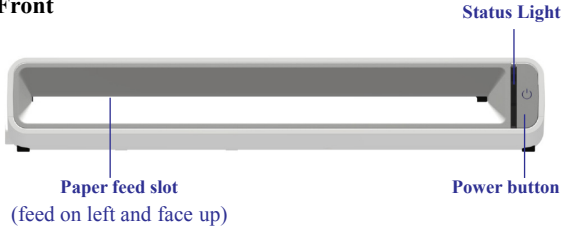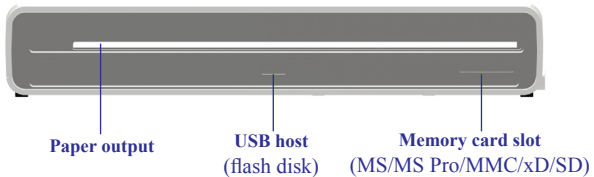# WorldocScan Pro Introduction

WorldocScan Pro Scanner is a cordless scanner, allowing you to scan anywhere. No computer connection is needed to scan. Turn it on and scan.

⊙ **Front**

Status Light

Paper feed slot
(feed on left and face up)

Power button

⊙ **Back**

Paper output

USB host
(flash disk)

Memory card slot
(MS/MS Pro/MMC/xD/SD)

⊙ **Side**

mini USB Port for data transfer and charging
(charged only by USB cable)

Tech Specs

- Optical Resolution: 300 x 300 dpi (default); 600 x 600 dpi
- Scan Modes: Color, 24 bits (R/G/B)
- Scanner size (D x W x H): 58 x 269.3 x 47.2 mm
- Scanner weight: 425.5g
- Page Size: up to Legal size (8.5" x 14")
- Memory card slot: MS / MS Pro / MMC / xD / SD
- File format: JPEG
- Internal flash memory: 512 MB
- Operating Temperature: 15 ~ 35°C
- Operating Relative Humidity: 20%~70% RH
- Storage Temperature: -20°C~60°C
- Storage Relative Humidity: 10%~90% RH

Setup

⊙ **Charge the scanner's battery**

   This scanner has a built-in battery, which needs to charging before using for the first time.

1. Turn on your computer and turn off the scanner.

2. Connect the scanner via USB cable to your computer's USB port or to a powered USB hub.

3. Scanner will draw the power directly from PC or USB hub.

4. After charged up, unplug the scanner and then you are ready to scan.

Notes:

Scanner is charged over USB only and takes around 2.5 hours to be fully charged.

⊙ **Calibrate the scanner**

   Scanner occasionally needs calibration to perform at its best. If the scans are showing lines or black dots, please calibrate your scanner.

   Please turn on the scanner and insert the calibration sheet (provided by Penpower) to start automatic calibration.

Calibrate

校准/校正/調整/Calibrer/Kalibrieren/Calibra/Calibrar/Calibre

Scan with Scanner

Use your scanner to directly scan and store documents. There is no need to connect the scanner to a computer in order to scan.

1. Insert the memory card or connect the USB flash drive if necessary.
Note: In addition to its internal memory, Scanner has built-in ports for USB flash drives and memory cards to expand additional storage.

2. Turn on the scanner power. When the scanner is ready, the status light will stop blinks.

3. Press the power button to select a scanning resolution mode.
Note: Scanner scans at two resolution modes: 300dpi (default; status light white) and 600dpi (status light blue) .

4. Insert in your document face up, straight, aligned to the left into the Paper Feed Slot.

5. Scanner will detect, and scan the page automatically.

6. When scanning is completed, the scanned image will be saved to JPG format in either a USB flash drive, memory card, or the scanner's internal memory.
Note 1: If the scanner is not executed for more than 5 minutes, it will automatically shut down to save power.
Note 2: Scanner will detect and use only one destination to store the scanned document. The storage preference is USB flash drive > memory card > scanner's internal memory.

Load Images

   After scanning, you may load the images to your computer, iPad or other Tablets.

⊙ **Load images to your computer**

1. Turn on your computer.

2. Eject the memory card or the USB flash drive from the scanner and insert it into your computer.

Note: You can also attach the scanner to your computer with the included USB cord. Scanner will be recognized as a storage device.

