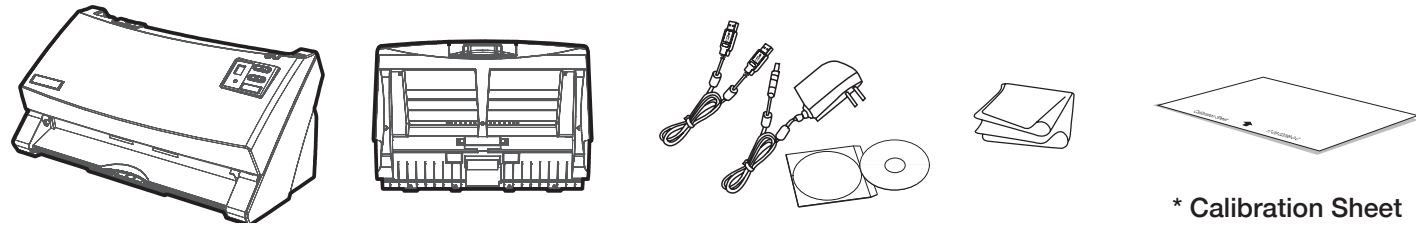


# SmartOffice PS3140U Quick Start Guide



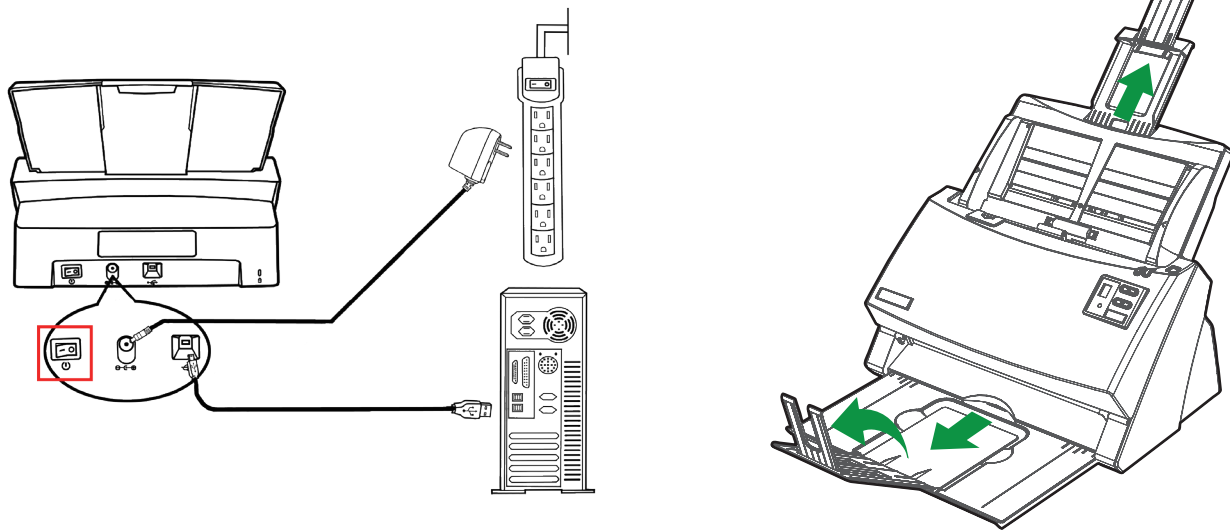
17-07-2FQ5040-C

## Check the included items



\* Calibration Sheet

## Connect and Install

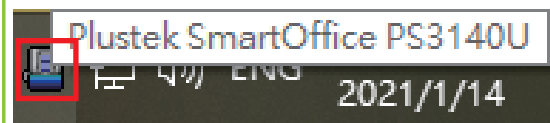


Insert the product CD/DVD or download and run your product's software package:

[plustek.com/a/highspeed/](http://plustek.com/a/highspeed/)

Check icon to see if the installation is successful.

For Windows OS



For Mac OS



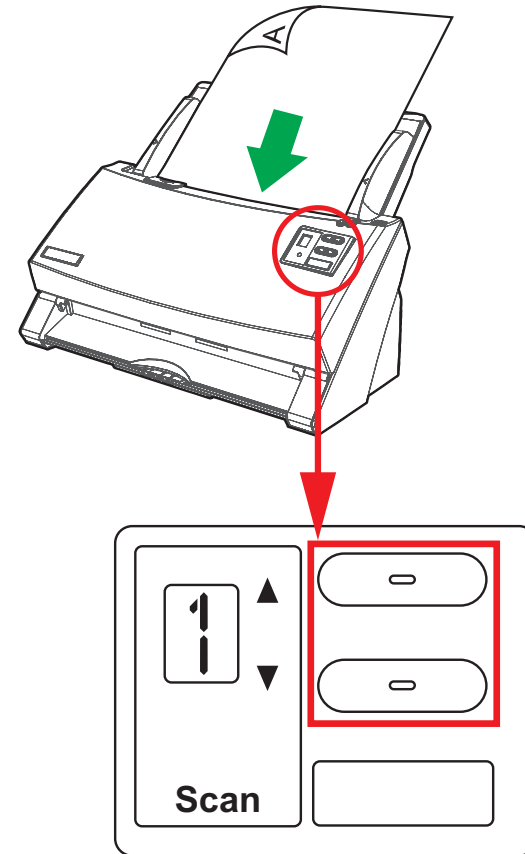
For more information, please visit [plustek.com/v/highspeed/](http://plustek.com/v/highspeed/)

For installation tutorial video, please visit [plustek.com/v/highspeed/](http://plustek.com/v/highspeed/)

You may directly chat with our online support by zendesk on our official website.

