



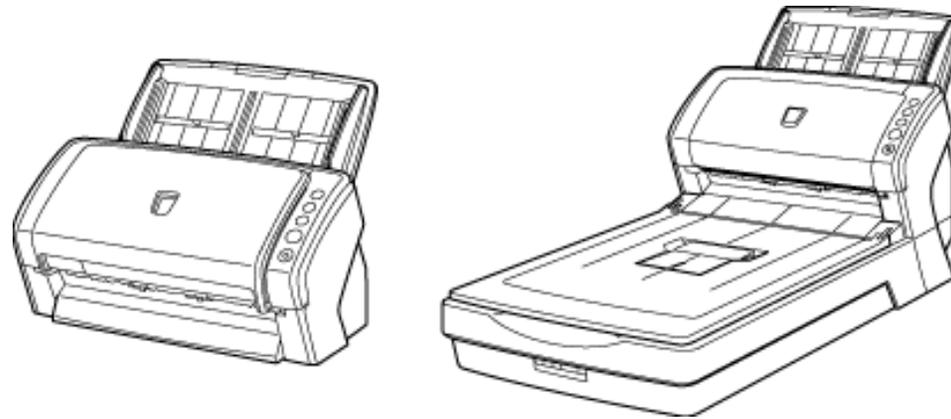
fi-6140 / fi-6240 Image Scanner Operator's Guide



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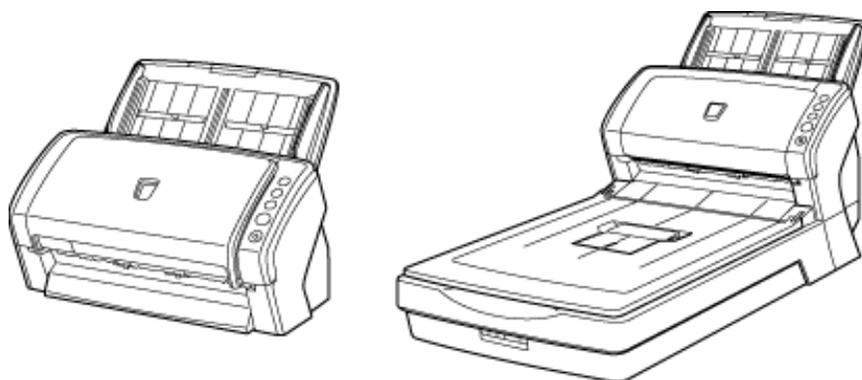
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Thank you for purchasing the fi-6140 / fi-6240 Duplex Color Image Scanner. This document describes how to handle the fi-6140 / fi-6240 Duplex Color Image Scanner and basic operation methods. Before you start using the fi-6140 / fi-6240 Duplex Color Image Scanner be sure to thoroughly read this manual to ensure correct use.

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- Copying of the contents of this manual in whole or in part and copying of the scanner application is prohibited under the copyright law.
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- PFU LIMITED is not liable whatsoever for any damages resulting from use of this scanner and procedures described in this manual, profit due to defects, and any claims by a third party.

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FCC Declaration

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is located.
- Consult your dealer or an experienced radio/TV technician.

FCC warning:

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.



ATTENTION

The use of a shielded interface cable is required to comply with the Class B limits of Part 15 of FCC rules. The length of the AC cable must be 2 meters (6.6 feet) or less.

Canadian DOC Regulations

This digital apparatus does not exceed the Class B limit for radio noise emissions from digital apparatus set out in the Radio interference Regulations of the Canadian Department of Communications.

This Class B digital apparatus complies with Canadian ICES-003.

Le présent appareil numérique n'émet pas de parasites radioélectriques dépassant les limites applicables aux appareils numériques de la classe B et prescrites dans le Règlement sur le brouillage radioélectrique dictées par le Ministère des Communications du Canada.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

Bescheinigung des Herstellers / Importeurs

Für den fi-6140/fi-6240 wird folgendes bescheinigt:

- In Übereinstimmung mit den Bestimmungen der EN45014(CE) funkentstört
- Maschinenlärminformationsverordnung 3. GPSGV: Der höchste Schalldruckpegel beträgt 70 dB (A) oder weniger, gemäß EN ISO 7779.

Dieses Gerät wurde nicht für die Benutzung in unmittelbarer Umgebung starker Lichtquellen (z. B. Projektoren) konzipiert.





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International ENERGY STAR® Program

As an ENERGY STAR® Partner, PFU LIMITED has determined that this product meets the ENERGY STAR® guidelines for energy efficiency.



The International ENERGY STAR® Office Equipment Program is an international program that promotes energy saving through the penetration of energy efficient computers and other office equipment. The program backs the development and dissemination of products with functions that effectively reduce energy consumption. It is an open system in which business proprietors can participate voluntarily. The targeted products are office equipment such as computers, monitors, printers, facsimiles, copiers, scanners, and multifunction devices. Their standards and logos are uniform among participating nations.

Use in High-Safety Applications

This product has been designed and manufactured on the assumption that it will be used in office, personal, domestic, regular industrial, and general-purpose applications. It has not been designed and manufactured for use in applications (simply called "high-safety applications" from here on) that directly involve danger to life and health when a high degree of safety is required, for example, in the control of nuclear reactions at nuclear power facilities, automatic flight control of aircraft, air traffic control, operation control in mass-transport systems, medical equipment for sustaining life, and missile firing control in weapons systems, and when provisionally the safety in question is not ensured. The user should use this product with adopting measures for ensuring safety in such high-safety applications. PFU LIMITED assumes no liability whatsoever for damages arising from use of this product by the user in high-safety applications, and for any claims or compensation for damages by the user or a third party.

About the Use of Mercury

Lamp(s) inside this product contain mercury and must be recycled or disposed of according to local, state, or federal laws.

To avoid unexpected injury, read the following carefully.

Doing the following actions may result in serious personal injuries:

- Do not put the substance contained in the lamp in your mouth as it has mercury.
- Do not incinerate, crush, or shred the lamps or scanner parts.
- Do not breathe the chemical liquid contained in the scanner lamps.



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Trademarks

Microsoft, and Windows are registered trademarks of Microsoft Corporation in the United States and/or other countries. ISIS and QuickScan are trademarks or registered trademarks of EMC Corporation in the United States. Adobe, the Adobe logo, and Acrobat are either registered trademarks of Adobe Systems Incorporated in the United States and/or other countries. Other product names are the trademarks or registered trademarks of the respective companies.

How Trademarks Are Indicated In This Manual

References to operating systems (OS) and applications are indicated as follows:

Windows 2000	Microsoft® Windows® 2000 Professional operating system
Windows XP	Microsoft® Windows® XP Professional operating system (32-bit/64-bit) Microsoft® Windows® XP Home Edition operating system
Windows Server 2003	Microsoft® Windows Server™ 2003 Standard Edition operating system (32-bit/64-bit)
Windows Vista	Microsoft® Windows Vista™ Home Basic operating system (32-bit/64-bit) Microsoft® Windows Vista™ Home Premium operating system (32-bit/64-bit) Microsoft® Windows Vista™ Business operating system (32-bit/64-bit) Microsoft® Windows Vista™ Enterprise operating system (32-bit/64-bit) Microsoft® Windows Vista™ Ultimate operating system (32-bit/64-bit)

Where there is no distinction between the different versions of the above operating system, the general term "Windows" is used.

Adobe Acrobat	Adobe® Acrobat®
---------------	-----------------

Where there is no distinction between the different versions of the above application, the general term "Adobe Acrobat" is used.

The version of Adobe Acrobat provided with this product may change without notice. If the instructions described in this manual differ from the actual displayed screen, refer to Acrobat's Help.

Manufacturer

PFU LIMITED
 International Sales Dept., Imaging Business Division, Products Group
 Solid Square East Tower, 580 Horikawa-cho, Saiwai-ku, Kawasaki-shi Kanagawa 212-8563, Japan
 Phone: (81-44) 540-4538

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BEFORE USING THIS PRODUCT, PLEASE READ THIS MANUAL CAREFULLY. IF THIS PRODUCT IS NOT USED CORRECTLY, UNEXPECTED INJURY CAN OCCUR TO USERS OR BYSTANDERS.

Keep this manual in a safe place so that it can be easily referred to during use of this product.

While all efforts have been made to ensure the accuracy of all information in this manual, PFU assumes no liability to any party for any damage caused by errors or omissions or by statements of any kind in this manual, its updates or supplements, whether such errors are omissions or statements resulting from negligence, accidents, or any other cause. PFU further assumes no liability arising from the application or use of any product or system described herein; nor any liability for incidental or consequential damages arising from the use of this manual. PFU disclaims all warranties regarding the information contained herein, whether expressed, implied, or statutory.

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Safety Precautions

This manual describes important details for ensuring the safe and correct use of this product. Thoroughly read this manual before you start to use this product. In particular, be sure to read and fully understand the Safety Precautions described in this manual before you use this product.

Also, store this manual in a safe place so that it can be easily referred to during use of this product.

Warning Indications Used In This Manual



WARNING

This indication alerts operators to an operation that, if not strictly observed, may result in severe injury or death.



CAUTION

This indication alerts operators to an operation that, if not strictly observed, may result in safety hazards to personnel or damage to equipment.

Symbols Used In This Manual

This manual uses the following symbols in the explanations in addition to the warning indications.



This symbol alerts operators to particularly important information. Be sure to read this information.



This symbol alerts operators to helpful advice regarding operation.



A TRIANGLE symbol indicates that special care and attention is required. The drawing inside the triangle shows the specific caution.



A CIRCLE with a diagonal line inside shows action which users may not perform. The drawing inside or under the circle shows the specific action that is not allowed.



Outline characters on a colored background show instructions users should follow. It may also include the drawing that shows the specific instruction.



Clicking this icon plays movies.



ATTENTION

NOTE for using Windows XP Service Pack 2

The Internet's security function may restrict displaying movies. In order to display the movies, allow to run the blocked active content.



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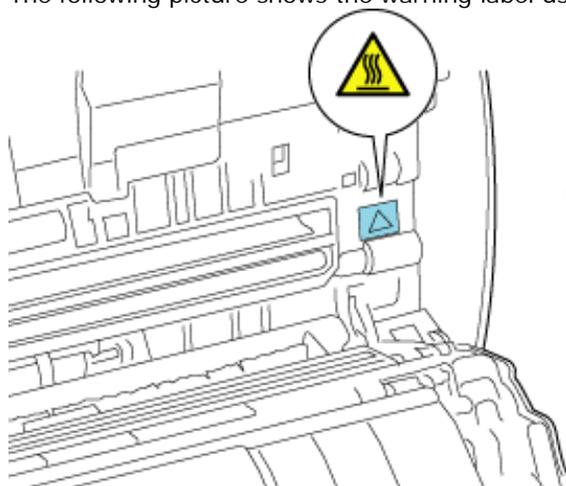
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Screen Examples In This Manual

The screen examples in this manual are subject to change without notice in the interest of product improvement. If the actual displayed screen differs from the screen examples in this manual, operate by following the actual displayed screen while referring to the User's Manual of the scanner application you are using. The screenshots in this manual were captured from the FUJITSU TWAIN32 scanner driver, ScandAll PRO Image Capturing Utility Software, FUJITSU ISIS scanner driver, QuickScan™ image capturing software and Adobe® Acrobat®.

Warning Label

The following picture shows the warning label used in this scanner.



High Temperature

The part around this label (includes the glass surface inside the ADF) becomes hot during the operation. Be careful not to touch the glass surface inside the ADF.



ATTENTION

Do NOT remove from the scanner, stain or scratch the warning labels.

About Maintenance

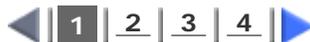
The user must not perform repairs on this scanner. Contact the store where you purchased the scanner or an authorized FUJITSU Image Scanner service provider to have repairs done on this product.



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WARNING



Do not damage the AC cable.

A damaged AC cable may cause fire or electric shock. Do not place heavy objects on AC cables, or pull, bend, twist, heat, damage or modify AC cables. Do not use damaged AC cables or power plugs, or install any cables or power plugs to loose wall sockets.



Use only specified AC cables and interface cables.

Use only specified AC cables and interface cables. Failure to use the correct cables might cause electric shock and/or equipment failure. Please do not use the AC cable provided with this scanner for other devices, since this might cause equipment failure and other troubles or an electric shock.



Make sure to ground the scanner.

Make sure to ground to avoid electric shock. Be sure to ground before plugging into a power outlet. Unplug from the outlet before removing the ground connection.



Use this scanner only at the indicated power voltage. Do not connect to multiple-power strips.

Use this scanner only at the indicated power voltage and current. Improper power voltage and current might cause fire or electric shock. Do not connect to multiple-power strips.



Do not touch the AC cable with wet hands.

Do not touch the power plug with wet hands. Doing so can cause electric shock.



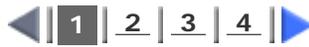
Wipe any dust from the power plug.

Wipe off any dust from metal parts on the power plug or metal fittings with a soft, dry cloth. Accumulated dust can cause fire or electric shock.



Do not install the device in locations that has oil smoke, steam, humidity, and dust.

Do not install the scanner in locations subject to oil smoke, steam, humidity, and dust. Doing so might cause a fire or electric shock.



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WARNING



Do not use the scanner if there is a strange odor.

If you detect heat coming from the device or detect other problems such as smoke, strange smells or noises, immediately turn off the scanner and disconnect its power plug. Make sure that any smoke coming from it has stopped, before contacting the store where you bought the scanner or an authorized FUJITSU scanner service provider.



Turn the scanner OFF if it is damaged.

If the scanner is damaged for any reason, turn the scanner off and unplug the power cable. Contact the store where you purchased the scanner or an authorized scanner service provider.



Do not put liquids inside the scanner.

Do not insert or drop metal objects in to the scanner. Do not scan wet documents or documents with paper clips or staples. Do not splash or allow the scanner to get wet.



If foreign objects (water, small metal objects, liquids, etc.) get inside the scanner, immediately turn off the scanner and disconnect the power plug from the power outlet. Then, contact the store where you bought the scanner or an authorized FUJITSU scanner service provider. Pay particular attention to this warning in households where there are small children.



Unplug the scanner when a trouble occurs.

Immediately unplug the scanner when a trouble occurs.
Never cut the ground connection until the scanner is unplugged from the power outlet.



Do not touch the inside of the scanner unless necessary.

Do not take apart or modify the scanner. The inside of the scanner contains high-voltage components. Touching these components might cause electric shock or fire.





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**CAUTION****Do not install the scanner on unstable surfaces.**

Make sure that the scanner is installed on a flat, level surface and that none of its parts extend beyond the surface top, such as a desk or table. Do not install the scanner on unstable surfaces. Install the scanner on a level surface that is free of vibration to prevent it from falling. Install the scanner on a strong surface that will support the weight of the scanner and other devices.

**Firmly insert the power plug.**

Firmly insert the power plug as far it can go into the power outlet.

**Do not block the ventilation ports.**

Do not block the ventilation ports. Blocking the ventilation ports generates heat inside of scanner, which may result in fire or scanner failure.

**Do not place heavy objects or stand on top of the scanner.**

Do not place heavy objects on the scanner or use the scanner's surface top to perform other work. Improper installation might cause injuries and equipment failure.

**Do not use the scanner immediately after moving it from a cold place into a warm room.**

Do not use the device immediately after moving it from a cold place into a warm room. Condensation may occur, which might lead to scanning errors. Let the device dry about one or two hours before you use it.

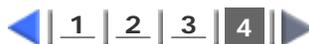
**Before moving the scanner, disconnect the power plug from the power outlet.**

Do not move the scanner with the power and interface cables connected as this can damage the cables, which can later cause fire, electric shock as well as injury. Before moving the scanner, be sure to disconnect the power plug from the power outlet, and all other interface cables. Make sure that the floor is free of any obstructions.



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**CAUTION****Protect the scanner from static electricity.**

Install the scanner away from strong magnetic fields and other sources of electronic noise. Also, protect the scanner against any static electricity, which can cause the scanner to malfunction.

**Do not use aerosol sprays near the scanner.**

Do not use aerosol sprays to clean the scanner. Aerosol sprays can blow dirt and dust inside the scanner, resulting in scanner failure or malfunction.

**Avoid any contact when scanner is in use.**

Avoid getting a sleeve, necktie, or hair caught up in any scanner mechanism during scanning since this may cause injuries.

**Disconnect the power plug from the power outlet when the scanner is not used for a long period of time.**

When the scanner is not going to be used for a long period of time, be sure to disconnect the power plug from the power outlet.

**Do not install the scanner in direct sunlight.**

Do not install the scanner under direct sunlight or near heating apparatus. Doing so might cause excessive heat to build up inside the scanner, which can cause scanner trouble or even fire. Install the scanner in a well-ventilated location.

**Before moving the scanner, make sure the transport lock is locked. (fi-6240 only)**

When moving the scanner, be sure to lock the transport lock in order to prevent damage to the scanner.



**fi-6140 / fi-6240 Image Scanner Operator's Guide**

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Chapter 1 NAMES AND FUNCTIONS OF PARTS[Prev](#)[Next](#)

This chapter describes the scanner parts and their functions.

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1.1 Checking the Contents of the Scanner Package

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When you open the scanner package, please handle the main unit and its attachments carefully.
Make sure it contains all the parts listed in the package contents list that is included in the package box.
If any parts are missing or defective, contact the dealer where you purchased the scanner or an authorized FUJITSU scanner service provider.

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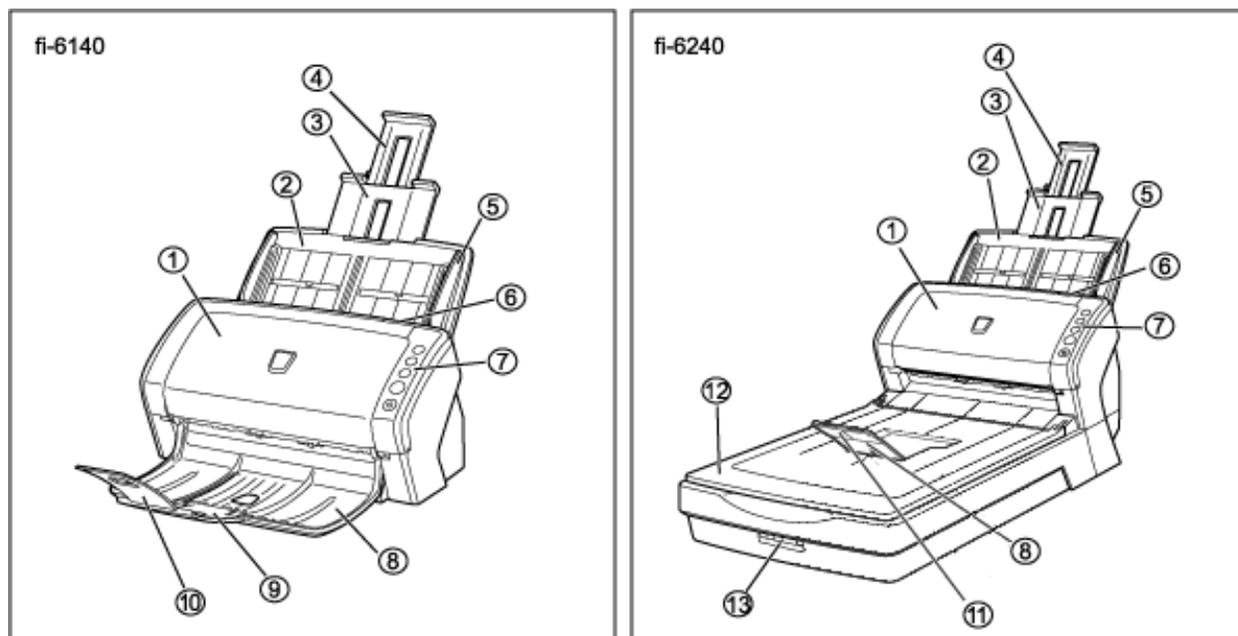
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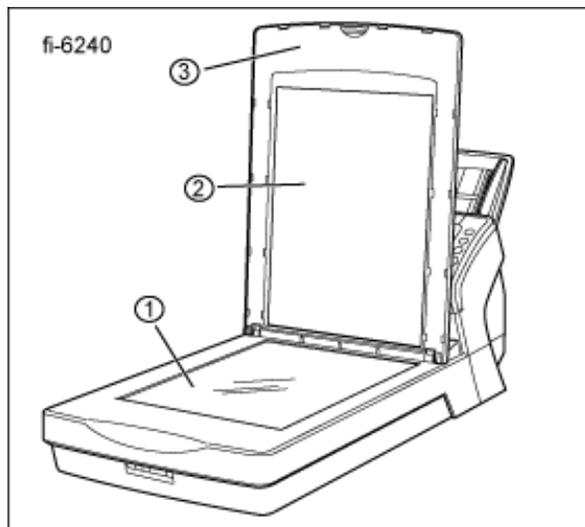
This section describes the scanner parts and their functions.

Front



No.	Name	Function
1	ADF (Automatic Document Feeder)	Transports the document to the reading position automatically.
2	ADF paper chute	Holds in place the document pages / sheets that are fed into the ADF.
3	Paper chute extension 1	
4	Paper chute extension 2	
5	Side Guide	Adjusted to the width of the paper in order not to scan skewed pages.
6	ADF open lever	Pull this lever toward you to open the ADF.
7	Operator panel	This panel consists of a Function No. Display, four operating push buttons, and a LED.
8	Stacker	Scanned documents are ejected from the ADF onto this stacker.
9	Stacker extension 1 [fi-6140 only]	
10	Stacker extension 2 [fi-6140 only]	
11	Stacker extension [fi-6240 only]	
12	Flatbed (FB) [fi-6240 only]	Place documents on the glass sheet by sheet for single-sheet scanning.
13	Transport lock switch [fi-6240 only]	Used to lock the carrier unit inside the flatbed during transportation.

Inside



No.	Name	Function
1	Document bed	Place documents on the glass when scanning through the flatbed.
2	Document holding pad	Holds documents down on the document bed.
3	Document cover	Holds the documents loaded at the reading position when closed.

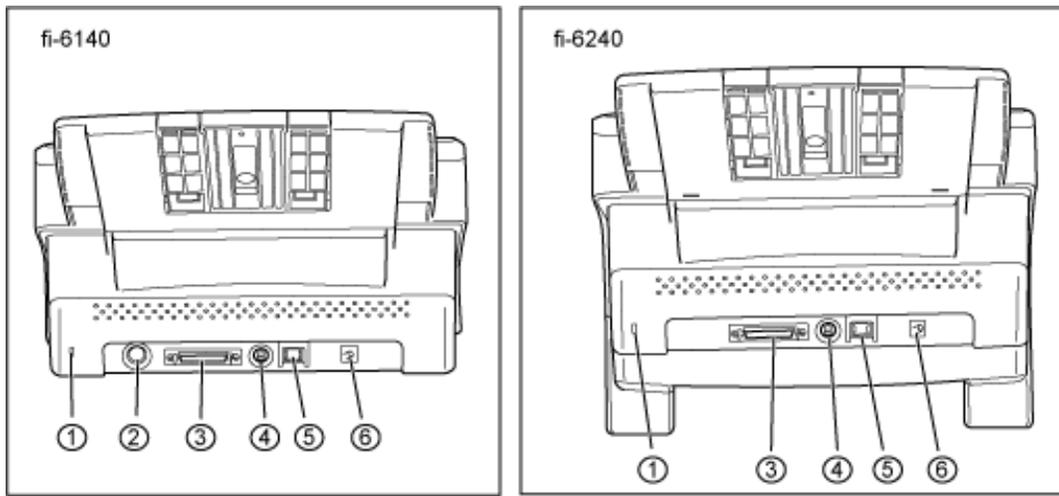


HINT

The document cover with a black document holding pad is optionally available. This type is convenient for scanning documents in black background when loading them from the flat bed.

- Name: Black Document Pad (fi-624BK)
- Parts No.: PA03540-D801

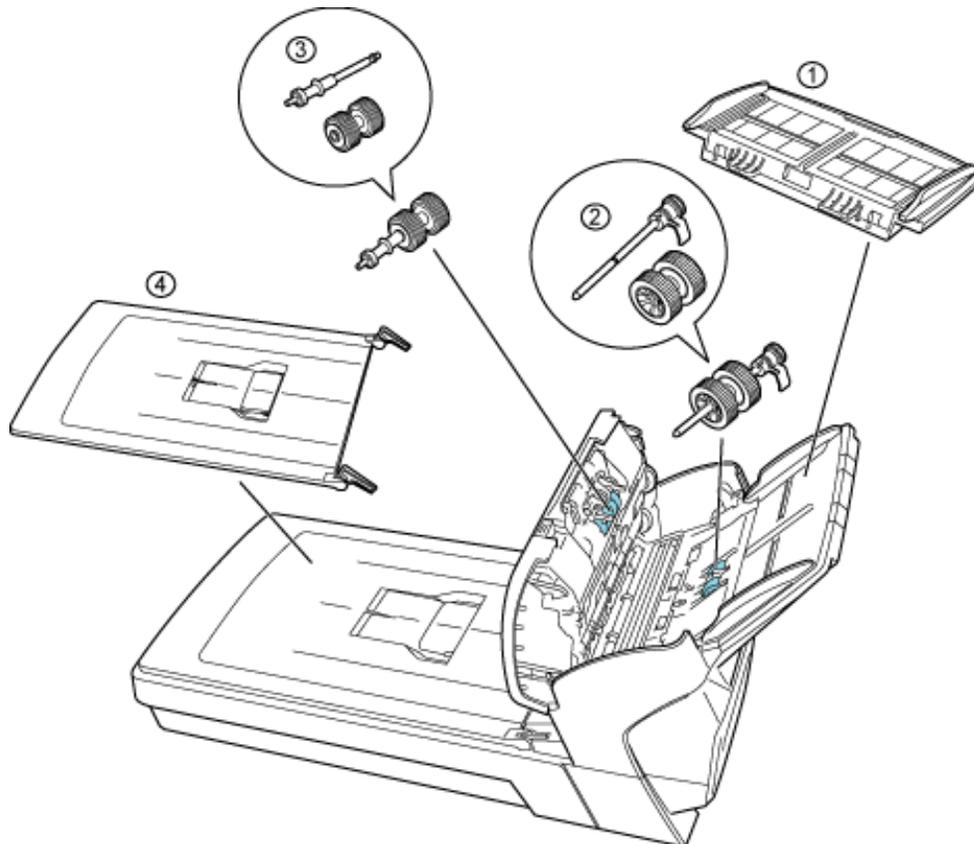
Rear



No.	Name
1	Security Slot
2	EXT connector (for imprinter connection) [fi-6140 only]
3	SCSI connector
4	SCSI ID switch
5	USB connector
6	DC inlet

Removable Parts

Parts that can be removed from the scanner are displayed below.



No.	Name
1	ADF paper chute
2	Pick roller
3	Brake roller
4	Document cover [fi-6240 only]

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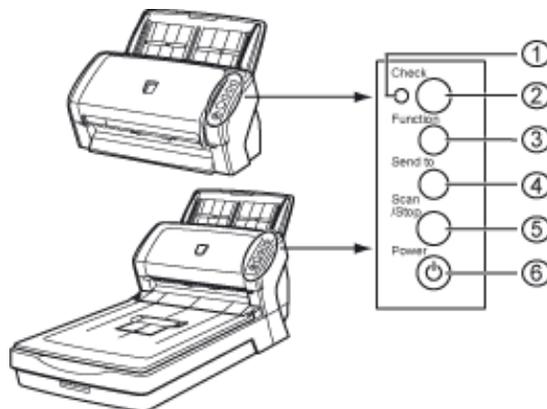
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1.3 Functions of the Operator Panel

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The operator panel is located on the right side of the scanner. This panel is comprised of a Function Number display, four buttons, and a LED.



No.	Name	Function
1	Check LED	Lights when an error occurs.
2	Function Number Display	Indicates the function number and error status.
3	Function Button	Changes the Function activated by the Send to button (*).
4	Send to Button	Launches the linked application software (*). Resets an error.
5	Scan/Stop Button	Launches the linked application software (*). Resets an error. Cancels ongoing scanning.
6	Power Button/LED	Turns the scanner ON and OFF. Lights when the scanner is turned ON.

*) About the settings on the launcher, refer to FUJITSU TWAIN32 scanner driver help, which is included in the "Setup CD-ROM," and Appendix 1 "Before Using the [Scan] or [Send to] Button."

Indications on the Function Number Display

Indication	Function
8	Blinks only one time upon turning on the scanner.
P	Indicates that the scanner has been turned ON and is being initialized.
0	Indicates that initialization will soon end.
1	Indicates that initialization has ended successfully. This status is called "Ready Status."
J U	Indicates that a recoverable error occurred during scanning with the image scanner. "J" or "U" and an "error number" is displayed alternately. When an error is indicated, press the [Scan] button or [Send to] button to return to the Ready Status ("1").

E	Indicates that an abnormality (alarm) occurred in the image scanner during its initialization or during scanning documents. <u>"E", "F", "C", "H", "A", or "L" and an "alarm number" are displayed alternately.</u> When the alarm number is displayed, press the [Scan] button or [Send to] button to return to the Ready Status ("1"). If this alarm occurs, turn the power off and on again. If the alarm continues after turning the power on again, contact the dealer where you bought the scanner or an authorized FUJITSU scanner service provider.
F	
C	
H	
A	
L	

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Chapter 2 BASIC SCANNER OPERATIONS

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This chapter describes basic scanner operations.

In this chapter Windows XP screenshots are illustrated. The screens and operations may differ slightly if the OS that you are using is other than Windows XP.

Also, when the FUJITSU TWAIN32 or FUJITSU ISIS scanner driver is updated the screens and operations noted in this chapter will differ slightly. In such case, refer to the relevant manuals or materials, which are to be supplied when updating the driver.

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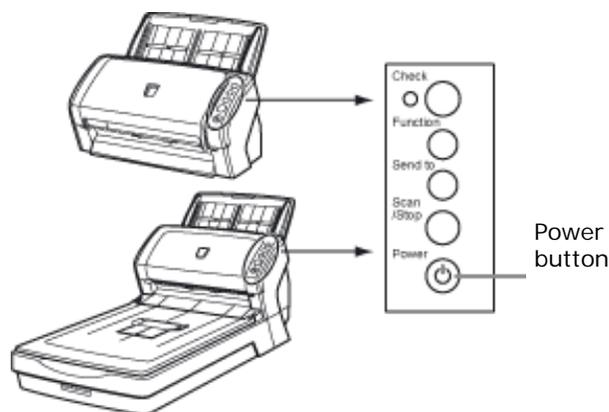
2.1 Turning the Scanner ON

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This section describes how to turn the scanner ON.
The following shows the procedure for turning the scanner ON.

1. Press the Power button on the Operator Panel.

The scanner is turned ON, and the Power LED on the Operator Panel lights in green.
Also, while the scanner is being initialized, the indication of the Function Number Display changes as follows:
"8" -> "P" -> "0" -> "1"
The indication "1" means that the Operator Panel is in the Ready Status.



HINT

To turn the scanner OFF, hold the Power button down for at least two seconds.

About Power ON/OFF Control

You can select to power the scanner on/off either by pressing the Power button, or by connecting / disconnecting the AC cable.
The procedure is as follows.

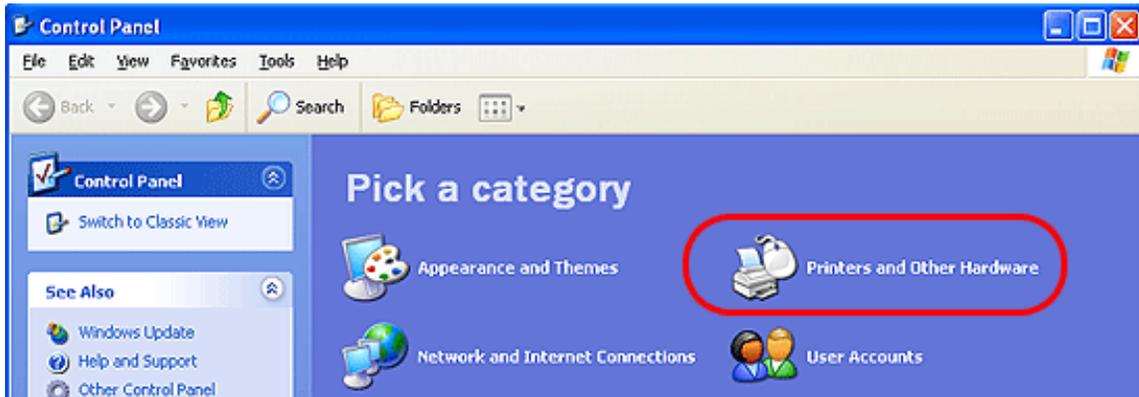
1. Confirm if the scanner is connected correctly to the PC, then power on the scanner.

For details on how to connect the scanner to a personal computer, refer to section "2.2 Connecting the Scanner to Your PC" of "fi-6140/fi-6240 Getting Started."

2. From the [start] menu, select [Control Panel].

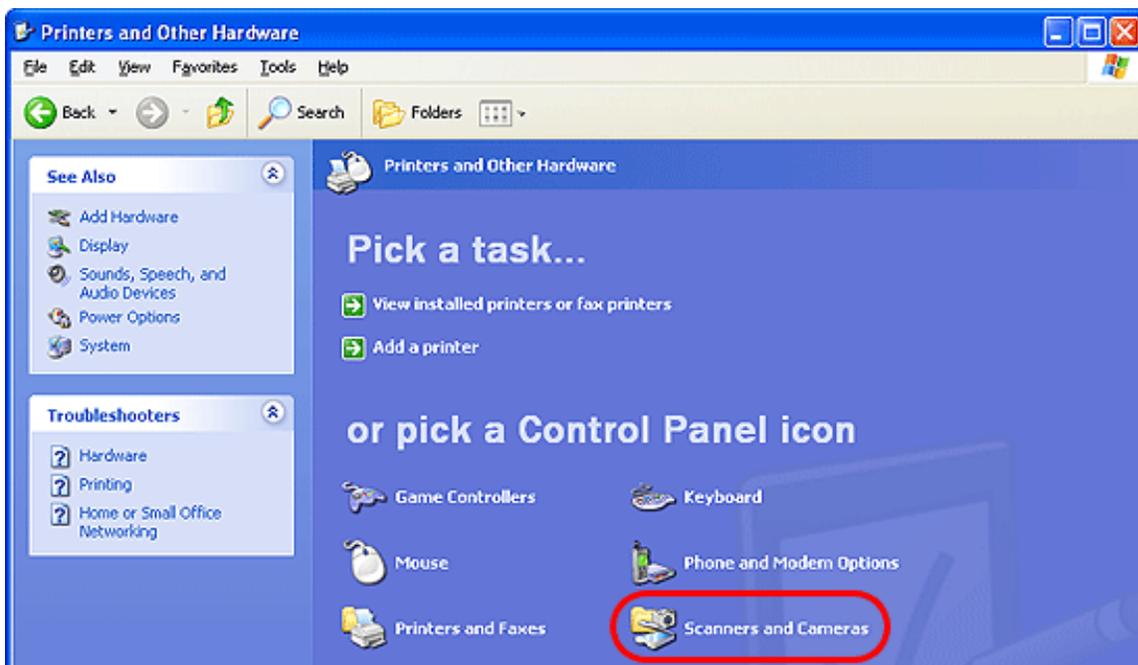
➡ The [Control Panel] window appears.

3. Double-click the [Printer and Other Hardware] icon.



➡ The [Printer and Other Hardware] window appears.

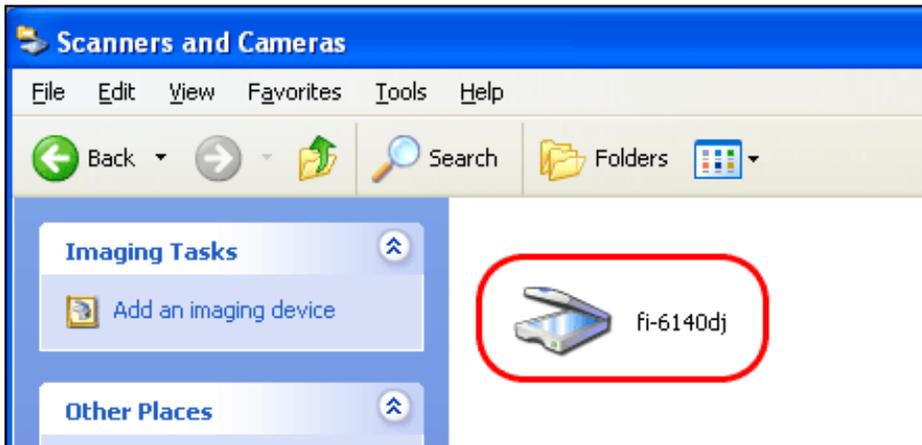
4. Double-click the [Scanners and Cameras] icon.



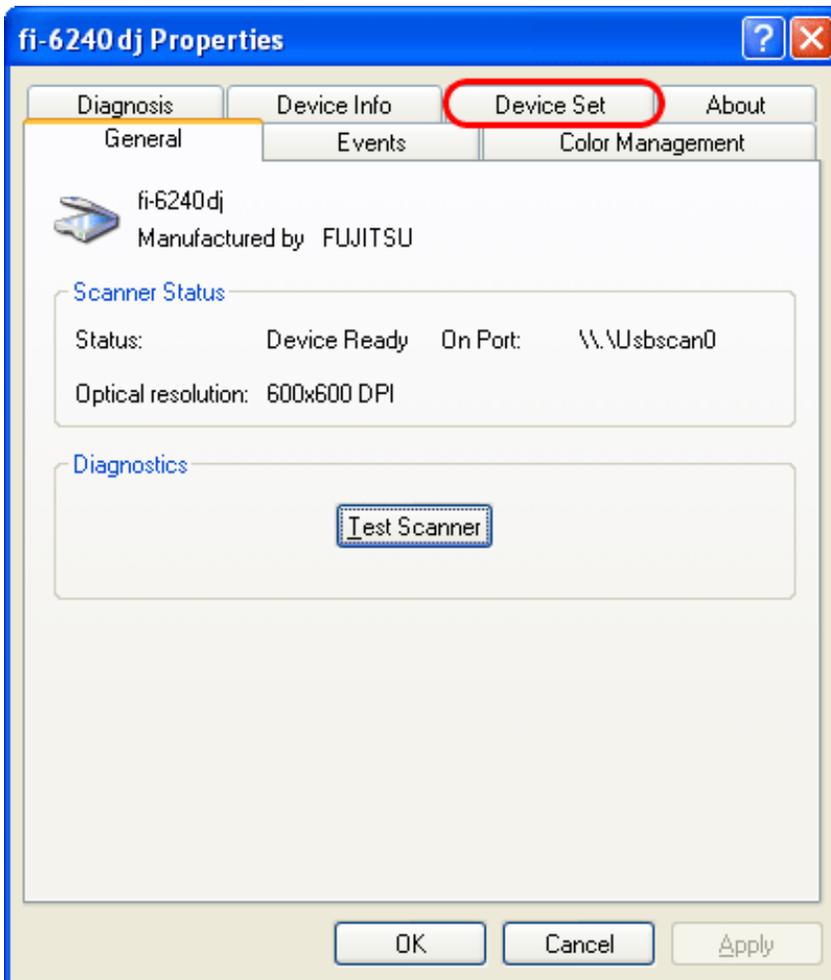
➡ The [Scanners and Cameras] window appears.

5. Select [fi-6140dj] or [fi-6240dj], and then select [Properties] from the menu.

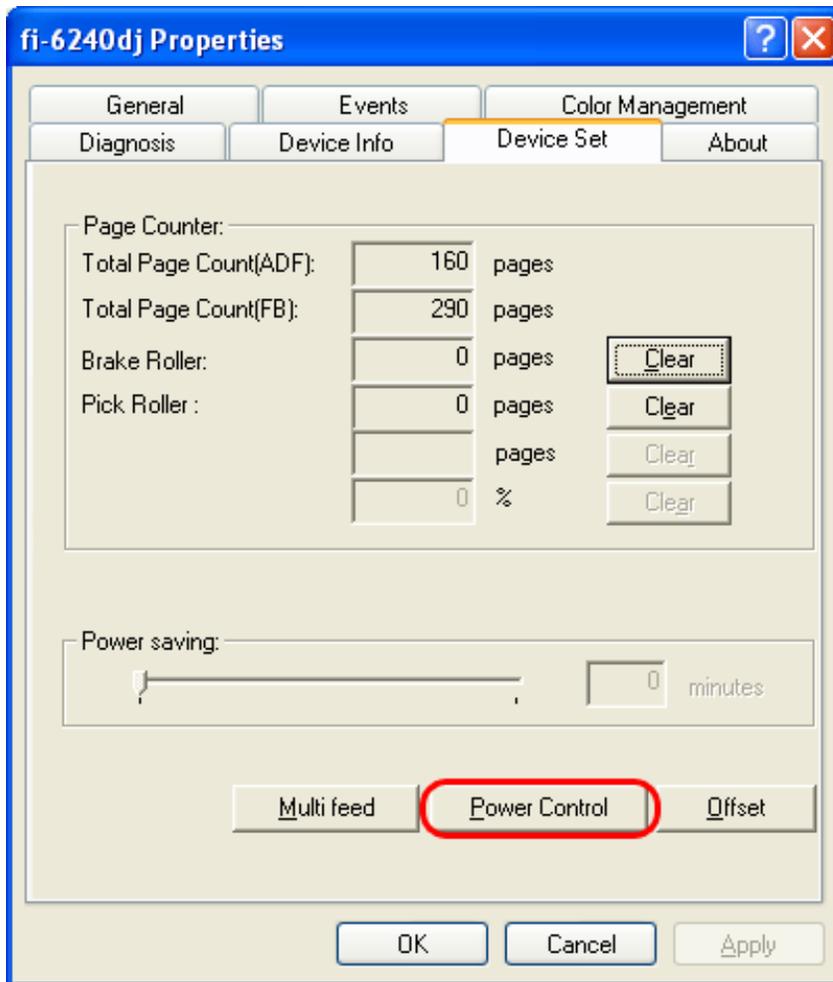
For Windows XP or Windows Server 2003; right-click [fi-6140dj] or [fi-6240dj], and then select [Properties].
For Windows 2000 or Windows Vista; double-click the [fi-6140dj] or [fi-6240dj] icon.



➔ The properties dialogbox of fi-6140dj or fi-6240dj appears.

6. Click the [Device Set] tab.

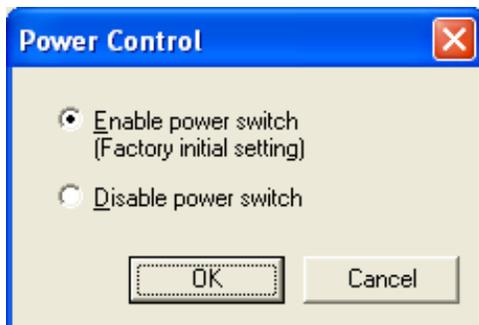
7. Click the [Power Control] button.



➔ The [Power Control] window appears.

8. Enable [Power Control].

Select [Enable power switch] to power on/off the scanner by pressing the Power button.
 Select [Disable power switch] to power on/off the scanner by connecting/disconnecting the AC cable.



9. Click the [OK] button.

Power Save Mode

The Power Save mode keeps the scanner in a low-powered state after it has been turned ON.

If no operation is performed on the scanner for 15 minutes, the scanner automatically switches to the Power Save mode. In the Power Save mode, the indication of the Function Number Display on the operator panel goes out, but the Power LED stays lit in green.

To return from the Power Save mode, perform one of the following:

- Load the document on the ADF paper chute.
- Press any button on the operator panel.
The scanner will be turned OFF when pressing down the Power button for at least two seconds.
- Execute a command from the scanner driver.

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2.2 Loading Documents on the ADF for Scanning

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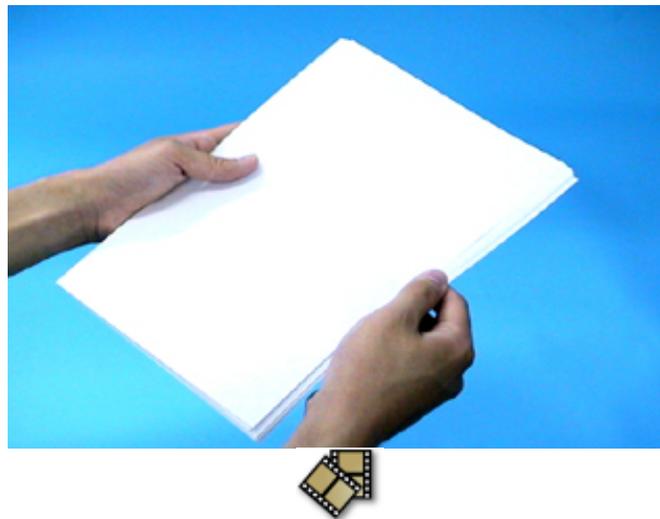

HINT

Refer to Chapter "[7 ADF AND PAPER SPECIFICATION](#)" for information about the required document sizes and paper quality for ensuring correct operation when scanning documents from the ADF.

1. Align the edges of the documents.

- 1) Confirm that all the documents have the same width.
- 2) Check the number of sheets in the document stack.
(For details, see Section "[7.3 Maximum Document Loading Capacity](#)."
- A4/letter-size paper or smaller that makes a document stack of 5 mm or less
- Maximum 50 sheets at A4/letter, 20 lb, or 80 g/m²)

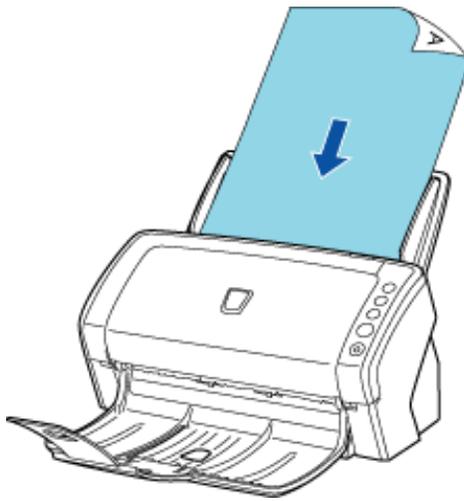
2. Fan the documents as follows:



- ① Select a stack of documents 5 mm or less high.
- ② Hold the document with both hands and fan it out several times.
- ③ Turn the document by 90 degrees, and then fan it in the different orientation again.

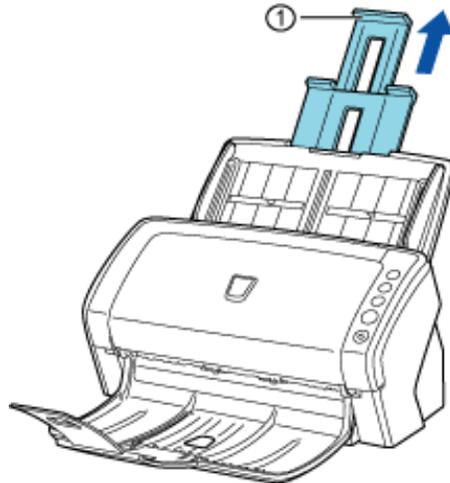
3. Load the document on the ADF paper chute.

Set the documents face-down in the ADF paper chute (so that the side to be scanned faces towards the ADF paper chute).



HINT

- Pull out the paper chute extensions to support the document when necessary.



- ID cards can be loaded either in vertical or horizontal orientation.

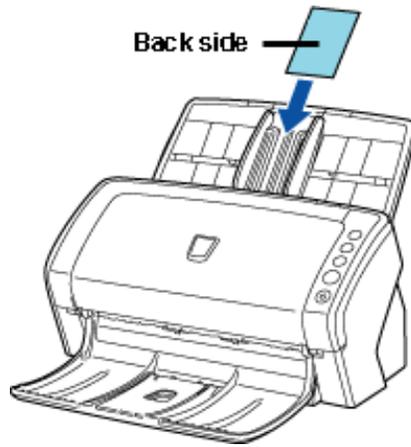
① Paper chute extensions



ATTENTION

This scanner can scan ID cards through the Automatic Document Feeder with the following precautions.

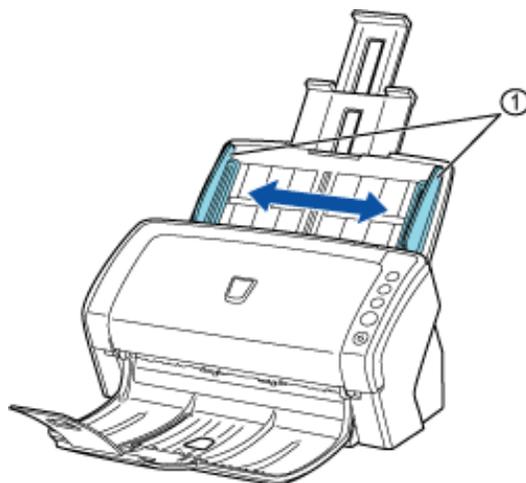
- You can place up to three cards at a time into the Automatic Document Feeder.
If the card is embossed (i.e., a card with raised lettering), place one card at a time.



- It is recommended that the front side of the card be placed face down in the Automatic Document Feeder.
- The card to be scanned should be within the ISO7810 compliance, type ID-1.
Dimensions: 3.4 inch (height) x 2.1 inch (width)/ 86 mm x 54 mm
Thickness: 0.056 inches / 1.4 mm or less
Material: PVC (Poly vinyl chloride) or PVCA (Polyvinyl chloride acetate)
Note: Before scanning your card, test with a dummy card of the same material to see if it can be fed into the ADF properly.
- Cards that are excessively rigid or less flexible may not feed smoothly and excessive noise may occur.
Note: If the cards do not feed smoothly, try:
 - Scanning one card at a time.
 - Enabling [Automatic Paper Size Detection]. For how to configure this setting, see Section "3.10 Correcting Skewed Documents."
 - Raising the resolution.
- Cards should be clean from oil and without labels.
- Cards cannot be scanned when the imprinter is installed.

4. Adjust the side guides to the width of the documents.

Move the side guides so that they touch both sides of the documents. If there is any space between the side guides and the edges of documents, the scanned image may be skewed.



① Side guides

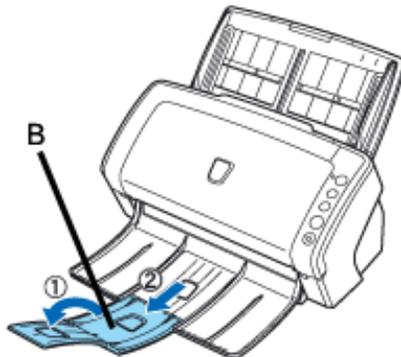
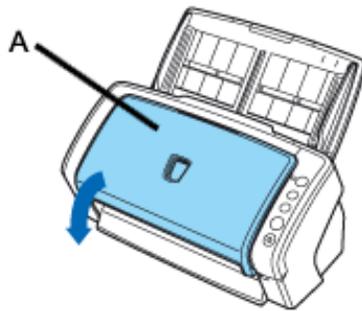


HINT

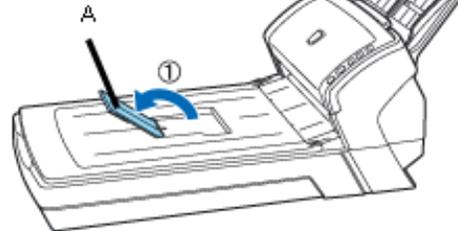
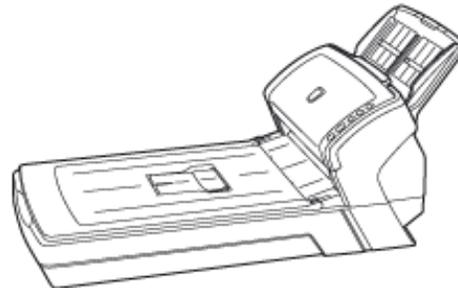
Use of the stacker or stacker extension prevents document sheets from dropping after they are scanned.

Use the stacker and stacker extension as shown in the figure below.

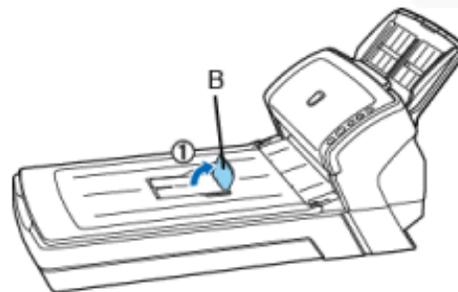
fi-6140



fi-6240



When the document size to scan is A5 or longer in length



When the document size to scan is A6 or longer in length and A5 or narrower in width
(Do not force to open the stacker extension wider than the right angle. Otherwise, it may be damaged.)

A. Stacker

B. Stacker extension

5. Start up the scanner application, and scan the document.

For details on how to scan documents using the ScandAll PRO application, see Section "[2.6 How to Use ScandAll PRO.](#)"

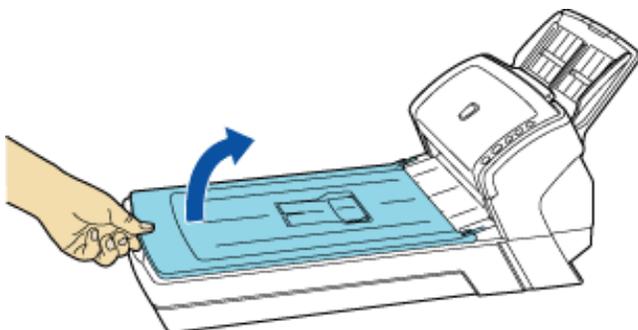
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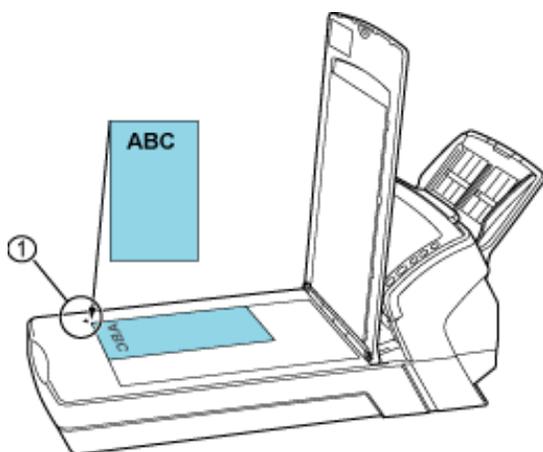
2.3 Loading Documents on the Flatbed for Scanning [fi-6240 only]

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1. Lift up the document cover.



2. Load the document on the document bed with the scanning face down and the top left corner aligned with the reference point (1).



① Reference point

3. Gently close the document cover.

4. Start up the scanner application, and scan the document.

For details on how to scan documents using the ScandAll PRO application, see Section "[2.6 How to Use ScanAll PRO.](#)"



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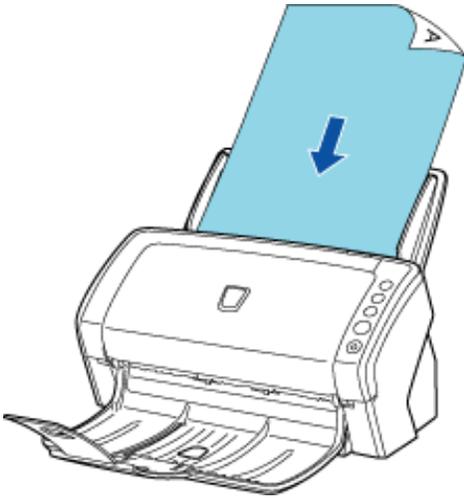
2.4 Scanning Documents

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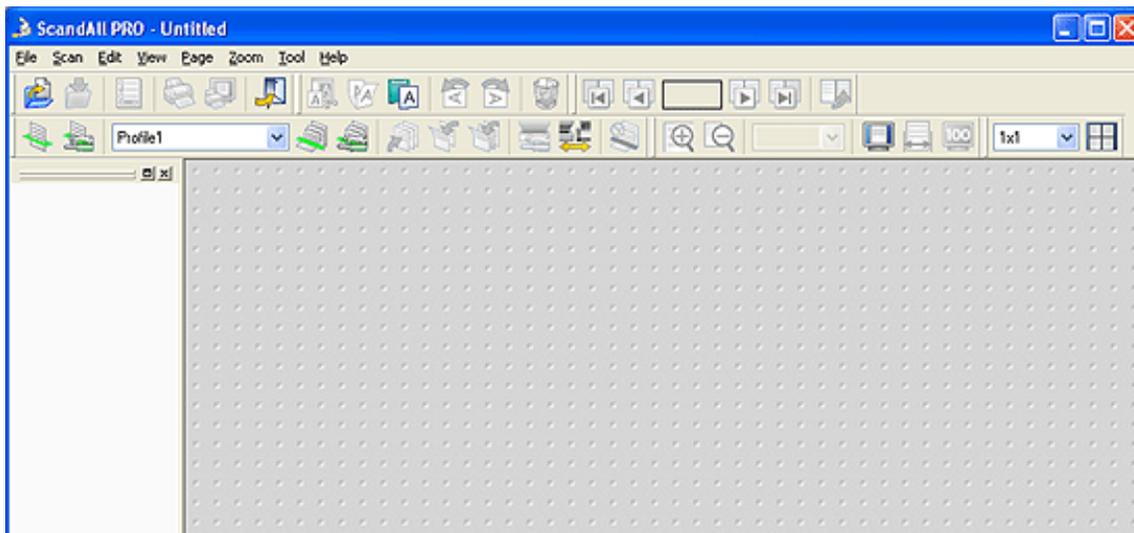
This section describes how to scan documents using this scanner.
The basic steps for scanning documents are as follows:

1. Load the document on the scanner's ADF paper chute or Flatbed.

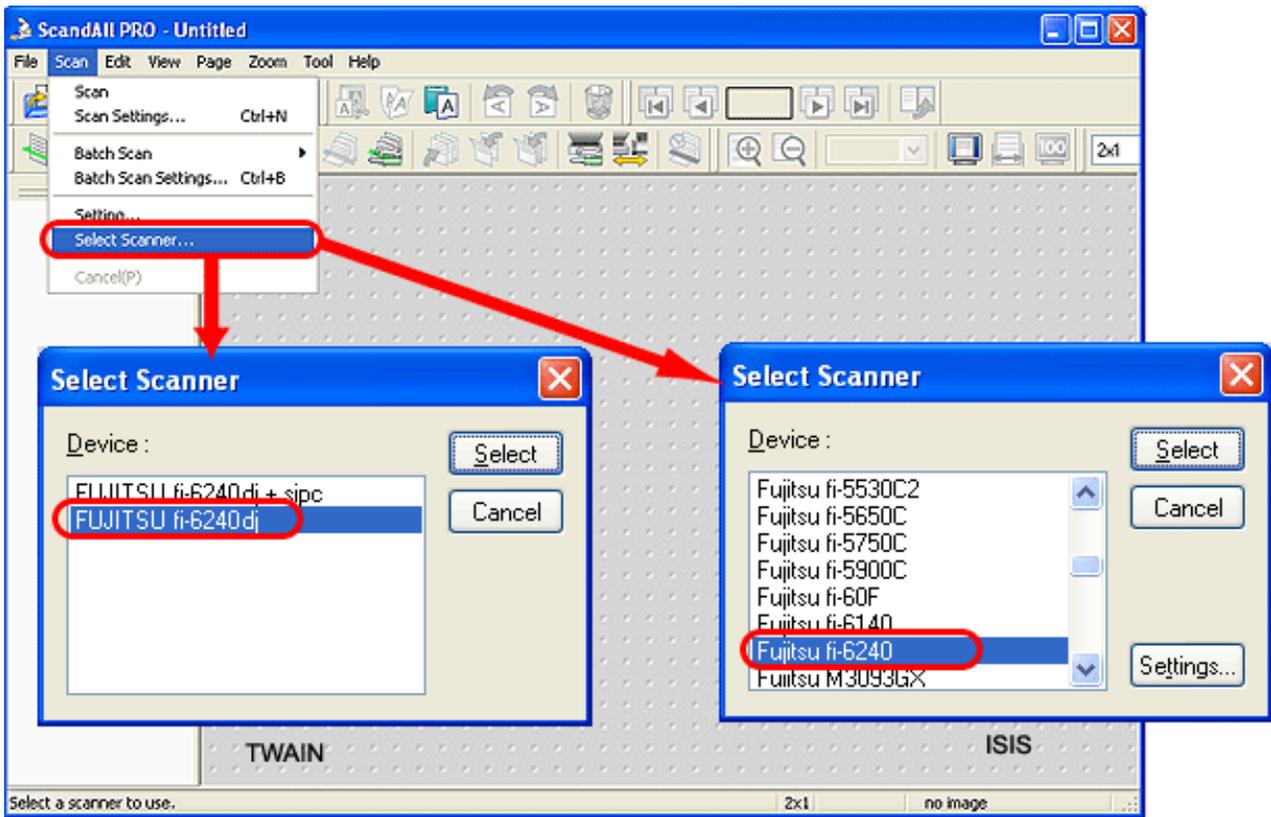
For details on how to load documents, see Sections "[2.2 Loading Documents on the ADF for Scanning](#)" and "[2.3 Loading Documents on the Flatbed for Scanning](#)."



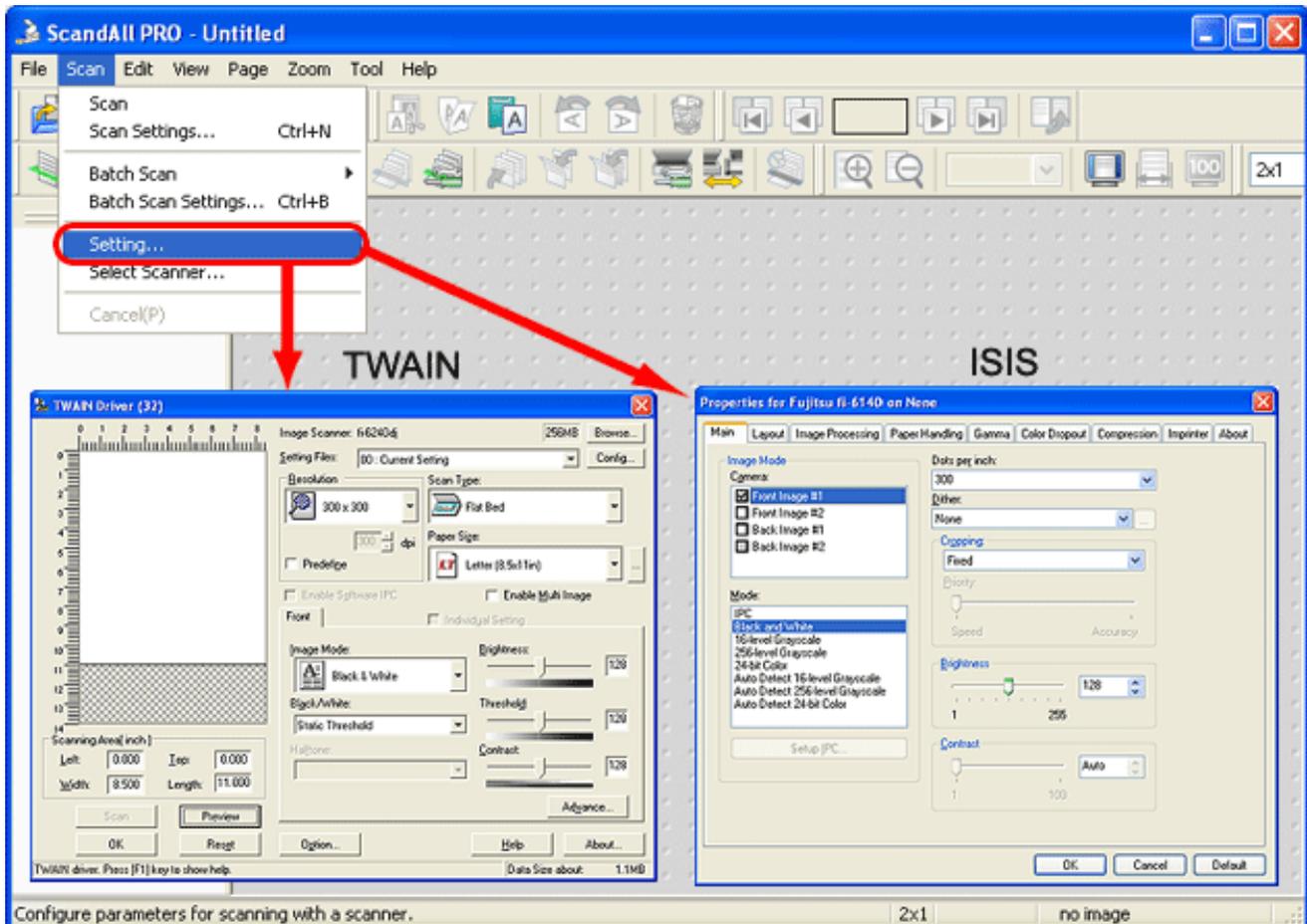
2. Launch an application you want to use for scanning. (The following shows an example screen when ScandAll PRO is selected.)



3. Select a scanner to use.

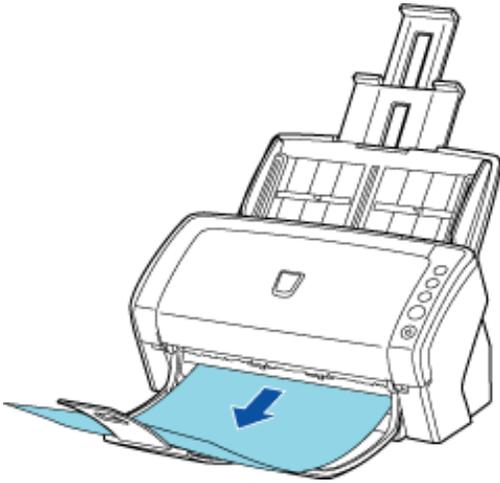


4. In the application, invoke a scanner driver.



5. In the driver setup dialog box, configure settings for scanning.

6. Scan the document.



7. Save the scanned document image files.



HINT

- In this section, screenshots taken in ScandAll PRO are used as examples. Depending on the application you use, procedures and operations may differ from those examples herein.
- For more information about how to scan documents by using ScandAll PRO, see Section "2.6 How to Use ScandAll PRO."
If you want to use other applications for scanning, refer to the respective manuals that come with the applications.



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2.5 How to Use the Scanner Drivers

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To scan documents with the scanner, a scanner driver and application supported by the driver are prerequisites. This scanner is accompanied with two drivers; one is a TWAIN-compliant driver, FUJITSU TWAIN 32 Scanner Driver, and the other is an ISIS-compliant driver, FUJITSU ISIS Scanner Driver, and an application named ScandAll PRO, which supports both the drivers FUJITSU TWAIN 32 and FUJITSU ISIS.

In this section, how to use these drivers is described.

For information about how to use ScandAll PRO and how to invoke a scanner driver via ScandAll PRO, see Section "[2.6 How to Use ScandAll PRO.](#)"

FUJITSU TWAIN 32 Scanner Driver

The FUJITSU TWAIN 32 Scanner Driver is a driver for scanning documents with the scanner based on a TWAIN-compliant application.

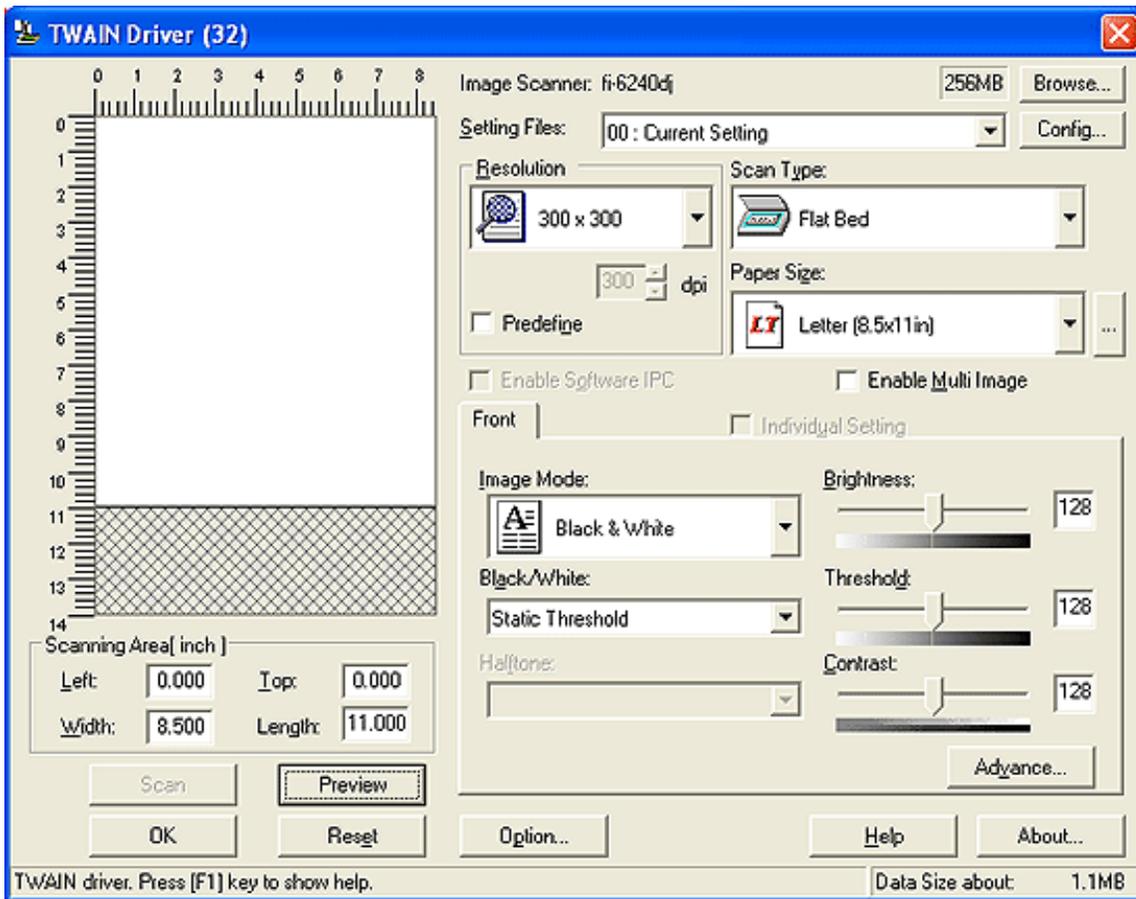
Usually, you can configure the scanner settings in the scanner driver's setup dialog box, invoking a scanner driver via an application. (Depending on the application settings, this setup dialog box may not appear.)



HINT

How to invoke a scanner driver varies depending on the application. For details, refer to the manual or help of the application you use. For information about how to invoke a driver via ScandAll PRO, see Section "[2.6 How to Use ScandAll PRO.](#)"

FUJITSU TWAIN 32 Scanner Driver Setup



Configure the FUJITSU TWAIN 32 Scanner Driver settings in the dialog box above. Major setting items are listed below.

* For details on each function, refer to "FUJITSU TWAIN 32 Scanner Driver Help."

Resolution

You can specify the resolution for scanning images.

Default values are selectable from the drop-down list, and a [custom] value (can be specified in increments of 1 dpi from 50 to 600 dpi) can also be selected by clicking a pair of up/down buttons.

By marking the [Predefine] checkbox, you can select one of three predefined settings, [Best], [Better], and [Normal], and this allows you to scan documents simply and quickly.

You can also set values of [Best], [Better], and [Normal] as desired in a window that appears when the [...] button is clicked.

Scan Type

You can specify the scanning side(s) of document or feeding source [fi-6240 only]; Front Side, Back Side, Duplex, or Flatbed. You can specify Front Side or Duplex for long-page documents whose size is longer than A3.

