

The logo for C-Pen 3.5 features a stylized blue arc on the left that curves around the letter 'C'. The text 'C-Pen 3.5' is written in a bold, blue, sans-serif font. A small registered trademark symbol (®) is located to the right of the word 'Pen'.

C-Pen[®] 3.5

User Manual

Thank you for choosing C-PEN™. With the C-Pen you may scan text and digits. Text editors, e-mail clients, business software and web browsers are all examples of programs able to receive text from the C-Pen. You can collect text from books, magazines, documents, invoices etc. simply by scanning the text with the C-Pen. The text will be inserted exactly where you want it. Just place the cursor in your favourite application and scan with the C-Pen.

Contents of the Box

- C-Pen 3.5
- USB® cable
- BLUETOOTH® transceiver
- Cradle
- Voucher (one free dictionary license)
- C-Pen CD-ROM with software and C-PAD™ (PDF file)
- Quick Start Guide

Before you start! Find out if your computer already is equipped with Bluetooth.

1. Install the C-Pen Core Software

IMPORTANT! Do NOT connect the C-Pen before the software is installed.

In the package you will find a CD-ROM which contains the installation program.

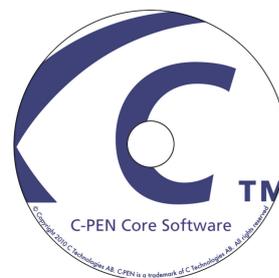
- Close all open applications on the PC.
- Insert the CD-ROM in your CD-ROM/DVD drive. The installation starts automatically. If the installation does not start, browse to your CD-ROM drive and double click the file **setup.exe**.
- Follow the instructions on the screen. A message is displayed when the installation is complete.
- The C-Pen Core software will automatically launch after the installation has been completed.

If you have lost the CD you can download the latest version of the C-Pen Core software directly from <http://www.cpen.com/latest>.

The C-Pen Core software is the main software that will make it possible to scan text to the cursor.

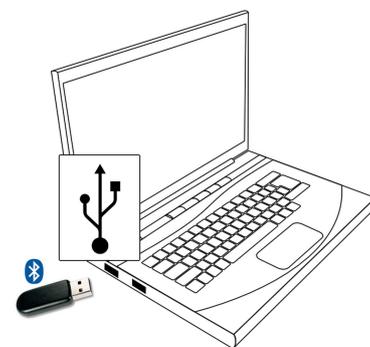
When the C-Pen Core software is started you will find the C-Pen tray icon in the Windows system tray. This icon indicates that the C-Pen Core software is running properly. See the image to the right.

More detailed information about the C-Pen Core software can be found in [Chapter 6](#).

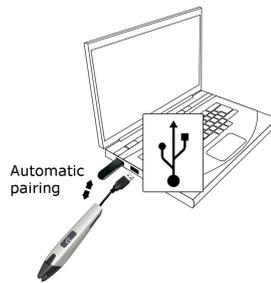
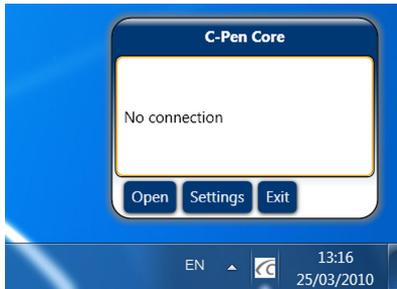


2. Connect the Bluetooth Transceiver

If your computer already has Bluetooth functionality with support for “Microsoft Bluetooth Stack” or “WidComm Bluetooth Stack” you can omit this step. However, in case of problems or if you do not already have any Bluetooth functionality on your PC you shall plug the included Bluetooth transceiver into a USB port on your computer. Wait for Windows to load the drivers.



3. Connect the C-Pen



There are two ways to connect your C-Pen to a computer. We strongly recommend that you use the first one.

