This Quick User Guide helps you get started with the **IRIScan™ Book Executive 3** scanner.

This scanner is supplied with the software applications **Readiris™ Pro 14** and **IRIScan™ Direct** (Windows only). Corresponding Quick User Guides can be found on the **IRIScan™ Book** CD-ROM. For detailed information about their full range of features, consult the latest User Guides on **www.irislink.com/support**.

The descriptions in this guide are based on the Windows 7, Mac OS Lion and iOS 6 Operating Systems. Please read this guide before operating this scanner and its software. All information is subject to change without prior notice.

Table of Contents

1. Check the Accessories

2. Prepare the Scanner

Insert the included batteries

- Open the battery compartment as shown in the image.

- Insert the 4 alkaline* batteries, minding the correct polarity.
  The correct polarity is shown inside the scanner.

*Since NiMH batteries operate at 1.2 V per cell, somewhat lower than conventional 1.5 V cells, we recommend alkaline batteries for longer usage.

Insert the included microSD card

1. Insert the microSD card gently into the card slot until the card is latched.

Note: on a Windows PC, the IRIScan™ Book can also be used without batteries or microSD card. See section 8. **Scan Images with IRIScan Direct**.

Format the microSD card

Some new microSD cards can only be used after formatting them. To format the card follow the instructions below.
Attention: formatting the microSD card erases all files from the card.

1. Press the **Scan** button for 2 seconds to power on the scanner.

2. Open the battery compartment.
3. Insert a pointy object, like a paper clip, in the **Format** hole.
4. 'F' appears on the display. Press the **Scan** button once to confirm the formatting.
   When the formatting is completed, the number of scans on the display is 0.

3. Choose the Scanner Settings

Note: before you try to access the scanner settings, make sure the provided microSD card is inserted in the card slot.

Scanner Settings
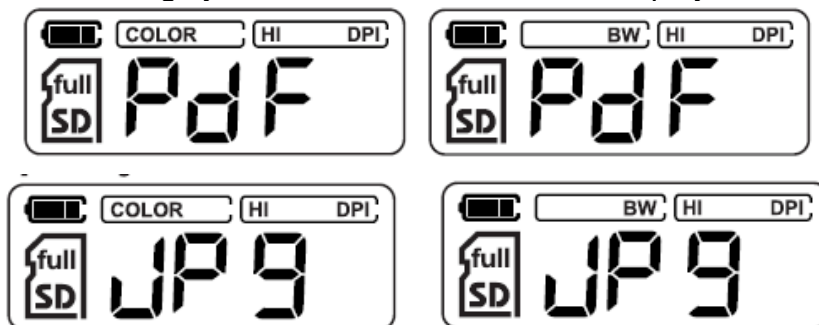
To access the scanner settings:
  1. Press the **Scan** for 2 seconds to power on the scanner. The display lights up.
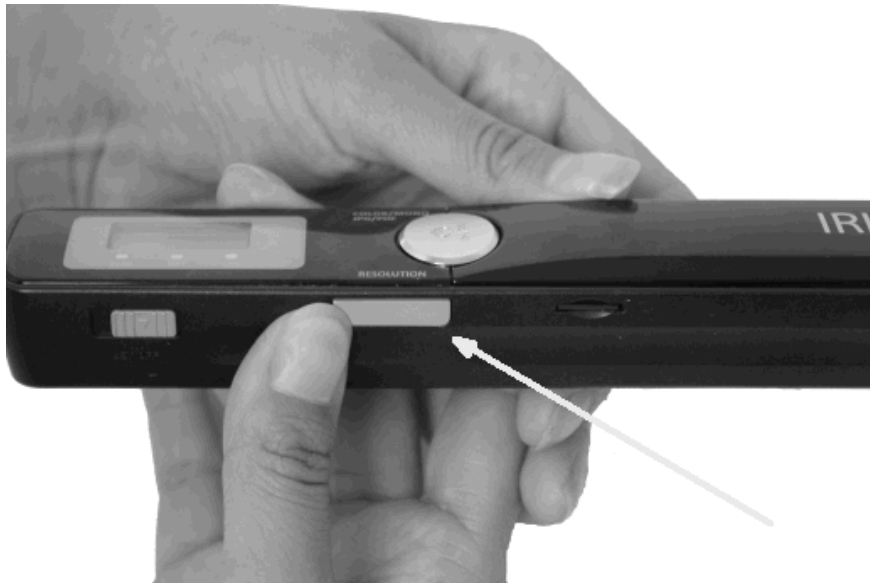

