

紫光快拍用户手册

V2.0

紫光股份有限公司

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商标

WindowsXP/7/8/10 是微软公司在美国或其它国家的商标或注册商标。本文中其它厂牌和产品名称皆为各相关厂商的商标或注册商标。

责任申明

本手册的内容，仅在说明著作者生产制造的拍摄仪及随机软件的使用方法。有关本手册的内容，著作者不负任何保证或担保责任。

本手册虽经仔细检查及校对，仍可能发生文字错误与技术描述疏漏的情况，恳请使用及同行不吝赐教指正，以利于本手册的修订，力求手册内容的正确性。

本手册中所包含的内容如有变更，恕不另行通知。

手册中使用的界面

本用户手册的屏幕图例是使用 Windows 10 画面。若您使用的系统是 WindowsXP/7/8，您屏幕上的实际画面会略有不同，但功能完全一样。

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第一章 产品简介

1.1 软件介绍

是一款功能强大的文档扫描软件,适用于基于 USB 的文档拍摄仪。该软件允许用户快速扫描图像或文档为 JPEG 或 PDF 文件,创建文本 OCR 并将结果输出为可编辑的 Word / Text / Excel 格式,识别 1-D 或 2-D 条形码,复印并使用打印机打印,通过电子邮件扫描和发送扫描的文件,甚至重新编码视频剪辑。

它提供了 10 多种不同语言的软件用户界面,并内置强大的 OCR 引擎,可支持识别 100 多种不同的语言。

该软件还附带了许多强大的图像处理算法,如扫描图像到 B&W 二进制,保持红色或蓝色内容,删除一些不需要的阴影,增强色彩,自动修复损坏的边缘文档,基于文本方向自动旋转,自动图像裁剪,以及自动翻页检测。


注意:

此软件通常随特定型号的拍摄仪一起分发。只有使用合格的硬件,这个软件才能发挥其全部和强大的潜力。使用不合格的拍摄仪时,本软件中的部分或全部功能将无法使用。

1.2 产品介绍

产品型号	G550	G650/ G660	G750/ G760	G780/ G790
产品图片				
拍摄幅面	A4	A4/ A3	A4/ A3	A4/ A3
有效像素	500W	500W	1000W	1200W
分辨率	2592Hx1944V	2592Hx1944V	3664Hx2744V	4000Hx3000V
可选配件	无	扩展 USB 接口、可拆卸硬底板、30-200 万像素副摄像头		
扫描速度	1S			
聚焦	定焦			

产品型号	G850/ G860	G880/ G890	N950/ N960	N1000/N1500
产品图片				
拍摄幅面	A4/ A3	A4/ A3	A4/ A3	A4
有效像素	1500W	1500W	2000W	500W
分辨率	4480Hx3360V	4480Hx3360V	5344H X 4016V	2592H x 1944V
配准配件	Hub 口			200 万像素副摄像头
可选配件	扩展 USB 接口、可拆卸硬底板、30-200 万像素副摄像头			
扫描速度	1S			
聚焦	自动对焦			定焦

产品型号	N1200	N5 系列	N6 系列	N7 系列
产品图片				
拍摄幅面	A4/A3	A4/A3	A4/A3	A4/A3
有效像素	500W	500W-1000W	500W	1000W-1500W
分辨率	2592H x 1944V	2592H x 1944V 3264H x 2448V 3664H x 2744V	2592H x 1944V	3664H x 2744V 4032H x 3024V 4480H x 3360V 5000H x 4000V
可选配件	副摄像头 指纹仪 二代证	副摄像头 指纹仪 二代证 接触式/非接触式 IC 卡 磁条卡		
扫描速度	1S			
聚焦	定焦			

第二章 拍摄仪及软件安装说明

2.1 原厂附件

1. 拍摄仪
2. 拍摄仪底座或底垫（根据产品配置有所差异）
3. 产品软件光盘
4. USB 数据线
5. 产品使用说明（保修卡、合格证）

以上包装配件若有遗失不全，请您向经销商或本公司联系，以确保您的权益。

2.2 系统要求

- * intel (R) Core (TM) 2 CPU 或更高
- * 2GB 以上内存
- * 2GB 以上硬盘空间
- * Windows XP/ 7/8/10 操作系统
- * USB2.0 及以上

注意：

此软件版本不适用于 Apple Mac OS 或 Linux 系统。

2.3 硬件安装

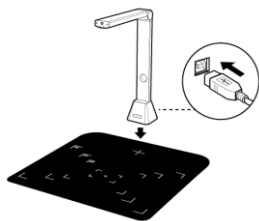
在安装之前，请先确认您购买的紫光高清拍摄仪的附件齐全。

1. 请按下图示意安装

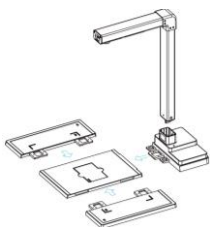
带软垫产品：

将拍摄仪放在扫描垫上并对齐[+]标记（深色扫描垫用

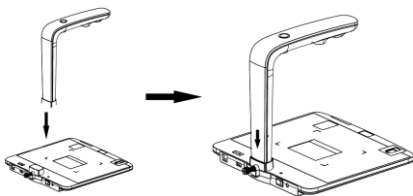
于确保获得良好的图像和准确裁剪目标对象)。



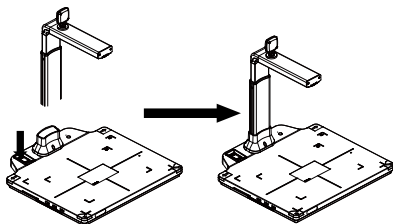
带硬底座产品:



N6 系列产品:

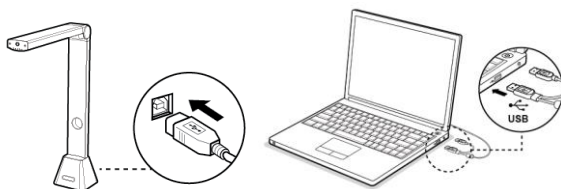


N5、N7 系列产品



2. 将附带的 USB 电缆连接到文档拍摄仪 USB 端口, 另

一端连接到计算机。



注意：

连接 USB 电缆时，请等待一段时间，直到检测到拍摄仪设备的 Windows。

2.4 软件安装

将内附的软件安装光盘放入光驱，在界面中选择相应软件进行安装。



必装软件：紫光快拍

选装软件：TWAIN Driver

ID Card

紫光影像中心

紫光多功能采集平台

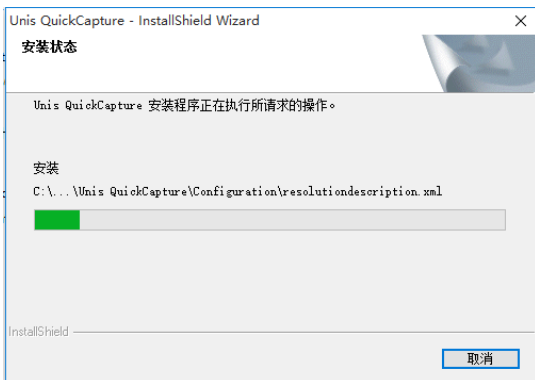
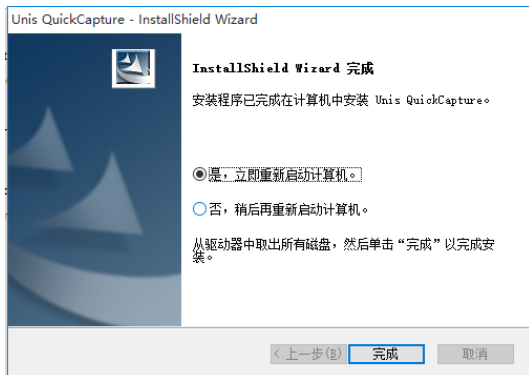
注意：

安装此应用程序软件之前，建议关闭系统上运行的防病毒程序或安全软件。

光盘内软件类别根据不同产品型号有区别。


TWAIN Driver 安装之后不会生成桌面图标。

部分软件在安装过程中会出现语言选择，根据需求选择即可。

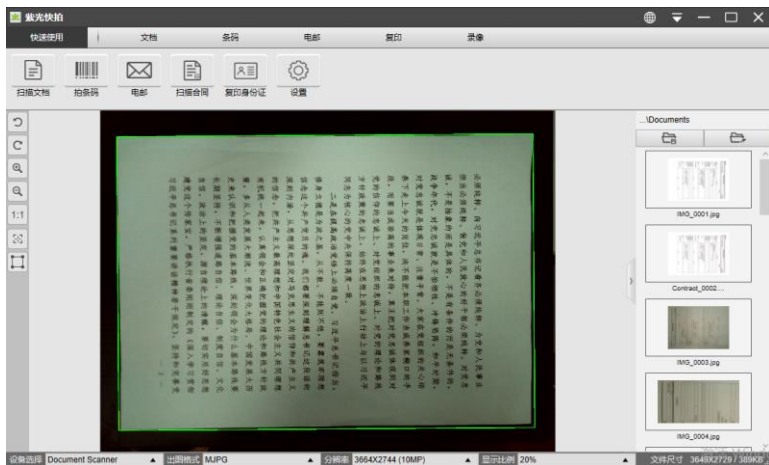
1. 安装过程开始后，请按照屏幕上的说明进行操作。**2. 选择“是，立即重新启动计算机”点击“完成”，重启之后完成安装程序。**

