

Operating Instructions

Read this manual carefully before you use this unit and keep it handy for future reference. For safe and correct use, please be sure to read the Safety Information in the "Operating Instructions" of IS760 Series before using the machine.

This manual shows how to set the Endorser Unit to the IS760 Series and how to use the unit.

Note

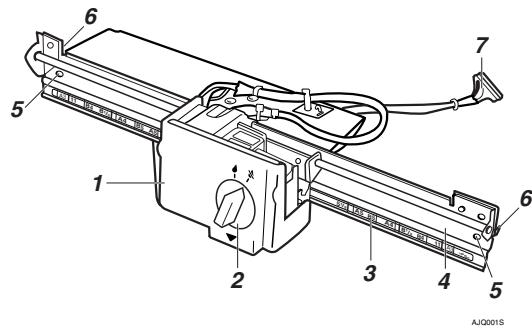
- This manual is described in the case of the TWAIN Driver is installed.
- It is required to install the higher version of TWAIN or ISIS driver than listed below to use the unit.
 TWAIN Driver: Ver. 4.06
 ISIS Driver: Ver. 1.10 (1.5.10505.10001)
 To check the version of your TWAIN or ISIS driver, click [About...].
 You can download the latest version of the drivers from our website.

1 Guide to the Components

Checking the Contents

- Operating Instructions (This manual)
- Endorser Unit
- Ink Cartridge
- 2 Screws

Guide to This Unit



- | | |
|--|--|
| <p>1. Ink Cartridge Box
A nozzle for the ink is on the bottom of the box.</p> <p>2. Shutter Lever
Open and shuts the ink nozzle.</p> <p>3. Scale
A scale is printed indicate the print location.</p> <p>4. Rail
Guide for the ink cartridge box when setting the print location.</p> | <p>5. Screw Hole
Screw hole to fix the unit to the scanner.</p> <p>6. Hook
Use this hook when installing the unit to the scanner.</p> <p>7. Connector
Connect the unit and the scanner.</p> |
|--|--|

2 Installing the Unit to the Scanner

Preparation

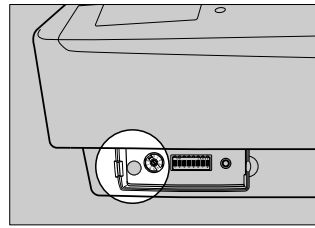
Turn off the power to the scanner and disconnect the power cable. See "Turning the Power On/Off" of chapter 2 in the Operating Instructions which is provided with the scanner.

Limitation

- Updating will be required if your IS760 Series scanner and/or Network Scanning Unit Type A has an orange sticker. If your scanner and/or machine have a sticker, contact your service representative. The illustrations show where the stickers are located.

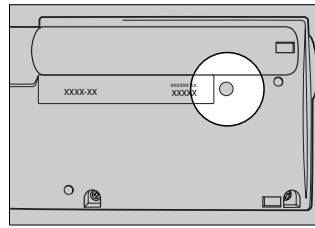
IS760 Series

Next to the rotary switch in the switch box on the lower left of the front side of the scanner.

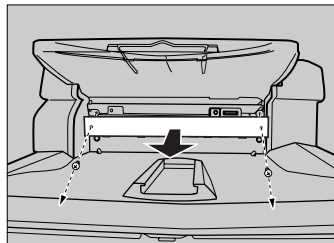


Network Scanning Unit Type A

The under side of the machine.



- 1** Take the metal bracket off by unscrewing the screws on the both sides of the metal bracket.



Note

- Use the tool that is provided with the scanner.

