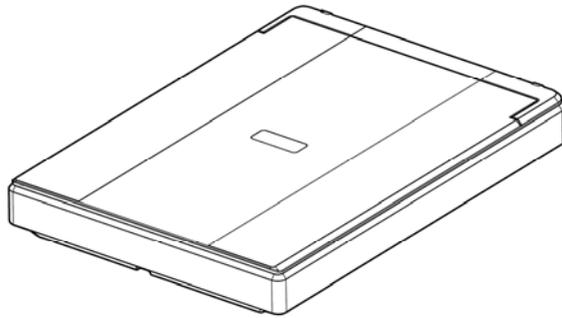


Avision



USER'S MANUAL

FLATBED SCANNER

PaperAir 10

Regulatory Model Number: BF-1606B

www.avision.com

Trademarks

Microsoft is a U.S. registered trademark of Microsoft Corporation.

Windows, Windows Vista, Windows 7, Windows 8, and Windows 10 are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

Energy Star® is a registered trademark of the U.S. government.

IBM, IBM PC are registered trademarks of International Business Machines Corp.

Other brands and product names herein are trademarks or registered trademarks of their respective holders.

Copyright

All rights reserved. No part of this publication may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any language or computer language, in any form or by any means, electronic, mechanical, magnetic, optical, chemical, manual, or otherwise, without the prior written permission of Avison Inc. Material scanned by this product may be protected by governmental laws and other regulations, such as copyright laws, the customer is solely responsible for complying with all such laws and regulations.

The optional Optical characters recognition (OCR) capabilities are provided by Nuance Communications, Inc.

OmniPage Capture SDK

Copyright© 2017 Nuance Communications, Inc. All rights reserved.

Omnipage is the trademark or registered trademark of Nuance Communications, Inc.

Warranty

The information contained in this document is subject to change without notice.

Avison makes no warranty of any kind with regard to this material, including, but not limited to, the implied warranties of fitness for a particular purpose.

Avison shall not be liable for errors contained herein or for incidental or consequential damages in connection with the furnishing, performance, or use of this material.



Disposal of Waste Equipment by Users in Private Union

This symbol on the product or on its packaging indicates that the product can not be disposed of with your other household waste. Instead it should be sent to appropriate facilities for recovery and recycling in an effort to protect human health and the environment. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, your household waste disposal service or the shop where you purchased the product.



As an ENERGY STAR® Partner, Avison Inc. has determined that this product meets the ENERGY STAR guidelines for energy efficiency.

Federal Communications Commission (FCC) compliance information statement Part 15

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

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

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.



European Union Regulatory Notice

Products bearing the CE marking comply with the following EU Directives:

- Low Voltage Directive 2014/35/EC
- EMC Directive 2014/30/EC
- Restriction of the use of certain hazardous substances (RoHS) Directive 2011/65/EU

CE compliance of this product is valid if powered with the correct CE-marked AC adapter provide by Avision.

This product satisfies the Class B limits of EN55022, EN55024, safety requirements of EN 60950 and ROHS requirements of EN50581.

*This machine is certified as Class 1 LED product.

System Requirements

CPU:	Intel® Core™ i3 or higher
Memory:	32 bit: 2 GB 64 bit: 4 GB
Optical Drive:	DVD-ROM Drive
USB Port:	USB 2.0 (compatible with USB 3.0)
Compatible Operating System:	Microsoft Windows 10 (32 bits/64 bits), Windows 8 (32 bits/64 bits), Windows 7, Windows Vista, Windows XP (SP3)

Product Safety Guide

Please clearly read all these instructions, and follow all instructions and warnings before installing and using the device.

The following indications are used in this document to obviate any chance of accident or damage to you and/or the device.

	WARNING	Indicates potentially hazardous situations, which if instructions are not followed, could result in death or serious injury.
	CAUTION	Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

WARNING

- Use only the USB cable that came with your device and avoid abrasions, cuts, fraying, crimping, and kinking. Using any other USB cable could cause fire, electrical shock, or injury.
- Place the device close enough to the computer so that the interface cable can easily reach between the device and the computer.
- Do not place or store the device:
 - Outdoors
 - Near excessive dirt or dust, water, or heat sources
 - In locations subject to shocks, vibrations, high temperature or humidity, direct sunlight, strong light sources, or rapid changes in temperature or humidity
- Do not use the device with wet hands.
- Never disassemble, modify, or attempt to repair the device or device option by yourself, except as specifically explained in the device's documentation. This could cause fire, electrical shock, or injury.
- Unplug the device and the USB cable, and refer servicing to qualified service personnel under the following conditions:
 - Liquid has entered the device.
 - Object has entered the device.
 - The device has been dropped, or the case has been damaged.
 - The device does not operate normally (i.e. appearance of smoke, strange smell, odd noise, etc.), or exhibits a distinct change in performance.
- Unplug the power cable connector and the USB cable before cleaning.

 **CAUTION:**

- Do not locate the device on rickety or aslope tables. Do not locate the device on unstable surface. The device may fall down and this may result in injury.
- Do not place heavy objects on the unit. It may cause unbalance and the device may fall down. This may result in injury.
- Store the AC Power cord/USB cable bundled out of the reach of children to avoid the risk of injury.
- Keep plastic bags bundled out of the reach of children or throw them away to avoid the danger of suffocation.
- If you are not going to use the device for a long period, unplug the USB cable.

1. INTRODUCTION

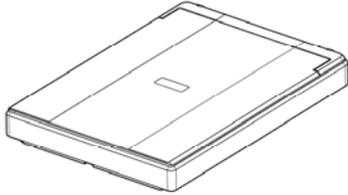
1.1 Overview

Thank you for purchasing PaperAir 10 scanner. The main features of the PaperAir 10 are as follows:

- ➔ **Easy to Scan**
Simply press the Scan button and then select the Save button, the scan is started with the predefined scan settings and the scanned image is stored in a predefined file location.
- ➔ **Easy to search**
Simply enter your keyword(s), your document(s) can be easily searched from the file name, tag information, and document contents within seconds as all your document contents become searchable and editable after the text recognition process and stored into a database.
- ➔ **Create searchable PDF files**
You can create searchable PDF files by performing automatic text recognition for PDF files after scanning.
- ➔ **Convert paper documents into Microsoft Word/Excel/PowerPoint files**
Automatically recognize image text and save image and the text into a Microsoft Word/Excel/PowerPoint file.
- ➔ **E-mail or print a scanned image directly from scanning**
You can attach the scanned image to your default e-mail software application or print it out with your printer instead of using a copy machine.

1.2 Package Items

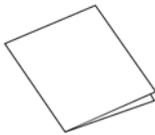
The following figure indicates the package contents. Please check all the items against your checklist. If you do not receive all the items, please contact your authorized local dealer immediately.



