

ScanSnap

Color Image Scanner

S1500/S1500M



Getting Started

Thank you for purchasing ScanSnap S1500/S1500M (hereinafter referred to as "the ScanSnap").

This manual describes the preparation required for use of the ScanSnap. Follow the preparation procedures described in this manual.

Make sure to read the "Safety Precautions" document provided with the ScanSnap before use. For details about ScanSnap functions and features, basic operation, daily care, consumable replacement and troubleshooting, refer to the "Operator's Guide" (PDF). The "Operator's Guide" is available on the Setup DVD-ROM.

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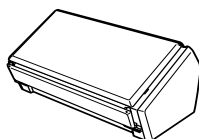
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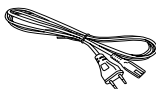
Checking the Components

Make sure that all items shown below are included in the package. If any other packaging is provided, make sure to store it as well. Make sure to handle the components with care.

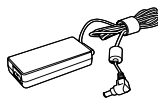
The box and packaging materials are required for storage and transportation of the ScanSnap. Do not throw them away. If anything is missing or damaged, contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.



ScanSnap (x1)



AC cable (x1) (*)



AC adapter (x1)



USB cable (x1)



Getting Started
(this manual) (x1)



Safety Precautions
(x1)



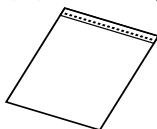
Setup DVD-ROM
(x1)



Adobe® Acrobat®
DVD-ROM (x1)
(for S1500)



Adobe® Acrobat®
DVD-ROM Set (x1)
(for S1500M)



Carrier Sheet (x1)



Rack2-Filer (x1)
(Exclusive to S1500 with Rack2-Filer)

(*) The contents may vary depending on the country and the ScanSnap model purchased.

Safety Precautions

The provided "Safety Precautions" document contains important information about the safe use of the ScanSnap. Before using the ScanSnap, make sure to read and understand the information provided in the "Safety Precautions" document.

Symbols Used in This Manual

The following symbols are used in this manual.

Symbol	Description
	This symbol alerts operators to an operation that, if not strictly observed, may result in safety hazards to personnel or damage to equipment.
	This symbol alerts particularly important information. Be sure to read this information.
	This symbol alerts operators to helpful advice regarding operation.
	This symbol indicates operations using Windows®.
	This symbol indicates operations using Mac OS.

Referring to the "Operator's Guide"

To refer to the "Operator's Guide", insert the Setup DVD-ROM in to the DVD-ROM drive, and follow the procedure below.



Click the [Documents] button in the [ScanSnap Setup] dialog box, and then the [ScanSnap Manager] button.

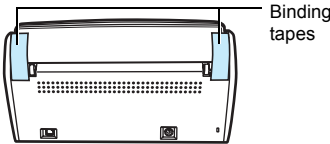


Double-click the [Operator's Guide] icon in the [ScanSnap] window.

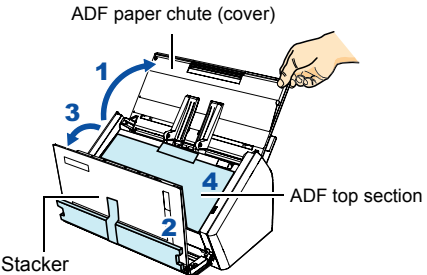
Removing the Protective Packaging

The ScanSnap comes with a variety of protective packaging attached. Follow the procedure described below to remove the packaging before using the ScanSnap.

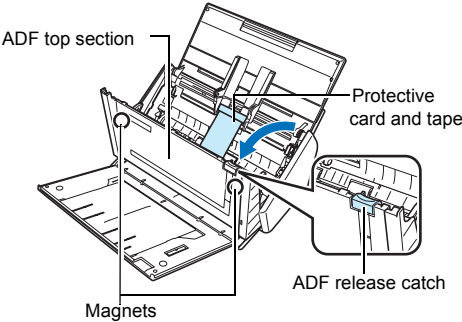
1. Remove the binding tapes from the back of the ScanSnap.



2. Open the ADF paper chute (cover) (1), and pull the tape to remove the protective foam sheet (2) from the stacker. Open the stacker (3) and pull the tape to remove the protective sheet from the ADF top section (4).



3. Pull the ADF release catch to open the ADF top section, and pull the tape to remove the protective card.



If a magnetic card or IC card comes into contact with the magnets on the ADF top section, the magnetic part of the card may be damaged.

Installing the Software

This explains the procedures for installing the software from the Setup DVD-ROM supplied with the ScanSnap. DVD-ROM drive is required for the installation.

For S1500 Windows Installation

This explains how to install S1500 software on a Windows® (Microsoft® Windows Vista®). For details on how to install S1500 using a Mac OS, or Adobe® Acrobat® on your computer, refer to "Installing the Software" in the Operator's Guide.