Paper Size

You can select the size of documents to be scanned from the list.

Windows for customizing the paper size will appear when you click the [...] button.

You can save any document size as a customized setting (up to three) or for changing the order of paper sizes in the list.

**Image Mode**

You can specify the image type to output the scanned documents.

Black & White	Documents are scanned in binary (black and white) mode.
Halftone	Documents are scanned through halftone processing in binary (black and white) mode.
Grayscale	Documents are scanned in gradations from black to white. In this mode, you can select 256 gradations or 4 bits (16 gradations).
Color	Documents are scanned in color mode. In this mode, you can select 24 bit Color, 256 Colors, or 8 Colors.

**[Scan] Button**

Clicking this button starts scanning documents with the current settings.

**[Preview] Button**

Documents are scanned preliminarily before the actual scanning.
You can confirm the image of the documents in the preview window.

**[OK]/[Close] Button**

Clicking this button saves the current settings and closes this window.

**[Reset] Button**

This button is used to undo changes of settings.

**[Help] Button**

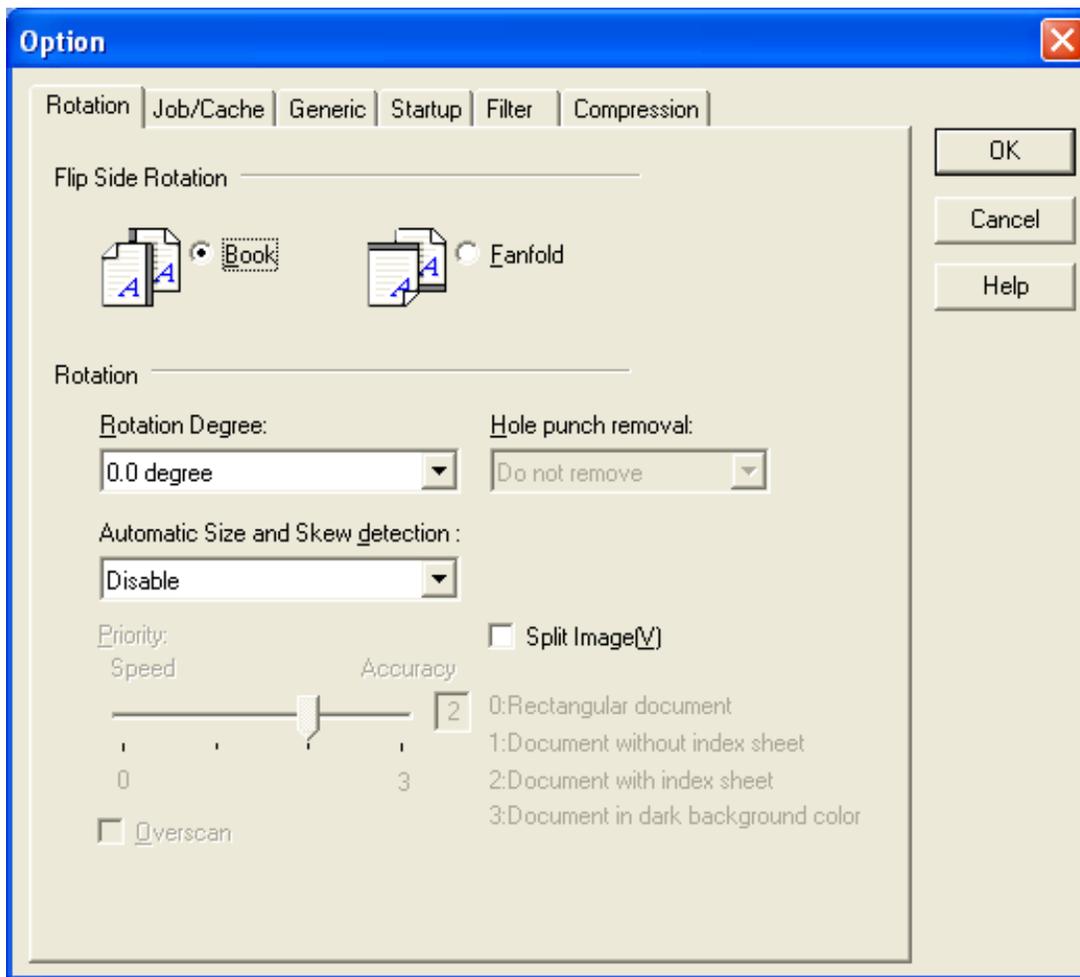
Clicking this button opens the [FUJITSU TWAIN 32 Scanner Driver Help] window.
The window also opens by pushing the [F1] key.

**[About] Button**

Clicking this button opens an information window about the FUJITSU TWAIN 32 Scanner Driver's version.

**[Option] Button**

You can set options in the dialog box below.



[Rotation] Tab

Select this tab when configuring settings for the image rotation, document size and skew detection, overscan, hole punch removal, and split image.

[Job/Cache] Tab

Select this tab when setting cache mode, multifeed detection, blank page skipping, paper protection, etc.

[Generic] Tab

Select this tab to change the unit displayed in the Setting Window for the FUJITSU TWAIN 32 Scanner Driver. Select [mm], [inch], or [pixel].

[Startup] Tab

Select this tab for configuring settings on the scanner's Operator Panel.

[Filter] Tab

Select this tab for setting the image processing filter(s).

Digital Endoser	A character string (alphanumerics) can be added in the scanned document.
Page Edge Filler	Fills up the margins of the scanned document images with a selected color.

[Compression] Tab

Select this tab for setting the compression rate of JPEG Transfer.



[Advance] Button

Click this button for settings of the advanced image processing.
You can set Edge Extract, Gamma Pattern, Dropout Color, Reverse, etc.



[Config] Button

Click this button for configuring the Setting Files.
You can save the changes made to a Setting File. From the next scanning, a set of settings are quickly switched by using these Setting Files.

For details of each function, refer to the "FUJITSU TWAIN 32 Scanner Driver Help."

FUJITSU ISIS Scanner Driver

The FUJITSU ISIS Scanner Driver is a driver software used to scan documents with a scanner from an ISIS-compliant application.

Usually, you configure settings for scanning in the setup dialog box of the scanner driver, which is invoked from an application. (Depending on the application setting, the setup dialog box may not be displayed.)

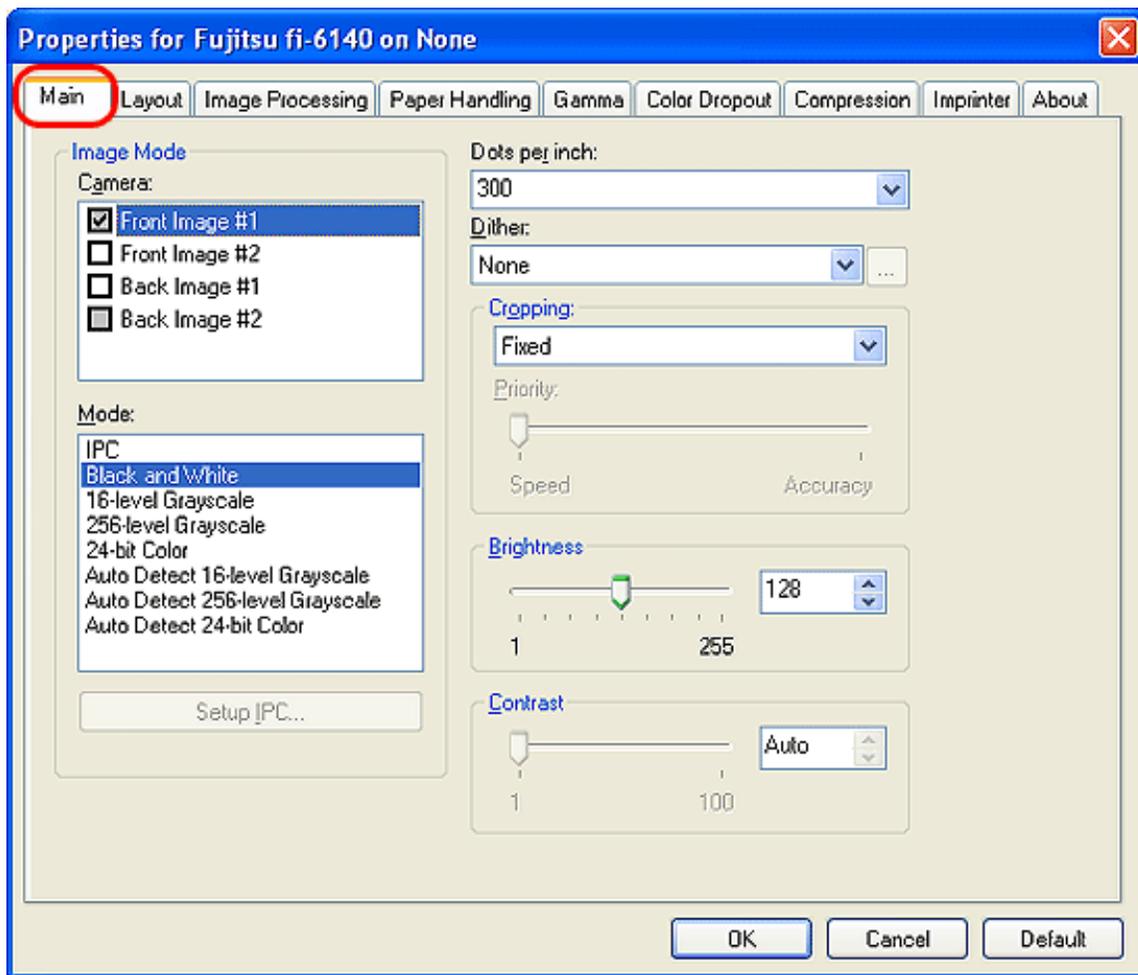


HINT

How to invoke a scanner driver varies depending on the application. For details, refer to the manual or help of the application you use.
For information about how to invoke a driver via ScandAll PRO, see Section "[2.6 How to Use ScandAll PRO](#)."

FUJITSU ISIS Scanner Driver Setup

[Main] Tab



Camera

You can select a side or sides to scan.

The marked checkbox side is targeted for scanning.

When you mark only the Front Image checkbox, simplex scanning is performed. When you mark both the Front Image and Back Image checkboxes, duplex scanning is performed.

You can also specify two settings (#1/#2), Color/Grayscale and Binary (black-and-white), for each side, and output two types of images at a scan (multi-image).

Settings configured in this dialog box take effect on the selected side or sides (Front Image #1/Front Image #2/Back Image #1/Back Image #2).



HINT

If you select Color or Grayscale mode for a side (Front Image #1 or Back Image #1), you can select only Binary (black-and-white) mode for the same side (Front Image #2 or Back Image #2, respectively). In turn, if you select Binary (black-and-white) mode for a side (Front Image #1 or Back Image #1), you can select either Color or Grayscale mode for the same side (Front Side #2 or Back Image #2, respectively).



Mode

You can select a color mode to use from the menu.

IPC	Documents are scanned in binary (black-and-white) mode with Image Processing Software Option. When this setting is selected, the [Setup IPC] button below becomes selectable. (This button is visible only if Image Processing Software Option is installed on the computer.)
Black & White	Documents are scanned according to a binary threshold. Black and white are distinguished based on this set threshold. This mode is suitable for scanning line drawings and text only documents.
16-level Grayscale	Documents are scanned in 16 gray levels. In this mode, each pixel uses 4 bits.
256-level Grayscale	Documents are scanned in 256 gray levels. In this mode, each pixel uses 8 bits.
24-bit Color	Documents are scanned as 24-bit full-color images. This mode is suitable for scanning color photographs. More memory is used than in Grayscale mode.
Auto Detect 16-level Grayscale 256-level Grayscale 24-bit Color	This mode automatically detects whether the scanned documents are color or binary (black-and-white). In this mode, color documents are output as color or grayscale images, and monochrome documents are output as binary (black-and-white) images. Under [Camera], configure settings for detected-as-color documents with #1, and configure settings for detected-as-black-and-white documents with #2.



[Setup IPC] Button

Click this button when configuring settings for scanning with Image Processing Software Option.



HINT

For how to configure settings for Image Processing Software Option, refer to "Image Processing Software Option User's Guide." To view "Image Processing Software Option User's Guide", from the [start] menu, select [All Programs] → [Image Processing Software Option] → [USER'S GUIDE].



Resolution

You can specify the number of pixels (dots) per inch.

Select a preset resolution from the list or type in any value (from 50 to 600, or 1200) in the box.

(If you enter a number from 601 to 1199, the resolution is automatically set to 300 dpi.)

The higher the resolution, the more memory is required.



Halftone

You can select a halftone pattern. This setting is available when [Black and White] is selected under [Mode].

Dither Pattern 0	This setting is suitable for scanning highly-colored photographs.
Dither Pattern 1	This setting is suitable for scanning highly-colored documents containing both text and photographs.
Dither Pattern 2	This setting is suitable for scanning lightly-colored photographs.
Dither Pattern 3	This setting is suitable for scanning lightly-colored documents containing both text and photographs.
Error Diffusion	This function minimizes differences between a target pixel and pixels near the target.
Download	This function processes gray tone images with the dithered pattern downloaded.

Cropping

Select how to crop scanned document images to output.

Fixed	Scanned document images are output in a specified size.
Detect Length	The rear end of a scanned document is detected and scanning is performed for the original length. When shorter sheets are included in a batch of documents to scan, output images are adjusted to their original size.
Automatic	The page size of the scanned documents is automatically detected and the images are output in the detected page size. The skew of documents is also automatically detected and corrected to output correct images.

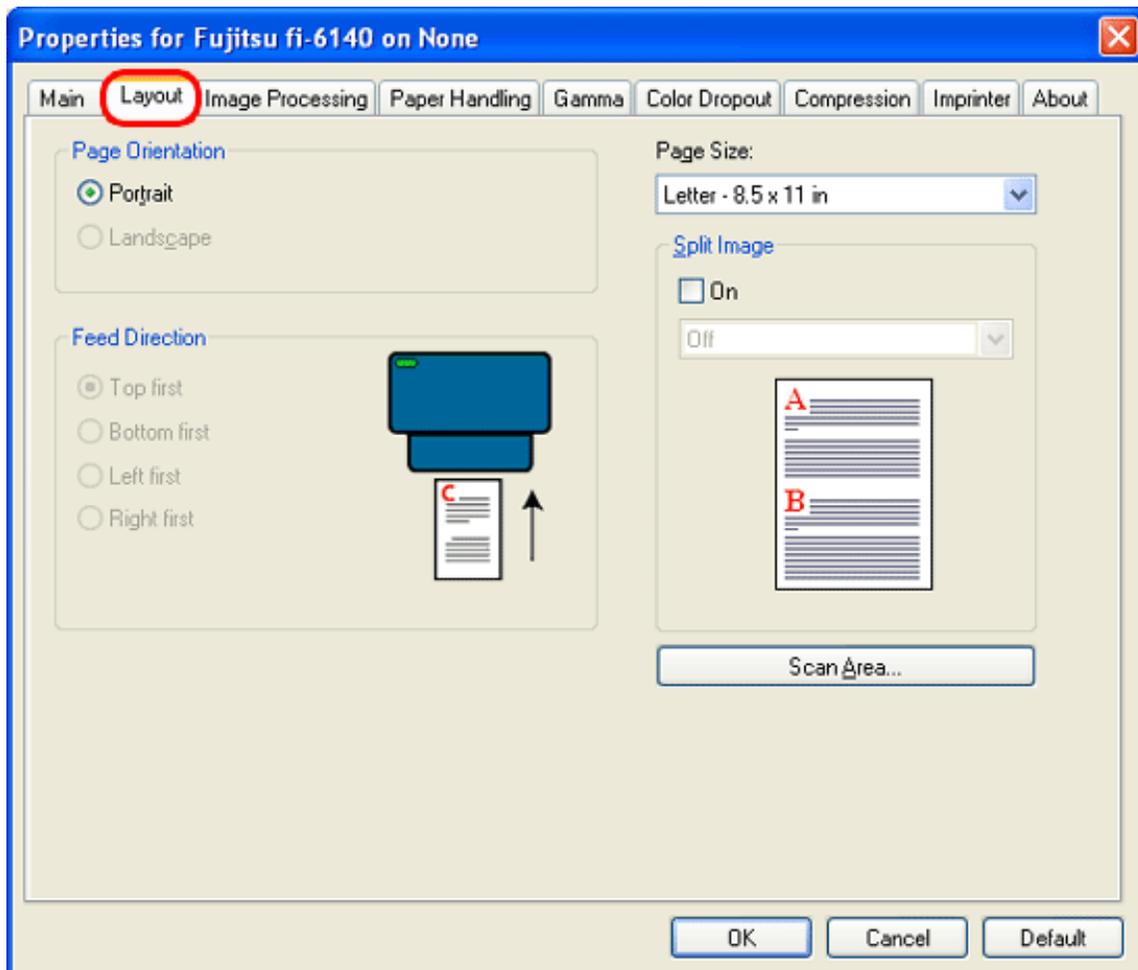
Brightness

You can set the brightness of the entire image. Specify a number from 1 (darkest) to 255 (brightest) as the brightness value. The higher the value, the brighter the image. The lower the value, the darker the image.

Contrast

You can set the contrast of the scanned image. Specify a number from 1 (low [soft]) to 100 (high [sharp]) to increase brightness for the entire image. Select a higher value to emphasize the difference in brightness between the light and dark areas of the image.

[Layout] Tab



Page Orientation

You can select the page orientation (Portrait or Landscape).

Page Size

You can specify the paper size of documents to be scanned. Select a size from the drop-down list.

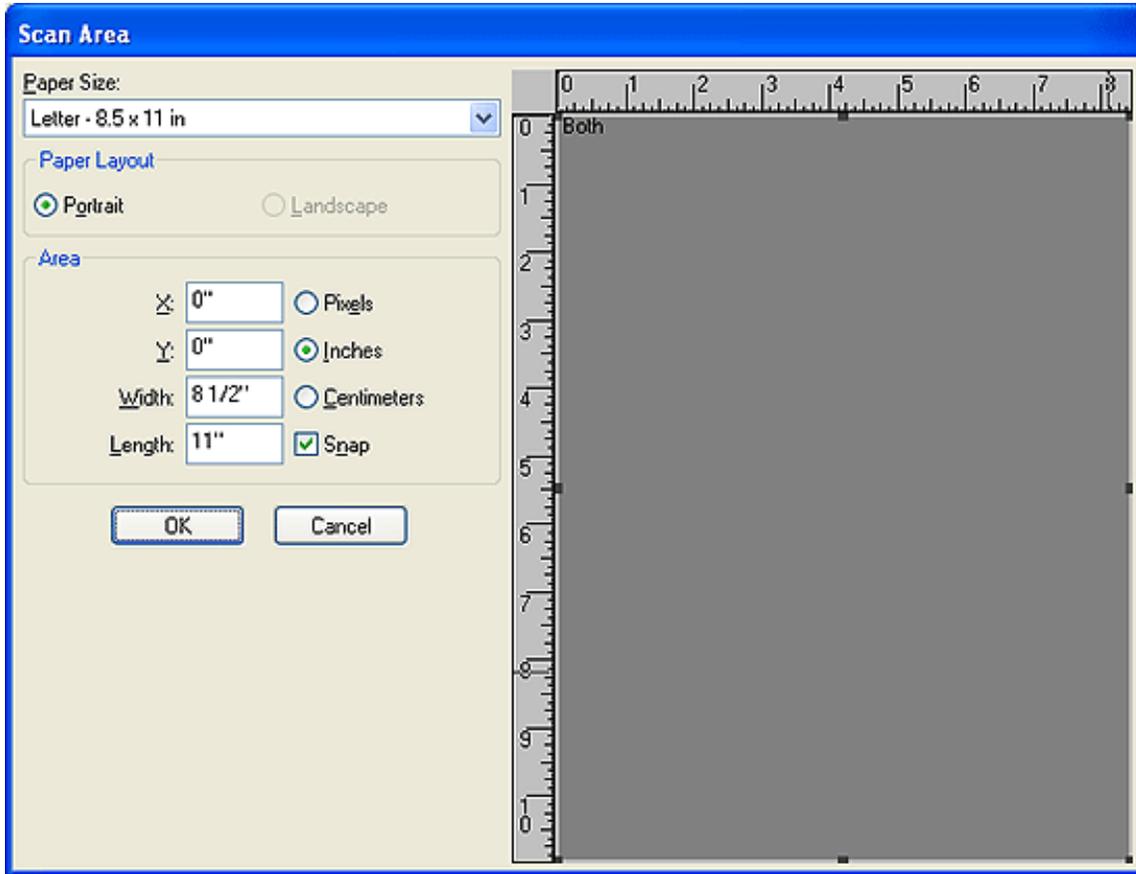
Split Image

You can split a scanned image into two. You can also rotate the split images by specifying the rotation angle.

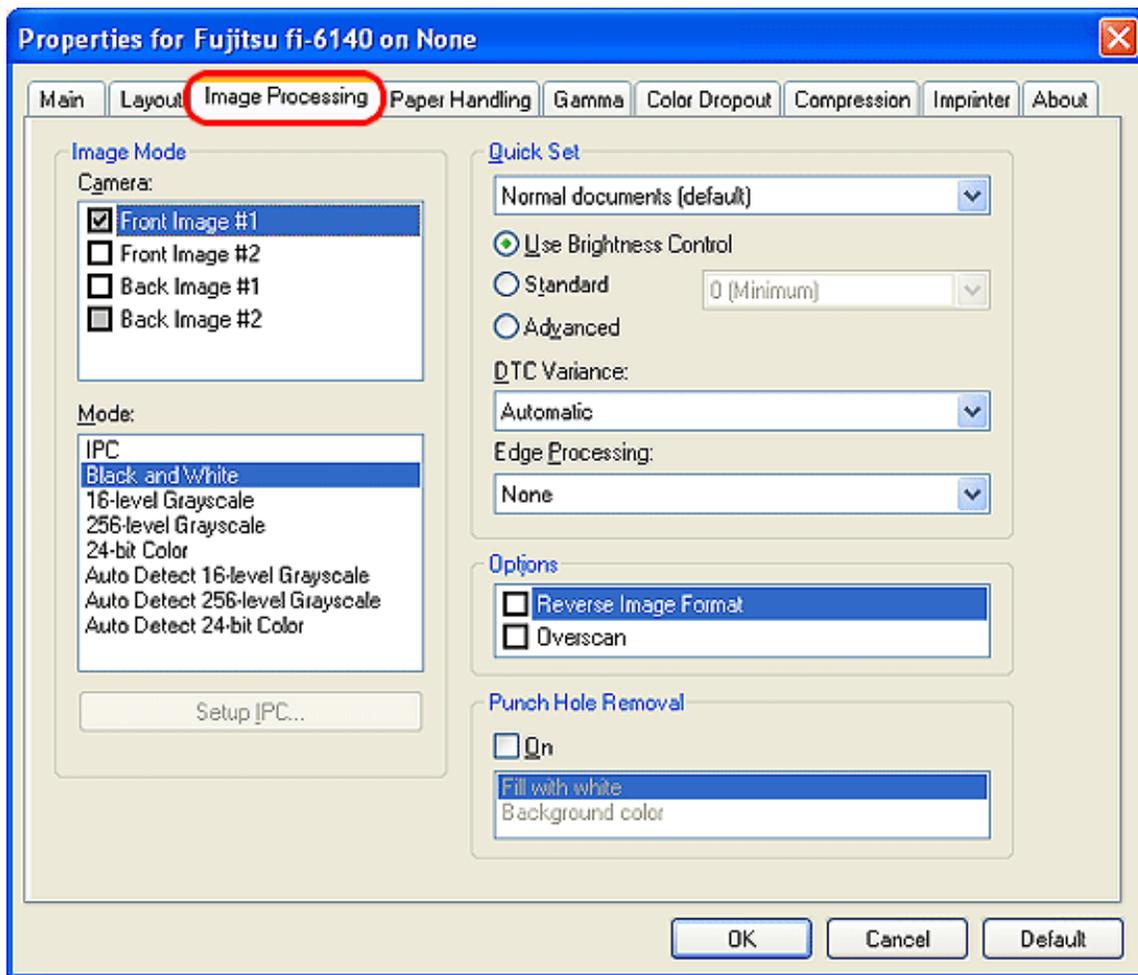
[Scan Area] Button

Clicking this button displays the [Scan Area] dialog box.

You can specify an area to be scanned for a page of the selected size. By dragging the rectangle on the page with the mouse, you can change the size of the area. You can also specify the area by typing in numbers in the boxes.



[Image Processing] Tab



Quick Set

Some image-processing-related settings, which are commonly used, are readily available. Select a setting pattern, and you do not have to configure settings one by one. The following setting patterns are available (Selectable only when [Black and White] is selected under [Mode]):

Normal documents (default)	This setting pattern is suitable for scanning business documents often handled in the office.
Advanced DTC	Any types of documents are binarized in good conditions. Even if you scan documents containing light text, text on the colored background, and color charts, which do not lend themselves to scanning based on the ordinary binarization, you can obtain high-quality images.
NCR forms with background removed	You can remove the background and smooth out jaggies in the image.
Magazines, Brochures, etc.	This setting pattern is suitable for scanning magazines and brochures, which contain both text and images.
Custom Settings	You can specify the following image-processing-related settings separately.

DTC Variance

You can select a DTC Variance setting depending on the brightness of the image.

Edge Processing

You can select a setting depending on how sharp you want to make the image.

Low, Mid, High	Outlines of images are emphasized. Select a setting from Low, Mid, and High.
Smoothing	Jaggies are smoothed.

Reverse Image Format

You can output reversed images.

Overscan

You can set the overscan function. Documents are scanned in a paper size larger than the one specified in the [Paper Size] drop-down list.

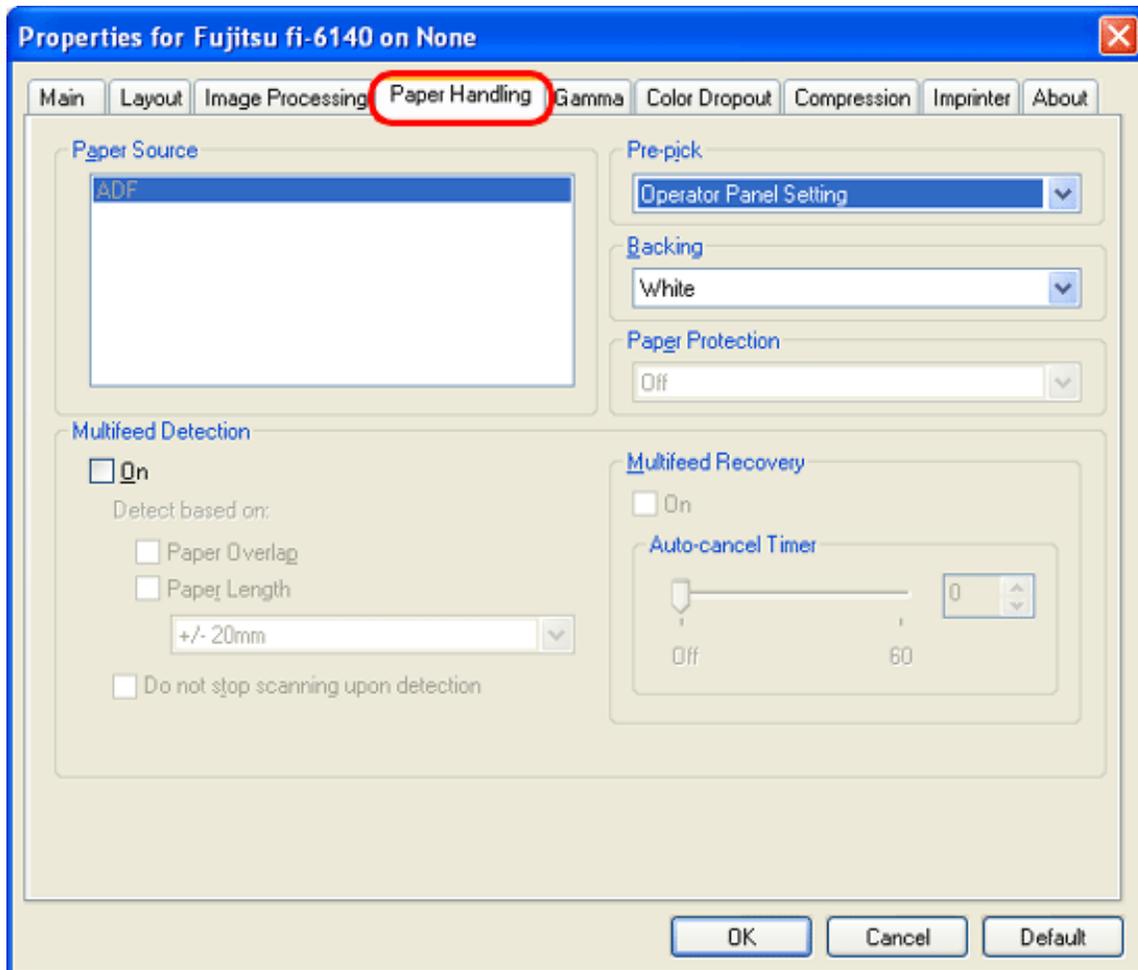
Hole Punch Removal

When scanning punched documents that have punch holes on them, their images are output with punch holes removed. The background color is "black."

Fill with white	Punch hole marks are filled with white.
Background color	Punch hole marks are filled with the most used color around the punch holes.

When scanning a color document, select [Background color]. If you select [Fill with white], punch holes will be filled with white.

[Paper Handling] Tab



Pre-pick

Pre-picking is a function that prepares the next document for scanning, feeding it to the position at which the scanning starts beforehand. You can specify whether you want to enable Pre-picking or not from this drop-down list.



Backing

You can specify the background color, white or black.



Paper Protection

Specify [Enable] to avoid making the document wrinkled or torn during loading. Specify [Disable] in case paper jams occur frequently during feeding.



Multifeed Detection

Multifeed refers to an error that occurs when more than one sheet of paper is fed into the ADF at the same time. You can specify based on what (overlap or length) a multifeed error can be detected so that you can stop scanning at error detection and receive an error message.

Do not stop scanning upon detection

If this checkbox is marked, the scanner ignores multifeed errors and continues scanning.



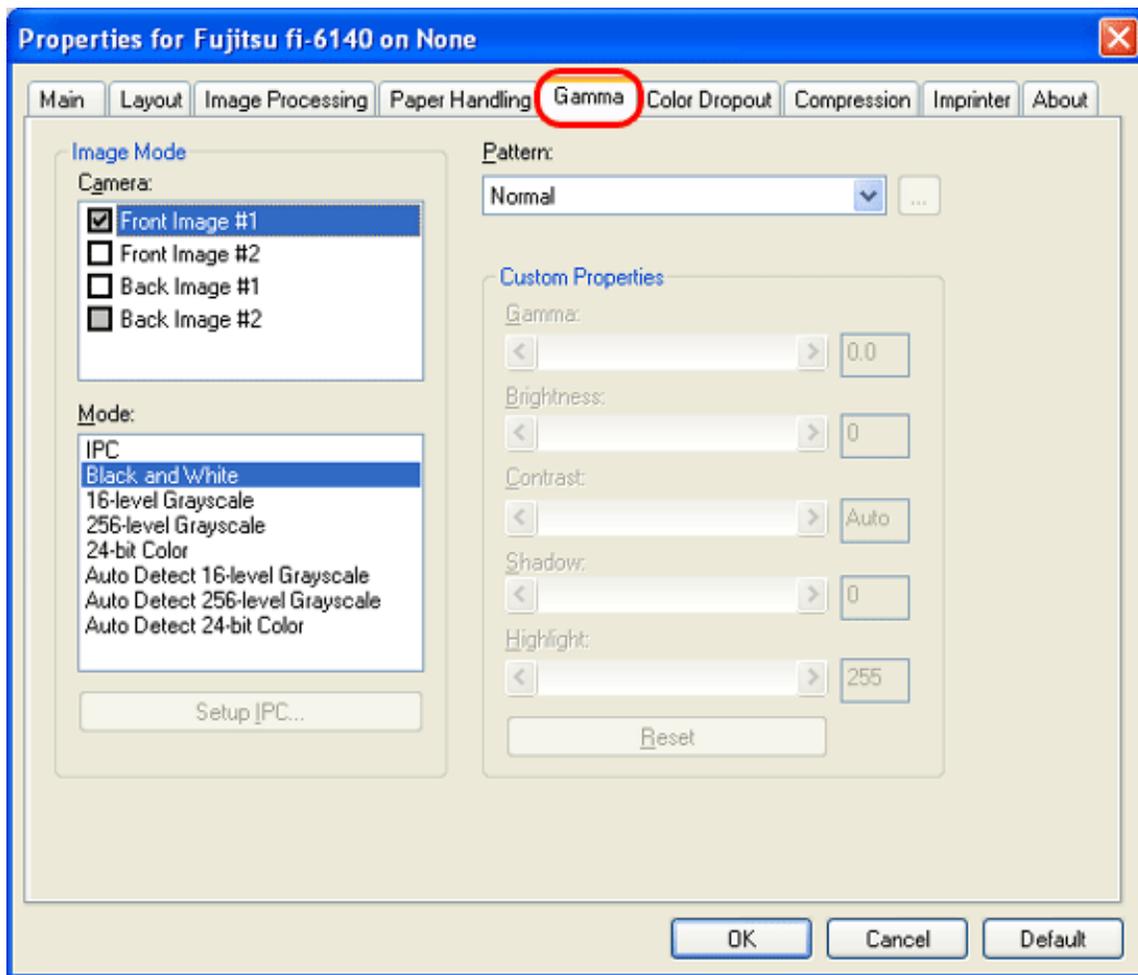
Multifeed Recovery

Mark the [On] checkbox under [Multifeed Recovery].

Auto-cancel Timer

Scanning is not restarted for the set period of time (minutes) after a multifeed error. If scanning is not started after the set minutes, the application is notified of the error by the driver. Note that if the Auto-cancel Timer is set to 0, the application will never be notified of the error.

[Gamma] Tab



Pattern

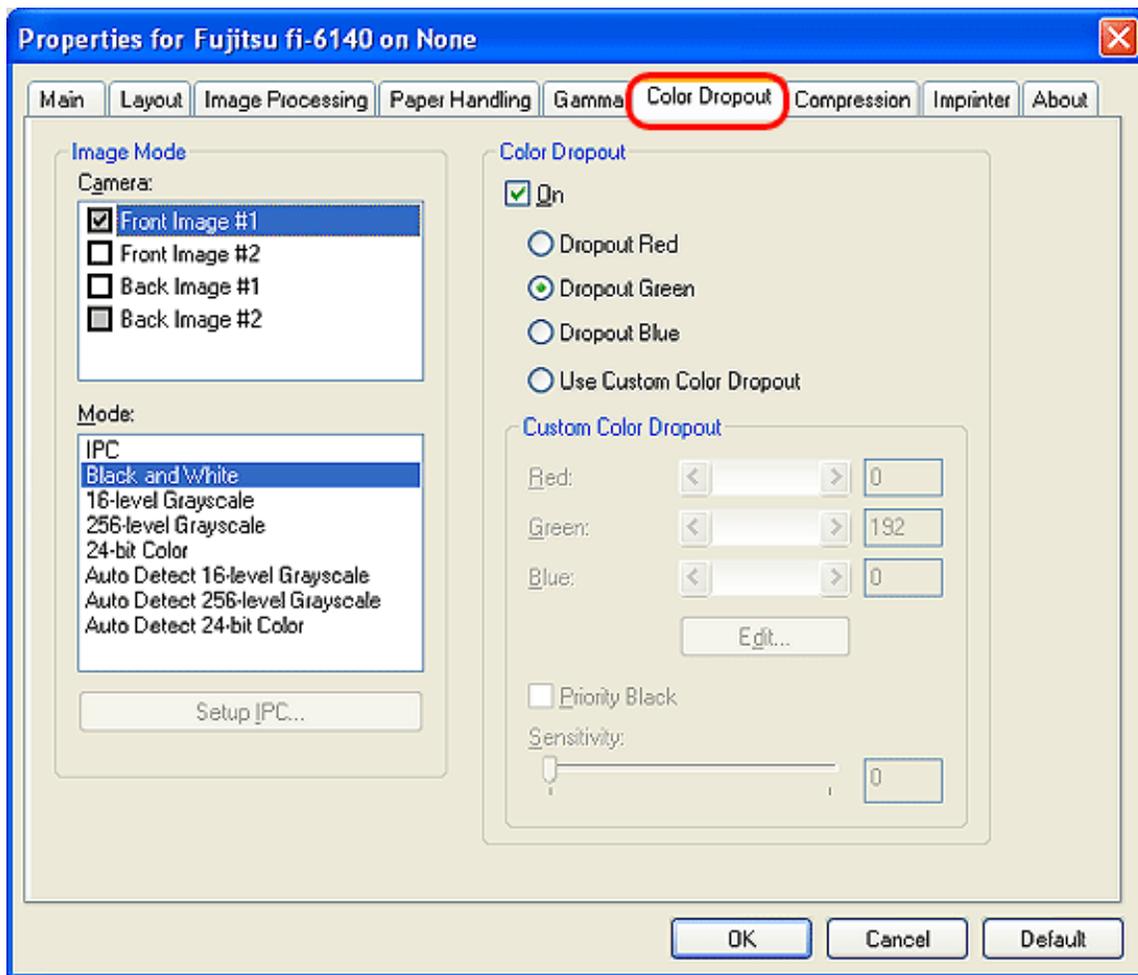
You can configure gamma corrections. The gamma patterns include:

Binary (black and white) specified	Normal, Soft, Sharp, Custom, Download
Grayscale/24-bit color specified	Custom, Download

Custom Properties

You can specify custom properties (Gamma, Brightness, Contrast, Shadow, and Highlight) only when you select [Custom] as a Gamma pattern. Type in a numerical value in each box, click the forward/backward arrows, or drag the slider to increase/decrease the numerical value. Of those items, [Shadow] and [Highlight] can be specified only when a Color or Grayscale setting is selected under [Mode].

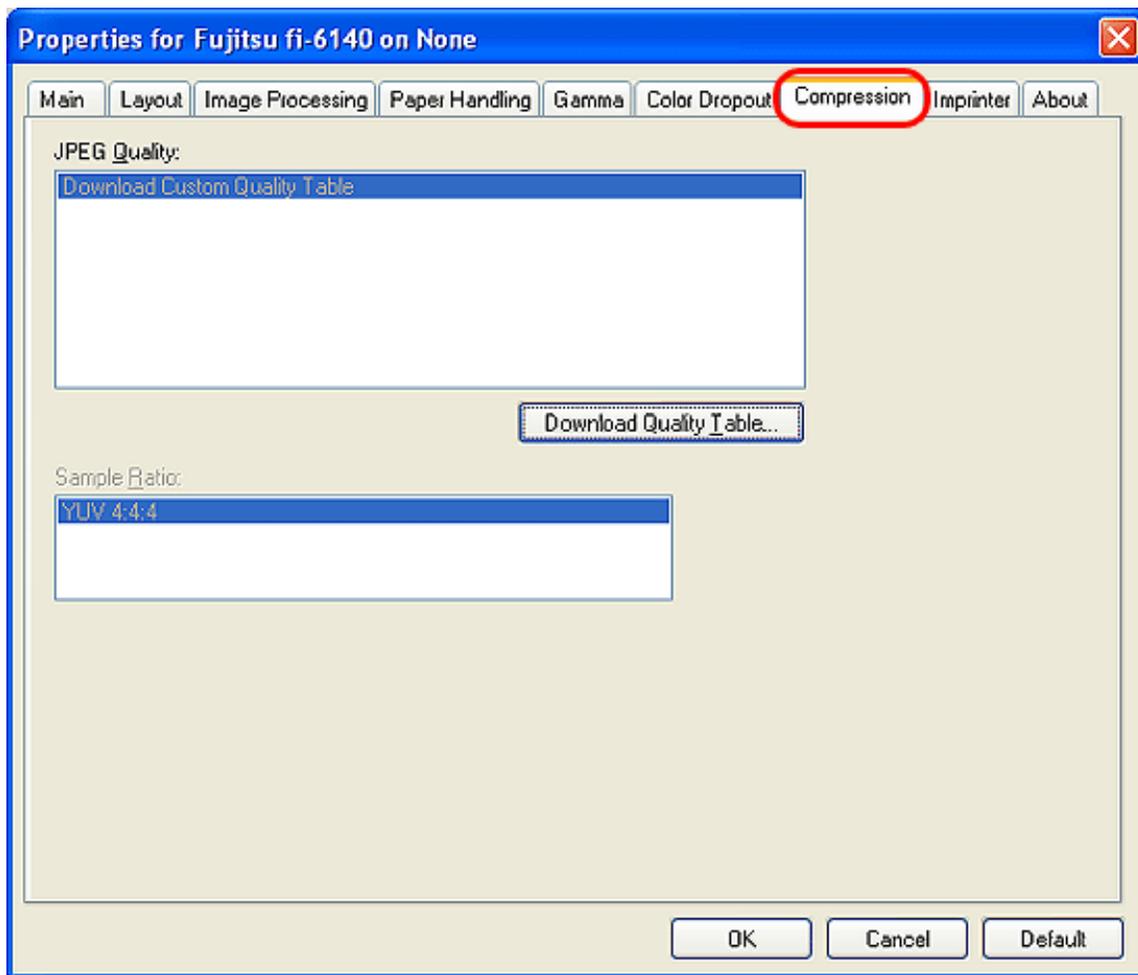
[Color Dropout] Tab



Color Dropout

Any of three primary colors (red-green-blue) can be dropped out from document images. For example, when scanning text in black with the red frame, selecting red color scans only text in black. This setting is available only when Black and White or Grayscale setting is selected.

[Compression] Tab



JPEG Quality

You can specify compression levels and image quality for scanning in Color or Grayscale mode.

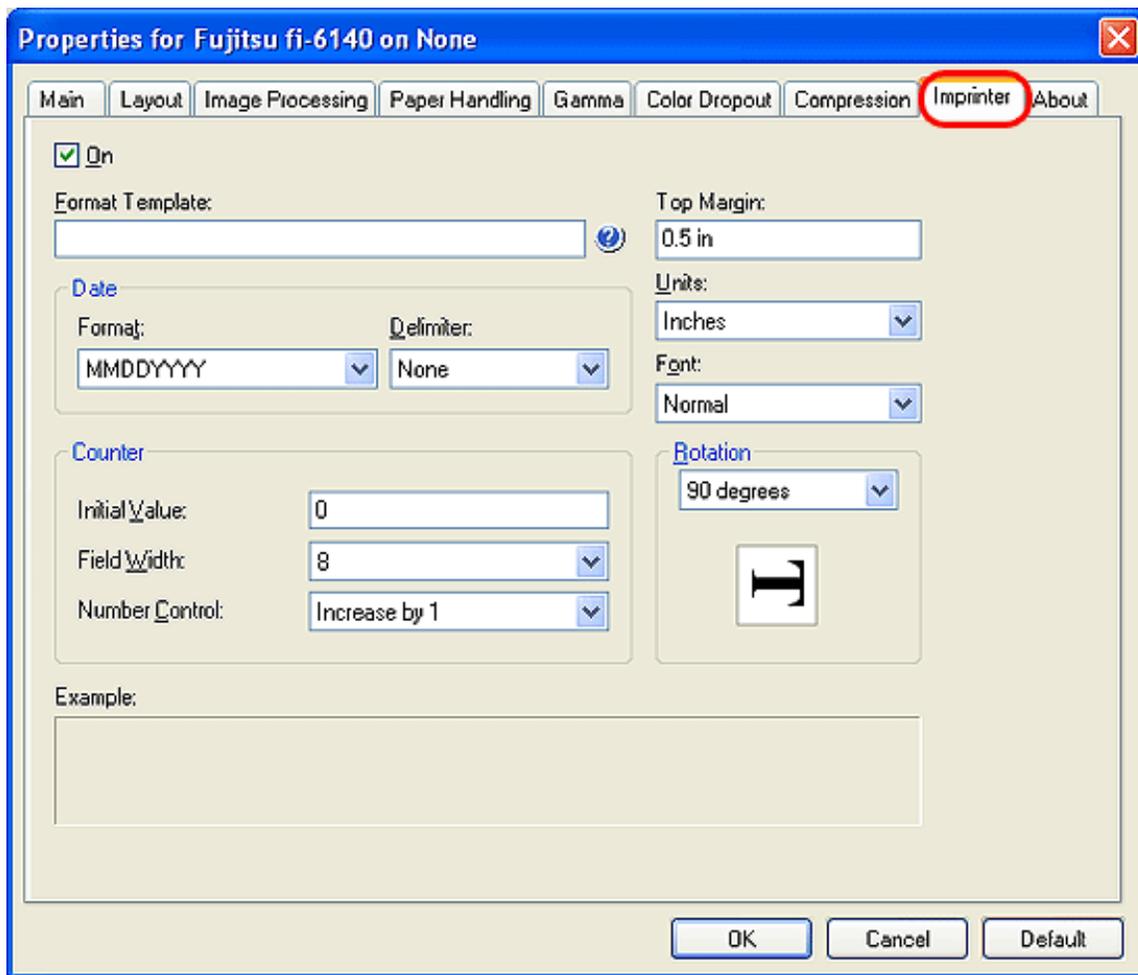
Sample Ratio

You can specify one of the sample ratios, by which images are compressed, listed in the order of precedence from highest (listed first) to lowest as follows: YUV 4:4:4 < YUV 4:2:2 < YUV 4:1:1.

The higher the compression rate, the smaller the file size is, but the quality of the scanned image is degraded.

[Imprinter] Tab

You can configure settings for using the imprinter option (to be purchased separately). This tab is not displayed unless the imprinter option is installed.



[ON] Checkbox

Marking this checkbox enables the Imprinter function.

Format Template

Characters typed in this box are printed on documents. You can enter the following characters (up to 43 characters):

Alphabet	A to Z, a to z (single-width)
Numerics	0, 1 to 9 (single-width)
Symbols	! " \$ # % & ' () * + , - . / : ; < = > ? @ [\] ^ _ ` { } ~ (single-width)
Year/Month/Day	%Y
Time (HH:MM)	%T
Counter	%S (Select from 3 to 8 as the number of digits.)
Other	<single-width space>



ATTENTION

To print characters # and %, you have to type in ## and %% respectively because these are special characters. Take note that typing in only one character (#) displays the counter.

Date

You can specify how to indicate the date format.

Format	Type in the initial value.
Delimiter	Select a delimiter, which is a character that identifies the beginning or the end of a character string.



Counter

You can specify the rule to display the counter.

Initial Value	Set the initial value of the counter.
Field Width	Select the number of digits from 3 to 8.
Number Control	Select the increment of the counter value.



Top Margin

You can set the distance between the top of the page and the top of the first line printed on the page with a numeric.

Range	0.5 to 10.5 in. (1.27 to 26.7 cm)
Minimum unit	0.1 in. (0.01 cm)



Units

You can specify the unit of the top margin; in inch, in cm, or in pixel.



Font

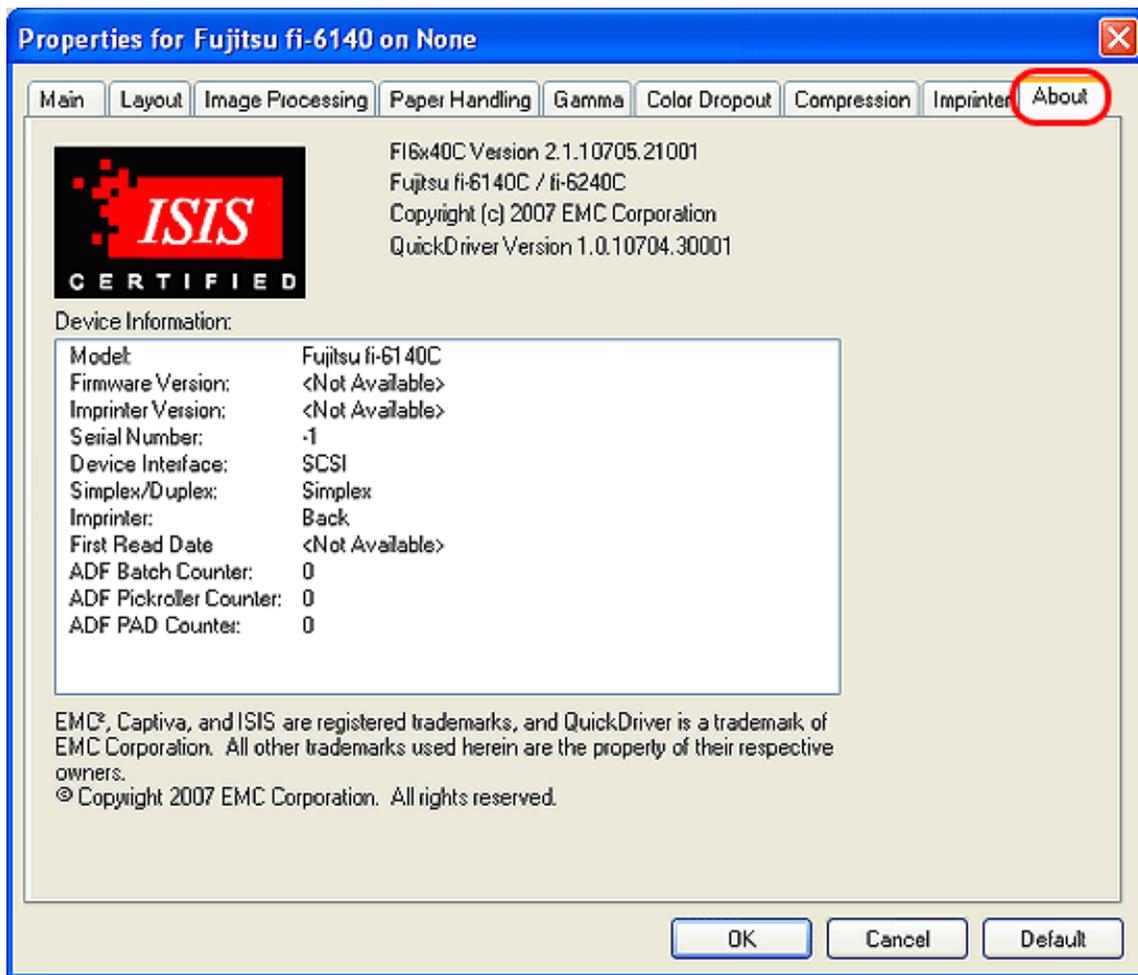
You can specify the font style from Normal, Bold, and Narrow for printing characters.



Rotation

You can specify the text direction for printing characters.

[About] Tab



On this tab, you can view the information about the ISIS driver and the scanner connected to your computer.

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2.6 How to Use ScandAll PRO

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ScandAll PRO is software for scanning images, which is in conformity with both TWAIN/ISIS standards. Using the FUJITSU TWAIN 32 or FUJITSU ISIS scanner driver together with ScandAll PRO allows you to create document images. The following explains how to scan documents with the scanner through ScandAll PRO.



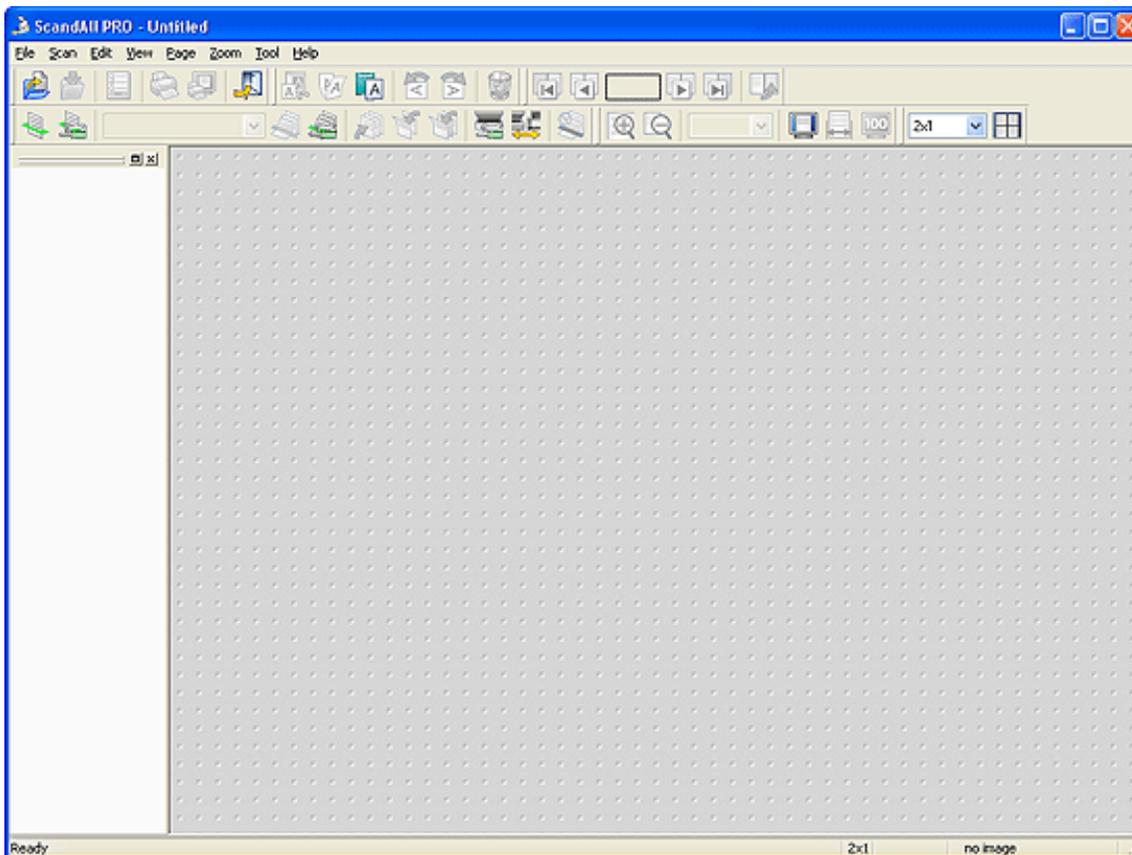
HINT

For information about the features of ScandAll PRO, refer to ScandAll PRO Help.

■ Launching ScandAll PRO

From the [Start] menu, select [All Programs]→[ScandAll PRO]→[ScandAll PRO].

➔ ScandAll PRO starts up.



■ Selecting a Scanner Driver

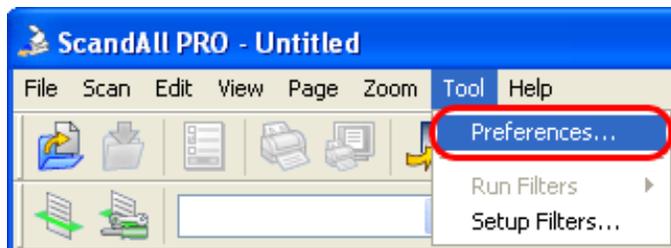
ScandAll PRO supports both TWAIN and ISIS standards and allows you to invoke either the TWAIN driver or the ISIS driver for scanning images with the scanner. This scanner comes with two drivers, FUJITSU TWAIN 32 Scanner Driver and FUJITSU ISIS Scanner Driver, which you can use with this scanner. The following explains how to select a scanner driver with ScandAll PRO (how to switch between the FUJITSU TWAIN and ISIS scanner drivers).



HINT

- In ScandAll PRO, the default [Device Driver] is [TWAIN].
- There is no functional difference between the FUJITSU TWAIN 32 and FUJITSU ISIS scanner drivers. You can use one of them according to your preferences.

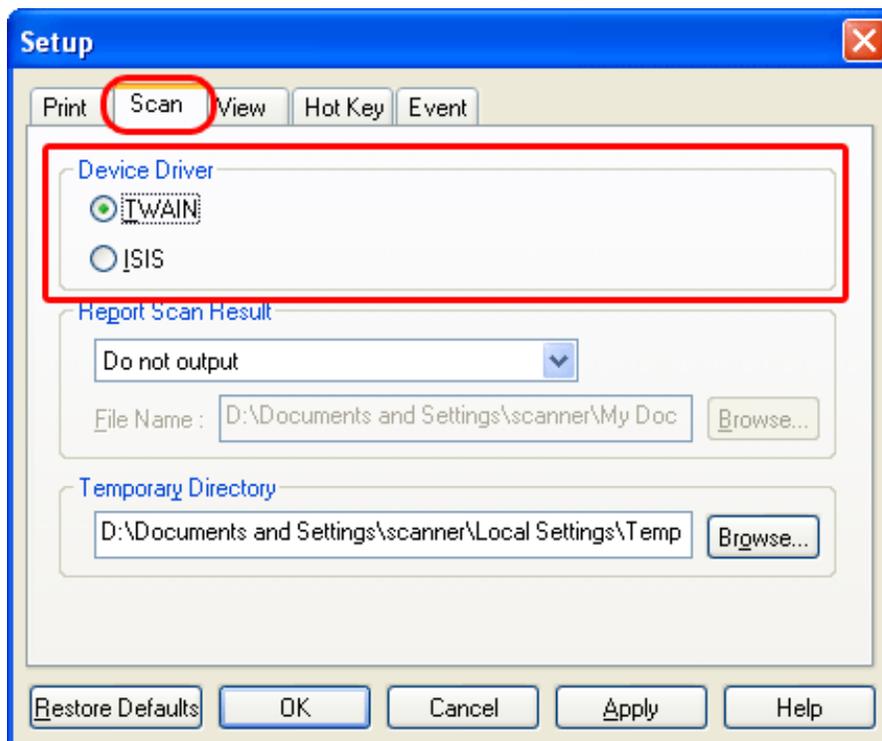
1. From the [Tool] menu, select [Preferences].



→ The [Setup] dialog box appears.

2. On the [Scan] tab, under [Driver], select either of drivers.

To use FUJITSU TWAIN 32 Scanner Driver, select [TWAIN].
To use FUJITSU ISIS Scanner Driver, select [ISIS].

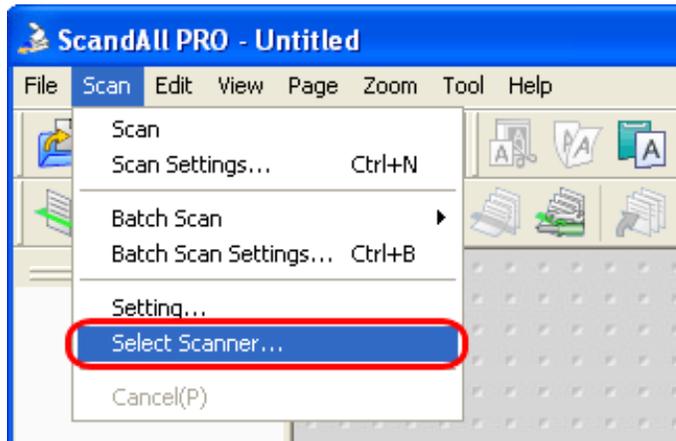


3. Click the [OK] button to close the [Setup] dialog box.

Selecting a Scanner

To scan documents with a scanner, you have to select its name from the list beforehand. The following explains how to select a scanner to use.

1. From the [Scan] menu, select [Select Scanner].

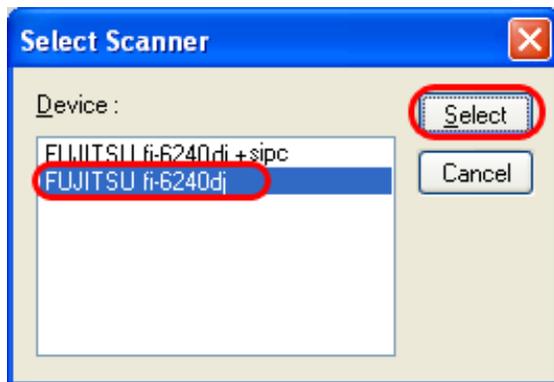


→ The [Select Scanner] dialog box appears.

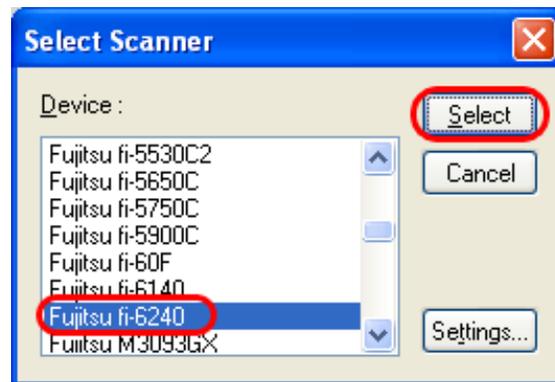
2. Select a scanner you want to use.

When the driver is FUJITSU TWAIN 32, select [FUJITSU fi-6240dj] or [FUJITSU fi-6240dj], and then click the [Select] button.

When the driver is FUJITSU ISIS, select [Fujitsu fi-6140] or [Fujitsu fi-6240], and then click the [Select] button.



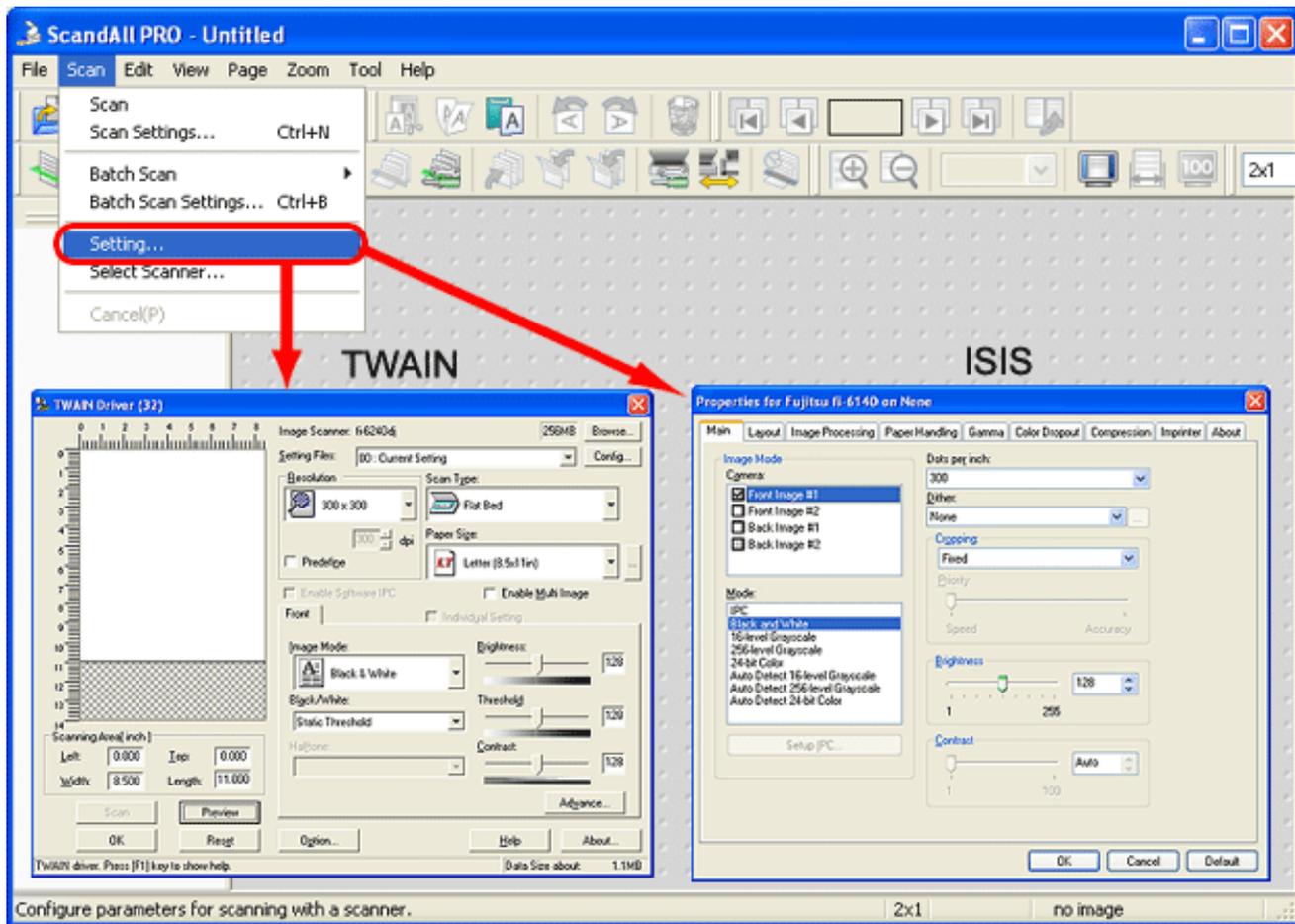
FUJITSU TWAIN 32



FUJITSU ISIS

How to Display the Scanner Driver Setup Dialog Box

You can configure settings for scanning documents with the selected scanner in the setup dialog box of a scanner driver. Select the [Scan] menu, and then select [Setting] to display the setup dialog box.



For information about setting items you can configure, see Section "2.5 How to Use the Scanner Drivers."

How to Scan Documents

With ScandAll PRO, you can scan documents with a scanner, in either of two ways:

Scan

You have to configure settings, such as the file format, destination, and scanning parameters, every time you scan a document.

Use [Scan] when you want to scan a small amount of documents as necessary.

Batch Scan

You may want to use the same settings repeatedly. You can configure settings such as the file format, destination, and scanning parameters, image-related properties, and an application to link with and create a profile with these settings saved.

You can create more than one profile beforehand, so you do not have to configure settings every time you scan documents. You only switch between profiles.

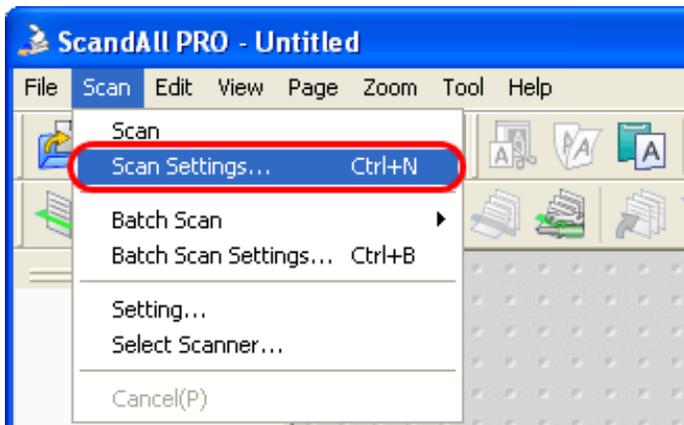
Use [Batch Scan] when you want to scan a large volume of documents using various profiles.

Scan

1. Place the document on the scanner.

For information about how to place documents, see Section "2.2 Loading Documents on the ADF for Scanning."

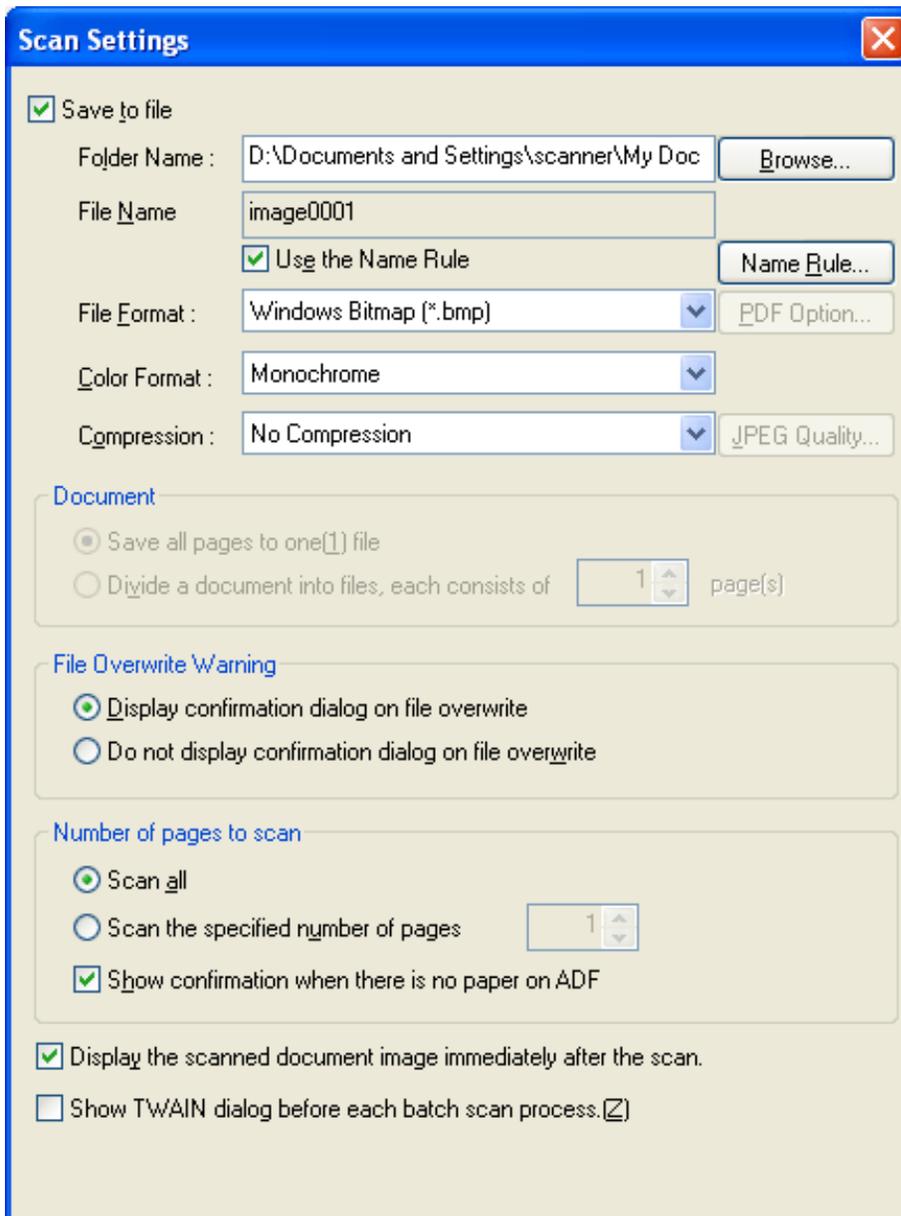
2. From the [Scan] menu, select [Scan Settings].

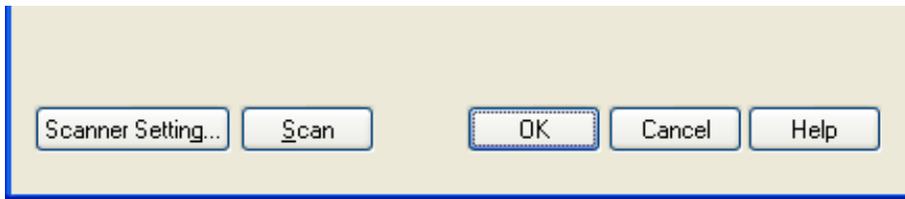


Or, select the [Scan Settings] button () on the toolbar.

➔ The [Scan Settings] dialog box appears.

3. In the [Scan Settings] dialog box, configure various settings for saving scanned document images.





[Save to file] Checkbox

To save scanned document images immediately after scanning, mark this checkbox. If you want to verify scans before saving them to file, clear this checkbox.

Folder Name

You can specify a folder to save scanned document images. Type in a full path in the box or click the [Browse] button to select a desired folder

File Name

A file name used to save scanned document image files is displayed. When you want to use the name rule for file names, mark the [Use the Name Rule] checkbox, click the [Name Rule] button to display the [Name Rule] dialog box, and change the naming rule. When creating multiple image files at a scan, you can specify how to name those files. Clear this checkbox when you want to specify a file name on this dialog box.

