



Kodak

Picture Saver Scanning System PS450

Administrator's Guide

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Safety

User Precautions

- Place the scanner on a sturdy, level work surface capable of supporting 5.5 kg (12 lbs).
- Do not install the scanner in a location subject to dust, humidity or steam. This may cause electrical shock or a fire. Only use the scanner and power supply indoors in a dry location.
- Make sure the electrical power outlet is located within 1.52 meters (5 feet) of the scanner and is easily accessible.
- Use only the power cord that was provided with the scanner. Using any other power cord may cause electrical shock and/or damage the product.
- Be sure the power cord is securely plugged into the wall outlet. Failure to do so may cause electrical shock or fire.
- Do not damage, knot, cut or modify the power cord. This may cause electrical shock or fire.
- The scanner requires a dedicated power outlet. Do not use an extension cord or power strip with the scanner.
- Use only the AC adapter that is supplied with the scanner. Do not use the scanner's AC adapter with any other product.
- Leave sufficient space around the power outlet so it can be easily unplugged in case of an emergency.
- Do not use the scanner if it becomes inordinately hot, has a strange odor, emits smoke, or makes unfamiliar noises. Immediately stop the scanner and disconnect the power cord from the power outlet. Contact Kodak Service.
- Do not disassemble or modify the scanner or the AC power adapter.
- Do not move the scanner with the power cord and interface cable attached. This may cause damage to the cord/cable. Remove the power cord from the wall outlet before moving the scanner.
- Follow the Kodak recommended cleaning procedures. Do not use air, liquid or gas spray cleaners. These cleaners displace dust, dirt and debris to another location within the scanner, which may cause the scanner to malfunction.
- Material Safety Data Sheets (MSDS) for chemical products are available on the Kodak website at: www.kodak.com/go/msds. When accessing the MSDSs from the website, you will be required to provide the catalog number of the consumable you want the Material Safety Data Sheet for. See the section entitled, "Supplies and consumables" later in this guide for supplies and catalog numbers.

Environmental information

- The *Kodak* Picture Saver Scanner PS450 is designed to meet worldwide environmental requirements.
- Guidelines are available for the disposal of consumable items that are replaced during maintenance or service; follow local regulations or contact Kodak locally for more information.
- For recycling or reuse information, contact your local authorities, or in the USA, go to www.kodak.com/go/recycle.
- Product contains mercury. Dispose according to Local, State and Federal laws.
- The product packaging is recyclable.
- Parts are designed for reuse and recycling.
- The *Kodak* Picture Saver Scanner PS450 is Energy Star compliant and is shipped from the factory with the default time set to 15 minutes.

EMC statements

United States:

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at their own expense.

EMC statements: Payment Device

United States Compliance Statement

The radiated energy from this product is well below the FCC radio frequency exposure limits. Nevertheless, the product shall be used in such a manner that the potential for human contact during normal operation is minimized. This product and any attached external antenna, if supported, shall be placed in such a manner to minimize the potential for human contact during normal operation. In order to avoid the possibility of exceeding the FCC exposure limits, human proximity shall not be less than 20 cm (8 inches) during normal operation.

Canada Compliance Statement

Industry Canada (IC) Radiation Exposure Statement

This equipment complies with IC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with a minimum distance of 20 cm between the radiator and your person.

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1 Introduction

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The *Kodak* Picture Saver Scanning System PS450 allows your customers to easily digitize and enhance photos and documents. The *Kodak* Picture Saver Scanning System PS450 Software combined with the *Kodak* Picture Saver Scanner PS450 allows you to scan photos and documents, remove red eye, retouch and rotate images and apply image sharpening. Once the photos and documents are scanned, the system will save images in industry-standard JPEG files on either CD/DVD/*Kodak* Picture CD or

USB flash drive (not all may be available for use on this system, check with the local administrator to see what features are available).

Once the photos are scanned and saved on the desired media, the images can be used in a variety of ways: printed, emailed, or uploaded to the *Kodak* Gallery or other photo management system for sharing and various creative uses such as calendars, photo books or slide shows.

This Administrator's Guide provides information on how to setup, use and maintain the *Kodak* Picture Saver Scanning System PS450.

Supporting documentation

In addition to this Administrator's Guide the following documentation is also available. These documents are also available on the Installation CD.

- **Installation Guide** — provides a step-by-step procedure for installing the scanner.
- **Reference Guide** — provides easy visual steps for using the PS450 Scanner. Keep this guide close to the scanner so your customers can use it as an easy reference.

The following guides are for advanced users:

- **Smart Touch User's Guide** — provides information and procedures on how to use Smart Touch functionality. This guide is installed on your PC during installation of the software.

Accessories

- **Kodak A4 Flatbed Accessory** — the *Kodak A4 Flatbed* adds scanning capability for exception photos (e.g., badly torn or very fragile photos, severely curled photos, etc.), bound albums, scrapbooks and documents up to 219 x 300 mm (8.62 x 11.81 inches). CAT No. 167 7288
- **Kodak Black Background Accessory for A4 Flatbed** — this flatbed cover can be used if you are scanning photos with primarily a white background and you want a defined black border on your images. CAT No. 863 6870
- **Kodak A3 Flatbed Accessory** — the *Kodak A3 Flatbed* adds scanning capability for exception photos (e.g., badly torn or very fragile photos, severely curled photos, etc.), bound albums, scrapbooks and documents up to 302 x 461 mm (11.92 x 18.15 inches). CAT No. 179 6747
- **Kodak Picture Saver Scanning System PS450 Internal USB Port** — the Internal USB port can be installed in the host PC, and has an internal USB connector, so that the USB software dongle can be installed inside the PC, thus protecting it from theft.

What's in the box

Before you begin, verify that you have all of the components of the system:

- *Kodak* Picture Saver Scanner PS450
- *Kodak* Picture Saver Scanner PS450 Output Tray
- Payment Device for the *Kodak* Picture Saver Scanning System PS450

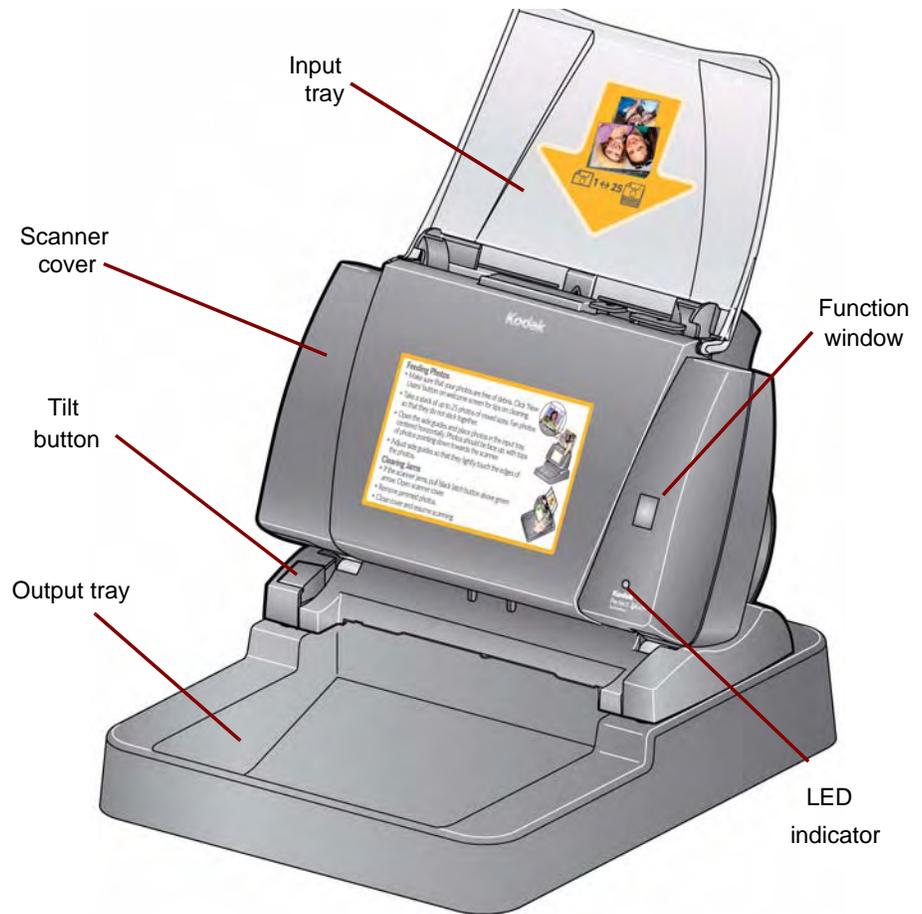
In addition, your system may include a Scanning Event Promotion Kit in a separate carton.

Before you continue open the scanner box and check the contents:

- *Kodak* Picture Saver Scanner PS450
- Input tray
- Pre-separation pad, for use in document scanning
- *Kodak* Gentle Photo Separation Module
- USB 2.0 cables (2)
- Power supplies
- US/C AC power cords
- USB software dongle
- USB extender cable
- Tether
- Sample Cleaning Kit
- Dust cover
- Welcome Folio which includes:
 - Installation CD including:
 - *Kodak* Picture Saver System PS450 Software
 - Smart Touch software for use in document scanning
 - Picture Saver System Scanner driver software
 - Printed Administrator's Guide, English
 - Printed Reference Guide (English/Spanish, English/French)
 - Installation Guide
 - Read Me First
 - Flatbed stickers
 - French and Spanish instruction labels (*can be applied over the English label on the front of the scanner*)
 - Service & Support Contact Information sheets
 - Miscellaneous flyers

Scanner components

Front view



Scanner cover — provides access to internal components; such as, the imaging area and the feed and separation modules.

Tilt button — allows you to rotate the scanner into a middle or downward position. The scanner should be left in the middle position for scanning photos.

LED Indicator — illuminates or flashes indicating scanner status.

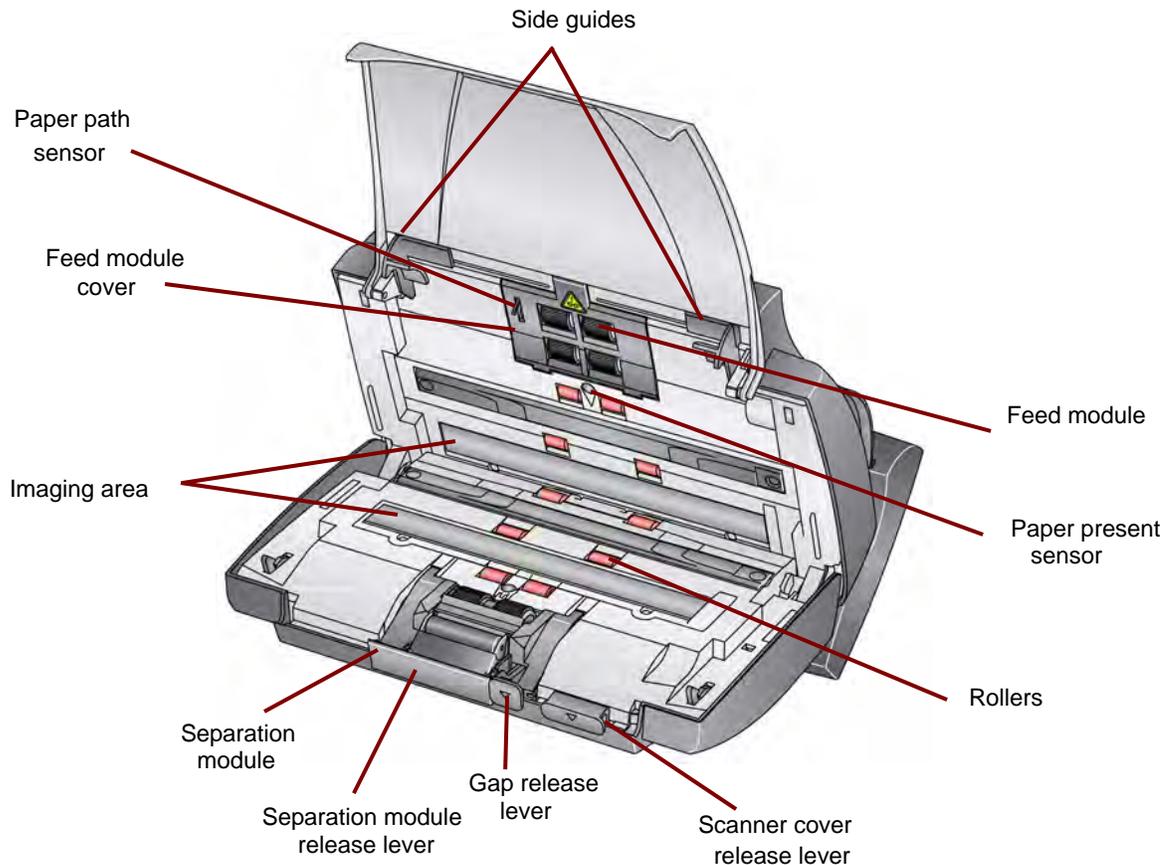
- **Steady green:** ready to scan
- **Flashing green:** preparing to scan
- **Steady red:** scanner not communicating with the PC
- **Flashing red:** error indication such as, *Scanner Cover Open*, in conjunction with the Function window displaying an “E”.
See Chapter 8, *Troubleshooting* for error code descriptions.

Input tray — holds photos or documents.

Output tray — holds photos after they are scanned.

Inside view

To provide a clear view of inside components, the output tray is not shown in this illustration.



Side guides — slide the guides back and forth to accommodate the size of photos you are scanning.

Paper path sensor — tracks the movement of paper and photos through the scanner.

Feed module cover — this cover needs to be removed when cleaning or replacing the feed module or feed module tires.

Feed module, rollers and **separation module** — provides smooth feeding and separation of various sizes, thicknesses and textures of photos.

Imaging area — for optimum image quality, keep the imaging area clean.

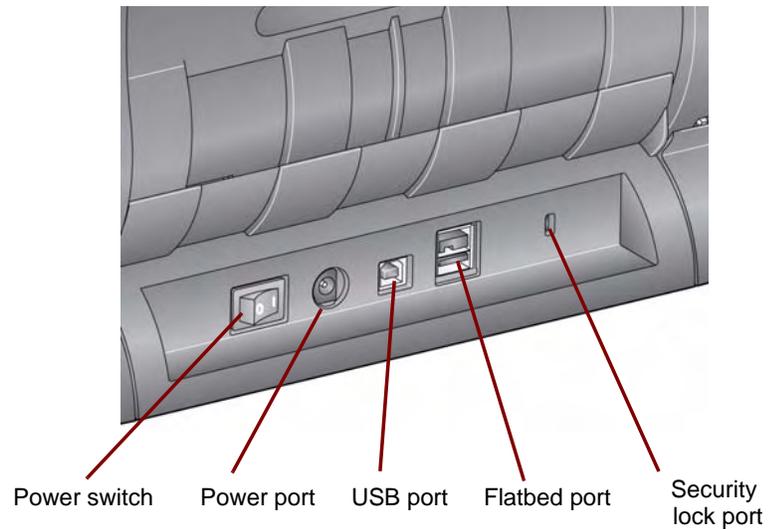
Separation module release lever — push this lever down to release the separation module for cleaning or replacement.

Gap release lever — allows you to manually adjust the space between the feed module and separation module for photos that require special handling, e.g., photos that are badly torn.

Scanner cover release lever — opens the scanner to allow access to the paper path for cleaning or clearing a jam.

Paper present sensor — detects the presence of photos or documents in the input tray.

Rear view



Power switch — turns the scanner on and off.

Power port — connects the power cord to the scanner.

USB port — connects the scanner to the PC.

Flatbed port — connects one of the optional flatbed accessories to the scanner.

Security lock port — connects a security lock to the scanner (similar to the security lock port used for a laptop). You can purchase a standard security lock at an office supply store. Refer to the instructions provided with the security lock for installation procedures.

2 Installation

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Installing the system

This section provides detailed information of the *Installation Guide* that is provided with your scanner. Follow these steps in the order they are provided to install your system.

NOTE: If you have already performed all of the steps in the *Installation Guide*, skip this section.

- Be sure you have administrator rights. The Picture Saver Scanning System application must be installed under **Administrator** and run under **Administrator** if running in lock-down mode. It can be run under **Administrator** or **Standard** groups if not running in lock-down mode.
- Power down any scanners attached to the PC before installing the Picture Saver System Software application.
- Install the software before connecting the scanner to the PC.
- Be sure you have administrator rights. The Picture Saver Scanning System application must be installed under **Administrator** and run under **Administrator** or **Standard** groups.
- Close any currently running applications.
- Close any currently running applications that use a USB software dongle before starting the *Kodak* Picture Saver Scanning System PS450 installation.
- Close any scanning applications including the Scan Validation Tool and Smart Touch.
- Remove any USB software dongle connected to the PC.
- An Internet connection is necessary to complete Product Registration.

NOTE: If an Internet connection is not available, contact Kodak Support (refer to Chapter 8, "Contact information").

- Access to a cellular wireless network is required to activate and use the credit card reader:
 - US installation: AT&T Mobile Broadband
 - Canada installation: Rogers Wireless
- If you are using the optional internal USB port, install it in your PC before installing the software. The Internal USB Port Accessory comes with a half-height mounting bracket. If you are installing it in a full-height PC, remove the bracket. After the internal USB port is installed, do not close the PC cabinet until you have installed the USB software dongle. See the section entitled, “Turning on the scanner”.

Installation notes regarding Windows 7 and Windows XP

Windows 7

If you are installing on Windows 7, the following message will be displayed after installing the software and turning on the scanner.



This message is displayed because Windows 7 is looking for the drivers on the Internet at a Microsoft website even though the drivers are part of the *Kodak* Driver Software installation. This process can take several minutes. To prevent this from happening, you can click on the **Skip obtaining driver software from Windows update** link.

Windows XP

If you are installing on Windows XP, the screen below will be displayed as part of the new Microsoft Feature Pack for Storage 1.0 software. This may be misleading because it says that it is for Blu-Ray.

- Click **Next** on this message. This software needs to be installed for CD/DVD burners for the Burn CD/DVD feature to work on XP.

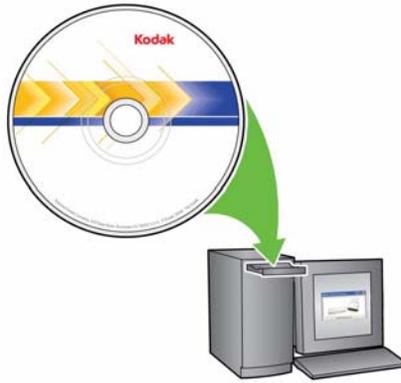


Installing the *Kodak* Picture Saver System Software

1. Insert the *Kodak* Picture Saver System Software PS450 Installation CD in the CD-ROM drive. The installation program starts automatically.

NOTE: If the installation does not auto start, access the drive where the CD is inserted and browse to the INSTALLSTW.exe file on the root directory of the CD.

2. Select **Install Language**.



3. Click **Next** when the Welcome screen is displayed.
4. Click **Next** after you have read and agreed with the terms of the Software License Agreement.
5. If you want to store the scanned images in the c:\Scanned_Pictures default directory, click **OK**. Otherwise, use the Browse panel to select the desired directory, or type the full pathname of the directory. When finished, click **OK**.

Several progress messages will be displayed.

NOTES:

- When installing on Windows Vista or Windows 7, you may be prompted to allow sections of the installer to run. Select **Run** to install.
- If the correct version of .NET Framework is not installed, a message box will be displayed stating that it is being installed. This installation can take several minutes.
- If the correct version of Microsoft C++ redistributable runtime library is not installed, a message will be displayed to install the software. **Do not cancel the installation process.**
- Windows XP users may be asked to install Microsoft Feature Pack for Storage. Select **Yes** to install.

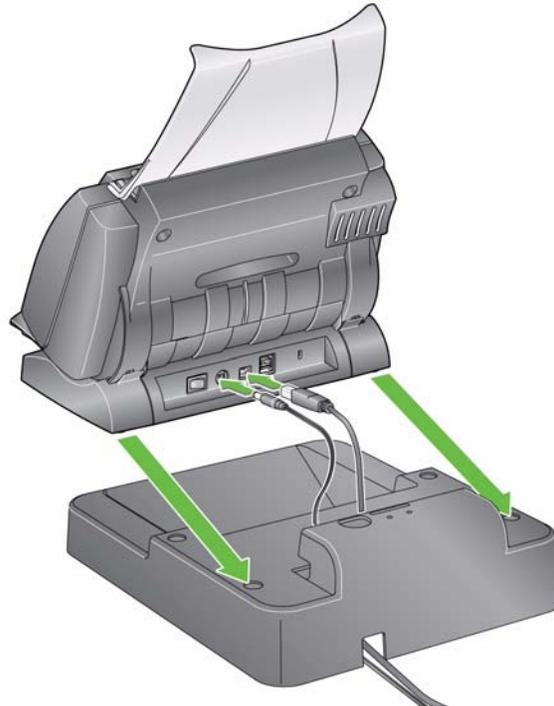
- During installation you will see a Screen Saver pop-up. The screen saver that is installed includes both video and sound, and will educate users about the value and capabilities of the *Kodak* Picture Saver Scanning System PS450. Enter the desired screen saver timeout and click **OK**. The default value is the current screen saver timeout set on your PC. After installation, you can go into your PC's Control Panel **Sounds and Audio Devices** controls to adjust the sound volume for the area where the system is located.
6. Picture Saver Scanning System installation includes a required Product Registration step. Product registration must be completed to use the Picture Saver Scanning System software application. An Internet connection is required to complete Product Registration. If you do not have an Internet connection, contact Kodak Support (refer to Chapter 8, "Contact information").

