

Samsung Laser Printers – Easy Document Creator (White paper)



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Introduction

Easy Document Creator (EDC) is an application to help users compile and share large documents or other scanned or faxed information digitally. Whether you're a student needing to organize research from the library or a stay-at-home mom sharing scanned pictures from last year's birthday party, EDC will provide you with the necessary tools. The following are some of the features provided in Easy Document Creator:

- Scan single or multiple images or documents
- Convert scanned images or existing files to e-book format
- Upload scanned images or existing files to a variety of social networking sites
- Convert scanned documents to an editable text format
- Scan books and easily correct see-through images and the dark space between pages
- E-mail scanned files immediately
- Fax from Easy Document Creator, Microsoft Word, Microsoft PowerPoint, or Microsoft Excel
- Scan directly into Microsoft Word, Microsoft PowerPoint, or Microsoft Excel
- Convert into e-book format directly from Microsoft Word or Microsoft PowerPoint

Setting up EDC

Before you can use EDC to scan or convert documents, you must have a scanning/faxing device ready to use. To find a device, follow these steps:

NOTE: Windows XP or newer and Internet Explorer 7.0 or higher are required for installation. If a device is not ready to be used, **Device not selected** will appear at the top of the window after either of button is selected from the home screen.

1. Click the **Magnifier** icon to see available devices. The **Available Scanners** window opens with devices that have been discovered previously.
2. Select the device to use.
3. Click **Add** to find a device connected to your computer or on the network. The **Add Device** window opens.
4. Add Device window automatically searches for all available devices. Click **Search by IP address** if you know the IP address or **Search by IP range** if you know the IP address range to search within. Type the information and click the **Magnifier** icon. Any devices found will appear in the window.
5. Select the device to use and click **Add**. The selected device will be listed.

Home screen

The home screen is the first screen that appears when Easy Document Creator is started.

Settings

Opens a window to set common settings.

Information

Opens a window with version information.

Help

Opens the help file.

Scan

Provides options for different types of scanning (see [Scanning](#)) and user-created scan favorites (see [Favorites](#)).

- **Image Scanning** - Use for scanning single or multiple pictures.
- **Document Scanning** - Use for scanning documents with text or text and images.
- **Text Converting** - Use for scanning documents that need to be saved in an editable text format.
- **Book Scanning** - Use for scanning books with the flatbed scanner.
- **Poster Stitch** - Use for scanning multiple images to create one larger image.
- **Favorites** - User-created sets of frequently-used scan and save settings.

Text Converting Scan

Use for scanning documents that need to be saved in an editable text format.

NOTE: [Text Converting](#) will only be available after installing the optical character recognition (OCR) software provided in a separate installation file.

Document Conversion

Provides options converting images to an epub file (see [Converting to an E-Book](#)).

Fax

Provides options for directly faxing files from Easy Document Creator (see [Faxing a File](#)).

NOTE: If the Samsung network PC fax driver is not installed, download icon will be displayed.

Scan provides options for converting documents to text formats and scanning documents, images, and books.

Scanning

How to scan

Each of the five scanning options are performed the same way: **Image Scanning**, **Document Scanning**, **Text Converting**, **Book Scanning**, and **Poster Stitching** (see [Poster Stitching](#)). Each scan option will have minor differences in the **Options** available (see [Options](#)). To scan an image/document, follow these steps:

NOTE: For **Book Scanning**, to create 2 separate pages, place the book in landscape orientation () instead of portrait () on the flatbed.

NOTE: For scanning books, Place the book on platen/glass with in marked area (). Keep cover open for books thicker than 30mm.

1. Put the item to be scanned on the flatbed glass or in the ADF.
2. Select **Scan** from the home screen.

The **Scan** window opens.


3. Select the type of scanning or a favorite (see [Favorites](#)) then click **Start**.
NOTE: [Last Used Settings](#) is available after scanning has been performed once. Selecting this option will scan using the scan type and settings used most recently.

The scanning window opens and will automatically supply a scan preview.

4. Make adjustments to the image (see [Tool bar](#) and [Options](#)).
5. Click **Scan** to scan a final image or **Prescan** to get another preview image.
6. Click **Save** to save or share final image.
7. Click on **My PC** (see [Saving a Scan](#)), or other icon to share (see [Uploading](#)).

Scan multiple images at one time

If there is room on the flatbed glass, more than one item can be scanned at the same time. To scan multiple images/documents, follow these steps:

1. Put the items to be scanned on the flatbed glass.
2. Select **Scan** from the home screen.
The **Scan** window opens.
3. Select the type of scanning or a Favorite (see [Favorites](#)) then click **Start**.
4. The scanning window opens and will automatically supply a scan preview.
5. Use the  tool to make multiple selection areas.
6. Make adjustments to the images (see [Tool bar](#) and [Options](#)).
7. Click **Scan** to scan a final image or **Prescan** to get another preview image.
8. Click **Save** to save or share final image.
9. Click on **My PC** (see [Saving a Scan](#)), or other icon to share (see [Upload to social networking site](#)).

