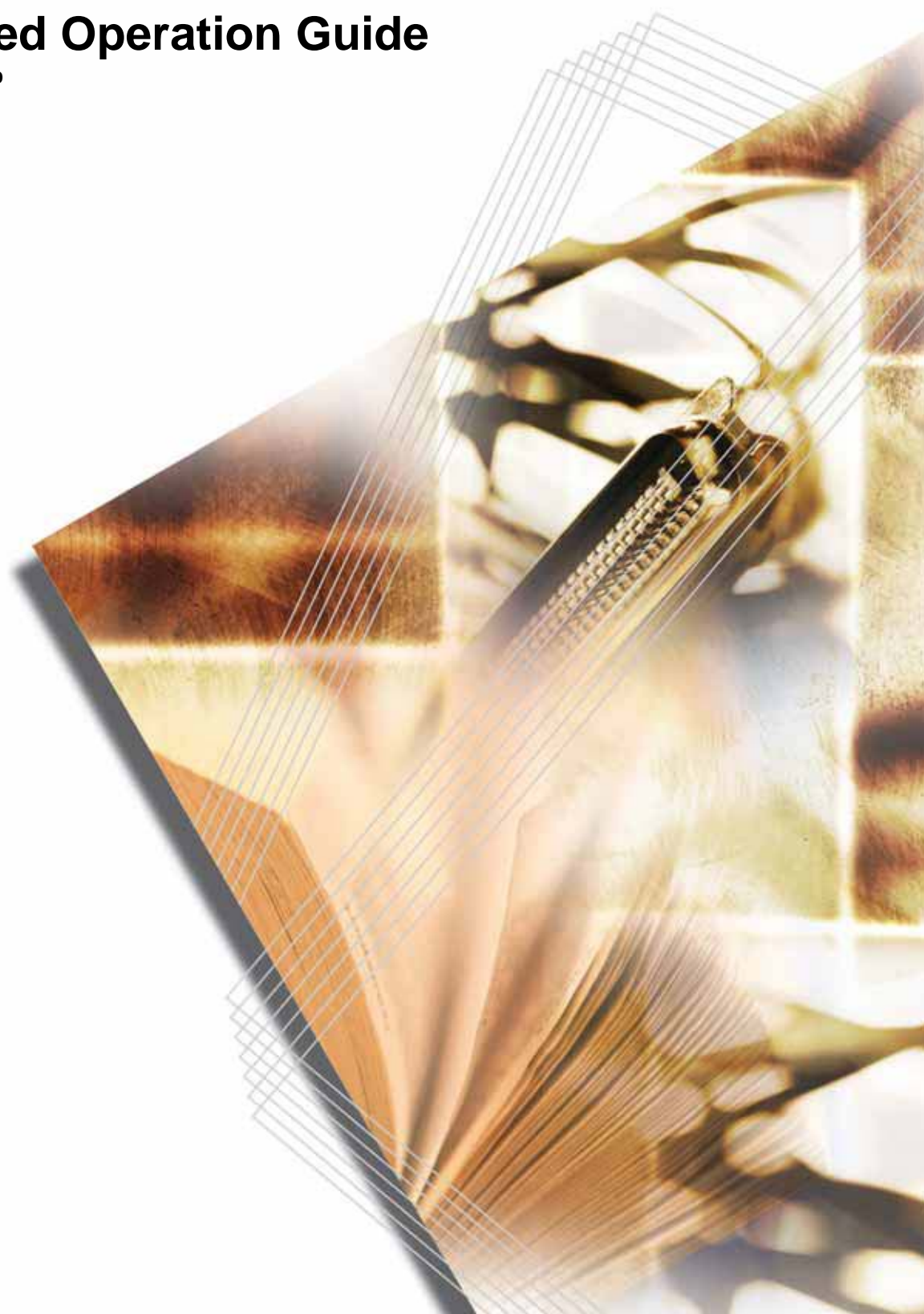# KYOCERA

Advanced Operation Guide
FS-1118MFP

The KM-1820 model is applicable to USA, Canada, and the Asia Pacific region.

The FS-1118MFP model is applicable to Europe and Australasia.

Contents

Introduction

Guides included

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

Installation Guide

This Guide contains instructions for assembling and installing the machine.

Operation Guide

This Operation Guide contains explanations on the initial installation and set-up of this machine, the procedure to connect it to a computer, and the basic procedures for using this machine as a copier, printer, and scanner as well as for resolving problems if trouble occurs.

Advanced Operation Guide (This guide)

The Advanced Operation Guide contains explanations on copier, printer, and scanner functions as well as default settings that can be adjusted on this machine. This guide is stored on the CD-ROM as a PDF document.

Kyocera Extended Driver (KX Driver) User Guide

Describes how to install and set the printer driver. This guide is stored on the CD-ROM as a PDF document.

Network FAX Driver Operation Guide

Describes how to use the Network FAX Driver to send documents created on a network computer directly from that computer to the other FAX System. This guide is stored on the CD-ROM as a PDF document.

PRESCRIBE Technical Reference

PRESCRIBE is the native language of the Kyocera Mita printers. This Technical Reference contains the information about how the printing is performed using the PRESCRIBE commands as well as the font and emulation description. This guide is stored on the CD-ROM as a PDF document.

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.

KM-NET for Clients Operation Guide

KM-NET for Clients is a network printing utility intended to monitor and configure the printing system. This guide describes how to install and operate KM-NET for Clients. This guide is stored on the CD-ROM as a PDF document.

KM-NET for Direct Printing Operation Guide

KM-NET for Direct Printing is a utility that allows you to directly print PDF files without starting Adobe Acrobat by directly sending a PDF file through the Windows spooler. This guide describes how to install and operate KM-NET for Direct Printing. 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.	The screen shows *Completed* and returns to the *Basic* screen.
Notes	Used to provide additional or useful information about a function or feature. Can also contain references to other publications.	**NOTE:** For information about storing the pin, refer to step 10.
Important	Used to provide important information.	**IMPORTANT:** Ensure paper is not folded, curled, or damaged.
Caution	Cautions are statements that suggest *mechanical* damage as a result of an action.	**CAUTION:** Do not pull the cassette out when holding the front of the machine.
Warning	Used to alert users to the possibility of *personal* injury.	**WARNING:** High voltage is present in the charger section.

Accessing Menu Items

When you configure the machine, you do so by accessing a menu item and making your setting from there. Each configuration instruction in this guide tells you to access the menu item and provides a route map to direct you to that item. An example of a route map and its significance is shown below.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
TCP/IP Setting **Enter**
▲ or ▼
IP Address **Enter**

This represents the control panel button to be pressed.

Press the up or down button until System Setting is displayed.

Press the up or down button until Network Setting is displayed.

Press the up or down button until TCP/IP Setting is displayed.

Press the up or down button until IP Address is displayed.

1 Copying Functions

Selecting the Paper Source

Mode	Description
Auto	Automatically selects and feeds paper from the cassette or the MP tray, whichever holds the paper size to be used.
Cassette1	Feeds paper from cassette 1.
Cassette2	Feeds paper from the optional cassette 2 if it is installed.
MP Tray	Feeds paper from the MP tray if the paper size and type has been registered.

1 Press **Copy**. The basic screen is displayed.

2 Press **Paper Select**.

3 Press ▲ or ▼ to select the required cassette or the *MP Tray* and press **Enter**.

For a cassette, the display shows *Completed* and returns to the basic screen.

For the MP tray, the *MP Tray Size* screen is displayed. Proceed to the next step.

4 Press ▲ or ▼ to select the paper size required and press **Enter**. The *MP Tray Type* screen is displayed.

If the paper size is not shown, select *Others* and press **Enter** then select from the *Others* screen.

5 Press ▲ or ▼ to select the media type required and press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting the Original Size for Copying

1 Press **Copy**. The basic screen is displayed.

2 Press **Original Size**.

3 Press ▲ or ▼ to select the size of the original or, if the size of the original is not shown in the display select *Others* and press **Enter**.

For a standard size, the display shows *Completed* and returns to the basic screen.

For *Others* proceed to the next step.

4 Press ▲ or ▼ to select the size of the original and press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting Original Quality Mode

The original quality mode selects the copy quality according to the type of originals.

Mode	Description
Text+Photo	Select this mode when the original contains a mixture of both text and photographs.
Photo	Select this mode when the original contains mostly photographs.
Text	Select this mode when the original contains mostly text.

1 Press **Copy**. The basic screen is displayed.

2 Press **Original Quality**.

3 Press▲ or ▼ to select the mode and press **Enter**. The display shows *Completed* and returns to the basic screen.

Adjusting Copy Exposure

The default exposure is *Manual*.

Mode	Description
Auto	The machine automatically selects the optimal exposure setting for the original being copied.
Manual	The copy exposure setting is selected manually. There are 7 exposure levels available.

1 Press **Copy**. The basic screen is displayed.

2 Press **Exposure**.

3 Press ▲ or ▼ to select *Manual* and press **Enter**.

If you selected *Auto*, the display shows *Completed* and returns to the basic screen.

If you selected *Manual*, the *Manual* screen is displayed. Proceed to the next step.

4 Press ▲ or ▼ to adjust the required value for the exposure. Press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting the Number of Copies

Leaving more than approximately 30 sheets of standard paper or one sheet of special paper in the face-up tray and more than approximately 150 sheets of standard paper in the output tray may damage the machine.

1 Press **Copy**. The basic screen is displayed.

2 Use the numeric keys to change the number of copies to be made from 1 to 999.

3 To cancel the number of copies entered, press **Stop/Clear**. The display will be set to *1*.

Zoom Copying

The following modes are available for zooming.

Mode	Description
100%	Makes copies of the same size as the original.
Auto	Adjusts the zoom ratio so that the copied image fits onto the selected copy size.
Standard Zoom	Makes copies at one of the fixed zoom ratios. The following ratios are available: 200% 141% (A5 >> A4) 129% (Statement >> Letter) 115% (B5 >> A4) 100% 90% (Folio >> A4) 86% (A4 >> B5) 78% (Legal >> Letter) 70% (A4 >> A5) 64% (Letter >> Statement) 50%
Zoom Entry	Sets the zoom ratio between 50% and 200% in 1% increment.

1 Press **Copy**. The basic screen is displayed.

2 Press left **Select**.

3 Press ▲ or ▼ to select the zoom type required and press **Enter**. You can choose *100%*, *Auto*, *Standard Zoom* or *Zoom Entry*.

For *100%* and *Auto*, the display shows *Completed* and returns to the basic screen. The original will be copied on the selected paper size.

For *Standard Zoom*, press ▲ or ▼ to select the zoom ratio. Press **Enter**. The display shows *Completed* and returns to the basic screen.

For *Zoom Entry*, press ▲ or ▼ or use the numeric keys to change the ratio in 1% increments. Press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting Original Placement

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Orig. Placement* and press **Enter**. The *Orig. Placement* screen is displayed.

4 Press ▲ or ▼ to select either *Top Edge to Rear* or *Top Edge to Left* and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

Using the Platen
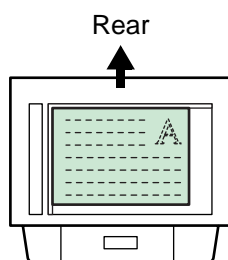
Top Edge to Rear	Top Edge to Left
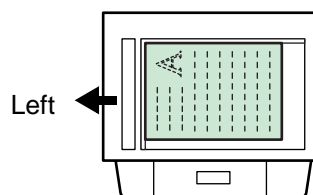
Using the Document Processor
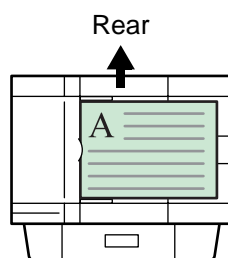
Top Edge to Rear	Top Edge to Left
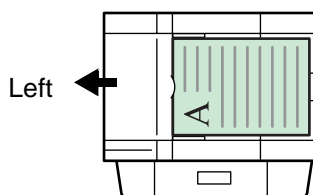
5 Press right **Select**. The display returns to the basic screen.