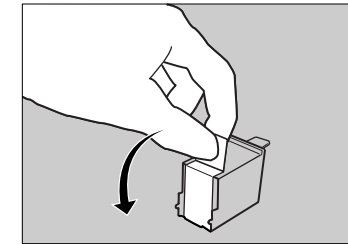
3 Installing the Ink Cartridge

Limitation

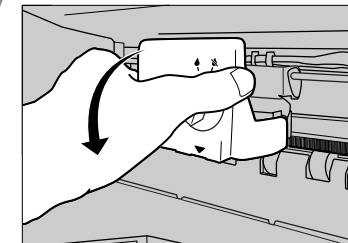
- Change the ink cartridge that has passed 6 months after opening the bag.

- 1** Take out the ink cartridge from the plastic bag.

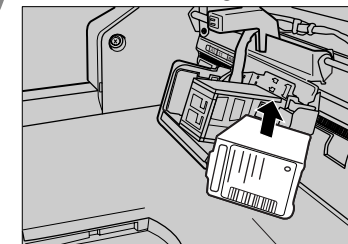
- 2** Peel off the tape on the ink cartridge.



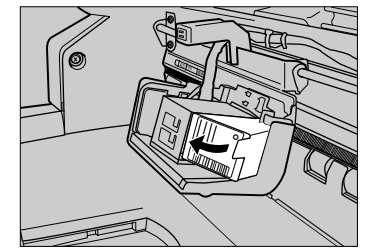
- 3** Pull down the ink cartridge box.



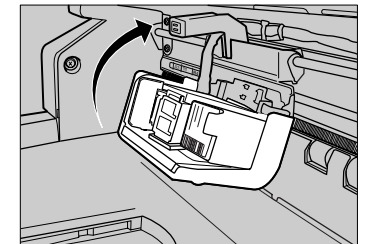
- 4** Insert the ink cartridge.



- 5** Push the ink cartridge and slide it to the left till you hear the click twice.



- 6** Push up the ink cartridge box.



- 7** Connect the power cable and turn on the power to the scanner.

- 8** Clear the counter from the TWAIN driver or ISIS driver in the CD-ROM installed in your computer.

To reset the counter from the TWAIN driver

- 1** Click [Initial Settings] of the TWAIN driver.
- 2** Click [Stamp Settings] tab and click [Clear Counter].
Counter is cleared.

4 Installing the Software

Reference

- See "Installing Software" of the chapter 3 in the Operating Instructions which is provided with the scanner.
- It is required to install the higher version of TWAIN or ISIS driver than listed below to use the unit.
TWAIN Driver: Ver. 4.06
ISIS Driver: Ver. 1.10 (1.5.10505.10001)
To check the version of your TWAIN or ISIS driver, click [About...].
You can download the latest version of the drivers from our website.

Installing TWAIN Driver

Preparation

Log on to the computer as a member of the Administrators group, for installation to Windows 2000/XP, Windows Server 2003, or Windows NT 4.0.

1 Start the computer, retaining the power of the scanner off.

Note

- If the power of the computer turns on, retaining the power of the scanner on, before driver installation, the "Found New Hardware Wizard" automatically starts. In this case, click [Cancel] button.

2 Start Windows, and then insert the supplied CD-ROM labeled "Scanner Driver(s), Utilities and Operating Instructions" into the CD-ROM drive of the client computer.

The CD-ROM Launcher screen appears.

When installation does not start automatically

Auto Run might not automatically work with certain operating system settings.

- Launch "Setup.exe" located in the CD-ROM root directory.

3 Click [TWAIN DRIVER].

The installer of the TWAIN driver starts. Follow the instructions on the screen.

4 Turn the power of the scanner on.

5 Re-start the computer.

The installation completes here for the computer with the operation systems, Windows 95 and Windows NT4.0. For the computer with other operation systems, "Plug & Play" detects the scanner and the "Found New Hardware Wizard" automatically starts.

6 In the Wizard, select [Search for a suitable driver for my device [recommended]], and continue the "Found New Hardware Wizard" to the end, according to the instruction on the display.

Note

- When an instruction to set the Windows system CD-ROM appears on the display in the course of the installation, follow the instruction accordingly.
- Even when "No approval of the logo test" appears on the display, you can continue the installation by clicking [Continue].

