

NetDeliver @V2100 User's Manual



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AVISION

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This equipment has been tested and found to comply with the limits for a class B digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communication. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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Responsible Party: Avision Labs, Inc.

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EC Declaration of Conformity

Update with final regulations

According to EN55022 and EN55024

Manufacturer's Name: Avision Inc.

Manufacturer's Address: No. 20, Creation Road I,
Science-based Industrial Park, Hsinchu
Taiwan, ROC

Declare that the product

Model Name: NetDeliver @V2100

Conforms to the following Product Specification

Emission: EN 50081-1
EN 55022
EN 61000-3-2
EN 61000-3-3

Immunity: EN 55024
EN 60950
IEC 61000-4-2
IEC 61000-4-3
IEC 61000-4-4
IEC 61000-4-5
IEC 61000-4-6
IEC 61000-4-8
IEC 61000-4-11

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1 Getting Started

Precautions

- Keep the machine out of direct sunlight. Direct exposure to the sun or excessive heat may cause damage to the unit.
- Do not install the machine near heating or air conditioning units.
- Do not install the machine in a humid or dusty place.
- Be sure to use the proper AC power source.
- Only use the AC adapter (model name ADP-50ZB made by Delta Electronics, Inc.) included with the machine. Using other AC adapters may damage the machine and void the warranty.
- Place the machine securely on an even, flat surface. Tilted or uneven surfaces may cause mechanical or paper-feeding problems.
- Retain the box and packing materials for shipping purposes.

Introduction

Thank you for purchasing the Avison NetDeliver @V2100, an internet appliance. The NetDeliver @V2100 offers an unprecedented document delivery technology, transmitting paper documents electronically over the internet and intranet. With @V2100, you have power to instantly send your business document to designated recipients at any place in the world. When you apply the @V2100 to your work, you no longer need to run to a copy center for making copy and someone's computer for filing document, not to mention wasting cost and time in the postal mail method.

Best of all, with the addition of a laser printer and a server, the @V2100 is able to perform digital copying and filing. This innovation provides business users with a cost-saving way to upgrade regular office equipments to an internet appliance, and to consolidate business-to-business e-Commerce.

Features

E-mail Forwarding:

Connected to an Ethernet network and a SMTP server, the @V2100 allows you to transmit document(s) over the internet via email. With a touch of the e-mail button and the selection of your recipients' e-mail addresses, the document(s) is/are first scanned and converted into an image file, and then transmitted to remote recipients within minutes.

Filing Document:

The @V2100 allows you to send your documents to a server or a personal computer's file folder over intranet with FTP, HTTP, or CIFS protocol.

Such a filing management frees up your desk space and delivery time because only one machine is shared by many users.

Digital Copying:

Connected to a color or black and white laser printer, the @V2100 becomes a digital copier. With an intuitive control panel, making digital copy becomes fast and easy.

Multiple Pages Sending:

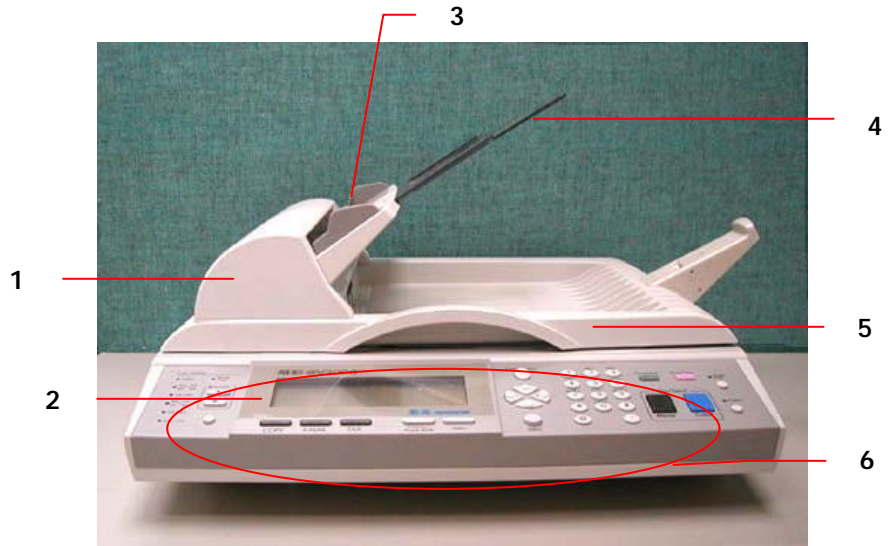
With the built-in Auto Document Feeder, the @V2100 allows a stack of 25 page document(s) to be continuously scanned at one time in reliable quality, so as to increase your efficiency.

Address Book/Folders Managing:

The @V2100 provides a convenient way to manage the address and file folders. Simply by typing the machine's IP address in the URL field of your browser, the @V2100 web page will be prompted. This web page allows the administrator to create a list of e-mail addresses and filing folders and password for security purpose.

External View

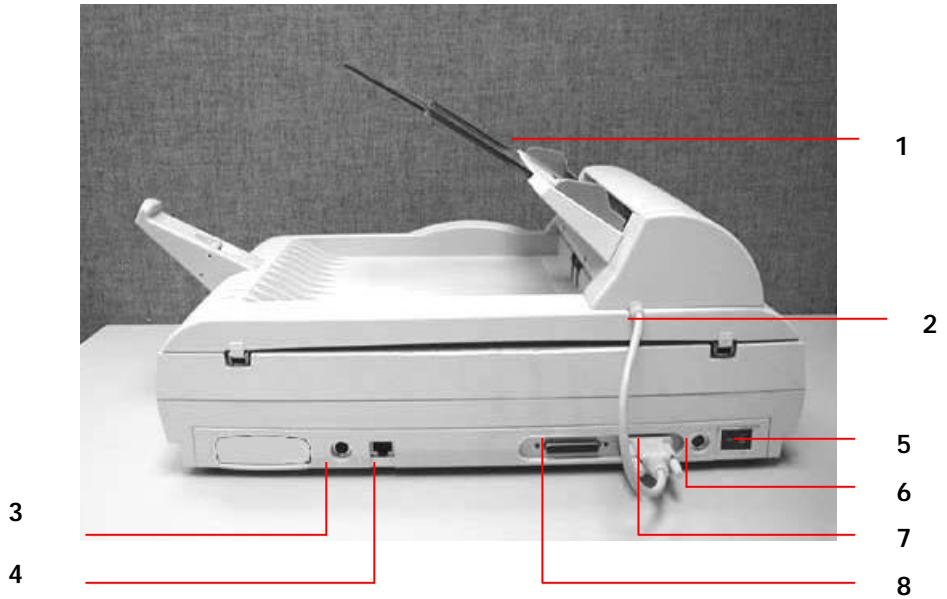
THE FRONT VIEW



1. ADF Front Cover
2. LCD-display
3. ADF Paper Tray

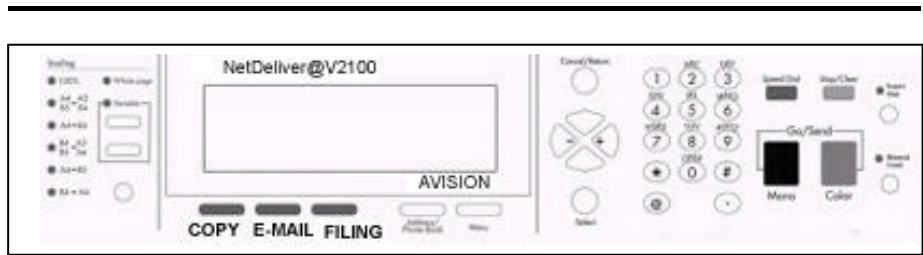
4. ADF Paper Support
5. Document(s) Cover
6. Control Panel

THE REAR VIEW



- | | |
|-----------------------|-----------------|
| 1. Paper Feed Tray | 6. Power Jack |
| 2. ADF Cable | 7. ADF Port |
| * 3. Keyboard Port | 8. Printer Port |
| 4. RJ-45 Network Port | |
| 5. Power Switch | |

Control Panel



Part A

Part B

Part C

Part D

Part A: Scaling Area:

Used to reduce document(s) down to 25% or enlarge it up to 400%.

