



**LiDE 300**  
**Online Manual**

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## Using Online Manual

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- **Operating Environment**
- **Symbols Used in This Document**
- **Touch-enabled Device Users (Windows)**
- **Printing Online Manual**
- **Trademarks and Licenses**
- **Screenshots in This Manual**

## Symbols Used in This Document

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### **Warning**

Instructions that, if ignored, could result in death, serious personal injury, or property damage caused by incorrect operation of the equipment. These must be observed for safe operation.

### **Caution**

Instructions that, if ignored, could result in personal injury or property damage caused by incorrect operation of the equipment. These must be observed for safe operation.

### **Important**

Instructions including important information that must be observed to avoid damage and injury or improper use of the product. Be sure to read these instructions.

### **Note**

Instructions including notes for operation and additional explanations.

### **Basics**

Instructions explaining basic operations of your product.

### **Note**

- Icons may vary depending on your product.

## **Touch-enabled Device Users (Windows)**

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For touch actions, you need to replace "right-click" in this document with the action set on the operating system. For example, if the action is set to "press and hold" on your operating system, replace "right-click" with "press and hold."

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o [freetype-devel@nongnu.org](mailto:freetype-devel@nongnu.org)

Discusses bugs, as well as engine internals, design issues, specific licenses, porting, etc.

Our home page can be found at

<http://www.freetype.org>

--- end of FTL.TXT ---

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## Placing Items

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- **Place the Item on the Platen**
- **Items You Can Place & How to Place Items**

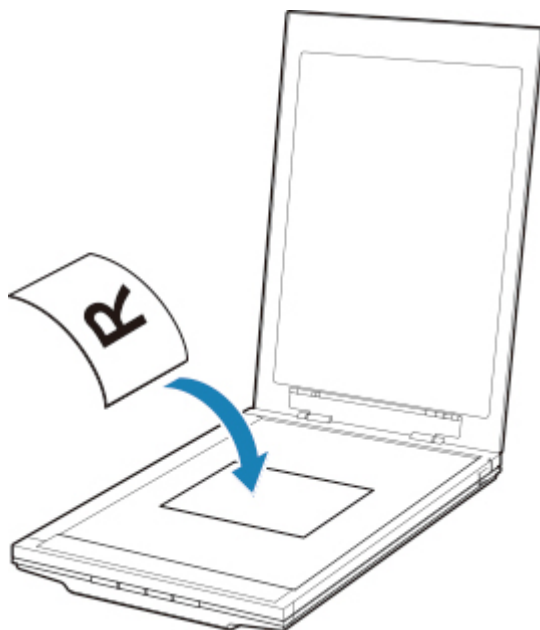
## Place the Item on the Platen

Place the item you want to scan on the platen.

### 1. Place the item on the platen.

1. Open the document cover.
2. Place the item on the platen with the side to scan facing down.

■ [Items You Can Place & How to Place Items](#)



### ▶▶▶ Important

- Be sure to observe the following when loading the original on the platen. Failure to observe the following may cause the scanner to malfunction or the platen glass to break.
  - Do not place any objects weighing 4.4 lb (2.0 kg) or more on the platen glass.
  - Do not put any pressure of 4.4 lb (2.0 kg) or more on the platen glass, such as pressing down the original.

### 2. Close the document cover gently.

### ▶▶▶ Important

- After placing the item on the platen, be sure to close the document cover properly before starting to scan.

## Items You Can Place & How to Place Items

The position to place an item may vary depending on the item to be scanned. Place the item in the correct position according to the item to be scanned. If you do not place the item correctly, it may not be scanned correctly.

The items you can place on the platen are as follows.

Property	Details
Types of items	Document, magazine, or newspaper Printed photo, postcard, business card, or disc (BD/DVD/CD, etc.)
Size (width x height)	Max. 8.5 x 11.7 inches (21.6 x 29.7 cm)

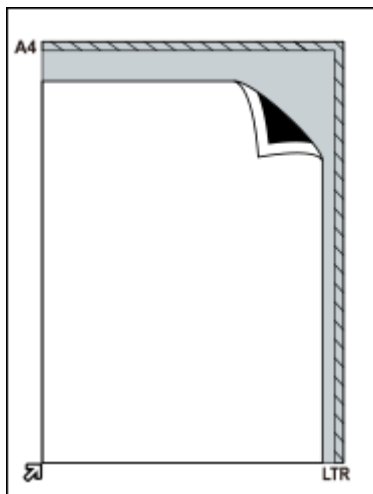
### Placing the Item to Be Aligned with the Alignment Mark (↗)

**When scanning documents, magazines, or newspapers**

**When scanning by specifying a standard size (A4, Letter, etc.)**

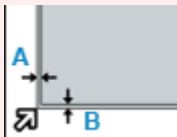
Place the item with the side to scan facing down and align it with the alignment mark (↗).

Portions placed on the diagonally striped area cannot be scanned.



#### ▶▶▶ Important

- Portions placed over **(A)** (0.094 inch (2.4 mm) from the left edge of the platen) or **(B)** (0.106 inch (2.7 mm) from the front edge) cannot be scanned.

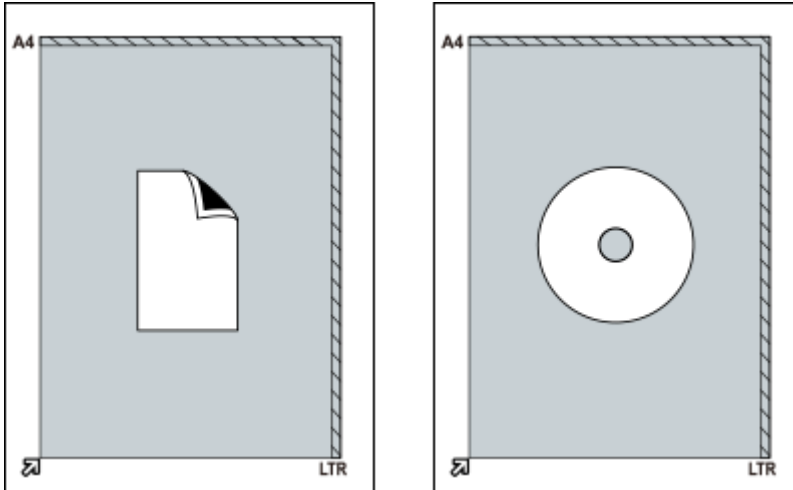


## Placing the Item in the Center of the Platen

**When scanning one printed photo, postcard, business card or BD/DVD/CD**

Place the item at least 0.4 inch (1 cm) away from the edges of the platen, with the side to scan facing down.

Portions placed on the diagonally striped area cannot be scanned.



## Placing Multiple Items

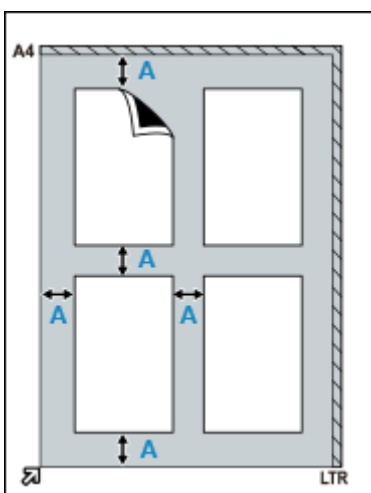
**When scanning multiple printed photos, postcards, or business cards**

Place the items at least 0.4 inch (1 cm) away from the edges of the platen, with the side to scan facing down.

Place them at least 0.4 inch (1 cm) apart from each other as well.

You can place up to four E-sized or L-sized items or two 2L-sized or postcard-sized items.

Portions placed on the diagonally striped area cannot be scanned.



(A) 0.4 inch (1 cm)



**▶▶ Note**

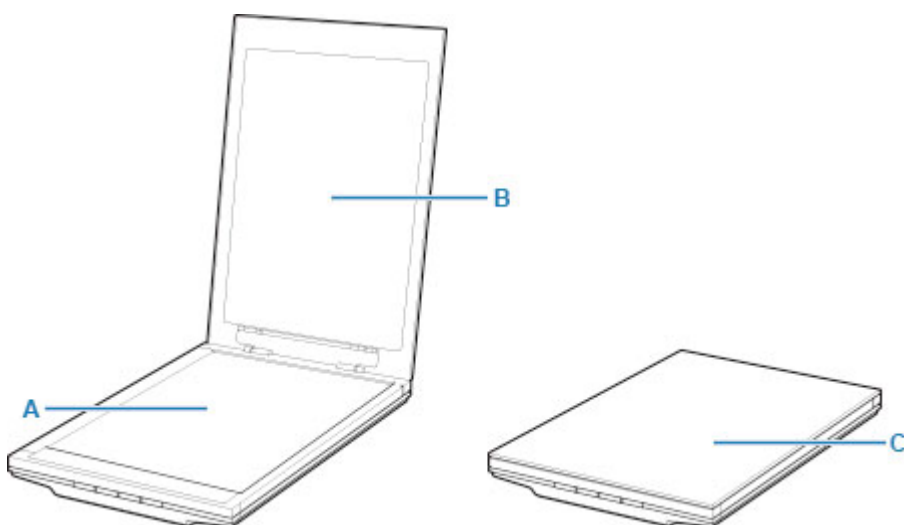
- Positions of slanted items (up to approximately 10 degrees) are corrected automatically by the Skew Correction function. Slanted photos with a long edge of approximately 7.1 inches (18 cm) or more cannot be corrected.
- Non-rectangular or irregular shaped photos (such as photos that have been cut to various shapes) may not be scanned correctly.

