
Printer Management Utility Scanner Mode for Fiery X3e 31C-M

User Manual

Welcome

This manual describes the application and the operations of Printer Management Utility, which is built into the Fiery X3e 31C-M (printer controller), and the scanner mode.

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Chapter 1

Using Printer Management Utility

1.1 System Requirements

Printer Management Utility for Fiery X3e 31C-M is a device control utility program provided by the HTTP server built into the Fiery X3e 31C-M (printer controller). This utility can be used with a Web browser as an interface for remotely controlling Fiery X3e 31C-M.

1.1 System Requirements

The following items are required to use this utility.

Computer

- Software

| Operating System | Web Browser |
|-------------------|--|
| Windows 98/NT 4.0 | Internet Explorer 4 or higher, Netscape Navigator 4 or higher |
| Windows Me | Internet Explorer 5.5 or higher, Netscape Navigator 4 or higher |
| Windows 2000 | Internet Explorer 5 or higher, Netscape Navigator 4 or higher |
| Windows XP | Internet Explorer 6 or higher, Netscape Navigator 4 or higher |
| MacOS 9.x | Internet Explorer 4.5 or higher Netscape Navigator 4 or higher |
| MacOS X | Internet Explorer 5.1 or higher Netscape Navigator 4 or higher |

- Ethernet
- TCP/IP protocol

Digital Copier

Fiery X3e 31C-M printer controller

1.2 Access

Printer Management Utility can be accessed directly from a Web browser.

1. Start the Web browser.
2. In the Address bar, enter the IP address of the printer controller as shown below. Then, press [Enter].

`http://<IP address of the printer controller>/`

(Example) When the IP address of the printer controller is 192.168.0.10:

`http://192.168.0.10/`

3. The Printer Management Utility screen appears.

1.2.1 Operation

Printer Management Utility operation is identical to that for Internet Web pages. You can click a link on the Web page to jump to the link destination or click the [Back] or [Forward] button to display the previous or next page.

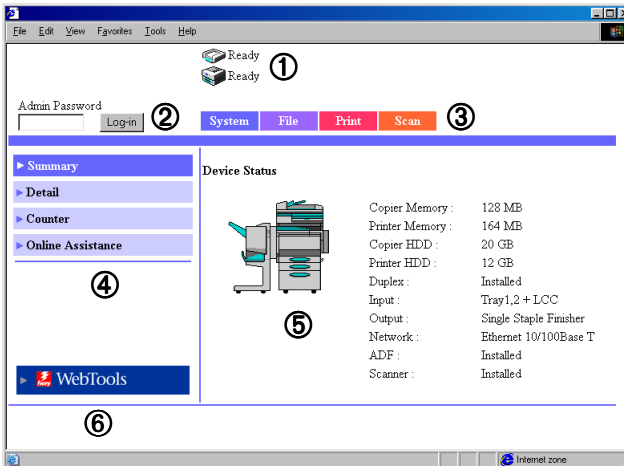
1.3 Screen Configuration

The screen shown below is called the User Mode screen; all users can view this screen. By entering an appropriate password in the “Admin Password” box on the User Mode screen, you can enter the Administrator Mode screen. (See p. 1-6.)

The configuration of the Printer Management Utility screen is shown below.

Note

- Screen images shown in this manual may differ slightly from actual ones. In addition, specifications are subject to change without prior notice.
- If you wish to change the display language of Printer Management Utility, log into the Administrator Mode, and change the setting using the “Preference” menu.



① Status Display

The current status of the Digital Copier and the printer controller is indicated by icons and text. The message “Ready” appears when the Digital Copier and the printer controller are operating normally.

② Admin Password

Logs in using the Administrator Mode. (For details on the login procedure in the Administrator Mode, see “Logging in Using the Administrator Mode” on page 1-6.)

③ Tabs

Selects the category of items to be displayed.

- System
- File
- Print
- Scan
- Network (Administrator Mode only)

For details on each tab, see the following sections.

④ Menus

Selects the information or setup item to be displayed. The menus that appear vary depending on the tab selection.

For details on each menu, see the following sections.

⑤ Information and Setting Details

Displays the details of the selected menu.

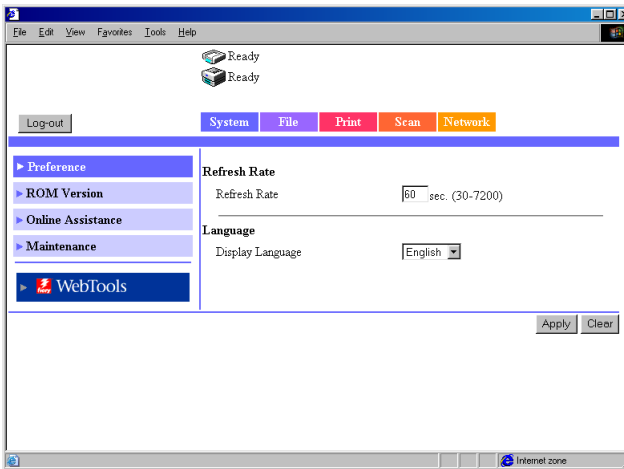
⑥ WebTools

Moves to the Fiery WebTools screen.

1.3.1 Logging in Using the Administrator Mode

By logging into Printer Management Utility in the Administrator Mode, you can configure or confirm the printer controller system.

1. Enter the administrator password into the “Admin Password” box at the upper left corner of the screen.
2. Click [Log-in] to log in using the Administrator Mode.



3. To log out, click [Log-out].

Note

- For the password, use the same password as the administrator password for the Digital Copier. For details, consult your copier administrator.

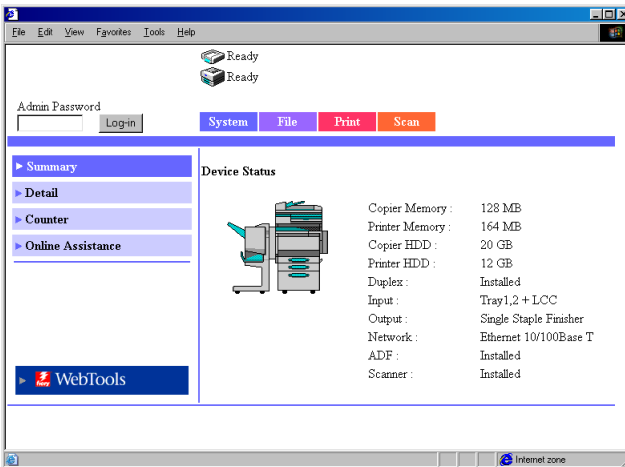
1.4 User Mode

1.4.1 System Tab

On the [System] tab, information concerning the system configuration of the Digital Copier and settings are displayed.

Summary

This screen is the initial screen that appears when you access <http://<IP address of the remote controller>/> with your Web browser. You can also display the Summary screen by clicking the [Summary] menu on the [System] tab. The Summary screen shows the current Digital Copier system configuration and status.



Device Status: Shows the configuration of options installed on the Digital Copier using graphics.

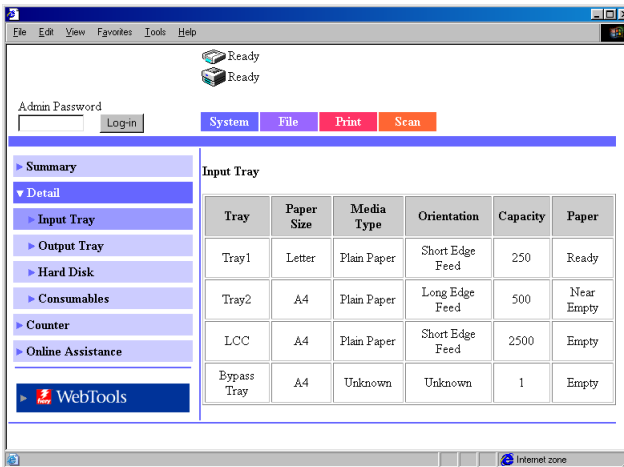
Installation Status of Options:
Shows the overview of the system configuration of the Digital Copier.

Detail

This screen appears when you click the [Detail] menu on the [System] tab. Clicking a sub-menu under the [Detail] menu displays information about the applicable unit.

Input Tray

This screen appears when you click the [Input Tray] sub-menu under the [Detail] menu. It shows the configuration of all the paper feed trays installed on the Digital Copier.



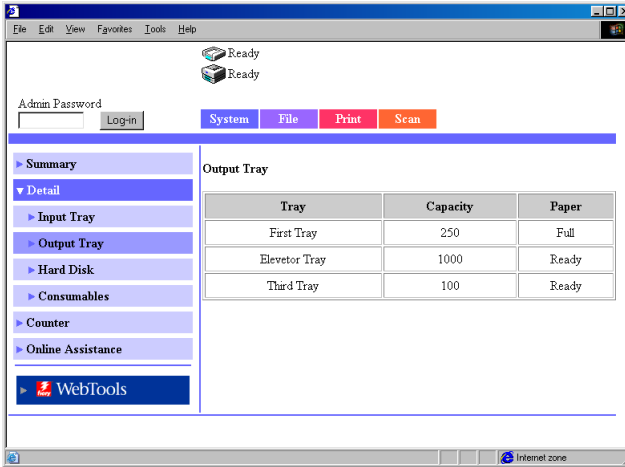
Tray: Tray name
Tray1, Tray2, Tray3, Tray4, LCC, Bypass Tray

Paper Size: Size of paper loaded in the tray
(Standard paper size for Europe)
A3, A4, A5, A6, B4, B5, B6, FLS1 (foolscap), FLS2 (folio), FLS3 (G-Legal), FLS4, 11 × 17, 11 × 14, Legal, Letter, Executive, 5.5 × 8.5, A3Wide, A3Wide+, Envelope C10, Envelope C5, Envelope DL, Envelope Monarch

| | |
|--------------|--|
| | <p><i>(Standard paper size for U.S.A.)</i> A3, A4, A5, A6, <i>FLS1 (foolscap), FLS2 (folio), FLS3 (G-Legal), FLS4, 11 × 17, 11 × 14, Legal, Letter, Executive, 5.5 × 8.5, 12.25 × 18, 12 × 18, 4 × 6, Envelope C10, Envelope C5, Envelope DL, Envelope Monarch</i></p> <p><i>(Non-standard paper size)</i> <i>(CD) × (FD) mm, (CD) × (FD) inch</i></p> |
| Media Type: | <p>Type of media loaded in the tray <i>Plain Paper, Thick 1, Thick 2, Thick 3, Envelope, OHP, 2nd side Plain Paper, Thick 1 2nd-Side, Thick 2 2nd-Side, Thick 3 2nd-Side</i></p> <p>In addition, if the sheet properties are specified, the paper quality type is shown. <i>Not 2nd side Plain, Recycled Plain, Exclusive</i></p> |
| Orientation: | <p>Orientation of paper loaded in the tray <i>Long Edge Feed, Short Edge Feed</i></p> |
| Capacity: | <p>Maximum number of sheets that can be loaded in the tray</p> |
| Paper: | <p>Amount of paper remaining in the tray</p> |

Output Tray

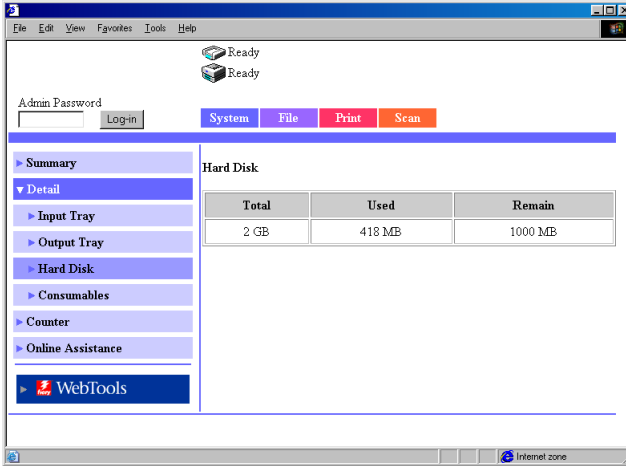
This screen appears when you click the [Output Tray] sub-menu under the [Detail] menu. It shows the configuration of all the output trays installed on the Digital Copier.



- Tray: Option tray name
 (When Staple Finisher is installed)
 First Tray, Elevator Tray, Third Tray
 (When Saddle Finisher is installed)
 Elevator Tray, Saddle Tray
- Capacity: Maximum number of A4/Letter-size sheets the tray can hold
- Paper: Tray status

Hard Disk

This screen appears when you click the [Hard Disk] sub-menu under the [Detail] menu. It shows the status of the hard disk installed on the Digital Copier.



Total: Size of the installed hard disk
Used: Amount of hard disk space used by the system
Remain: Amount of free hard disk space

Consumables

This screen appears when you click the [Consumables] sub-menu under the [Detail] menu. It shows the current status of consumables of the Digital Copier and the option units.



