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Fujitsu Fi-6230

Fujitsu Fi-6230 Document Scanner User Manual

Model: Fi-6230

INTRODUCTION

This manual provides essential instructions for the safe and efficient use of your Fujitsu Fi-6230 Document Scanner. Please read this manual thoroughly before operating the scanner and retain it for future reference. The Fujitsu Fi-6230 is a versatile document scanner designed for high-volume scanning, featuring both an Automatic Document Feeder (ADF) and a flatbed scanning surface.

SAFETY INFORMATION

Observe the following safety precautions to prevent injury and damage to the scanner:

- Always connect the scanner to a grounded power outlet.
- Do not block ventilation openings on the scanner.
- Keep the scanner away from water or excessive humidity.
- Do not attempt to disassemble or repair the scanner yourself. Refer to qualified service personnel.
- Use only the power adapter supplied with the scanner.
- Avoid placing heavy objects on the scanner.

PACKAGE CONTENTS

Verify that all items are present in the package:

- Fujitsu Fi-6230 Document Scanner unit
- AC Adapter and Power Cable
- USB Cable
- Setup DVD-ROM (includes drivers and software)
- Quick Start Guide

SETUP

1. Unpacking and Placement

Carefully remove the scanner from its packaging. Place the scanner on a stable, flat surface with adequate space for document feeding and output. Ensure proper ventilation around the unit.



Figure 1: The Fujitsu Fi-6230 Document Scanner, showing its automatic document feeder (ADF) on top and the flatbed scanning surface below. The scanner is white and black, designed for office use.

2. Connecting Cables

1. Connect the USB cable from the scanner to an available USB port on your computer.
2. Connect the AC adapter to the scanner's power input, then plug the power cable into a grounded electrical outlet.
3. Press the power button on the scanner to turn it on.

3. Driver and Software Installation

Insert the provided Setup DVD-ROM into your computer's optical drive. Follow the on-screen instructions to install the scanner drivers and bundled software (e.g., PaperStream IP, PaperStream Capture). If your computer does not have an optical drive, download the latest drivers and software from the official Fujitsu support website.

OPERATING THE SCANNER

1. Loading Documents

The Fi-6230 supports both Automatic Document Feeder (ADF) and flatbed scanning.

Using the ADF:

- Open the ADF cover.
- Adjust the paper guides to match the width of your documents.
- Load documents face-down, top edge first, into the ADF. Ensure the stack is neatly aligned. The ADF has a standard sheet capacity of 50 sheets.

Using the Flatbed:

- Lift the flatbed cover.
- Place the document face-down on the glass, aligning it with the corner guide.
- Close the flatbed cover gently.

2. Basic Scanning Process

1. Open your scanning application (e.g., PaperStream Capture).
2. Select the Fujitsu Fi-6230 as your scanner.
3. Choose your desired scanning profile or configure settings such as:
 - **Scan Mode:** Color, Grayscale, or Black & White.
 - **Resolution:** Typically 200-300 dpi for documents. The scanner supports up to 600 dpi optical resolution.
 - **Duplex/Simplex:** Scan both sides (duplex) or single side (simplex).
 - **Document Size:** A4, Letter, Legal, or auto-detection.
4. Click the "Scan" button in your software.
5. Review the scanned images and save them to your desired location and format (e.g., PDF, JPEG, TIFF).

MAINTENANCE

Regular maintenance ensures optimal performance and extends the life of your scanner.

1. Cleaning the Scanner

- **Exterior:** Wipe the exterior with a soft, dry, lint-free cloth. Do not use abrasive cleaners or solvents.
- **Glass Surface (Flatbed):** Use a soft cloth lightly dampened with glass cleaner (non-ammonia based) to clean the flatbed glass. Ensure it is dry before closing the cover.
- **ADF Rollers:** Refer to the detailed cleaning instructions in the full user manual for cleaning the feed rollers and separation rollers. Use a roller cleaning kit or a soft cloth dampened with isopropyl alcohol.
- **Sensors:** Gently wipe any visible dust from the optical sensors with a dry, soft cloth or cotton swab.

2. Consumable Replacement

The feed rollers and separation pad are consumable parts that wear out over time. Replace them when scanning performance degrades (e.g., misfeeds, double feeds). Consult the full user manual for specific replacement procedures and part numbers.

TROUBLESHOOTING

This section addresses common issues you might encounter.

- **Scanner not detected:**

- Ensure the scanner is powered on and the USB cable is securely connected to both the scanner and the computer.
- Verify that the correct drivers are installed. Reinstall if necessary.
- Try a different USB port or cable.

- **Paper jams:**

- Turn off the scanner and carefully remove any jammed paper.
- Check for any foreign objects inside the paper path.
- Ensure documents are properly aligned and not wrinkled or torn before feeding.
- Clean the feed rollers if jams are frequent.

- **Poor image quality:**

- Clean the flatbed glass and ADF rollers/sensors.
- Adjust scanning resolution and image enhancement settings in your software.
- Ensure documents are clean and free of debris.

- **Double feeds or misfeeds:**

- Adjust the paper guides to fit the document width snugly.
- Ensure the document stack is not too thick or uneven.
- Clean or replace the feed rollers and separation pad.

For more detailed troubleshooting, refer to the comprehensive user manual or the Fujitsu support website.

SPECIFICATIONS

Feature	Specification
Model Name	Fi-6230
Scanner Type	Document (ADF & Flatbed)
Optical Resolution	600 dpi
Connectivity Technology	USB
Standard Sheet Capacity (ADF)	50 sheets
Supported Sheet Sizes	A4, Letter, Legal
Item Weight	14 Pounds (approx. 6.35 kg)
Package Dimensions	27.3 x 20.1 x 14.5 inches (approx. 69.3 x 51.1 x 36.8 cm)
Minimum System Requirements	Windows 7 (or later)
Optical Sensor Technology	CIS (Contact Image Sensor)

WARRANTY AND SUPPORT

For information regarding warranty coverage, technical support, and service, please refer to the warranty card included with your product or visit the official Fujitsu support website. You can find drivers, software updates, and additional documentation there.

Fujitsu Support Website: www.fujitsu.com/global/support/