Installing ISIS Driver

Preparation

Log on to the computer as a member of the Administrators group, for installation to Windows 2000/XP, or Windows NT 4.0.

1 Start the computer, retaining the power of the scanner off.

Note

- If the power of the computer turns on, retaining the power of the scanner on, before driver installation, the "Found New Hardware Wizard" automatically starts. In this case, click [Cancel] button.

2 Start Windows, and then insert the supplied CD-ROM labeled "Scanner Driver(s), Utilities and Operating Instructions" into the CD-ROM drive of the client computer.

The CD-ROM Launcher screen appears.

When installation does not start automatically

Auto Run might not automatically work with certain operating system settings.

- Launch "Setup.exe" located in the CD-ROM root directory.

3 Click [ISIS DRIVER].

The installer of the ISIS driver starts. Follow the instructions on the screen.

4 Turn the power of the scanner on.

5 Re-start the computer.

The installation completes here for the computer with the operation system, Windows NT4.0. For the computer with other operation systems, "Plug & Play" detects the scanner and the "Found New Hardware Wizard" automatically starts.

6 In the Wizard, select [Search for a suitable driver for my device [recommended]], and continue the "Found New Hardware Wizard" to the end, according to the instruction on the display.

Note

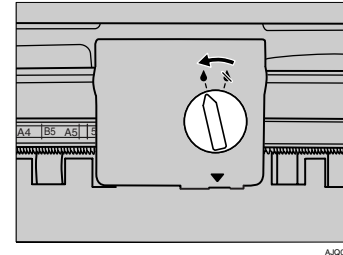
- When an instruction to set the Windows system CD-ROM appears on the display in the course of the installation, follow the instruction accordingly.
- Even when "No approval of the logo test" appears on the display, you can continue the installation by clicking [Continue].

5 Printing with the Unit

Preparation

Connect the power cable and turn on the power of the scanner. See "Turning the Power On/Off" of chapter 2 in the Operating Instructions which is provided with the scanner.

1 Open the shutter.



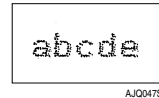
2 Print a test print.

Follow the procedures from step 3 to 5 to print a test print (Trial Endorse).

If the printing is not done, or the printing is not clear, clean the ink cartridge. See the "Cleaning the Ink Cartridge" for details.

Note

- The following example shows the normal print quality.

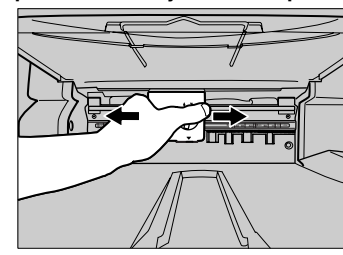


3 Place the originals on the ADF (Auto Document Feeder) of the scanner.

Reference

- See chapter 4 "Setting Originals" in the Operating Instructions which is provided with the scanner.

4 Move the ink cartridge box to the position where you want to print.

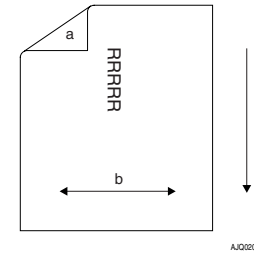


Note

- Use the scale to estimate the printing position.
- The printing will be done only on the backside of the originals.

Limitation

- You can set the position for printing of the direction shown in the illustration.



- a. Front side of the original
- b. Position which you can set
- c. Direction which the originals are fed

- Do not set the ink cartridge box where the ink prints within 6.5mm (0.3") from the edge of the originals. The ink ran over the edge may be sprayed on the originals on the output tray.