Using Collate Mode

Multiple originals can be scanned into memory in a single operation and the number of copy sets created.

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Collate* and press **Enter**. The *Collate* screen is displayed.

4 Press ▲ or ▼ to select either *On* or *Off* and press **Enter**. The display shows *Completed* and returns to the *Function* screen.
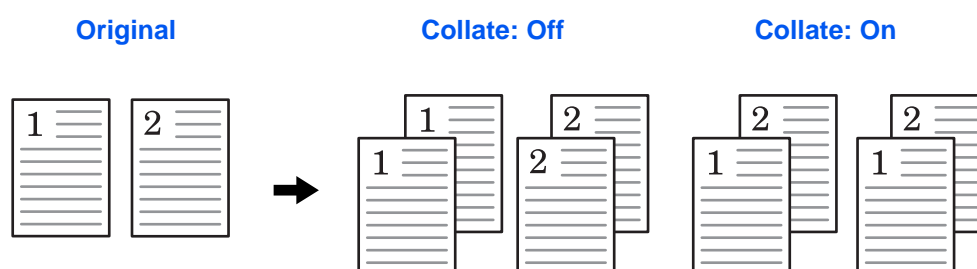
5 Press right **Select**. The display returns to the basic screen.

Using Combine Mode

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

Mode	Description
2 in 1	Copies two originals onto one sheet.
4 in 1	Copies four originals onto one sheet.

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Combine* and press **Enter**. The *Combine* screen is displayed.

4 Press ▲ or ▼ to select either *2 in 1* or *4 in 1* and press **Enter**. The *Layout* screen is displayed.

5 Press ▲ or ▼ to select the direction of the layout and press **Enter**. The *Border Line* screen is displayed.

The following illustrations indicate the effects of each direction and layout setting:

2 in 1 > Top Edge to Rear.

Original

Copied Image

Left to Right/Top to Bottom   Right to Left

2 in 1 > Top Edge to Left

Original

Copied Image

Left to Right/Top to Bottom   Right to Left

4 in 1 > Top Edge to Rear

Original

Copied image

Left to Right to Bottom   Right to Left to Bottom   Top to Bottom to Left   Top to Bottom to Right

4 in 1 > Top Edge to Left

Original   **Copied Image**
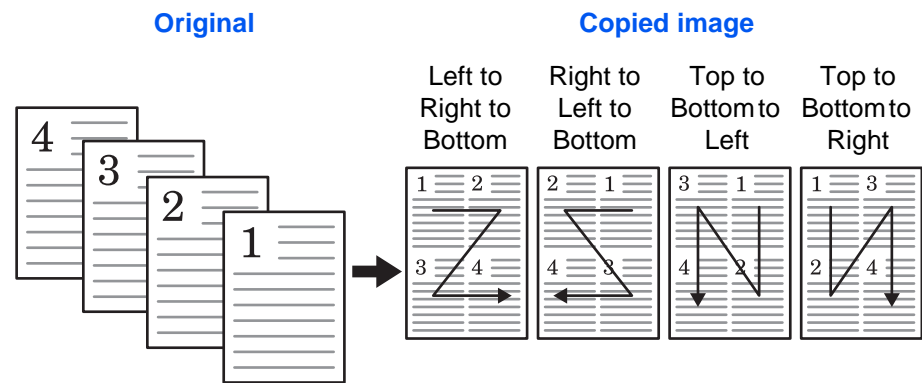
Left to | Right to | Top to | Top to
Right to | Left to | Bottom to | Bottom to
Bottom | Bottom | Left | Right
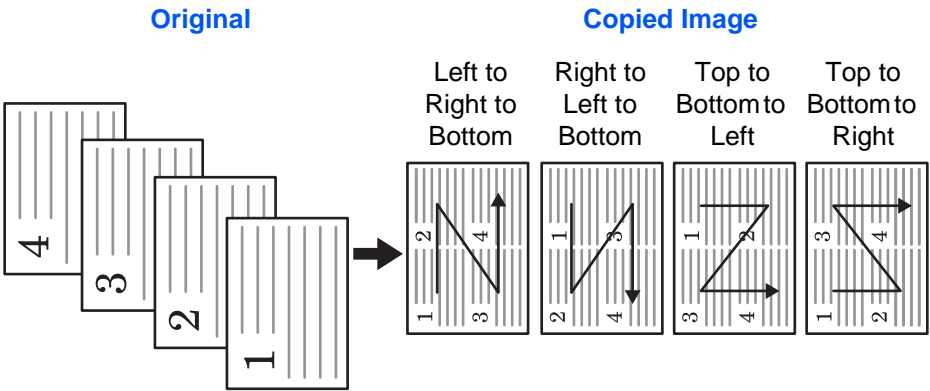
6 Press ▲ or ▼ to select the type of the borderline and press **Enter**. The *Orig. Placement* screen is displayed. The following illustrations indicate the effects of each borderline setting

Solid Line

Copied Image

2 in 1   4 in 1

Dotted Line

Copied Image

2 in 1   4 in 1

Positioning Mark

Copied Image

2 in 1   4 in 1
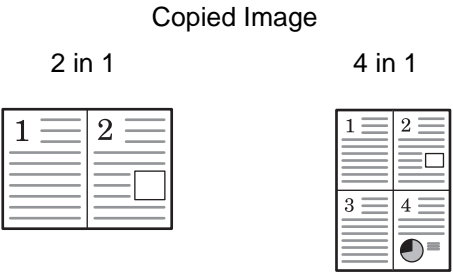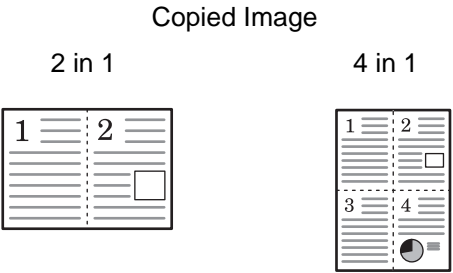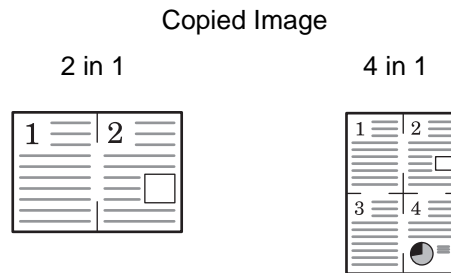
7   Press ▲ or ▼ to select the original placement and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

8   Press right **Select**. The display returns to the basic screen.

Using the Document Processor with Combine Mode

1   Place the originals in the document processor.
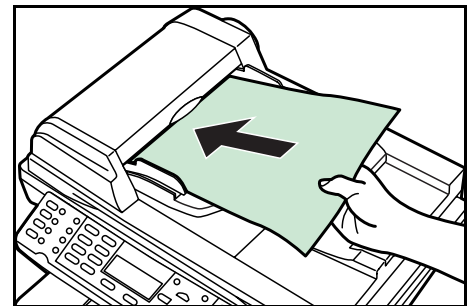
2   Press **Copy**. The basic screen is displayed.

3   Select the combine mode. For more information, refer to *Using Combine Mode on page 1-5*.

4   Press **Start**. The originals are scanned automatically and copying in the combine mode will begin.

Using the Platen with Combine Mode

1   Place the first original to be copied onto the platen.
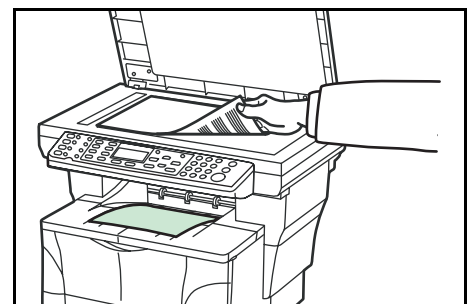
2   Press **Copy**. The basic screen is displayed.

3   Select the combine mode. For more information, refer to *Using Combine Mode on page 1-5*.

4 Press **Start**. The original is scanned.

Once the scanning operation is completed, *Set original and press Start key* is displayed.

5 Place the next original on the Platen ready for scanning and press **Start**. The next original is scanned.

6 Repeat step 5 until all the originals have been scanned.

7 When all the originals have been scanned, press right **Select**. *Accepted* will appear and copying commences.

Continuous Copying

Use Continuous Copying to scan originals into memory in individual sections. The machine then groups the sections together to form a single job. The copies are then produced in one batch, as a single job.

Selecting Continuous Copying

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Continuous Scan* and press **Enter**. The *Continuous Scan* screen is displayed.

4 Press ▲ or ▼ to select *On* and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

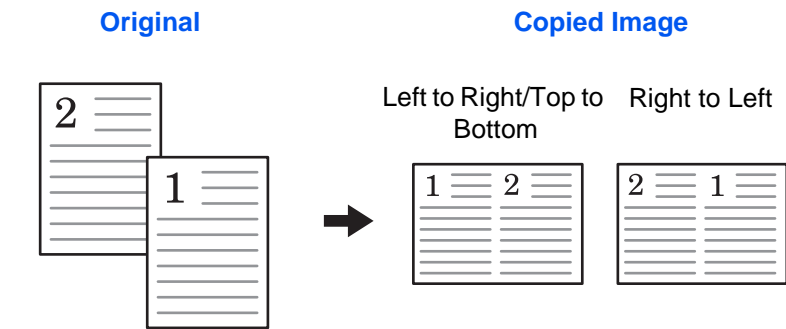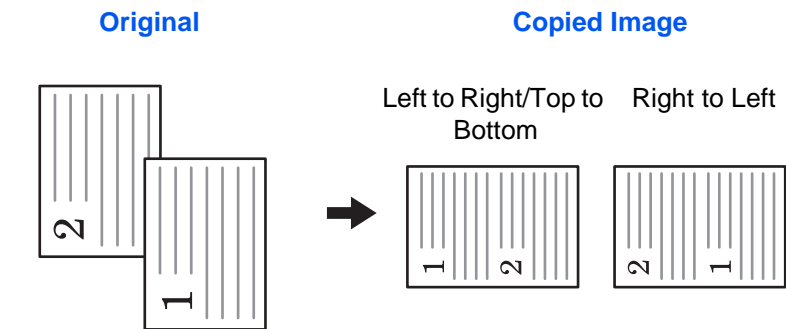**5** Press right **Select**. The display returns to the basic screen.

Using Continuous Copying

The maximum number of originals to scan depends on the available memory in the machine. Number of scannable originals (Letter, 5%, Text+Photo mode) are as follows:

- 96 MB (standard): Approximately 70 sheets
- 128 MB: Approximately 115 sheets
- 192 MB: Approximately 380 sheets
- 320 MB: Approximately 535 sheets

1 Place the original on the platen.
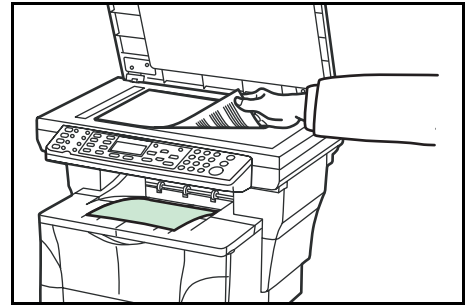
2 Press **Copy**. The basic screen is displayed.

3 Press **Start**. The first original is scanned.

4 Once the scanning operation is completed, *Set original and press Start key* is displayed. Position the next original on the platen and press **Start**. The next original is scanned.

5 Repeat step 4 until all originals have been scanned.

6 When all originals have been scanned, press right **Select**. *Accepted* will appear and copying commences.

EcoPrint Mode

EcoPrint enables the machine to consume less toner for a page to save your printing costs. This will cause images to be printed lighter than normal without affecting print speed. When EcoPrint mode setting is *On*, the printing image becomes lighter, but readable.

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *EcoPrint* and press **Enter**. The *EcoPint* screen is displayed.