## Maintenance

### Important

- Disconnect the USB cable from the computer before cleaning the machine.
- Do not use tissue paper, paper towels, rough-textured cloth, or similar materials for cleaning so as not to scratch the surface.
- Never use alcohol, thinner, benzene, etc. The exterior may deform, discolor, or dissolve.

With a soft dry cloth, wipe the platen **(A)**, the inner side of the document cover (white sheet) **(B)**, and the exterior **(C)**. For stubborn dirt, clean with a well wrung damp cloth, then wipe off moisture with a soft dry cloth. Wipe thoroughly, especially the glass surface so as not to leave any residue.



### Important

- Do not press the document cover or platen heavily. The glass may break and cause injury.
- Wipe off moisture thoroughly. Scanning with moisture left on the glass surface and document cover may affect the image.
- Do not wet the connectors or metal parts on the rear side of the machine. If they get wet, wipe them thoroughly with a dry cloth.
- Do not wipe with a wet cloth that has not been wrung well or directly spray water or detergent onto the machine. Moisture may get inside the machine and adhere to the inner side of the platen or sensor, causing an image defect or malfunction.

## **Safety**

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- ▶ **Safety Precautions**
- ▶ **Regulatory Information**
- ▶ **WEEE (EU&EEA)**

## Safety Precautions

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### Safety Precautions

- The important notice and the safety precautions that you should know are described in this manual.
- Each safety standard mark and declaration is valid only for the voltage and frequency of the respective country or region where it applies.

#### Warning

- Read carefully and follow the instructions below. Ignoring the instructions may lead to fire and electric shocks.
  - Do not place the product close to the flammable solvents such as alcohol or thinner.
  - Do not use cables other than the one supplied.
  - Unplug the USB cable when lightning occurs.
  - Do not take apart or modify the product and accessories.
  - Do not use flammable sprays near the product.
  - Unplug the USB cable before cleaning.
  - Do not use flammable spray or liquids such as alcohol or thinners for cleaning. Wipe with a soft dry cloth.

If you drop metallic part or spill liquid into the product, hear unusual noises, see smoke, feel excessive heat, smell anything unusual, immediately unplug the USB cable and call for service. Using the product under this condition may result in fire or electrical shock.

When not in use for extended periods, unplug the USB cable for safety.

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### General Notices

#### Choosing a location

- Do not install the scanner in a location that is unstable or subject to excessive vibration.
- Do not install the scanner in locations that are very humid or dusty, in direct sunlight, outdoors, or close to a heating source.

To avoid the risk of fire or electric shocks, use the scanner under the operating environment specified in the Online Manual.

- Do not push the scanner into a narrow cabinet or put a tablecloth on it or place on a thick rug. If the scanner generates heat by doing so, it may cause damage.
- Do not set up in areas where there are excessive fluctuations in temperature. Also do not move the scanner from low-temperature areas to high temperature areas. Condensation may cause image errors. Leave the scanner enough time to gradually adapt to the new conditions before use.
- Do not place the scanner in areas with high humidity, areas subject to direct sunlight, areas with high temperatures and areas near flame sources. Fire or electrical shock may result.
- Leave enough space (approximately 8 in. (20 cm)) around the scanner when setting up.

## Power Supply

- When unplugging the USB cable, always pull on the main body. Pulling the cable may damage the wires and lead to fire or electrical shock.
- Do not apply excessive force to plug or unplug USB cable.
- Do not damage or modify the USB cable.
- Do not place heavy objects on, pull or excessively bend, twist or tie the USB cable.
- Do not twist or tie the USB cable.
- Plug the USB cable completely into the connector.

## Working around the scanner

- Keep the document cover closed except when necessary.
- Never put your hands or fingers in the scanner while it is scanning.
- Hold the scanner firmly with both hands at two ends when carrying it.
- Do not place any objects on the scanner, especially paper clips, staples and other metallic part or containers filled with alcohol, thinners or other flammable liquid.
- Always release the scanner lock before connecting the scanner to a computer.

Running the scanner while it is locked will damage the scanner.

- When loading a thick book on the platen glass, do not press hard on the document cover.

The platen glass may break.

- Do not release the document cover until it completely opens/closes.
- Do not place items that weigh 2.0 kg (4.4 lbs.) or more on the platen glass. Also, do not press heavily (i.e., more than 2.0 kg (4.4 lbs.)) on the document cover or the platen glass.
- Do not drop heavy books or objects on the scanner. Also do not give a shock to the platen glass. The platen glass may break.

## Regulatory Information

### Users in the U.S.A.

FCC Notice (U.S.A. Only)

Model Number: K10486

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

Use of a shielded cable is required to comply with Class B limits in Subpart B of Part 15 of the FCC Rules.

Do not make any changes or modifications to the equipment unless otherwise specified in the manual. If such changes or modifications should be made, you could be required to stop operation of the equipment.

Canon U.S.A., Inc.

One Canon Park

Melville, New York 11747

1-800-652-2666

## WEEE (EU&EEA)

### Only for European Union and EEA (Norway, Iceland and Liechtenstein)



This symbol indicates that this product is not to be disposed of with your household waste, according to the WEEE Directive (2012/19/EU) and national legislation. This product should be handed over to a designated collection point, e.g., on an authorized one-for-one basis when you buy a new similar product or to an authorized collection site for recycling waste electrical and electronic equipment (EEE). Improper handling of this type of waste could have a possible negative impact on the environment and human health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, waste authority, approved WEEE scheme or your household waste disposal service. For more information regarding return and recycling of WEEE products, please visit [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

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Este símbolo indica que o produto não deve ser colocado no lixo doméstico, de acordo com a Directiva REEE (2012/19/UE) e a legislação nacional. Este produto deverá ser colocado num ponto de recolha designado, por exemplo, num local próprio autorizado quando adquirir um produto semelhante novo ou num local de recolha autorizado para reciclar resíduos de equipamentos eléctricos e electrónicos (EEE). O tratamento inadequado deste tipo de resíduo poderá causar um impacto negativo no ambiente e na saúde humana devido às substâncias potencialmente perigosas normalmente associadas aos equipamentos eléctricos e electrónicos. Simultaneamente, a sua cooperação no tratamento correcto deste produto contribuirá para a utilização eficaz dos recursos naturais. Para mais informações sobre os locais onde o equipamento poderá ser reciclado, contacte os serviços locais, a autoridade responsável pelos resíduos, o esquema REEE aprovado ou o serviço de tratamento de lixo doméstico. Para mais informações sobre a devolução e reciclagem de produtos REEE, vá a [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## **Gælder kun i Europæiske Union og EØS (Norge, Island og Liechtenstein)**



Dette symbol angiver, at det pågældende produkt ikke må bortskaffes sammen med dagrenovation jf. direktivet om affald af elektrisk og elektronisk udstyr (WEEE) (2012/19/EU) og gældende national lovgivning. Det pågældende produkt skal afleveres på et nærmere specificeret indsamlingssted, f.eks. i overensstemmelse med en godkendt én-til-én-procedure, når du indkøber et nyt tilsvarende produkt, eller produktet skal afleveres på et godkendt indsamlingssted for elektronikaffald. Forkert håndtering af denne type affald kan medføre negative konsekvenser for miljøet og menneskers helbred på grund af de potentielt sundhedsskadelige stoffer, der generelt kan forefindes i elektrisk og elektronisk udstyr. Når du foretager korrekt bortskaffelse af det pågældende produkt, bidrager du til effektiv brug af naturressourcerne. Yderligere oplysninger om, hvor du kan bortskaffe dit elektronikaffald med henblik på genanvendelse, får du hos de kommunale renovationsmyndigheder. Yderligere oplysninger om returnering og genanvendelse af affald af elektrisk og elektronisk udstyr får du ved at besøge [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## **Μόνο για την Ευρωπαϊκή Ένωση και τον ΕΟΧ (Νορβηγία, Ισλανδία και Λιχτενστάιν)**



Αυτό το σύμβολο υποδηλώνει ότι αυτό το προϊόν δεν πρέπει να απορρίπτεται μαζί με τα οικιακά απορρίμματα, σύμφωνα με την Οδηγία σχετικά με τα Απόβλητα Ηλεκτρικού και Ηλεκτρονικού Εξοπλισμού (ΑΗΗΕ) (2012/19/ΕΕ) και την εθνική σας νομοθεσία. Αυτό το προϊόν πρέπει να παραδίδεται σε καθορισμένο σημείο συλλογής, π.χ. σε μια εξουσιοδοτημένη βάση ανταλλαγής όταν αγοράζετε ένα νέο παρόμοιο προϊόν ή σε μια εξουσιοδοτημένη θέση συλλογής για την ανακύκλωση των αποβλήτων Ηλεκτρικού και Ηλεκτρονικού Εξοπλισμού (ΗΗΕ). Ο ακατάλληλος χειρισμός αυτού του τύπου αποβλήτων μπορεί να έχει αρνητικό αντίκτυπο στο περιβάλλον και την υγεία του ανθρώπου, λόγω δυνητικώς επικίνδυνων ουσιών που γενικά συνδέονται με τον ΗΗΕ. Ταυτόχρονα, η συνεργασία σας όσον αφορά τη σωστή απόρριψη αυτού του προϊόντος θα συμβάλει στην αποτελεσματική χρήση των φυσικών πόρων. Για περισσότερες πληροφορίες σχετικά με τα σημεία όπου μπορείτε να απορρίψετε τον εξοπλισμό σας για ανακύκλωση, επικοινωνήστε με το τοπικό γραφείο της πόλης σας, την υπηρεσία απορριμμάτων, το εγκεκριμένο σχήμα ΑΗΗΕ ή την υπηρεσία απόρριψης οικιακών αποβλήτων. Για περισσότερες πληροφορίες σχετικά με την επιστροφή και την ανακύκλωση των προϊόντων ΑΗΗΕ, επισκεφθείτε την τοποθεσία [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Gjelder kun den europeiske union og EØS (Norge, Island og Liechtenstein)



Dette symbolet indikerer at dette produktet ikke skal kastes sammen med husholdningsavfall, i henhold til WEEE-direktiv (2012/19/EU) og nasjonal lov. Produktet må leveres til et dertil egnet innsamlingspunkt, det vil si på en autorisert en-til-en-basis når du kjøper et nytt lignende produkt, eller til et autorisert innsamlingssted for resirkulering av avfall fra elektrisk og elektronisk utstyr (EE-utstyr). Feil håndtering av denne typen avfall kan være miljø- og helseskadelig på grunn av potensielt skadelige stoffer som ofte brukes i EE-utstyr. Samtidig bidrar din innsats for korrekt avhending av produktet til effektiv bruk av naturressurser. Du kan få mer informasjon om hvor du kan avhende utrangert utstyr til resirkulering ved å kontakte lokale myndigheter, et godkjent WEEE-program eller husholdningens renovasjonsselskap. Du finner mer informasjon om retur og resirkulering av WEEE-produkter på [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Vain Euroopan unionin sekä ETA:n (Norja, Islanti ja Liechtenstein) alueelle.



