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› [Plustek](#) /

› [Plustek OpticPro A320E Flatbed Scanner User Manual](#)

## Plustek A320E

# Plustek OpticPro A320E Flatbed Scanner User Manual

Model: A320E

## 1. INTRODUCTION

This manual provides instructions for the setup, operation, maintenance, and troubleshooting of your Plustek OpticPro A320E flatbed scanner. The OpticPro A320E is designed for professional large-format scanning, accommodating documents up to 12" x 17" (A3 size). It features a CCD sensor for accurate color reproduction and offers a scanning speed of approximately 7.8 seconds for an A3-sized document.

The scanner is compliant with Windows, Mac, ICA, and TWAIN standards, ensuring broad compatibility with various operating systems and imaging software.



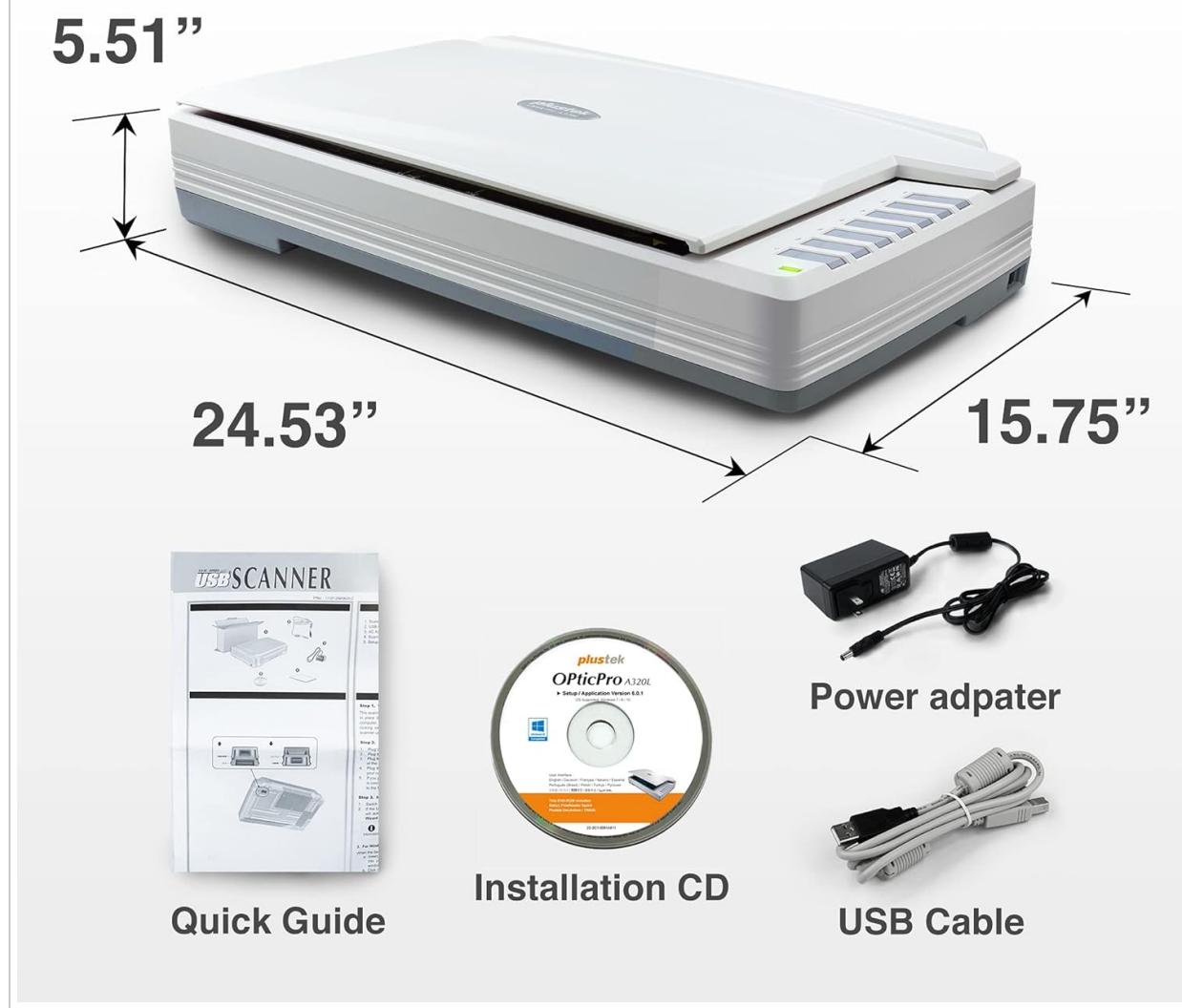
*Image: The Plustek OpticPro A320E scanner positioned among different types of documents it can scan, including textiles, printed materials, technical drawings, and artistic works.*

## 2. PACKAGE CONTENTS

Before proceeding with the installation, please verify that all items listed below are present in your scanner package. If any item is missing or damaged, contact your vendor or Plustek customer support.

