**Product guide**

# Leave the paper shuffle behind

## HP Scanjet Pro 3000 s2 Sheet-feed Scanner

April 2013

# Table of contents

# Turn piles of paper into business productivity

Is your to-do list weighing you down? Now you can spend less time scanning and more time focused on what matters most to your business. The HP Scanjet Pro 3000 s2 Sheet-feed Scanner is an affordable device that can add efficiency to any office, helping you work smarter with HP Easy Scan and intuitive shortcuts. You can create searchable PDF and Microsoft® Word files with just a touch, and plug right in to existing scanning platforms for easy integration. Count on clear, legible results from a compact scanner designed to help save energy.

## Who can benefit?

This scanner is ideal for those in small to medium-size businesses and cost-conscious enterprises who need a smart, reliable way to digitize paper documents and add efficiency to office processes. Now you can transform those stacks of paper into searchable, editable files your business can use. This sheet-feed scanner comes with lots of features that can help cut your task list down to size.

# Product walk around

1. 50-sheet automatic document feeder (ADF) with automatic two-sided scanning
2. Document input tray extension (shown not extended)
3. Two-sided scans at up to 40 images per minute (ipm) at 300 dpi, and single sided at up to 20 pages per minute (ppm)[1]
4. HP EveryPage Ultrasonic helps detect multiple-feeds
5. Compact device fits in around the office
6. Document output tray extension (flips open—shown in closed position)
7. Document output tray (shown opened—you can also scan with the output tray closed)
8. Power LED
9. Cancel button
10. One-touch scan button
11. Power on/off button
12. Hi-Speed USB 2.0 input
13. Power connection

