KONICA MINOLTA

The essentials of imaging

bizhub 163/181/211

User's Guide [IC-206 Image Controller]

Introduction

Thank you for purchasing this machine.

This manual provides descriptions on the functions of the PCL printer driver and the use of network scanning and network printing functions used with the Internet or on an intranet.

Be sure to read this manual before performing any operations.

For precautions concerning the use and safety of the machine, refer to the User's Guide provided with the machine.

Store the CD-ROM and User's Guides provided with the machine in a safe place.

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About PageScope Web Connection

Network utility PageScope Web Connection can be used when a network interface card or image controller is installed. PageScope Web Connection is an extremely useful network utility for specifying network and other settings over the network.

PageScope Web Connection can be used simply with the Web browser (Internet Explorer or Netscape Navigator) installed on the computer; no special software is required. For details on using PageScope Web Connection, refer to “Using PageScope Web Connection” on page 11-1.

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Scan to E-mail/Scan to Server (FTP) 13-2

Explanation of manual conventions

Subject titles

Explains the operation procedure.

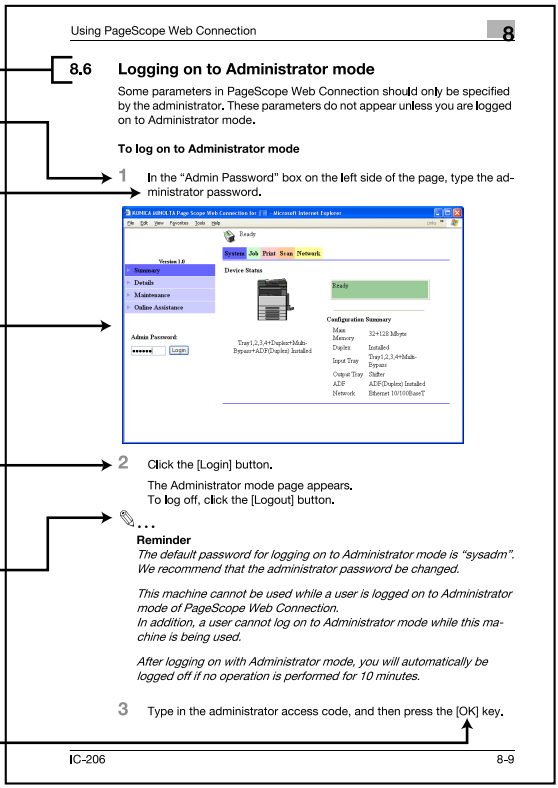
Windows, dialog boxes, icons, and function names displayed on the screen are enclosed in “ ”.

Contents displayed on a screen.

Button names displayed on the screen are enclosed in [ ].

Additional explanation of the text is given.

Key names on the control panel are enclosed in [ ].



Using PageScope Web Connection 8

8.6 Logging on to Administrator mode

Some parameters in PageScope Web Connection should only be specified by the administrator. These parameters do not appear unless you are logged on to Administrator mode.

To log on to Administrator mode

1 In the “Admin Password” box on the left side of the page, type the administrator password.

2 Click the [Login] button.

The Administrator mode page appears.
To log off, click the [Logout] button.

Reminder

The default password for logging on to Administrator mode is “sysadm”. We recommend that the administrator password be changed.

This machine cannot be used while a user is logged on to Administrator mode of PageScope Web Connection. In addition, a user cannot log on to Administrator mode while this machine is being used.

After logging on with Administrator mode, you will automatically be logged off if no operation is performed for 10 minutes.

3 Type in the administrator access code, and then press the [OK] key.

IC-206 8-9

(The page shown above is an example only.)

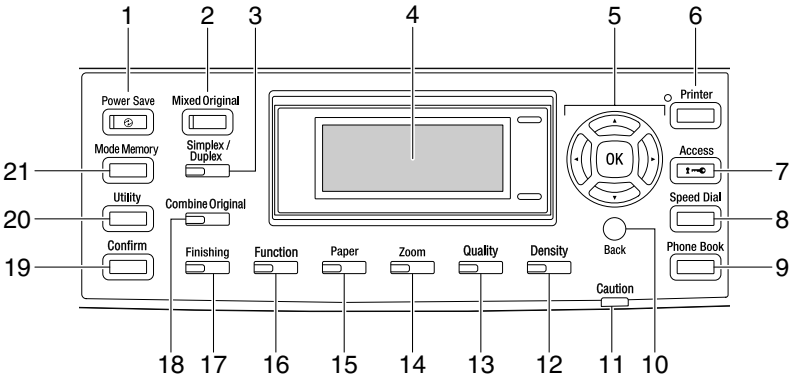
1 Getting ready

This chapter provides information that is important to know before this device is used.

1.1 Overview

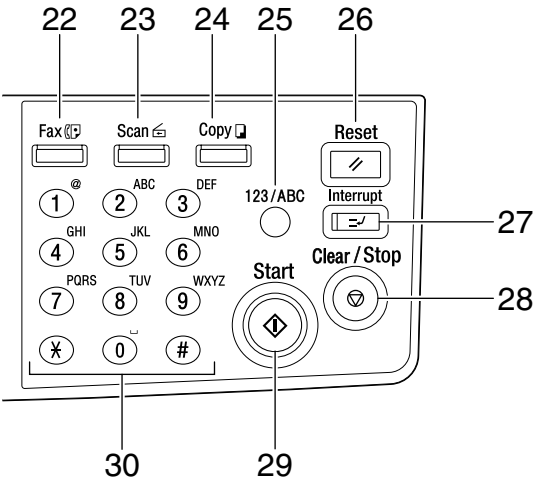
By installing image controller IC-206, this machine can be used as a network-compatible PCL printer. In order to use the PCL printing functions, install onto the computer the PCL printer driver included with the image controller. In addition, since the machine is preprogrammed with scanning functions, paper documents can easily be converted to electronic data and used, for example, with electronic filing allowing easy access to the information. Scanned image data (scan data) can be saved as TIFF or PDF files and sent to other computers through a network.

1.2 Names of control panel parts and their functions



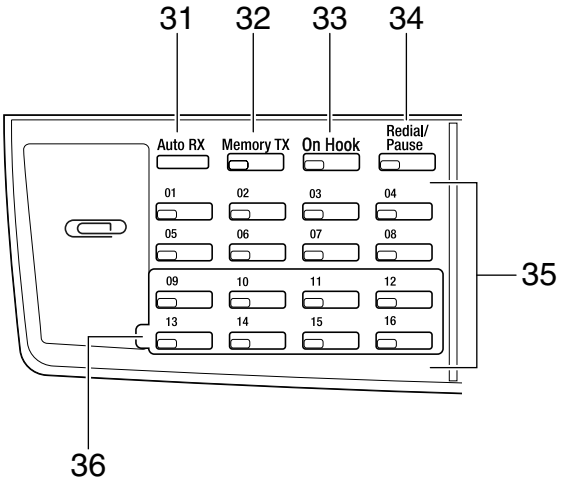
No.	Part name	Description
1	[Power Save] key	Press to enter Power Save mode.
2	[Mixed Original] key/indicator	Press to select the “Mixed Original” setting.
3	[Simplex/Duplex] key/indicator	Press to select double-sided copying. Select “1-SIDE->1-SIDE”, “1-SIDE->2-SIDE”, “2-SIDE->1-SIDE” or “2-SIDE->2-SIDE”. If any setting other than “1-SIDE->1-SIDE” is selected, the indicator lights up.
4	Display	Displays the number of copies, zoom ratio, fax mode, setting menus and error messages.
5	[▲], [▼], [◀] and [▶] keys [OK] key	Press the [▲], [▼], [◀] and [▶] keys to select menu items in the display and change their settings. Press the [OK] key to apply the current setting.
6	[Printer] key/indicator	This indicator lights up while data is being printed from the computer and flashes while data is being sent.
7	[Access] key	Press when account track settings have been applied.
8	[Speed Dial] key	Press to register frequently used fax numbers and addresses, and to recall them during transmissions.
9	[Phone Book] key	Press to display the information programmed for one-touch dialing, group dialing and speed dialing.
10	[Back] key	Press to return to the previous screen.
11	“Caution” indicator	This indicator lights up or flashes if an error has occurred.
12	[Density] key	Press to select the scanning density of copies and fax documents.

No.	Part name	Description
13	[Quality] key	Press to select “TEXT”, “PHOTO” or “TEXT/PHOTO” as the document quality.
14	[Zoom] key	Press to specify whether to enlarge or reduce the image when copying.
15	[Paper] key	Press to select the paper drawer that is to be used.
16	[Function] key/indicator	Press to specify settings for advanced copy operations and useful fax transmission/reception functions, such as copying with a binding margin added and sending/receiving confidential documents.
17	[Finishing] key/indicator	Press to select a copy Finishing function.
18	[Combine Original] key/indicator	Press to specify settings for printing multiple document pages (2 or 4 pages) on a single sheet of paper (2in1 or 4in1 printing).
19	[Confirm] key	Press to view the counters or transmission results, or to print a transmission result report.
20	[Utility] key	Press to specify settings in Utility mode. MACHINE SETTING, PAPER SOURCE SETUP, CUSTOM SIZE MEMORY, USER MANAGEMENT, ADMIN. MANAGEMENT, COPY SETTING 1, COPY SETTING 2, DIAL REGISTRATION, FAX REGISTRATION, FAX TX OPERATION, FAX RX OPERATION, REPORTTING, SCAN SETTING
21	[Mode Memory] key	Press to register specified copy programs and recall them.



No.	Part name	Description
22	[Fax] key/indicator	Press to enter Fax mode. The indicator on the key lights up in green to indicate that the machine is in Fax mode.
23	[Scan] key/indicator	Press to enter Scan mode. The indicator on the key lights up in green to indicate that the machine is in Scan mode.
24	[Copy] key/indicator	Press to enter Copy mode. The indicator on the key lights up in green to indicate that the machine is in Copy mode.
25	[123/ABC] key	Press to switch between number input mode and letter input mode.
26	[Reset] key	• Press to clear all settings (except programmed settings) entered from the control panel. • The currently specified job is canceled. (Pressing this key does not switch the machine to Copy or Fax mode.)
27	[Interrupt] key/indicator	Press to enter Interrupt mode. The indicator on the key lights up in green to indicate that the machine is in Interrupt mode. Press the key again to cancel Interrupt mode and return to the mode before Interrupt mode was entered. If this key is pressed while a received fax or computer document is being printed, printing stops so that the interrupting copy job can be performed. Press this key again to continue printing the received fax or computer document.

No.	Part name	Description
28	[Clear/Stop] key	• Press to clear the entered number. • Press to stop a continuous copy operation. • Press to stop the transmission/reception of the fax. • Press to stop the print job from the computer.
29	[Start] key/indicator	• Press to start a copy operation. • Press to start sending a fax. • Press to start a scanning operation (with push scanning). • If this key is pressed while this machine is warming up, the next copy job is queued. • The key lights up in green to indicate that jobs can be queued, and the key lights up in orange to indicate that the machine is not ready to begin copy operations.
30	Keypad	• Use to type in the number of copies to be produced. • Use to type in the various settings. • Use to specify the fax/scan destination. • Used to type in speed dial numbers and text. • In Fax mode, the ✳ key is used for tone transmissions (pulse dialing), and the # key is used for accessing an outside line.



No.	Part name	Description
31	Auto RX indicator	This indicator lights up when the automatic reception function is selected.
32	[Memory TX] key/indicator	Press this key to select the memory transmission function. This indicator lights up in green when the memory transmission function is selected.
33	[On Hook] key	Press to answer the call. Press this key again to hang up.
34	[Redial/Pause] key	Press to redial the last recipient called. While dialing, this key is used to generate a pause when transferring from an internal to an external line or receiving information services.
35	One-touch dial keys	Used to dial previously registered fax numbers. Use keys [01] through [32] for specifying one-touch dialing and group dialing settings. Use keys [29] through [32] for specifying program dialing settings.
36	Switching plate	Switches the numbers assigned to the one-touch dial keys. When the switching plate is in the lower position, the keys are numbered [01] through [16]. When the switching plate is in the upper position, the keys are numbered [17] through [32].

1.3 Entering text

Follow the procedure described below to enter text when specifying the user name or programming one-touch dial keys with the recipient name.

Changing the input mode

Each press of the [123/ABC] key switches between number input mode and letter input mode.

[1…]: Numbers can be entered.

[A…]: Letters and symbols can be entered.

Key operation

Using the keypad, type in numbers, letters and symbols.

Switch between numbers and letter/symbols by pressing the [123/ABC] key.

When [1…] appears in the display, numbers will be entered.

When [A…] appears in the display, letters/symbols will be entered.

"→" is treated as a tilde (˜).

The following characters can be entered by each key in the keypad.

Characters that can be entered with keypad keys

Note

Repeatedly press the keypad key to scroll through the corresponding characters and symbols listed until the desired character appears in the display.

Keypad key	Available characters	
	[1…]	[A…]
1	1	. (period) @ _ (underscore) - (hyphen) 1
2	2	A B C 2 a b c
3	3	D E F 3 d e f
4	4	G H I 4 g h i
5	5	J K L 5 j k l
6	6	M N O 6 m n o
7	7	P Q R S 7 p q r s
8	8	T U V 8 t u v
9	9	W X Y Z 9 w x y z

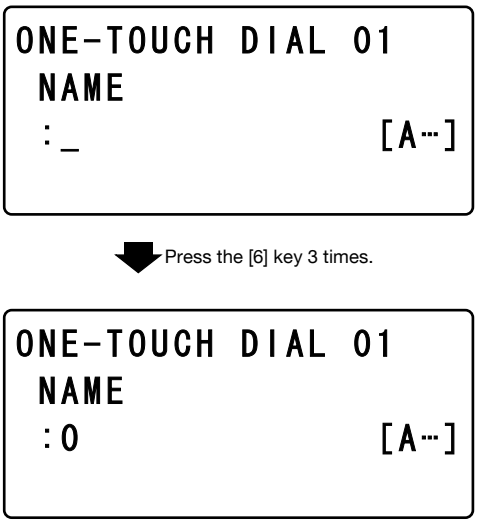
Keypad key	Available characters	
	[1…]	[A…]
0	0	(space) 0
*	*	+ & / * = ! ? ( ) % [ ] ^ ‘ ’ { } | ~ $, : ; < > “
#	#	#

Text input example

To enter the name “Office 01”:

Press the [123/ABC] key until input mode [A…] is selected.

* The cursor (_) flashes alternately in the display with the character at its current location.



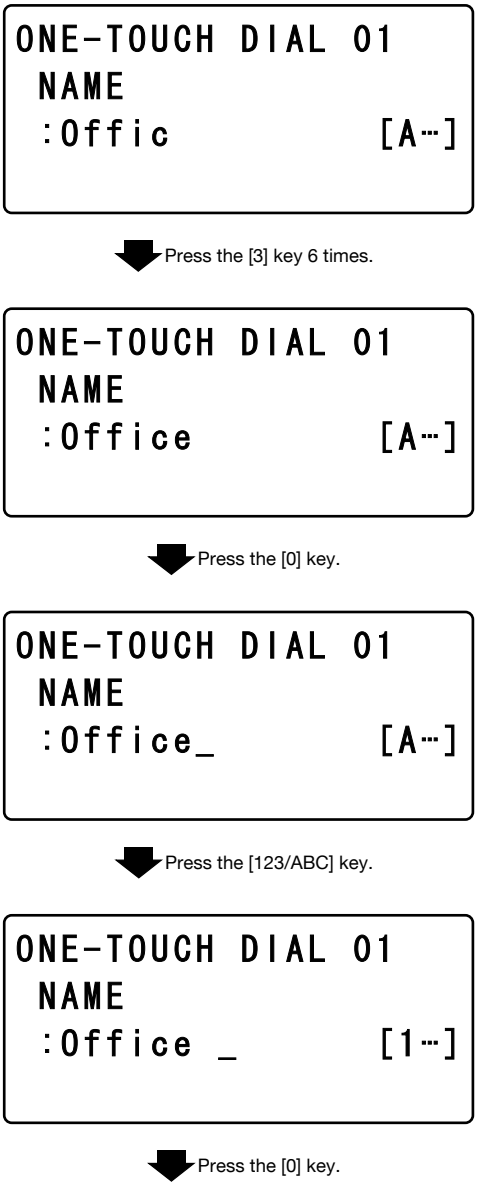
Press the [3] key 7 times.

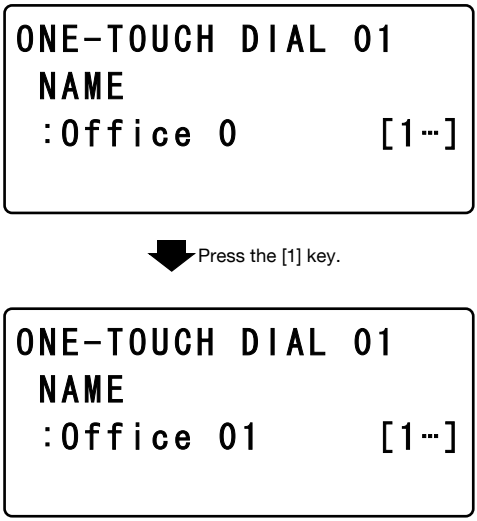
Press the [▶] key.

Press the [3] key 7 times.

Press the [4] key 7 times.

Press the [2] key 7 times.


ONE-TOUCH DIAL 01
NAME
:Offic [A…]
Press the [3] key 6 times.
ONE-TOUCH DIAL 01
NAME
:Office [A…]
Press the [0] key.
ONE-TOUCH DIAL 01
NAME
:Office_ [A…]
Press the [123/ABC] key.
ONE-TOUCH DIAL 01
NAME
:Office _ [1…]
Press the [0] key.



Correcting text and input precautions

To delete a part of the entered text:
Press the [◀] or [▶] key to move the cursor (_) below the character to be deleted, and then press the [Clear/Stop] key.

To change entered characters:
Press the [◀] or [▶] key to move the cursor (_) below the character that you wish to change, and then enter the new character. The entered character is inserted at the cursor's position.

Entering text with the keypad keys:
To enter a character with the same key used to enter the previously entered character, press the [▶] key before entering the next character. (Refer to the example on the previous page.)

To enter a space:
Press the [0] key in the keypad.

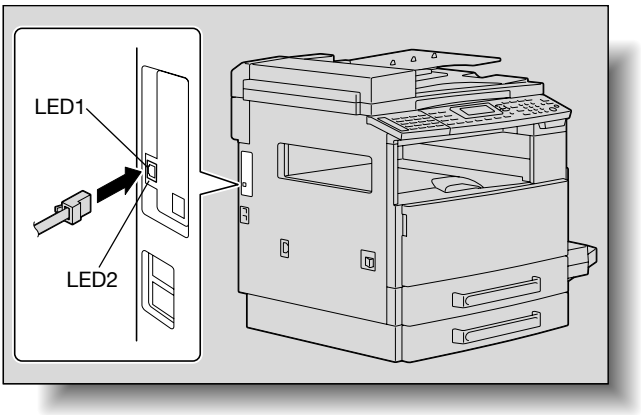
To stop entering text:
Press the [Reset] key.

1.4 Connecting to a local area network (LAN)

This machine can transmit with the TCP/IP protocol on a LAN. Therefore, this machine must be connected to the LAN with a network cable.

Connecting the network cable

Insert one plug on the network cable into the network port (LAN) on the left side of the machine, and then insert the other plug into an available port on the network hub.



...

Reminder

The network cable is not included with this machine; therefore, use Category 5 or 5e cable for the network cable.

Network port LEDs

LED1 (LINK): This indicator lights up when the network cable is correctly connected. If this indicator does not light up, even if it is assumed that the cable is correctly connected, check the connection again. If this indicator still does not light up, even though both ends are correctly connected, the network cable may damaged.

LED2 (ACT): This indicator flashes while data is being sent or received.

2 Installing the printer driver

Descriptions on connecting the machine to a computer and installing the printer driver are provided below.

2.1 System requirements

The following environment is required so that the printer driver can be used.

Element		Operating environment
Processor		Intel Pentium 200 MHz (Pentium 4/1.6 GHz recommended)
Operating system	Server	Windows 2000 Server / Server 2003 / Server 2003 x64 Edition
	Client computer	Windows Vista, Windows XP (Service Pack 2 or later), Windows 2000 (Service Pack 4 or later), Windows Me, or Windows 98 SE Windows Vista x64 Edition, Windows XP Professional x64 Edition
Memory		128 MB RAM (Windows XP/Server 2003), 64 MB RAM (Windows 2000/Me/98 SE) (256 MB RAM recommended)
Port		Ethernet 10Base-T/100Base-TX USB port compliant with USB Revision 2.0* *Windows 98 SE is not supported.
Drive		CD-ROM/DVD drive

...

Reminder

The printer driver is not compatible with Windows 95/98/ NT 4.0.

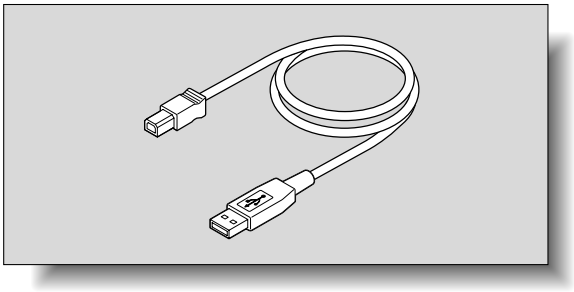
2.2 Making connections and installing the driver

Connecting to a computer

This machine can be connected to a computer using any of the following connection methods.

Connecting to a USB port

In the following procedure, the machine is connected directly to the computer by using a USB cable.



When the machine is connected to the USB port, installation of the TWAIN and printer drivers begins. For the procedure on installing the TWAIN and printer drivers when this machine is connected by USB, refer to “Installing the printer driver by using Plug and Play” on page 2-7.

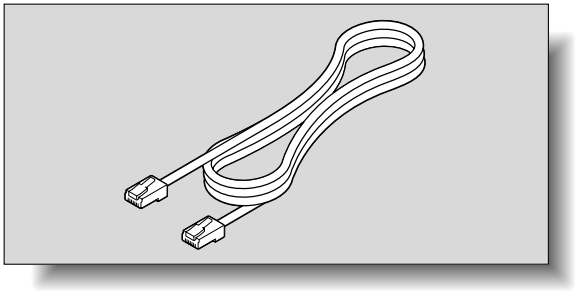
...

Reminder

This machine cannot be connected to a computer running Windows 98 SE using a USB interface.

Connecting to the network

In the following procedure, the machine is connected directly to the computer by using a network cable.



When the machine is connected to a network, use the Add Printer Wizard to install the printer driver. For the procedure on installing the printer driver when this machine is connected to a network, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15.

Procedures for making connections and installing the driver

The printer driver can be installed by using Plug and Play or by using the Add Printer Wizard.

The installation procedure differs depending on the method used to make the connection. Use the installation method that corresponds with the connection method.

...

Reminder

If the machine is to be connected to a USB port, install the driver by using Plug and Play. If the machine is to be connected to a network, install the driver by using the Add Printer Wizard.

Connection method	Supported operating systems	Printer driver installation method
USB port connection	Windows XP/Windows Server 2003/Windows Vista/Windows 2000/ Windows Me	Install using Plug and Play. For details, refer to “Installing the printer driver by using Plug and Play” on page 2-7.
Network connection	Windows XP/Windows Server 2003/Windows Vista/Windows 2000/ Windows Me/Windows 98 SE	Install using the Add Printer Wizard. For details, refer to “Installing the printer driver by using Plug and Play” on page 2-7.

...

Note

When installing using Plug and Play, the TWAIN driver for scanning is also installed with the printer driver. For details on the TWAIN driver, refer to the User’s Guide for the TWAIN driver.

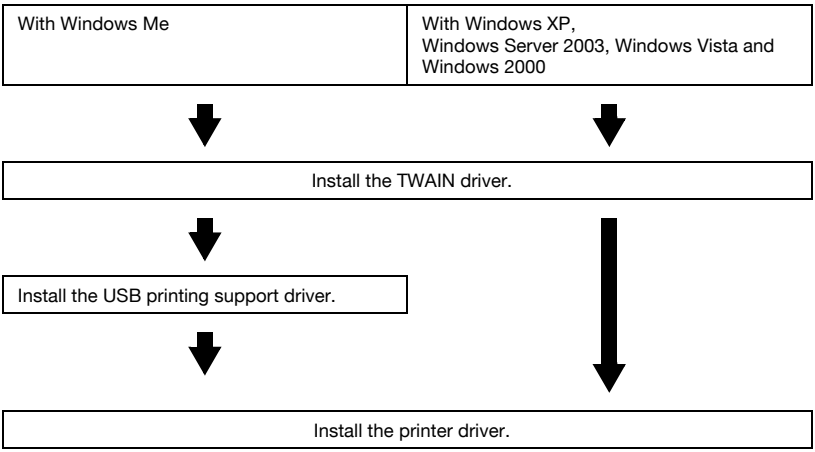
This machine cannot be connected to a computer running Windows 98 SE using a USB interface.

2.3 General operation for driver installation

The driver is installed according to the following general operation.

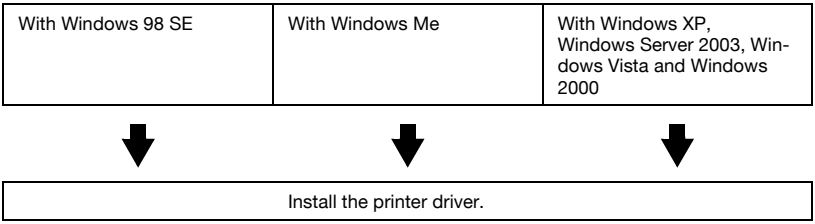
Installation using Plug and Play

When installing the driver by using Plug and Play, the installation procedure differs depending on the operating system.



Installation using the Add Printer Wizard

When installing the printer driver by using the Add Printer Wizard, the installation procedure is the same for all operating systems.



2.4 Installing the printer driver by using Plug and Play

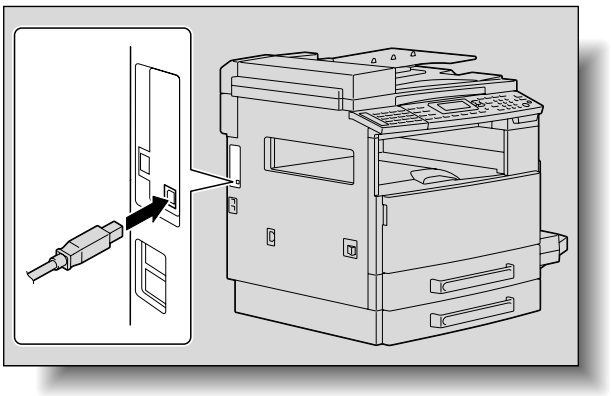
Connecting to the computer's USB port

When this machine is connected to a computer with a USB cable, Plug and Play detects the device, and then installation of the necessary drivers begins.

1 Start Windows, and then insert the CD-ROM/DVD into the computer's CD-ROM drive.

2 Turn on this machine.

3 After this machine starts up and is ready for copying, connect it to the computer with the USB cable.



This machine is detected, and the Found New Hardware Wizard (Add New Hardware Wizard on Windows Me) appears.

The remainder of the procedure differs depending on the operating system. Follow the appropriate procedure according to the operating system being used.

- For Windows XP and Windows Server 2003: "Installing using Plug and Play on Windows XP/Server 2003" on page 2-8
- For Windows Vista: "Installing using Plug and Play on Windows Vista" on page 2-10
- For Windows 2000: "Installing using Plug and Play on Windows 2000" on page 2-12
- For Windows Me: "Installing using Plug and Play on Windows Me" on page 2-13

...

Note

With Windows XP, Server 2003, Vista and 2000, log on as a user with Administrator privileges to install the printer driver.

Installing using Plug and Play on Windows XP/Server 2003

...

Note

If the driver is installed using Plug and Play, first the TWAIN driver for scanning is installed, and then installation of the printer driver begins. The procedure described in this manual is for the installation of the TWAIN driver, then the printer driver. For details on the TWAIN driver, refer to the User's Guide for the TWAIN driver.

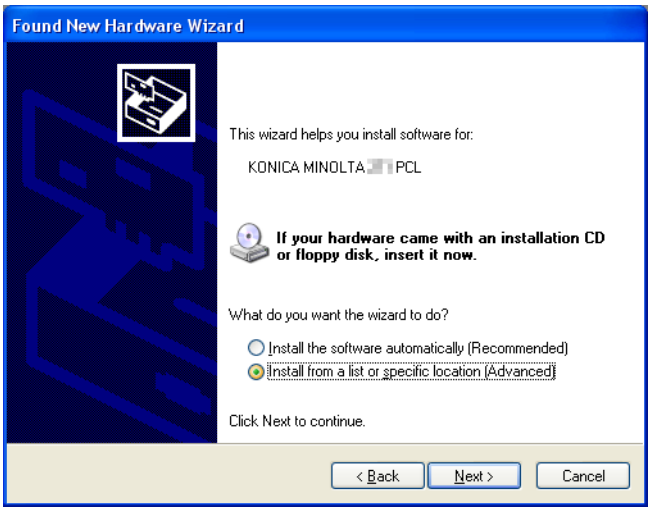
...

Note

When using Windows XP (Service Pack 2), a dialog box may appear, requesting confirmation to connect to Windows Update. At this time, select "NO", and then click the [Next] button.

Follow the instructions that appear in the Found New Hardware Wizard to complete the installation.

1 Select "Install from a list or specific location [Advanced]", and then click the [Next] button.



2 Select “Include this location in the search:” and then specify the following folder on the CD-ROM as the location where the driver is saved.

- Folder to be specified: \Driver\WIN2K_XP\English
- With 64-bit operating systems, select “Driver\WinXP64\English”.
- The folder can be selected after clicking the [Browse] button.

3 Click the [Next] button.

- When the Windows logo testing warning message appears, click the [Continue Anyway] button.

The Completing Found New Hardware Wizard dialog box appears.

4 Click the [Finish] button.

This completes the installation of the TWAIN driver.
The Found New Hardware Wizard appears again, and the installation of the printer driver begins.

5 Repeat steps 1 through 4 to install the printer driver.

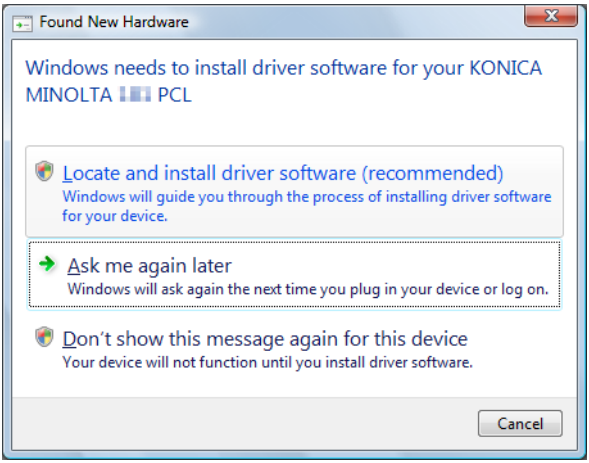
Installing using Plug and Play on Windows Vista

Note

If the driver is installed using Plug and Play, first the TWAIN driver for scanning is installed, and then installation of the printer driver begins. The procedure described in this manual is for the installation of the TWAIN driver, then the printer driver. For details on the TWAIN driver, refer to the User's Guide for the TWAIN driver.

Follow the instructions that appear in the Found New Hardware wizard to complete the installation.

1 In the Found New Hardware wizard, select "Locate and install driver software (recommended)".



- If the User Account Control dialog box appears, click the [Continue] button.
- If a message appears, requesting confirmation to search online, click the [Don't search online] button.

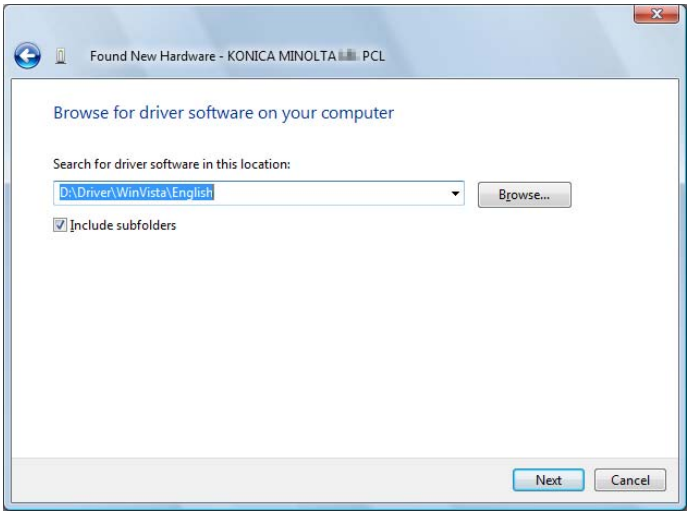
2 In the dialog box for checking the disk, click the [I don't have the disk. Show me other options.] button.

3 Insert the printer driver CD into the CD-ROM/DVD drive of the computer.

4 Click the [Browse my computer for driver software (advanced)] button.

5 Select “Include subfolders”, and then specify the following folder on the CD-ROM as the location where the driver is saved.

– Folder to be specified: \Driver\WinVista\English
– With 64-bit operating systems, select “\Driver\WinVista64\English”.
– The folder can be selected after clicking the [Browse] button.



6 Click the [Next] button.

– In the Windows Security dialog box, select “Install this driver software anyway”.

7 After the installation is finished, click the [Close] button.

This completes the installation of the TWAIN driver.
The Found New Hardware wizard appears again, and the installation of the printer driver begins.

8 Repeat steps 2 through 7 to install the printer driver.

Installing using Plug and Play on Windows 2000

Note

If the driver is installed using Plug and Play, first the TWAIN driver for scanning is installed, and then installation of the printer driver begins. The procedure described in this manual is for the installation of the TWAIN driver, then the printer driver. For details on the TWAIN driver, refer to the User's Guide for the TWAIN driver.

Follow the instructions that appear in the Found New Hardware Wizard to complete the installation.

1 Check the contents of the Found New Hardware Wizard, and then click the [Next] button.

2 Select "Search for a suitable driver for my device [recommended]" and then click the [Next] button.

3 Select "Specify a location" and then click the [Next] button.

4 Specify the following folder on the CD-ROM as the location where the driver is saved.

- Folder to be specified: \Driver\WIN2K_XP\English
- The folder can be selected after clicking the [Browse] button.

5 Click the [Next] button.

- When the Microsoft digital signature warning message appears, click the [Yes] button.

The Completing Found New Hardware Wizard dialog box appears.

6 Click the [Finish] button.

This completes the installation of the TWAIN driver.
The Found New Hardware Wizard appears again, and the installation of the printer driver begins.

7 Repeat steps 1 through 6 to install the printer driver.

Installing using Plug and Play on Windows Me

Note

If the driver is installed using Plug and Play, first the TWAIN driver for scanning is installed, next the USB printing support driver is installed, and then installation of the printer driver begins. The procedure described in this manual is for the installation of the TWAIN driver, the USB printing support driver, then the printer driver. For details on the TWAIN driver, refer to the User's Guide for the TWAIN driver.

Follow the instructions that appear in the Add New Hardware Wizard to complete the installation.

1 Select "Specify the location of the driver (Advanced)" and then click the [Next] button.

2 Select "Specify a location" and then specify the following folder on the CD-ROM as the location where the driver is saved.

- Folder to be specified: \Driver\Win98_ME\English
- The folder can be selected after clicking the [Browse] button.

3 Click the [Next] button.

4 Check the location of the driver, and then click the [Next] button.

A dialog box appears, indicating that the installation is finished.

5 Click the [Finish] button.

This completes the installation of the TWAIN driver.
The Add New Hardware Wizard appears again, and the installation of the USB printing support driver begins.

6 Repeat steps 1 through 5 to install the USB printing support driver.

This completes the installation of the USB printing support driver.
The Add New Hardware Wizard appears again, and the installation of the printer driver begins.

7 Repeat steps 1 through 4 to install the printer driver.

A dialog box appears, allowing you to specify the printer name.

8 Click the [Finish] button.

– To change the printer name, type in the new name.
– To set this machine as the default, select “Yes”.

A dialog box appears, indicating that the installation is finished.

9 Click the [Finish] button.

This completes the installation of the printer driver.

Reinstalling the printer driver by using Plug and Play

1 Uninstall the printer driver while the machine is not connected to the computer or while they are connected but the machine is turned off, and then restart the computer.

– For details, refer to “Uninstalling the printer driver” on page 2-29.

2 Use the USB cable to connect the machine to the computer.

3 Follow the on-screen instructions to reinstall the printer driver.

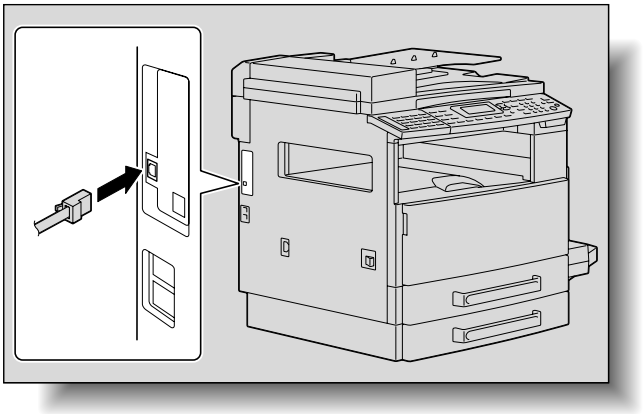
– When the dialog box for specifying the folder appears, insert the CD-ROM, and then continue the installation.

2.5 Installing the printer driver by using the Add Printer Wizard

Connecting to a computer through a network

If this machine is connected to a computer through a network, the printer driver can be installed either before or after the connection is established.

➔ Use the network cable to connect this machine to the computer.



The remainder of the printer driver installation procedure differs depending on the operating system. Follow the appropriate procedure according to the operating system being used.

- For Windows XP and Windows Server 2003: “Installing using the Add Printer Wizard on Windows XP/Server 2003” on page 2-16
- For Windows Vista: “Installing using the Add Printer Wizard on Windows Vista” on page 2-20
- For Windows 2000: “Installing using the Add Printer Wizard on Windows 2000” on page 2-23
- For Windows Me/98 SE: “Installing using the Add Printer Wizard on Windows Me/98 SE” on page 2-26

...

Note

With Windows XP, Server 2003, Vista and 2000, log on as a user with Administrator privileges to install the printer driver.

Installing using the Add Printer Wizard on Windows XP/Server 2003

Note

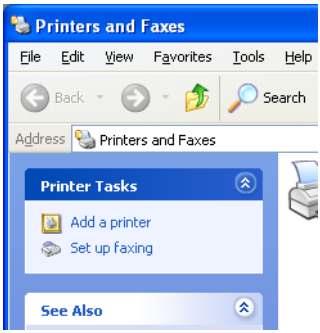
When using a USB cable to connect this machine to the computer, turn off this machine, and then install the printer driver. When the machine is turned on, Plug and Play causes the Add New Hardware Wizard to appear.

1 After Windows has started, insert the printer driver CD-ROM into the CD-ROM drive of the computer.

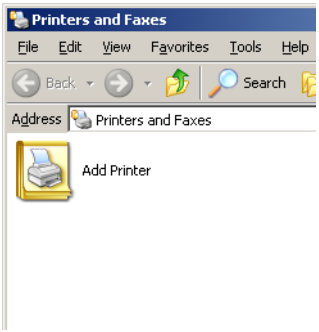
2 Click the Windows [Start] button, and then click “Printers and Faxes”.

- The Printers and Faxes window appears.
- If “Printers and Faxes” does not appear in the Start menu, click “Control Panel” in the Start menu, click “Printers and Other Hardware”, and then click “Printers and Faxes”.

3 Click “Add a Printer” under “Printer Tasks”.



– If “Printer Tasks” does not appear, double-click the “Add Printer” icon.



The Add Printer Wizard starts up.

4 Click the [Next] button.

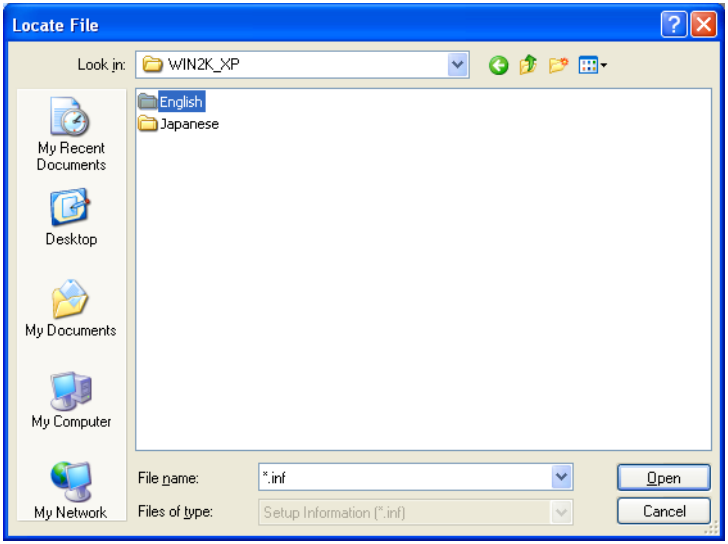
5 Select “Local printer attached to this computer”, and then click the [Next] button.

– The “Automatically detect and install my Plug and Play printer” check box should be cleared.
– In order to print on a network, the connection port must be set up as a network port. Since the port settings can be specified after installation, this procedure describes how to install the printer driver for a local connection. For details on specifying the port settings, refer to “Connecting the computer and this machine over a network” on page 3-15.

6 Select “LPT1: (Recommended Printer Port)” beside “Use the following port”, and then click the [Next] button.

7 Click the [Have Disk] button.

8 Click the [Browse] button, select “Driver\WIN2K_XP\English” on the CD-ROM, and then click the [Open] button.

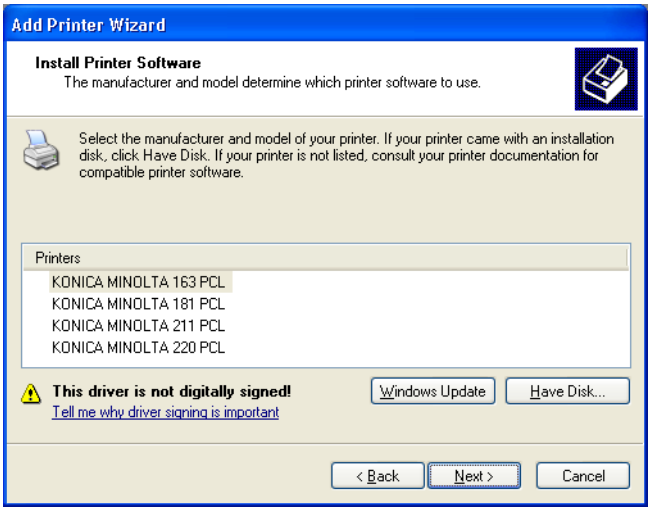


– With 64-bit operating systems, select “Driver\WinXP64\English”.

9 Click the [Open] button again.

10 Check the path in the “Copy manufacturer’s files from” box, and then click the [OK] button.

11 Select the printer to be installed, and then click the [Next] button.



12 Continue selecting the appropriate settings according to your environment and clicking the [Next] button until the [Finish] button appears.

– For a network connection, perform a test print after specifying the network settings.

13 Click the [Finish] button.

– If the Windows logo testing warning message appears, click the [Continue Anyway] button.

14 After installation is complete, check that the icon for the installed printer appears in the Printers and Faxes window, and then remove the CD-ROM from the CD-ROM drive.

This completes the installation of the printer driver.

Installing using the Add Printer Wizard on Windows Vista

Note

When using a USB cable to connect this machine to the computer, turn off this machine, and then install the printer driver. When the machine is turned on, Plug and Play causes the Found New Hardware wizard to appear.

1 After Windows has started, insert the printer driver CD-ROM into the CD-ROM/DVD drive of the computer.

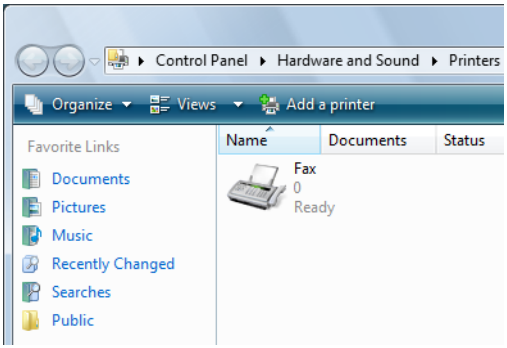
2 Click the [Start] button, and then click “Control Panel”.

3 Click “Hardware and Sound”, then “Printer”.

– If Control Panel is displayed in the classic view, double-click “Printers”.

The Printers window appears.

4 Click “Add a printer” in the toolbar.



“Add Printer” dialog box appears.

5 Click “Add a local printer”.

“Choose a printer port” dialog box appears.

6 Select “LPT1: (Printer Port)” of “Use an existing port”, and then click the [Next] button.

– In order to print on a network, the connection port must be set up as a network port. Since the port settings can be specified after installation, this procedure describes how to install the printer driver for a local connection. For details on specifying the port settings, refer to “Connecting the computer and this machine over a network” on page 3-15.

7 Click the [Have Disk] button.

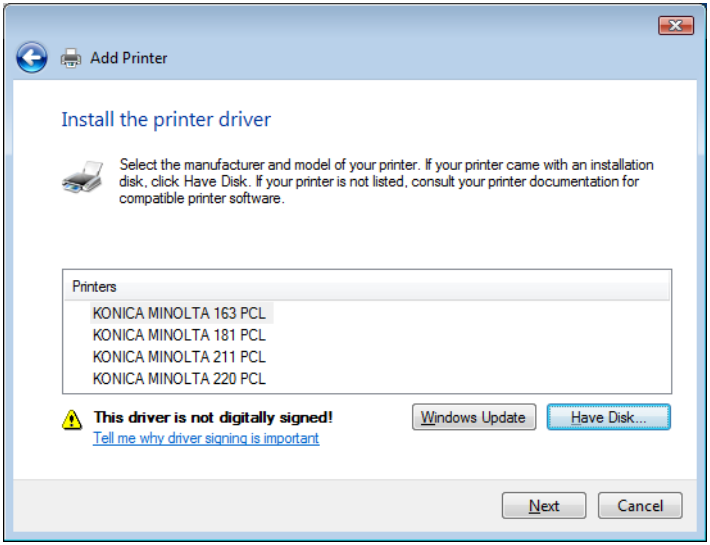
8 Click the [Browse] button, select “\Driver\WinVista\English” on the CD-ROM, and then click the [Open] button.

– With 64-bit operating systems, select “\Driver\WinVista64\English”.

9 Click the [Open] button again.

10 Check the path in the “Copy manufacturer’s files from” box, and then click the [OK] button.

11 Select the printer to be installed, and then click the [Next] button.



12 Continue selecting the appropriate settings according to your environment and clicking the [Next] button until the [Finish] button appears.

- If the User Account Control dialog box appears, click the [Continue] button.
- In the Windows Security dialog box, select “Install this driver software anyway”.

13 Click the [Finish] button.

- For a network connection, perform a test print after specifying the network settings.

14 After installation is complete, check that the icon for the installed printer appears in the Printers window, and then remove the CD-ROM from the CD-ROM drive.

This completes the installation of the printer driver.

Installing using the Add Printer Wizard on Windows 2000

Note

When using a USB cable to connect this machine to the computer, turn off this machine, and then install the printer driver. When the machine is turned on, Plug and Play causes the Add New Hardware Wizard to appear.

1 After Windows has started, insert the printer driver CD-ROM into the CD-ROM drive of the computer.

2 Click the Windows [Start] button, point to “Settings”, and then click “Printers”.

The Printers window appears.

3 Double-click the “Add Printer” icon.

The Add Printer Wizard starts up.

4 Click the [Next] button.

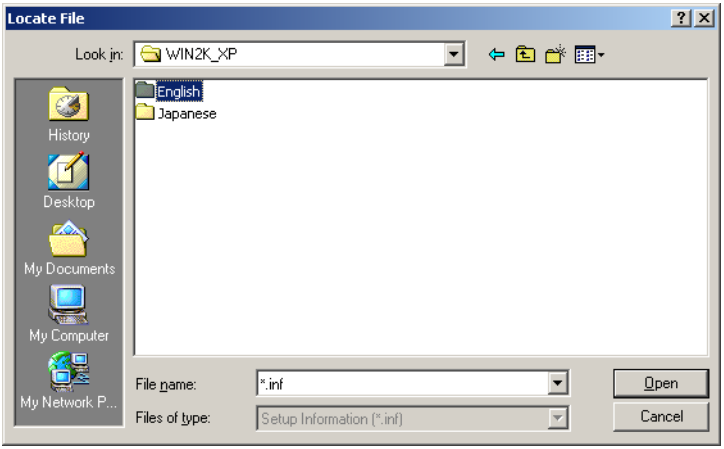
5 Select “Local printer”, and then click the [Next] button.

– The “Automatically detect and install my Plug and Play printer” check box should be cleared.
– In order to print on a network, the connection port must be set up as a network port. Since the port settings can be specified after installation, this procedure describes how to install the printer driver for a local connection. For details on specifying the port settings, refer to “Connecting the computer and this machine over a network” on page 3-15.

6 Select “LPT1:” beside “Use the following port”, and then click the [Next] button.

7 Click the [Have Disk] button.

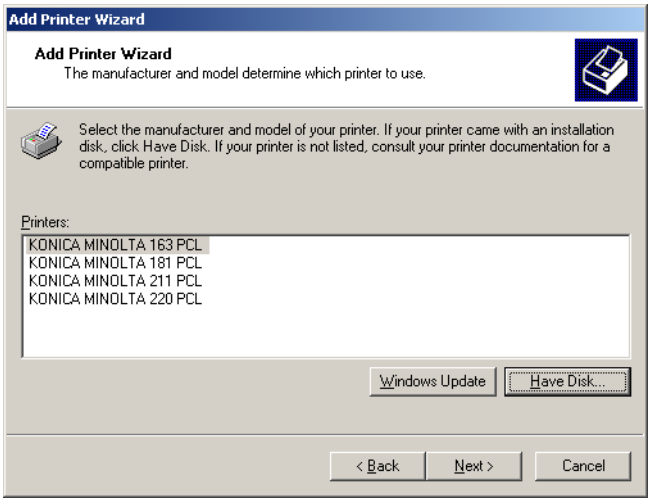
8 Click the [Browse] button, select “Driver\WIN2K_XP\English” on the CD-ROM, and then click the [Open] button.



9 Click the [Open] button again.

10 Check the path in the “Copy manufacturer’s files from” box, and then click the [OK] button.

11 Select the printer to be installed, and then click the [Next] button.



12 Continue selecting the appropriate settings according to your environment and clicking the [Next] button until the [Finish] button appears.

– For a network connection, perform a test print after specifying the network settings.

13 Click the [Finish] button.

– If the digital signature warning message appears, click the [Yes] button.

14 After installation is complete, check that the icon for the installed printer appears in the Printers window, and then remove the CD-ROM from the CD-ROM drive.

This completes the installation of the printer driver.

Installing using the Add Printer Wizard on Windows Me/98 SE

Note

When using a USB cable to connect this machine to the computer, turn off this machine, and then install the printer driver. When the machine is turned on, Plug and Play causes the Add New Hardware Wizard to appear.

This machine cannot be connected to a computer running Windows 98 SE using a USB interface. The machine can only be connected to the computer using a network connection.

1 After Windows has started, insert the printer driver CD-ROM into the CD-ROM drive of the computer.

2 Click the Windows [Start] button, point to “Settings”, and then click “Printers”.

The Printers window appears.

3 Double-click the “Add Printer” icon.

The Add Printer Wizard starts up.

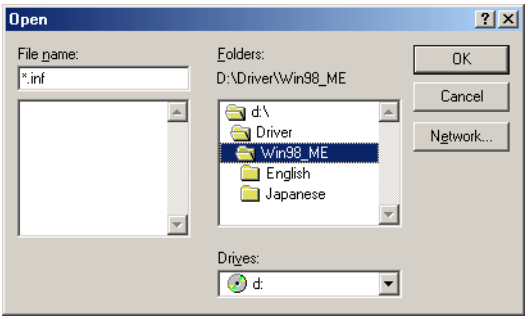
4 Click the [Next] button.

5 Select “Local printer”, and then click the [Next] button.

– In order to print on a network, the connection port must be set up as a network port. Since the port settings can be specified after installation, this procedure describes how to install the printer driver for a local connection. For details on specifying the port settings, refer to “Connecting the computer and this machine over a network” on page 3-15.

6 Click the [Have Disk] button.

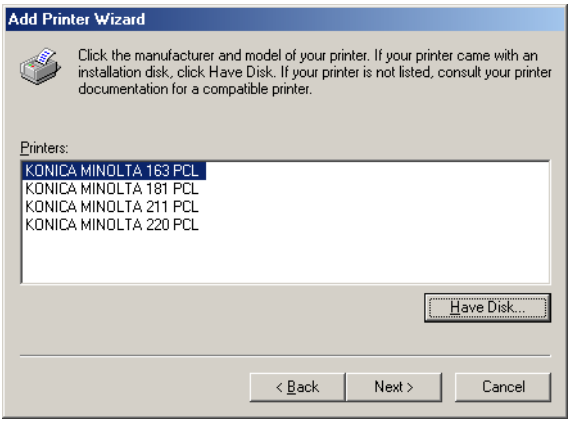
7 Click the [Browse] button, select “Driver\Win98_ME\English” on the CD-ROM, and then click the [OK] button.



8 Click the [OK] button again.

9 Check the path in the “Copy manufacturer’s files from” box, and then click the [OK] button.

10 Select the printer to be installed, and then click the [Next] button.



11 Select “LPT1:” as the port to be used, and then click the [Next] button.

12 Click the [Finish] button.

13 After installation is complete, check that the icon for the installed printer appears in the Printers window, and then remove the CD-ROM from the CD-ROM drive.

This completes the installation of the printer driver.

Reinstalling the printer driver by using the Add Printer Wizard

1 Uninstall the printer driver while the machine is not connected to the computer or while they are connected but the machine is turned off, and then restart the computer.

– For details, refer to “Uninstalling the printer driver” on page 2-29.

2 Use the Add Printer Wizard to reinstall the printer driver.

2.6 Uninstalling the printer driver

...

Note

With Windows XP, Server 2003, Vista and 2000, log on as a user with Administrator privileges to delete the printer driver.

For details on deleting the TWAIN driver, refer to the User's Guide for the TWAIN driver.

Delete the printer

1 Open the Printers and Faxes window. (With Windows Vista/2000/Me/98 SE, open the Printers window.)

- For Windows XP/Server 2003, click the [Start] button, and then click "Printers and Faxes".
- For Windows Vista, click the [Start] button, click "Control Panel", click "Hardware and Sound", and then click "Printers".
- For Windows 2000/Me/98 SE, click the [Start] button, point to "Settings", and then click "Printers".
- If "Printers and Faxes" does not appear in the Start menu in Windows XP/Server 2003, click "Control Panel" in the Start menu, click "Printers and Other Hardware", and then click "Printers and Faxes".
- If Control Panel in Windows Vista is displayed in the classic view, double-click "Printers".

2 Select the name of this printer, and then press the [Delete] key in the keyboard.

- If a message appears, indicating that the related files will be deleted, they will be deleted.
- If Windows XP, Server 2003, Vista or 2000 is being used, continue with step 3.
- If Windows Me or 98 SE is being used, continue with step 7.

