



Kodak

i5850S Scanner

Supplement to the
i5000 Series Scanners
User's Guide

User's Guide on Installation CD
Guide d'utilisation sur le CD d'installation
Benutzerhandbuch auf der Installations-CD
Manuale per l'utente sul CD di installazione
Guía del usuario en el CD de instalación
Guia do Usuário no CD de instalação
Gebruikershandleiding op installatie-cd
Kurulum CD'sindeki Kullanım Kılavuzu
Uživatelská příručka na instalačním disku CD
安裝光盘上的用户指南
安裝光碟上的《使用者指南》
インストールCDのユーザーズガイド
설치 CD의 사용 설명서
دليل المستخدم على القرص المضغوط الخاص بالتنصيب
Руководство пользователя на установочном компакт-диске
Ghidul utilizatorului de pe CD-ul de instalare
Felhasználói útmutató a telepítő CD-n
Podręcznik użytkownika na instalacyjnym dysku CD
Οδηγός χρήσης στο CD εγκατάστασης

Safety

User Precautions

- Do not install the scanner in a location subject to dust, humidity or steam. This may cause electrical shock or a fire. Only use the scanner indoors in a dry location.
- Make sure the electrical power outlet is located within 1.52 meters (5 feet) of the scanner and is easily accessible.
- When disconnecting equipment from the electric socket, be sure to grasp the plug, not the cord.
- Be sure the power cord is securely plugged into the wall outlet.
- Do not damage, knot, cut or modify the power cord or use a damaged power cord.
- The scanner requires a dedicated and properly grounded power outlet. Do not use an extension cord or power strip with the scanner.
- Leave sufficient space around the power outlet so it can be easily unplugged in case of an emergency.
- Do not use the scanner if it becomes inordinately hot, has a strange odor, emits smoke, or makes unfamiliar noises. Immediately stop the scanner and disconnect the power cord from the power outlet. Contact Service.
- Do not disassemble, service or modify the scanner except as explained in the User's Guide.
- Do not move the scanner with the power cord and interface cable attached. This may cause damage to the cord/cable. Remove the power cord from the wall outlet before moving or relocating the scanner.
-
- Follow the Kodak Alaris recommended cleaning procedures. Do not use air, liquid or gas spray cleaners. These cleaners displace dust, dirt and debris to other locations within the scanner, which may cause the scanner to malfunction.
- Material Safety Data Sheets (MSDS) for chemical products are available on the Kodak Alaris website at: www.kodakalaris.com/en-us/about/ehs. When accessing the MSDSs from the website, you will be required to provide the catalog number or keyword of the consumable you want the Material Safety Data Sheet for. See the section entitled, "Supplies and consumables" later in this guide for supplies and catalog numbers.
- This device is not intended for use in the direct field of view at visual display workplaces. To avoid incommoding reflexions at visual display workplaces, this device must not be placed in the direct field of view.
- Users and their employers need to observe the common sense precautions applicable to the operation of any machinery. These include, but are not limited to, the following:
 - Do not wear loose clothing, unbuttoned sleeves, etc.
 - Do not wear loose jewelry, bracelets, bulky rings, long necklaces, etc.
 - Hair length should be kept short, using a hair net if needed, or tying long hair up in a bundle.
 - Remove all other loose objects from the area that could be drawn into the machine.
 - Take sufficient breaks to maintain mental alertness.
 - Use only the recommended cleaning supplies.
 - Do not use canned/compressed air.

Supervisors should review their employee practices and make compliance with these precautions a part of the job description for operation of the scanner or any mechanical device.

Warning labels



CAUTION: Moving parts, avoid contact.



CAUTION: Hot surface, avoid contact.

