Getting Started

This Quick User Guide helps you get started with the IRIScan™ Anywhere 6.

Please read this guide before operating this scanner and its software. All information is subject to change without prior notice.

Software delivered with this scanner are: **Readiris**™ and **Cardiris**™ (PC and Mac), and **InstantResult**™ (PC only).

For detailed information about the full range of features of Readiris[™] and Cardiris[™], consult the **help file** provided with the software, or the latest **User Guides** on http://www.irislink.com.

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1. Introduction

The IRIScan™ Anywhere is designed to be used on its own, disconnected from any computer. The documents you scan are stored on the scanner's microSD card. From there they can be loaded into Readiris™, and accessed via Wifi through any Internet browser, and via the IRIScan™ Anywhere app for iOS and Android.

Note that the IRIScan[™] Anywhere 6 is not a Twain-based scanner that can be used from within any application to scan documents. Instead, think of it as an external storage device that is able to scan independently. Via the IRIScan[™] Anywhere app, however, it can be used to scan directly to your mobile devices.

2. Software installation

2.1 Added value

You can use **Readiris™** to load the scans from the removable disk and convert them into compressed and text-searchable output formats (PDF searchable).

You can use Cardiris™ to turn your business cards into digital contacts (contact management software).

InstantResult™ allows you to perform, in real time, some actions on a scanned page (one page at a time only!)

- convert your scanned documents into editable text;
- perform editing actions such as image rotation, cropping, etc.;
- save them as non-editable (image files) or editable files (Word, PDF, etc.).

Check the **System Requirements** to make sure your system is compatible.

2.2 Installation

- 1. Go to http://www.irislink.com/start.
- 2. Scroll down to IRIScan™ Anywhere 6 Wifi.
- 3. Select the version you acquired and click Getting Started.
- 4. Then click **Start now**.
- 5. Complete the form and click **Register now**.
- 6. Select the required Operating System.
- 7. Click **Download** to download the software.
- 8. Go to the location where you downloaded the software, and run the installation file.
- 9. The following setup screen is displayed:

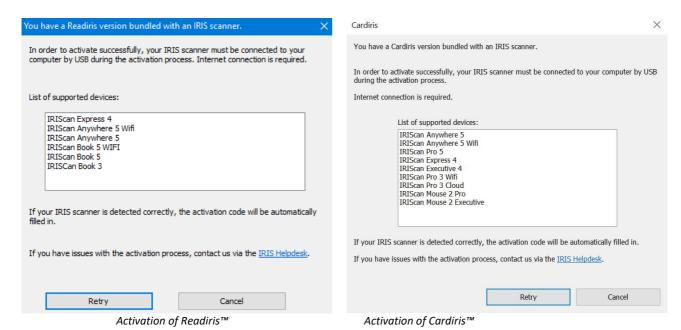
WARNING: install the different software applications in the order indicated below.



- 10. Click **Readiris™ Pro** to install it. Follow the on-screen instructions.
- 11. Click Cardiris™ Corporate to install it. Follow the on-screen instructions.
- 12. Click InstantResult™ to install it. Follow the on-screen instructions.
- 13. Connect your scanner when needed.

2.3 Activation

The license numbers required to activate **Readiris™** and **Cardiris™** will be retrieved automatically on the condition that your scanner is connected to your computer by USB during activation process.



For detailed information about the full range of features of **Readiris™** and **Cardiris™**, consult the **help file** provided with the software, or the latest **User Guides** on http://www.irislink.com.

3. Prepare the Scanner

3.1 Charge the Battery

Before you can use the IRIScan™ you must first charge the built-in battery:

• Connect the scanner to a computer with the included USB cable.

or

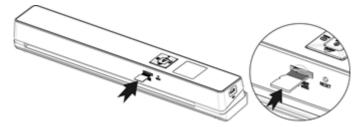
Connect the scanner to an AC/DC power adapter via USB.

When the battery is fully charged, the indicator led becomes green.

3.2 Insert the microSD Memory Card

- 1. Power OFF the scanner.
- 2. Insert the microSD card gently into the card slot until the card is latched.

 The position how the card must be inserted is shown in the image below and on the scanner itself.



