



# Scan to Network and Scan to Network Premium

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## Administrator's Guide

**Important:** This guide is intended for MX6500e.

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# Overview

*Scan to Network* lets users scan their documents to network destinations specified by the administrator.

After establishing the destinations (shared network folders) in the network, complete the setup process by installing and configuring the application on the scanner.

The application includes the following advanced features:

- **Advanced Imaging**—Users can auto-crop, despeckle, or deskew images, or remove blank pages.
- **Advanced Scan Preview**—In addition to disabling the scan preview or allowing a preview of the first page, administrators can enable a preview for all pages. When Advanced Scan Preview is enabled, the user has additional options available from the preview screen, such as automatic and manual crop, page rotation, contrast, darkness, and page addition or removal.
- **Custom prompting**—Administrators can enter custom prompts that will appear on the scanner home screen before a user scans a document. The information collected from the prompts is included in the scan index file and can be added to the file name of the scanned document.
- **Custom file names**—After creating bar code templates or custom prompts, administrators can choose to include this information in the file name of the scanned document.
- **Page Break**—This enables the scanner to break a job based on a set of number of pages per file specified by the administrator or in the page break bar code template.
- **Bar Code Discovery**—This lets administrators create bar code templates to specify the location and type of bar code that users will frequently scan. The bar code template can then be added to a scan destination to reduce the amount of time it takes to scan and identify bar codes on a scanner. The bar code information collected in the scan is included in the scan index file and can be added to the file name of the scanned document.

**Note:** Make sure that the page containing the bar code is placed on the scanner glass or loaded into the ADF the same way as the bar code was recognized by the Bar Code Discovery.

# Configuring Scan to Network

## Configuring a destination

- 1 From the Embedded Web Server, click **Settings > Apps > Apps Management**.
- 2 From the list of installed applications, click the name of the application.
- 3 Under Scan Destination, click **Add**.  
**Note:** You can also edit or delete existing destinations.
- 4 Type a name for the destination and other appropriate information.
- 5 Select **Network Folder** or **FTP Address**, and then configure the selected destination.
- 6 Under Authentication Options, select whether to require user authentication for this destination.  
**Note:** The credentials are used to access the network destination.
- 7 In the sections that follow, adjust the settings, if necessary:
  - Select check boxes to allow users to modify settings.
  - Use radio buttons and drop-down menus to specify the default settings.
  - For more information, see “Configuring destination settings” on page 4.
- 8 Click **OK > Apply**.

## Using the “Set up Scan to Network” feature

- 1 From the Embedded Web Server, click **Set up Scan to Network**.
- 2 Under Scan Destination, click **Add**.  
**Note:** You can also edit or delete existing destinations.
- 3 Type the appropriate information to successfully create a destination.
- 4 Under Authentication Options, select whether to require user authentication for this destination.  
**Note:** The credentials are used to access the network destination.
- 5 Click **OK**.

## Configuring destination settings

### Name

Type a name for the destination.

### Location

Select **Network Folder** or **FTP**, and then configure the selected destination.

**Notes:**

- To use the LDAP features, the scanner must be configured to use an LDAP server. For more information, see “Configuring LDAP” on page 11.
- For a list of protocols used or required by the application, see the *Readme* file.

**Network Folder settings and their descriptions**

Use	To
<b>Address</b>	Type the server name or IP address of the network folder in the \\ <b>server</b> \ <b>share</b> format.
<b>LDAP Path Attribute</b>	Type the path attribute for the LDAP server.
<b>Path Suffix</b>	Type the path suffix for the LDAP server.
<b>LDAP User ID Attribute</b>	Type the attribute for the User ID on the LDAP server. This setting will not be visible until something is typed in the LDAP Path Attribute field.
<b>Domain</b>	Type the Windows domain for the destination if the destination resides within a different Windows domain than the scanner.
<b>WINS Server</b>	Type the WINS Server address if the scanner has difficulty connecting with a network folder destination.
<b>Broadcast Address</b>	Type the network broadcast address if the scanner has difficulty connecting with a network folder destination.