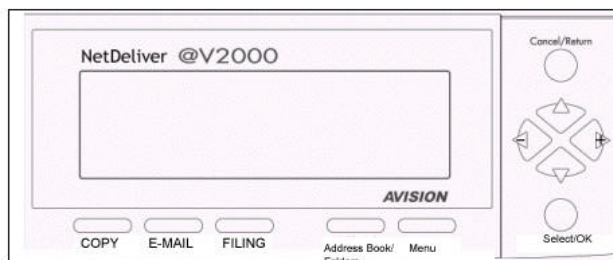
Scaling

<input checked="" type="radio"/> 100%	<input checked="" type="radio"/> Whole page (93%)		
(144%) <input checked="" type="radio"/> A4 → A3 B5 → B4	<input checked="" type="radio"/> Variable		
(122%) <input checked="" type="radio"/> A4 → B4	<input type="button" value="▲"/>	1	
(115%) <input checked="" type="radio"/> B4 → A3 B5 → A4	<input type="button" value="▼"/>	2	
(86%) <input checked="" type="radio"/> A4 → B5			
(81%) <input checked="" type="radio"/> B4 → A4	<input type="button" value="○"/>	3	


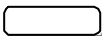
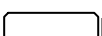
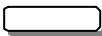
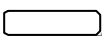

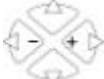


1. Increase scaling in 1% increment
2. Decrease scaling in 1% Decrement
3. Select scaling from the preset percentage

Part B: LCD-display & Function Keys:

Used to display current operation and select key working mode.



Function Keys and others:

 COPY	Press to use the Copy function.
 E-MAIL	Press to use the email function.
 FILING	Press to use the filing function.
 Address Book/Folders	Press to select an email address from an address book or folder name from a folder book.
 Menu	Press to setup the machine.
 Cancel/Return	Used to cancel previous input.
	Used to move to up/down/left/right.
	Used to move to the left or to delete last input.
 Select/OK	Used to select your command.

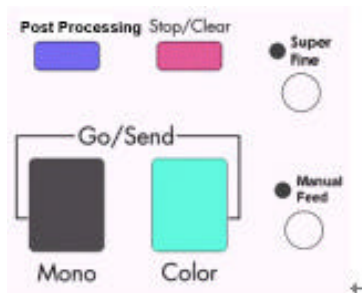
Part C: The Numeric/Character Keypad:







Used to enter the network parameters or copy page number.



Part D: Start & Other Keys:

Used to select scanning resolution and start sending or copying document(s).



	(This function is temporarily reserved for the future usage.)
	Used to stop sending process or clear previous operation.
	Stands for Super Fine. Used to enhance scanning resolution.
 Mono	Used to scan and send document(s) in black and white.
 Color	Used to scan and send document(s) in color.
 Manual Feed	Used to disable multi-batch document linkage during scanning.

Pre Installation Information

The @V2100 has to be setup properly on your network to perform email and filing functions. The following network parameters have to be set. For required information and LAN connection, please contact your network administrator.

Important !

Make a copy of the following table and ask your Network Administrator to complete the information.

1. IP Address:	. . .
2. Subnet Mask:	. . .
3. Gateway IP:	. . .
4. SMTP Server:	. . .
5. Filing Server:	. . .
6. NTP Server:	. . .

Note: "*" requests an IP address you must fill.

Explanation of contents:

1. *IP Address: The Internet Protocol (IP) address assigned to your machine by your network administrator.
2. Net Mask: The net mask address assigned by your network administrator.
3. Gateway IP: The gateway IP address assigned by your network administrator.
4. *SMTP Server: The IP address of your SMTP Mail Server assigned by your network administrator.
5. Filing Server: The IP address of your filing server. (so far unavailable)
6. NTP Server: The IP address of your *NTP server.

- Note:
1. ***IP Address:** An IP (Internet Protocol) address uniquely identifies a host connection to an IP network. System administrator or network designer assigns the IP address. The IP address consists of two parts, one identifying the network and the one identifying your node.

The IP address is usually written as four numbers separated by periods. Each number can be zero to 255. For example, 10.1.30.186 could be an IP address.

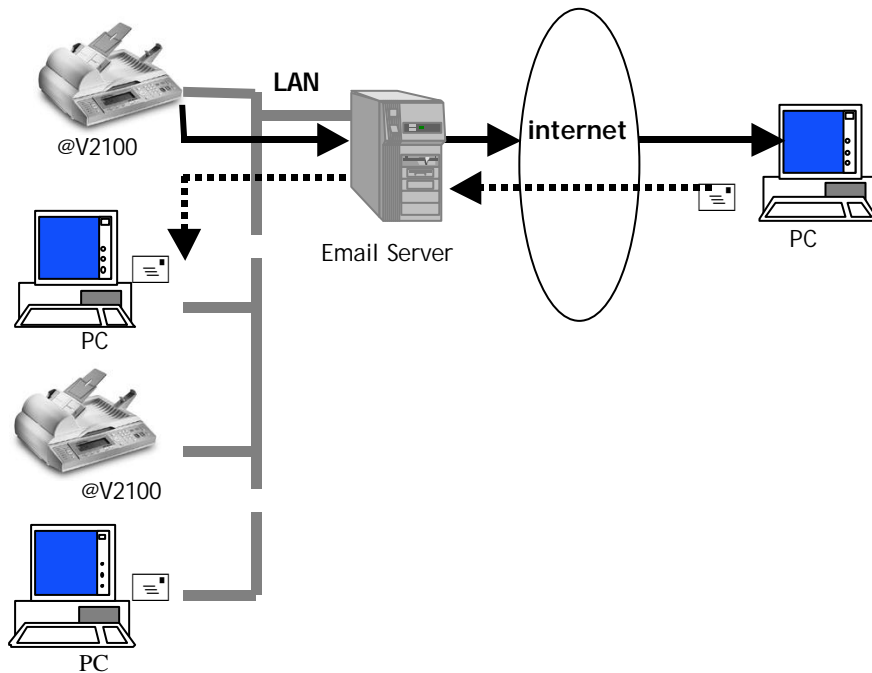
2. ***SMTP:** Stands for Simple Mail Transfer Protocol. It is the main communication protocol used to send and receive email on the Internet.
3. ***NTP:** Stands for Network Time Protocol. It is the main time protocol used on internet.

Internet Communication Features

EMAIL FORWARDING

The @V2100 allows you to transmit document(s) over the Internet via email. The document is first scanned and converted into a jpeg-formatted or a pdf-formatted file, and then transmitted to a remote recipient as an attachment to an email.

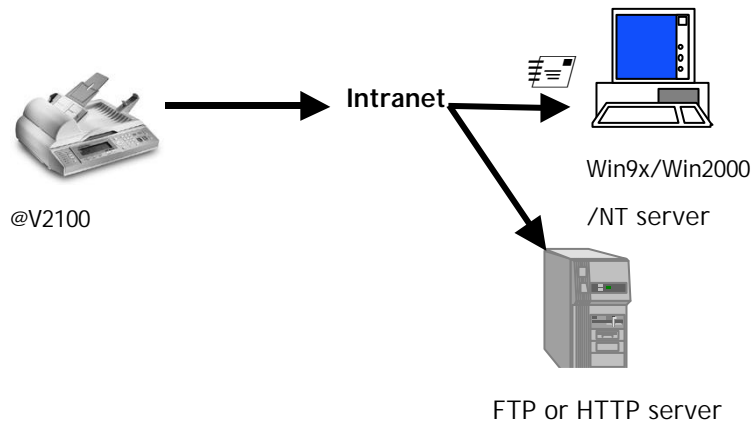
When you send an email to someone via the @V2100, the @V2100 uses Simple Mail Transfer Protocol (SMTP) to transfer your outgoing mail to your SMTP mail server, and then to send your mail to the Internet.



FILING DOCUMENT TO A SERVER

Filing document over intranet:

Through the intranet with FTP,HTTP,CIFS,or DIMS protocol, the @V2100 allows you to put document directly to a designated server or personal computer's file folder in one of these compressed formats, pdf,tiff,and jpeg. CIFS is the sharing system of Microsoft Windows. DIMS is the special protocol,by which the @V2100 supports Post Processing, and is also applied to document management software like Formosoft's Document Imaging Management System. What's unique about this filing function is to let entire corporate users share one machine to send documents to each desired file folder on a designated server or individual computer. Don't need to go back to office desk to use those stone-age scanners, copiers , image-compressed software ,etc.. Your office desk space will not be occupied by too many electronic devices, and working time and production cost are definitely reduced due to the efficient use of corporate intranet.