4 Press ▲ or ▼ to select *On* and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

5 Press right **Select**. The display returns to the basic screen.

Print Override Mode

The print override mode allows the current job to be interrupted in order to make copies of a more urgent job. After the print override processing is completed, the interrupted job will be resumed.

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Print Override* and press **Enter**. The Print Override screen is displayed.

4 Press ▲ or ▼ to select *On* and press **Enter**. The display shows Completed and returns to Function screen.

5 Press right **Select**. The basic screen is displayed.

6 Program the functions as required and use the numeric keys to enter the number of copies required.

7 Place the original on the platen or in the document processor.

8 Press **Start**. Copying begins immediately and completed copies are delivered to the output tray.

9 When the job is completed, perform the steps 1 through 4 to select *Print Override* mode *Off*.

File Name Entry

The file name is used for an e-mail report that notifies the end of copying (refer to *Sending the Job End Report on page 1-13*). It is also listed in the Status menu for administration. The file name contains the time stamp or job number.

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *File Name Entry*. Press **Enter**. The *File Name Entry* screen is displayed.

4 Enter the file name between one and 30 characters using the numeric keys (refer to *Character Entry* in the *Operation Guide)* and press **Enter**. The *Additional Info* screen is displayed. The factory default setting for the file name is doc.

5 Press ▲ or ▼ to select the information that is added to the file name. The following table shows how the file name is constructed.

Selected Item	File Name Example	Description
Date and Time	*doc04272005145608*	Adds the date and time to the File Name. The example shows how a copying job created at 14:56:08 on April 27, 2005 would be named. The display sequence of Month, Day, Year can be changed, refer to *Date Format on page 5-11*.
Job No.	*doc0586*	A job number is added to the file name.

6 Press **Enter**. The display shows *Completed* and returns to the *Function* screen.

7 Press right **Select**. The display returns to the basic screen.

8 After copying is completed, it is stored as a file name. The file name can be monitored in the *Status menu*. Refer to *Checking Jobs Status on page 4-2*.

Sending the Job End Report

Once the appropriate e-mail settings have been made, this function notifies you by e-mail when copying is complete.

The following is an example of the information that is sent by e-mail.

To:	h_pttr@owl-net.net
Subject:	1234 Job end report mail

Job No.:	0002
Result:	OK
End Time:	Wed 27 Apr 2005 14:56:08
File Name:	doc27042005145608
Job Type:	Copy

1234
[00:c0:ee:d0:01:14]
----

1 Press **Copy**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Job End Report* and press **Enter**. The *Job End Report* screen is displayed.

4 Press ▲ or ▼ to select *On*. Press **Enter**. The *Destination* screen is displayed.

5 Press ▲ or ▼ to select *Address Book* or *Address Entry*. Press **Enter**.

When Selecting an Address Book

1 Press ▲ or ▼ to select the contact address required and press **Enter**. A contact address screen is displayed.

2 Press **Enter**. The display shows *Completed* and returns to the *Function* screen.

3 Press right **Select**. The display returns to the basic screen.

When there is no address to send, press left **Select** and return to the *Function* screen.

When Selecting an Address Entry (Entering an E-mail Address)

1 Enter the e-mail address to which you want the report to be sent. For details on using the numeric keys to enter characters, refer to *Character Entry* in the *Operation Guide*.

Press **Enter**. The display shows *Completed* and returns to the *Function* screen.

2 Press right **Select**. The display returns to the basic screen.

2   Scanning Functions

Using the Scanning Function

This machine can send a scanned image as an attachment to an e-mail message or to a PC linked to the network. In order to do this, it is necessary to register the sender and destination (recipient) address on the network.

A network environment which enables the machine to connect to a mail server is required. It is recommended that a Local Area Network (LAN) is used to assist with transmission speed and security issues.

To use the Scanning Function perform the following steps:

- Program the settings, including the e-mail setting on the machine.
- Use COMMAND CENTER (the internal HTML web page) to register the IP address, the host name of the SMTP server, and the recipient.
- Register the destination in the Address Book or One Touch keys.
- When the PC Folder (SMB/FTP) is selected, it is necessary to share the destination folder. For setting-up the PC Folder, contact your Network Administrator.

The Sender, a default subject and body message for the e-mail will be registered under the e-mail template setting in COMMAND CENTER.

Scanning Documents

1 Press **Send**. The basic screen is displayed.

2 Register the destination using ◄, a One Touch Key or the Address Book - refer to *Using the Address Book on page 2-4.* The destination is displayed.

3 Repeat this procedure for all other addresses (if you are sending to a PC, only one destination is possible).

4 Program the settings as required to use additional functions which are explained on *page 2-5* to *page 2-11*.

5 Press **Start**. The *Scanning* screen is displayed and the scanning will begin.

6 If Continuous Scan was selected, the message *Set original and press Start key* is displayed when scanning is completed. Refer to *Continuous Scanning on page 2-9*.

To scan another original, replace the original and change the settings as required. Press **Start**. When all the originals have been scanned, press right **Select**.

Entering the E-mail Address Using the Operation Panel

1 Press **Send**. The basic screen is displayed.

2 Press ◄. The *Destination* screen is displayed.

3 Press ▲ or ▼ to select *E-mail* and press **Enter**. The *Address Entry* screen is displayed.

4 Enter the e-mail address.

5 Press **Enter**. The display shows *Completed* and returns to the basic screen.

Entering the PC Folder Address Using the Operation Panel

1 Press **Send**. The basic screen is displayed.

2 Press ◄. The *Destination* screen is displayed.

3 Press ▲ or ▼ to select *PC Folder* and press **Enter**.

4 Press ▲ or ▼ to select *SMB* or *FTP* and press **Enter**. The *Address Entry* screen is displayed.

5 Enter the host name, path, login user name, and login password when requested.

6 Press **Enter**. The display shows *Completed* and returns to the basic screen.

Changing a Destination

1 With the corresponding destination selected, press ◄. The *Destination* screen is displayed.

2 Press ▲ or ▼ to select *Dest. Confirm* and press **Enter**. The *Dest. Confirm* screen is displayed.

3 Press ▲ or ▼ to select the destination required and press **Enter**. The destination screen is displayed.

4 Press ▲ or ▼ to select *Edit* and press **Enter**. The *Address Entry* screen is displayed.

5 Enter the new destination.

6 Press **Enter**. The display shows *Completed* and returns to the *Dest. Confirm* screen.

7 Press **Send**. The display returns to the basic screen.

Deleting a Destination

1 With the corresponding destination selected, press ◄. The *Destination* screen is displayed.

2 Press ▲ or ▼ to select *Dest. Confirm* and press **Enter**. The *Dest. Confirm* screen is displayed.

3 Press ▲ or ▼ to select the destination required and press **Enter**. The destination screen is displayed.

4 Press ▲ or ▼ to select *Delete* and press **Enter**. *Delete. Are you sure?* is displayed.

5 To delete the destination, press left **Select**. The *display shows Deleted and returns to the Dest. Confirm screen.*

6 Press **Send**. The display returns to the basic screen.

Using the Address Book

This machine has an address book function and can also access an external address book (LDAP). When an e-mail address, the path of PC folder, and FTP server's path are registered in the address book, it can transmit directly from the operation panel.

This section explains how to enter the destination from the address book.

Mode	Description
Address Book	You can use an address which is registered from the panel or through COMMAND CENTER. To register the address, refer to *Editing the Address Book on page 5-21* or *Basic > Address Book on page 8-9.*
Ext Address Book	In order to use the Ext Address Book, set LDAP in COMMAND CENTER. For more information about LDAP, refer to *Advanced > Management > LDAP on page 8-25*.

Entering the Destination from Address Book

1 Press **Send**. The basic screen is displayed.

2 Press ▶. *Select Addr Book* is displayed.

3 Press ▲ or ▼ to select *Address Book* or *Ext Address Book* and press **Enter**. The *Address Book* or *Ext Address Book* screen is displayed. You can use the search feature to find an address - refer to *Searching Address Name on page 2-4.*

4 Press ▲ or ▼ to select the address required and press **Enter**.

When a group address is selected and the destination is registered, the display shows *Completed* and returns to the basic screen. When a contact address is selected, the contact address book is displayed. Proceed with the next step.

5 Press ▲ or ▼ to select the destination required or, if the PC Folder is selected, enter the login user name and login password and press **Enter**. The display shows *Completed* and returns to the basic screen.

Searching Address Name

1 Display the *Address Book* screen required.

2 Press right **Select**. The *Menu* screen is displayed.

3 Press ▲ or ▼ to select *Search(Name)* and press **Enter**. The *Search(Name)* screen is displayed.

4 Enter the Address name or portion of address name and press **Enter**.

For example. in order to search for New York. Enter New. Address names are case-sensitive.

5 Press ▲ or ▼ to select the address required and press **Enter**. The address is selected.

Selecting Color Scan Mode

The following color modes are available for scanning:

Mode	Description
Full Color	The original will be scanned in full color. The scanning exposure will be set to *Manual*.
Grayscale	The shading of the original will be reproduced. The scanning exposure will be set to *Manual*.
Monochrome	The original will be scanned in monochrome. The resulting file size for the scan data will be smaller in comparison with the other color modes.

1 Press **Send**. The basic screen is displayed.

2 Press **Scan Color Select**.

3 Press ▲ or ▼ to select the mode and press **Enter**. The display shows *Completed* and returns to the basic screen.

4 Press **Start** to start scanning.

Selecting the Original Quality for Scanning

The original quality mode is used to optimize scanning quality according to the type of originals. This mode will be available when you have selected *monochrome* in the color scan mode.

Mode	Description
Text+Photo	Select this mode when the original contains a mixture of both text and photographs.
Photo	Select this mode when the original mostly contains photographs. To send photo images with a 200 dpi resolution for smoother images, it is recommended to use *Full Color* or *Grayscale* mode.
Text	Select this when the original mostly contains text.
OCR	This mode will be available when you select monochrome in the Scan Color mode. Use this mode if the image data is to be converted into text using Optical Character Recognition software.

1 Press **Send**. The basic screen is displayed.

2 Press **Original Quality**.

3 Press ▲ or ▼ to select the mode required and press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting the Scanning Resolution

The higher the resolution value is, the finer the image will be. A higher resolution results in a larger file size and longer scanning time.

The maximum resolution using full color or gray scale modes without optional expansion memory is 300 dpi. Refer to *Expansion Memory on page 9-4*.

1 Press **Send**. The basic screen is displayed.

2 Press **Scan Resolution**.

3 Press ▲ or ▼ to select the scanning resolution and press **Enter**. The display shows *Completed* and returns to the basic screen.

Adjusting the Exposure for Scanning

The default exposure is *Manual*.

Mode	Description
Auto	Use this mode to enable the machine to automatically select the optimal exposure setting for the original. This mode will be available when you have selected *Monochrome* in the Scan Color mode.
Manual	Use this mode to adjust the scan exposure manually. There are seven exposure levels available.

1 Press **Send**. The basic screen is displayed.

2 Press **Exposure**.

3 Press ▲ or ▼ to select the exposure mode and press **Enter**.

If *Auto* is selected, the display shows *Completed* and returns to the basic screen.

If *Manual* is selected, the *Manual* screen is displayed. Proceed to the next step.

4 Press ▲ or ▼ to adjust the value for the exposure and press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting the Original Size for Scanning

The original size defines the area to be scanned and must be identical to the physical size of the original.

1 Press **Send**. The basic screen is displayed.

2 Press **Original Size**.

3 Press ▲ or ▼ to select the original size and press **Enter**. The display shows *Completed* and returns to the basic screen.

If the original size required is not shown, select *Others* and press **Enter**. The *Others* screen is displayed.

4 Press ▲ or ▼ to select the original size required and press **Enter**. The display shows *Completed* and returns to the basic screen.

Selecting the Send Size

The send size defines the size of the image attached and received. This does not apply if *Full Color* or *Grayscale* is selected, when the images are sent at the same size as their originals.

