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 or blue light to <u>come on solid</u>, indicating it is fully warmed up
2. Open CyberView X and you are ready to scan

<mark>NOTE: If the scanner sits quietly for 10-15 minutes it will go to sleep and loose connectivity</mark>

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.
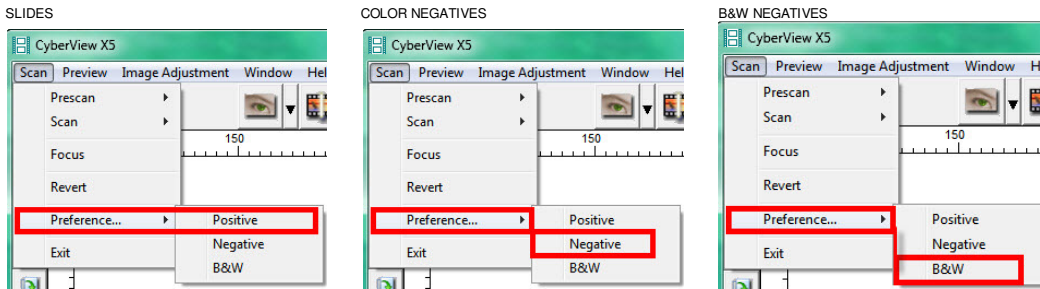

General Settings Configuration
Go to Scan – Preference – Select Film type you are scanning
**Positive** (for Color & B&W slides)
Negative (for Color filmstrips)
**B&W** (for Black & White negatives)

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
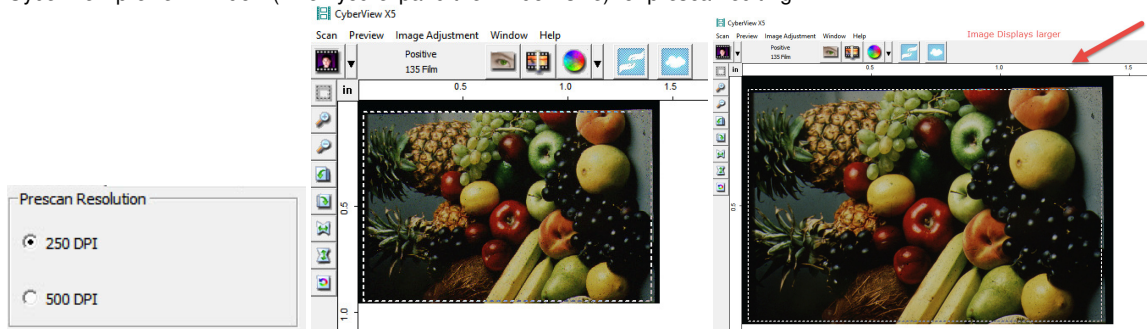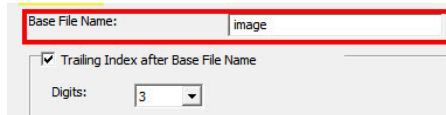

Scan to Directory – This is where the files will be saved to
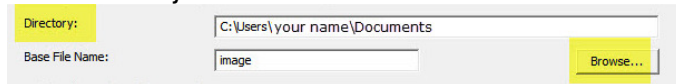
To change the Default <u>Save to location</u> select **BROWSE**

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, 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 file 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.

User Defined Start number – This allows for custom numbering also you can save these settings to pick up where you left off next time, to do so selecting **YES SAVE on exit** will keep track of numbering sequence, it will automatically start on the next slide number next in the sequence when you next open CyberView for scanning.
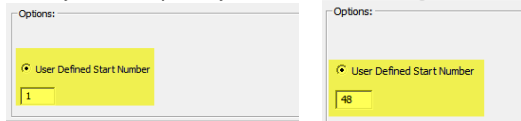

SAVE SETTINGS on Exit (filename, numbering etc. when closing CyberView) ALWAYS SELECT **YES** to save your settings, failure to do so will result in the "User Defined" numbering going back to 1 and errors occurring, if the error occurs SELECT NO you DO NO want to replace it, check the directory your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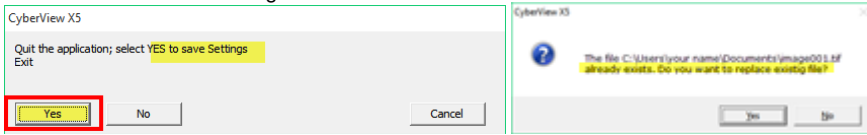
File Type

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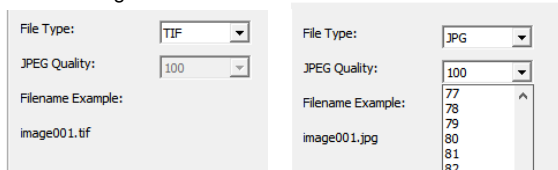
JPG - Compressed – Compression ratio is advanced making the files small – JPEG compresses and discards much of the original scanned image data during the save process

EXAMPLE: A 1000 dpi, 8 bit (billions of colors) TIF image is approximately 3.83 MB, selecting the JPG 100 option 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 post scan editing use TIF - 16 bit
For Archiving for just burning to disk making slide shows etc. no editing involved, JPG is a good choice, **NOTE:** If you scan at the maximum dpi the TIF file would be **100+ MB** and however if you select JPG 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
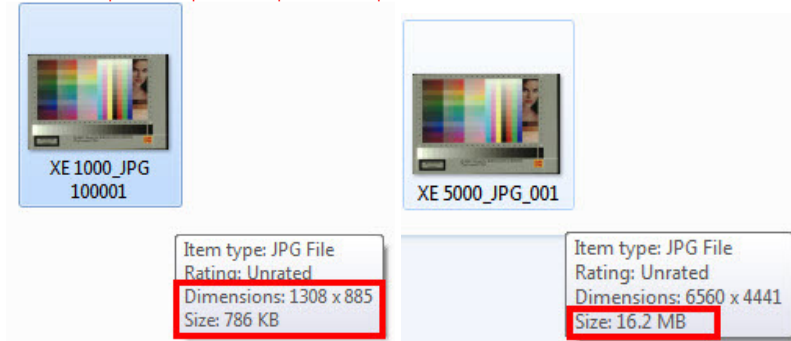
For configuring other available settings see the User's Manual