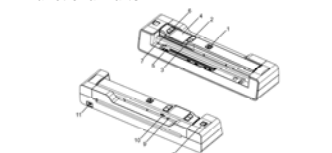# TSN47W+TSNA02
User Manual

1. Key features
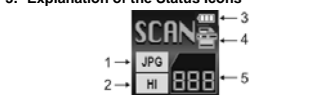- JPEG, PDF-A4 or PDF-Letter scan-format selection.
- Color or Mono scan-color selection.
- Lo (300)/Mi (600)/Hi (1050/1200) DPI scan-quality selection.
- Directly save JPG (JPEG)/PDF files to the MicroSD card.
- Support the MicroSD & Micro-SDHC memory card up to 32GB.
- Color display to playback the scanned images
- Built-in Wi-Fi for file transfer.
- Support Scan Direct function.
- Scan Direct Wi-Fi –Connect with mobile device or PC through Wi-Fi and the scanner is able to scan the image and directly display on the mobile device or PC.

2. Functional Parts

Item	Function	Description
1	SCAN	Power On/ Off: Press and hold this key for 3 seconds to turn power on or off. In Power on mode: 1) When using the scanner without the docking station, press this button to start scanning, press this button again to stop; 2) When berthing the scanner on the docking station with PC connection, press this button to switch between Standby mode and USB mode. In Setup mode, press this button to confirm changes. In Playback mode, press this button to change the zoom times between 4x, 8x and normal.
2	BACK	Press this button to enter Playback mode. Press this button to return to the previous screen. In Setup mode: Press this button to exit Setup mode.
3	WIFI	Press this button shortly to enter Setup mode. When zooming in under Playback mode: press this button to enter the single file delete mode. When zooming in under Playback mode: press this button to shift the functions of ▲ and ▼ between UP/DOWN and LEFT/RIGHT. In standby mode: Long press this button to turn Wi-Fi on or off.
4	LCD screen	Display scanning status, scanned image and scanner settings.
5	Width controller	Adjust to scan documents of different sizes.
6	JPG PDF	Press this button to select JPG (JPEG), PDF-A (PDF-A4) or PDF-L (PDF-Letter) file format. The icon of the selected mode will be displayed on the LCD screen. In Setup mode: Press this button to move up the selection bar. In Playback mode: Press this button to preview the former image. When zooming in under Playback mode: press it to move to the upper/left portion of the image.
7		Press this button to select LO (300dpi), MI (600dpi) or HI (1050dpi without docking &1200dpi with docking) scan quality in DPI. The icon of the selected quality will be displayed on the LCD screen. In Setup mode: Press this button to move down the selection bar. In Playback mode: Press this button to preview the latter image. When zooming in under Playback mode: press it to move to the lower/right portion of the image.
8	Connect button	Slide in to secure the scanner, slide out to release the scanner
9	Reset	Press to reset the scanner (Hardware reset).
10	MicroSD card slot	The MicroSD card storage location.
11	USB interface	Connect to a computer with the USB cable provided to view and transfer files. To charge up the built-in battery with an optional AC/DC power adapter or by connecting to a computer

3. Explanation of the Status Icons

Item	Function	Description
1	Scan Format	JPG/PDF-A/PDF-L
2	Scan Resolution	LO: 300 DPI MI: 600 DPI HI: 1050 DPI(without docking)/1200 DPI(with docking)
3	Battery Power Indicator	Fully charged, Low battery. Recharge needed
4	Scan Color	COLOR/MONO
5	File Counter	Shows the number of scanned files in the MicroSD card

4. Using the Scanner

4.1 Charging up the Battery
Charge the built-in battery before starting to use your scanner. When the scanner is at power off condition, the charging time from empty to full is about 2.5 hours.
The battery can be charged up in either of the following ways:
1. By connecting to an AC/DC power adapter with the included USB cable via the USB interface on the scanner or the docking station. (AC/DC power adapter is not included.)
2. By connecting to a computer with the included USB cable via the USB interface on the scanner or the docking station.

Note:
When charging is completed during scanner power off, the fully charged battery indicator will be displayed on the LCD screen for a short time and will turn off automatically.

4.2 Inserting a MicroSD Memory Card (not included)
You must insert a MicroSD Card (not supplied) to record and store your pictures. To insert the MicroSD memory card:

1. Turn OFF the scanner.
2. Insert the MicroSD card into the MicroSD card slot, and gently press in until the card is latched.
Notes:
1. Do not force the MicroSD card into the slot as this may damage both the scanner and the MicroSD memory card. If the card cannot be inserted successfully, align the MicroSD card position (as marked) and try again.
2. The MicroSD memory card must be formatted before scanning. Refer to section 4.8 for details.

