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› [FUJITSU ScanSnap iX500 Document Scanner User Manual](#)

Fujitsu iX500 (PA03656-B305-R)

FUJITSU ScanSnap iX500 Document Scanner User Manual

Model: iX500 (PA03656-B305-R)

1. INTRODUCTION

This manual provides essential information for the safe and efficient use of your FUJITSU ScanSnap iX500 Document Scanner. Please read these instructions carefully before operating the device and retain them for future reference. The ScanSnap iX500 is designed for fast, high-quality document scanning, offering features such as one-button searchable PDF creation, duplex scanning, and versatile connectivity.



Figure 1.1: FUJITSU ScanSnap iX500 Document Scanner (Closed)

This image displays the FUJITSU ScanSnap iX500 Document Scanner in its compact, closed state, ready for storage or transport. The top cover is closed, and the paper output tray is retracted.

2. PACKAGE CONTENTS

Verify that all items listed below are included in your package:

- FUJITSU ScanSnap iX500 Document Scanner Unit
- Power Adapter and Cable
- USB 3.0 Cable
- Setup DVD-ROM (containing Drivers & utilities, ABBYY FineReader for ScanSnap 5.0, Scan to Microsoft SharePoint 3.4 (Windows), ABBYY FineReader Express Edition for Mac 8.3, Nuance Power PDF Converter (Mac), ScanSnap Manager 6.5, ScanSnap Organizer 5.5, ScanSnap Receipt 1.5, CardMinder 5.2, Nuance Power PDF Standard, ScanSnap Manager for Mac 6.3, ScanSnap Organizer for Mac 1.1, ScanSnap Receipt for Mac 1.5, CardMinder for Mac 5.2)
- Quick Start Guide

3. SETUP

Follow these steps to set up your ScanSnap iX500 scanner:

1. **Unpack the Scanner:** Carefully remove the scanner and all accessories from the packaging.
2. **Connect Power:** Connect the power adapter to the scanner and then plug it into an electrical outlet.
3. **Connect to Computer (USB):** Connect the USB 3.0 cable from the scanner to an available USB port on your computer.
4. **Install Software:** Insert the Setup DVD-ROM into your computer's optical drive and follow the on-screen instructions to install the ScanSnap Manager and other bundled software. Alternatively, download the latest software from the official Fujitsu ScanSnap support website.
5. **Configure Wi-Fi (Optional):** If you intend to use the scanner wirelessly, follow the instructions in the ScanSnap Manager software to connect the scanner to your Wi-Fi network.



Figure 3.1: Scanner with Covers Open

This image shows the FUJITSU ScanSnap iX500 Document Scanner with its top cover and paper output tray opened, indicating it is ready for document loading.

4. OPERATING INSTRUCTIONS

The ScanSnap iX500 is designed for simple, one-button scanning.

4.1 Loading Documents

1. Open the top cover and extend the paper output tray.
2. Adjust the paper guides to match the width of your documents.
3. Place documents face-down with the top edge facing into the scanner. Ensure documents are neatly stacked and within the paper guides. The Automatic Document Feeder (ADF) can hold up to 50 sheets.



Figure 4.1: Documents Loaded in Scanner

This image illustrates the FUJITSU ScanSnap iX500 Document Scanner with several documents loaded into its Automatic Document Feeder, ready for scanning.

4.2 Performing a Scan

1. Ensure the scanner is powered on and connected to your computer (via USB or Wi-Fi).
2. Load your documents into the ADF as described above.
3. Press the blue 'Scan' button on the front of the scanner.
4. The ScanSnap Manager software will launch (if not already running) and begin the scanning process.
5. After scanning, the software will display options for saving, editing, or sending your scanned documents.

4.3 Wireless Scanning

The ScanSnap iX500 supports wireless scanning to Mac, PC, iOS, or Android devices. Ensure the scanner is connected to your Wi-Fi network and the ScanSnap Connect Application is installed on your mobile device or ScanSnap Manager is configured for wireless on your computer.

5. MAINTENANCE

Regular maintenance ensures optimal performance and longevity of your scanner.

5.1 Cleaning the Scanner

- **Exterior:** Wipe the exterior with a soft, dry, lint-free cloth. Do not use abrasive cleaners or solvents.
- **Glass and Rollers:** Periodically clean the glass scanning surface and the feed rollers using a soft cloth lightly dampened with isopropyl alcohol or a specialized scanner cleaning solution. Refer to the detailed PDF manual for specific instructions on accessing internal components.

