

KM-1650

KM-2050

KM-2550

Advanced Operation Guide



Legal Information



CAUTION: No liability is assumed for any damage caused by improper installation

Notice

The information in this guide is subject to change without notification. Additional pages may be inserted in future editions. The user is asked to excuse any technical inaccuracies or typographical errors in the present edition.

No responsibility is assumed if accidents occur while the user is following the instructions in this manual. No responsibility is assumed for defects in the printer's firmware (contents of its read-only memory).

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Introduction

This *Advanced Operation Guide* has the following chapters:

- **1 Copy Functions**

Explains the copier functions available on the machine.

- **2 Printer Settings**

Explains the settings available for the printer functions.

- **3 System Settings**

Explains the general settings available on the machine.

- **4 Job Accounting**

Explains the Job Accounting function and settings.

- **Appendix**

Contains machine specifications.

Guides Included

The following guides are included with this machine. Refer to the guide that corresponds to your particular objective.

Basic Operation Guide

The *Basic Operation Guide* contains procedural steps for initial installation and set-up of the machine and connection to a computer. It also includes basic procedures for using the machine as a copier and printer and has a *Troubleshooting* section.

Advanced Operation Guide (this guide)

This *Advanced Operation Guide* contains explanations on copier and printer functions as well as default settings adjusted on the machine.

KX Printer Driver Operation Guide

Describes how to install and set-up the printer driver.

PRESCRIBE Technical Reference

PRESCRIBE is the native language of these printers. This *Technical Reference* contains information about how printing is performed using the PRESCRIBE commands, as well as a font and emulation description.

PRESCRIBE Command Reference

Gives a detailed explanation of the PRESCRIBE command syntax and parameters with the aid of print examples. This guide is stored on the CD-ROM as a PDF document.

Conventions

This manual uses the following conventions.

Convention	Description	Example
Italic Typeface	Used to emphasise a key word, phrase or message. In addition, references to other publications are displayed in italic typeface.	Open the <i>Multi-Bypass Tray</i> .
Bracket Bold Text Typeface	Used to emphasise the selection of a feature mode or key.	Press [Enter] .
Notes	Used to provide additional or useful information about a function or feature.	NOTE: To ensure best copying quality, it is recommended this cleaning task is performed at least once a month.
Important	Use to provide important information.	IMPORTANT: Never use water, thinner or other organic solvents to clean the slit glass.
Caution	Cautions are statements that suggest <i>mechanical</i> damage as a result of an action.	CAUTION: For safety purposes, always remove the power plug from the outlet when cleaning the machine.
Warning	Used to alert users to the possibility of <i>personal</i> injury.	WARNING: High voltage is present in the charger section.

Measurements

This guide contains information that corresponds to using both the inch and metric versions of the machine. The screens and messages shown in the guide reflect the inch version of the machine. When using the metric version, refer to the messages on your machine.

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1 Copy Functions

This chapter explains how to use the copier functions of the machine.

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Original Size

Use *Original Size* to select the size of original being scanned. The selection must match the physical size of the original.

The following *Original Size* options are available:

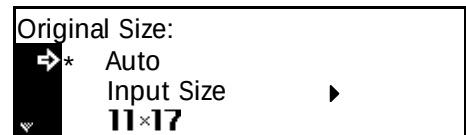
- *Regular Size* - use to select a standard original size.
- *Other Regular Size* - use for additional standard original sizes.
- *Input Size* - use this option to enter a custom original size if the size required is not displayed.

Regular Size

Use the following procedure to select a standard original size.

1 Position the original and press **[Original Size]**.

2 Press ▲ or ▼ to select the original size required and press **[Enter]**.



Select *Auto* to allow the machine to automatically select the same size as the original on the platen.

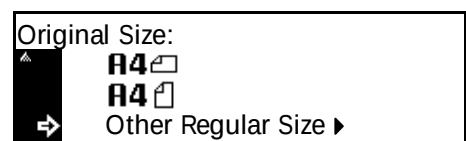
3 Press **[Start]**. Copying commences.

Other Regular Size

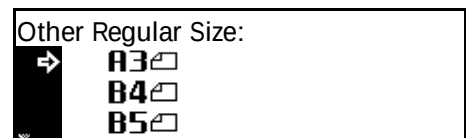
Use the following procedure to select additional standard original sizes.

1 Position the original and press **[Original Size]**.

2 Press ▲ or ▼ to select *Other Regular Size* and press **[Enter]**.



3 Press ▲ or ▼ to select the original size required and press **[Enter]**.

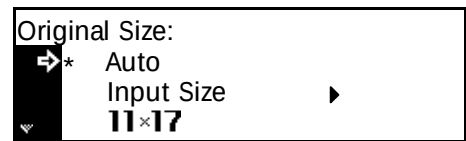


4 Press **[Start]**. Copying commences.

Input Size

1 Position the original and press **[Original Size]**.

2 Press **▲** or **▼** to select *Input Size* and press **[Enter]**.

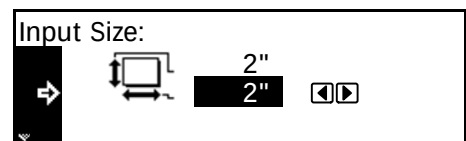


3 Press **<** or **>** to select the vertical size required, 2" to 11 5/8" in 1/8" increments (50 to 297 mm in 1 mm increments) can be selected.



Press **▼** to select the horizontal size.

4 Press **<** or **>** to select the horizontal size, 2" to 17" in 1/8" increments (50 to 432 mm in 1 mm increments) can be selected.



Press **[Enter]**.

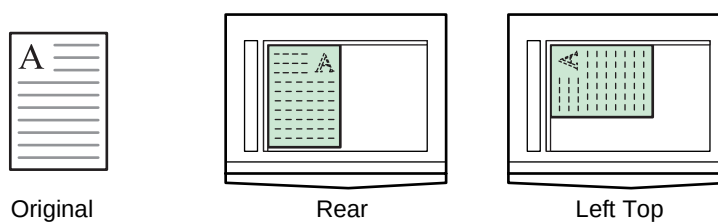
5 Press **[Start]**. Copying commences.

Original Placement

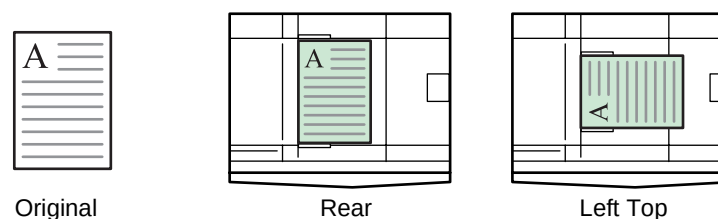
You must specify the orientation of the original when using the following functions:

- *Duplex Copying*
- *Split Copying* (from 2-sided originals)
- *Margin mode*
- *Border Erase mode*
- *Combine mode*
- *Auto Selection mode* (Optional)
- *Stapling* (Optional)

When the originals are positioned on the *Platen*:

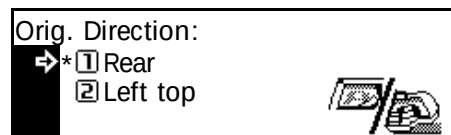
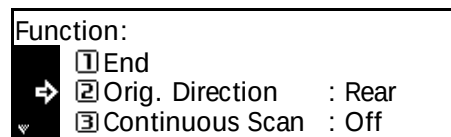


When the originals are loaded in the *Document Processor*:



NOTE: To change the default setting for *Original Orientation*, refer to *Original Orientation*, on page 3-20.

- 1** Press **[Function]**.
- 2** Press **▲** or **▼** to select *Orig. direction* and press **[Enter]**.
- 3** Press **▲** or **▼** to select *Rear* or *Left top* and press **[Enter]**.



Offset Mode

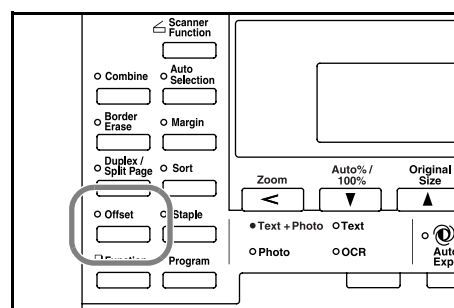
Use this mode to change the orientation of the output at the end of each set for easy division.

NOTE: If the *Document Processor* (option) or *Finisher* (option) is not installed, use this function with *Sort* copying.

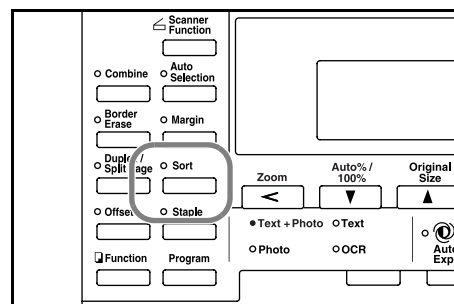
The paper sizes that can be used for *Offset* copying are A4, B5 and 11 × 8 1/2"

NOTE: Ensure the *Auto Rotation* feature is *On*, refer to *Auto Rotation*, on page 1-15.

- 1 Position the original and press **[Offset]**.



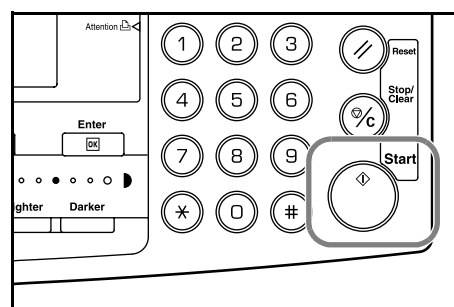
- 2 Press **[Sort]**.



- 3 Enter the number of copies required and press **[Start]**.

If using the optional *Document Processor*, copying completes automatically.

If using the platen, a message displays when the next original is required. Position the next original and press **[Start]**.



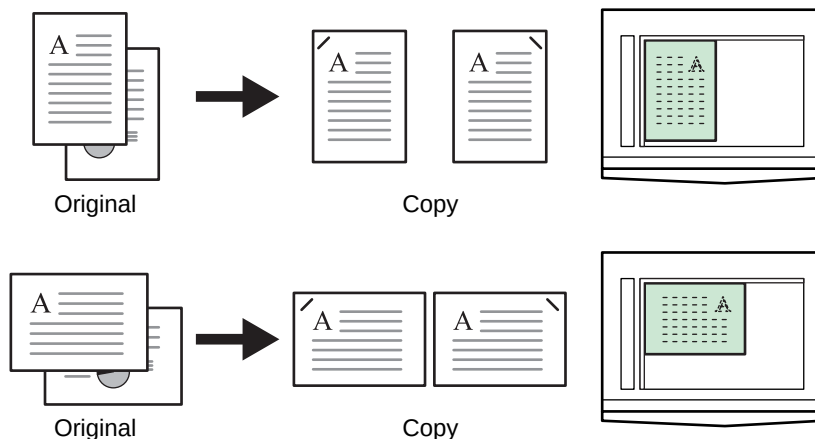
When all originals have been scanned, press **[Enter]**.

Stapling

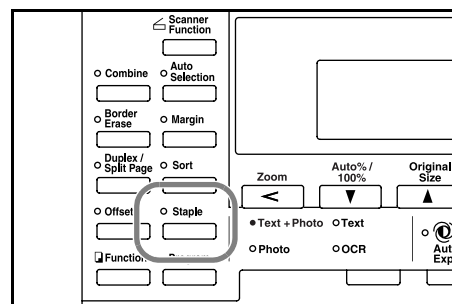
Copies can be stapled in the upper left or upper right corner.

NOTE: The optional *Finisher* must be installed.

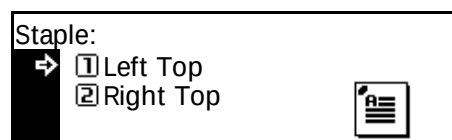
The orientation of originals and the stapling position is shown below.



- 1** Position the original and press **[Staple]**.



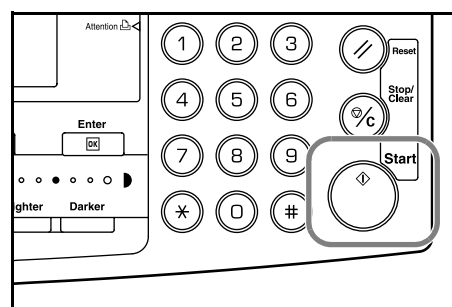
- 2** Press **▲** or **▼** to select the stapling position and press **[Enter]**.



- 3** Press **[Start]**.

If using the optional *Document Processor*, copying completes automatically.

If using the platen, a message displays when the next original is required. Position the next original and press **[Start]**.

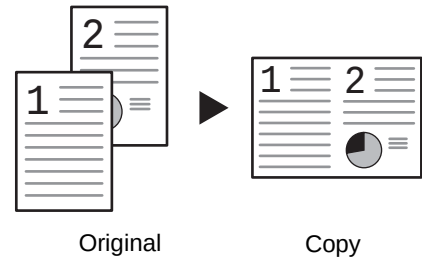


When all originals have been scanned, press **[Enter]**.

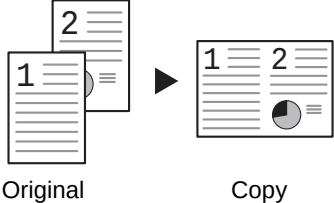
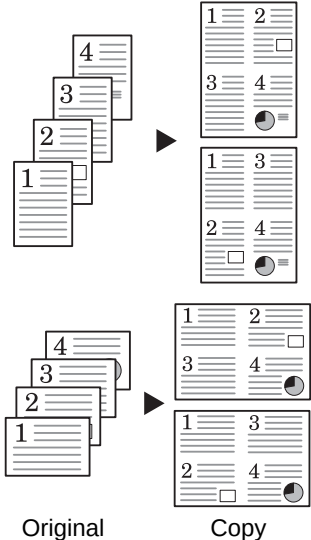
Combine Mode

The images from either 2 or 4 originals can be reduced and combined onto a single copy. The *Border Line* of each original can also be marked with a solid or dotted line.

The following *Combine* modes are available:



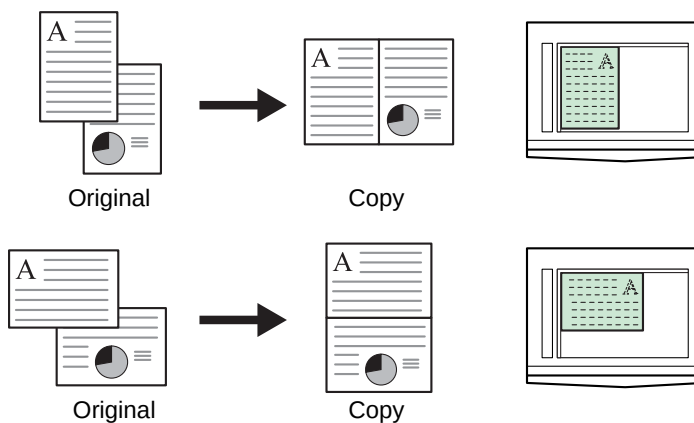
NOTE: Both the *Original Size* and the *Copy Paper Size* must be regular sizes.

Mode	Description
2 in 1	Copies two originals onto one sheet. This mode can also be used in conjunction with <i>Duplex Mode</i> (optional) in order to copy four originals onto both sides of one sheet.  Original Copy
4 in 1 (Vertical Arrangement) 4 in 1 (Horizontal Arrangement)	Copies four originals onto one sheet. This mode can also be used in conjunction with <i>Duplex Mode</i> (optional) in order to copy eight originals onto both sides of one sheet.  Original Copy

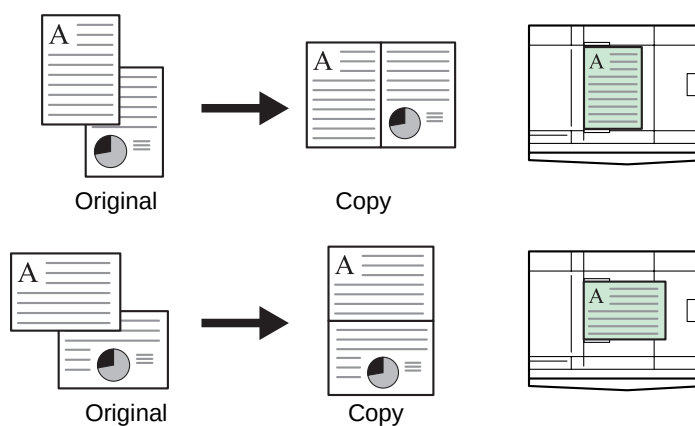
2 in 1

The following illustrations indicate how the orientation of the original will affect the resulting copies:

Using the Platen



Using the Document Processor

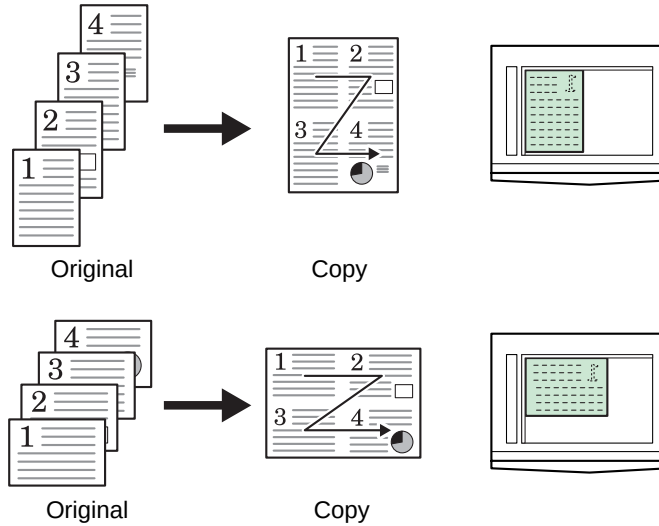


NOTE: Ensure that the first page of the originals is scanned first.

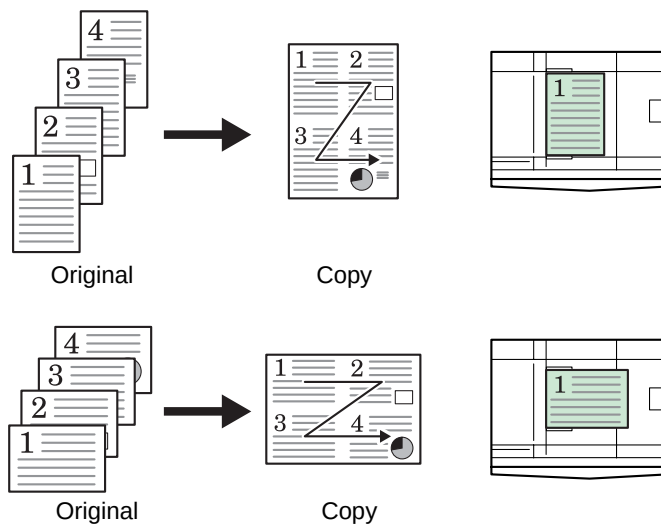
4 in 1 (Horizontal Arrangement)

The following illustrations indicate how the orientation of the original will affect the resulting copies:

Using the Platen



Using the Document Processor

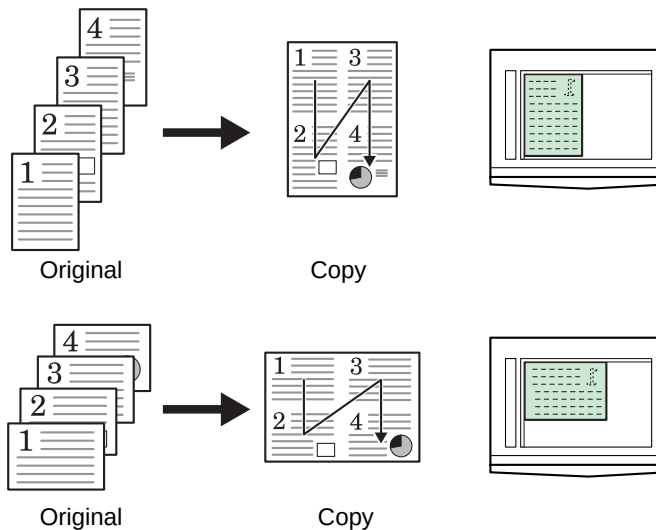


NOTE: Ensure that the first page of the originals is scanned first.

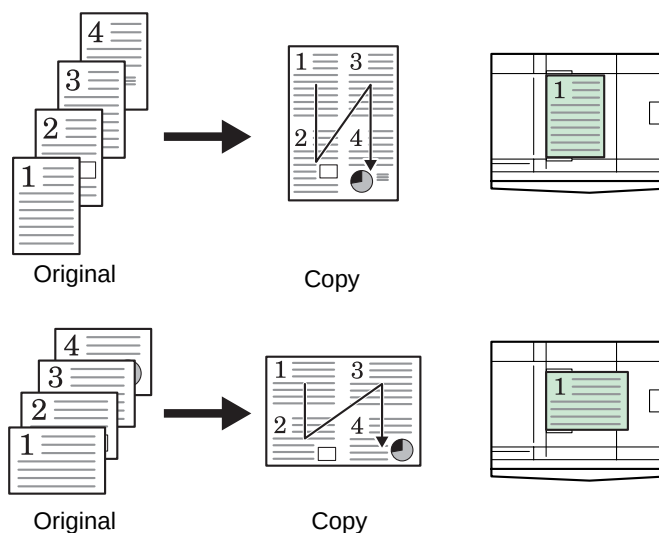
4 in 1 (Vertical Arrangement)

The following illustrations indicate how the orientation of the original will affect the resulting copies:

Using the Platen



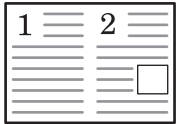
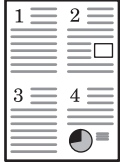
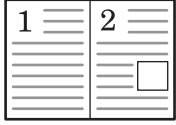
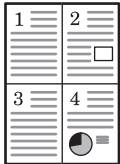
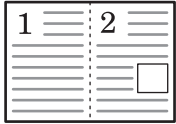
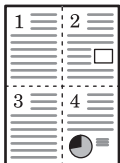
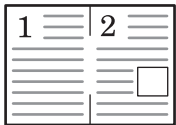
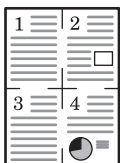
Using the Document Processor



NOTE: Ensure that the first page of the originals is scanned first.

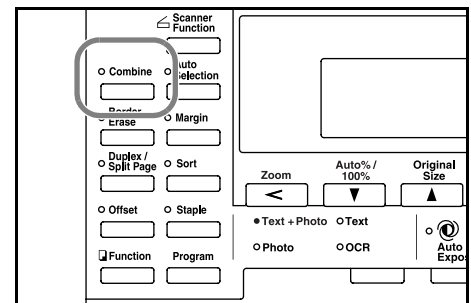
Borderline Types

The following borderline types are available.

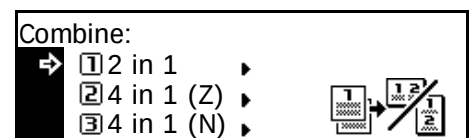
Borderline type	Copy	
	2 in 1	4 in 1 (horizontal arrangement)/ 4 in 1 (vertical arrangement)
None		
Solid		
Dotted		
Mark or Cropmark		

Using Combine Mode

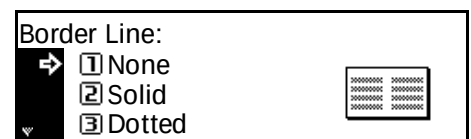
- 1 Position the original and press [Combine].



- 2 Press ▲ or ▼ to select the combine option required and press [Enter].



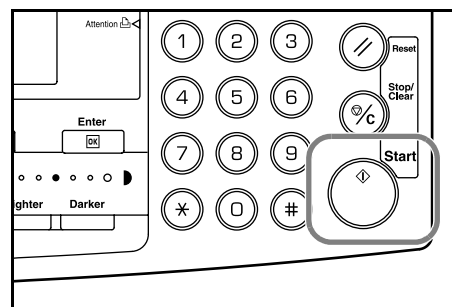
- 3 Press ▲ or ▼ to select the *Border Line* type and press [Enter].



4 Press **[Start]**.

If using the optional *Document Processor*, copying completes automatically.

If using the platen, a message displays when the next original is required. Position the next original and press **[Start]**.

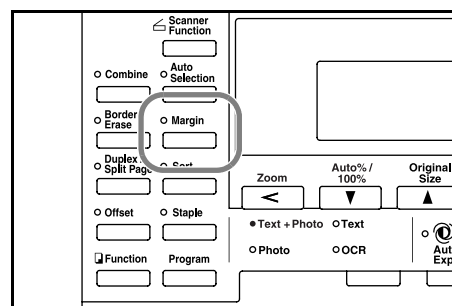
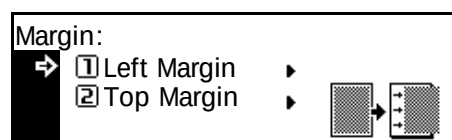
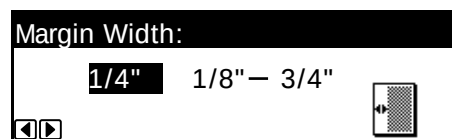


When all originals have been scanned, press **[Enter]**.

Margin Mode

The image of the original can be shifted to make a margin (blank) space at the left or top side of the copy. You can set the width of each margin to 1/8" to 3/4" in 1/8" increments (1 mm to 18 mm in 1 mm increments).

NOTE: To set the default value for *Margin Width*, refer to *Margin Width Default Value*, on page 3-11.

1 Position the original and press **[Margin]**.**2** Press **▲** or **▼** to select *Left Margin* or *Top Margin* and press **[Enter]**.**3** Press **<** or **>** to select the *Margin Width*, 1/8" to 3/4" in 1/8" increments (1 mm to 18 mm in 1 mm increments) can be selected.

Press **[Enter]**.

4 Press **[Start]**. Copying commences.

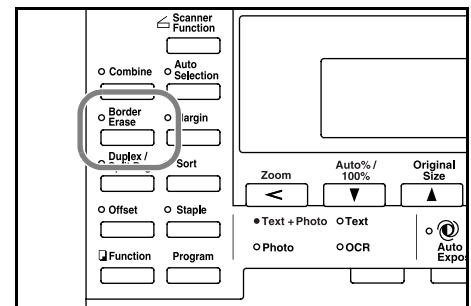
Border Erase Mode

Shadows that appear around the edges of copies can be erased. The following modes are available:

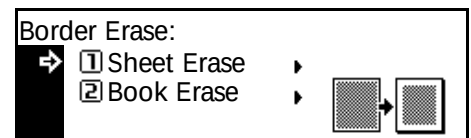
Mode	Description
Sheet Erase	Use this mode to erase shadows which appear when using sheet originals. You can set the width of the border to be erased from 1/8" to 3/4" in 1/8" increments (1 mm to 18 mm in 1 mm increments).
Book Erase	Use this mode to produce clean copies from a thick book. You can set the width of the border to be erased from 1/8" to 3/4" in 1/8" increments (1 mm to 18 mm in 1 mm increments).