4.3 Turning on/off the Scanner
Turn on/off the scanner by pressing and holding for 3 seconds.
Notes:
1. If the Auto off is set at "3 Min" (refer to section 4.8), the scanner will turn off automatically if no scanning action is detected within 3 minutes.
2. If the scanner is turned on by the first time, it will enter a Date & Time/Language setup mode.
Only after you have completed the settings for Date & Time/Language can the scanner enter into standby mode.

To set Date & Time/Language:
1. Press to jump to next setting option: YEAR →MONTH →DATE →HOUR → MINUTE. When setting up the value for MINUTE, press to return to the previous setting option until going back to YEAR.
2. Press or to set the figure corresponding to each setting.
3. After completing the setting for MINUTE, it will enter language setup screen.
4. Press or to select your desired language.
5. Press to confirm and enter standby status.

4.4 Docking / Undocking Your Scanner
1. Docking your scanner
Slide the Connect button from "LOCK" to "RELEASE", put the scanner on the docking station by leaning the right side in first. The scanner will be latched on the docking station with the Connect button switched to the "LOCK" position.

2. Undocking your scanner
Slide the Connect button from "LOCK" to "RELEASE", take the scanner out from the docking station by raising the left side first.

Note:
When the Connect button is oriented on the "RELEASE" side, do not press the eject button inside the docking station as this may generate a big clicking sound and you may get your finger hurt.
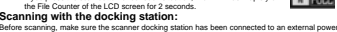
4.5 How to Scan
Scanning without the docking station:
To scan, make sure your scanner is neither connected to the computer, nor in Wi-Fi mode.
1. Turn on your scanner by pressing and holding for 3 seconds.
2. Hold the document firmly with one hand on a flat surface.
3. Place the scanner on the edge of the paper to ensure the whole document can be scanned. Make sure to keep the scanning area within the scanning width indicators marked on the side of the scanner.
4. Hold the scanner flat against the material and then press once to start the scanning process.
5. Slide the scanner across the document slowly, top to bottom. Keeping your hand stable to get the best picture quality.
During scanning, the scanning status icon will be displayed on the LCD screen to indicate scanning is under progress.

6. Once the scanner has reached the end of the document, press again to stop scanning.
Notes:
1. If the scanning is done too quickly or when there is any abnormal operation, "Scan Error" icon will pop up on the LCD screen. The error image will still be saved after the scanning stops.
2. If the instant preview is set to "on", no matter the scan result is normal or abnormal, the scanned image will be shortly displayed on the LCD screen before the scanner returns to standby mode.
3. When the memory card is full, the scanner is unable to scan more images. If you press the scan button under such situation, "Full" will flash rapidly on the File Counter of the LCD screen for 2 seconds.
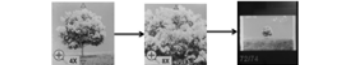
Scanning with the docking station:
Before scanning, make sure the scanner docking station has been connected to an external power supply and is not in Wi-Fi mode.
1. Adjust the Width Controller to an appropriate gear in accordance with the size of the document.
2. Smooth the edge of the document before scanning.
3. Aim the edge of the document at the slot of the scanner. (Align to the right side of the slot.)
4. Softly insert the paper into the slot and gently push it, scanning will start automatically.
During scanning, the scanning status icon will be displayed on the LCD screen to indicate scanning is under progress.

5. If the scanner is connected to the computer via the USB interface, press the once to enter the USB mode, then you can view the scanned files on your computer screen.
Notes:
1. If no paper is detected from the front feed slot within 4 or 5 seconds, just remove the document, put it in place and scan again.
2. When docked, the scanner is unable to scan black or transparent documents.
3. When scanning relatively thick documents such as credit card or ID card, the narrow side, rather than the wide side, is suggested to be inserted into the slot to guarantee normal scanning.

4. The scanner will enter the battery charging mode if no scanning action is detected within 1 minute subsequent to each scanning.
5. If "Scan Error" icon pops up on the LCD screen, you need to replace the original memory card with another higher class MicroSD card. (Class 6 or above is recommended).The error image will still be saved after the scanning stops.
7. When the instant preview is set to "on", no matter the scan result is normal or abnormal, the scanned image will be shortly displayed on the LCD screen before the scanner returns to standby mode.
7. When the memory card is full, the scanner is unable to scan more images. If you feed the document into the slot under such situation, "Full" will flash rapidly on the File Counter of the LCD screen for 2 seconds.

