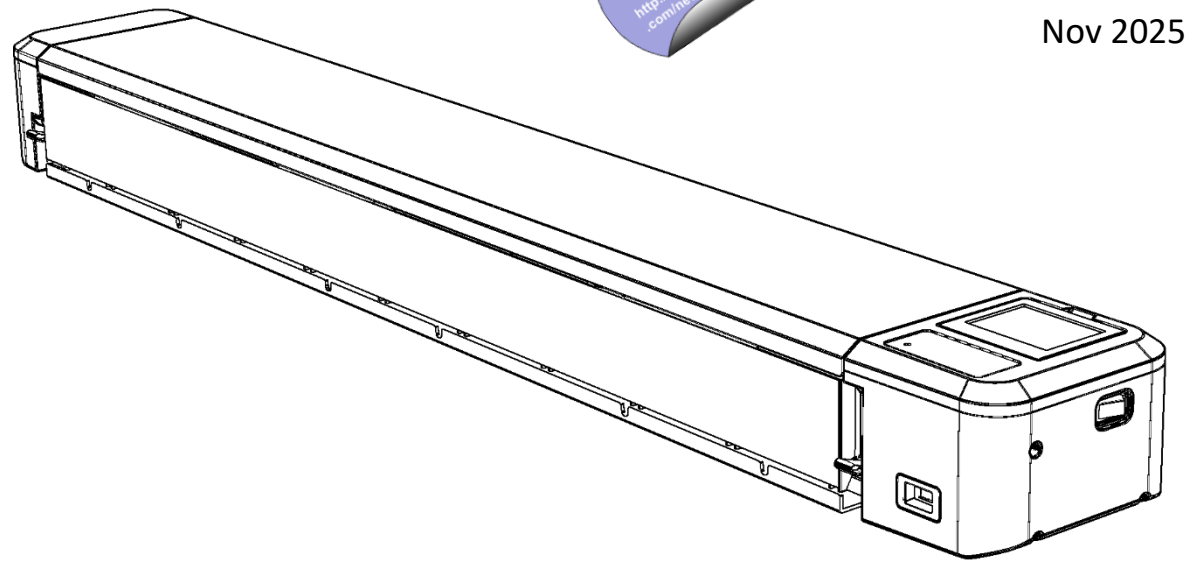
SmartLF Scan!
by Colortrac

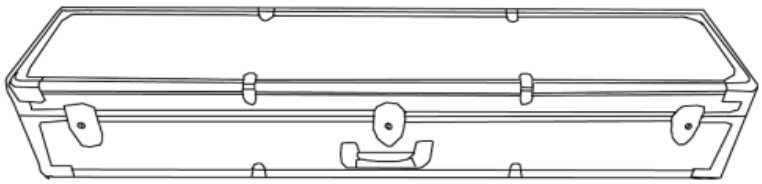
User Instructions

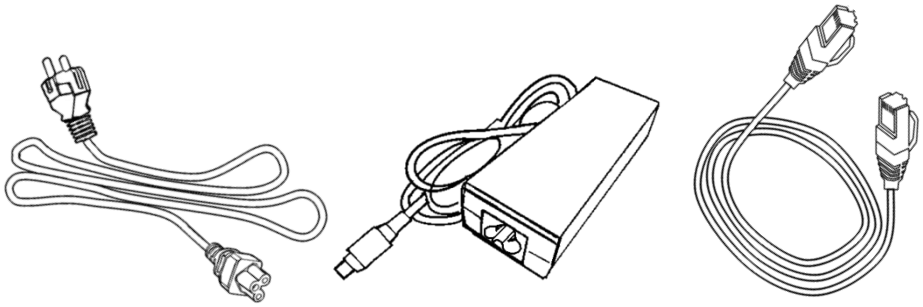
For SmartLF Scan!24/36

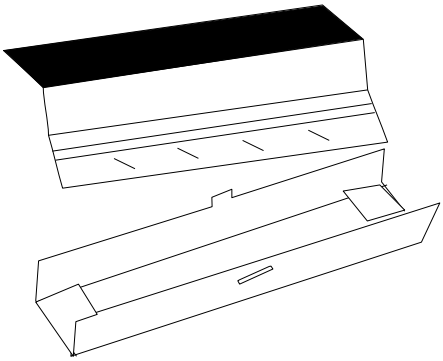
Large Format Scanner

Nov 2025









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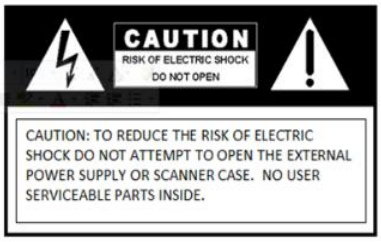
INSTALLATION

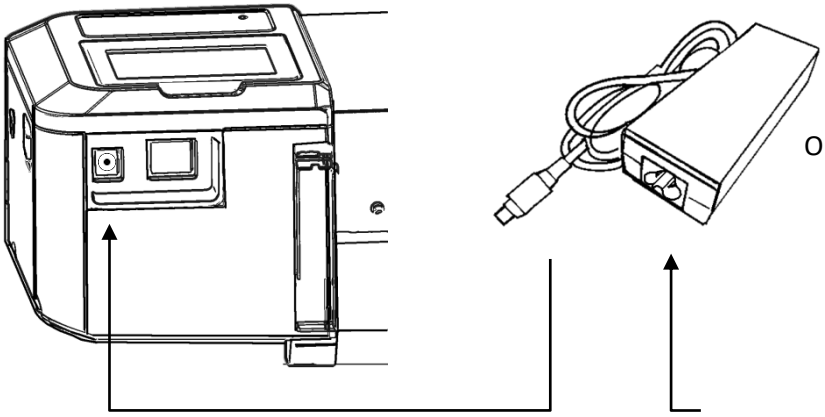
PREPARE AND POWER ON YOUR SCANNER



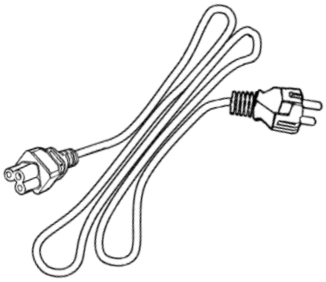




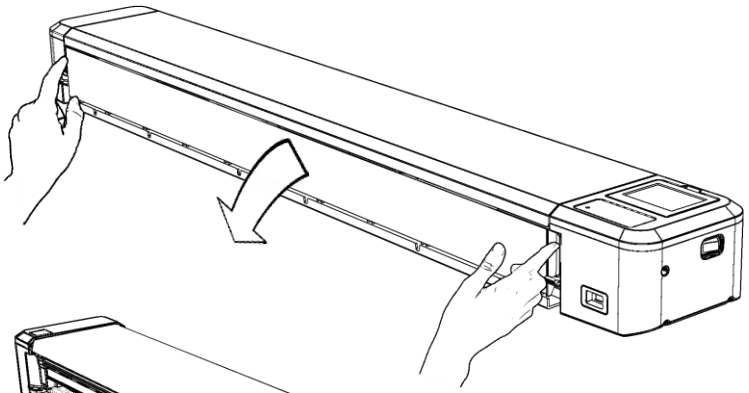


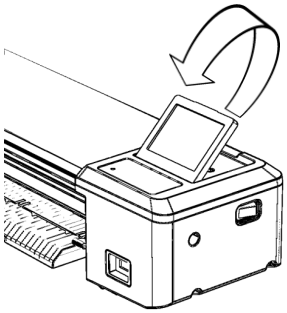


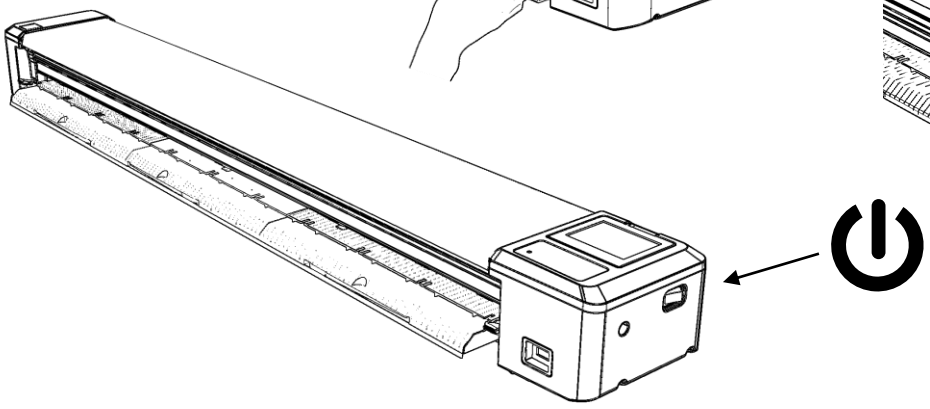
Output: 3.42A at 19V



Input: 100 - 240V, 50-60Hz

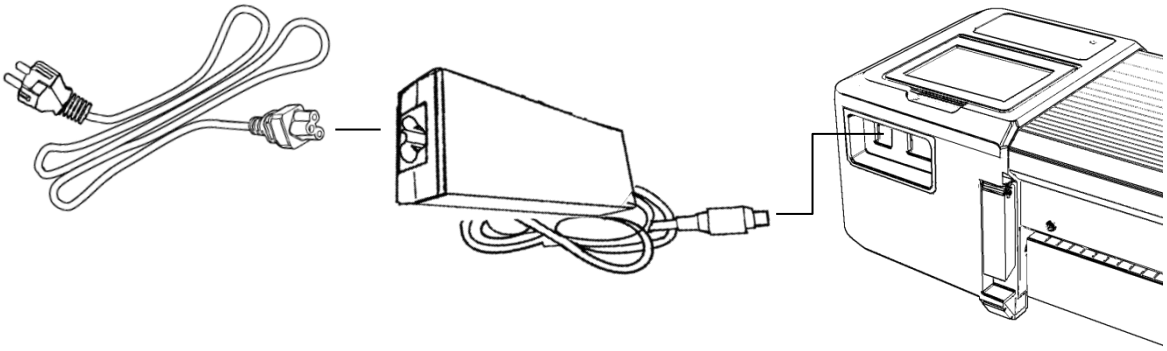


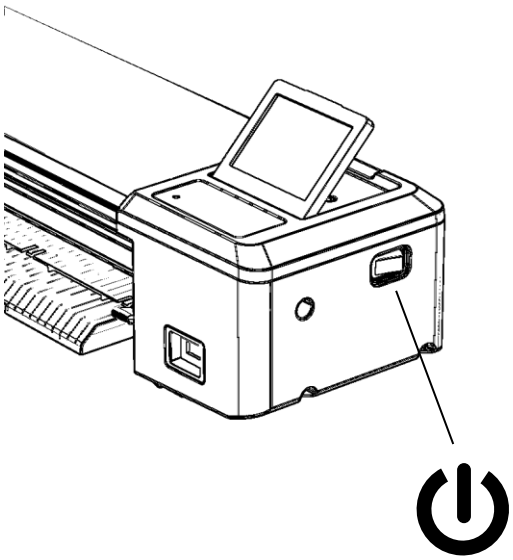




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INSTALLATION SWITCH ON / SWITCH OFF