NOTE: To set the default value for *Border Erase* width, refer to *Border Erase Width Default Value*, on page 3-12.

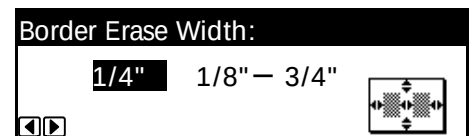
- 1 Position the original and press **[Border Erase]**.



- 2 Press **▲** or **▼** to select *Sheet Erase* or *Book Erase* and press **[Enter]**.



- 3 Press **<** or **>** to set the *Border Erase Width*, 1/8" to 3/4" in 1/8" increments (1 mm to 18 mm in 1 mm increments) can be selected.



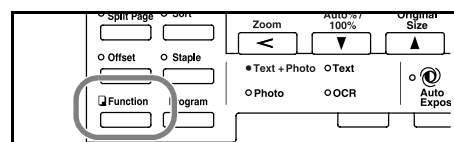
Press **[Enter]**.

- 4 Press **[Start]**. Copying commences.

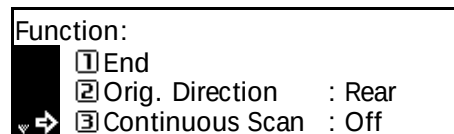
Continuous Scan

Using *Continuous Scan*, originals can be scanned individually or in blocks but still be processed as a single job. The originals are scanned into the machine's memory until all the originals have been scanned, copies are then made.

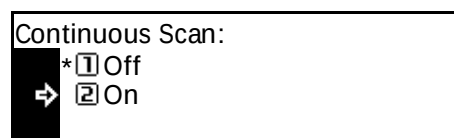
- 1 Position the first original(s) and press **[Function]**.



- 2 Press **▲** or **▼** to select *Continuous Scan* and press **[Enter]**.



- 3 Press **▲** or **▼** to select *On* and press **[Enter]**.

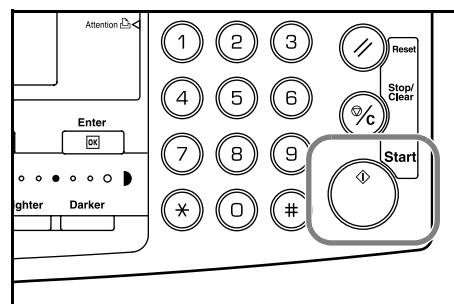


- 4 Press **▲** or **▼** to select *End* and press **[Enter]**.

- 5 Press **[Start]**.
Position the next original(s) and press **[Start]**. Repeat the procedure to scan the remaining originals.

When all originals have been scanned, press **[Enter]**.

Copying commences.



Auto Rotation

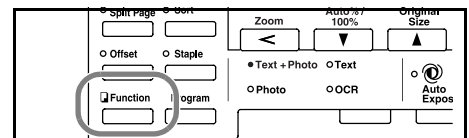
Use *Auto Rotation* to automatically rotate images counterclockwise by 90 degrees, if the orientation of the original is different to the paper loaded in the cassette.

NOTE: To enable *Auto Rotation* as the default setting, refer to *Auto Rotation Copy*, on page 3-11.

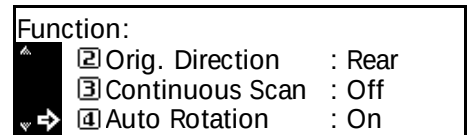
The paper sizes that can be used for *Auto Rotation* are A4, 11 × 8 1/2" or smaller sizes

NOTE: A3, B4, Folio, 11 × 17" (Ledger) or 8 1/2 × 14" (Legal) cannot be used for *Auto Rotation*.

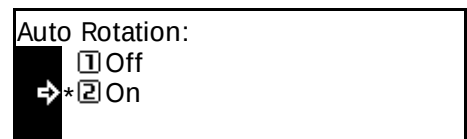
- 1 Position the first original(s) and press **[Function]**.



- 2 Press ▲ or ▼ to select *Auto Rotation* and press **[Enter]**.



- 3 Press ▲ or ▼ to select *On* and press **[Enter]**.

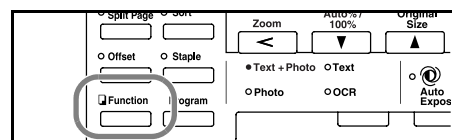


EcoPrint Mode

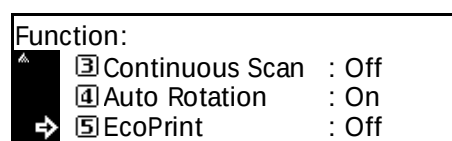
Ecoprint mode reduces toner consumption. Use this mode when high quality copies are not necessary, for example, for draft copies.

NOTE: The copy exposure will be a little lighter.
To set the *EcoPrint* mode as the default setting, refer to *EcoPrint Mode*, on page 3-4.

- 1 Position the first original(s) and press **[Function]**.



- 2 Press **▲** or **▼** to select *EcoPrint* and press **[Enter]**.



- 3 Press **▲** or **▼** to select *On* and press **[Enter]**.



Auto Selection Mode

If using the optional *Document Processor*, *Auto Selection* mode enables the machine to detect each original size and produce copies on the same size paper as the original.

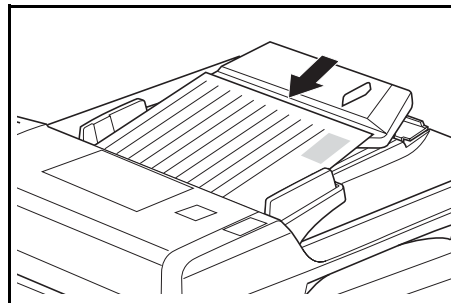
NOTE: The maximum number of sheets that can be loaded in the *Document Processor* in this mode is 30.

The following original sizes can be used in *Auto Selection* mode:

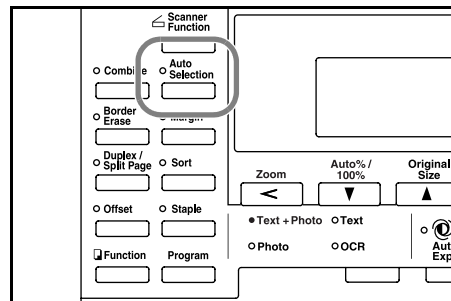
- Inch Specification — 11 × 8 1/2" and 11 × 17" (Ledger) or 8 1/2 × 14" (Legal) and 8 1/2 × 11" (Letter)
- Metric Specification — A3 and A4, folio and A4R, or B4 and B5.

The original width must be the same.

- 1 Load the originals in the *Document Processor*.



- 2 Press **[Auto Selection]**.



- 3 Press **[Start]**. Copying commences.

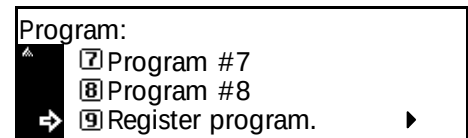
Program Function

Up to eight combinations of copy modes and functions displayed on the operation panel can be registered as a single program.

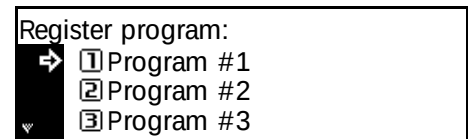
Registering a Program

- 1 Select the copy options to be registered (for example 5 copies, *Sort*, *Margin*) and press **[Program]**.

- 2 Press ▲ or ▼ to select *Register program* and press **[Enter]**.



- 3 Press ▲ or ▼ to select the program number required (1 to 8) and press **[Enter]**.



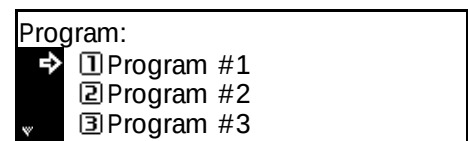
The program is registered.

NOTE: You can also select the program number using a numeric key.

Using a Program

- 1 Press **[Program]**.

- 2 Press ▲ or ▼ to select the program number required and press **[Enter]**.



NOTE: You can also select the program number using a numeric key.

- 3 Position the originals and press **[Start]**.

Copies are produced using the settings registered in the program.

2 Printer Settings

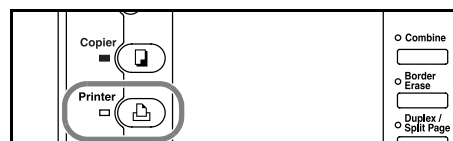
This section explains how to change settings which are required for the printer functions of the machine.

• Status Page	2-2
• e-MPS Function.....	2-3
• Interface	2-11
• Emulation	2-18
• Font	2-21
• Print Configuration.....	2-26
• Print Quality	2-31
• Memory Card Operation.....	2-34
• Hard Disk Operation.....	2-40
• RAM Disk Operation.....	2-41
• Paper Handling.....	2-44
• Other Printer Settings.....	2-48

Status Page

The printer default settings, the memory capacity, and other details are printed on the *Status Page*.

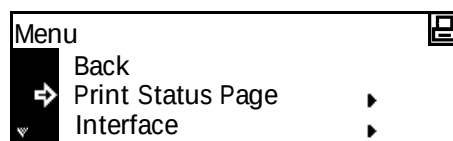
1 Press **[Printer]**.



2 Press **▲** or **▼** to select *MENU* and press **[Enter]**.

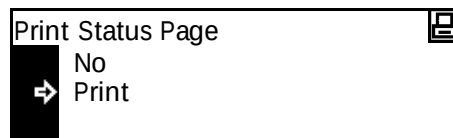


3 Press **▲** or **▼** to select *Print Status Page* and press **[Enter]**.



4 Press **▲** or **▼** to select *Print* and press **[Enter]**.

The *Status Page* is printed.



e-MPS Function

The following settings are available:

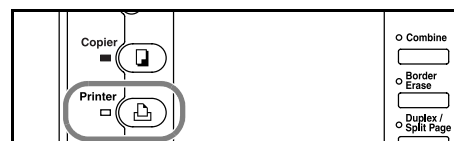
- Quick Copy/Proof-and-Hold
- Private Print/Stored Job
- Virtual Mailbox
- Virtual Mailbox List
- Code Job List
- e-MPS Detail Settings

NOTE: To use the e-MPS functions, the optional *Hard Disk* must be installed. For details on e-MPS, refer to the *KX Printer Driver Operation Guide*.

NOTE: If the *RAM Disk Operation* (refer to page 2-41) is switched On, the e-MPS function can still be used for *Proof-and-hold* and *Private Print* jobs.

Access e-MPS

- 1** Press **[Printer]**.



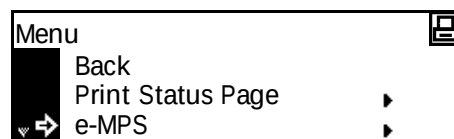
- 2** Press **▲** or **▼** to select **MENU** and press **[Enter]**.



- 3** Press **▲** or **▼** to select **e-MPS** and press **[Enter]**.

The e-MPS screen displays.

Select the options required.



Quick Copy/Proof-and-Hold

Quick Copy and *Proof-and-hold* are selected from the printer driver.

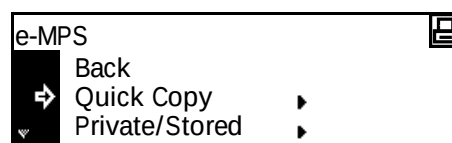
When a *Quick Copy* job is received, the machine stores it in memory until the user enters the number of copies required and prints the job.

When a *Proof-and-hold* job is received, the machine prints one set and then stores the job in memory. The user can check the proof, change the number of copies if required and print the remaining sets.

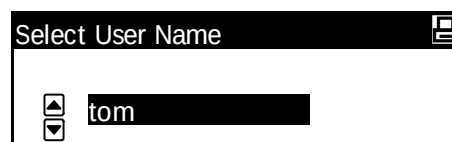
NOTE: For information about the printer driver options, refer to the *KX Printer Driver Operation Guide*.

1 Access *e-MPS*, refer to *Access e-MPS*, on page 2-3.

2 Press ▲ or ▼ to select *Quick Copy* and press [Enter].



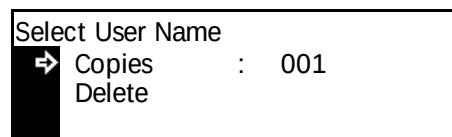
3 Press ▲ or ▼ to select the user name specified by the printer driver and press [Enter].



4 Press ▲ or ▼ to select the job name specified by the printer driver and press [Enter].



5 Use the numeric keys to enter the number of copies and press [Enter].



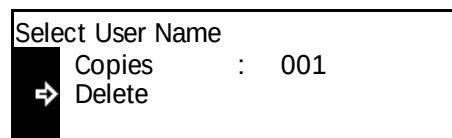
Printing commences.

Deleting Quick Copy/Proof-and-Hold

Quick copy/proof-and-hold jobs stored in memory are deleted automatically when the power is switched off. Use the following instructions to delete a job manually.

1 Select the job to delete, refer to *Quick Copy/Proof-and-Hold*, on page 2-4.

2 Press ▲ or ▼ to select *Delete* and press [Enter].

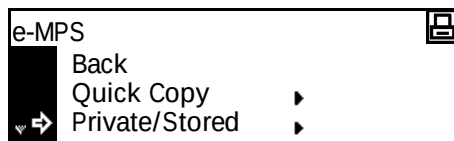
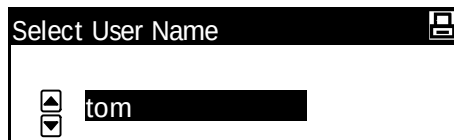
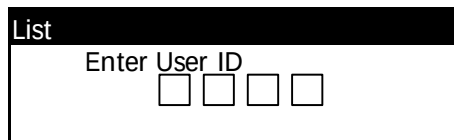
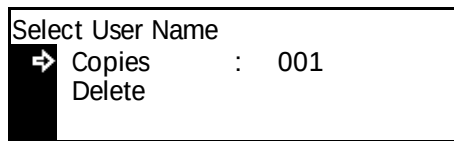


Private Print/Stored Job

If *Private* is selected on the printer driver, the user enters a 4-digit access code prior to sending the job. The job is then held in memory until the user enters the same 4-digit access code to enable the job to print. The data is cleared after printing.

If *Stored* job is selected, there is no restriction on access. The job is printed and then stored in memory.

NOTE: For information about the printer driver options, refer to the *KX Printer Driver Operation Guide*.

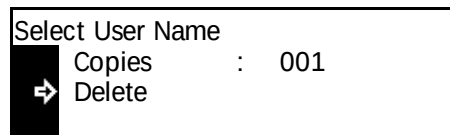
- 1 Display the e-MPS screen, refer to *Access e-MPS*, on page 2-3.
 - 2 Press ▲ or ▼ to select *Private/ Stored* and press [Enter].
 
 - 3 Press ▲ or ▼ to select the user name specified by the printer driver and press [Enter].
 
 - 4 Press ▲ or ▼ to select the job name specified by the printer driver and press [Enter].
 
 - 5 Use the numeric keys to enter the 4-digit access code specified on the printer driver and press [Enter].
 
 - 6 Use the numeric keys to enter the number of copies and press [Enter].
 
- Printing commences.

Deleting Private Print/Stored Job

Each stored job can be deleted manually as shown below:

1 Select the job to delete, refer to *Private Print/Stored Job*, on page 2-5.

2 Press ▲ or ▼ to select *Delete* and press [Enter].



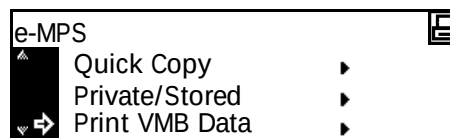
Virtual Mailbox

Virtual Mailbox is selected from the printer driver and is used to store jobs on the machine. A job will remain in a *Virtual Mailbox* until the 5-digit access code (set using *KM-NET Printer Disk Manager*) is entered to enable the job to print. When the job is printed the data is deleted from the mailbox.

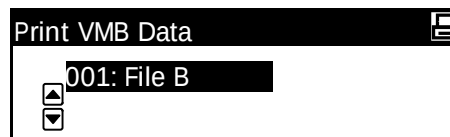
NOTE: For information about the printer driver options, refer to the *KX Printer Driver Operation Guide*.

1 Display the e-MPS screen, refer to *Access e-MPS*, on page 2-3.

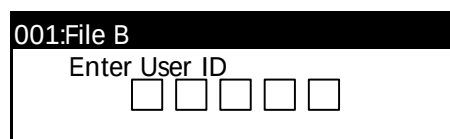
2 Press ▲ or ▼ to select *Print VMB Data* and press [Enter].



3 Press ▲ or ▼ to select the mailbox to print and press [Enter].



4 Use the numeric keys to enter the five-digit access code set with the *KM-NET Printer Disk Manager*, press [Enter].



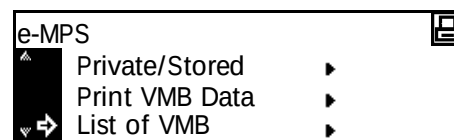
Printing starts. Once printing is complete, the document data in the mailbox is deleted.

Virtual Mailbox List

A list can be printed which shows the current *Virtual Mailbox* numbers, the data stored in a mailbox, the size of data stored and other information.

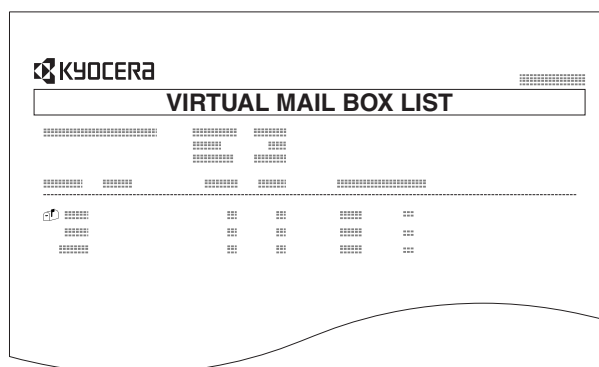
1 Display the e-MPS screen, refer to *Access e-MPS, on page 2-3*.

2 Press ▲ or ▼ to select *List of VMB* and press [Enter].



3 Press ▲ or ▼ to select *Print* and press [Enter].

The virtual mailbox list is printed.

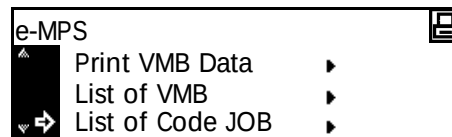


Code Job List

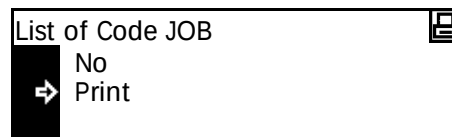
Permanent code jobs in the hard disk can be printed.

1 Display the e-MPS screen, refer to *Access e-MPS, on page 2-3*.

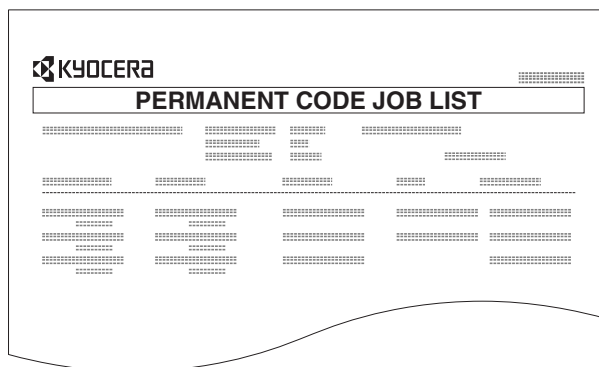
2 Press ▲ or ▼ to select *List of code JOB* and press [Enter].



3 Press ▲ or ▼ to select *Print* and press [Enter].



The code job list is printed.



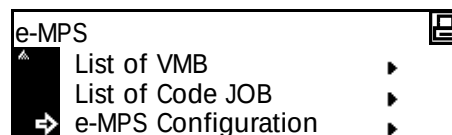
e-MPS Detail Settings

The e-MPS settings such as the maximum number of documents that can be stored on the hard disk and the capacity assigned to each function, can be changed.

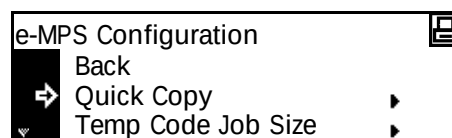
Maximum Number - Quick Copy Jobs

1 Display the e-MPS screen, refer to *Access e-MPS*, on page 2-3.

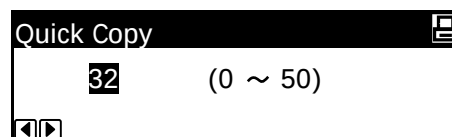
2 Press ▲ or ▼ to select *e-MPS Configuration* and press [Enter].



3 Press ▲ or ▼ to select *Quick Copy* and press [Enter].



4 Press < or > to select the maximum number of jobs that can be stored, 0 to 50 can be selected. Press [Enter].

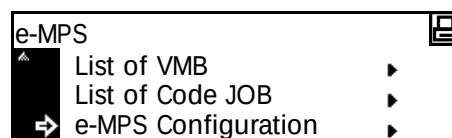


Total Capacity - Temporary Code Jobs

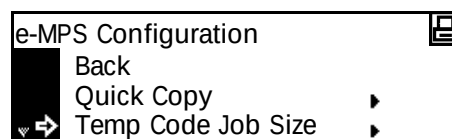
Use to set the total capacity for storage of temporary code jobs on the hard disk.

1 Display the e-MPS screen, refer to *Access e-MPS*, on page 2-3.

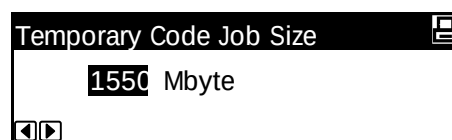
2 Press ▲ or ▼ to select *e-MPS Configuration* and press [Enter].



3 Press ▲ or ▼ to select *Temp Code Job Size* and press [Enter].



4 Press < or > to select the capacity for storage of temporary code jobs, 0 to 9999 MB can be selected. Press [Enter].



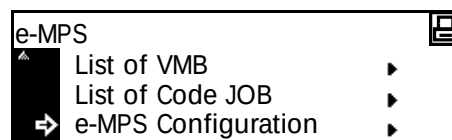
NOTE: The actual maximum size is the size of available hard disk space.

Total Capacity - Permanent Code Jobs

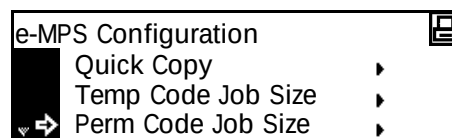
Use to set the total capacity for storage of permanent code jobs on the hard disk.

1 Display the *e-MPS* screen, refer to *Access e-MPS, on page 2-3*.

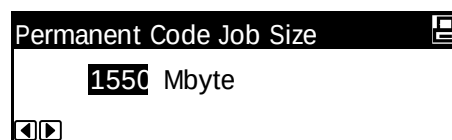
2 Press ▲ or ▼ to select *e-MPS Configuration* and press [Enter].



3 Press ▲ or ▼ to select *Perm Code Job Size* and press [Enter].



4 Press < or > to select the total capacity for storage of permanent code jobs, 0 to 9999 MB can be selected. Press [Enter].



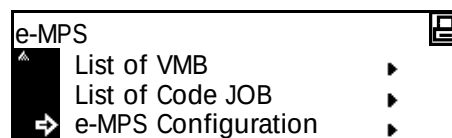
NOTE: The actual maximum size is the size of available hard disk space.

Total Capacity - Virtual Mailboxes

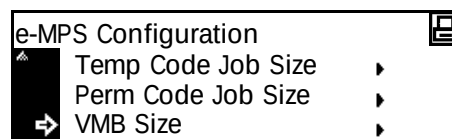
Use to set the total capacity for storage of virtual mailboxes on the hard disk.

1 Display the *e-MPS* screen, refer to *Access e-MPS, on page 2-3*.

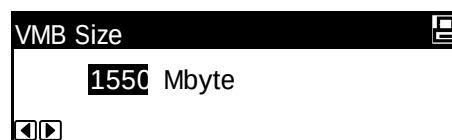
2 Press ▲ or ▼ to select *e-MPS Configuration* and press [Enter].



3 Press ▲ or ▼ to select *VMC Size* and press [Enter].



4 Press < or > to select the capacity for storage of virtual mailboxes (VMC), 0 to 9999 MB can be selected. Press [Enter].



NOTE: The actual maximum size is the size of available hard disk space.

Interface

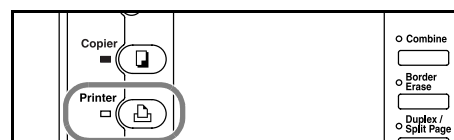
This machine is equipped with a parallel, USB and network interface as standard.

The following settings are available:

- Parallel Interface
- Network Setting
- IP Address Setting
- Subnet Mask Setting
- Default Gateway
- Network Status Page Printing

Access the Interface Screen

- 1** Press **[Printer]**.

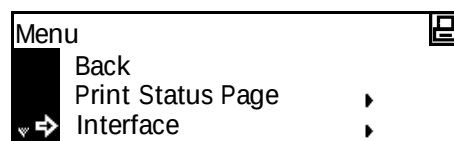


- 2** Press **▲** or **▼** to select **MENU** and press **[Enter]**.



- 3** Press **▲** or **▼** to select **Interface** and press **[Enter]**.

Setup the options required.



Parallel Interface

The parallel interface supports bi-directional/high-speed mode. The transmission/reception modes that can be set are shown below.

Mode	Description
Auto	The printer automatically changes its communication mode according to the connected computer. We recommend you leave this setting unchanged.
Normal	The printer uses the standard communication method prescribed for <i>Centronics</i> interfaces.
High speed	This mode enables faster data transmission between the printer and the computer. Select this mode if printing problems occur when the printer is connected to a workstation.

Mode	Description
Nibble (high)	High speed data communication is used in compliance with the IEEE 1284 standard.

NOTE: Use a parallel interface cable that complies with the IEEE 1284 standard.

- 1 Display the *Interface* screen, refer to *Access the Interface Screen*, on page 2-11.
- 2 Press ▲ or ▼ to select *Parallel* and press [Enter].
 
- 3 Press ▲ or ▼ to select the transmission/reception mode required and press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

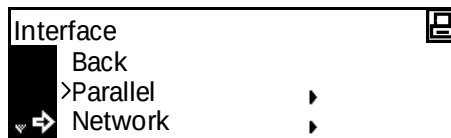
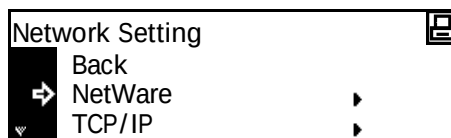
Network Setting

To perform network printing, network setup is required. This section describes the tasks required for using the network function.

NOTE: Before setting the *IP Address*, ask your *Network Administrator* to obtain the address and prepare it.

