

ScanExpress S40

A4 Portable Scanner

User Manual

ENGLISH



Thank you for purchasing this Portable Scanner. With this ideal portable scanner, you can easily carry it around with you to special events or meetings. A convenient USB interface power supply is used, there is no need for batteries and AC power supply. Read the following instructions for more details.

The style and parts of the product shown in this manual may be different from the actual unit due to various models.

Contents

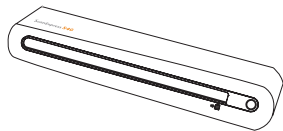
Contents.....	2
Safety Information.....	3
Getting Familiar with the Product.....	4
- Package Contents.....	4
- Scanner Parts.....	4
Installing Software.....	5
- Installing the Scanner Driver.....	5
- Installing Other Softwares.....	5
Installing Hardware.....	6
Direct Scanning Using the Scan Pad on the Scanner.7	
- ScanExpress workspace overview.....	7
- Scan Setting.....	7
- Scanning and Processing Image.....	8
- Calibrate or Clean the Scanner.....	8
TWAIN Software Scanning (for PC).....	9
- TWAIN Driver.....	9
- Main TWAIN Settings.....	9
- Start a Scan.....	9
- Enhance Setting.....	10
- Filters Setting.....	10
TWAIN Software Scanning (for Mac).....	11
- Installation.....	11
- Start a Scan.....	12
Calibrate or Clean the Scanner.....	13
Specification.....	14
Troubleshooting.....	15

Safety Information

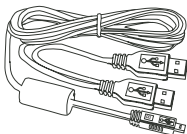
- Keep away from water or moisture and dusty areas.
- Never store in hot and very cold areas.
- Only use attachments/accessories specified by the manufacturer.
- No objects filled with liquids, such as vases, shall be placed on apparatus.
- Avoid dust contamination when the scanner is not in use.
- When left unused for a long period of time, the unit should be disconnected from the USB cable and PC.
- Avoid environments where the scanner would be exposed to direct sunlight (or any other source of excessive heat) for long periods of time.
- Protect the scanner from potential liquid spills such as soda, coffee, tea, etc.
- Be carefully to keep it without dropping it or strong impact.
- Operate the scanner on a level, well-grounded work surface, free of excessive vibration.
- Don't open the scanner case alone without technical support because there is danger of electrical shock.

Getting Familiar with the Product

Package Contents



Scanner



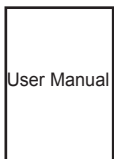
USB Cable



Installation CD



Carry pouch



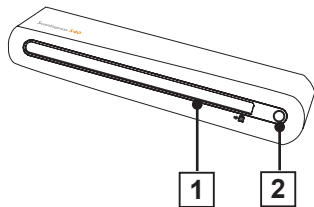
User Manual



Calibration paper

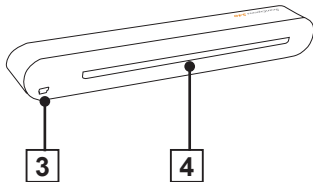
Scanner Parts

Front View



1. Paper Feed Slot
2. LED Power Indicator/Scan pad

Rear View



3. USB Port
4. Paper withdraw slot

Installing Software

ATTENTION:

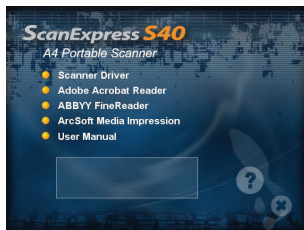
Please complete the software installation before connecting the scanner. Do not connect USB cable to the scanner or PC at this stage.

Installing the Scanner Driver

1. Insert the software Installation CD into your CD- or DVD-ROM drive. The CD will run automatically, then a software list will pop-up on the screen. Scanner Driver is a must install software for direct scanning. You can choose to install the other softwares in your computer.

Note: If the Autorun does not work, click on AUTORUN.exe file.

2. Select "Scanner Driver" from the software list.



3. Follow on screen instructions to complete the installation procedures.

4. InstallShield Wizard will remind you when the software installation is complete.

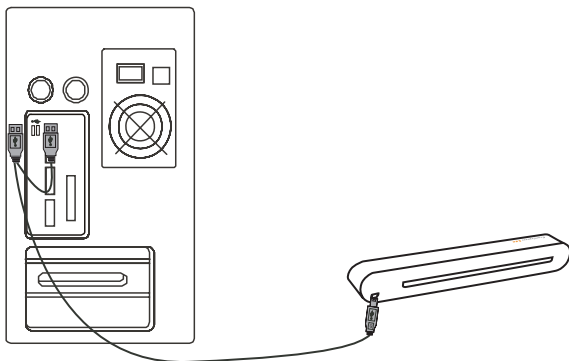
Installing Other Softwares

Acrobat Reader 5.0: Install this program for reading PDF files.

