



ScanRouter InputOption

Version 2

Setup Guide



-
- 1 System Requirements
 - 2 ScanRouter InputOption Setup
 - 3 Appendix

Introduction

This manual describes detailed instructions on the operation and notes about the use of this machine. To get maximum versatility from this machine all operators are requested to read this manual carefully and follow the instructions. Please keep this manual in a handy place near the machine.

Trademarks

Microsoft, Windows, Windows NT, WindowsServer are registered trademarks or trademarks of Microsoft Corporation in the United States and other countries.

Pentium is a registered trademark of Intel Corporation.

Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights to those marks.

The product names of the Windows operating systems are as follows:

- The product name of Windows® 98 is Microsoft® Windows® 98.
- The product name of Windows® Me is Microsoft® Windows® Millennium Edition (Windows Me).
- The product names of Windows® 2000 are as follows:
Microsoft® Windows® 2000 Advanced Server
Microsoft® Windows® 2000 Server
Microsoft® Windows® 2000 Professional
- The product names of Windows® XP are as follows:
Microsoft® Windows® XP Professional
Microsoft® Windows® XP Home Edition
- The product names of Windows Server™ 2003 are as follows:
Microsoft® Windows Server™ 2003 Standard Edition
Microsoft® Windows Server™ 2003 Enterprise Edition
Microsoft® Windows Server™ 2003 Web Edition
- The product names of Windows NT® 4.0 are as follows:
Microsoft® Windows NT® Server 4.0
Microsoft® Windows NT® Workstation 4.0

TABLE OF CONTENTS

How to Read This Manual	1
Symbols	1
 1. System Requirements	
<hr/>	
System Requirements of the InputOption Server.....	3
System Requirements of the Client Computer	4
InputOption Manager	4
Delivery Check Tool	4
 2. ScanRouter InputOption Setup	
<hr/>	
ScanRouter InputOption Layout.....	5
Installing ScanRouter InputOption.....	6
Uninstalling ScanRouter InputOption.....	8
Client Computer Setup	9
Installing InputOption Manager	9
Installing Delivery Check Tool.....	9
Uninstalling Each Tool	11
 3. Appendix	
<hr/>	
Troubleshooting.....	13
INDEX.....	14

How to Read This Manual

Symbols

In this manual, the following symbols are used :

Important

This symbol indicates a situation that may result in property damage or malfunction if instructions are not followed. Be sure to read the instructions.

Preparation

This symbol indicates information or preparations required prior to operating.

Note

This symbol indicates precautions for operation, or actions to take after abnormal operation.

Limitation

This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used.

Reference

This symbol indicates a reference.

[]

Elements on the machine's display panel or the computer's display, such as keys, buttons, and menus.

1. System Requirements

System Requirements of the InputOption Server

To use ScanRouter InputOption, the computer must meet the following system requirements:

Reference

System requirements of the InputOption server are the same as those of ScanRouter V2 Professional/Enterprise or ScanRouter EX Professional/Enterprise. For details, see *ScanRouter V2 Professional/Enterprise Management Guide* or *ScanRouter EX Professional/Enterprise Management Guide*.

ScanRouter InputOption must be installed on a delivery server where one of the following is installed:

- ScanRouter V2 Professional (Ver.2.0.4.0)
- ScanRouter EX Professional
- ScanRouter V2 Enterprise (Ver.1.0.4.0)
- ScanRouter EX Enterprise

Note

- ❑ To use new functions of InputOption, you need to install InputOption to the delivery server of ScanRouter EX Professional or ScanRouter EX Enterprise.

System Requirements of the Client Computer

1

To install InputOption Manager or Delivery Check Tool, the client computer must meet the following system requirements.

InputOption Manager

System requirements for InputOption Manager are as follows:

❖ CPU

Pentium II 266 MHz or faster (A specification equal to or higher than the InputOption server to be managed is recommended)

❖ Operating Systems

- Microsoft Windows 98 Second Edition
- Microsoft Windows Me
- Microsoft Windows XP Professional Service Pack 1 or later
- Microsoft Windows XP Home Edition Service Pack 1 or later
- Microsoft Windows 2000 Server Service Pack 4 or later
- Microsoft Windows 2000 Professional Service Pack 4 or later
- Microsoft Windows NT Server 4.0 Service Pack 6a or later
- Microsoft Windows NT Workstation 4.0 Service Pack 6a or later
- Microsoft Windows Server 2003 Standard Edition
- Microsoft Windows Server 2003 Enterprise Edition

❖ RAM

128 MB or more (256 MB or more recommended)

❖ Hard Disk Space

At least 10 MB of disk space is required for installation.

