

Scanning with the Wolverine F2D Mighty Scanner

The Wolverine F2D Mighty Scanner will help you convert the following photographic media into a digital JPEG file:

- 35mm Slides Negatives including 35mm Archival film
- 127, 126 KPK 110 Slides and Negatives
- Frames from 8mm Super 8 movie Reels

***NOTE if you are uncertain what type or size film you are scanning please ask a genealogy department staff member for assistance.**

The following is a step-by-step guide that will walk you through how to use the Wolverine F2D Mighty Scanner. After following the steps in the **BASIC SETUP** you can jump to the relevant sections depending on the type of media you are trying to scan, using the tabs to the side.

35mm and 110 mm Slides (go to page 3)

Negatives (go to page 8)

8mm / Super 8 movie reels (Please see genealogy librarian for assistance)

Transferring to Computer/ USB (go to page 13)

Clean up / Final Steps (go to page 21)

BASIC SETUP

1. Familiarize yourself with the Wolverine scanner. The front has a display screen and buttons for operation and navigation as well the entry for the 8mm/super 8 movie reel adapter. The back has an SD/SDHC card reader port (📁), a mini USB port (🔌) and the exit for the movie reel adapter. The **RIGHT** side is the entry port for other media adapters, with the exit being on the **LEFT** side.



FRONT of Scanner



BACK of Scanner



RIGHT side of Scanner

2. To power on the scanner follow the following steps:
 - a. Plug the small end of the USB cable into the mini USB port on the back of the scanner.
 - b. IF saving files directly to your laptop OR if you are planning on saving the files to flash drive, plug the large end of the USB cable into the USB port on your laptop or the department computer respectively.
 - c. IF saving files to a SD or SDHC card, plug the large end of the USB cable into the black AC adapter and then plug the adapter into a power outlet. Also load the SD / SDHC card into the card reader on the back, with the gold contacts FACING UP. Press the card into the card reader slot until it clicks into place.
 - d. Locate the **POWER** button on the front of the scanner and press once to power on the device.
3. Device is fully powered on once you see the screen the says **FILM TYPE**



4. Locate the **CLEANING BRUSH** tool in the pouch.



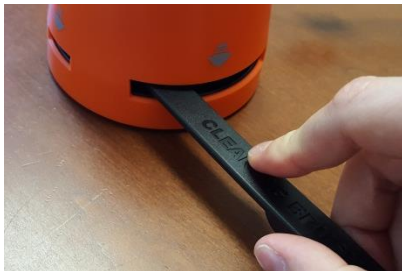
5. Insert **CLEANING BRUSH** tool with the **felt side DOWN** into the **RIGHT** entry on the right side of scanner.



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6. Gently slide the **CLEANING BRUSH** tool from left to right inside the scanner to remove any dust from the glass tray located inside.



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7. Remove **CLEAN BRUSH** tool and put it back inside pouch.

NOTE it is recommended that you always clean the glass tray before scanning a batch of images in order to remove dust that might impact the image quality.

SCANNING 35mm and 110mm slides

Large Slides (35mm, 126, 127)

1. Remove the adapter labeled **SLIDE ADAPTER** from the pouch.
2. INSERT **SLIDE ADAPTER** into the entry port on the **RIGHT SIDE** of the scanner. Push the adapter in all the way until it clicks and stops



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3. The display screen should display **FILM TYPE**. If not, click the **RIGHT** or **LEFT** buttons until it displays **FILM TYPE**. Then click the **OK** button.



4. The next screen allows you to select which film type. USE the **RIGHT** or **LEFT** buttons until the screen displays **SLIDE POSITIVE**. Then press the **OK** button to continue.

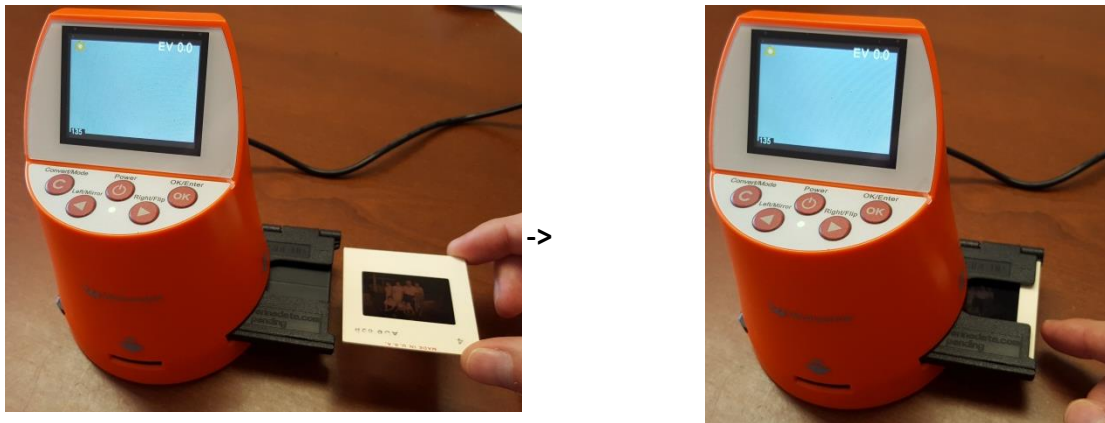


5. The next screen allows you to select the **SLIDE SIZE**. USE the **RIGHT** or **LEFT** buttons until the correct size is highlighted in **RED** (135 for 35mm; 127 VPK for 127; 126 KPK for 126). Then press the **OK** button to continue.



6. The camera will turn on and the screen will appear white.

7. Insert the first slide into the **SLIDE ADAPTER** on the right side of the scanner. Make sure that the slide is facing the correct way in order to avoid inverted and mirrored images. Push the slide in as far as possible.



8. Insert a second slide into the **SLIDE ADAPTER**, and use it to push the first slide into place. The slide should appear on the display screen.



9. Once the slide appears centered in the screen, press the **CONVERT** button (C) and then the **OK** Button (OK) to save the image.
10. Insert a next slide into the SLIDE ADAPTER on the right. The first slide will slide out and the next slide will move into place on the view screen. Again, press the **CONVERT** button (C) followed by the **OK** button to scan and save the image.



11. Continue to follow step 10, inserting slides until all have been scanned or until you receive a MEMORY FULL error (the machine's memory can store about 35-40 images at a time).
12. If scanning to SD CARD ONLY: Press the **POWER** button to turn off device, and remove your SD card by pressing in gently until it ejects from the back.
13. If transferring to computer or flash drive, jump to section **TRANSFERING TO COMPUTER/ USB** on page 13.

Small Slides (110mm)

1. Remove the adapter labeled **SLIDE ADAPTER** and the **110 SLIDE INSERT** from the pouch.
2. Open the **SLIDE ADAPTER** following the pictures below



- A. Hold **SLIDE ADAPTER** with left thumb on the bottom left edge, and right thumb on the top right edge.



- B. Twist by pressing left thumb down, right thumb up, until the bottom left corner of case raises up.



C. Slide left thumb to the right to pop open the case.



D. Lift case cover until it's completely open.

3. Insert the **110 SLIDE INSERT** into **SLIDE ADAPTER** lining in into the inside grooves.



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4. Close **SLIDE ADAPTER** case.