ABBYY's Fine Reader Sprint 6.0: Install this program to perform an OCR (optical Character Recognition) operation. This program allows to scan text, and to convert it to a text document. Upon completion, your system will automatically load your default word processing program and place your scanned document on screen with a DOC file format.

ArcSoft Media Impression: This program can help you to manage your folder and process photos. It gives access to organize, view, edit, share and protect your picture, music, and video files.

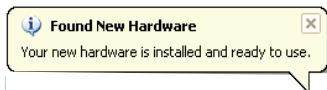
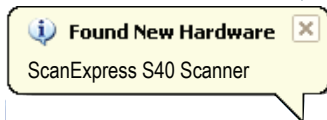
Installing Hardware



1. With the PC being turned on, connect the two A-Type USB end of the USB cable to the USB port of your PC and the other end to the scanner.

Note: Two pop-ups will appear at the right side of task bar after the computer detects the new hardware being inserted.

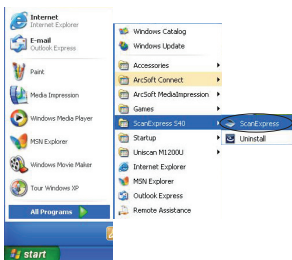
2. The Windows Hardware Manager will detect the hardware and start to install it. Follow on screen instructions to complete installation. The pop-up message will appear at the right side of task bar when the hardware installation is complete.



Direct Scanning Using the Scan Pad on the Scanner

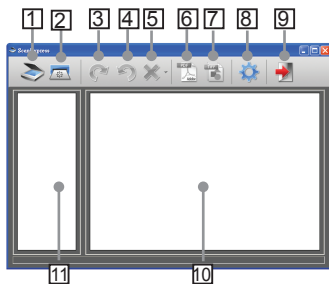
Please click on the ScanExpress () from Program list in Start menu to start the program as following steps:

1. Click **Start > All Programs > ScanExpress S40 > ScanExpress.**



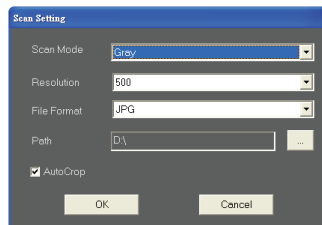
2. The ScanExpress application is appeared on screen as below.

ScanExpress workspace overview



1. Scan
2. Calibrate and Clean
3. Rotate clockwise 90°
4. Rotate counter-clockwise 90°
5. Delete
6. Export all images into a PDF
7. Export all images into a multi-page TIFF
8. Scan Setting
9. Exit
10. Double-click to show original size or double-click to show fit size
11. Thumbnail mode area

Scan Setting



1. Click the **"Scan setting"**  icon on the toolbar. Then a setting window will pop-up on the screen.
2. Select the preferred **Scan Mode, Resolution, File Format, Path** and **AutoCrop** settings and click **"OK"**.
Note: Select **"AutoCrop"** to trim unwanted scanner's background in the scanned image automatically.

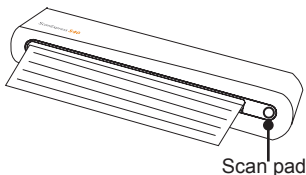
Scanning and Processing Image

ATTENTION:

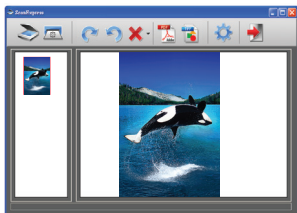
In order to get the good scanning image quality and recognition result, you must calibrate the scanner for use at the first time prior to scanning. Please repeat the calibration procedures from time to time.

1. Slowly insert the document facing up into the paper feed slot of the scanner, making sure the document remains in position. Gently push forward until the document is grasped by the feed slot.

Note: Position the paper aligning with the right side of the feed slot if it is smaller than A4 size.



2. Tap  (Scan) on the scanner or press "Scan"  icon on the toolbar to start scanning procedures. After scanning is finished, the scanned image will be displayed in the preview window.

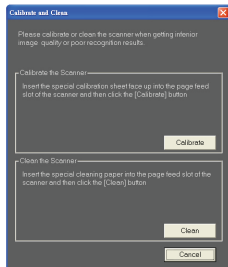


Note: A Calibration window will appear for use at the first time prior to scanning, if you have not done the calibration. Please follow below **Calibrate or Clean the Scanner** section to proceed.

