Sheet-fed type
Photo Scanner

User’s Manual

Regulatory model: FS-1204B

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This product has been tested and found to comply with the limits for a class B digital device, pursuant to Part 15 of the FCC rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. The FCC Class B 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 your point of purchase or service representative for additional suggestions.
European Union Regulatory Notice

Products bearing the CE marking comply with the following EU Directives:

- Low Voltage Directive 2006/95/EC
- EMC Directive 2004/108/EC
- Restriction of the use of certain hazardous substances (RoHS) Directive 2011/65/EU

CE compliance of this product is valid if powered with the correct CE-marked AC adapter provided by Avision.

This product satisfies the Class B limits of EN55022, EN55024, safety requirements of EN 60950 and ROHS requirements of EN50581.

*This machine is certified as Class 1 LED product.

Disposal of Waste Equipment by Users in Private Union

This symbol on the product or on its packaging indicates that the product can not 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. Fore more information about where you can drop off your waste equipment for recycling, please contact your local city office, your household waste disposal service or the shop where you purchased the product.

System Requirements

- IBM compatible PC 586, Pentium or higher
- Microsoft Windows XP SP3, Windows Vista/Windows 7
- USB port 2.0 (compatible with USB 1.1)
- At least 100 MB of free hard disk space (500 MB is recommended)
- At least 128 MB of system memory (512 MB of RAM is recommended)
  At least 1 GB of RAM for Windows Vista
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1. **Introduction**

Congratulations on your purchase of the photo scanner. With this scanner, you can scan and store your photos directly to your memory card or USB flash drive without connecting it to any computer.

Simply insert a memory card or a USB flash drive into the scanner, and turn it on. When the scanner is ready, feed your photo or paper into the scanner and your images will be stored in the memory card/USB flash drive.

Before you install and operate the product, please take a few minutes to read through this manual. It provides proper instructions for you to install, operate and maintain the product.

The following figure indicates the package contents. Please check all the items against your checklist. If you do not receive all the items, please contact your authorized local dealer immediately.
1.1 Scanner package

1. Scanner
2. Memory Card (User’s Guide)
3. Sensor Cleaning Swab
4. Roller Cleaning Tool
5. Calibration Chart
6. Power Adapter
7. USB Cable
8. Plastic Sheath

Note:
1. Only use the AC adapter (DVE/DSA-12PFA-05 FUS 050200, DVE/DSA-12PFA-05 FEU 050200, HONOR/ADS-5FN-06 05005GPCU, HONOR/ADS-5N-06 05005G) included in the machine. Using other AC adapters may damage the machine and void the warranty.
2. Please unpack the packing carefully, and check the contents against the checklist. If any items are missing or damaged, please contact your dealer immediately.
2. Scanner overview

2.1 Front view

![Scanner Front View]

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Function/ Description</th>
</tr>
</thead>
</table>
| 1   | Indicator light    | • Indicate the operation status of the scanner. During the scanning process, the indicator light is blinking in green or orange color. When error or paper jam, the indicator light will be blinking in red.  
• Indicate the scanning resolution. (Green LED: 300 dpi/Orange LED: 600 dpi) |
| 2   | Feeding slot       | Insert an original to begin scanning.                                                                                                                                 |
| 3   | Power button       | • Short press for about 1 second to turn on the scanner. The Power LED will be lit up.  
• Long press for 3 seconds to turn off the scanner. The Power LED will go off. |
| 4   | Function button    | • In ready mode, short press this button to switch the scanning resolution between 300 dpi and 600 dpi.  
• Press to eject paper during paper jam condition. (Refer to the 2-blink description of “The indicator light pattern” section on page 7-2).  
• Press until the indicator light starts blinking to calibrate the scanner. (Refer to the Calibrating the scanner section on page 6-2). |
## 2.2 Rear view

![Rear view diagram](image)

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Function/ Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Memory card slot</td>
<td>Insert a memory card.</td>
</tr>
<tr>
<td>2</td>
<td>USB Flash Drive</td>
<td>Insert a USB flash drive.</td>
</tr>
<tr>
<td>3</td>
<td>Mini USB port</td>
<td>Connect the scanner to a computer via a supplied USB cable.</td>
</tr>
<tr>
<td>4</td>
<td>Power jack</td>
<td>To connect the supplied power adapter to the scanner.</td>
</tr>
</tbody>
</table>
3. **Installation & operation**

3.1 **Precautions**

- Keep the product out of direct sunlight. Direct exposure to the sun or excessive heat may cause damage to the unit.
- Do not install the product in a humid or dusty place.
- Be sure to use the proper AC power source.
- Place the product securely on an even, flat surface. Tilted or uneven surfaces may cause mechanical or paper-feeding problems.
- Retain the product box and packing materials for shipping purposes.