WARNING: max. 32GB of Memory Storage Capacity

4. Buttons and Settings

4.1 The Scanner Buttons



| Button | Button name - Description |
|-------------------|--|
| □ | Power/Enter. Press for 2 seconds to power on/off. The display lights up when powered on. |
| | Menu. Press to access the Scanner Settings. |
| 前 | Delete |
| ↑ DPI 🛜 | DPI/Wifi/Up |
| JPG PDF | JPG/PDF/Down |
| F | Play/Preview (no zoom function) |
| <u></u> | Exit/Back |
| USB port | Insert the provided USB cable and connect to a computer to view and transfer files, and to charge the built-in battery. An AC/DC power adapter (not included) can also be used to charge the battery. |
| microSD card slot | Insert the microSD card in this slot. |
| Paper guide | Adjust to scan documents of different sizes. |
| | |

4.2 The Scanner Settings

Press the **Menu** button to access the Scanner Settings

| Menu Options on Display | Settings | Description | | | |
|---|--|--|--|--|--|
| E 11/1 | MicroSD card | Transfer your scans via the provided micro SD card. | | | |
| | | You can also transfer them via the provided micro USB cable | | | |
| | | Transfer your scans via Wifi. | | | |
| | Wifi | You can also transfer them via the provided microSD card or the provided micro USB cable. | | | |
| ## No. 17/1 | PC mode | PC mode is available <u>only</u> when you connect the micro USB cable to your computer. | | | |
| | | See <u>Scan documents while using the micro USB cable</u> . | | | |
| 11:28 0007 FDF 1200001 | Color choice Color B&W | Scan images in color or black-and-white (grey levels). | | | |
| JPG JPG JPG JPG PDF | Output format of your scanned file • JPG • PDF | Save your images as JPG images or PDF files. | | | |
| DPI 50000 | Resolution choice | Scan images in a resolution of 300, 600 or 1200 DPI. | | | |
| 11:28 0007 | 300 DPI600 DPI1200 DPI | 300 dpi is ideal if you want to convert your scans into editable text on PC with the InstantResult™ software. | | | |
| | | 600 and 1200 dpi are mostly used to scan photos. | | | |
| JPG G | Encryption | IRIScan™ Anywhere can save images as encrypted files. That way the files can only be read on a computer if you connect the scanner to it. The files will not be readable directly on the microSD card. | | | |

| | | By default, files are not encrypted. To encrypt a file, select and then Enter . |
|-----------|-----------------|---|
| 3/2 Ec | Date and Time | With this setting you can add date and time info to your scans. The date and time are also shown on the display. |
| JPG | Card formatting | With this setting you can format the microSD card and delete its content when the card is full. |

4.3 How to modify the Settings?

4.3.1 Modify the resolution and the output file format by using the buttons

Press the corresponding buttons repeatedly to select the desired option. The change is displayed each time.

4.3.2 Modify the settings within the menu

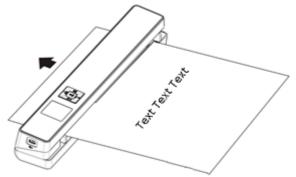
- Press the Menu button.
- Navigate through the option groups with the DPI/**Up** and JPG/PDF/**Down** arrows and press the Power/**Enter** button.
- To select an option, press the Power/Enter button again.
- To go back to the display, press the **Menu** button

5. Scan Documents

5.1 How to Scan Documents

- 1. Press the Scan/Power/Enter button for 2 seconds to power on the scanner.
- 2. Use the paper guides to align the documents with the scanner.
- 3. Smooth the edges of the document before scanning.
- 4. Aim the edge of the document at the scanner slot.
- 5. Gently insert a document facing upwards into the scanner slot. The scanning starts automatically.

TIP: align the documents left in the scanner slot.



During scanning, the word **SCAN** is displayed on-screen.

NOTES:

- 1. When you are scanning while the scanner is connected to an external power supply, the scanner enters battery charging mode if no action is undertaken during 1 minute.
- 2. If the **Instant Preview** is set to "on", the scanned image is always shortly displayed on-screen before the scanner returns to standby mode.
- 3. When the memory card is full, the scanner is unable to scan more images and "Full" flashes on the screen for 2 seconds.

