



Visioneer®  
Patriot 480 Scanner  
User's Guide



**visioneer**



for Windows

# Visioneer Patriot 480 Scanner User's Guide

FOR WINDOWS

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- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This equipment has been certified to comply with the limits for a class B computing device, pursuant to FCC Rules. In order to maintain compliance with FCC regulations, shielded cables must be used with this equipment. Operation with non-approved equipment or unshielded cables is likely to result in interference to radio and TV reception. The user is cautioned that changes and modifications made to the equipment without the approval of manufacturer could void the user's authority to operate this equipment.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

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# Welcome

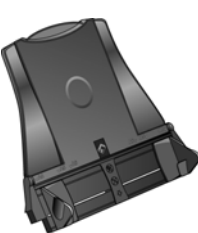
Your new Visioneer Patriot 480 scanner can quickly scan single-sided or double-sided stacks of documents, and place their images on your computer. With its innovative Front Feed tray you can also scan single items from the front of the scanner, such as embossed plastic cards.

## WHAT'S IN THE BOX

Before proceeding, check the contents of the box. If items are missing or damaged, contact the dealer where you purchased the scanner.



Patriot 480 Scanner



Input Tray



Front Feed Tray with Output Tray



Power Supply



USB Cable



Power Cord



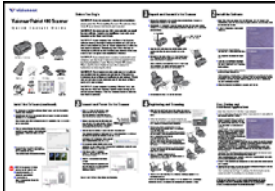
Output Tray



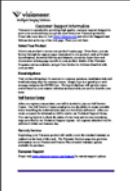
Two CD's  
Disc 1 and Disc 2



Replacement  
ADF Pad

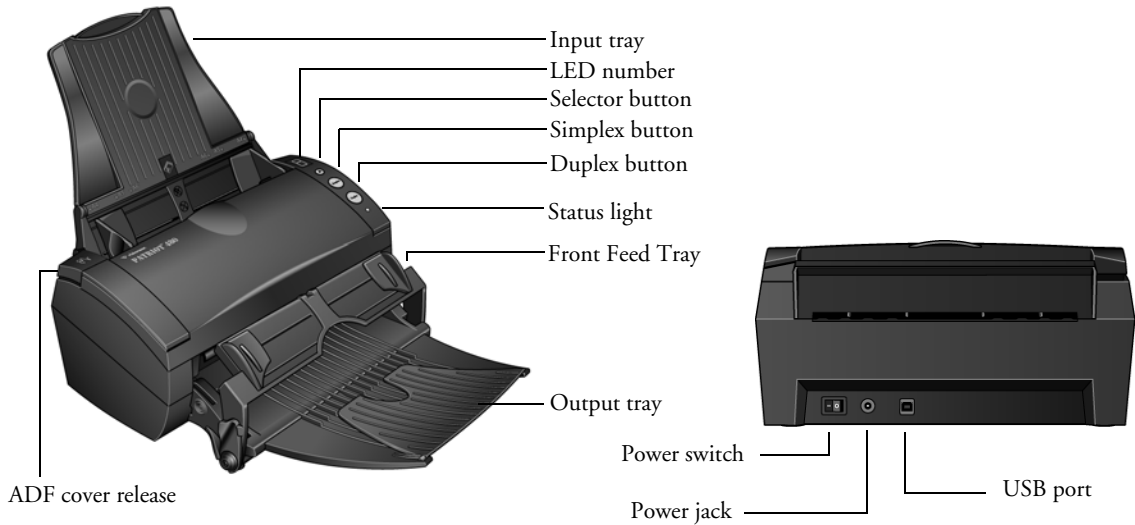


Quick Install Guide



Technical  
Support Card

## THE VISIONEER PATRIOT 480 SCANNER



**Input tray**—Holds documents in the scanner, sides adjust to fit the document width.

**LED number**—Shows the current scan setting for the Simplex and Duplex OneTouch buttons.

**Selector button**—Press to select a new scan setting for the OneTouch buttons.

**Simplex button**—Press to scan a one-sided document.

**Duplex button**—Press to scan a two-sided document.

**Status light**—Shows the scanner's status. Refer to "Status Light Troubleshooting Codes" on page 99 for additional details.

**Front Feed tray**—Place an item between the guides and press down to feed items through the front of the scanner.

**Output tray**—Holds documents after being fed through the scanner.

**ADF cover release**—Opens the cover on the ADF.

**Power switch**—On/Off power switch.

**Power jack**—Connects the power cord to the scanner.

**Universal Serial Bus (USB) port**—Connects the scanner to the computer.

## WHAT YOU NEED

### IBM-compatible Pentium 4 PC, or AMD equivalent with:

- A CD-ROM drive
- An available Universal Serial Bus (USB) port
- Microsoft® Windows® operating system: Windows 2000 (Service Pack 4), 32-bit Windows XP (Service Pack 2 or 3), 32-bit or 64-bit Windows Vista
- *Windows 2000 and XP*: Minimum of 512 megabytes (MB) of internal memory (RAM)  
*Windows Vista*: Minimum of 1 gigabyte (GB) of internal memory (RAM)
- 350 MB minimum of free hard disk space

### A VGA or SVGA Monitor

The recommended settings for your monitor are:

- High Color (16-bit) or True Color (24-bit or 32-bit)
- Resolution set to at least 800 x 600 pixels

To set your monitor's colors and resolution:

- Open the Windows Control Panel
- Double-click on **Display** then select the **Settings** tab



## DOCUMENTATION

The following documentation is provided with your scanner:

- Quick Install Guide—Abbreviated installation instructions.
- Visioneer Patriot 480 Scanner User's Guide—On the Installation CD 1; contains detailed installation, scanning, configuration, and maintenance information.
- Visioneer OneTouch MiniGuides—On the Installation CD 1; contains detailed instructions on using the OneTouch VRS, OneTouch OmniPage, and the SharePoint destination link.
- Readme—On the Installation CD 1; Contains the latest information about your scanner and software installation.
- Nuance PaperPort® User's Guide—On the Installation CD; contains detailed feature and configuration information for the PaperPort software.
- Kofax VRS™ User's Guide—On the Installation CD 1; contains detailed instructions on using the Kofax Virtual ReScan® software provided with your scanner.
- Captiva QuickScan™ User's Guide—On the Installation CD 1; contains detailed feature information and instructions for using the QuickScan software provided with your scanner.
- Nuance OmniPage® Pro User's Guide—On the Installation CD 2; contains detailed instructions for using software and configuring the OCR features in the OmniPage software.
- Online Help—For the scanner configuration, TWAIN and WIA interfaces, and PaperPort software application.

# Installation

Installation is a quick, four-step process:

1. Assemble the scanner
2. Install the software
3. Connect the power supply
4. Connect the USB cable and turn on the power

## BEFORE YOU BEGIN

*Please make sure of the following before you begin installation:*

- **The information in this guide may cover software not provided with the scanner you purchased. Disregard any information about the software not applicable to your scanner. Please visit our web site at [www.visioneer.com](http://www.visioneer.com) for the latest software updates for your Visioneer Patriot 480 scanner.**
- **If your computer has AntiVirus or AntiSpyware software running, you may see messages during installation asking you to allow the installation to proceed. The messages will differ based on the software your computer is running, but in each case allow the installation to proceed. Alternatively, you can turn off the AntiVirus or AntiSpyware software before installing your scanner. But if you do, make sure to turn it back on again when installation is finished.**
- **If you already have a scanner connected to your computer, you need to remove its driver programs first before beginning the installation of your Visioneer Patriot 480 scanner. Please see the User's Guide that you received with your other scanner for specific instructions.**
- **If your computer is running Windows Vista, you may see the Vista User Account Control screen asking you to confirm system changes. Click the Continue button to allow the installation to proceed.**

## STEP 1: ASSEMBLE THE SCANNER

1. Remove all shipping tape from the top and bottom of the scanner.
2. Carefully remove the protective foam from the ADF cover release, then press the release and open the Automatic Document Feeder cover.



3. Carefully remove any foam particles that may have gotten inside the document feeder, and close the cover.
4. Align the slots on the paper guide with the ridges on the scanner and slide it down until it snaps into place.



5. Select either the Front Feed with Output Tray or the standard Output Tray.

6. Insert the pins on each side of the output tray into the holes on the front of the scanner.



## STEP 2: INSTALL THE SOFTWARE

### To install the software:

1. Start Microsoft Windows and make sure no other applications are running.
2. Insert Disc 1 into your computer's CD-ROM drive.



The Installation menu automatically opens.

---

**Note:** If the CD does not start, check the following:

- Make sure the CD drive's door is completely shut.
- Make sure the CD was inserted in the drive in the proper direction (label side up).

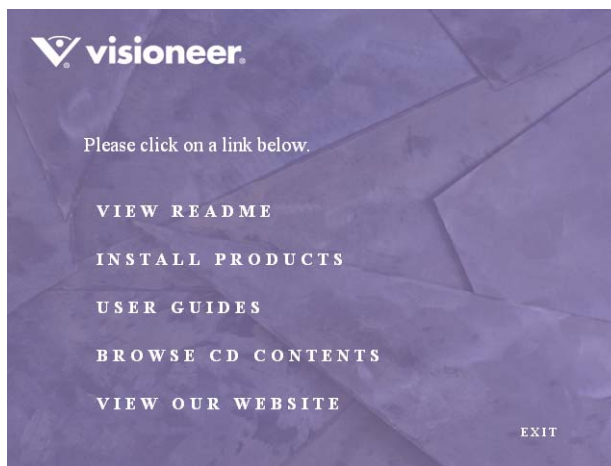
To launch the CD manually:

- Open the Windows option for your computer's disk drives.
- Double-click the icon for your CD-ROM drive.
- The Installation menu for the CD should now open.

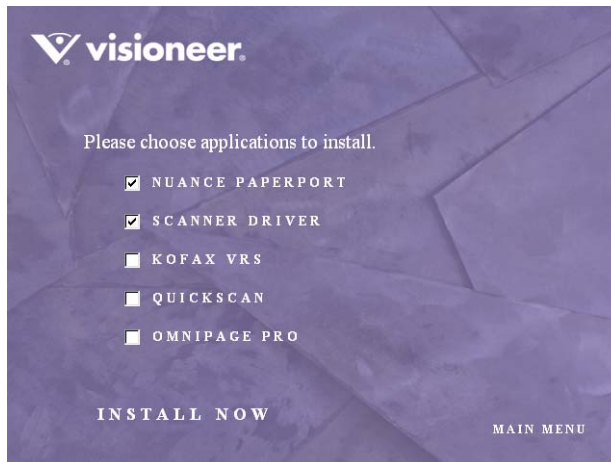
If the menu does not open:

- From the list of files on the CD, double-click the file named START32.EXE.
-

3. On the Main Menu, select **Install Products**.



4. Make sure the boxes for **Nuance PaperPort®** and **Scanner Driver** are checked.



5. Click **Install Now**.

## THE PAPERPORT INSTALLATION BEGINS

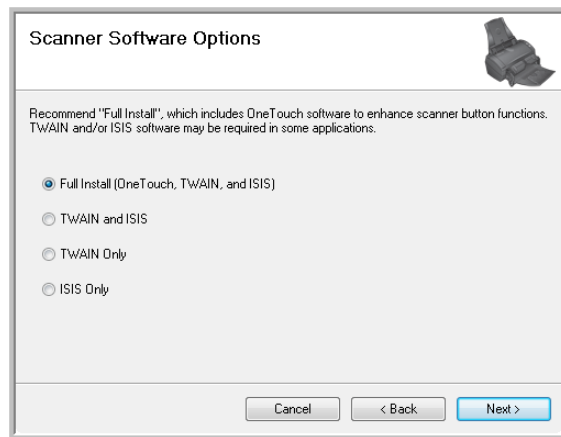
1. On the PaperPort Welcome window, click **Next**.  
Installing PaperPort will uninstall any existing version of PaperPort and will install the newer version. Your existing PaperPort files will not be affected.
2. Read the PaperPort license agreement and select **I accept the terms in this agreement**, then click on **Next**. If you choose not to accept the license agreement, the installation will terminate and the PaperPort software will not be installed.
3. In the Customer Information window, accept the current values or enter new information, then click **Next**.
4. On the Setup Type window, keep the default Setup Type and click **Next**.
5. Click **Install** to begin the installation.
6. On the Product Registration window, do one of the following:
  - Select **Register online**, click **OK**, then follow the registration instructions.
  - Select **Print registration form**, click **OK**, then follow the instructions to complete and print the registration form.
  - Select **Remind me in 7 days** and click **OK**.
7. At the InstallShield Wizard Completed window, click **Finish**.  
If a message window opens instructing you to restart your computer, click **Restart**.

## THE SCANNER DRIVER INSTALLATION WILL NOW BEGIN

1. The Welcome to the OneTouch 4.0 Setup Wizard opens. Click **Next**.



2. On the Visioneer License Agreement window, read the license agreement. If you accept the terms, select **I Agree**, and click **Next**.  
If you choose not to accept the license agreement, the installation will terminate and the scanner driver will not be installed.
3. The next window lists the choices of the drivers that you can install for your scanner.



4. Select the option you want. Click **Next**.



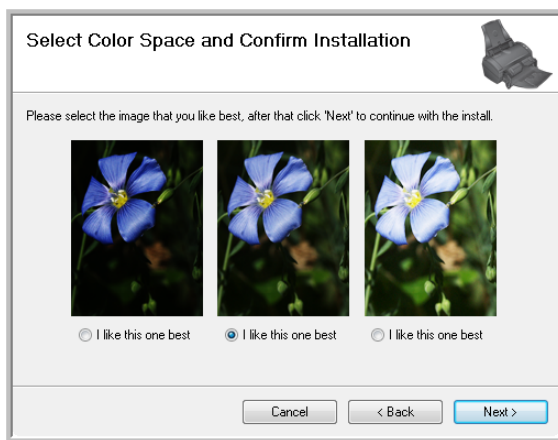
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**Note:** If your computer is running Windows XP or Windows Vista, Microsoft's Windows Image Acquisition (WIA) interface for scanning is always available, regardless of your selection on this window.

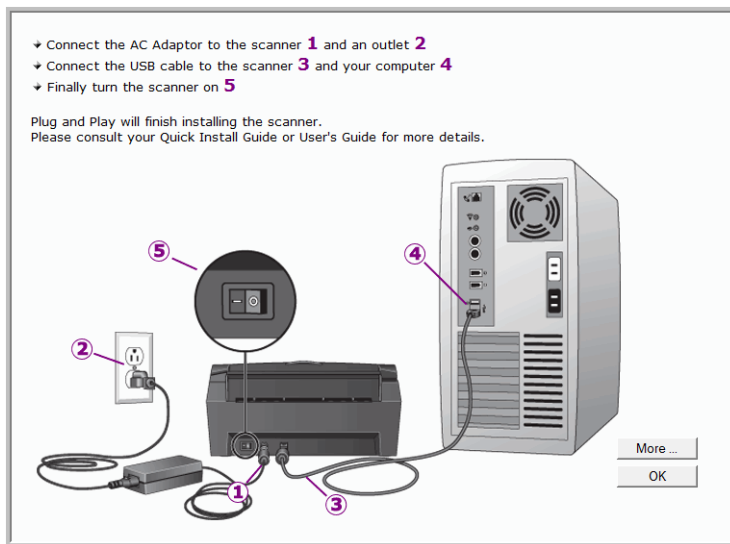
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- **Full Install (OneTouch, TWAIN and ISIS)**—This is the recommended installation. It installs the OneTouch 4.0 software which provides the necessary driver software for the scanner's buttons to work. It also installs scanning interfaces for the TWAIN and ISIS drivers. Installing this option means that you can use several different methods to scan, as explained in this User Guide.
- **TWAIN and ISIS**—The TWAIN and ISIS drivers are installed. The OneTouch Monitor will not run and you cannot use the OneTouch features. You can use the Visioneer Patriot 480 TWAIN driver to scan from applications with a TWAIN interface. You can also scan from applications that use the ISIS driver. You will not be able to scan with the buttons on the scanner.
- **TWAIN only**—The TWAIN driver is installed without the OneTouch 4.0 software or the ISIS driver. You can use the Visioneer Patriot 480 TWAIN driver to scan from TWAIN applications. You will not be able to scan with the buttons on the scanner.
- **ISIS only**—The ISIS driver is installed without the OneTouch 4.0 software or the TWAIN driver. You can use the Visioneer Patriot 480 ISIS driver to scan from ISIS applications. You will not be able to scan with the buttons on the scanner.

5. During installation you will see this window asking you to select one of the images for your Color Space setting.



6. **STOP** when you see the “Complete the installation by connecting your hardware” window. Do **NOT** click **OK** yet. Leave the window open and proceed to the next section.



## STEP 3: CONNECT THE POWER SUPPLY

Connect the power supply and power cord, and plug the power supply into an electrical outlet.

**To connect your Visioneer Patriot 480 scanner:**

1. Plug the power supply into the power port on the scanner.

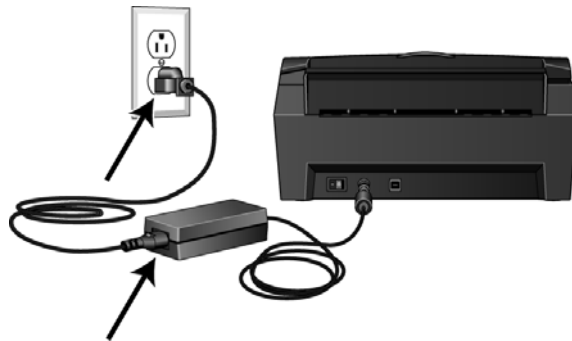


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**Note:** Only use the power supply (HEG42-240200-7L made by HiTron) included with your scanner. Connecting any other type of power supply may damage your scanner, and will void its warranty.