Delivery Check Tool

System requirements for Delivery Check Tool are as follows:

❖ CPU

Pentium 133 MHz or faster (Pentium 266 MHz or faster recommended)

❖ Operating Systems

- Microsoft Windows 98 Second Edition
- Microsoft Windows Me
- Microsoft Windows XP Professional Service Pack 1 or later
- Microsoft Windows XP Home Edition Service Pack 1 or later
- Microsoft Windows 2000 Server Service Pack 4 or later
- Microsoft Windows 2000 Professional Service Pack 4 or later
- Microsoft Windows NT Server 4.0 Service Pack 6a or later
- Microsoft Windows NT Workstation 4.0 Service Pack 6a or later
- Microsoft Windows Server 2003 Standard Edition
- Microsoft Windows Server 2003 Enterprise Edition

❖ RAM

48 MB or more (64 MB or more recommended)

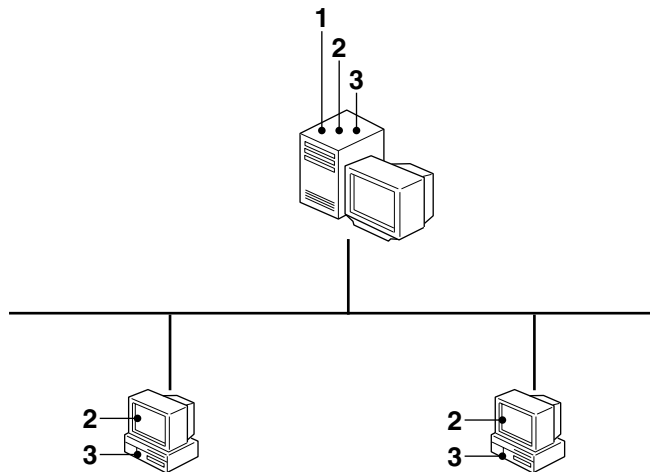
❖ Hard Disk Space

At least 50 MB of disk space is required for installation.

2. ScanRouter InputOption Setup

ScanRouter InputOption Layout

The layout for ScanRouter InputOption is composed of the InputOption server and client computers. The contents of each computer is as follows.



1. InputOption Server

A delivery server installed with ScanRouter InputOption becomes an InputOption server.

The InputOption server works with other devices on the network to ensure document delivery. In addition to normal deliveries, Destination sheet delivery, Series sheet delivery, Separation sheet delivery, and OCR form delivery are available.

InputOption Manager and Delivery Check Tool are installed at the same time as InputOption server is installed.

2. InputOption Manager

This tool enables you to configure, manage, and maintain ScanRouter InputOption to deliver documents using its functions. Using InputOption Manager, you can create or export destination sheets, series/separation sheets, and OCR forms to use with ScanRouter InputOption.

InputOption Manager is installed on the InputOption server. In addition, it can be installed on a client computer independently for remote access use.

InputOption Manager can access and manage all InputOption servers on the network.

3. Delivery Check Tool

When documents are delivered using destination sheets, recognized destinations and document contents can be confirmed before delivery. Delivery destinations can also be added or deleted. Delivery Check Tool can access multiple InputOption servers on the network to confirm destinations.

Delivery Check Tool is installed on the InputOption server. In addition, it can be installed on a client computer independently for remote access use.

Installing ScanRouter InputOption

Follow the procedure below to install ScanRouter InputOption on the same server computer where ScanRouter V2 Professional/Enterprise or ScanRouter EX Professional/Enterprise has already been installed.

After installation, the server can be used as an InputOption server.

Important

- ☐ After installation is complete, be sure to restart the computer. If ScanRouter InputOption is started before restarting the computer, it does not work normally. In this case, be sure to restart the computer.

Note

- ☐ To install ScanRouter InputOption, be sure to log on to Windows using the account for starting ScanRouter V2 Professional/Enterprise or ScanRouter EX Professional/Enterprise.

Reference

p.3 “System Requirements of the InputOption Server”

- 1** Using SR Manager, suspend the service of the delivery server in which you want to install ScanRouter InputOption.

- 2** Insert the CD-ROM for this product into the CD-ROM drive.

- 3** Select a language you want to install, and then click [OK].

The [ScanRouter InputOption Setup] dialog box appears.

- 4** Click [InputOption].

