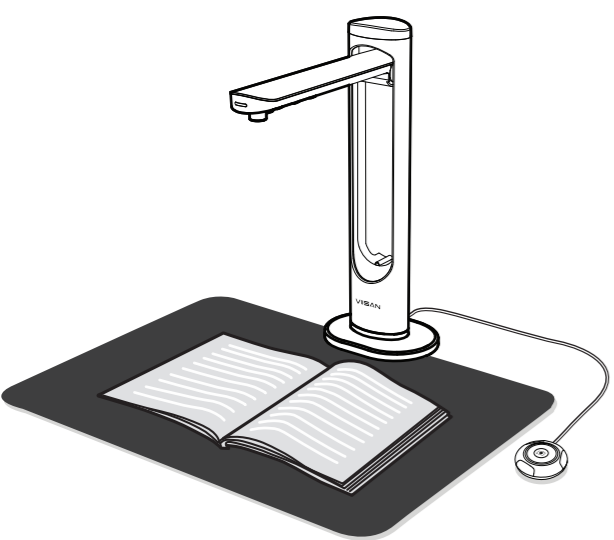# VIISAN®

Smart Professional Scanner
Quick Start Guide

Please read this guide before using the product.

Step 1. Instructions

Thank you for purchasing the VIISAN scanner. This device is a camera-based scanner with a built-in laser positioning feature for desktop or laptop using the USB connection. This quick start guide briefly describes the steps to start using this camera scanner. For more detailed information you can refer to the user's manual from the supplied CD-ROM. If you have any technical or service questions about the product, please E-mail our customer service using info@viisan.com then we will provide you with service and support.

Limited Warranty
This product provides limited warranty continues for one (1) year from the date of purchase.

Warranty Exclusions
The following circumstances excluded from warranty coverage:
• Product damage caused by catastrophes, thunder stroke, faulty electric power, and environmental factors.
• Defacing of product labeling (label alterations and falsifying, serial number missing, serial number no longer discernible, serial number invalid). All serial numbers are recorded and tracked for warranty purposes.
• Unauthorized changes of non-parts, modifications or alterations, parts removal in or to the products.
• Damage caused by operator error or operator fails to comply user manual instruction, such as, but not limited to improper storage resulting in product get wet, corrosion, ell off, squeezed or exposed to inadequate temperature/humid environment.
• Accessories or packing material such as boxes, user manual, etc.

Safety & Environmental Information
• This device complies with part 15 of the FCC rules and CE certification.
• Discarded electrical and electronic appliances are recyclable and should separate from household waste. Please actively support in conserving resources and protecting the environment by returning this appliance to the collection centers.
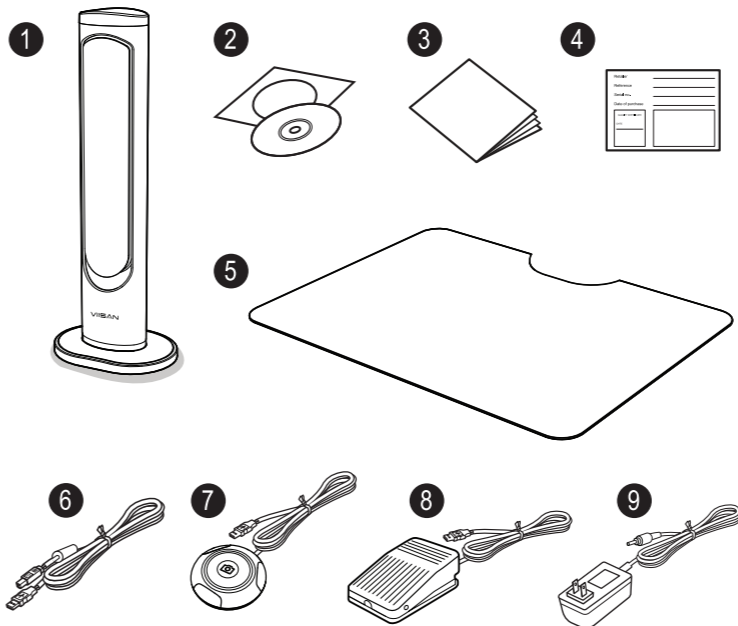
System Requirements

Intel Core 2 Duo 2.4 GHz Processor or Higher
DVD-ROM
USB 2.0 Jack
At least 4GB RMB (Recommended 8GB)
4GB Available HDD Space
Microsoft® Windows® 10、8.1、8、7 (32 Bit or 64 Bit)

Step 2. Unpacking

Before use, make sure the following items are included in the package.
If anything is missing, contact the retailer where you purchased the product.