---

2. Plug the power cord into the power supply and into a wall outlet.



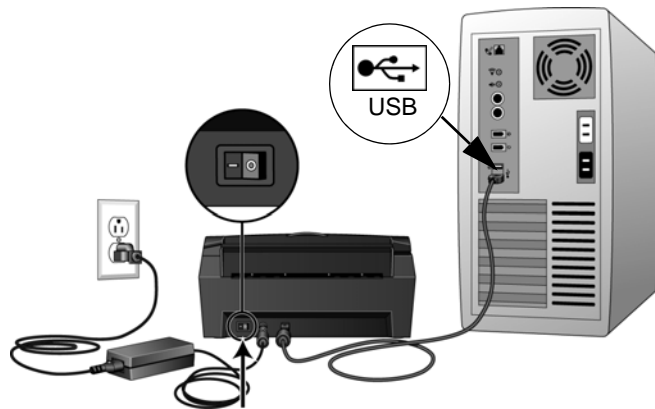
## STEP 4: CONNECT THE USB CABLE AND TURN ON THE POWER

The Visioneer Patriot 480 scanner connects to any available USB port. Check your computer's manual for USB port locations.

1. Remove any protective tape from the USB cable.
2. Plug the USB cable into the USB port on the scanner then into a USB port on the computer.

If the plug does not attach easily, make sure that you are plugging it in correctly. Do not force the plug into the connection.

3. Turn on the power switch, located on the back of the scanner to the left of the power port.

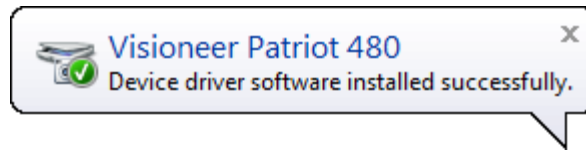


The status light comes on and flashes indicating that the scanner is receiving power.

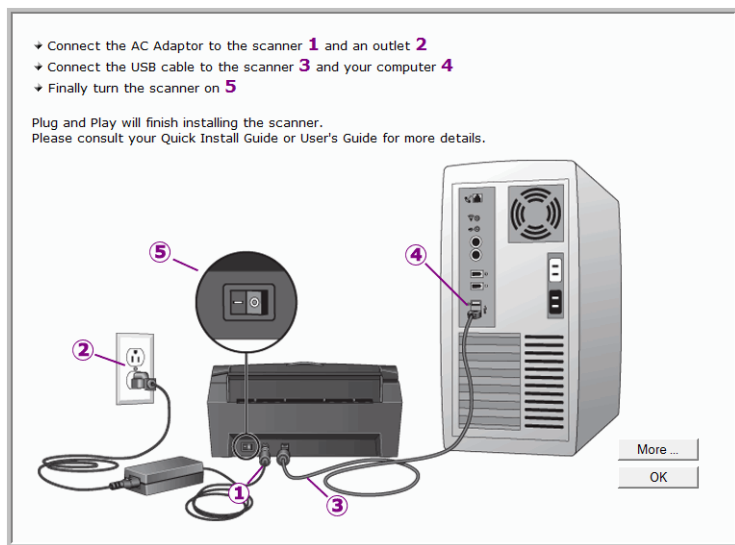
If you are using Windows XP or Windows Vista, and have plugged the USB cable into a USB 1.1 port, an information bubble may open explaining that “A HI-SPEED USB device is plugged into a non-HI-SPEED USB hub”. Plug the USB cable into a USB 2.0 port (if available) or just disregard the message. If you leave it plugged into the USB 1.1 port, your scanner may scan a bit slower.

Your computer then recognizes that a scanner has been plugged into the USB port and automatically loads the appropriate software to run the scanner.

*If your computer is running Windows XP or Windows Vista, you will see a message similar to the following.*



4. When you're certain that the software has completely loaded, return to the "Complete the installation by connecting your hardware" window.



5. Click **OK**.

You can also click **More** to see a quick overview about accessing and navigating the OneTouch Button Panel. When you're finished reading the additional information, click **OK**.

The scanner's status light is blue when the scanner and computer are communicating properly.

6. Click **Close** on the Installation Complete window to close and exit the driver installer.

You can now install the additional software applications you received with your scanner.

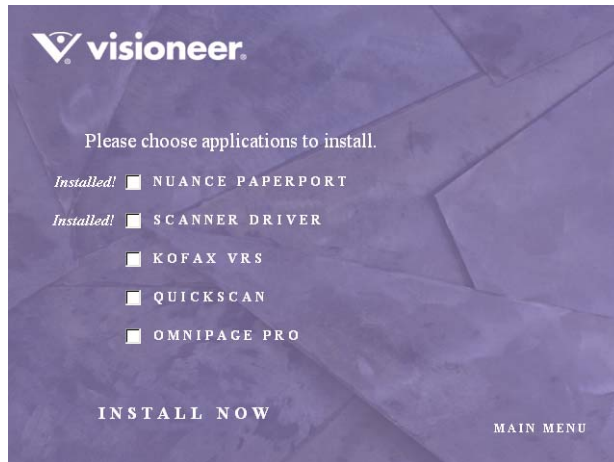
## ADDITIONAL APPLICATIONS AVAILABLE WITH YOUR SCANNER

Your scanner includes free, additional applications.

### To install the additional applications:

1. Return to the CD main menu and click on **Install Products**.

Software that is already installed will have *Installed!* next to them.



2. Select the additional applications you want to install, then click **Install Now**. Follow the instructions on the screen to install each of the additional products.

See the table on the following page to decide which software you would like to install.

Software	About the Software
Adobe® Acrobat® Reader®	Adobe Acrobat Reader is a stand-alone application that you use to open, view, search, and print PDF files. The User Guides on your scanner's installation CD's are in PDF format and require Adobe Acrobat Reader for you to view and save them.
OmniPage® Pro	OmniPage Pro provides precision OCR analysis, advanced layout detection, and Logical Form Recognition™ (LFR) technology. Advanced security features quickly turn office documents and forms into over 30 different PC applications for editing, searching and sharing. Custom workflows handle large volumes of documents, and you can use its tools to print to PDF.
QuickScan™	<p>A desktop imaging solution for scanning, image enhancement, and OCR, QuickScan is a standalone, out-of-the-box imaging solution that provides all the necessary capabilities for high-speed scanning, image enhancement, viewing, annotation, printing, and storing images. It uses an ISIS-certified driver for scanning, and includes flexible job separation and barcode recognition.</p> <p>The Demo version lets you try the application first. You can use this software as an additional method to scan.</p>
Kofax® VRS® and Kofax® Scan Demo	<p>Kofax VRS automatically enhances scanned documents from less than perfect originals. It is an additional scanning interface that uses patented VRS (VirtualReScan) technology, and ensures your scanning is as efficient and easy as possible, while also improving both the quality of the scanned images. Kofax VRS uses an ISIS-certified driver for scanning. This software provides an additional method to scan from your scanner. The Demo version lets you try the application first.</p>
	<p>At the end of the Kofax VRS software installation you may see the message "SVS001: The VRS installation does not install an ISIS driver for the scanner you selected. Please install the ISIS driver packaged with your scanner."</p>
	<p>This is not an error, please disregard this message and click OK. The Kofax VRS Certified ISIS® driver is installed correctly when you install it with your Visioneer Patriot 480 scanner.</p>

1. If you selected **OmniPage Pro** to install you will see a window telling you to insert **Disc 2**.



2. Click **Exit Disc 1** and remove **Disc 1** from the CD-ROM drive.
3. Insert **Disc 2** into the CD-ROM drive.  
The OmniPage Pro Installation menu opens automatically. If it does not open, see the note on page 8.
4. Select **Install OmniPage Pro**.
5. Follow the instructions on the screen to install OmniPage Pro.
6. When installation is finished, return to the OmniPage Pro Installation menu and click **User Guide**.

The OmniPage Pro User Guide opens for you to view and save to your computer.

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**Note:** The OmniPage Pro User Guide is in Adobe® Acrobat® PDF format.

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7. When you are finished saving the OmniPage Pro User Guide, return to the Installation menu and click **Exit**.



## VIEW AND SAVE THE USER GUIDES

1. On the Main Menu of **Disc 1**, click **User Guides**.
2. The Visioneer User Guides window opens. Use this window to view and save the User Guides you want.



The User Guides are in Adobe<sup>®</sup> Acrobat<sup>®</sup> PDF format. The Scanner Readme file is in HTML format and will open in any standard browser.

If you need to, click **Acrobat Reader** to install it now. Follow the instructions on the installation windows.

*If your computer already has Adobe Acrobat Reader installed, please do not select it unless the version provided on the installation CD is a newer version than the one currently installed on your computer.*

3. Click the name of a User Guide you want to view and it will open in Acrobat Reader. Use the Acrobat Reader **Save** command to save that User Guide on your computer.

4. Return to the Visioneer User Guides window and repeat the process to open, view, and save all the other User Guides you want. **The Scanner Readme file has late-breaking news about your scanner.**

The SharePoint Mini-Guide has information about a feature in the OneTouch 4.0 software to link to Microsoft's SharePoint application. This brief Mini-Guide explains how to setup the SharePoint link and use the SharePoint features when choosing new scan settings for your scanner.

The OneTouch VRS Mini-Guide has information about a feature in the OneTouch 4.0 software to use VRS settings when scanning. This brief Mini-Guide explains what the feature is and how to use the VRS settings when creating or modifying a Scan Configuration.

The OneTouch OmniPage Mini-Guide has information about the OmniPage Module in the OneTouch 4.0 software to use OmniPage settings when scanning. This brief Mini-Guide explains what the feature is and how to use the OmniPage settings when creating or modifying a Scan Configuration. Using the OmniPage Module's settings does not require installation of the OmniPage Pro software.

5. When you're finished, click **Main Menu** to return to the main Visioneer Installation window and click **Exit**.
6. Remove the CD and store both CD's in a safe place.

*That's it! Installation is finished and your Visioneer scanner is ready to scan.*

## REGISTER YOUR SCANNER AND CHECK FOR UPDATES

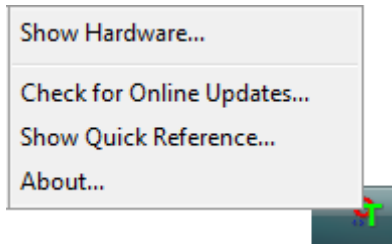
Registering your scanner is important as it provides you with access to our free telephone support service. Registration also gives you free access to software updates for your scanner.

### To register your scanner:

The OneTouch Icon



1. Right-click on the OneTouch icon in the Windows Notification Area (at the bottom right corner of the screen).
2. Choose **Check for Online Updates** from the pop-up menu.



3. Follow the instructions on the screen and register your scanner by entering your scanner's serial number and your email address.

---

**Note:** A valid email address is required.

---

The serial number is located on the underside of the scanner.

The Serial Number



After registration is complete you will receive an email message with your RegID.

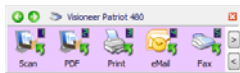
4. After receiving your RegID, write it down on a piece of paper and keep it with your scanner so you will be able to find it easily.

## SCANNING INTERFACES

You have several different scanning options with your Visioneer Patriot 480 scanner. Each method scans equally well, so use the one with appropriate options for the item you are scanning.



- **OneTouch Scanner Buttons**—When you press either the Simplex or Duplex button, documents are scanned using the scan settings indicated by the LED number. The scanned images are then sent to a software application or location (known as the Destination Application) on your computer. See “Load and Scan Documents from the Input Tray” on page 24 and “Load and Scan Items from the Front Feed Tray” on page 27.



- **OneTouch Button Panel**—Use this scan option when you want to scan from the computer screen. Scanning from the on-screen OneTouch Button Panel is the same as pressing a scanner button, except you click an icon that represents the scanner button. See “Scan from the OneTouch Button Panel” on page 42.



- **TWAIN Interface**—This option uses your scanner’s TWAIN interface to scan. The TWAIN interface is available from the PaperPort software that you received with your scanner, as well as from other programs such as Microsoft Word. See “Scanning with the TWAIN Interface” on page 88.



- **Windows Image Acquisition (WIA)**—If your computer is running Windows XP or Windows Vista, you can use this option to scan with the Microsoft WIA interface. See “Scanning from the WIA Interface” on page 92.
- **ISIS Interface**—This option uses the ISIS interface for scanning. Select the ISIS scan settings, put the document in the scanner, then click a button on the ISIS window. See “Scanning with the ISIS Interface” on page 84.

# Scanning from OneTouch

With powerful features such as scanning with VRS and to searchable PDF at the touch of a button, OneTouch is the main interface for using the scanner and accessing these features.

## LOAD AND SCAN DOCUMENTS FROM THE INPUT TRAY

When you press either the Simplex or Duplex button, documents are scanned using the scan settings indicated by the LED number. The scanned images are then sent to a software application or location (known as the Destination Application) on your computer.

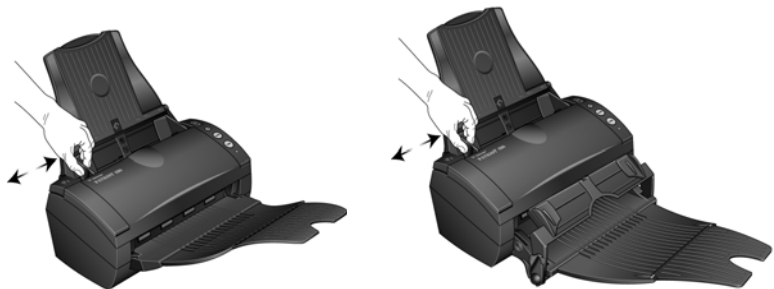


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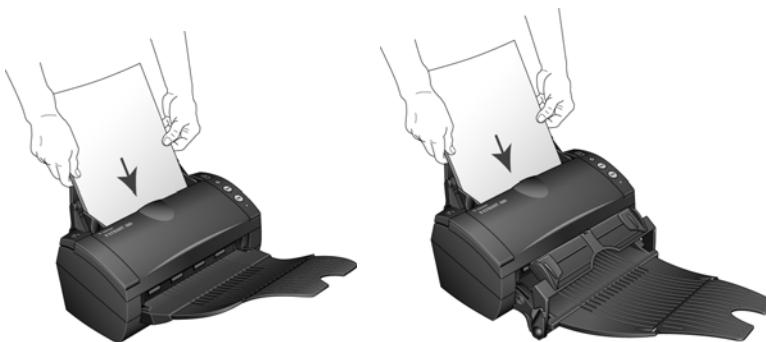
**Note:** Always remove any staples or paper clips from documents before inserting them into the scanner's Automatic Document Feeder. Staples and paper clips can jam the feed mechanism and scratch the internal components. Also remove any labels, stickers, or Post-It™ notes that may come off during the scanning process and get stuck in the scanner. Misuse as described here will void your scanner's warranty.

---

1. Adjust the paper guide for the width of the paper, and make sure the output tray is fully extended.

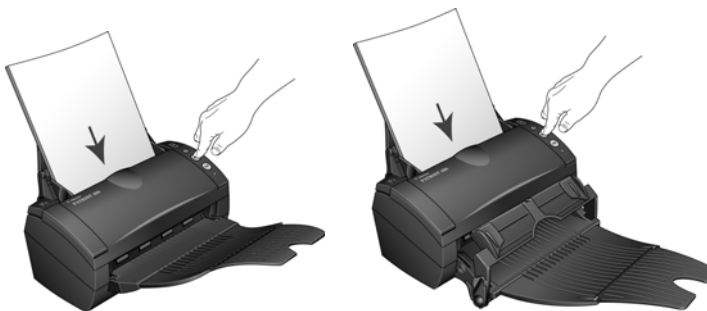


2. Load the documents into the scanner *face down* with the tops of the page inserted into the Automatic Document Feeder.

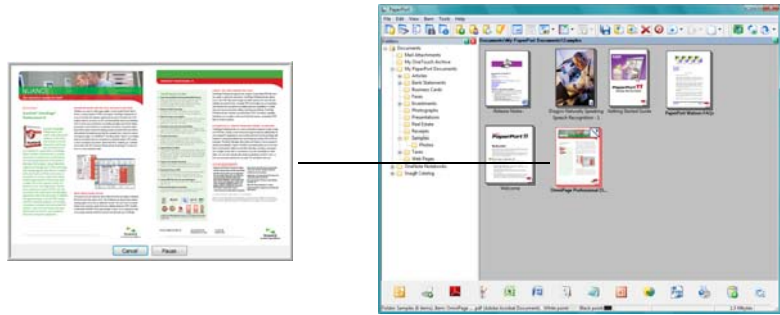


If you are using the Front Feed with Output Tray, make sure the front feeder is up to feed pages out underneath the tray.

3. Check the LED number to make sure you're using the scan setting you want.
4. For one-sided scanning press the **Simplex** button.  
For two-sided scanning press the **Duplex** button.



5. A scan progress window opens and the image(s) are sent to the selected location in the OneTouch properties. In this example the Destination Application is the PaperPort desktop.



If you have the front feed tray attached, all pages in the ADF will feed out underneath the front feed platform.



## LOAD AND SCAN ITEMS FROM THE FRONT FEED TRAY

You can scan thick paper, embossed plastic cards, business cards and other items from the scanner's front feed tray. Please see the "Visioneer Patriot 480 Scanner Specifications" on page 93 for details of the Front Feed scanning specifications.

---

**Note:** Do not attempt to load documents into the input tray while you have an item in the scanner fed in from the front. You can only load items into the scanner from either the Front Feed tray or the input tray at a single scan time. The scanner will jam if you load paper into the input tray after an item has already been fed into the front.

---

### SCAN WITH THE FRONT FEED TRAY UP

1. Adjust the paper guides for the width of the item you are scanning.



2. Place a single item *face up*, with the top pointing into the scanner, between the paper guides on the front feed tray.

