



# Getting Started

Thank you for purchasing ScanSnap S1300i (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. For details about ScanSnap functions and features, basic operation, daily care, and consumable replacement, refer to the Operator's Guide (PDF) which is available on the Setup DVD-ROM. Keep this manual in a safe place so that you can refer to it at any time when using the ScanSnap.

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March 2012  
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## Checking the Components

Make sure that all items shown below are included in the package.

ScanSnap (× 1)

Getting Started (× 1)  
(This manual)

Safety Precautions (× 1)

AC cable (× 1) (\*)

AC adapter (× 1)

USB bus power cable (× 1)

USB cable (USB 2.0 supported) (× 1)

Power cable

Setup DVD-ROM (× 1)

Rack2-File (× 1)  
(Exclusive to S1300i with Rack2-File)

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

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.

## Read the Safety Precautions

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

### Windows

Click the [Manuals] button in the [ScanSnap Setup] dialog box, and then the [Operator's Guide] button.

### Mac OS

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

## Installing the Software

Windows® Installation (→ page 2)

Mac OS Installation (→ page 4)

### ATTENTION

Do not connect the ScanSnap to your computer before installing the software.

### HINT

When you export the data scanned by ScanSnap to your mobile device, download ScanSnap Connect Application for mobile from an application store (such as the App Store).

## Windows® Installation

### ■ Software

You can install the following software.

- ScanSnap Manager (Scanner driver)
- ScanSnap Organizer (File management application)
- CardMinder (Business card management application)
- ABBYY FineReader for ScanSnap™ (OCR application)

To use Evernote for Windows, SugarSync Manager for Windows, Dropbox for Windows, or Scan to Microsoft SharePoint, the required software should also be installed.

For details about each software and its installation procedures, refer to "Installing the Software" in the Operator's Guide.

## ■ System Requirements

Operating system	<ul style="list-style-type: none"> <li>● Windows® 7 (32-bit/64-bit)</li> <li>● Windows Vista® (32-bit/64-bit) (*1)</li> <li>● Windows® XP (32-bit) (*2)</li> </ul>
CPU	Intel® Pentium® 4 1.8 GHz or higher (Recommended: Intel® Core™2 Duo 2.2 GHz or higher)
Memory	Windows® 7 (32-bit/64-bit) 32-bit: 1 GB or more 64-bit: 2 GB or more  Windows Vista® (32-bit/64-bit) Windows® XP (32-bit) 512 MB or more (Recommended: 1 GB or more)
Display resolution	800 × 600 pixels or higher (*3)
Hard disk space (*4)	2290 MB or more of free hard disk space is required (2740 MB or more of free hard disk space is required for using with Rack2-File)
USB port (*5)	USB2.0/USB1.1

\*1: Service Pack 1 or later is required

\*2: Service Pack 3 or later is required

\*3: When the font size is large, some screens may not be displayed properly.

In that case, use a smaller font size.

\*4: For Windows Vista® and Windows® XP, if Microsoft® .NET Framework 3.5 SP1 is not installed, a maximum of 500 MB of additional free hard disk space is required for it.

\*5: When using USB 3.0 port, it works as USB 2.0.

### ATTENTION

- If the system requirements above are not satisfied, the ScanSnap may not operate.
- Scanning speed will slow down in the following cases:
  - The CPU or the memory does not meet the required specifications
  - The version of the USB port or the USB hub is USB 1.1
- The actual increase in used disk space after installation and the required disk space for installation may differ from each other depending on your Windows® system disk management.

## ■ Installation

1. Turn on the computer and log on as a user with Administrator privileges.
2. Insert the Setup DVD-ROM into the DVD-ROM drive.  
⇒ The [ScanSnap Setup] dialog box appears.

### HINT

If the [ScanSnap Setup] dialog box does not appear, double-click "ScanSnap.exe" in the DVD-ROM via Windows Explorer.

3. Click the [Install Products] button.



⇒ The [Install Products] dialog box appears.

4. Click the [ScanSnap] button.

Follow the instructions on the screen to continue with the installation.



If installation is not completed successfully, click the [Manuals] button in the [ScanSnap Setup] dialog box, and then the [Troubleshooting (installation)] button, and refer to Troubleshooting (installation).

## Mac OS Installation

### ■ Software

You can install the following software.

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

To use Evernote for Mac, SugarSync Manager for Mac, or Dropbox for Mac, the required software should also be installed.

For details about each software and its installation procedures, refer to "Installing the Software" in the Operator's Guide.

### ■ System Requirements

Operating system (*1)	<ul style="list-style-type: none"><li>● Mac OS X v10.7</li><li>● Mac OS X v10.6</li><li>● Mac OS X v10.5</li></ul>
CPU	Intel® Core™ Duo 1.83 GHz or higher (Recommended: Intel® Core™2 Duo 2.4 GHz or higher)
Memory	Mac OS X v10.7 2 GB or more Mac OS X v10.6 1 GB or more Mac OS X v10.5 512 MB or more (Recommended: 1 GB or more)
Display resolution	1024 × 768 pixels or higher
Hard disk space	1555 MB or more of free hard disk space
USB port (*2)	USB 2.0/USB 1.1

\*1: It is recommended to apply the latest updates to Mac OS.