3. Locate the USB flash drive or memory card or scanner's internal drive, you can directly copy the scanned images to your hard drive.

4. Moreover, you can use Scanner's bundled applications to enjoy more functionalities: WorldocScan X for document management and WorldCard for contact management.

⊙ **Load images to iPad** via **SD card reader**

1. Plug a SD card into your scanner and scan your documents.

2. Connect the SD Card Reader to the **iPad Dock Connector.**

3. Unplug the SD card from your scanner and plug into SD card reader.

4. Photos on iPad will open in the **Camera pane**, and tap **Import All** to import your images, or tap specific items and tap **Import**.

⊙ **Load images to iPad** via **Camera Connection Kit**

1. After scanning items and keep your scanner power on.

2. Connect the Camera Connection Kit to the **iPad Dock Connector.**

3. Turn on your scanner and connect to **Camera Connection Kit** with USB cable.

4. Photos on iPad will open in the **Camera pane**, and tap **Import** All to import your images, or tap specific items and tap **Import.**

Note: iPad will detect and use only one storage device. The preference is USB flash drive > memory card > scanner's internal memory.

⊙ **Load images to other tablets**

1. Depending on the tablet connector, connect the scanner to your tablet via USB cable or insert the SD card into your tablet.

2. The tablet will regard it as one or more external storages.

3. You can find out those scanned images from the external storages by Gallery or file manager App.

Status Lights

Scanner has two light indicators: power light and status light. The power light indicates the battery status. The status light indicates the status of the scanner.

Status Light

Power light

✧ blinking slowly ✹ blinking fast ○ on and not blinking ● no lights

Note: The color of the status light indicates the resolution mode: 300dpi is white and 600dpi is blue.
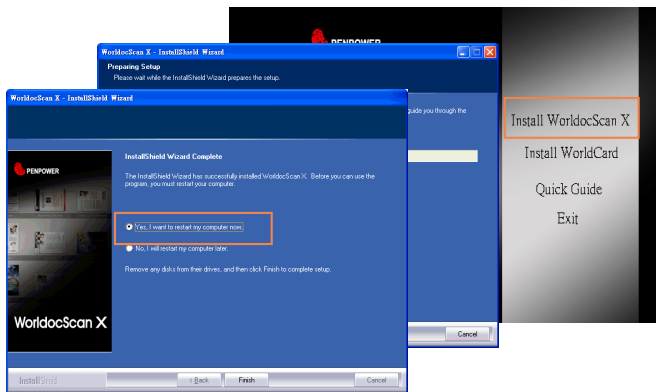
Power	Status	Description
○ White	✧ White/Blue	Saving/Reading/Loading
○ White	○ White/Blue	Ready to scan
●	●	Power off
✹ White	✹ White/Blue	Error
	✹ White/Blue	Memeory card error/Not enough storage space/Incompatible format
○ Red	●	Power off; charging
○ Red	○ White/Blue	Power on; charging
✧ Red		Battery is low.
✹ Red		Battery is extremely low and needs to charge up right away.
✧ White	✧ White	Scanner is initializing.

WorldocScan X

WorldocScan X is a document management software bundled with WorldocScan Pro to help you manage scanned images.

⊙ **Install WorldocScan X**

1. Place the installation CD in the CD/DVD-ROM drive and system will automatically run **[Setup.exe]**.
2. Please click on **[Install WorldocScan X]**.
3. You will see the installation wizard on the screen. Please click **[Next]** and follow the instructions to install **WorldocScan X.**
4. When the installation is completed, click **[Finish]** to exit and restart the computer.
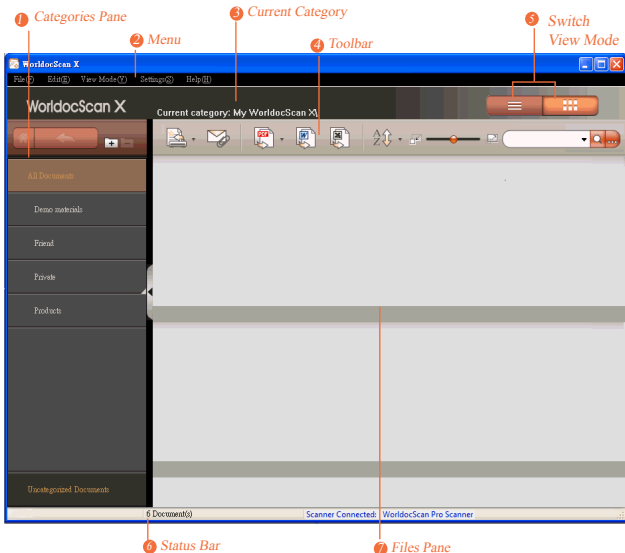
⊙ **Launch WorldocScan X**