**Front view**

**Rear I/O panel close-up**
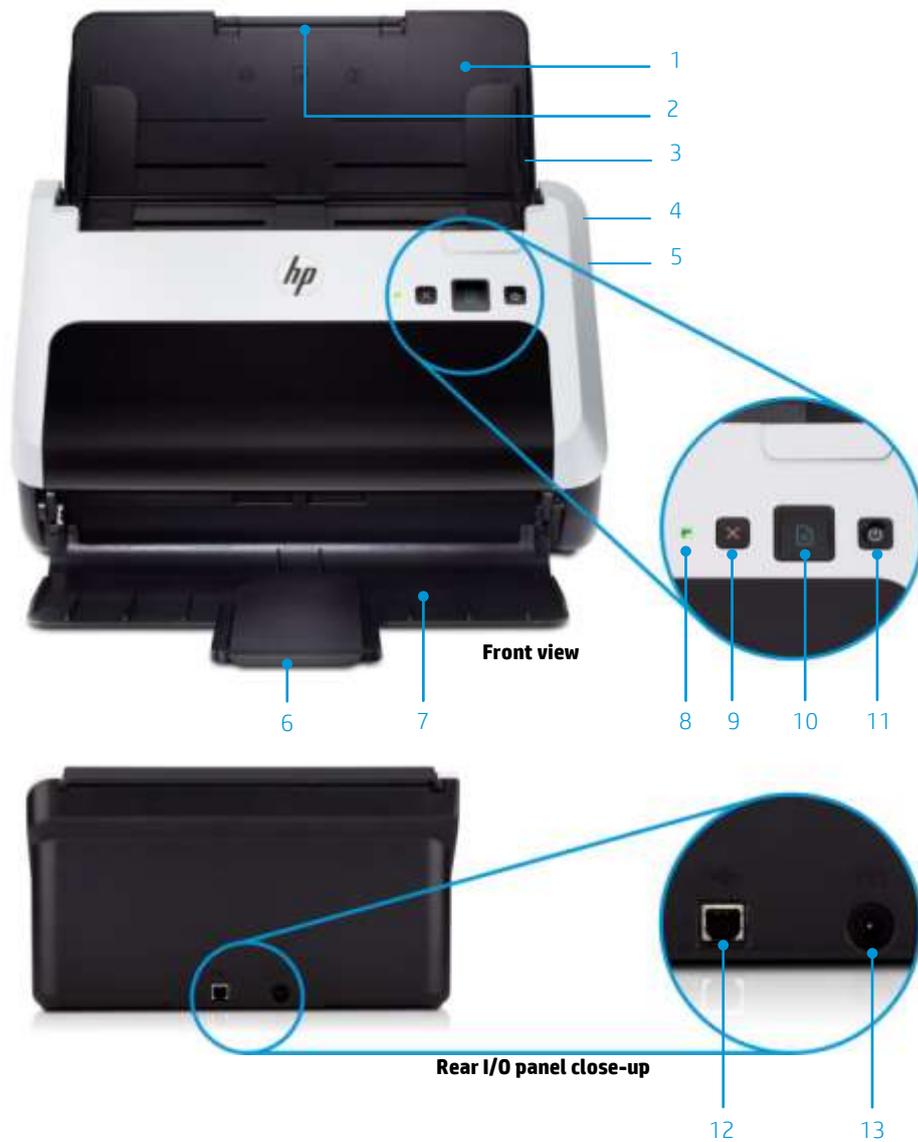
# Top features at a glance

Easily transform piles of paper into useful files and turn the page on your paper-intensive processes. Save time with smart, reliable scanning that's easy to integrate and can add efficiency to any office. More top features are highlighted below.

Productivity features

50-sheet ADF

Ultrasonic multi-feed detection

Auto-Off technology

## Put smart, convenient scanning to work for you

- Save time and steps with HP Easy Scan. Create quick shortcuts to help add efficiency to your business.
- Accurately capture clear and legible results with auto-scan mode, crop, and colour detection. Create PDFs with the touch of a button.
- Seamlessly add high-volume scanning to existing processes through TWAIN, EMC ISIS, WIA and Mac drivers.

## Stand up to stacks of documents

- Easily create files to store, share, search, and edit. Use embedded optical character recognition (OCR) technology to organize and retrieve scanned documents easily with searchable PDF, Microsoft Word (.docx), rich text (.rtf) and plain text (.txt) formats.
- Quickly store and share your scanned files with ease—send directly to cloud storage or a Microsoft SharePoint® site.[2]
- Breeze through processes with fast scan speeds and a 50-sheet automatic document feeder.
- Automatically create two-sided scans in a single pass—without slowing down.
- Turn hard copies into editable files and business cards into contact lists.[3]
- Reliably handle a variety of paper types, thicknesses, and sizes.

## Count on the right result, right when you want it

- Avoid missing pages in scanned files—HP EveryPage Ultrasonic feeds one page at a time and auto-aligns.
- Produce sharp, legible results with the ability to scan at 600 dpi resolution.
- Rely on a scanner that just won't quit—scan up to 1,000 pages per day.
- Count on legendary HP reliability and protect your investment with HP Services.

## Conserve resources without sacrificing performance

- Help save energy costs with HP Auto-Off technology—schedule your device to turn off when you don't need it.[4]
- Conserve power without sacrificing performance with this ENERGY STAR® qualified and ERP-compliant device.
- Reduce energy consumption with LED-based scanning technology.[5]
- Reduce clutter and waste—scan, store and share documents digitally.
- Preserve workspace with a compact device that fits in around the office—close at hand or out of the way.
- Choose a responsibly-engineered, RoHS-compliant device that's free of mercury, lead, and other hazardous materials.

# Put smart, convenient scanning to work for you

Use HP Easy Scan to streamline your work. Create quick shortcuts to help add efficiency to your business.

## Save time and skip steps with HP Easy Scan

HP Easy Scan is an easy-to-use scanning application that allows you to scan paper documents, convert them into a wide range of output formats—such as Searchable PDF and Microsoft Word—and send them to numerous destinations.

