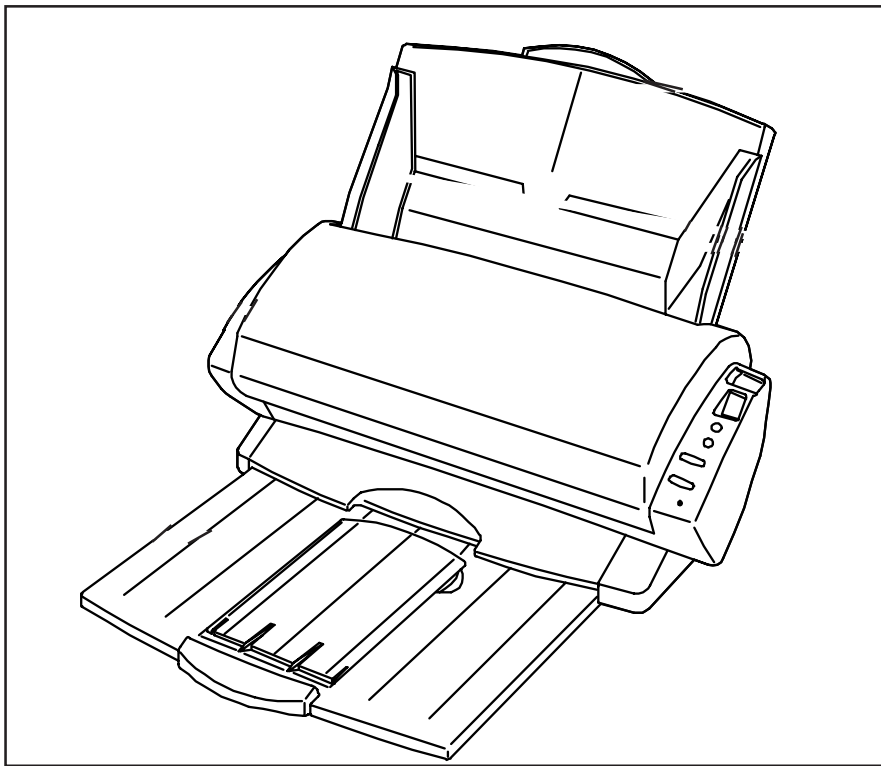


**fi-4110CU/M3091/M3092 SERIES CONSUMABLE REPLACEMENT
AND CLEANING INSTRUCTIONS**



KIT CONTENTS

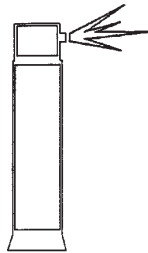
Guide Assembly
Qty 1



Pad Assembly
Qty 3



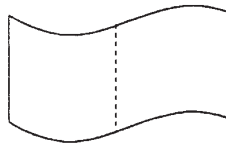
F1 Cleaner
Isopropyl Alcohol
Qty 1



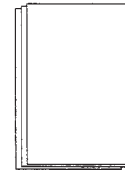
Cotton
Swabs
Qty 1 100/pack



Lint Free
Cleaning Cloths
Qty 2 20/pack



Cleaning Paper
Qty 1 10/pack



CONSUMABLES LIST

Description	Qty	Life	Fujitsu P/N
Guide Assembly	1	50,000	PA03209-F014
Pad Assembly	1	12,000	PA03209-F010

Guide Assy



Pad Assembly



Note:

Replacement Cycles are estimated guidelines established by testing with A4/Letter sized woodfree and wood based 17 lb paper. NCR or Carbonless paper has chemical composition which damages the Pad, and the Pick Roller. Cleaning of the consumables will be required more frequently to avoid feed problems. Consumable life will be reduced if NCR or Carbonless paper is scanned.