Toner Cartridge (C, M, Y, Bk):

Toner cartridge information for each color
Ready, Near Empty, Empty

Imaging Unit (C, M, Y, Bk):

Imaging unit information for each color
Ready, Near Life Limit, Life Limit

Waste Toner Bottle:

Waste toner bottle information
Ready, Near Full, Full

Fuser Unit:

Fuser unit information
Ready, Near Life Limit, Life Limit

Imaging Transfer Belt Unit:

Imaging transfer belt unit information

*Ready, Near Life Limit, Life Limit***Transfer Cleaner Unit:**

Transfer cleaner unit information

*Ready, Near Life Limit, Life Limit***Transfer Roller:**

Transfer roller unit information

*Ready, Near Life Limit, Life Limit***Paper Dust Remover:**

Paper dust remover information

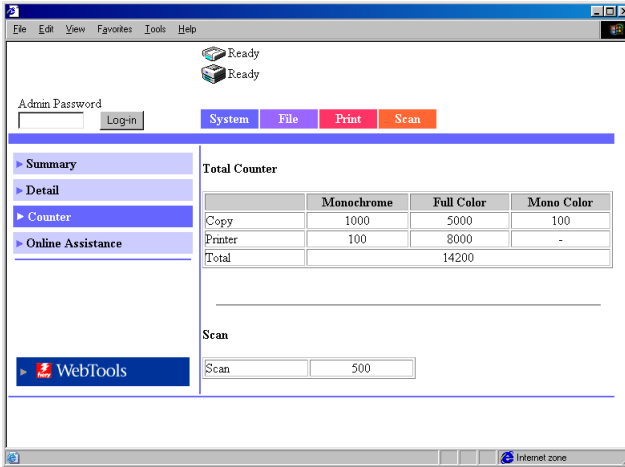
*Ready, Near Life Limit, Life Limit***Ozone Filter:** Ozone filter information*Ready, Near Life Limit, Life Limit***Staple Cartridge:**

Staple unit information

*Ready, Empty***Dust Box:** Dust box (box for punch scraps) information*Ready, Full*

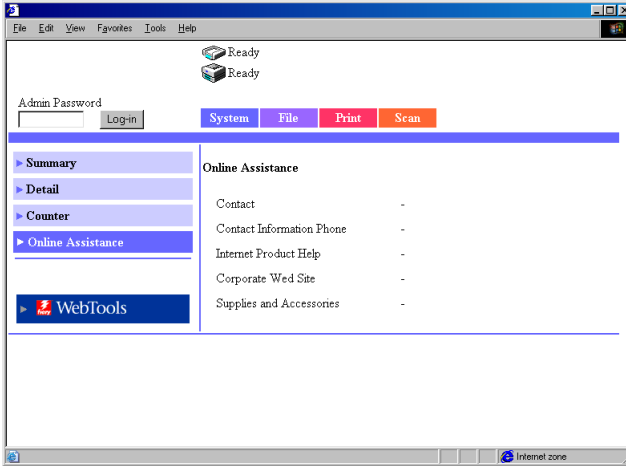
Counter

This screen appears when you click the [Counter] menu on the [System] tab. It shows various counter values that the Digital Copier manages.



Online Assistance

This screen appears when you click the [Online Assistance] menu on the [System] tab. It shows information concerning product support. The information can be edited in the Administrator Mode. (See p. 1-35.)



Contact: Support contact for the product (Blank by default)

Contact Information Phone:
Phone number of the support contact for the product
(Blank by default)

Internet Product Help:
The URL of the product information Web site.
Click the URL to jump to the specified Web site.

Corporate Web Site:
The URL of the manufacturer Web site.
Click the URL to jump to the specified Web site.

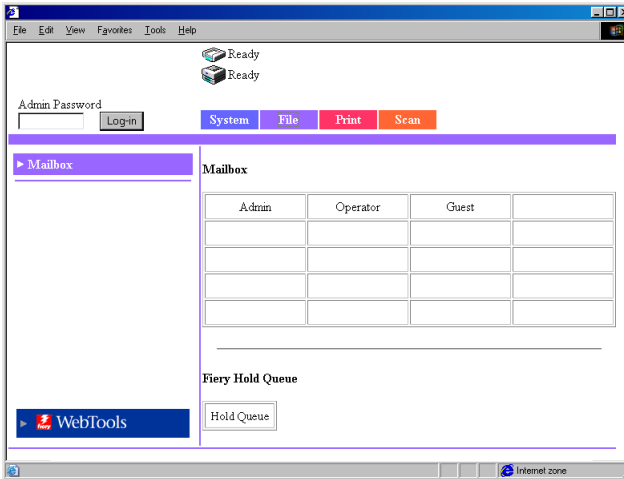
Supplies and Accessories:
Information about the contact for ordering consumables
(Blank by default)

1.4.2 File Tab

The [File] tab is used to manage the mailboxes in the hard disk.

Mailbox

This screen appears when you click the [Mailbox] menu on the [File] tab. It shows a list of mailboxes in the hard disk.



Mailbox: Click the index to show a list of files in the mailbox.

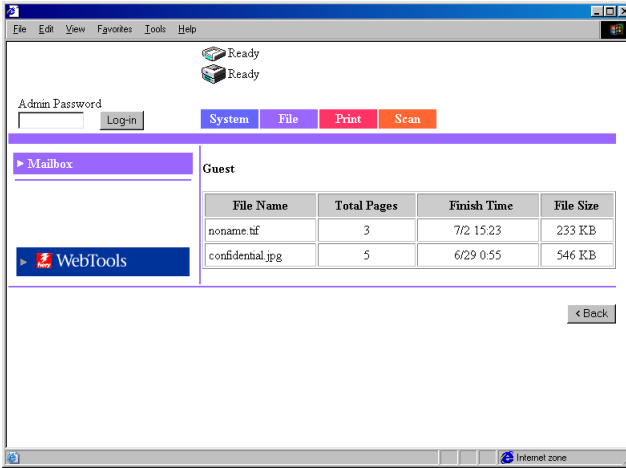
Hold Queue button:

Shows the Fiery Hold Queue index. Click the button to show a list of files in the Hold Queue.

Note

- Mailboxes are created in the Administrator Mode. A password is assigned when a mailbox is created. For details on the password, check with your administrator.

Information on the File List Screen



File Name: Name of the file stored in the mailbox.

Total Pages: Total number of pages of the file

Finish Time: Date/Time when the file was stored in the mailbox.

File Size: File size (KB)

[< Back] button: Shows the previous page

1.4.3 Print Tab

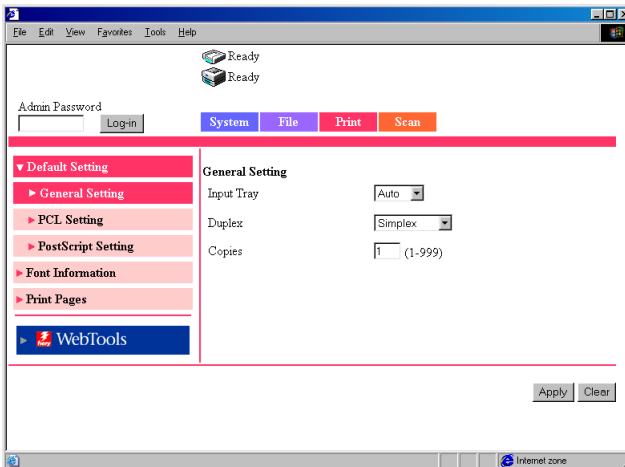
The [Print] tab is used to configure the printer controller.

Default Setting

This screen appears when you click the [Default Setting] menu on the [Print] tab. Clicking a sub-menu under the [Default Setting] menu displays various setup screens for the printer.

General Setting

This screen appears when you click the [General Setting] sub-menu under the [Default Setting] menu. The screen is used to specify the default settings of the paper feed tray, duplex printing, and the number of copies.



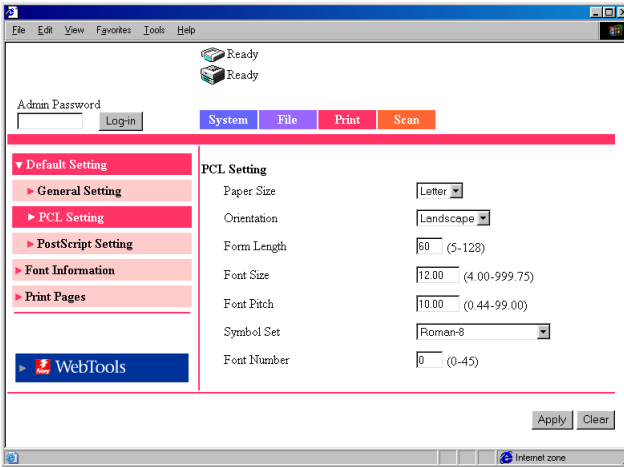
Input Tray: From the drop-down list, select the default paper feed tray. If the device receives a print job that does not specify the paper feed tray, the default paper feed tray is used.

Settings Auto, Tray1, Tray2, Tray3, Tray4, or LCC

-
- Duplex:** From the drop-down list, select whether to perform duplex printing by default. If you select duplex printing, select whether to use long edge binding or short edge binding. If the device receives a print job that does not specify the duplex setting, the default duplex setting is used.
- Settings** Simplex, Left Binding, or Top Binding
- Copies:** Enter the default number of copies. If the device receives a print job that does not specify the number of copies, the default number of copies is used.
- Settings** 1 to 999
- [Apply] button:** Click the button to apply the new settings.
- [Clear] button:** Click the button to clear the settings that were entered or selected.
-

PCL Setting

This screen appears when you click the [PCL Setting] sub-menu under the [Default Setting] menu. The screen is used to set default values for various PCL settings. If the page description language that the printer controller received is PCL, the settings of the job have precedence.



Paper Size: From the drop-down list, select the default paper size.

Settings Letter, A4

Orientation: From the drop-down list, select the default orientation of the paper.

Settings Portrait or Landscape

Form Length: Enter the number of lines per page.

Settings 5 to 128

Font Size: Enter the default proportional font size (points).

Settings 4.00 to 999.75 (0.25 steps)

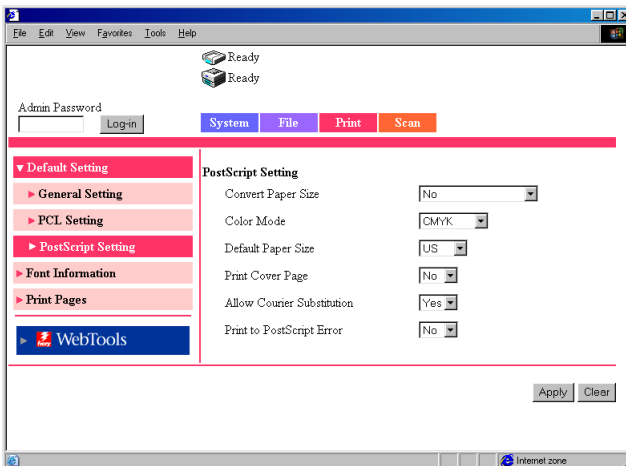
Font Pitch: Enter the number of characters per inch in the horizontal direction when printing fixed pitch font.

Settings 0.44 to 99.00 (0.01 steps)

-
- Symbol Set:** Select the symbol set used by the font. If a symbol set that cannot be used currently is selected, the default symbol set is used in its place.
- Font Number:** Enter the font number.
- [Apply] button:** Click the button to apply the new settings.
- [Clear] button:** Click the button to clear the settings that were entered or selected.

PostScript Setting

This screen appears when you click the [PostScript] Setting sub-menu under the [Default Setting] menu. The screen is used to set default values for various PostScript settings. If the page description language that the printer controller received is PostScript, the settings of the job have precedence.



Convert Paper Size:

Select the setting for automatically converting between paper sizes using the inch system and those using the metric system.

Settings No, Letter/11 × 17 to A4/A3, or A4/A3 to Letter/11 × 17

Color Mode: Select the default color mode.

Settings CMYK or Grayscale

Default Paper Size:

Select the default paper size system.

Settings US or Metric

Print Cover Page:

Select whether to print a cover page by default.

Settings No or Yes

Allow Courier Substitution:

Select whether to automatically substitute Courier font by default when the controller receives unsupported font or unknown font.

Settings No or Yes

(If you select “No”, unsupported fonts are not printed.)

Print to PostScript Error:

Select whether to print error information by default when a PostScript error occurs.

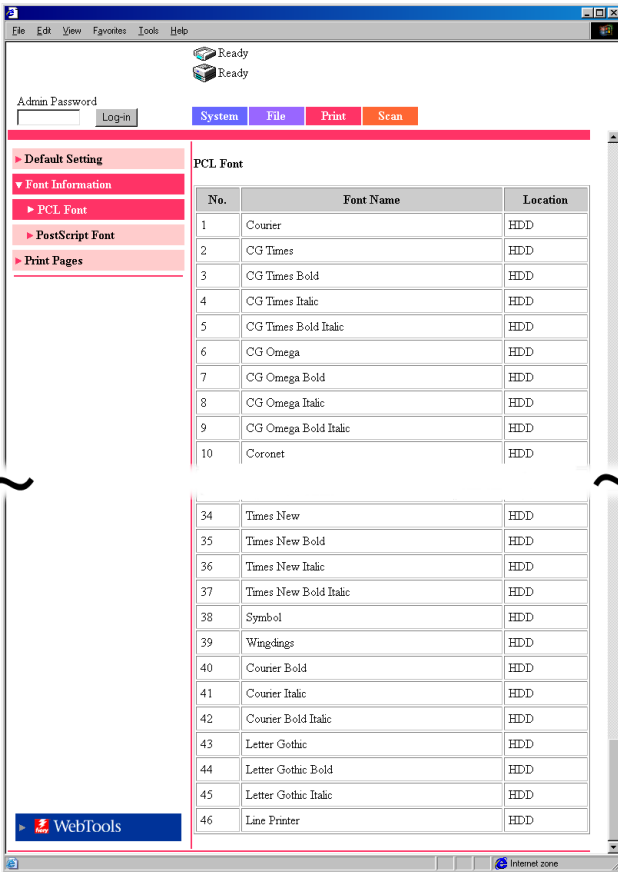
Settings No or Yes

Font Information

This screen appears when you click the [Font Information] menu on the [Print] tab. It shows a list of PCL fonts and PostScript fonts that are built into the printer controller.

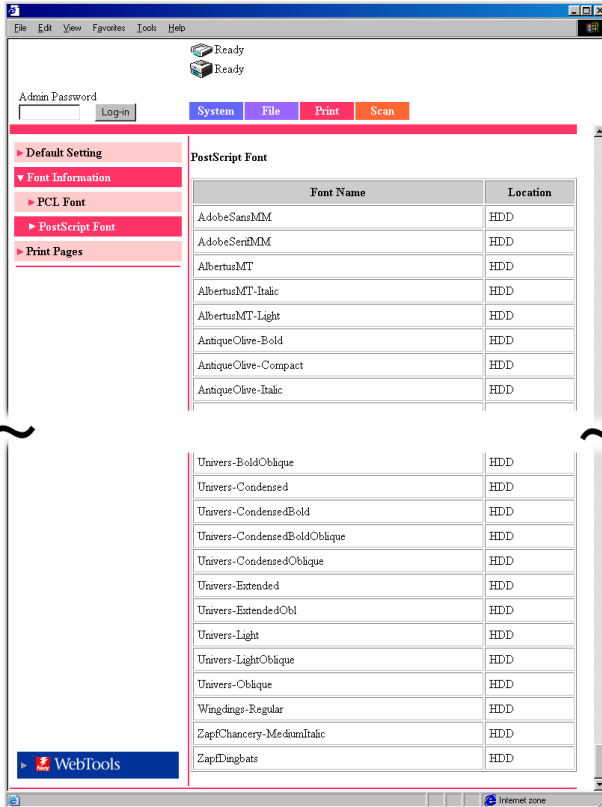
PCL Font

This screen appears when you click the [PCL Font] sub-menu under the [Font Information] menu. It shows a list of PCL fonts that are built into the printer controller.



