

# Manual Maintenance of Cézanne FT-S5500 scanner.

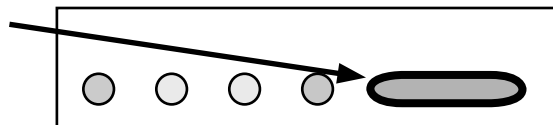
## • Locking the Scanner

If you need to move the Cézanne even a small distance it is important that it has been set to the LOCK position before it is moved.

This can be done using the FT-S Maintainer software from your Mac, but there are situations when you need to be able to lock the scanner when it is not connected to a Mac, or the Maintainer software is not functioning properly.

### To lock the Scanner manually:

1. Turn off the Scanner using the power button at the bottom left of the scanner, (underneath the Tray Cover) and leave for about 30 seconds.
2. Hold down the button at the right hand side of the front of the scanner to the right of the four lights , and reach around to the power switch at the side of the scanner and turn it on. Leave your finger on the front button for about 30 seconds until you hear a 'beep'. The 'beep' noise will stop when you let go of the front button.



3. The lights to the left of the front button will start to flash through a sequence, starting with the (second) red light, then cycling through to the (third) amber light, then onto the (fourth) right hand green light, before starting the sequence again.

As soon as the red light is on, press the front button. This selects *“locking”* mode.

4. The scanner will start to move the lens, and CCD mechanism (and all the other delicate bits) into the lock position. This can take a few minutes.
5. Check that the scanner is in the locked position by pulling down the front cover of the scanner and looking for a bolt that extrudes through one of the holes at the bottom right of the scanner front, between one of the shipping plates.

***You can now safely move the scanner without damaging any components.***

6. To unlock the scanner and get it back and ready to work, turn it off using the power button, then turn it back on again. This time don't hold down the button positioned on the front of the scanner. The scanner will now be ready to operate again.

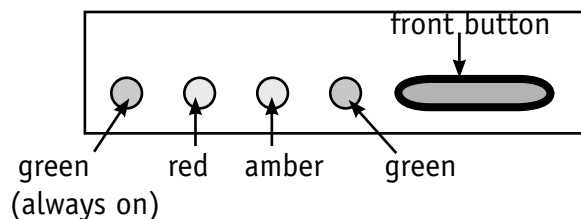
## • Cleaning the Scanner Mirror

**To manually access the mirror within the scanner without using the FT-S Maintainer Software you will need to follow the same procedure as above.**

1. Turn off the Scanner using the power button at the bottom left of the scanner, (underneath the Tray Cover) and leave for about 30 seconds.
2. Remove the glass tray on the top of the scanner bed.
3. Close the scanner lid.
4. Hold down the button at the right hand side of the front of the scanner to the right of the four lights , and reach around to the power switch at the side of the scanner and turn it on. Leave your finger on the front button for about 30 seconds until you hear a 'beep'. The 'beep' noise will stop when you let go of the front button.

## • Cleaning the Scanner Mirror – continued...

- The lights to the left of the front button will start to flash through a sequence, starting with the (second) red light, then cycling through to the (third) amber light, then onto the (fourth) right hand green light, before starting the sequence again.



As soon as the right hand green light is on, press the front button. This selects **“all screws but three”** mode. So you can access the screws that hold the back light and metal plate in the correct position.

- Use a Phillips screwdriver to undo all the screws you can see, that hold down the backlight and metal tray.
- Close the lid of the scanner again, and when the amber light is on, on the front panel, press the front button.

This moves the scanner tray into the **“three remaining screws”** mode.

- Undo the three remaining screws at the left hand side of the scanner bed.
- Move the scanner back into the **“all screws but three”** position. (press front button whilst green button is on), and remove the metal plate.
- Lift the front edge of the back light unit - using the back edge as a ‘hinge’- so that you can get at the mirror at the left hand side (positioned underneath the lamps on your scanner), taking care not to damage the very fine fluorescent tubes to the left and right hand side of the back light area, as these tubes are very delicate and very expensive!

- Take a photographic lens brush (one with a small air bag attached to blow dust away) and gently wipe the surface of the mirror, being careful not to scratch it at all.  
For smears and grime you can wipe the mirror with a lint free cloth and any lemon or vinegar based window cleaning solution. Screen UK recommend optical wipes that have been impregnated with lens cleaning solution. (Opticians sell them). Avoid any glass cleaner that leaves smears of any kind.

- Once you have cleaned the mirror, drop the backlight unit down carefully, making sure that all the holes for the screws are aligned properly.
- Replace the metal tray that hold the grid and backlight into position, getting all the screw holes properly aligned, then replace all screws but three. (Your scanner should already be in the correct position to do this - if not you need to press the button on the front of the scanner as the right hand green light is on, to get the scanner in the correct position, see step 5 above).
- Get the scanner bed back into the **“remaining three screws”** position, (press the button on the front of the scanner as the amber light is on, to get the scanner in the correct position, as before).
- Replace the remaining three screws. Switch the scanner off, and back on again without holding down the front button to get the scanner bed back in the correct position.
- Replace the glass tray. Your scanner is now ready to use.

**NB:** Do not attempt this procedure unless you feel confident to do it correctly, and have been shown how by a Screen Engineer.