5 Make settings to print from the TWAIN driver and scan the originals.

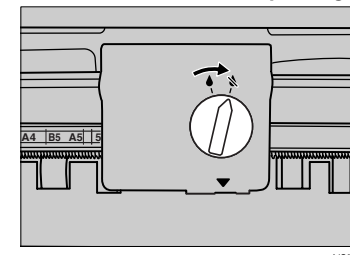
Note

- You can test print (Trial Endorse) from the TWAIN driver. See TWAIN driver help for details.
- To test print and make settings to print from the ISIS driver, click [Endorse] in the ISIS driver screen.
- Clean the ink cartridge when the printing is not done, the printing is not clear, or when using in low temperature environment. See the "Cleaning the Ink Cartridge" for details.
- It is required to install the higher version of TWAIN or ISIS driver than listed below to use the unit.
TWAIN Driver: Ver. 4.06
ISIS Driver: Ver. 1.10 (1.5.10505.10001)
To check the version of your TWAIN or ISIS driver, click [About...].
You can download the latest version of the drivers from our website.

Reference

- See TWAIN driver help for the detail settings.

6 Close the shutter after the printings.



6 Changing the Ink Cartridge

The message "Replace the ink cartridge. Reset the counter after replacing it" appears on the display of your computer when the remaining ink is low.

Follow the procedures below and change the ink cartridge and clear the counter from the TWAIN driver.

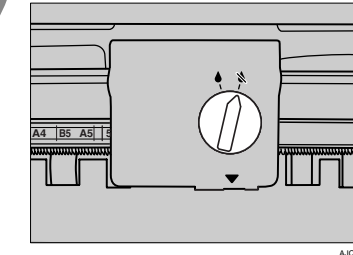
Preparation

Install the TWAIN driver in the CD-ROM to your computer before turning on the power of the scanner with the Endorser Unit.

Important

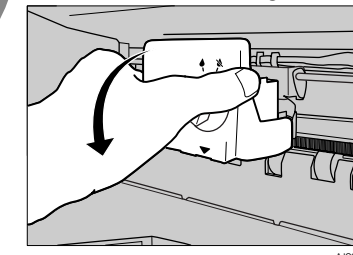
- Do not change the ink cartridge till the message from the TWAIN driver appears.
- Do not set the used ink cartridge or the TWAIN driver will lose count and the ink may run out during printings.

1 Confirm the shutter is closed.

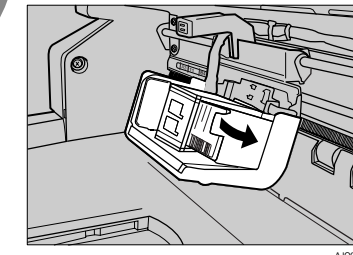


If the shutter is open, close the shutter.

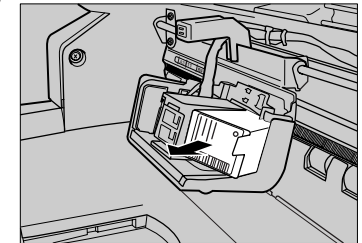
2 Pull down the ink cartridge box.



3 Remove the ink cartridge.

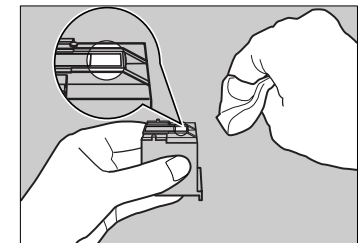


4 Pull out the ink cartridge.



5 Follow the steps 1 to 8 of "3. Installing the Ink Cartridge" to set the ink cartridge.

Cleaning the Ink Cartridge



Important

- Do not touch the metal part of the cartridge other than the part that is indicated in the illustration. It may be the cause of the loosing electrical connection.

Reference

- See "6 Changing the Ink Cartridge" for the details to take the ink cartridge off.

Note

- Do not clear the counter when installing the cartridge after cleaning.

7 Printing Area of the Endorser Unit

Endorse During Scanning

Printing will be done at the same time with scanning. Printing is finished when the originals are delivered to the output tray.