NOTE: You will need the scanner serial number for product registration. The scanner serial number is located on the bottom of the scanner and on the shipping carton.
 7. Click **Finish** when the installation is complete.
 8. Remove the Installation CD from the CD-ROM drive. The Picture Saver System application shortcut will be placed on your desktop.
 9. Restart the PC.

Installing the scanner

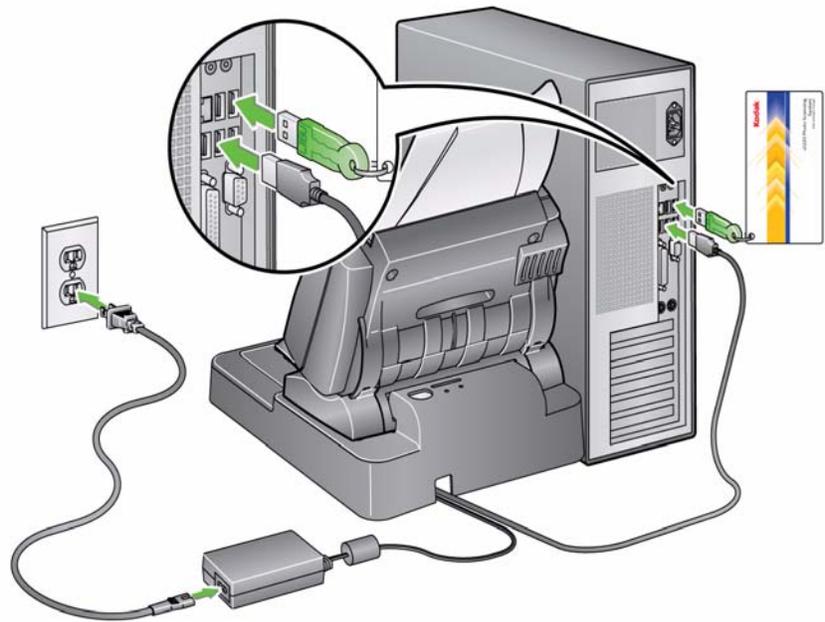
When the Picture Saver System Software has been installed, connect the power supply, power cord and USB cable that were packed in the scanner box to the scanner. Refer to the illustration in Step 7 for making proper connections. Make sure the power outlet is located within 1.52 metres (5 feet) of the scanner and is easily accessible.

1. Select the AC power cord packed with your scanner.
2. Attach the power cord you selected to the power supply.
NOTE: Be sure that the power cord is securely attached to the power supply.
3. Pass the output power cord from the power supply through the output tray (see illustration in Step 5). Then plug it into the power port on the scanner.
4. Pass the USB cable through the output tray (see illustration in Step 5). Then attach the cable to the scanner USB port, located on the back of the scanner.
5. Set the scanner on top of the output tray matching the pegs and holes until it sits securely in place.



6. Plug the other end of the power cord into the wall outlet.

7. Attach the other end of the USB cable into the proper USB 2.0 port on your PC.



Installing and activating the credit card reader

NOTE: Phone contact with USA Technologies is required before setup of the credit card reader can be completed. Follow the steps below.

1. Select the power supply for the payment device and the associated power cord that was packed with the payment device.

2. Attach the power cord to the power supply.

NOTE: Be sure that the power cord is securely attached to the power supply.

3. Remove the label covering the power port on the payment device. Note the orientation of the plug on the output power cord has the flat side facing upward as shown in the illustration in Step 8.

4. Plug the output power cord from the power supply into the power port on the payment device, with the flat side of the connector facing upward.

5. Plug the other end of the power cord into the wall outlet.

6. If you have a Model 5897 payment device continue with Step 6; otherwise go to Step 7.

Model 5897 (United States only)

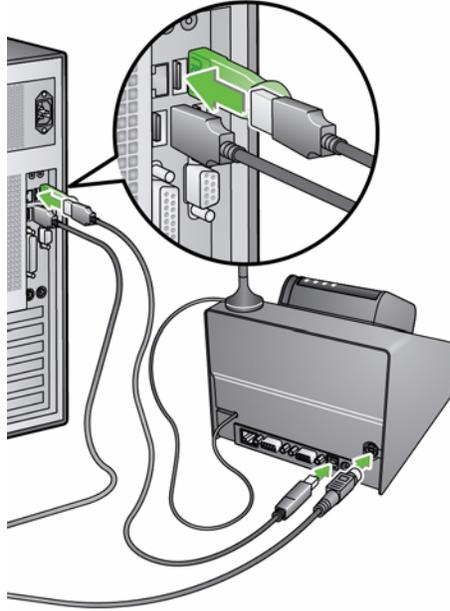
When the payment device powers up, a series of LEDs to the left of the yellow END button indicates the strength of the cellular signal:

RED	YELLOW	GREEN	BLUE
			
Fail	Pass	Good	Excellent

Place the antenna on a magnetic surface (such as the case of the credit card reader) and adjust its position for the strongest possible signal.

7. Attach the USB cable into the USB port on the payment device, located on the back of the payment device.

- Attach the other end of the USB cable to the proper USB 2.0 port on your PC.



- Phone USA Technologies at 1-888-561-4748 to activate the credit card reader. The Customer Service representative will walk you through the process of setting up your merchant account, arranging for automatic transfer of funds, and enrolling in any of the available reporting services, as you choose. When you call, you will need the serial number of the swipe module, which is shown on the display when the unit is powered up.

Model 5897 (United States): After your payment device is activated, the display and the blue chase lights above the display will indicate the status of the device as follows:

Blue chase lights	Messages	Meaning
Left to right	<ul style="list-style-type: none"> Welcome To ePort/Same As Cash Swipe A Valid Credit Card 	System is ready to accept a card and is set up correctly.
Right to left	<ul style="list-style-type: none"> Welcome To ePort/Same As Cash Swipe A Valid Credit Card 	System is ready to accept a card but the signal strength is marginal.
No lights	<ul style="list-style-type: none"> Currently Unable To Accept A Card 	System is not ready to accept a card.

Model 5898 (Canada): After your payment device is activated, the display and the blue chase lights above the display will indicate the status of the device as follows:

Blue chase lights	Messages	Meaning
On	<ul style="list-style-type: none"> Welcome To ePort/Same As Cash Swipe A Valid Credit Card To Begin 	System is ready to accept a card and is set up correctly.
Off	<ul style="list-style-type: none"> Currently Unable To Accept A Card 	System is not ready to accept a card.

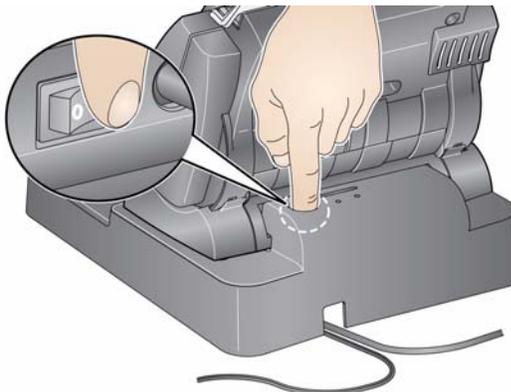
Installing the USB extender cable

If you want to give the user access to a USB port at a distance from the PC, you can use the USB extender cable.

1. Attach the USB extender cable to the proper USB 2.0 port on your PC.
2. Place the other end of the cable in the desired location.

Turning on the scanner

1. Press the button on the back of the scanner to the On (I) position.



When you turn on the scanner, the LED indicator on the front of the scanner will flash as the scanner goes through a series of self tests.

Please wait while the operating system synchronizes the scanner with the installed software.

When the installation process is complete and ready to scan, the LED indicator will stop flashing and stay green.

2. When scanner setup is complete and you are ready to scan photos, **either:**
 - insert the USB software dongle in a USB port on your PC. Wait for the USB software dongle to be recognized by your PC,

or

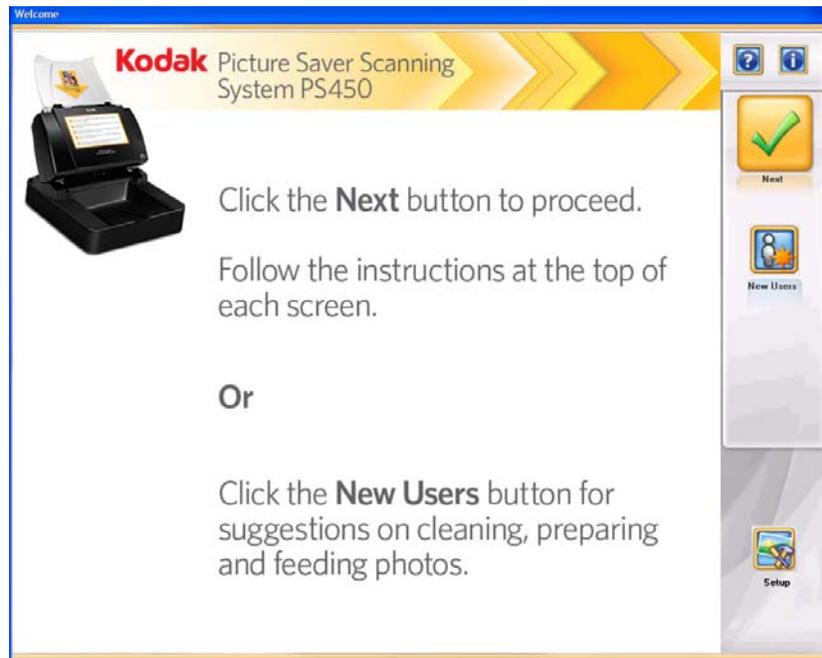
 - if you are using the Internal USB port accessory, insert the USB software dongle into the internal connector on the internal USB port. Be sure that the attached card does not affect the normal operation of your PC (obstruct air flow, etc.); you can remove this card if necessary. Wait for the USB software dongle to be recognized by your PC.

NOTE: DO NOT LOSE THE USB SOFTWARE DONGLE! THERE IS A FEE TO REPLACE THE DONGLE. IT IS RECOMMENDED THAT YOU ATTACH THE DONGLE TO THE SCANNER USB CABLE.

Starting the application software



- Double-click on the application shortcut on your desktop or select **Start>Programs>Kodak>KODAK Picture Saver System>Picture Saver System PS450**. The Welcome screen will be displayed. This screen describes how to start scanning and how to get tips on cleaning, preparing and feeding photos.



Exiting the application software

The customer cannot exit the application software. Only the administrator can exit the application as described in Chapter 3, "Administrator Options screen".

3 Setting Administrator Options

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This chapter describes the screens and icons that are available when setting up the *Kodak* Picture Saver Scanning System PS450.

All screens within the *Kodak* Picture Saver Scanning System PS450 provide the following:



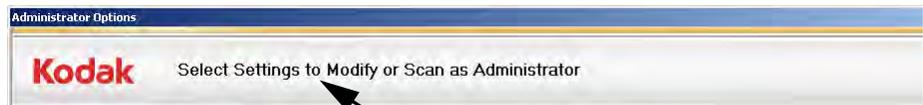
About icon displays the software version and copyright information.



Help icon displays detailed information about the step in process.

Most buttons and icons have “hover” help which provides more detailed information.

A message area is provided on all screens below the title bar.

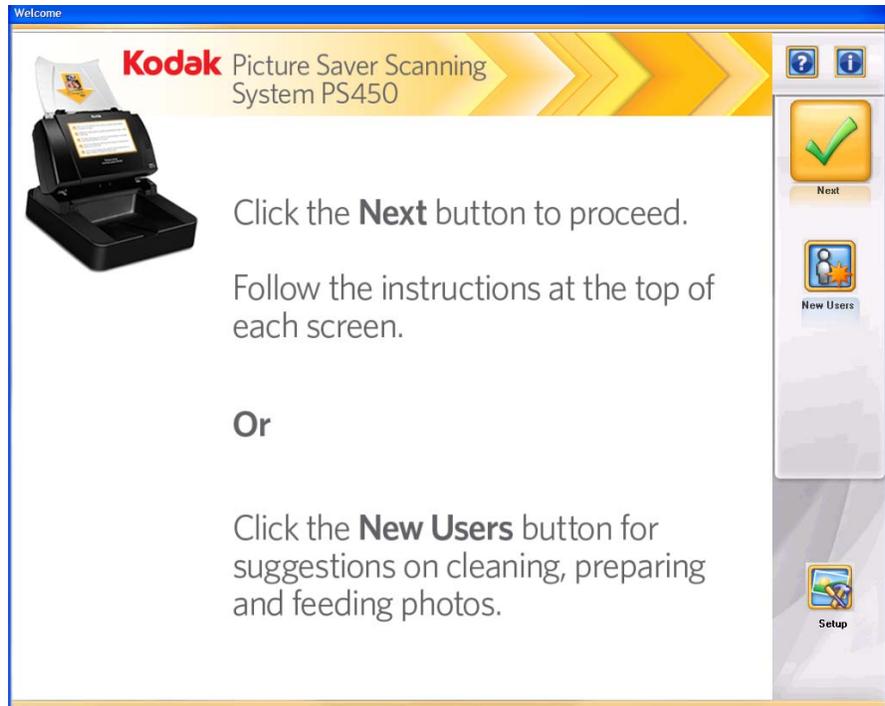


Messages are displayed in this area

Welcome screen

When you launch the Picture Saver Scanning System, the Welcome screen will be displayed. This is where you will access Administrator functions.

NOTE: If your display resolution is not set to 1024 x 768 or 1152 x 864, you will be required to accept a change to the screen resolution. This may require a system reboot to take effect.



The Welcome screen describes how to start an order and how to get detailed information about cleaning, preparing and feeding photos. The options that a customer will have available can be set by selecting the **Setup** button.

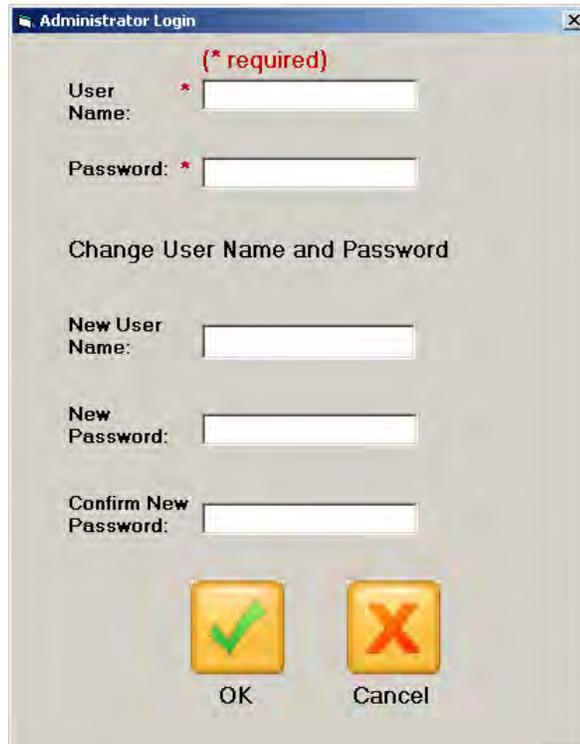
Next — the customer will click this button to start their order.

New Users — displays detailed information about how to clean, prepare and feed photos and documents for best results.

Setup — allows you to set up the options a customer will have available when scanning photos. When **Setup** is clicked, the Administrator Login screen will be displayed.

Administrator Login screen

You must login to administrator functions via the Administrator Login screen. You can also change the password using this screen.



The image shows a dialog box titled "Administrator Login". At the top, it says "(* required)". Below this, there are two input fields: "User Name:" and "Password:", both with a red asterisk to their left. Underneath these is the section "Change User Name and Password", which contains three more input fields: "New User Name:", "New Password:", and "Confirm New Password:". At the bottom of the dialog are two buttons: "OK" with a green checkmark icon and "Cancel" with a red X icon.

User Name (required) — enter your user name in this field.

Password (required) — enter your password in this field.

Change User Name and Password

New User Name — enter a new user name in this field. The User Name must be between 4 and 16 alpha-numeric characters.

New Password — enter a new password in this field. The password must be between 6 and 16 characters.

Confirm New Password — enter the new password again.

OK — accepts any changes and displays the Administrator Options screen.

Cancel — closes the Administrator Login screen without saving any changes.

NOTE: The default user name is “admin” and the default password is “password”. To protect system security, it is recommended that you change the user name and password from these values.

Administrator Options screen

This screen allows you to set up Scan, Price and System settings.



Scan Settings — displays the Administrator Scan Settings screen which allows you to set the Image Quality and Output options for customers.

Price Settings — displays the Administrator Price Settings screen which allows you to set the prices for scanning and adjust any pricing for image enhancement options (i.e., red eye removal, resolution, etc.)

System Settings — displays the Administrator System Settings screen which allows you to configure your system and choose how to manage customer orders.

Scan As Administrator — displays the Customer Order Information screen which allows you to open previous orders and begin new orders. Settings that are not available to the customer may be available to the administrator.

OK — accepts any changes and returns you to the Welcome screen.

Cancel — does not save any changes and returns you to the Welcome screen.

Exit Application — closes the *Kodak* Picture Saver Scanning System PS450. You may be prompted to reboot the PC; click **OK** to reboot.

Administrator Scan Settings screen

Use this screen to set up the default scan settings.



Default Order Settings

Image Cleaner Tool — when **On** is selected, the Picture Saver Scanning System will make every attempt to eliminate any streaks in the image during the scanning process. Applying the Image Cleaner Tool does not slow down the scanning process. Frequently, streaks in images are caused because the scanner has accumulated dust and dirt. Be sure your scanner is clean to help prevent streaks in images. When **Off** is selected, no attempt will be made to eliminate streaks.

Sharpen Images — when **On** is selected, edges in the scanned image will be sharpened. All photos within the batch (the stack of photos to be scanned) will be sharpened. When **Off** is selected, no attempt will be made to sharpen the image(s).

Transport Timeout — allows you to set the amount of time the scanner will wait after the last photo enters the transport before the transport motor stops. You can specify a time delay setting from 1 to 20 seconds to allow more time to insert the next photo or document into the current batch.

Customer Order Options

Output Media — determines whether files are partitioned to fit onto a **CD, DVD, KODAK Picture CD** or **USB Flash Drive** based on file size. Check all options that you want available to the customer.

Drive Letter — select the drive that your system assigns to the USB port that the customer can access.

NOTE: Remove any USB flash drives when making this selection, so that the system can properly detect the next available drive letter.

Resolution — 300 dpi resolution is always checked and available to the customer. Check **600 dpi** if you also want that resolution to be available to the customer. The Administrator Price Settings screen will allow you to select different prices for 300 and 600 dpi scans.

OK — accepts any changes and returns you to the Administrator Options screen.

Cancel — does not save any changes and returns you to the Administrator Options screen.

Administrator Price Settings screen

Use this screen to set up pricing options for scanned images and media.

All default prices are set to \$0.00, therefore you will need to set your pricing.

Business Name for Receipt:	
My Company Name	

Price per image		Price per media	
300 DPI	\$0.10	KODAK Picture CD	\$7.95
600 DPI	\$0.20	CD	\$4.95
Red Eye	\$0.05	DVD	\$9.95
KODAK Perfect Touch	\$0.05	USB Flash Drive	\$2.95

Currency		Price per Order	
USD		Fee per Order	\$0.00
Maximum Credit Order Amount	\$75.00	Tax Rate	8 %
Maximum Cash Order Amount	\$100.00		

Business Name for Receipt — enter the name of your business in this field (i.e., Johnson Branch). It will be shown on the receipt file that is created for each order and output to the selected media.

Price per image — allows you to set a price for 300 dpi, 600 dpi, **Red Eye** removal and **KODAK Perfect Touch**. If you do not want the default prices, you can enter the desired price in the appropriate field(s).

- **Red Eye**: removes the red eye in the scanned image. This option applies to color images scanned as color.
- **KODAK Perfect Touch**: automatically enhances the scanned images to deliver more vibrant colors, richer detail and fewer dark shadows.

Price per media — allows you to set a price for media that you sell: **CD, DVD, KODAK Picture CD** and **USB Flash Drive**. This can be a price for media that you sell, or a fee based on the type of media that the customer provides and uses. If you do not want the default prices, you can enter the desired price for each media type in the appropriate field(s).

NOTE: If you plan to allow customers to use their own media without any charge, you must enter a price of \$0.00 for that media type. Otherwise, the customer will be charged the price that you enter.

Currency — select the desired currency option. Choices are **USD** (United States dollars) or **CAN** (Canadian dollars).

Maximum Credit Order Amount: when you contact USA Technologies to set up your payment device, you will be asked to specify a maximum order limit. To cover their transaction fees, the actual limit will be \$2.00 less than the amount that you set up with USA Technologies; for example, if you set a \$25.00 limit with USA Technologies, the actual limit will be \$23.00.

When you set up your pricing structure on the Administrator Price Settings screen, enter the maximum pre-authorized credit card limit set up with USA Technologies in the *Maximum Credit Order Amount* field. The system will display this limit minus \$2 and prevent users from submitting orders that exceed this amount.

Maximum Cash Order Amount — allows you to enter the maximum amount of a cash order, up to \$650. The default amount is \$100. To set a different limit, enter the new amount in this field. *This field is only available if you have the optional Cash Payment Device Accessory. See Appendix B for more information.*

Price per Order

Fee per Order — allows you to enter a fixed charge for each order. This fee would be charged in addition to the cost of media and scanning images. It could also be used as an alternative to pricing on a per-scan basis. Tax is not applied to the fixed fee.