4.6 How to Playback Image
1. Press to enter Playback mode. The last scanned image will be displayed.

2. Press or to select your desired image. Press to zoom in the image.
3. The ▲ and ▼ indicators will appear on the screen when pressing at step 2, press or to view the upper portion of the image, press to view the lower portion of the image.
4. Press to change the zoom times between 4x, 8x and normal.

5. The ◄ and ► indicators will appear on the screen when pressing again. The functions of ▲ and ▼ will be shifted to LEFT and RIGHT and you can press or to view the left or right portion of the image.
Note:
When zooming in under Playback mode (4x, 8x), you may choose to view upper/lower or left/right portion of the image by pressing to shift the functions of ▲ and ▼ between UP/DOWN and LEFT/RIGHT according to your needs.

6. Press to return to the previous Playback screen, press it again to return to standby mode.
Note:
When scanning one relatively long document or scanning several documents in a row, the scanned image cannot be magnified if the file size exceeds 9 MB.

4.7 Deleting Single File
1. Press to enter Playback mode.
2. Press or to select the file you want to delete.
3. Press to enter Delete File mode.
4. Press or to select Yes or No
Select "Yes" to delete the current file in the MicroSD card; Select "No" to return to previous Playback screen.
5. Press to confirm your selection and return to the previous Playback screen.

4.8 Setup Menu
1. Press shortly to enter Setup menu
2. Press or shortly to exit Setup menu.

Follow the below three steps to enter setup screen for each Menu item:
1. Press shortly to enter setup mode.
2. Press or to select the Menu item you want to set.
3. Press to enter the setup screen.

Menu items	Description	Options
JPG/PDF	Scan Format	• JPG • PDF - A (A4) • PDF - L (Letter)
Quality	Scan Quality (DPI)	• LO-300 DPI • MI-600 DPI • HI -1050 DPI(without docking) • HI -1200 DPI(with docking)
Color	Scan Color	• Color • Mono
Language	Menu language	• English • Spanish • French • German • Italian • Dutch • Russian • Japanese
Date/Time	Date and Time	• T. Chinese • S. Chinese • Year • Month • Date • Hour • Minute
Inst. Preview	Instant preview	• On • Off
Auto Off	Auto Power Off	• Off • 3 Min
Delete All	Delete All Files	• No • Yes
Format	Format the MicroSD Memory Card	• No • Yes
Reset Wi-Fi	Reset the Wi-Fi settings	• No • Yes
Device Info	Device Information	• FW version • Wi-Fi Name • HTTP address

4.9 Calibrating the Scanner
Note: If the scanned images are too dark or too bright, you may need to calibrate your scanner by adjusting the white light balance. Follow the below steps to perform calibration:
1. Take the scanner out from the docking station.
2. Wipe off any dirt on the surface of the scanning lens with the clean dry cloth provided.
3. Place the scanner on the white portion of the included calibration paper. Press to turn on.
4. Press and hold then press . Release both buttons afterwards to enter the auto-calibration mode. The message "1. Calibration starts. Do not move the device!" pops up on the LCD screen.
5. Do not move the scanner until another message "2. Scan the calibration sheet!" pops up on the LCD screen, start scanning the white portion of the calibration paper by sliding the scanner across the paper (start from the scanner backwards if necessary).
6. When the message "3. Calibration completed!" pops up on the LCD, calibration is completed. Press any button to power off the scanner.
7. Place the scanner onto the docking station again.

5 Connecting to the Computer
You may also connect your scanner to your computer and view pictures on the computer monitor. Before connecting your scanner to your computer, you should make sure that your scanner is not in Wi-Fi mode.

When the scanner is undocked
1. Press to turn on your scanner, connect your scanner to your computer to enter into USB mode.
2. Your computer will recognize the scanner as a "Removable Disk". The USB icon will be displayed on the LCD screen. Click "Open folder to view files" to view, import, copy, move or delete the scanned files.

When the scanner is docked
1. Press to turn on your scanner.
2. Connect your scanner to your computer. Press once to enter into USB mode.
3. Your computer will recognize the scanner as a "Removable Disk". The USB icon will be displayed on the LCD screen. Click "Open folder to view files" to view, import, copy, move or delete scanned files. Press again to switch to standby mode.

