Scanning with the ZEUTSCHEL ZETA in the library

- free of charge
- paperless and book-friendly
- freely accessible, convenient and fast

1 Formats?

The output formats are PDF as well as other formats (e.g. JPG). If required, later printing is possible (replaces copying).

OCR ("optical character recognition") is possible - the file becomes searchable, text recognition or optical character recognition are possible. Attention when saving: very large files, can take a very long time and take up memory space.

2 Scanning instead of copying - why?

Scanning is...

... more gentle on books → light, heat damages books, spines can break through the flap of the copier.

... faster and more convenient (with some practice and knowledge), no black margins, automatic "finger" removal, no superfluous pages.

... more environmentally friendly - paperless policy and thus the sustainable idea of our university is supported.

3 What to bring?

In addition to the materials to be scanned, at best just a USB memory stick - nothing more! Output by e-mail is also possible up to a certain file size.

4 Copyright?

At the beginning of the scan, you must confirm a disclaimer. This disclaimer states that you are not scanning a whole book/work and thus violating copyright.

No complete uploads of whole books are allowed on Blackboard!

5 Where to find?

The book scanner is located at the back of the library's reading room and can be used during the opening hours of the Open Library.

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