File Format

You can select a file format to save image files. Bitmap (*.bmp), TIFF (*.tif), JPEG (*.jpg/*.j2k), PDF (*.pdf), or PDF/A (*.pdf) can be selected. (When you select a multi-page format such as MultiPage TIFF, PDF, and PDF/A, multiple images can be saved in a file.)

Color Format

You can specify color mode (the number of colors to be used to display image data). When [None] is selected, you cannot select the compression format below. The default compression format is applied.

Compression

You can select how to compress files to save.

Document

When scanning a document containing more than one page, you can specify whether to create one file containing all pages or to divide into files each containing the specified number of pages. This becomes selectable only when a multi-page format is selected.

File Overwrite Warning

You can select whether to receive a confirmation message when scanned document image files with the same names already exist in the destination folder. If you select [Do not display confirmation dialog], those files are replaced with new ones.

Number of pages to scan

You can specify the number of pages to be scanned at a scan. To make a confirmation message when no paper remains in the ADF paper chute, mark the [Show confirmation when there is no paper on ADF] checkbox.

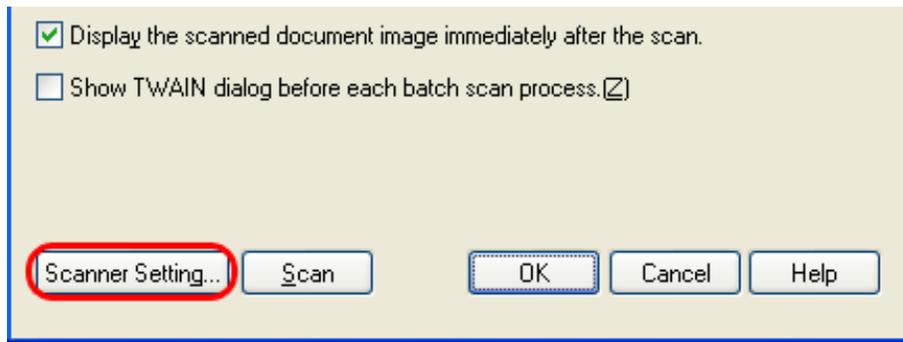
[Display the scanned document image immediately after the scan] Checkbox

Specify whether to preview a scanned document image or not. By default, this checkbox is marked. If memory becomes insufficient because the file size of a scanned document image is too large to display, clear this checkbox. (*Only when the [Save to file] checkbox is marked, this checkbox can be cleared.)

[Show TWAIN dialog before each batch scan process] Checkbox

Marking this checkbox displays the setup dialog box at a scan when the TWAIN driver is used for scanning. (* When the FUJITSU ISIS Scanner Driver is used, this checkbox is not available.)

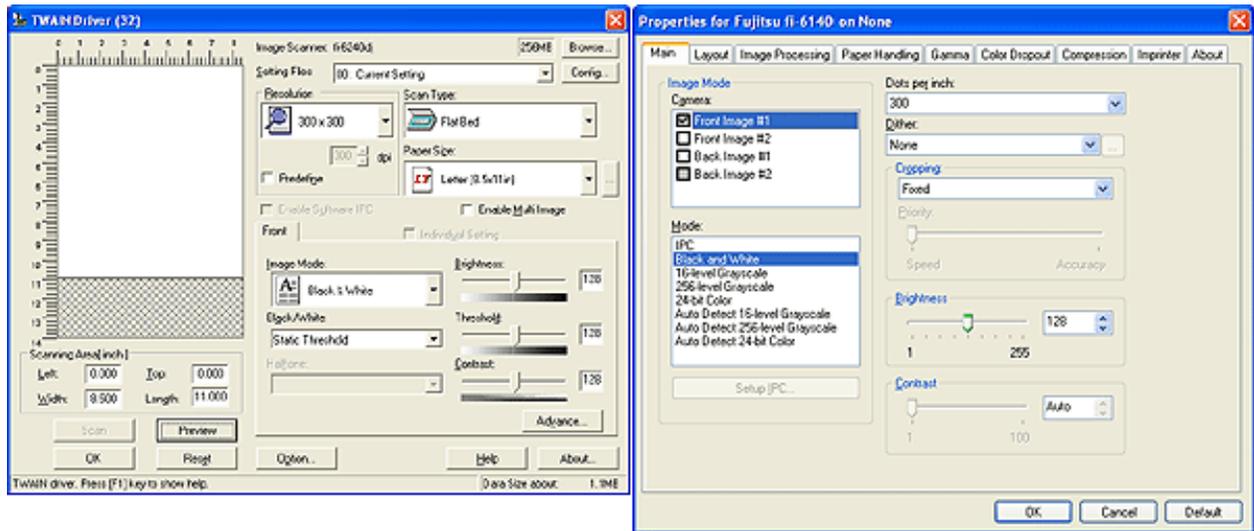
4. Click the [Scanner Setting] button.



➔ The scanner driver setup dialog box appears.

5. Configure various settings for scanning documents.

For more details about the settings, see Section "2.5 How to Use Scanner Drivers."



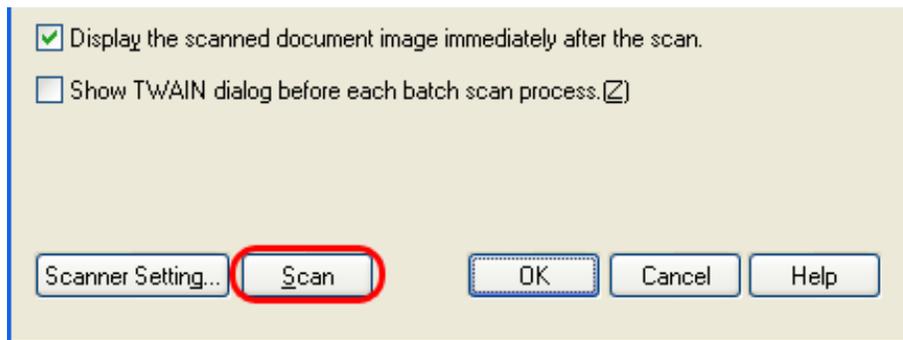
FUJITSU TWAIN 32

FUJITSU ISIS

6. When you finished setting, click the [OK] button in the dialog box (FUJITSU TWAIN 32 Scanner Driver/ FUJITSU ISIS Scanner Driver).

➔ You are returned to the [Scan Setting] dialog box.

7. Click the [Scan] button.





HINT

When you use the FUJITSU TWAIN 32 Scanner Driver, clicking the [Scan] button may display the scanner driver's setup dialog box. If so, you can also change settings in the dialog box displayed.

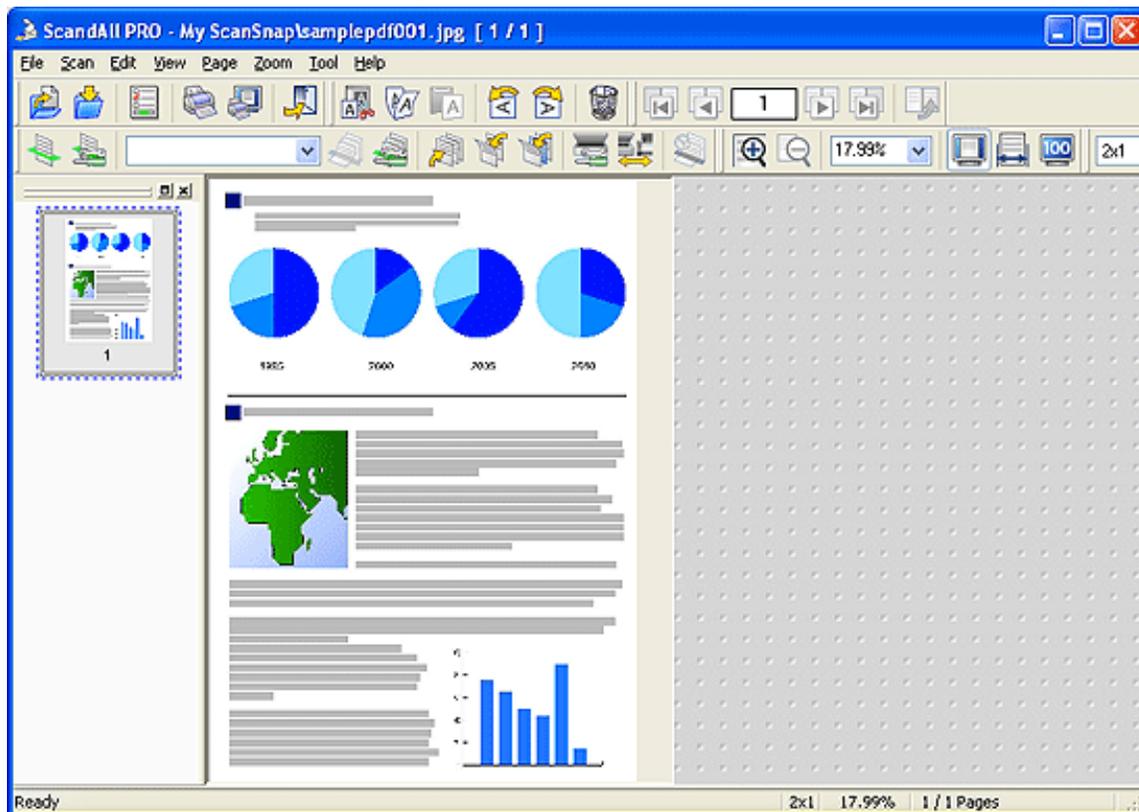
Click the [Scan] button to scan documents.

Click the [Close] button when you finish scanning.



If you do not want to display the scanner driver's dialog box, clear the [Show TWAIN dialog before each batch scan process] checkbox in the [Scan Settings] dialog box.

➔ A document is scanned with the scanner, and the scanned document image is displayed on the ScandAll PRO window, and then the image is saved to file.



HINT

- If you do not mark the [Save to file] checkbox in the [Scan Settings] dialog box, scanned document images are not saved. To save the files, from the [File] menu, select [Save As].
- To scan the next document with the same settings, from the [Scan] menu, select [Scan]. Or, click the [Scan] button () on the toolbar.

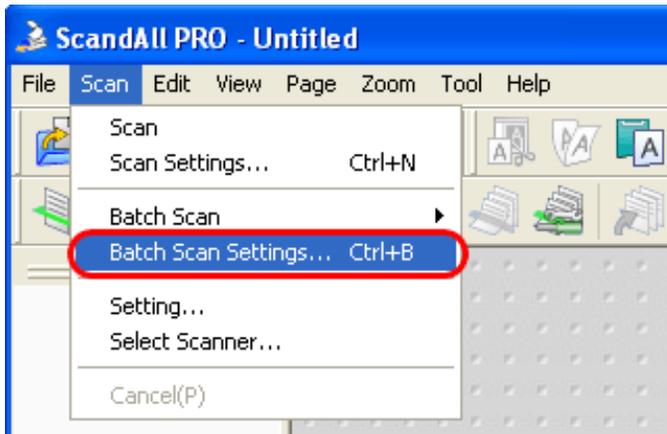
For information about other scanning operations, see Chapter "3 SCANNING VARIOUS TYPES OF DOCUMENTS." For more details about the features and operations of ScandAll PRO, refer to [ScandAll PRO Help].

Batch Scan

You can save various settings as profiles beforehand.
Batch Scan allows you to scan documents by using those profiles.

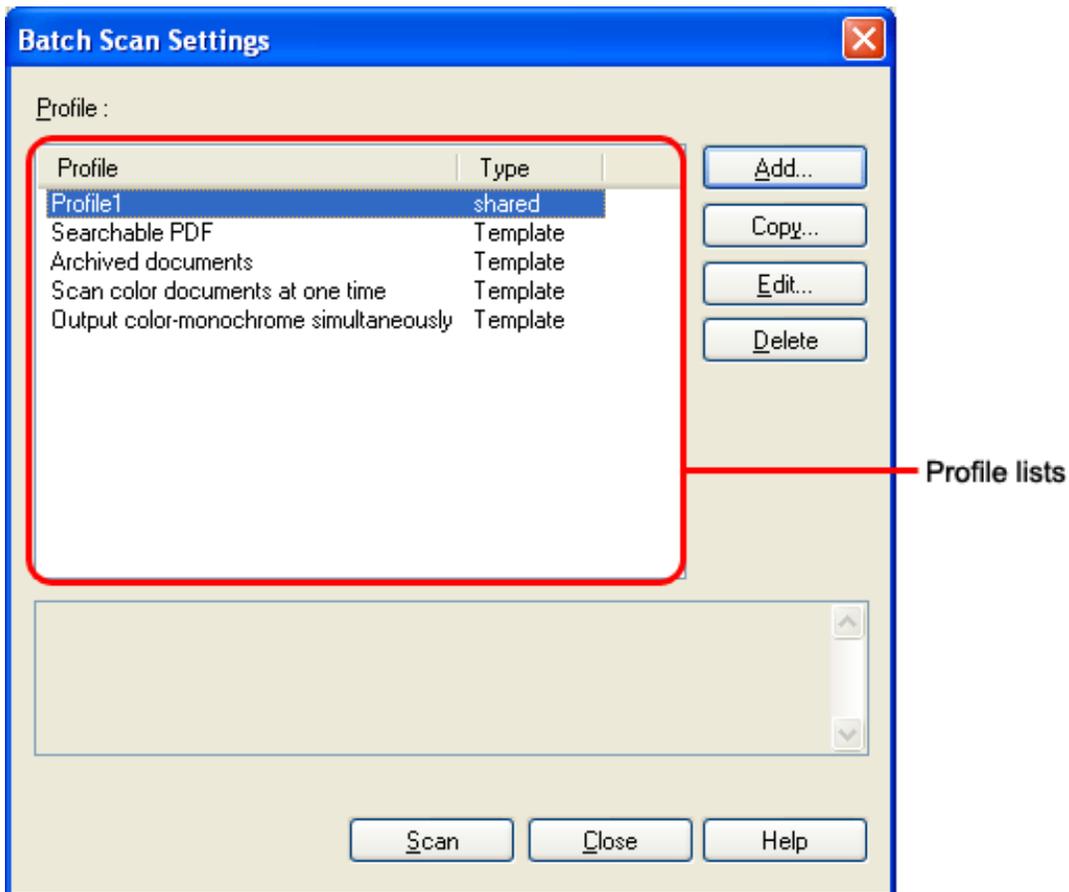
<Creating/Editing Profiles>

1. From the [Scan] menu, select [Batch Scan Settings].



Or, click the [Batch Scan Settings] button () on the toolbar.

➔ The [Batch Scan Setting] dialog box appears.



2. Do the following as necessary:

- To create a new profile:
 - ➔ Click the [Add] button.
A new profile appears in the [Profile Editor] dialog box. (Go to step 3.)
- To create a new profile based on an existing profile:
 - ➔ Select a profile you want to use as the basis from the profile list, and then click the [Copy] button.
A new profile based on the selected profile appears in the [Profile Editor] dialog box. (Go to step 3.)
- To change the settings of an existing profile:
 - ➔ Select a profile you want to change settings for, and click the [Edit] button.
The selected profile appears in the [Profile Editor] dialog box. (Go to step 3.)
- To delete an existing profile from the profile list:
 - ➔ Select a profile you want to delete, and then click the [Delete] button. When you see a confirmation message, click the [Yes] button.
The selected profile is deleted.



HINT

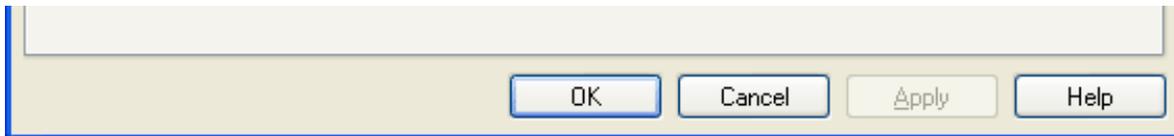
If the [Type] of a profile in the profile list is [Template], it is a sample profile. It cannot be used for scanning documents. Use sample profiles as the basis for you to create new profiles.

3. In the [Profile Editor] dialog box, configure settings for scanning and saving scanned document images.

The screenshot shows the Profile Editor dialog box with the following settings:

- Job Profile Name:** Profile1
- Description:** (Empty text area)
- Profile Type:**
 - All User
 - Current User Only
- Image Property Description:**

File format:	Windows Bitmap (*.bmp)
Color Format:	Monochrome
File compression format:	No Compression
Pixel Type:	Use Detail Scanner Settings
Paper Size:	Use Detail Scanner Settings
Resolution:	Use Detail Scanner Settings



[General] Tab

You can type in a profile name and description, and select a profile type.

[Scan] Tab

You can configure settings for a scanner to use.

Clicking the [Detail Scanner Settings] button displays the setup dialog box of the scanner driver.

[File format and Name scheme] Tab

You can specify various parameters for saving scanned document images.

[Document separator] Tab

You can select how to separate documents.

Each separated document is counted according to the set Name Rule.

[Filter] Tab

You can select a filter to use for scanning.

[Linking] Tab

You can select what to do with scanned document images after scanning; send by e-mail, upload to the FTP server or Microsoft® SharePoint Server(*), print with a printer, or open with an application.

*: In this manual, Microsoft® SharePoint Portal Server 2003 and Microsoft® Office SharePoint Server 2007 are collectively referred to as "Microsoft® SharePoint Server."

Note: For details about the above settings, refer to ScandAll PRO Help.

4. Click the [OK] button.

➔ You are returned to the [Batch Scan Settings] dialog box.
Added or copied profiles by using the [Add] or [Copy] button appear in the profile list.

<Scanning Documents>

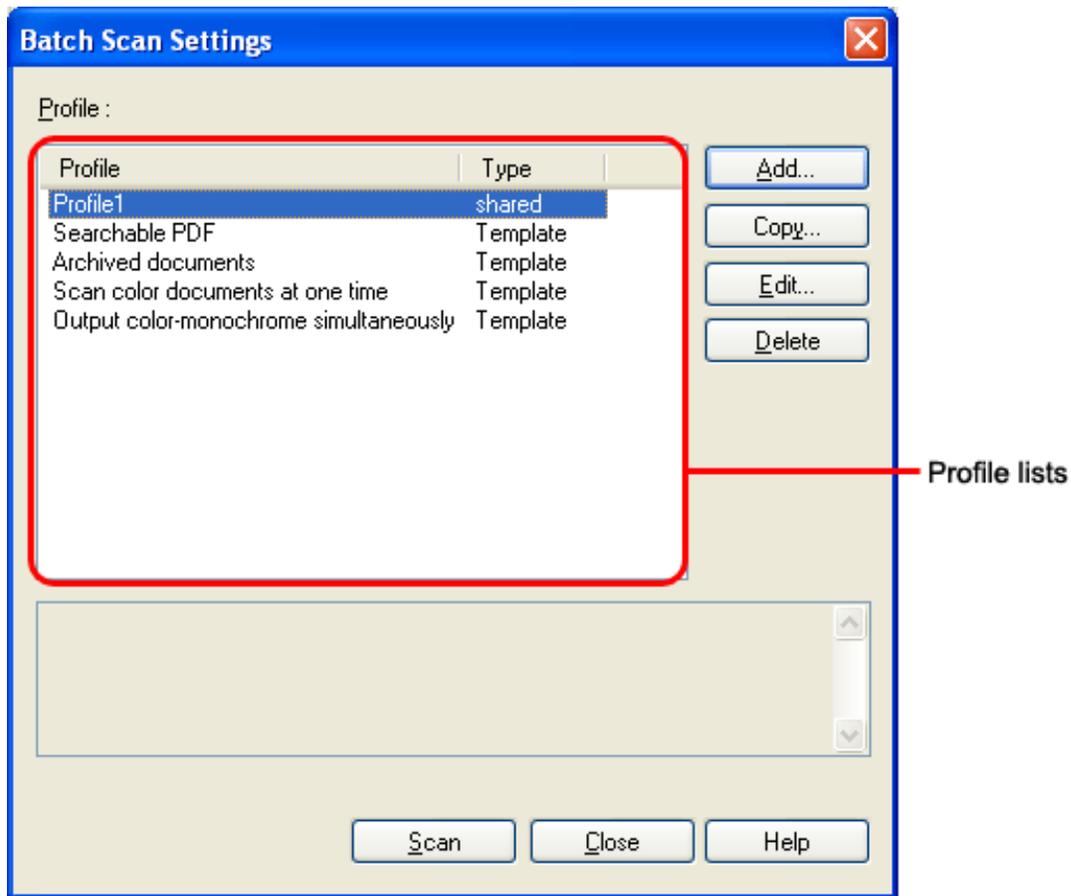
A: From the menu (Method 1)

1. Place the document on the scanner.

For information about how to place documents, see Section "[2.2 Loading Documents on the ADF for Scanning.](#)"

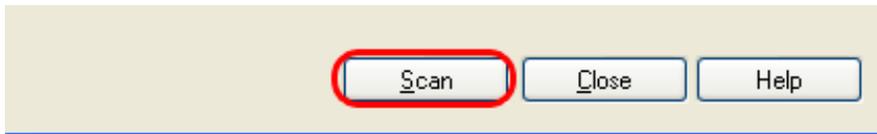
2. From the [Scan] menu, select [Batch Scan Settings].

➔ The [Batch Scan Settings] dialog box appears.

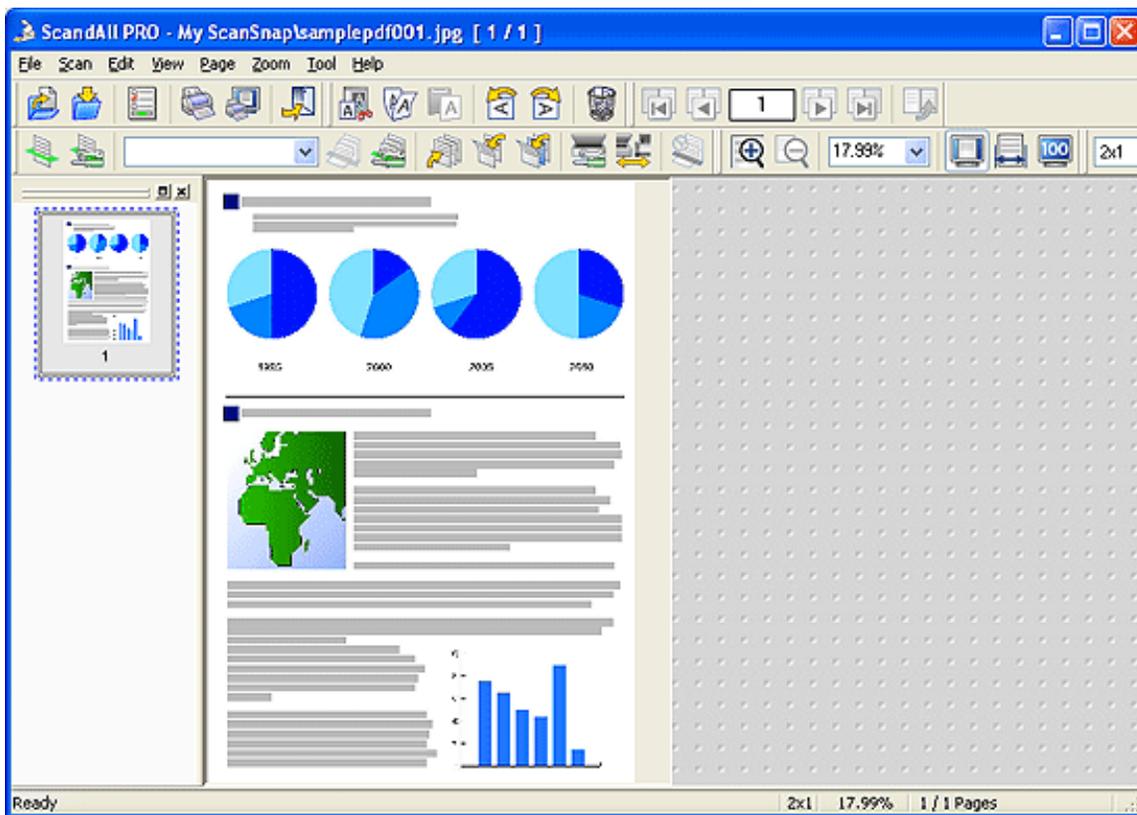


3. Select a profile you want to use for scanning.

4. Click the [Scan] button.



➔ A document is scanned with the scanner, and the scanned document image is displayed on the ScandAll PRO window, and then the image is saved to file.

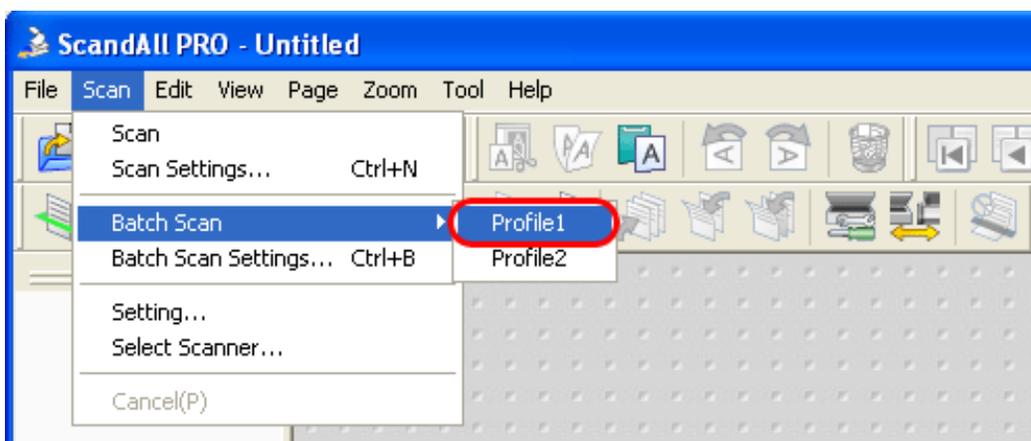


B: From the menu (Method 2)

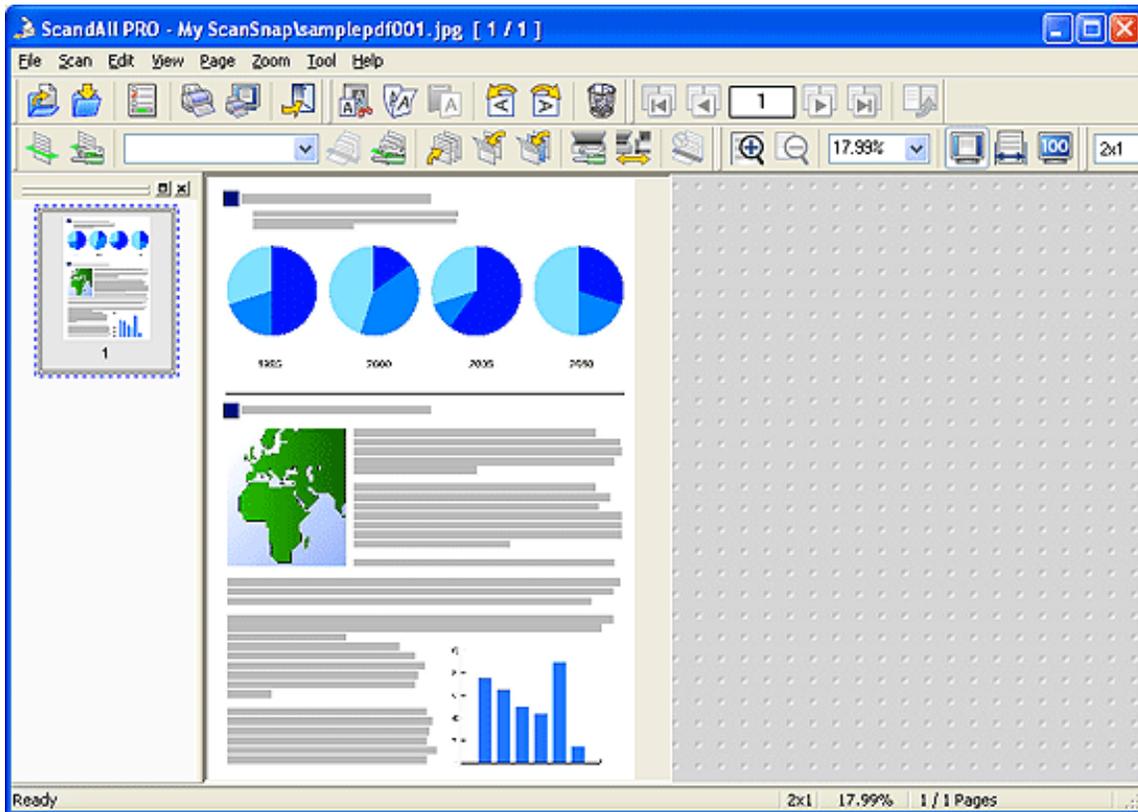
1. Place the document on the scanner.

For information about how to place documents, see Section "[2.2 Loading Documents on the ADF for Scanning.](#)"

2. From the [Scan] menu, select [Batch Scan], and then select [a profile name you want to use].



➔ A document is scanned with the scanner, and the scanned document image is displayed on the ScandAll PRO window, and then the image is saved to file.

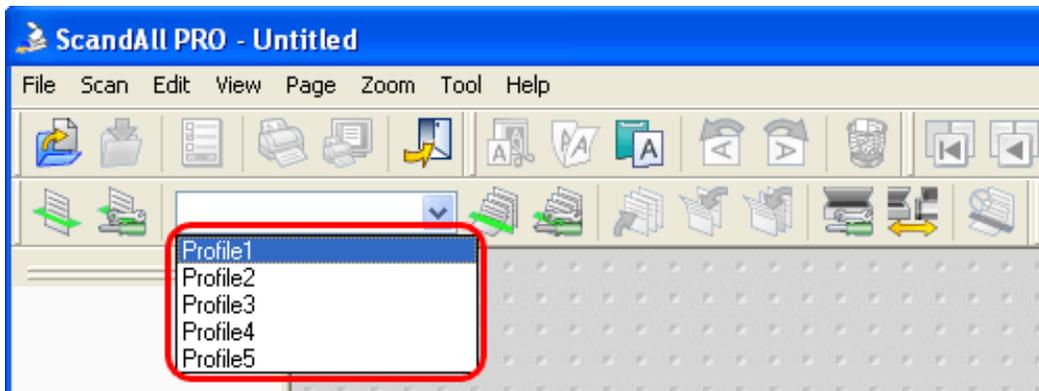


C: From the toolbar

1. Place the document on the scanner.

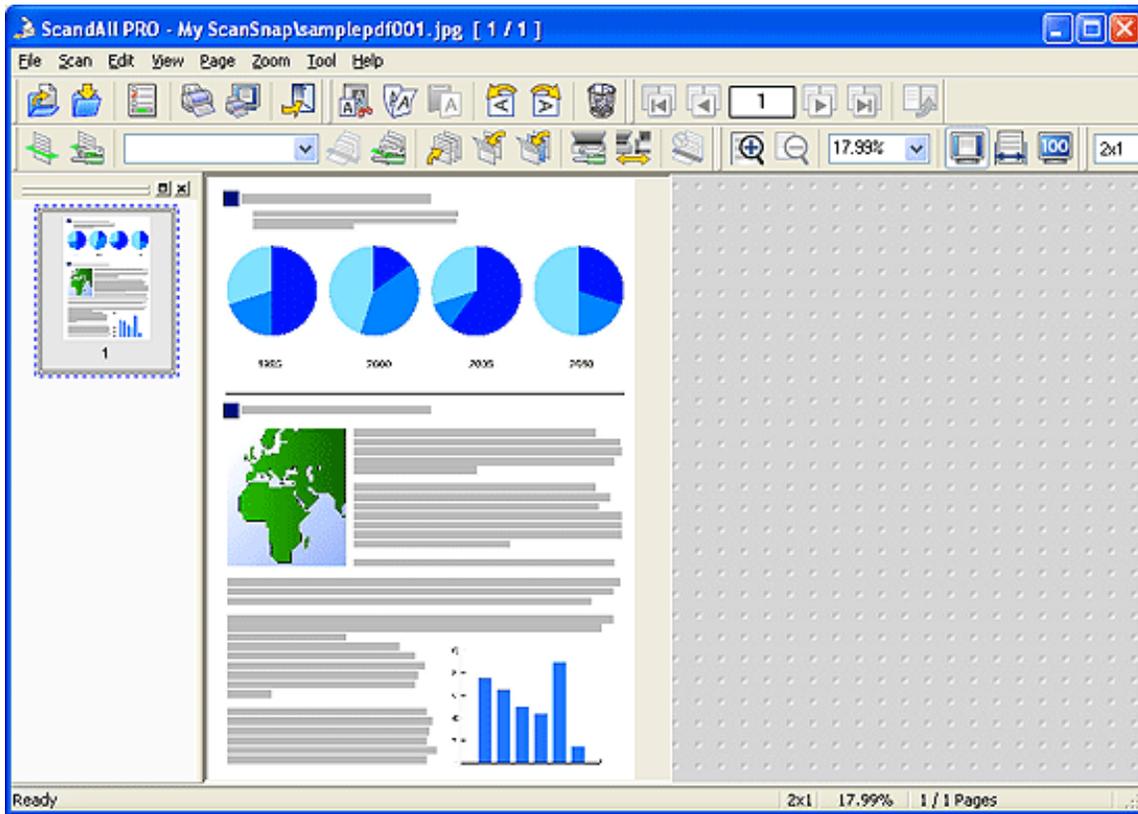
For information about how to place documents, see Section "[2.2 Loading Documents on the ADF for Scanning.](#)"

2. From the [Select the Batch File] drop-down list on the toolbar, select a profile to use.



3. Click the [Start Batch Scan] button () on the toolbar.

➡ A document is scanned with the scanner, and the scanned document image is displayed on the ScandAll PRO window, and then the image is saved to file.



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Chapter 3 SCANNING VARIOUS TYPES OF DOCUMENTS

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This chapter describes how to scan various types of documents, using the combination of ScandAll PRO and FUJITSU TWAIN 32 Scanner Driver as an example.

In this chapter, Windows XP screenshots are used as examples.

The screens and operations provided herein may be different from actual ones if the operating system you are using is not Windows XP.

Please take note that, when the FUJITSU TWAIN 32 scanner driver is updated, the screens and operations herein may also be slightly different.

If so, refer to the document provided with the update.

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3.1 Scanning Both Sides of Documents

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1. Place the document on the ADF paper chute.

For details on how to place documents, see Section "[2.2 Loading Documents on the ADF for Scanning.](#)"

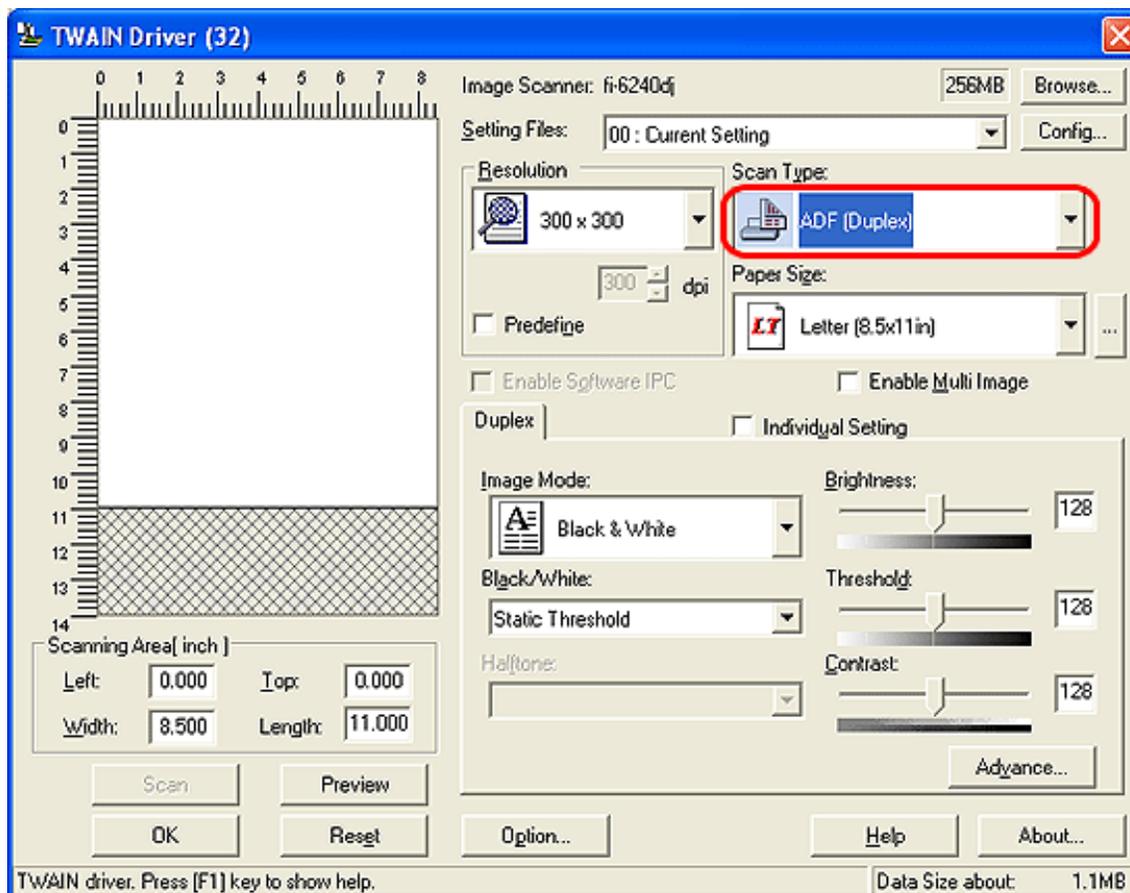
2. Launch ScandAll PRO.

From the [Start] menu, select [All Programs] → [Fujitsu ScandAll PRO] → [Fujitsu ScandAll PRO] in the order presented. Then, ScandAll PRO starts up.

3. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the scanner driver's setup dialog box, see Section "[2.6 How to Use ScandAll PRO.](#)"

4. Select [ADF [Duplex]] under [Scan Type].



5. Click the [OK] button.

➔ Changes made on this dialog box are saved and the setup dialog box of FUJITSU TWAIN 32 closes.

6. From the ScandAll PRO window, perform a scan.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

➔ Scanned document images are displayed in the ScandAll PRO window.

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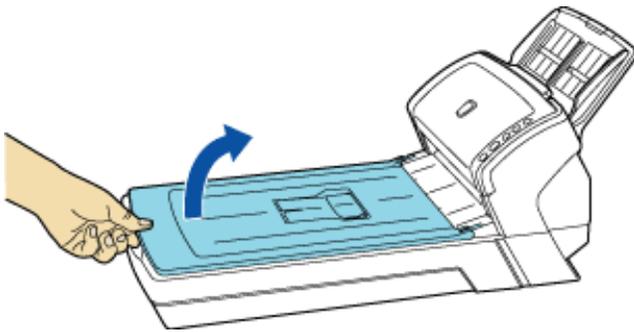
3.2 Scanning Books [fi-6240 only]

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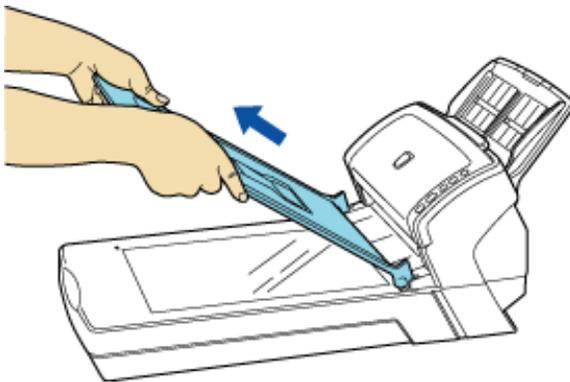
CAUTION

Never look into the light source directly during scanning.

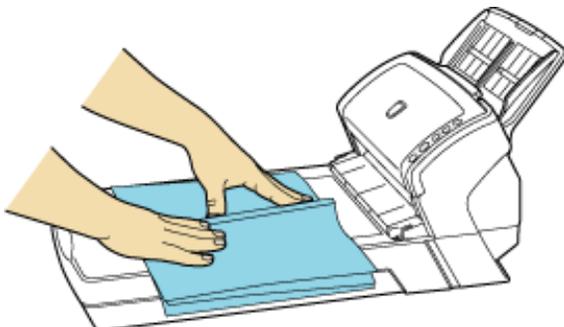
1. **Open the document cover.**



2. **Remove the document cover as shown in the figure below.**



3. **Read the document on the document bed face down.**



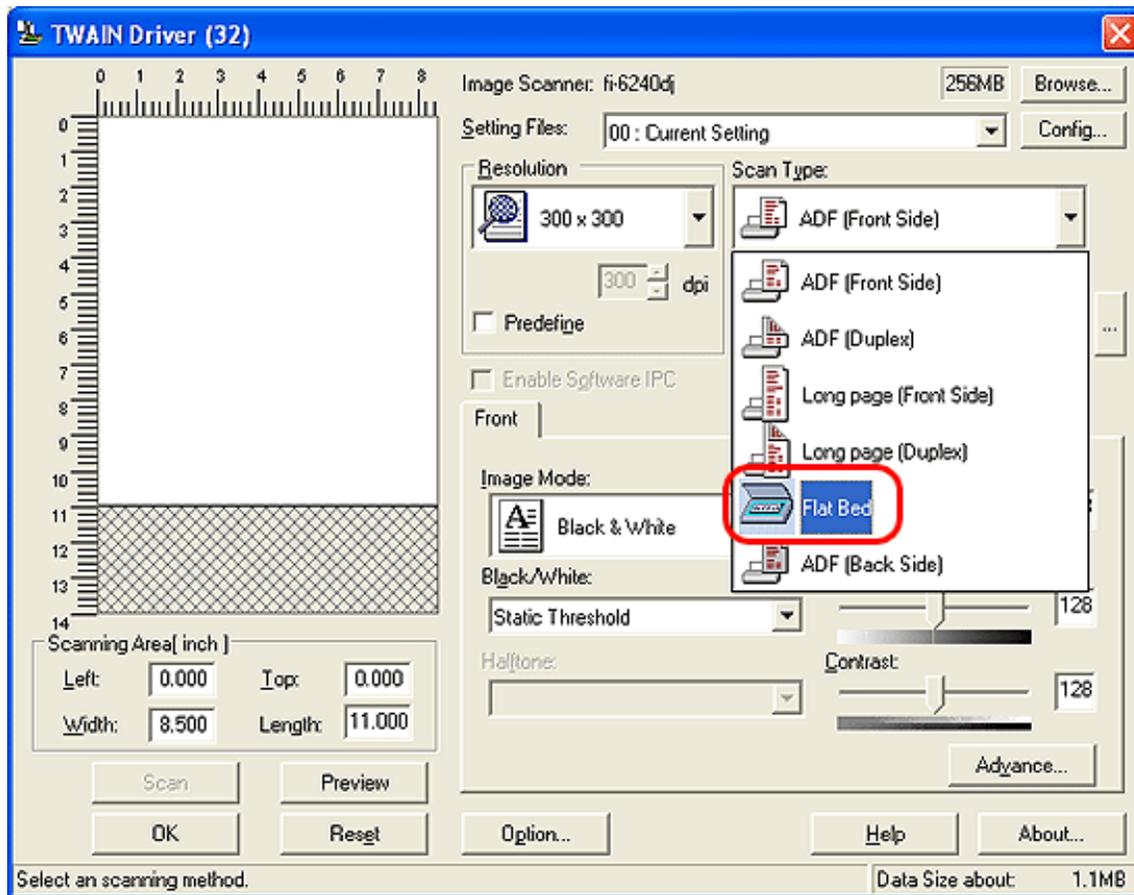
4. Launch ScandAll PRO.

From the [Start] menu, select [All Programs] → [Fujitsu ScandAll PRO] → [Fujitsu ScandAll PRO] in the order presented. Then, ScandAll PRO starts up.

5. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the scanner driver's setup dialog box, see Section "[2.6 How to Use ScandAll PRO.](#)"

6. Select [Flat Bed] under [Scan Type].



7. Click the [OK] button.

➔ Changes made on this dialog box are saved and the setup dialog box of FUJITSU TWAIN 32 closes.

8. From the ScandAll PRO window, perform a scan.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"



ATTENTION
Do not move the document during scanning.

➔ Scanned document images are displayed in the ScandAll PRO window.

9. When scanning ends, re-attach and gently close the document cover.



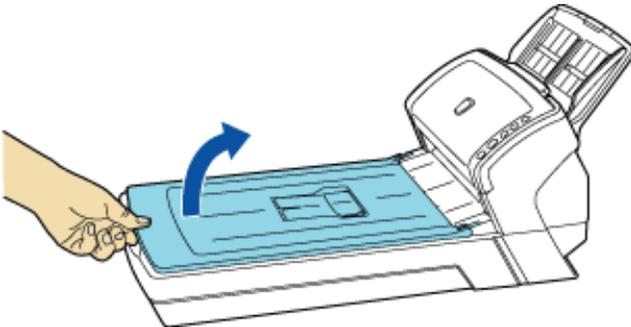
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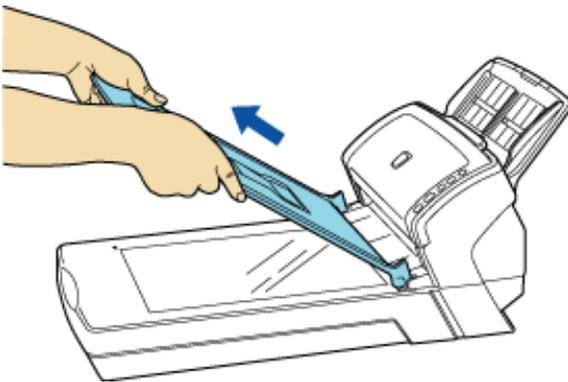
3.3 Scanning Large Documents with Flatbed [fi-6240 only]

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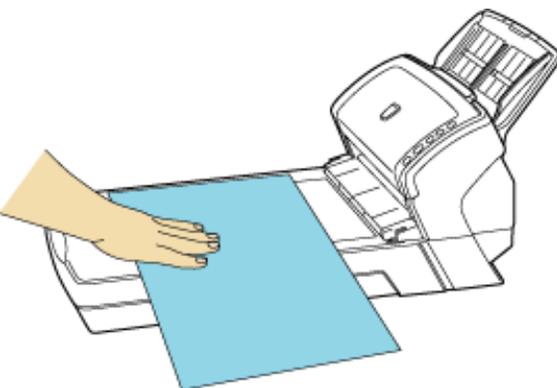
1. Open the document cover.



2. Remove the document cover as shown in the figure below.



3. Load the document on the document bed face down.



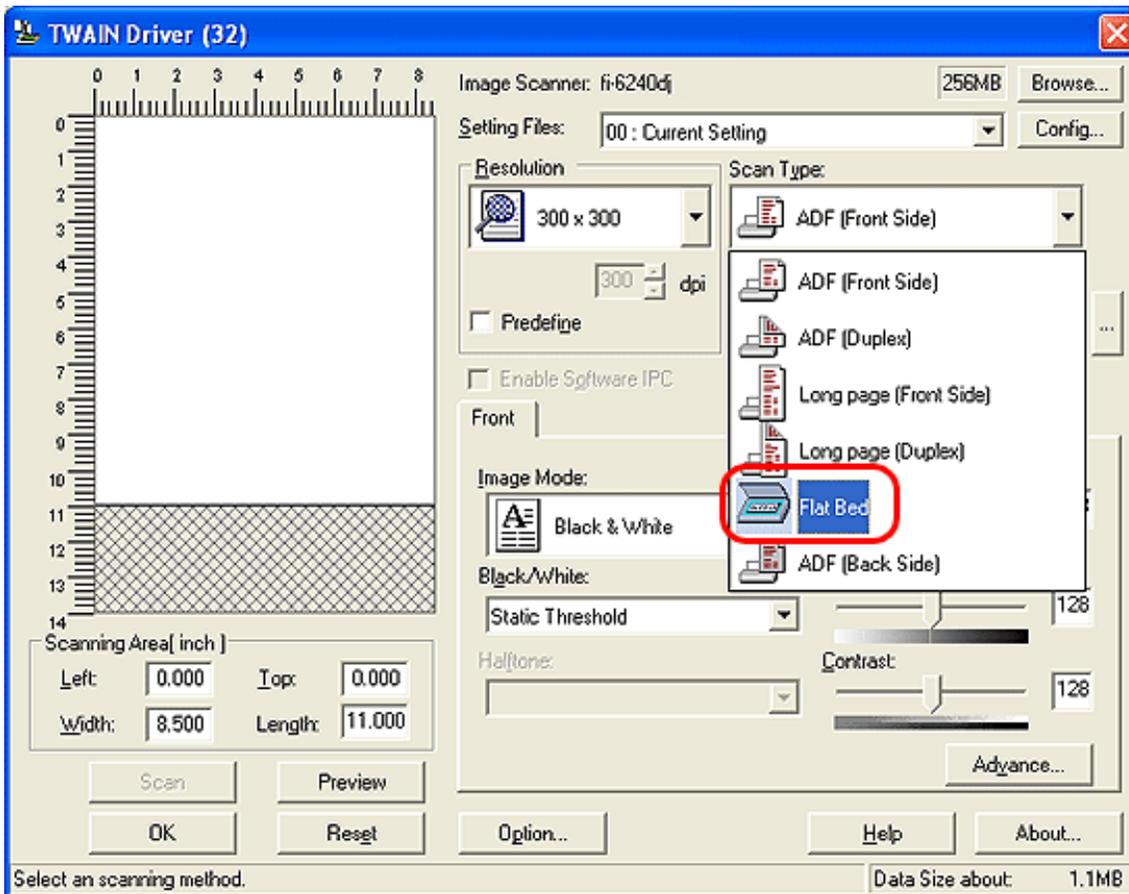
4. Launch ScandAll PRO.

From the [Start] menu, select [All Programs] → [Fujitsu ScandAll PRO] → [Fujitsu ScandAll PRO] in the order presented. Then, ScandAll PRO starts up.

5. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the scanner driver's setup dialog box, see Section "[2.6 How to Use ScandAll PRO.](#)"

6. Select [Flat Bed] under [Scan Type].



7. Click the [OK] button.

➔ Changes made on this dialog box are saved and the setup dialog box of FUJITSU TWAIN 32 closes.

8. From the ScandAll PRO window, perform a scan.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"



ATTENTION
Do not move the document during scanning.

➔ Scanned document images are displayed in the ScandAll PRO window.

9. When scanning ends, re-attach and gently close the document cover.



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3.4 Scanning Documents of Different Widths

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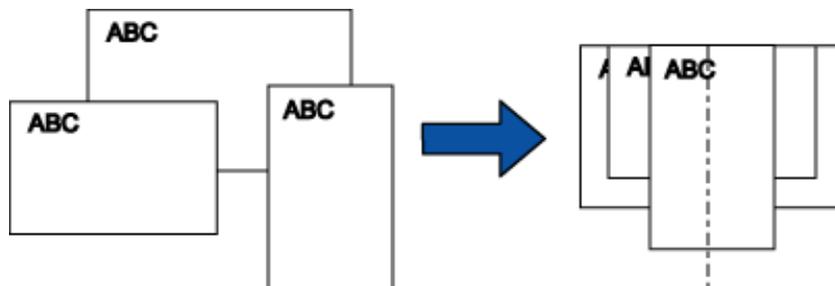
When you scan documents of different widths at one time from the ADF, some documents that are small in paper size may be skewed or may not be fed into the scanner. It is recommended that only documents of the same width be scanned at one time.

In the case where you have to scan documents of different widths together, scan them, following the procedure below.

1. To prevent images from skewing, select **[Automatic Page Size Detection]** from the **[Automatic Size and Skew Detection]** drop-down list.

For details, see Section "[3.10 Correcting Skewed Documents.](#)"

2. Center all documents as shown in the figure below.



3. Place the documents on the ADF paper chute, and then adjust the side guides so that they lightly touch the widest sheets of paper.



ATTENTION

When placing a stack of documents on the scanner, make sure that all documents are directly under the pick roller. Off-center documents, which are not under the pick roller, cannot be fed into the scanner.

4. Scan the documents.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"



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3.5 Scanning Documents Longer Than A4/Letter Size

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1. Load the documents on the ADF paper chute.

For details on loading documents, see Section "[2.2 Loading Documents on the ADF for Scanning.](#)"

2. Launch ScandAll PRO.

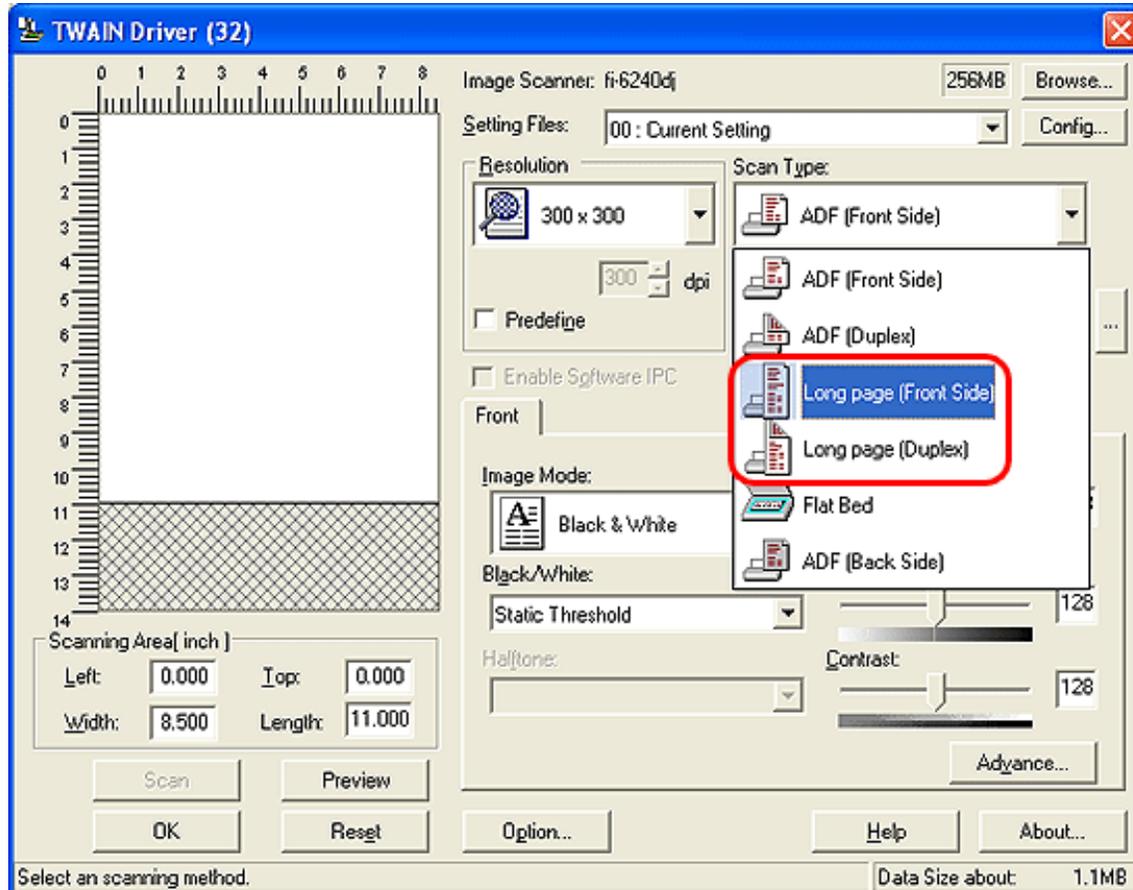
From the [Start] menu, select [All Programs] → [Fujitsu ScandAll PRO] → [Fujitsu ScandAll PRO] in the order presented. Then, ScandAll PRO starts up.

3. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the scanner driver's setup dialog box, see Section "[2.6 How to Use ScandAll PRO.](#)"

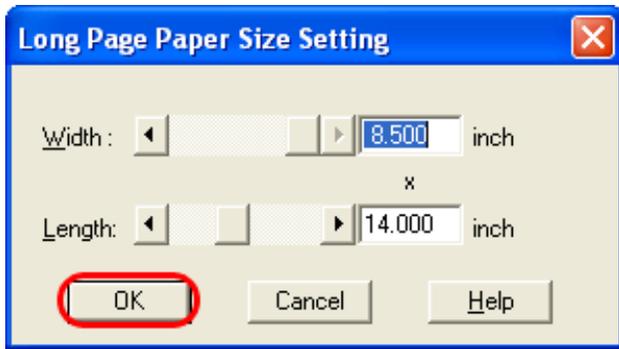
4. Select [Long page (Front Side)] or [Long page (Duplex)] from [Scan Type].

Select [Long page (Front Side)] for single-sided scanning; [Long page (Duplex)] for double-sided scanning.



→ The [Long Page Paper Size Setting] window appears.

5. Specify a document length, and then click the [OK] button.



6. Click the [OK] button.

➔ Changes made on this dialog box are saved and the setup dialog box of FUJITSU TWAIN 32 closes.

7. From the ScandAll PRO window, perform a scan.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

➔ Scanned document images are displayed in the ScandAll PRO window.



ATTENTION

- You cannot use ScandAll PRO while the following options are enabled:
 - Multi Image Output
 - Auto Color Detection
- If you want to scan a document that is longer than 34 inches (864 mm), specify a resolution of 200 dpi or lower.



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3.6 Saving Scanned Images in PDF Format

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To save scanned document images in PDF format, Adobe Acrobat must be installed on your computer. Install Adobe Acrobat from the provided Adobe Acrobat CD-ROM. You can create PDF files from the scanned document images by either of the following two ways:

- **From ScandAll PRO**

Recommended for scanning in color or grayscale mode.

You can:

- Reduce the size of PDF files.
- Create PDF files with facility.

- **From Adobe Acrobat**

Recommended when you want to create PDF files quickly and when you scan documents in black-and-white mode. You can:

- Create PDF files at an original resolution in a short time.
- Create PDF files compressed to a desired size by changing compression rates.

The file size of color documents increases if scanned by following a general procedure. You can drastically reduce the size if you run Acrobat Distiller before saving. For details, see "HINT" in Step 7 of the "From Adobe Acrobat" section.



ATTENTION

Notes on the use of Adobe Acrobat

- As Adobe Acrobat's settings override the settings of the scanner driver, such as [Resolution], [Scan Type], and [Image Mode], the scanned image may not be displayed as configured with the previous settings in the scanner driver.
- The following functions cannot be used:
 - [256 Color] or [8 Color]
 - [Rotation Degree] when [End of Page Detection] is selected
 - Long Page Scanning
 - Automatic Page Size Detection
- When scanning a paper document and converting the scanned document image to PDF by using Acrobat, unexpected images may be output when:
 1. Setting [Edge Shadow Removal] in Acrobat, and setting [Digital Endorser] or [Black Background] options in the TWAIN driver at the same time. Character strings on images or part of background may be missed.

Solution 1: In Acrobat, select [File] → [Create PDF] → [From Scanner...] → [Image Settings...], and set [Edge shadow removal] to [OFF] or set [Color/Grayscale] and/or [Monochrome] under [Compression] to a setting other than [Adaptive].

Solution 2: Adjust the scanning density in the TWAIN driver.
 2. Setting [Color/Grayscale] and/or [Monochrome] to [Adaptive] under [Compression] in Acrobat and scanning documents in a resolution lower than the recommended resolution for Acrobat.

Solution: Set [Color/Grayscale] and/or [Monochrome] to a setting other than [Adaptive] under [Compression].
 3. Setting [Overscan] in the TWAIN driver because a document longer than the double letter (11x17 in.) or A3 size cannot be loaded in Acrobat.

Solution: When scanning a double letter (11x17 in.) or A3 size document, do not set [Overscan] in TWAIN driver.

For more information on Acrobat, including the use of Acrobat, refer to "Create a PDF file from a scanned document" in Acrobat Help.

From ScandAll PRO

1. Place the document on the scanner.

For how to load documents on the ADF paper chute, see Section "[2.2 Loading Documents on the ADF for Scanning](#)." For how to load documents on the Flatbed, see Section "[2.3 Loading Documents on the Flatbed for Scanning \[fi-6240 only\]](#)."

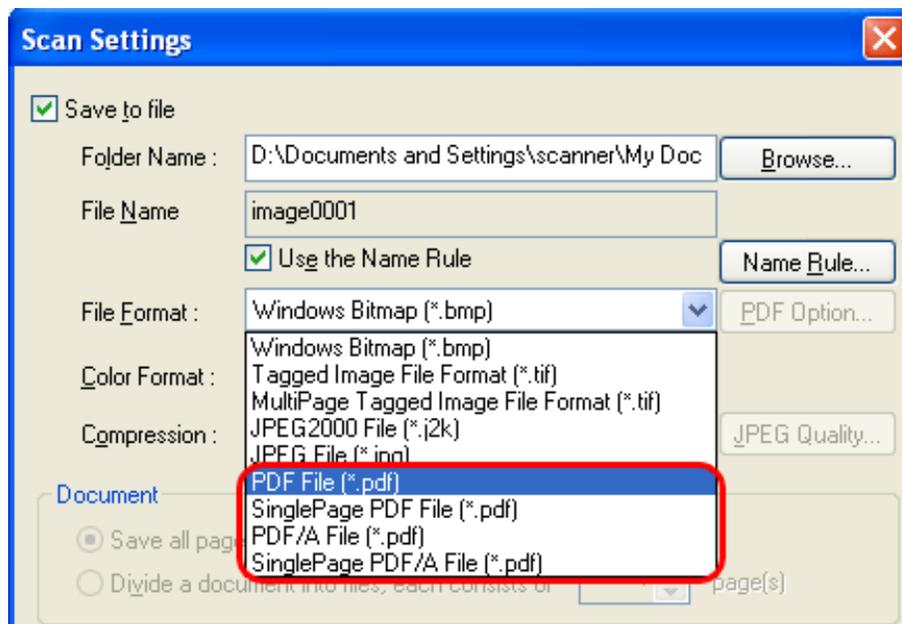
2. Launch ScandAll PRO.

From the [Start] menu, select [All Programs] → [Fujitsu ScandAll PRO] → [Fujitsu ScandAll PRO] in the order presented. Then, ScandAll PRO starts up.

3. In ScandAll PRO, select [PDF File], [SinglePage PDF File], [PDF/A file], or [SinglePage PDF/A file] to save scanned document images.

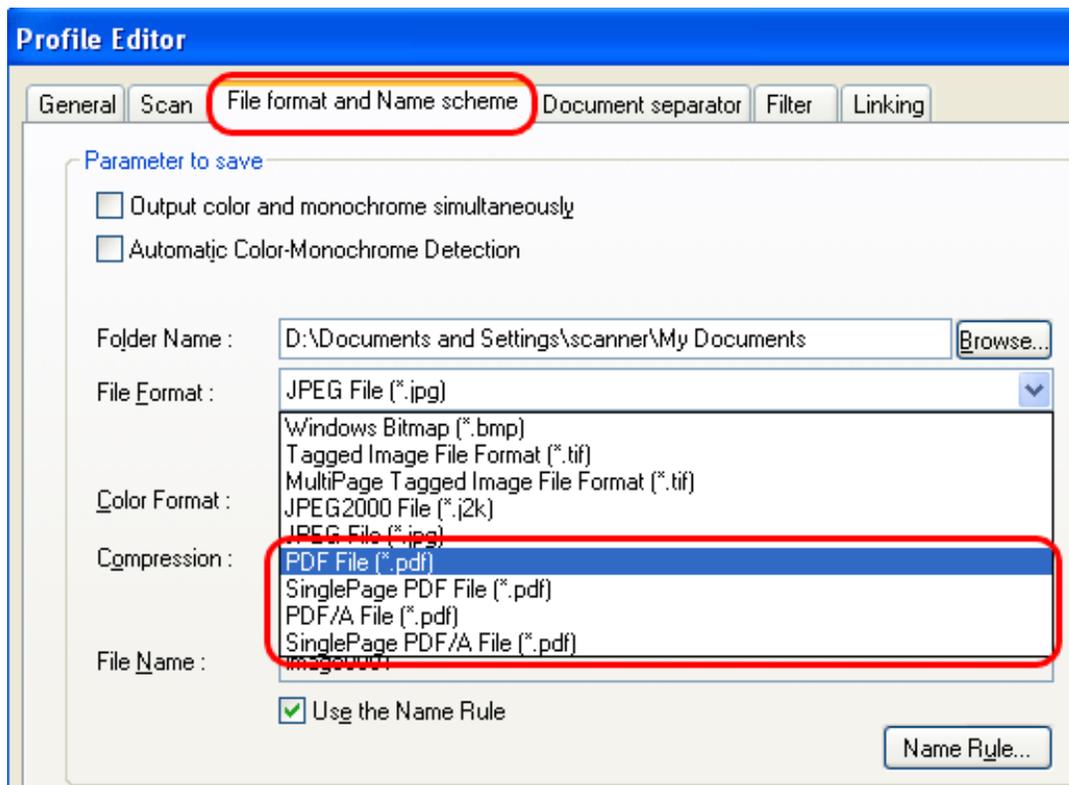
When you want to perform [Scan]

In the [File Format] drop-down list, select one of the above settings.



When you want to perform [Batch Scan]

Select a profile you want to use for scanning to display it in the [Profile Editor] dialog box. Select the [File format and Name scheme] tab, and then select one of the above settings from the [File Format] drop-down list.



HINT

[PDF file] and [SinglePage PDF file] are saved in format compatible with Adobe Acrobat 4.0 (PDF 1.3); [PDF/A file] and [SinglePage PDF/A file] are saved in PDF/A-1b format (format for an archive of digital documents based on PDF 1.4).
 [SinglePage PDF file] and [SinglePage PDF/A file] create one file per image; [PDF file] and [PDF/A file] create one file containing multiple images.

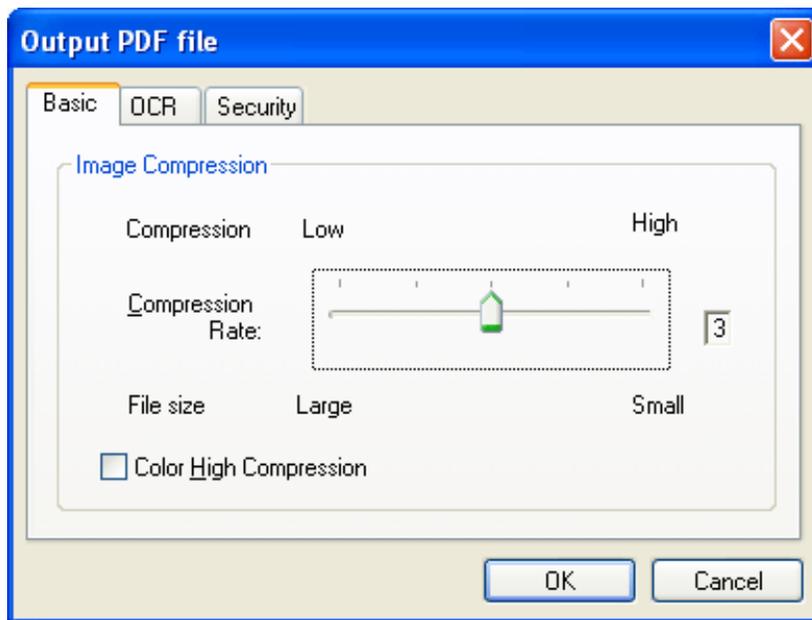
4. To configure PDF-related settings, click the [PDF Option] button ().

➔ The [Output PDF file] dialog box appears.

In this dialog box, you can change the compression rate, turn on the OCR function (to make searchable PDF files), and enhance the security of created PDF files by adding a password to.

[Basic] Tab

Change the compression rate for creating PDF files from scanned document images.



Compression Rate

Move the slider bar to change the compression rate.

The compression rate can be changed in five levels from 1 to 5. (By default, the compression rate is set to 3.) Moving the slider bar to right increases the compression rate. The higher the compression rate, the smaller the file size, but the image quality is degraded.

This setting takes effect on color images only. When images are saved as monochrome images, this setting is ignored.

[Color High Compression] Checkbox

When this checkbox is marked, image portions in a color image are compressed at a higher rate separately from text. Therefore, when a document containing mostly text is scanned, the file size can be made smaller without causing text to become blurred. This setting is not suitable for scanning photographs and figures because the image quality of highly-compressed photographs and figures is degraded.

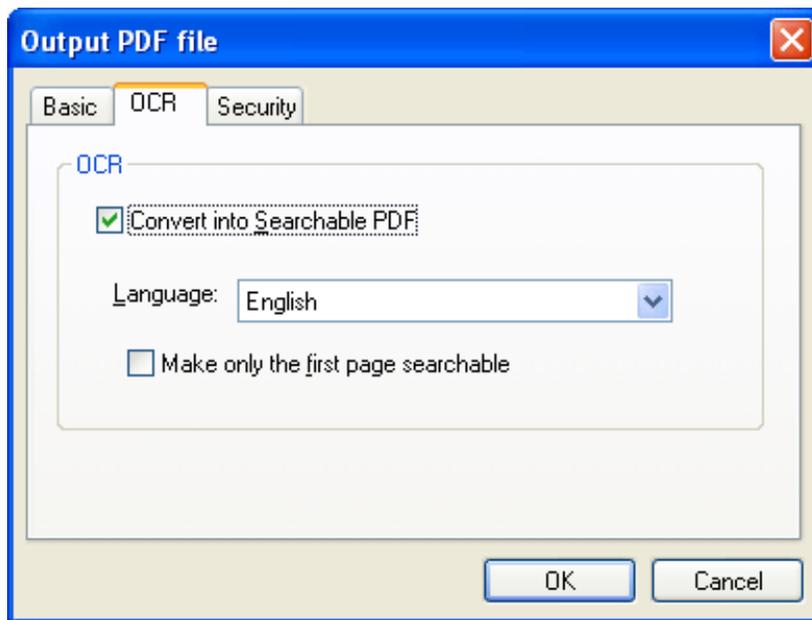
Marking this checkbox increases the system load, which may cause the scanner to take a very long time to scan.

[OCR] Tab

You can configure settings so that PDF files are converted into searchable text when they are created from scanned document images.

Unless OCR (optical character recognition) is turned on, scanned document images are saved as PDF files in a format that computers cannot recognize, or in other words they are not made searchable. Through OCR, text on the image is recognized and text information is embedded into the image, making the image file searchable.

(Note that, if you turn on OCR, scanning takes time longer than if you do not.)



[Convert into Searchable PDF] Checkbox

The scanned document images are converted into searchable PDF files and saved.

Language

You can select a language to use for text recognition from the following:
English, French, German, Italian, Japanese, Korean, Spanish, and Traditional/Simplified Chinese.

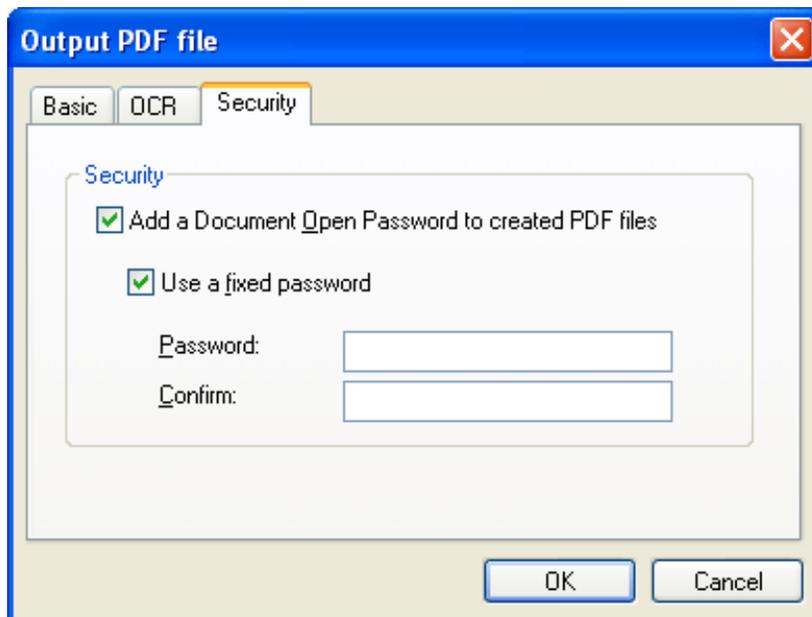
[Make only the first page searchable] Checkbox

When scanning a document containing multiple pages, you can make only the first page searchable. If this checkbox is marked, the time required is shorter than the time required for the conversion of all pages.

