



ScrewDrivers Essentials

User Guide

Version 7.1

Release Info

This version of the *ScrewDrivers Essentials User Guide* is applicable for all software versions of ScrewDrivers 7.1 and is current until replaced.

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Customer Support

Customer support is available to organizations that purchase ScrewDrivers Essentials and that have an annual support agreement. Contact Tricerat at:

Tricerat, Inc.
11500 Cronridge Drive
Suite 100
Owing Mills, MD 21117
800-582-5167
410-715-3926
support@tricerat.com
www.tricerat.com

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Preface

Welcome to the *ScrewDrivers Essentials User Guide*. The purpose of the *ScrewDrivers Essentials User Guide* is to answer your questions and guide you through the procedures necessary to use ScrewDrivers Endpoint and ScrewDrivers Scanning efficiently and effectively.

Conventions used in the manual

The *ScrewDrivers Essentials User Guide* uses the following conventions:

- Information that can vary in a command—variable information—is indicated by alphanumeric characters enclosed in angle brackets; for example, <Server>. Do not type the angle brackets when you specify the variable information.
- A new term, or term that must be emphasized for clarity of procedures, is *italicized*.
- Page numbering is “online friendly.” Pages are numbered from 1 to x, *starting with the cover*, and ending on the last page of the guide.



Although numbering begins on the cover page, this number is not visible on the cover page or front matter pages. Page numbers are visible beginning with the first page of the Table of Contents.

- This manual is intended for both print and online viewing.
 - If information appears in [blue](#), it is a hyperlink. Table of Contents entries are also hyperlinks. Click the hyperlink to advance to the referenced information.

Organization of the manual

In addition to this Preface, the *ScrewDrivers Essentials User Guide* contains the following chapters:

- [Chapter 1, “The ScrewDrivers Endpoint Client Application,” on page 9](#) details the functions that are available in the ScrewDrivers Endpoint Client app.
- [Chapter 2, “The ScrewDrivers Scanning Client Application,” on page 21](#) details the functions that are available in the ScrewDrivers Scanning Client app.
- [Chapter 3, “Using the ScrewDrivers Scanning Client,” on page 33](#) guides you through the procedures for using the ScrewDrivers Scanning client to acquire scans.

Preface

Chapter 1

The ScrewDrivers Endpoint Client Application

The ScrewDrivers Endpoint client does not require you to configure your printers for a remote session. As long as the ScrewDrivers Endpoint client is installed on the connecting workstations and the ScrewDrivers Session Agent is installed on the remote machine, then your printers are built. You access the settings for the ScrewDrivers Endpoint client through the ScrewDrivers Endpoint Client application (app). The app contains the settings for the defining and configuring of the client printers that are to be made available to the remote machine. This chapter details the functions that are available to you in the ScrewDrivers Endpoint Client app.



The ScrewDrivers Session Agent dictates the client settings. A client setting is applicable only if the ScrewDrivers Session Agent allows (Force or Suggest) it.

This chapter covers the following topics:

- [“Introduction” on page 11.](#)
- [“Printers Tab” on page 13.](#)
- [“General Settings Tab” on page 16.](#)
- [“Logging Tab” on page 18.](#)
- [“About Tab” on page 19.](#)

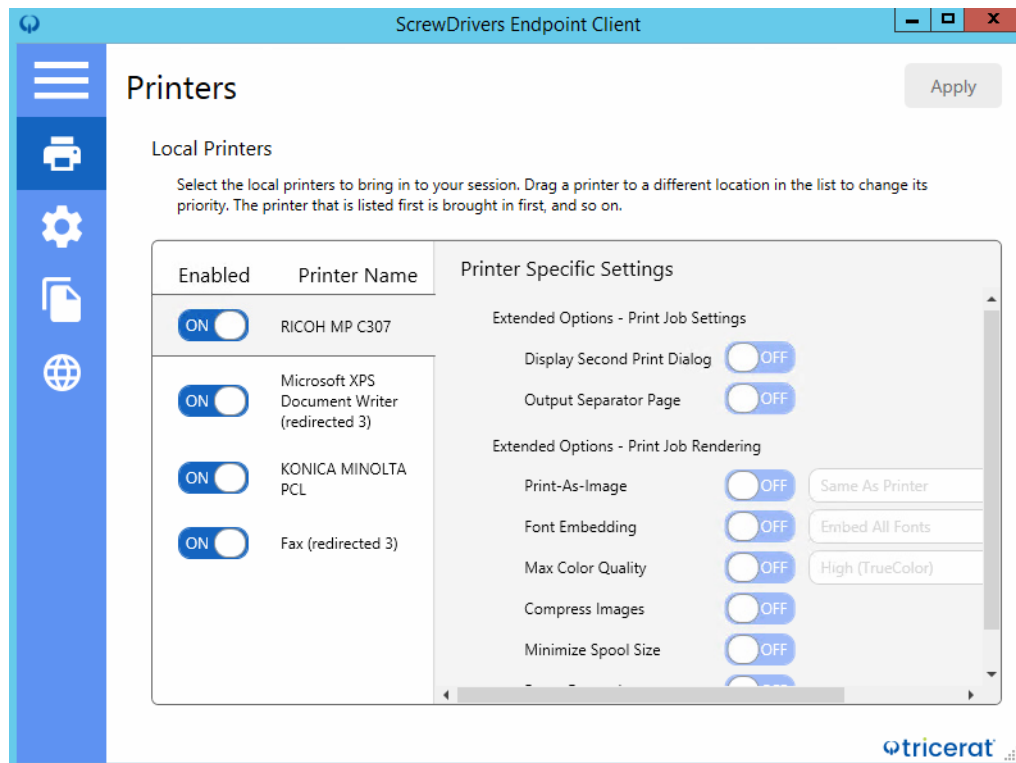
Chapter 1
The ScrewDrivers Endpoint Client Application

Introduction

The ScrewDrivers Endpoint client is installed on every client workstation that your users are using to log into the remote machine. You access the settings ScrewDrivers Endpoint client through the ScrewDrivers Endpoint Client app. The app contains the settings for the defining and configuring of the client printers that are to be made available to the remote machine. To open the ScrewDrivers Endpoint Client app, do the following:





Open the Start menu, and then under Programs, click ScrewDrivers Endpoint Client.

Figure 1-1: ScrewDrivers Endpoint Client app



Chapter 1
The ScrewDrivers Endpoint Client Application

The ScrewDrivers Endpoint Client app has four tabs for managing your client functions. Each tab is represented by an icon on a Tab bar that is displayed on the left side of the main window. Click an icon to view the corresponding tab.

Tab	Description
<p>Tip: When the ScrewDrivers Endpoint Client app first opens, the Tab bar is collapsed. You can hold your cursor over an icon on the Tab bar to display a tooltip that shows the name of the corresponding tab, or you can click the Hamburger icon to expand the Tab bar and view the complete name of each tab.</p>	
	<p>Printers tab - Contains options for the configuration of the printers in your users' environments. See "Printers Tab" on page 13.</p>
	<p>General Settings tab - Contains options for configuring your users' remote sessions and options for specifying the printer data cache method. See "General Settings Tab" on page 16.</p>
	<p>Logging tab - Provides options for diagnostic logging from the ScrewDrivers Endpoint Client. See "Logging Tab" on page 18.</p>
	<p>About tab - Provides information about the ScrewDrivers Endpoint client. See "About Tab" on page 19.</p>

With the exception of the About tab, all the tabs have the following features in common:

- After you make a change to any value on any tab, you must click Apply (displayed in the top right corner of the app) to save the change. All current values on all tabs are saved when you click Apply. You cannot save changes on a per tab basis.

Figure 1-2: Apply button



- After you have made and applied all the needed changes for your ScrewDrivers Endpoint client, click Close (x) in the upper right corner of the app to close and exit out of the app.

