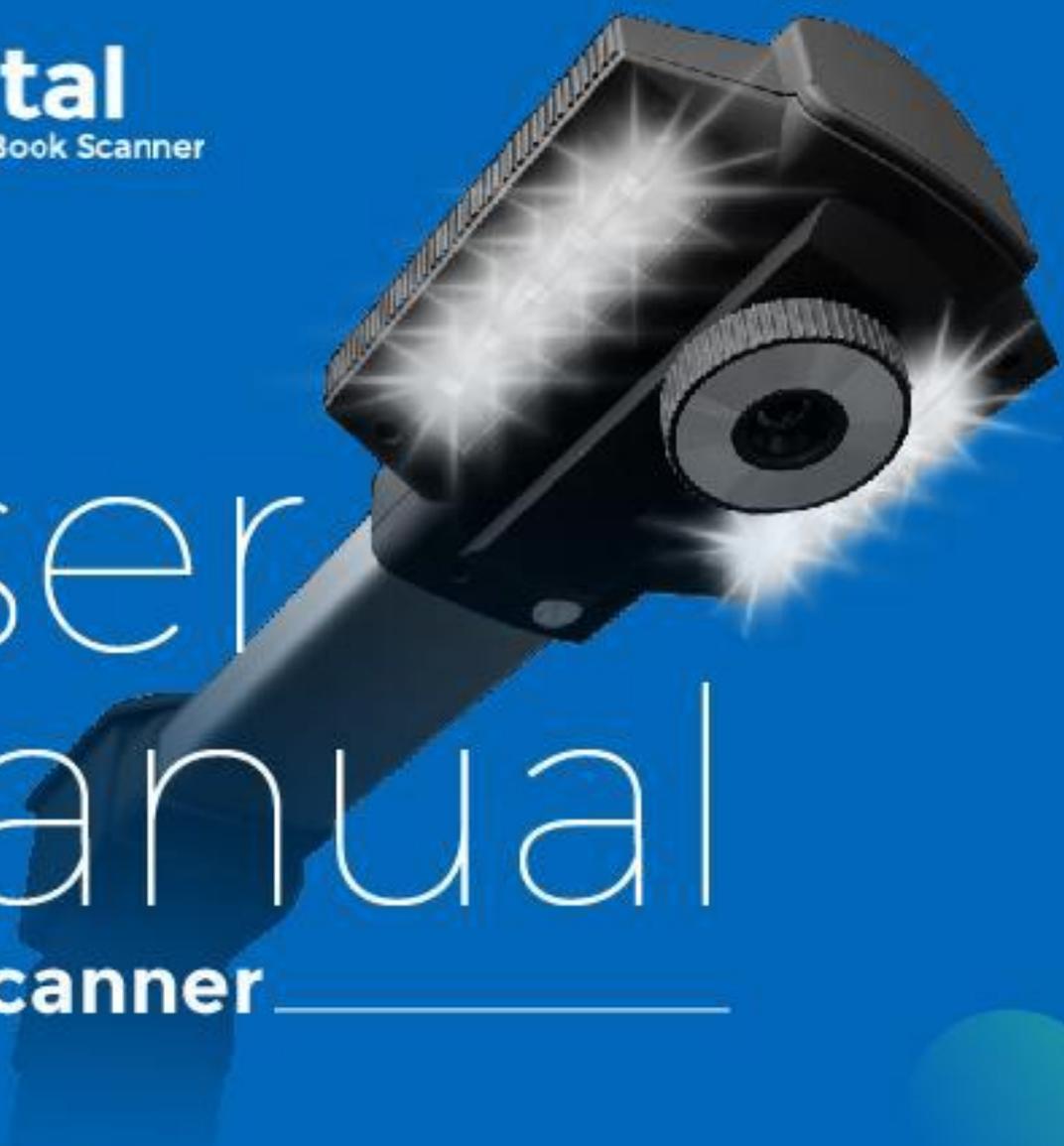




**Nortal**  
A Portable Book Scanner



# User Manual

**Book Scanner** \_\_\_\_\_



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## 1. System requirements

### Minimum requirement

- CPU: i3 series and above
- Memory: 2GB and above
- Hard disk: 50GB and above
- Operating system: Windows XP/Win7/Win8/Win10

### Recommended

- CPU: i7 series
- Memory: 8GB
- Hard disk: 500GB
- Operating system: Win7/Win8/Win10 64-bit

## 2. Installation instruction

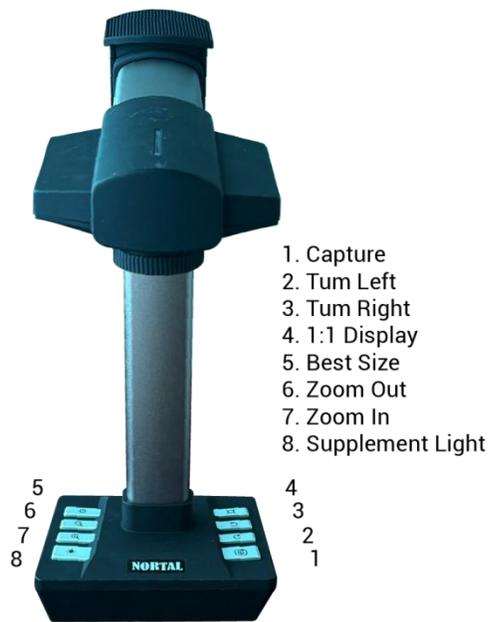
### 2.1 Function button and interface description

The hardware interface description is shown in Figure 1:



(Figure 1)

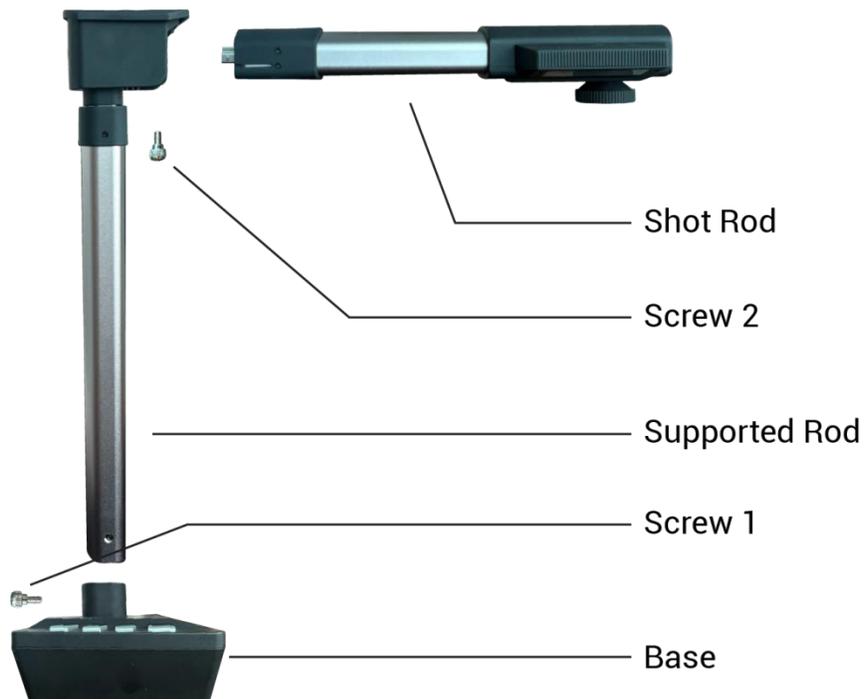
The button function description is shown in Figure 2:



(Figure 2)

[Placeholder for Figure 2]

## 2.2 Installation instruction



2.2.1 Insert the support rod into the base and then lock screw 1.

2.2.2 Insert the shooting rod horizontally into the support rod, then lock screw 2, install finished.

### 3. Capture standard

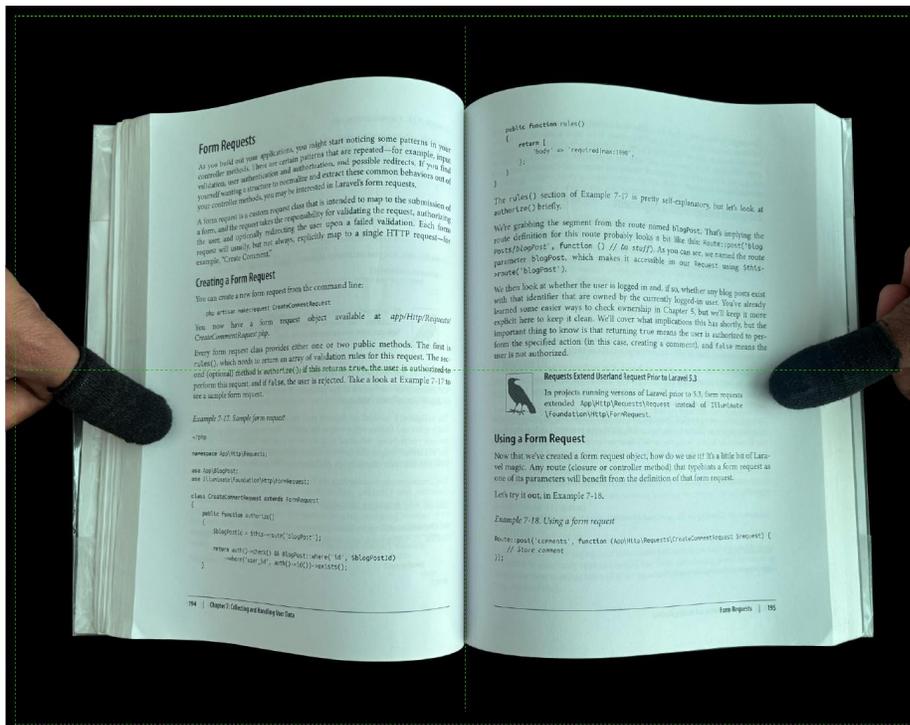
#### Standard operation

Please follow the following rules when capturing:

1. The background must be black.
2. Books should be as flat as possible, not askew. The middle of the book should be aligned with the dotted green line.
3. The outside of the book must be black in the green frame.
4. If the book is too thick, use your fingers to press it flat.
5. The position of the finger is in the middle of the left and right pages.
6. Use the black finger gloves.
7. The position of the finger cannot cover the content of the book, such as text or images.

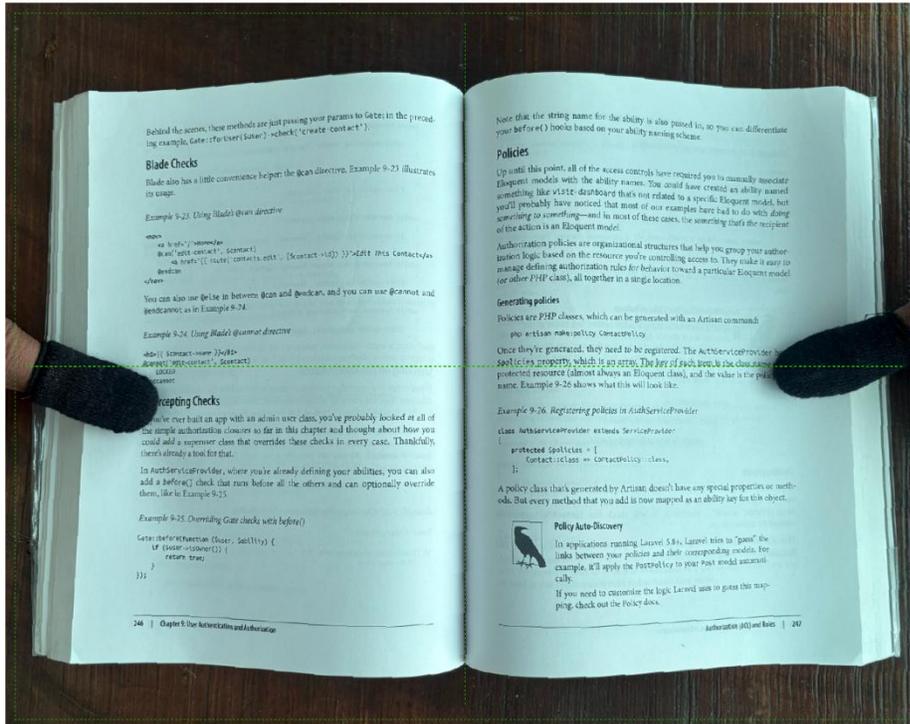
(Normative example)

[Placeholder for Normative example image]