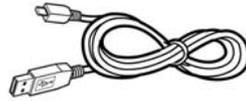
Scanner



Software CD



Quick Guide



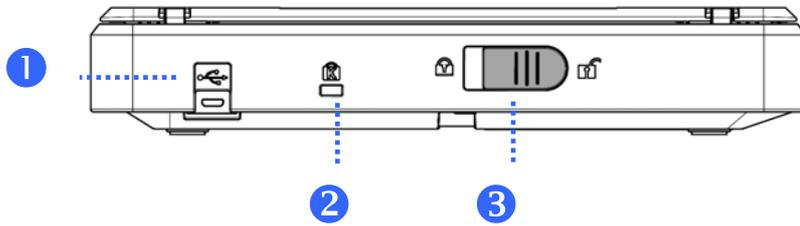
Micro USB Cable

NOTE



1. Please unpack the packing carefully, and check the contents against the checklist. If any items are missing or damaged, please contact your dealer immediately.
2. To access more service supports, visit www.avision.com to register your Avision's product.

1.3 Rear View



ITEM	NAME	DESCRIPTION
1	USB Port	Connect to your computer.
2	Kensington Security Slot	Attach to a lock to secure the scanner.
3	Lock Switch	Protect the scanner from being damage during transportation.

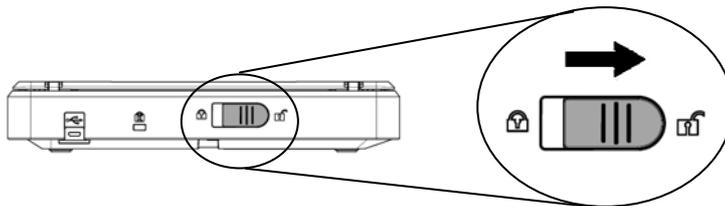
2. SCANNER INSTALLATION

2.1 Precautions

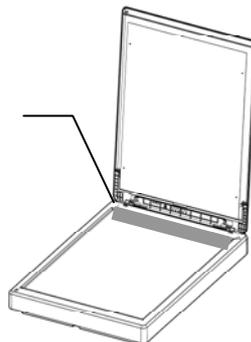
- Keep the scanner out of direct sunlight. Direct exposure to the sun or excessive heat may cause damage to the unit.
- Do not install the scanner in a humid or dusty place.
- Place the scanner securely on an even, flat surface. Tilted or uneven surfaces may cause mechanical or paper-feeding problems.
- Retain the scanner box and packing materials for shipping purposes.

2.2 Unlocking Your Scanner

To protect the scanning unit from damage during transportation, a lock switch is designed at the back of the scanner to keep the scanning unit from moving. To unlock the scanner, move the lock switch down as shown in below.



Scanning unit
at this position
before locking
the scanner



NOTE

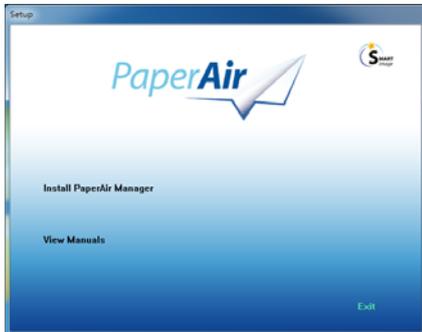


If the scanning unit is not located at the front of the scanner before transporting the scanner, be sure to do the follows:

1. Turn on the scanner. The scanning unit should move to the front of the scanner.
2. Press the lock switch down to the "Lock position".
3. The scanner is now ready to transport.

2.3 Installing the Software

1. Insert the Setup DVD-ROM into the DVD-ROM drive on your computer.
>> The following [**Installation**] graphic appears. Click [**Install PaperAir Manager**].



NOTE

If the [**Installation**] graphic does not appear, double-click "**Setup.exe**" in the Setup DVD-ROM via Windows Explorer.

2. Select the language you will be used during the installation and click the [**Next**] button.
>> A confirmation about accepting the license agreement appears.
3. Read the [**END-USER LICENSE AGREEMENT**], select [**I accept the terms of the license agreement**], and then click the [**Next**] button.
>> A confirmation about accepting our privacy policy appears.
4. Read the [**PRIVACY POLICY**], select [**I accept the terms**], and then click the [**Next**] button.

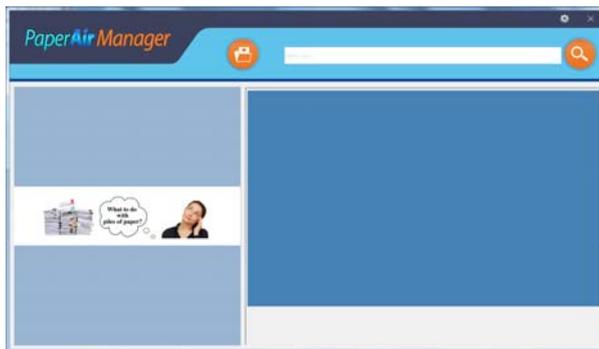
Choose [**Accept**] to help us improve our product by collecting your operational information and let us provide better service to you. If you do not accept our privacy policy, you may continue to install the program.

>> A [**Ready to Install the Program**] dialog box appears.

5. Click [**Install**] to begin the installation.



6. Installation starts. When the installation is complete, the [**How to connect the scanner**] dialog box appears.
7. Follow the instructions to turn on your scanner and connect the scanner to your computer with the USB cable.
8. Click the [**Finish**] button when the installation complete notification is displayed.
 >>If the installation is successful, the PaperAir Manager icon will be displayed in Windows system tray and the main window will be displayed. If not, check if the scanner has been turned on and if the USB cable connection is correct.



