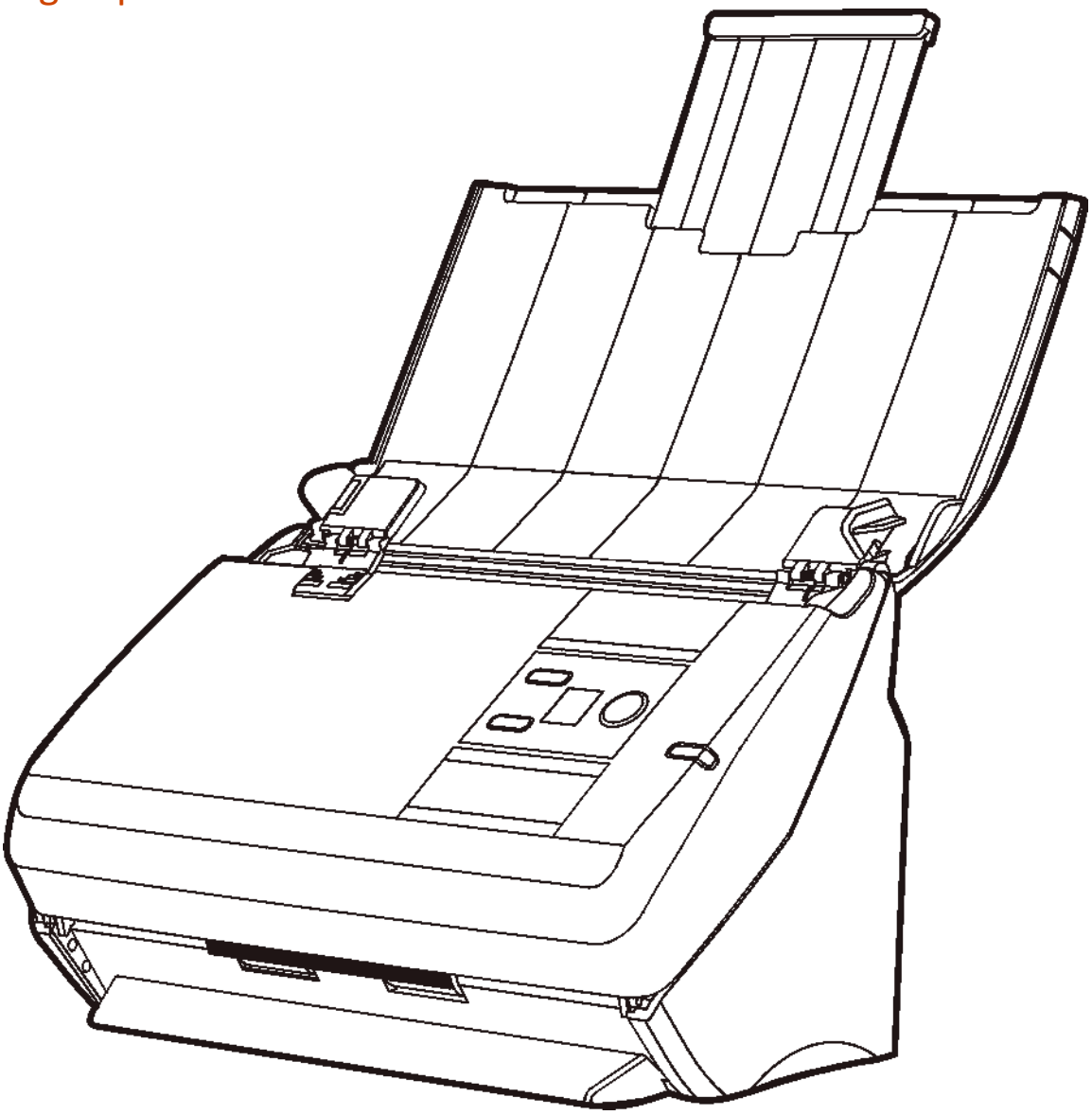
ImageScan Pro® 800ix Series

High-Speed ADF Scanner



User Guide

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Box Contents

1. Scanner
2. USB Cable
3. AC Adapter
4. Stacker Tray
5. Installation Guide
6. Calibration Sheet
7. Cleaning Cloth
8. Feed Pad Module (replacement pad)