3 Display the Server Properties dialog box.

- For Windows 2000/XP/Server 2003, click "File" in the menu bar, and then click "Server Properties".
- For Windows Vista, right-click in the Printers window, click "Run as administrator", and then click "Server Properties".

4 Click the Drivers tab.

5 From the "Installed printer drivers" list, select the printer driver to be deleted, and then click the [Remove] button.

– If Windows 2000, XP or Server 2003 is being used, continue with step 7.
– If Windows Vista is being used, continue with step 6.

6 When a message appears, requesting confirmation to continue deleting, select “Remove driver and driver package.”, and then click the [OK] button.

7 When a message appears, requesting confirmation to delete the printer driver, click the [Yes] button.

– After a message appears again in Windows Vista, requesting confirmation to continue deleting, click the [Delete] button.

8 Close the open windows.

9 Restart the computer.

Deleting related files

Even after the printer driver is deleted from the Printers and Faxes window, device information files remain on the computer.

When using Windows XP/Server 2003, it may not be possible to overwrite the driver, even if the same version of the printer driver is reinstalled. If the printer driver cannot be upgraded, even by reinstalling it, follow the procedure described below to also delete the device information files.

1 Open the following folder.

- C:\WINDOWS\system32\spool\drivers\w32x86
- Depending on the computer settings, the Windows folder may not be displayed. Follow the on-screen instructions to specify the settings that are displayed.

2 If there are folders with names containing this machine's name, delete those folders.

- However, if both the GDI printer driver and PCL printer driver are installed, delete device information for both. If only one driver remains, do not delete it.

3 Open the following folder.

- C:\WINDOWS\inf
- Depending on the computer settings, the inf folder may not be displayed. Click "Folder Options" in the "Tools" menu, click the View tab, and then select "Show hidden files and folders".

4 Delete "oem*.inf" and "oem*.PNF", which contain information on this machine.

- "*" indicates a number in the file names for "oem*.inf" and "oem*.PNF". The number differs depending on the computer environment. Before deleting the files, open the INF file, and check the model name indicated in the last few lines to verify that the file is for the corresponding model. The PNF file has the same number as the INF file.

5 Restart the computer.

3 Network printing

This chapter provides descriptions of the procedures for installing the image controller and using this machine as a network printer.

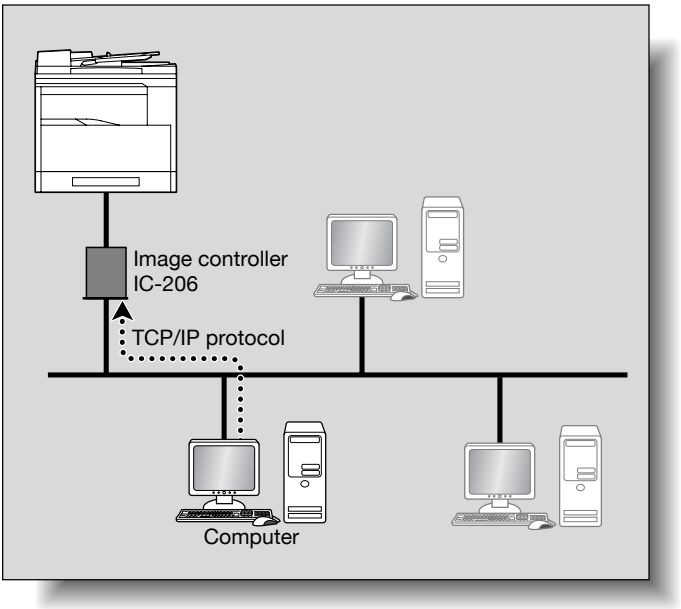
3.1 Selecting the network printing method

When the image controller is installed, various network printing methods are possible. The following procedure describes how to connect a computer to this machine over a network. Select an available network printing method according to the operating system being used.

When using a Windows operating system

Peer-to-peer printing

Compatible operating systems: Windows 98 SE / Windows Me

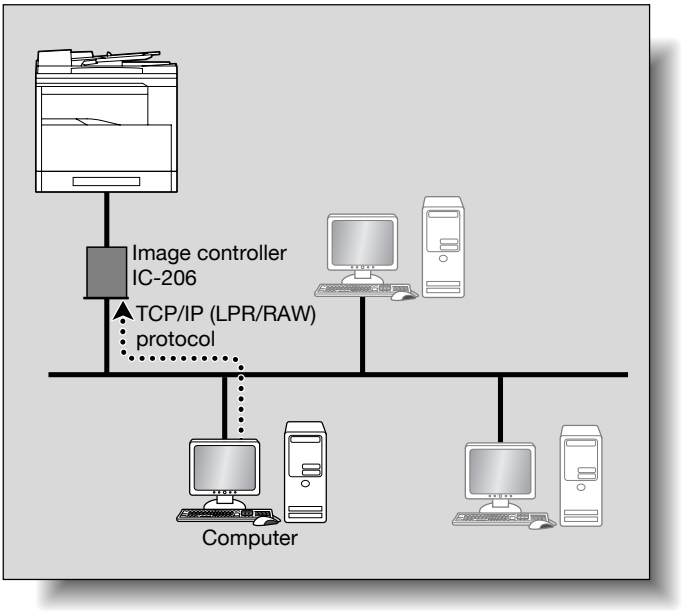


Peer-to-peer printing

- Using the Peer-to-Peer Utility, the computer and this machine are connected over a network. Since there is no differentiation between client and server computers, this method is appropriate for network connections on a small-scale LAN. The Peer-to-Peer Utility is installed on the computer when the printer driver is installed.

LPR printing / PORT9100 printing

Compatible operating systems: Windows 2000 / Windows XP / Windows Sever 2003/Windows Vista



LPR printing

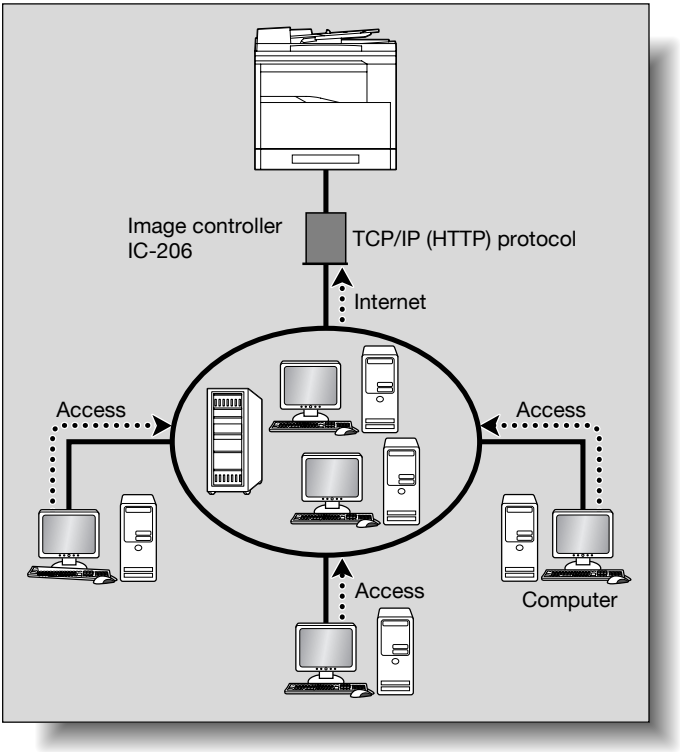
- Using the LPR (line printer remote) print service, the computer and this machine are connected over a network.
- The LPR print service is supported by the operating system as the standard.
- Use a TCP/IP port, and use LPR as the print protocol.

PORT9100 printing

- Using the PORT9100 print service, the computer and this machine can be connected over a network.
- The PORT9100 print service is supported by the operating system as the standard.
- Use a TCP/IP port, and use RAW as the print protocol.

IPP printing

Compatible operating systems: Windows 2000 / Windows XP / Windows Sever 2003/Windows Vista

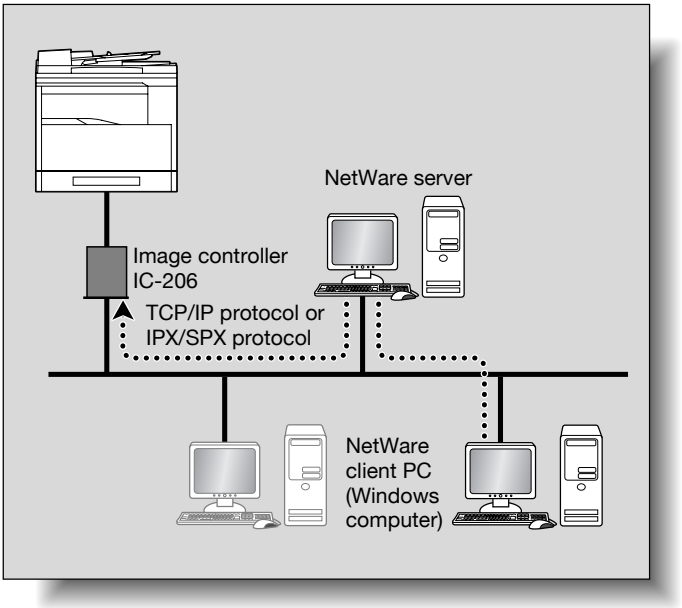


IPP printing

- Using the IPP (Internet printing protocol) print service, the computer and this machine are connected over a network.
- The IPP print service is supported by the operating system as the standard.
- Communications are established with HTTP (Hyper Text Transfer Protocol), one of the TCP/IP protocols. In order to prevent unauthorized access in companies and organizations, a firewall must be installed. However, HTTP is generally configured to allow access through the firewall. Therefore, with an IPP connection where communications are established using HTTP, printing from a computer is possible with a printer outside of the firewall.

When using a NetWare environment (NetWare server and Windows client)

In a NetWare environment, the Windows computer is used as a NetWare client, and printing with this machine is possible through the NetWare server.



Connecting the NetWare server and this machine

When connecting the NetWare server and this machine over a network, the following methods are supported.

NetWare version	Protocol	Emulation	Service mode
NetWare 4.x	IPX	NDS / Bindery	Pserver / Nprinter
NetWare 5.x / 6	IPX	NDS / Bindery	Pserver / Nprinter
	TCP/IP		NDPS (lpr)

Note

If the GDI printer driver is to be used in a NetWare environment, run the repair program provided for the operating system by Microsoft. Access the following URL, and then run the repair program.

http://support.microsoft.com/kb/884897

3.2 Checking the setup

This section provides an overview of the setup procedure that is required for each network printing method.

Peer-to-peer printing

1 Connect the network cable. (Refer to “Connecting to a local area network (LAN)” on page 1-12.)

2 From the machine’s control panel, specify the IP address, subnet mask and default gateway. (Refer to “Specifying an IP address” on page 3-9.)

3 Print the settings information, and then check the settings. (Refer to “Printing the settings information” on page 3-13.)

4 Install the printer driver. The Peer-to-Peer Utility is installed when the printer driver is installed.

- For details on installing the PCL driver, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15.
- If the GDI driver is to be installed, refer to the User’s Guide for the GDI printer controller, included with this machine.

5 Add the network port to the computer. (Refer to “Connecting the computer and this machine over a network” on page 3-15.)

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Reminder

When installing the printer driver on an operating system other than Windows 98 SE or Windows Me, the Peer-to-Peer Utility is not installed.

LPR/PORT9100 printing

1 Connect the network cable. (Refer to “Connecting to a local area network (LAN)” on page 1-12.)

2 From the machine’s control panel, specify the IP address, subnet mask and default gateway. (Refer to “Specifying an IP address” on page 3-9.)

3 Print the settings information, and then check the settings. (Refer to “Printing the settings information” on page 3-13.)

4 Install the printer driver.

- For details on installing the PCL driver, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15.
- If the GDI driver is to be installed, refer to the User’s Guide for the GDI printer controller, included with this machine.

5 Add the network port to the computer. (Refer to “Connecting the computer and this machine over a network” on page 3-15.)

IPP printing

1 Connect the network cable. (Refer to “Connecting to a local area network (LAN)” on page 1-12.)

2 From the machine’s control panel, specify the IP address, subnet mask and default gateway. (Refer to “Specifying an IP address” on page 3-9.)

3 Print the settings information, and then check the settings. (Refer to “Printing the settings information” on page 3-13.)

4 Install the printer driver. Specify the network port when the driver is installed.

- For details on specifying the network port, refer to “Connecting the computer and this machine over a network” on page 3-15.
- For details on installing the PCL driver, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15.
- If the GDI driver is to be installed, refer to the User’s Guide for the GDI printer controller, included with this machine.

NetWare server/client (except NDPS)

1 Connect the network cable. (Refer to “Connecting to a local area network (LAN)” on page 1-12.)

2 Specify the necessary settings for connecting this machine to a NetWare server. (Refer to “Connecting the computer and this machine over a network” on page 3-15.)

3 Specify the necessary settings for printing through a NetWare server from a NetWare client. (Refer to “Connecting the computer and this machine over a network” on page 3-15.)

NetWare server/client (NDPS)

1 Connect the network cable. (Refer to “Connecting to a local area network (LAN)” on page 1-12.)

2 From the machine’s control panel, specify the IP address, subnet mask and default gateway. (Refer to “Specifying an IP address” on page 3-9.)

3 Print the settings information, and then check the settings. (Refer to “Printing the settings information” on page 3-13.)

4 Specify the necessary settings for connecting this machine to a NetWare server. (Refer to “Connecting the computer and this machine over a network” on page 3-15.)

5 Specify the necessary settings for printing through a NetWare server from a NetWare client. (Refer to “Connecting the computer and this machine over a network” on page 3-15.)

3.3 Specifying an IP address

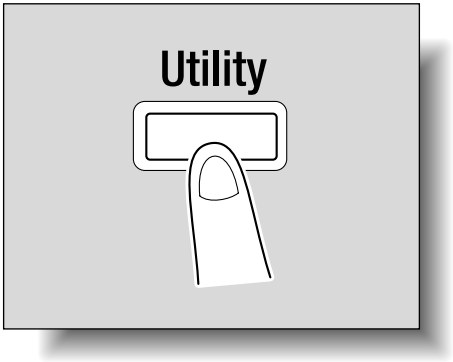
The following procedure describes how to assign the IP address to the machine from the control panel.

Note

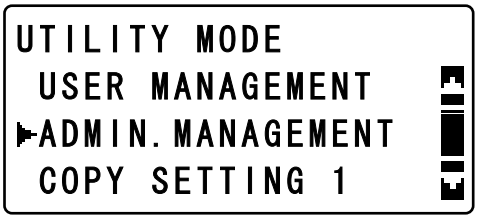
The IP address setting should be specified according to instructions from the network administrator.

The IP address setting is specified in Utility mode by the administrator.

1 Press the [Utility] key in the control panel.

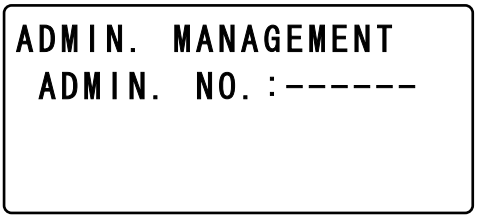


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.



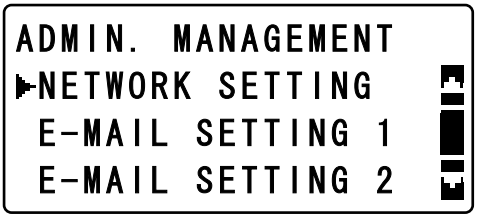
3 Type in the administrator access code, and then press the [OK] key.

– The manufacturer's default setting is "000000".

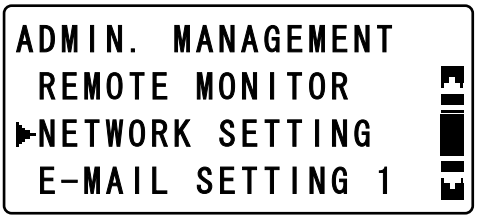


– If the code was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

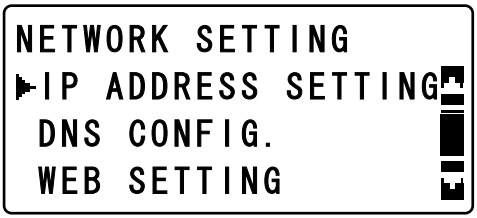
4 Press the [▼] or [▲] key until "NETWORK SETTING" is selected, and then press the [OK] key.



– If fax kit FK-506 is installed



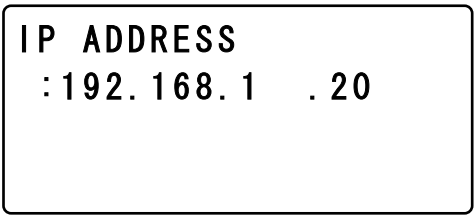
5 In the "NETWORK SETTING" menu, press the [▼] or [▲] key until "IP ADDRESS SETTING" is selected, and then press the [OK] key.



6 Press the [▼] or [▲] key until “AUTO” or “SPECIFY” is selected, and then press the [OK] key.

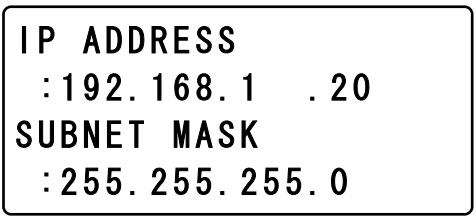
– If “AUTO” was selected, the IP address will automatically be obtained from the DHCP server. After the message “ACCEPTED” appears, the “NETWORK SETTING” menu appears again.
– If “SPECIFY” is selected, a screen appears, allowing you to specify the IP address. Continue with step 7.
– “AUTO” is available only if a DHCP server is on the network. If “AUTO” is selected, it will not be necessary to specify the subnet mask or gateway settings.

7 Use the keypad to type in the IP address, and then press the [OK] key.



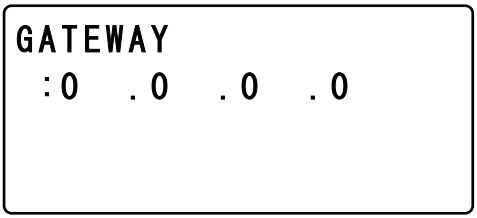
– If the number was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

8 Use the keypad to type in the subnet mask value, and then press the [OK] key.



– For the subnet mask, consult with the network administrator.
– If the value was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

9 Using the keypad, type in the gateway.



– For the gateway, consult with the network administrator.
– If the number was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

10 Press the [OK] key.

The message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.

11 Press the [Reset] key in the control panel.

– After the screen shown below appears, turn the machine off, then on again to restart it.

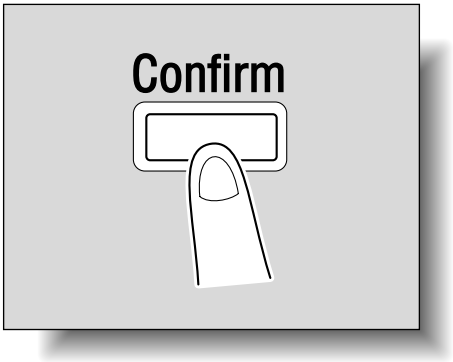
– In order to apply the new settings, the machine must be turned off, then on again to be restarted.

3.4 Printing the settings information

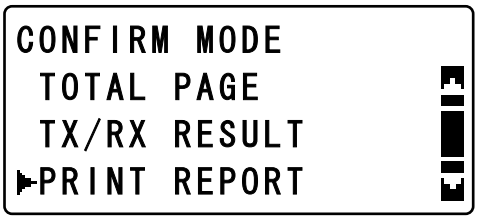
Print the settings information to be able to check the settings.

1 From the control panel, press the [Confirm] key.

The “CONFIRM MODE” menu appears.

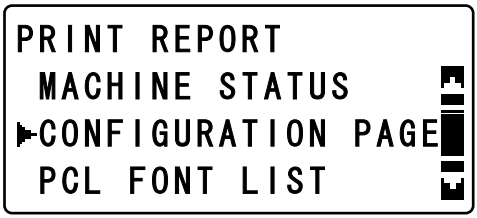


2 Press the [▼] or [▲] key until “PRINT REPORT” is selected, and then press the [OK] key.



The “PRINT REPORT” menu appears.

3 Press the [▼] or [▲] key until “CONFIGURATION PAGE” is selected.



4 Press the [OK] key.

After the message “PRINTING” appears, the settings information is printed.

Note

If “PCL FONT LIST” is selected, the list of printer fonts can be viewed.

3.5 Connecting the computer and this machine over a network

Specify the settings necessary for connecting the computer and this machine over the network and sending a print job through the network from the computer.

The following connection procedures are described in this section.

- Peer-to-peer printing
  - Windows 98 SE/Windows Me
- LPR printing
  - Windows 2000
- PORT9100 printing
  - Windows 2000/Windows XP/Windows Server 2003/Windows Vista
- IPP printing
  - Windows 2000/Windows XP/Windows Server 2003/Windows Vista
- Connecting the NetWare server and this machine
  - Specifying the NetWare 4.x/5.x/6 print server mode settings
  - Specifying the NetWare 4.x/5.x/6 remote printer mode settings
  - Specifying the NetWare 5.x/6 Novell Distributed Print Service (NDPS) settings
  - Specifying print settings for the NetWare client (Windows)

Peer-to-peer printing

Compatible operating systems: Windows 98 SE/ Windows Me

...

Reminder

Before specifying settings, check that the following preparations have been completed.
The computer can communicate using the TCP/IP protocol.
This machine can communicate using the TCP/IP protocol.
The printer driver is installed on the computer.

(For details on installing the PCL driver, refer to "Installing the printer driver by using the Add Printer Wizard" on page 2-15. If the GDI driver is to be installed, refer to the User's Guide for the GDI printer controller, included with this machine.)

1 On the Start menu, point to "Settings", and then click "Printers" to open the Printers folder.

2 Right-click the icon for the installed printer.

3 Click "Properties" to open the Properties dialog box.

4 Click the Details tab, and then click the [Add Port] button.

5 Select “Other”, and then select “Peer2Peer” from the “list of port types”.

6 Click the [OK] button.

7 Type in the IP address of this machine, and then click the [OK] button.

8 Click the [Apply] or the [OK] button.

LPR printing

Compatible operating systems: Windows 2000

Reminder

Before specifying settings, check that the following preparations have been completed.
The computer can communicate using the TCP/IP protocol.
This machine can communicate using the TCP/IP protocol.
The printer driver is installed on the computer.

(For details on installing the PCL driver, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15. If the GDI driver is to be installed, refer to the User’s Guide for the GDI printer controller, included with this machine.)

1 On the Start menu, point to “Settings”, and then click “Printers” to open the Printers folder.

2 Right-click the icon for the installed printer.

3 Click “Properties” to open the Properties dialog box.

4 Click the Ports tab, and then click the [Add Port] button.

5 In the Printer Ports dialog box, select “Standard TCP/IP Port”, and then click the [New Port] button.

6 After the Add Standard TCP/IP Printer Port Wizard starts up, click the [Next] button.

7 Type the IP address of this machine into the “Printer Name or IP Address” box, and then click the [Next] button.

8 Select “Custom”, and then click the [Settings] button.

9 Select “LPR” in the protocol group box, type the queue name in the “Queue Name” box of the “LPR Settings” group box, and then click the [OK] button.

– Type in a queue name that begins with a letter (for example, “print”).

10 Click the [Next] button.

11 Click the [Finish] button.

12 Click the [Close] button.

13 Click the [Close] or [Apply] button.

PORT9100 printing

Compatible operating systems: Windows 2000/Windows XP/Windows Server 2003/Windows Vista

...

Reminder

Before specifying settings, check that the following preparations have been completed.
The computer can communicate using the TCP/IP protocol.
This machine can communicate using the TCP/IP protocol.
The printer driver is installed on the computer.

(For details on installing the PCL driver, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15. If the GDI driver is to be installed, refer to the User’s Guide for the GDI printer controller, included with this machine.)

1 For Windows 2000: On the Start menu, point to “Settings”, and then click “Printers” to open the Printers folder.

For Windows XP/Server 2003: On the Start menu, click “Control Panel”, then “Printers and Other Hardware”, and then click “View installed printers or fax printers” to open the Printers and Faxes folder.

For Windows Vista: On the Start menu, click “Control Panel”, then “Hardware and Sound”, and then click “Printers” to open the Printers folder.

2 Right-click the printer icon.

3 Click “Properties” to open the Properties dialog box.

4 Click the Ports tab, and then click the [Add Port] button.

5 In the Printer Ports dialog box, select “Standard TCP/IP Port”, and then click the [New Port] button.

6 After the Add Standard TCP/IP Printer Port Wizard starts up, click the [Next] button.

7 Type the IP address of this machine into the “Printer Name or IP Address” box, and then click the [Next] button.

8 Select “Custom”, and then click the [Settings] button.

9 Select “RAW”.

10 Type “9100” for the port number in the “RAW Settings” group box, and then click the [OK] button.

11 Click the [Next] button.

12 Click the [Finish] button.

13 Touch [Close].

14 Click the [Close] or [Apply] button.

IPP printing

Compatible operating systems: Windows 2000/Windows XP/Windows Server 2003/Windows Vista

Note

In order to use IPP, the IPP settings must be enabled from PageScope Web Connection (PSWC). Refer to “Checking IPP-related settings from PageScope Web Connection” on page 3-19.

...

Reminder

Before specifying settings, check that the following preparations have been completed.
The computer can communicate using the TCP/IP protocol.
This machine can communicate using the TCP/IP protocol.
The printer driver is installed on the computer.

(For details on installing the PCL driver, refer to "Installing the printer driver by using the Add Printer Wizard" on page 2-15. If the GDI driver is to be installed, refer to the User's Guide for the GDI printer controller, included with this machine.)

Checking IPP-related settings from PageScope Web Connection

For details on PageScope Web Connection, refer to "Using PageScope Web Connection" on page 11-1.

1 Start up PageScope Web Connection.

2 Type in the password to log on to the Administrator mode.

– For the password, consult with the network administrator.

3 Click the Network tab, and then click "IPP Configuration" in the menu.

4 Make sure that the "Enable IPP" check box is selected. If the check box is not selected, IPP printing cannot be performed.

IPP printing connections

Establish the IPP printing connection. The IPP printing connection must be set up starting from the installation of the printer driver. (For details on installing the PCL driver, refer to “Installing the printer driver by using the Add Printer Wizard” on page 2-15. If the GDI driver is to be installed, refer to the User’s Guide for the GDI printer controller, included with this machine.)

1 For Windows 2000: On the Start menu, point to “Settings”, and then click “Printers” to open the Printers folder.

For Windows XP/Server 2003: On the Start menu, click “Control Panel”, then “Printers and Other Hardware”, and then click “View installed printers or fax printers” to open the Printers and Faxes folder.

For Windows Vista: On the Start menu, click “Control Panel”, then “Hardware and Sound”, and then click “Printers” to open the Printers folder.

2 Start up the Add Printer Wizard, and then click the [Next] button.

3 Select “A Network printer or printer attached to another computer”, and then click the [Next] button.

4 Select “Connect to a printer on the Internet or on a home or office network”.

5 Type “http://<this_machine_IP_address>/ipp.cgi” into the URL field.

– (Example) If the IP address for this machine is 192.168.1.20: http://192.168.1.20/ipp.cgi

6 When the [Next] button is clicked, a confirmation message appears.

7 Click the [OK] button.

8 Follow the instructions that appear in order to finish the installation of the printer driver.

Connecting the IPP printing NetWare server and this machine

Connecting the NetWare server and this machine

NetWare version	Protocol	Emulation	Service mode
NetWare 4.x	IPX	NDS / Bindery	Pserver / Nprinter
NetWare 5.x / 6	IPX	NDS / Bindery	Pserver / Nprinter
	TCP/IP		NDPS(lpr)

Specifying the NetWare 4.x/5.x/6 print server mode settings

1 Log on with Administrator privileges.

2 Start up NWadmin.

3 Select the print server system or category container, and then select "Print service quick setup" from the tool menu.

4 Type in the print server name, printer name, print queue name and volume name, select "Other/Unknown" as the printer type, and then save the specified settings.

– For queue user privileges, the printer notification option, assignment of multiple queues, and passwords, refer to the NetWare documentation, and specify settings as necessary.

5 Start up PageScope Web Connection, click the Network tab in Administrator mode, select "NetWare Configuration", and then specify the following settings for this machine.

– For details on using PageScope Web Connection, refer to "Using PageScope Web Connection" on page 11-1.

6 From the NetWare Server console, load MONITOR.NLM.

7 Select the connection settings, and check that the PServer you created is listed in the active connections section.

Parameter	NDS	Bindery
NetWare Configuration*	Enable NetWare (Select the check box to enable it.)	
Frame Type*	AutoDetect (Select the frame type according to the network environment.)	
Print Server Name	Print server name created in step 4	
NDS Context Name	Name of the context that connects to PServer	Not necessary to specify
Print Server Password	Specify only when setting from the NetWare Server.	

Parameter	NDS	Bindery
Password Retype	Specify only when setting from the NetWare Server.	
Preferred File Server	Not necessary to specify	Name of the file server that connects to PServer
Preferred NDS Tree	Name of the tree where Pserver logs on	Not necessary to specify
Print Queue Scan Rate*	1 (Change as necessary.)	
Mode*	Pserver	
Printer Number	1 (Change according to the setting.)	
Connection Mode	Directory Services	Bindry

After changing the settings for parameters marked with an asterisk (*), turn the machine off, then on again.

Specifying the NetWare 4.x/5.x/6 remote printer mode settings

1 Log on with Administrator privileges.

2 Start up NWadmin.

3 Select the organization performing the print service or the category container, and then select “Print service quick setup” from the “Tools” menu.

4 Type in the print server name, printer name, print queue name and volume name, select “Remote parallel, LTP1” as the printer type, and then save the specified settings.

– For queue user privileges, the printer notification option, assignment of multiple queues, and passwords, refer to the NetWare documentation, and specify settings as necessary.

5 Start up PageScope Web Connection, click the Network tab in Administrator mode, select “NetWare Configuration”, and then specify the following settings for the copier.

– For details on using PageScope Web Connection, refer to “Using PageScope Web Connection” on page 11-1.

6 From the NetWare Server console, load PSERVER.NLM.

7 From the NetWare Server console, display the printer server screen, and check that the printer name entered in step4 is displayed for Printer0 and that it is listed as “waiting for job”.

Parameter	NDS	Bindery
NetWare Configuration*	Enable NetWare (Select the check box to enable it.)	
Frame Type*	AutoDetect (Select the frame type according to the network environment.)	
Print Server Name	Print server name created in step 4	
NDS Context Name	Name of the context that connects to PServer	Not necessary to specify
Print Server Password	Specify only when setting from the NetWare Server.	
Password Retype	Specify only when setting from the NetWare Server.	
Preferred File Server	Not necessary to specify	Name of the file server that connects to PServer
Preferred NDS Tree	Name of the tree where Pserver logs on	Not necessary to specify
Print Queue Scan Rate*	1 (Change as necessary.)	
Mode*	Nprinter	
Printer Number	1 (Change according to the setting.)	
Connection Mode	Directory Services	Bindry

After changing the settings for parameters marked with an asterisk (*), turn this machine off, then on again.

Specifying the NetWare 5.x/6 Novell Distributed Print Service (NDPS) settings

Reminder

Before specifying NDS settings, make sure that NDPS Broker and NDPS Manager have been created and loaded.

Check that the NetWare server is set to use the TCP/IP protocol. Specify the IP address for the controller and check that it has started.

Creating an NDPS printer agent

1 Log on with Administrator privileges.

2 Start up NWadmin.

3 Right-click the name of the organization or department container where you want to create the printer agent, and then select “NDPS printer”.

4 In the “NDPS Printer Name” box, type the printer name.

5 In the “Printer Agent Source” box, select “Create New Printer Agent”, and then click the [Create] button.

6 Check the printer agent name, and then browse for the NDPS Manager to specify it in the “NDPS Manager Name” box.

7 Under “Gateway Types”, select “Novell Printer Gateway” to register it.

8 In the Novell PDS setting dialog box, select “(No)” for printer and “Novell Port Handler” for the port handler.

9 In the connection type dialog box, select “Remote Printer LPR/TCPIP”.

10 Type in the IP address specified for the controller as the host address and the queue name as the printer name to complete the registration. (Sample queue name: print)

11 The printer driver registration dialog box appears, but select “None” for all operating system to finish the registration.

– For printer user privileges, the printer notification option and assignment of queues, refer to the NetWare documentation, and specify settings as necessary.

Specifying print settings for the NetWare client (Windows)

1 On the Start menu, point to “Settings”, click “Printers”, and then double-click the Add Printer icon.

2 Browse the network to specify the created queue (or NDPS printer) in the “Printer Port” box.

3 Select the printer driver.

4 Follow the Wizard instructions to complete the installation.

4 Specifying printer driver settings

Descriptions on the printer driver settings available when printing from a computer are provided below.

4.1 Printer driver settings dialog box

Displaying the settings dialog box

Select the printer in the Printers and Faxes window (the Printers window in Windows Vista/2000/Me/98 SE), and then display the printer driver settings dialog box. The settings specified in this dialog box are applied to all applications.

1 Open the Printers and Faxes window (or the Printers window).

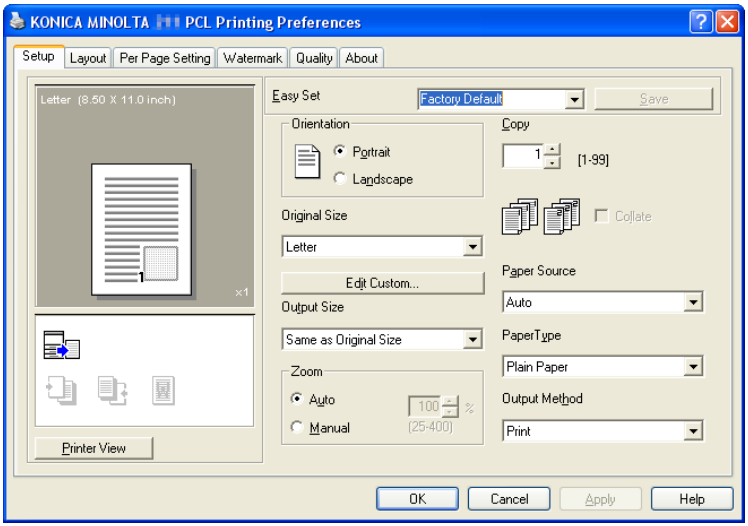
- For Windows XP/Server 2003, click the [Start] button, and then click “Printers and Faxes”.
- For Windows Vista, click the [Start] button, click “Control Panel”, click “Hardware and Sound”, and then click “Printers”.
- For Windows 2000/Me/98 SE, click the [Start] button, point to “Settings”, and then click “Printers”.

2 In the Printers and Faxes window (or the Printers window), select the printer icon for this machine.

3 Select the command for displaying the printer driver settings dialog box.

- With Windows XP/Server 2003/Vista/2000, right-click the icon for the installed printer, and then click “Printing Preferences”.
- With Windows Me/98 SE, click “Properties” on the “File” menu.

The following printer driver settings dialog box appears.



Note

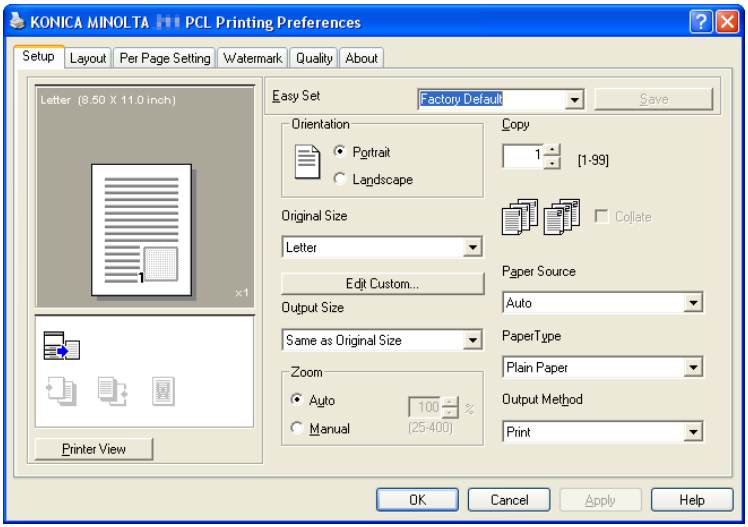
To change the settings for each job to be printed, click the [Properties] button (or the [Preferences] button) in the Print dialog box, which appears when "Print" is clicked in the application. The settings specified in the dialog box displayed from the Print dialog box are only applied temporarily, and the settings return to those in the printer driver settings dialog box when the application is exited.

A program containing specified driver settings can be registered and recalled when needed by using the Easy Set function. For details on the Easy Set function, refer to "Easy Set" on page 4-10.

To display the Device Options tab in Windows XP/Server 2003/Vista/2000, right-click the icon for the installed printer in the Printers and Faxes window (or the Printers window), and then click "Properties".

Printing Preferences dialog box

Printing settings can be specified from the printer driver settings dialog box.



Note

To display the Printing Preferences dialog box in Windows XP/Server 2003/Vista/2000, right-click the icon for the installed printer in the Printers and Faxes window (or the Printers window), and then click "Printing Preferences".

To display the Printing Preferences dialog box in Windows Me/98 SE, click "Properties" on the "File" menu of the Printers window.

Tab	Item	Description
Setup	Orientation	Select the paper orientation of the document.
	Original Size	Specify the paper size for the document.
	[Edit Custom] button	Specify a user-defined paper size.
	Output Size	Specify the size of paper to be printed on. If this size is different from the original document size, the image will automatically be enlarged or reduced.
	Zoom	Specify the enlargement or reduction ratio.
	Copy	Specify the number of copies to be printed.
	Collate	Select whether multiple copies of a multi-page document is to be printed by set or by page.
	Paper Source	Select the paper drawer that is to be used.
	Paper Type	Select the type of paper that is to be used.
	Output Method	Select the output method.
Layout	Combination	Multiple document pages can be printed together on a single sheet of paper.
	[Combination Details] button	Settings such as the number of pages printed on a single sheet of paper and the printing order can be specified as combination details.
	Double Sides	Select whether pages are printed double-sided.
	Binding Position	Select the binding position.
Per Page Setting	Front Cover Page	Select whether a document page is printed on the front cover.
	Front Cover Paper Source	Select the paper drawer loaded with paper for the front cover.
	Media Type	Select the type of paper used for the front cover.
	Back Cover Page	Select whether a document page is printed on the back cover.
	Back Cover Paper Source	Select the paper drawer loaded with paper for the back cover.
	Media Type	Select the type of paper used for the back cover.
Watermark	Watermark Select	Select whether the document is printed overlapping a watermark (text stamp).
	1st Page Only	Select if the watermark is printed only on the first page.
	[New] button	Create new watermarks.
	[Edit] button	Change the watermarks.
	[Delete] button	Delete a watermark.

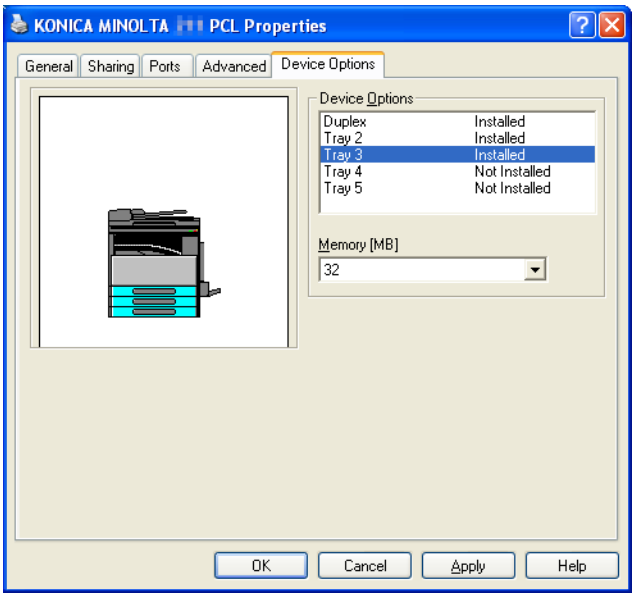
Tab	Item	Description
Quality	Resolution	Specify the print resolution.
	[Adjustment] button	Specify the brightness and contrast.
	[Font Settings] button	Select whether TrueType fonts or printer fonts are used during printing.
	Toner Save	Select whether or not to print while controlling toner consumption.
About	-	Shows the software version information.

Properties dialog box

Installed options can be selected from the Properties dialog box for the printer driver.

Reminder

If the options installed on the machine are not specified from the Device Options tab, the functions available with the option cannot be used from the printer driver. Be sure to specify the corresponding settings when options are installed.



Note

To display the Device Options tab, right-click the icon for the installed printer in the Printers and Faxes window (or the Printers window), and then click "Properties".

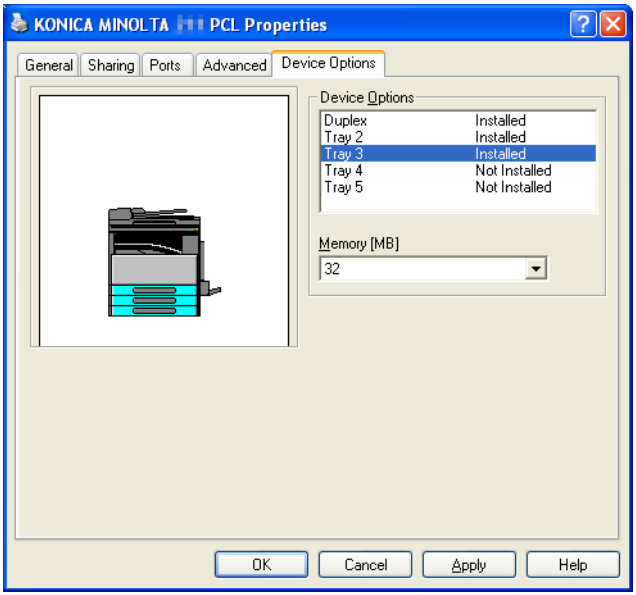
Tab	Item	Description
Device Options	Device Options	Specify the settings for the installed paper drawers.
	Memory	Specify the size of the installed memory.

4.2 Device Options tab

Specify whether or not options are installed so that the options installed on the machine can be used from the printer driver.

Reminder

If the options installed on the machine are not specified from the Device Options tab, the functions available with the option cannot be used from the printer driver. Be sure to specify the corresponding settings when options are installed.



Note

To display the Device Options tab, right-click the icon for the installed printer in the Printers and Faxes window (or the Printers window), and then click "Properties".

Device Options

Specify the settings for the installed paper drawers.

From the “Device Options” list, double-click the names of installed paper drawers to specify that it is installed. Double-click the name again to return the setting to “Not Installed”.

Memory

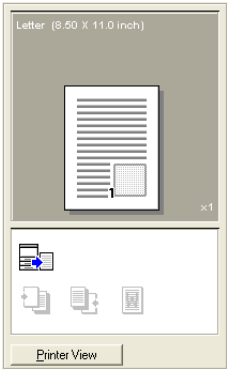
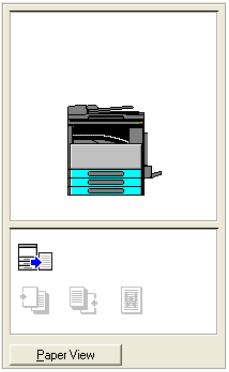
Specify the size of the installed memory.

Click [▼] on the right side of the “Memory” box, and then select the size of the installed memory.

4.3 Common operations

This section contains descriptions of buttons and functions common to all tabs of the dialog box. The actual buttons may appear differently depending on the operating system.

Common items

Button	Description
[OK] button	Click this button to apply the specified settings and close the dialog box.
[Cancel] button	Click this button to cancel the specified settings (not apply them) and close the dialog box.
[Apply] button	Click this button to apply the specified settings without closing the dialog box. This button is not displayed on the setting screen that appears when the [Properties] button (or the [Preferences] button) is clicked in the Print dialog box of the application.
[Help] button	When this button is clicked, help information for the currently displayed settings appears.
Preview	Shows a preview of the specified paper settings or shows the printer status. Click the button in the lower-left corner of the preview to change it between [Paper View] and [Printer View] and to select the preview display. When the [Paper View] preview is selected, a sample page layout for the currently selected settings is displayed so that an image of the print result can be checked. When the [Printer View] preview is selected, an image of the printer configuration, including the options, such as the paper drawers, currently installed on the machine, is displayed. The paper drawers selected in the “Paper Source” list on the Setup tab appear in light blue.  Paper View  Printer View

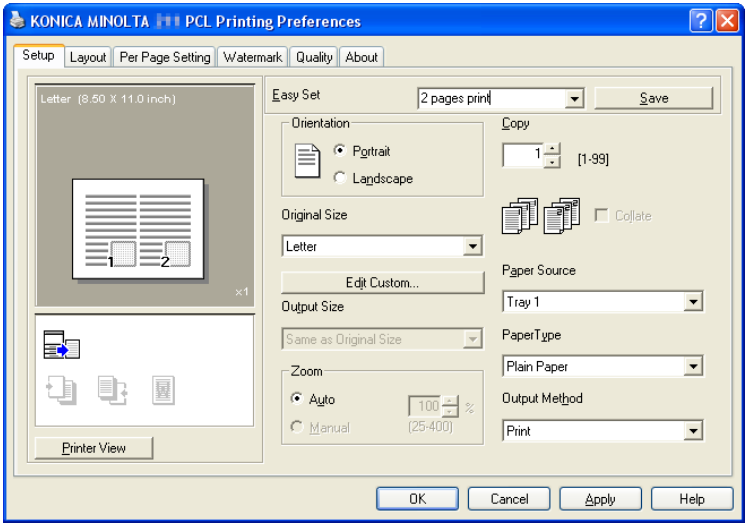
Button	Description
Easy Set	The currently specified settings can be registered as a program to be recalled later.

Easy Set

The currently specified settings can be registered as a program to be recalled later when you wish to use those settings again.

1 Change the driver settings on the Setup and Layout tabs.

2 In the “Easy Set” box, type the name of the program.



3 Click the [Save] button.

The settings program is registered.

Note

To recall a registered program, select it from the list.

To change the name of the registered program, select the program from the list, and then type in the new program name. The button changes to the [Rename] button. To change the program name, click the [Rename] button.

To delete a registered program, select the program from the list. The button changes to the [Delete] button. To delete the program name, click the [Delete] button.

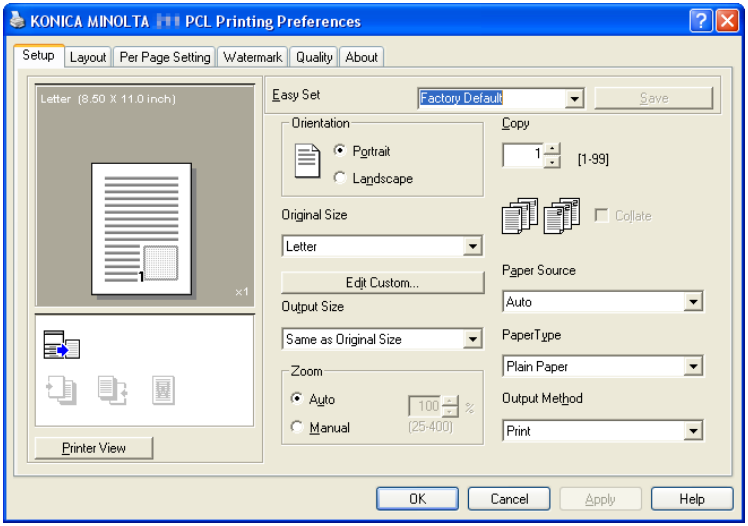
If "Factory Default" is selected from the list, all settings return to their defaults.

A maximum of 20 characters can be entered for the registered name.

A maximum of 31 programs can be registered.

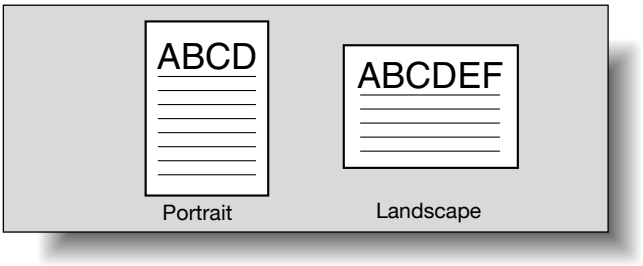
4.4 Setup tab

From the Setup tab, settings can be specified for the document and paper to be printed on. The number of copies to be printed and the orientation of the printed image can also be specified.



Orientation

Select whether to print the document in the portrait or landscape orientation.



Original Size

From the drop-down list, click the paper size for the document to select it.

The following standard paper sizes are available.

Setting	Actual size
Letter	8 1/2 × 11 in.
Legal	8 1/2 × 14 in.
11 × 17	11 × 17 in.
A3	297 × 420 mm
A4	210 × 297 mm
A5	148 × 210 mm
B4	257 × 364 mm
B5	182 × 257 mm
Env.Com10	4 1/8 × 9 1/2 in.
Env.DL	110 × 220 mm
Env.C6Envelope	114 × 162 mm
FLS 8 1/4 × 13	210 × 330 mm
FLS 8 1/2 × 13	216 × 330 mm

Setting	Actual size
FLS	220 × 330 mm
FLS 8 1/8 × 13 1/4	206 × 337 mm
FLS 8 × 13	203 × 330 mm
11 × 14	11 × 14 in.
Invoice	5 1/2 × 8 1/2 in.
Env.You-1	120 × 176 mm
Env.You-4	105 × 235 mm
Env.You-6	98 × 190 mm
8K	270 × 390 mm
16K	195 × 270 mm
Hagaki	100 x148 mm
Env.C6 3/4	3 5/8 × 6 1/2 in.

Note

If "Hagaki" is selected, select the "Hagaki" paper setting for Tray 1 from the control panel of the machine.

"Hagaki" and the envelope and non-standard sizes can be selected when "Paper Source" is set to "Auto", "Tray 1" or "Bypass".

When "Paper Type" is set to "OHP", only "Letter" and "A4" are available.

Edit Custom

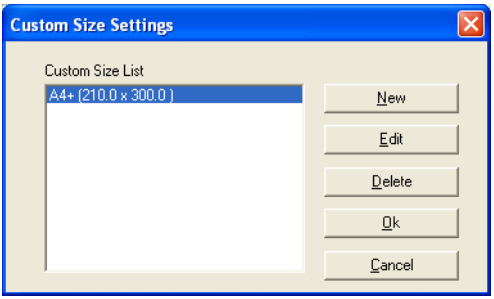
A paper size that does not appear in the list can be registered as a custom size.

1 Click the [Edit Custom] button on the Setup tab.

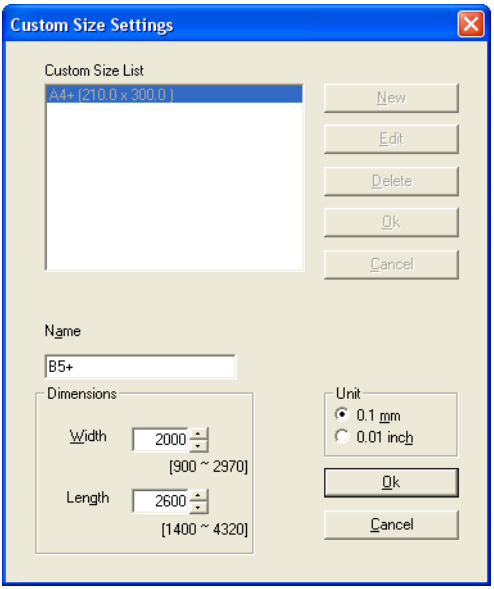
The Custom Size Settings dialog box appears.

2 Click the [New] button.

The Custom Size Settings dialog box enlarges to display settings for specifying the paper size.



3 In the “Name” box, type the name of the paper size.



4 In the “Dimensions” group box, specify the width and length of the paper.

– To change the units for specifying the paper size, select the desired setting in the “Unit” group box.

5 Click the [OK] button in the lower-right corner of the Custom Size Settings dialog box.

The paper size settings in the Custom Size Settings dialog box are hidden.

6 Click the [OK] button in the Custom Size Settings dialog box.

The non-standard size is registered and can be selected from the list of paper sizes.

Note

To change the width and length of a registered non-standard size, select the paper size in the Custom Size Settings dialog box, click the [Edit] button, and then change the settings. The name cannot be changed.

To delete a registered non-standard size, select the paper size in the Custom Size Settings dialog box, and then click the [Delete] button.

A maximum of 20 characters can be entered for the registered name.

A maximum of 32 sizes can be registered.

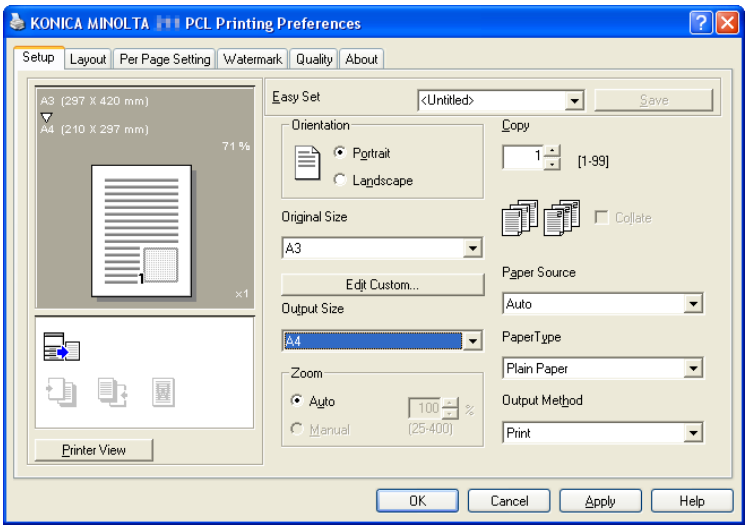
Output Size

Select the size of paper that is to be used for printing.

The available standard paper sizes are same as those available in the “Original Size” list.

If the paper size is different from the size selected in the Original Size list, the document image will be printed enlarged or reduced so that it fits in the selected paper size.

The enlargement/reduction ratio to be used for printing can be checked in the Paper preview.



Note

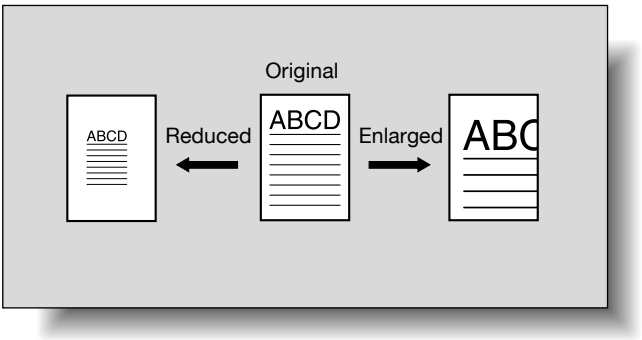
If “Manual” is selected in the “Zoom” group box, a setting cannot be selected from the “Output Size” list.

If any setting other than “Off” is selected in the “Combination” list on the Layout tab, a setting cannot be selected from the “Output Size” list.

Zoom

Specify the enlargement or reduction ratio to be used for printing.

Select “Manual”, and then type in a number between 25% and 400%, or click the arrows to specify a setting.



Note

If any setting other than “Same as Original Size” is selected in the “Output Size” list, “Manual” cannot be selected.

Copy

Specify the number of copies to be printed.

