

# **Documate 2.0**

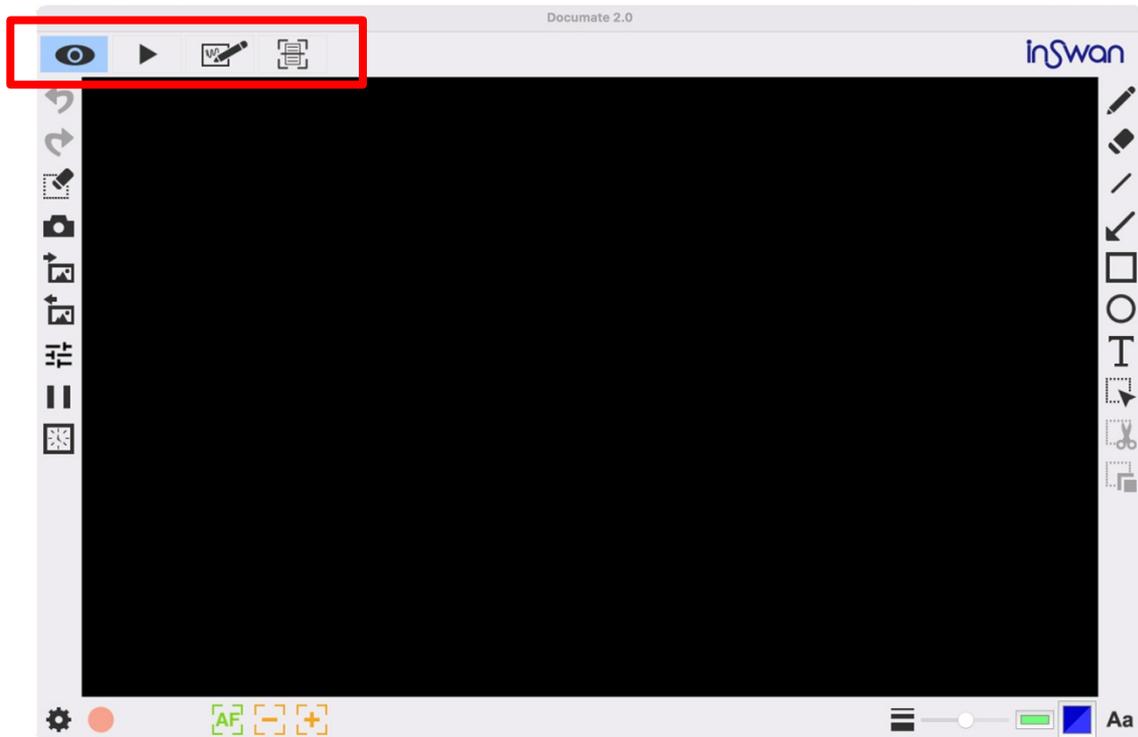
Customer Service

Email : [service@inswan.com](mailto:service@inswan.com)

Website : <https://www.inswan.com>

# Chapter 1: Introduction

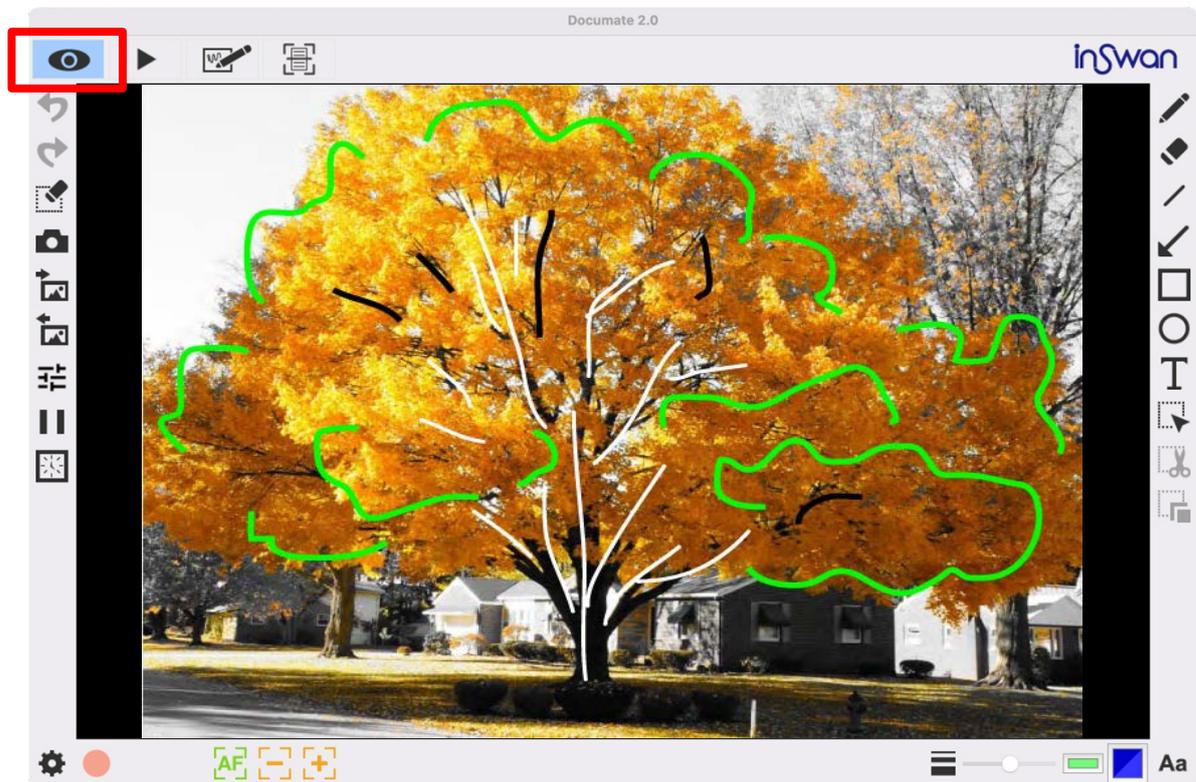
When the document camera is connected with the computer/laptop, it automatically goes to the live mode, in which the view captured by the document camera is shown. There is a variety of the function icons listed on the right, the left and the lower sides of the window. The following manual will be divided into four parts: Live mode (Chapter 2), Playback mode (Chapter 3), Drawing mode (Chapter 4), and Scan Mode (Chapter 5).