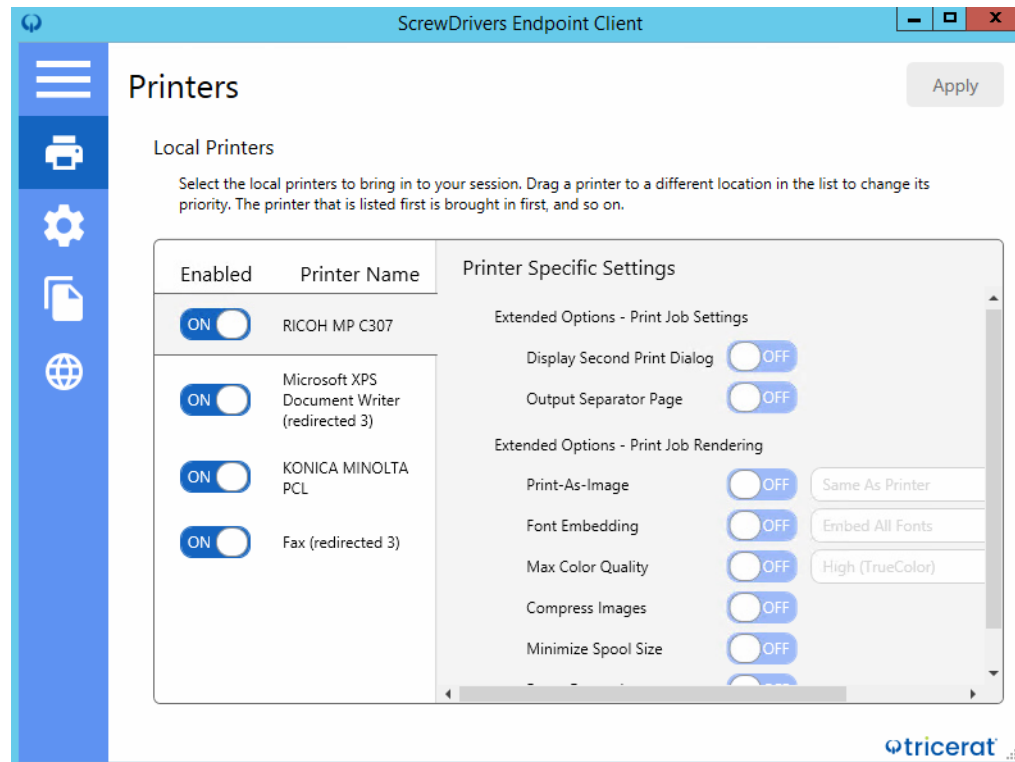


If you make any changes to the client settings on a tab, and do not immediately apply these changes, then you are prompted to do so before opening another tab or exiting the app.

Printers Tab

When the ScrewDrivers Endpoint Client app first opens, the Printers tab is the open tab. The tab contains options for the configuration of the client printers in your users' environments.

Figure 1-3: ScrewDrivers Endpoint Client app, Printers tab



The Printers tab displays a list of all the printers (locally attached and network) that are available for the client workstation and turned on on the remote machine. The list is arranged in order of decreasing printer priority, where priority limits the number of printers that are built on the server during a session*. To change the priority of a printer, click and drag the printer to a different location in the list. You can also turn on and turn off the availability of a printer, regardless of its priority. If a printer is turned on, then after a user logs into a remote session, the Session Agent makes the printer available to the user during the session.



**Your ScrewDrivers administrator sets printer priority. If an expected printer is not built for a session, including your default printer, contact your system administrator for assistance.*

Chapter 1
The ScrewDrivers Endpoint Client Application

You can apply printer-specific settings to each printer on the Printers tab. To apply any of the following printer-specific settings to a printer, select the printer, and then enable or disable the settings as appropriate.

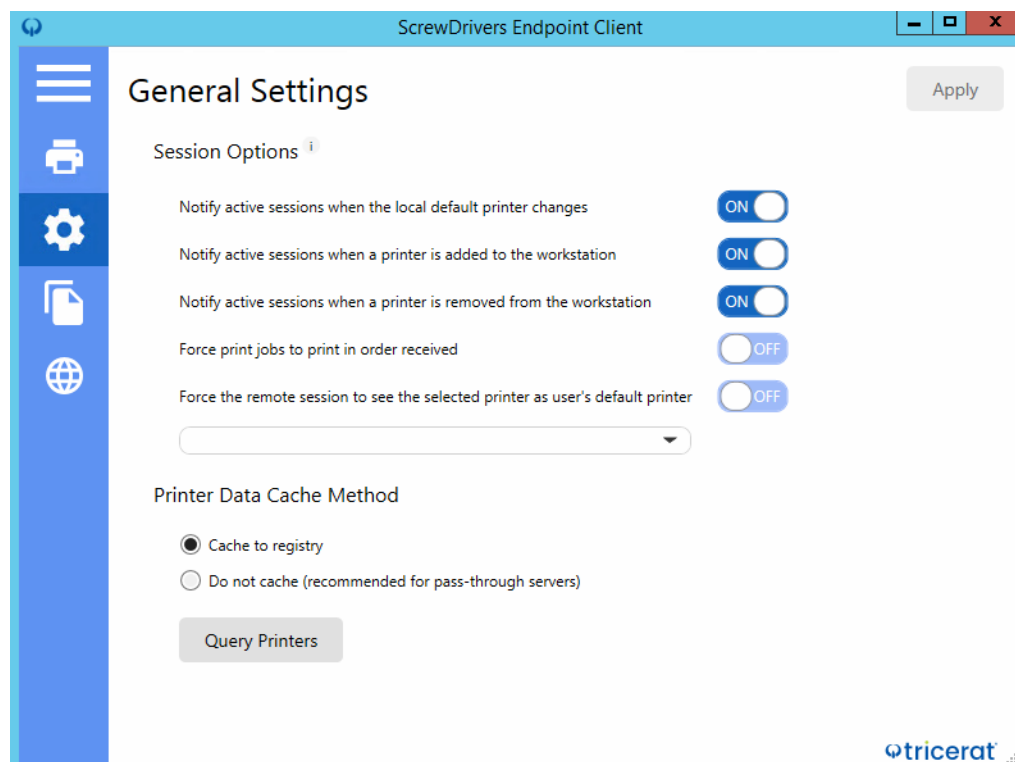
Option	Description
Extended Options - Print Job Settings	
Display Second Print Dialog	The second print dialog box is the Client Print Spooler dialog box, and by default, this dialog box is not displayed. If turned on, then this dialog box is displayed when a print job begins to spool on the client, and your users can carry out advanced printing functions such as stapling, booklet printing, hole punching, and so on.
Output Separator Page	If turned on, then an additional page that contains information about the print job, such as the name of the user who submitted the job, is printed.
Extend Options - Print Job Rendering: Enable these options to implement workarounds when your users encounter printing issues related to font, scaling, and/or graphics.	
Print-As-Image	<p>If turned on, then ScrewDrivers Endpoint converts each page of the print job to a BMP.</p> <p>Note: Although enabling this option can resolve output issues such as font issues, uncompressed printing can also use a significant amount of bandwidth.</p> <p>Caution: Do not automatically choose the default DPI as the DPI for a job. Because each doubling of DPI results in four times the amount of data that is sent, select the lowest possible DPI that results in acceptable output. Typically, 300DPI is sufficient.</p>
Font Embedding	<p>If turned on, ScrewDrivers Endpoint embeds a temporary copy of the font or font data in the print jobs.</p> <ul style="list-style-type: none"> • Embed All Fonts - The default setting. If turned on, and the fonts that are used in the print job are not available on the client, then ScrewDrivers Endpoint sends a temporary copy of each font to the client with the print job. After the print job is complete, then ScrewDrivers Endpoint removes the temporary copies from the client. • Pre-Render Embedded - If turned on, and the fonts that are used in the print job are not available on the client, then ScrewDrivers Endpoint sends these fonts as images to the client, and then integrates the corresponding text back into the job file. • Pre-Render All - If turned on, then ScrewDrivers Endpoint sends <i>all</i> fonts as images to the client (it does not matter whether the font is available on the client or not), and then integrates the corresponding text back into the job file. <p>Note: Typically, you select Pre-Render All only when Tricerat support directs you to do so. This option is useful for situations in which the client's fonts are unreliable or incomplete, or there are font mismatches between the ScrewDrivers Session Agent and client.</p>

Option	Description
Max Color Quality	<p>If turned on, then, by default, ScrewDrivers Endpoint renders images in High (TrueColor), which is 24-bit. You can select a different default value:</p> <ul style="list-style-type: none"> • Medium (HighColor), which is 16-bit • Low, which is 8-bit. • Monochrome, which is 1-bit. (True black and white). <p>Note: If you lower the color quality, then the document spool size is reduced; however, the quality of the output is affected. The difference between 24-bit and 16-bit is negligible, but the difference becomes more pronounced as you continue to lower the color quality.</p>
Compress Images	<p>If turned on, then a lossy compression algorithm is carried out for images in the document for additional reduction in spool size, but at the expense of image quality.</p>
Minimize spool	<p>Turned on by default. Breaks large images up into multiple smaller images, which allows data to be streamed to the printer faster and also allows the printer to discard the “data chunks” as they are rendered, resulting in less memory in use at any given time.</p>
Force Grayscale	<p>If turned on, then all images in the document are converted to grayscale, which is 8-bit gray and reduces file size.</p>

General Settings Tab

The General Settings tab on the ScrewDrivers Endpoint Client app contains options for configuring your users' remote sessions and options for specifying the printer data cache method.

