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MULTIFUNCTIONAL DIGITAL COLOR SYSTEMS /
MULTIFUNCTIONAL DIGITAL SYSTEMS

e-STUDIO Scan Guide

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Preface

Thank you for purchasing TOSHIBA Multifunctional Digital Systems or Multifunctional Digital Color Systems.
This manual describes the setting procedures for e-STUDIO Scan and how to perform it.
Read this manual before using your Multifunctional Digital Systems or Multifunctional Digital Color Systems. Keep this manual within easy reach, and use it to configure an environment that makes best use of the e-STUDIO's functions.

■ How to read this manual

❑ Symbols in this manual

In this manual, some important items are described with the symbols shown below. Be sure to read these items before using this equipment.

⚠ WARNING	Indicates a potentially hazardous situation which, if not avoided, could result in death, serious injury, or serious damage, or fire in the equipment or surrounding objects.
⚠ CAUTION	Indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury, partial damage to the equipment or surrounding objects, or loss of data.
Note	Indicates information to which you should pay attention when operating the equipment.

Other than the above, this manual also describes information that may be useful for the operation of this equipment with the following signage:

Tip	Describes handy information that is useful to know when operating the equipment.
🕮	Pages describing items related to what you are currently doing. See these pages as required.

❑ Model and series names in this manual

Model name	Series name in this manual
e-STUDIO478S	e-STUDIO478S
e-STUDIO338CS/388CS	e-STUDIO388CS Series
e-STUDIO389CS/479CS	e-STUDIO479CS Series

❑ Screens and Operation Procedures

In this manual, the screens and the operation procedures in Windows are described for Windows 7 unless the OS version is specified.
The details on the screens may differ depending on how the equipment is used, such as the status of the installed options, the OS version and the applications.

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❑ Official Names of Windows Operating System

- The official name of Windows® 7 is Microsoft Windows 7 Operating System.
- The official name of Windows® 8.1 is Microsoft Windows 8.1 Operating System.
- The official name of Windows® 10 is Microsoft Windows 10 Operating System.
- The official name of Windows Server® 2008 is Microsoft Windows Server 2008 Operating System.
- The official name of Windows Server® 2012 is Microsoft Windows Server 2012 Operating System.
- The official name of Windows Server® 2016 is Microsoft Windows Server 2016 Operating System.

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How to use e-STUDIO Scan

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About e-STUDIO Scan

e-STUDIO Scan is a function to attach information (meta data) generated within the device to scanned images. The attached meta data can be processed by workflow servers or other means to supplement the scanned image. To use e-STUDIO Scan, register the settings to templates.

Meta data are managed by an XML file which defines the scheme to store the information.
The XML file consists of two data areas; the “basic data area” and “extended data area”.
The “basic data area” records device information, scan parameters, and user information.
The “extended data area” records information entered by the user on the control panel (maximum 25 items) when performing e-STUDIO Scan. The user can create fields in “extended data area” to store information entered from the control panel under [Extended Field Definition] - [Extended Field Properties].

When using applications that interact with e-STUDIO Scan, follow the instructions of the application vendor to set the extended field.

Procedure for using e-STUDIO Scan

Setup

	Operation	Description	Reference
1	Registering an extended field definition	If necessary, register an extended field definition.	🕮 P.8 “Registering Extended Field Definition”
2	Registering a template for e-STUDIO Scan	Register a template for e-STUDIO Scan.	🕮 P.12 “Registering templates for e-STUDIO Scan”

Operation

	Operation	Description	Reference
1	Performing e-STUDIO Scan	Perform e-STUDIO Scan using a template for e-STUDIO Scan.	🕮 P.14 “Performing e-STUDIO Scan”

Registering Extended Field Definition

You can register up to 10 "extended field definitions".
When using applications that interact with e-STUDIO Scan, follow the instructions of the application vendor to set the extended field.

