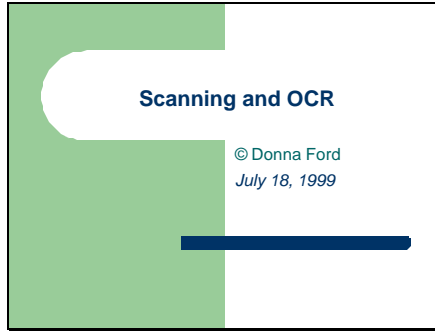


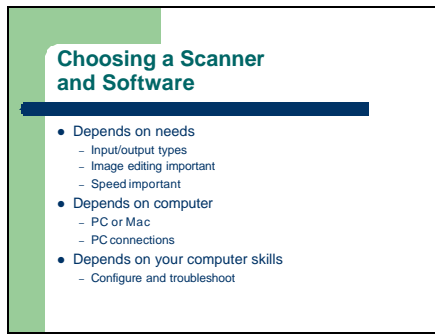
Slide 1



Scanning and OCR

© Donna Ford
July 18, 1999

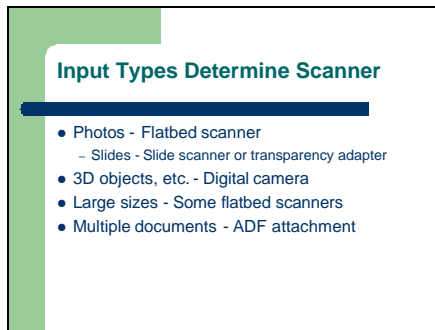
Slide 5



Choosing a Scanner and Software

- Depends on needs
 - Input/output types
 - Image editing important
 - Speed important
- Depends on computer
 - PC or Mac
 - PC connections
- Depends on your computer skills
 - Configure and troubleshoot

Slide 6



Input Types Determine Scanner

- Photos - Flatbed scanner
 - Slides - Slide scanner or transparency adapter
- 3D objects, etc. - Digital camera
- Large sizes - Some flatbed scanners
- Multiple documents - ADF attachment

Slide 7

Resolution

- Optical vs. Interpolated Resolution
- CCDs

300 dpi 600 dpi

Slide 8

Output Needs Determine Resolution

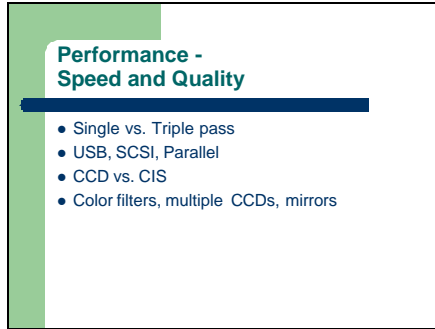
Scanner	Monitor (14 inch)	Desktop Printer	Press
Flatbed 300 -600 dpi Slide 1200 dpi	72 or 75 dpi	300, 600, 720, 1440 dpi	1200 lpi

Slide 9

Quality Colors

- Color Bit Depth
 - Black and White - 1 bit
 - Grayscale - 8 bit, 256 shades
 - Full color - 24 bit, millions of colors
- 30, 36, 48 bit Color Scanners
- Dynamic Range

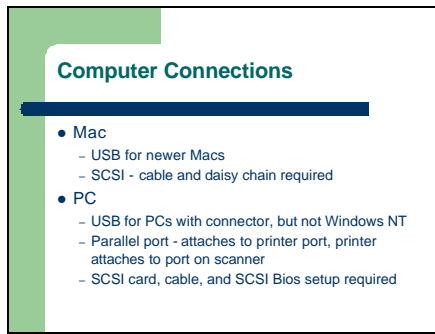
Slide 10



Performance - Speed and Quality

- Single vs. Triple pass
- USB, SCSI, Parallel
- CCD vs. CIS
- Color filters, multiple CCDs, mirrors

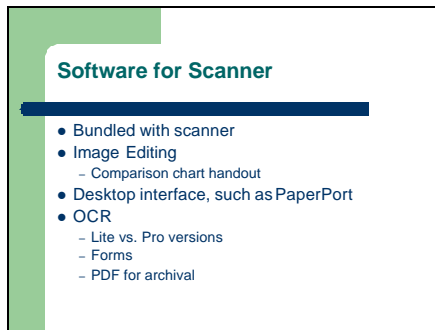
Slide 11



Computer Connections

- Mac
 - USB for newer Macs
 - SCSI - cable and daisy chain required
- PC
 - USB for PCs with connector, but not Windows NT
 - Parallel port - attaches to printer port, printer attaches to port on scanner
 - SCSI card, cable, and SCSI Bios setup required

Slide 12



Software for Scanner

- Bundled with scanner
- Image Editing
 - Comparison chart handout
- Desktop interface, such as PaperPort
- OCR
 - Lite vs. Pro versions
 - Forms
 - PDF for archival

Slide 13

Brand Recommendations

- Mac
 - UMax w/o USB
- PC
 - HP with USB for Windows 95/98 - \$300
 - Plustek for slides - \$140

Slide 14

Troubleshooting

- OCR or Image Editing software can not find scanner
 - Is it connected with power turned on? Does the scanner utility work? If YES to both, reinstall the OCR or image editing software.
- Scanner doesn't work at all
 - Download latest scanner driver from web; make sure the driver is correct for your operating system, Windows 95, 98 or NT
- TWAIN or Isis
 - Follow software recommendation