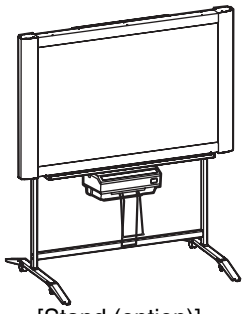
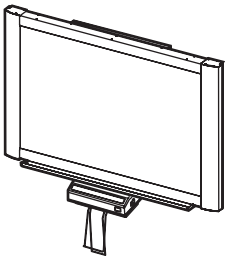


[Stand (option)]



[Wall-mounting (option)]

Stand and Wall-mounting kit are optional.

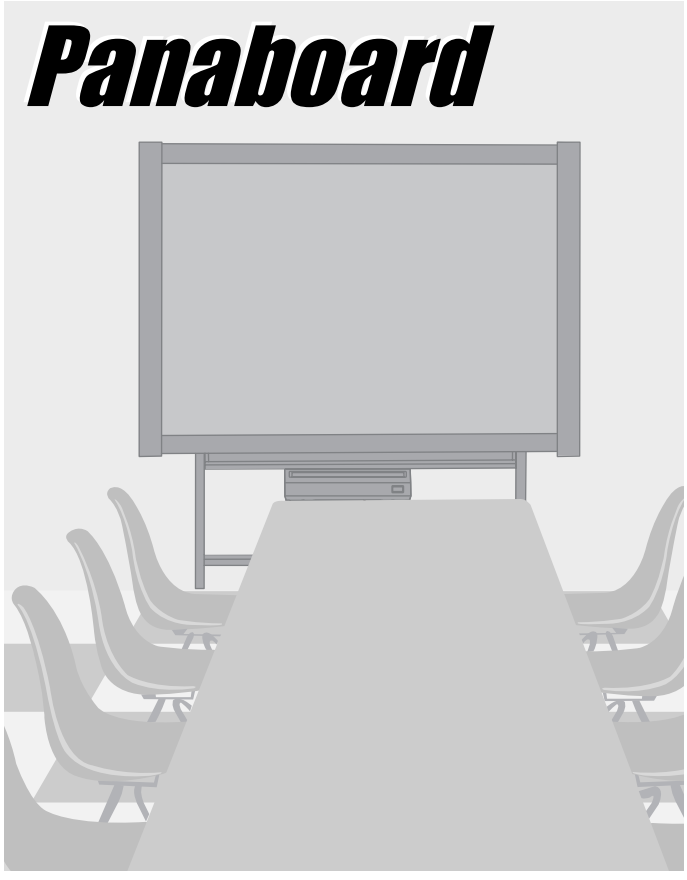
Panasonic®

Electronic Board

Operating Instructions

With Installation Manual (for qualified service personnel)

Model No. **UB-7320**



English 1–42
中 文 43–83

- To assemble this unit, please refer to the Installation Manual.
- Before operating this unit, please read these instructions completely and keep them carefully for future reference.

Thank you for purchasing the Panasonic Electronic Board.
For optimum performance and safety, please read these instructions carefully.

Record these items for future reference

Model number: _____ Date of purchase: _____

Serial number: _____ Dealer's name: _____

Dealer's address: _____ Tel: _____

Accessories

	Q'ty		Q'ty
• Markers (red, black, and blue)	1 each	• A4 (Letter*) size copy paper roll (10 m)	1
• Operating Instructions	1	• Software CD-ROM	1
• Eraser	1		
• Power cord	1		

* Letter size is for U.S.A. and Canada models.

- The stand and wall-mounting kit are optional. By way of example, this manual describes an Electronic Board which is used with the stand.
- USB cable is not included.

- Microsoft, Windows and Windows Vista are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.
- IBM and AT are trademarks of International Business Machines Corporation in the United States, other countries, or both.
- Pentium is a trademark or registered trademark of Intel Corporation or its subsidiaries in the United States and other countries.
- Adobe, Acrobat, Acrobat Reader and Reader are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries.
- SANFORD and EXPO are registered ® U.S. trademarks of SANFORD or its Affiliates.
- All trademarks referred to in this manual are property of their respective companies.

- This software is based in part of the work of the IndependentJPEG Group.
- This software is based on the "libtiff" which has the following copyrights:
  Copyright (C) 1988-1997 Sam Leffler
  Copyright (C) 1991-1997 Silicon Graphics, Inc.

The information given in this Operating Instructions is subject to change without notice.

Warning about saving data

When the system storage device or any of its optional storage device is adversely effected by operational errors, static electricity, electrical noise, vibration, dust or when the power has been cut off due to malfunction, repair or inadvertently, the memory contents may be lost or changed. Before operating the system, make a point of reading the precautionary notes in the Operating Instructions and the help information, and observe them during operation.

Please observe carefully the following precaution:

- Make absolutely sure that all important data is saved by back-up or the original is saved.

The manufacturer hereby declares that it cannot be held accountable for any loss or change in any data stored on floppy disks, hard disks, optical disks, or other memory devices.

Table of Contents

Page

Before You Start

For Your Safety 4

Precautions 5
- CD-ROM 6

Part Names and Functions 8
- Control panel 9

Using

Loading Copy Paper 10

Making Copies 11
- Copy types and procedures 11

Using the Projector Screen 12

Paper Jams 13

Computer Interfacing 14
- System requirements 14
- Contents of CD-ROM 14
- Installing Drivers / Board Image Capture 15
- Installing Quick Image Navigator / Panasonic-DMS 16
- Removing Drivers / Board Image Capture / Quick Image Navigator 16
- Removing Panasonic-DMS 17
- Scanning with the Board Image Capture 17
- Scanning with the Quick Image Navigator / Panasonic-DMS 18
- Panaboard Operation Panel 19
- Printing 20

Help

Daily Care and Maintenance 21
- Cleaning the screen and the unit 21
- Caring for the eraser 21
- Cleaning the printer head and paper feed roller 22

Troubleshooting 23
- Meanings of error codes 24

Specifications 25
- Option and Separately available 25

For Your Safety

English

CAUTION:
TO PREVENT RISK OF ELECTRIC SHOCK HAZARD, DO NOT REMOVE THE COVER OF THIS PRODUCT, REFER SERVICING TO QUALIFIED SERVICE PERSONNEL.

WARNING:
TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE.

THE SOCKET-OUTLET MUST BE NEAR THIS EQUIPMENT AND MUST BE EASILY ACCESSIBLE.

The product should be used only with the power cord that is supplied by the manufacturer.

Stop operation immediately if your product emits smoke, excessive heat, abnormal smell or unusual noise. These conditions can cause fire or electric shock. Immediately turn the product off and unplug the power cord, and contact your dealer for service.

- (220–240 V equipment)
  A certified power supply cord has to be used with this equipment. The relevant national installation and/or equipment regulations shall be considered. A certified power supply cord is not lighter than ordinary polyvinyl chloride flexible cord according to IEC 60227 (designation H05VV-F 3G 1.0 mm^2).

CLASS 1 LED PRODUCT

Für Benutzer in der BRD

Hinweis:

Maschinenlärminformations-Verordnung - 3. GPSGV, der höchste Schalldruckpegel beträgt ≤ 70 dB (A) oder weniger gemäss EN ISO 7779.

Das Gerät ist nicht für die Benutzung am Bildschirmarbeitsplatz gemäß BildscharbV vorgesehen.

For users in the United Kingdom only

Safety Information

This appliance is supplied with a moulded three pin mains plug for your safety and convenience.
A 5 amp. fuse is fitted in this plug. Should the fuse need to be replaced please ensure that the replacement fuse has a rating of 5 amps. and that it is approved by ASTA or BSI to BS1362. Check for the ASTA mark ◈ or the BSI mark ♡ on the body of the fuse. If the plug contains a removable fuse cover you must ensure that it is refitted when the fuse is replaced. If you lose the fuse cover the plug must not be used until a replacement cover is obtained. A replacement fuse cover can be purchased from your local Panasonic Dealer.

If the fitted moulded plug is unsuitable for the socket outlet in your home then the fuse should be removed and the plug cut off and disposed of safely.
There is a danger of severe electrical shock if the cut off plug is inserted into any 13 amp. socket.
If a new plug is to be fitted please observe the wiring code as shown below. If in any doubt please consult a qualified electrician.
WARNING: This appliance must be earthed.
IMPORTANT: The wires in this mains lead are coloured in accordance with the following code.

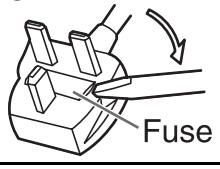
Green-and-Yellow:	Earth
Blue:	Neutral
Brown:	Live

As the colours of the wire in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows.

The wire which is coloured Green-and-Yellow must be connected to the terminal in the plug which is marked with the letter E or by the Earth symbol ⏚ or coloured Green or Green-and-Yellow.
The wire which is coloured Blue must be connected to the terminal in the plug which is marked with the letter N or coloured Black.
The wire which is coloured Brown must be connected to the terminal in the plug which is marked with the letter L or coloured Red.

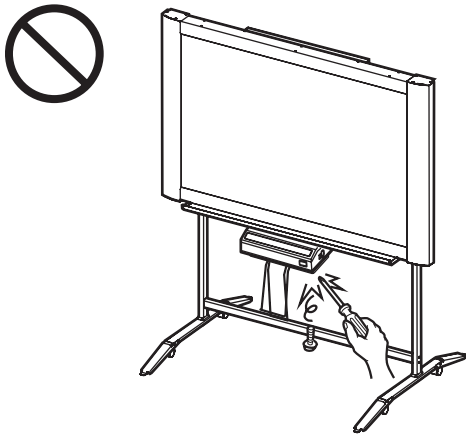
How to replace the fuse:

Open the fuse compartment with a screwdriver and replace the fuse.

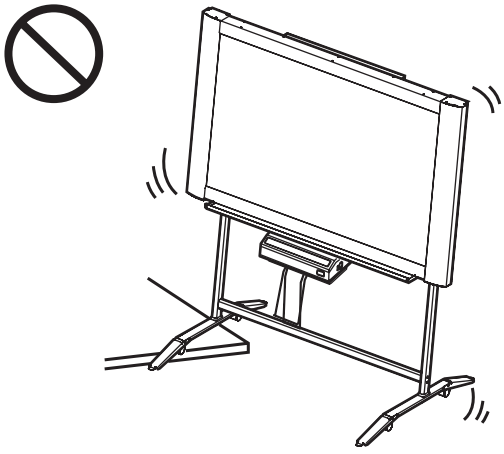


Precautions

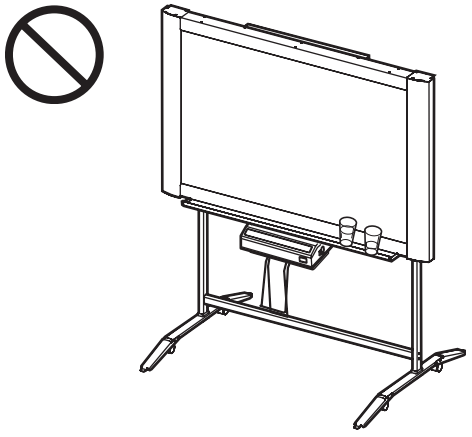
Never remove the cover, take apart or modify the product. This will void the warranty.



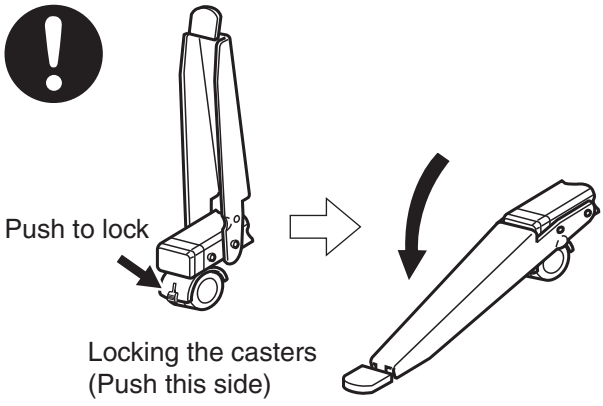
Do not position the electronic board in a location where it is unstable.



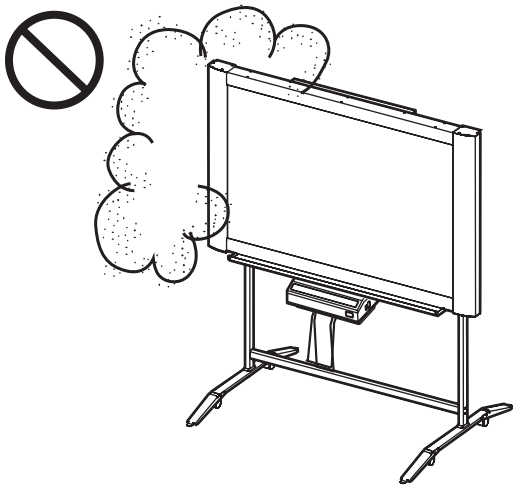
Do not put drinks, other liquids or heavy items on the tray or screen.



