

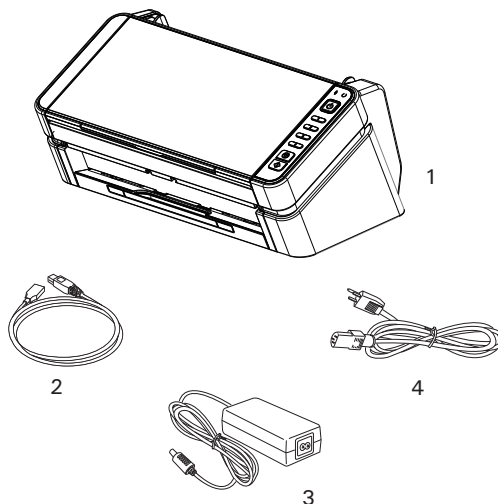
Start Here

Installing your Microtek ArtixScan DI 2440S/2450S/2860S/2870S

1. Unpack Contents

Unpack your scanner package and check for major components.

1. Scanner
2. USB cable
3. Power adapter
4. Power cord



2. Install Software

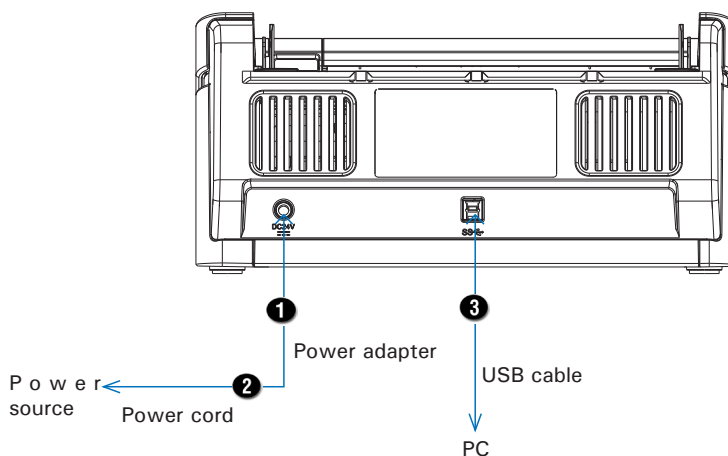


1. Visit the Microtek website at <https://www.microtek.com>.
2. Use the search 🔍 function to locate your product, and then navigate to its associated "Downloads" page.
3. Download the required drivers and software marked as "Yes" from the download list, and optionally download any additional related software if needed.
4. Once the download is finished, double-click the downloaded file (*.exe) to begin the installation process.
5. After installing all the required drivers and software, restart your computer.

NOTE: The file download process may take some time. The duration may vary based on your internet speed, bandwidth, file size, and other factors. Please be patient during the download. If you encounter any issues or need further assistance, please contact Microtek Customer Service Department.

3. Connect Scanner

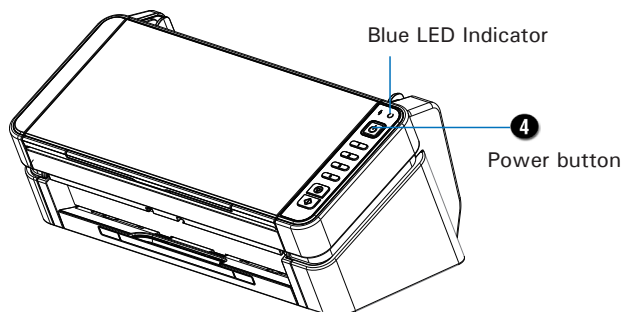
1. Connect the power adapter to the back of the scanner.
2. Plug one end of the power cord into the power adapter, and plug the other end into a wall outlet or any other power source.
3. Connect one end of the USB cable to your computer's USB port, and the other end to the USB Type-B port on the scanner.



4. Press and hold the Power button (⏻) on the scanner's control panel for about 3 seconds. When the blue LED indicator (💡) lights up, the scanner has been turned on.

