

fi-6670/fi-6770/fi-6750S Image Scanner

Getting Started

Thank you for purchasing a fi-6670 / fi-6770 / fi-6750S Color Scanner series. This Getting Started is the startup guide that summarizes the preparatory actions needed before use. Be sure to thoroughly read this manual before you start using the scanner.

Read the Operator's Guide (PDF) included in the Setup DVD-ROM for information about the scanner's operation procedures, daily care, consumables replacement, and troubleshooting.

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Conventions

Symbols Used In This Manual

For notational conventions, the following symbols are used in this manual.



This symbol alerts operators to particularly important information. Be sure to read this information.



This symbol alerts operators to helpful advice regarding operation.

Naming Conventions in This Manual

■ Scanners

The scanners are indicated as follows:

Model	Indication	
fi-6670	ADF type	Scanner
fi-6770/fi-6750S	Flatbed type	

The explanation in this manual bases on the following models:

- ADF type: fi-6670
- Flatbed type: fi-6770

■ Operating Systems and Software Products

The OSs and products in this manual are indicated as follows:

Product	Indication	
Windows® XP Home Edition (Service Pack 3 or later)	Windows XP	Windows *1
Windows® XP Professional (Service Pack 3 or later)		
Windows® XP Professional x64 Edition (Service Pack 2 or later)		
Windows Server® 2003, Standard Edition	Windows Server 2003	
Windows Server® 2003, Standard x64 Edition		
Windows Server® 2003 R2, Standard Edition (Service Pack 2 or later)		
Windows Server® 2003 R2, Standard x64 Edition (Service Pack 2 or later)		
Windows Vista® Home Basic (32-bit/64-bit) (Service Pack 1 or later)	Windows Vista	
Windows Vista® Home Premium (32-bit/64-bit) (Service Pack 1 or later)		
Windows Vista® Business (32-bit/64-bit) (Service Pack 1 or later)		
Windows Vista® Enterprise (32-bit/64-bit) (Service Pack 1 or later)		
Windows Vista® Ultimate (32-bit/64-bit) (Service Pack 1 or later)		

Product	Indication	
Windows Server® 2008 Standard (32-bit/64-bit) Windows Server® 2008 R2 Standard (64-bit)	Windows Server 2008	Windows *1
Windows® 7 Home Premium (32-bit/64-bit) Windows® 7 Professional (32-bit/64-bit) Windows® 7 Enterprise (32-bit/64-bit) Windows® 7 Ultimate (32-bit/64-bit)	Windows 7	
Windows Server® 2012 Standard (64-bit)	Windows Server 2012	
Windows Server® 2012 R2 Standard (64-bit)	Windows Server 2012 R2	
Windows® 8 (32-bit/64-bit) Windows® 8 Pro (32-bit/64-bit) Windows® 8 Enterprise (32-bit/64-bit)	Windows 8	
Windows® 8.1 (32-bit/64-bit) Windows® 8.1 Pro (32-bit/64-bit) Windows® 8.1 Enterprise (32-bit/64-bit)	Windows 8.1	

*1) Where there is no distinction between the different versions of the above operating system, the general term "Windows" is used.

Arrow Symbols in This Manual

Right-arrow symbols (⇒) are used to separate icons or menu options you should select in succession.

Example: Select [Tool] ⇒ [Scan Setting].

Screen Examples in This Manual

The screen examples in this manual are subject to change without notice in the interest of product improvement.

If the actual displayed screen differs from the screen examples in this manual, operate by following the actual displayed screen while referring to the user's manual of the scanner application you are using.

The screen examples used in this manual are of the TWAIN driver, ISIS driver, and ScandAll PRO (image scanning application).

Safety Information

The attached "Safety Precautions" manual describes important details for users to use this product safely and correctly. Read the Safety Precautions thoroughly before you start using this product.

Warning Indications Used In This Manual

The following indications are used in this manual to obviate any change of accident or damage to you and/or the equipment.



This indication alerts operators to an operation that, if not strictly observed, may result in severe injury or death.