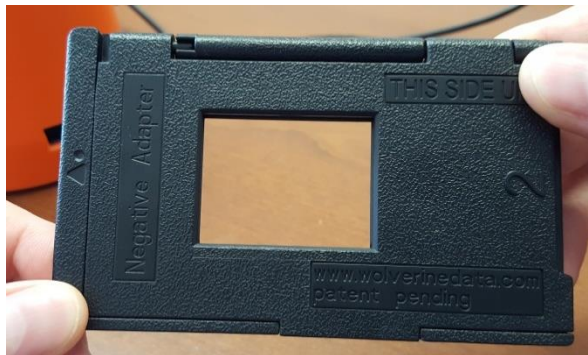


5. INSERT **SLIDE ADAPTER** into the entry port on the **RIGHT SIDE** of the scanner. Push the adapter in all the way until it clicks and stops.
6. The display screen should display **FILM TYPE**. If not, click the **RIGHT** or **LEFT** buttons until it displays **FILM TYPE**. Then click the **OK** button.
7. The next screen allows you to select which film type. USE the **RIGHT** or **LEFT** buttons until the screen displays **SLIDE POSITIVE**. Then press the **OK** button to continue.
8. The next screen allows you to select the **SLIDE SIZE**. USE the **RIGHT** or **LEFT** buttons until the correct size 110 is highlighted in **RED**. Then press the **OK** button to continue.
9. The camera will turn on and the screen will appear white.
10. Follow steps 7 thru 13 under **LARGE SLIDES**; the process is the same.
11. Once finished, please remove **110 SLIDE INSERT** from **SLIDE ADAPTER** case and return both items to the pouch. Thank you

SCANNING NEGATIVES

Large Negatives (35mm, 126, 127)

1. Remove adapter labeled **NEGATIVE ADAPTER** from pouch.



2. INSERT **NEGATIVE ADAPTER** into the entry port on the **RIGHT SIDE** of the scanner. Push the adapter in all the way until it clicks and stops



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3. The display screen should display **FILM TYPE**. If not, click the **RIGHT** or **LEFT** buttons until it displays **FILM TYPE**. Then click the **OK** button.



4. The next screen allows you to select which film type. USE the **RIGHT** or **LEFT** buttons until the screen displays **COLOR NEGATIVES** for color negatives or **BLACK & WHITE** for black and white negatives. Then press the **OK** button to continue.



OR



5. The next screen allows you to select the **FILM SIZE**. USE the **RIGHT** or **LEFT** buttons until the correct size is highlighted in **RED** (135 for 35mm; 127 VPK for 127; 126 KPK for 126). Then press the **OK** button to continue.

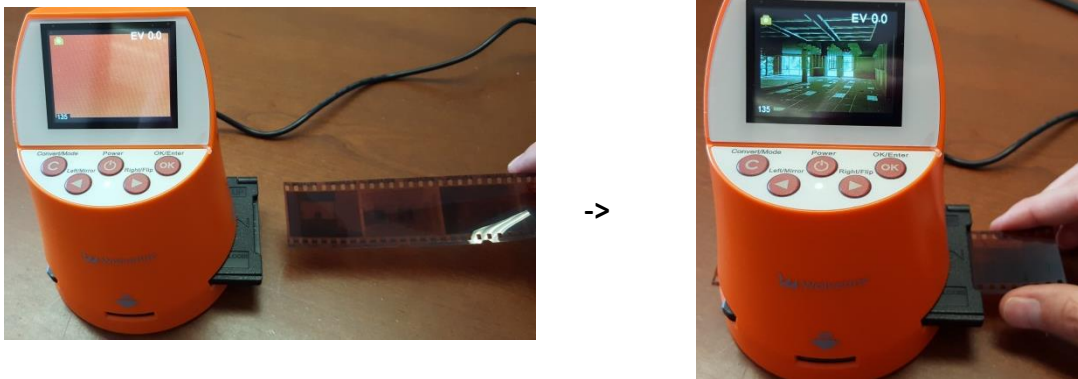


OR



6. The camera will turn on and the screen will appear white.

7. Insert the film strip into the **NEGATIVE ADAPTER** on the right side of the scanner. Make sure that the film is facing the correct way in order to avoid inverted and mirrored images. As you push the film strip into the adapter you should see the first negative image on the strip come into view on the view screen.



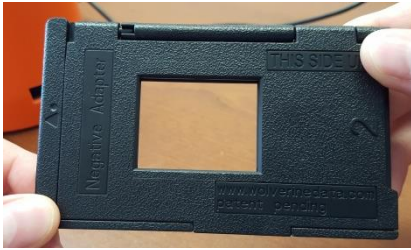
8. Once the image appears centered in the screen, press the **CONVERT** button (C) and then the **OK** Button (OK) to save the image.



9. Continue to push the strip in and the next image will move into place on the view screen. The leftmost edge of the strip will appear on the LEFT exit port on the left side of the scanner. Again, press the **CONVERT** button (C) followed by the **OK** button (OK) to scan and save the image.
10. Continue to follow step 9 until all images been scanned or until you receive a **MEMORY FULL** error (the machine's memory can store about 35-40 images at a time).
11. If scanning to **SD CARD ONLY**: Press the **POWER** button to turn off device, and remove your SD card by pressing in gently until it ejects from the back.
12. If transferring to computer or flash drive, jump to section **TRANSFERING TO COMPUTER/ USB** on page 13.

Small negatives (110mm)

12. Remove the adapter labeled **NEGATIVE ADAPTER** and the **110 NEGATIVE INSERT** from the pouch.

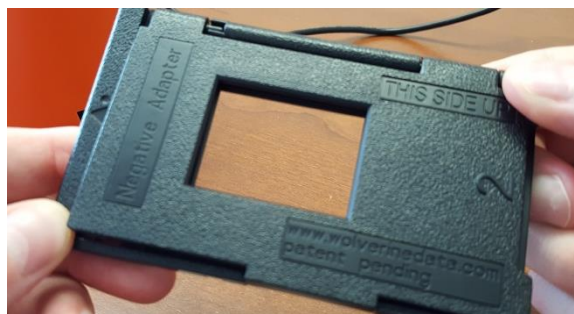


13. Open the **NEGATIVE ADAPTER** following the pictures below

- A. Hold adapter with left thumb on the bottom left edge, and right thumb on the top right edge.



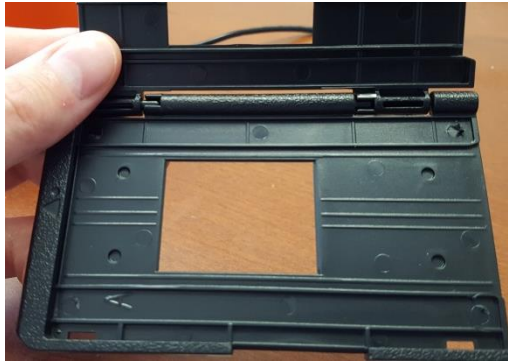
- B. Twist slide adapter by pressing left thumb down, right thumb up, until the bottom left corner of case raises up.