  2. Press the **Color/mono JPG/PDF** button repeatedly to select the required output format and color mode:
     - JPG + Color
     - JPG + BW
     - PDF + Color
     - PDF + BW

     - The settings you select are shown on the display.

  3. Press the **Resolution** button to select the resolution:
     - Lo = 300 dpi
     - Mi = 600 dpi
     - Hi = 900 dpi

- The resolution you select is shown in the top right corner of the display..

HI   DPI

WiFi Settings

The IRIScan™ Book Executive 3 supports transferring documents via WiFi. To do so, you must activate the WiFi feature.
- Switch the WiFi button to the middle position to activate the WiFi feature. The WiFi led now lights up.

- Switch the WiFi button to the right to deactivate the WiFi feature. This is required when using IRIScan™ Direct.
- Switch the WiFi button to the left position to change the WiFi password. (Not recommended. In case you still want to change it, see the FAQ on our website). The WiFi led now starts to blink.

4. Scan Documents

Attention:
The IRIScan™ Book Executive 3 is designed to scan one page at a time. It does not generate multi-page PDF files.
Follow steps 2 to 5 below for each page that you scan.

1. Press the **Scan** button for 2 seconds to power on the scanner.

2. Place your scanner at the top of the page you want to scan.
3. Press the **Scan** button once. The **Scan** led lights up.
4. Slide the scanner **slowly** and **steadily** over the page.
    Tip: hold the document steady with one hand while scanning.

5. When you have reached the bottom of the page, press the **Scan** button again to stop scanning.
    Note: in case an error occurs during scanning - when scanning too fast or not levelly for instance - the **ERR** led lights up. See the section **Troubleshooting Info** for help.

Tip:
In case you need to create multi-page PDF's:
- Scan your pages one by one.
- Transfer the image or single-page PDF files you scanned to your computer.
- Use Readiris to generate multi-page PDF files.

Scanning Tip:
When you're scanning a small, thick book it may occur that the margin is too narrow and you're not able to scan the entire text.
You can solve this problem by scanning the pages horizontally and rotating your images with Readiris™.

Another solution is to place the scanner at the bottom of the page, turn it upside down and scan upwards. You'll notice that the scanner's right margin is smaller than the left.

5. Transfer Scanned Documents to your Computer/Tablet

There are two ways to transfer scanned documents to your computer: by using the **mini USB cable** and by using the **microSD card adapter**.

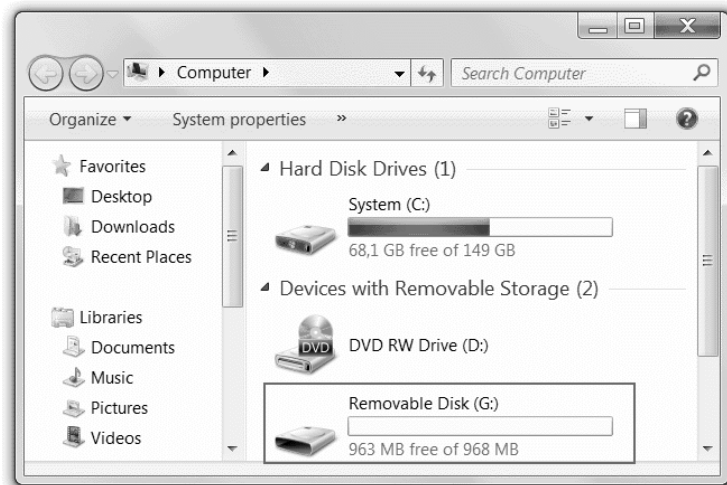**Using the mini USB cable (Windows and Mac OS)**

