



# User's Guide

**Version 11.4**

*Please note: This manual is being revised, we are aware of inconsistencies in the screenshots, and are working to correct ASAP.*

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**(Available at [www.versasoftware.com](http://www.versasoftware.com) as of June '09)**

**F-3    INSERT before highlighted image**

**F-5    SCAN**

*\*\* Throughout the course of this document the dual asterisk denotes features that will be available in future versions of the software*

## Introduction

Welcome to **MicroDAX 6.0!** MicroDAX 6.0 supersedes all MicroDAX 5 versions and is a flexible, easy to use application that is designed to quickly get the images you want from Minolta microfilm and paper scanners using the TWAIN driver and PC's running the Microsoft XP, VISTA and Windows 7 Operating Systems. Models MS6000, MS6000 MKII, MS7000, MS7000 MKII microfilm scanners and PS7000 book scanners are supported to scan and process images, save them in various image-file formats, fax, email or print all or some images on demand.

MicroDAX 6.0 is designed to be as simple to operate and user friendly as possible. So while you might not need to refer to this user's guide before working with it, there are some basic concepts you should review before getting started. Specifically, you should read the section entitled "Getting Started" before you install the software and the "Concepts" section before you start working with MicroDAX 6.0

## Features

- Scanning from Minolta microfilm scanners with optional MARS controller support, and the PS7000 book scanner.
- MARS support including 2 and 3 level blipping and automated batch scanning.
- Controls for the specific features of the various Minolta scanner models are brought out to the MicroDAX 6.0 User Interface via the Twain interface and on-screen Mars keyboard
- Support for software features such as: Rotate, auto & manual crop, deskew, magnifying glass, image zoom, UnDo & ReDo, split, annotate and merge\*\*
- Single image preview / edit window with 2, 4 and Thumbnail view with adjustable image sizes.
- Batch Job control – rescanning of images.
- Many formats of images can be generated – TIF, MPTIFF, JPEG, PDF, MPPDF, PNG, PCX, TGA
- Output to Printers, to Fax, to Email, to folder
  - \*PDF Output is used for printing, emails and Fax due to severely limited rights issues at sensitive installations.

# Getting Started

Review this section before installing the software.

## Hardware Requirements

To use MicroDAX 6.0 the PC must be able to run the software and you must have some required prerequisite software installed. Here are the minimum requirements:

- Windows XP, Vista, Windows 7
  - 64 bit version available upon request
- 512MB (1GB preferred) RAM
- 2 GB available hard disk space.
- .NET 3.5 SP1 or higher

More memory and more disk space will allow larger batches of images to be scanned.

## Software Requirements

Before scanning you will need to have an installed TWAIN driver for each scanner you wish to connect to. TWAIN drivers for Minolta and other scanners are available from the appropriate websites.

NOTE: For many scanners the scanner must be running before the PC is tuned on.

## Supported Scanners

The following Minolta scanners are supported as of August 2010:

<b>MODEL</b>	<b>IMAGE SIZE</b>	<b>DPI<sup>†</sup></b>
MS6000 MKII	8.5x11"	800
MS7000 MKII	11x17"	800***
PS7000 MKII	11x17"	400

<sup>†</sup> *DPI is Maximum DPI supported by that scanner.*

*\*\*\* The MS 7000 only supports 800DPI up to a height of 3.67"*

# Concepts

Understanding how MicroDAX 6.0 works will help you make the best use of it. Thus, this is the most important section of the user's guide so even if you skip everything else, please read this!

The purpose of MicroDAX 6.0 is to enable you to retrieve images, manipulate them in the staging area (re-scan, repair or remove), and then send those images to their final destination(s) (re-sequence, folder, email, printer, or fax) via the output commands.

## Images

MicroDAX 6.0 lets you scan **Black and White (Monochrome), Grayscale or Color images.** Monochrome images are often best for text as they take the least amount of memory and disk space to store. When scanning in monochrome however, the quality of detail in the graphical parts of the image are likely be lessened. Images can be stored in various file formats such as TIF, MPTIFF, JPEG, PDF, MPPDF, PNG, and PCX. The TIFF format used is a loss-less compression that works well for monochrome images.

## Batch Documents and the Staging Area

Every time you wish to work in MicroDAX 6.0 you must either open an existing Batch (Job) file or create a new one. A Batch is a file that contains all the image data as well as the settings (input, output and processing) associated with the whole job. Any time you select the New Batch command on the toolbar you will be creating a new Batch Job.

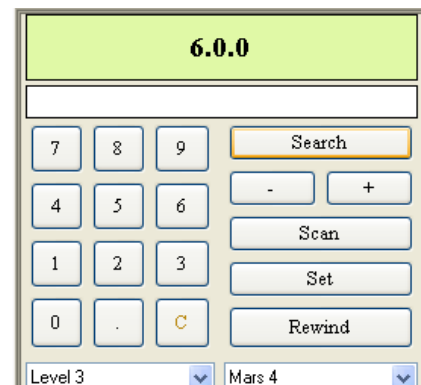
Whenever an image is scanned, it will be written into a temporary batch storage area located in a designated file folder and will be stored there until the output phase is completed. Images are stored as numbered files, with the number increasing for each subsequent scanned image. A subdirectory within the batch storage folder will be created for each active batch.

The Thumbnail Display in MicroDAX 6.0 displays thumbnail views of the stored images in the associated cache. While viewing batch thumbnails, the user can perform various tasks with them such as annotating and deleting them.

When you're done working with a batch and have used the appropriate output you can use the Delete or Close options to clear the batch or remove it permanently.

## MARS and batch scanning in single, 2 and 3 level blip mode

MARS stands for Minolta Automated Retrieval System, and is the optional system that the Minolta film scanners use to automatically locate a particular image on a roll of blipped film. Blipped microfilm is a special type of film that has marks along the edge of the film that can be tracked and counted by the MARS film controller unit in conjunction with certain Minolta carriers. If using a film scanner and your film is not blipped or you are not using a MARS-supported carrier



then you cannot make use of MicroDAX 6.0's MARS functionality.

MicroDAX 6.0 has a MARS Controller window that gives it control over the actual MARS unit, including real-time updates of the current film position and buttons for advancing, rewinding, etc. If you aren't using automated search and retrieval than the MARS Controller window will be deactivated. To close the Window, simply click the MARS button on the toolbar to toggle it off.