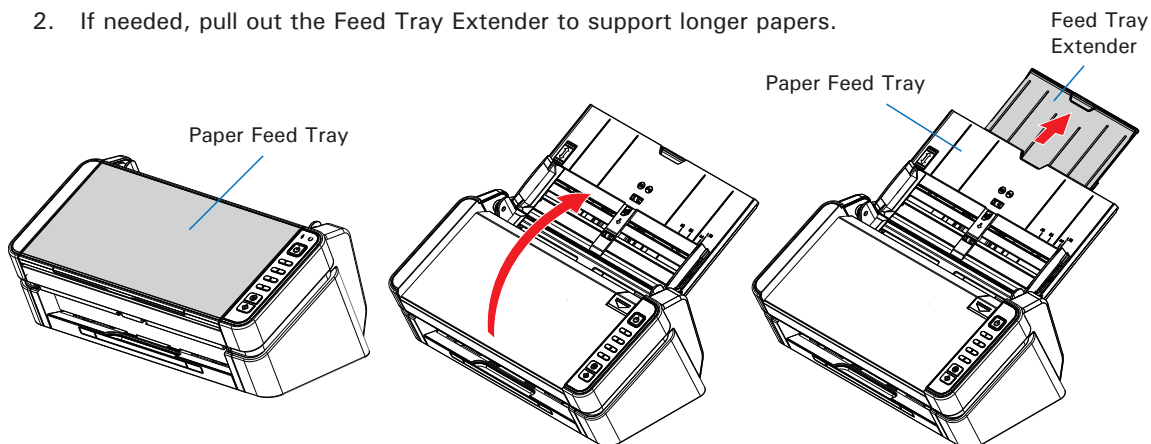
Once the system detects the scanner, the blue light will blink once and then stay on, indicating that the scanner is ready for use.

To turn off the scanner, press and hold the Power button (⏻) until the blue light turns off.



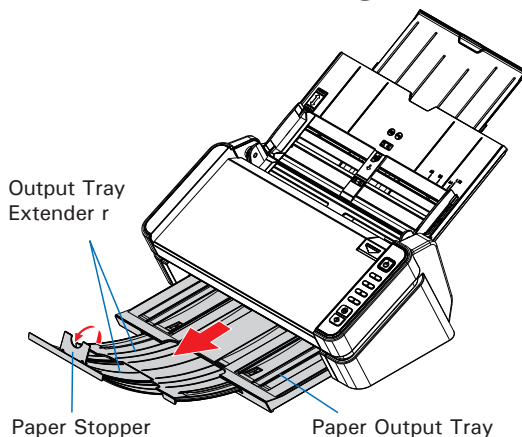
Opening the Paper Feed Tray

1. Flip up the Paper Feed Tray until it is fully open and lies flat, as shown in the picture.
2. If needed, pull out the Feed Tray Extender to support longer papers.



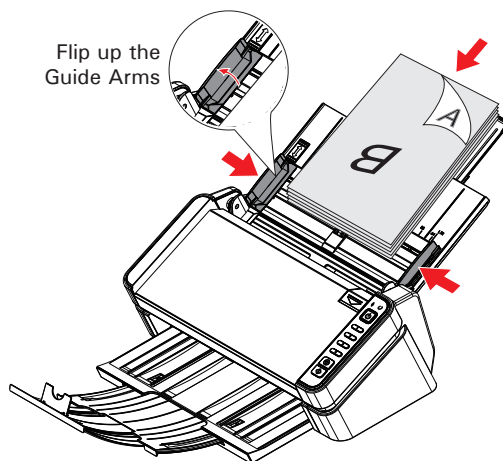
Opening the Paper Output Tray

1. Pull out the Paper Output Tray along with extenders to support longer paper as needed.
2. If required, flip up the Paper Stopper to help keep the output papers neatly stacked in the tray.



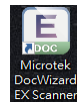
Loading Documents

1. Before loading the documents into the feed tray, fan and loosen the stack of papers.
2. Place the documents face down with the top edge facing the feeder. Arrange the stack into a wedge shape, as shown in the picture, then insert it into the feed tray.
Push the stack in until it touches the bottom of the feeder.
3. If needed, adjust the stack of document by sliding the two Guide Arms toward the edges of the stack to ensure it is properly centered in the tray.



Basic Scanning

1. Load the documents to be scanned into scanner's feed tray.
2. Double-click the "Microtek DocWizard EX" icon on the desktop to launch the software.
3. Go to "Scan>Select device source". In the window that appears, select the scanner driver that corresponds to your connected scanner, then click "OK".



