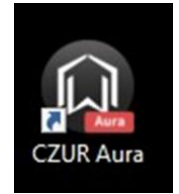# CZUR Aura Pro Book and Document Scanner Instructions

1. Turn the document scanner on and in scan mode. Look for the lighted icons at the base of the scanner tower as shown in the image to the right. The left icon indicates it has power. The center icon indicates lamp mode while the right icon is scan mode. Short press the knob on the right of the base to switch to scan mode if necessary.

2. Start the software on the host computer by selecting the CZUR Aura icon on the host computer desktop. The software opens a white window labeled "Scanner Visual" at the top. Make sure "Scanner" is selected. The software uses two windows.Go to the "Scan" window by selecting the scan icon at the bottom right of the window. The scan window opens showing a view of the black mat.

3. At the top right of the scan window select a "Color Mode". Choose between Auto Enhance, Color or Greyscale. Try some experiements with these modes to find the best choice for your document. Also select a "Processing method" either "Flat Single Page" for flat documents or "Facing Pages" for books.

4. The Scanner software identifies the boundaries of the document by the black mat document edge and black mat transition. The document must fit on the mat with some margin around the edges. The algorithm will fail if there is anything else on the mat such as a USB cable or lint.

5. Flat Single Page Scanning: Place the document on the mat. The document does not need to be aligned in any particular way but the mat needs to extend beyond the document on all sides by an inch or so. Select the Auto Scan Icon to initiate a scan. Once the scan is completed, an icon of the scan appears at the column on the left. Continue until all of the pages of the document are scanned.

5. Book (Facing Pages) Scanning: A orange line appears on the screen in this mode. Place the open book on the mat lining up the spine with the orange line. Then initiate a scan with either the Auto Scan Icon or the foot petal. The scanner measures the curvature of the open pages, simultaneously scans the left and right pages, flattens the scans. Two icons appear on the left. Continue until all of the pages are scanned. Finger cots can be used to hold the pages open. See the User's Gruide referenced below for details.

6. Return to the initial page by selecting the "Back" icon on the top left corner. All of the scanned images appear as a jpg file icon on the right side. Select the images you want to include in your document.

7. Create a pdf document from your scans. On the lower right are 'Export' options. Select "PDF". A window opens with options, the defaults are fine. Start the export operation and the pdf will be generated.

Note that individual scans can be inspected by selecting their jpg icon in the initial window. A scan can be deleted, replaced or inserted if the scan had problems. The "Batch" list allows for editing a set of scanned images. The software supports additional export modes.

You can learn more details and options from the "User Guide for CZUR Aura Pro Book and Document Scanner" at https://meridianidahoeastfsc.com/wp-content/uploads/2024/08/czur-aura-pro-book-and-document-scanner-users-guide.pdf or from a printed copy on the rack on the wall in the printer room.

Stewart Wyatt, Meridian East FamilySearch Center   3/9/2025