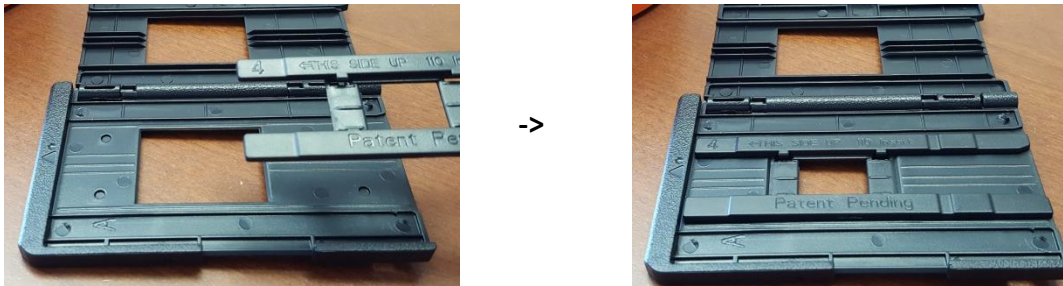
- C. Slide left thumb to the right to pop open the case.



D. Lift case cover until it is completely open.



14. Insert the **110 NEGATIVE INSERT** into **NEGATIVE ADAPTER** lining in into the inside grooves.



15. Close **NEGATIVE ADAPTER** case.



16. INSERT **NEGATIVE ADAPTER** into the entry port on the **RIGHT SIDE** of the scanner. Push the adapter in all the way until it clicks and stops.

17. The display screen should display **FILM TYPE**. If not, click the **RIGHT** or **LEFT** buttons until it displays **FILM TYPE**. Then click the **OK** button.

13. The next screen allows you to select which film type. USE the **RIGHT** or **LEFT** buttons until the screen displays **COLOR NEGATIVES** for color negatives or **BLACK & WHITE** for black and white negatives. Then press the **OK** button to continue.

18. The next screen allows you to select the film size. USE the **RIGHT** or **LEFT** buttons until the correct size 110 is highlighted in **RED**. Then press the **OK** button to continue.

19. The camera will turn on and the screen will appear white.

20. Follow steps 7 thru 13 under **LARGE NEGATIVES** above; the process is the same.

21. Once finished, please remove **110 NEGATIVE INSERT** from **NEGATIVE ADAPTER** case and return both items to the pouch. Thank you!

Transferring to Computer/ USB

1. Verify that the Wolverine Scanner is plugged into the computer USB port. If you are powering the device without using the AC adapter, the scanner is already plugged into the computer and ready to go.
2. To switch scanner to USB transfer mode, click once on the **CONVERT (C)** button to bring up the mode menu. Press the **RIGHT** button twice till the **HOME** icon is selected in yellow. Then Press the **OK** button to select.



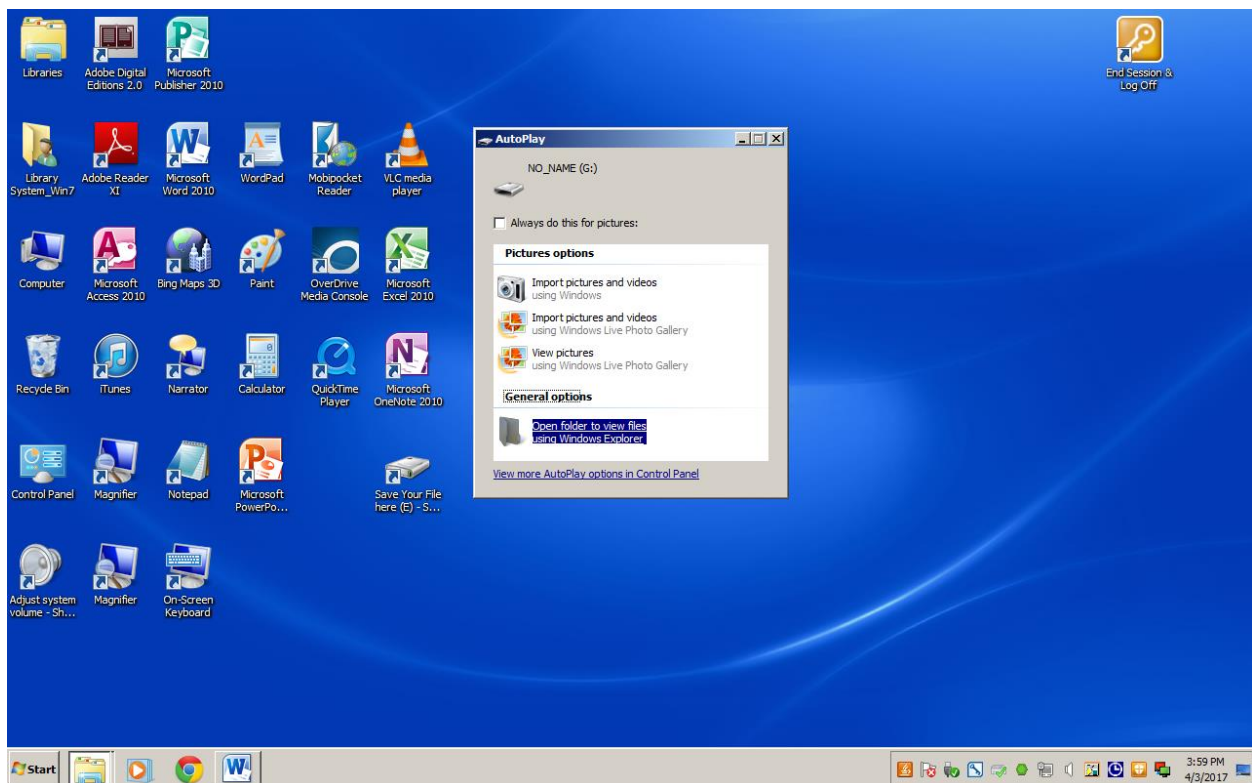
3. You should be back to the **HOME** screen and see the selection **FILM TYPE** on the screen. Press the **LEFT** button twice until the option **USB TRANSFER** is selected. Then press the **OK** button to select.



4. The scanner will now show the screen below and will remain in **USB UPLOAD** until you are ready to return to the main menu again.



With the scanner in **USB MODE** the computer to which the scanner is plugged into will bring up the following window automatically. **LEFT-CLICK** on the bottom most option that says **OPEN FOLDER TO VIEW FILES**.