2 Setting up Your Machine

Minimum Configuration Requirements

To make the best of the @V2100, the following configuration is required:

To send emails from the @V2100:

- TCP/IP network
- A SMTP server

To file document(s) via intranet

- FTP, HTTP, CIFS, or DIMS Protocol environment
- Windows 9x, Windows NT, Windows 2000, HTTP, or FTP server

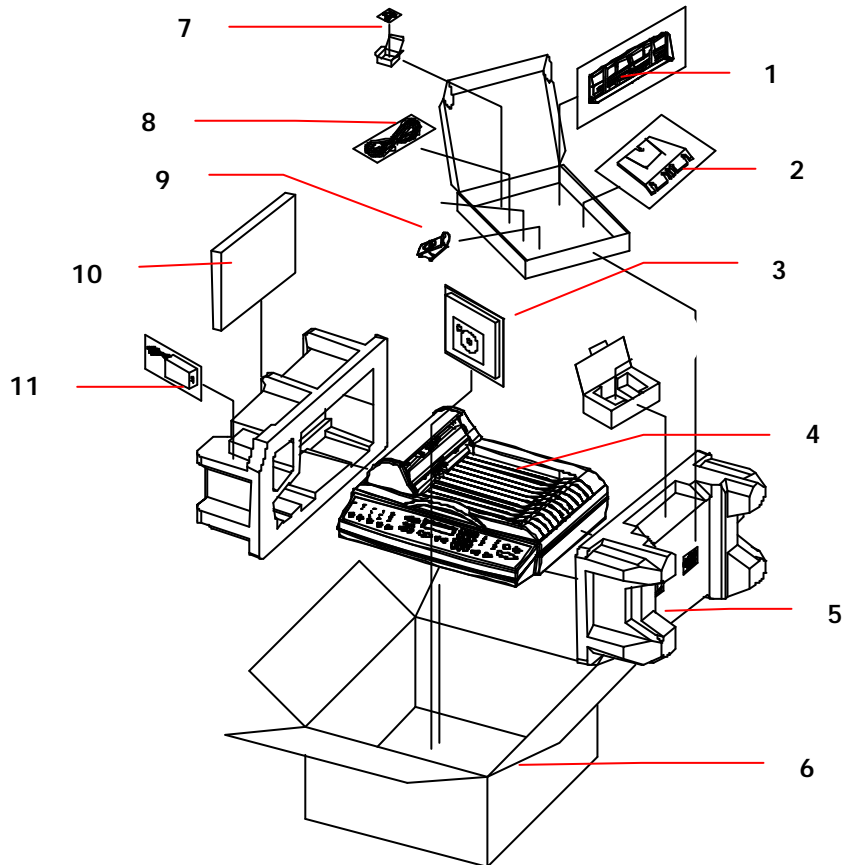
To make copies from the @V2100:

- A PCL-compliant laser printer

Note: If you are not familiar with these terms, contact your network administrator to set up the @V2100 on your network properly.

Checking Package Contents

Unpack the box and check its components. If there is any item missing, contact your dealer immediately.

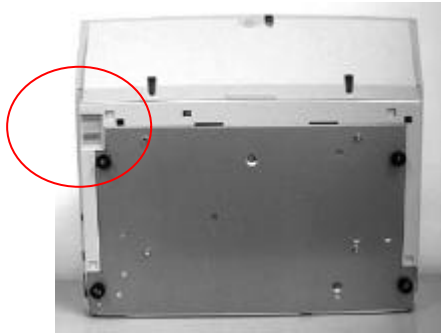


- | | | | |
|----|----------------------------|-----|---------------|
| 1. | Paper Feed Tray | 8. | Power Cord |
| 2. | Paper Support | 9. | Paper Stopper |
| 3. | User's Manual, Quick Guide | 10. | Keyboard |
| 4. | @V2100 Main Body | 11. | Power Adapter |
| 5. | Cushion | | |
| 6. | Carton | | |
| 7. | ADF Pad | | |

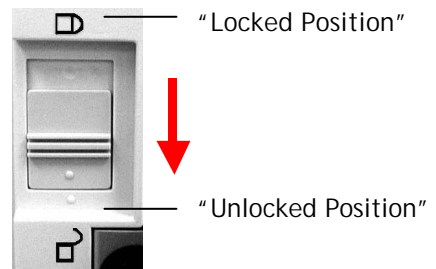
Unlocking the Scan Unit

The scan unit is locked during transport to protect the scanning mechanism from being damaged. ***Be sure to unlock the scan unit before using the machine.***

1). Locate the lock switch underneath the machine.



2). Move the lock switch to the "unlocked position".



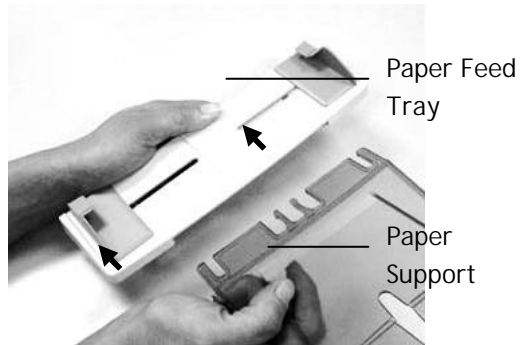
Note:

If you need to move your @V2100 for repair or any other reason, be sure to lock your @V2100 before moving. To lock your @V2100, please do the following,

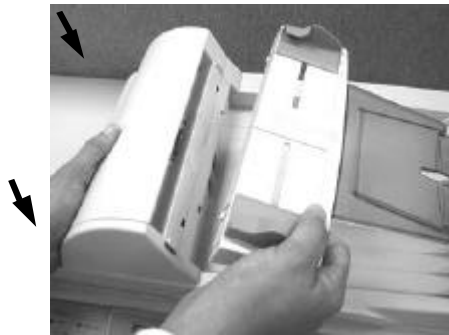
1. Turn off your @V2100.
2. If the scanning head is not located at the front of the glass, turn the @V2100 on to return the scanning head to the front of the glass. After the scanning head is returned to the home position, turn the power supply off.
3. Move the lock switch to the "Locked Position".

Installing the Paper Feed Tray

- 1). Attach the Paper Support to the Paper Feed Tray.



- 2). Then, attach the Paper Feed Tray to the machine.



Connecting the Cables

CONNECTING THE ETHERNET CABLE

1. Connect one end of your Ethernet LAN cable to an available port of your Ethernet Hub.



2. Connect the other end to the network port at the back of your @V2100.



CONNECTING THE KEYBOARD CABLE

1. Connect the cable of the keyboard to the PS2 port at the back of the @V2100.



CONNECTING THE PRINTER CABLE

1. Connect one end of the printer cable (not included) to your printer.
2. Connect the other end to the printer port of your @V2100.



CONNECTING THE ADF CABLE

Connect the ADF (Auto Document Feeder) cable (attached to the document(s) cover) to the ADF port at the back of the @V2100.



CONNECTING THE POWER AND TURNING ON THE MACHINE

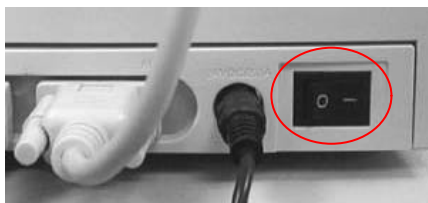
1. Press the power switch to the "0" position to turn off the @V2100.
2. Connect the small end of the power cable to the power port of your @V2100.



3. Connect the other end to an appropriate power outlet.



4. Press the power switch to the "I" position to turn on your @V2100. After showing the warming up message, the LCD display prompts the Copy ready status (present) as shown below.



Note: You can leave your @V2100 ON at all times since the @V2100 is designed with a power saving function. If the @V2100 is idle for four hours, it automatically shuts off the scanning lamp.

Setting up Your Network Parameters

Before using the @V2100, please setup the @V2100 properly on your network to perform email and filing functions. The following network parameters have to be set. For required information and LAN connection, please contact your network administrator.

To set up the network parameters via the control panel,

1. After turning on the @V2100, press the **Menu** button and then the **Network Configuration** item to prompt the **Network Configuration** screen (see below) in the LCD-display.

1. IP Address:	. . .
2. Net Mask:	. . .
3. Gateway IP:	. . .
4. SMTP Server:	. . .
5. Filing Server:	. . .
6. *NTP Server:	. . .
7. Save & Exit:	
8. Exit:	

The Network Parameter Settings

2. Consult your network administrator for the network parameters and enter them respectively.
3. Use the ▼ key to scroll the **Save & Exit** menu and press the **Select** button to save your setting.

Note:

1. *NTP Server: Stands for Network Time Protocol. To set the correct clock on the @V2100, it is recommended to fill in the IP address of your NTP server. For your information, following IP addresses of the NTP servers can be accessed. Simply choose one of them and fill the IP address in the NTP server field on the Network screen.

Country	Host Name	IP Address
Australia	ntp.cs.mu.OZ.AU	128.250.36.2
Canada	clock.uregina.ca	142.3.100.2
Swiss	swisstime.ethz.ch	129.132.2.21
Germany	ntp0.fau.de	131.188.34.75
France	canon.inria.fr	192.93.2.20
Hong Kong	clock.cuhk.edu.hk	137.189.6.18
Japan	clock.nc.fukuoka-u.ac.jp	133.100.9.2
USA	ntp.alaska.edu	199.165.76.11

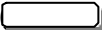
2. To set the clock for the @V2100, in addition to entering the IP address of the NTP server, you are requested to choose the appropriate time zone in your area in the "Date/Time" field. To choose the appropriate time zone, please press the "Menu" and then "General" buttons on the Control Panel, then select your time zone in "Time Zone" field. Once you are done, the @V2100 is able to reflect the accurate local date and time each time the machine is powered on.

3 Administration



This chapter describes how to perform the administrator activities either on the control panel or on the @V2100 web page.

