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Document scanning is a familiar procedure. Anyone, who has a slight idea of computer fundamentals, will know about scanning and copying procedures via digital devices. The procedure of scanning is very similar to Xeroxing, except for a slight difference. Scanning procedure helps in saving the image of a document into the hard disc storage of a computer, while Xeroxing creates a printed copy of the document. Scanning devices serve useful purpose in creating suitable backup of hardcopies. Paper files may get damaged, but damaging files stored in magnetic diskettes is always a tough task. Not one, but numerous copies can be created from that single magnetic storage space. Hence, digital storage is always a better option for safeguarding the data as well creating suitable backup option.

Companies like Lexmark, Hewlett Packard, Epson, Samsung, and Canon manufacture scanning devices. These days, single scanning devices are rare to find. Rather, most of the devices come with printers. Devices with both printing as well scanning facilities are more popular in the market. They are also much affordable. There are even certain devices that feature for additional FAX facility. However, there is one problem that takes place in these combo scanning devices. The problem is mainly with page sizes. Most of these scanning devices can scan up to A4 page size. Anything larger than A4 will not fit within the device. For the large page scanning, there are separate scanners available. But those are extremely expensive and mostly used for business or corporate purpose. You will never find one such device in residential building.

A good quality document scanning device will offer for several scan options. It will feature differ options for photo/image scanning and different options when normal documents are concerned. Scanning devices from Hewlett Packard are considered to be the best in market with lots of additional features.

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