第三章 应用软件操作说明

紫光快拍是一个快速拍摄并处理的窗口，要启动该程

序，请双击桌面上的“紫光快拍”软件图标 。或从 Windows 程序列表中启动：单击 Windows 开始菜单>所有程序> UNIS 文件夹>紫光快拍文件夹>紫光快拍。

软件主界面



注意：

如果您没有从预览框中看到实时预览视频并在主窗口中间显示【检测设备...】消息，请按如下顺序仔细检查以下项目。

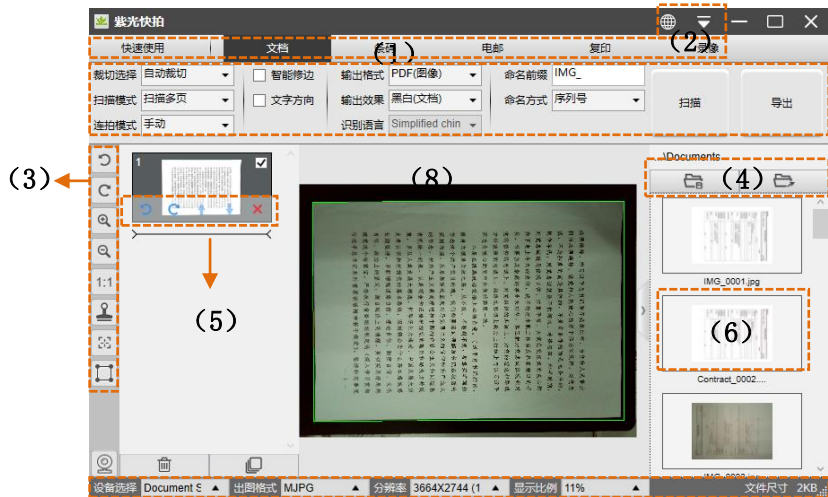
- 1) 请确保您的设备已通过 USB 电缆正确连接到 PC。
- 2) 请确保抬起拍摄仪水平臂，该水平臂应与垂直支架成

90 度角。（如果水平臂关闭，即使拍摄仪工作正常，您也可能会看到完整的黑色视频。）

3) 请尝试将 USB 电缆连接到另一个 USB 端口或重新启动电脑。



3.1 功能描述





- (1) 打开软件，默认有 5 种主要功能模式可供选择。用户可以通过单击菜单栏区域上显示的功能名称来选择不同的功能模式。



功能模式	说明
文档	文档模式用于扫描文档，名片，ID 卡或任何纸张到 JPEG 或 PDF 文件，您甚至可以创建 OCR 并在此模式下将扫描的文件转换为可编辑的 Word / Text / Excel 格式。
条码	条形码模式用于扫描并识别 1-D 或 2-D 条形码，然后将结果保存为 JPEG / 文本 / Excel / PDF 格式。
邮件	电子邮件模式用于扫描并将结果保存为 PDF 或 JPEG 文件，然后通过电子邮件发送这些文件。
复印	复印模式用于扫描文档并将其打印到打印机。 (注意：需要使用单独的打印机)
录像	视频模式用于录制视频剪辑，并通过 Motion JPEG 压缩保存为不同的视频格式。 您甚至可以将视频模式用作展示台（有关详细信息，请参阅 4.8 部分）
其他模式	有关详细信息，请参阅 4.10 部分

注意：

每种功能模式都有不同的功能选项和设置。










这些功能模式中的每一个都有该模式下的文件保存目录。

- (2) 在主窗口的顶部，有两个控制按钮   可用：

按钮	说明	注意
	语言	软件 UI 的语言设置
	设置	控制主窗口的设置

- (3) 在左侧工具栏中，显示的是控制工具：

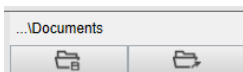
按钮	说明	注意
----	----	----

	向左旋转 90 度	
	向右旋转 90 度	
	缩小	
	放大	
	适合屏幕/ 1: 1 显示	
	水印 (在图像上添加水印)	仅适用于某些功能模式
	手动裁剪	手动裁剪扫描区域
	全屏 (进入录像/展台模式)	仅在【视频】功能模式下可用
	焦点 (触发自动对焦操作)	仅适用于支持自动对焦功能的拍摄仪

注意:

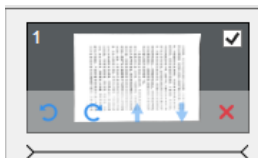
当且仅当您具有可支持自动对焦功能的拍摄仪时,可能会出现“对焦”按钮。通过单击此按钮,用户可以手动触发拍摄仪以自动再次调整镜头焦点。

- (4) 在主窗口的右侧,有设置保存文件的目录的选项:



按键	说明
选择	选择文件保存路径
打开	打开当前文件位置

- (5) 在左侧预览窗口中,您可以使用每个缩略图图像上显示的以下工具来旋转扫描图像,更改顺序或删除它。



您也可以双击缩略图图像进入文档页面编辑器模式。

按钮	说明
	向左旋转 90 度
	向右旋转 90 度
	上移图像
	向下移动图像
	删除图片

注意：

左侧预览窗口仅在“扫描模式”设置选择为“多个图像”时可用。

- (6) 右键单击主窗口右侧文件获取列中显示的图像文件，您将看到以下选项：

右键单击选项	说明
打开	打开图像文件
复制	复制文件
改名	重命名文件
删除	删除文件
比较	在一个窗口中比较多个图像
转换为 PDF	将多个图像文件转换或合并为一个 PDF 文件
转换为 TIFF	将多个图像文件转换或合并为一个 TIF 文件
转换为文本	将多个图像文件转换或合并为一个文本文件
转换成 Word	将多个图像文件转换或合并为一个 Word 文件
转换为 Excel	将多个图像文件转换或合并为一个 Excel 文件
电子邮件	将图像文件作为电子邮件附件发送
打印	使用打印机打印图像文件
属性	显示属性窗口

注意：

“比较”和“转换”功能可以同时处理一个或多个图像文件。用户可以使用键盘上的“shift 键”或“Ctrl 键”来帮助选择多个图像文件。

使用“电子邮件”功能时，请确保您的计算机已安装电子邮件软件，如 Microsoft Outlook。

(7) 在主窗口的底部，有一些拍摄仪设备的控制设置：

按键	说明
设备	选择拍摄仪设备
格式	选择摄像机视频输出格式
解析度	选择摄像机视频分辨率

注意：

在【格式】选项中，通常有两个选项，YUV 或 MJPEG。YUV 是未压缩的视频格式，MJPEG 是压缩视频格式类型。选择 MJPEG 格式将允许比选择 YUV 格式更高的视频帧速率，但并非所有拍摄仪设备都支持 MJPEG 格式选项。

在【分辨率】选项中，选择更高分辨率将导致视频帧速率降低。如果要捕获静止图像或扫描文档，请选择可用的最高分辨率。如果您将此设备用作可视演示者，则选择较低分辨率可能会带来更流畅的视频体验。

(8) 每种功能模式都有不同的功能设置，例如使用【文档】功能模式，用户可能会看到以下功能设置选项：

功能设置	设置选项	说明
裁剪	自动	单个对象的自动裁剪
	自动（多个）	自动裁剪多个对象
	不裁切	扫描无需裁剪
	自定义	单个对象的手动裁剪
扫描模式	单页	扫描单页的文档
	多页	通过连续扫描扫描多页文档

	双（左 - 右）	使用左右合并扫描双面文档
	双（上下）	使用顶部和底部合并扫描双面文档
扫描间隔	手册	单击【扫描】按钮进行手动扫描
	自动	当拍摄仪检测到页面被翻转时自动扫描
	重复（5 秒）	倒计时 5 秒自动扫描
	重复（7 秒）	倒计时 7 秒自动扫描
边缘修复	自动裁剪一个文档并修复损坏的边缘	
文字方向	自动裁剪一个文档并修复损坏的边缘根据文本方向自动旋转页面	
输出格式	JPEG	另存为 JPEG 文件
	PDF（图）	另存为 PDF 文件
	PDF（检索）	将图像转换为可搜索的 PDF 文件
	PDF（文本）	将图像转换为可编辑的文本 PDF 文件
	Text	将图像转换为可编辑的文本文件
	Word	将图像转换为可编辑的 Word 文件
	Excel	将图像转换为可编辑的 Excel 文件
图像设置	B&W（文件）	输出黑白图像并使背景变白
	B&W（黑白）	以黑白二进制输出图像
	B&W（红章）	输出黑白图像并保留红色图章
	颜色（原创）	输出原始颜色的图像
	颜色（增强）	输出图像颜色增强
	灰色	以灰度输出图像
语言设置	选择 OCR 语言 注意：确保从下拉菜单中选择原始文本的正确语言以执行文本识别。	
文件前缀	为文件名添加前缀	

命名设置	序列号	按序列号命名
	时间	按日期和时间命名

3.2 OCR 识别功能

在文档功能模式中，用户可以扫描文档并将图像转换为可搜索的 PDF，可编辑的 Word，文本或 Excel 文件。

OCR 功能支持以下语言：

English	German	French
Spanish	Italian	British English
Swedish	Danish	Norwegian
Dutch	Portuguese	Brazilian
Galician	Icelandic	Greek
Czech	Hungarian	Romanian
Slovak	Croatian	Serbian
Slovenian	Luxembourgish	Finnish
Russian	Belarusian	Ukrainian
Macedonian	Bulgarian	Estonian
Lithuanian	Afrikaans	Albanian
Catalan	Irish Gaelic	Scottish Gaelic
Basque	Breton	Corsican
Frisian	Norwegian Nynorsk	印度尼西亚
Malay	Swahili	他加禄语
Japanese	Korean	简体中文
Traditional Chinese	Quechua	艾马拉
Faroese	Friulian	格陵兰
Haitian Creole	Rhaeto Romance	撒丁岛
Kurdish	Cebuano	本巴