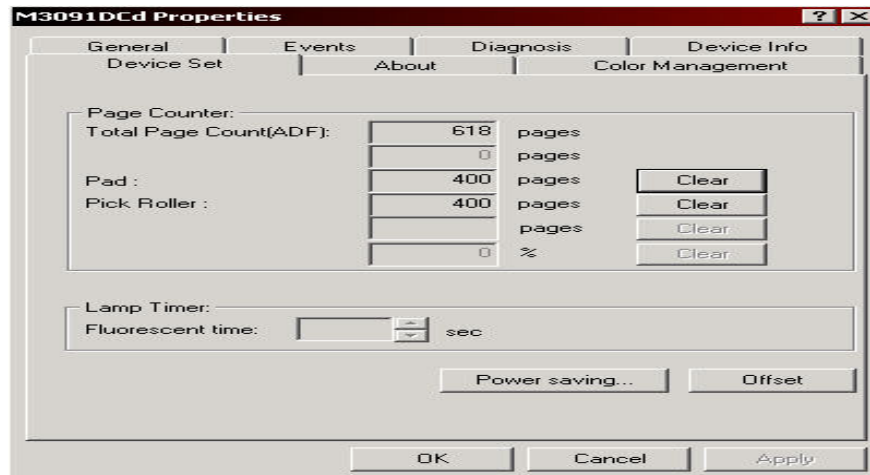
CONSUMABLES PAGE COUNT

Go to the Control Panel and Select "Scanners and Cameras Properties". Select the device driver and click the Properties button.



CONSUMABLES PAGE COUNT (CONTINUED)

- Your computer will display the Properties for the scanner you have. This will show the Pad and Pick Roller page counts on the Device Set tab.

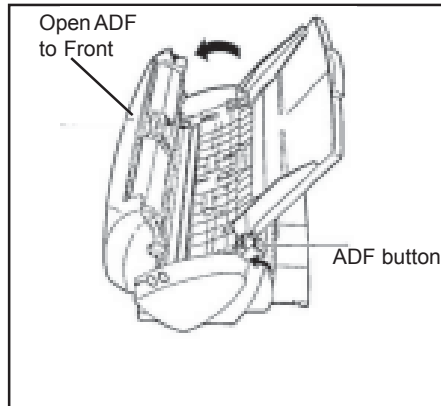


- The Target Value to Change Supplies is a rough estimate of when supplies should be changed with new ones. This amount can vary depending on paper type, frequency of use, print on pages, cleaning and other factors.
- To order new consumables contact the Fujitsu Dealer in your area or call our Technical Assistance Center at the number in your documentation.
- Clicking the Reset will set the count for each consumable to 0. This should be done when ever you change to a new consumable in the scanner.

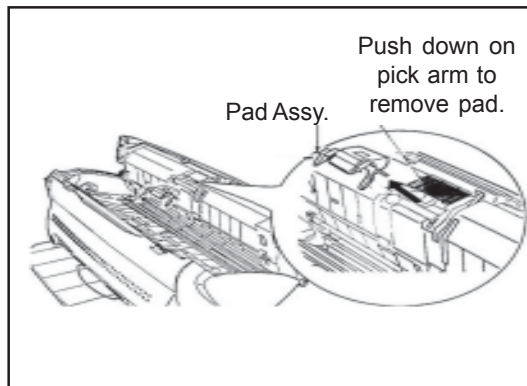
REPLACING THE PAD ASSEMBLY

A defective or improperly installed Pad Assembly can cause misspicks, skew, or double fed documents. To replace the Pad Assembly perform the following steps.

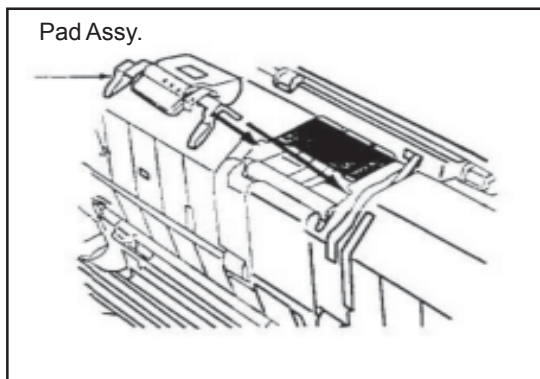
- Remove all documents from the ADF Paper Chute. Open the ADF by pulling the ADF button up.



- Remove the Pad Assembly by pressing Down on the pick arm then pull out the pad assembly to remove it.



- Attach the new Pad Assembly while pressing down on the pick arm so it is out of the way. Be sure to seat the pad completely to avoid jamming of paper being fed.

