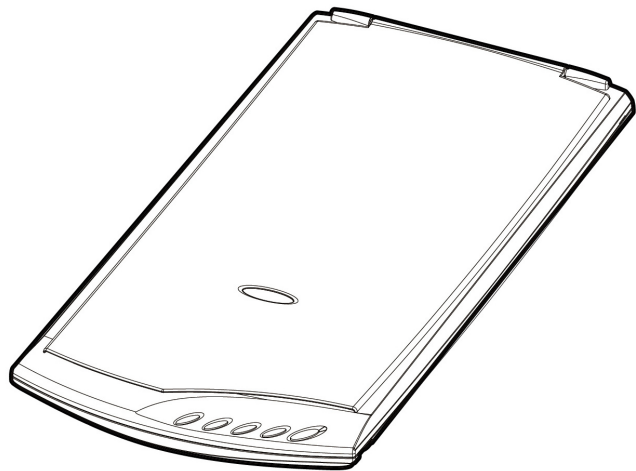




Scanner User's Guide

OpticSlim



Trademarks

© 2022 Plustek Inc. All rights are reserved. No portion of this document may be reproduced without permission. All trademarks and brand names mentioned in this publication are property of their respective owners.

Liability

While all efforts have been made to ensure the accuracy of all contents in this manual, we assume no liability for errors or omissions or by statements of any kind in this manual, whether such errors are omissions or statements resulting from negligence, accidents, or any other cause. The contents of this manual are subject to change without notice. We will not shoulder any legal liability, if users failed to follow the operation instructions in this manual.

Copyright

The scanning of certain documents, for example checks, bank notes, I.D. cards, government bonds, or public documents, may be prohibited by law and/or subject to criminal prosecution. We recommend you to be responsible and respectful of the copyrights laws when you are scanning books, magazines, journals and other materials.

Environmental Information

Recycle or disposal at end-of-life information, please ask local distributors or suppliers for recycle and disposal information. The product is designed and produced to achieve sustainable environmental improvement. We strive to produce products in compliance with global environmental standards. Please consult your local authorities for proper disposal.

The product packaging is recyclable.

Attention for recycling (For EU country only)

Protect your environment! This product should not be thrown into the household waste container. Please give it to the free collecting center in your community.

Table of Contents

INTRODUCTION	1
How to Use This Guide	1
Conventions of This Guide	1
<i>A Note about Icons</i>	2
Safety Precautions.....	2
Minimum System Requirements	3
Box Contents	3
Scanner Overview	4
CHAPTER I. INSTALLING THE SCANNER	5
Software Installation Requirements	5
Hardware Requirements.....	5
Installing and Setting up the Scanner	6
<i>Step 1. Connecting the scanner to Your Computer</i>	6
<i>Step 2. Installing the software</i>	6
<i>Step 3. Testing the Scanner</i>	7
Software Setup Troubleshooting	8
CHAPTER II. USAGE AND MAINTENANCE	9
Operating the Scanner.....	9
Preparation	9
Scan the Image(s)	10
<i>Scanning from the Scanner's Panel or On-screen MacAction's Execute Menu</i>	10
<i>Scanning from the Icon in the Left Side of the MacAction Window</i>	12
Scanner Connection	12
Calibrating the Scanner	13
Usage & Maintenance Tips.....	13
APPENDIX A: SPECIFICATIONS	14
APPENDIX B: CUSTOMER SERVICE AND WARRANTY	15
Service & Support Information (For EU country only).....	15
Statement of Limited Warranty	16
FCC Radio Frequency Statement.....	17

Introduction

Welcome to the world of Plustek scanners – the ultimate in computer imaging. Your new scanner will improve the professionalism of your day-to-day computing tasks by allowing you to input images and electronic text into your computer system.

Like all of our products, your new scanner is thoroughly tested and backed by our reputation for unsurpassed dependability and customer satisfaction.

Thank you for choosing us as your scanner supplier. We hope you will continue to turn to us for additional quality products as your computing needs and interests grow.

How to Use This Guide

This User's Guide provides instructions and illustrations on how to install and operate your scanner. This guide assumes the user is familiar with Apple macOS. If this is not the case, we suggest you learn more about Apple macOS by referring to your Apple macOS manual before using your scanner.

The Introduction section of this manual describes the box contents and minimum computer requirements to use this scanner. Before you start installing your scanner, check the box contents to make sure all parts are included. If any items are damaged or missing, please contact the vendor where you purchased your scanner or our customer service directly.