	<b>About</b> Showing the information of this application
	<b>Live mode</b> Showing the live image perceived by the document camera
	<b>Playback mode</b> Images and videos captured by the document camera
	<b>Drawing mode</b> A white/black board for you to draw and add annotation at will
	<b>Scan Mode</b> Edit and save images captured by the document camera
	<b>Show / Hide Toolbar</b>

## Chapter 2: Live mode

The live mode presents the live view captured by the document camera. Many functions are listed on the left, the right and the lower bar. All of them can enhance your presentation!



► Where

Function icons on the left side

+

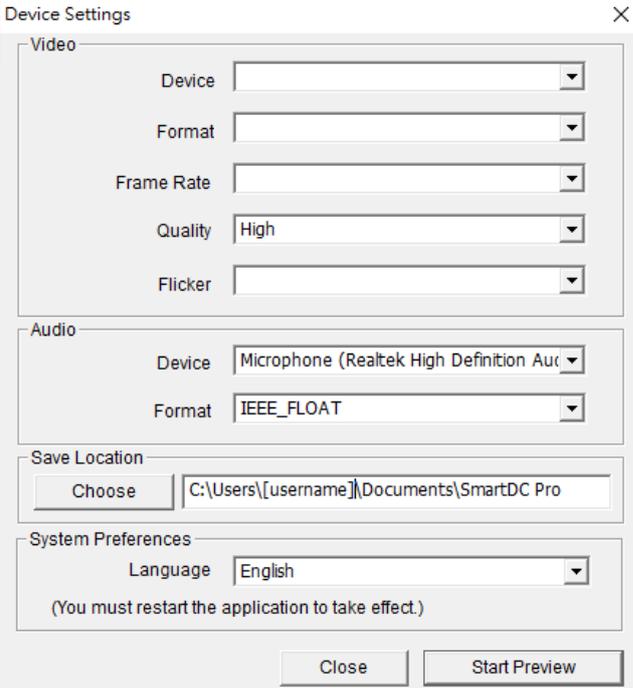
	<b>Undo</b>
	<b>Redo</b>
	<b>Erase all or erase selection area</b>
	<b>Snapshot with your drawing</b> Capture the image and save it as a JPG file

	<p><b>Import an image file</b> Import the JPG and PNG file from your computer</p>																												
	<p><b>Export your drawing</b> Export the things (without the background view), such as annotations, texts, and drawings you create in this mode. (1) You can select the area, export and save it as a PNG file into your computer. (2) If you do not select the area and use export function, the things you create in the whole view area will be exported as a PNG file</p>																												
	<p><b>Image Controls</b> Adjust brightness , white balance and rotate the image</p>																												
	<p><b>Freeze the live view</b> Freeze the live view</p>																												
	<p><b>Interval timer shooting</b> Capture the image during the certain period with the specified interval.</p> <div data-bbox="614 974 1289 1523" style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> <p style="text-align: center; font-weight: bold;">Interval Timer</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 15%; text-align: center;">hours</th> <th style="width: 15%; text-align: center;">minutes</th> <th style="width: 30%; text-align: center;">seconds</th> </tr> </thead> <tbody> <tr> <td>Interval Time</td> <td style="text-align: center;">00</td> <td style="text-align: center;">00</td> <td style="text-align: center; border: 2px solid blue;">06</td> </tr> <tr> <td>Total Count</td> <td colspan="3" style="text-align: center;">0010</td> </tr> <tr> <td>Required Time</td> <td colspan="3" style="text-align: center;">0 hours 1 minutes 0 seconds</td> </tr> <tr> <td>Progress</td> <td colspan="3" style="text-align: right;">0 / 10</td> </tr> <tr> <td></td> <td colspan="3" style="text-align: right;">-00:01:00</td> </tr> <tr> <td></td> <td colspan="3" style="text-align: right; padding-top: 10px;"> <input type="button" value="Run"/> </td> </tr> </tbody> </table> </div> <p>A small window pops up for you to set the interval time and the total number of pictures. Once you finish the setting, just click run!</p>		hours	minutes	seconds	Interval Time	00	00	06	Total Count	0010			Required Time	0 hours 1 minutes 0 seconds			Progress	0 / 10				-00:01:00				<input type="button" value="Run"/>		
	hours	minutes	seconds																										
Interval Time	00	00	06																										
Total Count	0010																												
Required Time	0 hours 1 minutes 0 seconds																												
Progress	0 / 10																												
	-00:01:00																												
	<input type="button" value="Run"/>																												

**Function icons on the lower bar**



	<p><b>Setting</b> Once you click this icon, a small window pops up for you to choose the device (the default is Document camera), the</p>
---	---

	<p>format of the video and audio files, and the place where you would like to save the files.</p> 
	<p><b>Start recording</b></p>
	<p><b>Stop recording</b></p>
	<p><b>Auto focus</b></p>
	<p><b>Zoom out</b></p>
	<p><b>Zoom in</b></p>
	<p><b>Width</b> Choose the width for using freehand and other drawing function</p>
	<p><b>Ink color</b> Choose the color for using freehand and other drawing function</p>
	<p><b>Fill color</b> Choose the color for drawing function (except for using freehand and drawing a line)</p>
<p><b>Aa</b></p>	<p><b>Fonts</b> Choose the font for the texts you add on</p>

