



# Dedicated scanners for the education sector



From transcripts and applications to letters and evaluations, teachers and school administrators have a lot of paperwork to keep track of. Working with only the scanners included in their multi-function printers decreases efficiency and interferes with the school day. With HP dedicated scanners, educators can access, store, and share important documents easily and effectively without compromising student privacy.

## Identifying potential customers and starting the conversation



**Shelby**

Project manager at a university

**What does she scan?**

Student résumés and employment applications, bound materials like booklets

**How often?**

10–12 times a day, typically 3–5 pages per scan

**What features matter to her?**

Resolution, speed, and small footprint

**Why does she want a dedicated scanner?**

“When you’re working in a fast-paced environment and you need a quick copy—it’s super easy to scan the document and immediately have an electronic version that you can share and file away.”

HP recommended scanner:  
HP ScanJet Pro 2500 f1



**Taylor**

Secretary of a school district

**What does she scan?**

Hiring letters, appointment letters, doctor’s notes, evaluations, memos

**How often?**

2–3 times per week, up to 50 pages per scan

**What features matter to her?**

Small footprint, speed, range of supported paper weights, and an auto-detect and delete function for watermarks/blank pages

**Why does she want a dedicated scanner?**

“With a dedicated scanner, I don’t have to constantly get up from my chair to file documents properly.”

HP recommended scanner:  
HP ScanJet Pro 3000 s3



**Phil**

Records specialist at registrar’s office

**What does he scan?**

Transcripts, applications, forms, copies of degrees

**How often?**

Constantly throughout the day, typically 15 per scan

**What features matter to him?**

Folding paper trays to save space, resolution, auto-rotate, and speed

**Why does he want a dedicated scanner?**

“My main task at work is scanning documents. The software gives me the option to change the resolution and make the transcript really clear.”

HP recommended scanner:  
HP ScanJet Enterprise  
Flow 5000 s4



### Purchasers spotlight

**Who they are:** IT directors, managers, principals, technology directors

**What influences their purchase decision:** Manufacturer websites, online forums, reviews

**What features matter to them:** Small footprint, windows/iOS compatibility, wireless capability, speed, high resolution, high ADF capacity, ease of use, capability to score tests

### Qualifying questions

What will you be scanning? How often? How many pages?

How fast would you like the scanner to scan pages?

Where will this scanner be located? On a desktop? Or in a central area?

What will you do with the scans? Where will they go?

# Help me choose the right scanner

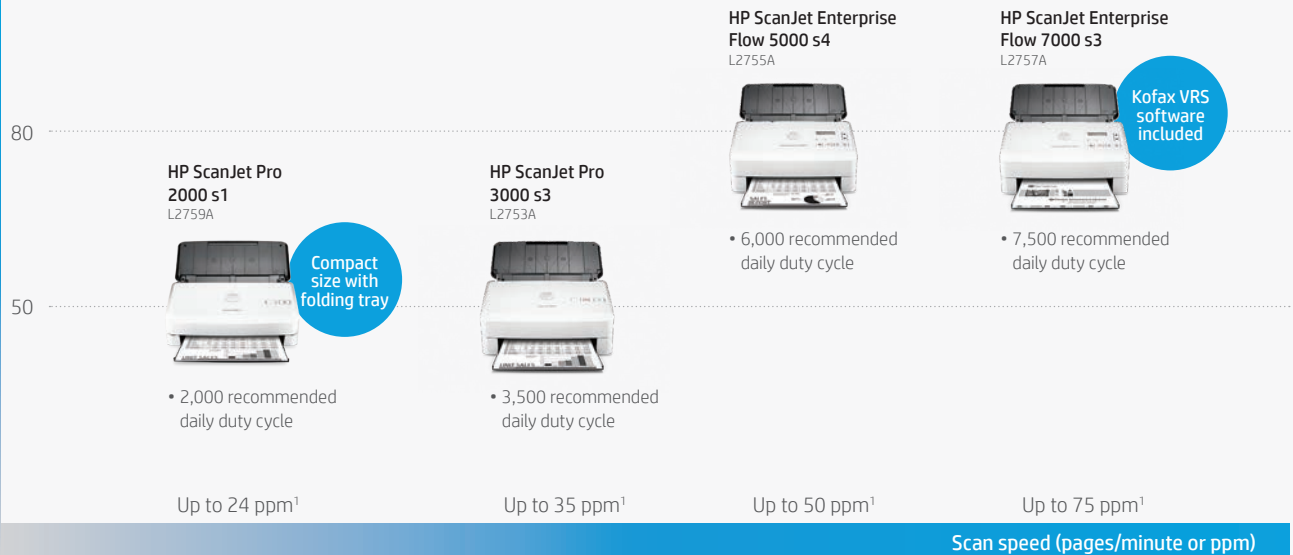
All scanners can scan both sides of the page in colour at the same time.