1 Launch a web browser and enter the following URL in the address box.

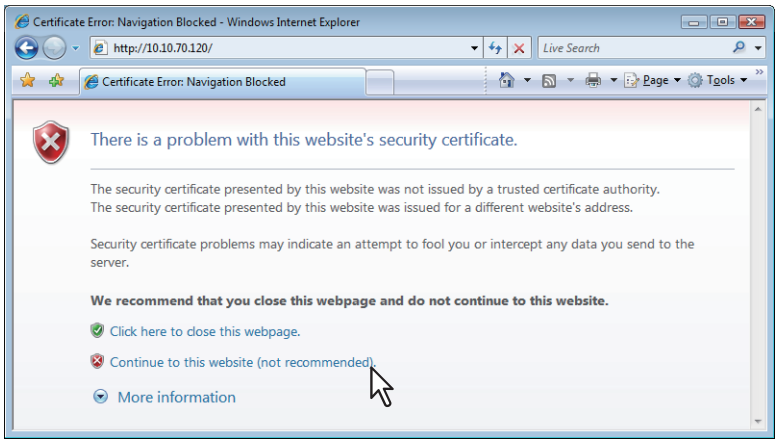
http://<IP Address> or http://<Device Name>

For example

- When the IP address of your device "10.10.70.120" (when IPv4 used):
  http://10.10.70.120
- When the IP address of your device is "3ffe:1:1:10:280:91ff:fe4c:4f54" (when IPv6 used):
  3ffe-1-1-10-280-91ff-fe4c-4f54.ipv6-literal.net
  or
  http://[3ffe:1:1:10:280:91ff:fe4c:4f54]
- When your device name is "mfp-04998820":
  http://mfp-04998820

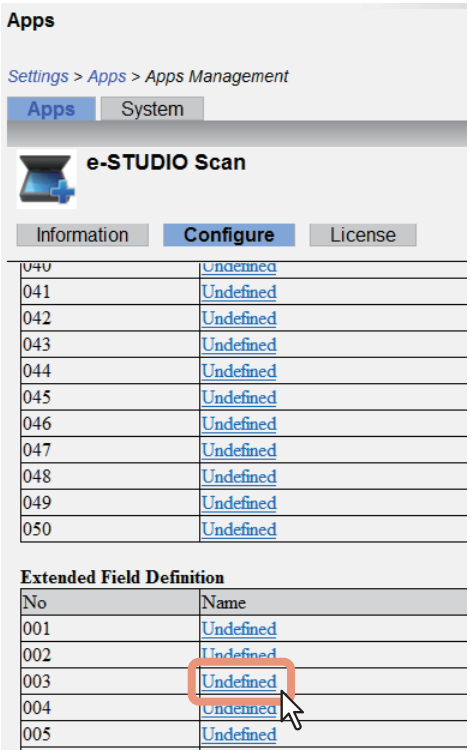
Note

When SSL for the HTTP network service is enabled, an alert message may appear when you enter the URL in the address box. In that case, click [Continue to this website (not recommended).] to proceed.

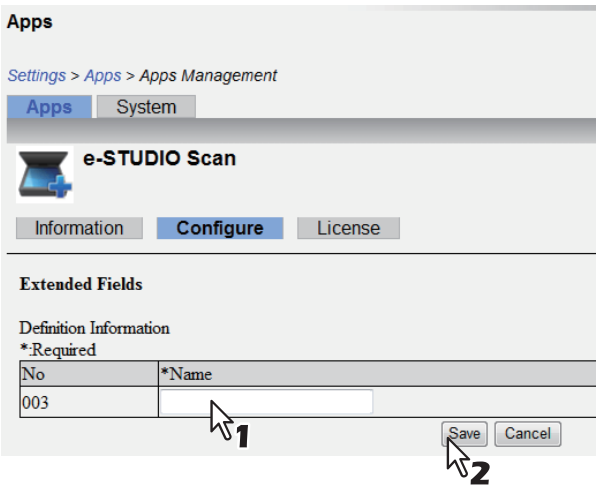


2 Click [Apps] > [e-STUDIO Scan] > [Configure].

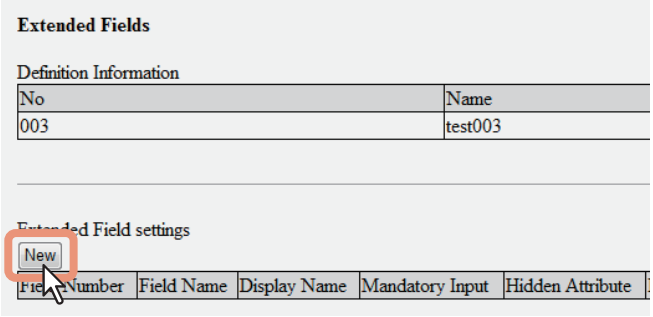
3 Click [Undefined] from the Extended Field Definition list.



