

# SHARP®



# Sharpdesk

## INSTALLATION GUIDE

Please keep this manual as the information mentioned below is very important.

### Sharpdesk Serial Numbers

This product can only be installed on a number of computers equal to the number of licenses. Any additional computers will require additional licenses.

## Please read

- The explanations in this manual assume that the person who will install the product and the users of the product have a working knowledge of Microsoft Windows.
- For detailed information on the software in the CD-ROM, please view the user's guide (PDF format) that is included on the CD-ROM.
- For information on the operating system, please refer to your operating system manual or the online Help function.
- The explanations of screens and procedures in this manual are for Windows XP. The screens may vary depending on your Windows version and settings.

## Warranty

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# Table of Contents

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<b>Sharpdesk CD-ROM (for Windows)</b> .....	<b>1</b>
<b>Software Programs</b> .....	<b>1</b>
Sharpdesk (Desktop Document Management Software).....	1
Network Scanner Tool .....	1
SHARP TWAIN AR/DM .....	1
<b>User's Guides for Software Programs</b> .....	<b>2</b>
<b>Installing the Software Program</b> .....	<b>3</b>
Installing Sharpdesk and Network Scanner Tool .....	3
Installing SHARP TWAIN AR/DM .....	5
<b>Uninstalling the Software Program</b> .....	<b>5</b>
Uninstalling the software program from the Control Panel .....	5

# Sharpdesk CD-ROM (for Windows)

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The CD-ROM consists of 2 discs. The CD-ROM contains the following software programs:

- **Sharpdesk\* (Desktop Document Management Software)**
- **Network Scanner Tool**
- **SHARP TWAIN AR/DM (Twain driver)**
- **OmniPage Pro Trial (Nuance Communications, inc.)**

\* Sharpdesk can only be installed on the number of computers indicated in "Sharpdesk Serial Numbers" on the cover of this manual. If you need to install Sharpdesk on additional computers, please purchase the optional license kit.

(If the version of the software on the CD-ROM in the license kit is different from the version of the software on the CD-ROM that accompanies the machine, it is recommended that you use the newest version of the software.)

## Software Programs

For detailed information on each of the software programs, please refer to the user's guides on the CD-ROM. To view the manuals in PDF format, Acrobat® Reader or Adobe® Reader™ of Adobe Systems Incorporated is required. If neither program is installed on your computer, the programs can be downloaded from the following URL: <http://www.adobe.com/>

### Sharpdesk (Desktop Document Management Software)

Sharpdesk lets you manage a variety of electronic information such as scanned image data from a Digital Laser Copier/Printer or documents created using word processing or spreadsheet application software. Some of the important features of Sharpdesk are:

- Sharpdesk works with your scanner to let you read paper documents into your computer using a full-featured set of scanning controls and options.
- Sharpdesk makes editing of your images and documents quick and easy.
- A text image scanned into Sharpdesk can be converted into editable text for use with your favorite word processor. Sharpdesk uses an advanced Optical Character Recognition (OCR) engine that even preserves your document layouts.
- Distributing documents by e-mail or printing a hard copy is as easy as dragging a file onto an icon on the Sharpdesk OutputZone.
- Multiple files can be combined together into a single new file. After creating a combination file, the page order can be changed or new pages added.
- You can search for an image or text file using a single word, phrase, or list of words. You can also perform a detailed search by specifying the file type, modified data, or a keyword.
- A color image scanned on the machine can be saved as a PDF file using a high compression ratio to reduce the file size. (To view a PDF file saved using a high compression ratio, the latest version of Adobe Reader is required.)

### Network Scanner Tool

This is a utility that helps you use Scan to Desktop. It configures the necessary settings in the Digital Laser Copier/Printer and client computer to receive data. In addition, Network Scanner Tool will automatically start Sharpdesk upon receiving image data.

The scanned image received by your computer can automatically be:

- Saved in a folder.
- Passed to the application set in Network Scanner Tool.
- Sent as e-mail.
- Saved in Sharpdesk.

### SHARP TWAIN AR/DM

SHARP TWAIN AR/DM imports image data from a Twain interface into a Twain-compliant application. SHARP TWAIN AR/DM has the following features:

- A selected range of the image data can be imported.
- The image can be rotated when imported.

## User's Guides for Software Programs

The Manual folder in the CD-ROM (Disc 1) contains user's guides (in PDF format) for each of the software programs.

- **Sharpdesk Installation Guide**
- **Sharpdesk User's Guide**
- **Network Scanner Tool User's Guide**
- **SHARP TWAIN AR/DM User's Guide**

In addition to explaining how to use the programs, the user's guides also give detailed instructions for installing and setting up the programs. Be sure to read the user's guides before installing the programs.