NetWare

Set this option to *On* if connecting to a *NetWare* network.

- 1 Display the *Interface* screen, refer to *Access the Interface Screen*, on page 2-11.
- 2 Press ▲ or ▼ to select *Network* and press [Enter].
 
- 3 Press ▲ or ▼ to select *NetWare* and press [Enter].
 

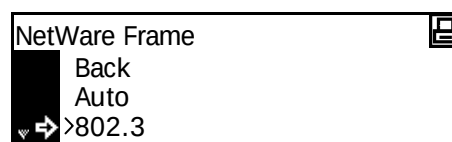
- 4** Press ▲ or ▼ to select *On* or *Off* and press **[Enter]**. If *On* is selected, *Change #* displays.



- 5** Press ▲ or ▼ to select *Change #* and press **[Enter]**.



- 6** Press ▲ or ▼ to select the frame mode and press **[Enter]**.



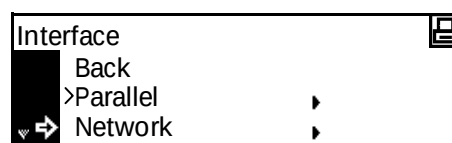
- 7** Press **[Reset]**. The *Printer Basic* screen displays.

EtherTalk

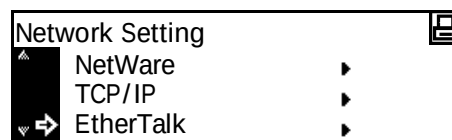
Set this option to *On* if connecting to an Apple Macintosh computer.

- 1** Display the *Interface* screen, refer to *Access the Interface Screen*, on page 2-11.

- 2** Press ▲ or ▼ to select *Network* and press **[Enter]**.



- 3** Press ▲ or ▼ to select *EtherTalk* and press **[Enter]**.



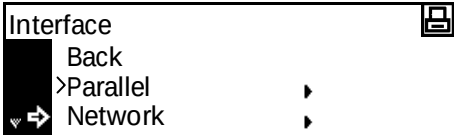
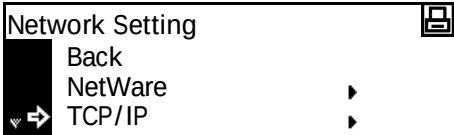
- 4** Press ▲ or ▼ to select *On* and press **[Enter]**.



- 5** Press **[Reset]**. The *Printer Basic* screen displays.

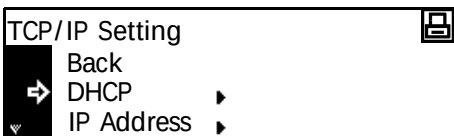
TCP/IP

Set this option to *On* if connecting to a *Windows* network via *TCP/IP*.

- 1 Display the *Interface* screen, refer to *Access the Interface Screen*, on page 2-11.
- 2 Press ▲ or ▼ to select *Network* and press [Enter].
 
- 3 Press ▲ or ▼ to select *TCP/IP* and press [Enter].
 
- 4 Press ▲ or ▼ to select *On* and press [Enter].
 

DHCP

Set this option to *On* if using *DHCP* (*Dynamic Host Configuration Protocol*).

- 1 Display the *TCP/IP* screen, refer to *TCP/IP*, on page 2-14.
- 2 Press ▲ or ▼ to select *Change #* and press [Enter].
 
- 3 Press ▲ or ▼ to select *DHCP* and press [Enter].
 
- 4 Press ▲ or ▼ to select *On* and press [Enter].
 

IP Address Setting

Use the following procedure to register an *IP Address* to the machine. Check with your network administrator before performing this procedure.

If you use the following procedure to register the *IP Address* manually, ensure *DHCP* is *Off* and *TCP/IP* is *On*.

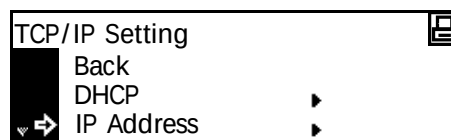
NOTE: Any changes made to network settings become valid after you power the machine off and on again.

1 Display the *TCP/IP* screen, refer to *TCP/IP*, on page 2-14.

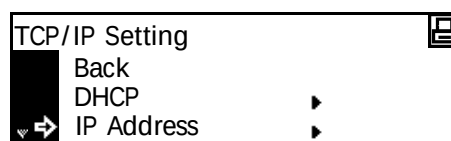
2 Press ▲ or ▼ to select *Change #* and press [Enter].



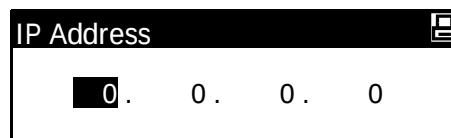
3 Press ▲ or ▼ to select *IP Address* and press [Enter].



4 Press ▲ or ▼ to select *IP Address* and press [Enter].

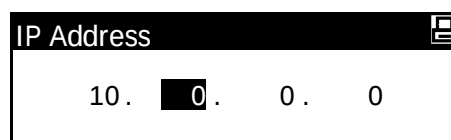


5 Use the keypad to enter the address. Enter the first segment of the *IP Address* in the highlighted area and press [#].



6 Enter the next segment and press [#].

Enter the remaining segments using the same procedure.



Press [Enter] when the entire address has been entered.

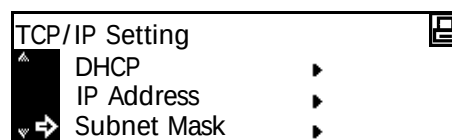
Subnet Mask Setting

Continue from the previous Step 6 to register the *Subnet Mask* address.

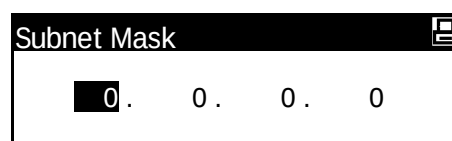
NOTE: If you are not sure of the appropriate *Subnet Mask* address, contact your Network Administrator.

1 Display the *TCP/IP Setting* screen.

2 Press ▲ or ▼ to select *Subnet Mask* and press [Enter].



3 Enter the *Subnet Mask* address using the same procedure used for the *IP Address* in steps 8 - 9 of *IP Address Setting*.



Press [Enter] when the entire address has been entered.

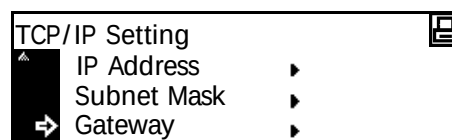
Default Gateway

Continue from the previous Step 3 to register the *Default Gateway*.

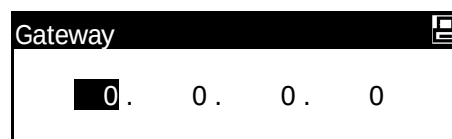
NOTE: If you are not sure of the appropriate *Default Gateway* address, contact your Network Administrator.

1 Access the *TCP/IP Setting* screen.

2 Press ▲ or ▼ to select *Gateway* and press [Enter].



3 Enter the *Gateway* address using the same procedure used for the *IP Address* in steps 8 - 9 of *IP Address Setting*.



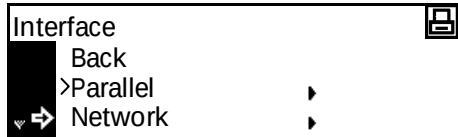
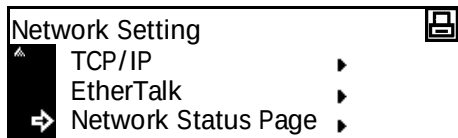
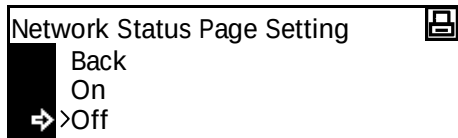
Press [Enter] when the entire address has been entered.

4 When you have entered all the network settings, press [Reset].

The *Printer Basic* screen displays.

Network Status Page Printing

When printing the *Status Page*, you can also print the *network status page* in succession.

- 1 Display the *Interface* screen, refer to *Access the Interface Screen*, on page 2-11.
- 2 Press ▲ or ▼ to select *Network* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Network Status Page* and press [Enter].
 
- 4 Press ▲ or ▼ to select *On* or *Off* and press [Enter].
 
- 5 Press [Reset]. The *Printer Basic* screen displays.

Emulation

The following settings are available:

- Emulation Mode Selection
- KC-GL Pen Thickness
- KPDL Error Printing
- KPDL (AUTO) Alternative Emulation Selection

NOTE: You can set the emulation for each interface.

Emulation Mode Selection

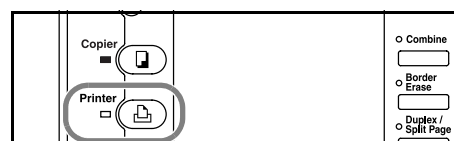
Emulation modes that can be used with this machine: *PCL6, KC-GL, KDPL, KDPL (AUTO), Line Printer, IBM Proprinter, Diablo 630, EPSON LQ-850*

If you set *KC-GL*, you can set the thickness of the pen and page size.

If you set *KPDL (AUTO)*, switching between *KPDL* and an alternative emulation mode will be automatically performed according to the print data.

If you set *KPDL* or *KPDL (AUTO)*, the details of any error that occurs during printing can be printed.

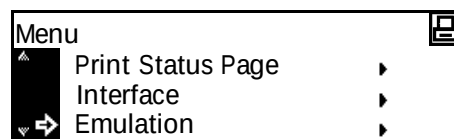
1 Press **[Printer]**.



2 Press **▲** or **▼** to select *MENU* and press **[Enter]**.



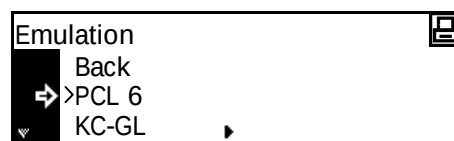
3 Press **▲** or **▼** to select *Emulation* and press **[Enter]**.



4 Press **▲** or **▼** to select the interface and press **[Enter]**.



5 Press **▲** or **▼** to select the emulation mode and press **[Enter]**.



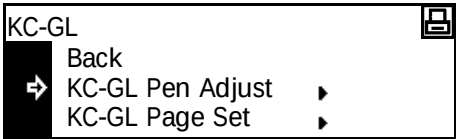
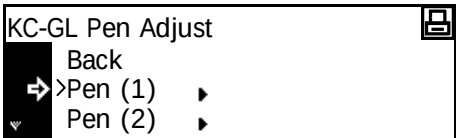
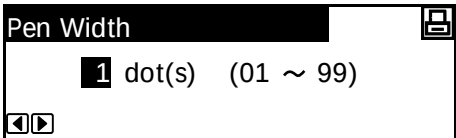
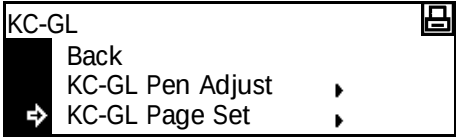
If you have selected *KC-GL*, refer to *KC-GL Pen Thickness*, on page 2-19.

If you have selected *KPDL* or *KPDL (AUTO)*, refer to *KPDL Error Printing*, on page 2-20.

If you have selected *KPDL (AUTO)*, refer to *KPDL (AUTO) Alternative Emulation Selection*, on page 2-20.

KC-GL Pen Thickness

If you have selected *KC-GL* emulation, you can set the thicknesses of the eight pens and the page size. Continue the procedure from step 5 of *Emulation Mode Selection* to setup.

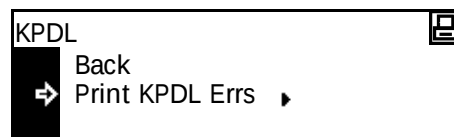
- 1 Press ▲ or ▼ to select *KC-GL Pen Adjust* and press [Enter].

 - 2 Press ▲ or ▼ to select the pen required and press [Enter].

 - 3 Press < or > to select the thickness (number of dots) and press [Enter].

 - 4 Press ▲ or ▼ to select *Back* and press [Enter].
 - 5 Press ▲ or ▼ to select *KC-GL Page Set* and press [Enter].

 - 6 Press ▲ or ▼ to select the page size and press [Enter].

- NOTE:** SPSZ is the size specified with the PRESCRIBE SPSZ command. For details of the PRESCRIBE commands, refer to the *PRESCRIBE Command Reference Manual*.
- 7 Press [Reset]. The *Printer Basic* screen displays.

KPDL Error Printing

The details of any error that occurs during printing in the *KPDL* emulation mode can be printed. Continue the procedure from step 5 of *Emulation Mode Selection* to set up.

- 1 Press ▲ or ▼ to select *Print KPDL Errs* and press [Enter].
If *On* is selected, the details of any error will be printed.



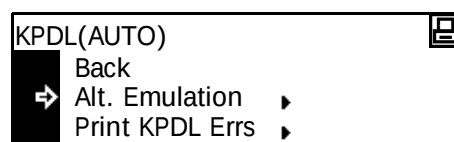
- 2 Press [Reset]. The *Printer Basic* screen displays.

KPDL (AUTO) Alternative Emulation Selection

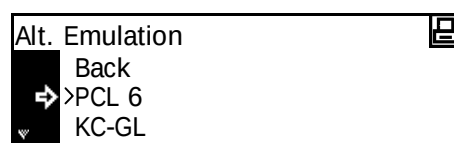
If you set *KPDL (AUTO)*, switching between *KPDL* and an alternative emulation mode will be automatically performed according to print data. Continue the procedure from step 5 of emulation mode selection to setup.

Available emulation modes: *PCL6*, *KC-GL*, *Line Printer*, *IBM Proprinter*, *DIABLO 630*, *EPSON LQ-850*

- 1 Press ▲ or ▼ to select *Alt. Emulation* and press [Enter].



- 2 Press ▲ or ▼ to select the emulation mode and press [Enter].



- 3 Press [Reset]. The *Printer Basic* screen displays.

Font

You can select the default *Font* for the current interface. The default *Font* can be one of the internal fonts or a font stored in the optional *Memory Card*.

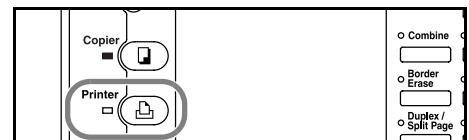
The following settings are available:

- Font Selection
- Font Size
- Courier/Letter Gothic Font Character Pitch
- Courier/Letter Gothic Thickness
- Code Set
- Printing a Font List

NOTE: You can set the font for each interface.

Access the Font Screen

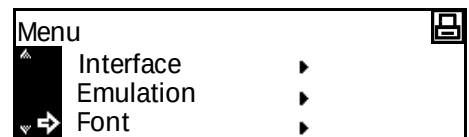
- 1** Press **[Printer]**.



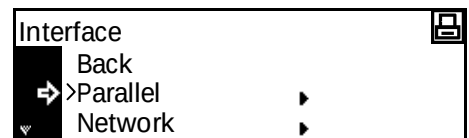
- 2** Press **▲** or **▼** to select *MENU* and press **[Enter]**.



- 3** Press **▲** or **▼** to select *Font* and press **[Enter]**.



- 4** Press **▲** or **▼** to select the interface to set and press **[Enter]**.



The *Font* screen displays.

Select the options required.

Font Selection

NOTE: If optional fonts as well as internal fonts are stored on the machine, a screen for selecting *Internal* font or *Option* font displays. Press ▲ or ▼ to select the font to set.

1 Display the *Font* screen, refer to *Access the Font Screen*, on page 2-21.

2 Press ▲ or ▼ to select *Select Font* and press [Enter].



3 Press ▲ or ▼ to select the *Font ID* and press [Enter].



The font number displays.

Characters displayed before font numbers indicate the following items.

Display	Description
I	Internal font
S	Downloaded fonts
M	Fonts in memory card
H	Fonts in RAM disk or optional hard disk
O	Fonts in optional ROM

4 Press < or > to select the font number and press [Enter]. For internal font numbers, refer to *Printing a Font List*, on page 2-25.

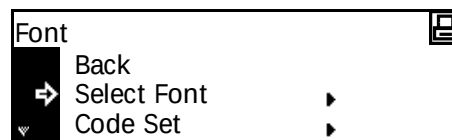
5 Press [Reset]. The *Printer Basic* screen displays.

Font Size

If you have selected a proportional font as the default font, you can set the font size. If you have selected the *Courier* font or the *Letter Gothic* font as the default font, only the *Character Pitch* setting displays.

1 Display the *Font* screen, refer to *Access the Font Screen*, on page 2-21.

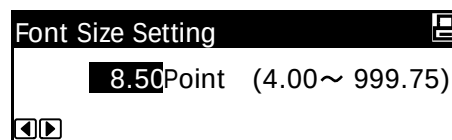
2 Press ▲ or ▼ to select *Select Font* and press [Enter].



3 Press ▲ or ▼ to select *Detail* and press [Enter].



4 Press < or > to select the character size, 4.00 to 999.75 point can be selected. Press [Enter].



5 Press [Reset]. The *Printer Basic* screen displays.

Courier/Letter Gothic Font Character Pitch

You can set the character pitch for the *Courier* or *Letter Gothic* font.

1 Display the *Font* screen, refer to *Access the Font Screen*, on page 2-21.

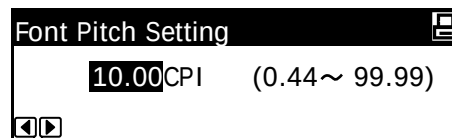
2 Press ▲ or ▼ to select *Select Font* and press [Enter].



3 Press ▲ or ▼ to select *Detail* and press [Enter].



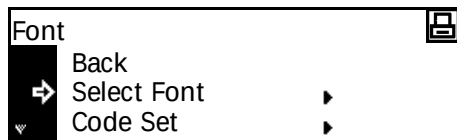
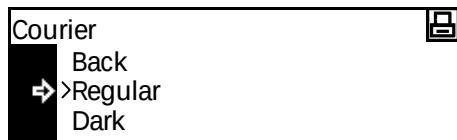
4 Press < or > to select the character pitch, 0.44 to 99.99 cpi can be selected. Press [Enter].



5 Press [Reset]. The *Printer Basic* screen displays.

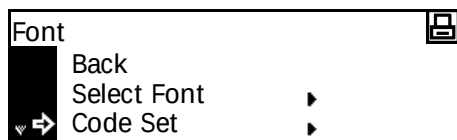
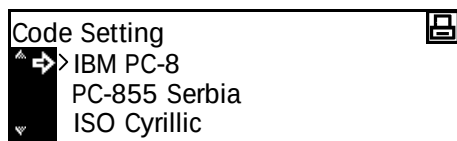
Courier/Letter Gothic Thickness

You can select the thickness of the *Courier* or *Letter Gothic* font from two types. An example of changing the *Courier* font thickness is described below.

- 1 Display the *Font* screen, refer to *Access the Font Screen*, on page 2-21.
- 2 Press ▲ or ▼ to select *Select Font* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Courier* and press [Enter].
 
- 4 Press ▲ or ▼ to select *Regular* or *Dark* and press [Enter].
 
- 5 Press [Reset]. The *Printer Basic* screen displays.

Code Set

With the *PCL6* emulation, you can select a code set.

- 1 Display the *Font* screen, refer to *Access the Font Screen*, on page 2-21.
- 2 Press ▲ or ▼ to select *Code Set* and press [Enter].
 
- 3 Press ▲ or ▼ to select the *Code Setting* and press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

Printing a Font List

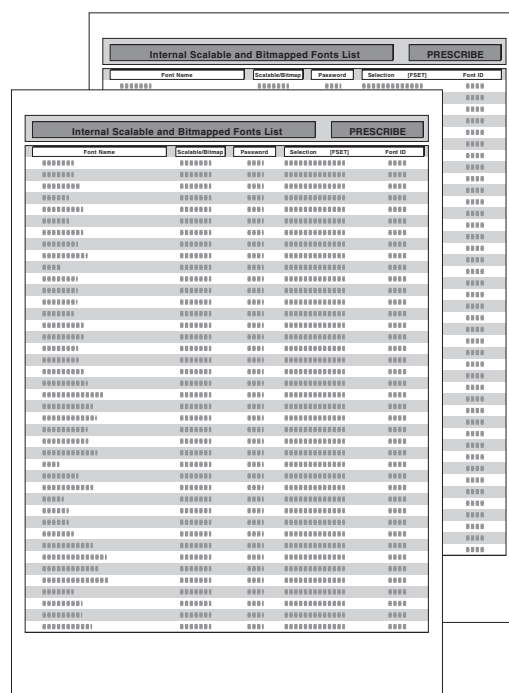
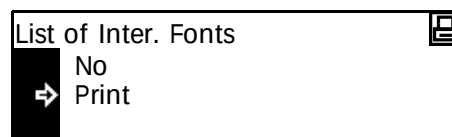
1 Display the *Font* screen, refer to *Access the Font Screen*, on page 2-21.

2 Press ▲ or ▼ to select *List of Inter. Fonts* and press [Enter].



NOTE: If optional fonts as well as internal fonts are stored on the machine, you can also select *List of Option Fonts*.

3 Press ▲ or ▼ to select *Print* and press [Enter]. The Font List is printed.



Print Configuration

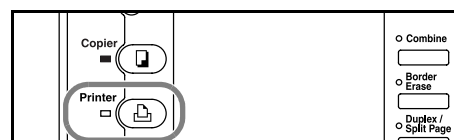
The following settings are available:

- Number of Copies
- Zoom
- Print Orientation
- Page Protect Mode
- Line Feed (LF) Action
- Carriage Return (CR) Action
- Wide A4

NOTE: You can set the print configuration for each interface.

Access the Page Set Screen

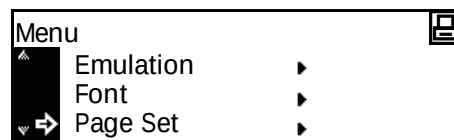
- 1** Press **[Printer]**.



- 2** Press **▲** or **▼** to select **MENU** and press **[Enter]**.



- 3** Press **▲** or **▼** to select **Page Set** and press **[Enter]**.



- 4** Press **▲** or **▼** to select the interface and press **[Enter]**.

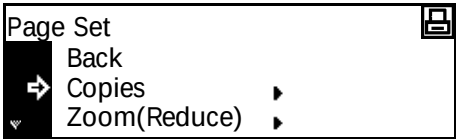


The *Page Set* screen displays.

Change the options required using the instructions starting on *page 2-27*.

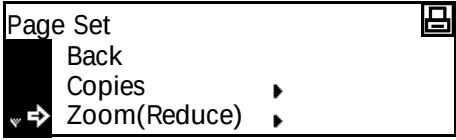
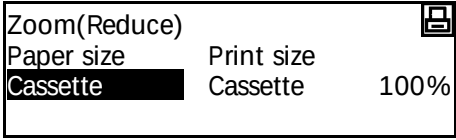
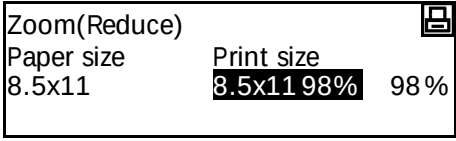
Number of Copies

You can set the number of copies to be printed, any number from 1 to 999 can be selected.

- 1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.
- 2 Press ▲ or ▼ to select *Copies* and press [Enter].
 
- 3 Press < or > to select the number of copies, 1 to 999 can be selected. Press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

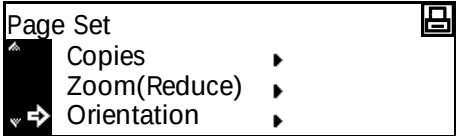
Zoom

If you specify the *Paper Size* (original size) and the *Output Size*, the machine reduces the image at a preset magnification ratio to print onto the specified *Output Size* paper.

- 1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.
- 2 Press ▲ or ▼ to select *Zoom (Reduce)* and press [Enter].
 
- 3 Press ▲ or ▼ to select the paper size and press >.
 
- 4 Press ▲ or ▼ to select the output size. The reduction ratio is automatically set and displayed. Press [Enter].
 
- 5 Press [Reset]. The *Printer Basic* screen displays.

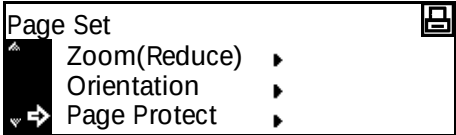
Print Orientation

You can select the *Print Orientation* from *Portrait* and *Landscape*.

- 1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.
- 2 Press ▲ or ▼ to select *Orientation* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Portrait* or *Landscape* and press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

Page Protect Mode

To maintain the printer memory efficiently, the default setting of this mode is *Auto*. This menu is not usually displayed. If a print overrun error occurs due to insufficient printer memory, *Page Protect* is forcibly set to *On*. After the print overrun error occurs, reset this setting to *Auto*.

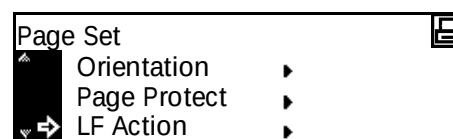
- 1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.
- 2 Press ▲ or ▼ to select *Page Protect* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Auto* and press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

Line Feed (LF) Action

Use to set the action taken by the machine when it receives a *Line Feed* code (0AH).

1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.

2 Press ▲ or ▼ to select *LF Action* and press [Enter].



3 Press ▲ or ▼ to select the action from *LF only*, *CR and LF*, and *Ignore LF*, and press [Enter].



- *LF only*: Performs a line feed.
- *CR and LF*: Performs a line feed and carriage return.
- *Ignore LF*: Does not perform a line feed.

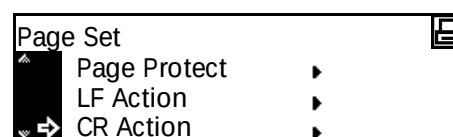
4 Press [Reset]. The *Printer Basic* screen displays.

Carriage Return (CR) Action

Use to set the action taken by the machine when it receives a *Carriage Return* code (0DH).

1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.

2 Press ▲ or ▼ to select *CR Action* and press [Enter].



3 Press ▲ or ▼ to select the action from *CR only*, *CR and LF*, and *Ignore CR*, and press [Enter].



- *CR only*: Performs a carriage return.
- *CR and LF*: Performs a carriage return and line feed.
- *Ignore CR*: Does not perform a carriage return.

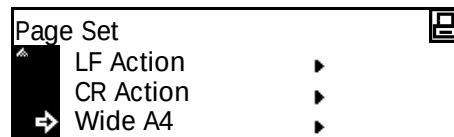
4 Press [Reset]. The *Printer Basic* screen displays.

Wide A4

The print area of A4 size can be enlarged.

1 Display the *Page Set* screen, refer to *Access the Page Set Screen*, on page 2-26.

2 Press ▲ or ▼ to select *Wide A4* and press **[Enter]**.



3 Press ▲ or ▼ to select *On* or *Off* and press **[Enter]**.



4 Press **[Reset]**. The *Printer Basic* screen displays.

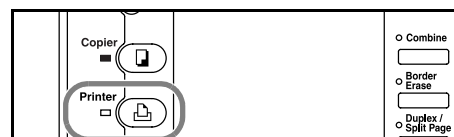
Print Quality

The following settings are available:

- KIR Mode
- EcoPrint
- Resolution
- Print Density

Access the Print Quality Screen

- 1 Press **[Printer]**.



