Quick Reference Printer / Scanner Guide

>Please use this guide from behind your PC

Printer

How to install a printer driver...

1 Insert the supplied CD-ROM into the CD-ROM drive.

2Select a language and click [OK].

BClick [DDST Printer Drivers].

■Click [I accept the agreement.], click [Next >].

5 Follow the instructions on the display.

How to prepare printing...

2Select the required printer.

BSelect [Set as Default Printer].

4 Select [Printing Preferences].

1 Select [Start], [Settings], [Printers].

5 Make the settings you want, click [OK].

How to print...

Open your document.

2 Press directly the 'Print' icon, or press [File], [Print], [Properties].

13 Make the settings you want, click [OK].

Scanner

How to install a TWAIN Driver...

Insert the supplied CD-ROM into the CD-ROM drive.

2Select a language and click [OK].

BClick [DDST TWAIN Driver].

4 Follow the instructions on the display.

How to scan originals...

1 Select [Start], [Program], [Accessories], [Imaging].

2Press [File], [Select Device...].

BSelect the required model, press [OK].

■Place the original in the scanner.

5Press [File], [Acquire Image...]

GSelect the connection method, click [OK].

Select [Preview] or [Scan].

BPress [File], [Save].

Setting Originals

An original to be scanned	R			
Decide the placement method.	Exposure glass		ARDF	
Place the original. (There are two original orientations.)	Place the original so that the top edge touches the top left of the exposure glass.	Place the original so that the top edge touches the rear of the exposure glass.	Place the top edge of the original first.	Place the original so that the top edge touches the back of the ARDF.
The original displayed on a computer	R			