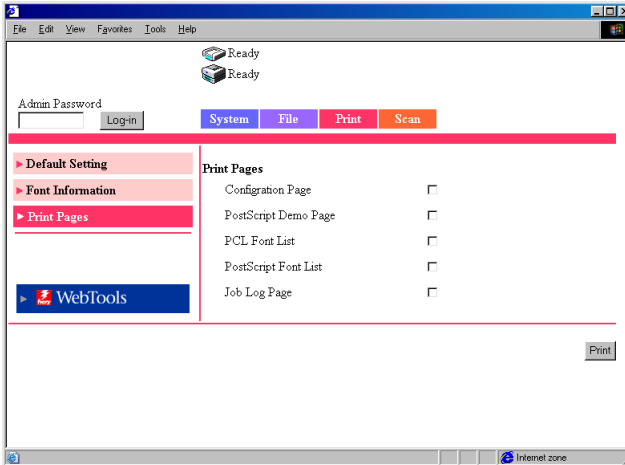
PostScript Font

This screen appears when you click the [PostScript Font] sub-menu under the [Font Information] menu. It shows a list of PostScript fonts that are built into the printer controller.



Print Pages

This screen appears when you click the [Print Pages] menu on the [Print] tab. The screen is used to select the test page to be printed and execute the printing.



Configuration Page:

Select the check box when printing the configuration page of the printer controller.

PostScript Demo Page:

Select the check box when printing a PostScript demo page.

PCL Font List: Select the check box when printing the PCL font list.

PostScript Font List:

Select the check box when printing a PostScript font list.

Job Log Page: Select the check box when printing the job log list.

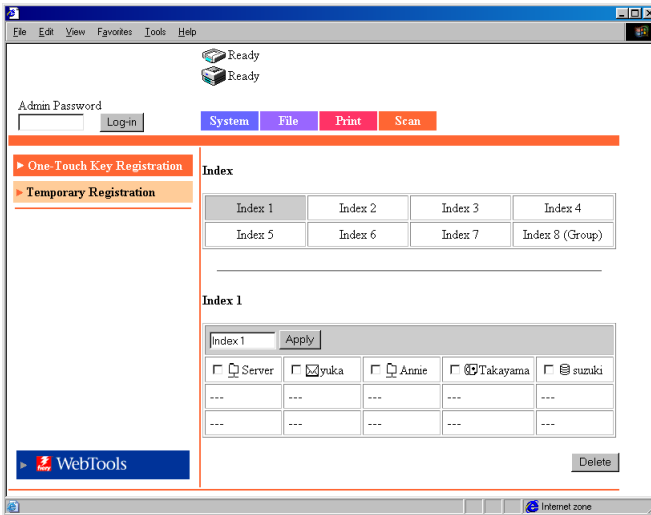
[Print] button: Click the button to execute the test print.

1.4.4 Scan Tab

The [Scan] tab is used to configure the scanner mode. (For details on the scanner mode, see chapter 2, “Using the Scanner Mode”.)

One-Touch Key Registration

This screen appears when you click the [One-Touch Key Registration] menu on the [Scan] tab. You can use this screen to register the transmission destination of the scanned data beforehand.



Index: Click a preset index name. The destination names that are registered in the selected index are displayed at the lower section of the screen (one-touch list).

Index Name: Preset index names are shown in the one-touch list at the lower section of the screen. You can change the index name here.
(Enter up to 10 characters.)

Transmission Method:

The transmission method for the registered destination names is shown using icons.



: Scan to E-mail icon



: Scan to FTP Server icon



: Scan to Mailbox icon



: Internet FAX icon

[Apply] button: Click the button to register the index name that you entered.

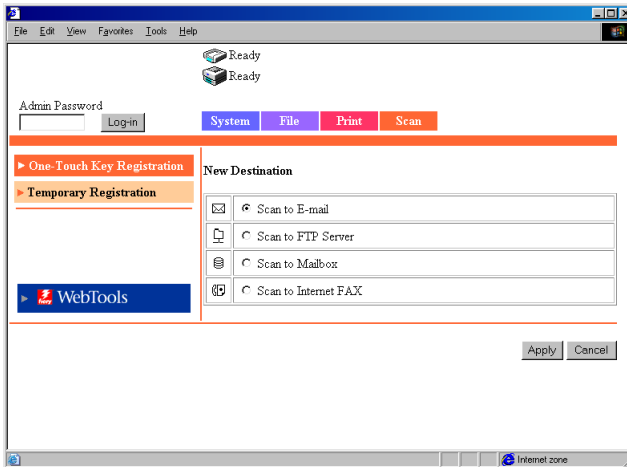
[Delete] button: Select the check boxes at the left of the destination names and click this button to clear the selected destination names from the index.

Note

- The group registration of destination names for Scan to E-mail and Internet FAX is valid only on [Index 8].

Registering a New Destination

Click an unregistered box (---) in the one-touch list at the lower section of the screen to display a registration screen for a new destination.



Click the transmission method for the recipient.

- Scan to E-mail (☞ p. 2-33, p. 2-37)
- Scan to FTP Server (☞ p. 2-34)
- Scan to Mailbox (☞ p. 2-35)
- Scan to Internet FAX (☞ p. 2-36, p. 2-37)

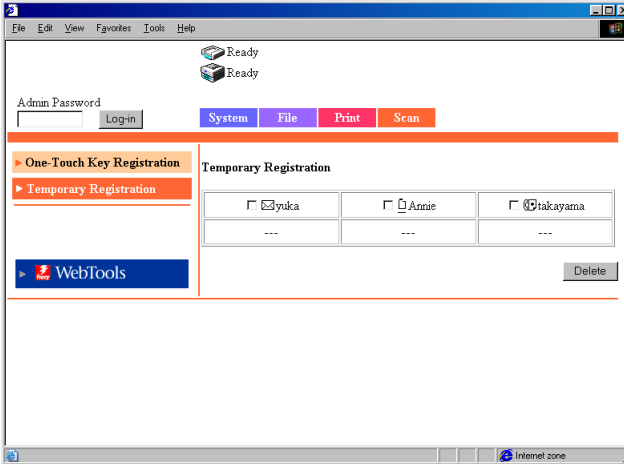
Click the [Cancel] button to return to the previous screen.

Changing the Setting of a Registered Destination

Click the destination name you wish to change from the one-touch list at the lower section of the screen to display a screen used to register or change the recipient information.

Temporary Registration

This screen appears when you click the [Temporary Registration] menu on the [Scan] tab. You can use this screen to register the transmission destination and settings for the scan data used only for a single job.



Temporary Registration Name:

Click a preset name to display a setup confirmation screen.

Transmission Method:

The transmission method of the registered destination names is shown using icons.



: Scan to E-mail icon

: Scan to FTP Server icon

: Scan to Mailbox icon

: Internet FAX icon

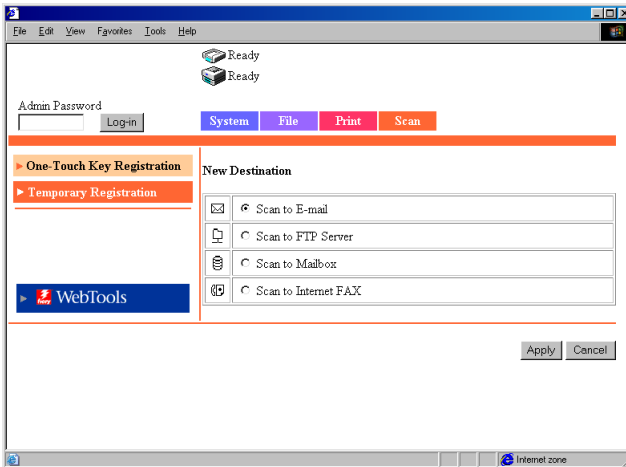
[Delete] button: Select the check boxes at the left of the names and click this button to clear the selected temporary registration names.

Note

- The temporary registration is cleared when the job is executed.

Registering a New Setting

Clicking an unregistered box (---) on the Temporary Registration screen display a new registration screen.



Click the transmission method.

- Scan to E-mail (☞ p. 2-39)
- Scan to FTP Server (☞ p. 2-41)
- Scan to Mailbox (☞ p. 2-41)
- Scan to Internet FAX (☞ p. 2-42)

Click the [Cancel] button to return to the previous screen.

Confirming the Setting of a Registered Destination Name

Click a name from the Temporary Registration screen to display a setup confirmation screen.

[< Back] button: Click the button to change the settings to the entered or selected values and return to the previous screen.

1.5 Administration Mode

By logging into Printer Management Utility in the Administrator Mode, you can configure or confirm the printer controller system.

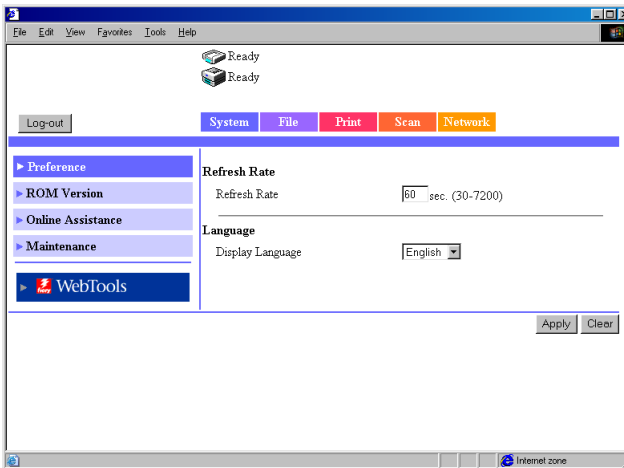
For details on the login procedure in the Administrator Mode, see “Logging in Using the Administrator Mode” on page 1-6.

1.5.1 System Tab

On the [System] tab, information concerning the system configuration of the Digital Copier and settings are displayed.

Preference

This screen appears when you click the [Preference] menu on the [System] tab. The screen is used to specify settings concerning the screen display.



Refresh Rate: Sets the refresh rate of Printer Management Utility.
Settings 30 to 7200 sec.

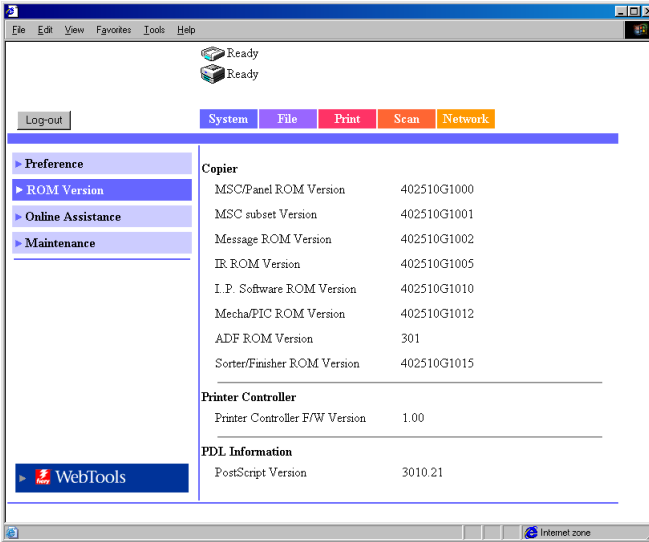
Display Language:
 Sets the display language of Printer Management Utility.

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered or selected.

ROM Version

This screen appears when you click the [ROM Version] menu on the [System] tab. It shows the ROM version of the copier, the firmware version of the controller, and other information.



Copier

MSC/Panel ROM Version
 MSC subset Version
 Message ROM Version
 IR ROM Version
 I..P. Software ROM Version
 Mecha/PIC ROM Version
 ADF ROM Version
 Sorter/Finisher ROM Version

Printer Controller

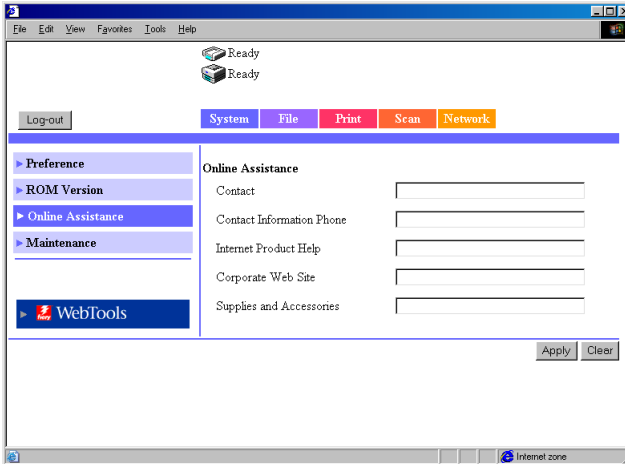
Printer Controller F/W Version

PDL Information

PostScript Version

Online Assistance

This screen appears when you click the [Online Assistance] menu on the [System] tab. You can use the screen to enter information concerning product support.



Contact: Enter the support contact for the product.

Contact Information Phone:
Enter the phone number of the support contact for the product.

Internet Product Help:
The URL of the product information Web site. (Can be changed.)

Corporate Web Site:
The URL of the manufacturer Web site. (Can be changed.)

Supplies and Accessories:
Enter the contact for ordering consumables.

[Apply] button: Click the button to apply the new settings.

