Barcode Scanner Configuration page

This should program any 3800 series scanner made by HHP, HandHeld, WelchAllyn, etc to work with both Workflows and Evergreen

Pioneer library system

Preparation:

1. The computer the scanner is attached to must be powered on. No particular program needs to be running to complete the configuration

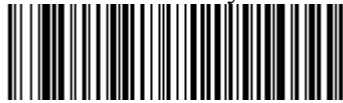**2.** Print this document (preferably using a laser printer)

Start here if you have a **USB Scanner** (Connects to the computer with a thin rectangular plug)

3a. Factory Defaults - Resets your scanner to default settings.

4a. USB Interface - Programs the scanner to work as a USB Keyboard

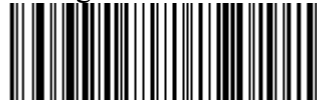**5a. Keyboard Emulation** - Programs the scanner to work without an external keyboard.

6a. Carriage Return Suffix - Programs the scanner to add an Enter key signal after each scan.

Start here if you have a **PS2 Scanner** (Connects to the computer with a round plug and has a second plug to connect a keyboard to the computer **through** the scanner)

3b. Factory Defaults - Resets your scanner to default settings.

4b. Keyboard Emulation - Programs the scanner to work without an external keyboard.
ONLY USE if your keyboard plugs **DIRECTLY** into your computer.
DO NOT USE if your keyboard connects to the computer **THROUGH** your scanner.

5b. Carriage Return Suffix - Programs the scanner to add an Enter key signal after each scan.

6b. Restart the computer – You **must** restart your computer for these changes to take effect

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This section is the same for both USB and PS2 Scanners.

7. Scan Modes (Optional)

Auto Trigger: (for scanners with stands) Hands free, LED always on, Scans continuously at full power.	**Presentation Mode** (for scanners with stands) Hands free, LED's are off until a bar code is presented.	**Manual Trigger** (for hand held scanners) Pull the trigger to activate the scanner.

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8. Test scanner programming – Scan this barcode into Notepad twice. If it writes TEST123 to Notepad on two separate lines, you have successfully configured your barcode scanner. If not, repeat steps 3-7, reboot the computer and try this step again. If it still doesn't work, call PLS and speak to Aaron.

TEST123