This indication alerts operators to an operation that, if not strictly observed, may result in safety hazards to personnel or damage to equipment.

1

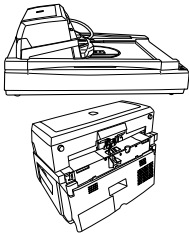







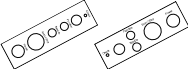
Preparation

Contents of the Scanner Package

When you unpack the scanner package, make sure that all of the following parts are included in the package.

Make sure the scanner package contains all the parts listed in the package contents list that is included in the package box.

If any parts are missing or defective, contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider.

	Scanner (x1)
	ADF paper chute (x1)
	Stacker (x1)
	AC cable (The contents may vary depending on the country and the model purchased.)
	USB cable (x1)
	Setup DVD-ROM (x1)
	2D Barcode for PaperStream Setup CD-ROM (x1) [fi-6670/fi-6770]
	Safety Precautions (x1)
	Operator panel overlay (x5)

2

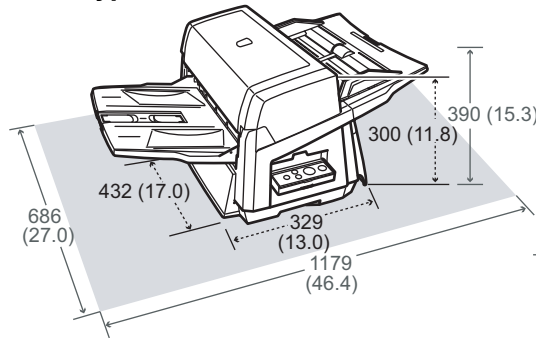
Installing the Scanner

The following describes how to install the scanner.

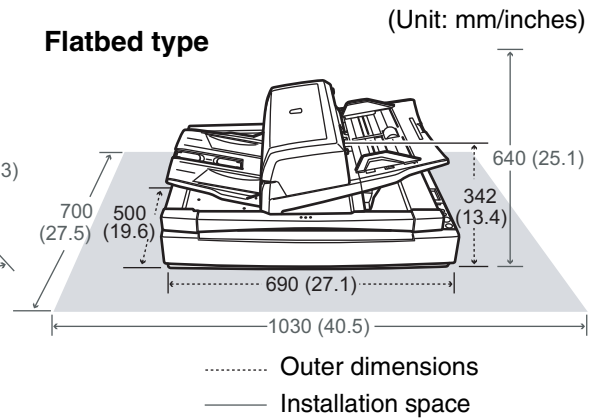
1 Place the scanner at its installation site.

The outer dimensions and the spaces required for installing the respective scanner types are as follows:

ADF type

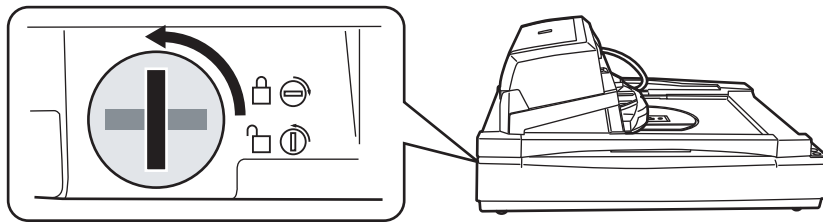


Flatbed type



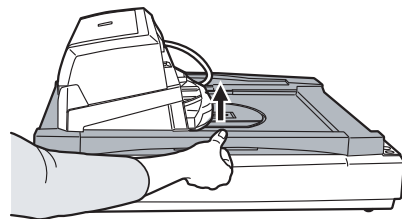
2 Unlock the Transport Lock (Flatbed type only).

Using a coin or similar, rotate the Transport Lock counterclockwise by 90 degree to unlock it.