Figure 1-4: ScrewDrivers Endpoint Client app, General Settings tab



Option	Description
Session Options - Use only if Terminal Server allows.	
Notify active sessions when the local default printer changes	If turned on, then a notification is sent to the remote machine anytime any information about the default printer changes during a remote session, including if another printer is set as the default printer on the client workstation.
Notify active sessions when a printer is added to the workstation	If turned on, then a notification is sent to the remote machine when any new printer is added to the client workstation during a remote session.
Notify active sessions when a printer is removed from the workstation	If turned on, then a notification is sent to the remote machine when any printer is removed from the client workstation during a remote session.
Force print jobs to print in order received	If turned on, then the local print spool is forced to process print jobs in the order in which they were received, instead of printing the spooled documents first.

Option	Description
Force the remote session to see the selected printer as user's default printer	If turned on, then a dropdown list opens that displays all the available printers for the client workstation. Select the appropriate printer on this list that is to be the default printer during the remote session instead of the printer that is set as the default printer on the client workstation.
Printer Data Cache Method	
Cache to registry	If selected, then the printer data is stored in the client workstation registry, and is sent to the remote machine after a user logs into the workstation.
Do not cache (recommended for double hop servers)	Selected by default. Printer data is not cached. Instead, ScrewDrivers Endpoint queries the printers at log in. Note: If this option is selected, then slower printer creation is the result; however, this option is recommended for double hop servers (the client and Session Agent are installed on the same machine) such as when you create a remote session from the double hop server to another server.
Query Printers	Click to query all enabled printers and save to the registry.

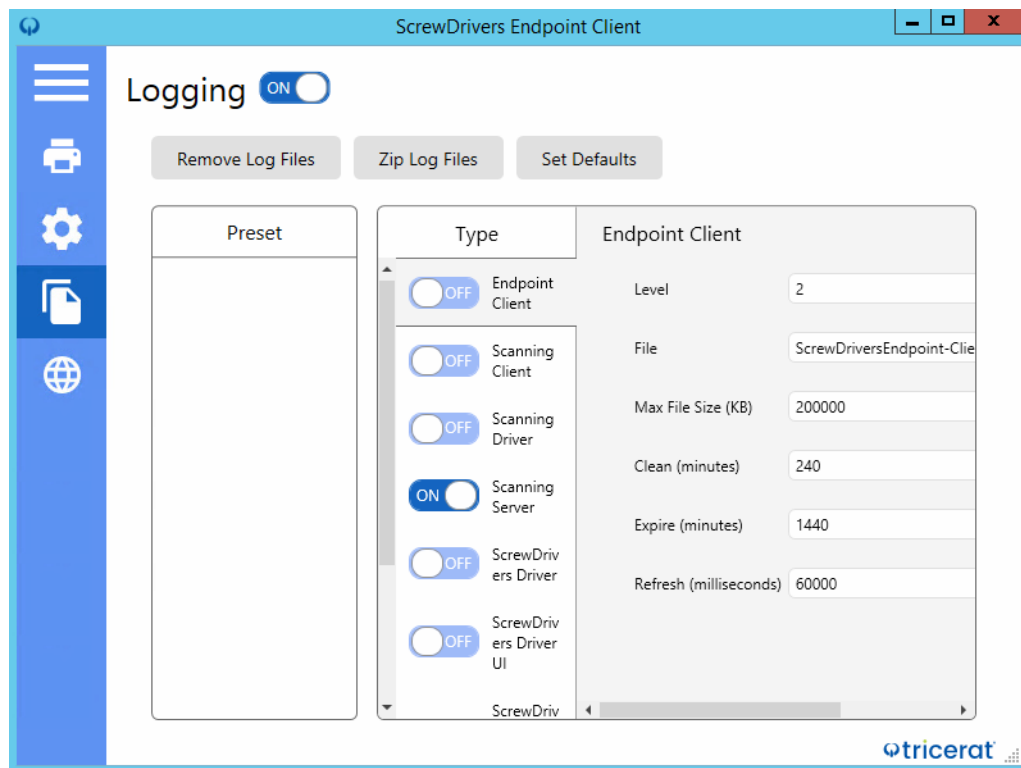
Logging Tab

The Logging tab on the ScrewDrivers Endpoint Client app provides options for diagnostic logging from a ScrewDrivers Endpoint client workstation. This logging information is used for debugging or problem tracking purposes.



Because Tricerat support primarily uses this information, you should not change any of the default values or use any of the commands on this tab unless Tricerat Support instructs you to do so.

Figure 1-5: ScrewDrivers Endpoint Client app, Logging tab



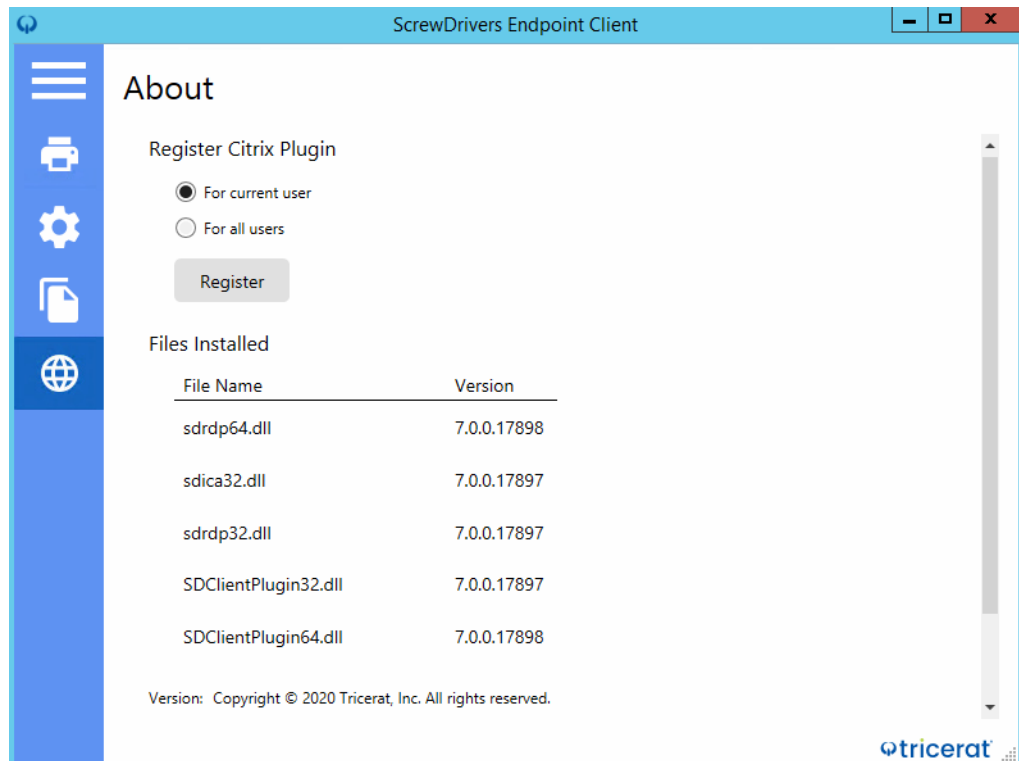
About Tab

The About tab on the ScrewDrivers Endpoint Client app contains an option for registering Tricerat's Citrix plugin, either for the currently logged in user, or for all users.* The tab also displays all the dlls, alphabetically by name, that were installed for the ScrewDrivers Endpoint client. The version number for each dll is also displayed. Hold your mouse pointer over the name of a dll to open a tooltip that displays the full path to the installation directory for the dll. The tab also displays a Help link for documentation and support.