Chapter I describes how to install scanner's software and connect the scanner to your computer. Note: The scanner connects to your computer through the Universal Serial Bus (USB). If your computer does not support USB technology, you will need to purchase a USB interface card to add USB capabilities to your computer, or buy and install USB connectors if your motherboard has USB capabilities. This guide assumes that your computer is USB-ready and has a free USB port.

Chapter II describes how to use, maintain and clean your scanner.

Appendix A contains the Specifications of the scanner you purchased.

Appendix B contains our limited warranty agreement and FCC statement concerning the product.

Conventions of This Guide

[XXX] — Represents commands or contents on your computer screen.

Italic — First use of an important term in a chapter.

Bold — Represents buttons on your scanner OR important notes.

A Note about Icons

This guide uses the following icons to point out information that deserves special attention.



Warning: A procedure that must be followed carefully to prevent injury, or accidents.



Attention: Instructions that are important to remember and may prevent mistakes.



Information: Optional tips for your reference.

Safety Precautions

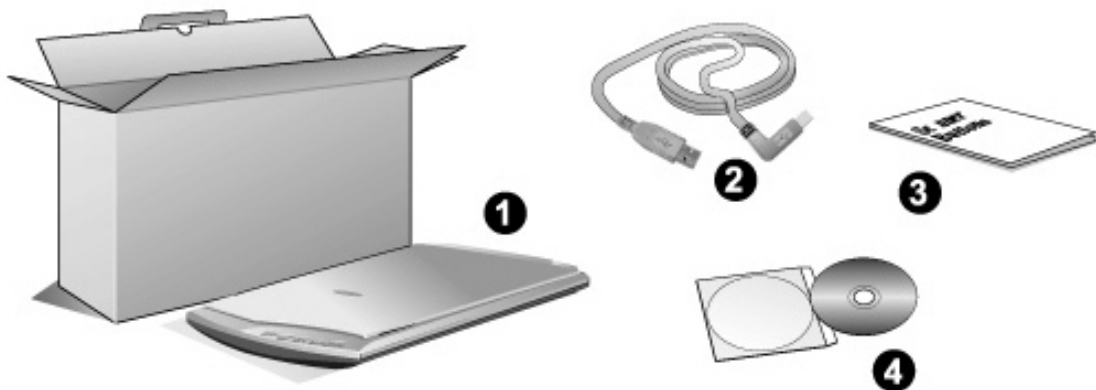
Before using this device, please read the following important information to eliminate or reduce any possibility of causing damage and personal injury.

1. Usage, the product is for indoor use in dry locations. Moisture condensation may occur inside this device and cause malfunction at these conditions:
 - when this device is moved directly from a cold to a warm location;
 - after a cold room is heated;
 - when this device is placed in a damp room.To avoid the moisture condensation, you are recommended to follow the procedure:
 - i. Seal this device in a plastic bag for it to adapt to room conditions.
 - ii. Wait for 1-2 hours before removing this device from the bag.
2. Do use the USB cable provided with the scanner.
3. Damaged wire could cause fire or electrical shock. Keep the power cord straight and without being twisted, bended, or scraped.
4. Unplug this device if you don't need to use for a certain period of time, such as, during night or long weekend, to avoid any risks of causing fire.
5. Do not attempt to disassemble the scanner. There is danger of an electrical shock and opening your scanner will void your warranty.
6. Be sure not to bump or knock the scanner glass as it is fragile and could break.

Minimum System Requirements¹

- 2.4 GHz CPU processor or higher[1][2][3]
 - [1]Windows Recommended: 2.8 GHz Intel® Core™ i5 Processor with 4 CPU Cores or higher
 - [2]Support Mac INTEL and M1 based processor
 - [3]Compatibility is not available with PowerPC
- 4 GB RAM minimum (Recommended: 8 GB or more)
- 6 GB of hard-disk space for program installation
- Display dimensions of 1024x768 or greater
- Operating System: Apple macOS 10.12 / 10.13 / 10.14 / 10.15 / 11.x / 12.x