Click the **[WorldocScan X]** desktop icon to launch the WorldocScan X.

⊙ **WorldocScan X Overview**

Categories Pane ①   *Current Category* ③   *Switch View Mode* ⑤

Menu ②   *Toolbar* ④

Status Bar ⑥   *Files Pane* ⑦

Turn on the scanner, connect it to your PC and then click the button to save images on scanner into PC. WorldocScan X will load all qualified images sequentially at a time.
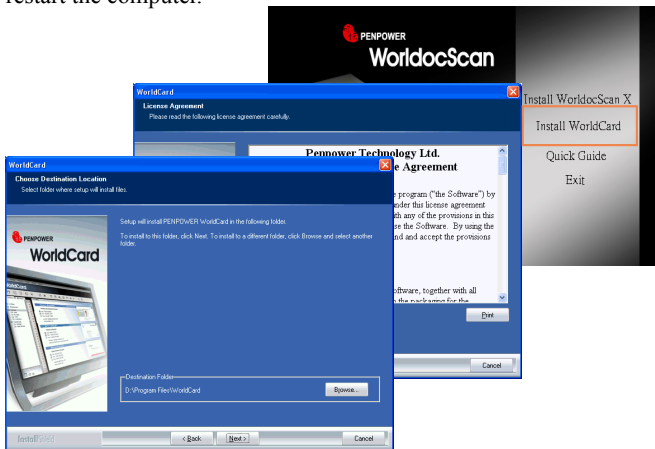
Note: For further information, please select [Help]/ [User Manual] to refer to the user manual on the website. The user manual is .pdf format. To read the user manual you will need PDF Reader .

WorldCard

WorldCard is a contact management software bundled with WorldocScan Pro to recognize the scanned business card images and help you manage contacts.
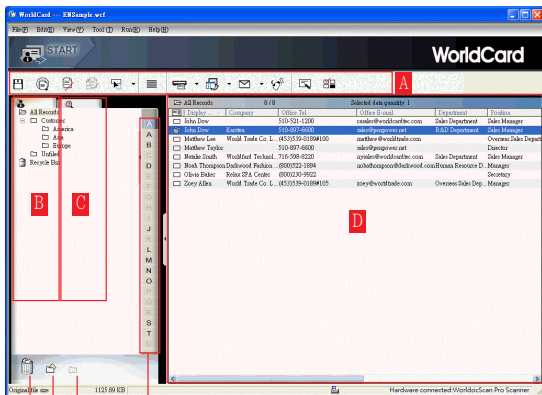
⊙ **Install WorldCard**

1. Place the installation CD in the CD/DVD-ROM drive and system will automatically run **[Setup.exe]**.

2. Please click on **[Install WorldCard]**.

3. You will see the installation wizard on the screen. Please click **[Next]** and follow the instructions to install WorldCard.

4. When the installation is completed, click **[Finish]** to exit and restart the computer.

⊙ **Launch WorldCard**

Click the **[WorldCard]** desktop icon 🅦 to launch the WorldCard.

⊙ **WorldCard Interface**

E F G H   I   J   *K*

A: Toolbar   G: Delete Category
B: Category tab   H: Disk space used
C: Search tab   I: Alphabet Index
D: Card Window   J: Status
E: Recycle bin   K: Connection status
F: Add Category

Turn on the scanner, connect it to your PC and then click the button 🔳 to load and recognize all business cards on scanner.

For further information about WorldCard, please refer the user manual on CD.