

## Quick Tips for Scanning

(for additional information see User's Manual)

### Configuring Scan settings SEE BELOW

#### Basic Quick Scanning or once you have the Settings configured to your liking

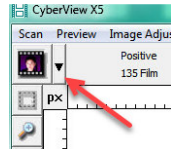
1. Turn on scanner wait for green to come on solid, indicating it is fully warmed up
2. Open the Cyberview X application and you are ready to **scan**

**NOTE:** If the scanner sits quietly for 10-15 minutes it will go to sleep and lose communication

**TO FIX THIS:** You must Close Cyberview X, Turn off the scanner, wait 10 seconds, turn on the scanner and then wait for the full warm up to a solid green or blue light before starting the Cyberview software again.

### General Settings Configuration

#### Choose the Film Type you wish to scan



Click down arrow to select **Positive, Negative or B&W** Film option

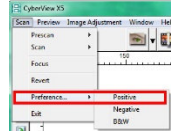
Go to Scan – Preference – Select Film type you are scanning

**Positive** (for color & B&W slides)

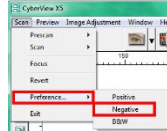
**Negative** (for color filmstrips)

**B&W** (for black & white negatives)

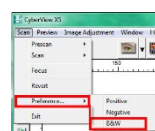
#### SLIDES



#### COLOR NEGATIVES

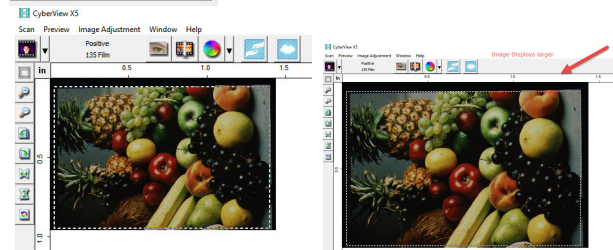
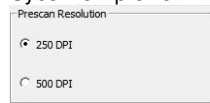


#### B&W NEGATIVES

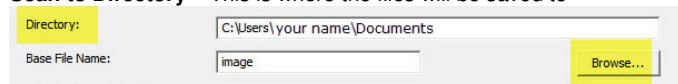


This area is where you will set up your desired configuration settings

**Pre-Scan Resolution** This only applies if you are prescanning every slide before the final scan, the higher dpi here offers a larger image in Cyberview preview window (when you expand the window size) for prescan editing

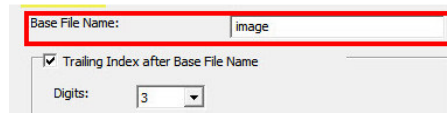


**Scan to Directory** – This is where the files will be saved to



To change the Default Save to location select **BROWSE**

**Base File Name** is the name each file will be given with an automatic number following



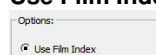
**Trailing Index after base file name Digits X** - Is the number of digits you would like in your file naming sequence, default number is 3 -

Image**001**, you can select 1-6 digits for this which would result in naming as follows Image1, Image01, Image001, Image0001, Image00001, Image000001 – this can be changed at any time **Example:** Image001 is the default so the files will be named Image001, Image002 and so on, You can customize this to a name of your choosing to aid in organization, we recommend you add an Underscore\_ after the base name, this will separate the name from the file number

**Example: Base File name** Germany\_ would result in file names Germany\_001, Germany\_002 **Or Slides\_** then the names would be Slides\_001, Slides\_002 the underscore leaves a nice separation from the number of the file, another option is to use years

**1970\_** then the file names would be 1970\_001, 1970\_002, 1970\_003 etc.

**Use Film Index** – The software auto numbers for you

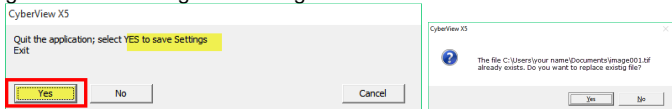


**User Define Start number** – This allows custom numbering also you can save these settings to pick up where you left off next time, to do so

select **SAVE on exit** will keep track of numbering, it will automatically start on the next slide number next in the sequence.



