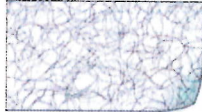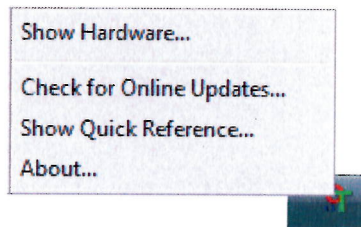# Cleaning Your Scanner

If calibration does not resolve any image quality issues you are seeing, you may need to clean the scanner.

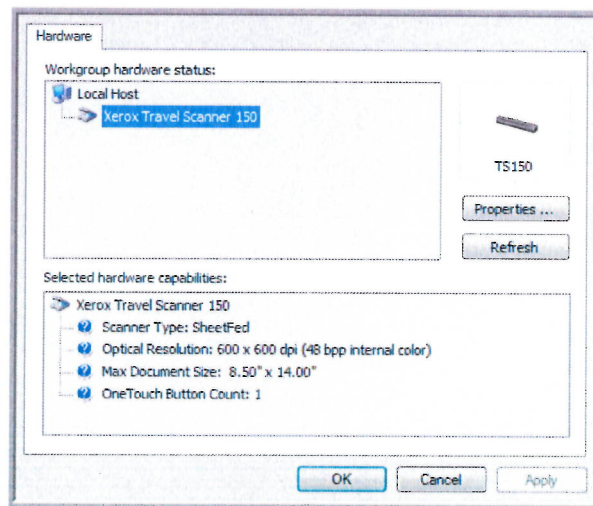You will need to have the scanner's cleaning sheet ready.

To clean the scanner:

1. Right-click on the One Touch icon and choose **Show Hardware** from the pop-up menu.
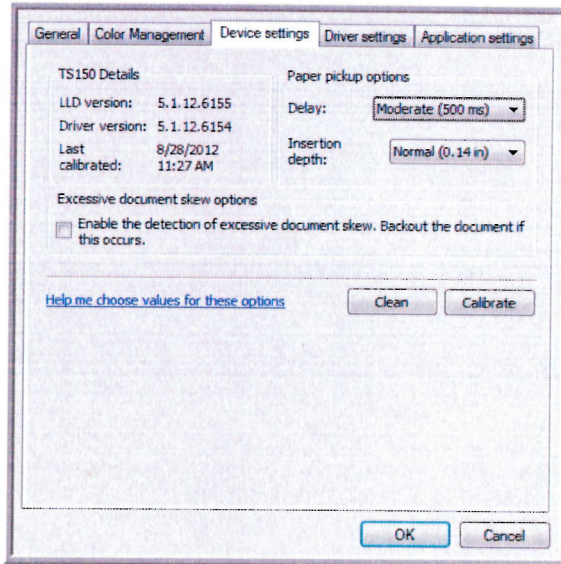

2. The Hardware Properties dialog box opens and shows information about your Xerox scanner.
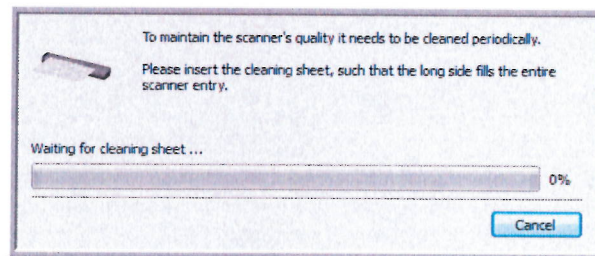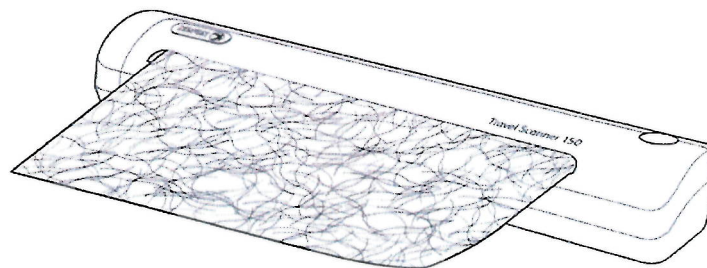

3. Click the **Properties** button.

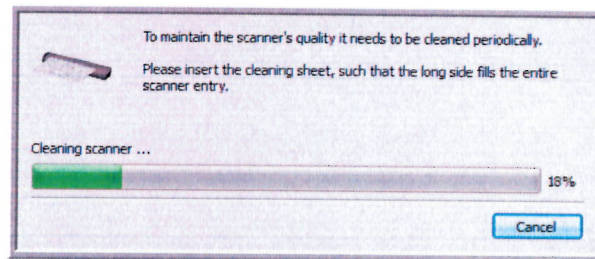4.   Click on the **Device Settings** tab.