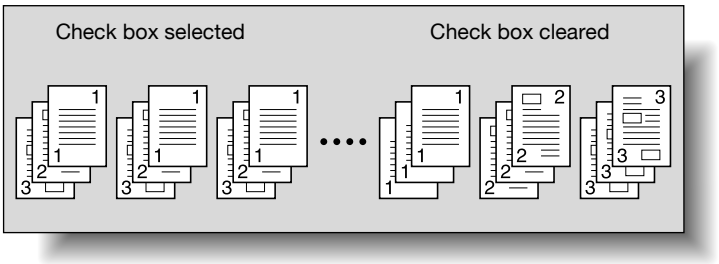
Type in a number between 1 and 99, or click the arrows to specify a setting.

Collate

When printing multiple copies of the same document, select whether the entire document is printed one copy at a time or whether the specified number of copies are printed one page at a time.

When the “Collate” check box is selected, the entire document is printed one copy at a time. For example, if “Copy” is set to “5”, the entire document (from the first page to the last page) is printed five times.

When the “Collate” check box is cleared, the specified number of copies are printed one page at a time. For example, if “Copy” is set to “5”, the first page of the document is printed five times, and then the second page is printed five times. Printing continues until the last page is printed five times.



Note

Depending on the application being used, the Collate setting may not be applied. If Collate is specified from the printer driver, Collate cannot be used in the application.

If “1” is specified in the “Copy” box, Collate is not available.

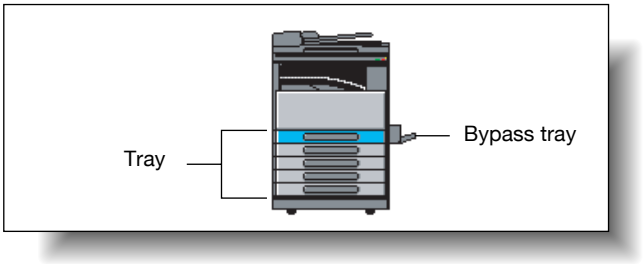
Paper Source

Select the paper drawer loaded with the paper.

If “Auto” is selected, the paper drawer loaded with paper of the size specified in the “Output Size” list is used.

The available settings differ depending on the options that are installed.

Settings: Tray 1, Tray 2 through Tray 5 (options), Bypass



Note

If “Hagaki” or an envelope or non-standard size is selected in the “Original Size” list, only “Tray 1” and “Bypass” are available.

Only “Tray 1” and “Bypass” are available when “Paper Type” is set to “OHP”, “Thick Paper” or “Envelope”.

Paper Type

Select the type of paper to be printed on.

Settings: Plain Paper, OHP, Thick Paper, Envelope

Note

A setting can be selected only when “Paper Source” is set to “Tray 1” or “Bypass”.

“OHP” can be selected only when “Original Size” is set to “Letter” or “A4”.

Output Method

Select the printing method.

Not only can data be printed directly, but “Secure Print” is also available, which requires a password for printing from this machine.

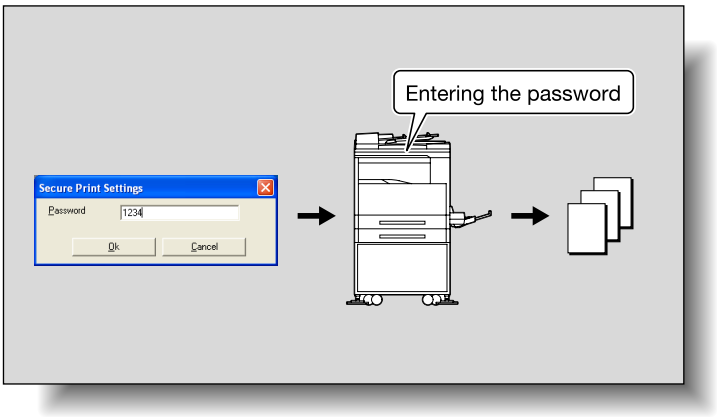
Settings: Print, Secure Print

Note

“Secure Print” is available only if the optional expanded memory unit is installed.

Using secure printing

A password can be specified for a document. The document printed from a computer is temporarily saved in the machine’s memory and is printed when the password is entered with the machine’s control panel. Select this setting when printing highly confidential documents.



Specifying secure printing from the printer driver

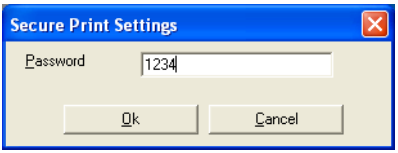
1 Click the Setup tab.

2 From the “Output Method” drop-down list, select “Secure Print”.

A screen appears, allowing you to type in the password.

3 Type in the password, and then click the [OK] button.

– Specify the 4-digit password between 0000 and 9999.



4 The print job is sent.

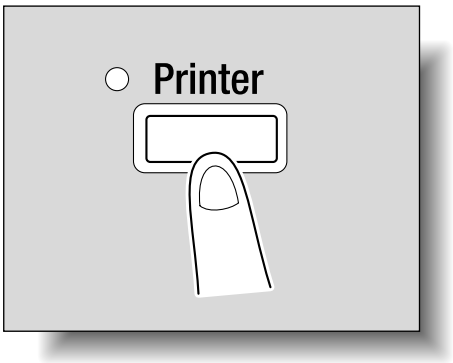
– Normal printing is performed when printing is specified from an application.

Printing from the machine

The password must be entered from the control panel of the machine in order to print a document with a password specified when “Secure Print” is selected in the printer driver.

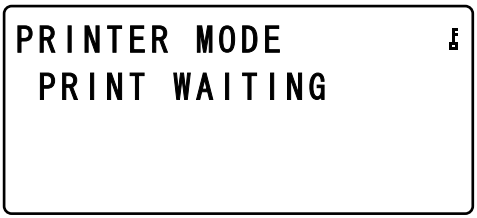
1 Check that the “Printer” indicator is flashing or is lit, and then press the [Printer] key.

The Print mode screen appears.

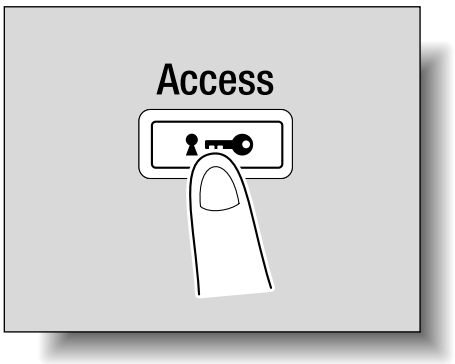


2 Check that the key icon appears in the upper-right corner of the screen.

– The key icon appears if the memory contains a secure print document.

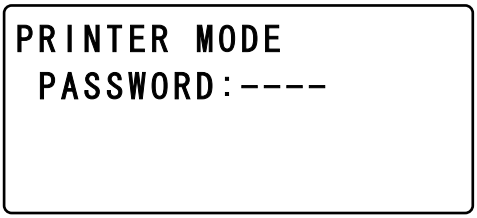


3 Press the [Access] key.



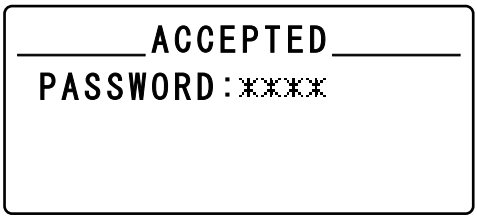
4 When “PASSWORD: – – – –” appears, type in the password.

– Type in the same numbers specified as the password from the printer driver.



5 Check that the document can be printed.

If the password is correct, the following screen appears, and the job is printed.

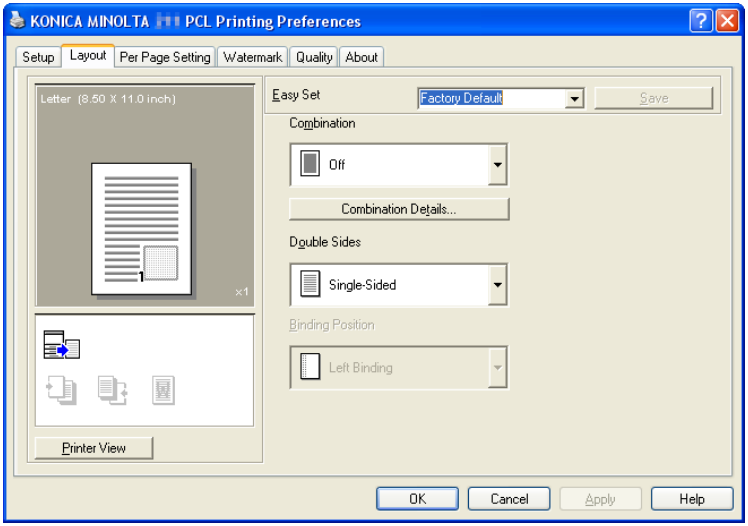


Note

If there are multiple secure print jobs with the same password, all of those secure print jobs are printed.

4.5 Layout tab

From the Layout tab, select the number of document pages to be printed on a single sheet of paper.



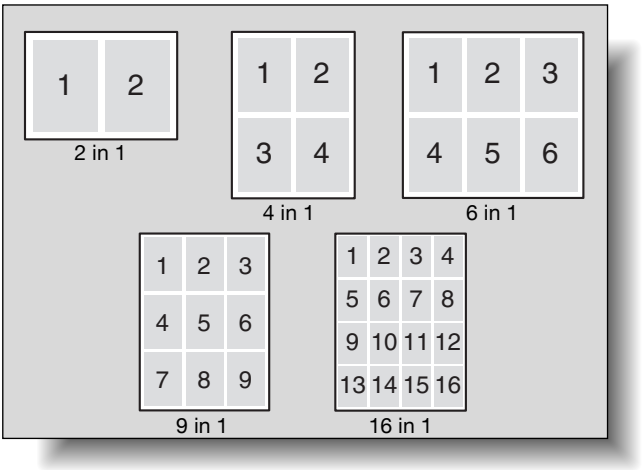
Combination

Multiple document pages can be printed together on a single sheet of paper. Use combined printing to economize on the number of printed pages.

From the drop-down list, select the number of pages to be printed on a single sheet of paper.

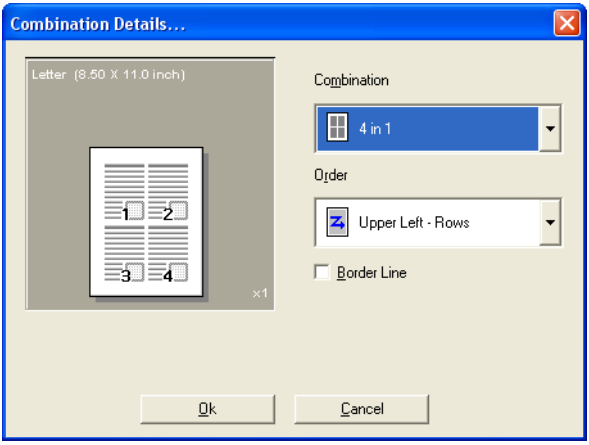
For example, if “2 in 1” is selected, two pages will be printed on a single sheet of paper. If “Off” is selected, one page is printed on a single sheet of paper.

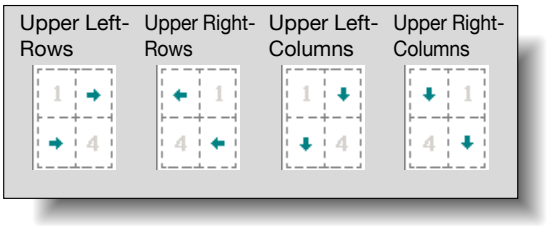
Settings: Off, 2 in 1, 4 in 1, 6 in 1, 9 in 1, 16 in 1



Combination Details

Click the [Combination Details] button to specify the printing order and whether or not to print page outlines.



Combination	Select the number of pages to be printed on a single sheet of paper. This is the same setting selected in the “Combination” list on the Layout tab.
Order	When multiple pages are printed on a single sheet of paper, select the direction and order for printing the pages. Settings: 
Border Line	Select this check box to print an outline around each page when multiple pages are printed on a single sheet of paper.

Double-sided printing

Document pages can be printed on both sides of the paper. Print on both sides when binding a multi-page document.

1 Click the Layout tab.

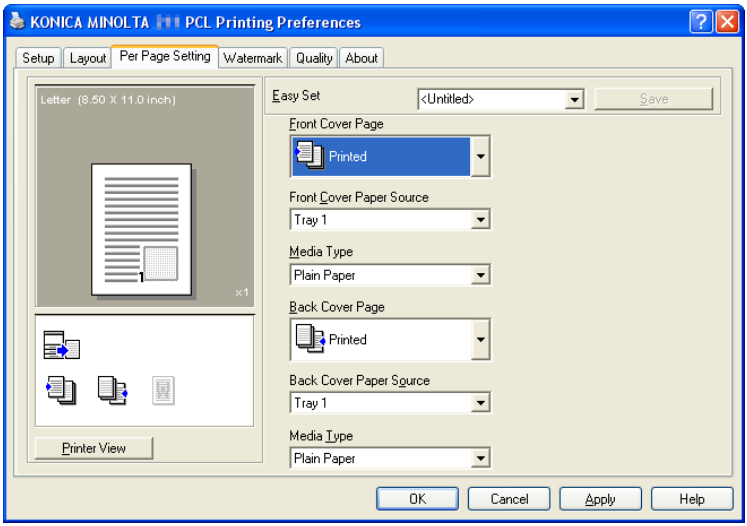
2 From the “Double Sides” drop-down list, select “Double Sided”.

Note
From the “Binding Position” drop-down list, select the desired binding position.

Note
Double sided printing is available only when the optional automatic duplex unit is installed.

4.6 Per Page Setting tab

From the Per Page Setting tab, specify whether or not a cover page is added.



Front Cover Page/Back Cover Page

Select whether or not a cover page is added and whether or not a document page is printed on the cover page.

Settings:

None	No cover page is added, and the entire document is printed on paper from the same paper drawer.
Blank	A blank sheet of paper from the paper drawer specified in the “Front Cover Paper Source” list is added as a cover page.
Printed	The first page of the document is printed on paper from the paper drawer specified in the “Front Cover Paper Source” list and is added as a cover page.

Front Cover Paper Source/Back Cover Paper Source

Select the paper drawer loaded with the paper for the cover pages.

Settings: Tray 1, Tray 2 through Tray 5 (options), Bypass

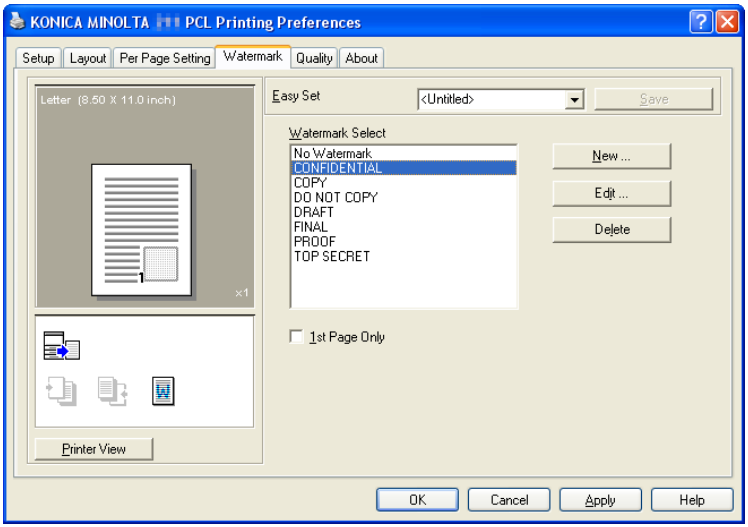
Media Type

Select the type of paper to be used for the cover page.

Settings: Plain Paper, OHP, Thick Paper, Envelope

4.7 Watermark tab

From the Watermark tab, specific text can be printed in the background as a watermark.



Watermark Select

From the Watermark Select list, select the text. A setting is available for specifying whether the watermark is printed on all pages or only on the first page.

Settings: (No Watermark), CONFIDENTIAL, COPY, DO NOT COPY, DRAFT, FINAL, PROOF, TOP SECRET

1. Click the Watermark tab.
2. From the list, select the watermark to be printed.
3. To print the watermark only on the first page, select the “1st Page Only” check box.
   - To print the watermark on all pages, clear the check box.

Creating a new watermark

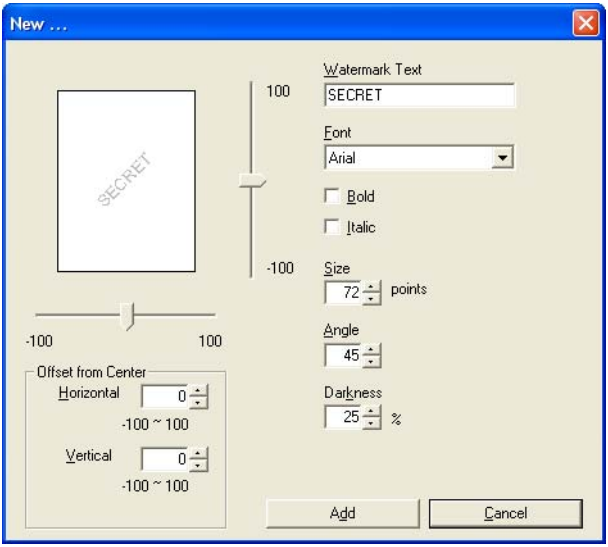
A new watermark can be registered.

1 Click the Watermark tab.

2 Click the [New] button.

The New dialog box appears.

3 In the “Watermark Text” box, type in the text to be used as the watermark.

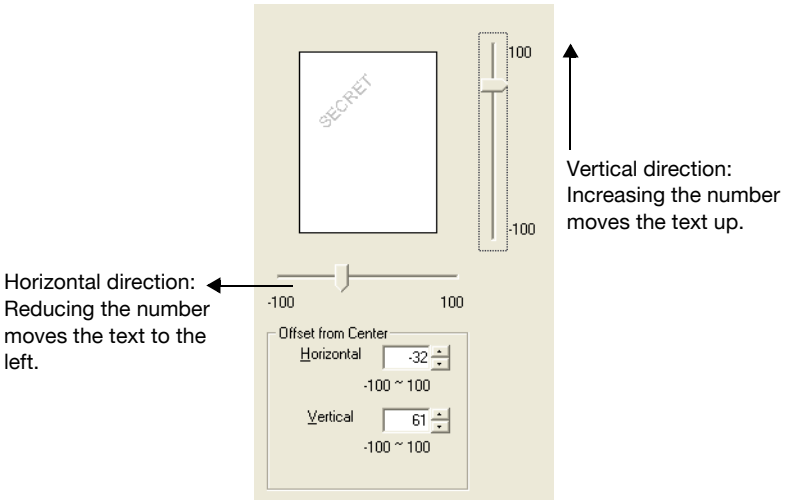


– A maximum of 20 characters can be entered for the text.
– A maximum of 32 watermarks can be registered (including “No Watermark”).

4 Specify the desired settings.

– Font: Select the font for the watermark. Any font installed on the computer can be selected.
– Bold: Select to use bold text.
– Italic: Select to use italic text.
– Size: Specify a character size between 7 and 300 points.
– Angle: Specify the angle that the text is printed on the paper. A setting between 0° and 359° can be specified.
– Darkness: Specify the density of the text. A setting between 10% and 100% can be specified.

– Offset from Center: Specify the horizontal and vertical positions for the location where the text is to be printed. Settings between -100 and 100 can be specified.
– The position can also be changed by using the sliders below and to the right of the preview image.



5 Click the [Add] button.

The watermark is added to the “Watermark Select” list.

Editing a watermark

A registered watermark can be edited to change the text, size and position.

1 Click the Watermark tab.

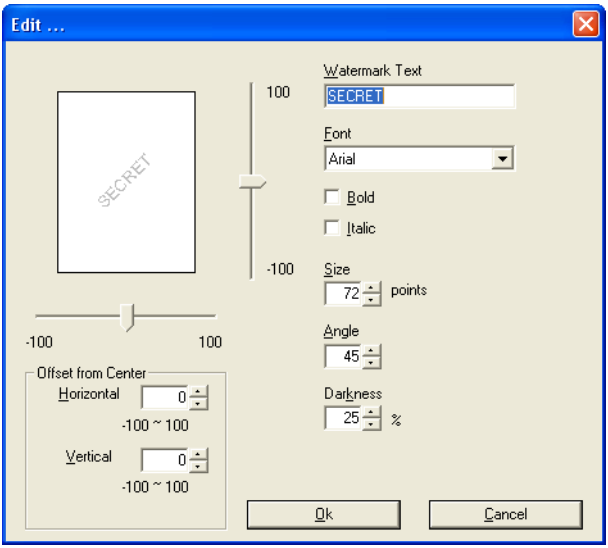
2 From the list, select the watermark to be edited.

3 Click the [Edit] button.

The Edit dialog box appears.

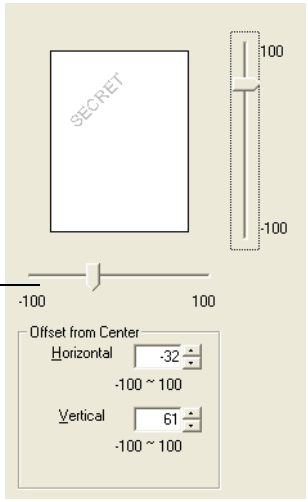
4 Specify the desired settings.

- Watermark Text: Type in the watermark text.
- Font: Select the font for the watermark. Any font installed on the computer can be selected.
- Bold: Select to use bold text.
- Italic: Select to use italic text.
- Size: Specify a character size between 7 and 300 points.
- Angle: Specify the angle that the text is printed on the paper. A setting between 0° and 359° can be specified.
- Darkness: Specify the density of the text. A setting between 10% and 100% can be specified.
- Offset from Center: Specify the horizontal and vertical positions for the location where the text is to be printed. Settings between -100 and 100 can be specified.



- A maximum of 20 characters can be entered for the text.

– The position can also be changed by using the sliders below and to the right of the preview image.



Vertical direction: Increasing the number moves the text up.

Horizontal direction: Reducing the number moves the text to the left.

5 Click the [OK] button.

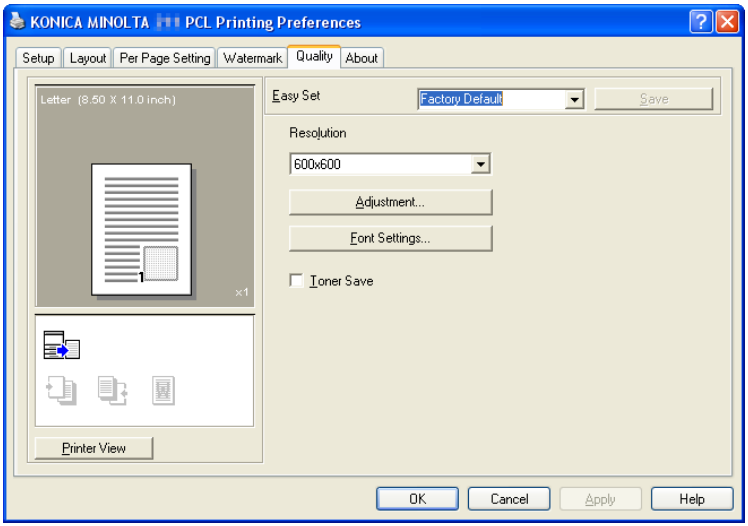
The watermark is changed.

Note

To delete a registered watermark, select the watermark from the list, and then click the [Delete] button.

4.8 Quality tab

From the Quality tab, settings for the print quality can be specified.

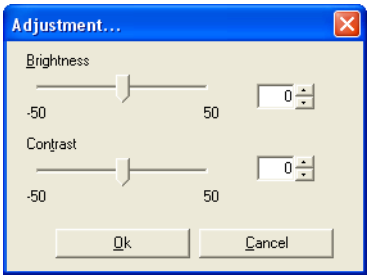


Resolution

From the drop-down list, specify the print resolution.

Adjustment

Click the [Adjustment] button to specify the brightness and contrast.



Brightness	Adjust the brightness of the printed image. A setting between -50 and 50 can be specified. The larger the number, the higher the contrast and the more distinct the image.
Contrast	Adjust the contrast of the printed image. A setting between -50 and 50 can be specified. The larger the number, the brighter the image.

Font Settings

Settings can be specified to replace the TrueType fonts used in Windows with the printer fonts installed on this machine.

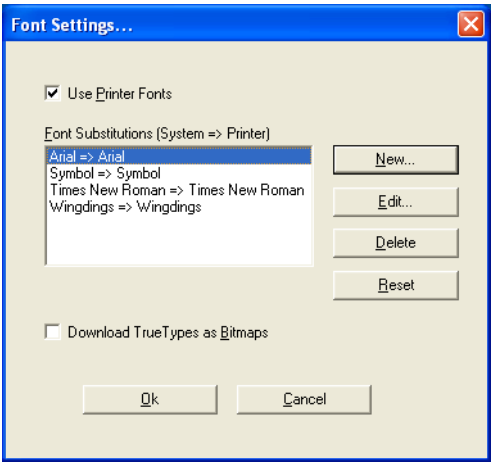
Font Settings

1 Click the Quality tab.

2 Click the [Font Settings] button.

3 Specify the desired settings.

- Use Printer Fonts:
  Select this setting to replace the TrueType fonts with the printer fonts according to the Font Substitutions table.
- Download TrueTypes as Bitmaps:
  Select this setting to download TrueType fonts.



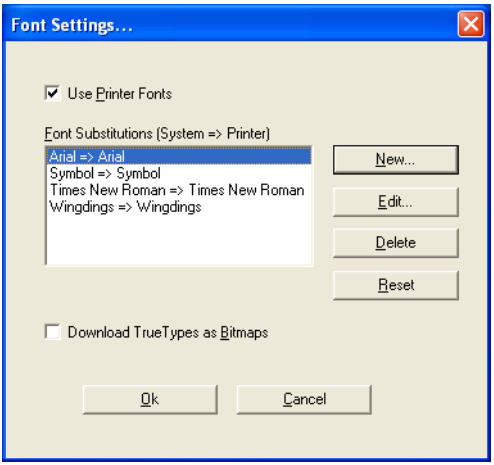
Note

When printer fonts are used, the printing time is reduced, but there may be a difference between the displayed document and the print result.

Specifying the Font Substitutions table

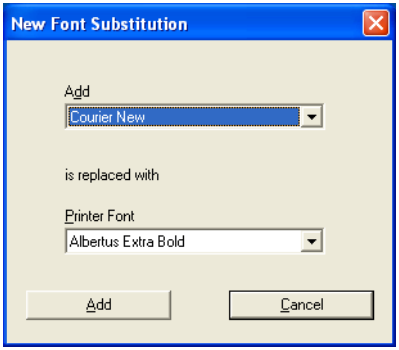
1 Click the [New] button.

– To make changes, select the row containing the font to be changed, and then click the [Edit] button.



2 Select the TrueType font to be replaced at the top, and then select the printer font to be used at the bottom.

– While making changes, the TrueType font cannot be changed.
– If the TrueType font cannot be replaced, a printer font cannot be selected.



3 Click the [Add] button.

– To apply the change, click the [OK] button.

Note

To delete specified replacements, select the row for the font, and then click the [Delete] button.

Toner Save

Select whether or not to print while controlling toner consumption. This can be used when printing test pages.

5 Control panel operations for printing functions

Descriptions on the printing operations that can be performed from the control panel of the machine are provided below.

5.1 Printing operations

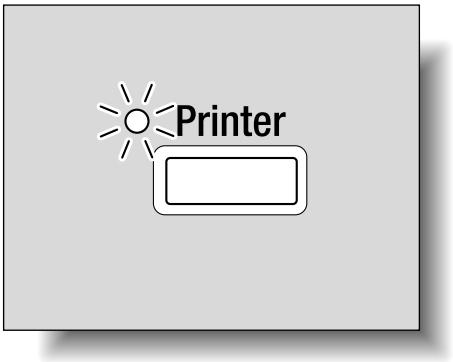
The default mode of the machine is the Copy mode. Normally, when printing is performed from a connected computer, printing begins automatically.

For details, refer to “Starting the print operation” on page 5-2.

To print with “Bypass” selected in the “Paper Source” list on the Setup tab, refer to “Using the manual bypass tray” on page 5-6.

Printer indicator

The “Printer” indicator shows the status of the printer data sent from the computer.



Printer indicator	Printing status
Flashing	• The machine is receiving print data. The indicator also flashes in other modes. • An error has occurred in the machine.
Lit	• Print data is being printed. Instead of flashing, the indicator remains lit when data is being received during printing.
Off	• There is no print data in the machine’s memory.

Starting the print operation

Normally, printing begins when printing is performed from a connected computer.

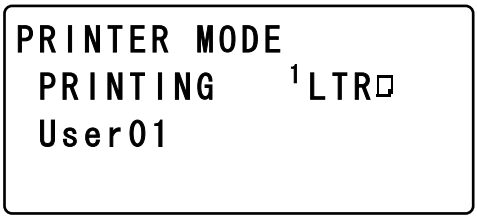
- Normally, when printing is performed from a connected computer, printing begins automatically.
- If a print operation is performed from a connected computer while the machine is copying, printing begins automatically when no copy operation is performed for 30 seconds.
- When using the optional fax kit: If print data is received while fax data is being received, the printing of print data has priority.
  After the reception job is completed in Fax mode, the print data is printed, and then the fax is printed.
- While printing, copy settings can be specified and fax operations can be performed. (Copies and faxes are printed after printouts are printed.)

Canceling a print job

Printing of a print job can be canceled from the control panel of the machine's control panel. However, a print job can only be canceled from the control panel while the machine is in Printer mode.

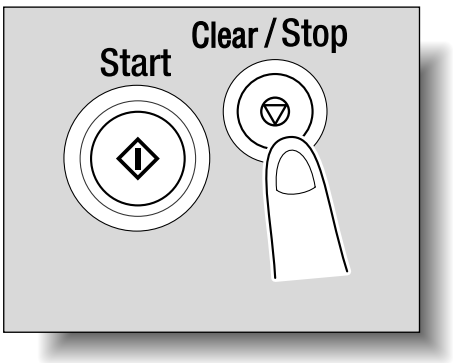
1 Check that the Printer indicator is flashing or is lit, and then press the [Printer] key.

2 Check that "PRINTER MODE PRINTING" appears in the machine's display.



– The message that appears differs depending on the status of the machine.

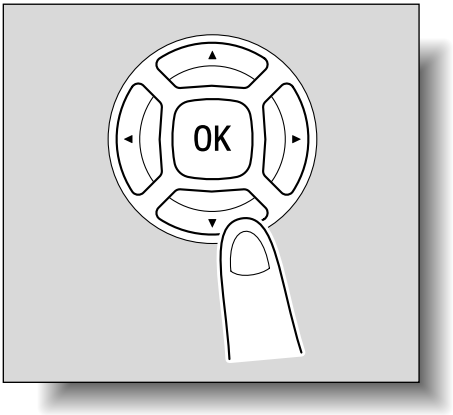
3 Press the [Clear/Stop] key.



The confirmation message "JOB CANCEL" appears.

4 Press the [▲]or [▼] key to select “YES”, and then press the [OK] key.

– To continue printing, select “No”.
– If no key is pressed within five seconds, printing continues.



“ACCEPTED” appears in the display and the print job is canceled.

...

Note

If any of the following messages appear in the display, the print job can also be canceled by repeating steps 2 and 3 from the procedure described above.

PAPER EMPTY

PAPER JAM

PAPER SIZE ERROR

RESET PAPER

NO SUITABLE PAPER

UPPER TRAY FULL

REMOVE PAPER IN BYPASS TRAY

LOAD PAPER

INCORRECT PAPER SIZE

MEDIA TYPE ERROR

RECEIVING

FRONT COVER OPEN

1st SIDE COVER OPEN

DUPLEX COVER OPEN

TONER EMPTY

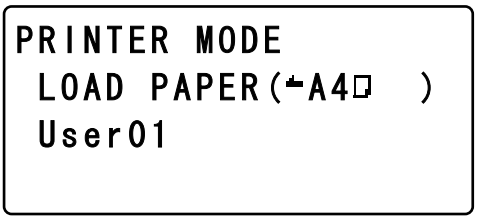
Using the manual bypass tray

Follow the procedure described below when using the manual bypass tray to print one page at a time.

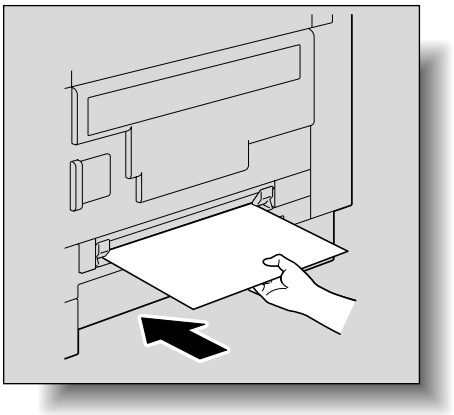
1 From the computer, display the Setup tab for the printer driver, and then select “Bypass” in the “Paper Source” list (page 4-19).

2 Perform the print operation from the computer.

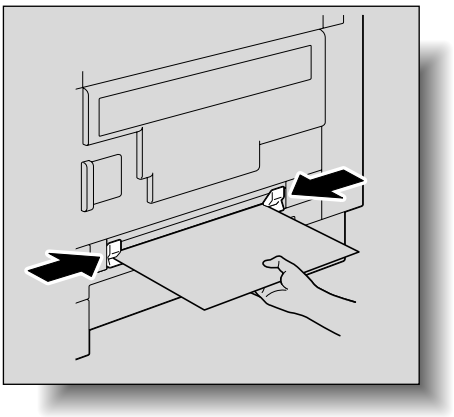
3 When the message “PRINTER MODE LOAD PAPER” appears, load paper into the manual bypass tray.



– Insert one sheet of paper with the front side facing down, lightly sliding the paper as much as possible into the feed slot.



– Slide the paper guides to fit the size of paper being loaded.



4 Repeat step 3 as often as necessary until printing of the document is finished.

Note

Be sure to load the paper into the manual bypass tray after the print operation is performed from the computer. Follow the procedure described below if the paper is loaded into the manual bypass tray before the print operation is performed from the computer.

Remove the paper from the manual bypass tray.
Press the [Reset] key.
Press the [Printer] key.
Perform step 3 of the procedure.

Load the paper into the manual bypass tray one sheet at a time.

If the multi bypass tray (optional) is installed, printing from it can be performed in the same way as with any other paper drawer since the multi bypass tray can be loaded with 100 sheets of paper.

The multi bypass tray can be loaded with 10 envelopes, 20 OHP transparencies, 20 postcards, 20 label sheets or 100 sheets of plain paper.

Power Save mode

If print data is received while the machine is in Power Save mode, the mode is canceled.

When print data is received, the data is printed after the machine has finished warming up.

6 Network scanning

Using the network scanning function, scan data can be sent to a recipient's computer by e-mail or it can be uploaded to an FTP server.

The scan data can be sent using any of the following methods. Choose the appropriate method according on the network environment and purpose.

Note

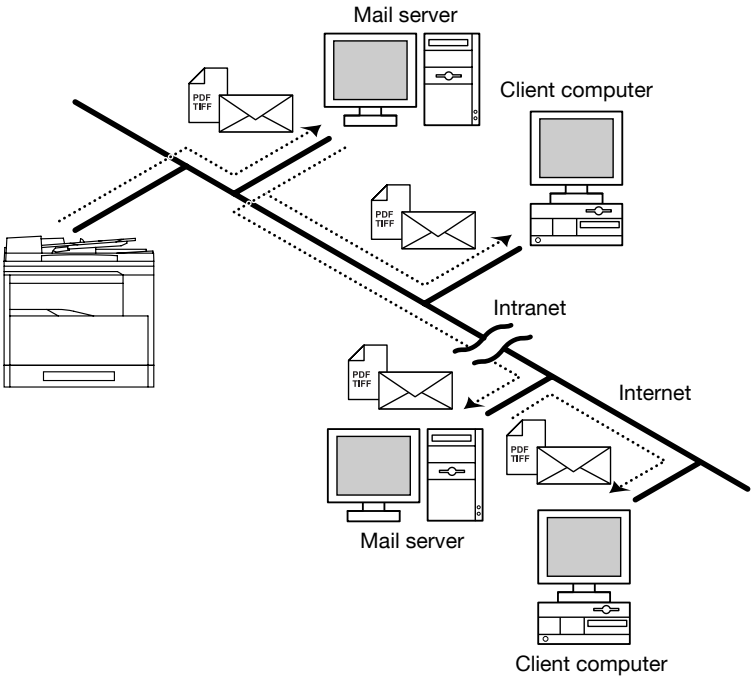
To use the scanning functions, a TCP/IP network environment is required.

Scan to E-mail

Note

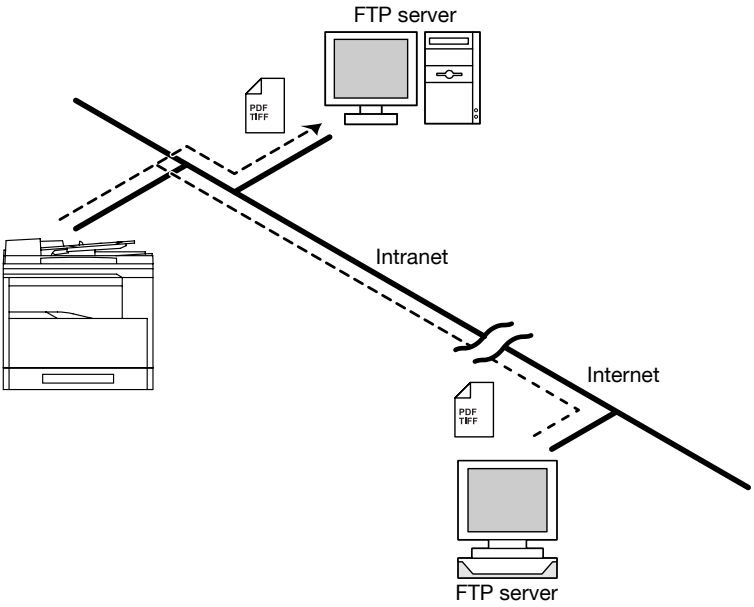
A network environment that includes a mail server is required.

Scan data is attached to an e-mail message as a TIFF or PDF file, then sent to a computer on the network or to a computer through the Internet.



Scan to Server (FTP)

Scan data can be uploaded as TIFF or PDF files to a specified directory on an FTP server.

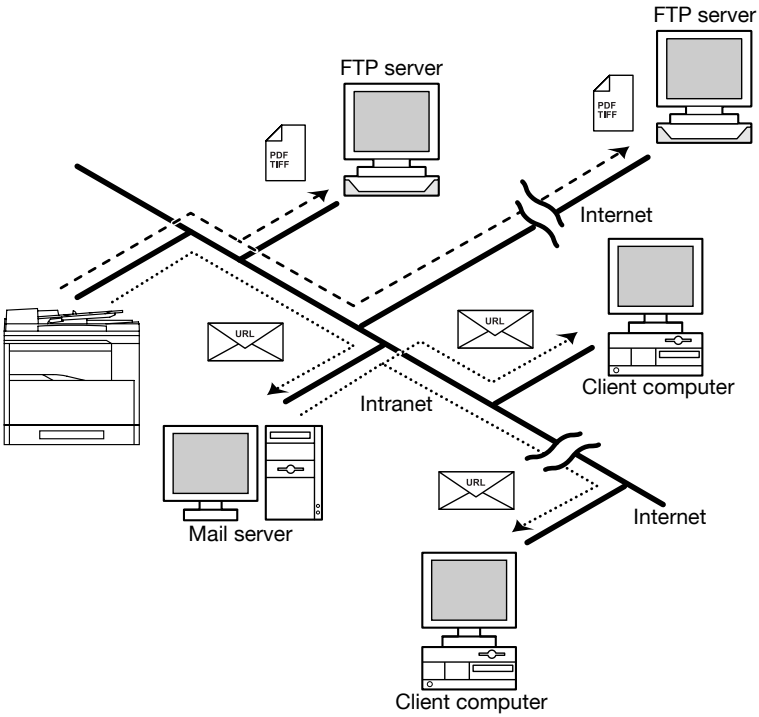


Note

A network environment that includes an FTP server is required.

An FTP server on the Internet can be accessed through a proxy server.

The system can be set to send to a specified recipient (up to 10) a notification of the location on the FTP server where the data was uploaded.



Environments for network scan transmissions

The following environment is required in order to use the network scanning features.

	Scan to E-mail	Scan to Server (FTP)
Required environment for image data forwarding	Mail server (SMTP server)	• FTP server • Mail server (SMTP server) in order to use mail notification
Required environment for image data importing	• Mail client computer • Mail server (POP3 server)	FTP client computer

7 Network settings

This chapter provides descriptions on specifying network settings from the control panel of the machine.

7.1 Network settings

The available network operations are limited according to the connected LAN environment. Specify the network settings according to the environment and functions to be used.

Detail

The network settings can be specified from the control panel of the machine and from PageScope Web Connection. (For details on PageScope Web Connection, refer to "Using PageScope Web Connection" on page 11-1.)

List of network settings

Parameter	Description	Scan to E-mail	Scan to Server (FTP)	Settings	
				Machine control panel	PageScope Web Connection
○: Necessary; -: Unnecessary; ●: As necessary				○: Can be specified -: Cannot be specified	
NETWORK SETTING					
IP ADDRESS SETTING	Specify the IP address of the machine. Obtain from the network administrator.	○*2	○*2	○	○
SUBNET MASK	Specify the subnet mask value for the network. Consult with the network administrator.	○*2	○*2	○	○
GATEWAY	Specify the default gateway (IP address of the router) if a router is on the network. Consult with the network administrator.	○*2	○*2	○	○

Parameter	Description	Scan to E-mail	Scan to Server (FTP)	Settings	
				Machine control panel	Page-Scope Web Connection
DNS SETTING	Select whether or not DNS (Domain Name System) is used. If a DNS server is on the network, specify the IP address of the DNS server. If a DNS server is on the network, select “ENABLE”. Consult with the network administrator.	●	●	○	○
GATEWAY TX *4	To send faxes directly, select “ENABLE”.	-	-	○	-
WEB SETTING	Specify settings for accessing Page-Scope Web Connection.	○	○	○	-
LPD SETTING	Specify the protocol for printing using the TCP/IP network. Consult with the network administrator.	-	-	○	○
SLP SETTING	Specify the protocol for searching for services on the TCP/IP network and for automatically specifying clients. Consult with the network administrator.	●	●	○	○
SNMP SETTING	Specify the management protocol for a network environment using TCP/IP. Consult with the network administrator.	●	●	○	○
E-MAIL SETTING 1					
SENDER NAME	Specify the sender’s name.	○	●*1	○	○
E-MAIL ADDRESS	Specify the e-mail address of the sender. Obtain from the network administrator.	○	●*1	○	○
SMTP SERVER ADDRESS	Specify the IP address or host name for the SMTP server. Consult with the network administrator.	○	●*1*3	○	○

Parameter	Description	Scan to E-mail	Scan to Server (FTP)	Settings	
				Machine control panel	PageScope Web Connection
SMTP PORT NO.	Specify the port number (between 1 and 65535) of the SMTP server. Consult with the network administrator.	○	●*1	○	○
SMTP TIMEOUT	Specify the amount of time (between 30 and 300 seconds) until the connection with the SMTP server times out. Consult with the network administrator.	○	●*1	○	○
TEXT INSERT	Select whether or not to insert text explaining that image data has been attached when scan data is being sent attached to an e-mail message.	○	●*1	○	○
DEFAULT SUBJECT	Specify the default subject used when sending scan data attached to an e-mail message.	○	●*1	○	○
POP BEFORE SMTP	Select whether or not POP Before SMTP authentication is used.	●*6	●*7	○	○
E-MAIL MODE *5	Specify the default transmission mode (basic mode or advanced mode) when sending an Internet fax (with the destination entered using the keypad).	-	-	○	○

Parameter	Description	Scan to E-mail	Scan to Server (FTP)	Settings	
				Machine control panel	PageScope Web Connection
E-MAIL SETTING 2					
POP3 SERVER ADDRESS	Specify the IP address or host name for the POP3 server. Consult with the network administrator.	●*6	●*7	○	○
POP3 PORT NO.	Specify the port number (between 1 and 65535) of the POP3 server. Consult with the network administrator.	●*6	●*7	○	○
POP3 TIMEOUT	Specify the amount of time (between 30 and 300 seconds) until the connection with the POP3 server times out. Consult with the network administrator.	●*6	●*7	○	○
POP3 ACCOUNT	Specify the account name used to log on to the POP3 server. Consult with the network administrator.	●*6	●*7	○	○
POP3 PASSWORD	Specify the password used to log on to the POP3 server. Consult with the network administrator.	●*6	●*7	○	○
AUTO RECEPTION *5	Specify the time interval (“OFF” or between 1 and 60 minutes) for checking for new e-mail messages during automatic reception.	-	-	○	-
REPLY ADDRESS *5	Specify the recipient of error notification e-mail messages if an error occurs while receiving an Internet fax.	-	-	○	-
HEADER PRINT *5	Select whether or not to print the e-mail header information when printing received e-mail messages.	-	-	○	-

*1: Necessary if notification of the URL is to be sent by e-mail.

*2: Can also be obtained automatically from the DHCP server.

*3: Set the IP address to “0.0.0.0” if there is no usable SMTP server on the network.

*4: The setting must be specified in order to use direct faxing. For details on direct faxing, refer to the User’s Guide for fax kit FK-506.

*5: The setting must be specified in order to use Internet faxing. For details on Internet faxing, refer to the User’s Guide for fax kit FK-506.

*6: Necessary in order to use POP Before SMTP.

*7: Necessary in order to use POP Before SMTP and if notification of the URL is to be sent by e-mail.

List of LDAP settings

Specify these settings when using an LDAP (Lightweight Directory Access Protocol) server.

Parameter	Description	Settings	
		Machine control panel	PageScope Web Connection
		○: Can be set; -: Cannot be set	
LDAP SERVER ADDRESS	Specify the IP address or host name for the LDAP server. Consult with the network administrator.	○	○
LDAP PORT NO.	Specify the port number (between 1 and 65535) used for communicating with the LDAP server. Consult with the network administrator.	○	○
SSL SETTING	Select whether or not SSL is used to encode the transmission data.	○	○
SEARCH BASE	Specify where to start the search in the name space of the LDAP server. Consult with the network administrator.	○	○
Attribute for Operation Panel	Specify the search attributes when using the control panel to search for destinations on the LDAP server. Consult with the network administrator.	○	○
Attribute for Web tool	Specify the search attributes when using PageScope Web Connection to search for destinations on the LDAP server. Consult with the network administrator.	-	○

Parameter	Description	Settings	
		Machine control panel	PageScope Web Connection
SEARCH METHOD	Specify the method used to search for destination names.	○	○
LDAP TIMEOUT	Specify the amount of time (between 5 and 300 seconds) until a search times out.	○	○
MAX. SEARCH RESULTS	Specify the maximum number of items (between 5 and 100) that can be received as LDAP search results.	○	○
AUTHENTICATION	Select the LDAP authentication method. Consult with the network administrator.	○	○
LDAP ACCOUNT	Specify the account name used to connect to the LDAP server. Type in an account name if any setting other than “ANONYMOUS” was selected as the authentication method. Consult with the network administrator.	○	○
LDAP PASSWORD	Specify the password used to connect to the LDAP server. Type in a password if any setting other than “ANONYMOUS” was selected as the authentication method. Consult with the network administrator.	○	○
DOMAIN NAME	Specify the necessary domain name used to connect to the LDAP server. Consult with the network administrator.	○	○

7.2 Specifying settings from the control panel

The network settings can be specified from the control panel of this machine. To specify the network settings from the control panel of the machine, press the [Utility] key, and then specify settings for the various menu parameters available from the “ADMIN. MANAGEMENT” menu in Utility mode.

Settings can be specified for the following network-related parameters in the “ADMIN. MANAGEMENT” menu.

Menu	Submenu	Parameter
NETWORK SETTING	IP ADDRESS SETTING	AUTO / SPECIFY
	SUBNET MASK*1	-
	GATEWAY*1	-
	DNS CONFIG	DISABLE / ENABLE
	GATEWAY TX*3	DISABLE / ENABLE
	WEB SETTING	DISABLE / ENABLE
	LPD SETTING	DISABLE / ENABLE
	SLP SETTING	DISABLE / ENABLE
	SNMP SETTING	DISABLE / ENABLE
E-MAIL SETTING 1	SENDER NAME	-
	E-MAIL ADDRESS	-
	SMTP SERVER ADDRESS	-
	SMTP PORT NO.	1 to 65535
	SMTP TIMEOUT	30 to 300 seconds
	TEXT INSERT	OFF / ON
	DEFAULT SUBJECT	-
	POP BEFORE SMTP	OFF / ON (0 to 60 seconds)
	E-MAIL MODE*3	BASIC/ADVANCED
E-MAIL SETTING 2	POP3 SERVER ADDRESS	-
	POP3 PORT NO.	1 to 65535
	POP3 TIMEOUT	30 to 300 seconds
	POP3 ACCOUNT	-
	POP3 PASSWORD	-

Menu	Submenu	Parameter
LDAP SETTING	LDAP SERVER ADDR.	-
	LDAP PORT NO.	1 to 65535
	SSL SETTING	DISABLE/ENABLE
	SEARCH BASE	-
	ATTRIBUTE	-
	SEARCH METHOD	-
	LDAP TIMEOUT	5 to 300 second
	MAX. SEARCH RESULTS	5 to 100 items
	AUTHENTICATION	ANONYMOUS/SIMPLE/DIGEST-MD5/GSS-SPNEGO
	LDAP ACCOUNT	-
	LDAP PASSWORD	-
	DOMAIN NAME	-
USER SETTING	NTP SERVER ADDRESS*2	-
	TIME ZONE*2	-

*1: These items can be displayed only IP ADDRESS SETTING is set to “SPECIFY”.

*2: Can be specified if network interface card NC-503 or image controller IC-206 is installed on the machine while fax kit FK-506 is not installed.

*3: Can be specified if the optional fax kit FK-506 is installed.

7.3 NETWORK SETTING

Network settings are specified from the “ADMIN. MANAGEMENT” menu in Utility mode.

This section provides details on specifying settings for the following parameters.

- IP ADDRESS SETTING
- SUBNET MASK
- GATEWAY
- DNS CONFIG
- GATEWAY TX
- WEB SETTING
- LPD SETTING
- SLP SETTING
- SNMP SETTING

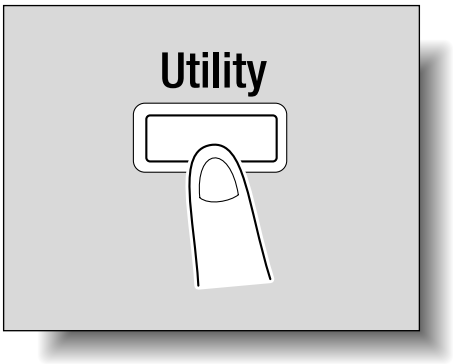
Reminder

Before specifying network settings, check with the network administrator for the necessary information.

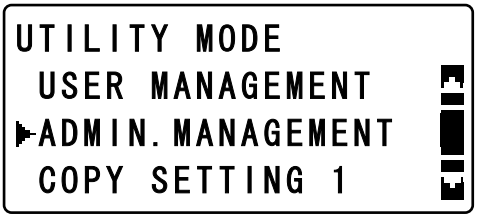
Specifying the IP address, subnet mask and default gateway

The settings for the IP address to the gateway are specified in a continuous operation.

1 Press the [Utility] key in the control panel.

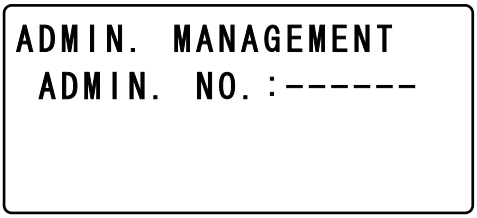


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.



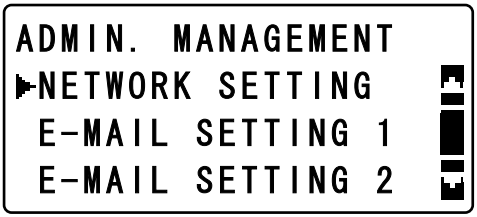
3 Type in the administrator access code, and then press the [OK] key.

– The manufacturer’s default setting is “000000”.

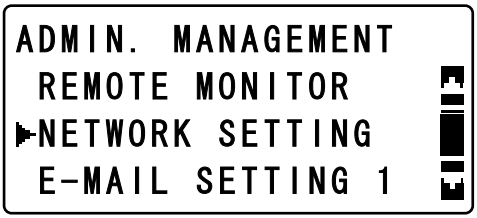


– If the number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

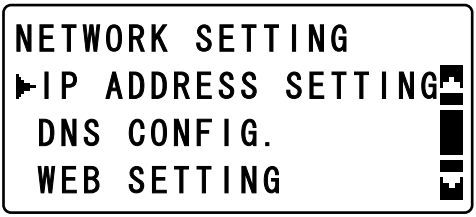
4 Press the [▼] or [▲] key until “NETWORK SETTING” is selected, and then press the [OK] key.



– If fax kit FK-506 is installed



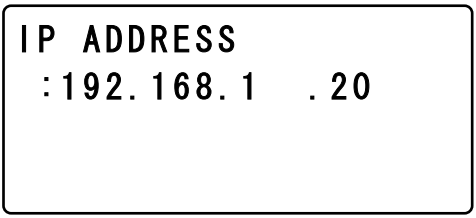
5 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “IP ADDRESS SETTING” is selected, and then press the [OK] key.



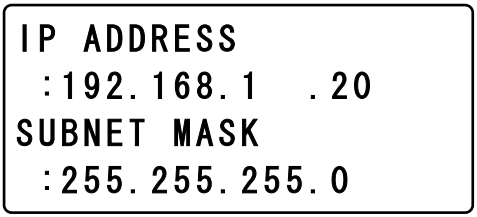
6 Press the [▼] or [▲] key until “AUTO” or “SPECIFY” is selected, and then press the [OK] key.

– If “AUTO” was selected, the IP address will automatically be obtained from the DHCP server. After the message “ACCEPTED” appears, the “NETWORK SETTING” menu appears again.
– If “SPECIFY” is selected, a screen appears, allowing you to specify the IP address. Continue with step 7.
– “AUTO” is available only if a DHCP server is on the network. If “AUTO” is selected, it will not be necessary to specify the subnet mask or gateway settings.

7 Use the keypad to type in the IP address, and then press the [OK] key.

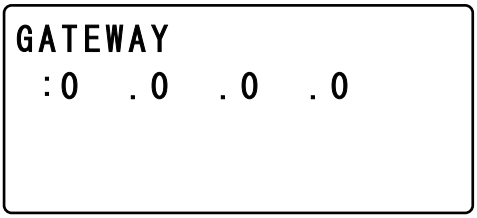


8 Use the keypad to type in the subnet mask, and then press the [OK] key.



– For the subnet mask, consult with the network administrator.

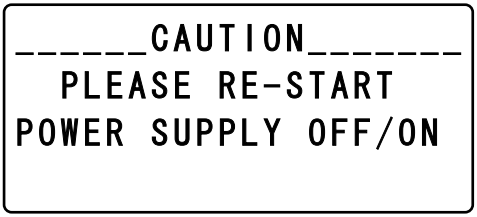
9 Use the keypad to type in the gateway.



