FUJITSU

fi-6130Z/fi-6230Z/fi-6140Z/fi-6240Z Image Scanner
Getting Started

Thank you for purchasing the fi-6130Z/fi-6230Z/fi-6140Z/fi-6240Z color image scanner.
This manual describes the preparation required to use this product. Follow the procedures in this manual.
Make sure to read the attached "Safety Precautions" manual before using the scanner.
For details about scanner functions and features, basic operation, daily care, consumable replacement and troubleshooting, refer to the Operator's Guide (PDF). The Operator's Guide can be displayed by selecting [USER'S GUIDE] → [Operator's Guide] in the Setup DVD-ROM.

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Checking the Components

Make sure that all items shown below are included in the package. If any other packaging is provided, make sure to keep it as well. The components must be handled with care.
The box and packaging materials are required for storage and transportation of the scanner. Do not throw them away. If anything is missing or damaged, contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

[fi-6130Z/fi-6140Z]   [fi-6230Z/fi-6240Z]

Scanner (×1)   ADF paper chute (×1)

AC cable (×1)   AC adapter (×1)   USB cable (×1)   Carrier Sheet (×1)

Setup DVD-ROM (×1)   Getting Started (this manual) (×1)   Safety Precautions (×1)   QuickScan™ Pro brochure (×1)

Note: The contents may vary depending on the country.

Safety Information

The attached Safety Precautions manual contains important information about the safe and correct use of this product. Make sure that you read and understand it before using the scanner.

Symbols Used in This Manual

The following symbols are used in this manual.

Symbol	Description
⚠ WARNING	This indication alerts operators to an operation that, if not strictly observed, may result in severe injury or death.
⚠ CAUTION	This indication alerts operators to an operation that, if not strictly observed, may result in safety hazards to personnel or damage to the product.
❗	This symbol alerts operators to particularly important information. Be sure to read this information.
✓	This symbol alerts operators to helpful advice regarding operation.

Removing the Protective Packaging

The scanner is secured with orange protective tape. Peel off the tape before using the scanner.

Installing the Software

Bundled Software

The following software are bundled with the scanner:

- ● TWAIN Driver
  Conforms to the TWAIN standard. Used when you operate the scanner using TWAIN-compliant applications.

- ● ISIS Driver
  Conforms to the ISIS standard. Used when you operate the scanner using ISIS-compliant applications.

- ● Kofax VRS Professional
  (hereinafter referred to as "Kofax VRS")
  An application that allows you to generate high-quality images by automatically correcting skewed images and characters blurred by coloring and shading. Kofax VRS uses ISIS driver which is installed together with Kofax VRS.

- ● Software Operation Panel
  Configure various settings such as the operation of the scanner and managing the consumables. Installed together with the TWAIN driver, ISIS driver and Kofax VRS.

- ● Error Recovery Guide
  Shows the error status and countermeasures when an error occurs. Installed together with the TWAIN driver and ISIS driver.

- ● Image Processing Software Option (Trial)
  A software option featuring advanced binarization of scanned images.

- ● ScandAll PRO
  An image scanning application which supports both TWAIN and ISIS drivers. By defining scan settings as profiles, you can customize the settings according to your preference.

- ● ScandAll PRO ScanSnap mode Add-in
  (hereinafter referred to as "ScanSnap mode")
  An add-in application which provides a different set of driver settings as an alternative to using ScandAll PRO. TWAIN driver is required to use this application. Enables easy scanning with a single button. ScandAll PRO must be installed in order to install this software.

- Scan to Microsoft SharePoint
  An application that allows you to upload your files easily from ScandAll PRO or ScanSnap mode to a SharePoint site. Can be installed together with ScandAll PRO when you select [INSTALL (Custom)].

- ABBYY FineReader for ScanSnap™
  Bundled for use with ScanSnap mode, this application converts scanned images into Microsoft® Office (Word/Excel®/PowerPoint®) files. Can be installed together with ScanSnap mode.

- QuickScan Pro (Trial)
  An ISIS-compliant image scanning application to be used with the ISIS driver. This trial version can be used up to 30 times. If you wish to continue using the application, please purchase the full product version.

- User's Guide
  Includes Getting Started, Operator's Guide, and fi-614PR Imprinter Operator's Guide.

- Scanner Central Admin Agent
  Used to centralize the management of multiple scanners, by allowing you to apply firmware updates simultaneously, monitor the operating status, and check the scanner information. Note that required applications will differ depending on the form of operation. For details, refer to the Scanner Central Admin 4.0 User's Guide.

