SHARE NEW LEVELS OF PRODUCTIVITY AND EFFICIENCY

WHAT DO YOU HAVE TO SAY?

HP Scanjet N6310 Document Flatbed Scanner

Enjoy fast, efficient and versatile scanning with the HP Scanjet N6310 Flatbed Scanner which quickly captures a variety of documents—including legal-size documents and business cards, photos and transparent materials—at up to 15 pages per minute (ppm) and six images per minute (ipm). Increase scanning efficiency with the 50-page duplex automatic document feeder (ADF), easy-to-use task shortcuts and one-touch buttons, as well as options to modify digital documents. The scanner comes with intuitive software including HP capture software, Presto! PageManager®, ScanSoft® PaperPort®, IRIS Readiris™ Pro OCR, Presto! BizCard℠ Reader and HP Photosmart Essential to enhance office productivity.

# Fast document scanning

### Fast scan speeds

Scan multi-page and two-sided office documents at up to 15 pages per minute (ppm) and six images per minute (ipm) in duplex, using the 50-page automatic document feeder (ADF) for fast, unattended scanning. Quickly and easily complete large, professional-quality scanning jobs, and scan up to 500 pages a day.

### Duplex scanning

Capture both sides of a scanned document without flipping the original, using the automatic document feeder (ADF), and complete scanning tasks efficiently.

Up to **15 ppm** and **6 ipm** using duplex scanning

Handles up to **500 pages** per day

**50-page ADF** for convenient two-sided scanning

---

**ENERGY STAR® qualified**

**500 pages daily duty cycle**

**15 ppm / 6 ipm**
200 dpi black-and-white, grey, colour

**50-page stack size**

**600 dpi ADF, 2400 dpi flatbed**
48-bit depth color

**Commercial service and support**
1-year on-site warranty

**Robust software suite**
ISIS®, TWAIN, WIA drivers;
HP task-based scan and copy;
IRIS ReadIris PRO OCR,Nuance PaperPort /
Presto! PageManager, NewSoft BizCard Reader

**Easy-to-use task-based interface with scan shortcuts**

**Quick-start "Scan" and "Copy" buttons**

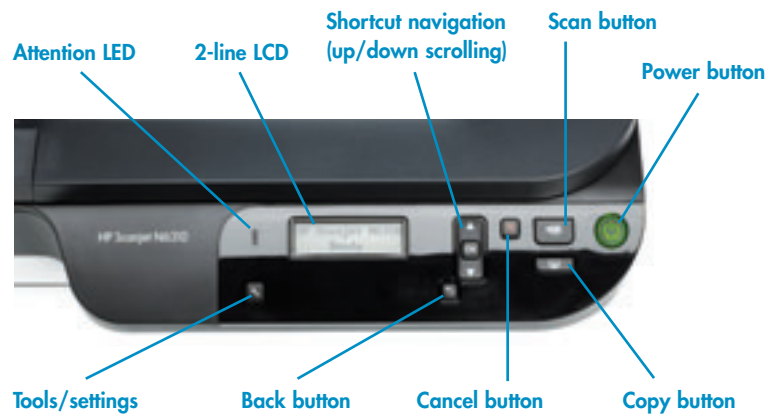# Increase efficiency with easy-to-use features

## Task-based interface

Easily complete scanning tasks with the easy-to-use, task-based interface. Task shortcuts, as well as one-touch scan and copy buttons allow for quick scanning startup. Adjust digital documents and files with the automatic deskew, rotate and crop functions. Convert documents into editable digital files. Save scanned documents and images to a variety of locations and file types, including PDF, TIFF, JPEG and others.

**TIFF, Microsoft Word, HP Photosmart Essential Software and more**

**Quickly and easily set up scan shortcuts and use them to save time on common tasks such as scan document to TIFF file; scan photo to file; scan document to Microsoft Word; scan negatives to files; scan 35 mm slides to HP Photosmart Essential Software; and much more.**

## One-touch scanning and copying

Save time on common tasks, using the quick-and-easy scan shortcuts. Simply press a button to begin scanning or copying with the one-touch dedicated scan and copy buttons located on the scanner's control panel.

**Attention LED**  **2-line LCD**  **Shortcut navigation (up/down scrolling)**  **Scan button**  **Power button**

**Tools/settings**  **Back button**  **Cancel button**  **Copy button**

## Easily enhance and modify digital documents

HP scanning technology automatically deskews, rotates and crops digitised files, making it easy to modify and enhance digital documents. The channel colour drop-out feature, activated via the HP scanning software, removes colours, reduces the scan file size and improves the optical character recognition (OCR) accuracy of a scanned document or image.

## Scan to email, folder or application for easy sharing

Scan documents or photos and send them directly to an e-mail address, folder or application using the included HP scanning software. Create editable digital files and save them to a variety of file types, including PDF, TIFF and JPEG.