See p.27 for video

ON



OFF



SAFETY EMERGENCY STOP



ONE CLICK – **STOP DATA**

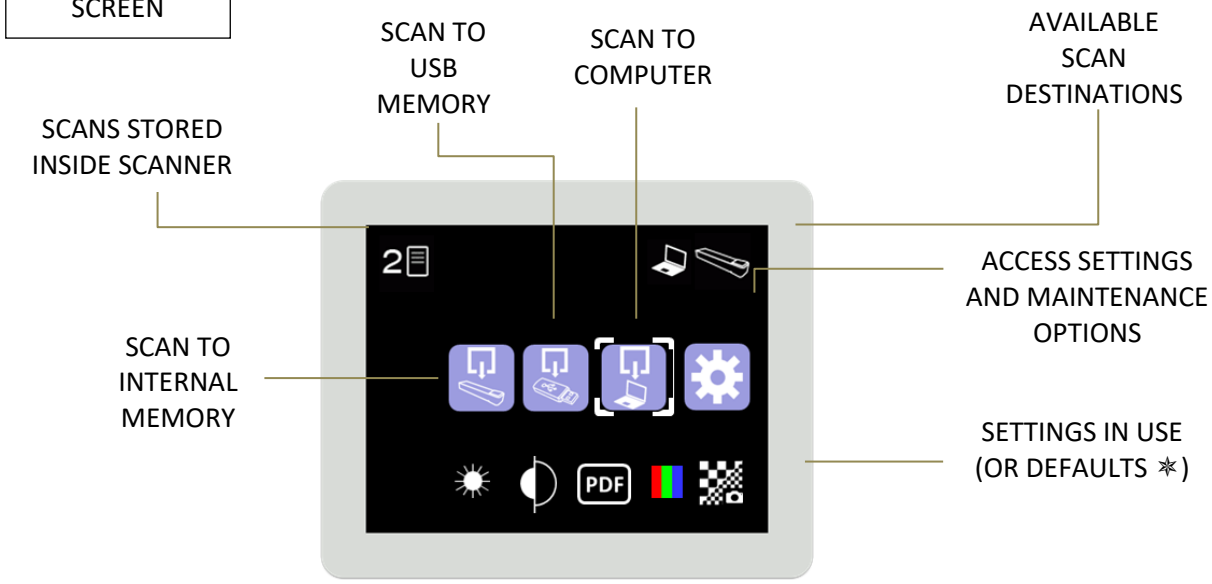
TWO CLICKS – **STOP DOCUMENT**



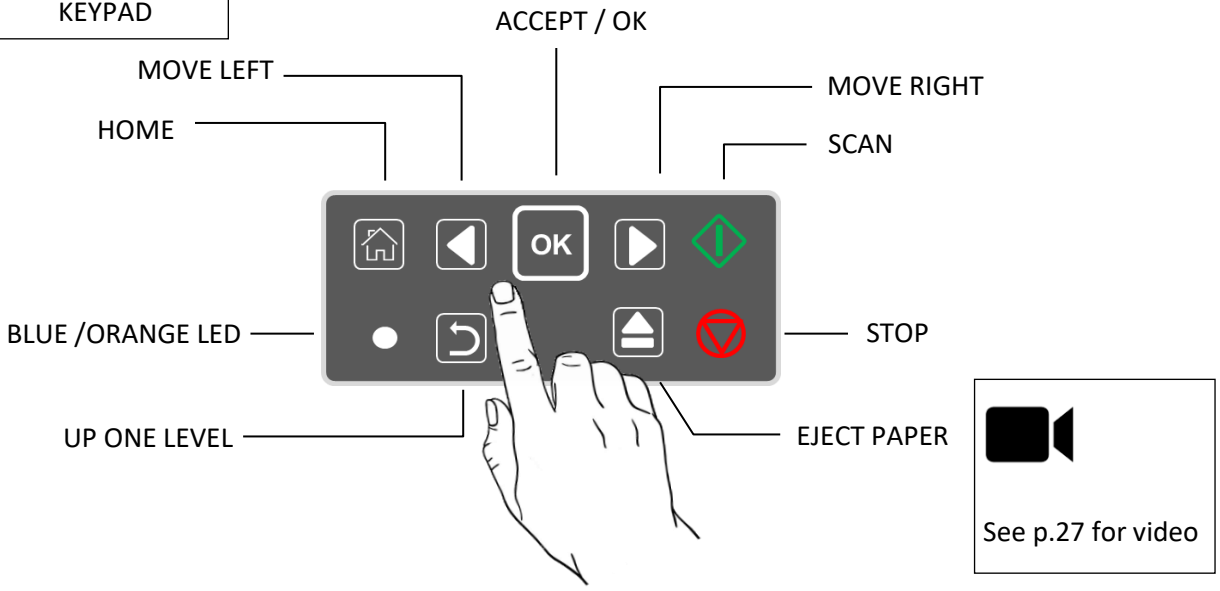
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INSTALLATION SCREEN AND KEYPAD CONTROLS

SCREEN



NAVIGATION KEYPAD



See p.27 for video

BLUE LED	ORANGE LED	CIRCLING DOTS
ON - POWER, NORMAL OPERATION. FLASHING - SCANNING	PAPER TRAY OPEN (MAINTENANCE)	SCANNING OR PROCESSING SCAN DATA

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INSTALLATI ON PROGRESS INDICATION

SCANNING TO USB STICK



USB STICK DATA COUNTER

FREE USB STICK MEMORY (GB)

SCANNING TO COMPUTER



DATA SENT TO COMPUTER COUNTER

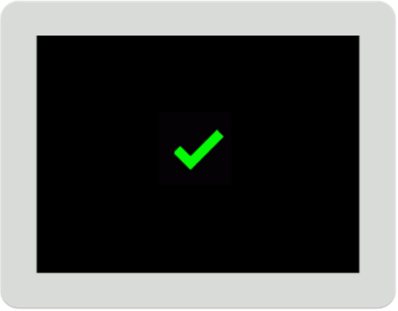
IP ADDRESS OF COMPUTER

SCANNING TO MEMORY



DATA SAVED INTERNALLY COUNTER

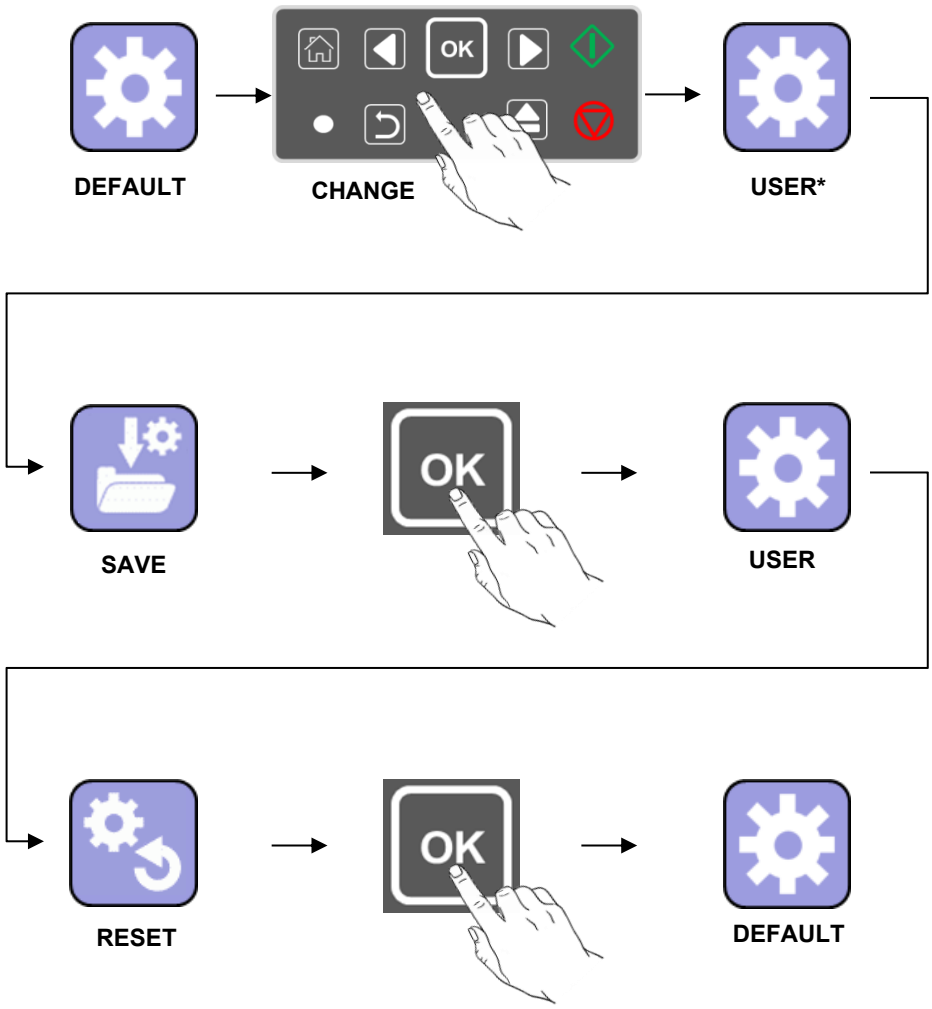
FREE SCANNER MEMORY



LAST OPERATION WAS SUCCESSFUL

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INSTALLATION MANAGING SETTINGS