5.2 Check your scanned documents

- 1. Press the Preview button.
- 2. Press the DPI/**Up** and JPG/PDF/**Down** arrows to flip through the scanned images.
- 5. To go back to the menu, press the **Exit** button.

5.3 Scan documents while using the micro USB cable

The provided micro USB cable can be used to

- Charge your scanner
- Transfer your scans to your computer/tablet
- Use the InstantResult™ software (Windows only)

Scanning documents is possible even when your scanner battery is empty and you charge it with the provided micro USB cable. When you connect the micro USB cable to your computer, your scanner enters into the **PC mode**.



To start the scanning process:

- 1. Press the Menu button.
- 2. Press the Power/Enter button.
- 3. Use the DPI/Up and JPG/PDF/Down arrows to select the SD card option.



- 4. Press the Power/Enter button.
- 5. Start scanning.

5.4 Deleting Files

- 1. Press the **Preview** button.
- 2. Use the DPI/**Up** and JPG/PDF/**Down** arrows to select the file you want to delete.
- 3. Press the **Delete** button. A confirmation message is displayed.
- 4. Use the DPI/**Up** and JPG/PDF/**Down** arrows to select confirm or cancel.
- 5. Press the Power/Enter button.

6. Transfer Scanned Documents to your Computer

There are three ways to transfer scanned documents to your computer: by using the **micro USB cable**, by using the **microSD card adapter**, or by using **Wifi**.

6.1 Using the provided micro USB cable (Windows® and macOS®)

- 1. Power on the IRIScan™ Anywhere Wifi.
- Plug in the provided micro USB cable in both the IRIScan™ Anywhere Wifi and your computer. The scanner turns into PC mode.
- 3. The card memory containing your documents is displayed on your computer.



Example image for Windows

4. Open the card memory and move your documents to your computer. The documents are located in the folder **DCIM\100Media** of the removable disk.

6.2 Using the microSD card adapter (Windows®, macOS® and Tablet)

- 1. Press the microSD card to unlatch it. Then remove it from the card slot.
- 2. Insert it in the provided microSD card adapter.



- 3. Insert the adapter into the SD card slot on your computer. If you cannot use the microSD card adapter, you can insert it in a memory card reader (not included!) to connect it to your device.
- 4. The card memory containing your documents is displayed on your device.



Example image for iOS

5. Open the card memory and move your documents to your device. The documents are located in the folder **DCIM\100Media** of the removable disk.

TIP: Once you have transferred your documents to your Windows® PC or Mac, they can be processed with **Readiris™ Pro**. For more information on how to process your documents with **Readiris™ Pro**, see the complete User Guide on www.irislink.com

6.3 Using WiFi

- 1. Press the **Power/**Enter button for 2 seconds to power on the scanner.
- 2. Enable the Wifi:
 - Press the Wifi button for 2-3 seconds.
 - 1. A red Wifi indicator starts flashing.



• The Wifi is ready for use when the red Wifi indicator turns green.



3. Turn on the Wifi connection on your computer and select the IRIScan Anywhere-XXXX network.

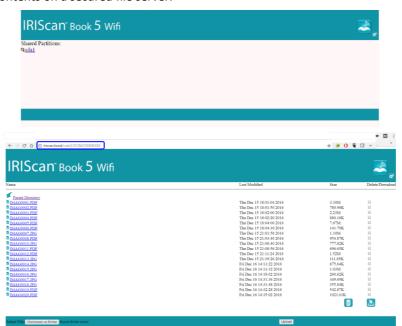


- 4. When you do this for the first time, you are prompted to enter the password. The password is 12345678.
- 5. Establish the connection.

NOTE: when connected to the **IRIScan™ Anywhere** network, you do not have access to the Internet, it is not needed!

6. Open a Web browser and enter: 10.10.1.1 or iriscan.book

You access the card's contents on a secured file server.



TIP: on a tablet, you can, also, download and edit your documents in the InstantResult™ Wifi 2 app.

- 7. Now download the required files. To do so:
 - Click the desired folder to view the scanned images.
 - Select the file(s) by ticking the boxes in the Delete/Download column.