1. Scanner
2. Software CD
3. Quick Start Guide
4. Warranty Card
5. Scanning Pad
6. USB Cable
7. Hand Button
8. Foot Pedal
9. Power Adapter (**NOTE:** Only supply for the dual-lens model)
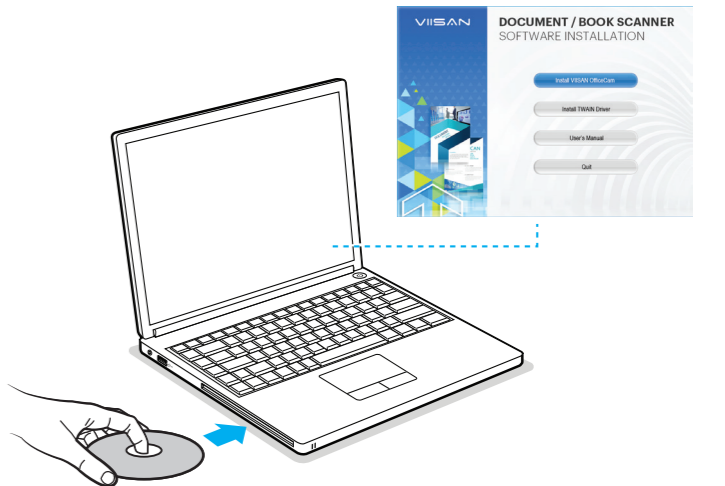

Step 3. Software Installation

1. Insert the enclosed Software CD into your computer's CD-ROM. The Software CD will run automatically, and then an installation menu will appear on the screen.

    NOTE: If the Software CD does not run automatically, locate the drive on thecomputer and double click on the "autorun.exe" file.

2. Click [INSTALL VIISAN OfficeCam] and follow the instructions on the screen to complete the installation.

3. For Windows 10/8.1/8/7/Vista users. If the [User Account Control] screen appears, click [Yes] to start the installation.
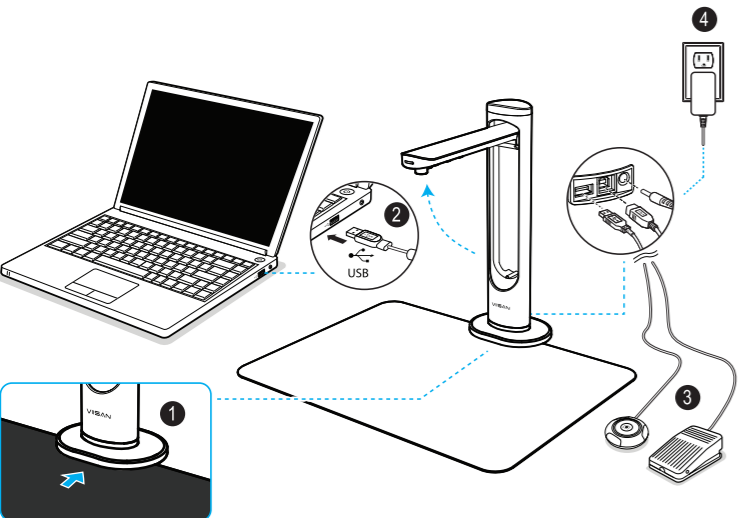
4. Once installed, the [VIISAN OfficeCam] software icon will appear on your desktop.

Step 4. Hardware Installation

1. Place the scanning pad in front of the scanner and unfolding the scanner arm.

2. Plug the supplied USB cable to the back of the scanner and connect another end into an available USB port on your computer.

3. Plug the supplied external [Hand Button] or [Foot Pedal] into the USB hub on the back of the scanner.

4. Connect supplied Power Adapter to the scanner's DC IN port, and plug the other end to a power outlet.
    NOTE: The Power Adapter is only supplied for the dual-lens model.

NOTE: Ensure the scanning pad is in contact with the scanner base.

> **WARNING!** Only use the USB cable and the power adapter supplied with scanner, using other power support may induce risk.