10 Press the [OK] key.

After the message “ACCEPTED” appears, the “NETWORK SETTING” menu appears again.

11 Press the [Reset] key in the control panel.



– After the screen shown below appears, turn the machine off, then on again to restart it.

✎...

Note

If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

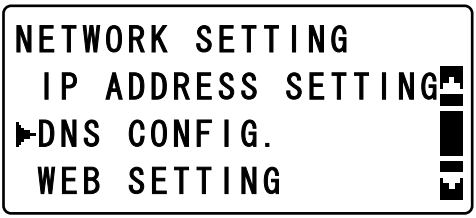
...

Reminder

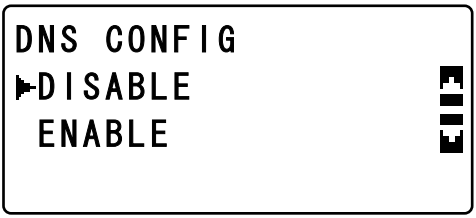
In order to apply the new settings, the machine must be turned off, then on again to be restarted.

Specifying the DNS settings

1 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “DNS CONFIG.” is selected, and then press the [OK] key.

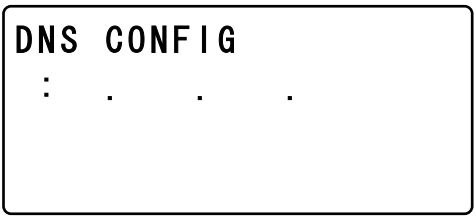


2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



– If “DISABLE” is selected, the message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.
– If “ENABLE” was selected, a screen appears, allowing you to specify the IP address of the DNS server. Continue with step 3.

3 Use the keypad to type in the IP address of the DNS server.



– For the IP address of the DNS server, consult with the network administrator.

4 Press the [OK] key.

After the message “ACCEPTED” appears, the “NETWORK SETTING” menu appears again.

5 Press the [Reset] key in the control panel.

– After the screen shown above appears, turn the machine off, then on again to restart it.

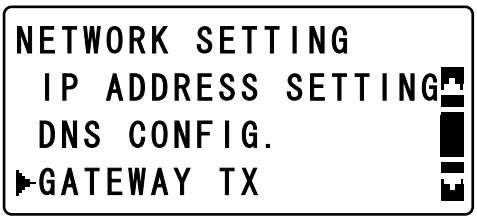
...

Reminder

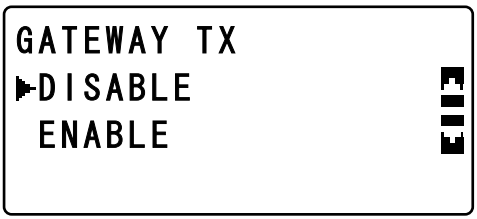
In order to apply the new settings, the machine must be turned off, then on again to be restarted.

Specifying the gateway transmission setting

1 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “GATEWAY TX” is selected, and then press the [OK] key.



2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



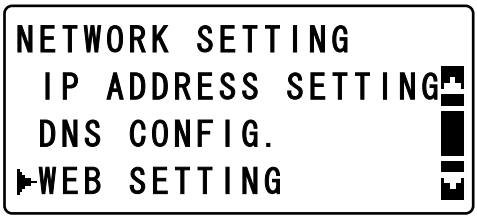
– Whether “DISABLE” or “ENABLE” is selected, the message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.

Note

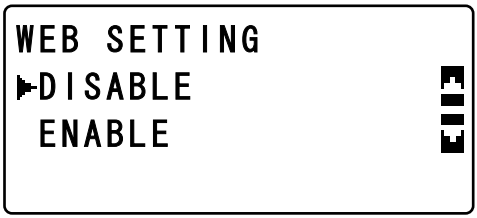
The setting for gateway transmissions appears when optional fax kit FK-506 is installed.

Specifying the WEB setting

1 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “WEB SETTING” is selected, and then press the [OK] key.



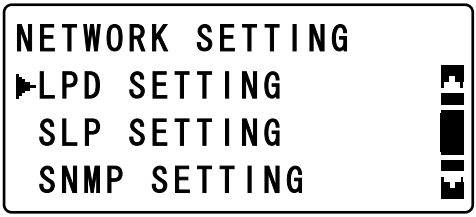
2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



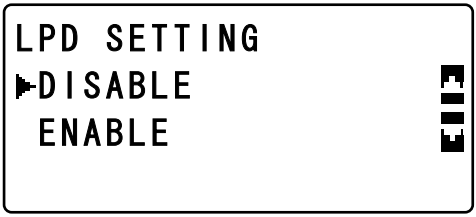
– Whether “DISABLE” or “ENABLE” is selected, the message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.

Specifying the LPD setting

1 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “LPD SETTING” is selected, and then press the [OK] key.



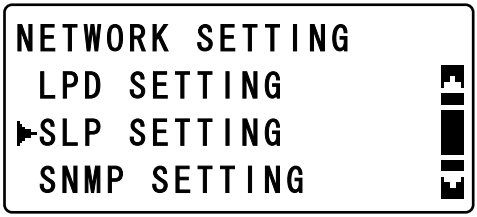
2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



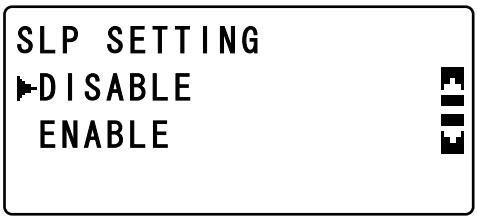
– Whether “DISABLE” or “ENABLE” is selected, the message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.

Specifying the SLP setting

1 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “SLP SETTING” is selected, and then press the [OK] key.



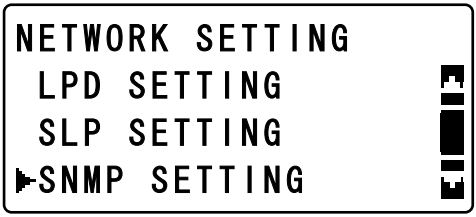
2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



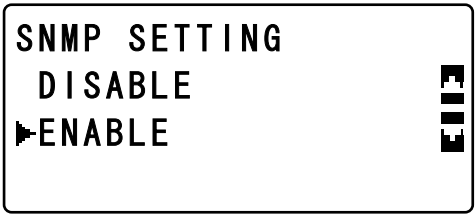
– Whether “DISABLE” or “ENABLE” is selected, the message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.

Specifying the SNMP setting

1 In the “NETWORK SETTING” menu, press the [▼] or [▲] key until “SNMP SETTING” is selected, and then press the [OK] key.



2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



– Whether “DISABLE” or “ENABLE” is selected, the message “ACCEPTED” appears, and then the “NETWORK SETTING” menu appears again.

7.4 E-MAIL SETTING 1

E-mail transmission settings are specified from the “ADMIN. MANAGEMENT” menu in Utility mode.

This section provides details on specifying settings for the following parameters.

- SENDER NAME
- E-MAIL ADDRESS
- SMTP SERVER ADDRESS
- SMTP PORT NO.
- SMTP TIMEOUT
- TEXT INSERT
- DEFAULT SUBJECT
- POP BEFORE SMTP
- E-MAIL MODE (available only when optional fax kit FK-506 is installed)

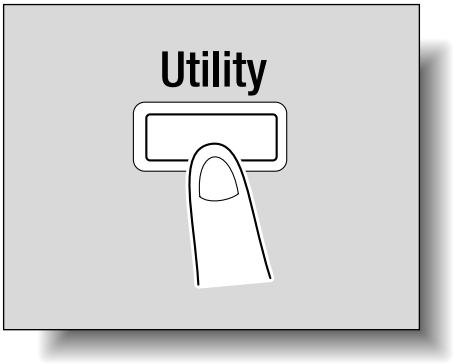
...

Reminder

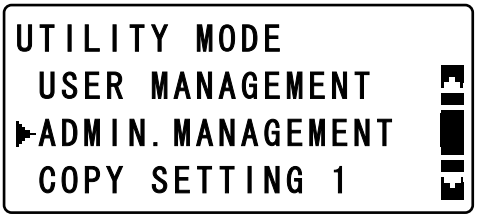
Before specifying e-mail transmission settings, check with the network administrator for the necessary information.

Programming the sender’s name

1 Press the [Utility] key in the control panel.

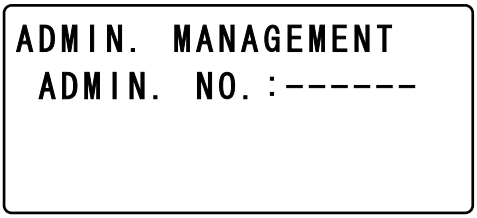


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.

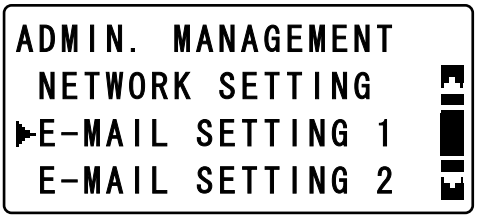


3 Type in the administrator access code, and then press the [OK] key.

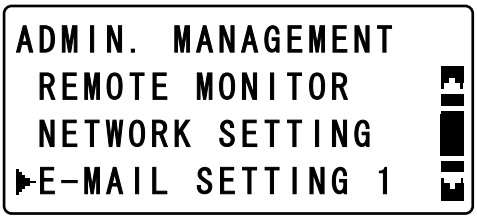
– The manufacturer’s default setting is “000000”.



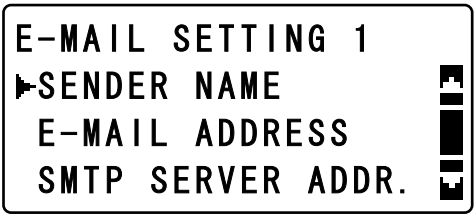
4 Press the [▼] or [▲] key until “E-MAIL SETTING 1” is selected, and then press the [OK] key.



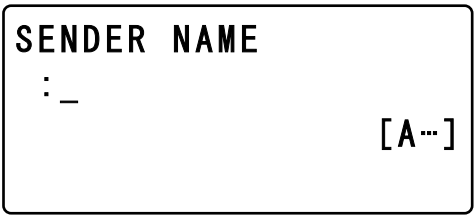
– If fax kit FK-506 is installed



5 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “SENDER NAME” is selected, and then press the [OK] key.



6 Type in the sender’s name.



– The sender’s name can contain a maximum of 20 characters.

7 Press the [OK] key.

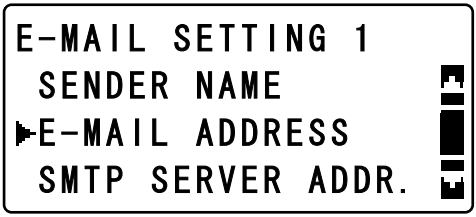
After the message “ACCEPTED” appears, the “E-MAIL SETTING 1” menu appears again.

Note

If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

Specifying the e-mail address of the sender

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “E-MAIL ADDRESS” is selected, and then press the [OK] key.



2 Type in the e-mail address of the sender.

- The e-mail address can contain a maximum of 64 characters.
- If this machine will not be used to receive e-mail messages, enter the e-mail address of the administrator.
- Be sure to first obtain from the network administrator the e-mail address to be registered with the machine.

3 Press the [OK] key.

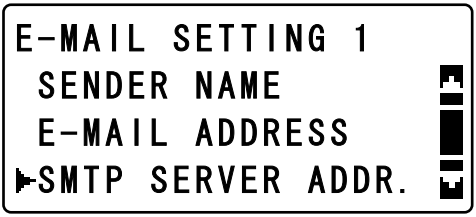
After the message “ACCEPTED” appears, the “E-MAIL SETTING 1” menu appears again.

Note

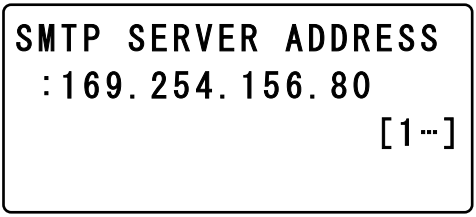
If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

Specifying the SMTP server address

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “SMTP SERVER ADDR.” is selected, and then press the [OK] key.



2 Type in the IP address or host name for the SMTP server. Press the [OK] key.



- The host name can contain a maximum of 64 characters.
- To specify a host name for the SMTP server, the DNS setting must be specified.
- For the IP address or host name of the SMTP server, consult with the network administrator.

3 Press the [OK] key.

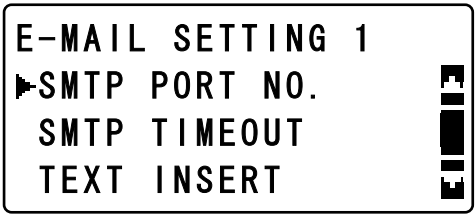
After the message “ACCEPTED” appears, the “E-MAIL SETTING 1” menu appears again.

Note

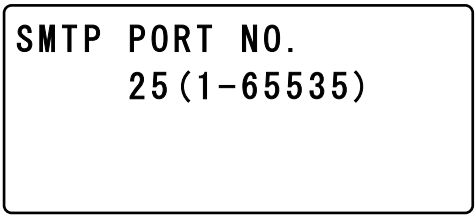
If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

Specifying the SMTP port number

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “SMTP PORT NO.” is selected, and then press the [OK] key.



2 Type in the port number of the SMTP server.



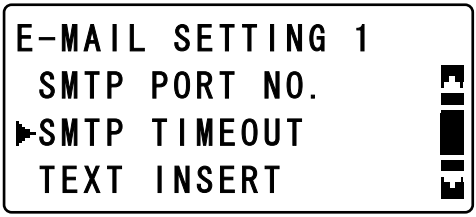
– A port number between 1 and 65535 can be specified. Normally, port number 25 is used.

3 Press the [OK] key.

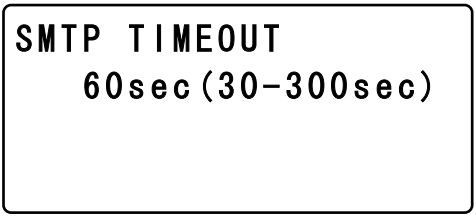
After the message “ACCEPTED” appears, the “E-MAIL SETTING 1” menu appears again.

Specifying the SMTP server connection timeout

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “SMTP TIMEOUT” is selected, and then press the [OK] key.



2 Type in the length of time (in seconds) until the connection to the SMTP server times out.



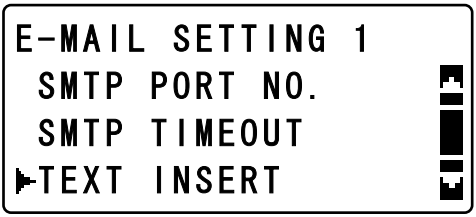
– The timeout period can be set between 30 and 300 seconds.

3 Press the [OK] key.

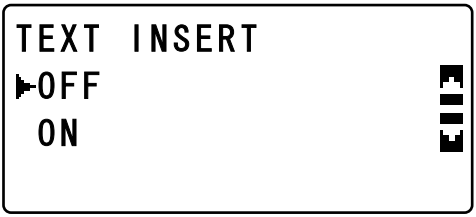
After the message “ACCEPTED” appears, the “E-MAIL SETTING 1” menu appears again.

Specifying the text input setting

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “TEXT INSERT” is selected, and then press the [OK] key.



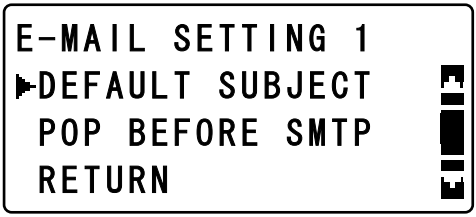
2 Press the [▼] or [▲] key until “OFF” or “ON” is selected, and then press the [OK] key.



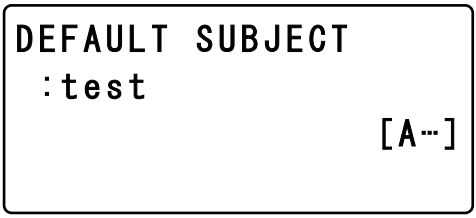
– Whether “OFF” or “ON” is selected, the message “ACCEPTED” appears, and then the “E-MAIL SETTING 1” menu appears again.

Specifying the subject of e-mail messages

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “DEFAULT SUBJECT” is selected, and then press the [OK] key.



2 Type in the subject for e-mail messages.



– The subject can contain a maximum of 20 characters.

3 Press the [OK] key.

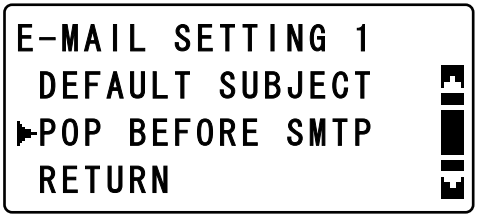
After the message “ACCEPTED” appears, the “E-MAIL SETTING 1” menu appears again.

Note

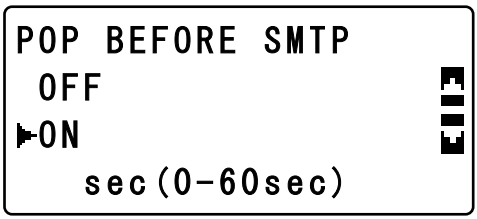
If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

Specifying the POP before SMTP setting

1 In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “POP BEFORE SMTP” is selected, and then press the [OK] key.



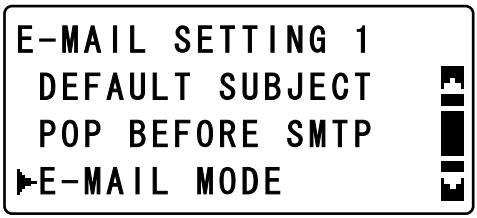
2 Press the [▼] or [▲] key until “OFF” or “ON” is selected, and then press the [OK] key.



- If “OFF” is selected, the message “ACCEPTED” appears, and then the “E-MAIL SETTING 1” menu appears again.
- If “ON” is selected, specify the length of time (in seconds) for POP before SMTP. Specify the number of seconds, and then press the [OK] key. The message “ACCEPTED” appears, and then the “E-MAIL SETTING 1” menu appears again.
- The period can be set between 0 and 60 seconds.

Specifying the E-MAIL MODE settings

➔ In the “E-MAIL SETTING 1” menu, press the [▼] or [▲] key until “E-MAIL MODE” is selected, and then press the [OK] key.



Note

"E-MAIL MODE" is available only when optional fax kit FK-506 is installed. For details on specifying the settings, refer to the User's Guide for fax kit FK-506.

7.5 E-MAIL SETTING 2

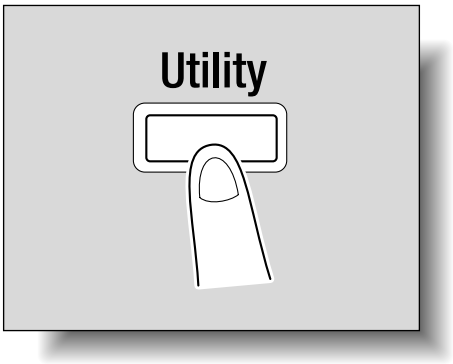
E-mail reception settings are specified from the “ADMIN. MANAGEMENT” menu in Utility mode.

This section provides details on specifying settings for the following parameters.

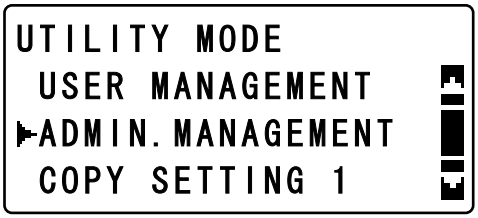
- POP3 SERVER ADDRESS
- POP3 PORT NO.
- POP3 SERVER TIMEOUT
- POP3 ACCOUNT
- POP3 PASSWORD

Specifying the POP3 server address

1 Press the [Utility] key in the control panel.

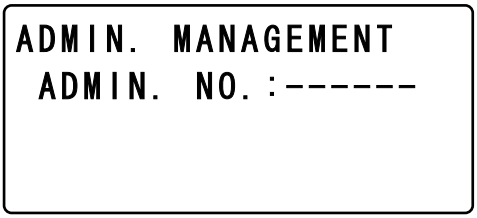


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.

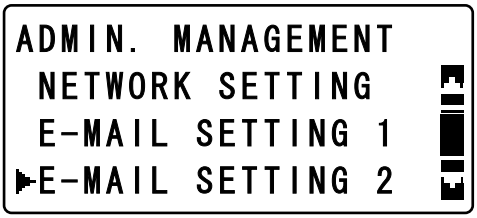


3 Type in the administrator access code, and then press the [OK] key.

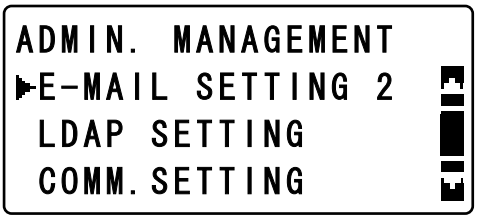
– The manufacturer's default setting is "000000".



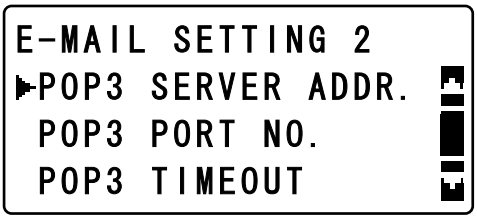
4 Press the [▼] or [▲] key until "E-MAIL SETTING 2" is selected, and then press the [OK] key.



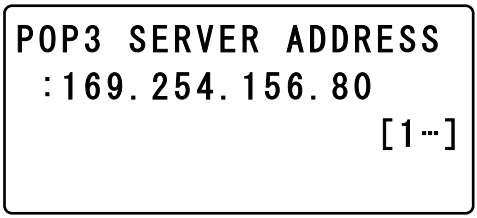
– If fax kit FK-506 is installed



5 In the "E-MAIL SETTING 2" menu, press the [▼] or [▲] key until "POP3 SERVER ADDRESS" is selected, and then press the [OK] key.



6 Type in the IP address or host name for the POP3 server.



- The host name can contain a maximum of 64 characters.
- To specify a host name for the POP3 server, the DNS setting must be specified.
- For the IP address or host name of the POP3 server, consult with the network administrator.

7 Press the [OK] key.

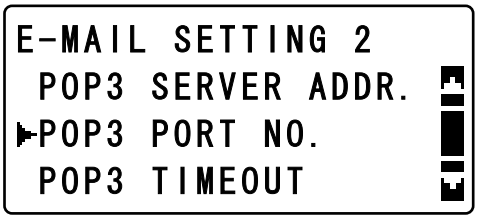
After the message “ACCEPTED” appears, the “E-MAIL SETTING 2” menu appears again.

Note

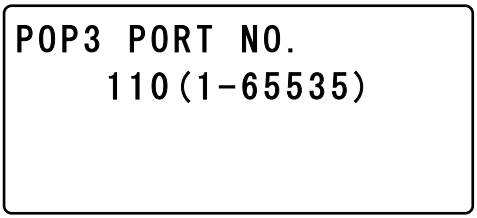
If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

Specifying the POP3 port number

1 In the “E-MAIL SETTING 2” menu, press the [▼] or [▲] key until “POP3 PORT NO.” is selected, and then press the [OK] key.



2 Type in the port number of the POP3 server.



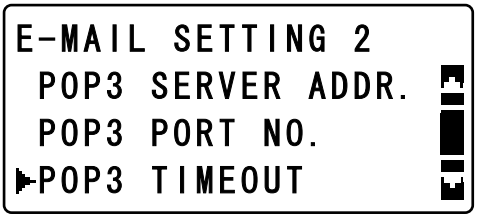
– A port number between 1 and 65535 can be specified. Normally, port number 110 is used.

3 Press the [OK] key.

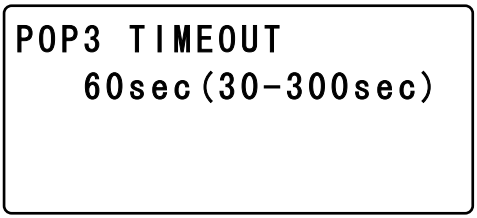
After the message “ACCEPTED” appears, the “E-MAIL SETTING 2” menu appears again.

Specifying the POP3 server connection timeout

1 In the “E-MAIL SETTING 2” menu, press the [▼] or [▲] key until “POP3 TIMEOUT” is selected, and then press the [OK] key.



2 Type in the length of time (in seconds) until the connection times out.



– The timeout period can be set between 30 and 300 seconds.

3 Press the [OK] key.

After the message “ACCEPTED” appears, the “E-MAIL SETTING 2” menu appears again.

Specifying the POP3 account

1 In the “E-MAIL SETTING 2” menu, press the [▼] or [▲] key until “POP3 ACCOUNT” is selected, and then press the [OK] key.

2 Type in the account name.

– The account name can contain a maximum of 64 characters.
– For the account name, consult with the network administrator.

3 Press the [OK] key.

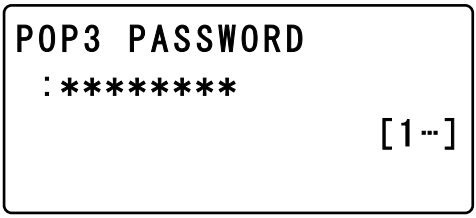
After the message “ACCEPTED” appears, the “E-MAIL SETTING 2” menu appears again.

Note
If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

Specifying the POP3 password

1 In the “E-MAIL SETTING 2” menu, press the [▼] or [▲] key until “POP3 PASSWORD” is selected, and then press the [OK] key.

2 Type in the password.



– The password can contain a maximum of 32 characters.
– For the password, consult with the network administrator.

3 Press the [OK] key.

After the message “ACCEPTED” appears, the “E-MAIL SETTING 2” menu appears again.

Note

If a number was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

7.6 LDAP SETTING

Specify the necessary settings in order to use the LDAP (Lightweight Directory Access Protocol) server on the network.

LDAP settings are specified from the “ADMIN. MANAGEMENT” menu in Utility mode.

This section provides details on specifying settings for the following parameters.

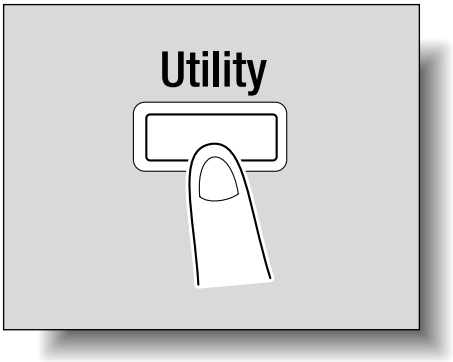
- LDAP SERVER ADDRESS
- LDAP PORT NO.
- SSL SETTING
- SEARCH BASE
- ATRIBUTE
- SEARCH METHOD
- LDAP TIMEOUT
- MAX. SEARCH RESULT
- AUTHENTICATION
- LDAP ACCOUNT
- LDAP PASSWORD
- DOMAIN NAME

Reminder

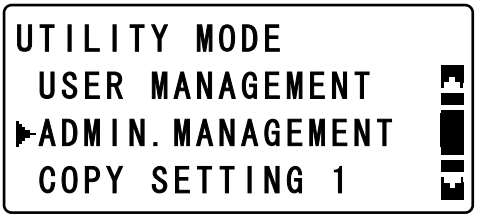
Before specifying LDAP settings, check with the network administrator for the necessary information.

Specifying the LDAP server address

1 Press the [Utility] key in the control panel.

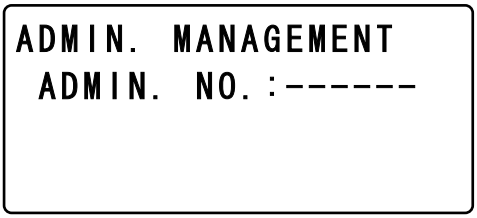


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.



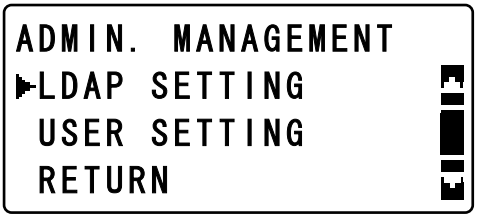
3 Type in the administrator access code, and then press the [OK] key.

– The manufacturer’s default setting is “000000”.

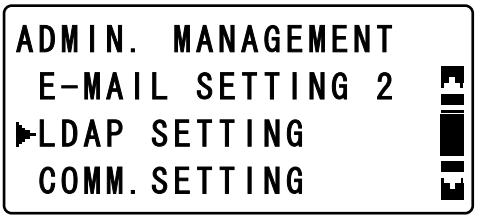


– If the number was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

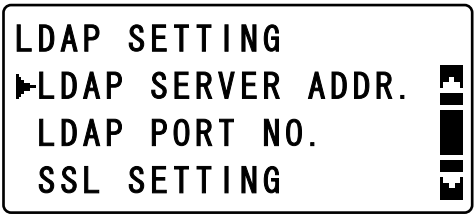
4 Press the [▲] or [▼] key until “LDAP SETTING” is selected, and then press the [OK] key.



– If fax kit FK-506 is installed



5 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “LDAP SERVER ADDR.” is selected, and then press the [OK] key.



6 Type in the IP address or host name for the LDAP server.

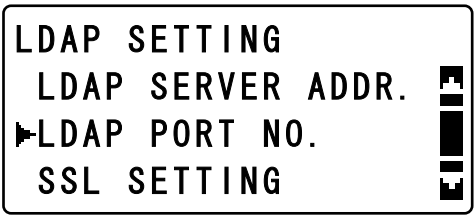
- The host name can contain a maximum of 64 characters.
- To specify a host name for the LDAP server, the DNS setting must be specified.
- For the IP address or host name of the LDAP server, consult with the network administrator.
- If the setting was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

7 Press the [OK] key.

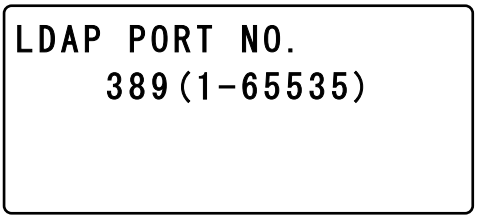
After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Specifying the LDAP port number

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “LDAP PORT NO.” is selected, and then press the [OK] key.



2 Type in the port number.



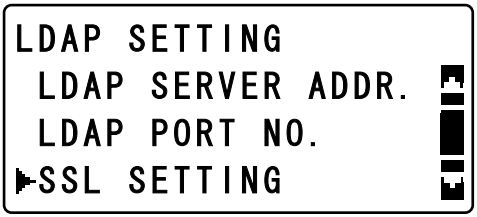
– A port number between 1 and 65535 can be specified. Normally, port number 389 is used. If SSL is enabled, use port number 636.

3 Press the [OK] key.

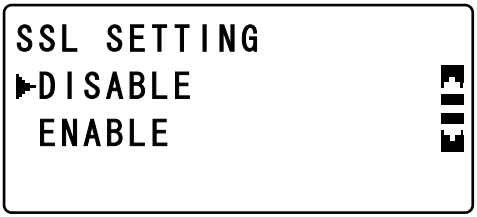
After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Selecting the SSL setting

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “SSL SETTING” is selected, and then press the [OK] key.



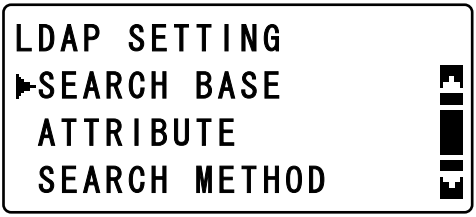
2 Press the [▼] or [▲] key until “DISABLE” or “ENABLE” is selected, and then press the [OK] key.



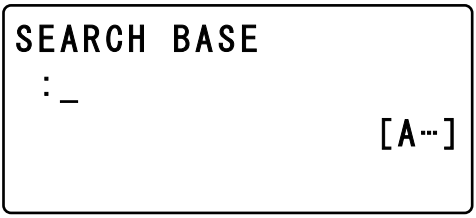
Whether “DISABLE” or “ENABLE” is selected, the message “ACCEPTED” appears, and then the “LDAP SETTING” menu appears again.

Specifying the search base

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “SEARCH BASE” is selected, and then press the [OK] key.



2 Specify the database where the LDAP server is searched.



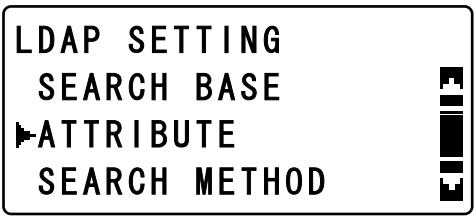
- The search base can contain a maximum of 64 characters.
- For the search base, consult with the network administrator.
- If the setting was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

3 Press the [OK] key.

After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Specifying the attribute setting

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “ATTRIBUTE” is selected, and then press the [OK] key.



2 Type in the attribute.

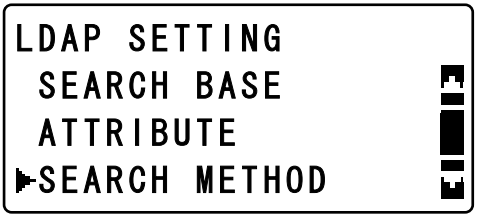
- The attribute can contain a maximum of 32 characters.
- For the attribute, consult with the network administrator.
- If the setting was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

3 Press the [OK] key.

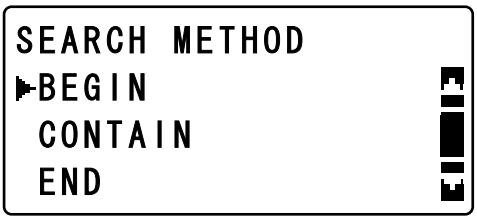
After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Selecting the search method

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “SEARCH METHOD” is selected, and then press the [OK] key.



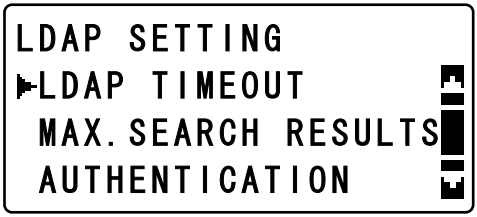
2 Press the [▲] or [▼] key until “BEGIN”, “CONTAIN” or “END” is selected, and then press the [OK] key.



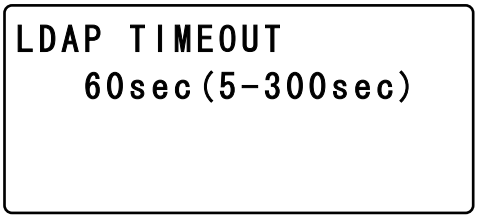
- Whether “BEGIN”, “CONTAIN” or “END” is selected, the message “ACCEPTED” appears, and then the “LDAP SETTING” menu appears again.

Specifying the LDAP search timeout

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “LDAP TIMEOUT” is selected, and then press the [OK] key.



2 Type in the length of time (in seconds) until the LDAP search times out.



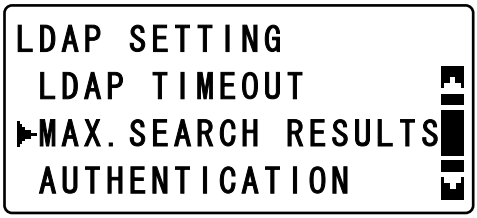
– The timeout period can be set between 5 and 300 seconds.

3 Press the [OK] key.

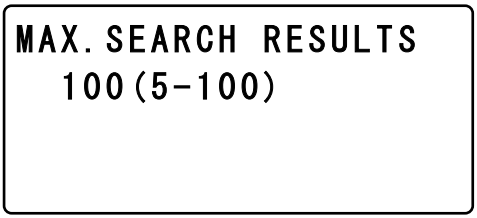
After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Specifying the maximum number of search items

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “MAX. SEARCH RESULTS” is selected, and then press the [OK] key.



2 Type in the maximum number of items.



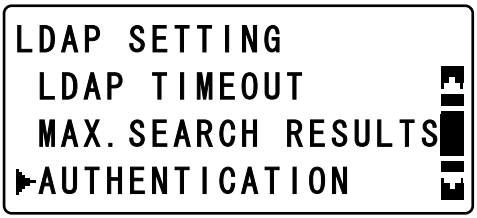
– The maximum number of items can be set between 5 and 100.

3 Press the [OK] key.

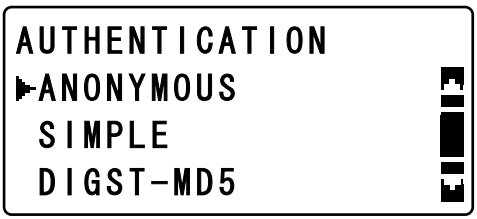
After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Selecting the authentication method

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “AUTHENTICATION” is selected, and then press the [OK] key.



2 Press the [▼] or [▲] key until “ANONYMOUS”, “SIMPLE”, “DIGEST-MD5” or “GSS-SPNEGO” is selected as the authentication method, press the [OK] key.



Regardless of the authentication method that is selected, the message “ACCEPTED” appears, and then the “LDAP SETTING” menu appears again.

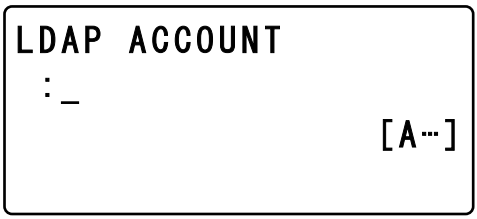
Note

For the authentication method, consult with the network administrator. The manufacturer's default setting is "ANONYMOUS".

Specifying the LDAP account name

1 In the "LDAP SETTING" menu, press the [▲] or [▼] key until "LDAP ACCOUNT" is selected, and then press the [OK] key.

2 Type in the account name for the LDAP server.



- The account name can contain a maximum of 64 characters.
- For the account name for the LDAP server, consult with the network administrator.
- If the setting was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

3 Press the [OK] key.

After the message "ACCEPTED" appears, the "LDAP SETTING" menu appears again.

Specifying the LDAP password

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “LDAP PASSWORD” is selected, and then press the [OK] key.

2 Type in the password.

- The password can contain a maximum of 32 characters.
- For the password, consult with the network administrator.
- If the setting was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

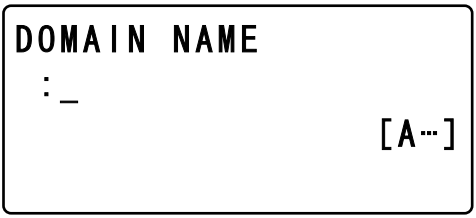
3 Press the [OK] key.

After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

Specifying the domain name

1 In the “LDAP SETTING” menu, press the [▲] or [▼] key until “DOMAIN NAME” is selected, and then press the [OK] key.

2 Type in the domain name.



- The domain name can contain a maximum of 64 characters.
- For the domain name, consult with the network administrator.
- If the setting was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

3 Press the [OK] key.

After the message “ACCEPTED” appears, the “LDAP SETTING” menu appears again.

7.7 USER SETTING

The settings for the NTP server and time zone are described below. The time can be set accurately with the NTP server.

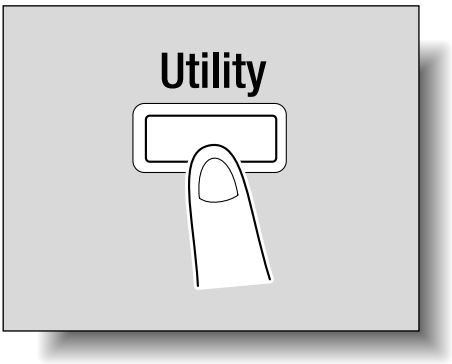
Note

The settings for the NTP server and time zone appear only when network interface card NC-503 or image controller IC-206 is installed on the machine while fax kit FK-506 is not installed.

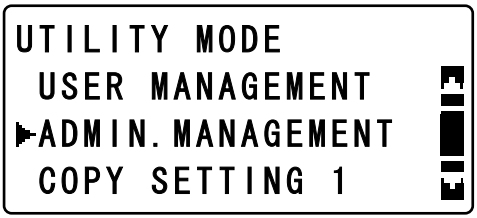
Specifying the NTP server

By connecting this machine to an NTP server, time data can be accurately maintained by retrieving it from the NTP server automatically. When an e-mail or FTP transmission is sent, that data is used, and the transmission time is added as the name of the scan data and recorded in the transmission log.

1 Press the [Utility] key in the control panel.

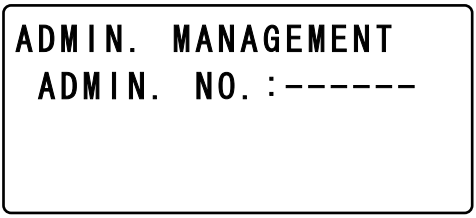


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.



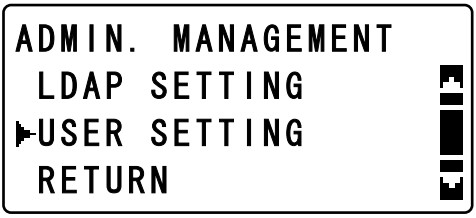
3 Type in the administrator access code, and then press the [OK] key.

– The manufacturer's default setting is "000000".

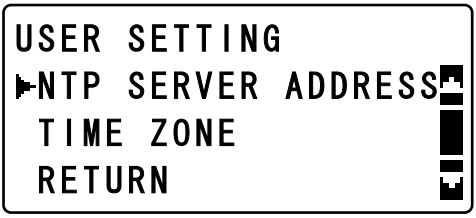


– If the code was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

4 Press the [▼] or [▲] key until "USER SETTING" is selected, and then press the [OK] key.



5 In the "USER SETTING" menu, press the [▼] or [▲] key until "NTP SERVER ADDRESS" is selected, and then press the [OK] key.



6 Use the keypad to type in the NTP server address, and then press the [OK] key.

– If an NTP server was specified:
  The date and time that data is sent with the Scan to E-Mail or Scan to FTP operation are automatically added to the data at the same time that the transmission date and time are recorded in the transmission log.
– If an NTP server was not specified:
  Only a transmission number is added to data sent with the Scan to E-Mail or Scan to FTP operation; the transmission date and time are not added to the data. In addition, the date and time are not recorded in the transmission log.
– For the NTP server address, consult with the network administrator.

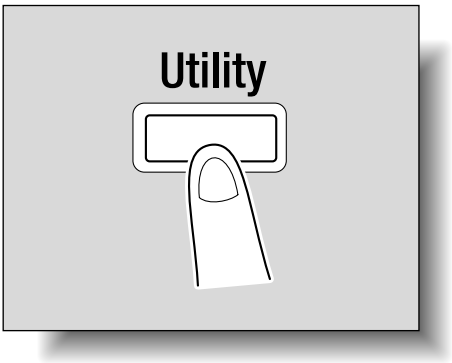
The message “ACCEPTED” appears, and then the “USER SETTING” menu appears again.

7 Press the [Reset] key.

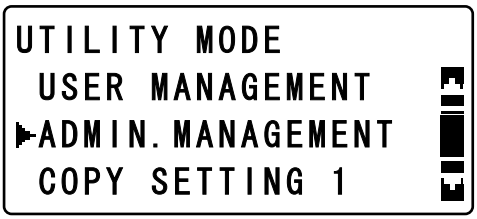
The time is acquired from the NTP server, and then the time on the machine is set.

Specifying the time zone

1 Press the [Utility] key in the control panel.

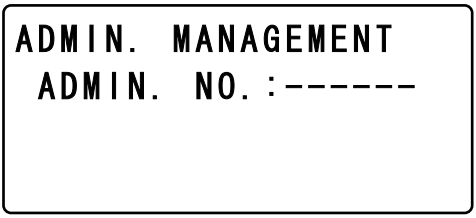


2 Press the [▼] or [▲] key until “ADMIN. MANAGEMENT” is selected, and then press the [OK] key.



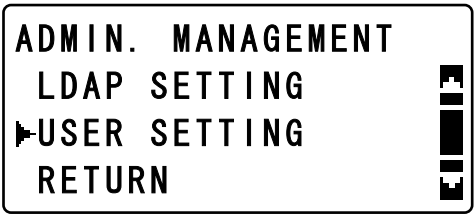
3 Type in the administrator access code, and then press the [OK] key.

– The manufacturer's default setting is "000000".

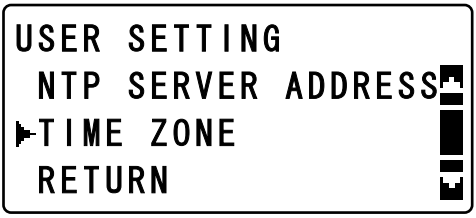


– If the code was incorrectly entered, press the [Clear/Stop] key to erase the number, and then type it in correctly.

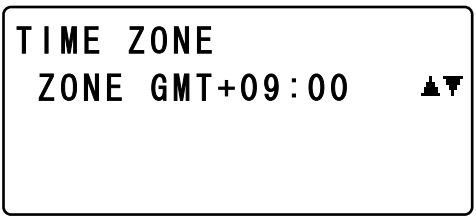
4 Press the [▼] or [▲] key until "USER SETTING" is selected, and then press the [OK] key.



5 In the "USER SETTING" menu, press the [▼] or [▲] key until "TIME ZONE" is selected, and then press the [OK] key.

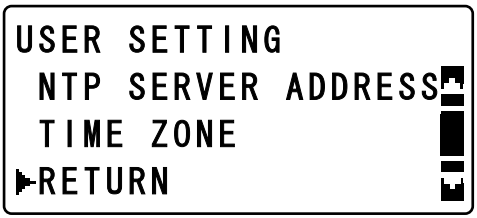


6 In the "TIME ZONE" menu, press the [▼] or [▲] key until the desired time zone is selected, and then press the [OK] key.



The message “ACCEPTED” appears, and then the “USER SETTING” menu appears again.

7 Press the [▼] or [▲] key until “RETURN” is selected, and then press the [OK] key.



8 Registering destinations

This chapter provides descriptions of the procedures for registering destination addresses.

8.1 Registering destinations

Destinations can be registered from the machine's control panel or from PageScope Web Connection. The following procedures describe how to register destinations from the machine's control panel.

Detail

For details on registering destinations from PageScope Web Connection, refer to "Using PageScope Web Connection" on page 11-1.

Operation	E-mail address destination	Description	Machine control panel	PageScope Web Connection
○: Can be set; -: Cannot be set				
Scan to E-mail	One-touch dial keys (Available only if fax kit FK-506 is installed)	Press a one-touch dial key to easily specify the destination. In an environment where an LDAP server is being used, the LDAP server can be searched for a destination to be registered.	○	○
Scan to E-mail	Speed dial numbers	A destination can be specified by entering the 3-digit speed dial number. In an environment where an LDAP server is being used, the LDAP server can be searched for a destination to be registered.	○	○
Scan to E-mail	Group dial keys (Available only if fax kit FK-506 is installed)	The transmission can be sent to multiple destination at the same time by using a single one-touch dial key.	○	○

Operation	E-mail address destination	Description	Machine control panel	PageScope Web Connection
Scan to Server (FTP)	Speed dial numbers (registered with an FTP server address)	Data can be uploaded to an FTP site.	-	○

Registering one-touch dial destinations

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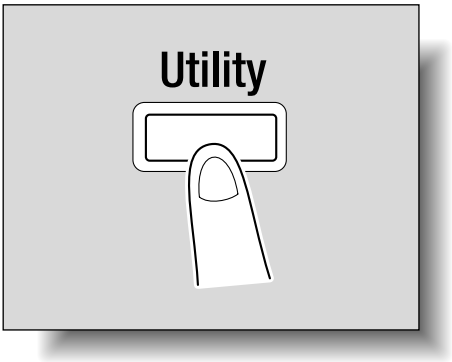
Note

In order to use the one-touch dial destinations, optional fax kit FK-506 must be installed.

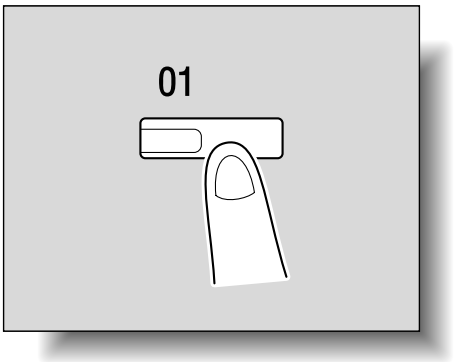
1 Press the [Utility] key in the control panel.



2 Press the [▼] or [▲] key until “DIAL REGISTRATION” is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “ONE-TOUCH DIAL” is selected, and then press the [OK] key.

4 Press the one-touch dial key to be programmed.



– One-touch dial keys 01 to 32 can be programmed.

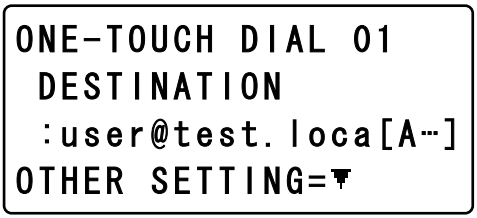
The number of the key to be programmed appears, and then the screen for registering settings appears.

5 Select “MANUAL SETTING” or “LDAP SEARCH”, and then press the [OK] key.

– If “MANUAL SETTING” was selected, continue with step 6.
– If “LDAP SEARCH” was selected, continue with step 9.

6 If “MANUAL SETTING” was selected, type in the name of the destination, and then press the [OK] key.

7 Type in the e-mail address of the recipient.



– When the destination address is entered, “OTHER SETTING=▼” appears. The transmission size and resolution for sending Internet faxes can be specified. These settings are applied when a transmission is specified using the procedure for Internet fax transmissions. The settings are not applied when a transmission is specified using the procedure for Scan to E-mail transmissions. For details on the Scan to E-mail operation, refer to “Performing a Scan to E-mail operation” on page 9-1.
For details on Internet faxing, refer to the User’s Guide for fax kit FK-506.

8 Press the [OK] key.

After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

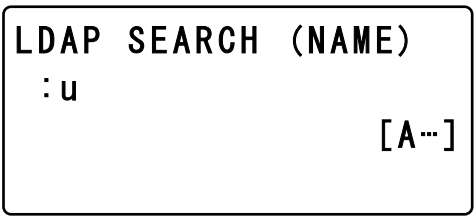
9 To perform an LDAP search, select “LDAP SEARCH” in the “ONE-TOUCH DIAL” menu, and then press the [OK] key.

10 Select “NAME” or “E-MAIL” for the destination information to be searched, and then press the [OK] key.

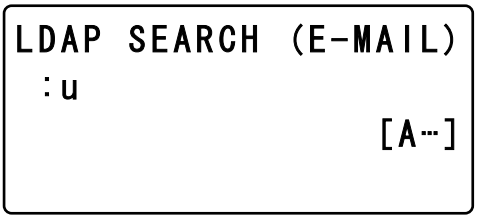
– The remainder of the procedure is the same, regardless of whether “NAME” or “E-MAIL” is selected. “LDAP SEARCH (NAME)” or “LDAP SEARCH (E-MAIL)” appears in the corresponding screen.

11 Type in part of the e-mail address or name registered for the desired destination, and then press the [OK] key.

– NAME



– E-MAIL

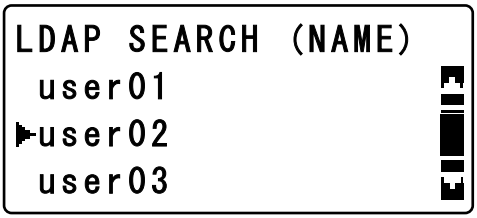


– A maximum of 10 characters can be entered to be searched for.
– The registration name or e-mail address searched for differs depending on the search method selected with the “SEARCH METHOD” parameter in the “LDAP SETTING” menu.
If “BEGIN” was selected, the registration name or e-mail address starting with the entered characters is searched for.
If “CONTAIN” was selected, the registration name or e-mail address containing the entered characters is searched for.
If “END” was selected, the registration name or e-mail address ending with the entered characters is searched for.
– If the text was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

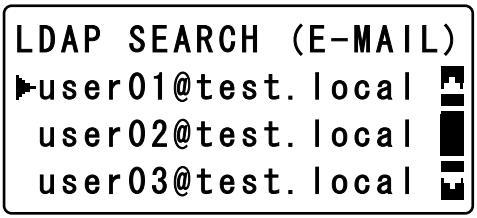
After the message “SEARCHING” appears, the list of corresponding registration names or e-mail addresses appears.

12 Press the [▼] or [▲] key until the desired registration name or e-mail address is selected in the search results, and then press the [OK] key.

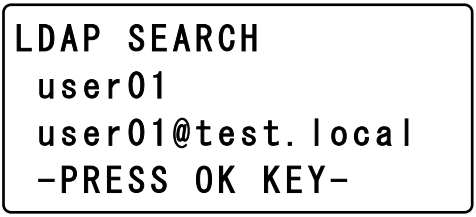
– NAME



– E-MAIL

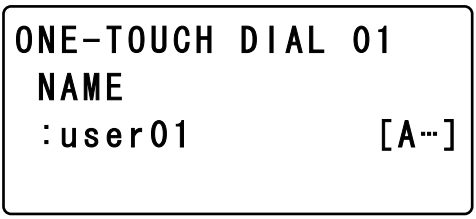


– Press the [▶] key to display the destination name and e-mail address. After checking the displayed information, press the [OK] key. If the wrong destination was selected, press the [Back] key to return to the previous screen.

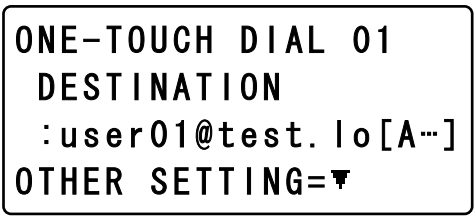


– If the e-mail address that was found contains 64 characters or more, the message “CAUTION” appears, and then the “DIAL REGISTRATION” menu appears again.

13 After checking the displayed destination name, press the [OK] key.



14 After checking the displayed e-mail address of the recipient, press the [OK] key.



After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

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Note

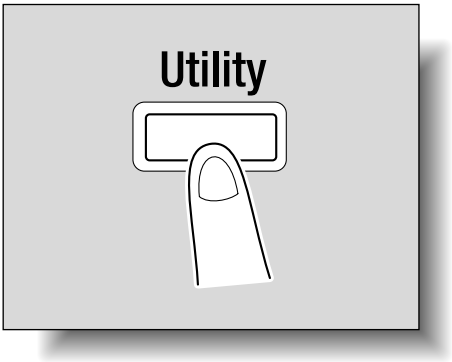
Pressing the [▼] key allows the transmission size and resolution for sending Internet faxes to be specified. These settings are applied when a transmission is specified using the procedure for Internet fax transmissions. The settings are not applied when a transmission is specified using the procedure for Scan to E-mail transmissions.

For details on the Scan to E-mail operation, refer to "Performing a Scan to E-mail operation" on page 9-1.

For details on Internet faxing, refer to the User's Guide for fax kit FK-506.

Registering speed dial destinations

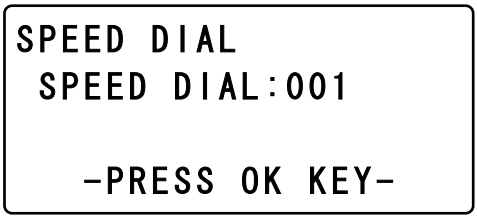
1 Press the [Utility] key in the control panel.