## Scanning Document

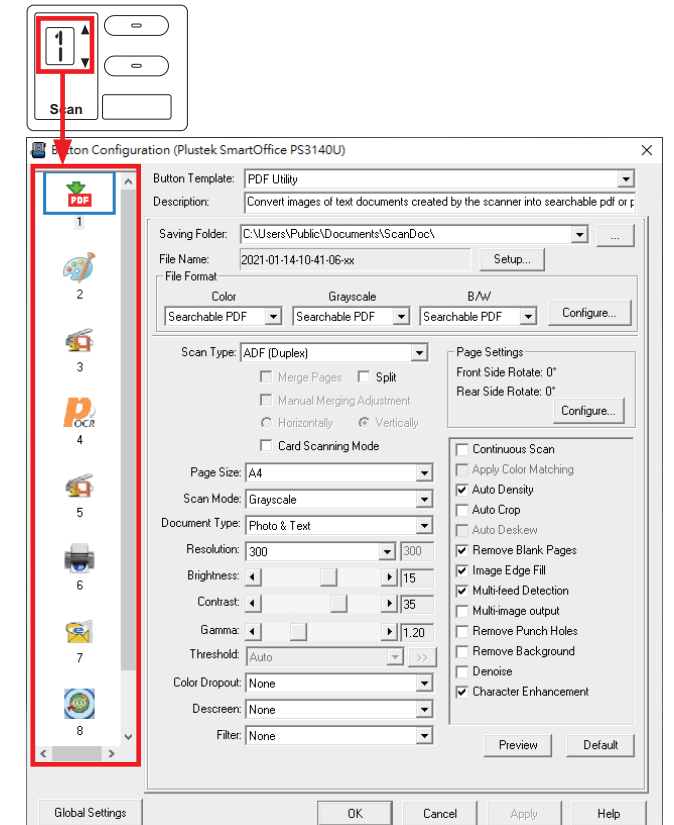
From scanner buttons



Select the desired task. Press the Scan button.

From DocAction icons

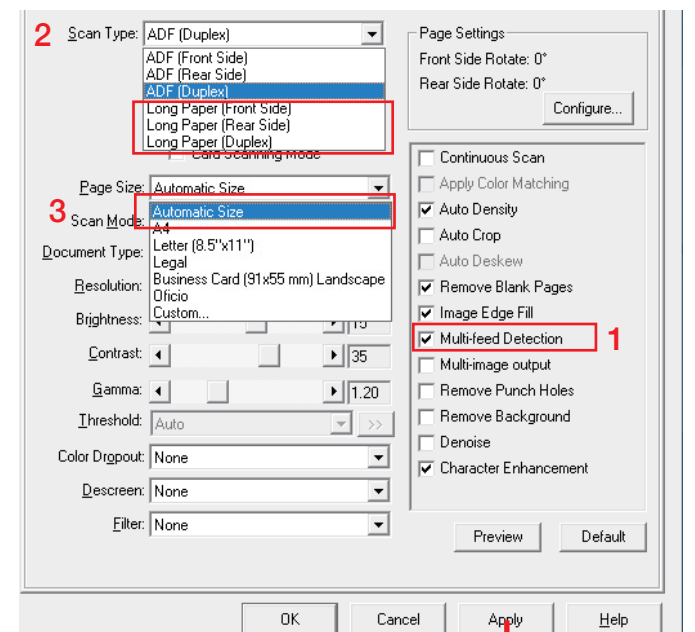
Double-clicking the desired icon to scan.



For more information, please refer to the rear side.

## FAQ

1. How to activate/disable the detecting for overlapping of documents?  
Tick/untick the checkbox of **Multi-feed Detection**.
2. How to scan extra-long document?  
Select **Long Paper** from **Scan Type** dropdown list.
3. What to do if paper jam occurred?  
Except remove the paper from scanner, you may select **Automatic Size** from **Page Size** dropdown list.



Click "Apply" button to save settings.

## PDF Button

Click "Apply" button to save settings.



### Tips:

If you want to adjust PDF page settings, click **Configure** button in the **File Format**:

**P.S Please click "Apply" button to save settings EVERYTIME.**

For more settings, please visit [plustek.com/v/highspeed/](https://plustek.com/v/highspeed/)

Or you may chat with our online technical support by zendesk on our official website.

## OCR Button

1. Click **Configure** button behind the OCR Application.

2. Select desired file format and OCR language.

Note: You may select multi-languages to recognize your document. Selecting multiple languages will result in longer recognition time.



## FTP Button

Click **Add** button to add FTP server.

Note: This feature requires network connection.



## File Button

Scans documents or images and saves them to specific folder.

Click **Setup** button to modify file name settings.

## Technical Support

### USA/CA

Service Hours (Except National Holiday):

Monday to Friday, 9AM to 5:30PM Pacific Time

Tel.: 714-670-7713

Web: <https://plustek.com/us/support/technical-support-form.php>

### United Kingdom

Service Hours (Except National Holiday):

Monday to Friday, 9AM to 4PM

Tel.: 0125-674-1513

Web: <https://plustek.com/gbr/support/technical-support-form.php>