Tämä tunnus osoittaa, että sähkö- ja elektroniikkalaiteromua koskeva direktiivi (SER-direktiivi, 2012/19/EU) sekä kansallinen lainsäädäntö kieltävät tuotteen hävittämisen talousjätteen mukana. Tuote on vietävä asianmukaiseen keräyspisteeseen, esimerkiksi kodinkoneliikkeeseen uutta vastaavaa tuotetta ostettaessa tai viralliseen sähkö- ja elektroniikkalaiteromun keräyspisteeseen. Sähkö- ja elektroniikkalaiteromun virheellinen käsittely voi vahingoittaa ympäristöä ja ihmisten terveyttä, koska laitteet saattavat sisältää ympäristölle ja terveydelle haitallisia aineita. Lisäksi tuotteen asianmukainen hävittäminen säästää luonnonvaroja. Lisätietoja sähkö- ja elektroniikkalaiteromun keräyspisteistä saat kaupunkien ja kuntien tiedotuksesta, jätehuoltoviranomaisilta, sähkö- ja elektroniikkalaiteromun

kierrätysjärjestelmän ylläpitäjältä ja jätehuolto-yhtiöltä. Lisätietoja sähkö- ja elektroniikkalaiteromun keräyksestä ja kierrätyksestä on osoitteessa [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Endast för Europeiska unionen och EES (Norge, Island och Liechtenstein)



Den här symbolen visar att produkten enligt WEEE-direktivet (2012/19/EU) och nationell lagstiftning inte får sorteras och slängas som hushållsavfall. Den här produkten ska lämnas in på en därför avsedd samlingsplats, t.ex. på en återvinningsstation auktoriserad att hantera elektrisk och elektronisk utrustning (EE-utrustning) eller hos handlare som är auktoriserade att byta in varor då nya, motsvarande köps (en mot en). Olämplig hantering av avfall av den här typen kan ha en negativ inverkan på miljön och människors hälsa på grund av de potentiellt farliga ämnen som kan återfinnas i elektrisk och elektronisk utrustning. Din medverkan till en korrekt avfallshantering av den här produkten bidrar dessutom till en effektiv användning av naturresurserna. Kontakta ditt lokala kommunkontor, berörd myndighet, företag för avfallshantering eller ta del av en godkänd WEEE-organisation om du vill ha mer information om var du kan lämna den kasserade produkten för återvinning. För mer information om inlämning och återvinning av WEEE-produkter, se [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Pouze Evropská unie a EHP (Norsko, Island a Lichtenštejnsko)



Tento symbol znamená, že podle směrnice o OEEZ (2012/19/EU) a podle vnitrostátních právních předpisů nemá být tento výrobek likvidován s odpadem z domácností. Tento výrobek má být vrácen do sběrného místa, např. v rámci autorizovaného systému odběru jednoho výrobku za jeden nově prodaný podobný výrobek nebo v autorizovaném sběrném místě pro recyklaci odpadních elektrických a elektronických zařízení (OEEZ). Nevhodné nakládání s tímto druhem odpadu by mohlo mít negativní dopad na životní prostředí a lidské zdraví, protože elektrická a elektronická zařízení zpravidla obsahují potenciálně nebezpečné látky. Vaše spolupráce na správné likvidaci tohoto výrobku současně napomůže efektivnímu využívání přírodních zdrojů. Další informace o místech sběru vašeho odpadního zařízení k recyklaci vám sdělí místní úřad vaší obce, správní orgán vykonávající dozor nad likvidací odpadu, sběrný OEEZ nebo služba pro odvoz komunálního odpadu. Další informace týkající se vracení a recyklace OEEZ naleznete na adrese [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Csak az Európai Unió és az EGT (Norvégia, Izland és Liechtenstein) országaiiban



Ez a szimbólum azt jelzi, hogy a helyi törvények és a WEEE-irányelv (2012/19/EU) szerint a termék nem kezelhető háztartási hulladékként. A terméket a kijelölt nyilvános gyűjtőpontokon kell leadni, például hasonló cserekészülék vásárlásakor, illetve bármelyik, elektromos és elektronikai berendezésekből származó hulladék (WEEE) átvételére feljogosított gyűjtőponton. Az ilyen jellegű hulladékok a nem megfelelő kezelés esetén a bennük található veszélyes anyagok révén ártalmasak lehetnek a környezetre és az emberek egészségére. Továbbá, a termékből származó hulladék megfelelő kezelésével hozzájárulhat a természetes nyersanyagok hatékonyabb hasznosításához. A berendezésekből származó, újrahasznosítható hulladékok elhelyezésére vonatkozó további tudnivalóért forduljon a helyi önkormányzathoz, a közterület-fenntartó vállalathoz, a háztartási hulladék begyűjtését végző vállalathoz, illetve a hivatalos WEEE-képviselőhöz. További tudnivalókat a WEEE-termékek visszajuttatásáról és újrahasznosításáról a [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Tylko dla krajów Unii Europejskiej oraz EOG (Norwegia, Islandia i Liechtenstein)



Ten symbol oznacza, że zgodnie z dyrektywą WEEE dotyczącą zużytego sprzętu elektrycznego i elektronicznego (2012/19/UE) oraz przepisami lokalnymi nie należy wyrzucać tego produktu razem z odpadami gospodarstwa domowego. Produkt należy przekazać do wyznaczonego punktu gromadzenia odpadów, np. firmie, od której kupowany jest nowy, podobny produkt lub do autoryzowanego punktu gromadzenia zużytego sprzętu elektrycznego i elektronicznego w celu poddania go recyklingowi. Usuwanie tego typu odpadów w nieodpowiedni sposób może mieć negatywny wpływ na otoczenie i zdrowie innych osób ze względu na niebezpieczne substancje stosowane w takim sprzęcie. Jednocześnie pozbycie się zużytego sprzętu w zalecany sposób przyczynia się do właściwego wykorzystania zasobów naturalnych. Aby uzyskać więcej informacji na temat punktów, do których można dostarczyć sprzęt do recyklingu, prosimy skontaktować się z lokalnym urzędem miasta, zakładem utylizacji odpadów, skorzystać z instrukcji zatwierdzonej dyrektywą WEEE lub skontaktować się z przedsiębiorstwem zajmującym się wywozem odpadów domowych. Więcej informacji o zwracaniu i recyklingu zużytego sprzętu elektrycznego i elektronicznego znajduje się w witrynie [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Plati len pre štáty Európskej únie a EHP (Nórsko, Island a Lichtenštajnsko)



Tento symbol znamená, že podľa Smernice 2012/19/EÚ o odpade z elektrických a elektronických zariadení (OEEZ) a podľa platnej legislatívy Slovenskej republiky sa tento produkt nesmie likvidovať spolu s komunálnym odpadom. Produkt je potrebné odovzdať do určenej zberne, napr. prostredníctvom výmeny za kúpu nového podobného produktu, alebo na autorizované zberné miesto, ktoré spracúva odpad z elektrických a elektronických zariadení (EEZ). Nesprávna manipulácia s takýmto typom odpadu môže mať negatívny vplyv na životné prostredie a ľudské zdravie, pretože elektrické a elektronické zariadenia obsahujú potenciálne nebezpečné látky. Spoluprácou na správnej likvidácii produktu prispějete

k účinnému využití přírodních zdrojů. Další informace o místní recyklaci opotřebovaných zařízení získáte od místního úřadu, úřadu životního prostředí, ze schváleného plánu OEEZ nebo od společnosti, která zajišťuje likvidaci komunálního odpadu. Více informací najdete aj na webové stránce: [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Üksnes Euroopa Liit ja EMP (Norra, Island ja Liechtenstein)



See sümbol näitab, et antud toodet ei tohi vastavalt elektri- ja elektroonikaseadmete jäätmeid käsitlevale direktiivile (2012/19/EL) ning teie riigis kehtivatele õigusaktidele utiliseerida koos olmejäätmetega. Antud toode tuleb anda selleks määratud kogumispunkti, nt müügipunkt, mis on volitatud üks ühe vastu vahetama, kui ostate uue sarnase toote, või elektri- ja elektroonikaseadmete jäätmete ümbertöötlemiseks mõeldud kogumispunkti. Täiendava teabe saamiseks elektri- ja elektroonikaseadmetest tekkinud jäätmete tagastamise ja ümbertöötlemise kohta võtke ühendust kohaliku omavalitsusega, asjakohase valitsusasutusega, asjakohase tootjavastutusorganisatsiooniga või olmejäätmete käitlejaga. Lisateavet leitate ka Interneti-leheküljelt [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Tikai Eiropas Savienībai un EEZ (Norvēģijai, Islandei un Lihtenšteinai)