The confirmation message about starting installation appears.

- 5** Click [Next].

- 6** Check the software license agreement, and then click [Yes].

- 7** Enter customer information, and then click [Next].

- 8** Check the displayed information, and then click [Yes].

- 9** Click [Yes] to add Delivery Check Tool to startup. Click [No] not to add it to startup.

ScanRouter InputOption is installed. In the [Install Shield Wizard Complete] dialog box, click [Finish].

Note

- ☐ ScanRouter InputOption is installed in the same folder as ScanRouter V2 Professional/Enterprise or ScanRouter EX Professional/Enterprise.

- 10** In the [ScanRouter InputOption Setup] dialog box, click [Exit Setup].

The message that prompts you to restart the computer appears.

- 11** Click [OK].

After the computer restarts, log on to Windows again using the account for starting ScanRouter V2 Professional/Enterprise or ScanRouter EX Professional/Enterprise. The [ScanRouter InputOption Setup] dialog box appears.

Note

- ☐ Unless the computer is restarted and settings are completed, ScanRouter InputOption will not work normally.

12 Make the necessary authorization settings.

Make the authorization settings in the **[Authorization for Server Access]** dialog box.

- 1** Enter the user password used to install ScanRouter InputOption in the **[Password]** and **[Confirm password]** boxes.

- 2** Click **[OK]**.

The Windows setup required to operate ScanRouter InputOption is changed automatically. To enable the settings, click **[OK]** on the message for restarting the computer. The settings are complete when the computer restarts.

Uninstalling ScanRouter InputOption

This section explains how to uninstall ScanRouter InputOption.

6 Click **[Finish]**.

Important

- ❑ If you want to use InputOption server data at a later time, be sure to back up the data before uninstalling ScanRouter InputOption. Backing up is available using InputOption Manager.

Note

- ❑ If you uninstall ScanRouter InputOption, InputOption Manager and Delivery Check Tool installed in the same computer will also be uninstalled at the same time.

1 Using SR Manager, suspend the service of the InputOption server from which you want to uninstall ScanRouter InputOption.

2 Exit SR Manager.

3 Click **[InputOption]** in **[Add/Remove Programs]** in **[Control Panel]**, and then click **[Add/Remove]** or **[Change/Remove]**.

The **[ScanRouter InputOption Setup]** dialog box appears.

4 Click **[Remove]**, and then click **[Next]**.

A confirmation message appears.

5 Click **[OK]**.

ScanRouter InputOption is uninstalled and the "Maintenance Complete" message appears.

Note

- ❑ If you are asked to delete a file that may be shared with other applications, click **[No]**.
- ❑ If a locked file is displayed, click **[Remove after Restart]**.

Client Computer Setup

You can install InputOption Manager or Delivery Check Tool in a client computer to remotely manage or configure ScanRouter InputOption.

Installing InputOption Manager

Follow the procedure below to install InputOption Manager in a client computer.

Managing an InputOption server is possible from a client computer if it is installed with InputOption Manager.

Reference

p.4 "InputOption Manager"

1 Insert the CD-ROM for this product into the CD-ROM drive.

2 Select a language you want to install, and then click [OK].

The [ScanRouter InputOption Setup] dialog box appears.

3 Click [InputOption Manager].

The confirmation message about starting installation appears.

4 Click [Yes].

5 Click [Next] in the dialog box that appears.

6 Check the software license agreement, and then click [Yes].

The [Choose Destination Location] dialog box appears.

7 Specify the installation location, and then click [Next].

Installation starts.

Note

☐ If DeskTopBinder Professional/Lite or ScanRouter DocumentServer is already installed, you cannot specify the installation location. The location will be a folder common to them. The [Choose Destination Location] dialog box does not appear.

☐ You cannot specify the following locations:

- Within a system folder
- Root directories
- Within removal media, such as MO disks

8 Check the settings, and then click [OK].

InputOption Manager is installed. In the [Install Shield Wizard Complete] dialog box, click [Finish].

Installing Delivery Check Tool

Follow the procedure below to install Delivery Check Tool in a client computer.

If a client computer is installed with Delivery Check Tool, it is possible to confirm documents waiting for confirmation of destinations and process these documents using operations such as delivery or deletion from the client computer.

Reference

p.4 "Delivery Check Tool"

1 Insert the CD-ROM for this product into the CD-ROM drive.

- 2** Select a language you want to install, and then click [OK].

The **[ScanRouter InputOption Setup]** dialog box appears.