You can scan documents either in the HP Easy Scan user interface—which contains convenient scan shortcuts—or use the scanner button directly with HP Easy Scan running in the background.
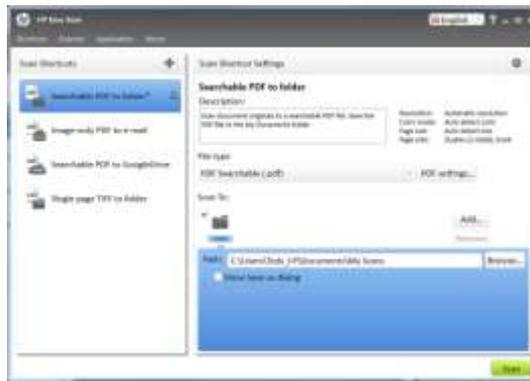


**HP Easy Scan's main menu includes four pre-configured scan shortcuts, but more can be added and all can be fully customized to meet your needs**

## Accurately capture the right results

With HP Easy Scan you can be sure you are capturing exactly what you need—no more and no less. Well-designed menus allow you to select from a wide range of scan settings. And with features like auto-scan mode, auto-colour detection, image crop, deskew and blank page removal, you can rest assured that your output will be just right.

**Need high-volume scanning?**

Using TWAIN software, you can easily scan with compatible applications already installed on your computer. This sheet-feed scanner also supports ISIS, WIA and Mac drivers.



**HP Easy Scan makes it simple to specify scan settings and adjust scanned images before saving**

# Stand up to stacks of documents

Does your scanning workload pile up? Now you can store and share your scanned files with ease, sending them directly to a folder, to email, or to cloud storage, such as Google Drive™, Box.net or a Microsoft SharePoint site.[2]

## Easily create files to store, share, search, and edit
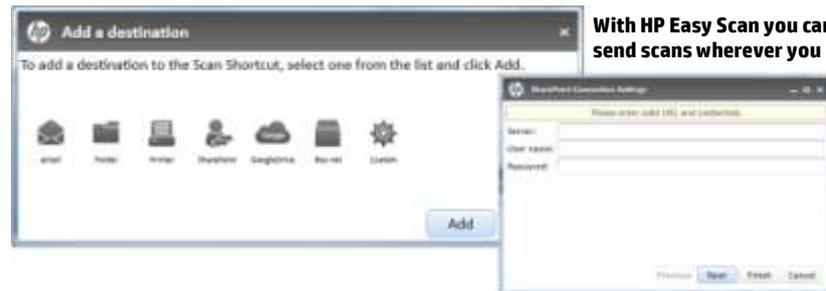


With HP Easy Scan you can easily send scans wherever you need them

### Scan to HP Flow CM Professional[8]

HP Flow CM Professional[8] is a cloud-based document management solution designed to help manage and share information for improved collaboration. You can scan to HP Flow CM Professional[8] using the HP Scan2Cloud application (download available to HP Flow CM Professional[8] subscribers). For more information about HP Flow CM Professional[8], see hp.com/go/flowcmprofessional.

## Breeze through processes with fast scan speeds and a 50-sheet ADF

Maintain peak performance with one-touch 300 dpi scan speeds of up to 40 images per minute (ipm) when scanning two sided originals (up to 20 pages per minute single-sided). Use the 50-sheet automatic document feeder to heighten productivity.

### Scan both sides at once—at full speed

Automatically create two-sided scans—without slowing down. Scan or copy two-sided pages in just one pass with the dual-head scanner.

## Turn hard copy documents into searchable, editable text

This scanner includes embedded optical character recognition (OCR) technology and third-party applications like I.R.I.S. Readiris Pro and Cardiris business card recognition software. With OCR, you can scan paper documents and turn them into text-searchable PDF documents and fully searchable and editable documents, including Microsoft Word (.docx) files. OCR is a key feature of more advanced workflows, helping to enable the indexing and retrieval of documents.