- Alt. a. Connect the C-Pen to your computer via the included USB cable during the initial setup. This makes it easier to perform the Bluetooth pairing as the C-Pen Core software will automatically pair the C-Pen with your computer.
(It is also possible to open the C-Pen Core application and click on the button **Connect**.)
- Alt. b. Set the C-Pen in **Discoverable mode**. This is done through keeping the **Function button** of the C-Pen (see the image below) pressed in for 6 seconds when the C-Pen is “off”. Start to search for Bluetooth devices in the **Bluetooth Devices** in the **Windows Control Panel**. Connect to the C-Pen using the option **Use the passkey found in the documentation**. The passkey is 1234.

To see the connection status, point the mouse cursor at the C-Pen tray icon to display the C-Pen Core status window.

The C-Pen Core status window will display **Bluetooth connected** when a connection is established. You can now disconnect the USB cable and the C-Pen will stay connected via Bluetooth.

It is also possible to add the C-Pen as a Bluetooth device directly from your Windows operating system. The Bluetooth PIN code is 1234.

The internal C-Pen battery will be charged when the USB cable is connected. The battery status is displayed in the C-Pen Core status windows. (See the right-hand image above.)

4. How Do I Use the C-Pen?

The C-Pen Core software does not display the text you scan. The scanned text will be inserted at the cursor position. This means that you can scan text into any standard program.

This is an example on how to scan text into MS Word.

- First check that the C-Pen Core status windows reports that your C-Pen is connected.
- Start MS Word.
- Place the cursor where you want the text to appear. Do **NOT** click anywhere else as this will move the cursor and make your program window “passive”.
- Place the tip of the C-Pen a few millimetres before the first character of the text. Press the C-Pen gently towards the paper and start moving it along the text line. Try to keep a steady line! Lift the C-Pen from the paper when you have scanned the last character.
- The text you just scanned will instantly be inserted into MS Word.



The text is fully editable, e.g. you can change font type and size in MS Word to customise the text. There is a [video on the website](#) that describes how it works in more detail.

Note that there is a small automatic trigger at the tip of the C-Pen. This activates the scanning when the C-Pen is pressed against the paper. It is important that the trigger is pressed in during the complete scan. The automatic trigger is shown in the picture to the right.



5. Other Information

Switching the C-Pen On and Off

See [Chapter 8](#) for more information.

When USB Cable Is Connected

The C-Pen is always turned on when the USB cable is connected to a computer which is turned on.

The C-Pen will automatically turn off after 10 minutes if you turn off the computer.

When USB Cable Is Not Connected

To switch on the C-Pen when the USB cable is not connected, briefly press the **Function button**. The blue LED will be turned on for a short time and will then start to blink to display the current operational mode. (The location of the **Function button** and the blue LED can be found in the picture in [Chapter 4.](#))

To switch off the C-Pen keep pressing the **Function button** until the blue LED turns off (about 3 seconds).

Discoverable Mode

If you want to use Windows Bluetooth Manager/Bluetooth Devices to pair the C-Pen with your computer, you must first put the C-Pen in **Discoverable mode**. This will ensure that the C-Pen can be “seen” (discovered) by other Bluetooth devices (your computer).

To enter **Discoverable mode** turn the C-Pen “off”. Then press and hold the **Function button** for 6 seconds. When the blue LED starts to blink, the C-Pen is in **Discoverable mode**.

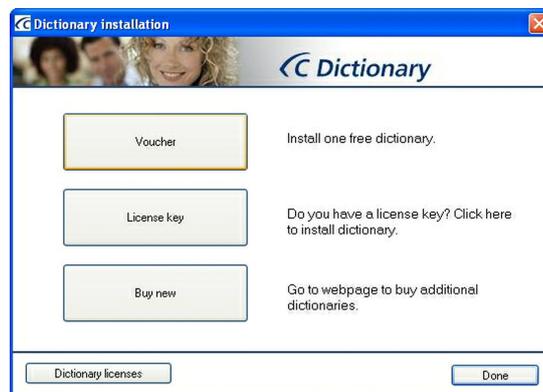
Voucher

A voucher is included in the purchase of your C-Pen and it can be found in the C-Pen package together with the Quick Start Guide. The voucher entitles you to one (1) free license of a C Dictionary. After a successful registration the voucher is no longer valid.