Chamorro	Fijian	甘达
Hani	Ido	国际语
Kikongo	Kinyarwanda	马尔加什
Maori	Mayan	米南加保
Nahuatl	Nyanja	隆迪语
Samoan	Sotho	巽
Tahitian	Tongan	茨瓦纳语
Wolof	Xhosa	萨波蒂克
Javanese	Nigerian Pidgin	奥克
Manx	Tok pisin	比斯拉马语
Hiligaynon	Kapampangan	巴厘
Bikol	Ilocano	马都拉
Waray	Serbian latin	拉丁
Latvian	Hebrew	数字
Esperanto	Maltese	祖鲁
Afaan Oromo	Asturian	阿塞拜疆（拉丁语）
Luba	Papiamentu	塔塔尔（拉丁语）
Turkmen (latin)	Welsh	阿拉伯
Farsi	Mexican Spanish	波斯尼亚语（拉丁语）
Bosnian (Cyrillic)	Moldovan	德语（瑞士）
Tetum	Kazakh (Cyrillic)	蒙古语（西里尔语）
Uzbek (Latin)	Simplified chinese+English	繁体中文+英文
Japanese+English	Polish	火鸡

注意：

为了使用内置 OCR 功能正常工作，使用 OCR 功能时，请将【图像设置】选项设置为“黑白（文档）”或“黑白（红色图章）”，这将有助于加快速度 OCR 识别过程。

第四章 使用示例

4.1 如何将单页/多页文件并另存为一个 PDF 文件？

- (1) 单击顶部菜单栏上的【文档】选项卡。
- (2) 请依照以下图示设置。



- (3) 将【扫描模式】功能选项设置为“多个”，这将指示软件捕获文档的多个页面。（如果将单页文件扫描至一个 PDF 中，请在【连拍模式】中选择“扫描单页”）
- (4) 将【连拍模式】功能设置为“手动”，这将指示软件等待每次捕获的用户捕获命令。（您也可以选择“自动”选项让软件自动检测页面翻转过程，或使用“重复（3/5 秒）”选项让软件在 3 或 5 秒后重复扫描图像。）
- (5) 单击右上角的【扫描】按钮，然后您会在右侧的文件列中看到已创建的 PDF 文件。

注意：

在预览框中，一旦检测到介质，您将在预览窗口中看到绿色框。

避免在靠近窗户的位置扫描文档，因为环境光线强烈。环境光线过亮会影响亮度并影响扫描结果。

在图像扫描过程中，您可以操作左侧预览列上的临时图像，例如旋转图像，在列表中向上或向下移动图像，删除图像或插入新图

像。完成后，您还可以单击【清除】按钮删除所有图像。

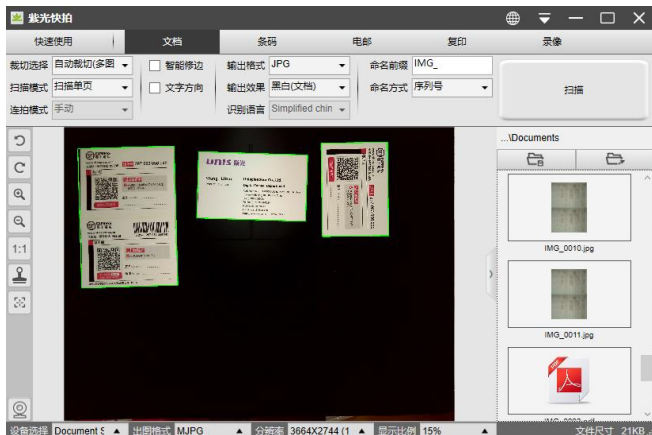
您也可以根据您的需求配置不同的参数。

4.2 如何使用裁剪功能同时扫描多个图像？

- (1) 单击顶部菜单栏上的【文档】功能。
- (2) 请依照以下图示设置



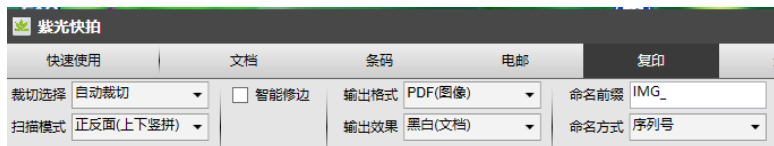
- (3) 将【扫描模式】功能选项设置为“自动裁切(多图)”，这将指示软件在预览窗口中搜索多个介质，并裁剪出尽可能多的图像。将在预览窗口中找到的任何介质周围出现绿色框。



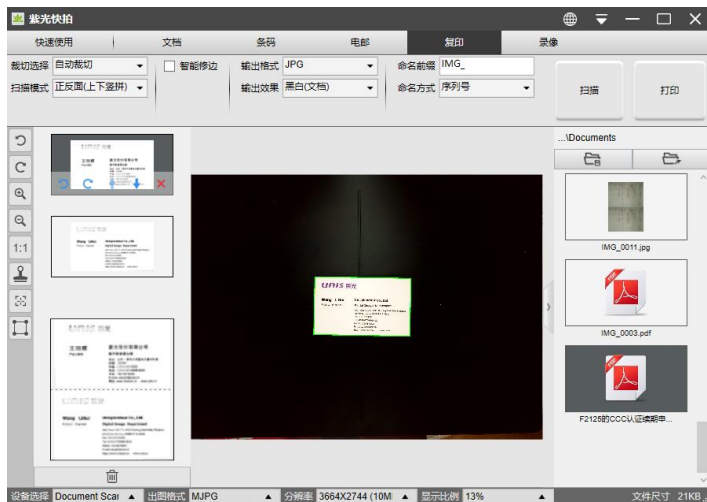
- (4) 将【扫描模式】功能选项设置为“单页”，将【时间间隔】功能设置为“手动”。
- (5) 单击【扫描】，然后您将看到已创建多个图像文件。

4.3 如何复印名片？

- (1) 单击顶部菜单栏上的【复印】功能。
- (2) 请依照以下图示设置。



- (3) 将【扫描模式】功能选项设置为“正反面（上下竖拼）”，这将指示软件捕获文档的两面并以自上而下的方式合并为一个图像。选择此选项后，您将看到左侧显示的预览列，其中将显示临时图像。



- (4) 单击【扫描】按钮，您会看到预览栏左侧添加了新页面；翻转名片，然后再次单击【扫描】按钮，您应该会看到此名片的两面图像都已被捕获。单击【打印】按钮，然后将创建一个新的 PDF 文件，弹出打印预览和控制窗口并指导打印过程。

注意：

要使用此复印功能，您需要将 USB 打印机链接到您的计算机或网络中链接的网络打印机。拍摄仪可以帮助捕获和扫描文档，但是您需要一台打印机将结果打印到纸张上。

4.4 如何扫描条形码并保存成 EXCEL 文件？

- (1) 单击顶部菜单栏上的【条形码】选项卡。
- (2) 请依照以下图示设置。



- (3) 根据条形码类型从条形码功能选项中选择 1-D 或 2-D 条形码。
- (4) 单击右上角的【Scan】按钮，然后您会看到弹出的 EXCEL 文件中存储有扫描的条形码值。

4.5 如何使用内置 OCR 功能导出 Word 文件？

- (1) 单击顶部菜单栏上的【文档】功能。
- (2) 请依照以下图示设置。



- (3) 根据文档内容从【语言】功能选项中选择识别语言。
- (4) 单击右上角的【Scan】按钮扫描多个页面。单击左下角的【导出】按钮将所有扫描图像导出到 Word 文件中。

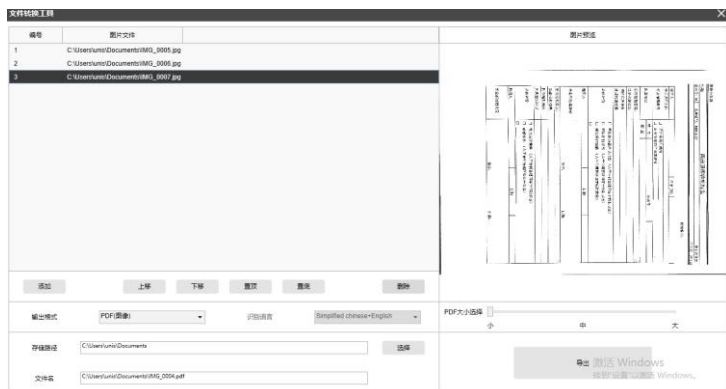
4.6 如何将多个图像文件合并为一个 PDF 文件？

如果您在文件目录中捕获了多个图像，则可以轻松地将它们合并为一个 PDF 文件：

- (1) 在主控制窗口左侧显示的文件目录列中，当您使用鼠标单击并选择多个 JPEG 图像文件时，可以按住“Shift”键或“Ctrl”键。
- (2) 右键单击这些选定的图像文件，然后您应该看到一个带有多个选项的弹出窗口；请选择【转换为 PDF】选项，然后将出现 PDF 创建工具窗口。




- (3) 在“PDF 创建工具”窗口中，可以添加，删除，上移或下移图像，也可以调整 PDF 文件大小，也可以为目标输出 PDF 文件命名文件名；
- (4) 准备好后，请单击【导出】按钮创建 PDF 文件。