**If you must re-register the Citrix plugin, then generally, the "For all users" option is the better selection as the typical end user does not have the correct permissions to execute this action.*

Figure 1-6: ScrewDrivers Endpoint Client app, About tab



Chapter 1
The ScrewDrivers Endpoint Client Application

Chapter 2

The ScrewDrivers Scanning Client Application

The ScrewDrivers Scanning client does not require you to configure your scanners for a remote session. As long as the ScrewDrivers Scanning client is installed on your connecting workstation and the ScrewDrivers Session Agent is installed on the remote machine, then your scanners are built. You access the ScrewDrivers Scanning client through the ScrewDrivers Scanning application (app). The app contains the settings for the defining and configuring of the client scanners that are to be made available to the remote machine. The client supports both major scanning protocols, TWAIN and WIA, as well as a proprietary protocol, RPOS, that Tricerat has developed. This chapter details the configuration settings and functions that are available to you in the ScrewDrivers Scanning Client app.

This chapter covers the following topics:

- [“Introduction” on page 23.](#)
- [“Scanning Settings Tab” on page 25.](#)
- [“Scanners Tab” on page 27.](#)
- [“Camera Tab” on page 29.](#)
- [“Logging Tab” on page 30.](#)
- [“About Tab” on page 31.](#)

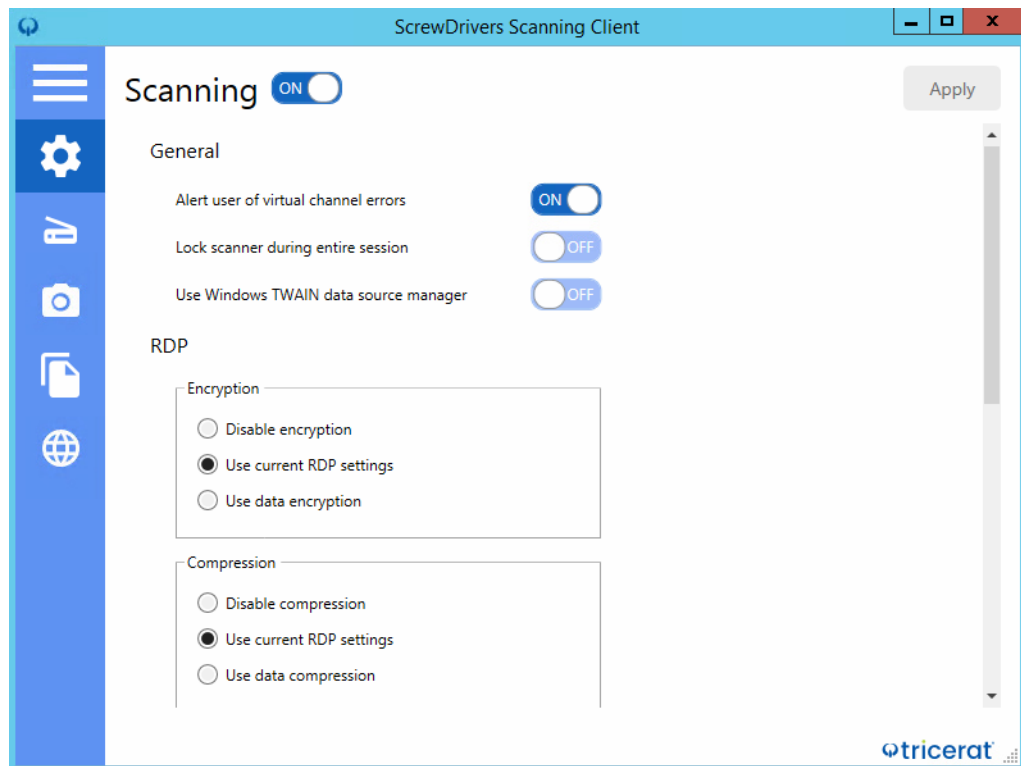
Chapter 2
The ScrewDrivers Scanning Client Application

Introduction

The ScrewDrivers Scanning client is installed on every client workstation that your users are using to log into the Session Agent. You access the settings for the ScrewDrivers Scanning client through the ScrewDrivers Scanning application (app). The app contains the settings for the defining and configuring of the client scanners that are to be made available to the remote machine. To open the ScrewDrivers Scanning Client app, do the following:






Open the Start menu, and then under Programs, click ScrewDrivers Scanning Client.

Figure 2-1: ScrewDrivers Scanning Client app



Chapter 2 The ScrewDrivers Scanning Client Application

The ScrewDrivers Scanning Client app has five tabs for managing your client functions. Each tab is represented by an icon on a Tab bar that is displayed on the left side of the main window. Click an icon to view the corresponding tab.

Tab	Description
<p>Tip: When the ScrewDrivers Scanning Client app first opens, the Tab bar is collapsed. You can hold your cursor over an icon on the Tab bar to display a tooltip that shows the name of the corresponding tab, or you can click the Hamburger icon to expand the Tab bar and view the complete name of each tab.</p>	
	<p>Scanning Settings tab - Contains options for specifying the settings for a user's remote scanning session. See "Scanning Settings Tab" on page 25.</p>
	<p>Scanners tab - Displays all the scanner drivers, by name, that were detected on the client or client's network. See "Scanners Tab" on page 27.</p>
	<p>Camera tab - Contains the options for configuring the settings for a digital camera that a ScrewDrivers Scanning client is using. See "Camera Tab" on page 29.</p>
	<p>Logging tab - Provides options for diagnostic logging from the ScrewDrivers Scanning client. See "Logging Tab" on page 30.</p>
	<p>About tab - Provides information about the ScrewDrivers Scanning client. See "About Tab" on page 31.</p>

With the exception of the About tab, all the tabs have the following features in common:

- After you make a change to any value on any tab, you must click Apply (displayed in the top right corner of the app) to save the change. All current values on all tabs are saved when you click Apply. You cannot save changes on a per tab basis.

Figure 2-2: Apply button



- After you have made and applied all the needed changes for your ScrewDrivers Scanning client, click Close (x) in the upper right corner of the app to close and exit out of the app.



If you make any changes to the client settings on a tab, and do not immediately apply these changes, then you are prompted to do so before opening another tab or exiting the app.

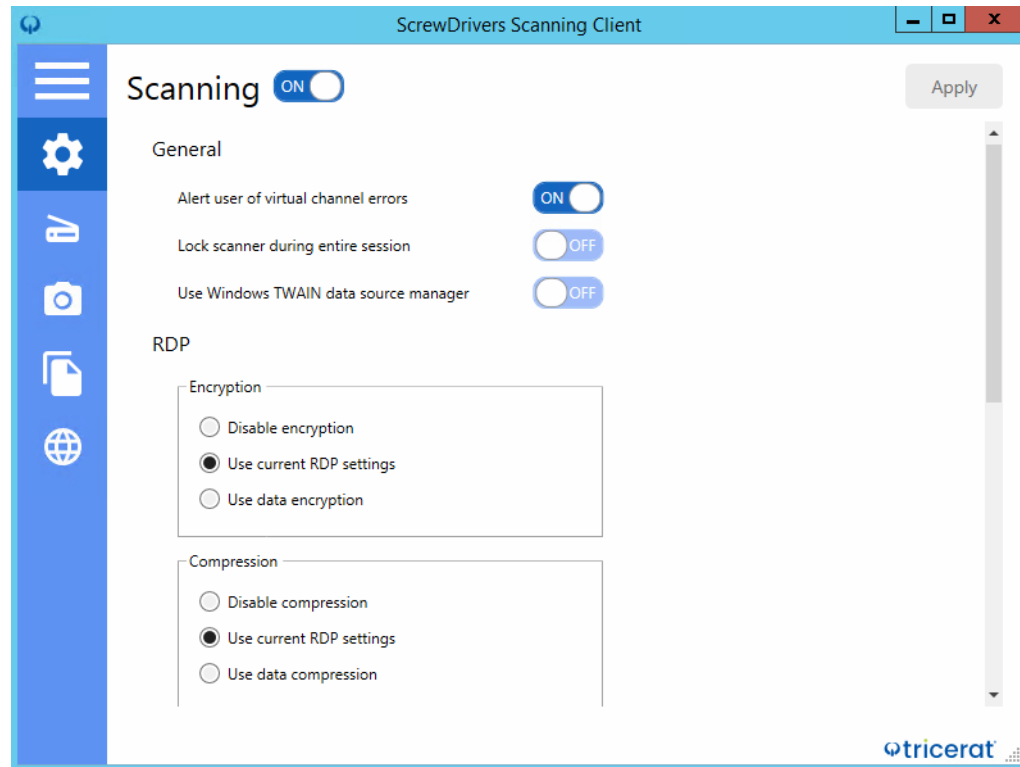
Scanning Settings Tab

When the ScrewDrivers Scanning Client app first opens, the Scanning Settings tab is the open tab. The tab contains options for configuring a user’s remote scanning session.