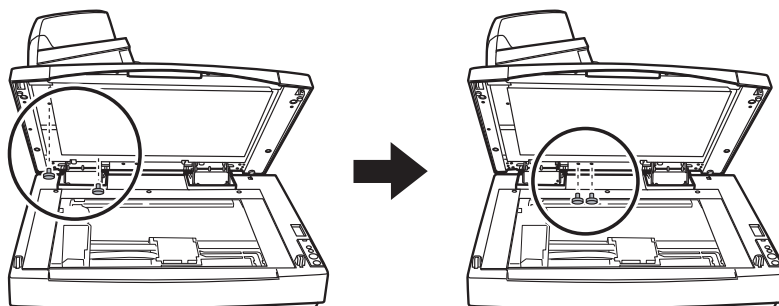


3 Adjust the position of the ADF (Flatbed type only).

1) Holding the handle, lift open the Document Cover.



2) Remove the ADF Lock Screws, and then set them to the Lock Screw Storage Holes.



3) Gently close the Document Cover.

4) Change the position of the ADF.

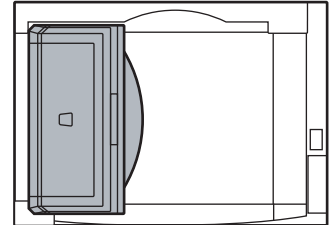


- Be careful not to pinch your fingers when moving the ADF.
- Never rotate the ADF by more than 180 degree. Doing so may damage the ADF.

The ADF can be set to any of the following three positions:

After repositioning the ADF, be sure that the ADF is firmly locked to the new position.

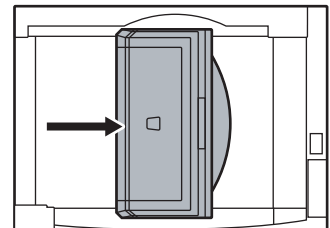
■ Traditional (Factory default)



■ Standard (Space-saving type and for right-handed operators)

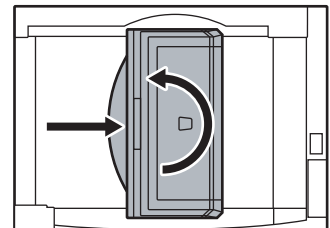
Slide the ADF toward the center of the scanner.

Note the following explanation in this manual is based upon this standard type of the scanner.



■ Reversed (Space-saving type and for left-handed operators)

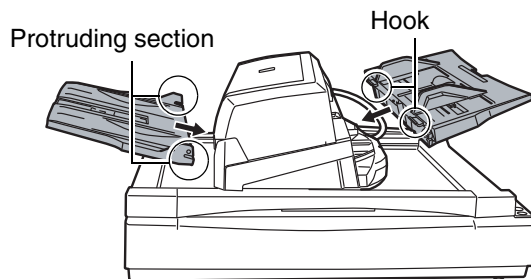
Slide the ADF toward the center of the scanner, and then rotate it counterclockwise by 180 degree.



4 Attach the Stacker and the ADF Paper Chute to the scanner.

1) Insert the hooks of the ADF Paper Chute into their corresponding holes on the scanner.

2) Fit the protruding sections of the Stacker into their corresponding slots on the scanner.