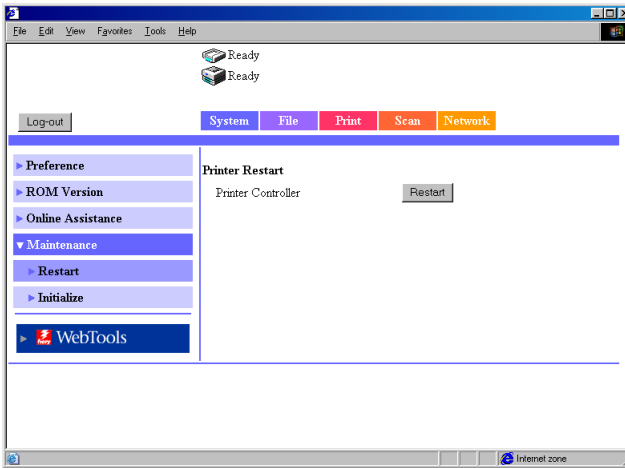
[Clear] button: Click the button to clear the settings that were entered or selected.

Maintenance

This screen appears when you click the [Maintenance] menu on the [System] tab. You can use the screen to restart the printer controller or initialize the settings (reset to factory default settings).

Restart

This screen appears when you click the [Restart] sub-menu under the [Maintenance] menu. You can use the screen to restart the printer controller.

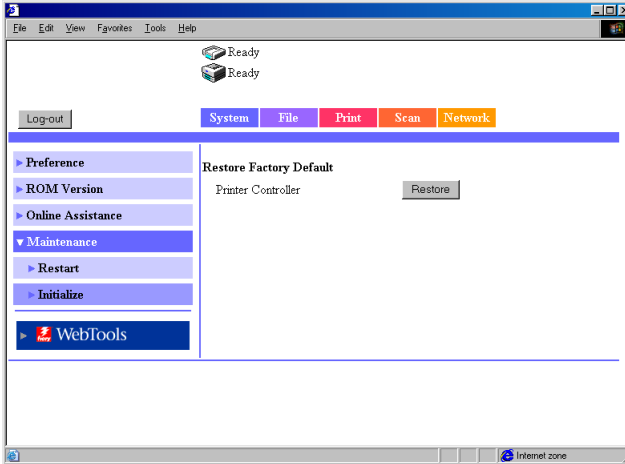


Printer Controller/[Restart] button:

Restarts the printer controller. Click the [Restart] button to show a screen used to confirm whether to execute the restart operation. Click the [Yes] button on the confirmation screen to restart the printer controller.

Initialize

This screen appears when you click the [Initialize] sub-menu under the [Maintenance] menu. You can use the screen to initialize the printer controller settings (reset to factory default settings).



Printer Controller/[Restore] button:

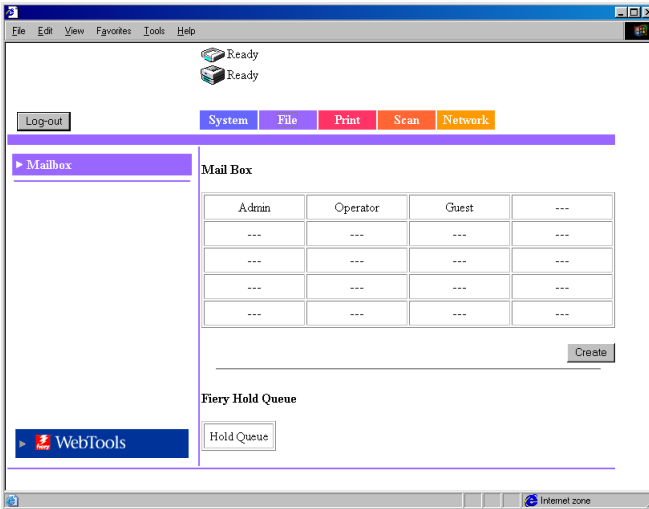
Resets the printer controller settings to factory default. Click the [Restore] button to show a screen used to confirm whether to execute the initialization. Click the [Yes] button on the confirmation screen to reset the printer controller settings to factory default.

1.5.2 File Tab

The [File] tab is used to manage the mailboxes in the hard disk.

Mailbox

This screen appears when you click the [Mailbox] menu on the [File] tab. It shows a list of mailboxes in the hard disk.



Note

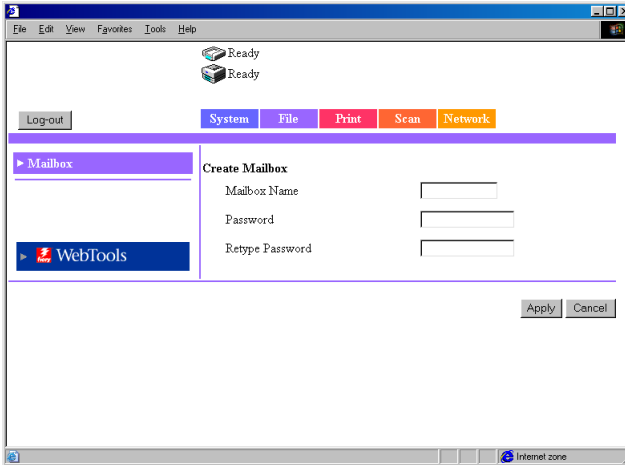
- The operation is similar to that of the mailboxes of the User Mode. See “Mailbox” on page 1-16.

[Create] button: Click the button to display a screen used to create a new mailbox.

Creating a Mailbox

Click the [Create] button on the mailbox list screen to show a screen used to create a mailbox.

Up to 20 mailboxes can be created.



Mailbox Name: Enter the mailbox name.
(Enter up to 12 characters.)

Password: Enter the password. You can also select not to use a password.
(Enter up to 40 characters.)

Retype Password:
Reenter the string that you entered in the “Password” box.

[Apply] button: Click the button to apply the new settings.

[Cancel] button: Click the button to clear the settings that were entered or selected.

1.5 Administration Mode

Deleting a Mailbox

To delete a mailbox, select the mailbox you wish to delete from the mailbox list and open the file list in the mailbox. (Enter the password as necessary.) Click the [Delete Mailbox] button at the lower right corner of the file list screen to delete the mailbox and return to the mailbox list screen.

Note

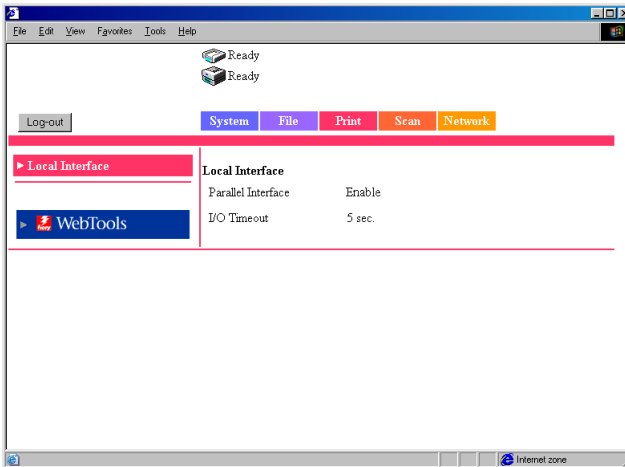
- When deleting a mailbox, also delete the one-touch key registration with the destination set to that mailbox. (The one-touch key registration is not automatically deleted.) (See p. 1-27.)

1.5.3 Print Tab

The [Print] tab is used to configure the printer controller.

Local Interface

This screen appears when you click the [Local Interface] menu on the [Print] tab. The screen is used to show or set information concerning the local port.



Parallel Interface:

Bidirectional communications setting

I/O Timeout:

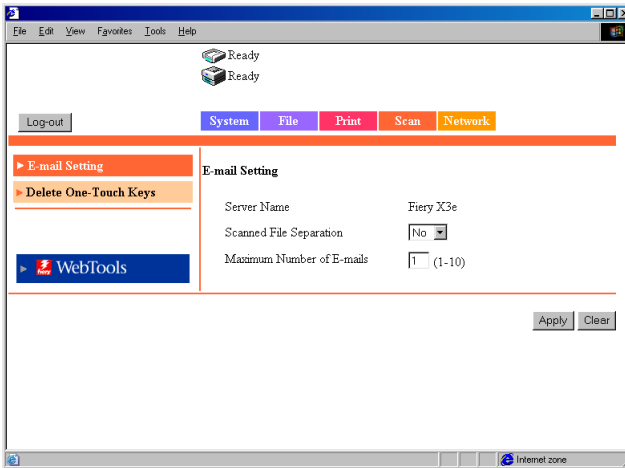
Enter the wait time (second(s)) that is used to determine the completion of the job after the data received through the parallel port stops.

1.5.4 Scan Tab

The [Scan] tab is used to enter and confirm settings concerning mail transmission and delete all one-touch keys.

Scan Setting

This screen appears when you click the [Scan Setting] menu on the [Scan] tab. The screen is used to enter and confirm settings concerning mail transmission.



Server Name: Device name

The “server name” is added to the front of the name of the image file created by the scan function.

(See p. 2-44.)

Scanned File Separation:

Sets whether to divide the scan data by pages when the data exceeds the maximum size.

Settings No or Yes

Maximum Number of E-mails:

Specify the maximum number of separations that is allowed when the scan data is segmented for transmission.

(See p. 2-17.)

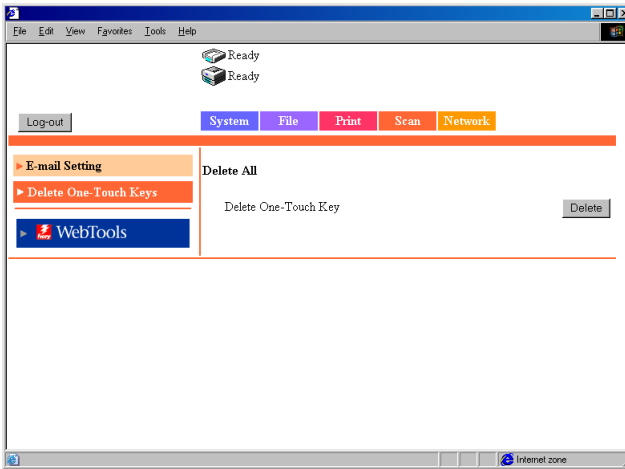
Settings 1 to 10

[Apply] button: Click the button to apply the new settings.

[Clear] button: Click the button to clear the settings that were entered or selected.

Delete One-Touch Keys

This screen appears when you click the [Delete One-Touch Keys] menu on the [Scan] tab. The screen is used to delete settings registered to the one-touch keys.



Delete One-Touch Key/[Delete] button:

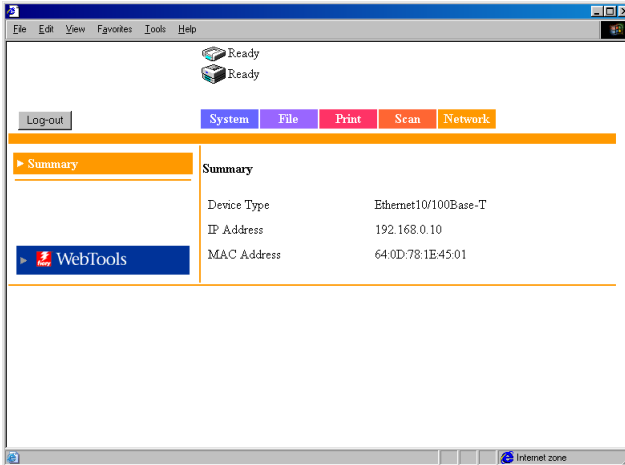
Click the button to delete all settings registered to the one-touch keys.

1.5.5 Network Tab

The [Network] tab shows settings concerning the Fiery X3e 31C-M network.

Summary

This screen appears when you click the [Summary] menu on the [Network] tab. It shows a summary of the printer controller interface (TCP/IP settings).



Device Type: Interface type

IP Address: IP address of the printer controller

MAC Address: MAC address of the printer controller

Chapter 2

Using the Scanner Mode

2.1 Overview

The following types of scanner modes are available on the Digital Copier. Use the appropriate type that matches your network environment and application.

- Scan to E-mail:
Sends scanned data as an attachment to an e-mail (☞ p. 2-3)
- Scan to FTP Server:
Sends scanned data to an FTP server (☞ p. 2-4)
- Scan to Mailbox:
Sends scanned data to the controller HDD (☞ p. 2-5)
- Internet FAX:
Attaches the scanned data to an e-mail and sends it to a device that supports Internet FAX (☞ p. 2-6)

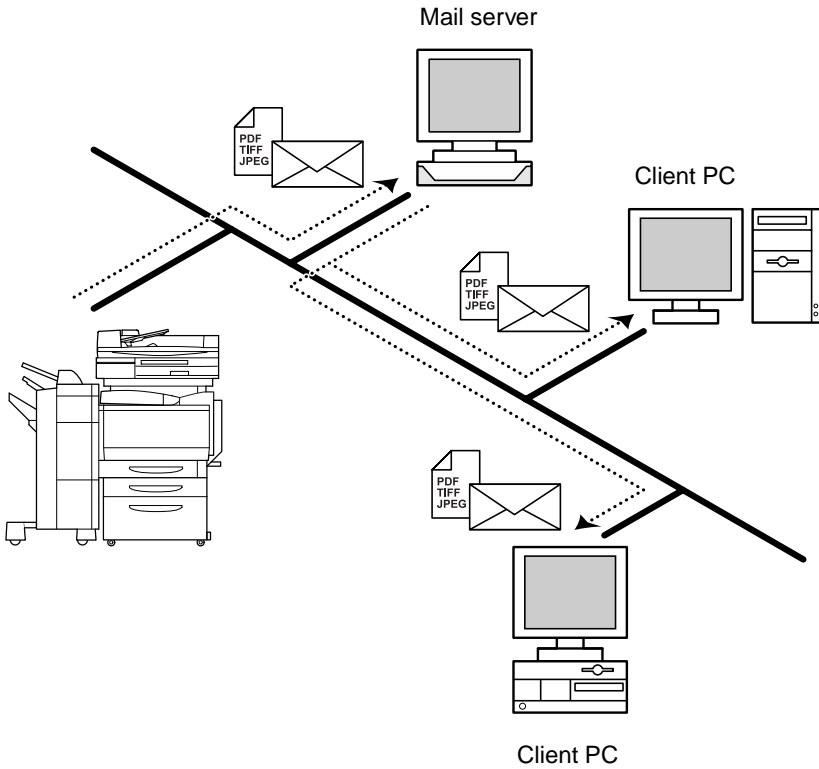
* Scanned data: Image data scanned using the Digital Copier.