All scanners include I.R.I.S. ReadIris Pro—the OCR (optical character recognition) software that turns scans into editable text.

## Sheet-feed scanners

Ideal for letter-size paper and mixed flat media of various sizes, including brochures, receipts, business cards, and laminated ID cards

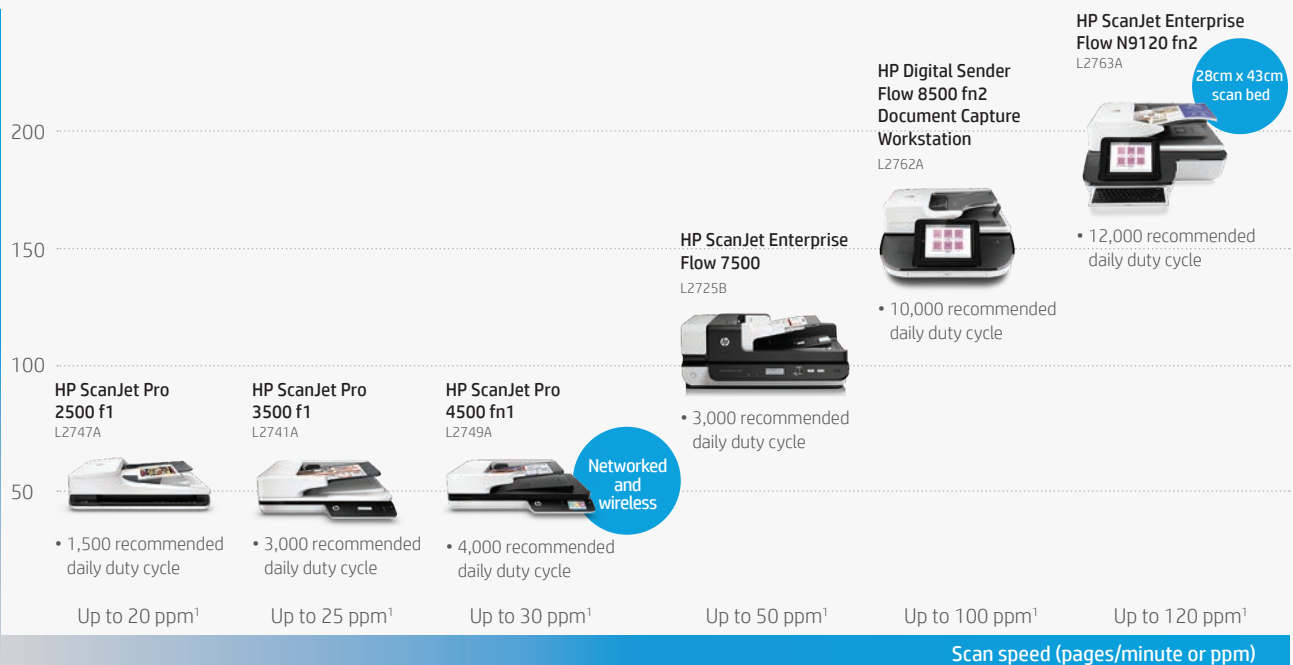
Auto Document Feeder (ADF) capacity



## Flatbed scanners

Ideal for sheets of paper, ID cards, and items like books and magazines

Auto Document Feeder (ADF) capacity



To learn more about the full scanner portfolio specifications, [click here](#).<sup>2</sup>

1. Scan speed measured at 300 dpi (black-and-white, grayscale, and colour). Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software. 2. See <http://h20195.www2.hp.com/v2/GetDocument.aspx?docname=4AA5-5899EEE>.

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