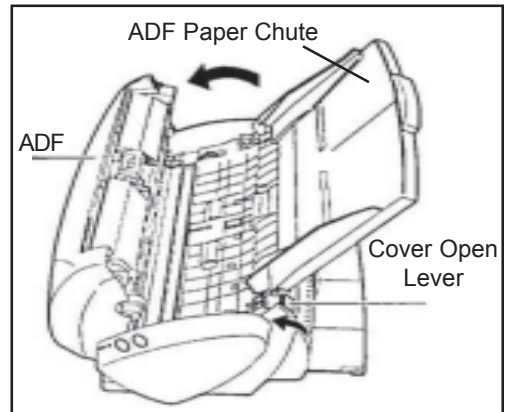


Note:

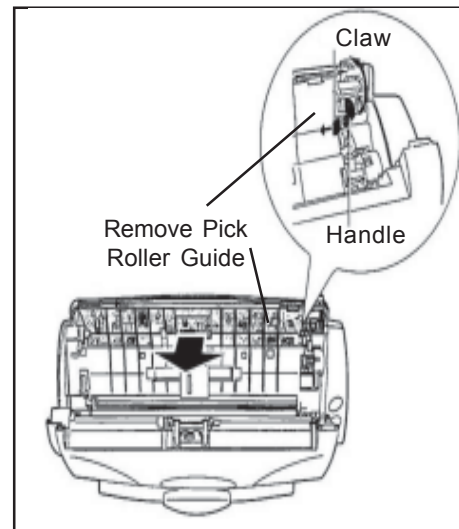
After replacement of any consumable reset the counter for that consumable by following the “Consumables Page Count” Section at the front of these instructions to reset paper counts.

REPLACING THE GUIDE ASSEMBLY

- Remove all documents from the ADF Paper Chute and remove the ADF paper chute from the scanner. Open the ADF towards the front of the scanner while holding up the cover open lever.



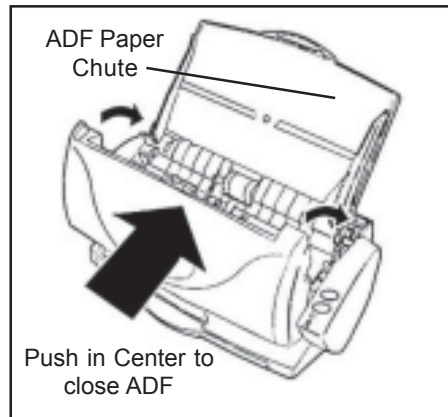
- Push the Claw on the Guide Assembly inwards while lifting on the handle to remove the Guide Assembly from the scanner's feed path.

**Note:**

If the Guide Assembly is not fully seated paper jams and miss-feeds are likely to occur. Don't forget to reset the counter for the Pick Roller by right-clicking on the ScanSnap Monitor in the Task Tray.

REPLACING THE GUIDE ASSEMBLY (CONT.)

- Attach the ADF paper chute. Push in the center of the ADF to close, press until you hear a click which indicates the ADF is fully closed. The scanner should now be ready to feed documents.



- See the Consumables Page Count Section of these instructions to reset paper counts. This should be done when ever the consumables are changed out with new consumables.

CLEANING LOCATIONS AND FREQUENCIES

Location	Tools	Frequency
Pick Roller and Pad	Cleaning Sheets	Every 1,000 Sheets
	Cloth & Isopropyl Alcohol	Every 5,000 Sheets
Plastic Feed Rollers	Cloth & Isopropyl Alcohol	Every 5,000 Sheets
Sheet Guides	Cloth & Isopropyl Alcohol	Every 5,000 Sheets
Eject Rollers	Cloth & Isopropyl Alcohol	Every 5,000 Sheets
Feed Rollers	Cloth & Isopropyl Alcohol	Every 5,000 Sheets
Glass Surfaces	Cloth & Isopropyl Alcohol	Every 5,000 Sheets

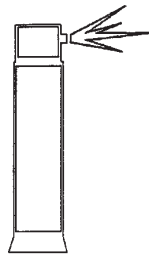
Note:

The scanner will need to be cleaned every day (or possibly more than once a day) if the following paper is scanned.