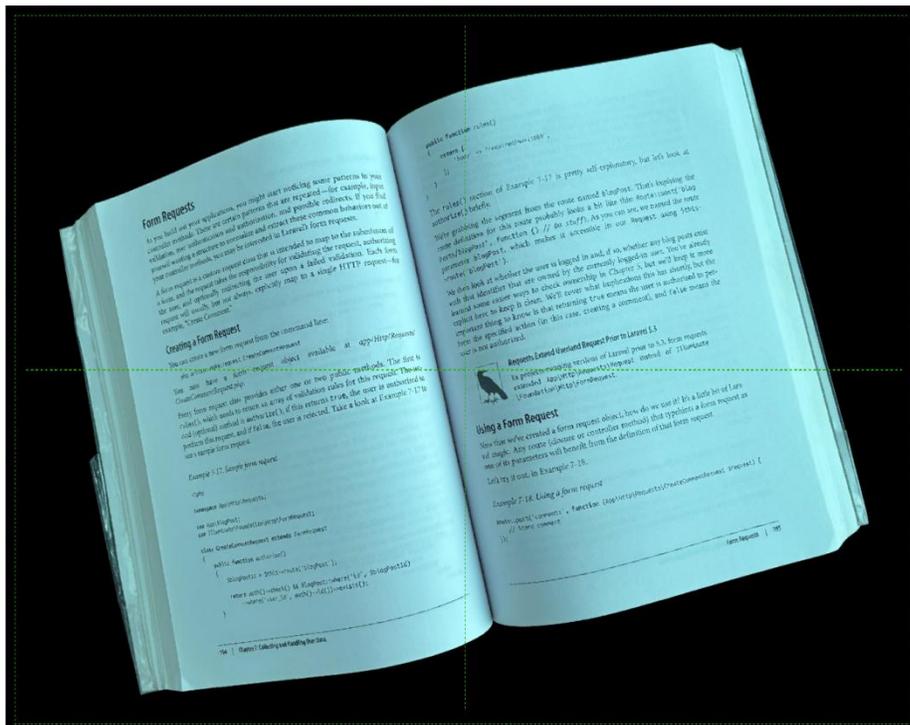


## Non-standard operation

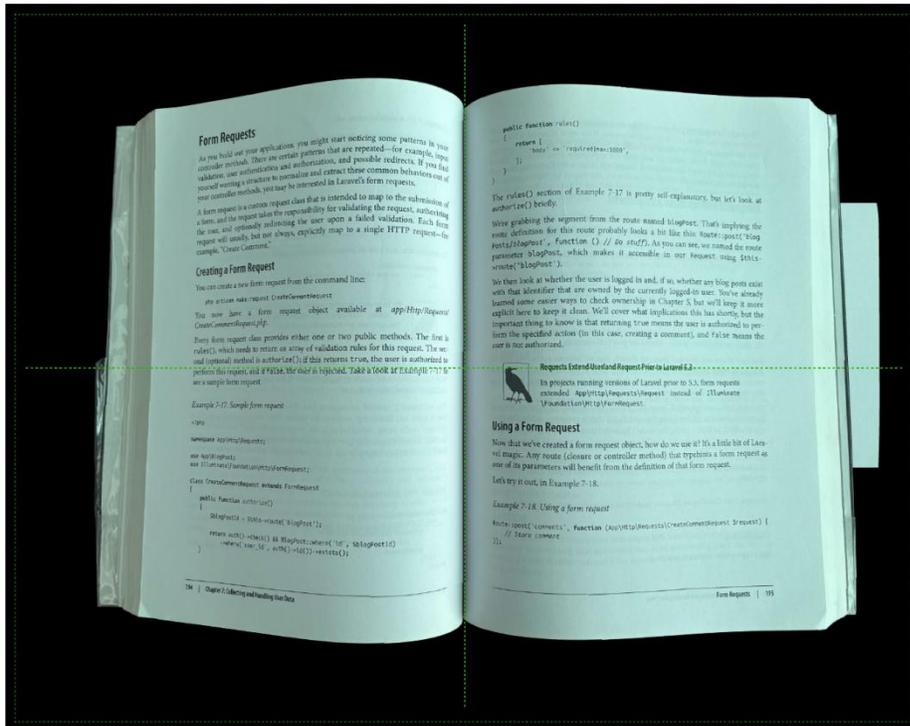
The book background is not black. It has to use a black mat.



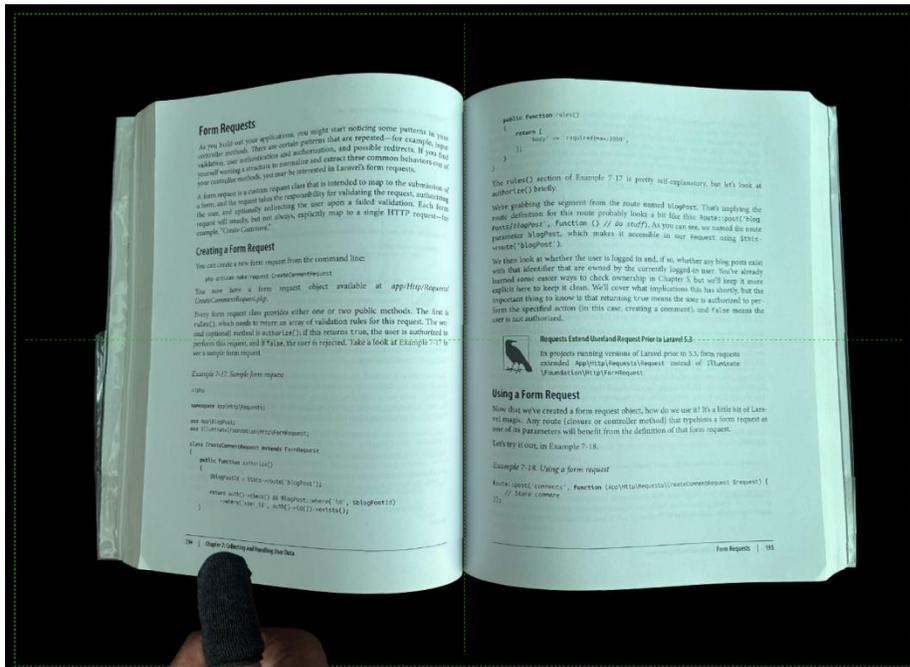
The book is askew and there is no dotted green line in the middle of the book.



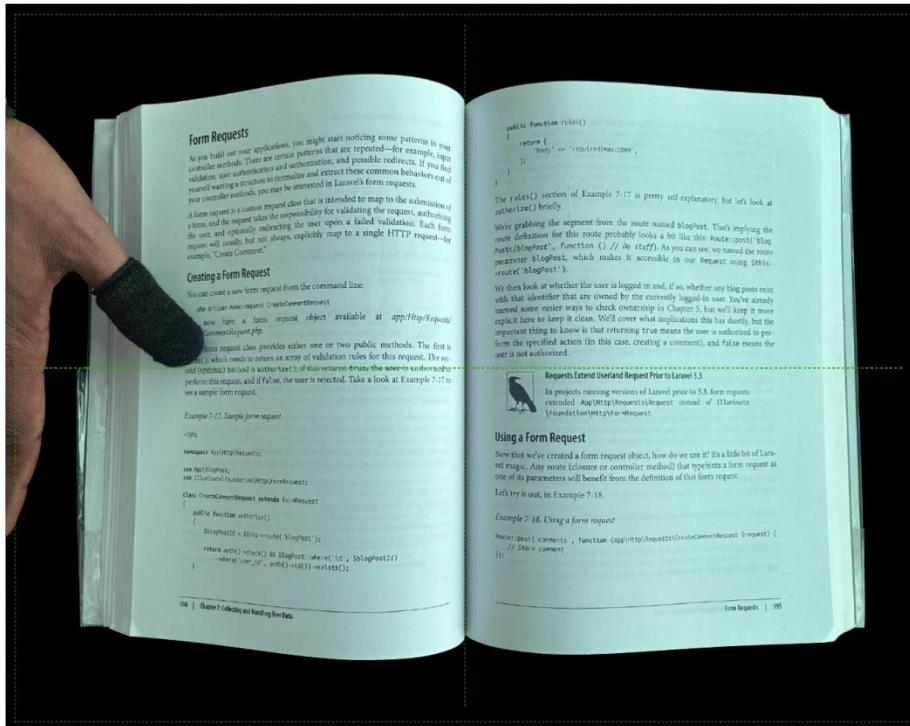
The right side of the book is not black. It should be black all around.