The controller window is comprised of three elements; the input box, the controls and the status line. The Status line is shown along the top of the window and displays the **current position** of the MARS unit as shown on the LCD of the MARS controller itself.

The controls can be found in the middle portion of the controller laid out similarly to the MARS MINI 2 controller. Along the bottom of the controller window is two drop-down windows the one on the left is for selecting the level of film you are using, level 1, 2 or 3. The drop-down window on the right is for selecting the type of MARS controller you are using, a MARS MINI 2 or MARS 4.

The final component of the MARS window is the input box. This is where you can enter the frame number of an image to search for and scan or enter a range of images to be scanned with the Batch Scan. This is the text box located directly beneath the Status line.

Since MicroDAX 6.0 supports the searching and retrieval of single-level, dual-level and three-level film, different methods exist for entering these numbers in the input window. If using single level film then you can indicate an image simply by entering its location on the roll. For example, entering the number "304" will allow you to search and/or scan the 304<sup>th</sup> image on the film.

With two-level blipping, the film is divided up into chapters and then pages within a chapter. When MicroDAX 6.0 displays the film location of images it is necessary to use a period to differentiate between the chapters and pages. Therefore on two level blipped film, if you enter the image to be scanned as "4.23" MicroDAX 6.0 will search and/or scan the 23<sup>rd</sup> page in the 4<sup>th</sup> chapter. Three-level film functions the same as dual-level except that in addition to chapters and pages it uses books as well. Three-level positions are displayed as such, "2.5.165".

When you specify images in the input window, you must use the notation that applies to the MARS controller mode – without a period for single level blipping and with a period for two or three level film. "42" is the 42<sup>nd</sup> image on the film in single mode, "3.5" is the 5<sup>th</sup> page in the 3<sup>rd</sup> chapter in two level, "4.7.88" is the 88<sup>th</sup> page of the 7<sup>th</sup> chapter of the 4<sup>th</sup> book in three-level.

See the section on Automated Batch scanning on Page 18 for more information on using the MARS functionality to scan a range or ranges of images.

You can scan two single documents with one scan and split them electronically back into two images. This speeds up the scanning process.

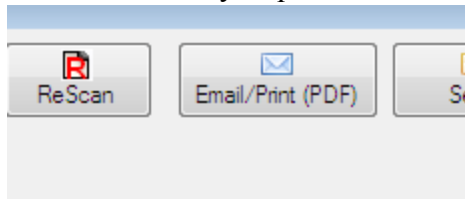


*Note: If you are interested in automating your scanning but do not have blipped film, please contact VersaIMAGE Software Corporation ([www.versasoftware.com](http://www.versasoftware.com)) for some possible solutions.*

## UPDATE NOTICE:

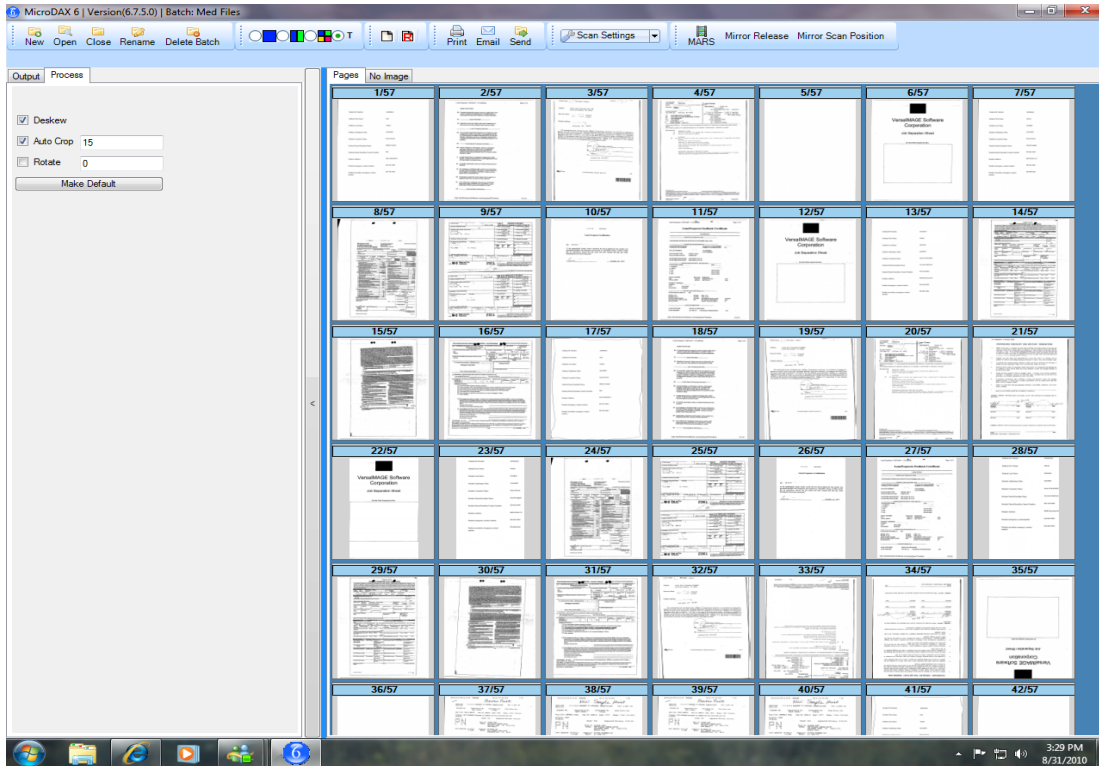
Due to customer request, we have changed two major features:

1. The “One up, Two up,4 up drop down has been removed. This is now handles by Control+mousewheel
2. The print and email buttons have been merged. They now produce a PDF that the user can then print or email through their systems. This was due to a large number of complaints about security requirements.