1. Power on the IRIScan™ Book.
2. Switch the WiFi button to the right, to switch the WiFi feature off.

3. Plug in the provided mini USB cable in both the IRIScan™ Book and your computer.

4. The card memory containing your documents is displayed on your computer.

Example image for Windows

5. Open the card memory and move your documents to your computer. The documents are located in the folder **DCIM\100Media** of the removable disk.

Using the microSD card adpater (Windows, Mac OS and Tablet)

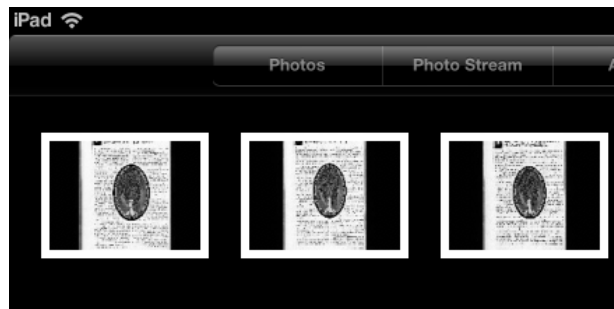1. Press the microSD card to unlatch it. Then remove it from the card slot.

2. Insert it in the provided microSD card adapter.

3. Insert the adapter into the SD card slot on your computer, or insert it in a Camera Connection kit (not included) to connect it to a tablet.

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4. The card memory containing your documents is displayed on your computer/tablet.

Example image for iOS

5. Open the card memory and move your documents to your computer/tablet. The documents are located in the folder **DCIM\100Media** of the removable disk.

Once you've transferred your documents to your Windows PC or Mac, they can be processed with **Readiris™.**
For information on how to process your documents with **Readiris™** see the Quick User Guides on the installation CD-ROM and the complete User Guides on **www.irislink.com/support/userguides**.

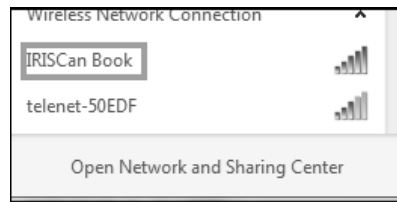# 6. Transfer Documents to your Computer/Tablet via WiFi

1. Press the **Scan** button for 2 seconds to power on the scanner.

2. Switch the WiFi button to the middle position. The WiFi led lights up and indicates the WiFi function is on.

3. Turn on the WiFi connection on your computer and select the **IRIScanBook-f2XXX** network.

4. When you do this for the first time, you are prompted to enter the password. The password is **12345678**.

   Note that it is not recommended to change the password.

5. Establish the connection.

   Note: when connected to the IRIScan™ Book network, you do not have access to the Internet.

6. Open a Web browser and enter: **10.10.1.1** or **iriscan.book**.
   You access the card's contents in a secured file server.

   Tip: on a tablet you can also download and edit your documents in the IRIScan^{TM} Book app.

7. Now download the required files. To do so:
   - Click a file to view its image. Right-click as select **Save picture as**. The file will be saved as JPG image.
   - Or select multiple files and click the download icon.

   Note: on a Windows PC, the files are saved as .tar file. You need a file archiver like 7-zip to unzip them.

7. Download and Edit Documents in the IRIScan™ Book App

1. Depending on the type of tablet you use, download the app from the Mac App Store or Google Play.
2. Open the **IRIScan™ Book App**.

   Note: make sure the WiFi connection on your tablet is turned on and you are connected to the IRIScan™ Book network.
   (As explained in Section 6.)