2 Press the [▼] or [▲] key until "DIAL REGISTRATION" is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “SPEED DIAL” is selected, and then press the [OK] key.

4 Type in the speed dial number to be programmed, and then press [OK] key.



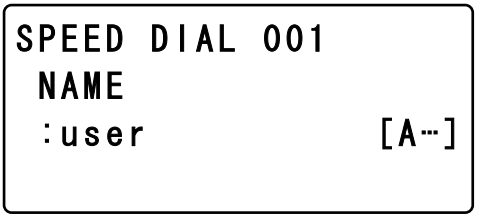
– Speed dial numbers 001 through 240 can be programmed from the control panel.

The speed dial number to be programmed appears, and then the screen for registering settings appears.

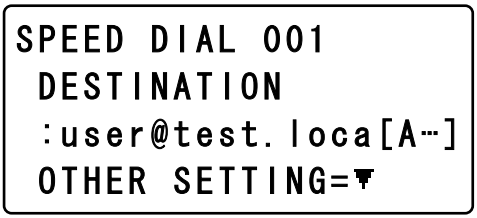
5 Select “MANUAL SETTING” or “LDAP SEARCH”, and then press the [OK] key.

– If “MANUAL SETTING” was selected, continue with step 6.
– If “LDAP SEARCH” was selected, continue with step 9.

6 If “MANUAL SETTING” was selected, type in the name of the destination, and then press the [OK] key.



7 Type in the e-mail address of the recipient.



– “OTHER SETTING=▼” appears only if fax kit FK-506 is installed, the transmission size and resolution for sending Internet faxes can be specified. These settings are applied when a transmission is specified using the procedure for Internet fax transmissions. The settings are not applied when a transmission is specified using the procedure for Scan to E-mail transmissions. For details on the Scan to E-mail operation, refer to “Performing a Scan to E-mail operation” on page 9-1.
For details on Internet faxing, refer to the User’s Guide for fax kit FK-506.

8 Press the [OK] key.

After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

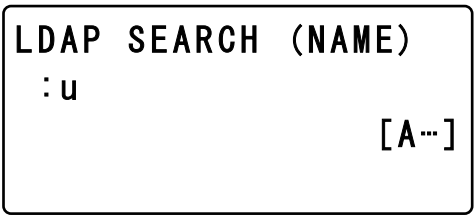
9 To perform an LDAP search, select “LDAP SEARCH” in the “SPEED DIAL” menu, and then press the [OK] key.

10 Select “NAME” or “E-MAIL” for the destination information to be searched, and then press the [OK] key.

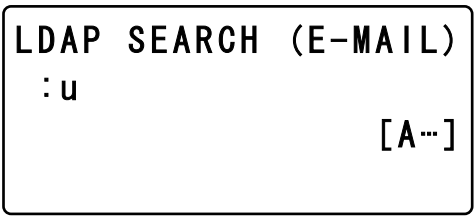
– The remainder of the procedure is the same, regardless of whether “NAME” or “E-MAIL” is selected. “LDAP SEARCH (NAME)” or “LDAP SEARCH (E-MAIL)” appears in the corresponding screen.

11 Type in part of the e-mail address or name registered for the desired destination, and then press the [OK] key.

– NAME



– E-MAIL



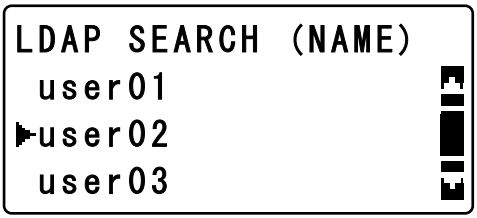
– A maximum of 10 characters can be entered to be searched for.
– The registration name or e-mail address searched for differs depending on the search method selected with the “SEARCH METHOD” parameter in the “LDAP SETTING” menu.
If “BEGIN” was selected, the registration name or e-mail address starting with the entered characters is searched for.
If “CONTAIN” was selected, the registration name or e-mail address containing the entered characters is searched for.
If “END” was selected, the registration name or e-mail address ending with the entered characters is searched for.

– If the text was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

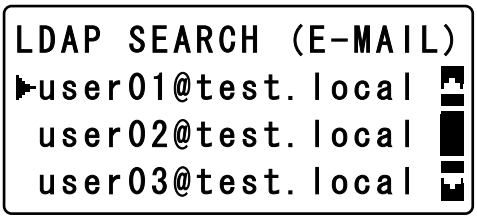
After the message “SEARCHING” appears, the list of corresponding registration names or e-mail addresses appears.

12 Press the [▼] or [▲] key until the desired registration name or e-mail address is selected in the search results, and then press the [OK] key.

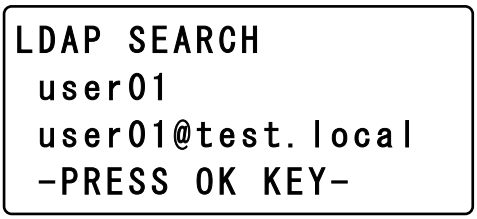
– NAME



– E-MAIL

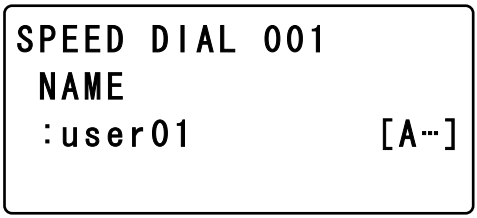


– Press the [▶] key to display the destination name and e-mail address. After checking the displayed information, press the [OK] key. If the wrong destination was selected, press the [Back] key to return to the previous screen.

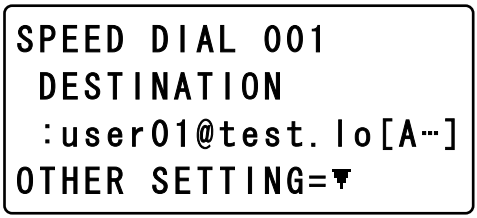


– If the e-mail address that was found contains 64 characters or more, the message “CAUTION” appears, and then the “DIAL REGISTRATION” menu appears again.

13 After checking the displayed destination name, press the [OK] key.



14 After checking the displayed e-mail address of the recipient, press the [OK] key.



After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

Note

Pressing the [▼] key allows the transmission size and resolution for sending Internet faxes to be specified. These settings are applied when a transmission is specified using the procedure for Internet fax transmissions. The settings are not applied when a transmission is specified using the procedure for Scan to E-mail transmissions.

For details on the Scan to E-mail operation, refer to “Performing a Scan to E-mail operation” on page 9-1.

For details on Internet faxing, refer to the User’s Guide for a fax kit FK-506.

Registering speed dial destinations (FTP servers)

The FTP server address where scan data is to be sent can be registered with speed dial numbers 241 to 250.

Note

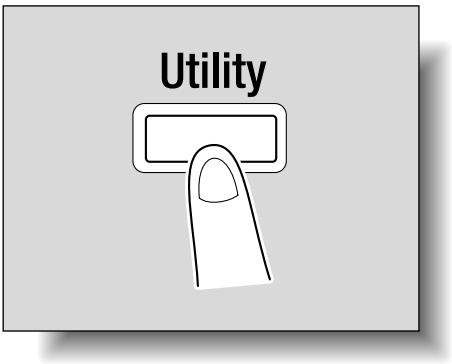
An FTP server address can only be registered with a speed dial number from Administrator mode of PageScope Web Connection. For details on accessing PageScope Web Connection, refer to "Using PageScope Web Connection" on page 11-1.

Registering group dial destinations

Note

In order to register a group dial destination, the recipient's e-mail address must already be registered with a one-touch dial key or a speed dial number.

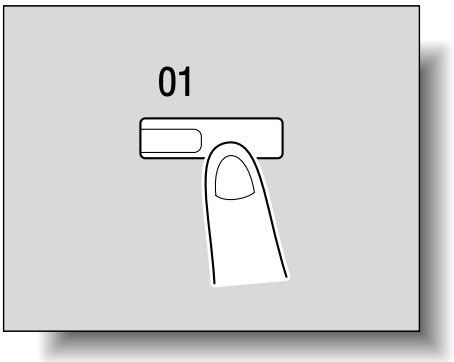
1 Press the [Utility] key in the control panel.



2 Press the [▼] or [▲] key until "DIAL REGISTRATION" is selected, and then press the [OK] key.

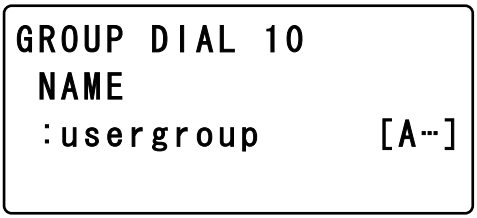
3 Press the [▼] or [▲] key until “GROUP DIAL” is selected, and then press the [OK] key.

4 Press the one-touch dial key to be programmed for group dialing.

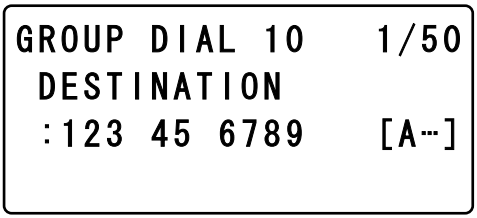


The number of the one-touch dial key to be programmed for group dialing appears with a screen for registering settings.

5 Type in the name of the destination, and then press the [OK] key.

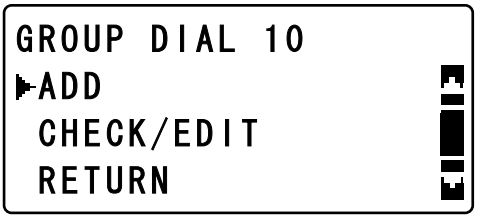


6 With the one-touch dial keys and speed dial numbers, specify the recipient.



The recipient information appears. Press the [OK] key.

7 To add a recipient to the group, press the [▼] or [▲] key until “ADD” is selected, and then press the [OK] key.



8 Use the one-touch dial keys and speed dial numbers to specify the recipient to be added.

9 Repeat steps 7 and 8 until all recipients to be registered with the group have been entered.

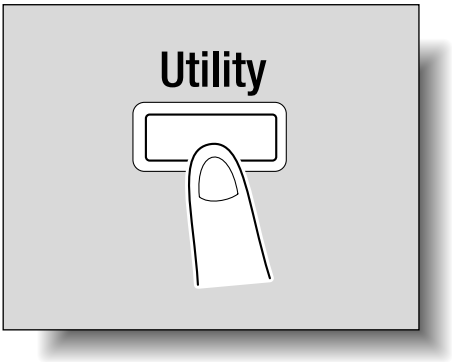
10 Press the [▼] or [▲] key until “RETURN” is selected, and then press the [OK] key.

After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

8.2 Editing or deleting registered information

Editing or deleting a one-touch dial destination

1 Press the [Utility] key in the control panel.



2 Press the [▼] or [▲] key until “DIAL REGISTRATION” is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “ONE-TOUCH DIAL” is selected, and then press the [OK] key.

4 Press the one-touch dial key for the destination to be edited or deleted. After the registered information is displayed, the following screen appears.

– If a group dial destination or program is registered with the selected one-touch dial key, the message “NOT ACCEPTED” appears, and then the “DIAL REGISTRATION” menu appears.

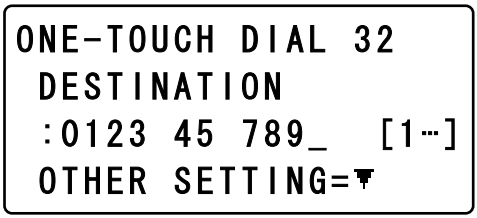
5 Press the [▼] or [▲] key until “EDIT” or “DELETE” is selected.

– If “DELETE” was selected and the [OK] key is pressed, the message “DELETED” appears, and then the “DIAL REGISTRATION” menu appears again.

6 To edit the information, select “EDIT”, and then press the [OK] key. The name of the registered destination is displayed.

– To correct destination name, press the [Clear/Stop] to erase it, and then type in the correct destination name.

7 Press the [OK] key.
The destination appears.



– To correct destination, press the [Clear/Stop] to erase it, and then type in the correct destination.

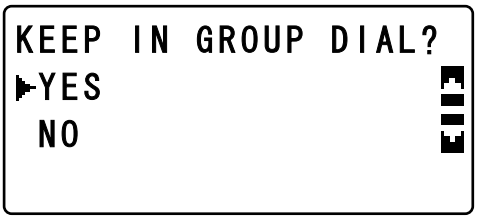
The destination is displayed.

8 Press the [OK] key.

After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

Note

If an edited one-touch dial destination is registered with a group dial destination, the following screen appears.

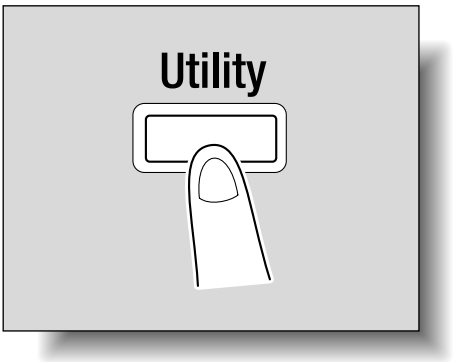


Press the [▼] or [▲] key until “YES” or “NO” is selected, and then press the [OK] key.

Whether “YES” or “NO” is selected, the message “REGISTERED” appears, and then the “DIAL REGISTRATION” menu appears again.

Editing or deleting a speed dial destination

1 Press the [Utility] key in the control panel.

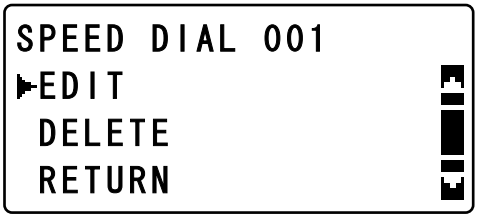


2 Press the [▼] or [▲] key until “DIAL REGISTRATION” is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “SPEED DIAL” is selected, and then press the [OK] key.

4 Type in the speed dial number for the destination to be edited or deleted, and then press the [OK] key.

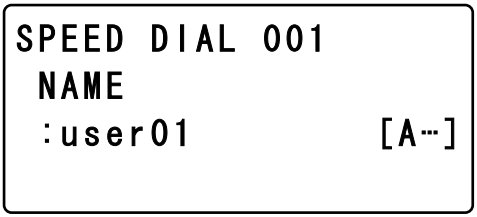
After the registered information is displayed, the following screen appears.



5 Press the [▼] or [▲] key until “EDIT” or “DELETE” is selected.

– If “DELETE” was selected and the [OK] key is pressed, the message “DELETED” appears, and then the “DIAL REGISTRATION” menu appears again.

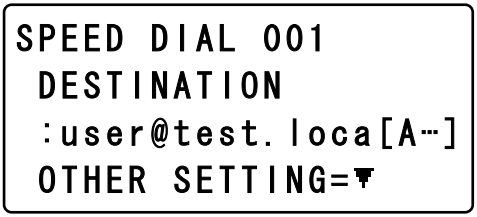
6 To edit the information, select “EDIT”, and then press the [OK] key.
The name of the registered destination is displayed.



– To correct destination name, press the [Clear/Stop] to erase it, and then type in the correct destination name.

The name of the registered destination is displayed.

7 Press the [OK] key.
The destination appears.



– To correct destination, press the [Clear/Stop] to erase it, and then type in the correct destination.
– “OTHER SETTING=▼” appears only if fax kit FK-506 is installed, the transmission size and resolution for sending Internet faxes can be specified.
For details on Internet faxing, refer to the User’s Guide for fax kit FK-506.

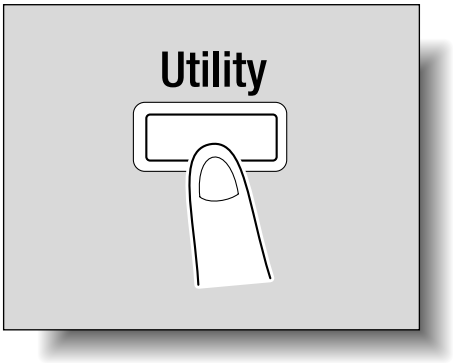
The destination is displayed.

8 Press the [OK] key.

After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

Editing or deleting a group dial destination

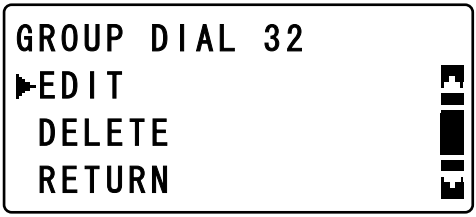
1 Press the [Utility] key in the control panel.



2 Press the [▼] or [▲] key until “DIAL REGISTRATION” is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “GROUP DIAL” is selected, and then press the [OK] key.

4 Press the one-touch dial key programmed with the group to be edited or deleted.
After the registered information is displayed, the following screen appears.

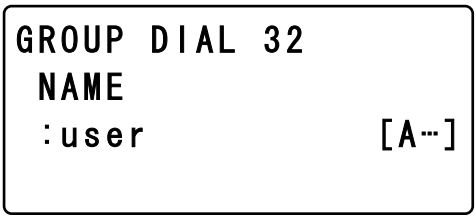


– If a one-touch dial destination or program is registered with the selected one-touch dial key, the message “NOT ACCEPTED” appears, and then the “DIAL REGISTRATION” menu appears.

5 Press the [▼] or [▲] key until “EDIT” or “DELETE” is selected.

– If “DELETE” was selected and the [OK] key is pressed, the message “DELETED” appears, and then the “DIAL REGISTRATION” menu appears again.

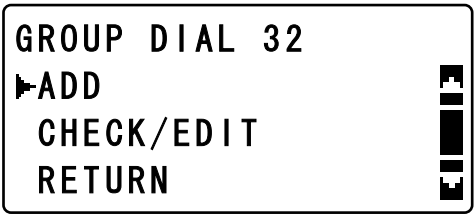
6 To edit the information, select “EDIT”, and then press the [OK] key.
The name of the registered destination is displayed.



– To correct destination name, press the [Clear/Stop] to erase it, and then type in the correct destination name.

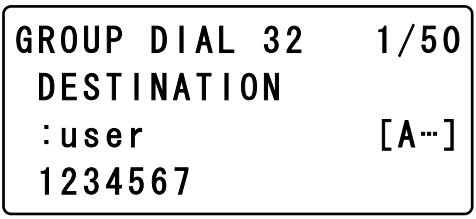
The name of the registered destination is displayed.

7 Press the [OK] key.
The following screen appears.



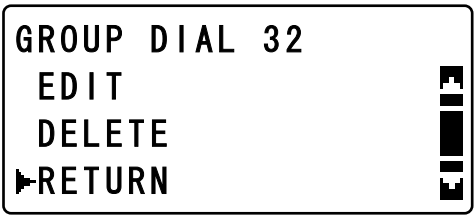
– To add a recipient to the group, press the [▼] or [▲] key until “ADD” is selected, and then press the [OK] key.

8 With the one-touch dial keys and speed dial numbers, enter the recipient to be registered.
The new recipient registered with the group appears.



– Press the [OK] key to display the screen shown in step 7. To add more recipients, repeat steps 7 and 8 until all recipients to be added have been registered.

9 After registering all recipients to be added, press the [▼] or [▲] key until “RETURN” is selected, and then press the [OK] key.



After the message “REGISTERED” appears, the “DIAL REGISTRATION” menu appears again.

9 Performing a Scan to E-mail operation

This chapter provides descriptions of the procedures for sending scan data as e-mail messages.

9.1 Basic transmission

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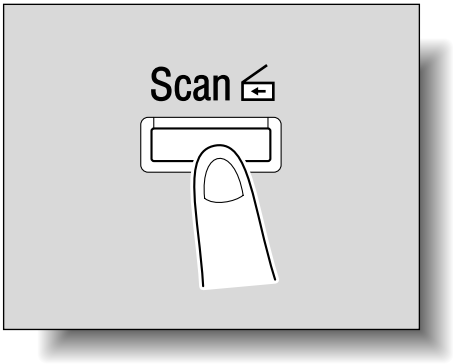
Reminder

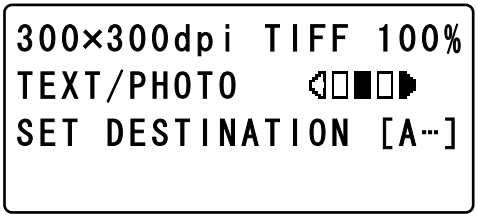
With the Scan to E-mail operation, documents are sent through a mail server. In addition, as soon as transmission with the server is finished correctly, the transmission is considered complete. In order to perform this operation, the IP address, SMTP server address and e-mail addresses must be specified in advance.

Using the automatic document feeder

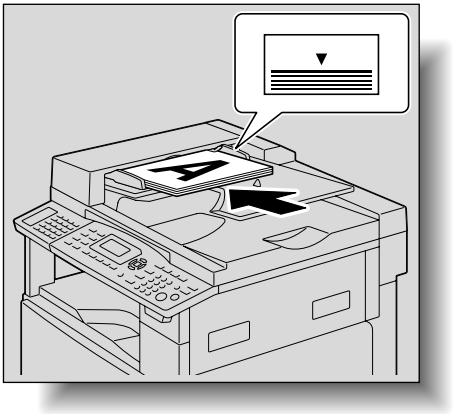
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.



2 Load the document to be sent into the document feeder.



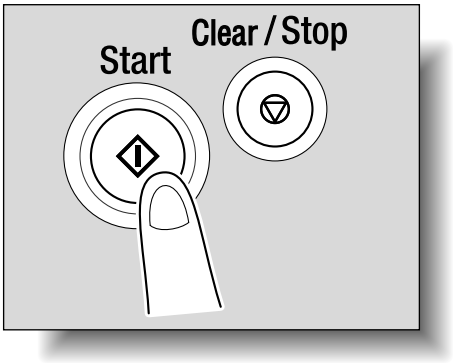
– Adjust the document guides to fit the size of the document.
– Load the document pages with the side to be scanned face up.
– For information on documents that can be used and the scanning area of the image, refer to the User's Guide included with this machine.

3 Using the keypad, type in the e-mail address of the recipient.

– When the destination address is entered, "OTHER SETTING=▼" appears. To change the transmission settings, such as the subject, cc address or file format, press the [▼] key. The "SCAN OTHER SETTING" menu appears. For details on changing the transmission settings, refer to "Changing the transmission settings" on page 9-10.
– The destination can be specified using any of the following procedures.
  Refer to "Specifying a one-touch dial destination" on page 9-33. (One-touch dial destinations are available only when optional fax kit FK-506 is installed.)
  Refer to "Specifying a speed dial destination" on page 9-35.
  Refer to "Selecting a destination from the phone book" on page 9-39.

4 Press the [Start] key.

Scanning and transmission begins.



Note

E-mail addresses specified after the [Scan] key is pressed are set as Scan to E-mail recipients.

Up to 64 characters can be entered.

To stop scanning, press the [Clear/Stop] key.

If the transmission could not be completed correctly, a transmission result report is printed.

To cancel a queued transmission of scan data, press the [Function] key, and then select "CANCEL RESERV.". For details, refer to the User's Guide for fax kit FK-506.

Positioning documents on the original glass

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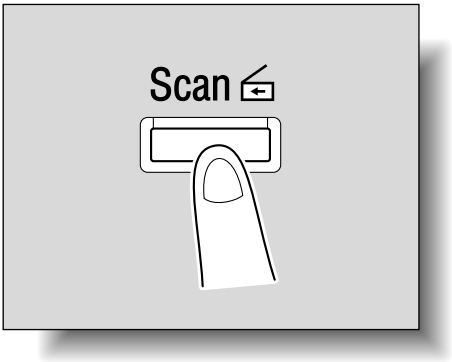
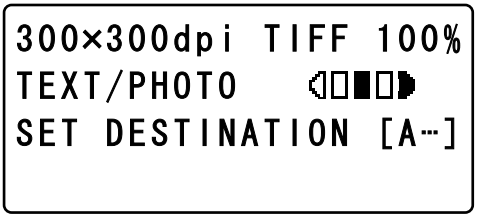
Note

E-mail addresses specified after the [Scan] key is pressed are set as Scan to E-mail recipients.

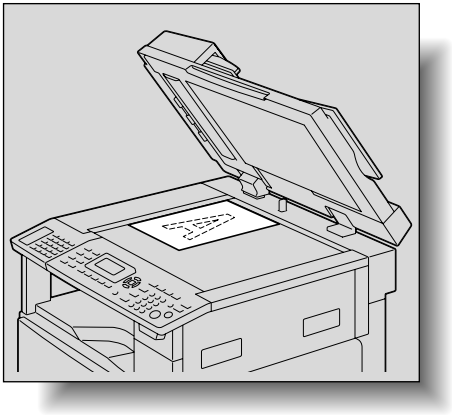
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.

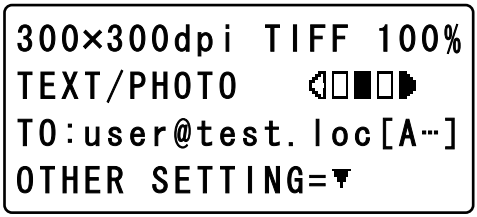


2 Lift open the original cover, and then position the document to be sent on the original glass.



– Load the document page with the side to be scanned face down.
– Align the document on the scales above and to the left of the original glass.
– For information on documents that can be used and the scanning area of the image, refer to the User's Guide included with this machine.

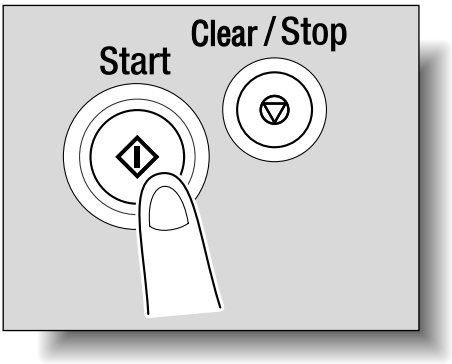
3 Using the keypad, type in the e-mail address of the recipient.



– When the destination address is entered, "OTHER SETTING=▼" appears. To change the transmission settings, such as the subject, cc address or file format, press the [▼] key. The "SCAN OTHER SETTING" menu appears. For details on changing the transmission settings, refer to "Changing the transmission settings" on page 9-10.

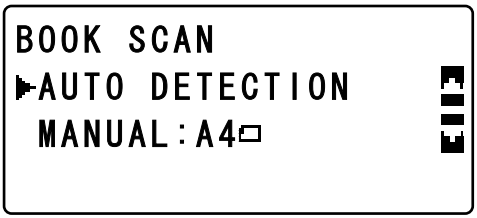
– The destination can be specified using any of the following procedures.
  Refer to “Specifying a one-touch dial destination” on page 9-33. (One-touch dial destinations are available only when optional fax kit FK-506 is installed.)
  Refer to “Specifying a speed dial destination” on page 9-35.
  Refer to “Selecting a destination from the phone book” on page 9-39.
– Up to 64 characters can be entered.

4 Press the [Start] key.



The “BOOK SCAN” menu appears.

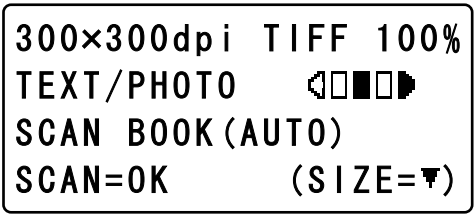
5 Press the [▼] or [▲] key until “AUTO DETECTION” is selected, and then press the [OK] key.



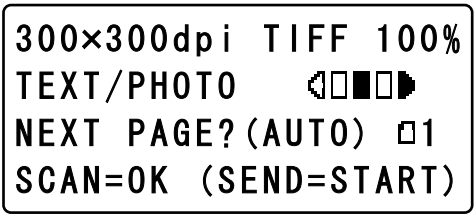
– The remainder of the procedure differs depending on whether “AUTO DETECTION” or “MANUAL” was selected.

When "AUTO DETECTION" is selected

1 If "AUTO DETECTION" was selected in step 5 and the [OK] key is pressed, the following screen appears.



2 Press the [OK] key.
The message "SCANNING" appears, and the following screen appears when scanning is finished.



– When scanning a document that contains multiple pages, position the next page of the document on the original glass, and then press the [OK] key. Repeat this step until all pages of the document are scanned.

3 After all pages of the document are scanned, press the [Start] key.

When transmission is finished, the message "COMPLETE" appears and the Scan mode screen appears again.

Note

To stop scanning, press the [Clear/Stop] key.

If the transmission could not be completed correctly, a transmission result report is printed.

To cancel a queued transmission of scan data, press the [Function] key, and then select "CANCEL RESERV.". For details, refer to the User's Guide for fax kit FK-506.

When "MANUAL" is selected

...

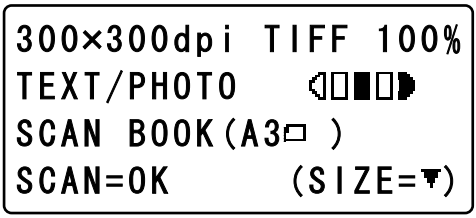
Note

If "MANUAL" was selected, the scanning size can be changed.

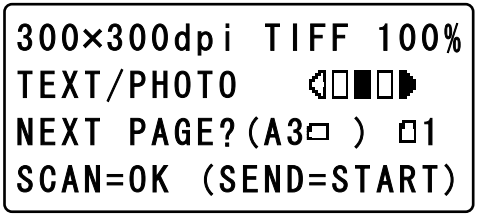
The settings available for the scanning size are METRIC ("A3▭", "A4▭", "A4▯", "A5▭", "A5▯", "B4▭", "B5▭", "B5▯", "FLS▭", "8K▭", "16K▭", "16K▯") and INCH ("11×17", "11×14", "LGL▭", "LTR▭", "LTR▯", "INV▭" and "INV▯")

1 If "MANUAL" was selected in step 5 and the [OK] key is pressed, the following screen appears.

2 Press the [▼] or [▲] key to select the appropriate scanning size, and then press the [OK] key.



3 Press the [OK] key.
The message “SCANNING” appears, and the following screen appears when scanning is finished.



– When scanning a document that contains multiple pages, position the next page of the document on the original glass, and then press the [OK] key. Repeat this step until all pages of the document are scanned.

4 After all pages of the document are scanned, press the [Start] key.

When transmission is finished, the message “COMPLETE” appears and the Scan mode screen appears again.

Note

To stop scanning, press the [Clear/Stop] key.

If the transmission could not be completed correctly, a transmission result report is printed.

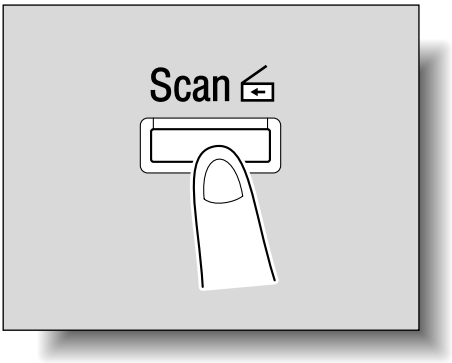
To cancel a queued transmission of scan data, press the [Function] key, and then select “CANCEL RESERV.”. For details, refer to the User’s Guide for fax kit FK-506.

9.2 Changing the transmission settings

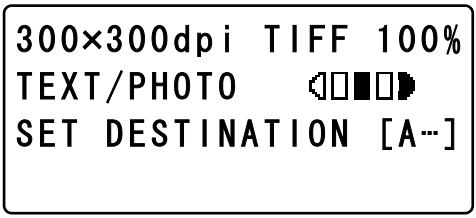
From the “SCAN OTHER SETTING” menu, settings for the subject, cc address, file format and compression encoding method can be specified for the scanned data.

Specifying the subject

1 Press the [Scan] key.

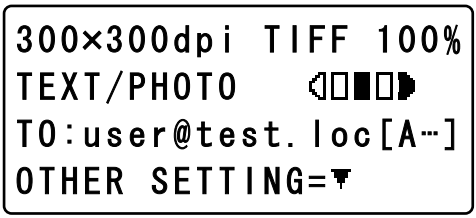


The machine enters Scan mode, and the Scan mode screen appears.



2 Position the document, and then specify the recipient.

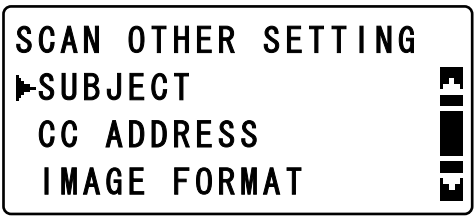
“OTHER SETTING=▼” appears.



3 Press the [▼] key.

The “SCAN OTHER SETTING” menu appears.

4 Press the [▼] or [▲] key until “SUBJECT” is selected, and then press the [OK] key.

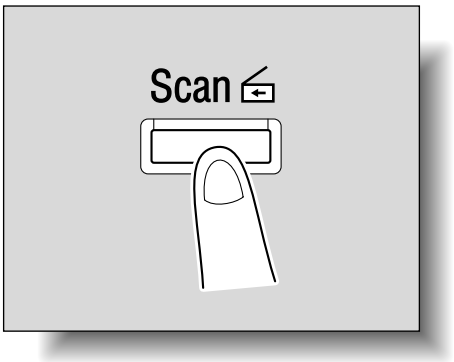


5 Type in the subject (title) for the e-mail message to be sent, and then press the [OK] key.
The “SCAN OTHER SETTING” menu appears again.

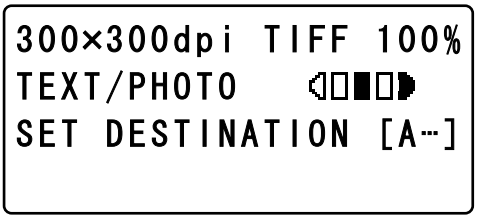
– Up to 64 characters can be entered.

Specifying a cc address

1 Press the [Scan] key.

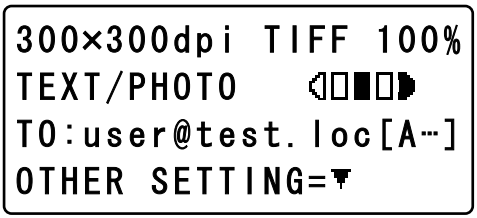


The machine enters Scan mode, and the Scan mode screen appears.



2 Position the document, and then specify the recipient.

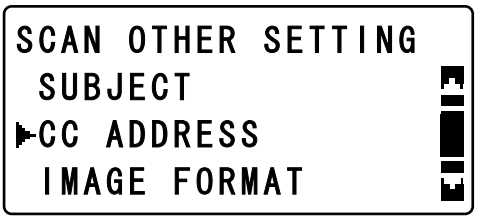
"OTHER SETTING=▼" appears.



3 Press the [▼] key.

The "SCAN OTHER SETTING" menu appears.

4 In the "SCAN OTHER SETTING" menu, press the [▼] or [▲] key until "CC ADDRESS" is selected, and then press the [OK] key.



5 Enter the e-mail address of the recipient that you wish to send a copy (cc) to, and then press the [OK] key.
A menu containing “ADD” and “CHECK/EDIT” appears.

– To send a copy (cc) to multiple recipients, select “ADD”, and then press the [OK] key. When the screen for entering the cc address appears, specify the e-mail address of the recipients to be added. Repeat this step until all of the recipients are specified.

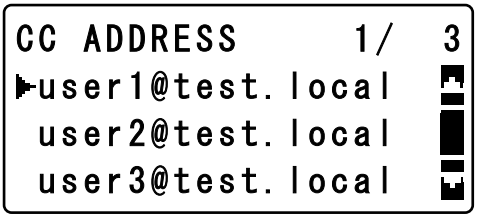
– A maximum of 254 cc addresses can be specified.
– To check or edit an entered cc address, select “CHECK/EDIT”, and then press the [OK] key.

Checking/editing a cc address

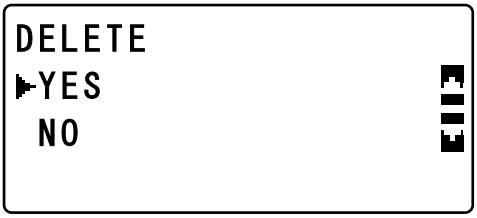
1 In the “CC ADDRESS” menu (which contains “ADD” and “CHECK/EDIT”), press the [▼] or [▲] key until “CHECK/EDIT” is selected, and then press the [OK] key.

A list of the entered cc addresses appears.

2 Press the [▼] or [▲] key until the address to be checked or edited is selected.



– If the [Clear/Stop] key is pressed, the DELETE screen appears. Press the [▼] or [▲] key until “YES” is selected, and then press the [OK] key. The message “DELETED” appears, the selected address is deleted, and then the list of cc addresses appears. To delete another address, repeat this step.



– If the [OK] key is pressed, only the selected address is displayed. To delete on character at a time, press the [Clear/Stop] key. If all characters are deleted and the [OK] key is pressed, the DELETE screen appears. Press the [▼] or [▲] key until “YES” is selected, and then press the [OK] key. The message “DELETED” appears, the selected address is deleted, and then the list of cc addresses appears. To delete another address, repeat this step.

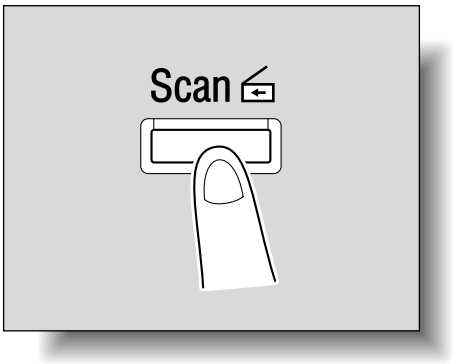
3 While the list of cc addresses is displayed, press the [Back] key. The “CC ADDRESS” menu (which contains “ADD” and “CHECK/EDIT”) appears.

4 Press the [▼] or [▲] key until “RETURN” is selected, and then press the [OK] key.

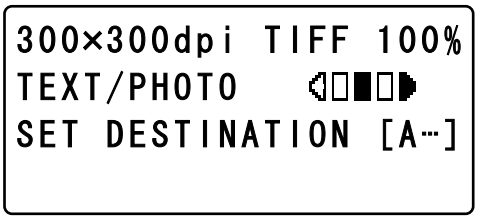
The “SCAN OTHER SETTING” menu appears again.

Selecting the file format

1 Press the [Scan] key.

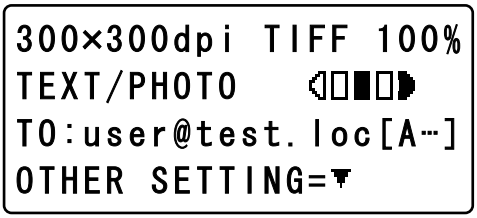


The machine enters Scan mode, and the Scan mode screen appears.



2 Position the document, and then specify the recipient.

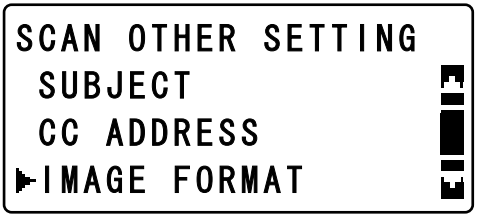
"OTHER SETTING=▼" appears.



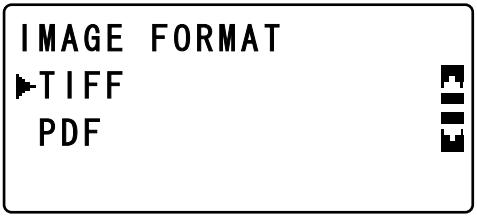
3 Press the [▼] key.

The "SCAN OTHER SETTING" menu appears.

4 Press the [▼] or [▲] key until "IMAGE FORMAT" is selected, and then press the [OK] key.



5 Press the [▼] or [▲] key until either "TIFF" or "PDF" is selected as the desired file format.

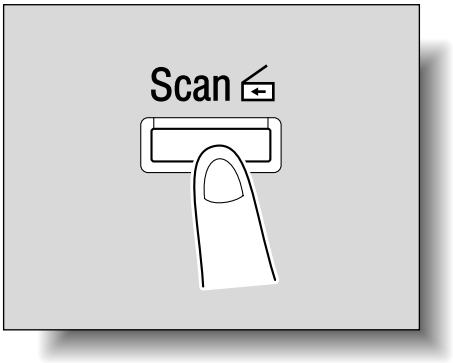


6 Press the [OK] key.

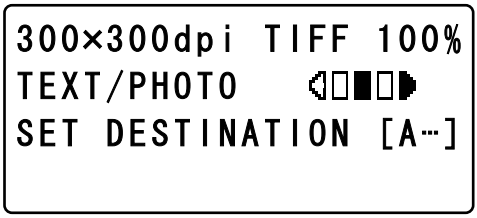
After the message "ACCEPTED" appears, the "SCAN OTHER SETTING" menu appears again.

Selecting the compression encoding method

1 Press the [Scan] key.

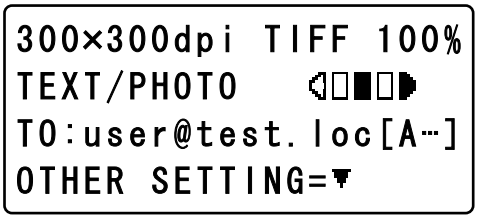


The machine enters Scan mode, and the Scan mode screen appears.



2 Position the document, and then specify the recipient.

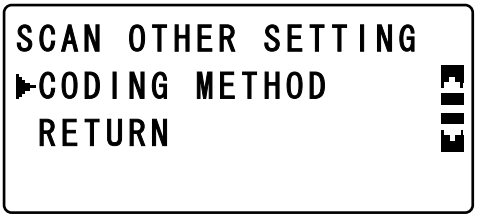
"OTHER SETTING=▼" appears.



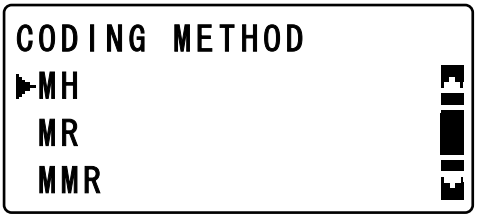
3 Press the [▼] key.

The "SCAN OTHER SETTING" menu appears.

4 Press the [▼] or [▲] key until “CODING METHOD” is selected, and then press the [OK] key.



5 Press the [▼] or [▲] key until “MH”, “MR” or “MMR” is selected as the compression encoding method.



6 Press the [OK] key.

After the message “ACCEPTED” appears, the “SCAN OTHER SETTING” menu appears again.

7 After specifying all settings, press the [▼] or [▲] key until “RETURN” is selected, and then press the [OK] key.

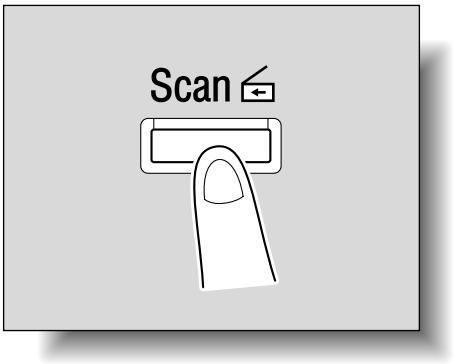
The Scan mode screen appears again.

9.3 Changing the scanning quality settings

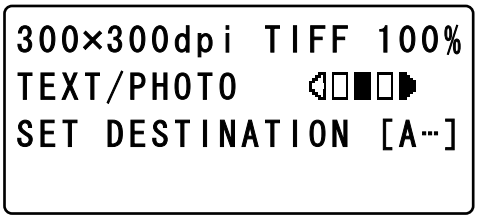
From the “QUALITY” menu (which contains “RESOLUTION” and “ORIGINAL”), the scanning quality (resolution and document quality) settings can be changed. If the settings are not changed, the scan data is sent with the scan settings displayed when the [Scan] key is pressed.

Selecting the resolution

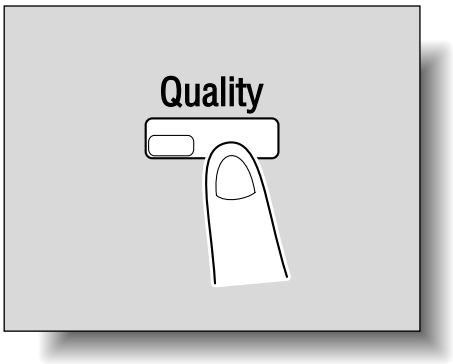
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.

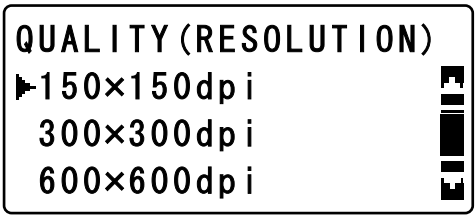


2 Press the [Quality] key.



3 Press the [▼] or [▲] key until “RESOLUTION” is selected, and then press the [OK] key.

4 Press the [▼] or [▲] key to select the appropriate resolution.



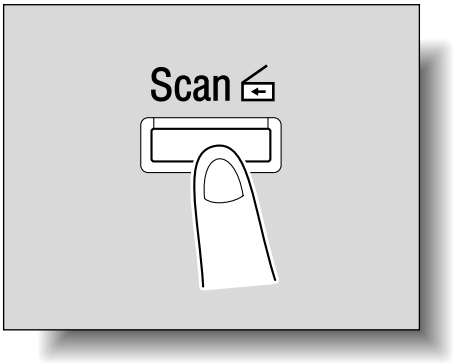
– The settings available for the resolution are “150×150dpi”, “300×300dpi” and “600×600dpi”.
– The manufacturer’s default setting is “300×300dpi”.

5 Press the [OK] key.

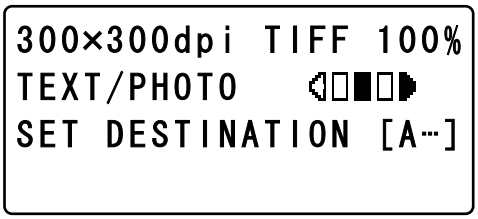
After the message “ACCEPTED” appears, the Scan mode screen appears again.

Selecting the document quality

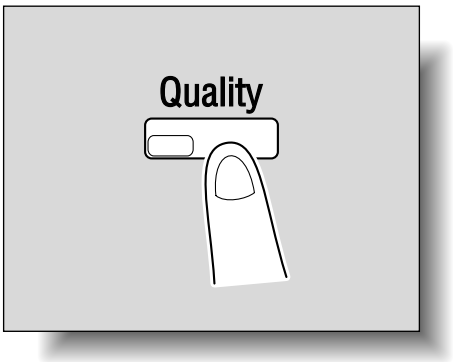
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.



2 Press the [Quality] key.



3 Press the [▼] or [▲] key until “ORIGINAL” is selected, and then press the [OK] key.

4 Press the [▼] or [▲] key until the type of document to be attached to e-mail messages is selected.

– The settings available for the document quality are “TEXT/PHOTO”, “TEXT” and “PHOTO”.
– The manufacturer’s default setting is “TEXT/PHOTO”.

5 Press the [OK] key.

After the message “ACCEPTED” appears, the Scan mode screen appears again.

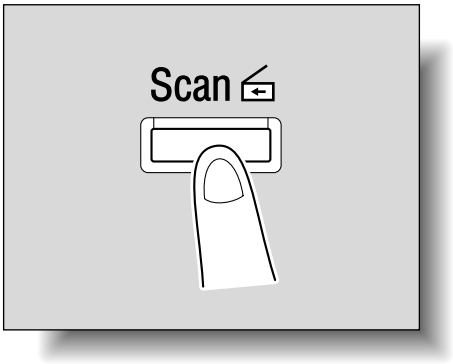
9.4 Changing the document scanning density

From the DENSITY screen, the scanning density for the document can be changed.

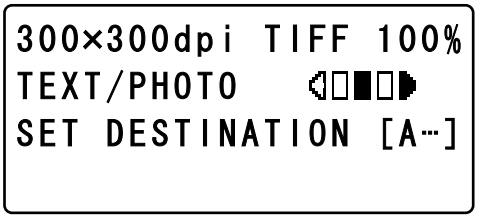
When “TEXT/PHOTO” or “TEXT” was selected

When “TEXT/PHOTO” or “TEXT” is selected, the density can be specified as described below.

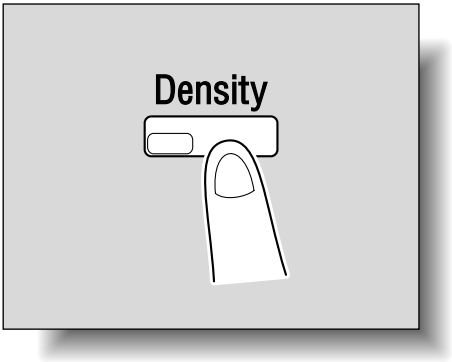
1 Press the [Scan] key.



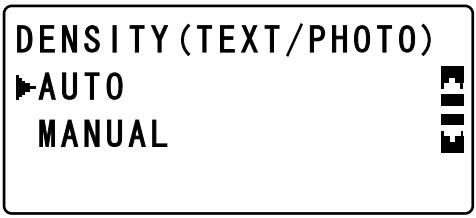
The machine enters Scan mode, and the Scan mode screen appears.



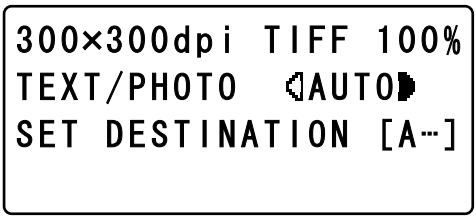
2 Press the [Density] key. The DENSITY screen appears.



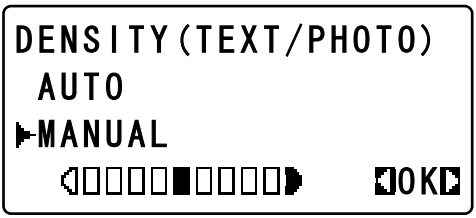
3 Press the [▼] or [▲] key until “AUTO” or “MANUAL” is selected, and then press the [OK] key.



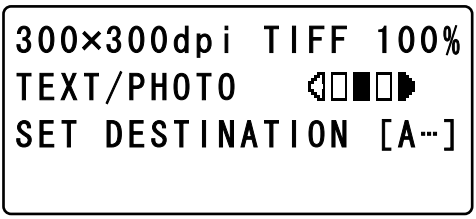
– If “AUTO” is selected, the message “ACCEPTED” appears, and then the Scan mode screen appears again with “AUTO” appearing as the density setting.



– If “MANUAL” is selected, a screen appears, allowing you to adjust the density. Press the [◀] or [▶] key to adjust the density. Adjusting the setting to the left reduces the density (lightens the image). Adjusting the setting to the right increases the density (darkens the image).



When the [OK] key is pressed after the density setting is adjusted, the message “ACCEPTED” appears, and then the Scan mode screen appears again with the adjusted density setting indicated.

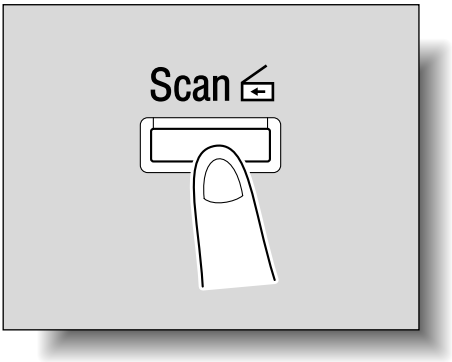


Note
The manufacturer’s default setting is “AUTO”.

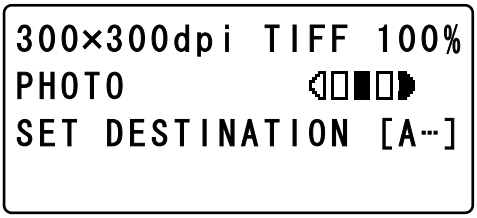
When “PHOTO” was selected

When “PHOTO” is selected, the density can be specified as described below.

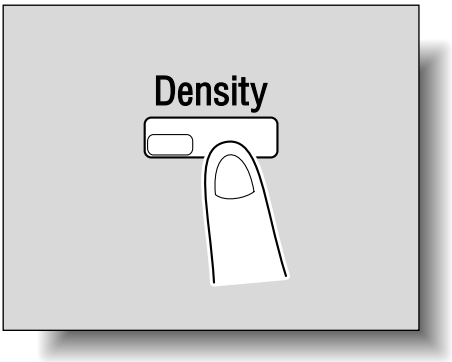
1 Press the [Scan] key.



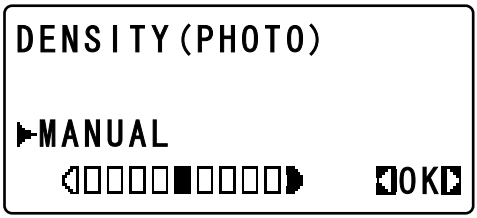
The machine enters Scan mode, and the Scan mode screen appears.



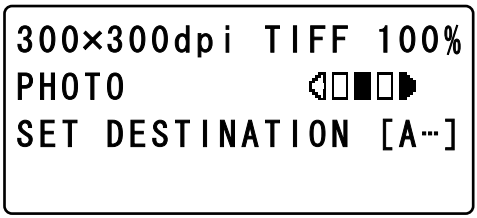
2 Press the [Density] key.



3 Press the [◀] or [▶] key to adjust the density.



4 When the [OK] key is pressed, the message “ACCEPTED” appears, and then the Scan mode screen appears again with the adjusted density setting indicated.



– If the density setting is adjusted to the left, the setting on the left side is indicated in the Scan mode screen. If the density setting is adjusted to the right, the setting on the right side is indicated in the Scan mode screen.

Note

The manufacturer’s default setting is the middle setting.

9.5 Specifying the default scanning settings

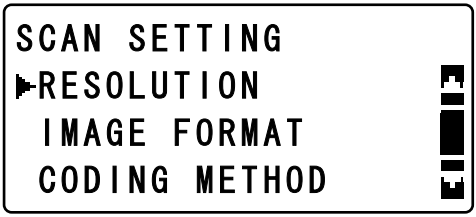
The default settings for the resolution, data format and compression encoding method during scanning and transmission with Scan to E-mail and Scan to Server (FTP) operations can be changed.

Selecting the resolution

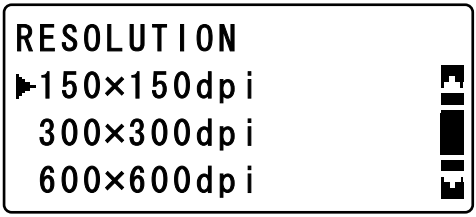
1 Press the [Utility] key.

2 Press the [▼] or [▲] key until “SCAN SETTING” is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “RESOLUTION” is selected, and then press the [OK] key.



4 Press the [▼] or [▲] key to select the appropriate resolution from the available settings.



– The settings available for the resolution are “150×150dpi”, “300×300dpi” and “600×600dpi”.

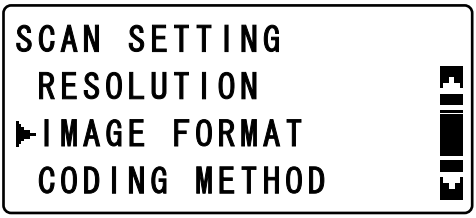
5 Press the [OK] key, the message “ACCEPTED” appears, and then the “SCAN SETTING” menu appears again.

Selecting the file format

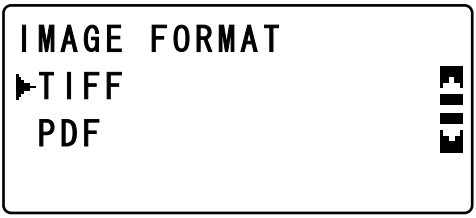
1 Press the [Utility] key.