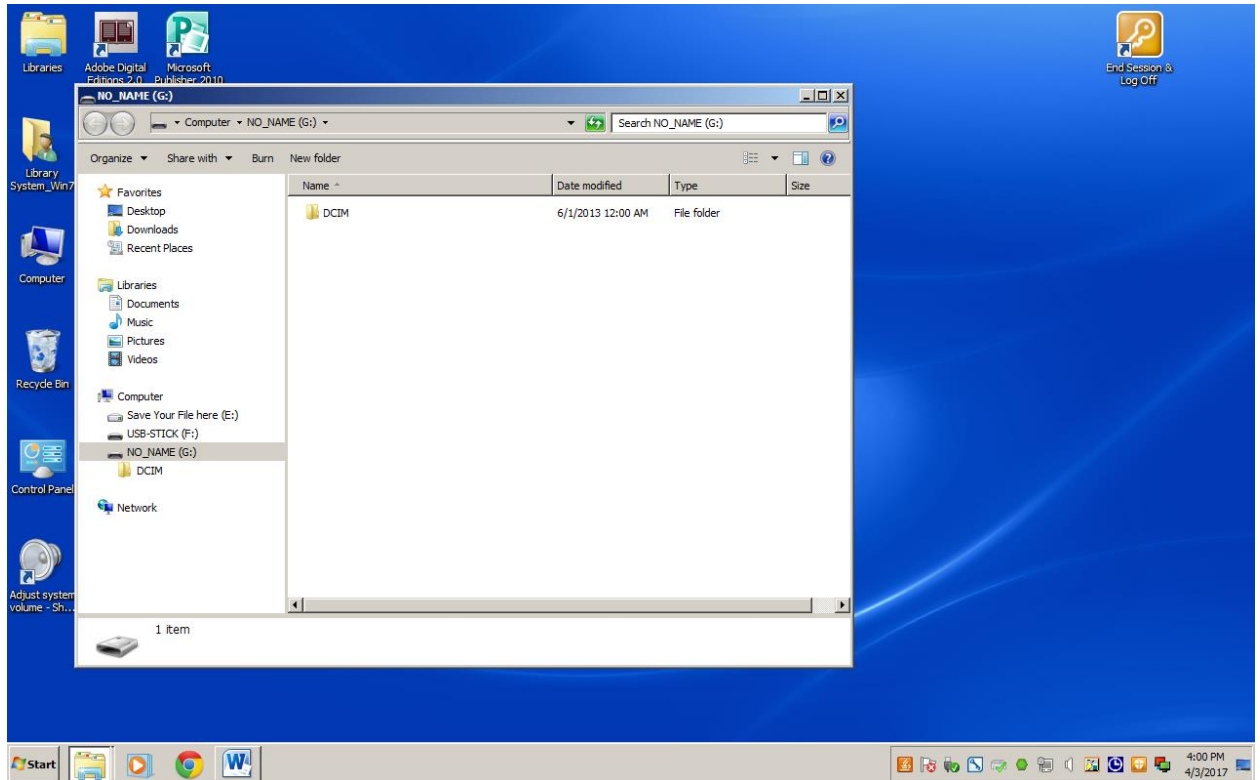


Select the bottom most option that says **OPEN FOLDER TO VIEW FILES**!

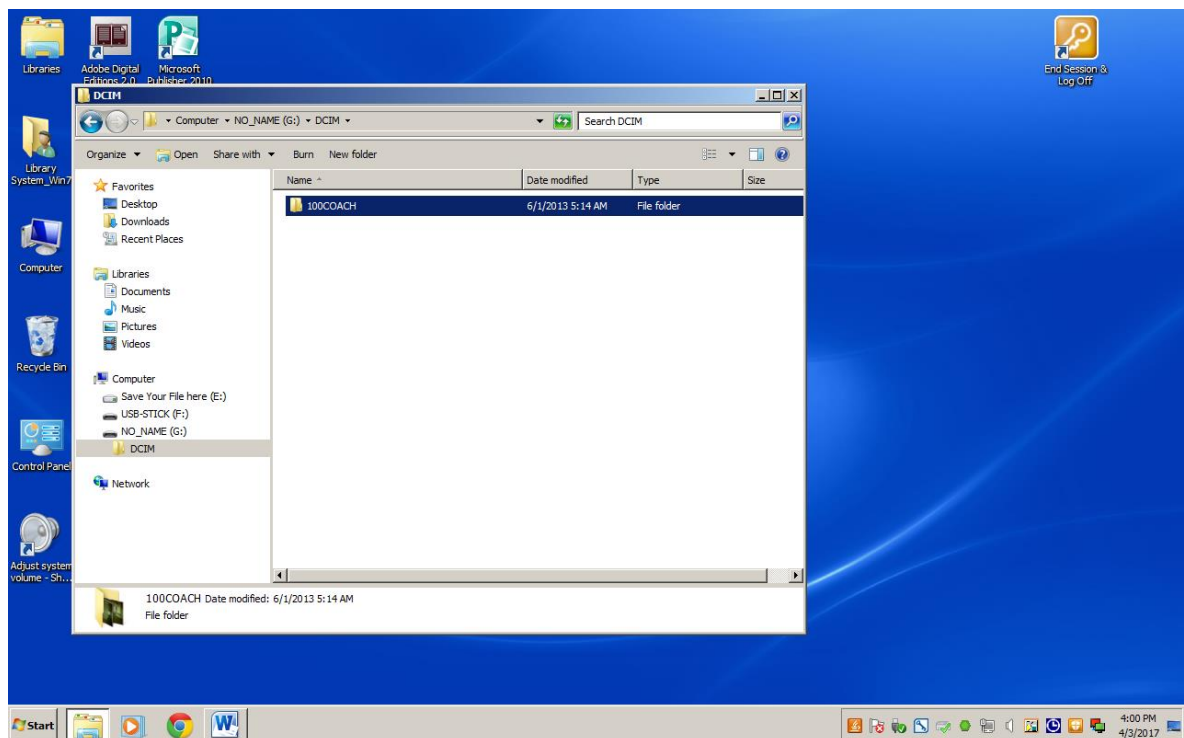
***If the autoplay function doesn't appear. Left-Click** on the File folder next to the **START** button on the screen to bring up the Explorer Window Then you can **left-click** on **COMPUTER** on the left hand pane and **Left-Click** on the drive labeled **NO_NAME**. This is the scanner's drive.

5. A new window will appear with the scanner's drive open (Labeled **NO_NAME**).

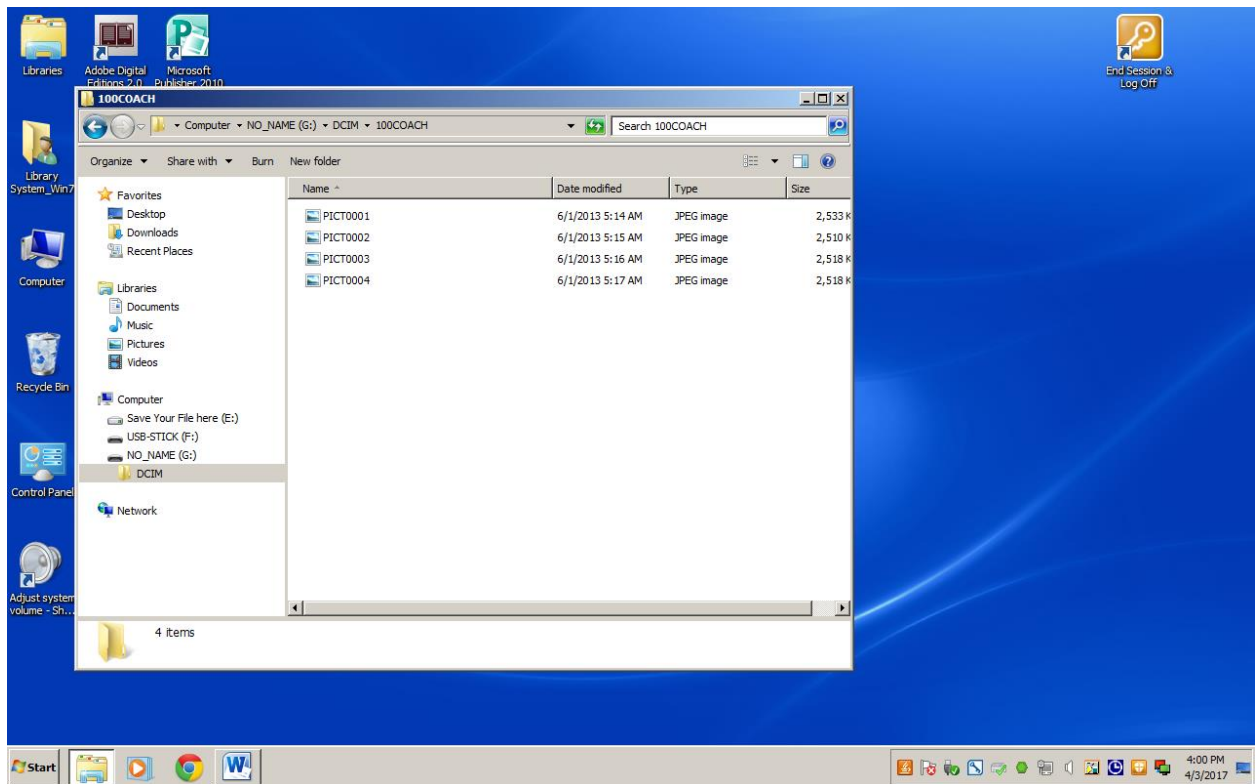
Double-Click on the folder named **DCIM** on the screen to open.