Šis simbols norāda, ka atbilstoši ES Direktīvai (2012/19/ES) par elektrisko un elektronisko iekārtu atkritumiem (EEIA) un vietējiem tiesību aktiem no šī izstrādājuma nedrīkst atbrīvoties, izmetot to kopā ar sadzīves atkritumiem. Šis izstrādājums ir jānodod piemērotā savākšanas vietā, piemēram, apstiprinātā veikalā, kur iegādājaties līdzīgu jaunu produktu un atstājat veco, vai apstiprinātā vietā izlietotu elektrisko un elektronisko iekārtu pārstrādei. Nepareiza šāda veida atkritumu apsaimniekošana var apdraudēt vidi un cilvēka veselību tādu iespējami bīstamu vielu dēļ, kas parasti ir elektriskajās un elektroniskajās iekārtās. Turklāt jūsu atbalsts pareizā šāda veida atkritumu apsaimniekošanā sekmēs efektīvu dabas resursu izmantošanu. Lai saņemtu pilnīgāku informāciju par vietām, kur izlietoto iekārtu var nodot pārstrādei, sazinieties ar vietējo pašvaldību, atkritumu savākšanas atbildīgo dienestu, pilnvarotu EEIA struktūru vai sadzīves atkritumu apsaimniekošanas iestādi. Lai saņemtu plašāku informāciju par elektrisko un elektronisko iekārtu nodošanu pārstrādei, apmeklējiet tīmekļa vietni [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Tik Europos Sąjungai ir EEE (Norvegijai, Islandijai ir Lichtenšteinui)



Šis ženkla reiškia, kad gaminio negalima išmesti su buitiniemis atliekomis, kaip yra nustatyta Direktyvoje (2012/19/ES) ir nacionaliniuose teisė aktuose dėl EEI atliekų tvarkymo. Šį gaminį reikia atiduoti į tam skirtą surinkimo punktą, pvz., pagal patvirtintą keitimo sistemą, kai perkamas panašus gaminy, arba į

elektros ir elektroninės įrangos (EEI) atliekų perdirbimo punktą. Netinkamas tokios rūšies atliekų tvarkymas dėl elektros ir elektroninėje įrangoje esančių pavojingų medžiagų gali pakenkti aplinkai ir žmonių sveikatai. Padėdami užtikrinti tinkamą šio gaminio šalinimo tvarką, kartu prisidėsite prie veiksmingo gamtos išteklių naudojimo. Jei reikia daugiau informacijos, kaip šalinti tokias atliekas, kad jos būtų toliau perdirbamos, kreipkitės į savo miesto valdžios institucijas, atliekų tvarkymo organizacijas, patvirtintų EEI atliekų sistemų arba jūsų buitinių atliekų tvarkymo įstaigų atstovus. Išsamesnės informacijos apie EEI atliekų grąžinimo ir perdirbimo tvarką galite rasti apsilankę tinklalapyje [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## **Samo za Evropsko unijo in EGP (Norveška, Islandija in Lihtenštajn)**



Ta simbol pomeni, da tega izdelka v skladu z direktivo OEEO (2012/19/EU) in državno zakonodajo ne smete odvreči v gospodinjске odpadke. Ta izdelek morate odložiti na ustrezno zbiralno mesto, na primer pri pooblaščenem prodajalcu, ko kupite podoben nov izdelek ali na zbiralno mesto za recikliranje električne in elektronske opreme. Neprimerno ravnanje s takšnimi odpadki lahko negativno vpliva na okolje in človekovo zdravje zaradi nevarnih snovi, ki so povezane z električno in elektronsko opremo. S pravilno odstranitvijo izdelka hkrati prispevate tudi k učinkoviti porabi naravnih virov. Če želite več informacij o tem, kje lahko odložite odpadno opremo za recikliranje, pokličite občinski urad, komunalno podjetje ali službo, ki skrbi za odstranjevanje odpadkov, ali si oglejte načrt OEEO. Če želite več informacij o vračanju in recikliranju izdelkov v skladu z direktivo OEEO, obiščite [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## **Само за Европейския съюз и ЕИП (Норвегия, Исландия и Лихтенщайн)**



Този символ показва, че този продукт не трябва да се изхвърля заедно с битовите отпадъци, съгласно Директивата за ИУЕЕО (2012/19/ЕС) и Вашето национално законодателство. Този продукт трябва да бъде предаден в предназначен за целта пункт за събиране, например на база размяна, когато купувате нов подобен продукт, или в одобрен събирателен пункт за рециклиране на излязло от употреба електрическо и електронно оборудване (ИУЕЕО). Неправилното третиране на този тип отпадъци може да доведе до евентуални отрицателни последици за околната среда и човешкото здраве поради потенциално опасните вещества, които обикновено са свързани с ЕЕО. В същото време Вашето съдействие за правилното изхвърляне на този продукт ще допринесе за ефективното използване на природните ресурси. Повече информация относно местата, където може да предавате излязло от употреба оборудване за рециклиране, може да получите от местните власти, от органа, отговорен за отпадъците и от одобрена система за излязло от употреба ЕЕО или от Вашата местна служба за битови отпадъци. За повече информация относно връщането и рециклирането на продукти от излязло от употреба ЕЕО посетете [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Doar pentru Uniunea Europeană și EEA (Norvegia, Islanda și Liechtenstein)



Acest simbol indică faptul că acest produs nu trebuie aruncat o dată cu reziduurile menajere, în conformitate cu Directiva DEEE (Directiva privind deșeurile de echipamente electrice și electronice) (2012/19/UE) și legile naționale. Acest produs trebuie transportat la un punct de colectare special, de exemplu un centru care preia produsele vechi atunci când achiziționați un produs nou similar, sau la un punct de colectare autorizat pentru reciclarea deșeurilor provenite de la echipamentele electrice și electronice (EEE). Mănuirea necorespunzătoare a acestor tipuri de deșeuri poate avea un impact negativ asupra mediului înconjurător și sănătății indivizilor, din cauza substanțelor potențial nocive care sunt în general asociate cu EEE. În același timp, cooperarea dvs. la reciclarea corectă a acestui produs va contribui la utilizarea efectivă a resurselor naturale. Pentru mai multe informații privind locurile de reciclare a deșeurilor provenite de la echipamente, contactați biroul primăriei locale, autoritatea responsabilă cu colectarea deșeurilor, schema DEEE aprobată sau serviciul de colectare a deșeurilor menajere. Pentru mai multe informații privind returnarea și reciclarea produselor DEEE, vizitați [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Samo za Europsku uniju i EEZ (Norveška, Island i Lihtenštajn)



Ovaj simbol pokazuje da se ovaj proizvod ne smije odlagati s kućnim otpadom sukladno WEEE Direktivi (2012/19/EC) i vašem nacionalnom zakonu. Ovaj proizvod je potrebno predati na posebno mjesto za sakupljanje otpada, npr. na ovlašteno mjesto gdje možete zamijeniti staro za novo ukoliko kupujete novi sličan proizvod ili na ovlašteno mjesto za sakupljanje rabljene električne i elektroničke opreme (EEE) za recikliranje. Neproprisan rukovanje ovom vrstom otpada može imati negativan učinak na okolinu i zdravlje ljudi zbog supstanci koje su potencijalno opasne za zdravlje, a općenito se povezuju s EEE. Istovremeno, vaša će suradnja kroz propisno odlaganje ovog proizvoda doprinijeti efektivnoj uporabi prirodnih resursa. Za više informacija o tome gdje možete odložiti svoj otpad za recikliranje obratite se vašem lokalnom gradskom uredu, komunalnoj službi, odobrenom WEEE programu ili službi za odlaganje kućnog otpada. Ostale informacije o vraćanju i recikliranju WEEE proizvoda potražite na [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## Korisnici u Srbiji



Ovaj simbol označava da ovaj proizvod ne sme da se odlaže sa ostalim kućnim otpadom, u skladu sa WEEE Direktivom (2012/19/EU) i nacionalnim zakonima. Ovaj proizvod treba predati određenom centru za prikupljanje, npr. na osnovi "jedan-za-jedan" kada kupujete sličan novi proizvod, ili ovlašćenom centru za prikupljanje za reciklažu istrošene električne i elektronske opreme (EEE). Nepravilno rukovanje ovom



vrstom otpada može da ima moguće negativne posledice po životnu sredinu i ljudsko zdravlje usled potencijalno opasnih materijala koji se uglavnom vezuju za EEE. U isto vreme, vaša saradnja na ispravnom odlaganju ovog proizvoda će doprineti efikasnom korišćenju prirodnih resursa. Za više informacija o tome gde možete da predate vašu staru opremu radi recikliranja, vas molimo, da kontaktirate lokalne gradske vlasti, komunalne službe, odobreni plan reciklaže ili Gradsku čistoću. Za više informacija o vraćanju i recikliranju WEEE proizvoda, posetite stranicu [www.canon-europe.com/weee](http://www.canon-europe.com/weee).

