Using the ION Scanner

The ION scanner works much like a simplified digital camera. You take digital pictures of slides, film, or photos and save them directly to an SD card, or use the computer to transfer the images to other media.

NOTE: The scanner's memory capacity is extremely small at 20 MB, which equates to around 12-25 pictures depending on your resolution setting. It is recommended (but not necessary) that you save directly to an SD card if you intend to convert a significant number of images.

1. Obtain the appropriate media holders from a computer aide. These holders are what will keep your film/slides/photos in place while scanning.
2. If you intend to save your converted images to an SD card, insert your SD card before turning on the ION scanner. If you insert the SD card after turning the scanner on, you will be prompted to reboot the scanner.
3. Set the top and bottom sliders to the appropriate positions, FILM SCANNER or PHOTO SCANNER. You can move the sliders while the scanner is on, but you will receive a warning reminding you to adjust both sliders.
4. Turn the ION scanner on with the small button just above the SCAN button.
5. When you turn the scanner on, you will start at the MODE menu. The left and right buttons navigate the menu, while the ENTER button confirms the selection. The MODE button will typically take you back to the MODE menu. Before scanning anything, there are some settings you may want to change. The available options are slightly different depending on what you are scanning.
   1. Photo options
      1. Resolution – This controls how much detail the digital image will have, and is measured in megapixels. Your choices are 5M or 10M, taking up about 1 MB and 1.7 MB of memory respectively. 5M is good for most practical purposes.

2. Crop – This controls the framing of the picture. Your options are 3x5, 4x6, and 5x7.

3. Effect – Chose between Color and Black & White.

2. Film/slide options

1. Resolution – Same as with photos.

2. Film – Chose between Film negatives, Slides, Black & White. You can capture digital images with the wrong setting, but the exposure will be bad.

6. If you are NOT using an SD card, you should ensure there is nothing already saved on the scanner because of memory limitations. See step 12 for how to do this.

7. After confirming your settings, you are ready to start scanning images. Insert your photo/film/slides into the appropriate holder. Photos slide into their holder from a slit in the top, while film and slide holders need to be opened (the front and back are held together with a hinge and magnets).

8. In the MODE menu, select Capture. The display will now show you what you are scanning.

9. Insert the holder to the appropriate slot on the scanner. The photo holder slides into the top with the front facing you. The film and slide holders slide into the right side of the scanner, front facing you, arrow side first. You should have the image in frame in the display (adjust the holder as needed).

10. If you press the ENTER button, you will be presented with several sliders. These represent the Exposure Level, Blue Level, Red Level, and Green Level. If you would like to adjust the levels, use MODE and ENTER to select the appropriate slider, then use the left and right arrows to adjust the levels. Press SCAN to exit this screen.

11. When you are content with the levels and framing of the image, press SCAN to capture the image.

12. After scanning, you will get a prompt to either Save or Discard the captured image. Press ENTER to save it.

13. If you are capturing images of photos, remove the holder from the scanner, replace the photo, and repeat the process. If you are using the film/slider scanner, shift the holder to the left until the next image is in frame, make any necessary level adjustments, then press SCAN to capture the image. Repeat until done with the images in the holder, then pull the holder out through the left side of the scanner.

14. If you are using an SD card, simply continue capturing images until you are finished or run out of room on your card. If you are not using an SD card, every 10 images or so, you should transfer the images to your media on the computer (flash drive, DVD, phone, email attachments, etc.) then clear the scanner memory to continue. A warning message will appear to tell you when the memory is full.

15. At any time, you can see what has been saved by selecting Playback from the MODE menu. Playback will automatically start running through your images. Press ENTER to take manual control with the left and right arrows. Press ENTER again to enter an editing screen where you can rotate and delete images.

16. To begin the process of transferring images from the ION canner or SD card to media attached to the computer, return to the MODE menu and select USB MSDC. After a short animation, the screen will go blank.

17. On the computer, in Windows Explorer (the folder on the taskbar), if you navigate to My Computer, under "Removable devices" you should see "ION Scanner." Go through a few layers of folders and you should see your images. The main folder will have a name with 3 digits + COACH.

18. Transfer the photos to your desired media as you would any other file. Click "Burn" at the top of the screen if copying to a CD or DVD.

19. Delete the files from the ION scanner when you are finished.

20. To continue scanning, press the MODE button on the scanner and navigate to Capture to continue.

21. Power off the scanner with the power button when you are finished.