Tax Rate — enter the tax rate for your state or province.

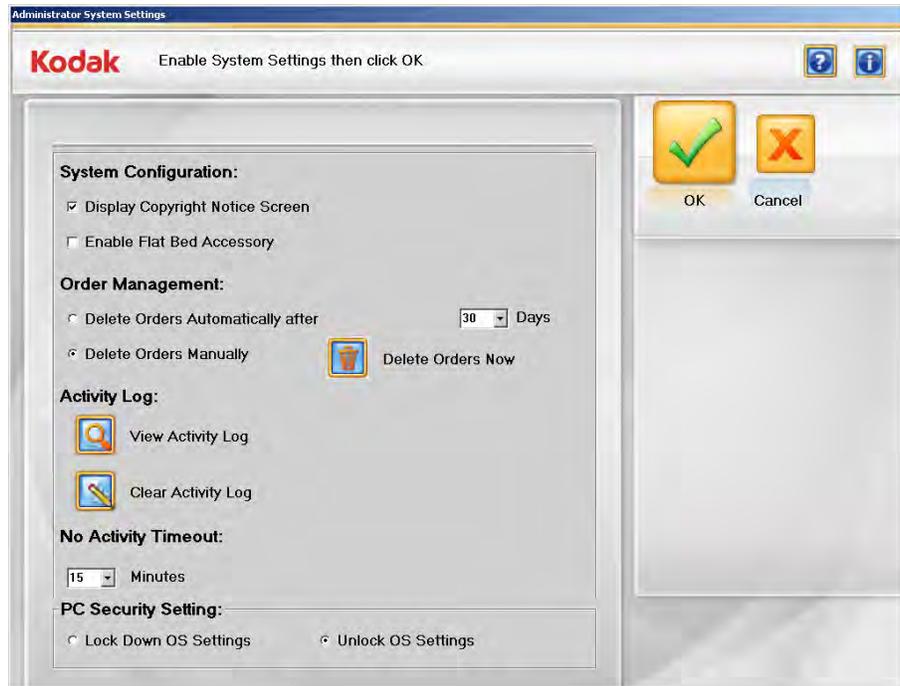
NOTE: If your customer does not pay sales tax or if you include sales tax in the price of scanning, you can set this rate to 0.

OK — accepts any changes and returns you to the Administrator Options screen.

Cancel — does not save any changes and returns you to the Administrator Options screen.

Administrator System Settings screen

Use this screen to set up the default system settings.



System Configuration

- **Display Copyright Notice Screen** — if this box is checked, a notice warning against scanning copyrighted material will be displayed before a customer starts scanning a new order.
- **Enable Flatbed Accessory** — if the optional *Kodak A3* or *A4 Flatbed Accessory* is directly attached to the *Kodak Picture Saver Scanner PS450*, checking this box will allow customers to use the flatbed to scan one photo at a time or exception (i.e., fragile) photos.

Order Management

- **Delete Orders Automatically after XX Days** — checking this option, will automatically delete orders that are more than the selected number of days old. **30 Days** is the default. Check this option and select a value from the drop-down list for the order retention period if you want the system to automatically delete older orders whenever a customer starts a new order. **30 Days** is the default retention period. A setting of **0** will cause the previous order to be deleted upon the start of the next order by the user.
- **Delete Orders Manually** — check this option if you do not want the system to delete orders automatically.
- **Delete Orders Now** — if **Delete Orders Manually** is checked, this option will be available. When you click this button the following message will be displayed, ***Do you want to delete customer orders now? This will delete all orders older than XX days.*** Click **Yes** to delete the orders or click **No** to close the message and clear the log at a later time.

NOTES:

- The value for XX is set in the drop-down box above the **Delete Orders Now** button.
- **It is the responsibility of the operators of the Kodak Picture Saver Scanning System PS450 to back up or delete customer orders from the hard drive as needed. Deleting files using the Kodak Picture Saver Scanning System PS450 does not completely remove the files from the PC. A file shredder or eraser should be used to completely remove files and folders so they may not be recovered or restored from the hard drive.**

Activity Log — the system records details of each completed transaction in an activity log file. Refer to the section entitled “Log files” in Chapter 8 for a detailed description of this file.

- Click the **View Activity Log** icon to display the activity log.
- Click the **Clear Activity Log** to clear the activity log. When you click this button the following message will be displayed, ***Do you want to clear the activity log now? This will delete all records in the activity log.*** Click **Yes** to clear the log, or click **No** to close the message and clear the log at a later time.

No Activity Timeout — set the amount of time before the system will terminate an in-process job and return to the Welcome screen after no customer or system activity has been performed. You can set a value from 5 to 60 minutes.

NOTE: Images scanned before the timer goes off will be saved. A 30-second warning will be given prior to the job being terminated.

PC Security Setting

NOTE: Any changes made in the PC Security Setting section will require a system reboot in order for the changes to take effect.

- **Lock Down OS Settings** — if this option is selected, the system will prevent the customer from accessing the Desktop, Start menu and Task Manager.

NOTE: If you check this option, be sure that the Picture Saver Scanning System PS450 application is in the Start up folder; otherwise, there will be no way to start the application.

- **Unlock OS Settings** — if this option is selected, the system will not prevent the customer from accessing the Desktop, Start menu and Task Manager. You may want to check this option if you already have lockdown software running on the host PC.

NOTE: You must run the application on an administrator level authority account to use Lockdown OS Settings and Unlock OS Settings, so these features will have the necessary permission to change system settings. Alternatively you may purchase 3rd party software to lock down the PC for kiosk mode operation.

OK — accepts any changes and returns you to the Administrator Options screen.

Cancel — does not save any changes and returns you to the Administrator Options screen.

Scan as Administrator

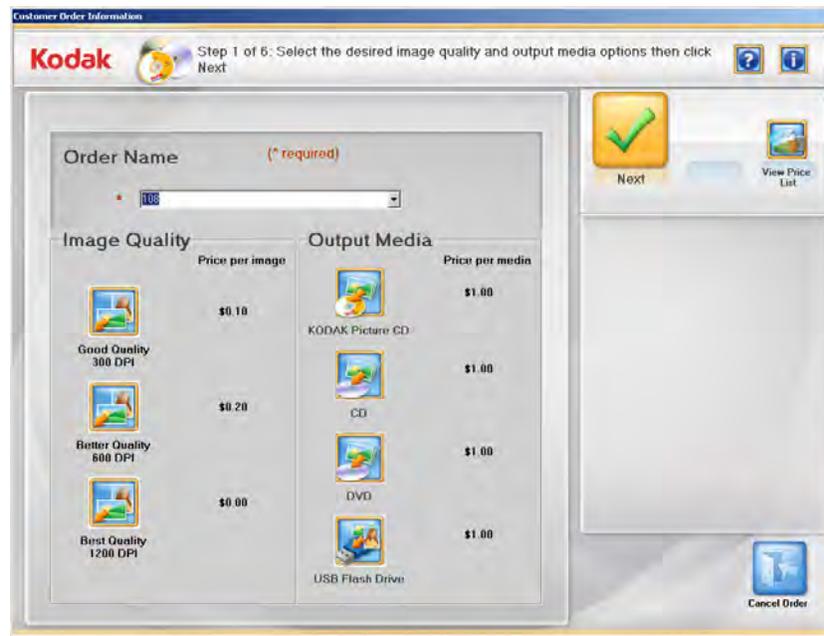
When you click **Scan as Administrator**, you can scan photos and will have access to some additional features not available to customers. This section describes these features.

Several screens contain options that are only available to the administrator:

- Customer Order Information screen
- Scan Settings screen
- Price Override screen
- Burn CD/DVD screen
- Burn KODAK Picture CD screen
- Copy To screen

Most of the options on these screens are the same as what is presented to the customer. A description all of the options on these screens is described in *Chapter 4*. The additional options that are only available to the administrator are described here.

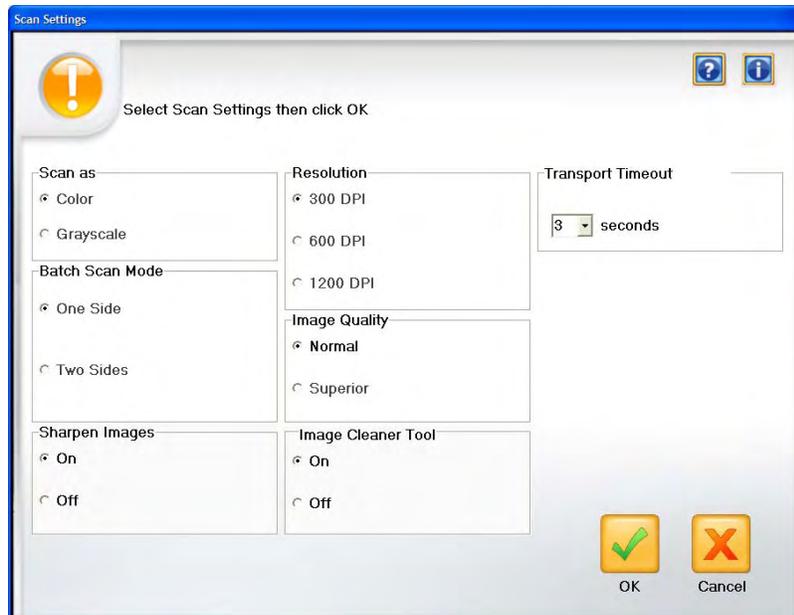
- **Customer Order Information screen** allows the administrator to reopen existing customer orders.



Order Name field — by clicking the pull-down arrow in the *Order Name* field, a list of all customer orders that are saved on the system are available. (Orders that have been deleted automatically or manually are not included.) By selecting one of these orders and clicking **Next**, you can reopen that order and scan additional images, edit existing images, and write the images to the selected media. You can also begin a new order by accepting the default Order Name or by typing in a new order name.

Best Quality (1200 dpi) — this resolution is available to the administrator, but not the customer. This setting is suitable for images where archival quality is desired or for creating files that can be used for high magnification enlargements.

- **Scan Settings screen** — provides these additional options.



Resolution: provides the additional resolution of 1200 dpi.

Image quality: the **Normal** image quality setting is always applied to customer orders. The administrator has the option to select **Superior** image quality. This reduces image compression and results in a larger image file size.

Image Cleaner Tool: for customer scanning, the system always attempts to detect and remove streaks in the image caused by dust particles on the scanner image glass. Occasionally, this feature will interpret a thin vertical line in the image as a streak and attempt to remove it. The administrator can turn this feature off under **Scan as Administrator**.

Transport Timeout: controls how long the transport motor runs after the last photo is scanned. Setting a longer time makes it easier to feed additional photos before this motor turns off. The administrator can set a value of up to 20 seconds for this timeout.

- **Price Override screen** — when the administrator clicks **Setup** from the Order Summary and Creation screen and enters their User Name and Password when prompted, the Administrator Price Override screen is displayed. This screen allows the administrator to override a price calculated by the system and enter a different price.

	Subtotal	Fees	Tax	Total
	\$1.00	\$0.00	\$0.00	\$1.00
Adjusted Price:	<input type="text" value="1.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$1.00

Reason for Price Adjustment:

OK Cancel

Adjusted Price: if you want to change any of the charges for the current order, edit the amounts in the *Subtotal* and/or *Fees* fields. The system will recalculate the tax. You can then edit the tax amount if you want. A revised Total price will be calculated and displayed.

Reason for Price Adjustment (required field): enter the reason for the price adjustment. This information will be written to the Activity Log file.

- **Burn CD/DVD screen** — most of the options on this screen are the same as what is presented to the customer. The additional options that are only available to the administrator are described below:
 - **Destination drive:** allows you to select the CD/DVD drive where you want to write your images to media.
 - **Add Files:** use to add files to the list of files and folders to burn.
 - **Add Folder:** use to add one folder at a time to the list of files and folders to burn.
 - **Remove Items:** allows you to select files or folders to remove from the list of files and folders to burn.
 - **Disc Label:** defaults to the order number. You can change the default. Up to 32 characters are allowed in this field.
 - **Close media:** defaults to checked, which will finalize the CD/DVD to play in other PCs.
 - **Eject when finished:** if checked, will automatically eject the CD/DVD when burning is complete.
 - **Verification after burning is complete:** you can select **None** (no verification will take place) or select a **Quick** or **Full** verification process that the data was burned successfully.

The Burn CD/DVD screen also has a Format Disc tab which allows a previously used CD-RW/DVD-RW to be formatted (cleared) so it may be reused. This tab has the following options:

- **Eject when finished:** if checked, will automatically eject the CD-RW/DVD-RW when formatting is complete.
- **Quick format:** if checked, will perform a quick formatting process otherwise a full formatting will be performed.
- **Format Disc:** click this button to start formatting a rewritable disc. When the disc formatting has completed, click the **Burn files tab** to write to disc.

- **Burn KODAK Picture CD screen** — most of the options on this screen are the same as what is presented to the customer. The additional options that are only available to the administrator are described below:
 - **Destination drive:** allows you to select the CD/DVD drive where you want to write your images to media.
 - **Close media:** is checked and may not be unchecked which will finalize the KODAK Picture CD to play in other PCs and supported DVD players.
 - **Eject when finished:** if checked, will automatically eject the KODAK Picture CD when burning is complete.
 - **Verification:** after burning is complete, is always set to **Full Verification** for a KODAK Picture CD.
- **Copy To screen** — the only additional option you have as an administrator is saving the images to another location instead of just the USB flash drive.

4 Customer Screen Descriptions

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This chapter describes the screens and icons that are available to the customer when using the *Kodak* Picture Saver Scanning System PS450.

All screens within the *Kodak* Picture Saver Scanning System PS450 provide the following icons:



About icon

displays the software version and copyright information.



Help icon

displays detailed information about the current procedure.



Cancel Order icon

displays the message, ***Do you want to Cancel this Order? This will delete all the pictures that were scanned!*** Click **Yes** to cancel the order and return to the Welcome screen.

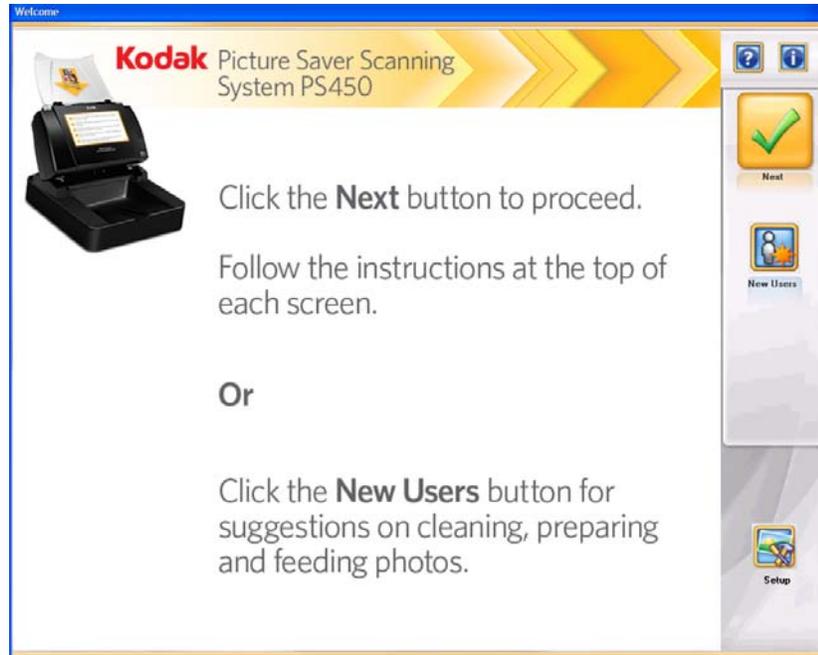
A message area is provided on all screens below the title bar.



Messages are displayed in this area

Welcome screen

When the Picture Saver Scanning System is launched, the Welcome screen will be displayed.



The Welcome screen tells the customer how to start an order and how to get information about cleaning and preparing photos for scanning.

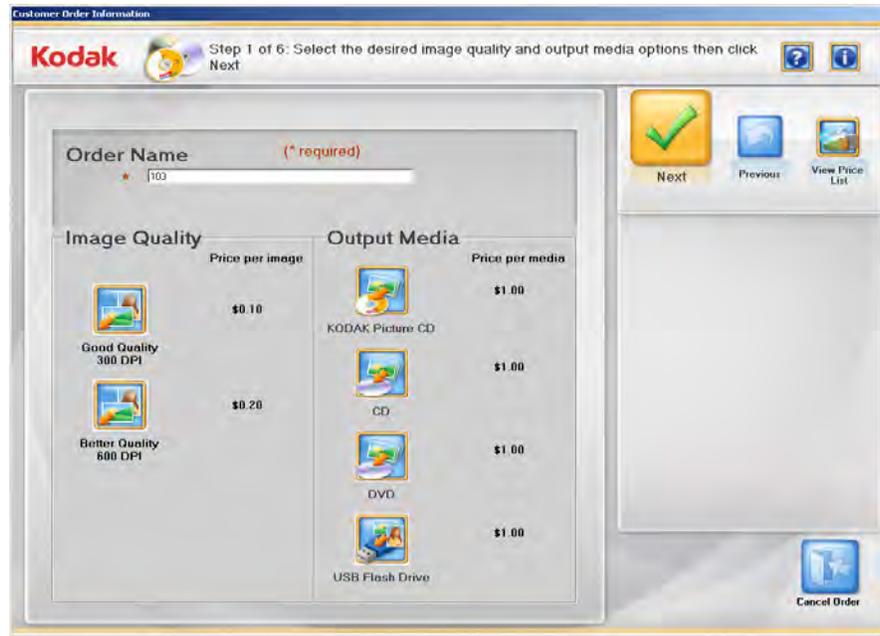
Next — the customer will click this button to start their order.

New Users — displays detailed information about how to clean and prepare photos for scanning to achieve best results.

Setup — when selected, displays the Administrator Login screen. This option is not available to the customer.

Customer Order Information screen

When **Next** is selected on the Welcome screen, the Customer Order Information screen will be displayed.



Order Name (*required) — the customer can enter any text in this field to identify their order. This text is appended with the date and time. This is a required field. Up to 51 alphanumeric characters are allowed in this field.

Image Quality — two options may be available: **Good Quality** (300 dpi) which is recommended for same-size viewing or printing and **Better Quality** (600 dpi) which is recommended for image manipulation, including zooming, cropping or enlarging and for viewing or printing on other systems.

Output Media — the customer can choose from the available options depending on system configuration: **CD**, **DVD**, **KODAK Picture CD** or **USB Flash Drive**.

NOTE: The system will not accept USB drives that were formatted on a Mac computer.

Next — when the customer selects **Next**, they will be prompted to insert their media. After a blank **CD**, **DVD**, **KODAK Picture CD** or **USB Flash Drive** has been inserted, if the Picture Saver Scanning System has been configured to display the Copyright Notice screen, this screen will be displayed before scanning images. The customer will need to read the notice and click **I Accept** before continuing. If the system has not been configured to display the Copyright Notice screen, the Scan Images screen will be displayed.

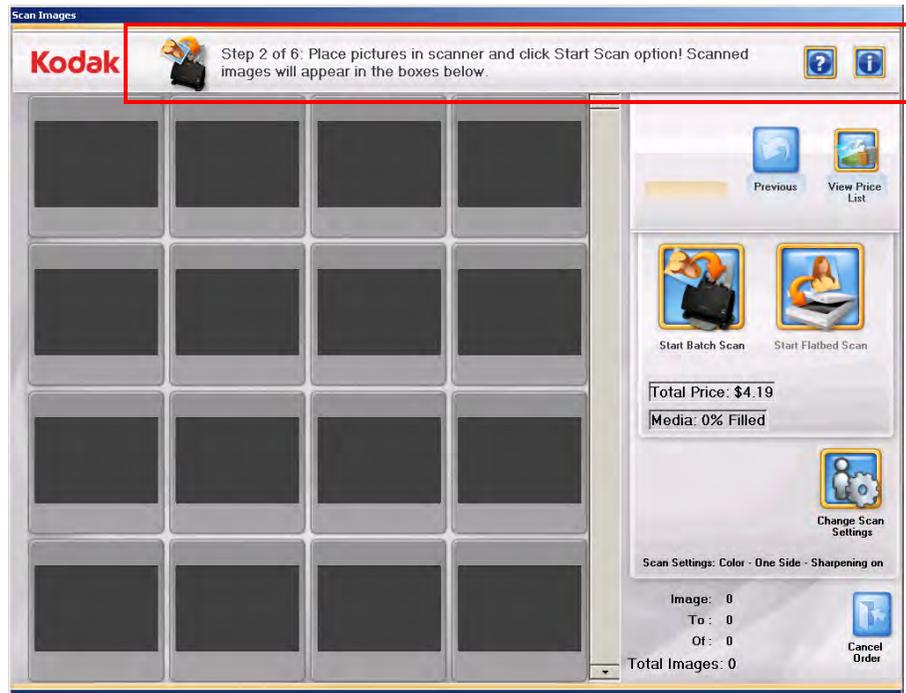
NOTE: The insert media prompt will be displayed for approximately 30 seconds without the media being inserted, then return to the Customer Order Information screen.

Previous — goes back to the Welcome screen.

View Price List — displays the Order Price List screen, which shows the price of each service available to the customer.

Scan Images screen

When you click **Next** on the Customer Order Information screen (or **I Agree** on the Copyright Notice screen), the Scan Images screen will be displayed.



