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TARGUS
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USB Mini Business Card Scanner

INSTALLATION GUIDE

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PMS Black 15%   PMS Black 100%

USB Mini Business Card Scanner

Congratulations on your purchase of the Targus USB Mini Business Card Scanner. With the MBC Scanner, you can electronically store the names, addresses, phone numbers, and email addresses from your business card collection to your personal digital assistant (PDA) or personal information manager (PIM), such as Microsoft® Outlook® or Symantec® ACT!®.

In addition to this installation guide, this package contains the Targus USB Mini Business Card Scanner and driver software CD.

System Requirements

To use the MBC Scanner, your computer must meet the following hardware requirements and run one of the operating systems listed below.

Hardware	**Operating System**
• PC with a Pentium® processor or equivalent	• Windows® 98
• 32 MB of RAM and 40 MB of available hard disk space	• Windows® Millennium Edition
• USB version 1.1 interface	• Windows® 2000
• CD-ROM drive	• Windows® XP

Installing the Device Driver

To use the MBC Scanner you must first install the device driver and the application software. To do this:

1. Insert the device driver CD into your computer's CD-ROM drive.
2. If setup does not begin automatically, click **Start**, then **Run**, and enter D:\setup.exe (where D: is the path of the CD-ROM drive) and then click **OK**.
3. Select the language that you want to use during installation and click **OK**.
4. When the Select Components screen appears, click **Next** to choose the default settings and continue the installation process.
5. When the InstallShield Wizard Complete screen appears, click **Finish**. The operating system prompts you to restart your computer when installation is complete. Remove the device driver CD from your computer's CD-ROM drive before restarting your computer.

You are now ready to connect the MBC Scanner to your computer.

Connecting the USB Mini Business Card Scanner to Your Computer

1 Plug the standard USB end of the cable () into an available USB port on your computer.
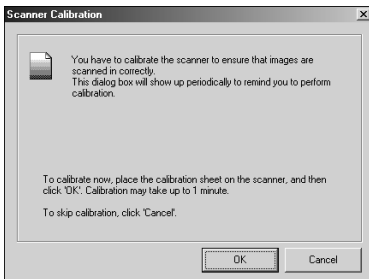
USB ports on your computer

2 Connect the other end of the cable to the MBC Scanner's port.

The operating system automatically recognizes the MBC Scanner and locates the appropriate driver.

You are now ready to begin using the MBC Scanner.

Using the USB Mini Business Card Scanner

Calibrating the MBC Scanner

Before you use the MBC Scanner for the first time, you must calibrate it using the supplied calibration card. Calibrating the MBC Scanner ensures that you will receive high quality scanned images. To calibrate the MBC Scanner:

1 Insert the supplied calibration card, with the white side facedown, into the scanner.

2 Click the **Scan icon** ().

The Calibration Page screen appears.

You have to calibrate the scanner to ensure that images are scanned in correctly.
This dialog box will show up periodically to remind you to perform calibration.

To calibrate now, place the calibration sheet on the scanner, and then click 'OK'. Calibration may take up to 1 minute.

To skip calibration, click 'Cancel'.

Calibration Page screen

3 Click **OK**.

Once the MBC Scanner is calibrated, a confirmation message appears and you can begin scanning business cards.

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It is recommended that you recalibrate the MBC Scanner once a month or more, depending on how often you use the scanner, to continue receiving high quality scanned images. To recalibrate the MBC Scanner:

1 Open the MBC Scanner application, click **File** and then select **Preferences**.

2 Verify that the scan option is set to **Scan with TWAIN User Interface**.

3 Click the **Scan icon** (🖨).

The Targus Bizcard Scanner screen appears.

4 Click **Calibrate** and then follow the calibration procedures above.

Scanning Business Cards

Once the MBC Scanner is calibrated, you can being scanning business cards. To do this:

1 Place a business card facedown into the scanner.

Scanning a business card

2 Click the **Scan icon** (🖨).

The Targus Bizcard Scanner screen appears.

3 Click the on-screen **Scan button**.

NOTES: The on-screen Scan button appears only when the scan option is set to Scan with TWAIN user Interface. To check the scan option, from the MBC Scanner application, click **File** and select **Preferences**.

The MBC Scanner begins reading the business card and the MBC Scanner application displays the recognition progress.

Once scanning is complete, an image of the card and its categorized information appears on the screen allowing you to verify that the scanned information is correct.
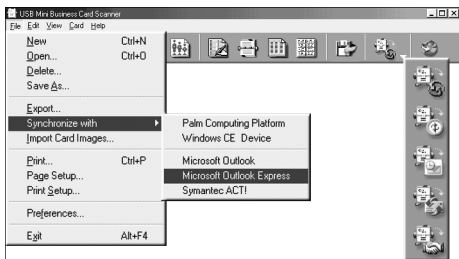
Synchronizing Your Information

Using the MBC Scanner application, you can synchronize your scanned files with your PDA or PIM to ensure that all your resources contain the same, most current information.

NOTE: To synchronize your information you need a PIM (personal information manager) such as Microsoft Outlook or Symantec ACT! or a PDA running either the Windows® CE or Palm™operating system.

To export information (default setting):

1 From the MBC Scanner application, click **View**, **Card List** and select the entries you want to export.

2 Click **File**, then **Synchronize with** or click the **Synchronize icon** and select the program that you want to synchronize with.

MBC Scanner application toolbar and synchronization options

Once synchronization is complete, a confirmation message appears.

To import information:

1 From the MBC Scanner application, click **File**, **Preferences** and select the import mode.

2 Click **File**, then **Synchronize with** or click the **Synchronize icon** and select the program that you want to synchronize with and follow the on-screen instructions.

Once synchronization is complete, a confirmation message appears.

NOTE: For more information on synchronizing information, click **Help** on the MBC Scanner application toolbar.