Step 5. Getting Started

1. To start the program, please double click on the VIISAN OfficeCam software icon on the desktop or click Windows Start Menu to select the VIISAN OfficeCam program.
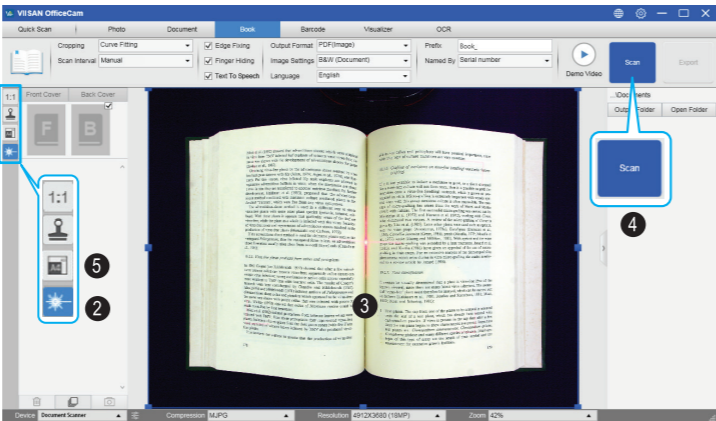
2. Click the laser ✳ icon on the toolbar to turning on the laser positioning.

3. Place an open book facing up on the scanning pad and then align the center of the opened book with the laser positioning ＋ mark.

4. Select the [Book] function tab from the main menu and then click [Scan] button to scan a page. You can also enable the page-turning detection feature by clicking on the [Start] button in the software. When the scanner detects a page is turned, the software will automatically start continuous scanning.

5. You can also switch the A3 and A4-lens by clicking 📷A3 the icon on the toolbar.
NOTE: This feature is only enabled on the device that supports the dual-lens function.
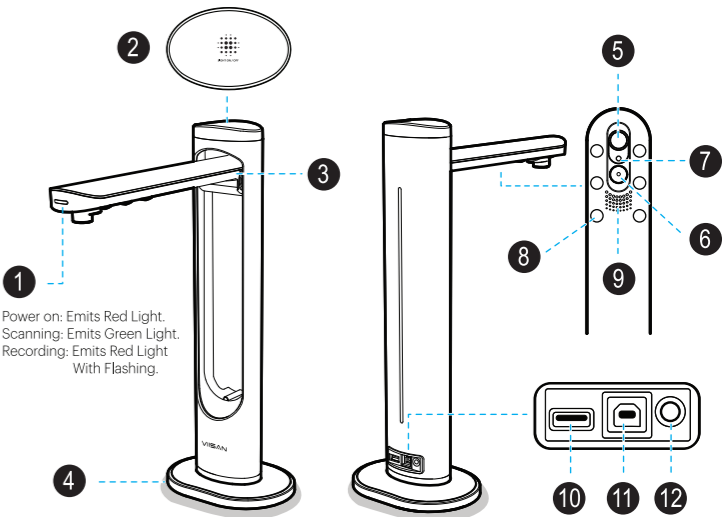

Step 6. Software Functions

The VIISAN OfficeCam software provides the following scanning modules. You can select a function mode by clicking the menu tab.

Mode	icons	Description
Quick Scan	Settings	The quick scan function allows setting a quick scan button with a specific function.
Photo		The photo mode function allows you to take a snapshot by using the camera scanner device and save them into a BMP, JPG, PNG, or TIFF file format.
Document	PDF	The Document mode is used for scan documents, business cards, ID cards or any paper sheets, this function tab embedded a powerful image processing algorithms, such as repairing the damaged edges of documents or rotating pages based on text orientation, it allows scanning to a JPEG or PDF file directly, even creating OCR and then converting scanned files into editable Word/Text/Excel formats.
Book		The book mode is used to scan books or magazines. This function embedded a powerful image processing algorithms, such as automat-ic scanning, such as automatically scanning, flattening curved pages, erasing finger images, purify background, and split page.
Barcode		The Barcode mode is for scanning and recognizing the barcode or QR code then saving results into JPEG/Text/Excel /PDF.
Visualizer		The visualizer function allows recording video tutorials or projecting your laptop screen with connected a projector plus using the embedded whiteboard tool function during the meeting.
OCR	W	The OCR function allows to convert a batch scanned images into a searchable PDF or editable Word, Excel, and Text formats, it supports more than 100 different languages.