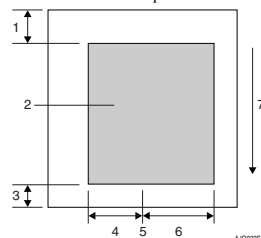
Limitation

- The endorse printing will be done on the back side of the original, unaware of the scan settings.
- Do not set the ink cartridge box where the ink prints within 6.5mm (0.3") from the edge of the originals.

When the "Position" is set to the "Leading Edge"

Note

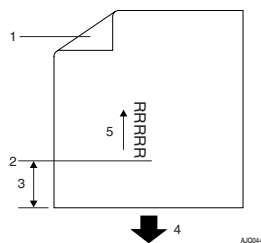
- On the "Leading Edge" mode, the endorse printing will be started from the configured distance from the edge which is set to the ADF. See TWAIN driver help for details.



1. 43 mm (1.7")
2. Printing Area
3. 20 mm (0.8")
4. 96.5 mm (3.8")
5. The center of the original
6. 136.5 mm (5.4")
7. Paper Feeding Direction

<Example Settings When Endorse Printing with "Leading Edge">

Example of the endorse printing with the following settings; Original size: A4, 5 characters, Position; 70mm (2.8"), Direction; Right 90°

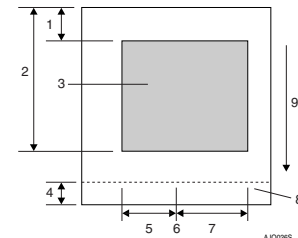


1. The Front Side of the Original
2. Configured Start Position for Printing
3. 70 mm (2.8")
4. Paper Feeding Direction
5. Printing Direction

When the "Position" is set to the "Trailing Edge"

Note

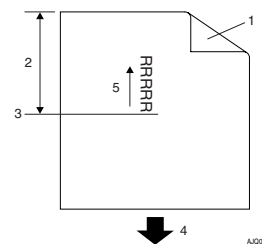
- On the "Trailing Edge" mode, the endorse printing will be started from the configured distance from the opposite edge which is set to the ADF. See TWAIN driver help for details.



1. 43 mm (1.7")
2. 247mm (9.8")
3. Printing Area
4. 20 mm (0.8")
5. 96.5 mm (3.8")
6. The center of the original
7. 136.5 mm (5.4")
8. Unprintable Area
9. Paper Feeding Direction

<Example Settings When Endorse Printing with "Trailing Edge">

Example of the endorse printing with the following settings; Original size: A4, 5 characters, Position; 70mm (2.8"), Direction; Right 90°



1. The Front Side of the Original
2. 70 mm (2.8")
3. Configured Start Position for Printing
4. Paper Feeding Direction
5. Printing Direction

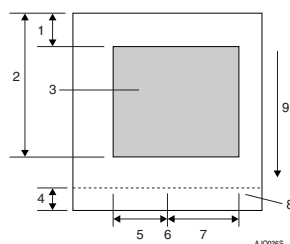
Endorse After Scanning

Printing will be done after scanning. Printing is finished when the originals are delivered to the output tray.

Limitation

- The endorse printing will be done on the back side of the original, unaware of the scan settings.
- When endorsing after the scanning, the settings for "Position" will be fixed to "Trailing Edge."
- Do not set the ink cartridge box where the ink prints within 6.5mm (0.3") from the edge of the originals.

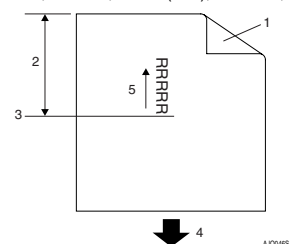
When scanning only the front side of originals



1. 43 mm (1.7")
2. 172 mm (6.8")
3. Printing Area
4. 20 mm (0.8")
5. 96.5 mm (3.8")
6. The center of the original
7. 136.5 mm (5.4")
8. Unprintable Area
9. Paper Feeding Direction

<Example Settings When Endorse Printing with scanning the front side of originals>