3.2 **Suitable documents**

Following types of documents are suitable to be scanned:

1. The acceptable paper size is 50.8 x 50.8 mm (2” x 2”) ~ 127 x 178 mm (5” x 7”).
2. Support 101.6 x 292 mm (4” x 11.5”) ASP photo (only at 300 dpi).
3. Do not use the following types of originals for scanning; otherwise the scanner may malfunction or cause the original to jam in the slot.
   - Originals thicker than **0.5 mm (0.02”)**
   - Originals with either side shorter than **55 mm (2.2”)**
   - Originals with lots of black or dark colors
   - Originals with dark colors surrounding the edges
   - Transparencies (filmstrips, celluloid, etc.)
   - Printed images (pictures on newspapers, magazines, etc.)
   - Soft and thin materials (thin paper, cloth, etc.)
   - Originals that exceed the acceptable size
3.3 Powering on the scanner

1. Plug the small end of the power adapter cable to the power jack on the scanner.

2. Plug the power adapter into a power outlet.

3. Press the **Power** button (/logo) for about 1 second to turn on the scanner. The Power LED light will be flashing and then solidly on.
3.4 Inserting a memory card or a USB flash drive

After turning on the scanner, if no memory card or USB flash drive has been plugged to the scanner, the LED light will be flashing in red. Simply insert a memory card or a USB flash drive to clear the warning.

Insert a memory card into the memory card slot. The indicator light stops blinking and stays on steadily, indicating the scanner is ready.

Or

Insert a USB flash drive into the USB flash port at the back of the scanner. The indicator light stops blinking and stays on steadily, indicating the scanner is ready.

Important!
Insert either a memory card or a USB flash drive at one time. Do not use the scanner while the memory card and the USB flash drive are plugged into the product at the same time.
3.5 Choosing your desired resolution

The scanner provides you option to switch your desired scanning resolution between 300 dpi and 600 dpi.

To switch your scanning resolution,

1. In Ready status, your original will be scanned in 300 dpi by default. To switch the scanning resolution to 600 dpi, short press the Function button ( ). The indicator light will be lit in orange.

2. To switch your desired resolution to 300 dpi, simply short press the Function button ( ) again, the indicator light will be lit in green. This indicates the scanning resolution has been changed to 300 dpi.

**Scanning Tips:**
- To gain high quality and accuracy of text recognition using business card recognition software application, make sure you are scanning your name card at the resolution of 600 dpi.
- To gain optimal image quality, it is recommended to scan photos at the resolution of 300 dpi.
3.6 Scanning an original

1. Insert your photo into the plastic sheath supplied with the scanner. (The detailed usage of the plastic sheath is described in the next page.)

2. With the side to be scanned facing upward and in correct orientation, place the left edge of the original against the left edge of the feeding slot.

3. Simply let go the original when it begins to feed into the slot. The indicator light starts blinking when the original is been scanned.

4. When the scan is completed, the scanner will automatically create a folder with its subfolder titled "DCIM\100Photo" on your memory card or flash card, which will hold the first 9999 scans. Then "DCIM\101Photo" folder will be created for the next 9999 scans, and so on.

(Each scanned image is given a file name with the prefix IMG followed by a 4-digit sequential number in the order the images are stored. For example, IMG0001.jpg, IMG0002.jpg, etc.)

**Note:**
- Do not remove the memory card or disconnect the power supply while the Indicator light is blinking.
- This scanner only supports output images in JPEG (.jpg) format.
- If the memory card is near full (lower than 1MB), the indicator light blinks. Use another card or delete some files on it if necessary.
- Insert only one original at a time, and insert the next original only when the previous one is done and the blinking has stopped, otherwise the scanner may malfunction.
- Remove the things remained on the photo, such as staples, paper clips, and paper sticky notes before feeding it into the scanner due to possible damage to the scanner.
**Important!**
If you are inserting your photo in a portrait orientation at 300 dpi, the scanned image will be automatically rotated in landscape orientation. Note the rotation feature is not available for 600 dpi.