### Choose from multiple OCR output file formats

When scanning OCR, you can select from a variety of file formats to best meet your needs, including:

- **Searchable PDF** (.pdf) creates a PDF file with text you can search and select, while preserving the appearance of the scanned document.
- **PDF/A** (.pdf) is a type of PDF designed for long-term archival of electronic documents. All formatting information in the document is self-contained. You can search and select text in the resulting PDF file.
- **Word** (.docx) creates a Microsoft Word-compatible .docx file, used by Microsoft 2010, and beyond. Some of the original formatting will be duplicated using this option.
- **Rich Text Format** (.rtf) is an alternative text format that can be opened by most word processing programs. Some of the original formatting will be duplicated using this option.

Scan to the cloud

50-sheet ADF

2-sided scanning

Scan to an editable file

- **Text** (.txt) creates a Unicode text file that can be opened in any word processing program. Unicode text is an industry standard used to consistently represent text in any language. Languages that use non-Roman characters must use Unicode for .txt files. The formatting of the original is not saved with this option.

### Non-OCR file formats

When you don't need optical character recognition, or you are scanning images or graphics, you can select from multiple non-OCR formats and settings.

- **PDF image** (.pdf) is a PDF file that does not contain recognized text. You cannot search for text inside this file type.
- **JPEG image** (.jpg) is one of the most popular graphics file formats. JPEG applies "lossy compression" to images (meaning some data is discarded in the process). This can result in a significant reduction of the file size. The amount of compression can be specified, and the amount of compression affects the visual quality of the result.
- **Single-page TIFF** (.tif) is the Tagged Image File Format. HP Easy Scan can apply a variety of compression options to colour, grayscale and black-and-white TIFF images, both lossy (using JPEG compression) and lossless (using LZW compression). You can also choose to leave TIFF files in an uncompressed state.
- **Multi-page TIFF** (.tif) can save multiple scanned pages to a single TIFF file rather than a series of files for each page.
- **BMP image** (.bmp) files are uncompressed raster images comprised of a rectangular grid of pixels. BMP is a relatively common file format used across a variety of operating systems and graphics programs.



**HP Easy Scan provides JPEG and TIFF image compression options**

### Supported OCR output languages

The scanner's built-in OCR software includes the ability to read the following 34 languages: Albanian, Arabic, Brazilian, Bulgarian, Catalan, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hebrew, Hungarian, Italian, Japanese, Korean, Lithuanian, Norwegian, Polish, Portuguese, Romanian, Russian, Simplified Chinese, Slovak, Slovenian, Spanish, Swedish, Traditional Chinese, Turkish, and Ukrainian.
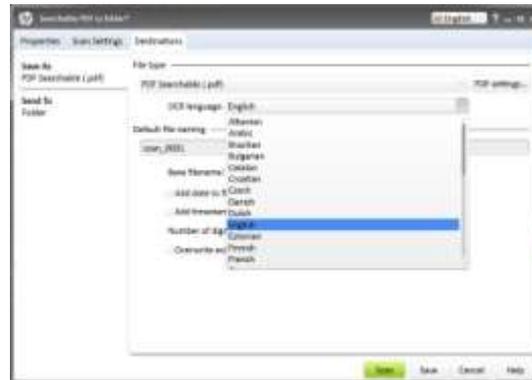


**The OCR language is easy to specify in HP Easy Scan, using a drop-down list**

### Easily handle variety

This highly capable scanner can handle a wide assortment of media types and sizes, including plain paper, envelopes, labels, checks, and cards (business and plastic ID). Supported sizes range from as small as 51 x 74 mm (2 x 2.9 in) all the way up to 216 x 864 mm (8.5 x 34 in).

The scanner also supports the use of carrier sheets (not included with the product). Carrier sheets allow you to scan a document that is wider than 216 mm (8.5 in) by folding it in two and creating a single image from the front and back sides. Carrier sheets can also be used to protect important photos or to scan documents with an irregular shape, such as newspaper clippings.

# Count on the right result, right when you want it

Avoid missing pages in scanned files. HP EveryPage Ultrasonic automatically detects multiple feeds to help ensure that all pages are scanned.