## Function icons on the right side

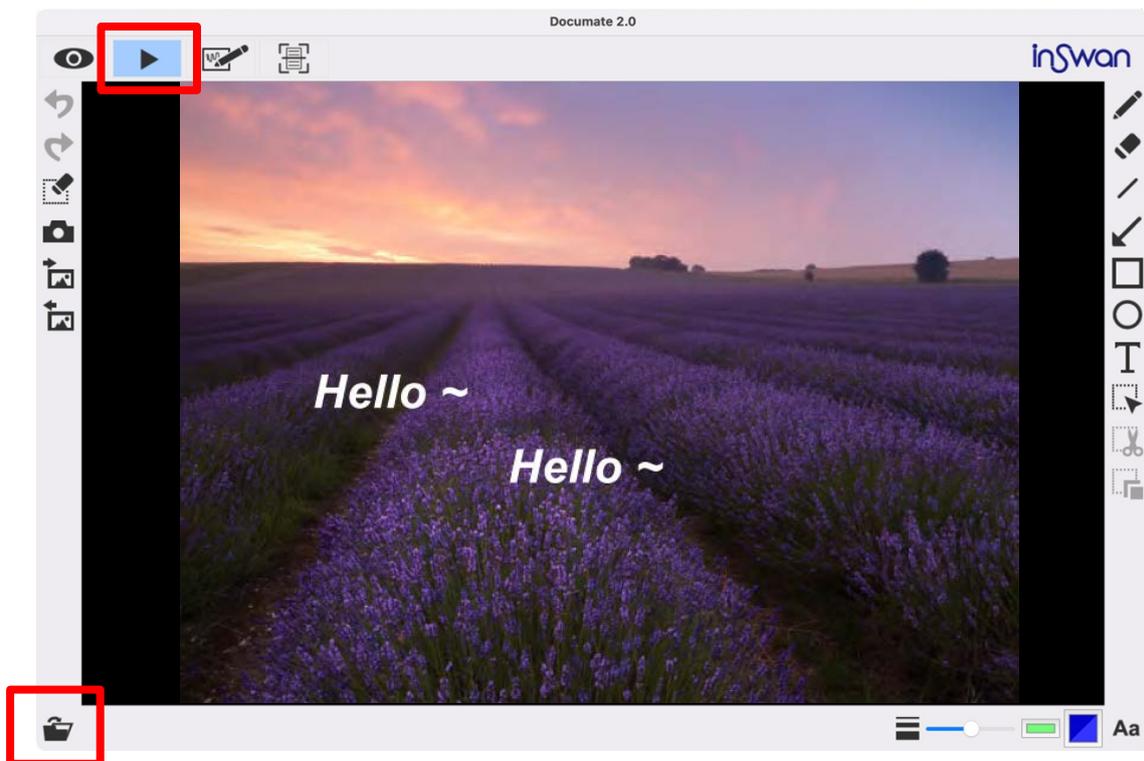
---

	<b>Freehand</b> Draw and write at will
	<b>Eraser</b> Erase the notes or graffiti you add on
	<b>Line</b> Draw a line
	<b>Arrow</b> Draw an arrow
	<b>Rectangle</b> Draw a rectangle
	<b>Ellipse</b> Draw an ellipse
	<b>Text</b> Add the texts
	<b>Selection</b> Select the area for exporting, cutting, and copying function
	<b>Cut Out</b> Cut out the selection area and save in the clipboard
	<b>Duplicate</b> Copy and paste the area you select

## Chapter 3: Playback mode

Images captured by the document camera, saved from the drawing board mode (see Chapter 4) and images in your computer can be open in the Playback mode. Besides, the images open here can be further edited with functions listed on the left, lower and right bar.

► Where



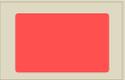
Function icons on the left side

	<b>Undo</b>
	<b>Redo</b>
	<b>Erase all or erase selection area</b>
	<b>Snapshot with your drawing</b> Capture the image and save it as a JPG file
	<b>Import an image file</b> Import the JPG and PNG file from your computer

	<p><b>Export your drawing</b></p> <p>Export the things (without the background view), such as annotations, texts, and drawings you create in this mode. (1) You can select the area, export and save it as a PNG file into your computer. (2) If you do not select the area and use export function, the things you create in the whole view area will be exported as a PNG file</p>
---	--

**Function icons on the lower bar**

---

	<p><b>Open file</b></p>
	<p><b>Width</b></p> <p>Choose the width for using freehand and other drawing function</p>
	<p><b>Ink color</b></p> <p>Choose the color for using freehand and other drawing function</p>
	<p><b>Fill color</b></p> <p>Choose the color for drawing function (except for using freehand and drawing a line)</p>
<p><b>Aa</b></p>	<p><b>Fonts</b></p> <p>Choose the font for the texts you add on</p>