Contact your ScrewDrivers Administrator for assistance with these settings.

Figure 2-3: ScrewDrivers Scanning Client app, Scanning tab



Option	Description
Scanning	By default, Scanning is turned on for a client. If you turn off Scanning, then all users are prevented from scanning on the client.
General	
Alert user of virtual channel errors	Turned on by default. Leave this option selected to display a notification to the user anytime an error in communication between the ScrewDrivers remote machine and client occurs.
Lock scanner during entire session	Typically, a scanner driver is locked before a scan and unlocked after a scan. Select this option to keep the scanner driver locked for the entire user session. Note: This option is useful for some network scanner drivers.
Use TWAIN data source manager (DSM)	Enable only if Tricerat support directs you to do so.

Chapter 2
The ScrewDrivers Scanning Client Application

Option	Description
RDP	
Encryption - You can select only one option at a time.	
<ul style="list-style-type: none"> • Disable encryption 	<ul style="list-style-type: none"> • Forces the disabling of RDP encryption.
<ul style="list-style-type: none"> • Use current RDP settings 	<ul style="list-style-type: none"> • Turned on by default. Use the RDP encryption settings as specified by the ScrewDrivers Administrator.
<ul style="list-style-type: none"> • Use data encryption 	<ul style="list-style-type: none"> • Forces the enabling of RDP encryption.
Compression - You can select only one option at a time.	
<ul style="list-style-type: none"> • Disable compression 	<ul style="list-style-type: none"> • Forces the disabling of RDP compression..
<ul style="list-style-type: none"> • Use current RDP settings 	<ul style="list-style-type: none"> • Turned on by default. Use the RDP compression settings as specified by the ScrewDrivers Administrator.
<ul style="list-style-type: none"> • Use data compression 	<ul style="list-style-type: none"> • Forces the enabling of RDP compression.
Duplex	
Detect and skip blank second page	Turned on by default. During a duplex scan, use the current threshold setting to detect blank second pages. Blank second pages are not sent to the remote machine.
Threshold	Adjust the Threshold setting to set the percentage of white or black pixels that determine if a page is blank or not.
Margins	Specify the margin size for the paper. You can do one of the following: <ul style="list-style-type: none"> • Select from a pre-defined list (Narrow, Normal, or Wide). • Set a margin other than a pre-defined value. To do so, select Other, and then enter the margin values. Any data that falls outside the specified margins is not evaluated.

Scanners Tab

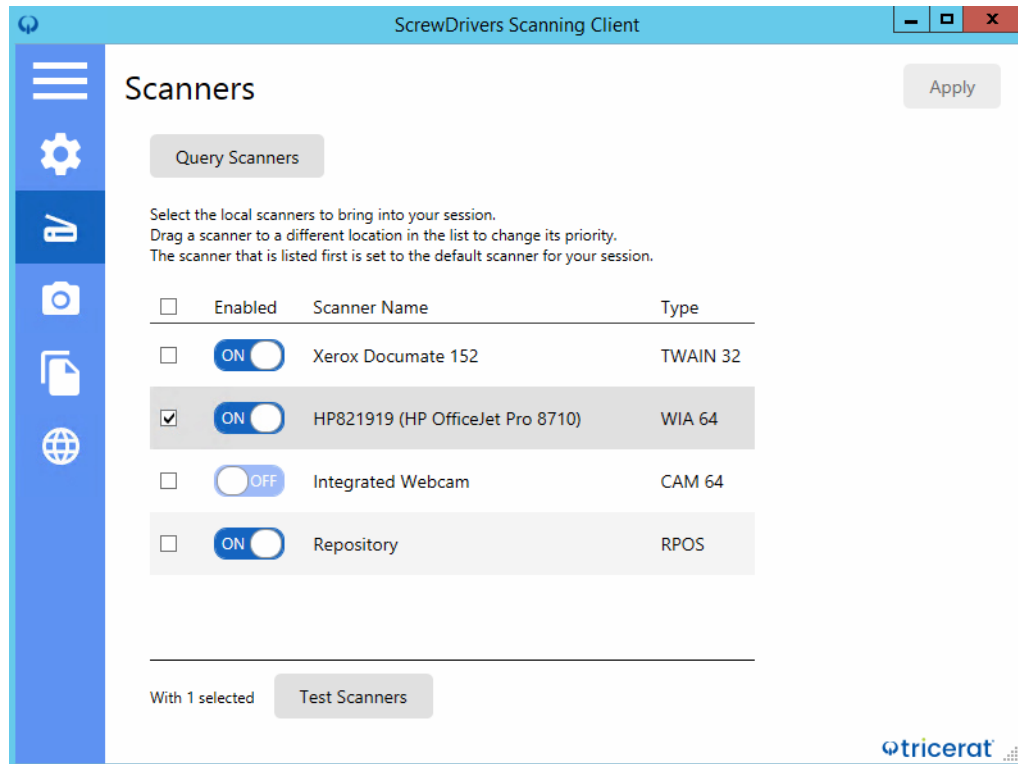
The Scanners tab on the ScrewDrivers Scanning Client app displays all the scanner drivers, by name, that were detected on your client or client's network that can be brought into your session. The Type column for each scanner indicates the protocol, TWAIN, WIA, or CAM that the scanner uses. RPOS, which stands for Repository, is always displayed on the tab, and it is a proprietary protocol developed by Tricerat. If this protocol is selected, then you can "scan" an image that is currently stored elsewhere; for example, on an external and connected USB drive, the C: drive of the client, or a digital camera's storage location when the digital camera is connected to the ScrewDrivers Scanning client by USB and using a file browser to select the image and digitally transfer it.



Currently, the RPOS protocol supports only bitmap (.bmp) images.

The list of available scanners is displayed in decreasing priority of scanners. The first scanner that is displayed in the list of available scanners is *always* set to the default scanner for your session.

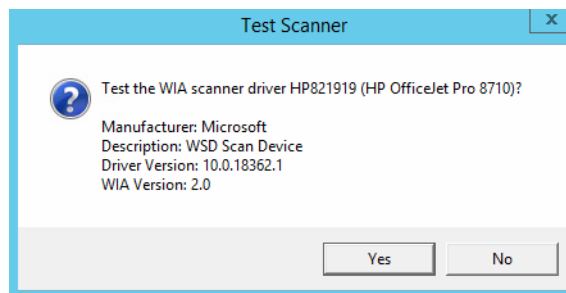
Figure 2-4: ScrewDrivers Scanning Client app, Scanners tab



You can do any or all of the following for the list of available scanners:

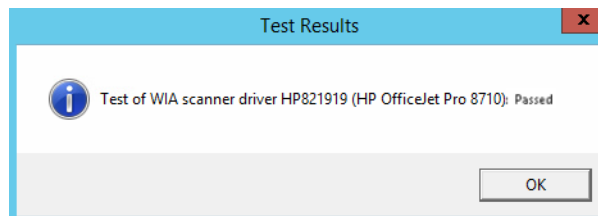
- Change the order of scanners that are displayed in the list of available scanners. Select a scanner, and then drag the scanner to a new location in the list. If you drag a scanner to the first position in the list of scanners, then the scanner is automatically set as the default scanner for your session.
- View information about a scanner. Select a scanner, and then click Test Scanners to open a Test Scanner dialog box. The dialog box displays name of the scanner's manufacturer, the scanner's product name and product family, its current version, and the scanning protocol that it uses. The dialog box also prompts you about testing the scanner.