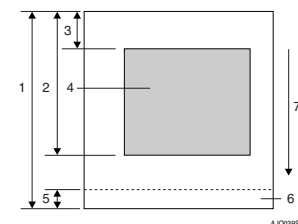
Example of the endorse printing with the following settings; Original size: A4, 5 characters, Position; 70mm (2.8"), Direction; Right 90°



1. The Front Side of the Original
2. 70 mm (2.8")
3. Configured Start Position for Printing
4. Paper Feeding Direction
5. Printing Direction

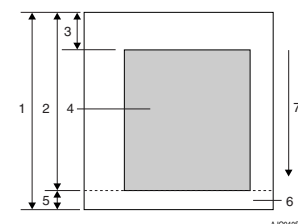
Relationship between area that can be printed and not printed

a. When the original is longer than 192mm (7.6")



1. More than 192 mm (7.6")
2. 172 mm (6.8")
3. 43 mm (1.7")
4. Printing Area
5. 20 mm (0.8")
6. Unprintable Area
7. Paper Feeding Direction

b. When the original is shorter than 192mm (7.6")

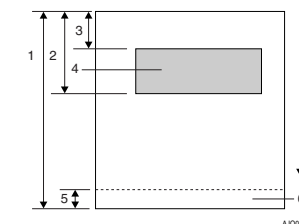


1. Less than 192 mm (7.6")
2. Less than 172 mm (6.8")
3. 43 mm (1.7")
4. Printing Area
5. 20 mm (0.8")
6. Unprintable Area
7. Paper Feeding Direction

When scanning the both sides or the back side of originals

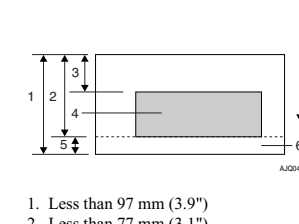
Relationship between area that can be printed and not printed

a. When the original is longer than 97mm(3.9")



1. More than 97 mm (3.9")
2. 77 mm (3.1")
3. 43 mm (1.7")
4. Printing Area
5. 20 mm (0.8")
6. Unprintable Area
7. Paper Feeding Direction

b. When the original is shorter than 97mm(3.9")



1. Less than 97 mm (3.9")
2. Less than 77 mm (3.1")
3. 43 mm (1.7")
4. Printing Area
5. 20 mm (0.8")
6. Unprintable Area
7. Paper Feeding Direction

8 Appendix

Characters for Endorse Printing

Select from the following 95 characters for endorse printing.

(space) ! " # \$ % & ' () * + , - / : ; < > { } , . = ` ^ \ ? _ 0-9 A-Z a-z

Note

□ Although “ ~ ” is displayed on the TWAIN driver, “ ~ ” is printed on the original.

Maximum Number of Characters

Maximum number of characters that can be used varies according to the original size. See the chart below for your help.

Original Size (Length of the Feeding Direction)	Maximum Number of Characters	
	Endorse During Scanning Endorse After Scanning ¹	Endorse After Scanning ²
A3 □ (420mm, 16.6")	40	14
A4 □ (297mm, 11.7")	40	14
A5 □, A4 □ (210mm, 8.3")	40	14
A6 □, A5 □ (148mm, 5.9")	35	14
A6 □ (105mm, 4.2")	17	14
B4 □ (364mm, 14.4")	40	14
B5 □ (257mm, 10.2")	40	14
B6 □, B5 □ (182mm, 7.2")	40	14
B6 □ (128mm, 5.1")	27	14
11" x 17" □ (431.8mm, 17")	40	14
8 1/2" x 14" □ (355.6mm, 14")	40	14
8 1/2" x 13" □ (330.2mm, 13")	40	14
8 1/2" x 11" □ (279.4mm, 11")	40	14
5 1/2" x 8 1/2" □, 8 1/2" x 11" □ (215.9mm, 8.5")	40	14
5 1/2" x 8 1/2" □ (139.7mm, 5.5")	32	14
Minimum Size (90mm, 3.6")	11	11

¹ The case when scanning only on the front side of the originals.

