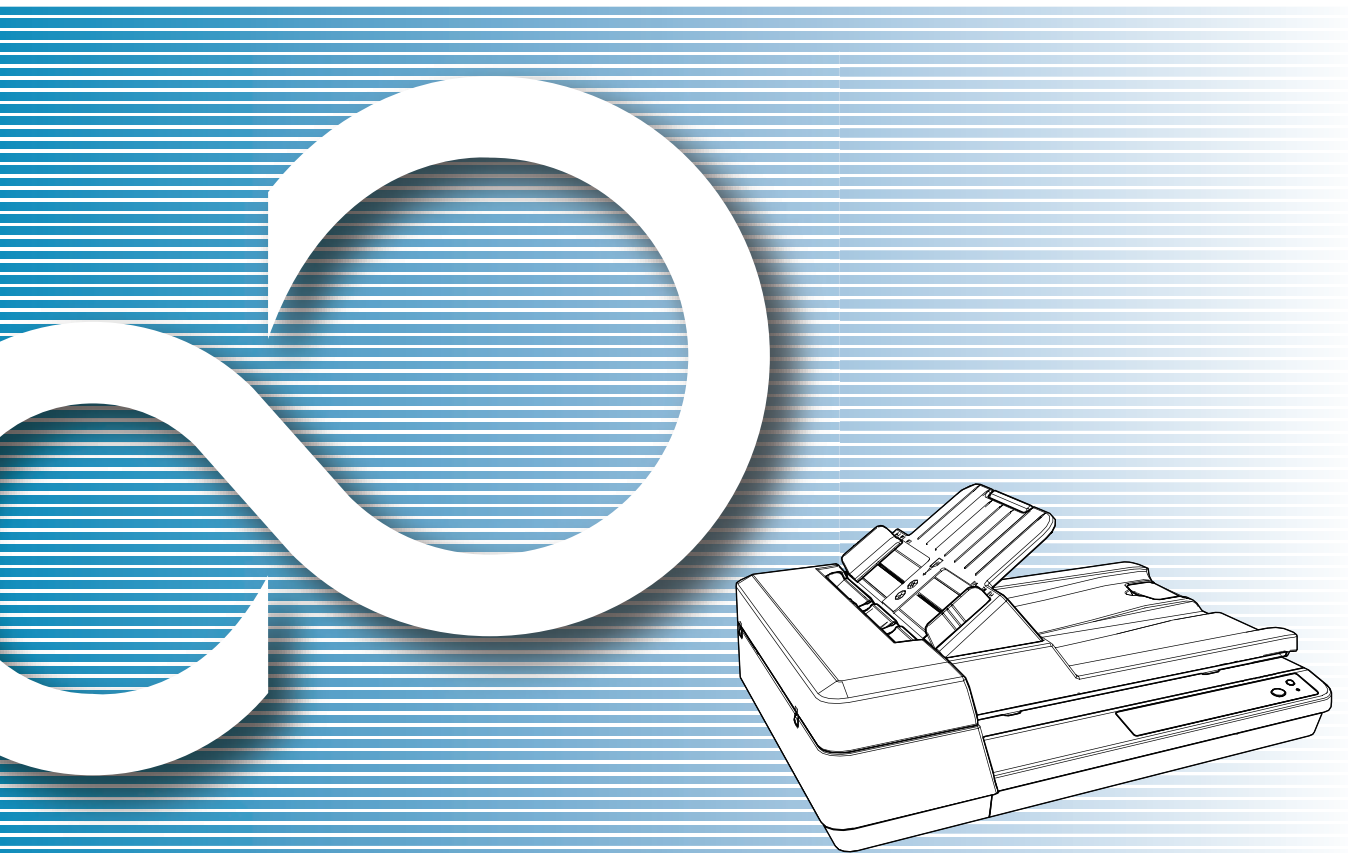# FUJITSU

P3PC-6062-01ENZ0

## SP-1425

Image Scanner

Operator's Guide

Thank you for purchasing our image scanner.
This manual explains about the basic operations and handling of the scanner.
For information on scanner installation and connection, refer to the Quick Installation Sheet.

Explains the names and functions of parts and basic scanner operation.

Introduction

Scanner Overview

Explains how to load documents on the scanner.

How to Load Documents

Explains how to use the operator panel.

How to Use the Operator Panel

Explains about various ways of scanning.

Various Ways to Scan

Explains how to clean the scanner.

Daily Care

Explains how to replace the consumables.

Replacing the Consumables

Explains about troubleshooting.

Troubleshooting

Explains how to configure settings in the Software Operation Panel.
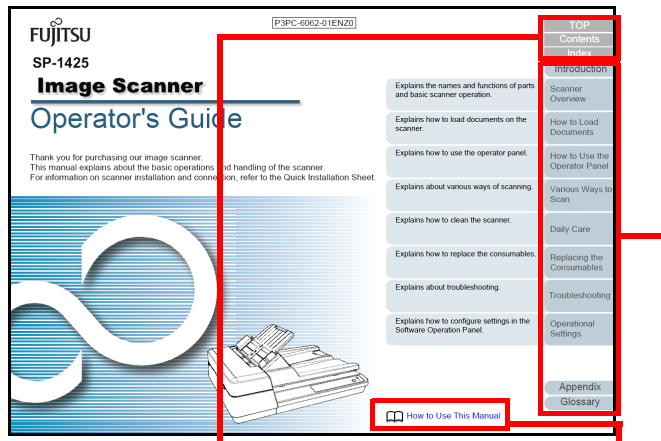
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The following shows the tips for using this manual.

- To display or print this manual, either Adobe® Acrobat® (7.0 or later) or Adobe® Reader® (7.0 or later) is required.

- In this manual, you can use the Search tool of Adobe® Acrobat® or Adobe® Reader®.
  For details, refer to the Adobe® Acrobat® or Adobe® Reader® Help.

- Use the [Page Up] key to return to the previous page, and the [Page Down] key to go to the next page.

- Click a blue character string, tab or contents/index title (where the mouse cursor changes into a shape such as) to jump to the link.
  - Common for All Pages

Jumps to the first page of each chapter. This tab is on every page.
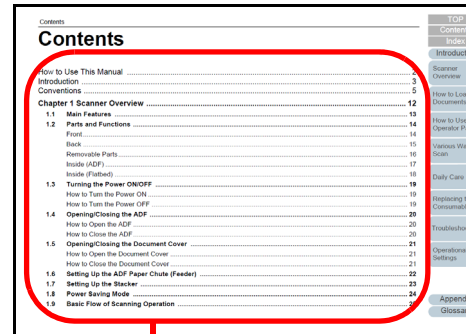
TOP: Jumps to the cover page.
Contents: Jumps to the contents page.
Index: Jumps to the index page.
This tab is on every page.
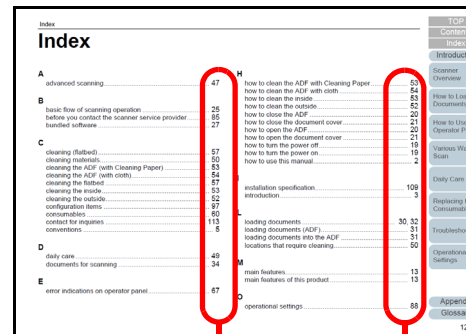
Jumps to this page.
Click on a blue character string to jump to the link.

- Contents Page

Click on a title to jump to the link.

- Index Page

Click on a page number to jump to the link.

Introduction

Thank you for purchasing our image scanner.

About This Product

This product is equipped with an Automatic Document Feeder (ADF) that allows duplex (double-sided) scanning and a flatbed that allows you to scan thin paper or a thick document such as a book.

Scanner Type	Scanning Speed (*1)
ADF	25 ppm/50 ipm
Flatbed	4 sec./sheet

*1: When scanning A4 size documents at 300 dpi using JPEG Compression.

Manuals

The following manuals are included for this product. Read them as needed.

Manual	Description
Safety Precautions (paper, PDF)	Contains important information about the safe use of this product. Make sure to read this manual before using the scanner. The PDF version is included in the Setup DVD-ROM.
Quick Installation Sheet (paper)	Explains about scanner installation and setup.

Manual	Description
Operator's Guide (this manual) (PDF)	Provides detailed information on how to operate and maintain the scanner daily, how to replace the consumables, and how to troubleshoot problems. Included in the Setup DVD-ROM.
Scanner Central Admin User's Guide (PDF)	Explains about the overview, installation, operation and maintenance of Scanner Central Admin. Included in the Setup DVD-ROM.
Error Recovery Guide (HTML Help)	Details the status of the scanner and explains how to resolve problems encountered. Contains movie segments that explain operation procedures such as cleaning this product and replacing the consumables. Included in the Setup DVD-ROM.
Help (scanner driver)	Explains how to use and configure the settings for the scanner drivers. Can be referenced from each scanner driver.
Help (application)	Explains how to use and configure the settings for the application software. Read them as needed. Can be referenced from each application.

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Manufacturer

PFU LIMITED
YOKOHAMA i-MARK PLACE, 4-4-5 Minatomirai, Nishi-ku, Yokohama, Kanagawa, 220-8567, Japan
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Conventions

Safety Information

The attached "Safety Precautions" manual contains important information about the safe and correct use of this product. Make sure that you read and understand it before using the scanner.

Symbols Used in This Manual

The following indications are used in this manual to obviate any chance of accident or damage to you, people near you, and your property. Warning labels consist of a symbol indicating the severity and a warning statement. The symbols and their meanings are as follows.

⚠ WARNING	This indication alerts operators of an operation that, if not strictly observed, may result in severe injury or death.
⚠ CAUTION	This indication alerts operators of an operation that, if not strictly observed, may result in safety hazards to personnel or damage to the product.

Abbreviations Used in This Manual

The operating systems and products in this manual are indicated as follows.

Name	Indication
Windows Vista® Home Basic (32-bit/64-bit)	Windows Vista (*1)
Windows Vista® Home Premium (32-bit/64-bit)	
Windows Vista® Business (32-bit/64-bit)	
Windows Vista® Enterprise (32-bit/64-bit)	
Windows Vista® Ultimate (32-bit/64-bit)	
Windows Server® 2008 Standard (32-bit/64-bit)	Windows Server 2008 (*1)
Windows Server® 2008 R2 Standard (64-bit)	
Windows® 7 Home Premium (32-bit/64-bit)	Windows 7 (*1)
Windows® 7 Professional (32-bit/64-bit)	
Windows® 7 Enterprise (32-bit/64-bit)	
Windows® 7 Ultimate (32-bit/64-bit)	
Windows Server® 2012 Standard (64-bit)	Windows Server 2012 (*1)

Name	Indication
Windows Server® 2012 R2 Standard (64-bit)	Windows Server 2012 R2 (*1)
Windows® 8 (32-bit/64-bit)	Windows 8 (*1)
Windows® 8 Pro (32-bit/64-bit)	
Windows® 8 Enterprise (32-bit/64-bit)	
Windows® 8.1 (32-bit/64-bit)	Windows 8.1 (*1)
Windows® 8.1 Pro (32-bit/64-bit)	
Windows® 8.1 Enterprise (32-bit/64-bit)	
Windows® 10 Home (32-bit/64-bit)	Windows 10 (*1)
Windows® 10 Pro (32-bit/64-bit)	
Windows® 10 Enterprise (32-bit/64-bit)	
Windows® 10 Education (32-bit/64-bit)	
Microsoft® Word	Word
Microsoft® Office Word	
Microsoft® Excel®	Excel
Microsoft® Office Excel®	
Presto!™ PageManager™	Presto! PageManager
ABBYY™ FineReader™ Sprint	ABBYY FineReader Sprint

Name	Indication
PaperStream IP (TWAIN) for SP Series	PaperStream IP driver
PaperStream IP (TWAIN x64) for SP Series	
PaperStream IP (ISIS) for SP Series	

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

Arrow Symbols in This Manual

Right-arrow symbols (→) are used to separate icons or menu options you should select in succession.
Example: Click [Start] menu → [Control Panel].

Screen Examples in This Manual

Microsoft product screenshots are reprinted with permission from Microsoft Corporation.
The screen examples in this manual are subject to change without notice in the interest of product development.
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 that you are using.
The screen examples used in this manual are of the PaperStream IP driver.
The screenshots used in this manual are of Windows 7. The actual windows and operations may differ depending on the operating system. Also note that with some scanner models, the screens and operations may differ from this manual when you update the PaperStream IP driver. In that case, refer to the manual provided upon updating the driver.

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Chapter 1   Scanner Overview

This chapter explains about the names and functions of the scanner components, as well as the methods for basic operations.

1.1 Main Features

This section explains about the main features of this product.

The scanner is equipped with the following features:

High speed scanning

The scanner has achieved a scanning speed of 25 ppm/50 ipm with the ADF (*1) and a scanning speed of 4 sec./sheet with the flatbed (*1). Furthermore, you can load up to 50 sheets (*2) of documents in the ADF for continuous scanning which allows you to quickly digitize a large volume of documents.

Reduced work loss caused by multifeeds

The scanner is equipped with an ultrasonic multifeed sensor that accurately detects "multifeed" errors where two or more sheets are fed through the scanner at once, avoiding potential work loss.

Centralized management of multiple scanners

The bundled "Scanner Central Admin Agent" application allows you to manage multiple scanners together. For example, you can update the scanner settings and drivers, as well as monitor the operating status of each scanner.

For details, refer to the Scanner Central Admin User's Guide.

*1: When scanning A4 size documents at 300 dpi using JPEG Compression.

*2: When using documents with a paper weight of 80 g/m^2 (20 lb).

1.2 Parts and Functions

This section shows the names of the scanner parts.

Front

Chute Extension

Pull this out to adjust to the document length.

ADF Paper Chute (Feeder)

Holds the documents to be scanned.

Side Guides

Positions the documents in place when the documents are loaded in the ADF paper chute (feeder) as they are fed into the scanner.

Stopper

Lift this up if needed.

ADF Cover

Open this to replace consumables or to clean the inside of the scanner.

Stacker

Stacks up the ejected documents.

ADF (Automatic Document Feeder)

Pulls and feeds the documents one sheet at a time from the ADF paper chute (feeder). Open this to replace consumables or to clean the inside of the scanner.

Operator Panel

Consists of buttons and an LED indicator. Can be used to operate the scanner or check the status. For details, refer to "Chapter 3 How to Use the Operator Panel" (page 39).

Flatbed

When you scan a document that cannot be scanned with the ADF, such as thin paper or a thick document such as a book, place the document on the glass section.

Back

Power Connector

Used to connect the power cable.
"Power cable" refers to the AC cable and AC adapter connected together.

USB Connector

Used to connect a USB cable.

Removable Parts

Pick Roller Unit
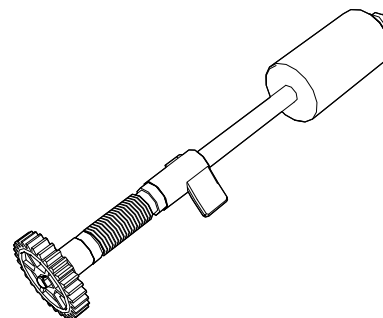
Pad Unit
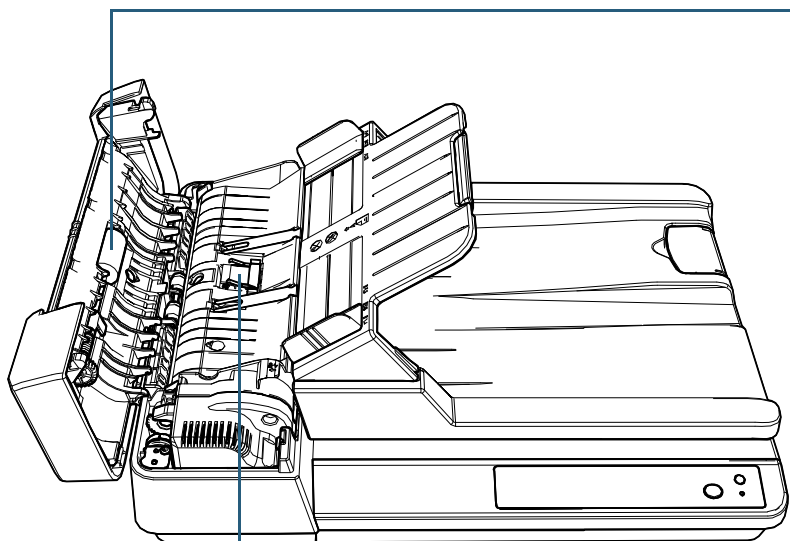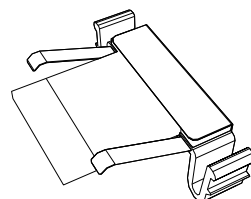
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Inside (ADF)
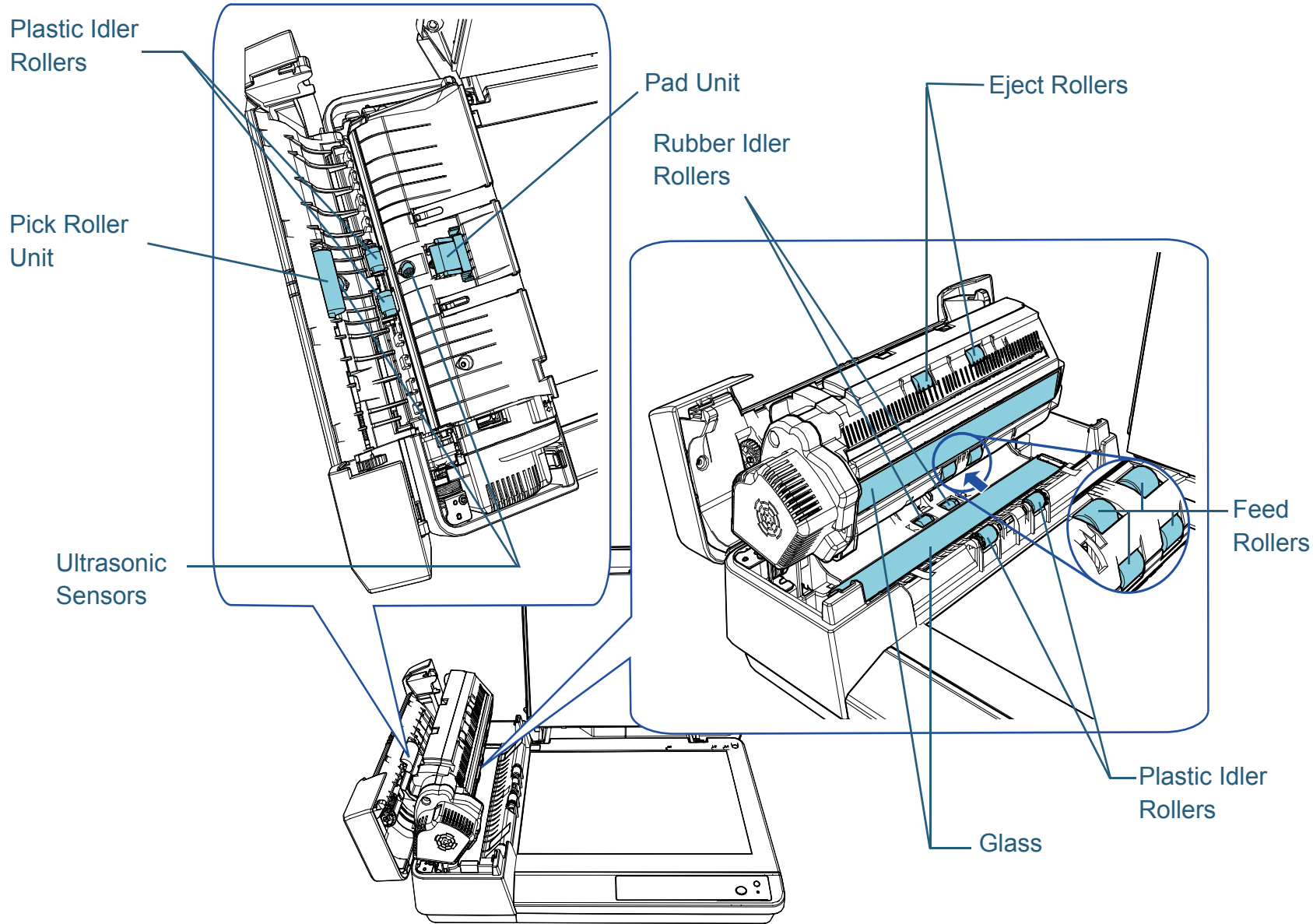
Plastic Idler Rollers

Pad Unit

Eject Rollers

Rubber Idler Rollers

Pick Roller Unit

Ultrasonic Sensors

Feed Rollers

Plastic Idler Rollers

Glass

Inside (Flatbed)

Document Cover

Close it to hold the document in place.

Document Pad

Holds the document down against the document bed.

Document Bed

Place a document on the glass section.
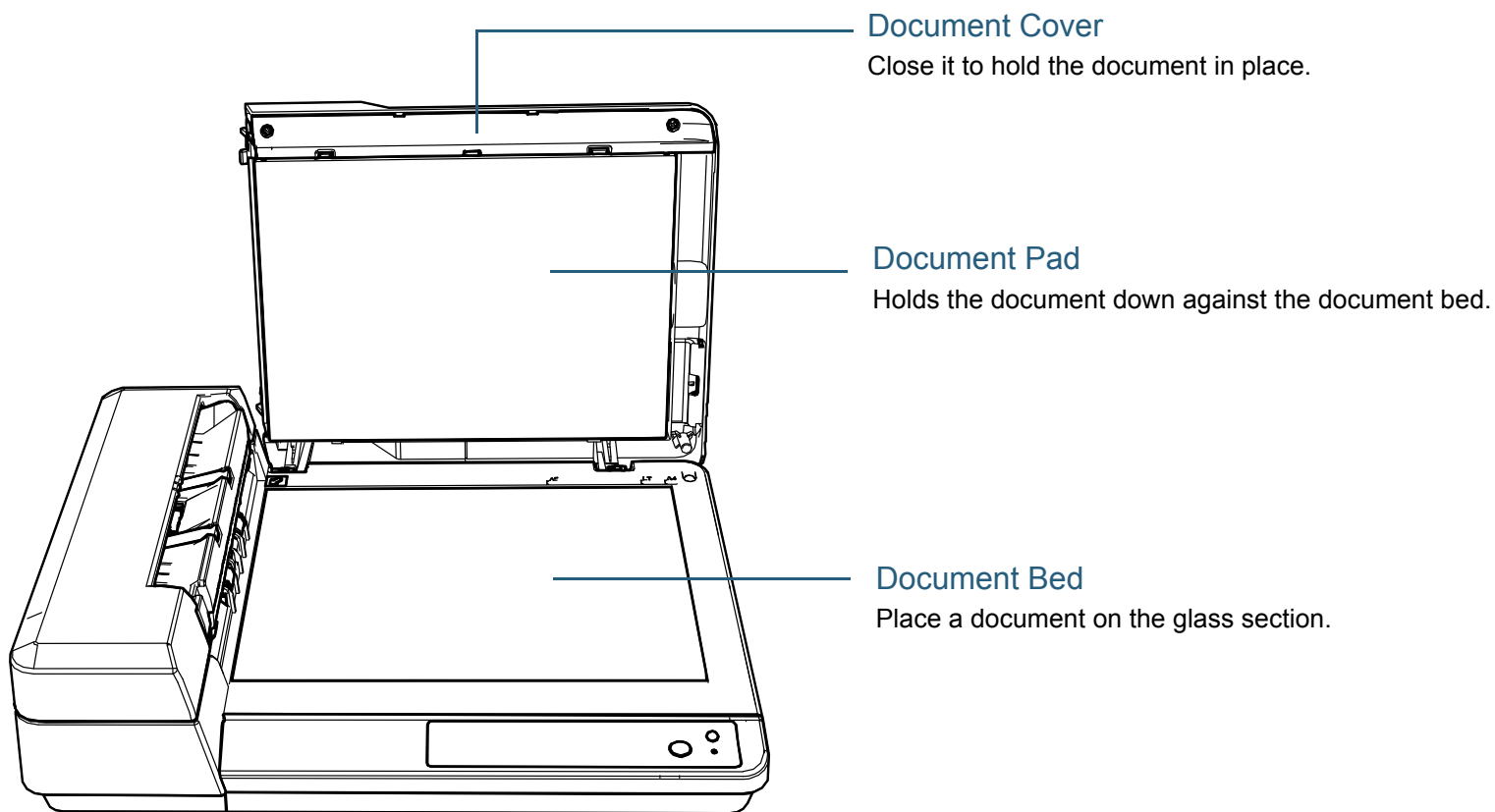
1.3 Turning the Power ON/OFF

This section explains how to power on/off the scanner.