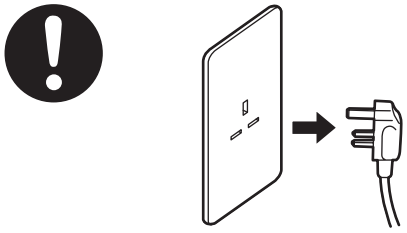
After installing or moving the electronic board, lock the casters and set the fall-prevention extension legs.



Do not use the electronic board in an excessively humid or dusty location.

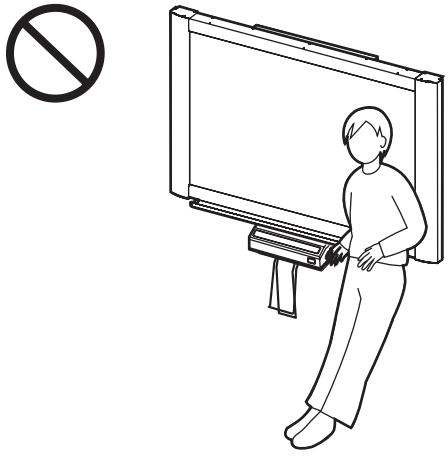


If the electronic board is not going to be used for an extended period of time (e.g., during extended holidays), turn off the power and remove the plug from the wall outlet.



Precautions

Do not lean against the screen or on the cover (lower), even if the electronic board is mounted on the wall.



Have the unit installed, removed and disposed of only by qualified service personnel.

CHOKING HAZARD
Keep the marker's cap out of reach of children to prevent swallowing.

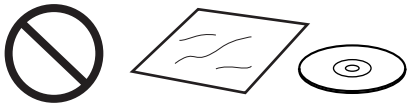
When the unit will no longer be used, in order to prevent it from falling, do not leave the unit installed, but remove it. If the unit falls, it can cause injury.

■ CD-ROM

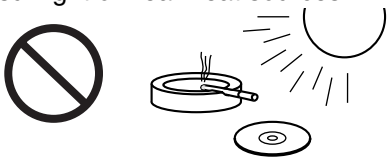
To prevent the CD-ROMs from accidental damages:

Do not touch or write on the surface of the disc.

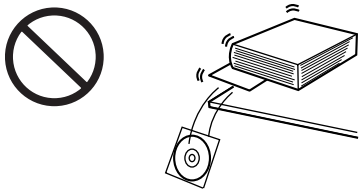
Do not leave the disc out of the protective case.



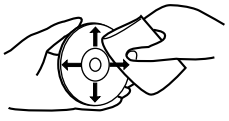
Do not leave the disc in direct sunlight or near heat sources.

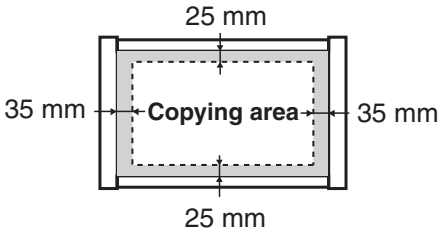


Do not place heavy objects on the disc case or drop the case.

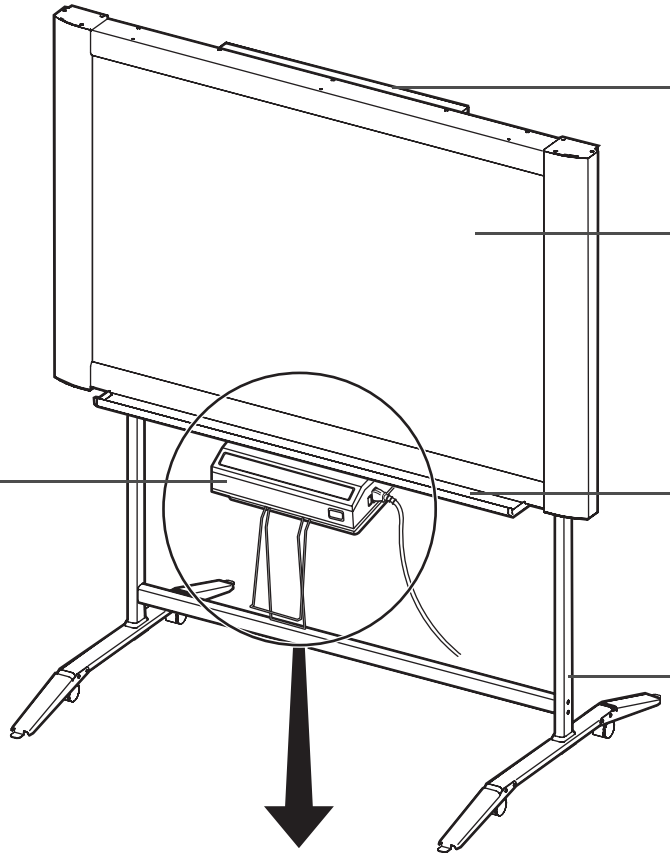


To clean the disc, hold the disc by its edges and wipe it from the center to the edges with a dry, soft cloth.



Installation	• Do not install the unit where it may be exposed to direct sunlight, near heating equipment, or near air-conditioning vents as this may cause stretching and/or discoloration of the screen. • Do not install the unit in strong sunlight or strong lighting. Proper copying may become impossible. • Do not install the unit in locations where the temperature may change suddenly as this may disable the unit's ability to make copies.
Screen Film	• Make thick and dark lines inside the copying area. Note that any writing inside the shaded area (on right) cannot be copied. • Do not allow writing to remain on the screen for an extended period of time as it will become harder to erase.  • Do not touch the screen, write with markers, or erase while the screen is moving as this may result in damage to the unit. • Do not erase with an overly dirty eraser (see page 21). • Use a commercially available white board cleaner for hard-to-erase stains. (SANFORD® EXPO® white board cleaner etc.) • Do not attach chart paper to the screen film for copying as this may result in damage to the unit.
Markers, Erasers and Copy Paper	• Use only the included or designated markers, erasers and copy paper. (See page 25.) **Use of accessories other than those included or designated (such as oil-based markers) may damage the screen or result in hard-to-erase markings.** • Store markers horizontally as vertical storage may stop the ink from coming out. • Store a copy paper roll in a cool, dark, moisture free location. • Do not store printed copies exposed to direct sunlight or high humidity, or inside vinyl chloride (plastic) files. • For long-term storage, make another copy with an ordinary paper copier machine.
Power Cord	• The included power cord is for use with this unit only. Do not use it with other devices. • When moving the unit, disconnect the power cord from the electrical power socket and from the printer's power connector and coil it for transportation as stepping on the power cord or having it catch on something during movement may result in damage to the cord.
USB Cable	• Use a shielded USB cable that is certified as logo by USB-IF. • If you connect the electronic board to a USB hub, it is not guaranteed to work. • Do not connect two or more Panasonic electronic boards to a computer. It may cause the computer operation to become unstable.
Projector	• Light from the projector may enter the eye when using a projector to project images for the purpose of making presentations and so on. Be very careful as direct projector light may hurt the eyes.

Part Names and Functions



Scanner

Screen
One screen (with no ruled lines) of four screens can also be used for a projector (see page 12).

Printer

Tray

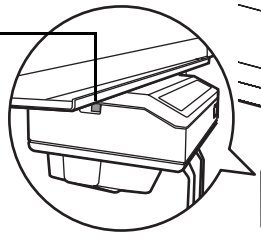
Stand
The stand is optional.

Output Port

Control Panel
(See page 9 for details.)

Power Switch

USB Connector
(See page 14.)



AC Inlet

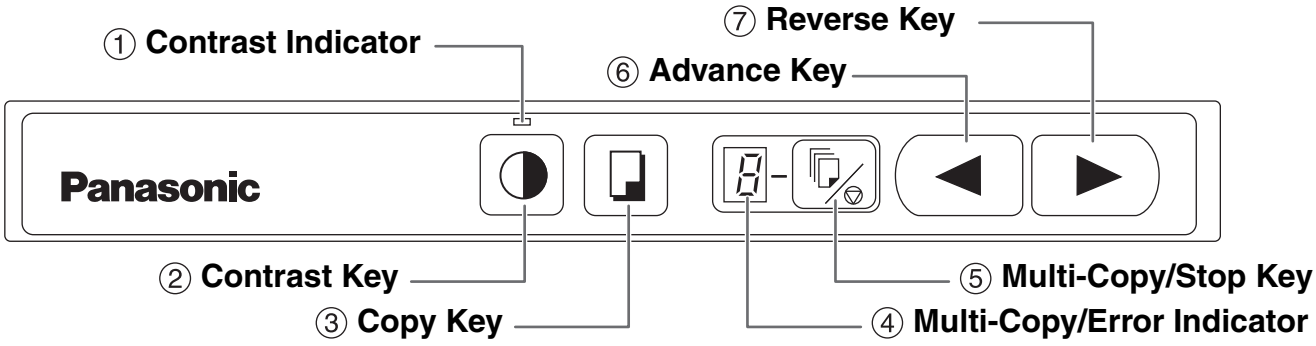
Printer Door
Open this door to load copy paper or to remove jammed paper.
(See pages 10, 13.)

Power Cord

Door Open Button
Push this button to open the printer door.

Copied Paper Holder
This holder holds up to 5 sheets of output paper.

■ Control panel

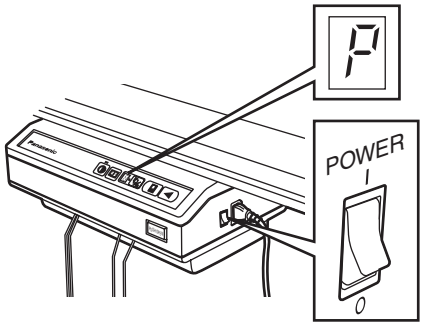


Panel	Name	Description
▭	① **Contrast Indicator**	This lamp indicator displays the printing contrast used during copying. Indicator off: Normal printing contrast Indicator on: Darker than normal printing contrast
◑	② **Contrast Key**	Each time this key is pressed, the unit will alternate between normal and dark contrast modes (Normal/Dark).
	③ **Copy Key**	This key causes the screen to be copied.
8	④ **Multi-Copy/ Error Indicator**	This indicator displays the number of copies to be made. The display changes each time the Multi-Copy/Stop Key is pressed. Example: 1 → 2 → ··· → 9 → 11 →1 → ··· (Selecting "11" allows you to copy 4 screens continuously.) When an error occurred, a flashing symbol will appear in this display to indicate the error status. (See page 24.)
	⑤ **Multi-Copy/ Stop Key**	When making multiple copies or copying 4 screens continuously, press this key until the desired number of copies or "11" is displayed on the Multi-Copy/Error Indicator. This key can also be pressed to stop copying while executing multiple copies or copying 4 screens continuously. • The display changes as shown below each time the screen is copied. After reaching 0, the display will reset to 1. Example for multiple copies: 5 → 4 → 3 → 2 → 1 → 0 → 1 (Number is counted down.) Example for copying 4 screens continuously: 11 → 11 → 11 → 11 → 0 → 1 (Display changes.)
◀	⑥ **Advance Key**	Pressing this key advances the screen from right to left. Pressing this key twice advances two screens from right to left. Pressing this key more than 2 seconds advances the screen to the projector screen with no ruled lines.
▶	⑦ **Reverse Key**	Pressing this key advances the screen from left to right. Pressing this key twice advances two screens from left to right. Pressing this key more than 2 seconds advances the screen to the projector screen with no ruled lines.

Loading Copy Paper

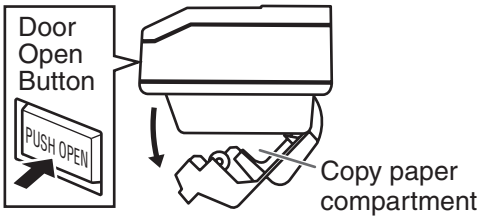
1 Set the power switch to on (**I**).

- "P" will flash on the Multi-Copy/Error Indicator when copy paper has run out.
- The screen will move to home position and stop.

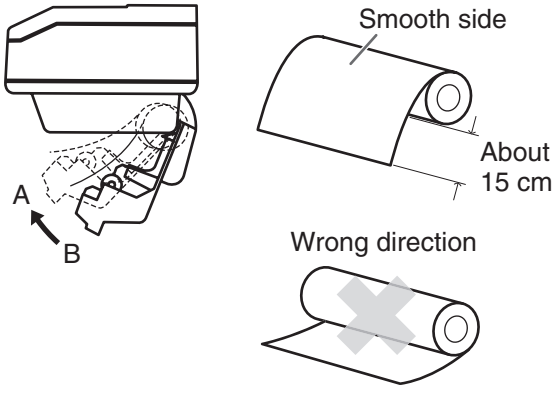


2 Push the door open button and open the printer door.

- If there is any copy paper remaining in the copy paper compartment, remove it.



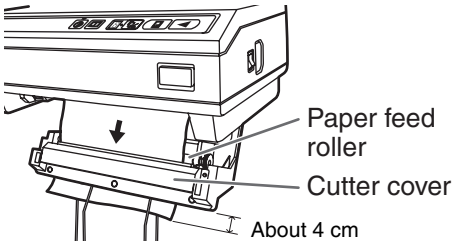
3 Open the printer door to **position B** and load the copy paper roll with **smooth side facing up**, then move the printer door to **position A** to prevent paper roll from falling.
(Loosen about 15 cm as shown and load it.)