\*2: When using USB 3.0 port, it works as USB 2.0.

### ATTENTION

- If the system requirements above are not satisfied, the ScanSnap may not operate.
- Scanning speed will slow down in the following cases:
  - The CPU or the memory does not meet the required specifications
  - The version of the USB port or the USB hub is USB 1.1

### ■ Installation

1. Turn your computer on and log on as a user with Administrator privileges.
2. Insert the Setup DVD-ROM into the DVD-ROM drive.  
⇒ The [ScanSnap] window appears.
3. Double-click the [ScanSnap] icon.  
Follow the instructions on the screen to continue with the installation.



# Connecting the ScanSnap

## ATTENTION

- Only one ScanSnap can be used by a computer at a time.
- Use only the cable supplied with the ScanSnap.



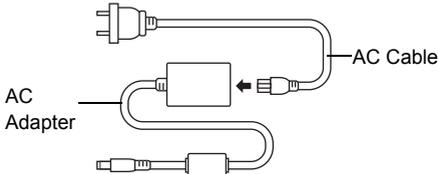
Do not use AC adapters other than the one supplied with this ScanSnap. Doing so may cause damage to the ScanSnap.

Manufacturer: LEI

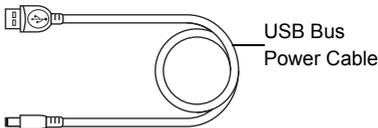
Model No.: NU13-1072166-I3

## 1. Select the power cable type according to power source for the ScanSnap.

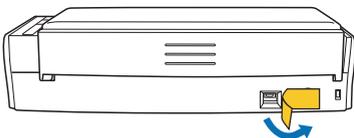
- To use the ScanSnap at a fixed location  
Use the power cable to connect to an AC outlet.  
For details about the connection, refer to "Using the Power Cable" (page 5) in Step 3.



- To use the ScanSnap in a remote location with your laptop computer or a place without AC outlets available nearby  
Use the USB bus power cable for power supply from your computer.  
For details about the connection, refer to "Using the USB Bus Power Cable" (page 5) in Step 3.



## 2. Remove the tape seal covering the USB connector and power connector of the ScanSnap.



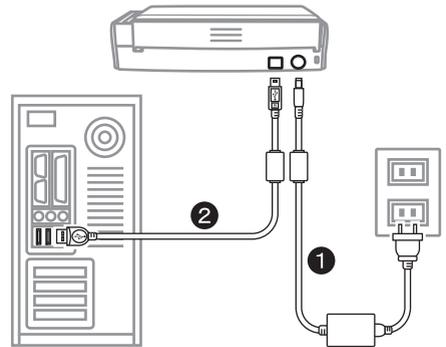
## 3. Connect cables to the ScanSnap.

### ATTENTION

- To power on the ScanSnap, the USB cable and either of the power cables (power cable or USB bus power cable) need to be connected.
- When connecting to USB hub, make sure to connect the ScanSnap to the USB hub which is connected to a USB port of your computer. Use a powered USB hub (with AC adapter).
- If USB port or USB hub is USB 1.1, scanning speed will slow down.
- Connect the USB cable with the USB mark facing up.

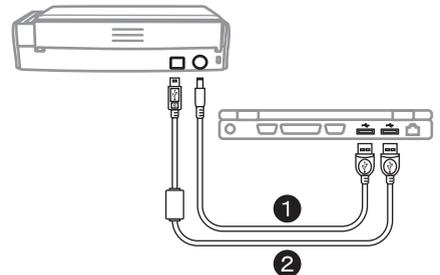
### ● Using the Power Cable

1. Connect the power cable **1** to the power connector of the ScanSnap and plug in the AC outlet.
2. Connect the USB cable **2** to the USB connector on the ScanSnap and the USB port on your computer.

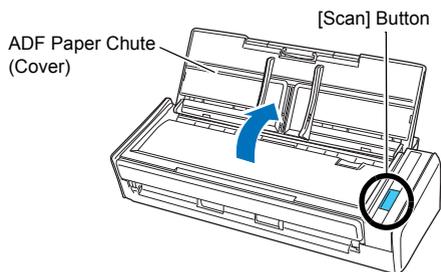


### ● Using the USB Bus Power Cable

1. Connect the USB bus power cable **1** to the power connector on the ScanSnap and the USB port on your computer.
2. Connect the USB cable **2** to the USB connector on the ScanSnap and the USB port on your computer.



4. Open the ADF paper chute (cover) of the ScanSnap.



⇒ The ScanSnap is powered on and the [Scan] button lights in blue.