How to Turn the Power ON

1 Press the [Power] button on the operator panel.

[Power] Button

Power

Scan/Stop

Check
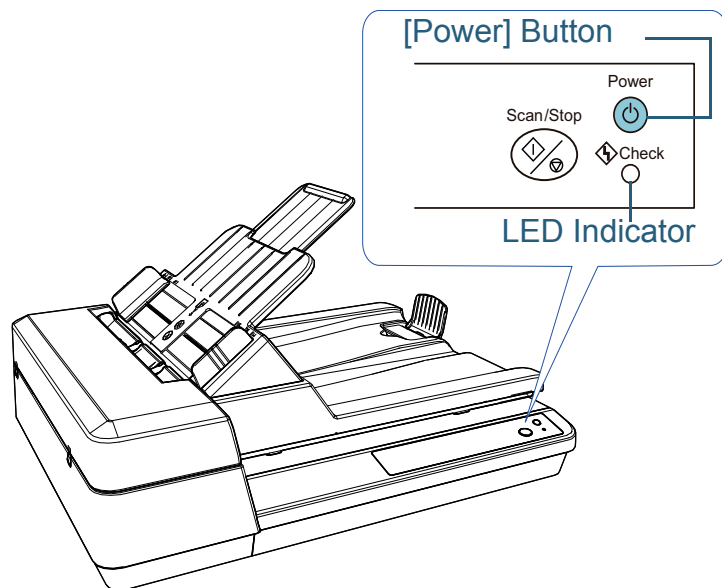
LED Indicator

⇨ The scanner is turned on, and the [Power] button flashes during the initialization.
The scanner is ready to scan when the [Power] button lights in green. This status is referred to as "ready status".

HINT
In ready status, the LED indicator is off and the [Power] button is lit.

How to Turn the Power OFF

1 Press and hold down the [Power] button on the operator panel.
⇨ The scanner is turned off, and the [Power] button switches off.

1.4 Opening/Closing the ADF

This section describes how to open and close the ADF.

How to Open the ADF

1 Remove all documents from the ADF paper chute (feeder).

2 Open the ADF cover.
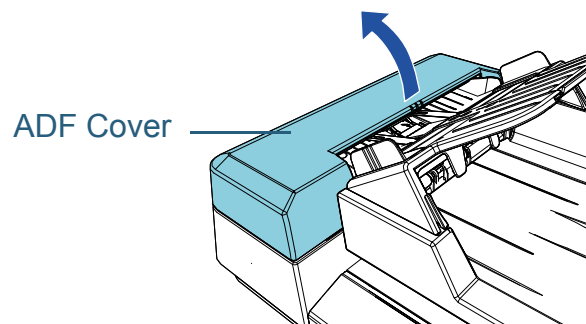
ADF Cover

3 Use the ADF tab to open the ADF.

Tab
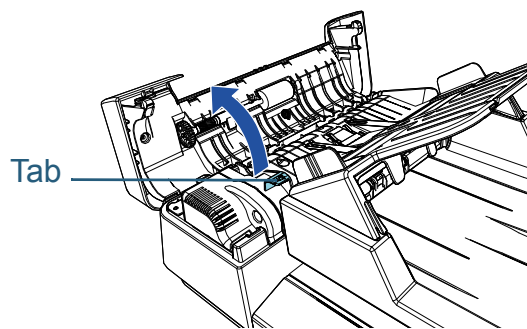
⚠ **CAUTION** When the ADF is open, it might close accidentally. Be careful not to get your fingers caught.

How to Close the ADF

1 Use the ADF tab to close the ADF.

Tab
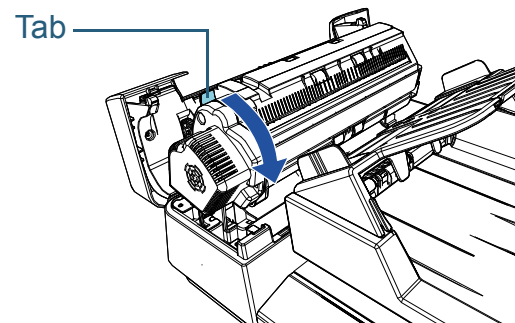
2 Close the ADF cover.
Push the center of the ADF cover until it locks in place.

ADF Cover
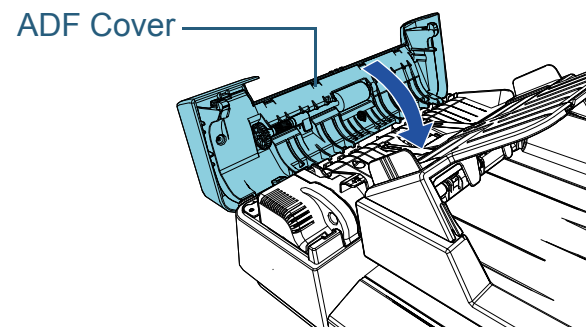
⚠ **CAUTION** Be careful not to get your fingers caught when closing the ADF.

ATTENTION
Make sure that there is no foreign matter caught inside the ADF when closing the ADF.

1.5 Opening/Closing the Document Cover

This section describes how to open and close the document cover.

How to Open the Document Cover

1 Open the document cover.
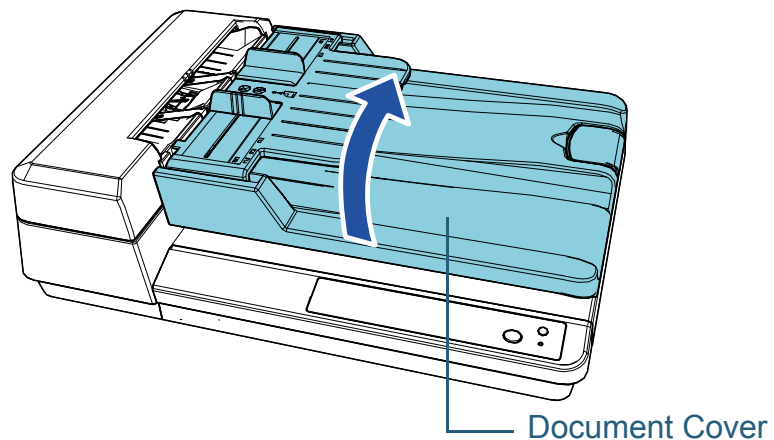
Document Cover

How to Close the Document Cover

1 Gently close the document cover.

21
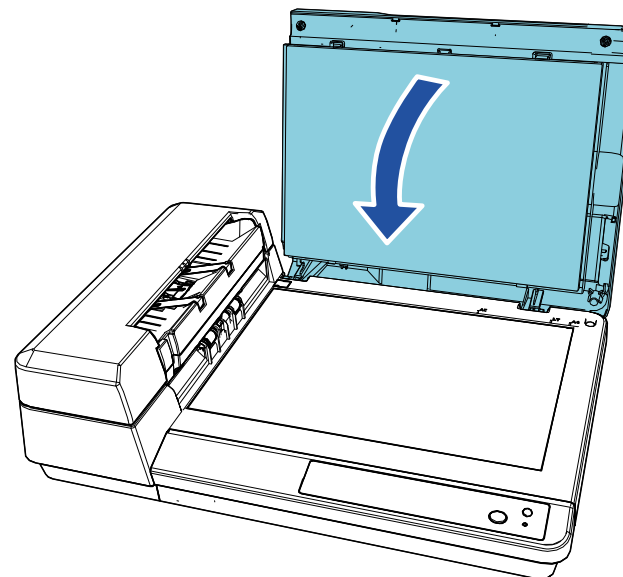
1.6 Setting Up the ADF Paper Chute (Feeder)

When you start a scan, documents that are loaded in the ADF paper chute (feeder) are fed into the ADF one by one.
Using the chute extension will keep the documents straight and feed them smoothly.

1 Lift up the ADF paper chute (feeder) until it locks in place.

ADF Paper Chute (Feeder)
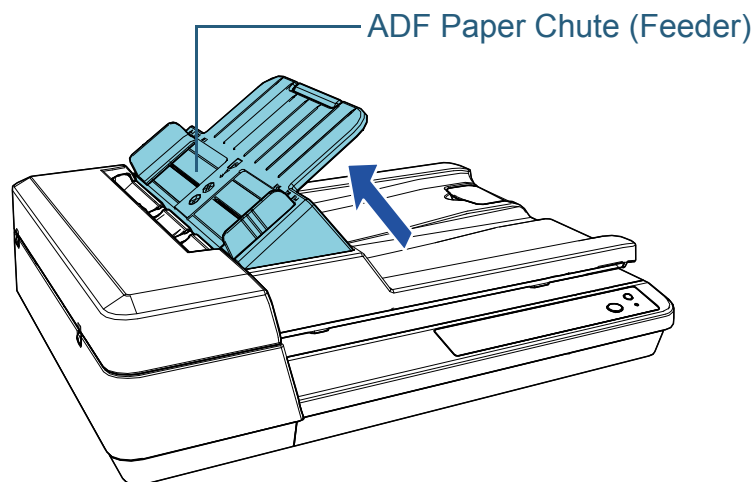
2 Pull out the chute extension.

Chute Extension
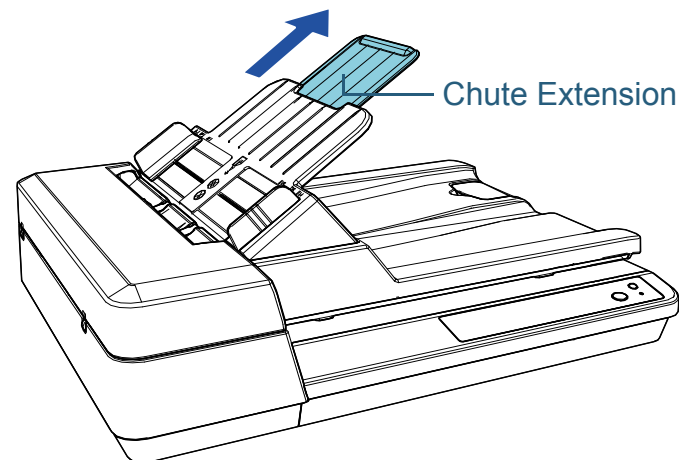
HINT
When the ADF is not used, push the parts indicated with an arrow outwards and lower the ADF paper chute (feeder) in place.
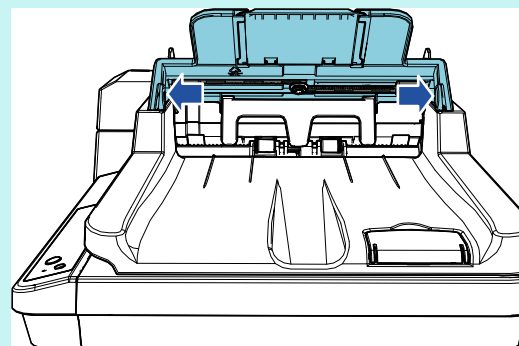
1.7 Setting Up the Stacker

When you start a scan, documents that are loaded in the ADF paper chute (feeder) are ejected onto the stacker one by one. When scanning a relatively long document such as an A4 size document, use the stopper described below so that the document will be kept straight and stacked neatly.

1 Lift up the stopper.

Stopper

Stacker
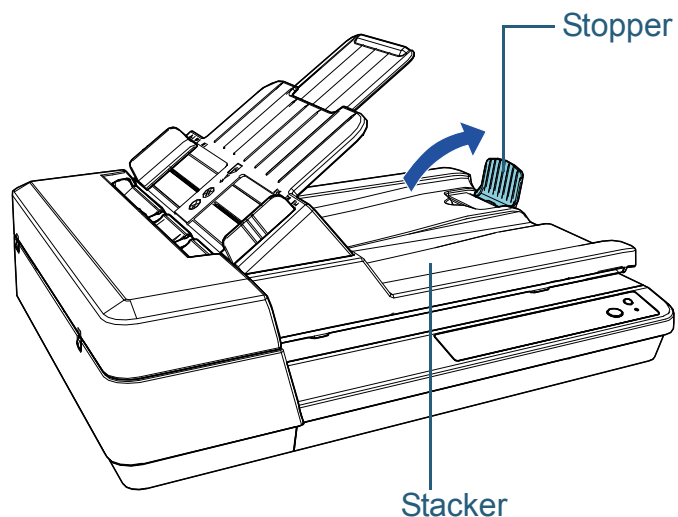
ATTENTION
Do not lift up the stopper more than 90 degrees because it may break.

1.8 Power Saving Mode

Power saving mode keeps the power consumption low when the scanner has not been used for a certain period of time.
If the scanner is left powered on for 15 minutes (the factory default value) without being used, it automatically enters power saving mode.
The [Power] button remains lit in green in power saving mode.
To resume from power saving mode, perform one of the following:

- Load a document in the ADF paper chute (feeder)
- Press the [Scan/Stop] button on the operator panel
- Perform scanning from an application

When the scanner resumes from power saving mode, the [Power] button on the operator panel flashes until the scanner is in ready status.

The scanner is turned off automatically if it is left on for a certain period of time without being used, reducing the power consumption until the next scan.
To prevent the scanner from being turned off automatically, clear the [Power off after a certain period of time] check box in [Device Setting] on the Software Operation Panel. For details, refer to "Waiting Time to Enter Power Saving Mode [Power saving]" (page 105).
To turn the power back on after the power is turned off automatically, press the [Power] button on the operator panel.

For details, refer to "1.3 Turning the Power ON/OFF" (page 19).

ATTENTION
- The scanner may not enter power saving mode if there is a document remaining on the paper path. In this case, remove the document.
For details, refer to "7.1 Paper Jam" (page 66).
- For some applications, the scanner may not be turned off even if the [Power off after a certain period of time] check box is selected.
- If the scanner is automatically turned off while you are using the image scanning application, exit the application, and then turn the power on.

HINT
- You can use the Software Operation Panel to change the waiting time for entering power saving mode.
For details, refer to "Waiting Time to Enter Power Saving Mode [Power saving]" (page 105).
- For details about the operator panel, refer to "Chapter 3 How to Use the Operator Panel" (page 39).

1.9 Basic Flow of Scanning Operation

This section explains about the basic flow of performing a scan.

In order to perform a scan, you need a scanner driver and an image scanning application that supports the scanner driver. The following scanner drivers and image scanning applications are bundled with the scanner:

- ● Scanner driver
  - PaperStream IP (TWAIN) for SP Series
  - PaperStream IP (TWAIN x64) for SP Series
  - PaperStream IP (ISIS) for SP Series
- ● Image scanning application
  - PaperStream Capture Lite
  - Presto! PageManager
  - ABBYY FineReader Sprint

HINT
For details about the scanner drivers and image scanning applications, refer to "1.10 Bundled Software" (page 27).

Scanning procedures and operations slightly vary depending on the image scanning application.

For details, refer to the image scanning application manual. The following describes the normal procedure for scanning.

1 Turn on the scanner.
For details, refer to "1.3 Turning the Power ON/OFF" (page 19).

2 Load documents in the ADF paper chute (feeder).
Load the documents with the front side (scanning side) facing up.
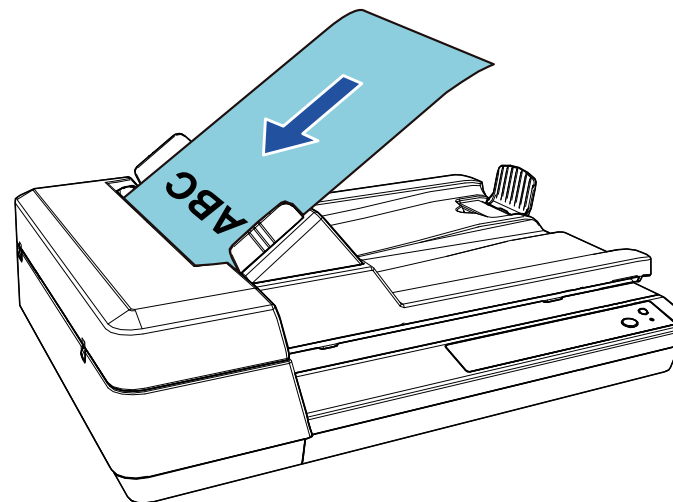
For details, refer to "Chapter 2 How to Load Documents" (page 30).

3 Start an image scanning application.

4 Select a scanner driver.
For some image scanning applications, selection of a scanner driver may not be needed.

5 Select a scanner.

Make sure to select the scanner model that is connected to the computer.

For some image scanning applications, selection of a scanner may not be needed.

6 In the setup window for the scanner driver, configure the scan settings.

For some image scanning applications, the setup window for the scanner driver may not appear.

7 Scan the documents with the image scanning application.

ATTENTION

When the scanner and the computer are communicating, for instance, during scanning, do not perform an operation that causes disconnection of their communication, such as unplugging the USB cable or logging off the user account.

1.10 Bundled Software

Overview of Bundled Software

> **HINT**
> The software can be installed from the bundled Setup DVD-ROM or downloaded from the download page to which the bundled Setup DVD-ROM links and then installed.

The following softwares are bundled with this product:

● PaperStream IP driver
The PaperStream IP driver is a scanner driver that conforms to the TWAIN/ISIS standard.
There are three types of PaperStream IP drivers.
  - PaperStream IP (TWAIN) for SP Series
  Conforms to the TWAIN standard. Used when you operate the scanner using TWAIN-compliant 32-bit applications.
  - PaperStream IP (TWAIN x64) for SP Series
  Conforms to the TWAIN standard. Used when you operate the scanner using TWAIN-compliant 64-bit applications.
  Can be installed on a 64-bit operating system.
  - PaperStream IP (ISIS) for SP Series
  Conforms to the ISIS standard. Used when you operate the scanner using ISIS-compliant applications.

  For details, refer to the PaperStream IP driver's Help.

● Software Operation Panel
Allows you to configure various settings such as scanner operations and the management of consumables. It is installed together with the PaperStream IP driver.
For details, refer to "Chapter 8 Operational Settings" (page 88).

● Error Recovery Guide
Details the status of the scanner and explains how to resolve problems encountered. It is installed together with the PaperStream IP driver.

● PaperStream Capture Lite
An image scanning application which supports PaperStream IP (TWAIN) for SP Series. By defining scan settings as document profiles, you can customize the settings according to your preference.

● Presto! PageManager
An image scanning application which supports PaperStream IP (TWAIN) for SP Series. It allows you to scan, share, and organize documents easily.
For details, refer to the Presto! PageManager help and the Presto! PageManager manual.

● ABBYY FineReader Sprint
An application which supports PaperStream IP (TWAIN) for SP Series. It does not support the WIA driver. It allows you to convert a scanned image to a Word or Excel (*1) file.
For details, refer to the ABBYY FineReader Sprint Help.

● Manuals
Safety Precautions and the Operator's Guide are installed.

● Scanner Central Admin Agent
Allows you to update firmware for multiple scanners at the same time and centralize the management and monitoring of multiple scanners. Can be used to monitor the operating status of scanners and check the information on scanners.
Required applications vary depending on the type of operation.
For details, refer to the Scanner Central Admin User's Guide.

● SP Series Online Update
Checks for the latest software and firmware updates for SP Series and applies them.
For details, refer to the SP Series Online Update Help.

*1: Microsoft$^®$ Office products need to be installed.

For details about how to configure the scanner settings and scan different types of documents with the image scanning application, refer to "Chapter 4 Various Ways to Scan" (page 42).

System Requirements

The system requirements are as follows:

Operating system	• Windows Vista® Home Basic (32-bit/64-bit) (Service Pack 2) (*1) • Windows Vista® Home Premium (32-bit/64-bit) (Service Pack 2) (*1) • Windows Vista® Business (32-bit/64-bit) (Service Pack 2) (*1) • Windows Vista® Enterprise (32-bit/64-bit) (Service Pack 2) (*1) • Windows Vista® Ultimate (32-bit/64-bit) (Service Pack 2) (*1) • Windows Server® 2008 Standard (32-bit/64-bit) (Service Pack 2) (*1) (*2) • Windows Server® 2008 R2 Standard (64-bit) (Service Pack 1) (*1) (*2) • Windows® 7 Home Premium (32-bit/64-bit) (Service Pack 1) • Windows® 7 Professional (32-bit/64-bit) (Service Pack 1) • Windows® 7 Enterprise (32-bit/64-bit) (Service Pack 1) • Windows® 7 Ultimate (32-bit/64-bit) (Service Pack 1) • Windows Server® 2012 Standard (64-bit) (*1) (*2) (*3) • Windows Server® 2012 R2 Standard (64-bit) (*1) (*2) (*3) • Windows® 8 (32-bit/64-bit) (*3) • Windows® 8 Pro (32-bit/64-bit) (*3) • Windows® 8 Enterprise (32-bit/64-bit) (*3)

Operating system	• Windows® 8.1 (32-bit/64-bit) (including updates) (*3) • Windows® 8.1 Pro (32-bit/64-bit) (including updates) (*3) • Windows® 8.1 Enterprise (32-bit/64-bit) (including updates) (*3) • Windows® 10 Home (32-bit/64-bit) (*3) • Windows® 10 Pro (32-bit/64-bit) (*3) • Windows® 10 Enterprise (32-bit/64-bit) (*3) • Windows® 10 Education (32-bit/64-bit) (*3)
CPU	Intel® Pentium® 4 1.8 GHz or higher (Recommended: Intel® Core™ i5 2.5 GHz or higher, except for the CPU for mobile devices)
Memory	1 GB or more (Recommended: 4 GB or more)
Hard disk drive	5400 rpm or higher (Recommended: 7200 rpm or higher)
Display resolution	1024 × 768 pixel or higher, 65536-color display
Hardware disk space	Requires free space of 2.2 GB or more (*4)
DVD Drive	Required for installing the software
Interface	USB2.0/1.1

*1: PaperStream Capture Lite is not supported.

*2: Presto! PageManager and ABBYY FineReader Sprint are not supported.

*3: The bundled software operates as a desktop application.

*4: Required disk space for scanning documents varies according to the file size of the scanned images.

Installing the Bundled Software

This section explains about the procedure to install the software from the bundled Setup DVD-ROM.
The following software can be installed:

- PaperStream IP (TWAIN) for SP Series
- PaperStream IP (TWAIN x64) for SP Series
- PaperStream IP (ISIS) for SP Series
- Software Operation Panel
- Error Recovery Guide
- PaperStream Capture Lite
- Presto! PageManager
- ABBYY FineReader Sprint
- Manuals
- Scanner Central Admin Agent
- SP Series Online Update

ATTENTION

If an old version of the software is installed, uninstall it first. For details about how to uninstall the software, refer to "A.4 Uninstalling the Software" (page 112).

1 Turn on the computer and log onto Windows as a user with administrator privileges.

2 Insert the Setup DVD-ROM into the DVD drive.
⇨ The [SP Series Setup] window appears.

HINT

If the [SP Series Setup] window does not appear, open [Windows Explorer] or [Computer] and double-click [Setup.exe] in the Setup DVD-ROM.

3 Click the [Install software] button.

⇨ The window that shows information on the software appears.

4 Check the contents and click the [Next] button.

5 Click the button for the software you want to install.

6 Install the software following the instructions displayed on the screen.

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Chapter 2 How to Load Documents

This chapter explains how to load documents on the scanner.

2.1 Loading Documents into the ADF

This section explains how to load documents into the ADF.

Preparation

> **HINT**
> For details about the paper size and quality required for normal operations, refer to "2.3 Documents for Scanning" (page 34).

1 If you are loading multiple sheets, check the documents.

1 Check that the documents to be loaded are of the same width. Documents that are different in width can not be loaded together at a time.

2 Check the number of sheets.

Up to 50 sheets can be loaded (with paper weight of 80 g/m^2 [20 lb] and thickness of the document stack under 5 mm). For details, refer to "Loading Capacity" (page 36).

2 Fan the documents.

1 Grab a stack of documents, which should be 5 mm or less.

2 Hold both ends of the documents and fan them a few times.
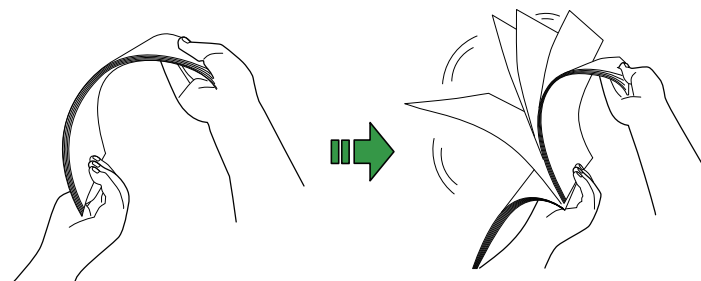
3 Rotate the documents by 90 degrees and fan them in the same manner.

4 Perform steps 1 to 3 for all documents.

5 Align the edges of the documents.

> **HINT**
> For more details about how to fan documents, refer to the Error Recovery Guide.

