

# Introduction:

WizzForms by IDScan.net works like your OCR SetScan software. Both will create an image and a text file from a scanned license and import the license information into Point of Rental. The WizzForm software is also installed on the local computer that is it plugged into like the OCR scanners used previously.

There are significant differences that both the end users and technicians will appreciate when it comes to WizzForms. To start, WizzForms does not require calibration, nor does it have any moving parts. This means less downtime and headaches when scanning ID.

#### All installations will need to be completed on the local computer the scanner is plugged into. Do not install on the POR server.

**Registration:** IDScan.net Software for the QS2000 will require registration with your license key. If you purchase your scanner through IDScan they will email the license key to you. If you're getting your scanner via a third-party vendor, you may be required to purchase a license from IDScan.net

### Installation:

1. To start please download and install the Wizzforms Software from IDScan.net.

Download WizzForms software: WizzForms Downloads and Manuals

a. Run the WizzForms Installer.

妃 WizzForms	_		$\times$			
Welcome to the WizzForms Setup Wizard						
The installer will guide you through the steps required to install WizzForms on you	ur comp	uter.				
You are about to install a new version of WizzForms software. Please note this version has a new way to generate a Computer ID. If your registered version 1.80.0 or older then your previous Registration Key WI	LL STOP	P WORKI	ING !			
You will be required to obtain a new Registration Key from IDScan.net If you purchased the application within one year OR you have a maintenance agreement you are eligible for update and the new Registration Key will be issued free of charge.						
WARNING: This computer program is protected by copyright law and internation Unauthorized duplication or distribution of this program, or any portion of it, may r or criminal penalties, and will be prosecuted to the maximum extent possible und	nal treati esult in : er the la	es. severe cir w.	vil			
Cancel < Back		Next >				



b. On the next screen make sure the settings match the image below (default settings). Click Next.



c. On the next screen, make sure the box is unchecked. Click Next.





d. Click next.



e. Wait for the wizard to finish.





f. With the installation complete, click Close.



- 2. Go to PORHelp.com
- 3. Download POR WizzForms Installer. (This will integrate Wizzforms with POR.)
- \*Important\* Right-click the POR\_IDScan-v2.exe in the Downloads folder then select "Run as Administrator" \*Important\*





5. A black box will open and will ask you to input your POR Server IP address.

ROBOCOPY	::	Robust Fi	le Copy f	or Windows			
Started : Source : Dest :	Friday, Au C:\Users\ C:\Program	ugust 19, 2 N Files (x8	2022 2:00: \AppD 36)\IDScan	11 PM Data\Local\` Data\WizzF(	Temp\IXP00 prms\Gemal	0.TMP\ to\Config\	
Options :	/DCOPY:DA	/COPY:DAT	/MT:8 /R:	1000000 /W	:30		
*e	XTRA File		23498	C:\I	Program Fi	les (x86)\I	DScan.ne
	Total	Copied	Skipped	Mismatch	FAILED	Extras	
Dirs :	1	1	1	0	0	0	
Files :	0	0	0	0	0	1	
Bytes :	0	0	0	0	0	22.9 k	
Times :	0:00:00	0:00:00			0:00:00	0:00:00	
Ended : F	riday, Aug	ust 19, 20	22 2:00:1	.1 PM			
SUCCESS: The What is the	process " server's I	WizzForms P Address	exe" with	PID 33740	has been	terminated.	

6. Next, it will ask you to name the file the scanner will create.

Note: The name will be used later in POR's Scanner Setting. Name examples are "PC1, Str1PC1"





After the installation is complete, you will need to select the scanner in the WizzForms software

7. Open the WizzForms Setting by right-clicking the " **^** "at the bottom right of your screen then select the Wizzform Icon shown in the picture below.

Profile Editor	
Profiles	
Settings	
Pass Through scans	
Reader/Scanner #1	
Reader/Scanner #2	
Image Scanning	
Scan TT Scan800 CTRL+F	12
Save Unrecognized Cards	
Write Raw Log	
Write data into CSV/XML Log	
Launch WizzForms on system starts	ıp.
Enable Security	
Set Password	
Registration	
Check for a New Version	
Help	
About	
Exit	
	AND O

8. Hover over "Image Scanning" and select "Page Reader Settings" in the new window.

	Reader/Scanner #2	•
Page Reader Settings	Image Scanning	•
Save Back image	Scan TT Scan800 CTRL+F12	
<ul> <li>Save Front image</li> <li>Capture Face</li> <li>Capture Signature</li> <li>Select Template File Name</li> </ul>	<ul> <li>Save Unrecognized Cards</li> <li>Write Raw Log</li> <li>Write data into CSV/XML Log</li> <li>Launch WizzForms on system startup</li> </ul>	۰ ۲
Save ID image to Save Face image to Save Signature image to	Enable Security Set Password Registration	



9. The Page Reader window will open, select the drop-down menu at the top and select the SN of the scanner. There should be only one option available.



Note: If there is not an option available in the drop-down menu, verify the scanner is plugged into the computer. If it is plugged in, unplug and plug it back in.

## Configuring POR to read the 2 files

 In POR you must point the print profile to the correct location just as we did for the Scanshell 800R. From the Program Menu > Counter System > Tools > Print Setup and configure the Scan filename and OCR filename. Click OK when finished.

Modify		
User:	RSHAdmin	
Shared User:	<none></none>	<b>•</b>
Company:	1	
Store:	1 - Point of Rental	<b>•</b>
Number of Stores:	2	
Store Code:	1	🔲 Require Operator Id
Menu Code:	M	
Scan Filename:	C:\por\pictures\ <mark>PC1.jpg</mark>	
OCR Filename:	C:\por\pictures\ <mark>PC1.txt</mark>	
Signature Filename:		
VeriFone Terminal:	<none></none>	•

Note: The Scan filename does not need an asterisk.



# Troubleshooting

- 1. Scanner going to sleep and not waking up.
  - a. Open Control Panel\All Control Panel Items\Power Options\Edit Plan Settings.

Change settings for	or the pl	an: Balance	d			
Choose the sleep and d	lisplay setti	ngs that you w	ant your c	omputer to	use.	
😰 Turn off the display	y:	5 minutes		~		
Put the computer t	to sleep:	Never		$\sim$		
Change advanced power	er settings	נ				
Restore default settings	for this pla	an				

- b. Select "Change Advanced Power Settings"
- c. Drop down USB Settings.
- d. Set USB Selective Suspend Setting to Disable.