DESCRIPTION	MEANING
DEFAULT	OUT-OF-THE-BOX SETTINGS
CHANGE	CHANGE THE SETTINGS (DPI, FILE TYPE)
USER*	CHANGED SETTINGS
SAVE	SAVE THE SETTINGS
USER	SAVED SETTINGS
RESET	RESET THE SETTINGS

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INSTALLATION MENUS / ICONS

USER SETTINGS

	Color mode (2)		Scan to pdf file ✲
JPEG	Scan to jpeg	TIFF	Scan to tiff
	Detail (7)		Scan paper size (many)
	Brightness (3)		Black point (3)
	White point (3)		

(Number of options) / ✲(Default)

USER OPTIONS

	Full color mode✲		Grayscale mode
	DocLogic normal picture detail ✲		DocLogic high picture detail
	DocLogic normal document detail		DocLogic high document detail
	Fixed low detail (200dpi)		Fixed normal detail (400dpi)
	Fixed high detail (600dpi)		Automatic paper sizing ✲
ISO	ISO / DIN paper sizes (9)	ANSI	ANSI paper sizes (9)
ARCH	ARCH paper sizes (9)		Bright
	Brighter ✲		Very bright
	Low black point		Medium black point ✲
	High black point		Low white point
	Medium white point ✲		High white point
	Maintenance settings (10)		

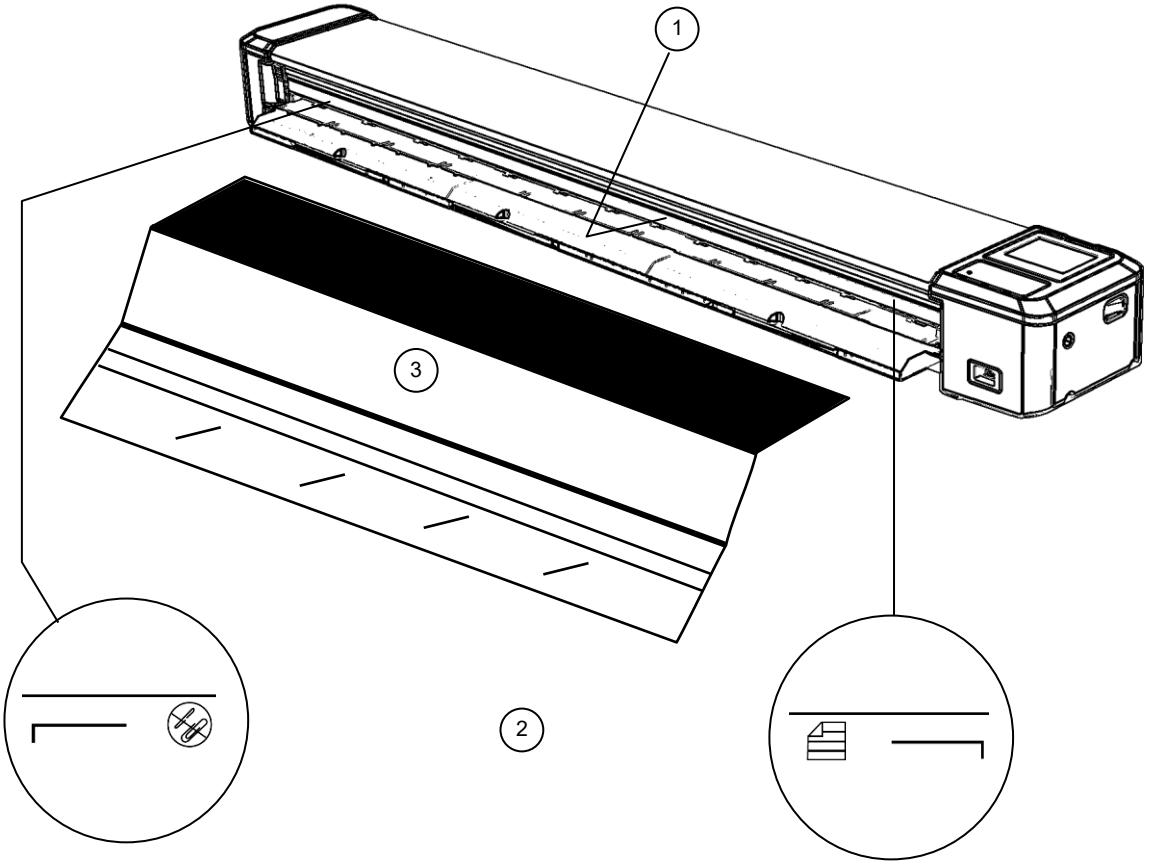
(Number of options) / ✲(Default) / DocLogic (automatic dpi using detected width)

MAINTENANCE SETTINGS

	Move all scans to computer		Move all scans to USB stick
	Delete all scans in scanner		SAVE settings
	RESET settings		Network (2)
	Information		Update firmware
	Line calibrate		Color calibrate
STATIC	Fixed IP scanner address (2)	DHCP	Automatic scanner IP address

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INSTALLATION | CALIBRATION (ONE-TIME)

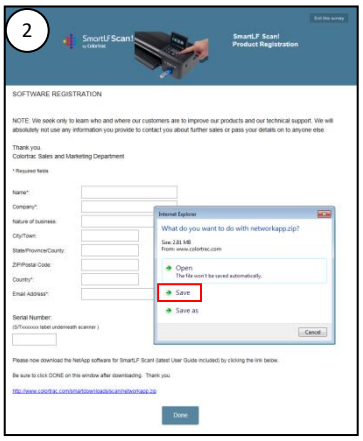


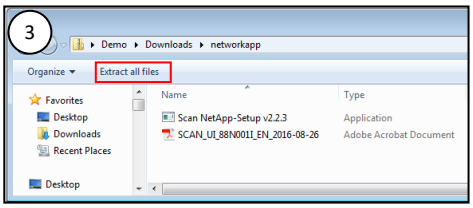
STEPS	
Always ensure sensor glass is clean and dry (see maintenance section if you think the glass may be dirty)	1
Note: Calibration target is placed between width markers	2
Insert calibration target into scanner face up, black section first	3
Select settings, color calibration, press OK	
Calibration target is ejected after calibration	
Select settings, line calibration, press OK	
Calibration target is ejected from the rear when calibration is complete	

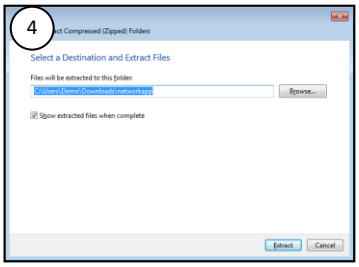
© 2025 Colortrac

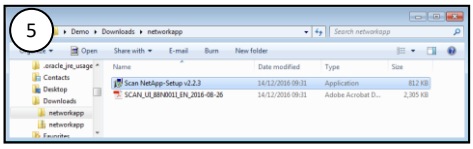
INSTALLATION INSTALLING THE SOFTWARE

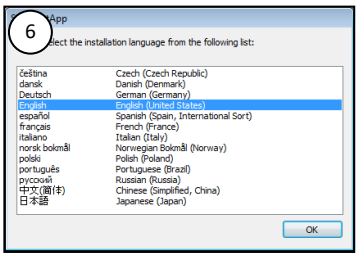




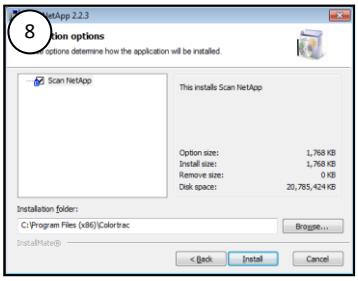


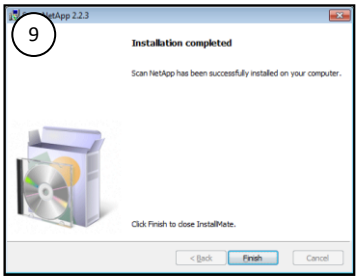










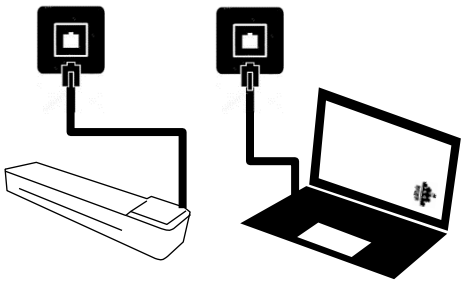


STEPS	
Go to www.colortrac.com/netapp (or QR code). Click the large button. Complete the online registration then click the link. Windows will prompt you to open or save the file. Save the file 'networkapp.zip' to your Downloads folder or any another suitable area on your pc	1,2
Click Extract all files to unzip the NetApp Setup file and the User Instructions PDF to your chosen folder.	3,4
Double-click the Scan NetApp Setup file to install the NetApp program on your computer. If required allow any changes to be made to your computer by clicking 'Yes'.	5
Choose your preferred language	6
Press Next , then Install and Finish to complete the software installation	7,8,9

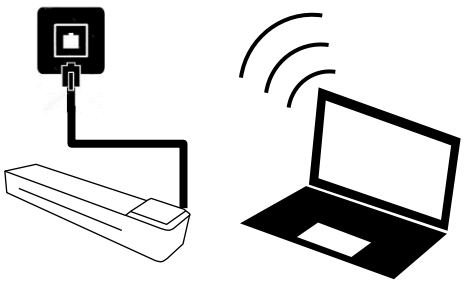
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INSTALLATION CABLE, WIRELESS OR DIRECT NETWORKING