Figure 2-5: Test Scanner dialog box



- To test a scanner before opening a scanner session, open a Test Scanner dialog box (see [Figure 2-5](#) above), and then click Yes. The results of the test are displayed in a Test Results dialog box.

Figure 2-6: Test Results dialog box

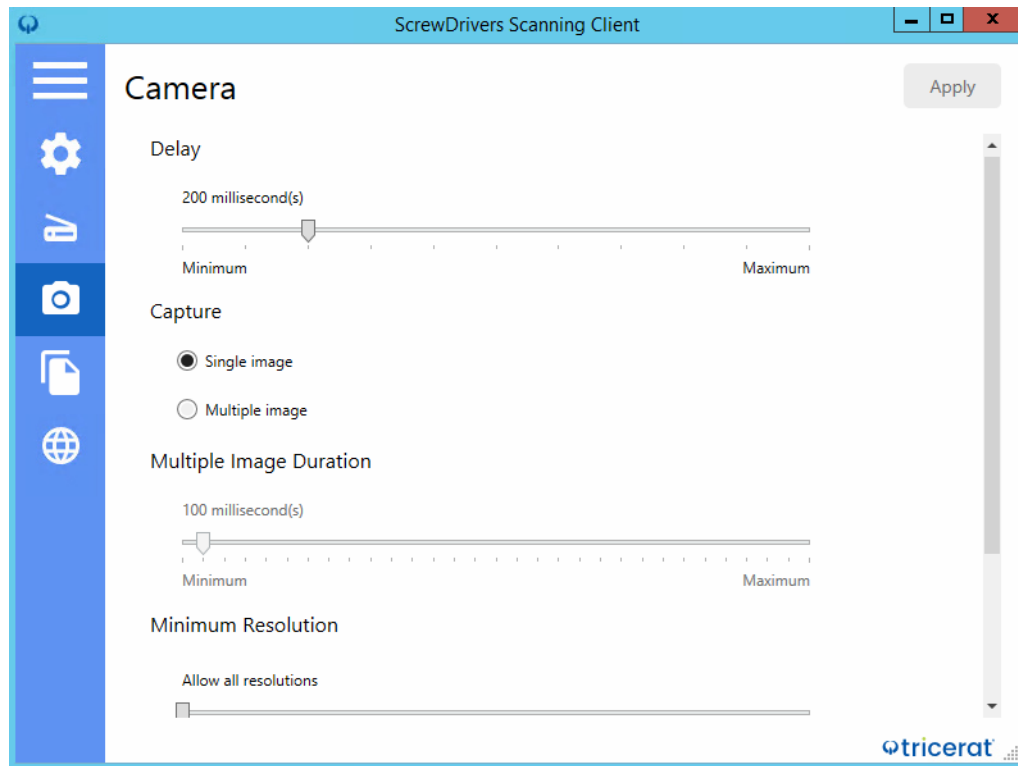


- To update the information about the scanners that are installed on your client, click Query Scanners. Note that after you query your installed scanners, the order of the scanners that are displayed in the list of available scanners might change. Also, if any scanner driver fails this simple query, then after the query is complete, the scanner is turned off.

Camera Tab

In addition to traditional scanners, ScrewDrivers Scanning client supports digital camera output. For example, the camera can be connected via USB to a client on which the ScrewDrivers Scanning client is installed, or the camera can be an integrated webcam, as is common on many laptops. The Camera tab on the ScrewDrivers Scanning Client app contains the options for configuring the settings for a digital camera that is being used with the ScrewDrivers Scanning client.

Figure 2-7: ScrewDrivers Scanning Client app, Camera tab



Option	Description
Delay	The time to delay before capturing a picture with the camera.
Capture	You can select only one option. <ul style="list-style-type: none"> • Single image • Multiple images
Duration	Turned on only for multiple images. The duration for capturing multiple images, which are collated from a video.
Min Resolution	The minimum resolution required for pictures. You can adjust the value on the slider bar to allow for all camera resolutions all the way to the highest resolution for the camera.
Use a custom minimum resolution	Turn on this option, and then enter the appropriate DPIs (height and width) for the minimum resolution.

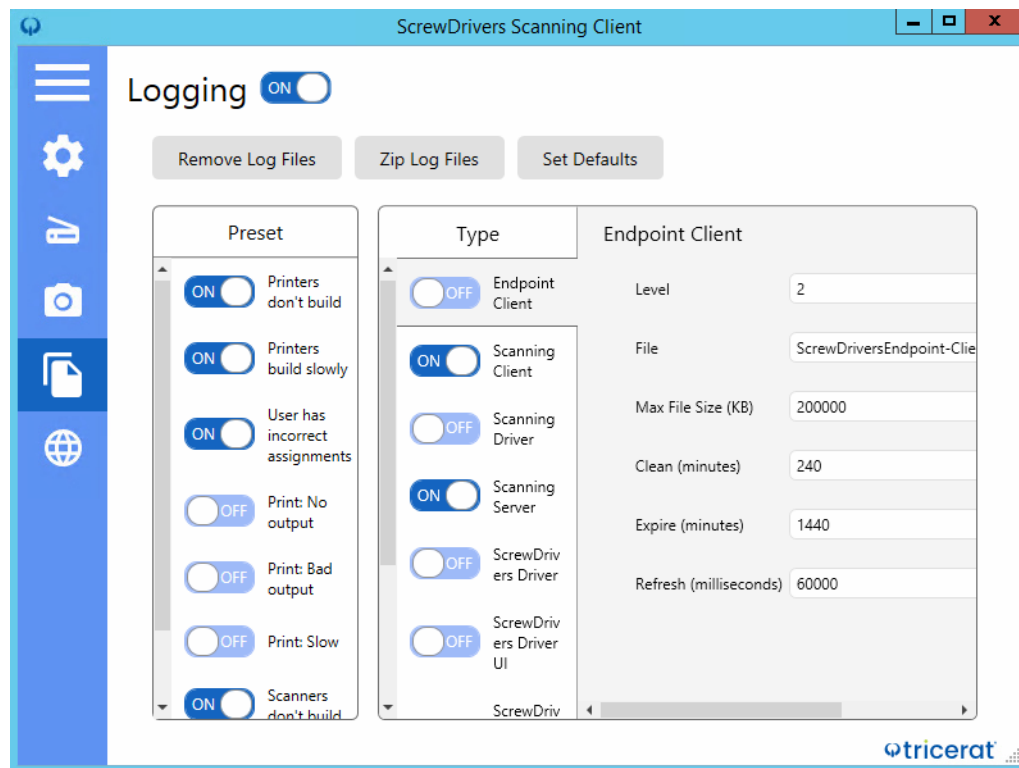
Logging Tab

The Logging tab on the ScrewDrivers Scanning Client app provides options for diagnostic logging from the ScrewDrivers Scanning client. This logging information is used for debugging or problem tracking purposes.



Because Tricerat support primarily uses this information, you should not change any of the default values or use any of the commands on this tab unless Tricerat Support instructs you to do so.