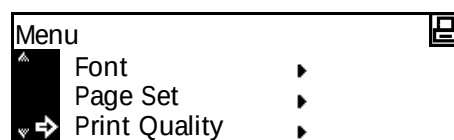
- 2 Press **▲** or **▼** to select *MENU* and press **[Enter]**.



- 3 Press **▲** or **▼** to select *Print Quality* and press **[Enter]**.

The *Print Quality* screen displays.

Select the options required.

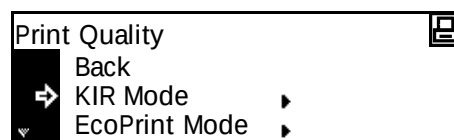


KIR Mode

Smoothing changes the print quality to 2400 dpi equivalent × 600 dpi.

- 1 Display the *Print Quality* screen, refer to *Access the Print Quality Screen*, on page 2-31.

- 2 Press **▲** or **▼** to select *KIR Mode* and press **[Enter]**.



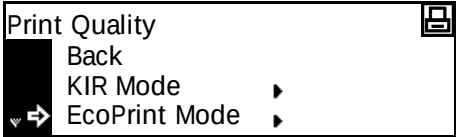
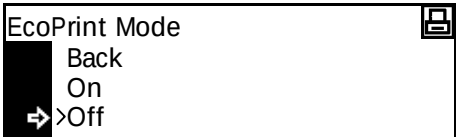
- 3 Press **▲** or **▼** to select *On* or *Off* and press **[Enter]**.



- 4 Press **[Reset]**. The *Printer Basic* screen displays.

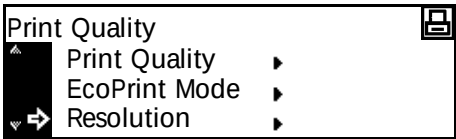
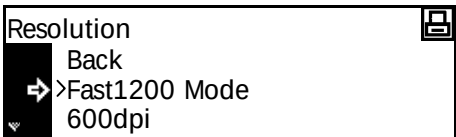
EcoPrint

EcoPrint mode allows printing with less toner consumption. Use this mode when high quality printing is not necessary, for example, for draft printing.

- 1 Display the *Print Quality* screen, refer to *Access the Print Quality Screen, on page 2-31*.
- 2 Press ▲ or ▼ to select *EcoPrint Mode* and press [Enter].
 
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

Resolution

With this machine, three types of resolution are available: *300 dpi*, *600 dpi*, and *Fast 1200 Mode*.

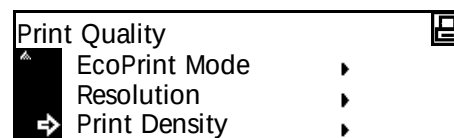
- 1 Display the *Print Quality* screen, refer to *Access the Print Quality Screen, on page 2-31*.
- 2 Press ▲ or ▼ to select *Resolution* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Fast 1200 Mode*, *600 dpi* or *300 dpi* and press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

Print Density

The print density can be set between five levels, 1 (light) to 5 (dark).

1 Display the *Print Quality* screen, refer to *Access the Print Quality Screen, on page 2-31*.

2 Press ▲ or ▼ to select *Print Density* and press **[Enter]**.



3 Press < or > to select the *Print Density* and press **[Enter]**.



4 Press **[Reset]**. The *Printer Basic* screen displays.

Memory Card Operation

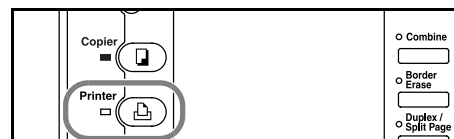
If the optional *Memory Card* is installed in this machine, *Read*, *Write* and *Delete* can be performed for different types of data.

The following options are available:

- Reading Font Data
- Reading Macro Data
- Reading Data
- Reading Program
- Writing Data
- Deleting Data
- Deleting Font Data
- Deleting Program Data
- Deleting Macro Data
- Deleting Language Data
- Formatting Memory Card
- Printing a Partition List

Access the Memory Card Screen

- 1** Press **[Printer]**.

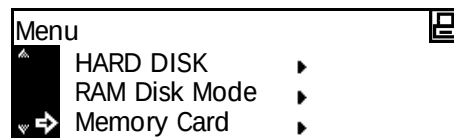


- 2** Press **▲** or **▼** to select *MENU* and press **[Enter]**.



- 3** Press **▲** or **▼** to select *Memory Card* and press **[Enter]**.

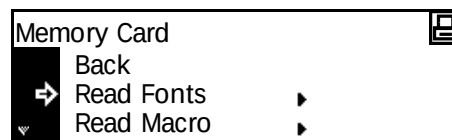
The *Memory Card* screen displays.



Select the options required.

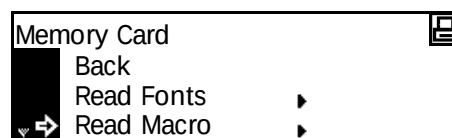
Reading Font Data

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Read Fonts* and press [Enter].
- 3 Press ▲ or ▼ to select *OK* and press [Enter].
Fonts are read from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.



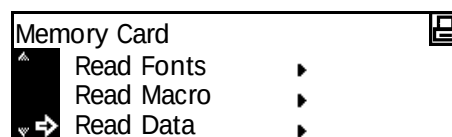
Reading Macro Data

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Read Macro* and press [Enter].
- 3 Press ▲ or ▼ to select *OK* and press [Enter]. Macros are read from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.



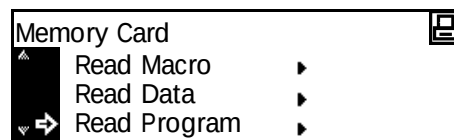
Reading Data

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Read Data* and press [Enter].
- 3 Press ▲ or ▼ to select the data to read and press [Enter].
The selected data is read from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.



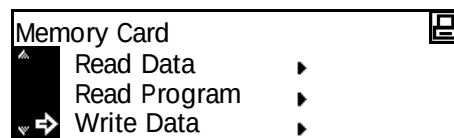
Reading Program

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Read Program* and press [Enter].
- 3 Press ▲ or ▼ to select the program to read and press [Enter].
The selected program is read from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.

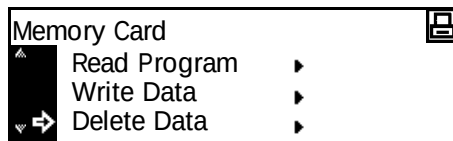


Writing Data

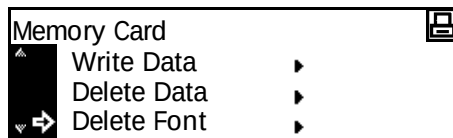
- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
 - 2 Press ▲ or ▼ to select *Write Data* and press [Enter].
 - 3 Press ▲ or ▼ to select *OK* and press [Enter]. *GO* and *CANCEL* display.
- NOTE:** If you select *CANCEL* and press [Enter], data is not written.
- 4 Send data from your computer to the machine.
When the data is received, the message display changes to *Processing data*. When reception is complete, the message display changes to *Waiting*.
 - 5 Press ▲ or ▼ to select *GO* and press [Enter].
The data is written to the *Memory Card*.



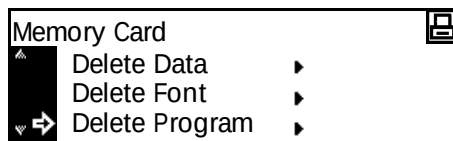
Deleting Data

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Delete Data* and press [Enter].
 
- 3 Press ▲ or ▼ to select the data to delete and press [Enter].
The selected data is deleted from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.

Deleting Font Data

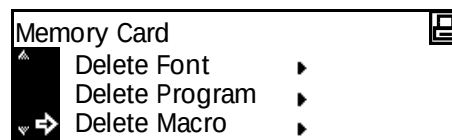
- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Delete Font* and press [Enter].
 
- 3 Press ▲ or ▼ to select the font to delete and press [Enter].
The selected font is deleted from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.

Deleting Program Data

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Delete Program* and press [Enter].
 
- 3 Press ▲ or ▼ to select the program to delete and press [Enter].
The selected program is deleted from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.

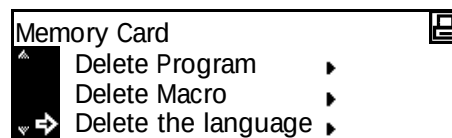
Deleting Macro Data

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Delete Macro* and press [Enter].
- 3 Press ▲ or ▼ to select the macro data to delete and press [Enter].
The selected macro data is deleted from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.



Deleting Language Data

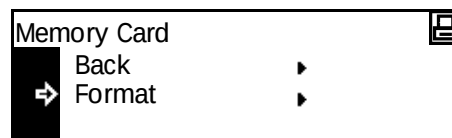
- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Delete the language* and press [Enter].
- 3 Press ▲ or ▼ to select the language data to delete and press [Enter].
The selected language data is deleted from the *Memory Card*.
- 4 Press [Reset]. The *Printer Basic* screen displays.



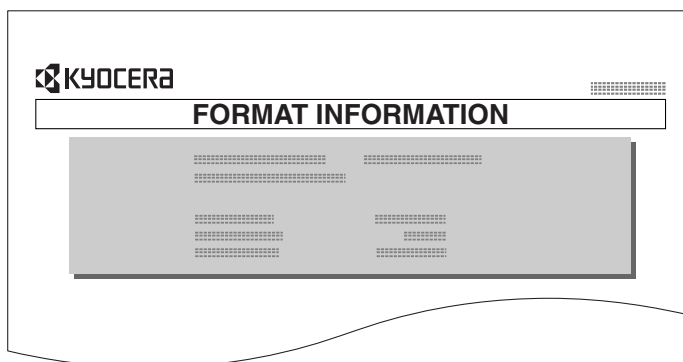
Formatting Memory Card

NOTE: Ensure the *Memory Card* is formatted using this machine. Any *Memory Card* formatted with other equipment cannot be used.

- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.
- 2 Press ▲ or ▼ to select *Format* and press [Enter].
- 3 Press ▲ or ▼ to select *OK* and press [Enter].



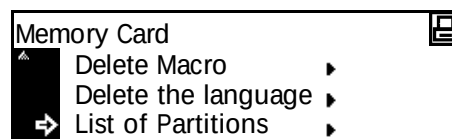
Formatting of the *Memory Card* starts. When formatting is complete, format information is printed.



Printing a Partition List

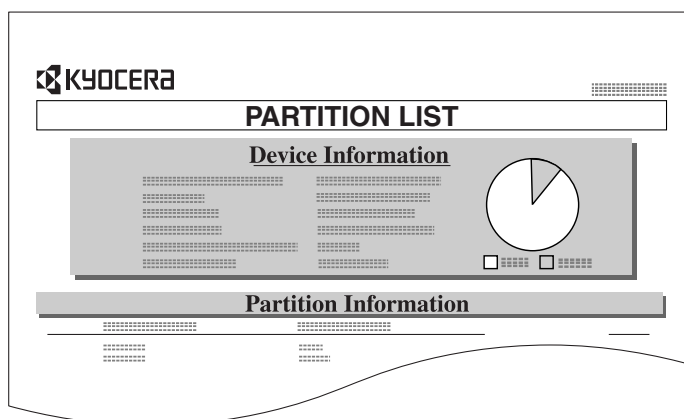
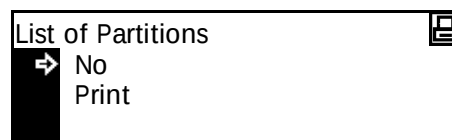
- 1 Display the *Memory Card* screen, refer to *Access the Memory Card Screen, on page 2-34*.

- 2 Press ▲ or ▼ to select *List of Partitions* and press [Enter].



- 3 Press ▲ or ▼ to select *Print* and press [Enter].

The partition list is printed.



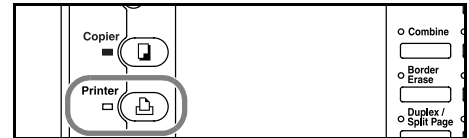
Hard Disk Operation

If the optional *Hard Disk* is installed in this machine, *Read*, *Write* and *Delete* can be performed for different types of data.

The *Hard Disk* can also be formatted and a *Partition List* printed.

Access Hard Disk

- 1 Press **[Printer]**.

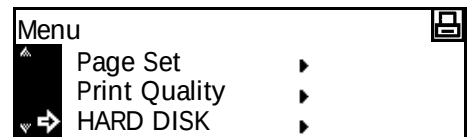


- 2 Press **▲** or **▼** to select *MENU* and press **[Enter]**.



- 3 Press **▲** or **▼** to select *HARD DISK* and press **[Enter]**.

The operation procedure for each item is the same as the *Memory Card* operation, refer to *Memory Card Operation*, on page 2-34.



RAM Disk Operation

RAM Disk Functions

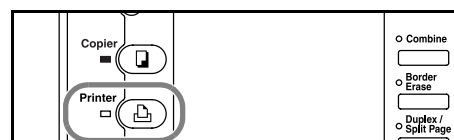
This machine is equipped with *RAM Disk* functions. The *RAM Disk* is a virtual disk unit that uses a part of the memory. If you assign a certain size of the memory to the *RAM Disk*, you can use it for electronic sorting (for reduction of total print time) and storage and reading of data. Also you can use the e-MPS function (refer to *page 2-3*).

IMPORTANT: Data written to the *RAM Disk* is deleted when the machine is reset or the main power is switched off (○).

The *RAM Disk* area is assigned from the user available memory. Consequently, printing speed may be lower or insufficient memory occurs depending on the *RAM Disk* setting value.

The *RAM Disk* functions are disabled as the default setting. To use the *RAM Disk* functions, setup as follows.

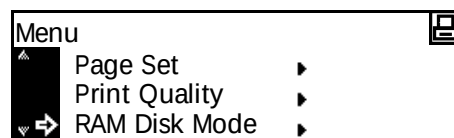
- 1** Press **[Printer]**.



- 2** Press **▲** or **▼** to select *MENU* and press **[Enter]**.

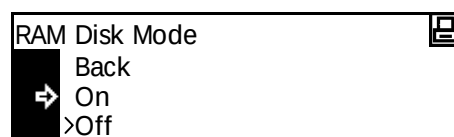


- 3** Press **▲** or **▼** to select *RAM Disk Mode* and press **[Enter]**.



- 4** Press **▲** or **▼** to select *On* and press **[Enter]**.

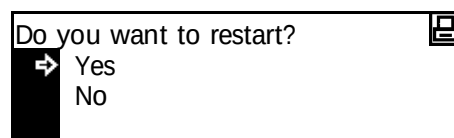
Change # displays.



- 5** Press **[Reset]**.

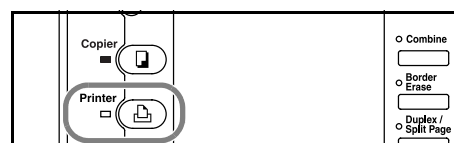
- 6** Press **▲** or **▼** to select *Yes* and press **[Enter]**.

The machine restarts.



RAM Disk Operation

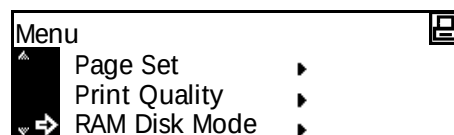
- 1** Press **[Printer]**.



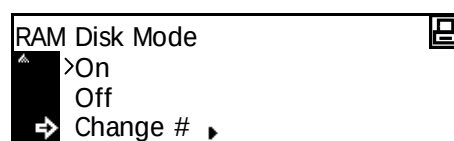
- 2** Press **▲** or **▼** to select **MENU** and press **[Enter]**.



- 3** Press **▲** or **▼** to select **RAM Disk Mode** and press **[Enter]**.



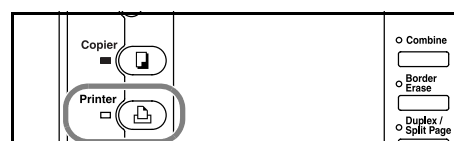
- 4** Press **▲** or **▼** to select **Change #** and press **[Enter]**.



The operation procedure for each item is the same as the *Memory Card* operation, refer to *Memory Card Operation*, on page 2-34.

RAM Disk Size

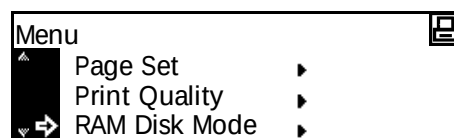
- 1** Press **[Printer]**.



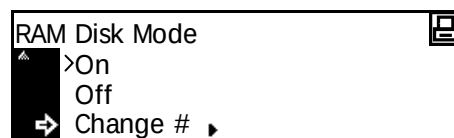
- 2** Press **▲** or **▼** to select **MENU** and press **[Enter]**.



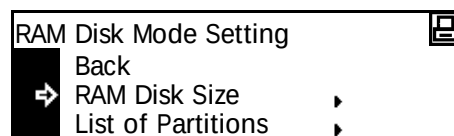
- 3** Press **▲** or **▼** to select **RAM Disk Mode** and press **[Enter]**.



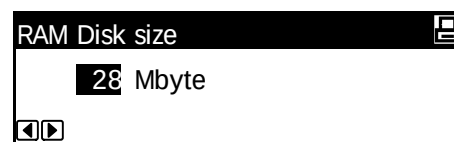
- 4** Press **▲** or **▼** to select **Change #** and press **[Enter]**.



- 5** Press **▲** or **▼** to select **RAM Disk Size** and press **[Enter]**.



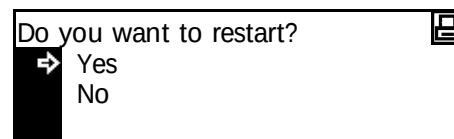
- 6** Press < or > to select the RAM disk size, 1 to 1024 Mbyte can be selected. Press **[Enter]**.



- 7** Press **[Reset]**.

- 8** Press ▲ or ▼ to select Yes and press **[Enter]**.

The machine restarts.



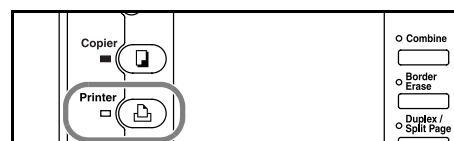
Paper Handling

The following settings are available:

- Multi-Bypass Tray Mode
- Paper Source
- Duplex Print Mode
- Output Destination
- Override A4/Letter

Access the Paper Handling Screen

- 1 Press **[Printer]**.

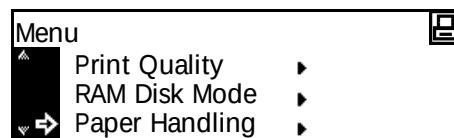


- 2 Press **▲** or **▼** to select *MENU* and press **[Enter]**.



- 3 Press **▲** or **▼** to select *Paper Handling* and press **[Enter]**.

The *Paper Handling* screen displays.



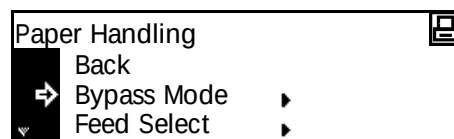
Select the options required.

Multi-Bypass Tray Mode

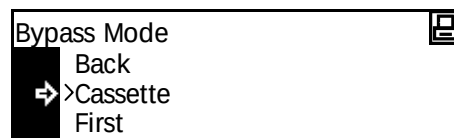
If you select *First*, any paper loaded in the *Multi-Bypass Tray* will be fed.

- 1 Display the *Paper Handling* screen, refer to *Access the Paper Handling Screen*, on page 2-44.

- 2 Press **▲** or **▼** to select *Bypass Mode* and press **[Enter]**.



- 3 Press **▲** or **▼** to select *Cassette* or *First* and press **[Enter]**.



- 4 Press **[Reset]**. The *Printer Basic* screen displays.

Paper Source

Use to set the *Paper Source* to be selected first.

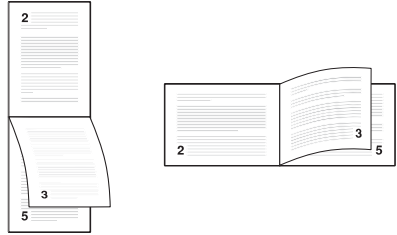
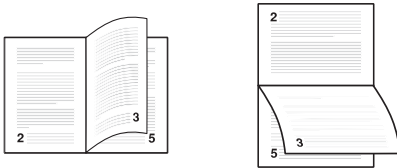
- 1 Display the *Paper Handling* screen, refer to *Access the Paper Handling Screen, on page 2-44*.
- 2 Press ▲ or ▼ to select *Feed Select* and press [Enter].

Paper Handling 
 Back
 Bypass Mode ▶
 ▼ ➔ Feed Select ▶
- 3 Press ▲ or ▼ to select the paper source and press [Enter].

Feed Select 
 Back
 Bypass
 ▼ ➔ >Cassette 1
- 4 Press [Reset]. The *Printer Basic* screen displays.

Duplex Print Mode

Use to set the binding position on finished prints for duplex printing.

Setting	Binding position
Short Edge Bind	Binding at a short edge 
Long Edge Bind	Binding at a long edge 

NOTE: This setting is displayed only if the optional *Duplex Unit* is installed.

- 1 Display the *Paper Handling* screen, refer to *Access the Paper Handling Screen, on page 2-44*.
- 2 Press ▲ or ▼ to select *Duplex Mode* and press [Enter].
- 3 Press ▲ or ▼ to select *Short edge bind* or *Long edge bind* and press [Enter].
- 4 Press [Reset]. The *Printer Basic* screen displays.

Output Destination

Use to set the paper *Output Destination*.

Setting	Output destination
Top Tray	Main body output tray
Finisher	Optional <i>Finisher</i>
Job Separator	Optional <i>Job Separator</i>

NOTE: This item is displayed only if the optional *Finisher* or *Job Separator* is installed.

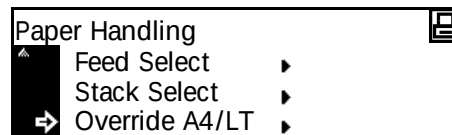
- 1 Display the *Paper Handling* screen, refer to *Access the Paper Handling Screen, on page 2-44*.
- 2 Press ▲ or ▼ to select *Stack Select* and press [Enter].
- 3 Press ▲ or ▼ to select the paper output destination and press [Enter].
- 4 Press [Reset]. The *Printer Basic* screen displays.

Override A4/Letter

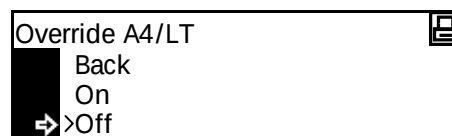
The A4 and 8 1/2 × 11" (Letter) sizes can be regarded as the same size.

- 1 Display the *Paper Handling* screen, refer to *Access the Paper Handling Screen, on page 2-44*.

- 2 Press ▲ or ▼ to select *Override A4/LT* and press [Enter].



- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].



- 4 Press [Reset]. The *Printer Basic* screen displays.

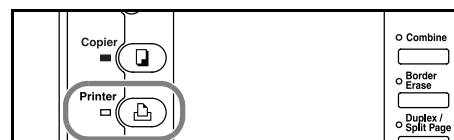
Other Printer Settings

You can set the following items for other printer settings.

- Form Feed Timeout
- Received Data Dump
- Printer Function Resetting
- Resource Protect Mode
- Auto Continue
- Duplex Error Detection
- Stapling Error Detection
- Printing a Service Status Page

Access the Others Screen

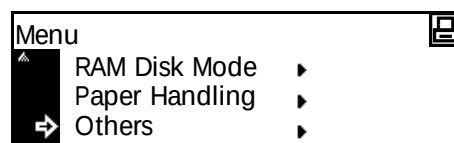
- 1** Press **[Printer]**.



- 2** Press **▲** or **▼** to select **MENU** and press **[Enter]**.



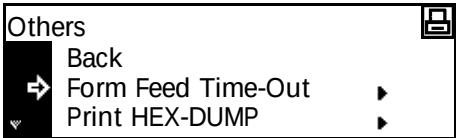
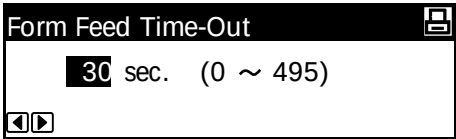
- 3** Press **▲** or **▼** to select **Others** and press **[Enter]**. The **Others** screen displays.



Select the options required.

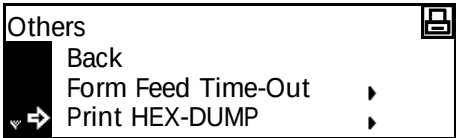
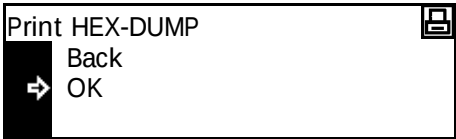
Form Feed Timeout

If this machine does not receive any information indicating the end of data after receiving the last data, the machine waits for a certain time without printing the last page. When the preset time elapses, the machine automatically performs a form feed. If you set the time to 0, the machine does not perform a form feed until GO is manually selected.

- 1 Display the *Others* screen, refer to *Access the Others Screen, on page 2-48*.
- 2 Press ▲ or ▼ to select *Form Feed Time Out* and press [Enter].
 
- 3 Press < or > to set the time, 0 to 495 seconds in 5 second increments can be selected. Press [Enter].
 
- 4 Press [Reset]. The *Printer Basic* screen displays.

Received Data Dump

You can print data received as hexadecimal codes for debugging programs and files.

- 1 Display the *Others* screen, refer to *Access the Others Screen, on page 2-48*.
- 2 Press ▲ or ▼ to select *Print HEX-DUMP* and press [Enter].
 
- 3 Press ▲ or ▼ to select *OK* and press [Enter].
 

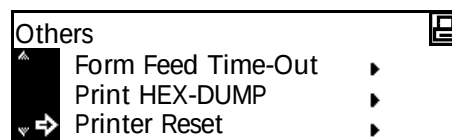
Waiting displays and then the *Printer Basic* screen.
- 4 Send data to the printer, dump pages are printed.
- 5 Press ▲ or ▼ to select *GO* and press [Enter].
- 6 Press [Reset]. The *Printer Basic* screen displays.

Printer Function Resetting

This function resets the printer's temporary settings (such as the current page orientation and font) to the default settings.

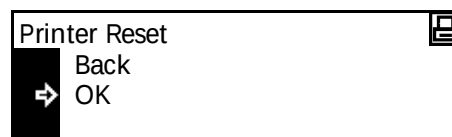
- 1 Display the *Others* screen, refer to *Access the Others Screen, on page 2-48*.

- 2 Press ▲ or ▼ to select *Printer Reset* and press [Enter].