Note

- This manual does not cover the operating procedures of Fiery Remote Scan 5. For details, see the manual that came with the controller.

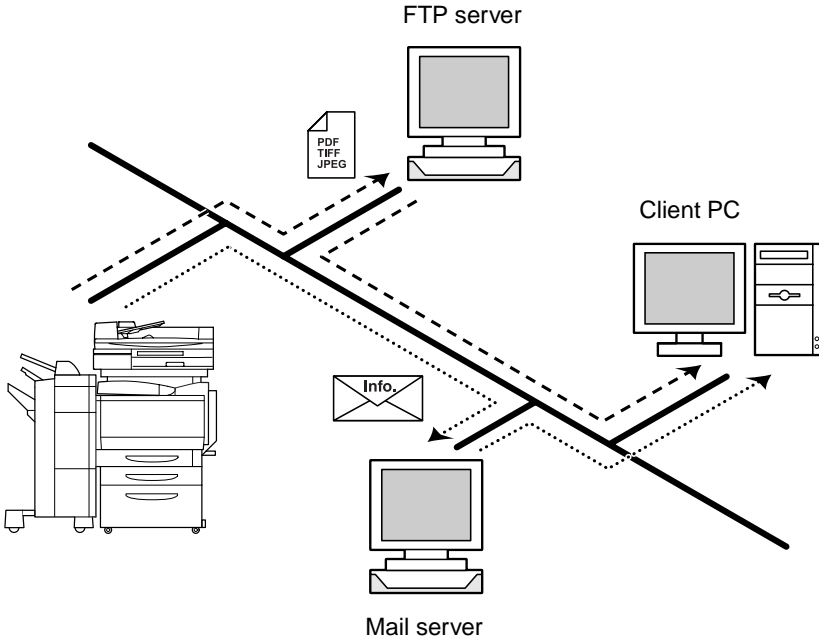
2.1.1 Scan to E-mail

- Sends the scanned image data as an attachment file to an e-mail.
- Suitable for sending low-resolution data.
- Requires a network environment with a mail server.



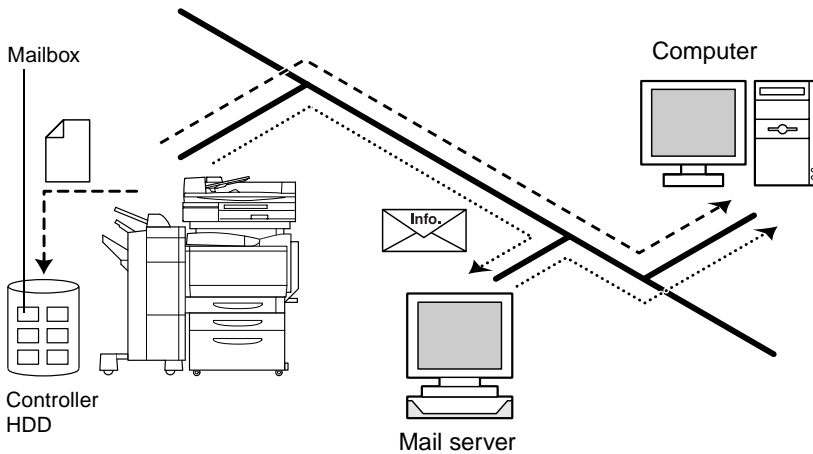
2.1.2 Scan to FTP Server

- Sends the scanned image data to a specified folder on the FTP server.
- Suitable for sending high-resolution data.
- Requires a network environment with an FTP server.
- Allows you to select whether to send information indicating the storage location of the image data by e-mail using the e-mail notification function (see p. 2-16). (A mail server is required for using the e-mail notification function.)
- Possible to access FTP servers on the Internet via a proxy server. (A proxy server is required.)



2.1.3 Scan to Mailbox

- Sends the scanned image data to a specified folder (Mailbox) on the controller HDD.
- Suitable for sending high-resolution data.
- Allows you to select whether to send information indicating the storage location of the image data by e-mail using the e-mail notification function (see p. 2-16). (A mail server is required for using the e-mail notification function.)



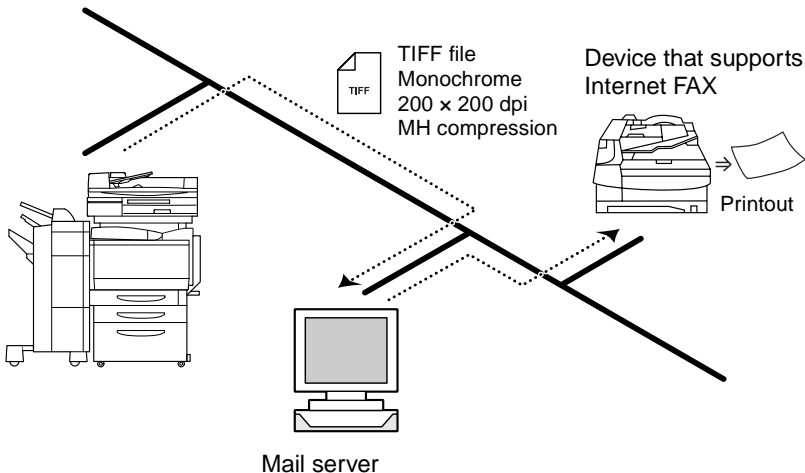
2.1.4 Internet FAX

Transmission

- Attaches the scanned image data to an e-mail and sends it to a device that supports Internet FAX.
- The image data is sent in the following format: TIFF, 200 × 200 dpi, monochrome, A4/Letter size, with MH compression.

Note

- When sending document data using Internet FAX, you must check whether the receiving side is capable of receiving Internet FAX in advance.
- If a document larger than A4/Letter size is scanned, the document is automatically compressed and transmitted as A4/Letter size.

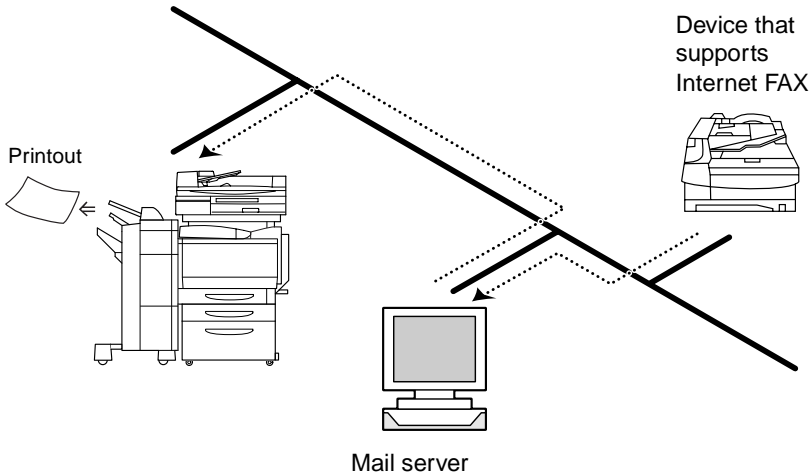


Reception

- Receives e-mails sent from a device that supports Internet FAX and prints out the data.
- The following image data can be received.
TIFF format, 200 × 200 dpi/200 × 100 dpi, monochrome, A4/Letter size, and MH/MR/MMR compression.

Note

- If a document larger than A4/Letter size is received, the document is automatically compressed and printed as A4/Letter size.



2.1.5 Environment Required for Sending Image Data

The following environment is required to send image data (send and receive for Internet FAX) using the scan function.

Note

- All scan functions can only be used under a TCP/IP network environment.

| | Environment Required to Transfer Image Data | Environment Required to Receive Image Data | Other Limitations |
|---------------------------|---|--|---|
| E-mail | Mail server | Mail client computer | An upper limit file size may be specified on the mail server. |
| FTP | FTP server | FTP client computer | |
| Mailbox | None*1 | Web browser | |
| Internet FAX transmission | Mail server | — | An upper limit file size may be specified on the mail server. |
| Internet FAX reception | — | Mail server | |

*1: Since the image data is transferred directly to the mailbox in the controller HDD, servers such as the mail server are not needed.

2.2 Controller Setup Items

The following settings must be made on the controller side to use the scan function.

2.2.1 Network Protocol Settings

Network communications using the TCP/IP protocol must be possible. Use the [Setup Mode] on the controller operation panel to enter the settings. For details on the setup items and procedure, see the Controller User Manual.

2.2.2 Scan Settings

Use the “Administration Mode” of Printer Management Utility and the [Setup Mode] on the controller operation panel to enter the settings. For details on Printer Management Utility, see chapter 1, “Using Printer Management Utility”.

| Printer Management Utility | Scan to E-mail | Scan to FTP | Scan to Mailbox | Internet FAX |
|---------------------------------|----------------|-------------|-----------------|--------------|
| Administration Mode: [Scan] tab | | | | |
| Server Name | ○* | ○* | ○* | ○* |
| Scanned File Separation | ○ | — | — | — |
| Maximum Number of E-mails | ○ | — | — | — |

○: required, —: Not required

*: Check the settings.

2.2 Controller Setup Items

| Controller Operation Panel | Scan to E-mail | Scan to FTP | Scan to Mailbox | Internet FAX |
|--|----------------|-------------|-----------------|--------------|
| Setup Mode: [Service Setup] | | | | |
| Enable Mailbox Password | — | — | ○ | — |
| Setup Mode: [Network Setup] — [Service Setup] — [FTP Setup] | | | | |
| Enable FTP Services | — | ○ | — | — |
| Enable Proxy Setup | — | ● | — | — |
| Proxy Server IP Address | — | ● | — | — |
| Proxy Server Port Number | — | ● | — | — |
| Proxy Server Timeout | — | ● | — | — |
| Proxy Server User Name | — | ● | — | — |
| Proxy Server User Password | — | ● | — | — |
| Setup Mode: [Network Setup] — [Service Setup] — [E-Mail Setup] | | | | |
| Enable E-mail Services | ○ | — | — | ○ |
| Enable Print Via E-mail | — | — | — | ○ |
| Outgoing Server | ○ | — | — | ○ |
| Incoming Server | — | — | — | ○ |
| Server Type | — | — | — | ○ |
| Fiery Email User Name | ●*1 | — | — | ●*1 |
| Fiery Email Domain Name | ●*1 | — | — | ●*1 |
| Account Name | — | — | — | ○ |
| Password | — | — | — | ○ |
| Administrator Email User Name | ●*2 | — | — | ●*2 |
| Administrator Email Domain Name | ●*2 | — | — | ●*2 |
| Timeout (Sec) | ○ | — | — | ○ |
| Polling Interval | — | — | — | ○ |
| Maximum Scan File Size | ○ | — | — | — |

○: required, ●: Required depending on the environment, —: Not required

*1: The sender (From) address is Fiery Email User Name@Fiery Email Domain Name. (See p. 2-18.)

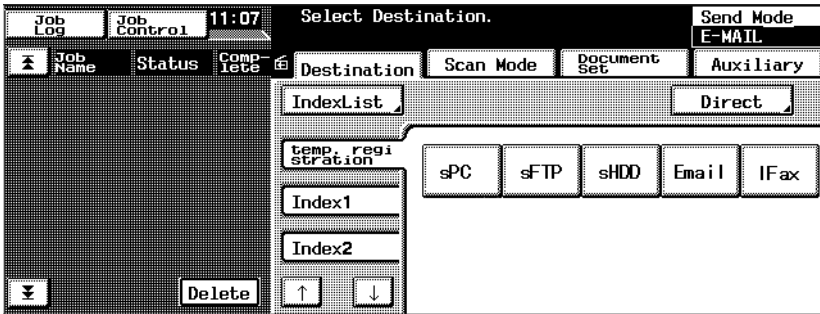
*2: Administrator Email User Name@Administrator Email Domain Name is the error notification destination if the mail does not reach the recipient for some reason. (See p. 2-18.) However, if the mail is not transmitted, the error is not notified.

2.3 Setup Items for Scanning

When transferring image data using the scan function, the following items can be entered on the copier operation panel.

2.3.1 Entering the Setup Screen

1. Press the [Scan] key.
2. Touch the desired tab from [Destination], [Scan Mode], [Document Set], and [Auxiliary].



2.3.2 Destination Tab

You can specify the transmission destination of the image data.

[Temp. Registration]:

Key registered using [Temp Registration] on Printer Management Utility. After the scanning is complete, the key is automatically cleared.

[Index]:

Touch Index to show the key registered using [One Touch Key Registration] on Printer Management Utility.

[Direct]:

When transferring image data using e-mail or Internet FAX, you can send the data by directly entering the mail address. (One address only)

Note

- Multiple transmission destinations can be specified for mail transmission and Internet FAX. You can specify up to 50 addresses using up to 1800 characters. In addition, addresses can be specified using the one-touch key and address entry (one address entry only) simultaneously.

[Auxiliary]:

When transferring image files using “Scan to FTP Server” or “Scan to Mailbox”, you can select the e-mail notification destination (see p. 2-16) from the registered one-touch keys.

Note

- The [Notification Address] that is selected under the [Auxiliary] tab has priority over [Notification Address] that is registered to the one-touch key.

2.3.3 Scan Mode Tab

You can specify the transmission method of the document.

[Color/File]: Specifies the color mode, data format, and compression method.

Settings

Color mode : Full Color, Grayscale, or Monochrome

File Format : PDF, TIFF, or JPEG

Note

- If the transmission destination is set to a mailbox, the file format is specified when the data is downloaded from the mailbox to the computer. You do not have to set the format using [File Format] on this screen.

Compression : High Quality, Standard, or High Compression

Note

- If [Color Mode] is set to [Monochrome], [Compression] does not appear.

[Resolution]: Specifies the resolution.

Settings 200 dpi, 300 dpi, 400 dpi, 600 dpi

[Background Remove]:

Enter settings concerning background remove and document brightness.

Background Remove Enter settings concerning background remove.

Settings

Auto or manual (-5 (maximum removal) to +2 (minimum removal): 8 levels)

Brightness Specify the brightness of the document.

Settings

-3 (brightest) to +3 (darkest): 7 levels

2.3 Setup Items for Scanning

- [Scan Size]: Specify the scan size of the document.
You can also specify an arbitrary size (in unit of millimeter or 1/16 inch).
In addition, you can also specify the erase position and erase width.