NOTE: For the more detailed operation of VIISAN OfficeCam software, you can refer to the user's manual from the supplied Software CD.
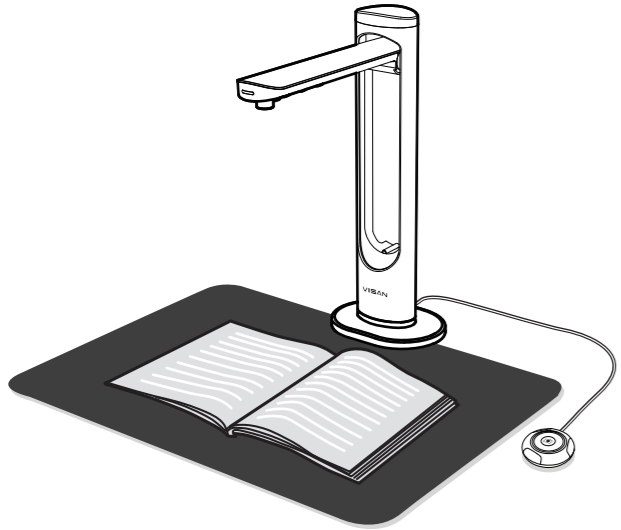

Step 7. Parts Descriptions

Power on: Emits Red Light.
Scanning: Emits Green Light.
Recording: Emits Red Light With Flashing.

1	LED Indicator
2	LED Touch Switch
3	Foldable Hinge
4	Base
5	Main Lens
6	Second Lens (**NOTE:** This function is only available for the dual-lens model)
7	Laser Head
8	LED Lamp x 6 pcs
9	Built-in Microphone
10	USB Hub for Hand Button or Foot Pedal Connection
11	USB Socket for PC Connection
12	DC-IN (**NOTE:** This function is only available for the dual-lens model)

专业级智能拍摄仪
快速安装指南

VIISAN®

使用前请先阅读此使用指南

步骤1. 产品介绍

感谢您购买VIISAN维山扫描仪， 该款扫描仪设备具有内建激光对位标功能，可适用于透过USB连接桌机或笔记本电脑，此快速入门指南提供简要介绍如何开始使用此扫描仪，有关更多操控细节信息，您可以从随附的CD-ROM中参阅用户手册，如果您对该款产品有任何技术或服务问题，请通过info@viisan.com向我们的客户服务发送电子邮件，我们将为您提供服务和支持。

产品保固
本产品提供一年保固从购买日期开始.

非保固范围
下列情形不在保固范围内:
- 因天灾、地变、雷击、异常电压、环境因素而发生之故障或毁损者。
- 重贴、伪造变造产品序号条码，或条码遭毁损而无法辨识保固期限者。
- 自行或委托未经原厂授权维修之厂商拆卸、改装或更换非原厂零件。
- 未按使用手册规定操作或因人为不当使用而造成损坏者：包括但不限于不当之 放置致产品浸水、腐蚀、掉落、挤压或露在异常之温度、湿度环境下。
- 产品本体以外支付配件：如纸盒、说明书，傳輸線材等....附配件。

安全及规范
- 本产品符合中国国家标准CCC 认证规范，请安心使用。
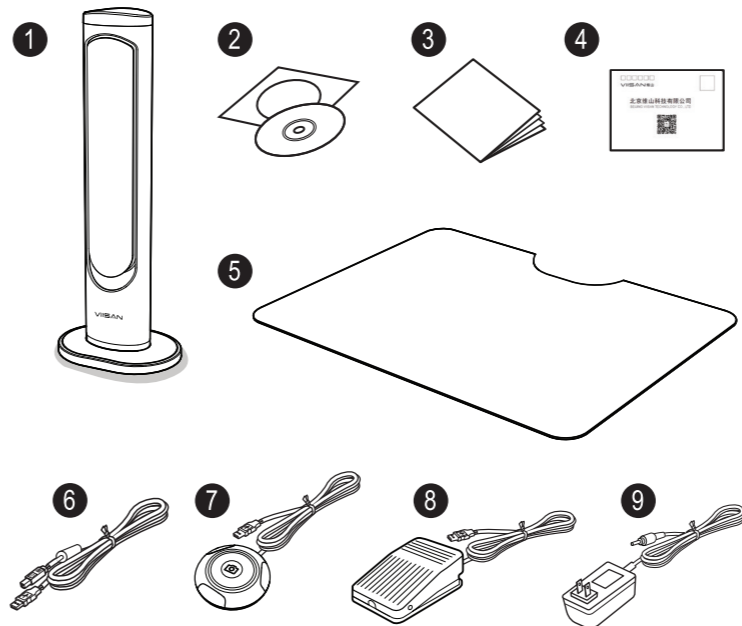- 本产品上有此标志表示电子或电器设备使用寿命结束后，必须将它和一般庭废弃物分开处理。请积极支持节约能源和环境保护，依照当地资源回收的分类方式回收。