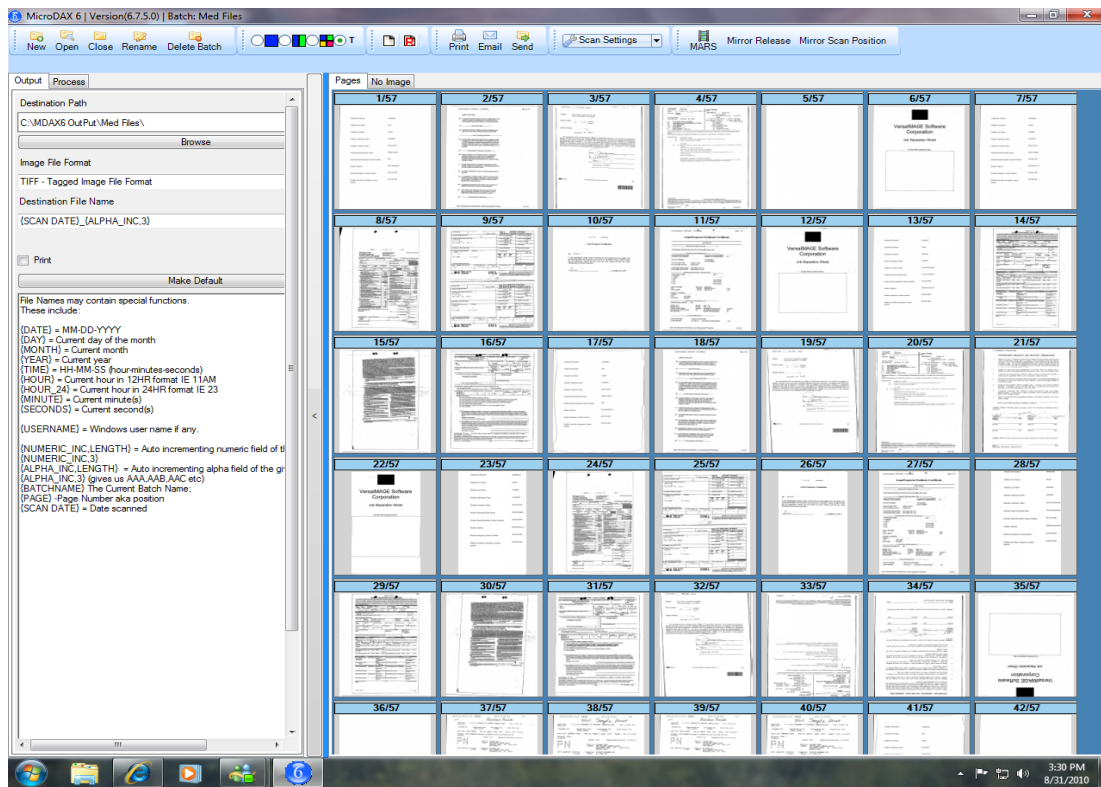


### MicroDAX 6 Example Screens:

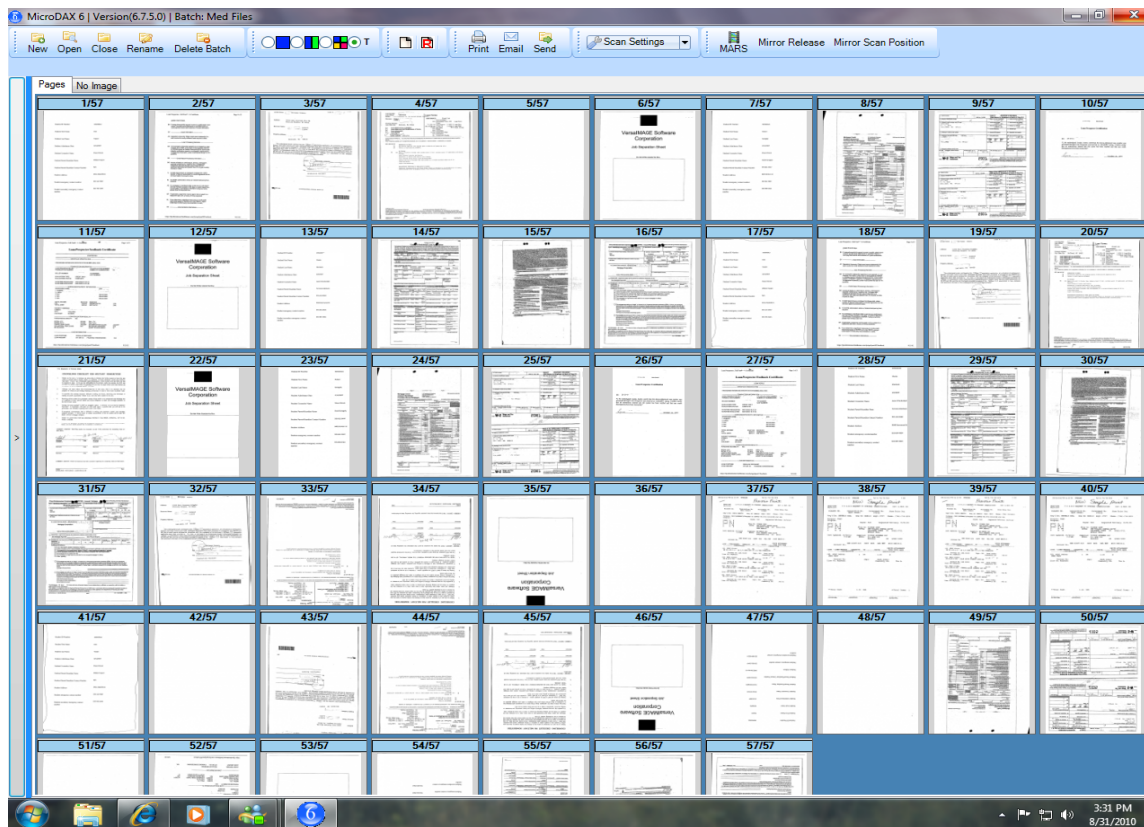
Current Batch Name Med Files: Process Tab selected with Auto Crop and Deskew activated.  
Pages Tab selected, images in Thumbnail view



Current Batch Name Med Files: Output Tab selected with Destination Path, Image File Format and Destination File Name selected. Print is NOT selected. Pages Tab view with Thumbnails.