注意：

如果您需要设置 PDF 压缩比例，请单击主窗口右上角的设置图

标，然后从下拉列表中选择“设置”。选择“图像设置”选项卡，进行设置



PDF（图片）

选择此文件类型时，该软件不会对文档执行文本识别。您的 PDF 文件不可文本搜索，只包含原始文档的图像。

PDF（可搜索）

此文件类型是最常用的。它包含双层：识别的文本和文本顶部的原始图像。这样，您既可以访问已识别的文本，

也可以看到原始图像。

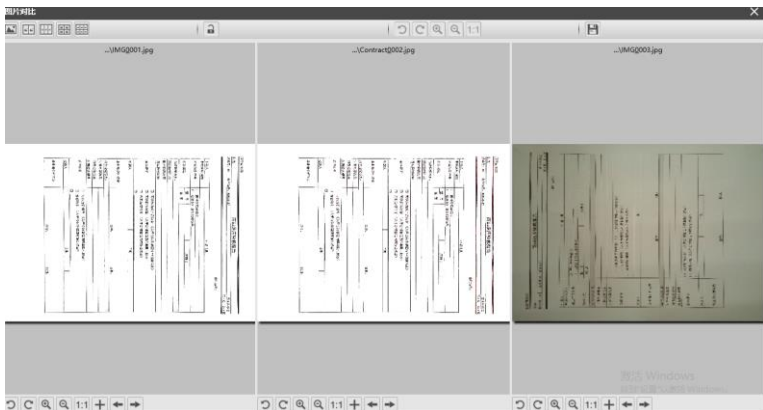
PDF（文字）

此文件类型仅包含已识别的文本，但不包含文档的原始图像。原始文档中的任何图像都作为图形包含在 PDF 文件中。

4.7 如何多个图像对比？

如果您在文件目录中捕获了多个图像，则可以使用图像比较功能轻松地将它们并排比较：

- （1）在主控制窗口左侧显示的文件目录列中，当您使用鼠标单击并选择多个 JPEG 图像文件时，可以按住“Shift”键或“Ctrl”键。
- （2）右键单击这些选定的图像文件，然后您应该看到一个带有多个选项的弹出窗口；请选择“比较”选项，然后会出现图像比较窗口；
- （3）您可以选择最多 6 张图像并在同一个窗口中进行比较。
- （4）使用“锁定/解锁”选项，您可以旋转或缩放每个图像或在所有图像上操作这些功能；




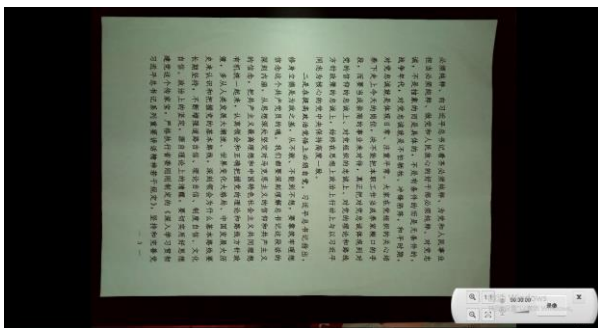
4.8 如何在课堂上使用展台功能？

首先，您需要将笔记本电脑连接到投影仪，并将计算机屏幕投影到投影仪上。然后启动此软件，并按照以下步骤操作：

- (1) 单击顶部菜单栏上的【录像】选项卡。
- (2) 请依照以下图示设置。



- (3) 单击主窗口底部的【分辨率】按钮，然后选择所需的分辨率值。（注意：分辨率越高，帧速率越低）。
- (4) 单击【全屏】按钮  进入全屏模式。




注意：

此【全屏】显示按钮仅在【视频】功能模式下可用。

您还可以使用“旋转”和“缩放”按钮来控制预览视频。

您也可以使用此【视频】模式功能录制视频剪辑。

4.9 如何在扫描的文档文件中添加水印？

- (1) 单击顶部菜单栏上的【文档】功能。
- (2) 单击左侧工具栏上的水印图标  以显示水印设置

- 对话框。在水印设置对话框中，选择【添加水印】。
- (3) 在“内容”框中键入水印文本。您可以尝试不同的字体，大小，颜色，透明度，并选择一个布局。
 - (4) 单击【确定】将水印设置应用于文档。



4.10 如何设置拍摄方案？

根据拍摄需求点击软件上方【设置】按钮，会显示如下图所示内容，用户可以根据拍摄需求进行扫描方案选择，选择后的方案会自动显示在拍摄窗口上端，便于一键扫描操作。



功能模式	说明
拍照	保留文档原色
扫描文档	主要用于文档拍摄
扫描 PDF	PDF 快捷按键可直接将单/多页稿件拍摄成一个 PDF 文档
一键 word	在使用此功能时，建议使用纯文字稿件，并保证出图后文字方向为上
拍条码	拍摄图像并识别图像中条码，将结果保存为 JPEG / 文本 / Excel / PDF 格式
邮件	用于扫描并将结果保存为 PDF 或 JPEG 文件，然后通过电子邮件发送这些文件
复印	复印模式用于扫描文档并将其打印到打印机
双面拍摄	放置好稿件后，点击双面拍摄按钮，会将稿件正反面合并为一张图象
拍合同/连拍合同	放置好稿件，点击拍合同按钮，拍摄稿件会自动处理背景并保留红章，生成图片后，可以将多页合同合并到 PDF

	或是合并到 TIF 操作，默认为不合并
拍快递单	放置好稿件后，点击拍快递单按钮，拍摄后文件以快递单条码命名
彩色照片	放置好彩色宣传页或彩色稿件，点击彩色照片按钮，拍摄稿件会自动生成彩色图像文档，方便快捷
身份证复印	身份证复印功能会将身份证正反面拍摄图像进行自动合并为一张稿件，并可将稿件进行打印
录像	视频模式用于录制视频剪辑，并可保存为不同的视频格式。

第五章 常见故障对策

序号	常见问题现象	解决对策
1	无法连接拍摄仪后提示无法识别的USB设备	<ol style="list-style-type: none"> 1、请检查USB线是否连接正常，将USB线重新插拔； 2、更换USB接口进行连接。
2	预览图像黑屏	<ol style="list-style-type: none"> 1、关闭软件，重新打开软件； 2、请将USB线重新插拔； 3、更换USB接口进行连接，点击触控按钮看是否正常； 4、点击拍摄按钮，查看拍摄的图像是否正常。
3	补光灯不亮	<ol style="list-style-type: none"> 1、请将USB线重新插拔，更换USB接口进行连接； 2、尝试进入拍摄界面，观察可否显示图像。
4	图像不清晰	<ol style="list-style-type: none"> 1、光线不足，请选择光线充足环境进行拍摄； 2、尝试开启补光灯进行拍摄； 3、确认分辨率是否是最高分辨率。
5	图像严重畸变	<ol style="list-style-type: none"> 1、确认镜头是否处于垂直状态； 2、请检查稿件是否平整，如拱起、翘起、放置的位置不平，尽量保障稿件平整。
6	端口打开失败	<ol style="list-style-type: none"> 1、请将USB线重新插拔，更换USB接口重新连接； 2、进入设备管理器中查看是否有“密码设备”这个选项； 3、更换身份证识别软件驱动程序。

7	图像有阴影	使用无纺布轻擦拭拍摄仪镜头。
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如果通过自身无法解决，请与我们的客服联系

第六章 服务信息

您可以通过下列方法取得本公司的技术支持及相关信息。

公司网站：www.uniscan.cn

全国统一服务热线：400-700-8188



紫光数字影像走进你

USER MANUAL

V2.0

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While every effort has been made to achieve the accuracy of this manual, errors or omissions or by statements of any kind might however occur. Advice on improving the document is sincerely welcomed by the publisher to ensure the correctness of all the contents.

The contents of this manual are subject to change without notice.

Screen Examples in This Manual

The screen display images in this user manual make use of the Windows 10 version of this software. If the system you are using is Windows XP/7/8, the actual view on your screen will be slightly different, however the function is exactly the same.

CHAPTER 1: PRODUCT INTRODUCTION

1.1 Software Introduction

A powerful document scanning software for USB-based document capture. This software allows users to quickly scan images or documents into JPEG or PDF files, create text OCR and then output the results in an editable Word / Text / Excel format, identify 1-D or 2-D barcodes, copy and print with the printer, scanning then sending scanned files via e-mail, even re-encoding video clips.

It provides a software user interface in more than 10 different languages and has a built-in powerful OCR engine that supports the recognition of more than 100 different languages.


The software also comes with many powerful image processing algorithms such as scanning images to B&W, preserving red or blue content in scans, removing unwanted shadows, enhancing color, automatically detecting and repairing documents with damaged edge, automatically rotating based on text orientation, and auto-cropping of images, as well as automatic page flip detection.

NOTE:

This software is typically distributed with a specific model of the

camera. Only with qualified hardware can this software deliver its full and powerful potential. Some or all of the features available using this software will not be possible when using unqualified hardware.