1 Press **Send**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Send Size* and press **Enter**. The *Send Size* screen is displayed.

4 Press ▲ or ▼ to select the send size required and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

If the required send size is not shown, select *Others* and press **Enter**.

5 Press ▲ or ▼ to select the send size required and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

Zoom Scanning

This section explains how to scan documents to an enlarged or reduced size. The following modes are available for zooming.

Mode	Description
100%	Scan documents at the same size as the original.
Auto	Adjusts the zoom ratio so that the scanned image fits onto the selected send size.

Auto Zoom

1 Press **Send**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Zoom* and press **Enter**. The *Zoom* screen is displayed.

4 Press ▲ or ▼ to select *Auto* and press **Enter**. The display shows *Completed* and returns to the *Function* screen. The original is scanned so that it fits onto the selected send size.

Selecting the Original Placement for Scanning

1 Press **Send**. The basic screen is displayed.

2 Press left **Select**.

3 Press ▲ or ▼ to select the original placement required and press **Enter**. The display shows *Completed* and returns to the basic screen.

Using the Platen

Top Edge to Rear
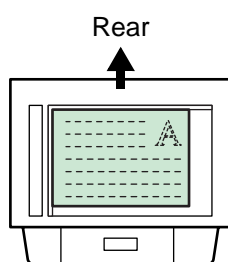
Rear

Top Edge to Left
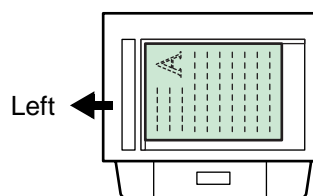
Left

Using the Document Processor

Top Edge to Rear

Rear
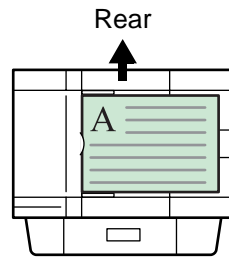
Top Edge to Left

Left
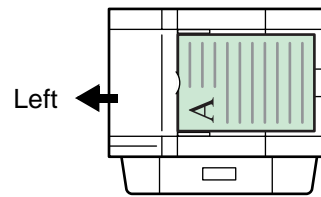
Continuous Scanning

Use *Continuous Scan* to scan originals into memory in individual sections. The machine groups the sections to form a single job.

1 Press **Send**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Continuous Scan* and press **Enter**. The *Continuous Scan* screen is displayed.

4 Press ▲ or ▼ to select *On* and press **Enter**. The display shows *Completed* and returns to the *Function* screen.

5 Press right **Select**. The display returns to the basic screen.

Using Continuous Scanning

1 Place the first original on the platen.

2 Press **Send**. The basic screen is displayed.

3 Enter the destination of the intended recipient from the one-touch keys, Address Book or ◄.

To register one-touch keys refer to *Registering One-Touch Keys on page 5-6.* To use the address book refer to *Using the Address Book on page 2-4.*

4 Program the features as required.

5 Press **Start**. The first original is scanned.

6 Once the scanning operation is completed, *Set original and press Start key* is displayed. Place the next original on the platen and press **Start**. The next original is scanned.

7 Repeat step 6 until all originals have been scanned.

8 When all originals have been scanned, press right **Select**. The display shows *Accepted* and returns to the basic screen.

Selecting the Image File Format

The image file formats available will differ depending upon the *Scan Color* setting. The following indicates the file formats that are selectable under each setting.

Color Scan Mode	Selectable File Formats	Compression Level
Full Color	PDF, JPEG	5
Grayscale	PDF, JPEG	5
Monochrome	PDF, TIFF	None

When *JPEG* is selected, the Original Placement setting will become invalid. Refer to *Selecting the Original Placement for Scanning on page 2-8*.

1 Press **Send**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *File Format* and press **Enter**. The *File Format* screen is displayed.

4 Press ▲ or ▼ to select the file format and press **Enter**. The *Image Quality* screen is displayed.

If *Full Color* or *Grayscale* has been selected under *Selecting Color Scan Mode on page 2-5*, the *Image Quality* screen is displayed.

5 Press ▲ or ▼ to select the image quality level and press **Enter**. The display returns to the *Function* screen.

6 Press right **Select**. The display returns to the basic screen.

7 Press **Start** to start scanning. When scanning is completed, the machine automatically sends to the destination.

Entering the Name of send job

The scanning job is named depending on the time stamp or serial number. Settings for name will be applied to all send jobs.

1 Press **Send**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *File Name Entry* and press **Enter**. The *File Name Entry* screen is displayed.

4 Enter a file name between one and 30 characters using the numeric keys (refer to *Character Entry* in the *Operation Guide)* and press **Enter**. The *Additional Info* screen is displayed. The factory default setting for the file name is *doc*.

5 Press ▲ or ▼ to select the information that will be added to the file name and press **Enter**. The following table shows how the file name is constructed. The display shows *Completed* and returns to the *Function* screen.

Selected Item	File Name Example	Description
Date and Time	*doc04272005145608.tif*	Adds the date and time to the default file name. The example shows the scanning job stored at 14:56:08 on April 27, 2005. The display sequence of Year, Month, and Day can be changed, refer to *Date Format on page 5-11*.
Job No.	*doc0023_001.jpg* *doc0023_002.jpg*	Adds the job number to the default file name. This is displayed as a four-digit number between 0001 and 9999.

6 Press right **Select**. The display returns to the basic screen.

Entering the Subject and Body Message of the E-Mail

The subject and body message of the e-mail to which the scanned image is attached can be edited according to preference. Change the subject and the message manually as necessary. *On* is displayed on the basic screen when any characters are entered in the Subject or the Message, and *Off* is displayed when nothing is entered.

1 Press **Send**. The basic screen is displayed.

2 Press right **Select**. The *Subject Entry* screen is displayed.

3 Enter the subject (60 characters maximum).

4 Once the subject has been entered, press **Enter**. The *Message Entry* screen is displayed.

5 Enter the message (60 characters maximum).

6 Once the message has been entered, press **Enter**. The display shows *Completed* and returns to the basic screen.

Reporting the End of Scanning

This function notifies you by e-mail when scanning is complete.

1 Press **Send**. The basic screen is displayed.

2 Press **Function**.

3 Press ▲ or ▼ to select *Job End Report* and press **Enter**. The *Job End Report* screen is displayed.

4 Press ▲ or ▼ to select *On*. Press **Enter**. The *Destination* screen is displayed.

5 Press ▲ or ▼ to select *Address Book* or *Address Entry*. Press **Enter**.

When Selecting an Address Book

1 Press ▲ or ▼ to select the contact address required and press **Enter**. A contact address screen is displayed.

2 Press **Enter**. The display shows *Completed* and returns to the *Function* screen.

3 Press right **Select**. The display returns to the basic screen.

When there is no address to send, press left **Select** to return to the *Function* screen.

When Selecting an Address Entry (Entering the E-mail Address)

1 Enter the e-mail address where the report is to be sent.

2 Press **Enter**. The display shows *Completed* and returns to the *Function* screen.

3 Press right **Select**. The display returns to the basic screen.

Scanning with TWAIN

TWAIN driver controls the scanning operation with a TWAIN-compatible application and displays the scanned image in the application. TWAIN drivers meet the standard universal protocol for communicating between scanners and software applications.

Required operating systems (OS) for using the TWAIN Driver are Microsoft Windows 98SE/Me/2000 and Microsoft Windows XP.

Installing the TWAIN driver

1 Connect your PC to the machine using a USB cable before installing the driver. If the Plug and Play screen appears, click **Cancel**.

2 Install the TWAIN Driver from the CD-ROM on your PC. Follow the Wizard instructions to continue the installation procedure.

3 From the Start menu, select All Programs > Kyocera >TWAIN Driver setting. The Scanner List dialog box will be displayed.

4 Click **Add** to access the TWAIN Driver setting dialog box.
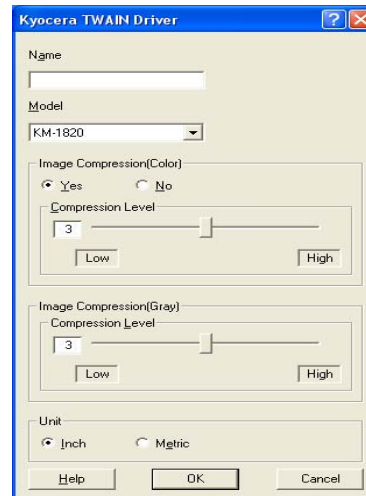
5 Enter the registration name in the **Name** box.

6 Select the **Model** from the drop down listbox.

7 Select the settings for **Image Compression** and **Unit**, as necessary.

8 Click **OK**. The Scanner List dialog box will be displayed.

9 Confirm Name and Model. Click **Close**.

Using TWAIN

1 Connect your PC to the machine using a USB cable.

2 Place the original on the platen.

3 Use the TWAIN-compatible application to scan from your PC.

4 Choose the appropriate settings and click **Scan**. The scanned data will be sent to your PC.

3 Printer Settings

This chapter explains the procedures required to use the printer functions of the machine.

The settings needed to use the machine as a network printer can be made from the operation panel or using COMMAND CENTER. The procedures in this chapter only explain how to make the settings from the operation panel. To make settings using COMMAND CENTER, refer to *Using COMMAND CENTER on page 8-1*.

Parallel Setting

The parallel interface supports a bi-directional/high-speed mode according to IEEE standards. Use a parallel printer cable that complies with the IEEE1284 standard. Four modes are available.

Item	Description
Auto (default)	The machine automatically changes its communication mode to that of the host computer. Ordinarily, you should leave this setting unchanged.
Normal	The machine uses the standard communication method prescribed for Centronics interfaces.
High speed	This mode enables faster data transmission between the machine and the host computer. (Select this mode if printing problems occur when the machine is connected to a workstation.)
Nibble(high)	High speed data communication is used in compliance with the IEEE 1284 standard.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Parallel Setting **Enter**

1 Access *Parallel Setting*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the parallel interface mode setting and press **Enter**. The display shows *Completed* and returns to the *System Setting* screen.

Network Settings

The procedure to use this machine as a network printer is accomplished in accordance with the following flow.

Enter IP addresses, etc. for a network connection (see your network administrator)

↓

Connect the network cable
(Refer to *Connecting the Cables* in the *Operation Guide*)

↓

Perform the following procedures on the operation panel or COMMAND CENTER.
Make the network settings (*Network Settings on page 3-2*)
Restart the machine
Select the emulation mode (*Setting the Emulation Mode on page 3-6*)
Set the number of prints and select the original placement
Select the original quality mode
Register the paper sizes for the cassette(s) and MP tray

↓

Install and set-up the printer driver
(Refer to the *Kyocera Extended Driver (KX Driver) User Guide*).

↓

Print out from the application

Network settings must be made in order to enable network printing as well as to send e-mail. This section explains the settings required in order to use the network functions of this machine.

AppleTalk Setting

Turn this setting On when this machine is connected to an Apple Macintosh computer.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
AppleTalk Set **Enter**

1 Access *AppleTalk Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 If you want to use AppleTalk, select *On* and press **Enter**. The display shows *Completed* and returns to the *Network Setting* screen.

TCP/IP Setting

Turn this setting On when this machine is connected to a Windows network, etc., using TCP/IP.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
TCP/IP Setting **Enter**
▲ or ▼
TCP/IP **Enter**

1 Access *TCP/IP.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 To use TCP/IP, select *On* and press **Enter**. The display shows *Completed* and returns to the *TCP/IP Setting* screen.

DHCP Setting

DHCP (Dynamic Host Configuration Protocol) provides a mechanism for delivering IP configuration parameters, including IP address, Subnet Mask, etc. to devices on an IP network. DHCP alleviates the administrative burden of managing individual IP addresses.

Turn this setting On when DHCP is to be used.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
TCP/IP Setting **Enter**
▲ or ▼
DHCP **Enter**

1 Access *DHCP.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 To use DHCP, select *On* and press **Enter**. The display shows *Completed* and returns to the *TCP/IP Setting* screen.