² The case when scanning both sides and the back side of the originals.

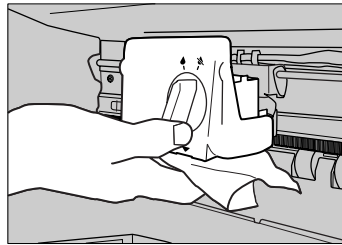
Cleaning

WARNING

- Never remove any covers or screws other than those specified in this manual. Have all inspections, adjustments, and repairs inside the scanner performed by an authorized dealer only.
- Do not attempt to modify this scanner in any way.

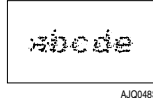
We recommend periodically cleaning the unit to ensure that it is in optimum operating condition.

Clean the bottom and the metal on the bottom of the ink cartridge box with a tightly wrung out cloth dampened with water.



See the "Tips" on "6 Changing the Ink Cartridge" for details of cleaning the ink cartridge.

When Printing Is Not Performed as Expected

Problem	Solutions
When the printing is not done, or the printing is not clear.	Clean the ink cartridge when print quality become as shown in the example below. 
When the originals becomes dirty.	Clean the bottom of the ink cartridge box.
Printing is not done to the position expected.	Move the ink cartridge box by the hand to adjust the position of the main direction (vertical direction to the paper feed direction of the ADF). Make settings from the TWAIN driver to adjust the position of the sub direction (paper feed direction of the ADF).

When an Error Message Appears

Message	Causes and Solutions
Replace the ink cartridge. Reset the counter after replacing it.	No ink is left in the ink cartridge. Change the ink cartridge and clear the counter from the TWAIN driver.
No original detected at the stamp position. Move the stamp to the correct position.	Originals will not be fed to the position where the ink cartridge box is set. Move the ink cartridge box by hand to adjust the position of the main direction (vertical direction to the paper feed direction of the ADF) so the ink cartridge box is set to the position where the originals are fed.
Stamp Shutter is closed. Open the shutter before scanning.	Shutter is closed. Open the shutter.
Original is left on the paper output tray or the stamp cover is open.	Check the output tray and remove the left originals. Check the ink cartridge box is pulled up securely after changing the ink cartridge.
No response from the stamp.	Restart the scanner. If the same error occurs again, please call the service representative.
Some characters have not been printed properly.	Print position and settings are not set correctly. Check [Endorse Position and Mode] and the original size and set them correctly.
Attach the ink cartridge to the stamp.	Check if the ink cartridge is set to the ink cartridge box. If the ink cartridge already set, set it again. Also, check the ink cartridge if the tape on the ink cartridge is peeled off.

Error Indicators

If an error occurs in the unit after scanning, the error indicators on the scanner will lit the same as if when the paper jam has occurred. See the description of scanner manual for details of the error indicators. When this error occurs, endorse printing may not be done even the scanned data is sent to the computer. Check the originals and your computer.

Consumables

Ask your dealer or service representative for the consumable parts.

- Print Cartridge Type A Black for Endorser Unit

Disposing

When you want to dispose of your unit or ink cartridge, contact your dealer or a service representative.

Limitations

Use the Endorser Unit being aware of the limitations below;

- Originals with holes
- Mixed-size Originals
- Originals not suitable for ink-jet printing

Specifications

Endorser type	Post
Print side	Backside only
Character orientation	Right or left toward the feed direction
Character type	95 types
Character fonts	OCR B correspondent
Character size	9 points
Character length	Maximum 40 ¹⁾
Print colour	Black
Life of ink cartridge	Five million characters or 6 months
Paper weight	52.3-157.0 g/m ² (97-298 lb)

¹⁾ The number of characters you can print will be smaller if you endorse after scanning, or with small originals.