Status bar — instructs the customer to place the pictures in the scanner and start scanning. In addition, the current Scan Settings are displayed. If these settings are not acceptable, they can be changed by clicking the **Change Scan Settings** button.

16-Up Display window — displays up to 16 images at a time.

Previous — goes back to the Customer Order Information screen.

View Price List — displays the Order Price List screen, which shows the price of each service available to the customer.

Start Batch Scan — scans batches of photos using the Picture Saver Scanner PS450 and displays the Scan Viewer screen.

Start Flatbed Scan — if an optional *Kodak* A3 or A4 Flatbed is attached and enabled on the Administration Settings screen, photos will be scanned from the flatbed and the Scan Viewer screen will be displayed.

Total Price — displays a cumulative total cost of the customer order.

Media — displays the percentage of media used. If this reaches 100%, the system will not allow the customer to scan additional images as part of this order.

Change Scan Settings — when selected, the Scan Settings screen is displayed which allows you to change the following settings: the *Scan* as mode (Color or Grayscale), the *Batch Scan Mode* (One Side or Two Sides scanning) and *Sharpen Images* option (On or Off). For more information about these settings see the section entitled, “Scan Settings screen” later in this chapter.

This Batch — these values will be 0 until a batch has been scanned.

- **Image:** displays the number of the first image shown in the 16-Up Display window.
- **To:** displays the number of the last image shown in the 16-Up Display window.
- **Of:** displays the total number of photos scanned in the batch.

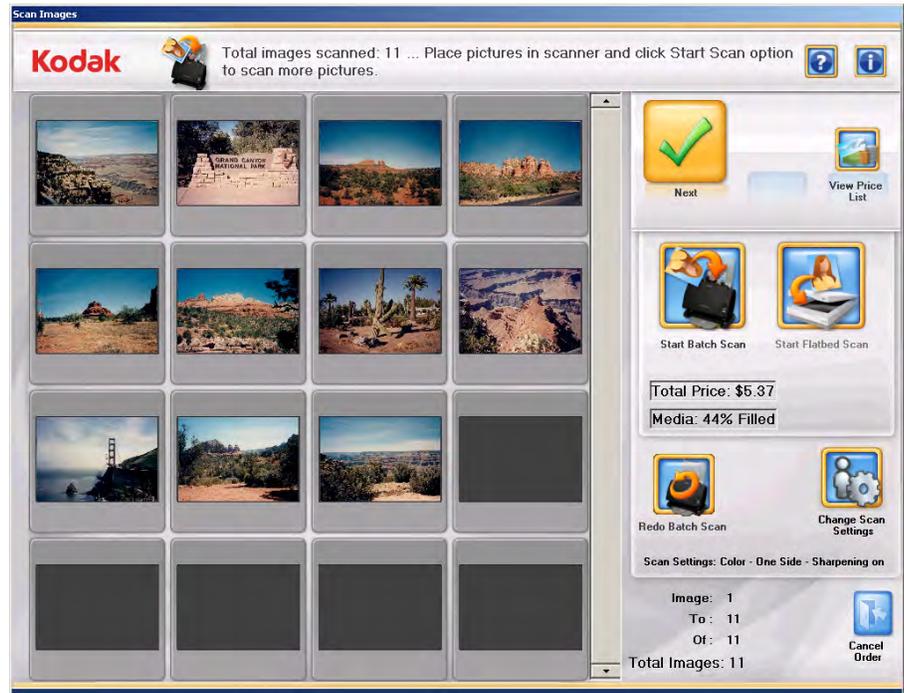
Total Images: displays the total number of scanned images in the current order.

Cancel Order — displays the message, ***Do you want to Cancel this Order? This will delete all the pictures that were scanned!*** Click **Yes** to cancel the order and return to the Welcome screen.

Scan Images screen (continued)

When you click **Start Batch Scan** or **Start Flatbed Scan** on the Scan Images screen, fullsize 1-up images will be displayed in the Scan Viewer screen as the photos are being scanned. After the batch is scanned, the Scan Viewer screen will close and the photos will be rearranged and displayed in the order they were scanned.

NOTE: If the size of the order exceeds the free space available on the selected media, a message will be displayed that tells when the order size is within 10% of the free space available.



16-Up Display window — displays up to 16 images at a time.

Next — the Preview Details screen will be displayed.

View Price List — displays the Order Price List screen, which shows the price of each service available to the customer.

Start Batch Scan — scans batches of photos using the Picture Saver System Scanner and displays the Scan Viewer screen.

Start Flatbed Scan — if an optional *Kodak* A3 or A4 Flatbed is attached and enabled on the Administrator System Settings screen, photos will be scanned from the flatbed and the Scan Viewer screen will be displayed.

Total Price — displays a cumulative total cost of the customer order.

Media — displays the percentage of media used. If this reaches 100%, the system will not allow the customer to scan additional images as part of this order.

Redo Batch Scan/Redo Flatbed Scan — allows you to rescan and replace the last batch of scanned images and displays the Scan Viewer screen.

Change Scan Settings — when selected, the Scan Settings screen is displayed which allows you to change the following settings: the *Scan* as mode (Color or Grayscale), the *Batch Scan Mode* (One Side or Two Sides) and *Sharpen images* option (On or Off). For more information regarding these settings see the section entitled, “Scan Settings screen” later in this chapter.

This Order — these values will be 0 until a batch has been scanned.

- **Image:** displays the number of the first image shown in the 16-Up Display window.
- **To:** displays the number of the last image shown in the 16-Up Display window.
- **Of:** displays the total number of photos scanned in the batch.

Total Images — displays the total images scanned.

Cancel Order — displays the message, ***Do you want to Cancel this Order? This will delete all the pictures that were scanned!*** Click **Yes** to cancel the order and return to the Welcome screen.

Scan Viewer screen

When you click **Start Batch Scan**, **Start Flatbed Scan**, **Redo Batch Scan** or **Redo Flatbed Scan**, the Scan Viewer screen will be displayed.



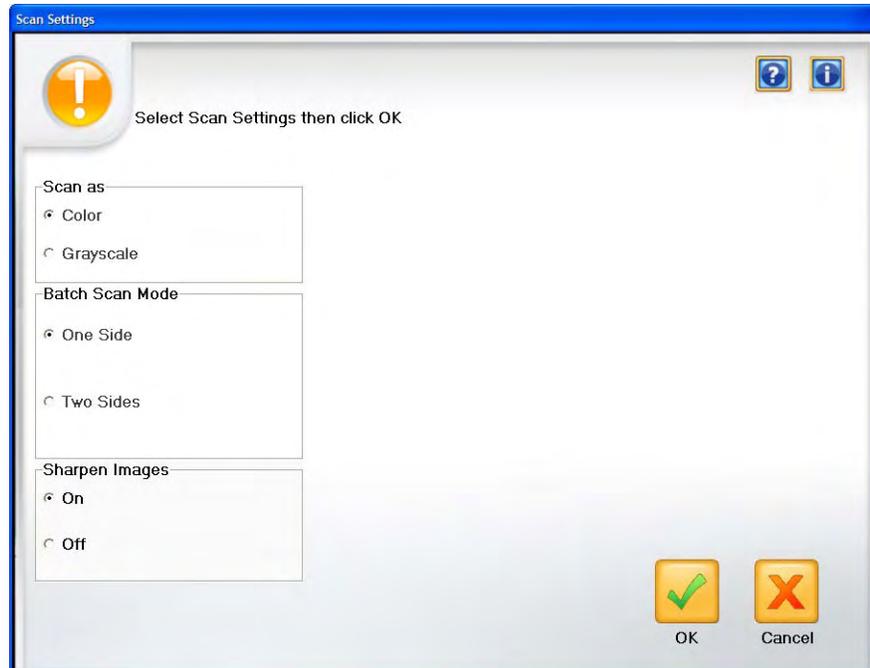
This screen will display images one at a time while scanning, then close automatically when scanning is completed.

Close Viewer — when selected, closes the Scan Viewer window. The Scan Images window will be redisplayed.

Stop Scanning — when selected, scanning will stop.

Scan Settings screen

The Scan Settings screen allows you to change the default settings used in the scanning process.



Scan as — allows you to scan photos in **Color** or **Grayscale**.

NOTE: Color scanning is recommended for most photos and documents, including black and white and grayscale photos, so image processing options (i.e., Sharpen, etc.) may be applied to the scanned images. Use **Grayscale** scanning for exception processing if color scan results are not what you desired.

Batch Scan Mode — select one of the following batch scan modes:

- **One Side** — captures the front side of the photo that is in the input tray. This is the recommended mode for photos.
- **Two Sides** — captures both sides of the photo at the same time as two separate image files.

NOTE: Photos should always be scanned face up.

Sharpen Images — sharpens the edges in the scanned image. If this option is **On**, all photos within the batch (the stack of photos to be scanned) will be sharpened unless the setting is changed again.

OK — accepts the changes and closes the Scan Settings screen.

Cancel — closes the Scan Settings screen without saving any changes.

Preview Details screen

When you click **Next** on the Scan Images screen, the Preview Details screen is displayed. The customer can manually rotate an image from this screen or click on a individual image to display the Enhance Picture screen. The Enhance Picture screen allows image editing. See the next section for more information.



16-Up Display window — displays up to 16 images at a time.



Rotates the image 90 degrees counter-clockwise (left).



Rotates the image 90 degrees clockwise (right).



Rotates the image 180 degrees.



Displays the Enhance Picture screen for the image.

Next — displays the Order Summary & Creation screen.

Previous — goes to the Scan Images screen.

View Price List — displays the Order Price List screen, which shows the price of each service available to the customer.

Total Price — displays a cumulative total cost of the customer order.

Media — displays the percentage of media used. If this reaches 100%, the system will not allow the customer to scan additional images as part of this order.

Edit Picture — displays the Enhance Picture screen for the first image. Images may be edited in a group of 16 at a time. Use the scroll bars to scroll forward or backward through the scanned images then select **Edit Picture**.

Auto Rotate — when selected, the Picture Saver Scanning System will make every attempt to properly automatically rotate images to the correct orientation. This option works effectively for photos with faces, therefore some photos may still need to be rotated manually.

For two-sided scans, the back side image is automatically rotated to the same orientation as the front side image.

NOTE: Auto rotate is slower for grayscale images. Therefore, it is recommended that you scan black and white photos as color images and use grayscale scanning for exception processing if color scan results are not what you desired.

This Order — provides a summary of the images within this order.

- **Image:** displays the number of the first image shown in the 16-Up Display window.
- **To:** displays the number of the last image shown in the 16-Up Display window.
- **Of:** displays the total number of images in the folder.
- **Total Images:** displays the total number of scanned images in this customer order.

Cancel Order — displays the message, ***Do you want to Cancel this Order? This will delete all the pictures that were scanned!*** Click **Yes** to cancel the order and return to the Welcome screen.

Enhance Picture screen

When you click on a thumbnail on the Preview Details screen, the image will be displayed in the Enhance Picture screen allowing the customer to select an editing option.



Initial Image/Enhanced Image windows — the Initial Image window displays the image as it was scanned. When one of the Enhanced Image icons (i.e., KODAK Perfect Page, Rotate 90 degrees, etc.) is selected, the changes will be displayed in the Enhanced Image window. When you are finished, a message will be displayed asking if you want to save the changes.



Moves to the previous image



Moves to the next image

Enhanced Image icons



Enhances the colors, contrast, brightness, etc. in the scanned image. When an image is selected for KODAK Perfect Touch, the system displays this message, ***There is an extra charge for each KODAK Perfect Touch image enhancement. \$X.XX. You will have the option to save the enhanced image. Charges are only applied if you save the enhanced image. Do you want to continue to apply KODAK Perfect Touch?*** Click **Yes** to apply Perfect Touch. The enhanced image will be displayed in the Enhanced Image window.

Enhanced Image icons - continued



Redo Scan

Replaces the current image with the rescanned images. When selected, the Redo Scan Mode screen will be displayed. Select one of the Scan modes: **Batch Scanner - Front Side**, **Batch Scanner - Back Side** or **Batch Scanner - Two Sided** or **Flatbed Scanner** (if a flatbed is attached), place the photos to be rescanned into the input tray and click **OK**. Scanned images will be displayed in the Scan Viewer screen. The current image is replaced and the rescanned images are inserted in place into the correct order. When rescanning multiple images, either all of the rescanned images may be saved or none of the images.



Delete

When selected, displays the message **Do you want to Delete Image?** When **Yes** is selected, the image will be deleted.



Red Eye

Removes the red eye in the scanned image. This option applies to color images scanned as color. The system will display this message, **There is an extra charge for each red eye image correction. \$X.XX. You will have the option to save the enhanced image. Charges are only applied if you save the enhanced image. Do you want to continue to apply the red eye correction?** When **Yes** is selected, red eye reduction is applied and the new image will be displayed in the Enhanced Image window.



Rotate 90 degrees

Rotates the image 90 degrees to the left (counter-clockwise).



Rotate 90 degrees

Rotates the image 90 degrees to the right (clockwise).

Return — goes back to the Preview Details screen. Any changes for Red Eye or KODAK Perfect Touch are applied at this time.

Undo — allows you to undo any of the changes you made using the Enhanced Image icons. When **Undo** is clicked, the system will display this message, **Do you want to undo the previous changes to this image?** Click **Yes** to undo the changes; otherwise click **No**.

Total Price — displays a cumulative total cost of the customer order.

Media — displays the percentage of media used. If this reaches 100%, the system will not allow the customer to scan additional images as part of this order. The customer will then need to save their scans to the selected media and start a new order if additional photos and documents are to be scanned.

Order Summary & Creation screen

When you click **Next** on the Order Preview screen, the Order Summary & Creation screen is displayed. This screen allows you to finalize your order.



This screen displays a summary of the order and the costs associated with the selected output media and the number of photos scanned. If red eye reduction and/or KODAK Perfect Touch was applied to any of the images, additional costs associated with those editing options are also displayed.

Submit Order — completes this order and goes to the Insert Payment screen.

Previous — displays the Preview Details screen.

View Price List — displays the Order Price List screen, which shows the price of each service available to the customer.

Quantity — allows the customer to specify additional copies of the order or selected media. Total price will be increased to reflect the number of copies.

Setup — *for Administrator use only.* This option displays the Price Override screen, which allows the administrator to adjust the price of an order.

Cancel Order — displays the message, ***Do you want to Cancel this Order? This will delete all the pictures that were scanned!*** Click **Yes** to cancel the order and return to the Welcome screen.

Insert Payment screen

When you click **Next**, the Insert Payment screen will be displayed.



This screen instructs the customer to insert their payment in the payment device. The total amount due is displayed at the top of the screen.

At this point, the customer will use their credit card or debit card and then click **OK**.

Writing images

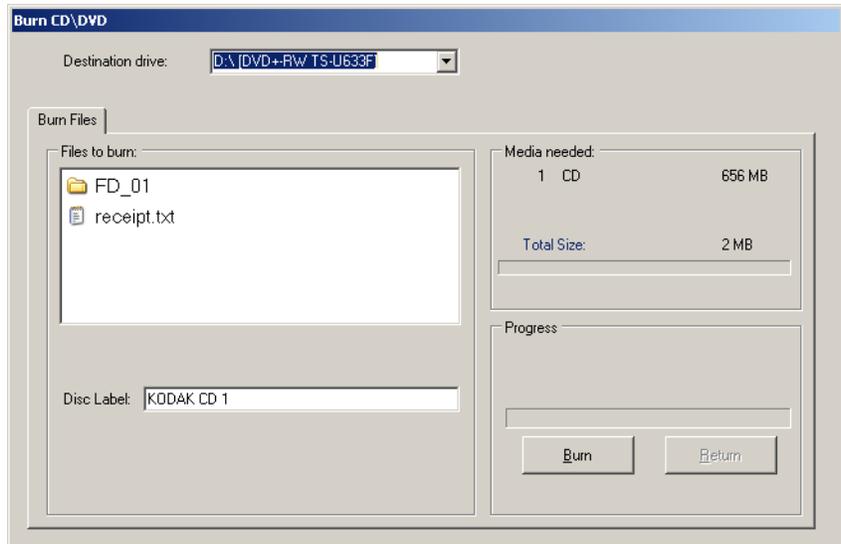
- If the customer wants to write the images to a USB flash drive, the Copy To dialog box will be displayed.



To optionally create a new folder, click the **Make New Folder** button. The Create New Folder dialog box will be displayed where you can enter the new folder name and click **OK**.

The folder containing the customer's scanned images will be written to the USB flash drive along with a receipt file.

- If the customer wants to write the images to a CD or DVD, the Burn CD/DVD screen will be displayed.



Destination drive: allows you to select the CD/DVD drive where you want to write your images to media.

Burn Files tab

- **Files to burn:** shows the customer order folder FD-01. A receipt file will be burned to the CD/DVD along with the customer's scanned images.
- **Disc Label:** defaults to the order number. You can change the default. Up to 32 characters are allowed in this field.

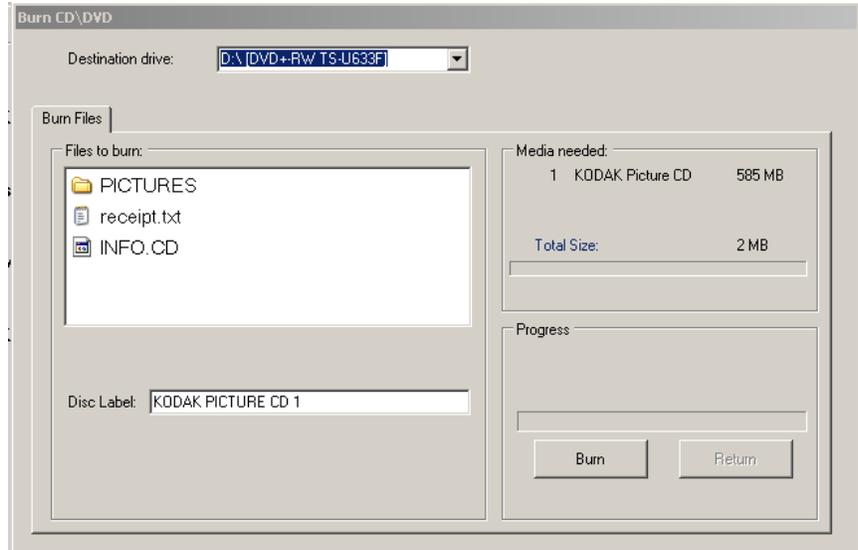
Media needed: displays the type and size of media as well as the total size of the order.

Progress: displays a progress bar while images are being burned to the CD/DVD. When finished, a message will be displayed above the progress bar.

Burn — click this button to start a burn. There may be a delay after selecting **Burn** while the media spins up, before burning starts.

Return — click this button to return to the Insert Payment screen.

- If the customer wants to write the images to a KODAK Picture CD, the Burn CD/DVD dialog box will be displayed.



Destination drive: allows you to select the CD/DVD drive where you want to write your images to media. The media for the Burn KODAK Picture CD must be a KODAK Picture CD.

Burn Files tab

- **Files to burn:** the images will be burned to the KODAK Picture CD in \PICTURES. A receipt file will be burned to the CD along with the customer's scanned images.
- **Disc Label:** defaults to KODAK Picture CD and should not be changed.

Media needed: displays the type and size of media as well as the total size of the order.

Progress: displays a progress bar while images are being burned to the KODAK Picture CD. When finished, a message will be displayed above the progress bar.

Burn/Cancel — click this button to start or cancel a burn. Cancelling a burn in progress may result in an unusable KODAK Picture CD. There may be a delay after selecting **Burn** while the media spins up, before burning starts.

Return — click this button to return to the Insert Payment screen.

5 Scanning Photos

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Getting your scanner ready to scan

From an upright position, your scanner can be tilted into a middle position and downward position. When scanning photos, it is recommended that you scan your photos using the middle position. The upright position can be used if working space is limited; however, large photos may not pass smoothly into the output tray.



1. Be sure the scanner is on and ready to scan (green indicator light is on and constant).
2. Press and hold the tilt button and rotate the scanner away from you to place your scanner in the middle position.



IMPORTANT: When using the tilt feature, be sure the scanner cover is closed.

3. Adjust the side guides (by sliding them in or out) to accommodate the size of the photos you are scanning.



4. Adjust the input tray. Feed your photos with the input tray open if you are scanning a batch of photos.



Input tray - open position



Input tray - closed position

If space is limited and you want to close the input tray, you can easily feed photos one at a time.

Getting your photos ready to scan

1. Remove all staples and paper clips before scanning. Staples and paper clips on photos may damage the scanner and photos.
2. Any inks and correction fluids on the photos must be dry before scanning is started.
3. Fan the photos to eliminate debris and prevent sticking.
4. Stack the photos face up, centered horizontally, with the tops of the photos pointing down. Align the bottom edges of the photos in the stack.



5. Place the photos in the input tray. Photos should be face up, with the tops of the photos pointed down toward the scanner (see above).

NOTE: If you want to keep your photos in a specific order, do the following:

Take your photos and place them face up on the table. Take the first batch from the top of this stack and place them face up in the scanner. Select **Start Batch Scan**. When the stack is completely scanned and the scanner has stopped, place another stack in the scanner and select **Start Batch Scan**. When you are using this method, the scanner should be allowed to stop after each batch is scanned, otherwise the photos will not be in the desired order.