■ Software

You can install the following software. For details about each software, refer to "Installing the Software" in the Operator's Guide.

- ScanSnap Manager (Scanner driver)
- ScanSnap Organizer (File management software)
- CardMinder (Business card management software)
- ABBYY FineReader for ScanSnap (OCR software)
- Scan to Microsoft SharePoint (SharePoint Server associated software)


■ System Requirements

The system requirements for S1500 are as follows.

Operating system	<ul style="list-style-type: none">• Microsoft® Windows Vista® (32-bit/64-bit)• Microsoft® Windows® XP (32-bit) (*1)• Microsoft® Windows® 2000 Professional (*2)
CPU	Intel® Core™ 2 Duo 2.2 GHz or higher recommended (Minimum of Intel® Pentium® 4 1.8 GHz)
Memory	1 GB or more recommended (Minimum of 512 MB)
Hard disk space	2.86 GB or more of free hard disk space is required (3.17 GB or more of free hard disk space is required for S1500 with Rack2-Filter)

*1: Service Pack 2 or later is required


*2: Service Pack 4 or later is required



- If the CPU and the memory do not meet the recommended requirements, the scanning speed slows down.
- According to your Windows system disk management, the actual increase in used disk space after installation may differ from the required disk space.

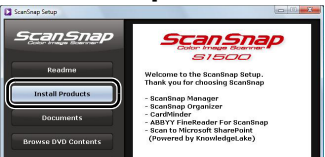
Prepare the Setup DVD-ROM.

1. Check that the computer is not connected to the ScanSnap.
2. Turn your computer on and log on as a user with "Administrator" privileges (Administrators).
3. Insert the Setup DVD-ROM into the DVD-ROM drive.
⇒ The [ScanSnap Setup] dialog box appears.



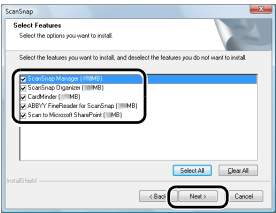
If the [ScanSnap Setup] dialog box does not appear, double-click "Setup.exe" on this DVD-ROM using "Explore" or "My Computer".


4. Click the [Install Products] button.



⇒ The [Welcome to the InstallShield Wizard for ScanSnap] dialog box appears.

5. Click the [Next] button.
⇒ The [Select Features] dialog box appears.
6. Confirm that all required software are selected, and click the [Next] button.






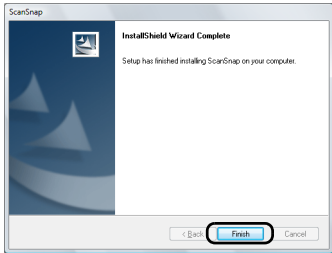
Installing ScanSnap Manager is necessary.

⇒ The [Choose Destination Location] dialog box appears.

7. Choose the destination folder and click the [Next] button.
⇒ The [ScanSnap License Agreement] dialog box appears.
8. Read the full text of the "ScanSnap License Agreement". If you agree to the terms of this license, select [I accept the terms of the license agreement] and click the [Next] button.

 This operation needs to be performed several times, according to the number of software applications to be installed.

- ⇒ The [Start Copying Files] dialog box appears.
9. Check the settings and click the [Next] button.
⇒ The installation is started. When the installation is complete, the [InstallShield Wizard Complete] dialog box appears.
10. Click the [Finish] button.



- ⇒ The [ScanSnap Setup] window appears.
11. Remove the Setup DVD-ROM from the DVD-ROM drive.

⇒ Software installation is complete. Proceed to "Connecting the ScanSnap" (page 5).

For S1500M Mac OS Installation

This explains how to install S1500M software on a Mac OS (Mac OS X v10.5).

For details on how to install S1500M using a Windows®, or install Adobe® Acrobat® on your computer, refer to "Installing the Software" in the Operator's Guide.

■ Software

You can install the following software. For details about each software, refer to the Operator's Guide.

- ScanSnap Manager (Scanner driver)
- ABBYY FineReader for ScanSnap (OCR software)
- Cardiris (Business card text-recognized software)

■ System Requirements

The system requirements for S1500M are as follows.

Operating system	• Mac OS X v10.5 • Mac OS X v10.4
CPU	Intel® Core™ 2 Duo 2.4 GHz or higher recommended (Minimum of Intel® Core™ Duo 1.83 GHz /PowerPC G5 1.6 GHz)
Memory	1 GB or more recommended (Minimum of 512 MB)
Hard disk space	2.39 GB or more of free hard disk space



If the CPU and the memory do not meet the recommended requirements, the scanning speed slows down.

Prepare the Setup DVD-ROM.

1. Check that the computer is not connected to the ScanSnap.
2. Turn your computer on and log in with an account that has admin rights.
3. Insert the Setup DVD-ROM into the DVD-ROM drive.
⇒ The [ScanSnap] window appears.
4. Double-click the [ScanSnap] icon.