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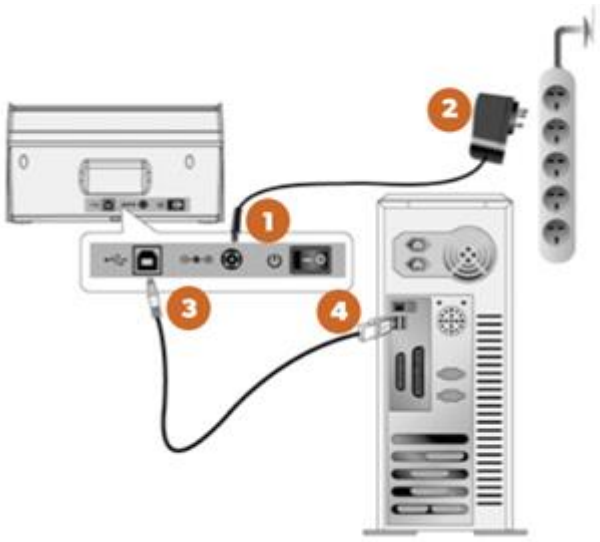
Installation and Setup

1. **Download** software and drivers here: http://www.ambir.com/800ix-series-set/
2. **Install** the downloaded software and drivers before you connect the scanner
3. **Attach** the Stacker Tray
    a. Open the scanner door and snap the tray guide pins into the holes in the bottom of the ADF
4. **Connect** the scanner to the computer
    a. Plug the AC adapter into the scanner's power receptor.
    b. Plug the other end of the AC adapter into a standard AC power outlet.
    c. Plug the square end of the included USB cable to the USB port at the rear of the scanner.
    d. Plug the rectangular end of the USB cable to an available USB port on your computer.
    e. Switch the scanner ON using the scanner power switch. Wait until the number on the LED on the display changes from 0 to 1.
    f. When number 1 is displayed you are ready to start scanning.



Important: Ensure the scanner power switch is in the OFF position before connecting the scanner to the AC power.

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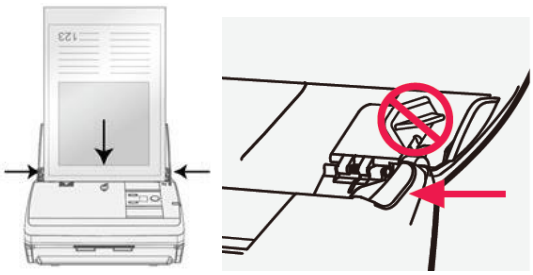
Loading Documents

1. Load documents in center of the ADF headfirst and facedown. Ensure the documents are loaded all the way in and touch the bottom of the ADF feeder.

2. If needed, pull out the Paper Chute Extension and install the Stacker Tray by snapping the guide pins into the holes in the bottom of the ADF.

3. Adjust the Paper Width Sliders so they are gently touching both sides of the document in the feeder.

Important: Do not adjust the Paper Width Sliders by pushing the spring-loaded paper guides. You must adjust the Paper Width Sliders by pushing the lower portion of the guides as shown below.



Note: Load business cards, ID Cards, Drivers Licenses and plastic cards horizontally in the center of the ADF and adjust the Paper Width Sliders so they gently touch both sides of the card.