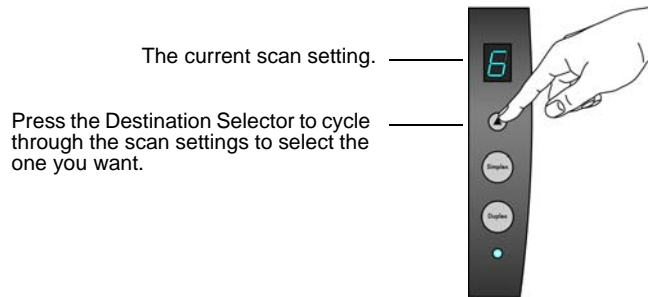




3. Press down on the tray and guide the item to the front of the scanner.



4. The scanner pulls the item in from the front and the front feed tray springs back up.
5. Check the LED number to make sure you're using the scan setting you want.



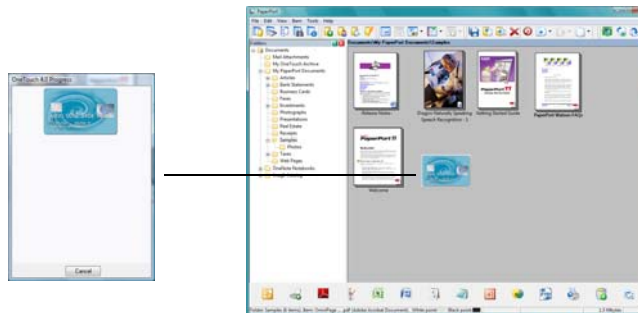
6. To scan a one-sided item, press the **Simplex** button.  
To scan a two-sided item, press the **Duplex** button.



7. The scanner scans the item and ejects it out underneath the front feed tray.



A scan progress window opens and the image(s) are sent to the selected application from the OneTouch utility. In this example the Destination Application is the PaperPort desktop.



## SCAN WITH THE FRONT FEED TRAY DOWN

You can lock the front feed tray down so that it is always positioned at the front slot of the scanner. Any items you scan are ejected over the front feed tray when scanning is complete.

### TO LOCK THE FRONT FEED TRAY DOWN:

1. Locate the arm levers on either side of the front feed tray.



2. Gently pull the arm levers away from the scanner and fold them down.



3. The front feed tray is now in the down position aligned with the front slot of the scanner.



**To SCAN WITH THE FRONT FEED TRAY DOWN:**

1. Adjust the paper guides for the width of the item you are scanning.

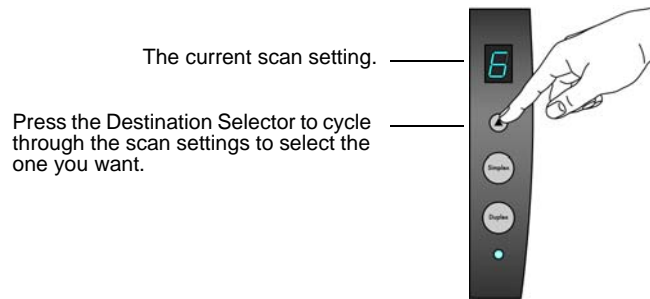


2. Place a single item *face up*, with the top pointing into the scanner, between the paper guides on the front feed tray.



3. The scanner pulls the item in from the front.

4. Check the LED number to make sure you're using the scan setting you want.



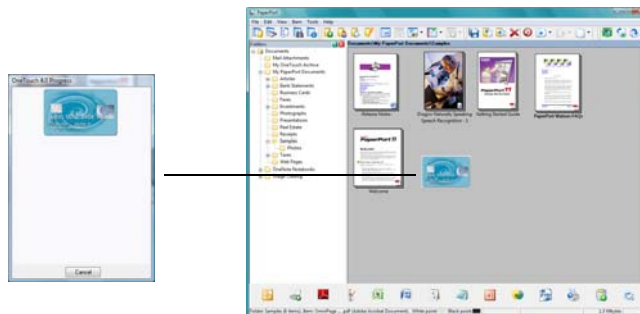
5. To scan a one-sided item, press the **Simplex** button.  
To scan a two-sided item, press the **Duplex** button.



6. The scanner scans the item and ejects it out over the front feed tray.



A scan progress window opens and the image(s) are sent to the selected application from the OneTouch utility. In this example the Destination Application is the PaperPort desktop.



## SCAN FROM THE INPUT TRAY WITH THE FRONT FEED TRAY DOWN

You can scan a maximum of 5 pages in the input tray with the scanner's front feed tray in the down position.

1. Adjust the paper guide for the paper width, and make sure the output tray is fully extended.

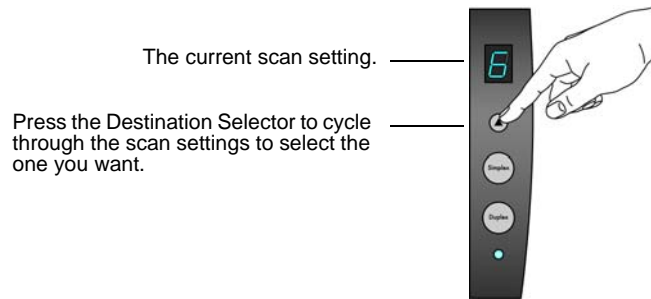


2. Load the documents *face down* with their tops into the Automatic Document Feeder.





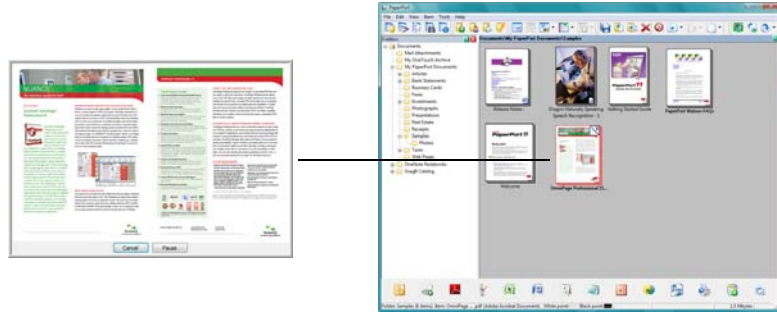
3. Check the LED number to make sure you're using the scan setting you want.



4. To scan a one-sided document, press the **Simplex** button.  
To scan a two-sided document, press the **Duplex** button.



5. A scan progress window opens and the images are sent to the selected application from the OneTouch utility. In this example the Destination Application is the PaperPort desktop.



The pages are ejected out of the scanner over the front feed tray.

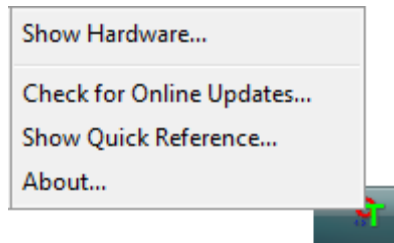


## AUTO SCAN FROM THE FRONT FEED TRAY

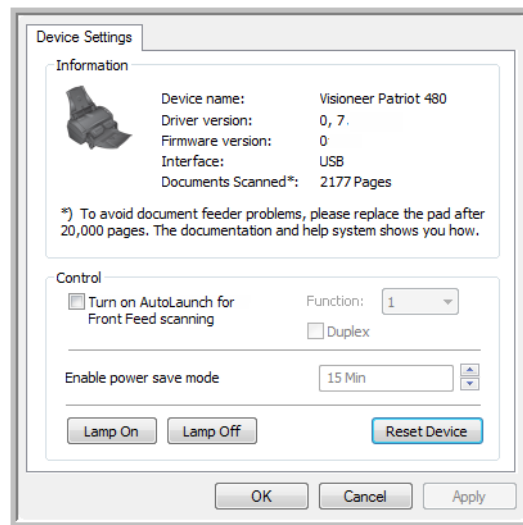
You can set the scanner's OneTouch hardware properties to automatically scan an item when it is inserted into the scanner from the front.

### TO SET THE FRONT FEED SCAN EVENT:

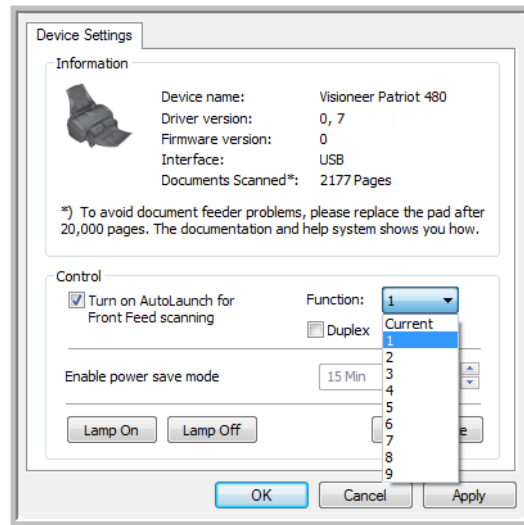
1. Right-click on the OneTouch icon, located on the Windows task bar, and select "Show Hardware..." from the menu.
2. The scanner's Hardware Properties window opens.



3. Click on the "Properties" button.  
The scanner's Device Configuration window opens.



4. In the **Control** section select the option **Turn on AutoLaunch™ for Front Feed scanning**.
5. Click the drop list for **Function:** and select a scanning option to use for the front feed auto scanning.



- **Functions 1-9**—These are the 9 scanning functions that you can configure through the OneTouch properties. Selecting one of these options indicates that you want the auto scanning event to always use the settings you have specified for that function number. Please see “Configuring the OneTouch Buttons” on page 45 for details on configuring the 9 scanning functions for your scanner.
- **Current**—Select this option to have the auto scanning event always use the scanning function that is currently selected on the scanner’s display. For instance, if the LED on the scanner is set to 6, then the scanner will auto scan from the front feed with the settings of function 6.



6. Select **Duplex** to indicate that the scanner should always scan both sides of the item when it is inserted into the front of the scanner.

7. Click on **OK** to apply your changes and close the Device Configuration window.
8. Click on **Ok** to close the Hardware Properties window.

### **To AUTO SCAN FROM THE FRONT FEED TRAY:**

1. Adjust the paper guides for the width of the item you are scanning.



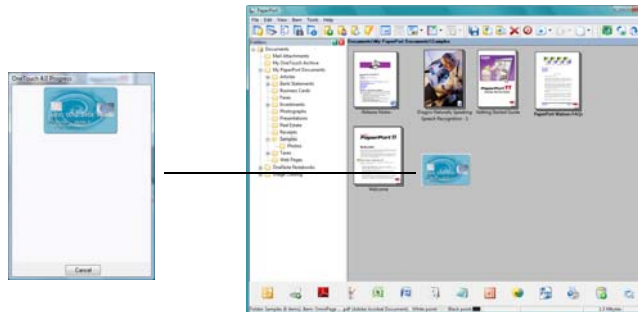
2. Place a single item *face up*, with the top pointing into the scanner, between the paper guides on the front feed tray.



3. The scanner pulls in the item, scans and ejects it out of the front.



A scan progress window opens and the image(s) are sent to the selected application from the OneTouch utility. In this example the Destination Application is the PaperPort desktop.



## SCAN FROM THE ONETOUCH BUTTON PANEL

1. Adjust the paper guide for the paper width. Load the documents *face down* with their tops into the Automatic Document Feeder, or place an item *face up* on the Front Feed tray, with the top pointing into the scanner.
2. Now click on the OneTouch icon in the Windows Notification Area (at the bottom right corner of the screen).
3. On the screen click the button you want to use to scan.



Click the button you want to use to scan.

Click these arrows to navigate through the 9 buttons.

4. The scanner begins scanning. When the process finishes, the scanned images appear in the Destination Application, just as if you scanned with the Simplex or Duplex scanner buttons.

## FEATURES OF THE ONETOUCH BUTTON PANEL

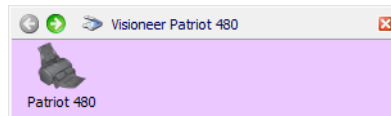
From the panel, you can access the hardware settings for your scanner and configure the scanner buttons.

Click on the OneTouch icon to open the panel.

The OneTouch Icon.



The Button View.



The Hardware View.



The Detail View.

### The Title Bar

- Green arrows—click to cycle through the panel's 3 views.
- Scanner icon—click to open the scanner's hardware properties.
- Red "x"—click to close the OneTouch panel.

### The Button View

- *Left-click* on a Destination Application icon to start scanning.
- *Right-click* on a Destination Application icon to open the OneTouch Properties.

### The Detail View

- *Left-click* on a Destination Application icon to start scanning.
- *Right-click* on a Destination Application icon to open the OneTouch Properties.
- *Single-left-click* on the detailed information to open the OneTouch Properties.

### The Hardware View

- *Left-click* on the scanner icon to return to the Button view.



- *Right-click* on the scanner icon to open the scanner's hardware properties.

## THE DEFAULT ONETOUCH SETTINGS ON YOUR SCANNER

Based on the recommended install of PaperPort and the scanner driver, your scanner is pre-configured to scan items for various basic tasks, such as email or fax, then send the scanned image to an appropriate, pre-selected Destination Application. The button names, such as PDF, eMail or Fax, indicate the original factory settings for the Destination Application assigned to a button.

You can change any of these settings. *Please see "Configuring the One Touch Buttons" on page 45 for instructions.*



For example, the eMail button is set up to scan documents then immediately attach them to a new eMail message in your default eMail program. The eMail application will default to the eMail program specified in the internet options of Internet Explorer.



A folder icon for a button, such as shown for Button 7, means that the button is set up to archive the scanned item. This is a special pre-configured Transfer to Storage option for your scanner. The scanner sends the scanned image directly to a folder without opening the image first in a Destination Application.



A question mark for a button means your computer does not have appropriate software for the initial factory settings. In that case, you would probably want to change the name and Destination Application to something else.



If PaperPort, OmniPage or OneTouch OmniPage is not installed, then the options for sending to word processing applications such as Microsoft Word will not be available.

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**Note:** The default page size in each configuration is based on the location selected in your Windows setup.

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## CONFIGURING THE ONE TOUCH BUTTONS

When you installed OneTouch, the software was configured with the applications on your computer that you can scan to. Each OneTouch button configuration consists of a **Destination Application**, a **Scan Configuration**, and a **File Format**. The OneTouch Properties window is where you select these three elements for a button.

### To open the OneTouch Properties window:

There are two methods that you can use to open the OneTouch Properties.



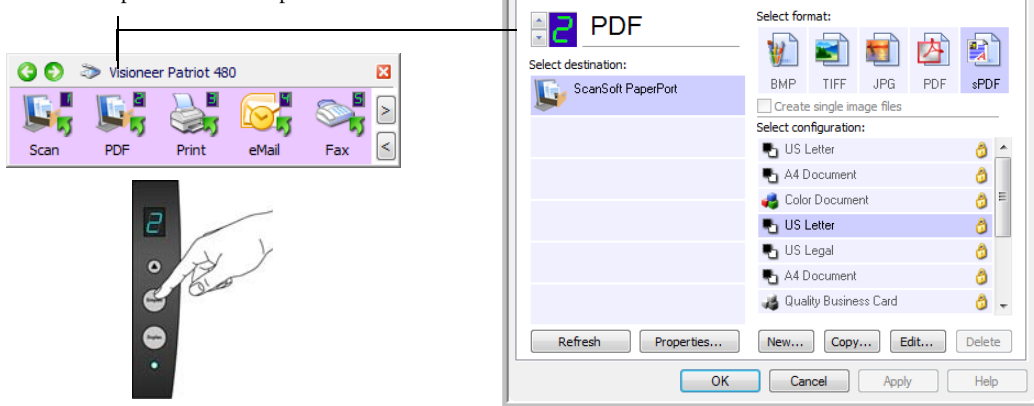
- Left-click on the OneTouch icon, in the Windows Notification Area, then right-click on one of the destination icons.

The OneTouch Properties window opens to the button function that you right-clicked on.

- Press, *hold down for at least 3 seconds*, then release either the Simplex or Duplex button.

The OneTouch Properties window opens to the function number that is displayed on the scanner's LED display.

Right-click on a button (for example, button 2) and the Properties window opens for that button.



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**Note:** Some of the options on the OneTouch Properties window (and other scanner windows and dialog boxes) are “grayed out” and are not available. Grayed out options are not appropriate for your Visioneer Patriot 480 scanner.

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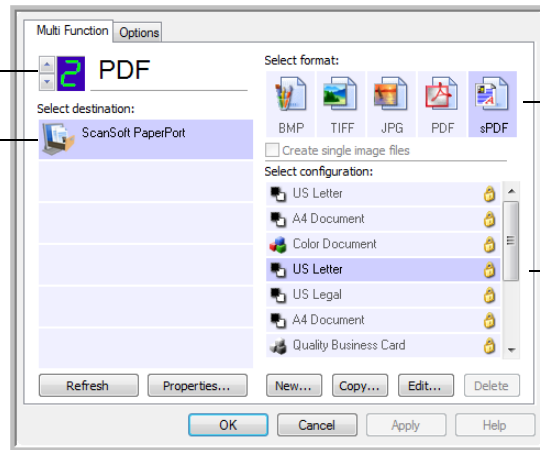
**Changing the button settings:**

1. Click on an application name in the Select Destination list.
2. Select a file format in the Select Format panel.
3. Select a scanning configuration in the Select Configuration list.
4. Click on OK to save the changes and close the window.
5. Place a page in the scanner.
6. Press either the Simplex or Duplex button on the scanner, or click on the destination application icon on the OneTouch Panel.
7. The scanner starts scanning and sends the image to the application or location, with the file format and scanning configuration you specified.

## SELECTING NEW SETTINGS FOR A BUTTON

Click these arrows to see the properties for the button whose settings you want to change.

Select a software application as the destination to send scanned documents.



Select a format for the scanned image.