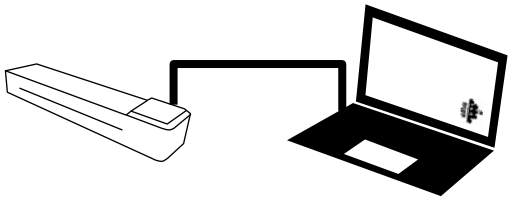
1



2

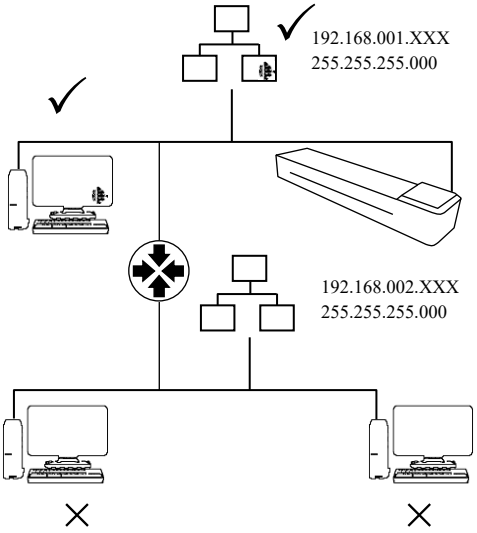


3



\

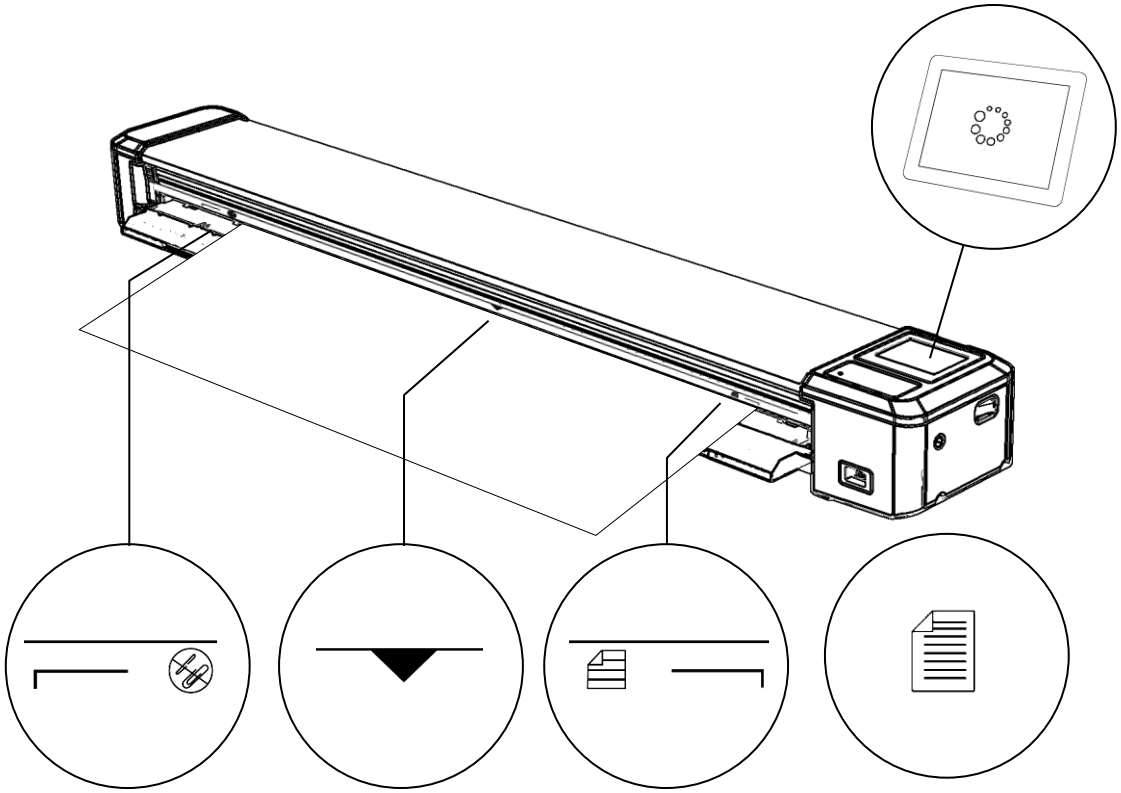
4



CONNECTION OPTIONS USING THE NETWORK CABLE (INCLUDED)	
Cable SmartLF Scan! to the same network used by your wired computer. The SmartLF Scan! is set for DHCP networking by default. Alternatively set a suitable unique STATIC IP address in the scanner in the same network range as your computer and the other devices on the network. Your IT person can help you with this if you are unsure. Duplicate the subnet IP address on SmartLF Scan! if your office network differs from the default (255.255.255.000).	1
If your computer is connected wirelessly to your office network follow the instructions for 1. and ensure that the scanner is set either DHCP or with a STATIC address compatible with your network.	2
To cable network directly to your computer away from an office network you must set your computer to have a STATIC IP address (your office computers may be already set with STATIC IP addresses). To connect, first change SmartLF Scan! to STATIC IP addressing then enter a new static IP address ensuring the first nine numbers are the same but the last three (XXX) are different to your computer's IP address. Duplicate the subnet IP address on SmartLF Scan! if your computer differs from the SmartLF Scan! default of 255.255.255.000.	3
SmartLF Scan! is not useable across bridged networks. Look for differences in the first three sets of numbers in the IP address.	4

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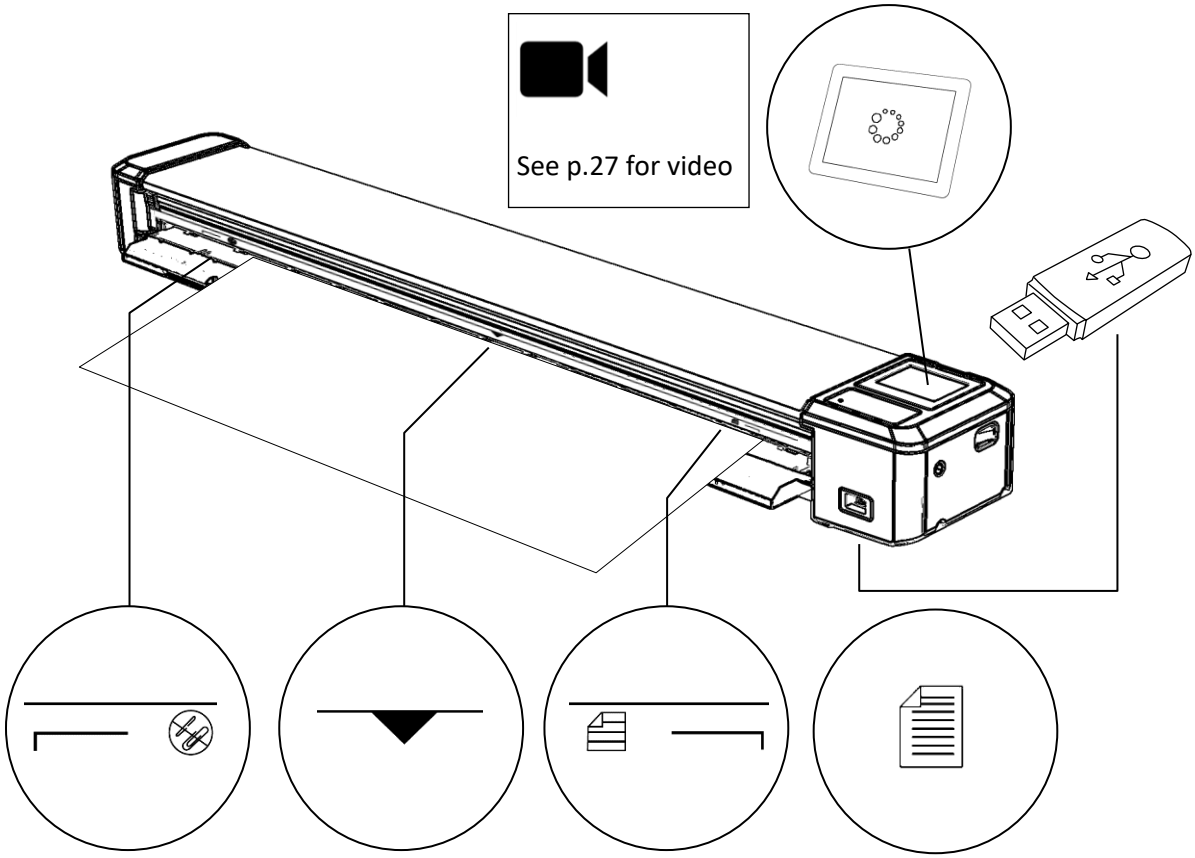
SCANNING | SCAN TO SCANNER MEMORY



STEPS	
Check scanner memory is not full (8 scans maximum)	
Check / select paper size setting	
Check / select file type	
Check / select color mode	
Load paper in centre of scanner between limit markers	
Check mode is ‘download to scanner’ (default)	
Press scan button	
Document will eject automatically and the scan number will increment after each scan is stored	

