

## **Compression file using Plustek Scanner tutorial**

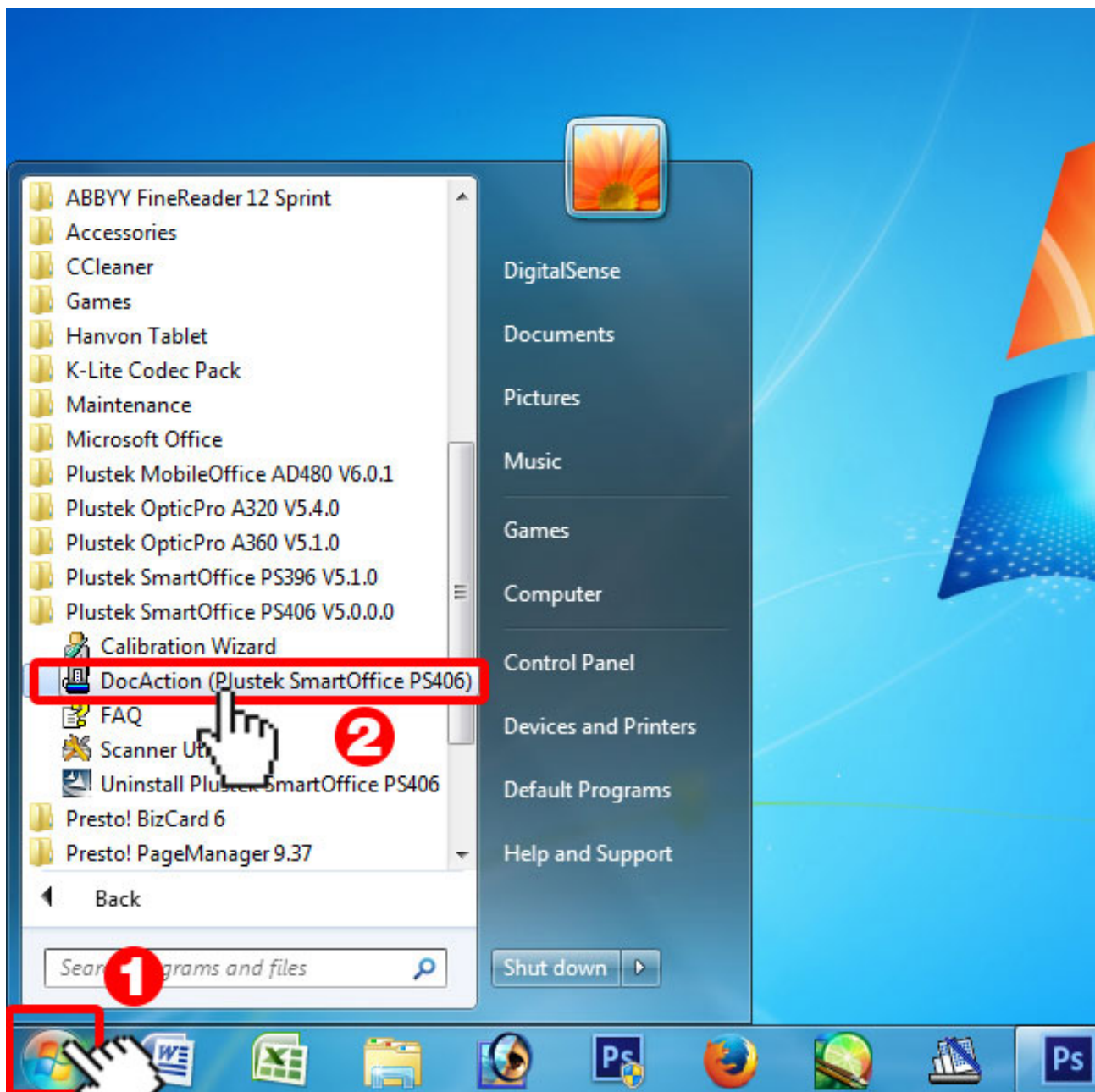
### **By Scanext Solution Sdn. Bhd.**

The Plustek scanner has a file compression features, making the scan results in PDF & JPEG format is smaller compared to normal scan. Plustek scanner is very useful for the needs of files to be emailed, the file compression feature can create 300 pages of data to be just 34.2 Mb.