PaperAir Manager's Main Window



PaperAir Manager's icon in the System Tray

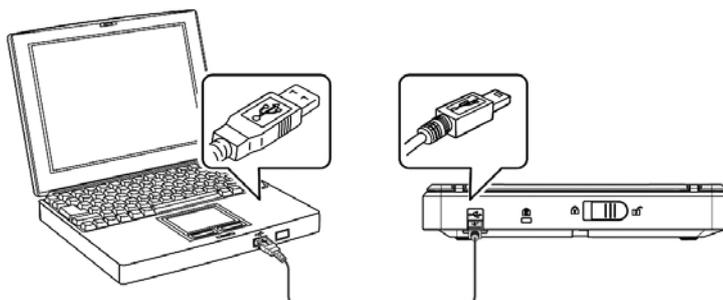


PaperAir Manager's desktop shortcut

9. Remove the Setup DVD-ROM from the DVD-ROM drive.

2.4 Connecting to the Computer

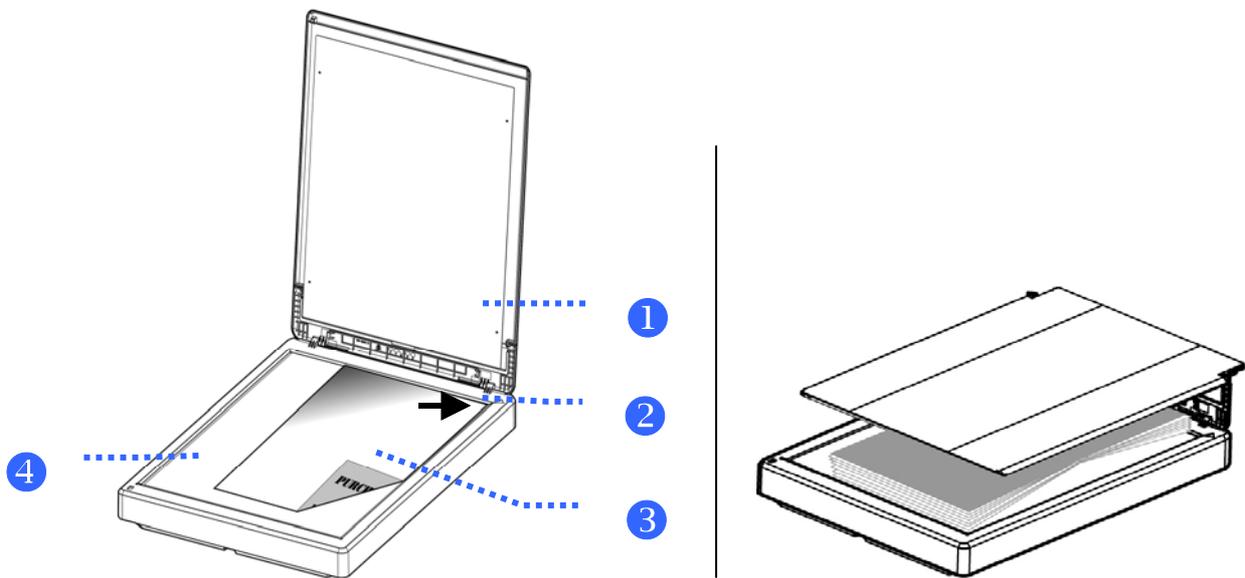
Connect the **square end** of the USB cable to the USB port of your scanner. Connect the **rectangle end** to the USB port at the rear side of your computer.



3. COMPLETING YOUR FIRST SCAN

3.1 Placing Your Paper

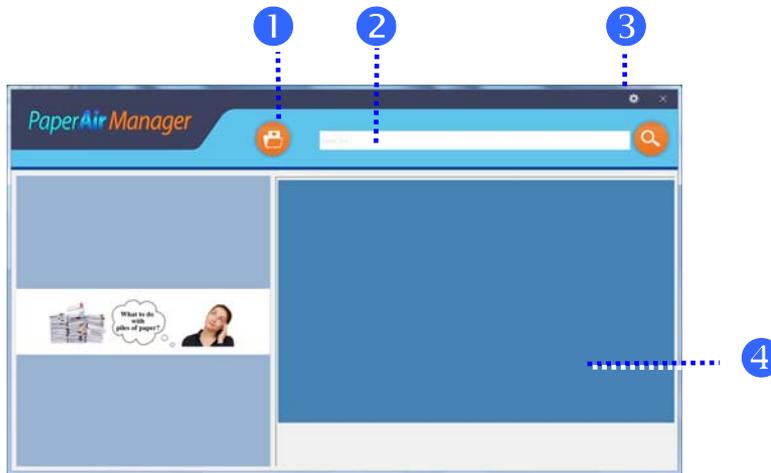
1. Open document cover.
2. Place your document with your text **FACE DOWN** on the glass.
3. Make sure the upper left corner of your original near the home position as marked in the scanner.
4. Close the document cover.



ITEM	NAME
1	Document Cover
2	Home Position
3	Document
4	Glass

3.2 Starting PaperAir Manager

After the PaperAir Manager software application has been properly installed, the PaperAir Manager is started. The main window of PaperAir Manager and its icon will be displayed.



PaperAir Manager's Main Window

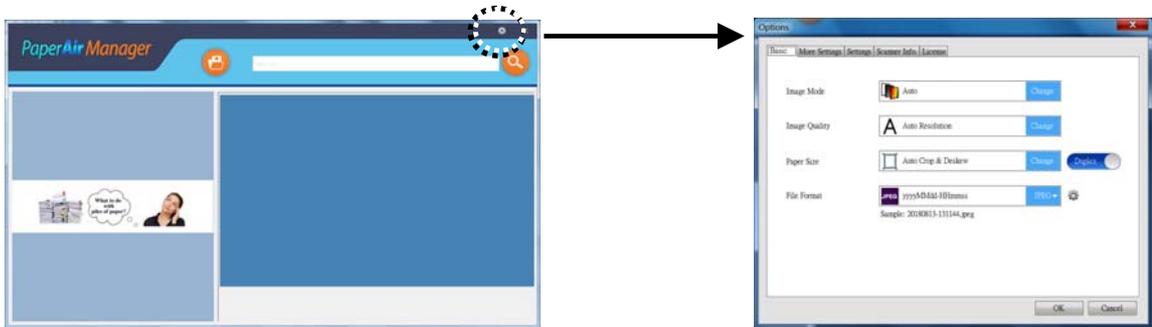
ITEM	NAME	DESCRIPTION
1	The Scan Button	Click to scan and create a full-text searchable file.
2	The Keyword Field	Enter your keyword(s) to search your scanned document from the database.
3	Options	More settings of the PaperAir Manager.
4	The Preview Window	Display the scanned image in a low resolution.