3. Click the connect icon in the top left corner of the interface.
   Synchronizing appears on screen and your scans are displayed.
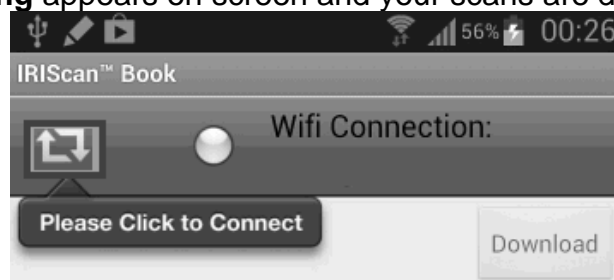
4. Select the documents you want to download and tap **Download**.
   The files are downloaded in the download section.

5. Tap a document to open it in the **Editor**.
   Here you can rotate, crop, annotate the document and so on.
6. When you are done editing, you can either save the documents in the app or send them to other apps or via mail.
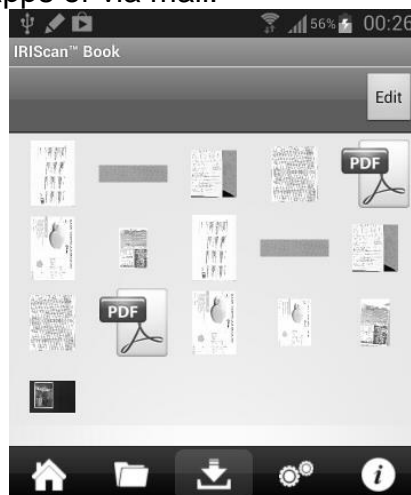
To save them in the app:

- Tap and then tap **Save**.
- Select where you want to save the
  document and tap **Save**.
  The documents are saved in the
  folder section.

To send them to other apps:

- Tap the icon.
- Select **Open In** to select another
  app, such as **Readiris™ for iPad**,
  Email to send them via mail, or
 **Camera Roll** to add them there.

8. Scan Images with IRIScan™ Direct (Windows only)

With IRIScan™ Direct you can use the IRIScan™ Book even without batteries or microSD card. You simply connect it to a Windows PC using the included mini USB cable. The scans you make are stored as images on the Clipboard.

Install IRIScan™ Direct

1. Insert the installation disc in the CD-ROM drive of the computer.
   The setup menu is displayed automatically. (If the menu does not start run
   setup.exe from the disc.)
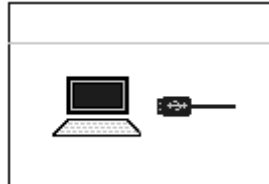2. Click **IRIScan™ Direct** and follow the on-screen instructions.
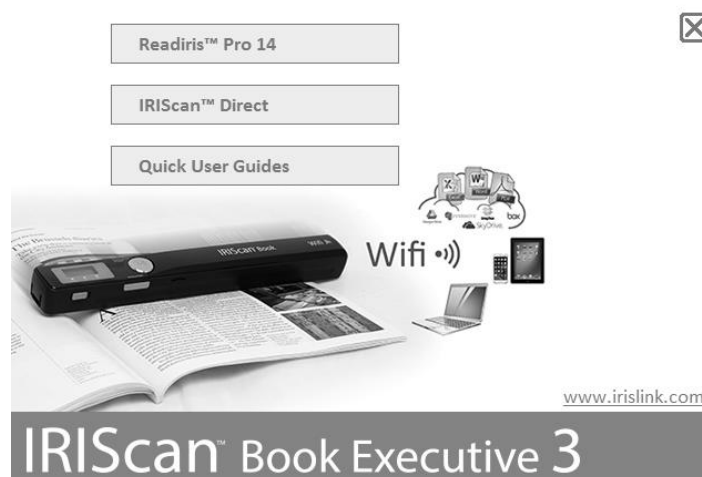
3. Click **Finish** to complete the installation.
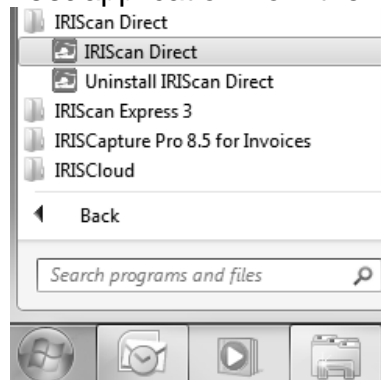
Using IRIScan™ Direct