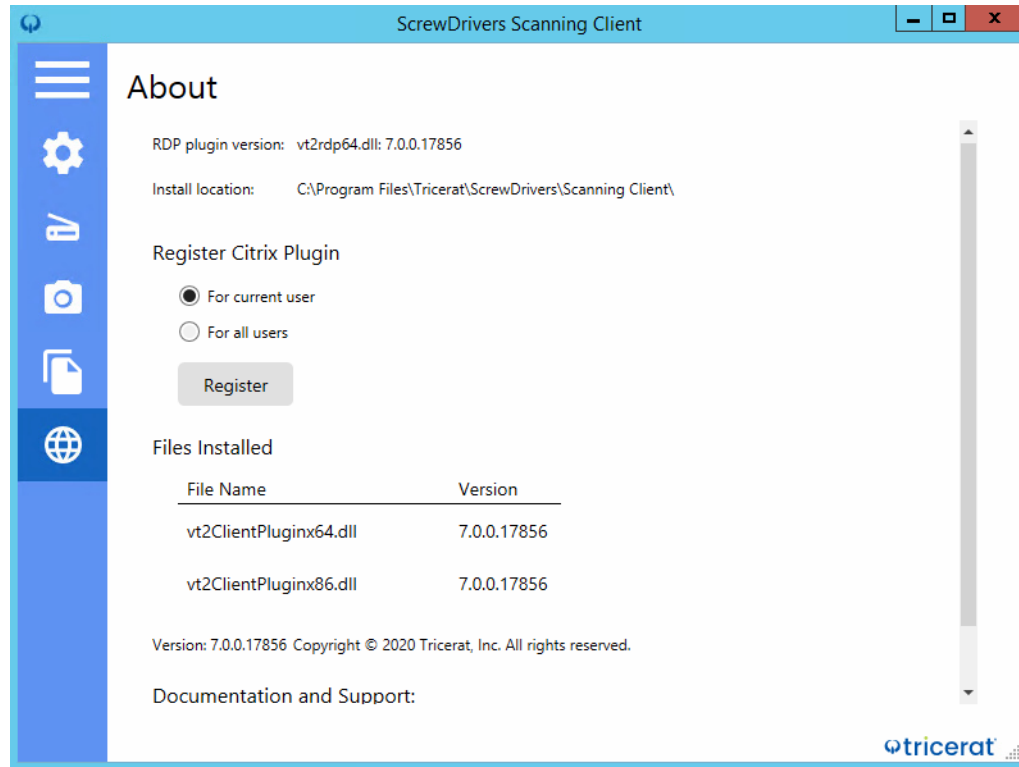
Figure 2-8: ScrewDrivers Scanning Client app, Logging tab



About Tab

The About tab on the ScrewDrivers Scanning Client app displays critical information about the ScrewDrivers Scanning client software. The tab also displays a Help link for documentation and support.

Figure 2-9: ScrewDrivers Scanning Client app, About tab



Option	Description
RDP Plugin Version	The version of the RDP plugin dll that the ScrewDrivers Scanning client software uses.
Install location	The detected installation location for the ScrewDrivers Scanning client.
Register Citrix Plugin	If you update the Citrix app after installing ScrewDrivers Scanning, then you might need to register the Tricerat plug-in again. You can register the plug-in for the current user or for all users. Tip: If you must re-register the Citrix plugin, then generally, the “For all users” option is the better selection as the typical end user does not have the correct permissions to execute this action.
Files Installed	A list of all the plugins (name and version) that the ScrewDrivers Session Agent automatically downloaded to the client for the purpose of upgrading the client and keeping the versions on the remote machine and the client in sync.

Chapter 2
The ScrewDrivers Scanning Client Application

Option	Description
Version	The major version for the ScrewDrivers Scanning client software.
Note: The RDP Plugin Version and the ScrewDrivers Scanning version should be identical. If they are not, then contact support@Tricerat .	

Chapter 3

Using the ScrewDrivers Scanning Client

ScrewDrivers Scanning is a remote desktop scanning management solution that uses a universal “virtual” scanner driver that queries local scanners for their capabilities, such as resolution and supported paper sizes, and then forwards these scanner properties to be virtualized on a remote server or virtual desktop. ScrewDrivers Scanning compresses data to decrease network bandwidth consumption and achieve the scanning. By creating a single point with the virtual scanner driver, ScrewDrivers Scanning provides you full access to problem-free, remote desktop scanning across your environment. This chapter guides you through the procedures for using the ScrewDrivers Scanning client.

This chapter covers the following topics:

- [“Using ScrewDrivers Scanning” on page 34.](#)

Using ScrewDrivers Scanning

How you interact with the Simplify Scanning client and the specific steps that you must carry out are dependent on the selected scanning application, referred to as the *calling application*. Therefore, the following is a high-level procedure that provides the fundamentals for how you [use](#) ScrewDrivers Scanning to carry out a scan job. If you have questions about a specific step, or need assistance with your specific calling application, contact your ScrewDrivers Scanning system administrator.

To use ScrewDrivers Scanning

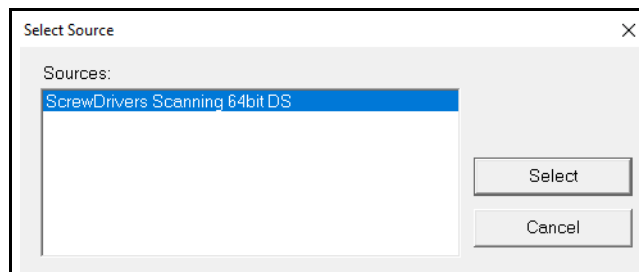
1. On the ScrewDrivers Scanning client computer, use a pre-established protocol such as Microsoft RDP to log on to the server where ScrewDrivers Scanning is installed.
2. Open the server Start menu and select the appropriate scanning program.

Depending on the selected program, the ScrewDrivers Scanning data source might be automatically selected, or you might have to select the ScrewDrivers Scanning data source manually.



Because ScrewDrivers Scanning virtualizes all the scanner drivers that it has detected on your client computer and provides them as a single point of contact, the Sources list does not list all your individual scanner drivers. Instead, it displays only the ScrewDrivers Scanning single point of contact.

Figure 3-1: Select Source dialog box



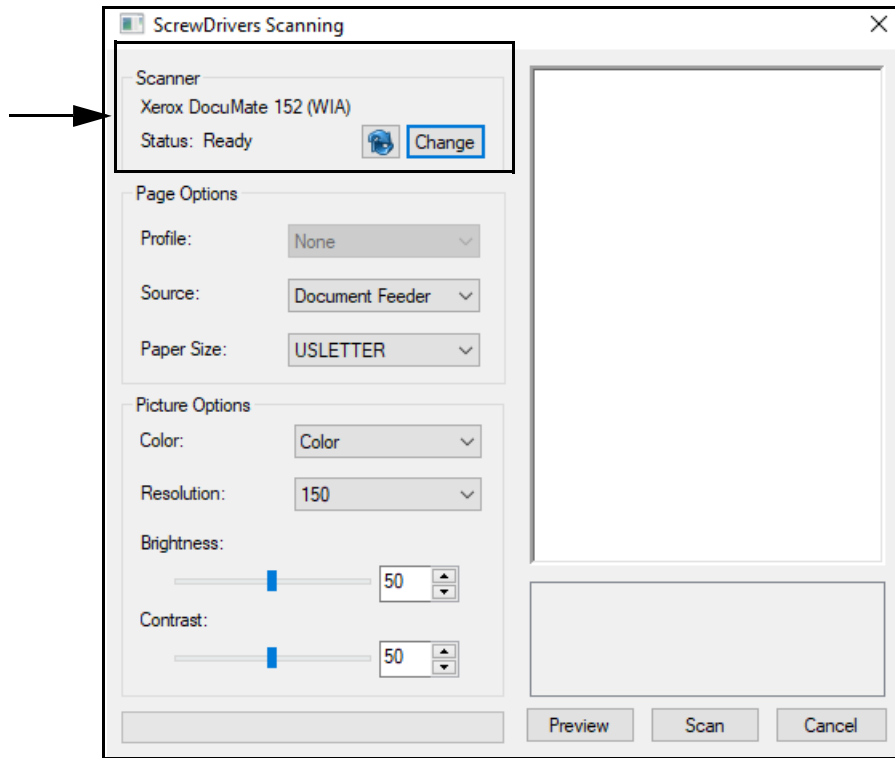
3. Acquire your image.

The ScrewDrivers Scanning dialog box opens. The Scanner (top left) pane displays the scanner driver that is listed first in the list of available scanners for your client. Unless you select another scanner, by default, this is the scanner to which your scanning jobs are sent. See [Figure 3-2 on page 35](#).



Remember, you can rearrange the order of the scanners, or you can turn on or turn off the availability of a scanner on the Scanners tab of the ScrewDrivers Scanning Client app. See [“Scanners Tab” on page 27](#).

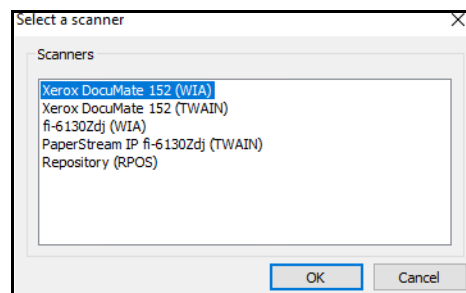
Figure 3-2: ScrewDrivers Scanning dialog box



To initialize a client scanner, click the Refresh icon in the Scanner pane. For example, you forgot to turn on a scanner and it is listed in an Offline status. After you turn the scanner on, click Refresh to initialize the scanner.