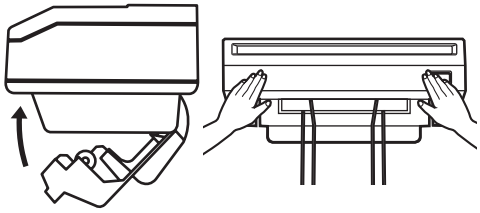
Note

- **Use copy paper roll with a core diameter of 25.4 mm (1 inch) or more**. Using a copy paper roll with a smaller core could cause paper jams.

4 Pass the paper over the paper feed roller and under the cutter cover, then through the output port about 4 cm.



5 Close the printer door securely, using two hands.



Note

- Once the door is closed, paper will feed and automatically cut. Remove and discard the small piece of paper.

Load a new roll when:

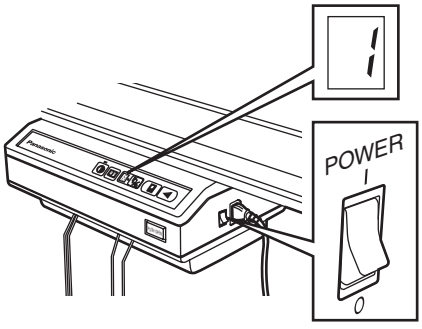
- Red bands become visible at the edge of the copy paper.
- The Multi-Copy/Error Indicator flashes "P" even if the printer door is closed properly.

Making Copies

This section describes how to copy text and illustrations drawn on the screen.

1 Set the power switch to on (**I**).

- " ⁄ " will light on the Multi-Copy/Error Indicator to indicate that the unit is ready to copy.
- The screen will move to home position and stop.

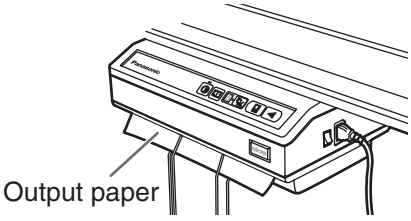


Note

- When the Multi-Copy/Error Indicator flashes " ⁄P ", refer to **"Loading Copy Paper" on page 10**.

2 Press the Copy Key [ ].

- Text and illustrations on the screen will be copied and copies emerge from the output port.
- The copied paper holder can hold up to 5 copies.
  (Note that exceeding the copied paper holder's capacity may result in paper jams.)
- For details on making multiple copies and so on, see "**Copy types and procedures"** on this page.



Note

- While copying, do not touch the paper, otherwise the paper may jam.
- Text or images in shades of yellow will not copy.

■ Copy types and procedures

[A] Copying the front of the screen

1) Press [ ] *1.

[B] Copying the back of the screen

1) Press [◄] or [►] to move the screen to be copied to the front.
2) Press [ ] *1.

[C] Copying 4 screens continuously

1) Select " ⁄⁄ " by pressing [ ].
2) Press [ ] .

- Press [ ] to stop copying in mid-operation.

[D] Making multiple copies (up to 9)

1) Select the number of copies (1 to 9) by pressing [ ] as necessary.
2) Press [ ] *1.

- Press [ ] to stop copying in mid-operation.

*1 When copying is finished, the next screen is displayed.

Using the Projector Screen

One of four screens of this electronic board can also be used as the projector screen. The screen has no ruled lines so the projected image is easy to see.

1 Press ◄ or ► more than 2 seconds to move the screen to the projector screen.

- "0" is displayed on the Multi-Copy/Error Indicator while the screen advances to the projector screen.

or

Press ◄ or ► to move the screen to the screen with no ruled lines.

2 Project an image on the screen.

Caution

- Light from the projector may enter the eye when using a projector to project images for the purpose of making presentations and so on. Be very careful as direct projector light may hurt the eyes.

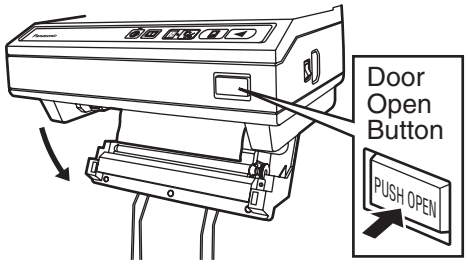
Note

- Letters can be written on the projector screen by the marker provided. However, they may be hard to erase stains. To erase them, use a commercially available white board cleaner (SANFORD® EXPO® white board cleaner etc.).

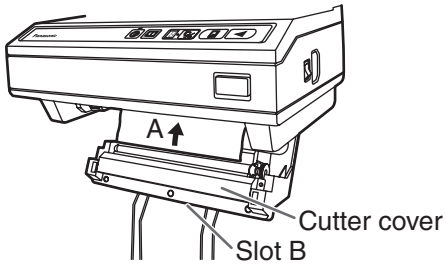
Paper Jams

To release jammed paper:

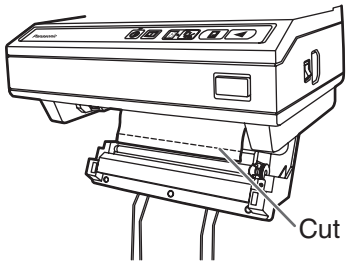
1 Push the door open button and open the printer door.



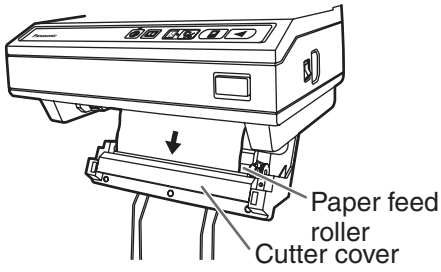
2 Remove the jammed paper by pulling the paper roll to the direction A. If the jammed paper is still in the cutter cover, remove it using tweezers from slot B.



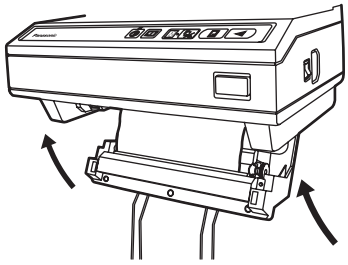
3 Cut the paper straight as shown in the figure.



4 Pass the paper over the paper feed roller and under the cutter cover, then through the output port about 4 cm. (Refer to step 4 on page 10.) In case paper cannot go through, just put the paper on the paper feed roller and insert the top of the paper in the cutter cover as shown in the figure.



5 Close the printer door securely, using two hands.



Note

- Use copy paper roll with a core diameter of 25.4 mm (1 inch) or more. Using a copy paper roll with a smaller core could cause paper jams.
- Once the door is closed, paper will feed and automatically cut. Remove and discard the small piece of paper.

Computer Interfacing

Drivers and software must be installed in your computer to use Board Image Capture, Quick Image Navigator, Panasonic-DMS, printer and TWAIN driver.

■System requirements

Computer	IBM® PC/AT® or compatible machine with a CD-ROM drive
CPU	Pentium® II or higher processor
Interface	USB 2.0 or USB 1.1*1
OS	Windows® 98*2 / Windows Me*3 / Windows 2000*4 / Windows XP*5 / Windows Vista®*6 (64-bit editions are not supported.)
Memory	128 MB or more (Windows 98 / Windows Me) 256 MB or more (Windows 2000 / Windows XP / Windows Vista)
HD	At least 200 MB free space (except saving space for data files)

*1 This electronic board does not function with Hi-Speed USB 2.0. Even if using a computer equipped with Hi-Speed USB 2.0, this electronic board functions with Full Speed USB 2.0.
*2 Microsoft® Windows® 98 operating system (hereafter Windows 98)
*3 Microsoft® Windows® Millennium Edition operating system (hereafter Windows Me)
*4 Microsoft® Windows® 2000 operating system (hereafter Windows 2000)
*5 Microsoft® Windows® XP operating system (hereafter Windows XP)
*6 Microsoft® Windows Vista® operating system (hereafter Windows Vista)

- The system requirements above do not meet the recommended specifications of all operating systems and of the included software.

■Contents of CD-ROM

The provided CD-ROM includes the following items.

- USB driver
- Printer driver
- TWAIN driver
- Board Image Capture
  Allows you to scan hand-written text and diagrams on the Panaboard and save the scanned image as a PDF file.
- Electronic board operating instructions

Note

- The “menu” window contains links to “Quick Image Navigator”, “Panasonic-DMS” and “Adobe® Reader®”.

Notes when connecting the electronic board to a computer

- First install the USB, printer and TWAIN driver to your computer, then connect the electronic board to the computer (refer to **“Installing Drivers / Board Image Capture” on page 15**).
- If you connect the electronic board to a USB hub, it is not guaranteed to work.
- Do not connect two or more Panasonic electronic boards to a computer. It may cause the computer operation to become unstable.
- Use a shielded USB cable that is certified as logo by USB-IF.

■ Installing Drivers / Board Image Capture

The USB, printer, TWAIN driver and Board Image Capture are installed in your computer by following procedures.

Note

- Do not yet connect a USB cable to the electronic board.

1 Power on your computer and start Windows*1.

- Log on as an administrator for Windows 2000, Windows XP or Windows Vista.

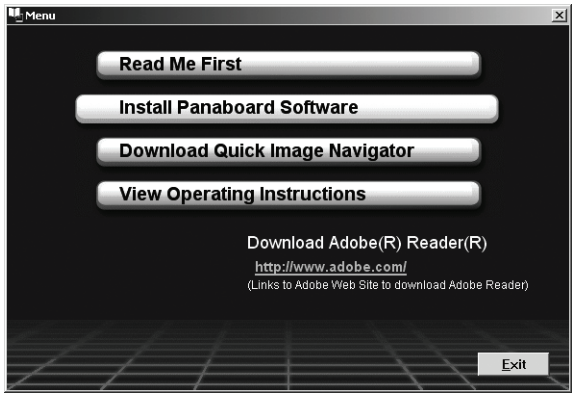
*1 Microsoft® Windows® operating system (hereafter Windows)

2 Insert the CD-ROM into the CD-ROM drive. The Setup window appears automatically.

- Depending on the operating system or the settings that you are using, the Setup window may not appear automatically. In such a case, execute “Menu.exe” in the CD-ROM from the Explorer.
- If the Autoplay dialog box appears in Windows Vista, click “Run Menu.exe”.

3 When “**Welcome**” window appears, click **[Next]**.

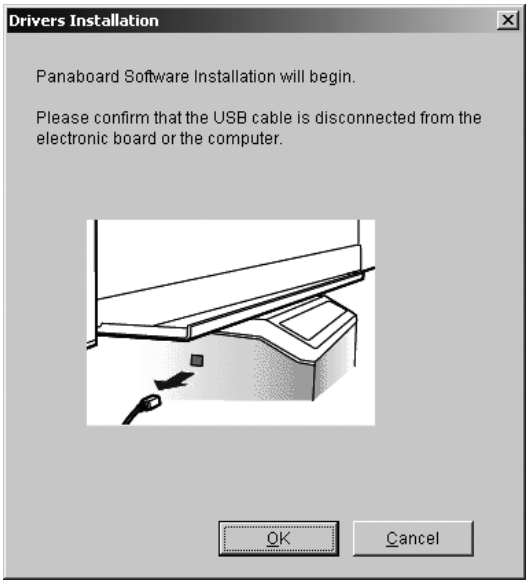
4 Click **[Install Panaboard Software]**.



- If “User Account Control” window is displayed in Windows Vista, select **[Continue]** to continue the installation.
- To read the operating instructions in the provided CD-ROM, the Adobe Reader or Acrobat® Reader must be installed in your computer. It can be downloaded from the Adobe's Web site if Internet is available.

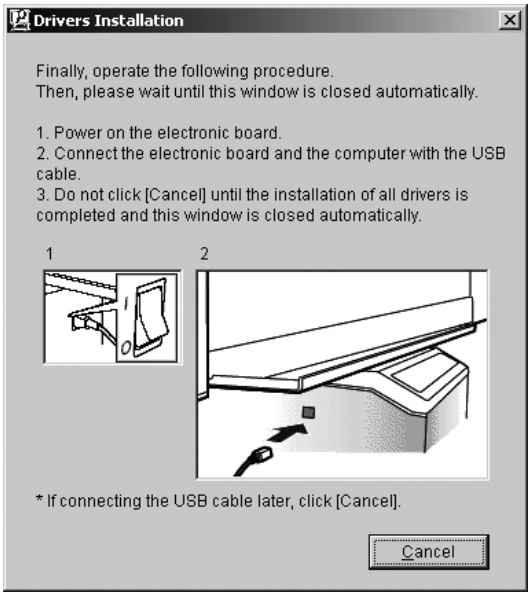
5 Read “End-User License Agreement” carefully and click **[Yes]**.

6 When the following window appears, check that the electronic board is not connected to your computer and click **[OK]**.