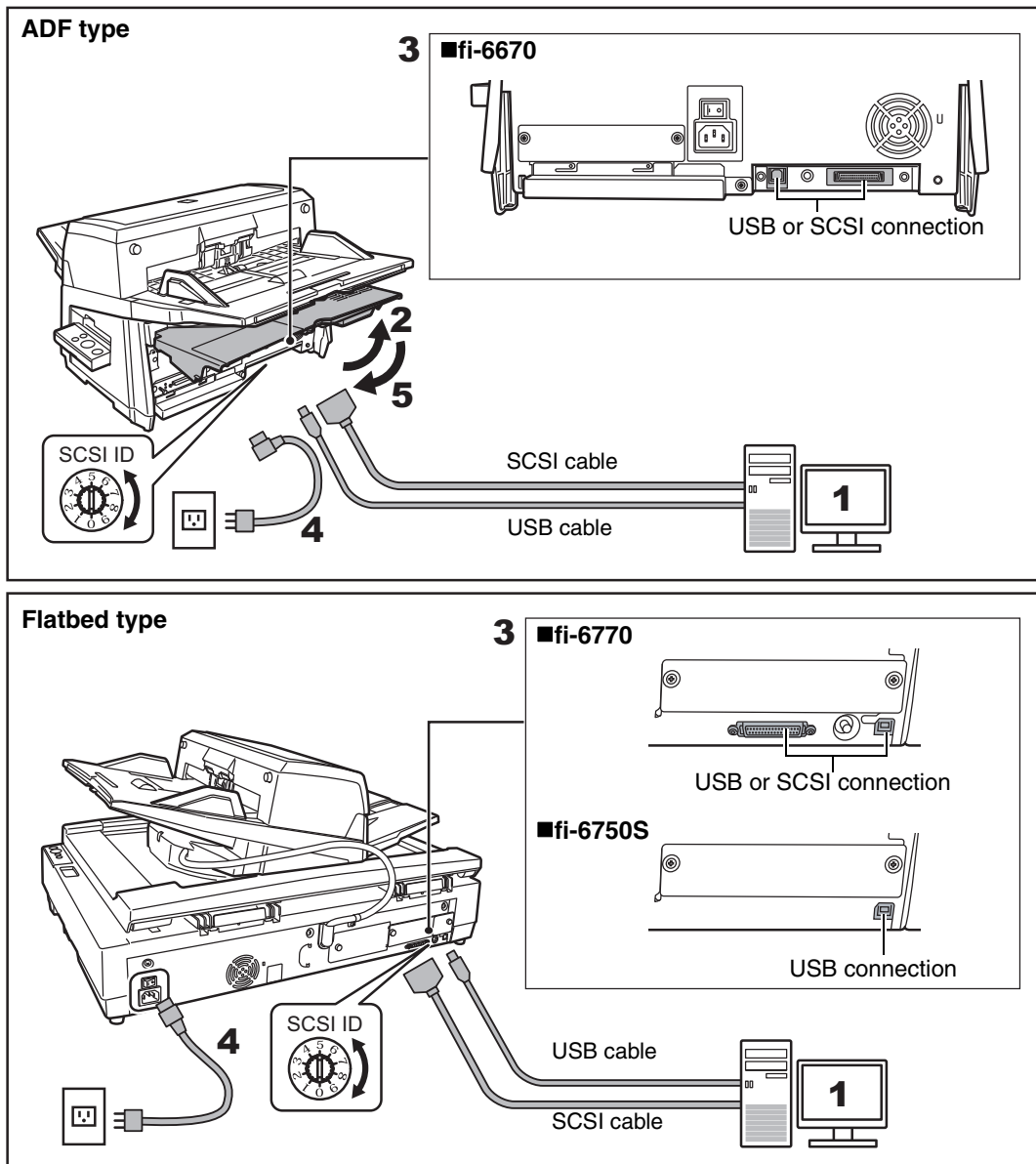
3

Connecting the Cables

The following describes how to connect the cables between the scanner and your computer.



The type of the connector for the cable depends on the scanner model you use. Confirm the scanner model and use the correct cable.



- 1 Make sure that the computer is turned OFF.**
- 2 Open the Cable Cover (ADF type only).**
- 3 Connect the scanner to your computer either with a USB or SCSI cable.**



- You cannot make both USB and SCSI cable connections at the same time.
- You cannot connect multiple computers to the scanner at the same time.
- Turn off the scanner and your computer first when you switch the interface cable.

The following describes the requirements for connecting with the respective cables.

■ USB cable

- Be sure to use the USB cable which comes as an accessory with this scanner.
- When connecting to an USB hub, use the first stage USB hub that is closest to the computer. If you use the second or later hub stages, the scanner may not operate correctly.
- 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.

■ SCSI cable



Be careful not to damage any pins of the SCSI connector when connecting the scanner to your computer.