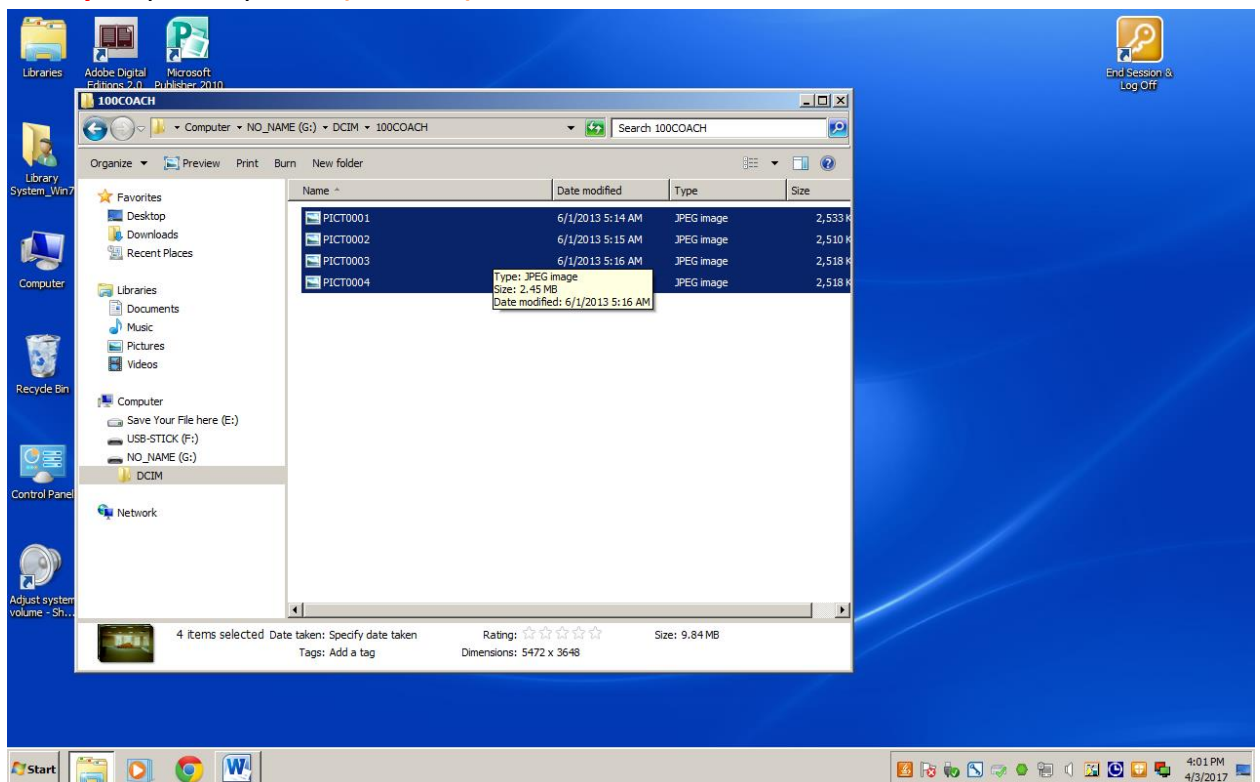
6. Under the folder **DCIM** is another folder named **100COACH**. **Double-Click** on this folder to open it as well.



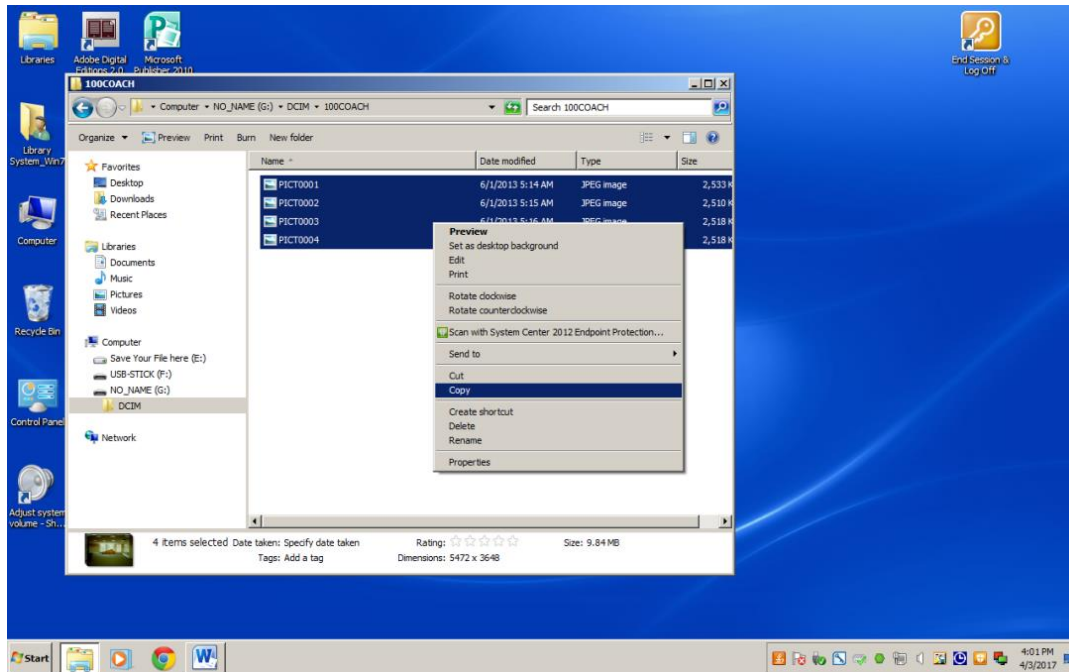
7. Under the folder **100COACH** is where the files you just scanned are located. They will be named **PICT0001** thru however many you've scanned. You'll need to **COPY** these from the scanner's internal memory onto your laptop or your personal portable Flash drive.