1.2 Product introduction

Model	G550	G650/ G660	G750/ G760	G780/ G790
Picture				
Capture Size	A4	A4/ A3	A4/ A3	A4/ A3
Pixel	500W	500W	1000W	1200W
Resolution	2592Hx1944V	2592Hx1944V	3664Hx2744V	4000Hx3000V
Optional accessories	No	Extended USB interface、Removable hard bottom plate、30-200 megapixel sub Lens		
Scan Speed	1S			
Focus	Fixed			

Model	G850/ G860	G880/ G890	N950/ N960	N1000/N1500
Picture				
Capture Size	A4/ A3	A4/ A3	A4/ A3	A4
Pixel	1500W	1500W	2000W	500W
Resolution	4480Hx3360V	4480Hx3360V	5344H 4016V	X 2592H 1944V

Accessories	Hub	200 megapixel sub Lens
Optional accessories	Extended USB interface、Removable hard bottom plate、30-200 megapixel sub Lens	
Scan Speed	1S	
Focus	Auto-Focus	Fixed Focus

Model	N1200	N5 series	N6 series	N7 series
Picture				
Capture Size	A4/A3	A4/A3	A4/A3	A4/A3
Pixel	500W	500W-1000W	500W	1000W-1500W
Resolution	2592H x 1944V	2592H x 1944V 3264H x 2448V 3664H x 2744V	2592H x 1944V	3664H x 2744V 4032H x 3024V 4480H x 3360V 5000H x 4000V
Optional accessories	1.Secondary-Lens 2.Fingerprint reader 3.IDcard reader	1.Secondary-Lens 2.Fingerprint reader 3.ID card reader 4.Contact/contactless IC card reader 5.Magnetic stripe card reader		
Scan Speed	1S			
Focus	Fixed Focus			

CHAPTER 2: CAMERA AND SOFTWARE

2.1 Included Parts and Attachments

1. Camera
2. Camera base or bottom pad (varies according to product configuration)
3. Product Software CD
4. USB data cable
5. Product use instructions (warranty card, certificate)

If any of the attachments included above are missing, please contact the distributor or company to ensure your rights as buyer.

2.2 System Requirements

- * intel (R) Core (TM) 2 CPU or higher
- * 2GB or more RAM
- * 2GB or more Hard Disk Space
- * Windows XP/ 7/8/10 OS
- * USB2.0 and above

NOTE:

This software version is not compatible with Apple Mac OS or Linux OS.

2.3 Hardware Installation

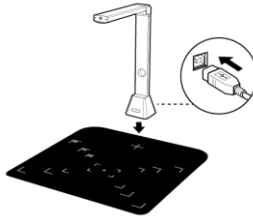
Before installing, please make sure that all attachments of

the Violet HD Camera you purchased are completely assembled.

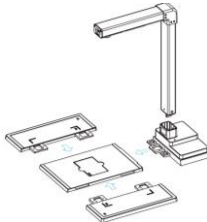
1. Please install as shown below

With Soft bottom pad

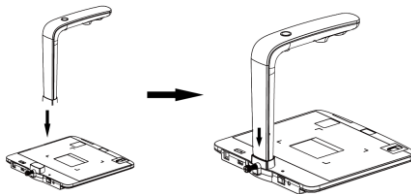
Place the camera on the scanning pad and align the [+] marks (dark scan pads are used to ensure good images and accurate cropping of the target).



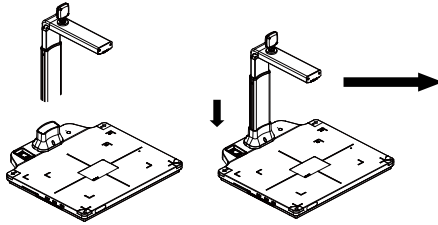
With hard base



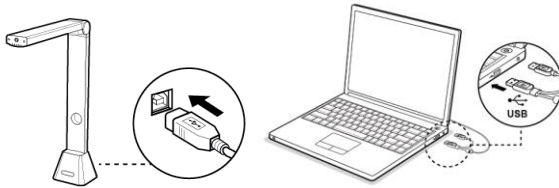
N6 series product



N5/N7 series product




2.Plug the supplied USB cable to the back of document camera and connect other end into an available USB port on your computer.



NOTE:

When connecting the USB cable, wait for a while until the camera is detected by computer.

If you have a circular focus button on the left side of the camera's

bottom plate  , please focus before shooting.

2.4 Software Installation

please insert CD ROM into your CD ROM driver, then select the appropriate software to install in the interface.



Required software: 紫光快拍(Unis QuickCapture)

Optional software: TWAIN Driver

ID Card

紫光影像中心

紫光多功能采集平台

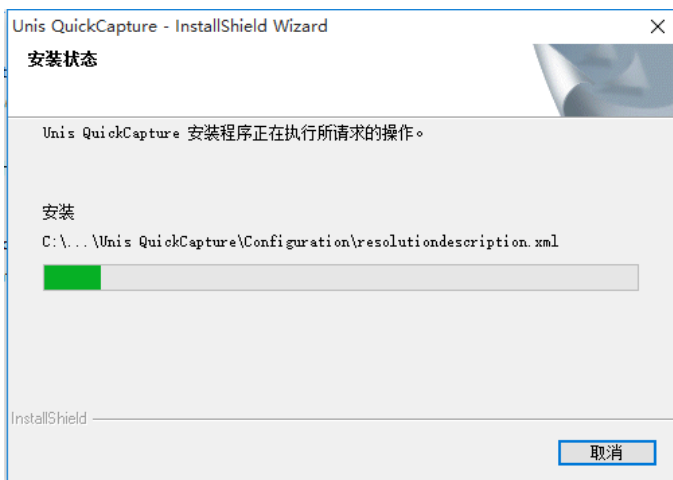
NOTE:

Before install this application software, it is recommended to close the antivirus program or security software running on your system.

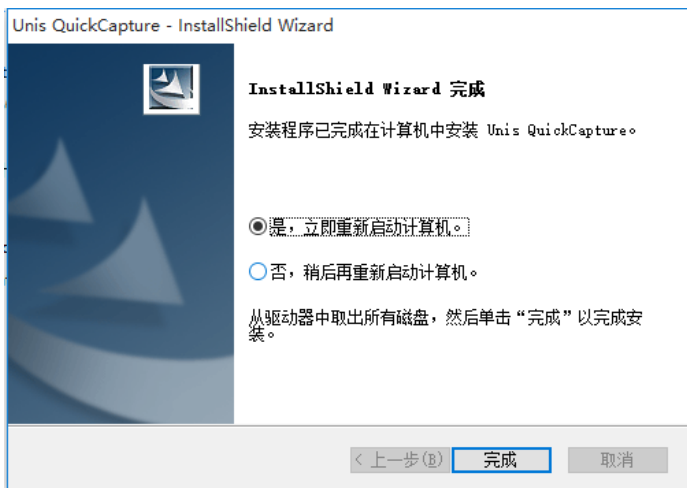
The software categories in the disc are different depending on the product model.

The desktop icon is not generated after the TWAIN Driver is installed.

1. Once the installation process started, please follow the on screen instructions.



2. Click "Finish" to finish the installation program.



CHAPTER 3: APPLICATION SOFTWARE

Unis QuickCapture is a quick shooting and processing software To start the program, double-click the "紫光快拍"



software icon on the desktop 紫光快拍.

Or launch from the Windows program list: Click the Windows Start menu > All Programs > UNIS Folder > 紫光快拍 Folder > 紫光快拍.

Software main interface



NOTE:

Before starting to shoot a document, please click on the left

NOTE:

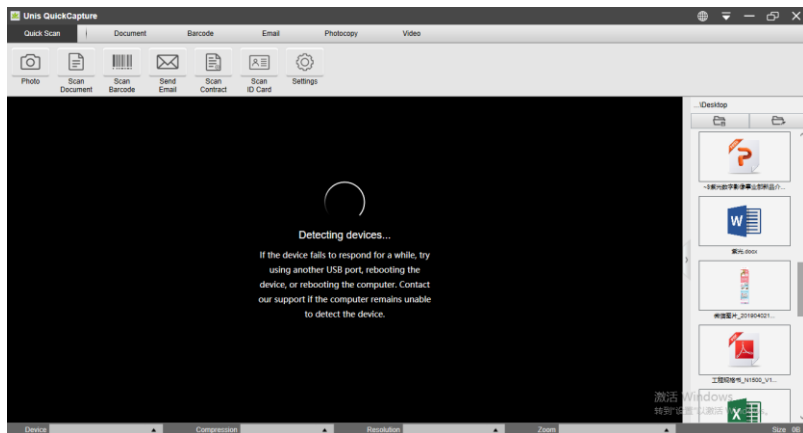
If you do not see the live preview video from the preview box and

display the [Detect Device...] message in the middle of the main window, carefully check the following items in the following order.

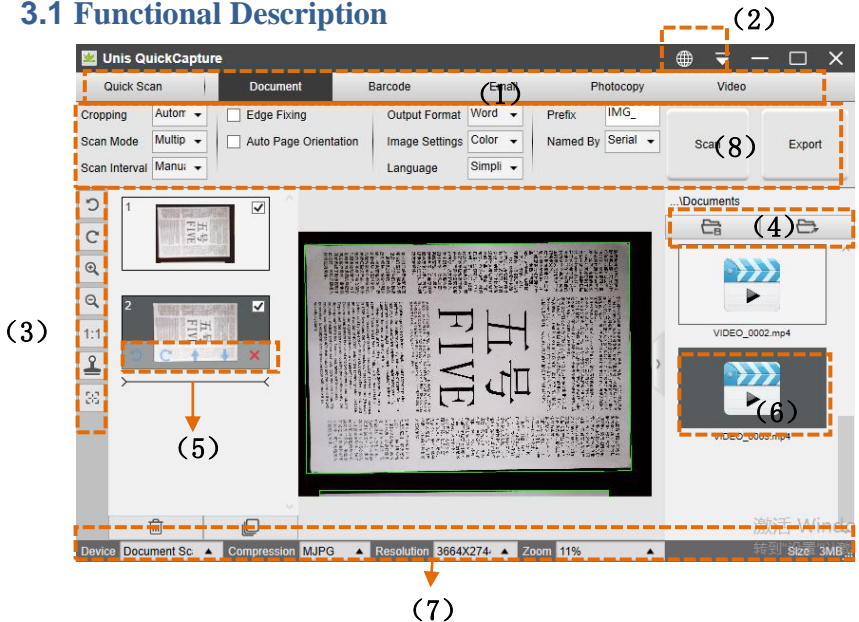
1) Make sure your device is properly connected to your PC via a USB cable.