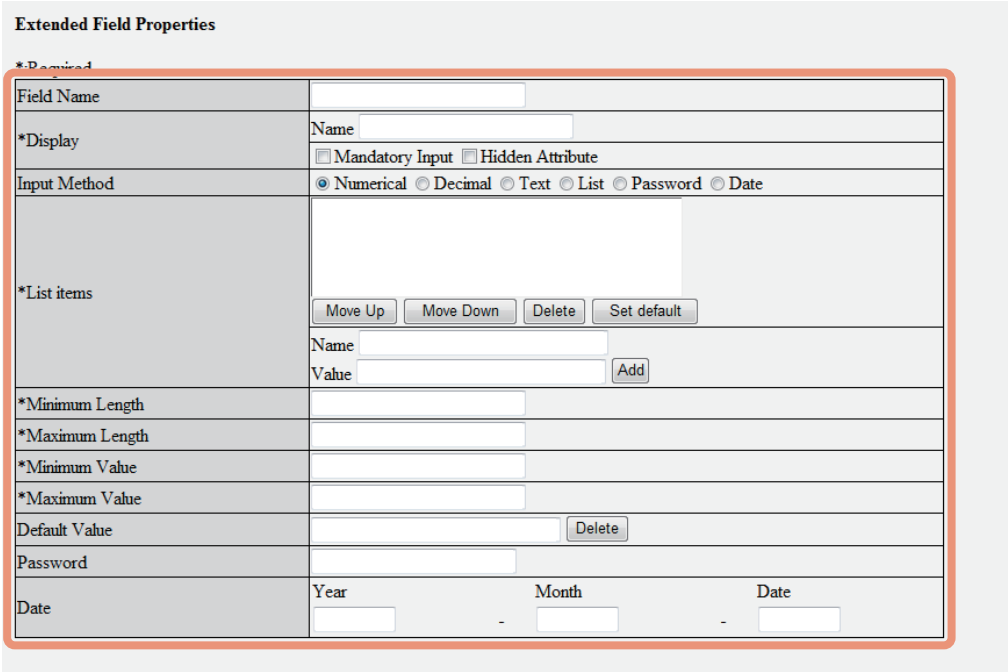
4 Enter the field name and click [Save].



5 Click [New] under Extended Field settings.



6 Set the extended field properties.



Field Name	Specify the extended field name.
Display	Specify how to display the extended field on the control panel. • **Name** — Enter the caption of the extended field name for the display on the control panel. You can enter up to 20 characters. Enter the Box number where a received document will be stored. • **Mandatory Input** — Select this check box if the extended field is a mandatory entry item. • **Hidden Attribute** — Select this check box if the extended field is a hidden item on the control panel.
Input Method *	Select the type of an extended field. • **Numerical** — Select this to create an extended field as an integer value. • **Decimal** — Select this to create an extended field as a decimal value. • **Text** — Select this to create an extended field as a character string. • **List** — Select this to create an extended field as a list selection. • **Password** — Select this to create an extended field as a password. • **Date** — Select this to create an extended field as a date.
List Items	Specify list items to be selected for the extended field. The registered list items are listed in the List Items. Enter the name and value and then click [Add] to add it as a list item. If you select an item and click [Move Up], the selected item moves up in the list. Click [Move Down] to move it down. Select an unnecessary item and click [Delete] to delete it from the list. Click [Set default] to set the selected item as default.
Note You cannot exceed the total number of characters displayable in the List Items (127).	
Minimum Length	Specify the minimum number of characters that can be entered in the extended field if it is a character string.
Maximum Length	Specify the maximum number of characters that can be entered in the extended field if it is a character string.
Minimum Value	Specify the minimum numerical value that can be entered in the extended field if it is a numerical value.

