Configure scanner for Windows 7

Learn how to configure a scanner for Windows 7 and Relais ILL.
The Kofax software used with scanners in Relais is no longer supported in Windows 7. When your scanner workstation is upgraded to Windows 7 you will be required to reconfigure your scanner workstation to use its twain driver and ensure your desktop shortcut points to the Scanner7.exe. The Scanner7 application has been distributed with Relais since V2010.

The following steps walk you through this reconfiguration on each workstation.

1. Install the most recent twain driver for your scanner.
   
   Note: Although scanners often come with an existing setup dvd, it is recommended that customers download the needed twain driver directly from the manufacturer's website. This will ensure that the latest version of the twain driver is installed on the scanner workstation.

2. In your Relais.ini, manually replace the scanner settings for the [Scanner] instance with the defaults listed below.

   **Relais.ini Default Scanner Section**

   ```ini
   [SCANNER]
   AppLoginUserID=SYSTEM
   AppLoginPassword=SYSTEM
   Setting0=Copy Quality
   Setting1=Text
   Setting2=Color
   Setting3=Gray Scale
   EnableLogin=N
   DefaultPaperSize=Letter
   PaperSizeButton1=Letter
   PaperSizeButton2=Legal
   PaperSizeButton3=A4
   PaperSizeButton4=B5
   PaperSizeButton5=A3
   DeviceInterface=Twain
   AddDocumentRoot=<Relais Root>\Scanner\n   FileRoot=<Relais Root>\Scanner\n   DiskSpaceThreshold=100
   UseFileTransferService=N
   PageAnnotation=N
   ExpressEditRequest=Y
   ExpressAddRequest=Y
   AddRequestDefault=L
   ExternalNumberRequired=N
   EnableTimeOut=N
   ```

   Note: If you have multiple scanner instances already defined in your Relais.ini, e.g. [SCANNER -
SCAN1], [SCANNER - SCAN2], replace the section for each instance with the default above.

- Ensure that you update the <Relais Root> in each instance with the correct Path to your Relais installation.

3. Launch **Administer Settings** to customize the Scanner configuration for each of your scanner instances.

![Extended Scanner Settings](https://help.oclc.org/Resource_Sharing/Relais_ILL/Supply_documents/Configure_scanner_for_Windows_7)

4. If you have multiple scanner instances ensure the Scanner7 shortcut exists on your workstation desktop and that it is calling the correct instance. On the icon right click and select Properties. At the end of the target line, add the scanner instance for the workstation, enclosed in double quotes.

  - e.g. C:\Relais\Scanner7.exe “SCAN1”

5. Launch the scanner application and when you are prompted to **Select Source**, please select your twain driver. If your scanner supports image processing software, select the driver that references +SIPC from the list.

6. You will be prompted to set up a default scanner profile

   1. At the first prompt click "Ok"
2. Enter a name for your default profile and click "Ok"

If your scanner supports image processing software, you will be presented with the "Image Processing Software Option Screen" next.

1. Click "Setup Scan" to adjust your Twain settings
2. Adjust your Twain settings and click "Ok"

3. Once you have returned to the "Image Processing Software Option Screen" click "Ok"

7. Your scanner reconfiguration is now complete. Your scanner profile is saved in "C:\Windows\Scanner Profiles"