• The file will be saved as JPG image or PDF file depending on the chosen output format during scanning.

NOTE: on a Windows® PC, the files are saved as a .tar file. You need a file archiver like 7-zip to unzip them.

Do you want to open or save FilesDownload.tar (3.21 MB) from iriscan.book?

7. Scan and Edit Documents with the InstantResult™ Wifi 2 App

7.1 Download & Open InstantResult Wifi 2

- 1. Download the InstantResult Wifi 2 app from the App Store (iPhone/iPad) or Google Play Store (Android).
- 2. Power on your scanner.
- 3. Enable the Wifi on your scanner.
- 4. On your mobile device, go to Settings > WiFi > and select the scanner name to set up the Wifi configuration.
- 5. When you do this for the first time, you are prompted to enter the password. The password is 12345678.

NOTE: When connected to the **IRIScan™ Book network**, you do not have access to the Internet.

To connect to the Internet while using the app and the scanner, follow the steps at section Connect to the Internet while using the app and the scanner.

6. Open the InstantResult Wifi 2 app.



7. Tap the **Synchronize** icon and then, the **Register now** button to get **Technical Support**, receive free trial downloads, video tutorials, discount on new products, and so on.



7.2 Scan images

1. Go to the **Scan** tab and tap the **Scan** button on your mobile device.



NOTE: to change the scan resolution, go to the Settings tab, tap Scan, and then, choose Low (300 DPI) or Medium (600 DPI).

- 2. The word **Scan** appears on the display of the scanner.
- 3. Start scanning your page(s).
- 4. To stop scanning, tap the **Stop** button on your mobile device.



You can, then, edit your scans (see Edit your scanned images and save them to a new or an existing folder).

7.3 Access and download the scanned images

You can access all the scanned images of the scanner's microSD card and select those you want to download for editing, saving, sharing, etc.

Note that you can select manually the scanned images or tap the **Select All** button.

1. Go to the **Home** tab, tap the **Synchronize** icon and then, tap the button corresponding to the action you want to perform.



2. When you select the file(s) and tap the **Download** button, you are automatically re-directed to the **Download** tab where you can select the file(s) to edit and/or save to a new or an existing folder.





WARNING: Only image files can be edited. A PDF file cannot be edited in this app.

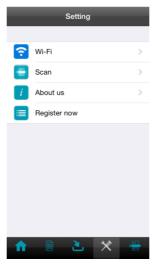
7.4 Edit your scanned images and save them to a new or an existing folder

Go to the **Folder** tab and edit your folder and files.



7.5 Check your app settings

Go to the **Settings** tab, if you want to check the Wifi settings and the Scanning options.



7.6 Connect to the Internet while using the app and the scanner

1. Go to the **Home** tab and tap the **Synchronize** icon.



- 2. Go to the **Settings** tab and tap the **Wi-Fi** option.
- 3. Go to the Repeater Interface part and tap the ${\tt DEFAULT_EXT_SS...}$ option.



4. Select your Wifi network and type in your Wifi password.



5. Tap **OK** to confirm.



- 6. After about 30 seconds, the Wifi icon in your scanner turns red, and then green.
- 7. A message will appear. Tap **Close**.



8. Scan, Edit and Convert Images into Editable Text with InstantResult™

(Windows® only)

With **InstantResult**[™] you can use the **IRIScan[™] Anywhere** even without microSD card. You simply connect it to a Windows PC using the included micro USB cable.

Moreover, you can *directly* perform some converting or editing actions.

8.1 Using InstantResult™ to scan

- 1. Connect the IRIScan™ Anywhere to your Windows PC using the included micro USB cable.
- 2. Press the **Power**/Enter button for 2 seconds to power on the scanner.

Make sure the following icon appears on the display:



- 3. Start InstantResult™ from the Windows Start menu.
- 4. Insert a document facing upwards into the scanner slot. The scanning starts automatically.

Your scanned image is instantly displayed in the InstantResult™ screen.



8.2 Using InstantResult™ to convert your scanned files into editable text

Before scanning an image, select the language of the text in your image.

1. Click the **Settings** button.



- 2. Click the OCR tab:
 - Select the language(s) of the text to recognize (you can select up to 8 languages).
 - Click OK.