How do I register my voucher to get the free dictionary?

Please note that Internet access is required to complete the voucher registration.

- In the C-Pen Core software, click **Add-ons**.
- Click the button **Install** for the C Dictionary add-on. (A new installation will be downloaded, and launched automatically.)
- Double-click the icon **C Dictionary** on the Desktop to start the **C Dictionary add-on**.
- The **Dictionary Install Guide** is launched automatically if there is no dictionary installed previously. Otherwise click the button **Dictionary Install Guide** to start it manually.
- Click the button **Voucher** to register the voucher, download, and install the dictionary.
- Select the dictionary you want as your free choice and click **Next**.
- Enter voucher number, your e-mail address, and country. Click **Next**.
- Complete the form and confirm that the entered information is correct.
- The dictionary and license key will now be installed automatically. The voucher is no longer valid.



Battery

Connect the USB cable between the C-Pen and the computer to charge the internal battery in the C-Pen. We recommend that you use a high-power USB port on the computer. The computer must be turned on for the battery to be charged. The battery status is available via the status window and under **My C-Pen** in the C-Pen Core software.

To fully charge the battery, let the C-Pen charge until the battery status shows 100%. We recommend that you keep charging for another 30 minutes. The battery reaches its full capacity after it has been fully discharged and charged a few times.

6. C-Pen Core

The C-Pen Core software must be started to use the C-Pen. C-Pen Core is the main software that will connect to your C-Pen and send the scanned text to the cursor.

The C-Pen Core tray icon indicates that the program is running.

NOTE! Tray icons may be hidden by the operating system depending on your settings. If you cannot see the icon, check the icons that are hidden by Windows.



To start the C-Pen Core program, click the C-Pen Core Starter icon on your desktop.

A shortcut to C-Pen Core software is also placed in the Windows Startup folder. The software will therefore start automatically each time you start the computer. To remove the autostart feature, simply delete the C-Pen Core shortcut from Windows Start ⇒ Program ⇒ Startup.

When you close the C-Pen Core Window the program is minimised to the system tray. It is still active and will continue to work with the C-Pen.

By keeping the mouse pointer over the system tray icon the C-Pen Core Status window will appear.

To launch the C-Pen Core Window, click **Open**.

To launch the C-Pen Core Windows and directly go to the settings, click **Settings**.

To exit C-Pen Core software completely, click **Exit**.

A sub-menu is available in the left part of the C-Pen Core main window. Each sub-menu item is explained below.

My C-Pen

In **My C-Pen** you will find general information about the C-Pen Core software.

The C-Pen must be connected to your computer to see information about C-Pen model, battery status, firmware version and serial number.

Bluetooth Status

Host Bluetooth Status displays the current Bluetooth status of your computer. The status must be **OK** to get a successful Bluetooth connection with the C-Pen 3.5.

C-Pen Bluetooth Status displays the current Bluetooth status of the C-Pen 3.5. If the computer (host) and the C-Pen are Bluetooth connected, the displayed status is **Connected**.

When connecting the C-Pen via USB, the software will automatically try to make a Bluetooth connection to the C-Pen. You can also click the button **Connect** to connect them.

Settings

In **Settings** it is possible to create and use different profiles.

Create a new profile by clicking the button **Create new profile** and then add a name for this profile. Specific settings can be assigned to each profile. The settings are automatically saved.

Each profile will get its own tab at the top. To activate a specific profile, click the profile tab and click the checkbox **Use this profile**.