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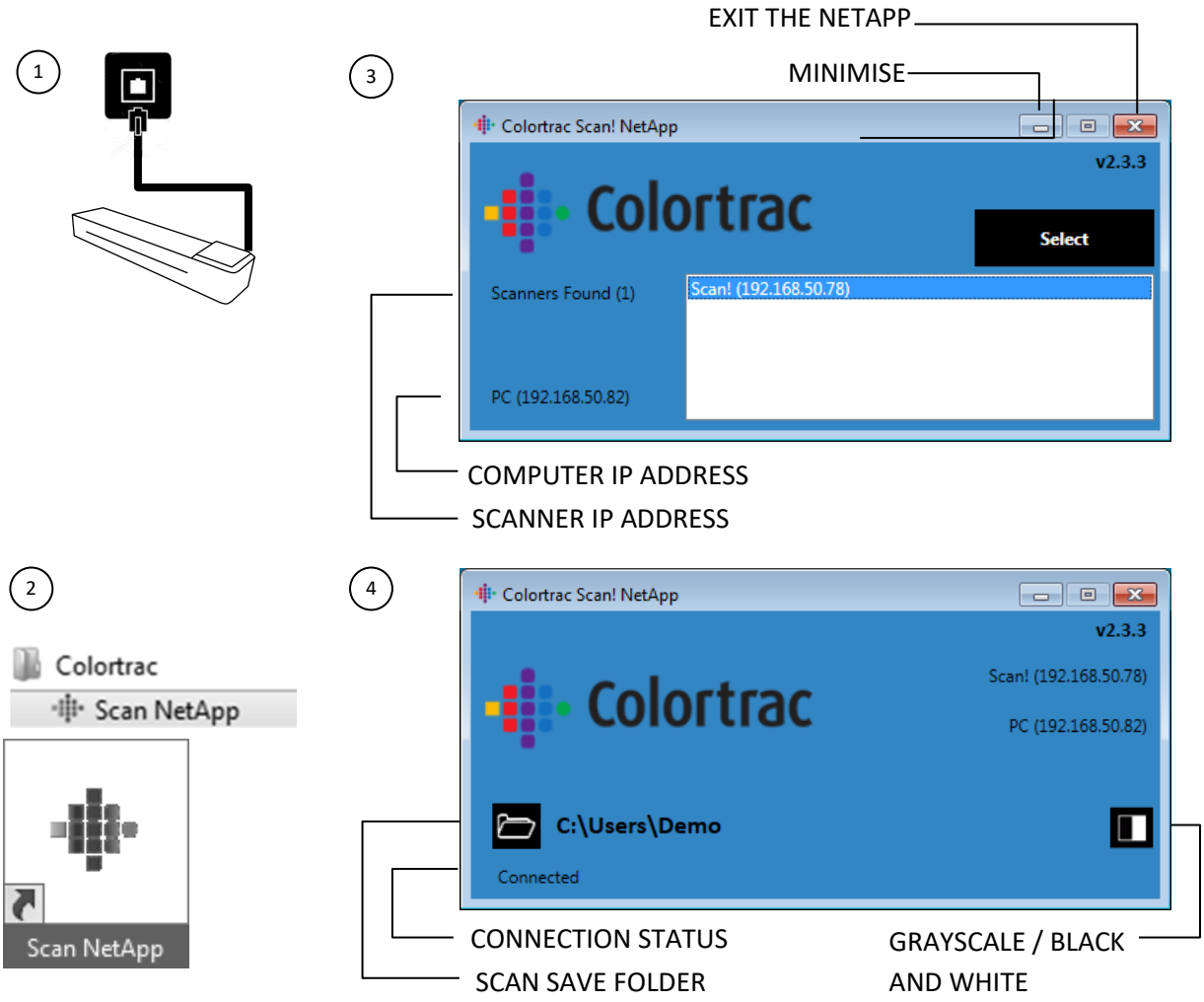
SCANNING SCAN TO USB MEMORY



STEPS	
Insert USB flash memory (FAT-32, 4-128GB)	
Check / select paper size setting	ISO A1
Check / select file type	PDF TIFF JPEG
Check / select color mode	
Load paper in centre of scanner between limit markers	
Change mode to ‘download to USB flash memory’	
Press scan button	
Document will eject automatically after scan is transferred	

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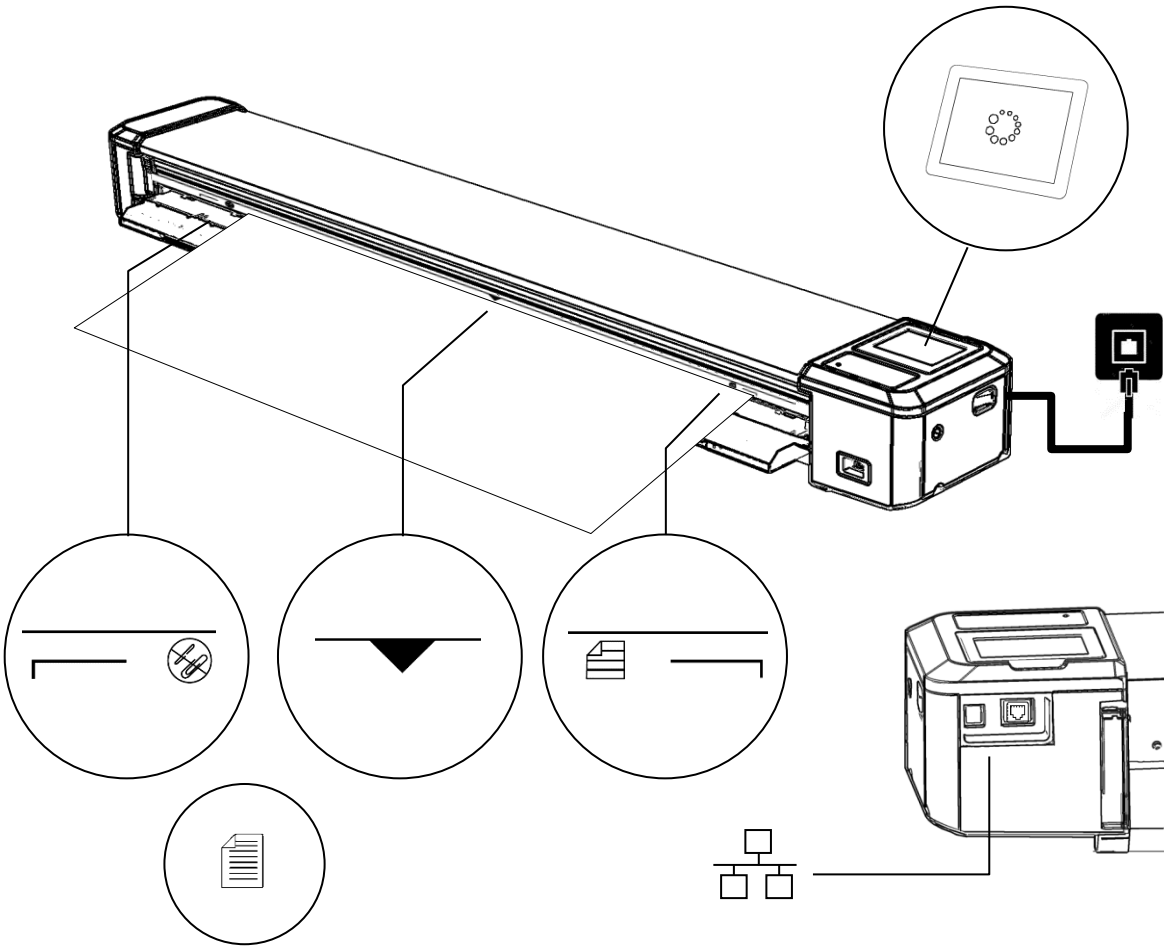
SCANNING STARTING THE SOFTWARE



STEPS	
Connect SmartLF Scan! to the Windows network and switch on the scanner	1
Start SmartLF Scan! NetApp from the Windows program Colortrac folder or click the desktop icon	2
Click on the Scan! IP address entry when it appears, then click Select	3
Click the folder to browse then select your scan Save folder	4
Toggle the grayscale / black and white icon to switch between gray and black and white	4
NOTE: Press stop/switch on/insert paper to wake and connect scanner	

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SCANNING SCAN TO COMPUTER

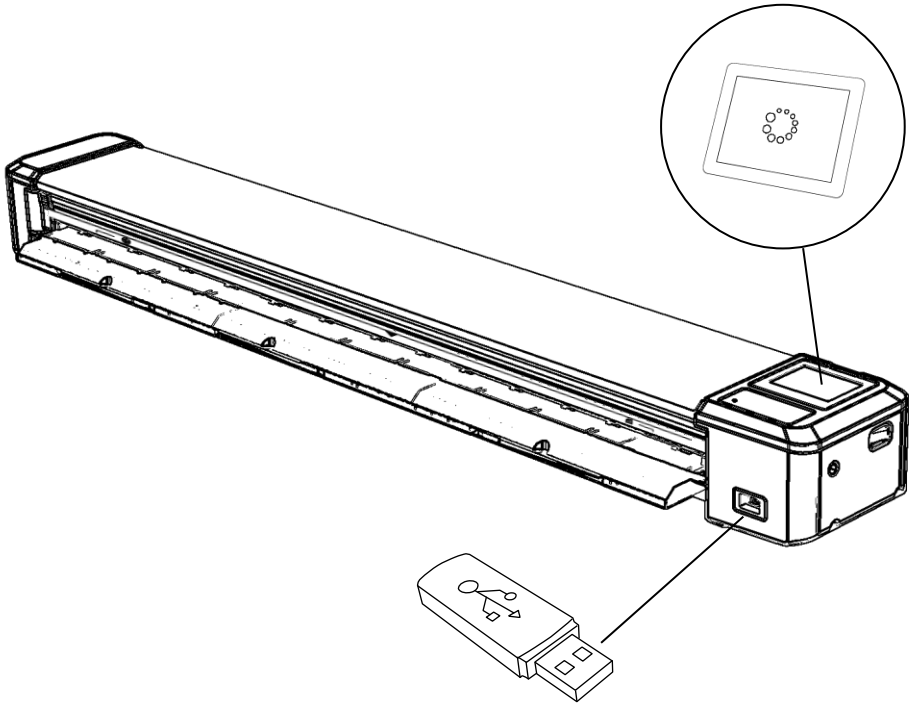


STEPS	
Connect to network, check IP protocol (see notes on p.11)	DHCP IP
Check / select paper size setting	ISO A1
Check / select file type	PDF TIFF JPEG
Check / select color mode	
Load paper in centre of scanner between limit markers	
Change mode to ‘download to computer’	
Press scan button	
Document will eject automatically after scan is transferred	