3. To scan your images, follow the steps 4 and 5 of the section <u>Using InstantResult™ to scan</u>.

8.3 Using InstantResult™ to edit your scanned files

Edit the image file you have just scanned with the editing toolbar.

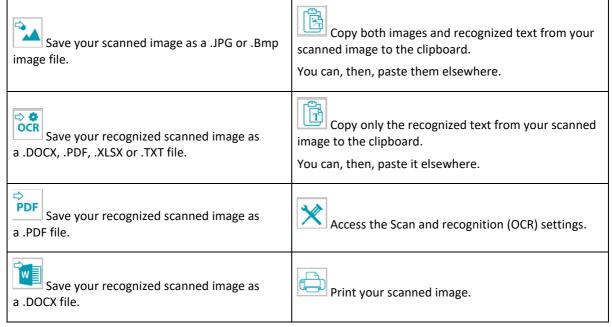


• Import existing image files (.TIF, .TIFF, .JPG, .JPEG, .BMP, .PNG, .J2K, .J2C) by clicking the button.

WARNING: multi-page files and PDFs are not supported with this button.

8.4 Using InstantResult™ to save your (recognized) scanned files





TIP: Once you have transferred your documents to your Windows PC or Mac, they can always be processed with Readiris™ Pro. For more information on how to process your documents with Readiris Pro, see the complete User Guide on http://www.irislink.com

9. Troubleshooting

| Problem | Cause | Solution | | | |
|---|--|---|--|--|--|
| I cannot turn on the | Low battery power. | Connect the scanner to a PC. | | | |
| scanner. | | Charge the scanner with an external power adapter. | | | |
| | | Insert a microSD card. | | | |
| | | Move the images from the microSD card to your computer to clear storage space on the card. | | | |
| | | To format the card and delete its content: | | | |
| Pictures cannot be saved after I have scanned them. | There is no microSD card in the card slot. The microSD card is full. | Press the Scan/Power/Enter button for 2 seconds to power on the scanner. | | | |
| | | 2. Press the Menu button. | | | |
| | | Go to the 2/3 option group and select the SD formatting option to delete the content of the microSD card. | | | |
| My computer does not | Connection failure. | Make sure both ends of the USB | | | |
| recognize the scanner when | | cable are connected securely. | | | |
| I connect it. | | Use only the provided micro USB cable. | | | |
| I cannot open or view the scans I have downloaded from the IRIScan™ Anywhere Wifi web page. | The scans are downloaded as .tar files. | Unzip the .tar in an application like 7-zip. | | | |
| | | Reset your password: | | | |
| I cannot connect to the IRIScanAnywhere-XXXX network and transfer documents to my computer/tablet via Wifi. | You have changed the default password (12345678). | Press the Scan/Power/Enter button for 2 seconds to power on the scanner. | | | |
| | | Press the Wifi button and wait until the red Wifi indicator turns green. | | | |
| | | 3. Press the Wifi button again for about 10 seconds. | | | |
| | | The red Wifi indicator will flash for about 1 minute and it will, then, turn green. | | | |
| | | The Wifi password has been successfully reset to factory settings (password: 12345678). | | | |

For further **Technical Support**, go to http://www.irislink.com/support

10. System requirements

The system requirements and compatibility can change over time, depending on the operating system and updates from Microsoft/Apple.

To get the most up to date requirements, you can check the <u>Support Page</u> on our website.

10.1 Software requirements

Software suite for Windows®: Windows® 7 | Windows® 8 | Windows® 10

RAM: 1GB (2GB Recommended)
Minimum disk space available: 1GB

Internet connection for software download

Software suite for macOS®: 10.12 and above (Mojave included)

RAM: 1GB (2GB Recommended)
Minimum disk space available: 1 GB
Internet connection for software download

