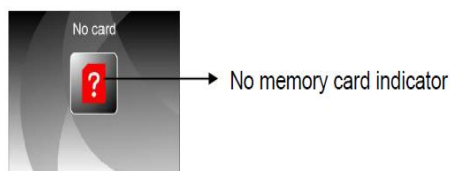- When the film scanner mode is selected, the following menus will appear:

Head Office, 11 Bridge Street,
Bishop's Stortford CM23 2JU
Tel: 0844 482 4400*
Fax: 01279 756595
www.coopersofstortford.co.uk

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*Calls cost 7 pence per minute plus your telephone company's network access charge.

1 = Language mode
2 = USB mode
3 = Capture mode
4 = Playback mode
5 = Film type
6 = Resolution

- When the photo scanner mode is selected, the following menus will appear:

1 = Language mode
2 = USB mode
3 = Capture mode
4 = Playback mode
5= Effect: multicolour or B&W
6 = Crop resolution: 5"x7" (5R), 4"x6" (4R), and 3 1/2"x 5" (3R), name card
7 = Resolution

- If there is no memory card inserted into the device, a warning icon will be shown when selecting the main menu.

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Adjusting brightness and colour of image

- You can adjust the brightness and the colour of an image in capture mode.
- When in capture mode, press Enter button. The following screen option will appear: EV means brightness; R = red, G = green, b = blue
- Press Enter to switch, left/right to adjust and scan to preview image.

Mirror/ flip

- To flip or mirror any image before capture, press left/right button.
- The live view will be adjusted accordingly. This step is handy if you have put the film or photo into the carriage upside down.
- Press left button to change image from left to right and right button to flip upside down image.

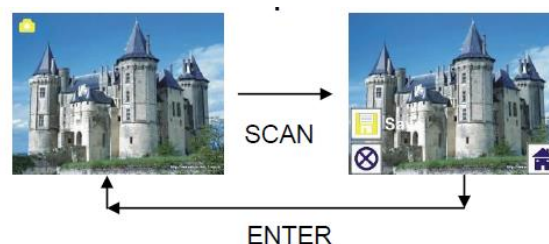**Note:** Mirror and flip function can only be used whilst in the live view mode.
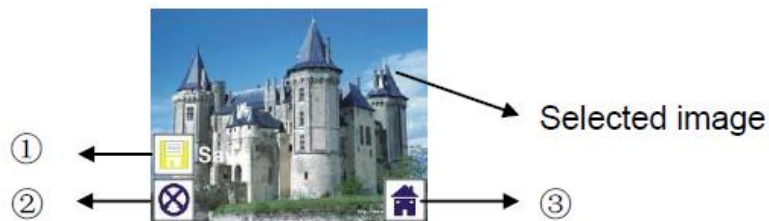
Capture mode

live view indicator

- In capture mode, there will be an icon at the top left corner of the screen to indicate it is in live view mode.

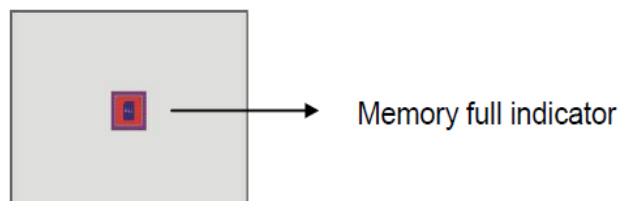## Live view- capture/ edit menu

SCAN

ENTER

- Press scan button in live view, the edit menu will appear.
- Press enter and the current image will be saved to the internal memory or memory card (if one is inserted). Once saved, the display will return to live view again.

Capture - save, cancel or home

1= Save captured image
2 =Cancel editing to image
3 =Home takes you back to main menu

- Press scan button in live view, the preview (live view) image will be selected and shown on the screen in 1-2 seconds. The save, cancel and home icons will also be displayed alongside the image.
- Press left/right buttons to navigate through options.
- Selecting the cancel button will cancel any editing on the selected image, and will return user to live mode (nothing will be saved).
- Selecting the home button followed by Enter or mode will return the user to the main menu.
- Selecting save followed by the Enter button will save changes made to your image.
- Once finished in edit mode, press the enter button to return to capture mode/ live view. You can then move to the next image for editing.
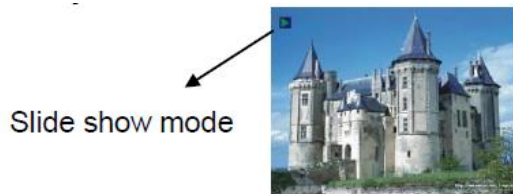

- Once the internal memory of the scanner is full, the above icon will be shown on screen.
- Empty internal memory by downloading your images to a PC, or use an empty memory card to save your images to PC.

Playback mode

- Scroll through selection and press enter to confirm selection.

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Playback: audio slide selection

Slide show mode

- Only images captured by the film and photo scanner are available in playback mode.
- The screen will automatically display all images stored in the internal memory or memory card with 2 second intervals between each.
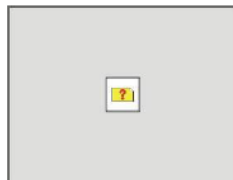- Stop slideshow mode by pressing Enter button.

Playback: edit menu

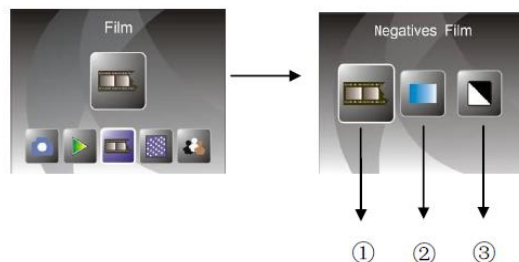- Follow the below instructions to rotate and delete images.