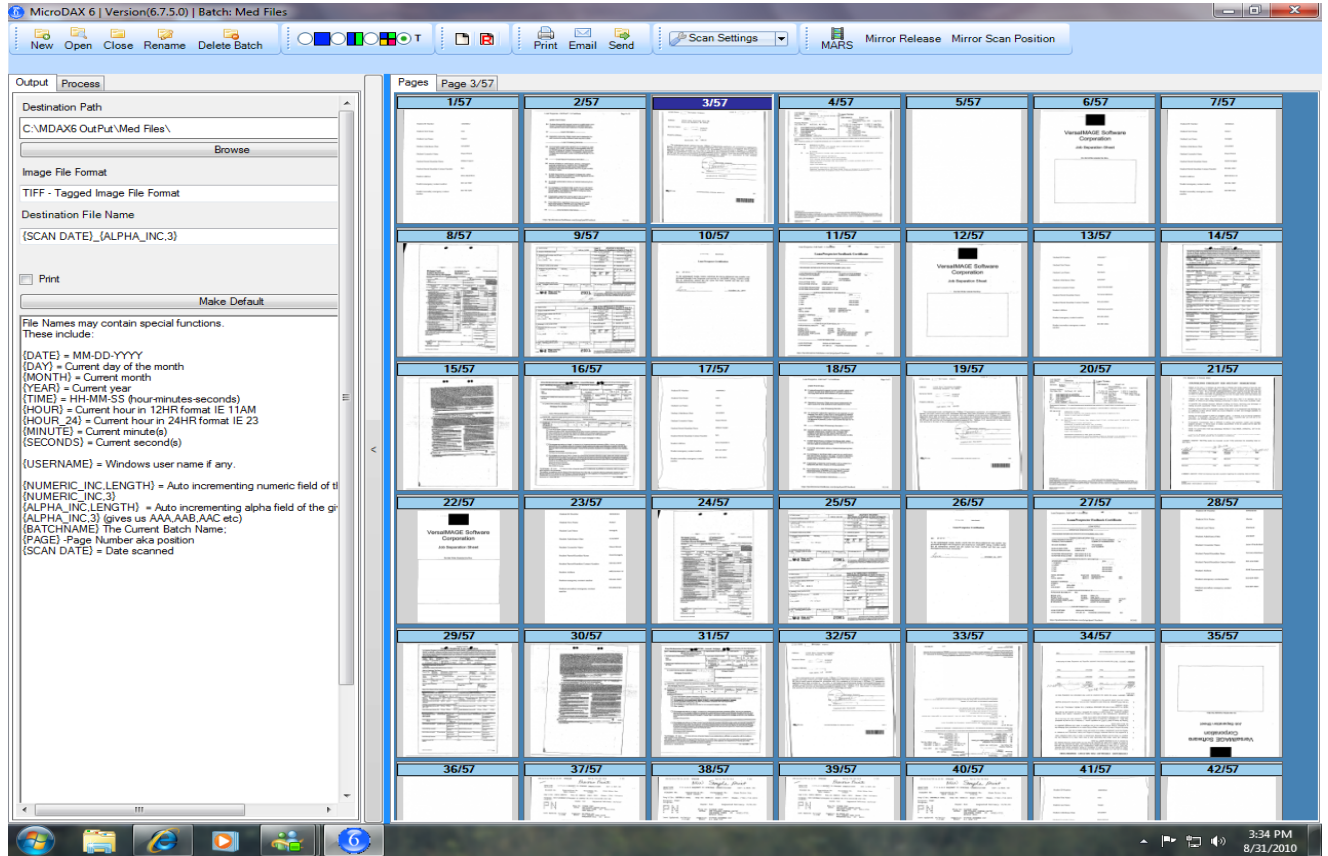


Clicking on Vertical bar increases Thumbnail view area shown below.





Page Tab view active. Shows Page 3 of 57 displayed from Thumbnail images and again in Single Image Display with edit Toolbar above image:



# Single Page View:

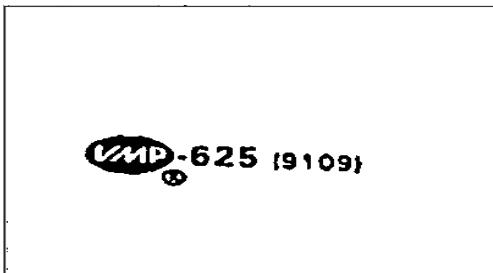
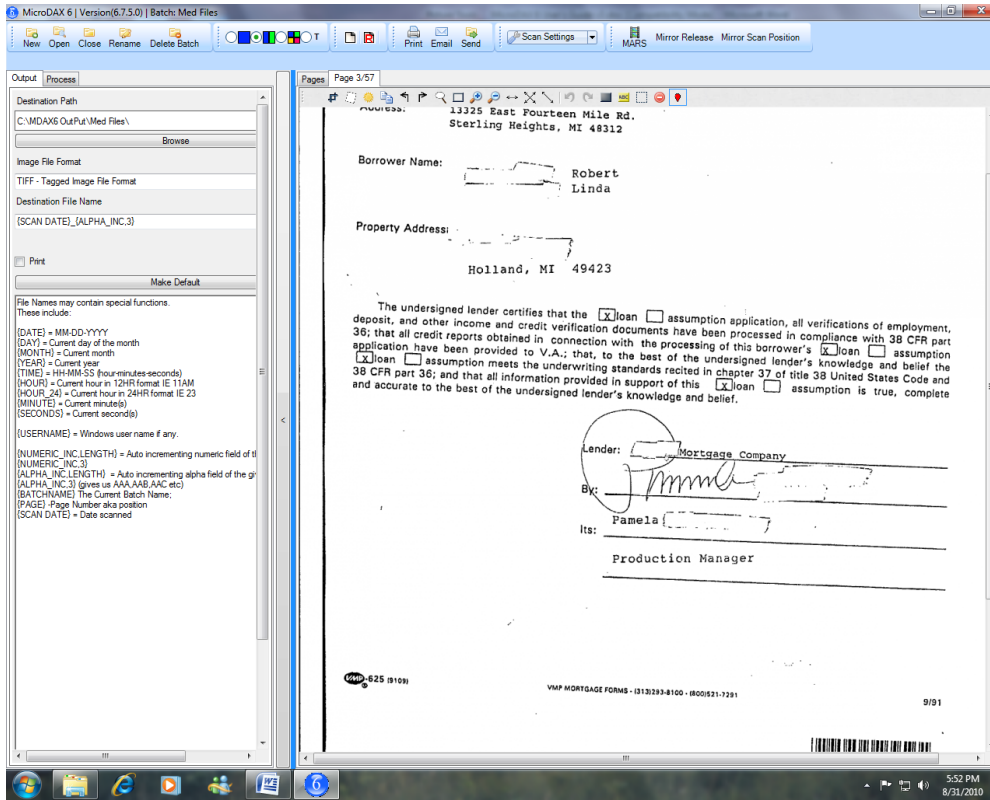
The screenshot displays the MicroDAX 6 software interface. The title bar reads "MicroDAX 6 | Version(6.7.5.0) | Batch: Med Files". The menu bar includes "New", "Open", "Close", "Rename", "Delete Batch", "Print", "Email", "Send", "Scan Settings", "MARS", "Mirror Release", and "Mirror Scan Position".

