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> [Fujitsu ScanSnap iX1500 Color Duplex Document Scanner User Manual](#)

ScanSnap iX1500

Fujitsu ScanSnap iX1500 Color Duplex Document Scanner

User Manual

Brand: ScanSnap | Model: iX1500

1. INTRODUCTION

The ScanSnap iX1500 is a versatile color duplex document scanner designed for efficient document management in home or small office environments. It features a user-friendly touch screen and supports both wireless and USB connectivity, making it easy to integrate into various setups.

Key Features:

- Large, intuitive 4.3 inch touch screen for easy one-touch scanning.
- PC-less scanning to popular cloud services (Google Drive, Dropbox), desktop folders, and mobile devices.
- Sharing capabilities with multiple users via one scanner, allowing for unique user profiles and specific folder destinations.
- Includes ScanSnap Home software for comprehensive document capture, organization, and management.
- Flexible connectivity options with Wi-Fi and USB.
- Fast Startup mode for immediate scanning upon opening the lid.
- Gently rounded feeding chute to prevent paper curling and reduce misfeeds.
- High-speed scanning at 30 sheets per minute with a 50-sheet automatic document feeder.
- Automated features for perfect scans: auto color detection, size detection, blank page removal, deskew, and rotation.



Figure 1: ScanSnap iX1500 Document Scanner

This image displays the Fujitsu ScanSnap iX1500 scanner in its open position, revealing the document feeder and the central touch screen. The scanner is white with dark gray accents.

2. SETUP

2.1 Unboxing and Placement

Carefully remove all components from the packaging. Ensure all protective materials are removed from the scanner. Place the scanner on a stable, flat surface with adequate space for document feeding and output. The compact design allows for flexible placement.

- **Dimensions:** 11.5 x 6 x 6.3 inches (W x D x H)
- **Item Weight:** 7.5 pounds