[Security] Tab

You can enhance security by setting a password for PDF files.

Once a password is added, you cannot open the PDF files unless you enter a correct password, which you type in in this dialog box.



[Add a Document Open Password to created PDF files] Checkbox

You can set a "Document Open" password to PDF files. Up to 16 characters (single-width) can be used for a password. This checkbox is available only for Adobe PDF files. (For PDF/A files, passwords cannot be set.)

If this checkbox is marked, the [Password] dialog box appears immediately after scanning.

Password-protected PDF files cannot be opened with ScandAll PRO. Open password-protected PDF files with Adobe Acrobat.

[Use a fixed password] Checkbox

If this checkbox is marked, all PDF files are protected with the fixed password you type in in this dialog box, so that the [Password] dialog box does not appear after scanning.

5. From the ScandAll PRO window, perform a scan.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

➔ Scanned document images are displayed in the ScandAll PRO window.



ATTENTION

ScandAll PRO creates PDF files from scanned document images but does not offer the function to open PDF files. You can open PDF files with ScandAll PRO anyway, but the displayed images may not be satisfactory or the operation of ScandAll PRO may become unstable.

To view PDF files, it is recommended an application that can open PDF files, such as Adobe Acrobat, be used.

From Adobe Acrobat

1. Place the document on the scanner.

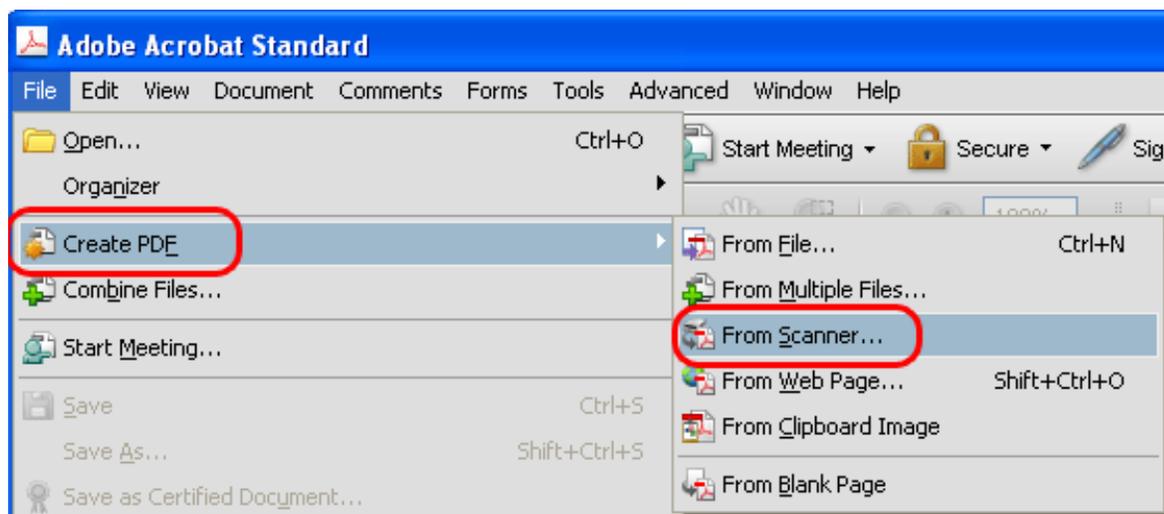
For how to load documents on the ADF paper chute, see Section "[2.2 Loading Documents on the ADF for Scanning.](#)"

For how to load documents on the Flatbed, see Section "[2.3 Loading Documents on the Flatbed for Scanning \[fi-6240 only\].](#)"

2. Launch Adobe Acrobat.

From the [Start] menu, select [All Programs] → [Adobe Acrobat] in the order presented. Then, Adobe Acrobat starts up.

3. From the [File] menu, select [Create PDF], and then select [From Scanner].



➔ The [Acrobat Scan] dialog box appears.

4. Select [FUJITSU fi-6140dj] or [FUJITSU fi-6240dj] from the [Scanner] drop-down list, and then click the [Scan] button.

Acrobat Scan

Input

Scanner: **FUJITSU fi-6240dj** [Scanner Options...]

Sides: Front Sides

Color Mode: Black and White

Resolution: 300 DPI

Output

New PDF Document

Append [Browse]

Make PDF/A Compliant

Document

Optimization

Small Size [Slider] High Quality [Options]

Text Recognition and Metadata

Make Searchable (Run OCR) [Options]

Make Accessible Add Metadata

[Help] [Restore Defaults] **[Scan]** [Cancel]



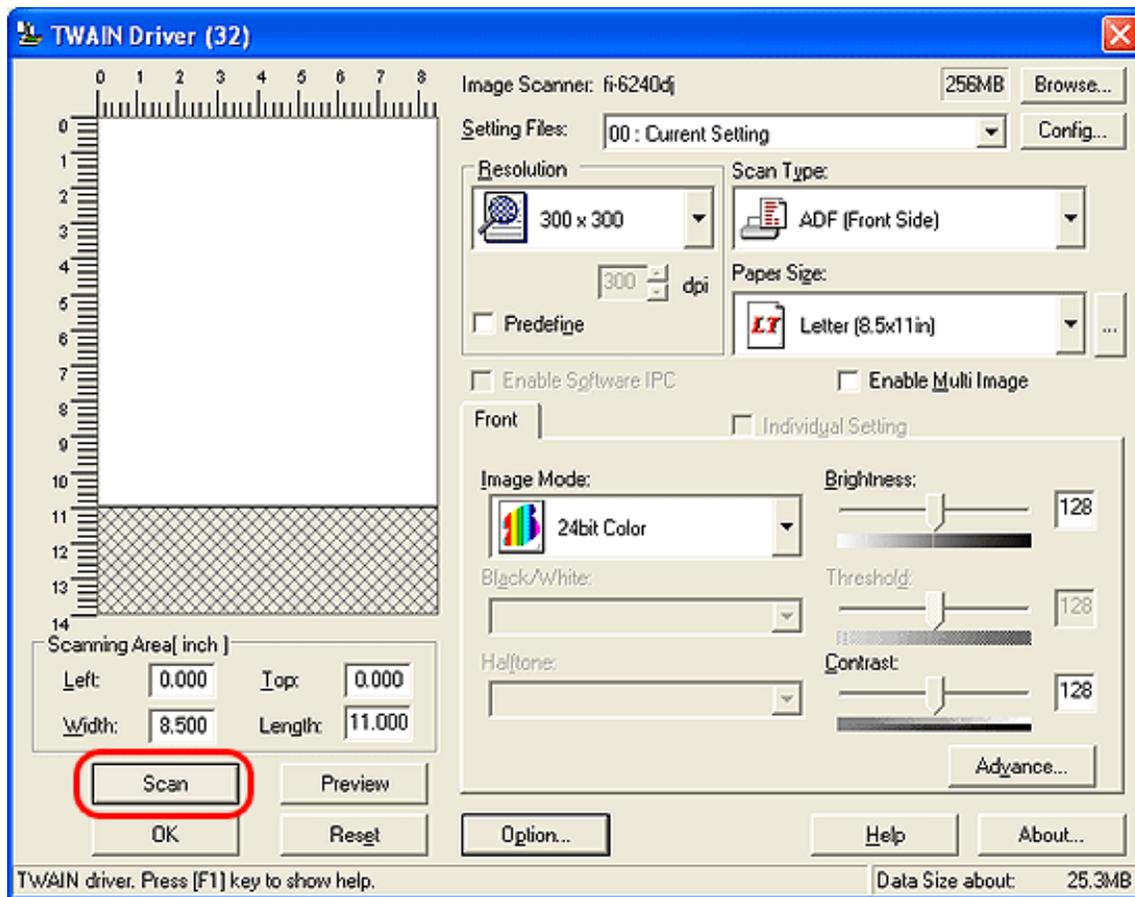
ATTENTION

If scanned by using the default settings, images outputted may not be satisfactory. It is recommended the settings be changed, following the procedure below:

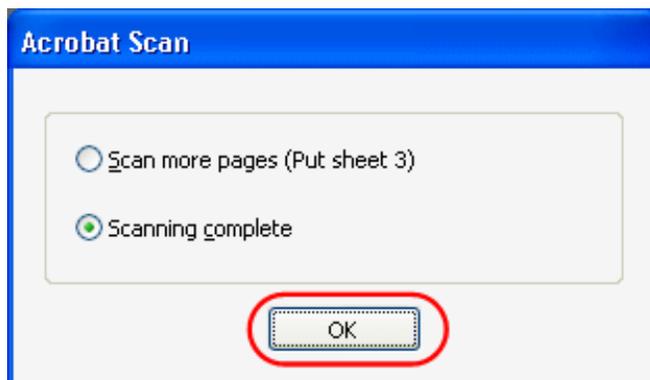
1. Clear the [Recognize Text Using OCR] checkbox.
2. Click the [Image Settings] button.
The [Image Settings] dialog box appears.
3. Change settings as follows:
 - Color/Grayscale: none
 - Monochrome: JBIG2 or CCITT Group 4
 - Background removal: Off
 - Edge shadow removal: Off

➔ The [TWAIN Driver] dialog box appears.

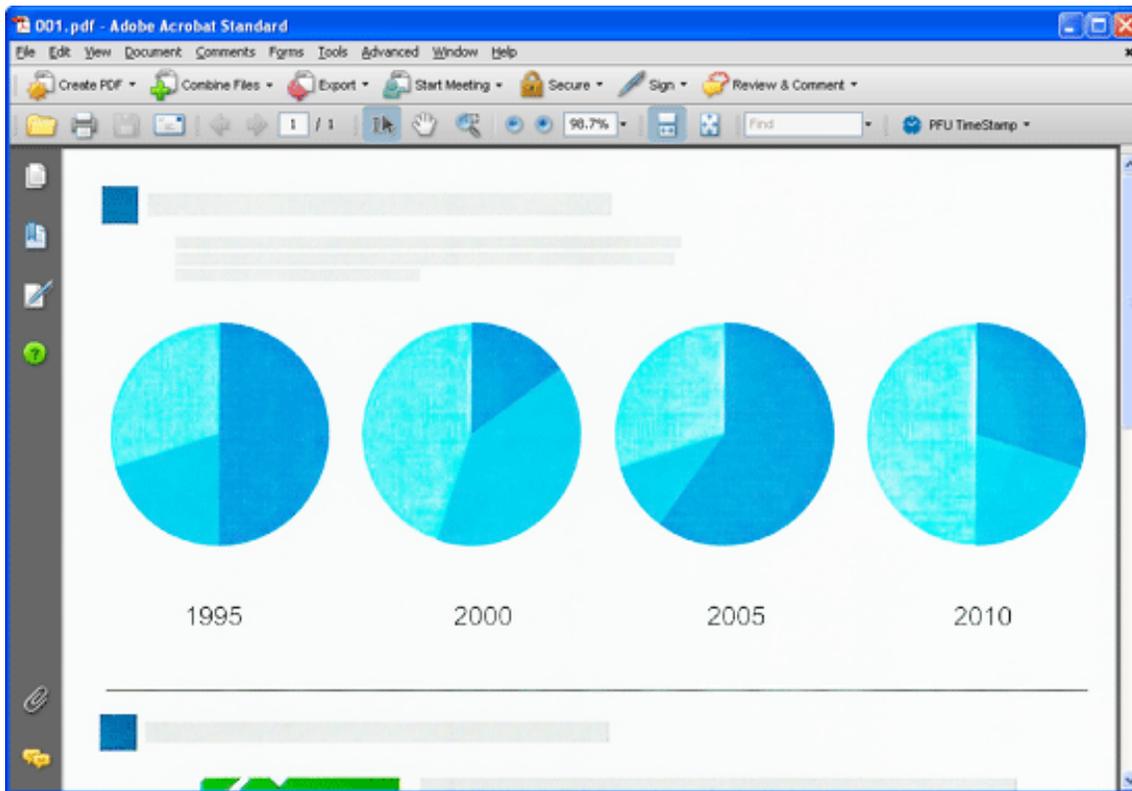
5. Configure settings such as the scan resolution and document size, and then click the [Scan] button.



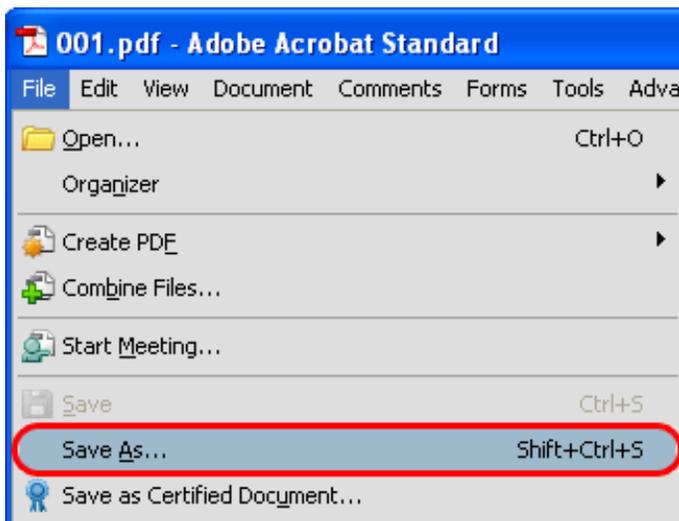
6. To finish scanning, select [Scanning complete] and click the [OK] button.



➔ Scanned images are displayed.



7. From the [File] menu, select [Save As] or [Save] to save the scanned images.



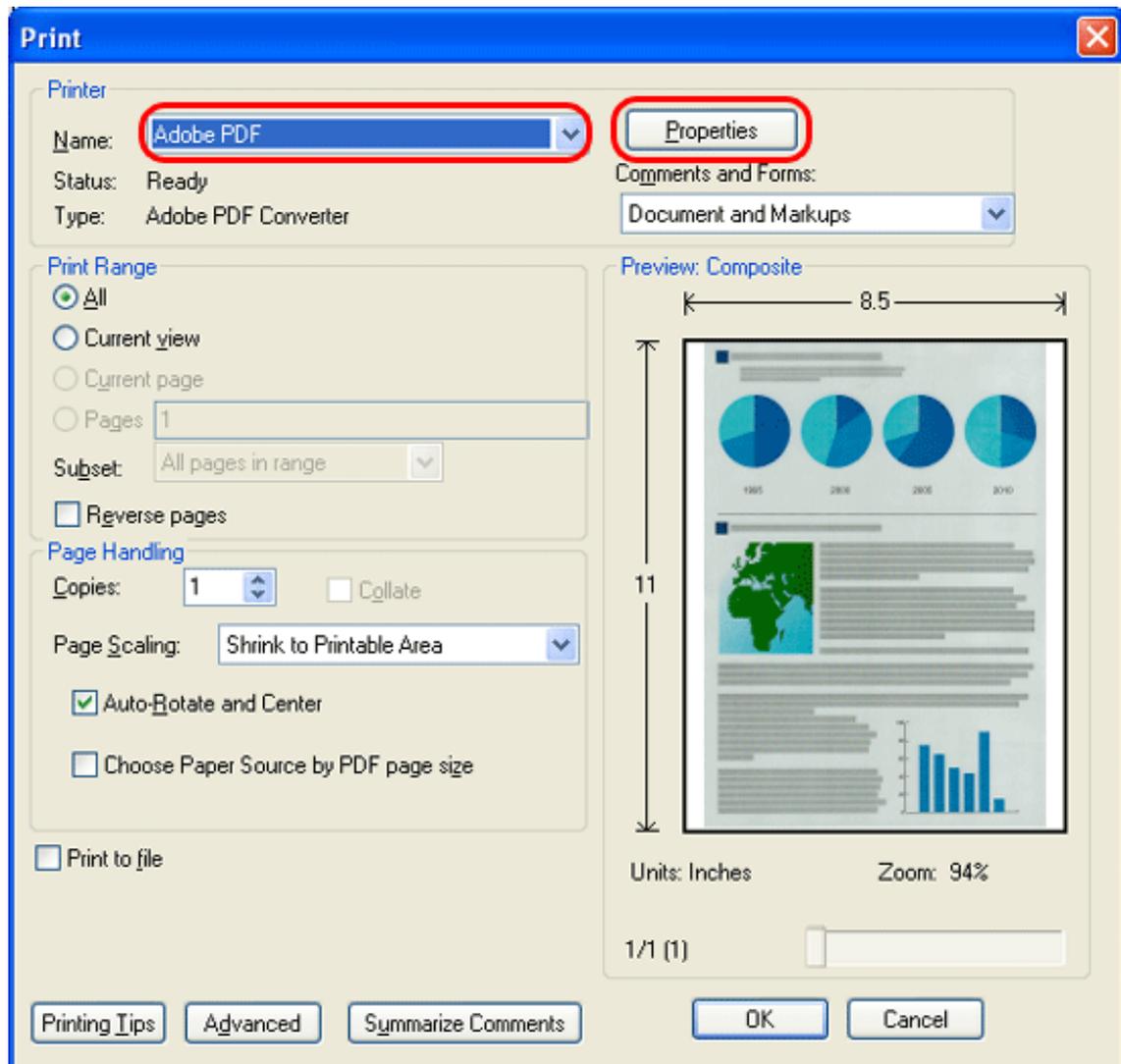
For details on the operation of Adobe Acrobat, refer to Adobe Acrobat Help.



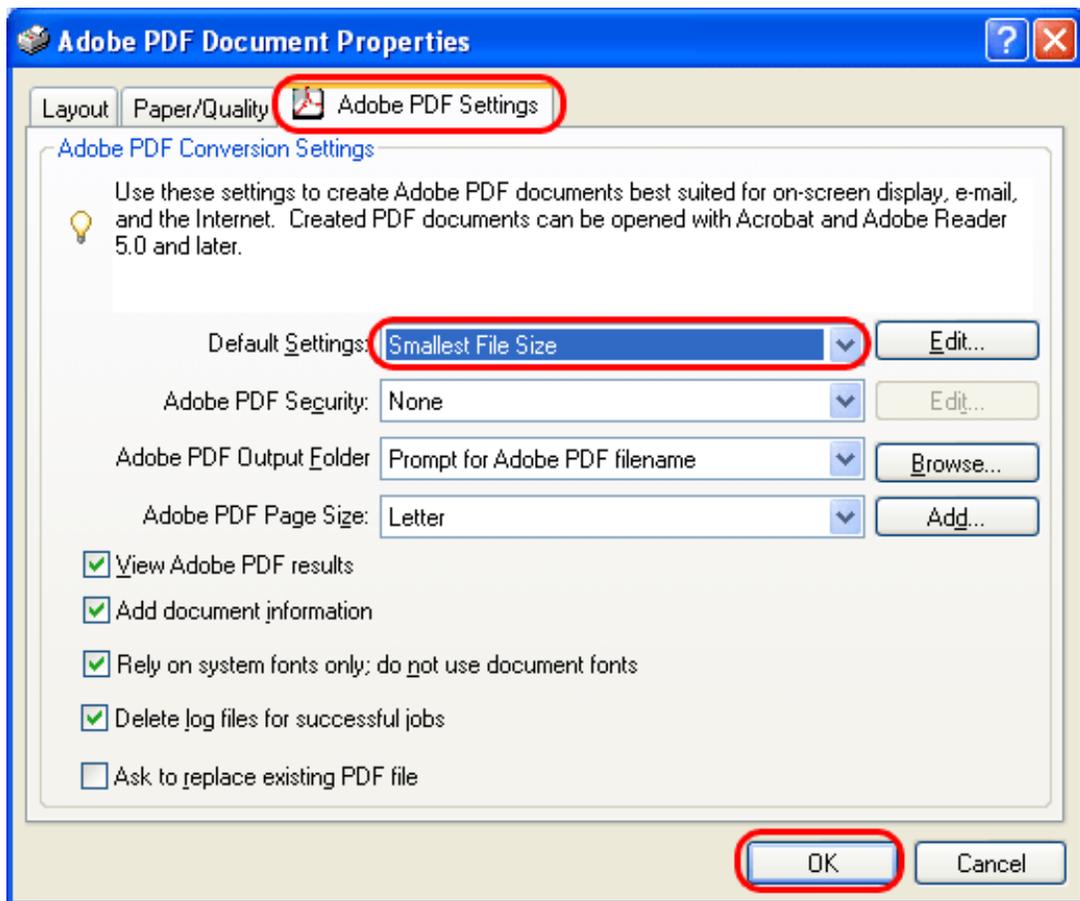
HINT

If you save scanned document images as described above, the file size may increase greatly. To reduce the file size, save images following the procedure below. (It may take more time than you save as described above.)

1. Select [File] → [Print].
2. In the dialog box below, select [Adobe PDF] from the [Name] drop-down list.



3. Click the [Properties] button.
4. Select the [Adobe PDF Settings] tab.
5. Select a desired setting from the [Default Settings] drop-down list.
The following shows an example when [Smallest File Size] is selected.



6. Click the [OK] button.
7. Click the [OK] button in the [Print] dialog box.
8. Enter a file name, and then click the [Save] button in the [Save PDF File As] dialog box.



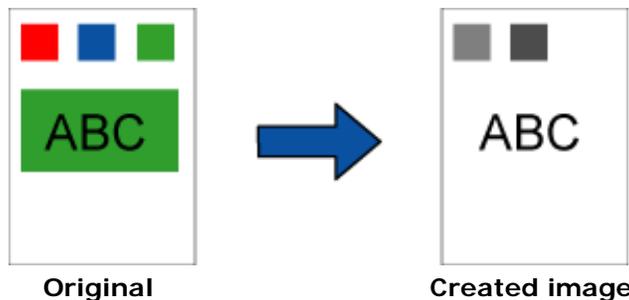
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3.7 Excluding a Color from Images (Dropout Color)

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You can select a color from primary colors (red, green, and blue) to remove (drop out) from a scanned document image. (Note the dropout color can be specified only in binary (black & white) mode.) For example, when you scan a document containing black text with green background, you can output an image of only black text. Enable the dropout color setting in the setup dialog box of the scanner driver.



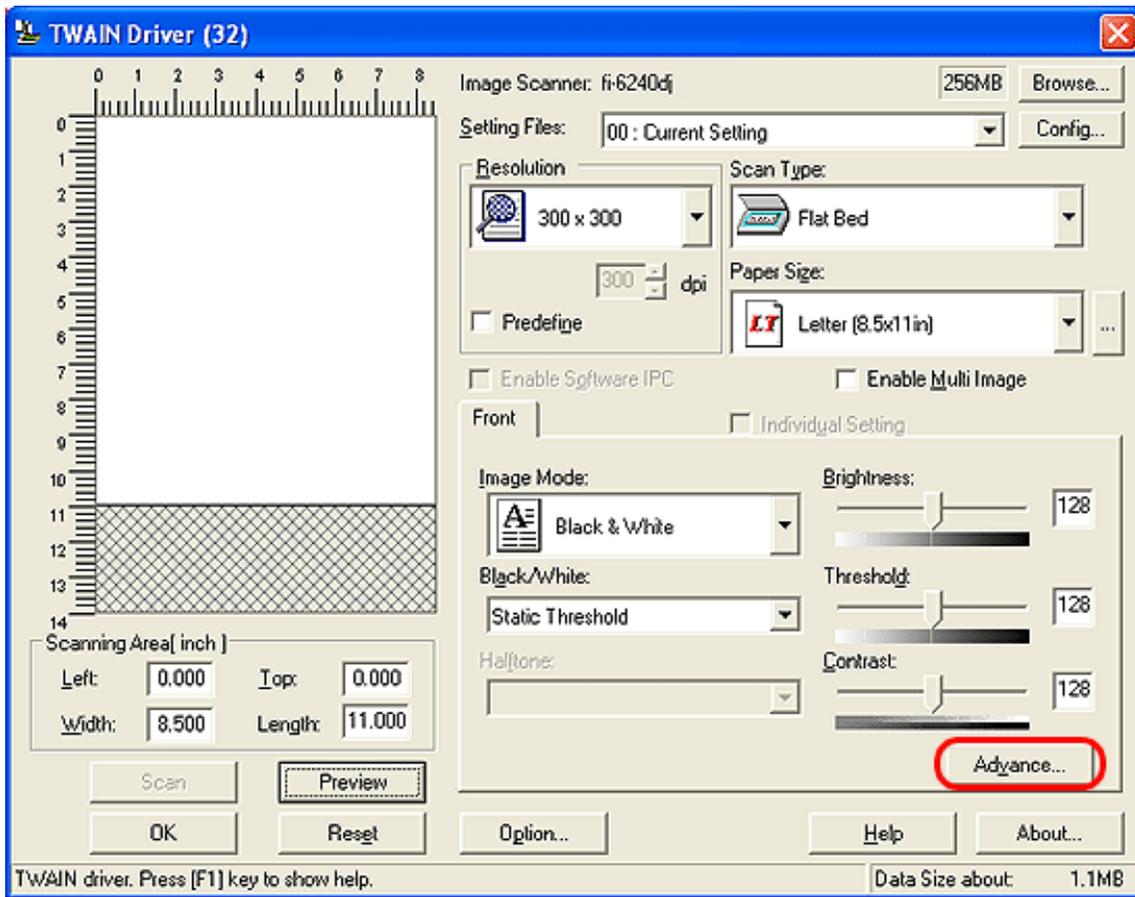
Example: When green is selected as a dropout color

The following shows the procedure to change settings in the setup dialog box of the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "[2.6 How to Use ScandAll PRO.](#)"

2. In the [TWAIN Driver] dialog box, click the [Advance] button.

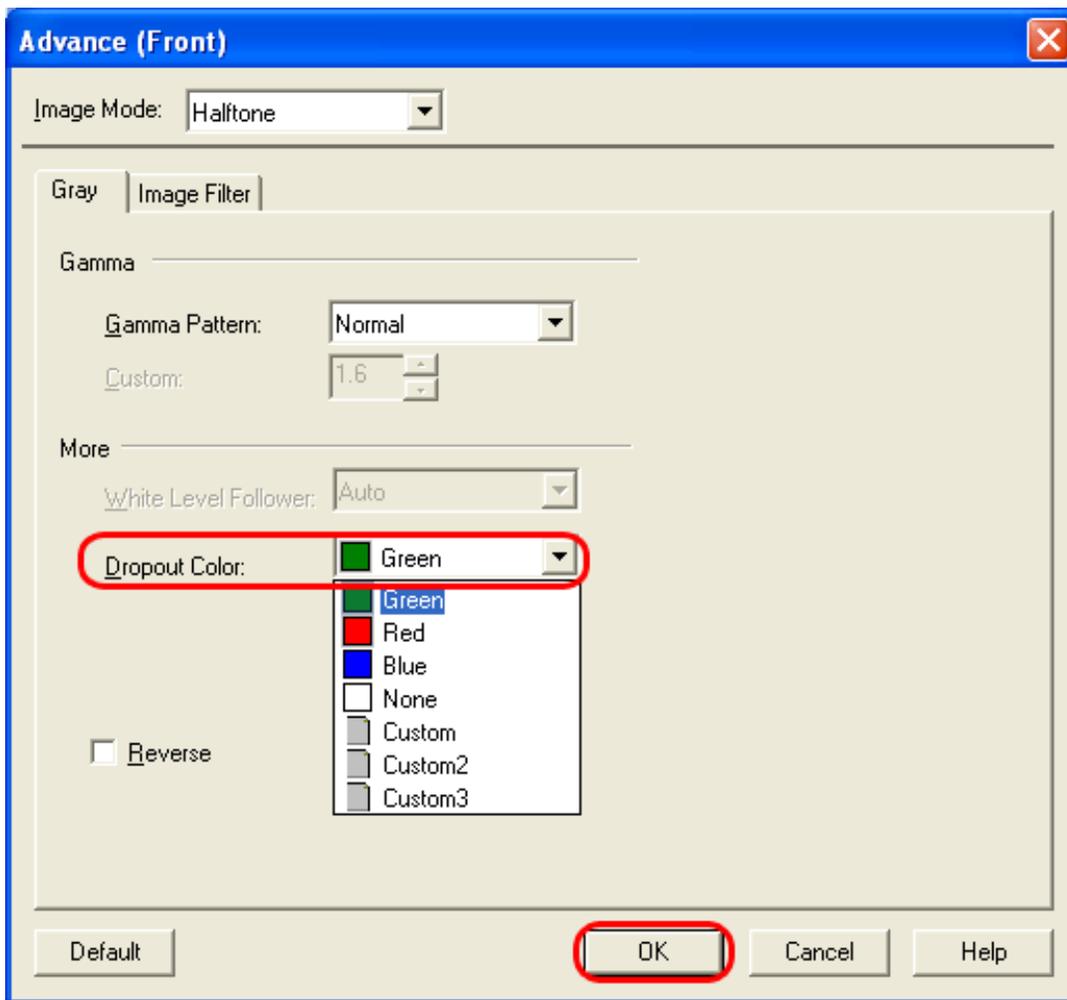


→ The [Advance] dialog box appears.

3. Select a color you want to remove, from the [Dropout Color] drop-down list under [More].

For example, when you want to obtain only black text image from a document containing black text outlined in green, select [Green] from the list.

If you want no color to be dropped out, select [None].



4. Click the [OK] button.

➔ You are returned to the [TWAIN Driver] dialog box.

5. In the [TWAIN Driver] dialog box, click the [OK] button.

➔ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"



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3.8 Skipping Blank Pages

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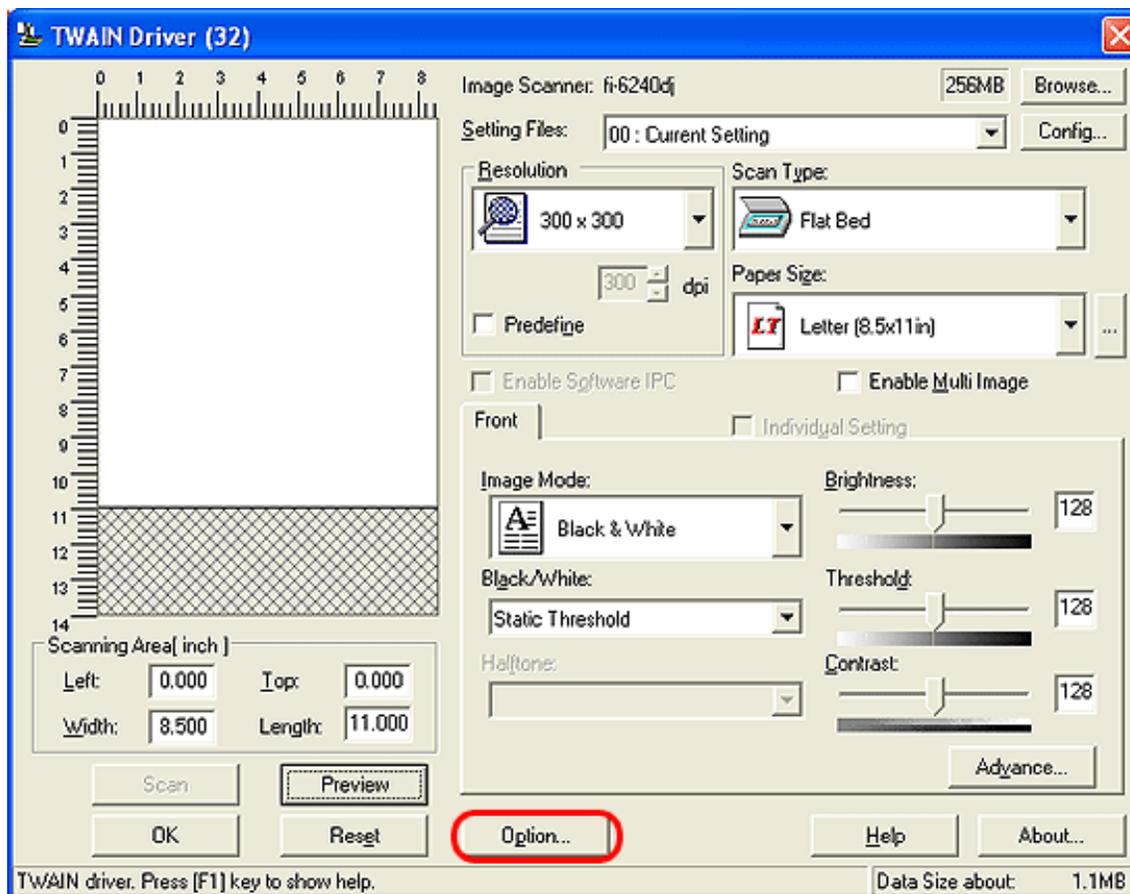
Blank pages in a document are detected and removed automatically. For example, when scanning both double-sided and single-sided documents together in duplex mode, you can obtain the scanned document images without blank pages. Configure the setting in the setup dialog box of the scanner driver.

The following shows the procedure for skipping blank pages using the FUJITSU TWAIN 32 scanner driver:

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "[2.6 How to Use ScandAll PRO.](#)"

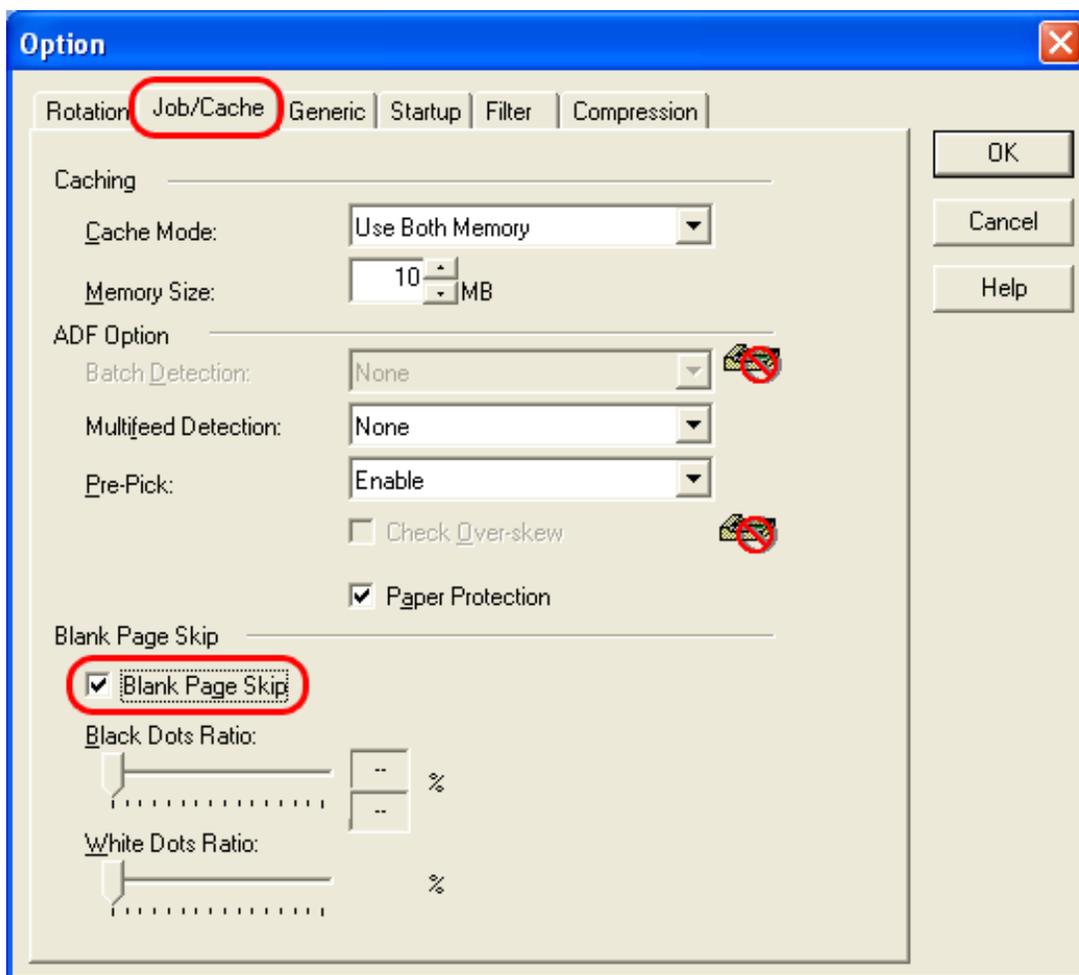
2. In the [TWAIN Driver] dialog box, click the [Option] button.



➔ The [Option] dialog box appears.

3. Select the [Job/Cache] tab.

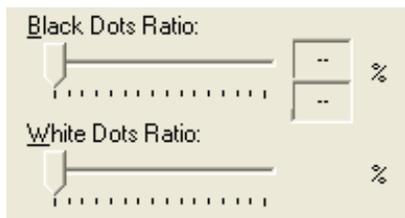
4. Mark the [Blank Page Skip] checkbox.



If this checkbox is marked, cache mode is automatically changed to [Ram cache].

5. With the slider control under [Blank Page Skip], specify the Blank Page Skip degree.

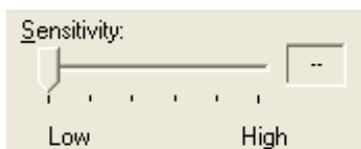
< In Binary/Halftone mode >



For white pages, use the [Black Dots Ratio] slider bar to specify a degree of accuracy needed to skip blank pages. For black pages, use the [White Dots Ratio] scroll bar to specify a degree of accuracy needed to skip blank pages. The value displayed to the right of the slider bar shows a noise (dots) ratio(*1). If a scanned page includes dots less than this value, the page is recognized as blank. You can select OFF(- -) or a value from 0.2% to 3.0% (in increments of 0.2%).

*1: Ratio of black dots included in a scanned area. (for white pages)

< In Color/Grayscale mode >



Use the slider bar to specify a level in five levels from 1 to 5. The larger the number, the higher the accuracy.

6. Click the [OK] button.

➔ You are returned to the [TWAIN Driver] dialog box.

7. In the [TWAIN Driver] dialog box, click the [OK] button.

➔ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

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3.9 Detecting Multifeeds

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"Multifeed" is a feeding error that occurs when two or more sheets in the ADF paper chute are fed simultaneously into the scanner. You can set the scanner to detect multifeed, stop scanner operation, and display an error message.

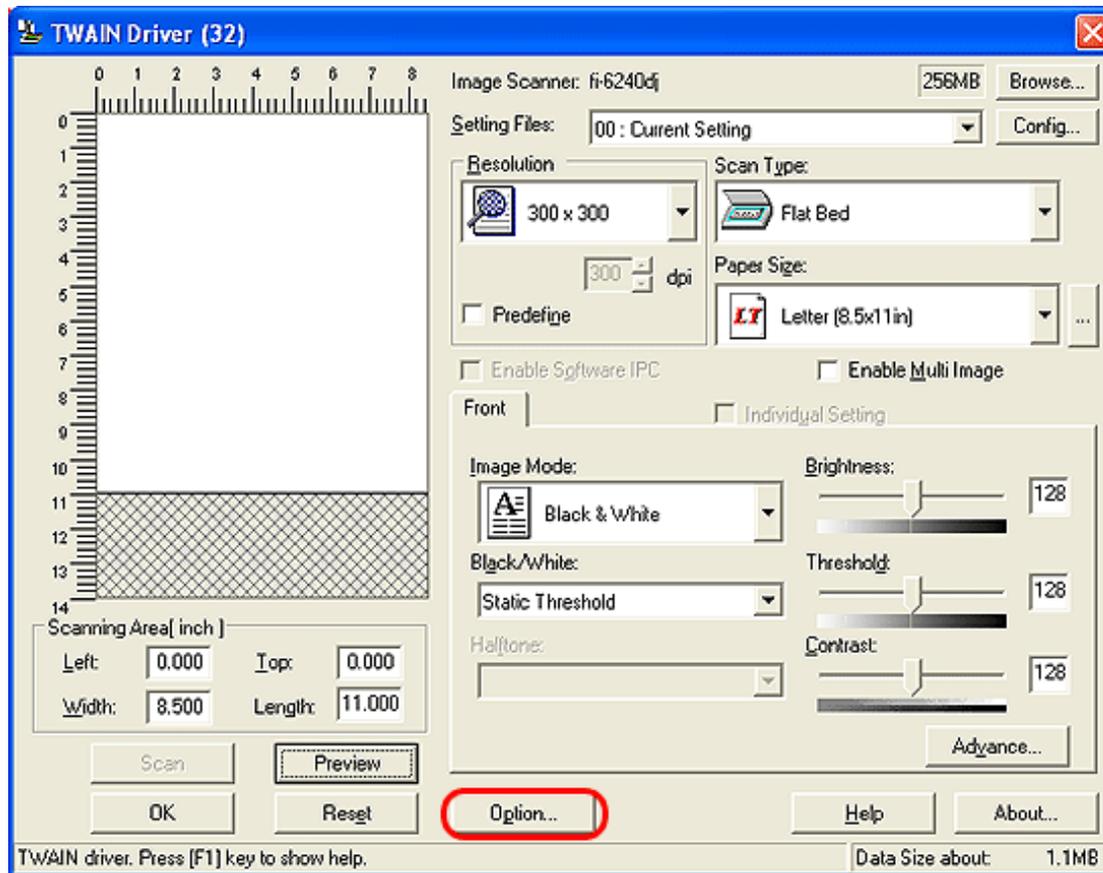
To set the scanner to detect multifeed, change the settings in the [TWAIN Driver] dialog box or in the Software Operation Panel. For how to configure the settings using the Software Operation Panel, see Section "8.4 Multifeed Detection."

The following shows the procedure to change settings in the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "2.6 How to Use ScandAll PRO."

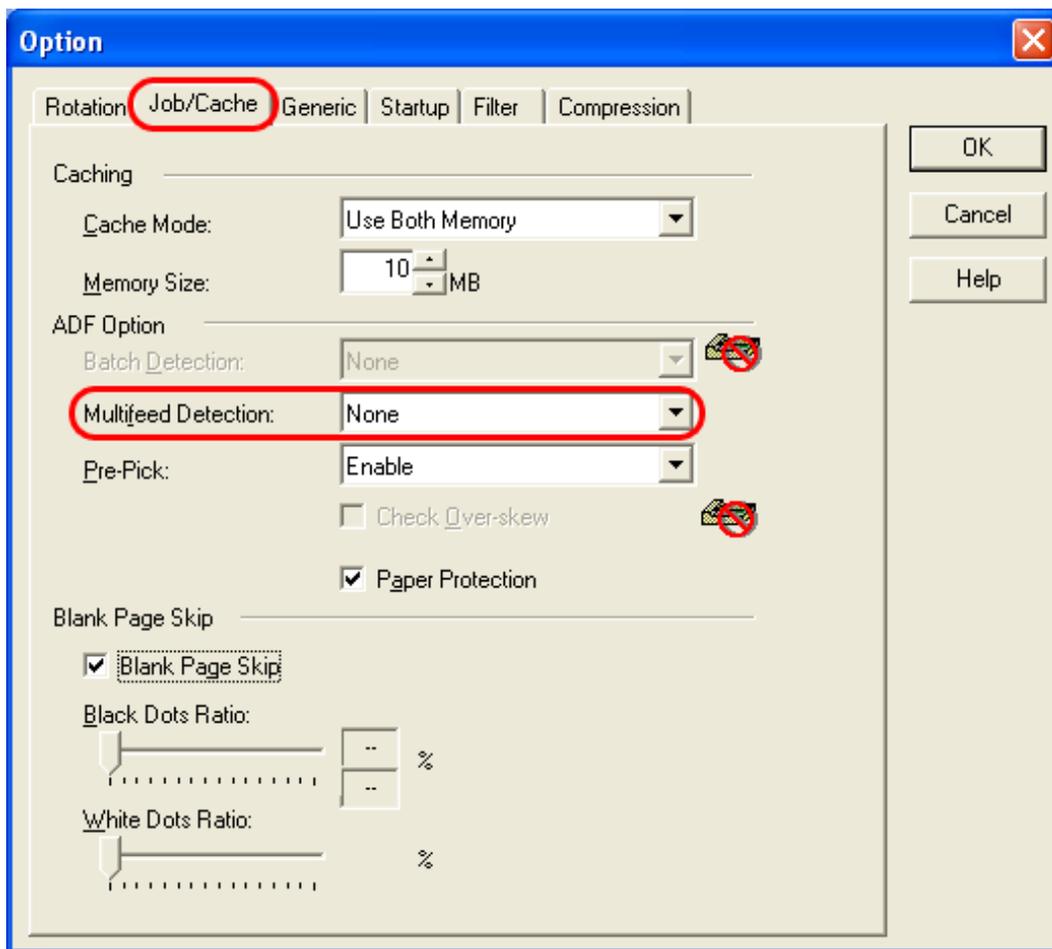
2. In the [TWAIN Driver] dialog box, click the [Option] button.



→ The [Option] dialog box appears.

3. Select the [Job/Cache] tab.

4. Select how to detect multifeeds from the [Multifeed Detection] drop-down list under [ADF Option].



The following are how to detect multifeeds:

None	Multifeed detection is not performed.
Check overlapping	The scanner monitors the thickness of fed documents. The scanner detects a multifeed based on an increased thickness when multiple sheets are fed simultaneously.
Check length	The scanner monitors the length of fed documents. The scanner detects a multifeed based on an increased length when multiple sheets are fed simultaneously.
Check overlapping and length	The scanner monitors both document thickness and length to detect multifeeds.

For more information on multifeed detection, see Section "[7.5 Multifeed Detection Conditions.](#)"

5. Click the [OK] button.

➔ You are returned to the [TWAIN Driver] dialog box.

6. In the [TWAIN Driver] dialog box, click the [OK] button.

➔ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"



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3.10 Correcting Skewed Documents

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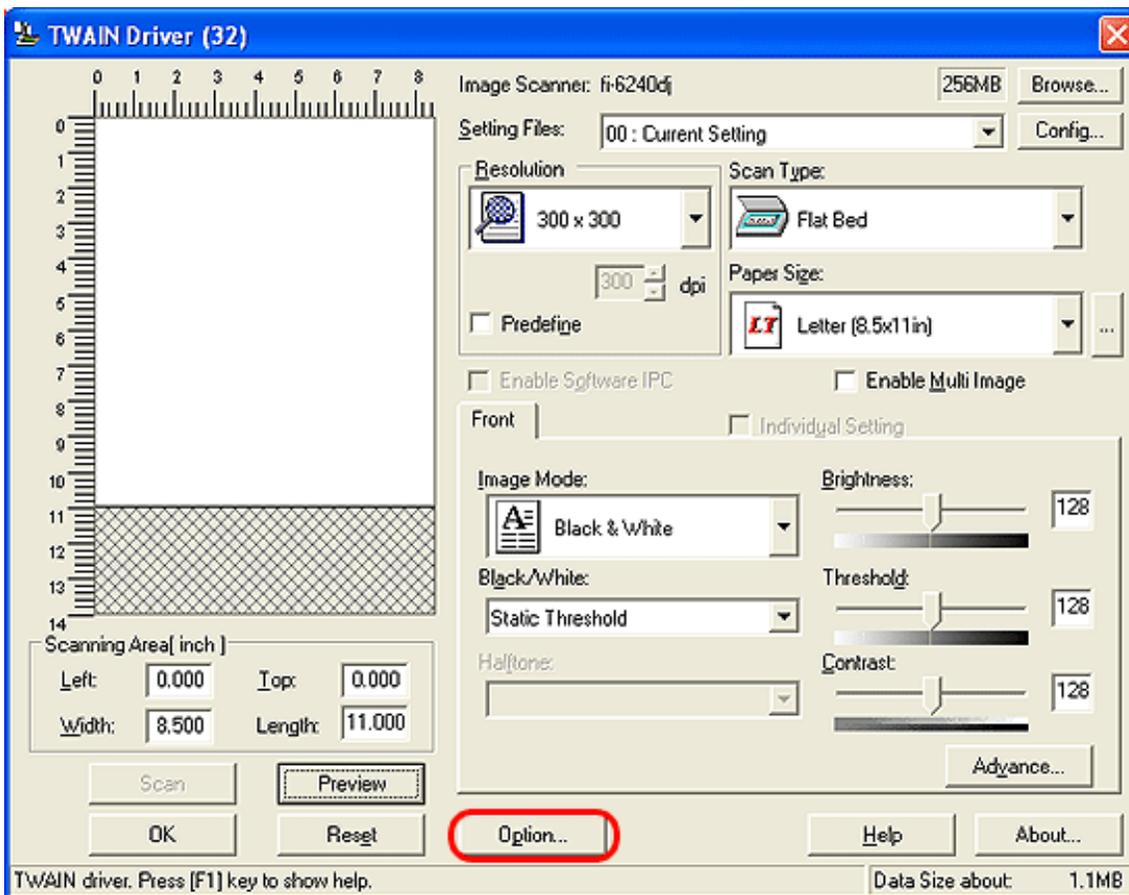
The skew of documents can be detected and corrected automatically by enabling the Automatic Deskew function. Change the setting in the setup dialog box of the scanner driver.

The following shows the procedure to change settings in the setup dialog box of the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "2.6 How to Use ScandAll PRO."

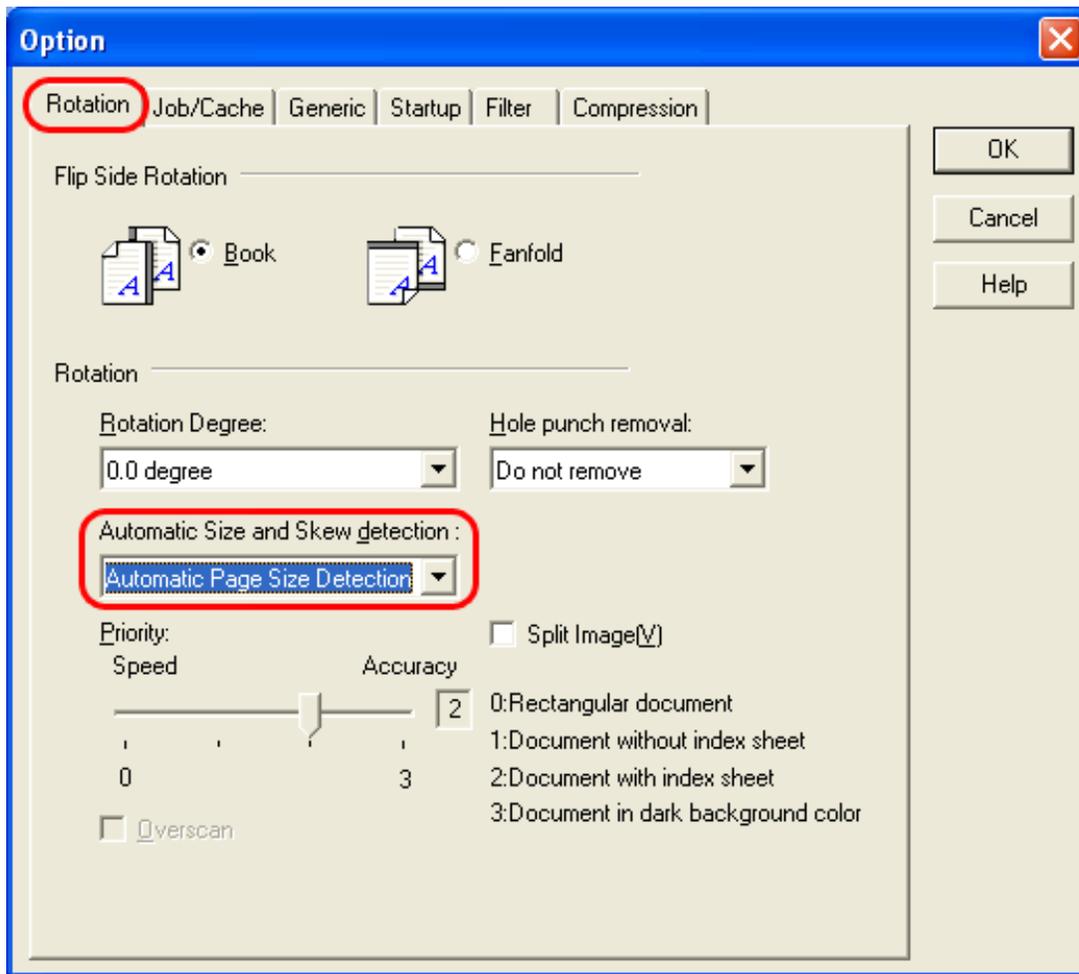
2. In the [TWAIN Driver] dialog box, click the [Option] button.



→ The [Option] dialog box appears.

3. Select the [Rotation] tab.

4. Select [Automatic Page Size Detection] from the [Automatic Size and Skew Detection] drop-down list.



HINT

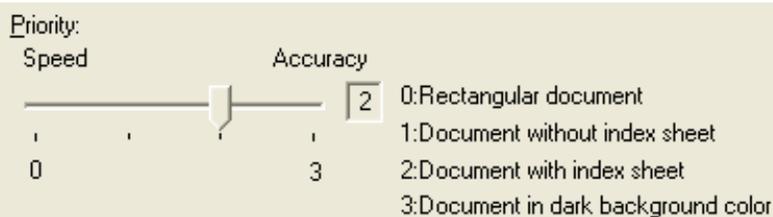
With the [Priority] slider control, you can change the accuracy of Automatic Page Size Detection.

Move the slider to right to improve the detection accuracy. Note that the higher the accuracy, the longer the processing time, and the scanning speed becomes slower.

When detecting paper sizes of index sheets or documents to which sticky notes or index tabs are attached, set the Priority to 2.

When detecting paper sizes of sheets or documents whose one side's background is in dark color, set the Priority to 3.

Priority	Document type suited for scanning
0	Document whose side's linearity is high
1	Index sheet or document to which sticky notes or index tabs are attached
2	Index sheet or document to which sticky notes or index tabs are note attached
3	Document with one side in dark background color





ATTENTION

If one of the following conditions is met, the Automatic Page Size Detection may not work properly.

- Paper is 52g/m² or less in weight
- Documents are not rectangular
- The margin of pages is filled with dark color

5. Click the [OK] button.

→ You are returned to the [TWAIN Driver] dialog box.

6. In the [TWAIN Driver] dialog box, click the [OK] button.

→ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

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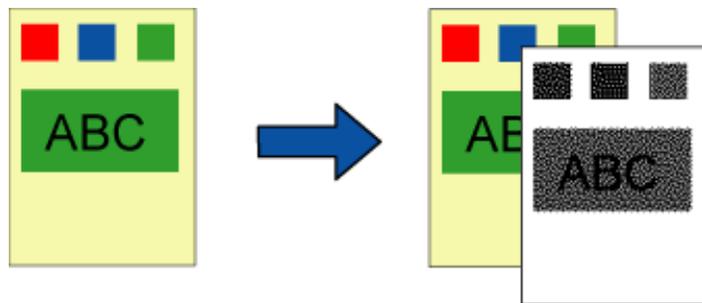
3.11 Outputting Multi-Images

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You can obtain both color/grayscale and black-and-white images at a scan (Multi Image Output).

* Depending on the application to use, this function may not work properly.

Configure Multi Image settings using the scanner driver.



Original

Created image

Example: When the color document is scanned with Multi Image Output being set

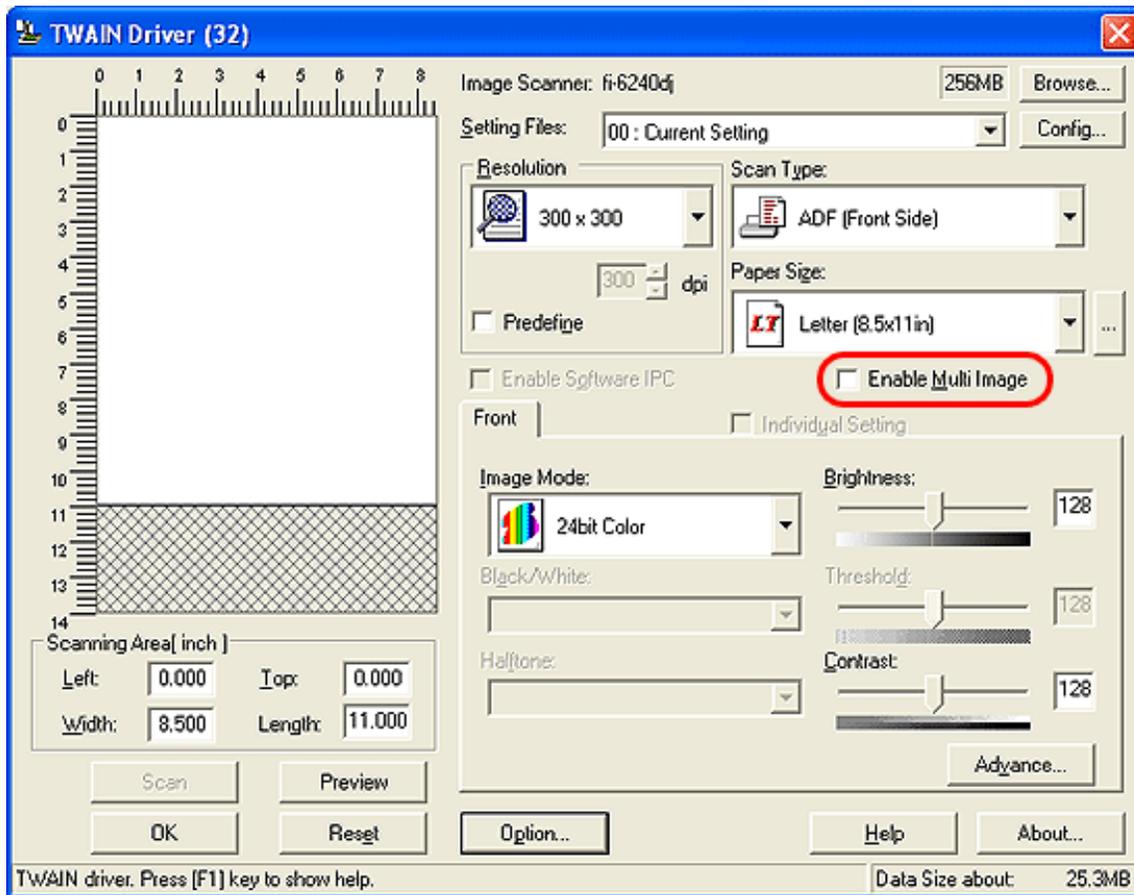
The following shows the procedure to change settings in the setup dialog box of the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "[2.6 How to Use ScandAll PRO.](#)"

2. In the [TWAIN Driver] dialog box, mark the [Enable Multi Image] checkbox.

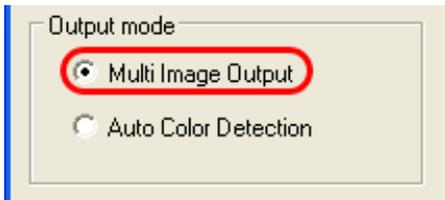
* When you select [Long page] under [Scan Type], this checkbox is not available.



→ The [Multi Image] dialog box appears.



3. Select [Multi Image Output] under [Output mode].



4. Select the order to output multi-images under [Order (for Multi Image Output)].



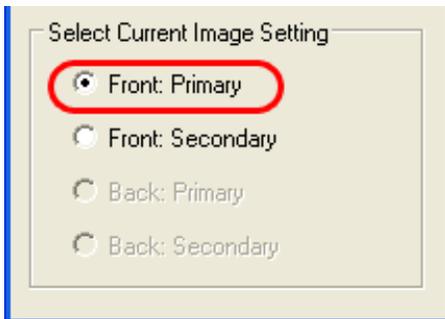
Primary: Color/Grayscale - Secondary: Binary

First, a Color or Grayscale image is output, and then a Black-and-White image.

Primary: Binary - Secondary: Color/Grayscale

First, a Black-and-White image is output, and then a Color or Grayscale image.

5. Under [Select Current Image Setting], select a side, and then configure settings for each side in the [TWAIN Driver] dialog box.



6. In the [TWAIN Driver] dialog box, click the [OK] button.

➔ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"



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3.12 Color/Monochrome Auto Detection

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This scanner features automatic detection of color or black-and-white document scans (the term "scan," in this case, refers to a produced image by scanning).

Scanning color documents produces color (or grayscale) images, and scanning black-and-white documents produces black-and-white images.

* Depending on the application to use, this function may not work properly.

Configure Multi Image settings using the scanner driver.

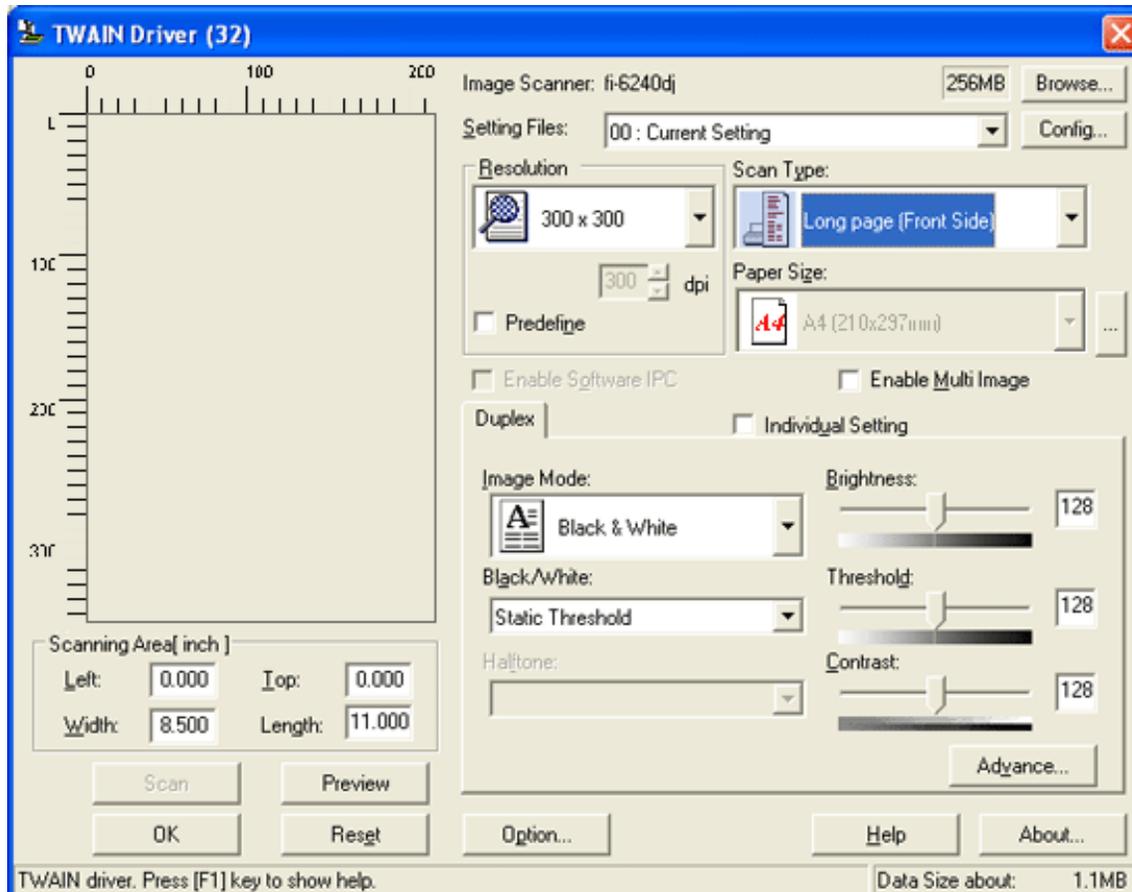
The following shows the procedure to change settings in the setup dialog box of the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "[2.6 How to Use ScandAll PRO.](#)"

2. In the [TWAIN Driver] dialog box, mark the [Enable Multi Image] checkbox.

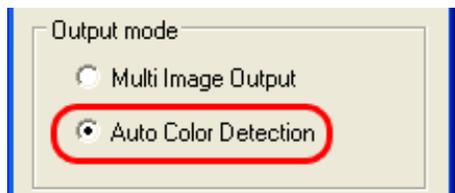
* When you select [Long page] under [Scan Type], this checkbox is not available.



➔ The [Multi Image] dialog box appears.



3. Select [Auto Color Detection] under [Output mode].



4. Under [Select Current Image Setting], select a side, and then configure settings for each side in the [TWAIN Driver] dialog box.

You need to configure both of the settings for [Color/Grayscale] detection and for [Binary] detection in advance.



5. In the [TWAIN Driver] dialog box, click the [OK] button.

➔ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

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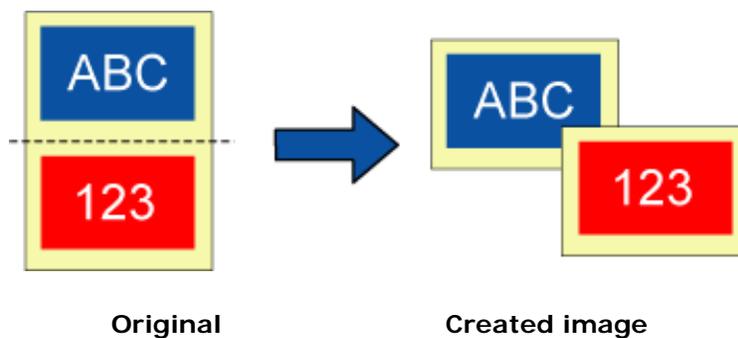
3.13 Splitting a Page in Two Pages

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You can obtain two images by horizontally splitting a scanned page image.

* Depending on the application to use, this function may not work properly.

Enable the Split Image function in the setup dialog box of the scanner driver.

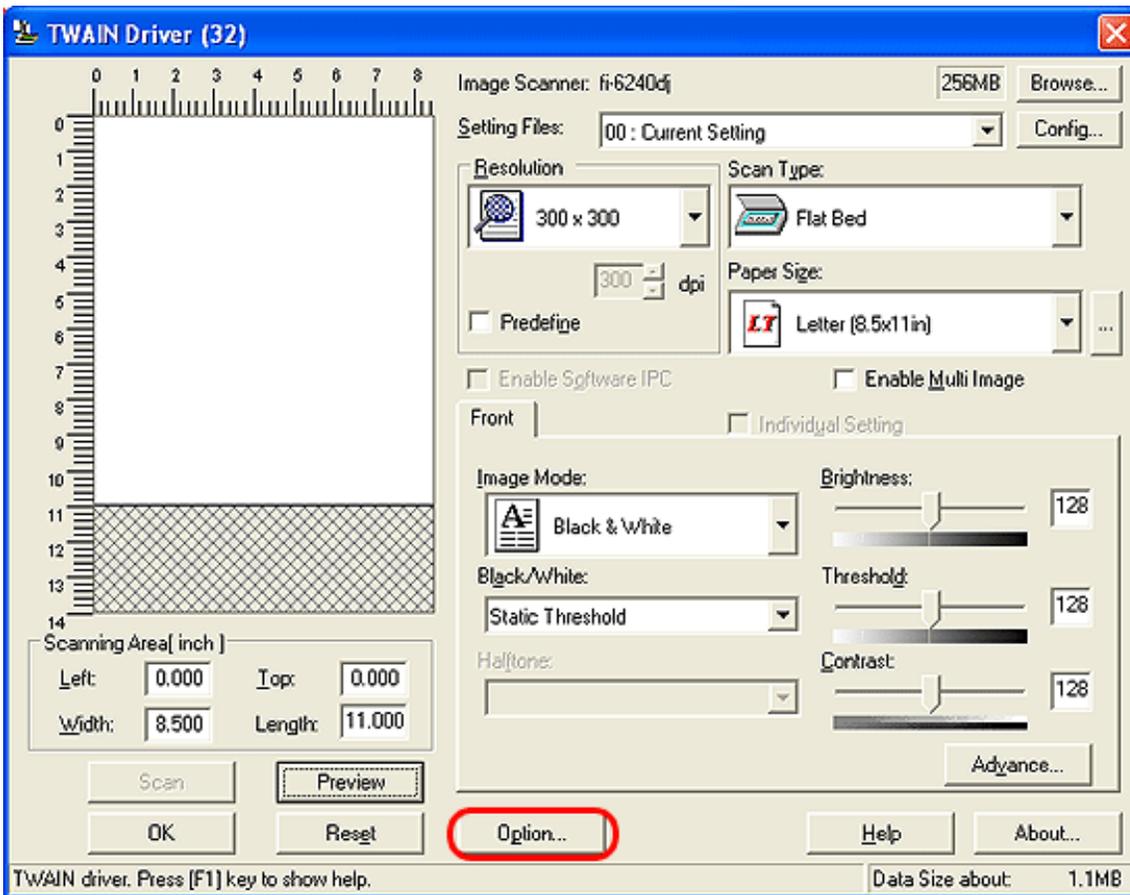


The following shows the procedure to change settings in the setup dialog box of the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

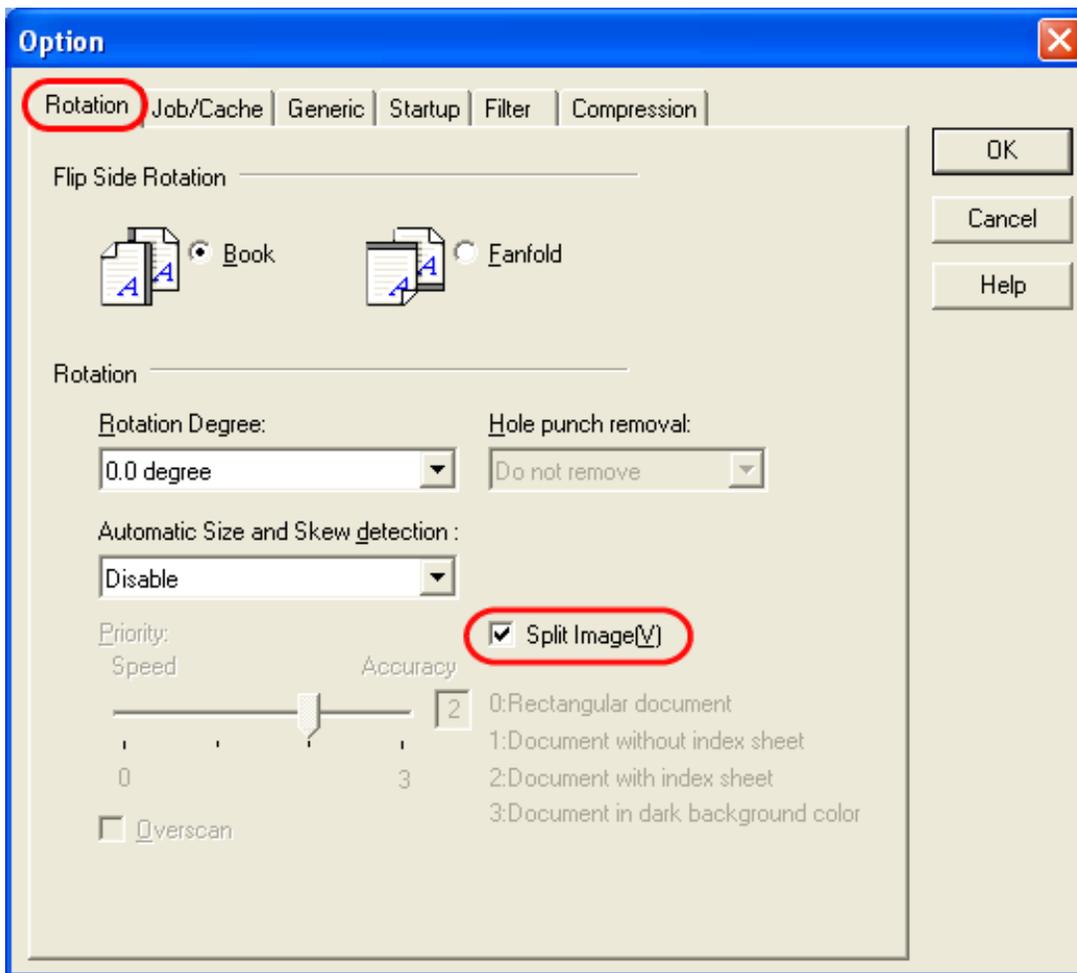
For information about how to display the setup dialog box of the scanner driver, see Section "[2.6 How to Use ScandAll PRO.](#)"

2. In the [TWAIN Driver] dialog box, click the [Option] button.



→ The [Option] dialog box appears.