Environmental information

- The *Kodak i5850S Series* Scanners are designed to meet worldwide environmental requirements.
- Guidelines are available for the disposal of consumable items that are replaced during maintenance or service; follow local regulations or contact Kodak Alaris locally for more information.
- For recycling or reuse information, contact your local authorities, or in the USA, go to: www.kodakalaris.com/go/scannerrecycling.
- The product packaging is recyclable.
- *Kodak i5850S* Scanner is Energy Star compliant and shipped from the factory with the default time set to 15 minutes.

Battery Information

This product contains a battery that is not user-serviceable. This battery can only be removed or replaced by a qualified Service Engineer.

European Union



This symbol indicates that when the last user wishes to discard this product, it must be sent to appropriate facilities for recovery and recycling. Please contact your local Kodak Alaris representative or refer to www.kodakalaris.com/go/recycle for additional information on the collection and recovery programs available for this product.

Please consult <http://www.kodakalaris.com/en-us/about/ehs/product-declarations> for information about the presence of substances included on the candidate list according to article 59(1) of Regulation (EC) No. 1907/2006 (REACH).

Acoustic emission

Maschinenlärminformationsverordnung – 3, GSGV
Der arbeitsplatzbezogene Emissionswert beträgt <70 dB(A).

[Machine Noise Information Ordinance — 3, GSGV
The operator-position noise emission value is <70 dB(A).]

EMC statements - for the *Kodak i5850S* Scanner

United States: This equipment has been tested and found to comply with the limits for a Class A digital device pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

European Union: WARNING: This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

Japan: This is a Class A product based on the standard of the Voluntary Control Council for interference by information Technology Equipment (VCCI). If this is used in a domestic environment, radio disturbance may arise. When such trouble occurs, the user may be required to take corrective actions.

この装置は、情報処理装置等電波障害自主規制協議会（VCCI）の基準に基づくクラスA情報技術装置です。この装置を家庭環境で使用すると電波障害を引き起こすことがあります。この場合には使用者が適切な対策を講ずるよう要求されることがあります。

Taiwan: WARNING: This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

警告使用者：

這是甲類的資訊產品，在居住的環境中使用時，可能會造成射頻干擾，在這種情況下，使用者會被要求採取某些適當的對策。

Peoples Republic of China: WARNING: This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

声明，该产

此为A级产品，在生活环境中品可能会造成无线电干扰。在这种情况下，可能需要用户对其干扰采取切实可行的措施

Korea: Please note that this equipment has obtained EMC registration for commercial use. In the event that it has been mistakenly sold or purchased, please exchange it for equipment certified for home use.

이 기기는 업무용으로 전자파적합등록을 한 기기이오니 판매자 또는 사용자는 이점을 주의하시기 바라며, 만약 잘못 판매 또는 구입하였을 때에는 가정용으로 교환하시기 바랍니다.

Using the *Kodak i5850S* Scanner

Contents

Overview	1
What's in the box.....	2
Output trays	3
Adjusting the angle of the Upper tray.....	5
Adjusting the side guides of the Upper tray or Rear Exit tray	6
Removing the Rear Exit tray	6
Using the danglers	7
Enabling the Rear Patch Sorting option	7
Dual Stacking Toggle Patch	8
Length Protection enabled for 17-inch documents.....	8
Output tray specifications.....	9
Problem solving	9

The purchase of a *Kodak i5850S* Scanner includes unpacking and installation by a Kodak Alaris representative. Customers should not unpack/install the *Kodak i5850S* Scanner. For more information regarding installation, go to: www.kodakalaris.com/go/IMcontacts.

This guide provides information for using the stacking and sorter capability of *Kodak i5850S* Scanner. Additional safety guidelines, scanning procedures, using the Operator Control Panel and maintenance can be found in the User's Guide for the i5x50 Series Scanners, A-61845.

Overview

The *i5850S* Scanner has the same functionality as the *i5850* Scanner with the added ability to physically sort documents to separate trays based on horizontally printed patches, document length (15 inches or less) or document multifeeds.