## Function icons on the right side

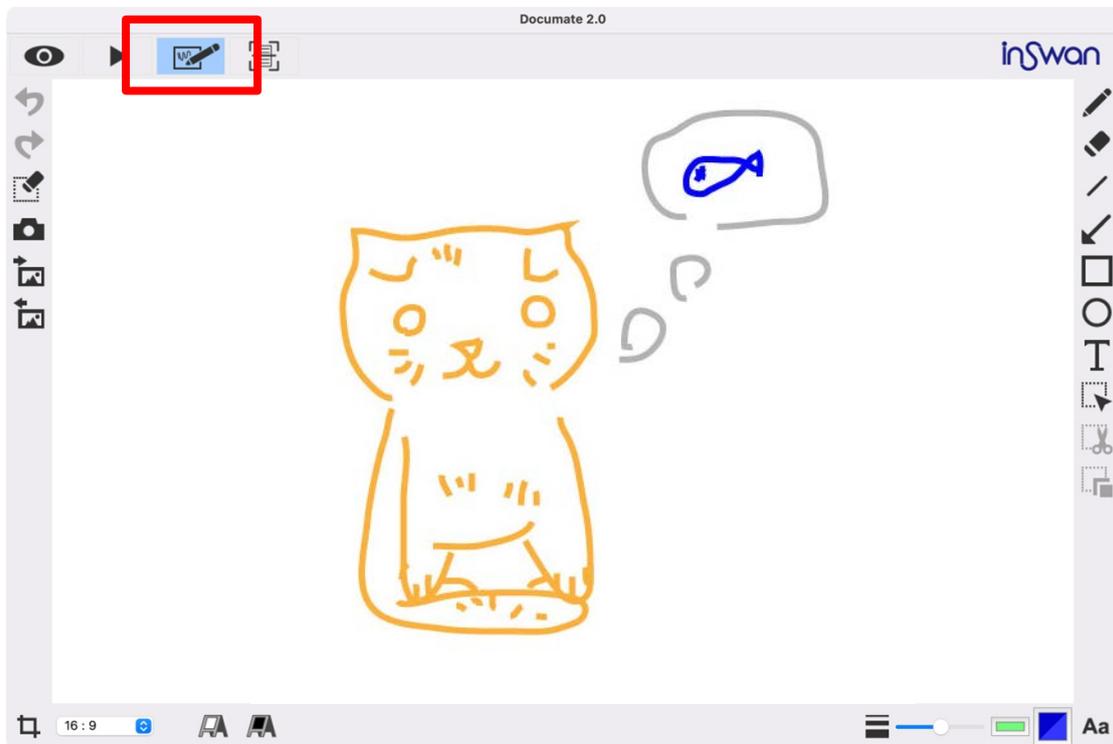
---

	<b>Freehand</b> Draw and write at will
	<b>Eraser</b> Erase the notes or graffiti you add on
	<b>Line</b> Draw a line
	<b>Arrow</b> Draw an arrow
	<b>Rectangle</b> Draw a rectangle
	<b>Ellipse</b> Draw an ellipse
	<b>Text</b> Add the texts
	<b>Selection</b> Select the area for exporting, cutting, and copying function
	<b>Cut Out</b> Cut out the selection area and save in the clipboard
	<b>Duplicate</b> Copy and paste the area you select

## Chapter 4: Drawing mode

The drawing mode provides you a white or black plane with all the drawing tools you will need.

► Where



Function icons on the left side

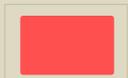
---

	<b>Undo</b>
	<b>Redo</b>
	<b>Erase all or erase selection area</b>
	<b>Snapshot with your drawing</b> Capture the image and save it as a JPG file

	<p><b>Import an image file</b> Import the JPG and PNG file from your computer</p>
	<p><b>Export your drawing</b> Export the things (without the background view), such as annotations, texts, and drawings you create in this mode. (1) You can select the area, export and save it as a PNG file into your computer. (2) If you do not select the area and use export function, the things you create in the whole view area will be exported as a PNG file</p>

Function icons on the lower bar

---

	<p><b>Aspect ratio</b> Choose the aspect ratio 16:9 or 4:3</p>
	<p><b>White board</b> In this mode, you can change the plane from black to white</p>
	<p><b>Black board</b> In this mode, you can change the plane from white to black</p>
	<p><b>Width</b> Choose the width for using freehand and other drawing function</p>
	<p><b>Ink color</b> Choose the color for using freehand and other drawing function</p>
	<p><b>Fill color</b> Choose the color for drawing function (except for using freehand and drawing a line)</p>
<p><b>Aa</b></p>	<p><b>Fonts</b> Choose the font for the texts you add on</p>

## Function icons on the right side

---

	<b>Freehand</b> Draw and write at will
	<b>Eraser</b> Erase the notes or graffiti you add on
	<b>Line</b> Draw a line
	<b>Arrow</b> Draw an arrow
	<b>Rectangle</b> Draw a rectangle
	<b>Ellipse</b> Draw an ellipse
	<b>Text</b> Add the texts
	<b>Selection</b> Select the area for exporting, cutting, and copying function
	<b>Cut Out</b> Cut out the selection area and save in the clipboard
	<b>Duplicate</b> Copy and paste the area you select

## Chapter 5: Scan Mode

Scan documents, add useful annotations, and view or share them!

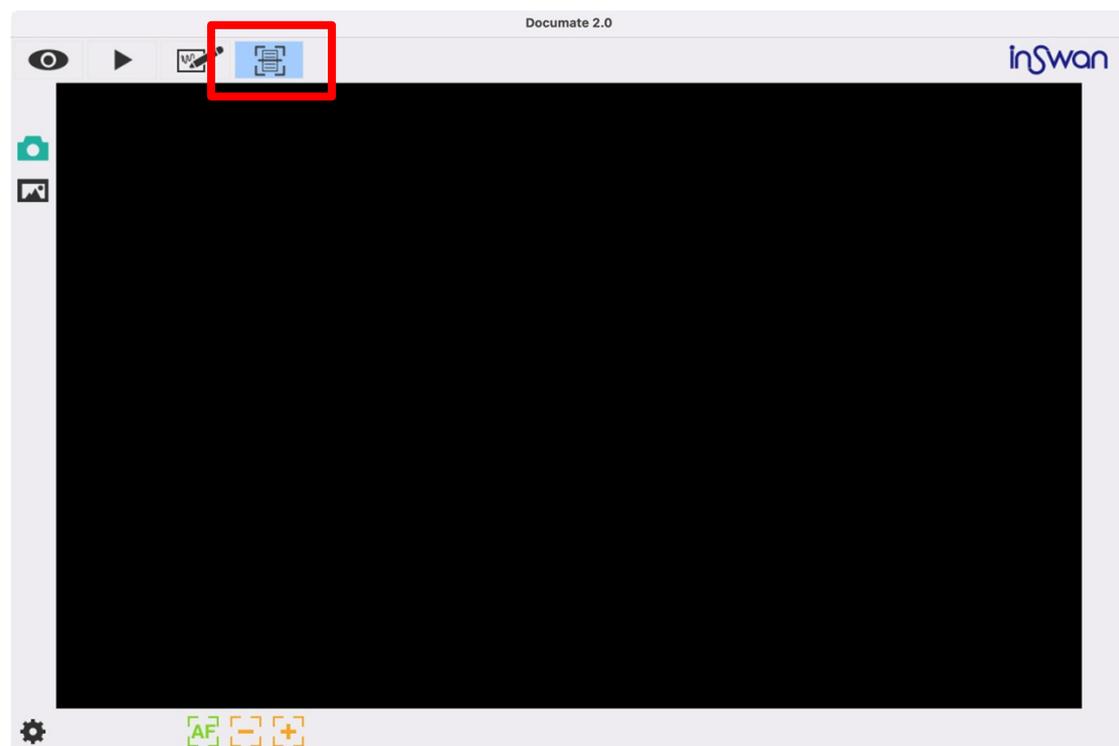
In the Scan Mode, live images may be captured by the document camera; any image from your computer can also be further edited in three steps:

Step 1: Capture or open an image file

Step 2: Automatic or manual document crop adjustment

Step 3: Enhance, add annotations, recognize characters, or simply export document

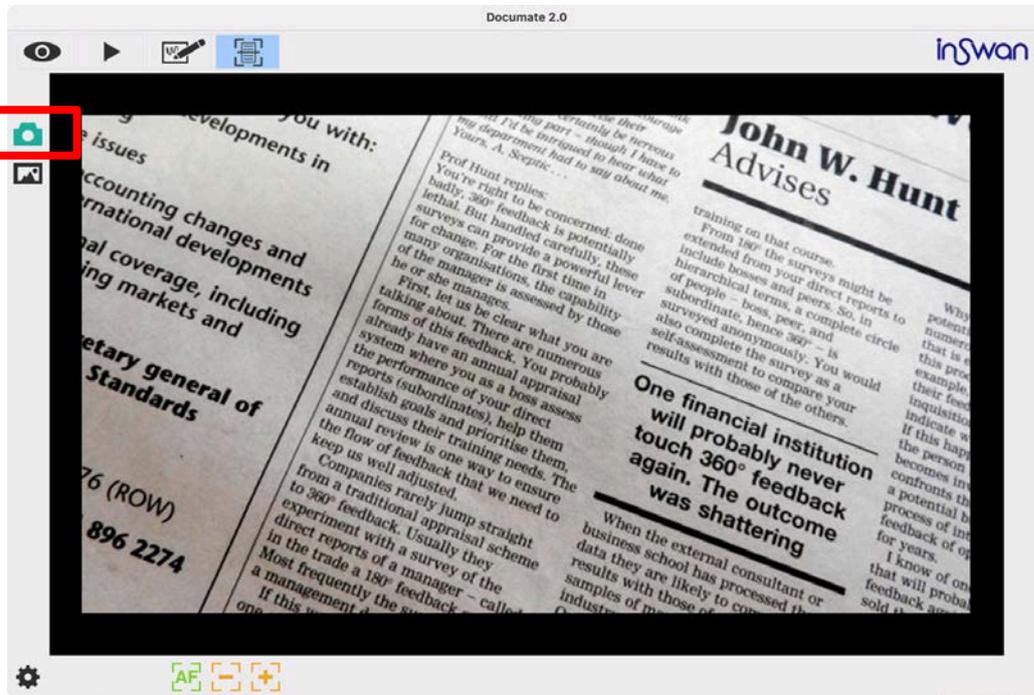
► Where



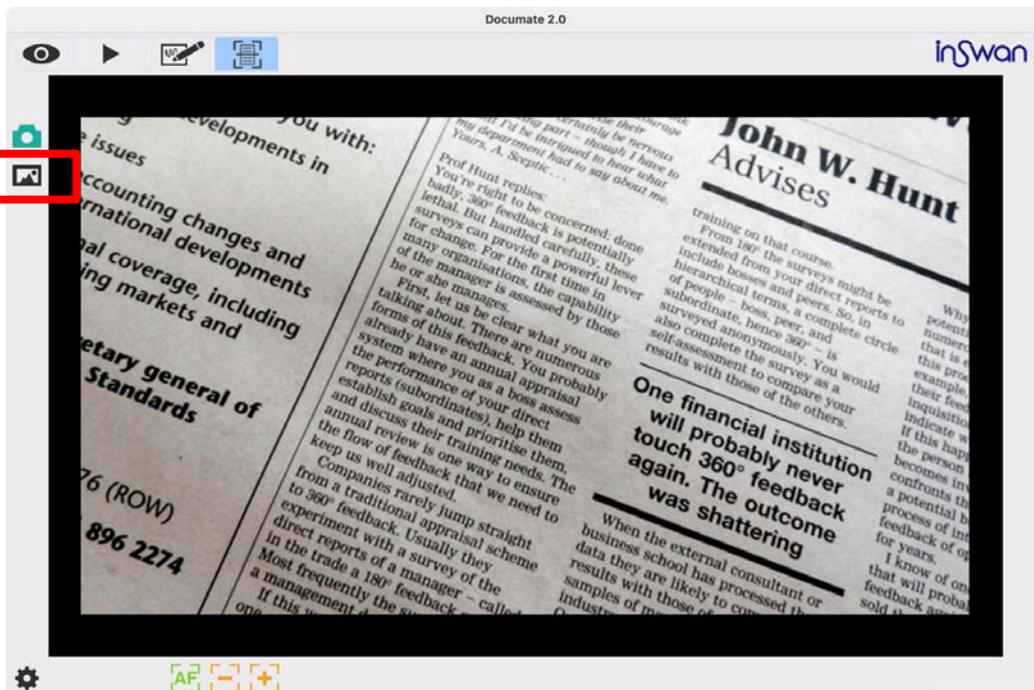
## Step 1: Capture or open an image file

