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PenPower PPWorldCard

PenPower WorldCard Cloud Business Card Scanner User Manual

Model: PPWorldCard

1. INTRODUCTION

The PenPower WorldCard Cloud is an advanced business card scanner designed to streamline contact management. This device, coupled with its cloud-based software, allows users to efficiently digitize, store, and access business card information across multiple platforms and devices. Its ergonomic design and powerful optical character recognition (OCR) technology ensure high accuracy and ease of use.



Image: The PenPower WorldCard Cloud scanner, shown with its software interface on a computer screen, demonstrating its primary function of digitizing business cards.

2. KEY FEATURES

- **Award-Winning Design:** Features a tilting “open mailbox” entrance for easy card insertion and an innovative built-in USB cable.
- **Rapid Digitization:** Digitize business cards in seconds using advanced optical character recognition (OCR) technology.
- **Multi-Language Support:** High recognition rates for 26 languages, including English, Japanese, Korean, French, German, Italian, Traditional and Simplified Chinese.
- **Cloud Synchronization:** Save and manage contacts on the cloud, accessible anytime, anywhere from iPhone/Android phones, Mac/Windows PCs, and web browsers.
- **Automatic Backup:** Data is protected with an automatic backup function.
- **Multiple Functions:** Includes category management, keyword searches, print samples, direct call making, emailing, route planning, and social network connections.
- **Extensive Data Exchange:** Seamless integration with Salesforce, and compatibility with software and mail servers like Excel, Lotus Notes, ACT!, MS Exchange, Office 365, and Google Contact. Export contacts to vCard, CSV, Text, and image file formats.

WorldCard Cloud

Save and manage your contacts on the cloud



Digitize business cards in multiple languages



Sync contacts across all your devices



Powerful functions for multiple platforms



Award winning design

Image: The WorldCard Cloud software interface showing business cards digitized in various languages, highlighting its multilingual OCR capability.

Digitize business cards in Multiple languages.

Support English, Japanese, Korean, French, German,
Italian, Spanish, Arabic, Chinese, etc.



Image: An illustration depicting the WorldCard Cloud's ability to synchronize contacts across various devices, including smartphones, tablets, and computers, via a cloud server.

Convenient to make calls, send emails, plan routes, share digital business cards and connect to social networks.



Image: The WorldCard Cloud software interface displaying icons for various functions such as making calls, sending emails, and planning routes, all integrated with digitized contact information.

3. SETUP

3.1 Hardware Connection

1. Unpack the WorldCard Cloud scanner and ensure all components are present.
2. Locate the built-in USB cable stored in the rear of the scanner.
3. Connect the USB cable from the scanner to an available USB port on your Windows PC or Mac.
4. The scanner is USB-powered and does not require an external power adapter.

3.2 Software Installation

1. Insert the provided software installation disc into your computer's optical drive, or download the latest software from the official PenPower website.
2. Follow the on-screen instructions to install the WorldCard Cloud application.

3. During installation, you will be prompted to enter your 1-year software activation license key. Ensure you have this key available.
4. After successful installation, launch the WorldCard Cloud application.

3.3 Account Setup

1. Upon first launch, create a WorldCard Cloud account or log in if you already have one.
2. This account will be used to synchronize your contacts across all your devices.

4. OPERATING INSTRUCTIONS

4.1 Scanning Business Cards

1. Open the WorldCard Cloud application on your computer.
2. Ensure the scanner is connected and recognized by the software.
3. Gently insert a business card into the tilting “open mailbox” entrance of the scanner. The scanner will automatically detect the card.
4. The software will automatically scan the card, perform OCR, and display the recognized information.
5. Review the digitized information for accuracy. Make any necessary corrections in the software.
6. Save the contact to your WorldCard Cloud account.

4.2 Managing Contacts

- **Category Management:** Organize contacts into custom categories for easy retrieval.
- **Keyword Search:** Use the search function to quickly find contacts by name, company, or any other keyword.
- **Direct Actions:** Within the application, you can directly initiate calls, send emails, plan routes, and connect to social networks using the contact information.
- **Data Export:** Export contact data to various formats such as vCard, CSV, Text, and image files for use with other applications.
- **Integration:** Integrate your contacts with CRM systems like Salesforce or mail servers such as Excel, Lotus Notes, ACT!, MS Exchange, Office 365, and Google Contact.



Image: The WorldCard Cloud software demonstrating its capability to sync and exchange data with popular platforms like Salesforce, Google Contacts, Outlook, Excel, and Lotus Notes.

Your browser does not support the video tag.

Video: An official product video from PenPower Inc. showcasing the features and functionality of the WorldCard Cloud Business Card Scanner, including its cloud synchronization capabilities.

5. MAINTENANCE

- **Cleaning:** Regularly clean the scanner's card slot with a soft, dry, lint-free cloth to prevent dust and debris from affecting scan quality. Avoid using liquid cleaners directly on the scanner.
- **Software Updates:** Periodically check for software updates to ensure optimal performance, compatibility, and access to the latest features. Updates can usually be found on the PenPower official website.
- **Data Backup:** While WorldCard Cloud offers automatic backup, it is recommended to regularly export

your contact data to a local storage device as an additional precaution.

6. TROUBLESHOOTING

- **Scanner Not Recognized:** Ensure the USB cable is securely connected to both the scanner and the computer. Try a different USB port. Restart the computer and the WorldCard Cloud application.
- **Poor Scan Quality/OCR Errors:** Ensure business cards are clean and free from creases or damage. Clean the scanner's card slot. Verify that the card is inserted correctly and flat.
- **Software Not Launching:** Check if the software installation was completed successfully. Reinstall the application if necessary. Ensure your operating system meets the minimum requirements.
- **Synchronization Issues:** Verify your internet connection is stable. Log out and log back into your WorldCard Cloud account within the application. Check the PenPower support website for any service outages.
- **Card Jams:** Gently pull the card out from the input or output slot. Avoid forcing the card. Ensure cards are not bent or excessively thick.

7. SPECIFICATIONS

Feature	Detail
Product Dimensions	4.21 x 3.94 x 1.1 inches
Item Weight	12.5 ounces (0.35 Kilograms)
Model Number	PPWorldCard
Scanner Type	Business Card
Brand	PenPower
Model Name	WorldCard Cloud
Connectivity Technology	USB
Resolution	300 DPI
Color Depth	1 bits
Standard Sheet Capacity	1
Optical Sensor Technology	CMOS or CCD
Minimum System Requirements	macOS and Windows

8. WARRANTY AND SUPPORT

For warranty information, technical support, and additional resources, please refer to the official PenPower website or the documentation included with your product. You can also contact PenPower customer service directly for assistance with product registration, troubleshooting, or service requests.

Online Resources: Visit the PenPower Store on Amazon for product updates and support information.