- 3** Click **[Delivery Check Tool]**.

The confirmation message about starting installation appears.

- 4** Click **[Yes]**.

- 5** Click **[Next]** in the dialog box that appears.

- 6** Check the software license agreement, and then click **[Yes]**.

The **[Choose Destination Location]** dialog box appears.

- 7** Specify the installation location, and then click **[Next]**.

Installation starts.

 **Note**

- ☐ If DeskTopBinder Professional/Lite or ScanRouter DocumentServer is already installed, you cannot specify the installation location. The location will be a folder common to them. The **[Choose Destination Location]** dialog box does not appear.
- ☐ You cannot specify the following locations:
 - Within a system folder
 - Root directories
 - Within a removal media such as MO disks

- 8** Check the settings, and then click **[OK]**.

- 9** Click **[Yes]** to add Delivery Check Tool to startup. Click **[No]** not to add it to startup.

Delivery Check Tool is installed. In the **[Install Shield Wizard Complete]** dialog box, click **[Finish]**.

Uninstalling Each Tool

This section explains how to uninstall InputOption Manager or Delivery Check Tool when it was installed independently in a client computer.

Note

- ☐ If InputOption Manager and Delivery Check Tool were installed at the same time when ScanRouter InputOption was installed, you cannot uninstall each tool independently.

1 Exit InputOption Manager or Delivery Check Tool.

2 Click [InputOption Manager] or [Delivery Check Tool] in [Add/Remove Programs] in [Control Panel], and then click [Add/Remove] or [Change/Remove].

The [InputOption Manager Setup] or [Delivery Check Tool Setup] dialog box appears.

3 Click [Remove], and then click [Next].

A confirmation message appears.

4 Click [OK].

InputOption Manager or Delivery Check Tool is uninstalled and the "Maintenance Complete" message appears.

Note

- ☐ If you are asked to delete a file that may be shared with other applications, click [No].
- ☐ If a locked file is displayed, click [Remove after Restart].

5 Click [Finish].

Troubleshooting

Problem	Causes and solutions
When selecting a server, the following message appears: "The specified name or IP address is not valid. Please specify another name or address."	Check if the power of the server is turned on, the network cable is connected properly, and the IP address is specified correctly.

INDEX

I

Installation

- Delivery Check Tool*, 9
- InputOption Manager*, 9
- ScanRouter InputOption*, 6

L

- Layout, 5

S

System Requirements, 3

- Delivery Check Tool*, 4
- InputOption Manager*, 4
- InputOption Server*, 3

T

- Troubleshooting, 13

U

Uninstallation

- Delivery Check Tool*, 11
- InputOption Manager*, 11
- ScanRouter InputOption*, 8

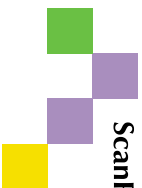
Parts of illustrations or explanations in this manual may differ from your product due to improvements or changes in the product.

Notes:

1. The contents of this documents are subject to change without notice.
2. No part of this document may be duplicated, replicated, reproduced in any form, modified or quoted without prior consent of the supplier.
3. THE SUPPLIER SHALL NOT BE LIABLE FOR THE RESULT OF OPERATION OF THIS SOFTWARE OR THE USE OF THIS DOCUMENT.

Important

- ☐ It is possible that any document or data stored in the PC will be damaged or lost by user error during operation or software error. Be sure to back up of all important data beforehand. Important documents and data should always be copied or backed up. Documents and data can be lost because of malfunction or human error. Furthermore, the customer is responsible for protection measures against computer viruses, worms, and other harmful software.
- ☐ Do not remove or insert any disk while operating this software.
- ☐ THE SUPPLIER SHALL NOT BE LIABLE TO YOU FOR DAMAGES OR LOSS OF ANY DOCUMENT OR DATA PRODUCED BY USING THIS SOFTWARE.
- ☐ THE SUPPLIER SHALL NOT BE LIABLE TO YOU FOR ANY CONSEQUENTIAL, INCIDENTAL OR INDIRECT DAMAGES (INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, BUSINESS INTERRUPTION OR LOSS OF BUSINESS INFORMATION, AND THE LIKE) CAUSED BY FAILURE OF THIS SOFTWARE OR LOSS OF DOCUMENTS OR DATA, NOR FOR ANY OTHER DAMAGES ARISING OUT OF THE USE OF THIS SOFTWARE, IF THE SUPPLIER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.



ScanRouter InputOption Version 2 **Setup Guide**