**FTP settings and their descriptions**

Use	To
<b>Address</b>	Type the server name or IP address of the network folder in the \\ <b>server</b> \ <b>share</b> format.
<b>Port</b>	Type the port number that the MFP uses to communicate with the FTP server.
<b>LDAP Path Attribute</b>	Type the path attribute for the LDAP server.
<b>Path Suffix</b>	Type the path suffix for the LDAP server.
<b>LDAP User ID Attribute</b>	Type the attribute for the User ID on the LDAP server. This setting will not be visible until something is typed in the LDAP Path Attribute field.

**Authentication Options**

Use	To
<b>Use Kerberos authentication</b>	Use a Kerberos ticket to authenticate to network destinations. <b>Note:</b> This option is available only if the location is set to <b>Network Folder</b> .
<b>Guest (Network Folder)/Anonymous (FTP)</b>	Allow the user to access the destination without prompting for authentication credentials.
<b>Use MFP authentication credentials</b>	Prompt the user to enter the authentication credentials set on the scanner when they access the application from the scanner control panel. The authentication settings for the scanner must be configured appropriately for this option to work correctly. <b>Note:</b> Select this option if your scanner has been configured to use access controls and a security template has been assigned to the “Device Apps” access control. For more information, see the <i>Embedded Web Server Administrator’s Guide</i> at <a href="http://www.lexmark.com">www.lexmark.com</a> .

Use	To
<b>Prompt for username and password</b>	Prompt the user to enter authentication credentials. <b>Note:</b> Do not select this option if your scanner has been configured to use access controls.
<b>Use static username and password</b>	Use the authentication credentials for the destination as specified in the Username and Password fields, without requiring the user to enter them at the touch screen.

## Scan Settings

Adjust the settings in this section to determine the default settings that will be used for each scan.

- 1 Select the option or use the drop-down menu next to each setting to set the default value.
- 2 If you want to allow users to modify the default values from the scanner, then select the check box next to the appropriate feature. If you want to prevent users from modifying the default settings, then clear the check box.

Select	To
<b>Paper size</b>	Specify the paper size of the original document.
<b>Orientation</b>	Specify whether the original document is in portrait or landscape orientation. Select <b>Portrait</b> if the height of the page is greater than the width; select <b>Landscape</b> if the width of the page is greater than the height.
<b>Content</b>	Specify the content of the original document to enhance scan quality. <ul style="list-style-type: none"> <li>• <b>Text</b>—This scans original documents that are mostly text or line art.</li> <li>• <b>Text/Photo</b>—This scans original documents that are a mixture of text and graphics or pictures.</li> <li>• <b>Photo</b>—This scans original documents that are high-quality photographs or inkjet prints.</li> <li>• <b>Graphics</b>—This scans original documents that are mostly business-type graphics, such as pie charts, bar charts, and animations.</li> </ul>
<b>Sides (Duplex)</b>	Allow users to scan one-sided or two-sided documents. <ul style="list-style-type: none"> <li>• <b>1 Sided</b>—This scans one-sided documents.</li> <li>• <b>2 Sided - Short Edge</b>—This scans two-sided documents that are bound along the short edge of the paper.</li> <li>• <b>2 Sided - Long Edge</b>—This scans two-sided documents that are bound along the long edge of the paper.</li> </ul>