IP Address Setting

The IP address that should be registered here will differ depending upon your network environment. Check with your network administrator before performing this setting. Be sure that DHCP is Off and TCP/IP is On.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
TCP/IP Setting **Enter**
▲ or ▼
IP Address **Enter**

1 Access *IP Address*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Use the numeric keys to enter each segment of the IP address in turn, pressing ▶ or [*.] to move between segments.

3 Press **Enter** on completion. The display shows *Completed* and returns to the *TCP/IP Setting* screen.

If you make an error in entering a portion of the IP address, press ◀ to return to the previous block of digits and re-enter the correct number.

4 Register the Subnet Mask. Refer to *Subnet Mask Setting on page 3-5.*

Subnet Mask Setting

Specifies the Subnet Mask configured on the printing system network component. If the printing system does not automatically assign a usable default value and the first number in the IP address above is from 192 to 254, then use 255.255.255.0 as the Subnet Mask.

If you are not sure of the appropriate Subnet Mask address, contact your network administrator.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
TCP/IP Setting **Enter**
▲ or ▼
Subnet Mask **Enter**

1 Access *Subnet Mask*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Use the numeric keys to enter each segment of the Subnet mask in turn, pressing ▶ or [*.] to move between segments.

3 Press **Enter** on completion. The display shows *Completed* and returns to the *TCP/IP Setting* screen.

If you make an error in entering a portion of the subnet mask, press ◀ to return to the previous block of digits and re-enter the correct number.

4 Register the Default Gateway. Refer to *Default Gateway Setting on page 3-5.*

Default Gateway Setting

If you are not sure of the appropriate Default Gateway address, contact your network administrator.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Network Setting **Enter**
▲ or ▼
TCP/IP Setting **Enter**
▲ or ▼
Default Gateway **Enter**

1 Access *Default Gateway*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Use the numeric keys to enter each segment of the Default Gateway in turn, pressing ▶ or [*.] to move between segments.

3 Press **Enter** on completion. The display shows *Completed* and returns to the *TCP/IP Setting* screen.

If you make an error in entering a portion of the default gateway, press ◀ to return to the previous block of digits and re-enter the correct number.

Setting the Emulation Mode

Available emulations are: Line Printer, IBM Proprinter, DIABLO 630, EPSON LQ-850, PCL6, KPDL, and KPDL (AUTO).

If KPDL (AUTO) emulation is selected, the machine will automatically switch from KPDL to a alternative emulation mode in accordance with the data to be printed. If KPDL emulation is selected, you can select whether or not to have a report printed out automatically whenever a KPDL error occurs during printing.

System Menu/ Counter
▲ or ▼
Printer Setting **Enter**
▲ or ▼
Emulation **Enter**

1 Access *Emulation*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the required emulation mode.

If you selected *Line Printer*, *IBM Proprinter*, *DIABLO 630*, *EPSON LQ-850*, or *PCL6*, the display shows *Completed* and returns to the *Printer Setting* screen. If you selected *KPDL*, the *KPDL Err Rep* screen is displayed. Select whether or not a report is to be printed out upon a KPDL error.

3 Press ▲ or ▼ to select either *On* or *Off* and press **Enter**. The display shows *Completed* and returns to the *Printer Setting* screen.

If you selected *KPDL(AUTO)*, the A*lt. Emulation* screen is displayed.
The asterisk (*) indicates the currently selected alternative emulation mode.

4 Press ▲ or ▼ to select the alternative mode, and press **Enter**. The *KPDL Err Rep* screen is displayed.

5 Select whether or not a report is to be printed out upon a KPDL error, and press **Enter**. The display shows *Completed* and returns to the *Printer Setting* screen.

4 Operation Status

This chapter contains explanations on the aspects of this machine for which the current operation status can be verified.

Some of the procedures shown in this chapter can also be accomplished using COMMAND CENTER **-** refer to *Using COMMAND CENTER on page 8-1*.

Status Screen

The following table explains the meaning of the icons displayed on the Status screen.

Meaning of the icons		
Job Type Icon	▯	Copy job.
	▯	Print job.
	✉	E-mail sending job.
	▧	Folder sending job.
	▣	TWAIN job.
	▧	FAX sending job (Option).
	▨	Report print job.
Job Status Icon	▷	The job is being processed.
	‖	Processing of the job has been paused.
	OK	The job has been successfully completed.
	NG	The job could not be successfully completed or has been canceled.
Address Icon	♣	Group destination.
	♠	Contact destination

Checking Jobs Status

Status/Job Cancel
▲ or ▼
Status Menu **Enter**
▲ or ▼
Print Job Status **Enter**

1 Access *Print Job Status*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the job whose status you want to check and press **Enter**. The *Detail* screen is displayed.

If the job list is not displayed in the *Print Job Status* screen, there are no jobs currently processed. Press right **Select**.

3 Check the displayed information for that job. You can also switch the screen to display other information for that print job by pressing ▲ or ▼.

4 Once you have completed verifying the information for that job, press **Enter**. The display returns to the *Print Job Status* screen.

Verifying Job Log

All information on the history of print jobs and send jobs are deleted when the machine is turned off.

Status/Job Cancel
▲ or ▼
Status Menu **Enter**
▲ or ▼
Print Job Log **Enter**

1 Access *Print Job Log*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the job whose status you want to check and press **Enter**. The *Detail* screen is displayed.

If the job log is not displayed in the *Print Job Log* screen, there is no available information on job history. Press right **Select**.

3 Check the displayed information for that job. You can also switch the screen to display other job log information for that print job by pressing ▲ or ▼.

4 Once you have completed verifying the information for that log, press **Enter**. The display returns to the *Print Job Log* screen.

Pausing Jobs

You can temporarily pause the processing of the jobs. You can also cancel jobs while processing is paused.

When you want to stop the copying jobs, press **Stop/Clear**. All jobs are stopped and the *Pausing Job List* screen is displayed.

1 Press **Status/Job Cancel**. The *Status Menu* screen is displayed.

2 Press left **Select**. The *Pausing Job List* screen, which shows a list of the jobs being processed, is displayed. Processing of jobs is paused, refer to *Resuming Jobs on page 4-3*.

To cancel a job, refer to *Canceling Jobs During Pausing on page 4-3*.

Canceling Jobs During Pausing

Jobs can also be canceled from the *Print Job Status* or *Send Job Status* screens. For more information, refer to *Canceling Jobs on page 4-3*.

1 Press ▲ or ▼ to select the job to cancel. Press left **Select**. The display indicates *Cancel Job. Are you sure?*.

2 Press left **Select**.

If you do not want to cancel that job, press right **Select**.

3 *Canceling* appears in the display and the process to cancel the job will begin.

4 The display returns to the *Pausing Job List* screen and the canceled job is deleted from the list of jobs being processed.

Resuming Jobs

To resume processing of the jobs, press right **Select**. The *Status Menu* screen is displayed and processing of the jobs is resumed.

Canceling Jobs

Canceling a print job is carried out from the *Print Job Status* screen and canceling a send job from the *Send Job Status* screen.

Status/Job Cancel
▲ or ▼
Status Menu   **Enter**
▲ or ▼
Print Job Status   or   *Send Job Status*   **Enter**

1 Access *Print Job Status* or *Send Job Status*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the job you want to cancel and press left **Select**. *Are you sure?* is displayed.

If all jobs have already been processed, no jobs will be shown in the list. Press right **Select**.

3 To cancel that job, press left **Select**.

Canceling appears in the display and the process to cancel the job will begin.

4 The display returns to the *Print Job Status* or *Send Job Status* screen and the canceled job is deleted from the list of jobs being processed.

Verifying Scanner Status

Status/Job Cancel
▲ or ▼
Status Menu   **Enter**
▲ or ▼
Scanner   **Enter**

1 Access *Scanner*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Check the status of scanning operations. The current status will be one of the following:

- The machine is ready to scan.
- The machine is currently scanning.
- The machine is preparing to scan.

3 Once you have completed verifying the status of scanning operations, press **Enter**. The display returns to the *Status Menu* screen.

Verifying Printer Status

Status/Job Cancel
▲ or ▼
Status Menu   **Enter**
▲ or ▼
Printer   **Enter**

1 Access *Printer*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Check the status of printing operations. The current status will be one of the following:

- The machine is ready to print.
- The machine is currently printing.
- The machine is preparing to print.

3 Once you have completed verifying the status of printing operations, press **Enter**. The display returns to the *Status Menu* screen.

Verifying the Toner Status

The amount of remaining toner is indicated with a 10-level indicator scale. Use this scale as a guide to determine when to replace the toner container.

Status/Job Cancel
▲ or ▼
Status Menu   **Enter**
▲ or ▼
Toner Status   **Enter**

1 Access *Toner Status*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Once you have completed verifying the amount of remaining toner, press **Enter**. The display returns to the *Status Menu* screen.

Verifying Settings for the Cassettes and MP Tray

Status/Job Cancel
▲ or ▼
Status Menu **Enter**
▲ or ▼
Paper Input **Enter**

1 Access *Paper Input*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Verify the paper size and type settings currently selected for cassette 1. You can also switch the screen to display the settings for cassette 2 and the MP tray by pressing ▲ or ▼.

3 Once you have completed verifying the settings, press **Enter**. The display returns to the *Status Menu* screen.

Printing Reports

The following shows the reports that are available for printing.

Report Name	Description
Menu Map	The machine prints a full list of the menu selection system. Note that menus shown in the list may vary depending on the optional units installed in the machine.
Status Page	You can check the machine's current status, including available memory space and option settings by printing a status page.
Font List	To help you decide in selecting a font, you can print out lists of the internal fonts or the optional fonts including downloaded fonts.

Procedure to Print Reports

System Menu/ Counter
▲ or ▼
Report **Enter**
▲ or ▼
Report Print **Enter**

1 Access *Report Print*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the report that you want to print out and press **Enter**. *Are you sure?* is displayed.

3 Press left **Select**.

4 *Accepted* is displayed and printing of the report will begin. After the report is printed, the display returns to the *Report Print* screen.

Result Report Setting

The result report can be printed out for checking whether a transmission was accomplished correctly or not.

- Off - The report is not printed.
- On - The report is printed.
- On(Conditions) - When error occurs, the report is printed.

System Menu/ Counter
▲ or ▼
Report **Enter**
▲ or ▼
Result Rep Set **Enter**
▲ or ▼
Send Result **Enter**

1 Access *Send Result*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select required result report and press **Enter**.

The display shows *Completed* and returns to the *Report* screen.

Verifying Total Number of Prints and Scans

System Menu/ Counter
▲ or ▼
Counter **Enter**

1 Access *Counter*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 To check the total number of print made, press ▲ or ▼ to select *Printed Pages* and press **Enter**.

To check the total number of scans made, press ▲ or ▼ to select *Scanned Pages* and press **Enter**. The corresponding Total Counter screen is displayed.

3 When ▲ or ▼ is pressed, it is possible to change between the functions of the counter as shown below:

Item	Function
Printed Pages	Copier, FAX (option), Printer, Total
Scanned Pages	Copier, Other, Total

4 When you have verified the counter, press **Enter**. The *Counter* screen is displayed.

5 System Settings

This chapter explains the procedures to make the various settings that are required in relation to the overall operation of this machine.

Some of the procedures shown in this chapter can also be accomplished using COMMAND CENTER refer to *Using COMMAND CENTER on page 8-1*.

Display Settings

Adjusting the Contrast of the display screen

System Menu/ Counter
▲ or ▼
Adjust **Enter**
▲ or ▼
LCD Contrast **Enter**

1 Access *LCD Contrast*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the contrast and press **Enter**. The display shows *Completed* and returns to the *Adjust* screen. There are seven available levels.