The interface is divided into three main sections:

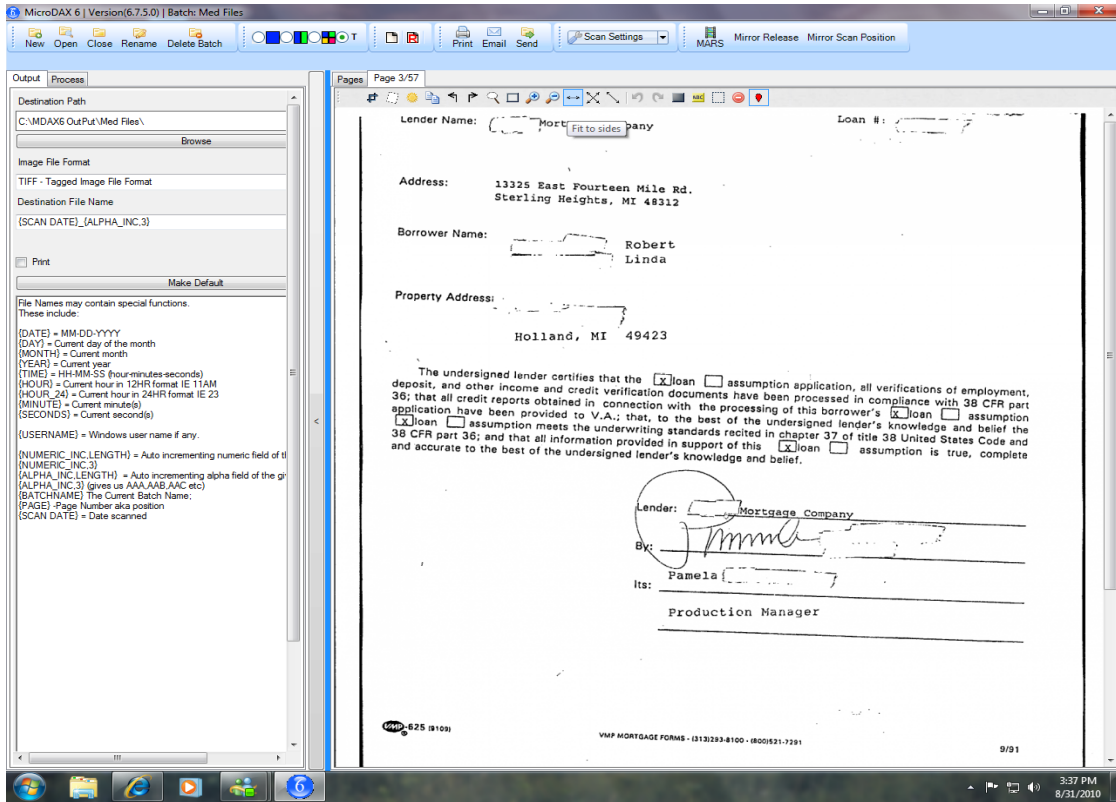
- Output / Process:** Shows the destination path as "C:\MDAX6 OutPut\Med Files\" and the image file format as "TIFF - Tagged Image File Format". It also displays the destination file name as "(SCAN DATE)\_(ALPHA\_INC.3)".
- Pages:** Shows "Page 3/57".
- Document Content:** A scanned document page with the following text:
  - Lender Name: Mortgage Company
  - Address: 1325 East Fourteen Mile Rd. Sterling Heights, MI 48312
  - Borrower Name: Robert Linda
  - Property Address: Holland, MI 49423
  - A paragraph of legal text: "The undersigned lender certifies that the [X]loan [ ] assumption application, all verifications of employment, deposit, and other income and credit verification documents have been processed in compliance with 38 CFR part 38; that all credit reports obtained in connection with the processing of this borrower's [X]loan [ ] assumption application have been provided to V.A.; that, to the best of the undersigned lender's knowledge and belief the [X]loan [ ] assumption meets the underwriting standards recited in chapter 37 of title 38 United States Code and end accurate to the best of the undersigned lender's knowledge and belief."
  - Signature line: "Lender: [Signature] Mortgage Company"
  - Signature line: "By: Pamela [Signature]"
  - Title: "Production Manager"
  - Barcode and numbers: "425 0108", "VAMP MORTGAGE FORM - (313)310-8100 - (800)521-7281", "991"

The Windows taskbar at the bottom shows the system clock as 3:35 PM on 8/31/2010.

Zoom and enlargement options including magnifier glass...