3. Select the [Rotation] tab.
4. Mark the [Split Image] checkbox.



HINT

When a double-sided document is scanned in Duplex mode, the scanned document image is output according to the [Flip Side Rotation] setting in the order presented below:

- Book: Upper half → Lower half
- Fanfold: Lower half → Upper half



ATTENTION

If one of the following settings is set, this function is not available.

- Multi Image Output
- Color/Monochrome Auto Detection
- The resolution is set to 1200dpi

5. Click the [OK] button.

➔ You are returned to the [TWAIN Driver] dialog box.

6. In the [TWAIN Driver] dialog box, click the [OK] button.

 Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

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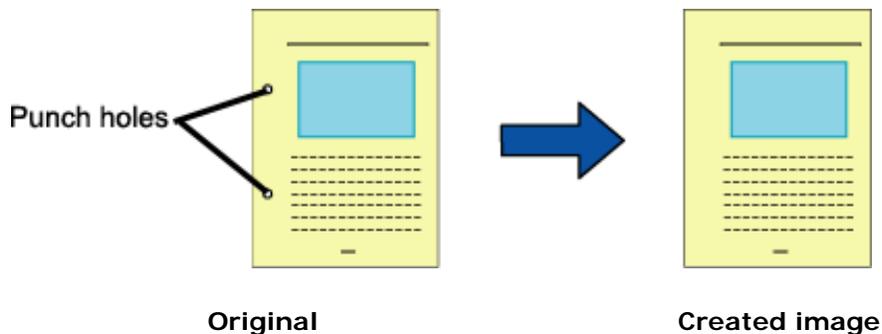
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3.14 Removing Punch Holes from Images

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You can remove (obscure) punch holes (black dots) from scanned document images when scanning punched documents. Configure the Hole Punch Removal settings using the scanner driver.

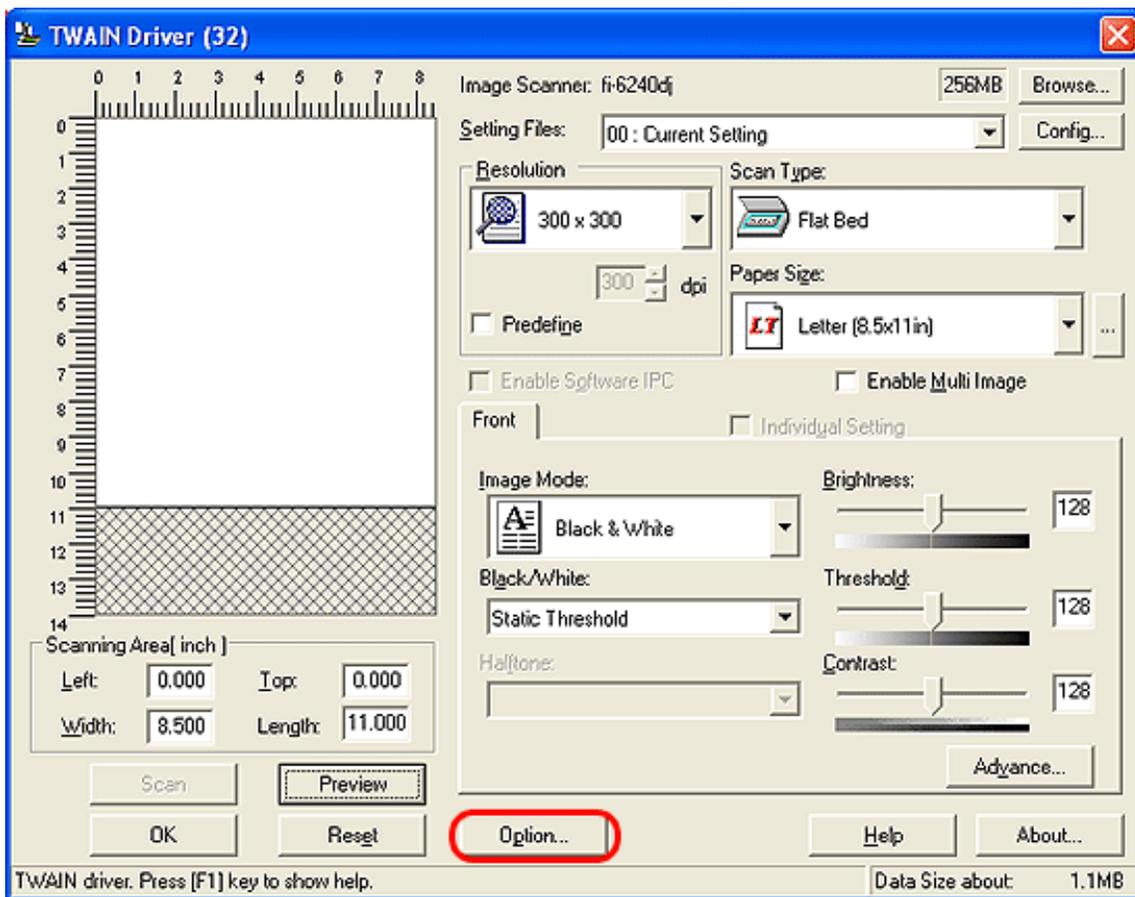


The following shows the procedure to change settings in the setup dialog box of the FUJITSU TWAIN 32 Scanner Driver.

1. From ScandAll PRO, display the setup dialog box of FUJITSU TWAIN 32.

For information about how to display the setup dialog box of the scanner driver, see Section "[2.6 How to Use ScandAll PRO.](#)"

2. In the TWAIN Driver dialog box, click the [Option] button.

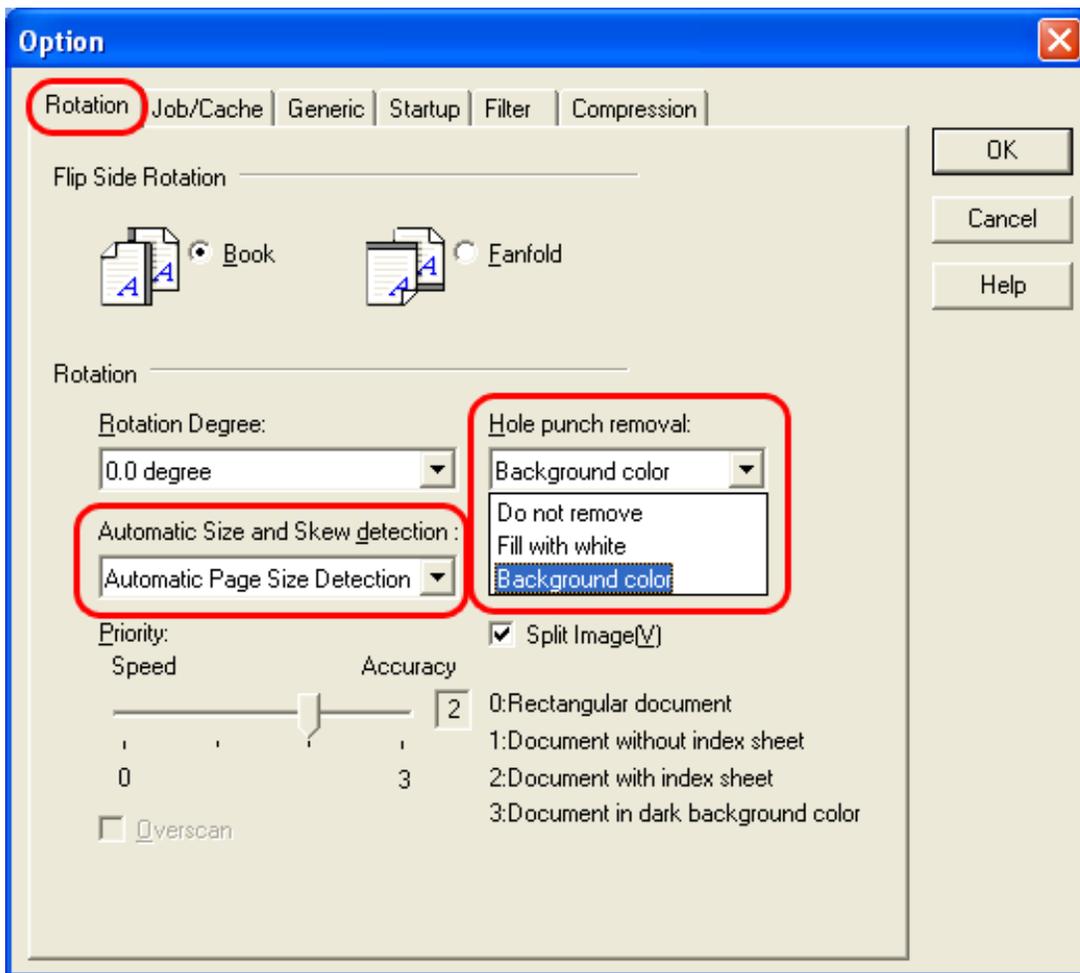


→ The [Option] dialog box appears.

3. Select the [Rotation] tab.

4. Select [Automatic Page Size Detection] or [Black Background] from the [Automatic Size and Skew detection] drop-down list.

If you select a setting other than [Automatic Page Size Detection] or [Black Background], [Hole Punch Removal] is not available.



5. Select [Fill with white] or [Background color] from the [Hole punch removal] drop-down list.

Fill with white : Punch hole marks are filled with white

Background color : Punch hole marks are filled with a color most used around the holes.

When scanning a color document, select [Background color]. If you select [Fill with white], punch holes will be filled with white.

6. Click the [OK] button.

➔ You are returned to the [TWAIN Driver] dialog box.

7. In the [TWAIN Driver] dialog box, click the [OK] button.

➔ Changes made are saved and the [TWAIN Driver] dialog box closes.

Continue scanning in ScandAll PRO.

For information about how to scan documents, see Section "[2.6 How to Use ScandAll PRO.](#)"

Punch hole marks cannot be removed when:

- Hole marks are not aligned along with the edge of the document.
- Hole mark sizes vary or hole marks appear at various intervals. (Punch hole marks at various intervals can be removed when [Priority] is set to 3.)
- The document is not rectangular.
- The document of dark-colored background is scanned.
- Characters or figures exist at the edge of the document, or characters or figures overlap with hole marks.
- With [Automatic Page Size Detection] enabled, the document of a size larger than the specified page size is scanned.
- With [Black Background] selected, the document of a different size from the specified page size is scanned.



HINT

Depending on the documents, characters and/or graphics may be mistakenly detected as punch holes and filled with a color, or punch holes may not be filled with a color at all. If these happen, select [Automatic Page Size Detection] and specify "3" for [Priority] to improve hole punch removal accuracy.

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3.15 Scanning by Pressing the Scan Button on the Scanner

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With ScandAll PRO, you can perform batch scan at a press of the button, by assigning a Batch Scan profile to the [Scan] or [Send to] button. For details of assigning applications to the [Scan] and [Send to] buttons, see "[Appendix 1 Before Using the \[Scan\] and \[Send to\] buttons.](#)"

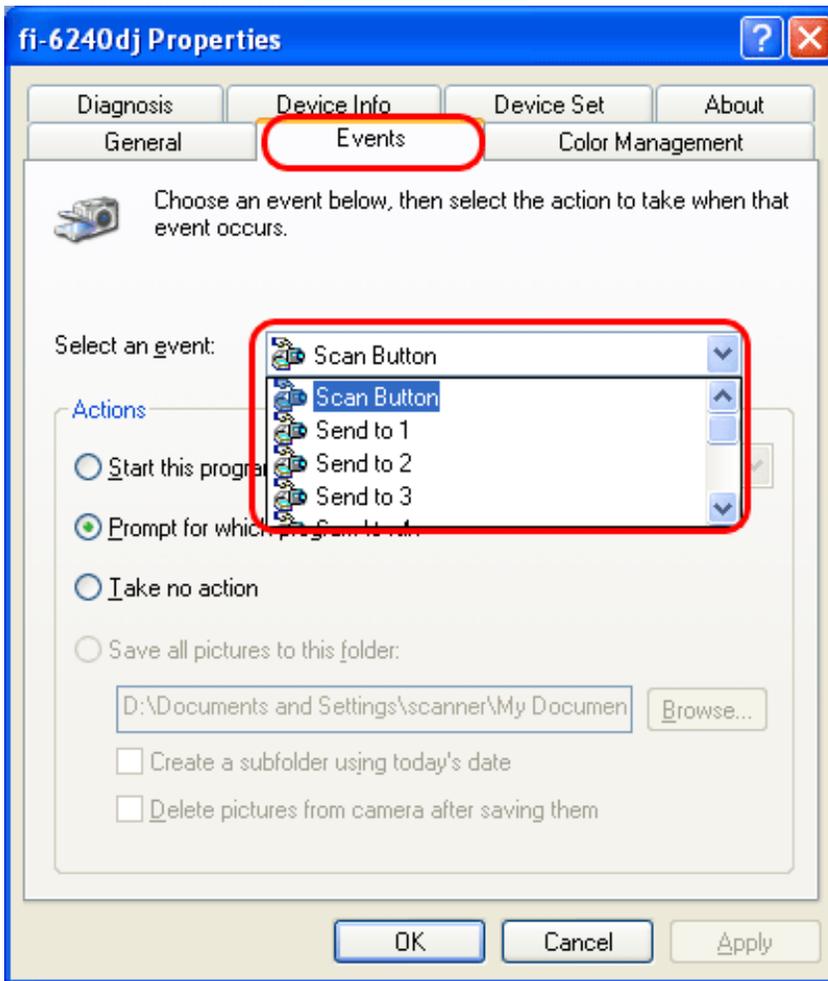
The following shows the procedure to do so.

1. **From the [Start] menu, select [Control Panel].**
2. **Select [Scanners and Cameras].**
3. **Display the [fi-6140dj Properties] or [fi-6240dj Properties] dialog box.**

In Windows XP or Windows Server 2003, right-click on the [fi-6140dj] or [fi-6240dj] icon.
 In Windows 2000 or Windows Vista, double-click on the [fi-6140dj] or [fi-6240dj] icon.

4. **Select the [Events] tab.**
5. **Select a button to use for an event.**

In Windows XP, from the [Select an event] drop-down list, select an event to launch the application.

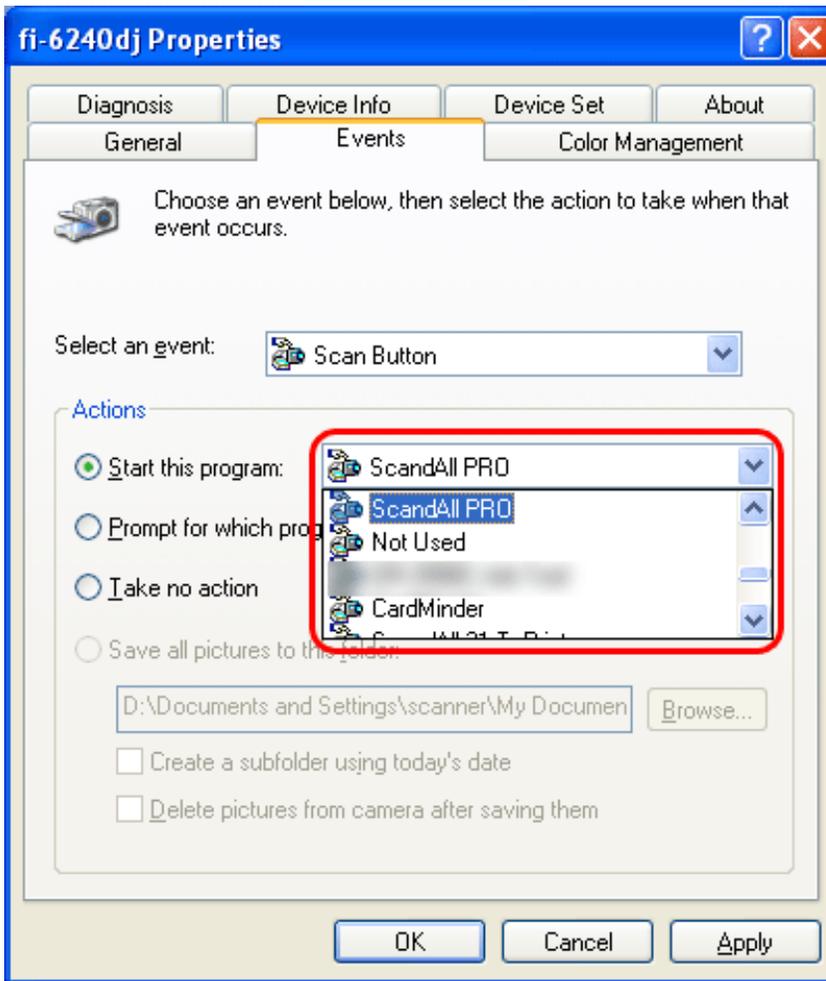


The following events can be selected:

- Scan Button (Press the [Scan] button)
- Send to 1 to 9 (With a number from 1 to 9 displayed on the Function Number Display, press the [Send to] button)

6. Select [ScandAll PRO] as the application to launch when an event occurs.

In Windows XP, select [Start this program] under [Actions], and select an application from the drop-down list on the right.



7. Click the [OK] button.



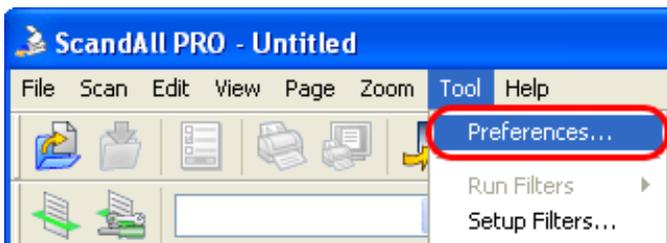
HINT

To link another button, perform steps 3 to 7 again.

8. Launch ScandAll PRO.

From the [Start] menu, select [All Programs]→[Fujitsu ScandAll PRO]→[Fujitsu ScandAll PRO], and then ScandAll PRO starts up.

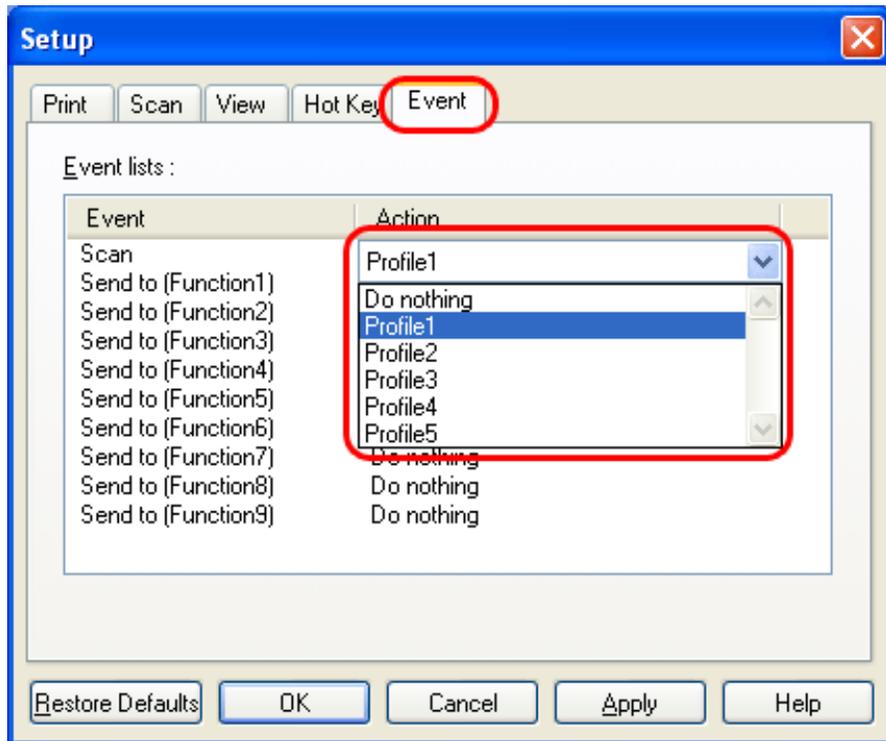
9. From the [Tool] menu, select [Preferences].



→ The [Setup] dialog box appears.

10. Select the [Event] tab.

11. Click the action of the Event you selected in [step 5](#), and then select a profile from the list you want to use for scanning.



HINT

You have to create profiles beforehand.
For information about how to create profiles, refer to "[Batch Scan](#)" in Section "[2.6 How to Use ScandAll PRO](#)."

12. Click the [OK] button.

13. Exit ScandAll PRO.



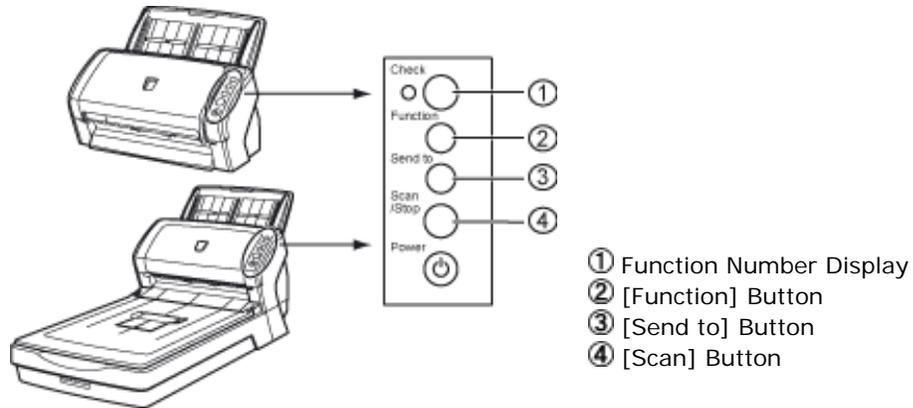
When you press the linked button, ScandAll PRO starts up, and batch scan is executed according to the selected profile's settings.



HINT

Use the [Send to] button, following the procedure below:

1. Press the [Function] button, and change a number displayed on the Function Number Display.
2. When the displayed number and the event number you have selected in step 5 (Send to 1 - 9) matches, stop pressing the [Function] button.
3. Press the [Send to] button.



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3.16 Splitting Documents by Patch Code

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ScandAll PRO supports a job separation function with patch code sheets. The patchcode-based job separation function can divide multiple pages of scanned images into pre-determined unit and save them to different folder separately without interruption. A PDF or TIFF (multipage) file can be separated and stored as multiple files in pre-determined document unit.

The procedure is described below.

1. Prepare patch code sheets.

Two sizes (A4 and Letter) of PDF files are provided as patch code sheets. Before using the job separation function with patch code sheets, select [Start]→[All Programs]→[Fujitsu ScandAll PRO]→[Patch Code (A4)] or [Patch Code (Letter)], and then print a PDF file of either "Patch Code (A4)" or "Patch Code (Letter)" as many as you need.

Patch Code (A4) Image data of a patch code sheet with A4 size
 Patch Code (Letter) Image data of a patch code sheet with Letter size



ATTENTION

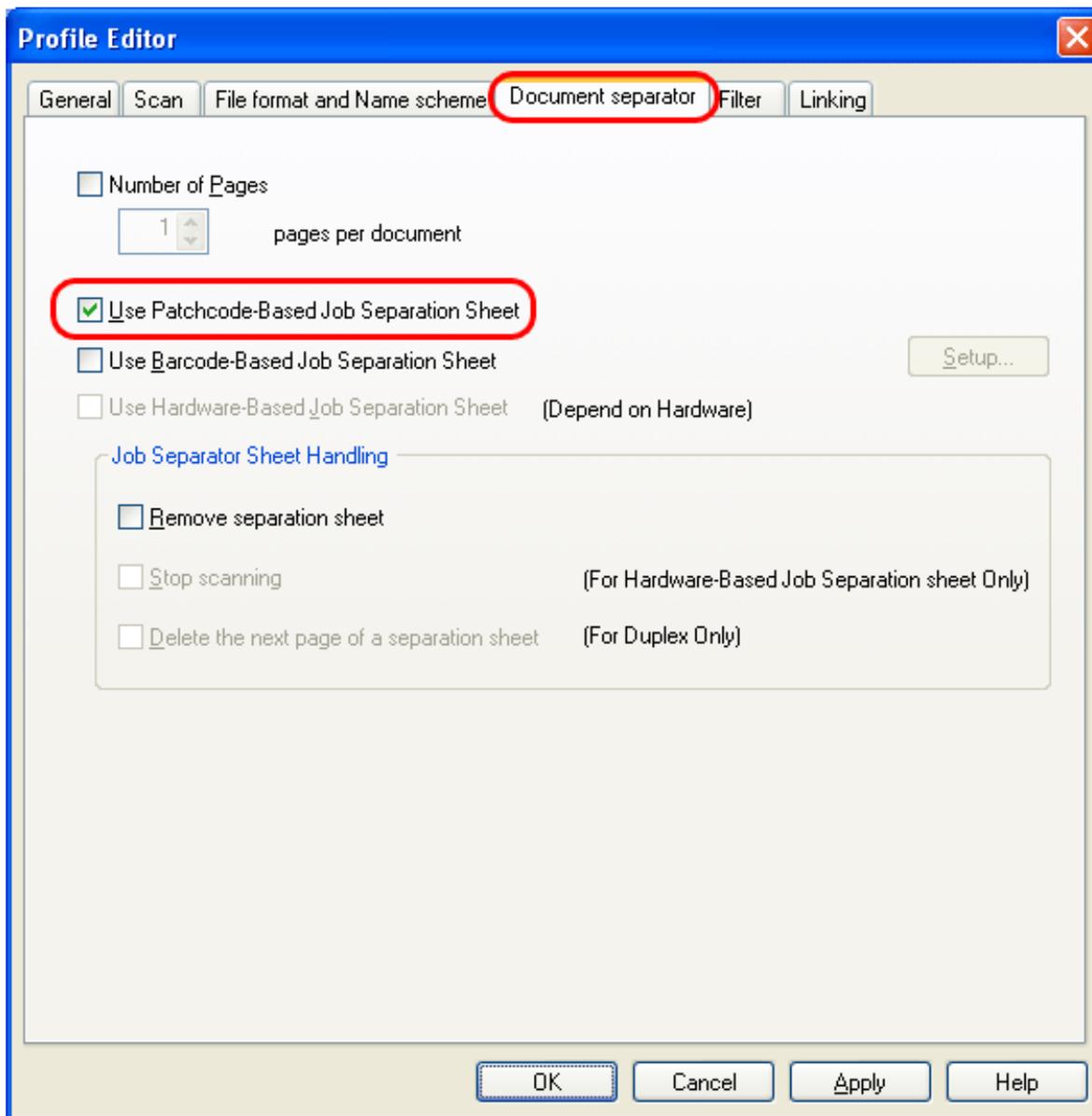
- Use white paper to print out patch code sheets.
- Do NOT change the scale of patch code sheets when printing.
- To make photocopies of the printed patch code sheet, make the same size and same density of photocopies as the original patch code sheets.
- Using the same patch code sheets repeatedly may decrease the recognition accuracy due to the dirt contaminated on the document. If the patch code sheets are not recognized correctly or get smudged, make new prints of the patch code sheets.

2. Create a new batch profile on ScandAll PRO, and open the [Profile Editor] window.

For how to create a profile, see "[Batch Scan](#)" in Section "[2.6 How to Use ScandAll PRO.](#)"

3. Click on the [Document separator] tab.

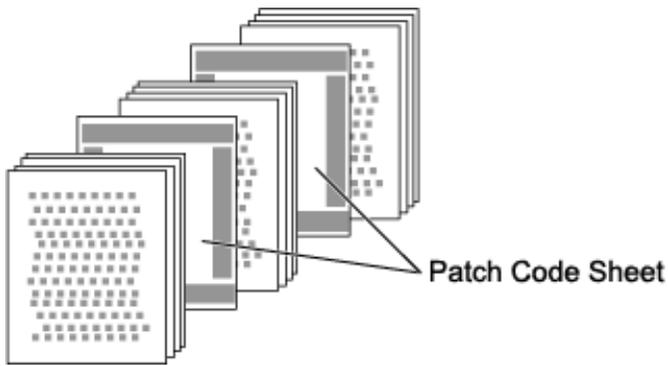
4. Mark the [Use Patchcode-Based Job Separation Sheet] checkbox.



HINT

- To suppress scanning the patch code sheet images, check the [Remove separation sheet] checkbox.
- In duplex scan mode, you can disable scanning of the rear side of the patch code sheet by selecting the [Delete the next page of a separation sheet] checkbox.

5. Insert patch code sheets to wherever you want the file/folder to separate.



6. Specify the created batch profile, and then perform the batch scan.

For how to perform the batch scan, see "[Batch Scan](#)" in Section "[2.6 How to Use ScandAll PRO.](#)"



HINT

When storing each of the scanned documents, which are separated with patch-code sheets, in separate folders, change the settings in the [Name Rule] dialog box opened by clicking the [Name Rule] button on the [File format and Name scheme] tab in the [Profile Editor] dialog box.

Mark the [Create Directories Separately] checkbox in the [Name Rule] dialog box.

Name Rule
✕

File Name :

Document separator

Use document counter
 Update initial values automatically

Start with :
Minimum number of digits :

Use Barcode Characters

Create Directories Separately

Prefix

Date
 Time

Date/Time Separator :

Page Counter

Separator :

Start with :
 Update initial values automatically

Minimum number of digits :

Suffix

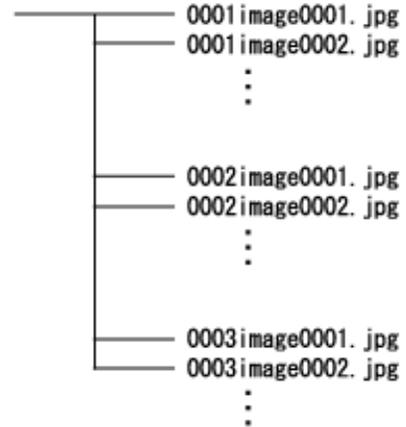
The created folder is named with the title of the document counter and is used to store the scanned data.

Example of storing data in folders:

When marking the [Create Directories Separately] checkbox



When unmarking the [Create Directories Separately] checkbox



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3.17 Scanning Using Barcodes

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ScandAll PRO supports a job separation function with barcode-printed sheets (hereinafter referred to as the "barcode"). The barcode-based job separation function can divide multiple pages of scanned images into pre-determined unit and save them to different folders separately without interruption. A PDF or TIFF (multipage) file can be separated and stored as multiple files in pre-determined document unit. Not only the document counter, but the barcode recognition result strings can be used for the folder names.

ScandAll PRO is capable of detecting the following types of barcodes:

Code	Character set	Digit number
UPC/EAN/JAN	Numbers	UPC: 12 (UPC-A only; includes check digit) EAN, JAN: 8 or 13 (includes check digit)
CODE39	Numbers/Alphabets/7 symbols	1 to 32 (excludes start/stop codes)
CODABAR	4 start/stop character numbers, 10 alphabets and symbols	1 to 32 (excludes start/stop codes)
CODE128	Full ASCII	1 to 32 (excludes check characters)

The following lists the barcode detection conditions:

Item	Condition
Barcode height	10 mm to 30 mm
Barcode length	300 mm or less
Barcode margins	5 mm or more on each side of barcode
Barcode base color	White (This may not be recognized correctly depending on the hue of white color of the paper scanned.)
Resolution	200 dpi to 600 dpi
Barcode angle	Horizontal, and vertical



ATTENTION

- Scanning documents having barcode types not defined for this function could separate the image data wrongly. This may even delete some of the scanned images depending on how the scan settings are made. Check the document carefully in advance to see if it has extra barcodes outside the barcode-scanning area. It is recommended that you reduce the number of barcode types to sense and narrow the barcode area to detect.
- Using the same patch code sheets repeatedly may decrease the recognition accuracy due to the dirt contaminated on the document. If the patch code sheets are not recognized correctly or get smudged, make new prints of the patch code sheets.
- Any control characters and any unusable characters such as \, ;, : *? "<>| in a file name are replaced with "_" (underbar).
- The barcode may not be recognized correctly depending on the document (skewed), driver setting and/or printed conditions of barcodes. Operate after ensuring the barcode is correctly recognized.

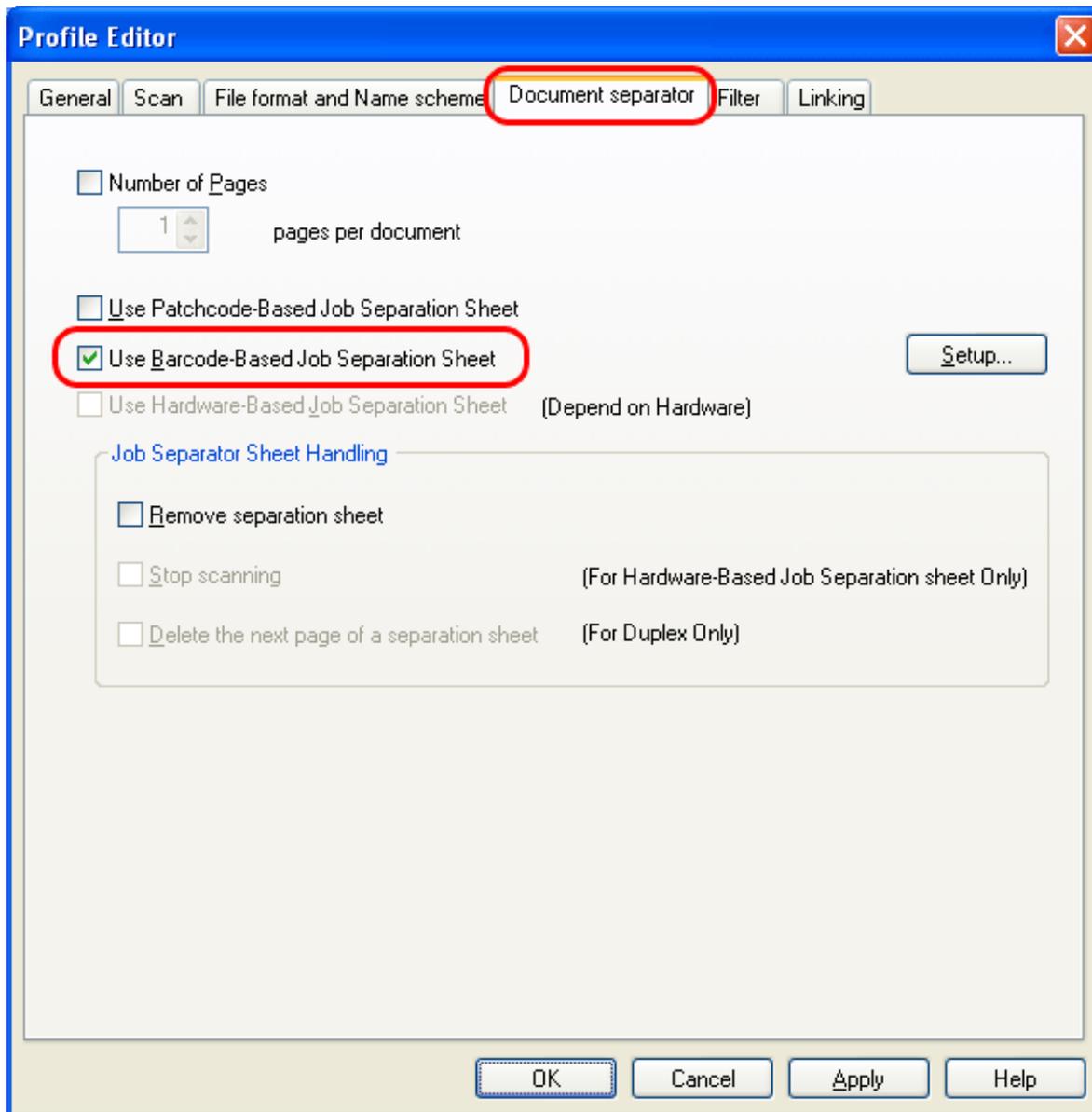
The procedure is described below.

1. Create a new batch profile on ScandAll PRO, and open the [Profile Editor] window.

For how to create a profile, see "[Batch Scan](#)" in Section "[2.6 How to Use ScandAll PRO.](#)"

2. Click on the [Document separator] tab.

3. Mark the [Use Barcode-Based Job Separation Sheet] checkbox.





HINT

- To suppress scanning the patch code sheet images, check the [Remove separation sheet] checkbox.
- In duplex scan mode, you can disable scanning of the rear side of the patch code sheet by selecting the [Delete the next page of a separation sheet] checkbox.

4. Click the [Setup] button.

→ The [Barcode Setting] dialog box appears.



ATTENTION

- If scanning performance deteriorates when barcode is used, reduce the detected barcode types or narrow the barcode area to improve the scanning performance.
- If there are multiple barcodes in the barcode detecting area, the one recognized first will be enabled.

Barcode Setting

Type of barcode to detect

- UPC / EAN / JAN
- CODE39
- CODE128
- Codabar

Barcode Detecting Area

Enable the area to detect barcode

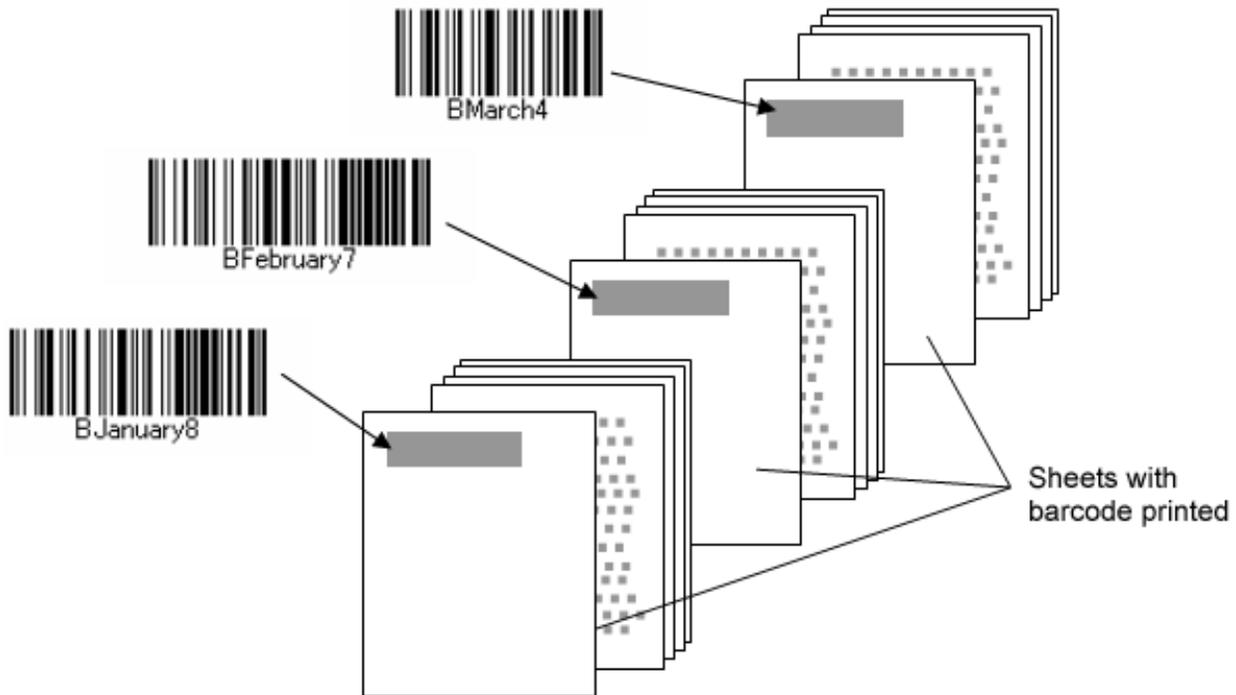
Unit:

Up: Down:

Left: Right:

OK Cancel Help

5. Insert the barcode-printed sheets to wherever you want the file/folder to separate.



6. Specify the created batch profile, and then perform the batch scan.

For how to perform the batch scan, see "[Batch Scan](#)" in Section "[2.6 How to Use ScandAll PRO.](#)"



HINT

When storing each of the scanned documents separated with barcode-printed sheets in separate folders, and naming the folders with barcode recognition result strings, change the settings in the [Name Rule] dialog box opened by clicking the [Name Rule] button on the [File format and Name scheme] tab. Select the [Use Barcode Characters] radio button, and mark the [Create Directories Separately] checkbox in the [Name Rule] dialog box.

Name Rule ✕

File Name :

Document separator

Use document counter

Start with : Update initial values automatically

Minimum number of digits :

Use Barcode Characters

Create Directories Separately

Prefix

Date Time

Date/Time Separator :

Page Counter

Separator :

Start with : Update initial values automatically

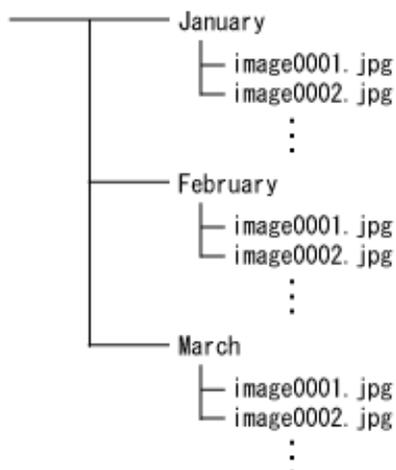
Minimum number of digits :

Suffix

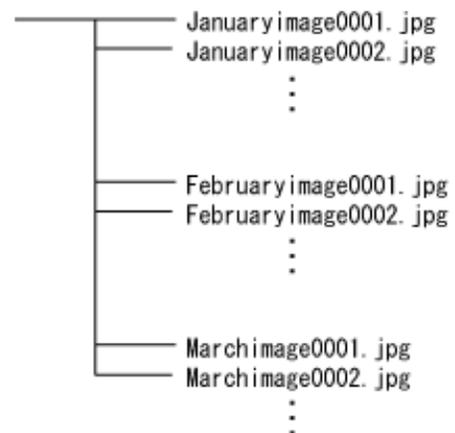
The created folder is named with the barcode recognition character string and is used to store the scanned data.

Example of storing data in folders:

When marking the [Create Directories Separately] checkbox



When unmarking the [Create Directories Separately] checkbox





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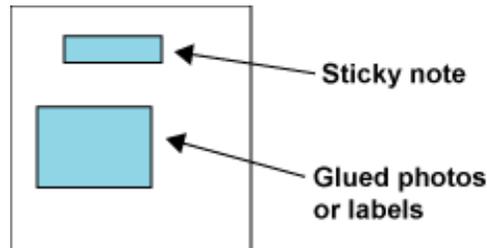
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3.18 Not Detecting Multifeed for Fixed Format

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When sheets with glued photographs or sticky notes are scanned, the scanner can accidentally detect a multifeed error, and scanning is interrupted. This section explains "Intelligent Multifeed Function", or a resolution function that eliminates such a problem (hereinafter referred to as "this function").

This function has one manual mode and two automatic modes as follows:



Intelligent Multifeed Function

There are three modes; select one according to your needs. Select a mode by using the Software Operation Panel.

Item in Software Operation Panel	Method to bypass Multifeed	Applicable case	Comments
Manual mode (Bypass by front panel button)	When a Multifeed error occurs, press [Send to] to eject sheet in the scanner's transport path. Examine the last sheet scanned. If no paper is glued on the ejected sheet, return the sheet to the Hopper and press the [Scan] button. If glued paper is present on the ejected sheet, return the sheet to the Hopper, press the [Function] button once (Slow Blink rate of the function number display will change to Fast Blink rate) and press the [Scan] button. The scanner will not check for a Multifeed error on the first sheet being scanned. The following sheets are checked for Multifeed errors with the already-existing	Use this mode when you want to continue scanning, while checking for glued paper every time a multifeed error is detected.	Pages scanned before errors are sent to memory. Extraneous images may be generated during a Multifeed error.

	Multifeed settings in the Software Operation Panel or driver. (Default)		
Automode 1 (Bypass by combination of length and position)	<p>When a Multifeed error occurs, press [Send to] to eject sheet in the scanner's transport path. Examine the last sheet scanned.</p> <p>If no paper is glued on the ejected sheet, return the sheet to the Hopper and press the [Scan] button.</p> <p>If glued paper is present on the ejected sheet, return the sheet to the Hopper, press the [Function] button once (Slow Blink rate of the function number display will change to Fast Blink rate) and press the [Scan] button. The scanner will record the length and position of the glued paper that caused the error.</p> <p>The following sheets are checked for Multifeed errors and then the scanner bypasses Multifeed, if the scanned overlap pattern is same as already recorded pattern(s).</p>	<p>Use this mode when you scan many sheets in a fixed format; for example, when every sheet has the same size glued paper at the same location.</p>	<p>Pages scanned before errors are sent to memory.</p> <p>Extraneous images may be generated during a Multifeed error.</p>
Automode 2 (Bypass by length)	<p>When a Multifeed error occurs, press [Send to] to eject paper in the scanner's transport path. Examine the last sheet scanned.</p> <p>If no paper is glued on the ejected sheet, return the sheet to the Hopper and press the [Scan] button.</p> <p>If glued paper is present on the ejected sheet, return the sheet to the Hopper, press the [Function] button once (Slow Blink rate of the function number display will change to Fast Blink rate) and press the [Scan] button. The scanner will record the length of the glued paper that caused the error.</p> <p>The following sheets</p>	<p>Use this mode when you scan multiple sheets, each having different-size glued paper at a different location.</p>	<p>Pages scanned before errors are sent to memory.</p> <p>Extraneous images may be generated during a Multifeed error.</p>

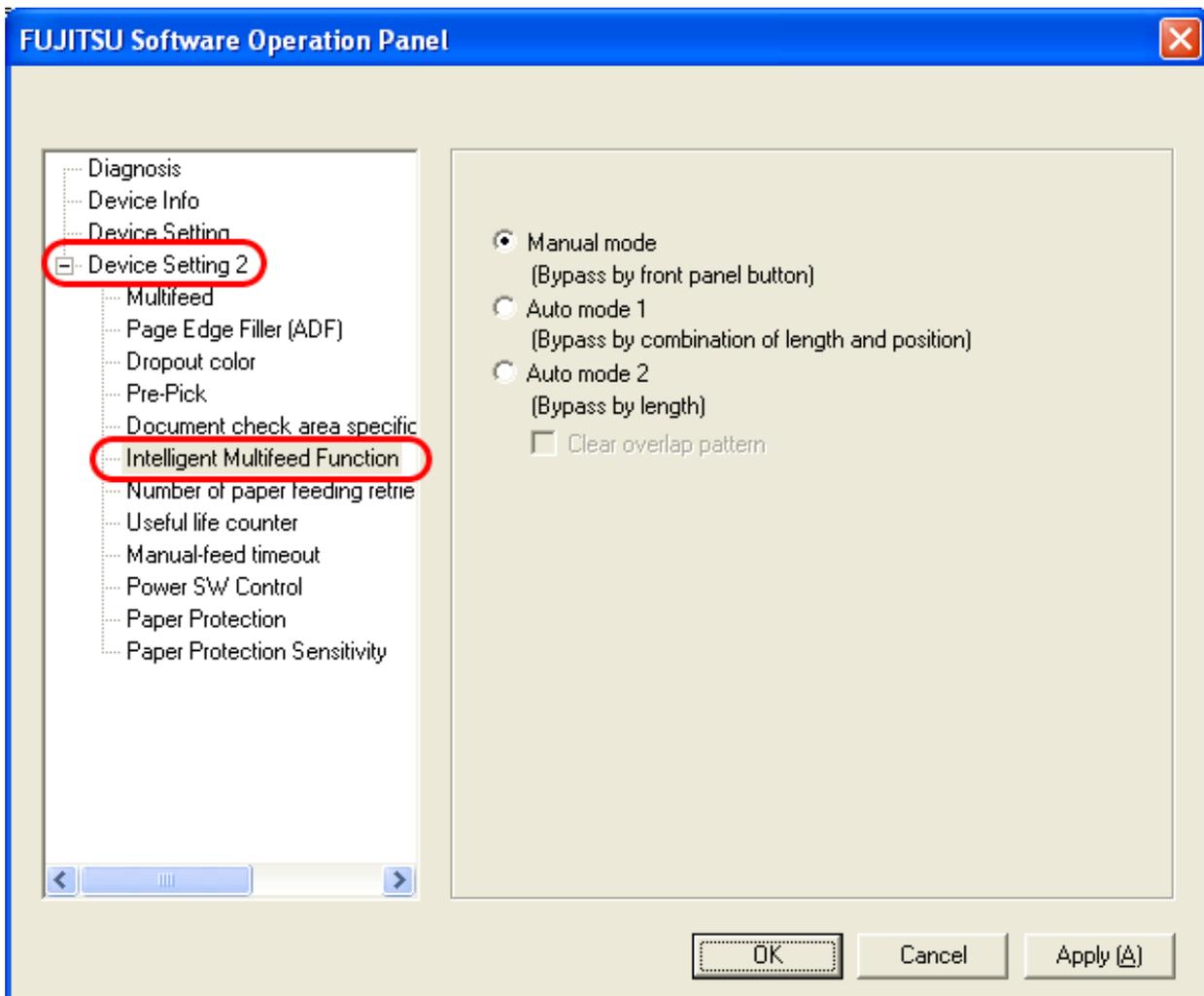
are checked for Multifeed errors and then the scanner bypasses Multifeed, if the scanned overlap pattern is the same or shorter than the already recorded pattern.

How to Configure Settings with Software Operation Panel

1. Open the Software Operation Panel.

For details, see Section "8.1 Scan Settings."

2. Select the [Device Setting 2] tab from the list on the left of the panel, and then select [Intelligent Multifeed Function].



3. Using this tab, do the following:

- Intelligent Multifeed Function
Select one of three modes described above.
- Clear overlap pattern
If this checkbox is marked, the remembered length and location of glued paper (overlap pattern) are deleted from memory. The overlap pattern is also deleted from memory if you change the Intelligent Multifeed Function mode.

Before Using This Function

Configure the following settings before using this function:

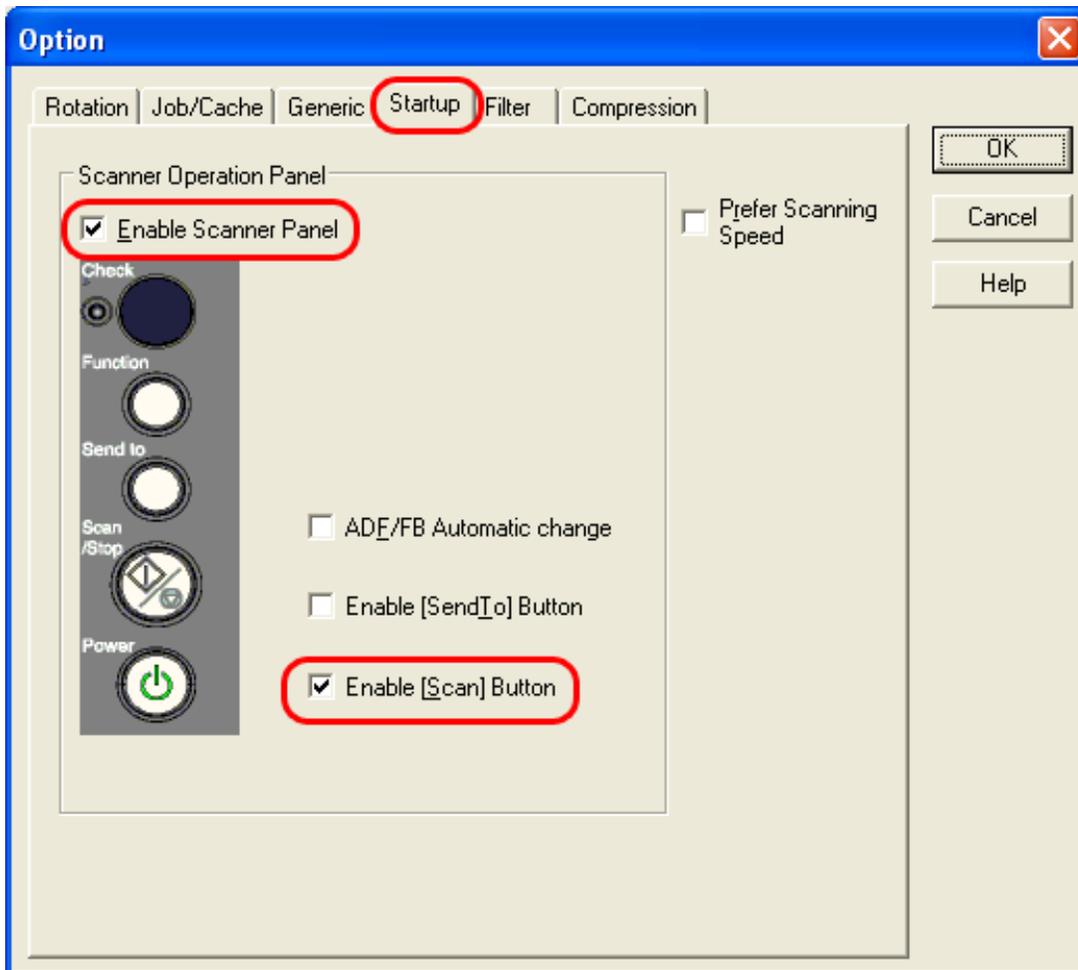
1. **When the TWAIN driver is used; select [Use Memory on Scanner] or [Use both Memory] as [Cache Mode] on the [Job/Cache] tab of the [Option] dialog box.**

Without this step, you cannot continue scanning after a multifeed error.

2. **When the ISIS or the TWAIN driver is used; if you want to start scanning by using the [Scan] button after a multifeed error, configure the driver settings as described below.**

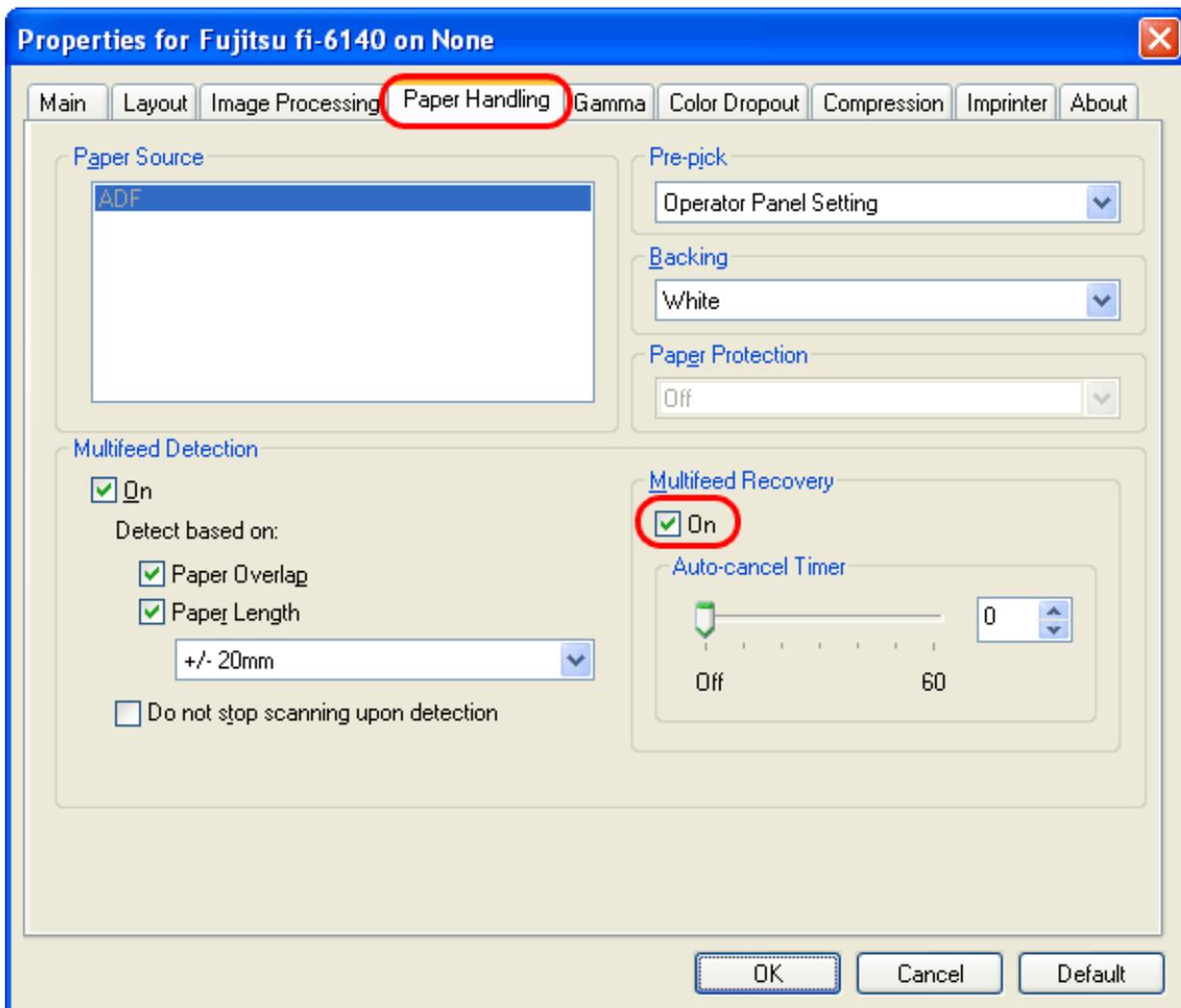
[TWAIN driver]

Mark the [Enable Scanner Panel] and [Enable [Scan] Button] checkboxes on the [Startup] tab of the [Option] dialog box.



[ISIS driver]

Mark the [On] checkbox under [Multifeed Recovery] and set [Auto-cancel Timer] to 0 or any value (minutes) on the [Paper Handling] tab of the [Properties for Fujitsu fi-6140...] dialog box.



Auto-cancel Timer:

Scanning is not restarted for the set period of time (minutes) after a multifeed error. If scanning is not started after the set minutes, the application is notified of the error by the driver. Note that if the Auto-cancel Timer is set to 0, the application will never be notified of the error.

3. In the Software Operation Panel or driver dialog box, select [Check Overlapping] or [Check Overlapping and length difference]. In addition, specify an area in which a multifeed error is detected, under [Document check area specification] (Preferences) in the Software Operation Panel dialog box.

The Intelligent Multifeed Function bypasses multifeed errors within the specified area.

4. Select [Intelligent Multifeed Setting] in the Software Operation Panel, and then select one of the three modes described above.

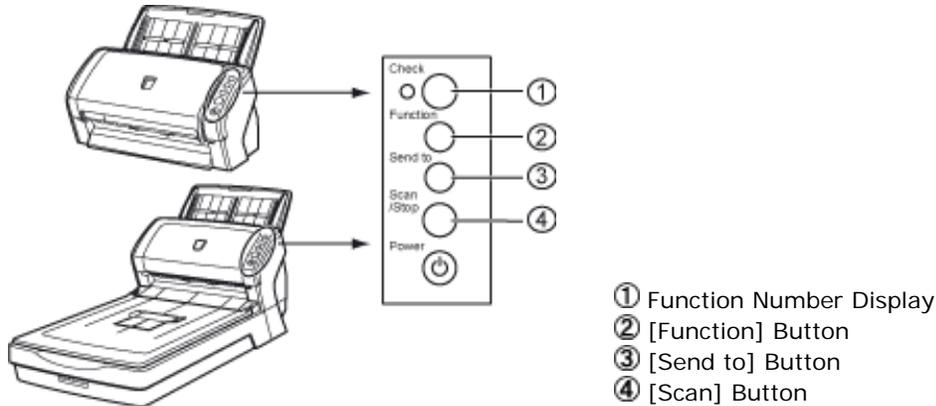
■ Descriptions

1. After a multifeed error, press the [Send to] button to eject sheets from the transport path, or open the cover and remove sheets from the transport path. Return the ejected or removed sheets onto the ADF paper chute. When the sheets are removed, the function number displayed changes as follows:



If no paper is glued on a sheet but a multifeed error is detected, press the [Scan] button or restart scanning by using the personal computer (in this case, do not press the [Function] button).

If glued paper is present on a removed/ejected sheet, and you think it caused a multifeed error, go to step2.



2. When using this function, press the [Function] button, and then make sure that the function number blinks at shorter intervals before you press the [Scan] button or restart scanning by using the personal computer.

From then on, the blinking speed of the function number is increased or decreased (switches between "fast" and "slow") every time the [Function] button is pressed. When sheets are scanned while the function number blinks at shorter intervals, the scanner operates according to the mode selected as follows:

- **Manual mode (Bypass by front panel button)**
The first sheet is scanned without a multifeed error being detected. When the second and later sheets are scanned, multifeed errors are detected based on the settings that have been configured in the Software Operation Panel or driver dialog box.
- **Auto mode1 (Bypass by combination of length and position)**
The scanner remembers the length and location of glued paper (overlap pattern) that caused a multifeed error and continues scanning. When glued paper of a similar pattern is detected, the scanner automatically ignores it to avoid multifeed error detection. (Note 1)(Note 2)
- **Auto mode2 (Bypass by length)**
The scanner remembers the length of the glued paper that caused a multifeed error and continues scanning. When glued paper of the same or shorter length is scanned, the scanner automatically ignores it to avoid multifeed error detection. (Note 2)

Note 1: In this mode, up to 32 overlap patterns can be remembered (stored in memory). When the 33rd overlap pattern is detected, the first-remembered pattern is deleted from memory.

Note 2: The remembered overlap patterns can be deleted from memory by pressing the [Function] button for 2 seconds or longer while the function number is blinking. After all overlap patterns are deleted, the display indicates "o". By doing so, you can delete all 32 overlap patterns. Be care-ful not to delete necessary overlap patterns, too.

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Chapter 4 DAILY CARE

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This chapter describes how to clean the scanner.



WARNING



When operating the scanner, the ADF's glass becomes very hot.
Before you clean inside the scanner, turn off its power and unplug the AC adapter from the outlet. Wait for at least 15 minutes.
Do not turn off the scanner when you clean the Feed and Eject rollers.





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4.1 Cleaning Materials and Locations Requiring Cleaning

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■ Cleaning Materials

The table below shows the cleaning materials that are used on this scanner.

Cleaning Materials	Part No.	Remarks
Cleaner F1 (or isopropyl alcohol) 	PA03950-0352	1 bottle (100 ml) Moisten cloth with this fluid and wipe the scanner clean. (*1)
Cleaning wipe	PA03950-0419	24 sheets per pack (*1)(*2)
Soft, dry cloth	Commercially available.	

*1: For details on Cleaner F1, consult the agent where you bought your scanner or an authorized FUJITSU service provider.

*2: Pre-moistened with Cleaner F1, Cleaning Wipes are used instead of moistened cloths.



HINT

It may take long before the cleaner vaporizes if a large quantity is used. When cleaning the scanner parts, dampen a cloth with modest quantities of the cleaner. In addition, wipe off the cleaner completely with a soft lint-free cloth to leave no residue on the surface of the cleaned parts.

■ Locations and Cycle for Cleaning

Location	Standard Cleaning Cycle
Brake roller	Clean every 5,000 scanned sheets.
Pick roller	
Feed roller	
Plastic roller	
Eject roller	
Glass	
Ultrasonic sensor	

**ATTENTION**

The scanner must be cleaned more frequently when the following documents are used:

- Documents of coated paper
- Documents with printed text or graphics almost covering the entire surface
- Chemically treated documents such as carbonless paper
- Documents containing a large amount of calcium carbonate
- Documents written by pencil
- Documents on which the toner is not fused sufficiently

Detergent for cleaning windows or glass cleaner can be used instead of Cleaner F1. However, do not use paint thinner or other organic solvents.



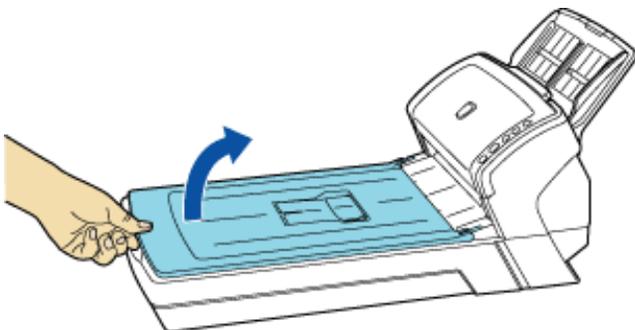
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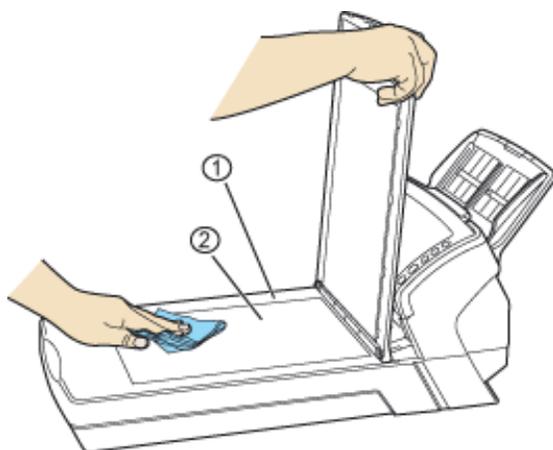
4.2 Cleaning the Flatbed [fi-6240 only]

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1. Open the document cover.



2. Clean the following locations using a soft cloth moistened with Cleaner F1.



- ① Plastic cover
- ② Document bed



ATTENTION

Do not allow moisture to get inside the device during cleaning.

3. Wait for cleaned parts to dry.
4. Gently close the document cover.



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4.3 Cleaning the ADF

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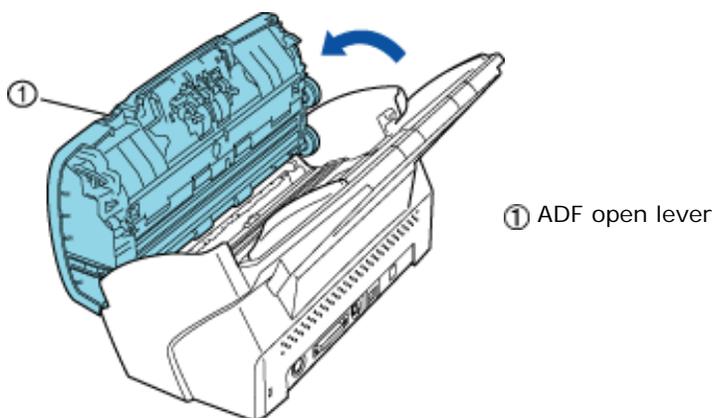
As a Guideline, clean the ADF every 5,000 scanned sheets. Note that this guideline varies according to the type of documents you scan. For example, it may be necessary to clean the ADF more frequently if documents are scanned when the toner is not sufficiently fixed on the printout.



CAUTION

The glass surface of the ADF becomes hot during the operation of the scanner. Before you start to clean the inner parts of the scanner, disconnect the AC adapter from the power outlet, and wait at least 15 minutes to let the glass cool down.

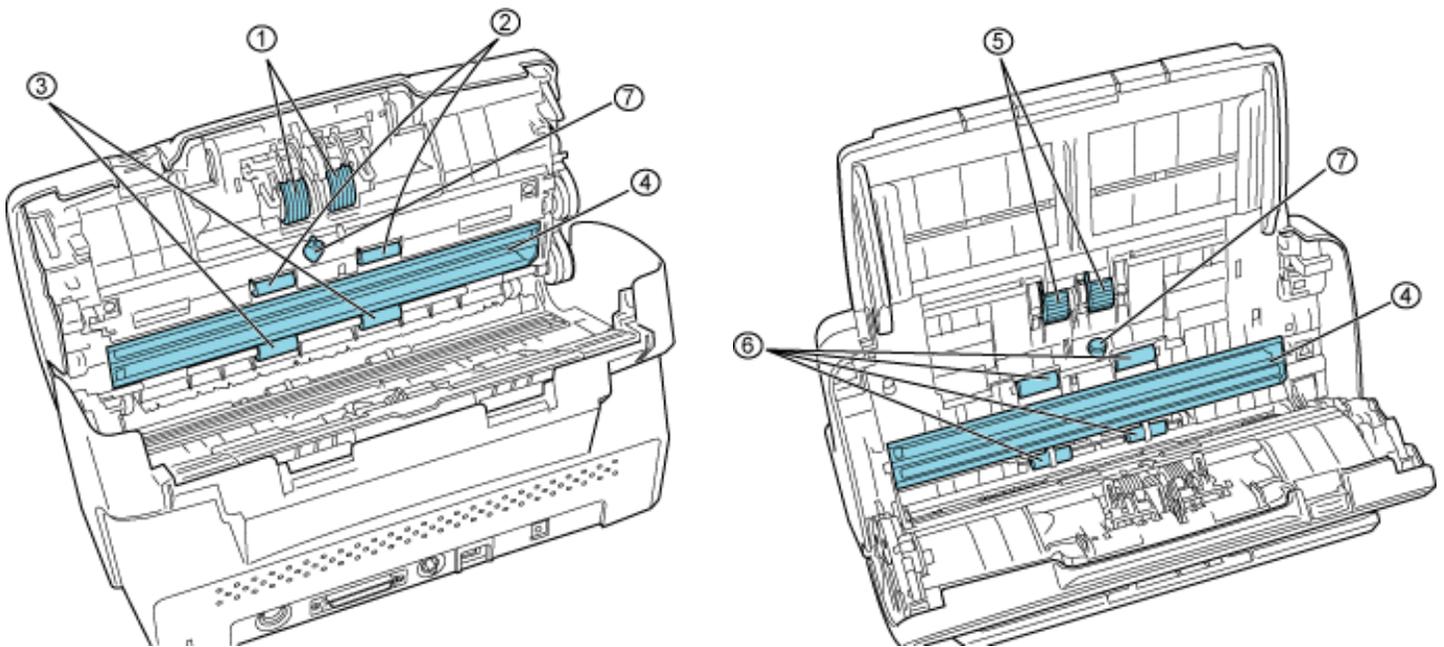
1. Open the ADF by pushing on the ADF open lever and turning the ADF to the front.



CAUTION

Be careful, the ADF may close and pinch your finger.