The documents to be specially identified (sorted/stacked) are called the exception documents. The TWAIN Datasource, ISIS Driver or your scanning application provides options on how you want to output your documents (e.g., based on size, patch sheets or multifeeds) by using the Sorting/Stacking option and allowing for the exception documents to be sorted to either the Lower output tray (Tray 1) or the Upper output tray (Tray 2).

For more information see the section entitled, "Stacking tab" in the *Scanning Setup Guides* for TWAIN and ISIS on the CD or your scanning application documentation for more information.

The Lower tray can hold more documents than the Upper tray. If the majority of the documents being scanned are exception documents, then the Lower output tray (Tray 1) should be selected for the exception tray. If the minority of the documents being scanned are exception documents, then the Upper output tray (Tray 2) should be selected for the exception tray.

By using the Settings menu on the scanner Operator Control Panel, the patch sheets which are setup to be exception documents in the scanning application, can be sent to the Rear Exit tray instead of the exception tray.

What's in the box

- Kodak i5850S Scanner
- Lower output tray
- Upper output tray
- Rear Exit tray
- Side guides for the Upper output tray and Rear Exit tray
- Short document adapter
- Alternate end stop extension
- Dangler extensions
- Sample Cleaning Kit
- USB cable
- AC power cord bundle
- Replacement tires and pre-separation pads
- Welcome Folio which includes:
 - Installation CD/DVD
 - Application CDs/DVD
 - Printed i5850S Scanner - Supplement to User's Guide
 - Printed Reference Guide (multi-languages)
 - Printed Installation Guide
 - Miscellaneous flyers/Safety sheets

Output trays

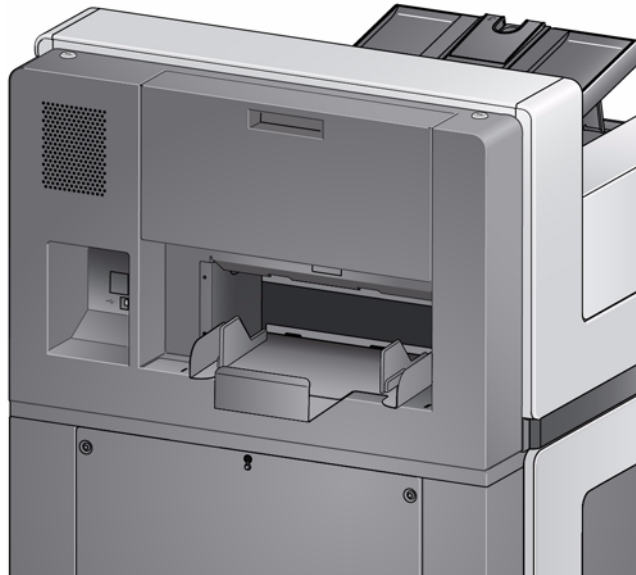
Your Kodak Alaris representative will work with you to position the output trays for your scanning application.

The scanner's output trays can be adjusted to meet your scanning/sorting needs for documents up to 17 inches long. You may need to remove and reinsert the trays for adjustment or maintenance.

- **Tray 1/Lower tray:** is the lower location where the document exits the scanner. This location allows for the largest number of documents in the output tray. It can be used for either the exception documents or the non-exception documents. Documents will be output in this tray if you do not have any document sorting/stacking options selected in your scanning application. If you need to remove or adjust this tray, see the section entitled, "Adjusting the output tray" in Chapter 3 of the User's Guide for the i5000 Series Scanners.
- **Tray 2/Upper tray:** is located closest to the top and is typically used for exception documents. If you need to remove or adjust this tray, see the section entitled, "Adjusting the angle of the Upper tray" later in this guide.



- **Rear Exit tray:** is located in the rear of the scanner. If the **Rear Patch Sorting** option is selected on the Operator Control Panel, patch sheets will be output in this tray. If you need to remove or adjust this tray, see the section entitled, "Removing the Rear Exit tray" later in this guide.