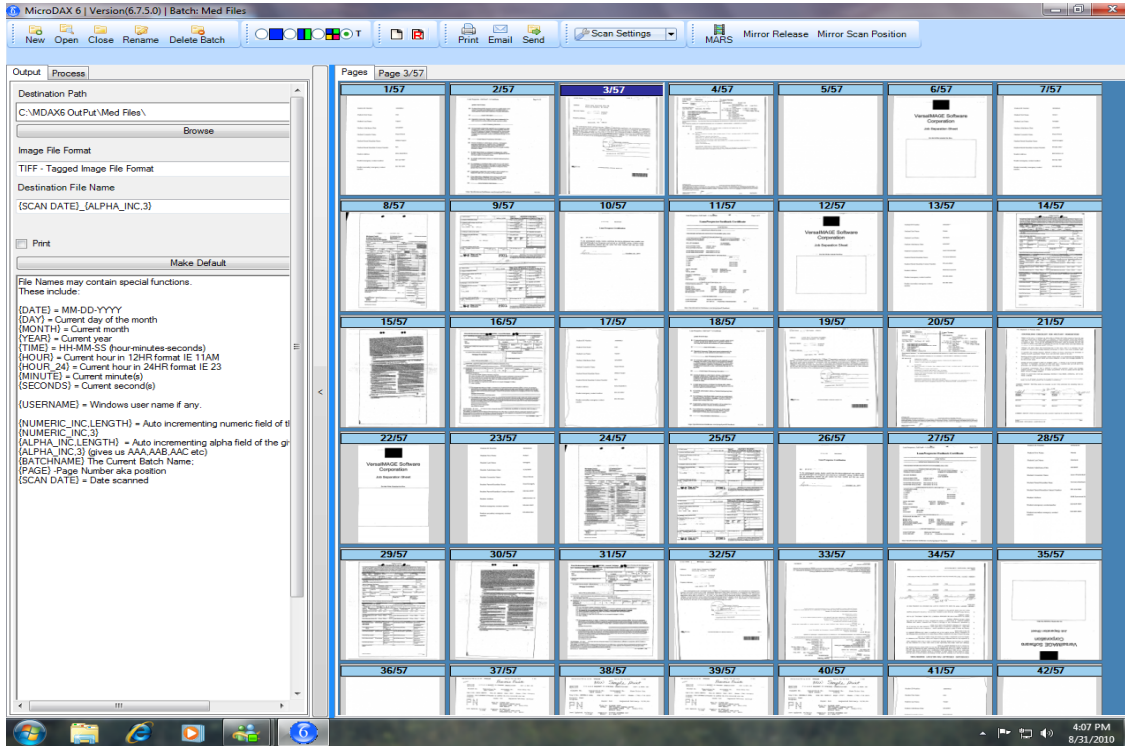


Full Width selection:





Pages Tab selected with thumbnails...



## Configuring MicroDAX 6.0

Configuring MicroDAX 6.0 is relatively simple and involves only a few key steps. This section of the guide will walk you through the typical steps you will take and will also go into detail on the various features and functions available during those steps.

## Starting a New Batch

To begin scanning with MicroDAX 6.0, the first step is to create a new batch or open an existing one. To create a new batch, simply click the **New Batch** button on the Tool bar.

You will see a small window open adjacent to the right of the New Batch icon. Now enter the New Batch Name into the window and click the OK button next to it. The new batch is created with your current default settings.

If you would like to Rename your batch click the Rename Batch button in the toolbar. You can rekey your batch name.

Once a new batch is opened, it's time to begin bringing images into MicroDAX 6.0. To configure the input, processing and output of these images we will work entirely in the batch settings area beginning with the Scanner Settings Drop-Down option.

## The Scan Settings Drop-Down Option

The Scanner Settings Drop-Down option allows you to Select a Scanner from a pull-down list or select Scanner Settings using the Twain Driver Scanner Setup Window. In cases where images need to be scanned from multiple scanners (i.e. roll film, fiche or paper scanners) into the same batch the Select Scanner feature allows changing of available scanners.

## The Processing Tab

Now that we've identified where the images will be coming from and how they will be configured utilizing the TWAIN Driver Setup Window, it's time to select what will be done to those images by MicroDAX 6.0. The Processing Tab is where you tell MicroDAX 6.0 what to do with images after they are brought into the software. Typically these processes will all take place automatically. Future versions will incorporate upgraded processes and you can even request custom process for your own MicroDAX 6.0 software. Contact VersaIMAGE Software Corp. at [sales@versasoftware.com](mailto:sales@versasoftware.com) for details on how to add functionality to your MicroDAX 6.0 software.

### Auto Crop

This setting will cause each image to be cropped automatically to a pre-specified level. (I.e. 15) Moving the number up or down will increase or decrease the "aggressiveness" of the crop feature by eliminating black borders.

### Deskew

This feature automatically deskews all images entering Microdax 6 Software.

## AutoRotate

This feature automatically rotates all images by an operator selectable degree value.

## Make Default

This feature allows you to make the selected settings a default value for all new batches that will be created.

## The PAGE and PAGES Tabs:

On the top left side of the Batch Scanning Window are two Tabs that offer multiple image view “Pages” or single image view “Page”.

### The “Page” Tab:

The Page view features an Edit Toolbar containing the following features from **left to right**:

- **Crop:** Click on the image upper left corner and select the crop area (Click and drag) and release the mouse button when complete.
- **Deskew:** Deskews page image
- **Invert:** Inverts the Black and White relationship (Black becomes white and white becomes black)
- **Copy Region:** Copies a Specific area to the Clip Board
- **Rotate Image Counter Clockwise**
- **Rotate Image Clockwise**
- **Magnifying glass:** Click on icon. Click and hold mouse button while moving magnifier.
- **Zoom increase:** Increases Page size.
- **Zoom decrease:** decreases Page size
- **Fit to Sides**
- **Fit to Page**
- **Full Size**
- **UnDo:** Remembers last 10 moves and will undo them
- **ReDo:** Remembers 10 moves
- **Autohide Toolbar:** Hides Page toolbar. Becomes visible when mouse moves over top page border.

### The “Pages” Tab:

This tab shows multiple images in the **T (Thumbnail)** view with as many images displayed as selected by the user. The numbers of thumbnail images on the screen is adjustable by changing the thumbnail image size as follows:

- **Thumbnail size selection:** With several images up on the screen move the mouse pointer over the bottom horizontal edge of the Batch scan screen area on the desktop. A Status

bar will appear. Click on “**Set Thumbnail Size**” and move the slide switch to the desired thumbnail image size.

- **Thumbnail Sort selection:** Click on **Sort** and then **Position** if Position is active otherwise click on displayed selection which yields the following selectable choices:  
(**Note: Can be selected in ascending or descending sequence!**)
  - **Position:** Sorts images by assigned position or page numbers.
  - **Date Created:** Sorts images by the file create date and time
  - **Date modified:** Sorts images by the file modified date and time
  - **Path:** Sorts images by the file name
  - **Size:** Sorts images by images size i.e. 65KB, 63KB, 55KB, etc.
- **Quick View:** Has the same functionality as Display Settings Radial option on the Tool Bar, allowing the user to select 1UP, 2UP, or 4UP.

## The Output Tab

The Output tab is where you configure MicroDAX 6.0 in order to tell it where images are to be sent and which file format you require for the output files. Once the Send button has been selected, MicroDAX 6.0 will route any scanned images in the active batch to the location selected (i.e. printer, fax, e-mail, file folder).