- Adobe® Reader®
  An industry-standard application to display and print PDF documents.

System Requirements

The system requirements are as follows.

Operating system	●Windows® XP Home Edition (Service Pack 3 or later)(*1) ●Windows® XP Professional (Service Pack 3 or later) ●Windows® XP Professional x64 Edition (Service Pack 2 or later) (*1)(*2) ●Windows Server® 2003, Standard Edition (*1)(*3)(*4) ●Windows Server® 2003, Standard x64 Edition (*1)(*2)(*3)(*4) ●Windows Server® 2003 R2, Standard Edition (Service Pack 2 or later) (*1) ●Windows Server® 2003 R2, Standard x64 Edition (Service Pack 2 or later) (*1)(*2) ●Windows Vista® Home Basic (32/64 bit) (Service Pack 1 or later) (*1)(*2) ●Windows Vista® Home Premium (32/64 bit) (Service Pack 1 or later) (*1)(*2) ●Windows Vista® Business (32/64 bit) (Service Pack 1 or later) (*2) ●Windows Vista® Enterprise (32/64 bit) (Service Pack 1 or later) (*2) ●Windows Vista® Ultimate (32/64 bit) (Service Pack 1 or later) (*2) ●Windows Server® 2008 Standard (32/64 bit) (*1)(*2) ●Windows Server® 2008 R2 Standard (64 bit) (*1)(*2) ●Windows® 7 Home Premium (32/64 bit) (*1)(*2) ●Windows® 7 Professional (32/64 bit) (*2) ●Windows® 7 Enterprise (32/64 bit) (*2) ●Windows® 7 Ultimate (32/64 bit) (*1)(*2)
CPU	Intel® Core™ 2 Duo 2.2 GHz or higher recommended
Memory	2 GB or more recommended
Display resolution	1024 × 768 pixels or more, 65,536 colors or more
Hard disk space	2.6 GB or more of free hard disk space (*5)
DVD drive	Required for installing the software
Interface	●USB2.0 (High-speed) ●Ultra SCSI (50-pin) (fi-6140Z/fi-6240Z)

*1: Kofax VRS is not supported.
*2: QuickScan Pro is not supported with 64-bit operating systems.
*3: ScandAll PRO, ScanSnap mode, Scan to Microsoft SharePoint, and ABBYY FineReader for ScanSnap™ are not supported.
*4: Scanner Central Admin Agent is not supported.
*5: Required disk space varies according to the file size of the scanned images.

> ✅ This manual uses screenshots from Windows® 7. The windows that appear and the operations differ by the operating system that you are using.
> Where there is no distinction between the different versions of the operating system shown in the table of system requirements, the general term Windows® is used.

Installing the Bundled Software

Install the bundled software from the Setup DVD-ROM in the following procedure.
Note that there are two ways to install the bundled software: select [INSTALL (Recommended)] to install all the software required to operate the scanner, or [INSTALL (Custom)] to select and install one software at a time.

> ❗ ● If an old version of the software is installed already, uninstall it first.
> For details about the uninstallation procedures, refer to "A.5 Uninstalling the Software" in the Operator's Guide.
> ● Log on as a user with Administrator privileges.

■ INSTALL (Recommended)

The following software are installed:
- TWAIN Driver
- ISIS Driver
- Kofax VRS
- Software Operation Panel
- Error Recovery Guide
- ScandAll PRO
- ScanSnap mode
- ABBYY FineReader for ScanSnap™
- User's Guide
- Scanner Central Admin Agent
- Adobe® Reader®

1. Turn on the computer and log onto Windows®.

2. Insert the Setup DVD-ROM into the DVD drive.
> ⇨ The [FUJITSU Image Scanner Setup] screen appears.

> ✅ If the [FUJITSU Image Scanner Setup] screen does not appear, double-click "AutoPlayer.exe" in the Setup DVD-ROM via Windows Explorer or [Computer].
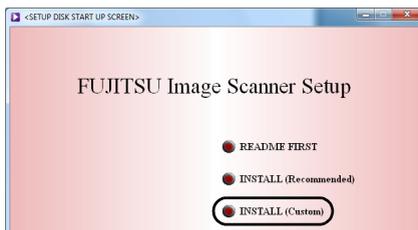
3. Click the [INSTALL (Recommended] button.