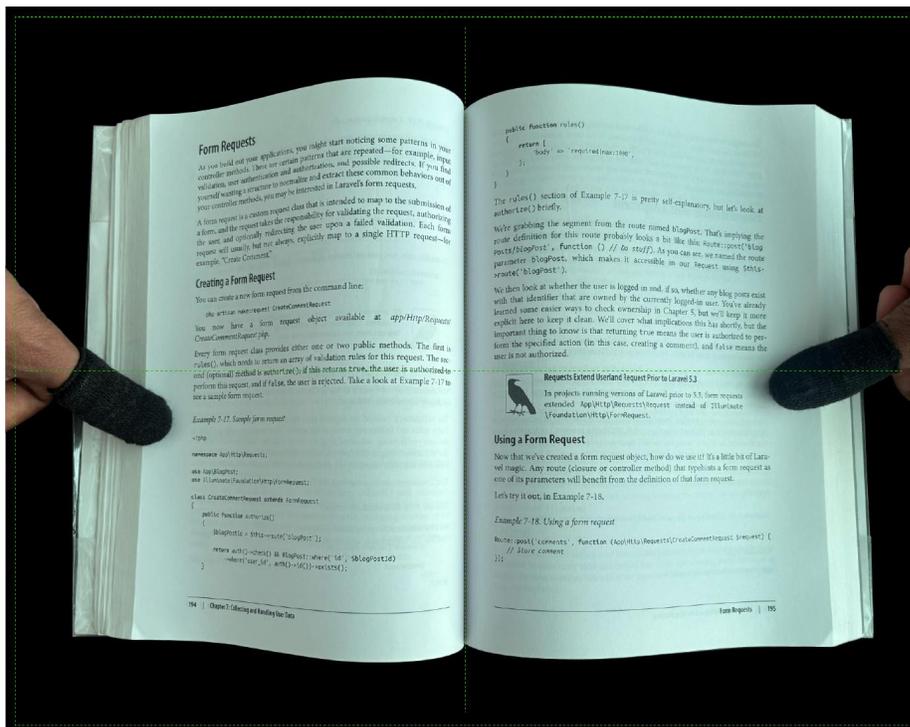
Wrong finger press position. You can only press your finger in the middle of the left and right pages of the book.



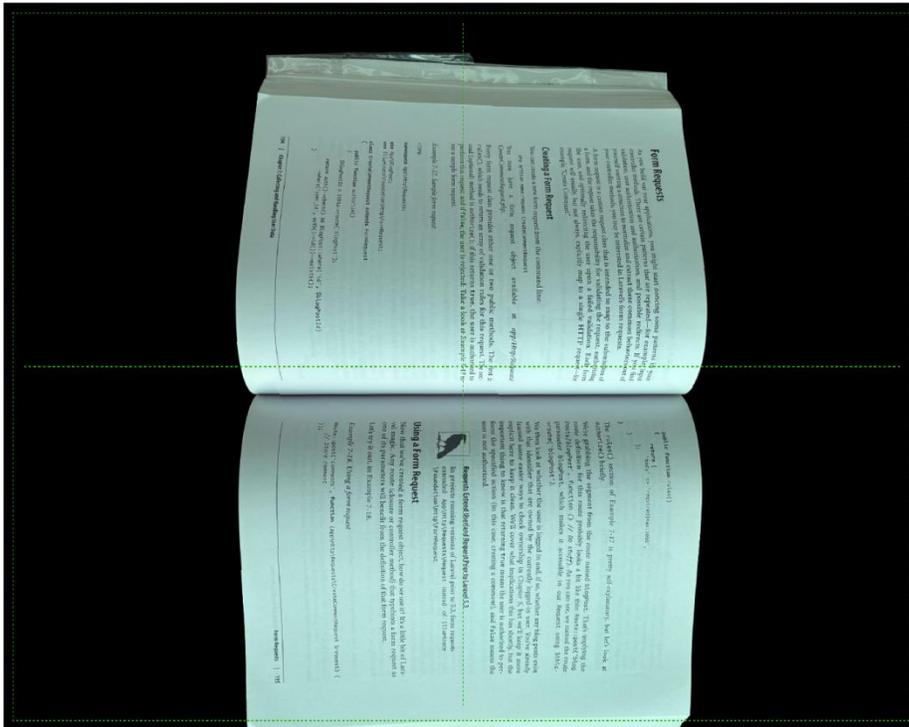
Fingers cannot cover the contents of the book.



The finger should press the book flat as far as possible, making the book "radian" as small as possible.



The book is in the wrong direction (top and bottom). It should be left and right. And its outside is not all black. The centerline of the book is also not aligned to the dotted green line.