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OPERATOR TRANSFER

TRANSFER ALL SCANS TO USB MEMORY

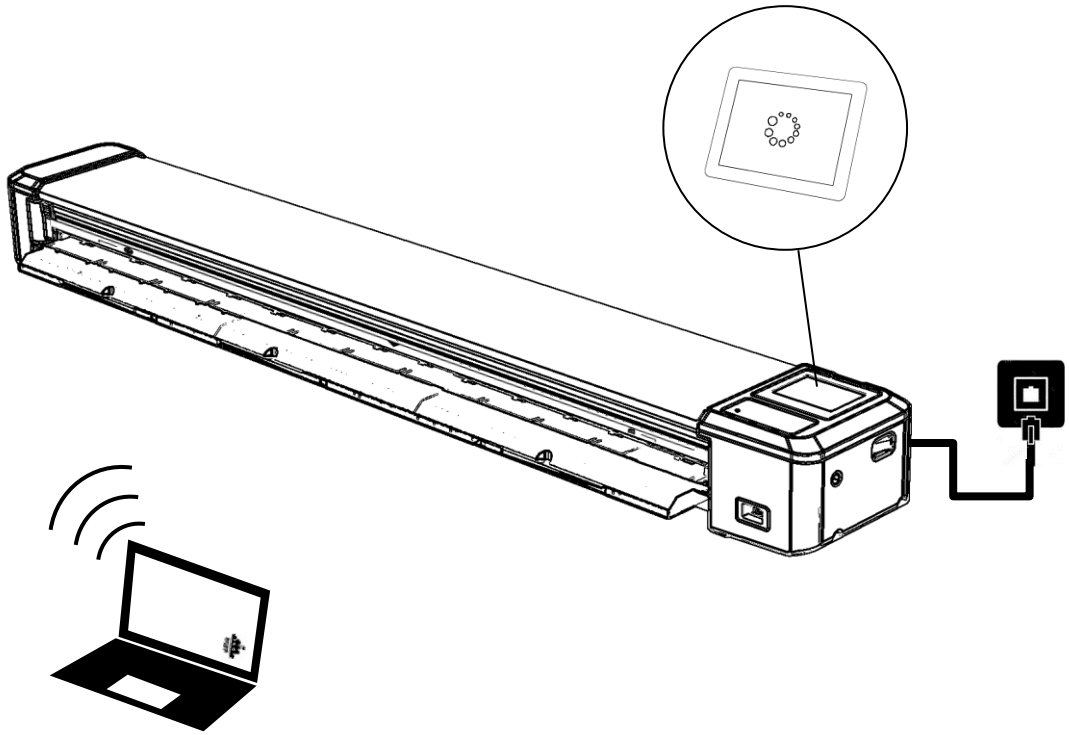


STEPS	
Insert USB flash memory (FAT-32, 4-128GB)	
Note number of scans stored inside scanner (top left of display)	
Move to settings, maintenance, select move scans to USB flash memory	
Click OK to transfer scans. Wait for process symbol to clear	
Note number of scans stored inside scanner will now be zero	
Remove USB flash memory	

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OPERATOR TRANSFER

TRANSFER ALL SCANS TO COMPUTER

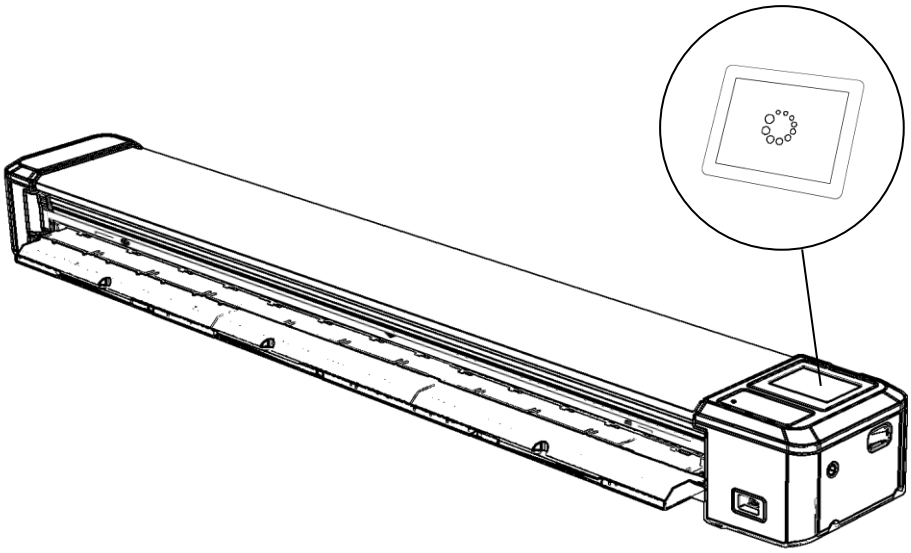


STEPS	
Note number of scans stored inside scanner (top left of display)	
SmartLF Scan! must be connected to a computer – see page ‘ SCAN TO COMPUTER (SCAN) ‘	
Move to settings, maintenance, select move scans to computer	
Click OK to transfer scans. Wait for process symbol to clear	
Note number of scans stored inside scanner will now be zero	

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OPERATOR DELETION

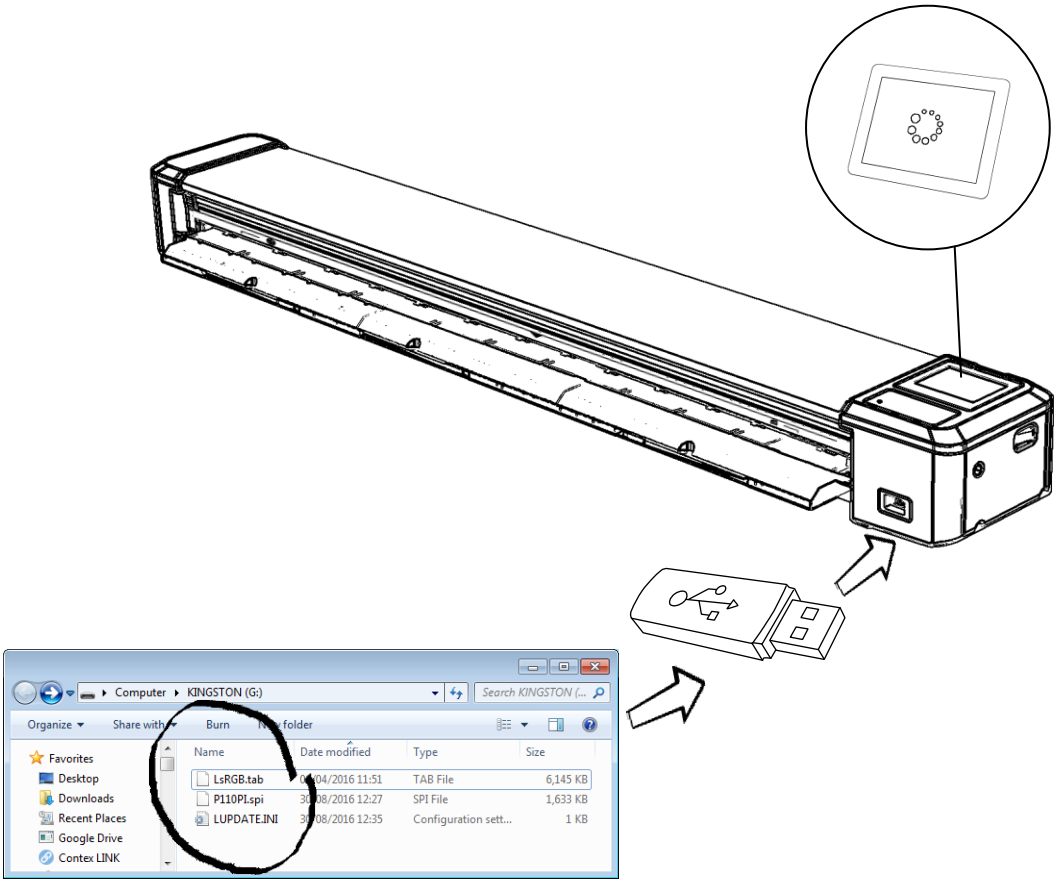
DELETE ALL SCANS IN THE SCANNER MEMORY



STEPS	
Note number of scans stored inside scanner (top left of display)	
Move to settings, maintenance, select delete all scans in scanner memory	
Note number of scans stored inside scanner will now be zero	

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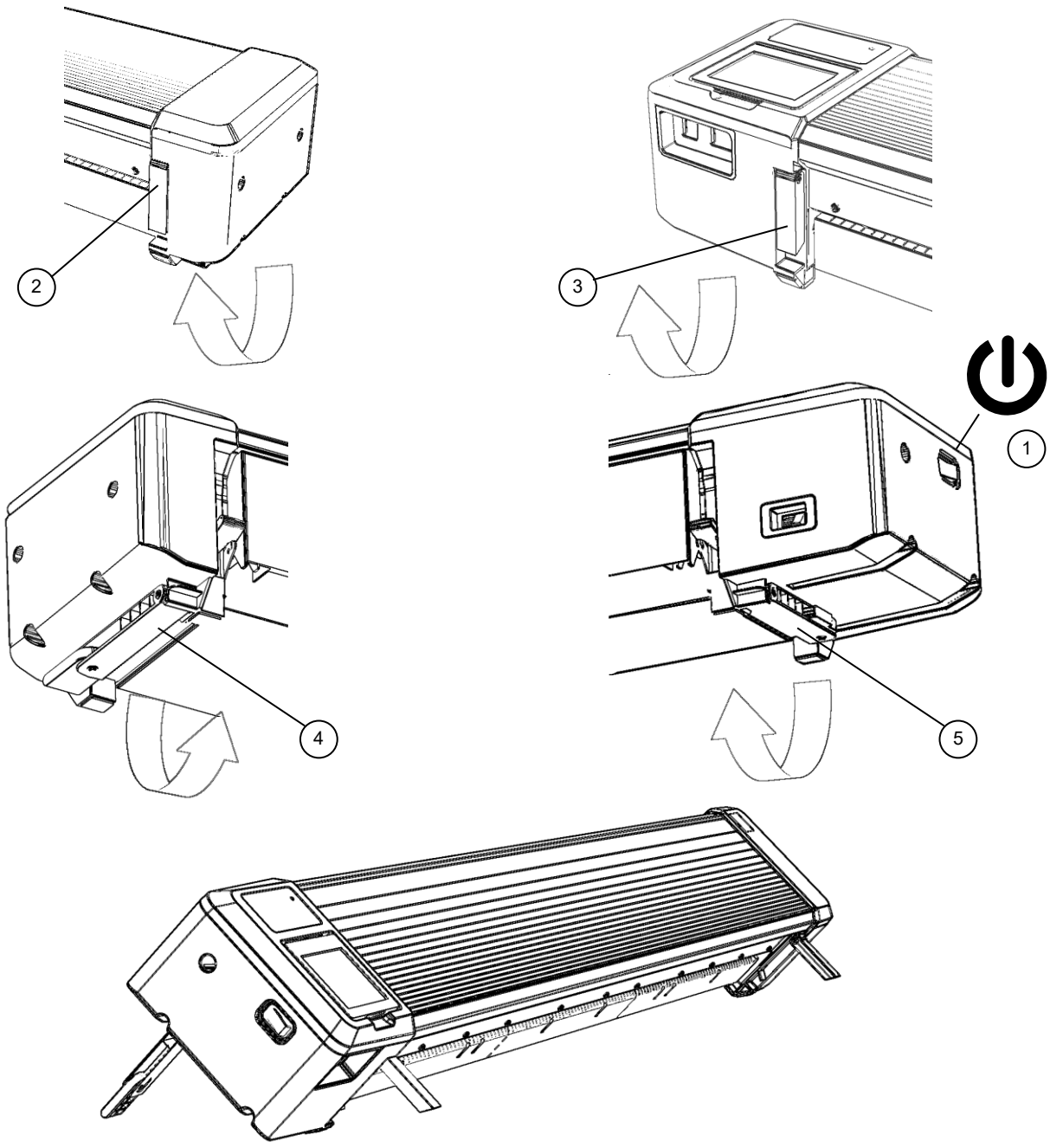
MAINTENANCE UPGRADING FIRMWARE