Maximum Value	Specify the maximum numerical value that can be entered in the extended field if it is a numerical value.
Default Value	Specify the default value for the extended field.
Password	Specify the default password for the extended field if it is a password.
Date	Specify the default date for the extended field if it is a date.

* The following shows the types and settable items of an extended field for each [Input Method]. (*) is displayed for mandatory setting items.

Input method (Extended field type)	Mandatory setting items	Optional setting items
Numerical value	[Maximum Value], [Minimum Value] Settable value: -999,999,999,999 to 999,999,999,999	[Default Value]
Decimal value	[Maximum Value], [Minimum Value] Settable value: -999,999,999,999.99 to 999,999,999,999.99	[Default Value]
Text	[Maximum Length], [Minimum Length] Settable value: 0 to 256	[Default Value]
List	[List Items] You can register up to 30 [List Items]. You can set from 1 to 126 characters in [Name]. You can set from 1 to 126 characters in [Value]. However, the total number of characters set in [Name] and [Value] must be from 2 to 127.	[Default Value] Select the item to set as default, and click [Set default].
Password	None Settable value: 0 to 256	[Password]
Date	None	[Date]

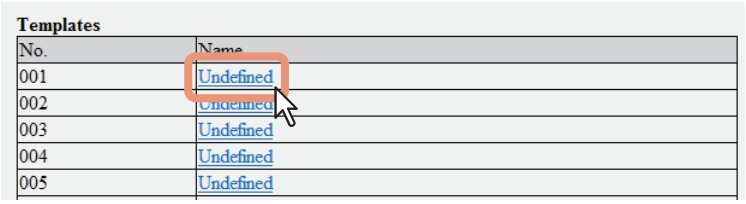
7 Click [Save] to register the extended field properties.

The extended field properties are registered.

Registering templates for e-STUDIO Scan

You need to register a template for e-STUDIO Scan before using the e-STUDIO Scan function.

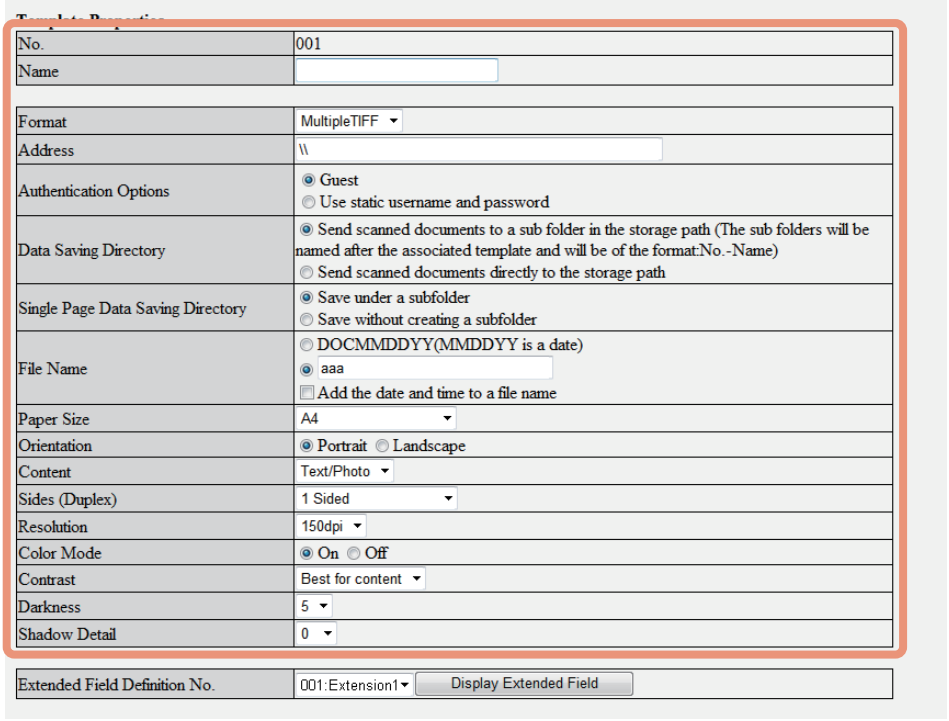
1 Click [Undefined] from the template list.