Once the scanner is detected, a message in the status bar will indicate that the scanner is ready.

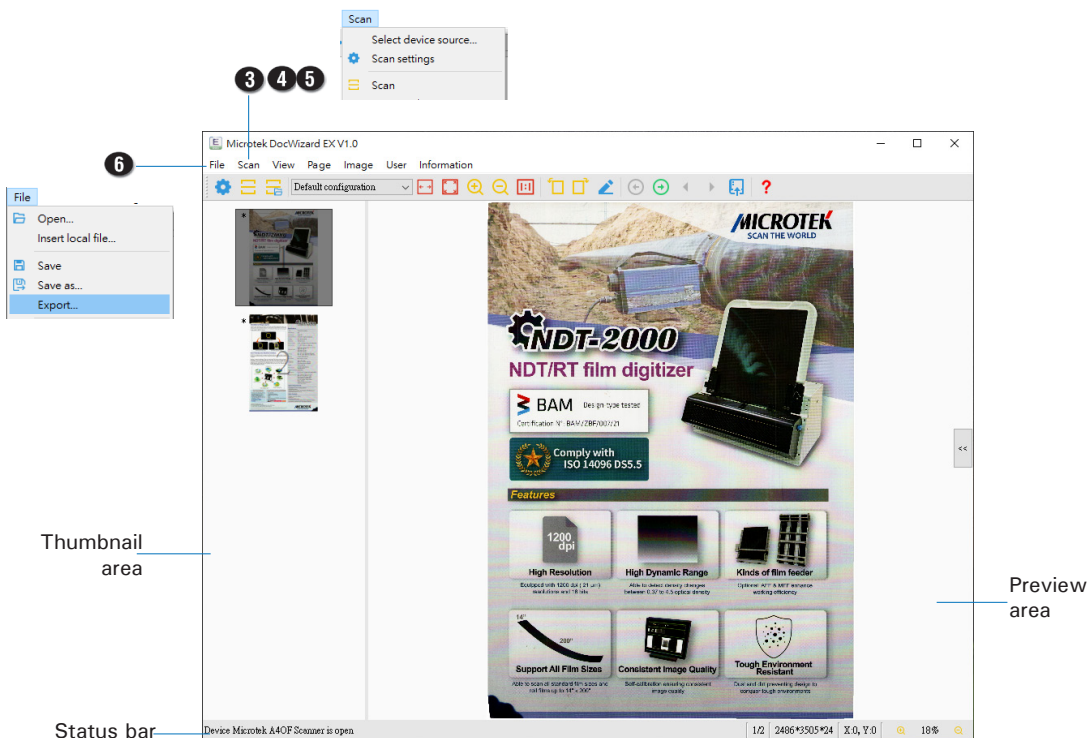
4. Go to "Scan>Scan settings" to open the TWAIN interface and configure the required scan settings for your scan job.

For detailed information on scan settings, click the "Help" button in the settings window to access the online help manual.

5. Select "Scan>Scan" to start scanning.

When the scan is complete, the images will be temporarily saved in the system's designated folder and displayed as thumbnails in the Thumbnail and Preview areas for viewing.

6. Select "File>Export...", configure the desired file properties in the Export dialog box, and click "Save" to export the scanned images.

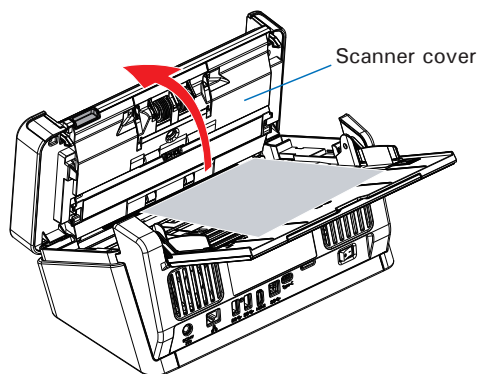
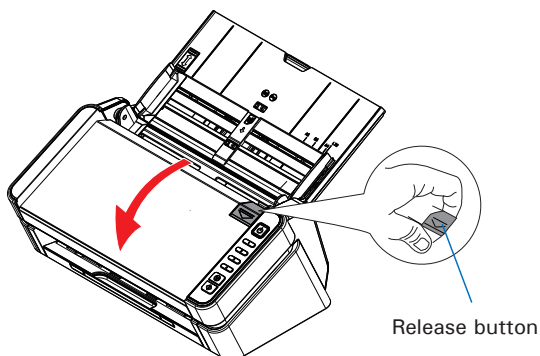


NOTE: For more information on using the DocWizard EX scanning software, please refer to the online help manual included with the software.