PaperAir Manager's icon in the System Tray

3.3 Checking Scan Settings Before Scanning

1. Right-click the [**Options**] icon  on the upper-right corner to prompt the [**Options**] window.



The **Options** window consists of the following options:

NAME	DESCRIPTION
<p>Image Mode</p>	<p>Choose proper image mode for the scanned image. Choice: *Auto, Color, Gray, and Black and White. Auto: Automatically convert image mode according to your original document.</p>
<p>Image Quality</p>	<p>Choose your ideal resolution for the scanned image. Choice: *Auto Resolution, High (600 dpi), Medium (300 dpi), Low (200 dpi) Auto Resolution: According to the original document, automatically select proper resolution to perform your scan.</p>
<p>Paper Size</p>	<p>Choose your ideal scan size. Choice: *Auto Crop & Deskew A4 – 8.2 x 11.6 in. A5 – 5.8 x 8.2 in. A6 – 4.1 x 5.8 in. B5 – 6.9 x 9.8 in. B6 – 4.9 x 6.9 in. Postcard – 5.8 x 3.9 in. Business Card – 3.5 x 2.1 in. Letter – 8.5 x 11 in. Legal – 8.5 x 14 in. Auto Crop & Deskew: Automatically adjusts the cropping window according to different document sizes and automatically straighten a skew image.</p>
<p>Simplex/Duplex</p>	<p>Click this button to switch between Simplex/Duplex. Simplex: Choose to scan one side of document. *Duplex: Choose to scan the front and rear side of document. Note: The availability of this feature varies by scanner type.</p>
<p>File Name/File Format</p>	<p>Select your desired file format. Choice: *JPEG, PDF, DOCX, XLSX, PPTX</p>

*: Default Setting

If you wish to change the setting, use this window to reset the settings. For detailed information on how to change the scan settings, see "Customizing PaperAir Manager" in the subsequent section to reset the settings.

2. Click [**OK**] to leave the window.

3.4 Scanning Your Document

1. Load paper to your scanner.
2. Click the [Scan] button  to start a scan.



The **Scan** Button

3. After the scan is completed, the following [**Preview**] window appears and the scanned image is automatically saved in a preset path (default path: My Documents\PaperAir Manager).



The Preview Image

The progress bar: The process to complete a scan and create a full-text searchable file requires the following steps:

Step	Progress Bar	Description
Step 1		Indicate the progress to scan your document.
Step 2		Indicate the progress to enhance your image quality via Smart Image processing.
Step 3		Indicate the progress to proceed the OCR (Optical Character Recognition) process.
Step 4		Indicate the progress to proceed the tag information process. (This step is not a must item.)

4. On the **[Preview]** dialog box, if the previewed image is fine, choose the following action:

The [Tag] field: Enter the tag information and then press [Enter]. Entering tag information helps to create a better search result since our search database including your file name, tag information, and the recognized image text after text recognition process.

Output: Send your scanned image to a list of destinations including E-Mail, Print, and BizCard software application.

ITEM	DESCRIPTION
------	-------------

E-Mail	
---------------	--



	Click to open your default E-mail software and send the scanned image to your recipient as an attachment.
--	---

Printer	
----------------	--



	Click to send the scanned image to a default printer to print the scanned image.
--	--

BizCard	
----------------	--



	Click to read the text on your name card. Text recognition is performed on the scanned image data which is then managed into a card database.
--	---

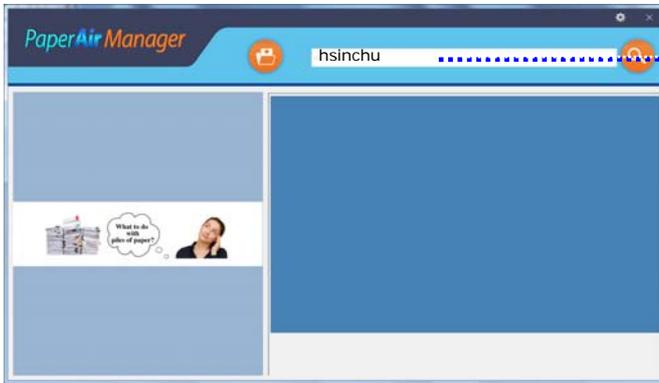
5. The scanned image will be sent to your specified destination.

3.5 Searching Your Document

PaperAir Manager allows you to search your documents from the database of all previously scanned text, file names, and tag information. The image text has been recognized after the text recognition process and saved into a database.

To search your document,

1. On the main window, type your keyword (one or more) in the **Keyword** field. For example, Document or Document scan. And then press the **Search** icon . Or you may enter * in the **Keyword** field and then press the **Search** icon  to find all documents.



Type your keyword(s) here.

2. In a second, the search results will be displayed. Simply select the image file and the image will be displayed in the Preview frame. (Note: PaperAir Manager does not support documents in DOCX, PPTX, XLSX file formats to be displayed in the Preview frame.)



File Name

Tag Information

The Preview Image

If desired, you may also send your document to an E-Mail recipient as an

attachment by clicking  ; print your document by clicking  ; or send your document to BizCard software by clicking .

NOTE

1. If you are scanning from a mobile device (refer to Chapter 6), the text recognition process will not be performed and therefore the scanned images can not be searched.
2.  Note the following factors which may affect the OCR accuracy and the Search result:
 - Document contains stamps or handwritten remarks.
 - Font size too small (If this is the case, try to scan in 600 dpi (resolution))
3. PaperAir Manager is able to perform text recognition and include the recognized text in its search database for all the images (in JPEG, TIFF, BMP, GIF, PNG file format), pdf files, and Microsoft Office files (in ppt, pptx, xls, xlsx, doc, docx file format) you have copied and pasted to the [**PaperAir Manager**] folder. Yet this feature is only available on the following conditions:
 - You have agreed our Privacy Policy during installation.
 - Your computer is in the internet environment.

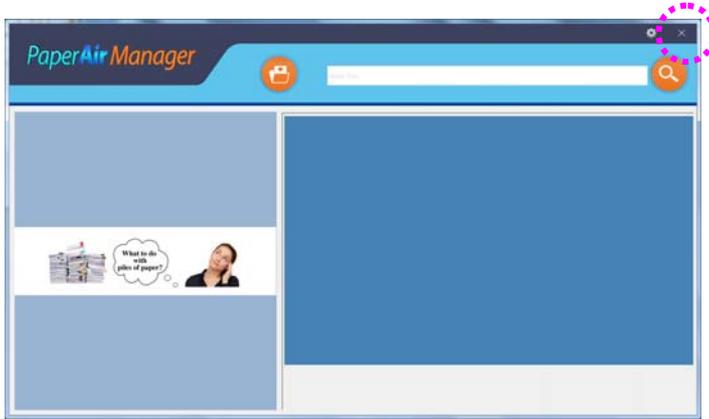
SEARCH TIPS

1.  Note PaperAir Manager's search engine is designed somehow different with Google's. If you can not find your document in the first search, try to enter keywords in different sequence or combination. For example, if your first entry of keyword is [confidential invoice], you can try [invoice] or [invoice confidential] to find your document.
2. → You may enter [?] or [*] in the keyword where you are not sure about its spelling. For example, you may enter T?ipei or T*pei to search for document text containing Taipei.

3.6 Exiting PaperAir Manager

To exit the PaperAir Manager application,

Simply click the **[Exit]** icon  to leave the main window.