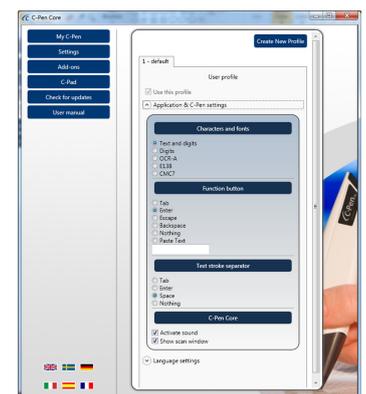
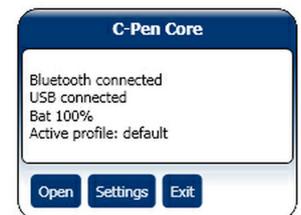
Applications and C-Pen Settings

Characters and fonts

Defines the type of characters you want to scan; Text and digits, Digits, or any of the special fonts.

Function button

Defines what should happen in the document when the C-Pen **Function button** is pressed. For example, if you select **Enter**, the cursor will move to a new blank row in the document when you press the **Function button** (corresponding to pressing **Enter** on the keyboard).



Text stroke separator

The **Text stroke separator** defines what should separate two pasted texts in the document. That is where the cursor should jump after text is pasted (C-Pen is lifted). For example, if you select **Space**, there will be a space between the text pasted and the next pasted text.

C-Pen Core

Select the checkbox **Activate sound** to hear a click sound for a successful scan. A double click sound is heard when the scan is unsuccessful.

Select the checkbox **Show scan window** to activate the on-screen message that indicates when the scan occurs.

Language Settings

It is important that you select language according to the text you are about to scan.

If the document is written in e.g. Swedish, make sure to select Swedish as input language. A correct language setting will improve the OCR result.

All available language

A list of all available input languages.

Selected input languages

Displays a list of the currently selected languages.

Use **drag and drop** to move a language from one list to the other. You can also select a language in the list **All available languages** and click the button **arrow down** to move it to the list **Selected input languages**.



Add-ons

The C-Pen Core Add-on **API** allows any compliant application to “connect” to C-Pen Core, create its own specific Scan Profile, and receive the scanned text directly without having to be concerned about which application is on top on your desktop or where the text cursor is positioned.

You can use C-Pen with almost any text enabled application, but to make it even easier we provide Add-on applications that work seamlessly with the C-Pen Core software. Without having to be the selected and active application on your desktop it still receives all text and data scanned with the C-Pen.

In the list of available add-ons, click the button **Install** to download and install the add-on.



C-Pad

C-PAD™ is a control pad for the C-Pen Core software. With C-Pad you easily enter special characters and commands without releasing C-Pen from your hand. The C-Pad is provided as a PDF and is easily printed on a regular printer.

- **URL** section: Create your own URL shortcuts and open them in your browser with a simple click.
- **EDIT** section: Use to edit text.
- **USER** section: Configure keystroke(s) to be inserted at the text cursor position or define any other combination of keyboard commands. See below for more details.
- **SCROLL** section: Emulate scrolling up/down/left/right.
- **PROFILE** section: Easily change to another scan profile by “clicking” any of the **Profile** buttons.
- **NUMPAD** section: Use the numpad to enter numbers at the text cursor position.
- **FUNCTION** section: Contains various functions.
- **MOUSEPAD** area: Enables mouse pointer movements. The C-Pen **Function button** emulates left-click when the C-Pen is on this surface.



Programming C-Pad USER buttons

Use any of the five configurable active buttons on C-Pad to send keystrokes and keystroke combinations. Each key is represented by one or more characters. Use the character itself to specify a single keyboard character. For example, to represent the letter A, enter the value: A in the text box to the right of the label User 1. To represent more than one character, append each additional character to the one preceding it. To represent the letters A, B, and C enter ABC in the User 1 text box. To send the text to the cursor or simulate the keystroke combination in the User 1 text box field “click” the active button with your C-Pen.