- Paper with special coating such as carbonless paper.
- Paper with large amount of printing. (Heavy toner or ink)
- Documents with toner that is not fused properly.

CLEANING MATERIALS

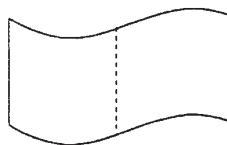
F1 Cleaner
Isopropyl Alcohol



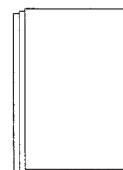
Cotton
Swabs



Lint Free
Cleaning Cloths



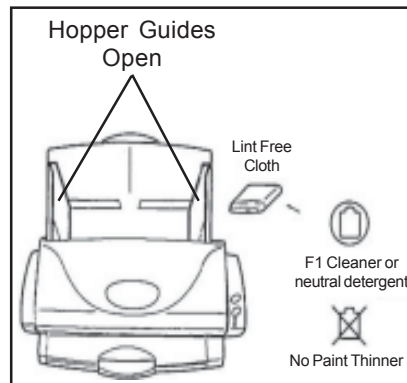
Cleaning Paper



CLEANING THE ROLLERS WITH THE CLEANING PAPER

The cleaning papers are designed to remove only loose paper dust and ink from the rollers. Use the cleaning paper approximately every **1,000** sheets scanned. They are to be used in between the thorough cleanings of the scanner. **Using the cleaning paper does not take the place of the more complete cleanings described later in this section**

- Set the Hopper Guides to the widest width possible.



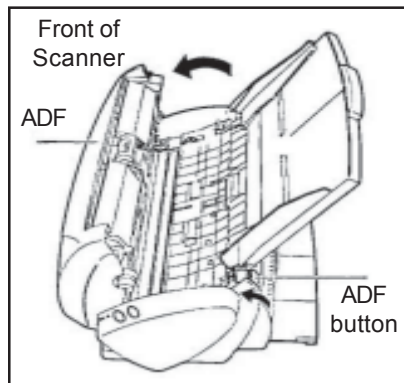
- Spray the Cleaning Paper lightly with F1 Cleaner and place the Cleaning paper against the right edge of the Hopper Guide. Press the SCAN button on the front of the scanner to scan the cleaning paper. **Do Not Save These Images.** This operation is used only to pass the cleaning paper through the paper feed path. Check the path to see if it needs further cleaning, if you find debris in the paper path perform this cleaning or the **(CLEANING THE ADF WITH LINT-FREE CLOTHS)** in the following steps.
- Place the Cleaning Paper against the Left Hopper Guide and perform the previous step.

CLEANING THE ADF WITH LINT-FREE CLOTHS

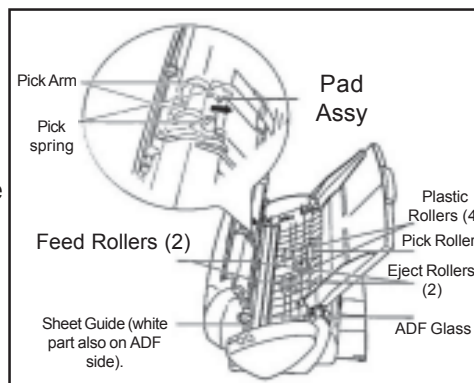
Note:

The glass surface inside the fi-4110E0X2 ADF becomes hot during scanner operation. Before performing this cleaning turn off the scanner and disconnect the AC adapter from the power outlet, wait at least 15 minutes for the scanner to cool.

- Turn Scanner power off.
- Open the ADF cover by pressing the ADF button. Disconnect the AC power plug. Let the scanner cool for at least 15 minutes after operation. This is to prevent burns to your skin as the lamps will heat the surface of the glass in the feed path.

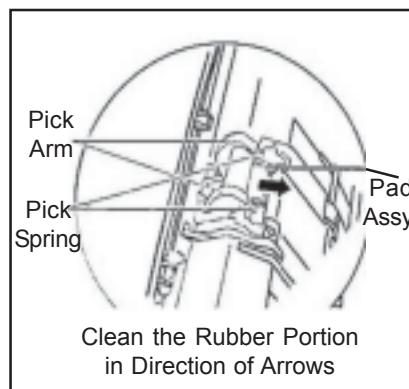


- Use F1 Cleaner (90% or higher Isopropyl Alcohol) on a lint free cloth and clean the areas shown in the drawing to the right. (See following steps to clean properly)



CLEANING THE PAD ASSEMBLY.