2 Press the [▼] or [▲] key until “SCAN SETTING” is selected, and then press the [OK] key.

3 Press the [▼] or [▲] key until “IMAGE FORMAT” is selected, and then press the [OK] key.



4 Press the [▼] or [▲] key until either “TIFF” or “PDF” is selected as the desired file format.

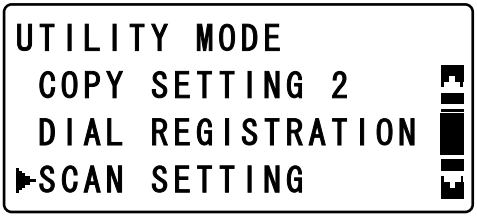


5 When the [OK] key is pressed, the message “ACCEPTED” appears, and then the “SCAN SETTING” menu appears again.

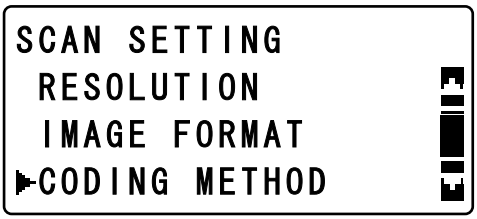
Selecting the compression encoding method

1 Press the [Utility] key.

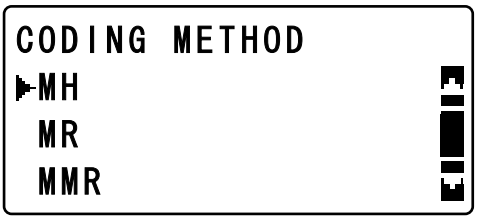
2 Press the [▼] or [▲] key until “SCAN SETTING” is selected, and then press the [OK] key.



3 Press the [▼] or [▲] key until “CODING METHOD” is selected, and then press the [OK] key.



4 Press the [▼] or [▲] key to select the appropriate compression encoding method from the available settings.



– The settings available for the compression encoding method are “MH”, “MR” and “MMR”.

5 Press the [OK] key.

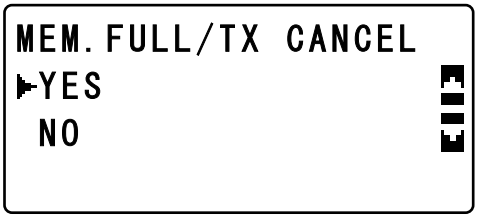
After the message “ACCEPTED” appears, the “SCAN SETTING” menu appears again.

9.6 If the memory becomes full while scanning documents

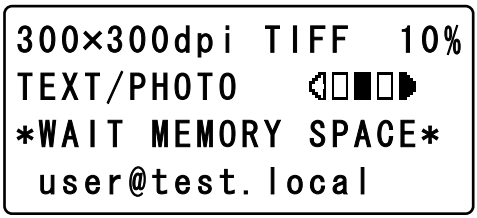
If the memory becomes nearly full while documents are being scanned, a warning message appears. Select whether to continue the transmission or to cancel it.

After a message appears warning that the memory is nearly full, the “MEM. FULL/TX CANCEL” menu appears.

➔ Press the [▼] or [▲] key until “YES” or “NO” is selected, and then press the [OK] key.



– If “YES” is selected and the [OK] key is pressed, the message “ACCEPTED” appears, and then the Scan mode screen appears again.
– If “NO” is selected and the [OK] key is pressed, the message “*WAIT MEMORY SPACE*” appears, and transmission of the scanned page begins. After the transmission is finished, the scanning of the remaining pages begins automatically.



– If the memory became full while scanning a document from the original glass, select “NO” when the warning message appears, and then press the [OK] key to begin sending the scanned pages. When the transmission is finished, the message “COMPLETE” appears, and then the Scan mode screen appears again.

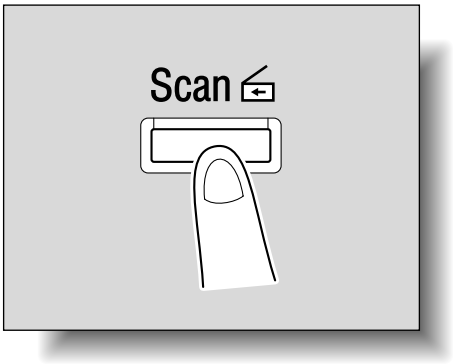
– In the MEM. FULL/TX CANCEL screen, the message “MEMORY FULL” appears after the length of time for an automatic reset operation has passed, and a transmission result report is printed. After any key is pressed, the message “JOB CANCELED” appears, and then the Scan mode screen appears.

9.7 Specifying a one-touch dial destination

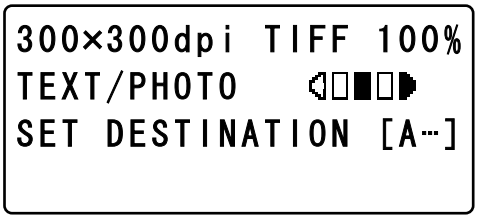
Note

In order to use the one-touch dial destinations, optional fax kit FK-506 must be installed.

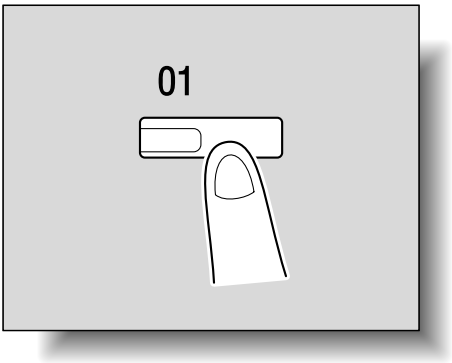
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.



2 Press the one-touch dial key ([01] through [32]) programmed with the e-mail address of the recipient.



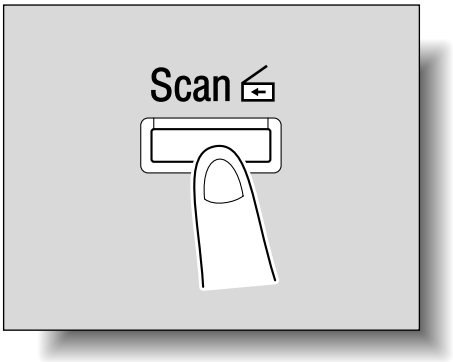
Note

The recipient must have been registered with a one-touch dial key in advance.

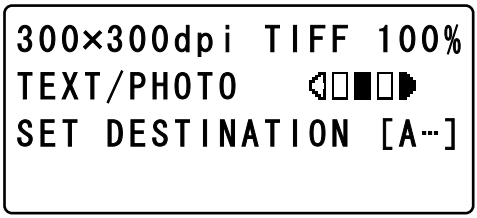
For details on programming the one-touch dial keys, refer to "Registering destinations" on page 8-1.

9.8 Specifying a speed dial destination

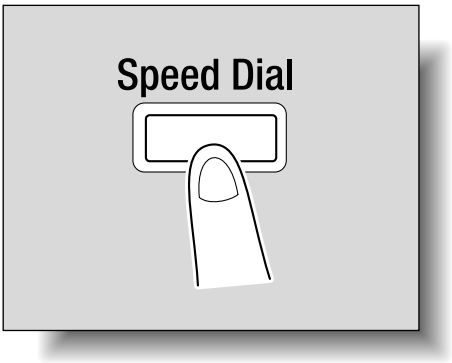
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.



2 Press the [Speed Dial] key, and then use the keypad to type in the 3-digit speed dial number (number programmed with the e-mail address).



3 Press the [OK] key.

– The destination is specified.

...

Note

The recipient must have been registered with a speed dial number in advance.

For details on programming speed dial numbers, refer to "Registering destinations" on page 8-1.

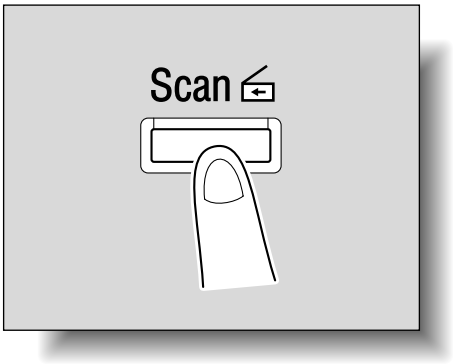
If the number was incorrectly entered, press the [Back] key, and then type it in correctly.

9.9 Specifying a recipient from a group dial destination

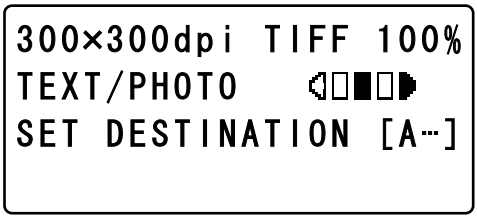
Note

In order to use the group dial destinations, optional fax kit FK-506 must be installed.

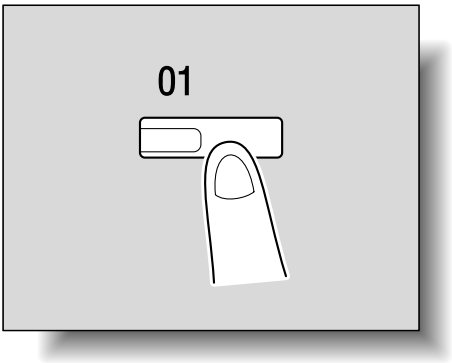
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.



2 Press the one-touch dial key ([01] through [32]) programmed with the group containing the desired recipient.



Note

The recipient must have been registered with a group dial destination in advance.

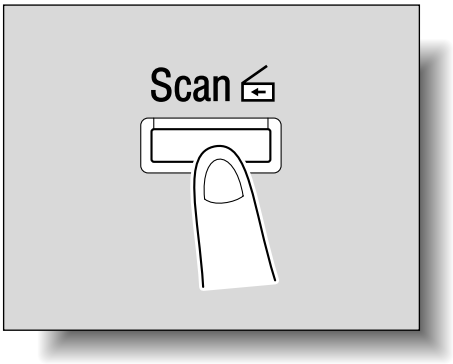
For details on registering group dial destinations, refer to "Registering destinations" on page 8-1.

If even one fax number is registered with a group dial destination, that group dial key is not available for Scan to E-mail operations. In that case, the message "NOT E-MAIL ADDRESS" appears.

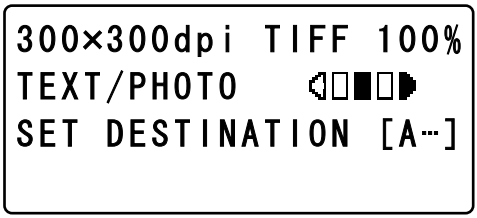
9.10 Selecting a destination from the phone book

The phone book contains all destinations registered with one-touch dial keys and speed dial numbers. In addition, in an environment where an LDAP server is being used, the LDAP server can be searched for destinations to be registered. The transmission can be sent to the destination found in the phone book using this function.

1 Press the [Scan] key.

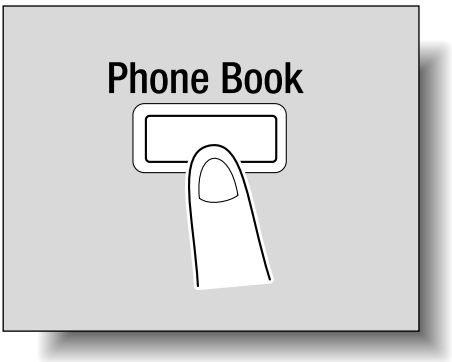


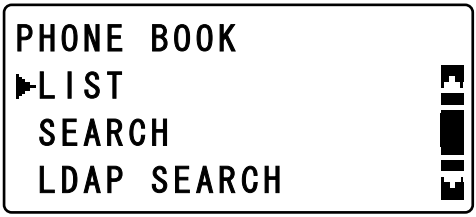
The machine enters Scan mode, and the Scan mode screen appears.



2 Press the [Phone Book] key.

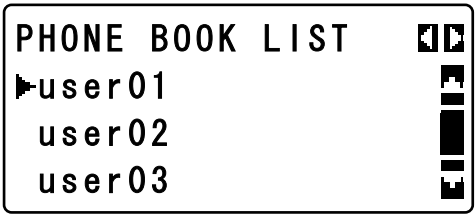
The “PHONE BOOK” menu appears.





3 Press the [▲] or [▼] key until “LIST”, “SEARCH” or “LDAP SEARCH” is selected, and then press the [OK] key.

– If “LIST” was selected, the list of all destinations registered with one-touch dial keys and speed dial numbers appears. Press the [▼], [▲] or [▶] key until the desired recipient is selected.
Press the [▶] key to search for the desired starting character (A → B → C ...).

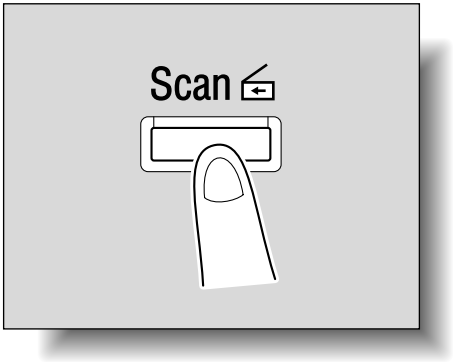


– If “SEARCH” was selected, a screen appears, allowing you to type in the text to be searched for. Search for the desired recipient by entering part (or all) of the registered name. For details on performing the search in the phone book, refer to “Searching the phone book” on page 9-41.
– If “LDAP SEARCH” was selected, the address of a recipient registered with the LDAP server can be searched for. For details on performing an LDAP search, refer to “Searching the LDAP server” on page 9-44.

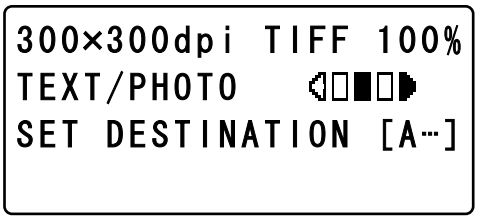
4 Press the [Start] key.

Searching the phone book

1 Press the [Scan] key.

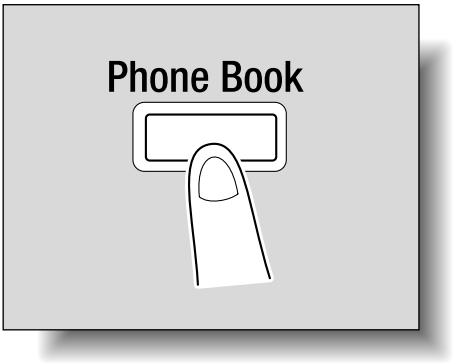


The machine enters Scan mode, and the Scan mode screen appears.

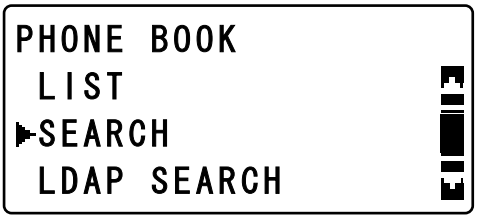


2 Press the [Phone Book] key.

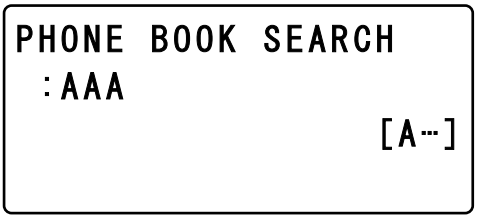
The “PHONE BOOK” menu appears.



3 Press the [▼] or [▲] key until “SEARCH” is selected, and then press the [OK] key.

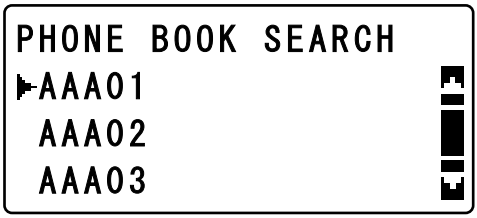


4 Type in the first few characters of the name registered for the desired recipient.



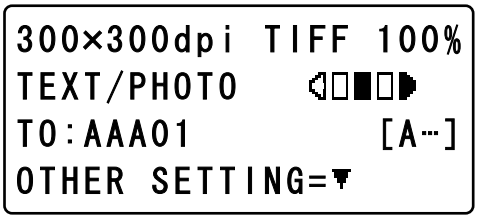
– Enter part of the name registered with the one-touch dial key or the speed dial number.
– A maximum of 10 numbers can be entered.

5 Press the [OK] key.
After the message “SEARCHING” appears, the search results screen appears.



– If a destination could not be found with the entered name, the message “NOT FOUND” appears, and then the screen shown in step 4 appears.

6 Select the destination, and then press the [OK] key.
The destination appears in the Scan mode screen.

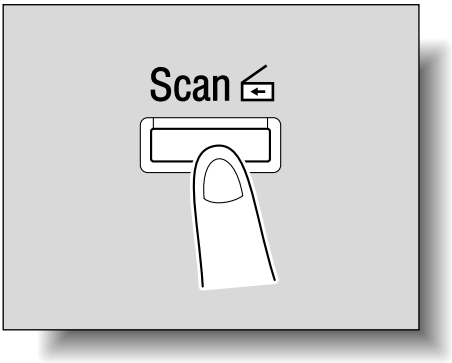


– When the destination address is entered, “OTHER SETTING=▼” appears. To change transmission settings, such as the subject, cc address or image format, press the [▼] key. The “SCAN OTHER SETTING” menu appears. For details on changing the transmission settings, refer to “Changing the transmission settings” on page 9-10.

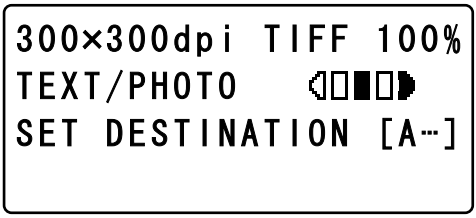
7 Press the [Start] key.

Searching the LDAP server

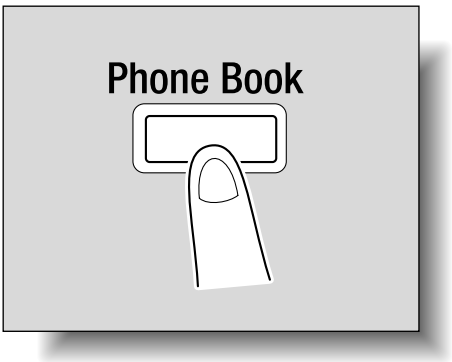
1 Press the [Scan] key.



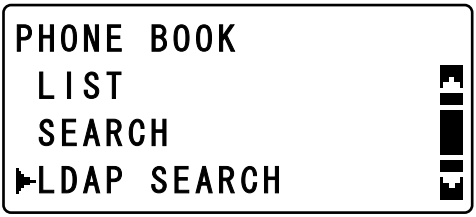
The machine enters Scan mode, and the Scan mode screen appears.



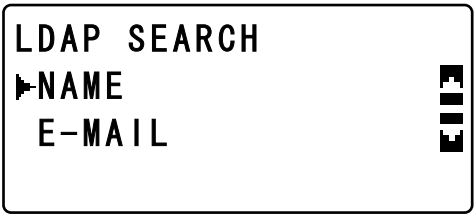
2 Press the [Phone Book] key.



3 Press the [▲] or [▼] key until “LDAP SEARCH” is selected, and then press the [OK] key.



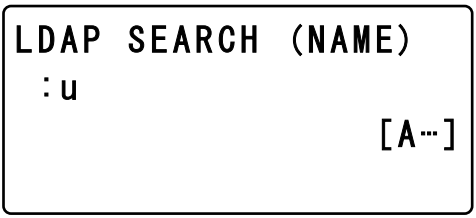
4 Select “NAME” or “E-MAIL” for the destination information to be searched, and then press the [OK] key.



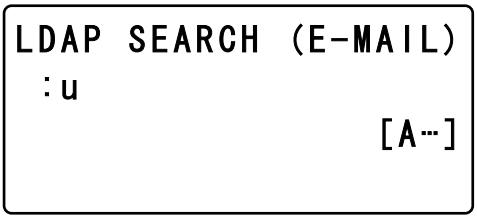
– The remainder of the procedure is the same, regardless of whether “NAME” or “E-MAIL” is selected. “LDAP SEARCH (NAME)” or “LDAP SEARCH (E-MAIL)” appears in the corresponding screen.

5 Type in part of the e-mail address or name registered for the desired destination.

– NAME



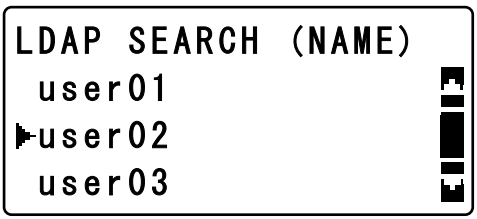
– E-MAIL



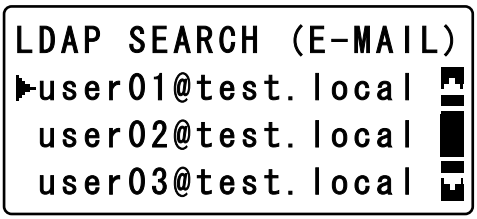
– A maximum of 10 characters can be entered to be searched for.
– The registration name or e-mail address searched for differs depending on the search method selected with the “SEARCH METHOD” parameter in the “LDAP SETTING” menu.
If “BEGIN” was selected, the registration name or e-mail address starting with the entered characters is searched for.
If “CONTAIN” was selected, the registration name or e-mail address containing the entered characters is searched for.
If “END” was selected, the registration name or e-mail address ending with the entered characters is searched for.
– If the text was incorrectly entered, press the [Clear/Stop] key to erase it, and then type it in correctly.

6 Press the [OK] key.

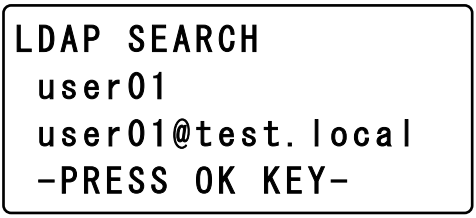
– After the message “SEARCHING” appears, the list of corresponding registration names or e-mail addresses appears. Press the [▼] or [▲] key until the desired recipient is selected.
– NAME



– E-MAIL

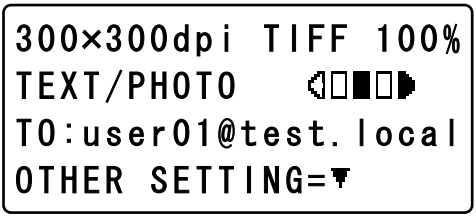


– Press the [▶] key to display the destination name and e-mail address. If the wrong destination was selected, press the [Back] key to return to the previous screen.



– If the e-mail address that was found contains 64 characters or more, the message “CAUTION” appears, and then the “DIAL REGISTRATION” menu appears again.

7 Press the [OK] key.



– To change the transmission settings, such as the subject, cc address or file format, press the [▼] key. The “SCAN OTHER SETTING” menu appears. For details on changing the transmission settings, refer to “Changing the transmission settings” on page 9-10.

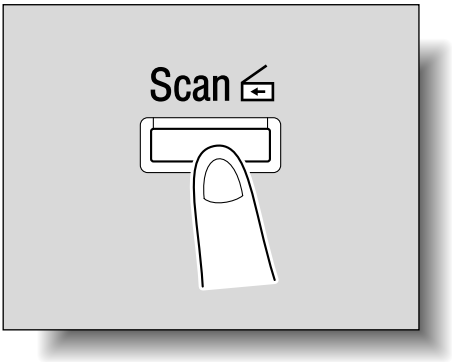
The e-mail address of the recipient is specified in the Scan mode screen.

8 Press the [Start] key.

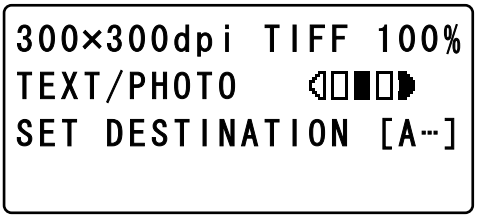
9.11 Checking the communication results

The communication results for scan data can be viewed.

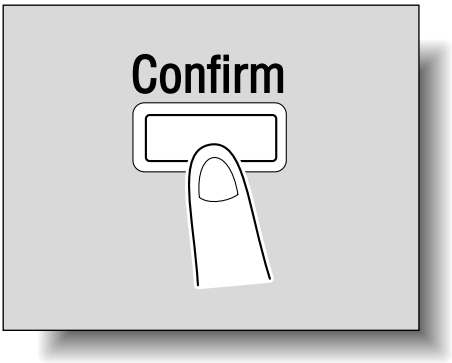
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.

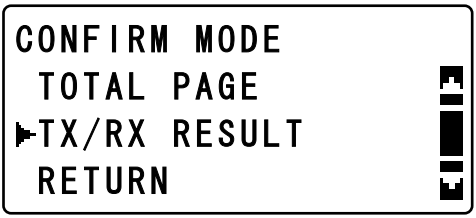


2 Press the [Confirm] key.

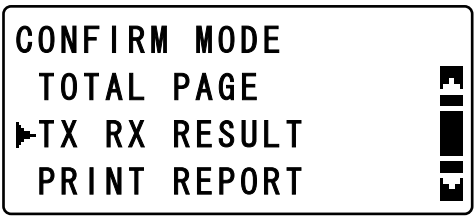


The “CONFIRM MODE” menu appears.

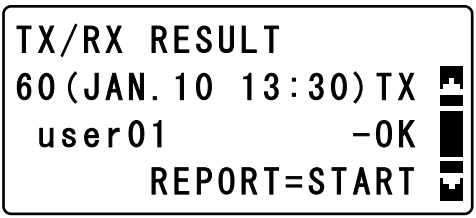
3 Press the [▼] or [▲] key until “TX/RX RESULT” is selected.



– If fax kit FK-506 is installed.



4 Press the [OK] key.
All communication results are displayed.



– The communication results appear starting with the most recent jobs. Press the [▼] key to display communication results for older jobs.
– The NTP server can be specified if network interface card NC-503 or image controller IC-206 has been installed on the machine.
– The transmission results appear differently depending on whether or not an NTP server has been specified.
– If an NTP server was specified:
The transmission number and transmission date and time appear for data sent with the Scan to E-Mail or Scan to FTP operation.
– If an NTP server was not specified:
Only the transmission number appears for data sent with the Scan to E-Mail or Scan to FTP operation, but the transmission date and time do not appear.

5 Press the [OK] key.

The Scan mode screen appears again.

10 Performing a Scan to Server (FTP) operation

This chapter provides descriptions of the procedures for sending scan data to servers.

10.1 Basic transmission

In order to perform a Scan to Server (FTP) operation, certain settings such as the FTP server address must be specified in advance. These settings can be specified using PageScope Web Connection. For details on PageScope Web Connection, refer to “Using PageScope Web Connection” on page 11-1.

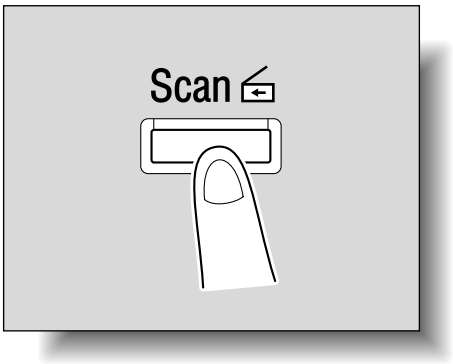
In addition, the FTP server address must be registered as a speed dial number. Refer to “Registering speed dial destinations (FTP servers)” on page 8-14.

Note

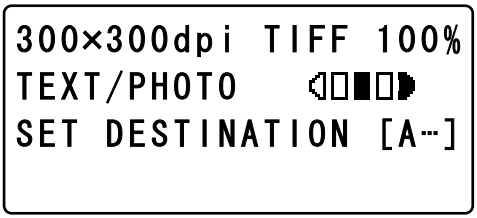
Speed dial settings and settings the destination server address for Scan to Server (FTP) operations can only be specified from PageScope Web Connection. These settings cannot be specified from the control panel.

Using the automatic document feeder

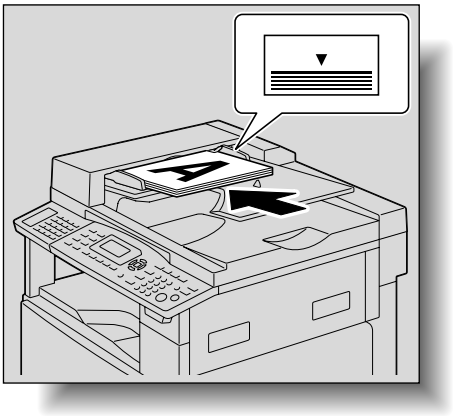
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.

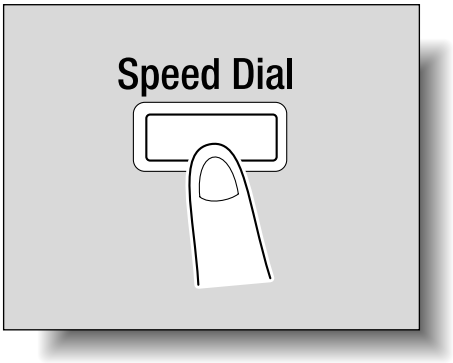


2 Load the document to be sent into the document feeder.



– Adjust the document guides to fit the size of the document.
– Load the document pages with the side to be scanned face up.
– For information on documents that can be used and the scanning area of the image, refer to the User's Guide included with this machine.

3 Press the [Speed Dial] key, and then use the keypad to type in the 3-digit speed dial number (number programmed with the address of the FTP server where the data is to be uploaded).



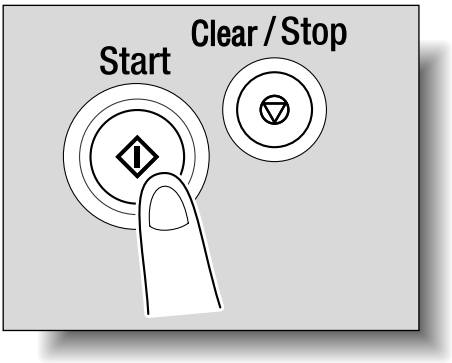
– When the destination address is entered, “OTHER SETTING=▼” appears. To change transmission settings for the file format and the compression encoding method, press the [▼] key. The “SCAN OTHER SETTING” menu appears. For details on changing the transmission settings, refer to “Changing the transmission settings” on page 9-10.
– Specify a speed dial number between 241 and 250.
– If nothing is registered with the specified speed dial number, an error message appears. Enter the correct speed dial number.
– If the number was incorrectly entered, press the [Back] key, and then type it in correctly.

4 Press the [OK] key.

The destination appears.

5 Press the [Start] key.

Scanning begins, a connection to the FTP server is established, and uploading of the scan data begins.



Note

To stop scanning, press the [Clear/Stop] key.

If the transmission could not be completed correctly, a transmission result report is printed.

To cancel a queued transmission of scan data, press the [Function] key, and then select "CANCEL RESERV.". For details, refer to the User's Guide for fax kit FK-506.

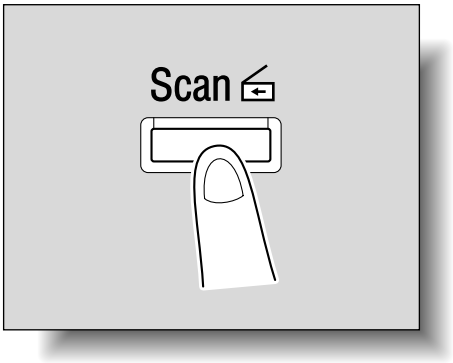
Detail

Only FTP server address registered as speed dial numbers can be specified. FTP server addresses can be registered as speed dial number by using PageScope Web Connection. Refer to "Registering speed dial destinations (FTP servers)" on page 8-14.

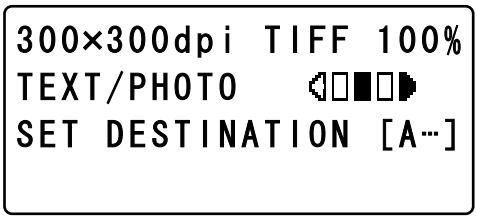
A notification of the FTP server address where the data was uploaded can be sent to up to 10 specified recipients.
When registering the speed dial destination with PageScope Web Connection, select "E-mail Notification". Refer to "Registering speed dial destinations (FTP servers)" on page 8-14.

Positioning documents on the original glass

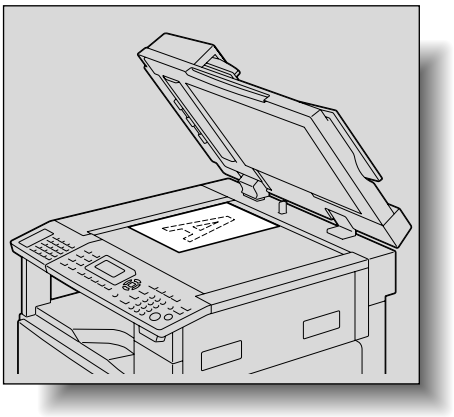
1 Press the [Scan] key.



The machine enters Scan mode, and the Scan mode screen appears.



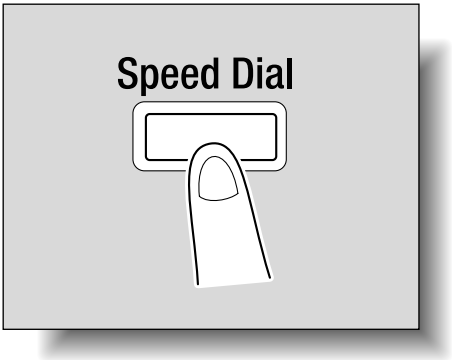
2 Lift open the original cover, and then position the document to be sent on the original glass.



– Load the document page with the side to be scanned face down.

– Align the document on the scales above and to the left of the original glass.
– For information on documents that can be used and the scanning area of the image, refer to the User's Guide included with the machine.

3 Press the [Speed Dial] key, and then use the keypad to type in the 3-digit speed dial number (number programmed with the address of the FTP server where the data is to be uploaded).

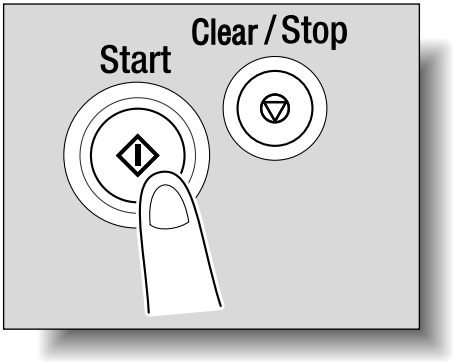


– When the destination address is entered, "OTHER SETTING=▼" appears. To change the transmission settings, such as the subject, cc address or file format, press the [▼] key. The "SCAN OTHER SETTING" menu appears. For details on changing the transmission settings, refer to "Changing the transmission settings" on page 9-10.
– Specify a speed dial number between 241 and 250.
– If nothing is registered with the specified speed dial number, an error message appears. Enter the correct speed dial number.
– If the number was incorrectly entered, press the [Back] key, and then type it in correctly.

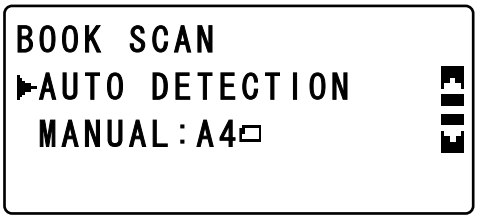
4 Press the [OK] key.

The destination appears.

5 Press the [Start] key.



6 The “BOOK SCAN” menu appears. Press the [▼] or [▲] key until “AUTO DETECTION” is selected, and then press the [OK] key.



– The remainder of the procedure differs depending on whether “AUTO DETECTION” or “MANUAL” was selected.

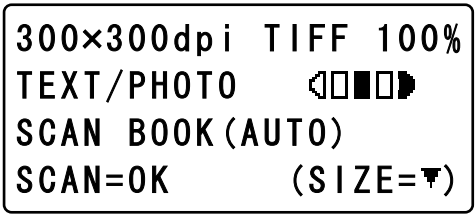
Detail

Only FTP servers registered as speed dial numbers can be specified. FTP server addresses can be registered as speed dial number by using PageScope Web Connection. Refer to “Registering speed dial destinations (FTP servers)” on page 8-14.

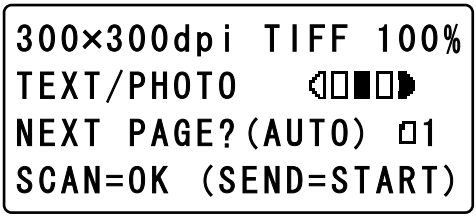
A notification of the FTP server address where the data was uploaded can be sent to up to 10 specified recipients. When registering the speed dial destination with PageScope Web Connection, select “E-mail Notification”. Refer to “Registering speed dial destinations (FTP servers)” on page 8-14.

When "AUTO DETECTION" is selected

1 If "AUTO DETECTION" was selected in step 6 and the [OK] key is pressed, the following screen appears.



2 Press the [OK] key.
The message "SCANNING" appears, and the following screen appears when scanning is finished.



– When scanning a document that contains multiple pages, position the next page of the document on the original glass, and then press the [OK] key. Repeat this step until all pages of the document are scanned.

3 After all pages of the document are scanned, press the [Start] key.

A connection to the FTP server is established, and uploading begins. When the transmission is finished, the message "COMPLETE" appears and the Scan mode screen appears again.

Note

To stop scanning, press the [Clear/Stop] key.

If the transmission could not be completed correctly, a transmission result report is printed.

To cancel a queued transmission of scan data, press the [Function] key, and then select "CANCEL RESERV.". For details, refer to the User's Guide for fax kit FK-506.

When "MANUAL" is selected

...

Note

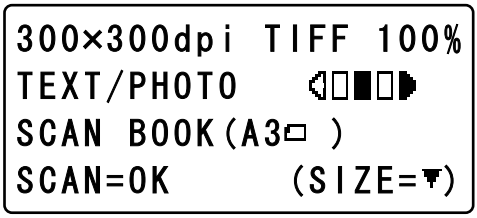
If "MANUAL" was selected, the scanning size can be changed.

The settings available for the scanning size are METRIC ("A3▭", "A4▭", "A4▯", "A5▭", "A5▯", "B4▭", "B5▭", "B5▯", "FLS▭", "8K▭", "16K▭", "16K▯") and INCH ("11×17", "11×14", "LGL▭", "LTR▭", "LTR▯", "INV▭" and "INV▯").

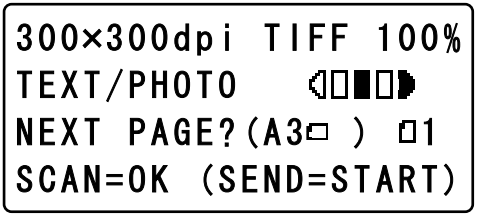
1 If "MANUAL" was selected in step 6 and the [OK] key is pressed, the following screen appears.

2 Press the [▼] or [▲] key until the appropriate scanning size is selected, and then press the [OK] key.

The selected scanning size appears.



3 Press the [OK] key.
The message “SCANNING” appears, and the following screen appears when scanning is finished.



– When scanning a document that contains multiple pages, position the next page of the document on the original glass, and then press the [OK] key. Repeat this step until all pages of the document are scanned.

4 After all pages of the document are scanned, press the [Start] key.

A connection to the FTP server is established, and uploading begins. When the transmission is finished, the message “COMPLETE” appears and the Scan mode screen appears again.

Note

To stop scanning, press the [Clear/Stop] key.

If the transmission could not be completed correctly, a transmission result report is printed.

To cancel a queued transmission of scan data, press the [Function] key, and then select “CANCEL RESERV.”. For details, refer to the User’s Guide for fax kit FK-506.

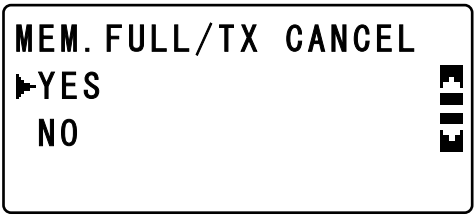
To change the scanning quality settings, refer to “Changing the scanning quality settings” on page 9-19.

10.2 If the memory becomes full while scanning documents

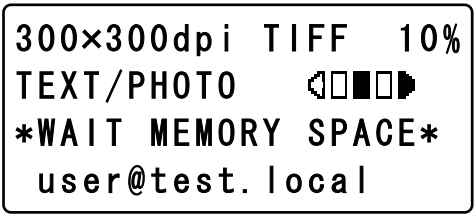
If the memory becomes nearly full while documents are being scanned, a warning message appears. Select whether to continue the transmission or to cancel it.

After a message appears warning that the memory is nearly full, the “MEM. FULL/TX CANCEL” menu appears.

➔ Press the [▼] or [▲] key until “YES” or “NO” is selected, and then press the [OK] key.



– If the memory became full while scanning a document from the original glass, select “NO” when the warning message appears, and then press the [OK] key to begin sending the scanned pages. When the transmission is finished, the message “COMPLETE” appears, and then the Scan mode screen appears again.
– If “YES” is selected and the [OK] key is pressed, the message “ACCEPTED” appears, and then the Scan mode screen appears again.
– If “NO” is selected and the [OK] key is pressed, the message “*WAIT MEMORY SPACE*” appears, and transmission of the scanned page begins. After the transmission is finished, the scanning of the remaining pages begins automatically.



– In the MEM. FULL/TX CANCEL screen, the message “MEMORY FULL” appears after the length of time for an automatic reset operation has passed, and a transmission result report is printed. After any key is pressed, the message “JOB CANCELED” appears, and then the Scan mode screen appears.

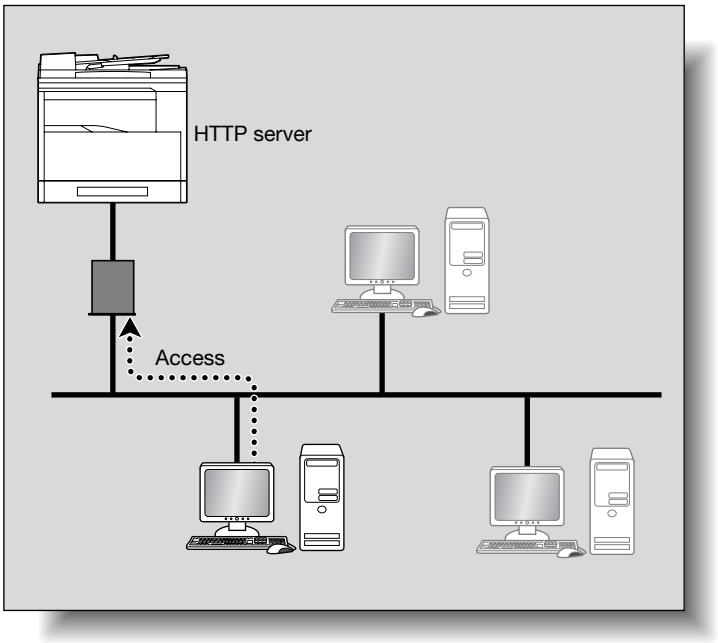
11 Using PageScope Web Connection

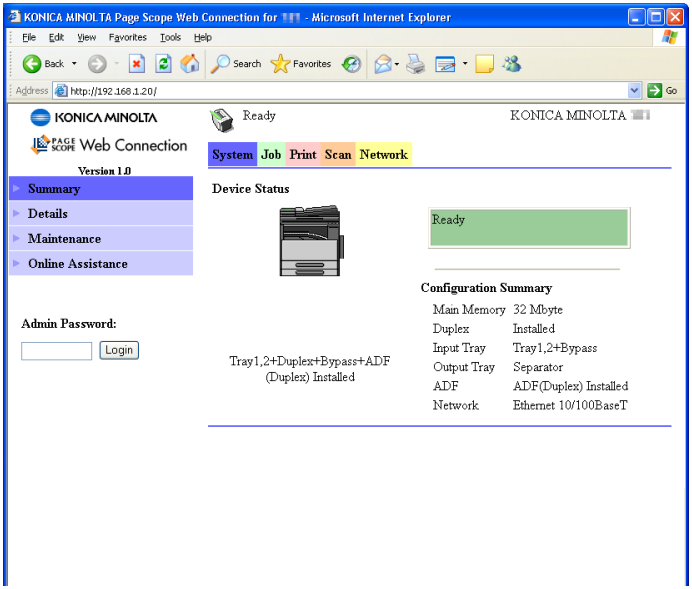
11.1 When using PageScope Web Connection

In order to use PageScope Web Connection, optional network interface card NC-503 and image controller IC-206 must be installed.

11.2 About PageScope Web Connection

PageScope Web Connection is a device management utility integrated into the printer controller for this machine. Using a Web browser, PageScope Web Connection can be used as an interface to remotely control this machine.





Using PageScope Web Connection, the following operations can be performed.

- Changing the settings
  - Registering destination dialing
  - Changing printer settings (when IC-206 is installed)
  - Changing network settings
- Remotely managing the status
  - Viewing this machine paper tray information, consumables information and counter totals
  - Checking print jobs (Can be deleted in Administrator mode)
- Maintenance
  - Resetting the network interface card and image controller
  - Initializing the image controller

11.3 System requirements

Network	Ethernet (TCP/IP)
Operating system	Windows 98 SE, Windows Me, Windows 2000, Windows XP, Windows Server 2003
Compatible Web browsers	Microsoft Internet Explorer Ver. 5.0 or later Netscape Navigator 4.73 or later

...

Reminder

In order to use PageScope Web Connection, optional network interface card NC-503 and image controller IC-206 must be installed.

11.4 Accessing PageScope Web Connection

PageScope Web Connection can be accessed directly from a Web browser.

1 Start the Web browser.

2 In the Address bar, type the following IP address for the machine, and then press the [Enter] key.

– http://<IP_address_for_this_machine>/
(Example) If the IP address for this machine is 192.168.1.20:
http://192.168.1.20/

Reminder

In order to access PageScope Web Connection, an IP address must have been assigned to this machine.

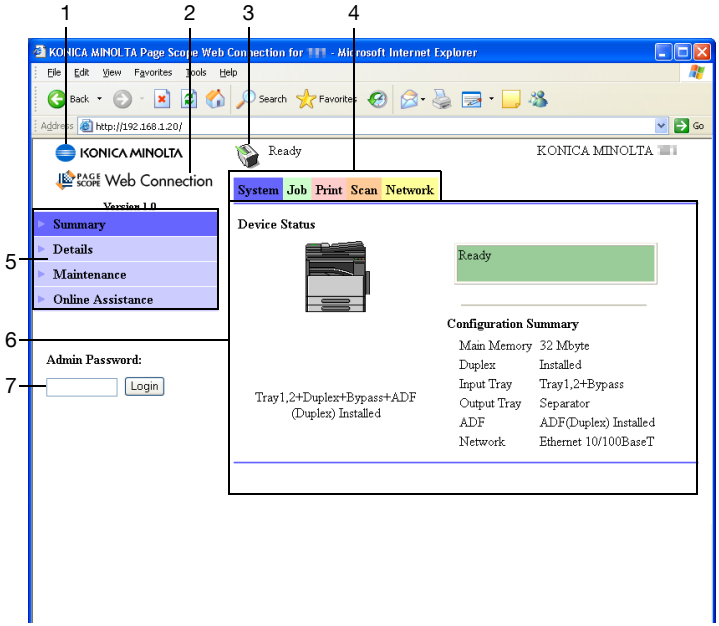
11.5 Structure of pages

The following page appears when the machine is accessed with PageScope Web Connection.

Reminder

The pages and dialog boxes shown in this manual may differ from those that appear on your computer. In addition, the specifications and other information concerning this product may change without notice.

Description of the pages



No.	Item	Description
1	KONICA MINOLTA logo	Click the logo to go to the Konica Minolta Web site at the following URL. http://konicaminolta.com
2	PageScope Web Connection logo	Click the logo to display the version information for PageScope Web Connection.
3	Status display	Icons and messages are used to display the status of the machine.

No.	Item	Description
4	Tabs	Click to select the desired category of settings. The following tabs appear in User mode. System Job Print Scan Network
5	Menu	Information and settings for the selected tab are listed. The menu that appears differs depending on the tab that is selected.
6	Information and settings	Details of the item selected from the menu are displayed.
7	“Admin Password” box	Type in the password to log on to the Administrator mode.

Note

The Print tab appears only if the image controller IC-206 is installed.

The PageScope Web Connection pages appear differently depending on the options installed on the machine and the specified machine settings.

Operation

In PageScope Web Connection, click a tab, select a function category, and then click an item in the menu to display the available parameters.

For items that can only be viewed, check them in the Information and settings pane.

For items where settings can be changed, change the settings in the Information and settings pane.

The basic operation for changing settings consists of clicking a tab, selecting the desired settings, then clicking the [Apply] button. Since the procedure for changing the settings may differ depending on the parameter, refer to the page containing the corresponding description for the parameter.

PageScope Web Connection is used in the same way that Internet Web pages are viewed. Click page links to display those pages, or click the [Back] (or [Forward]) button in the toolbar to display the previous (or next) page.

Web browser cache

The most recent information may not appear in the PageScope Web Connection pages because older versions of pages are saved in the cache for the Web browser. In addition, problems may occur when the cache is used.

When using PageScope Web Connection, disable the cache for the Web browser.

Reminder

The menus and commands may vary depending on the Web browser version. For details, refer to the Help for the Web browser.

If the utility is used with the cache enabled and Administrator mode was timed out, the timeout page may appear even when PageScope Web Connection is accessed again. In addition, since the machine's control panel remains locked and cannot be used, the machine must be restarted with the main power switch. In order to avoid this problem, disable the cache.

With Internet Explorer:

1 On the "Tools" menu, click "Internet Options".

2 On the General tab, click the [Settings] button under "Temporary Internet files".

3 Select "Every visit to the page", and then click the [OK] button.

With Netscape Navigator:

1 On the "Edit" menu, click "Preferences".

2 Under "Category" on the left, click "Advanced", then "Cache".

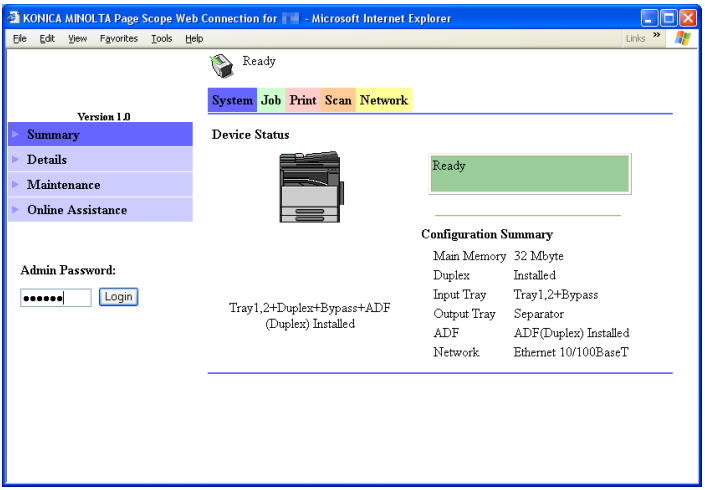
3 Under "Document in cache is compared to document on network:", select "Every time".

11.6 Logging on to Administrator mode

Some parameters in PageScope Web Connection should only be specified by the administrator. These parameters do not appear unless you are logged on to Administrator mode.

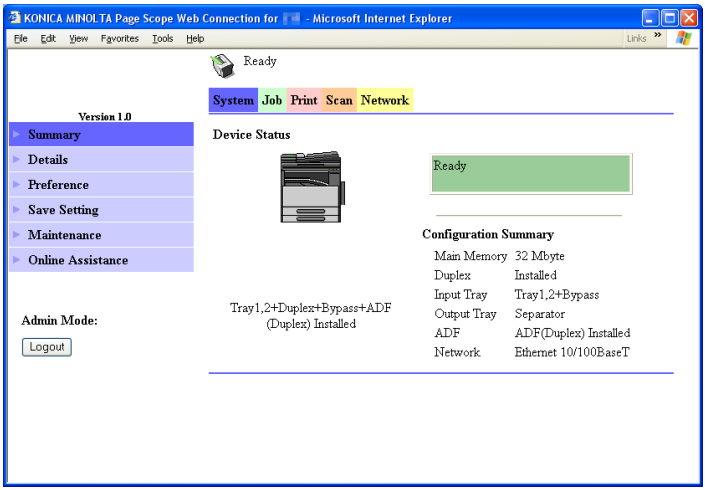
To log on to Administrator mode

1 In the “Admin Password” box on the left side of the page, type the administrator password.



2 Click the [Login] button.

The Administrator mode page appears.
To log off, click the [Logout] button.



...

Reminder

The default password for logging on to Administrator mode is "sysadm". We recommend that the administrator password be changed.

This machine cannot be used while a user is logged on to Administrator mode of PageScope Web Connection.
In addition, a user cannot log on to Administrator mode while this machine is being used.

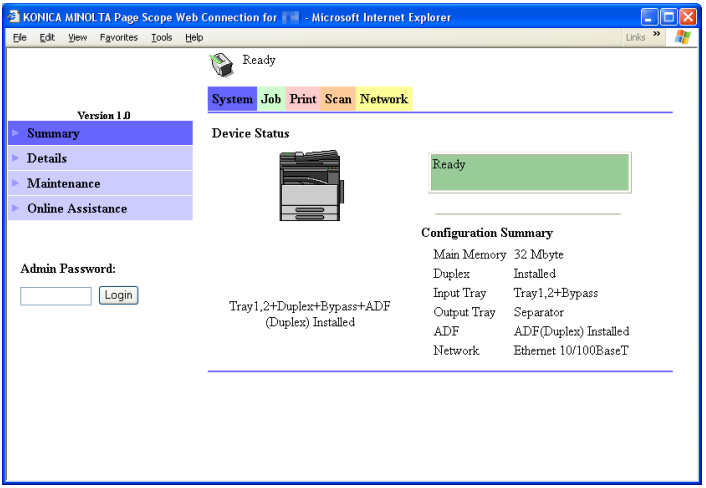
After logging on with Administrator mode, you will automatically be logged off if no operation is performed for 10 minutes.

11.7 User mode

The User mode provides functions for checking and operating the machine on a user level. This section contains descriptions of the items in the menu that appears on the left side of the page when each User mode tab is clicked.

User mode tabs

You can select from five tabs (System, Job, Print, Scan and Network).

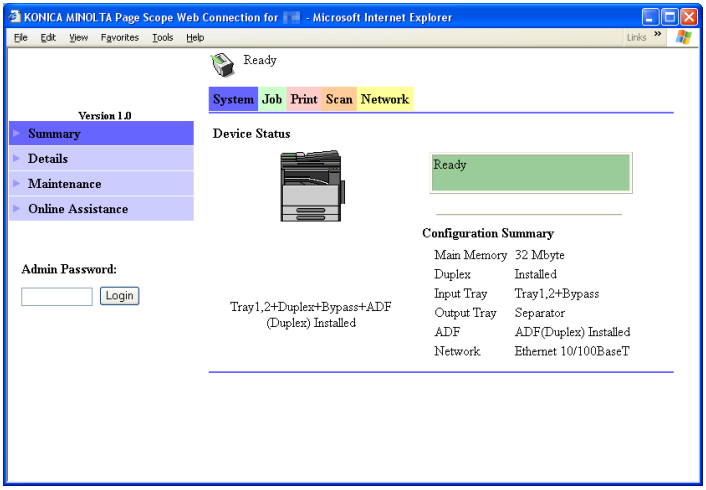


Note

The Print tab appears only if the image controller IC-206 is installed.