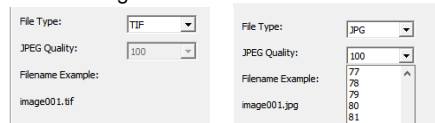
**SAVE SETTINGS on Exit** (filename, numbering etc. when closing CyberView) **ALWAYS SELECT YES to save your settings, failure to do so will result in the numbering going back to 1 and errors occurring, if the error occurs SELECT NO**, check your scanned files for the number where you left off and go back into settings and change the User Defined Start Number to the next highest number to continue scanning



**Note:** Newer models and software now save automatically on exit so this prompt will not appear

### File Type

**TIF – Uncompressed** best quality – Best used when you want to post edit the scans before burning to DVD etc. provides the most data to work with when editing



**JPG - Compressed** – Compression is advanced making the files small – compresses and discards much of the original scanned image data during the save process

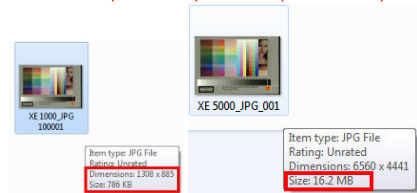
EXAMPLE an 1000 dpi, 8 bit (billions of colors) TIF image is approximately 3.83 MB, selecting the JPG 100 will give you a less than 786 kb image from that original 3.83 MB and if you select 16 bit color (trillions of colors) the TIF would be 7.87 MB vs the same 786 kb for JPG, because JPG compression does not support 16 bit color option.

For the best possible images for editing use TIF - 16 bit

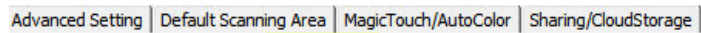
For Archiving for just burning to disk making slide shows etc. no editing involved, JPG is a good choice, Also if you scan at the maximum dpi the TIF file would be 100+ MB and the resulting JPG will be of much higher quality

**NOTE:** The scanner can only physically scan TIF images; the JPG conversion is all handled by the software, so scanning in TIF vs JPG using the same resolution settings will not result in longer scan times, only DPI settings can affect the scanning speed.

File size examples 1000 dpi vs 5000 dpi JPG file output



For configuring other settings here see the User's Manual



### Inserting Film & Slides

This model scanner is capable of batch scanning negative strips of 4 or more and roll film up to 40 frames

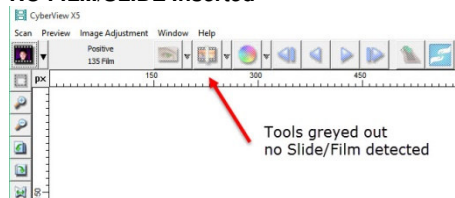
**NOTE:** Do not insert film frames with less than 4 frames as they can become lodged in the scanner and may not be removable, requiring the unit to be sent in for service.

### 35mm Film Negative strips/Rolls

These films are to be inserted EMULSION side up, this is the dull side of the film, this will result in backwards scans due to the internal design of the scanner, to have these scan correctly when using Cyberview X you MUST prescan all the frames and then select the Flip function for each individual frame, if you choose to use 3<sup>rd</sup> party scanning software “VueScan” it has the ability to perform this mirror function automatically.