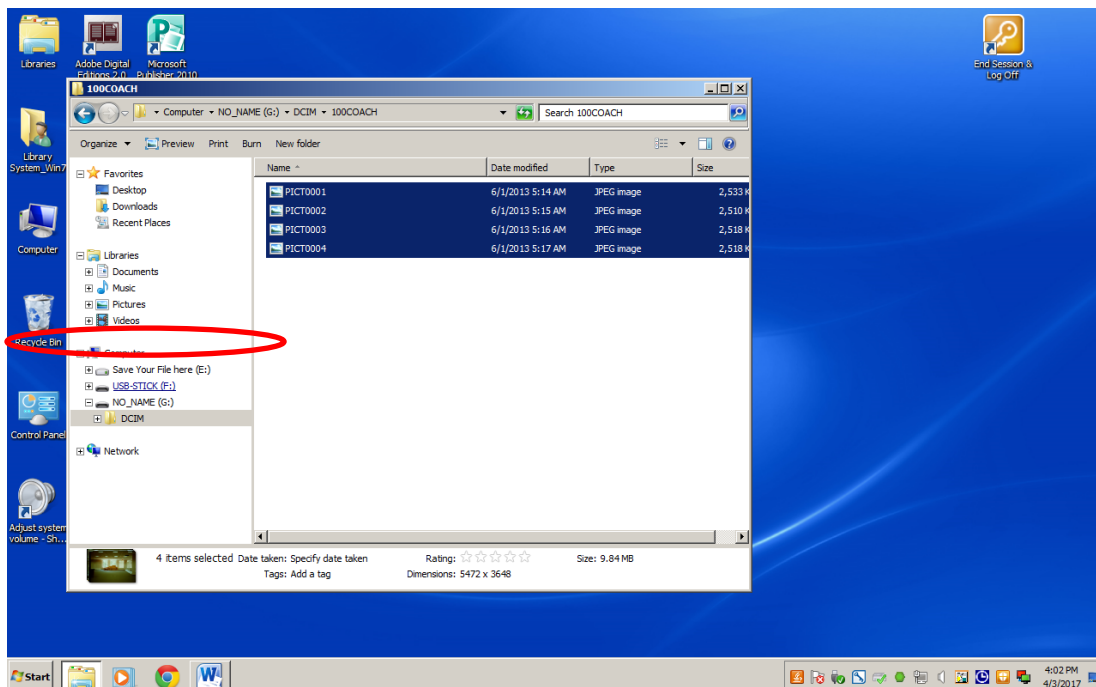
8. The easiest way to copy all the files over is to hold down the **Control key (CTRL)** plus the **'A' key** on your keyboard (**CTRL + A**). This will select all the files in the folder in blue.



9. With the files selected in blue you can **RIGHT-CLICK** anywhere in the blue area and select **COPY** from the menu to copy the files. Alternatively, you can use the keyboard shortcut (**CTRL + C**) to copy the files as well.

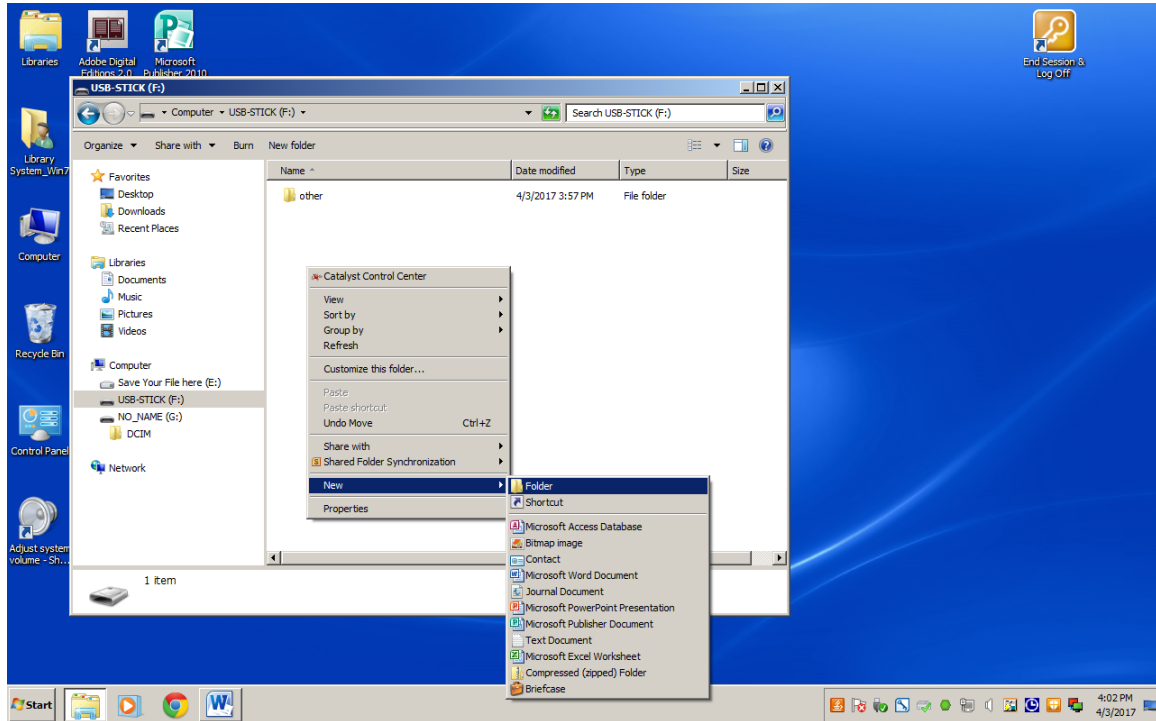


10. If you are saving to a **FLASH DRIVE**, insert your flash drive into the computer if you haven't already done so. After a few seconds the flash drive will become available and will appear over on the left hand panel of the open window. **Left-Click** once on the flash drive's name and it will open.