Templates

No.	Name
001	Undefined
002	Undefined
003	Undefined
004	Undefined
005	Undefined

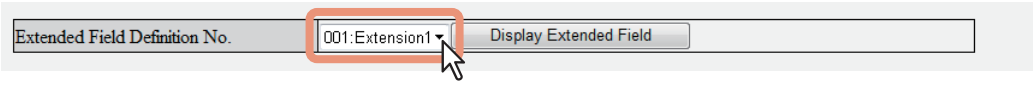
2 Set each item for template.



No.	001
Name	
Format	MultipleTIFF
Address	\\
Authentication Options	Guest Use static username and password
Data Saving Directory	Send scanned documents to a sub folder in the storage path (The sub folders will be named after the associated template and will be of the format:No.-Name) Send scanned documents directly to the storage path
Single Page Data Saving Directory	Save under a subfolder Save without creating a subfolder
File Name	DOCMMDDYY(MMDDYY is a date) aaa Add the date and time to a file name
Paper Size	A4
Orientation	Portrait Landscape
Content	Text/Photo
Sides (Duplex)	1 Sided
Resolution	150dpi
Color Mode	On Off
Contrast	Best for content
Darkness	5
Shadow Detail	0
Extended Field Definition No.	001:Extension1 Display Extended Field

Item name	Description
No.	The template number is displayed.
Name	Specify the template name.
File Format	Select the file format of the saved file.
Address	Specify the destination address for saving. The file transfer is not encrypted.
Authentication Options	Specify the authentication option.
Data Saving Directory	Specify whether or not the scanned file is saved in a subfolder.
Single Page Data Saving Directory	Specify whether or not the scanned file is saved in a subfolder when the file format is specified as single page.
File Name	Specify the file name.
Paper Size	Select the paper size.
Orientation	Select the orientation.
Content	Select the original type.
Sides (Duplex)	Select simplex or duplex for an original.
Resolution	Select the resolution.
Color Mode	Select whether color is enabled or not.
Contrast	Select the contrast.
Darkness	Select the density.
Shadow Detail	Select the reproduction level for detailed shadow area.

3 **Select a registered extended field definition using [Extended Field Definition No.].**



4 **Click [Save] to register the template.**

The template for e-STUDIO Scan is registered.

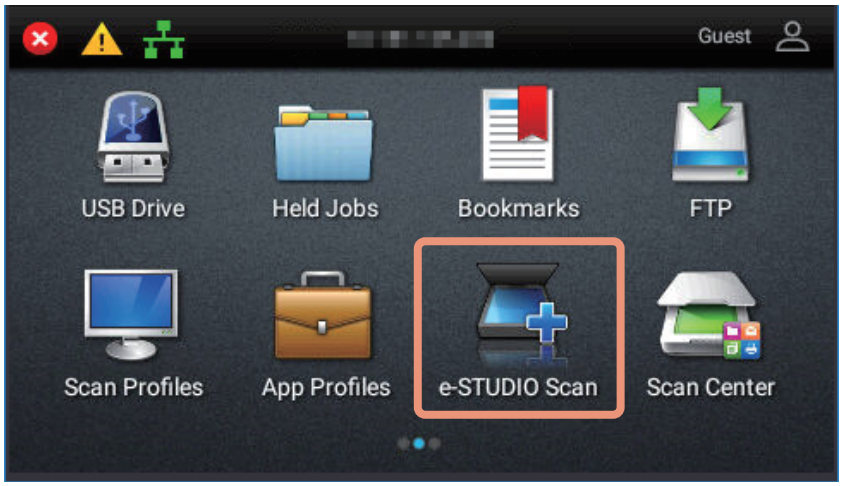
Performing e-STUDIO Scan

To perform e-STUDIO Scan, select the e-STUDIO Scan icon on the control panel, and then select the registered template.

Tip

The position of the icon may vary depending on your model.

For e-STUDIO478S, e-STUDIO388CS Series



For e-STUDIO479CS Series

DP-4780S
FC-3380CS
FC-3880CS
FC-3890CS
FC-4790CS
OME170037A0

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e-STUDIO Scan Guide

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