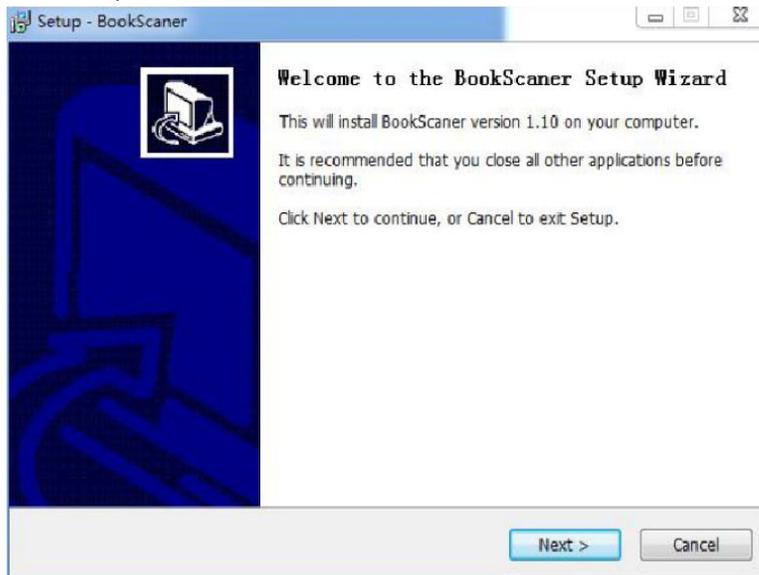


## 4. Software installation

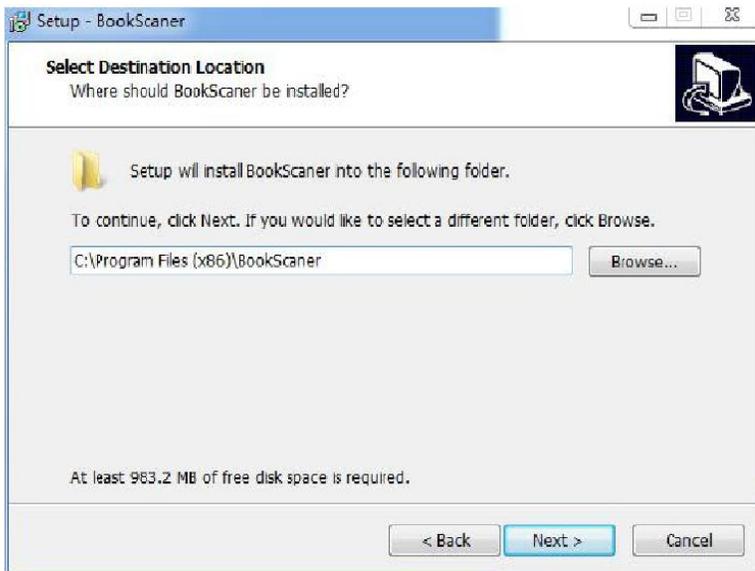
1. Click on software to install the software, **choose language in English**. Then it pops up the dialog box and click [Next].



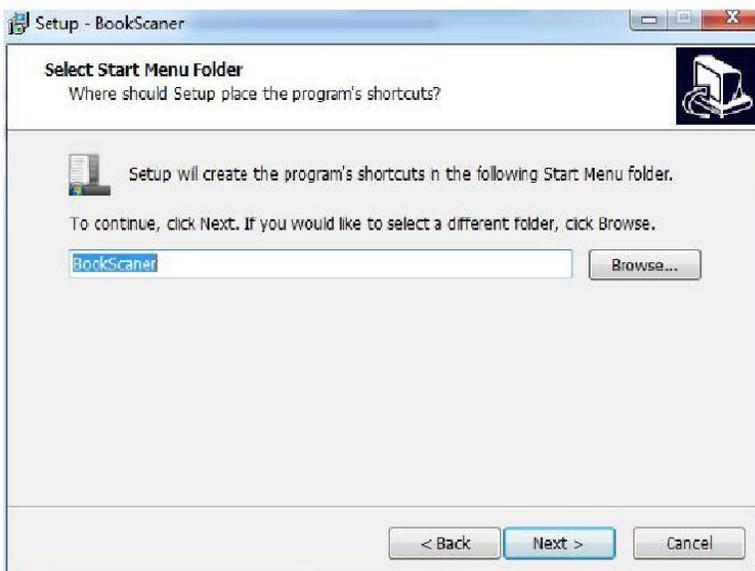
(1.10 is the version number. The file name may vary depending on the version number)



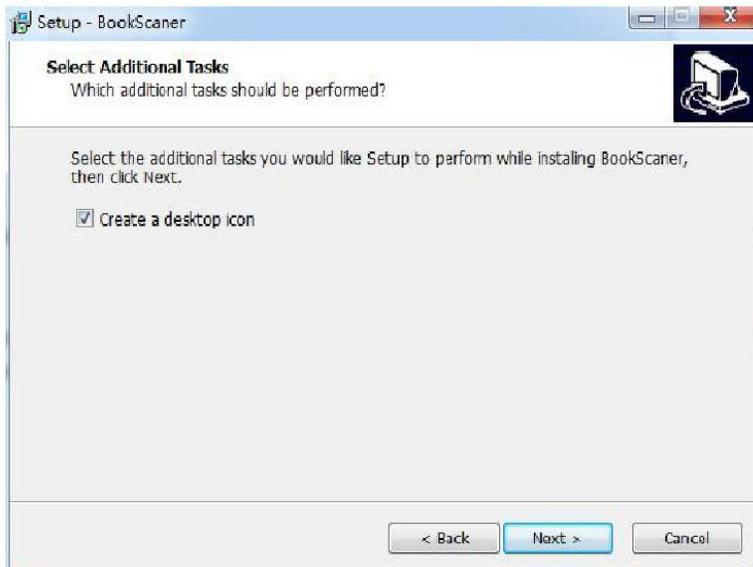
2. Custom installation directory interface. Default installation directory, please click [Next]; If users need to customize the installation path, they can click the browse button, and the path selection menu will pop up. After selecting the path, click OK, and the destination folder will be changed to the path set by users themselves. After confirmation, click [Next] to continue the software installation.



3. Select the start menu folder interface and create a shortcut in the start menu folder. If you need to change the directory, click the browse button, set it and click [Next].



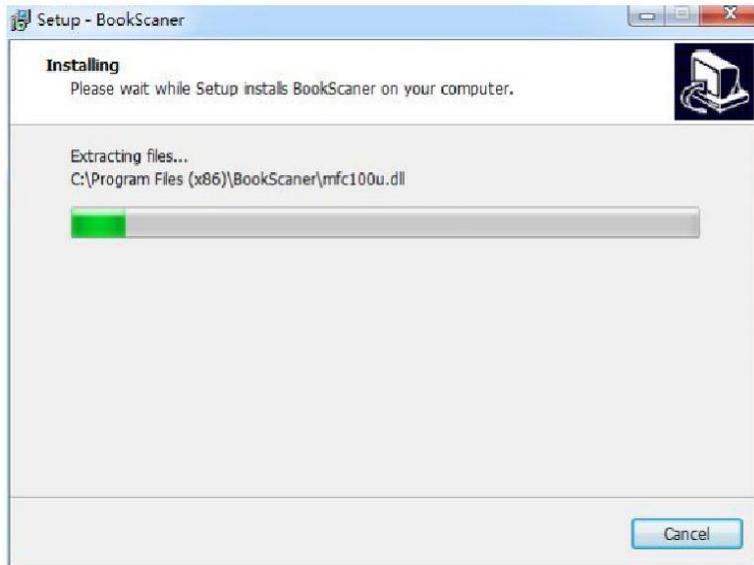
4. Select the additional tasks, you can create a desktop shortcut according to the needs, click [Next].



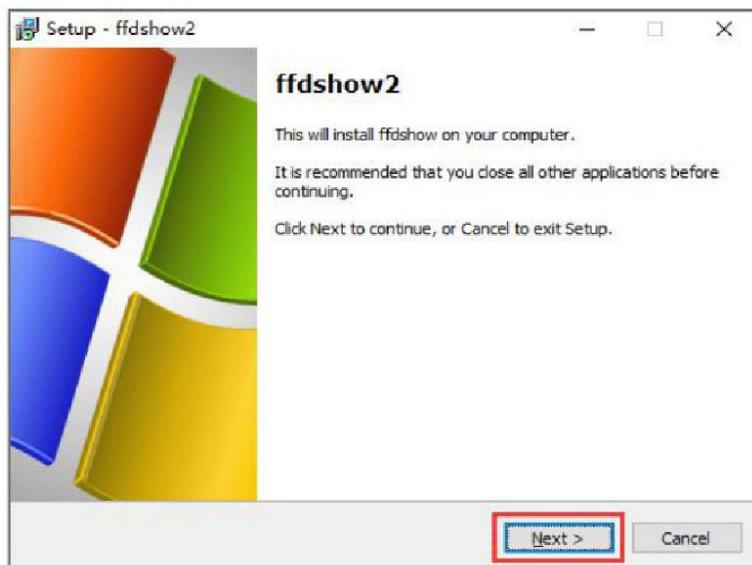
5. Prepare the installation interface, which can confirm the values set in the above steps. If you need to modify, select the previous step to modify, confirm it, and click [Install] to install the software.



