

# **AXIS 700 and Ricoh Aficio 40 I**

---

## **Introduction**

This document describes how to use your AXIS 700 together with your Ricoh Aficio 401 scanner (Require AXIS 700 software 1.11 or higher). The document contains the following information:

- Entering and leaving scanning mode.
- What to consider when scanning from the ADF

Axis Communications AB (<http://www.axis.com/>)

November 25<sup>th</sup>, 1998

# Table of Contents

Introduction .....	1
Preparing Your Aficio 401 for Scanning .....	3
Scanning Using Your Aficio 401's ADF .....	4
Paper Orientation .....	4
Double Sided Scanning .....	4
Returning to Copy Mode .....	5

---

## Preparing Your Aficio 401 for Scanning

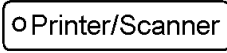

To use your AXIS 700 with the Aficio 401 you have to make the Aficio 401 available for SCSI scanning. Below is described how that is done.

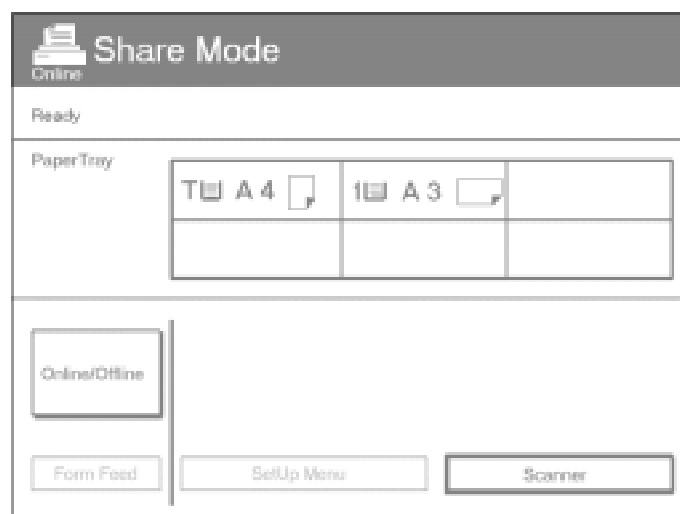
---

**Note:** Make sure that the Aficio 401 is in scanner mode when you start up your AXIS 700. Otherwise it will not be able to detect the scanner.

---

On the control panel of the Aficio 401 do the following:

1. Press the  (or ) button on Aficio 401's control panel. The display will change to the Share Mode screen.



2. In the Share Mode screen, make sure that the online mode is selected. If not, select it by pressing the **Online/Offline** button.
3. Press the **Scanner** button. The **SCANNER** screen will be displayed and your Aficio 401 is now ready to use for scanning.



---

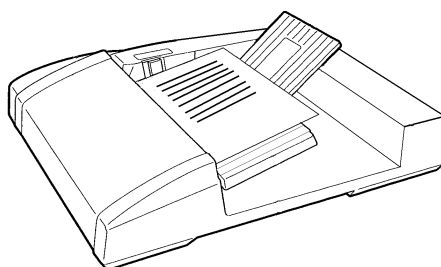
## Scanning Using Your Aficio 401's ADF

If you insert your document in the ADF the same way you do when you are using your Aficio 401 for copying, the pages will be in the wrong order. The first page will become the last and vice versa. Inserting the document upside down in the ADF easily solves this.

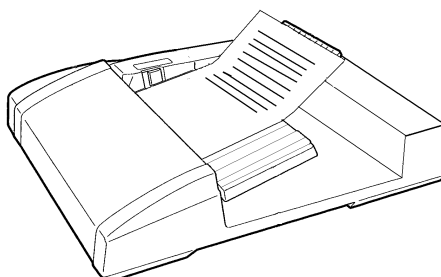
### Paper Orientation

The document can be inserted into the document feeder in two ways:

1. Laying down in the feeder



2. Standing up in the feeder



If the document is placed laying down in the feeder (as illustrated in step 1 above) then the scanning profile you use should have paper orientation set to landscape. If it is set to portrait then the top and the bottom of the document will not be scanned.

If it is placed standing up in the feeder (as illustrated in step 2 above) then portrait should be the selected paper orientation in the scanning profile you use. Otherwise the bottom of the document will not be scanned.

### Double Sided Scanning

Double sided scanning with the Aficio 401 is somewhat limited. If you place the document standing in the feeder (as illustrated in step 2 above), and use a scanning profile with the paper orientation set to portrait, the result will be a document with every second page turned upside down.

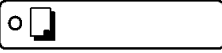
If you instead place the document laying down in the feeder (as illustrated in step 1 above), with the paper orientation set to landscape in the scanning profile you use, all pages of the document will be rotated 90° to the left. You can correct this by opening the scanned

document in your viewer of choice, e.g. Acrobat Exchange, and there rotate the document back.

---

## Returning to Copy Mode

When you are done scanning and want to use your Aficio 401 for copying you have to enter copy mode again. This is described below:

1. Return to the Share Mode screen by pressing the EXIT button in the SCANNER screen. The display will change to the Share Mode screen.
2. Now press the  button on your Aficio 401's control panel to return to scanner mode.