Poster stitching

This scan option stitches scanned images together into one larger image. You may need to stitch scanned images if you scan an image that is larger than the maximum scan area: for example, a poster or a map. In such cases, you can scan fragments of the images one-by-one and later stitch them together into a single image. To use poster stitching, follow these steps:










1. Put the items to be scanned on the flatbed glass.
2. Select **Scan** from the home screen.
The **Scan** window opens.
3. Select **Poster Stitching** from the Favorite.
4. The scanning window opens and will automatically supply a scan preview.
5. Select the image size from the pull-down menu.
6. Make adjustments to the images (see [Tool bar](#) and [Options](#)).
7. Click **Scan** to scan another section of the image and stitching the image together.
8. Click **Done** to end stitching.
9. Click **Save** to save or share final image.
10. Click on **My PC** (see [Saving a Scan](#)), or other icon to share (see [Upload to social networking site](#)).

Favorites

Favorites provide a way to save common scan and save settings to be reused later. From the Favorite, click **(+)** button to save the settings. By default, favorites will appear at the bottom of the **Favorites**. To use a favorite, simply select the favorite from the **Favorites**. To remove a favorite, select **Remove**.

Tool bar

The window includes the tools that let you zoom, rotate and flip images, and auto-select the image scanning area. The result of the applied operations is displayed in the image preview.

	Import Import image files.
	Select Single Area You can manually or automatically select the area to be scanned. To automatically select the image area to scan, click the select area tool, then click and drag an outline around the desired scan area. Your selection will be outlined by a dashed line. To move the selection border, position the pointer over the border and drag the border to cover a different area of the image. To change the area of the selection, position the pointer on the selection border, click the left mouse button and hold it while moving the cursor. Release the left mouse button to finish changing the selection. Multiple areas can be selected by repeating the process.
	Select Multiple Areas If multiple images have been scanned at the same time, this tool will automatically detect and select the separate images. You can also manually select more than one scan area.
	Crop You can select the area to crop the image.
	Zoom In Zoom Out You can zoom in to/out from an image scanned at lower resolution. Zooming in on the image increases magnification and provides a close-up view of your image. Zooming out from the image decreases magnification and lets you see more of the image at a reduced size. Zooming tools only change your preview of an image and do not modify the image itself.
	Rotate Clockwise Rotate Counter-Clockwise You can rotate the image 90 degrees clockwise or counter-clockwise with each click of the respective button.
	Flip Horizontally Flip Vertically You can flip the image horizontally or vertically.
	Hand tool You can grab the page to drag.
	Reset You can cancel any changes made to the preview image.

Options

The following scan options are available for all scan types unless otherwise noted

- **Document Source** - Allows you to choose the source from which the device will scan the image. No source option will be available for **Book Scanning** - only the flatbed can be used for this.
- **Image Type** - Allows you to choose the proper color settings for image scanning.
- **Resolution** - Allows you to choose the resolution required (dpi).
For **Text Converting**, 200 dpi and 300 dpi are the available options: 300 dpi is recommended as the best resolution for OCR scanning.
- **Size** - Allows you to choose the proper size of the scanned image. To select your own document size, select **Selection**.
- **Delete Background** - Whitens the image background. This option allows you to prepare for the OCR of images containing text over a picture or color background.
- **Auto exposure** - Automatically evaluates the optimal level of exposure correction and applies the correction. Exposure correction is an image quality correction that highlights the extremely darkened parts of the image and darkens overexposed parts of the image to highlight the details.
- **Auto color balance** - Evaluates the optimal level of color balance correction and applies the correction.
- **Auto rotation** - Automatically detects the correct orientation of an image and rotates it accordingly. Auto rotation only works for images containing texts: images containing fewer lines/texts may be rotated incorrectly.
- **Auto straighten** - Automatically detects the displacement angle of an image and straightens it. This feature performs better when the image contains more lines/text, otherwise the image may be incorrectly rotated.
- **Blank page removal** - Removes blank pages scanned from a document.
- **Page separation** - Separates the pages of a scanned open book into two separate documents. Available for **Book Scanning**.
- **Center area correction** - Removes the shadow that appears between the pages of a scanned open book. Available for **Book Scanning**.

Save a Scan

1. Select the file format, scan quality (left is low: right is high), save location, and type a file name.
NOTE: If more than one image is being saved, the filename entered will be used for all images with a number appended to the end of the filename (e.g., image.jpg, image(2).jpg).
2. Click **Save**.