## **Handling Precautions**

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- **Precautions for Safe Transport of Scanner**
- **Legal Limitations on Use of Your Product and Use of Images**

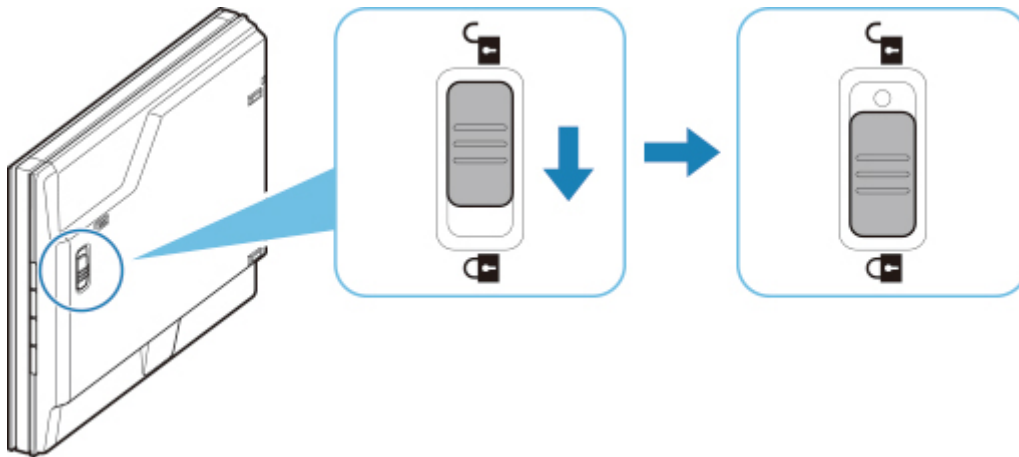
## Precautions for Safe Transport of Scanner

When relocating the scanner, make sure of the following.

### »» Important

- To ensure safe transport of the scanner, pack the scanner in a sturdy box with its bottom facing down and fill the remaining space with protective materials.
- If a shipping agent is handling transport of the scanner, have its box marked "FRAGILE" or "HANDLE WITH CARE" with the bottom of the scanner facing down.

1. Disconnect the USB cable.
2. Secure the document cover with adhesive tape to keep it closed.
3. Move the scanner lock switch at the bottom of the scanner in the direction of the lock mark (🔒) to lock it, and then pack it in a bag.



4. Cover scanner with protective materials, and then pack it in box.

## Legal Limitations on Use of Your Product and Use of Images

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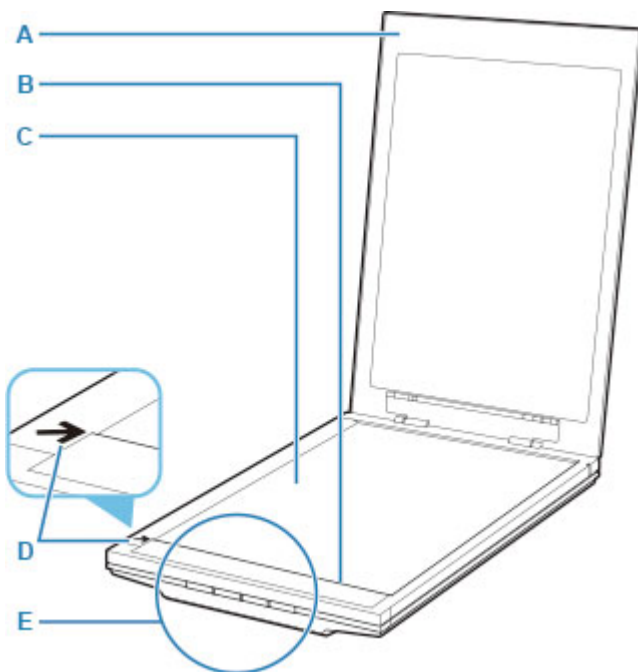
It may be unlawful to make copies of, scan, print, or use reproductions of the following documents.

The list provided is non-exhaustive. When in doubt, check with a legal representative in your jurisdiction.

- Paper money
- Money orders
- Certificates of deposit
- Postage stamps (canceled or uncanceled)
- Identifying badges or insignias
- Selective service or draft papers
- Checks or drafts issued by governmental agencies
- Motor vehicle licenses and certificates of title
- Traveler's checks
- Food stamps
- Passports
- Immigration papers
- Internal revenue stamps (canceled or uncanceled)
- Bonds or other certificates of indebtedness
- Stock certificates
- Copyrighted works/works of art without permission of copyright owner

## Main Components

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**A: Document Cover**

Presses down the placed item.

**B: Scanning Unit**

The main part of the scanner that emits light and scans items.

**C: Platen**

Place the item to be scanned.

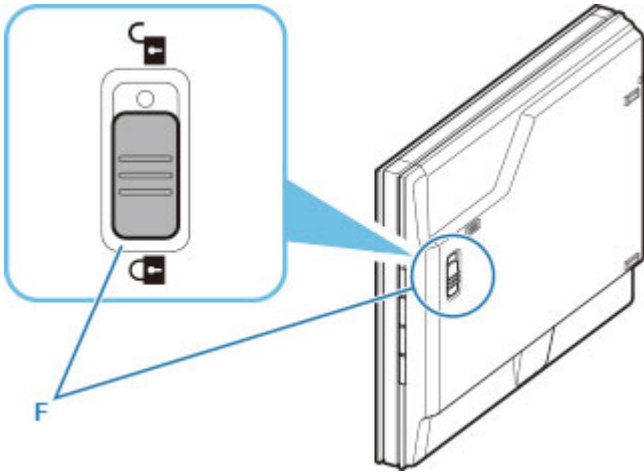
**D: Alignment Mark**

Align a corner of the item with this mark.

**E: Scanner Buttons**

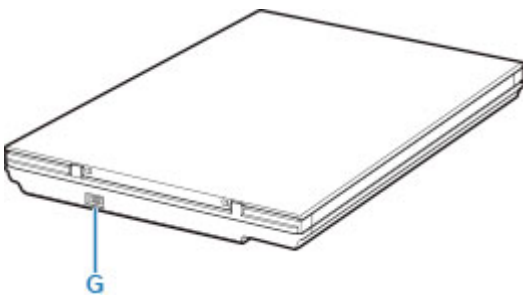
You can scan easily according to your purpose by simply pressing a button.

PDF button  
AUTO SCAN button  
COPY button  
SEND button



**F: Scanner Lock Switch**

Lock or unlock the scanning unit.



**G: USB Connector**

Connect the supplied USB cable.

**▶▶ Important**

- There is no power switch or power lamp on the scanner. No AC adapter or power cord is required. When you connect a computer and the scanner with the USB cable and turn on the computer, the scanner also turns on.
- The scanner is designed to produce optimal results when connected to a USB 3.0 or higher port with the supplied USB cable. Connect the USB cable supplied with the scanner to a USB 3.0 or higher port.
- The supplied USB cable is for the scanner only. It cannot be used for other devices.

## Specifications

### General Specifications

<b>Scanner type</b>	Flatbed
<b>Sensor type</b>	CIS
<b>Light source</b>	3-color (RGB) LED
<b>Optical resolution *1</b>	2400 x 2400 dpi
<b>Selectable resolution</b>	25 - 19200 dpi (ScanGear)
<b>Scanning bit depth</b>	<b>Color:</b> 48 bit input (16 bit input for each color (RGB))/ Windows: 48 bit or 24 bit output (16 bit or 8 bit output for each color (RGB)) *2 Mac: 24 bit output (8 bit output for each color (RGB)) <b>Grayscale:</b> 16 bit input or 8 bit output
<b>Interface</b>	USB2.0 High-Speed Mini-B *3 *4
<b>Maximum document size</b>	A4/Letter (8.5" x 11.7"/216 x 297 mm)
<b>Scanner buttons</b>	4 buttons ( <b>PDF, AUTO SCAN, COPY, SEND</b> )
<b>Operating environment</b>	<b>Temperature:</b> 41 to 95 °F (5 to 35 °C) <b>Humidity:</b> 10 - 90 % RH (no condensation)
<b>Power supply</b>	Supplied via USB port (No external adapter required)
<b>Power consumption</b>	<b>In operation (max.):</b> Approx. 4.5 W <b>Stand-by:</b> Approx. 0.3 W *5
<b>External dimensions</b>	Approx. 9.9 (W) x 14.5 (D) x 1.7 (H) inches (250 x 367 x 42 mm)
<b>Weight</b>	Approx. 3.6 lbs (1.7 kg)

\*1 Optical resolution represents the maximum sampling rate based on ISO 14473.

\*2 The 48 bit output is supported only when using the TWAIN driver for Windows.

\*3 The scanner is designed to produce optimal results when connected to a USB 3.0 or higher port with the supplied USB cable. Connect the USB cable supplied with the scanner to a USB 3.0 or higher port. (The supplied USB cable is for the scanner only.) It cannot be used for other devices.

\*4 To use Hi-Speed USB, computer must support Hi-Speed USB.

Additionally, Hi-Speed USB interface is completely backward compatible with USB 1.1, so connection is possible even if computer interface is USB 1.1.

\*5 USB connection to PC.

### Minimum System Requirements

Conform to the operating system's requirements when higher than those given here.

## Windows

<b>Operating system</b>	Windows 10, Windows 8.1, Windows 7 SP1 Note: Computer with Windows 7 or later pre-installed
<b>Hard disk space</b>	3.0 GB Note: For bundled software installation. The necessary amount of hard disk space may be changed without notice.
<b>Display</b>	XGA 1024 x 768

## macOS

<b>Operating system</b>	OS X 10.11, macOS 10.12 to macOS 10.13
<b>Hard disk space</b>	1.5 GB Note: For bundled software installation. The necessary amount of hard disk space may be changed without notice.
<b>Display</b>	XGA 1024 x 768

- An internet connection is required to view the Online Manual.
- In Windows, a CD-ROM or internet connection is required to install the software.
- Some functions are not available with Windows Media Center.
- Windows: The TWAIN driver (ScanGear) is based on the TWAIN 1.9 Specification and requires the Data Source Manager bundled with the operating system.
- In macOS, an internet connection is required to install the software.