2. Clean the following locations with a soft, dry cloth moistened with Cleaner F1.

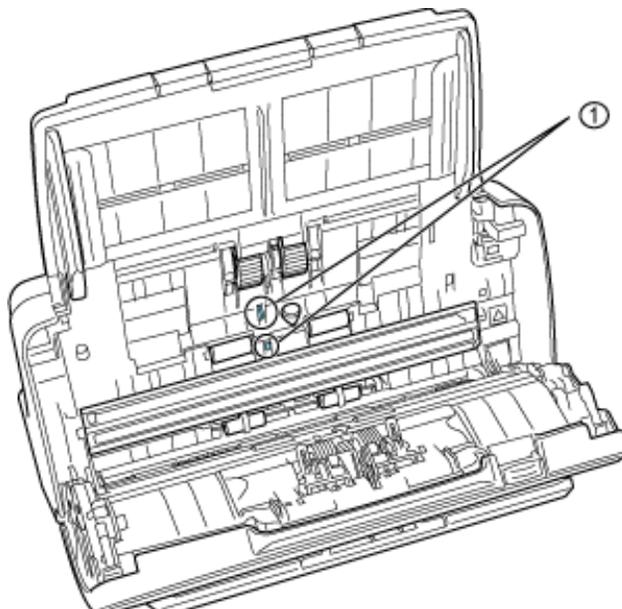


No.	Item
1	Brake rollers (x 2)
2	Feed rollers (x 2)
3	Eject rollers (x 2)
4	Glasses (x 2)
5	Pick rollers (x 2)
6	Plastic rollers (x 4)
7	Ultrasonic sensors (x 2)



ATTENTION

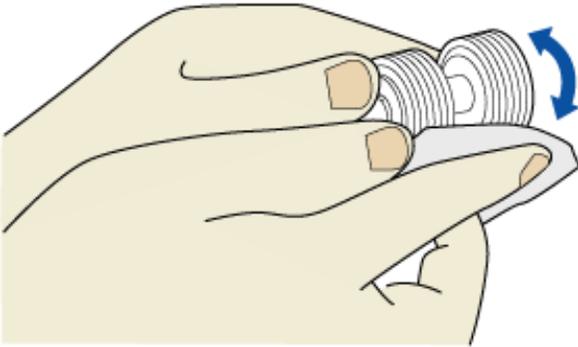
To avoid damaging the document sensors, take care that the cloth does not get hooked into them when cleaning the inside of the ADF.



① Document sensor

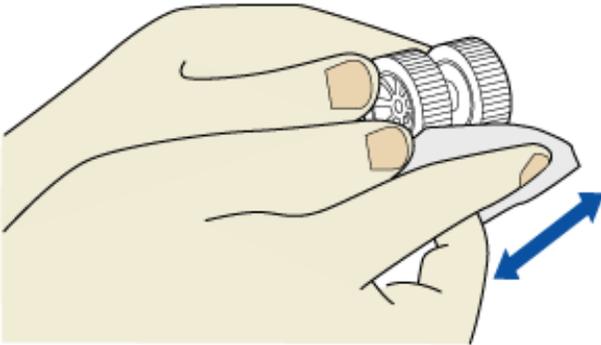
Brake roller

Lightly clean the Brake roller along the grooves on the roller taking care not to scratch the roller surface. When cleaning the Brake roller, remove it from the scanner. For how to remove the Brake Roller, see Section "[5.3 Replacing the Brake Rollers.](#)"



Pick roller

Lightly clean the Pick roller along the grooves on the roller taking care not to scratch the roller surface. Take particular care in cleaning this roller as black debris on it adversely affects the pickup performance.



Plastic roller

Lightly clean the Plastic roller taking care not to damage the roller surface. Take particular care when cleaning this roller as black debris on it affects document pick performance. Be careful not to damage the sponges attached around the middle of the roller.

Glass

Clean lightly.



HINT

If the glass is dirty, vertical streaks may appear in the scanned images.

Ultrasonic sensor

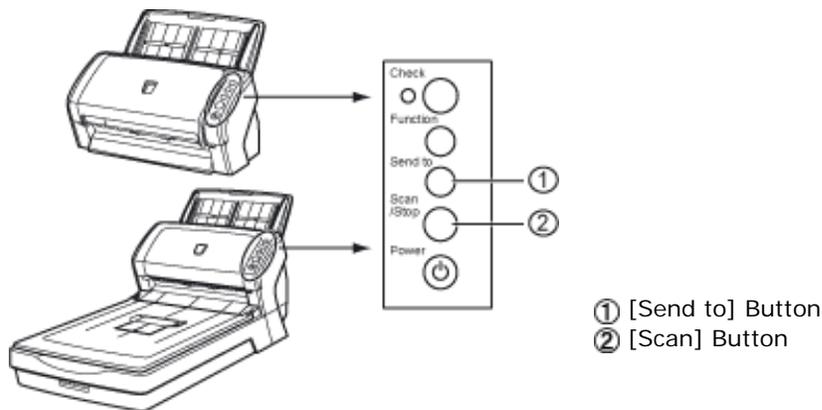
Clean lightly with a dry cloth.

With the movie below, review the procedure to clean the Brake roller, Pick roller, Plastic roller, and ADF glass surfaces:



Feed roller/Eject roller

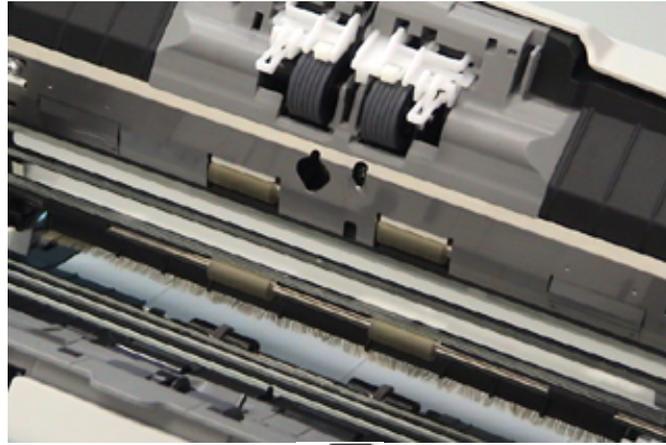
- 1) Open the ADF when the indication of the Function Number display is not "P" or "0".
If you open the ADF when the indication of the Function Number display is "P" or "0", the Feed rollers/Eject rollers will not rotate even you perform the operation of step 2 below.
- 2) Simultaneously hold down the [Send to] and [Scan] buttons on the Operator Panel.
The Feed rollers/Eject rollers start to rotate slowly.
- 3) Hold a soft cloth moistened with cleaning fluid against the surface of the rotating Feed rollers so that it lightly cleans the surface of the rollers. Take particular care when cleaning these rollers as black debris on these rollers affects pickup performance. As a guideline, seven presses of the [Send to] and [Scan] buttons make the Feed rollers/Eject rollers to rotate one full turn.



CAUTION

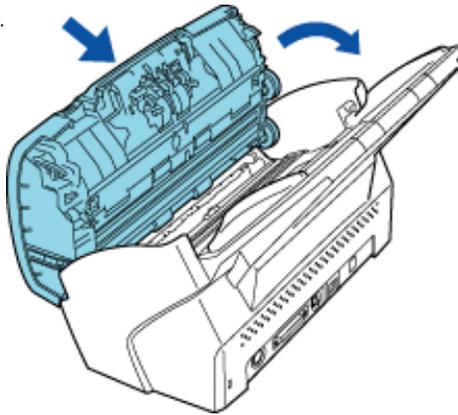
In step 2, all the Feed rollers/Eject rollers turn at the same time. When cleaning the Feed rollers or Eject rollers, be careful not to touch the other rotating Feed rollers/Eject rollers.

With the movie below, review the procedure to clean the Feed rollers/Eject rollers:



3. Press down on the center of the ADF to return it to its original position until the ADF button locks.

Press center of ADF.



ATTENTION

When the ADF has returned to its original position, make sure that it is completely closed. Feeding errors may occur if the ADF is not closed completely.



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Chapter 5 REPLACING CONSUMABLES

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This chapter describes how to replace scanner consumables.

In this chapter Windows XP screenshots are illustrated.

The screens and operations may differ slightly if the OS that you are using is other than Windows XP.

Also, when the FUJITSU TWAIN32 or FUJITSU ISIS scanner driver is updated the screens and operations noted in this chapter will differ slightly.

Refer to the manuals provided with the update.



WARNING



When operating the scanner, the ADF's inside glass becomes very hot.
Before you replace the consumables, turn off its power and unplug the AC adapter from the outlet. Wait for at least 15 minutes.



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5.1 Consumables and Replacement Cycles

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The following table shows the specifications of consumables and their standard replacement cycle. It is recommended that you stock extra consumables before the ones in the scanner reach the end of their service life. The consumables must be replaced periodically. You can check the number of scanned pages for the Brake roller unit and the Pick roller unit by referring to each counter on this scanner. For how to check the count, see Section "[5.2 How to Check and Reset the Consumables Counters.](#)"

Description	P/N	Standard Replacement Cycle
Brake roller	PA03540-0001	After 200,000 sheets or one year
Pick roller	PA03540-0002	After 200,000 sheets or one year

The replacement cycles above are rough guidelines for the case of using A4/Letter woodfree or wood containing paper 64 g/m² (17 lb). This cycle varies according to the type of the paper used and how frequently the scanner is used and cleaned.



ATTENTION

Use only the specified consumables to avoid document feeding trouble.

To purchase the consumables, contact the FUJITSU scanner dealer where you purchased the scanner or an authorized FUJITSU scanner service provider.

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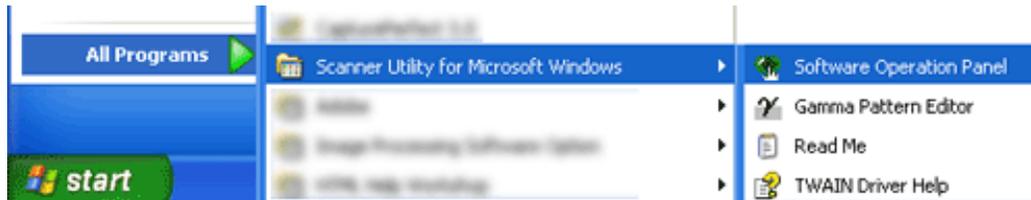
5.2 How to Check and Reset the Consumables Counters

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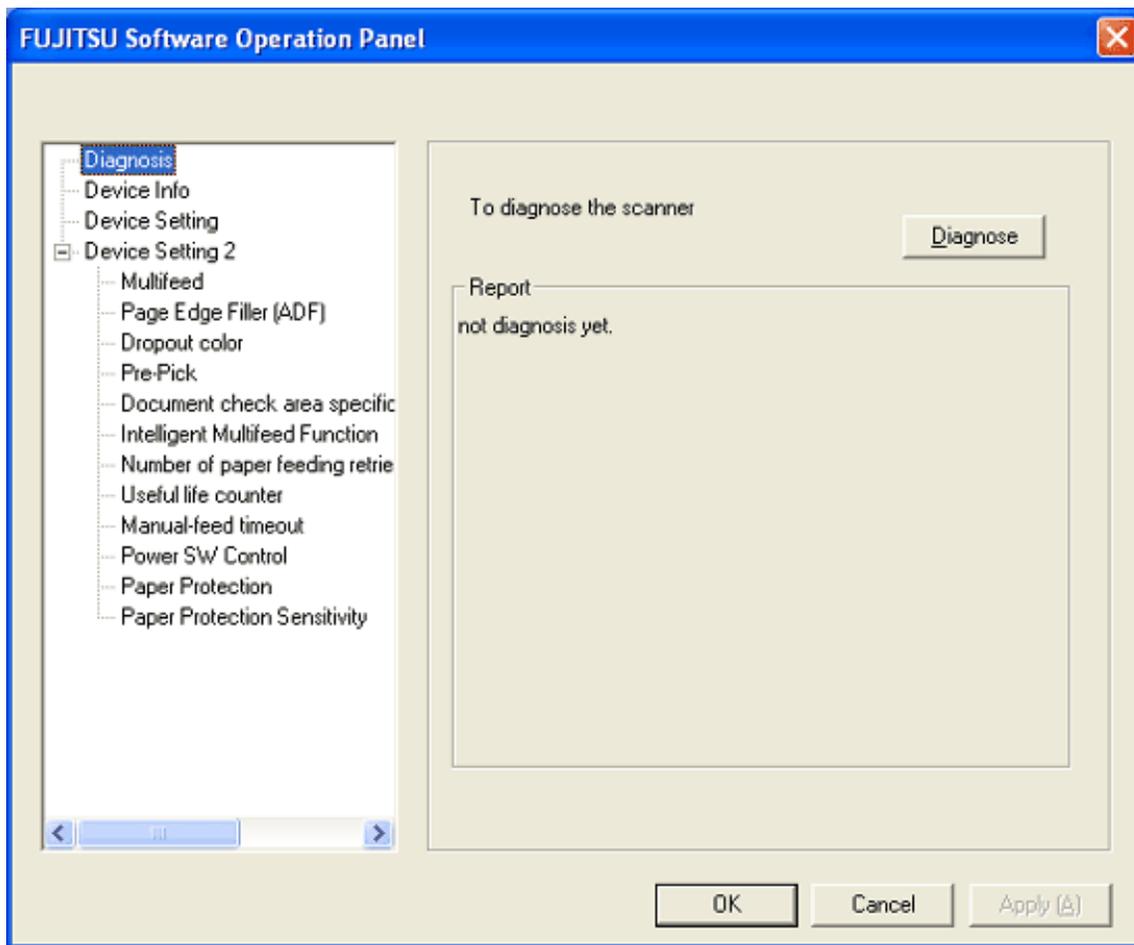
For confirming the abrasion of consumables and resetting the counters, use [Software Operation Panel] on your computer as shown below.

■ Checking the Consumables Counters

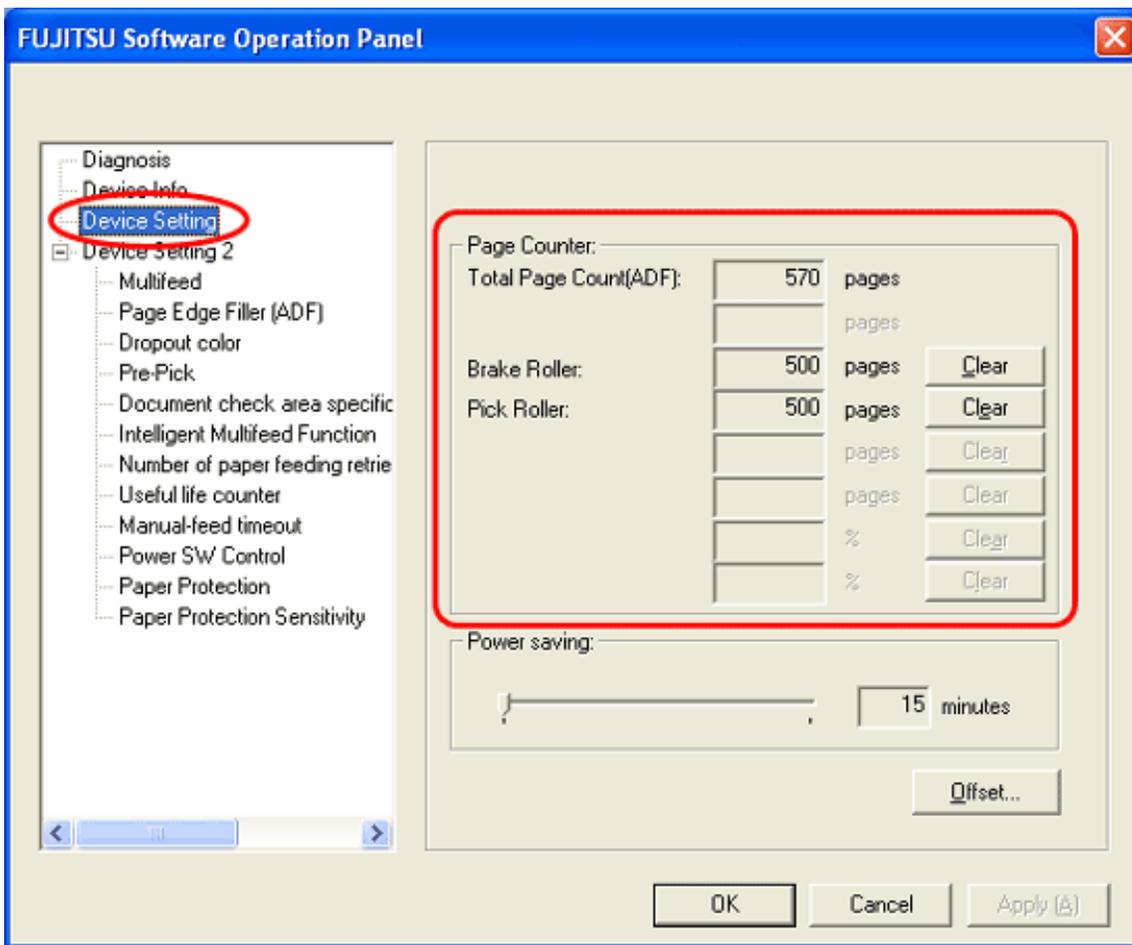
1. Turn on the scanner, and confirm if it is connected correctly to your computer.
2. From the [start] menu, select [All Programs] → [Scanner Utility for Microsoft Windows] → [Software Operation Panel].



→ The [Software Operation Panel] dialog box appears.



3. From the list on the left of the panel, select [Device Setting].



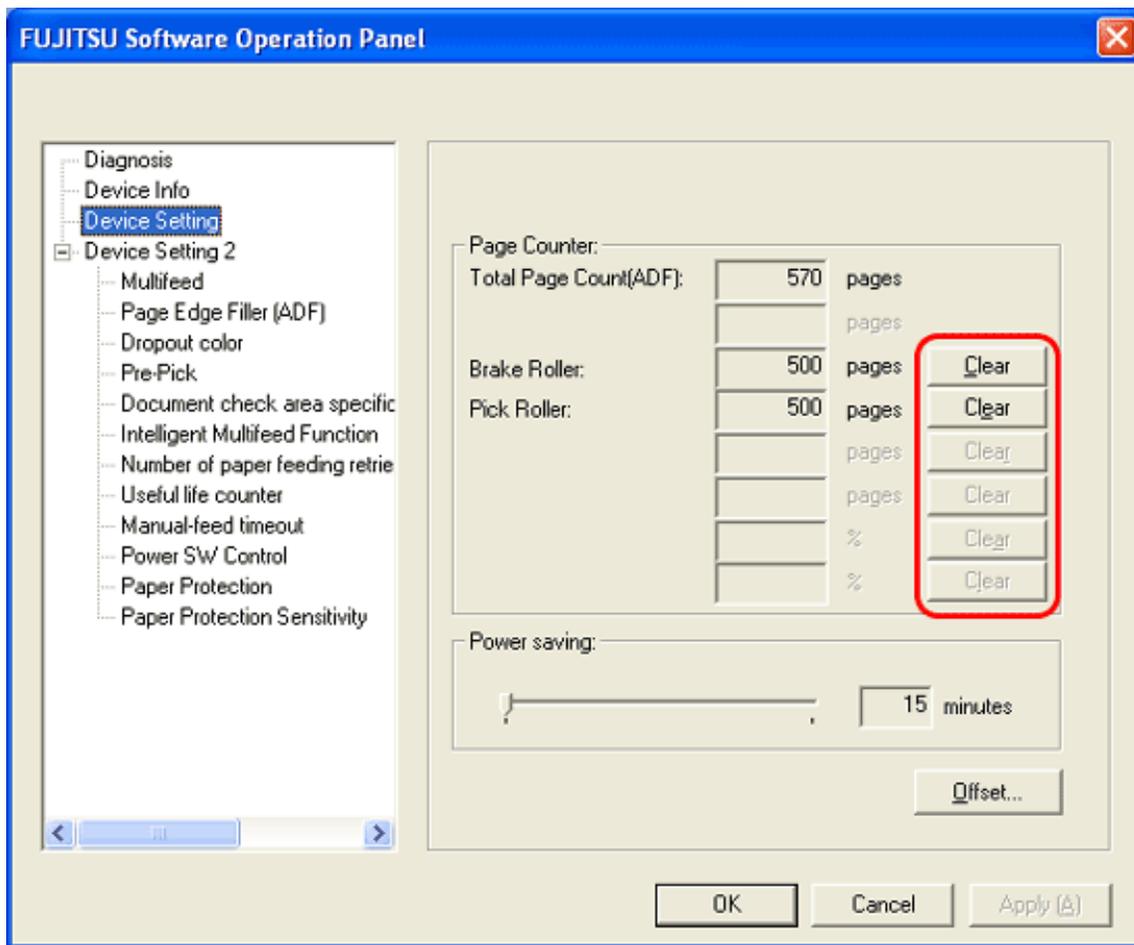
You can confirm the following information in this panel:

Total Page Count (ADF)	Total scanned sheets
Brake Roller	Number of sheets scanned since last replacement of the Brake roller
Pick Roller	Number of sheets scanned since last replacement of the Pick roller
Remaining Ink	Remaining ink in the imprinter's (sold separately) ink cartridge. (Displayed only when the imprinter option is used.)

Resetting the Consumables Counters

Reset the consumables counter(s) every time you replace the consumable(s), following the procedure given below.

1. Click the [Clear] button beside the replaced consumable.



2. Click the [OK] button on the displayed confirmation message.



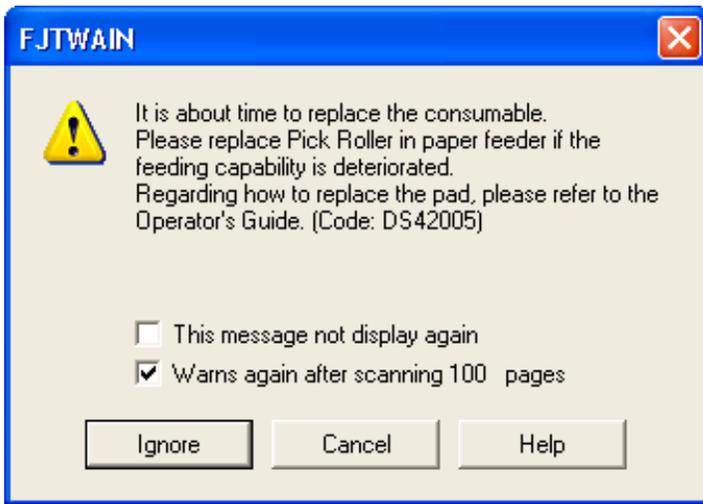
The counter is reset to 0.
(The remaining ink indication (percentage) is reset to 100.)

3. If you want to close the [Software Operation Panel] dialog box, click the [OK] button.



Consumables Replacement Message

The following message may appear while using the scanner:



Replace consumables when this message is displayed.

When you click the [Ignore] button, this message disappears and scanning continues.

You may be able to continue scanning for a while, however, it is recommended that you replace the consumable as soon as possible.

To stop the scanning and replace the consumable right away, click the [Cancel] button.

For the replacement of consumables, refer to the following sections.

Pick roller: ["5.4 Replacing the Pick Roller"](#)

Brake roller: ["5.3 Replacing the Brake Roller"](#)

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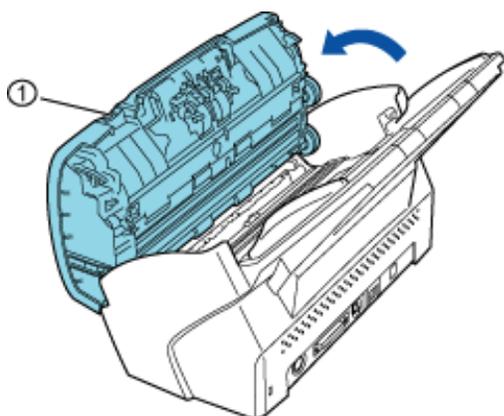
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5.3 Replacing the Brake Roller

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1. Remove any documents from the ADF paper chute.
2. Open the ADF by pulling the ADF open lever and turning the ADF to the front.



① ADF open lever

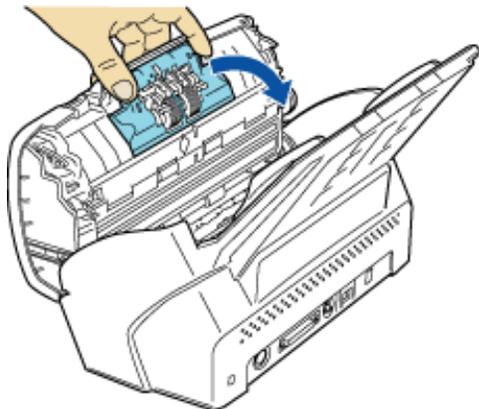


CAUTION

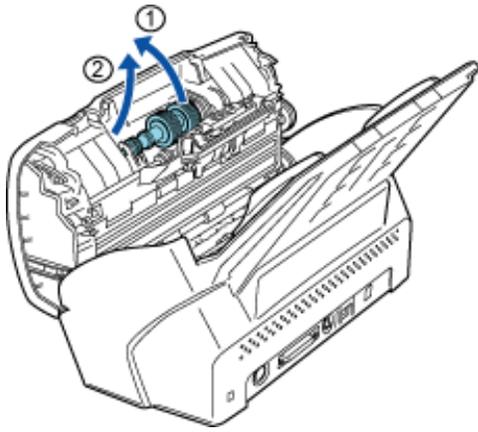
Be careful, the ADF may close and pinch your finger.

3. Remove the Brake roller from the scanner.

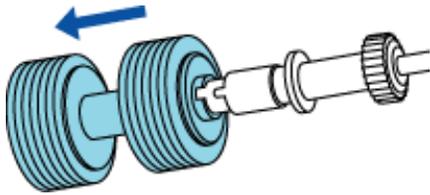
- 1) Grab both sides of the Brake roller cover, and press to the inside and pull down (towards you), as shown in the illustration below.



- 2) Lift up the right side of the Brake roller and remove the right side of the shaft. Then pull the left side of the shaft out of its hole to remove it.

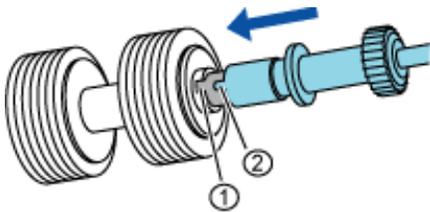


4. Remove the Brake roller from the shaft.



5. Attach a new Brake roller.

Insert the shaft to the Brake roller aligning the shaft tab with the slot of the Brake roller.

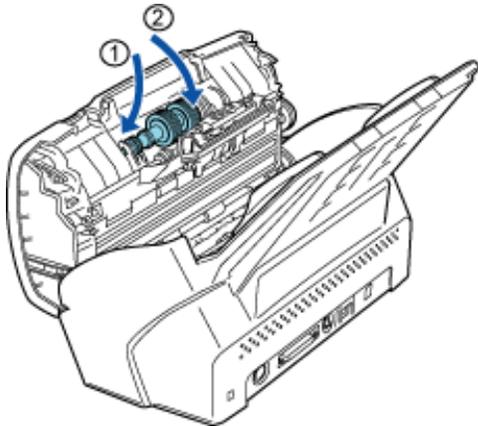


- ① Brake roller's slot
- ② Shaft tab

6. Attach the Brake roller to the scanner.

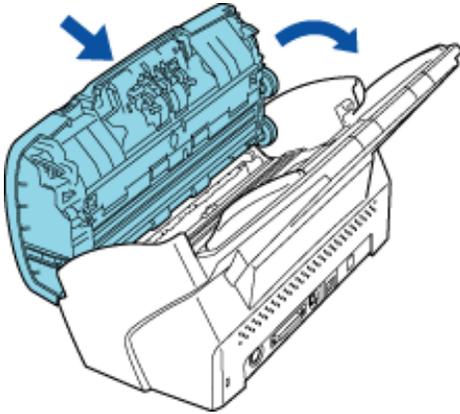
Attach the Brake roller to the scanner in reverse order of removing.

- 1) Set the left side of the shaft into place first, then fix the right side of the shaft.



- 2) Close the Brake roller cover.

7. Close the ADF. Press down on the center of the ADF to return it to its original position until the ADF button locks.



With the movie below, review the procedure to replace the Brake roller.



8. Reset the Brake roller counter.

For how to reset the Brake roller counter, see Section "[5.2 How to Check and Reset the Consumables Counters.](#)"

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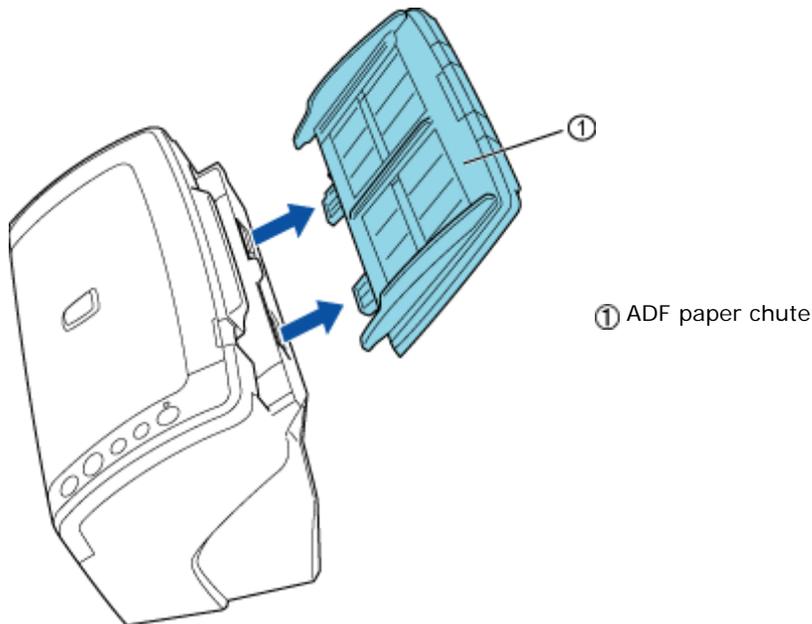
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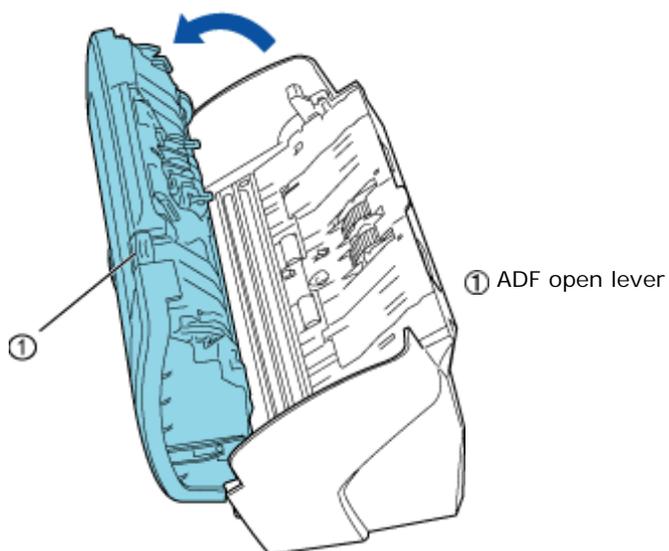
5.4 Replacing the Pick Roller

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1. Remove any documents from the ADF paper chute.
2. Remove the ADF paper chute from the scanner.



3. Open the ADF by pulling the ADF open lever and turning the ADF to the front.

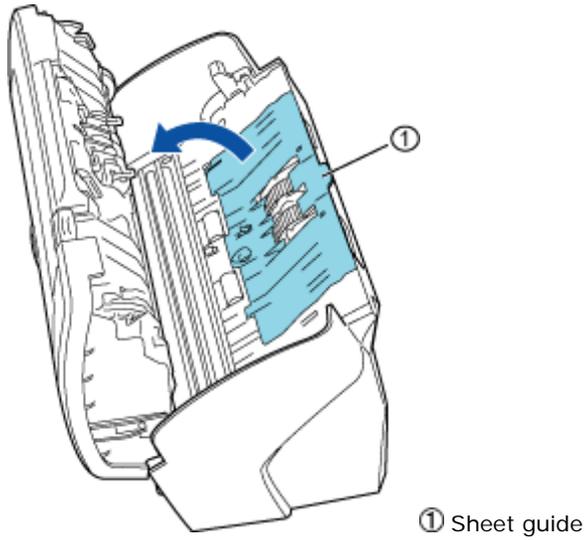


CAUTION

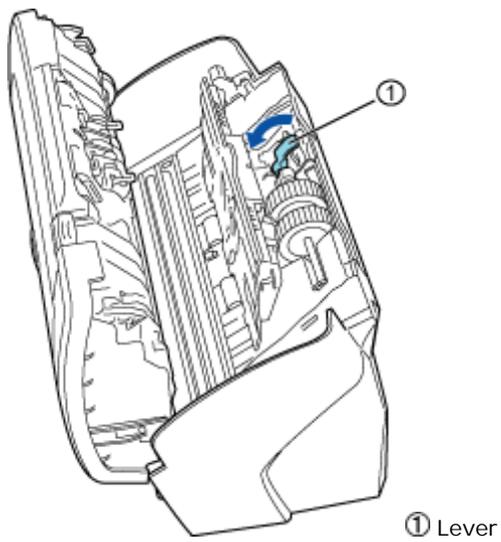
Be careful, the ADF may close and pinch your finger.

4. Remove the Pick roller from the scanner.

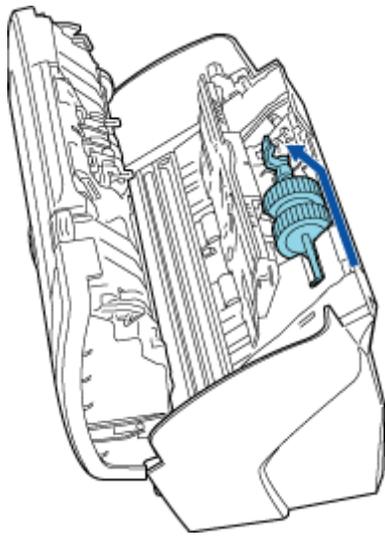
1) Use the handle in the middle of the sheet guide to open it as shown below.



2) Rotate the Pick roller lever in the direction of the arrow.



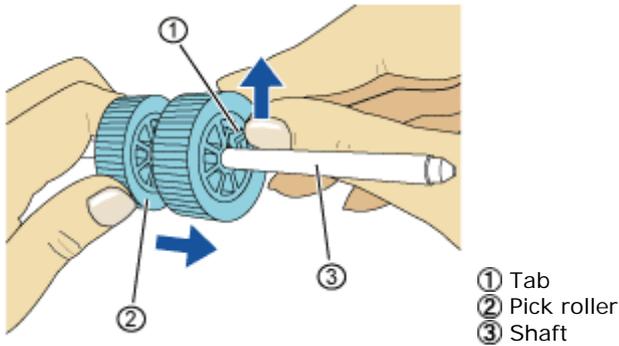
3) Slide the Pick roller in the direction of the arrow, and then lift it up to remove the shaft from the hole.



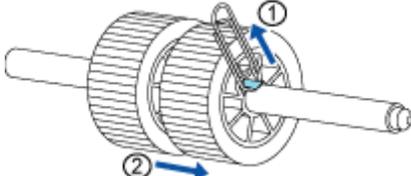
 **CAUTION**
Be careful not to touch the gear beside the lever of the Pick Roller as grease is applied to it.

5. Remove the Pick roller from the shaft.

Remove the Pick roller from the shaft while lifting up the tab on the Pick roller.

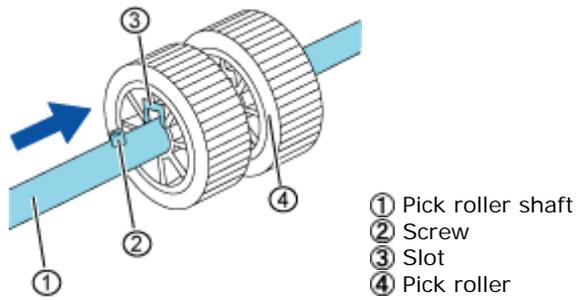


 **CAUTION**
If you lift the pick roller tab with your fingernail, it may hurt your fingernail. Use a paper clip to lift the pick roller tab if you cannot do it with your finger.

A diagram showing a paper clip being used to lift the tab of the Pick roller. The roller is on a shaft. A blue arrow points up from the tab, and another points left from the roller. A legend to the right identifies the parts: 1 Tab, 2 Pick roller.

6. Attach a new Pick roller.

Insert the new Pick roller aligning the screw on the shaft with the slot in the Pick roller.

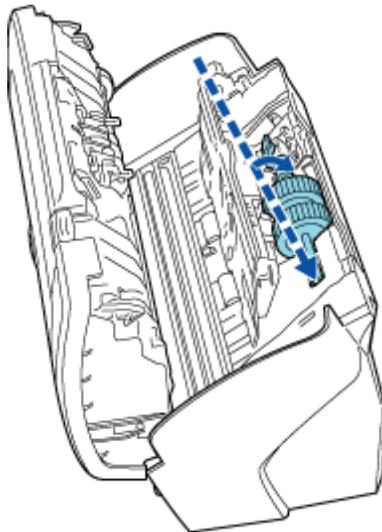


ATTENTION

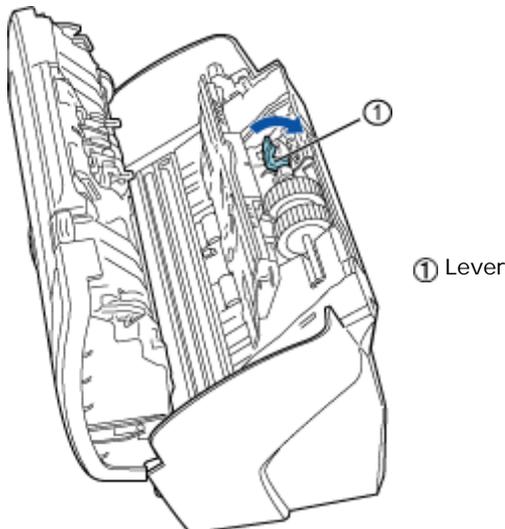
Make sure that the Pick roller is correctly attached. The incompletely-attached Pick roller might cause document jams or other feed errors. When attaching the Pick roller to the shaft, make sure that the roller's tab clicks into place.

7. Attach the Pick roller shaft to the scanner.
Attach the Pick roller shaft to the scanner in reverse order of removing.

1) Set the right side of the Pick roller into place first, then fix the left side of the roller.

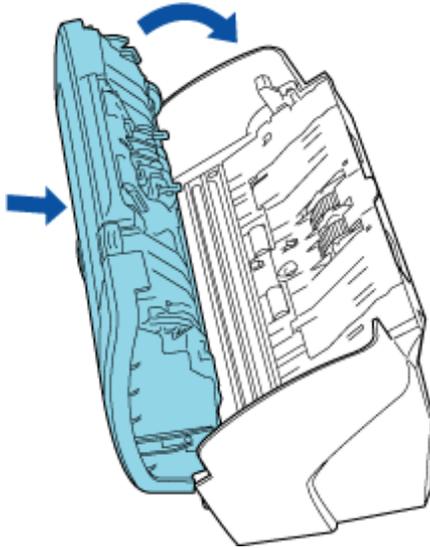


2) Rotate the Pick roller lever in the direction of the arrow.



3) Close the sheet guide. Make sure that both sides of the side guide are firmly locked.

8. Close the ADF. Press down on the center of the ADF to return it to its original position until the ADF open leverlocks.



9. Attach the ADF paper chute to the scanner.

With the movie below, review the procedure to replace the Pick roller.



10. Reset the Pick roller counter.

For how to reset the Pick roller counter, see Section "[5.2 How to Check and Reset the Consumables Counters.](#)"

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This chapter describes how to remedy document jams, other troubles, items to check before contacting the agent where you bought the scanner, and how to check device labels.



ATTENTION

For information about troubles that are not described here, and the details of the errors, refer to the FUJITSU TWAIN32 Scanner Driver Help.



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6.1 Removing Jammed Documents

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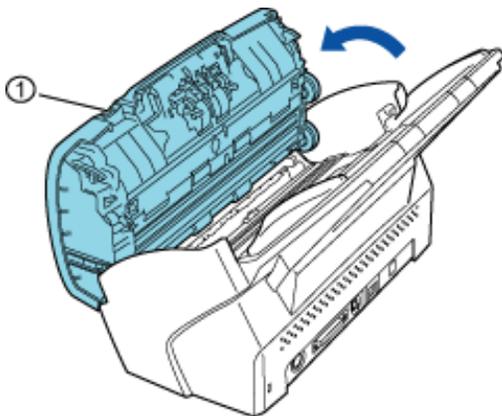
If a document jam occurred, follow the procedure below to remove the jammed documents.



ATTENTION

- Take care not to get injured when removing jammed documents.
- Be careful not to get neckties, necklaces, etc. entangled in the scanner when removing the jammed documents.
- The surface of the glass and guides may become hot during operation. Take care not to get burned.

1. Remove any documents on the ADF paper chute.
2. Open the ADF by pulling the ADF open lever and turning the ADF to the front.



① ADF open lever



CAUTION

Be careful, the ADF may close and pinch your finger.

3. Remove the jammed document.

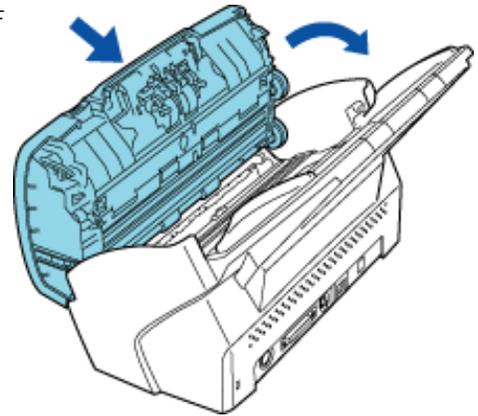


ATTENTION

- Staples, paper clips, etc. cause document jams. Be sure to fully check the document and feed path, and remove any small metal objects such as these. Also, before you start scanning, be sure to remove any staples, clips, etc. from the document.
- In case you have scanned stapled or clipped documents, do not pull them out forcibly. Otherwise, the glass and/or guides may be damaged.

4. Press down on the center of the ADF to return it to its original position and lock the ADF open lever.

Press center of ADF



ATTENTION

- Make sure that the ADF is completely closed. When it is not completely closed, feeding errors may occur.
- When the scanning is completed or canceled, the documents might remain inside the ADF even though any error message is not displayed.

Follow the procedure below to remove the documents remaining in the ADF.

1. Remove all documents from the ADF paper chute.
2. Open the ADF by pulling the ADF open lever toward you.
3. Remove the remaining documents.
4. Close the ADF.

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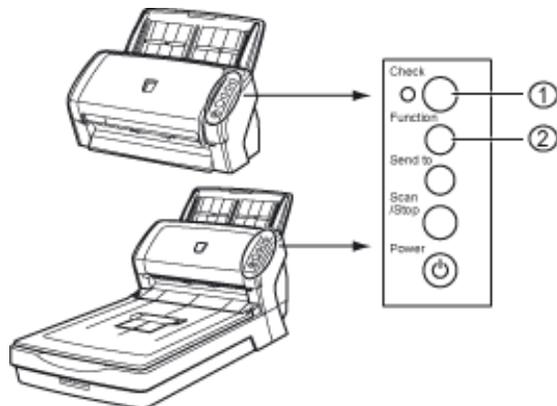
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6.2 Error Indications on the Operator Panel

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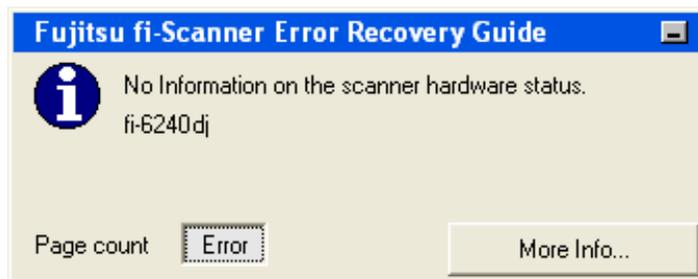
When any error occurs, the operator panel indicates [J] or [U] and a number alternately for temporary errors, or [E], [F], [C], [H], [A], or [L] and a number alternately for device alarms (permanent error). Temporary errors can be solved by the operator, but the device alarm require recovery works by support engineers.

If you want to clear the error indication, press the [Scan] or [Send to] button. The scanner will return to the "Ready Status."



- ① Function Number Display
 ② [Function] Button

When the Error Recovery Guide is installed on your computer, its window appears when Windows is started up. If any error or device alarm occurred, this software displays information such as error names and error codes regarding the error/alarm. Record the information and click [Details] on its window to learn detailed information for troubleshooting.



HINT

The Error Recovery Guide is stored in the Setup CD-ROM. When installing the application software, refer to Section "2.3 Installing the Scanner Software" in "fi-6120/fi-6240 Getting Started."

Temporary Errors

● Paper Feed Errors

[J] and a number are displayed alternately.

Indication	Meaning	Remedy
J0	Paper feeding halted to protect the document.	<ol style="list-style-type: none"> 1. Remove the halted or jammed document remaining inside. For how to remove such documents, see Section "6.1 Removing Jammed Documents." 2. Confirm that the documents meet the paper conditions for scanning from the ADF. For details see Chapter "7 ADF AND SPECIFICATIONS."
J1	Paper jam	
J2	Multifeed error	Pressing the [Send to] button on the Operator Panel ejects the multifeed document.

- **Cover Open, Print, and Other Errors**

[U] and a number are displayed alternately.

Indication	Meaning	Remedy
U0	Transport lock error (fi-6240 only)	Unlock the transport lock. For details refer to "2.1 Installing the Scanner" in "fi-6140/fi-6240 Getting Started."
U4	The ADF opened during scanning.	Close the ADF completely and load the document again.
U5	The imprinter cover opened during scanning. (when imprinter option is installed in fi-6140)	
U6	The print cartridge of the imprinter option (for fi-6140 only) is not set.	This is a temporary error related with the Imprinter option (sold separately). For details refer to "614PR Imprinter Operator's Guide."

Permanent Errors (device alarms)

- **Motor and Optical Systems**

[E] and a number are displayed alternately.

Indication	Meaning	Remedy
E0	Flatbed motor malfunction (fi-6240 only)	<ol style="list-style-type: none"> 1. Confirm that the transfer lock is released. 2. When a device alarm is indicated, turn off and on the scanner.
E1	Optical system error (Flatbed). (fi-6240 only)	
E2	Optical system error (ADF front).	<p>If the alarm is still displayed on the Function Number Display, record the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.</p> <p>When you encounter any alarm on the display, turn the scanner off and on. If the alarm is still displayed on the Function Number Display, record the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.</p>
E3	Optical system error (ADF back).	
E6	Operator panel error	
E7	Internal memory error (EEPROM)	
E8	The SCSI interface fuse has blown out.	
E9	Image memory error	

- **Overrunning**

[F] and a number are displayed alternately.

Indication	Meaning	Remedy
F4	Background switching mechanism error	When you encounter this alarm on the display, turn the scanner off and on. If the alarm is still displayed on the Function Number Display, record the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.

- **Chips**

[C] and a number are displayed alternately.

Indication	Meaning	Remedy
C0	LSI error	When you encounter this alarm on the display, turn the scanner off and on. If the alarm is still displayed on the Function Number Display, record the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.

- **Fuses**

[H] and a number are displayed alternately.

Indication	Meaning	Remedy
H0	The motor fuse has blown out.	When you encounter any alarm on the display, turn the scanner off and on. If the alarm is still displayed on the Function Number Display, record the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.
H6	The imprinter fuse has blown out. (when imprinter option is installed in fi-6140)	
H7	The lamp fuse has blown out.	
H8	The background switching motor fuse has blown out.	

- **Options (only when imprinter option is installed in fi-6140)**

[A] and a number are displayed alternately.

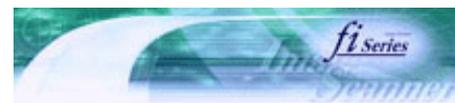
Indication	Meaning	Remedy
A0	Error in imprinter's control board	When a device alarm is indicated, turn the scanner off and on. If the alarm is still displayed on the Function Number Display, note down the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.
A1	Communication timeout error in the imprinter	
A2	Error in imprinter's ink head	
A3	Error in imprinter's internal memory (EEPROM)	
A4	Imprinter ROM error	

- **Sensor**

[L] and a number are displayed alternately.

Indication	Meaning	Remedy
L6	Ultrasonic sensor error	When a device alarm is indicated, turn the scanner off and on. If the alarm is still displayed on the Function Number Display, record the indicated error code, and contact the store where you purchased the scanner or an authorized FUJITSU scanner service provider.

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This section describes troubles that may occur during scanning and how to remedy those troubles. Before you ask for repair, check the following flowcharts. If the remedies in these flowcharts do not solve the problem, check the items in Section "[6.4 Items to Check Before Contacting the Dealer Where You Bought the Scanner](#)" and then contact the dealer where you purchased the scanner or an authorized FUJITSU scanner service provider.

- ▶ [Scanner cannot be turned On.](#)
- ▶ [Indication on Function No. display goes out.](#)
- ▶ [The scanning does not start.](#)
- ▶ [Quality of scanned pictures or photos is not satisfactory when scanning in black and white.](#)
- ▶ [Quality of scanned text of lines is unsatisfactory.](#)
- ▶ [Images are distorted or blurred.](#)
- ▶ [Vertical lines appear in the scanned image.](#)
- ▶ [The Function Number display indicates alarm \(with \[E\] or other alphabetical letter plus a number\) after the scanner is turned ON.](#)
- ▶ [Multifeed errors occur frequently.](#)
- ▶ [Pickup errors occur frequently.](#)
- ▶ [Paper jams occur frequently.](#)
- ▶ [The scanned images are elongated when scanned from the ADF.](#)
- ▶ [There is a shadow on the leading edge of the scanned images.](#)

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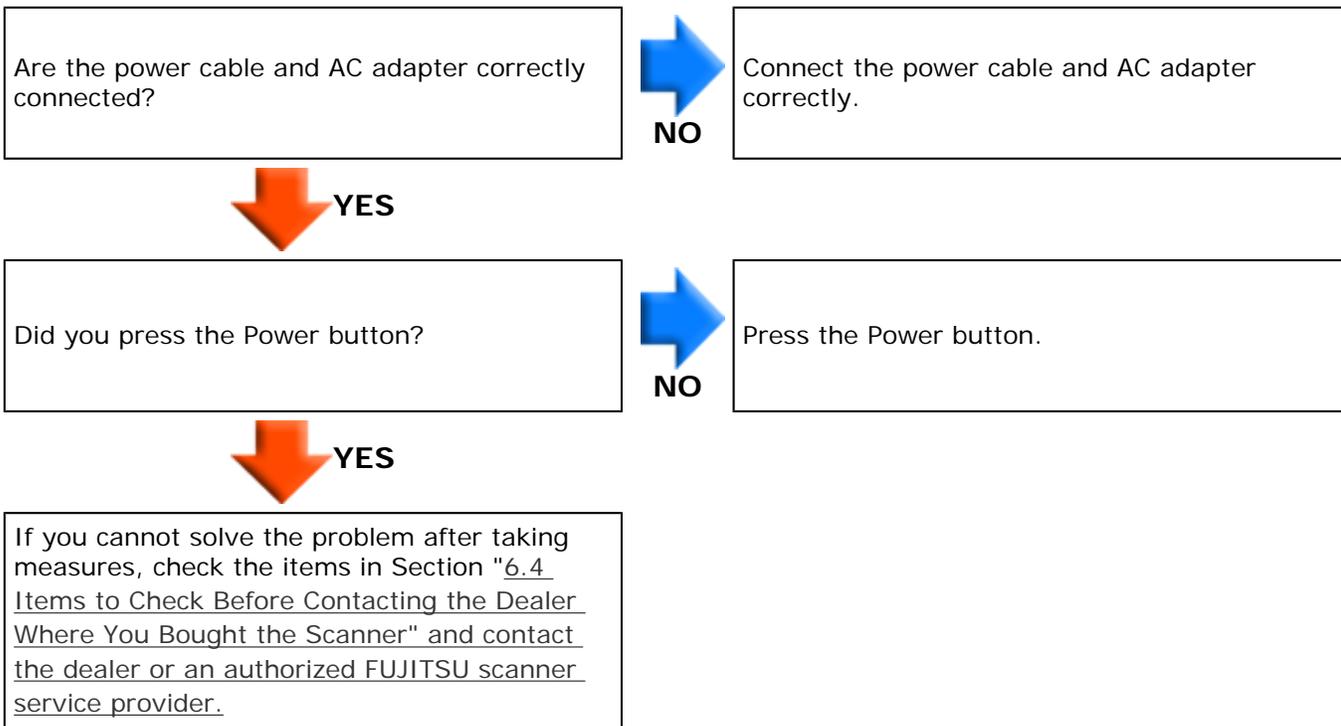
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Symptom: Scanner cannot be turned ON.

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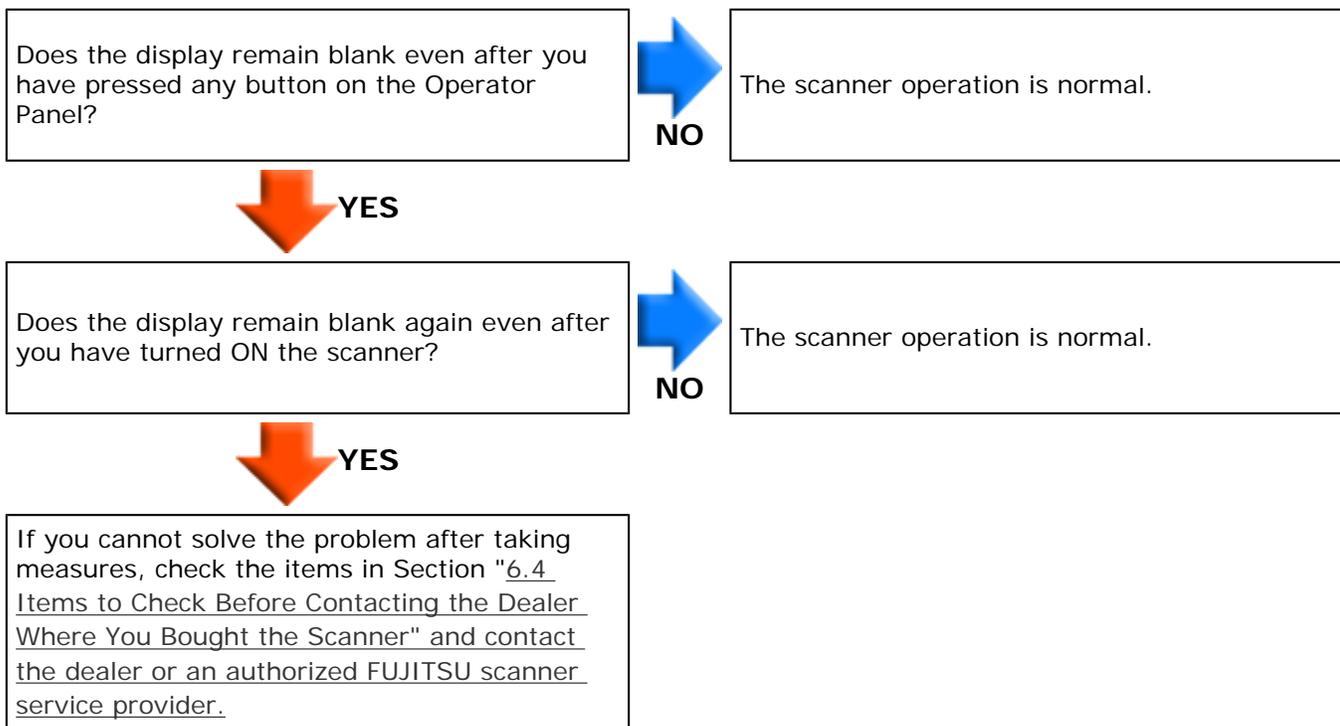
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Symptom: Indication on Function No. display goes out.

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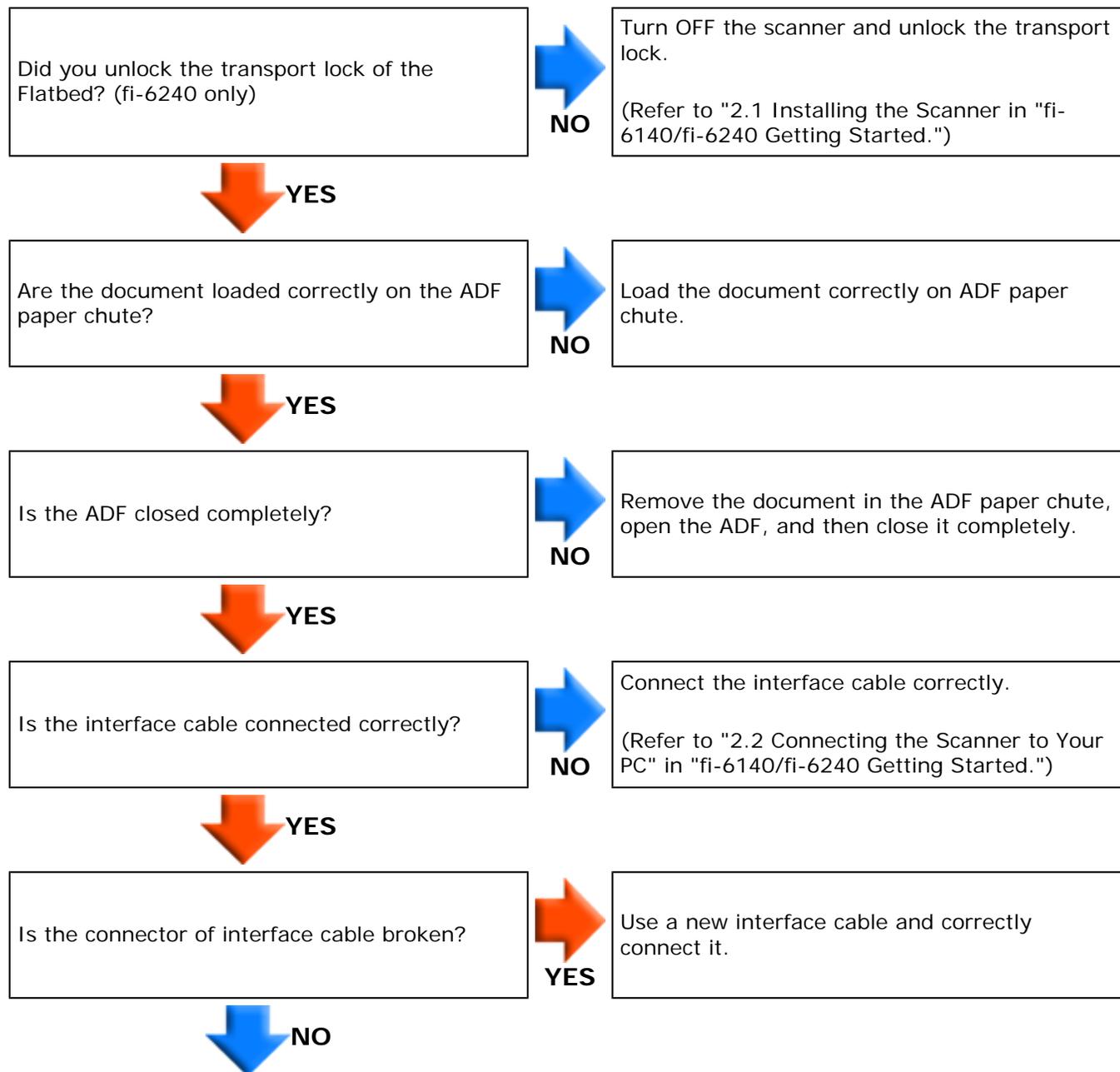
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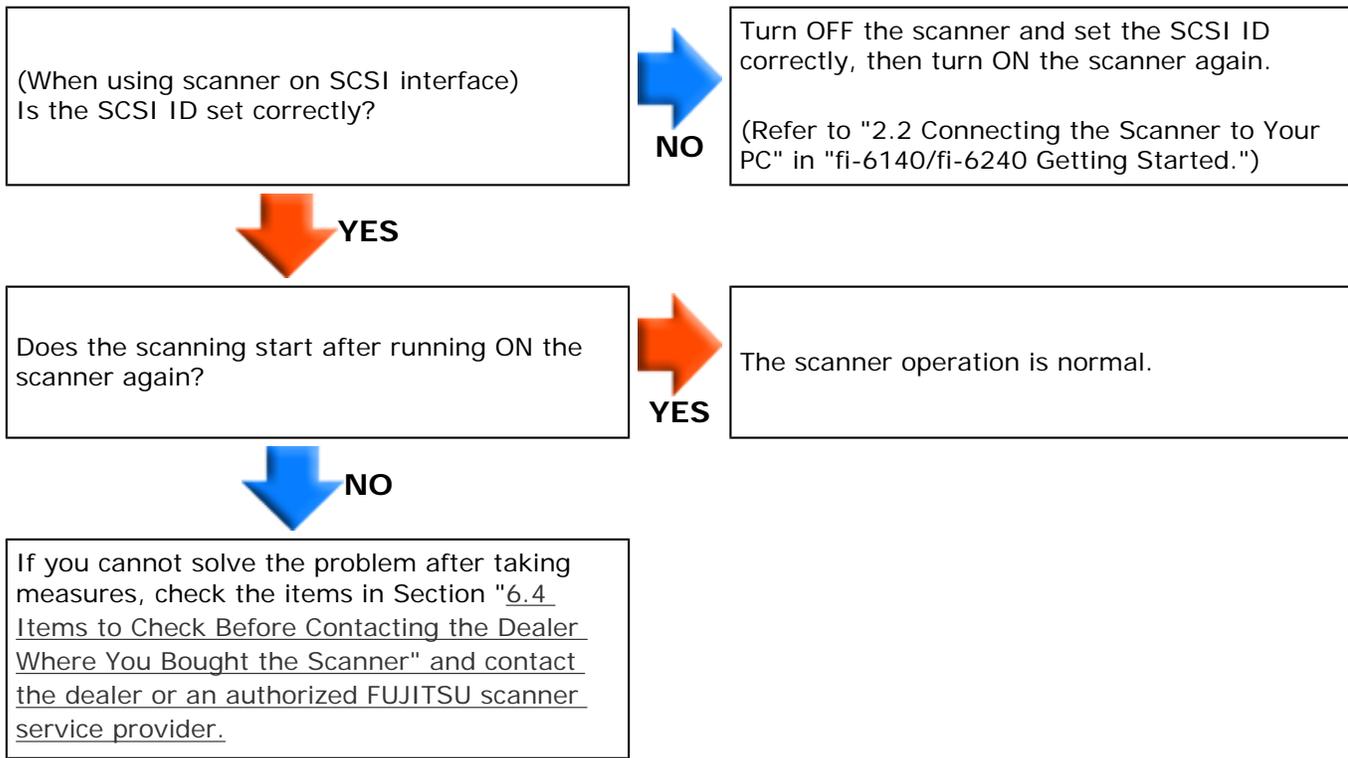
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Symptom: The scanning does not start.

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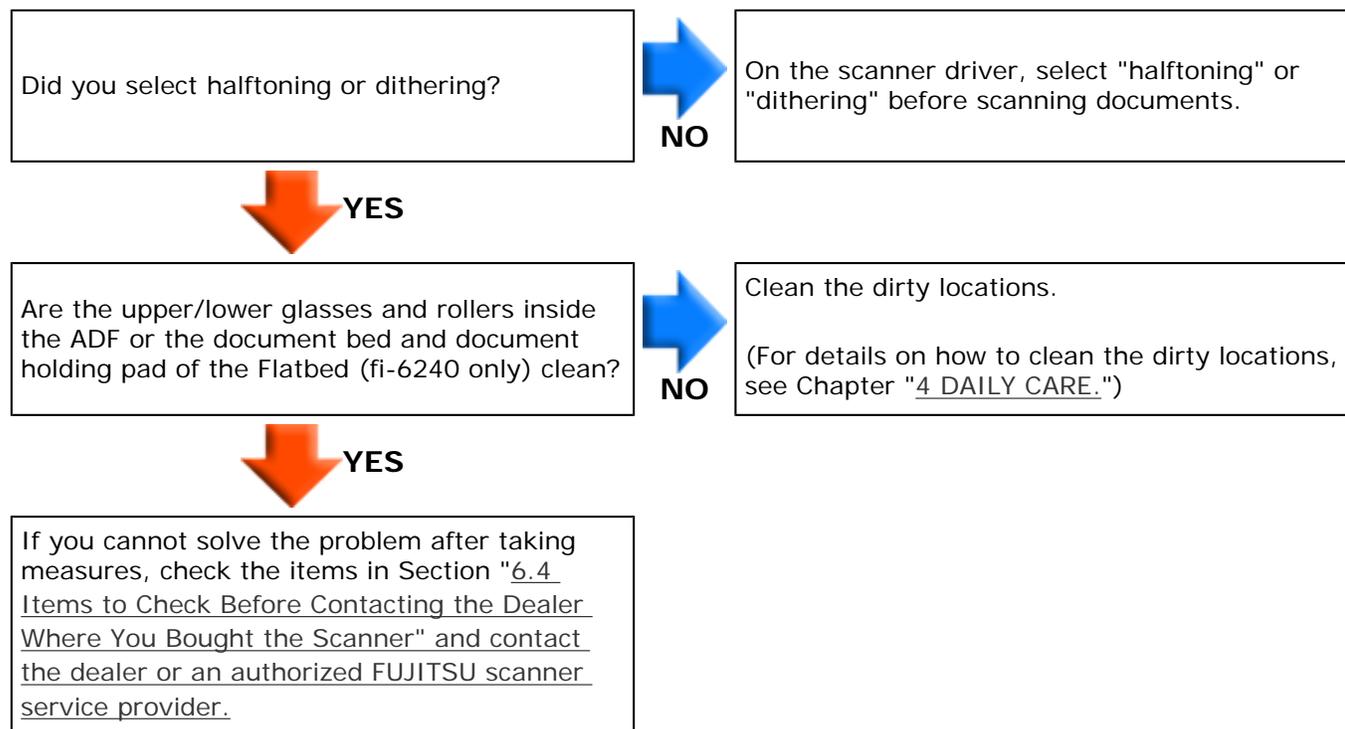
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Symptom: Quality of scanned pictures or photos is not satisfactory when scanning in black and white.

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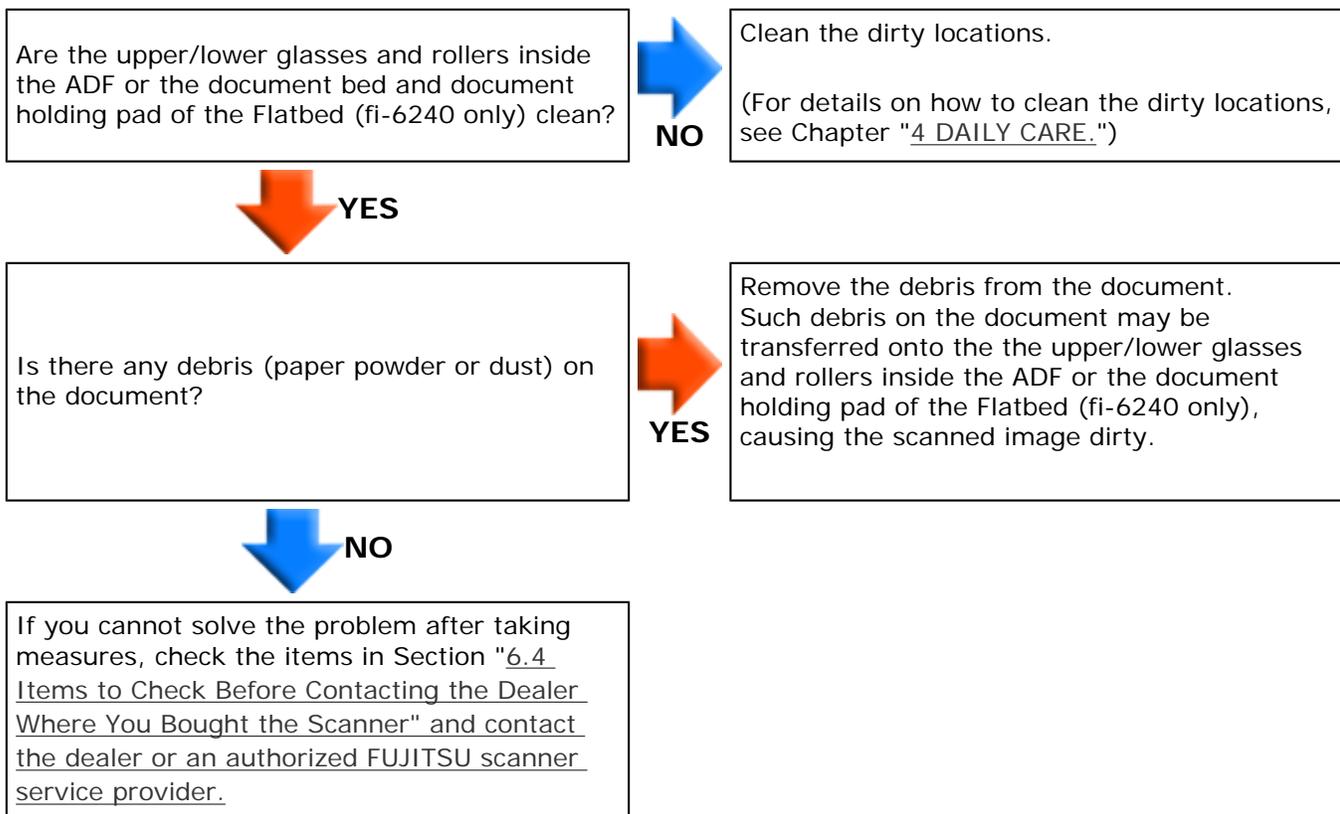
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Symptom: Quality of scanned text or lines is unsatisfactory.

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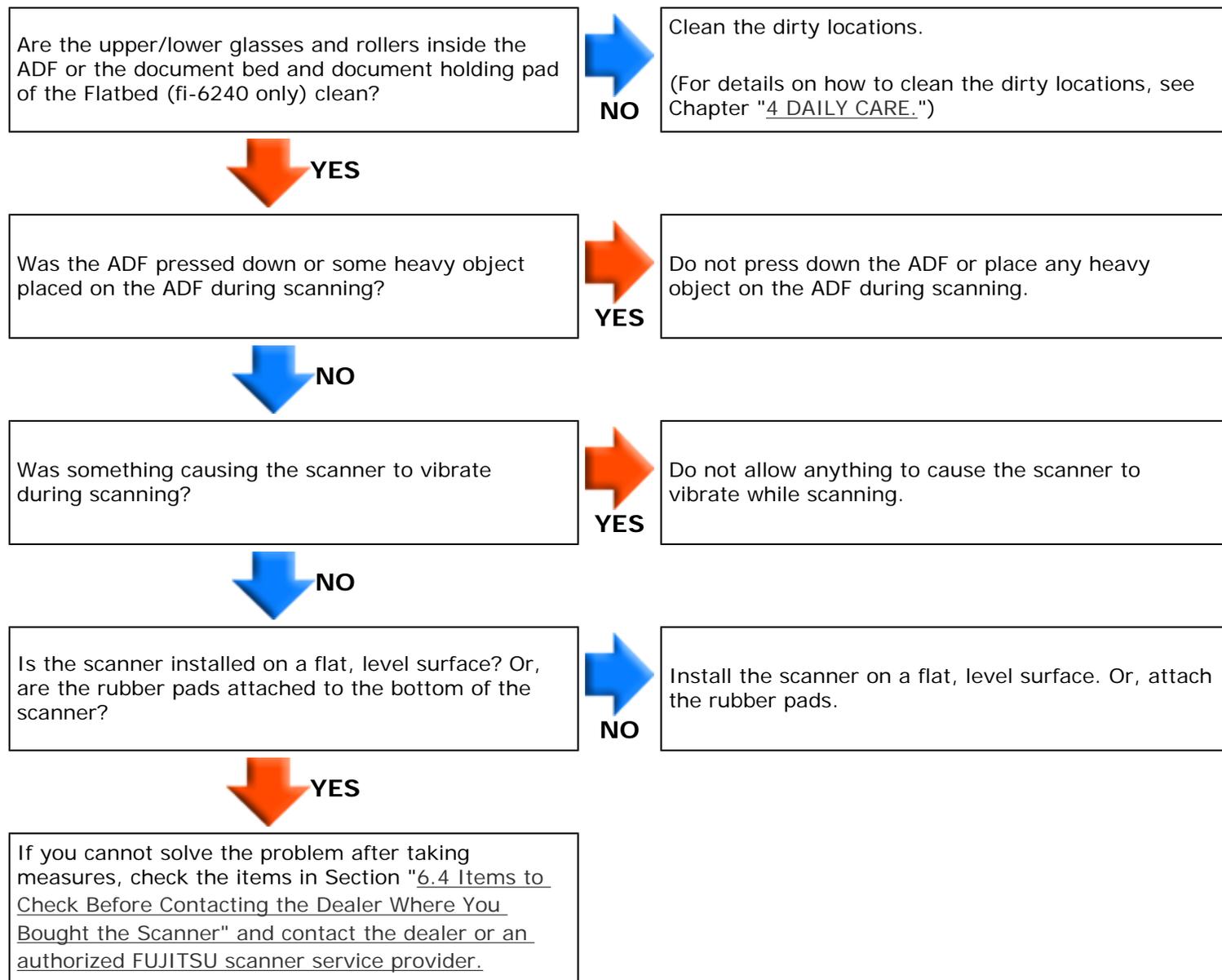
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Symptom: Images are distorted or blurred.