3.7 Restarting PaperAir Manager

To restart the PaperAir Manager application,

Simply click the PaperAir icon in the System Tray and the main window will be displayed.

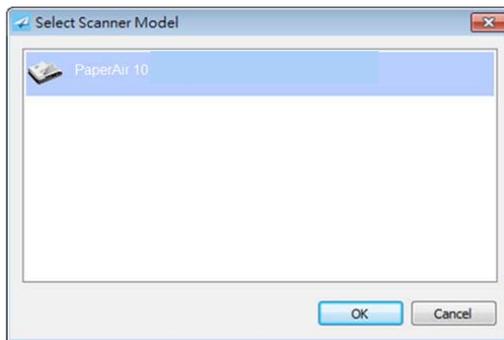


PaperAir Manager's icon in the System Tray

Or

If you have accidentally closed the PaperAir Manager's icon  in the System Tray, restart PaperAir Manager by following these steps:

1. From the **[Start]** menu, select **[All Programs/Programs]>[Avison PaperAir 10 scanner]>[PaperAir Mnager]**.
2. A **[Select Scanner Model]** dialog box appears.



3. Choose your scanner model and click **[OK]**. The PaperAir Manager's main window will be displayed.

3.8 Using PaperAir Manager Without Connecting to a Scanner

PaperAir Manager is a scanning software application. Yet, without connecting to the scanner, you can still launch it and use the search feature. This is especially useful when you are away on business without carrying the scanner.

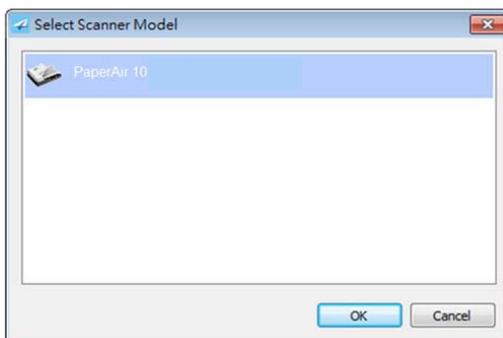
To run PaperAir Manager without connecting to a scanner, please follow these steps :

1. From the [**Start**] menu, choose [**All Programs/Programs**] > [**Avision PaperAir 10 scanner**] > [**PaperAir Mnager**].

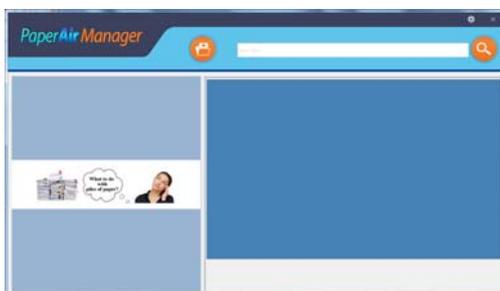
Or

1. Choose PaperAir Manager's shortcut  on your desktop.

2. A [**Select Scanner Model**] dialog box appears.



3. Choose any scanner and then click [**OK**]. The PaperAir Manager's main window will be displayed.



4. Enter your keyword in the [**Keyword**] field to search your document. A few seconds, the search results will be displayed.

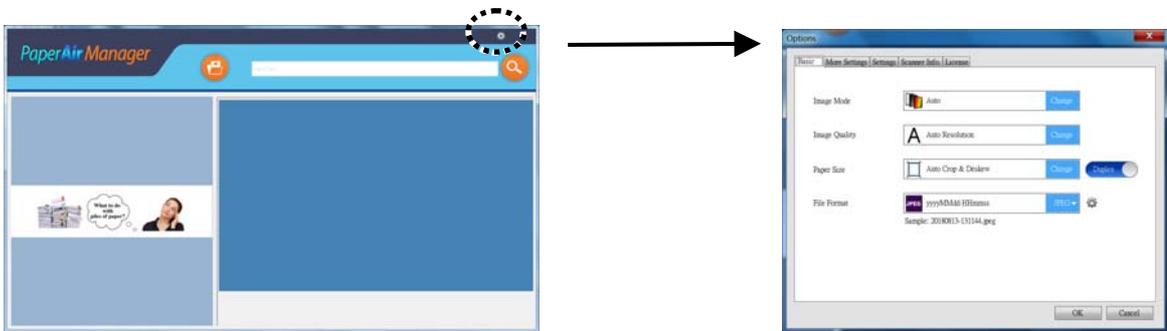
4. CUSTOMIZING PaperAir Manager

This section explains how to customize scan settings to suit your various scanning tasks.

4.1 Using the Scan Settings Window

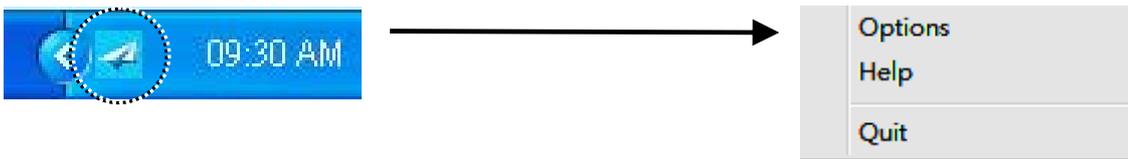
To customize the settings for each button, you need to use the Button Properties window. Button Properties window can be started in either of the following way.

1. Right-click the [**Options**] icon  on the upper-right corner to prompt the [**Options**] window.

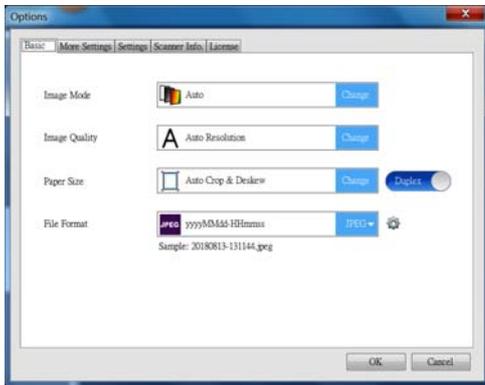


Or

1. Right-click the PaperAir Manager icon to prompt the following pop-up menu.



2. Choose [**Options**] to prompt the following [**Options**] window.



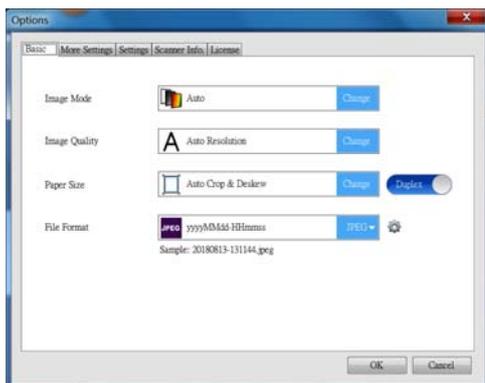
The [**Scan Settings**] window consists of the following tabs:

- ➔ **The Basic tab**—Provide basic scan settings including the image mode, image quality, paper size, file name and file format.

