

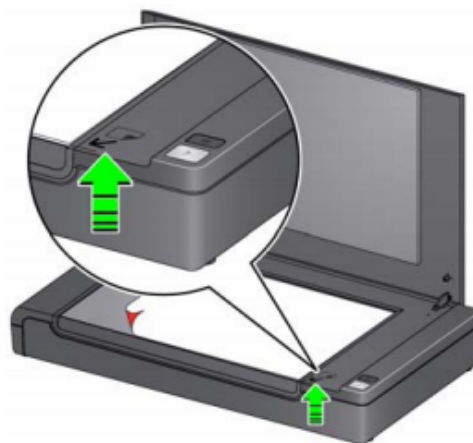
Using the flatbed

The flatbed can be used to scan exception documents, file folders, books, magazines, passports and more.

1. Open the flatbed cover.
2. Place the document **face down** on the glass platen.
3. Align the document in the lower right-hand corner at the corner arrow.

NOTES:

- When scanning from the flatbed, be sure there are no documents in the automatic document feeder of the scanner.
- When scanning documents be sure the flatbed cover is closed.
- The black background on the flatbed cover must be clean and smooth. If there are any imperfections, it may affect auto crop performance.
- When placing the document on the flatbed, the document should not extend beyond the arrow. The corner arrow corresponds to the 0,0 Origin on the cropping window in your scanning application.
- When placing a book on the flatbed, the book may extend all the way to the edge of the flatbed.



4. Close the flatbed cover.
5. Start scanning. You can scan the document using the Start/Resume button on the flatbed or scanner; or use the desired application.