<table>
<thead>
<tr>
<th>Scanning orientation (300 dpi)</th>
<th>Scanned image</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Scanning orientation" /></td>
<td><img src="image" alt="Scanned image" /></td>
</tr>
</tbody>
</table>
3.7 Using plastic sheaths

Always use the clear plastic sheath (included) when scanning photos to ensure the best scanning results. The sheath helps eliminate the possibility of defocusing due to the uneven surface of curled photos.

![Curled photo]

1. Insert the photo into the plastic sheath as shown below.

![Insert photo into plastic sheath]

2. Insert the plastic sheath, flat and level, into the scanner’s feeding slot, folded side first, image facing up.

**Note:**
- Using the white plastic sheath will disable the auto crop (automatic crop your image according to your photo size) and deskew (auto straighten) functions.
- Keeping the original flat and level when feeding prevents possible jamming.
- Keep originals free from finger prints, oil, dirt, and dust for optimum scanned image quality.
- Remove photos from the plastic sheath after scanning to prevent the sheath from sticking to the photos over time.
- If the plastic sheaths are not in use, store them in a safe place and keep them protected from accumulating dust.
3.8 Scanning dark or night pictures

When you need to scan dark or night pictures, be sure to insert your photo into the plastic sheath to avoid an incomplete scanned image. However, using the white plastic sheath will disable the auto crop (automatic crop your image according to your photo size) and deskew (auto straighten) functions. This means though you have completed scanning your photo, your image may look slightly skew if you have not placed the photo straight in the scanner.

The scanned image using a plastic sheath
3.9 Powering off the scanner

To turn off the scanner, simply long press the **Power** button (جماع) for about 3 seconds. The LED indicator light will go off.

**Note:**
If the scanner has not been used for about 5 minutes, the scanner automatically powers off.

**Important:**
(1) Insert only one photo at a time, and insert the next one only when the previous one is done. Otherwise, the scanner may malfunction.

(2) The paper detector is quite sensitive. Please do not push your photo or card into the feeding slot or the top of your image will be cut. Simply let go the photo (card) when it begins to feed into the slot.

(4) The scanner has a built-in cropping function that is capable to detect and crop the edges of an original. The max cropping size is 1.5mm per edge, as illustrated below:
4. Connecting to a computer

By connecting the scanner to a computer, you can use the scanner as a memory card or flash disk reader, so that you can freely view or copy files from the memory card or flash disk using the computer.

4.1 How to connect to a computer

1. Connect the plug on the power adapter cable to the power connector on the scanner.

2. Plug the power adapter into a power outlet. The indicator light on the scanner will blink in green and then in red.

3. Insert a memory card into the memory card slot or a USB flash drive, and then the indicator light on the scanner stops blinking and stays on steady, indicating the scanner is ready.

4. Connect the mini end of the USB cable (included with scanner) to the Mini USB connector on the scanner.

5. Power on your PC, and then connect the large end of the USB cable to a USB port on your PC.

6. When the scanner connects successfully with a computer, a Removable Disk Drive will be shown in Windows Explorer. If a memory card or flash disk is inserted to the scanner, the Removable Disk will be replaced with the name of the memory card or flash disk.
7. After your scan, a folder with its subfolder titled **DCIM\100Photo** is added to the memory card and the scanned image will be saved in JPEG file format.

Each scanned image is given a file name with the prefix `scan` followed by a 4-digit sequential number in the order the images are stored. For example, **IMG0001.jpg**, **IMG0002.jpg**. If the file name reaches **IMG9999.jpg** in the Photo1 folder, a new folder titled Photo2 will automatically be created to store subsequent new files, and so on.

8. You can now view or copy the image files from the memory card via your computer.

### 4.2 Disconnecting the scanner from a computer

1. On the Windows System Tray, click the hardware removal icon.
2. Click the 'Safely remove USB mass Storage device' message with the corresponding Drive.
3. When the 'Safe to Remove Hardware' message appears, you can safely remove the scanner’s USB cable.
5. Scanning photos to iPad, a Macintosh computer, or a Smartphone

5.1 Scanning photos to iPad

With this scanner, you can scan your photos and import the scanned images to your iPad.

To scan photos to your iPad,

**Important!**
Since the scanner is a USB device, please first make sure you have an iPad camera connector which is included in the iPad Camera Connection Kit. The iPad camera connector offers a USB adapter that plugs into the dock connector.

1. Insert a memory card to your scanner and turn on the scanner.
2. Plug the iPad camera connector into the dock connector port on your iPad.
3. Connect one end of the supplied USB cable to the scanner and the other end to the camera connector.