The access to the administrator activities is blocked by the administrator password. It is recommended that an administrator create a password before performing these activities.

To Administer the setting screen via the LCD-display

1. Press the **Menu** button (). The Setting screen appears as below.
Menu

- | |
|---|
| <ol style="list-style-type: none">1. General2. Network Configuration3. Copy4. E-Mail5. Filing6. Post Processing7. Function Buttons8. Administrator |
|---|

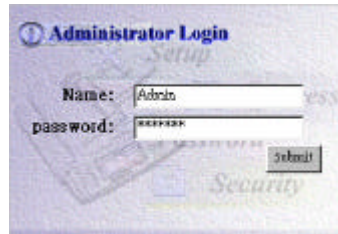
2. Use the  or the  key to move between the menus.
3. For the contents of each menu, please see the subsequent section, *Summary of Administrator Activities*.

To Administer the @V2100's Web Page

1. Start your browser, either Netscape 4.0 or the I.E. 4.0.
2. Type the IP address of your @V2100 in the URL field of your browser. The @V2100 web page appears.



3. Click on **Administrator** to prompt the **Administrator Login** dialog.



3. Enter your name and password and click **Submit**. The Setting screen appears as below.



4. For the contents of each menu, please see the subsequent section, *Summary of Administrator Activities*.

Summary of Administrator Activities

Configuration Settings	Description
Setup Menu	
General	
Device Name	Displays the model name.
Date/Time	Current date and time.
Time Zone	Based on Greenwich Mean Time(GMT).
Network Configuration	
IP Address	IP address of your @2000.
Subnet Mask	The IP address of your subnet mask.
Gateway	The IP address of your gateway.
SMTP Server	IP address of your SMTP Server.
NTP Server	IP address of your NTP server.
Copy	
Printer Name	PCL printer
Paper Type	Plain paper
Paper Size	Choice: Letter, A4, Legal
E-Mail	
Default Subject	Default text for the Subject field in email messages from the @2000. Up to 64 characters are allowed. The default subject is used only when users fail to enter anything in the Subject field in email message from the @V2100.
B/W File Format	File format for documents to be sent in black and white via e-mail from @V2100. Choice: PDF or TIF
Color File Format	File format of the color documents to be sent in color via e-mail from @2000. Choice: TIF, JPG, and PDF
Fine Resolution for B&W	The scanning resolution you choose to scan from the @2000. Choice: Fine (75 dpi, 100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi)
Super Fine Resolution for B&W	The enhanced scanning resolution you choose to scan from the @V2100. S. Fine (100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi)
Fine Resolution for Color	The scanning resolution you choose to scan from the @2000. Choice: Fine (75 dpi, 100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi)
Super Fine Resolution for Color	The enhanced scanning resolution you choose to scan from the @V2100. S. Fine (100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi)

Activities	Description
Setup Menu	
E-Mail	
Document Type	The contents for your document. Choice: Text and Photo
Compression Rate	The compression level for the documents you send from the @V2100. Choice: Low, Medium, and High
Filing	
File Name Prefix	The file name for filing a document without extension. Using #Y#H#M#D#h#m#s makes file name change as time goes. (Y(y),H(h),W(w),D(d),M,m,and S represent year, hour, week, date ,month, minute, and second respectively.)i.e., Myfile#m#s lets the file name show minutes and seconds at the last part of file name like Myfile1120, Myfile1260,etc..
B/W File Format	File format for documents to be sent in black and white via e-mail from @V2100. Choice: PDF or TIF
Color File Format	File format of the color documents to be sent in color via e-mail from @2000. Choice: TIF, JPG, and PDF
Fine Resolution for B&W	The scanning resolution you choose to scan from the @2000. Choice: Fine (75 dpi, 100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi)
Super Fine Resolution for B&W	The enhanced scanning resolution you choose to scan from the @V2100. S. Fine (100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi)
Fine Resolution for Color	The scanning resolution you choose to scan from the @2000. Choice: Fine (75 dpi, 100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi)
Super Fine Resolution for Color	The enhanced scanning resolution you choose to scan from the @V2100. S. Fine (100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi)
Document Type	The contents for your document. Choice: Text and Photo
Compression Rate	The compression level for the documents you send from the @V2100. Choice: Low, Medium, and High
Function Buttons	
Button #1-6	Set the most frequent cover message for the Fn#1~6 keys in the supplied PS2 keyboard.

	Choice: Copy, E-mail, Filing
Address Book Menu	
Email	The email address sets for the @V2100. Up to 2000 email addresses are available to be set. After an email is sent, an auto-saving function will show up a dialog screen to ask the user whether to keep the sent address on the @V2100. Menus: Add, Delete, and Modify
Group	The group of more than one email addresses. Up to 50 groups can be set. Up to 99 e-mails can be set in one group. Menus: Add, Delete, and Modify
Folder	
Folders	At most 50 empty folders are available.
Activities	
	Description
User Profile	
Local User	Create and display registered users of this machine if “ Enable Security For Email ” or “ Enable Security For Fax ” is checked. Menu: Add, Delete, and Modify
Administrator	
Login Name	The login name for the administrator. If the administrator wishes to change current name, enter new login name in the field. Note: The login name is case-sensitive and allows up to 16 characters.
Enter New Login Name	New login name for the administrator if the administrator wishes to create a new one. Note: The login name is case-sensitive and is up to 8 characters.
Verification	Confirmation of the new login name.
Administrator’s E-Mail Address	The email address for the administrator. Update administrator’s email address in this field.
Enter New E-Mail Address	New e-mail address for the administrator if the administrator wishes to create a new one. Note: Up to 64 characters can be set in the e-mail address.
Verification	Confirmation of the new e-mail address.
Password	Current password for the administrator. If the administrator wishes to change current password, double click Password to prompt Change Password dialog.
Enter Previous password	Previous password for the administrator.

Enter New Password	New password for the administrator if the administrator wishes to create a new one. Note: Up to 8 characters are allowed.
Verification	Confirmation of the new password.
Enable Security for Emails	Scroll to Yes to prevent any non-registered users from sending emails on the @V2100. In 3 minutes after a user logs in the @V2100 and sends an email, the security system will be enabled. During the 3 minutes before the security system is enabled, anyone can use the machine. Press the Logout button if you want any non-registered user to be unable to use the machine during this 3-minute period.
Enable Security for Filing	Scroll to Yes to prevent any non-registered users from sending a file on the @V2100. In 3 minutes after a user logs in the @V2100 and sends a file, the security system will be enabled. During about 3 minutes before the security system is enabled, anyone can use the machine. Press the Logout button if you want any non-registered user to be unable to use the machine during this 3-minute period.
Add New Folder After Filing	Scroll to Yes to add the new filing folder to the folder book.
Add "To" Address After Sending	Scroll to Yes and a dialog appears, asking you if you need to add the new email address into the address book after sending your document(s).

Activities	Description
Administrator Menu	
E-mail Default From	Default e-mail address for the From field in email message from the @V2100. Up to 64 characters are allowed. The default address is used only when users fail to enter anything in the Form field in email message from the @V2100.

4 Managing the Address Book

Avision Java-Manager is a convenient browser-based tool to manage the address book of the @V2100 remotely. Since only the administrator can manage the address book, it is highly recommended that the administrator read this chapter before using the @V2100.

Managing Your E-mail Address Book

ADDING AN E-MAIL ADDRESS

To add an e-mail address,

1. Start your browser, Netscape Communicator or Microsoft I.E.
2. Type your IP address in the URL field.
for example, `http://xxx.xxx.xxx.xxx`

The Avision @V2100 web page appears as shown below.



Note: The web page is best viewed at a 1024 x 768 dpi resolution.

3. Press the **Administrator** button to prompt the **Login** dialog.



4. Enter the name and password of the administrator and press the "Submit" button. The **Administrator** screen appears.



5. Press "@address" to prompt the **Address Book** dialog.



6. Press the **E-mail** icon and choose "Add" to prompt the **Add A New E-mail Address** dialog.



7. Enter a local user's name ,password ,and email address ,and click "**Continue**" for the next input or "**Finish**" to temporarily save the latest data and return to the main screen.
8. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.



MODIFYING E-MAIL ADDRESSES

To modify e-mail addresses,

1. Repeat Step 1 to Step 5 from the previous section, *Adding E-mail Addresses*. The Address book dialog appears.



2. Click the **E-mail** icon and choose the address you want to modify from the list. A Modify E-mail address dialog appears.