① ← Exit → ④
② ← → ⑤
③ ← → ⑥

① Rotate +90: captured image rotate +90 degrees
② Rotate −90: captured image rotate −90 degrees
③ Delete: delete this picture stored in internal memory or memory card
④ Exit: return to Slide show mode
⑤ Save: save the modified image to internal memory or memory card
⑥ Home: return to main menu

Playback: no picture

- If there is no picture to view in playback mode, the above symbol will appear.

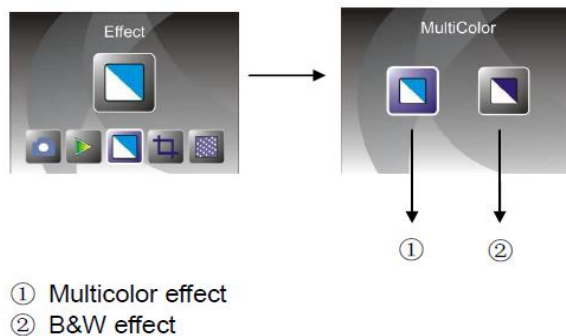## Film type

Film   Negatives   Film

① ② ③

1 = Negative film

2 = Slides

3 = B&W

- When the film scanner mode is selected, you can change the film type by scrolling through film options and pressing enter to confirm your selection.
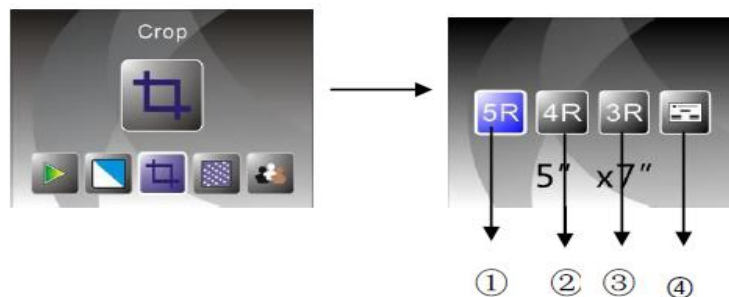
Effect

- When the photo scanner mode is selected, you can change colour effect by scrolling through to the effect option from the main menu. Press left/right buttons for effect and press Enter to confirm your selection.
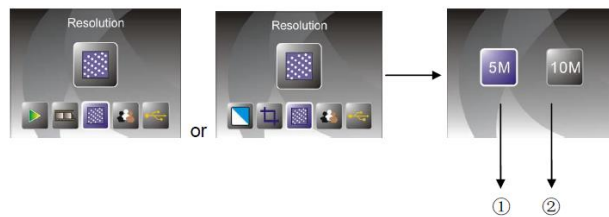

① Multicolor effect
② B&W effect

Crop proportion

- Select the crop option from the main menu.
- Scroll left/right to select size option, then press enter to confirm your selection.

1 = 5R (5" x 7") crop proportion

2 = 4R (4" x 6") crop proportion

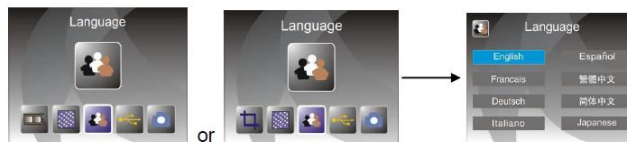3 = 3R (31/2" x 5") crop proportion

4 = Name card proportion

Resolution

- Select the resolution option from the main menu.
- Select 1 or 2, then press Enter to confirm your selection.
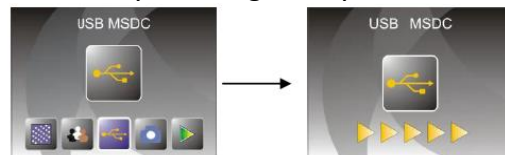
1 = 5M resolution
2 = 10M resolution

Language
- Select the language option from the main menu.
- Scroll through language options, then press Enter to confirm your selected language.

USB mode
- To use USB mode, remove the memory card and attach the USB cable to the scanner and your computer.
- Press the mode button to access the main menu, scroll through the list of options, then press enter to confirm your selection.
- You can review or edit your images on your PC in this mode.

Troubleshooting
- **Question**
  There is an unwanted stripe appearing at the edge of the image.
- **Answer**
  Try adjusting the slide holder until the stripe is no longer visible.
- **Question**
  The device cannot connect to the computer.
- **Answer**
  Check if the USB cable is connected correctly to the USB port of the computer. If this does not work, try connecting it to the USB port on the motherboard.
- If issues persist, contact our customer service team on the number given at the bottom of this manual.

Technical Specification

Lens	2G3P F/NO=3.97, f=4.04 Film Range: 51:5mm, F/NO = 4 f=3.93 Photo Range:170mm
Sensor	5.1 mega pixels CMOS sensor
LCD	2.4 inch LTPS LCD display
External memory	SD/MMC
Exposure	Auto
Colour Balance	Auto
Scan high resolution	10M interpolation resolution
Data conversion	12 bits per colour channel
Scan method	Single pass
Light source	Backlight panel
LED light lifetime on/ off	10000 times
Power	Powered from USB/5V adaptor
Interface	USB 2.0
Dimension	220 x 208 x 147 mm
Weight	890g
Language	English, French, German, Italian, Spanish, Traditional Chinese, Simplified Chinese, Japanese

Disposal

- Dispose of all paper, cartons and plastic in accordance with your local recycling regulations. At the end of the product's lifespan please dispose of it at an authorised household waste recycling centre.

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