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How to Load Documents

1 Set the ADF paper chute (feeder).
For details, refer to "1.6 Setting Up the ADF Paper Chute (Feeder)" (page 22).

2 Lift up the stopper if needed.
For details, refer to "1.7 Setting Up the Stacker" (page 23).

3 Load documents in the ADF paper chute (feeder).
Load the documents with the front side (scanning side) facing up.
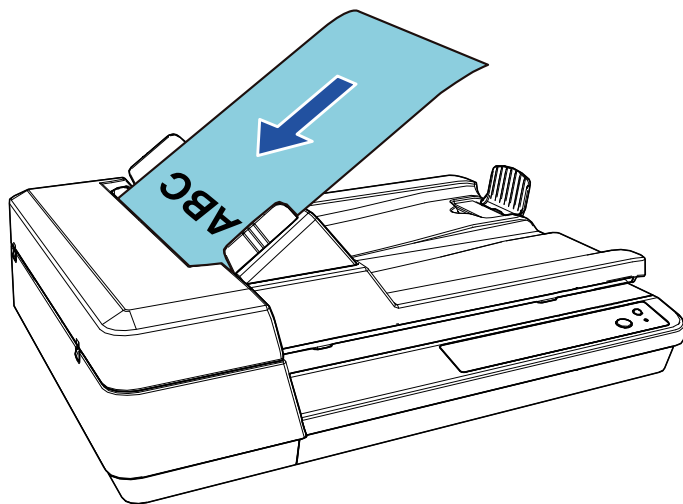
ATTENTION
- Remove all paper clips and staples.
- Reduce the number of sheets if a multifeed or pick error occurs.

4 Adjust the side guides to the width of the documents.
Do not leave space between the side guides and the documents.

Otherwise, the documents may be fed skewed.

Side Guides
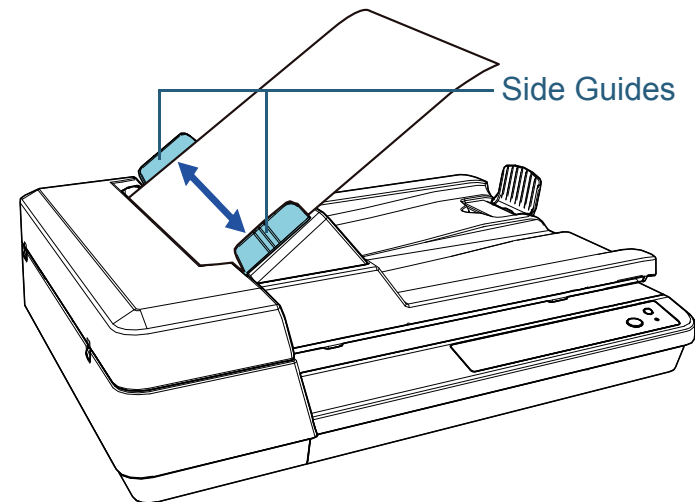
5 Scan the documents with the image scanning application.
For details, refer to the image scanning application manual.

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2.2 Placing a Document on the Flatbed

1 Open the document cover.
For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

2 Place a document on the document bed.
Place the document face-down to align its top left-hand corner with the reference point.

Reference Point

3 Close the document cover.
For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

4 Scan the document with the image scanning application.
For details, refer to the image scanning application manual.
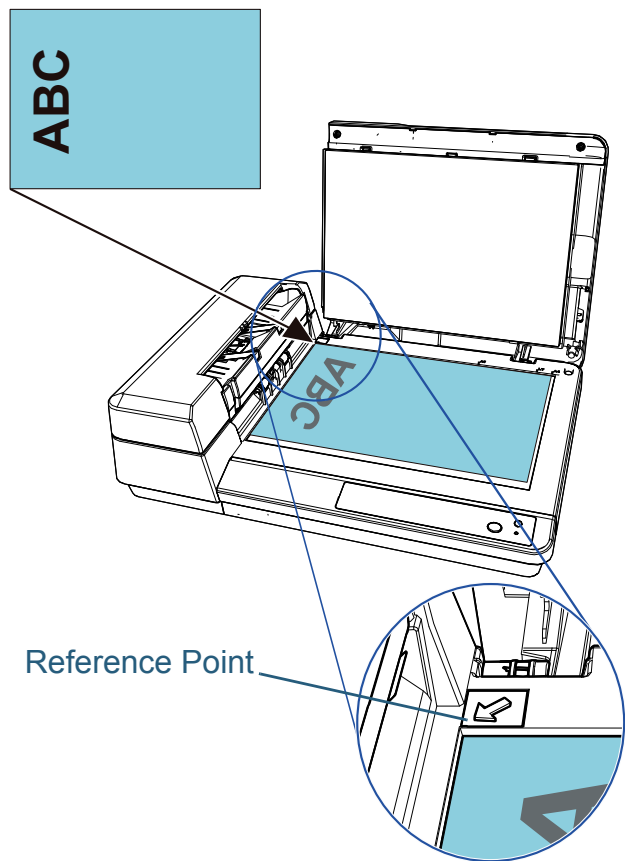
2.3 Documents for Scanning

Paper Size

The following paper sizes can be scanned:

ADF	• Maximum size (width × length)
	  - A4 (portrait) (210 × 297 mm/8.3 × 11.7 in.)
	  - Legal (8.5 × 14 in.)
	  - Long Page (*1)
	    (216 × 863 mm/8.5 × 34 in., 216 × 3,048 mm/ 8.5 ×120 in.)
	 • Minimum size (width × length)
	  114 × 140 mm (4.49 × 5.51 in.)

Flatbed	• Maximum size (width × length)
	  216 × 297 mm (8.50 × 11.69 in.)
	 • Minimum size (width × length)
	  25.4 × 25.4 mm (1.0 × 1.0 in.)

*1: Depending on the application or the scan settings for the scanner driver, there may be insufficient memory to perform scanning. When a long page is scanned, a maximum length of 3,048 mm (120 in.) can be scanned with a scanning resolution of 200 dpi or lower.

Conditions

The following documents can be scanned with the ADF. To scan documents other than the following, use the flatbed.

Paper Type

The following paper types are recommended:
• Wood-free paper
• Wood-containing paper
• PPC paper (recycled)

When using paper types other than the above, make sure to test with the same type of paper first to check if the document can be scanned.

Paper Weight (Thickness)

The following paper weights can be used:
• 52 to 127g/m^2 (14.0 to 34.3 lb)

Precautions

The following types of documents may not be scanned successfully:

- Tracing paper
- Documents that are not square or rectangular
- Very thin paper

The following types of documents must not be scanned:

- Paper-clipped or stapled documents
- Documents on which the ink is still wet
- Documents smaller than 114 × 140 mm (4.5 × 5.5 in.)
- Documents wider than 216 mm (8.5 in.)
- Documents other than paper such as fabric, metal foil, and OHP film
- Plastic card
- Important documents that must not be damaged or smeared
- Documents of non-uniform thickness (such as envelopes or documents with attachments)
- Wrinkled or curled documents
- Folded or torn documents
- Coated paper
- Carbon paper
- Carbonless paper
- Photosensitive paper
- Perforated documents
- Photographs (photographic paper)

ATTENTION

- Since carbonless paper contains chemical substances that may harm the pad unit or rollers (such as the pick roller unit), damage to the scanner may occur.
- If you scan wood-containing paper, the life of the pad unit and the pick roller unit may end sooner compared to scanning wood-free paper.
- The pad unit and the pick roller unit may be damaged when a photo/sticky note on the document comes in contact with these parts during scanning.
- The surface of the document may be damaged when gloss papers such as photographs are scanned.
- The light of the LED may reflect brightly when gloss papers are scanned.

HINT

- When scanning semi-transparent documents, increase the brightness for scanning in the scanner driver to avoid bleed-through.
- When you scan documents written in lead pencil, make sure to clean the rollers frequently. Otherwise, the rollers will be contaminated which may leave black traces on the document or cause feeding errors.
  For details about cleaning, refer to "Chapter 5 Daily Care" (page 49).
- If multifeeds, pick errors, or paper jams occur frequently, refer to "7.3 Troubleshooting" (page 70).
- When you scan documents with the ADF, all documents must be flat on the leading edge. Make sure that curls on the leading edge of the documents are kept within the following range:
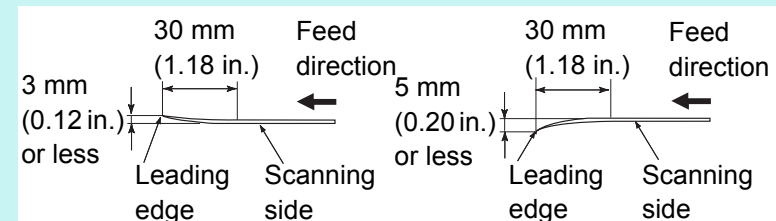
Loading Capacity

The number of sheets that can be loaded in the ADF paper chute (feeder) is determined by the paper size and paper weight. See the graph below.
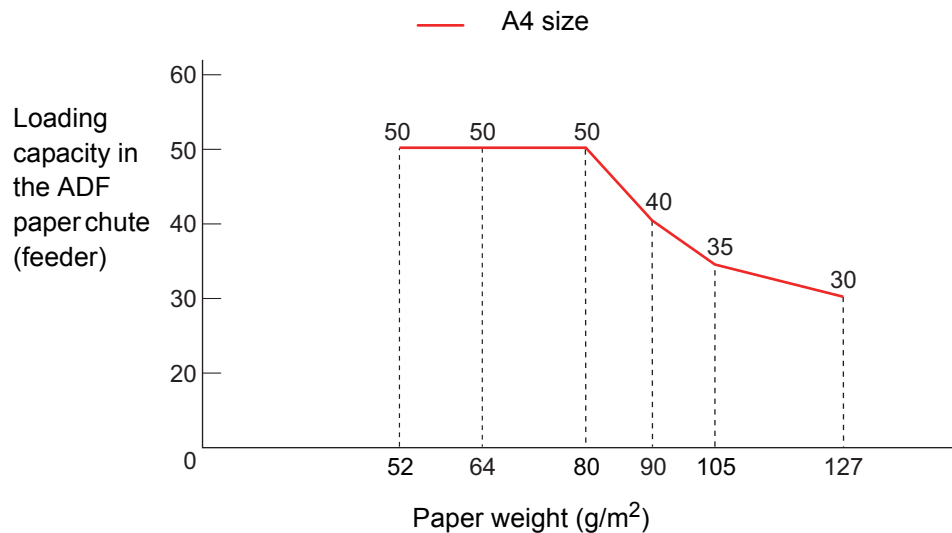
Unit	Conversion						
g/m^2	52	64	75	80	90	105	127
lb	14.0	17.1	20.3	21.5	24.0	28.0	34.3
kg	45	55	65	69	77	90	110

Area Not to Be Perforated

An error may occur when there are punched holes in the area shaded in light blue in the figure below.
Use the flatbed to scan such documents.

Fig. 1
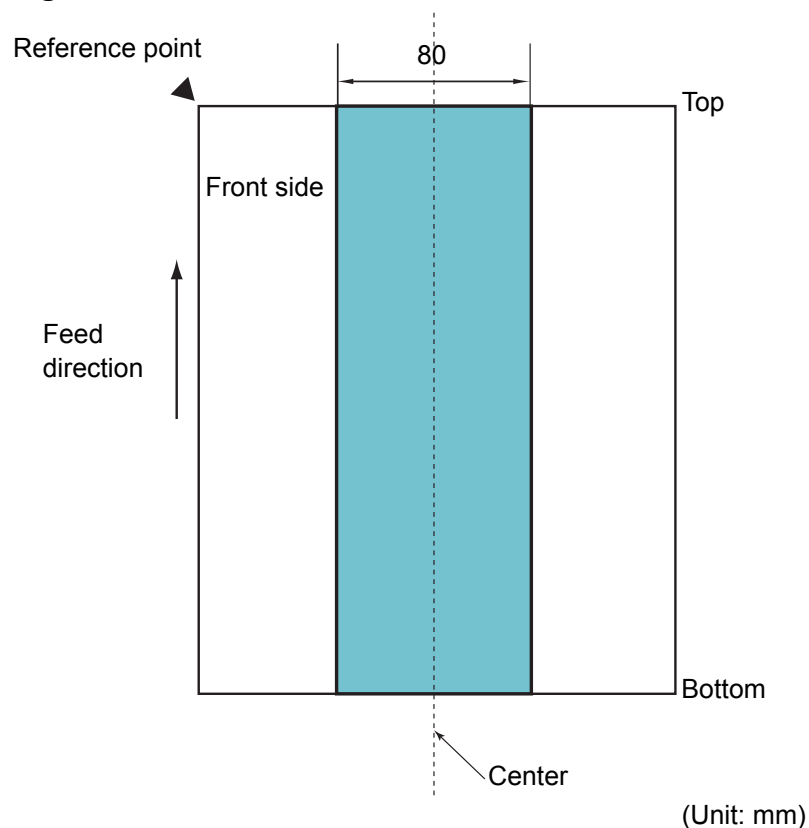
Reference point

80

Top

Front side

Feed direction

Bottom

Center

(Unit: mm)

ATTENTION
The above conditions apply when you align the center of a document with the center of the roller part of the pick roller unit.

Conditions for Multifeed Detection

Multifeed is an error where two or more sheets are fed through the ADF at once. Multifeed can be detected by enabling the multifeed detection in the scanner driver.
The following conditions are required for an accurate multifeed detection.

- Paper weight: 52 to 127 g/m^2 (14.0 to 34.3 lb)
- Do not punch holes within 80 mm (3.15 in.) over the center of the document. See .
- Do not attach other documents within 80 mm (3.15 in.) over the center of the document. See .
- Altitude: 0 to 2,000 m
  When a document that weighs 100 g/m^2 (26.8 lb) or more is scanned at a high altitude (higher than 2,000 m), it may be detected as a multifeed.

ATTENTION
- The above conditions apply when you align the center of a document with the center of the roller part of the pick roller unit.
- Scanning a thick document always causes the wrong multifeed detection. So, disable the multifeed detection in the scanner driver when scanning such documents.

HINT
Accuracy of multifeed detection may drop with some documents.
Multifeed cannot be detected for the top 30 mm of a document.

Conditions for Automatic Page Size Detection

[Automatic Page Size Detection] does not work with the following types of documents:

- Non-rectangular documents

[Automatic Page Size Detection] may not work with the following types of documents:

- White documents with glossy edges
- Documents with darkish (gray) edges

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Chapter 3   How to Use the Operator Panel

This chapter explains how to use the operator panel.

3.1 Operator Panel

The operator panel consists of buttons and the LED indicator.

Names and Functions

[Power] Button

Turns the power on/off.
Lights in green when the scanner is turned on.
Flashes immediately after the scanner is turned on or when the scanner resumes from power saving mode.

LED Indicator

Lights in orange or flashes in orange when an error occurs.

[Scan/Stop] Button (*1)

Launches the linked application software.
Cancels the scan while scanning by pressing this button.

---

*1: For details about the setup method for a scan using the [Scan/Stop] button, refer to the scanner driver's Help or "Using a Button on the Scanner to Start Scanning" (page 47).

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Indications for the LED Indicator and the [Power] Button

LED Indicator	[Power] Button	Description
Off	Flashing	This combination indicates that the initialization is in process after the scanner is turned on. This combination stays as it is from the time that the scanner resumes from power saving mode or the ADF is closed up until the time that the scanner enters ready status.
Off	Lit	The scanner is in ready status. Indicates that the initialization was successfully completed after the scanner is turned on. This combination also occurs when the scanner is in power saving mode.
Lit	Lit	Indicates that a temporary error occurred during scanning. For more details about the errors, refer to "Temporary Errors" (page 68).
Flashing	Lit or Flashing	Indicates that a device error (alarm) occurred during initialization or scanning. For more details about the errors, refer to "Device Errors" (page 69).

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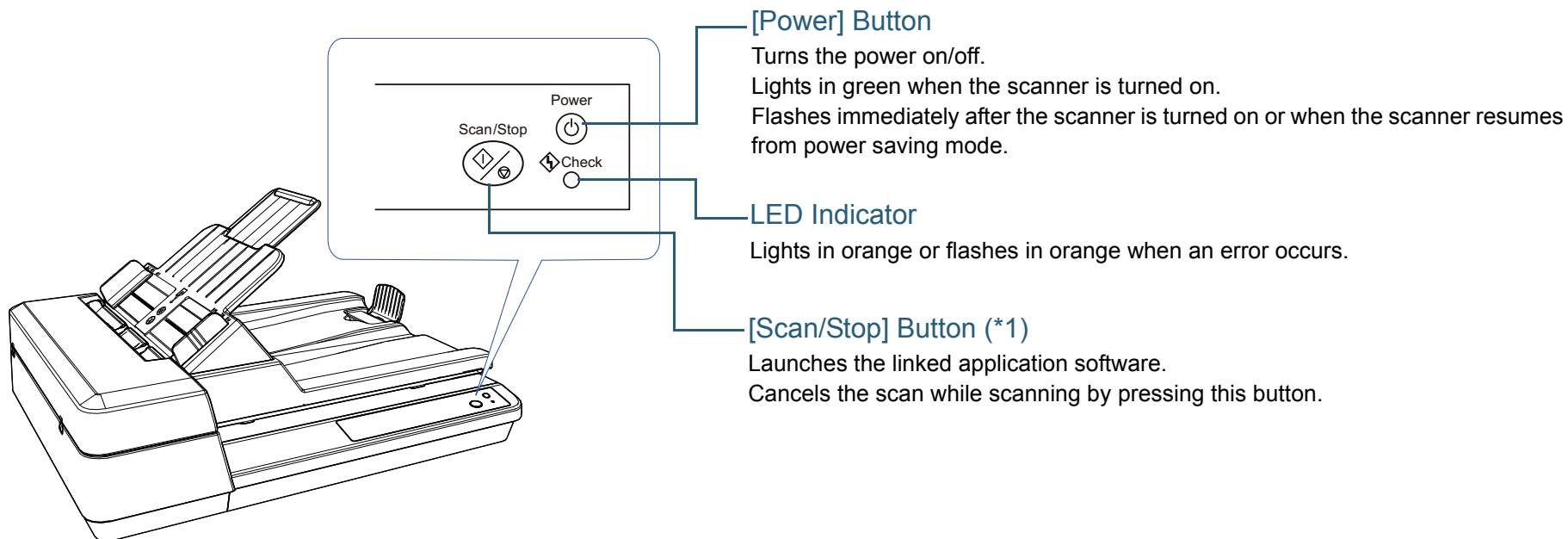Replacing the
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Chapter 4   Various Ways to Scan

This chapter explains how to configure scanner settings and scan different types of documents with the image scanning application.

4.1 Summary

The following lists the main ways of scanning documents:

Scanning Documents of Different Types and Sizes

- "Long Page Scanning" (page 44)
- "Scanning a Book" (page 45)
- "Scanning a Large Document on the Flatbed" (page 46)

Advanced Scanning

- "Using a Button on the Scanner to Start Scanning" (page 47)

For information on other ways of scanning, refer to the scanner driver's Help.

4.2 Scanning Documents of Different Types and Sizes

Long Page Scanning

Documents with a length up to 3,048 mm (120 in.) can be scanned by long page scanning.

Depending on the resolution setting or the image scanning application, the document sizes that can be scanned may differ.

For details, refer to the image scanning application manual.

1 Load a document in the ADF paper chute (feeder).

For details, refer to "Chapter 2 How to Load Documents" (page 30).

> **ATTENTION**
> - Long page documents should be loaded one sheet at a time in the ADF paper chute (feeder).
> - When you scan long pages, take note of the following:
>   - Loading
>   Hold the document with your hand so it does not fall out of the ADF paper chute (feeder).
>
>
>
>   - Removing
>   Secure enough space around the stacker to prevent the ejected sheet from falling off the stacker.
>
>
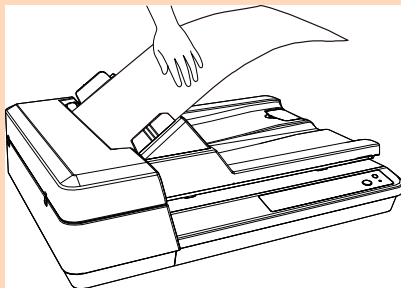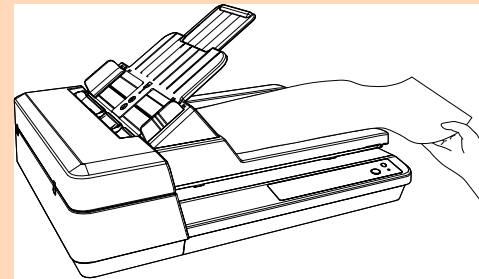
> **HINT**
> To scan documents longer than A4/Letter size, pull out the chute extension all the way.
> For details, refer to "1.6 Setting Up the ADF Paper Chute (Feeder)" (page 22).

2 In the scanner driver, configure the scan settings to scan the paper size of the long page.
For details, refer to the scanner driver's Help.

For some image scanning applications, the setup window for the scanner driver may not appear.

3 Scan the documents with the image scanning application.
For details, refer to the image scanning application manual.

Scanning a Book

1 Open the document cover.
For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

2 Place a document on the document bed.
Place the document face-down to align its top left-hand corner with the reference point.

Reference Point

3 In the scanner driver, configure the scan settings for using the flatbed.
For details, refer to the scanner driver's Help.

4 Scan the documents with the image scanning application.
For details, refer to the image scanning application manual.

⚠ **CAUTION** Do not look directly into the light source.

ATTENTION
Do not move the document during a scan.

5 Close the document cover.
For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

Scanning a Large Document on the Flatbed

1 Open the document cover.

For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

2 Place a document on the document bed.

Place the document face-down to align its top left-hand corner with the reference point.

Reference Point

3 In the scanner driver, configure the scan settings for using the flatbed.

For details, refer to the scanner driver's Help.

4 Scan the documents with the image scanning application.

For details, refer to the image scanning application manual.

⚠ CAUTION | Do not look directly into the light source.

ATTENTION

Do not move the document during a scan.

5 Close the document cover.

For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

4.3 Advanced Scanning

Using a Button on the Scanner to Start Scanning

The [Scan/Stop] button on the operator panel can be configured so that scanning starts when the button is pressed. To configure this setting, you first need to assign an application to be launched from the [Scan/Stop] button.

Computer Setup

1 Confirm that the scanner is connected to the computer, then turn on the scanner.
For details about how to connect the scanner to the computer, refer to the Quick Installation Sheet.
For details about how to turn on the scanner, refer to "1.3 Turning the Power ON/OFF" (page 19).

2 Display the [Control Panel] window.
- Windows Vista/Windows Server 2008/Windows 7
  Click [Start] menu → [Control Panel].
- Windows Server 2012/Windows 8
  Right-click the Start screen, and select [All apps] on the app bar → [Control Panel] under [Windows System].
- Windows Server 2012 R2/Windows 8.1
  Click [↓] on the lower left side of the Start screen → [Control Panel] under [Windows System].
  To display [↓], move the mouse cursor.
- Windows 10
  Right-click the [Start] menu and select [Control Panel].

3 Click [View devices and printers].
⇨The [Devices and Printers] window appears.

4 Right-click on the scanner icon, and select [Scan properties] from the displayed menu.
⇨The properties window of the scanner appears.

5 Click the [Events] tab and select an event.
From the [Select an event] drop-down list, select an event from which you want to launch an application.

In this function, the following events can be specified:

- [Scan Button]
  Press the [Scan/Stop] button

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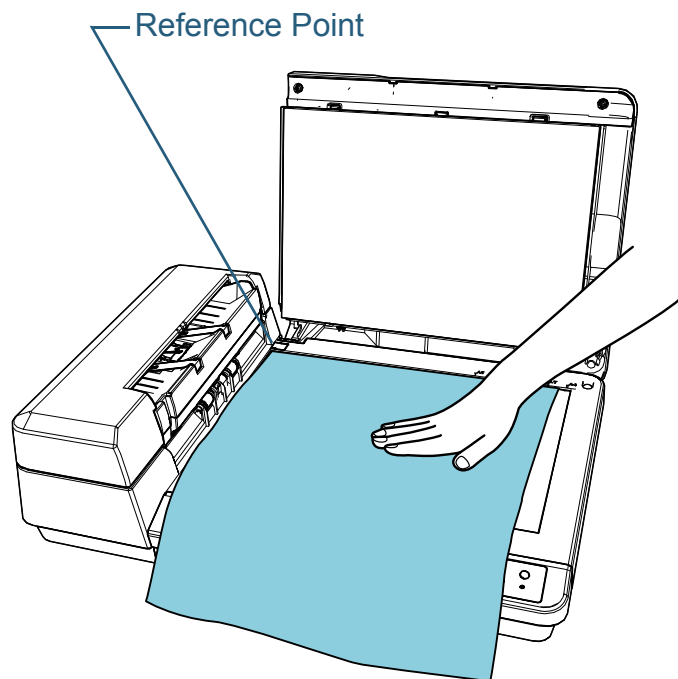Replacing the Consumables
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6 Select an action and an application to be launched by the scanner button event.