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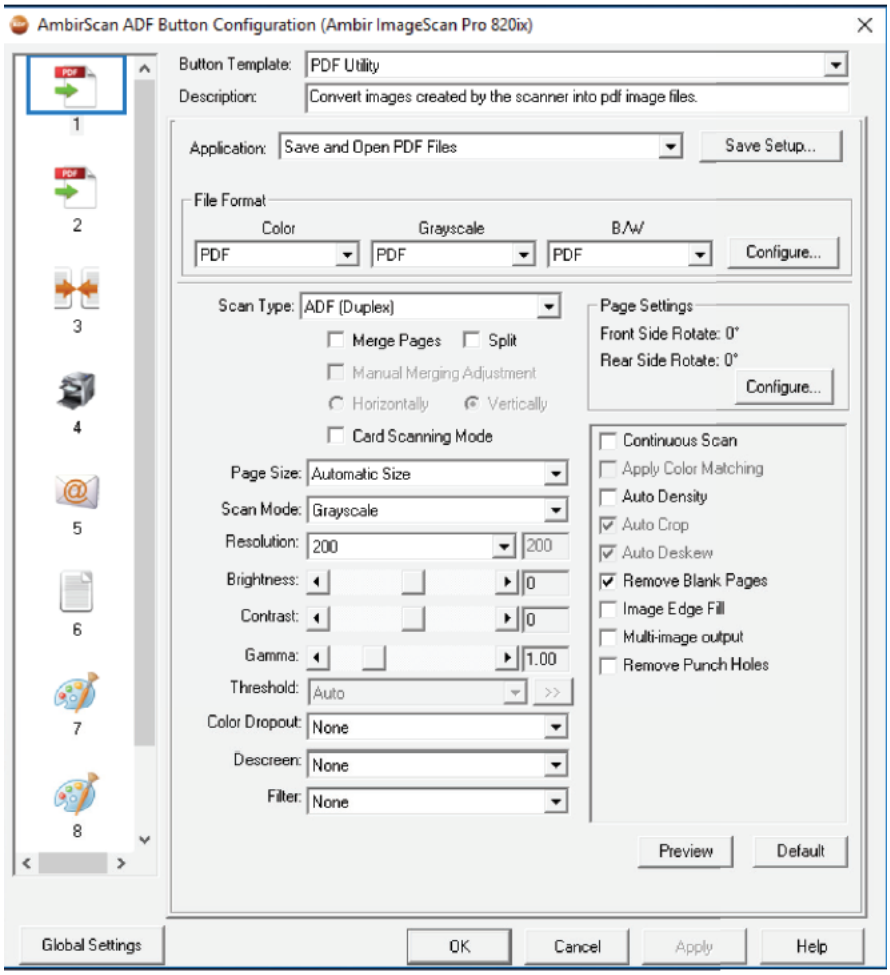
Configuring Button Settings

Users can change the button configurations to fit their scanning needs. Below is a picture of the Button Configuration menu:



To configure the buttons, follow the steps below:

1. **Open the Button Configuration** window by using one of the following methods:
   a. Double click on the ADF icon in the Windows system tray
   b. Right click the ADF icon in the Windows system tray, then select **Button Configuration** in the pop-up menu.
2. **Select** a task number by clicking on an icon in the left column
3. **Select** the desired button function from the **Button Template dropdown**
4. **Modify** destination and scanning settings as required and click **OK**

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Scanning

Scanning using TWAIN

To scan using the TWAIN interface in an application, please follow the steps as needed for the application. The name of the scan source will be **Ambir ImageScan Pro.** After selected, begin your scanning.

Scanning using ADF Buttons

AmbirScan ADF offers you a quick access to the most frequently used scanning functions. It is especially useful when you need to repeatedly scan with the same settings and send scans to the same destination.

To scan, complete the following:

1. Load the documents or cards into the scanner
2. Press **UP or DOWN** button to select the desired task
3. **Press** the **Scan** button

The scan buttons can be used for the following tasks:

- Scan to folder or network share
- Scan to email
- Scan to printer
- Scan to FTP
- Create PDF, JPG, TIF, BMP, and PNG files
- Setting different imaging parameters (color mode, resolution, page size, etc.)

Scanning from ADF Execute Menu

To execute a scan via the ADF software, right click on the

icon in the Windows system tray, then select **Execute.** Select the desired button function in the pop-up menu to start the scan.

Maintenance and Troubleshooting

Calibrating

Calibration should be performed when the scanner's image quality degrades. Calibration allows you to compensate for normal variations that can occur in the optical components over time.