2) Make sure to raise the horizontal arm of the camera. The horizontal arm should be at a 90 degree angle to the vertical bracket. (If the horizontal arm is off, you may see a full black video even if the camera is working properly.)

3) Try connecting the USB cable to another USB port or restarting the computer.



3.1 Functional Description



(1) Open the software, there are 5 main function modes to choose from by default. The user can select different functional modes by clicking on the function name displayed on the menu bar area.



Function Modes	Description
Document	The Document mode is using for scan documents, name cards, ID cards or any paper sheets to JPEG or PDF files, you can even to create OCR and convert the scanned files into editable Word/Text/Excel formats within this mode.
Barcode	The Barcode mode is using for scan and recognize 1-D or 2-D barcodes then save result into JPEG/Text/Excel /PDF formats.
Email	The Email mode is using for scan and save result into PDF or



	JPEG files, and then send these files through Email.
Photocopy	The Photocopy mode is using for scan documents and print them to a printer. (NOTE: Need to work with a separate printer)
Video	The Video mode is using for record video clip and save to different video formats with Motion JPEG compression. You can even use the video mode as a Visualizer (For more details, please check 4.8 section)
Other Model	For details, please refer to section 4.10

NOTE:

Each of these Function Modes have different feature options and settings.








Each of these Function Modes has its own file-saving-directory.

(2)At the top of the main window, there are two control buttons available  

Buttons	Explanations	Note
	Language	Language settings for software UI
	Settings	Control settings for the main window

(3)On the left side toolbar, there are many useful control tools available:

Buttons	Explanations	Note
---------	--------------	------

	Rotate Left 90 Degrees	
	Rotate Right 90 Degrees	
	Zoom Out	
	Zoom In	
	Fit Screen / 1:1 Display	
	Watermark (Add watermark on images)	Only available for some of Function Modes
	Manual Cropping	Manual cropping for a scanning area
	Full Screen (Enter Visual Presenter mode)	Only available in the [Video] Function Mode
	Focus (Trigger the Auto-Focus action)	This function only available for document cameras that support Auto-Focus feature

NOTE:

The “Focus” button may appear if and only if you have a document camera that can support the Auto-Focus features. By clicking on this button, user can manually trigger the camera to adjust the lens focus again automatically.






(4) On the right side of the main window, there are options for setting the directory for saving files:

Button	Explanations
Select	Select file save path
Open	Open the current file location

(5) On the left side preview window, you can use following tools that shown on each thumbnail image to rotate the scanned image, change order or delete it.



You can also double-click on the thumbnail image to enter to the Document Page Editor mode.

Button	Explanations
	Rotate Left 90 Degrees
	Rotate Right 90 Degrees
	Move up image
	Move down image
	Delete image

NOTE:

The left side preview window only available when the Scan Mode settings is selected to “Multiple Image”.

(6)By right click on the image files shown in the file fetching column on the right side of the main window, you will see the following options:

Right Click Options	Explanations
Open	Open an image file
Copy	Copy an file
Rename	Rename a file
Delete	Delete a file
Compare	Compare multiple images in one window
Convert into PDF	Convert or merge multiple images files into one PDF file
Convert into TIF	Convert or merge multiple images files into one TIF file
Convert into Text	Convert or merge multiple images files into one Text file
Convert into Word	Convert or merge multiple images files into one Word file
Convert into Excel	Convert or merge multiple images files into one Excel file
Convert into EPUB	Convert or merge multiple images files into one EPUB file

Email	Send an image file as an email attachment
Print	Print an image file by using a printer
Property	Show the property window

NOTE:

The “Compare” and “Convert” functions can work on one or more image files at the same time. User can use the “shift key” or “Ctrl key” on the keyboard to help select multiple image files.

When using “Email” function, please make sure your computer have installed an email software, such as Microsoft Outlook.

(7)On the bottom side of the main window, there are some control settings for the camera device:

Button	Explanations
Device	Selecting camera devices
Format	Selecting the camera video output format
Resolution	Selecting the camera video resolution

NOTE:

In the [Format] options, there are usually two options, YUV or MJPEG. YUV is an uncompressed video format, and MJPEG is a compressed video format type. Selecting MJPEG format will allow higher video frame rate than selecting YUV format, but not all the camera devices support MJPEG format option.

In the [Resolution] options, selecting higher resolutions will cause lower video frame rate. If you are capturing a still image or scanning a document, please select the highest resolution available. If you are using this device as visual presenter, then selecting a lower resolution

may bring more smooth video experience.

(8)Each Function Modes have different feature settings, for example use [Document] function mode, user will likely to see the following feature setting Options:

Feature Settings	Setting Options	Explanations
Cropping	Automatic	Automatic crop for a single object
	Automatic (Multiple)	Automatic crop for multiple objects
	No Cropping	Scan without cropping
	Self-Defined	Manual crop for a single object
Scan Mode	Single Page	Scan single page for a document
	Multiple Page	Scan multiple-page of document by continuous scanning
	Merge Horizontally	Scan both-side document with left and right merge
	Merge Vertically	Scan both-side document with Top and Bottom merge
Scan Interval	Manual	Manual scan by click [Scan] button
	Automatic	Automatically scan when the camera detects a page is turned
	Repeat (5sec)	Automatic scanning by countdown 5 seconds
	Repeat (7sec)	Automatic scanning by countdown 7 seconds

<input checked="" type="checkbox"/> Edge Fixing	Automatic crop one document and repair the damaged edges	
<input checked="" type="checkbox"/> Auto Page Orientation	Automatic rotate page based on text Orientation	
Output	JPEG	Save as JPEG file
	PDF(Image)	Save as PDF file
	PDF(Searchable)	Convert image into searchable PDF file
	PDF(Text)	Convert image into editable Text PDF file
	Text	Convert image into editable Text file
	Word	Convert image into editable Word file
	Excel	Convert image into editable Excel file
Image Settings	B&W (Document)	Output image in Black & White and make whiten background
	B&W (Binarized)	Output image in Black & White binary
	B&W (Red Stamp)	Output image in Black & White and keep red stamp
	Color (Original)	Output image in original color
	Color (Enhanced)	Output image with color enhanced
	Grayscale	Output image in grayscale
Language	Select OCR language Note: Ensure to select the correct language of the original text from the drop-down menu to perform text recognition.	
Prefix	Add prefix for the file name	

Name By	Serial	Name by serial number
	Date & Time	Name by date and time

3.2 OCR

In the Document Function Mode, user can scan a document and convert the image into a searchable PDF, editable Word, Text, or Excel file. The OCR function supports the following languages.

English	German	French
Spanish	Italian	British English
Swedish	Danish	Norwegian
Dutch	Portuguese	Brazilian
Galician	Icelandic	Greek
Czech	Hungarian	Romanian
Slovak	Croatian	Serbian
Slovenian	Luxembourgish	Finnish
Russian	Belarusian	Ukrainian
Macedonian	Bulgarian	Estonian
Lithuanian	Afrikaans	Albanian
Catalan	Irish Gaelic	Scottish Gaelic
Basque	Breton	Corsican
Frisian	Norwegian Nynorsk	Indonesian
Malay	Swahili	Tagalog
Japanese	Korean	Simplified Chinese
Traditional Chinese	Quechua	Aymara
Faroese	Friulian	Greenlandic

Haitian Creole	Rhaeto Romance	Sardinian
Kurdish	Cebuano	Bemba
Chamorro	Fijian	Ganda
Hani	Ido	Interlingua
Kikongo	Kinyarwanda	Malagasy
Maori	Mayan	Minangkabau
Nahuatl	Nyanja	Rundi
Samoan	Sotho	Sundanese
Tahitian	Tongan	Tswana
Wolof	Xhosa	Zapotec
Javanese	Nigerian Pidgin	Occitan
Manx	Tok pisin	Bislama
Hiligaynon	Kapampangan	Balinese
Bikol	Ilocano	Madurese
Waray	Serbian latin	Latin
Latvian	Hebrew	Numeric
Esperanto	Maltese	Zulu
Afaan Oromo	Asturian	Azeri (latin)
Luba	Papiamento	Tatar (latin)
Turkmen (latin)	Welsh	Arabic
Farsi	Mexican Spanish	Bosnian (Latin)
Bosnian (Cyrillic)	Moldovan	German (Switzerland)
Tetum	Kazakh (Cyrillic)	Mongolian (Cyrillic)
Uzbek (Latin)	Simplified chinese+English	Traditional chinese+English
Japanese+English	Polish	Turkey

NOTE:

In order to work correctly by using built-in OCR feature, when using the OCR function, please set [Image Settings] option to “B&W (Document)” or “B&W (Red Stamp)”, this will help to speed up the OCR recognition process.