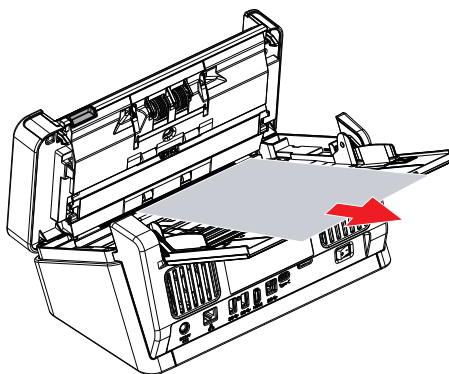
Fixing Paper Jams

If paper jams or other abnormal situations occur during scanning, please follow these steps to clear paper jams.

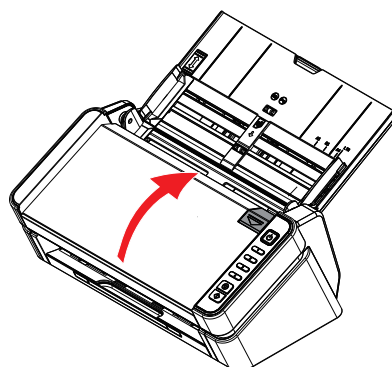
1. Remove the remaining documents on the feed tray that have not been scanned yet.
2. Lift the Release button upward to open the scanner cover.



3. Remove the jammed paper inside the paper path.

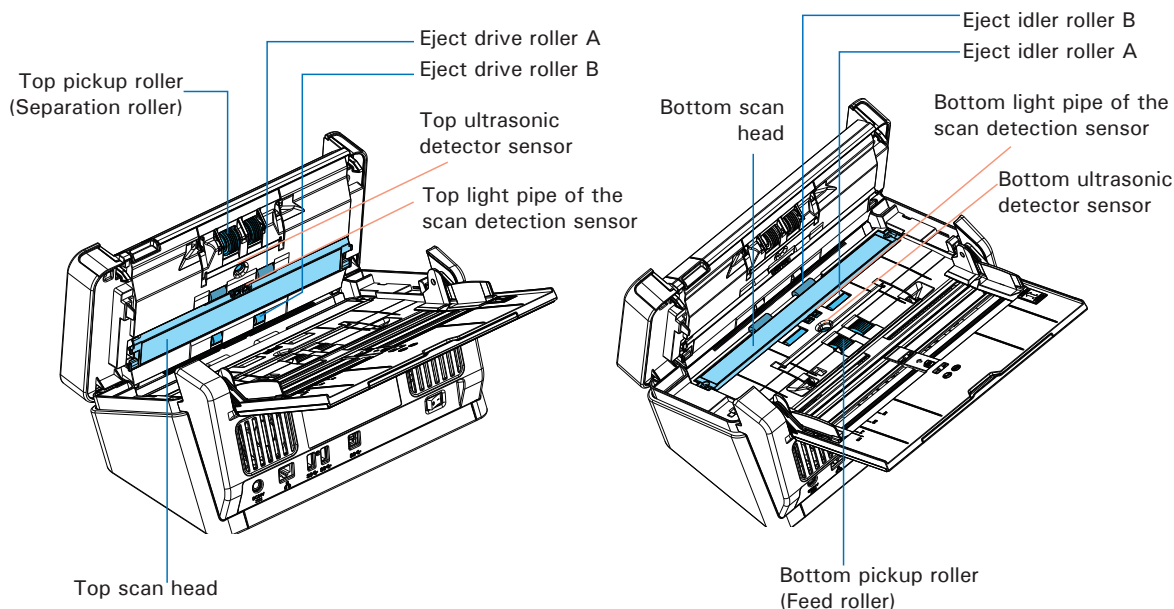


4. Close the scanner cover until it clicks into place. Then, place the remaining paper back to perform scanning.



Maintenance and Care

To maintain the scan quality, it is important to regularly clean the scanner, including sensors, rollers, and glass surfaces of the scan head. For detailed cleaning instructions, please refer to the scanner's user manual available on the Microtek website.