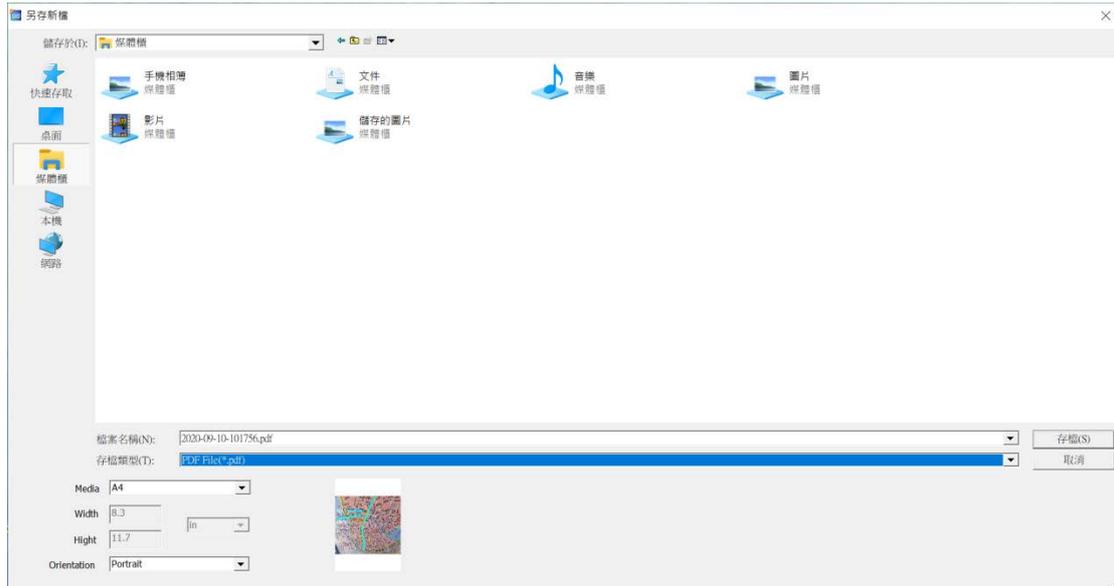
Either capture a live image or select one from your computer.

► Capture image:



► Load image file:





At this stage, you can also enhance the image with functions similar to those in Live mode.



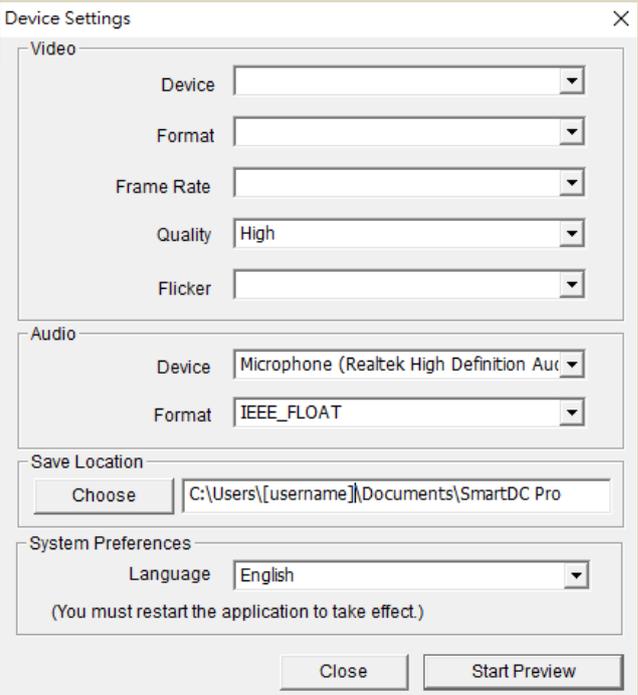
### Function icons on the left side

	<p><b>Snapshot with live image</b> Capture the image</p>
	<p><b>Select an image file from Gallery</b> Select the JPG, PNG, or BMP file from your computer</p>
	<p><b>Flip horizontally</b> Flip an image right/left</p>
	<p><b>Flip vertically</b> Flip an image up/down</p>
<p><b>WB</b></p>	<p><b>White Balance</b> To adjust white balance manually.</p>



### Function icons on the lower bar

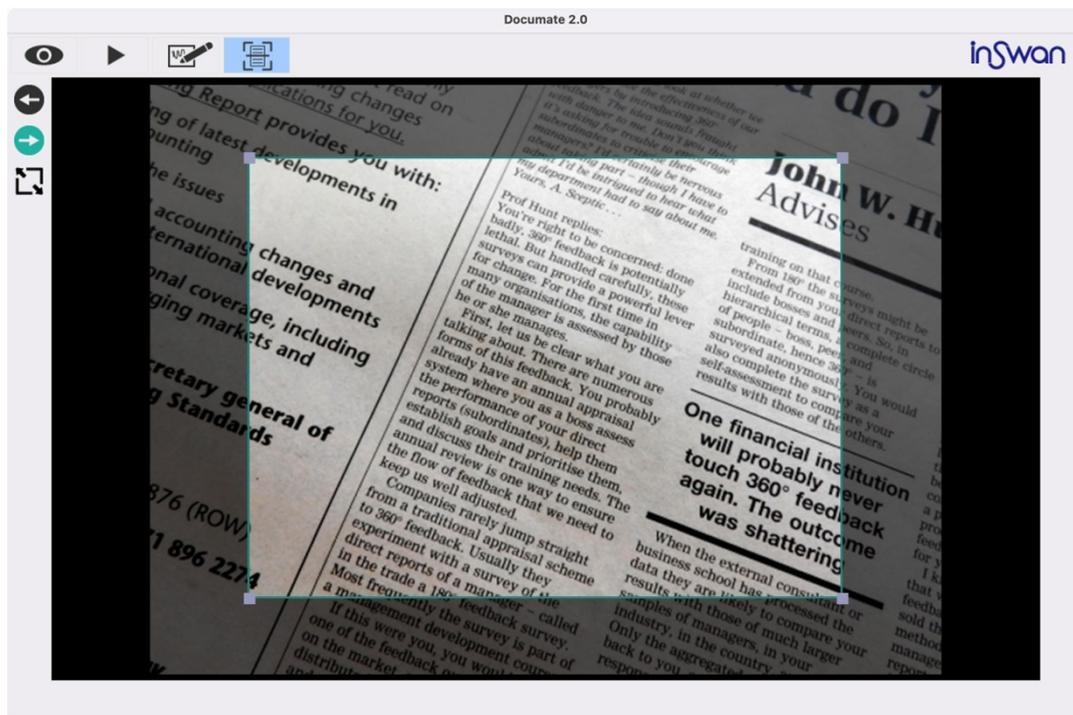
	<p><b>Setting</b> Once you click this icon, a small window pops up for you to choose the device (the default is Document camera), the format of the video and audio files, and the place where you</p>
---	--

	<p>would like to save the files.</p> 
	<p><b>Auto focus</b></p>
	<p><b>Zoom out</b></p>
	<p><b>Zoom in</b></p>
	<p><b>Brightness</b></p>
	<p><b>Rotate</b></p> <p>360° rotate the view</p>

## Step 2: Manual document crop adjustment

The highlighted box will show in the middle with which you can move around by dragging on that box. Check if the document is lined up as you wish. If not, drag on the circles at the four edges of the rectangular to cover the desired area. When you are satisfied with the cropped area, click the next button (→) and the backgrounds in the image will be automatically cropped out.