3. Modify your address.
4. Click **Update** to temporarily save the latest data ,or **Cancel** to exit.
5. Click **save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

DELETING E-MAIL ADDRESSES

To delete e-mail addresses,

1. Repeat Step 1 to Step 5 from the previous section, *Adding E-mail Addresses*. The Address Book dialog appears.



2. Click the **E-mail** icon on the top and choose the addresses you want to delete from the list.
3. Click "**Delete**" to erase the address. A warning message appears to confirm your deletion. Click **OK** to confirm or **Cancel** to exit.
4. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

Managing Your Groups

ADDING NEW GROUPS

To add new groups,

1. Repeat Step 1 to Step 5 from the previous section, *Adding E-mail Addresses*. The Address book dialog appears.



2. Click the **Group** icon and choose "Add" to prompt the **Add A New Group** dialog.



3. Enter your group name.
4. Choose the address from the right side and click ← to add to the group.

5. Click "**Continue**" for the next input or "**Finish**" to temporarily save the latest data and return to the main screen.
6. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

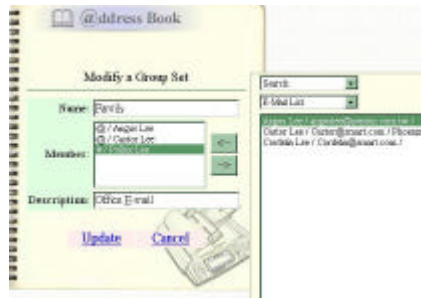
MODIFYING GROUPS

To modify groups,

1. Repeat Step 1 to Step 5 from the previous section, *Adding E-mail Addresses*. The Address book dialog appears.



2. Click the **Group** icon on the top and choose "**Modify**" to display the **Modify A Group Set** dialog.



3. Choose one member you want to delete from the group and click the → key to delete or insert a new member from the current addresses by choosing the address on the right side and clicking the ← key to insert to the group.
4. Click **Update** to temporarily save the latest data ,or **Cancel** to exit.
5. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

DELETING GROUPS

To delete groups,

1. Repeat Step 1 to Step 5 from the previous section, *Adding E-mail Addresses*. The Address Book dialog appears.



2. Click the **Group** icon and choose the group name you want to delete from the list.
3. Click **Delete** to erase the number. A warning message appears to confirm your deletion. Click **OK** to confirm or **Cancel** to exit.
4. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

Note: A Group can be a combination of several email addresses.

5 Managing Filing Folders

ADDING NEW FOLDERS

To add a new folder,

1. Repeat Step 1 to 4 from the previous chapter ,and click **Folder** icon to show up **Favorite Folder** dialog as shown below:



2. Click **Add** to prompt the **Favorite Folder** dialog.



Fill/choose your favorite items on the above dialog by referring to the following direction:

Folder Name: Name a folder to hold all set-up information.
(Note: The folder names can not be repeated.)

Protocol: includes FTP, HTTP, and CIFS.

Server: the IP address of a server.

Directory: The directory path of the designated filing server.

The rule of how to write the path depends on Protocols.

FTP and HTTP: Begin with the root directory without slash line.

Example: **FILINGFOLDER /image file**

CIFS: MS Windows' UNC naming method is applied. Begin with server name with double slash lines added at the front.

Example: \\YourComputer\ FILINGFOLDER

User Name: Login name of the filing server.

Password: Login password to enter the filing server.

3. Click "**Continue**" for the next input or "**Finish**" to temporarily save the latest data and return to the main screen.

4. Click **Save** to permanently save all the latest data on the @V2100,

or

Exit to leave without saving any latest data.

MODIFYING FOLDERS

To modify a folder,

1. Repeat Step 1 in the previous section, the Favorite Folder's main screen appears, as below:



2. Click **Modify** to prompt Favorite Folder dialog screen as below:



Now, refer to the previous section to modify your folder content.

3. Click **Update** to temporarily save the latest data, or **Cancel** to exit.
4. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

DELETING FOLDERS

To delete a folder,

1. Repeat Step 1 in the previous section, the Favorite Folder's main screen appears, as below:



2. Click the **Delete** icon and choose the folder name you want to delete from the list.
3. Click **Delete** to erase the number. A warning message appears to confirm your deletion. Click **OK** to confirm or **Cancel** to exit.
4. Click **Save** to permanently save all the latest data on the @V2100,
or
Exit to leave without saving any latest data.

6 Operation

With an intuitive control panel, the @2000 is designed to be easy-to-use. Basically, operating the @V2100 takes three simple steps:

1. Load your paper either in the ADF or on the glass.
2. Type or select your recipient's destination.
3. Press the "**Mono**" button or the "**Color**" button to execute the command of filing , copying, and E-Mailing your documents

The following sections describe in detail the prerequisites you should know and the advanced features on how to send your document(s) ,make copy, and file document with the @V2100.

Loading Paper

The @2000 can scan and send document(s) either in the ADF (Automatic Document Feeder) or on the glass. If you need to send multiple pages, please load your papers in the ADF. The ADF can hold up to 30 pages at one time. If you need to send pages from books, newspaper clippings, or paper with wrinkles or curls, please place your paper on the glass.

NOTICE ON USING THE ADF

Before using the ADF, please make sure that your paper meets the following specifications:

- Document(s) can range in size from 4.5 by 5.5 inches to 8.5 by 14 inches (Legal).
- Document(s) can range in weight from 14 to 28 lbs (0.002" to 0.006").
- Document(s) should be square or rectangular and in good condition (not fragile or worn).
- Document(s) should be free of curl, wrinkle, tears, wet ink, or punch holes.
- Document(s) should be free of staples, paper clips, paper sticky notes.
- Keep the glass clean without document placed on it.

**** To transmit irregular types of document(s), place the document(s) on the glass or make a copy first and then transmit the copy instead.**

PLACING DOCUMENT(S) IN THE ADF

1. Make sure your document is free of staples, paper clips and is not tore out.
2. If you have multiple pages, fan your document(s) to avoid occasional paper jam. The ADF holds up to 30 pages at one time.



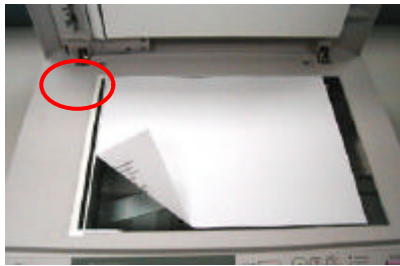
3. Place your document(s) with the text **FACE UP** in the ADF and make sure that the top of the pages is fed in first.



4. Adjust the Paper Guides to center the document(s) in the ADF.


PLACING DOCUMENT(S) ON THE GLASS

1. Open the document(s) cover to reveal the glass.
2. Place your document(s) with the text **FACE DOWN** on the glass and align the document(s) in the upper-right corner of the glass.



3. Close the document cover.

Sending Emails

1. Place your document(s) face up in the ADF or face down on the glass.
2. Press the  key. The LCD displays the Email screen.


From:	
Subj:	
To:	
CC:	
BCC:	
Memo:	

You can temporarily select your scanning resolution between **Fine** (75 dpi, 100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi) and **Super Fine** (100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi) by pressing the **Menu** button and selecting **E-mail** then **Fine Resolution** or **S. Fine Resolution**.

3. Enter your email address manually with the keyboard.


Or select the email address from the address book via the



button and press the  button.

Select/OK


4. Enter your e-mail message with the keyboard.

5. Press the  key to send your document(s) in black and white.

Or press the  key to send your document(s) in color.

The LCD displays the scanning progress on the sending of your document(s) via email.

<Scanning>	100%
< Image Transferring>	

- Note:
1. You can send your document to e-mail addresses simultaneously.
 2. If the "Enable Security for Email" box has been checked, you have to enter the password to access the e-mail forwarding function.
 3. If you make a mistake during the process, press the ^{Stop/Clear}  key to cancel and return to the factory default settings.
 4. If you have stopped typing in the From, Subject, To, CC, or BCC fields for three minutes, the LCD-display automatically clears what you have typed.
 5. Up to 18 lines of text on the LCD-display (each line includes 34 characters) can be shown in the Memo field.

Making Copy

BEFORE MAKING COPY

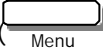


Before making copy through the control panel, please do the following:

1. Make sure that your printer supports PCL or Postscript printer language.
2. Check if your printer has been properly connected to the @V2100.



CHOOSING PRINTER MODEL

Please note that your @V2100 can be connected with various brands of laser printers as long as they are PCL- or PostScript-compliant. To ensure that the printing function works properly, a printer profile for the designated printer has been included in the machine. However, if you replace your current printer with another one, you need to download the printer profile for the new printer. Choose then the correct printer model in the LCD-display on your @V2100.

To select the printer model,


1. Press the **Menu** button () on the Control Panel.
2. Press the  key to scroll down to the **Copy** menu and press the **Select** button (). The Copy menu appears.


- | |
|---|
| <ol style="list-style-type: none">1. Printer Name:2. Paper Type:3. Paper Size: |
|---|

3. Choose **Printer Name** and then press the  key to scroll to your new printer model and press the **Select** button ().


BASIC OPERATING STEPS

To make simple copy,

1. Place your document(s) either in the ADF or on the glass.
2. Press the  key to send your document(s) in black and white.

Or press the  key to send your document(s) in color.
The LCD displays the scanning progress of the printing of your document(s) from your printer.