⇒ A confirmation message window appears.

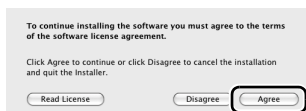
5. Click the [Continue] button.



⇒ The [Welcome to the ScanSnap Installer] window appears.

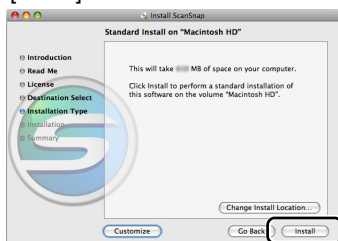
6. Click the [Continue] button.
⇒ The [Important Information] window appears.


7. Read the "Important Information", then click the [Continue] button.
⇒ The [Software License Agreement] window appears.
8. Read the "Software License Agreement", then click the [Continue] button.
⇒ A confirmation message window appears.
9. To accept the agreement, click the [Agree] button.



⇒ The [Standard Install on "(volume_name)"] window appears.

10. Click the [Install] button.

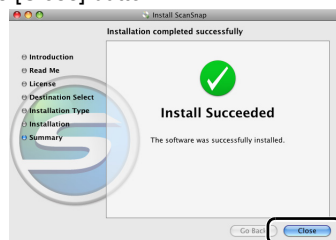


 To install only ScanSnap Manager, click the [Customize] button to show the [Custom install on "(volume_name)"] window, and clear the [ABBYY FineReader for ScanSnap] and [Cardiris] checkboxes. You cannot install "ABBYY FineReader for ScanSnap" or "Cardiris" only.

⇒ The installation is started.
⇒ The Cardiris installation window appears.

11. Scroll down and read the "License" to the end. Then, click the [Continue] button.
⇒ A confirmation message window appears.
12. Click the [Agree] button.
⇒ The [Select Destination] window appears.
⇒ By default, Cardiris is installed in the Applications Folder.
13. Click the [Continue] button.
⇒ The [Installation Type] window appears.
14. Confirm that [Easy Install] is specified in the [Installation Type] pop-up menu.


15. Click the [Install] button.
⇒ The installation is started.
⇒ The [Finish Up] window appears.
16. Click the [Quit] button.
⇒ The [Startup item registration] window appears.
17. Click the [OK] button.
⇒ When the installation is complete, the [Installation completed successfully] window appears.
18. Click the [Close] button.



19. Remove the Setup DVD-ROM from the DVD-ROM drive.
⇒ Software installation is complete. Proceed to "Connecting the ScanSnap".

Connecting the ScanSnap

Connect the ScanSnap after the desired software has been installed.

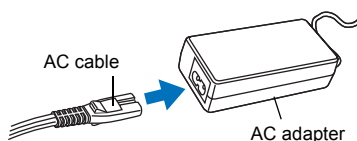
 Only one ScanSnap can be connected to a computer at a time.



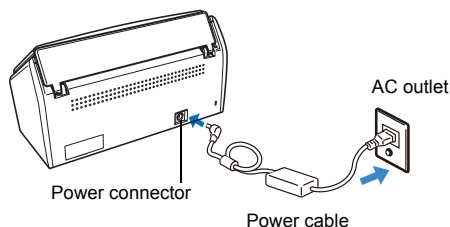
Do not use AC adapters other than the one supplied with this ScanSnap. Doing so may cause damage to the ScanSnap.

Manufacturer: SANKEN ELECTRIC Co.,LTD
Model number: SED80N2-24.0

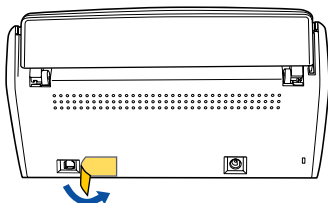
1. Connect the AC cable to the AC adapter (collectively called the "power cable").



- 2.** Plug the power cable into the power connector at the back of the ScanSnap, and the other end to an AC outlet.



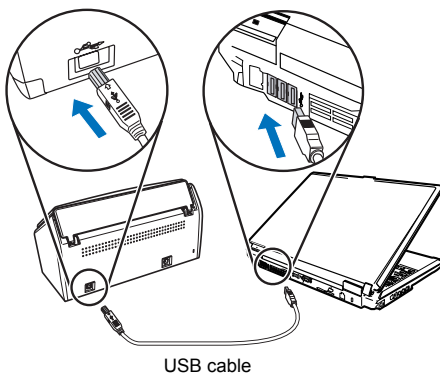
- 3.** Remove the tape seal on the USB connector of the ScanSnap.



- 4.** Connect the USB cable to the ScanSnap and your computer.