Box Contents²

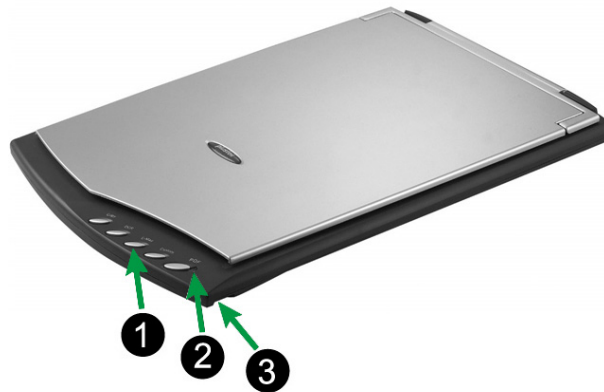


1. Scanner
2. USB Cable
3. Quick Guide
4. Mac Set up/Application DVD-ROM

¹ Higher requirements might be needed when scanning or editing a large quantity of image data. The system requirements here are only a guideline, as in general the better the computer (motherboard, processor, hard disk, RAM, video graphic card), the better the results.

² Save the box and packing materials in case you need to transport this scanner in the future. The product packaging can be recycled.

Scanner Overview



1. **Scanner Buttons:** You may press the button to perform a predefined scanning task.
2. **Power LED:** It indicates the scanner status.

Light	Status
On	The scanner is turned on, ready to scan images.
Off	The scanner is off.

3. **USB Port:** It connects the scanner to a USB port on your computer by the included USB cable.

Chapter I. Installing the Scanner

Before installing your scanner, please verify that you have all of the proper components. A list of the package contents is provided in the *Box Contents* section of this guide.

Software Installation Requirements

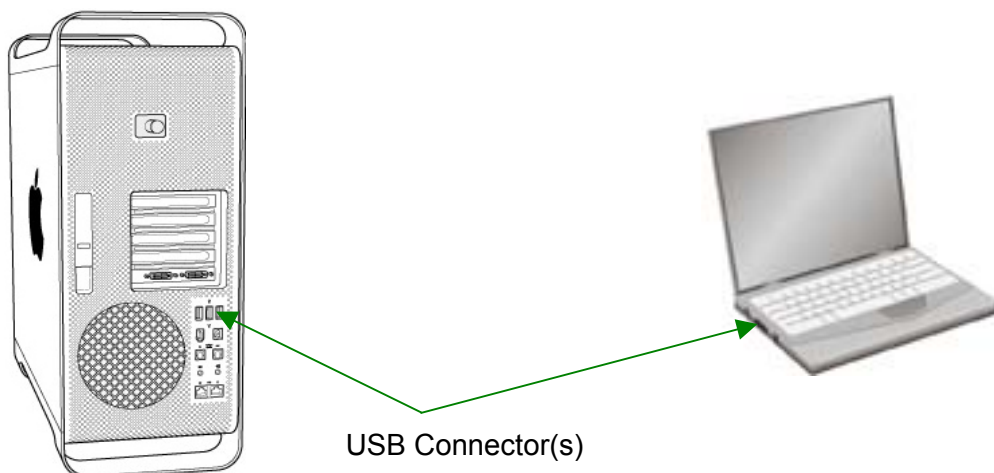
Your scanner comes with the scanner's driver and the MacAction software. All of these software applications use approximately 6 GB of hard disk space after they are installed into your computer. To ensure ample room for the installation, as well as for scanning and saving images, a minimum of 6 GB of hard disk space is recommended.

The USB scanner can only operate under the Apple macOS 10.12 / 10.13 / 10.14 / 10.15 / 11.x / 12.x operating system.

Hardware Requirements

This scanner connects to your computer through the Universal Serial Bus (USB), which supports hot Plug and Play. To determine whether your computer is USB-capable, you must check the rear of your PC to locate a USB jack that looks the same as the one pictured below. Note that on some computers, the USB port at the rear of the computer may be occupied and additional ports may be found on the monitor or keyboard. If you are having trouble in locating the USB port on your computer, please refer to the hardware manual that came with your computer.

Upon examination, you should find one or two rectangular USB ports, which usually appear as shown below.