Click [Start this program] under [Actions], and select an application from the drop-down list on the right.
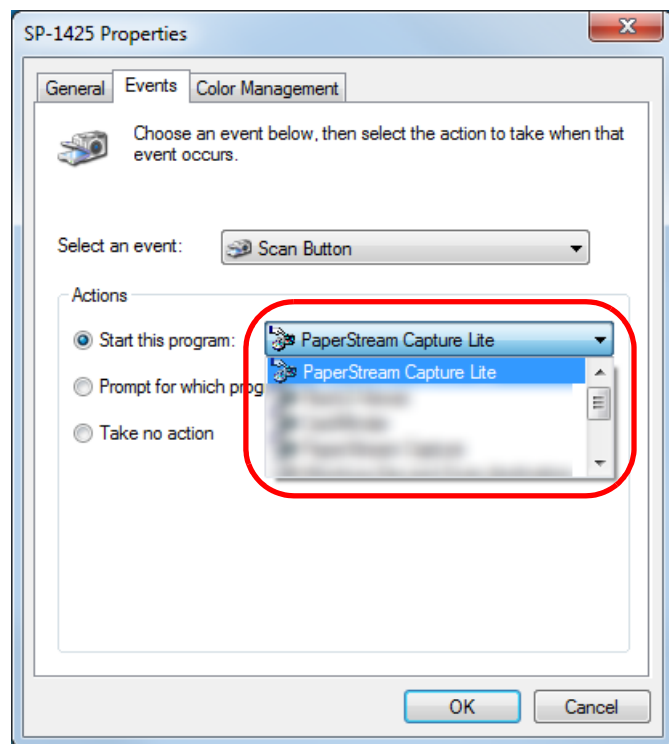
7 Click the [OK] button.

The setup of the computer is completed. Proceed to configure the scanner settings.

Scanner Setup
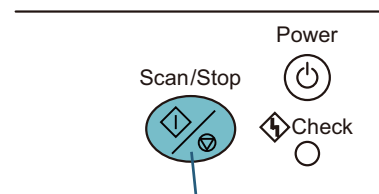
[Scan/Stop] Button

No special settings required.

⇨Press the [Scan/Stop] button to launch the selected application.

HINT
For details about the operator panel, refer to "Chapter 3 How to Use the Operator Panel" (page 39).

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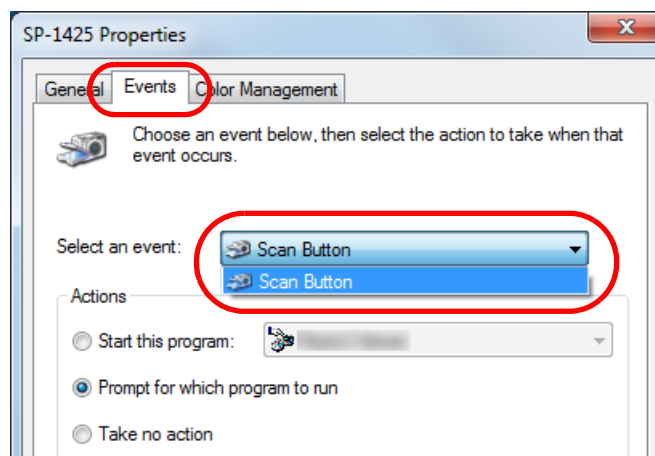Scanner
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Chapter 5   Daily Care

This chapter describes how to clean the scanner.

⚠ CAUTION ⃠	Do not use aerosol spray or spray that contains alcohol. Paper dust blown up by strong air from the spray may enter inside the scanner which may cause the scanner to fail or malfunction. Also note that sparks generated by static electricity may cause a fire.

⚠ CAUTION ⚡ 🔥	The inside of the ADF becomes very hot when the scanner is being used. Before you start cleaning the inside, make sure to turn off the power, unplug the power cable and wait at least 15 minutes for the inside of the ADF to cool down.

5.1 Cleaning Materials and Locations that Require Cleaning

Cleaning Materials

Name	Part No.	Notes
Cleaner F1	PA03950-0352	100 ml Moisten a cloth or Cleaning Paper with this liquid to wipe the scanner clean. It may take a long time to dry if an excessive amount of Cleaner F1 is used. Use it in small quantity. Wipe off the cleaner completely to leave no residue on the cleaned parts.
Cleaning Paper	CA99501-0012	10 sheets Use this non-woven sheet with Cleaner F1.
Cleaning Wipe	PA03950-0419	24 packets Pre-moistened with Cleaner F1. It can be used instead of moistening a cloth with Cleaner F1.
Cotton swab	Commercially available	
Dry cloth		

ATTENTION

In order to use the cleaning materials safely and correctly, read the precautions on each product thoroughly.

For more information about the cleaning materials, contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

Location and Frequency

Location		Frequency
ADF	Pad unit	Every 3,000 sheets
	Pick roller unit	
	Glass	
	Ultrasonic sensor	
	Feed roller	
	Eject roller	
	Plastic idler roller	
	Rubber idler roller	
Flatbed	Document pad	
	Document bed	

ATTENTION

Cleaning cycles may vary depending on the condition of the documents. Also, cleaning must be performed more frequently when the following types of documents are scanned:

- Smooth-faced documents such as coated paper
- Documents with printed text/graphics that almost cover the entire surface
- Documents containing a large amount of calcium carbonate
- Documents written in lead pencil
- Documents on which the toner is not sufficiently fused

5.2 Cleaning the Outside

The outside of the scanner, including the ADF paper chute (feeder) and the stacker, should be cleaned with either a piece of dry cloth, a cloth moistened with Cleaner F1/mild detergent, or a sheet of Cleaning Wipe.

ATTENTION
- To avoid deformation and discoloration, never use paint thinner or any other organic solvents.
- Be careful not to let any moisture or water inside the scanner during cleaning.
- It may take a long time to dry if an excessive amount of Cleaner F1/ mild detergent is used. Use it in small quantity. Wipe off the cleaner completely to leave no residue on the cleaned parts.

Cloth
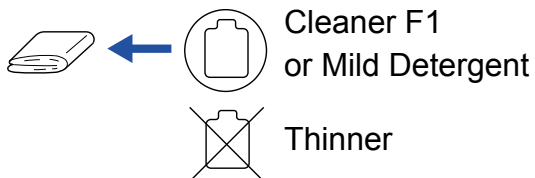
Cleaner F1
or Mild Detergent
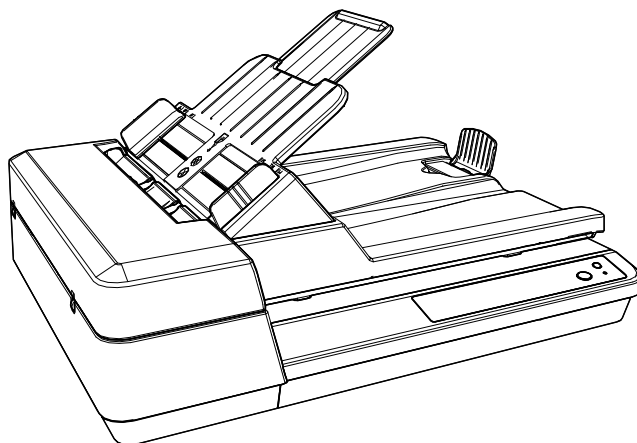
Thinner

Cleaning Wipe

5.3 Cleaning the Inside

Cleaning the ADF (with Cleaning Paper)

The ADF can be cleaned with a sheet of Cleaning Paper moistened with Cleaner F1.

As the scanner continues to feed the documents, paper dust will accumulate inside the ADF and it may cause scanning errors.

Cleaning should be performed approximately every 3,000 sheets scanned. Note that this guideline varies depending on the types of documents you scan. For instance, it may be necessary to clean the scanner more frequently when you scan documents on which the toner is not sufficiently fused.

ATTENTION
- Do not use water or mild detergent to clean the ADF.
- It may take a long time to dry if an excessive amount of Cleaner F1 is used. Use it in small quantity.

1 Turn on the scanner.
For details, refer to "1.3 Turning the Power ON/OFF" (page 19).

2 Spray the Cleaning Paper with Cleaner F1.

3 Set the ADF paper chute (feeder).
For details, refer to "1.6 Setting Up the ADF Paper Chute (Feeder)" (page 22).

4 Lift up the stopper.
For details, refer to "1.7 Setting Up the Stacker" (page 23).

5 Load the Cleaning Paper in the ADF paper chute (feeder).

6 Adjust the side guides to the width of the Cleaning Paper.
Do not leave space between the side guides and the Cleaning Paper. Otherwise, the Cleaning Paper may be fed skewed.

Side Guides
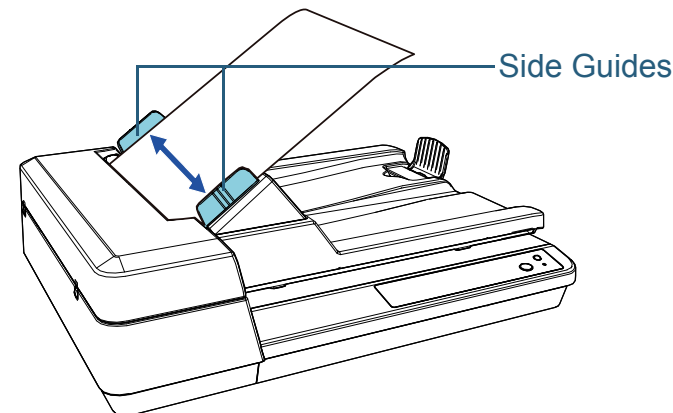
7 Start an application available for scanning and scan the Cleaning Paper.

⇨The Cleaning Paper is fed and ejected onto the stacker.

Cleaning the ADF (with Cloth)

The ADF can be cleaned with a piece of cloth moistened with Cleaner F1, or a sheet of Cleaning Wipe.

As the scanner continues to feed the documents, paper dust will accumulate inside the ADF and it may cause scanning errors.
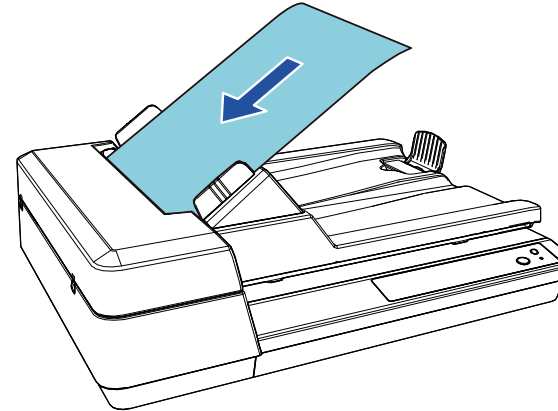
Cleaning should be performed approximately every 3,000 sheets scanned. Note that this guideline varies depending on the types of documents you scan. For instance, it may be necessary to clean the scanner more frequently when you scan documents on which the toner is not sufficiently fused.

⚠ CAUTION	The inside of the ADF becomes very hot when the scanner is being used. Before you start cleaning the inside, make sure to turn off the power, unplug the power cable and wait at least 15 minutes for the inside of the ADF to cool down.

ATTENTION
- Do not use water or mild detergent to clean the ADF.
- It may take a long time to dry if an excessive amount of Cleaner F1 is used. Use it in small quantity. Wipe off the cleaner completely to leave no residue on the cleaned parts.

1 Turn off the scanner and wait for at least 15 minutes.

2 Unplug the power cable.

3 Open the ADF.

⚠ CAUTION	When the ADF is open, it might close accidentally. Be careful not to get your fingers caught.

4 Clean the following locations with a cloth moistened with Cleaner F1 or a sheet of Cleaning Wipe.

Plastic Idler Rollers

Pick Roller Unit

Ultrasonic Sensors

Pad Unit

Rubber Idler Rollers

Eject Rollers

Feed Rollers

Plastic Idler Rollers

Glass

Pad Unit (× 1)

Gently wipe the dirt and dust off the surface of the rubber pad.

⚠ CAUTION	To avoid injuries, be careful not to get your fingers caught on the pick spring (metal part).

Ultrasonic Sensor (× 2)

Gently wipe the dirt and dust off the surface of the ultrasonic sensors. If it is difficult to clean, use a cotton swab.

Glass (× 2)

Gently wipe the dirt and dust off the surface of the glass sections.

Pick Roller Unit (× 1)/Plastic Idler Roller (× 4)/Feed Roller (× 4)/Eject Roller (× 2)/Rubber Idler Roller (× 2)

Gently wipe off any dirt or dust as you rotate the roller manually, taking care not to damage the roller surface. In particular, if black foreign matter gets on the rollers, make sure that they are cleaned properly.

ATTENTION
- Vertical streaks may appear on the scanned image when the glass sections are dirty.
- When cleaning, be careful not to damage the following parts with your hands, a cloth, or a Cleaning Wipe.
  - Pick spring (metal part)
  - Mylar sheet
  - Document sensor
  - Anti-static brush
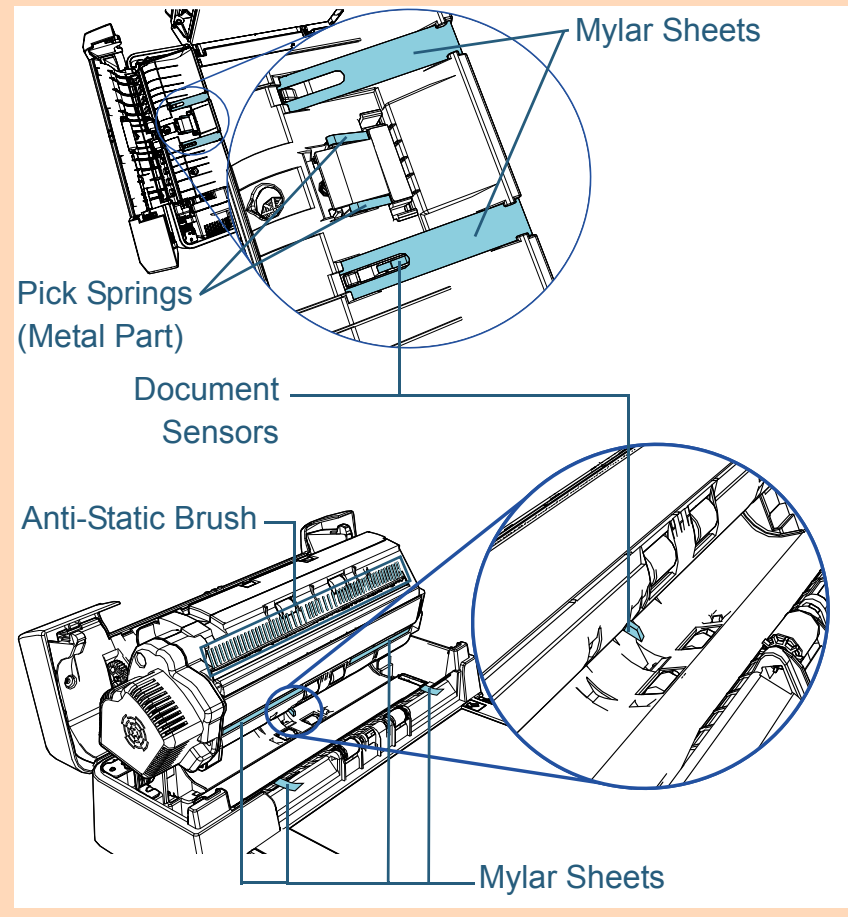
Mylar Sheets

Pick Springs (Metal Part)

Document Sensors

Anti-Static Brush

Mylar Sheets

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5 Close the ADF.

For details, refer to .

> ⚠️ **CAUTION** Be careful not to get your fingers caught when closing the ADF.

ATTENTION

Confirm that the ADF is closed properly. Otherwise, the document may not be fed into the ADF.

6 Plug the power cable, and turn on the scanner.
For details, refer to .

Cleaning the Flatbed

The flatbed can be cleaned with a piece of cloth moistened with Cleaner F1, or a sheet of Cleaning Wipe.

1 Open the document cover.
For details, refer to .

2 Clean the document pad and the document bed with a cloth moistened with Cleaner F1 or a sheet of Cleaning Wipe.

Document Pad

Plastic Frame
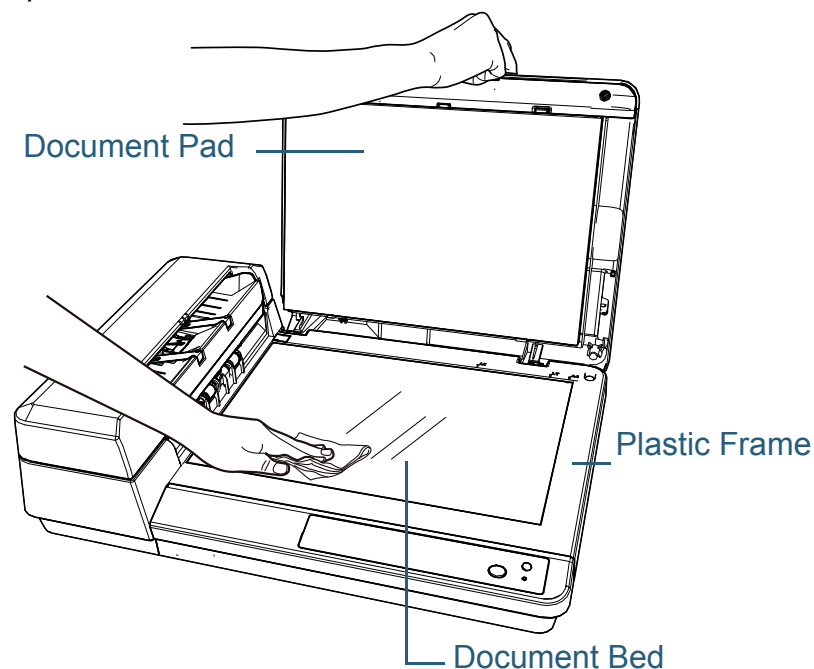
Document Bed

ATTENTION
Be careful not to let the cleaner in between the document bed and the plastic frame.

3 Wait for the cleaned parts to dry.

4 Close the document cover.
For details, refer to "1.5 Opening/Closing the Document Cover" (page 21).

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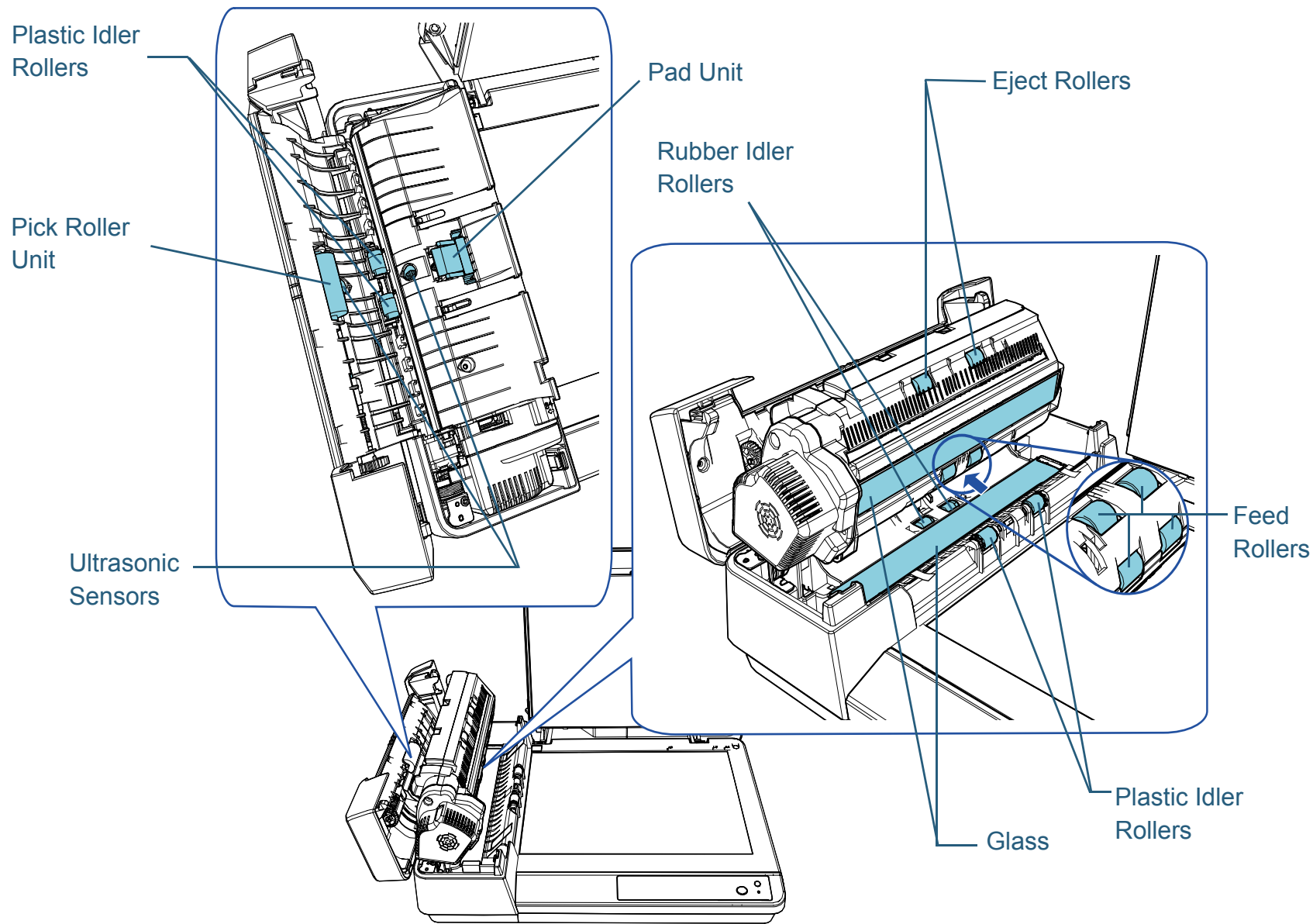Various Ways to Scan

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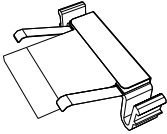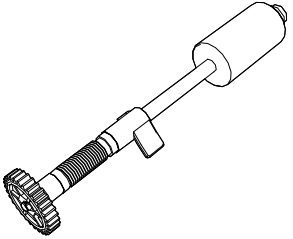
This chapter describes how to replace the consumables for the scanner.

<table>
<tr><td>⚠ CAUTION

⚡

🔥</td><td>The inside of the ADF becomes very hot when the scanner is being used.
Before you replace the consumables, make sure you turn off the power, unplug the power cable and wait at least 15 minutes for the inside of the ADF to cool down.</td></tr>
</table>

6.1 Consumables and Replacement Cycles

The following table shows the consumables used for the scanner.

Name	Part No.	Suggested Replacement Cycle
PAD UNIT	PA03753-0001	30,000 sheets or one year
PICK ROLLER UNIT	PA03753-0002	200,000 sheets or one year

Consumables need to be replaced periodically. It is recommended that you keep a stock of new consumables and replace them before it reaches the end of the consumable life. The scanner records the number of sheets scanned after the consumables (pad unit/pick roller unit) are replaced, which allows you to check the status on each consumable.
For details, refer to "8.4 Settings Related to Sheet Counters" (page 101).
Note that the suggested replacement cycles are guidelines for using A4 (80 g/m^2 [20 lb]) wood-free or wood-containing paper, as these cycles vary depending on the type of documents scanned and how often the scanner is used and cleaned.

HINT
Only use the specified consumables.

To purchase the consumables, contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

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6.2 Replacing the Pad Unit

Replace the pad unit in the following procedure.

1 Turn off the scanner and wait for at least 15 minutes.
For details, refer to "1.3 Turning the Power ON/OFF" (page 19).

2 Unplug the power cable.

3 Remove all documents from the ADF paper chute (feeder).

4 Open the ADF cover.
For details, refer to "1.4 Opening/Closing the ADF" (page 20).

> ⚠ CAUTION
> When the ADF cover is open, it might close accidentally. Be careful not to get your fingers caught.

5 Remove the pad unit.
Squeeze both ends of the pad unit and pull it out in the direction of the arrow.

Pad Unit

> ⚠ CAUTION
> To avoid injuries, be careful not to get your fingers caught on the metal part that has been exposed after the pad unit was removed or the pick spring (metal part).

Pick Springs (Metal Part)

Metal Part
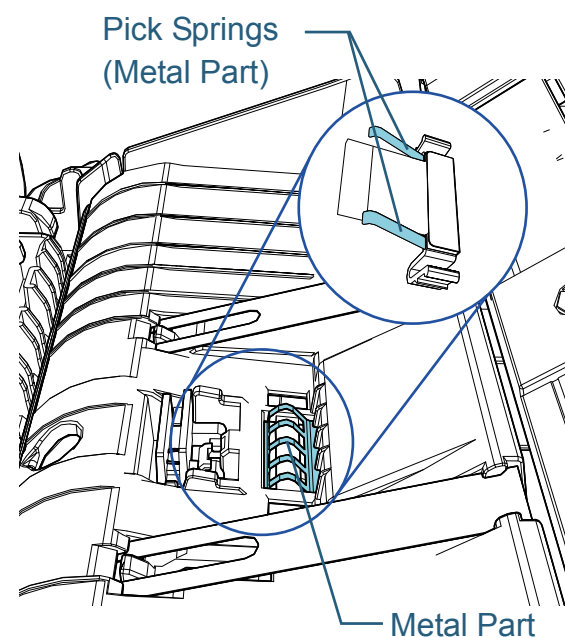
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6 Attach a new pad unit.