4. Turn on your iPad.
5. Insert your photos to the feeding slot of the scanner. The scanner begins scanning.
6. The thumbnail of the scanned images will be displayed in the Photo application of your iPad.
7. Choose “Import” to import and organize the scanned images into the albums of your iPad.

**Tips**
If the scanned images do not display in your iPad, try to turn off and on your iPad.

5.2 Scanning photos to a Macintosh computer

2. Insert a memory card to your scanner and turn on your scanner.
3. Connect the scanner to your Macintosh computer with the supplied USB cable.
4. Insert your photos to the feeding slot of the scanner. The scanner begins scanning and save the images to the memory card.
5. Choose the USB device by selecting the “No name” folder on your desktop. The scanned images are stored in folder of DCIM and 100PHOTO in succession.
5.3 Scanning documents to a SmartPhone

The product allows you to scan your documents to a SmartPhone which supports the mode of mass storage device. To scan your documents to a SmartPhone, please follow these steps:

1. Unplug a memory card to your scanner and turn on your scanner.
2. Connect one end of the USB cable that came with your SmartPhone to the USB Flash Drive port marked with a USB icon on your scanner and connect the other end to the USB port of your SmartPhone.

3. On the screen of your SmartPhone, an enquiring of your connection type will be prompted.
4. Choose "mass storage device" on your SmartPhone.
5. Insert your documents to the feeding slot of the scanner. The scanner begins scanning. The scanned images are stored in the folder of “DCIM\100PHOTO”.
6. **Maintenance**

6.1 **Cleaning the roller**

Clean the scanner roller on the following conditions:

- The scanned images have streaks or scratches.
- The scanner does not feed document smoothly.

1. Clean the scanner’s outer casing first using a soft, lintless cloth.
2. Connect the power supply to the scanner.
3. Place the supplied roller cleaning tool on the feeding slot, with the front end feeding first and the sponge end feeding last and holding by one hand as shown below:

![Roller Cleaning Tool Diagram]
4. The scanner starts feeding the cleaning tool automatically.

5. When the feeding or cleaning process is completed, the feeding will be stopped by the sponge and the indicator light will blink twice in red to indicate the paperjam status.

6. Press the **Function** button ( ). The cleaning tool will be automatically ejected.

**Note:**
Adding some isopropyl alcohol (95%) on the roller cleaning tool is more efficient when cleaning the roller.
6.2 Cleaning the image sensor

1. Clean the scanner’s outer casing first using a soft, lintless cloth.
2. Make sure the scanner is disconnected from the power supply.
3. With one hand pressing the product, insert the sensor cleaning swab into the feeding slot and align it to the sensor cleaning swab icon with the other hand as indicated.
4. Slide the sensor cleaning swab to the left end and then to the right end of the feeding slot as indicated.
5. Remove the sensor cleaning swab.
6. Repeat step 3 to step 5 for five or six times consecutively.
7. Remove the sensor cleaning swab, store it in a safe place and protect it from dust.
6.3  Calibrating the scanner

If the scanned image looks fuzzy or there are strange stripes on it, the scanner may need to perform a calibration in order for the sensor to resume its original precision. To calibrate the scanner:

You will need to have the calibration sheet ready.

1. Follow the instructions of Cleaning the Roller and Image Sensor on the following section to clean the sensors.

2. Press and hold the Function button ( Image ) until the indicator light starts blinking.

3. Insert the calibration chart to the feeding slot, as shown below:

4. The scanner starts calibrating.

**Note:**
Keep the calibration chart clean. Any dirt may make the calibration chart invalid or impact the calibration result.
If you have problems with the operation of the product, please check the following troubleshooting hints.

### 7.1 Frequently asked questions

**Question:** There are strange lines on the scanned image, or the image is not clear.

**Answer:** Check the following:

- Are there scratches on the original, or is the original clean? Remove any stains or dust from the original before scanning.
- Has the scanner been used for a long period of time without cleaning and calibration? Follow the instructions for "Cleaning the Scanner" and "Calibrating the Scanner", and then try again.

**Question:** The original gets stuck halfway in the feeding slot.

**Answer:** Press the Function button. The scanner will back out the original so you can remove the jammed original from the output slot.

**Question:** The indicator light blinks rapidly and no scan is possible.

**Answer:** Check the following:

- Is the memory card inserted properly into the memory card slot? Re-insert the card and try again.
- Is the SD card locked (set to write-protect)? Unlock the card.
- Is the memory card full? The indicator blinks when the free space on the memory card is below 1MB. Use another card if necessary.
- Make sure the memory cards are in FAT or FAT32 file formats only, not NTFS or any other file format.
- Did you insert the next original before the scanning process of the previous one was completed? Power the scanner off and back on and try again. Make sure that you scan the next original only after the scanning process of the previous one has completed.
- Does the length of the original exceed the maximum acceptable size?
Question: The scanned image is cut off when I scan dark or night pictures.
Answer: Please insert your photo to the white plastic sheath to get a complete image.