- If “Windows can't verify the publisher of this driver software” is displayed in Windows Vista, select “Install this driver software anyway” to continue the installation.
- For Windows 98 or Windows Me, a floppy disk or CD-ROM for installing the operating system may be required.
- If the screen prompts to restart Windows, restart Windows.

7 When the following window appears after files are copied, power the electronic board on, and connect a USB cable from the electronic board to your computer.



8 Follow the on-screen instructions if the wizard windows appear.

- If the wizard window is displayed to select the file (##.inf) for the printer driver in Windows XP, select “windows\inf\oem##.inf”.
- If the wizard window is displayed to connect to the Windows Update in Windows XP SP2, select [No].
- If the warning dialog is displayed in Windows 2000 / Windows XP, select [Yes] or [Continue Anyway] to continue the installation. In Windows Vista, no warning window is displayed and installation will continue.
- The new hardware wizard windows may be displayed several times depending on the operating system.
- For Windows 98 or Windows Me, a floppy disk or CD-ROM for installing the operating system may be required.

9 When the installation is completed, click **[OK]**.

Note

- If the Panaboard is powered on and connected to the computer with a USB cable when **[Exit]** is clicked after the installation is completed, the Board Image Capture software will automatically start in Windows 2000 / Windows XP / Windows Vista. (For further details, refer to **“Scanning with the Board Image Capture” on page 17**.)

■ Installing Quick Image Navigator / Panasonic-DMS

After confirming your operating system, install the software.
For Windows 2000 / Windows XP / Windows Vista: Quick Image Navigator
For Windows 98 / Windows Me: Panasonic-DMS
If Panasonic-DMS is already installed, you do not need to uninstall it.

1 Power on your computer and start Windows.

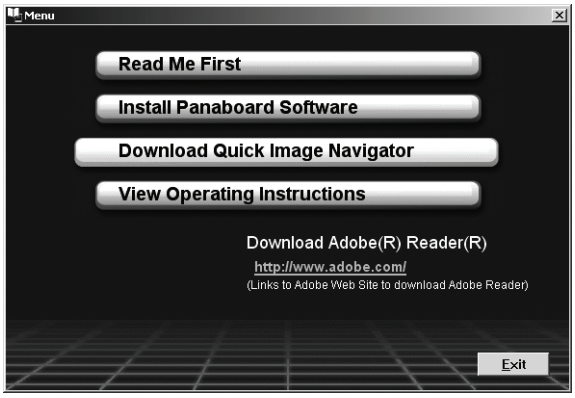
- Log on as an administrator for Windows 2000, Windows XP or Windows Vista.

2 Insert the CD-ROM into the CD-ROM drive. The Setup window appears automatically.

- Depending on the operating system or the settings that you are using, the Setup window may not appear automatically. In such a case, double-click “Menu.exe” in the CD-ROM from the Explorer.
- If the Autoplay dialog box appears in Windows Vista, click “Run Menu.exe”.

3 When **“Welcome”** window appears, click **[Next]**.

4 Click **[Download Quick Image Navigator]**.



- To download Quick Image Navigator and Panasonic-DMS, your computer must be able to access the Internet.

5 Download the desired software from the appropriate download web site, then double-click the downloaded installer.

6 Follow the on-screen instructions when messages appear.

7 When the setup process is completed, restart Windows.

- For information about Quick Image Navigator or Panasonic-DMS, refer to the corresponding operating instructions, which can be downloaded from the web site.
- To read the Quick Image Navigator operating instructions or the Panasonic-DMS operating instructions, Adobe Reader or Acrobat Reader must be installed on your computer.

■ Removing Drivers / Board Image Capture / Quick Image Navigator

If you need to remove the USB driver, printer driver, TWAIN driver, Board Image Capture and Quick Image Navigator, perform the following steps.

1 Power on your computer and start Windows.

- Log on as an administrator for Windows 2000, Windows XP or Windows Vista.

2 In the **Control Panel**, double-click **Add/Remove Programs** (Windows XP: **Add or Remove Programs**, Windows Vista: **Uninstall a program**).

3 Select the software you want to remove, then remove it.

- To remove the USB and TWAIN driver, select **Panaboard UB5-7 Driver**.
  To remove Board Image Capture, select **Panasonic Board Image Capture**.
  To remove Quick Image Navigator, select **Panasonic Quick Image Navigator**.

4 Follows the instructions on the screen.

5 After uninstalling, restart your computer.

■ Removing Panasonic-DMS

If you need to remove Panasonic-DMS, perform the following steps.

1 Power on your computer and start Windows.

2 Click **[Start]**, move the pointer to **Programs**–**Panasonic**–**Panasonic Document Management System**–**Uninstall**.

3 Click **[OK]**.

4 After uninstalling, restart your computer.

■ Scanning with the Board Image Capture

Board Image Capture allows you to scan hand-written text and diagrams on the Panaboard and save the scanned image as a PDF file.

1 Power on the Panaboard.

2 Power on your computer and start Windows.

3 Connect your computer and Panaboard with the USB cable.

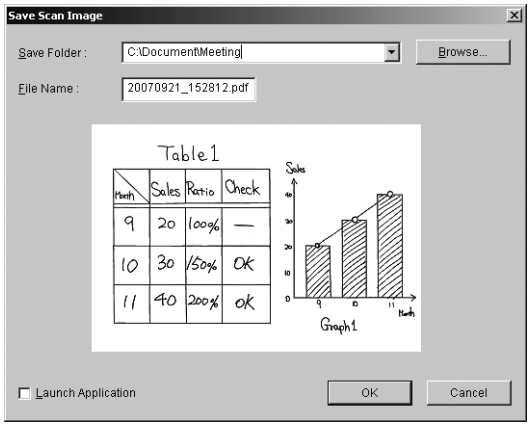
- Board Image Capture automatically starts, then the Panaboard Operation Panel appears.

Note

- If the Panaboard Operation Panel does not appear, check the USB cable connection or the status of the unit.

4 Click the (Scan) button.

- When scanning is completed, the Save Scan Image dialog box appears.



5 Specify the folder where you want to save the file, enter the file name, then click **[OK]**.

- When the Launch Application check box is checked, the scanned image will be displayed after the file is saved.
  To display the scanned image successfully, Adobe Reader or Acrobat Reader must be installed on your computer.

Note

- The last 5 folders used are displayed in the Save Folder dropdown list.

6 Click **[Close]** on the Panaboard Operation Panel window to end the session.

Note

- Board Image Capture cannot be started while the Panaboard Operation Panel is displayed using Quick Image Navigator or Panasonic-DMS. To start Board Image Capture, click **[Close]** in the Panaboard Operation Panel window, then start Board Image Capture.
- To stop Board Image Capture from starting automatically when the Panaboard is connected, follow the steps below:
  1) Connect your computer and Panaboard with the USB cable.
  2) Click **[Start]**, move the pointer to **Settings**–**Control Panel**, then double-click **Scanners and Cameras**.
     - For Windows XP, click **[Start]** and move the pointer to **Control Panel**.
       For Windows Vista, click **[Start]** and move the pointer to **Control Panel**, then click **Hardware and Sound**.
  3) Double-click **Panaboard-UB5 USB Device Driver** and check the **Disable device events** check box in the **Events** tab.

To start Board Image Capture, click **[Start]**, then move the pointer to **Programs**–**Panasonic**–**Board Image Capture**–**Board Image Capture**. (For Windows XP / Windows Vista, **All Programs** is displayed instead of **Programs**.)

■ Scanning with the Quick Image Navigator / Panasonic-DMS

You can scan images on the screen to your computer by operating Quick Image Navigator or Panasonic-DMS.

1 Click **[Start]**, move the pointer to **Programs**–**Panasonic**–**Panasonic Document Management System**–**Quick Image Navigator** (for Quick Image Navigator) or **Document Manager** (for Panasonic-DMS). (For Windows XP / Windows Vista, **All Programs** instead of **Programs**.)

2 For Quick Image Navigator: From the **File** menu, click **Environment Setup...**, click **TWAIN** tab, then click **Select TWAIN-compliant scanning device...**.
For Panasonic-DMS: Click the **File** menu, then click **Select source...**.

3 Select **Panaboard UB5-7 USB TWAIN Driver** and click **[Select]**.

4 For Quick Image Navigator: From the **File** menu, click **Acquire Image...** - **To Import Folder...** (or **To Current Folder...**), or click the (scanner) icon on the Toolbar.
For Panasonic-DMS: Click the **File** menu, then click **Acquire Image...**, or click the (scanner) icon on the Toolbar.

- The Panaboard Operation Panel appears.

Note

- When the Panaboard Operation Panel is not displayed, check the USB cable connection or the condition of the electronic board.

5 Click the (Scan) button.

- Scanning starts and the scanned image will be displayed on the screen of the computer. It is also possible to start scanning using the (Copy Key) on the electronic board.

6 Click **[Close]** on the Panaboard Operation Panel to finish scanning.

- For more information about Quick Image Navigator, refer to the Quick Image Navigator operating instructions.
- For more information about Document Manager, refer to the Panasonic-DMS operating instructions.

Note

- Dragging the Panaboard Operation Panel using the mouse or activating other software programs during scanning may cause scanning troubles.

■ Panaboard Operation Panel

It is possible to perform the same operations as with the electronic board control panel (page 9) from the following Panaboard Operation buttons.

Note

- While the Panaboard Operation Panel is displayed, the Copy Key on the electronic board control panel is used for scanning images into the computer.

Panel	Name	Description
	Contrast Indicator	This lamp indicator displays the contrast used during scanning or copying. Indicator off: Normal scanning or copying contrast Indicator on: Darker than normal scanning or copying contrast
	Contrast Button	Each time this button is pressed, the unit will alternate between normal and dark contrast modes (Normal/Dark).
	Scan Button	This button scans the screen.
	Multi-Copy/ Error Indicator	This indicator displays the number of copies to be made. The display changes each time the Multi-Copy/Stop Button is pressed. Example: 1 → 2 → ··· → 9 → ⁞⁞ →1 → ··· (Selecting "⁞⁞" allows you to copy 4 screens continuously.) When an error occurs, a flashing symbol will appear in this display to indicate the error status. (See page 24.)
	Multi-Copy/Stop Button	When making multiple copies or copying 4 screens continuously, press this button until the desired number of copies or "⁞⁞" is displayed on the Multi-Copy/Error Indicator. This button can also be pressed to stop copying while executing multiple copies or copying 4 screens continuously. • The display changes as shown below each time the screen is copied. After reaching 0, the display will reset to 1. Example for multiple copies: 5 → 4 → 3 → 2 → 1 → 0 → 1 (Number is counted down.) Example for copying 4 screens continuously: ⁞⁞ → ⁞ → ⁞⁞ → ⁞ → 0 → 1 (Display changes.) *** If scanning, the setting 1 to 9 for the number of copies or "⁞⁞" for copying 4 screens continuously is ignored.**
	Advance Button	Clicking this button advances the screen from right to left. Clicking this button twice advances two screens from right to left.
	Reverse Button	Clicking this button advances the screen from left to right. Clicking this button twice advances two screens from left to right.
	Copy Button	This button causes the screen to be copied.

Panel	Name	Description
	Status Box	The status box displays the status of the TWAIN driver and the electronic board. **Stand by**: The electronic board is stand by. Both of the Panaboard Operation Panel and the electronic board control panel are operational. **Rotating**: The electronic board is rotating the screen. **Copying**: The electronic board is copying the screen. **Scanning**: The electronic board is now scanning the images on the screen. **Converting**: Indicates that the image data is being converted so that the computer will be able to display the scanned data. **Busy**: The electronic board is processing jobs. **Error**: An error has occurred with the electronic board.
	About Button	Click to display information about the TWAIN driver.
	Help Button	Click to display help information.
	Close Button	Click to close the Panaboard Operation Panel.

■ Printing

To print documents from the computer to the printer, select the Print menu of the application software and select the printer name set when installing.
The standard printer name is “Panaboard-UB7 USB Printer (A4/Letter)*”.

* A4 or Letter changes with the models.

Note

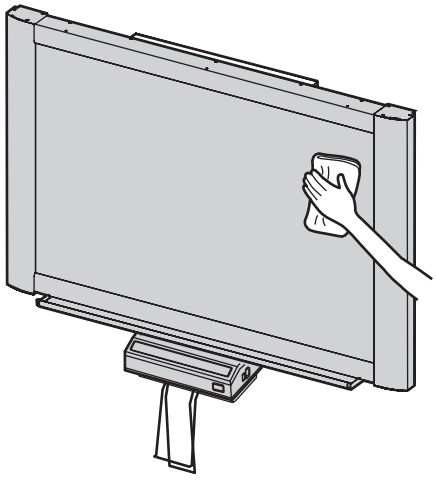
- The Multi-Copy/Error Indicator flashes when printing.
  After printing, all the panel keys are disabled until the Multi-Copy/Error Indicator lights.
- You cannot stop printing after printing starts. Do not attempt to stop printing.
- Do not turn off the power of the electronic board or unplug the USB cable before printing finishes. It may cause the computer operation to become unstable.
- A maximum 9 copies are available.
- The copied paper holder can hold up to 5 sheets of copied paper. (Note that exceeding the copied paper holder’s capacity may result in paper jams.)
- The Contrast Key is not effective for adjusting the contrast of print.
- When printing almost black pages continuously uniform color density and light line streaks may appear. In such a case, try again after waiting a while.
- When the unit falls in abnormal condition during printing, printing jobs (jobs in the spooler) may be lost. In such a case, print again.