Or, you can click  to crop the whole area.



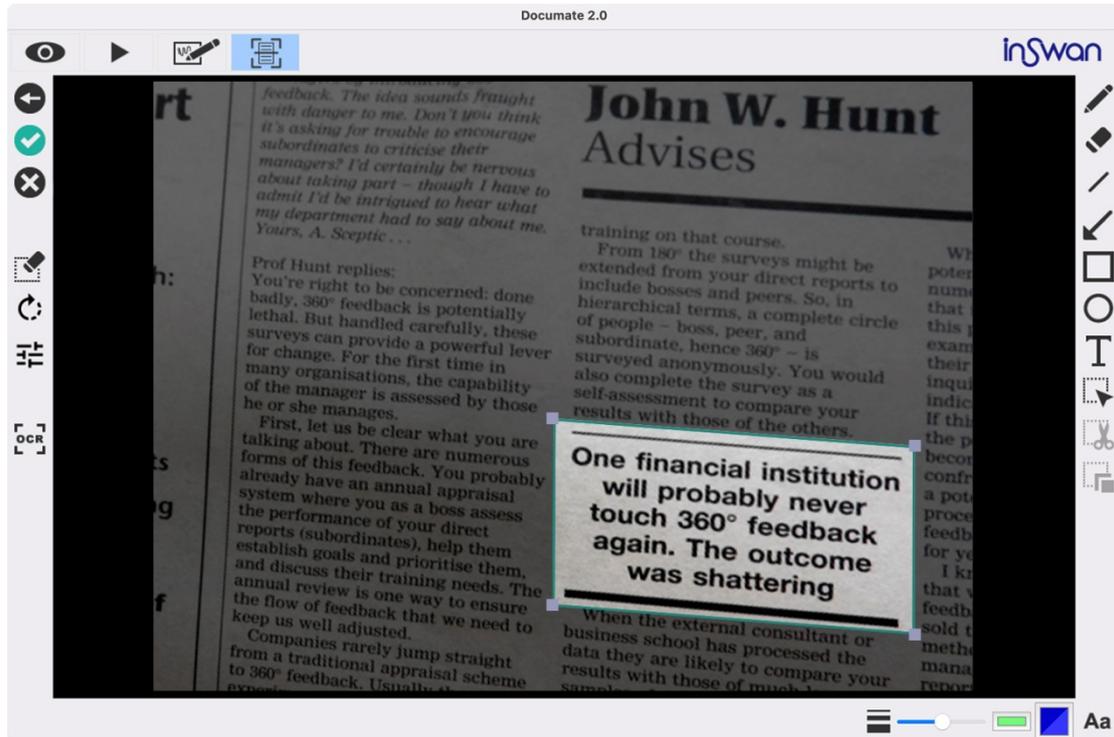
### Function icons on the left side

	<p><b>Back</b></p> <p>Return to previous stage</p>
	<p><b>Next</b></p> <p>Confirm cropped area is desired and go to the next stage</p>
	<p><b>Select All</b></p> <p>Crop full screen</p>

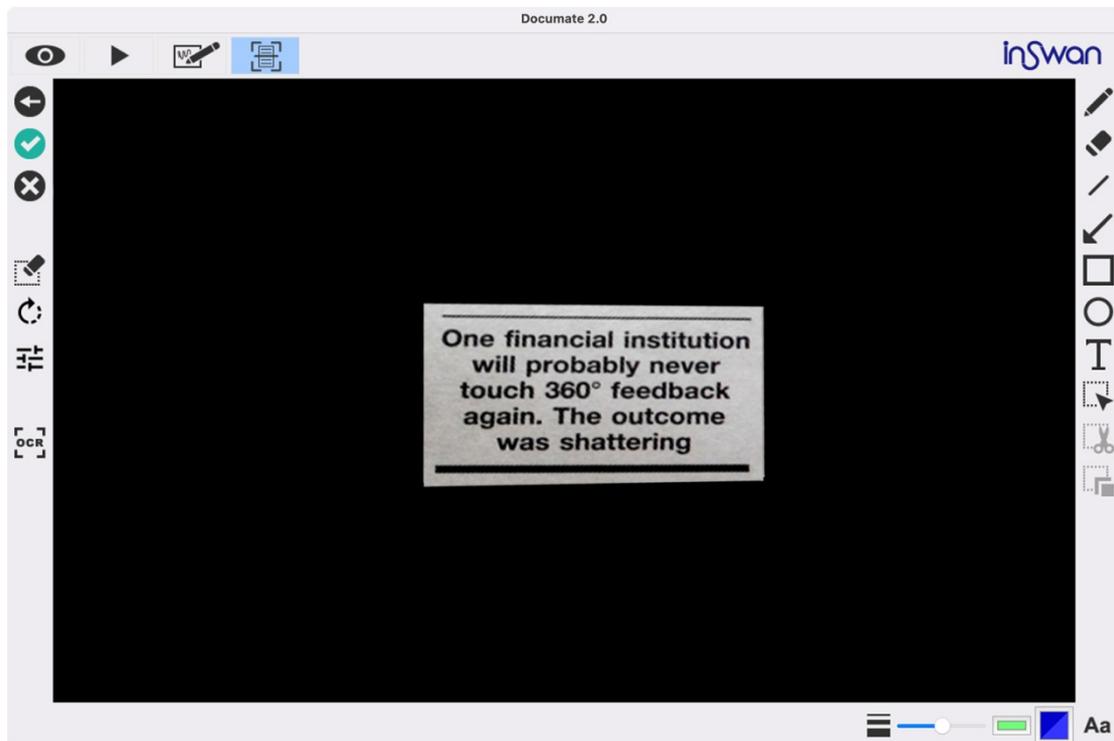
### Step 3: Enhance, add annotations, recognize characters, or simply export document

Images scanned and cropped will be automatically adjusted into a rectangular shape.