4. Follow the instructions on the screen to proceed with the installation.

■ INSTALL (Custom)

1. Perform steps 1. to 2. in "INSTALL (Recommended) (page 4)".

2. Click the [INSTALL (Custom)] button.

> ⇨ The [INSTALL PRODUCTS] screen appears.

3. Click the button of the software to install.

4. Follow the instructions on the screen to proceed with the installation.

To install more than one software, repeat steps 3. to 4. for each software.
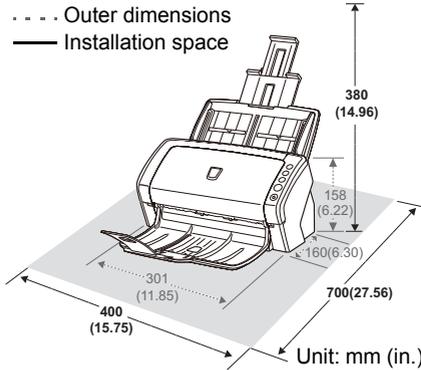
Installing the Scanner

Install the scanner in the following procedure.

1. Place the scanner at its installation site.

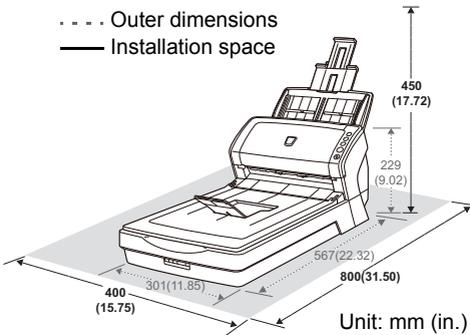> ⚠ Carry the scanner by supporting it from the bottom.

● fi-6130Z/fi-6140Z
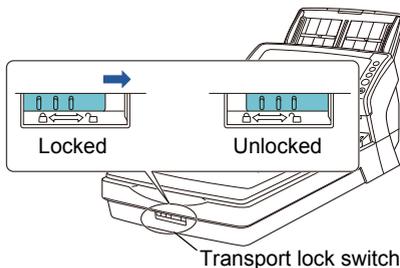
- - - - Outer dimensions
—— Installation space

380 (14.96)
158 (6.22)
160(6.30)
301 (11.85)
700(27.56)
400 (15.75)

Unit: mm (in.)

● fi-6230Z/fi-6240Z

- - - - Outer dimensions
—— Installation space

450 (17.72)
229 (9.02)
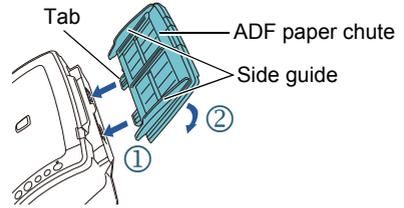567(22.32)
800(31.50)
301(11.85)
400 (15.75)

Unit: mm (in.)

2. Unlock the transport lock switch.

For fi-6230Z/6240Z, there is a carrier unit inside the flatbed which is fixed in place to prevent damage during transportation.
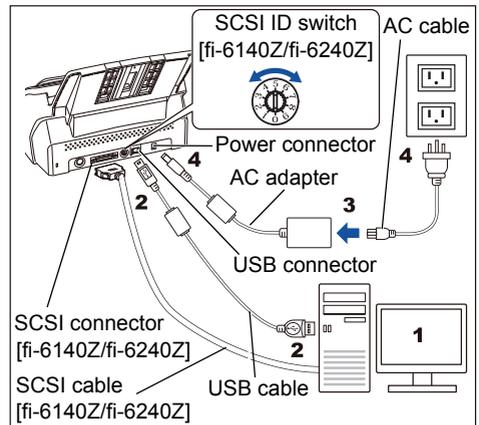Slide the transport lock switch on the front.

Locked   Unlocked

Transport lock switch

3. Attach the ADF paper chute.

Insert the tabs into the slots on the back of the scanner, and tilt the ADF paper chute backwards until it locks in place.

Tab
ADF paper chute
Side guide
①
②

Connecting the Cables

Connect each cable in the following procedure.

SCSI ID switch [fi-6140Z/fi-6240Z]
AC cable
Power connector
AC adapter
USB connector
SCSI connector [fi-6140Z/fi-6240Z]
SCSI cable [fi-6140Z/fi-6240Z]
USB cable

> ⚠ **CAUTION**
>
> Only use the supplied AC adapter. Not doing so may cause the scanner to malfunction.