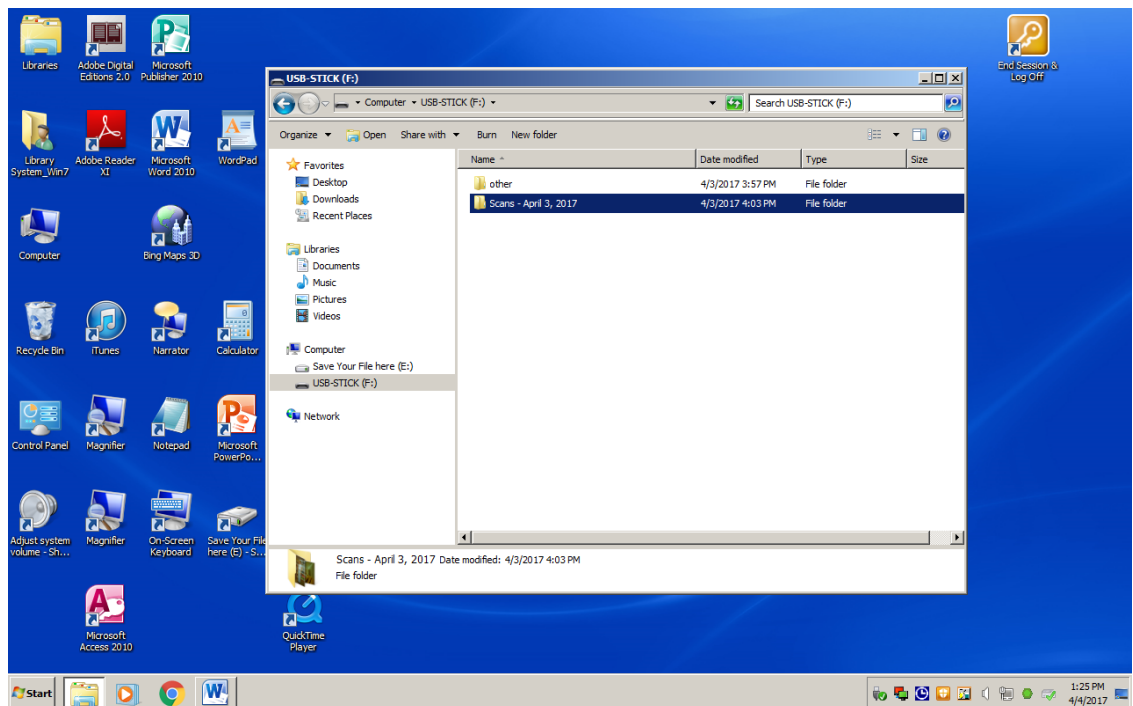


****NOTE : If you are saving directly onto your own personal laptop, you can go ahead and create a new folder anywhere on your laptop to save the images directly to your computer.**

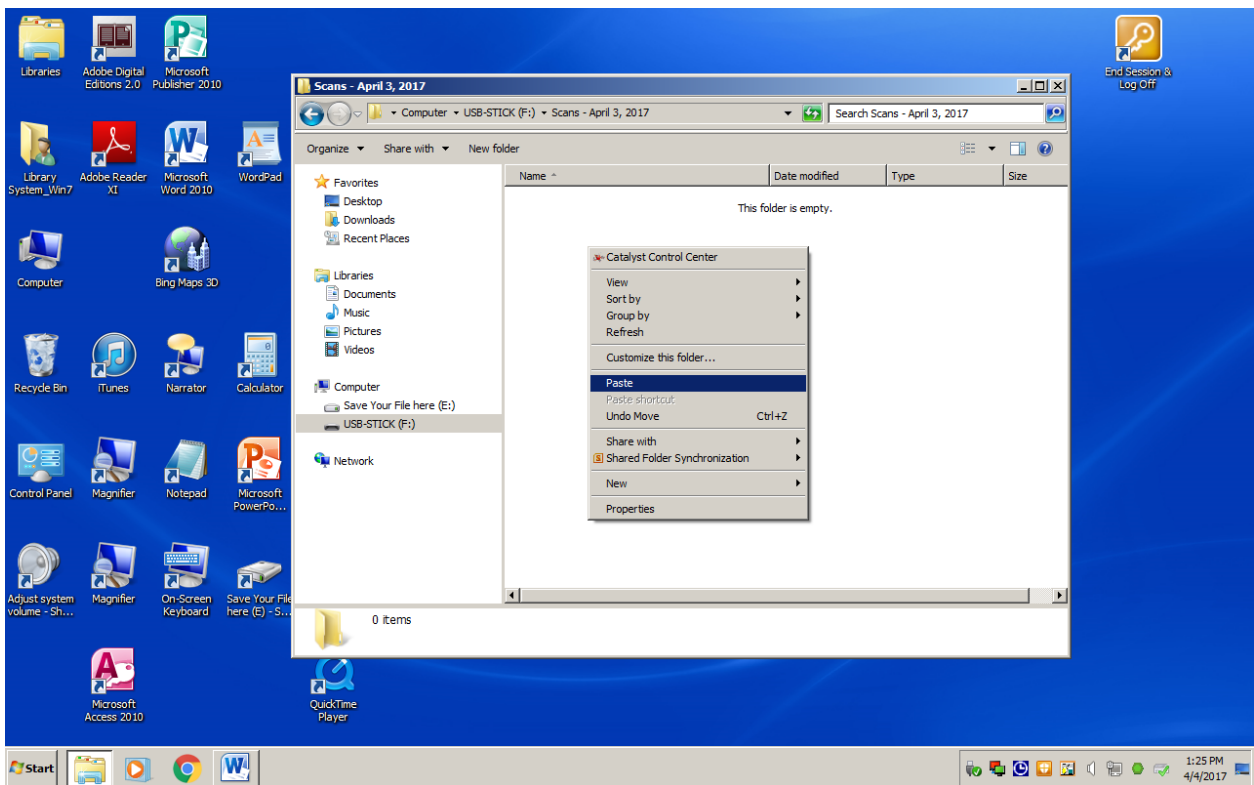
11. With the flash drive open, create a new folder by **RIGHT-CLICKING** the mouse and selecting **NEW** and then **FOLDER**. A new folder will appear in the window and you can begin typing a new name for the folder.



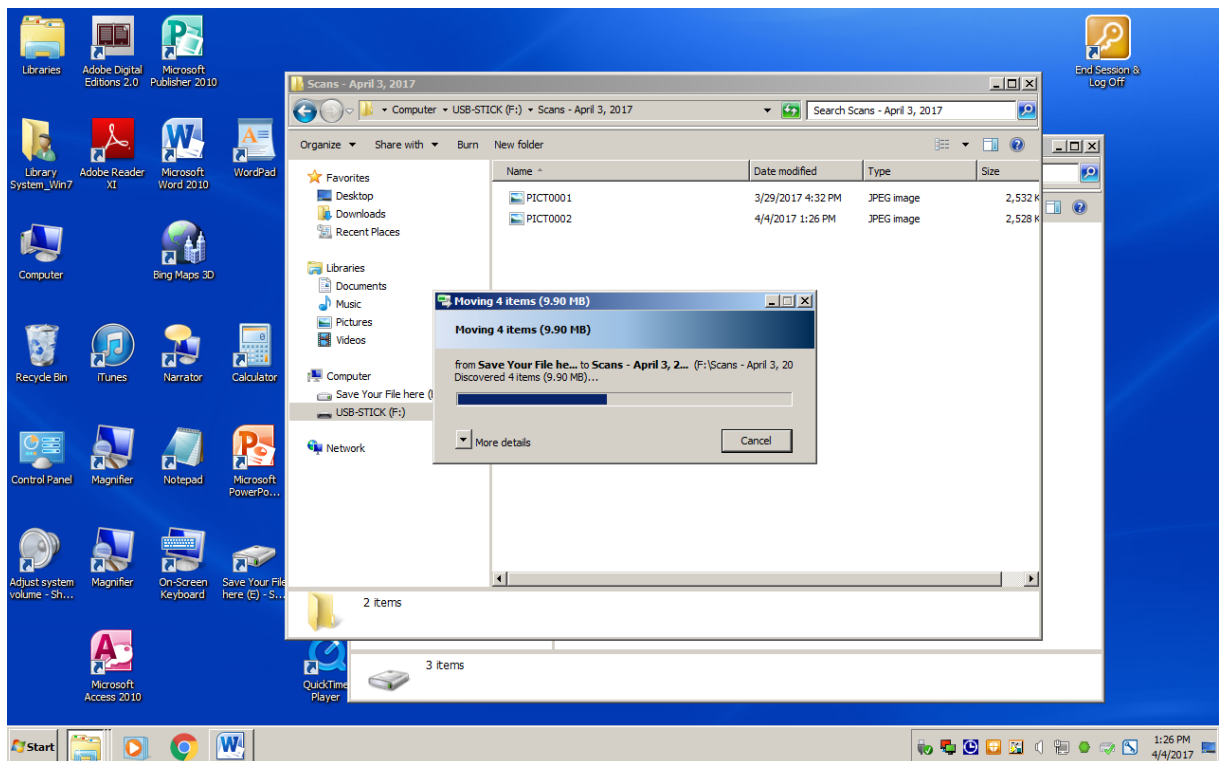
12. Once you've named the new folder, **Double-Click** to open it.