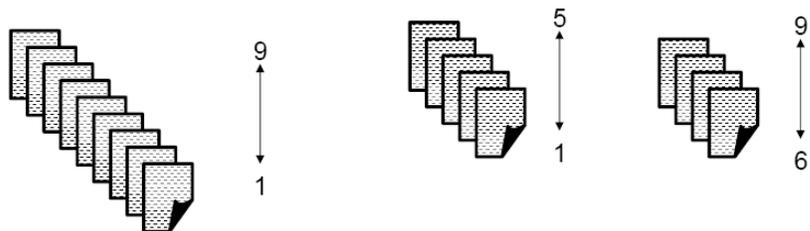


Photo 1: XXXX_01.jpg

Photo 9: XXXX_09.jpg

Alternatively, take your photos and place them face down on the table. Take your first batch from the top of this stack and place them face up in the scanner.

Handling guidelines

Before scanning a batch of photos, review the following guidelines to save time and improve efficiency. Refer to Chapter 7, *Achieving Good Quality Images* for detailed information regarding photo handling and the importance of scanner cleanliness.

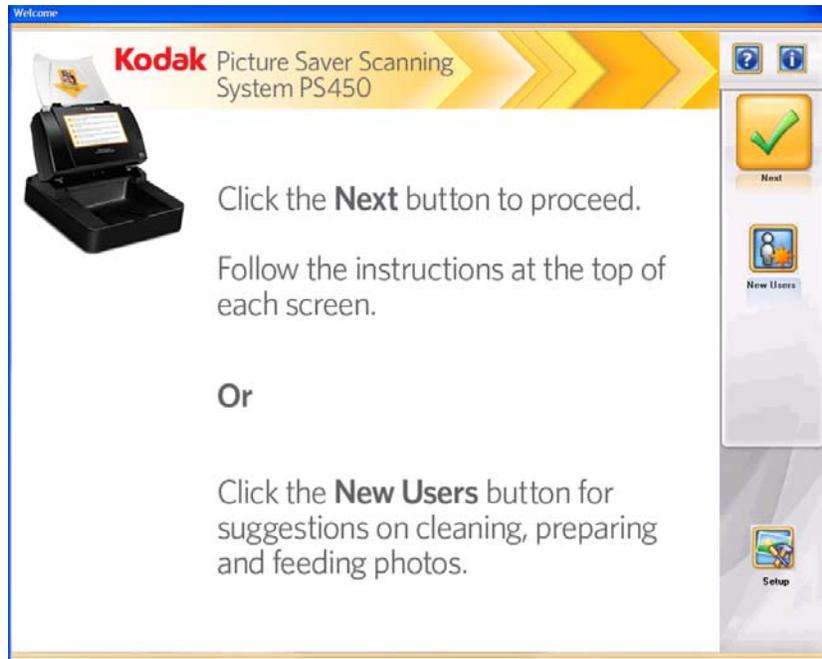
- **Handle photos with care!** Be sure your hands are clean or wear clean white cotton gloves. Avoid touching the photographic surface.
- Fragile or precious photos should be scanned using the *Kodak A3* or *A4 Flatbed Accessory* to eliminate the risk of damage from automated handling.
- Use the scanner in a clean, dust-free environment.
- Cover the scanner when it is not in use.
- Avoid unnecessary bending and flexing of photos.
- Due to copyright laws, any professionally taken photos that are copyrighted cannot be scanned without written permission from the owner.
- Two-sided photo scanning:
 - If you have a batch of photos where both sides of some photos need to be scanned, group these photos together and scan them in a separate batch. This will save time deleting unwanted blank images.
 - If you need to rescan one side of a two-sided photo, select the side you want to rescan, otherwise select **Two-sides** to rescan both sides.
- When you delete an image in a display of 16 on the Enhance Picture screen, the display will shift to include the first image from the next group of 16 images to be displayed.

Scanning your photos

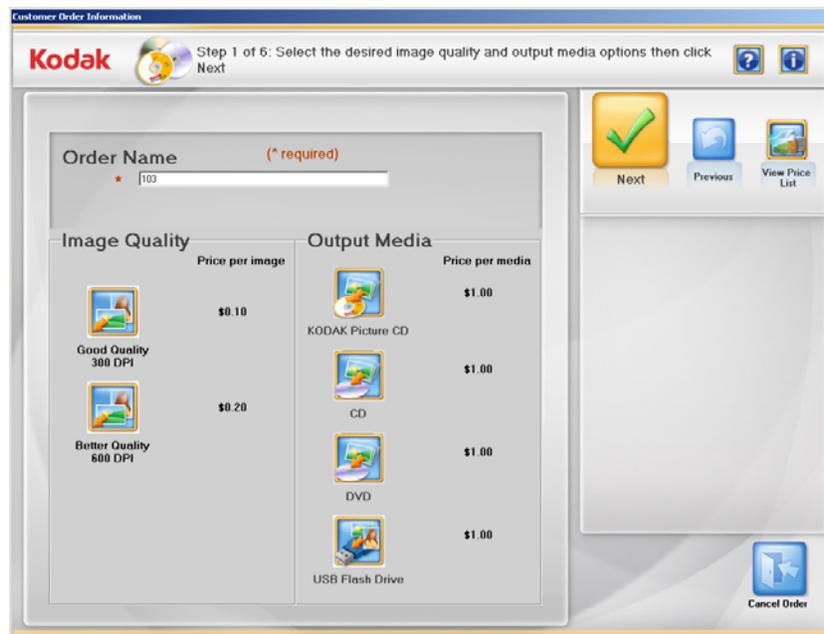
Before you begin, be sure the Picture Saver System Scanner is on and in the Ready state and the USB software dongle is inserted in a USB port on your PC.

1. Double-click on the Picture Saver System Software shortcut on the desktop, or select **Start>Programs>Kodak>KODAK Picture Saver System>Picture Saver System PS450**. A splash screen will be displayed while the system initializes; then the Welcome screen will be displayed.

NOTE: A screen resolution message may be displayed before the Welcome screen is displayed.



2. Click **Next**. The Customer Order Information screen will be displayed.



3. Enter up to 51 alphanumeric characters in the *Order Name* field to identify this order. You must make an entry in this field.
4. Select an **Image Quality** option (**Good Quality** or **Better Quality**) and an **Output Media** option (**CD, DVD, KODAK Picture CD** or **USB Flash Drive**) and click **Next**.
5. You will be prompted to insert the media that you want to write your images to. When you insert the desired media, the Scan Images screen will be displayed.

NOTES:

- Be sure that you insert a blank CD, DVD, KODAK Picture CD or USB flash drive.
- Depending on system configuration, the Copyright Notice screen may be displayed. If so, read the copyright notice and click **I Agree**.



6. Place a batch of photos in the scanner's input tray (for a Start Batch Scan) or a single photo on the flatbed platen (for a Start Flatbed Scan). Be sure the photos you want to scan are oriented properly.

NOTES:

- For best feeding performance scan the photos with the scanner body tilted to the middle position and with the photos face up, centered horizontally, with the tops of the photos pointing down. Align the bottom edges of the photos in the stack.



- Photos will be fed into the scanner from the bottom of the stack. Therefore, if you want your photos scanned in a specific sequence, feed your photos as described in the section entitled, "Getting your photos ready to scan" earlier in this chapter.
7. Click **Change Scan Settings** if you want to change any of the default scan settings (e.g., Scan As, Batch Scan mode or Sharpen Images).
NOTE: You can change the settings anytime before clicking **Start Batch Scan** or **Start Flatbed Scan**.
 8. Click **Start Batch Scan** or **Start Flatbed Scan**. The message **Lamps are warming up** may be displayed. Scanning will start when the lamps are ready (usually within a few seconds).

NOTES:

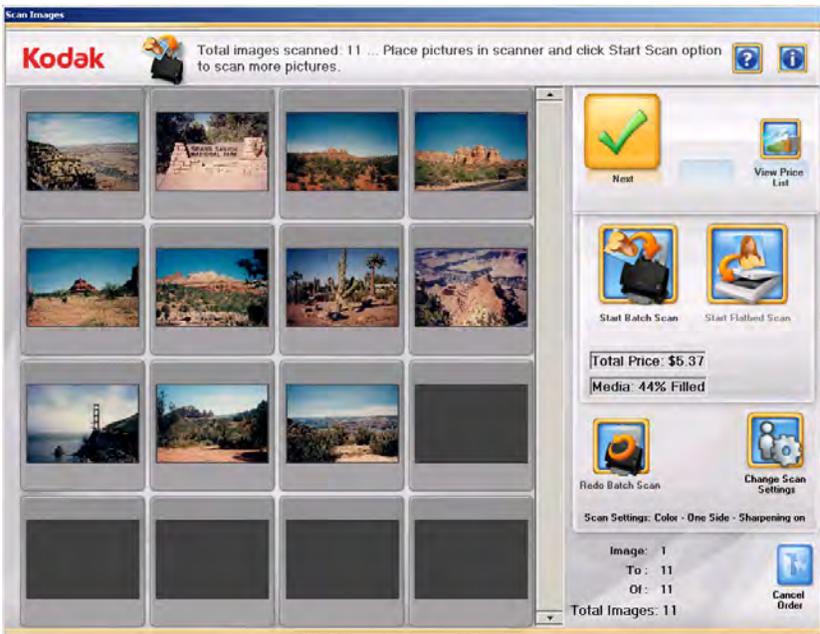
- If you are using an optional *Kodak A4 Flatbed* or *Kodak A3 Flatbed*, the photo must always be placed face down on the platen.
- When **Start Batch Scan** is selected, you have 1 to 20 seconds to place photos into the scanner depending on the transport timeout value.
- You can view the price list at any time.

As photos are being scanned, the scanned images will be displayed 1-up in the Scan Viewer screen.



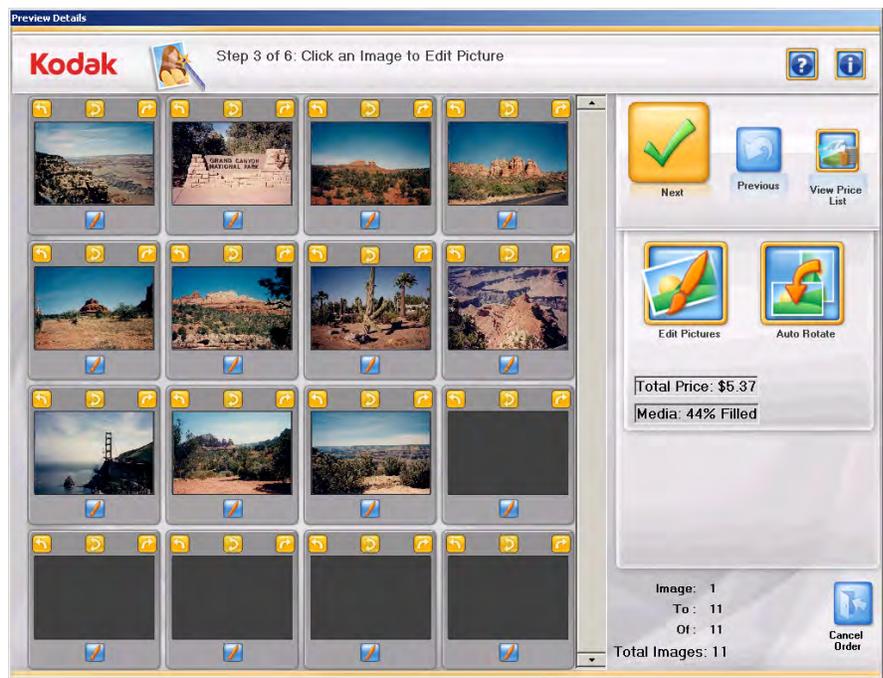
By clicking **Close Viewer**, you can close the Scan Viewer and go back to the Scan Images screen while the photos are being scanned and the scanner will not stop. To stop the scanner, click **Stop Scanner**.

When the Scan Viewer screen is closed, the Scan Images screen will be redisplayed.



9. If you do not need to make any changes and are finished scanning all photos, click **Next**.

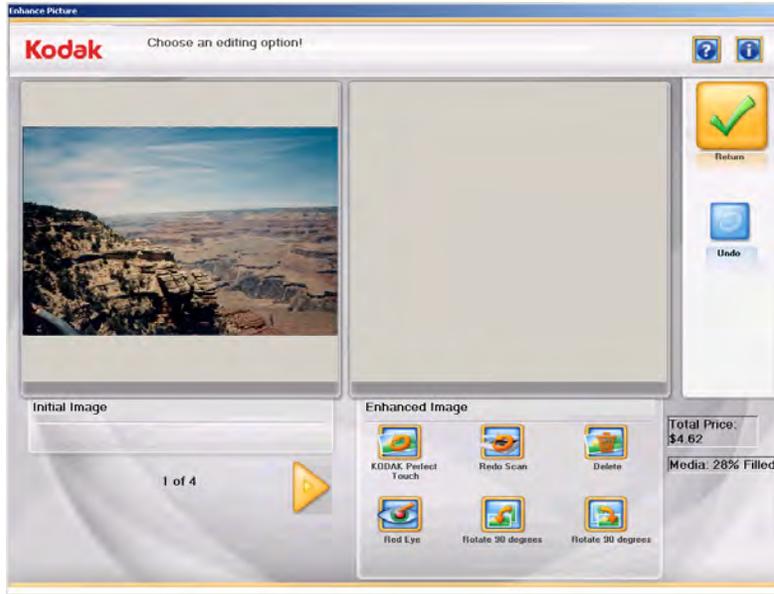
10. If you want to scan more photos or change scan settings, these options are available:
- If you want to scan another batch of photos for this order, place more photos in the input tray and click **Start Batch Scan**.
 - If the optional A3/A4 Flatbed Accessory is attached and enabled by the administrator and you want to scan a single photo, place the photo on the flatbed and click **Start Flatbed Scan**.
 - If you want to rescan and replace the last flatbed or batch of scanned images, place the stack of photos back in the input tray or flatbed and click **Redo Batch Scan**. The 16-Up Display window will be cleared, and the rescanned images will be displayed on the screen.
 - If you want to change any of the default scan settings (e.g., Scan As, Batch Scan mode or Sharpen Images), click **Change Scan Settings**.
 - When media is 100% full, you will not be allowed to scan more images. Save your scans on the selected media and start a new order if additional photos and documents are to be scanned.
11. Make any desired changes, then click **Next**. The Preview Details screen will be displayed.



12. From the Preview Details screen you can manually rotate individual images or select **Auto Rotate** to automatically rotate the photos.

NOTE: If you use the **Auto Rotate** option, even though the Picture Saver Scanning System makes every attempt to properly rotate images, some images may still need to be rotated manually.

13. If you want to enhance any images, click on the thumbnail and the image will be displayed in the Enhance Picture screen.



14. Apply any of the desired Enhanced Image options (i.e., KODAK Perfect Touch, Red Eye, etc.) and click **Return** when finished.
15. When finished editing all images, click **Next**. The Order Summary & Creation screen will be displayed.



16. Verify that all the information in the order summary is complete.

17. Click **Submit Order**. The Insert Payment screen will be displayed.



18. Swipe your credit card or debit card through the payment device and click **OK**.

You will be prompted to write your images to the selected media. When the system is finished writing images, this message is displayed, ***Order successfully completed.***

6 Maintenance

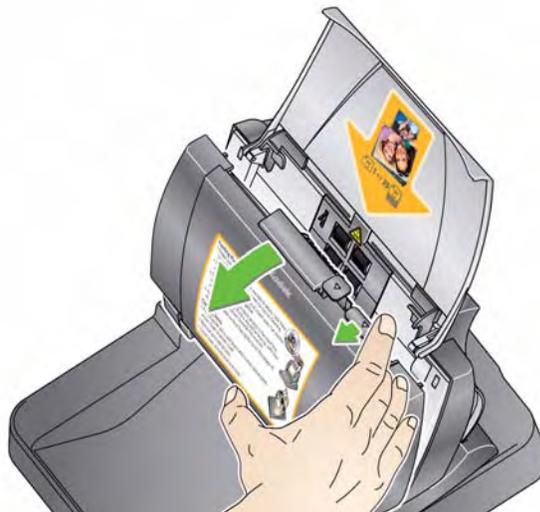
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NOTE: Some of the illustrations shown in this chapter are shown without the output tray installed for simplicity. You **do not** have to uninstall the output tray when performing maintenance and replacement procedures.

Opening the scanner cover

1. Before opening the scanner cover, be sure the input tray is in the open position.
2. Press and hold the scanner cover release lever and pull the scanner cover down.



3. When you finish cleaning the scanner or replacing a part, close the scanner cover with both hands.

Cleaning procedures

Your scanner needs to be cleaned periodically. If your photos do not feed easily, if several photos feed at the same time or if streaks appear on your images, it is time to clean your scanner. The section entitled, "Supplies and consumables" at the end of this chapter provides a listing of the supplies required to clean your scanner.

IMPORTANT: Use only non-flammable cleaners such as those provided through Kodak Parts Services. Do not use household cleaners.

Allow surfaces to cool to ambient temperature before use. Do not use cleaners on hot surfaces.

Use adequate ventilation. Do not use cleaners in confined areas.

NOTES:

- To provide a clear view of inside components, the output tray is not shown in many of the illustrations in this chapter. **You do not have to remove the output tray to maintain the scanner.**
- Before beginning cleaning procedures, disconnect the electrical power.
- Wash your hands with soap and water after performing maintenance procedures.

Cleaning the rollers

1. Open the scanner cover.
2. With a roller cleaning pad, wipe the feed rollers from side to side. Rotate the feed rollers to clean the entire surface.



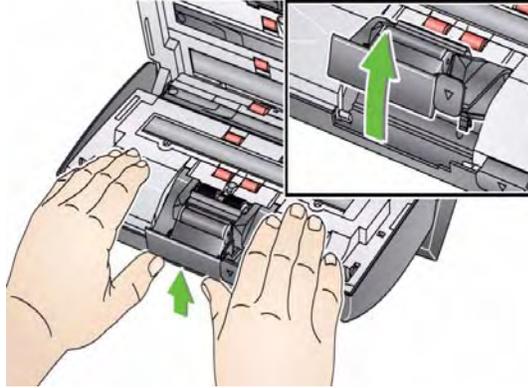
IMPORTANT: The roller cleaning pad contains sodium lauryl ether sulfate which can cause eye irritation. Refer to the MSDS for more information.

3. Dry the rollers with a lint-free cloth.

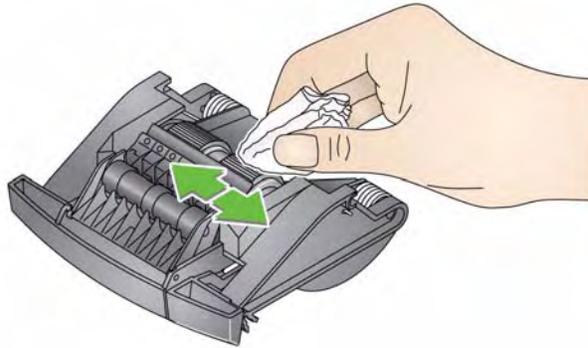
Cleaning the separation module

The separation module should be removed from the scanner for best cleaning results.

1. Push the separation module up to snap out and lift it out of position.



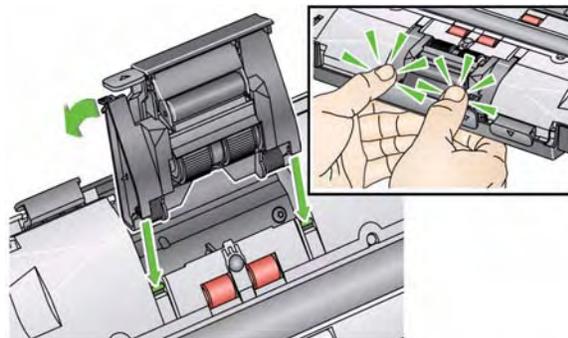
2. Manually rotate and wipe the separation module tires with a roller cleaning pad.



3. Inspect the separation module.

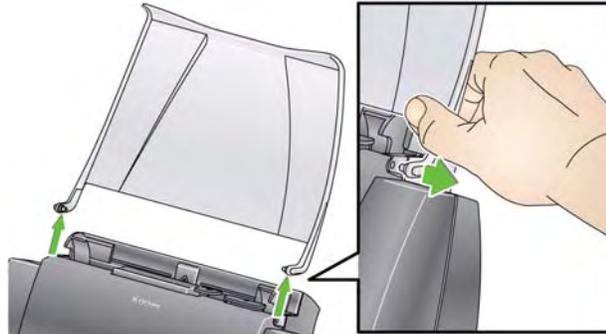
If the separation module tires show signs of wear or damage, replace the tires or the separation module. See “Replacement procedures” for more information.

4. Insert the separation module by aligning the tabs with the slots and snapping it into position.

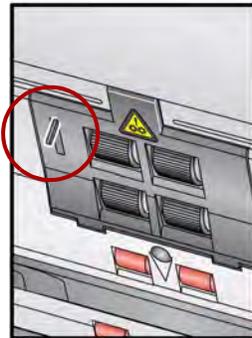


Cleaning the feed module

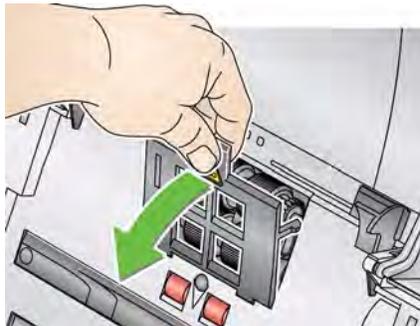
- When removing or cleaning the feed module, it may be easier to access the feed module if you remove the input tray. To remove the input tray, gently push the input tray to the left or right to release the pin from the slot, and lift it out of position.