<Scanning>	100%
<Image Transferring>	

Note: If you make a mistake during the transmission process, press the  key to cancel and return to the factory default settings.

PRINTER COMPATIBILITY LIST

Before using the copy features, make sure that you have connected a color or black and white laser printer to your @V2100.

Please also note that the @V2100 can be connected to various brands of laser printers as long as they are PCL-compliant (it even supports some PostScript printers). The supported printer table is listed as below:

Brand Name	Model
Tektronix	Phase 740/Phaser 750
Mita	Ci 1100
HP	4500/5000L
Kyocera	FS-3750/5900/FS-9000/FS-1800
Lexmark	T614/C710/M412
Oki	8C/8C plus/7400/7200
Samsung	QL-7000
QMS	330/CX2/6100/magicolor 2200
EPSON	8200C/3000C/C820
Kx	P8415
Casio	N5
Canon	LBP730
More will be added...	

Note:

For the most updated printer list, please visit the Avison's web site at <http://www.avision.com>

ACCESSING COPY FEATURES

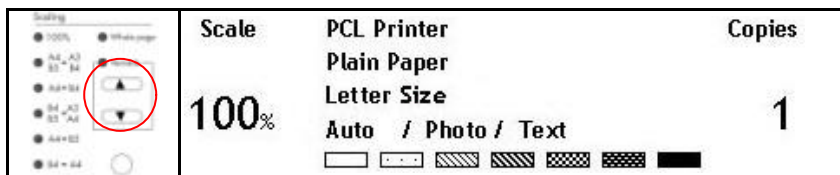
You can access a variety of copy features before pressing the "Mono" or "Color" buttons. These features include:

- Changing Scaling
- Adjusting Density
- Choosing Copy Quality
- Choosing Paper Size
- Increasing Copy Count
- Focusing on Photo/Text/Auto

CHANGING SCALING

To reduce or enlarge the original document,

1. Press the Copy button on the panel to prompt the Copy screen.



2. Press the \uparrow key to enlarge your document in 1 percent increment.
Or press the \downarrow key to reduce your document in 1 percent decrement.

Or, press the round button to choose your scaling from preset scaling from 144%, 122%, 115%, 93% (whole page) 86%, 81%.

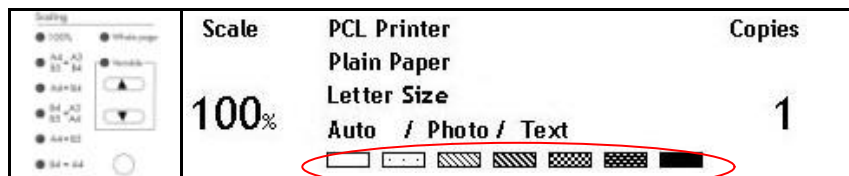
**** After you make your copy, the machine will automatically return to the preset settings.**




ADJUSTING DENSITY

The @V2100 is preset to the Normal level of density. If your original document comes with a lighter or darker contrast, you can improve the quality using the Adjusting Density feature.

To change your density,

1. Press the Copy button on the panel to prompt the Copy screen.




2. Press the  key to move your cursor down to the Density field.
3. Choose your desired density with the  or  keys.

CHOOSING COPY QUALITY

The @V2100 is preset to **Fine** copy quality, the setting suitable for most business document(s). If necessary, this setting can be changed to **Super Fine** copy quality.

To choose your copy quality,

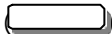


Press the  key to enhance your copy quality.

The Super Fine button appears with a lit LED.

CHOOSING PAPER SIZE




Your machine is preset to Letter size. If your output paper size is different from Letter, change your output size with the touch of the buttons.

To change your output paper size,

1. Press the **Menu** button  on the Control Panel.
2. Press the  key to scroll down to the **Copy** menu and press the Select button . The Copy menu appears.

Select

- | |
|---|
| <ol style="list-style-type: none">1. Printer Name:2. Paper Type:3. Paper Size: |
|---|

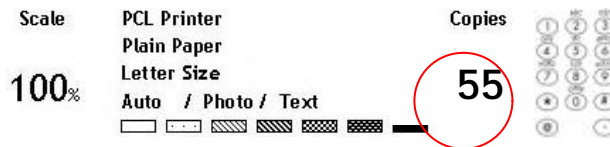
3. Press the  key to scroll down to Paper Size and press the Select button to prompt the option. (Letter/A4/Legal)
4. Choose the paper size with the  or  keys and press the Select button.

INCREASING COPY COUNT

The @V2100 is preset to 1 copy count. If you wish to increase the number of copies, choose your desired copy count with the numeric keypad or keyboard.

To increase your copy count,

1. Press the Copy button on the Control Panel to prompt the Copy screen.
2. Enter your desired copy count with the numeric keypad. The LCD display shows the number of your copy count.

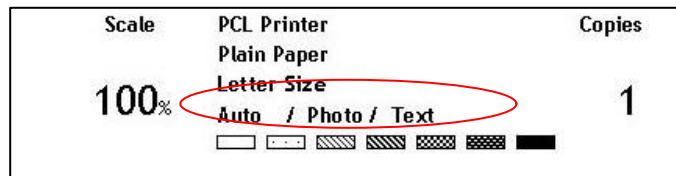





FOCUSING ON PHOTO OR TEXT

The machine is preset to auto mode. If required, you can change to photo or text if you wish to focus your copy result on photo or on text.


To change your focus on photo or text,

1. Press the Copy button on the Control Panel to prompt the Copy screen.



2. Press the  key to scroll down to the Auto/Photo/Text field.
3. Choose your focus with the  or  keys.

Start Filing Document

1. Place your document(s) face up in the ADF or face down on the glass.
2. Press the  key. The LCD displays the Filing screen.

File Prefix:

Folder:

Password:

Post Proc.: None

You can temporarily select your scanning resolution between **Fine (75 dpi, 100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi)** and **Super Fine (100 dpi, 150 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi)** by pressing the **Menu** button, and selecting **E-mail** and **Fine Resolution** or **S. Fine Resolution**.

(A) File Prefix: Enter your desired file name without extension.

(B) Folder:

Selecting preset folder: You can enter any preceding string and press Select/Enter to look up your desired folder or Press **Address Book/ Folders** button and move the cursor to select the folder.


Adding new folder: Clicking <New Folder> to create a new folder.

3. Enter the following screen and fill/select your desired items.

(Note: Different servers with different protocols have different share settings. Please consult with your server managers to collect the data you want. On this section, CIFS protocol under Win9X is illustrated.)

```
Name : Myfolder
Protocol : CIFS
Server IP: 10. 1. 20.134
Directory : \\Your Computer\FILINGFOLDER
Server UID :
Password : *****
OK
```

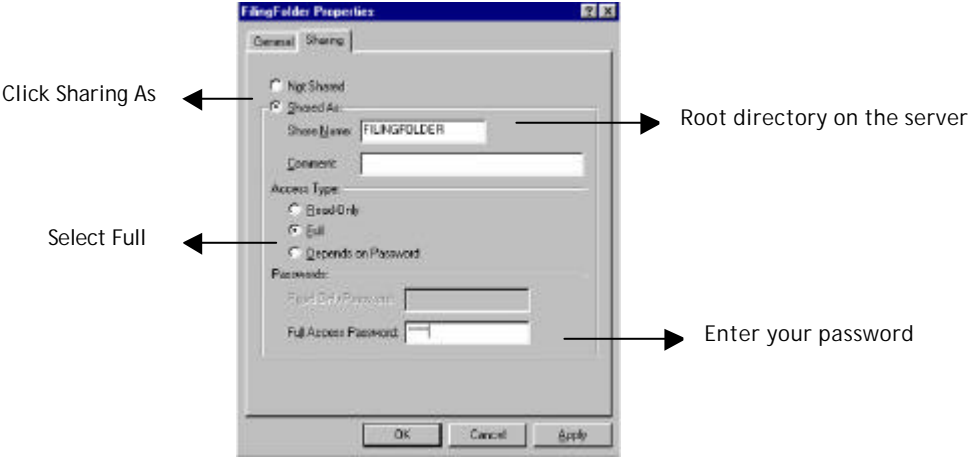
Regarding all items above, refer to Managing Filing Folder chapter.



4. Select OK and press  to return to the folder main screen, as below:

File Prefix: Myfile
Folder: Myfolder
Password:
Post Proc.: None

If File Prefix name has not been filled, please fill in.

Below is the Win98 CIFS server sharing set up screen for your reference.