Select	To
<b>Format</b>	<p>Specify the output for the scanned image.</p> <p><b>Note:</b> The Secure PDF file format is not available on devices running the Embedded Solutions Framework (eSF) version 1.2.</p> <ul style="list-style-type: none"> <li>• <b>TIFF</b>—This creates multiple files or a single file. The file size is usually larger than an equivalent JPEG. <p><b>Note:</b> If Multi-page TIFF is turned off in the Settings menu of the Embedded Web Server, then this option saves one page in each file.</p> </li> <li>• <b>JPEG</b>—This creates and attaches a separate file for each page of the original document, viewable on most Web browsers and graphics programs.</li> <li>• <b>PDF</b>—This creates a single file with multiple pages, viewable on Adobe Reader.</li> <li>• <b>Secure PDF</b>—This creates an encrypted PDF file that protects the file contents from unauthorized access.</li> <li>• <b>XPS</b>—This creates a single XPS file with multiple pages, viewable on an Internet Explorer–hosted viewer and the .NET Framework, or by downloading a third-party standalone viewer.</li> </ul>
<b>Resolution</b>	<p>Adjust the quality of the scanned document. If users will be scanning photographs, drawings with fine lines, or documents with very small text, then increase the resolution setting.</p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>• Higher resolution settings result in larger files.</li> <li>• The maximum scan resolution for color images is 300 dpi, and the maximum for grayscale images is 600 dpi.</li> </ul>
<b>Color</b>	Determine if the document will be scanned in color or in black and white.
<b>Custom Job</b>	Scan documents of mixed paper sizes into a single file.
<b>Edge to Edge</b>	Determine if the document will be scanned edge to edge.
<b>Contrast</b>	Increase or decrease the difference between lights and darks in a scanned image.
<b>Darkness</b>	Adjust how light or dark images will turn out in relation to the original document.
<b>Shadow Detail</b>	Increase or decrease the amount of detail in shadows on a scanned image.
<b>Background Removal</b>	Lighten or darken the background of a scanned image.

Select	To
<b>Scan Preview</b>	Determine if the user should see a scan preview of the first page or not (Off).  If <b>Advanced Scan Preview</b> is enabled, then the user has additional options available from the preview screen, such as automatic and manual crop, rotate pages, contrast, and darkness.

## Custom Prompts

With custom prompts, you can require input from users, or deliver messages to them, through the scanner control panel. To add a custom prompt:

- 1 Under Custom Prompts, select **Enable Custom Prompts**.
- 2 Click **Add**.
- 3 From the drop-down list, select the type of custom prompt you want to add.
- 4 Adjust the settings, and then click **Save**.
- 5 Use the up and down arrows to arrange the prompts in the order you want them to appear to the user.

You can add six types of prompts to each destination. Required fields are in *italics*.

Select	To
<b>String</b>	Require users to enter a text string, such as a user ID. <ul style="list-style-type: none"> <li>• <b>Name</b>—This is the name of the prompt. This will not appear on the scanner display.</li> <li>• <b>Prompt Text</b>—This is the text that will appear on the scanner display.</li> <li>• <b>Default Value</b>—Type a default value for the prompt response. Users can keep this response or create their own.</li> <li>• <b>Minimum Length</b>—This is the minimum number of characters users will be allowed to enter in response to the Prompt Text.</li> <li>• <b>Maximum Length</b>—This is the maximum number of characters users will be allowed to enter in response to the Prompt Text.</li> <li>• <b>Password (Mask Characters)</b>—If this is set to <b>Yes</b>, then asterisks are shown for each character entered.</li> </ul>
<b>Integer</b>	Require users to enter a numeric value, such as a PIN. <ul style="list-style-type: none"> <li>• <b>Name</b>—This is the name of the prompt. This will not appear on the scanner display.</li> <li>• <b>Prompt Text</b>—This is the text that will appear on the scanner display.</li> <li>• <b>Default Value</b>—Enter a default value for the prompt response. Users can keep this response or create their own.</li> <li>• <b>Minimum</b>—This is the minimum value users will be allowed to enter in response to the Prompt Text.</li> <li>• <b>Maximum</b>—This is the maximum value users will be allowed to enter in response to the Prompt Text.</li> <li>• <b>Password (Mask Numbers)</b>—If this is set to <b>Yes</b>, then asterisks are shown for each number entered.</li> </ul>
<b>Message</b>	Deliver a message on the scanner display. This requires no user input. <ul style="list-style-type: none"> <li>• <b>Name</b>—This is the name of the prompt. This will not appear on the scanner display.</li> <li>• <b>Prompt Text</b>—This is the text that will appear on the scanner display.</li> <li>• <b>Justification</b>—This determines how the text will be aligned on the scanner display (Center, Left, or Right).</li> </ul>