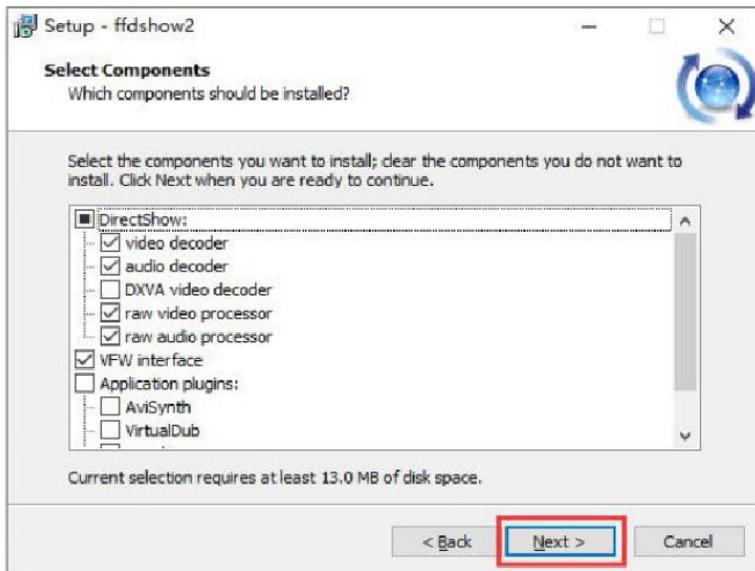
6. Pops up ffdshow2 installation screen. Click [Next].



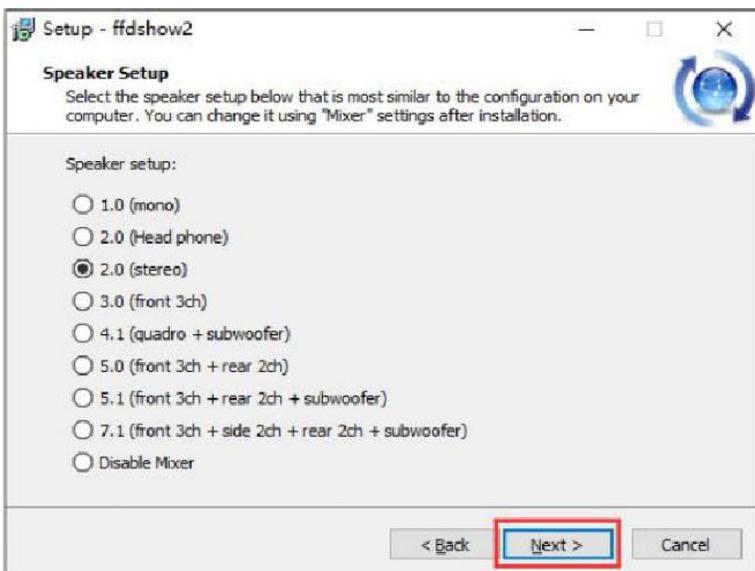
7. Continue to click [Next].



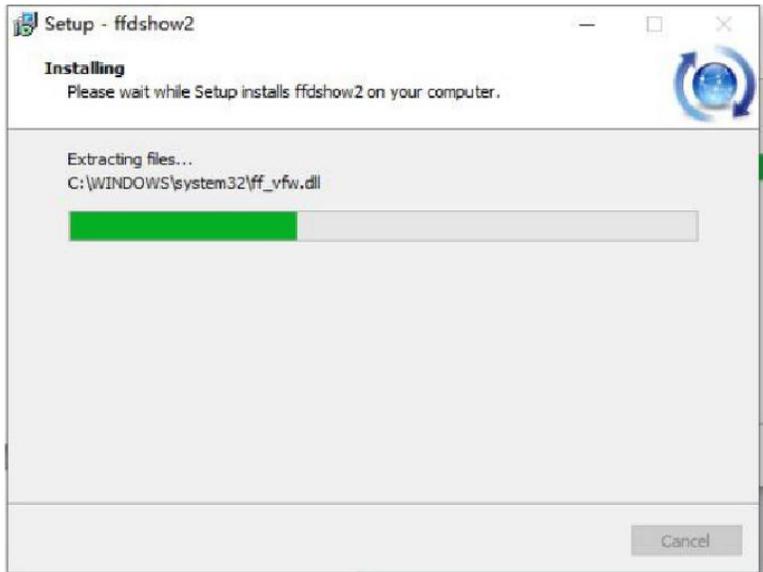
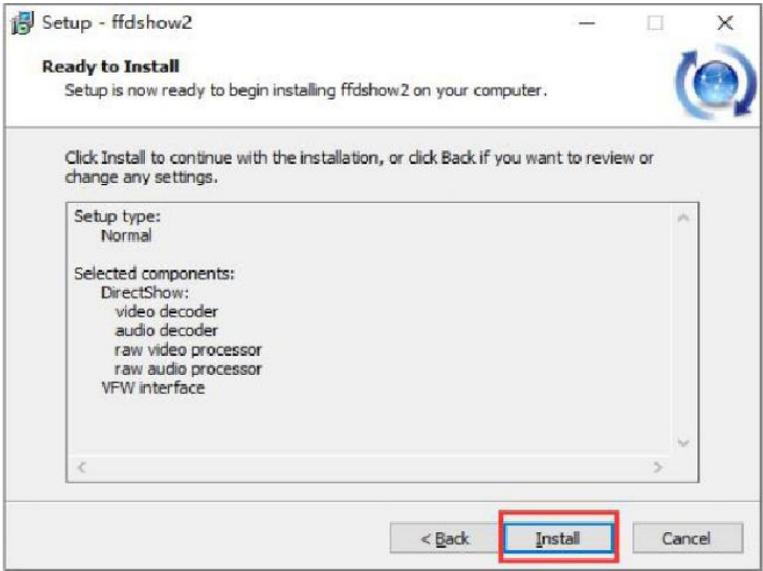
8. Continue to click [Next].