- ➔ **The More Settings tab**—Provide more scan settings including the options of removing blank images, rotating the image, and enabling multi-feed detection.
- ➔ **The Settings tab**—Provide options for the OCR settings and the **[Browse]** button to change the location where all the scanned documents will be saved and searched.
- ➔ **The Scanner Info tab**—Provide scanner's basic information including serial number, pad count, roller count, and firmware version.
- ➔ **The License tab**—Provide you the field to enter the authorization code for the OCR function you have purchased from the indicated web site. During software installation, if you do not agreed with our Privacy Policy, text recognition function is not available for other photos or images you have not scanned via this scanner. If you have purchased the authorization code, the text recognition function will be available for all images stored in the specified folder.

4.2 The Basic Tab

From the Basic tab, most of your configurations for the button can be completed. The Basic tab allows you to set basic settings for the button including basic scan settings, file name, and file format and path for the scanned image.



4.2.1 Selecting Your Image Mode

- ➔ **Image Mode:**
Select proper image mode for the scanned image.
Choice: *Auto, Color, Gray, and Black and White.

ITEM DESCRIPTION

Auto

Click to automatically detect and scan your color document in color image mode. If your document is in colors, the scanner will automatically scan the document into a color image. If your document is non-color, the scanner will scan your document in Black and White mode. This option is useful when you have a mixture of color and non-color document.

Color

Choose Color to scan color photographs or color documents. Color scan produces the largest file size.

Gray

Choose Gray to scan documents containing drawings or black and white photographs. This scanning produces an image of up to 256 shades of gray.

Black and White

Choose Black and White to scan document containing purely text, pencil, or ink sketch. This scan mode produces the smallest file size.

*: Default Setting



B&W



Gray



Color

4.2.2 Selecting Your Image Quality

➔ Image Quality:

The image quality (resolution) is measured in pixels per inch (ppi) (sometimes referred to as dots per inch or dpi). Higher resolutions result in more detail in the scan, slower scanning and in general, greater file sizes.

Choice: *Auto Resolution, Low (200 dpi), Medium (300 dpi), and High (600 dpi).

Auto Resolution: According to the original document, automatically select proper resolution to perform your scan.



Low Resolution



Medium Resolution

4.2.3 Selecting Your Desired Paper Size



Paper Size

Select one of the pre-defined paper sizes that matches the size of the original document.

Choice:

***Auto Crop & Deskew**

A4 – 8.2 x 11.6 in.

A5 – 5.8 x 8.2 in.

A6 – 4.1 x 5.8 in.

B5 – 6.9 x 9.8 in.

B6 – 4.9 x 6.9 in.

Postcard – 5.8 x 3.9 in.

Business Card – 3.5 x 2.1 in.

Letter – 8.5 x 11 in.

Legal – 8.5 x 14 in.

Auto Crop & Deskew: Automatically adjusts the cropping window according to different document sizes and automatically straighten a skew image. Use this option for batches of mixed-sized documents.

4.2.4 Selecting Simplex (One-Side) or Duplex (Two-Side)



Simplex/Duplex: Click this button to switch between Simplex/Duplex.

Simplex: Choose to scan one side of document.

***Duplex:** Choose to scan the front and rear side of document. Note: The availability of this feature varies depending on scanner type.

4.2.5 Setting File Name, and File Format



File Name:

The available file name consists of date and time which are jointed with a dash (yyyyMMdd-HHmms). For example, 20170417-154235 indicates date (year/month/date) and 154235 indicate time (hour/minute/second).



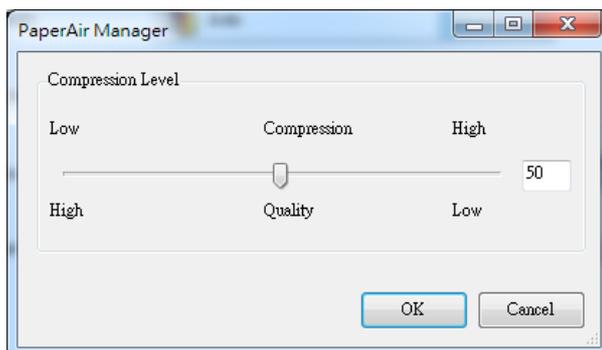
File Format:

The file format that you have selected determined the file format for the scanned image of your document. Choose your ideal file format for the specific destination. **Choice:** * **JPEG**, PDF, DOCS, XLSX, PPTX

JPEG:

JPEG (Joint Photographic Experts Group) compression provides the best results with continuous-tone color and the smallest file size. To compress your file size,

click the **"Properties"**  button. Move the slider to the right or to the left to increase or decrease the level of compression. Note the greater the compression level, the lower image quality.

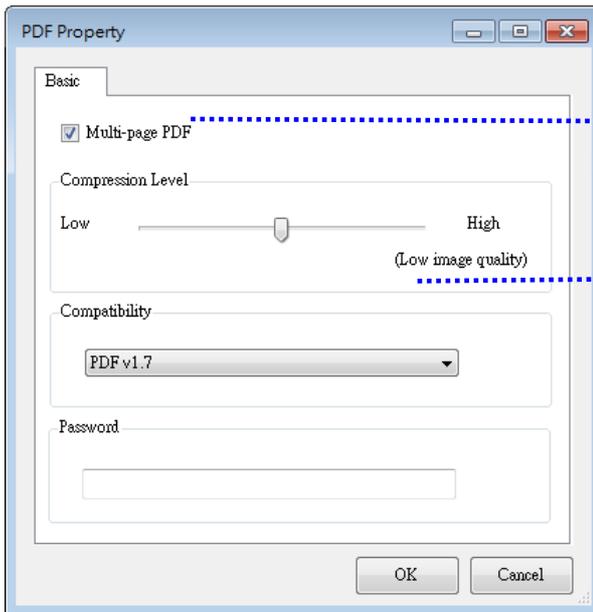


PDF/Multi-Page PDF:

PDF (Portable Document Format) is a very popular file format used by Adobe. You can view PDF files using Adobe Acrobat or Adobe Reader.

Multi-Page PDF: You may create a multi-page PDF file format by clicking the

Properties button  and then check **[Multi-Page PDF]**. Multi-PDF combines all the scanned images into a single PDF file.



Check this button if you wish to convert into a multi-page PDF file.

Move the slider to change your compression level.