系统要求

Intel Core 2 Duo 2.4 GHz处理器或更高
光驱
USB 2.0插孔
至少4GB RMB（建议使用8GB）
4GB可用硬盘空间
Microsoft®Windows®10、8.1、8、7（32位或64位）

步骤2. 开箱包装

使用前，请确保包装内容中有包含以下物品，如果任何内容配件遗漏，请联系您所购买此产品的商家。

1. 扫描仪
2. 软件光盘
3. 快速安装指南
4. 保修卡
5. 扫描软垫
6. USB线
7. 手动按钮
8. 脚踏板
9. 电源适配器（注：仅适用于双镜头型号机种）

步骤3. 软件安装

1.将随附的软件CD光盘插入计算机的光驱，软件CD光盘将自动运行，然后安装画面将会出现在屏幕上。

注意：如果软件CD无法自动运行，请在计算机上找到驱动器，然后双击[autorun.exe] 文件。

2. 首先[安装维山闪拍]，然后按照屏幕上的说明完成安装。

3. 对于Windows 10 / 8.1 / 8/7 / Vista用户。如果出现[用户帐户控制]提示框请点选 [是] 开始安装。

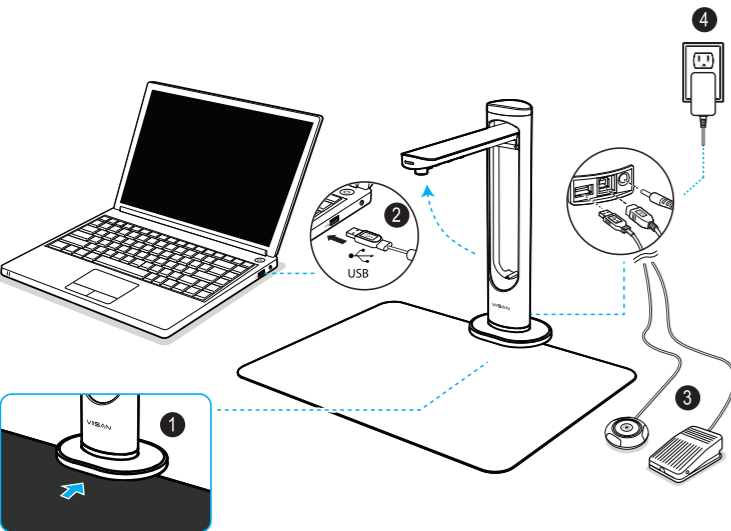4. 安装完成后，[维山闪拍] 软件图标将出现在电脑桌面上。

步骤4. 硬件安装

1. 将扫描垫放在扫描仪前面，然后展开扣合盖关节。

2. 将随附的USB电缆插入扫描仪的背面连线端口，另外将另一端连接到電腦上可用的USB端口。

3. 将随附的外接[手按钮]或[腳踏板]插入扫描仪背面的USB 拓展端口。

4. 将随附的电源适配器连接到扫描仪的DC IN端口，并将另一端插入电源插座。

注意：电源适配器仅适用于双镜头型号機種。

注意：确保扫描垫与扫描仪基座接触。

警告！仅使用扫描仪随附的USB电缆线和电源适配器，使用其他电源支持可能会引起危险。

步骤5. 启动软件

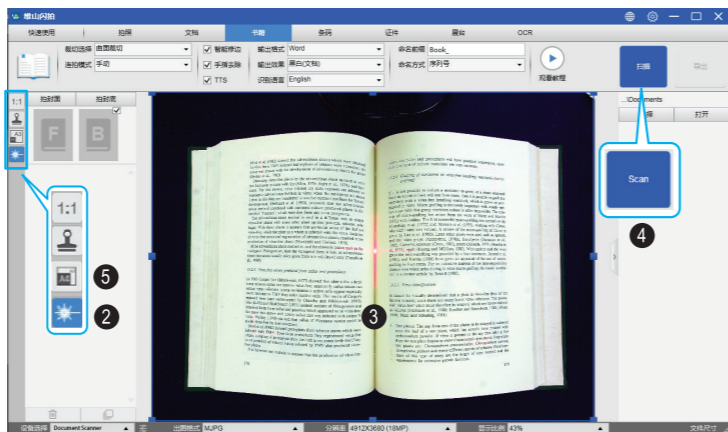1. 要启动该扫描程序，请双击桌面上的维山闪拍软件图标，或单击 Windows [开始]菜单中直接选择VIISAN OfficeCam程序。