STEPS	
Check the latest firmware level for SmartLF Scan! posted at http://www.colortrac.com/support/software-downloads/	
Switch on SmartLF Scan! and check fitted firmware level	
Obtain an empty USB flash drive of at least 4GB capacity. It is important the drive contains no folder or files.	
Using a Windows computer copy the contents of the firmware upgrade zip file to the USB stick. There should be three files only on the USB memory stick to perform the firmware upgrade on the scanner. Do not copy the zip file onto the USB stick.	See p.27 for video
Insert the USB stick into scanner USB socket	
From the upgrade firmware icon press OK. Upgrading takes approx. 20 seconds. If SmartLF Scan! does not restart automatically switch the unit off for 3 seconds then switch it on	
Now reset all settings and check the firmware has updated	

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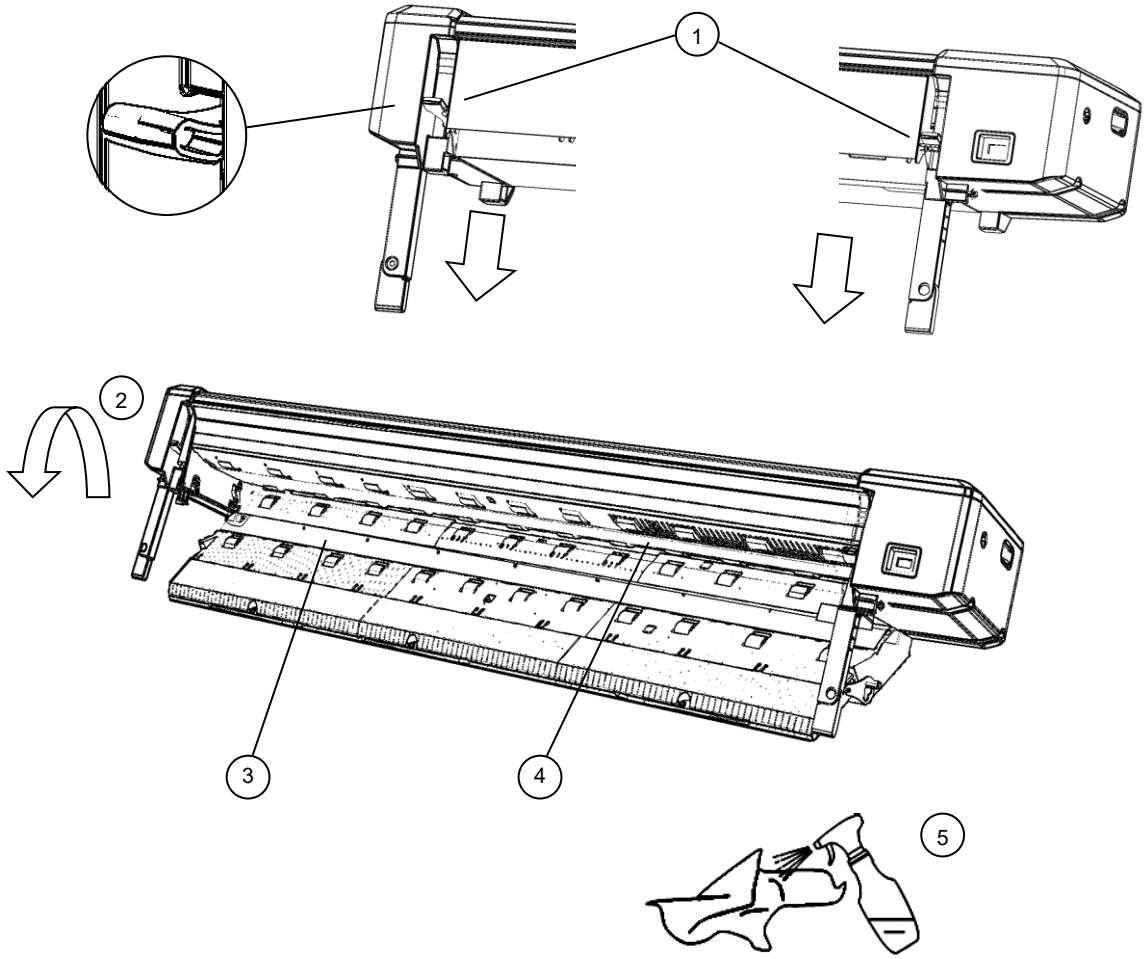
MAINTENANCE CLEANING THE SCANNER



STEPS	
Power off the scanner and remove all connection cables	1
Fold out rear props, lean scanner back then fold out front	2,3,4,5

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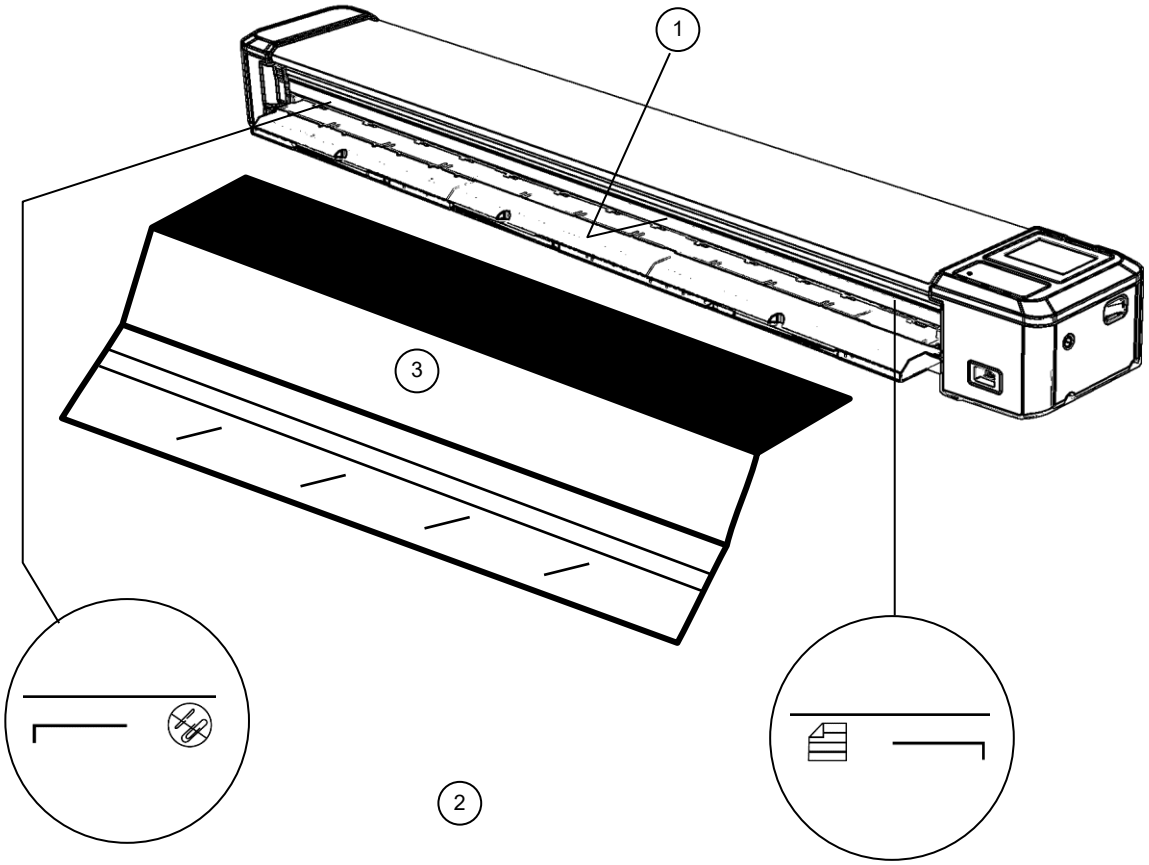
MAINTENANCE CLEANING THE SCANNER

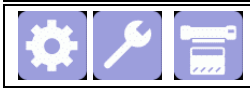


STEPS	
Push left and right levers downwards to lower the closed tray section	1
Support tray and fold out lower section	2
Identify white paper pressure plate (sprung)	3
Identify sensor glass	4
Periodically inspect and clean 3 and 4 using non-abrasive, non-solvent, lint-free cleaning products if required	5
Allow to dry then close tray (check for blue light when powered back up)	

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MAINTENANCE CALIBRATE THE SCANNER



STEPS	
Always ensure sensor glass is clean and dry (previous section)	1
Note: Calibration target is placed between width markers	2
Insert calibration target into scanner face up, black section first	3
Select settings, maintenance, color calibration	
Calibration target is ejected after calibration	
Select settings, maintenance, line calibration	
Calibration target is ejected after calibration	

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GENERAL OPERATING TIPS

Description	Explanation / Tip
Dealing with a document that has loaded skewed or is not lying flat on the scanner tray	Do not press Eject or Scan. Instead slightly lower the paper tray towards the maintenance position (p19), remove the document, click the paper tray assembly back up into position and reload
Do not feed a document immediately behind the document still being processed (held but not yet ejected)	Failing to allow the scanner to finish and eject a document causes any following document placed in the scanner to be ejected without being staged ready to be scanned
I find it difficult sometimes to load larger documents squarely into the scanner	Grip the paper at each side 2”/ 50mm in from the leading edge. With the paper slightly in tension (stretched), rest each hand on the tray so that the leading edge is parallel and ¼”/ 6mm in front of the white ruler. Now push the document into the scanner.
Why does the scanner not accept any more than 8 scans when scanning internally to its own memory	SmartLF Scan! will store a maximum of 8 scans inside its internal memory
The processing circle icon seems to continue beyond 1 minute.	Please restart the scanner and try again. If using a memory stick try a different one or re-format it.