2.3.4 Document Set Tab

You can specify the document type.

- [Doc. Mode]: Specify the document scan mode.

Settings 1 or 2

- [Margin]: Specify the direction of the margin of the document for duplex printing.

Settings left binding or top binding

- [Original Direction]:

Specify the image direction with the document set in the tray.

Settings Not selected (auto detection),
Portrait document Wide/Tall,
Landscape Wide/Tall,

Note

- If an image data that results from scanning a document larger than A4/Letter size is displayed on the computer, it is displayed as a portrait image.

- [Mixed Orig. Detection]:

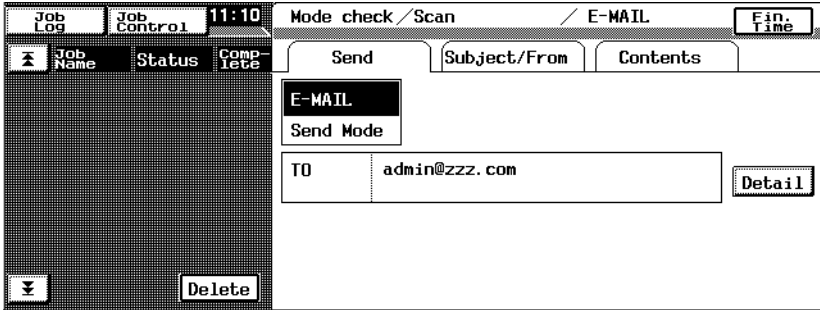
To scan documents of different sizes, select the [Mixed Orig. Detection] key.

- [Separate Scan]:

If “Separate Scan” is selected, the following data is handled as a single job: the data that is scanned until the [Finish] key that appears on the control operation panel after the scan operation complete is selected.

2.3.5 Checking the Settings on the Destination Device

Press the [Mode Check] button to view the settings on the destination device.



2.3.6 Registering the Scan Mode Default Settings

You can arbitrary specify the default settings of the Scan Mode.

1. Press the [Scan] key on the copier operation panel to enter the Scan Mode.
2. Select the setting to make the default value in the Scan Mode.
3. Press the [Utility] key.
4. Touch the [Input] key.
5. Touch the [Reset Mode] key.
6. Touch [Scan] followed by [Set-up Mode].
7. Touch [OK].

You can set the default settings of the Scan Mode to factory default by touching [Factory Default].

2.4 E-Mail Notification

The e-mail notification function is used to notify using an e-mail the information indicating the storage location of the image data that the scan function created. The image data is not attached to the mail. The side receiving the mail can refer to the information written in the mail text to access the storage location of the image data.

When transmitting image data by selecting a one-touch key (see p. 2-31) that has server transmission or mailbox registered and a Notification Address is set to the selected one-touch key, an e-mail notification is transmitted. You can also specify Notification Address on the operation panel of the copier. (See p. 2-12.)

Note

- Mails that are transmitted by the e-mail notification function are transmitted according to the mail transmission settings. You must set the mail transmission settings to use the e-mail notification function.

2.4.1 Notified Information

The following information is notified by mail.

For server transmission

- IP address of the FTP server
- Directory in which the image data is saved
- File name of the image data

Note

- You may need to enter a user name and a password to access the FTP server.
- The user name and password are not notified by mail.

For mailbox transmission

- http://IP address of the controller
- Mailbox name
- File name of the image data

Note

- You may need to enter a password to access the mailbox.
- The password is not notified by mail.

2.5 URL Notification

The URL notification function is used to notify using an e-mail the URL indicating the storage location of the image data that the scan function created. The image data is not attached to the URL notification mail. The side receiving the URL notification mail can double-click the URL written in the e-mail text to access the storage location of the image data.

A URL notification mail is transmitted in the following cases.

When the size of the mail exceeds the upper limit specified by Maximum Scan File Size (see p. 2-21) on the Scan to E-mail function

In this case, the image data is saved to the controller HDD, and a URL indicating the storage location is transmitted by mail.

Note

- URL notification mails are transmitted according to the mail transmission settings. You must set the mail transmission settings to use the URL notification function.
- If Scanned File Separation (see p. 2-22) is set to Yes and the upper mail limit specified by Maximum Scan File Size is exceeded, the image data is first segmented into pages and transmitted. Therefore, the URL notification mail is not transmitted.

However, if the upper mail limit specified by Maximum Scan File Size is exceeded even after separating the data up to the number specified by Maximum Number of E-mails, the image data is saved to the controller HDD, and a URL notification mail is transmitted. (The image data is stored to the HDD without separation.)

2.6 Entering the Controller Setup Screen

You can enter the controller settings from Printer Management Utility (see chapter 1, “Using Printer Management Utility”) or the controller operation panel that is displayed on the copier operation panel. To configure the controller from the controller operation panel, you must display the setup screen.

Displaying the Setup Screen

1. On the copier operation panel, touch [Utility] — [Controller Details].
2. On the controller operation panel, touch [MENU].
3. Use the up and down keys to show [Run Setup].
4. Touch the key to the right of [Run Setup] to show [Continue to Setup?].
5. Touch the key to the right of [OK] to show the setup screen.

2.7 Setting the Error Notification Destination

You can carry out the following steps to specify the destination to notify errors when mails transmitted using the Scan to E-mail, Internet FAX transmission, e-mail notification function, or URL notification function do not reach the destination address. However, if the mail is not transmitted, the error is not notified.

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — E-Mail Setup and enter the following settings.

[Administrator Email User Name]:

Specify the E-mail user name of the controller administrator.

[Administrator Email Domain Name]:

Specify the mail server domain name to which the administrator belongs.

Note

- Administrator Email User Name@Administrator Email Domain Name is the error notification destination.

2.8 Setting the Sender (From) Address

You can carry out the following steps to specify the mail address that appears in the sender (From) line of the mail transmitted by Scan to E-mail, Internet FAX transmission, e-mail notification function, and URL notification function.

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

[Fiery Email User Name]:

Specify the mail user name of the sender.

[Fiery Email Domain Name]:

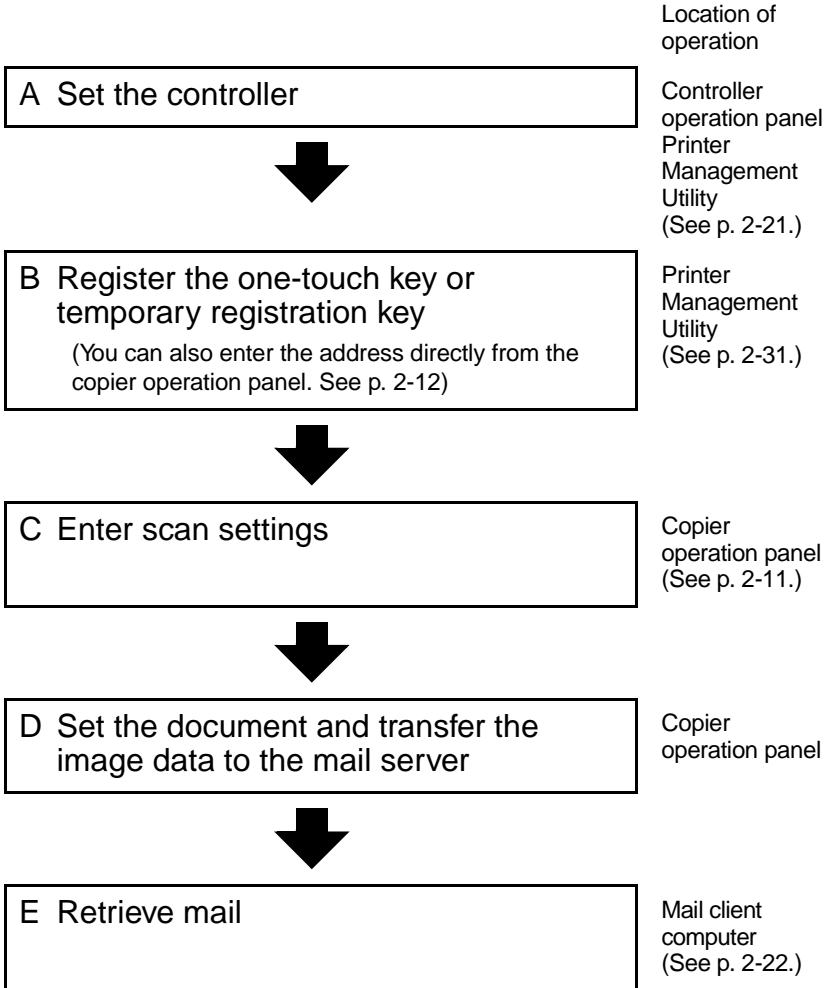
Specify the mail server domain name to which the sender belongs.

Note

- The sender (From) address is Fiery Email User Name@Fiery Email Domain Name.

2.9 Scan to E-Mail Function

Below is the setup and operation flow of the mail function.



Note

- Image data is transmitted using port number "25".

2.9.1 Setting the Controller

To perform mail transmission, enter the settings for accessing the mail server (SMTP server).

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

[Enable E-mail Services]:

Select “Yes”.

[Outgoing Server]:

Enter the IP address of the mail server (SMTP).

[Time Out (sec)]:

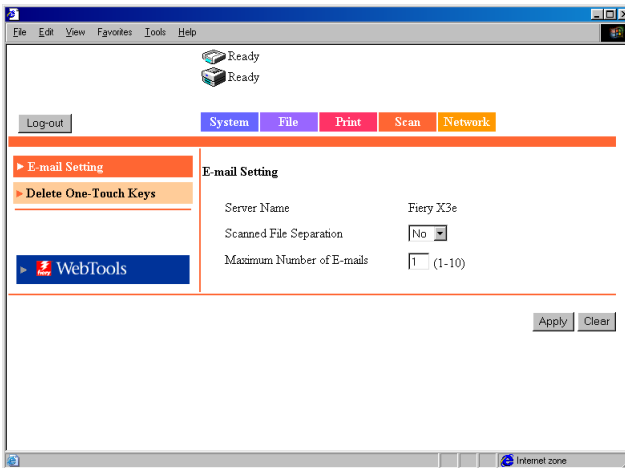
Set the timeout value for accessing the mail server. Unless there is a specific reason to do so, use the default value.

(common setting for the SMTP server and POP3 server)

[Maximum Scan File Size]:

Set the maximum transmission mail size.

3. Start Printer Management Utility.
4. Enter the password and log into the Administrator Mode.
5. Select [Scan Setting] from the [Scan] tab.



Server Name: The “server name” is added to the beginning of the name of the image file created by the scan function. (see p. 2-44)

Scanned File Separation:

If set to “Yes”, the image data is segmented into pages and transmitted when the upper limit specified by Maximum Scan File Size is exceeded.

For the correlation between Maximum Scan File Size (see p. 2-21), Scanned file Separation, and URL notification function, see “URL Notification” on page 2-17.

Maximum Number of E-mails:

Specify the number of separations that is allowed when the mail is segmented for transmission.

For the correlation between Maximum Scan File Size (see p. 2-21), Scanned File Separation, URL notification function, and Maximum Number of E-mails, see “URL Notification” on page 2-17.

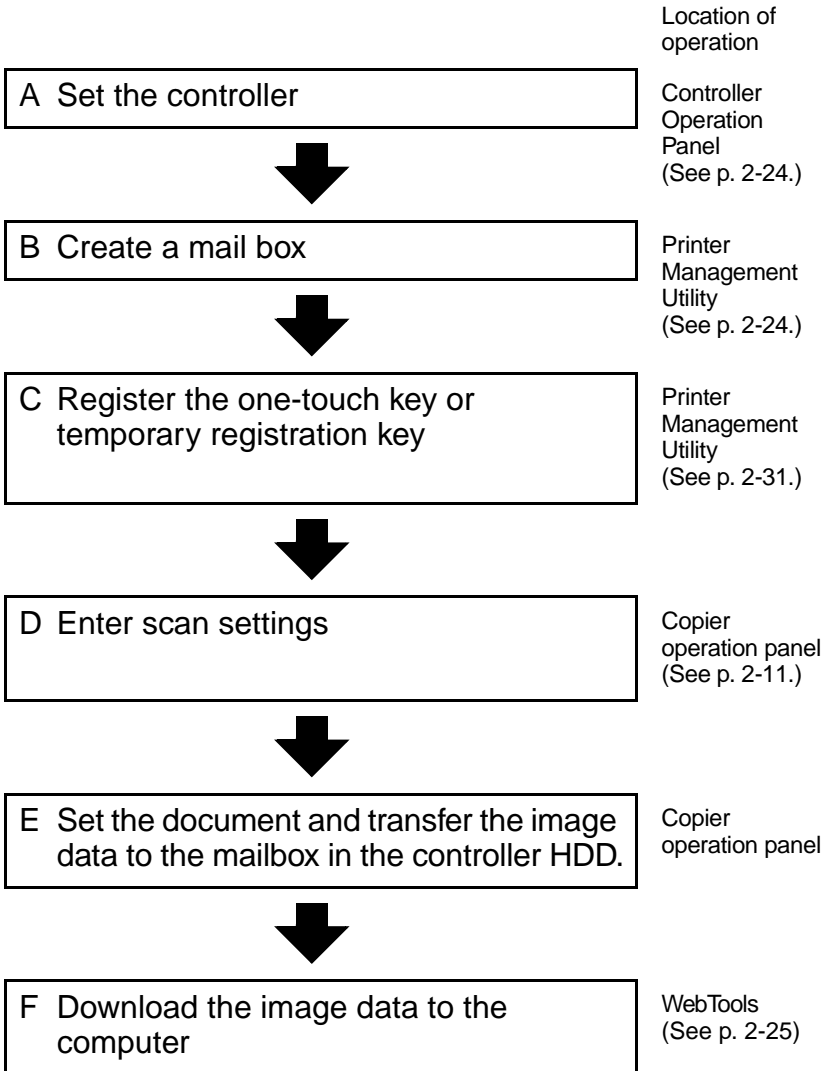
2.9.2 Retrieving Mails

To retrieve mails transferred to the mail server, you must access and retrieve the mail using the mail client computer.