1. Connect the IRIScan™ Book to your Windows PC using the included mini USB cable.
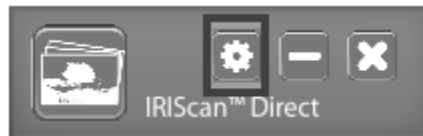
2. Press the **Scan** button for 2 seconds to power on the scanner.
   Make sure the following icon is displayed on the display:

3. Start the **IRIScan™ Direct** application from the Windows **Start** menu.

4. Click the Settings icon to determine the IRIScan™ Direct settings.

   - Select the display language of IRIScan™ Direct.
     Note: this setting only influences how IRIScan™ Direct is displayed. It has nothing to do with the scan language or the language of your documents.
   - On the **Scan** tab, choose the **Scan Color** (Gray or Color) and the **Scan Orientation** (Horizontal or Vertical).
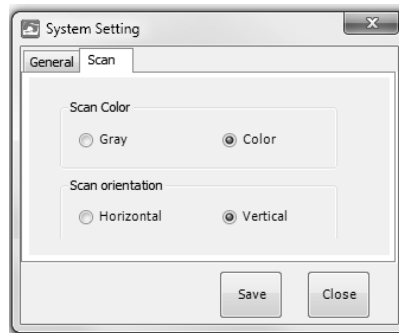
- Then click **Save** to save the settings.

5. Now open an application where you want to paste the image (Word, Paint, etc.) and click the mouse cursor inside the application.
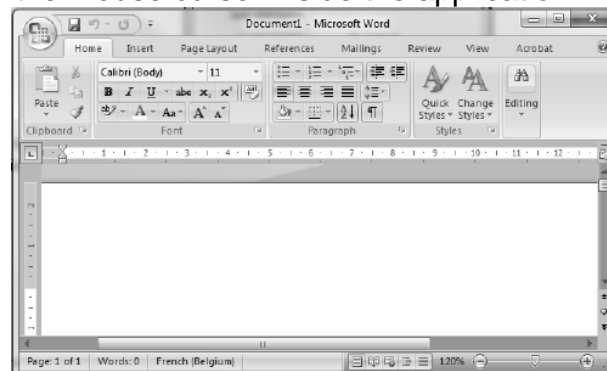
6. Press the **Scan** button once. The 'Scan' led lights up.
7. Now roll the scanner over a document to scan it.
8. Press the **Scan** button again to stop scanning.
   The scanned image is now pasted inside the application.

Note: when connected to a Windows PC, IRIScan™ Book uses a resolution of 300 dpi. The images are not stored on the microSD card but on the Clipboard.

9. Tips

Adding Date and Time info to your scans

Your IRIScan™ Book 3 scanner can add date and time info to the images you scan.
This way, you know exactly when they where scanned.

1. Press the **Scan** button for 2 seconds to power on the scanner.

2. Open the battery compartment.

3. Insert a pointy object, like a paper clip, in the **Time Set** hole.
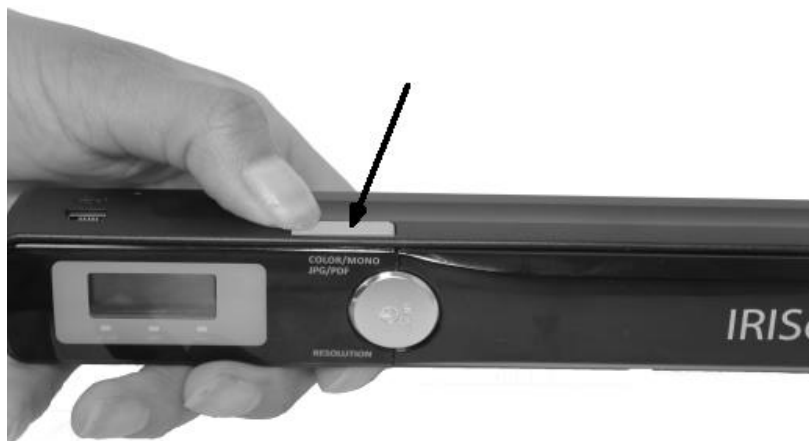4. Press the **Color/Mono** or **Resolution** buttons to change the year. Then press **Scan** to confirm.