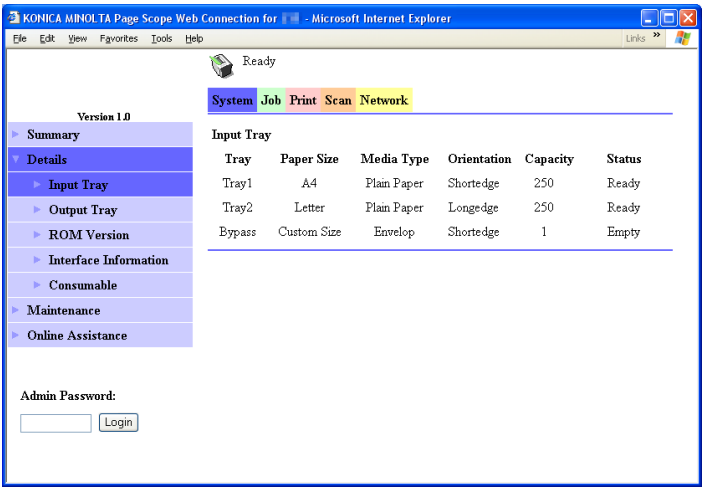
System tab — Summary

The system configuration and status of the machine are displayed. This is the first page that appears when PageScope Web Connection is accessed with the Web browser.



System tab — Details — Input Tray

The name of each installed paper drawer, the size and type of the loaded paper, the printing orientation, the paper drawer capacities, and the status of the paper drawers are displayed.

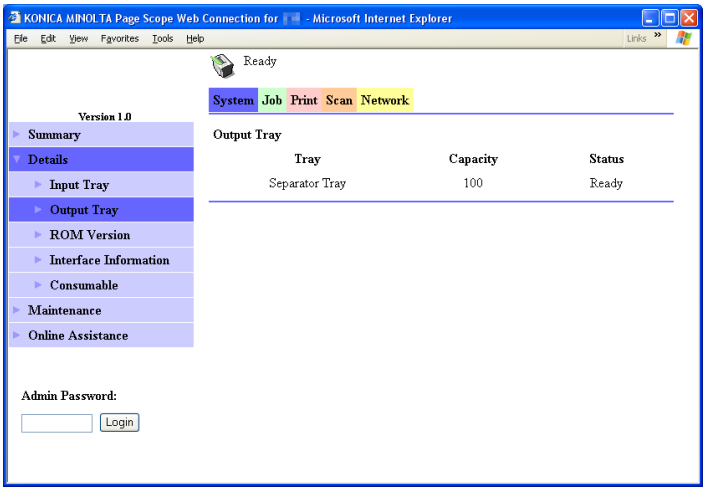


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Details — Output Tray

The name of each installed output tray, the tray capacities, and the status of the output trays are displayed.

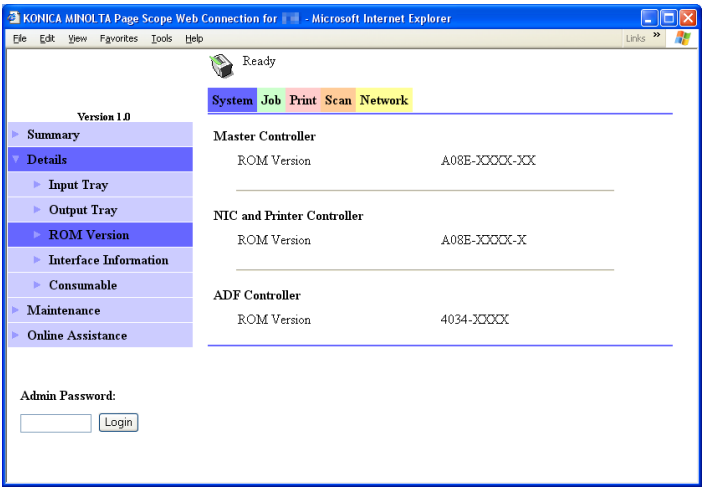


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Details — ROM Version

The name of each installed controller and their ROM version are displayed.

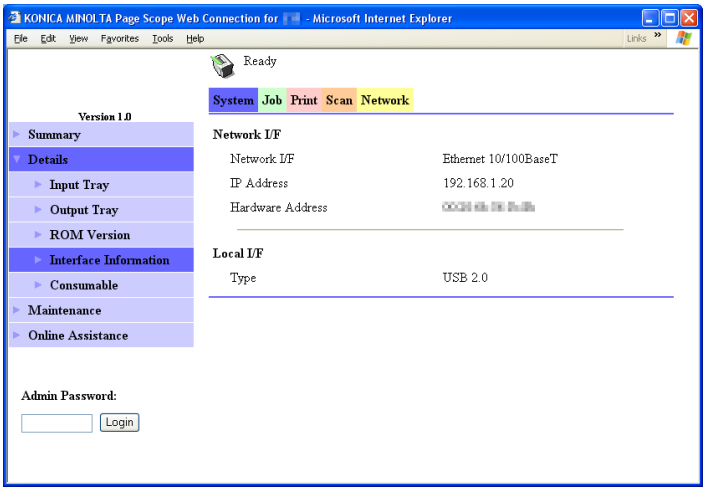


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Details — Interface Information

The name of each installed interface and their information are displayed.

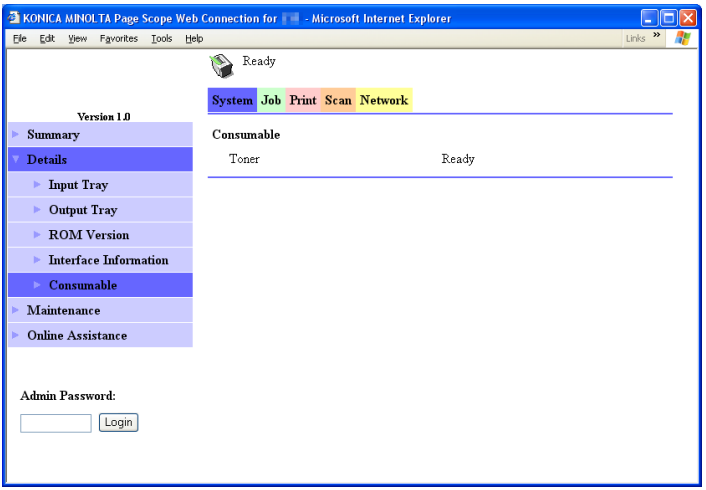


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Details — Consumable

Information about the machine consumables is displayed.

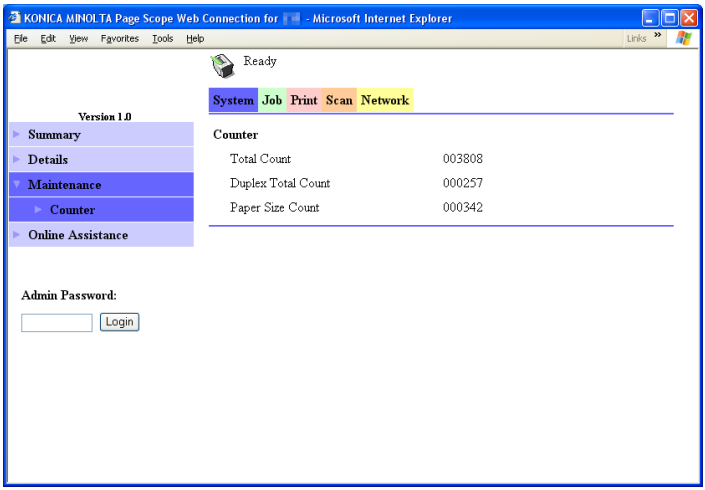


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Maintenance — Counter

Counters managed by the machine can be displayed.



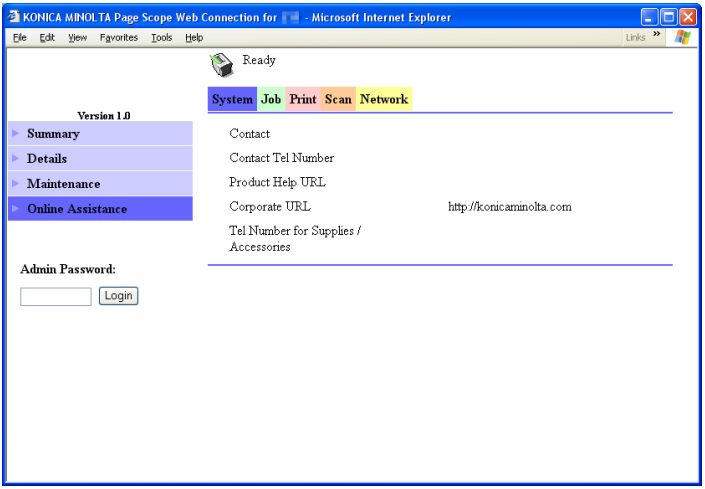
Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Online Assistance

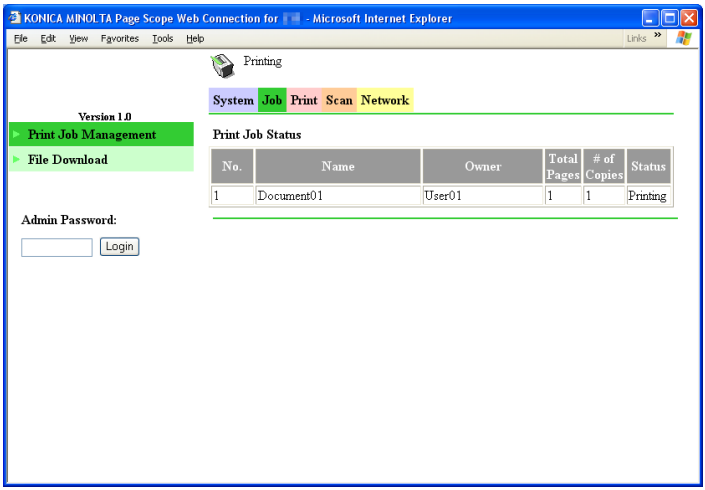
Support information for the machine can be displayed.

The information entered on the page that appeared after clicking “Online Assistance” in the menu on the System tab in Administrator mode is displayed.



Job tab — Print Job Management

Detailed information of the print jobs are displayed.



Reminder

A maximum of 20 print jobs can be displayed, and jobs that have been printed will automatically be deleted.

Jobs specified as secure print jobs are not displayed.

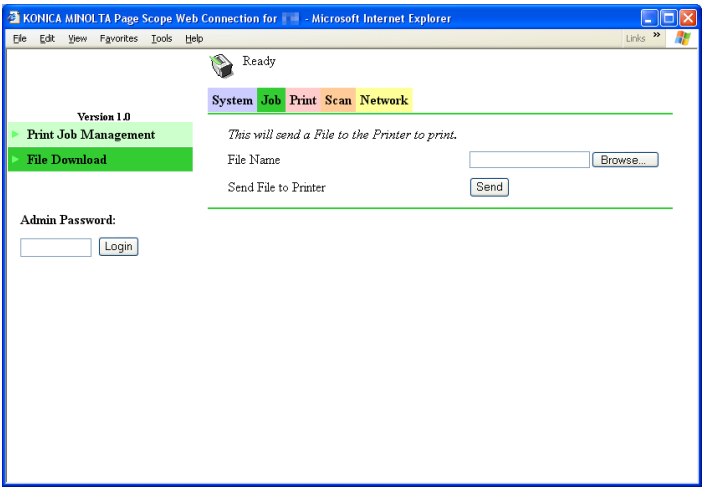
Note

The number assigned to the job when it was queued in the machine appears as the job number.

In order to delete a print job, you must be logged on to Administrator mode.

Job tab — File Download

A specified file can be downloaded to this machine to be printed.



1 Click the [Browse] button, and then select the file.

2 Click the [Send] button.

The file is downloaded to this machine, then printed.

Reminder

Downloading the file is possible only if image controller IC-206 is installed.

Note

Some files cannot be printed, depending on their file format. Files in the following file formats can be printed.

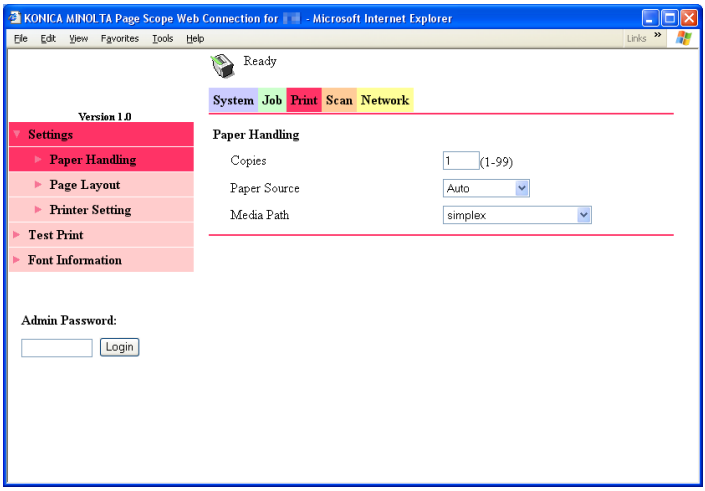
PCL, Text

When downloading files in formats other than those listed above, the files may corrupted or may not be printed correctly.

Print tab — Settings — Paper Handling

Printer output settings can be viewed.

A print job sent with no settings specified is printed with these settings.



Item	Description
Copies	Displays the specified number of copies.
Paper Source	Displays the paper drawer that is selected.
Media Path	Displays the selected printing method.

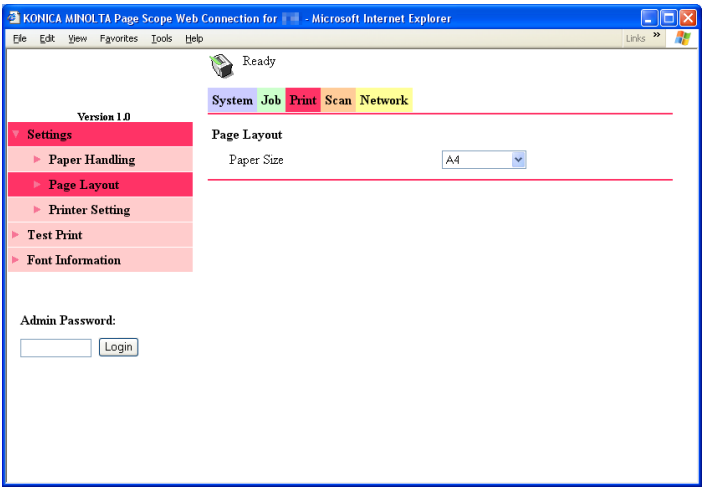
Note

The Print tab appears only if the image controller IC-206 is installed.

Print tab — Settings — Page Layout

The paper size specified for the printer output paper size can be viewed.

A print job sent with no settings specified is printed with these settings.



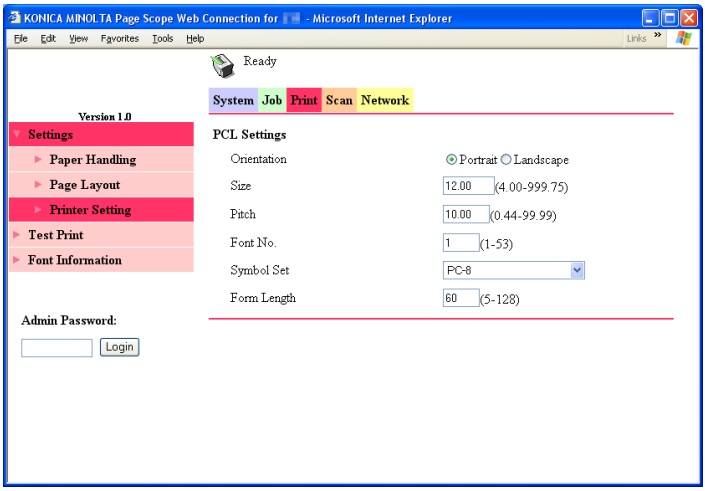
Note

The Print tab appears only if the image controller IC-206 is installed.

Print tab — Settings — Printer Setting

The settings related to the printer PCL function can be viewed.

A print job sent with no settings specified is printed with these settings.



Item	Description
Orientation	Displays the selected paper orientation.
Size	Displays the specified font size.
Pitch	Displays the specified font pitch.
Font No.	Displays the specified font number.
Symbol Set	Displays the symbol set that is selected.
Form Length	Displays the specified page length.

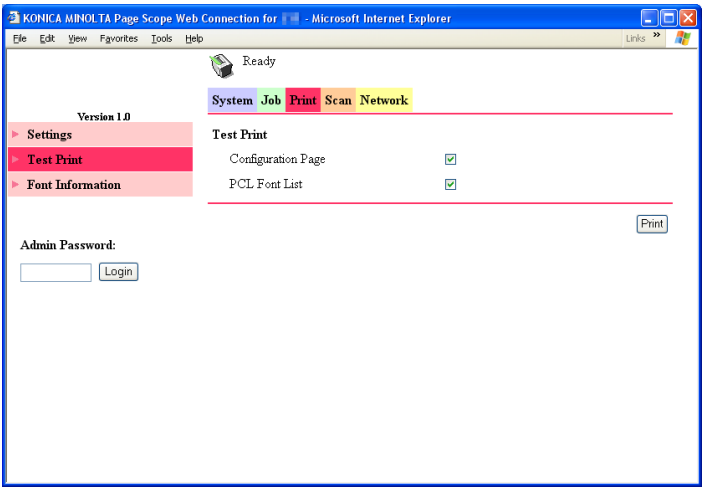
Note

The Print tab appears only if the image controller IC-206 is installed.

Print tab — Test Print

The following test pages can be printed.

- Configuration Page
- PCL Font List



1 Click “Test Print” in the menu on the Print tab.

2 Select the test page that you wish to print.

3 Click the [Print] button.

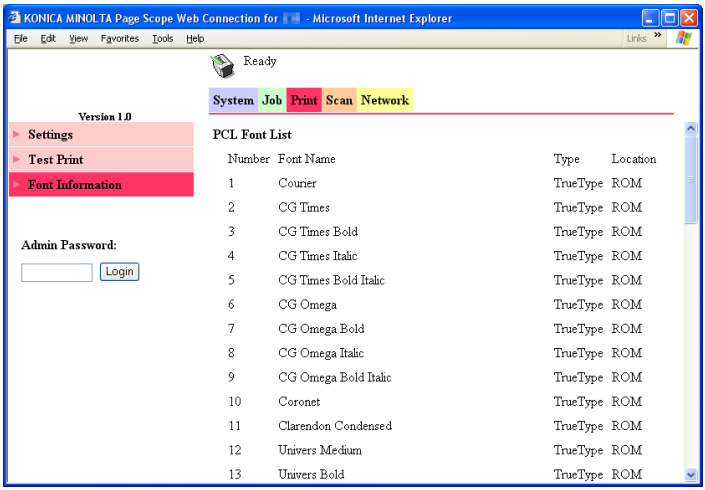
The selected test page is printed.

Note

The Print tab appears only if the image controller IC-206 is installed.

Print tab — Font Information

The PCL font list can be checked.

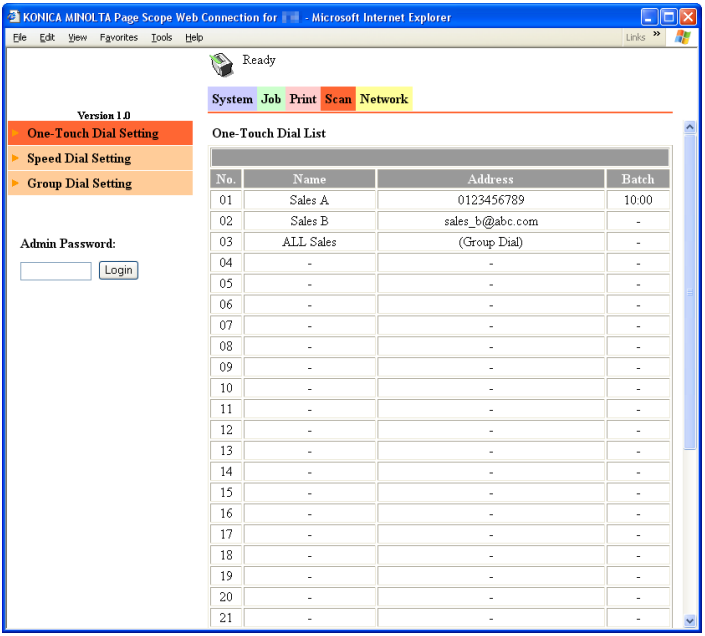


Note

The Print tab appears only if the image controller IC-206 is installed.

Scan tab — One-Touch Dial Setting

Registered one-touch dial settings can be viewed.



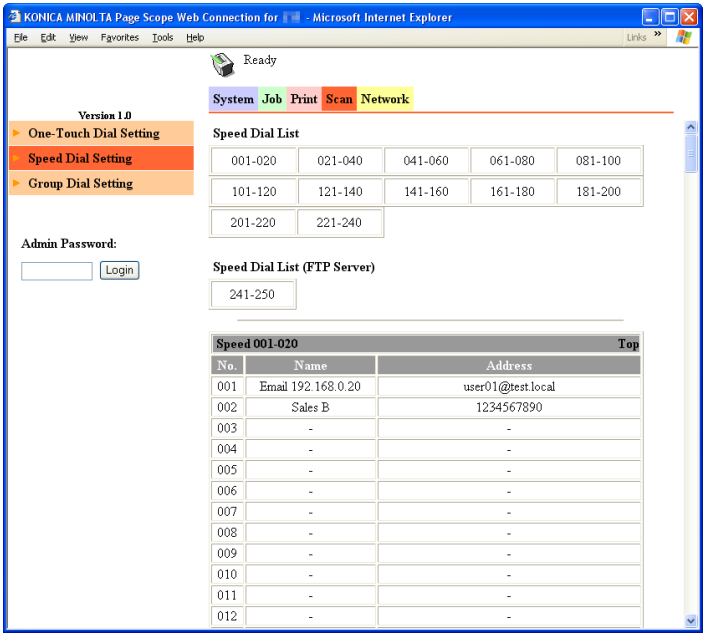
...

Reminder

"One-Touch Dial Setting" appears in the menu only if fax kit FK-506 is installed.

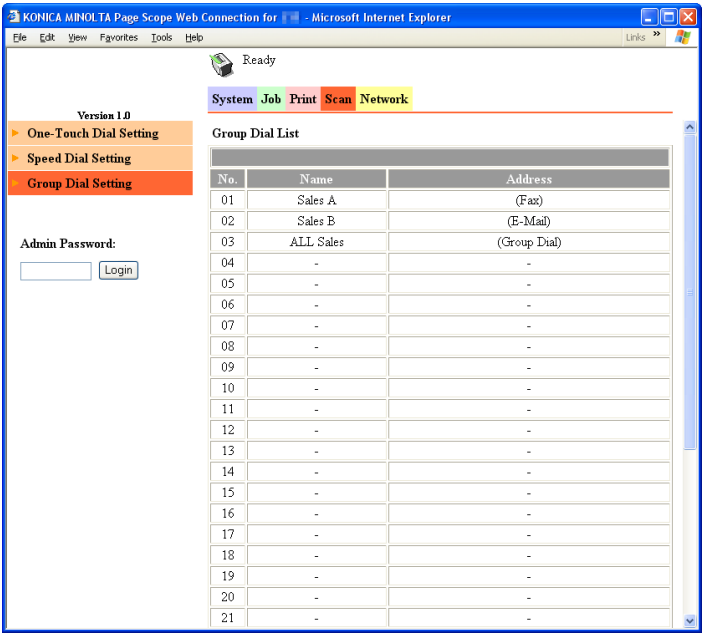
Scan tab — Speed Dial Setting

Registered speed dial settings can be viewed.



Scan tab — Group Dial Setting

Registered group dial settings can be viewed.

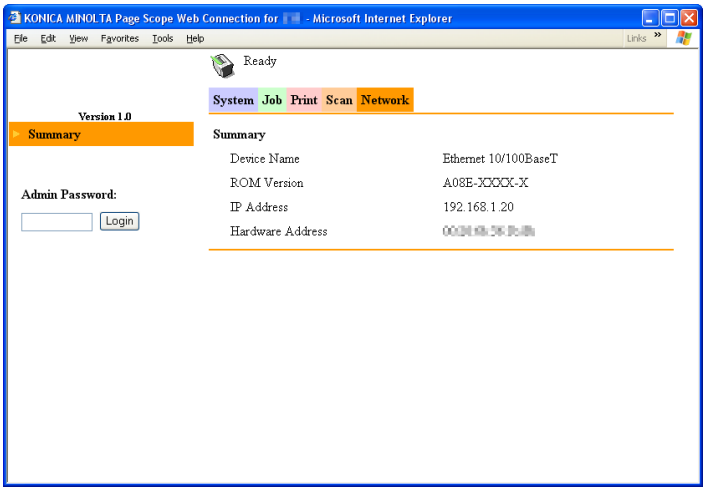


Reminder

"Group Dial Setting" appears in the menu only if fax kit FK-506 is installed.

Network tab — Summary

The basic network settings can be viewed.

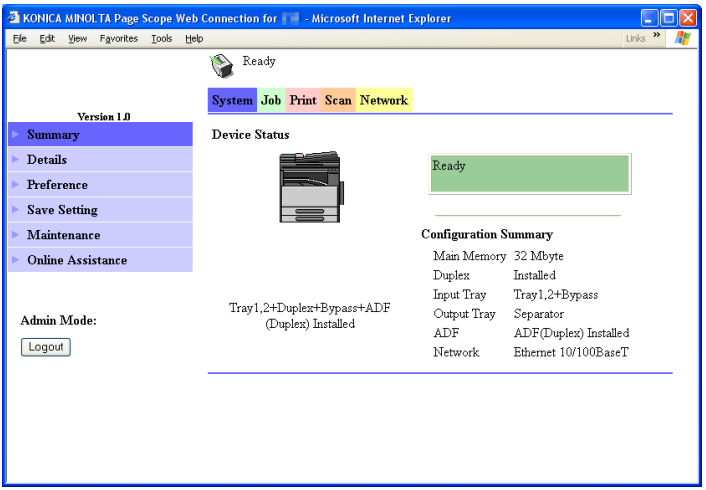


11.8 Administrator mode

The Administrator mode provides functions for checking and operating the machine and changing settings on an administrator level. This section contains descriptions of the items in the menu that appears on the left side of the page when each Administrator mode tab is clicked.

Administrator mode tabs

You can select from five tabs (System, Job, Print, Scan and Network).

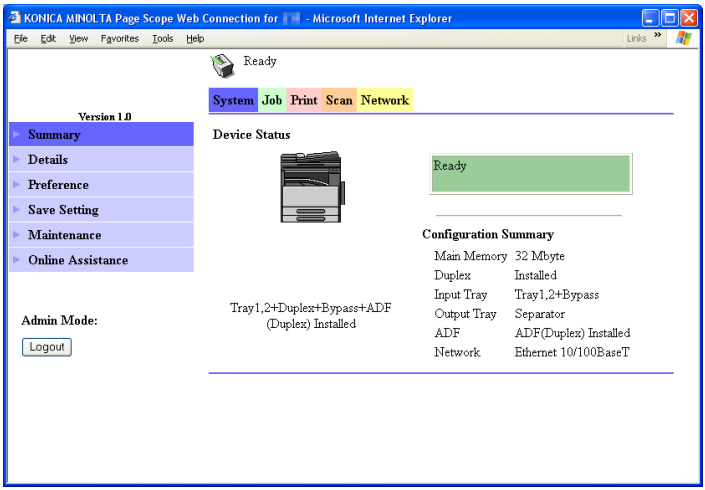


Note

The Print tab appears only if the image controller IC-206 is installed.

System tab — Summary

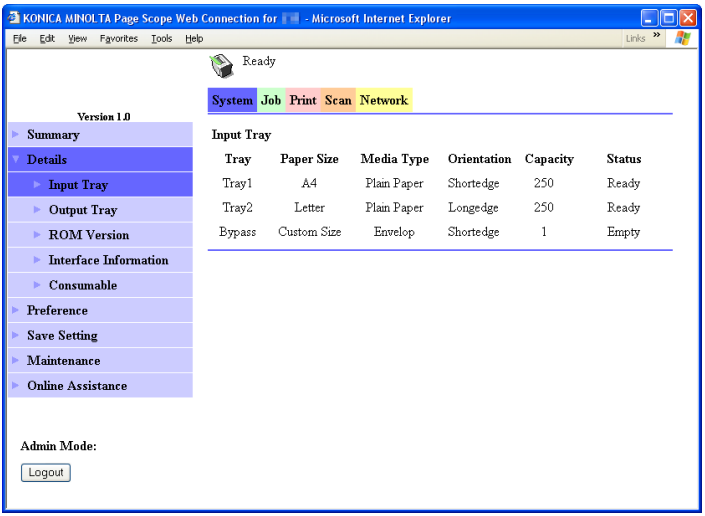
A summary of the system configuration for the machine and its status is displayed.



System tab — Details

Information on the paper drawers, output trays, ROM version, interface and consumables can be viewed.

The information that is displayed is the same as that displayed in User mode.

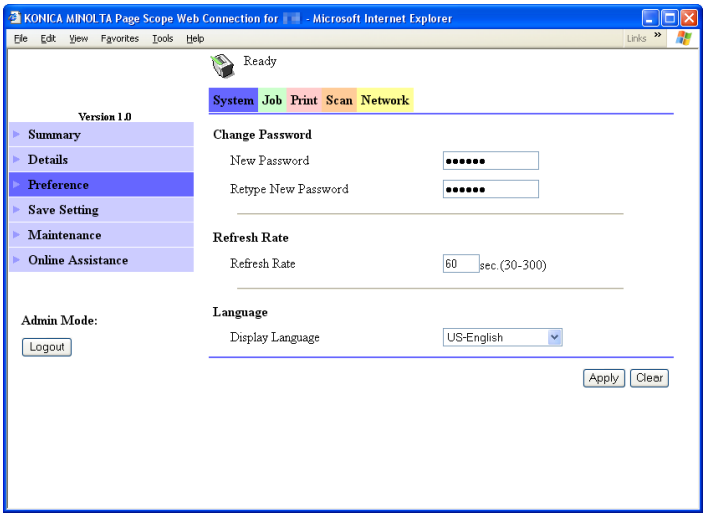


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Preference

Information for managing PageScope Web Connection can be viewed and changed.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Change Password	Change the password for logging on to Administrator mode.
Refresh Rate	Specify the interval that the PageScope Web Connection window is refreshed.
Language	Select the display language for PageScope Web Connection.

Reminder

Be sure to keep the administrator password in a safe place. If the administrator password is lost, it is no longer possible to log on to Administrator mode.

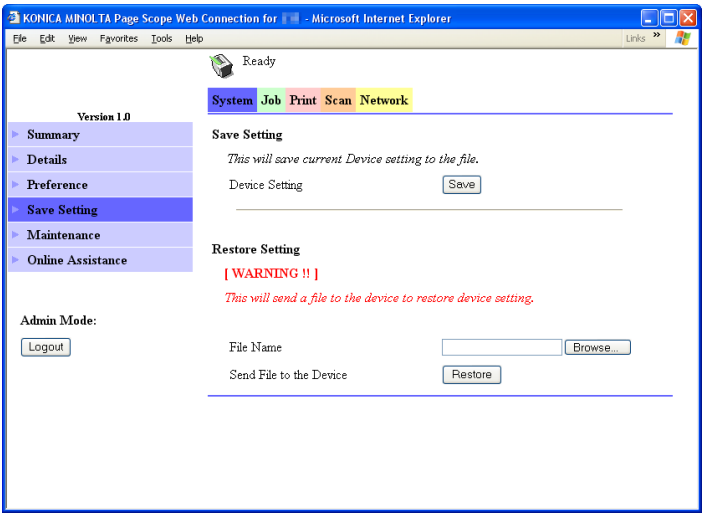
Note

To change the password, type the new password in both the "New Password" and "Retype New Password" boxes.

To clear the entered data while changing the setting, click the [Clear] button.

System tab — Save Setting

PageScope Web Connection settings can be saved and restored.



Save Setting

The current PageScope Web Connection settings can be saved.

This can be used to back up the settings.

1 Specify settings for the various parameters that appear after clicking each menu item on each tab of Administrator mode.

2 Click “Save Setting” in the menu on the System tab.

3 Click the [Save] button.

4 When the confirmation message appears, click the [Save] button.

5 Specify the destination and the name of the file where the settings are to be saved.

Reminder

The TCP/IP Configuration settings (IP address, subnet mask, default gateway, port number and DHCP), which appear after clicking “TCP/IP Configuration” in the menu on the Network tab, are not saved.

Restore Setting

The PageScope Web Connection settings can be changed to those saved in the file using the procedure described in “Save Setting”.

1 Click the [Browse] button, and then select the file containing the settings to be restored.

2 Click the [Restore] button.

The settings are changed to those in the selected file.

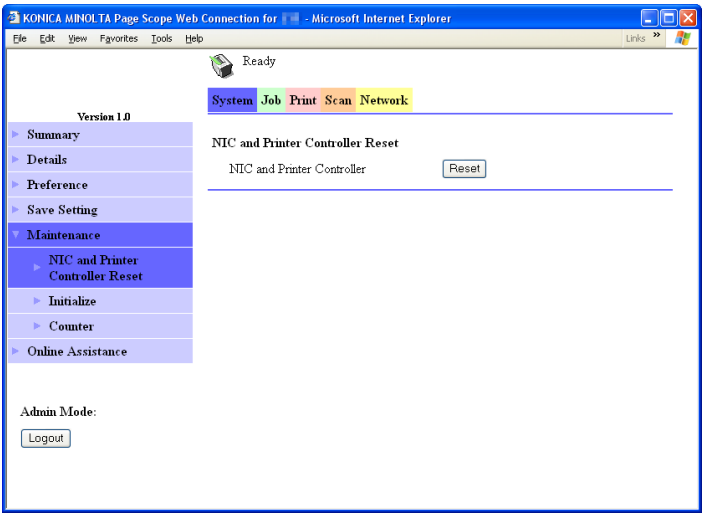
Reminder

Be careful since the current PageScope Web Connection settings will be lost.

The TCP/IP Configuration settings (IP address, subnet mask, default gateway, port number and DHCP), which appear after clicking “TCP/IP Configuration” in the menu on the Network tab, are not restored.

System tab — Maintenance — NIC and Printer Controller Reset

The network interface card and image controller can be restarted.



1 Click the [Reset] button.

2 When the confirmation message appears, click the [Yes] button.

To stop resetting, click the [No] button.

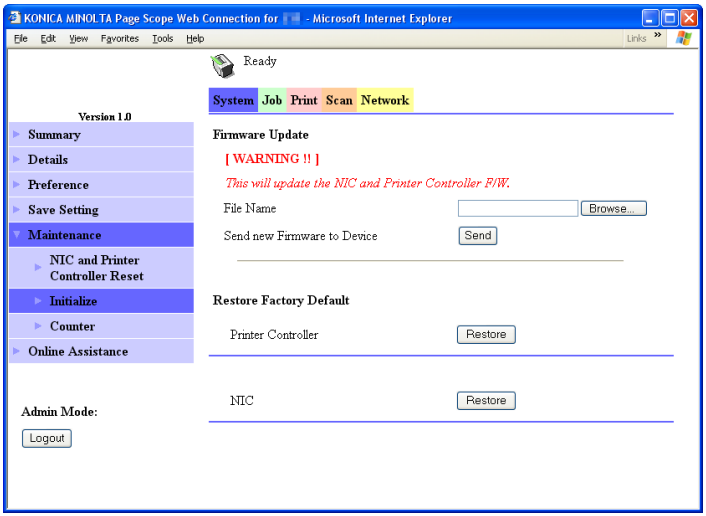
Reminder

Jobs being processed are not saved when the reset operation is performed.

Resetting the printer controller is possible only if the image controller IC-206 is installed.

System tab — Maintenance — Initialize

The firmware for the network interface card and image controller can be updated or reset to the default.



Firmware Update

The firmware for the network interface card and image controller can be updated.

Contact your technical representative for update files.

1 Click the [Browse] button, and then select the file to be used for updating.

2 Click the [Send] button.

The firmware is updated.

...

Reminder

Be careful since the current PageScope Web Connection settings will be lost.

Updating the firmware for the image controller is possible only if the image controller IC-206 is installed.

Restore Factory Defaults

The network interface card and image controller can be initialized.

1 Click the [Restore] button beside either “Printer Controller” or “NIC”.

2 When the confirmation message appears, click the [Yes] button.

To stop initializing, click the [No] button.

Reminder

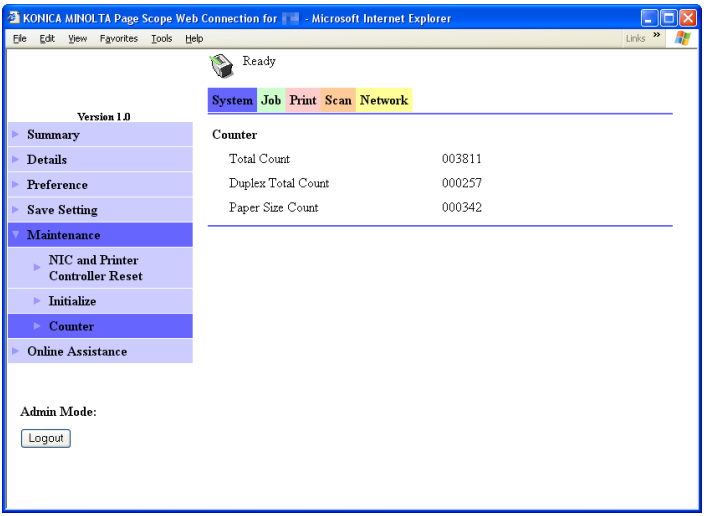
Jobs being processed are not saved when the initialize operation is performed.

Be careful since the current PageScope Web Connection settings will be lost.

Initializing the printer controller is possible only if the image controller IC-206 is installed.

System tab — Maintenance — Counter

Counters managed by the machine can be displayed.

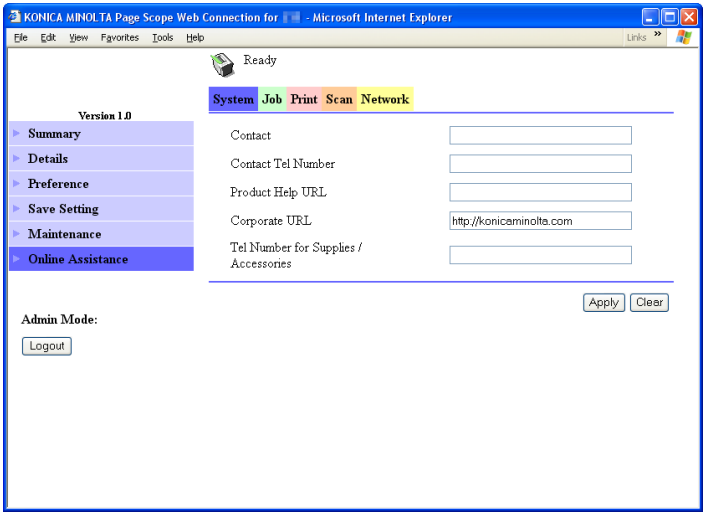


Note

The information that is displayed differs depending on the installed options and the specified settings.

System tab — Online Assistance

Specify the support information for the machine. This information is displayed in the page that appears after clicking “Online Assistance” on the System tab in User mode.

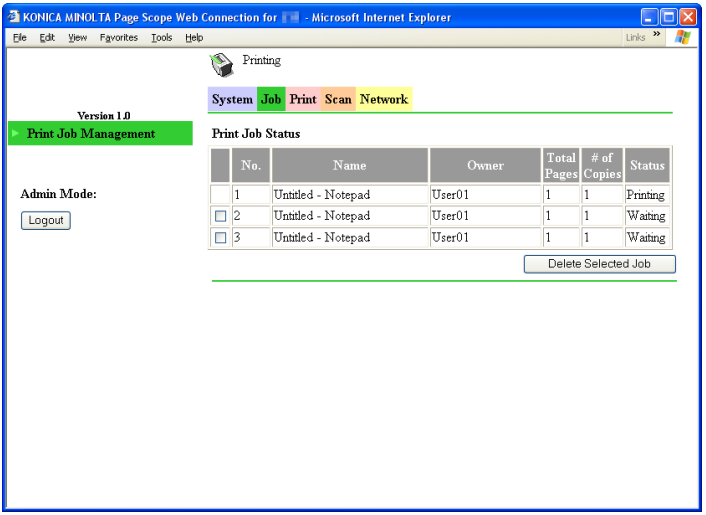


To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Contact	Specify the contact name. (maximum 32 characters)
Contact Tel. Number	Specify the contact telephone number. (maximum 32 characters)
Product Help URL	Specify the URL of the Web page for product information. (maximum 64 characters, excluding < and >)
Corporate URL	Specify the URL of the Web page for the manufacturer. (maximum 64 characters, excluding < and >)
Tel. Number for Supplies/Accessories	Specify the contact for consumables. (maximum 32 characters)

Job tab — Print Job Management

Detailed information of the print jobs can be displayed, and jobs can be deleted.



Reminder

A maximum of 20 print jobs can be displayed, and jobs that have been printed will automatically be deleted.

Jobs specified as secure print jobs are not displayed.

Note

The number assigned to the job when it was queued in the machine appears as the job number.

Deleting jobs

1 Select the print job that you wish to delete.

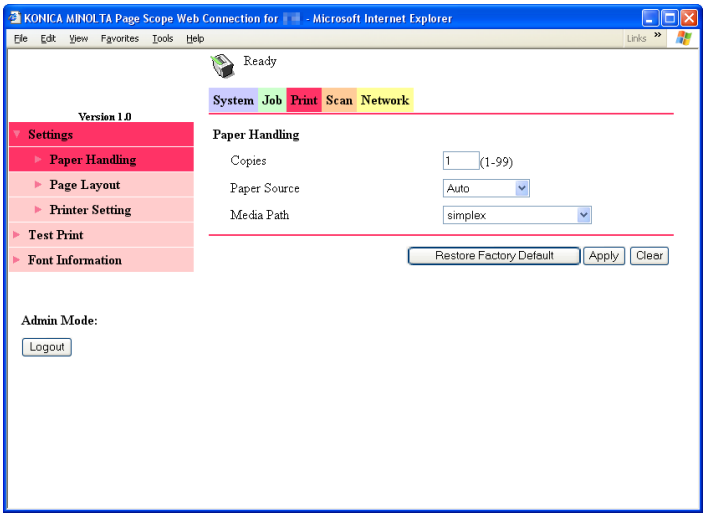
2 Click the [Delete Selected Job] button.

The selected job is deleted.

Print tab — Settings — Paper Handling

Printer output settings can be specified.

A print job sent with no settings specified is printed with these settings.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Copies	Specify the number of copies to be printed.
Paper Source	Select the paper drawer.
Media Path	Select the printing method.

Note

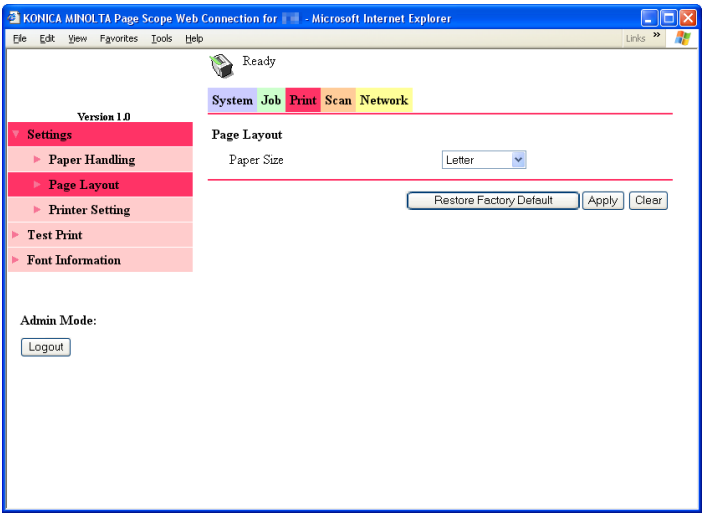
The Print tab appears only if the image controller IC-206 is installed.

To reset the settings to their defaults, click the [Restore Factory Default] button.

Print tab — Settings — Page Layout

The printer output paper size can be specified.

A print job sent with no settings specified is printed with these settings.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Paper Size	Specify the paper size.

Note

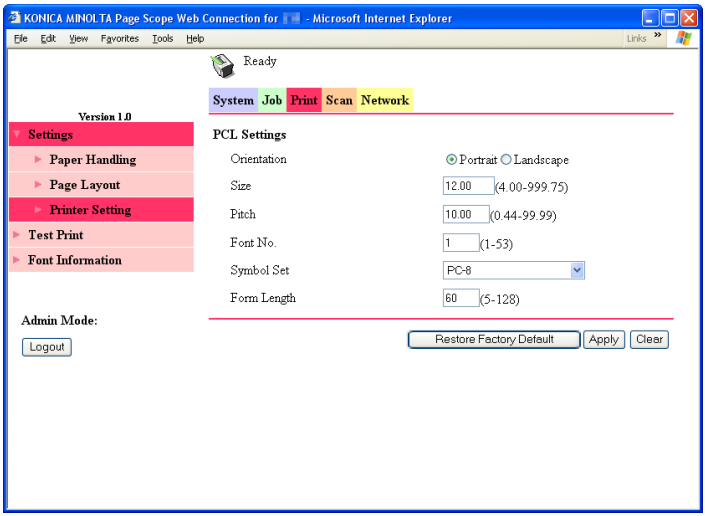
The Print tab appears only if the image controller IC-206 is installed.

To reset the settings to their defaults, click the [Restore Factory Default] button.

Print tab — Settings — Printer Setting

The settings related to the printer PCL function can be specified.

A print job sent with no settings specified is printed with these settings.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Orientation	Specify the paper orientation.
Size	Specify the character size.
Pitch	Specify the font pitch.
Font No.	Specify the font number.
Symbol Set	Select the symbol set.
Form Length	Specify the page length.

Note

The Print tab appears only if the image controller IC-206 is installed.

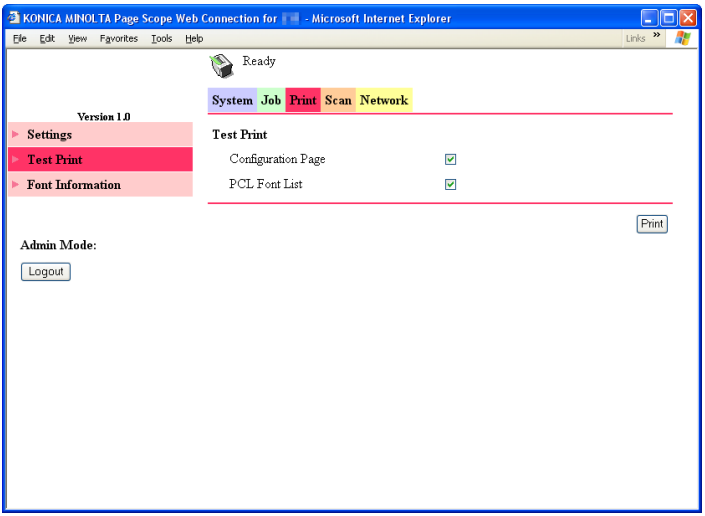
Note

To reset the settings to their defaults, click the [Restore Factory Default] button.

Print tab — Test Print

A test page can be printed.

The information that is displayed and the procedure for printing test pages are the same as in User mode.



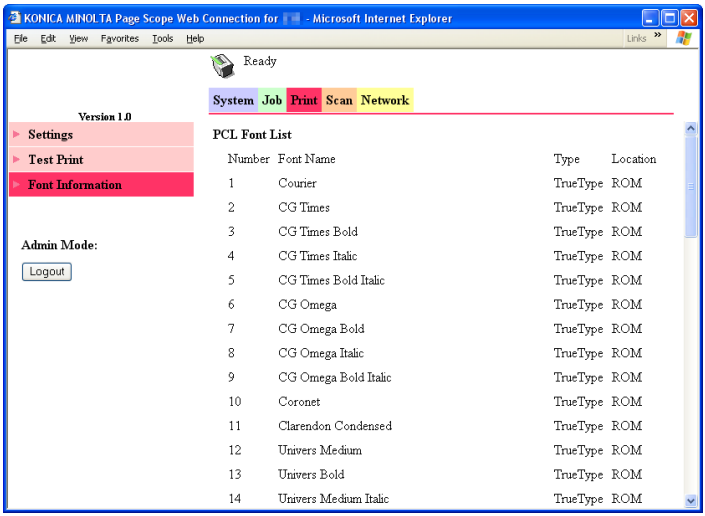
Note

The Print tab appears only if the image controller IC-206 is installed.

Print tab — Font Information

The PCL font list can be checked.

The information that is displayed is the same as that displayed in User mode.

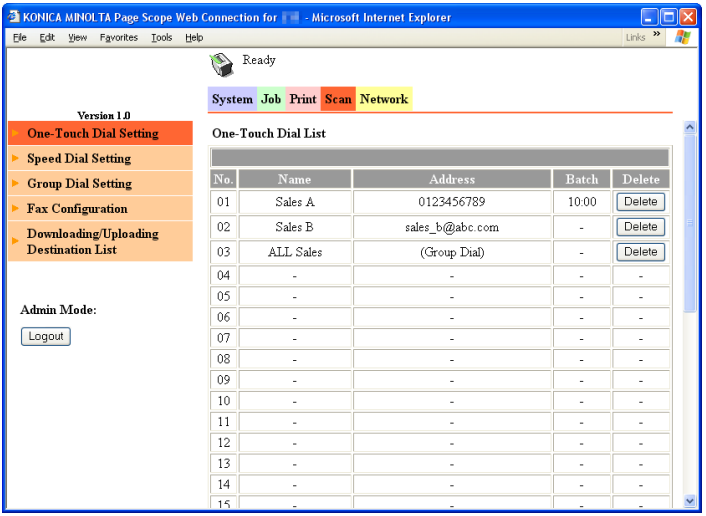


Note

The Print tab appears only if the image controller IC-206 is installed.

Scan tab — One-Touch Dial Setting

One-touch dial settings can be viewed and registered.



Item	Description
No.	Displays the one-touch dial number (between 01 and 32).
Name	Displays the name of the recipient registered with the one-touch dial number. The display name appears in the control panel display.
Address	Displays the recipient registered with the one-touch dial number. Depending on the type of recipient registered, either a fax number or an e-mail address is displayed.
Batch	Displays the transmission time if batch transmission is specified.
[Delete] button	Click this button to delete the corresponding one-touch dial settings.

Note

"One-Touch Dial Setting" appears in the menu only if fax kit FK-506 is installed.

Registering one-touch dial settings

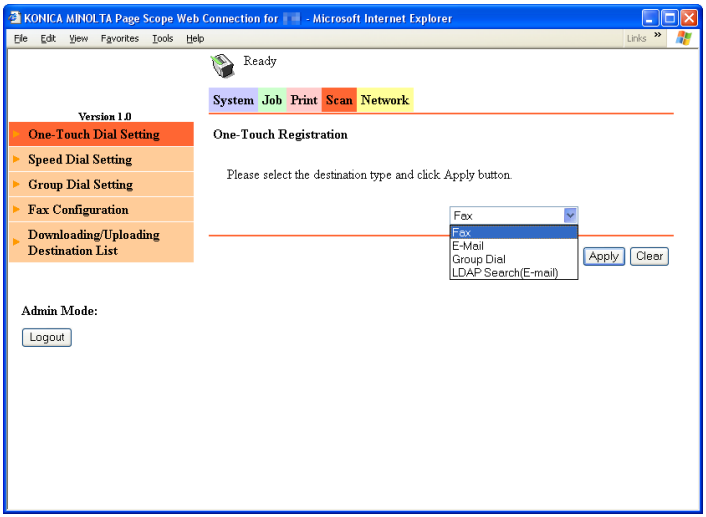
Fax destinations, e-mail destinations, group dialing, and e-mail destinations specified through LDAP searches can be registered with one-touch dial numbers.

1 Click a one-touch dial number that has not yet been programmed with a recipient.

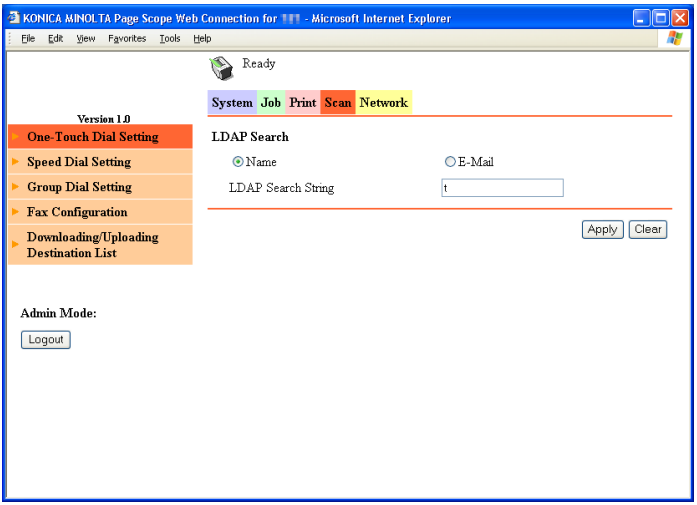
The One-Touch Registration page appears.

2 From the drop-down list, select the transmission method to be registered, and then click the [Apply]button.

– If “LDAP Search” was selected, continue with step 3. If any other destination type was selected, continue with step 5.

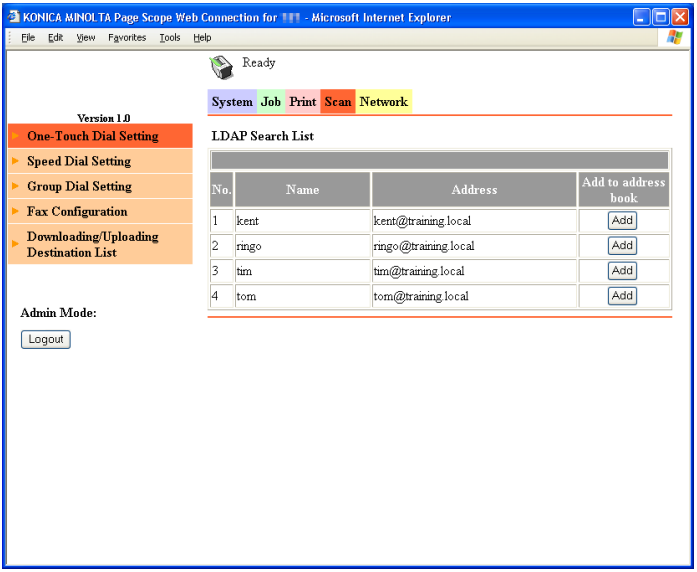


3 Select the LDAP server search conditions and type in the characters to be searched for, and then click the [Apply] button.



– From the Network tab, specify the settings for the connection to the LDAP server.
– For the characters to be entered for the LDAP search, consult with the network administrator.