# Versatile scanning for all your needs
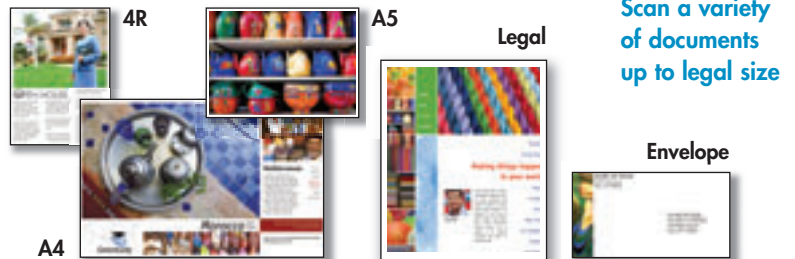
## Professional-quality scans

Get professional-quality scans of a variety of office documents, and impressive scans of black-and-white and colour photos with 2400 dpi, 48-bit colour.

**Scan black-and-white and colour photos with**
**2400 dpi, 48-bit colour**

## Scan a variety of documents

Scan from the scanner's automatic document feeder and flatbed surface in landscape orientation. Capture a variety of original office documents and items—legal-size documents (8.5 inches wide and 14 inches long), bound materials, business cards, photos, slides and negatives. Scan multiple items at once on the flatbed and save the images as separate files.

**4R** **A5**

**Legal**

**Scan a variety of documents up to legal size**

**Envelope**

**A4**

## Scan 3D objects and business cards

Use the flatbed scanner to scan excerpts from thick, bound items and irregular, worn or stapled documents, as well as business cards—then save as digital files for easy archiving and retrieval.

Using the included Presto! BizCard℠ Reader software, automatically capture text from scanned business cards for storing into a digital database, and save time by managing contacts in a single easy-to-use contact system.

SAVE TIME

## Scan slides and negatives

The built-in transparent media adapter (TMA) lets you easily capture and digitise slides and negatives, and save time by scanning two 35 mm slides or three negatives at once.

**Built-in transparent media adapter (TMA)**

## Create editable word processing files

Turn scanned hard-copy documents into editable word processing files with the scanner's optical character recognition (OCR) capability. As a document is being scanned, the scanner recognises and converts text on the document into a format that can be easily converted to a word processing file.

# Robust suite of software and productivity tools

The HP Scanjet N6310 Document Flatbed Scanner comes with a powerful suite of intuitive software to make scanning simple and productive. The software applications help you manage digital files, convert scans into editable text documents, create databases of professional contacts and easily integrate the scanner with other systems.

## HP capture software

The easy-to-use HP capture software lets you easily capture, view and edit documents and photos.

- Scan original documents for previewing and editing.
- Scan photos and preview, edit, rotate, crop or resize photos.
- Scan multiple photos and easily save them as separate files.
- Scan multiple pages through the ADF and view them in the thumbnail view window or as enlarged previews.
- Use the simple on-screen icons to reorder, add, rotate or crop images.
- Use simple editing tools such as photo colour adjust and image correction, to remove dust and scratches and restore faded colour.

## ScanSoft® Paperport® (Windows) Presto! PageManager® (Macintosh)

The included software lets you easily manage, organise and share scanned images.[1]

- Find and move documents easily with the browser-type interface which displays thumbnails of files on the system.
- Easily file documents and photos, using drag-and-drop capabilities.

## IRIS Readiris™ Pro OCR

- Convert scanned office documents into editable word processing files for archiving and sharing.
- Reproduce documents in more than 20 different applications, such as Microsoft® Word, Microsoft® Excel and Adobe® Acrobat®.



**Microsoft® Word, Microsoft® Excel and Adobe® Acrobat®**

## Presto! BizCard℠ Reader

- Convert scanned business cards into digital files for archiving into an easy-to-use contact system.



## ISIS®/TWAIN/WIA driver

The included drivers make the scanner compatible with most software applications and document management systems.



- Begin scanning immediately without installing extra software, using the TWAIN driver.
- Integrate the scanner into existing software applications, using the ISIS® driver.

## Advance your business and shrink your environmental footprint with HP

HP makes it easy for you to boost your bottom line while limiting the environmental impact of your business. Reduce costs, save energy, conserve resources and gain efficiencies with the HP Eco Solutions Program. With HP, there's no tradeoff between achieving business performance and meeting environmental goals. HP Eco Solutions Program is better for business, and better for the environment.

1. **Reduce clutter and waste.** Capture and deliver documents electronically with the HP Scanjet N6310 Document Flatbed Scanner, and speed up document-based workflows, virtually eliminate the need for faxing, and lower the amount of paper your company uses.

2. **Save energy** with the HP Scanjet N6310 Document Flatbed Scanner with meets ENERGY STAR® guidelines for energy efficiency.