Daily Care and Maintenance

Always turn off the power switch and unplug the power plug when cleaning outside and inside the unit.

■ Cleaning the screen and the unit

Gently wipe the screen film and unit with a water-dampened cloth that has been thoroughly wrung.

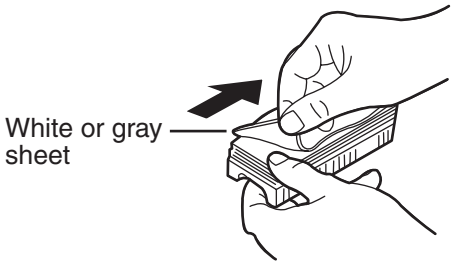


Note

- Use a commercially available white board cleaner for hard-to-erase stains. (SANFORD® EXPO® white board cleaner etc.)
  If you accidentally write on the screen with an oil-based marker, wipe with a small amount of ethyl alcohol.
- Do not use thinner, benzine or cleaners containing abrasives as this may result in discoloration.
- Do not wipe the screen film with a dry cloth as this may generate a static charge.

■ Caring for the eraser

When the erasing surface of the eraser becomes dirty, hold down the sheet under the top sheet with your finger and peel off the dirty sheet (white or gray sheet) by pulling in the direction of the arrow.



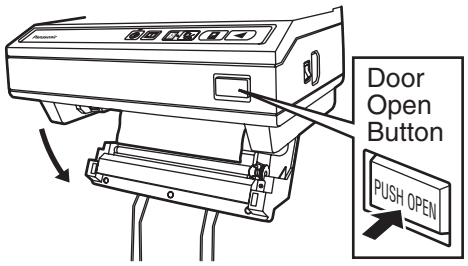
Note

- Be sure to peel off only one sheet; white or gray sheet of the eraser.
- When the eraser becomes thin, make sure that the corners of the eraser do not strike the screen during erasing as this may damage the screen.

■ Cleaning the printer head and paper feed roller

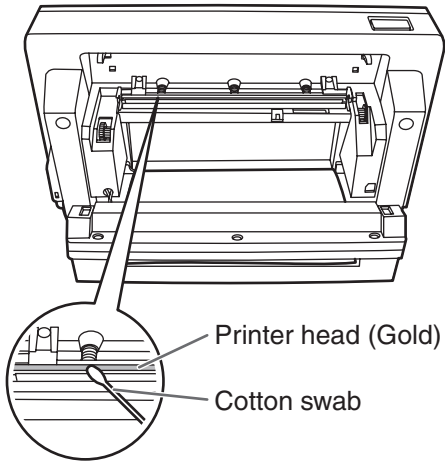
If black streaks appear on the copy, clean the printer head and the paper feed roller.

1 Push the door open button and open the printer door.



2 **Clean the Printer Head**

Dampen the tip of a cotton swab in ethyl alcohol and gently wipe the printer head.

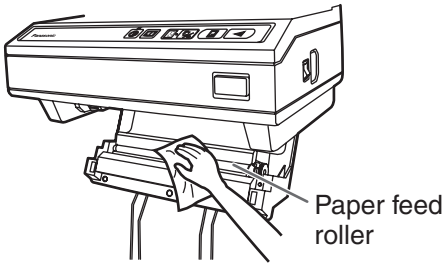


Note

- Never touch the printer head or the surrounding area with your hands as this may disable copying.

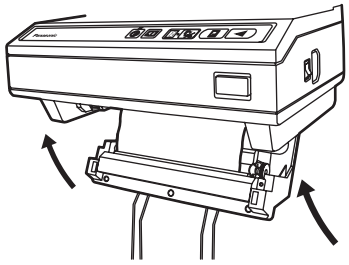
3 **Clean the Paper Feed Roller**

Wipe any dirt or stains off the paper feed roller.



- Dampen a soft cloth with neutral kitchen cleaner diluted in water, wring the cloth thoroughly, and wipe the entire surface of the roller while rotating it. If this does not remove all dirt, wipe with a cloth dampened with ethyl alcohol.

4 Load the copy paper and close the printer door securely, using two hands.



- For details on loading the copy paper, see page 10.

Troubleshooting

Treat problems according to the information given in the table below. If problems still persist, call your dealer for service.

Symptom	Care and Remedy	See Page
Power switch is on but the indicator is off.	Check that the power plug is securely plugged in. (If the indicator still does not light, turn the power off and on again.)	–
Copied copy paper will not come out.	The unit is out of copy paper. (The Error Indicator flashes " P ".) ➡ Load new paper.	10
	The printer door is open. (The Error Indicator flashes " P ".) ➡ Close the printer door firmly until a click is heard.	10
	Paper is jammed in the printer. ➡ Remove the jammed paper and cut off the wrinkled portion, then load paper again.	13
	The paper feed roller is dirty. ➡ Open the printer door and wipe the paper feed roller to clean it.	22
Nothing is printed on the paper or copies are faint or blurred.	Confirm the paper is loaded correctly, smooth side face up.	10
	The writing on the screen is too thin or light. ➡ Make thicker, darker lines or change to a new marker.	–
	The printer door is slightly open. ➡ Close the printer door firmly, using two hands until a click is heard.	10
Black streaks or blank (unprinted) spots appear on the copy (copy paper is dirty).	The printer head or paper feed roller is dirty. ➡ Open the printer door and clean any dirt off the printer head and paper feed roller.	22
A black or white horizontal line appears, or the page prints in black or blank.	The unit is in strong sunlight or strong lighting. ➡ Change the direction of the screen or block the light.	–
The screen does not advance when the Copy, Advance or Reverse Key is pressed.	Static electricity was generated when the screen film was wiped. ➡ Turn off the power and slowly move the screen by hand.	–
When connecting a USB cable after installing the driver, the warning message is displayed to require the Panaboard UB5-7 Driver Disk.	The necessary file is not found in Windows 98. ➡ Click the location's box and select the pass "UB5-7\UsbDrv\Win98-Me" in the pull down menu.	–
The software installed before is deleted from the Programs menu or cannot be used after installing the Panasonic-DMS.	After the existing Panasonic-DMS software is uninstalled, the new Panasonic-DMS is installed. ➡ Install the new Panasonic-DMS again as follows. 1. Uninstall the current Panasonic-DMS. 2. Install the old Panasonic-DMS. 3. Install the new Panasonic-DMS in the same folder with the old one.	16-17

Troubleshooting

Symptom	Care and Remedy	See Page
Panasonic Document Management System menu is remained in the Programs menu even if Panasonic-DMS is uninstalled.	The old Panasonic-DMS is not uninstalled if the old version of the Panasonic-DMS has been installed before installing the new one. ➡ Uninstall the old Panasonic-DMS from the Add / Remove Programs of the Control Panel. (Refer to “Removing Drivers / Board Image Capture / Quick Image Navigator” on page 16 and remove Panasonic-DMS instead of Panasonic UB5-7 Driver.)	16
The USB driver or printer driver does not work properly immediately after the installation of the software.	The Panaboard has not been registered in [Control Panel]–[Scanners and Cameras] and [Printers]. ➡ Run “UB5-7\Uninstall\UB5-7Uninst.exe” in the CD-ROM to uninstall the drivers from the computer. Then, install the drivers.	15
The computer does not recognize the electronic board.	Check that the electronic board is in the condition that enables operation or that the USB cable is connected properly.	–
	The electronic board is connected via a USB hub. ➡ Do not connect via a USB hub.	–

■ Meanings of error codes

The following table describes the meaning of each of the symbols which may flash in the Multi-Copy/Error Indicator.

Indication	Cause	Remedy	See Page
E (Error)	Data transfer error	Connect the USB cable securely.	14
5 (Screen)	The screen will not move.	Turn off the power and slowly move the screen by hand.	–
P (Paper)	No paper	Load the copy paper roll.	10
	The printer door is not closed securely.	Close the printer door securely.	10
C (Cut)	Printer can not cut the paper.	Open the printer door and clear the jammed paper.	13
F (Scanner Failure)	The scanner or screen is in strong sunlight or strong lighting.	Change the direction of the screen or block the light.	–

If other indications such as “ 8 ” appear, call your dealer.

Specifications

	Model No.	UB-7320
General	Power supply	Refer to the name plate on the printer
	Power consumption (Operational)	Refer to the name plate on the printer
	External dimensions (Height × Width × Depth, without stand)	1504 mm × 1648 mm × 287 mm
	Mass (without stand)	41.0 kg
	Ambient operating conditions	Temperature: 10–35° C (50–95°F) Humidity: 30–80% RH
	Ambient storage conditions	Temperature: -20–60° C (-4–140°F) Humidity: 15–80% RH
	Writing implements	Dry erase felt-tipped markers (black, red, and blue)
	PC interface	USB 1.1
Input Block	Panel dimensions (Height × Width)	900 mm × 1400 mm (1664 mm diagonal)
	Panel surfaces	4 screens (1 screen can also be used for the projector.)
	Panel advance system	Endless scroll type
	Copying area (Height × Width)	850 mm × 1330 mm
	Scanning system	Image sensors
	Scanning resolution (Height × Width)	A4: 1.6 x 1.7 dots/mm Letter: 1.7 x 1.6 dots/mm
Output Block	Printing system	Thermal type
	Printing resolution	8 dots/mm
	Copy paper	Heat-sensitive roll paper Paper thickness: 65 µm Core diameter: 25.4 mm (1 inch) or more*1
	Copy paper size	A4/Letter*2
	Copy colour	Black
	Contrast adjustment	Two levels: Normal/Dark
	Time required for copying	16 s/sheet
	Continuous copies	1 to 9 sheets
	Paper empty indication	Yes

■ Option and Separately available

Option	Stand: KX-B061	
	Wall-Mounting Kit: KX-B063	
Separately Available	Markers:	KX-B031 (set of 10 black markers), KX-B032 (set of 10 red markers), KX-B033 (set of 10 blue markers)
	Erasers:	KX-B042 (set of 6 erasers)
	Marker and eraser set:	KX-B035 (contains one black, one red, and one blue markers and one eraser)
	Copy paper:	KX-B01 (1 roll [50 m]) KX-B02 (1 roll [100 m])

*1 Using a copy paper roll with a smaller core could cause paper jam.

*2 Letter size is for U.S.A. and Canada models.

Installation Manual

(for qualified service personnel)

Table of Contents

page

Assembling the Electronic Board 28
- ●Accessories for assembling 28
- ●Assembly 29

Electronic Board Operations Check 32

Repacking 33

Assembling the Optional Stand (KX-B061) 34
- ●Accessories 34
- ●Assembly 35

Optional Wall-mounting Kit (KX-B063) 38
- ●Accessories 38
- ●Wall-mounting procedure 39
- ●Attaching the wall-mounting fixtures 40

Before installing this set, please read this manual completely.

CLASS 1 LED PRODUCT

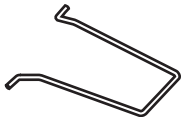
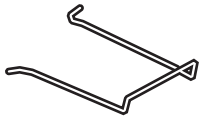
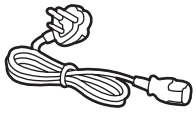
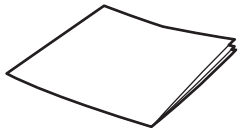
⚠WARNING

	Have the unit installed, removed and disposed of only by qualified service personnel.
	Safety check must be done by qualified service personnel after installing this option.

Assembling the Electronic Board

■ Accessories for assembling

The package includes the parts for setting up the electronic board shown below. Make sure that all of these parts are included in the package before proceeding.

