

# Prisma Scanner Utilities Release Notes

Thank you for purchasing a Scantron scanner. This document contains getting started information for the iNSIGHT 70/150, iNSIGHT 700c, iNSIGHT 1500c, iNSIGHT 1900, iNSIGHT 4ES, OpScan 4ES, OpScan 6, OpScan 8 and OpScan 16 scanners.

## Contents

This release includes the Prisma Scanner Utilities. The following documentation is included (requires Adobe<sup>®</sup> Reader<sup>®</sup>).

- Prisma Utilities User Guide
- Release Notes
- Scantron Scanners Elements of Data Collection

### **iNSIGHT 70/150**

- Operator's Guide
- Scantron Scanner Guide Addendum

### **iNSIGHT 700c**

- Operator Guide
- Flex Stacker Getting Started Guide
- Scanner Getting Started Guide
- What's In This Box
- Parts Manual
- Select Stacker Plus Getting Started Guide

### **iNSIGHT 1500c**

- Operator's Guide
- Installation Guide

### **iNSIGHT 1900**

- Operator's Guide
- Scantron Scanner Guide Addendum

### **iNSIGHT 4ES and OpScan 4ES**

- OpScan 4 ES and iNSIGHT 4 ES Operator's Guide
- OpScan 4 ES and iNSIGHT 4 ES Quick Start
- OpScan 4 ES and iNSIGHT 4 ES Quick Tips - Display Panel Messages
- Scantron Scanner Guide Addendum
- Select Stacker Operator's Guide
- SelfScore Quick Start
- SelfScore Quick Tips - Scanning Tests, Surveys, and Ballots
- SelfScore Scanner Operator's Guide
- SelfScore Scanning Tests, Surveys, and Ballots

### OpScan 6/8

- OpScan 6 Operator's Guide
- OpScan 8 Installation Guide
- OpScan 8 Operator's Guide
- Scantron Scanner Guide Addendum

### OpScan 16

- Installation Guide
- Operator's Guide
- Scantron Scanner Guide Addendum

## Scantron Scanner Guide Addendum Operating System Compatibility

In order to use the Prisma Scanner Utilities software included with this kit, the host computer system must be running Windows 7 or Windows 10.

### System Notes

- Do not connect more than one scanner at a time to the host computer.
- You must have administrator rights to perform the installation procedures.
- You must install the Prisma Scanner Utilities software before installing ScanTools Prisma software.
  
- Only one instance of the Prisma Scanner Utilities software can be running on a PC at one time, even when under separate user accounts using Fast User Switching.

## Installation Instructions

**We recommend you install the software in the following order.**

- iPORT drivers (for iNSIGHT 70/150 and iNSIGHT 1900)
- Prisma Scanner Utilities Software
- ScanTools Prisma software

To install the iPORT scanner drivers, follow the installation instructions in the iPORT Installation Guide.

## Installing Prisma Scanner Utilities

Complete the following steps to install Prisma Scanner Utilities:

1. Insert the Prisma Scanner Utilities CD-ROM into the CD-ROM drive of the computer.
2. Browse to your CD-ROM drive.
3. Double-click setup.exe.
4. Follow the on-screen instructions.
5. Click Finish.

**NOTE:** Prisma Scanner Utilities are not compatible with the power management feature in Windows 7 and 10. You must disable power management in the Power Options Properties.

1. Start > Control Panel
2. Click **System and Security**
3. Click **Power Options**
4. Click **Change Plan Settings** and modify the following settings
  - Turn off the display = Never
  - Put the computer to sleep = Never
5. Click **Save Changes**