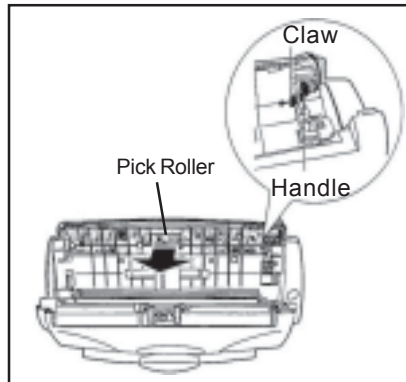
- Clean the Pad Assembly using a downward stroke in the direction shown to the right with the lint free cloth moistened lightly with F1 Cleaner (90% or higher Isopropyl Alcohol).



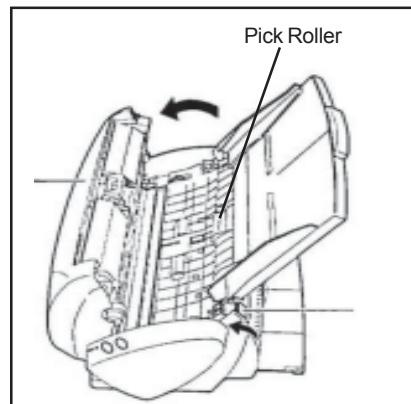
CLEANING THE ADF WITH LINT-FREE CLOTHS (CONT.)

CLEANING THE PICK ROLLER.

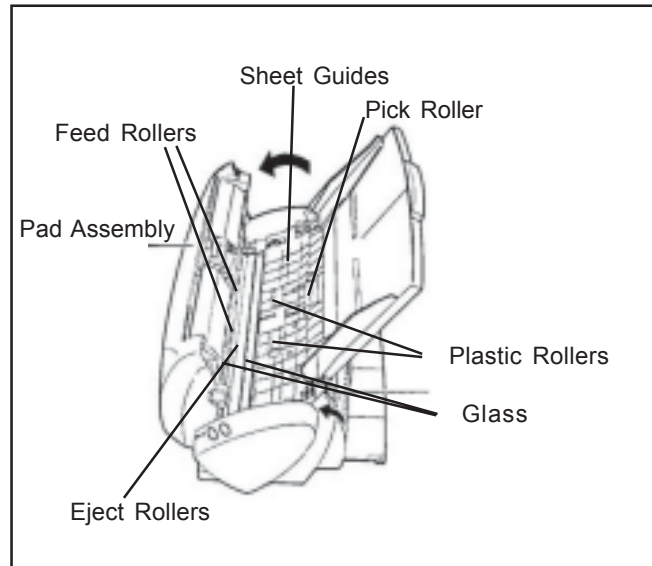
- You may want to remove the pick roller to clean it. Do so by pushing the claw while lifting on the handle to remove the Pick Roller and guide together. If you choose to clean the pick roller without removing it do so as shown below.



- Clean the Pick Roller by wiping it lightly with a lint-free cloth moistened with F1 Cleaner (90 % or higher Isopropyl Alcohol). Wipe lightly being careful not to break away parts of the rubber.



- Clean the Plastic Feed Rollers, Sheet Guides, Eject Rollers, Feed Rollers and Glass Guide Surfaces as required by spraying F1 cleaner on a lint free cloth and wiping them clean.

CLEANING THE ADF WITH LINT-FREE CLOTHS (CONT.)**CLEANING THE ROLLERS, GLASS & FEED ROLLERS**

- Clean the Plastic Rollers lightly with a lint-free cloth moistened with F1 Cleaner (90 % or higher Isopropyl Alcohol). Be careful not to damage the sponge HK rings at each end of the two plastic exit rollers.
- Clean the Sheet Guide surface, Glass Surface, wiping them lightly with a lint-free cloth moistened lightly with F1 Cleaner (90 % or higher Isopropyl Alcohol).