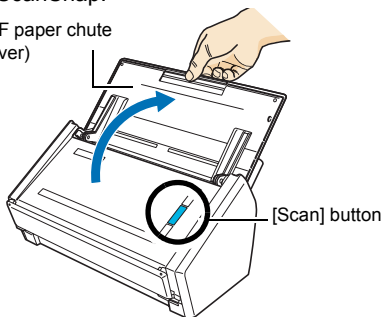


- Use only the USB cable supplied with this ScanSnap. The operation using a commercial USB cable is not guaranteed.
- When connecting to a USB hub, be sure to connect the ScanSnap to the hub nearest to your computer (first stage). If the ScanSnap is connected to a USB hub from the second stage onwards, it may not operate correctly.
- If connecting the ScanSnap with USB 2.0, make sure that the USB port and the USB hub are compliant with USB 2.0. The scanning speed slows down if the ScanSnap is connected with USB 1.1. If your computer has the USB 2.0 compatible port, use it.



- 5.** Open the ADF paper chute (cover) of the ScanSnap.

ADF paper chute
(cover)



- ⇒ The ScanSnap turns on, and the [Scan] button lights up blue.
- ⇒ The ScanSnap should be automatically detected by your computer.




Although the bottom of the ScanSnap may become hot when it is used, it does not affect ScanSnap operation, or cause any bodily harm. Be careful not to hit it to the ground when you move the ScanSnap.

6. Check the [ScanSnap Manager] icon.

Windows

⇒ The [ScanSnap Manager] icon should be displayed in the taskbar.




It will take a few moments until the ScanSnap is ready to be used, and the [ScanSnap Manager] icon changes to .

Mac OS

⇒ The [ScanSnap Manager] icon should be displayed in the Dock.



It will take a few moments until the ScanSnap is ready to be used, and the [ScanSnap Manager] icon changes to .

⇒ Connecting the ScanSnap to your computer is complete. Proceed to "Document Scan Test".

Document Scan Test

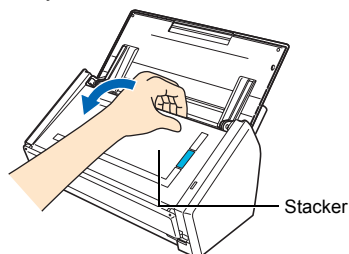
After installing the software and connecting the ScanSnap and computer, use ScanSnap Manager and check that documents can be scanned. The following describes the document scan test procedure.



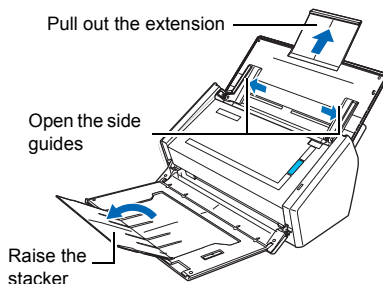
This describes the Quick Menu scanning method. For other scanning methods, refer to the Operator's Guide.

1. Load the test documents into the ScanSnap.

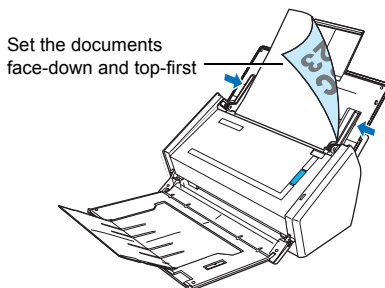
1. Pull the stacker on the ADF top section towards you.



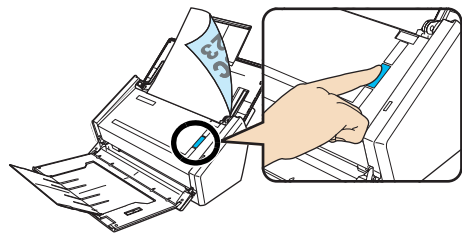
2. Prepare to load the document as follows.




3. Load the test documents on the ADF paper chute (cover), and adjust the side guides to the size of the documents.



2. Press the [Scan] button on the ScanSnap.

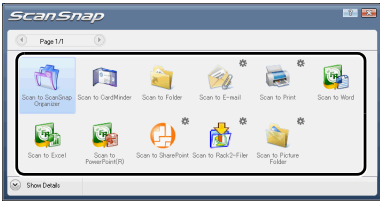


- ⇒ Scanning starts.
- ⇒ The Quick Menu appears when scanning is completed.

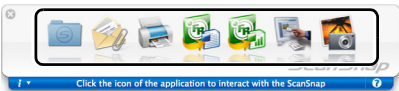
 If scanning does not start, refer to "Troubleshooting" in the Operator's Guide.

3. Click an icon of the function you want perform from the Quick Menu.

Windows



Mac OS



- ⇒ The selected function starts. When using an application, the application window appears.
- ⇒ Document scan test is complete.

ScanSnap preparations are complete.
For details about how to operate or use the ScanSnap, refer to the Operator's Guide.

Contact for Inquires

Refer to the contact list on the last page of the "Safety Precautions" document.