- 3 Press ▲ or ▼ to select *OK* and press [Enter].

The printer functions are reset.

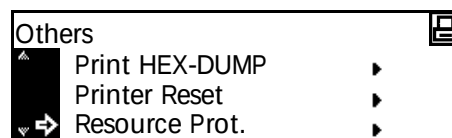


Resource Protect Mode

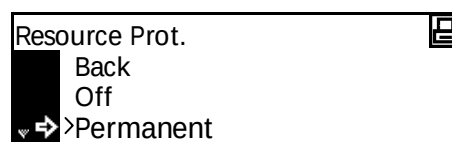
The *Resource Protect Mode* protects the resource data such as downloaded fonts and macros and memorizes the PCL resources even if the emulation mode is switched off. If you select *Permanent*, temporary resources are not protected. If you select *Perm/Temp*, temporary resources are protected.

- 1 Display the *Others* screen, refer to *Access the Others Screen, on page 2-48*.

- 2 Press ▲ or ▼ to select *Resource Prot* and press [Enter].



- 3 Press ▲ or ▼ to select *Off*, *Permanent* or *Perm/Temp* and press [Enter].



- 4 Press [Reset]. The *Printer Basic* screen displays.

Auto Continue

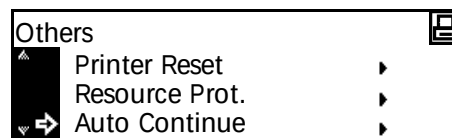
If any of the following error messages appear, the error can be cleared and printing can be continued after the preset recovery time elapses (auto continue).

- Memory Overflow
- Print overrun
- KPDL error
- File not found
- HARD DISK error
- RAM disk error
- MemoryCard err
- Illegal Account
- Exceeded Max.out
- Account error
- Duplex disabled
- Add Staples
- e-MPS not stored
- Opt. ROM error

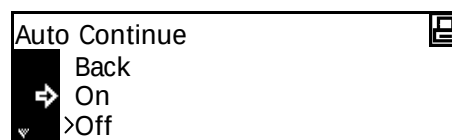
You can also set the time that elapses before *Auto Continue* is activated.

1 Display the *Others* screen, refer to *Access the Others Screen, on page 2-48*.

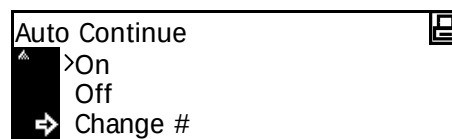
2 Press ▲ or ▼ to select *Auto Continue* and press [Enter].



3 Press ▲ or ▼ to select *On* or *Off* and press [Enter]. If you have selected *On*, *Change #* displays.

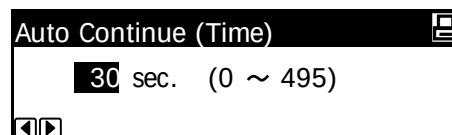


4 To set the time that elapses before *Auto Continue* is activated, press ▲ or ▼ to select *Change #* and press [Enter].



The *Auto Continue (time)* screen displays.

5 Press < or > to select the time, 0 to 495 seconds in 5 second increments can be selected. Press [Enter].

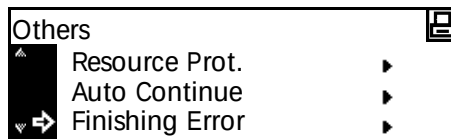
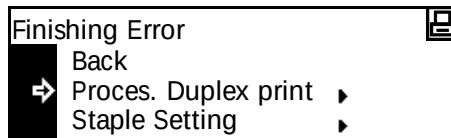
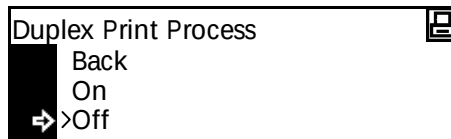


6 Press [Reset]. The *Printer Basic* screen displays.

Duplex Error Detection

This setting is available if the optional *Duplex Unit* is installed. You can select whether or not to display *Duplex disabled Press GO* when you select duplex printing and specify a paper type that cannot be used for duplex printing, such as label.

Setting	Processing
On	If you select GO, one-sided printing is performed. If you select CANCEL, printing is canceled.
Off	One-sided printing is performed.

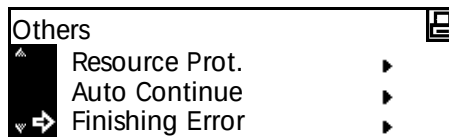
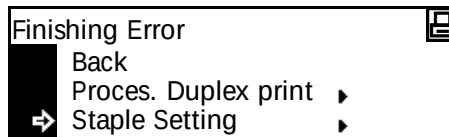
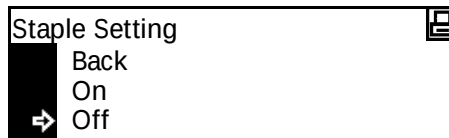
- 1 Display the *Others* screen, refer to *Access the Others Screen*, on page 2-48.
- 2 Press ▲ or ▼ to select *Finishing Error* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Proces. Duplex print* and press [Enter].
 
- 4 Press ▲ or ▼ to select *On* or *Off* and press [Enter].
 
- 5 Press [Reset]. The *Printer Basic* screen displays.

Stapling Error Detection

You can select whether or not to display *Add Staples and Press GO* when staples have run out while stapling is performed.

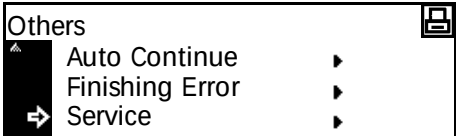
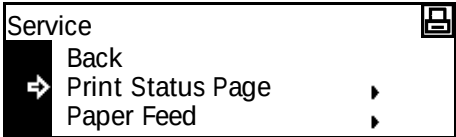
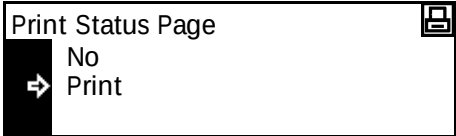
Setting	Processing
On	If you select GO, printing is performed without stapling. If you select CANCEL, printing is canceled.
Off	Printing is performed without stapling.

NOTE: This setting is displayed only if the optional *Finisher* is installed.

- 1 Display the *Others* screen, refer to *Access the Others Screen*, on page 2-48.
- 2 Press ▲ or ▼ to select *Finishing Error* and press [Enter].
 
- 3 Press ▲ or ▼ to select *Staple Setting* and press [Enter].
 
- 4 Press ▲ or ▼ to select *On* or *Off* and press [Enter].
 
- 5 Press [Reset]. The *Printer Basic* screen displays.

Printing a Service Status Page

The *Service Status Page* contains more detailed printer setting information than the *Status Page*. This page is mainly used by service personnel for maintenance. Use the following procedure to print this page if required.

- 1 Display the *Others* screen, refer to *Access the Others Screen, on page 2-48*.
- 2 Press ▲ or ▼ to select *Service* and press [Enter].
- 3 Press ▲ or ▼ to select *Print Status Page* and press [Enter].
- 4 Press ▲ or ▼ to select *Print* and press [Enter]. The *Service Status* page is printed.
- 5 Press [Reset]. The *Printer Basic* screen displays.

3 System Settings

This chapter explains the system settings available on the machine.

- Copy Default Settings..... 3-2
- Machine Default Settings 3-14
- Viewing and Printing the Total Counter 3-28
- Report Output..... 3-30
- Language Setting 3-32
- User Adjustment..... 3-33

Copy Default Settings

Initial Mode is the state the machine enters after warm-up or if *Reset* is pressed. If no operations are performed for a preset period of time, the machine returns to initial mode. Any settings that have been selected will be cleared.

In the factory default setting, paper of the same size as the original is selected automatically (*Auto Paper Selection* mode), the copy magnification ratio is set to 100 %, the number of copies to be made is set to 1 and the *Image Quality* is set to *Text + Photo* mode.

Use these instructions to customize the settings to meet your requirements.

The following settings are available:

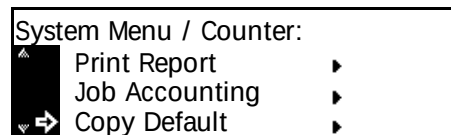
- Exposure Mode
- Original Image Quality
- EcoPrint Mode
- Background Color Adjustment
- Paper Selection
- Paper Type in Auto Paper Selection
- Priority Cassette
- Default Magnification
- Auto Exposure Adjustment
- Auto OCR Exposure Adjustment
- Exposure Adjustment for Text + Photo Originals
- Exposure Adjustment for Text Originals
- Exposure Adjustment for Photo Originals
- Sort Copying
- Offset Copying
- Auto Rotation Copy
- Margin Width Default Value
- Border Erase Width Default Value
- Number of Copies Limit
- Black Streaking Reduction Processing

Access the Copy Default Screen

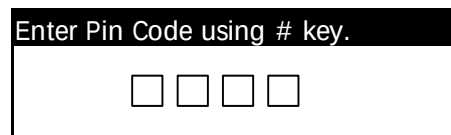
Use the following procedure to access the *Copy Default* screen.

1 Press **[System Menu / Counter]**.

2 Press **▲** or **▼** to select *Copy default* and press **[Enter]**.

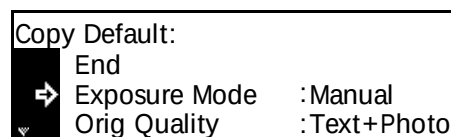


3 Use the keypad to enter the 4 digit management code.



NOTE: The factory default management code varies for each model: 16 ppm model = 1600, 20 ppm model = 2000, and 25 ppm model = 2500. The four-digit management code can be changed. For further information refer to *Administrator Management Code Change*, on page 3-25.

If the code is accepted, the *Copy Default* screen displays.



4 Change the options to the default settings required using the instructions starting on page 3-4.

NOTE: An * (asterisk) against a setting indicates the current setting.

Exposure Mode

Set the default *Exposure* mode to *Auto* or *Manual*.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Exposure Mode* and press [Enter].

Copy Default:

End

➡ Exposure Mode :Manual

▼ Orig Quality :Text+Photo
- 3 Press ▲ or ▼ to select *Auto* or *Manual* as the default setting and press [Enter].

Exposure Mode:

① Auto

➡*② Manual
- 4 Press [Reset]. The *Copier Basic* screen returns.

Original Image Quality

Use to set the default *Original Image Quality* mode.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Orig Quality* and press [Enter].

Copy Default:

End

➡ Exposure Mode :Manual

▼ Orig Quality :Text+Photo
- 3 Press ▲ or ▼ to select *Text+Photo*, *Text* or *Photo* as the default setting and press [Enter].

Original Image Quality:

➡*① Text+Photo

② Text

③ Photo
- 4 Press [Reset]. The *Copier Basic* screen returns.

EcoPrint Mode

Use to select *EcoPrint* mode as the default setting.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *EcoPrint* and press [Enter].

Copy Default:

▲ Exposure Mode :Manual

Orig Quality :Text+Photo

▼ ➡ EcoPrint :Off

- 3** Press ▲ or ▼ to select *On* to enable *EcoPrint Mode* as the default. If you do not wish to use *EcoPrint Mode* as the default, select *Off*. Press **[Enter]**.

EcoPrint:
 ➔ * ① Off
 ② On

- 4** Press **[Reset]**. The *Copier Basic* screen returns.

Background Color Adjustment

If the *Background Color* is too dark or light, use this option to adjust it.

- 1** Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.

- 2** Press ▲ or ▼ to select *Background adjst* and press **[Enter]**.

Copy Default:
 ▲ Orig Quality :Text+Photo
 EcoPrint :Off
 ▼ ➔ Background Adjst :3

- 3** Press < or > to adjust the background color to the required default. Move right to darken the background color, or left to lighten the background color. Press **[Enter]**.

Background Adjustment:

1 2 *3 4 5
 ◀ ▶

- 4** Press **[Reset]**. The *Copier Basic* screen returns.

Paper Selection

Use to automatically select the cassette that contains the same size paper as the original, or to have a fixed cassette with priority.

- 1** Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.

- 2** Press ▲ or ▼ to select *Paper Select* and press **[Enter]**.

Copy Default:
 ▲ EcoPrint : Off
 Background Adjst : 3
 ▼ ➔ Paper Select : Auto

- 3** Press ▲ or ▼ to select *Auto or Default cassette* and press **[Enter]**.

Paper Select:
 ➔ * ① Auto
 ② Default Cassette

- 4** Press **[Reset]**. The *Copier Basic* screen returns.

Paper Type in Auto Paper Selection

Paper selected in *Auto Paper Selection* mode can be limited to a certain paper type.

Paper types that can be set: *Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick paper, High quality, and Custom 1 (to 8)*

NOTE: You can select a paper type from the paper types that are currently set for the cassettes, refer to *Paper Type (cassettes 1 to 4)*, on page 3-17.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Paper type (Auto)* and press [Enter].

Copy Default:
 ▲ Background Adjst : 3
 Paper Select : Auto
 ▼ ➡ Paper Type(Auto) : Plain
- 3 Press ▲ or ▼ to select *Off* or *On* and press [Enter].

Paper Type(Auto):
 ① Off
 ➡ * ② On
- 4 If you have selected *On*, press ▲ or ▼ to select the paper type required and press [Enter].

Paper Type(Auto):
 ➡ Plain
 Preprinted
- 5 Press [Reset]. The *Copier Basic* screen returns.

Priority Cassette

You can select the cassette (1 to 4) that is automatically selected with priority.

NOTE: For the 16 ppm model, cassettes 2 to 4 are included in the optional *Paper Feeder*. For the 20 and 25 ppm models, cassettes 3 and 4 are included in the optional *Paper Feeder*. This setting displays only if the optional *Paper Feeder* is installed.

IMPORTANT: You cannot set the *Multi-Bypass Tray* as the priority cassette.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen, on page 3-3*.
- 2 Press ▲ or ▼ to select *Default Cassette* and press [Enter].

Copy Default:
 ▲ Paper Select : Auto
 Paper Type(Auto) : Plain
 ▼ ➡ Default Cassette : Casset.1
- 3 Press ▲ or ▼ to select the priority cassette and press [Enter].

Default Cassette:
 ➡ * ① Cassette 1
 ② Cassette 2
 ▼ ③ Cassette 3
- 4 Press [Reset]. The *Copier Basic* screen returns.

Default Magnification

Select whether or not to set the *Auto Zoom Ratio* selection mode when a cassette is selected.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen, on page 3-3*.
- 2 Press ▲ or ▼ to select *Default Magnif* and press [Enter].

Copy Default:
 ▲ Paper Type(Auto) : Plain
 Default Cassette : Casset.1
 ▼ ➡ Default Magnif. : 100%
- 3 Press ▲ or ▼ to select *100%* or *Auto %* and press [Enter].

Default Magnification:
 ➡ * ① 100%
 ② Auto %
- 4 Press [Reset]. The *Copier Basic* screen returns.

Auto Exposure Adjustment

Adjusts the overall density in *Auto Exposure* mode.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Adj.Auto expos* and press [Enter].

Copy Default:
 ▲ Default Cassette : Casset.1
 Default Magnif. : 100%
 ▼ ➡ Adj. Auto expos. : 4 █
- 3 Press < or > to adjust the exposure. Move right to darken the density, or left to lighten it and press [Enter].

Adjust auto exposure:
 1 □ 2 █ 3 █ 4 █ 5 █ 6 █ 7 █
 ◀ ▶
- 4 Press [Reset]. The *Copier Basic* screen returns.

Auto OCR Exposure Adjustment

Adjusts the overall density of scanning for OCR when using the optional *Scanner* functions.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Auto expos.(OCR)* and press [Enter].

Copy Default:
 ▲ Default Magnif. : 100%
 Adj. Auto expos. : 4 █
 ▼ ➡ Auto expos.(OCR) : 4 █
- 3 Press < or > to adjust the exposure. Move right to darken the density, or left to lighten it and press [Enter].

Adjust Auto OCR Density:
 1 □ 2 █ 3 █ 4 █ 5 █ 6 █ 7 █
 ◀ ▶
- 4 Press [Reset]. The *Copier Basic* screen returns.

Exposure Adjustment for Text + Photo Originals

Adjusts the density of the central value in *Manual Exposure* mode for *Text + Photo* originals.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen, on page 3-3*.
- 2 Press ▲ or ▼ to select *Txt+Photo Dens* and press [Enter].

Copy Default:
 ▲ Default Magnif. : 100%
 Adj. Auto expos. : 4 ■
 ▼ ➡ Txt+Photo Dens. : 4 ■
- 3 Press < or > to adjust the exposure. Move right to darken the density, or left to lighten it and press [Enter].

Text+Photo Orig. Dens. Adj.:
 1 □ 2 ■ 3 ■ 4 ■ 5 ■ 6 ■ 7 ■
 ◀ ▶
- 4 Press [Reset]. The *Copier Basic* screen returns.

Exposure Adjustment for Text Originals

Adjusts the density of the central value in *Manual Exposure* mode for *Text* originals.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen, on page 3-3*.
- 2 Press ▲ or ▼ to select *Txt Ori Density* and press [Enter].

Copy Default:
 ▲ Auto expos. (OCR) : 4 ■
 Txt+Photo Dens. : 4 ■
 ▼ ➡ Txt Ori Density : 4 ■
- 3 Press < or > to adjust the exposure. Move right to darken the density, or left to lighten it and press [Enter].

Text Original Density Adjust:
 1 □ 2 ■ 3 ■ 4 ■ 5 ■ 6 ■ 7 ■
 ◀ ▶
- 4 Press [Reset]. The *Copier Basic* screen returns.

Exposure Adjustment for Photo Originals

Adjusts the density of the central value in *Manual Exposure* mode for *Photo* originals.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Photo Ori Dnsity* and press [Enter].

Copy Default:
 ▲ Txt+Photo Dens. : 4 ■
 Txt Ori Density : 4 ■
 ▼➡ Photo Ori Dnsity : 4 ■
- 3 Press < or > to adjust the exposure. Move right to darken the density, or left to lighten it and press [Enter].

Photo Original Density Adjust:
 1 □ 2 ■ 3 ■ 4 ■ 5 ■ 6 ■ 7 ■
 ◀▶
- 4 Press [Reset]. The *Copier Basic* screen returns.

Sort Copying

If the optional *Document Processor* is installed, select whether or not to set the *Sort Copy* mode as a default setting.

NOTE: This item is displayed only if the optional *Document Processor* is installed.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Sort* and press [Enter].

Copy Default:
 ▲ Txt Ori Density : 4 ■
 Photo Ori Dnsity : 4 ■
 ▼➡ Sort : On
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Sort:
 ① Off
 ➡* ② On
- 4 Press [Reset]. The *Copier Basic* screen returns.

Offset Copying

Use to set *Offset Copy* mode as the default setting.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Offset* and press [Enter].

Copy Default:	
▲	Photo Ori Dnsity : 4
	Sort : On
▼ →	Offset : Off
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Offset:	
→ *	1 Off
	2 On
- 4 Press [Reset]. The *Copier Basic* screen returns.

Auto Rotation Copy

Use to select *Auto Rotation Copy* mode as the default setting.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Auto Rotation* and press [Enter].

Copy Default:	
▲	Sort : On
	Offset : Off
▼ →	Auto Rotation : On
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Auto Rotation:	
	1 Off
→ *	2 On
- 4 Press [Reset]. The *Copier Basic* screen returns.

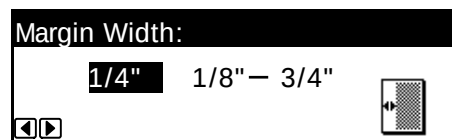
Margin Width Default Value

Use to set the default value of *Margin Width*.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Margin Width* and press [Enter].

Copy Default:	
▲	Offset : Off
	Auto Rotation : On
▼ →	Margin Width : 1/4"

- 3 Press ▲ or ▼ to select the default margin width. You can select from 1/8" to 3/4" in 1/8" increments [1 mm to 18 mm in 1 mm increments] and press **[Enter]**.



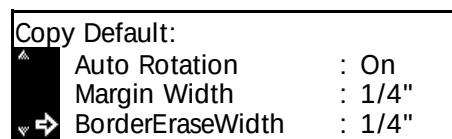
- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Border Erase Width Default Value

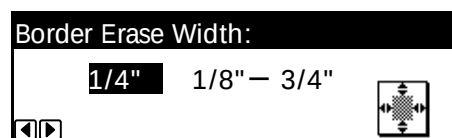
Use to set the default value for the *Border Erase Width*.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen, on page 3-3*.

- 2 Press ▲ or ▼ to select *Border Erase Width* and press **[Enter]**.



- 3 Press ▲ or ▼ to select the default *Border Erase* width. You can select from 1/8" to 3/4" in 1/8" increments (1 mm to 18 mm in 1 mm increments) and press **[Enter]**.



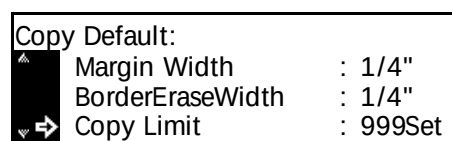
- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Number of Copies Limit

Use to set the limit for the number of copies that can be selected at a time.

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen, on page 3-3*.

- 2 Press ▲ or ▼ to select *Copy Limit* and press **[Enter]**.



- 3 Use the numeric keys to enter the maximum number of copies (1 to 999) and press **[Enter]**.



- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Black Streaking Reduction Processing

If black streaks (streaks that are not contained in the original image) appear on copies from the optional *Document Processor*, you can make black streaking less noticeable. *Black Streaking Reduction* processing reduces the reproducibility of fine characters, therefore it is recommended to use the factory default setting.

To use the *Black Streaking Reduction* processing, first select *Weak*. If black streaking is not reduced, select *Strong*

- 1 Display the *Copy Default* screen, refer to *Access the Copy Default Screen*, on page 3-3.
- 2 Press ▲ or ▼ to select *Corr. Black line* and press **[Enter]**.

Copy Default:
 ▲ BorderEraseWidth : 1/4"
 Copy Limit : 999Set
 ➡ Corr. Black Line : None
- 3 Press ▲ or ▼ to select *None*, *Weak* or *Strong* and press **[Enter]**.

Correct. Fine black line:
 ➡ * ① None
 ② Weak
 ③ Strong
- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Machine Default Settings

The machine enters *Initial Mode* after warm-up or if *Reset* is pressed. The options and settings which the machine returns to in *Initial Mode* are the default settings.

Use these instructions to customize the default settings to meet your requirements.

The following settings are available:

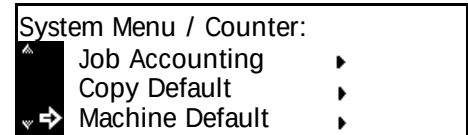
- Auto Cassette Switching
- Paper Size (cassettes 1 to 4)
- Paper Type (cassettes 1 to 4)
- Multi-Bypass Tray Confirmation Display
- Paper Weight for Paper Type
- Duplex Print for Paper Type
- Custom Paper Type
- Original Orientation
- Auto Sleep Time
- Auto Low Power Time
- Copy Output Destination
- Fax Output Destination
- Default Operation Mode
- Key Sound
- Date and Time
- Display Contrast Adjustment
- Administrator Management Code Change
- Auto Sleep
- Auto Clear
- Auto Clear Time
- Silent Mode

Access the Machine Default Screen

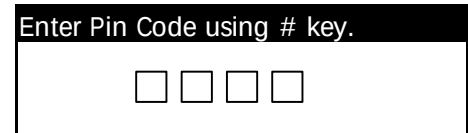
Use the following procedure to access the *Machine Default* screen.

1 Press **[System Menu / Counter]**.

2 Press **▲** or **▼** to select *Machine default* and press **[Enter]**.

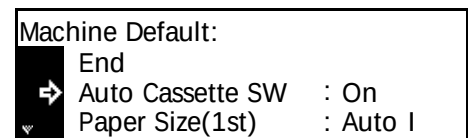


3 Use the keypad to enter the 4 digit management code.



NOTE: The factory default management code varies for each model: 16 ppm model = 1600, 20 ppm model = 2000, and 25 ppm model = 2500. The four-digit management code can be changed. For further information refer to *Administrator Management Code Change*, on page 3-25.

If the code is accepted, the *Machine Default* screen displays.



4 Change the options to the default settings required using the instructions starting on page 3-4.

NOTE: An * (asterisk) against a setting indicates the current setting.

Auto Cassette Switching

If multiple cassettes contain the same size paper and the paper in one cassette runs out during copying, the *Automatic Cassette Switching* function will switch paper feed from the empty cassette to another cassette containing paper of the same size and orientation.

To prohibit switching to a cassette that has a different paper type, select *On/Only Same Paper Type*.

NOTE: To use this function on the 16 ppm model, the *Optional Paper Feeder* must be installed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen*, on page 3-15.
- 2 Press ▲ or ▼ to select *Auto Cassette SW* and press [Enter].

Machine Default:
 End
 ➔ Auto Cassette SW : On
 ▼ Paper Size(1st) : Auto I
- 3 Press ▲ or ▼ to select *On/All types of paper*, *On/Only same paper type*, or *Off* and press [Enter].

Automatic Cassette Switching:
 ➔* ① Off
 ② On/All types of paper
 ③ On/Only same paper type
- 4 Press [Reset]. The *Copier Basic* screen returns.

Paper Size (cassettes 1 to 4)

Use to set the paper sizes for cassettes 1 to 4. To detect the paper size automatically, set to *Auto Detection Metric* or *Auto Detection Inch*.

NOTE: For the 16 ppm model, cassettes 2 to 4 are included in the optional paper feeder. For the 20 and 25 ppm model, cassettes 3 and 4 are included in the optional *Paper Feeder*. This setting is displayed only if the optional *Paper Feeder* is installed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen*, on page 3-15.
- 2 A *Paper Size* option is available for each cassette. Press ▲ or ▼ to select the *Paper Size* option required, and press [Enter].

Machine Default:
 End
 ➔ Auto Cassette SW : On
 ▼ ➔ Paper Size(1st) : Auto I
- 3 Press ▲ or ▼ to select *Auto Detection Metric*, *Auto Detection Inch* or a paper size and press [Enter].

Paper Size (1st cassette):
 ➔* Auto Detection Metric
 ▼ ➔* Auto Detection Inch
 8½×13

- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Paper Type (cassettes 1 to 4)

Use to set the paper types for cassettes 1 to 4.

Paper types that can be set: *Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, High quality* and *Custom 1 to 8*.

NOTE: For the 16 ppm model, cassettes 2 to 4 are included in the optional paper feeder. For the 20 and 25 ppm model, cassettes 3 and 4 are included in the optional *Paper Feeder*. This setting is displayed only if the optional *Paper Feeder* is installed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 A *Paper Type* option is available for each cassette. Press ▲ or ▼ to select the *Paper Type* option required and press **[Enter]**.