9. Continue to click [Next].



10. Continue to click [Install].



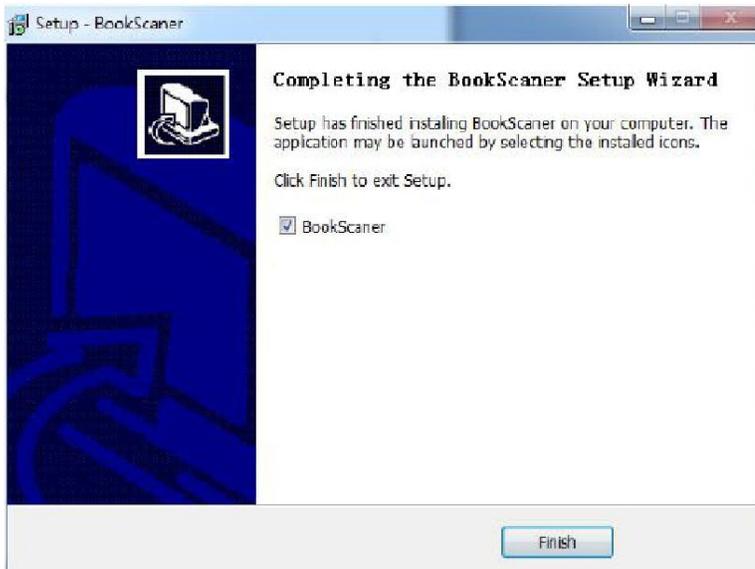
**If software is prevented from being installed by other software, please allow installation. Click [Finish].**



Click [Finish], then installation is finished. (The program does not run automatically by default).

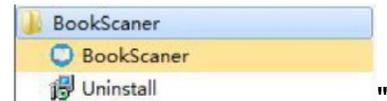


If you check "BookScanner," when installation is finished, the program will run.



## 5. Software uninstall

5.1 Go to start menu and click [Uninstall] on the submenu "



to uninstall this software.

5.2 Software can also be uninstalled through the control panel.

## 6. Software interface introduction

6.1 Turn on the software

Click the desktop icon to turn on the Book Scanner software.

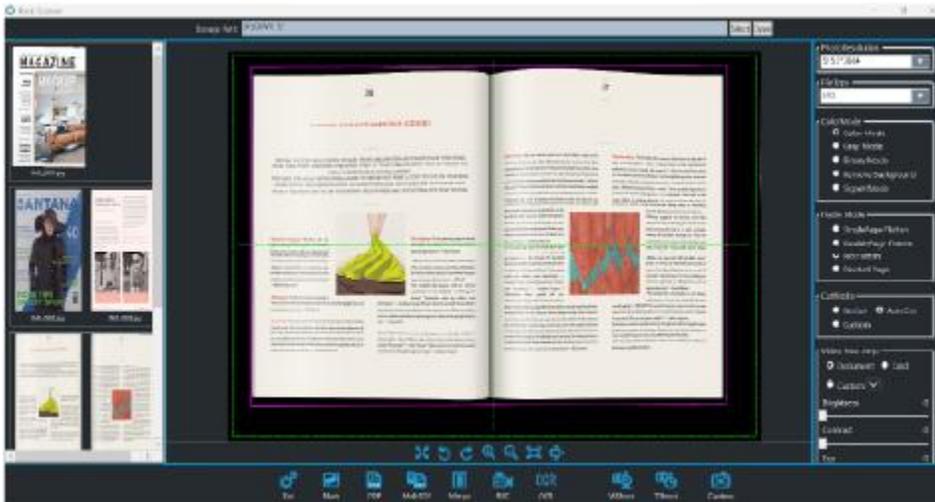


### 6.2 Software function area division

As shown in the figure below, the software interface is mainly divided into five areas:

- On the far left is the image list area (where the work done by the scanner is displayed as a thumbnail).

- In the middle is the image browse area (providing real-time image preview).
- On the far right is the image processing area (image processing, such as flattening, rectifying, or color mode selection).
- At the bottom is the additional functional area.
- At the top is the output file path selection area.



## 7. Software functions

### 7.1 Image list area functions

7.1.1 Provide a preview of the finished file in the form of a thumbnail.

7.1.2 Right-click on the selected file to open the file, delete, print, combine to PDF, and other operations.

### 7.2 Image preview functions

7.2.1 Provide a live preview under current work.

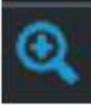
7.2.2 Preview area at the bottom of the function module:



7.2.2.1 Full screen preview



7.2.2.2  Turn left

7.2.2.3  Turn right

7.2.2.4  Zoom in

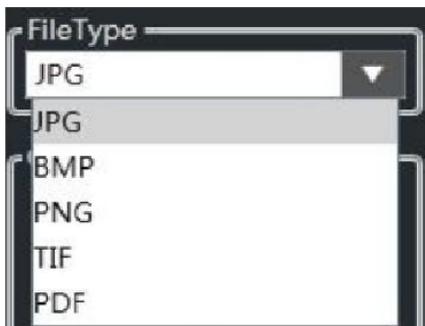
7.2.2.5  Zoom out

7.2.2.6  1:1 display

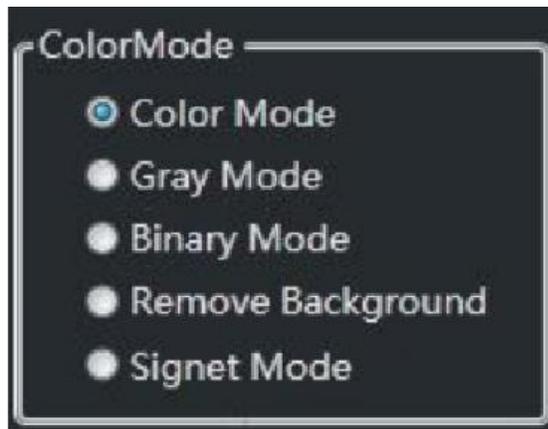
7.2.2.7 Best size

### 7.3 Image processing area functions

7.3.1 File output format selection. The drop-down menu on the right of the file format module provides various output formats. Please choose according to your needs.



7.3.2 Image color mode selection. Choose the color mode according to your needs.

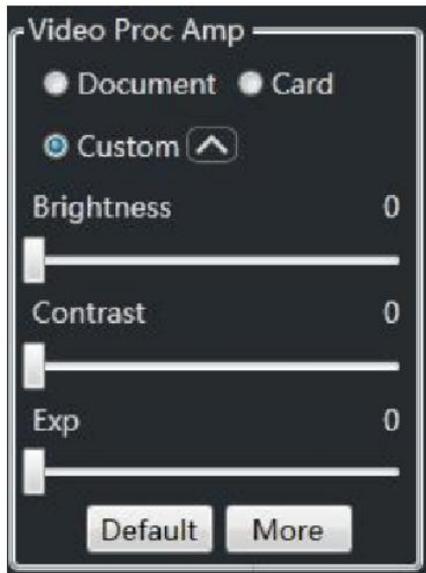


7.3.3 Book scan handle mode selection. 3 modes: Single Page Flatten, Double Page Flatten, and No Flatten.



7.3.4 Image quality adjustment. 3 modes: document mode, certificate mode, and custom adjustment mode.

- Document mode is used to shoot documents, books, and paper files.
- The certificate mode is more suitable for the shooting of ID cards, cards, and other certificates.
- In the customized adjustment mode, users can adjust the picture quality effect according to the actual environment. The first-level menu provides three adjustments: brightness, contrast, and exposure. If you are not satisfied with the adjustment result, you can click [Default] to return to the initial value of the software.