Information in this guide is subject to change without notice.



## Scanning from Computer (macOS)

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### ➤ Scanning According to Item Type or Purpose (IJ Scan Utility Lite)


- IJ Scan Utility Lite Features
- Scanning Easily (Auto Scan) 📄 **Basics**
- Scanning Documents and Photos

### ➤ Scanning Tips

- Positioning Originals (Scanning from Computer)

## Scanning According to Item Type or Purpose (IJ Scan Utility Lite)

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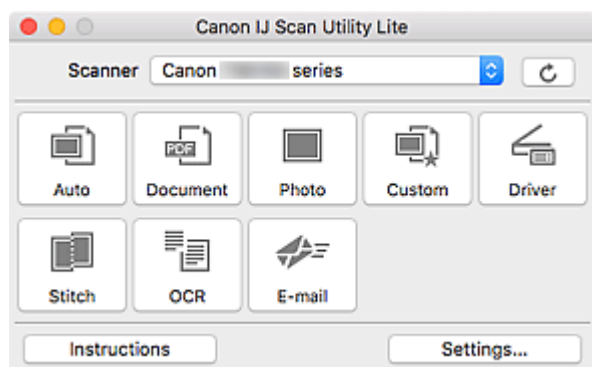
- ▶ IJ Scan Utility Lite Features
- ▶ Scanning Easily (Auto Scan)  Basics
- ▶ Scanning Documents and Photos

### Important

- Available functions and settings vary depending on your scanner or printer.

## IJ Scan Utility Lite Features

Use IJ Scan Utility Lite to scan and save documents, photos, or other items at one time by simply clicking the corresponding icon.



### Important

- The displayed items and available functions vary depending on your scanner or printer.

## Multiple Scanning Modes

**Auto** allows for one click scanning with default settings for various items. **Document** will sharpen text in a document or magazine for better readability, and **Photo** is best suited for scanning photos.

### Note

- For details on the IJ Scan Utility Lite main screen, see IJ Scan Utility Lite Main Screen.

## Save Scanned Images Automatically

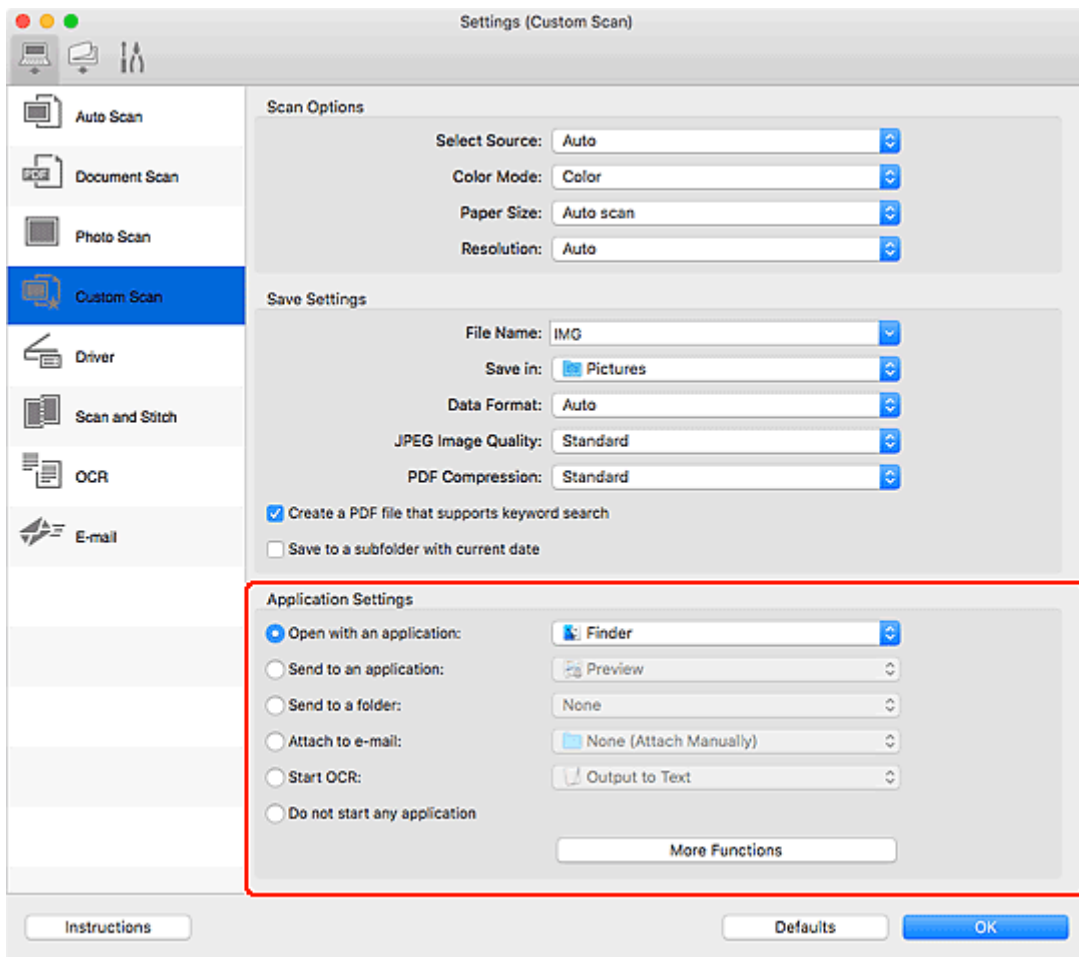
Scanned images are automatically saved to a preset folder. The folder can be changed as needed.

### Note

- The default save folder is the **Pictures** folder.
- For how to specify a folder, see Settings Dialog.

## Application Integration

Scanned images can be sent to other applications. For example, display scanned images in your favorite graphics application, attach them to e-mails, or extract text from images.



## ►► Note

- To set the applications to integrate with, see Settings Dialog.

## Scanning Easily (Auto Scan)

Auto Scan allows for automatic detection of the type of the item placed on the platen or ADF (Auto Document Feeder).

### ►►► Important

- This function is not supported depending on your model.
- The following types of items may not be scanned correctly. In that case, adjust the cropping frames (selection boxes; scan areas) in the screen displayed by clicking **Driver** in the IJ Scan Utility Lite main screen, and then scan again.
  - Photos with a whitish background
  - Items printed on white paper, hand-written text, business cards, and other unclear items
  - Thin items
  - Thick items
- When scanning two or more documents from the ADF, place documents of the same size.

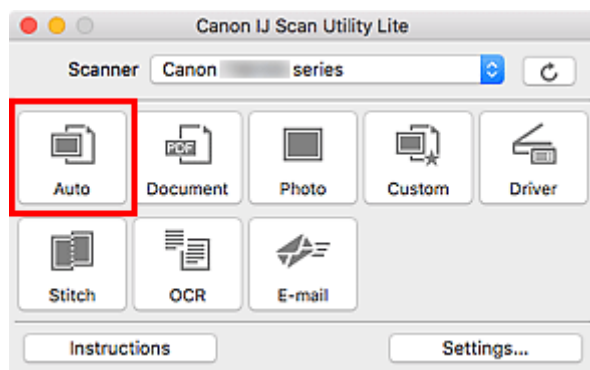
1. Check that scanner or printer is turned on.

2. Place items on platen or ADF.

■ [Positioning Originals \(Scanning from Computer\)](#)

3. Start IJ Scan Utility Lite.

4. Click **Auto**.



Scanning starts.

### ►►► Note

- To cancel the scan, click **Cancel**.
- Use the **Settings (Auto Scan)** dialog to set where to save the scanned images and to make advanced scan settings.
- To scan a specific item type, see the following pages.
  - [Scanning Documents and Photos](#)
  - Scanning with Favorite Settings



## Scanning Documents and Photos

Scan items placed on the platen with settings suitable for documents or photos.

Save documents in formats such as PDF and JPEG, and photos in formats such as JPEG and TIFF.

1. Place the item on the platen.

■ [Positioning Originals \(Scanning from Computer\)](#)

2. Start IJ Scan Utility Lite.

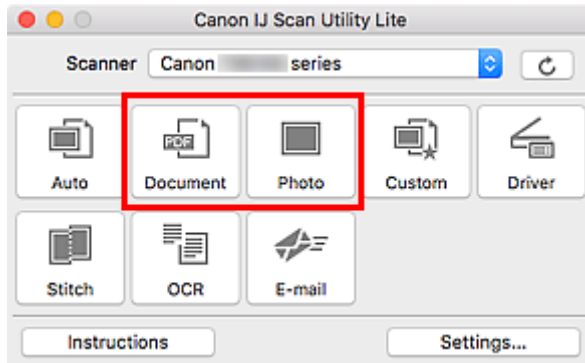
3. To specify the paper size, resolution, PDF settings, etc., click **Settings...**, and then set each item in the Settings dialog.

### ▶▶▶ Note

- Once settings are made in the Settings dialog, the same settings can be used for scanning from the next time.
- In the Settings dialog, specify image processing settings such as slant correction, set where to save the scanned images, and more, as needed.

When setting is completed, click **OK**.

4. Click **Document** or **Photo**.



Scanning starts.

### ▶▶▶ Note

- To cancel the scan, click **Cancel**.

## Scanning Tips

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- ▶ **Positioning Originals (Scanning from Computer)**



## Positioning Originals (Scanning from Computer)

This section describes how to load originals on the platen or ADF (Auto Document Feeder) for scanning. If items are not placed correctly they may not be scanned correctly.