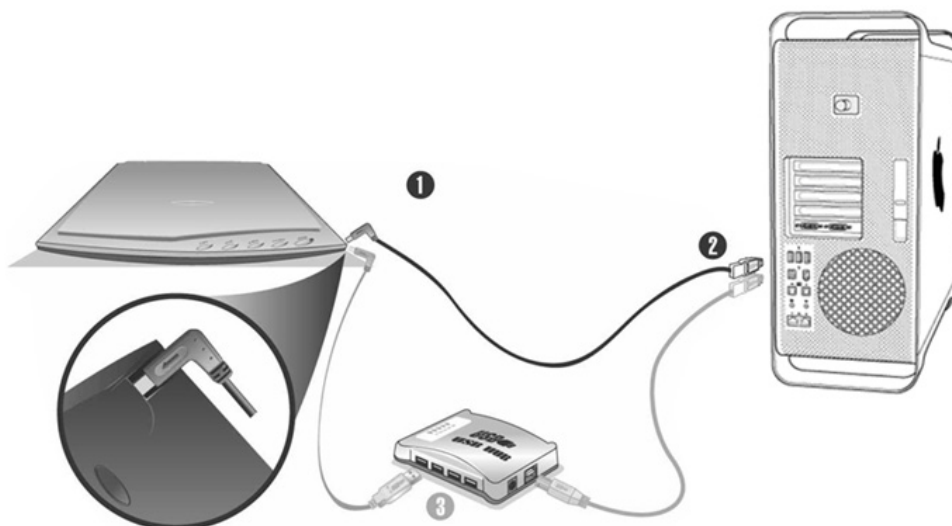


If you don't find such USB ports on your computer, then you need to purchase a certified USB interface card to add USB capabilities to your computer.

Installing and Setting up the Scanner


Please follow the step-by-step procedures described below to install the Plustek scanner.

Step 1. Connecting the scanner to Your Computer



1. Plug the square end of the included USB cable to the USB port of the scanner.
2. Plug the rectangular end of the USB cable to an available USB port on the back of your computer.
3. If you plan to connect your scanner to a USB hub³, make sure that the hub is connected to the USB port in your computer. Next, connect the scanner to the USB hub.

Step 2. Installing the software

1. Insert the Mac Setup/Application DVD-ROM, included with your scanner, into your DVD-ROM drive and a [Plustek Scanner] DVD icon  will show on the desktop of your macOS.
2. Double-click on the DVD icon, and a window will pop up displaying the file folder.
3. Double-click on the setup file [Setup], and the Scanner Installer will start to guide you through the installation. Follow the on-screen guide in the installer window.
4. You will be prompted to enter your Mac administrator password. Enter the password to continue the installation. **Note: Only the Mac administrator can perform the installation. Please make sure that you log in the macOS as an**

³ The USB hub is not included with the scanner. If using a hub, you are recommended to use a hub with its own external power adapter.

administrator.

5. When the installation finishes, click the [Close] button to exit the installer.



Attention

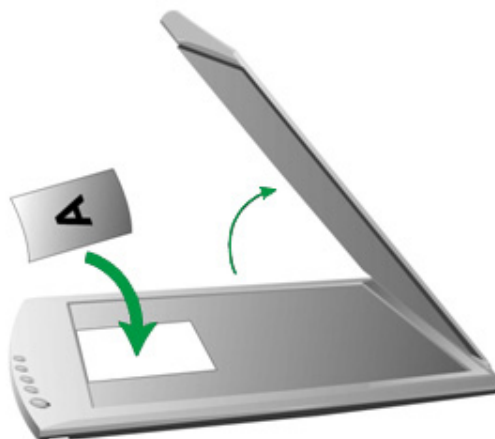
Save the Setup/Application DVD in case you need to reinstall the driver and software in the future.




Step 3. Testing the Scanner

The following describes how you can check if the scanner is properly functioning with your computer and the scanning software. Before testing your scanner, double check to make sure that all connections are securely fastened.

To properly test your scanner, please perform the following steps:

1. Open the scanner's document cover and place a document, head toward the scanner button panel, on the scanner glass.



2. Gently close the document cover.
3. Do one of the following to open the Button Configuration window:
 - Double-click the icon  in **Finder > Applications > Plustek > Your scanner model name**.
 - Click the icon  in the Dock.
 - Right-click the icon  in the Dock, and then choose **Button Configuration...** in the pop-up menu that opens.
4. Clicking the **Custom** icon on the left pane in the **Button Configuration** window displays its current button settings on the right pane. In the **Button Configuration** window, choose from the dropdown list of **Button Template** to select **"File Utility"**, and keep in mind the default saving folder show in the **"Saving folder"** dropdown list.

5. Press the **Custom** button on the scanner and the scanning starts immediately. You'll see a scanned image of the document in the default saving folder; your scanner is working properly.