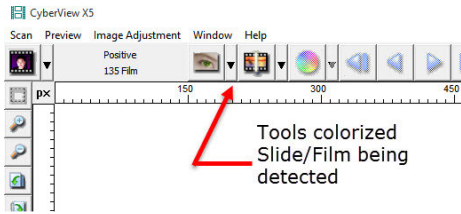
The film gets inserted into the unit about 2 frames before the automatic motor will grab and feed the strip/roll in automatically, the tool bar selections will now become active once a film of slide is inserted, and not before

### NO FILM/SLIDE Inserted



### FILM/SLIDE Inserted

Tools are now activated for use

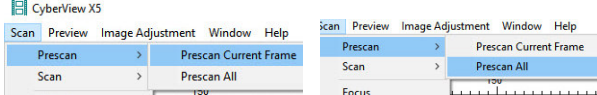


### Adjusting the first frame for proper scan alignment for the entire strip/roll

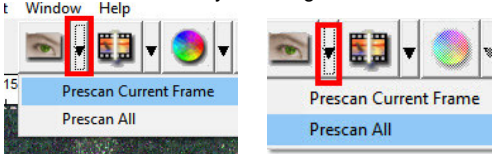
Once the film is inserted and detected you can align the frame either by viewing it through the view window on the top of the unit, or by prescanning the first frame and using the software to align the film.

To use the viewing window, look into the window to see if the negative frame is aligned in the center, if not you can use the buttons on top of the unit to make slight adjustments, by quickly pressing the button to move forward or reverse, be careful as pressing too long will cause the unit to advance/reverse an entire frame instead of making an incremental adjustment, a more accurate method would be to pre-scan the first frame

### Scan – Prescan – Prescan Current Frame or if you wish to make further adjustments to each frame manually select Prescan All



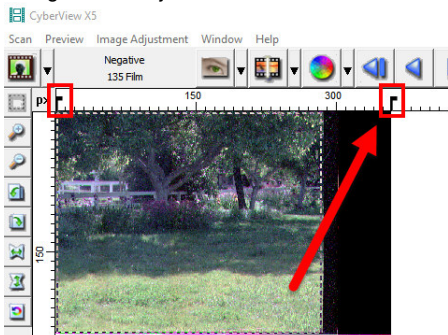
Or from the Tool bar by selecting the small down arrow beside the prescan icon and selecting **Prescan Current Frame**



Or you can choose to Prescan all if you wish to make adjustments to each image prior to scanning.

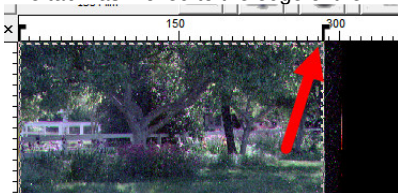
**NOTE:** When prescanning the strip, to perform the final scan the film will need to feed back through to frame #1 to begin the final scan process after the prescan, so your film will feed through the machine 3 times before completing, (1 Prescan, 2 feeding back, 3 final scan) this is not recommended if the film is in poor condition i.e. brittle or split anywhere

Using the tab adjustments on the ruler bar to align the film

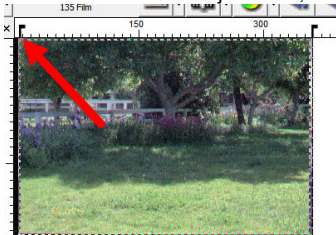


For this film example I would use the right Tab adjustment and move it to the left, once you release the mouse button the scanner motor will automatically begin re-aligning the film

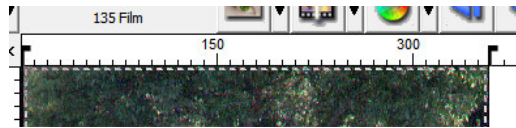
The tab was moved to the edge of the film where the image ends



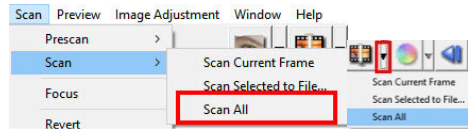
I needed a bit more adjustment, this time on the left, so using the left Tab tool I made further adjustments, to align the left side



Aligned frame



You can now proceed with a batch scan by selecting the Scan All option as the frames are now aligned, or simply select to scan this one frame to file.



**NOTE:** Some films especially certain B&W films may not feed properly due to how the film was processed during development causing the auto feed and alignment features to not function correctly, for these films you will need to prescan and manually align each frame individually.