Select a configuration for scanning the item.

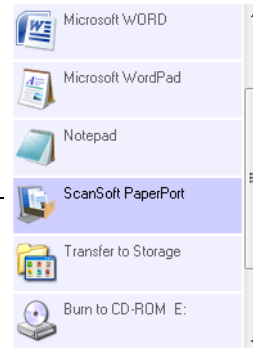
The settings on the OneTouch Properties window are:



**LED Number**—Click the up or down arrow to cycle through the 9 OneTouch options.

**Select Destination**—The list of Destination Applications that OneTouch can send a scanned image to so that this application opens immediately after scanning is complete.

Select the destination you want OneTouch to send the scanned image to.



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**Note:** If you select a word processing program, such as Microsoft WordPad or Microsoft Word, that can be used for editing text, the text in the scanned image is automatically converted to word processing text.

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**Select Configuration**—The list of available scan configurations for the selected button. The configuration's basic settings include: scanning mode, resolution (dpi), page size, brightness (Br), and contrast (Cr). To see a selected Scan Configuration's settings, click its icon. Click the icon again to close the detailed information.

Click the icon of a selected configuration to view its settings.



These icons next to each Scan Configuration indicate the scanning mode.



Color



Black and White



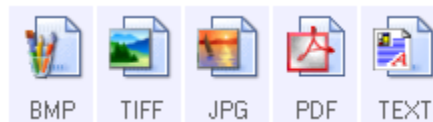
Grayscale



Configure Before Scan

Use Configure Before Scan to set the scanning mode manually before scanning. See “Configure Before Scan” on page 58.

**Select Format**—A set of file formats for the scanned image for the selected button. The formats are based on the type of Destination Application you select. This example shows the formats that apply to Microsoft Outlook.



## OTHER OPTIONS IN THE ONETOUCH PROPERTIES WINDOW

**Options tab**—Displays a window for selecting options related to the selected Destination Application for the scanned image. See “Selecting Options for a Button” on page 72 for instructions on configuring the list of available destinations.

**Properties button**—Displays a window for selecting properties for each type of Destination Application. See “Selecting File Format Options” on page 61.

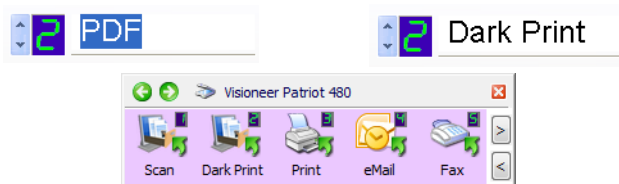
**Refresh button**—If you install new applications on your computer, and they do not appear in the **Select Destination** list, click the **Refresh** button.

**New/Copy/Edit/Delete buttons**—Click **New** or **Copy** to add new scan configurations to the list. Click **Edit** or **Delete** to change or remove them. See the sections “Creating a New Scan Configuration” on page 50 and “Editing or Deleting Scan Configurations” on page 57.

## RENAMING A ONETOUCH BUTTON

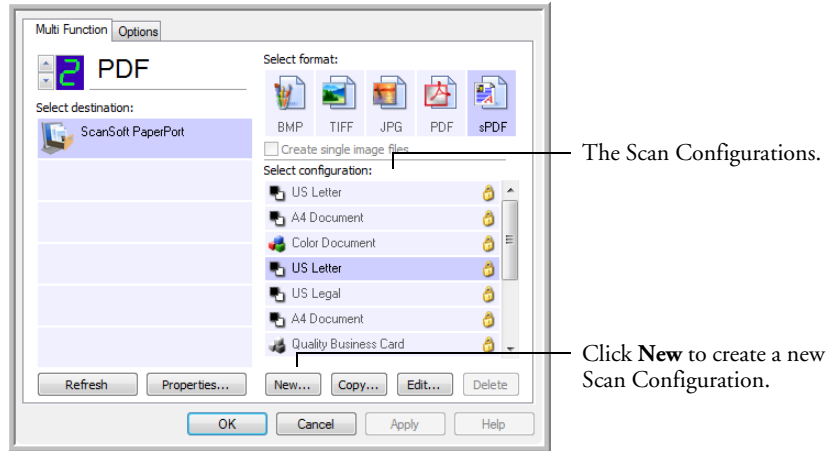
The OneTouch buttons have names that identify their pre-set functions, such as OCR and PDF, but you can edit the names.

1. Choose the button that you want to rename.
2. Select the name's text and type a new name.
3. Click **OK** or **Apply**. The button is now renamed.



## CREATING A NEW SCAN CONFIGURATION

The scan configurations are where you select the scanning resolution, brightness, mode (color, black&white, or grayscale), and a number of other settings.



### To create a new configuration:

1. Open the OneTouch Properties window.
2. Scroll through the applications in the Select Destination list and click the type of application for which you want to create a new Scan Configuration.
3. Click the **New** button.

If you want to start from the settings of another configuration, select the configuration, then click the **Copy** button.

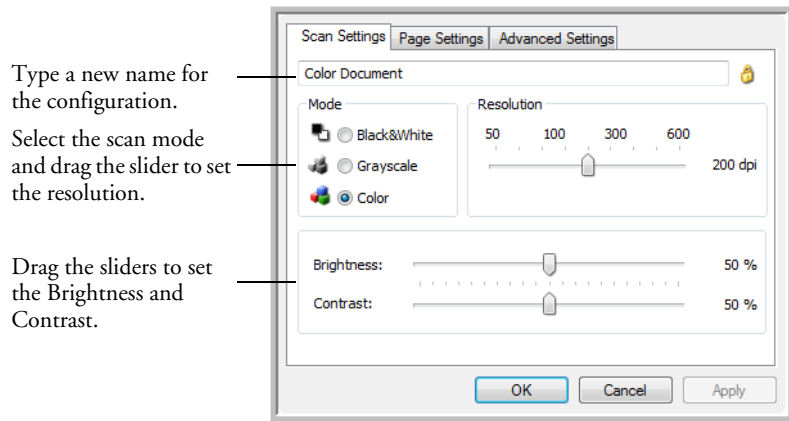
---

There are 3 settings tabs in each configuration for setting the Scanning Mode, Page Size and Color intensity. Depending on the selected Destination Application, additional settings tabs will activate for you to make changes specific to the current destination. For example, scanning to a printer will activate a Device Settings tab for you to set your printer properties.

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## THE SCAN SETTINGS TAB

1. On the Scan Configuration Properties dialog box, type a name.



Type a new name for the configuration.

Select the scan mode and drag the slider to set the resolution.

Drag the sliders to set the Brightness and Contrast.

2. Select scan settings for the new Scan Configuration.

**Mode**—Select a scanning mode:

- **Black&White** to scan in black and white. For example, letters and memos are usually scanned in black and white.
- **GrayScale** to scan items such as documents containing drawings or black and white photographs.
- **Color** to scan color photographs and other color items.

**Resolution**—Drag the slider to the right or left to adjust the dots per inch (dpi) of the resolution. The maximum resolution is 600 dpi; the minimum is 50 dpi. The higher the dpi setting, the sharper and clearer the scanned image. However, higher dpi settings take longer to scan and produce larger files for the scanned images.

**Brightness** and **Contrast**—Sometimes an item is scanned with the brightness and contrast set too light or too dark.

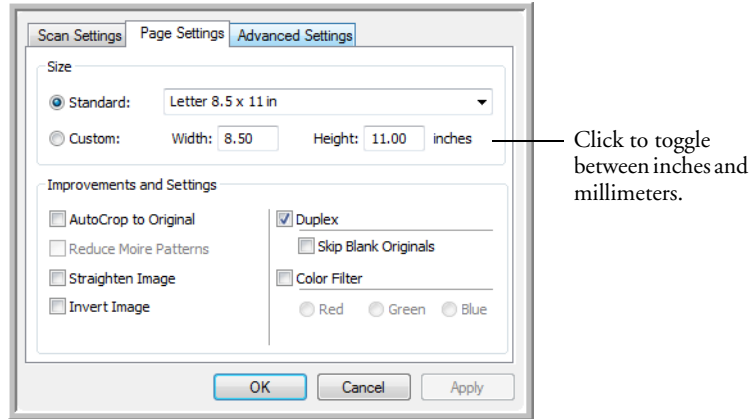
Brightness refers to the lightness or darkness of the image. Contrast is the range between the darkest and lightest portions of the image. The greater the contrast, the more difference between the lighter and darker shades in the image.

3. If you want to lock the configuration, click the key icon to change it from a Key to a Lock.



## THE PAGE SETTINGS TAB

Click the **Page Settings** tab to select page settings.



**Size**—Click **Standard**, click the menu arrow and choose a page size from the list, or click **Custom** and enter the horizontal and vertical page dimensions in the boxes. The maximum size is 8.5" x 38". The units of measurement can be inches or millimeters.

**Improvements and Settings**—Only the options that apply to the selected scanning mode are available.

- **Reduce Moiré Patterns**—Moiré patterns are wavy, rippled lines that sometimes appear on the scanned images of photographs or illustrations, particularly newspaper and magazine illustrations. Selecting **Reduce Moiré Patterns** will limit or eliminate moiré patterns in the scanned image. This option is only available for the Grayscale or Color Mode at 300 dpi or less.
- **Straighten Image**—Select this option to let the scanner automatically determine if a page is skewed, then straighten its image. The input tray paper guides should be flush to the edges of the paper to prevent paper feeding in at too great of an angle.
- **Invert Image**—Only available for Black&White scanning, this option reverses the black and whites of an image.

Original Image.



Inverted Image.



- **Duplex**—Scan both sides of the page. If this option is not selected, the scanner will scan the face-down side of the page only.

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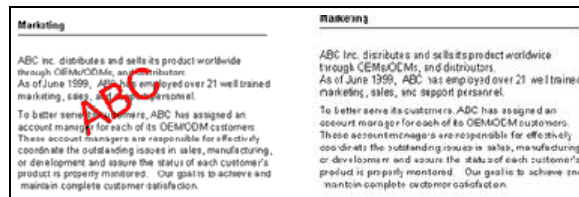
**Note:** The Simplex and Duplex buttons on the scanner take precedence over the OneTouch settings. In other words, if the LED number on the scanner is configured to scan as Duplex, but you press the Simplex button, the scanner scans in Simplex, and vice versa.

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- **Skip Blank Originals**—Skips pages that are completely blank. This option is only available for Duplex scanning.
- **Color Filter**—Color filter is the ability of your scanner to automatically remove a color from a scanned item. Color filter applies to Black&White or GrayScale Mode.

The original with a red watermark over black text.

The scanned item with the red filtered out.



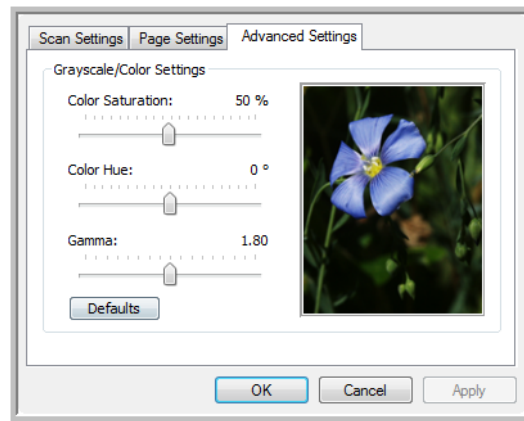
- **Double-Feed Detection**—Selecting this option turns on the scanner hardware feature that detects when multiple pages feed through the scanner at one time.

**Abort**—the scanner stops scanning, all pages scanned to this point are saved.

**Prompt**—you will be prompted to remove the pages in the ADF, restack the remaining pages and continue scanning. All pages scanned before and after the double page feed are saved.

## THE ADVANCED SETTINGS TAB

The options of the Advanced Settings tab are for the Color or GrayScale scanning mode.



1. Drag the sliders to the left and right to change the color settings. As you do, the image changes to show the effects of the new settings.

**Color Saturation**—the strength or purity of a color.

**Hue**—the color your eyes see as reflected from the image.

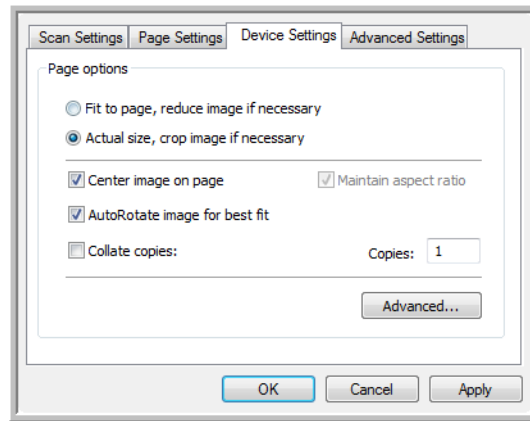
**Gamma**—the brightness of the midtone colors.

2. Click **OK** to save the new configuration.

It will now be in the list of Scan Configurations on the OneTouch Properties window for the appropriate Destination Applications.

## THE DEVICE SETTINGS TAB

A Device Settings tab is on the Scan Configurations dialog box when your selected Destination Application is a printer or fax application.



**Fit to page, reduce image if necessary**—If the scanned image is too big to be printed or faxed on a single page, the image will automatically be reduced to fit the page.

**Actual size, crop image if necessary**—If the scanned image is too big to be printed or faxed on a single page, the image will automatically be cropped around its edges to fit on the page.

**Center image on page**—The image will be printed in the center of the page instead of at the top right corner.

**Maintain aspect ratio**—The aspect ratio is the length-to-width relationship of the image's dimensions. Select this option so the image's relative proportions remain constant.

**AutoRotate image for best fit**—If the image is a Landscape format and the device is printing in the Portrait mode, or vice versa, rotate the image to fit on the page.

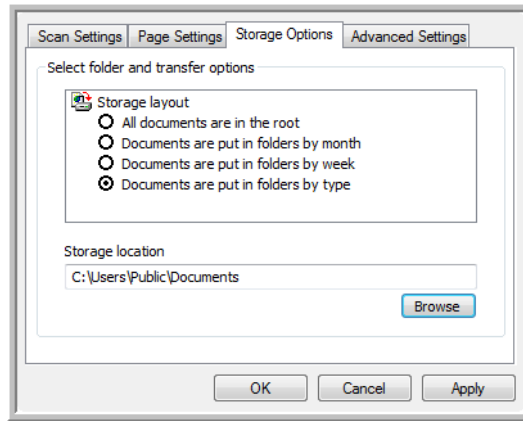
**Collate copies**—If you are printing more than one page, collate the copies. Enter the number of copies in the **Copies** box.

**Advanced**—Click to see additional settings for the device. The dialog box that opens is specific to the device.

## THE STORAGE OPTIONS TAB (ARCHIVE)

A Storage Options tab is on the Scan Configurations dialog box when the selected Destination Application is set as Transfer to Storage. See “Transferring Scanned Documents to Storage” on page 80 for instructions on using the Transfer to Storage destination.

1. Click the **Storage Options** tab.



2. Click the Storage Layout options you want.

**All documents are in the root**—The scanned documents are saved in the root of the folder specified in the Storage Location.

**Documents are put into folders by month, week, or type**—Folders are created based on your selection (month, week, or type) and the scanned documents are saved in those folders.

By default, the location of the archived documents is in you Windows user directory **My Documents** folder under **My OneTouch Archive**. The files are saved a folder based on your selection for the Storage Layout. For example, if the file type is TIFF, and you select **Documents are put into folders by type**, the default location of scanned archive documents is at **My Documents\My OneTouch Archive\TIFF Documents**.

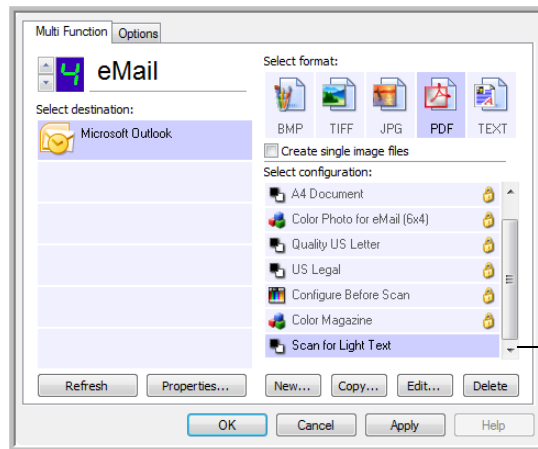
3. If you want to store your archive documents in some other location, click the **Browse** button to specify the new location.
4. Click **OK** or **Apply**.

## EDITING OR DELETING SCAN CONFIGURATIONS

**Note:** Your scanner comes with a number of configurations pre-set at the factory. We recommend that you keep those configurations locked and do not edit or delete them. That way, you will always have the factory-settings available. If you do edit or delete them, and want to get the factory pre-sets back again, you will need to uninstall then re-install your scanner driver.

### To edit or delete a Scan Configuration:

1. Open the OneTouch Properties window.
2. Select the Scan Configuration you want to edit or delete.



Select the scan configuration to edit or delete. It must be unlocked, as indicated by not having a lock displayed here.

3. To delete the configuration, click the **Delete** button.
4. To edit the configuration, click the **Edit** button.

You can make changes to a configuration, but for the changes to be saved, the configuration must first be unlocked.

Click the lock icon to unlock the configuration. Clicking it toggles between locking and unlocking the configuration. The key icon indicates the configuration is unlocked.

