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3 things to keep in mind when choosing a scanner for Architecture

Be it for archiving old drawings, documenting BOQs and tenders with scribbles, notes and signatures, or just for transferring notes and doodles from group discussions to the computer, a scanner can be quite useful to the architect's office. That is, if the scanner owned is one that meets your requirements. Here are few things to consider when choosing a scanner:

1. Go flat

If space is not really a constraint, choose a flatbed scanner instead of a sheetfed scanner. Flatbed scanners tend to offer better resolutions, are more versatile and in general produce better scans. Additionally, flatbed scanners allow you to scan magazine or book pages - a great way to keep track and share the latest trends. Another point to note – if you foresee scanning of large volumes, picking a model that has an automatic document feeder could save you hours of unnecessary labour.

2. Find the silver lining

Considering the notoriety of data storage devices, choosing a scanner that has cloud connectivity could prove a boon. Preferably, find a scanner having a scan-to-cloud option that is compatible with a reputed cloud service, such as Microsoft® SharePoint Server, Evernote® or Google® Docs™. Such scanners usually also come with the added convenience of features such as scan-to-mail, which might just be the added convenience you need.

3. Size

Scanners usually come capable of scanning documents of sizes up to A4. But considering the possibility of having to scan sections of drawings, it would be a good idea to buy a scanner that can scan at least A3. If large size drawings are what you'll have to scan, instead of buying a dedicated scanner, you could opt buying a scanner add-on for your CAD printer.