- Plustek OpticPro A320E Flatbed Scanner
- Power Adapter
- USB Cable
- Quick Guide
- Installation CD (contains drivers and software)

# In the box



*Image: A visual representation of the items included in the Plustek OpticPro A320E scanner package, laid out for inspection.*

## 3. SETUP INSTRUCTIONS

### 3.1. Physical Connection

1. Place the scanner on a stable, flat surface near your computer.
2. Connect the USB cable from the scanner to an available USB port on your computer.
3. Connect the power adapter to the scanner's power input, then plug the adapter into an electrical outlet.
4. Turn on the scanner using the power button.

### 3.2. Driver and Software Installation

The Plustek OpticPro A320E requires specific drivers and software for full functionality. It is recommended to download the latest versions directly from the official Plustek website for optimal performance and compatibility.

1. **Download Drivers and Software:** Visit the Plustek official website and navigate to the support section for the OpticPro A320E. Download the appropriate drivers and the DocAction (for Windows) or

MacAction (for Mac) software for your operating system.

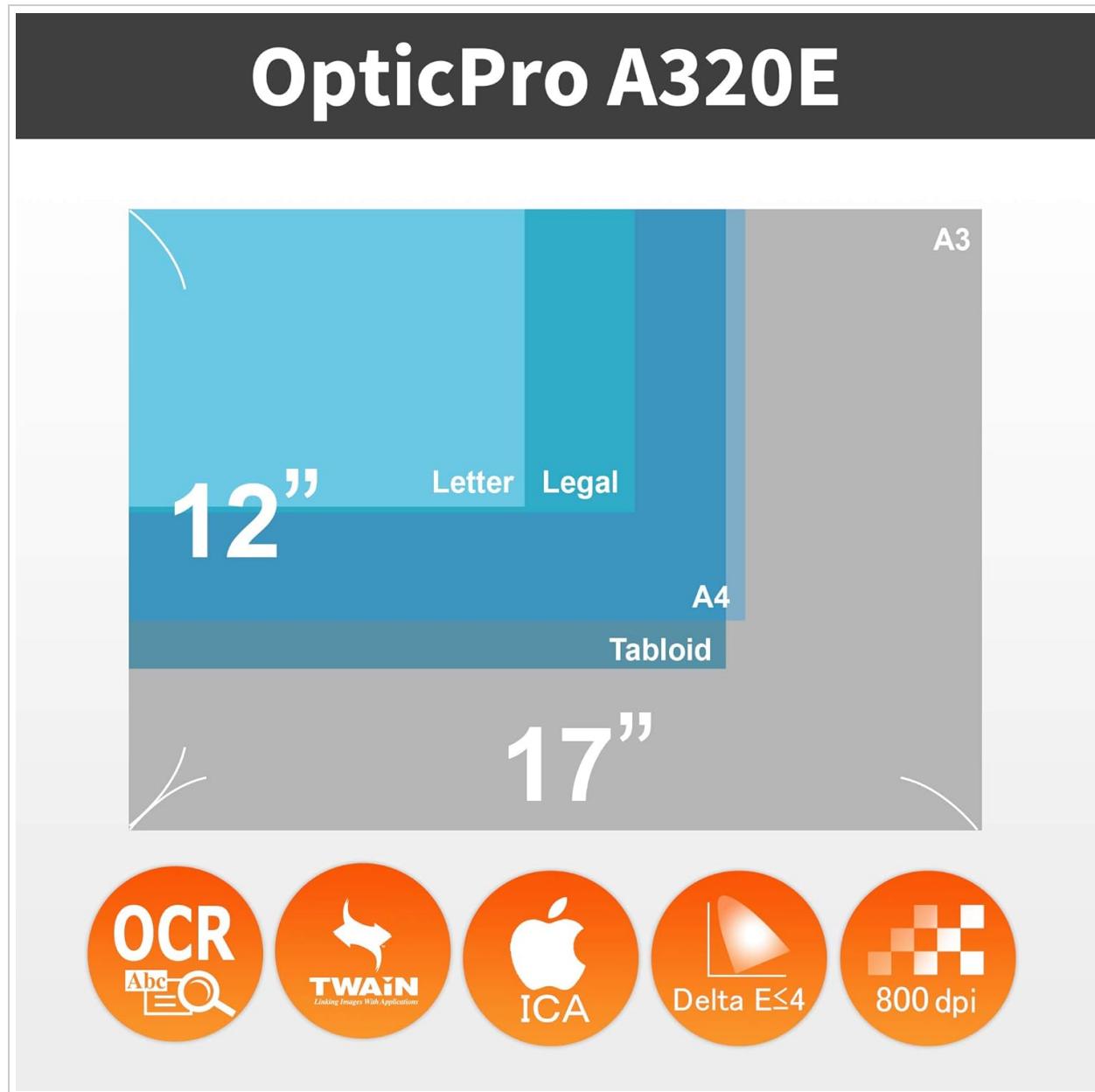
2. **Install Software:** Run the downloaded installer package. Follow the on-screen prompts to complete the installation of the drivers and scanning utility software.
3. **Restart Computer:** After installation, it may be necessary to restart your computer to ensure all drivers are properly loaded.