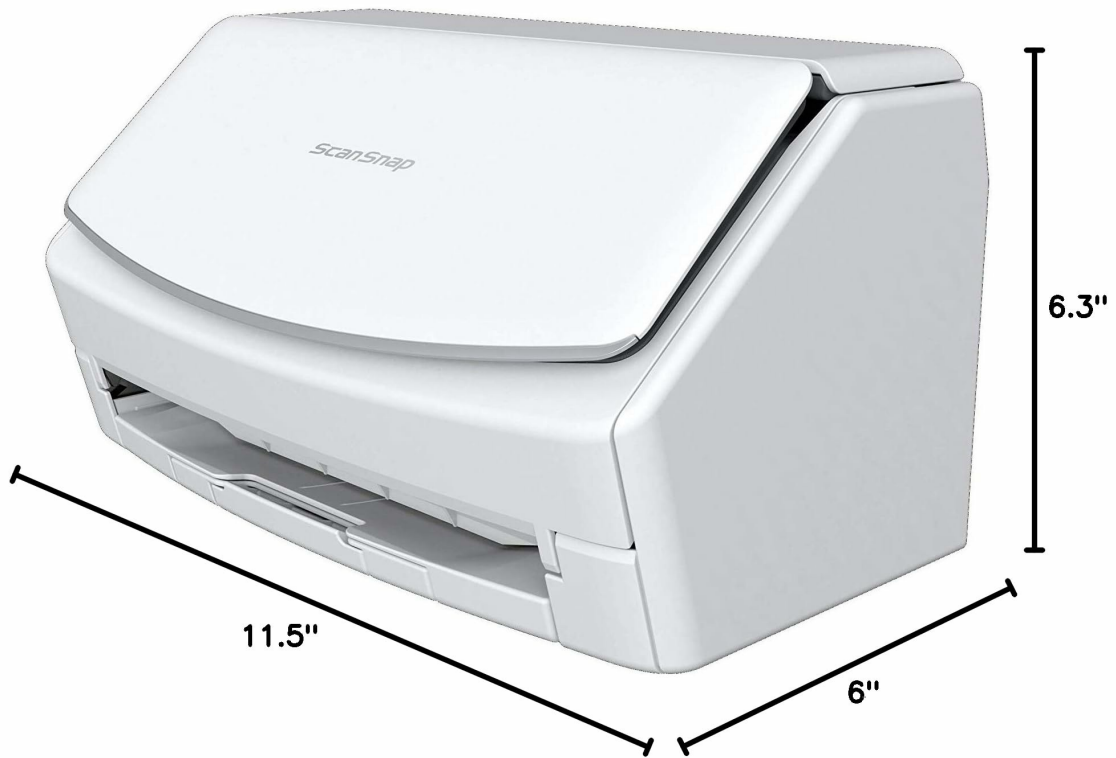


Figure 2: ScanSnap iX1500 Dimensions

This image shows the ScanSnap iX1500 scanner from a side-front angle with its key dimensions (width, depth, height) clearly marked, highlighting its compact form factor.

2.2 Connecting the Scanner

The ScanSnap iX1500 offers both USB and Wi-Fi connectivity.

1. **Power Connection:** Connect the AC adapter to the scanner and plug it into a power outlet.
2. **USB Connection (Optional):** For a direct connection, use the provided USB 3.1 cable to connect the scanner to your computer.
3. **Wi-Fi Connection:**
 - Turn on the scanner.
 - Follow the on-screen instructions on the touch screen to connect to your wireless network. The scanner supports 2.4 GHz and 5 GHz networks.

2.3 Software Installation

The ScanSnap iX1500 requires the ScanSnap Home software for full functionality. This software allows you to manage settings, organize documents, and utilize advanced scanning features.

1. **Automatic Download:** In many cases, connecting the scanner to your computer via USB will automatically trigger the download prompt for the necessary software.
2. **Manual Download:** If the automatic download does not occur, visit the official ScanSnap support website to download the latest ScanSnap Home software for your operating system (Mac or PC).
3. **Installation:** Follow the on-screen instructions to complete the software installation.

Included in the Box: ScanSnap iX1500, AC Cable, AC Adapter, USB 3.1 Cable, Receipt Guide, Nuance License.

3. OPERATING THE SCANNER

3.1 Loading Documents

The ScanSnap iX1500 features an automatic document feeder (ADF) that holds up to 50 sheets of standard office paper. It can also handle various media types including business cards, photos, and receipts.

1. Open the scanner lid to activate Fast Startup mode.
2. Adjust the paper guides to fit the width of your documents.
3. Place documents face-down into the feeder. Ensure the documents are aligned properly to prevent misfeeds. The gently rounded feeding chute helps prevent curling.



Figure 3: Loading Documents

This image shows a stack of documents, including a business card, being placed into the automatic document feeder of the ScanSnap iX1500 scanner, ready for scanning.

3.2 Using the Touch Screen

The 4.3-inch touch screen provides an intuitive interface for selecting scan profiles and destinations.

1. **Select a Profile:** Tap on the desired icon on the touch screen to select a pre-configured scan profile (e.g., Auto Scan, Manage Business, Household Expense, Share Docs).
2. **Customize Settings:** You can customize scan settings such as resolution, color mode, and duplex scanning through the ScanSnap Home software. These settings can be saved as shortcut buttons on the touch screen for easy retrieval.
3. **Initiate Scan:** Press the large "Scan" button on the touch screen or the physical scan button on the scanner to begin scanning.



Figure 4: Touch Screen Interaction

This image captures a hand with a finger poised to press the "Scan" button on the vibrant touch screen of the ScanSnap iX1500, demonstrating the ease of operation.

3.3 Saving Scanned Documents

After scanning, the ScanSnap Home software will prompt you to save your documents. You can choose from various destinations:

- **Local Storage:** Save directly to your computer's desktop or specified folders.
- **Cloud Services:** Easily scan to popular cloud services such as Google Drive, Dropbox, and others. ScanSnap Cloud can automatically determine document type and destination.
- **Mobile Devices:** Send scanned documents directly to your connected mobile devices.