5. Repeat step 4 for the month, day, hour and minutes.
6. When you are done, insert the pointy object in the **Time Set** hole again to confirm.

10. Technical Info

Minimum System Requirements Windows PC

Operating System	Windows 8.1, Windows 8, Windows 7 and Windows Vista (no driver installation required)
CPU	1 GHz processor
RAM	1 GB
HD space	300 MB
Hardware	CD-ROM drive, 1 free USB port

Minimum System Requirements Mac OS

Operating System	Mac OS Leopard, Snow Leopard, Lion and Mountain Lion (no driver installation required)
CPU	Intel processor
RAM	1 GB
HD space	300 MB
Hardware	CD-ROM drive, 1 free USB port

Minimum System Requirements iOS and Android OS

Operating System	iOS 5.1 or later and Android OS 4.0 or later
Hardware	Camera connection kit

Scanner Specifications

Image sensor	A4 Color Contact Image Sensor			
Resolution	300 dpi (default), 600 pi, 900 dpi			
Maximum scanning speed	+- 4 seconds for A4 300 dpi color			
Capacity (based on 2 GB microSD card*) *The number of scans may vary depending on the content complexity.		300 dpi	600 dpi	900 dpi
	Color	1600	600	190
	Mono	2000	800	190
Scan width	217mm			
Scan length	1200mm			
File format	JPG / PDF			
Display panel	Scanning status display			
USB Port	USB 2.0 high speed			
External memory	MicroSD card (TF Card) up to 32 GB			
Supported batteries	4 AAA alkaline.			

	Or USB powered.

11. Troubleshooting Info

Problem	Cause	Solution
I cannot turn on the scanner.	Low battery power. Battery not inserted properly. No batteries inserted.	Replace the batteries. Insert the batteries properly. Connect the scanner to a PC.
Pictures cannot be saved after I've scanned them.	There's no microSD card in the card slot. The microSD card is full. The microSD card has not been formatted properly.	Insert a microSD card. Move the images from the microSD card to your computer to clear storage space on the card. Properly format the card.
My computer does not recognize the scanner when I connect it.	Connection failure.	Make sure both ends of the USB cable are connected securely. Restart your computer if necessary.
The battery life is very short.	The wrong type of batteries is being used.	Replace the current batteries with 4 new AAA alkaline batteries. Or connect the scanner to your computer and use IRIScan™ Direct.
My scanner generates blurry images.	The scanner lens is probably dirty.	Clean the lens with a soft dry cloth.
My scanner generates skewed images.	The scanner has not been calibrated correctly.	Calibrate the scanner using a white sheet of paper. See the FAQ on our website for

		help.
ERR lights up when scanning a document.	You're sliding the scanner too quickly over your documents.	Press the Scan button to scan your document again, steadily and slowly.
ERR. led stays on and the scanner is blocked.	The scanner has been put in Calibration mode by accident, but the calibration was not successful.	Calibrate the scanner correctly. See the FAQ on our website for help.
I cannot open or view the scans I've downloaded from the IRIScan™ Book app.	The scans are downloaded as .tar files.	Unzip the .tar in an application like 7-zip.

Should you experience issues when using IRIScan™ Book Executive 3, consult the Frequently Asked Questions on our website or contact Technical Support at **www.irislink.com/support/iriscanbook3**.