To calibrate, complete the steps below:

1. **Insert** the calibration sheet
2. Click **Start > All Programs > Ambir ImageScan Pro 820ix > Calibration Wizard**
3. Click **Next** when the Calibration Wizard pops up
4. Click **Start** to begin calibration
5. The scanner will feed the calibration sheet slowly. Once complete, click **OK**, then **Finish**

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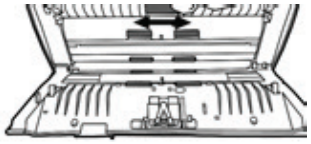
Cleaning

Use only the following cleaning material to clean the scanner:

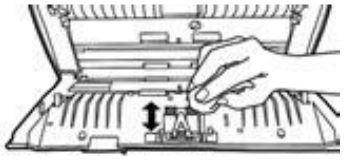
- Soft, dry, lint-free cloth
- Non-abrasive cleaning fluid or Isopropyl rubbing alcohol (95%)

Important: Do not use water to clean

1. Open the ADF cover by pulling the cover level
2. Gently wipe the following areas with the cloth dampened with cleaner. Be careful NOT to scratch their surfaces.



Cleaning the Feed Roller
Wipe the Feed Roller from side to side and then rotate it. Repeat until the entire roller is cleaned.



Cleaning the Feed Pad Module
Wipe the Feed Pad Module from top to bottom (in the direction of arrows shown in below picture). Be careful not to damage the pick springs of the pad. Wait for the cleaned areas to dry completely.

3. Close the ADF cover by pushing it back down until it snaps into place.

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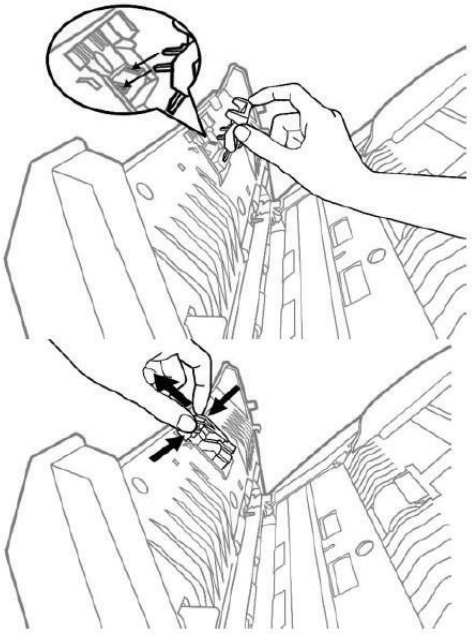
Replace Pad Module

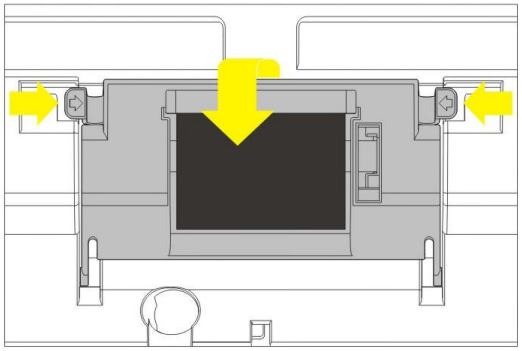
The approximate use of the pad module is 20,000 scans. A replacement pad module is provided and should be saved. Additional pads are available for purchase at www.ambir.com/support/imagescan-pro-800-setup



1. **Open** the ADF cover by pulling the cover open lever
2. **Remove** the pad module by pinching both sides of the pad module and pull it out.
3. **Install** the new pad module by inserting the tabs on the module into their slots on the scanner.
4. **Close** the ADF cover by pushing it back down until it snaps into place.

Replace Roller

The approximate use of the roller is 100,000 scans. To replace the roller, do the following:



1. **Open** the ADF cover by pulling the cover open lever.
2. **Open** the roller cover by pinching both sides of the roller cover.
3. **Remove** the feed pad roller and pull it out.
4. **Install** the new feed roller by aligning and inserting the feed roller onto the roller pitman on the scanner.