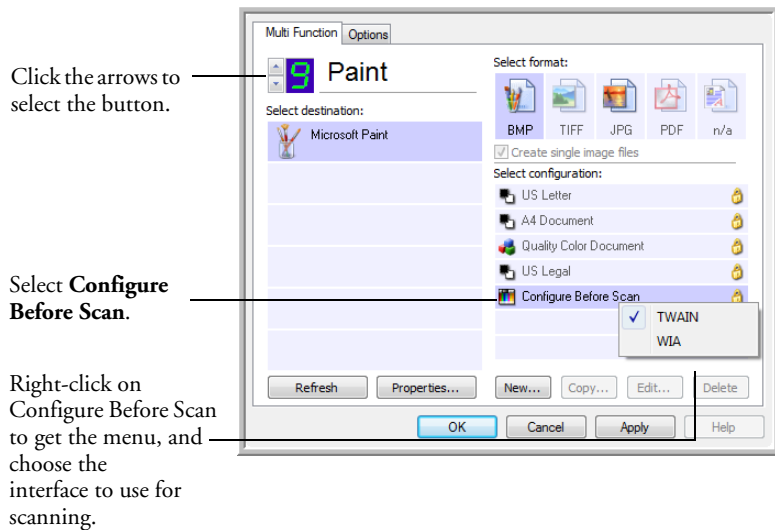
5. Edit the settings and click **OK**.

## CONFIGURE BEFORE SCAN

Choosing Configure Before Scan simply opens either the TWAIN or WIA scanning interface when you press or click a button. You can then use the interface to change the Picture Type, Resolution, and other settings. When you scan, the scanned image will still be sent as the file type and to the same Destination Application already selected in the OneTouch Properties window for that button.

### TO SET CONFIGURE BEFORE SCAN

1. Open the OneTouch Properties window.
2. Using the button selection arrows, choose the button that you want to set to configure before scanning.
3. Select the Scan Configuration **Configure Before Scan**.



4. Right-click on **Configure Before Scan** and choose an interface to use for configuring before scanning.

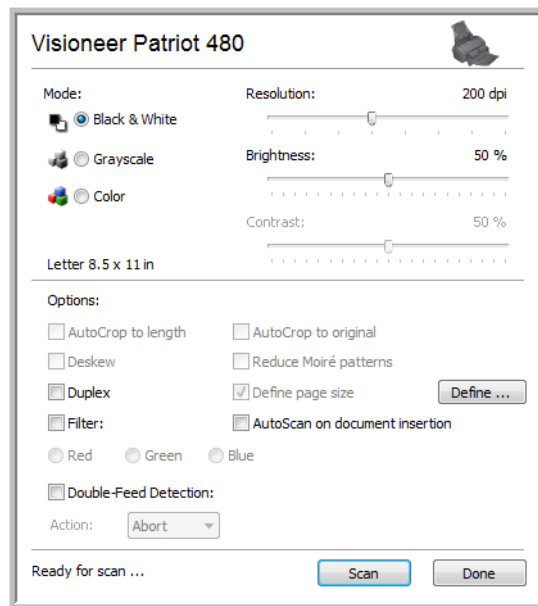
**TWAIN**—The TWAIN Interface opens for you to make changes prior to scanning. Please see “Scanning from the TWAIN Interface” on page 87 for detailed instructions about scanning with the TWAIN Interface.

**WIA**—The Windows Image Acquisition (WIA) Interface opens for you to make changes prior to scanning. Please see “Scanning from the WIA Interface” on page 92 for detailed instructions about scanning with the WIA Interface.

5. Select the Destination Application and File Format.
6. Click **OK** or **Apply** on the OneTouch Properties window.

### To SCAN USING CONFIGURE BEFORE SCAN

1. Load the documents *face down* with their tops into the scanner.
2. Click the button you set up to use the Configure Before Scan option.  
The TWAIN or WIA interface will open. This example shows the TWAIN Interface.

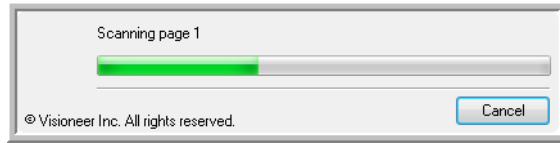


3. Choose the scan settings, such Black & White, Grayscale, or Color, Resolution, Brightness and Contrast.
4. Click the **Scan** button on the TWAIN Interface.]
5. The scanner starts scanning. When finished, click the **Done** button and the images will be sent to the destination specified in the OneTouch Properties window.

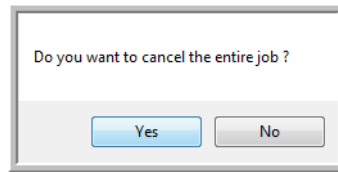


## CANCELING A CONFIGURE BEFORE SCAN

1. Click **Cancel** in the scanning progress window.



2. The following window will open asking if you want to cancel the entire job.



- **Yes**—Scanning stops and all pages scanned in this batch, up to this point, will be deleted. The TWAIN interface will close and you can restart your scan from the beginning.

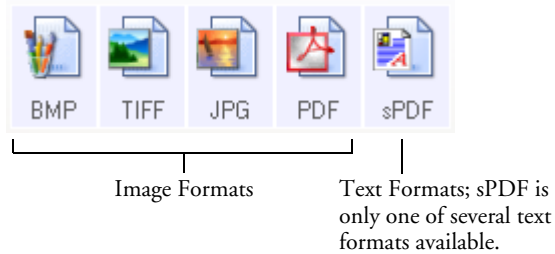
For instance, the scan Mode is Black & White but you want to scan your documents in color. Choose **Yes** to delete any scanned pages, then start over the correct scan Mode selected.

- **No**—Scanning stops and the TWAIN interface remains open. You can place a new set of pages into the ADF, adjust the TWAIN settings for them, then click the **Scan** button in the TWAIN interface to continue scanning. At the end of the scanning batch, all pages from the first portion of the scan and second will be sent to the Destination Application.

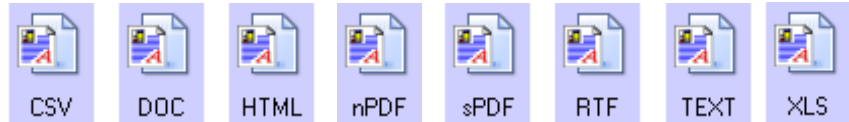
Choose this option if, for instance, you have been scanning in Black & White but want to scan the remaining pages in color. You stop the current scan, change the scan Mode to Color, then restart the scanning without losing the pages already scanned.

## SELECTING FILE FORMAT OPTIONS

The options that you select determines the file format of the scanned document. Appropriate File Format options and file types are available for the type of Destination Application selected for the button.

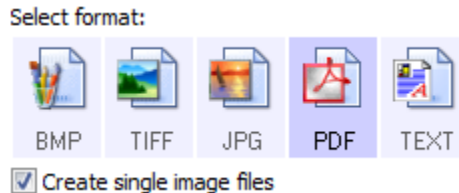


The Text Formats are for text file types and are selectable by right-clicking on the text format icon. The names of the formats indicate their file types.



## CREATE SINGLE IMAGE FILES

The TIFF and PDF formats support multiple page documents. If you are scanning as a TIFF or PDF file and want one file created for each image scanned, select **Create single image files**. Note that this option is automatically selected and disabled if you have selected a format that only supports single pages, such as BMP or JPG.



## IMAGE FORMATS

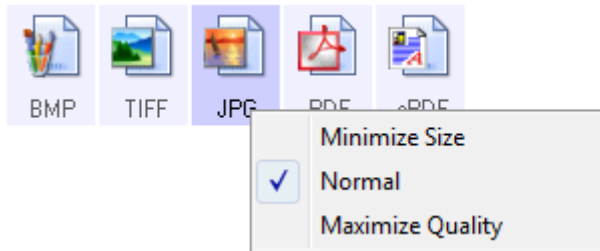
Select an image file format for photos, artwork or other documents that you want to save as images. BMP and TIFF are standard image file formats generally used if you want to do additional image processing. Both of those file formats tend to be larger than the JPEG format file size.

JPEG files are reduced in size by lowering their image quality, and you can select the degree of quality for your scanned images from the JPEG file format icon.

The PDF format is often used to create images of text pages. You may want to select PDF as the file format when scanning text pages that do not require OCR processing or other processing. The PDF format is also used to put multi-page documents on web sites as pdf-readable files. As with the JPEG option, the PDF format can be reduced in size or quality.

### To select a JPEG or PDF file size:

1. Select **JPG** or **PDF** as the File Format.
2. Right-click on the **JPG** or **PDF** icon.



3. Choose the image quality option for your scanned images from the option menu.

**Minimize Size**—Smallest file size, lowest image quality.

**Normal**—Medium file size, some loss of image quality.

**Maximize Quality**—Largest file size, no loss of image quality.

Your selection pertains only to the button currently selected on the OneTouch Properties window. Other buttons that have JPG or PDF selected as the File Format are not affected, so you can set the JPG or PDF file size/image quality independently for each button.

4. Click **OK** or **Apply** on the OneTouch Properties window.

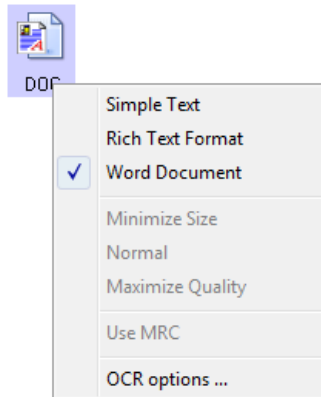
## TEXT FORMATS

Selecting the text format option also selects OCR processing as an automatic step for scanning. Therefore, when you scan a document with the text format selected, the text portions of the document are automatically converted to editable text. Text file formats are only available if an OCR application is installed on your computer. See “Scanning with Optical Character Recognition (OCR)” on page 75.

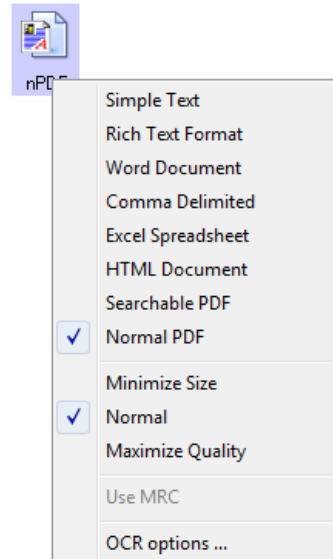
### To select a file type for the text format:

1. Select a text editing Destination Application.
2. Right-click on the text format icon.

Example menu for the TEXT file options when the Destination Application is Microsoft Word.



Example menu for the TEXT file options when the Destination Application is a Storage location.



3. Choose the file type that you want for the text format.

Your selection of a file type pertains only to the button currently selected on the OneTouch Properties window. Other buttons that have a text option selected as the File Format are not affected, so you can set the text file type independently for each button.



**Simple Text**—The .txt file format. Text with no formatting; used by the standard Microsoft Notepad application.



**Rich Text Format**—The .rtf file format. Text that retains formatting when converted. Available with Microsoft Wordpad and Word.



**Word Document**—The .doc file format used by Microsoft Word.



**Comma Delimited**—The .csv file format; used for database or spreadsheet data with fields separated by commas. When the document is converted into editable text by the OCR software, the fields are maintained so you can copy and paste them to a database or spreadsheet application.



**Excel Spreadsheet**—The .xls file format used by Microsoft Excel.



**HTML Document**—The .htm file format used to create web pages.



**Searchable PDF**—The sPDF file format used by Adobe Acrobat and OmniPage Pro. This format converts scanned text into PDF with text search and OCR capabilities.



**Normal PDF**—The nPDF file format used by Adobe Acrobat and OmniPage Pro. This format also converts scanned text into PDF with text search and OCR capabilities, plus you can edit the text in an nPDF image if you have a PDF editing program.

4. To change the OCR settings, choose **OCR Options**.

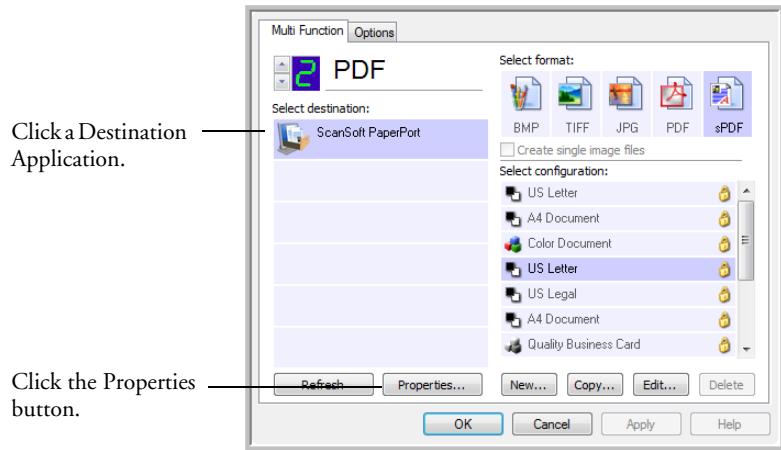
There are advanced OCR Options when the OneTouch OmniPage Module or OmniPage Pro software is installed on your computer. For details, refer to the *OneTouch OmniPage Mini-Guide* located in the User Guides section on Disc 1 of the installation CDs.

Note that the OCR Options settings apply to all buttons. If you change them for one button, those changes apply to the other buttons as well.

5. Click **OK** or **Apply** on the OneTouch Properties window.

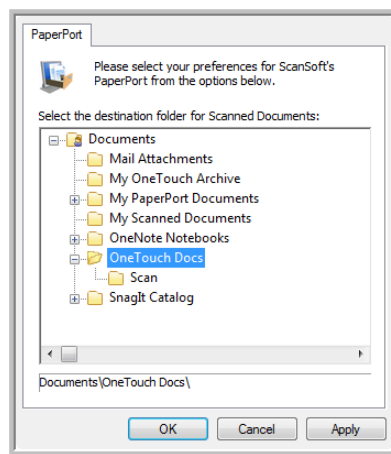
## SETTING DESTINATION APPLICATION PROPERTIES

In the OneTouch Properties window, select a Destination Application then click the **Properties** button.



### PaperPort Properties

These properties apply to designating the PaperPort folder to receive your scanned items.

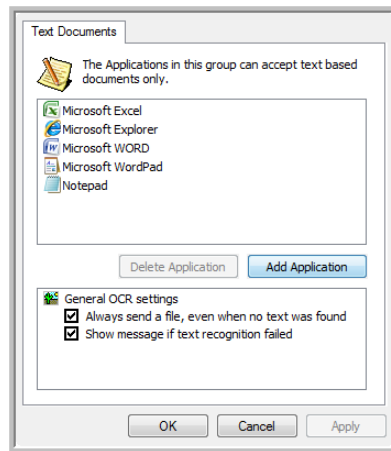


1. Select the folder where you want the file to be located.
2. Click **OK**. Then click **OK** or **Apply** on the OneTouch Properties window.

When PaperPort opens after you finish scanning, the thumbnails of your scanned documents are on the PaperPort Desktop in that folder.

### Text Documents Properties

These properties apply to text editing applications such as Microsoft Word. The properties apply to the Optical character Recognition (OCR) settings for these applications.



1. Click in the General OCR settings boxes for the options you want.

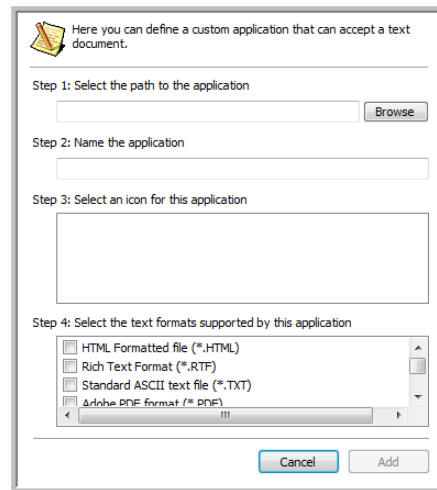
The options will apply to all the applications in the group.

**Always send a file, even when no text was found**—The scanned file is sent to the OCR reader even if the image does not appear to contain text. This could occur if you scanned a photograph with a OneTouch button set for text applications.

**Show message if text recognition failed**—A message will open on the screen if the OCR reader does not detect text in the image.

2. To add another application to the list, click the **Add Application** button.

The Add Text Based Link dialog box opens.



3. Click **Browse** to find the application you want to add to the list.

When you select the application using the Browse button, steps 1 and 2 on the dialog box are automatically filled in, and the application icon appears in step 3.

4. Select the icon in Step 3 of the dialog box. That is the icon that will appear in the OneTouch Destination List.
5. In step 4 of the dialog box, select the file formats that the application will accept.

Refer to the documentation that you received with the application to see which text formats the application accepts.

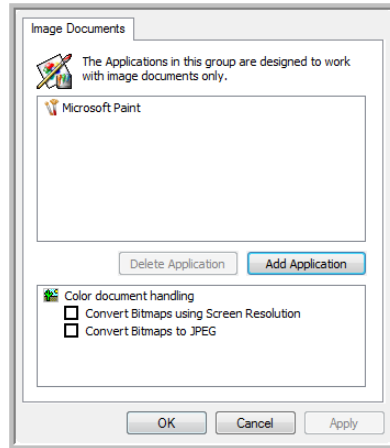
The options you select in step 4 determine the File Format icons in the OneTouch Properties window for that group of applications.

6. Click the **Add** button.
7. Click **OK** or **Apply** on the Link Properties window.
8. Click **Refresh** on the OneTouch Properties window.
9. Click **OK** or **Apply** on the OneTouch Properties window.



## Image Documents Properties

These properties apply to image processing applications such as Microsoft Paint.



1. Click in the Color document handling settings boxes for the options you want.

These options will apply to all the applications in the group.

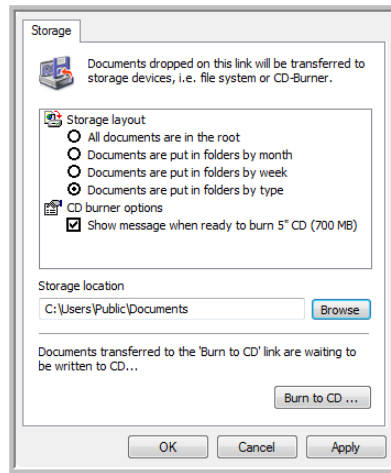
**Convert Bitmaps using Screen Resolution**—Use this option to ensure that an image will fit on the computer's screen. When a computer screen is set to a lower resolution, bitmap images with a higher resolution may be too big to fit on the screen. Converting the bitmap image to match the screen resolution ensures that the image fits on the screen.