5.2 Consumables

The feed rollers and brake rollers are consumable parts that may need replacement after extensive use. Consult the full user guide for replacement procedures and recommended replacement intervals.

6. TROUBLESHOOTING

This section addresses common issues you might encounter.

- **Scanner Not Responding:**
 - Check power connections.
 - Verify USB cable connection or Wi-Fi status.
 - Restart the scanner and your computer.
- **Paper Jams:**
 - Open the scanner covers and carefully remove any jammed paper.
 - Ensure documents are loaded correctly and paper guides are adjusted.
 - Clean the feed rollers if they appear dirty or worn.
- **Poor Scan Quality:**
 - Clean the glass scanning surface and rollers.

- Adjust scan settings (e.g., resolution, color mode) in the ScanSnap Manager software.
- Ensure documents are free of wrinkles or tears.

For more detailed troubleshooting, refer to the comprehensive user guide or the ScanSnap support website.

7. SPECIFICATIONS

Feature	Specification
Scanner Type	Document Scanner
Scanning Modes	Color, Grayscale, Monochrome
Scanning Speed	Up to 25 ppm (pages per minute) / 50 ipm (images per minute) (A4, Color, 300 dpi, Duplex)
Optical Resolution	600 dpi x 600 dpi
Document Size	Minimum: 2.0 in. x 2.0 in. (50.8 mm x 50.8 mm) Maximum: 8.5 in. x 14.17 in. (216 mm x 360 mm) Long Document Scanning: Up to 34.0 in. (863 mm)
ADF Capacity	50 sheets (A4, 80 g/m ² or 20 lb)
Connectivity	USB 3.0, Wi-Fi (802.11b/g/n)
Product Dimensions (Closed)	10.4 in. (W) x 5.6 in. (D) x 5.5 in. (H) (292 mm x 159 mm x 168 mm)
Item Weight	5.6 pounds (2.7 kg)
Power Consumption	Operating: 20 W or less Sleep Mode: 1.6 W or less

8. WARRANTY AND SUPPORT

This product is sold as an Amazon Renewed item. For specific warranty details and support related to renewed products, please refer to the Amazon Renewed program terms and conditions or contact Amazon customer service directly. For technical support regarding the scanner's functionality, software, or drivers, please visit the official Fujitsu ScanSnap support website.

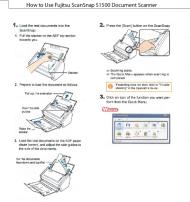
9. ADDITIONAL RESOURCES

For a complete and detailed user guide, including advanced features, detailed troubleshooting, and maintenance procedures, please download the official PDF manual:

[Download Full User Guide
\(PDF\)](#)

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Related Documents - iX500 (PA03656-B305-R)

	<p>Fujitsu ScanSnap S1300i: Portable Color Duplex Scanner for PC and Mac</p> <p>Overview of the Fujitsu ScanSnap S1300i, a portable color duplex scanner for PC and Mac, detailing its features, automatic scanning functions, software compatibility, system requirements, technical specifications, and included items.</p>
	<p>Fujitsu ScanSnap iX500 Wi-Fi Connection Guide for Windows</p> <p>A comprehensive guide to connecting your Fujitsu ScanSnap iX500 document scanner to a wireless network using Windows. This guide covers network setup, troubleshooting, and connecting to mobile devices.</p>
	<p>How to Use Fujitsu ScanSnap S1500 Document Scanner</p> <p>Instructions on how to use the Fujitsu ScanSnap S1500 document scanner, covering document loading, scanning initiation, saving to folders, and scanning to applications like Word and Excel.</p>
	<p>Fujitsu ScanSnap Organizer User's Guide</p> <p>User's guide for Fujitsu ScanSnap Organizer software, detailing installation, operation, file management, scanning, and updating procedures for PDF and JPEG files.</p>



[Fujitsu ScanSnap Safety Precautions for iX1600, iX1400, iX1300](#)

This document provides essential safety precautions for operating Fujitsu ScanSnap iX1600, iX1400, and iX1300 color image scanners. It covers warnings, safe usage guidelines, and important notes for users.



[Fujitsu fi-7140/7240 Image Scanner: Getting Started Guide](#)

This guide provides essential information for setting up and starting to use the Fujitsu fi-7140 and fi-7240 color image scanners, including component checks, software installation, and initial scanning procedures.