Place the pad unit in its original position and push the right and left catches into slots.
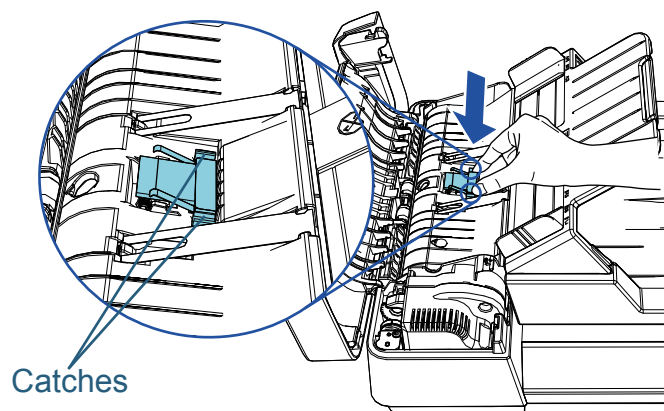
Catches

⚠ CAUTION	To avoid injuries, be careful not to get your fingers caught on the metal part that has been exposed after the pad unit was removed or the pick spring (metal part).

ATTENTION

Check that the pad unit is attached properly. Otherwise, it may cause feeding errors such as paper jams.

7 Close the ADF cover.

For details, refer to "1.4 Opening/Closing the ADF" (page 20).

⚠ CAUTION	Be careful not to have your fingers caught when the ADF cover closes.

8 Plug the power cable, and turn on the scanner.

For details, refer to "1.3 Turning the Power ON/OFF" (page 19).

9 Reset the sheet counter in the Software Operation Panel.

For details, refer to "Resetting the Sheet Counters" (page 102).

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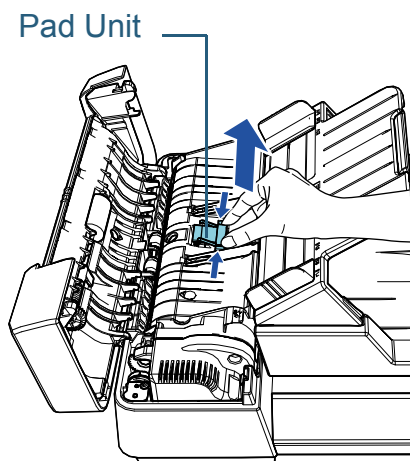Operational Settings

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6.3 Replacing the Pick Roller Unit

Replace the pick roller unit in following procedure.

1 Turn off the scanner and wait for at least 15 minutes.
For details, refer to "1.3 Turning the Power ON/OFF" (page 19).

2 Unplug the power cable.

3 Remove all documents from the ADF paper chute (feeder).

4 Open the ADF cover.
For details, refer to "1.4 Opening/Closing the ADF" (page 20).

⚠ CAUTION	When the ADF cover is open, it might close accidentally. Be careful not to get your fingers caught.

5 Remove the pick roller unit.
1 Rotate the bushing until it clicks in the direction of the arrow.

Pick Roller Unit
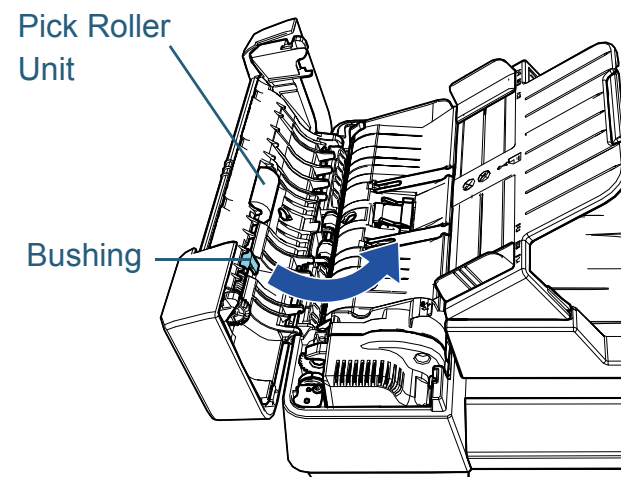
Bushing

2 Move it to the right while holding the busing, and remove it towards you.

Bushing

6 Attach a new pick roller unit.

1 Insert the end of the shaft into the slot while holding the bushing, and insert the other end to the left.

Slot

Pick Roller Unit
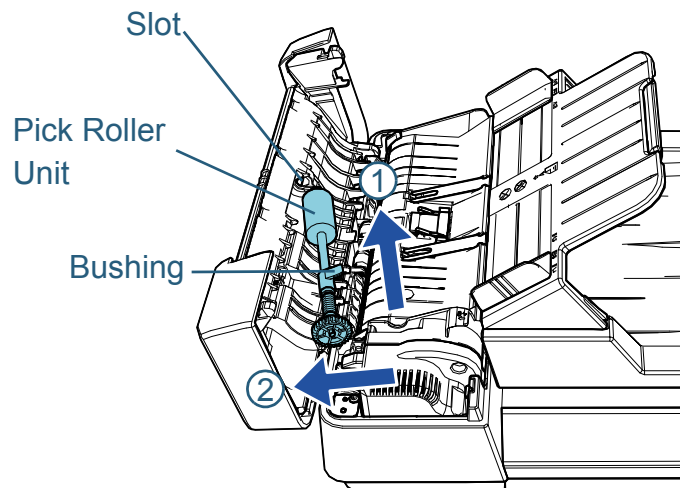
Bushing

2 Rotate the bushing until it clicks in the direction of the arrow.

Bushing
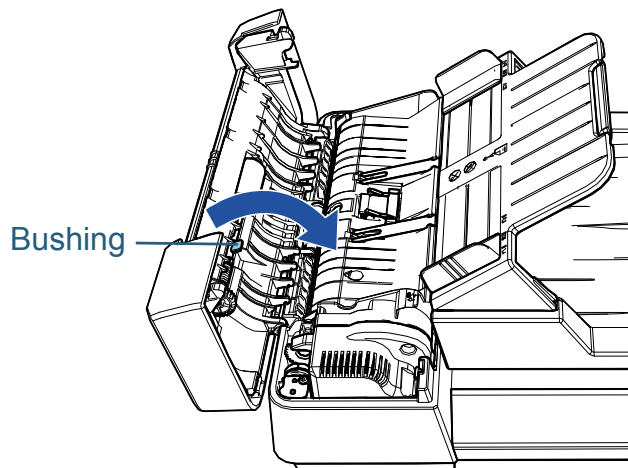
ATTENTION

Check that the pick roller unit is attached properly. Otherwise, it may cause feeding errors such as paper jams.

7 Close the ADF cover.
For details, refer to .

> ⚠ **CAUTION** Be careful not to have your fingers caught when the ADF cover closes.

8 Plug the power cable, and turn on the scanner.
For details, refer to .

9 Reset the sheet counter in the Software Operation Panel.
For details, refer to .

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Chapter 7   Troubleshooting

This chapter explains about the countermeasures against paper jams and other troubles, items to check before contacting your scanner service provider, and how to read the product labels on the scanner.

ATTENTION
For details about other errors/troubles that are not covered in this chapter, refer to the scanner driver's Help or the Error Recovery Guide.

7.1 Paper Jam

When your document is jammed inside the scanner, remove the document in the following procedure:

⚠ CAUTION	● Do not use force to pull out the jammed document, and make sure to open the ADF first. ● Be careful not to touch any sharp parts upon removing jammed documents. ● Be careful not to get things such as hair, a tie or necklaces caught inside the scanner. ● The inside of the ADF may become extremely hot during operation.

1 Remove all documents from the ADF paper chute (feeder).

2 Open the ADF.

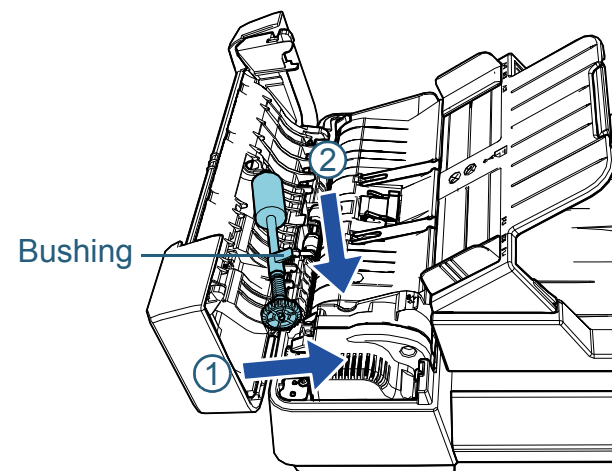For details, refer to "1.4 Opening/Closing the ADF" (page 20).

⚠ CAUTION	When the ADF is open, it might close accidentally. Be careful not to get your fingers caught.

3 Remove the jammed document.
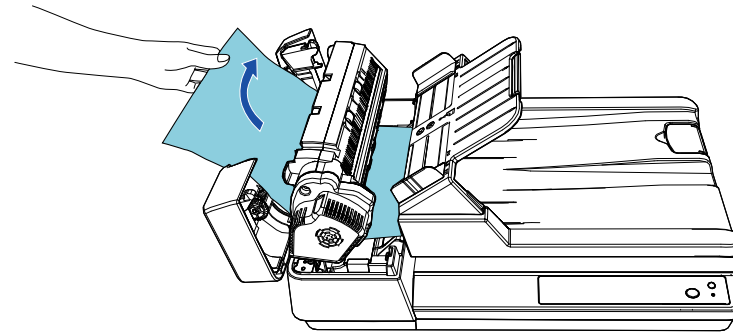
ATTENTION
● Make sure to check the documents and the paper path thoroughly. Remove any metal objects such as staples or paper clips to prevent paper jams.
● Be careful not to damage the glass surfaces and the guides when removing documents with metal objects such as staples or paper clips.

4 Close the ADF.

For details, refer to "1.4 Opening/Closing the ADF" (page 20).

⚠ CAUTION	Be careful not to get your fingers caught when closing the ADF.

ATTENTION
● Confirm that the ADF is closed properly. Otherwise, the document may not be fed into the ADF.
● Occasionally when scanning is complete or canceled, documents may remain in the ADF without any error message displayed. In that case, remove the documents by following the above steps 1 to 4.

7.2 Error Indications on Operator Panel

When an error occurs during operation, the LED indicator and the [Power] button on the operator panel operate as follows:

- For temporary errors
  The LED indicator lights up.
  The [Power] button remains lit.
- For device errors
  The LED indicator flashes.
  The [Power] button remains lit or flashes.

Temporary errors can be recovered by the operator, whereas device errors require troubleshooting by a service engineer.
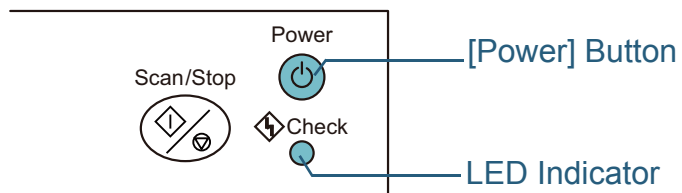
If the Error Recovery Guide is installed in the computer, the Error Recovery Guide window appears when the Windows operating system is started up. When an error occurs, the Error Recovery Guide window displays related information such as the name of the error and the error code (number). Write down the information shown in the window and click the [More Info] button to check for troubleshooting methods.
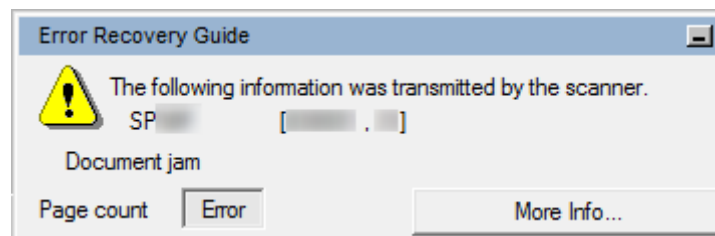
Temporary Errors

The following are lists of temporary errors which can be recovered by operators.

When a temporary error occurs, the LED indicator on the operator panel lights up. The [Power] button remains lit.

Item	Action
Paper jammed.	1 Remove the jammed document. For details, refer to "7.1 Paper Jam" (page 66). 2 Check if the document is suitable for scanning by ADF. For details, refer to "2.3 Documents for Scanning" (page 34).
Multifeed occurred.	1 Remove the jammed document. For details, refer to "7.1 Paper Jam" (page 66). 2 Close the ADF and reload the documents.
The ADF was opened during scanning.	Close the ADF and reload the documents.

Device Errors

The following are lists of device errors which require troubleshooting by a service engineer.

LED Indicator	[Power] Button	Item	Action
Flashes 7 times	Lights up	An optical error (ADF front or flatbed) occurred.	1 Clean the glass sections or the document bed. For details, refer to "Chapter 5 Daily Care" (page 49).
Flashes 3 times	Lights up	An optical error (ADF back) occurred.	2 Turn the scanner off then back on. If the problem persists, write down the status of the LED indicator and the [Power] button and contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.
Flashes 4 times	Lights up	A flatbed motor error occurred.	Turn the scanner off then back on. If the problem persists, write down the status of the LED indicator and the [Power] button and contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.
Flashes 6 times	Lights up	An EEPROM error occurred.	
Flashes 7 times	Flashes 7 times	A memory error occurred.	
Flashes 3 times	Flashes 3 times	An LSI error occurred.	
Flashes (continuously)	Lights up	An error not mentioned above occurred.	

7.3 Troubleshooting

This section describes the actions to take for troubles that may occur while you are using the scanner. Please check the following items before you request a repair. If the problem persists, check each item in "7.4 Before You Contact the Scanner Service Provider" (page 85), and then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.
The following are some examples of troubles that you may experience.

Symptoms
"Scanner cannot be powered ON." (page 71)
"Scanning does not start." (page 72)
"Image quality is poor." (page 73)
"Quality of scanned text or lines is unsatisfactory." (page 74)
"Images are distorted or not clear." (page 75)
"Vertical streaks appear on the scanned image." (page 76)
"The LED indicator on the operator panel is lit or flashing after the scanner is turned on." (page 77)
"Multifeed error occurs frequently." (page 78)
"Situation in which the document is not fed into the ADF occurs frequently." (page 80)
"Paper jams/pick errors occur frequently." (page 81)
"Scanned images turn out elongated." (page 82)
"A shadow appears at the top or the bottom of the scanned image." (page 83)

Symptoms
"There are black traces on the document." (page 84)

Scanner cannot be powered ON.

| Is the power cable connected properly? | ➡ | Connect the power cable properly. |

Yes ⬇   No

| Did you press the [Power] button on the scanner's operator panel? | ➡ | Press the [Power] button on the operator panel. |

No

Yes

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

Scanning does not start.

Is the document loaded in the ADF paper chute (feeder) correctly?

➡ No → Reload the document in the ADF paper chute (feeder).

Yes ⬇

Is the ADF closed properly?

➡ No → Close the ADF firmly.
If the document is caught in the ADF, remove the document and close the ADF.

Yes ⬇

Is the USB cable connected properly?

➡ No → Connect the USB cable properly.
For details, refer to the Quick Installation Sheet.

Yes ⬇

Is the connector on the USB cable broken or damaged?

➡ Yes → Use a new cable and make sure that it is connected properly.

No ⬇

Does scanning start after turning the scanner off then back on?

➡ Yes → The scanner is operating correctly.

No →

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

Image quality is poor.

Did you configure the settings in the scanner driver to scan in black & white mode?

Yes → Configure the scan settings that do not "binarize" (output in black and white) in the scanner driver, and then perform a scan. (*1)

No ↓

ADF:
Are the glass sections and rollers inside the ADF clean?
Flatbed:
Are the document pad and document bed clean?

No → Clean the parts that are not clean.
For details, refer to "Chapter 5 Daily Care" (page 49).

Yes →

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

*1: The scanned image may differ from the original image significantly if you simply "binarize" (output in black & white) a picture or a photo.

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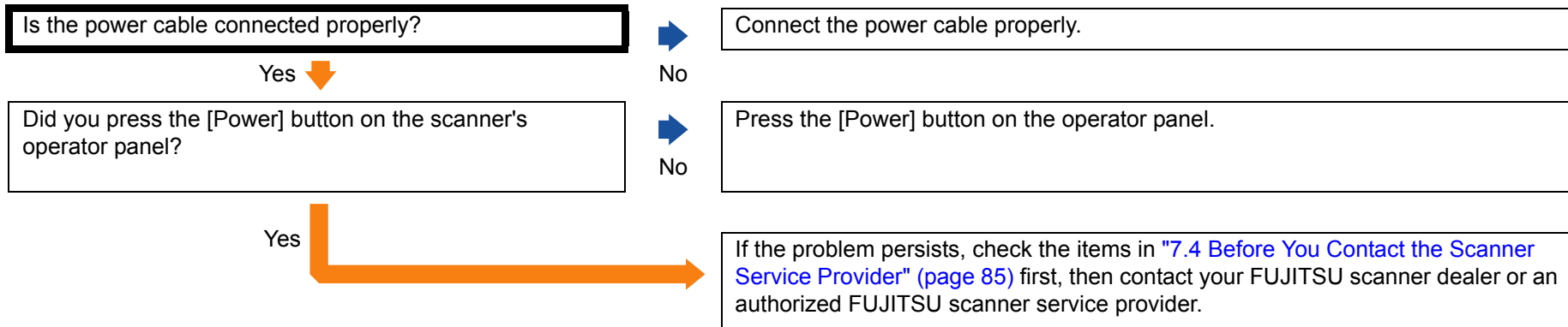
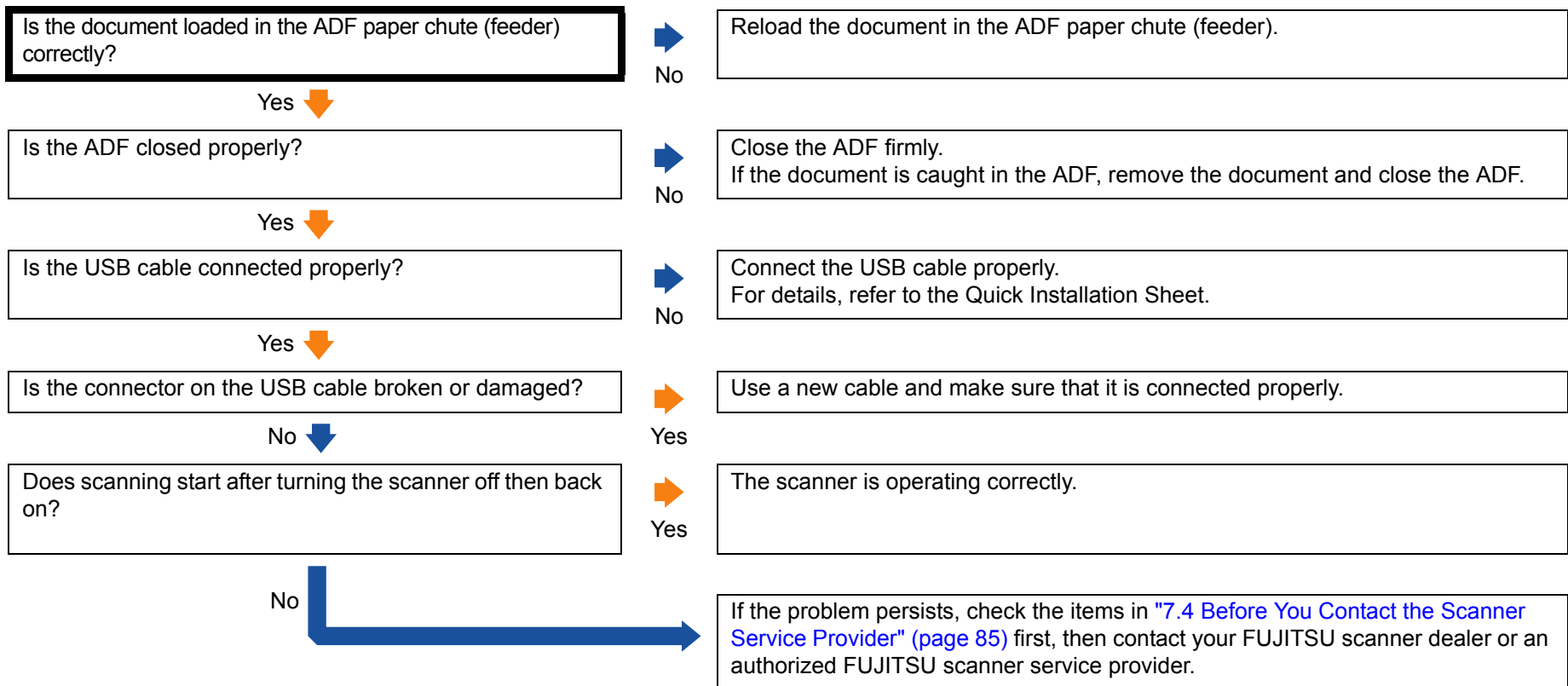Troubleshooting

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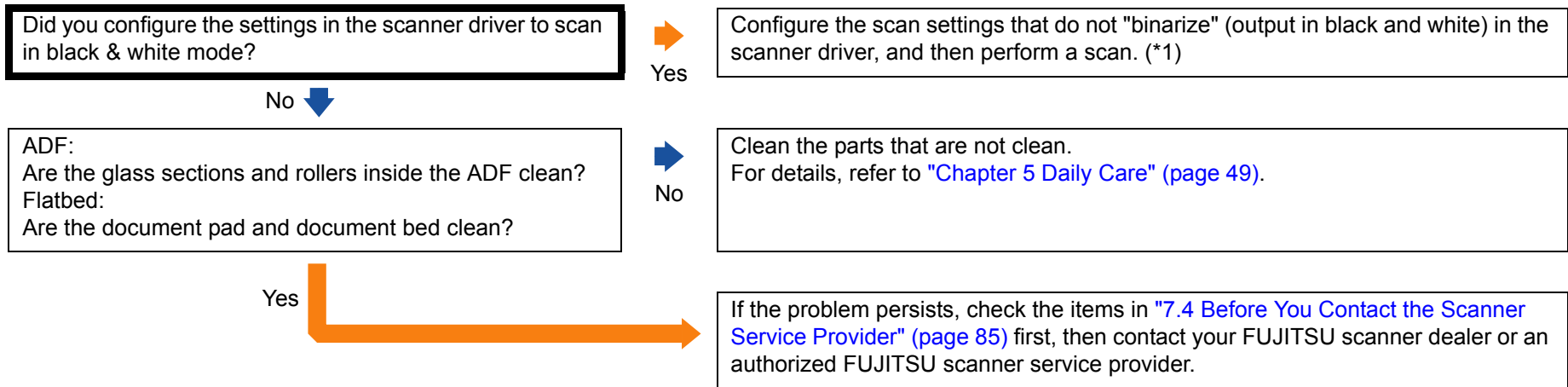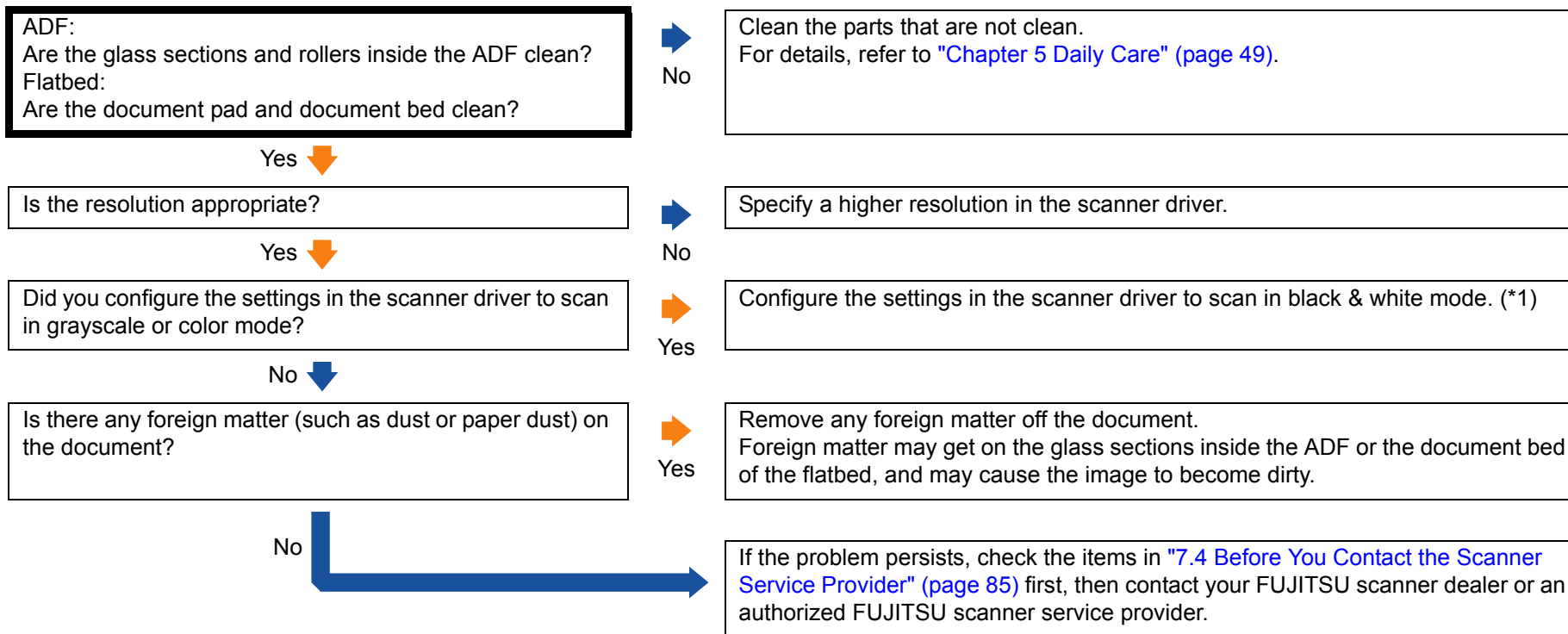## Quality of scanned text or lines is unsatisfactory.

| ADF:
Are the glass sections and rollers inside the ADF clean?
Flatbed:
Are the document pad and document bed clean? | ➡ No | Clean the parts that are not clean.
For details, refer to "Chapter 5 Daily Care" (page 49). |

Yes ⬇

| Is the resolution appropriate? | ➡ No | Specify a higher resolution in the scanner driver. |

Yes ⬇

| Did you configure the settings in the scanner driver to scan in grayscale or color mode? | ➡ Yes | Configure the settings in the scanner driver to scan in black & white mode. (*1) |

No ⬇

| Is there any foreign matter (such as dust or paper dust) on the document? | ➡ Yes | Remove any foreign matter off the document.
Foreign matter may get on the glass sections inside the ADF or the document bed of the flatbed, and may cause the image to become dirty. |

No ➡

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

*1: When you scan in grayscale or in color mode, the scanned image may not become sharp and clear.