CHAPTER 4: USAGE EXAMPLES

4.1 Saving a single page/multi-page file as a PDF file

- 1) Click on the [Document] function on the top menu bar.
- 2) Please follow the illustration below



- 3) Set the [Scan Mode] feature option to “Multiple Page”, this will instruct the software to capture multiple page of the document. (If you scan a single-page document into a PDF, please select "Scan Single Page" in [Scan Interval].)
- 4) Set the [Scan Interval] feature to “Manual”, this will instruct the software to wait for user capture command for each capture. (You can also select “Automatic” options to let the software self-detect the page flipping process, or use “Repeat (3/5 sec)” options to let the software repeatedly scan images after 3 or 5 seconds.)
- 5) Click on the [Scan] button on the upper right corner of the main window, then you should see a new PDF file have been created in the file column on the right side.

NOTE:

In the preview interface, once the document is detected, you will

see a green border in the preview window.

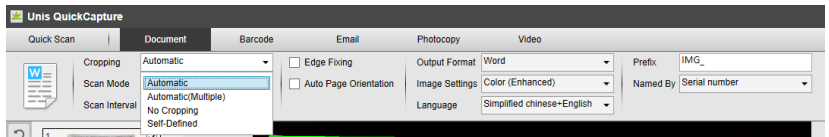
Avoid scanning document in places near the window, because environments with strong lighting. Excessively bright ambient lighting will affect the brightness and affect scanning results.

During the image scan process, you can manipulate the temporary images on the preview column on left side, such as rotate the image, move an image up or down the list, delete the image, or insert a new image. You can also click on the [Clear] button to delete all images when you are done.

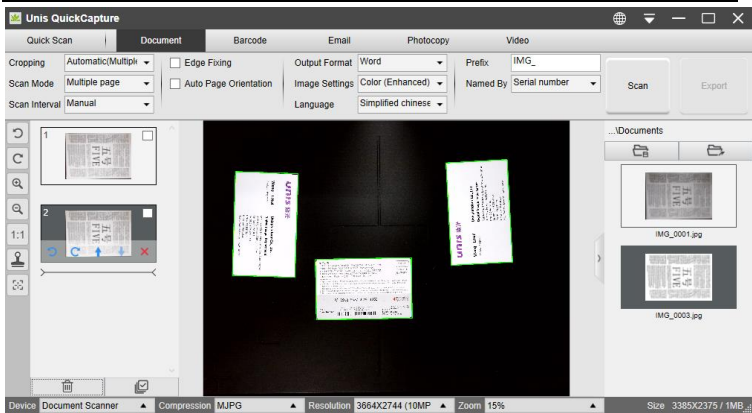
You can also configure different parameters according to your needs.

4.2 Scanning multiple images while simultaneously using the cropping function

- 1) Click on the [Document] function on the top menu bar.
- 2) Please follow the illustration below



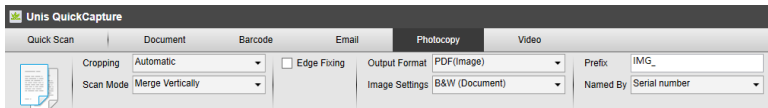
- 3) Set the [Cropping] feature option to “Automatic (Multiple)”, this will instruct the software to search for multiple objects in the preview window and crop out as many images as possible. A green color box will be drawn around any meaningful objects that have been found in the preview window.



- 4) Set the [Scan Mode] feature option to “Single Page”.
Set the [Scan Interval] feature to “Manual”.
- 5) Click on the [Scan], then you should see multiple images files been created.

4.3 Copying business cards

- 1) Click on the [Photocopy] function on the top menu bar.
- 2) Please follow the illustration below



- 3) Set the [Scan Mode] feature option to “Merge Vertically”, this will instruct the software to capture both side of a document and merge into one image in the top-down manner. When this options is elected, you will see a preview column shown on the left, in which the temporary images will be displayed.

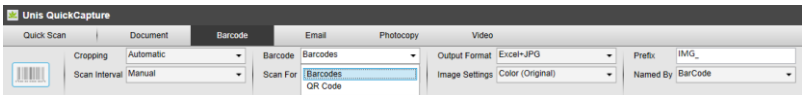
4) Click on the [Scan] button, then you should see a new page is been added on the left side in the preview column; Flip the name card over, and then click on the [Scan] button again, you should see both side images of this name card have been captured. Click on the [Print] button, then a new PDF file will be created, and a print preview and control window will pop up and guide the printing process.

NOTE:

In order to use this Photocopy function, you need to have a USB printer linked to your computer or a network printer linked in your network. The document camera can help capture and scan a document, but you will need a printer to print the result onto a paper.

4.4 Scanning a barcode and saving it as an EXCEL file

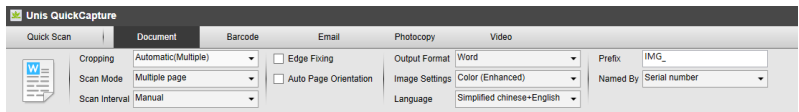
- 1) Click on the [Barcode] function on the top menu bar;
- 2) Please follow the illustration below



- 3) Based on the barcode type to select 1-D or 2-D barcode from the Barcode feature option.
- 4) Click on the [Scan] button on the upper right corner, then you should see an EXCEL file pop out with scanned barcode value stored in it.

4.5 Exporting Word files using the built-in OCR function

- 1) Click on the [Document] function on the top menu bar.
- 2) Please follow the illustration below

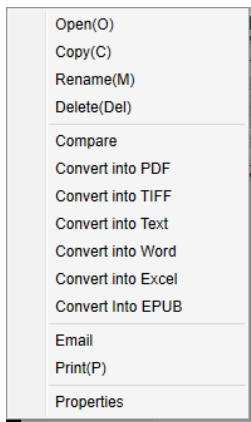


- 3) Based on the content of document to select recognize language from the [Language] feature option.
- 4) Click on the [Scan] button on the upper right corner to scan multiple pages. Click on the [Export] next to [Scan] button on the upper right corner of the main window, then you should see a new Word file been created in the file column on the right side.

4.6 Combining multiple image files into one PDF file

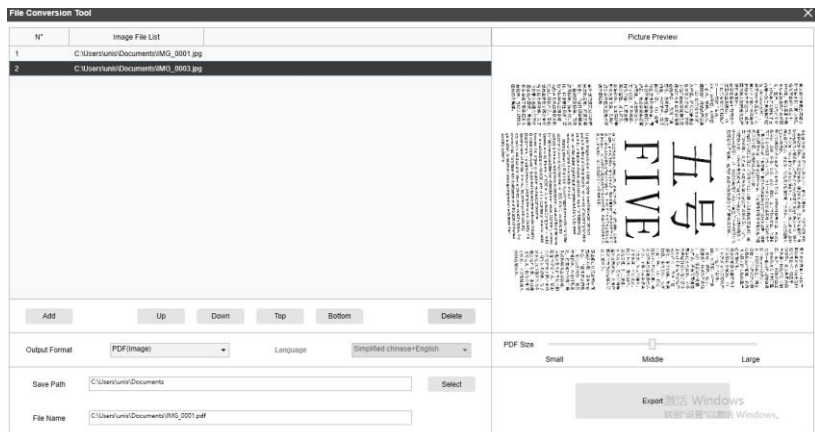
If you have captured multiple images in your file directory, you can easily combine them into one PDF file:

- 1) In the file directory column shown on the right side of the main control window, you can push and hold the “Shift” key or the “Ctrl” key while you use your mouse to click and select multiple JPEG image files;
- 2) Right click on these selected image files, and then you should see a pop-out window with multiple options;




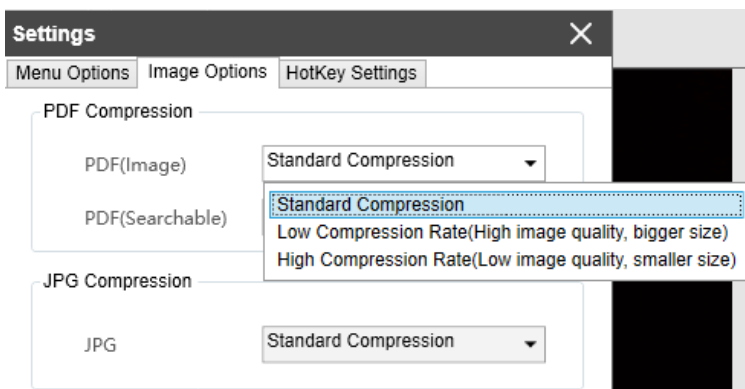
3) In the PDF Creating Tool window, you can Add, Delete, Move Up, or Move Down an image, or you can adjust PDF file size, or you can also name the File Name for the targeted output PDF file;

4) When you are ready, please click on the [Export] button to create a PDF file.



Note:

If you need to set the PDF compression ratio, click the Settings icon  in the upper right corner of the main window and select "Settings" from the drop-down list. Select the "Image Settings" tab to set it up

**PDF (Image)**

When you select this file type, CamShop doesn't execute the text recognition on your document. Your PDF file will not be text-searchable, it only contains the image of your original document.

PDF (Searchable)

This file type is most commonly used. It contains double layers: the recognized text, and the original image on top of the text. This way, you have both access

to the recognized text and you still see the original image.