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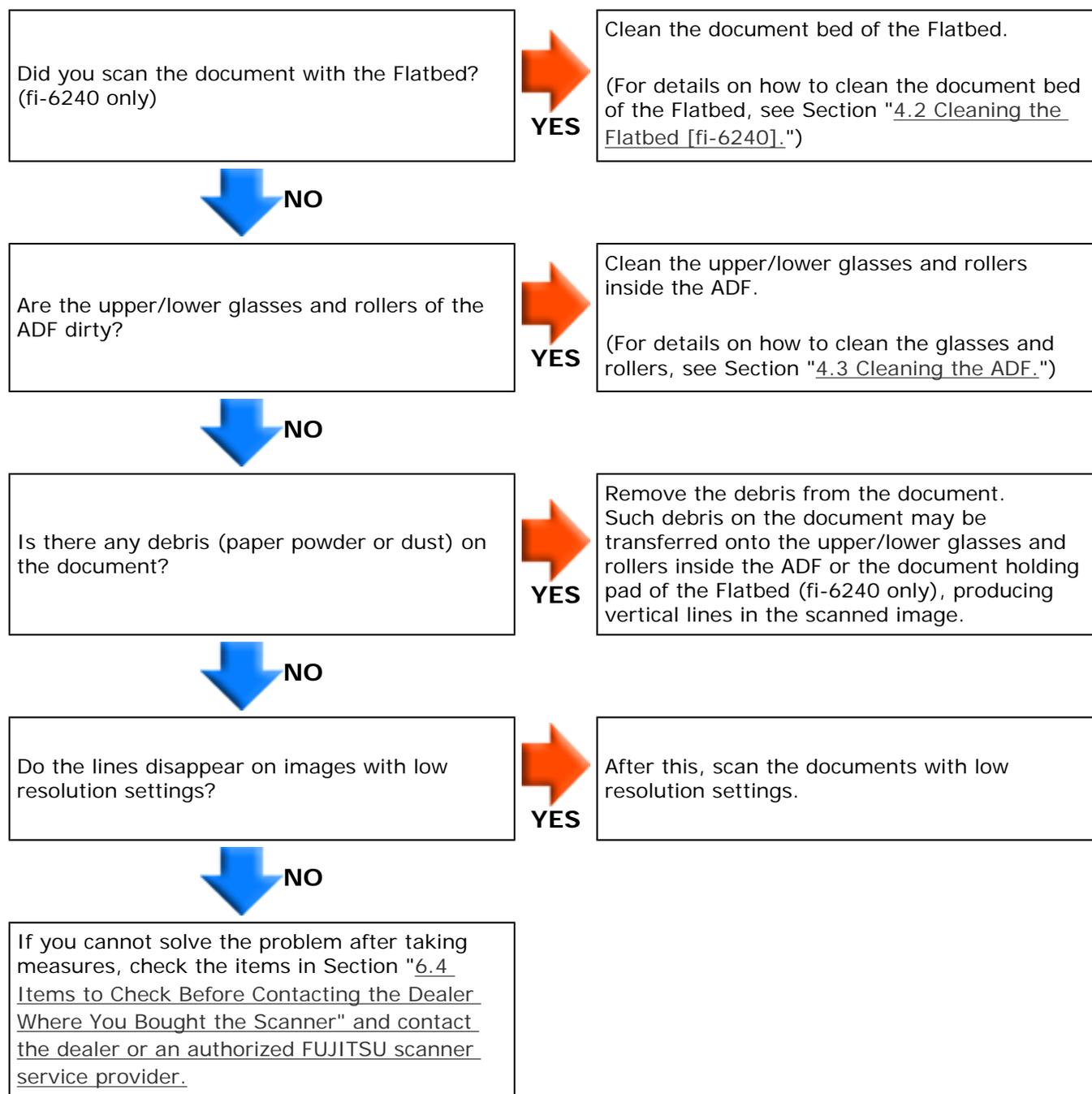
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Symptom: Vertical lines appear in the scanned image.

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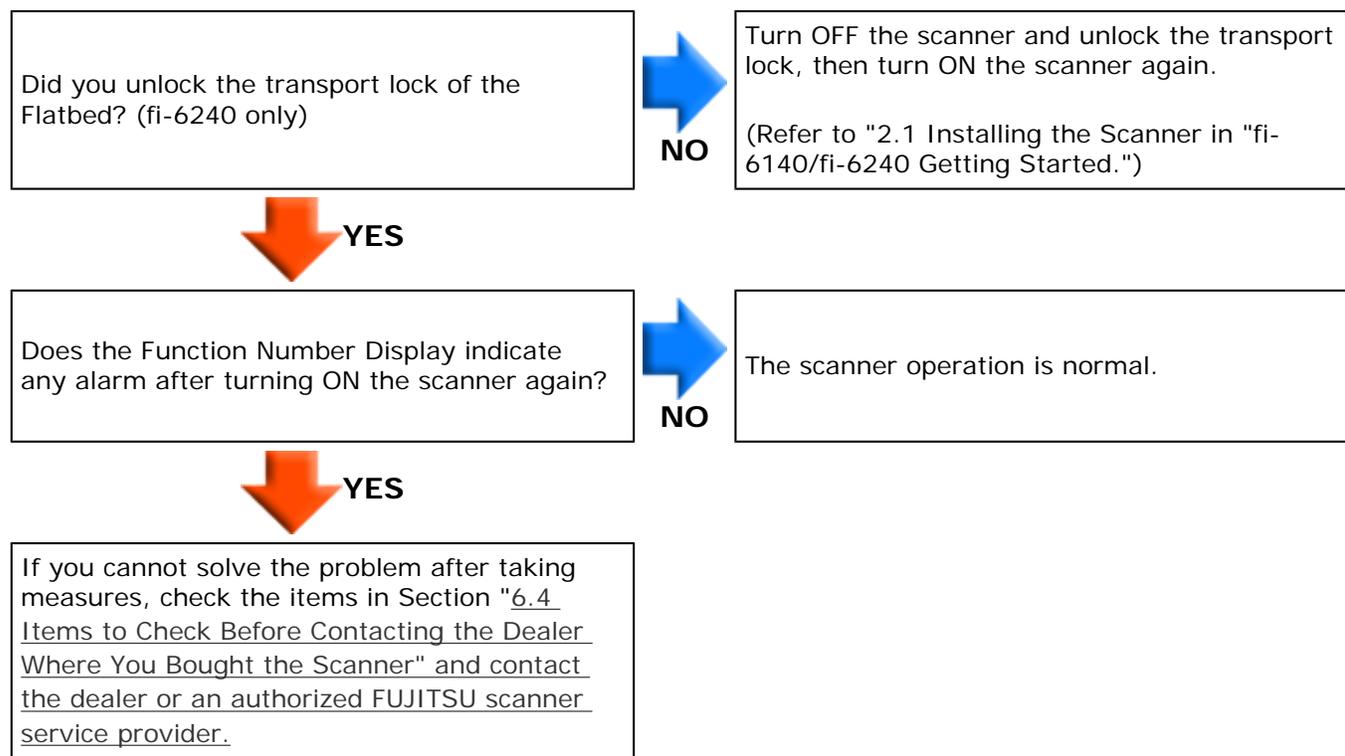
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Symptom: The Function Number Display indicates alarm (with [E] or other alphabetical letter plus a number) after the scanner is turned ON.

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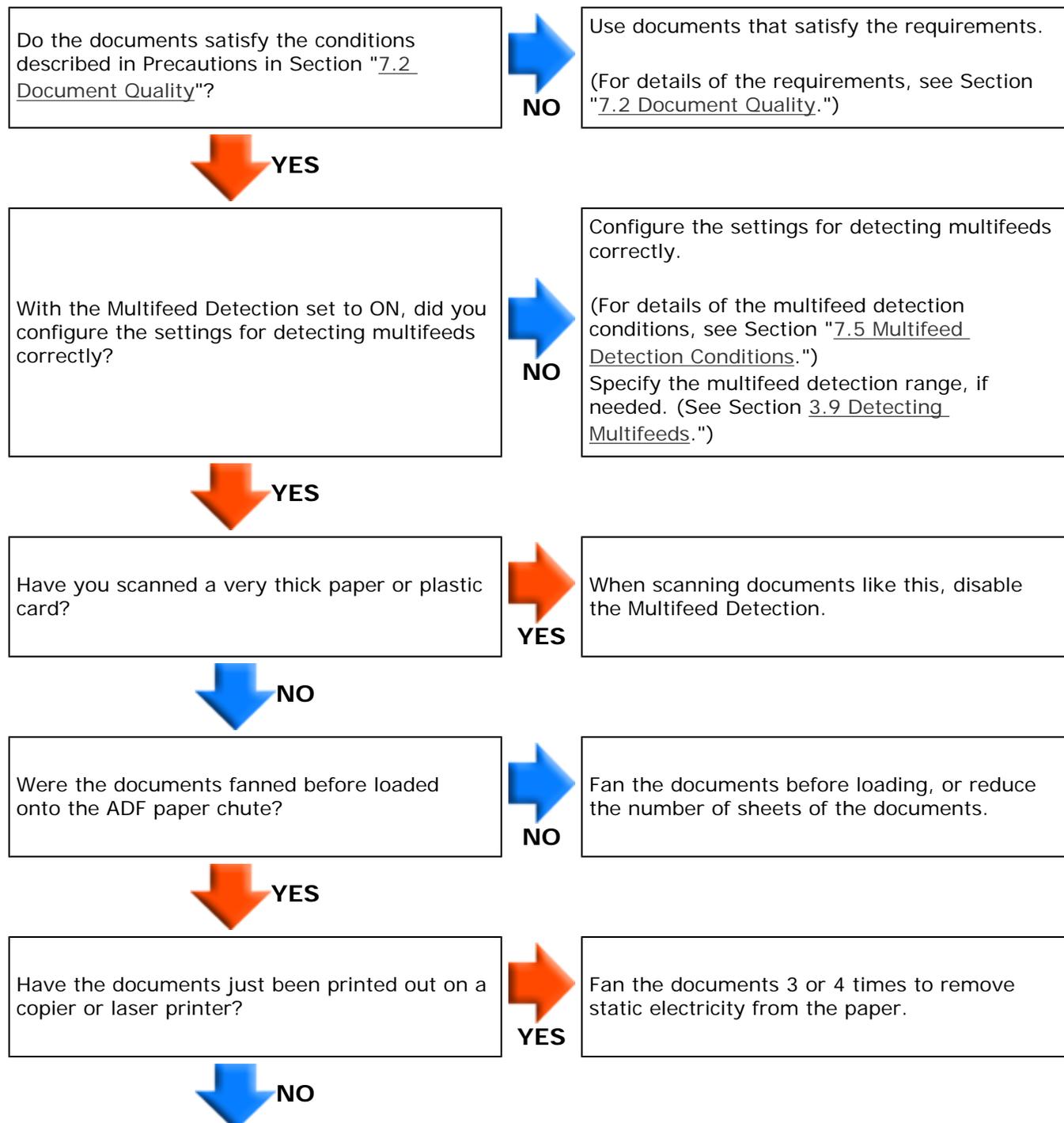
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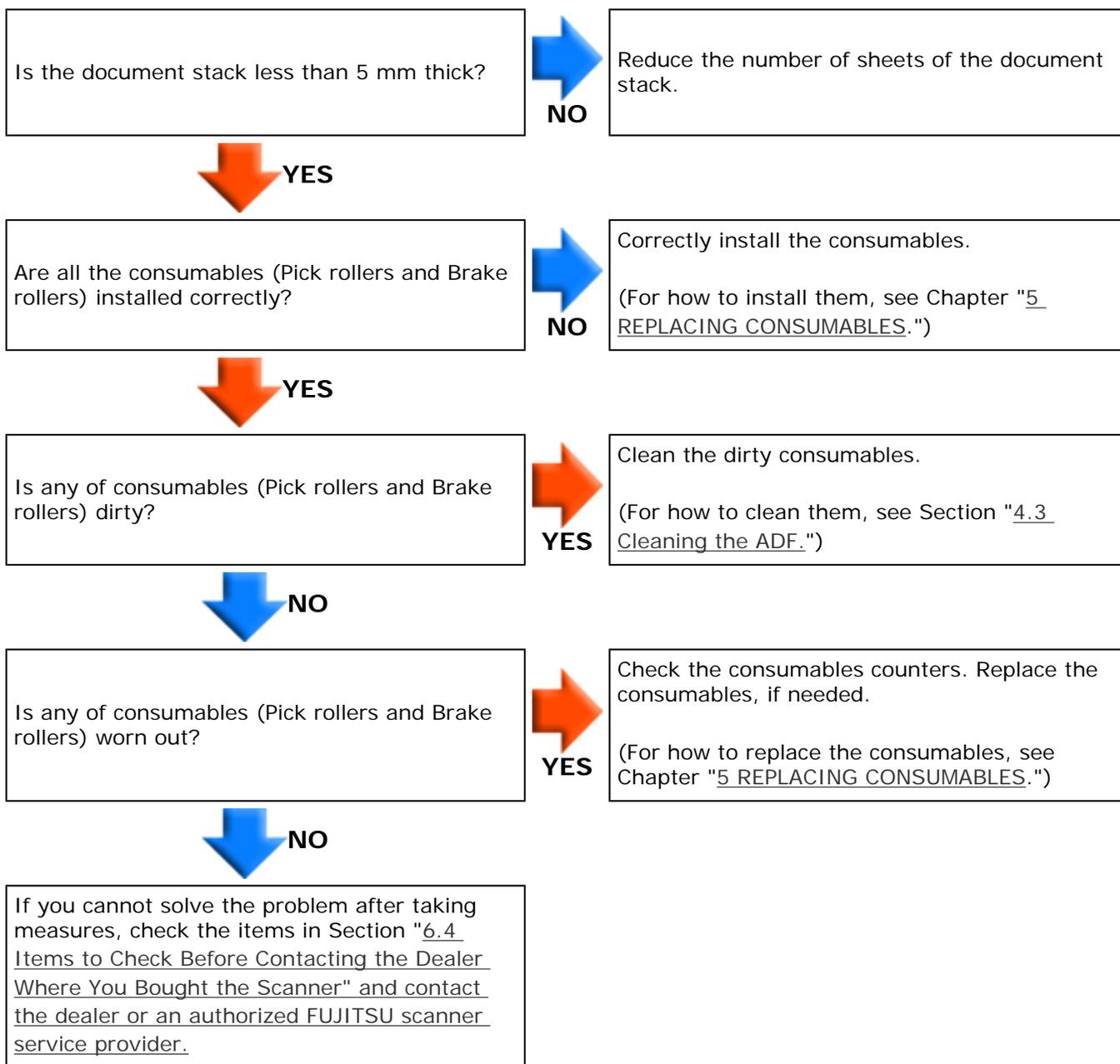
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Symptom: Multifeed errors occur frequently.

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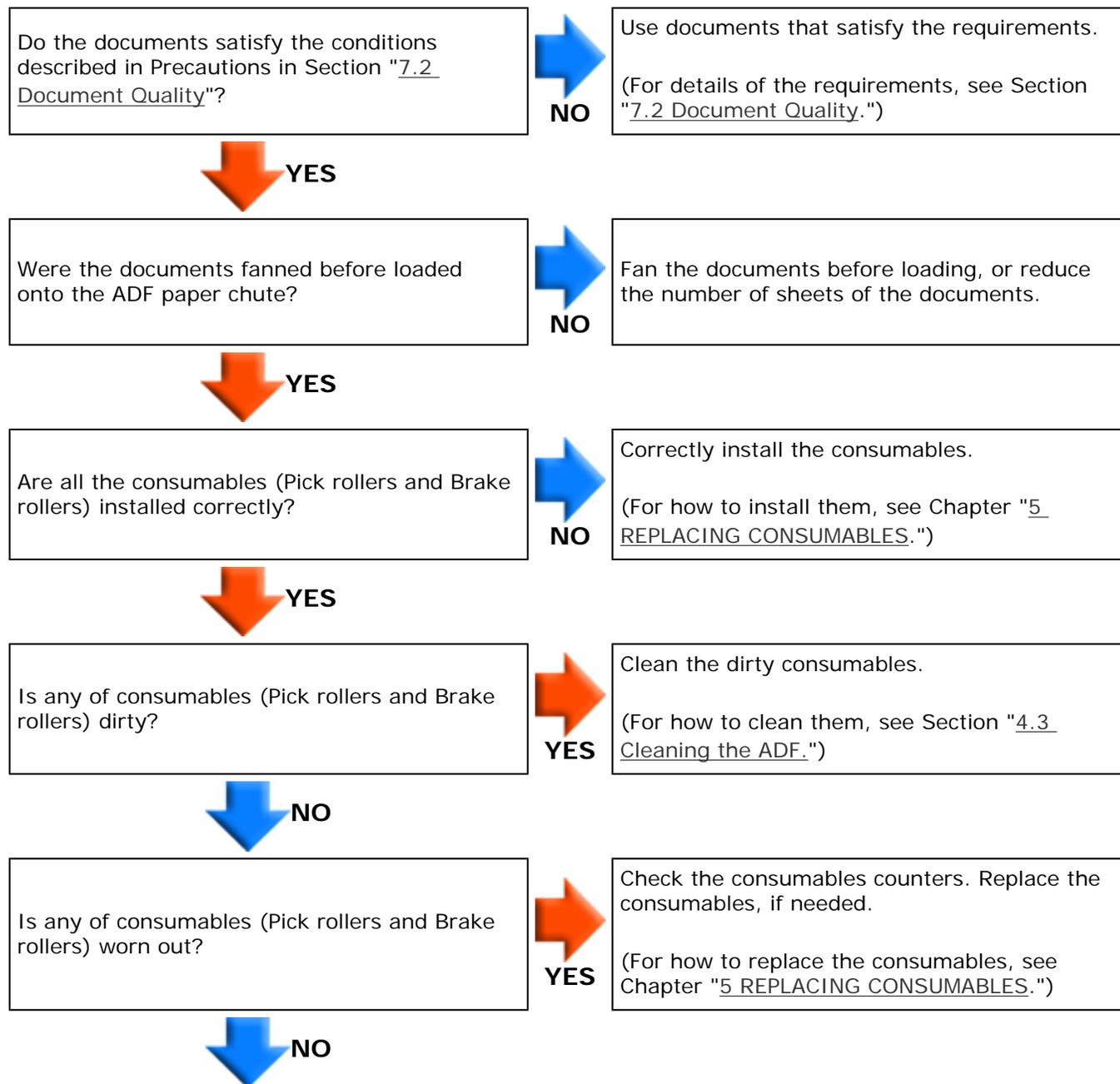
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Symptom: Pickup errors occur frequently.

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If you cannot solve the problem after taking measures, check the items in Section "6.4 Items to Check Before Contacting the Dealer Where You Bought the Scanner" and contact the dealer or an authorized FUJITSU scanner service provider.

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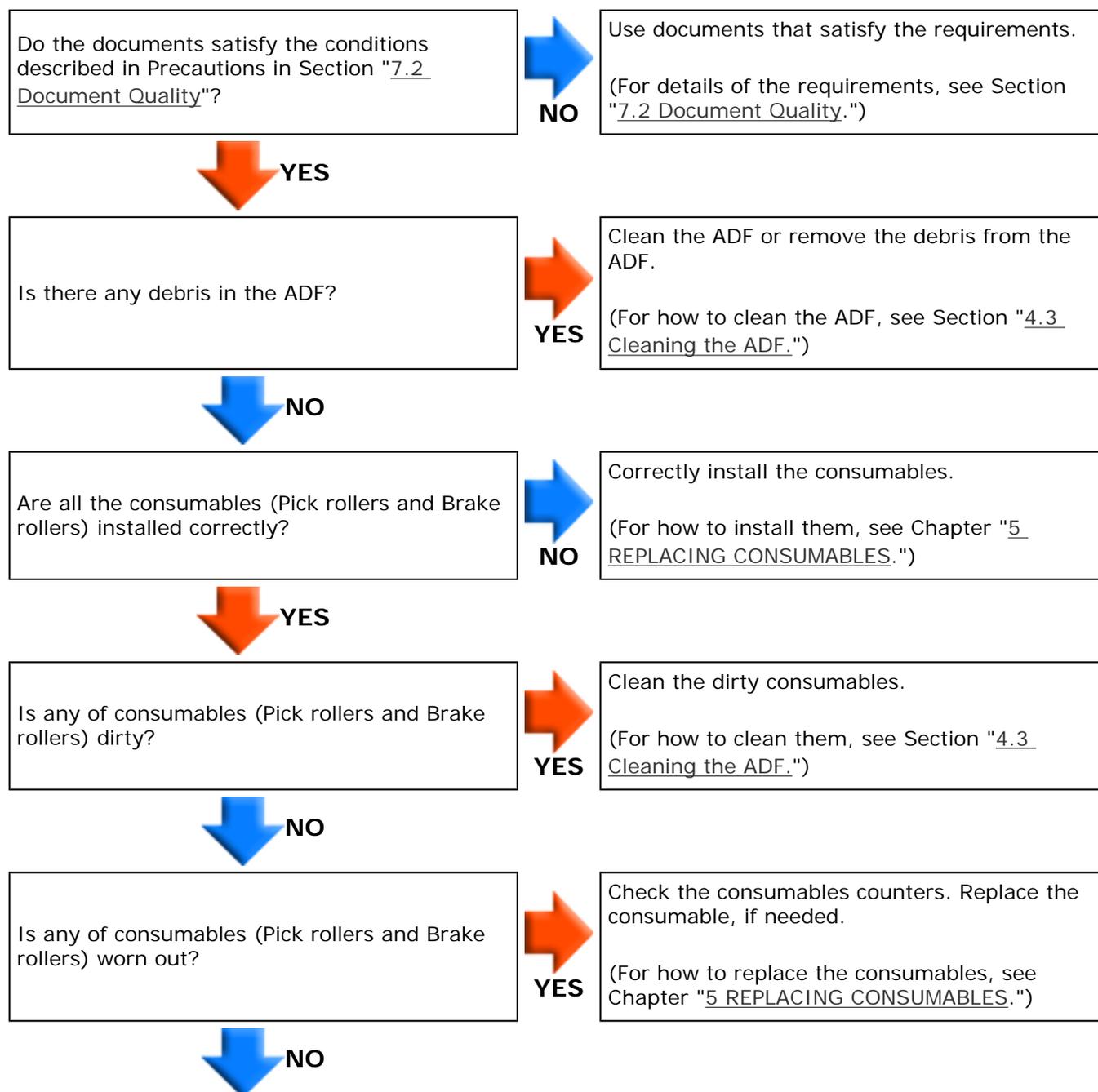
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Symptom: Paper jams occur frequently.

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If you cannot solve the problem after taking measures, check the items in Section "[6.4 Items to Check Before Contacting the Dealer Where You Bought the Scanner](#)" and contact [the dealer or an authorized FUJITSU scanner service provider](#).

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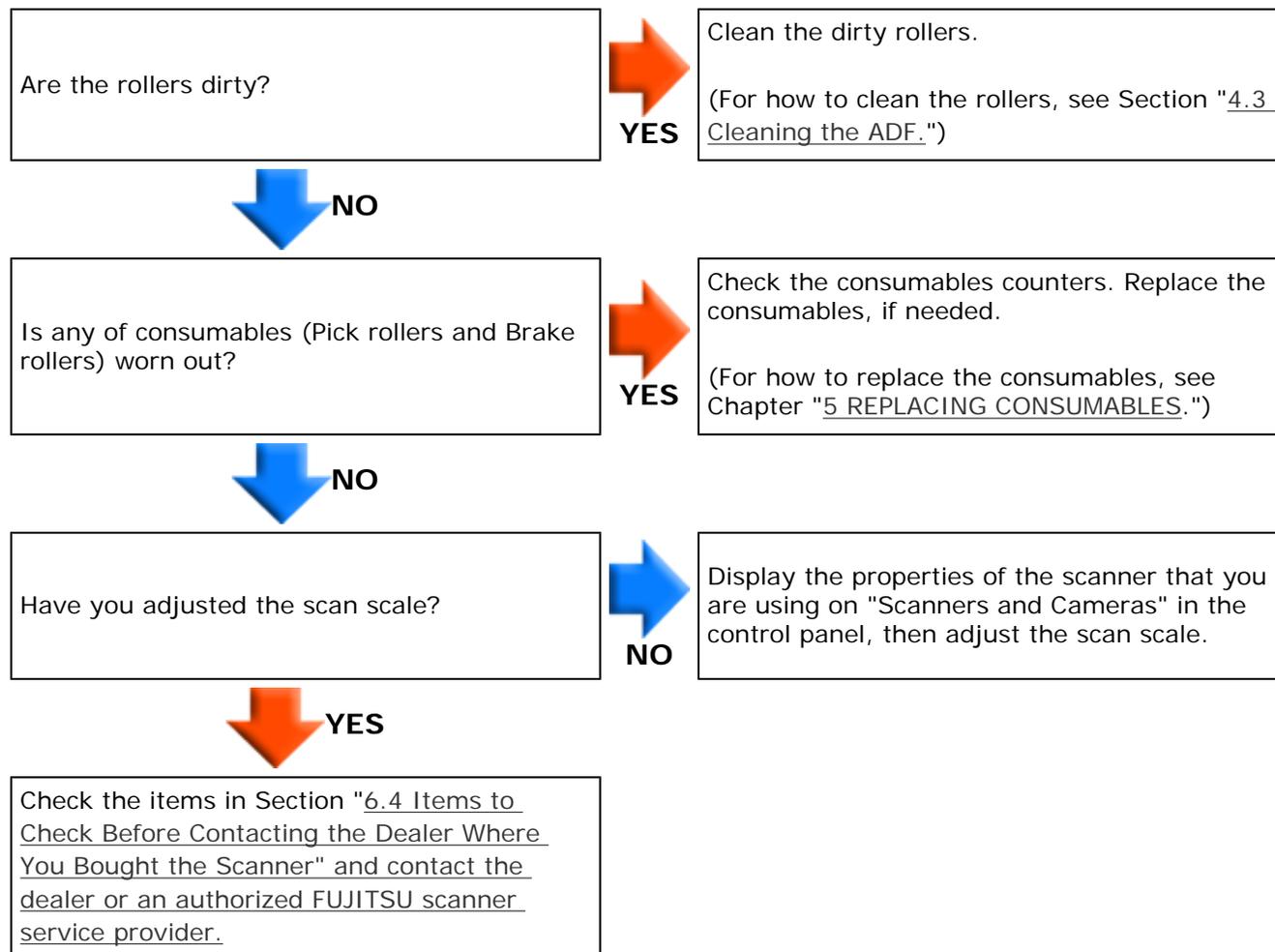
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Symptom: The scanned images are elongated when scanned from the ADF.

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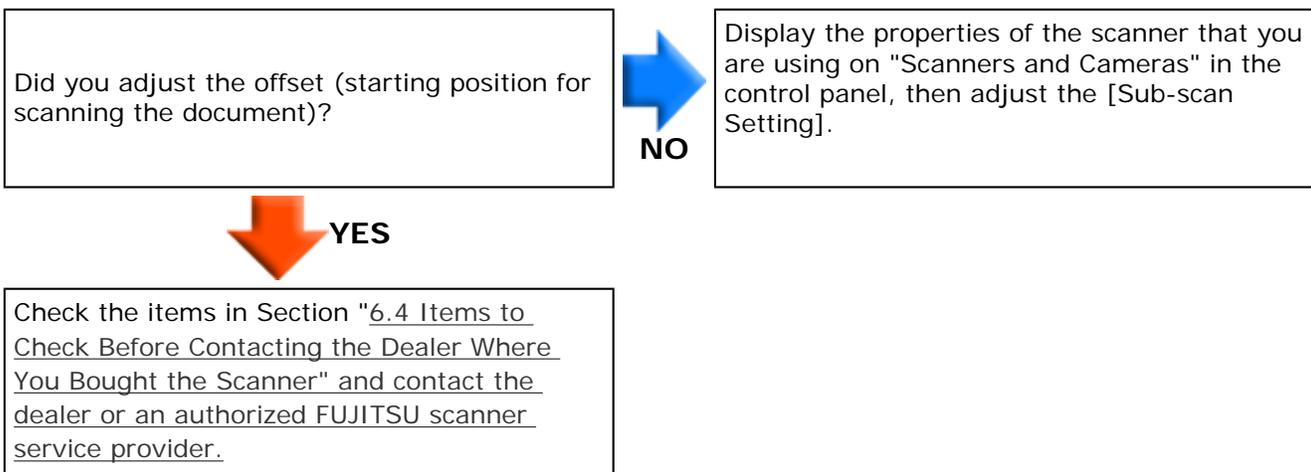
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Symptom: There is a shadow on the leading edge of the scanned images.

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6.4 Items to Check Before Contacting the Dealer Where You Bought the Scanner

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Check the following items before you contact the dealer where you bought the scanner.

General Details

Item	Findings
Model	(Example) fi-6140 For details on model, see " 6.5 Checking Labels on the Scanner. "
Serial No.	(Example) 000001 For details on serial No., see " 6.5 Checking Labels on the Scanner. "
Production date	Month Year 2007-05 (May 2007) For details on production date, see " 6.5 Checking Labels on the Scanner. "
Date of purchase	Month Day Year
Symptom	
Frequency of trouble	
Total scanned pages (ADF)	
Do you have warranty for this product ?	

 **Installation or PC connection issues**
Problem at the time of personal computer connection

Item	Findings
OS (Windows)	
Displayed error message	
Type of interface	(Example) SCSI interface
Interface controllers	(Example) made by Adaptec. SCSI Card 2940AU

Feed system trouble

Item	Findings
Document type	
Main purpose of use	
Last cleaning date	Month Day Year
Last consumables replacement date	Month Day Year
Operator panel status at trouble	

Imaging system trouble

Item	Findings
Type and version of scanner driver	
Type of interface controller	(Example) made by Adaptec. SCSI Card 2940AU
OS (Windows)	
Application software	(Example) ScandAll PRO, Acrobat
Scan type	(Example) Front Side, Back Side, Duplex
Resolution	(Example) 600 dpi, 75 dpi
Image mode	(Example) Color, Grey, Black and white

Other

Item	Findings
Can both the photograph showing the original document conditions and the scanned image be sent by e-mail or Fax?	

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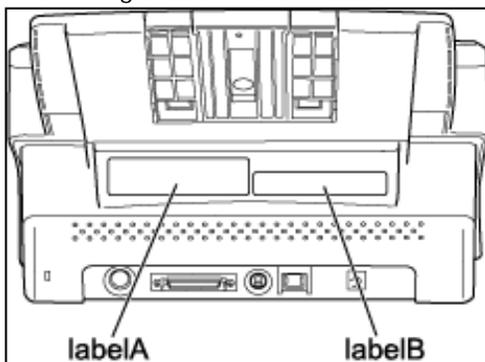
6.5 Checking Labels on the Scanner

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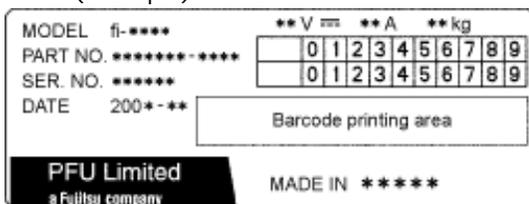
This section describes how to check the labels on the scanner.

Positions of Labels on the Scanner

The following shows where the two labels are located on the scanner.



Label A (example): Indicates scanner information.



Label B (example): Indicates various standards that the scanner conforms with.



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Chapter 7 ADF AND PAPER SPECIFICATION

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This chapter describes the required document size and paper quality for ensuring correct operation when scanning documents on the ADF.

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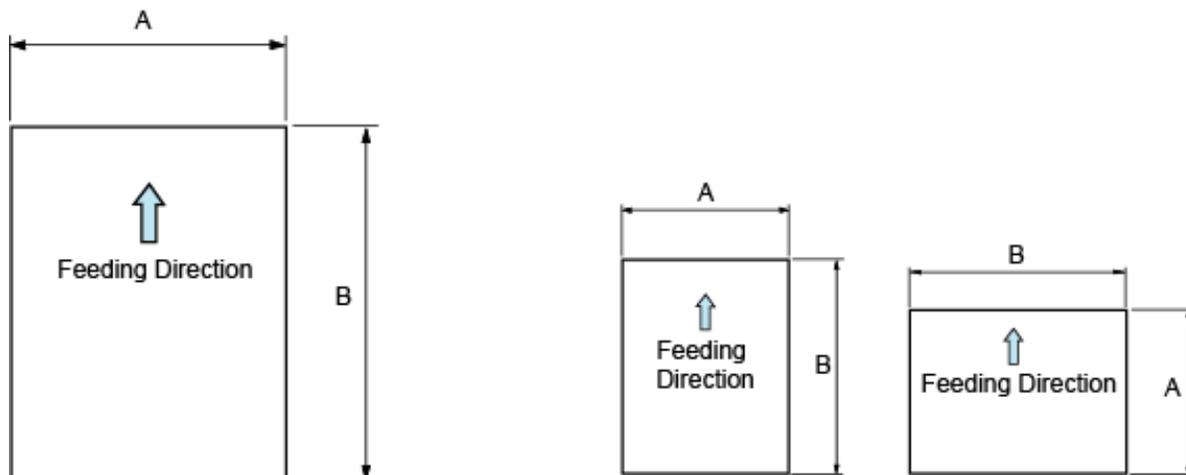
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The following shows the size of documents that can be scanned on the ADF.



Maximum		Minimum	
A	B	A	B
216 (8.5 in)	356 (14 in)	53 (2.1 in)	74 (2.9 in)

(Unit: mm)

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Document Type

The following paper types are recommended for document use:

- Woodfree paper
- Wood containing paper

When using documents of paper type other than the above, check whether or not the document can be scanned by test-scanning a few sheets before executing the actual document.

Any other paper types of documents can be scanned through the Flatbed.

Document Thickness

Paper thickness is expressed by "paper weight." The following shows the paper weights that can be used on this scanner:

- 41 g/m² to 210 g/m²
Only paper weight of 127 g/m² to 210 g/m² is acceptable for A8-size documents.

Precautions

The following documents may not be scanned successfully:

- Documents of non-uniform thickness (e.g. envelopes and photo-attached documents)
- Wrinkled or curled documents (See HINT below.)
- Folded or torn documents
- Tracing paper
- Coated paper
- Carbon paper
- Photosensitive paper
- Perforated documents
- Documents that are not square or rectangular
- Very thin documents
- Photographs

Do not use the following documents:

- Paper-clipped or stapled documents
- Documents on which the ink is still wet
- Documents smaller than A8 in size
- Documents wider than A4 or Letter size (216 mm)
- Documents other than paper such as fabric, metal foil, or transparencies
- Important documents such as certificates and cash vouchers that must not get scratched or become smeared

HINT



- When scanning semi-transparent documents, slide the [Brightness] bar to light to avoid bleed through.
- To prevent the rollers from becoming dirty, avoid scanning documents containing large areas written or filled in pencil. If scanning of such documents is inevitable, clean the rollers more frequently.



ATTENTION

- Carbonless paper contains chemical substances that may harm the Brake roller or paper-feeding rollers (e.g. Pick roller) when documents are fed. Pay attention to the following:

Cleaning:

If document jams occur frequently, clean the Brake roller and the Pick roller.

For details on cleaning the Brake roller and the Pick roller, see Chapter "[4. DAILY CARE](#)."

Replacing parts:

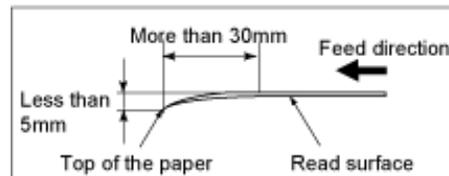
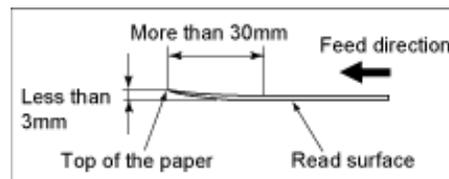
The service life of the Brake roller and the Pick roller may be shortened compared to that of the rollers used for scanning wood containing paper documents.

- If paper containing wood is scanned, the service life of the Brake roller and the Pick roller may become shorter than that of the rollers used for scanning only woodfree paper.
- The Brake roller or Pick rollers of the scanner could be damaged if photographs or sheets of paper attached to the scanned document have contact with the Brake or Pick rollers during scanning.
- Scanning documents of calendered paper such as photographs may damage the surface of them.



HINT

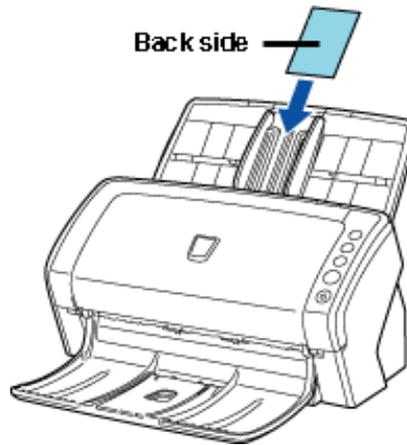
When using the ADF, the leading edge of all document sheets must be evenly aligned. Make sure that curling at the leading edge is within the following tolerances:



ATTENTION

This scanner can scan ID cards through the Automatic Document Feeder. Follow the precautions below.

- You can place up to three cards at a time into the Automatic Document Feeder. If the card is embossed (i.e., a card with raised lettering), place one card at a time.



- It is recommended that the front side of the card be placed face down in the Automatic Document Feeder.
- The card to be scanned should be within the ISO7810 compliance, type ID-1.
 - Dimensions: 3.4 inch (height) x 2.1 inch (width)/ 86 mm x 54 mm
 - Thickness: 0.056 inches / 1.4 mm or less
 - Material: PVC (Poly vinyl chloride) or PVCA (Polyvinyl chloride acetate)
 - Note: Before scanning your card, test with a dummy card of the same material to see if it can be fed into the ADF properly.
- Cards that are excessively rigid or less flexible may not feed smoothly and excessive noise may occur.
 - Note: If the cards do not feed smoothly, try:
 - Scanning one card at a time.
 - Enabling [Automatic Paper Size Detection]. For how to configure this setting, see Section "[3.10 Correcting Skewed Documents.](#)"
 - Raising the resolution.
- Cards should be clean from oil and without labels.
- Cards cannot be scanned when the imprinter is installed.

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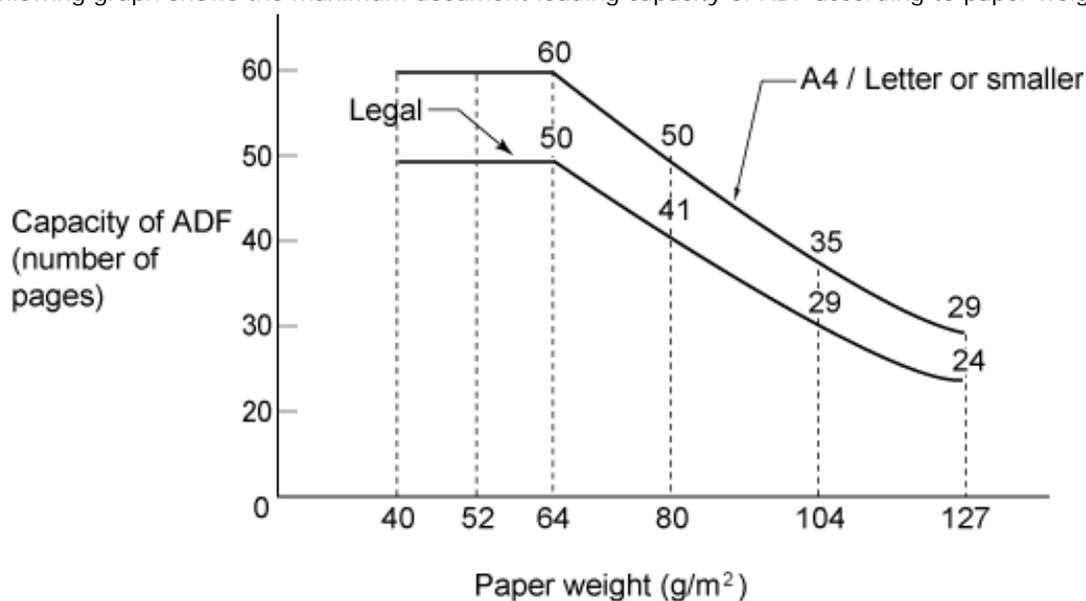
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7.3 Maximum Document Loading Capacity

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The maximum number of sheets that can be loaded on the ADF paper chute is determined by the size and weight of the document. The following graph shows the maximum document loading capacity of ADF according to paper weight.



Unit	Conversion							
g/m ²	40	52	64	75	80	90	104	127
lb	11	14	17	20	21	24	28	34
kg	35	45	55	64.5	69	77.5	90	110

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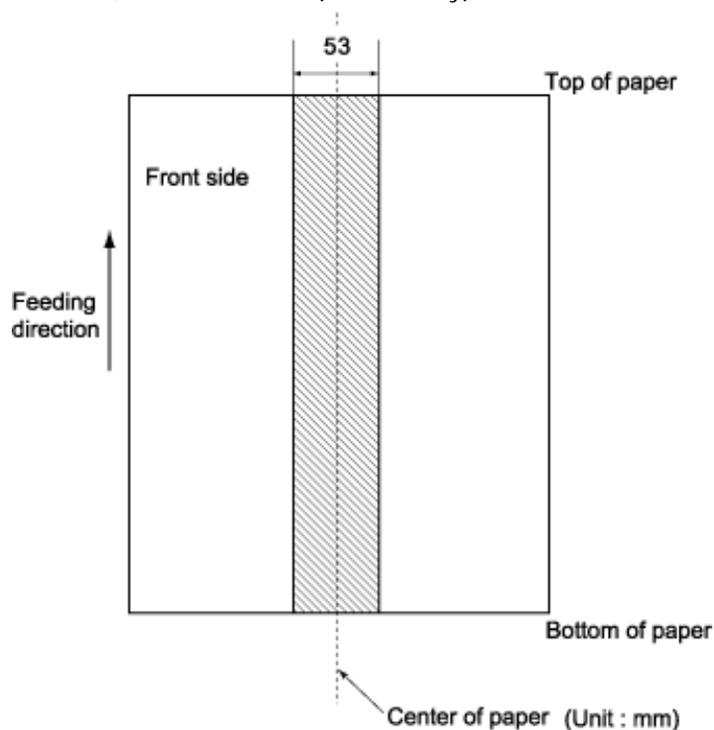
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When using the ADF, document trouble might occur if there are punched holes in the shaded area in the following figure. If hole-punched documents must be scanned, use the Flatbed (fi-6240 only).



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7.5 Multifeed Detection Conditions

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There are three multifeed detection modes: document overlapping, document length, and both document thickness and length. The following conditions must be satisfied in each of these detection modes.

Detection by Document Overlapping

Sheets of the same thickness shall be set in the ADF at a time.

- Document thickness: 0.05 to 0.26 mm
- Punched holes are not allowed within 53 mm (2.12 in) of the vertical center line of the document.
- Other paper shall not be glued within 53 mm (2.12 in) of the vertical center line of the document.

Detection by Document Length

Sheets of the same length shall be set in the ADF at a time.

- Document length deviation: 1% or less
- Punched holes are not allowed within 53 mm of the vertical center line of the document.

Detection by Document Overlapping and Length

Sheets of the same thickness and length shall be set in the ADF at a time.

- Document thickness: 0.05 to 0.26 mm
- Document length deviation: 1% or less
- Punched holes are not allowed within 53 mm (2.12 in) of the vertical center line of the document.
- Other paper shall not be glued within 53 mm (2.12 in) of the vertical center line of the document.



ATTENTION

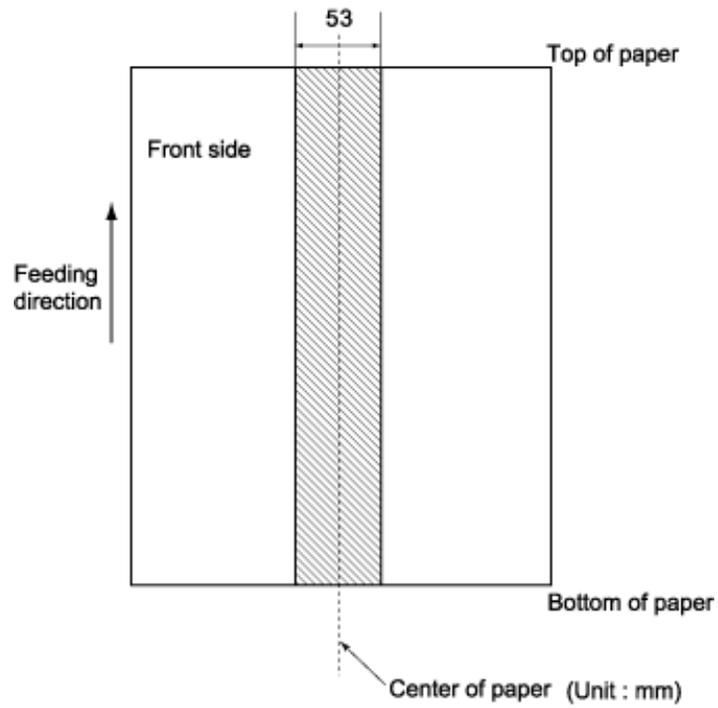
Multifeed detection by overlap will often mis-detect very thick paper or plastic document. When scanning documents like this, disable the multifeed detection.



HINT

The type of document and document conditions sometimes cause the multifeed detection rate to drop. The multifeed detection is not available in the area about 30 mm from the leading edge of the document.

Multifeed detection monitoring area



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Chapter 8 SCANNER SETTINGS

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This chapter explains the how settings can be done for the scanner using the Software Operation Panel.

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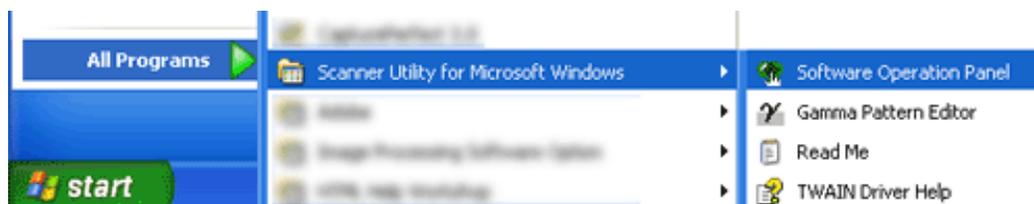
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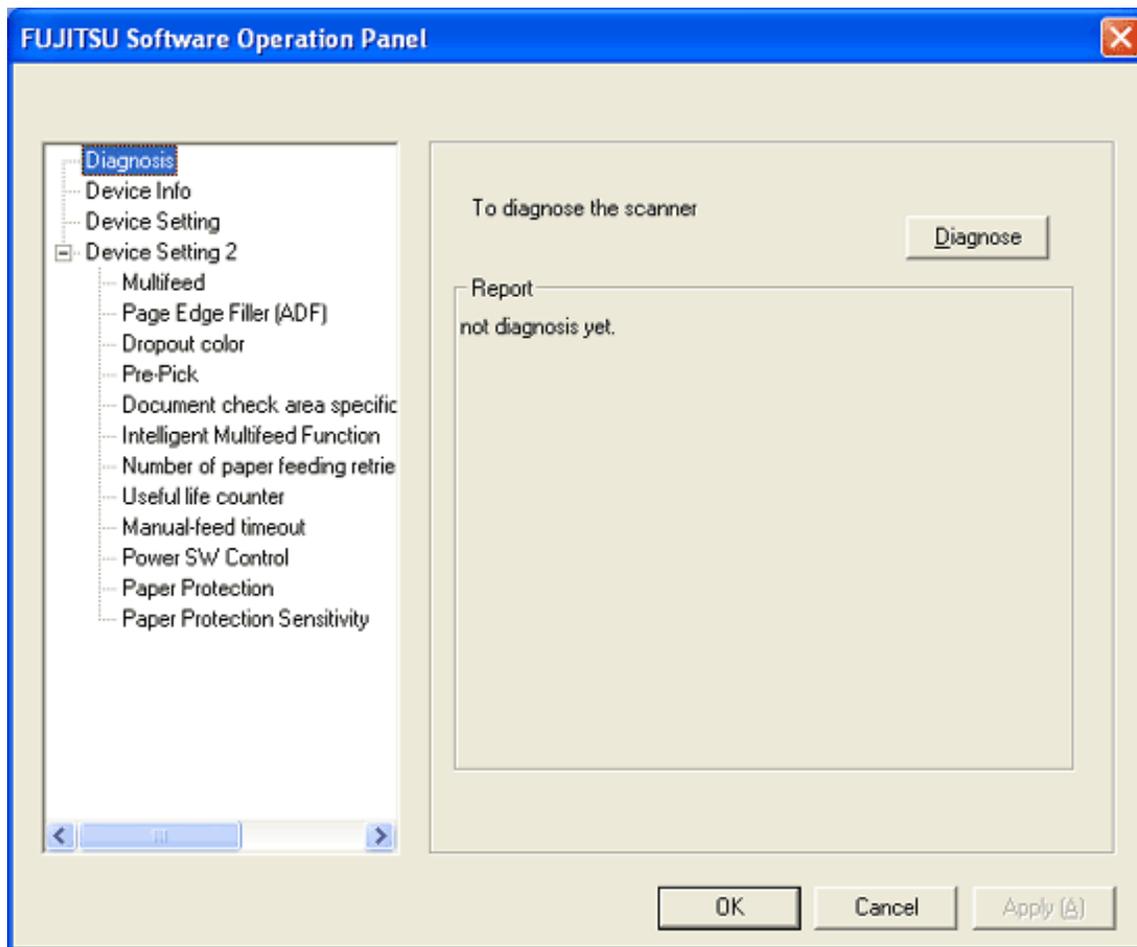
The Software Operation Panel (SOP) will be installed together with the scanner driver (TWAIN/ISIS). With this application, you can configure settings and functions for the fi-6140 and the fi-6240.

Start up the Software Operation Panel

1. Confirm if the scanner is connected correctly to the PC, then power on the scanner.
2. From the [Start] menu, select [All Programs] → [Scanner Utility for Microsoft Windows] → [Software Operation Panel].



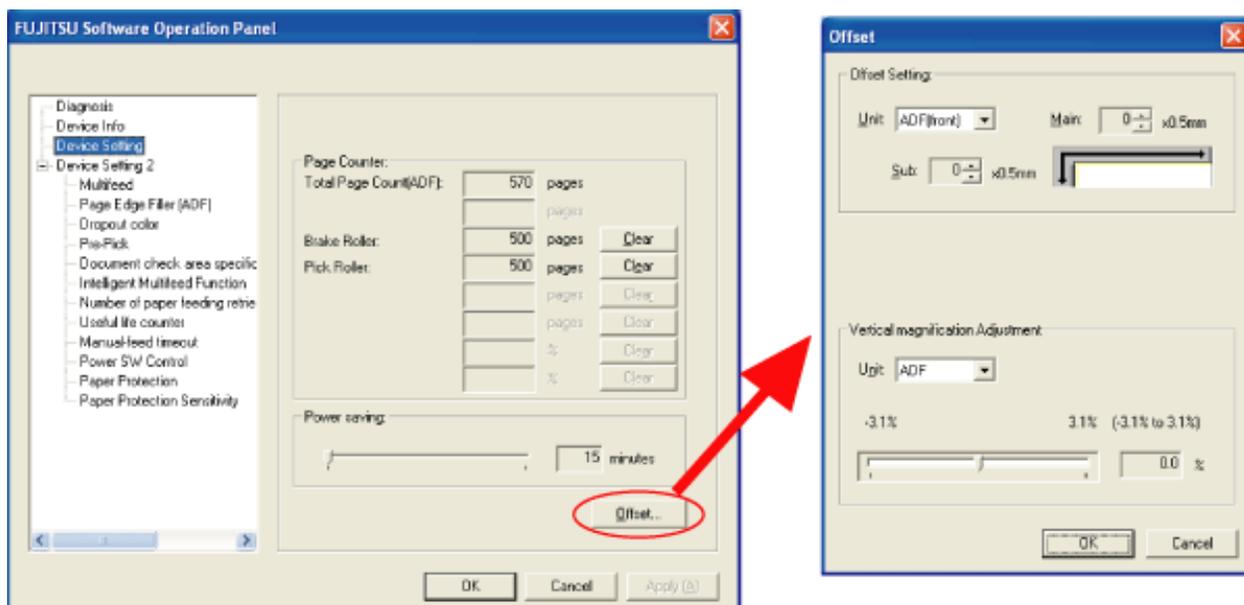
→ The [Software Operation Panel] window appears.



Settings

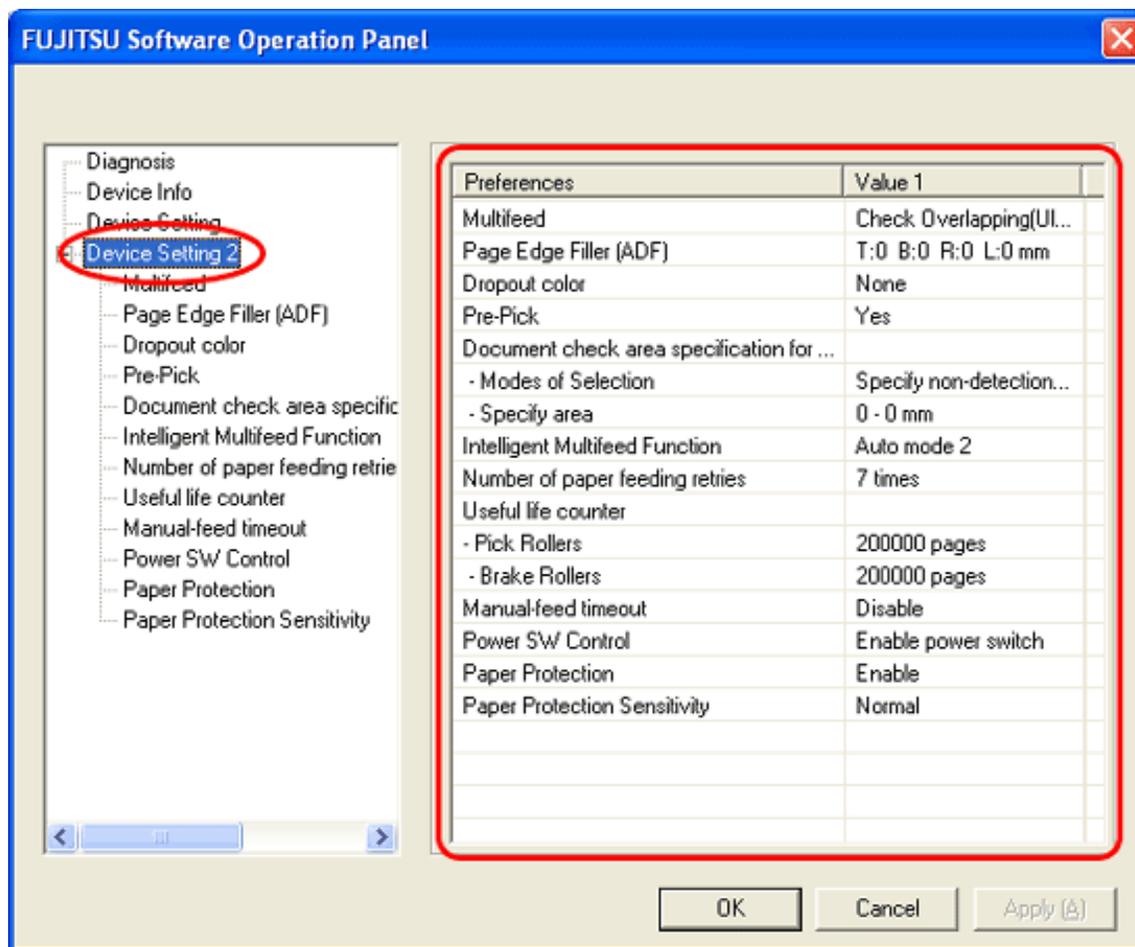
Using the Software Operation Panel, you can configure the following settings for the scanner connected to the PC.

[Device setting]

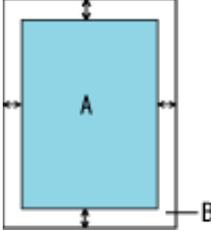


Item	Explanation	Selectable parameter	Default
<u>Page counter</u> (Consumables counter)	For evaluating the consumable replacement cycle. Use this function to reset the counters after replacing consumables.	Pick roller/Brake roller/remaining ink level (only for the imprinter option)	—
<u>Power saving setting</u>	Select the waiting time before entering the Power saving mode.	Setting range 15 to 55 minutes (set in steps of 5 min.)	15 min.
<u>Offset setting</u>	Adjust the start position for the document scanning.	Up down/Left right: setting range -2 to 2 mm (set in 0.5 mm steps)	Up down/ left right : 0 mm
<u>Scan scale</u>	Adjust the magnification in the feeding direction.	Setting range -3.1% to 3.1% (set in 0.1% steps)	0%

Device settings 2



Selecting each item displays detailed settings (parameters) in the right part of the dialog box.

Item	Explanation	Selectable parameter	Default
<u>Multifeed</u>	Select the method to detect Multifeed. (Check either of overlapping or document length, or both of document length and overlapping)	None/Check Overlapping [Ultrasonic]/ Check Length/Check Overlapping and Length. Selectable length (to be detected as length difference): 10, 15 or 20 mm	Check overlapping
<u>Page edge filler</u>	Fill the end sections of a specified-mm-wide with white or black on the scanned image. When the backing (background) color is white, the end sections are filled with white; and when the background color is black, filled with black.	ADF: Top/left/right: 0-15 mm Bottom: -7 to 7 mm (can be set in increments of 1 mm) FB: Top/bottom/left/right: 0-15 mm  (A: Image area B: Filled area A+B: Area to be output)	Top/Bottom/ Left/Right: 0 mm
<u>Dropout Color</u>	Drop out a preselected color for the scanned image. (Binary black & white/ grayscale mode only)	Red/Green/Blue/None	Green
<u>Prepick</u>	To give a higher priority to processing speed, select [Yes], if not, select [No].	Yes/No	Yes
<u>Document check area specification for Multifeed Detection</u>	Selected range: This is checked when limiting the range of detecting multifeeds. You can determine if multifeed detection is enabled or disabled in the specified area.	Checking of selected range	Do not check
		Enable/Disable (when the selected range is checked)	Disable
	Start: The start point of the check area in length (mm) from top edge of the document is specified.	0 to 510 mm (with 2 mm increment)	0 mm
End: The end point of the check area in length (mm) from top edge of the document is specified.	0 to 510 mm (with 2 mm increment)	0 mm	

Intelligent Multi-feed Function <u>"8.8 Intelligent Multifeed Setting"</u>	If photograph or something is pasted on the document and its size and/or position are same, you can easily let the scanner memorize its size and/or position just scanning the document. To use this function, you need to specify [Check overlapping] at [Multifeed detection] by the procedure in Section " <u>8.4 Multifeed Detection.</u> "	Manual mode/Auto mode 1/Auto mode 2	Manual mode
<u>Number of paper feeding retries</u>	Specify the picking retry times when picking fails during scanning.	1 to 12	7
<u>Useful life counter</u>	When the Page counter (Consumable counter) described in Section " <u>5.2 How to Check and Reset the Consumables Counters</u> " exceeds the value specified here, the counter background color becomes yellow.	For each consumable 10,000 to 2,550,000 with 10,000 increment	200,000
<u>Timeout for manual feeding</u>	Specify the standby time period. After the predetermined time period has elapsed, manual feeding mode is canceled.	Disable/Enable When enabled: 5, 10, 20, 30, 40, 50, 60, 70, 80, 90, 100, 110 (seconds)	Disable
<u>Power SW Control</u>	Specify whether or not to enable power switch.	Enable power switch/Disable power switch	Enable power switch
<u>Paper Protection</u>	Specify whether or not to enable Paper Protection.	Enable/Disable	Enable
<u>Paper Protection Sensitivity</u>	Specify the level of detecting paper jams at ADF.	Low/Normal/High	Normal

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8.2 Power Saving Setting

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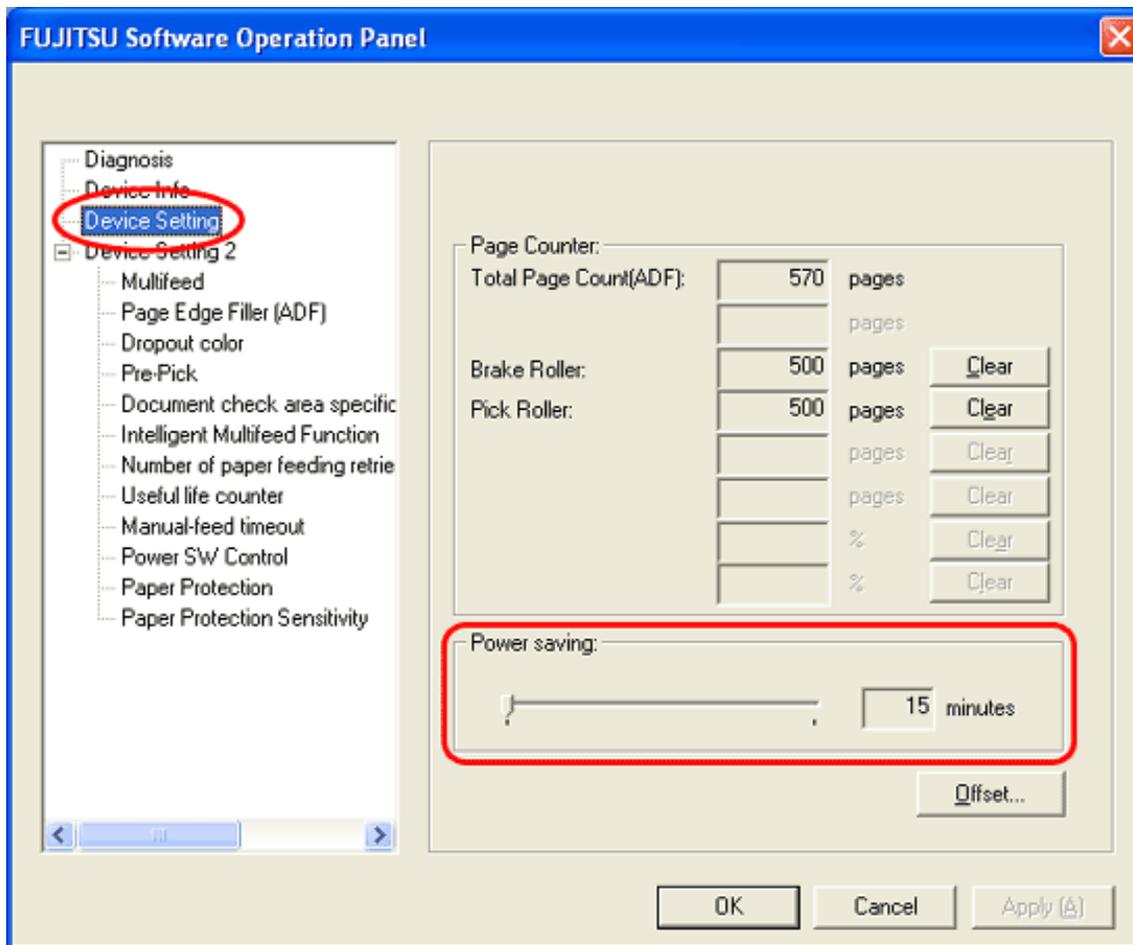
This scanner switches to Power saving mode automatically to save power consumption when it remains unused for a certain time.

To configure the Power saving mode, do the following:

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting] from the left side list in the window.



3. Use the slide control bar to set the waiting time before entering the power saving mode.

You can set the waiting time in the range of 15 to 55 minutes (in steps of 5 min.).



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8.3 Offset/Scan Scale

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When the position of the scanned image is not correct or the image is elongated, use the following procedure to adjust the Offset and the Scan scale for correction.



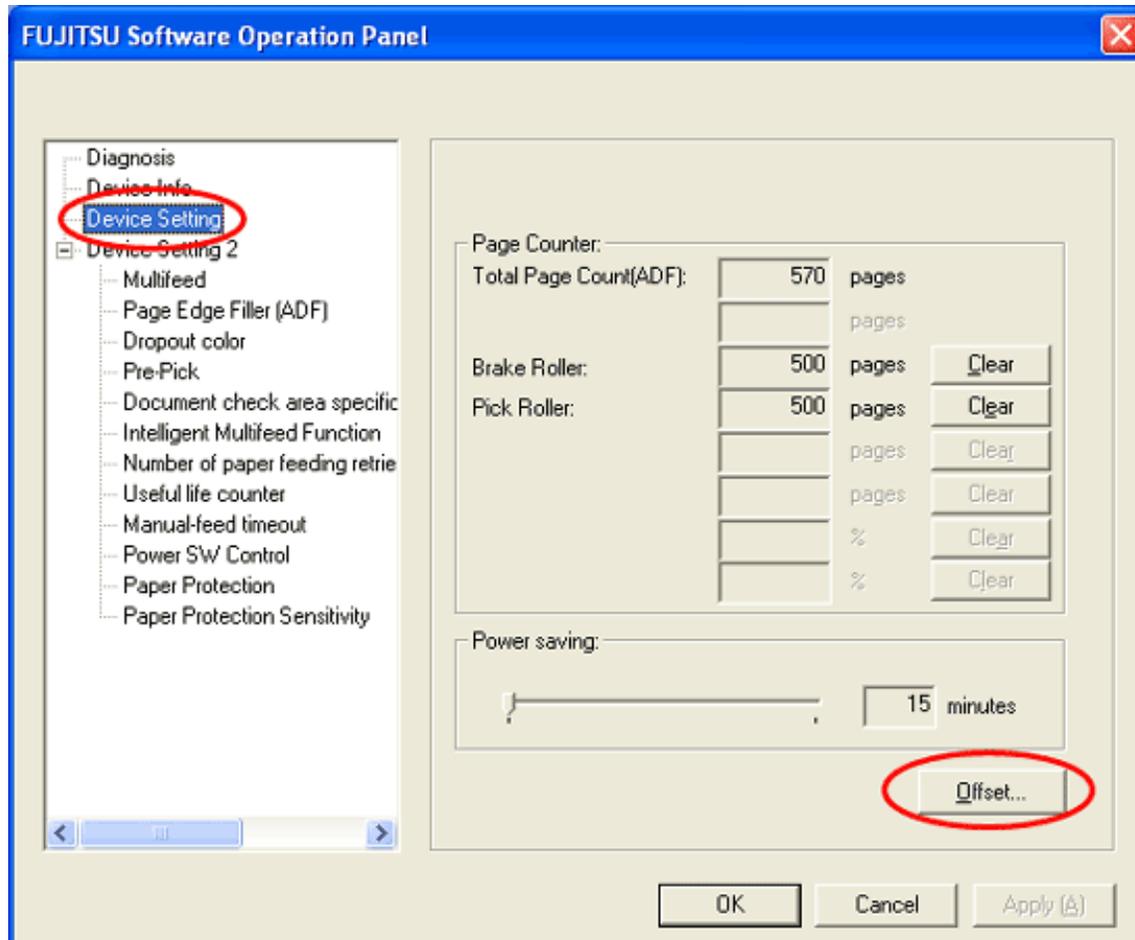
ATTENTION

The factory default settings are appropriate, so normally there is no need to make any adjustment.

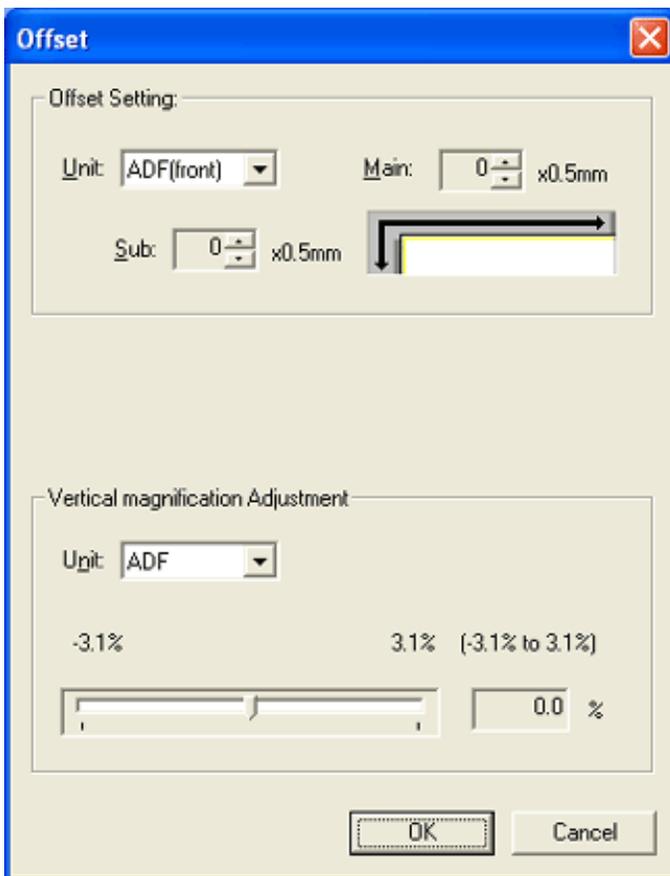
1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting] from the left side list in the window, and click [Offset].



3. Adjust the Offset/Scan scale as necessary.



Offset setting

Target

Select ADF front, ADF back, or FB as target.

Horizontal

Adjusts the horizontal Offset.
Setting range -2 mm to +2 mm, in steps of 0.5 mm.

Vertical

Adjusts the vertical Offset.
Setting range -2 mm to +2 mm, in steps of 0.5 mm.

Scan scale setting

Target

Select ADF or FB as target.

Vertical

Adjusts the vertical (document length) Scan scale.
Setting range -3.1% to +3.1%, in steps of 0.1%.



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8.4 Multifeed Detection

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"Multifeed" is a feeding error that occurs when two or more sheets in the ADF paper chute are fed simultaneously into the scanner.

If you continue scanning document without knowing this multifeed error, you could skip some of important data while scanning the document.

The Multifeed Detection function this scanner provides can prevent such troubles.