Note that storing images in a folder means copying them out of the batch storage location and into another permanent folder – you can continue to work with the images once you’ve sent them to a Folder, but remember that now there are two copies of each of the images (one in the batch storage folder and one in the output folder).

## Destination Path

### Send to Folder:

The **Browse** button lets you choose a drive and folder in which to save the images. Either enter the desired path of the location where you would like your images stored or use the **Browse** button to browse your available drives and folders. Once a location has been determined, you must select the Output **Image File Format** via the drop down box for the file format in which you would like those images stored.

**Note:** Use the applicable destination check boxes on the toolbar to send the batch to Printer and e-mail. You may adjust the thumbnail image size in order to fit a smaller or larger number of images on the Batch Scan Window.

### Image File Format:

Select the format the images are to be stored in from the Image File Format pull-down list. If you select TIFF, the images will be stored using the G4 loss-less, compression method. The files are supported in nearly all imaging software packages. Like any other selected file format, these files will be named using the selected batch name and a sequential number if desired.

If you select Multi-page TIFF (MPTIF), all the images will be saved using the same G4 compression but instead of a single file for each image, the entire batch will be stored as one file using the batch name.

Please note that in order to view these images a software package that supports viewing multi-page TIFF files must be used. A good example of such an application is the Imaging for Windows package that comes with nearly all versions of Windows.

PDF file selection will be another very popular output file format. MicroDAX 6 handles PDF files with aid of the Adobe Acrobat viewer.

### **Destination File Name:**

File names may be tailored in multiple ways to provide maximum flexibility to the end user. If you enter the specific command in CAPITAL LETTERS within brackets as shown below the system will substitute the required information from the computer system.

#### Special functions can be used as follows:

{DATE} = MM-DD-YYYY  
{DAY} = Current day of the month  
{MONTH} = Current month  
{YEAR} = Current year  
{TIME} = HH-MM-SS (hour-minutes-seconds)  
{HOUR} = Current hour in 12HR format IE 11AM  
{HOUR\_24} = Current hour in 24HR format IE 23  
{MINUTE} = Current minute(s)  
{SECONDS} = Current second(s)

{USERNAME} = Windows user name if any.

{NUMERIC\_INC,LENGTH} = Auto incrementing numeric field of the given length IE  
{NUMERIC\_INC,3}  
{ALPHA\_INC,LENGTH} = Auto incrementing alpha field of the given length IE  
{ALPHA\_INC,3} (gives us AA,AB,AC etc)  
{BATCH} The Current Batch Name;  
{PAGE} -Page Number aka position  
{SCAN DATE} = Date scanned

**IMPORTANT:** In order to initiate sending the images in the batch to a folder location you must first click the **Send button** in the toolbar.

### **Send to Printer**

If you wish to send all images in the batch to a printer then the Print icon can be activated in the tool bar or the checkbox selection should be used on the Output tab in conjunction with the Send

button. The Send button will then perform the same function that the Print button performs which is to bring up the Print Setup Window. If only certain images (not all) need to be selected for printing use the Windows “Control” or “Shift” key with mouse clicks on the images to select individual images or tag page sequences. From the Print Setup window you will be able to select which installed printer to send images to as well as being able to configure that printer. The images are automatically scaled to fit the paper size.

## Send as Email Attachments

*For e-mailing of images you must have Adobe Acrobat installed on your PC. Images are converted from the MicroDAX 6 image TIF format to the required multi page PDF format. All Adobe reader features are then available to the end user.*

*VersaIMAGE offers the Versa Image Queue (VIQ) product which will allow you to send images to a storage folder as native PDF documents. Please contact VersaImage Software Corporation.*


**IMPORTANT:** In order to initiate the sending of images via Email, you must click the EMAIL button in the toolbar.

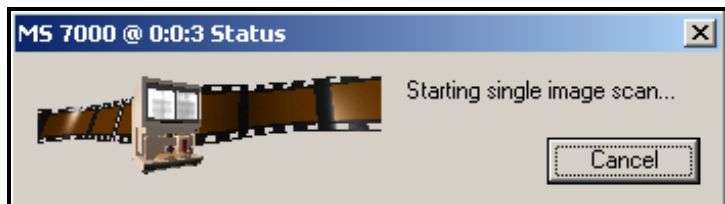
## Scanning Images

Now that you’ve configured MicroDAX 6.0 for the desired Input settings, Output settings and the processes in between, it’s time to actually start scanning. The default scanning method for MicroDAX 6.0 is single scanning. If you have a MARS microfilm controller unit installed, you may take advantage of batch scanning. If no MARS unit is installed, the Batch scanning button will be disabled.

**NOTE:** Please note that in MicroDAX 6.0 the mirror stays in the Scan position for the duration of the batch scan allowing increased scanning speeds.

## Single Scans

To initiate a single scan simply click the Scan button on the toolbar  or Press the F-5 key on the keyboard. You will notice a scan progress window opens while the scan is taking place.



You can cancel the scan at this time by clicking the Cancel button in this window.

Once the scan is completed it will be displayed in Thumbnail form in the

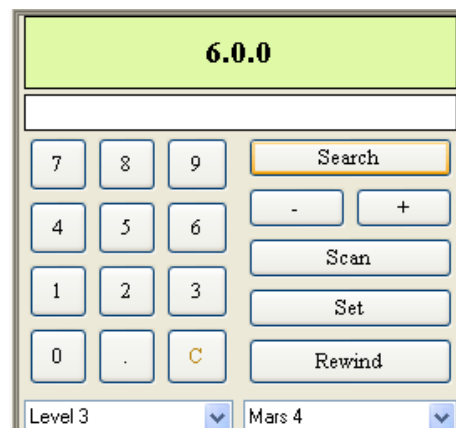
Batch Scan Window area. You can continue to bring additional images into the preview area by clicking the Single Scan button or pressing F5.

## Automated Batch Scans Using MARS

If you are using the optional Minolta MARS controller with your blipped film then you can have MicroDAX 6.0 automatically scan a number of images.

To scan more than one image using the MARS controller, you have to enter a range of images to be scanned in the input box of the MARS controller Window. For single level film simple enter the starting and ending frames with a minus sign in between. For example to scan images 5 through 10 use the notation “5-10”.