The scanner supports Windows 7/8/10/11 (64-bit versions only) and Mac OS X 10.13 to 13.x. For Linux and SANE driver information, please consult Plustek support.

## 4. OPERATING THE SCANNER

### 4.1. Placing Documents for Scanning

Carefully lift the scanner lid. Place the document or object face down on the scanner glass, aligning it with the corner guide. Ensure the document lies flat against the glass to prevent distortion in the scanned image. The scanner supports a maximum scan area of 12" x 17" (A3).

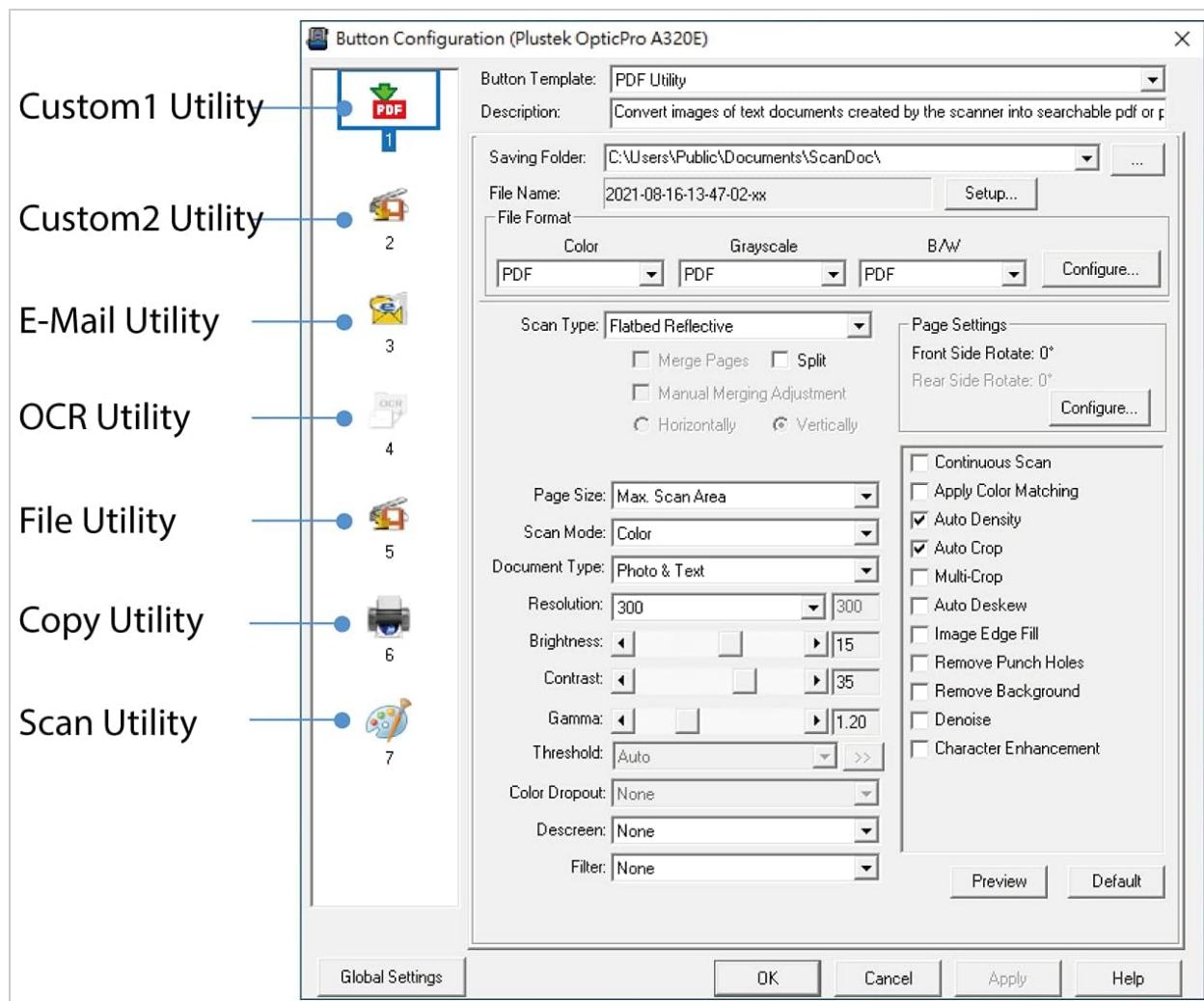


*Image: An illustration detailing the supported scanning dimensions and key features of the OpticPro A320E, including its A3 size capability and 800 dpi resolution.*

## 4.2. Using DocAction / MacAction Software

The DocAction (Windows) or MacAction (Mac) software provides an interface for managing your scanning tasks. It allows you to configure scan settings and define post-scan actions.

- **Scan-to-Print:** Directly send scanned images to a printer.
- **Scan-to-Email:** Attach scanned documents to an email.
- **Scan-to-Folder:** Save scanned files to a specified folder on your computer, a Windows Public Folder, or an FTP Web Folder.
- **OCR Function:** Utilize Optical Character Recognition to convert scanned images into searchable PDF files or editable text formats, enhancing productivity.



**DocAction**

**MacAction**

*Image: A screenshot of the DocAction software, illustrating the various settings and customization options available for scan profiles and one-touch buttons.*

### 4.3. One-Touch Scan Buttons

The scanner features customizable one-touch buttons on its front panel, allowing for quick execution of predefined scanning tasks. These buttons can be configured through the DocAction/MacAction software to perform actions such as:

- **OCR Utility:** Scan and convert to searchable PDF or editable document formats.