4. Optionally, to select a different scanner, in the Scanner pane, click Change and in the Select Scanner dialog box that opens, select a different scanner, and then click OK.

Figure 3-3: Select Scanner dialog box



The Select Scanner dialog box closes. The ScrewDrivers Scanning dialog box remains open.

5. Do one of the following:
 - If your ScrewDrivers Scanning administrator has not set up any scanning profiles for your client, then a single profile named Default is displayed in the Profiles list.
 - If your ScrewDrivers Scanning administrator has set up scanning profiles for your client, then all these profiles are displayed, by name, in the Profiles list, and you can select the profile that is appropriate for your scan job.
6. Specify the scan job options. When specifying the job options for a selected profile, note the following:
 - The available values for a scan job option such as Duplex for Source depend upon the capabilities of the selected scanner. Not all values are available for all scan job options.
 - The selected profile determines which scan job options are available for editing and which are set to specific values. For example, your ScrewDrivers Scanning administrator might have set up a Default profile, which makes all the scan job options available for editing and another profile such as Welcome Letter that sets the Source to Duplex and the Paper Size to USLetter, and you cannot change these values.



If the correct profile is not available, contact your ScrewDrivers Scanning administrator.

7. To send the scan job immediately to the calling application, click Scan; otherwise, to preview the scan job results and, if necessary, make adjustments before you send the job to the calling application, click Preview.

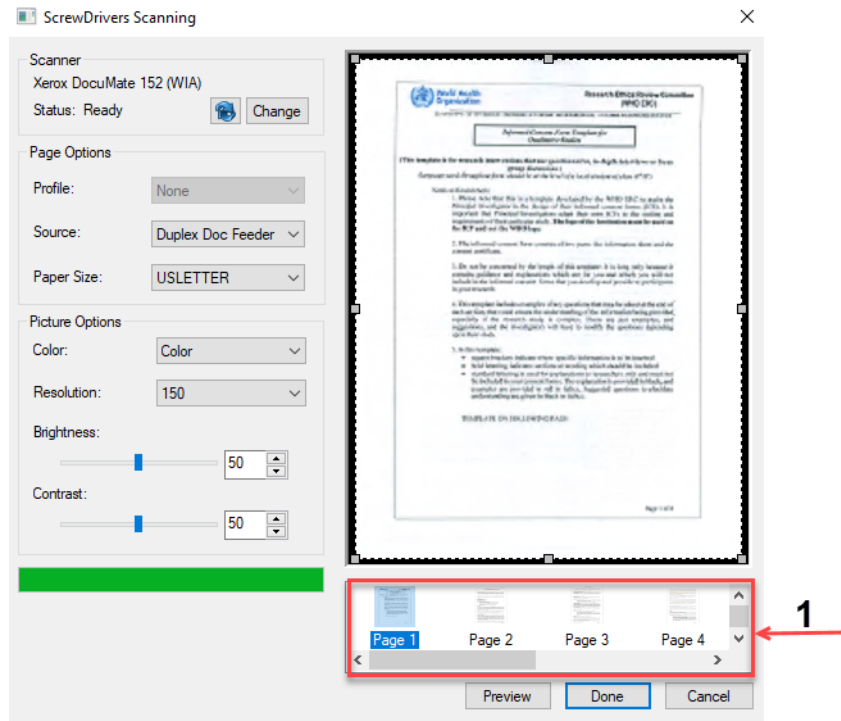
A preview of the completed scan job is displayed in the Preview (right) pane of the ScrewDrivers Scanning dialog box. If the scan job is a multi-page or duplex job, then, by default, the first page of the job is displayed with crop marks in the pane, and (1) thumbnails of the other pages are displayed below the Preview pane. You can click a thumbnail to open a preview of the scanned page in the Preview pane. See [Figure 3-4 on page 37](#).



You can also double-click an image thumbnail to enable it for editing.

- If you are satisfied with the preview of the scan job, then click Done to send the scan job to the calling application,
- If you must edit the scan job results before sending the scan job to the calling application, then continue to [Step 8](#).

Figure 3-4: ScrewDrivers Scanning dialog box, standard scan job display in Preview pane



8. To edit the scan job results, do any or all of the following as appropriate.
 - To resize the image/rest the portion of the page that is to be scanned, in the Preview pane, click and drag the appropriate crop marks.
 - To adjust the brightness or contrast of a page, right-click the image, and on the context menu that opens, click Edit, and then in the left pane of the dialog box, use the slider bars to adjust the brightness and/or contrast, or manually enter the values.
 - To rotate a selected page by a user-specified value, right-click the image, and on the context menu that opens, click Edit, and then in the left pane of the dialog box, in the Rotation Angle field, enter the rotation value. A positive value rotates the page to the right, and a negative value rotates the page to left.
 - To rotate a selected page by a set amount (90° left or right or 180°), right-click the image, and on the context menu that opens, click Edit, and then at the bottom of the Simplify Scanning dialog box, click the appropriate Rotate Page icon.

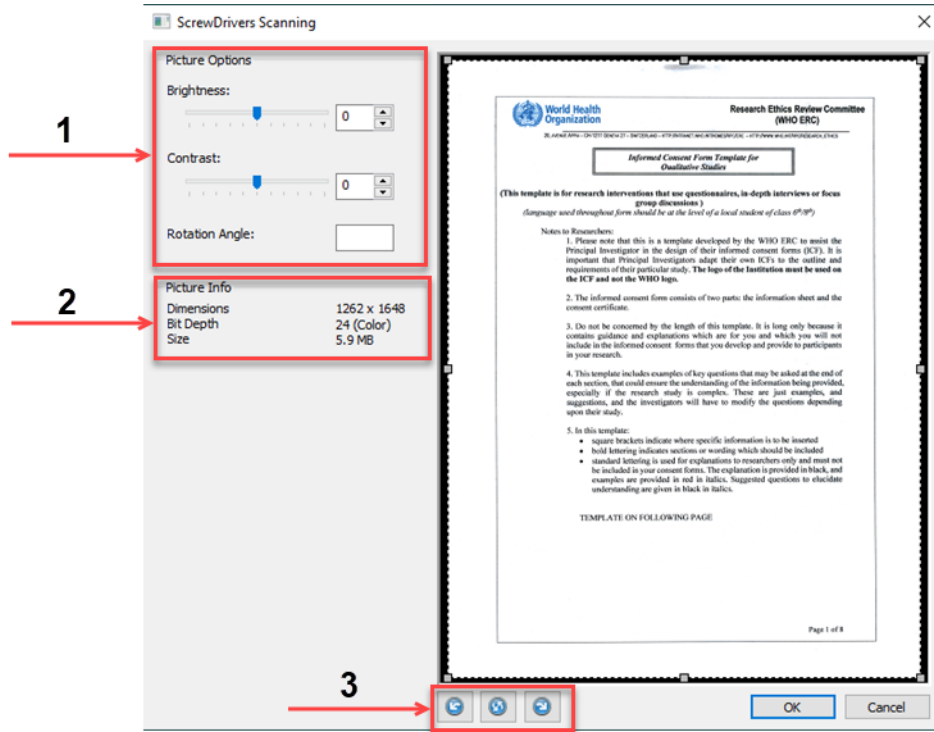
See [Figure 3-5 on page 38](#).



After you enable an image for editing, information about the image (Dimensions, Bit Depth and Size) is displayed in the left pane of the dialog box.

- To delete a page from a scan, right-click the thumbnail image, and on the context menu that opens, click Delete.

Figure 3-5: ScrewDrivers Scanning dialog box, thumbnail display in enlarged Preview pane



Option	Description
1	Brightness, contrast, and manual rotation
2	Image information
3	Rotate Page icons

9. After you have satisfactorily edited the scan job, click OK to apply the changes, and return to the standard scan job display for the scanned image. See [Figure 3-4 on page 37](#).

10. Click Done to send the edited scan job to the calling application.