### Important

- Be sure to observe the following when loading the original on the platen. Failure to observe the following may cause the scanner to malfunction or the platen glass to break.
  - Do not place any objects weighing 4.4 lb (2.0 kg) or more on the platen glass.
  - Do not put any pressure of 4.4 lb (2.0 kg) or more on the platen glass, such as pressing down the original.
- Close the document cover when scanning.
- Do not touch the operation panel buttons or LCD (Liquid Crystal Display) when opening/closing the document cover. May result in unintended operation.
- When using a personal scanner in the upright position, the item type may not be detected automatically. In that case, specify the item type in IJ Scan Utility and scan.

■ [Placing Items \(Platen\)](#)

■ [Placing Documents \(ADF \(Auto Document Feeder\)\)](#)



■ [Placing Items \(When Using Stand\)](#)

## Placing Items (Platen)

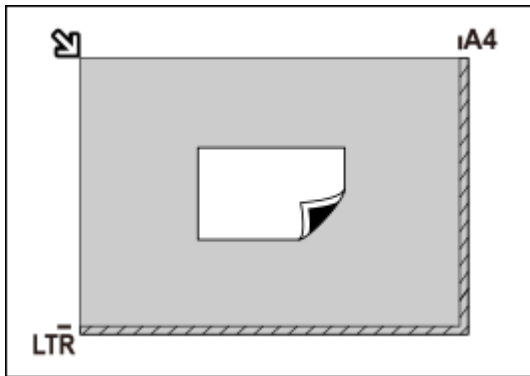
Place items as described below to scan by detecting the item type and size automatically.

### Important

- Depending on your model, the function to scan by automatically detecting the item type and size does not appear.
- When scanning by specifying the paper size, align an upper corner of the item with the corner at the arrow (alignment mark) of the platen.
- Photos that have been cut to irregular shapes and items smaller than 1.2 inches (3 cm) square cannot be cropped accurately when scanning.
- Reflective disc labels may not be scanned as expected.
- If scanned by detecting the item type and size automatically, the response may differ. In that case, adjust the cropping frame (selection box) manually.

Photos, Postcards, Business Cards, and BD/DVD/CD	Magazines, Newspapers, and Documents
 <p><b>Single item:</b></p> <p>Place the item face-down on the platen, with 0.4 inch (1 cm) or more space between the edges (diagonally striped area)</p>	 <p>Place the item face-down on the platen and align an upper corner of the item with the corner at the arrow (alignment mark) of the platen. Portions placed on the diagonally striped area cannot be scanned.</p>

of the platen and the item. Portions placed on the diagonally striped area cannot be scanned.

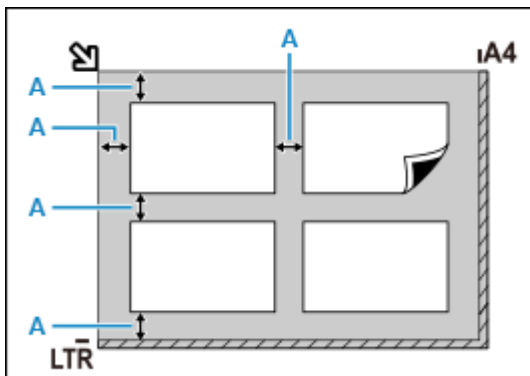


### Important

- Large items (such as A4 size photos) that cannot be placed away from the edges/arrow (alignment mark) of the platen may be saved as PDF files. To save in a format other than PDF, scan by specifying the data format.

#### Multiple items:

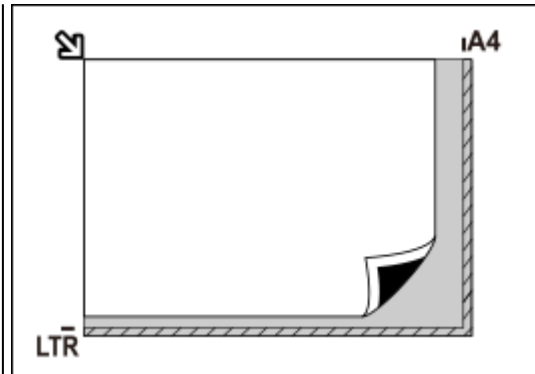
Allow 0.4 inch (1 cm) or more space between the edges (diagonally striped area) of the platen and items, and between items. Portions placed on the diagonally striped area cannot be scanned.



A : 0.4 inch (1 cm) or more

### Note

- In IJ Scan Utility Lite, place up to 12 items.
- Positions of slanted items (10 degrees or less) are corrected automatically.



### Important

#### • Inkjet All-In-One printer:

For the portions in which items cannot be scanned, click Home to return to the top page of the Online Manual for your model and search for "Loading Originals."

#### • Personal scanner:

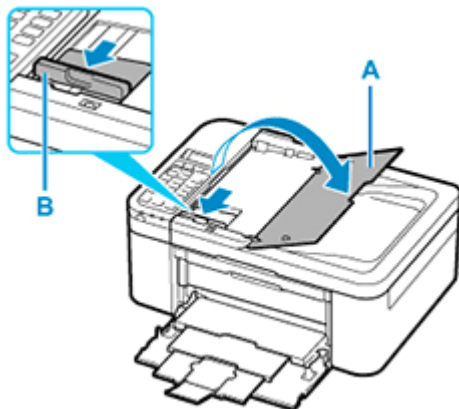
For the portions in which items cannot be scanned, click Home to return to the top page of the Online Manual for your model and search for "Items You Can Place & How to Place Items."

## Placing Documents (ADF (Auto Document Feeder))

### Important

- Do not leave thick items on the platen when scanning from the ADF. May result in paper jam.
- Place and align documents of the same size when scanning two or more documents.
- For supported document sizes when scanning from the ADF, click Home to return to the top page of the Online Manual for your model and search for "Supported Originals."

1. Make sure any original has been removed from platen.
2. Open document tray (A).
3. Slide the paper guides (B) all the way out.

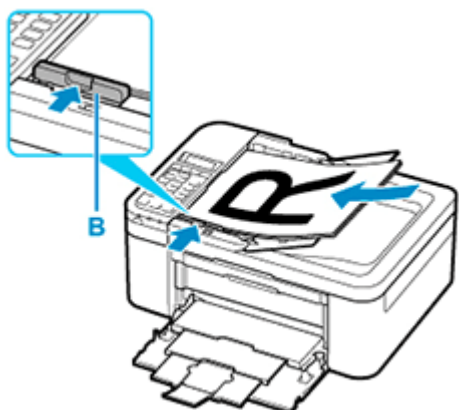


4. Load document with side to scan facing up in document tray.

Insert the document until it stops.

5. Adjust document guide (B) to match width of document.

Do not slide the document guide too hard against the document. The document may not be fed properly.



#### ►► Note

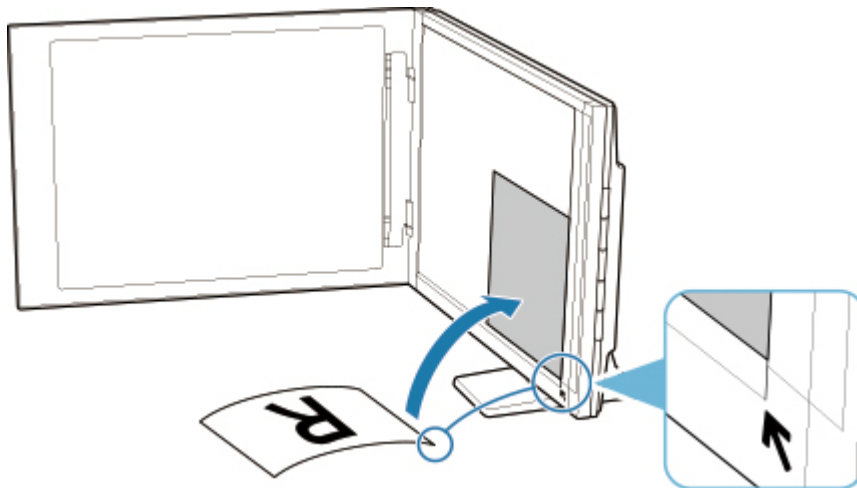
- When scanning duplex documents, place the front sides facing up. They will not be scanned correctly if placed the other way around.

## Placing Items (When Using Stand)

1. Place item on platen.

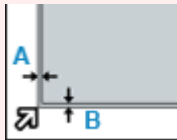
1. Open the document cover.

2. Place the item with the side to scan facing the platen, and then align it with the alignment mark.



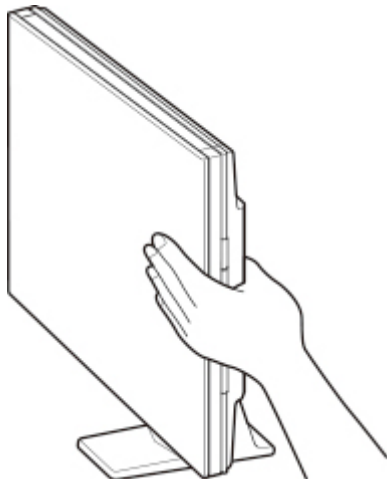
### »» Important

- If you open the document cover wide, the scanner may fall over.
- Portions placed over (A) (0.094 inch (2.4 mm) from the left edge of the platen) or (B) (0.106 inch (2.7 mm) from the front edge) cannot be scanned.



2. Gently close document cover.

While scanning, hold the document cover gently with your hand to keep it closed.



### »» Important

- Keep these points in mind when using the scanner in the upright position.
  - Do not subject the scanner to vibration during operation. The correct image results may not be obtained (for example, images may blur).

