## **Mariner Software**

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## Why does Scan Multi import multipage documents as separate documents?

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With ScanSnap scanners, Scan Multi imports documents as separate documents. In Paperless 1, the Scan Multi was not available for ScanSnap scanners. Scan Multi was originally implemented to make it possible to import multipage documents into a Paperless library with a TWAIN-compatible flatbed scanner (which can only scan one page at a time). Scan Multi allowed users to scan multiple pages individually--Paperless would **collate** (combine) the resulting pages to one Paperless library item. Since ScanSnap scanners have an automatic document feeder (ADF), they do not need a separate command to match the Scan Multi functionality. In response to requests by users that we enable it, we have done so in Paperless 2 and 3--with the functionality that it scan multipage documents separated by page. Thus, if you had a 10-page document, with text on one side:

- Importing with the **Scan** command would cause Paperless to import all ten pages as one ten-page document.
- Importing with the **Scan Multi** command would cause Paperless to import all ten pages as separate one-page documents.

The behavior of Scan Multi for TWAIN scanners (flatbed and with ADF) may differ. For a full overview of the differences between Scan and Scan Multi in Paperless 2 or 3, see <a href="mailto:this">this</a> Knowledge Base article.