**Convert Bitmaps to JPEG**—JPEG files can be compressed to produce smaller file sizes and, therefore, shorter transmission times. Use this option to provide that compression capability to image files.

2. To add another application to the list, click the **Add Application** button.  
See the steps on page 66 to add an application to the list.
3. Click **OK**.
4. Click **OK** or **Apply** on the Link Properties window.
5. Click **Refresh** on the OneTouch Properties window.

## Storage Properties

These properties apply to the Destination Application named Transfer to Storage. If a CD burner is attached to your computer, you also use this dialog box to start the Burn to CD process. See the section “Scan and Burn to a CD” on page 77.



1. Click the Storage Layout options you want.

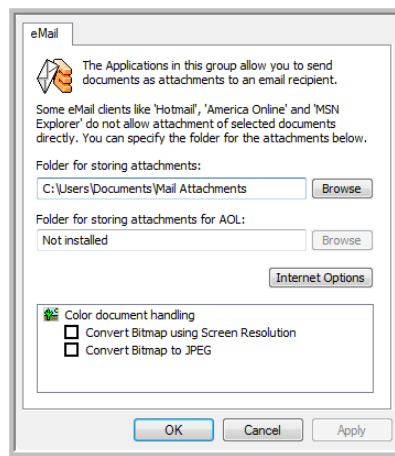
**All documents are in the root**—The scanned documents are saved in the root of the folder specified in the Storage Location.

**Documents are put into folders by month, week, or type**—Folders are created based on your selection (month, week, or type) and the scanned documents are saved in those folders. New folders are created for each month and week so you can keep track of when you scanned the documents.

2. Click the **Browse** button to specify the location to store the scanned documents.
3. Click **OK** on the Link Properties window.

## eMail Properties

These properties apply to email applications so you can specify the folder for documents that you will attach to an email message. Microsoft Outlook<sup>®</sup> will accept direct attachment of documents to a blank email message as soon as scanning is finished, but other email applications do not. If you're using one of those applications, such as America Online<sup>®</sup> (AOL), you need to know which folder contains the scanned documents so you can manually attach them to your email messages.



1. Click the **Browse** button for **Folder for storing attachments** and choose a folder for your email attachments.
2. If you are using AOL on your computer, and the folder name for AOL is incorrect, click the **Browse** button and find the correct AOL folder.

For scanned images to be auto-attached to a blank email message, you must have the specific folder location AOL uses to find the attachments. Please contact AOL for more information about the folder location in which AOL stores attachments.

3. If you need to change your email client, or any other internet options, click the **Internet Options** button.

The Windows Internet Options Control Panel opens. Click the Programs tab and choose a new email client from the Email list. These are the standard Windows Internet options. Please see your Windows

documentation for more information about Internet options. If you are using AOL, please see the AOL user manual for making changes to the Internet options applicable to AOK.

4. Select the options for color document handling.

**Convert Bitmaps using Screen Resolution**—Use this option to ensure that an image will fit on the computer's screen. When a computer screen is set to a lower resolution, bitmap images with a higher resolution may be too big to fit on the screen. Converting the bitmap image to match the screen resolution ensures that the image fits on the screen.

**Convert Bitmaps to JPEG**—JPEG files can be compressed to produce smaller file sizes and, therefore, shorter transmission times. Use this option to provide that compression capability to image files.

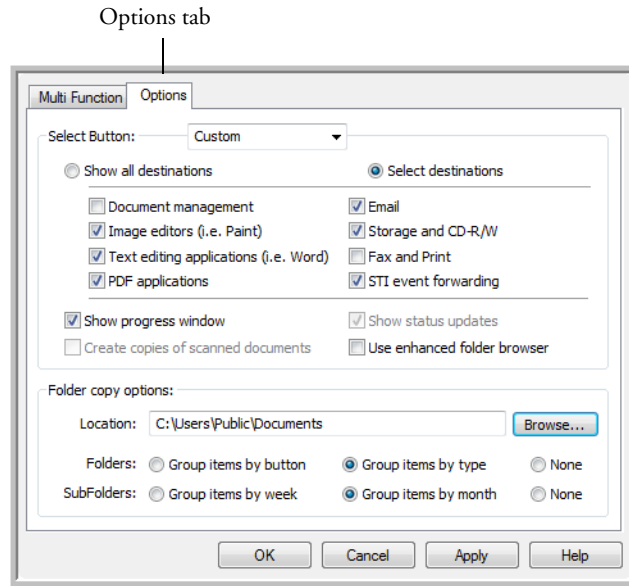
5. Click **OK**.
6. Click **OK** or **Apply** on the OneTouch Properties window.

## SELECTING OPTIONS FOR A BUTTON

The OneTouch Options determine the types of Destination Applications available for a button. There are also settings on the Options tab that are global to all OneTouch buttons.

### To select options:

1. Open the OneTouch Properties window and click the **Options** tab.



2. Click the **Select Button** menu arrow and select a button for setting new options.
3. The OneTouch Destination Options are:

**Show All Destinations**—Selecting this option activates all the Destination Application categories for the current button, so that in the OneTouch Properties window for that button, all available destinations are seen under the Select Destination list.

**Select Destinations**—Select this option to individually choose the types of applications to include in the list of Destination Applications. Check the boxes for the type of application to include.

**Destination Categories:**

- **Document Management** includes PaperPort and other applications for processing and keeping track of your scanned documents.
  - **Image Editors** include Microsoft Paint and other drawing and graphics applications.
  - **Text Editors** include Microsoft Word and WordPad, Microsoft Excel, and other word processing and spreadsheet applications. Select this option if you want OCR processing to convert your scanned documents to text that you can edit. See “Scanning with Optical Character Recognition (OCR)” on page 75 for more about OCR.
  - **PDF applications** are for documents scanned to PDF format.
  - **Email** includes Microsoft Outlook and other email applications. See “eMail Properties” on page 70 for details about attaching scanned documents to your email messages.
  - **Storage and CD-R/W** is for either storing scanned documents in a folder, or sending them to a CD burner to create a CD containing the scanned documents. See “Transferring Scanned Documents to Storage” on page 80 and “Scan and Burn to a CD” on page 77 for details.
  - **Fax and Print** is for sending your scanned documents directly to your printer or fax software for faxing.
  - **Sti event forwarding** is for using another application’s interface for scanning. The OneTouch Event Forwarding dialog box opens so you can select which application to use to continue scanning. See “Scanning with Event Forwarding” on page 78 for details.
4. The OneTouch Global Options are:
- **Show Progress Window**—Select this option to display the progress window of the document(s) during scanning.
  - **Use enhanced folder browser**—Select this option if you want to save your scans to a network location that is not a mapped drive on your computer.
  - **Create copies of scanned documents**—Sometimes the image of a scanned document is only saved as a temporary file until its Destination Application is finished using it. In those cases you may want an additional, permanent copy saved on your hard drive.

For example, if you scan a picture to an email application, the scanned image is saved as a temporary file, then attached to the email, and the email is sent. Later, the temporary file of the scanned picture is deleted. The same situation may occur when you scan directly to a printer or scan to a fax application. After a scanned item is printed or faxed, its temporary file is deleted. However, by selecting this **Create copies of scanned documents** option, you can choose to save permanent copies of the scanned items on your hard drive.

This option is not available if either the **Document Management** or **Storage and CD-R/W** options are selected because, by default, file copies for those types of Destination Applications are already automatically saved in the folder for copies.

- **Folder Copy Options**—This section of the dialog box sets the location for copies of your scanned documents and how you want to group them.

Click the **Browse** button and find the folder for the copies. Select the grouping option for the documents. The Group by button option groups the documents under the name of the OneTouch button. Group by type arranges the scanned documents by the type of file, such as .doc or .jpg. If you also want to group them by date you can choose the week and month options.

5. Click **OK** to save the options for the selected button.

## UNIQUE SCANNING FEATURES AND DESTINATIONS

The OneTouch software has unique scanning options available. You can scan directly to word processing programs, to your computer's CD burner, HTML files and so on.

### SCANNING WITH OPTICAL CHARACTER RECOGNITION (OCR)

Optical Character Recognition (OCR) converts text and numbers on a scanned page into editable text and numbers. You can then work with the text and numbers to edit, spellcheck, change font or type size, sort, calculate, and so forth.

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**Note:** Visioneer recommends that all OCR processing use the original factory settings for OCR scanning that came with your scanner. When scanning with other settings, use at least 200 dpi for the resolution. If the original documents are of poor quality and have small type font, 300 dpi can be used as the maximum resolution.

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The OneTouch OmniPage Module or the OmniPage Pro software must be installed on your computer in order to use the advanced OCR options with the OneTouch 4.0 software and your scanner. The OneTouch OmniPage Module was automatically installed when you installed the scanner's driver, and the OmniPage Pro software is on the CD Disc 2 that you received with your scanner. The OneTouch OmniPage Module and the OmniPage software can both be installed on your computer at the same time, however, the features in the OneTouch OmniPage Module will take precedence over the OmniPage software features when using OneTouch 4.0. The *OneTouch OmniPage Mini-Guide* is available on the Disc 1 installation CD.

If you only have the PaperPort software installed you will still have basic OCR options but they are limited to those functions that PaperPort provides.

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**Note:** Please refer to the *OneTouch OmniPage Mini-Guide*, on Disc 1 that you received with your scanner, for detailed instructions on configuring and scanning with the advanced OCR Options.

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**To scan with OCR from the Scanner Buttons:**

1. Press the Function button to select an LED number that has a text editing program as the selected Destination Application.
2. Press the **Simplex** or **Duplex** button on the scanner.

Your scanned pages are sent to the text editing application you selected in the Destination Application list. The text on the pages is ready for editing and other text processing.

**To scan with OCR from the OneTouch Button Panel:**

1. Click the OneTouch icon in the Windows Notification Area.
2. On the OneTouch Button Panel, click on the button you have set with a text editing program as the Destination Application.



Button 6 is the default  
OCR OneTouch button.

Your scanned pages appear in the Destination Application with their text ready for editing and other text processing.

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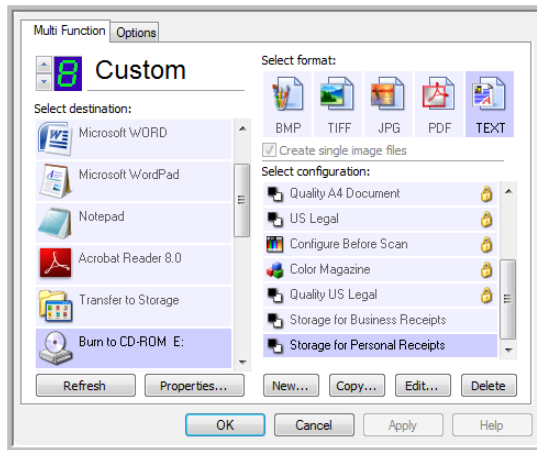
**Note:** OCR scanning is also for spreadsheets so you can work in Microsoft Excel (or other spreadsheet applications) with the figures and text from the original spreadsheets. Set up a button with Microsoft Excel as the Destination Application and XLS as the File Format. When you scan a spreadsheet, it will open in Excel with its text and figures ready to be edited.

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## SCAN AND BURN TO A CD

If you have a CD burner attached to your computer, you can scan directly from your scanner onto a CD. This feature is available only on computers running Windows XP or Windows Vista

1. Open the OneTouch Properties window.
2. Select **Burn to CD** as the Destination Application.



3. Choose a File Format and a Scan Configuration.
4. Click **OK**.
5. Now start scanning using the button you selected to use to scan and burn to a CD.

When scanning is finished, a bubble message on the screen tells you that files are waiting to be burned to the CD.

6. Open the OneTouch window and click the **Properties** button.
7. Make sure a blank CD is in the CD burner.
8. Click the **Burn to CD** button.

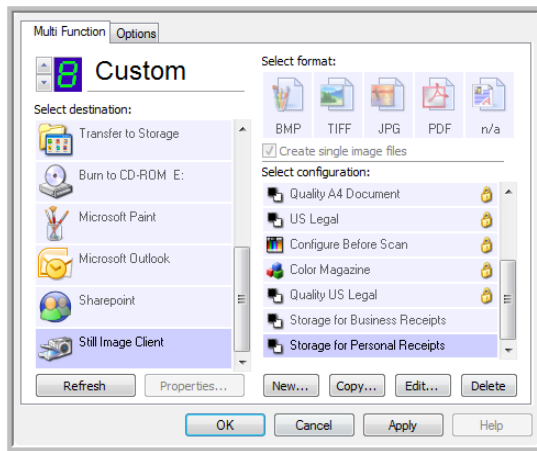
The CD burner begins and your scanned documents are written to the CD. If other files are also waiting in this location, they will get written with the OneTouch files on the CD.

## SCANNING WITH EVENT FORWARDING

If you want to specify an application to use for scanning at the start of the process, you can use event forwarding.

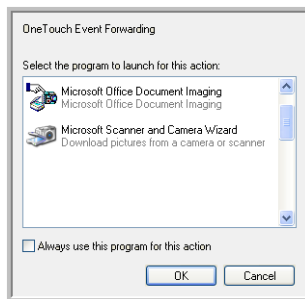
1. Open the OneTouch Properties window.
2. Select **Still Image Client** as the Destination Application.

You cannot choose a File Format for this option as the Destination Application is not selected until after starting the scanning batch.



3. Click **OK**.
4. Start scanning using the button you selected for event forwarding.

A dialog box opens for you to select the application to use for scanning. Select the application in the box and click **OK**.

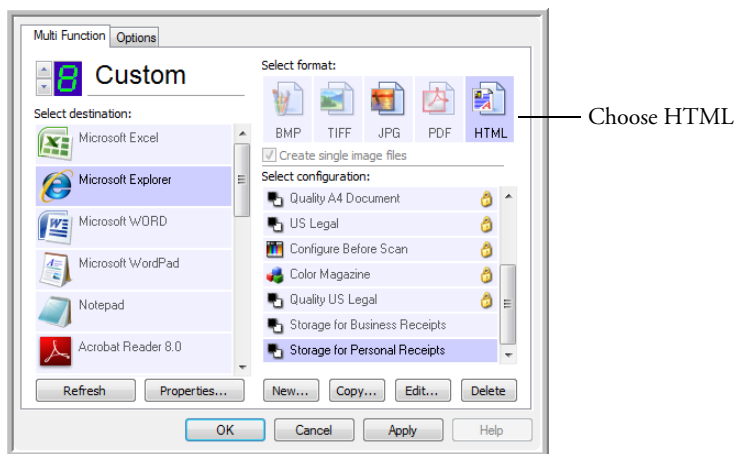


5. Now the application you selected opens and you can continue scanning using the application's TWAIN interface.

## CREATING AN HTML WEB PAGE FROM YOUR SCANNED DOCUMENTS

You can convert scanned pages to HTML format for posting directly to your web site. Those pages are then viewable by visitors to your web site without the need for any internet plug-ins or other special processing.

1. Open the OneTouch Properties window.
2. Select **Microsoft Explorer** as the Destination Application.
3. Choose **HTML** as the File Format.

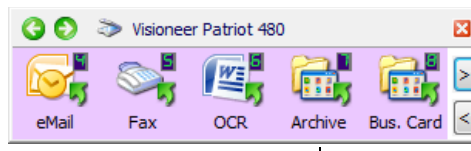


4. Choose a Scan Configuration that has the settings for the image on the HTML page.
5. Click **OK**.
6. Load the documents *face down* with their tops into the scanner.
7. On the OneTouch Button Panel or on the scanner LED select the button you setup to scan using HTML.
8. When scanning is finished, the document is first converted to editable text using the OCR process, then is converted into an HTML format. Microsoft Internet Explorer then opens showing your converted page.
9. Choose **Save As** from the Internet Explorer **File** menu, give the page a name, and save it in the location you use for your web page files.
10. You can now use Microsoft Internet Explorer or other application to post the document to your web page as you would any other HTML page.

## TRANSFERRING SCANNED DOCUMENTS TO STORAGE

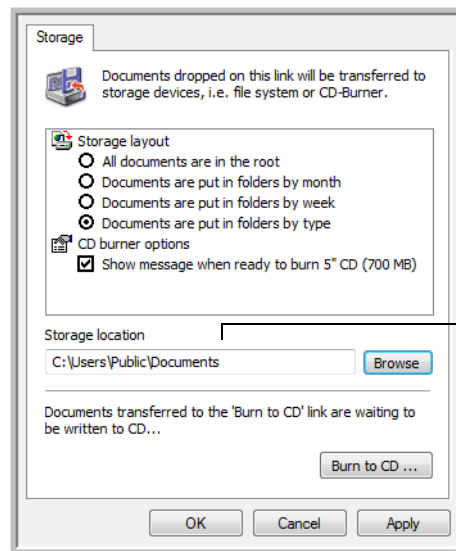
With the Transfer to Storage scanning process, you can scan documents and save them in a folder in one step. The process is ideal for archiving documents without having to manually save or process them in any other way.

1. Load the documents *face down* with their tops into the scanner.
2. To scan using the buttons on the scanner, press the **Function** button until the LED is at 7, then press the **Simplex** or **Duplex** button.
3. To scan from the OneTouch Button Panel, click on Button 7.



Click the arrows until Button 7 is on the panel, then click Button 7.

4. The documents are scanned and stored in the location that you specified on the OneTouch 4.0 Link Properties window.



Your scanned documents will be stored at the location you specified on the OneTouch 4.0 Link Properties window.

