# **User's Manual**

# Portable Scanner



Please read this user Manual carefully before using this product!

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# **Part I Introduction**

#### 1. Packing list

- Portable scanner 1pc
- Guiding pad 1pc
- CD: containing NimoDco software 1pc
- USB cable 1pc
- User manual 1pc
- 2. Structure



#### 3. System requirements

- \* Pentium 4 1.6 CPU or above
- \* 512 MB internal memory
- \* 200 MB free hard disk
- \* Windows 2000(SP4)//XP-SP2 / Vista/Win7

## 4. Features

It is a powerful e-Doc management solution integrating functions of scanner, copier, printer, OCR, video recording, email and document classification etc. It aims to work as a very useful assistant for office people to manage docs easily and efficiently.

(1) Scanner

It captures images of real objects at high resolution in one second. The captured image can be in true color or in black and white.

(2) Copier

It can capture a document or an object up to A4 size in one second. The captured document can be printed out via any printer.

#### (3) Printer

It helps you to print scanned materials any time.

(4) Name card scanner

It can also works as a name card scanner, providing

(5) OCR

Equipped with the latest OCR function of high compatibility, it can convert scanned printed text materials into .txt processing files that can be easily edited and stored. This can greatly save your time to type printed materials. For English language, the compatibility can be 96%.

(6) Email

It enables you to share docs with others easily by emailing docs from the management system directly.

(7) Document classification

It helps you to classify docs by different formats including Word/Excel/PDF etc. files can be converted into those formats easily.

Image resolution	5M
Capture size	Up to A4 Size
Power	USB powered (no extra adaptor needed)
Interface	USB 2.0
Image format	JPEG, TIF, PDF
Light sources	Ambient light & Aux 10 LEDs
Bundle software	NimoDoc with powerful OCR function
Language supported:	English/Chinese/Japanese/Korean
OS	Windows 2000 (SP4)/ WinXP /VISTA/Win7
Product size	30 cm (H) before extension 90 cm (H) after extension
Weight:	650g

#### 3. Specifications

# **Part II Installation**

#### 1. NimoDoc installation

- (1) Insert the NimoDoc mini CD that comes with the scanner.
- (2) Double click Setup.exe and then an installation wizard will guide you through the installation.
- (3) Click Finish when the whole installation finished.

#### 2. Hardware installation

- (1) Unfold the guiding pad onto a suitable position on your desktop for daily use.
- (2) Put the portable scanner on the guiding pad.
- (3) Connect the portable scanner with PC via USB port directly.
- (4) Unfold the scanner to 90 degree and now the scanner can start to work.

# **Part III Software introduction**

# **Start NimoDoc**

Start  $\rightarrow$  Programes  $\rightarrow$  NimoDoc  $\rightarrow$  NimoDoc

# **Introductions on Interface**

## **Main Interface**



#### Capture

Press Capture, and then the following capture window pops up:



#### Edit

Double a doc from the doc list, and then enter edit interface:



#### To switch among different viewing modes, press Viewing Switch Tools.



#### **Picture mode:**



#### Word mode:

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#### Picture & Word mode:



#### List mode:



#### Normal mode:



# Introductions on Software functions:

#### Set work space:

Right click on a directory from work space, and enter into folder management.



Press Add, choose a directory, then the directory will be set as a work space:



Then, files scanned will be stored at the work space.

#### File capture:

Make sure that scanner is connected properly, click Capture, capture window starts:





Put target file under the scanner lens in right position, after focus is got, press Capture, and then captured filed stored under the chosen work space. Detailed info including directory, file name and page are at the left corner of the window.

#### **Picture in Picture:**

Once Picture In Picture chosen, you can see a semi-transparent green box. By drawing the green box to an area you want to see, the full size of the area covered by the g green box will display at the right bottom corner. This helps you to view the target file better.

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#### Cut:

When target files are of different sizes, Cut function can help you to choose desired part quickly. Choose Cut, then a semi-transparent red box is on the window. By drawing it to choose a desired area and click Capture, then only the contents inside the red box is captured.

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#### **Real time recognition:**

Real time recognition helps to get a higher efficiency. Choose Open recognition and the language compatible with the target file, click Capture, file will be scanned and letters recognized.

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## Picture mode option:

You can choose a target picture type between color, black-white and Gray.

### Color mode:

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#### **Device option:**

When doing capture, you can also choose and adjust devices

#### Choose a device:

NimoDoc allows you to connect several devices and can mange them.

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#### **Resolution:**



# **Frequency:**

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Frequency	50Hz 💌
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Image Set	BOHz Device Set
Capture	
+ F - 1:1	Capture

## **Capture settting:**

To better locate target files, NimoDoc provides useful functions inlcuidng Zoom out/Zoom in/1:1.

+: the left is best size; the right is the one after zoom out.

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#### File edit

You can edit a captured file.



### Picture edit:

NimoDoc provides quick and useful functions for editing pictures:



#### Manage files:

NimoDoc saves captured filed at .nsd format, which better file management. NimoDoc provides useful function to manage files:



# **Recognition:**

You can choose language type and carry recognition on appointed pages easily.

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Pages	5
	As 5, 6, 7, 8
	OK Cancel

## **Output files:**

You can output files to various kinds of types.

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# Email:

You can email captured files to others by email.

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