Adjusting the angle of the Upper tray

The Upper tray can be adjusted in five different positions. The height of the Upper tray will depend on whether you want your documents lead-edge aligned or rear-edge aligned.



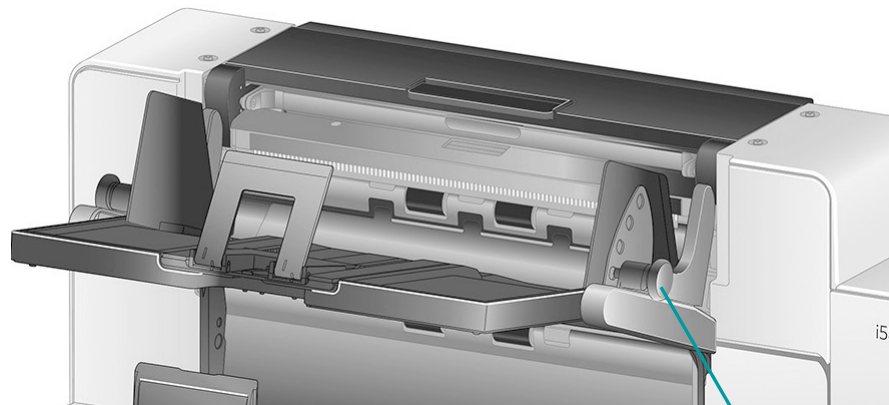
Highest position



Lowest position

To change the angle of the tray:

1. Pull out the pin on each side of the tray and move the tray up or down to the desired hole.



Pin

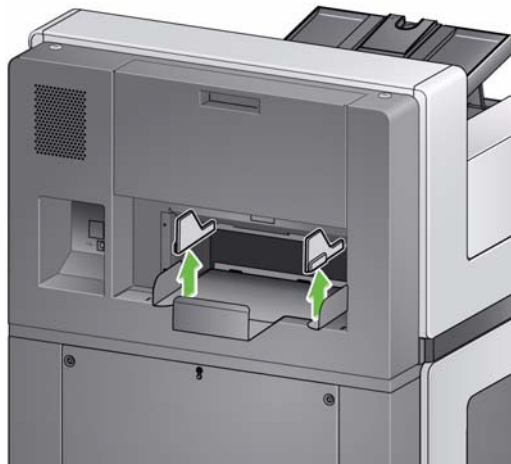
2. When in the correct position, gently release the pins to lock the tray in place.

In general, if you have **Best** or **Improved Stacking** selected in your scanning application, the tray should be in the highest position (the pin should be in the bottom hole on the tray).

Adjusting the side guides of the Upper tray or Rear Exit tray

The side guides improve stacking of documents in the output trays. You may need to change the location of the side guides until you find the best stacking of your documents.

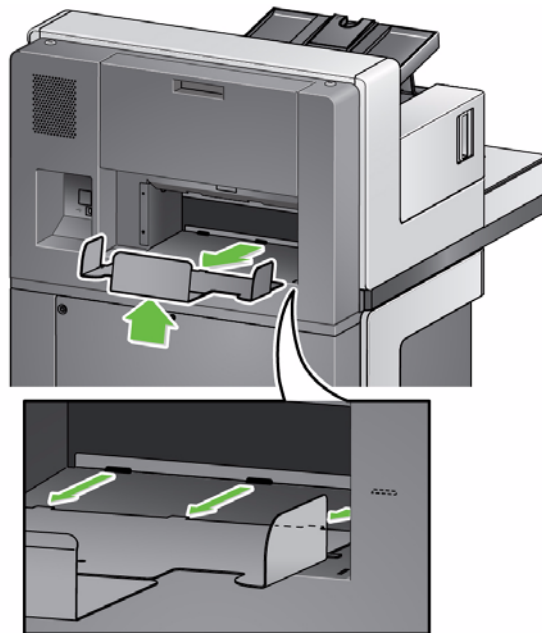
The side guides for the Upper tray and Rear Exit tray are magnetized and can easily slide left or right to accommodate the size of your documents.