- When using the scanner with a SCSI interface, the following types of SCSI cable and SCSI card must be purchased.
- SCSI cable:
Use a SCSI cable whose connector on the computer side mates to the connector on the SCSI card installed on your computer.
On the scanner side, use a 50-pin high-density type SCSI cable.
- SCSI card:
Find the recommended SCSI card information on the Fujitsu website (FAQ):
<http://www.fujitsu.com/global/support/computing/peripheral/scanners/scsi/>
- In a SCSI daisy chain formation, connect the scanner so that it is the terminated device.
- The SCSI ID initially set at the factory is [5]. If the SCSI ID of another SCSI device is set to the same ID, change the scanner's SCSI ID to [0] through [7].

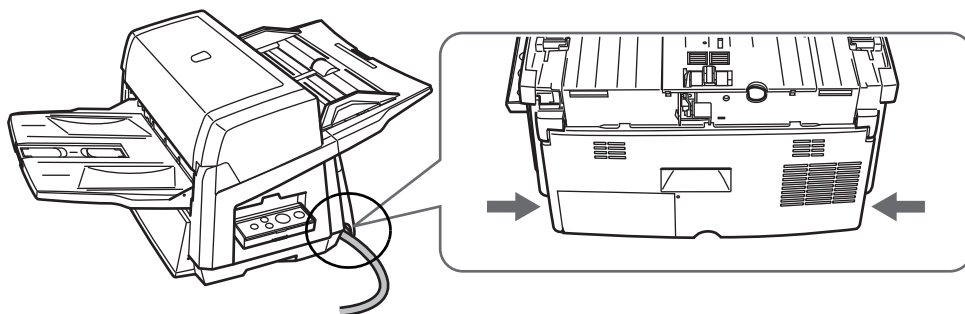
- 4 Connect the Power cable to the Power Connector of your scanner and to the power outlet.**



Be sure to use the supplied power cable. Use of other power cables may cause electrical shock or malfunction.
Do not use the supplied power cable for other products. Doing so may cause electrical shock or malfunction.

- 5 Close the Cable Cover (ADF type only).**

Let the cables out from the side slots of the scanner.



4 Installing the Software

Bundled Software

The following software are bundled with the scanner:

■ PaperStream IP (TWAIN) Driver

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

■ PaperStream IP (ISIS) Driver

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

■ 2D Barcode for PaperStream [fi-6670/fi-6770]

This option can recognize two dimensional codes.

Can be used with the PaperStream IP (TWAIN) driver, the PaperStream IP (ISIS) driver, or PaperStream Capture.

For fi-6750S, the 2D Barcode for PaperStream option is sold separately.

For details about the installation, refer to readme in the 2D Barcode for PaperStream Setup CD-ROM.

■ Software Operation Panel

Configure various settings such as the operation of the scanner and managing the consumables. Installed together with the PaperStream IP (TWAIN) driver and PaperStream IP (ISIS) driver.

■ Error Recovery Guide

Shows the error status and countermeasures when an error occurs. Installed together with the PaperStream IP (TWAIN) driver and PaperStream IP (ISIS) driver.

■ PaperStream Capture

An image scanning application that supports the PaperStream IP (TWAIN) driver and PaperStream IP (ISIS) driver. By defining scan settings as document profiles, you can customize the settings according to your preference.

■ ScanSnap Manager for fi Series

An application that scans images with the driver settings that are used exclusively for ScanSnap Manager for fi Series. PaperStream IP (TWAIN) driver is required to use this application. Enables easy scanning with a single button.

You can download and install this application from the download web page.

■ Scan to Microsoft SharePoint

An application that allows you to upload your files easily from ScanSnap Manager for fi Series to a SharePoint site. Can be used to scan from ScanSnap Manager for fi Series.

You can download and install this application from the download web page.

■ ABBYY FineReader for ScanSnap™

Bundled for use with ScanSnap Manager for fi Series, this application converts scanned images into Microsoft® Office (Word/Excel®/ PowerPoint®) files. Can be used to scan from ScanSnap Manager for fi Series.

You can download and install this application from the download web page.