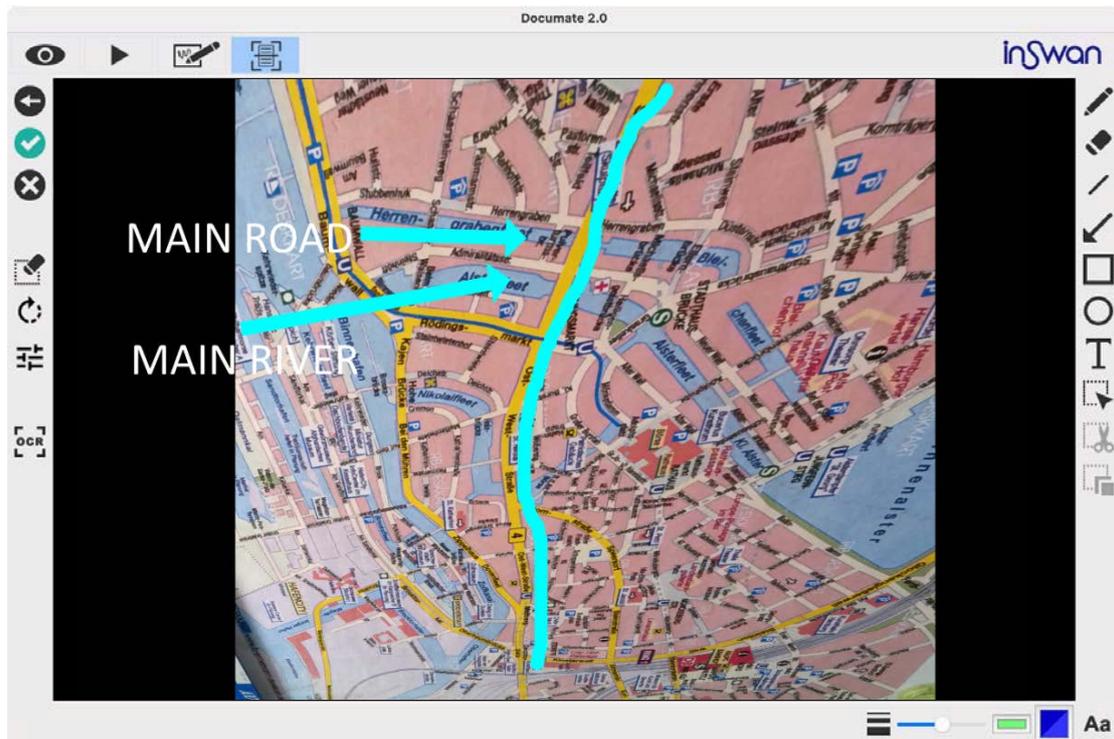
► Before:



► After:



Don't forget there are a variety of functions that provide you the chance to enhance your image, add annotations, or convert your image into text before exporting the scanned image!



### Function icons on the left side



	<p><b>Back</b></p> <p>Return to previous stage</p>
	<p><b>Confirm</b></p> <p>Export/save document to your computer</p>
	<p><b>Discard</b></p> <p>Add a new image to edit</p> <p><b>Note:</b> clicking on this icon will bring you <u>back to the first step</u>.</p> <p><b><u>Export the image you are editing before proceeding!!</u></b></p>
	<p><b>Erase all or erase selection area</b></p>
	<p><b>Rotate 90 degree</b></p>

	<h2>Enhance Image</h2> <p>Either Enhance image with Photo, Document, grayscale or inverse effects. Or adjust brightness, contrast, saturation or sharpness manually.</p>
	<h2>Optical character recognition</h2> <p>Convert the image into a searchable TEXT file. Click Run to scan and analyze your image. Select Primary and Secondary language if two languages both exist in the image.</p> <div data-bbox="432 633 1350 1234" style="border: 1px solid gray; padding: 5px;"> <p>OCR</p> <p>Text</p> <p>i spies sou nen ie 0 lsd a LL a EE Ca --- fy , Top 10Best Document Cameras Scanners Reviews and Buying Guide 2020 ie Fi a \ rr pet TR He A -r oa awe gop list Qo fos hfe 3 pearl ot gag Ae Top 10 Best Document Cameras Scanners o ... Reviews and Buying Guide In 2020</p> <p>Primary <input type="text" value="English"/> <input type="button" value="Re run"/></p> <p>Secondary <input type="text" value="English"/> <input type="button" value="Save"/> <input type="button" value="Exit"/></p> </div>

### Function icons on the lower bar

---

	<h3>Width</h3> <p>Choose the width for using freehand and other drawing function</p>
	<h3>Ink color</h3> <p>Choose the color for using freehand and other drawing function</p>
	<h3>Fill color</h3> <p>Choose the color for drawing function (except for using freehand and drawing a line)</p>
<h3>Aa</h3>	<h3>Fonts</h3> <p>Choose the font for the texts you add on</p>

### Function icons on the right side

	<b>Freehand</b> Draw and write at will
	<b>Eraser</b> Erase the notes or graffiti you add on
	<b>Line</b> Draw a line
	<b>Arrow</b> Draw an arrow
	<b>Rectangle</b> Draw a rectangle
	<b>Ellipse</b> Draw an ellipse
	<b>Text</b> Add the texts
	<b>Selection</b> Select the area for exporting, cutting, and copying function
	<b>Cut Out</b> Cut out the selection area and save in the clipboard
	<b>Duplicate</b> Copy and paste the area you select



If you have any questions, please feel free to contact us at [service@inswan.com](mailto:service@inswan.com).