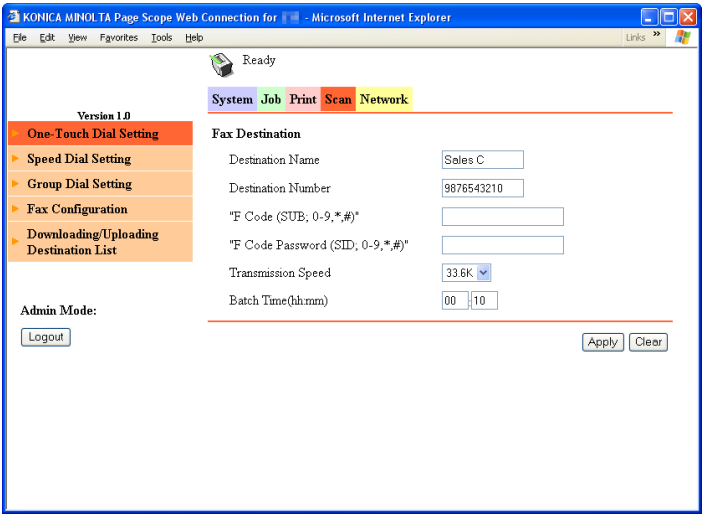
4 From the results of the LDAP server search, select the desired destination, and then click the [Add] button.



5 Specify the various settings, and then click the [Apply] button.

– The settings that appear differ depending on the transmission method.

Sample page: For a fax destination



Note

To view or change the settings registered with a one-touch dial number, click the one-touch dial number whose settings are to be changed.

When “Fax” is selected:

Item	Description
Destination Name	Type in the name of the recipient. The display name appears in the control panel display.
Destination Number	Type in the fax number of the recipient. (maximum 30 characters)
F Code (SUB)	Type in the SUB address of the F-code. (maximum 20 characters)
F Code Password (SID)	Type in the password for the F-code. (maximum 20 characters)
Transmission Speed	Select the transmission speed.
Batch Time	To specify a batch transmission, type in the transmission time.

When “E-Mail” or “LDAP Search” is selected:

Item	Description
Destination Name	Type in the name of the recipient. The display name appears in the control panel display.
Destination Address	Type in the e-mail address of the recipient. (maximum 64 characters) If “LDAP Search” was selected, this information is already entered.
Basic Mode/Advanced Mode	Select the e-mail mode (basic mode or advanced mode) to be used for sending documents as Internet faxes.
Max TX Size	Specify the maximum size for transmissions with advanced mode.
Max Resolution	Specify the maximum resolution for transmissions with advanced mode.
Coding Mode	Specify the maximum compression encoding method for scan data to be sent with advanced mode.

Note

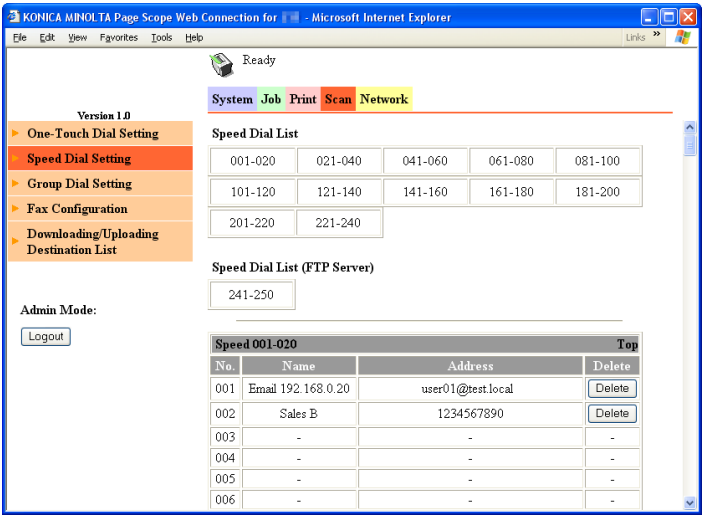
Settings for Internet faxing are applied when a transmission is specified using the procedure for Internet fax transmissions. The settings are not applied when a transmission is specified using the procedure for Scan to E-mail transmissions. For details on Internet faxing, refer to the User’s Guide for fax kit FK-506.

When “Group Dial” is selected:

Group dial settings are specified using the same procedure as when “Group Dial Setting” on the Scan tab is clicked. For details, refer to “Scan tab — Group Dial Setting” on page 11-28.

Scan tab — Speed Dial Setting

Speed dial settings can be viewed and registered.



Item	Description
No.	Displays the speed dial number (between 001 and 240).
Name	Displays the name of the recipient registered with the speed dial number. The display name appears in the control panel display.
Address	Displays the address of the recipient registered with the speed dial number. Depending on the type of recipient registered, either a fax number or an e-mail address is displayed.
[Delete] button	Click this button to delete the corresponding speed dial settings.

Registering speed dial settings

Fax destinations, e-mail destinations, e-mail destinations specified through LDAP searches, and FTP server addresses can be registered with speed dial numbers.

Transmission addresses and FTP addresses can be registered with speed dial numbers. Register transmission addresses with speed dial numbers 001 through 240. Register FTP server addresses with speed dial numbers 241 through 250.

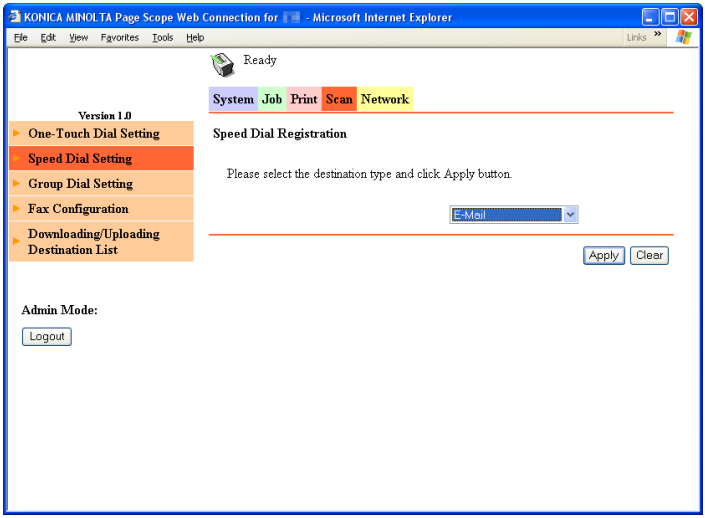
1 Click a speed dial number that has not yet been programmed with a recipient.

– If a speed dial number between 001 and 240 (transmission addresses) was selected, continue with step 2. If a speed dial number between 241 and 250 (FTP server addresses) was selected, continue with step 5.

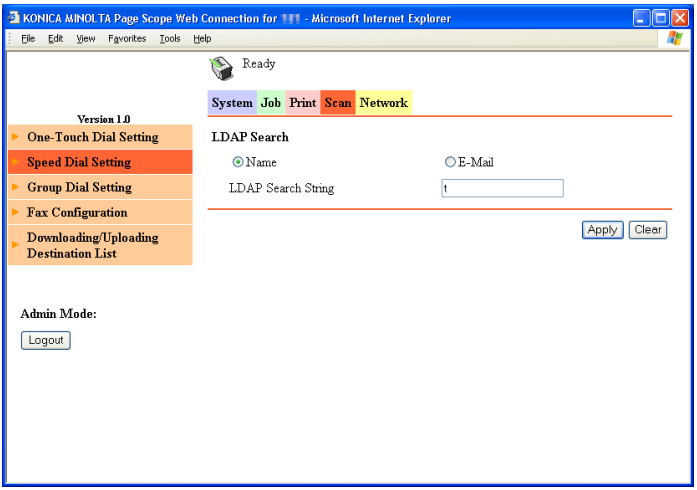
The Speed Dial Registration page appears.

2 From the drop-down list, select the transmission method to be registered, and then click the [Apply]button.

– If “LDAP Search” was selected, continue with step 3. If any other destination type was selected, continue with step 5.

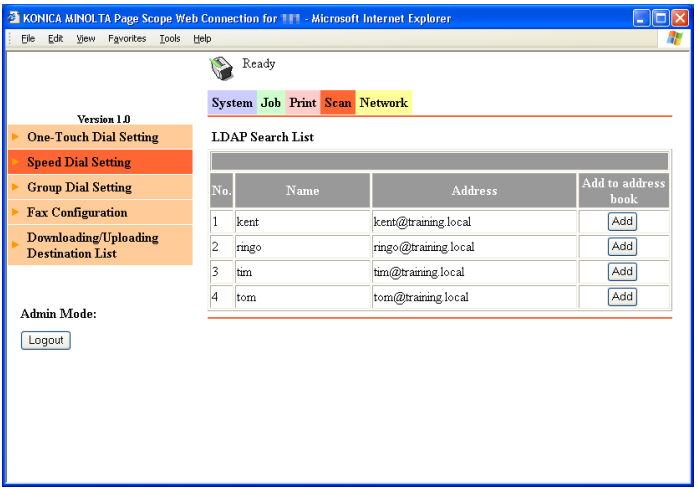


3 Select the LDAP server search conditions and type in the characters to be searched for, and then click the [Apply] button.



– From the Network tab, specify the settings for the connection to the LDAP server.
– For the characters to be entered for the LDAP search, consult with the network administrator.

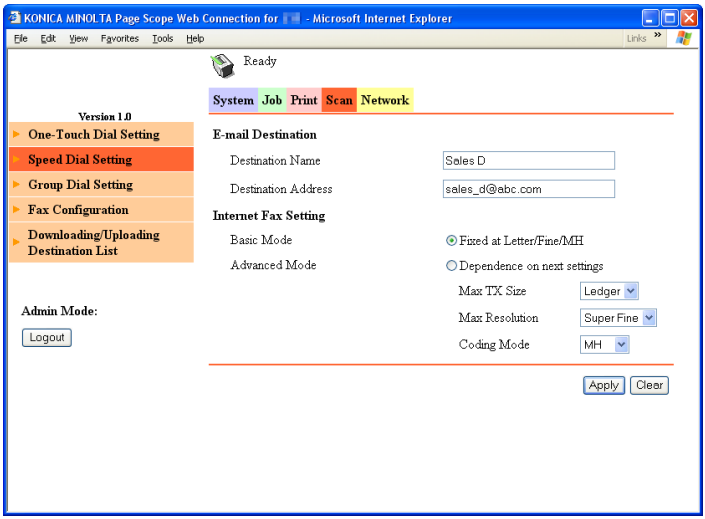
4 From the results of the LDAP server search, select the desired destination, and then click the [Add] button.



5 Specify the various settings, and then click the [Apply] button.

– The settings that appear differ depending on the transmission method.

Sample page: For an e-mail destination



Reminder

"Fax" can be selected only when fax kit FK-506 is installed on the machine.

Note

To view or change the settings registered with a speed dial number, click the speed dial number whose settings are to be changed.

When "Fax" is selected:

Item	Description
Destination Name	Type in the name of the recipient. The display name appears in the control panel display.
Destination Number	Type in the fax number of the recipient. (maximum 30 characters)
F Code (SUB)	Type in the SUB address of the F-code. (maximum 20 characters)

Item	Description
F Code Password (SID)	Type in the password for the F-code. (maximum 20 characters)
Transmission Speed	Select the transmission speed.

When “E-Mail” or “LDAP Search” is selected:

Item	Description
Destination Name	Type in the name of the recipient. The display name appears in the control panel display.
Destination Address	Type in the e-mail address of the recipient. (maximum 64 characters) If “LDAP Search” was selected, this information is already entered.
Basic Mode/Advanced Mode	Select the e-mail mode (basic mode or advanced mode) to be used for sending documents as Internet faxes.
Max. TX Size	Specify the maximum size for transmissions with advanced mode.
Max. Resolution	Specify the maximum resolution for transmissions with advanced mode.
Coding Mode	Specify the maximum compression encoding method for scan data to be sent with advanced mode.

Reminder

“Internet Fax Setting” is available only when fax kit FK-506 is installed on the machine.

Note

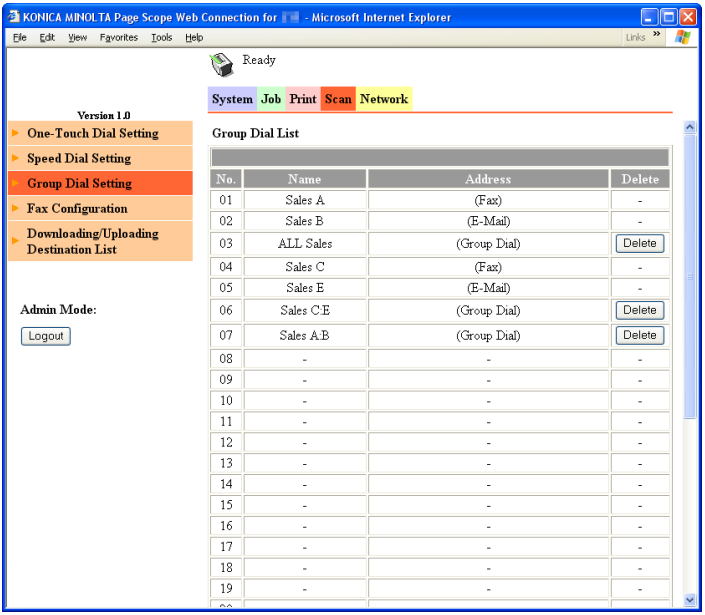
Settings for Internet faxing are applied when a transmission is specified using the procedure for Internet fax transmissions. The settings are not applied when a transmission is specified using the procedure for Scan to E-mail transmissions. For details on Internet faxing, refer to the User’s Guide for fax kit FK-506.

When “FTP Server Address” is selected:

Item	Description
Destination Name	Type in the name of the recipient. The display name appears in the control panel display.
FTP Server Address	Specify the IP address or the host name of the FTP site where the scan data will be sent. (maximum 64 characters)
Directory	Specify the directory on the FTP site where the scan data will be saved. (maximum 128 characters)
Use Proxy	Select this check box to access the FTP site through a proxy server.
Remote Port Number	Specify the port number (1 through 65535) for the remote host when a proxy server is not used. Normally, port number 21 is used.
E-mail Notification	Select this check box to send an e-mail message as notification that the scan data has been uploaded to the FTP server.
Notification Address	Type in the e-mail addresses (up to 10) of the recipients for e-mail notification. (maximum 64 characters)
Anonymous	Select this setting when the FTP site of the recipient is an anonymous FTP server.
Private Site	Select this setting when the FTP site of the recipient requires user authentication, and then specify the following. User Name: Specify the user name for logging on to the FTP site. (maximum 20 characters) Password: Specify the password for the user name for logging on to the FTP site. (maximum 20 characters) Confirm: Type in the same password again for confirmation.

Scan tab — Group Dial Setting

Group dial settings can be viewed and registered.



Item	Description
No.	Displays the group dial number (between 01 and 32).
Name	Displays the name of the recipient registered with the group dial number. The display name appears in the control panel display.
Address	Displays the recipient registered with the group dial number. Depending on the type of recipient registered, either a fax number or an e-mail address is displayed.
[Delete] button	Click this button to delete the corresponding group dial settings.

Reminder

"Group Dial Setting" appears in the menu only if fax kit FK-506 is installed.

Registering group dial settings

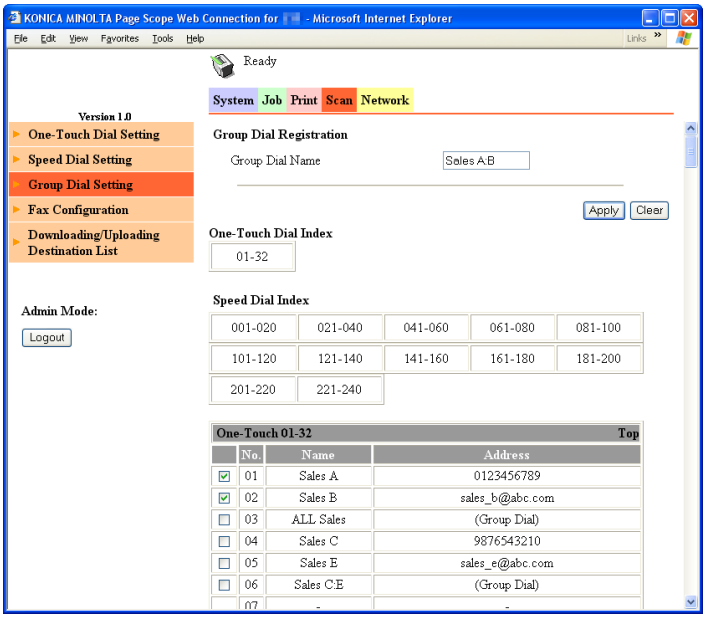
With group dialing, multiple recipients from registered one-touch dial destinations and speed dial destinations can be registered together as a group.

The group dial destinations are registered as a single one-touch dial number.

1 Click a group dial number that has not yet been programmed with recipients.

The Group Dial Registration page appears.

2 Type in the name of the group dial destination.



3 Select the one-touch dial numbers and speed dial numbers to specify the recipients (up to 50) to be registered in the group.

– To select a recipient, select the check box to the left of the recipient's name in the list.

4 Click the [Apply] button.

...

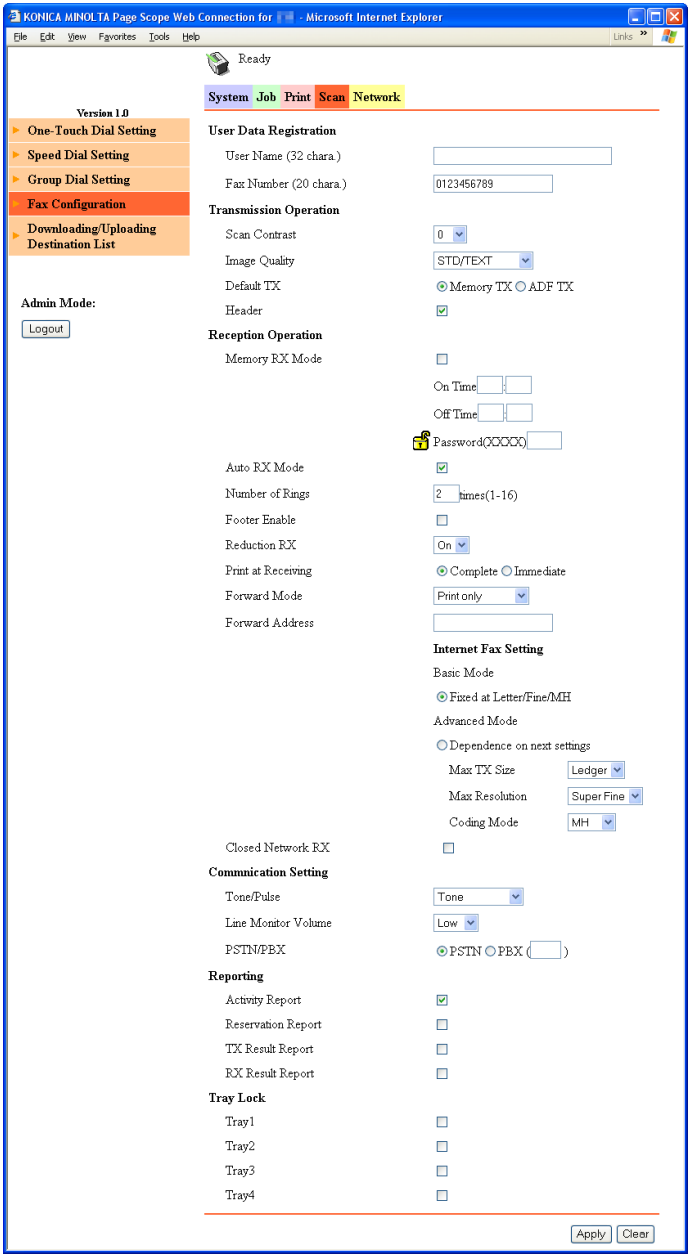
Note

FTP server addresses cannot be registered as a group.

To view or change the settings registered with a group dial number, click the group dial number whose settings are to be changed.

Scan tab — Fax Configuration

User information and transmission conditions for faxes can be viewed and registered.



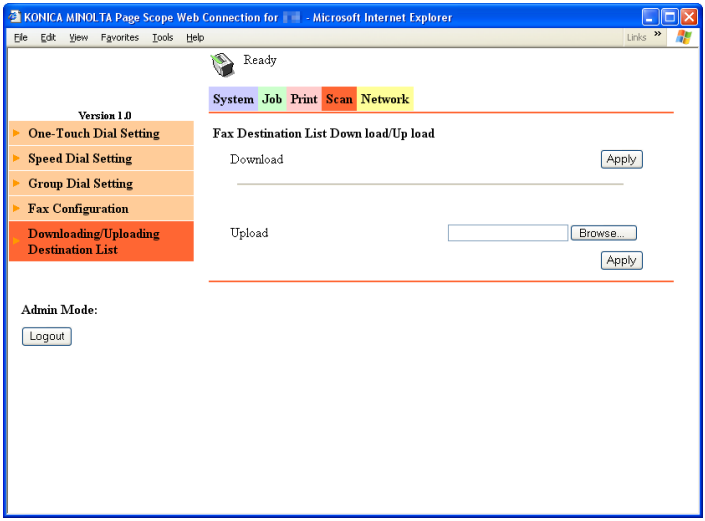
Item	Description
User Name	Type in the name of the sender.
Fax Nmber	Type in the fax number of the sender.
Scan Contrast	Select the scanning density.
Image Quality	Select the image quality.
Default TX	Select the transmission mode given priority.
Header	Select whether or not the header is added.
Memory RX Mode	Select whether Memory RX mode is turned on or off. If Memory RX mode is turned on, type in the starting and ending time for reception and the password.
Auto RX Mode	Select whether Auto RX mode is turned on or off.
Number of Rings	Specify the number of rings before picking up.
Footer Enable	Select whether or not the footer is printed.
Reduction RX	Select whether or not large-sized documents are reduced when they are received.
Print at Receiving	Specify the print timing for received data.
Forward Mode	Select whether or not to forward received fax documents. Print only: Select this setting to not forward the document. Forward: Select this setting to forward the received fax document to the specified fax number or e-mail address. Print & Forward: Select this setting to forward the received fax document to the specified fax number or e-mail address at the same time that this machine prints it.
Forward Address	Type in the forwarding address (fax number or e-mail address) when “Forward” or “Print & Forward” is selected for “Forward Mode”.
Basic Mode/Advanced Mode	Select the e-mail mode (basic mode or advanced mode) to be used for sending documents as Internet faxes.
Max. TX Size	Specify the maximum size for transmissions with advanced mode.
Max. Resolution	Specify the maximum resolution for transmissions with advanced mode.
Coding Mode	Specify the maximum compression encoding method for scan data to be sent with advanced mode.
Closed Network RX	Select whether or not the network is closed.
Tone/Pulse	Select whether a tone or pulse transmission line is being used.
Line Monitor Volume	Select the line monitoring volume.
PSTN/PBX	Select whether a public telephone line or a private branch exchange is used. For a private branch line, type in the outside line access number.
Reporting	Select the reports to be printed.
Tray Lock	Select the paper drawers that cannot be used.

Reminder

“Fax Configuration” appears in the menu only if fax kit FK-506 is installed.

Scan tab — Downloading/Uploading Destination List

The specified one-touch dial and speed dial settings can be saved and restored.



Download

The specified one-touch dial and speed dial settings can be saved.

This can be used to back up the settings.

1 Click the [Apply] button beside “Download”.

2 When the confirmation message appears, click the [Save] button.

3 Specify the destination and the name of the file where the settings are to be saved.

Upload

The one-touch dial and speed dial settings can be changed to those saved in the file using the procedure described in “Download”.

1 Click the [Browse] button, and then select the file to be uploaded.

2 Click the [Apply] button.

The one-touch dial and speed dial settings are changed to those in the selected file.

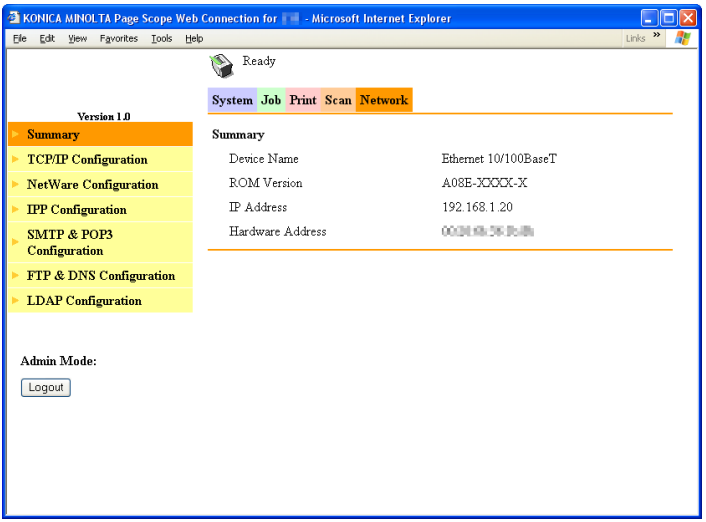
Reminder

Be careful since the current one-touch dial and speed dial settings will be lost.

Network tab — Summary

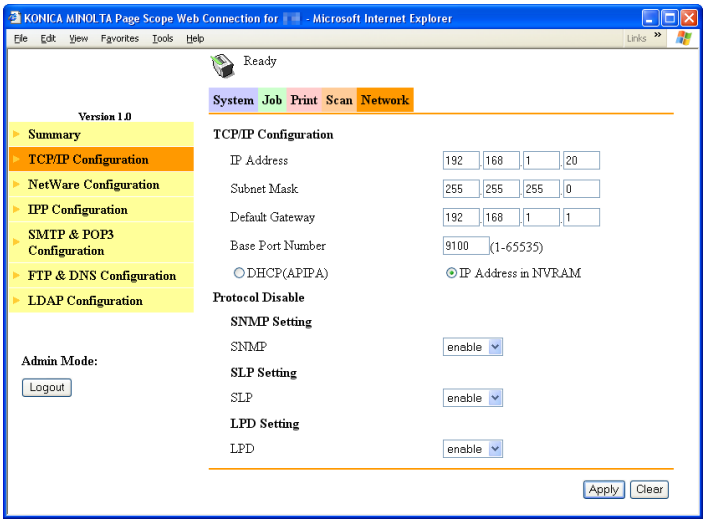
The basic network settings can be viewed.

The information that is displayed is the same as that displayed in User mode.



Network tab — TCP/IP Configuration

Specify the TCP/IP information for the network.



To change the settings, specify the various settings, and then click the [Apply] button.

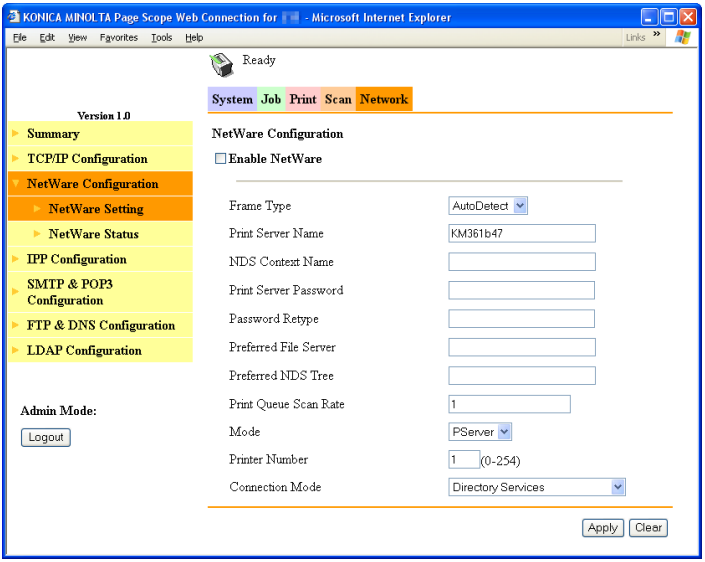
Item	Description
IP Address	Specify the IP address of the machine.
Subnet Mask	Specify the subnet mask of the connected network.
Default Gateway	Specify the default gateway address of the connected network.
Base Port Number	Specify the port number for RAW printing.
DHCP(APIPA)	Select this option when a DHCP server or APIPA (automatic private IP addressing) is used to automatically assign the IP address.
IP Address in NVRAM	Select this option when a fixed IP address is used.
SNMP	Select whether or not SNMP is enabled.
SLP	Select whether or not SLP is enabled.
LPD	Select whether or not LPD is enabled.

Reminder

To change the settings on the Network tab, click the [Apply] button, and then, after "Updated Successful" appears, click the [Reset] button on the page that appears after clicking "NIC and Printer Controller Reset" in the menu under "Maintenance" on the System tab; otherwise, the changes to the settings will not be applied.

Network tab — NetWare Configuration — NetWare Setting

Specify the NetWare information for the network.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Frame Type(*)	Select the frame type.
Print Server Name	Type in the name of the print server. (maximum 63 characters, excluding / \ : ; , * [ ] < > | + = ? and .)
NDS Context Name	Type in the preferred NDS context name. (maximum 191 characters, excluding / \ : ; , * [ ] < > | + = and ?)
Print Server Password	Type in the password for the print server. (maximum 63 characters)
Password Retype	
Preferred File Server	Type in the name of the preferred print server for Bindery. (maximum 63 characters, excluding / \ : ; , * [ ] < > | + = ? and .)

Item	Description
Preferred NDS Tree	Type in the preferred NDS tree name. (maximum 63 characters, excluding / \ ; : , * [ ] < > | + = ? and .)
Print Queue Scan Rate(*)	Specify the interval for scanning the print queue. (Range: 1 to 65535 seconds)
Mode(*)	Select either “PServer” or “Nprinter/Rprinter” as the operating mode for the print server.
Printer Number	Type in the Nprinter/Rprinter printer number. (Range: 0 to 254)
Connection Mode	Specify the NetWare emulation mode. (“Directory Services (NDS)”, “Bindery” and “Directory Services/Bindery”)

Reminder

To change the settings on the Network tab, click the [Apply] button, and then, after “Updated Successful” appears, click the [Reset] button on the page that appears after clicking “NIC and Printer Controller Reset” in the menu under “Maintenance” on the System tab; otherwise, the changes to the settings will not be applied.

After changing the settings for parameters marked with an asterisk (*), turn this machine off, then on again.

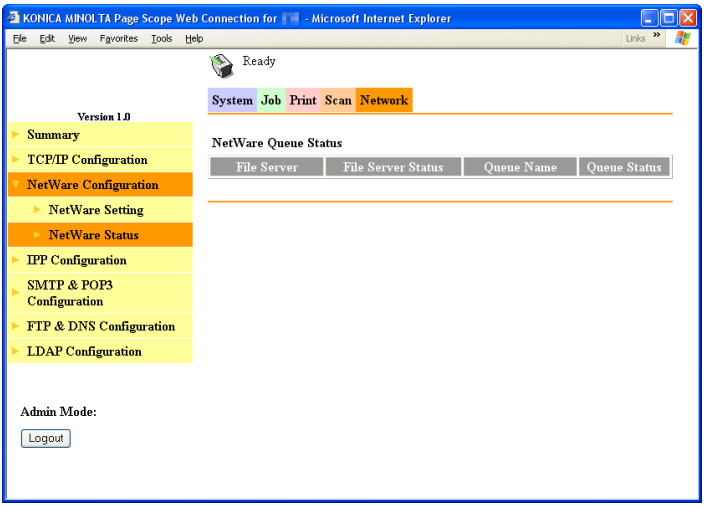
The NetWare information that can be specified differs as shown below, depending on the emulation mode and service mode settings selected for NetWare.

Service mode	Nprinter		PServer	
Emulation mode	**NDS**	**Bindery**	**NDS**	**Bindery**
NetWare Configuration	Enable NetWare (Select the check box.)		Enable NetWare (Select the check box.)	
Frame Type	AutoDetect (Select the frame type according to the network environment.)		AutoDetect (Select the frame type according to the network environment.)	
Print Server Name	Print server name specified on the NetWare server		Print server name specified on the NetWare server	
NDS Context Name	Name of the context that connects to PServer	Not necessary to specify	Name of the context that connects to PServer	Not necessary to specify
Print Server Password	Specify only when setting from the NetWare server.		Specify only when setting from the NetWare server.	
Password Retype				
Preferred File Server	Not necessary to specify	Name of the file server that connects to PServer	Not necessary to specify	Name of the file server that connects to PServer

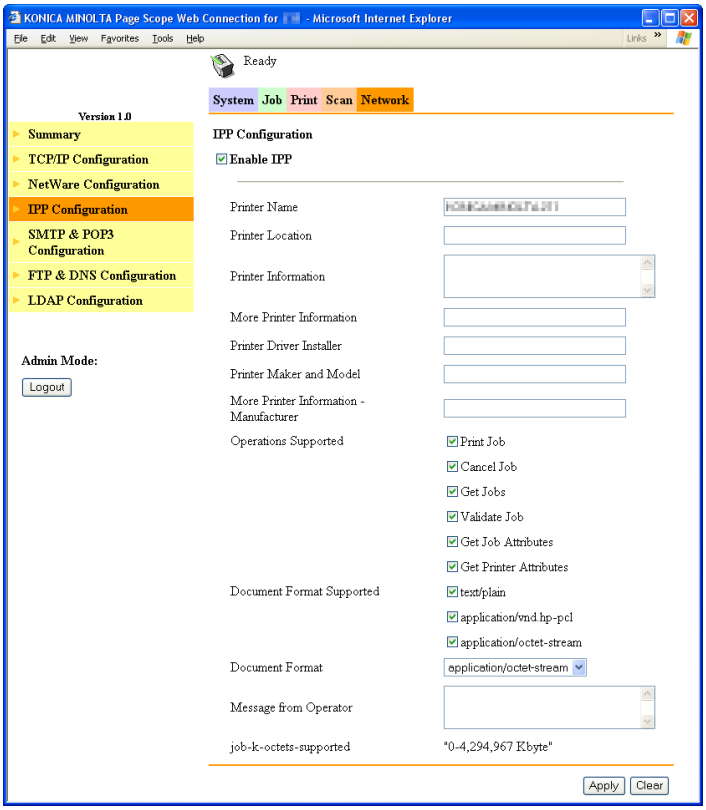
Service mode	Nprinter		PServer	
Emulation mode	**NDS**	**Bindery**	**NDS**	**Bindery**
Preferred NDS Tree	Name of the tree where Pserver logs on	Not necessary to specify	Name of the tree where Pserver logs on	Not necessary to specify
Print Queue Scan Rate	1 (Change as necessary.)		1 (Change as necessary.)	
Mode	Nprinter		PServer	
Printer Number	1 (Change according to the setting.)		1 (Change according to the setting.)	
Connection Mode	Directory Services	Bindery	Directory Services	Bindery

Network tab — NetWare Configuration — NetWare Status

The server and print queue name are displayed to show the NetWare connection status.



Network tab — IPP Configuration



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Enable IPP	Select whether or not IPP printing is enabled.
Printer Name	Type in the printer name. (maximum 127 characters)
Printer Location	Type in the printer location. (maximum 127 characters)
Printer Information	Type in the printer information. (maximum 127 characters)
Printer Driver Installer	Type in the URL for the printer driver. (maximum 127 characters)
Printer Maker and Model	Type in the name of the printer's manufacturer and model. (maximum 127 characters)

Item	Description
More Printer Information — Manufacturer	Type in printer information for the manufacturer. (maximum 127 characters)
Operations Supported	Select the print operations supported by IPP.
Document Format Supported	Select the formats supported by IPP.
Document Format	Select the format used by IPP.
Message from Operator	Type in the message from the administrator. (maximum 127 characters)
job-k-octets-supported	The setting is only displayed.

...

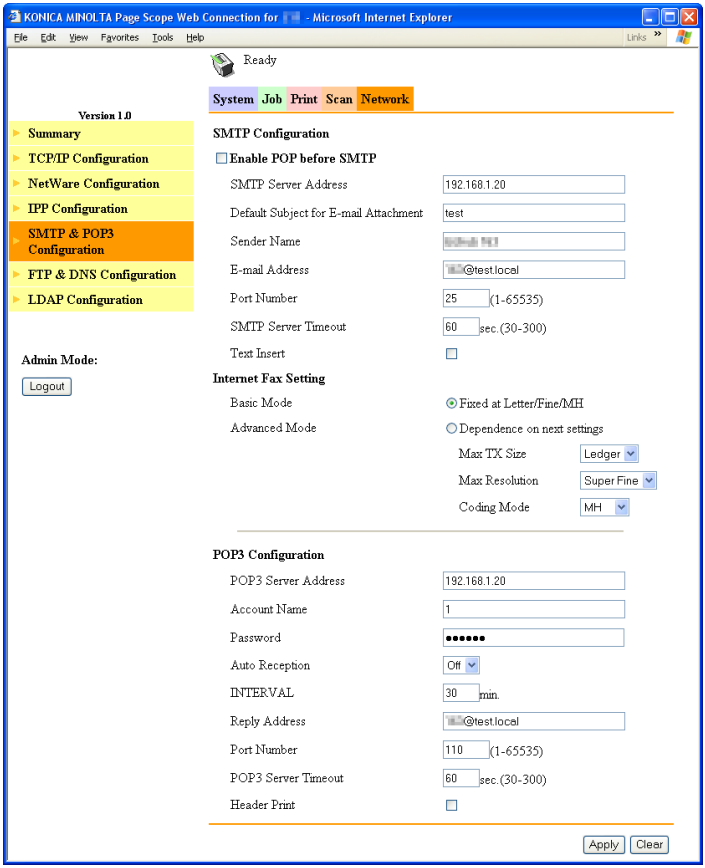
Reminder

To change the settings on the Network tab, click the [Apply] button, and then, after "Updated Successful" appears, click the [Reset] button on the page that appears after clicking "NIC and Printer Controller Reset" in the menu under "Maintenance" on the System tab; otherwise, the changes to the settings will not be applied.

"vnd.hp-pcl" under "Document Format Supported" can be used only if the image controller IC-206 is installed.

Network tab — SMTP & POP3 Configuration

Specify the SMTP and POP3 information for e-mail transmission/reception.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Enable POP before SMTP	Select whether or not POP before SMTP is used. In order to perform user authentication with POP before SMTP, some settings must be specified so that the mail server can be accessed correctly with POP.
SMTP Server Address	Specify the IP address or host name for the SMTP server. (maximum 64 characters)
Default Subject for E-mail Attachment	Specify the default subject used when sending scan data attached to an e-mail message. (maximum 20 characters)

Item	Description
Sender name	Specify the sender name used when sending scan data attached to an e-mail message. (maximum 20 characters)
E-Mail Address	Specify the e-mail address of the sender. (maximum 64 characters)
Port Number	Specify the port number (between 1 and 65535) of the SMTP server. Normally, port number 25 is used.
SMTP Server Timeout	Specify the amount of time until communication with the SMTP server times out (between 30 and 300 seconds).
Text Insert	Select to insert the body text of the e-mail message.
Basic Mode/Advanced Mode	Select the e-mail mode (basic mode or advanced mode) to be used for sending documents as Internet faxes.
Max. TX Size	Specify the maximum size for transmissions with advanced mode.
Max. Resolution	Specify the maximum resolution for transmissions with advanced mode.
Coding Mode	Specify the maximum compression encoding method for scan data to be sent with advanced mode.
POP3 Server Address	Specify the IP address or host name for the POP3 server. (maximum 64 characters)
Account Name	Specify the account name used to log on to the POP3 server. (maximum 64 characters)
Password	Specify the password used to log on to the POP3 server. (maximum 32 characters)
Auto Reception	Select whether or not the Auto Reception function is used.
INTERVAL	Specify the time interval (between 1 and 60 minutes) for checking for new e-mail messages during automatic reception.
Reply Address	Specify the e-mail address where a reply is sent to error messages. If an error occurs, a reply to the error message is sent to the e-mail address specified here. Normally, the e-mail address of the administrator is specified. (maximum 64 characters)
Port Number	Specify the port number (between 1 and 65535) of the POP3 server. Normally, port number 110 is used.
POP3 Server Timeout	Specify the amount of time (between 30 and 300 seconds) until the connection with the POP3 server times out.
Header Print	Select whether or not the header (title or sender) is printed.

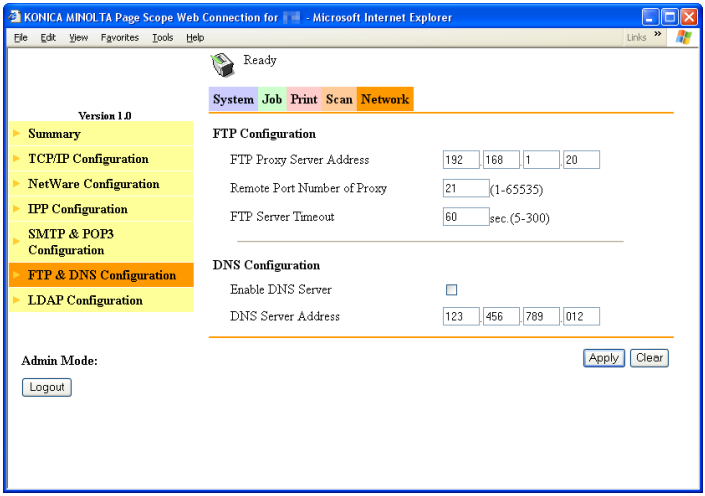
Reminder

"Auto Reception", "INTERVAL", "Reply Address", "Header Print" and the settings below "Internet Fax Setting" appear in the page only if fax kit FK-506 is installed.

To change the settings on the Network tab, click the [Apply] button, and then, after "Updated Successful" appears, click the [Reset] button on the page that appears after clicking "NIC and Printer Controller Reset" in the menu under "Maintenance" on the System tab; otherwise, the changes to the settings will not be applied.

Network tab — FTP & DNS Configuration

Specify the FTP proxy server information and the DNS information.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
FTP Proxy Server Address	Specify the IP address of the proxy server when the FTP server is accessed using a proxy server.
Remote Port Number of Proxy	Specify the port number (between 1 and 65535) of the proxy server.
FTP Server Timeout	Specify the amount of time (between 5 and 300 seconds) until the connection with the FTP server times out.
Enable DNS Server	Select this check box if DNS is used.

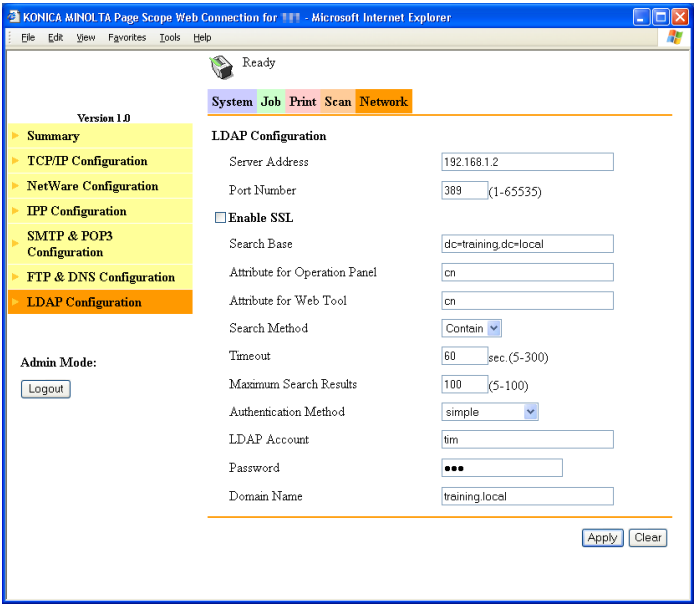
Item	Description
DNS Server Address	Specify the IP address of the DNS server when the “Enable DNS Server” check box above is selected.

Reminder

To change the settings on the Network tab, click the [Apply] button, and then, after “Updated Successful” appears, click the [Reset] button on the page that appears after clicking “NIC and Printer Controller Reset” in the menu under “Maintenance” on the System tab; otherwise, the changes to the settings will not be applied.

Network tab - LDAP Configuration

Specify the LDAP server information when an LDAP server is used for searching for destinations.



To change the settings, specify the various settings, and then click the [Apply] button.

Item	Description
Server Address	Specify the LDAP server address. (maximum 64 characters)

Item	Description
Port Number	Specify the port number (between 1 and 65535) to be used for communication with the LDAP server.
Enable SSL	Select whether or not to use SSL/TLS to communicate with the LDAP server.
Search Base	Specify the starting point for LDAP searches. (maximum 64 characters)
Attribute for Operation Panel	Specify the attribute for performing LDAP searches from the control panel. (maximum 32 characters)
Attribute for Web Tool	Specify the attribute for performing LDAP searches from PageScope Web Connection. (maximum 32 characters)
Search Method	Specify the condition for performing LDAP searches. Select “Begin”, “Contain” or “End” for the item in the search base.
Timeout	Specify the amount of time (between 5 and 300 seconds) until an LDAP search times out.
Maximum Search Results	Specify the maximum number of items (between 5 and 100) that can be received as LDAP search results.
Authentication Method	Select the LDAP authentication method. The settings that can be specified differ depending on the selected authentication method. If “anonymous” is selected, it is not necessary to specify the domain name, logon name and password.
LDAP Account	If any setting other than “anonymous” is selected as the authentication method, type in the name of the LDAP account. (maximum 255 characters)
Password	If any setting other than “anonymous” is selected as the authentication method, type in the password. (maximum 32 characters)
Domain Name	Specify the necessary domain name used to connect to the LDAP server. (maximum 64 characters)

Reminder

To change the settings on the Network tab, click the [Apply] button, and then, after “Updated Successful” appears, click the [Reset] button on the page that appears after clicking “NIC and Printer Controller Reset” in the menu under “Maintenance” on the System tab; otherwise, the changes to the settings will not be applied.

Note

An address search using the LDAP server can be performed from the Scan tab of PageScope Web Connection.

For the attributes to be specified for “Attribute for Operation Panel” and “Attribute for Web Tool”, consult with the network administrator.

12 Troubleshooting

This chapter provides details on the causes for error messages to appear and the various operations to correct the problem.

12.1 Main error messages and their remedies

Message	Cause	Remedy
COMMUNICATION ERROR XXXX server	Communication with the server is not possible because of some problem in the machine or the condition of the network or server.	Check the transmission/reception results report. Consult with the network administrator.
CANNOT CONNECT XXXX server	A connection to the server cannot be established.	Check that the Ethernet cable is correctly connected. (See p. 1-12.) Check the parameters settings on the “E-MAIL SETTING 1”, “E-MAIL SETTING 2” and “NETWORK SETTING” menus. Consult with the network administrator.
CANNOT GET IP XXXX server	The IP address could not be assigned by the DNS or DHCP server.	Consult with the network administrator.
DISCONNECT XXXX server	The connection to the server was cut.	Consult with the network administrator.
WRONG PASSWORD XXXX server	The password is incorrect, so the machine could not log on to the server.	For the POP3 server, check the settings on the “E-MAIL SETTING 2” menu. Consult with the network administrator.
MEM. FULL/TX CANCEL	While sending e-mail, the size of the image data has exceeded the capacity of the memory.	Retrieve the transmission data stored in the memory.
MEMORY FILE FULL	While sending e-mail, the maximum number of stored files was used.	Retrieve the transmission data stored in the memory.
SERVER MEMORY FUL SMTP Server	The memory of the SMTP server has become full while sending e-mail.	Consult with the network administrator.
FTP SERVER ERROR	While uploading scan data, the data could not be correctly uploaded to the FTP server.	Consult with the network administrator.

If a printing error occurs, the “Caution” indicator lights up and the message “Check Printer Mode” appears in the machine’s display. In this case, press the [Printer] key to display the Printer mode screen.

The main error messages that appear in the Printer mode screen are described below.

Error message	Cause	Remedy
PAPER SIZE ERROR	The size of paper specified with the printer driver is different from the size of paper loaded in the paper drawer.	Pull open the paper drawer with the size error, and then close it again. Check if a custom paper size has been entered, and correct the paper size from Utility mode.
NO SUITABLE PAPER	“Auto” is selected in the “Paper Source” list in the printer driver, but paper of the specified size is not loaded.	Load paper of the specified size into a paper drawer.
INCORRECT PAPER SIZE	Paper of the size specified in the printer driver is not loaded in the specified paper drawer.	Change the paper size from Utility mode, and then load paper of the appropriate size into a paper drawer. If the multi bypass tray (optional) is used for printing, printing begins when the appropriate paper is loaded.
PAPER EMPTY	Either no paper is loaded in the specified paper drawer or the specified paper drawer is not installed on the machine.	Load paper of the specified size into the specified paper drawer.
MEDIA TYPE ERROR	Paper of the type specified in the printer driver is not loaded in the specified paper drawer.	Load the appropriate paper into a paper drawer, and then change the paper type from Utility mode. If the multi bypass tray (optional) is used for printing, printing begins when the appropriate paper is loaded.
MEMORY NEAR FULL	The image data received from the computer has exceeded the capacity of the memory.	Press any key. Turn the machine off, then on again.
SECUREPRINT IS NOT AVAILABLE	Since the expanded memory unit is not installed, the “Secure Print” setting cannot be selected.	The job is cancelled.
NOT ACCEPTED PASSWORD	Since the secure print password is incorrect, the document cannot be printed.	Type in the correct password.

12.2 Troubleshooting

Network printing

If network printing cannot be performed, check for the following.

	Problem		Cause	Remedy
1	Did the machine receive the print job?	Yes	A machine error (out of paper, out of toner, etc.) occurred.	Check the machine status and correct the error.
		No	The data has not been received.	Continue with 2.
2	Is there a response from pinging sent from the computer to the controller?	Yes	The print destination port setting is incorrect.	Specify the correct port.
			The computer is temporarily malfunctioning.	Restart the computer.
			The printer driver is not installed correctly.	Follow the procedure to correctly uninstall, then reinstall the printer driver.
		No	The machine is temporarily malfunctioning.	Restart the machine.
			The network cable is disconnected or the relay device is faulty.	Correctly connect the cable, or restart or replace the relay device.
			The IP address and/or subnet mask is incorrectly specified.	Specify the correct IP address and subnet mask.

Scan to E-mail

Problem	Cause	Remedy	Page reference
Transmission is not possible.	The connections are incorrect.	Check the indicators on the hub and check the connections.	—
	The settings necessary for the device are not registered.	Specify the necessary network settings.	p. 7-1
	The LAN cable is damaged.	Replace the LAN cable.	—

Problem	Cause	Remedy	Page reference
Transmission is possible, but the image cannot be outputted at the recipient's terminal or computer.	The recipient's terminal is not able to handle the sent image.	Change the size, resolution and compression encoding method so that they are supported by the recipient's terminal, and then try sending the data again.	p. 9-10 p. 9-19
	The document was sent with no text inserted.	With some e-mail applications, if an e-mail message is received containing no text and only an attached file, it may not be possible to open the attached file. Therefore, text should be inserted into the document that is sent.	p. 7-26

PageScope Web Connection

Problem	Cause	Remedy	Page reference
A connection to PageScope Web Connection cannot be established.	The IP address for the device is not specified correctly.	Specify the IP address.	p. 7-9
	The URL setting in the Web browser is incorrect.	In the "Address" box, type the IP address of the specified device.	p. 11-4
	The settings in the Web browser are incorrect.	Even though the device can be accessed, certain settings must be specified according to the network configuration in order to establish a connection. For details, contact your network administrator.	
	If proxy settings are specified with the browser and the IP address of this copier cannot be recognized by the proxy server, the PageScope Web Connection window cannot be displayed.	Use the proxy settings in the browser to add the IP address of this copier to the list of exceptions that the proxy server will not use.	—
	The LAN cable is damaged.	Replace the LAN cable.	—
The text in the window is disorganized.	The browser is too small.	Increase the size of the browser.	—
	An appropriate font size is not selected.	Specify an appropriate font size for the computer and in the browser.	—
"." appears in the window.	Depending on the browser, this character may appear.	—	—

Problem	Cause	Remedy	Page reference
Some deleted characters remain in the window.	The operation differs depending on the browser used.	Reload the browser window or rescan.	—
The number of digits in an input or display area and the number of characters that can be registered are different.	Depending on the browser, scroll within the input area. If this is not possible, this should not affect the actual setting operation, although it may be a problem for displaying.	—	—
Some characters cannot be specified or displayed.	Depending on the operating system, some characters cannot be specified or displayed.	—	—
Space characters cannot be specified or displayed.	Spaces entered at the end of words may be removed.	—	—
Entered data was erased when an error occurred while specifying settings.	Depending on the browser, settings that appear as "*", such as passwords, may be erased.	—	—

12.3 Print data when an error occurs

The operation performed with the print data when an error occurs differs depending on the type of error that occurred.

With a “MACHINE TROUBLE” error

This error indicates that a severe operating malfunction occurred. When this error message appears in the display, the machine cannot receive any print data. Contact your technical representative.

Temporary errors

When the following easily corrected errors occur, the print data currently in the memory is saved. Printing automatically restarts as soon as the error is corrected.

- PAPER JAM
- INCORRECT PAPER SIZE
- PAPER SIZE ERROR
- FRONT COVER OPEN
- 1st SIDE COVER OPEN
- DUPLEX COVER OPEN
- NO SUITABLE PAPER
- PAPER EMPTY
- MEDIA TYPE ERROR

Note

If any of the errors listed above appears, the print job in the memory can be canceled. For details, refer to “Canceling a print job” on page 5-3.

13 Appendix

13.1 Main product specifications

Printing

Print speed*1	bizhub 163 16 ppm (when printing on A4/Letter ▯ paper at 600 × 600 dpi) 13 ppm (when printing on A4/Letter ▯ paper at 1200 × 600 dpi) bizhub 181 18 ppm (when printing on A4/Letter ▯ paper at 600 × 600 dpi) 13 ppm (when printing on A4/Letter ▯ paper at 1200 × 600 dpi) bizhub 211 21 ppm (when printing on A4 ▯ paper at 600 × 600 dpi) 20 ppm (when printing on Letter ▯ paper at 600 × 600 dpi) 13 ppm (when printing on A4/Letter ▯ paper at 1200 × 600 dpi)
Interface	Ethernet 10/100Base-T /TX (RJ-45) Compliant with USB Revision 2.0* *Windows 98 SE is not supported.
TCP/IP service	ARP, BootP, DHCP, IPP, lpr/lpd, Raw Socket, HTTPd 1.1, SLP, AutoIP*2
NetWare service	Bindery, NDS, Pserver mode, Nprinter mode, NDPS
	Frame Type (802.3, 802.2, 802.3 SNAP, Ethernet-II, AutoDetect)
Printer language	PCL5e, PCL6 emulation
Font	53 Western-language fonts
Driver-compatible operating systems	Windows Vista, Windows Server 2003, Windows XP (Service Pack 2 or later), Windows 2000 (Service Pack 4 or later), Windows Me, Windows 98 SE, Windows Vista x64 Edition, Windows Server 2003 x64 Edition, Windows XP Professional x64 Edition or Windows Terminal Server (Windows 2000 Server/Windows Server 2003)

*1 The print speed is measured under the following printing conditions. Paper is fed from Tray 1.

*2 AutoIP (APIPA (automatic private IP addressing)) is a function for automatically assigning to the network interface card an IP address beginning with 169.254 and subnet mask 255.255.0.0. If a network device on the same network has been assigned an IP address and subnet mask with the AutoIP function, those network devices can communicate with each other.

bizhub 163/211 is not sold in the USA market.

Scan to E-mail/Scan to Server (FTP)

Communication protocol	E-mail transmission: SMTP, TCP/IP FTP transmission: FTP, TCP/IP
Resolution	150 × 150 dpi, 300 × 300 dpi, 600 × 600 dpi
Data format	E-mail format: MIME Attached file format: TIFF, PDF
Compression encoding method	MH, MR, MMR
Network	Ethernet LAN (10BASE-T and 100BASE-TX connections)

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