The software also allows for editing, naming, and viewing metadata of your documents.

4. MAINTENANCE

Regular maintenance ensures optimal performance and longevity of your ScanSnap iX1500 scanner.

4.1 Cleaning the Scanner

Dust and paper residue can accumulate inside the scanner, affecting scan quality. It is recommended to clean the scanner regularly.

1. Turn off and unplug the scanner before cleaning.

2. Use a soft, lint-free cloth lightly dampened with water or a mild, non-abrasive cleaner to wipe the exterior.
3. Open the scanner and gently wipe the glass scanning surface and rollers with a clean, dry, lint-free cloth. Avoid using harsh chemicals or abrasive materials.
4. Ensure all parts are dry before closing the scanner and plugging it back in.

4.2 Software Updates

Periodically check for updates to the ScanSnap Home software. Updates often include performance improvements, bug fixes, and new features.

- Open ScanSnap Home software on your computer.
- Navigate to the update section (usually found in settings or help menu) and check for available updates.
- Install any recommended updates to ensure compatibility and optimal functionality.

5. TROUBLESHOOTING

This section addresses common issues you might encounter with your ScanSnap iX1500 scanner.

5.1 Paper Jams

If a paper jam occurs, the scanner will typically stop and indicate an error. Follow these steps:

1. Turn off the scanner.
2. Open the scanner lid and carefully remove any jammed paper. Be gentle to avoid tearing the paper or damaging internal components.
3. Close the lid and turn the scanner back on.
4. Attempt to scan again.

5.2 Connectivity Issues

If the scanner is not connecting to your computer or network:

- **USB Connection:** Ensure the USB cable is securely connected to both the scanner and the computer. Try a different USB port or cable.
- **Wi-Fi Connection:**
 - Verify that the scanner is connected to the correct Wi-Fi network. Check network settings on the scanner's touch screen.
 - Ensure your Wi-Fi router is functioning correctly and within range.
 - Restart both the scanner and your Wi-Fi router.

5.3 Software-Related Issues

Some users may experience challenges with initial software setup or document management conflicts:

- **Installation Difficulty:** The installation process can sometimes be complex. Refer to the detailed setup guides available on the official ScanSnap support website for step-by-step instructions.
- **Default Settings:** If scan results are not as expected, check the default settings within the ScanSnap Home software. Adjust resolution, color, and other parameters to suit your needs.
- **ScanSnap Home Document Management:** If you use other applications (e.g., Adobe Acrobat, PDF Expert) in your workflow, ScanSnap Home might become unresponsive after using these apps. To resolve this, you can

either restart ScanSnap Home or disable its document management feature within the software settings if you prefer to manage documents with external applications.

6. SPECIFICATIONS

| Feature | Specification |
|--|--------------------------------------|
| Product Dimensions | 11.5 x 6 x 6.3 inches |
| Item Weight | 7.5 pounds |
| Scanner Type | Document Scanner (Color Duplex) |
| Connectivity Technology | USB, Wi-Fi |
| Resolution | 600 dpi |
| Scanning Speed | 30 sheets per minute |
| Automatic Document Feeder (ADF) Capacity | 50 sheets |
| Media Types Supported | Business Card, Paper, Photo, Receipt |
| Sheet Size | Letter, A4 |
| Model Name | iX1500 China White |
| Item Model Number | 5NQ887 |

7. WARRANTY AND SUPPORT

For detailed warranty information and technical support, please refer to the official ScanSnap website or contact Fujitsu customer service.

The ScanSnap Home software also provides resources and guides to assist with common questions and issues.

Online Resources:

- Visit the [ScanSnap Store on Amazon](#) for product information and accessories.
- Consult the comprehensive online user manual for the ScanSnap iX1500 for more in-depth guidance.