## HP EveryPage Ultrasonic—how does it work?

Sound waves are used to verify that a single sheet has been separated from the stack for processing, helping eliminate the need to count the number of pages fed to make sure it matches the number of scanned pages.

In the event that the ADF is unable to pick a page, or if multiple pages are pulled into the paper path, the feeding process stops and the device notifies you of the error. Pages that have already been scanned are stored in memory, which means that you don't have to restart your scan from the beginning.

Here it is in a nutshell:

- Ultrasonic waves are high-frequency (inaudible) sound
- They pass easily through a single sheet of paper
- If two sheets overlap, the small air gap between them reduces the signal at the receiver. The device senses that reduced signal, stops, and then displays a message to the user on the computer screen.

Ultrasonic multi-feed detection



One sheet of paper — Ultrasonic receiver — Ultrasonic transmitter

Two sheets of paper — Ultrasonic receiver — Air Gap — Ultrasonic transmitter
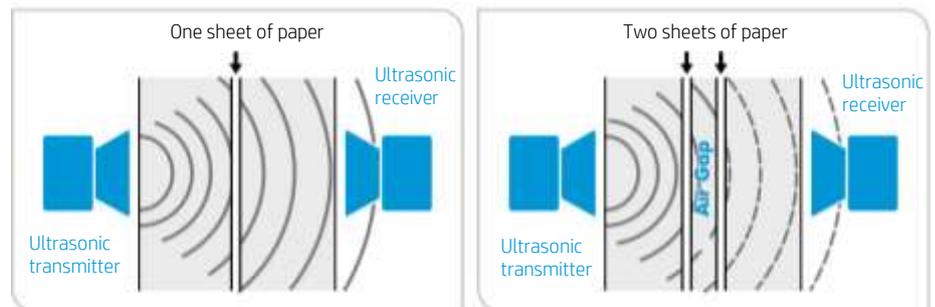
# Produce sharp, legible results

The HP Scanjet Pro 3000 s2 Sheet-feed Scanner has a range of output options, with the ability to scan up to 600 dpi resolution. The HP Easy Scan software will set resolution to automatically match that of the scanned document, or you can specify exact resolution settings via a scan settings menu, as shown below.
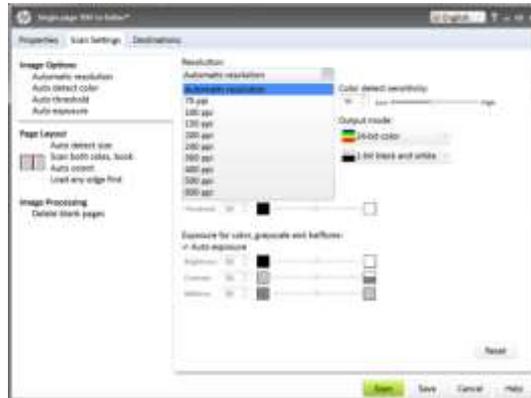


**HP Easy Scan lets you specify a range of scan settings**

# Rely on a scanner that just won't quit

Focus on your work with no worries about your scanner. With a daily duty cycle of up to 1,000 pages, the HP Scanjet Pro 3000 s2 is built to keep intervention rates low so you can stay productive.

# Enjoy peace of mind with legendary HP reliability



HP Care Pack services

Prior to its introduction, a new HP Scanjet device undergoes rigorous HP testing to provide consistent, high-quality output. Tests are performed with a large sample of devices through each step of the design process, to be certain that the device measures up to HP standards. The result is a solid, reliable product that produces consistent, excellent scan quality over its entire life.

The scanner includes a standard one-year limited hardware warranty with 24-hour, 7 days-a-week phone support. (Warranty may vary by country as required by law.) Additional warranty and service extension options are available. Go to hp.com/support to learn about HP award-winning service and support options in your region.

**HP services—protect your technology investment and stay productive**

Expand and extend your standard warranty with HP Care Pack services. Our range of support services provides access to experts when you need them—so you can focus on what you care about.