If using dual or three level film, use the same methodology but remember to use the period to separate books, chapters and pages. For example to scan the third through fifth image in the third chapter enter the following, “3.3-3.5”. Other acceptable characters for batch scan notation are “/”, “\”, “|”, “,” and “:”. For example a three-level batch scan could look like this, “2.3.50/3.4.20”



Once the range has been entered in the MARS control window **click the scan button to initiate the scan process.**

## Rescanning an Image

On occasion you may wish to discard an image and have that image rescanned. To do so, find the image **you** wish to re-scan, right click on it, and choose the “**R**” icon. The image currently displayed on the scanner will be scanned and will replace the selected image. If a MARS controller is used the film will move automatically to the correct Blip film address before the image is rescanned. To allow rescanning of images without MARS controller film movement simply turn the MARS controller icon off by clicking on it in the tool bar. *Remember to reactivate the controller after the rescan!*

## Send to Feature

Select or highlight a given image in the Thumbnail Display. Right mouse click on the image and select **Send to Position** then select the Page number that you want this image to become from the pull-down menu. The image will be moved into the new position and.

## Refreshing Images:

Right mouse click on the image and select the Refresh command.

## Working with Images

As images are brought into the staging area, you have various options for viewing and modifying displayed images.

## Thumbnail Views

Thumbnails can be displayed 1, 2, 4, or “T” many “Thumbnail” images. Of course the larger the number of thumbnails displayed, the smaller each image will be. In order to change the number of images displayed, simply click the appropriate button on the Tool bar. If there are more images in your batch than can be viewed on the screen at your desired thumbnail image size you can scroll through the batch using the scroll bar to the right of the Single Image Display. (This scroll bar is hidden and can be activated by moving the mouse pointer over the right side of the screen) Please note the image number under each window is only used for identifying images in the batch and are not necessarily the numbers assigned to images sent to output. Note that the image number will often be out of sequence on the desktop especially if the **Thumbnail SORT** command has been used. The images will be resorted into the appropriate image number sequence after the SEND command has been given.

## Selecting an Image

Often you will need to select an image prior to working with it. In order to select a given image, simply **left click** the image **once**. This will change your view to single page display mode. If you then right click on the image you will return to Thumbnail view and the background of the selected image will become highlighted. The default highlight color is dark blue but will vary depending on your Windows viewing configuration.

## Deleting Images

To utilize the Delete function, simply **right-click** the image **once** and then select the Delete command from the right click pop-up menu. Once an image is discarded it is erased from the batch storage area and is not retrievable.

## Viewing Images

After the images have been scanned, left-clicking on any thumbnail will open the Single Image Display with an edit toolbar on top of the image.

The Single Image Display will appear when you click on any thumbnail in the Thumbnail Display. The Single Image Display will load the entire selected image and allow you to examine portions of the image or the entire image using the Single Image Display’s magnifier and zoom controls on the toolbar.

## Copying Images to the Windows Clipboard

Aside from saving an image to file, there is another way to share an image (or section of an image) from MicroDAX 6.0 with another application on your PC. To copy an image (or a rubber banded section of an image) to your Windows clipboard, simply click the copy button on the toolbar while the image is in an active Single Image Display. You can also click the copy button while a thumbnail is selected in the Thumbnail Display. This will cause the selected image to be copied.



## Redaction Erase Part of an Image

To “Erase” a section of the image simply select the block icon from the redaction bar and draw a rectangular section around the area you wish to block out. The selected image area will appear **BLACK or White** depending on the background color.

## Highlight

Highlight allows you to highlight a section of the image in highlighter yellow. To do this simply draw a rectangle around the area like you would to Erase after selection the Highlight option from the redaction bar.

## Color Redaction

Color Redaction serves the same purpose as Erase but it allows you to select your color of the rectangle.

## Clear Annotations

The Clear Annotations button  clears all annotations.

## Appendix A: End User License Agreement

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## Appendix B: Supported Image Sizes by Scanner

<b>MODEL</b>	<b>DPI</b>	<b>PAPER SIZES AVAILABLE</b>
MS 6000 MS 6000 MKII	200, 300, 400, 600 and 800	8.5x11, 8.5x11L, 7.25x10.5, 7.25x10.5L, 5.5x8.5, 5.5x8.5L, 210x297, 210x297L, 182x257, 182x257L, 148x210, 148x210L, 125x176, 125x176L, 105x148, 105x148L, 162x229, 162x229L, 114x162, 114x162L
MS 7000 MS 7000 MKII	200, 300, 400, 600 and 800*	8.5x11, 8.5x11L, 7.25x10.5, 7.25x10.5L, 8.5x14, 8.5x14L, 11x17L, 5.5x8.5, 5.5x8.5L, 210x297, 210x297L, 182x257, 182x257L, 148x210, 148x210L, 125x176, 125x176L, 105x148, 105x148L, 162x229, 162x229L, 114x162, 114x162L, 257x364L, 297x420L, 229x324L Dual Mode & Stack Modes(L/R Letter, R/L Letter, L/R Actual and R/L Actual): 8.5x11, 7.25x10.5, 5.5x8.5, 5.5x8.5L, 210x297, 182x257, 148x210, 148x210L, 125x176, 125x176L, 105x148, 105x148L, 162x229, 114x162, 114x162L
PS 7000	200, 300, 400, 600(only if width is less than 297 mm)	Spread - A2L, B3L, A3L, A3P, B4L, B4P A4L, A4P, B5L, B5P, A5L, A5P, 17x23.38L, 14x22L, 14x17L, 14x17P, 11x17L, 11x17P, 11x14L, 11x14P, 8.5x14L, 8.5x14P, 8.5x11L, 8.5x11P, 5.5x8.5L, 5.5x8.5P Dual - A3P, B4P, A4L, A4P, B5L, B5P, A5L, A5P, B6P, A6P, 11x17P, 11x14P, 8.5x14P, 8.5x11L, 8.5x11P, 5.5x8.5L, 5.5x8.5P

- The MS 7000 will also support 800 DPI scanning but in order to select 800 DPI the defined scan area must have a height of no greater than 8 ½”. Thus a letter landscape, legal landscape or check-sized scan area will accept an 800 DPI setting while a letter portrait or ledger-sized scan area will not be accepted and automatically be switched to a lower DPI setting.