For details on the operation of your mail client software, see the manual or help provided with the software program.

2.10 Scan to Mailbox Function

Below is the setup and operation flow of the Scan to Mailbox function.
(For details on the hold period of the image data in the mailbox, see p. 2-46.)



Note

- If you use Fiery Remote Scan 5, you can download the image data in the mailbox to the computer or transfer the data via FTP, E-mail, and other means. For details, see the Controller User Manual.

2.10.1 Setting the Controller

Enter the setting for allowing passwords to be assigned to mailboxes.

1. Show the setup screen from the controller operation panel.
2. Select [Server Setup] and enter the following settings.

[Enable Mailbox Password]:

Select “Yes” to allow passwords to be assigned.

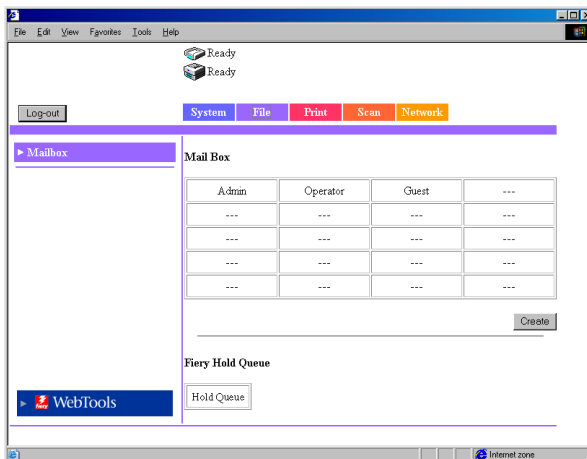
2.10.2 Creating a Mailbox

Create a mailbox, a storage location of the image data.

Note

- “Admin”, “Operator”, and “Guest” are registered by default.

1. Start Printer Management Utility.
2. Enter the password and log into the Administrator Mode.
3. Select [Mailbox] from the [File] tab.



4. Click [Create] to open the Create Mailbox screen.

Enter settings for “Mailbox Name”, “Password”, and “Retype Password” and click [Apply].

Note

- Up to 20 mailboxes can be created (including “Admin”, “Operator”, and “Guest”).

2.10.3 Downloading the Image Data to the Computer

Download the image data from the mailbox in the controller HDD to your computer. Download the image data using WebTools.

1. Start Printer Management Utility.
2. Click [WebTools].
3. Click [WebScan].
4. Enter the mailbox name in [Mailbox] and click [Refresh].
5. Enter the password in the password input dialog box.

A list of stored image data is displayed.

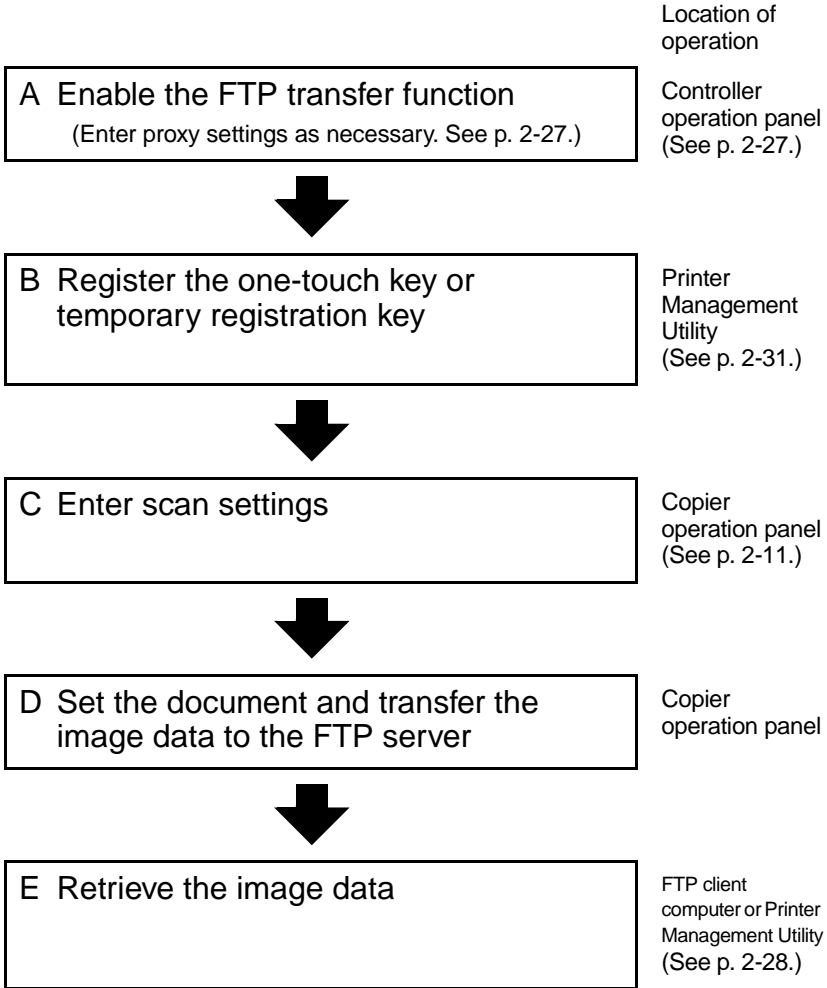
6. Click the file to be downloaded.
7. Select [File Format].
8. Click [Save As] to download the file.

Note

- If the e-mail notification address is specified, the information indicating the storage location of the image data is notified by mail.

2.11 Scan to FTP Server Function

Below is the setup and operation flow of the Scan to FTP Server function.



Note

- Image data is transferred using port number "21". Passive mode is not supported.

2.11.1 Enabling the FTP Transfer Function

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [FTP Setup] and enter the following settings.

[Enable FTP Services]:
Select “Yes”.

2.11.2 Proxy Settings

Enter proxy settings as necessary. (Consult your network administrator to see if proxy settings are required and the setup details.)

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [FTP Setup] and enter the following settings.

[Enable Proxy Setup]:
Select “Yes” to enable the proxy settings.

[Proxy Server IP Address]:
Enter the IP address of the proxy server.

[Proxy Server Port Number]:
Specify the port number of the proxy server.

[Proxy Server Timeout]:
Set the timeout value.

[Proxy Server User Name]:
Enter the user name of the proxy server.

[Proxy Server User Password]:
Enter the password of the proxy server.

2.11.3 Retrieving the Image Data

Retrieve the image data from the FTP server.

The method for retrieving the image data varies depending on the following cases.

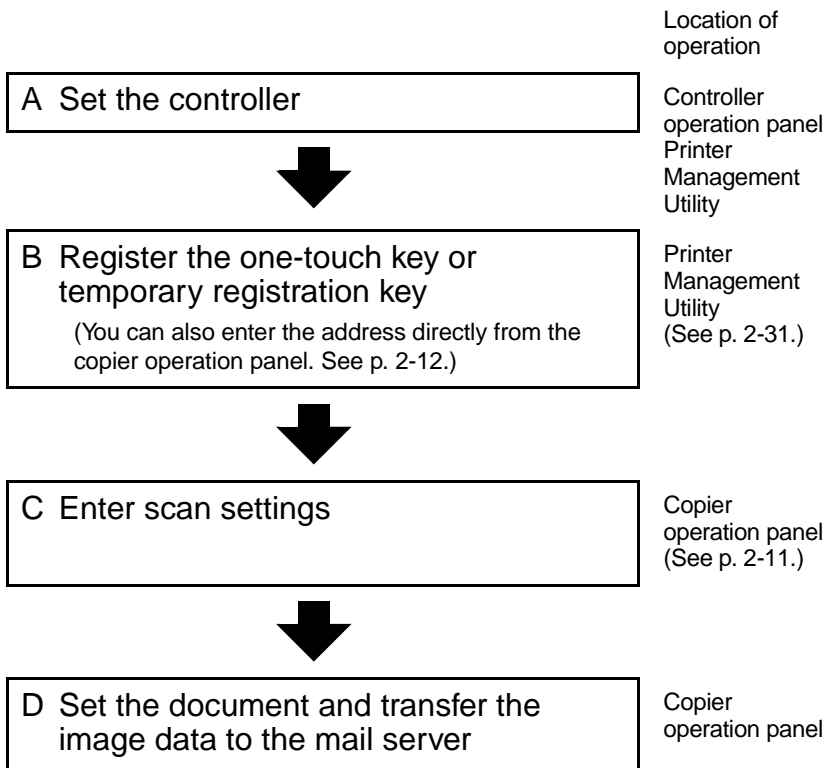
Access the FTP server from your FTP client computer and download the image data. You may need to enter a user name and a password to access the FTP server.

Note

- If the e-mail notification address is specified, the information indicating the storage location of the image data is notified by mail. (See p. 2-16.)

2.12 Internet FAX Transmission Function

Below is the setup and operation flow of the Internet FAX transmission function.



2.12.1 Setting the Controller

Internet FAX Transmission Settings

The image data is transmitted using the same settings as for Scan to E-mail. For details, see the settings of the “Scan to E-mail” controller (p. 2-21).

Note

- The “Scanned File Separation” and “Maximum Number of E-mails” settings do not have to be entered, because they are invalid for Internet FAX.

2.13 Internet FAX Reception Function

The settings of the Internet FAX reception function are described below.

2.13.1 Setting the Controller

To receive mails, enter settings for accessing the mail server (POP3/IMAP).

1. Show the setup screen from the controller operation panel.
2. Select [Network Setup] — [Service Setup] — [E-Mail Setup] and enter the following settings.

[Enable E-mail Services]:
Select “Yes”.

[Enable Print Via E-mail]:
Select “Yes”.

[Incoming Server]:
Enter the IP address of the mail server (POP3/IMAP).

[Server Type]: Select the mail server type (POP3/IMAP).

[Account Name]:
Enter the name used to log into the POP3/IMAP server.

[Password]: Enter the password used to log into the POP3/IMAP server.

[Timeout (sec)]:
Set the timeout value for accessing the mail server.
(common setting for the SMTP server and POP3 server)

[Polling Interval (sec)]:
Set the interval for checking received mails.

Note

- If the e-mail contains a title (subject) and text when receiving Internet FAX, the title and text are also printed.

2.14 Registering the One-Touch Key and Temporary Registration Key

When using the scan function, it is convenient if the transmission destination is registered to the copier operation panel in advance. The transmission destination is registered using Printer Management Utility.

2.14.1 One-Touch Key Registration

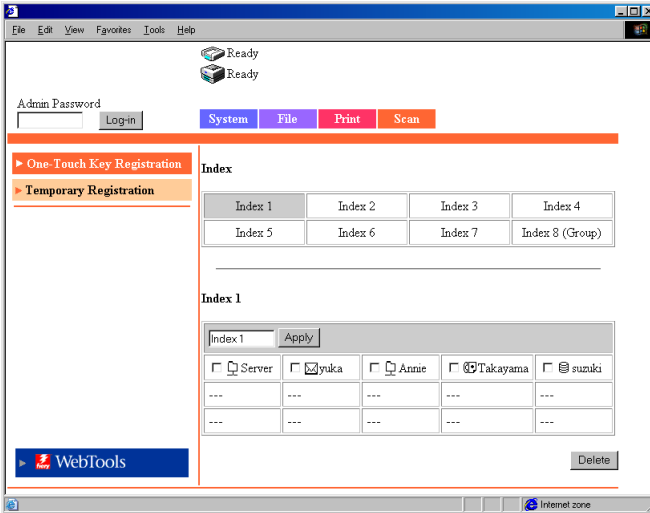
If the one-touch key is registered in advance, you can immediately recall the transmission destination. Since you do not have to enter the transmission destination every time, it is convenient if you register destinations to which you transmit image data frequently.

Setup procedure

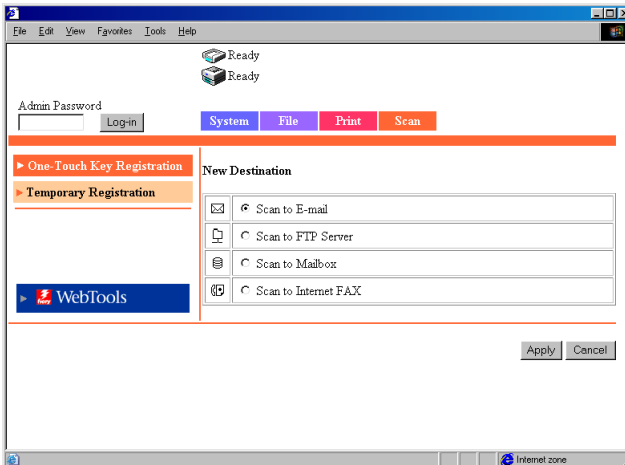
1. Start Printer Management Utility.
2. Select [One Touch Key Registration] from the [Scan] tab.
3. A list of one-touch registration appears. Select an index.
[Index 8] is dedicated to group registration. You can register groups for the mail transmission function and the Internet FAX transmission function.

Note

- There are 8 indexes total. The default names are [Index 1], [Index 2], and so on. You can register up to 15 keys in each index from [Index 1] to [Index 6] and [Index 8 (Group)]. Up to 10 keys can be registered in [Index 7].



4. Click an unregistered box (---).
5. Select the transmission method.



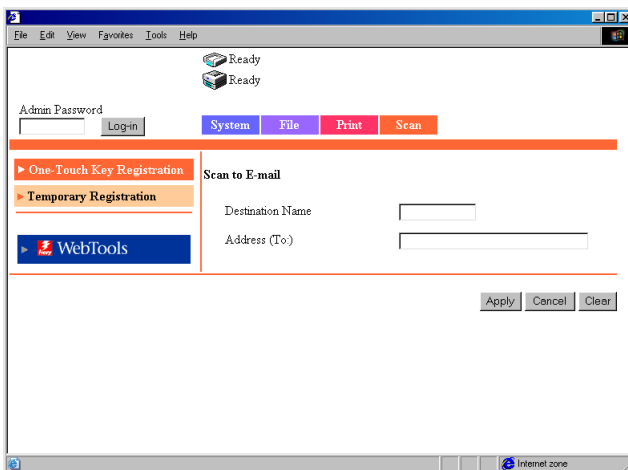
Note

- For a group registration, the number of characters for the transmission destination address is up to 1800 (up to 50 addresses).
- For registration other than groups, the number of characters for the transmission destination address is up to 72.