With HP Care Pack services you simply choose the level of support you need—no more, no less. A variety of options are available for the HP Scanjet Pro 3000 s2 Sheet-feed Scanner,[6] including:

- Next business day exchange (3-year and 1-year post warranty options)
- Next business day exchange, with onsite service (3-year and 1-year post warranty options)
- Installation assistance
- 1-year post warranty phone assistance

For more details, see Ordering Information on page 14. You can also select the HP Care Pack to best meet your needs at hp.com/go/cpc.

# Conserve resources without sacrificing performance

It has never been more important to save energy and resources, and HP technologies can help. HP's largest impact on the environment is through its products. The environmental performance of products is largely determined at the design stage. HP's Design for the Environment initiative is driving improvements at every stage in the product lifecycle—helping reduce the amount of energy, paper, packaging, and materials used at HP and by our customers. Like many HP products, this scanner is RoHS-compliant and is free of mercury, lead, and other hazardous materials.

## Reduce clutter and waste—scan, store, and share documents digitally

No matter what size your organization, scanning and storing documents digitally can help you make faster, better business decisions by capturing, managing, preserving, and delivering safeguarded data quickly and efficiently. Plus, you have the benefit of not having stacks of paper everywhere or requiring as much storage space.

## Conserve power without sacrificing performance

With its intelligent design, this scanner can help you meet your energy goals, without sacrificing performance:

- ENERGY STAR qualified product—HP equipment marked with the ENERGY STAR logo is qualified to the U.S. Environmental Protection Agency's ENERGY STAR specifications for imaging equipment. Additional ENERGY STAR information is listed at: hp.com/go/energystar. This energy-efficient device is also ERP-compliant (European Energy Related Products Directive).
- Auto-Off technology—Stay productive and conserve resources. Use HP Easy Scan to set your scanner to turn itself off when you don't need it.[4]
- LED light source—these scanners require no warm-up time. They are ready to scan as soon as they are powered on, which helps reduce energy use[5].

## Preserve workspace with a compact device

The HP Scanjet Pro 3000 s2 fits in around the office—close at hand or out of the way. With a footprint about the size of a sheet of letter or A4 paper, it will be right at home, wherever you choose to put it. When the trays and extensions are folded, this sleek little scanner measures only 28.5 cm (11.22 in) wide by 16.1 cm (6.34 in) deep. Even with its trays fully open and extended, it's only 28.5 cm (11.22 in) wide by 46.5 cm (17.88 in) deep.

Auto-Off
technology

| Scanner type | Sheet-feed; colour, grayscale or black-and-white |
|---|---|
| Advanced features | Automatic document feeder, single-pass duplex scanning, HP EveryPage Ultrasonic (multi-feed detection), HP Auto-Off technology,[4] auto colour detection, page size detection, crop, deskew, rotation, blank page removal, HP Easy Scan software with scan to cloud and SharePoint,[2] OCR, business card and document management,[3] low energy consumption with LED-based scanning technology, compact design with minimal footprint |
| Control panel | 3 buttons (Scan, Power, Cancel), power indicator LED |
| Scan speed[1] (colour, gray, or black-and-white) | Up to 20 pages per minute (ppm) at 300 dpi (A4 or letter)<br>Duplex up to 40 images per minute (ipm) at 300 dpi (A4 or letter) |