Scanning to a Social Networking Site

Easy Document Creator provides an easy and quick way to upload files to a variety of social networking sites (SNS). Scan an image directly or select an existing image to upload to Facebook, Flickr, Picasa, Google Drive, or Twitter.

Scan directly

To scan an image directly to a social networking site, follow these steps:

1. Select **Scan** from the home screen.
The **Scan** window opens.
2. Click **Prescan** to see the image and make any adjustments before saving.
3. Make any adjustments to the image by rotating, cropping, changing the resolution, etc. More advanced image options can be adjusted by **Options**.
4. Click on **Scan** to scan a final copy.
5. Click on **Save** to save and send a final copy.
6. Select the social networking site.
7. Go to [Upload to social networking sites](#).

Upload existing file

To upload an image that already exists, follow these steps:

1. Select **Scan** from the home screen.
The **Scan** window opens.
2. Select **Import** icon to find the file to upload.
NOTE: Repeat this step to add multiple images.
3. Click on **Save** to save and send a final copy.
4. Select the social networking site.
5. See [Upload to social networking sites](#).

Upload to social networking sites

To upload to a social networking site, follow these steps:

NOTE: If more than one image is being uploaded from one of the scan screens directly (**Image Scanning**, **Document Scanning**, and **Book Scanning**), the filename entered will be used for all images with a number appended to the end of the filename (e.g., image.jpg, image(2).jpg).

NOTE: If there are any problems in accessing or uploading to each SNS site due to a network environment issue, check security limitations established in your network with network administrator. Problems may also occur if the SNS has made changes, if the file size is too large, or if multiple file uploading is not supported by the SNS. To guarantee correct functioning of SNS upload in Easy Document Creator, an unrestricted network environment is needed for HTTPS communication.

Facebook

1. Click **Next**.
2. Sign-in to your account.
3. Select the upload location.
4. Click **Upload**.

Flickr

1. Click **Next**.
2. Sign-in to your account.
3. Click **Upload**. The images will be uploaded to "Your Photostream".

Google Drive and Picasa

1. Click **Next**.
2. If this is your first time uploading to Google Drive, click **Grant access**.
3. Select the upload location.
4. Click **Upload**.

Twitter

1. Click **Next**.
NOTE: If it is your first time uploading to the SNS, you will have to sign-in to Twitter and authorize the application by clicking **Authorize app**.
2. Click **Upload**.
The images will upload to Twitpics and post a "tweet" on your Twitter feed.

Converting to an E-Book

Easy Document Creator provides the ability to scan multiple documents in as one e-book or convert existing files into an e-book.

Scan directly

To scan an image, follow these steps:

1. Select **Scan** from the home screen. The **Scan** window opens and will automatically supply a scan preview.
2. Make adjustments to the image (see **Scan Settings** and **More Options**).
3. Click **Scan** to scan a final image or **Prescan** to get another preview image.
4. Click **Save** to open save dialog and then select My PC.
5. Enter a name and file format as EPUB, and select a save location.
6. Click **Save**.

Convert existing files

To convert existing files, follow these steps:

1. Select **Document Conversion** from the home screen.
2. The **Document Conversion** window opens.
3. Click **Import** to find the file to convert.
NOTE: Repeat this step to add multiple images.
4. Click **Save** to open save dialog and then select My PC.
5. Enter a name and file format as EPUB, and select a save location.
6. Click **Save**.

Faxing a File

Fax provides the ability to directly fax a document from Easy Document Creator if the Samsung network PC fax driver is installed.

Send a fax

To fax a file, follow these steps:

1. Select **Fax** from the home screen. The **Fax** window opens.
2. Click **Import** and locate the file to fax.
NOTE: To send multiple files in one fax, repeat this step.
3. Click **Send Fax**. The **Fax Options** window opens.
4. Enter the fax information (recipient's number, cover page information, etc.).
5. Click **Preview** to see what the fax will look like or click **Send** to transmit the fax.

Plug-ins

Easy Document Creator will also create new plug-ins for Microsoft PowerPoint, Word, and Excel. These new plug-ins will be in a new **Easy Document Creator** menu on the applications' menu bars: **Scan to Office**, **Send Fax**.

Scan to Office plug-in

The **Scan to Office** plug-in enables you to scan images and embed them directly into your document.

1. Select **Easy Document Creator > Scan to Office**. An Easy Document Creator window opens and performs a **Scan** (see [Scanning](#)).
2. Click **Scan More** to scan another image or click **Insert** to embed the scanned image into your document.

Send Fax plug-in

The **Send Fax** plug-in enables you to fax your document directly from the application.

1. Select **Easy Document Creator > Send Fax**. The installed fax driver opens a window.
2. Select the fax to use, enter the recipient's number, and enter any other information necessary.
3. Click **Preview** to see a fax preview or click **Send** to process the fax.

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Created July 2018