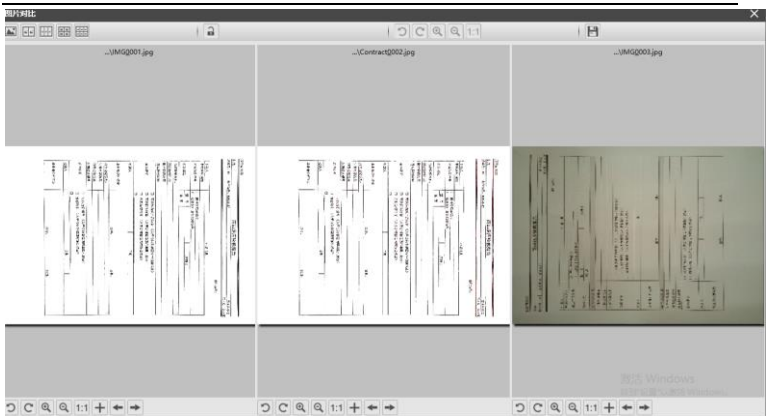
PDF (text)

This file type contains only recognized text, but does not contain the original image of the document. Any image in the original document is included as a graphic in the PDF file.

4.7 Comparing multiple images

If you have captured multiple images in your file directory, you can easily compare them side-by-side by using the Image Comparing feature:

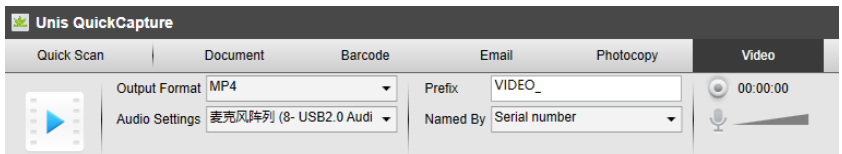
- 1) In the file directory column shown on the right side of the main control window, you can push and hold the “Shift” key or the “Ctrl” key while you use your mouse to click and select multiple JPEG image files;
- 2) Right click on these selected image files, and then you should see a pop-out window with multiple options; Please select “Compare” option, then the Image Comparison window will appear;
- 3) You can select up to 6 images and compare in the same widow.
- 4) Use “Lock/Unlock” option, you can rotate or zoom on each individual images or operate these functions on all images;



4.8 Using the display function in the classroom

First, you will need to connect your Notebook PC to a projector, and project your computer screen onto the projector. Then launch this document camera software, and follow the following procedures:

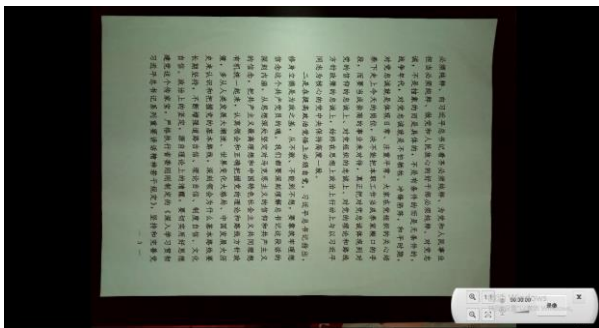
- 1) Click on the [Video] function on the top menu bar.
- 2) Please follow the illustration below



3) Click on the [Resolution] button on the bottom of the main window, and select a desired resolution value. (Note: higher resolution will cause lower frame rate).

- 4) Click on the [Full Screen] button  to enter the

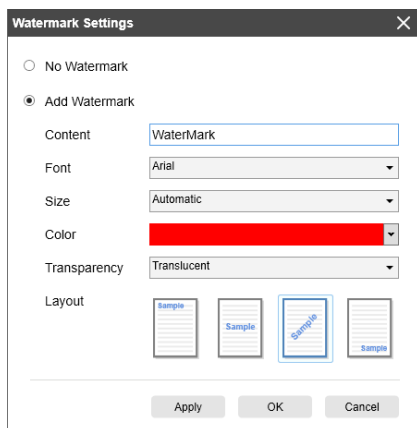
Full Screen mode.

**NOTE:**


This [Full Screen] display button only available under the [Video] function mode.

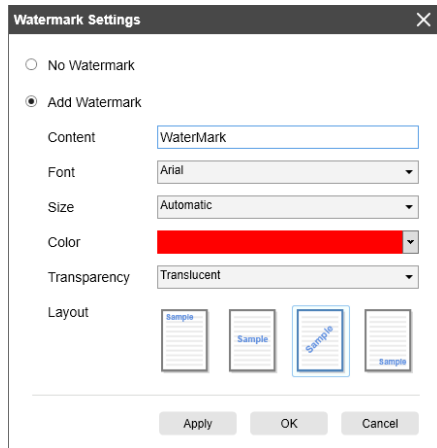
You can also use the "Rotate" and "Zoom" buttons to control the preview video.

You can also use this [Video] mode function to record a video clip.



4.9 Adding a watermark to a scanned document file

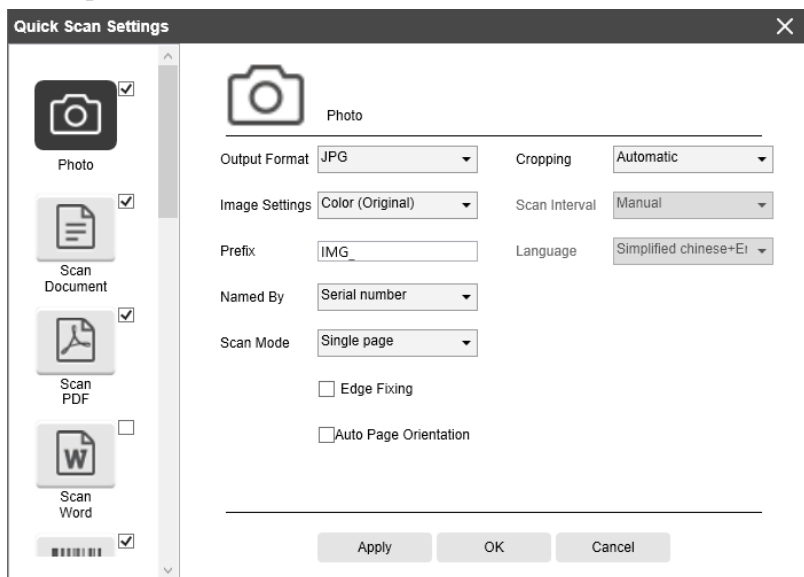
- 1) Click on the [Document] function on the top menu bar.
- 2) Click on Watermark  icon from the left side toolbar to bring out the Watermark setting dialog.
- 3) Type your watermark text in the Content box. You can try different fonts, size, colors, transparency, and choose a layout while you're at it.
- 4) Click [OK] to apply the Watermark settings to your document.



4.10 Configuring a shooting set-up

According to the shooting requirements, click the [Settings] button above the software, the following content will be displayed. The user can select the

scanning scheme according to the shooting requirements. The selected scheme will be automatically displayed at the top of the shooting window for one-click scanning operation.



Function	Explanation
Photo	Keep the original color of the document
Scan Document	Mainly used for document shooting
Scan PDF	PDF shortcut button can directly record single/multi-page manuscript into a PDF document
Scan word	When using this function, it is recommended to use a plain text manuscript and ensure that the text direction is
Scan	Take an image and identify the barcode in the image and

Barcode	save the result as JPEG / Text / Excel / PDF
Email	Use to scan and save the results as a PDF or JPEG file and then email them
Photocopy	Photocopy is used to scan documents and print them to the printer
Double Scan	After placing the document, click the double Scan button to merge the front and back of the manuscript into one image.
Scan Contract / continuous scan contract	Place the contract and click the scan contract button. The contract will automatically process the background and keep the red stamp. After generating the image, you can merge the multi-page contract into PDF or merge into TIF operation. The default is not to merge.
Scan Express order	After placing the document, click on the button and the file will be named after the Express order code.
Color Photo	Place a color leaflet or a color manuscript, click the color photo button, and the manuscript will automatically generate a color image document, which is convenient and quick.
ID Card Copy	The ID card copy function automatically merges the front and back images of the ID card into one document and print the document.
Video	Video function is used to record video clips and can be saved in different video formats.

CHAPTER 5: FAQs

Item	Common problem	solutions
1	Unrecognizable device after connecting to the camera	<ol style="list-style-type: none"> 1、 Please check if the USB cable is connected properly and re-plug the USB cable. 2、 Replace the USB interface to connect.
2	Preview image black screen	<ol style="list-style-type: none"> 1、 Restart the software; 2、 Please re-plug the USB cable; 3、 Replace the USB interface to connect, click the touch button to check if it is normal; 4、 Click the capture button to see if the captured image is normal.
3	Fill light is not bright	<ol style="list-style-type: none"> 1、 Please re-plug the USB cable and replace the USB interface to connect; 2、 Try to enter the shooting interface and check if the image can be displayed.
4	Image is not clear	<ol style="list-style-type: none"> 1. Insufficient light, please choose a light-filled environment for shooting; 2. Try to turn on the fill light to shoot; 3. Confirm if the resolution is the highest resolution.
5	Serious image distortion	<ol style="list-style-type: none"> 1. Confirm that the lens is in a vertical state; 2. please check whether the document is flat, such as arching, lifting, placement is not flat, try to ensure that the manuscript is flat.

6	Port open failed	<ol style="list-style-type: none">1. Re-plug the USB cable and replace the USB interface to reconnect.2, enter the device manager to see if there is a "password device" option;3. Replace the ID card identification software driver.
7	Image has shadow	Use a non-woven fabric to gently wipe the camera lens.

If you cannot solve it by yourself, please contact our customer service.

CHAPTER 6: SERVICE INFORMATION

You can get the technical support and related information of the company by the following methods.

Website: www.uniscan.cn

Tel: 400-700-8188



紫光数字影像走进你