5.   Click on the **Clean** button to start the cleaning utility.

6.   Place the cleaning sheet in the scanner.

7. The scanner pulls in the cleaning sheet. The scanner will move the cleaning sheet back and forth during cleaning.

8. When cleaning is complete the scanner will clear the cleaning sheet out of the scanner. Remove the cleaning sheet when the utility prompts you to. Do not forcefully pull the page out of the scanner, the scanner will release the page when it has fully exited out of the scanner.

Cleaning from the Windows Control Panel:

If you did not install One Touch during the initial installation of the scanner driver, please follow these steps to open the scanner's hardware properties.

- **Windows 7**—from the Windows Control Panel, open **Hardware and Sound** and then **Devices and Printers**.
  Right-click on the scanner and then select **Scan properties** from the list. Click **Yes** if you are prompted by the Windows User Account Control to confirm that you want make changes to the system settings.

- **Windows Vista**—from the Windows Control Panel, open **Hardware and Sound** and then **Scanners and Cameras**.
  Click on the scanner icon then click on the **Properties** button. Click **Yes** if you are prompted by the Windows User Account Control to confirm that you want make changes to the system settings.

- **Windows XP**—from the Windows Control Panel when in category view, open **Printers and Other Hardware** and then **Scanners and Cameras**.
  Right-click on the scanner and then select **Properties** from the list.

Additional Cleaning Method

The standard cleaning method for your scanner is to use the dry cleaning sheet in the scanner. If lines, smudges or blurry areas are still in the scanned image you can try cleaning the scanner with Isopropyl rubbing alcohol.
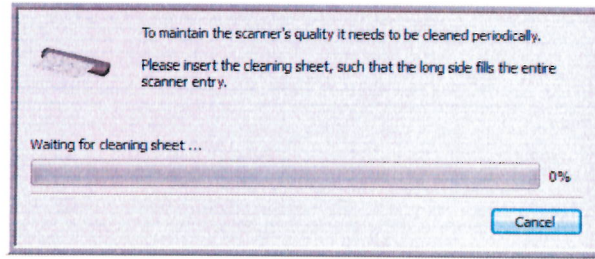
Please use caution when cleaning the scanner and take appropriate care to prevent injury, skin irritation or damage to the scanner.

- Scanner cleaning sheet.
- A bottle of 70% solution Isopropyl rubbing alcohol.
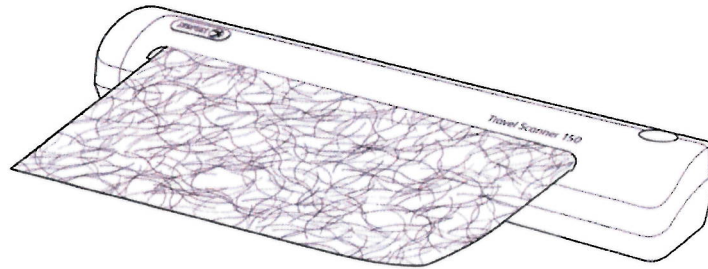- Protective rubber or latex gloves.
- Protective eye glasses.

Cleaning the scanner using rubbing alcohol:

1. Dampen the cleaning sheet with the Isopropyl rubbing alcohol.
   Try to dampen the cleaning sheet only in the area where the problem exists in the image. For example, if the line or smudge in the image appears in the center of the scan, dampen cleaning sheet in the center.
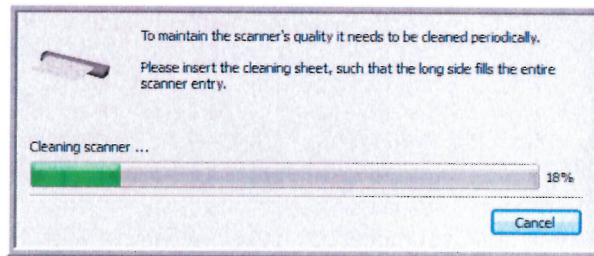   Only dampen one side of the cleaning sheet.

2. Click on the **Clean** button to start the cleaning utility.

3. Place the cleaning sheet in the scanner. Place the damp side *face down*.

4. The scanner pulls in the cleaning sheet. The scanner will move the cleaning sheet back and forth during cleaning.

5. When cleaning is complete the scanner will clear the cleaning sheet out of the scanner. Remove the cleaning sheet when the utility prompts you to. Do not forcefully pull the page out of the scanner, the scanner will release the page when it has fully exited out of the scanner.