10.2 Scanner Specifications

| Image sensor | A4 Color Cont | A4 Color Contact Image Sensor | | | |
|--|--|-------------------------------|---------|----------|--|
| Resolution | 300 dpi (default), 600 dpi, 1200 dpi | | | | |
| Maximum scanning speed | +- 3 seconds for A4 300 dpi color | | | | |
| Capacity (based on 2 GB microSD card*) | | 300 dpi | 600 dpi | 1200 dpi | |
| *The number of scans may vary depending on the | Color | 1600 | 600 | 190 | |
| content complexity. | Mono | 2000 | 800 | 190 | |
| Scan width | 216mm | 216mm | | | |
| Scan length | 1200mm | | | | |
| File format | JPG / PDF / M | JPG / PDF / Multi-page PDF | | | |
| Display panel | 1.5" color LCI | 1.5" color LCD | | | |
| USB Port | USB 2.0 high | USB 2.0 high speed | | | |
| External memory | MicroSD card (TF Card) up to 32 GB | | | | |
| Integrated battery | (2600mA) Li-iON battery | | | | |
| Certifications | 1. For unit: CE/LVD/EMC/RoHS/FCC/MIC Japan Radio law | | | | |
| Certifications | 2. For Lithium-iON battery: CE/38.3/FCC/UL/IEC62133 | | | | |

11. Legal Information

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Documentation version -0.1

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This documentation uses fictitious names as examples; references to actual persons, companies or organizations are strictly coincidental.

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I.R.I.S. shall not be liable for errors contained herein or for incidental or consequential damages in connection with the furnishing, performance, or use of this material.

Safety Instructions

Follow these safety instructions when setting up and using the scanner:

- Read all these instructions, and follow all warnings and instructions given in this document.
- Place the scanner close enough to the computer for the interface cable to reach it easily.
- Never handle the scanner with damp or wet hands, in nomadic mode, or when used as a fixed unit.
- When connecting this product to a computer or other device with a cable, ensure the correct orientation of the connectors. Each connector has only one correct orientation. Inserting a connector in the wrong orientation may damage both devices connected by the cable.
- Other than placing a mini SD card or new batteries in the openings provided for the purpose and indicated on the scanner, do not insert objects into any opening as they may touch dangerous voltage points or short out parts and lead to a risk of electrocution.
- Place the product on a flat, stable surface large enough to safely hold the product and the document to be scanned.
- Never disassemble the scanner.
- If the product overheats or produces smoke or an unusual odour, discolours or becomes deformed in an abnormal way, immediately turn off the scanner, remove the batteries where applicable, and disconnect the cables. Stop using the scanner and contact your dealer or IRIS customer support to receive instructions on the procedure to follow.
- Take care not to drop the scanner or expose it to physical impacts.

- Do not place or store the scanner outdoors, in a car, near heat sources, in locations that are dusty, damp or exposed to impact, vibration, condensation, high temperatures, sunlight, strong light, or rapid changes in temperature or humidity.
- Never attempt to disassemble, modify, or repair the scanner or any of its components yourself.
- Special precaution concerning the model equipped with Wifi transmission only (IRIScan Book Executive 3, IRIScan Anywhere 3 Wifi, IRIScan Pro 3 Wifi):
- Radio waves from this product may adversely affect the operation of other devices, such as medical equipment, measuring
 instruments in aeroplanes, or automatically controlled devices, such as pacemakers, automatic doors, or fire alarms, and any
 other device that is sensitive to radio waves.
- When using this product near such devices or inside a medical facility, follow the directions marked on the devices concerned and the instructions for authorized staff members at the facility, and follow all posted warnings and directions on the device to avoid causing an accident.

FCC Statement

WARNING: Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/ TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- (1) This device may not cause harmful interference.
- (2) This device must accept any interference received, including interference that may cause undesired operation.

Shielded cables must be used with this unit to ensure compliance with the Class B FCC limits



Disposal of Waste Equipment by Users in Private Households in the European Union

This symbol on the product or on its packaging indicates that the product cannot be disposed of with your other household waste. Instead it should be sent to appropriate facilities for recovery and recycling in an effort to protect human health and the environment. For more information about where you can drop off your waste equipment for recycling, please contact your local





IC RSP-100

Hereby, IRIS s.a declares that their "IRIScan™ Mouse Wifi, IRIScan™ Book Executive, IRISPen™ Air, IRIScan™ Anywhere » devices are in compliance with the essential requirements and other relevant provisions of IC RSP-100 Canadian directive.