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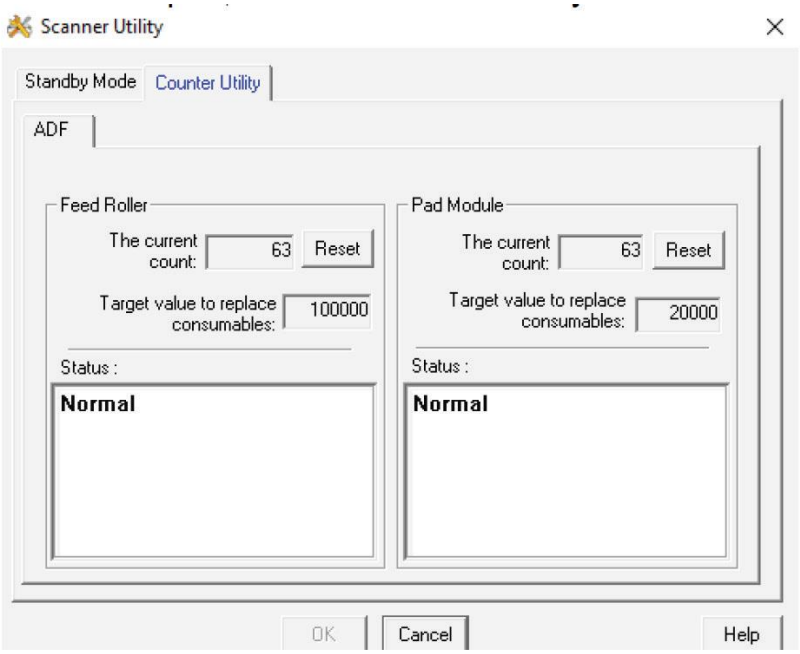
Checking Roller Count Utility

To access the Roller Count Utility, do the following:



1. Right click on the ADF icon in the system tray.
2. Click Scanner Utility
3. Once Open, click the Counter Utility tab

Clearing Paper Jams

If a paper jam occurs, do the following:

1. Remove and unjammed documents in the ADF
2. Open the ADF cover by pulling the cover open lever
3. Remove the jammed documents from the ADF. Try to avoid creasing or wrinkling the documents
4. Close the ADF cover by pushing it back down until it snaps back into place

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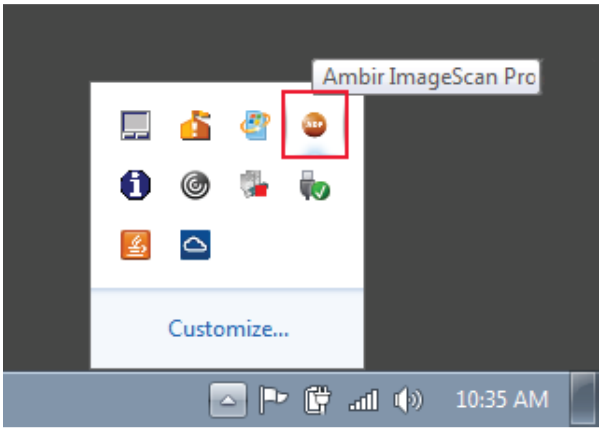
Scanner Connection Status

The icon, located in the Windows system tray, indicates if the scanner software is launched and the scanner and computer are communicating with each other. The LED on the scanner also provides information on the connection status.



Status LED

The front panel LED indicates the scanner status.

Light	Status
Blue	The scanner is turned on, ready to scan images.
Orange	The scanner is in standby mode (sleep mode). Default timeout is 10 minutes. The timeout can be changed or disabled by clicking Start> All Programs> ImageScan Pro> Scanner Utility
Off	The scanner is o., either because the power is not turned on, or because the AC adapter is not properly plugged into an AC power outlet.

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Warranty

The standard warranty period for this scanner is two years. A one-year warranty extension is available for purchase, thus bringing the total warranty period to three years.
Visit www.ambir.com/support/imagescan-pro-800-setup for more information.

Support

Thank you choosing Ambir Technology. We appreciate your business and are here to help if you need us.

Need help?
We are pleased to provide comprehensive U.S. based phone and online chat support as a resource to serve our customers.

Go to www.ambir.com/support to chat with us online or call us @ 630-530-5400 option 3

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