Machine Default:
 ▲ Paper Size(3rd) : Auto I
 Paper Size(4th) : Auto I
 ▼➡ Paper Type(1st) : Plain
- 3 Press ▲ or ▼ to select the paper type and press **[Enter]**.

Paper Type (1st cassette):
 ➡*Plain
 Preprinted
 ▼ Bond
- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Multi-Bypass Tray Confirmation Display

Use to select to display the *Bypass Paper Size* screen when pressing the *Paper Select* key to select the *Multi-Bypass Tray*.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Check Bypass* and press **[Enter]**.

Machine Default:
 ▲ Paper Type(3rd) : Plain
 Paper Type(4th) : Plain
 ▼➡ Check Bypass : Off
- 3 Press ▲ or ▼ to select *On* or *Off* and press **[Enter]**.

Check Bypass Sizing:
 ➡*① Off
 ② On
- 4 Press **[Reset]**. The *Copier Basic* screen returns.

Paper Weight for Paper Type

Use to set the *Paper Weight* for each *Paper Type*.

Paper weight types that can be set: *Super-Heavy, Heavy3, Heavy2, Heavy1, Middle3, Middle2, Middle1* and *Light*.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *P.type (Weight)* and press [Enter].

Machine Default:
 ▲ Paper Type(4th) : Plain
 Check Bypass : Off
 ▼ ➡ P. Type (Weight) ▶
- 3 Press ▲ or ▼ to select the paper type and press [Enter].

Paper type (Paper Weight):
 ▲ End
 ➡ Plain : Middle 2
 ▼ Transparency : S. Heavy
- 4 Press ▲ or ▼ to select the paper weight and press [Enter].
 Repeat the procedure to set the weight for each paper type.

Plain:
 ▲ ④ Heavy 1
 ⑤ Middle 3
 ▼ ➡ *⑥ Middle 2
- 5 When you have finished changing the settings, press ▲ or ▼ to select *End* and press [Enter].

Paper type (Paper Weight):
 ➡ End
 Plain : Middle 2
 ▼ Transparency : S. Heavy
- 6 Press [Reset]. The *Copier Basic* screen returns.

Duplex Print for Paper Type

Use to set the use of custom paper (1 to 8) for duplex printing.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *P.type (Duplex)* and press [Enter].

Machine Default:
 ▲ Check Bypass : Off
 P. Type (Weight) ▶
 ▼ ➡ P. Type (2sided) ▶
- 3 Press ▲ or ▼ to select the paper type and press [Enter].

Select paper type(2sided):
 ▲ End
 ➡ Custom 1 : On
 ▼ Custom 2 : On

- 4 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Custom 1:
 ① Off
 ➔* ② On

- 5 When you have finished changing the settings, press ▲ or ▼ to select *End* and press [Enter].

Select paper type(2sided):
 ➔ End
 Custom 1 : On
 Custom 2 : On

- 6 Press [Reset]. The *Copier Basic* screen returns.

Custom Paper Type

Printing onto prepunched paper, preprinted paper or letterhead in one-sided mode and two-sided mode from the same paper source may cause displacement of hole positions, or reverse orientations on both sides. Set *Match Print Direction* to match the orientation in one-sided printing and two-sided printing.

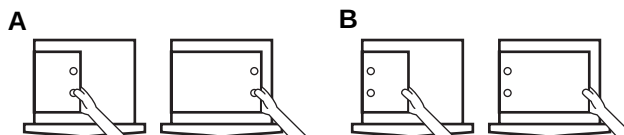
Example: Paper is set as shown in the illustration.



Setting	One-sided printing	Two-sided printing
Match Print Direction		
Fast Mode		

NOTE: Setting of *Match Print Direction* will decrease the speed of one-sided printing slightly.

When *Match Print Direction* is set, load the paper with the side for the first page face-down as shown in illustration A. If the optional *Finisher* is installed, load the paper with the side for the first page face-down as shown in illustration B.



If the optional *Finisher* is installed, the stapling mode may cause incorrect orientation of printing depending on the stapling position.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Special P. type* and press [Enter].

Machine Default:
 ▲ P. Type (Weight) ▶
 P. Type (2sided) ▶
 ▼⇒ Specific P. Type :Fast Mode
- 3 Press ▲ or ▼ to select *Match Print Direction* or *Fast Mode* and press [Enter].

Specific Paper Type:
 ① Match Print Direction
 ⇒* ② Fast Mode
- 4 Press [Reset]. The *Copier Basic* screen returns.

Original Orientation

Use to set the default *Original Orientation*.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Orig. direction* and press [Enter].

Machine Default:
 ▲ P. Type (2sided) ▶
 Specific P. Type :Fast Mode
 ▼⇒ Orig. Direction :Rear
- 3 Press ▲ or ▼ to select *Rear* or *Left top* and press [Enter].

Orig. Direction:
 ⇒* ① Rear
 ② Left top
- 4 Press [Reset]. The *Copier Basic* screen returns.

Auto Sleep Time

Use to set the time that elapses before the *Auto Sleep* function is activated if the function has been enabled.

Time that can be set:

- Inch Specification — 1 to 240 minutes (in 1 minute increments)
- Metric Specification — 1 to 120 minutes (in 1 minute increments)

NOTE: It is recommended to set a longer time if you use the machine frequently.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.

- 2** Press ▲ or ▼ to select *Sleep mode time* and press [Enter].

Machine Default:
 ▲ Specific P. Type :Fast Mode
 Orig. Direction :Rear
 ▼ ➡ Sleep Mode Time :30Min.

- 3** Press < or > to select the time required from 1 to 240 minutes or 1 to 120 minutes and press [Enter].

Sleep Mode Time:
 30Min. 1-240Min.
 ◀ ▶

- 4** Press [Reset]. The *Copier Basic* screen returns.

Auto Low Power Time

Use to set the time that elapses before *Low Power* mode is automatically activated.

Time that can be set:

- Inch Specification — 1 to 240 minutes (in 1 minute increments)
- Metric Specification — 1 to 120 minutes (in 1 minute increments)

- 1** Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.

- 2** Press ▲ or ▼ to select *Low power time* and press [Enter].

Machine Default:
 ▲ Orig. Direction : Rear
 Sleep Mode Time : 30Min.
 ▼ ➡ Low Power Time : 15Min.

- 3** Press < or > to select the time required from 1 to 240 minutes or 1 to 120 minutes and press [Enter].

Low Power Mode Time:
 15Min. 1-240Min.
 ◀ ▶

- 4** Press [Reset]. The *Copier Basic* screen returns.

Copy Output Destination

Use to set the paper output destination with priority for copying.

Setting Item	Output Destination
Top Tray	Main body output tray
Finisher	Optional <i>Finisher</i>
Job Separator	Optional <i>Job Separator</i>

NOTE: This item is displayed only if the optional *Finisher* or *Job Separator* is installed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Copy Output Destn* and press [Enter].

Machine Default:
 ▲ Sleep Mode Time : 30Min.
 Low Power Time : 15Min.
 ▼ ➡ Copy Output Destn : Top Tray
- 3 Press ▲ or ▼ to select the output destination required and press [Enter].

Copy Output Destination:
 ➡ * ① Top Tray
 ② Finisher
- 4 Press [Reset]. The *Copier Basic* screen returns.

Fax Output Destination

Use to set the paper output destination with priority for received fax data and various reports.

Setting Item	Output Destination
Top Tray	Main body output tray
Finisher	Optional <i>Finisher</i>
Job Separator	Optional <i>Job Separator</i>

NOTE: This item is displayed only if the optional *Fax kit* and *Finisher* or *Job Separator* are installed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Fax Output Destn* and press [Enter].

Machine Default:
 ▲ Low Power Time : 30Min.
 Copy Output Destn : Top Tray
 ▼ ➡ Fax Output Destn : Top Tray
- 3 Press ▲ or ▼ to select the output destination required and press [Enter].

Fax Output Destination:
 ➡ * ① Top Tray
 ② Finisher
- 4 Press [Reset]. The *Copier Basic* screen returns.

Default Operation Mode

Select the default screen to be displayed when the power is switched on. The *Copy* or *Fax* screen can be displayed.

NOTE: This item is displayed only if the optional *Fax* kit is installed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Main mode* and press [Enter].

Machine Default:
 ▲ Copy Output Destn : Top Tray
 ▼ Fax Output Destn : Top Tray
 ▼➡ Main Mode : Copy
- 3 Press ▲ or ▼ to select *Copy mode* or *Fax mode* and press [Enter].

Select the Main Mode:
 ➡* ① Copy Mode
 ② Fax Mode
- 4 Press [Reset]. The *Copier Basic* screen returns.

Key Sound

Use to enable a beep sound each time a key on the *Operation Panel* is pressed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Key sound On/Off* and press [Enter].

Machine Default:
 ▲ Sleep Mode Time : 30Min.
 ▼ Low Power Time : 15Min.
 ▼➡ Key Sound On/Off : On
- 3 Press ▲ or ▼ to select *Off* or *On* and press [Enter].

Key Sound On/Off:
 ① Off
 ➡* ② On
- 4 Press [Reset]. The *Copier Basic* screen returns.

Date and Time

Use to register the current date and time, the time difference from *Greenwich Mean Time (GMT)*, and the summer time setting.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen*, on page 3-15.
- 2 Press ▲ or ▼ to select *Date/Time* and press [Enter].

Machine Default:
 ▲ Low Power Time : 15Min.
 Key Sound On/Off : On
 ▼ ➡ Date/Time : 06:33
- 3 Press ▲ or ▼ to select *Time Zone*.

 Press < or > key to set the time difference from *Greenwich Mean Time*.

Date/Time:
 ▲ Time : 06:33
 DST : Off
 ▼ ➡ Time Zone : GMT+00:00◀▶
- 4 Press ▲ or ▼ to select *Time*.

 Press the < key or the > key to set the current time.

Date/Time:
 ➡ End Time : 06:33 ◀▶
 ▼ DST : Off
- 5 Press ▲ or ▼ to select *DST (Summer time)*.

 Press < or > to set *On* or *Off*.

Date/Time:
 ➡ End Time : 06:33
 ▼ DST : Off ◀▶
- 6 Press ▲ or ▼ to select *Year*.

 Press < or > to set the current year.

Date/Time:
 ▲ DST : Off
 Time Zone : GMT+00:00
 ▼ ➡ Year : 7 ◀▶
- 7 Press ▲ or ▼ to select *Month*.

 Press < or > to set the current month.

Date/Time:
 ▲ Time Zone : GMT+00:00
 Year : 7
 ▼ ➡ Month : 11 ◀▶
- 8 Press ▲ or ▼ to select *Day*.

 Press < or > to set the current day.

Date/Time:
 ▲ Year : 7
 Month : 11
 ➡ Day : 28 ◀▶
- 9 When the date and time settings have been entered, press ▲ or ▼ to select *End* and press [Enter].

Date/Time:
 ➡ End Time : 06:33
 ▼ DST : Off
- 10 Press [Reset]. The *Copier Basic* screen displays.

Display Contrast Adjustment

Use to adjust the *Display Contrast* if required.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Display Contrast* and press [Enter].

Machine Default:

▲	Key Sound On/Off	: On
	Date/Time	: 08:48
▼ →	Display Contrast	: 4
- 3 Press < or > to adjust the contrast. Move left to darken the contrast, or right to lightens the contrast and press [Enter].

Display Contrast Adjustment:

1	2	3	4	5	6	7
- 4 Press [Reset]. The *Copier Basic* screen returns.

Administrator Management Code Change

You can change the 4-digit *Management Code* for the machine administrator.

IMPORTANT: If you change the *Management Code*, ensure you note it down. If you forget the code, contact your *Service Representative*.

NOTE: The factory default management code varies for each model: 16 ppm model = 1600, 20 ppm model = 2000, and 25 ppm model = 2500.

- 1 Press ▲ or ▼ to select *PIN # Change* or *MGMT Code*.

Machine Default:

▲	Date/Time	: 08:48
	Display Contrast	: 4
▼ →	PIN # Change	▶

NOTE: If using a metric machine, this option displays as *MGMT Code entry*.
- 2 Use the numeric keys to enter the new *Administrator Management Code* and press [Enter].

Management Code Change:

1600

keys
- 3 Press [Reset]. The *Copier Basic* screen returns.

Auto Sleep

Use to set the machine to enter sleep mode automatically when a preset period of time of non-use elapses.

NOTE: This setting is displayed only on the inch specification machine.

If the *Auto Sleep* function causes inconvenience, it is recommended to try a longer time period before disabling the function. If you disable this function, it is not displayed.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Auto Sleep* and press [Enter].

Machine Default:
 ▲ Display Contrast : 4 [A]
 PIN # Change ▶
 ▼ ➡ Auto Sleep : On
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Auto Sleep:
 ① Off
 ➡* ② On
- 4 Press [Reset]. The *Copier Basic* screen returns.

Auto Clear

Using *Auto Clear*, once a specified amount of time has passed after copying stops (between 10 and 270 seconds), the machine returns to the current default settings. Copies can be made continually using the same settings (e.g. copy mode, number of copies, and exposure mode) if each job is started before the *Auto Clear* function is activated.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen, on page 3-15*.
- 2 Press ▲ or ▼ to select *Auto Clear* and press [Enter].

Machine Default:
 ▲ PIN # Change ▶
 Auto Sleep : On
 ▼ ➡ Auto Clear : On
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Auto Clear:
 ① Off
 ➡* ② On
- 4 Press [Reset]. The *Copier Basic* screen returns.

Auto Clear Time

Use to set the time that elapses from completion of copying to activation of the *Auto Clear* function, if it is enabled.

Time that can be set: 10 to 270 seconds (in 10 second increments)

NOTE: This item is not displayed if the *Auto Clear* function is Off.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen*, on page 3-15.
- 2 Press ▲ or ▼ to select *Auto Clear Time* and press [Enter].

Machine Default:		
▲	Auto Sleep	: On
	Auto Clear	: On
▼ →	Auto Clear Time	: 90Sec.
- 3 Press < or > to select the time from 10 to 270 seconds and press [Enter].

Auto Clear Time:	
90Sec.	10-270Sec.
◀ ▶	
- 4 Press [Reset]. The *Copier Basic* screen returns.

Silent Mode

This mode reduces the operating noise caused by the machine.

- 1 Display the *Machine default* screen, refer to *Access the Machine Default Screen*, on page 3-15.
- 2 Press ▲ or ▼ to select *Silent Mode* and press [Enter].

Machine Default:		
▲	Auto Sleep	: On
	Auto Clear	: Off
→	Silent Mode	: On
- 3 Press ▲ or ▼ to select *On* or *Off* and press [Enter].

Silent Mode:	
1	Off
→ * 2	On
- 4 Press [Reset]. The *Copier Basic* screen returns.

Viewing and Printing the Total Counter

You can view the total counts on the *Operation Panel* and print a counter report.

Viewing the Total Counter

NOTE: You can view the *Output Counter* and the *Scanning Counter*.

- 1 Press **[System Menu / Counter]**.
- 2 Press **▲** or **▼** to select *Counter check* and press **[Enter]**.

System Menu / Counter:
 ▲ Language ▶
 Bypass Setting ▶
 ▼ ➡ Counter Check ▶
- 3 Press **▲** or **▼** to select *Output count* or *Scan count* and press **[Enter]**.

Counter Check:
 ① End ▶
 ➡ ② Output Count ▶
 ▼ ③ Scan Count ▶
- 4 Press **▲** or **▼** to view the counter.

Output Count:
 ➡ End
 ➡ Copy : 1.234.567
 Printer : 0.001.234
- 5 When you have finished viewing the counters, press **▲** or **▼** to select *End* and press **[Enter]**.
- 6 Press **[Reset]**. The *Copier Basic* screen returns.

Printing the Counter Report

NOTE: Ensure that A4/11 × 8 1/2" paper is loaded in the cassette when printing the counter report.

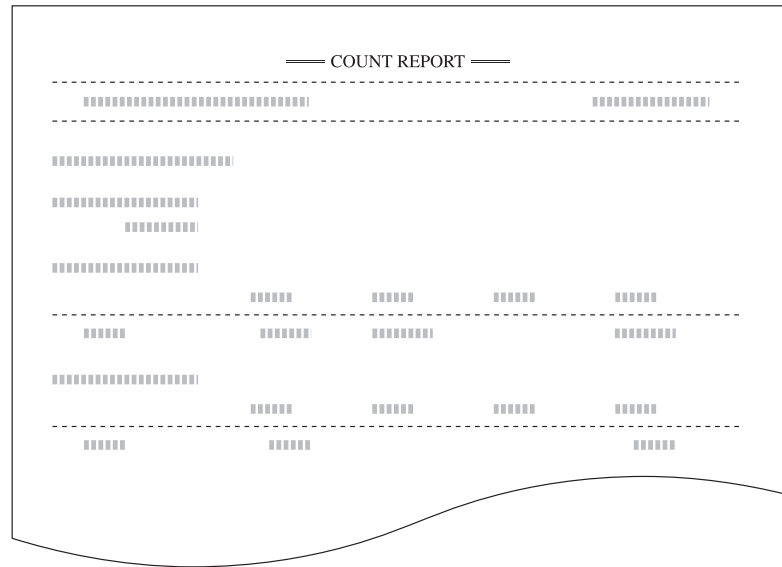
- 1 Press **[System Menu / Counter]**.
- 2 Press **▲** or **▼** to select *Counter check* and press **[Enter]**.

System Menu / Counter:
 ▲ Language ▶
 Bypass Setting ▶
 ▼ ➡ Counter Check ▶
- 3 Press **▲** or **▼** to select *Print counter report* and press **[Enter]**.
The counter report is printed.

Counter Check:
 ▲ ② Output Count ▶
 ③ Scan Count ▶
 ➡ ④ Print counter report ▶

- 4** Press **[Reset]**. The *Copier Basic* screen returns.

Example: Counter report



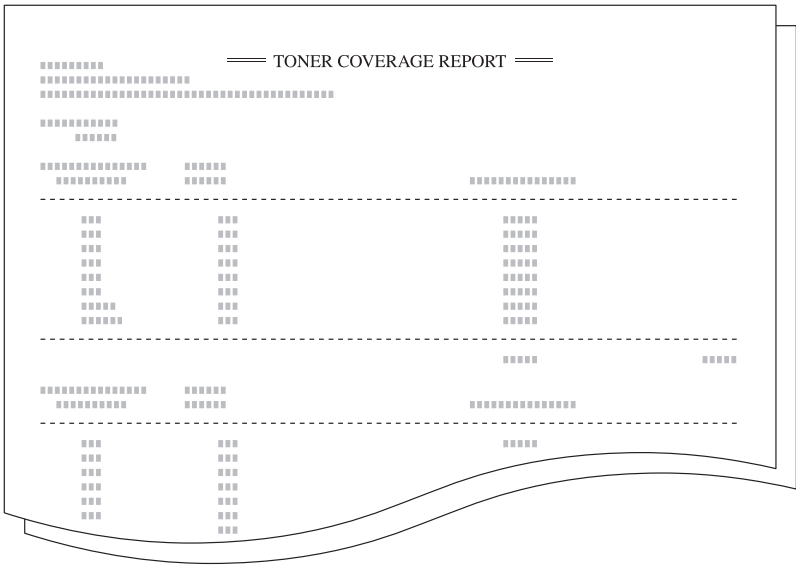
Copy Status Report

[illegible]

Machine Status Report

[illegible]

Coverage Report



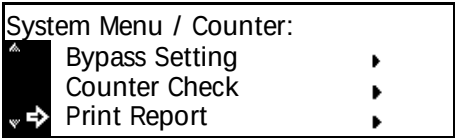
NOTE: Ensure that A4/11 × 8 1/2" paper is loaded in the cassette prior to printing a report.

A coverage report details the number of printed sheets and the average of blackness ratio for each paper size. The following items are included.

- Total Toner Coverage report
- Copy Toner Coverage report
- Printer Toner Coverage report
- Fax Toner Coverage report

1 Press **[System Menu / Counter]**.

2 Press **▲** or **▼** to select *Print Report* and press **[Enter]**.



3 Press **▲** or **▼** to select the report to print and press **[Enter]**.

The report is printed.



4 Press **[Reset]**. The *Copier Basic* screen returns.

Language Setting

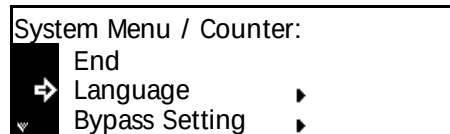
You can select the language that will be used in the message display.

The following languages are available for selection:

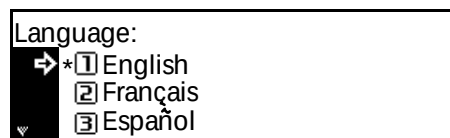
- Inch Specification — English, French (Français), Spanish (Español), and Japanese (日本語)
- Metric Specification — English, German (Deutsch), French (Français), Spanish (Español), and Italian (Italiano)

1 Press **[System Menu / Counter]**.

2 Press **▲** or **▼** to select *Language* and press **[Enter]**.



3 Press **▲** or **▼** to select the language required and press **[Enter]**.



The message display returns to the *Copier Basic* screen, and the language changes.

User Adjustment

NOTE: This setting displays only on the 25 ppm model.

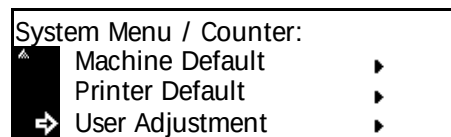
Drum Refresh

If output images are deformed or unnecessary white points appear, perform a *Drum Refresh*. It takes approximately two minutes.

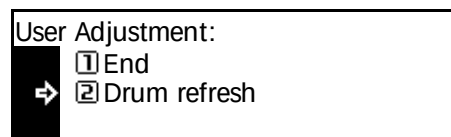
NOTE: Ensure that A3, A4, 11 × 17" (Ledger), or 11 × 8 1/2" paper is loaded in the *Multi-Bypass Tray*.

1 Press **[System Menu / Counter]**.

2 Press ▲ or ▼ to select *User Adjustment* and press **[Enter]**.

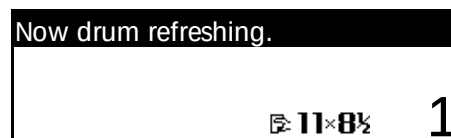


3 Press ▲ or ▼ to select *Drum refresh* and press **[Enter]**.

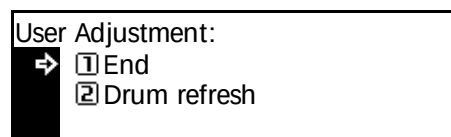


4 Press ▲ or ▼ to select *Yes* and press **[Enter]**.

Drum refresh starts.



5 When *Drum refresh* has finished, press ▲ or ▼ to select *End* and press **[Enter]**.



6 Press **[Reset]**. The *Copier Basic* screen returns.

4 Job Accounting

This chapter explains the *Job Accounting* functions of the machine.

- Job Accounting Mode 4-2
- Managing Accounts 4-4
- Default Settings 4-12
- Using Job Accounting 4-15

Job Accounting Mode

Use *Job Accounting* mode to control the total number of copies and prints by setting an *ID-code* for each account.

Job Accounting mode has the following features.

- Controls the Copy functions, printer functions, and optional scanner/fax functions using *ID-codes*.
- Controls up to 100 accounts.
- *ID-codes* can have up to eight digits.
- Counts the number of copies for all accounts and individual accounts.
- You can limit of number of sheets up to 999,999 in 1 sheet increments.
- You can clear the counter for all accounts and individual accounts.

The following functions are available in the *Job Accounting* mode.

Job Accounting mode	Description	Reference page
Managing Accounts	• Registration — Registers ID-codes and limit of use. Up to 100 ID-codes can be registered. • Deletion — Deletes registered accounts. • Change of limit of use — Changes the limit of use for each account.	4-4
All Account Management	Viewing the total count, printing a <i>Job Accounting</i> report, and counter clear for all accounts can be performed.	4-10
Individual Account Management	Counting of the total count and counter clear for individual accounts can be performed.	4-10
Enabling Job Accounting	Switching the <i>Job Accounting</i> function <i>On</i> or <i>Off</i> .	4-11
Default Settings	Adjusting the default settings for <i>Job Accounting</i> mode.	4-12

NOTE: For settings on the computer required for using *Job Accounting* concerning the printer functions, refer to the *KX Printer Driver Operation Guide*.

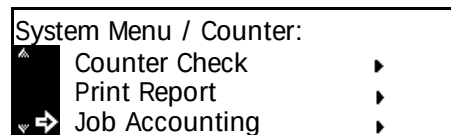
NOTE: In addition, the *Job Accounting* mode that can be set from the computer is available. For details, refer to the *KM-NET for Accounting Operation Guide*.

Access the Job Accounting Screen

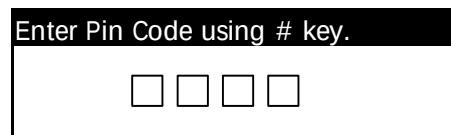
Use the following procedure to display the *Job Accounting* screen.

1 Press **[System Menu / Counter]**.

2 Press **▲** or **▼** to select *Job Accounting* and press **[Enter]**.

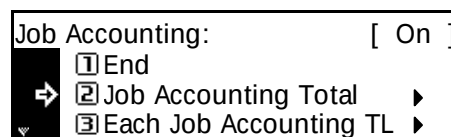


3 Use the keypad to enter the 4 digit management code.



NOTE: The factory default management code varies for each model: 16 ppm model = 1600, 20 ppm model = 2000, and 25 ppm model = 2500. The four-digit management code can be changed. For further information refer to *Administrator Management Code Change*, on page 3-25.

If the code is accepted, the *Job Accounting* screen displays.



4 Setup the options required using the instructions starting on page 4-4.

Managing Accounts

Registering a New Account

Register an ID-code and set the *Limit of Use* for each account.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen, on page 4-3*.

- 2 Press ▲ or ▼ to select *Edit Job Accounting* and press [Enter].

Job Accounting:		[On]
➔	① End	
➔	② Job Accounting Total	▶
➔	③ Each Job Accounting TL	▶

- 3 Press ▲ or ▼ to select *New registration* and press [Enter].

Edit Job Accounting:	
	End
➔	New registration ▶
▼	Delete ▶

Use the numeric keys to enter a 1 to 8 digit ID-code, 0 to 99999999 can be used.

New registration:	
■■■■■■■■	Account ID

NOTE: If you try to register an ID-code that has been already entered, an error occurs. Enter another ID-code and press [Enter].

When the ID-code is registered, *Please wait* displays.

Please wait.	
--------------	--

- 4 Set the *Limit in use* for each function, refer to *Limit of Use, on page 4-5*. You can set the *Limit of use* for each registered account.

Limit in use:	
➔	End
➔	Copy : Able use
➔	Printer : Able use

- 5 On completion, press ▲ or ▼ to select *End* and press [Enter].