Click [More] for more quality adjustments and camera controls. Click OK when the adjustment is complete. If you are not satisfied with the adjustment result, you can click [Default] to return to the initial value of the software.

7.3.5 Delete the black edge . In the non-flat mode, check the black edge to remove the black edge around paper documents or certificates. If you are shooting books and use the flattening function, it is not recommended to check the black edge function, so as not to affect the flattening effect.

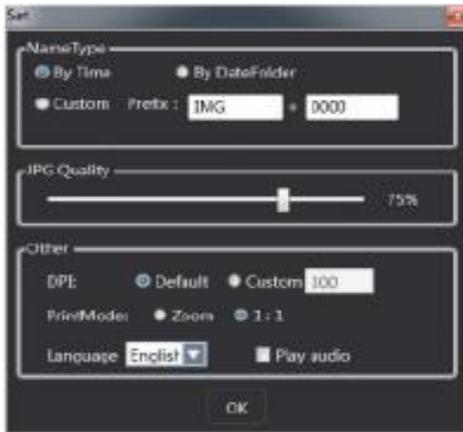
7.3.6 Reference line setting . If you check the box to display the reference line, it will display the reference line in the preview screen. If you do not check the box, the preview screen will not display the reference line.

## 7.4 Additional functional area functions



7.4.1 Setting 

Click [Set] pops up the following dialog box with naming options, image quality, and other configuration options.



### 7.4.1.1 File name type

7.4.1.1.1 Default name by time: the output file is named after the current computer time.

7.4.1.1.2 Named by date folder: the software will create a new folder with the current computer date to hold the output files (named after the date) under the specified storage path. The next day, a new folder will be created to hold the files of the day.

7.4.1.1.3 Custom: name it as you want in a qualified format. Format: prefix + numeric prefix can be Chinese characters or letters. **Do not use special symbols.**

7.4.1.2 JPG image quality adjustment: When the output file is in JPG format, this option can compress the output file size. **There will be corresponding loss of file quality.** Please adjust according to your needs.



### 7.4.2 Watermark

Click [Mark], pops up the following dialog, check the watermark, you can add a watermark to the output file. Dialog box that can edit the watermark according to the prompt, such as file type, content, font, transparency, etc.

Time or add watermarks, format in the current computer time (y-m-d h-m-s).



### 7.4.3 Convert to PDF

Click [PDF], output the file directly in PDF format.

### 7.4.4 Multi-page PDF

7.4.4.1 Click [Mult PDF], pops up the following dialogue:

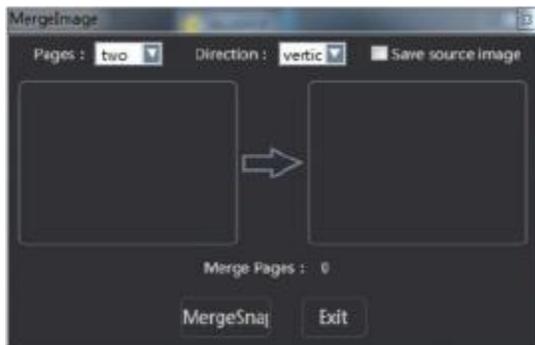


Click [Add Page], the software will capture and provide image preview in the window. Multiple pages can be added continuously. After adding, click "Finish PDF capture" to form a PDF file in the form of multiple pages.

7.4.4.2 Click [Save source image] and click [Add Page] to generate an image file in JPG format and save it to the storage directory.

### 7.4.5 Image merge

7.4.5.1 Click [Merge], pops up the following dialogue:



### Operating instructions:

1. Select the number of pages to merge (this software provides 2, 3, and 4 page images to merge).
2. Select the direction to merge (left/right or vertical reverse).
3. Put away the items or documents that need to be captured, and then click [MergeSnap]. The merged image will be automatically produced when the required number of merged pages has been shot.

7.4.5.2 Check [Save source image] to save the single-page JPG image of the current shot.

7.4.5.3 The left side of the preview window provides a single-page preview of the current shot, and the right side provides a preview of the merged image.



7.4.6 Read ID card

Click [IDCard], pops up the following dialogue:

## Operating instructions:

1. Place the ID card in the center of the shooting (the background must be dark like black).
2. Click [ReadCard], and the software will identify the ID information and save it to an Excel sheet. (There will be recognition rate problems in text recognition, and errors may occur. You can modify and save in the corresponding project.)
3. [CardOcr] this function requires the support of the model, please refer to the purchased model. When finished, please click [Exit].



### 7.4.7 Video

Click [REC], pops up the following dialogue:

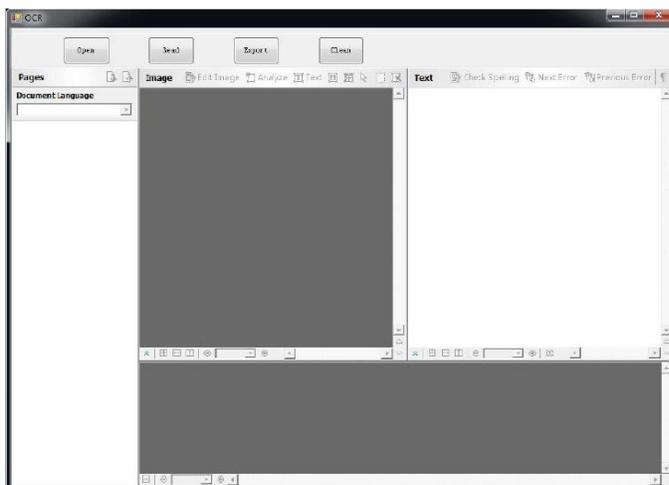


This video recording function provides three editable options: video source, format, and frame rate. Please choose according to your requirements.



### 7.4.8 OCR

Click [OCR], pops up the following dialogue:





#### 7.4.9 Intelligent continuous shoot

Intelligent continuous shoot is the function of software to automatically detect the change of paper so as to capture.

Click [WShoot], pops up the following dialogue:



When click [MultPDF], after the continuous shooting is finished, click stop and a multi-page PDF file will be generated and displayed in the image list area.

#### 7.4.10 Capture turn on the camera, then you can capture. There are 3 ways to capture:



1. Click Capture in the software.
2. Press the capture button of the device to take photos.
3. Connect the foot pedal switch to the device and take photos by stepping on the foot pedal switch.

After the photo is taken, the image can be seen in the image list area on the left of the software.