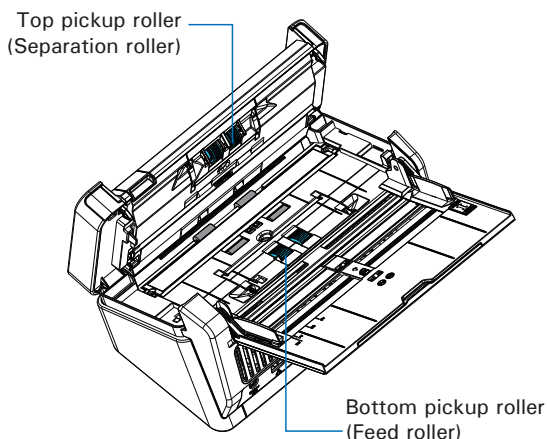


Pickup Roller Replacement

Over time, the rollers in your scanner may wear out, leading to issues such as paper jams and feed errors. To resolve these problems, inspect the rollers and replace them if necessary. For detailed replacement instructions, please refer to the scanner's user manual available on the Microtek website.

IMPORTANT:

- When the roller shows signs of wear, the chance of paper jam and paper feed errors occurring will increase. If this type of situation occurs, please replace the roller regardless of the page count.
- After the replace roller prompt appears, please purchase a replacement roller kit and replace the roller by following the related steps in the removal and reinstallation steps.
- Make sure to reset the roller count after replacing the roller.



Scanner Control Panel

Button Functions



Buttons	Icon	Operation	Functions
Power button		Press and hold/Press	Press and hold for 3 seconds to turn the scanner on or off. Press to wake up the scanner from the sleeping.
Button Scan button (1, 2, 3, 4)		Press	Press to start a scan using the scan settings configured in the Button Scan Utility, and the scanned image will be saved to the designed folder. (For details on button scan settings and operations, refer to the "Using the Scanner Buttons for Scanning" chapter in the scanner user's manual.) NOTE: Be sure to close Microtek DocWizard EX before using button-based scanning.
Stop Scan button		Press	Performs the same function as the Button Scan button described above.
Start Scan button		Press	Press to pause the ongoing scanning process.

LED Status Indicators

Scanner Status	LED Indicators	
	Red LED	Blue LED
Power on	Off	On (Solid)
Standby	Off	On (Solid)
Scanning	Off	On (Solid)
Sleep mode	Off	Blinking
Wake up	Off	On (Solid)
Abnormal	On (Solid)	Off

Troubleshooting

If you encounter issues while using the scanner, first refer to the "Troubleshooting" section in the scanner's user manual, available on the Microtek website, for solutions to common problems. Follow the recommended steps to resolve the issue. If the problem persists, please contact Microtek Customer Service Center for further assistance.

Do You Need Assistance?

Manuals

If you need additional product information or guidance, we provide electronic manuals for the following:

1. ArtixScan DI 2440S/2450S/2860S/2870S scanner user's manual
2. Microtek DocWizard EX software manual
3. Button Scan Utility software manual

To access these manuals, visit the Microtek website at www.microtek.com. Use the search function to locate your product, and then navigate to its associated "Downloads" page. From there, download the manual you need. You can also access the software manual via the software's built-in online help or manual feature.

Missing Items

If your package is missing items, please contact the Microtek Customer Service Department.

Drivers and Software Updates

If the installed drivers or software do not function properly with your product or operating system after installation, please visit the Microtek website at www.microtek.com. Use the search function to locate your product, and then navigate to its associated "Downloads" page. From there, download and install any necessary updates.

If you experience any issues or require further assistance, please contact Microtek's Customer Service Department.

For more information about Microtek products, please visit our website at www.microtek.com.

Power Adapter

Use only power supplies (AC/DC adapters) listed below:

Voltage	Manufacturer	Model No.
100V to 240V	FLYPOWER	PS65B240Y2500H

NOTE: Please make sure that the electrical outlet to where the scanner will be connected is nearby and readily accessible.