■ Manual

Includes Safety Precautions, Getting Started, and 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 User's Guide.

■fi Series Online Update

An application that checks for the software updates for fi Series, and runs the updates.

■Other Software (Legacy)

Software that were bundled with older versions of scanners are also included.

- 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.
- Image Processing Software Option
A software option featuring advanced binarization of scanned images. Can be installed together with the scanner drivers (TWAIN/ISIS).
- ScandAll PRO
ScandAll PRO is a software application for scanning images, which is in compliance with both TWAIN/ISIS standards. By assigning scan settings into batch profiles, it enables one-touch operations to perform scanning in ways that best suit your needs.
You can download and install this application from the download web page.

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 [Installation (Recommended)] to install all the software required to operate the scanner, or [Installation (Custom)] to select and install the software as needed.



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.

Installation (Recommended)

The following software are installed:

- PaperStream IP (TWAIN) Driver
- Software Operation Panel
- Error Recovery Guide
- PaperStream Capture
- Manual
- Scanner Central Admin Agent
- fi Series Online Update

- 1 Turn on the computer and log onto Windows as a user with Administrator privileges.**

2 Insert the Setup DVD-ROM into the DVD drive.

⇒ The [fi Series Setup] screen appears.



If the [fi Series Setup] screen does not appear, double-click "Setup.exe" in the Setup DVD-ROM via Windows Explorer or [Computer].

3 Click the scanner model.

4 Click the [Installation (Recommended)] button.



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

Installation (Custom)

1 Perform steps 1 to 3 in "Installation (Recommended)" (on page 9).

2 Click the [Installation (Custom)] button.



3 Select the check box for the software to install and click the [Next] button.

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

5

Test-Scanning Documents

Using PaperStream Capture, you can test-scan documents to check if they are scanned with the ADF correctly. For how to scan documents with the flatbed, refer to “Chapter 4 Various Documents” in the Operator’s Guide.

The following describes how to test-scan a document:

1 Turn on the scanner.

1) Press the “I” side of the main power switch of the scanner.

2) Press the [Power] button on the Operator Panel.

The scanner is turned ON, and the Power LED on the Operator Panel lights in green.

Note that while the scanner is being initialized, the indication of the Function Number Display changes as; “8” ⇨ “P” ⇨ “1”, where “1” means that the Operator Panel is in the Ready Status.

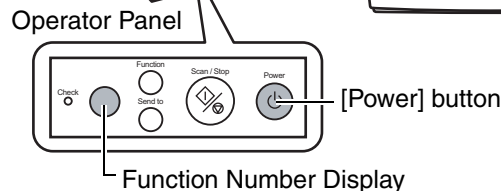
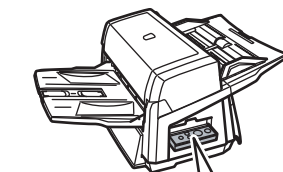


If you see an error indication other than the above on the Function Number Display, refer to “Chapter 7 Troubleshooting” in the Operator’s Guide.

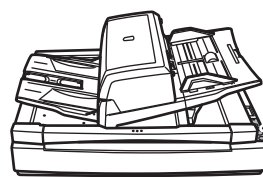
Ex. :If “U” is displayed on the Function Number Display, it means that the Transport Lock remains locked. In such case, you need to unlock the Transport Lock.

For how to unlock the Transport Lock, refer to “Section 2 Installing the Scanner” (on page 4).

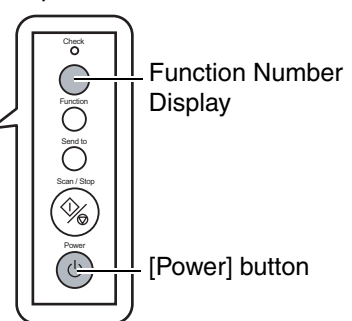
ADF type



Flatbed type



Operator Panel



2 Turn on your computer.



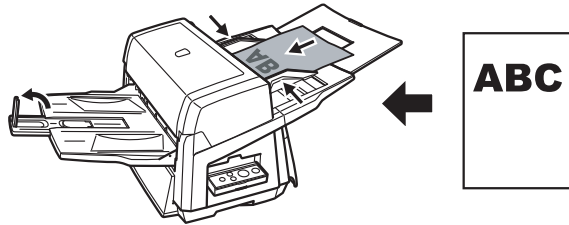
For a SCSI connection, turn on the scanner and confirm that the Function Number Display shows “1.” Then, turn on your computer.