# Technical specifications

| | |
|---|---|
| **Scan resolution** | Hardware: up to 600 x 600 dpi; Optical up to 600 dpi; Output dpi settings: 75, 100, 150, 200, 240, 300, 400, 500, 600 |
| **Scan technology** | Contact Image Sensor (CIS) using red, green, blue LED, dual-head scanner |
| **Bit depth** | 48-bit (internal), 24-bit (external) |
| **Grayscale levels** | 256 |
| **TWAIN version** | HP TWAIN v 2.1 |
| **Digital sending** | Scan to email, folder, printer, SharePoint, Google Drive, Box.net;[2] Scan to custom location |
| **File formats** | Image only: PDF and PDF/A (.pdf), JPEG (.jpg), single-page TIFF and multi-page TIFF (.tif), Bitmap image (.bmp) <br> OCR: Searchable PDF and PDF/A (.pdf); Searchable Word (.docx), Rich Text Format (.rtf), and text (.txt) |
| **Scan input modes** | Front-panel Scan button, WIA, TWAIN, scan application (such as HP Easy Scan) |
| **Processor and memory** | 525 MHz, 256 MB RAM |
| **Duty cycle (daily)** | Up to 1,000 pages |
| **Media specifications** | |
|     Input capacity | Up to 50 sheets A4 or letter |
|     Custom sizes | 51 x 74 mm (2 x 2.9 in) to 216 x 864 mm (8.5 x 34 in) |
|     Standard sizes | A4, A5, letter, legal, custom (checks and business cards) |
|     Media weights | 49 to 120 g/m² (13 to 32 lb) |
|     Media types | Paper, envelopes, labels, checks, cards (business, plastic ID) |
| **Connectivity** | 1 Hi-Speed USB 2.0 |
| **Compatible operating systems** | Microsoft Windows® 8, Windows 7, Windows Vista®, Windows XP, Mac OS X v10.6.8, v10.7, v10.8 |
| **Minimum system requirements** | PC: Microsoft Windows 8, Windows 7, Windows Vista: 2 GHz processor, 2 GB RAM, USB 2.0, 177 MB available hard disk space for TWAIN and ISIS drivers, 1024 x 768 SVGA monitor; Windows XP Service Pack 3: 1.6 GHz processor, 1 GB RAM, USB 2.0, 177 MB available hard disk space for TWAIN and ISIS drivers <br> Mac: OS X 10.6.8, OS X 10.7 (Lion) or OS X 10.8 (Mountain Lion) |
| **Dimensions (width x depth x height)** | Minimum (with trays and extensions folded): 28.5 x 16.1 x 16.4 cm (11.22 x 6.34 x 6.46 in) <br> Maximum (with trays and extensions fully extended): 28.5 x 46.5 x 34.6 cm (11.22 x 18.2 x 13.6 in) |
| **Weight** | 2.3 kg (5.1 lb) |
| **What's in the box** | HP Scanjet Pro 3000 s2 Sheet-feed Scanner, power adaptor, power cord, USB cable, Install Guide, software, separation roller pad assembly, ADF cleaning cloth |
| **Software included** | HP Easy Scan, Readiris Pro 14, HP TWAIN (includes Chronos library), WIA, Scanner Tools Utility and EMC ISIS driver <br> Windows only: Nuance PaperPort 14 and Cardiris Pro 5; Mac only : ICA driver and HP Utility |
| **Warranty** | One-year limited hardware warranty, 24-hour, 7 days-a-week phone support. Warranty may vary by country as required by law. Go to hp.com/support to learn about HP award-winning service and support options in your region. |