Select	To
<b>Multiple Select</b>	<p>Allow users to make multiple selections from a list of options.</p> <ul style="list-style-type: none"> <li>• <b>Name</b>—This is the name of the prompt. This will not appear on the scanner display.</li> <li>• <b>Prompt Text</b>—This is the text that will appear on the scanner display.</li> <li>• <b>Items</b>—This is the list of choices that will be shown to users. Items in this field should be separated by commas.</li> </ul>
<b>Single Select</b>	<p>Require users to make a single selection from a list of options.</p> <ul style="list-style-type: none"> <li>• <b>Name</b>—This is the name of the prompt. This will not appear on the scanner display.</li> <li>• <b>Prompt Text</b>—This is the text that will appear on the scanner display.</li> <li>• <b>Items</b>—This is the list of choices that will be shown to users. Items in this field should be separated by commas.</li> <li>• <b>Default Item Position (Starts at 0)</b>—This determines which item will be the default selection. Type 0 to indicate that the first item in the list is the default. Leave this field blank if you want no default selection.</li> </ul>
<b>Boolean</b>	<p>Require users to choose whether an option is true or false.</p> <ul style="list-style-type: none"> <li>• <b>Name</b>—This is the name of the prompt. This will not appear on the scanner display.</li> <li>• <b>Prompt Text</b>—This is the text that will appear on the scanner display.</li> <li>• <b>Default Value</b>—This determines the default value that will be shown to users on the scanner display. Choose <b>True</b> or <b>False</b>.</li> </ul>

## Bar code

### Notes:

- Bar code templates must be created using Bar Code Discovery. For more information on creating bar code templates, see the documentation that came with the application.
- The application scans for bar codes before performing any other operations, including blank page removal. Remove any blank pages from the document before scanning if bar codes are enabled.
- Make sure that the page containing the bar code is placed on the scanner glass or loaded into the ADF the same way as the bar code was recognized by the Bar Code Discovery.

Select	To
<b>Enable bar codes on first page</b>	Enable the scanner to recognize bar code templates on the first page of a scanned document. Select existing bar code templates from the “Choose a template” list.
<b>Enable bar codes on other pages</b>	Enable the scanner to recognize bar code templates on subsequent pages of a scanned document. Select existing bar code templates from the “Choose a template” list.

## Page Break

Page Break lets you create multiple files based on numeric values specified by the administrator or in a first page bar code template. To break a job to multiple files using bar code, make sure there are more than one matching bar code templates stacked between pages in addition to the one provided as the first page. Thus, the matching bar code template marks the beginning of a new job.

**Note:** This feature does not work with JPEG and multiple-page TIF file formats.

Select	To
<b>Enable Page Break</b>	Enable the scanner to break a job to multiple jobs.
<b>Number of pages between jobs</b>	Allow users to specify the number of page per file. <b>Note:</b> This setting is enabled only when Enable Page Break is selected.
<b>Barcode</b>	Enable the scanner to break a job based on a bar code specified in the first page bar code template. For more information, see “Bar code” on page 9. <b>Notes:</b> <ul style="list-style-type: none"> <li>• Select the <b>Enable bar codes on first page</b> check box in the Bar code section to enable bar code page break.</li> <li>• If you want to include the bar code page template, then select the <b>Include Barcode page</b> check box.</li> <li>• This setting is enabled only when Enable Page Break is selected.</li> </ul>

## File

**Note:** To avoid errors, make sure you select either **Append time stamp** or **Over-write existing file**. If neither of these settings is selected, and a file using the default file name already exists in the destination, then the application will not be able to save the new scan to the destination, and an error may occur.