No.	Part Name	Illustration	Q'ty	Remarks
1	Paper holder (A)		1	
2	Paper holder (B)		1	
3	Power cord		1	
4	Wall-mounting template		1	For wall-mounting

■ Assembly

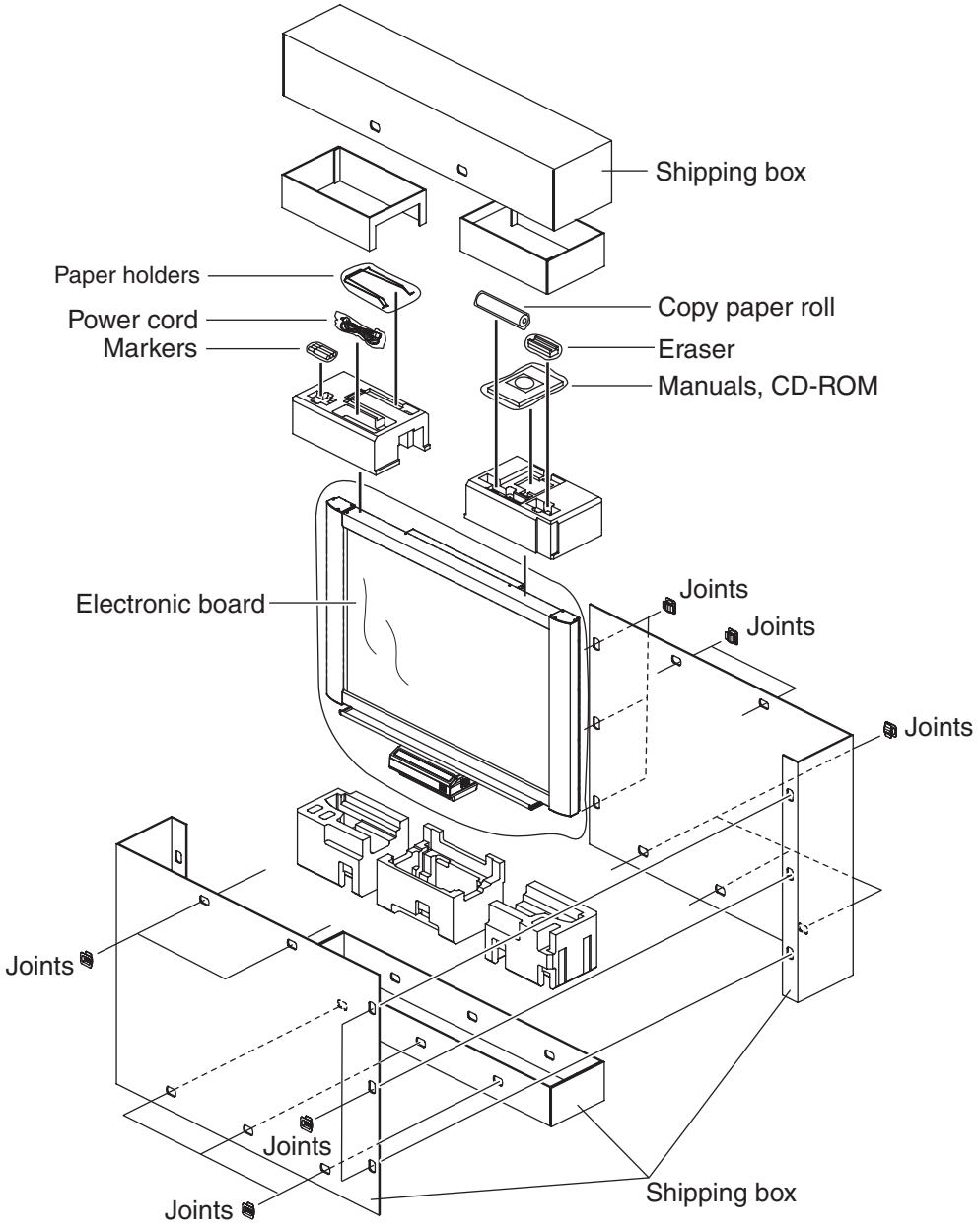
1 **Assemble the optional stand or wall-mounting kit.**

■ If you are using a stand, refer to page 34.

■ If you are using a wall-mounting kit, refer to page 38.

2 **Remove the electronic board from the shipping box.**

Remove the joints, then remove the electronic board from the shipping box.



Caution

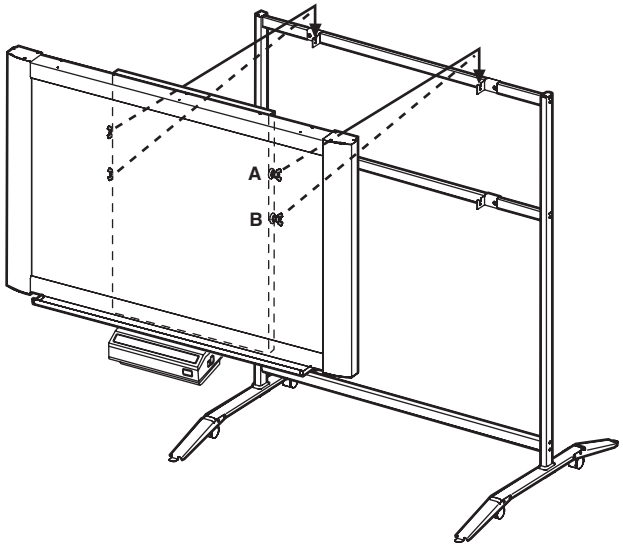
- **Do not touch the screen film surface, as this may damage it.**
- **The shipping box, cushioning material, and other packing material will be necessary if you ever need to repackage the electronic board, so do not throw them away.**

3 Install the electronic board.

Install the electronic board using the stand (option) or wall-mounting kit (option).

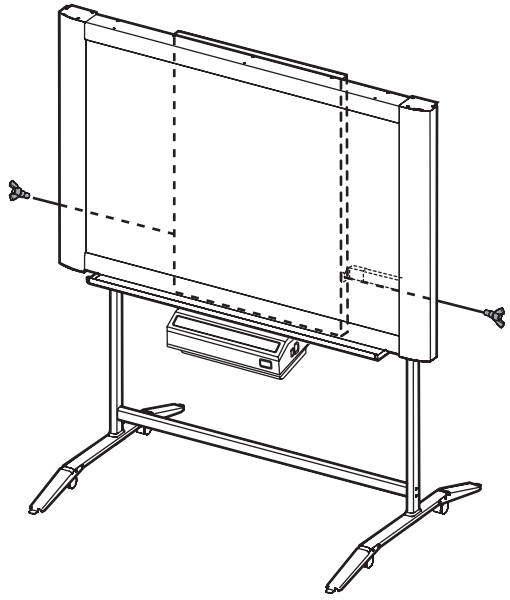
■ Using the stand (option)

1) Hang the electronic board on the optional stand.



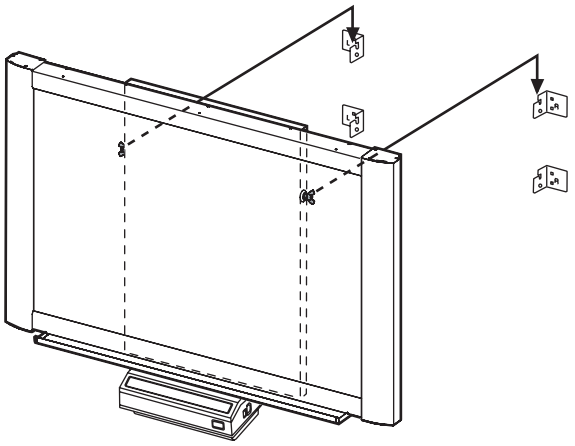
- The electronic board can be mounted 200 mm (7 7/8") higher than hang position **A** by hanging it with the wing bolts **B**.

2) Secure the stand fixture to the electronic board using the two wing-bolts [M5 x 12 mm (15/32")] provided with the **stand (option)**.

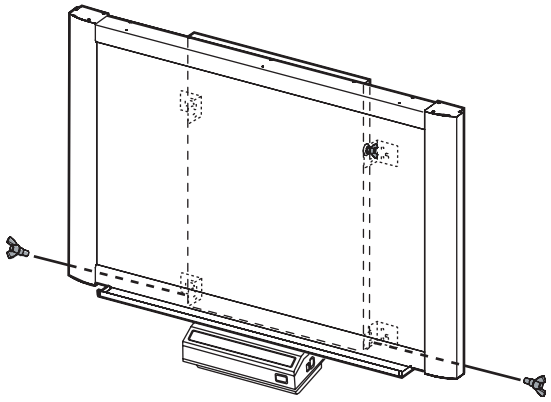


■ Using the wall-mounting kit (option)

1) Hang the electronic board on the optional wall-mounting fixtures.



2) Secure the wall-mounting fixture to the electronic board using the two wing-bolts [M5 x 12 mm (15/32")] provided with the **wall-mounting kit (option)**.

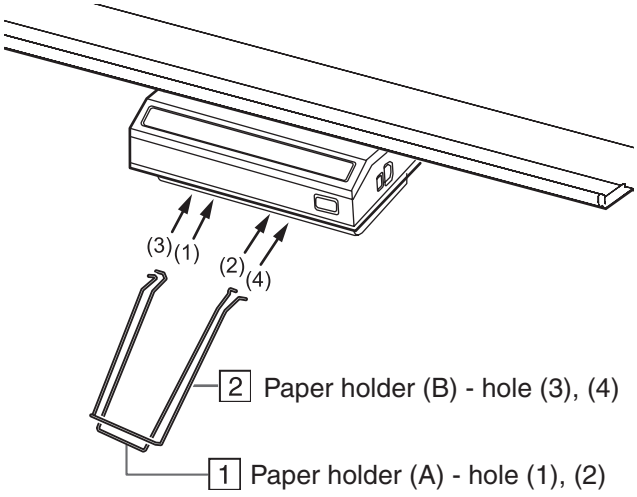


Caution

- When mounting the electronic board, avoid banging it. Such impact may break the internal light or cause other damage.
- After mounting the electronic board, gradually apply weight to it to make sure that the wall is strong enough to support it.

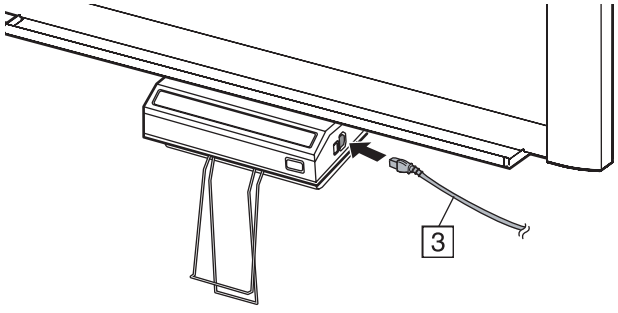
4 Attach the paper holders.

Install the paper holders to the holes in numerical order of the arrows (1), (2), (3) and (4).
[First install the paper holder (A), then install the paper holder (B) on top of (A).]



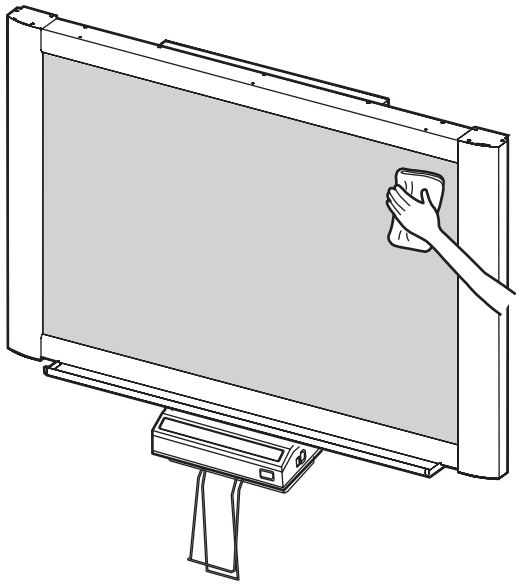
5 Connect the power cord.

Securely fit the supplied power cord into the AC inlet on the printer unit.



6 Wipe the screen film surface.

Soak a soft cloth with water, wring well, and wipe the screen film surface.



Caution

- Do not wipe the screen film surface with paint thinner, benzene, or cleaners that contain abrasives. Doing so may cause discoloration.
- Do not wipe the screen film surface with a dry cloth. Doing so may create static electricity.

7 Check operations.

Refer to “Electronic Board Operations Check” on page 32.