2. 单击软件左侧工具栏上的激光图标 打开激光定位标功能。

3. 将一本打开的书册上放在扫描板上，然后将打开的书的中心与激光定位+标记对齐。

4. 从软件上方主菜单中选择[书籍]功能选项卡，然后单击[扫描]按钮以扫描书页。您也可以通过软件中自动扫描选项设置启用翻页检测功能。然后点选[开始]按钮启动自动拍照功能，当扫描仪检测到翻页时，软件将自动开始连续扫描。

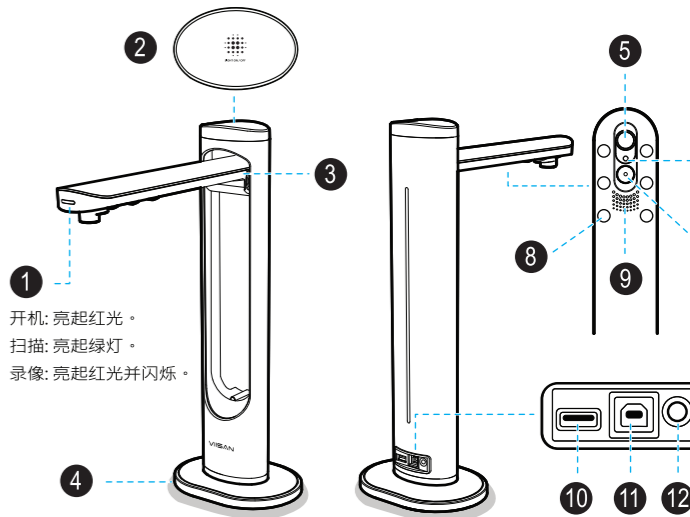5. 您也可以通过单击左侧工具栏工上的图标 来切换A3和A4镜头。

注意：A3和A4镜头切换功能仅支持于双镜头型号机种。

步骤6. 软件功能

维山闪拍软件提供以下几种扫描模块，您可以通过单击顶部选项卡来选择一种功能模式来进行您要的扫描内容。

模式	图标	功能描述
快速使用	Settings	快速扫描功能下可依喜好来设置特定快速功能扫描按钮。
拍照		拍照功能模块下可允许您使用扫描仪设备拍摄图片并将其保存为BMP，JPG，PNG或TIFF等图片格式。
文档	PDF	文档功能模块下可用于扫描文档、名片、ID卡证件或任何纸张，此模式提供了多种图像处理算法，例如：修复文档的损坏边缘或根据文本方向将文件转正，该扫描模块下可以将文档扫描到JPEG档或直接扫描生成PDF文件档，同时可以搭配内建的OCR功能将扫描的文件转换为可编辑的Word / Text / Excel或可检索PDF格式。
书籍		书籍模式用于扫描书籍或杂志，此模式提供了多种图像处理算法，例如: 自动扫描，书本曲面展平，底色净化，擦除手指图像并左右分页。其支持多种格式输出，如: PDF, EPUB, Word 等格式。
条码		条形码模式于扫描和识别1维条形码或2维码，期可以将扫描识别结果保存到JPEG / Text / Excel / PDF。
证件		证件功能模式用于扫描身分证件及识别证件内容，此功能可以用于行业柜台运用。
展台		视屏展台功能可适用教学或商务演示运用，此可以搭备投影仪或连接大屏投放拍摄内容，其可搭配内建的白板工具，例如: 加标示线条、局部放大，画面冻结以利帮助您阅读书籍、杂志或文档等。
OCR	W	此OCR功能允许将批量扫描的图像转换为可搜索的PDF或可编辑的Word、Excel和文本格式，其支持100多种不同的语言。

注意：有关维山闪拍软件的更详细的操作说明，您可以从随附的软件CD中参考用户手册。

步骤7. 部件说明

开机: 亮起红光。
扫描: 亮起绿灯。
录像: 亮起红光并闪烁。

1	LED指示灯号
2	LED触碰开关
3	折合关节
4	基座
5	主摄像头
6	第二摄像头（注意：此功能仅适用于双镜头型号机种）
7	激光发射头
8	LED灯号 x 6个
9	内置麦克风
10	USB扩展端口 (适用于手按钮或脚踏板连接)
11	USB连线端口 (适用于PC连接)
12	DC-IN（注意：此功能仅适用于双镜头型号机种