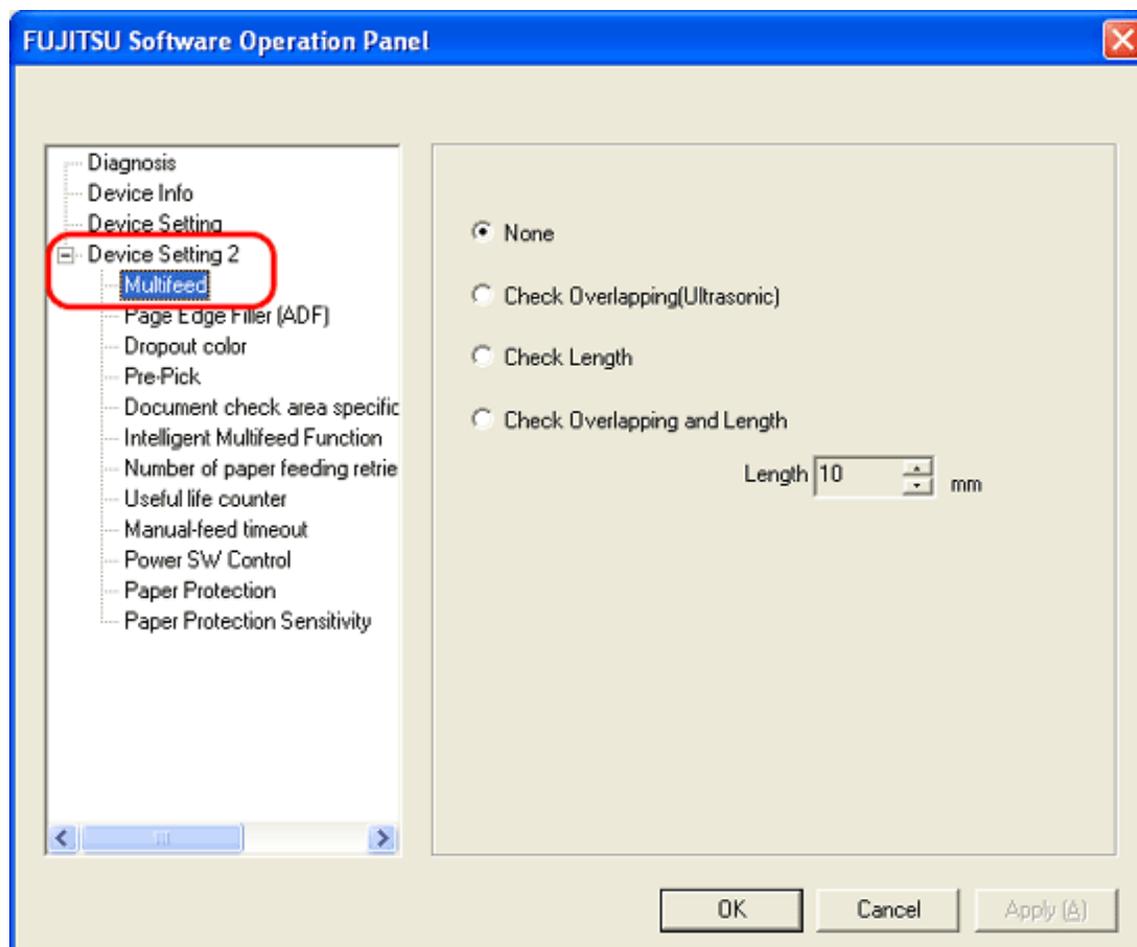
With the Multifeed Detection, the scanner indicates a message and halts the scanning immediately when a multifeed is detected. (Note that the Multifeed Detection is not available for the range about 30 mm from the leading edge of document.)

Configure the settings for the Multifeed Detection as follows.

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from the left side list in the window, and select [Multifeed] from its lower level.



3. Select a detection option.



None

Does not detect multifeeds.



Check Overlapping(Ultrasonic)

Detects multifeeds by checking for document overlapping.

When this option is selected, the following two more detection options can be set:

- You can specify the multifeed detection range by the length from the leading edge of document. To specify this, go to Step 4.
- If two or more sheets of paper of the same size are stuck on the same position of the document, you can cancel the Multifeed Detection for that area. To use this function, go to Section "[8.8 Intelligent Multifeed Setting](#)" or Section "[3.18 Not Detecting Multifeed for Fixed Format.](#)"



Check Length

Detects multifeeds by monitoring the difference of the document length.



Check Overlapping and Length

Detects multifeeds when both [Check Overlapping(Ultrasonic)] and [Check Length] are selected.



Length

Select 10, 15, or 20 mm as the document length difference, which is to be considered as a Multifeed, when [Check Length] is selected. If the detected document length does not reach the selected length, it will be recognized just as an error, and thus will not be recognized as a Multifeed.

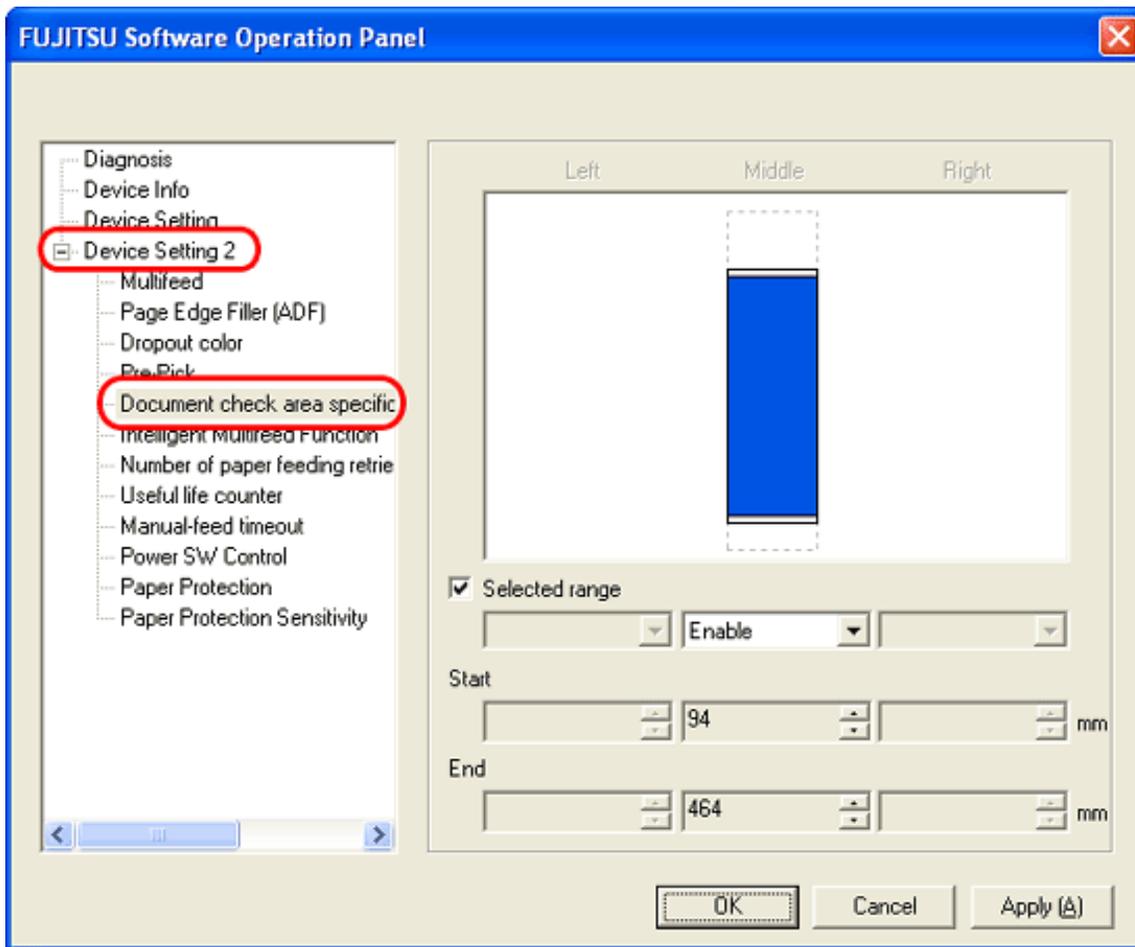


ATTENTION

- When scanning documents of different lengths together in the same stack, select [Checking Overlapping(Ultrasonic)].
- If something like stamps, memos or photos is glued to the document, it may be recognized as a Multifeed when selecting [Checking Overlapping(Ultrasonic)]. When scanning such a document, select [Checking Length] instead. Note you can also select [Checking Overlapping(Ultrasonic)] if you want to limit the detection range.
- The settings above can be made on the scanner driver setting window as well. (In this case, the settings configured in the scanner driver setting window is given a priority.)

The following settings are available only when [Check Overlapping(Ultrasonic)] above is selected.

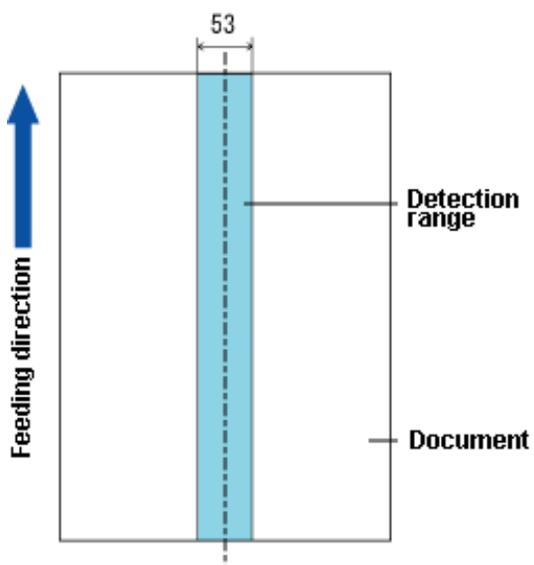
4. Select [Device Setting 2] from left side list in the window, and select [Document check area specification for Multifeed Detection] from its lower level. Mark the [Selected Range] checkbox in this dialog box.



5. Specify the detection range.

Selected Range

To specify the following detection range, you need to mark this checkbox first.



Unit: mm

Mark this checkbox to enable the settings configured in this dialog box. Otherwise, let the checkbox unmarked. Clearing this checkbox sets both the starting and ending positions to "0", making the whole range of the document to be checked for multifeeds.

**Disable**

Disables the Multifeed Detection for the specified range.

**Enable**

Enables the Multifeed Detection for the specified range.

**Start**

Specify the starting position of the detection range from the leading edge of the document.

The configurable area is from 0 to 510 mm in 2 mm increments, where the starting position is less than the ending position.

**End**

Specify the ending position of the detection range from the leading edge of the document.

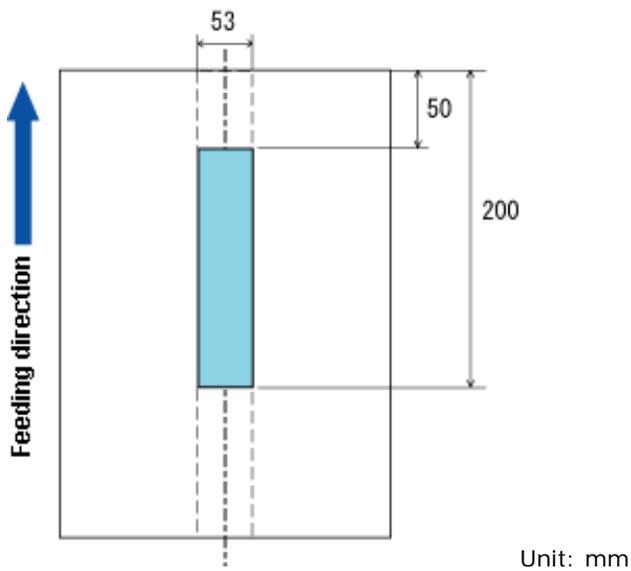
The configurable area is from 0 to 510 mm in 2 mm increments, where the starting position is less than the ending position.

**HINT**

- Once the starting and ending positions are set to "0", the whole range of the document will be checked for multifeeds regardless of whether "Enable" or "Disable" is selected under [Selected Range].
- To disable the Multifeed Detection for the whole range of the document, select [Disable] and configure the settings so the starting position will be "0", and the ending position be equal to or not smaller than the "document length."
- If the starting position is set larger than the document length; with [Disable], the whole range covering the entire document length will be checked; with [Enable], the Multifeed Detection will be disabled.
- To detect multifeeds, the detection range should be specified with at least 5 mm in length. Configure the settings so the ending position minus the starting position be 6 mm or more.
- You can also specify the starting and ending positions in either of the following ways:
 - Create a square or rectangle to indicate the detection range by dragging your mouse pointer in the setting window.
 - Drag the handle for the detection range to change the starting and ending positions using the mouse pointer in the setting window.

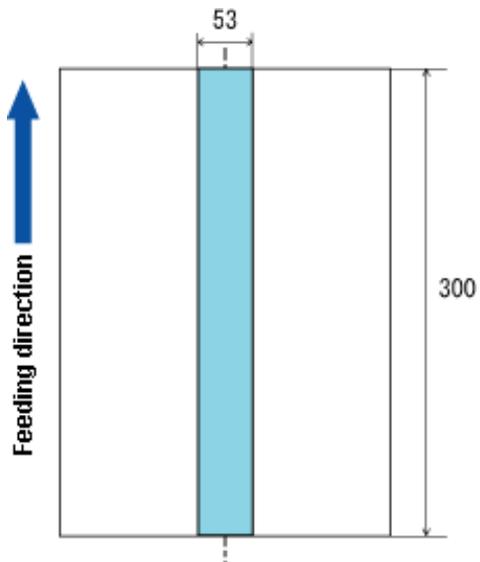
Setting Example 1

Selected Range=Enable, Start=50mm, End=200mm



Setting Example 2

Selected Range=Enable, Start=0mm, End=0mm

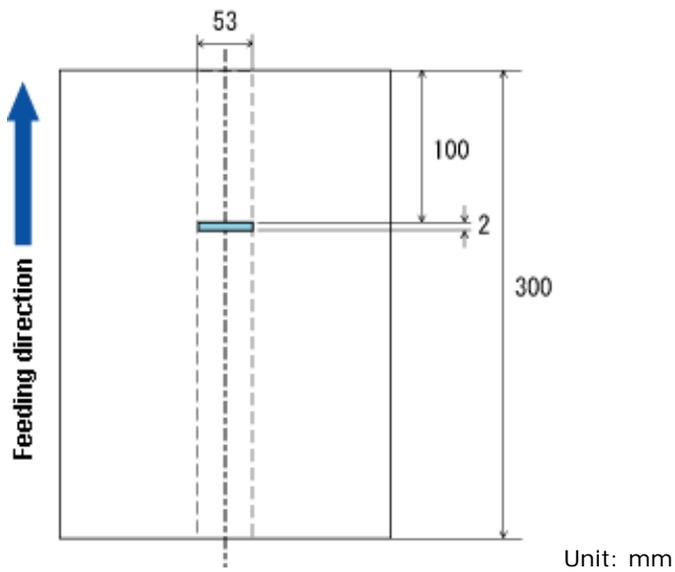


HINT

When [Check Overlapping(Ultrasonic)] is selected, the multifeed detection ratio may drop if the document sheet(s) are glued or electrostatically adhered to each other.

Setting Example 3 (Bad Example)

Selected Range=Enable, Start=100mm, End=102mm



* Since the detection range (length) is less than the minimum value (5 mm), the Multifeed Detection cannot be performed correctly.

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8.5 Page Edge Filler

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Depending on the state of the documents, the shadow of the scanned document appears in the end portion of the output image and black thin lines may be generated.

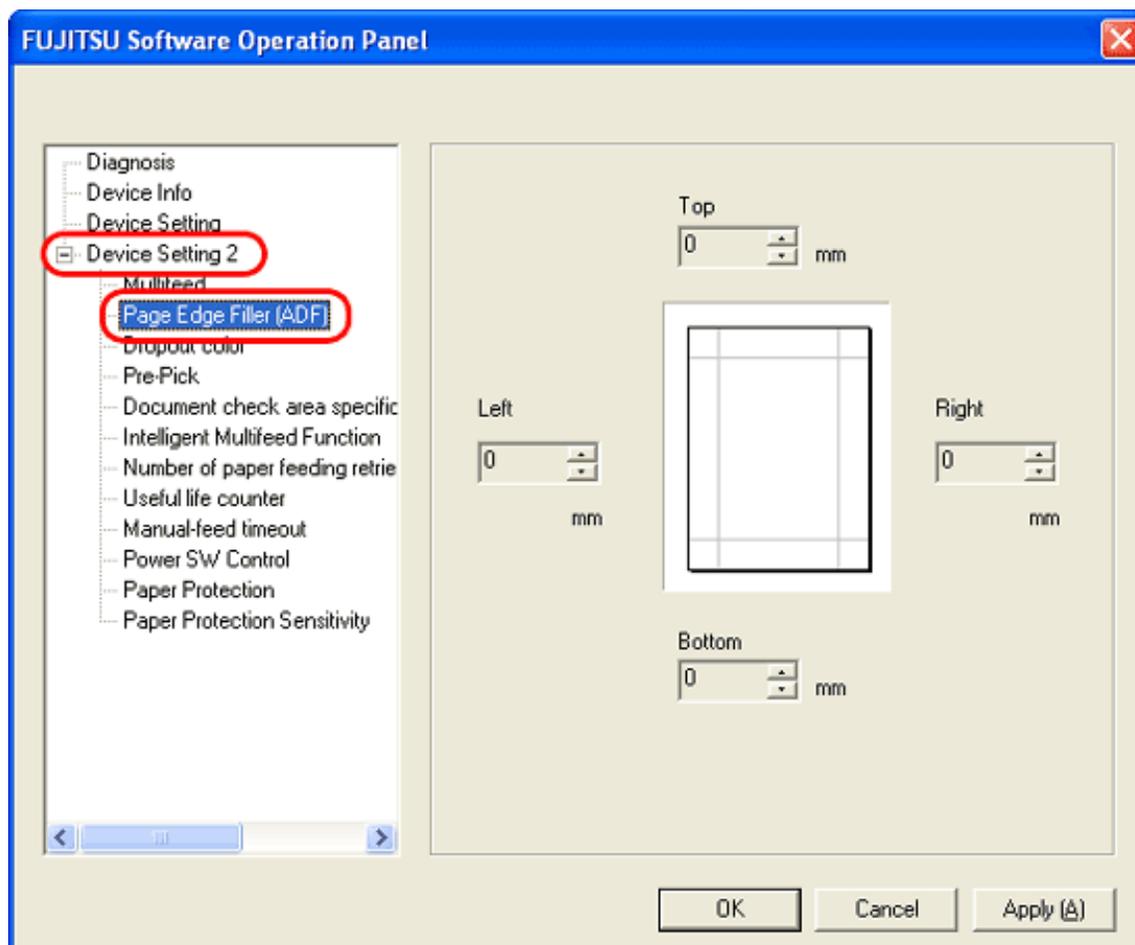
If this is the case, you can improve the output image by using the "Page Edge Filler" function. This function fills the end portion of the image so that it looks clean.

Configure the settings for the Page Edge Filler as follows:

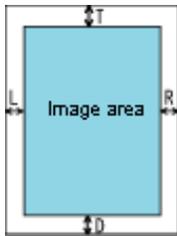
1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Paper Edge Filter (ADF)] from its lower level.



3. Specify the length for each end section; top, bottom, right, and left, to fill the end sections.



	ADF	FB
T:	Top edge=0 to 15 mm	Top edge=0 to 15 mm
D:	Bottom edge=-7 to 7 mm	Bottom edge=0 to 15 mm
R:	Right edge=0 to 15 mm	Right edge=0 to 15 mm
L:	Left edge=0 to 15 mm	Left edge=0 to 15 mm
	(can be set in increments of 1 mm)	(can be set in increments of 1 mm)

The specified areas are filled with white when the backing (background) is white, and with black when the backing is black.



HINT

Unless otherwise specified, the background color is white. You can also change it to the "Black background" using the scanner driver. If you are using the TWAIN driver, do the following to change the background color to black: Select the [Option] button, and then select [Black background] from [Automatic Size and Skew detection] on the [Rotation] tab.



ATTENTION

Note that if the Page Edge Filler is too wide, some characters in the vicinity of the boundary may be cut out.

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8.6 Dropout Color

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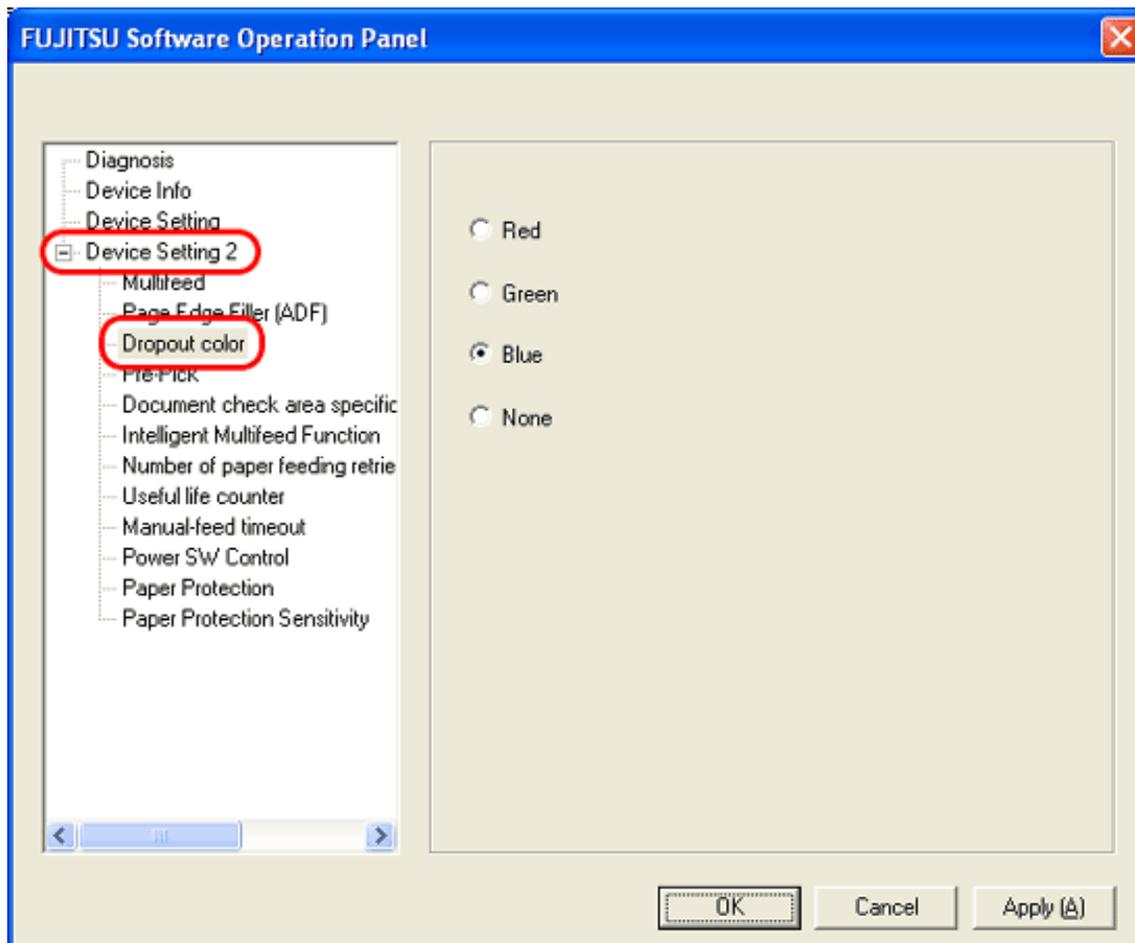
By using the "Dropout Color" function, you can scan documents with the specified color removed from the light's three primary colors, or red, green, blue. (This function is available for the binary black and white setting as well as the grayscale setting.) For example, you can scan only the black part of letters when scanning the document containing black letters each with a green frame.

Configure the settings for the Dropout Color as follows:

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Dropout Color] from its lower level.



3. Select a color to drop out.

Red, Green, Blue	Red, green, or blue is dropped out.
None	No dropout occurs.



ATTENTION

- The Dropout Color setting can also be configured using the scanner driver setting window. (The scanner driver setting window is given a priority over Software Operation Panel.)
- When configuring the setting through Software Operation Panel, you cannot select other colors than red, green, and blue. If you want to drop out any other colors, use the scanner driver setting window.
For details on how to configure settings through the scanner driver setting window, see Section "[3.7 Excluding a Color from Images \(Dropout Color\)](#)."

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8.7 Pre-Pick

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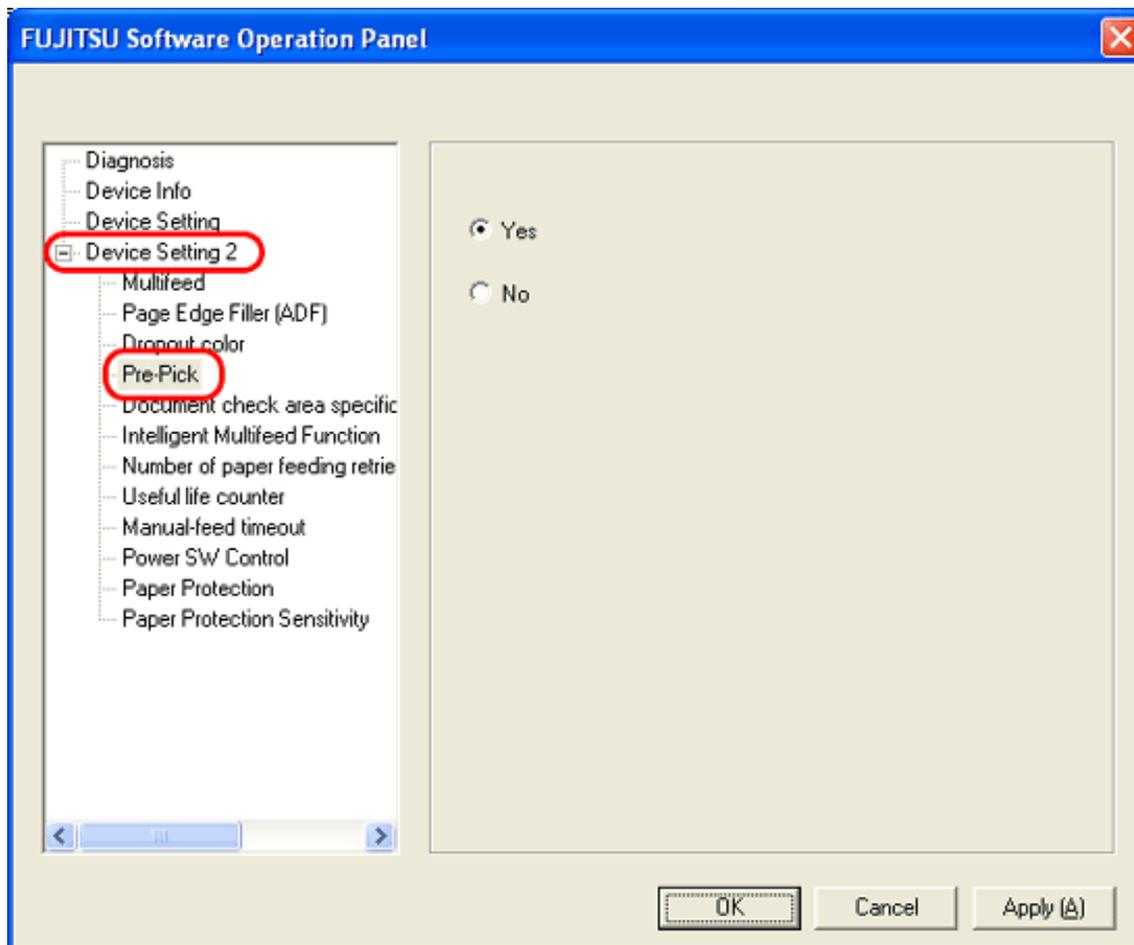
To scan documents consecutively, you can previously pick the document to be scanned next. This operation is called Pre-Pick. By enabling Pre-Pick, the time interval between the scanning of two separate documents can be shortened.

Configure the settings for the Pre-Pick as follows:

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Pre-Pick] from its lower level.



3. Select [Yes] or [No] for Pre-Pick.

Select [Yes] to make Pre-pick valid, and select [No] to make it invalid.



HINT

- By enabling Pre-Pick, faster scanning can be achieved.
- While Pre-Pick is valid, if you cancel scanning in process, you have to reload the document after ejecting all the pre-picked document.
- This setting is also available by scanner driver setting. (In this case scanner driver setting has a priority.)

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8.8 Intelligent Multifeed Setting

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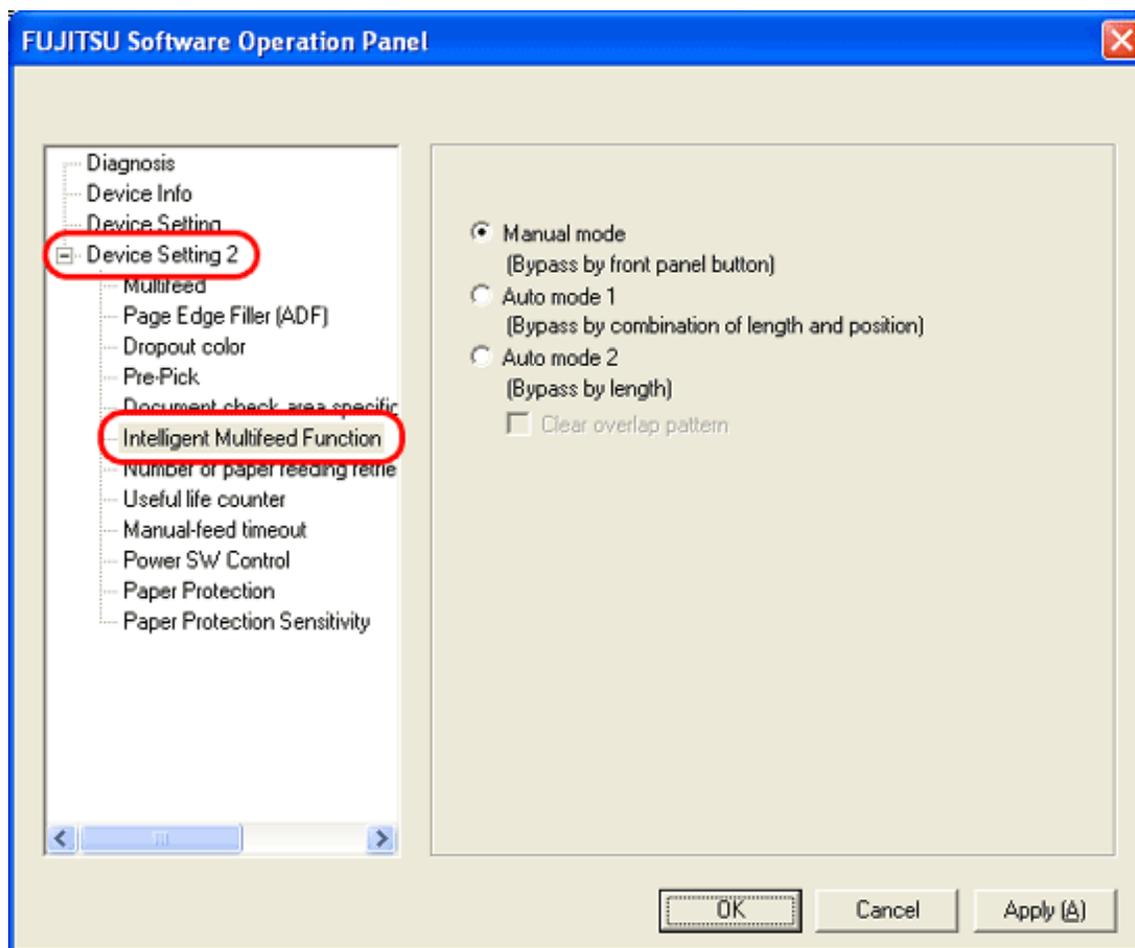
If two or more sheets of paper of the same size are stucked on the same position of the document, you can easily let the scanner memorize the size and/or position just not to detect multifeeds in that area. To use this function, you need to specify [Check Overlapping(Ultrasonic)] at [Multifeed detection] by the procedure in Section "8.4 Multifeed Detection" in advance.

Configure the settings for the Intelligent Multifeed function as follows:

1. Start up the Software Operation Panel.

See Section "8.1 Scanner Settings."

2. Select [Device Setting 2] from left side list in the window, and select [Intelligent Multifeed Function] from its lower level.



3. Select one of the following options and click the [OK] button. Refer to Section "3.18 Not Detecting Multifeed for Fixed Format."

 **Manual mode**

In this mode, when the scanner detects a multifeed and stops document feeding, you can reload the document from the ADF paper chute and specify whether or not to bypass the Multifeed Detection. Note that the scanner does not memorize the position and size of the paper attached to the document.

 **Auto mode 1**

When the scanner detects a multifeed and stops document feeding, reload the document from the ADF paper chute. In this mode, the scanner memorizes the position and size of the paper attached to the document when a multifeed was detected for the first time. If this pattern is determined to be a multifeed, the Multifeed Detection will be bypassed from the next scanning and on.

 **Auto mode 2**

When the scanner detects a multifeed and stops document feeding, reload the document from the ADF paper chute. In this mode, the scanner memorizes the size of the paper attached to the document when a multifeed was detected for the first time. If this pattern is determined to be a multifeed, the Multifeed Detection will be bypassed from the next scanning and on.

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8.9 Paper Feeding Retry Times

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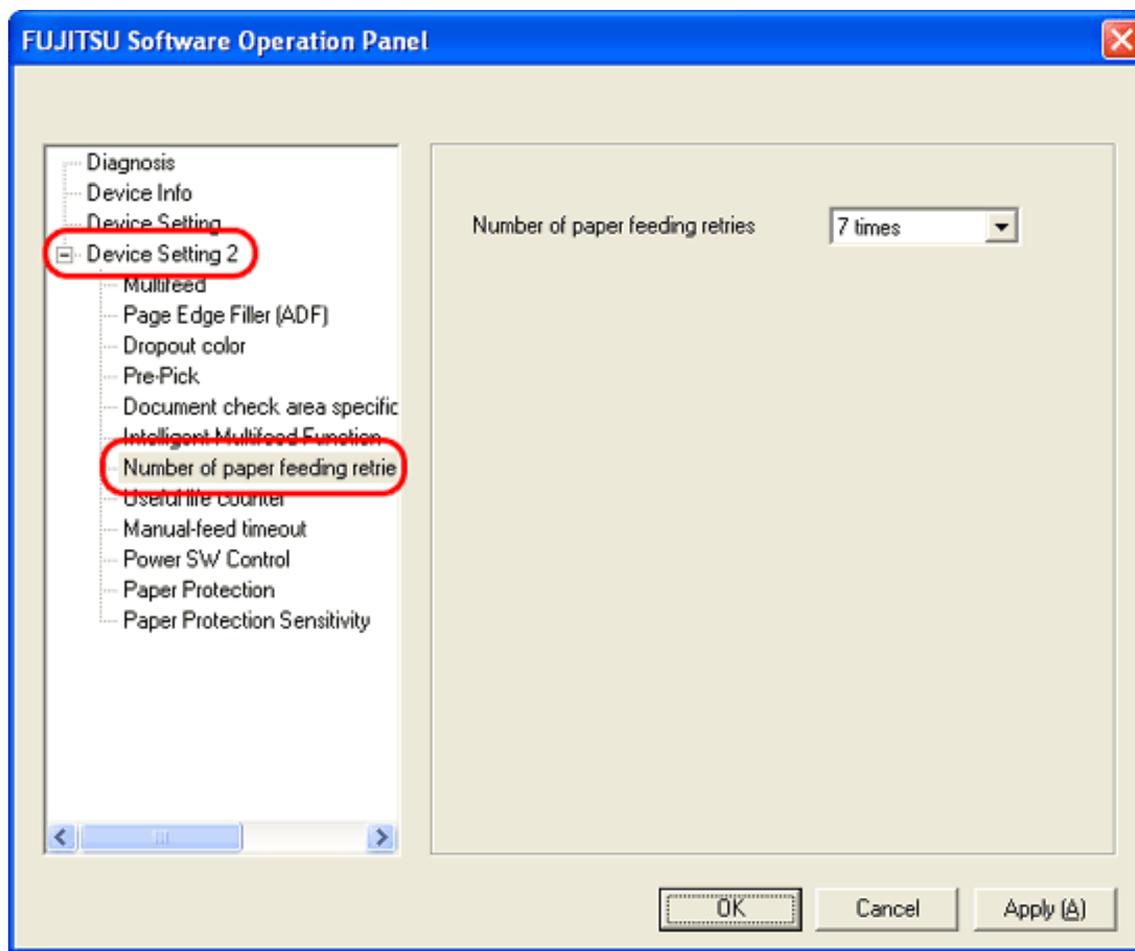
You can specify this feature to reduce the number of times paper feeding (picking) is to be retried.

Configure the number of paper feeding retry times as follows.

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Number of paper feeding retries] from its lower level.



3. Specify the retry times from 1 to 12.



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8.10 Life Counter Setting

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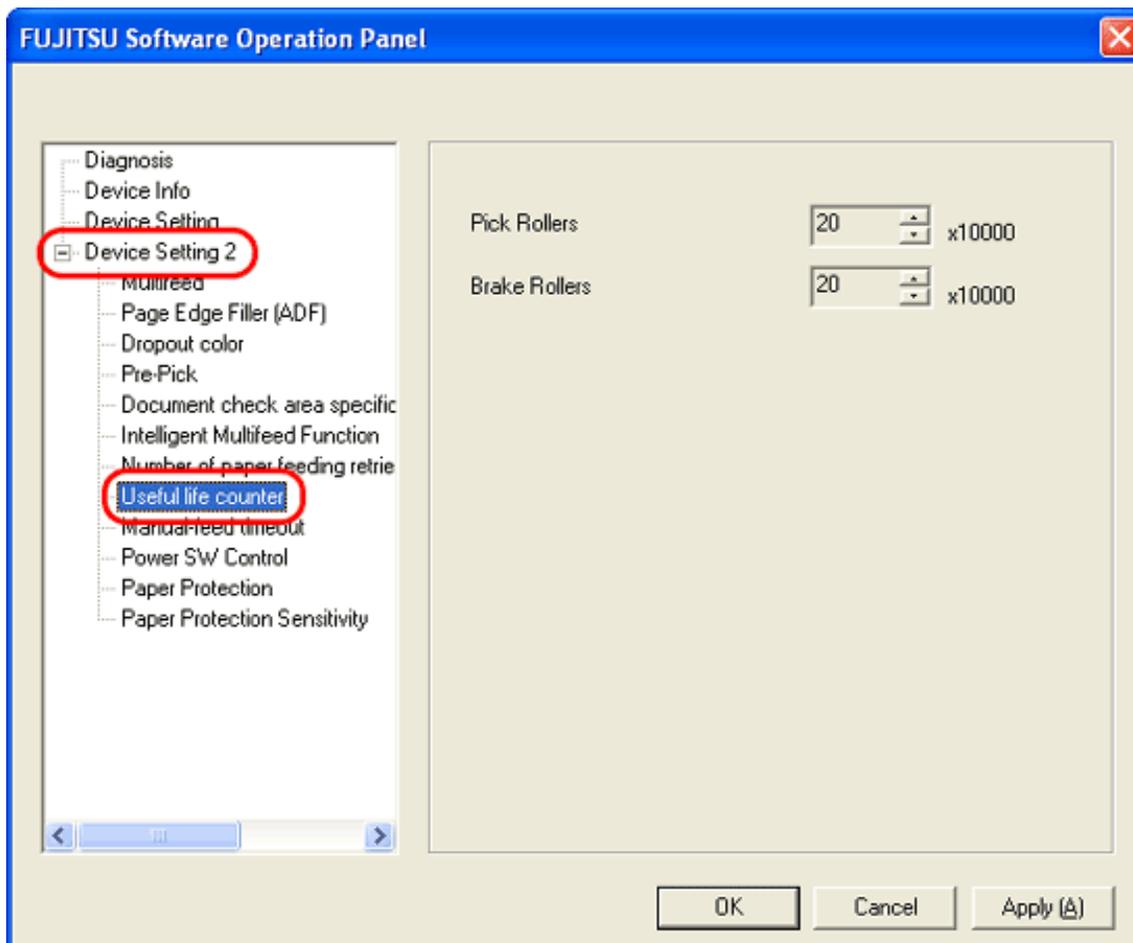
This counter specifies the page count to ask the operator to replace the consumables. When the page count exceeds the value specified here, the background color of the counter becomes yellow (see Section "5.2 How to Check and Reset the Consumables Counters"), or a message (see the [replacement message](#)) appears.

Configure the settings for the life counter as follows.

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Useful life counter] from its lower level.



3. Specify the counter value to change its color for each consumable (Pick roller, Brake roller).

Setting is available from 10,000 to 2,550,000 with 10,000 increment.

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8.11 Timeout for Manual Feeding

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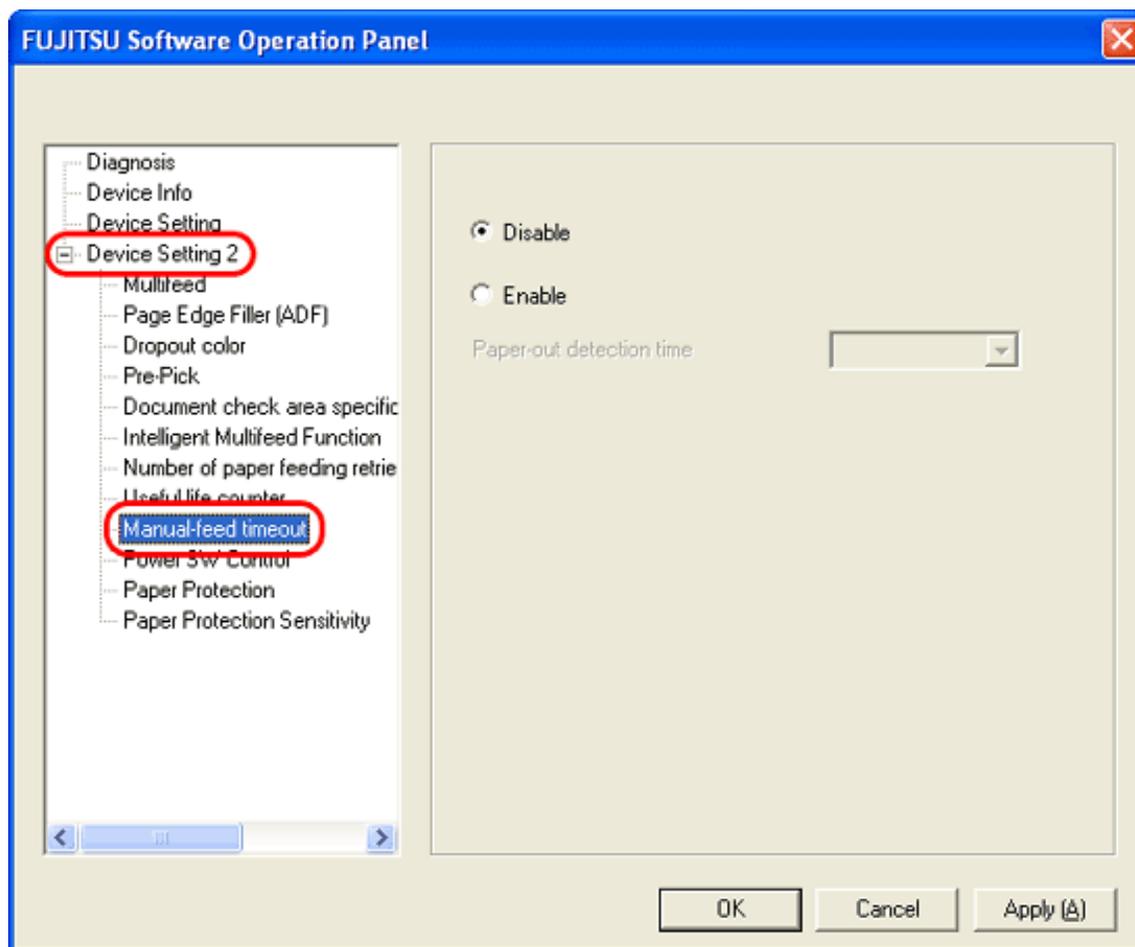
In manual feeding mode where you manually load documents sheet by sheet, you can scan multiple batches of documents continuously as a single file when you load the second stack of document before the timeout time after loading the first batch. The scanning terminates automatically when the time has elapsed, canceling the Timeout for Manual Feeding. You can cancel the Manual Feeding immediately by pressing the [Send to] button within the timeout period specified.

Configure the settings for the Timeout for Manual Feeding as follows:

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Manual feed timeout] from its lower level.



3. **Select whether to enable or disable the manual feeding mode. When enabling the mode, select the timeout period for manual feeding until loading the next document after the previous one.**



HINT

In manual feeding mode, the scanner waits for the document to be loaded within the specified timeout period even when you start scanning with no document loaded in the ADF paper chute.

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8.12 Power ON/OFF Control Setting

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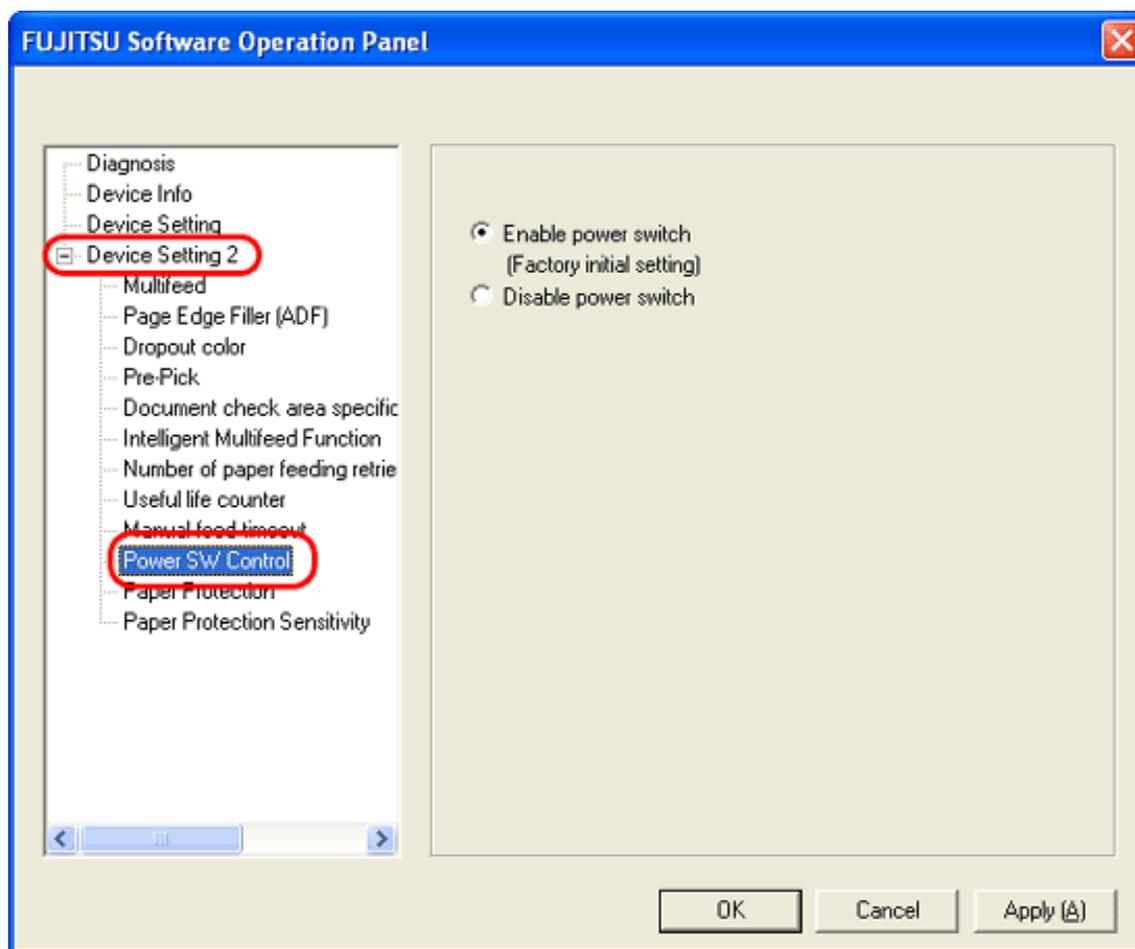
You can select how to power the scanner on/off; by pressing the Power button, or by connecting/disconnecting the AC cable.

Configure the settings for power on/off control as follows.

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from the left side list in the window, and select [Power SW Control] from its lower level.



- 3. To power on/off the scanner by pressing the Power button, select [Enable power switch]. To power on/off the scanner by connecting/disconnecting the AC cable, select [Disable power switch].**

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8.13 Paper Protection Setting

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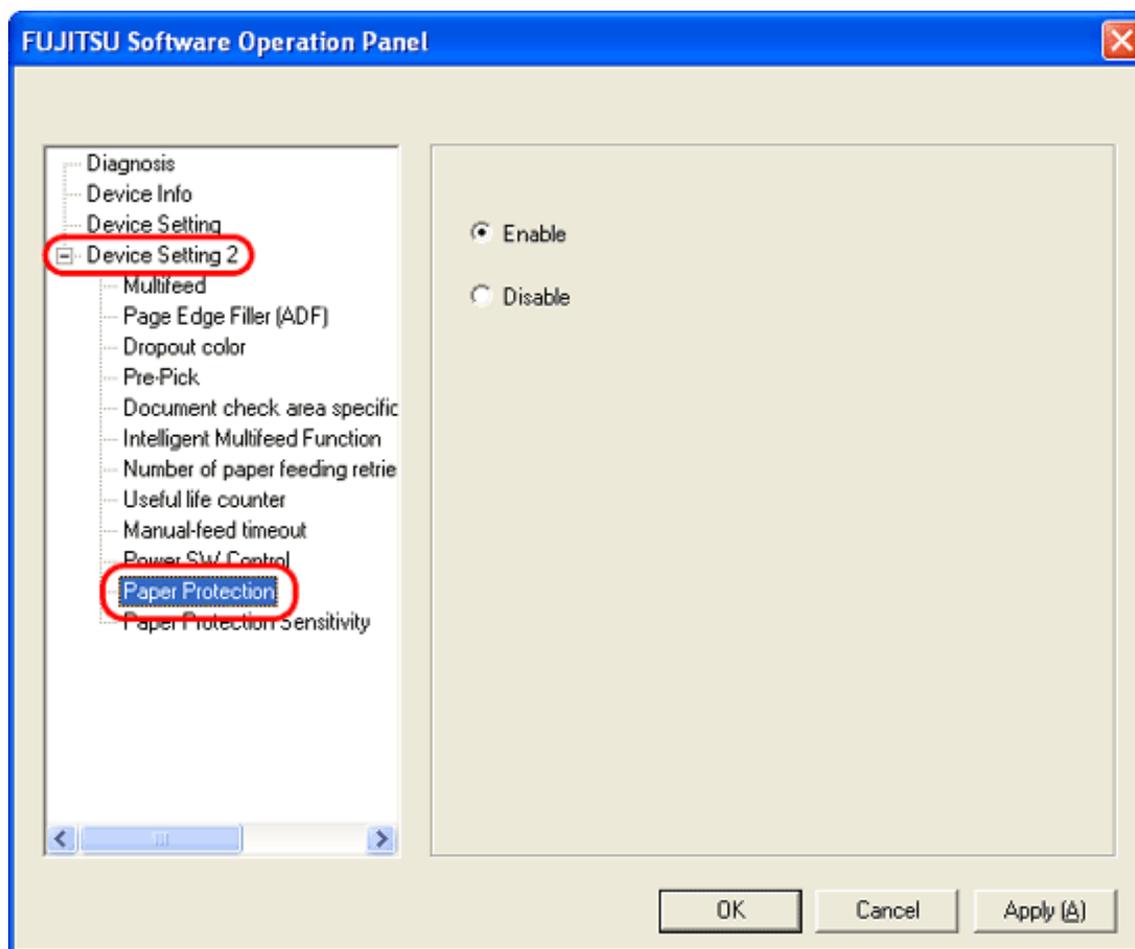
The Paper Protection function detects any folded paper or nonstandard thin paper in the document and stops the scanning.

Configure the settings for the Page Protection as follows:

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Paper Protection] from its lower level.



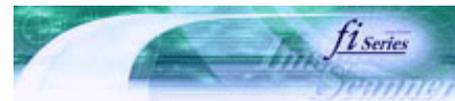
3. Select whether to enable or disable the Paper Protection function.



HINT

You can configure the settings from the setup dialog box of the scanner driver. (In this case, the settings configured in the scanner driver are given a priority.)

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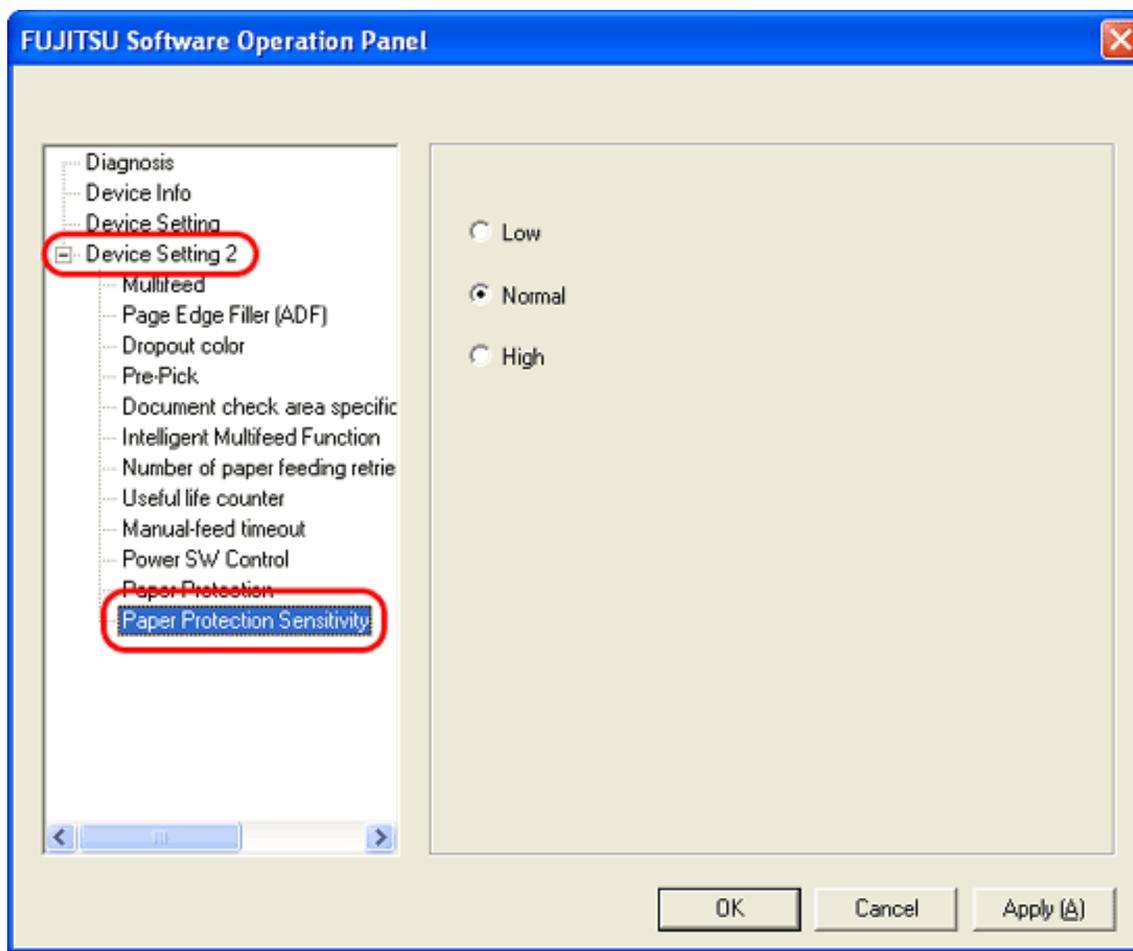
You can set the level of detecting paper jams occurred while feeding the document into the ADF.

Configure the settings for the paper protection detection level as follows:

1. Start up the Software Operation Panel.

See Section "[8.1 Scanner Settings.](#)"

2. Select [Device Setting 2] from left side list in the window, and select [Paper Protection Sensitivity] from its lower level.



3. Specify the sensitivity of detecting paper jam at the ADF.

Select [Low] if paper jams occur frequently at the ADF.



ATTENTION

Specifying [Sensitivity - low] dampens the sensitivity of detecting paper jam at the ADF. Always select [Normal] for important documents that must not be torn or wrinkled.

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Chapter 9 SCANNER SPECIFICATION

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This chapter lists the scanner specifications.

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9.1 Basic Specifications

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Item		Specification	Notice
Scanner type		fi-6140	
		ADF (Automatic Document Feeder)	
Image sensor		fi-6140	
		Color CCD x 2 (Front, Back)	
Light source		fi-6140	
		White cold cathode fluorescent lamp: x2 (Front, Back)	
Scanning area	Minimum	A8 (Portrait) (Note (*1))	ADF 127 g/m ² to 210 g/m ² (34 to 56 lb) paper
	Maximum	ADF: A4/letter or legal (Long page scanning: 216 x 864 mm or 8.50 x 34.00 in, or 210 x 3048 mm or 8.40 x 121.92 in) Flatbed (fi-6240): 216 x 297 mm (8.50 x 11.69 in)	
Paper weight		41 g/m ² to 210 g/m ² (11 to 56 lb)	(Note (*3))
Scanning speed (A4/letter portrait) (Note (*4))	Binary (monochrome)	Simplex: 60 sheets/min. Duplex: 120 sides/min.	200 dpi
	Grayscale	Simplex: 60 sheets/min. Duplex: 120 sides/min.	
	Color	Simplex: 40 sheets/min. Duplex: 80 sides/min.	
	Binary (monochrome)	Simplex: 40 sheets/min. Duplex: 80 sides/min.	300 dpi
	Grayscale	Simplex: 40 sheets/min. Duplex: 80 sides/min.	
	Color	Simplex: 40 sheets/min. Duplex: 80 sides/min.	
Capacity of ADF		50 sheets	A4/letter, 80 g/m ² (21 lb) (Note (*5))
Optical resolution		600 dpi	-
Output resolution	Binary (monochrome)	50 to 600 dpi, 1200 dpi (*6)	Scalable in 1 dpi increments
	Grayscale	50 to 600 dpi, 1200 dpi (*6)	Scalable in 1 dpi increments

	Color	50 to 600 dpi, 1200 dpi (*6)	Scalable in 1 dpi increments
	Grayscale level	8 bits per color	Internal 10 bits
	Halftone patterns	Dither / error diffusion	-
	Interface (Note (*7))	Ultra SCSI	Shield-type 50 pin (pin-type) half-pitch
		USB2.0 / 1.1 (Note (*8))	B type
	Other function	JPEG compression	-
		Imprinter Port (fi-6140 only) (Note (*9))	-
	Option	Name: Black document pad [fi-6240 only] Parts No.: PA03540-D801 (Note (*10))	-

- *1 The minimum size for scanning is A8 when using the ADF. When using the Flatbed (fi-6240 only) to scan the minimum scanning range is virtually unlimited.
- *2 You can specify a "long page" of 864 mm or longer on the TWAIN scanner driver only. In this case, you must specify a resolution of 200 dpi or less.
- *3 The document's thicknesses noted are for when using the ADF. When using the Flatbed to scan the document's thickness is unlimited.
For details, see Chapter "[7 ADF AND PAPER SPECIFICATION.](#)"
- *4 The scanning speed is the maximum speed of the scanner hardware. Software processing time such as data transfer time is added to the actual scanning time.
- *5 The maximum stacking capacity varies according to the document thickness. For details, see Chapter "[7 ADF AND PAPER SPECIFICATION.](#)"
- *6 At a high resolution of 600 dpi or more, scanning may be disabled depending on the scan mode, the size of documents, and/or memory capacity of your computer.
- *7 The SCSI and USB 2.0 / 1.1 interfaces cannot be used at the same time.
- *8 If you connect the scanner with USB 2.0, it is required that the USB port and the Hub are compliant with USB 2.0. The scanning speed may slow down when you connect the scanner with USB 1.1. If your computer has the compatible USB 2.0 port, please use it.
- *9 By using the Imprinter, a character string, such as the alphabet and numbers, can be printed in the scanned document. It helps you to organize your documents by printing a name, date, time or a serial number on the scanned document.
- *10 An option that replaces the standard document cover (with a white pad) provided with the scanner, and can be used for scanning documents in black background when loading from the Flatbed.

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9.2 Installation Specifications

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Item		Specification	
Dimensions (fi-6140: Without ADF paper chute and stacker)	Depth	Width	Height
	fi-6140: 160 mm (6.4 in) fi-6240: 567 mm (22.9 in)	fi-6140: 301 mm (11.8 in) fi-6240: 301 mm (11.8 in)	fi-6140: 158 mm (6.2 in) fi-6240: 229 mm (9.0 in)
Installation space	Depth	Width	Height
	fi-6140: 700 mm (27.6 in) fi-6240: 800 mm (31.5 in)	fi-6140: 400 mm (15.8 in) fi-6240: 400 mm (15.8 in)	fi-6140: 380 mm (15.0 in) fi-6240: 450 mm (17.8 in)
Weight	fi-6140: 4.2 kg (9.24 lb) fi-6240: 8.8 kg (19.36 lb)		
Input power	Voltage	AC 100 to 240 V \pm 10%	
	Phases	Single-phase	
	Frequency	50/60 \pm 3 Hz	
Power consumption	fi-6140: 42 W or less fi-6240: 50 W or less		
Ambient condition	Device status	Operating	Not operating
	Temperature	5 to 35°C (41 to 95°F)	-20 to 60°C (-4 to 140°F)
	Humidity	20 to 80%	8 to 95%
Calorific value	fi-6140: 36.2 kcal/H or less fi-6240: 43.0 kcal/H or less		
Shipping weight	fi-6140: 6.5 kg (14.3 lb) fi-6240: 13.0 kg (28.6 lb)		
Support warranty period	5 years		



ATTENTION

Installation Space is the reference value of an installation space required to read A4/letter size documents.

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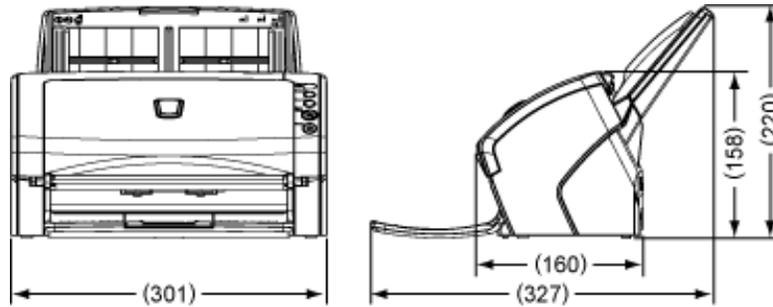
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9.3 External Dimensions

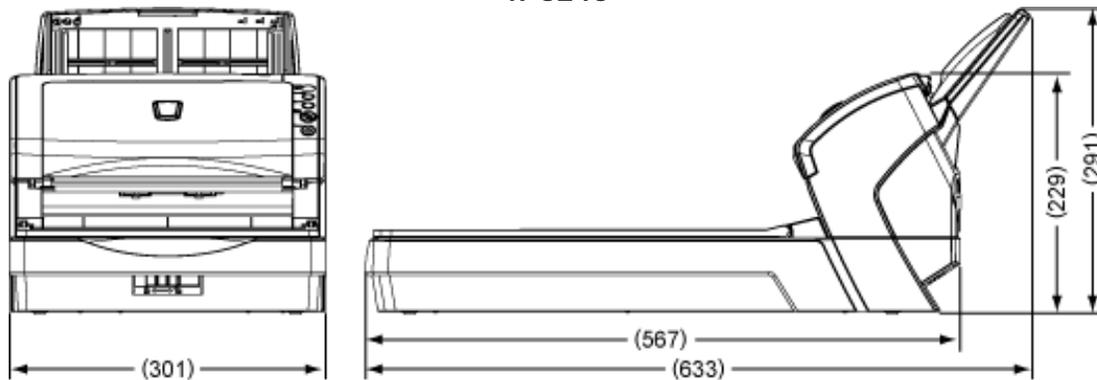
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The following shows the external dimensions:

fi-6140



fi-6240



(Unit: mm)

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APPENDIX 1 Before Using the [Scan] or [Send to] Button

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By setting the link of the application software to the [Scan] or [Send to] button, you can launch the linked application by simply pushing the button.

(To use ScandAll PRO, read Section "3.15 Scanning by Pressing the Scan Button on the Scanner.")

Settings to Configure on the Computer

1. Confirm if the scanner is connected correctly to the PC, then power on the scanner.

For how to connect the scanner to your computer, refer to section "2.2 Connecting the Scanner to Your PC" in fi-6140/fi-6240 Getting Started.

2. From the [Start] menu, select [Control Panel].

➔ The [Control Panel] window appears.

3. Double-click on the [Printers and Other Hardware] icon.

➔ The [Printers and Other Hardware] window appears.

4. Double-click on the [Scanners and Cameras] icon.

➔ The [Scanners and Cameras] window appears.

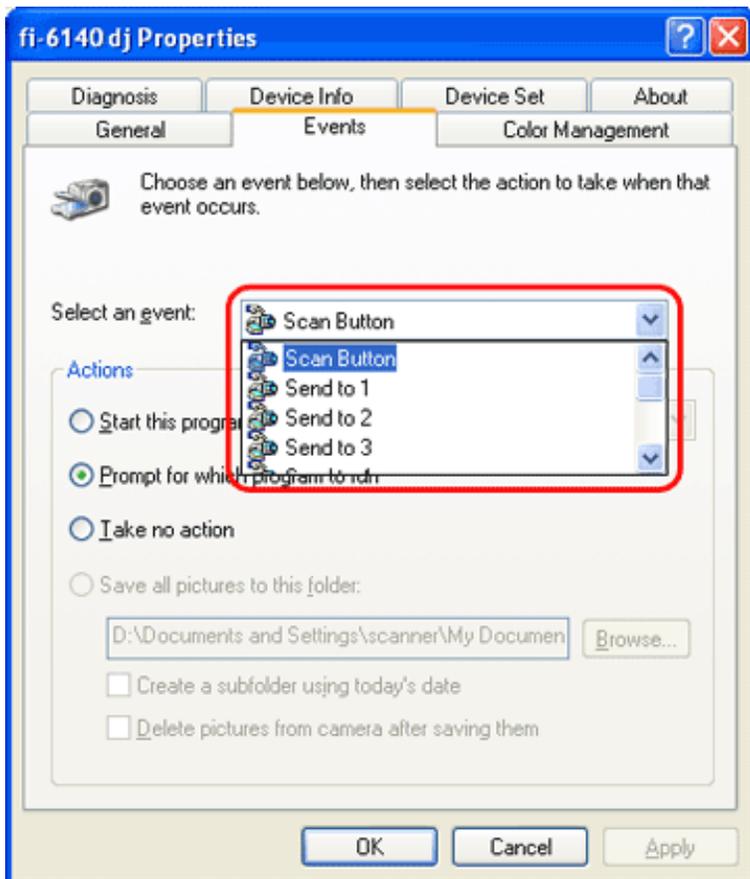
5. Display the [fi-6140dj Properties] or [fi-6240dj Properties] dialog box.

In Windows XP or Windows Server 2003, right-click on the [fi-6140dj] or [fi-6240dj] icon, and then select [Properties].

In Windows 2000 or Windows Vista, double-click on the [fi-6140dj] or [fi-6240dj] icon.

6. Select the [Events] tab.

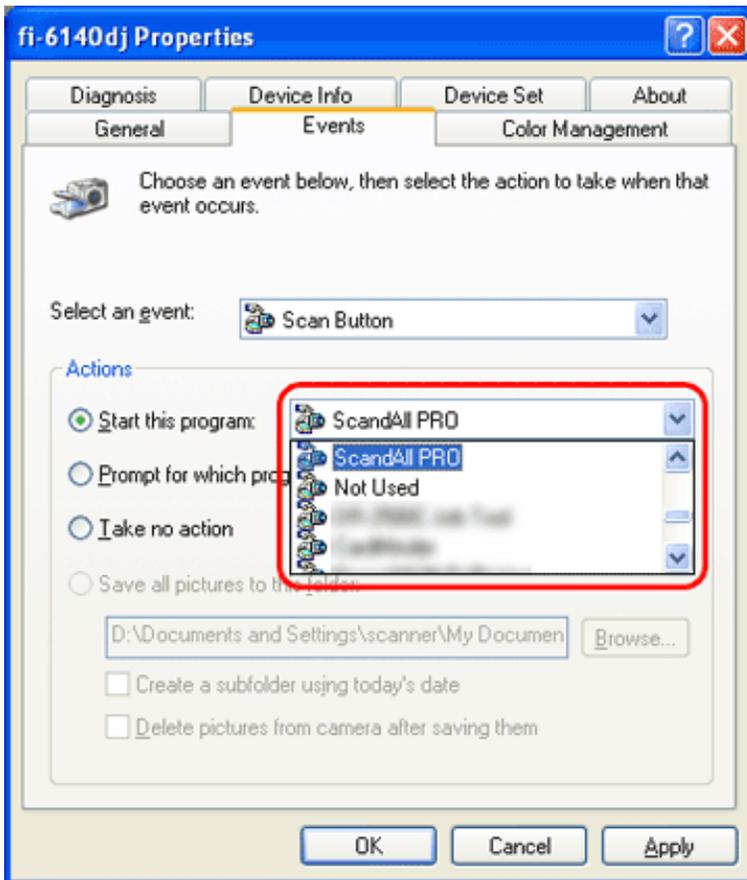
7. Select an Event. For Windows XP, select the event for starting up any application from the [Select an event] menu.



The events available for this function are:

- Scan Button (Press the [Scan] button)
- Send to 1 to 9 (With a number from 1 to 9 displayed on the Function Number Display, press the [Send to] button)

8. Select the application with its process, executed by the event. For Windows XP, click [Start this program] under [Actions] and select the application and process from the menu.



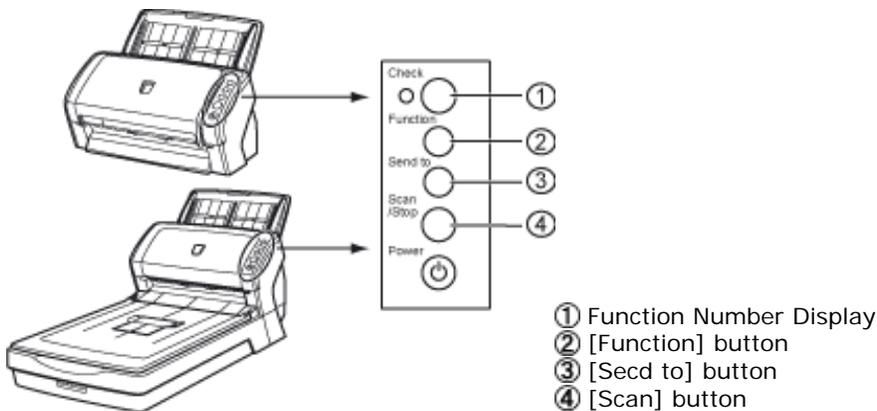
9. Click the [OK] button.



HINT

The window and operations may vary depending on your OS.

Settings to Configure on the Scanner



• When using the [Scan] button

No setting is needed.

➔ Pressing the [Send to] button starts up the application configured.

- **When using the [Send to] button**

Press the [Function] button to switch the number displayed on the Function Number Display.

Use the same number assigned to the event configured on the computer (by selecting a number from 1 to 9 then pressing the [Send to] button).

➔ Pressing the [Send to] button starts up the application configured.



HINT

- To perform the event configured with "Send to 2", for example, display [2] on the Function Number Display.
- Each time the [Function] button is pressed, the number displayed changes as follows:
1, 2, 3, ...9, C, 1, 2, 3,

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