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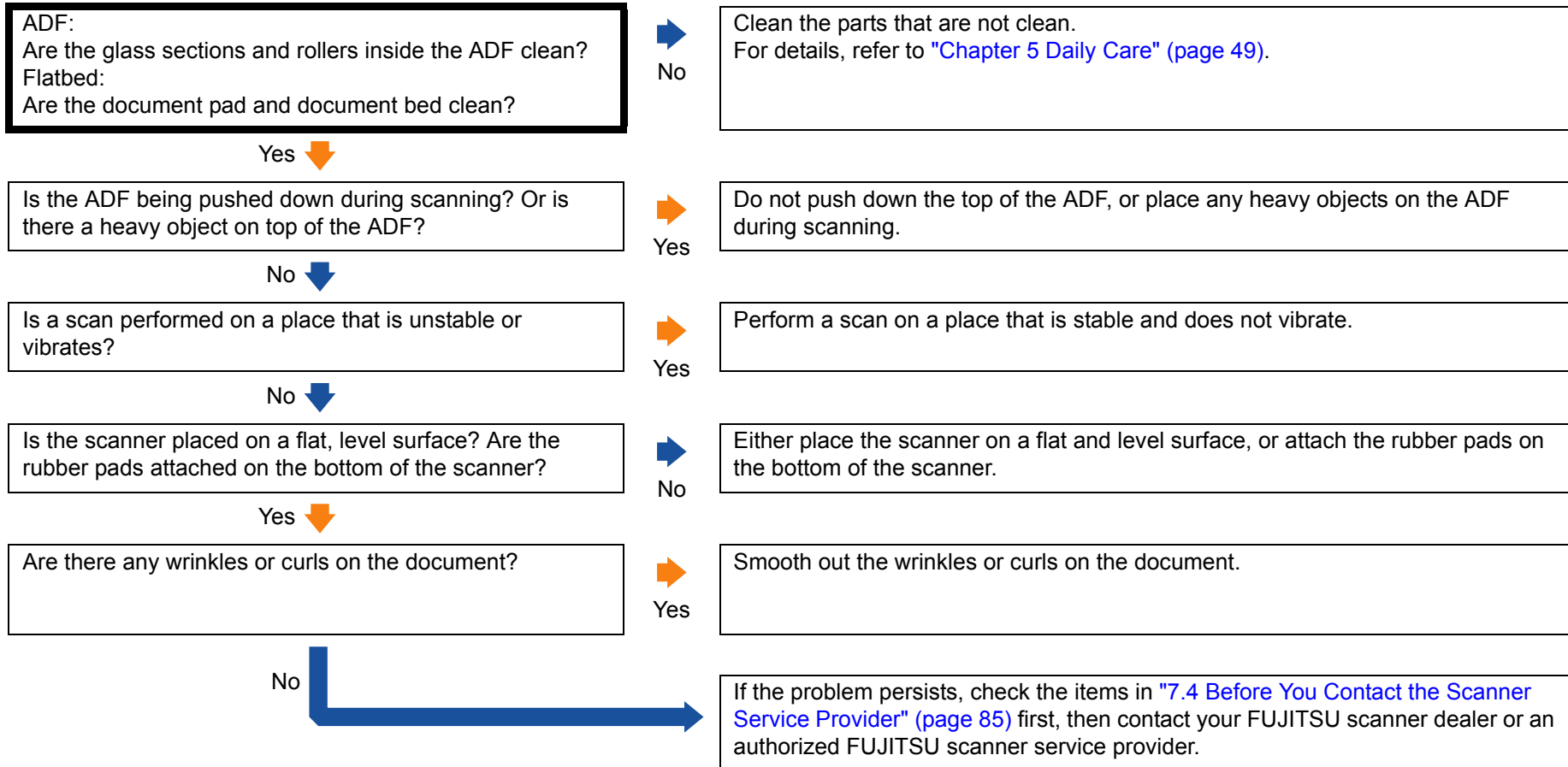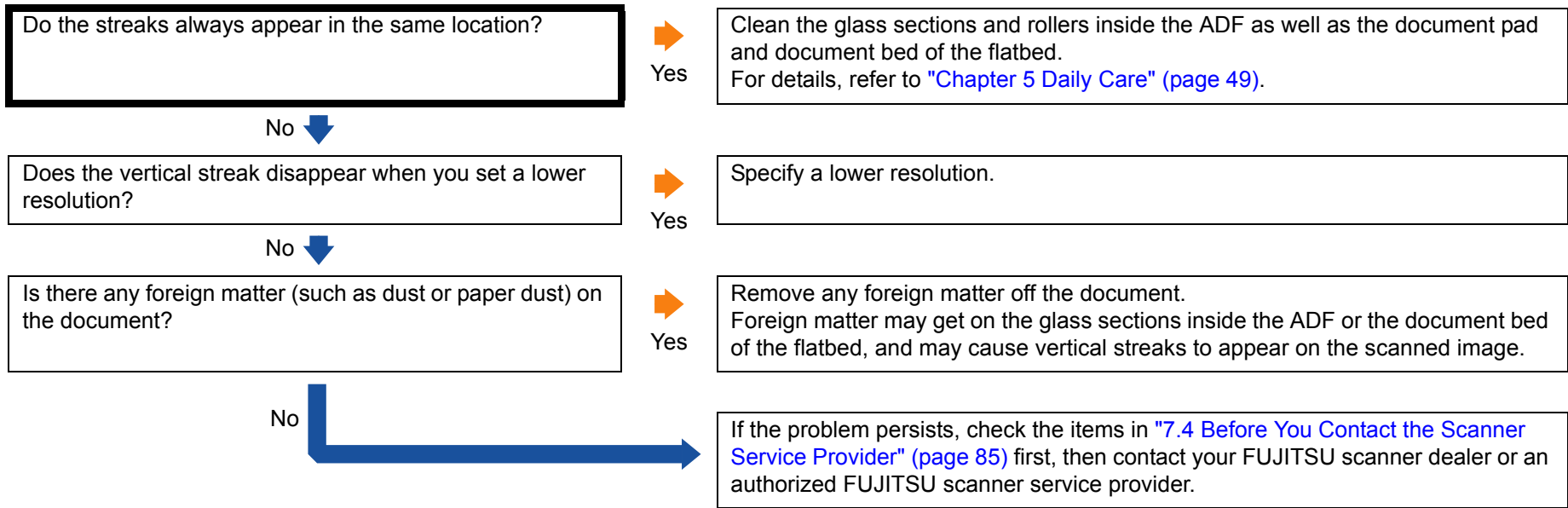## Images are distorted or not clear.

ADF:
Are the glass sections and rollers inside the ADF clean?
Flatbed:
Are the document pad and document bed clean?

➡ No → Clean the parts that are not clean.
For details, refer to "Chapter 5 Daily Care" (page 49).

Yes ⬇

Is the ADF being pushed down during scanning? Or is there a heavy object on top of the ADF?

➡ Yes → Do not push down the top of the ADF, or place any heavy objects on the ADF during scanning.

No ⬇

Is a scan performed on a place that is unstable or vibrates?

➡ Yes → Perform a scan on a place that is stable and does not vibrate.

No ⬇

Is the scanner placed on a flat, level surface? Are the rubber pads attached on the bottom of the scanner?

➡ No → Either place the scanner on a flat and level surface, or attach the rubber pads on the bottom of the scanner.

Yes ⬇

Are there any wrinkles or curls on the document?

➡ Yes → Smooth out the wrinkles or curls on the document.

No → If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.
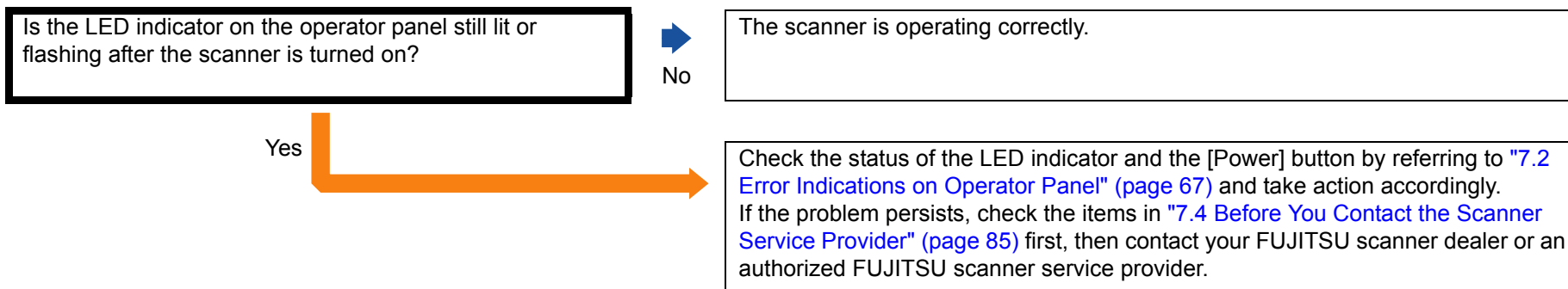
Vertical streaks appear on the scanned image.

| Do the streaks always appear in the same location? | ➡ Yes | Clean the glass sections and rollers inside the ADF as well as the document pad and document bed of the flatbed.
For details, refer to "Chapter 5 Daily Care" (page 49). |

No ⬇

| Does the vertical streak disappear when you set a lower resolution? | ➡ Yes | Specify a lower resolution. |

No ⬇

| Is there any foreign matter (such as dust or paper dust) on the document? | ➡ Yes | Remove any foreign matter off the document.
Foreign matter may get on the glass sections inside the ADF or the document bed of the flatbed, and may cause vertical streaks to appear on the scanned image. |

No

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

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The LED indicator on the operator panel is lit or flashing after the scanner is turned on.

Is the LED indicator on the operator panel still lit or flashing after the scanner is turned on?

→ No

The scanner is operating correctly.

Yes

Check the status of the LED indicator and the [Power] button by referring to "7.2 Error Indications on Operator Panel" (page 67) and take action accordingly.
If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

Multifeed error occurs frequently.

Do the documents meet the requirements described in "Precautions" in "Conditions" (page 34)?	➡ No	Use documents that meet the requirements. For details, refer to "2.3 Documents for Scanning" (page 34).
⬇ Yes		
If multifeed detection is enabled, does the batch of documents fulfill the conditions for an accurate detection?	➡ No	Fulfill the conditions for an accurate multifeed detection. For details, refer to "Conditions for Multifeed Detection" (page 37).
⬇ Yes		
Did you scan a thick document?	➡ Yes	Disable the multifeed detection in the scanner driver when scanning documents.
⬇ No		
Did you fan the documents before loading them?	➡ No	Fan the documents before loading them.
⬇ Yes		
Have the documents just been printed out from a copy machine or a laser printer?	➡ Yes	Fan the documents a few times to remove static electricity.
⬇ No		
Are the consumables (*1) installed correctly?	➡ No	Install the consumables (*1) correctly. For details, refer to "Chapter 6 Replacing the Consumables" (page 59).
⬇ Yes		
Are the consumables (*1) clean?	➡ No	Clean the consumables (*1). For details, refer to "Chapter 5 Daily Care" (page 49).
⬇ Yes		
Are the consumables (*1) worn out?	➡ Yes	Check the consumable counters and replace the consumables if necessary. For details, refer to "Chapter 6 Replacing the Consumables" (page 59).
⬇ No		

No (continued) ▼

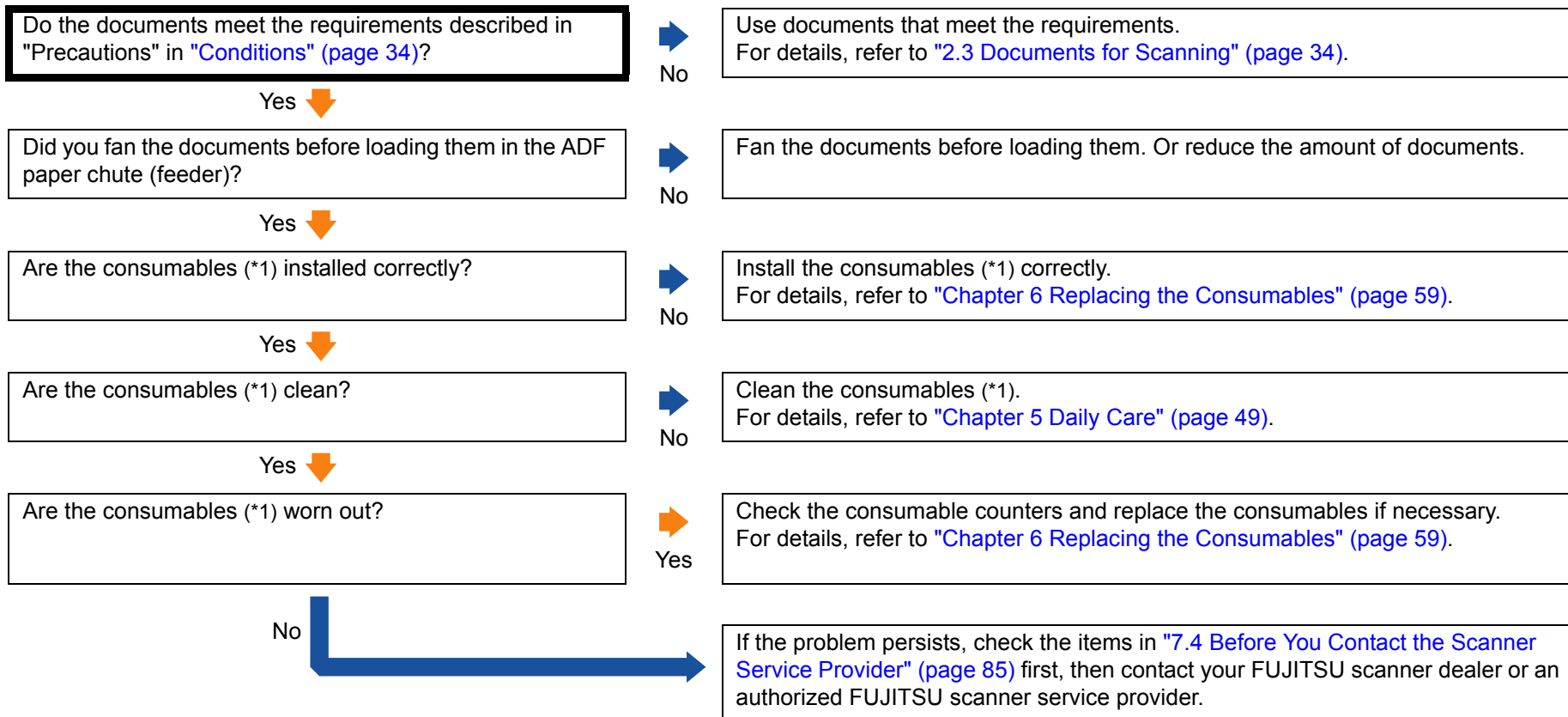| Are you using the scanner at a high altitude (higher than 2,000 m)? |

Yes ➡ Disable the multifeed detection in the scanner driver when scanning documents.

When a document that weighs 100 g/m^2 (26.8 lb) or more is scanned at a high altitude (higher than 2,000 m), it may be detected as a multifeed.

No

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.
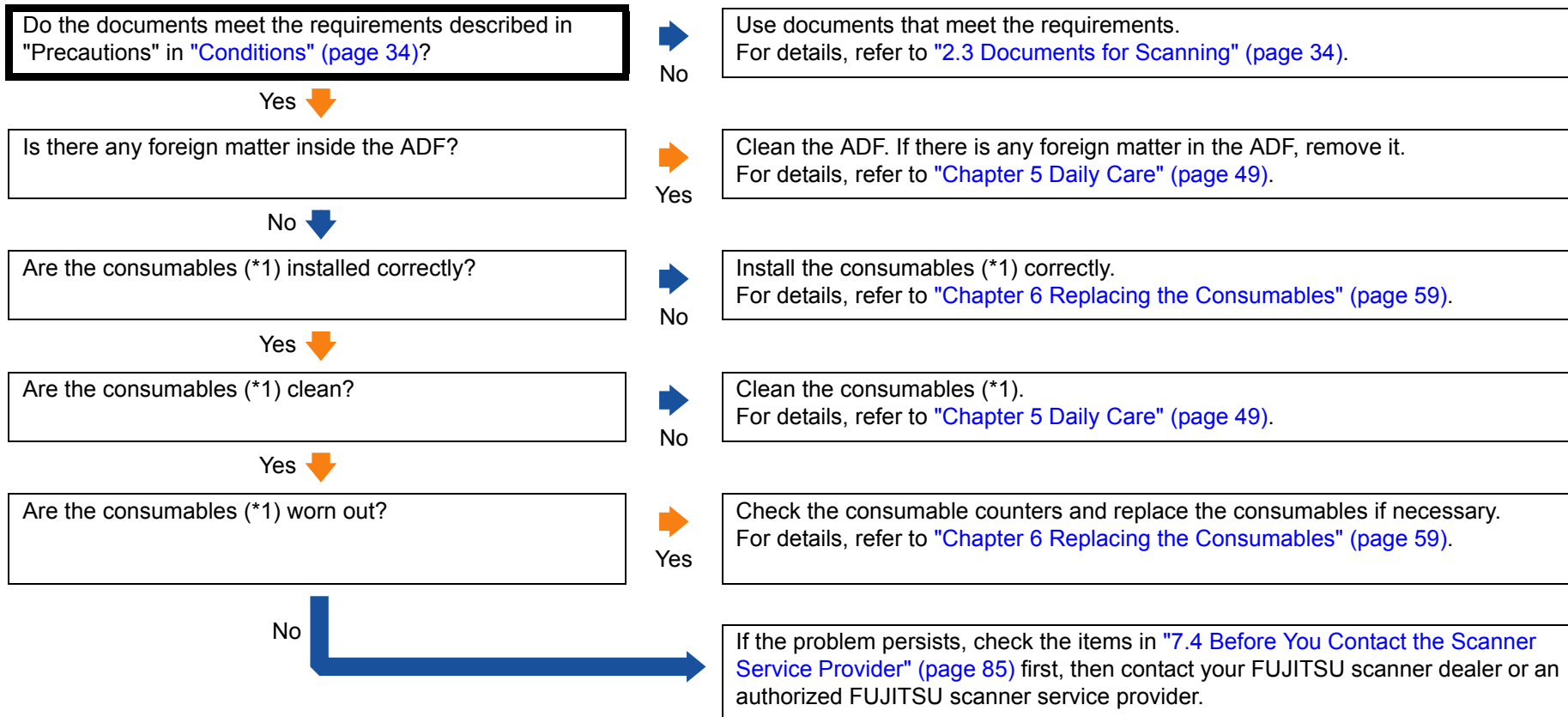
*1: "Consumables" refers to the pad unit and pick roller unit.

Situation in which the document is not fed into the ADF occurs frequently.

Do the documents meet the requirements described in "Precautions" in "Conditions" (page 34)?	➡ **No**	Use documents that meet the requirements. For details, refer to "2.3 Documents for Scanning" (page 34).

Yes ⬇

Did you fan the documents before loading them in the ADF paper chute (feeder)?	➡ **No**	Fan the documents before loading them. Or reduce the amount of documents.

Yes ⬇

Are the consumables (*1) installed correctly?	➡ **No**	Install the consumables (*1) correctly. For details, refer to "Chapter 6 Replacing the Consumables" (page 59).

Yes ⬇

Are the consumables (*1) clean?	➡ **No**	Clean the consumables (*1). For details, refer to "Chapter 5 Daily Care" (page 49).

Yes ⬇

Are the consumables (*1) worn out?	➡ **Yes**	Check the consumable counters and replace the consumables if necessary. For details, refer to "Chapter 6 Replacing the Consumables" (page 59).

No ➡

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

*1: "Consumables" refers to the pad unit and pick roller unit.

Paper jams/pick errors occur frequently.

| Do the documents meet the requirements described in "Precautions" in "Conditions" (page 34)? | ➡ No | Use documents that meet the requirements. For details, refer to "2.3 Documents for Scanning" (page 34). |

Yes ⬇

| Is there any foreign matter inside the ADF? | ➡ Yes | Clean the ADF. If there is any foreign matter in the ADF, remove it. For details, refer to "Chapter 5 Daily Care" (page 49). |

No ⬇

| Are the consumables (*1) installed correctly? | ➡ No | Install the consumables (*1) correctly. For details, refer to "Chapter 6 Replacing the Consumables" (page 59). |

Yes ⬇

| Are the consumables (*1) clean? | ➡ No | Clean the consumables (*1). For details, refer to "Chapter 5 Daily Care" (page 49). |

Yes ⬇

| Are the consumables (*1) worn out? | ➡ Yes | Check the consumable counters and replace the consumables if necessary. For details, refer to "Chapter 6 Replacing the Consumables" (page 59). |

No ➡

| If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider. |

*1: "Consumables" refers to the pad unit and pick roller unit.

Scanned images turn out elongated.

| Are the rollers clean? | ➡ No | Clean the rollers.
For details, refer to "Chapter 5 Daily Care" (page 49). |

Yes ⬇

| Do the documents meet the requirements described in "Precautions" in "Conditions" (page 34)? | ➡ No | Use documents that meet the requirements.
For details, refer to "2.3 Documents for Scanning" (page 34). |

Yes ⬇

| Are the consumables (*1) worn out? | ➡ Yes | Check the consumable counters and replace the consumables if necessary.
For details, refer to "Chapter 6 Replacing the Consumables" (page 59). |

No

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

*1: "Consumables" refers to the pad unit and pick roller unit.

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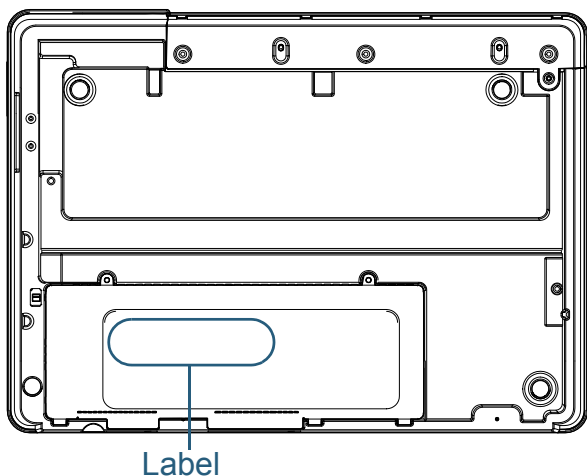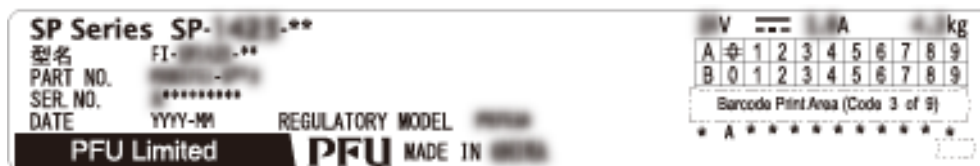
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A shadow appears at the top or the bottom of the scanned image.

Did you use the Page Edge Filler function to fill out the shadow around the edge?	➡ No	In the scanner driver, use the Page Edge Filler function to fill out the shadow around the edge.