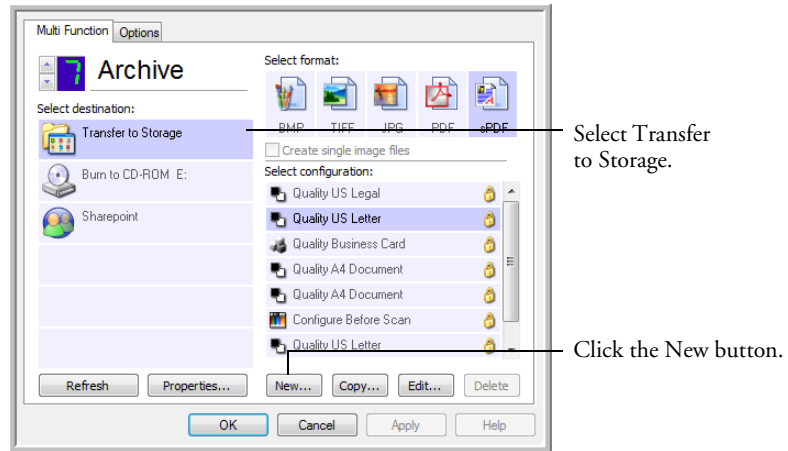
## SCANNING TO MULTIPLE FOLDERS

When archiving documents with the Transfer to Storage option, you can scan them to multiple folders. For example, one folder might be for “Business Receipts,” a second folder might be for “Personal Receipts,” and a third folder might be for “Annual Receipts.”

To scan to multiple folders, you create multiple scan configurations, each with a different storage location for the scanned documents. Scan one set of documents using the Scan Configuration with the appropriate storage location for that set. Then switch to another Scan Configuration and scan the next set of documents to store them in their folder.

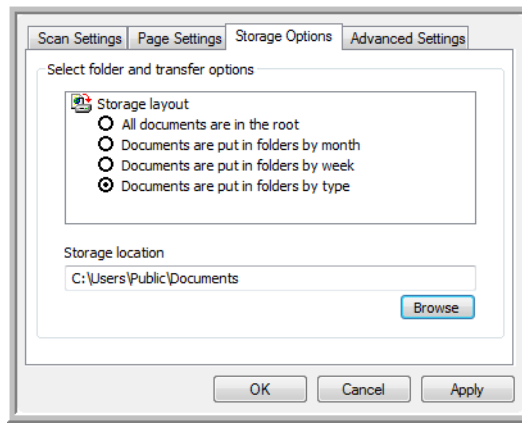
### Setting up multiple folders for transfer to storage:

1. Using Microsoft Windows, create the folders that you want to use for storing scanned items.
2. Open the OneTouch Properties window.
3. Select **Transfer to Storage** as the Destination Application.
4. Click the **New** button

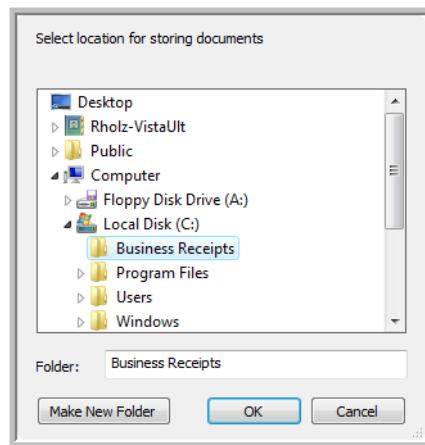


5. To help you remember which folder it is, give the new configuration a name that indicates the folder name, such as “Storage for Business Receipts.”
6. Click the **Scan Settings**, **Page Settings**, and **Advanced Settings** tabs, and select the settings you want.

7. Click the **Storage Options** tab.

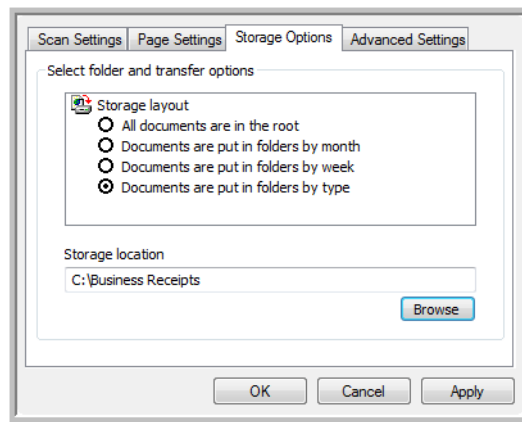


8. Click the **Browse** button.
9. Select the folder you created for storing the scanned documents.

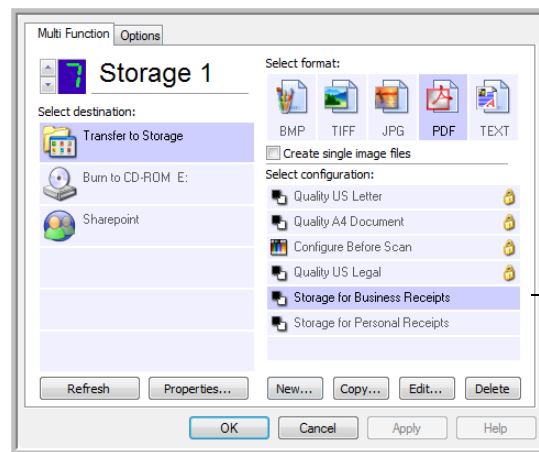


If you haven't created the folder yet, you can click the **Make New Folder** button and type the name for the new folder.

- Click **OK**. The selected folder will now be set as the Storage Location, such as “Business Receipts.”



- Click **OK**. The new configuration is now listed as a Transfer to Storage configuration.
- Repeat the process to create additional new configurations, such as one named “Storage for Personal Receipts.”
- You will now have multiple configurations set up for the Transfer to Storage destination, and each configuration scans documents to separate folders.



The new configurations apply to the Transfer to Storage Destination Application.



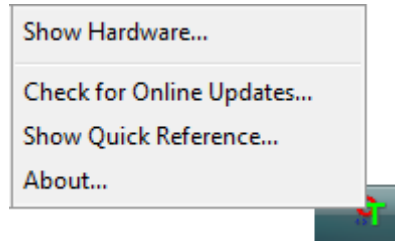
**Scan to multiple storage folders:**

1. Load the documents you want to scan to multiple storage folders.
2. Press the **Function** button on the scanner to get to the button set up for scanning to storage.
3. Open the OneTouch Properties window.
4. Click the button selection arrow to get to the button you've set up for archiving documents.
5. Select a configuration you created for storage and click **OK**.
6. Press the **Simplex** or **Duplex** button to scan the documents, or click the Button 7 on the OneTouch Button Panel.
7. When scanning is finished, insert the next set of documents and, on the OneTouch Properties window, select the other configuration you've set up for archiving. Click **OK**.
8. Press the **Simplex** or **Duplex** button again, or click Button 7 on the OneTouch Button Panel.

When scanning is finished, the documents are stored in the two separate folders.

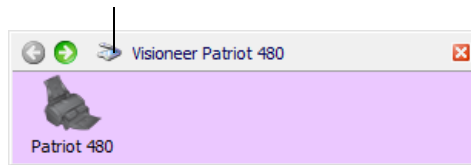
## CHECKING THE HARDWARE AND LAMP SETTINGS

1. Right-click on the OneTouch icon and choose **Show Hardware** from the pop-up menu.

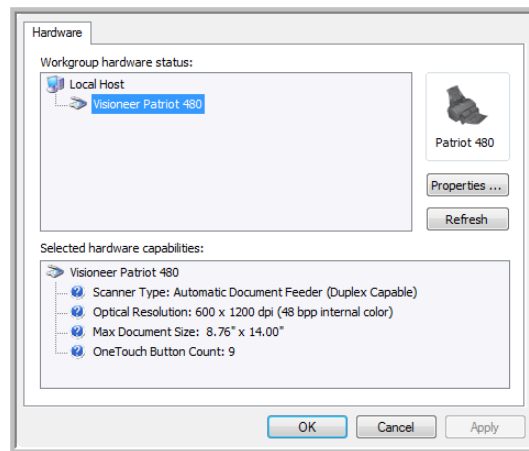


You can also click the Hardware icon at the top of the OneTouch Button Panel, or right-click on the Patriot 480 icon when the OneTouch button panel is in the Hardware View.

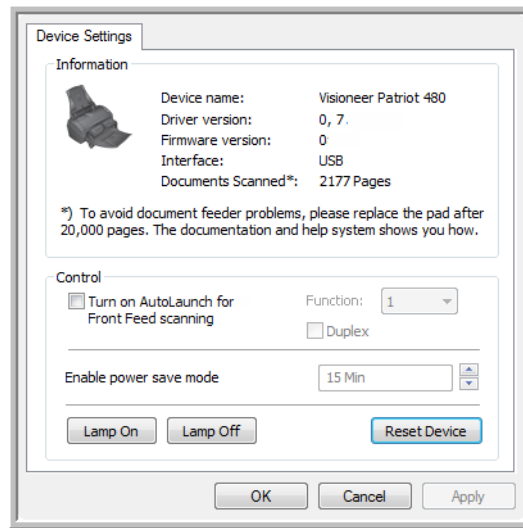
The Hardware icon



The Hardware Properties dialog box opens and shows information about your Visioneer Patriot 480 scanner.



2. Click the **Properties** button.



Your scanner has a built-in power saving feature that is set to power down after 15 minutes of idle time. You can change the time before the scanner powers down, from 10 minutes to a maximum of 10 hours.

3. Click the arrows for the Lamp timeout setting and choose a time setting.

To turn the lamp on and off manually without turning off power to the scanner, click the **Lamp On** or **Lamp Off** buttons.

To return the scanner to its factory settings, click **Reset Device**.

4. Click **OK** to save the changes and close the dialog box.

# Scanning from the TWAIN Interface

You can scan from any TWAIN scanning application instead of scanning from the OneTouch buttons on your scanner or the OneTouch button panel.

**A Note About Your Scanner and the TWAIN standard:** TWAIN is a widely recognized procedure that software applications use to receive images from scanners, digital cameras, and other digital devices. Because the TWAIN interface is essentially the same regardless of the software you use to open it, you can still use the instructions in this *User's Guide* for scanning with your Visioneer Patriot 480 scanner. Please refer to an application's user guide for the appropriate steps to open the TWAIN Interface for your scanner.

For instructions on how to use the PaperPort software press **F1** on your keyboard when the PaperPort software is open, or refer to the PaperPort User's Guide on the installation CD.

## BASIC STEPS TO OPEN THE TWAIN INTERFACE

Each TWAIN-compliant software application has its own specific steps to open the TWAIN interface, but the basic process is the same for most of them.

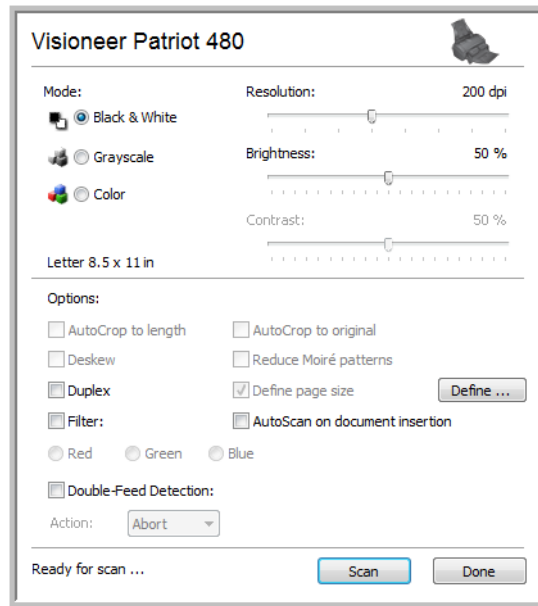
1. Open an application that is TWAIN-compliant.
2. Use the application's command that opens the TWAIN interface.

For example, in PaperPort click on the Scan button then choose **TWAIN: Visioneer Patriot 480** when prompted. Also, many Microsoft Office applications can access the TWAIN interface from the **Insert** menu, by choosing **Picture** then **From Scanner or Camera**. Select **Visioneer Patriot 480** from the drop-down menu.

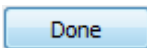
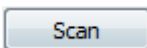
3. The TWAIN Interface will open.

## SCANNING WITH THE TWAIN INTERFACE

The TWAIN Interface is available from many applications, such as Microsoft Word and Paint, as well as from the PaperPort. You can use the instructions in this section regardless of the application you use to open the TWAIN Interface.



1. Select the options you want from the TWAIN interface, then load the documents with their tops into the Automatic Document Feeder.
2. Click the **Scan** button (if the AutoScan feature is not turned on).  
The scanner starts scanning and a progress box opens.
3. Click **Done** when you are finished scanning to close the TWAIN interface.



**THE OPTIONS ON THE TWAIN INTERFACE ARE:**

**Mode**—Select a scanning mode:

**Black&White** to scan in black and white. Use this setting for letters, memos, and other black and white material. This scan mode produces the smallest file size.

**Grayscale** to scan items such as documents containing drawings or black and white photographs. The scanning produces an image of up to 256 shades of gray. You can also scan a color document to turn its colors into gray shades. The file size is about one third that of a color scan.

**Color** to scan magazine articles, photographs, and other color images in full color. Color scans have the largest file size.

**Resolution**—The maximum resolution is 600 dpi; the minimum is 50 dpi. The higher the dpi setting, the sharper and clearer the scanned image. However, higher dpi settings take longer to scan and produce larger files for the scanned images.

**Brightness**—Increasing or decreasing the Brightness makes the scanned image lighter or darker.

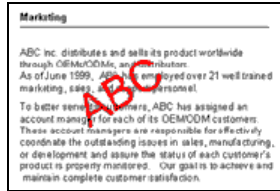
**Contrast**—Contrast refers to the difference between the lighter and darker portions of the image. Increasing the contrast emphasizes the difference between the lighter and darker portions, decreasing the contrast de-emphasizes that difference. Contrast is not available for Black & White scanning.

**AutoCrop to Original**—Select this option to let the scanner automatically determine the size of the item being scanned. Always use the paper guides on the scanner so the page is not skewed otherwise the page will not crop properly.

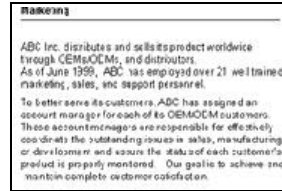
**Duplex**—Scan both sides of the page. If this option is not selected, the scanner will only scan the side of the page facing down when you insert it into the scanner.

**Filter**—The Filter is the ability of your scanner to automatically remove a color from a scanned item. The Filter option applies to Black&White or Grayscale Mode.

The original with a red watermark over black text.

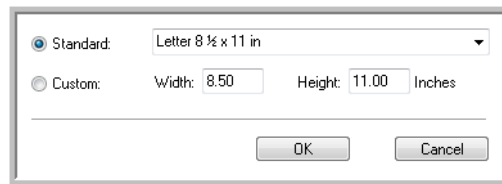


The scanned item with the red filtered out.



**Reduce Moiré Patterns**—Moiré patterns are wavy, rippled lines that sometimes appear on the scanned images of photographs or illustrations, particularly newspaper and magazine illustrations. Selecting **Reduce Moiré Patterns** will limit or eliminate moiré patterns in the scanned image. This option is only available for the Grayscale or Color Mode at 200 dpi or less.

**Define page size**—Click this option to activate the **Define** button. Then click the **Define** button to see the **Define page size** dialog box for selecting a specific page size:



1. Click **Standard**, click the menu arrow and choose a page size from the list. Or, click **Custom**, then enter the horizontal and vertical page dimensions in the boxes, the maximum size is 8.5" x 38".

The units of measurement can be inches or millimeters. Click the name of the units, inches or mm (millimeters), to toggle between them.

2. Click **OK**.

The Define page size option cannot be used with the **AutoCrop to original** option.

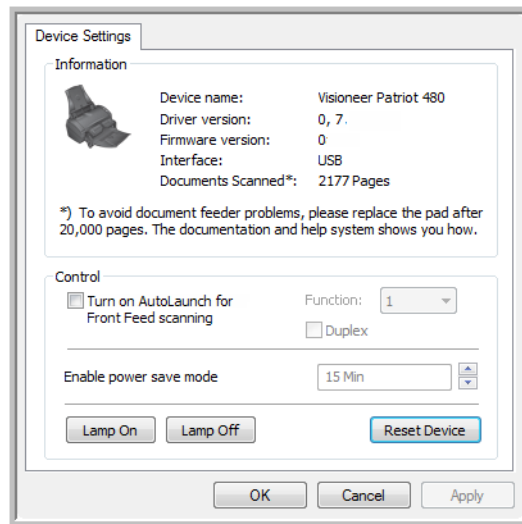
**AutoScan on document insertion**—Your Visioneer Patriot 480 scanner includes AutoLaunch technology that senses when an item is inserted into the paper feed and starts scanning immediately. Select this option to turn on the AutoLaunch feature. The item is scanned with the current settings on the TWAIN interface. If this option is not selected, the scanner waits for you to click the **Scan** button.

## DISPLAY THE DEVICE CONFIGURATION



1. Click the **Visioneer Patriot 480** icon in the top right corner of the TWAIN interface.
2. The device configuration window opens and shows the information about your scanner.

See the section “Checking the Hardware and Lamp Settings” on page 85 for more information about the device settings.





# Scanning from the WIA Interface

Microsoft Windows XP and Windows Vista include their own scanning interface—known as Windows Image Acquisition (WIA)—for acquiring images from scanners, digital cameras, and other digital devices.

This section shows how to use Microsoft Paint to scan using the WIA interface, but you can use other Windows applications as well.