Limit in use:	
➔	End
➔	Copy : Able use
➔	Printer : Able use

NOTE: You can change the management method to set the count limit for copying and printing respectively. For details, refer to the *KM-NET for Accounting Operation Guide*.

Limit of Use

Use to set the *Limit of Use* for each registered account. Restrictions can be setup for each available function.

Copy Restriction

Use to permit or prohibit copying.

NOTE: This item displays if *Copy Job Accounting* is set to *On*, refer to *Copy Job Accounting*, on page 4-12.

1 Display the *Limit in use* screen, refer to *Registering a New Account*, on page 4-4.

2 Press ▲ or ▼ to select *Copy* and press [Enter].

Limit in use:	
End	
➔ Copy	: Able use
Printer	: Able use

3 Press ▲ or ▼ to select *Able to use* or *Unable to use*, and press the [Enter] key.

Copy:	
➔ *1	Able to use
2	Unable to use

- *Able to use* — Permits copying.
- *Unable to use* — Prohibits copying.

The *Limit in use* screen displays.

Print Restriction

Use to permit or prohibit printing.

NOTE: This item displays if *Printer Job Accounting* is set to *On*, refer to *Printer Job Accounting*, on page 4-12.

1 Display the *Limit in use* screen, refer to *Registering a New Account*, on page 4-4.

2 Press ▲ or ▼ to select *Printer* and press [Enter].

Limit in use:	
End	
Copy	: Able use
➔ Printer	: Able use

- 3** Press ▲ or ▼ to select *Able to use* or *Unable to use* and press the [Enter].

- *Able to use* — Permits printing.
- *Unable to use* — Prohibits printing.

Printer:
 ➡ *① Able to use
 ② Unable to use

The *Limit in use* screen displays.

Output Limit

Use to limit the total number of copies or prints, or to set *No Limit*.

NOTE: This item does not display if both *Copy Restriction* and *Print Restriction* are set to *Unable to use*.

- 1** Display the *Limit in use* screen, refer to *Registering a New Account*, on page 4-4.

- 2** Press ▲ or ▼ to select *Output limit* and press [Enter].

Limit in use:
 ▲ Copy : Able use
 Printer : Able use
 ➡ Output Limit : No limit

- 3** Press ▲ or ▼ to select *No limit* or *Counter limit* and press [Enter]

- *No limit* — Does not set the limit of count.
- *Counter limit* — Set the limit of count (0 to 999,999).

Output Limit
 ➡ *① No Limit
 ② Counter Limit

If *Counter limit* is selected, the *Counter limit Default Value* screen displays.

Use the numeric keys to enter the counter limit, up to 999,999 can be entered in 1 sheet increments. Press [Enter].

Counter Limit Default Value:
 999.999 Limitation

The *Limit in use* screen displays.

Scanner Transmission Limit

Use to permit or prohibit scanning if the optional *Network Scanner* kit is installed. If scanning is permitted, the total number of scanning transmissions can be limited or set to *No Limit*.

NOTE: This item displays if *Scanner Job Accounting* is set to *On*, refer to *Scanner Job Accounting*, on page 4-13.

1 Display the *Limit in use* screen, refer to *Registering a New Account*, on page 4-4.

2 Press ▲ or ▼ to select *Scanner TX* and press [Enter].

Limit in use:	
Printer	: Able use
Output Limit	: Able use
➔ Scanner TX	: No limit

3 Press ▲ or ▼ to select *No limit*, *Counter limit* or *Is not permitted* and press [Enter].

Scanner Transmitting:	
➔ *①	No Limit
②	Counter Limit
③	Is not permitted

- *No limit* — Does not set the limit of count of scanner transmission.
- *Counter limit* — Set the limit of count of scanner transmission (0 to 999,999).
- *Is not permitted* — Prohibits use of scanner transmission.

If *Counter limit* is selected, the *Counter limit Default Value* screen displays.

Use the numeric keys to enter the counter limit, up to 999,999 can be entered in 1 sheet increments. Press [Enter].

Counter Limit Default Value:	
999.999	Limitation

The *Limit in use* screen displays.

Fax Transmission Limit

Use to permit or prohibit faxing if the optional *Fax* kit is installed. If faxing is permitted, the total number of fax transmissions can be limited or set to *No Limit*.

NOTE: This item displays if *Fax Job Accounting* is set to *On*, refer to *Fax Job Accounting*, on page 4-13.

1 Display the *Limit in use* screen, refer to *Registering a New Account*, on page 4-4.

2 Press ▲ or ▼ to select *Fax TX* and press [Enter].

Limit in use:	
Output Limit	: No limit
Scanner TX	: No limit
➔ Fax TX	: No limit

3 Press ▲ or ▼ to select *No limit*, *Counter limit* or *Is not permitted* and press [Enter].

Fax Transmitting:	
➔ *①	No Limit
②	Counter Limit
③	Is not permitted

- *No limit* — Does not set the limit of count of fax transmission.
- *Counter limit* — Set the limit of count of fax transmission (0 to 999,999).
- *Is not permitted* — Prohibits use of fax transmission.

If *Counter limit* is selected, the *Counter limit Default Value* screen displays.

Use the numeric keys to enter the counter limit, up to 999,999 can be entered in 1 sheet increments. Press [Enter].

Counter Limit Default Value:	
999.999	Limitation

The *Limit in use* screen displays.

Deleting an Account

Use to delete a registered account.

1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen*, on page 4-3.

2 Press ▲ or ▼ to select *Edit Job Accounting* and press [Enter].

Job Accounting:		[On]
▲	③ Each Job Accounting TL	▶
➔	④ Edit Job Accounting	▶
▼	⑤ Job Accountg Def. Set.	▶

3 Press ▲ or ▼ to select *Delete* and press [Enter].

Edit Job Accounting:	
End	
New registration	▶
➔ Delete	▶

- 4** Press ▲ or ▼ to select the ID-code to delete and press [Enter].

Delete:	
End	
➔ 11111111	: 123.456
22222222	: 000.234

A confirmation screen displays.

Press ▲ or ▼ to select Yes and press [Enter].

Delete?	
Yes	
➔ No	

To delete another account, repeat the procedure.

- 5** On completion, press ▲ or ▼ to select *End* and press [Enter].

Delete:	
➔ End	
22222222	: 000.234
33333333	: 006.101

Changing Limit of Use

Use to change the *Limit of use* that has been setup.

NOTE: To set the limit of use in managing accounts, you must set *Copy Job Accounting* and *Printer Job Accounting* to *On*. If the optional *Network Scanner* kit or *Fax* kit is installed, set *Scanner Job Accounting* or *Fax Job Accounting* to *On*, refer to *Default Settings*, on page 4-12.

- 1** Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen*, on page 4-3.

- 2** Press ▲ or ▼ to select *Edit Job Accounting* and press [Enter].

Job Accounting:		[On]
▲	③ Each Job Accounting TL	▶
➔	④ Edit Job Accounting	▶
▼	⑤ Job Accountg Def. Set.	▶

- 3** Press ▲ or ▼ to select *Change limit in use* and press [Enter].

Edit Job Accounting:		
▲	New registration	▶
	Delete	▶
➔	Change limit in use	▶

- 4** Press ▲ or ▼ to select the ID-code to change and press [Enter].

Change the limit.

Change limit in use:	
End	
➔ 11111111	: 123.456
22222222	: 000.234

- 5** On completion, press ▲ or ▼ to select *End* and press [Enter].

Change limit in use:	
➔ End	
11111111	: 123.456
22222222	: 000.234

All Account Management

Use to view the total output count, print a *Job Accounting* report, and clear the counter for all accounts.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen, on page 4-3*.

- 2 Press ▲ or ▼ to select *Job Accounting Total* and press [Enter].

Job Accounting:		[On]
➡	① End	
➡	② Job Accounting Total	▶
➡	③ Each Job Accounting TL	▶

The total output count of all accounts displays.

- 3 To print the *Job Accounting* report, press ▲ or ▼ to select *Print Report* and press [Enter].

Job Accounting Total:		1. 234. 567
➡	End	
➡	Print Report	▶
➡	Counter clear	▶

Example: Job Accounting report

- 4 To clear the counter, press ▲ or ▼ to select *Counter clear* and press [Enter].

Job Accounting Total:		1. 234. 567
➡	End	
➡	Print Report	▶
➡	Counter clear	▶

A confirmation screen displays.

Press ▲ or ▼ to select *Yes* and press [Enter].

Clear counter?	
➡	Yes
➡	No

- 5 On completion, press ▲ or ▼ to select *End* and press [Enter].

Job Accounting Total:		0. 000. 000
➡	End	
➡	Print Report	▶
➡	Counter clear	▶

Individual Account Management

You can see the output count and clear the counter for individual accounts.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen, on page 4-3*.

- 2 Press ▲ or ▼ to select *Each Job Accounting TL* and press [Enter].

```

Job Accounting:                [ On ]
  ① End
  ② Job Accounting Total      ▶
  ③ Each Job Accounting TL    ▶
  
```

The output counts for individual accounts display.

```

Each Job Acct Ttl/Cntr clear:
  End
  11111111      : 123.456
  22222222      : 000.234
  
```

- 3 To clear the counter, press ▲ or ▼ to select the ID-code and press [Enter].

```

Clear counter?
  Yes
  ➔ No
  
```

A confirmation screen displays.

Press ▲ or ▼ to select *Yes* and press [Enter].

- 4 On completion, press ▲ or ▼ to select *End* and press [Enter].

```

Each Job Acct Ttl/Cntr clear:
  ➔ End
  11111111      : 000.000
  22222222      : 000.234
  
```

Enabling Job Accounting

Use to switch the *Job Accounting* function *On* or *Off*.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen, on page 4-3*.

- 2 Press ▲ or ▼ to select *Job Accounting On/Off* and press [Enter].

```

Job Accounting:                [ On ]
  ▲ ④ Edit Job Accounting      ▶
  ⑤ Job Accountg Def. Set.    ▶
  ➔ ⑥ Job Accounting On/Off    ▶
  
```

- 3 Press ▲ or ▼ to select *Off* or *On* and press [Enter].

```

Job Accounting:
  ① Off
  ➔ *② On
  
```

- 4 Press [Reset].

If you have selected *On*, the ID-code screen displays.

Default Settings

Use to adjust the default settings for *Job Accounting*.

Copy Job Accounting

You can select whether or not to enable *Job Accounting* for the *Copy* functions.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen, on page 4-3*.
- 2 Press ▲ or ▼ to select *Job Accountg Def. Set* and press [Enter].
- 3 Press ▲ or ▼ to select *Copy Job Account* and press [Enter].
- 4 Press ▲ or ▼ to select *Off* or *On* and press [Enter].
- 5 On completion, press ▲ or ▼ to select *End* and press [Enter].

```

Job Accounting:                [ On ]
▲  ③ Each Job Accounting TL    ▶
▼  ④ Edit Job Accounting      ▶
▼  ⑤ Job Accountg Def. Set.    ▶
  
```

```

Job Accounting Default Setting:
End
➡ Copy Job Account.: On
▼ Prnt Job Account. : On
  
```

```

Copy Job Accounting:
  ① Off
➡ *② On
  
```

```

Job Accounting Default Setting:
➡ End
▼ Copy Job Account.: On
▼ Prnt Job Account. : On
  
```

Printer Job Accounting

You can select whether or not to enable *Job Accounting* for the *Printer* functions.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen, on page 4-3*.
- 2 Press ▲ or ▼ to select *Job Accountg Def. Set* and press [Enter].
- 3 Press ▲ or ▼ to select *Prnt Job Account* and press [Enter].

```

Job Accounting:                [ On ]
▲  ③ Each Job Accounting TL    ▶
▼  ④ Edit Job Accounting      ▶
▼  ⑤ Job Accountg Def. Set.    ▶
  
```

```

Job Accounting Default Setting:
End
▼ Copy Job Account.: On
▼ Prnt Job Account. : On
  
```


- 4 Press ▲ or ▼ to select *Off* or *On* and press [Enter].

Printer Job Accounting:

➡ ① Off
➡ *② On

- 5 On completion, press ▲ or ▼ to select *End* and press [Enter].

Job Accounting Default Setting:

➡ End
▼ Copy Job Account.: On
▼ Prnt Job Account. : On

Scanner Job Accounting

You can select whether or not to enable *Job Accounting* for the *Scanner* functions.

NOTE: This item displays if the optional *Network Scanner* kit is installed.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen*, on page 4-3.

- 2 Press ▲ or ▼ to select *Job Accountg Def. Set* and press [Enter].

Job Accounting: [On]
▲ ③ Each Job Accounting TL ▶
④ Edit Job Accounting ▶
▼ ➡ ⑤ Job Accountg Def. Set. ▶

- 3 Press ▲ or ▼ to select *Scanner Job Accnt* and press [Enter].

Job Accounting Default Setting:
▲ Copy Job Account. : On
▼ Prnt Job Account. : On
▼ ➡ Scanner Job Accnt : On

- 4 Press ▲ or ▼ to select *Off* or *On* and press [Enter].

Scanner Job Accounting:

➡ ① Off
➡ *② On

- 5 On completion, press ▲ or ▼ to select *End* and press [Enter].

Job Accounting Default Setting:

➡ End
▼ Copy Job Account.: On
▼ Prnt Job Account. : On

Fax Job Accounting

You can select whether or not to enable *Job Accounting* for the *Fax* functions.

NOTE: This item displays if the optional *Fax* kit is installed.

- 1 Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen*, on page 4-3.

- 2** Press ▲ or ▼ to select *Job Accountg Def. Set* and press [Enter].

Job Accounting: [On]
 ▲ ③ Each Job Accounting TL ▶
 ④ Edit Job Accounting ▶
 ▼ ➔ ⑤ Job Accountg Def. Set. ▶

- 3** Press ▲ or ▼ to select *Fax Job Accountng* and press [Enter].

Job Accounting Default Setting:
 ▲ Prnt Job Account. : On
 ▼ ➔ Scanner Job Acctn : On
 Fax Job Accountng : On

- 4** Press ▲ or ▼ to select *Off* or *On* and press [Enter].

Fax Job Accounting:
 ① Off
 ➔ *② On

- 5** On completion, press ▲ or ▼ to select *End* and press [Enter].

Job Accounting Default Setting:
 ➔ End
 Copy Job Account.: On
 ▼ Prnt Job Account. : On

Excess Limit Setting

Use to select which action the machine takes when the limit set has been exceeded. You can select to prohibit use of the machine immediately, prohibit use after the current job has completed, or to display a warning message.

- 1** Display the *Job Accounting* screen, refer to *Access the Job Accounting Screen*, on page 4-3.

- 2** Press ▲ or ▼ to select *Job Accountg Def. Set* and press [Enter].

Job Accounting: [On]
 ▲ ③ Each Job Accounting TL ▶
 ④ Edit Job Accounting ▶
 ▼ ➔ ⑤ Job Accountg Def. Set. ▶

- 3** Press ▲ or ▼ to select *Excess limit Set* and press [Enter].

Job Accounting Default Setting:
 ▲ Scanner Job Acctn : On
 Fax Job Accountng : On
 ➔ Excess limit Set. : Prohibit

- 4** Press ▲ or ▼ to select *Stop job immediately*, *Stop after job done* or *Only warning* and press [Enter].

Excess limit Setting:
 ➔ *① Stop job immediately
 ② Stop after job done
 ③ Only warning

- 5** On completion, press ▲ or ▼ to select *End* and press [Enter].

Job Accounting Default Setting:
 ➔ End
 Copy Job Account.: On
 ▼ Prnt Job Account. : On

Using Job Accounting

Copy Operation

To perform copying operations when *Job Accounting* is enabled, enter your ID-code using the numeric keys.

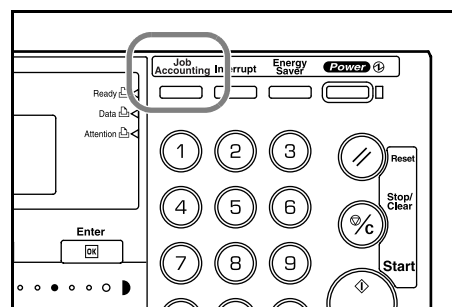
- 1 Enter the ID-code using the numeric keys and press **[Enter]**.
The *Copier Basic* screen displays.



NOTE: If you enter an incorrect code, press **[Stop/Clear]** and enter the code again.

If the entered ID-code does not match any registered ID-code, an error sound is emitted. Enter the correct ID-code and press **[Enter]**.

- 2 Perform the copy operation.
- 3 When copying is complete, press the *Job Accounting* key.



Printer Operation

To use *Job Accounting* for printing, options must be selected in the printer driver. For details, refer to the *KX Printer Driver Operation Guide*.

Appendix

The Appendix contains the following specifications:

- Paper Appendix-2
- SpecificationsAppendix-11
- Glossary Appendix-17

Paper

General Guidelines

The machine is designed to print on standard copier paper (the type used in ordinary dry copier machines), but it can also accept a variety of other types of paper within the limits specified below.

NOTE: The manufacturer assumes no liability for problems that occur when paper not satisfying these requirements is used.

Selection of the right paper is important. Using the wrong paper can result in paper jams, curling, poor print quality, and paper waste, and in extreme cases can damage the machine. The guidelines given below will increase the productivity of your office by ensuring efficient, trouble-free printing and reducing wear and tear on the machine.

Paper Availability

Most types of paper are compatible with a variety of machines. Paper intended for xerographic copiers can also be used with the machine.

There are three general grades of paper: *economy*, *standard*, and *premium*. The most significant difference between grades is the ease with which they pass through the machine. This is affected by the *smoothness*, *size*, and *moisture content* of the paper, and the way in which the paper is cut. The higher the grade of paper you use, the less risk there will be of paper jams and other problems, and the higher the level of quality your printed output will reflect.

Differences between paper from different suppliers can also affect the machine's performance. A high-quality printer cannot produce high-quality results when the wrong paper is used. Low-priced paper is not economical in the long run if it causes printing problems.

Paper in each grade is available in a range of basis weights (defined later). The traditional standard weights are 16, 20, and 28 pounds (60 to 105 g/m²).

Paper Specifications

The following table summarizes the basic paper specifications. Details are given on the following pages.

Item	Specification
Weight	Cassette: 60 to 105 g/m ² (16 to 28 lb/ream) Multi-Bypass Tray: 60 to 163 g/m ² (16 to 43 lb/ream)

Item	Specification
Thickness	0.086 to 0.110 mm (3.4 to 4.3 mils)
Dimensional accuracy	± 0.7 mm (± 0.0276 inches)
Squareness of corners	$90^\circ \pm 0.2^\circ$
Moisture content	4 % to 6 %
Direction of grain	Long grain
Pulp content	80 % or more

Selecting the Right Paper

This section describes the guidelines for selecting paper.

Condition

Avoid using paper that is bent at the edges, curled, dirty, torn, embossed, or contaminated with lint, clay, or paper shreds.

Use of paper in these conditions can lead to illegible printing and paper jams, and can shorten the life of the machine. In particular, avoid using paper with a surface coating or other surface treatment. Paper should have as smooth and even a surface as possible.

Composition

Do not use paper that has been coated or surface-treated and contains plastic or carbon. The heat of fusing can cause such paper to give off harmful fumes.

Bond paper should contain at least 80 % pulp. Not more than 20 % of the total paper content should consist of cotton or other fibers.

Paper Sizes

Cassettes and the *Multi-Bypass Tray* are available for the paper sizes listed in the table below. The dimensional tolerances are ± 0.7 mm (± 0.0276 inches) for the length and width. The angle at the corners must be $90^\circ \pm 0.2^\circ$.

Multi-Bypass Tray	Cassette or Multi-Bypass Tray
B6R (128 × 182 mm)	A3 (297 × 420 mm)
A6R (105 × 148 mm)	B4 (257 × 364 mm)
Postcard (100 × 148 mm)	A4 (297 × 210 mm)
Return postcard (148 × 200 mm)	A4R (210 × 297 mm)
Executive (7 1/4 × 10 1/2")	B5 (257 × 182 mm)

Multi-Bypass Tray	Cassette or Multi-Bypass Tray
Envelope DL (110 × 220 mm)	B5R (182 × 257 mm)
Envelope C5 (162 × 229 mm)	A5R (148 × 210 mm)
Envelope C4 (229 × 324 mm)	Folio (210 × 330 mm)
ISO B5 (176 × 250 mm)	11 × 17" (Ledger)
Comm.#10 (4 1/8 × 9 1/2")	8 1/2 × 14" (Legal)
Comm.#9 (3 7/8 × 8 7/8")	11 × 8 1/2"
Comm.#6-3/4 (3 5/8 × 6 1/2")	8 1/2 × 11" (Letter)
Monarch (3 7/8 × 7 1/2")	5 1/2 × 8 1/2" (Statement)
Custom: 3 7/8 × 5 7/8" to 11 5/8 × 17", 98 × 148 to 297 × 432 mm	

Smoothness

The paper should have a smooth, uncoated surface. Paper with a rough or sandy surface can cause voids in the printed output. Paper that is too smooth can cause multiple feeding and fogging problems. (Fogging is a gray background effect.)

Basis weight

Basis weight is the weight of paper expressed in grams per square meter (g/m²). Paper that is too heavy or too light may cause feed errors or paper jams as well as premature wear of the product. Uneven weight of paper, namely uneven paper thickness may cause multiple-sheet feeding or print quality problems such as blurring because of poor toner fusing.

The recommended basis weight is between 60 and 105 g/m² (16 and 28 lb/ream) for the cassette and between 45 and 160 g/m² (12 and 42 lb/ream) for the multi-bypass tray.

Thickness

The paper used with the machine should be neither extremely thick nor extremely thin. If you are having problems with paper jams, multiple feeds, and faint printing, the paper you are using may be too thin. If you are having problems with paper jams and blurred printing the paper may be too thick. The correct thickness is 0.086 to 0.110 mm (3.4 to 4.3 mils).

Moisture Content

Moisture content is defined as the percent ratio of moisture to the dry mass of the paper. Moisture can affect the paper's appearance, feed ability, curl, electrostatic properties, and toner fusing characteristics.

The moisture content of the paper varies with the relative humidity in the room. When the relative humidity is high and the paper absorbs moisture, the paper edges expand, becoming wavy in appearance. When the relative humidity is low and the paper loses moisture, the edges shrink and tighten, and print contrast may suffer.

Wavy or tight edges can cause jams and alignment anomalies. The moisture content of the paper should be 4 to 6 %.

To ensure correct moisture content, it is important to store the paper in a controlled environment. Some tips on moisture control are:

- Store paper in a cool, dry location.
- Keep the paper in its wrapping as long as possible. Re-wrap paper that is not in use.
- Store paper in its original carton. Place a pallet etc. under the carton to separate it from the floor.
- After removing paper from storage, let it stand in the same room as the machine for 48 hours before use.
- Avoid leaving paper where it is exposed to heat, sunlight, or damp.

Paper Grain

When paper is manufactured, it is cut into sheets with the grain running parallel to the length (long grain) or parallel to the width (short grain). Short grain paper can cause feeding problems in the machine. All paper used in the machine should be long grain.

Other Paper Properties

Porosity: Indicates the density of paper fiber.

Stiffness: Limp paper may buckle in the machine, resulting in paper jams.

Curl: Most paper naturally tends to curl one way if left unpacked. When paper passes through the fixing unit, it curls upward a little. To produce flat printouts, load the paper so that the upward pressure from the machine can correct their curling.

Electrostatic discharge: During the printing process the paper is electrostatically charged to attract the toner. The paper must be able to release this charge so that printed sheets do not cling together in the *Output Tray*.

Whiteness: The contrast of the printed page depends on the whiteness of the paper. Whiter paper provides a sharper, brighter appearance.

Quality control: Uneven sheet size, corners that are not square, ragged edges, welded (uncut) sheets, and crushed edges and corners can cause the machine to malfunction in various ways. A quality paper supplier should take considerable care to ensure that these problems do not occur.

Packaging: Paper should be packed in a sturdy carton to protect it from damage during transport. Quality paper obtained from a reputable supplier is usually correctly packaged.

Special treatment: It is recommended not to use paper with the following treatment even if the paper satisfies the basic specifications. To use this type of paper, perform a test prior to purchasing large amounts.

- Glazed paper
- Watermarked paper
- Paper with uneven surface
- Paper with perforations

Special Paper

The following types of special paper can be used:

- Transparency
- Preprinted paper
- Label
- Bond paper
- Recycled paper
- Thin paper (45 to 64 g/m²)
- Letterhead
- Color paper
- Prepunched paper
- Envelope
- Postcard
- Thick paper (90 to 160 g/m²)
- High-quality paper

Use paper that is sold specifically for use with copiers or printers (heat-fusing type). When using transparencies, labels, thin paper, envelopes, postcards, or thick paper, feed the paper from the *Multi-Bypass Tray*.

Since the composition and quality of special paper vary considerably, special paper is more likely than white bond paper to give trouble during printing. No liability will be assumed if moisture and so forth given off during printing on special paper causes harm to the machine or operator.

NOTE: Before purchasing any type of special paper, test a sample on the machine and check that printing quality is satisfactory.

Transparency

Transparency must be able to withstand the heat of fusing during the printing process. It should satisfy the conditions in the table below.

Item	Specification
Tolerance of heat	Must tolerate at least 190°C (374°F)
Thickness	0.100 to 0.110 mm (3.9 to 4.3 mils)
Material	Polyester
Dimensional accuracy	±0.7 mm (±0.0276 in)
Squareness of corners	90° ±0.2°

To avoid problems, feed transparencies from the *Multi-Bypass Tray*, loaded with the long side toward the main body.

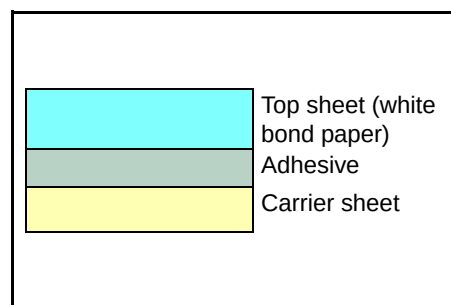
If transparency jams frequently, pull the top of the sheet very gently as it leaves the machine.

Labels

Labels must be fed from the *Multi-Bypass Tray*.