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# Installing the Software Program

Note the following when installing the software program from the CD-ROM:

- Be sure to check the system requirements for installation of each of the software programs in the user's guides and on the Information screen during installation.
- The user's guides give detailed instructions for installing and setting up the programs. Be sure to read the user's guides before installing the programs. In particular, if you are going to use Network Scanner Tool, be sure to carefully read the instructions regarding network preparation and setup procedures before installing the program. The network administrator should verify that network preparation has been carried out correctly.
- If you are going to send an original scanned with the Digital Laser Copier/Printer to a computer (Scan to Desktop), Network Scanner Tool must be installed.
- If you perform a standard installation of Sharpdesk (select "Typical" in the Setup Type selection screen), Network Scanner Tool will be also be installed, alternatively you can also select "Custom" installation and install only Network Scanner Tool.
- If Internet Explorer 6.0 or later is not installed on your computer, see the installation procedure for Internet Explorer in the Readme file (Readme\_IE60SP1.txt) in the root folder of the "Disc 2" CD-ROM.
- If you intend to install SHARP TWAIN AR/DM, install Network Scanner Tool first. SHARP TWAIN AR/DM cannot be installed alone.
- The contents of the Information screens that appear during installation can also be found in the ReadMe files on the same CD-ROM. The ReadMe file for Sharpdesk is located in the root folder of the CD-ROM, and the ReadMe file for SHARP TWAIN AR/DM is located in the Twain folder.

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## Installing Sharpdesk and Network Scanner Tool

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### **1** Quit any software applications and/or resident programs that are running on your computer.

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### **2** Insert the CD-ROM into your CD-ROM drive.

- If you are installing the software in Windows 98/Me/2000/XP, insert the CD-ROM that shows "Disc 1" on the front of the CD-ROM.
  - If you are installing the software in Windows Vista, insert the CD-ROM that shows "Disc 2" on the front of the CD-ROM.
  - If the Sharpdesk installation screen appears, proceed to step 5.
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### **3** Click the "start" button and then click "My Computer" (.

- In Windows 98/Me/2000, double click "My Computer".
  - In Windows Vista, click the "Start" button () and then click "Computer".
- 

### **4** Double click the CD-ROM icon (.

- The Sharpdesk installer starts.
- In Windows Vista, double click the CD-ROM icon, "Sharpdesk\_Vista" folder, and then "Setup.exe". The Sharpdesk installer starts.

## **5 Follow the instructions on the screen.**

- In Windows Vista, if a message screen appears asking you for confirmation, click "Allow".
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## **6 When the "Customer Information" window appears, enter the serial number that appears on the cover of the this manual, and click the "Next" button.**

Follow the instructions on the screen.

- If you select "Typical" in the Setup Type selection screen, Network Scanner Tool will also be installed. If you only wish to install Network Scanner Tool, select "Custom" in the Setup Type selection screen and then check only Network Scanner Tool.
  - Sharpdesk Imaging\* is installed together with Sharpdesk. If Imaging for Windows was previously installed, Sharpdesk Imaging will overwrite Imaging for Windows.
  - If Eastman Software's "Imaging for Windows Professional Edition" has already been installed on your computer, Sharpdesk Imaging will not be installed.
  - "Imaging for Windows Professional Edition" and Sharpdesk Imaging use common registry entries, and installing "Imaging for Windows Professional Edition" after Sharpdesk Imaging has been installed may result in abnormal operation. In this case, uninstall Sharpdesk and Sharpdesk Imaging, and then install "Imaging for Windows Professional Edition". After that, reinstall Sharpdesk.
  - When Network Scanner Tool setup is finished, the "Search Setup Wizard" appears. Follow the on-screen instructions to create an index database. For detailed information, see the Sharpdesk Installation Guide and Sharpdesk User's Guide.
- \* Sharpdesk Imaging is a version of Eastman Software's Imaging for Windows Professional Edition that has been customized by the Sharp Corporation.

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## Installing SHARP TWAIN AR/DM

SHARP TWAIN AR/DM cannot be used in Windows Vista.


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- 1** Quit any software applications and/or resident programs that are running on your computer.


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- 2** Insert the "Disc 1" CD-ROM into your CD-ROM drive.
  - If the Sharpdesk installation window appears, click "Cancel" to exit the setup procedure.


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- 3** Click the "start" button and then click "My Computer" ()
  - In Windows 98/Me/2000, double click "My Computer".

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- 4** Click the CD-ROM icon () and select "Open" from the "File" menu.

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- 5** Double-click the "Twain" folder, and then double-click the "Setup" ()
  - In Windows 98/Me/2000, double click "My Computer".

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- 6** Follow the instructions on the screen.

## Uninstalling the Software Program

To remove the software, follow the steps below.

- When Sharpdesk is uninstalled, Network Scanner Tool is also uninstalled. Note that if Network Scanner Tool is uninstalled, you will no longer be able to directly receive image data from the Digital Laser Copier/Printer.
- If a user-created file is saved in the Sharpdesk desktop folder, the Sharpdesk desktop folder will not be deleted when Sharpdesk is uninstalled.
- If you uninstall Sharpdesk Imaging in Windows 98/Me/2000, you will not be able to open image files unless you re-install the Windows accessory Imaging for Windows.
- Removing SHARP TWAIN AR/DM will not delete the spooler folder which stores image data.

## Uninstalling the software program from the Control Panel

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- 1** Click "Control Panel" in the "start" menu.
  - In Windows 98/Me/2000, click "Start", "Settings", and then "Control Panel".

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- 2** Double click "Add or Remove Programs".
  - In Windows 98/Me/2000, double click "Add/Remove Programs".
  - In Windows Vista, click "Uninstall a program".

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- 3** Select the application that you wish to delete ("Sharpdesk" or "SHARP TWAIN AR/DM") from the list and uninstall the application.

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