Use	To
<b>Name</b>	Type a default base name for the scan file. The file extension is generated automatically according to the value of the Format field in the Scan Settings section.
<b>Allow user to enter file name</b>	Allow users to override the default file name.
<b>Append time stamp</b>	Add a time signature to the file name when saving a file.
<b>Over-write existing file</b>	Automatically replace an existing file of the same name.
<b>Enable Custom Filename</b>	Include information collected from custom prompts or bar code templates as part of the scan file name. <ol style="list-style-type: none"> <li>1 Select an option from the Available list.</li> <li>2 Click the right arrow to add the option to the file name.</li> <li>3 Use the up and down arrows to arrange the options in the order you want them to appear.</li> </ol>

## Other Options

Select	To
<b>Enable basic XML index file</b>	Generate a basic XML index file in the destination folder. The index lists details about the scan job, such as the user (if authentication is turned on) and the scan settings (except for custom scan jobs, which have no uniform scan settings). The administrator can use this file to write files, or use an external application to move or handle files.
<b>Allow user to navigate through folders</b>	Let users browse through subfolders within the destination folder and select where to save their scan job.

Select	To
<b>Allow user to create folder</b>	Let users create a subfolder within the destination folder and save their scan job.
<b>Start in username folder (create if it doesn't exist)</b>	Save each user's scanned documents in a subfolder named for their user name within the destination folder.

## Scan Confirmation Page

Select	To
<b>Include Thumbnail</b>	Include a thumbnail of only the first page, all pages, or none at all (Off) with the scan confirmation page.
<b>Print Confirmation Page</b>	Determine if a confirmation page will be printed after a scan job. Select <b>Allow User to Choose</b> to let the user choose whether to print a confirmation page or not.
<b>Email Confirmation</b>	E-mail a confirmation page. To include the status of the associated scan in the subject line of the e-mail message, select <b>Append scan status to Subject line</b> .  <b>Note:</b> When Email Confirmation is used, the scanner must be configured to use an e-mail server. For more information, see the documentation that came with your scanner.

## Configuring LDAP

If your network uses LDAP, then the scanner may be required to connect to the LDAP authentication server to retrieve network share or FTP path information for network destinations.

### Notes:

- If your scanner has been configured to use LDAP authentication for user access, then some or all of the needed settings may have been configured previously.
- Modifying or deleting an existing LDAP profile can affect user access to the scanner or to individual scanner functions.

### Address Book Setup

- 1 From the Embedded Web Server, click **Settings > Security > Security Setup**.
- 2 In the Advanced Security Setup section, click **LDAP > Address Book Setup**.
- 3 Configure or verify the following settings:
  - **Server Address**—This is the IP address or host name of the LDAP server where authentication will be performed.
  - **Server Port**—This is the port number the Embedded Web Server will use to communicate with the LDAP server. The default port is 389.
  - **Use SSL/TLS**—Make sure you select **None** for this setting.
  - **LDAP Certificate Verification**—Make sure you Select **Allow** for this setting.
  - **Use GSSAPI**—Make sure the check box is cleared.
  - **Mail Attribute**—This is the mail attribute of the LDAP server.
  - **Search Base**—This is the search base used on the LDAP server.

- **Search Timeout**—This can be from 5 to 300 seconds.
- **Use user credentials**—Make sure the check box is cleared.

4 Click **Submit** to save changes or **Reset Form** to clear all fields.

## Device Credentials

1 From the Embedded Web Server, click **Settings > Security > Security Setup**.

2 In the Advanced Security Setup section, click **LDAP > Address Book Setup > Device Credentials**.

3 Configure or verify the following settings:

- **Anonymous LDAP Bind**—Make sure this check box is cleared.
- **Distinguished Name**—This is the distinguished name of the print server or servers.
- **MFP's Password**—This is the password for the print servers.

