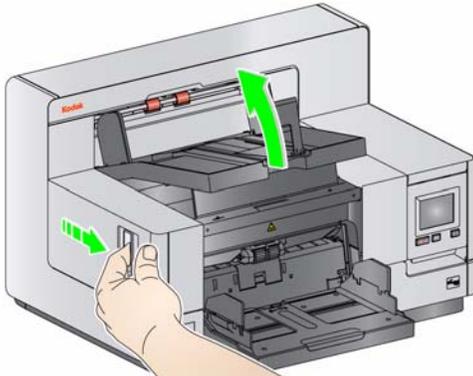


Installing and Using the Manual Feed Shelf

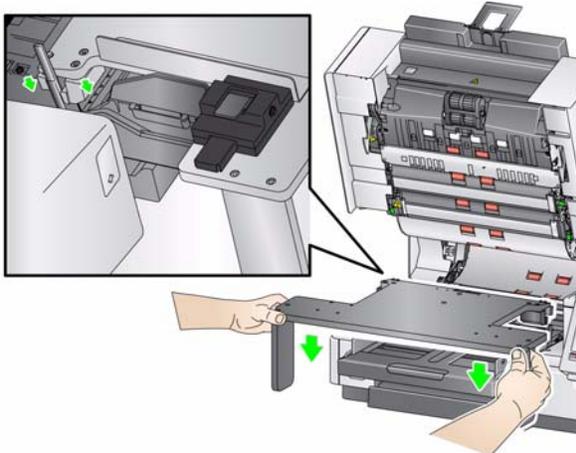
Following are instructions for installing and using the Manual Feed Shelf for use with *Kodak i5000 Series* Scanners. The manual feed shelf includes: the manual feed shelf and two side guides.

The Manual Feed Shelf provides a flat work surface to aid in manual feeding.

1. Before you begin, open your scanning application and set the scanner's input elevator in the lowest position (i.e., 750-sheet).
2. Open the side guides on the input elevator to the widest position and verify that the side guides are opened up. The shelf cannot be installed if the side guides are folded down.
3. Open the scanner cover.



4. Locate the two rails on the left and right side of the transport and slide the manual feed shelf over both of these rails.



NOTE: Be sure the manual feed shelf has a flat level surface to rest on.



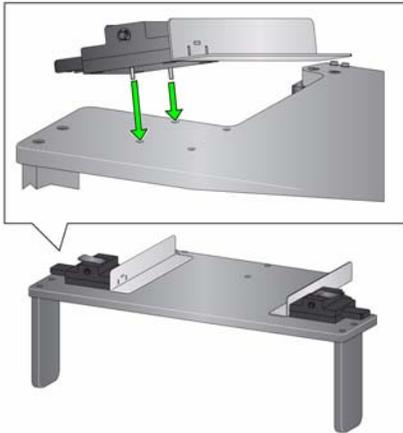
The manual feed shelf has two locations for the side guides.

NOTE: The side guides are optional. It is not necessary to install them if you do not want to use them.

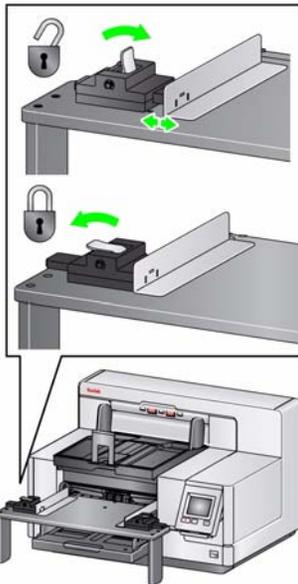
Depending on the size of the documents you are scanning:

- use the holes closest to the center of the manual feed shelf if you are scanning documents smaller than 21.59 (8.5 in.).
- use the holes farthest away from the center of the manual feed shelf if you are scanning documents larger than 21.59 (8.5 in.).

5. After inserting the manual feed shelf, install the side guides. Align the holes on the manual feed shelf with the pegs on the left side guide as shown.



6. Insert the right side guide in the same manner as in Step 5.
7. Open the locking tabs on the side guides of the manual feed shelf.



8. Adjust the side guide to the desired position by sliding them in or out to accommodate the size of the document(s) you are scanning.
9. Close the locking tabs on the side guides of the manual feed shelf.
10. Open your scanning application and set the scanner's input elevator in the highest position (i.e., Document Feeder).

11. Scan the document(s) in single-sheet or hand-held position.

Removing the manual feed shelf

1. Lower the input elevator to the lowest position.
2. Remove the manual feed shelf side guides.
3. Open the scanner cover.
4. Remove the manual feed shelf.