Software Setup Troubleshooting

Carefully review the steps outlined in this guide and the Quick Guide that accompanied your scanner.

If you are still having problems, please check that:

- You have 6 GB of free space on your hard disk drive.
- The scanner is plugged in and has power.
- You are using the USB cable supplied with the scanner.

If you deviated from the installation procedures defined in this manual, please unplug the USB cable from the scanner and reinstall the software from the DVD-ROM.

Chapter II. Usage and Maintenance

Operating the Scanner


Your scanner needs to be driven by some type of software program. Since all documents or images (whether text or pictures) that are acquired from the scanner are treated by your computer as images, most scanning will probably be done from an image-editing program where you can view, edit, save and output the scanned images.

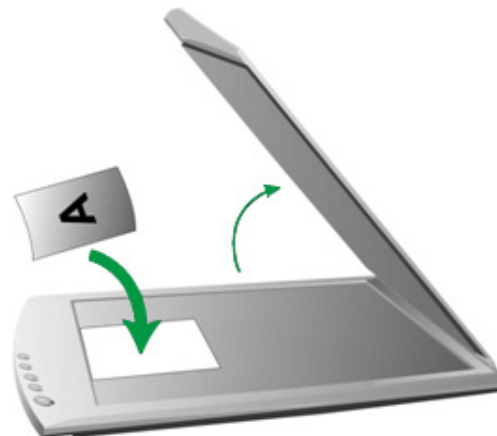
What about scanning text documents and editing them in a word processor? This is the role of Optical Character Recognition (OCR) software. OCR software converts the image files that are created from scanning text documents into text files that can be viewed, edited and saved by word processors.

The MacAction program, seamlessly integrating the operation of your scanner with your computer and other peripherals, provides a quick and convenient way to perform various scanning functions. With MacAction, you don't need to adjust settings every time you scan. Simply press any button on the scanner's front panel or click any scanning menu item of MacAction on the screen. The scanner starts to scan your paper documents and transfer them to your assigned destination. The destination can be a printer, your e-mail program, files on your disk drives, an image-editing program, etc.

Please refer to the online help of each program to guide you through any question you may have while scanning within that program.

Preparation

1. Open the document cover and place your document on the scanner glass. Align the document with the  mark on the scanner.



2. Gently close the document cover.

Scan the Image(s)

There are 3 different ways to operate the scanner:

1. By scanning from the scan button on the scanner.
2. By scanning from MacAction's Execute menu on the screen.
3. By scanning from the icon in the left side of the MacAction window.

MacAction software is automatically installed to your system along with the scanner driver.



Attention

Before you start scanning, check the following:

- The power of your computer is turned on.
 - The paper is appropriately placed on the scanner flatbed glass.
-




Scanning from the Scanner's Panel or On-screen MacAction's Execute Menu

The settings for each button on the scanner's panel are configured through MacAction. MacAction offers you quick access to the most frequently-used scanning functions. They are especially useful when you need to repeatedly scan with the same settings and send images to the same destination.

Buttons on the scanner panel will be used in this guide to demonstrate the scanner operations. You may also use MacAction's on-screen Execute menu to perform the same scanning tasks.

Configure Button Settings

Before performing your first scan via scanner buttons, you are recommended to configure the button settings to your needs and preferences first. There are three ways to configure or view the button settings of MacAction:

- Right-click the icon  in the Dock, and then choose **Calibration Wizard** in the pop-up menu that opens.
- Click the icon  in the Dock.
- Right-click the icon  in the Dock, and then choose **Button Configuration** in the pop-up menu that opens.

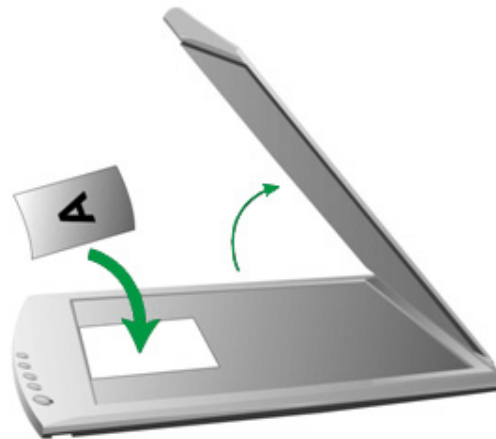
Within the “Button Configuration” window, you can find a row of icons running through the left side of the window. Each icon corresponds to a button on your scanner’s panel (as well as MacAction’s on-screen Execute menu). Clicking any icon on the left pane and its current button settings are displayed immediately on the right pane. You may adjust the settings as desired.