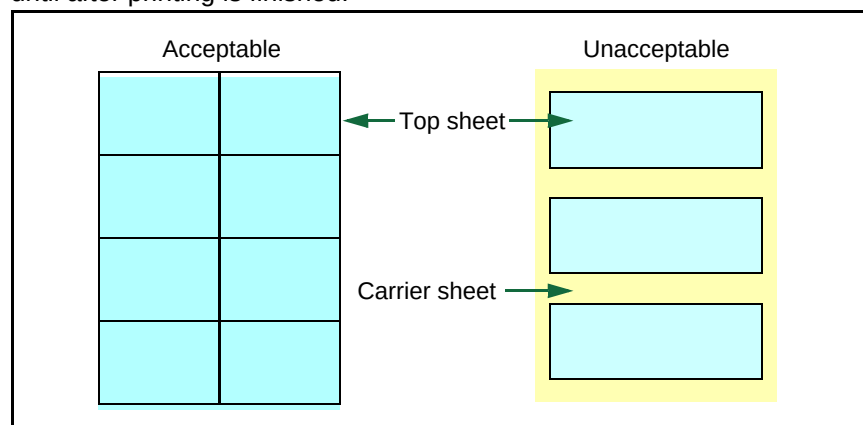
The basic rule for printing on adhesive labels is that the adhesive must never come into contact with any part of the machine. Adhesive paper sticking to the drum or rollers will damage the machine.

Label paper has a structure comprising of three layers, as shown in the diagram. The top sheet is printed on. The adhesive layer consists of pressure-sensitive adhesives. The carrier sheet (also called the linear or backing sheet) holds the labels until used. Due to the complexity of its composition, adhesive-backed label paper is particularly likely to give printing problems.



Adhesive label paper must be entirely covered by its top sheet, with no spaces between the individual labels. Labels with spaces in between are liable to peel off, causing serious paper jam problems.

Some label paper is manufactured with an extra margin of top sheet around the edge. Do not remove the extra top sheet from the carrier sheet until after printing is finished.



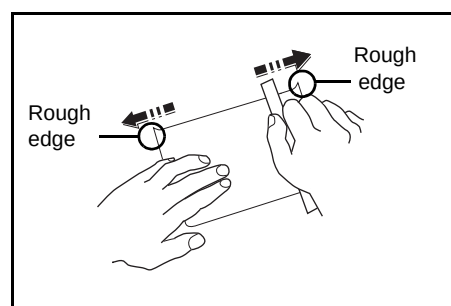
The table below lists the specifications for adhesive label paper.

Item	Specification
Weight of top sheet	44 to 74 g/m ² (12 to 20 lb/ream)
Composite weight	104 to 151 g/m ² (28 to 40 lb/ream)
Thickness of top sheet	0.086 to 0.107 mm (3.9 to 4.2 mils)
Composite thickness	0.115 to 0.145 mm (4.5 to 5.7 mils)
Moisture content	4 to 6 % (composite)

Postcards

Fan the stack of postcards and align the edges before loading them in the MP tray. Make sure the postcards you are going to set are not curled. Feeding curled postcards may cause paper jams.

Some postcards have rough edges on the back (those are created when the paper is cut). In this case, put the postcards on a flat place and rub the edges with, for example, a ruler to smooth them.



Envelopes

Feed envelopes from the *Multi-Bypass Tray*.

Since the composition of an envelope is complex, consistent printing quality over the entire envelope surface may be difficult. Thin envelopes may wrinkle when they pass through the machine. Before purchasing envelopes, perform a test to check to if the printing result is satisfactory.

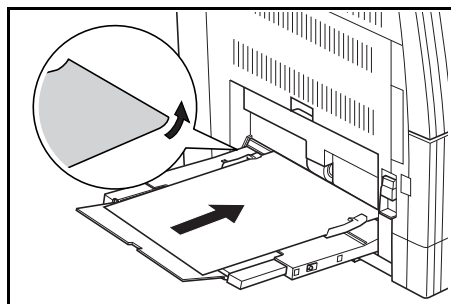
Adhere to the following guidelines:

- Unpack the envelopes just before using them, do not use envelopes which have been left out for a long time.
- Do not use any envelopes on which adhesive is exposed. Even if adhesive is not exposed, if simple peeling of paper exposes adhesive, do not use such envelopes. If a small piece of paper that covers the adhesive is peeled in this machine, a serious failure may occur.
- Do not use envelopes with special treatment. Do not use envelopes with a grommet for winding a string, those with an open window or those with a window to which film treatment is applied.
- If paper jams occur, load fewer envelopes at a time.
- When printing onto multiple envelopes, avoid stacking more than 10 envelopes in the *Output Tray* to prevent paper jams.

Thick Paper

Fan the stack of paper and align the edges before loading them in the MP tray. Some types of paper have rough edges on the back (those are created when the paper is cut). In this case, put the paper on a flat place and rub the edges once or twice with, for example, a ruler to smooth them. Feeding rough edged paper may cause paper jams.

NOTE: If the paper jams even after you smooth it out, load the paper in the *Multi-Bypass Tray* with the leading edge raised up a few millimeters as shown in the illustration below.



Colored Paper

Colored paper should satisfy the same conditions as white bond paper, refer to *Paper Specifications*, on page Appendix-2. In addition, the pigments used in the paper must be able to withstand the heat of fusing during the printing process (up to 200°C or 392°F).

Preprinted Paper

Preprinted paper should satisfy the same conditions as white bond paper, refer to *Paper Specifications*, on page Appendix-2. The preprinted ink must be able to withstand the heat of fusing during the printing process, and must not be affected by silicone oil.

Do not use paper with any kind of surface treatment, such as the type of paper commonly used for calendars.

Recycled paper

Select recycled paper that meets the same specifications as the white bond paper except for whiteness, refer to *Paper Specifications*, on page *Appendix-2*.

NOTE: Before purchasing recycled paper, test a sample on the machine and check that the printing quality is satisfactory.

Specifications

NOTE: Specifications are subject to change without notice.

Machine

Copying System	Indirect Electrostatic System
Original Types Accommodated	Sheets, Books, and 3-dimensional objects (maximum original size: A3/11 × 17")
Copy Sizes - Cassette - Multi-Bypass Tray - Width that Cannot be Copied	A3, B4, A4, A4R, B5, B5R, A5R, Folio, 11 × 17" (Ledger), 8 1/2 × 14" (Legal), 11 × 8 1/2", 8 1/2 × 11" (Letter), 5 1/2 × 8 1/2" (Statement), 8 1/2 × 13" (Oficio II) A3 to A6R, Postcard, Folio, 11 × 17" (Ledger) to 5 1/2 × 8 1/2" (Statement) 0.5 to 5.5 mm
Paper	For further information refer to <i>Paper, on page Appendix-2.</i>
Paper Feed Source Capacity - Cassette - Multi-Bypass Tray	300 sheets (80 g/m ²), 100 sheets (90 to 105 g/m ²) 50 sheets (80 g/m ²) (25 sheets for A3, B4, Folio, 11 × 17" (Ledger), 8 1/2 × 14" (Legal), 8 1/2 × 13" (Oficio II))
Output Tray Capacity	250 sheets (80 g/m ²)
Warm-up Time	Less than 20 seconds Time for recovery from Low Power mode: 10 seconds Time for recovery from Sleep Mode: 20 seconds (At room temperature: around 73.4 °F (23 °C), humidity: around 50 %)
Memory - For Copier - For Printer - Additional Memory	64 MB 64 MB For copier: 16 MB, 32 MB, 64 MB, and 128 MB For printer: 32 MB, 64 MB, 128 MB, and 256 MB
Operating Environment - Temperature - Relative Humidity - Altitude - Illumination	10 to 32.5 °C 15 to 80 % 2,000 m maximum 1,500 lux maximum
Power Source	120 V AC, 60 Hz, 9.0 A 220 to 240 V AC, 50/60 Hz, 5.0 A

Dimensions (W) × (D) × (H)	16ppm model: 22 5/8 × 23 3/8 × 21 7/16" 574 × 593 × 545 mm 20/25 ppm model: 22 5/8 × 23 3/8 × 25 9/16" 574 × 593 × 650mm
Weight	16 ppm model: Approx 92.4lbs/42kg 20/25 ppm model: Approx 107.8lbs/49kg
Noise Emission	≤ 70 dB(A)
Required Space (W) × (D)	32 9/16 × 23 3/8" 827 × 593 mm

Copier

Copying Speed: - Platen (1:1)	16 ppm model	A3/11 × 17" (Ledger): 8 sheets/minute B4/8 1/2 × 14" (Legal): 8 sheets/minute A4/11 × 8 1/2": 16 sheets/minute A4R/8 1/2 × 11" (Letter): 13 sheets/minute B5: 16 sheets/minute B5R: 13 sheets/minute A5R: 10 sheets/minute A6R: 10 sheets/minute
	20 ppm model	A3/11 × 17" (Ledger): 10 sheets/minute B4/8 1/2 × 14" (Legal): 11 sheets/minute A4/11 × 8 1/2": 20 sheets/minute A4R/8 1/2 × 11" (Letter): 13 sheets/minute B5: 20 sheets/minute B5R: 13 sheets/minute A5R: 10 sheets/minute A6R: 10 sheets/minute
	25 ppm model	A3/11 × 17" (Ledger): 13 sheets/minute B4/8 1/2 × 14" (Legal): 13 sheets/minute A4/11 × 8 1/2": 25 sheets/minute A4R/8 1/2 × 11" (Letter): 15 sheets/minute B5: 25 sheets/minute B5R: 15 sheets/minute A5R: 12 sheets/minute A6R: 11 sheets/minute
	16 ppm model	A4/11 × 8 1/2": 16 sheets/minute
	20 ppm model	A4/11 × 8 1/2": 20 sheets/minute
	25 ppm model	A4/11 × 8 1/2": 25 sheets/minute
- Document Processor (1:1)	16 ppm model	A4/11 × 8 1/2": 16 sheets/minute
	20 ppm model	A4/11 × 8 1/2": 20 sheets/minute
First Copy Time	16/20 ppm model	5.9 seconds or less (1:1, A4/11 × 8 1/2")
	25 ppm model	5.0 seconds or less (1:1, A4/11 × 8 1/2")

Resolution	Scanning: 600 × 600 dpi Printing: 600 × 600 dpi
Continuous Copying	1 to 999 sheets
Copying Magnification	Any ratio from 25 to 200 % (1 % increments) and fixed magnifications.

Printer

Printing Speed	Same As <i>Copying Speed</i> .	
First Print Time	16/20 ppm model	Approx. 5.5 seconds (1:1, A4/11 × 8 1/2")
	25 ppm model	Approx. 4.9 seconds (1:1, A4/11 × 8 1/2")
Resolution	300 dpi, 600 dpi, Fast 1200 mode	
Applicable OS	Microsoft Windows 95/98/Me Microsoft Windows NT4.x/2000/XP Apple Macintosh OS 9.x/OS X 10.x UNIX/Linux	
Interface	Parallel interface: 1 (based on IEEE1284) Network interface: 1 USB 2.0: 1 (USB Hi-Speed) Network interface card (optional): 1	

Document Processor (Option)

Original Feed System	Automatic Feeding
Acceptable Originals	Sheets of paper
Original Sizes	Max.: A3/11 × 17" Min.: A5R/5 1/2 × 8 1/2"
Original Paper Weight	One-sided originals: 45 g/m ² to 160 g/m ² Two-sided originals: 50 g/m ² to 120 g/m ²
Acceptable Number of Originals	50 sheets (50 g/m ² to 80 g/m ²)
Dimensions (W) × (D) × (H)	21 3/4 × 19 1/8 × 4 11/16" 552 × 483 × 120 mm
Weight	Approx. 13.2 lbs/6 kg

Paper Feeder (Option)

Paper Feed System	Automatic feeding from cassettes (300-sheet [80 g/m ²] capacity)
Paper Sizes	A3, B4, A4, A4R, B5, B5R, A5R, Folio, 11 × 17" (Ledger), 8 1/2 × 14" (Legal), 11 × 8 1/2", 8 1/2 × 11" (Letter), 5 1/2 × 8 1/2" (Statement), 8 1/2 × 13" (Oficio II)
Acceptable Paper	Weight: 64 to 105 g/m ² Types: Standard paper, recycled paper, and color paper
Dimensions (W) × (D) × (H)	22 7/16 × 21 3/16 × 5 5/16" 570 × 538 × 135 mm
Weight	Approx. 15.4 lbs/7 kg

Duplex Unit (Option)

System	Internal type
Paper Sizes	A3, B4, A4, A4R, B5, B5R, A5R, Folio, 11 × 17" (Ledger), 8 1/2 × 14" (Legal), 11 × 8 1/2", 8 1/2 × 11" (Letter), 5 1/2 × 8 1/2" (Statement), 8 1/2 × 13" (Oficio II)
Acceptable Paper	Weight: 64 to 90 g/m ² Types: Standard Paper, Recycled Paper, and Color Paper
Dimensions (W) × (D) × (H)	14 1/2 × 2 1/16 × 7 1/16" 368 × 53 × 180 mm
Weight	Approx. 1.4 lbs/0.65 kg

Finisher (Option)

Number of Trays	1
Paper Sizes	A3, B4, A4, A4R, B5, Folio, 11 × 17" (Ledger), 8 1/2 × 14" (Legal), 11 × 8 1/2", 8 1/2 × 11" (Letter), 8 1/2 × 13" (Oficio II)
Acceptable Paper	Weight: 60 to 105 g/m ² Types: Standard Paper, Recycled Paper, Color Paper, Thin Paper, Thick Paper, and Letterhead
Dimensions (W) × (D) × (H)	12 13/16 × 17 11/16 × 6 1/2" 325 × 450 × 165 mm
Weight	Approx. 17.6 lbs/8 kg

Job Separator (Option)

Number of Trays	1
Tray Capacity	100 sheets (80 g/m ²)
Paper Sizes	A3, B4, A4, A4R, B5, B5R, A5R, Folio, 11 × 17" (Ledger), 8 1/2 × 14" (Legal), 11 × 8 1/2", 8 1/2 × 11" (Letter), 5 1/2 × 8 1/2" (Statement), 8 1/2 × 13" (Oficio II)
Acceptable Paper	Weight: 45 to 160 g/m ² Types: Standard Paper, Recycled Paper, Color Paper, Thin Paper, Thick Paper, Letterhead, and Tracing Paper
Dimensions (W) × (D) × (H)	21 7/16 × 17 11/16 × 2 3/4" 545 × 450 × 70 mm
Weight	Approx. 3.3 lbs/1.5 kg

Environmental Specifications

Recovery time from Low Power mode	10 seconds
Transition time to Low Power mode (at time of purchase)	15 minutes
Transition time to Auto Sleep mode (at time of purchase)	30 minutes (16 and 20 ppm models) 45 minutes (25 ppm model)
Duplex (2-sided) Copying	Option
Paper Feed	Recycled Paper made from 100 % recycled pulp may be used with this product.

NOTE: Please consult with your *Dealer* or *Service Representative* if additional specifications are required.

Glossary

Additional memory	An additional memory (optional) is used for increasing the memory capacity of this machine. In this machine, a memory can be added for the copier functions and the printer functions respectively. (For copier: 16 MB, 32 MB, 64 MB, and 128 MB/for printer: 32 MB, 64 MB, 128 MB, and 256 MB) For DIMM that can be used in this machine, contact your dealer.
AppleTalk	AppleTalk offers file sharing and printer sharing and it also enables you to utilize application software that is on another computer on the same AppleTalk network.
APS (Auto Paper Selection)	This mode will automatically select copy paper of the same size as the original.
Default Gateway	This indicates the device, such as a computer or router, that serves as the entrance/exit (gateway) for accessing computers outside of the network that you are on. When no specific gateway is designated for a destination IP address, data is sent to the host that is designated as the Default Gateway.
DHCP (Dynamic Host Configuration Protocol)	This is a protocol that automatically resolves the IP address, Subnet Mask and Gateway address on a TCP/IP network. Use of DHCP minimizes the load of network administration, especially on network environments with a large number of client computers where it is not specifically necessary to assign a separate IP address to each client, including printers.
dpi (dots per inch)	This indicates the number of dots printed per inch (25.4 mm) as a unit for expressing resolution.
EcoPrint	This is a printing mode that reduces toner consumption. Pages printed in the EcoPrint mode are lighter than pages printed in the normal mode.
Emulation	This refers to emulation of other manufacturers' printers. The printer emulates operation of the following printers: PCL6, KPD, KC-GL, Line Printer, IBM Proprinter, DIABLO 630, and EPSON LQ-850.
Form Feed Timeout	While data is being sent to a printer, some pauses may occur. At this time, the printer waits for the next data without making a page break. Form feed timeout is a function to wait only a preset amount of time before it executes an automatic page break. After the waiting period begins, once the designated amount of time is exceeded, the printer will automatically process the currently received data and print it out. If the machine has received no print data for the last page, the printer ends processing of that job without outputting paper.
IEEE1284	This is a standard used when connecting a printer to a computer, and was established by the Institute of Electrical and Electronic Engineers in 1994.
IP Access control	This is a function to prohibit access to this machine from a host with an IP address that is not approved.
IP Address (Internet Protocol Address)	The Internet Protocol address is a unique number that represents a specific computer in a network. The format of an IP Address is four

numbers separated by dots, e.g. 192.168.110.171. Each number should be a decimal between 0 and 255.

IPP (Internet Print Protocol)	This enables output to the printer from a printer driver over the Internet or an intranet and via an IPP port. Using IPP, output to a remote printer is possible over the Internet.
KIR	This is smoothing function. It uses software to enhance the printer's resolution and produce high-quality printing. The default setting is On.
KPDL	KPDL is Kyocera's implementation of the PostScript page description language Level3.
Logical Printer	This is a software interface that exists between the Windows OS and the printers connected to it. A printer refers to the actual device that prints out, while a logical printer refers to the software interface that resides on the printer server. By using this interface, the method of processing print jobs as well as the method of sending that job to its destination (local port, network port, file or remote printer sharing) is determined. When printing a document, the document data is first spooled (stored) in the logical printer from which it is then sent to the actual printer.
Low power mode	This mode is provided to save power. It is activated when the machine is not used for a preset period of time. In this mode, the machine consumes less power than in standby mode. The default time period is 15 minutes. The default setting can be changed.
Multi-Bypass tray	This tray is used instead of the cassette when printing on envelopes, postcards, transparency sheets, and labels.
NetBEUI (NetBIOS Extended User Interface)	An enhanced version of the NetBIOS protocol, it enables the utilization of more advanced functions on small-scale networks than do other protocols such as TCP/IP, etc.
Outline font	With outline fonts, character outlines are represented with numerical expressions and fonts can be enlarged or reduced in different ways by changing the numeric values of those expressions. Printing remains clear even if you enlarge fonts, since the characters are defined with outlines represented with numerical expressions. You can specify the font size in steps of 0.25 points up to 999.75 points.
Parallel interface	With this interface, data transfer between the printer and the computer takes place in 8-bit chunks. The printer can perform IEEE1284 compatible bi-directional communications.
PostScript	This is a page description language developed by Adobe Systems, Inc. It enables flexible font functions and highly-functional graphics, allowing higher quality printing.
PPM (prints per minute)	This indicates the number of A4 size printouts made in one minute.
Printer driver	The printer driver makes it possible for you to print data created using application software. The printer driver for the printer is contained on the

	CD-ROM supplied with the printer. Install the printer driver on the computer connected to the printer.
Sleep mode	This mode is provided to save power. It is activated when the machine is not used for a preset period of time. In this mode, power is reduced to the minimum. The default time period is 30 minutes. The default setting can be changed.
SMTP (Simple Mail Transfer Protocol)	This is a protocol for the transmission of e-mail over the Internet or an intranet. It is used for transferring mail between mail servers as well as for sending mail from each client to their server.
SNMP (Simple Network Management Protocol)	This is a protocol for the management of networks that use TCP/IP (Transmission Control Protocol/Internet Protocol).
Status page	This lists machine conditions, such as the machine's memory, the total number of prints and scans, and paper source settings. You can print the status page from the operation panel.
Subnet Mask	This is a 32-bit numerical value that defines which bits of the IP address specify the network address and which specify the host address.
TCP/IP (Transmission Control Protocol/Internet Protocol)	TCP/IP is a suite of protocols designed to define the way computers and other devices communicate with each other over a network.
USB (Universal Serial Bus)	An interface standard for low to middle speed serial interfaces. This printer supports Hi-Speed USB 2.0. The maximum transfer rate is 480 Mbps and the maximum cable length is 5 meters (16 feet).

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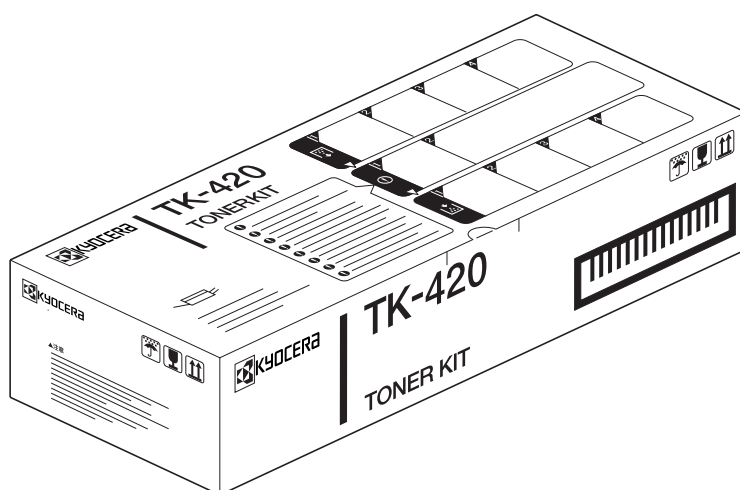
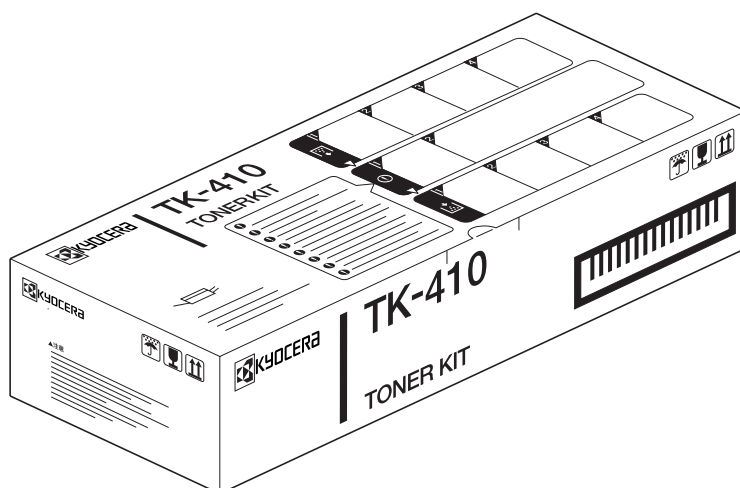
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MEMO

For best print results and machine performance, we recommend that you use only KYOCERA MITA original supplies for your KYOCERA MITA products.



QUALITY CERTIFICATE

This machine has passed
all quality controls and
final inspection

KYOCERA MITA EUROPE B.V.

Hoeksteen 40, 2132 MS Hoofddorp,
The Netherlands
Phone: +31.(0)20.654.000
Home page: <http://www.kyoceramita-europe.com>
Email: info@kyoceramita-europe.com

KYOCERA MITA NEDERLAND B.V.

Hoeksteen 40 2132 MS Hoofddorp
The Netherlands
Phone: +31.(0)20.587.7200

KYOCERA MITA (UK) LTD.

8 Beacontree Plaza
Gillette Way,
Reading Berks RG2 0BS, UK
Phone: +44.(0)118.931.1500

KYOCERA MITA ITALIA S.P.A.

Via Verdi 89 / 91 20063 Cernusco sul Naviglio,
Italy
Phone: +39.02.92179.1

S.A. KYOCERA MITA BELGIUM N.V.

Hermesstraat 8A 1930 Zaventem Belgium
Phone: +32.(0)2.720.9270

KYOCERA MITA FRANCE S.A.

Parc Les Algorithmes
Saint Aubin
91194 GIF-SUR-YVETTE
France

Phone: +33.(0)1.6985.2600

KYOCERA MITA ESPAÑA S.A.

Edificio Kyocera, Avda de Manacor N. 2,
Urb. Parque Rozas 28290 Las Rozas,
Madrid, Spain
Phone: +34.(0)91.631.8392

KYOCERA MITA FINLAND OY

Kirvesmiehenkatu 4 00810 Helsinki,
Finland
Phone: +358.(0)9.4780.5200

KYOCERA MITA (SCHWEIZ) AG

Holzliwisen Industriestrasse 28
8604 Volketswil, Switzerland
Phone: +41.(0)1.908.4949

KYOCERA MITA DEUTSCHLAND GMBH

Mollsfeld 12 D-40670 Meerbusch,
Germany
Phone: +49.(0)2159.918.0

KYOCERA MITA GMBH AUSTRIA

Eduard-Kittenberger Gasse 95
1230 Wien, Austria
Phone: +43.(0)1.86338.0

KYOCERA MITA SVENSKA AB

Box 1402 171 27 Solna, Sweden
Phone: +46.(0)8.546.550.00

KYOCERA MITA NORGE

Postboks 150 Oppsal, NO 0619 Oslo
Olaf Helsetsvet 6, NO 0694 Oslo
Phone: +47.(0)22.62.73.00

KYOCERA MITA DANMARK A/S

Slotsmarken 11, 2
DK-2970 Hørsholm, Denmark
Phone: +45.7022.3880

KYOCERA MITA PORTUGAL LDA.

Rua do Centro Cultural, no 41 1700-106
Lisbon, Portugal
Phone: +351.(0)21.842.9100

KYOCERA MITA SOUTH AFRICA

(PTY) LTD.

527 Kyalami Boulevard,
Kyalami Business Park 1685 Midrand South
Phone: +27.(0)11.466.3290

KYOCERA MITA AMERICA, INC.

Headquarters:

225 Sand Road,
Fairfield, New Jersey 07004-0008,
U.S.A.
Phone: (973) 808-8444

KYOCERA MITA AUSTRALIA PTY. LTD.

Level 3, 6-10 Talavera Road, North Ryde,
N.S.W. 2113 Australia
Phone: (02) 9888-9999

KYOCERA MITA NEW ZEALAND LTD.

1-3 Parkhead Place, Albany
P.O. Box 302 125 NHPC, Auckland,
New Zealand
Phone: (09) 415-4517

KYOCERA MITA (THAILAND) CORP., LTD.

9/209 Ratchada-Prachachem Road,
Bang Sue, Bangkok 10800, Thailand
Phone: (02) 586-0320

KYOCERA MITA SINGAPORE PTE LTD.

121 Genting Lane, 3rd Level,
Singapore 349572
Phone: 67418733

KYOCERA MITA HONG KONG LIMITED

11/F., Mita Centre,
552-566, Castle Peak Road,
Tsuen Wan, New Territories,
Hong Kong
Phone: 24297422

KYOCERA MITA TAIWAN

Corporation.

7F-1~2, No.41, Lane 221, Gangchi Rd.
Neihu District, Taipei, Taiwan, 114. R.O.C.
Phone: (02) 87511560

KYOCERA MITA Corporation

2-28, 1-chome, Tamatsukuri, Chuo-ku
Osaka 540-8585, Japan
Phone: (06) 6764-3555
<http://www.kyoceramita.com>