- **File Utility:** Scan and save to various image or document file formats (e.g., JPG, PDF, DOC).
- **Copy Utility:** Scan and send directly to a printer.
- **Scan Utility:** Perform a general scan, often opening the image in an editing application like Photoshop.

You can assign different utilities to buttons 1 through 7 based on your specific needs.



*Image: A visual guide to the one-touch scan buttons, demonstrating how each button can initiate a specific workflow, such as converting to PDF with OCR or saving to a file.*

### 4.4. Batch Scanning

The OpticPro A320E supports batch scanning, allowing you to scan multiple printed images or documents consecutively. These can then be saved as individual files or compiled into a single multi-page PDF document on your PC or Mac.

## 4.5. TWAIN and WIA Support

The scanner includes industry-standard TWAIN and WIA drivers, ensuring compatibility with a wide range of third-party imaging and document management software applications.

## 5. MAINTENANCE

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Regular maintenance helps ensure optimal performance and longevity of your scanner.

### 5.1. Cleaning the Scanner Glass

Dust, smudges, or debris on the scanner glass can affect scan quality. To clean:

1. Turn off the scanner and unplug the power adapter.
2. Use a soft, lint-free cloth lightly dampened with a non-abrasive glass cleaner. Do not spray cleaner directly onto the glass.
3. Gently wipe the scanner glass until it is clean and dry.
4. Ensure no moisture seeps into the scanner's interior.

### 5.2. Cleaning the Exterior

Wipe the exterior surfaces of the scanner with a soft, dry cloth. Avoid using harsh chemicals or abrasive cleaners, as these can damage the scanner's finish.

## 6. TROUBLESHOOTING

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This section addresses common issues you might encounter with your Plustek OpticPro A320E scanner.