The plus sign (+), caret (^), percent sign (%), tilde (~), and parentheses () have special meanings. To specify one of these characters, enclose it within braces ({}). For example, to specify the plus sign, use "{+}". To specify brace characters, use "{{}" and "}}". Brackets ([]) must be enclosed in braces.

To specify characters that are not displayed when you press a key, such as ENTER or TAB, and keys that represent actions rather than characters, use the codes in Table 1.

To specify keys combined with any combination of the SHIFT, CTRL, and ALT keys, precede the key code with one or more of the following codes.

Key	Code
SHIFT	+
CTRL	^
ALT	%

To specify that any combination of SHIFT, CTRL, and ALT should be held down while several other keys are pressed, enclose the code for those keys in parentheses. For example, to specify to hold down SHIFT while E and C are pressed, use "+(EC)". To specify to hold down SHIFT while E is pressed, followed by C without SHIFT, use "+EC".

To specify repeating keys, use the form {key number}. You must put a space between key and number. For example, {LEFT 42} means press the LEFT ARROW key 42 times; {H 10} means press H 10 times.

Check for Updates

When clicking *Check for updates* the software will connect to the C-Pen web page to check for new versions.

User Manual

When clicking *User Manual* you will download the latest version of the user manual directly from the C-Pen web page.

7. Troubleshooting

The CD-ROM does not start when I insert it into my CD-ROM/DVD drive

If the installation program does not start automatically, open Windows Explorer and double-click the CD-ROM icon. Locate the *setup.exe* and double-click it to start the installation.

If you have lost the CD you can always download the latest version of the C-Pen software directly from <http://www.cpen.com/latest>.

Which texts can I scan?

You can scan printed text with a standard modern font. Font sizes between 5 and 22 points are supported. Scanning texts with an image background will not work. There must be a clear difference in contrast between the text and the background to get good character recognition. A glossy surface may cause reflections and affect the OCR.

Is handwritten documents supported?

No! C-Pen will not recognise a handwritten text.

My computer does not recognise C-Pen when I connect it to the USB

The latest C-Pen software is available at <http://www.cpen.com/latest>.

The drivers included in the latest C-Pen software are certified by Microsoft to ensure compatibility with Windows XP, Windows Vista (32 bit and 64 bit), and Windows 7 (32 bit and 64 bit).

If there is a problem for Windows to automatically detect the drivers, use Windows Device Manager to manually point out the correct drivers. The correct drivers are by default installed on your hard drive in the folder *C:\Program Files\C Technologies\C-Pen Core\UsbDriver*.

Table 1. Activate application using keystrokes.

Key	Code
Backspace	{BACKSPACE}, {BS}, or {BKSP}
Break	{BREAK}
Caps Lock	{CAPSLOCK}
Del or Delete	{DELETE} or {DEL}
Down Arrow	{DOWN}
End	{END}
Enter	{ENTER} or ~
Esc	{ESC}
Help	{HELP}
Home	{HOME}
Ins or Insert	{INSERT} or {INS}
Left Arrow	{LEFT}
Num Lock	{NUMLOCK}
Page Down	{PGDN}
Page Up	{PGUP}
Print Screen	{PRTSC} (reserved for future use)
Right Arrow	{RIGHT}
Scroll Lock	{SCROLLLOCK}
Tab	{TAB}
Up Arrow	{UP}
F1	{F1}
F2	{F2}
F3	{F3}
F4	{F4}
F5	{F5}
F6	{F6}
F7	{F7}
F8	{F8}
F9	{F9}
F10	{F10}
F11	{F11}
F12	{F12}
F13	{F13}
F14	{F14}
F15	{F15}
F16	{F16}
Keypad add	{ADD}
Keypad subtract	{SUBTRACT}
Keypad multiply	{MULTIPLY}
Keypad divide	{DIVIDE}

Some characters are not correctly recognised

Make sure that you have selected the correct scan language in the C-Pen software settings.