- The item type may not be detected automatically. In that case, specify the item type in IJ Scan Utility and scan.

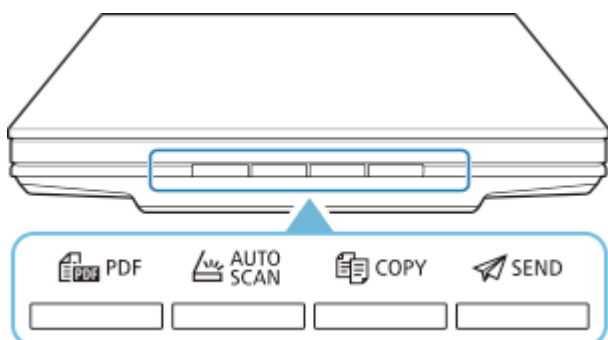
## Scanning Using the Scanner Buttons

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- ▶ **What Are Scanner Buttons?**
- ▶ **Scanning and Saving Items as PDF Files (PDF Buttons)**
- ▶ **Scanning Items and Saving the Scanned Images (AUTO SCAN Button)**
- ▶ **Scanning and Printing/Copying Items (COPY Button)**
- ▶ **Scanning and Attaching Items to E-Mail (SEND Button)**
- ▶ **Scanner Button Settings (Windows)**
- ▶ **Scanner Button Settings (macOS)**
- ▶ **Scanner Button Settings via IJ Scan Utility**
- ▶ **Scanner Button Settings via IJ Scan Utility Lite**

## What Are Scanner Buttons?

The four buttons on the scanner are referred to as scanner buttons. You can create PDF files, print items, send images, etc. by simply placing the item on the platen and pressing a scanner button.



### Important

- In Windows, when you press a scanner button, a program selection screen may appear instead of IJ Scan Utility. In that case, set IJ Scan Utility as the program to start. Refer to "Scanner Button Settings (Windows)" for details. To set to start IJ Scan Utility Lite in macOS, see Scanner Button Settings (macOS).

#### PDF Button

Scans items and easily creates PDF files, then saves them.

#### AUTO SCAN Button

Detects the item type automatically and saves them to a computer.

#### COPY Button

Scans items and prints them on a printer.

#### SEND Button

Scans items and attaches the scanned images to an e-mail or sends them to an application.

### Note

- You can specify how IJ Scan Utility/IJ Scan Utility Lite responds when a scanner button is pressed.
  - Scanner Button Settings via IJ Scan Utility
  - Scanner Button Settings via IJ Scan Utility Lite
- The default save folders are as follows.
  - **Windows:**
    - Windows 10/Windows 8.1: **Documents** folder
    - Windows 7: **My Documents** folder
  - **macOS:**
    - The default save folder is the **Pictures** folder.

## Scanning and Saving Items as PDF Files (PDF Buttons)

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You can save scanned images as PDF files.

### 1. Place the Item on the Platen

#### Windows:

- [Positioning Originals \(Scanning from Computer\)](#)

#### macOS:

- [Positioning Originals \(Scanning from Computer\)](#)

### 2. Press PDF button.

Scanning starts.

The scanned images are automatically saved as PDF files.



## Scanning Items and Saving the Scanned Images (AUTO SCAN Button)

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You can scan items by automatically detecting the item type and save them to a computer.

1. Place the Item on the Platen

**Windows:**

- [Positioning Originals \(Scanning from Computer\)](#)

**macOS:**

- [Positioning Originals \(Scanning from Computer\)](#)

2. Press the **AUTO SCAN** button.

Scanning starts.

**»» Note**

- Scanned images are saved in the folder set for **Save in** in the **Settings (AUTO SCAN)** dialog box displayed by clicking **Settings...** In the **Settings (AUTO SCAN)** dialog box, you can also make advanced scan settings.

# Troubleshooting

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- [Scanner Connection Problems](#)

Connection

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- Scanning Problems (Windows)
- [Scanning Problems \(macOS\)](#)

Scanning

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- Installation and Download Problems

Installation

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## Scanner Connection Problems

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- ▶ **Cannot Proceed beyond Scanner Connection Screen**
- ▶ **Cannot Communicate with Scanner via USB**
  - Scanner Connection Method



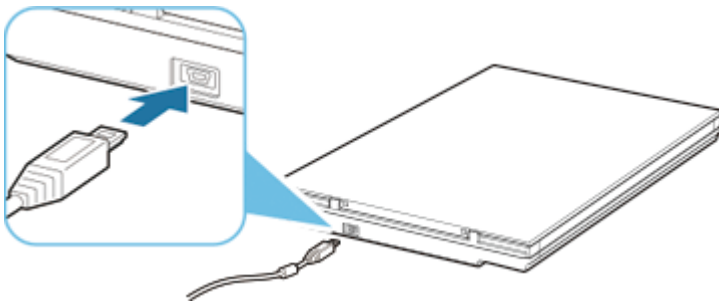
## Cannot Proceed beyond Scanner Connection Screen



If you cannot proceed beyond the **Scanner Connection** screen, check the following.

**Check 1** Check that the supplied USB cable is securely connected to the scanner and computer.

Connect the scanner and the computer with the USB cable as shown in the illustration below. The USB connector is on the rear side of the scanner.




### Important

- Use the supplied USB cable.
- Connect the Mini-B side to the scanner. For details, see Scanner Connection Method.

**Check 2** Disconnect the USB cable from the scanner and the computer, and then connect it again.

### Important

- In macOS, check that a lock icon is displayed at the bottom left of the **Printers & Scanners** screen.

If the lock icon is  (locked), click it to unlock. (The administrator name and password are required to unlock.)

**Check 3** If you cannot resolve the problem, follow the procedure below to start the installation over.

#### Windows:

1. Click **Cancel**.
2. In **Setup Canceled** screen, click **Back to Top** button.
3. In **Start Setup** screen, click **Exit** button to exit setup.
4. Disconnect USB cable.
5. Make sure that you have no application running.
6. Perform setup from this web page.

## »» Note

- You can also perform the setup using the Setup CD-ROM.

### macOS:

1. Click **Next**.

A screen informing that the setup is not complete appears.

2. Click **No**.

The **Creation of Shortcut to Online Manual** screen appears.

3. Select **Create shortcut** or **Do not create shortcut** checkbox, and then click **Next**.

The **Installation completed successfully** screen appears.

4. Click **Exit** to exit setup.
5. Disconnect USB cable.
6. Restart your computer.
7. Make sure that you have no application running.
8. Perform setup from this web page.

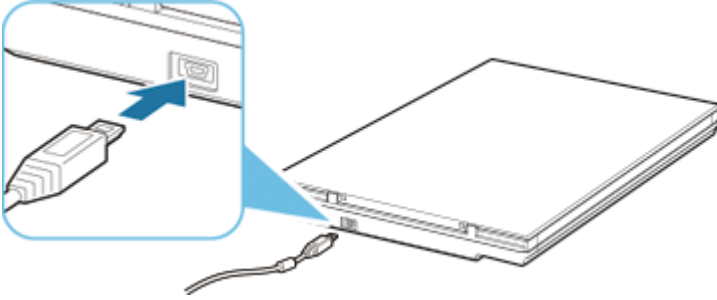


## Cannot Communicate with Scanner via USB



**Check 1** Connect the scanner and computer correctly with the supplied USB cable.


The USB connector is on the rear side of the scanner as shown in the illustration below.



### Important

- The scanner is designed to produce optimal results when connected to a USB 3.0 or higher port with the supplied USB cable. Connect the USB cable supplied with the scanner to a USB 3.0 or higher port.
- The supplied USB cable is for the scanner only. It cannot be used for other devices.
- Connect the Mini-B side to the scanner. For details, see Scanner Connection Method.

**Check 2** Your scanner may be locked.

If IJ Scan Utility Lite or the application is running, exit it. Slide the scanner lock switch to the release position (  ), then reconnect the USB cable.

For how to unlock the scanner, see Getting Started.

## Scanning Problems (macOS)

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- **Scanning Problems**

## **Scanning Problems**

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- ▶ **Error Message Is Displayed**
- ▶ **Scanning Does Not Start / Scanning Does Not Complete**
- ▶ **Items Cannot Be Scanned Correctly**
- ▶ **Scanner Does Not Work**






## Error Message Is Displayed

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**Check** Your scanner may be locked.

If IJ Scan Utility Lite or the application is running, exit it. Slide the scanner lock switch to the release position (  ), then reconnect the USB cable.

Refer to the printed manual: Getting Started for how to unlock the scanner.




## Scanning Does Not Start / Scanning Does Not Complete

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**Check** Your scanner may be locked.

If IJ Scan Utility Lite or the application is running, exit it. Slide the scanner lock switch to the release position (  ), then reconnect the USB cable.

Refer to the printed manual: Getting Started for how to unlock the scanner.




## Items Cannot Be Scanned Correctly

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**Check** Your scanner may be locked.

If IJ Scan Utility Lite or the application is running, exit it. Slide the scanner lock switch to the release position (  ), then reconnect the USB cable.

Refer to the printed manual: Getting Started for how to unlock the scanner.



## Scanner Does Not Work

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**Check 1** Connect the USB cable to a different USB port on the computer.

**Check 2** If the USB cable is connected to a USB hub, remove it from the USB hub and connect it to a USB port on the computer.

**Check 3** Restart the computer.

**Check 4** Your scanner may be locked.

If IJ Scan Utility Lite or the application is running, exit it. Slide the scanner lock switch to the release position (  ), then reconnect the USB cable.

Refer to the printed manual: Getting Started for how to unlock the scanner.

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