Question: The scanner feels warm to the touch.
Answer: It is normal for the scanner to emit a small amount of heat (around 30-45 Celsius) after prolonged use. However, if there are strange odors coming from the scanner or the scanner feels hot to the touch, disconnect the scanner immediately from the power supply or the computer.

7.2 The indicator light pattern

The indicator light patterns represent function status as follows:

<table>
<thead>
<tr>
<th>Light</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steadily on</td>
<td>The scanner is ready for use.</td>
</tr>
<tr>
<td></td>
<td>- Green LED: 300 dpi</td>
</tr>
<tr>
<td></td>
<td>- Orange LED: 600 dpi</td>
</tr>
<tr>
<td>Blinks continuously</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- <strong>Initialization</strong>: Initializing system and memory card. Please wait until the initialization process is complete before using the scanner.</td>
</tr>
<tr>
<td></td>
<td>- <strong>Scanning</strong>: Busy scanning and storing image files. Please wait until the process is complete before scanning another original.</td>
</tr>
<tr>
<td>2 Blinks</td>
<td>Paper jam. Press the <strong>Function</strong> button for about 0.5 seconds; the scanner will back out the original so you can remove it from the feeding slot.</td>
</tr>
<tr>
<td>3 Blinks</td>
<td>No memory card or memory card error. See details on preceding section <strong>Frequently Asked Questions and Answers</strong>.</td>
</tr>
<tr>
<td>4 Blinks</td>
<td>Calibration failed. Error indication only.</td>
</tr>
</tbody>
</table>
7.3 Technical Service

Before contact Avision, please prepare the following information:

- Scanner serial & revision number (located on the bottom of the scanner);

Please call us at:

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# Specifications

All specifications are subject to change without notice.

<table>
<thead>
<tr>
<th>Specification</th>
<th>Sheet-fed type Photo Scanner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Acceptable paper size</strong></td>
<td>50.8 x 50.8 mm (2”x 2”) ~ 127 x 178 mm (5” x 7”) Support 101.6 x 292 mm (4”x11.5”) ASP photo (only at 300 dpi)</td>
</tr>
<tr>
<td>Output image formats</td>
<td>JPEG with compression</td>
</tr>
<tr>
<td>Memory</td>
<td>Flash 512KB</td>
</tr>
<tr>
<td></td>
<td>Internal 32MB (DDRI)</td>
</tr>
<tr>
<td>Resolution</td>
<td>Scanned image 300 dpi/600 dpi (dots per inch)</td>
</tr>
<tr>
<td>Color</td>
<td>Scan color depth Color – 48 bit</td>
</tr>
<tr>
<td></td>
<td>Output format Color – 24 bit (JPEG)</td>
</tr>
<tr>
<td>Interfaces</td>
<td>Memory Cards SD / SDHC / MMC (Up to 32G)</td>
</tr>
<tr>
<td></td>
<td>USB Mini USB port compatible with the USB 2.0 / 1.1 Device specification</td>
</tr>
<tr>
<td></td>
<td>USB 2.0</td>
</tr>
<tr>
<td>USB Mass Storage Supported</td>
<td>Windows XP/Vista/7, Mac OS 10.5.x</td>
</tr>
<tr>
<td>Power</td>
<td>Input 100-240W</td>
</tr>
<tr>
<td></td>
<td>Output 5Vdc, 1.0A</td>
</tr>
<tr>
<td>Photo feeding</td>
<td>Sheet feed type</td>
</tr>
<tr>
<td>Weight</td>
<td>0.2 Kg (0.4 lb)</td>
</tr>
<tr>
<td>Dimensions (WxDxH)</td>
<td>183 × 74 × 43 mm (7.2 x 2.9 x 1.7 in)</td>
</tr>
<tr>
<td>Paper Thickness (g/m² or lb)</td>
<td>34~127 g/m² (9 to 34 lb) up to 0.5mm (0.02”)</td>
</tr>
<tr>
<td>Recommended Operating Environment</td>
<td>15ºC ~ 35ºC (59ºF~95ºF); 20% RH ~ 70% RH</td>
</tr>
</tbody>
</table>