6. Click [Apply].

The setup items corresponding to the transmission method appear.

When Scan to E-mail is selected



Destination Name:

Enter the name of the one-touch key.

Setting

Up to 12 characters

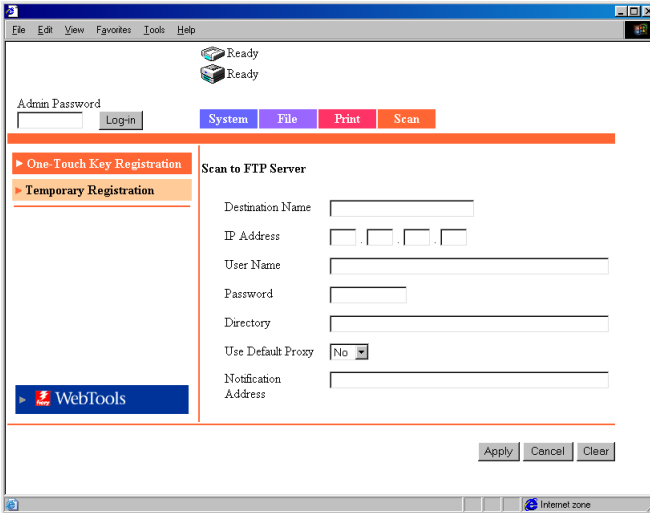
Address (To):

Enter the transmission destination address.

Setting

Up to 72 characters, one address

When Scan to FTP Server is selected



Destination Name:

Enter the name of the one-touch key.

Setting

Up to 12 characters

IP Address: Set the IP address of the FTP server.

User Name: Enter the name used to log into the FTP server.

Password: Enter the password used to log into the FTP server.

Directory: Specify the location (directory) for storing the image data on the FTP server.

(To specify the default folder, leave this blank.)

Use Default Proxy:

Set whether to use the proxy server.

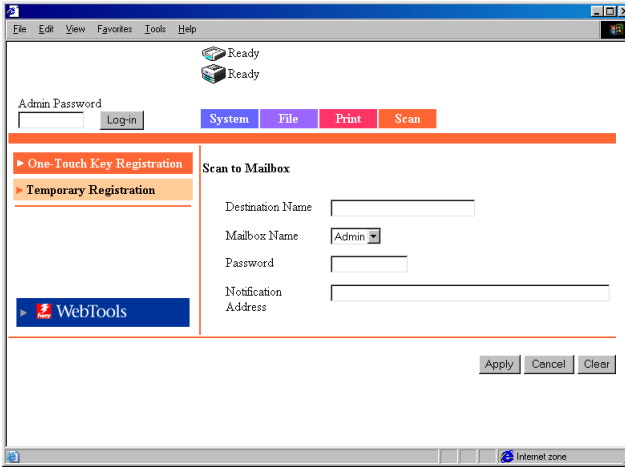
Notification Address (E-Mail Notification Address):

When using the e-mail notification function, enter the destination mail address. (See p. 2-16.)

Setting

Up to 72 characters, one address

When Scan to Mailbox is selected



Destination Name:

Enter the name of the one-touch key.

Setting

Up to 12 characters

Mailbox Name: Select the transmission destination mailbox.

The list shows the mailboxes that have been registered using [Mailbox] (p. 2-24).

Password:

Enter the password used to access the mailbox.

Setting

Up to 8 characters

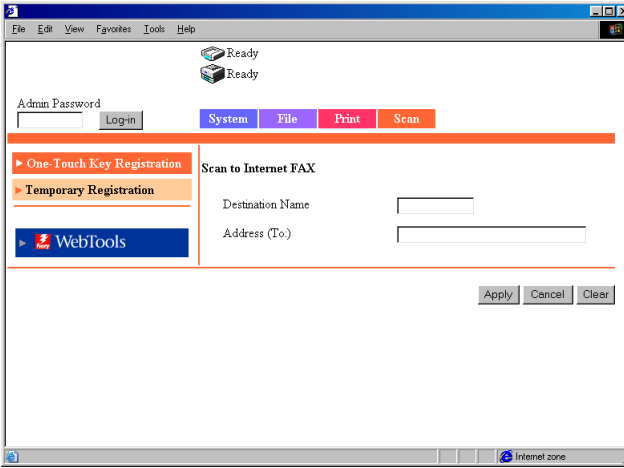
Notification Address (E-Mail Notification Address):

Enter the e-mail notification destination mail address.
(See p. 2-16.)

Setting

Up to 72 characters, one address

When Scan to Internet FAX is selected



Destination Name:

Enter the name of the one-touch key.

Setting

Up to 12 characters

Address (To): Enter the transmission destination address.

Setting

Up to 72 characters, one address

When Scan to E-mail is selected (Group Registration)

Note

- Group registration is possible only on the [Index 8] mailbox.
- Up to 15 groups can be registered.

Destination Name:

Enter the name of the one-touch key.

Setting Up to 12 characters

Address (To): Enter the transmission destination address.

Setting Up to 1800 characters and up to 50 addresses

When Scan to Internet FAX is selected (Group Registration)

Note

- Group registration is possible only on the [Index 8] mailbox.
- Up to 15 groups can be registered.

Destination Name:

Enter the name of the one-touch key.

Setting Up to 12 characters

Address (To): Enter the transmission destination address.

Setting Up to 1800 characters and up to 50 addresses

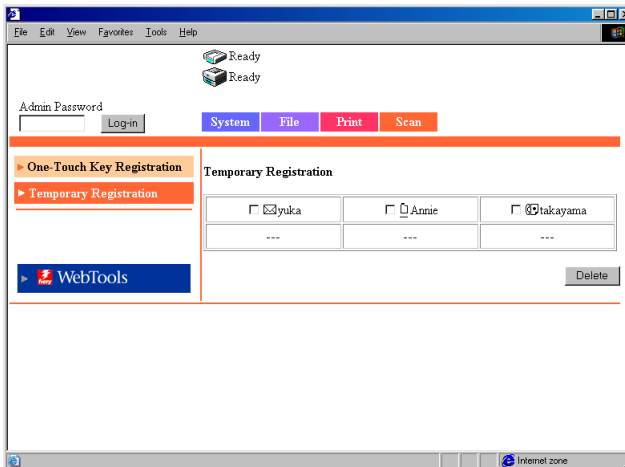
2.14.2 Temporary Registration Key Registration

Temporary registration is entered using Printer Management Utility. The difference from the one-touch registration is that the key is automatically cleared after the transmission process is executed.

When registering a temporary registration key, you can enter the subject and text of the mail and enter scan settings.

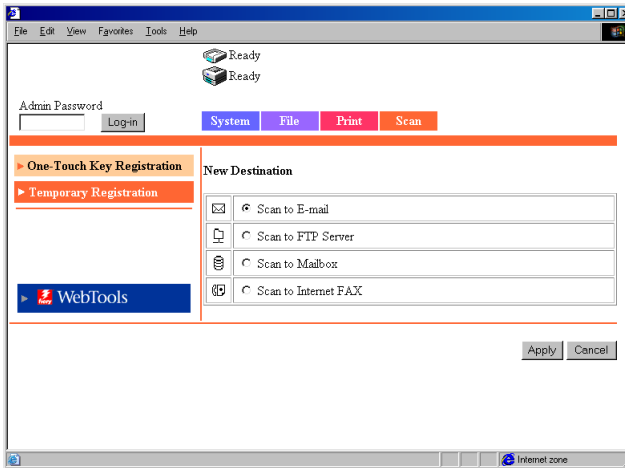
Setup procedure

1. Start Printer Management Utility.
2. Select [Temporary Registration] from the [Scan] tab.



3. Click an unregistered box (---).

4. Select the transmission method.



5. Click [Apply]. The setup items corresponding to the transmission method appear.

When Scan to E-mail is selected

Transmission Destination Settings

Destination Name:

Enter the name of the temporary registration key.

Setting Up to 12 characters

Address (To): Enter the transmission destination address.

Setting Up to 1800 characters and up to 50 addresses

Subject: Enter the subject.

Setting Up to 64 characters

Text: Enter the mail text to be transmitted.

Setting Up to 256 characters

Enter the following settings as necessary.

Scan Mode Settings

The scan mode settings below can also be entered from the copier operation panel. (For the possible settings of each item, see Setup Items for Scanning (p. 2-11).)

Original Mode: Specify the document scan mode.

Original Size: Specify the scan size of the document.

Resolution: Specify the resolution.

File Format (Data Format):

Specify the format of the image file.

Color Mode: Specify the color mode of the image file.

Background Remove:

Enter the background remove settings.

Orientation: Specify the image direction with the document set in the ADF or Platen Glass.

Binding: Specify the direction of the margin of the document for duplex printing.

Compression Level:

Specify the compression level of the image file.

Brightness: Specify the brightness of the document.

When Scan to FTP Server is selected

Destination Name:

Enter the name of the temporary registration key.

Setting Up to 12 characters

IP Address: Set the IP address of the FTP server.

User Name: Enter the name used to log into the FTP server.

Password: Enter the password used to log into the FTP server.

Directory: Specify the location (directory) for storing the image data on the FTP server.

(To specify the default folder, leave this blank.)

Use Default Proxy:

Set whether to use the proxy server.

Notification Address:

When using the e-mail notification function, enter the destination mail address.

Setting Up to 72 characters, one address

* Scan Mode Settings (same as for Scan to E-mail)

When Scan to Mailbox is selected

Destination Name:

Enter the name of the temporary registration key.

Setting Up to 12 characters

Mailbox Name :

Select the transmission destination mailbox.

The list shows the mailboxes that have been registered using [Mailbox] (p. 2-24).

Notification Address:

Enter the notification destination mail address.

Setting Up to 72 characters, one address

* Scan Mode Settings (same as for Scan to E-mail)

When Scan to Internet FAX is selected

Destination Name:

Enter the name of the temporary registration key.

Setting

Up to 12 characters

Address (To): Enter the transmission destination address.

Setting

Up to 1800 characters and up to 50 addresses

Subject: Enter the subject.

Setting

Up to 64 characters

Text: Enter the mail text to be transmitted.

Setting

Up to 256 characters

The Scan Mode setup items are the same as those for mail transmission except the following items.

Resolution: 200 × 200 dpi (fixed)

File Format: TIFF (fixed)

Color Mode: Black & White

Orientation: No setup item

Compression: No setup item

2.15 Image Data

The image data created by the scan function are described below.

2.15.1 File Format

You can select the file format of the image data from TIFF, PDF, and JPEG.

The following extension is added to the file name depending on the file format.

- TIFF → .tif
- PDF → .pdf
- JPEG → .jpg

Note

- Some file formats cannot be specified depending on the selected color mode.

| | PDF | TIFF | JPEG |
|------------|-----|------|------|
| Full color | ○ | ○ | ○ |
| Grayscale | ○ | ○ | ○ |
| Monochrome | ○ | ○ | — |

- When transmitting image data using Internet FAX, only the TIFF format can be selected.
- If you scan multiple pages of the document when JPEG format is selected, the data is divided into files by pages and attached to the mail. Example: If 10 pages of the document are scanned, 10 JPEG files are created and attached to the mail. (Ten JPEG files are attached to a single mail.)

2.15.2 File Name

The file name of the image data is automatically assigned by the controller.

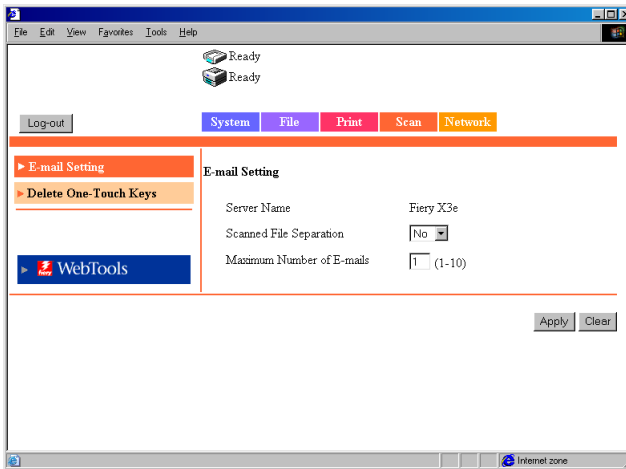
The file name is assigned according to the following rule.

<Server name><automatic number><the number of pages in the document* >.extension

* When the mail is segmented for transmission, the last page number of the attached files is used as a portion of the file names.

You can check the <Server name> by carrying out the following steps.

1. Start Printer Management Utility.
2. Log into the Administrator Mode.
3. Click the [Scan] tab.



Note

- The “Server Name” shown in Printer Management Utility corresponds to the text specified in “Server Name” on the controller operation panel. You can check “Server Name” on the controller operation panel by carrying out the following steps.
 1. Show the setup screen from the controller operation panel.
 2. Select [Server Setup] — [Server Name] and check the server name.
- The automatic number is automatically assigned by the controller and cannot be specified.
- File name example: Server name: test, automatic number: 50, the number of pages in the document: 35, and PDF file
The file name is test50p35.pdf.

2.16 Hold Period of the Image Data

If the number of image data files held in the controller HDD keeps increasing, there is a possibility that the disk becomes full. You can set the hold period of the image data in the HDD by carrying out the following settings.

Note

Cases in which the image data is held in the HDD

- When using Scan to Mailbox
The image data is transferred to the HDD and held in the Mailbox created in the HDD.
- When the size of the mail exceeds the upper limit specified by [Maximum Scan File Size] on the mail function (see p. 2-21)
- When the upper mail limit specified by [Maximum Scan File Size] is exceeded even after separating the data up to the number specified by [Maximum Number of E-mails] when the data is separated because the [Maximum Scan File Size] is exceeded in the mail transmission function (see p. 2-21, p. 2-22)

1. Show the setup screen from the controller operation panel.
2. Select [Server Setup] and enter the following settings.

[Clear Each Scan Job]:

Select the hold period. The image data is automatically cleared when the hold period elapses.

Settings

After 1 day, Now, Manually, After 1week

The information contained in this manual is subject to change without notice to incorporate improvements made on the product or products the manual covers.