4 Click **Submit** to save changes or **Reset Form** to clear all fields.

## Specifying the Domain Search Order

Your scanner will use the Domain Search Order list to locate devices and resources residing in different domains on your network.

1 From the Embedded Web Server, click **Settings > Network/Ports > TCP/IP**.

2 In the Domain Search Order box, type the names of all domains found on your network.

3 Click **Submit**.

# Using Scan to Network

## Scanning documents

- 1 Load the document into the scanner.

**Note:** Documents may be loaded into the automatic document feeder (ADF) or on the scanner glass. For information on the different methods of loading documents, see the *User's Guide* that came with the scanner.

- 2 From the scanner home screen, touch the application icon.
- 3 If prompted, enter your authentication credentials.
- 4 Select the destination where you want to receive the scanned document. If prompted, enter the credentials required to access the destination. Contact your system support person for login information.
- 5 Some additional job options may be available depending on how the application has been configured. Follow the instructions on the screen to update the options. Contact your system support person for more information on each option.
- 6 Touch **Scan It** or **Send It**. Depending on how the application has been configured, you may have the option to preview and make adjustments to scanned pages.
- 7 To scan additional documents, load the next document, and then do one of the following from the confirmation screen:
  - Touch **Yes, to same destination** to scan the document to the previous destination.
  - Touch **Yes, to a different destination** to scan the document to a different destination.
  - Touch **No** to finish the scan job and return to the scanner home screen.

# Troubleshooting

## Scan to Network troubleshooting

### The application icon is missing from the home screen

For the application to work, at least one valid destination must be enabled. If no valid destinations are available, then the application icon will disappear from the home screen.

To display the application icon when no destinations are available:

- 1 From the application configuration settings, under Home Screen Button, select **Always show button** under Display Option.
- 2 Click **Apply**.

### An application error has occurred

Try one or more of the following:

#### CHECK THE SYSTEM LOG

- 1 Obtain the scanner IP address:
  - From the scanner home screen
  - From the TCP/IP section in the Network/Ports menu
  - By printing a network setup page or menu settings page, and then finding the TCP/IP section

**Note:** An IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

- 2 Open a Web browser, and then type the scanner IP address in the address field.  
The Embedded Web Server appears.
- 3 From the navigation menu on the left, click **Settings > Apps > Apps Management**.
- 4 Click the **System** tab > **Log**.
- 5 From the Filter menu, select an application status.
- 6 From the application menu, select an application, and then click **Submit**.

#### ADJUST THE SCAN SETTINGS

In the application configuration settings, select a lower scan resolution. You can select **Off** or a lower resolution from the Scan Color menu.

#### CONTACT YOUR SOLUTIONS PROVIDER

If you still cannot isolate the problem, then contact your solutions provider for additional help.

## A network destination stopped working or is invalid

Try one or more of the following:

### MAKE SURE DESTINATION IS SHARED AND HAS A VALID NETWORK ADDRESS

Check that the folder or source file is set to be shared across the network.

If the destination has been moved, then the network address may have changed. The destination network address can be accessed from the Embedded Web Server.

### MAKE SURE THE SCANNER IS CONNECTED TO THE NETWORK

Make sure that all appropriate network cables are securely connected and that the network settings of the scanner are correctly configured. For information on networking the scanner, see the *Networking Guide* on the *Software and Documentation* CD that came with the scanner.

### MAKE SURE THE USER NAME AND PASSWORD IS CORRECT

Make sure you typed the correct user name and password needed to connect to the destination folder.

### IF THE SOURCE FILE AND SCANNER RESIDE IN DIFFERENT DOMAINS, THEN MAKE SURE THE DOMAIN INFORMATION IS SPECIFIED

If the source file exists within a different domain than the scanner, then you can edit the destination from the application configuration page and enter the appropriate domain information in the Network Address and Network Domain fields. If you do not know the network address of the computer where your source file resides, then consult your system support person.