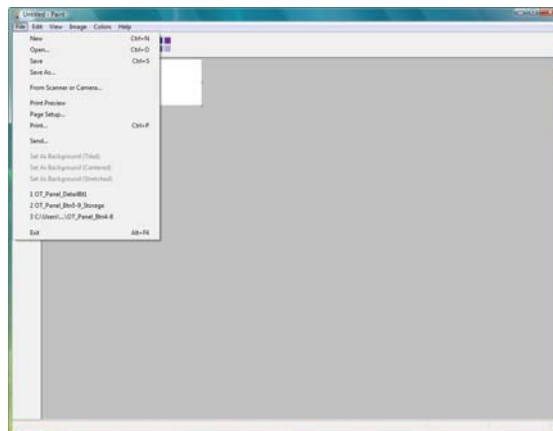
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**Note:** Duplex (two-sided) scanning is not available from WIA.

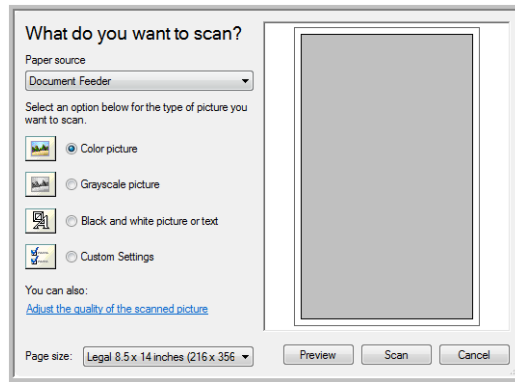
---

## To scan using WIA from Microsoft Paint:

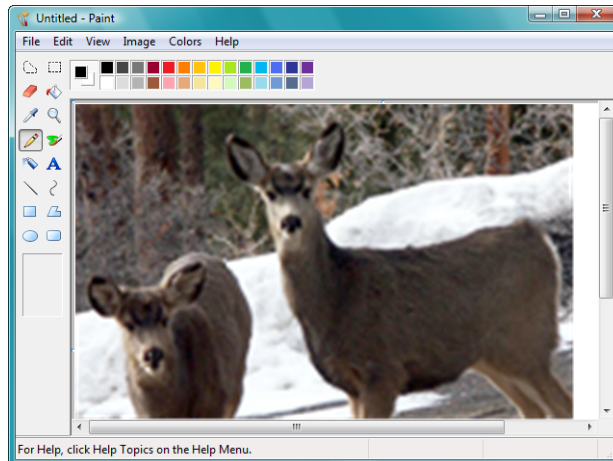
1. On the Windows taskbar, click **Start**, point to **All Programs**, point to **Accessories**, and then click **Paint**.
2. From the **File** menu choose **From Scanner or Camera**.



3. The WIA scanning window opens. Use this window to select scanning options and start the scanner.



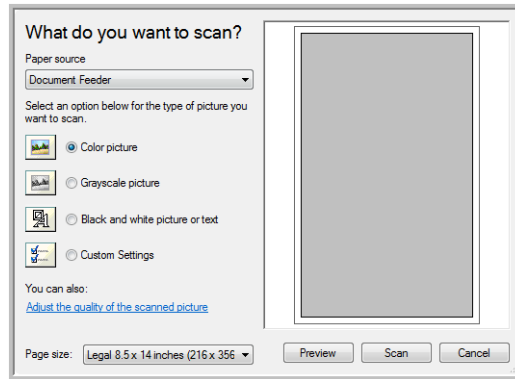
4. Click the button most appropriate for the item you're scanning.
5. Select a paper size from the Page Size list.
6. Adjust the image settings as desired:
  - Change the button selection for the type of image.
  - Adjust the custom settings; refer to the next section, "Fine Tuning Your Scans".
  - Change the size of the scanned image.
7. The scanned image will appear in Microsoft Paint (or other WIA application you're using).



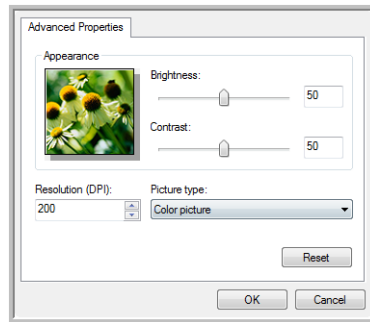
## FINE TUNING YOUR SCANS

You can customize settings before you scan an item to fine tune exactly how you want to scan it.

1. On the scan window, click **Adjust the quality of the scanned picture**.



2. The Advanced Properties dialog box opens.



3. Select the options for scanning.

**Brightness** and **Contrast**—Drag the sliders to the right or left to adjust the brightness and contrast of the scanned image.

**Resolution (DPI)**—Click on the up or down arrow to cycle through the available resolution options.

**Picture type**—Click the menu arrow and choose the most appropriate type for the item you're scanning.

4. Click **OK**.

# Maintenance

This section contains information on maintenance, troubleshooting, uninstalling, scanner specifications, and spare parts.

## CLEARING PAPER JAMS

If your scanner stops scanning due to a paper jam in the Automatic Document Feeder, a warning dialog box opens after a few moments.

### To clear a paper jam:

1. Press the ADF cover release on the top-right of the scanner body to open the Automatic Document Feeder cover.
2. Remove the jammed paper and close the cover.

To reduce the number of paper jams, smooth and straighten the paper before scanning and adjust the guides to the paper size, and insert the paper evenly into the ADF.

## CLEAN THE AUTOMATIC DOCUMENT FEEDER

You may need to clean the ADF feed mechanism if your documents do not feed easily into the ADF, or several feed in at the same time.

### To clean the ADF:

1. Wet a soft cloth with some isopropyl rubbing alcohol (95%).
2. Press the ADF cover release on the top right of the scanner body to open the Automatic Document Feeder cover.
3. Wipe the feed roller from side to side. Rotate the roller to clean its entire surface.

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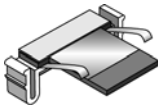
**Note:** Please be careful when cleaning the roller. The roller is designed to rotate in one direction only. As you're cleaning the roller, make sure it rotates easily, and continue rotating it in that direction while wiping it clean. Do NOT force the roller to rotate in the opposite direction. Forcing the roller to rotate will damage it, and may cause the scanner to feed pages incorrectly.

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4. Wipe the ADF pad from top to bottom. Be careful not to snag the cloth on the springs on either side of the pad.
5. Close the cover when you're finished.

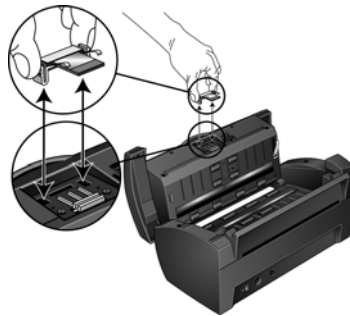
## REPLACE THE ADF PAD ASSEMBLY

The ADF pad will wear out and is designed to be a user-replaceable part. Problems with documents feeding into the ADF is an indication that the pad is wearing thin.



You received a replacement pad in the original scanner box, and you can also order a new one. See the "Visioneer Patriot 480 Scanner Parts List" on page 104 for ordering information.

1. Press the ADF cover release on the top left of the scanner body to open the Automatic Document Feeder cover.
2. The ADF pad is located behind the scanner buttons.
3. Squeeze the plastic clamps that hold the pad assembly in place and lift the pad up and out.
4. Reverse the procedure to replace the new pad into its slots.



5. Close the cover when you're finished.

## TROUBLESHOOTING

In addition to the troubleshooting information contained in this section, please see the Readme file on your installation CD. The Readme file contains additional information that may help you diagnose problems with the scanner.

If you try the troubleshooting procedures described in this section and in the Readme file, and the scanner still has problems, visit our web site at [www.visioneer.com](http://www.visioneer.com) for additional technical information.

### **Problem: The scanner won't scan. What's wrong?**

Check for one of these possible causes:

- **Are the cables loose or not plugged in securely?** Inspect the cable connections. Make sure the cables are plugged in securely.
- **Is the scanner's status light on?** Turn on the scanner's power. If the status light doesn't come on, plug the power supply into another electrical outlet.
- **Did you restart the computer after installing the software?** If you didn't restart the computer, it may not have loaded all of the software files. Try restarting your computer.
- **Did you plug the scanner into a USB hub?** If you're using a USB hub to connect the scanner, the hub must have its own power supply. If the hub does not have its own power supply, plug the scanner into a USB port on the computer.
- **Did you select another TWAIN source for acquiring images?** If you use multiple TWAIN devices with your computer, you may have selected another source for images. Start the PaperPort software and click the **Scan** icon, then make sure **Visioneer Patriot 480** is selected as the scanner.

### **Problem: During installation I got the error message: PaperPort Installation is not complete. What do I do?**

The installation procedure was not successful. You need to reinstall the PaperPort software.

**Problem: The installation will not complete successfully. If installation finishes, the scanner's OneTouch 4.0 options do not seem to work properly. What do I do?**

A likely cause is that some driver programs are already installed on your computer for another scanner. Or you previously had another Visioneer scanner and that driver program is still on your computer. They are interfering with the installation and OneTouch options, and you need to remove those other drivers and re-install your Visioneer Patriot 480 scanner. Please see the documentation that you received with the other scanner for the steps to remove its driver programs. You can also use the basic steps in the section "To Install Another Driver" on page 102, but instead of uninstalling OneTouch 4.0, uninstall the other scanner's driver programs. After uninstalling the other scanner's driver programs, uninstall OneTouch 4.0 using the steps on page 101 then reinstall it.

**Problem: With AutoCrop to Original selected, sometimes I get blank pages, or pages with lines. What's wrong?**

The pages were probably scanned in crooked, or skewed. To use AutoCrop to Original, the pages must be scanned in straight. Adjust the paper guides on the scanner so pages feed in straight.

**Problem: The paper jams the ADF. How can I keep the paper from jamming so often?**

To reduce the number of paper jams, smooth and straighten the paper before scanning, and adjust the guides to the paper size. Paper fed into the ADF at an angle can cause the feed mechanism to jam. If paper jams are occurring more frequently, try cleaning the roller with a soft cloth dampened with Isopropyl rubbing alcohol. Excessive dust on the roller can make it appear worn and will cause issues feeding paper. See "Clean the Automatic Document Feeder" on page 95 for cleaning instructions.

**Problem: The ADF won't feed pages properly. How can I fix it?**

A dirty or worn ADF pad assembly or dirt on the roller can cause documents to feed in skewed at an angle, or multiple pages to feed at the same time. Try cleaning the roller first. See "Clean the Automatic Document Feeder" on page 95. If that doesn't solve the problem, the pad assembly may need to be replaced. It is user-replaceable. See "Visioneer

Patriot 480 Scanner Parts List” on page 104 for the ordering number. See “Replace the ADF Pad Assembly” on page 96 for the steps to replace the pad.

**Problem: If the USB cable is disconnected during a scan, the scanner does not reconnect when the USB cable is plugged back in.**

Unplug the power cable from the scanner, and then plug it back in.

If the scanner does not reconnect:

1. Unplug the power cable from the scanner.
2. Restart your computer.
3. After the restart is complete, plug the power cable back in.

## STATUS LIGHT TROUBLESHOOTING CODES

A blue status light indicates the normal state of the scanner.

### Normal Operation

- **Blinking blue:** indicates the scanner is waking up from power saving and preparing to scan.
- **Steady blue:** indicates the scanner is ready to scan.

### Error Codes

If your scanner experiences hardware problems, the status light will blink red, and the LED flashes an “E” and the error code number.

The LED blinks back and forth between “E” and the error code number.

The red light flashes the number of times as the error code.





The table below describes the error codes.

<b>Error Code</b>	<b>Problem Description</b>	<b>Solution</b>
0	The scanner is not communicating with the computer.	Make sure the USB cable is plugged in. If the USB cable is plugged into a hub, try plugging it directly into the back of the computer. Try a different USB port on the computer or a different USB cable.
4 or 5	The scanner lamp is either turned off or the lamp has not warmed up enough to initiate scanning.	In the OneTouch hardware properties, turn the scanner lamp on. See page 86 for instructions. If the lamp is already on, turn the lamp off then on again. If the problem persists and your scanner's power is plugged into a surge protector or UPS battery backup, try plugging the scanner power directly into a wall outlet.
6	The scanner is open.	Make sure the scanner is fully closed after performing maintenance on the scanner or removing a jammed page.
7 or 8	The lamp in the scanner body or the ADF portion of the scanner has malfunctioned.	Make sure that the lamp has not been turned off manually. See the steps on page 72 to turn the lamp on and off. Re-boot your computer. If the problem persists, contact Visioneer Technical Support.
9	Paper jam	Open the ADF and remove the jammed page. See "Clearing Paper Jams" on page 95 for details.
All Other Codes	An internal part in the scanner may have malfunctioned.	Re-boot your computer. If the problem persists, contact Visioneer Technical Support.

# UNINSTALL YOUR SCANNER

To uninstall the Visioneer Patriot 480 scanner, remove the OneTouch 4.0 software, PaperPort, and any other software provided with your scanner.

## UNINSTALLING THE SCANNER AND ONETOUCH SOFTWARE

1. On the Windows taskbar, click **Start**, point to **Settings**, then click **Control Panel**.
2. *Windows 2000 and Windows XP:* Double-click the **Add or Remove Programs** icon.  
*Windows Vista:* Double-click the **Programs and Features** icon.
3. From the list of programs, select **OneTouch 4.0**. Click the **Change/Remove** button.
4. Click **Yes** when asked to confirm that you want to remove these software programs.
5. Follow the same steps to select and remove the **Kofax VirtualReScan 4.10** and **OneTouch 4.0 ScanSoft OmniPage OCR** modules from the installed programs list.
6. The OneTouch 4.0 software and modules are removed from your computer.
7. **Unplug the USB cable from the scanner.**
8. Close all open windows and restart your computer.

## UNINSTALLING THE PAPERPORT AND OMNIPAGE SOFTWARE

1. On the Windows taskbar, click **Start**, point to **Settings**, then click **Control Panel**.
2. *Windows 2000 and Windows XP:* Double-click the **Add or Remove Programs** icon.  
*Windows Vista:* Double-click the **Programs and Features** icon.
3. Select **PaperPort** or **OmniPage** and click **Remove**.
4. A message window opens, asking if you are sure you want to remove PaperPort from your computer. Click **Yes**.
5. Close all open windows and restart your computer.

## TO INSTALL ANOTHER DRIVER

Before you can install another driver for your scanner, you must remove the currently installed driver first. Then the new driver can be installed.

1. Uninstall the OneTouch 4.0 driver.
  - a. Open the Windows Control Panel.
  - b. *Windows 2000 and Windows XP:* Double-click the **Add or Remove Programs** icon.  
*Windows Vista:* Double-click the **Programs and Features** icon.
  - c. Select OneTouch 4.0 then click on the **Remove** button.
  - d. An “Add or Remove” message box opens and asks if you are sure you want to remove OneTouch 4.0 from your computer. Click **Yes**.

The OneTouch 4.0 software is removed from your computer.

2. **Unplug the scanner USB cable.**
3. Reboot (restart) your computer.
4. Follow the instructions in “Step 2: Install the Software” on page 8 of this User Guide and follow steps for installing one of the other driver options.

---

**Note:** The OneTouch 4.0 driver is required for the scanner's buttons to function. If you select a driver without OneTouch 4.0, the scanner buttons will not initiate scanning.

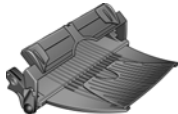
---

## VISIONEER PATRIOT 480 SCANNER SPECIFICATIONS

<b>Optical resolution</b>	600 dpi
<b>Bit depth</b>	24-bit color, 8-bit grayscale, 1-bit bitonal (black & white)
<b>Scan method</b>	Automatic document feeder (ADF)
<b>ADF specifications</b>	
Scanning Speed	Up to 38 pages per minute. Up to 76 images per minute @ 200 dpi black & white
Capacity	50 sheets
Paper Thickness	16 - 28 lbs. (0.002" - 0.006")
Maximum page size	8.5" x 38"
Minimum page size	2.5" x 2"
<b>Front Feed specifications</b>	
Maximum item size	8.5" x 11"
Minimum item size	2" x 2"
Item thickness	0.003" - 0.055" (0.076 - 1.397 mm)
<b>Light source</b>	Cold cathode fluorescent lamp
<b>Interface</b>	USB 2.0 High Speed
<b>Scanner dimensions</b>	
Height	6 inches
Width	6.5 inches
Length	13 inches
<b>Weight</b>	9.5 pounds
<b>Operating temperature</b>	50°–104° F (5°–35° C without condensation)
<b>Relative humidity</b>	40%–70% (@35° C without condensation)
<b>Power adaptor</b>	DC Jack, 24Vdc/2.0A (48W), 100-240Vac, Energy Star and RoHS compliant
<b>Scanner Rating</b>	24Vdc, 1.5A
<b>Power consumption</b>	≤ 40 Watts (during operation); ≤ 25 Watts (on standby); ≤ 6 Watts (power save after 15 minutes without scanning, can be adjusted by software); ≤ 1 Watt (power off)
<b>Power cord</b>	AC, US, 3P, 10A/125V, 180 cm, 3C, 18AWG, RoHS compliant
<b>USB cable</b>	185 cm, 28AWG, with core, RoHS compliant
<b>Safety and agency certifications</b>	UL, C-UL, FCC Class B, WEEE, RoHS

## VISIONEER PATRIOT 480 SCANNER PARTS LIST

Please use the following part names and numbers when ordering replacements for your scanner.

	<b>Part Name</b>	<b>Part Number</b>
	Input Tray	57-0104-000
	Output Tray	57-0105-000
	ADF Pad	57-0103-000
	Front Feed Tray with Output Tray	57-0121-000
	USB Cable	35-0107-000
	AC Power Cord	35-0103-000
	Power Supply	37-0076-000

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