1. Confirm that the computer is turned off.

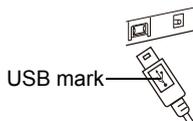**2.** Connect the scanner to the computer with a USB or SCSI cable.

SCSI connection is supported by fi-6140Z/ fi-6240Z only.

> ⚠ USB cable and SCSI cable cannot be connected at the same time.

Conditions and precautions for using the cables are as follows:

●USB cable
 -Use the supplied USB cable.
 -When connecting to a USB hub, make sure to use the USB hub that is connected to the USB port of the computer.
 -If you connect the scanner with USB 2.0, it is required that the USB port and the hub be compliant with USB 2.0. The scanning speed slows down when you connect the scanner with USB 1.1.
 -Connect it with the USB mark facing up.

USB mark

●SCSI cable
 -SCSI cable and SCSI card need to be purchased separately.

   SCSI cable

   A 50-pin half-pitch connector is required on the scanner side, and the other end of the cable must fit the SCSI card connector on the computer.

   SCSI card

   Use one of the recommended SCSI cards from the following website:
   http://www.fujitsu.com/

 -In a SCSI daisy chain formation, connect the scanner so that it is the last device on the chain.
 -Be careful not to damage the connector pins when connecting to the computer.
 -The SCSI ID is set to "5" at factory default. If the same ID is used by another device, dial the SCSI ID switch to a different setting.

   0 to 7: Available

   8, 9   : Set to factory default (SCSI ID=5)

3. Connect the AC cable to the AC adapter (hereinafter called the "power cable").

> ⚠ **WARNING**
>
> Only use the supplied power cable.
> To prevent electrical shock or scanner malfunction, do not perform the following:
> ●Use a different power cable
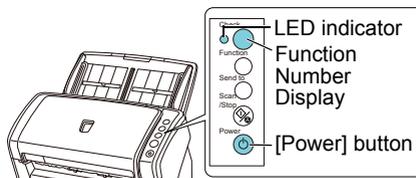> ●Use the supplied power cable for other devices

4. Connect the power cable to the power connector of the scanner and the power outlet.

> ☑ When you plug the cable into the outlet, the [Power] button on the scanner's operator panel will flash once. Note that this is an initial diagnosis and not a malfunction.

Test-Scan

Use ScandAll PRO to confirm that documents can be scanned correctly.
Perform a test in the following procedure.

1. Press the [Power] button on the operator panel.

LED indicator
Function Number Display
[Power] button

 ⇨ The scanner is turned on, and the [Power] button lights in green.
 During initialization, the Function Number Display changes as follows: "8" → "P" → "0" → "1". The scanner is ready when "1" is displayed.

> ⓘ If "1" is not displayed on the Function Number Display, refer to "Chapter 8 Troubleshooting" in the Operator's Guide.

> ☑ When you press the [Power] button, the LED indicator will flash once. Note that this is an initial diagnosis and not a malfunction.
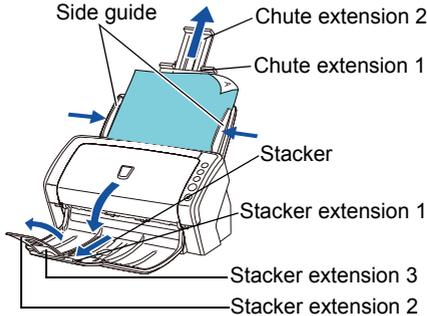
2. Turn on the computer.
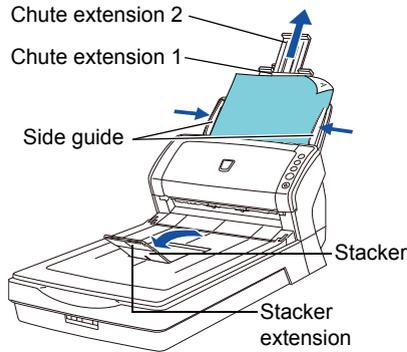
 ⇨ The scanner is automatically detected.

> ⓘ If the [Found New Hardware] dialog box appears, select [Locate and install driver software (recommended)], and follow the instructions on the screen to install the driver.

3. Load a document in the scanner.

   1. Pull out the chute extensions according to the length of the document.
   2. Lift up the stacker and stacker extensions according to the length of the document.
   3. Load the document face-down in the ADF paper chute.
   4. Adjust the side guides to the width of the document.

