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> [IRIScan Express 4 Portable Scanner Instruction Manual](#)

IRIScan 458511

# IRIScan Express 4 Portable Scanner Instruction Manual

Brand: IRIScan | Model: 458511

## INTRODUCTION

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The IRIScan Express 4 is a portable color scanner designed for efficient document and image digitization. This manual provides essential information for setting up, operating, maintaining, and troubleshooting your scanner, ensuring you get the most out of its features, including its breakthrough OCR software for converting scans into editable files.

## SETUP

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### 1. Physical Connection

Connect the IRIScan Express 4 to your computer using the provided USB cable. The scanner is USB-powered, eliminating the need for an external power adapter. Ensure a secure connection to both the scanner and your computer's USB port.



Image: The IRIScan Express 4 scanner actively feeding a document, demonstrating its compact design and ease of use.

## 2. Software Installation

Before using the scanner, you must install the necessary drivers and the Readiris OCR software. Visit the official IRIScan support website and download the appropriate software package for your operating system (Windows 7 or later). Follow the on-screen instructions for installation. Registration may be required to access downloads.

Video: An overview of the IRIScan Express 4, demonstrating its USB connection and basic setup for scanning documents.

## OPERATING INSTRUCTIONS

### 1. Scanning Documents and Photos

- 1. Prepare Document:** Ensure your document or photo is flat and free of creases. The scanner supports single sheetfed scanning.
- 2. Insert Document:** Gently insert the document into the scanner's feeder slot. The scanner will automatically detect the document and prepare for scanning.
- 3. Initiate Scan:** Open the IRIScan software on your computer. Select your desired scan settings (color, resolution, file type). Click the 'Scan' button within the software. The scanner will feed the document through and capture the image.

4. **Review and Save:** After scanning, the image will appear in the software. You can review, edit, and then save the scanned document to your computer, cloud service, or email.



Image: A user operating the IRIScan Express 4, feeding a document into the scanner while connected to a laptop, illustrating its portable office use.

## 2. Adjusting Scan Settings

- **Resolution:** Choose from 300, 600, or 1200 dpi for varying levels of detail. Higher DPI results in larger file sizes.
- **Color Mode:** Select between color or black & white scanning based on your document type.
- **File Format:** Save scans as searchable PDFs, editable Word or Excel files, or image formats (e.g., JPEG).

Video: A demonstration of the IRIScan Express 4's '1 click to PDF' feature, highlighting its simplicity and efficiency for document conversion.

## MAINTENANCE

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### 1. Clearing Paper Jams

In the event of a paper jam, gently open the scanner's top cover to access the paper path. Carefully remove any jammed paper. Close the cover securely before resuming operation.

### 2. Cleaning the Scanner

Regularly clean the scanner's rollers and glass surface with a soft, lint-free cloth, slightly dampened with water or a mild, non-abrasive cleaner. This helps maintain optimal scan quality and prevents dust buildup.

## TROUBLESHOOTING

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- **Scanner Not Recognized:** Ensure the USB cable is securely connected. Verify that the correct drivers and software are installed from the IRIScan support website. Restart your computer and scanner.
- **Poor Scan Quality:** Check the document for creases or damage. Increase the scanning resolution (DPI) in the software settings. Clean the scanner's internal components as described in the Maintenance section.
- **Software Installation Issues:** If you encounter difficulties installing the software, refer to the detailed instructions on the IRIScan support website. Ensure your operating system meets the minimum requirements (Windows 7 or

later).

- **Paper Jams:** Follow the steps in the Maintenance section to clear any jammed documents. Ensure documents are inserted straight and are not too thick or thin for the scanner.

## SPECIFICATIONS

<b>Product Dimensions</b>	12.12 x 2.28 x 5.43 inches
<b>Item Weight</b>	1 pounds (16 ounces)
<b>Scanner Type</b>	Document
<b>Connectivity Technology</b>	USB
<b>Resolution</b>	1200 dpi (High-precision scanning resolutions: 300/600/1200 dpi)
<b>Color Depth</b>	24 Bits
<b>Standard Sheet Capacity</b>	1
<b>Optical Sensor Technology</b>	CIS
<b>Minimum System Requirements</b>	Windows 7
<b>Manufacturer</b>	Iris Inc

## WARRANTY

For detailed warranty information, please refer to the official IRIScan website or the documentation included with your product. Warranty terms and conditions may vary by region and retailer.

## SUPPORT

For further assistance, including driver downloads, software updates, and troubleshooting guides, please visit the official IRIScan support website. You can also find contact information for customer service there.

- Official IRIScan Website: [www.irislink.com](http://www.irislink.com)
- IRIScan Store: [Visit the IRIScan Store on Amazon](#)