There is a tutorial for compression file feature for Plustek scanner:

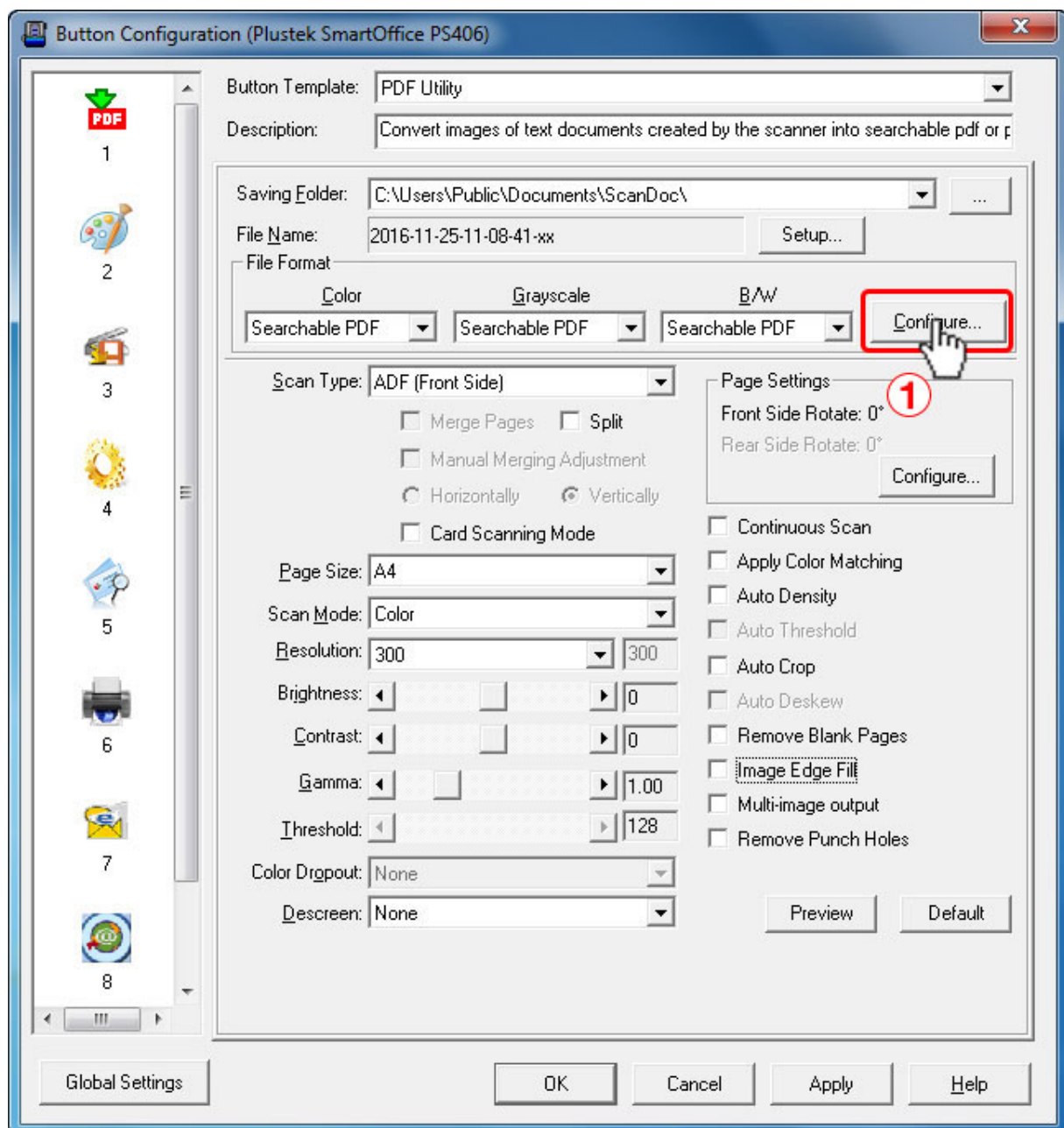


1. Put the document in the ADF automatic scanner.

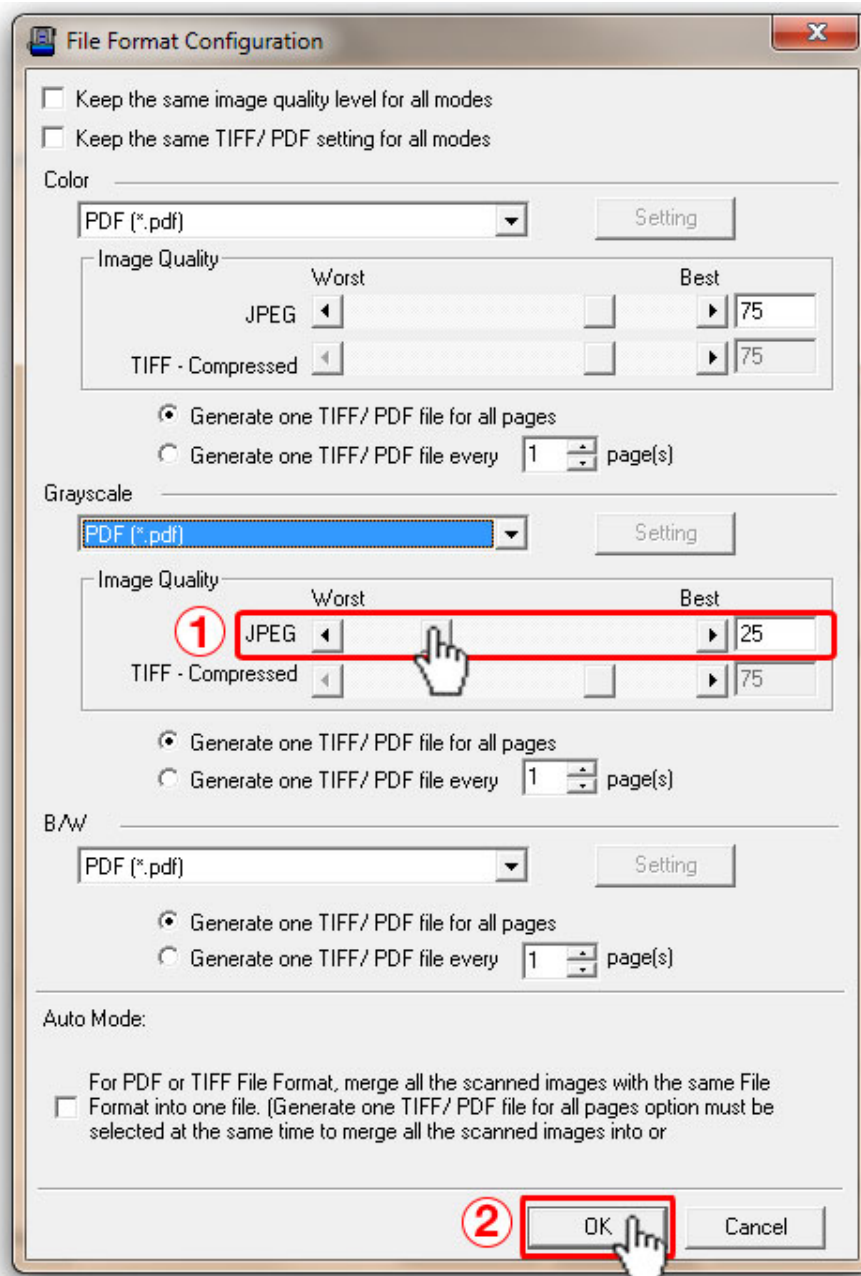


## 2. Open DocAction

- Click start button in windows.
- Open DocAction folder.



3. Click configure button.



#### 4. DocAction configuration view,

- Set the image quality to 25.
- Then press ok button.

**Note:** If you want the file in colour format then set the image quality in the colour section  
If you want the file in (black & white) format then set the image quality on (black & white).



5. Your document is ready to scan, then press scan.