More Options

- **Compression Level:** Increase your compression level by moving the compression slider to the right or decrease your compression level by moving the slider to the left. Note: The higher compression level, the lower image quality.
- **Compatibility:** Choose your PDF version from the "Compatibility" option including PDF (Quick Mode), PDF V1.0 ~ V1.7, PDF/A 1a, PDF/A 1b, PDF/A 2a, PDF/A 2b, PDF/A 3a, PDF/A 3b, PDF/A 3u. The specifications for PDF are backward inclusive. The PDF 1.7 specification includes all of the functionality previously documented in the Adobe PDF Specifications for versions 1.0 through 1.6.
- **Password:** If you wish to add security to your file, type your password from the "Password" option and type your password.

PPTX: a file extension for a presentation file format used by Microsoft PowerPoint.

DOCX: a document file format used by Microsoft Words.

XLSX: a file extension for a spreadsheet file format used by Microsoft Excel.



NOTES



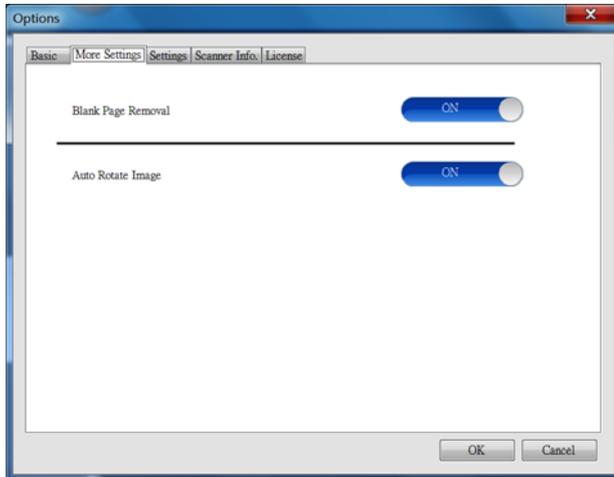
Save your document to Microsoft Word/PowerPoint/Excel when you need to edit the text of your document.



To save your document in Microsoft Word/PowerPoint/Excel, note the font type may not be the same with your original document.

4.3 The More Settings Tab

The [**More Settings**] tab provides the following options.



4.3.1 Removing Blank Page

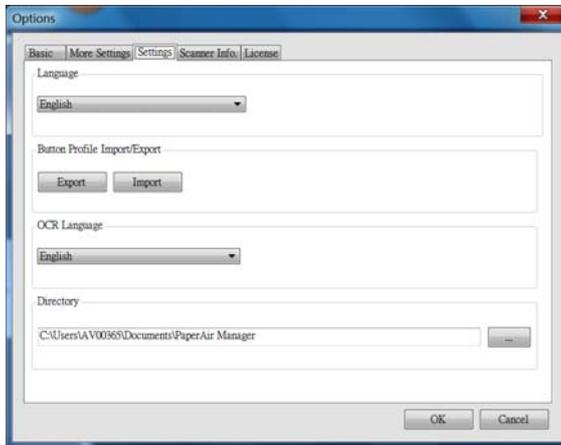
- ➔ **Blank Page Removal:**
Automatically remove blank page according to optimized threshold.
Choice: *On, Off

4.3.2 Rotating Your Images

- ➔ **Auto Rotate Image**
Automatically rotate image based on the contents of document.
Choice: *On, Off

4.4 The Settings Tab

The **Settings** tab contains the following options:



- ➔ **Language**
Select your desired language shown from the combo box. After clicking the **OK** button, the specified language will be immediately displayed.
- ➔ **Button Profile Import/Export**
This feature allows you to copy the button profiles of one PaperAir 10 to another PaperAir 10 without having to creating the same button profiles repeatedly.
Export:
Click [**Export**] to save current button profiles (destinations and scan settings) to a .bm2 file.
Import:
Click [**Import**] to import the button profiles (.bm2 file) of one PaperAir 10 to another PaperAir 10.
- ➔ **OCR Language**
If you wish to convert your file to searchable PDF, choose your OCR language from the "OCR Language" option.
- ➔ **Directory**
If desired, you may click the Browse button to change the location where all the scanned documents will be saved and searched.

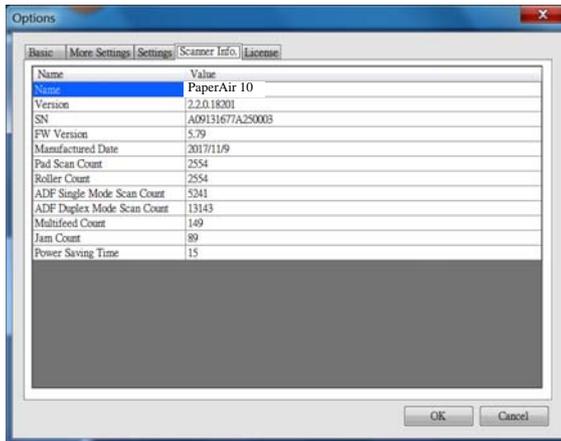
NOTE



1. The following folder or drive can not be used to store the scanned images.
 - The [Windows] folder in your system drive
 - A shortcut folder
 - A removable USB drive
 - A CD or DVD-ROM drive
2. A [**PaperAir Manager**] subfolder will be automatically added to your specified folder.
3. The specified folder must be writeable and accessible.

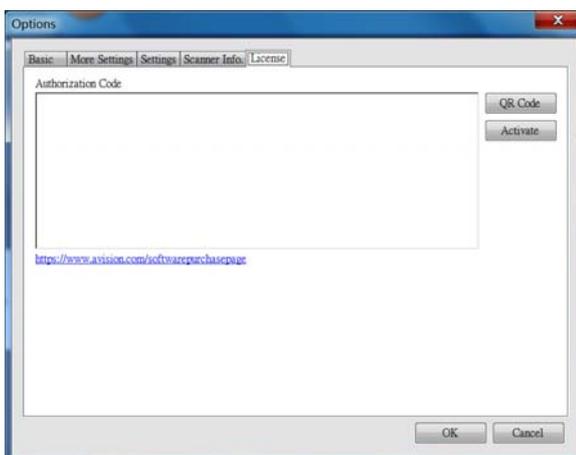
4.5 The Scanner Info Tab

The **Scanner Info** tab allows you to view all the information about the scanner including serial number, pad count, roller count, and firmware version. These are helpful information when you report a problem to the service personnel.



4.6 The License Tab

The **License** tab allows you to enter the authorization code to perform the OCR function for the photo or image stored in the preset location (Documents\PaperAir Manager\). The authorization code can be purchased from the indicated web page. By obtaining the authorization code, the images or photos which are not scanned from Avison's scanner can be pasted to the preset location (Documents\PaperAir Manager) and performed the text recognition function.