[1] ScanSoft® PaperPort® is compatible with Windows 2000, XP and Vista. Presto! PageManager® is compatible with Windows 2000, XP, Vista, and Macintosh OS 10.3 and higher

# Technical specifications

## HP Scanjet N6310 Document Flatbed Scanner

| | |
|---|---|
| Scanner type | Flatbed, ADF |
| Scan technology | Charge Coupled Device (CCD) |
| Automatic document feeder (ADF) capacity | Standard, 50 sheets (75 g/m²) |
| ADF scan speed (A4) | Up to 15 ppm/6 ipm (using HP Scanning Software) |
| Media size, ADF | A5, A4, Legal |
| Duty cycle | 500 pages per day |
| Scan resolution | **Optical:** Up to 2400 dpi<br>**Hardware:** Flatbed: up to 2400 x 2400 dpi, ADF: up to 600 x 600 dpi<br>**Output resolution dpi settings:** 75, 100, 150, 200, 300, 400, 600, 1200, 2400 |
| Colour bit depth/Greyscale levels | 48-bit/256 |
| Image scaling or enlargement range | 12 to 2400% in 1% increments |
| Maximum document scan size (ADF) | Flatbed: 216 x 292 mm, ADF: 220 x 356 mm |
| Minimum document scan size (ADF) | Flatbed: no minimum; ADF: 148 x 148 mm |
| Multi-feed detection | Yes, length |
| Media weight | 60 to 120 g/m² |
| Transparency Adapter | Built-in Transparent Materials Adapter (TMA); two 35 mm slides or three 35 mm negative frames |
| Control panel | 3 function buttons (Power, Scan, Copy), navigation and selection buttons (Up arrow, Down arrow, Back, OK), Cancel, Setup |
| Scan input modes | Front-panel scan to HP Scanning Software; HP Document Copy; software scan using HP Scanning Software; user application via TWAIN, ISIS, or WIA drivers |
| Scan file formats | PDF, searchable PDF, JPG, BMP, TIFF, compressed TIFF, TXT, HTML, RTF, FPX, PNG, PCX |
| Photo enhancements | Adaptive Lighting, Auto Red-eye Removal, Image Restoration, Photo Brightening |
| Standard connectivity | Hi-Speed USB 2.0 |
| Dimensions (W x D x H) | 502 mm x 415 mm x 168 mm |
| Weight | 6.7 kg; **packaged:** 8.21 kg |
| Software included | HP Scanning Software (Microsoft® Windows® and Mac); **for Microsoft® Windows®:** EMC ISIS/TWAIN drivers, PaperPort, Readiris Pro, Presto! BizCard; **for Macintosh:** Readiris Pro, Presto! PageManager |
| Minimum system requirements | **For all systems:** USB 1.1 or higher, CD-ROM drive, 800 x 600 SVGA monitor, 16-bit colour, 60 MB (EMC ISIS/TWAIN drivers only), 450 MB free hard disk space (additional 500 MB and USB 2.0, recommended for extensive ADF use); **for Microsoft® Windows® XP Home and XP Professional:** computer with at least a 1.3 GHz processor and 512 MB RAM; **for Windows Vista®:** computer with at least 1.3 GHz processor and 1 GB RAM; **for Microsoft® Windows® 2000:** computer with at least a 800 MHz processor and 256 MB RAM. **for Macintosh:** Mac OS X v10.4.11, v10.5 or higher |
| Recommended system requirements | **For all systems:** computer with at least a 2.4 GHz processor, 4 GB hard disk space, 800 X 600 SVGA monitor, 16-bit colour, USB 2.0 recommended for extensive ADF use; **for Microsoft® Windows® 2000, XP Home and XP Professional:** 1 GB RAM; **for Windows Vista®:** 2 GB RAM |
| Compatible Operating System | Microsoft® Windows® 2000, XP Home, XP Professional, XP Professional x64; Windows Vista®, x64; Mac OS X v10.4.11, v10.5 or higher |
| Operating environment | **Operating temperature:** 10° C to 35° C; storage temperature: -40° C to 60° C<br>**Operating humidity:** 15% to 80% RH; storage humidity: 0% to 90% RH |
| Power specifications | **Input voltage:** 100 to 240 VAC (+/- 10%), 50/60 Hz (+/-3%) |
| Power consumption (Energy Star® compliant) | 60 watts maximum |
| Energy Star | Yes |
| Regulatory compliance information/safety | IEC 60950-1 First Edition (2001), national derivatives, associated voluntary and mandatory certifications: China (CCC), Russia (GOST), Taiwan (BSMI), Mexico (NOM) |
| Electromagnetic compatibility | EU (EMC Directive), US and Canada (FCC Rules), Australia and New Zealand (ACMA), China (CCC), Korea (MIC), Taiwan (BSMI), Russia (GOST), South Africa (I.C.A.S.A.) |
| Warranty | One-year limited hardware warranty, phone and web support included. Warranty may vary by country as required by law. Go to www.hp.com/support to learn about HP's award winning service and support options in your region. |

[1]Scan speed: tests performed on a 3-GHz HP Media Center PC with 1 GB of RAM and Windows XP Media Ce

## For more information visit our website at www.hp.com