5. The history moment is coming. Press the  key to file your document(s) in black and white, or the  key in color.

7 Troubleshooting

Information Codes/Message

INFORMATION CODES DURING SCANNING AND COPYING

Info code	Meaning	Action	Page
10001	SRAM error	Restart your @V2100. (Turn off and on again.) If the code still appears, contact your dealer.	--
10002	DRAM error	Restart your @V2100. If the code still appears, contact your dealer.	--
10003, 10004	Lamp error	Restart your @V2100. If the code still appears, contact your dealer.	--
10005	Home sensor error	Restart your @V2100. If the code still appears, contact your dealer.	--
10006	Lamp error	Restart your @V2100. If the code still appears, contact your dealer.	--
10007	Lock error	1. Turn off your @V2100. 2. Find the lock switch underneath the machine and unlock the machine. 3. Restart your @V2100. If the code still appears, contact your dealer.	2-3
10008, 10009	ADF error.	ADF paper jam. Open the ADF cover and remove the paper from the ADF. If the code still appears, contact your dealer.	6-2
10201	Z1 access error	Restart your @V2100. If the code still appears, contact your dealer	--
10202	Z1 SRAM error	Restart your @V2100. If the code still appears, contact your dealer	--

MESSAGE DURING SCANNING AND COPYING

LCD Message	Action	Page
Copy function disables.	Please download the printer profile.	--
Check printer cable or status.	<ol style="list-style-type: none"> 1. Check if the printer cable has been correctly connected. 2. Check if the printer is turned on. 3. Restart the @V2100 and your printer. 4. If the message still appears, contact your dealer. 	--

INFORMATION CODES DURING NETWORKING

Info Code	Meaning	Action	Page
20512	The connection failed.	Ping the @V2100 from another PC. If the @V2100 has no response, then perform the following steps. <ol style="list-style-type: none"> 1. Check if the RJ-45 connector is firmly plugged-in. 2. Check the Ethernet cable. 3. Check the @V2100 IP address. 4. Check the destination IP address. 5. Check Subnet Mask. 6. Check Gateway IP. 	2-5, 2-9
20519	The destination address is invalid.		
20530	Network is down.		
20531	Network is unreachable.		
20533	The connection aborted by the server.		
20534	The connection reset by the server.		
20540	Connection timed out		
20541	The attempt to connect failed.		
20545	The destination host is not able to reach.		

INFORMATION CODES DURING E-MAILING

Info Code	Meaning	Action	Page
30421 31421 32421	Service not available, closing transmission channel. The Server is going to shut down.	Contact the network administrator.	--
31450	Requested mail action not taken: mailbox unavailable	Check the "To" address.	
31451 32451	Requested action aborted: local error in processing	Contact the network administrator.	
31452 32452	Requested action not taken: insufficient system storage	Contact the network administrator.	
30500 31500 32500 33500	Syntax error, command unrecognized	Reboot the machine, and try again. If the error still appears, contact your dealer.	
30501 31501	Syntax error in parameters or arguments	1. Check if the Device Name is valid. The Device Name can be found by pressing the "Menu" button and choose the "General" item. 2. Check the "From" address. 3. Check the "To" address. 4. Contact the network administrator.	
31503 32503	Bad sequence of commands	Restart the machine, and try later. If the error still appears, contact your dealer.	
30504	Command parameters not implemented	Check if the Device Name is valid. The Device Name can be found by pressing the "Menu" button and choose the "General" item.	
31550	Requested action not taken: mailbox unavailable [E.g., mailbox not found, no access]	Check the "To" address.	

Info Code	Meaning	Action	Page
31551	User not local: please try again.	Check the "To" address.	
31552	Requested mail action aborted: exceeded storage allocation	1. Check the "From" address. 2. Check the "To" address. 3. Contact the network administrator..	
31553	Requested action not taken: mailbox name not allowed	Check the "To" address.	
32554	Transaction failed	Contact the network administrator.	

Information Codes During Filing

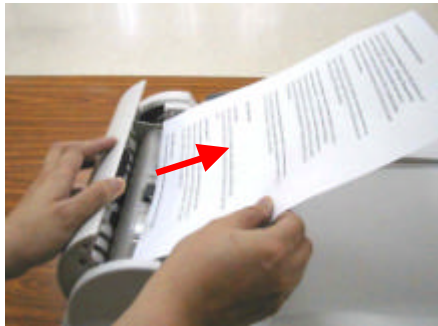
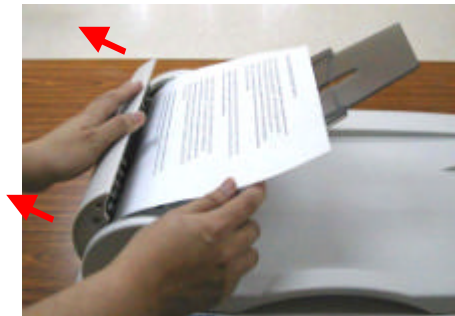
Info Code	Meaning	Action	Page
41530	FTP password incorrect	Check password in folder and try again.	--
41421 42421 43421 44421	FTP Service not available	Make sure the FTP server is not shut downing. If the error is still there, contact your system administrator.	--
42530	FTP login fail	Check Server UID and password in folder and try again.	--
43550	FTP can't enter this directory	Make sure your have privilege to enter this directory.	--
44450	FTP File unavailable	Other user accesses the file you want to override.	
44452	FTP server storage insufficient	Check FTP server free storage space and contact your system administrator.	
44553	FTP file action not taken.	Make sure you have privilege to write file or to create subdirectory in that directory.	

Info Code	Meaning	Action	Page
57600	CIFS fail to connect	Check that server supports CIFS(SMB) connection.	
57601	CIFS Network share name incorrect.	Check directory in folder and make sure it follows UNC, like \\Computer\Share\directory.	
57610	CIFS Login Fail	Check user name and password for this folder.	
57620	CIFS dialect negotiation fail	This CIFS may not support PC NETWORK PROGRAM 1.0 dialect.	
57710	CIFS fail to create file.	Make sure you have full control privilege on this network share.	
58100	HTTP fail to connect	Check whether that server supports HTTP connection.	
58200	HTTP fail to put file	That server may not support HTTP 1.1 PUT command or you haven't privilege to put file on that directory, contact your system administrator for help.	

Clearing a Paper Jam

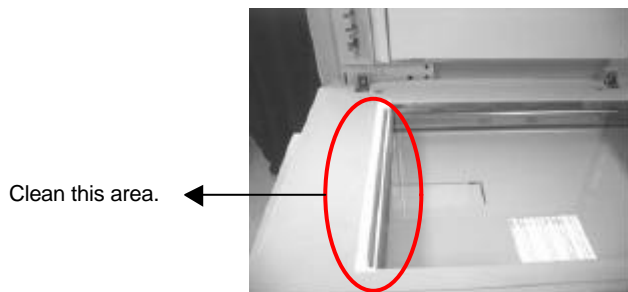
In the event of a paper jam, follow the procedures below to remove the paper:

1. Gently open the ADF front cover to the left.
2. Carefully pull the paper out of the ADF unit.
3. Close the ADF front cover. Your @V2000 is now ready to use.



Removing the abnormal line image

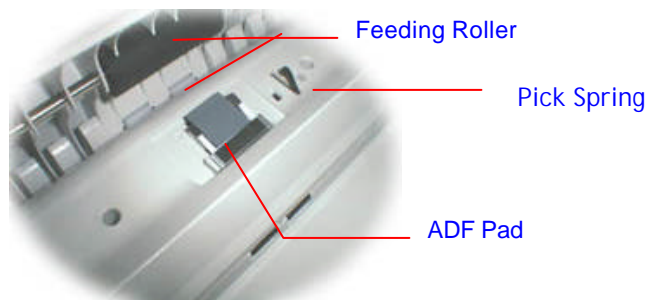
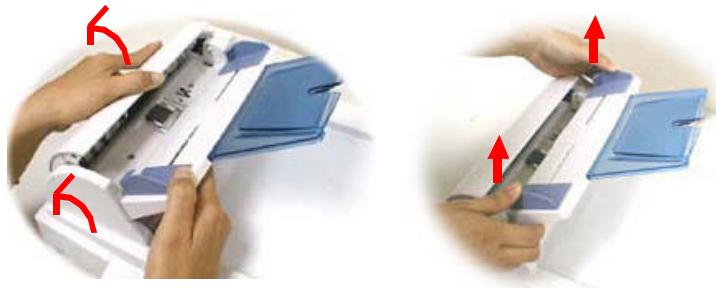
When the scanned image is with abnormal lines on it, clean the strip of glass area as indicated below.



Cleaning the ADF

From time to time the pad assembly and feeding rollers may become contaminated with ink, toner particles or paper dust. In this case the @V2100 may not feed documents smoothly. If this occurs please follow the cleaning procedures to return your machine to its original state.

1. Moisten a cotton swab with isopropyl alcohol (95%).
2. Gently open the ADF front cover. Wipe the feeding rollers by moving the swab from side to side. Rotate the rollers forward with your finger and repeat the above cleaning procedures until the rollers are clean. Be careful not to snag or damage the pick springs.
3. Wipe the pad in the direction from top to bottom. Be careful not to hook the pick springs.
4. Close the ADF unit. Your machine is now ready to use.