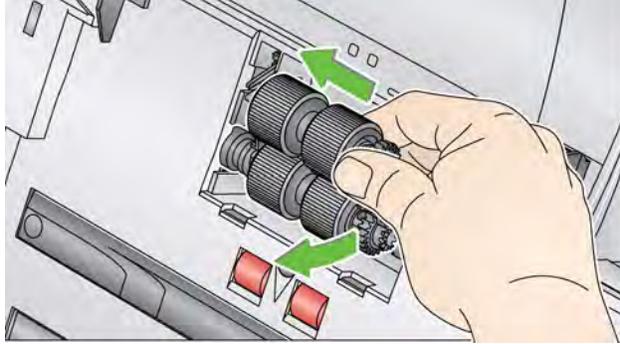
- Be careful not to damage the paper present sensor when removing or cleaning around the feed module.



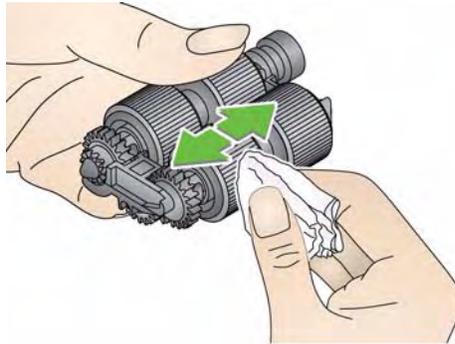
1. Pull against the raised edge of the feed module cover and lift it up and out of position.



2. Rotate the feed module forward and push it to the left to lift it out of position.



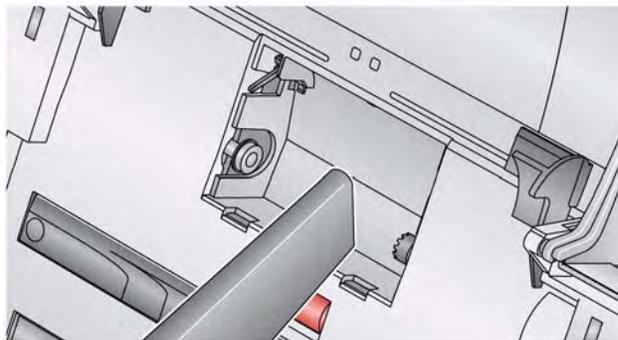
3. Manually rotate and wipe the feed module tires with a roller cleaning pad.



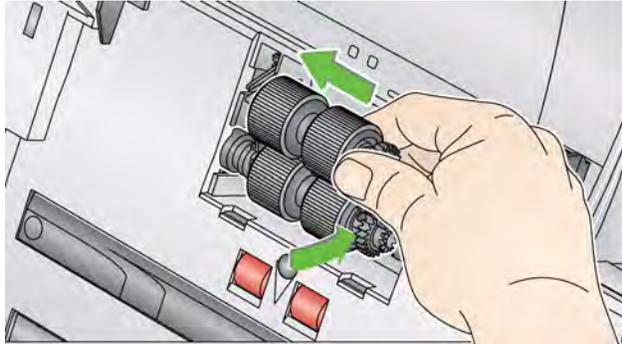
4. Inspect the feed module.

If the feed module tires show signs of wear or damage, replace the tires or the feed module. See the “Replacement procedures” for more information.

5. Using a vacuum or cleaning pad, remove dust and debris from the feed module area.



6. Reinstall the feed module by aligning the pins and pushing it toward the left to fit it into position. Be sure the gears are aligned and it snaps into place. Roll the feed module back into place.



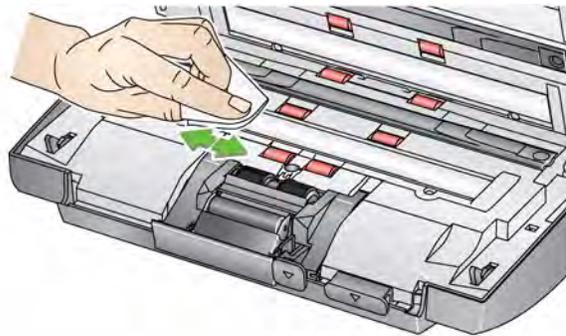
7. Reinstall the feed module cover by aligning the tabs with the slots and pushing it back into position until it snaps into place.

Vacuuming the scanner

Before cleaning the imaging area, it is suggested that you vacuum the inside of the scanner to remove any dust and debris.

Cleaning the imaging area

1. Wipe the upper and lower imaging area using a “Step 1” Brillianize Detailer wipe. Be careful not to scratch the imaging area when cleaning.



2. Wipe the upper and lower imaging area again using the “Step 2” Brillianize Detailer wipe to remove any debris and polish the surface.
3. When finished, close the scanner cover with both hands.

Running a transport cleaning sheet

1. Remove the wrapping from the Transport Cleaning Sheet.
2. Adjust the side guides to fit the cleaning sheet.
3. Place a transport cleaning sheet in the input tray (adhesive side facing you) in portrait orientation.
4. Using your scanning application, scan the transport scanning sheet.
5. After the transport cleaning sheet is scanned, turn it over (adhesive side facing the input tray) and scan it again.
6. Open the scanner cover and wipe the imaging area with a lint-free cloth included with the Brilliance Detailer wipes.
7. Close the scanner cover with both hands.
8. Check your image quality.
9. If necessary, repeat this procedure until all residue is removed from the rollers.

NOTE: When a transport cleaning sheet gets very dirty, discard it and use a new one.

Replacement procedures

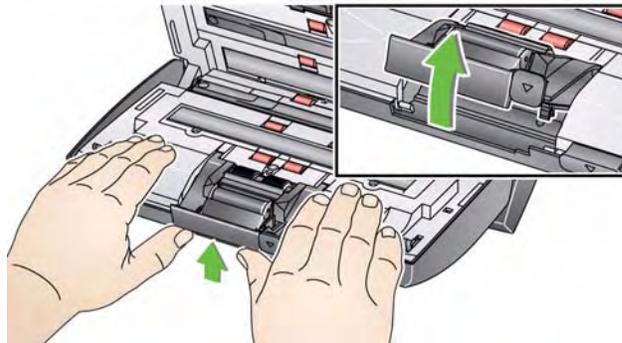
Kodak Scanners use replaceable tires that can feed a wide range of document types, sizes and thicknesses. Tire life and performance will vary based on the customer's document set, the frequency of cleaning the paper path and tires, and following the recommended schedule for changing tires. Nominal tire life is approximately 60,000 to 125,000 photos/pages. Usage figures are not guaranteed. Customer-operating environments, document type, the condition of photos being scanned, and not following the recommended cleaning and replacement procedures, can cause the life of the consumables to vary. You should change the tires if you notice an increase in multiple feeds, stoppages, or a decrease in feeder performance that is not resolved by following the cleaning procedures.

NOTES:

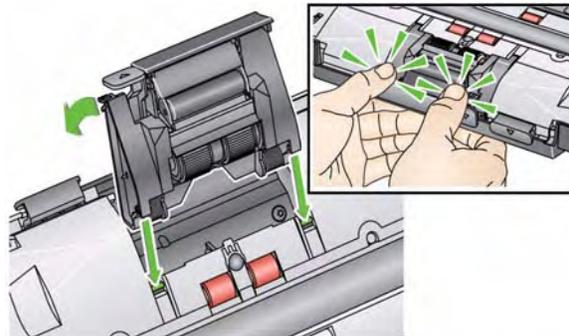
- Before beginning replacement procedures, disconnect the electrical power.
- Certain paper types (such as carbonless paper or newsprint), failure to clean regularly, and/or use of non-recommended cleaning solvents can shorten roller life.

Replacing the separation module and tires

1. Push the separation module up to snap out and lift it out of position.



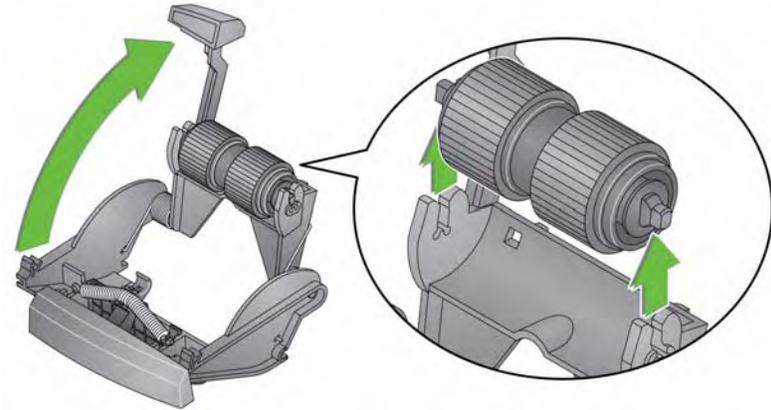
- If you are replacing the separation module, insert the new separation module by aligning the tabs with the slots and snapping it into position.



- If you are replacing the tires, continue with Step 2.

2. Holding onto the separation module, rotate the release lever back so you can access the separation roller.

CAUTION: Use caution as the release lever is spring-loaded and will snap back if you do not hold it in place.

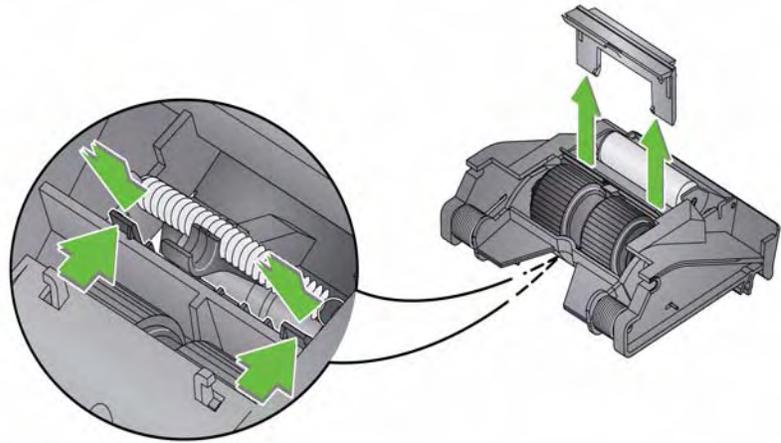


3. Remove the separation roller from the separation module housing.
4. Remove each tire by sliding the tire off the core.
5. Install each new tire by gently pulling it over the core.
IMPORTANT: Do not overstretch the tire, it may tear.
6. Reinstall the separation roller in the separation roller housing. Be sure the separation roller snaps into place.
7. Reinstall the separation module by aligning the tabs with the slots and snapping it into position.

Replacing the pre-separation pad

If you have the optional document separation module for the *Kodak* Picture Saver System Scanner and if you need to install or replace the pre-separation pad, follow these steps.

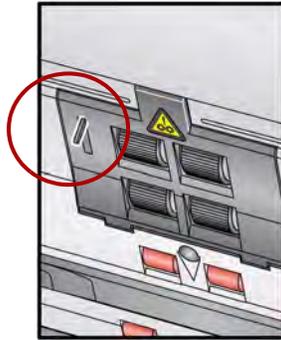
1. Remove the separation module from the scanner by following the steps previously described in “Replacing the separation module and tires”.
2. Hold the separation module in both hands and locate the two side tabs which protrude slightly from the back of the separation module.
3. Push down on the side tabs until the pre-separation pad protrudes slightly from the front of the separation module.
4. Grasp the pre-separation pad and pull it out of the separation module.



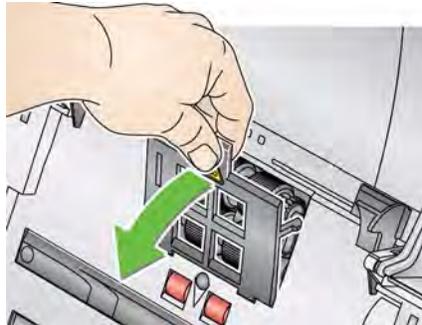
5. Discard the worn pre-separation pad.
6. Align the side tabs of a new pre-separation pad with the slots on the separation module.
7. Push the pre-separation pad firmly in the slots until the pre-separation pad flap rests lightly against the separation module tires.
8. Reinstall the separation module by aligning the tabs with the slots and snapping it into position.

Replacing the feed module and tires

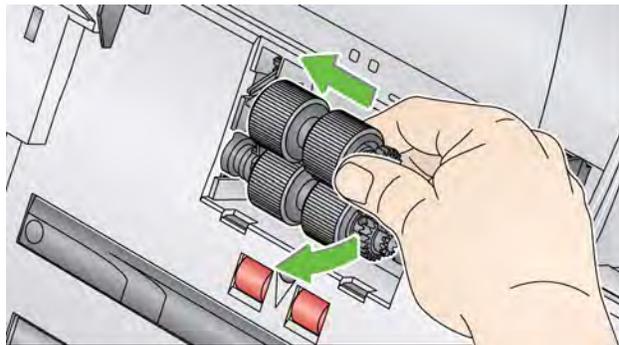
NOTE: The paper present sensor is located to the left of the feed module. Be careful not to damage the paper present sensor when removing or cleaning around the feed module.



1. Push against the raised edge of the feed module cover and lift it up and out of position.

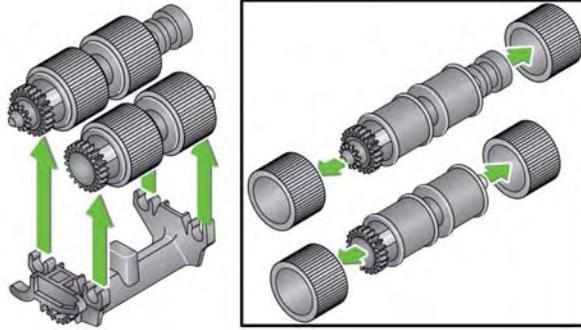


2. Rotate the feed module forward and push it to the left to lift it out of position.



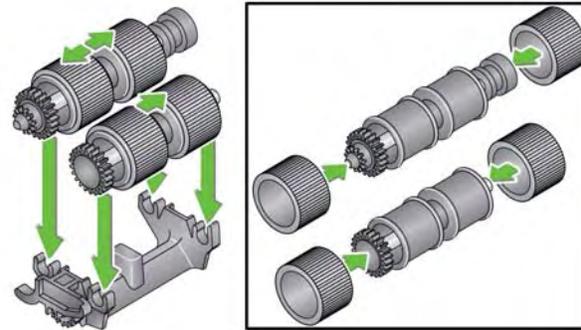
- If you are replacing the feed module, insert the new feed module by aligning the pins and pushing it toward the left to fit it into position. Be sure the gears are aligned and it snaps into place, then go to Step 5.
- If you are replacing the tires, continue with Step 3.

3. Remove each core assembly by lifting up and out of position and slide each tire off of the core.



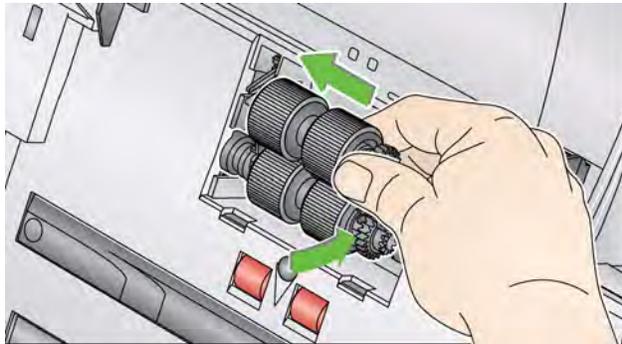
4. Install each new tire by gently pulling it over the core and replace the core assembly in the feed module.

NOTE: You may need to slide the shaft to the right or left so the core fits properly within the feed module housing



IMPORTANT: Do not overstretch the tire; it may tear.

5. Reinstall the feed module by aligning the pins and pushing it toward the left to fit it into position. Be sure the gears are aligned and it snaps into place. Roll the feed module back into place.

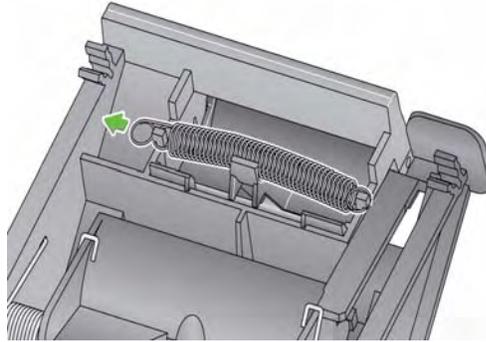


6. Reinstall the feed module cover by aligning the tabs with the slots and pushing it back into position until it snaps into place.

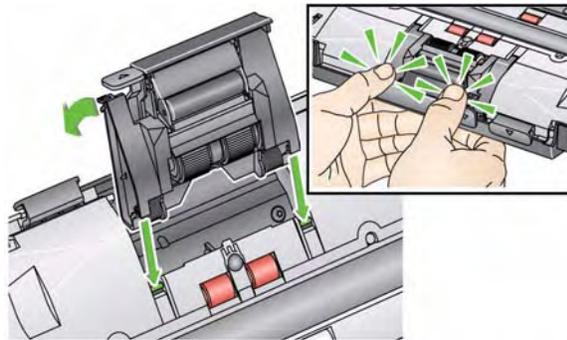
Adjusting the pre-separation roller tension

If you are experiencing multi-feeds or document jams, it may be necessary to adjust the pre-separation roller tension.

1. Remove the separation module from the scanner by following the steps described previously in “Replacing the separation module and tires”.
2. Locate the spring on the separation module.
3. Lift the spring from the holder and move it to the left or right as desired to adjust the tension.



4. When finished, reinsert the separation module by aligning the tabs with the slots and snapping it into position.



Supplies and consumables

Contact your scanner supplier to order supplies.

Description	CAT No.
<i>Kodak</i> Feed Rollers / for i1200/i1300 Series Scanners (qty. 12)	148 4864
<i>Kodak</i> Gentle Photo Separation Module	169 5097
<i>Kodak</i> Standard Separation Module for <i>Kodak</i> Picture Saver Scanning System PS400/800 Series	196 0426
<i>Kodak</i> Feed Module / for i1200/i1300 Series Scanners	826 9607
<i>Kodak Digital Science</i> Roller Cleaning Pads (qty 24)	853 5981
<i>Kodak Digital Science</i> Transport Cleaning Sheets (qty 50)	169 0783
<i>Brilliance</i> Detailer Wipes / for <i>Kodak</i> Scanners	826 6488
Optics Cleaner Pad	868 3724
<i>Kodak</i> Picture CD (50 CD beehive)	187 6663

NOTE: Items and catalog numbers are subject to change.

7 Achieving Good Quality Images

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Scanning environment

Dirt and dust can hinder photo scanning operations by adding streaks to digital images. Dirt and dust can also promote scratching of photos, both during and after scanning.

Follow these recommendations to keep your scanning environment as clean as possible:

- Vacuum the scanner and the surrounding area frequently.
- Keep your scanning environment as free from dirt and dust as possible. Use care when dusting surfaces around the scanner. Dusting quickly and carelessly just redistributes dust in other surrounding areas.
- Use the dust cover when the scanner is not in use. When removing the dust cover from the scanner, if the dust cover has accumulated dust, carefully remove the dust cover and shake it free of dust in a location away from the scanner.
- Use the scanner in an area where the relative humidity is at least 50%. Dry environments lead to static which promotes the accumulation of dust.

Handling photographs

Be sure your photos are clean before scanning them. Scanning dirty photos may cause more dirt and dust to accumulate in the scanner. To minimize dirt and dust build-up in the scanner and prevent possible streaking, consider the following:

- **Wear gloves** — wearing cotton gloves while handling photographs may reduce the oils from your hands getting on the photos and minimize the amount of dirt and dust that collects in the scanner.
- **Cleaning photos** — gently vacuum older prints that appear to be dusty. An alternative approach to cleaning photos is to use a microfiber cloth (included with the Brilliance Detailer wipes) or similar wipes available from a photo retailer, which are lint-free, ultra-soft disposable non-abrasive wipes. They are safe to use on emulsions, optics, scanners and CD's. Dust should always be removed in a way that will not harm the original photo.

- **Adhesives** — sticky substances such as glue and other album-related adhesives on photos, can be transferred to the imaging area of the scanner. Remove the adhesive with appropriate cleaners. Photos with adhesive substances can also be scanned from the *Kodak A3* or *A4 Flatbed Accessory* thus preventing these substances from gathering in the scanner.
- **Uncurling photos** — photos that have significant curl may not transport effectively through the scanner. If possible, stacks of photos may be safely uncured before scanning.

NOTE: Photos that are severely curled can either be rotated 90 degrees so the curl is not in the direction of the transport or scanned from the *Kodak A3* or *A4 Flatbed Accessory*.

- **Fanning photos** — for reliable feeding, fan the photos before scanning.



- Always place a blank placeholder top sheet on top of the stack of photos being scanned. This top sheet protects the top photo from tire marks as the last photo before the top sheet is fed into the scanner. This top sheet is a good place to record customer information since it will be scanned with the photos.

Keeping your scanner clean

For best scanning results it is suggested that you frequently perform a **quick** cleaning sequence in between your routine, **thorough** cleaning procedures. This level of cleaning can be done frequently, perhaps as often as every 100 prints or when streaks appear on an image(s). Refer to Chapter 6, *Maintenance* for detailed cleaning procedures.