GENERAL DOCLOGIC

DocLogic is the default scanning mode for SmartLF Scan!. This feature automatically sets the scan DPI using the detected width of the document. It has coarse and fine settings for pictures and documents. The scanner default DocLogic setting is Color Picture Coarse.

SCAN WIDTH (INCHES)	max size						COLOR				MONO			
	ANSI		ARCH		ISO		PICTURE		DOCUMENT		PICTURE		DOCUMENT	
	Portrait	Landscape	Portrait	Landscape	Portrait	Landscape								
0 to 18	C	B	C	C	A2	A3	200	**400**	300	**600**	300	**600**	400	**600**
18 to 24	D	C	D	C	A1	A2	200	**300**	300	300	300	**400**	400	**400**
24 to 36	E	D	E	D	A0	A1	200	**300**	200	**300**	300	**400**	300	**400**

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VIDEOS OPERATING GUIDES

SmartLF Scan! Unbox Setup	https://youtu.be/mckYGPMeP9Y	
	https://youtu.be/u3BoBaNPCzw	Scan to USB Stick
SmartLF Scan! Menu	https://youtu.be/qcQI6TjDUIs	
	https://www.youtube.com/watch?v=zD-ytT7KrI8&feature=youtu.be	SmartLF Scan! Firmware Update

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GENERAL TROUBLESHOOTING GUIDE

Symptom	Explanation
Blue light flashes for 1 second every 5 seconds	Scanner is in sleep mode. Press SCAN button to wake scanner or insert media
Loaded document suddenly moves through the scanner and is ejected. Light flashes 1 second every 5	Scanner has entered deep power save mode. Place paper on tray then remove it to re-power the scanner
Orange light shows and will not scan	Paper tray is still open and not properly locked at one or both ends. Close paper tray.
When connected to a computer SmartLF Scan! starts to scan but then sends document through scanner faster than normal	SmartLF Scan! could not find the computer on the same network. Use 'information' in the scanner and ipconfig from the command prompt at the computer to verify that both devices are identical in the first three frames of the IP address192.168.001.XXX.
Paper size is not detected properly	Scanner glass may be dirty. Inspect and clean if necessary. Note if the glass was dirty at the time a color calibration was carried out a perfectly clean scan glass will not help. Check the scan glass is still clean then color calibrate and try again.
Document is ejected or does not scan properly using automatic paper sizing	Document is wider than the scanner maximum scan width. Rotate document if possible or change to largest manual size (D-size portrait or E-size portrait).
Scans are not being saved when using the USB stick	The USB flash memory stick may be damaged, worn out of poor quality or incompatible. Change to a different type
Pressing the scan button when using the USB memory stick does not start the scan	Wait 3 to 4 seconds after inserting the USB stick into SmartLF Scan! before pressing the scan button for the stick to be recognised properly
When using the SmartLF Scan! NetApp no scans are received into the folder	a) Power cycle the scanner b) Determine the scanner IP address then ping it from the computer e.g. ping 192.168.001.xxx c) Is the NetApp running? d) Is a NetApp running on a different computer and directing the scans somewhere else? e) If b and c are okay uncheck the Scanner Lock checkbox (early software) in c or d to reset the lock (after firmware upgrade)
Straight lines and diagonal lines in the scan images have very small breaks in them when inspected at high zoom	If the scanner is subjected to strong physical shock or extremes of temperature during storage or shipment the internal optical alignment may be altered very slightly. Use the line calibrate function from the more settings menu and the calibration target to electronically re-align the scanner.
The color of the image is suddenly changing very slightly across the scanner	If the scanner is being used in a room where the temperature is more warm or cold than normal or different to the environment where the scanner was last color calibrated then it may be necessary to recalibrate. Use the color calibrate function from the more settings menu and the calibration target to electronically re-set the color in the scanner.

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Declaration of Conformity

GLOBAL SCANNING SUZHOU CO LTD

#39 DONGJING INDUSTRIAL ZONE, #9 DONGFU RD,
SUZHOU INDUSTRIAL PARK, SUZHOU,
JIANGSU, 215123 CHINA

Model name:	SmartLF Scan! 24, SmartLF Scan! 36
Function:	Large Format Scanner
Rating voltage:	19V
Rating current:	3.42A
Power supply:	FSP065-REBXX (X=0-9, A-Z or Blank)
Approvals applied for:	Energy Star, CB, CE, FCC, UL, CuL, VCCI, C-Tick, CCC, BIS, KCC, EAC, BSMI, RoHS, LVD

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.

BELOW: Product warning for Class A product written in Japanese (to comply with Japanese certification and approvals.

この装置は、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妨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。 VCCI－A

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RoHS information for users in Taiwan

設備名稱：掃描器	型號（型式）: SmartLF Scan! 24, SmartLF Scan! 36					
單元Unit	限用物質及其化學符號 Restricted substances and its chemical symbols					
	鉛 Lead (Pb)	汞 Mercury (Hg)	鎘 Cadmium (Cd)	六價鉻 Hexavalent chromium (Cr^{+6})	多溴聯苯 Polybrominated biphenyls (PBB)	多溴二苯醚 Polybrominated diphenyl ethers (PBDE)
機械零件(塑膠零件) Mechanical parts (plastic parts)	○	○	○	○	○	○
機械零件(金屬零件/電子零件) Mechanical parts (metal parts / electronic parts)	○	○	○	○	○	○
機械零件(玻璃部件) Mechanical parts (glass parts)	○	○	○	○	○	○
顯示屏 LCD Module	○	○	○	○	○	○
外殼零件 Enclosure parts	○	○	○	○	○	○
電路板/電子部件 Circuit board / electronic components	○	○	○	○	○	○
電纜線 Power Cable	○	○	○	○	○	○
附加商品 (**電源供應器**，USB3.0 **線材**) Accessories (power supply, USB3.0 cable)	○	○	○	○	○	○

備考 1.〝超出 0.1 wt %〞及〝超出 0.01 wt %〞係指限用物質之百分比含量超出百分比含量基準值。

"Exceeding 0.1 wt %" and "exceeding 0.01 wt %" indicate that the percentage content of the restricted substance exceeds the reference percentage value of presence condition.

備考 2.〝○〞係指該項限用物質之百分比含量未超出百分比含量基準值。

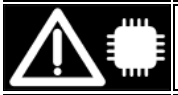
Note 2： "○" indicates that the percentage content of the restricted substance does not exceed the percentage of reference value of presence.

備考 3.〝－〞係指該項限用物質為排除項目。

Note 3： "－" indicates that the restricted substance corresponds to the exemption.

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DIAGNOSTIC ICON WARNINGS AND ERRORS

	MISSING USB STICK		USB STICK FULL
	USB NOT COMPATIBLE		CORRUPTED USB STICK
	NETWORK NOT FOUND		NETWORK / CONNECTION PROBLEM
	CALIBRATE SCANNER NOW		CALIBRATION PROBLEM
	INTERNAL MEMORY FULL		INTERNAL MEMORY PROBLEM
	SCANNER OPEN / NOT SHUT		INTERNAL TO COMPUTER OK
	NETWORK PROBLEM		NO PAPER LOADED
	OPERATION SUCCESSFUL		OPERATION UNSUCCESSFUL / ABORTED SCAN
0.0.0.0	COMPUTER MISSING / NETAPP NOT RUNNING	xxx.xxx.xxx.xxx	COMPUTER CONNECTED
MB	MEGABYTES SENT		

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DIAGNOSTIC ERROR CODES

The scanner may display one of the following error codes if it encounters a problem.

```
- ERR_NO_PAPER,             //  1
- ERR_INVALID_MODEL,        //  2
- ERR_CAL_PARAMS_INVALID,   //  3
- ERR_CAL_PARAMS_MISSING,   //  4
- ERR_SD_MOUNT,             //  5
- ERR_SD_READ,              //  6
- ERR_SD_WRITE,             //  7
- ERR_SD_FULL,              //  8
- ERR_SD_FORMAT,            //  9
- ERR_SD_CLOSE,             // 10
- ERR_USB_MISSING,          // 11
- ERR_USB_MOUNT,            // 12
- ERR_USB_CORRUPT,          // 13
- ERR_USB_READ,             // 14
- ERR_USB_WRITE,            // 15
- ERR_USB_FULL,             // 16
- ERR_USB_DELETE,           // 17
- ERR_USB_CLOSE,            // 18
- ERR_ETHERNET,             // 19
- ERR_ETHERNET_NO_PC,       // 20
- ERR_ETHERNET_NO_CLOUD,    // 21
- ERR_ETHERNET_PC,          // 22
- ERR_ETHERNET_CLOUD,       // 23
- ERR_STITCH,               // 24
- ERR_NORM,                 // 25
- ERR_LED,                  // 26
- ERR_UPDATE,               // 27
```


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