### 6.1. Scanner Not Detected by Computer

- **Check Connections:** Ensure the USB cable is securely connected to both the scanner and the computer, and the power adapter is properly plugged in and the scanner is powered on.
- **USB Port:** Try connecting the scanner to a different USB port on your computer.
- **Drivers:** Verify that the correct drivers for your operating system are installed. Reinstall them if necessary, ensuring you download the latest versions from the Plustek website.
- **Restart:** Restart your computer and the scanner.

### 6.2. Scan Quality Issues (e.g., blurry images, lines, incorrect colors)

- **Clean Scanner Glass:** Dust or smudges on the scanner glass can cause artifacts. Refer to Section 5.1 for cleaning instructions.
- **Document Placement:** Ensure the document is placed flat and correctly aligned on the scanner glass.
- **Scan Settings:** Check the resolution and color settings in your DocAction/MacAction software. Higher resolution settings generally produce clearer images but result in larger file sizes.
- **Software Calibration:** Some software may offer calibration options to optimize scan quality.

### 6.3. Software Not Launching or Crashing

- **Reinstall Software:** Uninstall the DocAction/MacAction software and reinstall the latest version from the Plustek website.
- **Operating System Compatibility:** Ensure your operating system version is supported by the scanner and its software.

- **System Resources:** Close other demanding applications that might be consuming system resources.

## 7. SPECIFICATIONS

Feature	Specification
Model Name	OpticPro A320E
Scanner Type	Flatbed Image Scanner
Scan Area (Max)	12" x 17" (A3)
Resolution	800 dpi
Scan Speed	7.8 seconds (for A3 size)
Color Depth	8 bpp
Connectivity Technology	USB
Product Dimensions (D x W x H)	15.75" x 24.53" x 5.51"
Item Weight	16.5 pounds (7.5 Kilograms)
Supported Operating Systems	Windows 7/8/10/11 (64 bit), Mac OS X 10.13 to 13.x
Standard Sheet Capacity	300 (Note: This specification might refer to an ADF capacity, which is not typical for a flatbed scanner. Please refer to product documentation for clarification if an ADF accessory is available.)

## 8. SUPPORT AND WARRANTY

### 8.1. Customer Support

For technical assistance, product inquiries, or troubleshooting beyond the scope of this manual, please contact Plustek customer support. Support options typically include:

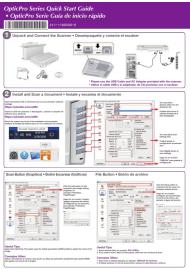
- Online Chat via the Plustek official website.
- Phone Support.
- Email Support.

Refer to the Plustek official website for the most current contact information and support resources.

### 8.2. Product Warranty

Information regarding the warranty period and terms for your Plustek OpticPro A320E scanner can be found in the warranty card included with your product or on the official Plustek website. Please retain your proof of purchase for warranty claims.

## Related Documents - A320E

	<p><a href="#">Plustek OpticPro Series Quick Start Guide</a></p> <p>A quick start guide for the Plustek OpticPro Series scanners, covering unpacking, connecting, installing software, and basic scanning operations for both OCR and PDF formats. Includes troubleshooting tips.</p>
	<p><a href="#">Plustek MobileOffice D430 Scanner User Manual</a></p> <p>This manual provides instructions for installing, using, and maintaining the Plustek MobileOffice D430 scanner. It covers setup, scanning procedures, cleaning, troubleshooting, and specifications.</p>
	<p><a href="#">Plustek MobileOffice S410 Plus Scanner User's Guide</a></p> <p>Comprehensive user guide for the Plustek MobileOffice S410 Plus scanner, detailing installation, software setup, scanning procedures, maintenance, troubleshooting, technical specifications, warranty information, and FCC compliance.</p>
	<p><a href="#">Plustek OpticSlim Scanner User's Guide and Support Information</a></p> <p>Comprehensive user guide for the Plustek OpticSlim scanner, covering installation, operation, software usage (DocAction, TWAIN), maintenance, troubleshooting, and support resources.</p>
	<p><a href="#">Plustek SecureScan X200 User's Guide: Installation and Specifications</a></p> <p>Comprehensive user's guide for the Plustek SecureScan X200 scanner, covering installation, setup, system requirements, specifications, warranty, and FCC compliance. Learn how to connect and operate your scanner.</p>

**plustek**

Scanner User's Guide  
OpticSlim



### [Plustek OpticSlim Scanner User's Guide for macOS](#)

This user's guide provides comprehensive instructions for the Plustek OpticSlim scanner, covering installation, setup, scanning procedures, maintenance, troubleshooting, system requirements, specifications, and warranty information for macOS users.