Also try scanning at different speeds. If you are scanning slowly you may get a better result by increasing the scan speed.

What is a voucher?

A voucher entitles you to get something for free. In this case it will give you one (1) free license for a C Dictionary. After installing the C Dictionary Add-on you can select the desired dictionary and register the voucher to get the dictionary for free. The license key will be installed automatically. After that the voucher can't be used anymore. However, you can always unlock the dictionary manually with the license key.

I get a message that C-Pen Core is already running

This message will appear if you are starting the C-Pen program when the program is already running. Only one program can connect to your C-Pen.

To find the C-Pen software that is already running, take a look at the system tray to find the C-Pen tray icon. Windows may hide tray-icons depending on your settings.

The same message can appear if you have two different C-Pen programs installed on the computer.

If you have both a new and old version of the C-Pen program installed, it is recommended that you uninstall the old version.

I cannot connect via Bluetooth

The Bluetooth Status is displayed in the C-Pen Core software (under ***My C-Pen***).

Host Bluetooth Status must be OK to get a successful connection. If anything else is displayed, start by checking which Bluetooth stack that is implemented on your computer. To check it, go to the device manager and review all Bluetooth related information. Normally this information is displayed in the ***Bluetooth Devices*** or ***Bluetooth Radios*** category. Review it's properties to get more detailed information.

Supported stacks are: Microsoft Bluetooth stack and Widcomm Bluetooth stack.

Why do I need the USB cable to connect via Bluetooth?

When using the USB cable, the C-Pen Core software can read the B address of the C-Pen and automatically pair and connect via Bluetooth. If it does not connect automatically, just click the button ***Connect***. When C-Pen Core displays ***C-Pen Bluetooth Status = Connected*** you can remove the USB cable. The C-Pen will still be connected via Bluetooth.

If you are always using the same computer the C-Pen will automatically connect to this computer each time you start the C-Pen. There is no need to connect the USB cable again to make a Bluetooth connection, unless you have paired the C-Pen with another computer. (The C-Pen will remember which computer it was last connected to, and will automatically try to find this computer again when it is started the next time.)

8. On and Off Modes

USB Connected

The C-Pen is always turned on when the USB cable is connected to a computer which is turned on.

The C-Pen will automatically turn off after 10 minutes if you turn off the computer.

Not USB Connected

The functions below are only available when the C-Pen is not connected to the computer via USB.

On

Press the ***Function button*** briefly to start the C-Pen.

Off

Press and hold the ***Function button*** for 3 seconds to turn the C-Pen off.

Auto Off (10 min)

If the C-Pen is turned "on" and there is no connection to the host computer the C-Pen will automatically turn "off" after 10 minutes.

Auto Off (60 min)

If the C-Pen is turned “on” and connected via Bluetooth to the host computer it will stay on. However, if you do not scan anything for 60 minutes the C-Pen will turn “off”.

Reset

To reset the C-Pen, keep the **Function button** pressed (during “on”) for 14 seconds.

Discoverable Mode

If you want to use Windows Bluetooth Manager/Bluetooth Devices to pair the C-Pen with your computer, you must first put the C-Pen in **Discoverable Mode**. This will ensure that the C-Pen can be seen (discovered) by other Bluetooth devices (e.g. your computer).

To enter **Discoverable Mode** first turn off the C-Pen. Then press and hold the **Function button** for 6 seconds. When the blue LED starts to blink, the C-Pen is in **Discoverable Mode**.

The Bluetooth PIN of the C-Pen 3.5 is 1234.

LED

The blue LED of the C-Pen indicates if the C-Pen is “on” or “off”. It will also indicate the current operational mode according to the table below.

LED Status	Operational Mode
No LED	Off
LED turned on or blinking	On
LED blinking 1 time every third second	Bluetooth connected
LED blinking 3 times per second	Searching for Bluetooth host
LED blinking 1 time per second	Discoverable mode
LED blinking rapidly	Sending data