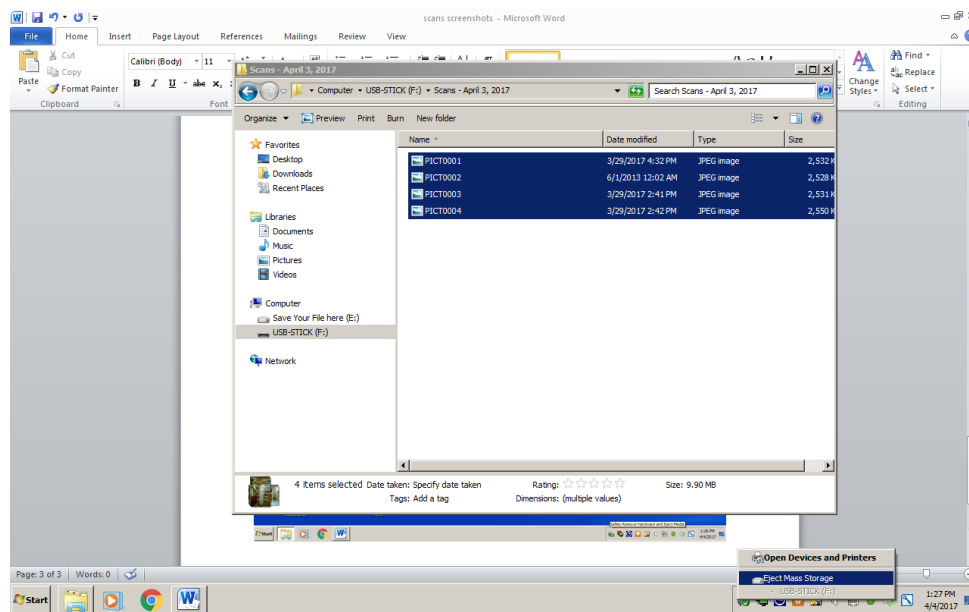
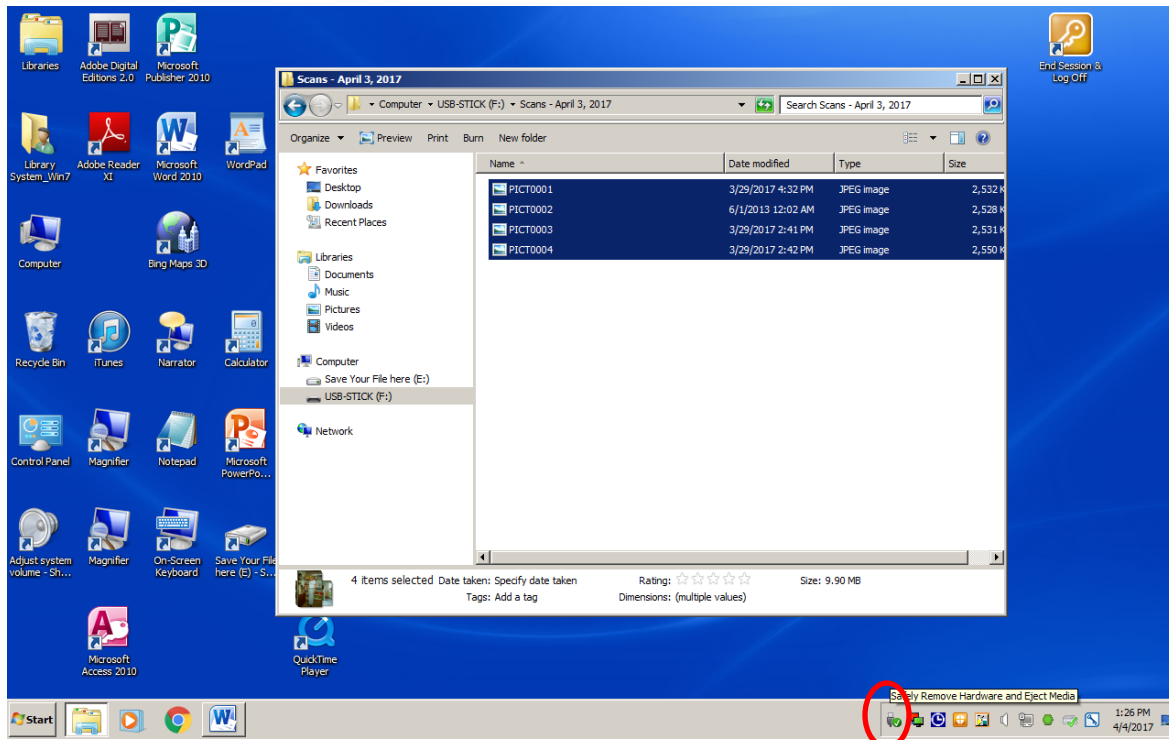
13. **Right-Click** in the white space inside the newly opened window and select **PASTE**.



14. The files will be copied from the scanner over to your flash drive (or laptop if saving there).



15. Eject the flashdrive from the computer by **left-Clicking** on the Small USB icon near the bottom left of the screen. And then **Left-Click** on EJECT mass storage.



16. You can now safely remove your flash drive. **DO NOT UNPLUGG THE SCANNER FROM THE COMPUTER**; this will cause it to shut off prematurely and might damage the internal memory. Please move onto the next section **CLEANUP / FINAL STEPS**.

CLEANUP / FINAL STEPS

The Wolverine Scanner does not automatically delete images after transferring via the USB cable. Once you have finished saving the scanned image files to your USB drive or laptop you will need to **ERASE** the scans from the **SCANNER**. Here's how:

1. Click the **CONVERT (C)** button once to take the **SCANNER** out of **USB MODE** and back to the main menu.



2. Using the **LEFT** or **RIGHT** buttons, navigate the **SCANNER** until the option **DELETE ALL** appears on the screen. Then select with **OK** button.



3. Press the **LEFT** button to **SELECT YES**, and then press the **OK** button to continue.



4. The Screen will turn white with the words **FORMATTING**, and the images on the internal memory will be **ERASED**.



5. Once finished the **SCANNER** will return to the **MAIN MENU** with **FILM TYPE** displayed on the screen. You can start over now and scan an additional batch of images, or shut off the device by moving to step 6.

6. To shut down the **SCANNER** press the **POWER** button in the middle of the scanner.



7. The **SCANNER** will say **BYE** and shut itself down. Once the screen is **BLACK** the power is off and you can unplug the **SCANNER** from the computer.



8. Please gather all the used adapters and parts and return them to the **POUCH**. Please return the **POUCH** and **SCANNER** to the back office when finished. **THANK YOU!**