Available Settings	Contrast
Darker -3	Darker
Darker -2	↑
Darker -1	↑
Normal	Normal
Lighter +1	↓
Lighter +2	↓
Lighter +3	Brighter

Message Language

You can select the language of the message display from *English*, *Français*, *Deutsch*, *Italiano*, *Nederlands*, *Español*, *Português*, and optionally download messages in other languages. Contact your dealer for information.

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Language **Enter**

1 Access *Language*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the language to be used in the display and press **Enter**.

The display changes to the selected language then shows *Completed* and returns to the *Common Setting* screen.

Default Operation Mode

The default operation mode will determine whether the operation mode that appears after power is turned on to the machine will be the copy operation mode, the send operation mode or the status operation mode.

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Default Operat **Enter**

1 Access *Default Operat*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the default operation mode and press **Enter**. The display shows *Completed* and returns to the *Common Setting* screen.

Default Send Operation Mode

The default send operation mode will determine whether the send operation mode displayed when the machine is powered on will be e-mail, SMB, FTP, or FAX. It is recommended you select the most commonly used mode as the default.

System Menu/ Counter
▲ or ▼
Send Setting **Enter**
▲ or ▼
Default Dest **Enter**

1 Access *Default Dest*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the default operation mode required and press **Enter**. The display shows *Completed* and returns to the *Common Setting* screen.

Unit of Measurement

The unit of measurement selected will be used in the custom original size and custom paper size settings.

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Measurement **Enter**

1 Access *Measurement*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select either *Inch* or *mm* and press **Enter**. The display shows *Completed* and returns to the *Common Setting* screen.

Print Quality Settings

Adjusting Copy Exposure

You can adjust the copy exposure for each original quality mode (Auto Exposure Mode, Text + Photo Mode, Text Mode and Photo Mode) to any one of the seven available levels.

Available Settings	Exposure
Lighter -3	Brighter
Lighter -2	↑
Lighter -1	↑
Normal	Normal
Darker +1	↓
Darker +2	↓
Darker +3	Darker

System Menu/ Counter
▲ or ▼
Adjust **Enter**
▲ or ▼
Copy Expo. Adj **Enter**

1 Access *Copy Expo. Adj.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the original quality mode whose copy exposure you want to adjust and press **Enter**.

3 Press ▲ or ▼ to adjust the copy exposure and press **Enter**. The display shows *Completed* and returns to the *Copy Expo. Adj* screen.

Turning Scan Noise Reduction On and Off

Scan noise reduction is used to reduce the appearance of black lines which can appear on copy and send jobs when using the document processor.

System Menu/ Counter
▲ or ▼
Adjust **Enter**
▲ or ▼
Scan Noise Redu. **Enter**

1 Access *Scan Noise Redu.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select either *On* or *Off*. Press **Enter**. The display shows *Completed* and returns to the *Adjust* screen.

Photo Processing Method

<table>
<tr><td>

**System Menu/
Counter**

▲ or ▼

Copy Setting
Enter

▲ or ▼

Photo Processing
Enter

</td></tr>
</table>

1 Access *Photo Processing.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the processing method and press **Enter**. The display shows *Completed* and returns to the *Copy Setting* screen.

Item	Description
Error diffusion	This is the standard method that should be used and is the factory default setting. Copies are clearer if using originals with both text and photos.
Dithering	Use this method for originals containing mainly photos. When using the scanning or printing functions, image processing is accomplished using the Dithering setting.

Resetting Toner Status

To ensure the correct information is displayed for the toner status, the toner gauge must be reset after replacing the toner container.

Setting Menu	Description
Toner Gauge Rset (Toner Gauge Reset)	The toner counter is reset and the amount of toner remaining will be printed out on the Status Page as 100%.

To ensure the correct toner status is displayed, do not perform this procedure unless you have replaced the toner container.

<table>
<tr><td>

**System Menu/
Counter**

▲ or ▼

Common Setting
Enter

▲ or ▼

Toner Setting
Enter

</td></tr>
</table>

1 Access *Toner Setting.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select *Toner Gauge Rset* and press **Enter**. *Are you sure?* is displayed.

Press left **Select**. The display shows *Completed* and returns to the *Toner Setting* screen.

Machine Settings

Changing Function Defaults

For functions that you use often, changing the default value to the setting will minimize the time required to make that setting each time the corresponding function is used. The following table shows the functions for which the default values can be changed and their available settings. The factory default settings are shown with an asterisk (*).

Function		Available Settings	Reference
Scan Color Select	*	Full Color Grayscale Monochrome	*page 2-5*
Scan Resolution	*	200 x 100 Normal 200 x 200 Fine 200 x 400 Sup Fine 300 x 300 dpi 400 x 400 Ult Fine 600 x 600 dpi	*page 2-6*
Original Quality	*	Text + Photo Photo Text	*page 1-2*, *page 2-5*
Exposure	*	Auto Manual	*page 1-2*, *page 2-6*
Zoom	*	Auto 100%	*page 1-3*, *page 2-8*
Collate	*	Off On	*page 1-5*
Orig. Placement	*	Top Edge to Rear Top Edge to Left	*page 1-4*, *page 2-8*
File Name Entry		doc	*page 1-11*, *page 2-10*
File Name Entry/Additional Info.	*	None Date and Time Job No.	-

System Menu/ Counter
▲ or ▼
Function Default **Enter**

1 Access *Function Default*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the default setting that you want to change and press **Enter**. The screen for the selected default setting is displayed.

3 Press ▲ or ▼ to select the new default setting and press **Enter**. The display shows *Completed* and returns to the *Function Default* screen.

4 Press **Copy** or **Send**. The basic screen is displayed.

5 Press **Reset**. The default values will be activated.

Registering One-Touch Keys

Use the following procedure to register a destination (e-mail, PC folder, FAX) or a combination (copy or send) for the one-touch keys.

Selecting One-Touch Keys

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
One Touch Set **Enter**

1 Access *One Touch Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select *Program* or *Destination* and press **Enter**. The display shows *Completed* and returns to the *One Touch Set* screen.

Registering Destinations

To use this function, the destination must be registered in the Address book - refer to *Editing the Address Book on page 5-21.* The destination cannot be registered from the Ext Address Book.

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
One Touch Keys **Enter**

1 Access *One Touch Keys*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the one touch key number to register the destination and press **Enter**. When ------ is displayed, the destination is not registered. A register screen is displayed.

3 Press ▲ or ▼ to select *Address Book* and press **Enter**. The *Address Book* screen is displayed.

4 Press ▲ or ▼ to select the destination required and press **Enter**.

When *Group Address* is selected, the destination is registered, *Registered* is displayed and the *One Touch Keys* screen returns.
When *Contact Address* is selected, the *Contact Address* book is displayed.

5 Press ▲ or ▼ to select the send type required and press **Enter**. The destination is registered. *Registered* is displayed and the *One Touch Keys* screen returns.

To change an address that is already registered, press **Enter**. When the message *Overwrite Are you sure?* is displayed press left **Select**.

Verifying or Deleting One Touch Keys

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
One Touch Keys **Enter**

1 Access *One Touch Keys*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the one touch key number required and press right **Select**. The *Menu* screen is displayed.

3 Press ▲ or ▼ to select *Detail* or *Delete* and press **Enter**. When *Delete* is selected, *Delete Are you sure?* is displayed.

4 Use the following procedure to register destination (e-mail, PC folder, FAX) or combination (copy or send) under the one-touch keys and press **Enter**. The display shows *Completed* and returns to the *One Touch Keys* screen.

5 When *Detail* is selected, you can verify the destination which is registered.

Registering Program Functions

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

Registering a Program

1 Select the copy or send options to be registered (for example: 5 copies, Original size A4, Cassette 1).

System Menu/ Counter
▲ or ▼
Program Setting **Enter**

2 Access *Program Setting*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

3 Press ▲ or ▼ to select the program number required (1 to 8) and press right **Select**.

4 Press ▲ or ▼ to select *Register* and press **Enter**. A register screen is displayed.

5 Press ▲ or ▼ to select *Copy* or *Send* program and press **Enter**. The *Register copy (send) set. Are you sure?* is displayed.

To change a program that is already registered, press **Enter**. When the message *Overwrite copy (send) set. Are you sure?* is displayed, press left **Select**.

6 Press left **Select**. The program is registered. The display shows *Registered* and returns to the *Program Setting* screen.

Using a Program

1 Press **Program**. The *Program Call* screen is displayed.

2 Press ▲ or ▼ to select the program number required and press **Enter**. The display shows *Called* and the Program is loaded.

When the destination of a PC folder is registered, the User Login Name and Login Password must be input.

3 Position the originals and press **Start**.

Copy jobs or, send jobs are produced using the settings registered in the program.

If the program is called from a one-touch key, it is necessary to register the one-touch key - refer to *Registering One-Touch Keys on page 5-6.*

Restarting the Machine

You must restart the machine after you have changed any network settings.

System Menu/ Counter
▲ or ▼
System Setting **Enter**
▲ or ▼
Restart **Enter**

1 Access *Restart*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 To restart the machine, press left **Select**.

Adjusting Alarms

The following shows the various alarms and the available volume settings.

Item	Available Settings	Description
Volume	*0 Off* *1 Minimum* *2* *3 Middle* *4* *5 Maximum*	Adjust the volume of the alarms. To make all alarm sounds inaudible, select the *Off* setting. The larger the setting value, the larger the volume.
Key Conf. Buzzer	*Off* *On*	Indicates that the machine has accepted the key operation that was performed by the user.
Key Fail Buzzer	*Off* *On*	Indicates that for some reason the machine is unable to accept the key operation that was performed by the user.
Reset Buzzer	*Off* *On*	Indicates that **Reset/Power** was pressed in order to reset the current settings.
Job End Buzzer	*Off* *On*	Indicates that a corresponding copy, print, or send job was completed or that the machine has returned to an operation-ready state.
Ready Buzzer	*Off* *On*	Indicates that the machine is in an operation-ready state.
Warning Buzzer	*Off* *On*	Indicates that in its current state the machine is unable to perform the corresponding job. This setting applies when one of the following messages appears on the display. *Close Document Processor.* *Insert Cassette 1.* *KPDL error. Job is ended.* *Load Paper in Cassette1 (Cassette2, MP Tray, or Document Processor).* *Memory overflow. Part of the job end is printed.* *Place original and press Start key.* *Print overrun. This page isn't complete.* *Remove original from Document Processor.* *Send error.* *Toner low.*

Item	Available Settings	Description
Error Buzzer	*Off* *On*	Indicates that for some reason the corresponding operation has been terminated/paused or that user-intervention is required. This setting applies when one of the following messages appears on the display. *Close Top (or Document Processor) Cover.* *Error occurred Call service person.* *Paper Jam at Casssete1 (Casssete2, MP Tray, or Document Processor).* *Paper Jam in printer.* *Replace Toner.*

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Sound Setting **Enter**
▲ or ▼
Buzzer **Enter**
▲ or ▼
Volume **Enter**

1 Access *Volume*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the volume for the alarms and press **Enter**. The display shows *Completed* and returns to the *Buzzer* screen.

3 Press ▲ or ▼ to select the alarm and press **Enter**. The screen to turn the corresponding alarm on and off is displayed.

4 Press ▲ or ▼ to select either *On* or *Off* and press **Enter**. The display shows *Completed* and returns to the *Buzzer* screen.

Timer Settings

Date and Time

NOTE: Periodically check the time that is shown in the message display and adjust as necessary to match the current time.

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Year/Time **Enter**

1 Access *Year/Time*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to register the current year and press ▶.

3 Press ▲ or ▼ to register the current month and press ▶.

4 Press ▲ or ▼ to register the current day.

5 Press **Enter.** The *Time Setting* screen (hour/minute/second) is displayed.

6 Press ▲ or ▼ to register the current hour and press ▶.

7 Press ▲ or ▼ to register the current minute and press ▶.

8 Press ▲ or ▼ to register the current second.

9 Press **Enter.** The display shows *Completed* and returns to the *Date/Timer Set* screen.

Date Format

The display sequence of the date which is displayed at the operating panel can be changed to Month/Day/Year, Day/Month/Year or Year/Month/Day.