You can also add the domain name to the Domain Search Order list under the scanner network setup.

### CHECK THE SYSTEM LOG FOR RELEVANT DETAILS

- 1 Obtain the scanner IP address:
  - From the scanner home screen
  - From the TCP/IP section in the Network/Ports menu
  - By printing a network setup page or menu settings page, and then finding the TCP/IP section

**Note:** An IP address appears as four sets of numbers separated by periods, such as 123 . 123 . 123 . 123 .

- 2 Open a Web browser, and then type the scanner IP address in the address field.  
The Embedded Web Server page appears.
- 3 From the navigation menu on the left, click **Settings > Apps > Apps Management**.
- 4 Click the **System** tab > **Log**.
- 5 From the Filter menu, select an application status.
- 6 From the Application menu, select an application, and then click **Submit**.

## Scanner cannot scan to the selected destination

### **MAKE SURE THE DESTINATION IS VALID**

Verify that the destination is valid in the application configuration settings.

If the destination has been moved, then the network address may have changed. The destination network address can be accessed from the Embedded Web Server.

### **IF THE SCANNER AND DESTINATION RESIDE IN DIFFERENT DOMAINS, THEN MAKE SURE THE DOMAIN INFORMATION IS SPECIFIED**

If the destination exists within a different Windows domain than the scanner, then you can edit the destination from the application configuration page and enter the appropriate Windows domain information in the domain field as part of the Network Folder Address. You can also add the domain name to the Domain Search Order list under the scanner network setup.

### **MAKE SURE THE FIREWALL SOFTWARE IS ALLOWING COMMUNICATION**

If the destination resides on a computer that uses a newer version of the Windows operating system (Windows XP or later), and the Windows Firewall is enabled, then the scanner may have difficulty sending information to the destination if the destination and the scanner reside on different subnets. The Windows Firewall must either be configured to allow communication with the subnet the scanner resides on, or the destination should be set up on the same subnet as the scanner. For more information, contact your system support person.

### **MAKE SURE A FILE WITH THE DEFAULT FILE NAME DOES NOT ALREADY EXIST IN THE DESTINATION**

If the three configuration settings for the File Name section of the application configuration page are not selected (allow user to enter file name; append time stamp; overwrite existing file), and a file using the default file name already exists within the destination, then there will be no method in place to distinguish the newly scanned file from the file present in the destination. The scanner will not be able to overwrite the old file, the new file will not receive a time stamp to differentiate it from the old file, and the user will not be able to give the new file a different name. In this case, the old file must either be removed from the destination, or one of the previously mentioned settings must be turned on.

### **MAKE SURE THE NETWORK IS FUNCTIONING AND THE SCANNER CAN COMMUNICATE**

Verify all network connections and that the network settings of the scanner are configured appropriately. For information on networking the scanner, see the *Networking Guide* on the *Software and Documentation CD* that came with the scanner.

### **FOR NETWORKS USING LDAP AUTHENTICATION, MAKE SURE LDAP SETTINGS HAVE BEEN CONFIGURED CORRECTLY**

Verify that LDAP settings are configured appropriately in your scanner setup, and in the setup dialog. For more information on LDAP settings, contact your system support person.

### **MAKE SURE YOU HAVE PERMISSION TO SAVE SCANS TO THIS DESTINATION**

On the application Edit Destination screen, clear the contents of the Path Suffix field; or on the destination server, change the user home folder to match the contents of the Path Suffix field.



## **An error occurs when opening a secure PDF file**

### **MAKE SURE THE PDF VERSION FOR THE DEVICE IS NOT SET TO A-1A**

- 1** From the Embedded Web Server, click **Settings > E-mail/FTP Settings > E-mail Settings**.
- 2** Under E-mail Settings, select a PDF version other than **A-1a**.