Notes:
1. If the Removable Device Window did not launch automatically, go to your "My Computer/Computer" and find the device under Removable Disk.
2. You can also install the SCAN Direct software with the included software CD on your computer to experience some outstanding functions of it.

6 Using the Wi-Fi function
6.1 Enabling the Wi-Fi function
View and transfer files from the scanner to your computer, laptop, smart devices and tablets via Wi-Fi mode.

1. Turn on the scanner, then press and hold . The "Starting" indicator will display on the status LCD.
2. Wait 30-40 seconds for Wi-Fi to initialize.
3. The "Ready" indicator will display on the status LCD once Wi-Fi mode is enabled and ready for connection.
NOTE:
1. The use of Wi-Fi function will consume more battery power. To preserve battery power, it is suggested to turn the Wi-Fi off while you are not using it.
2. In Wi-Fi mode, unless you are using the SCAN Direct function in the free Application, you cannot use the scanner to scan files. Refer to section 6.3 to utilize the SCAN Direct function to directly scan files to your device.
3. You cannot perform calibration in Wi-Fi mode.

6.2 Connecting to the Scanner via Wi-Fi
1. Turn on the Wi-Fi mode on your scanner.
2. Go to network setting on your computer/smart device to enable the Wi-Fi setting
3. With the "Ready" indicator displayed on the scanner's status LCD, search for the "WIFISCAN" network.
4. Enter password "123456789" to connect to the scanner
5. The "Connected" indicator will display on the scanner's status LCD once Wi-Fi is connected with the scanner.
6. Open Internet browser and input "192.168.1.2" or "wifi.scan" in the address bar to enter navigation page.
In the navigation page, all the scanned images will be presented on the browser in thumbnails, you can view and delete files stored in the scanner or change Scanner Wi-Fi settings.
View files from Internet Browser via Wi-Fi
Click the "View" button to preview a single file.
Delete files from Internet Browser via Wi-Fi
1. Delete your selected files.
a. Click the "Delete" icon to enter the Delete mode, the "Selected File(s)" dialogue box will pop up.

b. Select the files you want to delete by ticking them off.

c. Click the "OK" icon on the "Selected File(s) "dialogue box to delete your selected files.

2. Delete all files:
a. In the "Selected File(s) "dialogue box that pops up, click the "Select all" icon, it will change to "Clear all ". All the files in current page will be ticked off.

b. click the "OK" icon to delete all files in current page.

Click the "Clear all" icon, all the ticks in current page will disappear. Click the "OK" icon again to confirm.
Change Scanner WiFi settings
In navigation page, click "Scanner WiFi settings" to modify the default settings. When conducting the scanner Wi-Fi settings on the phone, only when you click the "MENU" icon will the "SCANNER WIFI SETTINGS" option pop up.

1. Filling in your new SSID, Password, IP Address and Domain Name in the blanks accordingly.
2. Click "Submit" icon to submit your setting.
3. After completing Scanner Wi-Fi settings, you should reconnect Wi-Fi.
Note: Viewing error may occur when previewing larger files on browser. Turn off the Wi-Fi mode and connect the scanner to a computer via USB cable to view your files.

6.3 Using the Free App
1. Search for creative Scan+ app via the Google Play Store of an Android device or via the App Store of an IOS device.
2. Download and install the app to your smart device.
3. Turn on the Wi-Fi mode on the scanner.
4. Go to network setting on your smart device and enable the Wi-Fi setting.
5. With the "Ready" indicator displayed on the scanner's status LCD, search for the "WIFISCAN" network.
6. Enter password "123456789" to connect to the scanner.
7. Open your creative Scan+ app. You may conduct relevant operations in accordance with the specific Application interface.
Brief introduction of our App:
Scan+ App is a mobile application applicable for both IOS and Android platform, which interconnects with your portable scanner through Wi-Fi connection.
Scan+App allows you to check the scanner's battery status, Wi-Fi connection status, file uploading status on your iOS or Android mobile device. You can scan files directly to your mobile device via the SCAN Direct function, browse the files saved in your scanner, sort out these files by date, size or file format, view file details and rename the files.
You can save the scanned files to your mobile device, add or delete tags to those files, combine more than one file into one Multi-page PDF file, log in your social media account and share your files to social media such as Dropbox, Facebook, check the Scan+App version.