Yes

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

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There are black traces on the document.

| Are you scanning documents written in lead pencil or carbon paper? | → Yes | When you scan documents written in lead pencil, make sure to clean the rollers frequently. Otherwise, the rollers will be contaminated which may leave black traces on the document or cause feeding errors.
For details, refer to "Chapter 5 Daily Care" (page 49). |

No ↓

| Are the glass sections and rollers inside the ADF clean? | → No | Clean the parts that are not clean.
For details, refer to "Chapter 5 Daily Care" (page 49). |

Yes →

If the problem persists, check the items in "7.4 Before You Contact the Scanner Service Provider" (page 85) first, then contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

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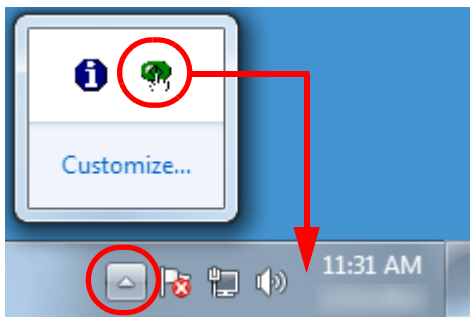
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7.4 Before You Contact the Scanner Service Provider

Please check the following items before contacting your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

General

Item	Findings
Scanner model name	Example: SP-1425 For details, refer to "7.5 Checking the Product Labels" (page 87).
Serial No.	Example: XXXX000001 For details, refer to "7.5 Checking the Product Labels" (page 87).
Date of manufacture	Example: 2016-09 (September 2016) For details, refer to "7.5 Checking the Product Labels" (page 87).
Date of purchase	
Symptom	
Frequency of trouble	
Warranty	

Error Status

■ Computer Connection Issues

Item	Findings
Operating system (Windows)	
Error message	
Interface	Example: USB interface
Interface controller	

■ Feeding Issues

Item	Findings
Paper type	
Main purpose of use	
Date of last cleaning	
Date of consumable replacement	
Operator panel status	

■ Image Quality Issues

Item	Findings
Scanner driver and version	
Interface controller	
Operating system (Windows)	
Application	Example: PaperStream Capture Lite
Scanning sides	Example: front, back, both
Resolution	Example: 600 dpi, 75 dpi
Image mode	Example: color, grayscale, black & white

■ Other

Item	Findings
Can you send the output image and a photo that shows the paper condition by e-mail or fax?	

7.5 Checking the Product Labels

This section explains about the product labels on the scanner.

Location

The label is located on the bottom of the scanner.

Label

Label (example): Shows the scanner information.

Chapter 8   Operational Settings

This chapter explains how to use the Software Operation Panel to configure the scanner settings.

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8.1 Starting Up the Software Operation Panel

The Software Operation Panel is installed together with the PaperStream IP driver.
This application allows you to configure various settings such as the operation of the scanner and management of the consumables.

ATTENTION
- Do not start up the Software Operation Panel during scanning.
- If you change the settings for the Software Operation Panel while the setup window for the scanner driver is displayed, the changed settings may not be applied to the scanned image.
- Do not use the operator panel while the Software Operation Panel is running.
- If you connect multiple scanners, the second scanner as well as subsequent scanners will not be recognized.
  Connect only one scanner at a time.

1 Confirm that the scanner is connected to the computer, then turn on the scanner.
For details about how to connect the scanner to the computer, refer to the Quick Installation Sheet.
For details about how to turn on the scanner, refer to .

2 Display the [Software Operation Panel] window.
- Windows Vista/Windows Server 2008/Windows 7
  Click [Start] menu → [All Programs] → [SP Series] → [Software Operation Panel].
- Windows Server 2012/Windows 8
  Right-click the Start screen, and select [All apps] on the app bar → [Software Operation Panel] under [SP Series].
- Windows Server 2012 R2/Windows 8.1
  Click [↓] on the lower left side of the Start screen and select [Software Operation Panel] under [SP Series].
  To display [↓], move the mouse cursor.
- Windows 10
  Click [Start] menu → [All apps] → [SP Series] → [Software Operation Panel].
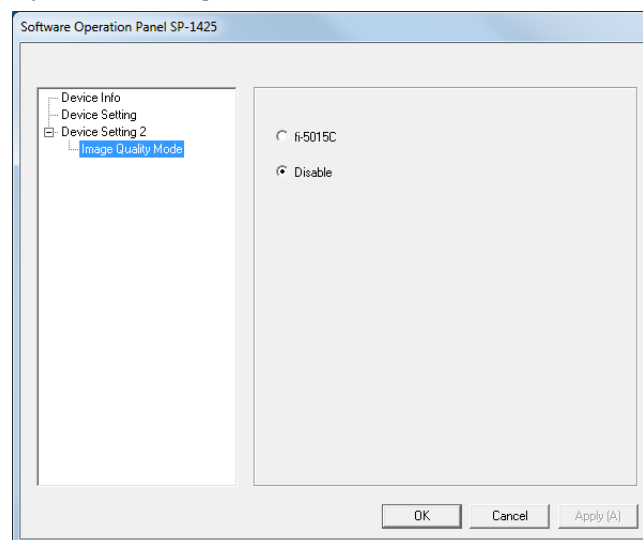
⇨The Software Operation Panel icon is displayed in the menu that appears when you click ⊡ in the notification area.

To have the Software Operation Panel icon always displayed in the notification area, drag the icon and drop it onto the notification area. The notification area is located at the far right of the taskbar.

Procedures from here will be explained under the assumption that the Software Operation Panel icon is always displayed in the notification area.

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8.2 Password Setting

By setting a password, the Software Operation Panel can run in [View Only mode] which allows users to only view the scanner settings.
The scanner settings can be configured if no password is set.
In order to prevent unnecessary changes to the settings, a password can be used to restrict user operations.

Setting a Password

Set a password in the following procedure:

1 Right-click the Software Operation Panel icon in the notification area, and select [Password Setting] from the menu.
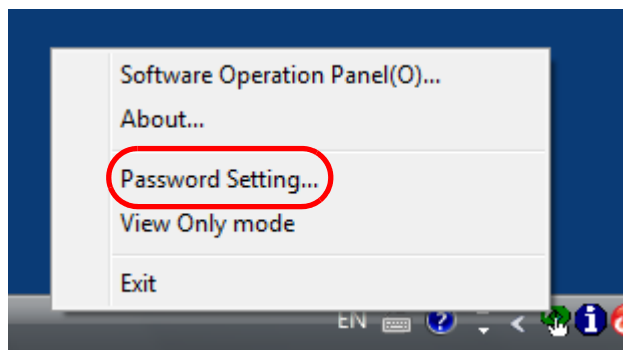

⇨The [Password setting] window appears.

2 Enter a new password then again to confirm, and click the [OK] button.
Up to 32 characters can be used for the password.

Note that only alphanumeric characters (a to z, A to Z, 0 to 9) are allowed.
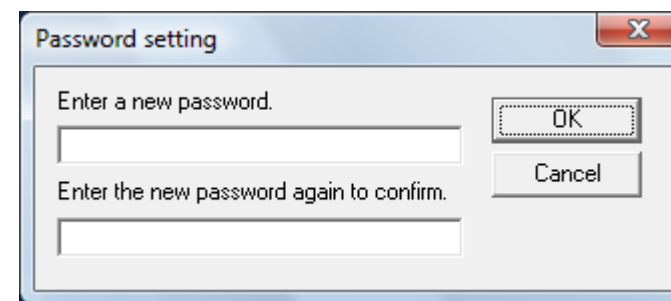
⇨A confirmation message appears.

3 Click the [OK] button.
⇨The password is set.

Setting [View Only mode]

Set the Software Operation Panel to [View Only mode] in the following procedure:

1 Set a password.
For details, refer to "Setting a Password" (page 91).

2 Right-click the Software Operation Panel icon in the notification area, and select [View Only mode] from the menu.
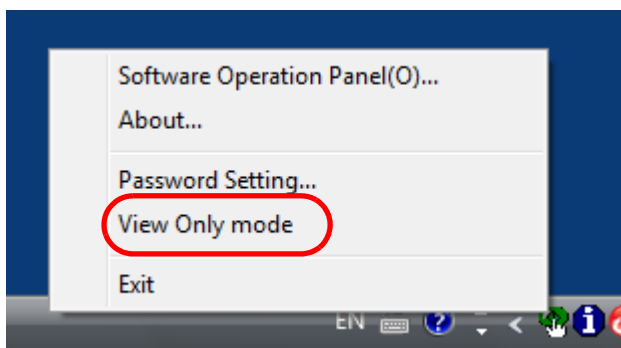
⇨ The Software Operation Panel enters [View Only mode].
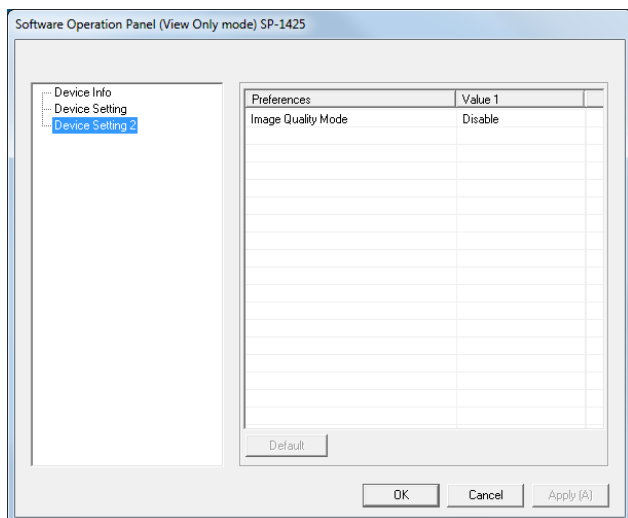
HINT
In [View Only mode], a check mark appears next to [View Only mode] in the menu that is displayed by right-clicking the Software Operation Panel icon in the notification area.
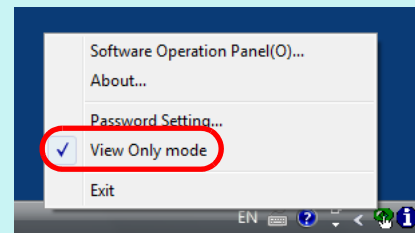
Clearing [View Only mode]

Clear [View Only mode] in the following procedure:

1 Right-click the Software Operation Panel icon in the notification area, and select [View Only mode] from the menu.
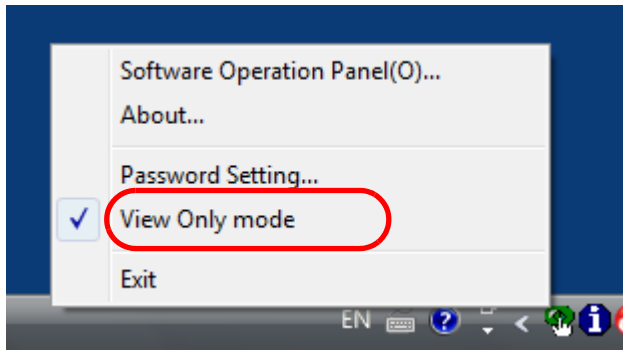

⇨The [Password setting] window appears.

2 Enter the current password and click the [OK] button.
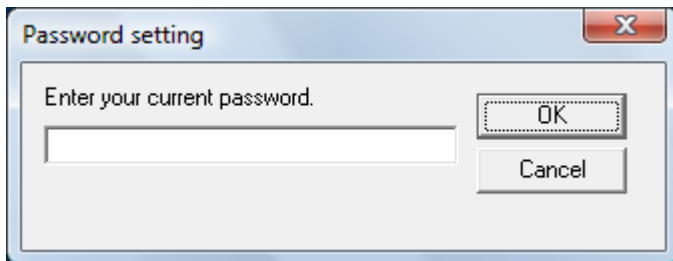
⇨[View Only mode] is cleared, and the scanner settings can now be changed.
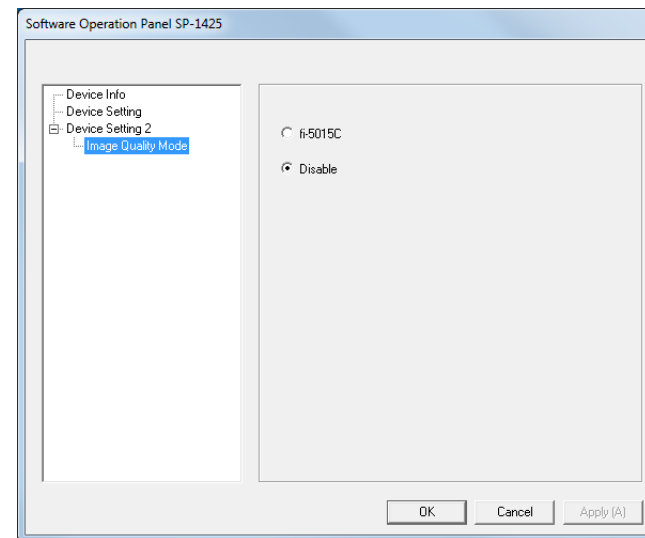
HINT
When you exit [View Only mode], the check mark next to [View Only mode] disappears from the menu that is displayed by right-clicking the Software Operation Panel icon in the notification area.
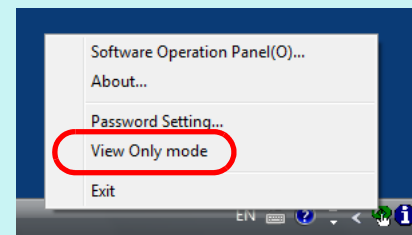
Changing the Password

Change the password in the following procedure:

1 Right-click the Software Operation Panel icon in the notification area, and select [Password Setting] from the menu.

⇨The [Password setting] window appears.

**2** Enter the current password and click the [OK] button.
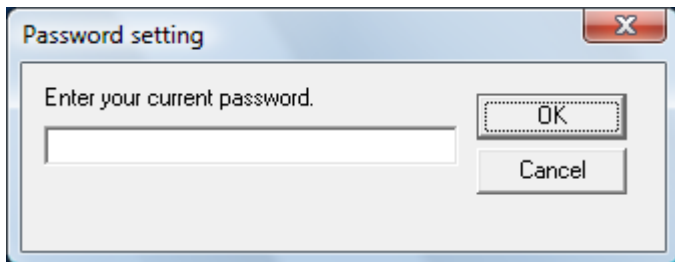
⇨The [Password setting] window appears.

3 Enter a new password then again to confirm, and click the [OK] button.

Up to 32 characters can be used for the password.

Note that only alphanumeric characters (a to z, A to Z, 0 to 9) are allowed.
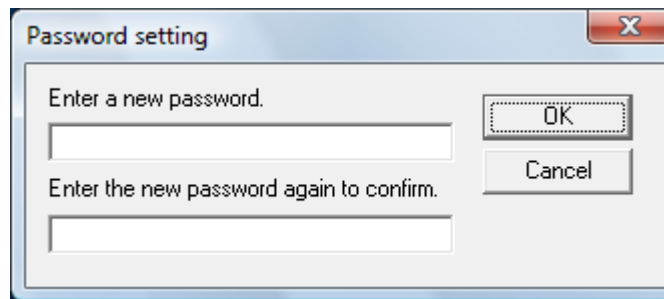
⇨A confirmation message appears.

4 Click the [OK] button.
⇨The password is set.

Clearing the Password

Clear the password in the following procedure:

1 Right-click the Software Operation Panel icon in the notification area, and select [Password Setting] from the menu.
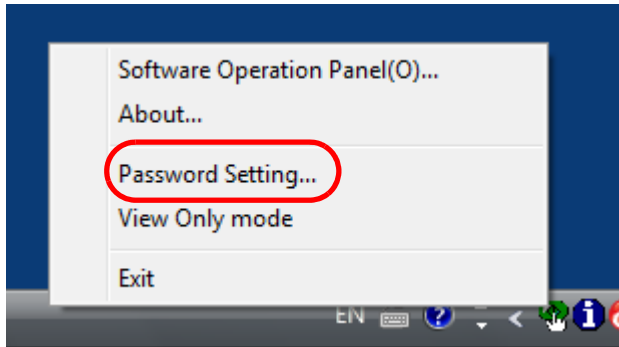
⇨The [Password setting] window appears.

2 Enter the current password and click the [OK] button.
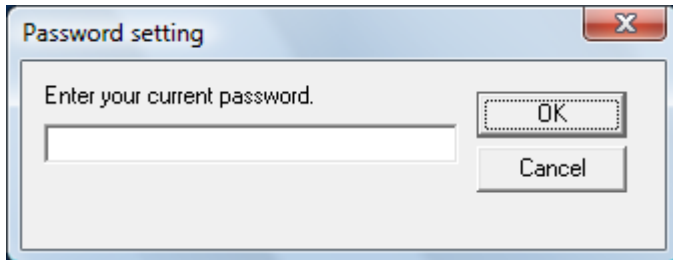
⇨The [Password setting] window appears.

3 Leave both fields blank and click the [OK] button.
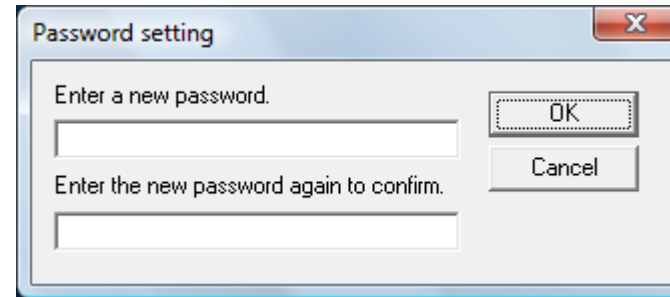
⇨A confirmation message appears.

4 Click the [OK] button.
⇨The password is cleared.

Resetting the Password

In case you forgot your password, it can be reset in the following procedure:

1 Right-click the Software Operation Panel icon in the notification area, and select [Password Setting] from the menu.
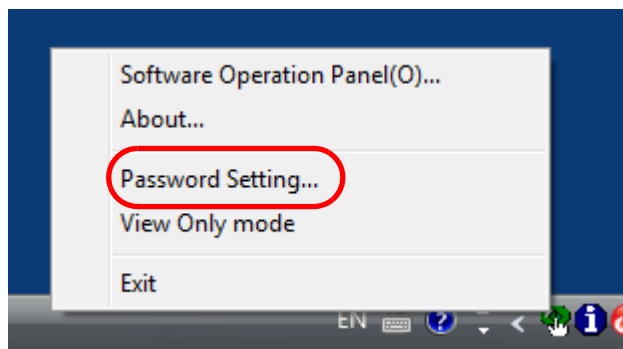
⇨The [Password setting] window appears.

2 Enter the default password which is "SP-Scanner", and click the [OK] button.
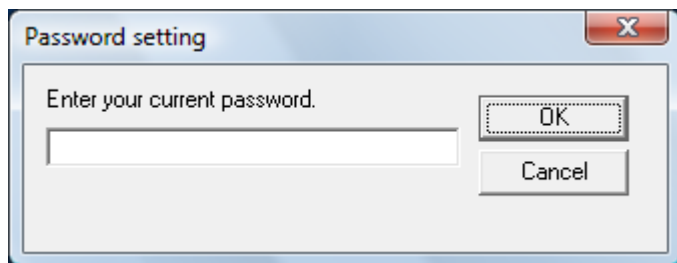
⇨The [Password setting] window appears.

3 Enter a new password then again to confirm, and click the [OK] button.

Up to 32 characters can be used for the password.

Note that only alphanumeric characters (a to z, A to Z, 0 to 9) are allowed.
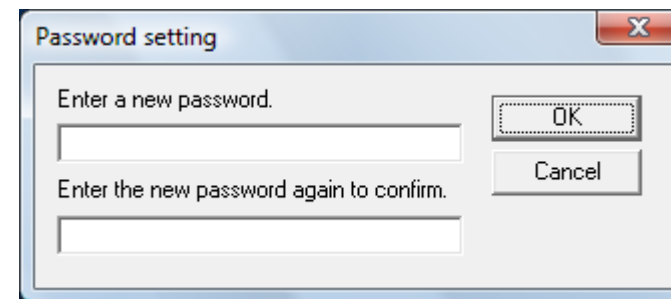
⇨A confirmation message appears.

4 Click the [OK] button.
⇨The password is set.

8.3 Configuration Items

The Software Operation Panel allows the configuration of the following settings for the scanner that is connected to the computer:

Device Setting

1 Start up the Software Operation Panel.
For details, refer to "8.1 Starting Up the Software Operation Panel" (page 89).

2 From the listing on the left, select [Device Setting].
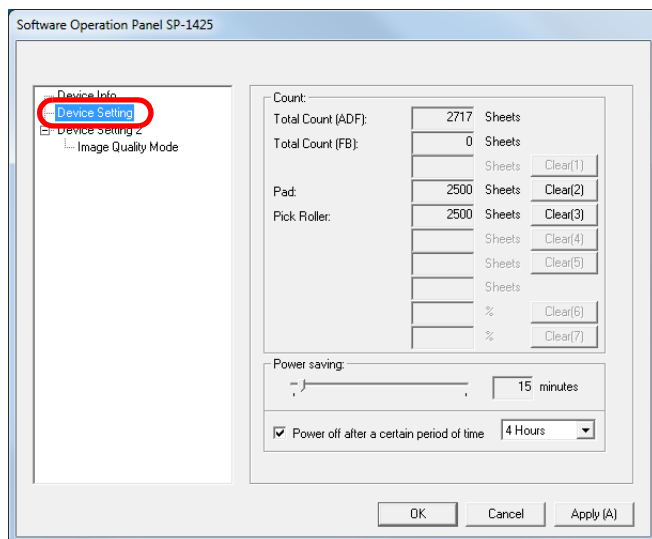
Items that can be configured in the above window are shown in the next page.

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Item	Description	Parameter/Value	Factory Default
Count (page 101)	Check the counters to determine when to replace the consumables. Also use it to reset the counter when you have replaced the consumables.	Total Count (ADF)/Total Count (FB)/Pad/Pick Roller	0
Power saving (page 105)	Specify the waiting time before the scanner enters power saving mode.	Range: 5 to 235 min. (in increments of 5)	15 minutes
	Power off after a certain period of time: Select to set the scanner to turn the power off automatically if the scanner is left on for a certain period of time without being used. Specify the timeout period for the scanner to be automatically turned off.	[Power off after a certain period of time] check box	Selected
		1 Hour/2 Hours/4 Hours/8 Hours (When the [Power off after a certain period of time] check box is selected)	4 Hours

Device Setting 2

1 Start up the Software Operation Panel.

For details, refer to .

2 From the listing on the left, select [Device Setting 2].
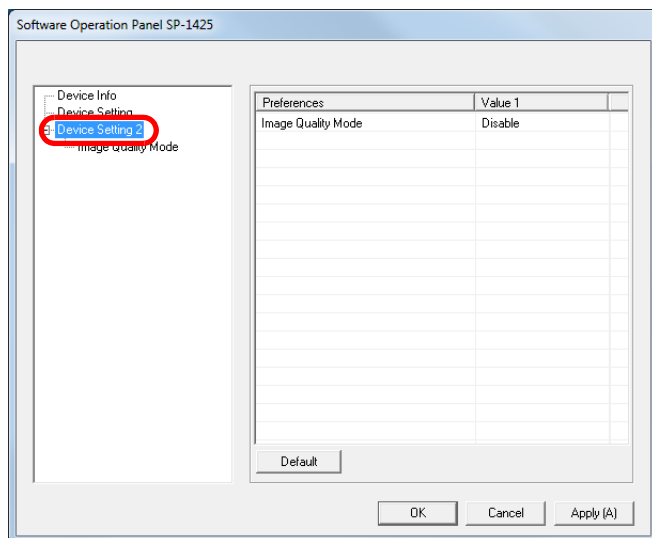
The settings that are currently configured in [Device Setting 2] are listed on the right of the window.
Items that can be configured in the above window are shown in the next page.

> **HINT**
> The Software Operation Panel settings can be restored to the factory default.
> To restore the settings to the factory default, click the [Default] button. After a message is displayed, click the [OK] button.
> Note that the settings you have configured will be cleared.

Item	Description	Parameter/Value	Factory Default
Image Quality Mode (page 104)	Set the image quality mode. To obtain an image quality that is close to the image quality for scanning with fi-5015C, set the image quality mode.	fi-5015C/Disable	Disable

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8.4 Settings Related to Sheet Counters

Checking and Resetting the Sheet Counters

■ Checking the Sheet Counters

The status on each consumable part can be viewed to determine when to replace the consumables.

When a consumable needs to be replaced soon, the background color of the counter for the consumable changes. The background color of the counter turns light yellow or yellow when the sheet count for each consumable reaches the following.

Item	Background Color of the Counter	
	Light Yellow	**Yellow**
Pad	28,500 to 29,999 sheets	30,000 sheets or more
Pick Roller	190,000 to 199,999 sheets	200,000 sheets or more

For details about replacement cycles, refer to .