      ● fi-6130Z/fi-6140Z

      Side guide — Chute extension 2
      — Chute extension 1
      — Stacker
      — Stacker extension 1
      — Stacker extension 3
      — Stacker extension 2

      ● fi-6230Z/fi-6240Z

      Chute extension 2
      Chute extension 1
      Side guide
      — Stacker
      — Stacker extension

4. Start up ScandAll PRO.

   Select the [Start] menu → [All Programs] → [Fujitsu ScandAll PRO] → [ScandAll PRO].

5. Select the [Tool] menu → [Preferences].
   ⇨ The [Setup] dialog box appears.

6. In the [Scan] tab, select a scanner driver and click the [OK] button.

   Select [TWAIN] for TWAIN driver, and [ISIS / VRS] for ISIS driver or Kofax VRS.

7. Select the [Scan] menu → [Select Scanner].
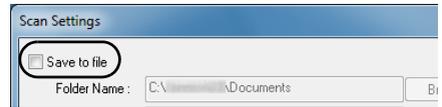   ⇨ The [Select Scanner] dialog box appears.

8. Select a scanner, and then click the [Select] button.

   Make sure to select the scanner model that is connected to the computer. The displayed model name varies depending on the driver.

Model	TWAIN Driver	ISIS Driver	Kofax VRS
fi-6130Z	FUJITSU fi-6130Zdj	Fujitsu fi-6130Z	
fi-6230Z	FUJITSU fi-6230Zdj	Fujitsu fi-6230Z	Kofax VRS Scanner
fi-6140Z	FUJITSU fi-6140Zdj	Fujitsu fi-6140Z	
fi-6240Z	FUJITSU fi-6240Zdj	Fujitsu fi-6240Z	

   > ✓ When using Kofax VRS for the first time, the [Register Kofax VRS] screen appears. User registration is required to obtain support information from Kofax as well as to upgrade the software, though Kofax VRS can still be used without user registration.
   > To register later, select [Start] menu → [All Programs] → [Kofax VRS] → [Kofax VRS Administration Console], and follow the on-screen instructions. For details, refer to the Kofax VRS Installation Guide (PDF) which is included in the Setup DVD-ROM (\VRS\SVRS\Documentation\).

9. Select the [Scan] menu → [Scan Settings].
   ⇨ The [Scan Settings] dialog box appears.

10. Clear the [Save to file] check box.

    Scan Settings
    ☐ Save to file
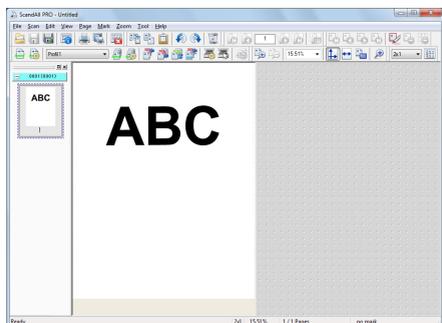   Folder Name : C:\.........\Documents

    > ✓ You do not have to save to file because this is only a test.

11. Click the [Scanner Setting] button.
    ⇨ The scanner driver's setup dialog box appears.

12. Configure scan settings such as resolution and paper size, and then click the [OK] button.

13. In the [Scan Settings] dialog box, click the [Scan] button.

⇨ The document is scanned, then the scanned image is displayed in ScandAll PRO.

⚠ When an error occurs with the scanner, the Function Number Display alternates between either "J" or "U" and an "error number" for temporary errors, and either "E", "F", "C", "H", "A" or "L" and an "alarm number" for device errors. In that case, refer to "Chapter 8 Troubleshooting" in the Operator's Guide.

☑ With TWAIN driver, the setup dialog box may appear again after clicking the [OK] button. In that case, click the [Scan] button.

For details about other scanning features, refer to "Chapter 5 Various Ways to Scan" in the Operator's Guide.

Contact for Inquiries

Refer to the contact list on the last page of the Safety Precautions manual.

We are not able to answer inquiries on ABBYY FineReader for ScanSnap™.
For inquiries regarding ABBYY FineReader for ScanSnap™, refer to [ABBYY Offices] in the "Technical Support" section of the ABBYY FineReader for ScanSnap™ User's Guide (*1).

*1: Select [Start] menu → [All Programs] → [ABBYY FineReader for ScanSnap(TM)] → [User's Guide]. Note that the displayed menu differs depending on your version of ABBYY FineReader for ScanSnap™.

For inquiries regarding Kofax VRS, refer to the following web page:
http://www.kofax.com/support/Notices/TS_Services/

Kofax_Support-Detailed_Contact_Information.asp