Click the **Help** button within the Button Configuration window for more information about the settings.

Scan from the Buttons

Scanning documents or images from this scanner is very easy. Follow the two steps described below:

1. Place the document or images onto the scanner. (Refer to “Preparation” of this guide for more information in placing paper on the flatbed glass properly.)




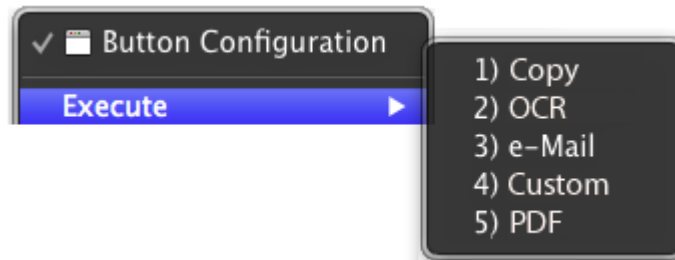
Place only text documents for OCR purposes. Do not scan a photo using the OCR button.

Attention

2. Do one of the following to start scanning:
 - Press the button from the scanner's panel.



- Right-click the icon  in the Dock, and then choose Execute in the pop-up menu that opens. Click the desired button function item in the pop-up menu.

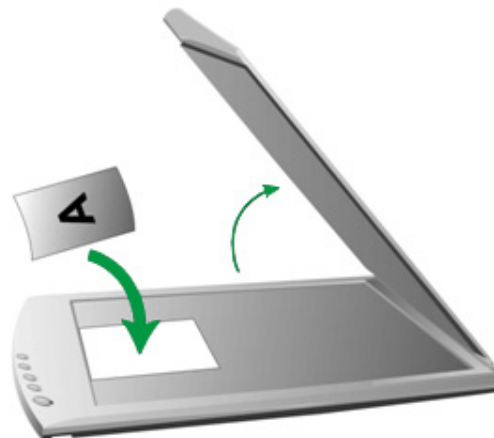


The scanner starts to scan immediately and carry out the corresponding action according to the settings you have set up in the Button Configuration window.

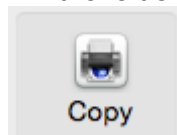
Scanning from the Icon in the Left Side of the MacAction Window

You can perform scanning task by double-clicking the icon in the left side of the MacAction window. Follow the steps described below:

1. Place the document or images onto the scanner.





2. Check current button settings by viewing the Button Configuration window. If needed, you may also modify settings to meet your current needs.
3. Double-clicking the desired icon in the left side of the MacAction window.



The scanner starts to scan immediately and carry out the corresponding action according to settings you have set up in the Button Configuration window.

Scanner Connection


The first step to take when troubleshooting connection problems with your scanner is to check all physical connections. The icon , located on the Dock, indicates if the scanner software is properly launched and the scanner and computer are communicating with each other.

Appearance	Status
	The program has been successfully launched and the scanner is connected with the computer, ready to scan images.
No Display	You have chosen to terminate the program, no matter the scanner is connected or disconnected with the computer.

Calibrating the Scanner

Calibrate the scanner if colors appear in areas that should be white, or colors of the scanned image and the original vary a lot. This allows you to adjust and compensate for variations that can occur in the optical component over time by its nature.

The following describes how to calibrate the scanner:

1. Right-click the icon  in the Dock, and then choose **Calibration Wizard** in the pop-up menu that opens.
2. Click on the **Start** button to begin the calibration process.
3. After the calibration is complete, click **OK**.

Usage & Maintenance Tips



Attention

To keep your scanner working smoothly, take a moment to review the following usage & maintenance tips.

- Avoid using the scanner in a dusty environment. Dust particles and other foreign objects may damage the unit.
- Do not subject the scanner to excessive vibration. It may damage the internal components.
- Clean the scanner glass by lightly spraying a non-abrasive glass cleaner onto a soft lint-free cloth. Then, wipe the glass thoroughly with the cloth. **DO NOT SPRAY CLEANER DIRECTLY ONTO THE SCANNER GLASS.** Excess liquid residue may fog or damage the scanner.