3. Press "Rotate"  or  icon on the toolbar to rotate the image clockwise 90 degree or counter-clockwise 90 degree.
Note: Press "Delete"  icon on the toolbar to delete the selected image.
4. Press "PDF"  or "TIFF"  to export images into a PDF or TIFF file.
Note: To get high viewing effect, please use the Windows photo software such as **Windows Picture and Fax Viewer** to view the exported TIFF file.
5. To exit the Scanexpress window, press "Exit"  icon on the toolbar.

Calibrate or Clean the Scanner

1. Click the "Calibrate and Clean"  icon on the toolbar, then a Calibrate and Clean window will appear on the screen.
2. Insert the special calibrating or cleaning paper facing up into the feed slot of the scanner and click **Calibrate or Clean**.
3. The paper will go through the feed roller to complete the task.



TWAIN Software Scanning (for PC)

TWAIN Driver

The TWAIN user interface is a scanning option provided with your scanner. TWAIN is an industry standard that allows scanning directly. It is easily accessed from within the supplied scanner software or in application which support TWAIN such as Microsoft Paint and Adobe PhotoShop for PC. Before you start with the steps below, be sure you have installed and configured the supplied scanner software. For more details, please refer to TWAIN Help in supplied software CD.

Note: For best possible image scans, it is important that you position your documents correctly and carefully.

1. Start TWAIN-compliant application (eg. Adobe PhotoShop).
2. Click on **File** → **Import** to select **ScanExpress S40 Scanner** to start the scanner's TWAIN driver. The Figure 1 will appear on the screen.

Main TWAIN Settings

1. Adjust the scan mode, size, resolution and output size in the **Main** Tab.

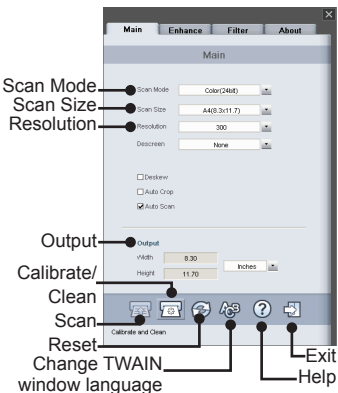
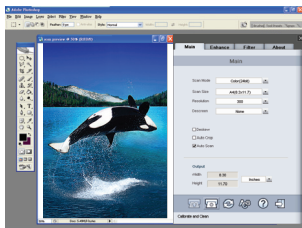


Figure 1: Main TWAIN window

Start a Scan

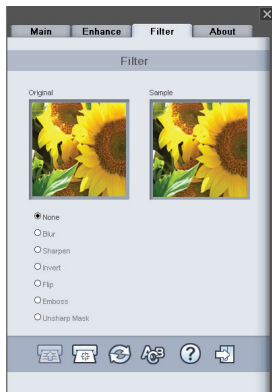
1. Slowly insert the document facing up into the page feed slot of the scanner, making sure the document remains in position. Gently push forward until the document is grasped by the feed slot.
Note: Position the paper aligning with the right side of the feed slot if it is smaller than A4 size.
2. Press **SCAN** button or tap **○** (Scan) on the scanner.

3. A scan preview window appears on the screen and then displays it in the TWAIN-compliant application (where you opened up the scanner's TWAIN window) after scanning is complete.



Filters Setting

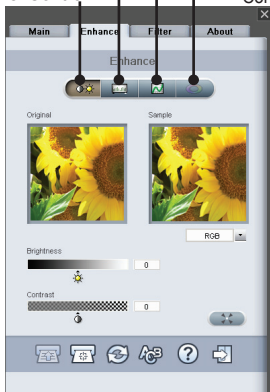
The **Filters** Tab allows you to adjust the individual effects of the scanned image by applying various filters to the image, prior to scanning.



Enhance Setting

Set up the desired scanning effect, such as the brightness/contrast, curve and hue/saturation in the **Enhance** Tab.

Brightness/Contrast Level Control
Curve Control
Hue/Saturation Control

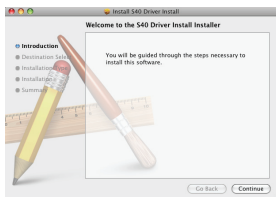


TWAIN Software Scanning (for Mac)

This chapter is for the installation of the ScanExpress S40 TWAIN driver in Macintosh OS 10.4 or higher version. Once the driver has been installed, you can use the scanner in applications which support TWAIN, such as Image Capture and Adobe PhotoShop for Macintosh.