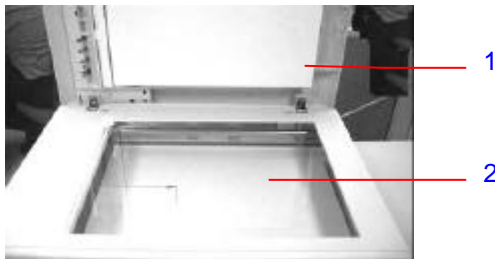


Cleaning the Glass

The @V2100 is designed to be maintenance-free. However, it still needs to be cleaned occasionally to ensure optimum image quality and performance.

To clean the glass,

1. Open the document cover as shown below.
2. Dip a soft clean cloth with isopropyl alcohol (95%).
3. Gently wipe the document glass and the white sheet beneath the document cover to remove the dust or any toner particles.
4. Close the document cover. The @V2100 is now ready for use.



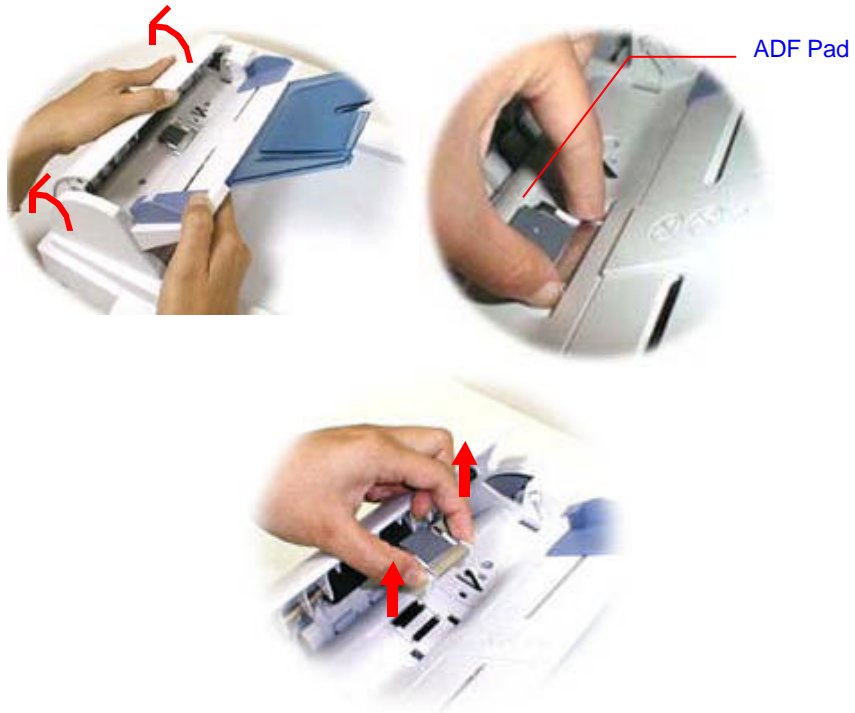
1. Document Cover
2. Document Glass

Replacing the Snap-in Pad Module

After scanning approximately 20,000 pages through the ADF, the pad may be worn out and you may experience problems with document feeding. In this case, it is highly recommended to replace the pad module with a new one. For ordering the pad module, please consult your nearest dealer and follow the procedure below to replace it.

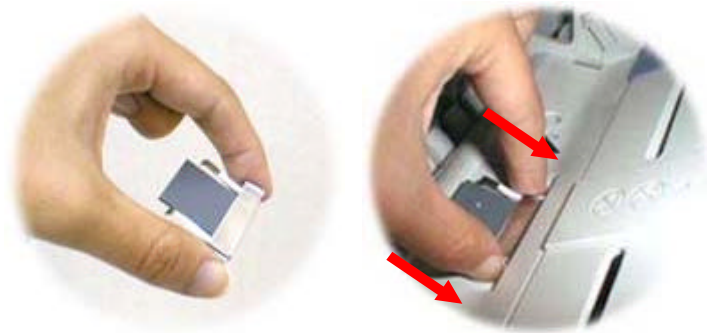
Disassembling Procedure

1. Gently open the ADF front cover to the left.
2. Press both arms of the ADF snap-in pad module inwardly with your fingers to pull out the ADF snap-in pad module.



Assembling Procedure

1. Take out the ADF pad module from the box.
2. Press both arms of the ADF snap-in pad module inwardly with your two fingers
3. Place it into the holes until it snaps into place.



Technical Support

If your problem still exists after trying the above solution, please prepare the following information and then contact the technical support of Avision.

- Serial number of your machine
- Your network parameters
- Error Code and its description if any
- Brand and model name of the Printer connected to the machine

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FAX: +1 (510) 739-6060
EMAIL: support@avision-labs.com
Web Site: <http://www.avision.com>

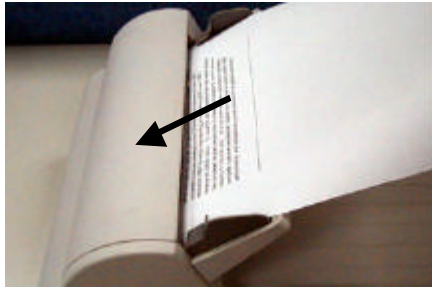
Appendix

Quick Guide

Placing Your Documents

For multi-page transmission















Place your document **FACE UP** in the ADF.



For single-page transmission

Place your documents **FACE DOWN** on the glass.



 <p>COPY</p> <p>Press the Copy button.</p>	<p>Enter your copy count via the numeric keypad</p> 	 <p>Press the Mono button to make B&W copy.</p>
 <p>E-MAIL</p> <p>Press the E-MAIL button.</p>	<p>Enter an email address with your keyboard.</p>  <p>or press "Address Book/Folders" to select from the list (i.e Press  & ) Address Book /Folders</p>	 <p>Press the Mono button to send your document in Black & white.</p>
 <p>FILING</p> <p>Press the Filing button.</p>	<p>Enter a file folder name with your keyboard</p>  <p>or press "Address Book/Folders" to select from the list (i.e. Press  & ) Address Book /Folders</p>	 <p>Press the Mono button to file your document in color.</p>
		 <p>Press the Color button to file your document in color.</p>

Specifications

Items	Specifications
System Overview	
System Description	Stand-alone Internet Appliance
Output Quality	600 dpi, 36 bit color
External Connections	<ol style="list-style-type: none"> 1. RJ-45 (for Network connection) 2. SPP (for Copy application) 3. RJ-11 (option, for PSTN connection) 4. PS2 (option, for External standard PS2 keyboard)
Internet Transmission Speed (ADF, Letter, B/W, Gray, Color)	200 dpi: 8 PPM
Copy Speed (ADF, A4, 300 dpi)	B/W: 9 PPM Color: 1.5 PPM
FAX/Modem	Optional 14.4K bps Fax/Modem module
Network Connection	Yes, 10/100 Mbits auto-negotiation
Networked Workgroup Solution for:	Stand-alone Copy E-Mail via Internet/Intranet E-mail/Fax mixed broadcast Filing
Output Format	PDF, JPEG, Tiff, Postscript, PCL
CPU	32 bit RISC CPU
Memory Size	Flash: 2 MB DRAM: 8 MB
ADF Document Size	4.5" x 5.5" ~ 8.5" x 14"
ADF Document Weight/Thickness	14 ~ 28 lb / 0.002" ~ 0.006"
ADF Capacity	25 sheets
Paper Feed	Face Up
Duty Cycle	7,500 pages/month
Dimension	447x365x275(mm)
Weight	6 kgs
Power Supply	24V DC, 2A external power adapter
Power Consumption	Less than 30W

Copy	
Output Format	Postscript, PCL
Speed for Local Copy	B/W: 9 PPM Color: 1.5 PPM
Multiple Copies	Up to 99
Copy Mode	Standard, High Quality
Enlarge / Reduce	Whole Page (97%) 25%-400% in 1% increment/decrement Pre-set Scales Customized
Network/Internet Applications	
Connectivity	Ethernet 10BaseT/100BaseTX auto-negotiation with RJ-45 connector
Communication Protocol	TCP/IP
File Formats	PDF, JPEG, TIFF
Supported Browsers	Microsoft IE 4.1 or higher Netscape Navigator 4.0 or higher
Configuration Requirement	1. IP address & subnet mask 2. Gateway 3. SMTP server/Gateway
Security	Yes
Network Management	Configuration and administration via standard Web Browsers

Filing Applications	
Communication Protocol	FTP, HTTP, CIFS
File Formats	PDF, JPEG, TIFF
Color Speed	200 dpi 8PPM 300 dpi 5ppM
B/W Speed	200 dpi 8PPM 300 dpi 8ppM
File Formats	PDF, JPEG, TIFF
Resolution	Fine: 75, 100, 150, 200, 300, 400 dpi Super Fine: 100, 150, 200, 300, 400, 600 dpi

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