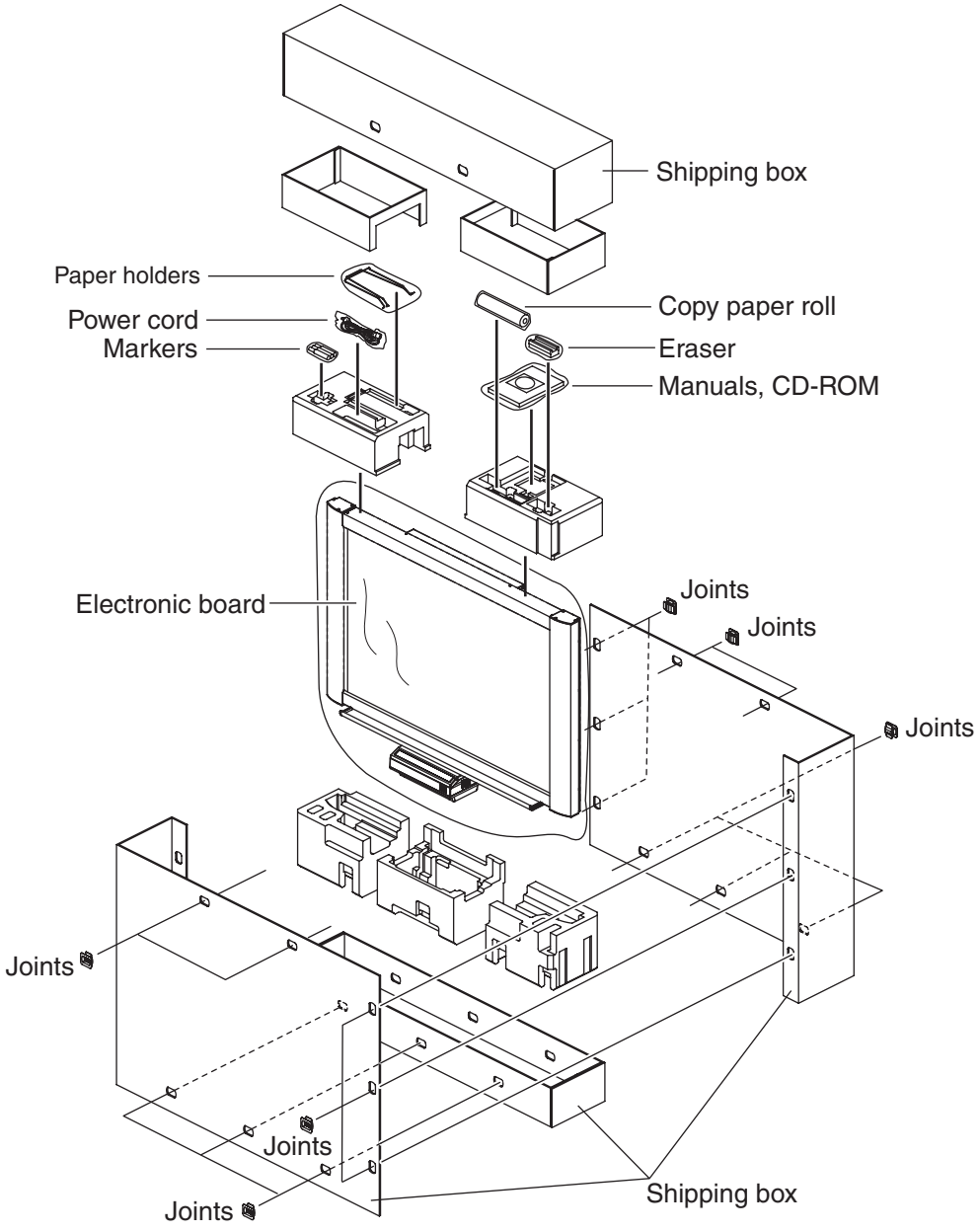
Electronic Board Operations Check

After assembling the electronic board, perform the procedures presented in the following table to make sure it functions properly.

Step		Points to Check	
		Symptom	**Solutions**
1	Turn on the power switch.	**"P" flashes after "0" lights up.**	**(Normal operation)**
		(If not)	**Check power cord. (See step 5 on page 31.)**
2	Open the printer door and load the copy paper, then close the printer door. • **Loading the Copy Paper procedure (refer to the Operating Instructions on page 10)**	**"1" lights up after the copy paper is fed and automatically cut.**	**(Normal operation)**
		(If not)	**Check the condition of printer door or copy paper roll.**
3	① Press ◄. ② Press ►.	**Screen is fed.**	**(Normal operation)**
		The screen film surface is not fed smoothly.	**Contact the store or dealer from which the unit was purchased.**
		There are strange noises.	
4	① Use the accessory marker to draw a large filling the entire copyable area of the screen film surface. • **Copyable area (refer to the Operating Instructions on page 7)** ② Press % twice. ③ Press ⊡.	**"3" lights up and three copies are made.**	**(Normal operation)**
		Three copies are not made.	**Contact the store or dealer from which the unit was purchased.**
		The entire readable area is not printed.	
		There are strange noises or paper jams during the copying process.	
5	① Press ◄ to move the screen film surface. Write letters, etc. with the marker. ② Press ◑ once. ③ Press ⊡.	**The Contrast indicator light is turned on and one copy is made.**	**(Normal operation)**
		The Contrast indicator light is not turned on.	**Contact the store or dealer from which the unit was purchased.**
		The image is not copied properly.	
		There are strange markings on the copy sheet (e.g., stripes or lines).	
6	Press ◑ once.	**The Contrast indicator light is turned off.**	**(Normal operation)**
		(If not)	**Contact the store or dealer from which the unit was purchased.**

Repacking

Perform Assembly Steps 2 through 5 on pages 29 - 31 in reverse to repack the electronic board and accessories. Use the joints to fasten the shipping box.



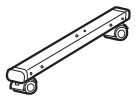
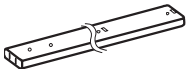
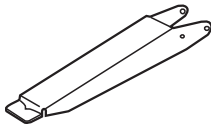
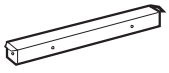
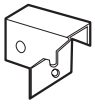
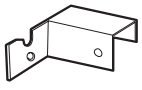
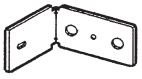
Caution

• Do not touch the screen film surface, as this may damage it.

Assembling the Optional Stand (KX-B061)

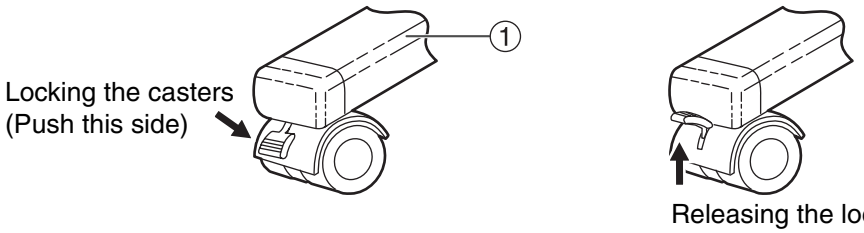
■ Accessories

The package box for the optional stand includes the parts noted below; please confirm that all parts are present before beginning installation

No.	Part name	Illustration	Q'ty	No.	Part name	Illustration	Q'ty
①	Stand base		2	⑨	Wing bolt	M5 x 12 mm ($^{15}/_{32}$")	6
②	Pipe		2	⑩	Support bracket		2
③	Cover		2	⑪	Fall-prevention extension leg		4
④	Side bar (A)		2	⑫	Screw	M6 x 60 mm (2 $^{3}/_{8}$")	4
⑤	Side bar (B)		1	⑬	Nut		4
⑥	Screw	M8 x 45 mm (1 $^{25}/_{32}$")	12	⑭	Wrench	*1	1
⑦	Fixture (left)		2	⑮	Wing bolt (Not use*2)	M4 x 8 mm ($^{5}/_{16}$")	8
⑧	Fixture (right)		2	⑯	Screen holder bracket (Not use*2)		4

*1 The accessory wrench is required to fasten or loosen the screws ⑥, ⑫; please store it carefully for future use.
*2 These are used for other models.

●Before assembly, be sure to lock the casters.

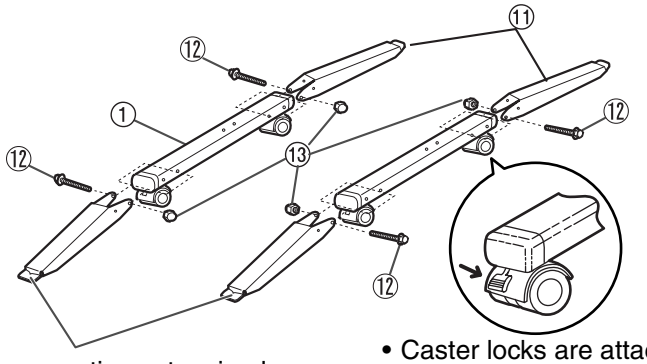


■ Assembly

1 Assembling the stand

■ Assembling the fall-prevention extension legs

The fall-prevention extension legs increase the safety of the electronic board.



⑪ Fall-prevention extension legs

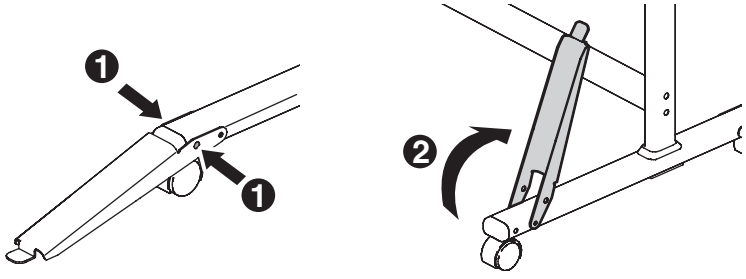
• Caster locks are attached to the back side.

Caution

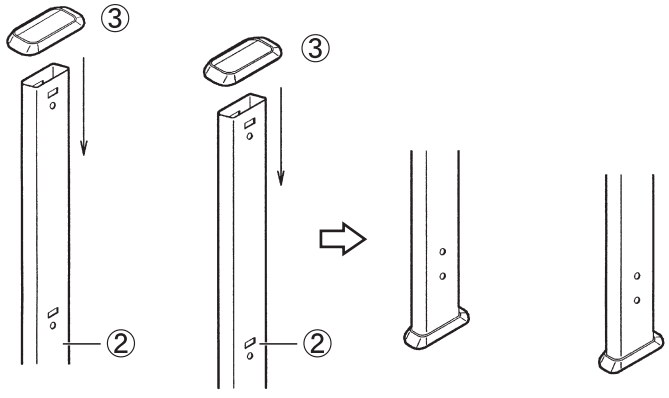
• Install and always set the fall-prevention legs when using the stand.
• When tightening the screw ⑫, hold the nut ⑬ with pliers.

Note

• When folding back the fall-prevention extension legs to release the lock, perform as follows.

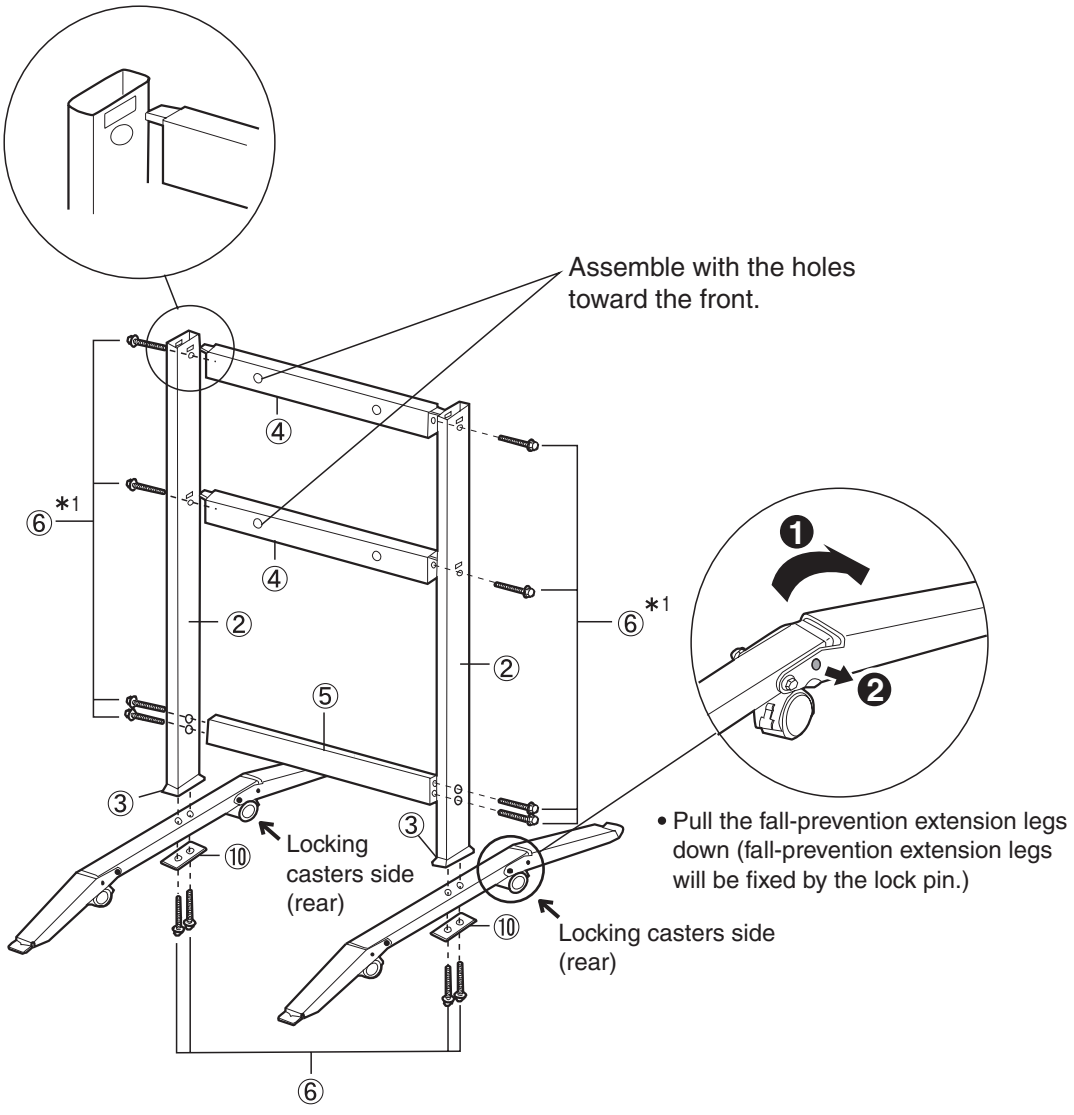


■ Inserting the covers ③ to the pipes ②



Assembling the Optional Stand (KX-B061)