## Appendix

### Configuring applications using the Embedded Web Server

The application can be manually configured using the Embedded Web Server of a device. However, the setup procedure has to be completed for each device running the application. Setting up the application using the Embedded Web Server is recommended for networks where a relatively small number of devices will be used.

#### Accessing application configuration settings using the Embedded Web Server

- 1 Obtain the scanner IP address:
  - From the scanner home screen
  - From the TCP/IP section in the Network/Ports menu
  - By printing a network setup page or menu settings page, and then finding the TCP/IP section

**Note:** An IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

- 2 Open a Web browser, and then type the scanner IP address in the address field.  
The Embedded Web Server appears.
- 3 From the navigation menu on the left, click **Settings > Apps > Apps Management**.
- 4 From the list of installed applications, click the application you want to configure, and then click **Configure**.

#### Customizing the display icon

- 1 Access the application configuration settings from the Embedded Web Server.
- 2 From the Configure page, add or edit a profile, and then change the settings if necessary:
  - **Button Text** or **Text**—Type up to 20 characters that will appear above the profile button on the scanner home screen. This field is optional.
  - **Button Icon** or **Icon**—Browse to a new image file that represents the profile on the scanner home screen. This field is optional.
  - **Button Icon when pressed** or **Icon when pressed**—Browse to a new image file that will appear while the profile icon is being pressed. This field is optional.
- 3 Save or discard your changes.

## Exporting and importing configuration files

**Note:** When you export a configuration file for this application, any bar code templates created with Bar Code Discovery will be included in the file. This applies to bar code templates associated with a destination.

### Exporting and importing a configuration using the Embedded Web Server

You can export configuration settings into a text file, and then import it to apply the settings to other devices.

- 1 From the Embedded Web Server, click **Settings > Apps > Apps Management**.
- 2 From the list of installed applications, click the name of the application you want to configure.
- 3 Click **Configure**, and then do one of the following:
  - To export a configuration to a file, click **Export**, and then follow the instructions on the computer screen to save the configuration file.

**Notes:**

- If a **JVM Out of Memory** error occurs, then repeat the export process until the configuration file is saved.
- When you export a configuration file, the password specified in the Authentication Options section will be excluded.
- To import a configuration from a file, click **Import**, and then browse to the saved configuration file that was exported from a previously configured device.

**Notes:**

- Before importing the configuration file, you can choose to preview it first.
- When you import a configuration file with a static user name and password authentication, you must first reconfigure the password to be able to use the authentication credentials for the destination. For more information, see [authentication-options-topic](#).
- If a timeout occurs and a blank screen appears, then refresh the Web browser, and then click **Apply**.

## Checking which version of the Embedded Solutions Framework is installed on a scanner

- 1 Obtain the scanner IP address:
  - From the scanner home screen
  - From the TCP/IP section in the Network/Ports menu
  - By printing a network setup page or menu settings page, and then finding the TCP/IP section

**Note:** An IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

- 2 Open a Web browser, and then type the scanner IP address in the address field.
- 3 From the Embedded Web Server, click **Reports > Device Settings**.
- 4 Scroll down until you see “Embedded Solutions” (usually found near the bottom).
- 5 In the Embedded Solutions section, note the value next to “Framework =”. This signifies the installed version.

## Changing the PDF version

**Note:** In compliance with ISO standards, PDF/A is incompatible with the Secure PDF setting for the application. If you enable PDF/A, select **PDF** in the application settings.

- 1 From the Embedded Web Server, click **Settings** or **Configuration**.
- 2 Click **E-mail/FTP Settings** > **E-mail Settings**.
- 3 Under E-mail Settings, select the PDF version.

## Supported bar codes

- Code 11
- Code 128
- Code 32
- Code 39
- Code 93
- Data Matrix
- EAN-13
- EAN-8
- Interleaved 2 of 5
- ITF-14
- Patch Code
- PDF 417
- Planet
- PostNet
- QR
- RM4SCC
- RSS-14
- RSS Limited
- Telepen
- UPC A
- UPC E

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