3 The scanner is automatically detected, and the [Found New Hardware] dialog box appears.

Select [Locate and install driver software (recommended)] to install the driver, following the on-screen instructions.

4 Load a sheet into the scanner.

- 1) Load the document on the ADF Paper Chute face down.
- 2) Align the side guides to the width of the document.
- 3) Pull out the Stacker to the length of the document, and then raise the Stopper.



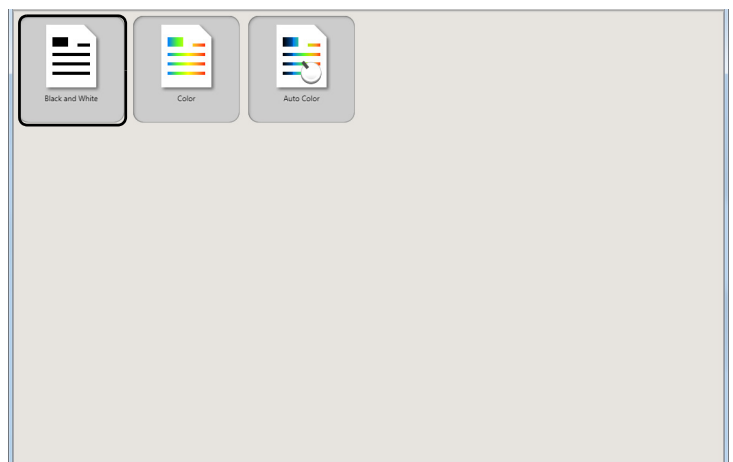
5 Start up PaperStream Capture.

- Windows XP/Windows Vista/Windows Server 2008/Windows 7
Select the [Start] menu ⇒ [All Programs] ⇒ [PaperStream Capture] ⇒ [PaperStream Capture].
- Windows Server 2012/Windows 8
Right-click the Start screen, select [All apps] on the app bar, and then select [PaperStream Capture] under [PaperStream Capture].
- Windows Server 2012 R2/Windows 8.1
Click [↓] on the lower left side of the Start screen, and then select [PaperStream Capture] under [PaperStream Capture].
To display [↓], move the mouse cursor.

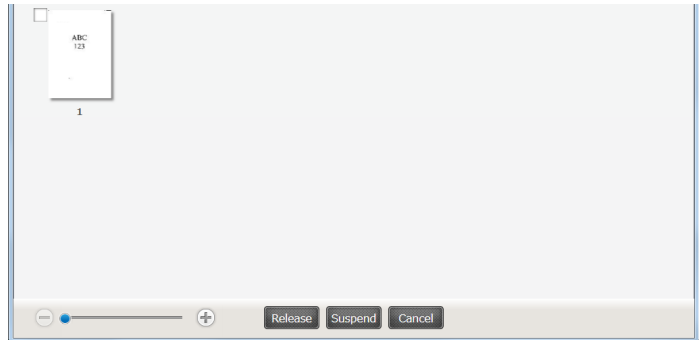
6 Click the [Scan] button in the Menu Area.

7 Click one of the three types of document profiles that are prepared beforehand.

Below is an example of when the document profile [Black and White] is clicked.



⇒ The document is scanned, and the scanned image is displayed.



Refer to “Chapter 7 Troubleshooting” in the Operator’s Guide, in case you see a number and an alphabet displayed on the Function Number Display.

For information about other scanning features, refer to “Chapter 4 Various Documents” in the Operator’s Guide contained in the Setup DVD-ROM.