1 Start up the Software Operation Panel.
For details, refer to .

2 From the listing on the left, select [Device Setting].
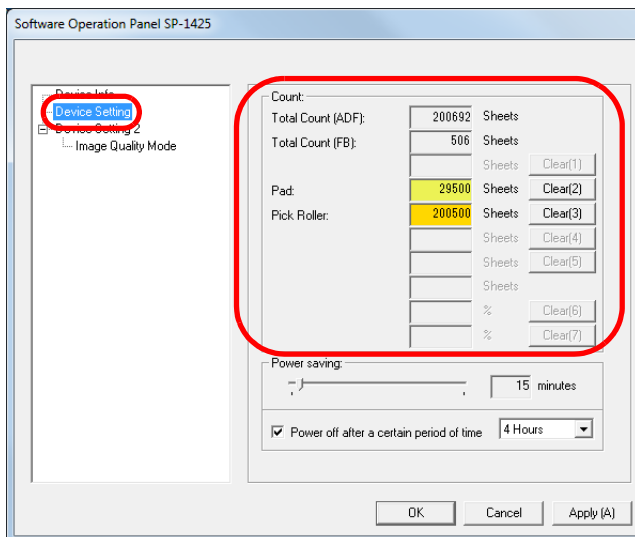
In this window, you can check the following items:

| Item	Description
Total Count (ADF)	Approximate total number of sheets scanned through the ADF
Total Count (FD)	Approximate total number of sheets scanned with the flatbed
Pad	Number of sheets scanned after the pad unit is replaced The number of sheets is counted in increments of 500.
Pick Roller	Number of sheets scanned after the pick roller unit is replaced The number of sheets is counted in increments of 500.

ATTENTION
If you turned off the scanner by unplugging the power cable, the number of scanned sheets may not be counted in [Total Count].

■ Resetting the Sheet Counters

When you have replaced a consumable part, reset the corresponding counter by using the following procedure:

1 Click the [Clear] button for the replaced consumable.
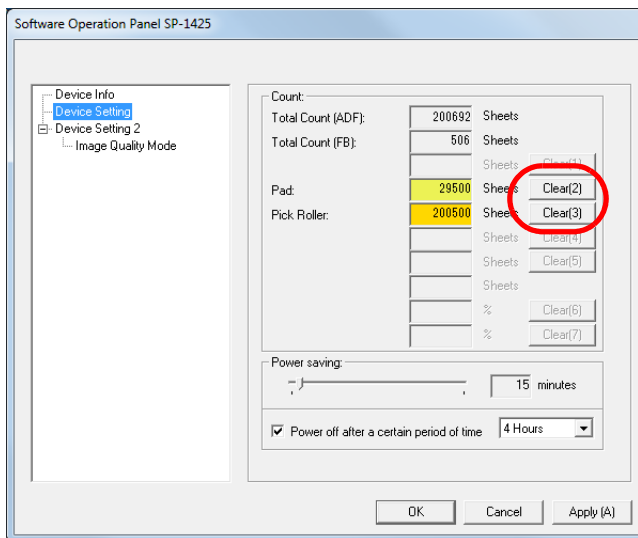
⇨The counter is reset to 0.

2 Click the [OK] button.
⇨A confirmation message appears.

3 Click the [OK] button.
⇨The settings are saved.

■ **Message for Replacing Consumables**

The following message may appear while the scanner is in use:

Example:
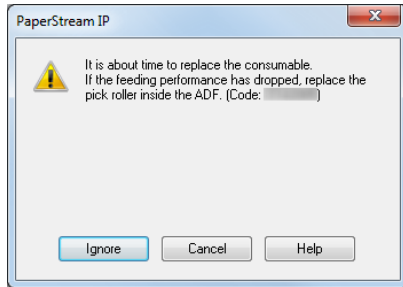
Check contents of the message if the message appears, and replace the consumable accordingly.

If you click the [Ignore] button, the message disappears and the scan can be continued. However, it is recommended that you replace the consumable as soon as possible.
To stop the scan and replace the consumable right away, click the [Cancel] button.

For details about replacing consumables, refer to the following:

- Pad unit
  "6.2 Replacing the Pad Unit" (page 61)
- Pick roller unit
  "6.3 Replacing the Pick Roller Unit" (page 63)

8.5 Settings Related to Scanning

Setting the Image Quality for Scanning [Image Quality Mode]

Set the image quality mode.
To obtain an image quality that is close to the image quality for scanning with fi-5015C, set the image quality mode.

1 Start up the Software Operation Panel.
For details, refer to .

2 From the listing on the left, select [Device Setting 2] → [Image Quality Mode].
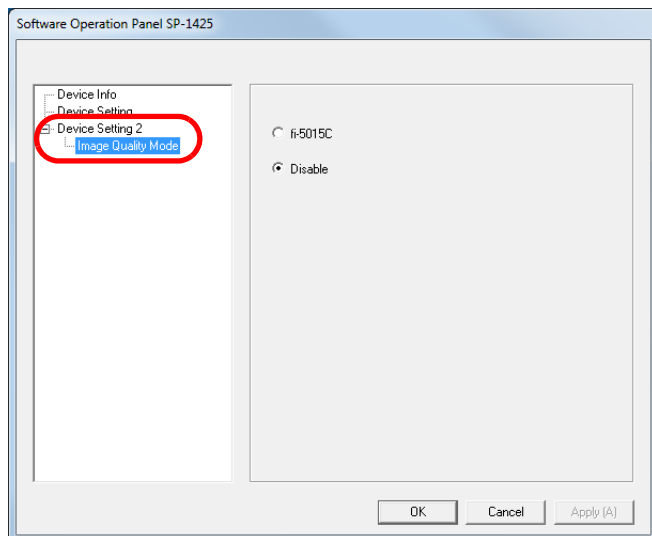
3 Select whether to obtain an image quality that is close to the image quality of the fi-5015C.

8.6 Settings Related to Waiting Time

Waiting Time to Enter Power Saving Mode [Power saving]

The waiting time for the scanner to enter power saving mode can be specified.

1 Start up the Software Operation Panel.
For details, refer to "8.1 Starting Up the Software Operation Panel" (page 89).

2 From the listing on the left, select [Device Setting].
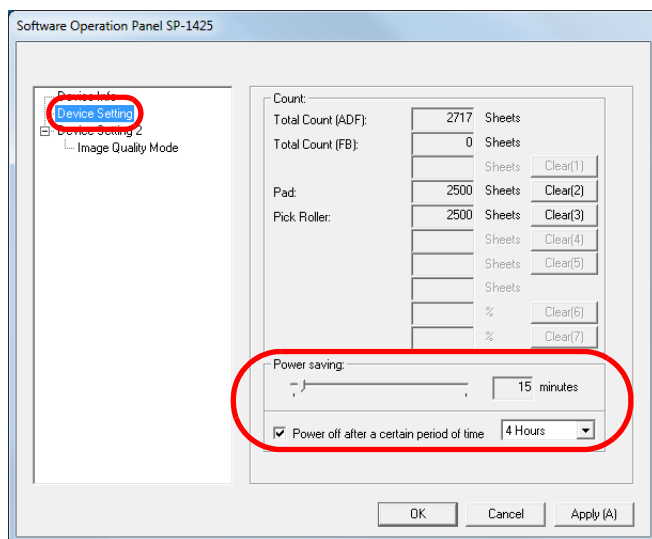
3 Use the slider to specify the waiting time before the scanner enters power saving mode.
The value can range from 5 to 235 minutes (in increments of 5).

> **HINT**
> Selecting the [Power off after a certain period of time] check box turns the power off automatically if the scanner is left on for a certain period of time without being used.
> You can select the timeout period for the scanner to be automatically turned off by [1 Hour]/[2 Hours]/[4 Hours]/[8 Hours].

Appendix

This appendix provides the following information.

A.1 Basic Specification

Item		Specification		Notes
		ADF	**Flatbed**	
Scanner type		ADF	Flatbed	-
Image sensor		Single line CMOS-CIS × 2 (front/flatbed × 1, back × 1)		-
Light source		RGB-LED × 2 (front/flatbed × 1, back × 1)		-
Scanning area	Minimum size (width × length)	114 × 140 mm (4.49 × 5.51 in.)	25.4 × 25.4 mm (1.0 × 1.0 in.)	-
	Maximum size (width × length)	216 × 356 mm (8.50 × 14.02 in.) (*1)	216 × 297 mm (8.50 × 11.69 in.)	-
Paper Weight (Thickness)		52 to 127g/m^2 (14 to 34.3 lb)		-
Scanning speed (A4) (*2)	Binary (black & white)	Simplex: 25 ppm Duplex: 50 ipm	4 sec./sheet	300 dpi
	Grayscale			
	Color			
Loading capacity		50 sheets (*3)	-	Paper weight: 80 g/m^2 (20 lb) Total thickness: 5 mm (0.2 in.) or less
Optical resolution		600 dpi		-
Output resolution	Binary (black & white)	50 to 600 dpi, 1200 dpi		50 to 600 dpi: configurable in 1 dpi increments A resolution other than 300 dpi and 600 dpi: created by the scanner driver
	Grayscale			
	Color			

Item	Specification		Notes
	ADF	Flatbed	
Grayscale level	256 gradation levels		-
Interface	USB 2.0/1.1 (*4)		B Type

*1: Long page scanning supports documents with a length of up to 3,048 mm (120 in.) when the resolution is set to 200 dpi or less.

*2: Note that this is the hardware limitation, and the software's processing time such as data transfer time is added to the actual time of scanning.

*3: The capacity varies depending on the paper weight.

For details, refer to "2.3 Documents for Scanning" (page 34).

*4: Use the USB cable that is supplied.

When connecting the USB cable to a USB hub, make sure you connect it to a USB hub that is connected to the USB port of a computer.

Connection with USB 2.0 requires the USB port and the hub to support USB 2.0. Also note that the scanning speed slows down when USB 1.1 is used.

A.2 Installation Specification

Item		Specification
Outer dimensions (W × D × H) (*1)		454 × 331 × 129 mm (17.87 × 13.03 × 5.08 in.)
Installation space (W × D × H) (*2)		559 × 531 × 406 mm (22.01 × 20.91 × 15.98 in.)
Weight		4.3 kg (9.5 lb) or less
Input power	Voltage range	AC 100 to 240 V ± 10%
	Phase	Single phase
	Frequency range	50/60 Hz ± 3 Hz
Power consumption	Operating	16 W or less
	Power saving	2.9 W or less
	Power OFF	0.5 W or less
Ambient condition	Temperature	Operating: 5 to 35°C (41 to 95°F), Not operating: -20 to 60°C (-4 to 140°F)
	Humidity	Operating: 20 to 80%, Not operating: 8 to 95%
	Altitude	0 to 3,000 m (*3)
Calorific value	Operating	13.8 Kcal/Hr or less
	Power saving	2.5 Kcal/Hr or less
	Power OFF	0.43 Kcal/Hr or less
Shipping weight (*4)		7.5 kg (16.5 lb) or less
Replacement cycles for consumables	Pad unit	30,000 sheets or one year
	Pick roller unit	200,000 sheets or one year

Item	Specification
Warranty period	Within a year since the scanner was purchased However, even if a year has not passed since the scanner was purchased, when the total number of sheets scanned with the ADF reaches 500,000 or the total number of sheets scanned with the flatbed reaches 100,000, the warranty becomes invalid.

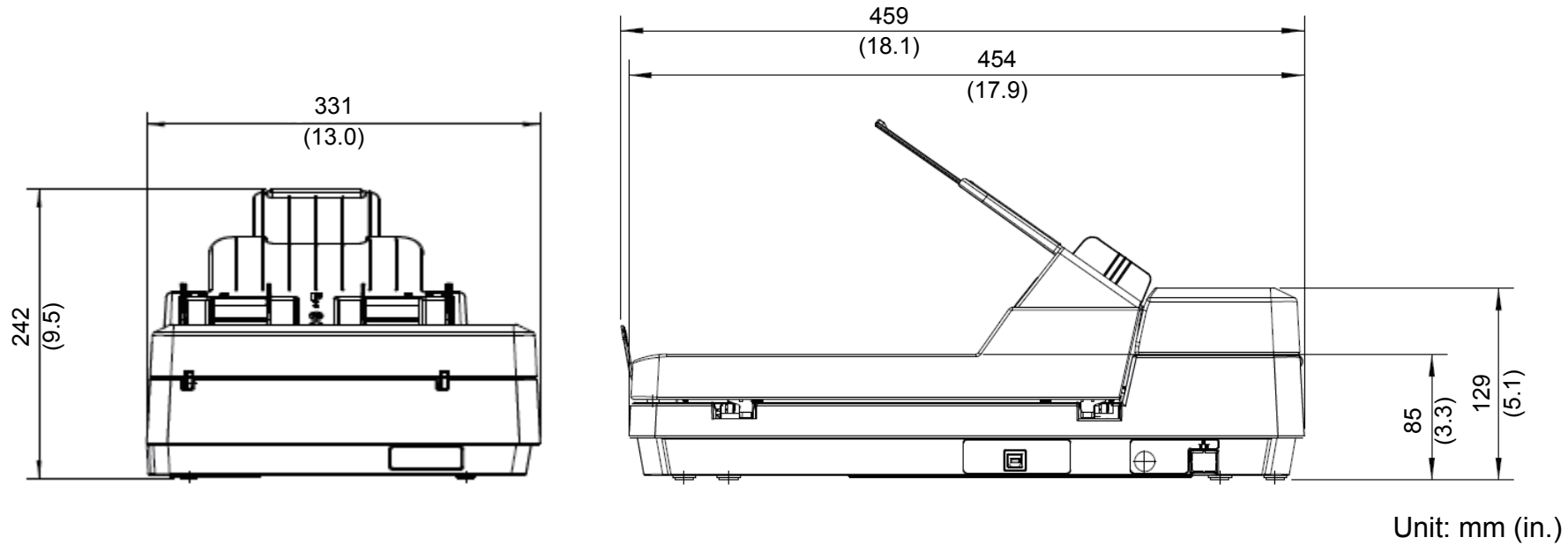*1: The height and width exclude the ADF paper chute (feeder) and stopper.

*2: The values for the required installation space are reference values for scanning A4 size documents.

*3: When a document that weighs 100 g/m^2 (26.8 lb) or more is scanned at a high altitude (higher than 2,000 m), it may be detected as a multifeed.

*4: Includes the package weight.

TOP

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A.3 Outer Dimensions

The outer dimensions are as follows:

331
(13.0)

242
(9.5)

459
(18.1)

454
(17.9)

129
(5.1)

85
(3.3)

Unit: mm (in.)

A.4 Uninstalling the Software

1 Turn on the computer and log onto Windows as a user with administrator privileges.

2 Exit all running software.

3 Display the [Control Panel] window.

● Windows Vista/Windows Server 2008/Windows 7
Click [Start] menu → [Control Panel].

● Windows Server 2012/Windows 8
Right-click the Start screen, and select [All apps] on the app bar → [Control Panel] under [Windows System].

● Windows Server 2012 R2/Windows 8.1
Click [↓] on the lower left side of the Start screen → [Control Panel] under [Windows System].

To display [↓], move the mouse cursor.

● Windows 10
Right-click the [Start] menu and select [Control Panel].

4 Click [Uninstall a Program].
⇨ The [Programs and Features] window appears with a list of the currently installed software.

5 Select a software to uninstall.

● When Uninstalling PaperStream IP Driver
Select one of the following:
- PaperStream IP (TWAIN) for SP Series
- PaperStream IP (TWAIN x64) for SP Series
- PaperStream IP (ISIS) for SP Series

● When Uninstalling Software Operation Panel
Select [Software Operation Panel].
The Software Operation Panel is installed together with the PaperStream IP driver.

● When Uninstalling Error Recovery Guide
Select [Error Recovery Guide for SP-1425].

● When Uninstalling PaperStream Capture Lite
Select [PaperStream Capture Lite].

● When Uninstalling Presto! PageManager
Select [Presto! PageManager *XX*].
XX indicates the version.

● When Uninstalling ABBYY FineReader Sprint
Select [ABBYY FineReader *XX* Sprint].
XX indicates the version.

● When Uninstalling Manuals
Select [SP Series manuals for SP-1425].

● When Uninstalling Scanner Central Admin Agent
Select [Scanner Central Admin Agent].

● When Uninstalling SP Series Online Update
Select [SP Series Online Update].

6 Click the [Uninstall] button or the [Uninstall/Change] button.

7 If a confirmation message appears, click [OK] or [Yes].
⇨ The software is uninstalled.

Contact for Inquiries

Contact for Inquiries

For ABBYY FineReader Sprint, refer to the following web page:
http://www.abbyy.com

For Presto! PageManager, refer to the following web page:
http://www.newsoftinc.com/support/index.php
http://uk.newsoft.eu.com/support/index.php

For other inquiries regarding the scanner, refer to the following web page:
http://imagescanner.fujitsu.com/sp.html

If your problem cannot be solved after referring to the above web pages, visit the following web page to check the contact information of a suitable Fujitsu office and contact the Fujitsu office.
http://imagescanner.fujitsu.com/warranty.html

Contact for Purchasing Consumables or Cleaning Materials

http://www.fujitsu.com/global/shop/computing/IMAGE_index.html

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A

A4 size
A standard paper size which is 210 × 297 mm (8.27 × 11.7 in.).

A5 size
A standard paper size which is 148 × 210 mm (5.83 × 8.27 in.).

A6 size
A standard paper size which is 105 × 148 mm (4.13 × 5.83 in.).

A7 size
A standard paper size which is 74 × 105 mm (2.91 × 4.13 in.).

A8 size
A standard paper size which is 52 × 74 mm (2.05 × 2.91 in.).

ADF (Automatic Document Feeder)
A paper feeding mechanism which allows multiple sheets of documents to be scanned one sheet at a time.

Automatic size/skew detection
End of Page Detection:
Detects the end of the page and scans the length of the document.

Automatic Page Size Detection:
Detects the paper size and outputs the image data in the same size.

B

Blank Page Skip
A function that detects and automatically deletes blank (white or black) pages in a batch of documents.

Brightness
Refers to the brightness of a scanned image.

C

CIS (Contact Image Sensor)

A sensor which uses an LED and a light receiving sensor to perceive the light reflected from the document and converts the light into digital form. CCD technology is the basis of high quality image acquisition in scanners, cameras and other devices.

D

Default setting

(Hardware)
Preset values from the factory.

(Software)
Values set upon installation of software.

Density

Refers to the deepness of a color in an image.

Device errors

Errors that require troubleshooting by a service engineer.

Dither

The process by which a group of dots is arranged to reproduce the density of grayscale. Grayscale density is reproduced by configuring preset dot patterns. This method requires less memory compared to multilevel gray.

Document Sensor

A sensor which detects the changes in the amount of light transmission. Paper feeding errors such as multifeed and paper jam are detected by monitoring the passing of documents.

dpi (dots per inch)

A measurement of resolution which is used for scanners and printers. Higher dpi indicates better resolution.

Driver

A program specifically designed for operating systems, which enables interaction with a hardware device.

Dropout color

A function which removes a specified color from a scanned image.

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Duplex scanning mode

A mode for scanning both sides of the document at once. (⇔ simplex scanning mode)

E

Edge Extract

A function which traces the boundaries between black and white areas, and extracts them as outlines.

Eject roller

Rollers that feed documents from the ADF onto the stacker.

Emphasis

A function which decreases the density of bright colors (except for white) around black areas. Increasing the value for this function removes dotted image noise and also produces "softened" images.

Error diffusion

Method of halftone (pseudo-grayscale) image processing which is based on black & white pixel binarization. It sums the optical density of a pixel and its adjacent pixels, then relocates black pixels in the order of density to minimize the difference between scanned and output images. By diffusing the errors onto other pixels, the density data of adjacent pixels can be binarized. This function suppresses moire patterns of dotted halftone images such as newspapers, and reproduces its grayscale gradation.

F

Feed roller

A roller that feeds the document through the ADF.

Filter

A function that applies a type of filter operation process on a scanned image.
Types of filtering are as follows:

Digital Endorser:
Adds alphanumeric character strings on the scanned image data.

Page Edge Filler:
Fills in the margins of the scanned image in a specified color.

Flatbed
> An input device of the scanner. A user places sheets of documents one by one on the document bed (glass section) and scans each sheet. This is used to scan documents that cannot be scanned with the ADF, such as books and magazines.

G

Gamma
> A unit which indicates the changes in the brightness of an image. It is expressed as a function of the electric input power to devices (such as a scanner and a display) and the brightness of the image. If the gamma rate is larger than 1, the brightness of an image increases and vice versa. Normally, set the gamma rate to 1 when reproducing the same brightness as the original.

Grayscale
> A method which expresses the gradation (density) from black to white in 256 levels. Suitable for scanning images such as photographs.

H

Halftone
> Reproduces the color density in black & white by using dot patterns. This method is effective for scanning images such as photographs in black & white.

I

Image processing
> Refers to processing and outputting the scanned image via specified scan parameters.

Interface
> The connection that allows communication between the computer and the scanner.

Inversion
> A scanning method in which the black part and the white part of the image are inverted.

ISIS

ISIS (Image Scanner Interface Specification) is an API (Application Program Interface) standard for imaging devices (such as scanners and digital cameras) which was developed by Captiva, a division of EMC Corporation (the former Pixel Translations) in 1990. In order to use devices that comply with this standard, it is necessary to install a driver software that supports ISIS standard.

J

Job Separator

A sheet to insert between documents in a batch for separating different jobs.
The following types of job separators are available:

Job separator with patch codes:
A sheet with patch codes printed.

Job separator with barcodes:
A sheet with barcodes printed.

L

Landscape

Orientation in which the short side of the document is set parallel to the feed direction.

Legal size

A standard paper size used in the United States and other countries (8.5 × 14 in.).

Letter size

A standard paper size used in the United States and other countries (8.5 × 11 in.).

M

Moiré patterns

Recurrent patterns on scanned images caused by incorrect settings of angles.

Multi Image

A function which outputs the image in both color/grayscale and black & white at once.

Multifeed

Multifeed is an error when two or more sheets are fed through the ADF at once. When a different document length is detected, this detected result is also called a multifeed.

N

Noise removal

A function which improves the quality of an image by removing isolated noise that appear as black dots in a white area (or vice versa).

O

OCR (Optical Character Recognition)

A device or a technology that recognizes the text on documents and converts them into text data that can be edited. The shape of the characters are recognized by the differences in the light reflected off the documents.

Operating environment

Conditions (such as temperature and humidity) required to operate or store the scanner.

Operator Panel

A panel that consists of a display and buttons. It is used for scanner operations such as selecting functions and changing settings.

Overscan

A function that scans the document in a size larger than the specified paper size.

P

Pad unit

This is used to separate a single document from a batch before the document is fed into the ADF The part that presses the document against the pick roller unit is made of rubber.

Paper jam

Refers to an error in which a document is jammed inside the paper path or feeding is interrupted by documents slipping.

Patch code

A special code to let the scanner recognize the start and the end of each job or image mode.

Pick roller unit

A set of rollers which separates one sheet off the documents loaded in the ADF paper chute (feeder), and feeds the document into the ADF.

Pick start time

The period of time between setting the document and until picking starts after the document passes the hopper empty sensor.

Pixel

The dots that make up a scanned image.

Portrait

Orientation in which the long side of the document is set parallel to the feed direction.
Documents/images are set/displayed vertically.

R

Resolution

A measurement to indicate the quality (fineness) or an image. Resolution is displayed by the number of pixels within an inch. An image is a collection of small dots (pixels). If the same image contains different amount of pixels, the one with more pixels can express greater details. Therefore, the higher the resolution, the finer the image becomes.

S

Simplex scanning mode

A mode for scanning only one side (front or back) of the document. (⇔ duplex scanning mode)

Smoothing

Refers to the removal of irregularities on diagonal lines and curves. It is a processing method commonly used in OCR applications.

T

Temporary error

An error that can be fixed by the operator.

Threshold

The value which is used to determine whether a certain color is black or white. Threshold value must be configured in order to scan images with grayscale gradation. Each pixel is converted into black or white according to the specified value.

TWAIN

TWAIN (Technology Without Any Interesting Name) is an API (Application Program Interface) standard for imaging devices (such as scanners and digital cameras) developed by TWAIN Working Group. In order to use devices that comply with this standard, it is necessary to install a driver software that supports TWAIN standard.

U

Ultrasonic sensor

A sensor that detects multifeed errors by ultrasonic soundwave. It detects multifeeds by monitoring the difference in the amount of ultrasonic waves transmitted through the documents.

USB

USB (Universal Serial Bus) is a standard for interfaces used to connect devices such as keyboards and scanners. Up to 127 devices can be connected by this interface. It can be connected and disconnected without powering off the devices.
For USB 2.0, the data transfer rate is 1.5 Mbps in Low-Speed, 12 Mbps in Full-Speed, and a maximum of 480 Mbps in Hi-Speed mode.

W

White reference sheet

The white part located inside the ADF which the scanner defines as white, in order to adjust the brightness of all other areas accordingly.

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SP-1425 Image Scanner

Operator's Guide

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