Appendix A: Specifications⁴

Image Sensor	CIS
Light Source	LED
Optical Resolution	1200 dpi
Hardware Resolution	1200 x 1200 dpi
Scan Modes	Color: 48-bit input, 24-bit output Grayscale: 16-bit input, 8-bit output B/W: 1-bit
Scanning Area (W x L)	Max : 216 x 297 mm (8.5" x 11.69")
Action Button	Copy, OCR, E-Mail, Custom, PDF
Power Supply	USB Power: 5V / 0.5A
Interface	USB 2.0
Net Weight	1.4 Kgs (3.1 Lbs)
Dimensions (W x D x H)	378 x 257 x 33 mm (14.88" x 10.12" x 1.30")
Protocol	TWAIN Compliant

⁴ Hardware specifications may change at any time without prior notice.

Appendix B: Customer Service and Warranty

If you encounter problems with your scanner, please review the installation instructions and troubleshooting suggestions contained in this guide.

Visit our website www.plustek.com for more customer service information. To avoid delays, please have the following information available:

- Scanner name and model number
- Scanner serial number (Located at the bottom of the scanner)
- A detailed description of the problem
- Your computer manufacturer and its model number
- The speed of your CPU
- Your current operating system and BIOS (optional)
- Name of software package(s), version or release number and manufacturer of the software
- Other USB devices installed

Service & Support Information (For EU country only)

Where appropriate, the period of availability of spare parts and the possibilities of upgrading products information. Please ask local distributors and suppliers for spare parts information and product upgrade information.

Information requested by relevant Implementing Measure. Please ask local distributors and suppliers for the related information of Implementing Measure test report.

Do not dispose anything of products before you ask local distributors and suppliers to get correct information for decreases of environmental impact with right methods and procedures.

If you want to disposals the product and/or an accessory, please ask local distributors and suppliers to get the contact information of nearest disposal manufactures.

If you have any maintenance inquiry, please ask local distributors and suppliers to get the contact information of nearest maintenance center in order to extend the product usage life time.

If you want to maintain and clearance the product, please ask local distributors and suppliers to get the right information of nearest stores.

Statement of Limited Warranty

This Statement of Limited Warranty applies only to the options you originally purchase for your use, and not for resale, from an authorized reseller.

The manufacturer warranty includes all parts and labor, and is not valid without the receipt of original purchase. To obtain warranty service, you may contact the authorized dealer or distributor, or visit our website to check out the available service information, or send a request via E-mail for further help.

If you transfer this product to another user, warranty service is available to that user for the remainder of the warranty period. You should give your proof of purchase and this statement to that user.

We warrant that this machine will be in good working order and will conform to its functional descriptions in the documentation provided. Upon provision of proof of purchase, replacement parts assume the remaining warranty of the parts they replace.

Before presenting this product for warranty service, you must remove all programs, data and removable storage media. Products returned without guides and software will be replaced without guides and software.

This Limited Warranty service does not provide for carry-in exchange when the problem results from accident, disaster, vandalism, misuse, abuse, unsuitable environment, program modification, another machine or non-vendor modification for this product.

If this product is an optional feature, this Limited Warranty applies only when the feature is used in a machine for which it was designed.

If you have any questions about your Limited Warranty, contact the approved retailer from whom you bought the product or the manufacturer.

THIS LIMITED WARRANTY REPLACES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. HOWEVER, SOME LAWS DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES. IF THESE LAWS APPLY, THEN ALL EXPRESS AND IMPLIED WARRANTIES ARE LIMITED IN DURATION TO THE WARRANTY PERIOD. NO OTHER WARRANTIES APPLY AFTER THAT PERIOD.

Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply.

Under no circumstances are we liable for any of the following:

1. Third party claims against you for losses or damages.
2. Loss of, or damage to, your records or data; or
3. Economic consequential damages (including lost profits or savings) or incidental damages, even if we are informed of their possibility.

Some jurisdictions do not allow the exclusion or limitations of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

This Limited Warranty gives you specific legal rights, and you may also have other rights that vary from jurisdiction to jurisdiction.

FCC Radio Frequency Statement

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 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 to an outlet on a circuit different from that which the receiver is connected.
- Shielded interconnect cables and shielded power cord which are supplied with this equipment must be employed with this equipment to ensure compliance with the pertinent RF emission limits governing this device.
- Consult the dealer or an experienced radio/TV technician for help if the conditions persist.
- Changes or modifications not expressly approved by the manufacturer or authorized service center could void the user's authority to operate this equipment.

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.