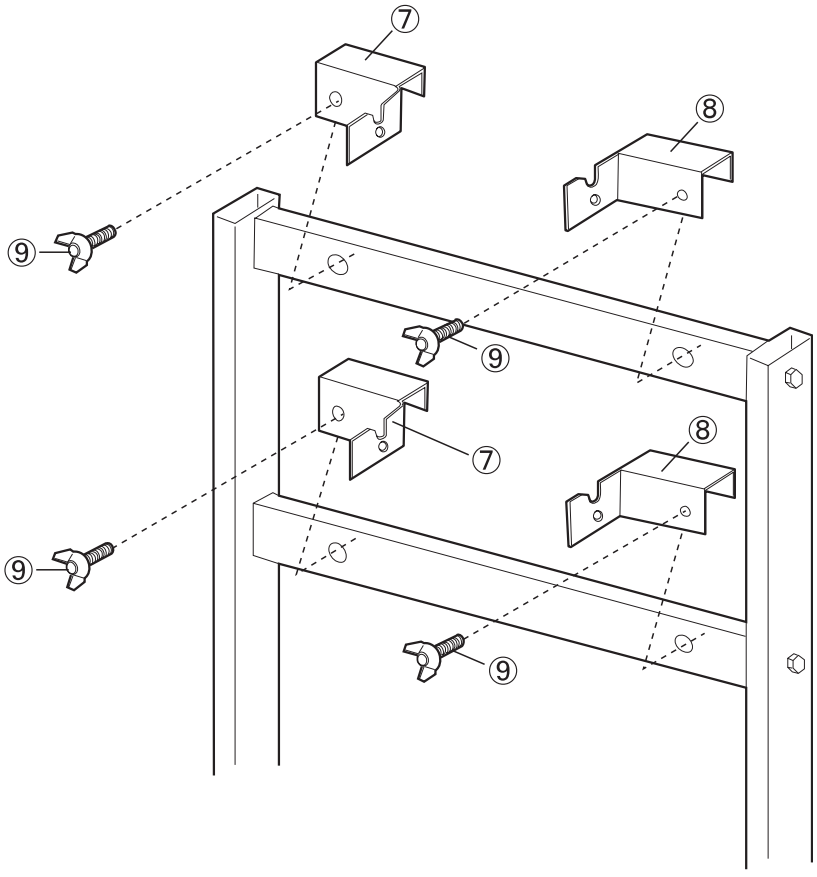
■ Assembling the stand



Note

*1 Do not tighten the screw ⑥ too much. This may deform the pipes.

2 Attach the fixtures ⑦ ⑧ with the four wing-bolts.



3 Assemble and install the electronic board.

Refer to step 3 on page 30.

Optional Wall-mounting Kit (KX-B063)

Before attempting installation of this wall-mounting kit, we strongly recommend consulting with the building manager, engineer, or architect. The installer needs to know the type of construction used for the wall intended for this installation and the location of wall studs. Selection of hardware is critical for safe wall-mounting, and depends on the nature of wall construction. Installation should not occur until this consultation takes place.

Caution

- **Do not attach the electronic board to mortared walls. Accidental electric leakage from the wall-mounting fixture bolts to metal laths or wire laths can cause heat, smoke or a fire.**

1. Tools required:

A minimum of eight (8) pieces of appropriate wall-support hardware (molley, toggle, etc.)

NOTE: THIS HARDWARE MUST BE LOCALLY PROCURED, IT IS NOT INCLUDED IN THE KIT.

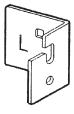
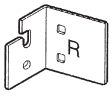
Drill (and drill bit of correct size) for hardware installation
Screw driver (Both phillips (+) and slotted (–) will be required.)
Tape measure
Tape or thumb-tacks (2 pcs)
Bubble type level

2. Pre-requisites

1. Before installation, make sure that the wall intended for installation is capable of supporting flush-mounted.
   UB-7320 is 205 kgf (452 lbs.).
2. The position of the intended installation is of adequate size for the selected Panaboard.
   UB-7320 is 1,664 mm (H) × 1,648 mm (W) [5′6″(H) × 5′5″(W)].
3. An outlet is within 3 m (9′10$^{1}/_{8}$″), and not located behind the Panaboard.

■ Accessories

The package box for the optional wall-mounting kit includes the parts noted below; please confirm that all parts are present before beginning installation. Eight screws for mounting the fixtures on the wall are not provided. Please purchase the appropriate wall-mounting hardware (sold in stores). Refer to page 40.

No.	Part name	Illustration	Q'ty	No.	Part name	Illustration	Q'ty
①	Wall-mounting fixture L		2	④	Screw (Not use*)	M4 x 16 mm ($^{20}/_{32}$″)	4
②	Wall-mounting fixture R		2	⑤	Wall-mounting template (Not use*)	Use the wall-mounting template provided with UB-7320.	1
③	Wing bolt	M5 x 12 mm ($^{15}/_{32}$″) (For mounting of the electronic board)	2				

*These are used for other models.

■ Wall-mounting procedure

1 **Confirm that the wall is strong enough to support the weight of the electronic board.**

Caution

The wall must be capable of supporting at least 2,010 N [205 kgf (452 lbs.)] for UB-7320.

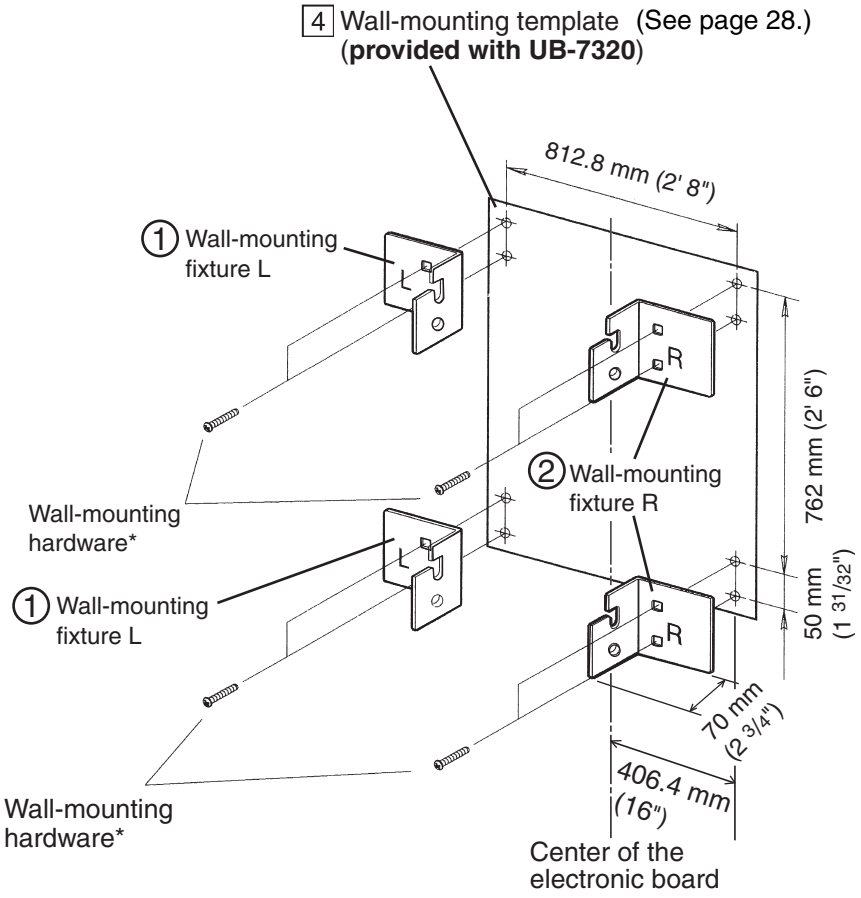
2 **Tape the Wall-mounting template on the wall.**

- Do not use the template included in the wall-mounting kit (KX-B063), but rather the one included with the electronic board (UB-7320).
- When taping the template on the wall, make sure it is level.

3 **1) Drill holes in the wall for the wall-mounting fixtures (8 holes total).**

- Holes on the wall-mounting fixture are 7 mm (1/4") in diameter.

2) After removing the wall-mounting template, attach the wall-mounting fixtures with the appropriate wall-mounting hardware (two screws in each fixture).



* This hardware must be locally procured, it is not included in the kit.

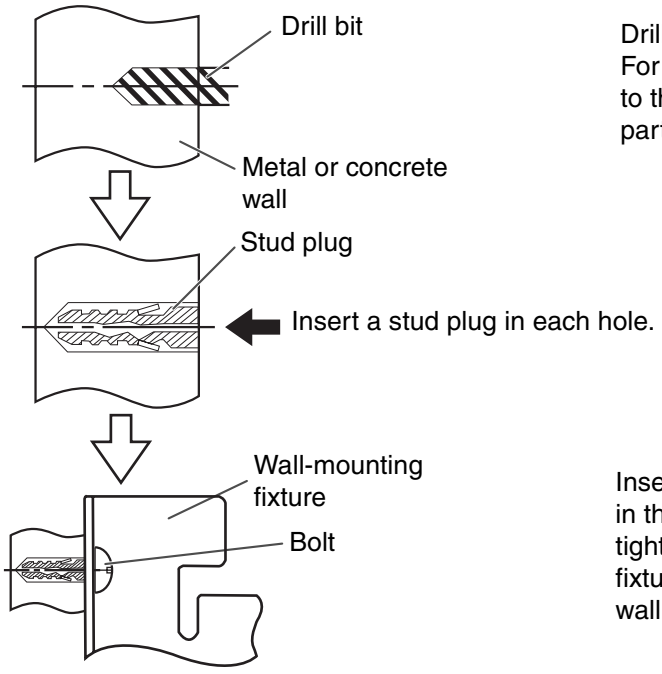
- Refer to the section “Attaching the wall-mounting fixtures” (page 40) for drilling in the wall and attaching the mounting fixtures.
- Refer to step 3 on page 30 for mounting the electronic board.

■ Attaching the wall-mounting fixtures

The electronic board must be mounted with the method most suited to the material of the wall.
Three methods are presented here.
(Other options may be available in your area.)

●Attaching to metal or concrete walls

Stud plugs (sold in stores) are needed.

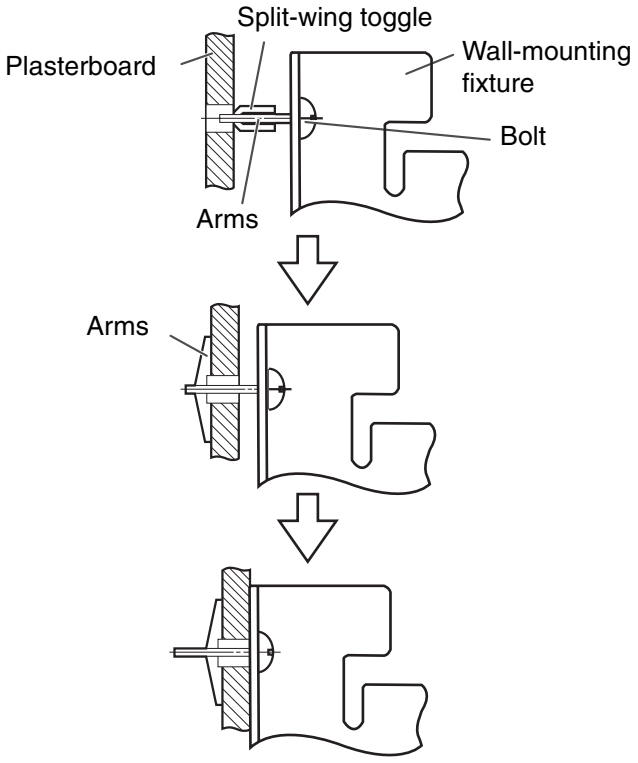


Drill eight holes in the wall.
For the correct hole size, refer to the instructions for the particular stud plugs used.

Insert each bolt through a hole in the wall-mounting fixture and tighten until the wall-mounting fixture is securely fixed to the wall.

●Attaching to plasterboard walls

Split-wing toggles (sold in stores) are needed.



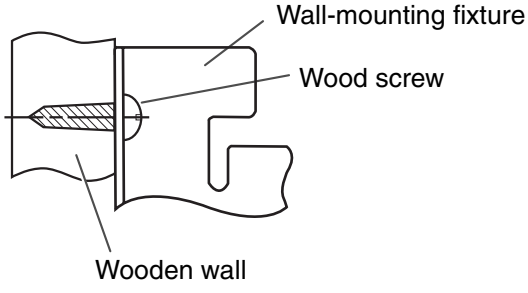
Insert each bolt through a hole in the wall-mounting fixture and into the hole in the wall beneath so that the arms of the split-wing toggle are horizontal. For the correct hole size, refer to the instructions for the particular split-wing toggles used.

After the arms expand, pull the wall-mounting fixture out until the arms of the split-wing toggle grip firmly into the wall.

Tighten each bolt until the wall-mounting fixture is securely fixed to the wall.

●Attaching to wooden walls

Use wood screws (sold in stores).



For the correct hole size, refer to the instructions for the particular wood screws used.