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Date Format **Enter**

1 Access *Date Format*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the format that you require and press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Time Zone

This setting indicates the difference in time between your time zone and Greenwich Mean Time. (Example: The setting for Eastern Standard Time is *-05:00 Estn Time*). This setting is especially useful when sending e-mail.

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Time Zone **Enter**

1 Access *Time Zone*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the time zone that you are in and press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Summer Time

This setting is valid only in those areas where summer time is observed.

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Summer Time **Enter**

1 Access *Summer Time*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select either *On* or *Off*. Press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Auto Panel Reset

The Auto Panel Reset function automatically returns the machine to the default settings when no operation has been performed on the machine or operation panel for a pre-set period of between 5 and 495 seconds. The factory default setting for this period is 90 seconds. The exception is that the current exposure mode and the original quality mode settings will not change.

Enabling Auto Panel Reset

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Auto Panel Reset **Enter**

1 Access *Auto Panel Reset*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select either *On* or *Off*. Press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Reset Timer

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Reset Timer **Enter**

1 Access *Reset Timer*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Reset Timer* and press **Enter**. The *Reset Timer* screen is displayed.

3 Press ▲ or ▼ or use the numeric keys to register the current Reset Timer. Press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Low Power Timer

The machine has a Low Power Timer that is used to conserve power when it is not operating. You can adjust this time to between 1 minute and 240 minutes before the machine enters low power mode. The factory default time is 5 minutes.

The machine wakes from low power mode whenever any one of the keys on the operation panel is pressed, an original is placed in the document processor, the cassettes or MP tray are opened or closed, or a print job is received.

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Low Power Timer **Enter**

1 Access *Low Power Timer*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ or use the numeric keys to select the time for the Low Power Timer to engage and press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Auto Sleep Timer

The machine has an Auto Sleep Timer that is used to conserve power when it is not operating. You can adjust this time to between 1 minute and 240 minutes before the machine enters sleep mode. The factory default time is 30 minutes.

To engage auto sleep manually, press and hold **Reset/Power** for at least three seconds. Auto sleep will engage immediately. The machine wakes from auto sleep whenever you press **Reset/Power**.

Enabling Auto Sleep

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Auto Sleep **Enter**

1 Access *Auto Sleep*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Auto Sleep* and press **Enter**. The *Auto Sleep* screen is displayed.

3 Press ▲ or ▼ to select either *On* or *Off*. Press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Sleep Timer

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Sleep Timer **Enter**

1 Access *Sleep Timer*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ or use the numeric keys to select the time for the Sleep Timer to engage and press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Auto Error Clear

If a printing error occurs that still allows printing to continue, setting Auto Error Clear to *On* enables the next job to be printed after a set recovery period (Error Clear Time) has elapsed. The factory default setting for Auto Error Clear is *Off*. The Error Clear Time period can be set between 5 and 495 seconds. The factory default time is 30 seconds.

Enabling Auto Error Clear

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Auto Err. Clear **Enter**

1 Access *Auto Err. Clear*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select either *On* or *Off* and press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Error Clear Time

System Menu/ Counter
▲ or ▼
Date/Timer Set **Enter**
▲ or ▼
Err. Clear Timer **Enter**

1 Access *Err. Clear Timer*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ or use the numeric keys to select the recovery time and press **Enter**. The display shows *Completed* and returns to the *Date/Timer Set* screen.

Size Settings

Registering Custom Original Size

If you normally copy or scan from an original size that is not registered in this machine (non-standard size), it is convenient to register that size in advance. You can register a custom original size within the following ranges:

Measurement	X Range	Y Range
Inch specifications	5.83 to 14.02 inches	3.15 to 8.50 inches
Metric specifications	148 to 356 mm	80 to 216 mm

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Orig. /Paper Set **Enter**
▲ or ▼
Custom Orig.Size **Enter**

1 Access *Custom Orig.Size*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Custom* and press **Enter**. The *Size Entry(Y)* screen is displayed.

3 Use the numeric keys to enter the Y dimension (width) of the original to be registered.

Once the width is displayed, press **Enter**. The *Size Entry(X)* screen is displayed.

4 Use the numeric keys to enter the X dimension (height) of the original to be registered.

Once the height is displayed, press **Enter**. The display shows *Registered* and returns to the *Orig. /Paper Set* screen.

Registering Custom Paper Size

If you normally copy or print onto a paper size that is not registered in this machine (non-standard size), it is convenient to register that size in advance. It is possible to register a custom paper size within the following ranges:

Measurement	X Range	Y Range
Inch specifications	3.15 to 8.50 inches	5.83 to 14.02 inches
Metric specifications	80 to 216 mm	148 to 356 mm
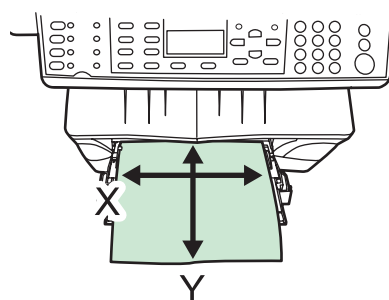
System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Orig./Paper Set **Enter**
▲ or ▼
Custom PaperSize **Enter**

1 Access *Custom PaperSize.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select *Custom* and press **Enter**. The *Size Entry(Y)* screen is displayed.

3 Use the numeric keys to enter the Y dimension (height) of the print paper to be registered.

Once the height is displayed, press **Enter**. The *Size Entry(X)* screen is displayed.

4 Use the numeric keys to enter the X dimension (width) of the print paper to be registered.

Once the width is displayed, press **Enter**. The display shows *Registered* and returns to the *Orig./Paper Set* screen.

Default Original Size

You can change the default original size to a more frequently used one.

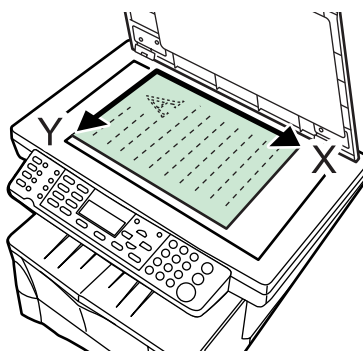| System Menu/
Counter |
| :---: |
| ▲ or ▼ |
| *Common Setting*
Enter |
| ▲ or ▼ |
| *Orig./Paper Set*
Enter |
| ▲ or ▼ |
| *Def. Orig. Size*
Enter |

1 Access *Def. Orig. Size*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the size of the original and press **Enter**. The display shows *Completed* and returns to the *Orig./Paper Set* screen.

Selecting Paper Size and Media Type

From the operation panel, you can select the default paper source from which the machine feeds paper. If an optional paper feeder(s) is installed, it is also available for the default paper source.

Cassettes

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Orig./Paper Set **Enter**
▲ or ▼
Cassette# Set **Enter**
▲ or ▼
Cassette# Size **Enter**

1 Access *Cassette# Size*.

Where # is the cassette number.
If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the paper size to be used in that cassette and press **Enter**. The display shows *Completed* and returns to the *Cassette# Set* screen.

3 Press ▲ or ▼ to select *Cassette# Type* and press **Enter**. The *Cassette# Type* screen is displayed.

4 Press ▲ or ▼ to select the media type to be used in that cassette and press **Enter**. The display shows *Completed* and returns to the *Cassette1 Set* screen.

5 Press ▲ to select *Back* and press **Enter**. The display returns to the *Orig./Paper Set* screen.

MP Tray

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Orig./Paper Set **Enter**
▲ or ▼
MP Tray Set **Enter**
▲ or ▼
MP Tray Size **Enter**

1 Access *MP Tray Size*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the paper size to be used on the MP tray and press **Enter**. The display shows *Completed* and returns to the *MP Tray Set* screen.

3 Press ▲ or ▼ to select *MP Tray Type* and press **Enter**. The *MP Tray Type* screen is displayed.

4 Press ▲ or ▼ to select the media type to be used on the MP tray and press **Enter**. The display shows *Completed* and returns to the *MP Tray Set* screen.

5 Press ▲ to select *Back* and press **Enter**. The display returns to the *Orig./Paper Set* screen.

Registering Custom Media Type

It is possible to use this procedure to register and select names for custom media types (1 through 8).

System Menu/ Counter
▲ or ▼
Common Setting **Enter**
▲ or ▼
Orig./Paper Set **Enter**
▲ or ▼
Media Type Adj **Enter**

1 Access *Media Type Adj*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the media type whose registered paper weight and printing exposure you want to change, or select one of the custom settings and press **Enter**. The *Media Weight* screen is displayed.

If you selected *Custom* as the media type, the *Media Name Entry* screen is displayed. Enter the name (15 characters maximum) and press **Enter**.

3 Press ▲ or ▼ to select the media weight and press **Enter**. The *Print Density* screen is displayed.

4 Press ▲ or ▼ to select the print density and press **Enter**. The display shows *Completed* and returns to the *Media Type Adj* screen.

Selecting the Paper Feed Source

If an optional paper feeder is installed, it is also available for the default paper source.

System Menu/Counter
▲ or ▼
Common Setting
Enter
▲ or ▼
Orig./Paper Set
Enter
▲ or ▼
Def. Paper Input
Enter

1 Access *Def. Paper Input*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the paper feed location that you want to be used as the default setting and press **Enter**. The display shows *Completed* and returns to the *Orig./Paper Set* screen.

Selecting the APS (Auto Paper Selection) Media Type

Use the following procedure to designate the type of paper that will be used when the Auto setting is selected for the paper source.

System Menu/Counter
▲ or ▼
Copy Setting
Enter
▲ or ▼
APS Media Type
Enter

1 Access *APS Media Type*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the media type that will be used in the APS (Auto Paper Selection) mode. Press **Enter**. The display shows *Completed* and returns to the *Copy Setting* screen.

Editing the Address Book

This section explains how to register contact address and group address.

The maximum number that can be registered is:

Address	Maximum number
Contact Address	100
Group Address	20 (One group of 100)

Registration of e-mail address, PC folder (SMB and FTP), and fax number is also possible from an Internet Web browser as well as by using COMMAND CENTER.

Registering Contact Address

The destination which can be registered to the contact address is FAX Number, E-mail Address, Folder (SMB), and Folder (FTP).

System Menu/ Counter
▲ or ▼
Edit Addressbook **Enter**
right **Select** *Menu*
▲ or ▼
Add Address **Enter**
▲ or ▼
Contact **Enter**

1 Access *Contact*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press right **Select**. The *Contact Name* screen is displayed.

3 Enter the contact name and press **Enter**. The *Detail* screen is displayed.

4 Press ▲ or ▼ to select the destination registering. The *Detail* (FAX Number, E-mail Address, Folder (SMB), or Folder (FTP)) screen is displayed.

5 Press right **Select**. A register screen is displayed.

6 Enter the destination and press **Enter**. The *Detail* screen returns.

When completed, press **Enter**. The display shows *Registered* and returns to the *Edit Addressbook* screen.

Registering Group Address

The destination of PC folder can only register one group to one destination.

System Menu/ Counter
▲ or ▼
Edit Addressbook **Enter**
right **Select** *Menu*
▲ or ▼
Add Address **Enter**
▲ or ▼
Group **Enter**

1 Access *Group*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press right **Select**. The *Group Name* screen is displayed.

3 Enter the group name and press **Enter**. The *Detail Group Name* screen is displayed.

4 Press ▲ or ▼ to select *Detail Group member* and press right **Select**. The *Group Member* screen is displayed.

5 Press right **Select**. The *Menu* screen is displayed.

6 Press ▲ or ▼ to select *Add Member* and press **Enter**. The *Contacts* screen is displayed.

7 Press ▲ or ▼ to select the address required and press **Enter**. A contact address screen is displayed.

8 Press ▲ or ▼ to select the *FAX Number*, *E-mail Address*, *Folder (SMB)*, or *Folder (FTP)*. The display shows *Registered* and returns to the *Group Member* screen.