6.4 Wi-Fi Reset
You may reset the Wi-Fi settings to default condition via the setup menu of the scanner. Please insert a microSD card before conducting the Wi-Fi reset.
1. Turn on the scanner and enter the Reset Wi-Fi menu. Refer to section 4.7 to enter the Reset Wi-Fi menu.
2. After entering the Reset Wi-Fi menu, a message "Reset the Wi-Fi settings?" will be displayed on the LCD screen. Select "Yes" to confirm and the message "Reset in progress!" will be displayed on the status LCD.
3. The message "Reset completed!" will be displayed on the status LCD when Wi-Fi reset is completed. Press any button to return to setup menu.

7. Specifications

	A4 Color Contact Image Sensor	
Image sensor	A4 Color Contact Image Sensor	
Resolution	High resolution	1050x1050 dpi(without docking) 1200x1200 dpi(with docking)
	Medium resolution	600x600 dpi
	Low resolution	300x300 dpi
Minimum scanning speed for Letter size document	Color High resolution	12.0 Seconds(without docking) 12.0 Seconds (with docking)
	Mono High resolution	10.0 Seconds(without docking) 12.0 Seconds(with docking)
	Color Medium resolution	8.0 Seconds(without docking) 8.0 Seconds(with docking)
	Mono Medium resolution	6.0 Seconds(without docking) 8.0 Seconds(with docking)
	Color Low resolution	3.0 Seconds(without docking) 8.0 Seconds(with docking)
	Mono Low resolution	2.0 Seconds(without docking) 8.0 Seconds(with docking)
Capacity (Based on 1GB MicroSD card. Scan Letter size file, the quantity of scans varies depending on the content complexity)	Color High resolution	140 Scans (Min.) (without docking) 150 Scans (Min.) (with docking)
	Mono High resolution	150 Scans (Min.) (without docking) 150 Scans (Min.) (with docking)
	Color Medium resolution	550 Scans (Min.)
	Mono Medium resolution	600 Scans (Min.)
	Color Low resolution	1580 Scans (Min.)
	Mono Low resolution	1600 Scans (Min.)
Scanner photo size	A4、A5、5R、4R、3R and below	
Scan width	216mm	
Scan length	300DPI:125"(max);600DPI:60"(max); 1050DPI:50"(max)/ 1200DPI:45" (max)	
File format	JPEG/PDF	
LCD	1.44" TFT LCD	
Dimensions (LxWxH) mm	266x39x28	

Auto power off	3 Minutes
USB port	USB 2.0 high speed
External memory	MicroSD Card
Standard battery	Built-in 700mAH Lithium-Polymer
Wi-Fi	802.11b/g/n

8. Computer System Minimum Requirements

Operating System	Windows 7&8 / Vista / XP and Mac OS 10.5 or above
CPU	Pentium III or above
RAM	At least 256MB
Interface	USB port

9. Troubleshooting

Problem	Cause	Solution
Cannot turn on the scanner	Low battery power	Recharge the battery
Pictures cannot be saved while you are scanning them	1. The MicroSD card has not been installed 2. Memory is full 3. The MicroSD card has not been formatted properly	1. Insert a MicroSD card 2. Transfer the pictures from the scanner to the computer to create storage space in the memory card 3. Please refer to section 4.8
"Scan Error" icon pops up on the LCD screen while scanning without the docking station	Scanning speed is too fast	Scan the document again
"Scan Error" icon pops up on the LCD screen while scanning with the docking station	The speed of the MicroSD card is relatively low	Replace the original memory card with another higher class MicroSD card. (Class 6 or above is recommended)
Computer does not recognize your scanner when connected(You cannot find your device under removable disk)	Connection failure	1. Make sure all cable connections are secured 2. Restart the computer if necessary
Zebra stripes occur on the top or bottom of scanned document	The scanning document goes awry during scanning	Put the document in place and scan again
Blurry images	1. The lens of scanner is dirty 2. Contact Image Sensor aged	1. Clean the lens with soft and dry cloth 2. Recalibrate the scanner. Refer to section 4.9
Black Images/Black or white vertical lines	1. canner sensor's protective glass is dirty 2. Calibration data is off-set	1. Clean the sensor's protective glass with clean and soft dry cloth. 2. Recalibrate the scanner. Refer to section 4.9
Wi-Fi abnormal connection	1. Abnormal connection 2. The battery power is low.	1. Reconnect the Wi-Fi. Refer to section 6. 2. Charge the built-in battery with the included USB cable or an AC/DC power adapter via the USB interface (Not included).

AM-47W+A02-GB-STD-3