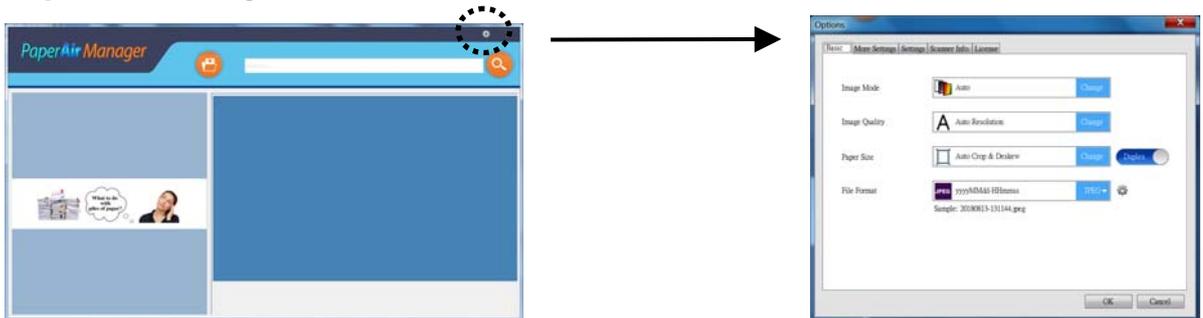


4.7 Creating a Searchable PDF File

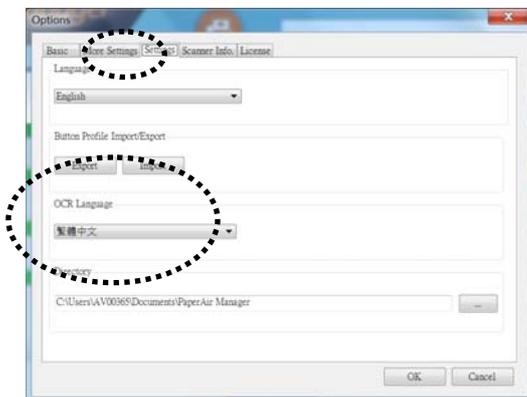
PaperAir Manager allows you to save your scanned images in PDF or searchable PDF file format. With the OCR (Optical Character Recognition) engine which supports over a hundred of languages, your electronic documents can be searched and managed more effectively.

To save your images in searchable PDF file format,

1. On the main window, click  on the upper-right corner. This will prompt the [Options] dialog box.



2. Choose [PDF] from the [File Format] option and click [OK] to save the settings and leave the dialog box.
3. Click the [Settings] tab and then choose your desired language from the [OCR Language] option.



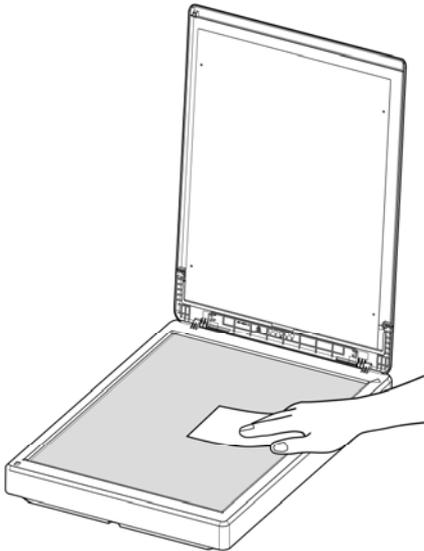
4. Click the [Scan] button on the main window.
5. In a few seconds, a full-text searchable PDF file will be created.

5. MAINTENANCE

5.1 Clean the Scanner Glass

The Cleaning Procedures

1. Moisture a piece of soft cloth with some isopropyl alcohol. (95%)
2. Open the document cover as shown below.
3. Gently wipe the document glass.
4. Close the document cover. Your scanner is now ready for use.



NOTE

Do not use any solvents or corrosive liquid (*i.e., alcohol, kerosene, etc.*) to clean any part of the scanner, otherwise the plastic material will be permanently damaged.

6. TROUBLESHOOTING

6.1 Frequently asked questions and answers

Q Why does my scanned image always come out too dark?

A

1. Please adjust the screen settings to sRGB.
2. Please adjust the brightness settings on the screen from application software.

6.2 Technical Service

Before contacting Avison, please prepare the following information:

- Scanner serial & revision number (located on the bottom of the scanner);
- Hardware configuration (e.g., your host CPU type, RAM size, free disk space, display card, interface card);
- The version of PaperAir Manager.

Please call us at:

Headquarter

Avison Inc.

No. 20, Creation Road I, Science-Based Industrial Park,
Hsinchu 300, Taiwan, ROC

TEL: +886 (3) 578-2388 | FAX: +886 (3) 577-7017

E-MAIL: service@avision.com.tw | Web Site: <http://www.avision.com.tw>

US and Canada Area

Avison Labs, Inc.

6815 Mowry Ave., Newark CA 94560, USA

TEL: +1 (510) 739-2369 | FAX: +1 (510) 739-6060

E-MAIL: support@avision-labs.com | Web Site: <http://www.avision.com>

China Area

Hongcai Technology Limited

7A, No.1010, Kaixuan Road, Shanghai 200052 P.R.C.

TEL: +86-21-62816680 | FAX: +86-21-62818856

E-MAIL: sales@avision.net.cn | Web Site: <http://www.avision.com.cn>

Europe Area

Avision Europe GmbH

Bischofstr. 101 D-47809 Krefeld Germany

TEL: +49-101-56981-40 | FAX: +49-101-56981-42

E-MAIL: info@avision-europe.com | Web Site: <http://www.avision.de>

Espaço Brasil

Avision Brasil Ltda.

Avenida Jabaquara, 2958 - Cj. 75 - Mirandópolis –

CEP: 04046-500 - São Paulo, Brasil | TEL: +55-11-2925-5025

E-MAIL: suporte@avision.com.br | Web Site: <http://www.avision.com.br>

7. SPECIFICATIONS

All specifications are subject to change without notice. For the most up-to-date and detailed specifications, please refer to our web site at <http://www.avision.com>

Model Number :	BF-1606B
Technology:	Contact Image Sensor (CIS)
Light Source :	LED (Light-Emitting-Diode lamp)
Optical Resolution :	600 dpi
Max. Scanning Size:	216 x 297 mm (8.5 x 11.7 in.)
Scanning Mode :	Black & White Gray Color
Interface :	USB 2.0
USB Power :	5 Vdc, 500mA
Operating Temperature	10°C ~ 35 °C
Environment:	
Humidity	10% ~ 85% RH
Dimension (WxDxH) :	255 x 355 x 46 mm (11.04 x 13.98 x 1.81 in.)
Weight :	1.4 kg (3.1 lb.)