#### ATTENTION

- The bottom of the ScanSnap may become hot when the ScanSnap is used, but this heat does not affect operation or cause any physical harm. However, be careful not to drop the ScanSnap when carrying it.
- When the ScanSnap is turned on and left unused for 4 hours, it will turn itself off automatically. To turn the ScanSnap back on, perform one of the following operations:
  - Press the [Scan] button
  - Close the ADF paper chute (cover) and open it again

The time until power-off can be changed. For details, refer to the Operator's Guide.

5. Check the ScanSnap Manager icon.

#### Windows

⇒ The ScanSnap Manager icon (S) (S for USB bus powered connection) is displayed in the menu that appears when you click  on the taskbar.

To have the ScanSnap Manager icon (S) (S for USB bus powered connection) always displayed on the taskbar, drag the icon and drop it onto the taskbar.



#### ATTENTION

If the ScanSnap Manager icon is , right-click on  and select [To establish connection] from the menu. You can reference the appropriate actions for connecting the scanner.

#### Mac OS

⇒ The ScanSnap Manager icon (S) (S for USB bus powered connection) appears in the Dock.



#### ATTENTION

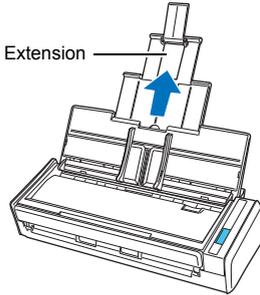
If the ScanSnap Manager icon is , while holding down the [control] key, click  and then select [To establish connection] from the menu. You can reference the appropriate actions for connecting the scanner.

# Scan Test

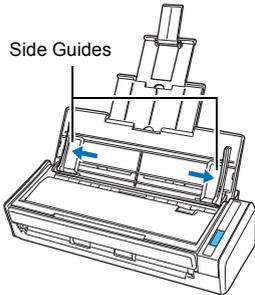
For details on documents that can be scanned with the ScanSnap and how to load documents, refer to "ScanSnap Overview" in the Operator's Guide.

## 1. Load a document in the ScanSnap.

1. Pull up the extension.

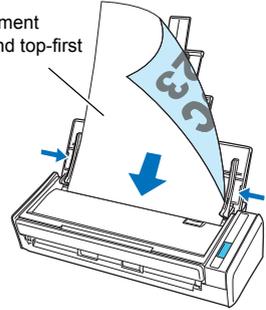


2. Slide open the side guides of the right and left.

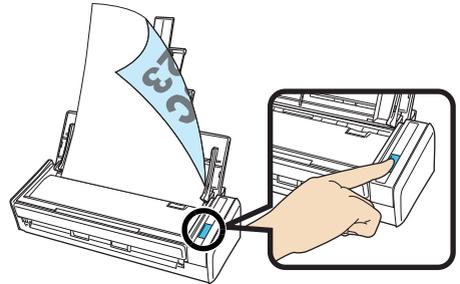


3. Load the document on the ADF paper chute (cover), and adjust the side guides to the size of the document.

Set the document face-down and top-first



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



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

### ATTENTION

If scanning does not start, refer to "Troubleshooting" in the ScanSnap Manager Help.

3. In the Quick Menu, click the icon of the application to link with ScanSnap Manager.

## Windows



## Mac OS



⇒ The selected application is started.

Confirm that ScanSnap Manager is linked with the application that was selected from the Quick Menu.

## Contact for Inquiries

### ● ABBYY FineReader for ScanSnap™

For inquiries regarding ABBYY FineReader for ScanSnap™, refer to the contact list by proceeding to the following.

## Windows

From the [Start] menu, select the [All Programs] → [ABBYY FineReader for ScanSnap (TM) 4.1] → [User's Guide] → [Technical Support] → [ABBYY Offices].

## Mac OS

From the Finder window, select the [Applications] → [ABBYY FineReader for ScanSnap Preferences] → [Help] → [FineReader for ScanSnap Help] → [ABBYY Offices].

### ● Cardiris™ for ScanSnap

For inquiries regarding Cardiris™ for ScanSnap, refer to the following Web page:  
<http://www.irislink.com/support>

### ● Evernote

For inquiries regarding Evernote, refer to the following Web page:  
<http://www.evernote.com/about/contact/support/>

### ● Google Docs™

For inquiries regarding Google Docs™, refer to the Docs Help or the Help forum by clicking on the Help link in Google Docs™.

### ● Salesforce

Contact your Salesforce system administrator.

### ● SugarSync

For inquiries regarding SugarSync, refer to the following Web page:  
<https://sugarsync.custhelp.com/>

### ● Dropbox

For inquiries regarding Dropbox, refer to the following Web page:  
<http://www.dropbox.com/contact>

For other inquiries, refer to the FUJITSU Office contact list on the last page of the Safety Precautions manual.