If you need to remove the side guides, just lift them straight up and out of the tray.

Removing the Rear Exit tray

If you need to remove the Rear Exit tray, slightly tilt the tray up and lift it out of the scanner.



Using the danglers

The scanner comes with 3 different-sized, magnetized danglers, which can easily be changed based on the document set you are scanning.

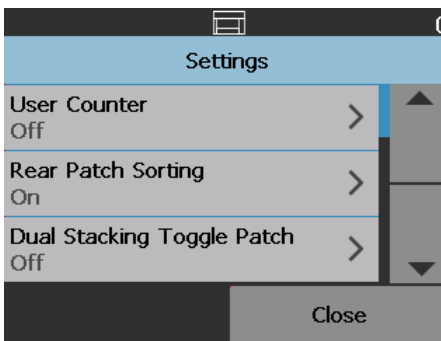
If desired, attach the dangler to the top of the scanner. The dangler helps align the documents as they are deposited in the output tray. Depending on the document set you are scanning, attach the size of the dangler that meets your needs.



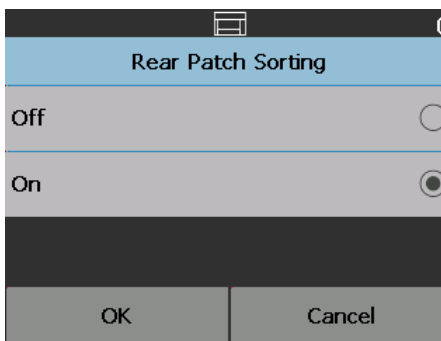
Enabling the Rear Patch Sorting option

Use the Operator Control Panel when you want patch sheets to be output to the Rear Exit tray.

1. Select **Rear Patch Sorting** from the Settings screen.



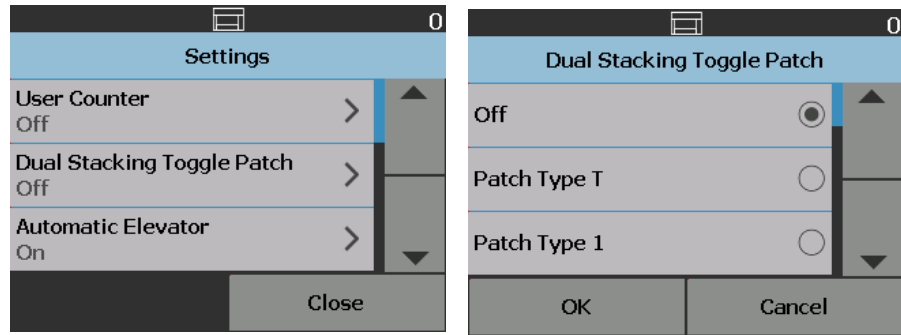
2. Select **On** to enable this option, then touch **OK**.



Dual Stacking Toggle Patch

Dual Stacking Toggle Patch can be enabled from the Operator Control Panel. The **Dual Stacking Toggle Patch** option allows you to use patch sheets when you are preparing your documents to automatically separate exception document(s) from the stack. This option allows you to separate exception document(s) by having a patch sheet before and after the exception document(s).

Rear Patch Sorting must be enabled on the Operator Control Panel for the patches to go to the Rear Exit tray and the exception document(s) to go to the designated exception tray.



Length Protection enabled for 17-inch documents

When the scanner is sorting documents, the message, **Length Protection Enabled** will be displayed on the Operator Control Panel to indicate that the maximum document length limit (17 inches) is in effect.

NOTES:

- The **Allow Maximum Length** override will not disable this length protection.
- The 5850S Scanner comes with length protection enabled which will **not** allow documents longer than 17 inches to be scanned.
- If you want to output documents longer than 17 inches, contact your Kodak Alaris representative for assistance.