Installation

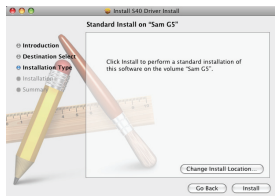
1. Insert the software Installation CD into your CD or DVD-ROM drive, and then double-click "**S40 driver**". An installation wizard will appear on the screen.



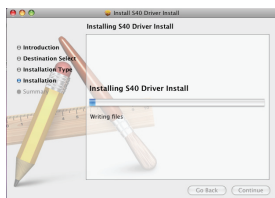
2. Select a desired destination to install the TWAIN driver.



3. Once the destination has been selected, click "**Install**" button to continue the installation procedure.



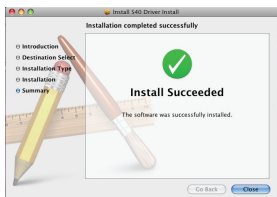
4. Please be patience, the installation procedure will take a while.



Note: A reminder window will pop-up on the screen if you set a password on your computer. Enter the password and then click "**OK**" to continue the installation procedure. For more password settings, please refer to your Mac's manual.



- Click "**Close**" when the installation procedure is complete.



- The scanner is now ready for use in TWAIN applications, such as Image Capture and Adobe Photoshop for MAC.

Start a Scan

- Start the TWAIN-compliant application (eg. Adobe PhotoShop).
- Click on **File** → **Import** select **ScanExpress S40 Scanner** to start the scanner's TWAIN driver. The **Figure 1** will appear on the screen.

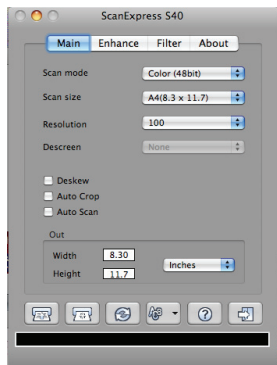


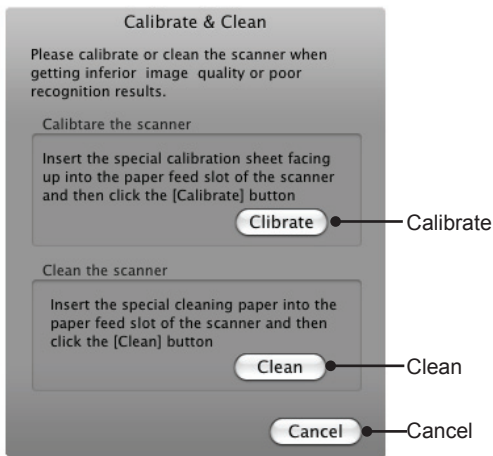
Figure 1: Main TWAIN window

- Click  button or tap  (Scan) on the scanner to start scanning procedures. After scanning is finished, the scanned document will be displayed in TWAIN application.

Note: Please refer to **Main TWAIN Setting** section on page 9 for the setting details.

Calibrate or Clean the Scanner

- To get high image quality and good recognition results, please calibrate and clean the scanner before scanning documents.
 - Calibration allows you to adjust the color of the scanned images so that the appearance of the image closely matches the colors of your original document.
1. Insert the special calibrating or cleaning paper facing up into the feed slot of the scanner and click **Calibrate** or **Clean**.
 2. The paper will go through the feed roller to complete the task.



Specification

Scanner Type	Color CIS Sheet feed
Resolution	Optical: 600 dpi (H) x 600 dpi (V)
Scan Area	Max. 216 x 355 mm (Legal Size)
Light Source	LED
Interface	USB 2.0
Scanning Mode	Color mode, Gray Mode, Line Art
Scanning Speed	4ppm at A4 300 dpi B/W 2.7ppm at A4 300 dpi color
System Support	Windows XP / Vista Mac OS X 10.4~10.5
System Requirements	Pentium III 300 or Equivalent Processor / 256MB (512MB for Vista) RAM/ 200MB Available Hard Disk Space/ CD-ROM Drive / At least 2 available USB ports
Minimum Free Space Required	250MB
Power Consumption	USB bus powered 5V, 500mA
Dimension	293mm x 63.7mm x 39mm
Weight	420g

Troubleshooting

- Check to make sure the USB cable is firmly plugged into the scanner and the computer.
- Please calibrate or clean the scanner if the scan result is poor quality.

This symbol on the product or in the instructions means that your electrical and electronic equipment should be disposed at the end of its life separately from your household waste. There are separate collection systems for recycling in the EU. For more information, please contact the local authority or your retailer where you purchased the product.