# Environmental and power specifications

| Environmental ranges | |
| --- | --- |
| Temperatures | Recommended operating: 10 to 35º C (50 to 95º F); Storage: -40 to 60º C (-40 to 140º F) |
| Relative humidity range | 15 to 80% RH |
| **Acoustics** | |
| Sound power emissions | Ready mode: 3.5B; Scanning: 5.9 B(A) |
| Sound pressure | Ready mode: 15 dB (A); Scanning: 47 dB (A) (bystander position) |
| **Power specifications[7]** | ENERGY STAR® qualified, ERP-compliant |
| Power supply required | Input voltage: 110 to 240 VAC (+/- 10%), 50/60Hz (+/- 3 Hz) |
| Power consumption | 100 VAC, 60 Hz: Active:11.3 watts, Ready: 5.6 watts, Sleep: 1.6 watts, Off: 0.2 watts<br>120 VAC, 60 Hz: Active: 11.3 watts, Ready: 5.5 watts, Sleep: 1.6 watts, Off: 0.2 watts<br>230 VAC, 50 Hz: Active: 11.7 watts, Ready: 5.9 watts, Sleep: 1.7 watts, Off: 0.4 watts |
| Energy-saving features | HP Auto-Off technology,[4] LED light source (no warm-up time required) |
| **Environmental specifications** | RoHS-compliant, mercury-free, lead-free |
| **Safety and regulatory compliance** | IEC 60950-1:2005 +A1 and all applicable amendments, CSA/UL 60950-1, 2nd edition (2007), EN 60950-1:2006 +A11 +A1 +A12, Belarus safety, Canada cUL CoC, China CCC, European Union CE, Kenya PVOC, Kuwait TER, Nigeria SON, Saudi Arabia SASO, South Africa NRCS, Taiwan BSMI, Ukraine safety approval, USA UL CoC), other safety approvals as required by individual countries |
| **Electromagnetic emission standard** | Class B Emissions, CISPR 22:2008 (International), European Union EMC Directive 2004/108/EC, EN 55022:2010 (CE mark), China GB9254-2008 (CCC), Taiwan CNS13438:2006 (BSMI), USA CFR47 Part 15, Subpart B (FCC), Australia C-tick (includes New Zealand), Belarus EMC certificate, Korea KCC, Russia GOST, Ukraine EMC approval, EN 61000-3-2:2006 (harmonics), EN 61000-3-3:2008 (flicker), Immunity CIPSR 24:2010, EN 50024:1998+A1 +A2, KN 22 (Korea), Korea KCC, other EMC approvals as required by individual countries |

# Ordering information

Use accessories and supplies specifically designed for the scanner to help provide efficient performance. To order the accessories and supplies listed here, go to hp.com. If you don't have access to the Internet, contact your qualified HP dealer, or call HP (U.S.) at (800) 282-6672.

| Scanner | HP Scanjet Pro 3000 s2 Sheet-feed Scanner | L2737A |
|---|---|---|
| **HP Care Pack Services**[6]<br><br>Select the right HP Care Pack Service for your scanner at hp.com/go/cpc | HP 3 year Next Business Day Exchange, Scanjet Pro 3000 s2 Hardware Support<br>HP 3 year Next Business Day Onsite Exchange, Scanjet Pro 3000 s2 Hardware Support<br>HP 1 year Post Warranty Next Business Day Exchange, Scanjet Pro 3000 s2 Hardware Support<br>HP 1 year Post Warranty Next Business Day Onsite Exchange, Scanjet Pro 3000 s2 Hardware Support<br>HP Installation Scanjet Hardware Service, Scanjet Pro 3000 s2 Service<br>HP 1 year Post Warranty Phone Assist, Scanjet Pro 3000 s2 Service | UH260A/E<br>UL379A/E<br>UH359PE<br>UL380PE<br>UH375E<br>HC126PE |
| **Solutions** | hp.com/go/gsc | |
| **Supplies** | ADF Roller Replacement Kit<br>ADF Cleaning Cloth Kit | L2724A<br>C9943B |

## Contact information

**Hewlett-Packard Company**

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Web address: hp.com

**Contact HP by country:**

welcome.hp.com/country/us/en/wwcontact_us.html

HP Shopping (for U.S. only)

hpshopping.com or 1-888-999-4747

# Notes

[1] Scan time only; data transfer to CPU not included.

[2] Requires an Internet connection to the scanner through a PC and HP Easy Scan software (included) and driver installation.

[3] Services require registration. App availability varies by country, language and agreements. For details, visit hpconnected.com.

[4] HP Auto-Off technology capabilities subject to device and settings.

[5] When compared with traditional fluorescent bulbs.

[6] Service levels and response times for HP Care Pack Services may vary depending on your geographic location. Service starts on date of hardware purchase. Restrictions and limitations apply. For details, visit hp.com/go/cpc.

[7] Power requirements are based on the country/region where the scanner is sold. Do not convert operating voltages. This will damage the device and void the product warranty.

[8] Not available for Asia Pacific countries.

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