Output tray specifications

Tray 1/Lower tray:

Maximum tray capacity: 750 sheets; 20 lb./80 g/m² bond paper
Maximum/Minimum document length: 17 in. (432 mm) / 2.5 in. (63 mm)
Maximum/Minimum document width: 12 in. (305 mm) / 2.5 in. (63 mm)

Tray 2/Upper tray:


Maximum tray capacity: 250 sheets; 20 lb./80 g/m² bond paper
Maximum/Minimum document length: 17 in. (432 mm) / 2.5 in. (63 mm)
Maximum/Minimum document width: 12 in. (305 mm) / 5.5 in. (139 mm)

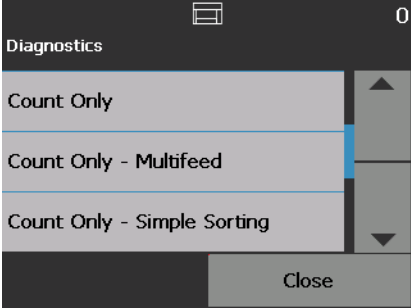
Rear Exit tray:

Maximum tray capacity: 200 sheets; 20 lb./80 g/m² bond paper
Maximum/Minimum document length: 17 in. (432 mm) / 2.5 in. (63 mm)
Maximum/Minimum document width: 12 in. (305 mm) / 5.5 in. (139 mm)

Problem solving

Use the list below as a guide to check possible solutions to problems you may encounter when using the i5850S Scanner.

Problem	Possible Solution
Documents are not separating by length	<ul style="list-style-type: none"> Verify that the Length option on the Stacking tab in the scanning application is set to 15 inches or less and the documents are less than 15 inches long.
Documents are not separating by patch sheets	<ul style="list-style-type: none"> Verify all patches are printed horizontally. Run the patch reader test (not patch test) via the Operator Control Panel as described in Chapter 3 of the User's Guide for the i5000 Series Scanners to verify that the scanner is reading your patches.
Documents are not stacking neatly in Tray 1 or Tray 2 correctly	<ul style="list-style-type: none"> Enable Best or Improved Stacking in your scanning application. Adjust side guides and end stops as needed.
Documents are jamming in the upper transport area	<p>See Chapter 8, <i>Troubleshooting</i> in the User's Guide for the <i>Kodak i5000 Series Scanner</i> for possible causes of document jamming in the scanner. If you encounter a jam in the upper transport, do the following:</p> <ul style="list-style-type: none"> Open the top cover.  <ul style="list-style-type: none"> Locate the jammed document(s) and remove it. Close the top cover and verify that it is latched; then resume scanning.

Problem	Possible Solution
<p>Documents stop in the scanner</p>	<ul style="list-style-type: none"> The Length Protection option is limiting the scanner to only allow 17 inches or smaller documents to be scanned. See the section entitled, “Length Protection enabled for 17-inch documents” earlier in this guide for more information.
<p>Documents not sorting properly</p>	<p>To verify that the scanner can output documents to all three output trays, run a Count only - Simple Sorting test from the Operator Control Panel.</p> <ol style="list-style-type: none"> 1. Select Diagnostics. 2. Select Count only - Simple Sorting.  <p>The screenshot shows a dark-themed interface with a list of diagnostic tests. The 'Count Only - Simple Sorting' option is highlighted with a blue bar. A 'Close' button is visible at the bottom right of the menu. A small '0' is displayed in the top right corner of the menu area.</p> <ol style="list-style-type: none"> 3. Place the documents you want to count in the input elevator. 4. Press the Start/Resume button. When the scanner has scanned all documents, the total number will be displayed. <p>NOTES:</p> <ul style="list-style-type: none"> • When this test is being run, the documents will be transported into the Lower output tray, the Rear Exit tray and the Upper output tray. When the test is complete, one-third of the stack of documents counted will end up in each of the three trays. • When running this test, do not put more than 600 documents in the stack of documents to be counted. • This test does not run at rated speed. • If the problem persists, call Service.