To do a quick cleaning:

1. Open the scanner cover and look at the imaging area for any noticeable dust particles.
2. Wipe the imaging area with a microfiber cloth to remove any loose dust particles.
3. After wiping the glass, re-inspect for any visible dust particles.
4. Close the scanner cover and evaluate the subsequent scans. If streaking or other problems remain, it may be necessary to do a more thorough cleaning. You can:
 - Wipe the imaging area with Brilliance Detailer wipes. These wipes provide an excellent, alcohol-free cleaning process. This two-step process includes a wet de-static wipe and a dry silicon-based polish that leaves the scanner with a clean, clear, anti-static finish.
 - Run a transport cleaning sheet through the scanner to pick up loose dust particles, especially on the rollers. Depending on how dirty the scanner is, these sheets can be used several times. Discard the cleaning sheet when it is very dirty.
 - For more extensive cleaning, see Chapter 6.

Photo scanning

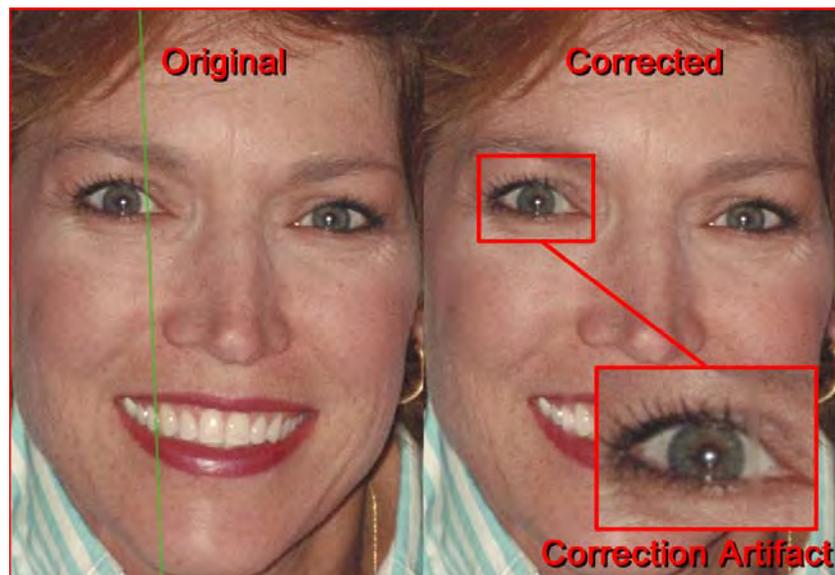
For the best scanning results the following is suggested:

- Place your photos face-up in the input tray. This orientation minimizes scratching of the print emulsion.
- The *Kodak Picture Saver Scanner PS450* is shipped with the *Kodak Separation Module* and with the pre-separation pad un-installed. If you encounter problems when feeding photos through the scanner, especially curled photos, you can install the pre-separation pad and/or install the *Kodak Separation Module*. For pre-separation pad installation procedures, see “Replacing the pre-separation pad” in Chapter 6, *Maintenance*. For instructions on replacing the separation module, see “Replacing the separation module and tires” also in Chapter 6.

IMPORTANT: Use caution when scanning photos with the pre-separation pad installed. Internal testing has shown a higher risk of scratching on the photos.

Reducing streaks

The *Kodak Picture Saver Scanning System* software has been enhanced to reduce the occurrence of streaks in your images. The best method to obtain streak-free images is to keep the scanner imaging area clean. The *Picture Saver Scanning System* software provides an option called the **Image Cleaner tool**. When this option is checked, the software will attempt to remove any streaks that may occur in a scanned image from the dust in the scanner. In most cases, corrections are either undetectable or very hard to detect. However, based on the size of the streak and the image content where the streak exists, there may be a slightly observable correction artifact remaining. In almost all cases, this correction artifact is preferable to the actual streak.



Monitoring Streaks — review images on the Scan Viewer screen and if streaks are detected, pull the rest of the photos from the feeder to stop the scanner. It is best to scan photos in smaller batches (approximately 50) then rescan these images as necessary.

Banding

Banding can occur when photos are curled in landscape orientation and fed through the scanner. If you experience an issue with curled photos that generate horizontal bands on images, it is suggested that you rotate the photos by 90 degrees and feed the photos in the scanner so the curl is not in the direction of the transport. This may eliminate or minimize the banding.

NOTE: It is suggested that you feed photos *top first* to minimize banding in light areas at the top of photos.



Top



Place a blank placeholder top sheet on top of the stack of photos being scanned. This top sheet can reduce banding and also protects the top photo from tire marks as the last photo before the top sheet is fed into the scanner. This top sheet is a good place to record customer information since it will be scanned with the photos.

8 Troubleshooting

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Problem solving

Occasionally you may encounter a situation with your scanner where it may not function properly. Use the chart below as a guide to check possible solutions to help you resolve the situation before calling Technical Support.

Problem	Possible Solution
<p>Photos are jamming or multiple photos are feeding</p>	<p>Make sure that:</p> <ul style="list-style-type: none"> • the side guides are adjusted for the width of the photos you are scanning. • all photos meet the specifications for size, weight and type as outlined in Appendix A, <i>Specifications</i>. • the scanner and tires are clean. • the spring on the pre-separation module is adjusted to the proper tension. See the procedures in Chapter 6, <i>Maintenance</i>. • the feed module and pre-separation module are installed properly and securely in place. See the procedures in Chapter 6, <i>Maintenance</i>. • Photos sometimes stick due to static electricity. Fan the photos and make sure the ambient humidity is sufficient. <p>To remove a photo jam: <i>IMPORTANT: Be sure the input tray is up before opening the cover. Do not pull the jammed photo out of the scanner; open the scanner cover first.</i></p> <ul style="list-style-type: none"> • Open the scanner cover. <div data-bbox="670 1493 1024 1822" data-label="Image"> <p>The illustration shows a hand reaching into the scanner's input tray. The scanner cover is open, and a photo is visible inside. A green arrow points to the photo, indicating the location of the jam. The scanner is shown from a top-down perspective.</p> </div> <ul style="list-style-type: none"> • Remove any jammed photo(s) from inside the scanner. • Close the scanner cover and resume scanning.

Problem	Possible Solution
Scanner will not scan/feed photos	<p>Make sure that:</p> <ul style="list-style-type: none"> • the power cord is plugged securely into the back of scanner and the wall outlet. • the power supply, green LED is lit. • the power switch is on. • the wall outlet is not defective (call a licensed electrician). • the PC was restarted after installing the software. • photo(s) is making contact with the feed rollers. <p>If you are feeding several photos in the upright position, and the transport will not start, it may be necessary to fan the bottom photos so the feed rollers can grasp the first photo and start the feeding process, or use the tilt button to rotate the scanner into the middle position.</p>
Application display windows and screens are distorted	Check the dpi settings in the Display Properties. The settings should be set to Normal size, 96 dpi with 32-bit color.
No images are being displayed	<ul style="list-style-type: none"> • Be sure the side you want to scan is facing forward (not facing the input tray). For more information, see the section entitled, "Getting your photos ready to scan" in Chapter 5, <i>Scanning Photos</i>.
Images are not being cropped correctly	<ul style="list-style-type: none"> • Images are not being cropped correctly from the scanner. Rescan and adjust the side guides for the width of the photos you are scanning. • Images are not being cropped correctly from the flatbed. Try placing a contrasting background behind the photograph and rescan.
Roller marks appear on the photo after scanning	Clean the rollers. See the procedures in Chapter 6, <i>Maintenance</i> .
Streaks are running through a color photo	<ul style="list-style-type: none"> • The scanner is dirty and needs to be cleaned. Refer to the "Cleaning procedures" in Chapter 6, <i>Maintenance</i>. • Select the Image Cleaner tool option on the Scan Images screen to eliminate or minimize streaks. • Also see the section entitled, "Keeping your scanner clean" in Chapter 6 to do a "quick cleaning" procedure.
Scanner is running slow	<ul style="list-style-type: none"> • Your PC may not meet the minimum requirements for the scanner. • The scanner is rated and designed to operate with USB 2.0, but will function in a USB 1.1 port. If you are using a USB 1.1 connection, update your connection to USB 2.0. • Scanning photos at 600 or 1200 dpi will scan slower.
Cannot scan after Standby or Hibernate with Microsoft Windows Vista	<ul style="list-style-type: none"> • Upgrade to Service Pack 2. • Disable USB power management settings on your PC for this scanner.

Installation issues

- Unless you changed the default at installation, scanned images can be found at **C:\Scanned_Pictures**. These images can now be handled in a variety of ways: uploaded to a photo management system, burned to CD/DVD, printed, emailed, etc.
- The Picture Saver Scanning System uses Microsoft .NET Framework 2.0. If .NET Framework 2.0 is not installed on the PC, it will be installed during installation.
- If a security software application is installed on the PC, you may be asked whether you want to allow or deny installation of the Picture Saver Scanning System. Select **Allow** or **Yes**. If you inadvertently select **Deny** or **No**, open the security software application and set the permission to *Allow* the installation of the Picture Saver Scanning System.
- Close any currently running scanner applications or applications that use a USB software dongle before starting the Picture Saver Scanning System installation and power down any attached scanners.
- The USB software dongle should be plugged into a USB 2.0 port directly on the PC, not into a USB hub that is then plugged into a PC USB port. Plugging a USB 2.0 hub into a USB 1.1 port can cause the WIBU software to not load automatically (see the next issue).
- If after installation of the application and plug-in of the USB software dongle, the WIBU software does not automatically load, a message may be displayed asking for the WIBU installation disk. Select that you have the software disk and choose the CD drive with the Picture Saver Scanning System Installation CD. This will complete the WIBU software installation.
- Product Registration requires an Internet connection. If registration fails, check your Internet connection and retry. Only 5 attempts are allowed for Product Registration. If you need to register more than five times, contact Kodak Service.

Application issues

- The *Kodak* Picture Saver Scanning System has a fixed screen size of 1024 x 768. You can also alternatively set the display properties to a higher screen resolution of 1152 x 864 so that the application does not cover the entire desktop.
- If the scanner encounters **E9 Document Jams** when scanning at higher resolutions (600 or 1200 dpi) and the PC's RAM is less than 3GB, then the memory should be increased to the required 3GB RAM for high resolution scanning.

Conflicts with other applications

Some image viewers and backup programs that monitor the hard drive for new image files may access files in the output folder while in use by the Picture Saver Scanning System. This may cause functions (Rotate and Auto-Rotate) to not work properly. Turn off watched folder and backup synchronization functionality for other image products when scanning photos or uninstall the products. The HP TouchSmart Cyberlink Media Library Service (CLMLSvc.exe) and Western Digital SmartWare and Memeo Sync backup software are known to cause problems.

Application configuration

The Picture Saver Scanning System may be configured by modifying the PrintScan.ini file in the directory specified below for your particular Windows operating system. You can change the location for the output JPG files (Target_Path) and adjust the folder size for burning CDs, *Kodak* Picture CDs or DVDs. The maximum folder size can be changed by specifying a new value for the CDFolderSize, PCDFolderSize, DVDFolderSize and USBFolderSize parameters in the PrintScan.ini file.

A3 and A4 Flatbed scanner rotation may be set using the FlatbedRotation parameter.

Reversing the order of the photo faceup scans may be enabled/disabled using the ReverseFaceUp parameter.

The default values for other parameters are preset to optimal values or set by the Scan Settings screen and generally do not need to be modified.

Additional guidance for changing specific parameters may be found in the PrintScan.ini file.

PrintScan.ini folder location

Windows XP:

C:\Documents and Settings\All Users\Application Data\kds_kodak\Picture Saver System PS450

Windows Vista and Windows 7:

C:\ProgramData\kds_kodak\Picture Saver System PS450

NOTE: These folders may be hidden. If so, you may need to go into the Windows operating system to display them.

CD/DVD burning

An administrator may provide CD/DVD burning permissions for limited user rights.

To reach the appropriate group permissions panel in Windows XP:

1. Click **Start**.
2. Click **Run**.
3. Type **gpedit.msc**.
4. Click **OK**.
5. In the Group policy interface, expand **Computer Configuration**, expand **Windows Settings**, expand **Security Settings**, expand **Local Policies** and double-click **Security Options**.
6. Set **Devices: Restrict CD-ROM access to locally logged-on user only** to **Enabled**.
7. Set **Devices: Allowed to format and eject removable media** to **Administrators** and **Power Users** or to **Administrators** and **Interactive Users**.

Data removal

It is the responsibility of the operators of the *Kodak* Picture Saver Scanning System to backup or delete customer orders and files from the hard drive as needed. Deleting files using the *Kodak* Picture Saver Scanning System does not completely remove the files from the PC. A file shredder or eraser should be used to completely remove files and folders so they may not be recovered or restored from the hard drive.

Error codes

Use the table below as a guide to check possible solutions to problems you may encounter when using the *Kodak Picture Saver Scanning System*.

Error Code	Message	Description
	Access to destination folder XXXX could not be set exiting the application.	Verify that there is a valid Target_Path for the scanned photos in the PrintScan.ini file.
	Burn CD/DVD and Burn Picture CD buttons are disabled.	Run as Administrator or have the administrator give limited rights users permission to burn CD/DVDs. Refer to the section entitled, "Application Configuration" earlier in this chapter.
10, 11, 12, 23	Failure to communicate with the scanner. Please retry. If this error persists, please contact Support with error code XX.	Verify that the Picture Saver Scanner PS450 is attached, turned on and the green LED is on and steady. If the error persists, contact Kodak Service.
105, 106, 107, 108, 109	Failure to communicate with the flatbed scanner. Please retry. If this error persists, please contact support with error code 10X.	Verify that the flatbed is attached properly to the scanner. If the error persists, contact Kodak Service.
110, 111, 112, 113, 114	Image Cleaner Tool failure. Please retry. If this error persists, please contact support with error code 11X.	Contact Kodak Service.
186	System configuration error. Please contact Kodak support. Exiting...	If the problem persists, contact Kodak Service.
1001	Error Code: 1001. Installation error. Could not fetch image processing defaults. Please check PrintScan.ini. Exiting...	Verify that a valid PrintScan.ini file exists. Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
1002	Error Code: 1002. Could not read image processing defaults from scannerprofile. Continuing with default settings.	Verify that a valid scannerprofile file exists. Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
1003	Error Code: 1003. Scanner driver version incorrect. Refer to <i>Kodak Picture Saver Scanning System Administrator's Guide</i> , Chapter 8 for more information.	The Picture Saver Scanning System software does not support the installed scanner drivers. Do not install other drivers for the Picture Saver Scanning System. To re-install the scanner drivers, turn off the scanner and uninstall the scanner driver, then reinstall the <i>Kodak Picture Saver Scanning System Software CD</i> . Reboot the PC then power on the Picture Saver System Scanner. This will re-install the correct version of the scanner drivers.
1004	Error Code: 1004. Product Registration was not completed successfully. Refer to the <i>Kodak Picture Saver Scanning System Administrator's Guide</i> , Chapter 8 for more information.	Verify that you have a good Internet connection. Retry Product Registration. If the problem persists, contact Kodak Service.
1005	Error code: 1005. Error writing to file PrintScan.ini.	Verify that a valid PrintScan.ini file exists. Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to the section entitled, "Application configuration" earlier in this chapter.
1120	Image Cleaner Tool failure. Please retry. If this error persists, please contact support with error code XXXX.	If the problem persists, contact Kodak Service.

Error Code	Message	Description
2001	Disable items in Registry was not completed successfully!	Unable to write to the registry. Verify the userid has permission to write to the registry. If the error persists, contact Kodak Service.
2002	Enable items in Registry was not completed successfully!	Unable to write to the registry. Verify the userid has permission to write to the registry. If the error persists, contact Kodak Service.
3000	Could not enable cash unit.	Cash payment device is disabled. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3001	Could not enable coin device.	Coin acceptor could not be enabled. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3002	Could not enable bill device.	Bill acceptor could not be enabled. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3003	Could not enable credit card unit.	Credit card payment device is disabled. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3004	Could not enable credit card reader device.	Credit card reader could not be enabled. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3005	Payment device not found. Please contact system administrator.	Verify that a payment device is attached and powered on. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3006	Payment device COM port not found. Please contact system administrator.	Verify that a payment device is attached and powered on and that the payment device driver has been installed. Refer to the section entitled, "Installing the Kodak driver software" in Chapter 2.
3007	Payment device not ready. Please contact system administrator.	Verify that a payment device is attached and powered on. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3008	Too many payment devices found. Please contact system administrator.	Verify that at most one credit card payment device and one cash payment device are attached to the system. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3009	Unable to disable payment device's no activity timeout.	Could not configure the cash payment device. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3010	Unable to write maximum cash order amount.	Could not configure the cash payment device. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
3011	Unable to write currency.	Could not configure the cash payment device. Close and restart the <i>Kodak Picture Saver Scanning System</i> . If the error persists, contact Kodak Service.
4000	CD/DVD burning is not supported	<ul style="list-style-type: none"> • Run as Administrator or have the administrator give limited rights users permission to burn CD/DVDs. Refer to the section entitled, "Application Configuration" earlier in this chapter. • Verify a CD/DVD burner is installed on the PC.

Error Code	Message	Description
4001	Please install Windows Feature Pack for Storage.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
4002	Delegate Function error.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
4003	Recorder not supported.	Not all brands of CD/DVD burners are supported by the <i>Kodak Picture Saver Scanning System</i> . Try using another burner such as an external USB CD/DVD burner. If you are using XP, upgrade to Vista or Windows 7 or use the software application that came with the CD/DVD burner to burn the CD/DVD.
4004	Error getting supported recorder types.	Not all brands of CD/DVD burners are supported by the <i>Kodak Picture Saver Scanning System</i> . Try using another burner such as an external USB CD/DVD burner. If you are using XP, upgrade to Vista or Windows 7 or use the software application that came with the CD/DVD burner to burn the CD/DVD.
4005	Write failed.	Not all brands of CD/DVD burners are supported by the <i>Kodak Picture Saver Scanning System</i> . Try using another burner such as an external USB CD/DVD burner. If you are using XP, upgrade to Vista or Windows 7 or use the software application that came with the CD/DVD burner to burn the CD/DVD.
4006	Media Detection Error.	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is writable and has not been closed / finalized.
4007	File or Folder Does Not Fit on Disc.	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is writable and has not been closed / finalized.
4008	Create File System Error.	Verify the selected files and folders will fit on the CD/DVD media.
4009	Error adding file.	Verify that a file with that name does not already exist on the CD/DVD media and that the media has sufficient free space for the files.
4010	Error adding folder.	Verify that a folder with that name does not already exist on the CD/DVD media and the media has sufficient free space for the folder.
4011	Erase Media failed.	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is re-writable.
4012	Error Burning Disc!	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is writable and has not been closed / finalized.
4013	Error Formatting Disc!	Verify that appropriate media has been inserted into the CD/DVD burner, the burner has had time to spin up, and the media is re-writable.

Error Code	Message	Description
6017	Please check if the correct USB license dongle has been inserted in your PC's USB port. If this error persists, please contact support with error code 6017.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC.
6XXX	Please check if the correct USB License dongle has been inserted into your PC's USB port. If this error persists, please contact support with error code 6XXX.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC.
7000	Please check if WIBU runtime has been installed. WIBU runtime (WkRuntime.exe) can be found on the CD provided with the Kodak scanner.	Contact Kodak Service.
7001	License .dat file not found. Please contact support with error code 7001.	Contact Kodak Service.
8001	Profile error. Please verify that scanner default profile settings have not been altered. If this error persists, please contact support with error code 8001.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
8002	Scanner name not found. Please verify that scanner default profile settings have not been altered. If this error persists, please contact support with error code 8002.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
9001, 9002, 9003	TWAIN drivers could not be started. Please retry. If this error persists, please contact support with error code 900X.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to the section entitled, "Installing the <i>Kodak</i> driver software" in Chapter 2.
9004	Could not find a Kodak scanner.	Be sure that the Picture Saver System Scanner is attached, turned on and the green LED is on and steady. If the error persists, contact Kodak Service.
9005	Please check if scanner is available to Kodak Picture Saver System.	Verify that the Picture Saver System Scanner is connected and powered on. If the error persists, contact Kodak Service.
9006, 9007, 9008, 9010	Could not connect to the scanner. Please retry. If this error persists, please contact support with error code 900X.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
9009	Could not get the image from the scanner. Please retry. If this error persists, please contact support with error code 9009.	Contact Kodak Service.
9011	Could not run the scanner. Please retry. If this error persists, please contact support with error code 9011.	Reinstall the <i>Kodak Picture Saver Scanning System</i> . Refer to Chapter 2, <i>Installation</i> .
9XXX	Could not connect to scanner. Please retry. If this error persists, please contact support with error code XXXX.	Verify that the supplied USB software dongle is plugged into a USB 2.0 port on the PC.

LED codes

Following is a listing of the codes that may be displayed in the Function window. When an error occurs, the red indicator will blink and a number is displayed in the Function window.

Code	Problem	Remedy
E 0	USB cable is not connected or the device drivers have not recognized the scanner	Be sure the USB cable is securely connected to the scanner and PC or un-install and re-install the device drivers.
E 1 - E 5 E 7; E 8	Scanner failure	Turn the scanner off, then on again. Restart the scanning application and try again. If the problem persists, contact Kodak Service.
E 6	Scanner cover open	Close the scanner cover.
E 9	Document jam	Open the scanner and remove any paper in the paper path.

NOTE: The numbers 1-9 may be displayed when the scanner's LED is green. These are not error codes; they are Function numbers used together with the Scroll and Start buttons and Smart Touch functionality.

Log files

The *Kodak* Picture Saver Scanning System PS450 creates three log files in the scan output folder (c:/Scanned_Pictures):

- **Activity log** — PS450ActivityLog.txt contains a readable version of all of the data for each order. The same information for each order is copied to a file called receipt.txt, and written to the customer's media.
- **Data log** — PS450DataLog.txt contains the same data, but may be imported into a spreadsheet as a comma-separated file.
- **Error log** — PS450ErrorLog.txt contains a running list of any error conditions and may be used to diagnose problems with the system.

Contact information

1. Visit www.Kodak.com/go/disupport to obtain the most current phone number for your country.
2. When calling, please have the following information ready:
 - A description of your problem.
 - The scanner serial number.
 - Computer configuration.
 - Software application you are using.

Appendix A Specifications

This appendix provides product and component specifications and system requirements.

System	
System components	Kodak Picture Saver Scanner PS450 Kodak Picture Saver Scanner PS450 Output Tray Kodak Picture Saver Scanning System PS450 Software Payment Device for Kodak Picture Saver Scanning System PS450
Scanner	
Scanner Type/Speed	Kodak Picture Saver Scanner PS450 — a duplex scanner which provides scanning at up to 30 4x6 photos per minute in color at 300 dpi in landscape mode.
Scanning Technology	CCD type Grayscale output bit depth is 256 levels (8-bit) Color capture bit depth is 48 bits (16 x 3) Color output bit depth is 24 bits (8 x 3)
Output Resolutions	300, 600 and 1200 dpi
File Format Output	Single-page JPEG photo scanning
Minimum Photo Size	63.5 x 50 mm (2.5 x 2 in.)
Maximum Photo Size	Scanner — 215 x 863 mm (8.5 x 34 in.) A4 Flatbed — 219 x 300 mm (8.62 x 11.81 in.) A3 Flatbed — 302 x 461 mm (11.92 x 18.15 in.)
Paper Weight	34 g/m ² to 413 g/m ² (9 to 110 lbs.)
ADF Capacity	PS450: up to 25 mixed-size photos per batch; ADF capacity: 75 sheets
Illumination	Dual Fluorescent (cold cathode)
Electrical requirements	100 - 240 V (international), 50/60 Hz
Scanner Dimensions	Height: 246 mm / 9.7 in. (not including input and output trays) Width: 327.7 mm / 12.9 in. Depth: 162 mm / 6.3 in. (not including input and output trays)
Scanner Weight	PS450: 5.5 kg (12 lbs)
Host Connection	USB 2.0
Operating Temperature	10°C to 35°C
Humidity	10 to 85%
Environmental Factors	Energy Star qualified scanners
Power Consumption - Scanner	Off mode: <4 watts Running: <46 watts
Power Consumption - with A3 Flatbed	Off mode: ≤6 watts Running: <65 watts
Power Consumption - with A4 Flatbed	Off mode: ≤6 watts Running: <57 watts
Acoustic Noise (Sound Pressure level)	Operating: less than 58 dB(A) Off mode: less than 30 dB(A)
Bundled Software	SmartTouch Functionality

Payment Device	
Payment device type	Vendapin 5897 / 5898 Wireless Credit Card Payment Terminal
Cards accepted	MasterCard, Visa, American Express, Discover Credit or Debit (PIN-less)
Wireless network connectivity	Model 5897 (United States): ATT Wireless Model 5898 (Canada): Rogers Wireless
Dimensions	Height: 127 mm / 5.0 in. (not including antenna) Width: 152 mm / 6.0 in. Depth: 182 mm / 67.2 in.
Weight	1.8 kg (4 lbs.)
Host connection	USB 2.0
Electrical requirements	100 - 240 v, 50/60 Hz
Power consumption	Running: <25 watts
Data security certification	PCI compliant
Wireless certification	Industry Canada Certification - IC: 5131A-GC864 FCC Identifier - R17GC864

System requirements

Following is the minimum recommended system configuration to run the *Kodak* Picture Saver Scanning System PS450:

- Intel Core 2, 2 GHz Duo processor or equivalent, 250 MB free hard disk space, 1 GB RAM for 300 dpi (3 GB for Windows 7) or 4 GB RAM for 600 and 1200 dpi (4 GB for Windows 7)
- Three USB 2.0 ports
(1 for the scanner, 1 for the USB software dongle; 1 for the payment device)
- Supported operating systems. All operating systems must support USB 2.0 with administrator privileges for installation:
 - Microsoft Windows XP, Service Pack 3
 - Windows Vista, Service Pack 2
 - Windows Vista, 64-bit, Service Pack 2
 - Windows XP 64, Service Pack 2
 - Windows 7, 32-bit
 - Windows 7, 64-bit
- The *Kodak* Picture Saver Scanning System is not officially supported on non-native Windows PCs including running Windows operating system in a virtual machine or dual boot. Only limited technical support is available for these environments with no guarantees.
- Microsoft .NET Framework 2.0 (included on the Installation CD)
- Internet connection for Product Registration

NOTE: Depending on how you want to manage the images after scanning, you will need supporting devices such as; CD/DVD Writer, photo printer, etc.

Appendix B Using the Cash Payment Device Accessory

This appendix describes how to use the optional Cash Payment Device Accessory with the *Kodak Picture Saver Scanning System PS450*.

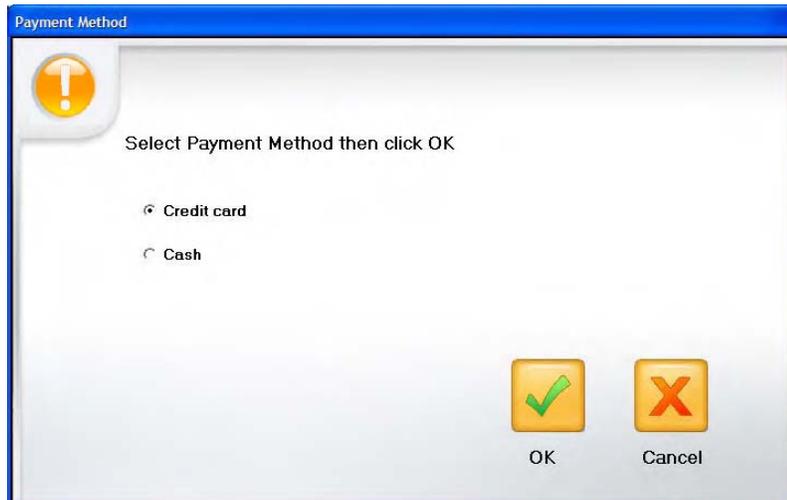
Installation

Follow the installation instructions provided by the manufacturer.

Customer screens and scanning photos

Chapter 4, *Customer Screen Descriptions* and Chapter 5, *Scanning Photos* provide detailed descriptions of the options available on the customer screens and how to scan photos. Refer to these chapters for more information. This appendix only provides information on additional options available if you have both credit and cash payment devices.

When the customer clicks **Next** on the Welcome screen, the Payment Method screen will be displayed.



This screen prompts the customer to choose which payment method they will use: **Credit card** or **Cash**. When the customer makes a selection and clicks **OK**, the Customer Order Information screen will be displayed.

NOTES:

- The payment method cannot be changed for the current order. To change the payment method, the customer must cancel this order and begin a new order.
- All payment amounts will be rounded down to the nearest nickel, since the cash payment device does not accept or give pennies.

The remainder of this appendix is based on the selection of **Cash** as the payment method.

When the customer clicks **Submit Order** on the Order Summary and Creation screen, the Insert Payment screen will be displayed.



The Insert Payment screen prompts the customer to insert their cash payment in the payment device. The total amount due is displayed at the top of the screen.

If the cash payment device has limited change available, the system will advise the customer to use only small bills or exact change. It will tell the customer the largest bill that can be accepted.

As the customer inserts bills and coins, the system will display and update a message telling how much cash has been inserted, and how much more must be inserted. The warning about using small bills will be updated as appropriate. When the customer has inserted enough cash, the amount of change due will be displayed, and the **OK** button will become active.

When the customer clicks **OK**, the system will accept the payment and dispense any change. If there is not enough change available, the system will prompt the customer to see the administrator for change.

The system will then prompt the customer to insert media and proceed. See Chapters 4 and 5 for information about writing the images to media.

NOTE: Change is only given in coins. If media burning fails, the system will return the customer's payment in coins.

Appendix C Warranty - US and Canada only

Congratulations on the purchase of a *Kodak Scanner*. *Kodak Scanners* are designed to provide end users with the highest performance and reliability. All *Kodak Scanners* are covered by the following Limited Warranty.

Limited Warranty for *Kodak Scanners*

Eastman Kodak Company provides the following Limited Warranty on *Kodak Scanners* (excluding spare parts and consumables) distributed by Kodak or through Kodak's authorized distribution channels:

Kodak warrants that a *Kodak Scanner*, from the time of sale through the Limited Warranty period applicable to the Product, will be free of defects in materials or workmanship and will conform to the performance specifications applicable for the particular *Kodak Scanner*.

All *Kodak Scanners* are subject to the Warranty Exclusions described below. A *Kodak Scanner* found to be defective or which does not conform to the product specifications will be repaired or replaced with new or refurbished product at Kodak's option.

Purchasers may determine the applicable Limited Warranty period for the *Kodak Scanners* purchased by calling (800) 822-1414, or by visiting www.Kodak.com/go/disupport or by reviewing the Limited Warranty Summary Card enclosed with the *Kodak Scanner*.

Proof of purchase is required to demonstrate eligibility for warranty service.

Warranty exclusions

Kodak's Limited Warranty does not apply to a *Kodak Scanner* that has been subjected to physical damage after purchase, caused, for example, by casualty, accident, acts of God or transportation, including (a) by a failure to properly package and ship the Scanner back to Kodak for warranty service in accordance with Kodak's then current Packaging and Shipping Guidelines, including failure to replace the shipping restraint prior to shipping, or by a failure to remove the shipping restraint prior to use; (b) resulting from the user's installation, system integration, programming, re-installation of user operating systems or applications software, systems engineering, relocation, reconstruction of data, or removal of the product or any component (including breakage of a connector, cover, glass, pins, or seal); (c) from service, modification or repair not performed by Kodak or a service provider authorized by Kodak or by tampering, use of counterfeit or other non-Kodak components, assemblies, accessories, or modules; (d) by misuse, unreasonable handling or maintenance, mistreatment, operator error, failure to provide proper supervision or maintenance, including use of cleaning products or other accessories not approved by Kodak or use in contravention of recommended procedures or specifications; (e) by environmental conditions (such as excessive heat or other unsuitable physical operating environment), corrosion, staining, electrical work external to the product or failure to provide electro-static discharge (ESD) protection; (f) by failure to install firmware updates or releases available for the product and (g) by such other supplemental exclusions published from time to time online at www.Kodak.com/go/disupport or by calling (800) 822-1414.

Kodak provides no Limited Warranty for products purchased from countries other than the United States. Purchasers of products from foreign distribution channels must seek warranty coverage, if any, through the original source of purchase.

Kodak provides no Limited Warranty for products that are purchased as part of a third party manufacturer's product, computer system or other electronic device.

Any warranty for these products is provided by the OEM (Original Equipment Manufacturer) as part of that manufacturer's product or system.

The replacement product assumes the remainder of the Limited Warranty period applicable to the defective product or thirty (30) days, whichever is longer.

Installation Warning and Disclaimer

KODAK WILL NOT BE RESPONSIBLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES RESULTING FROM THE SALE, INSTALLATION, USE, SERVICING OR IMPROPER FUNCTIONING OF THIS PRODUCT, REGARDLESS OF THE CAUSE. SUCH DAMAGES FOR WHICH KODAK WILL NOT BE RESPONSIBLE, INCLUDE, BUT ARE NOT LIMITED TO, LOSS OF REVENUE OR PROFIT, LOSS OF DATA, DOWNTIME COSTS, LOSS OF USE OF THE PRODUCT, COST OF ANY SUBSTITUTE PRODUCT, FACILITIES OR SERVICES OR CLAIMS OF CUSTOMERS FOR SUCH DAMAGES.

If there is any conflict between other sections of this appendix and the Limited Warranty, the terms of the Limited Warranty prevail.

How to obtain Limited Warranty service

Kodak Scanners are supplied with information on unpacking, setup, installation and operation. Careful reading of the User's Guide will answer most of the technical questions the end user might have regarding proper installation, operation and maintenance of the product. However, should additional technical support be required, you may visit our website at: www.Kodak.com/go/disupport or contact:

Kodak's Response Center: **(800) 822-1414**

The Response Center is available Monday – Friday (excluding Kodak holidays) 8 a.m. to 5 p.m. EST.

Before placing the call, the eligible purchaser should have the *Kodak* Scanner model number, part number, serial number and proof of purchase available. The eligible purchaser should also be prepared to provide a description of the problem.

Response Center personnel will assist the end user in resolving the problem over the phone. The end user may be asked to run some simple, self-diagnostic tests and report the resulting status and error code messages. This will assist the Response Center in determining if the problem is the *Kodak* Scanner or another component and if the problem can be resolved over the phone. If the Response Center determines a hardware problem exists that is covered either under the Limited Warranty or a purchased Maintenance Agreement, a Return Material Authorization Number (RMA) will be assigned as needed, a service request will be initiated and repair or replacement procedures will follow.

Packaging and shipping guidelines

Purchaser must ship all warranty returns in a method that guarantees full protection of the product from shipping damage. Failure to do so will void the *Kodak* Scanner warranty. Kodak advises the purchaser to keep the original box and packing materials for storing or shipping. Kodak is not responsible for issues related to shipping damage. The purchaser must return only the *Kodak* Scanner. Prior to shipment, purchaser must remove and retain all "add-on" items, (i.e. adapters, cables, software, manuals, etc.). Kodak accepts no responsibility for these items and they will not be returned with the repaired or replacement *Kodak* Scanner. All products should be returned to Kodak in the original shipping container, or an authorized packaging box for the units being returned. Purchaser must install the shipping restraint before the *Kodak* Scanner is shipped. When the original packaging is not available, contact Kodak's Response Center at (800) 822-1414 for part numbers and replacement packaging ordering information.

Return procedure

Eligible purchasers seeking services for *Kodak* Scanners covered under this Limited Warranty must obtain a Return Material Authorization number ("RMA") by calling (800) 822-1414 and within ten (10) business days from the date of issuance of the RMA must return the *Kodak* Scanner to the address designated in the RMA at the end user's own expense and risk, in compliance with Kodak's current Packaging and Shipping Guidelines.

Any defective products or parts replaced by Kodak become the property of Kodak.

Customer responsibility

BY REQUESTING SERVICE, THE ELIGIBLE PURCHASER ACKNOWLEDGES THE TERMS OF THE LIMITED WARRANTY, INCLUDING THE DISCLAIMER AND LIMITATION OF LIABILITY PROVISIONS. PRIOR TO SEEKING SERVICE, THE END USER MUST BACK-UP ANY DATA OR FILES THAT MAY BECOME DAMAGED OR LOST. KODAK IS, WITHOUT LIMITATION, NOT RESPONSIBLE FOR LOST OR DAMAGED DATA OR FILES.

Warranty Service descriptions

Eastman Kodak Company (*Kodak*) offers a range of service programs to support its Limited Warranty and to assist with the use and care of the *Kodak* Scanner ("Service Methods"). A *Kodak* Scanner represents an important investment. *Kodak* Scanners provide the productivity needed to stay competitive. The sudden loss of this productivity, even temporarily, could seriously affect the ability to meet commitments. Downtime can be very expensive, not just in the cost of the repair but also in time lost. To help alleviate these problems, Kodak may use one of the service methods listed below, depending upon product type, in providing service under its Limited Warranty.

Included with selected *Kodak* Scanners is a Limited Warranty Registration card and a Limited Warranty Summary card. The Limited Warranty Summary card is specific by model. The Limited Warranty Summary card contains important warranty information, including the model number and the Limited Warranty. Refer to the Limited Warranty Summary card to determine the available Service Methods applicable to the particular *Kodak* Scanner.

If the Limited Warranty Registration card or Limited Warranty Summary card cannot be located, additional information may be obtained about the product, including updated warranty and service program information and restrictions, online at www.Kodak.com/go/disupport or by phone at (800) 822-1414.

To avoid service delays, Kodak urges end users to complete and return the enclosed Limited Warranty Registration Card at the first opportunity. If you cannot locate the Limited Warranty Registration card, you may register online at www.Kodak.com/go/disupport or by phone at (800) 822-1414.

Kodak also provides a variety of service programs that may be purchased to assist with the use and care of the *Kodak* Scanner.

Kodak is committed to providing its customers with quality, performance, reliability and service under the Limited Warranty.

On-site service

For the selected *Kodak* Scanner, and after the Response Center verifies a hardware problem, a service call will be opened and logged. An *Kodak* Field Engineer will be dispatched to the product location to perform repair service if the product is located within the contiguous forty-eight (48) United States, in certain areas of Alaska and Hawaii, and if there are no security, safety or physical requirements that would restrict the Field Engineer's access to the scanner. For additional information on service areas, visit our website at: www.Kodak.com/go/docimaging. On-Site Service will be provided between the hours of 8 a.m. and 5 p.m. local time, Monday through Friday (excluding *Kodak* holidays).

AUR

AUR may be one of the easiest and most comprehensive service offerings in the industry. In the unlikely event of a product defect, for eligible purchasers of certain *Kodak* Scanners, *Kodak* will replace that product within two business days.

The AUR provides advance replacement on specific failed or broken *Kodak* Scanner. To be eligible to take advantage of the AUR, the eligible purchaser must obtain an RMA number, sign an Advance Replacement Agreement and provide a credit card deposit to secure the replacement product. The RMA number should be kept in the event that the status of the replacement product needs to be checked. The eligible purchaser will be asked for the address where the replacement product is to be shipped. The eligible purchaser will also be faxed packing and shipping instructions for the malfunctioning product. The eligible purchaser will then receive a replacement product within 2 business days after the service call initiation and *Kodak*'s receipt of the signed agreement. The malfunctioning product must be received by *Kodak* within ten (10) days of the end user's receipt of the replacement product or the end user's credit card will be charged the list price of the replacement product. Shipment of replacement Imaging Product will be made at *Kodak*'s expense and choice of freight carrier. Shipments not made under *Kodak*'s directions and choice of freight carrier may void the Limited Warranty.

Before the product is returned to *Kodak*, be sure to remove all options and accessories (which include power cord, documentation, etc.) that are not covered by the Limited Warranty. The box and packaging in which the replacement product was shipped must be used to return the malfunctioning product. If the malfunctioning product is not returned in the box and packaging in which the replacement product was shipped the Limited Warranty may be voided. The Return Material Authorization Number ("RMA") must be clearly marked on the outside of the box to ensure proper receipt and credit of the defective product.

Depot service

If the *Kodak* Scanner is not eligible for Advance Exchange or On-Site Service, an eligible purchaser may utilize our Depot Repair Service. The eligible purchaser will be instructed to ship the product to the nearest authorized Depot Repair Center. Product must be shipped at the eligible purchaser's risk and expense to the repair center. Before the product is returned to the repair center, be sure to remove all options and accessories (which include power cord, documentation, etc.) not covered by the Limited Warranty. All products should be returned to *Kodak* in the original shipping container, or in a recommended packing box. The *Kodak* Scanner must have the shipping restraint installed before it is shipped. When the original packaging is not available, contact *Kodak*'s Response Center at (800) 822-1414, for ordering information. Eligible purchasers seeking services for *Kodak* Scanners must obtain a Return Material Authorization number ("RMA") by calling (800) 822-1414, and within ten (10) business days from the date of issuance of the RMA must return the *Kodak* Scanner to the address designated in the RMA at the end user's own expense and risk. The Return Material Authorization Number ("RMA") must be clearly marked on the outside of the box to ensure proper receipt and credit of the defective product.

Upon receipt of the product, the repair center will repair product within ten (10) business days. The repaired product will be shipped back two-day express mail at no expense to the eligible purchaser.

Important restrictions

Eligibility: The Advance Exchange Program and the Depot Service are available to eligible purchasers in the fifty (50) United States, and On-Site Service is available in the contiguous forty-eight (48) states and in certain areas of Alaska and Hawaii for products purchased from authorized distributors of *Kodak*. The *Kodak* Scanner will be ineligible for any service under warranty if the product falls under any of *Kodak*'s then-current Warranty Exclusions, including a purchaser's failure to return defective products to *Kodak* in compliance with *Kodak*'s then current Packaging and Shipping Guidelines. Persons are only considered "eligible purchasers" or "end users" if they originally purchased the *Kodak* Scanner for their own personal or business use, and not for resale.

Consumables: Consumables are items that wear out under normal use and must be replaced by the end user as needed. Consumables, supplies, other expendable items and those items identified as being the user's responsibility in the User's Guide are not covered under the Limited Warranty.

If any of the above excluded parts or services are required, they may be available through an authorized service provider at their hourly rates and at terms then in effect.

Any defective products or parts replaced by *Kodak* become the property of *Kodak*.

Contacting Kodak

For Information on *Kodak* Scanners:

Website: www.Kodak.com/go/docimaging

For U.S. Service, Repair and Technical Assistance by Telephone:

Telephone technical support is available Monday-Friday between the hours of 5 a.m. to 5 p.m. excluding Kodak holidays.

Phone: (800) 822-1414

For Technical Documentation and FAQ's available 24 hours a day:

Website: www.Kodak.com/go/docimaging

For Service Program Information

Website: www.Kodak.com

Phone: (800) 822-1414

Kodak