9 When the member is added, repeat steps 5 through 8 to add further members.

10 When the register is completed, press left **Select**. The *Detail Group Member* screen is displayed.

11 Press **Enter**. The display shows *Registered* and returns to the *Edit Addressbook* screen.

Edit Address

System Menu/ Counter
▲ or ▼
Edit Addressbook **Enter**

1 Access *Edit Addressbook*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the address required and press right **Select**. The *Menu* screen is displayed.

3 Press ▲ or ▼ to select *Detail/Edit* and press **Enter**. The *Detail* screen is displayed.

When the contact address is edited in this screen, it is also edited inside a group address.

4 Press ▲ or ▼ to select the destination. The *Other Detail* screen is displayed.

You can verify the address which is registered.
When register contents are modified, press right **Select**. An edit screen is displayed.

5 Edit the information and press **Enter**. The *Detail* screen display returns.

When verification and modification of the address are completed, press **Enter**. The display shows *Registered* and returns to the *Edit Addressbook* screen.

Delete Address

System Menu/ Counter
▲ or ▼
Edit Addressbook **Enter**

1 Access *Edit Addressbook*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the address required and press right **Select**. The *Menu* screen is displayed.

3 Press ▲ or ▼ to select *Delete* and press **Enter**. *Delete Are you sure?* is displayed.

When the contact address is deleted on this screen, it is also deleted inside group address.

4 Press **Enter**. *Deleted* is displayed and the address is deleted. The display returns to the *Edit Addressbook* screen.

Printing the Service Pages

The following table shows the reports that are available for printing.

CAUTION: The Service Setting menu includes items to be performed by service personnel. Do not attempt to change settings other than those explained below.

Item	Description
Ser. Status Page (Service Status Page)	Lists information on the settings and environments of use for this machine.
NW Status Page (Network Status Page)	Lists information on the network settings.

System Menu/ Counter
▲ or ▼
Service Setting **Enter**

1 Access *Service Setting*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select either *Ser.Status Page* or *NW Status Page* and press **Enter**. *Print Are you sure?* is displayed.

3 Press left **Select**.

4 *Accepted* is displayed and printing of the report will begin. The display returns to the *Service Setting* screen.

6 User Login Management

When *User ID* is indicated on this machine, the administrator has enabled the User Login function and you will need to enter your User ID in order to use the machine. Additionally, the administrator may have set a password which you will also need to enter.

The factory default User ID and Password is 1118.

Entering User Login

If the message display prompts you to login, follow the instructions below:

1 Use the numeric keys to enter the *User ID*.

2 When the password has been set, press ▼ to select *Password*, use the numeric keys to enter the Password and press **Enter**. The basic screen is displayed.

If the administrator has not set the password, press **Enter**. The basic screen is displayed.

3 On completion, press **Log Out**.

ID management

User Login must be enabled by the administrator before it can be used.

Enabling User Login

Use to switch the User Login function On or Off.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
User Login Set **Enter**
▲ or ▼
User Login **Enter**

1 Access *User Login*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

If the User Login setting is enabled you will need to enter an administrator's User ID, press ▼ and enter an administrator's Password and press **Enter** before the *User/Job Account* screen is displayed.

2 Press ▲ or ▼ to select On or Off and press **Enter**. The display shows *Completed* and returns to the *User Login* Set screen.

Registering a User

Up to 20 users, including the administrator can be registered.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
User Login Set **Enter**
▲ or ▼
User List **Enter**

1 Access *User List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

If the User Login setting is enabled you will need to enter an administrator's User ID, press ▼ and enter an administrator's Password and press **Enter** before the *User/Job Account* screen is displayed.

2 Press right **Select**. The *Menu* screen is displayed.

3 Press ▲ or ▼ to select *Add User* and press **Enter**. The *User Name* screen is displayed.

4 Enter the user name and press **Enter**. The *User ID* screen is displayed.

5 Enter the user ID and press **Enter**. The display shows *Registered* and returns to a login user screen.

6 Press ▲ or ▼ to select *Detail* and press **Enter**.

7 Enter the password of the login user, e-mail address, access level and account.

8 Press **Enter**. The *User List* screen returns.

Editing User Details

The following details can be edited.

- User Name - maximum 16 characters.
- User ID - maximum 16 characters.
- Password - maximum 16 characters.

  When you enter the password, you will need to enter password again to confirm it.

- Mail Address - maximum 128 characters.
- Access Level - Administrator or User.

  Administrator: All operations are permitted.

  User: Cannot access **Sys Menu/Counter**. The Counter and User Property function are excluded.

- Account Name - if no name is entered, it will show *Other*.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
User Login Set **Enter**
▲ or ▼
User List **Enter**

1 Access *User List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

If User Login setting is enabled you will need to enter an administrator's User ID, press ▼ and enter an administrator's Password and press **Enter** before the *User/Job Account* screen is displayed.

2 Press ▲ or ▼ to select the user name required and press **Enter**. The *Detail* screen is displayed.

3 Press ▲ or ▼ to select the user login information registering.

4 When contents are to be modified, press right **Select**. An edit screen is displayed.

5 Edit the information and press **Enter**. The *Detail* screen display returns.

6 On completion, press **Enter**. The display shows *Registered* and returns to a *User List* screen.

Deleting a User

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
User Login Set **Enter**
▲ or ▼
User List **Enter**

1 Access *User List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

If User Login setting is enabled you will need to enter an administrator's User ID, press ▼ and enter an administrator's Password and press **Enter** before the *User/Job Account* screen is displayed.

2 Press ▲ or ▼ to select the user name required and press right **Select**. The *Menu* screen is displayed.

3 Press ▲ or ▼ to select *Delete* and press **Enter**. *Delete Are you sure?* is displayed.

4 Press left **Select**. The display shows *Deleted,* the user is deleted and the *User List* screen returns.

User Property

You can verify the information of the login user. However, modification of User Name and Password is possible. When User Login is set to Off, The User Property screen is not displayed.

System Menu/ Counter
▲ or ▼
User Property **Enter**

1 Access *User Property.*

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii.*

2 Press ▲ or ▼ to select the user. The *User Property* (1/6 to 6/6) screen is displayed.

3 When register contents are to be modified, press right **Select**. An edit screen is displayed.

4 Edit the property and press **Enter**. The *User Property* screen display returns.

5 On completion, press **Enter**. The display shows *Registered* and the **Sys. Menu/Counter** screen returns.

Unknown ID Job

The manager can permit or prohibit a print job from user ID that is not registered.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Unknown ID Job **Enter**

1 Access *Unknown ID Job*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

If User Login setting is enabled you will need to enter an administrator's User ID, press ▼ and enter an administrator's Password and press **Enter** before the *User/Job Account* screen is displayed.

2 Press ▲ or ▼ to select *Reject* or *Permit* and press **Enter**. The display shows *Completed* and the *User/Job Account* screen returns.

7 Job Accounting

Job accounting is used to control the total number of copies and prints by setting an ID-code for each account. When enabled, job accounting has the following features.

Job Accounting Function	Description
Enabling job accounting	Turn job accounting function On or Off.
Managing accounts	• Registers ID-codes and limitation of use. • Deletes registered accounts. • Changes the limitation of use for each account.
All account management	Confirms the total count, job accounting report output, and counter clear for all accounts.
Individual account management	Shows the total count and counter clear for individual accounts.
Job Accounting Report	Prints the job accounting report.
Default settings	Adjusts the default settings for the job accounting mode.

You should also refer to the *Kyocera Extended Driver (KX Driver) User Guide* for computer settings required for using job accounting for printer functions

Enabling Job Accounting

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Job Account. **Enter**

1 Access *Job Account*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Off* or *On* and press **Enter**.

3 Press right **Select**. The display returns to the basic screen.

Managing Accounts

Registering a New Account

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press right **Select**.

3 Press ▲ or ▼ to select *Add Account* and press **Enter**.

4 Enter the account name up to 16 characters and press **Enter**.

5 Enter the account ID up to 8 digits and press **Enter**.

6 Press ▲ or ▼ to select *Detail* and press **Enter**.

7 Press left **Select** to set the limitation of use - refer to *Setting Limitation of Use on page 7-2.*

8 Press left **Select** twice. The display returns to the basic screen.

Setting Limitation of Use

You can change the management method so that you can set the limitation of count for copying and printing respectively.

Copying Limitation

This item is displayed if Copy/Print Count setting is set to Split.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the account to set the limitation and press **Enter**.

3 Press ▲ or ▼ to select *Print Limit.: Copier* and press right **Select**.

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

5 Enter the maximum pages and press **Enter**.

6 Press left **Select** twice. The display returns to the basic screen.

Printing Limitation

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the account to set the limitation and press **Enter**.

3 Press ▲ or ▼ to select *Print Limit.: Printer* and press right **Select**.

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

5 Enter the maximum pages and press **Enter**.

6 Press left **Select** twice. The display returns to the basic screen.

Scanning Limitation

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the account to set the limitation and press **Enter**.

3 Press ▲ or ▼ to select *Scan Limit* and press right **Select**.

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

5 Enter the maximum pages and press **Enter**.

6 Press left **Select** twice. The display returns to the basic screen.

Fax Transmission Limitation

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the account to set the limitation and press **Enter**.

3 Press ▲ or ▼ to select *FAX TX Limit* and press right **Select**.

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

5 Enter the maximum pages and press **Enter**.

6 Press left **Select** twice. The display returns to the basic screen.

Deleting an Account

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the account to be deleted and press right **Select**.

3 Press ▲ or ▼ to select *Delete* and press **Enter**. *Delete Are you sure?* is displayed.

4 Press left **Select**. The display shows *Deleted* and returns to the *Account List* screen.

5 Repeat steps 2 to 4 to delete another account.

6 Press left **Select**. The display returns to the basic screen.

Changing Limitation of Use

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**
▲ or ▼
Account. List **Enter**

1 Access *Account. List*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select the account to change the limitation and press **Enter**.

3 Change the limitation of use - refer to *Setting Limitation of Use on page 7-2.*

4 On completion, press left **Select** twice. The display returns to the basic screen.

All Account Management

Confirming the counter

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *All Accounts* and press **Enter**.

3 Press ▲ or ▼ to confirm the counters for printed pages, scanned pages, FAX TX pages and FAX TX time and press **Enter**.

Resetting the counter

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *All Accounts* and press **Enter**.

3 Press ▲ or ▼ to select *Counter Reset* and press **Enter**. *Counter Reset Are you sure?* is displayed.

4 Press left **Select**. The display shows *Cleared* and returns to the *All Accounts* screen.

5 Press right **Select**. The display returns to the basic screen.

Individual Account Management

Confirming the counter

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Split Account* and press **Enter**.

3 Press ▲ or ▼ to select the account and press **Enter**.

4 Press ▲ or ▼ to confirm the counters for printed pages, scanned pages, FAX TX pages and FAX TX time and press **Enter**.

Resetting the counter

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Split Account* and press **Enter**.

3 Press ▲ or ▼ to select the account and press **Enter**.

4 Press ▲ or ▼ to select *Counter Reset* and press **Enter**. *Counter Reset Are you sure?* is displayed.

5 Press left **Select**. The display shows *Cleared* and returns to the *Split Account* screen.

6 Press right **Select**. The display returns to the basic screen.

Job Accounting Report

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Account. Report* and press **Enter**. *Print Are you sure?* is displayed.

3 Press left **Select**. The job accounting report is printed.

4 Press right **Select**. The display returns to the *basic* screen.

Default Settings

Action when Limitations are Exceeded

You can select whether to prohibit use of the machine immediately, from the next job or to display a warning message when the count limitation is exceeded.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Default Setting* and press **Enter**.

3 Press ▲ or ▼ to select *Apply Limit* and press **Enter**.

4 Press ▲ or ▼ to select *Immediately* or *Subsequently* and press **Enter**. The display shows *Registered* and returns to the *Default Setting* screen.

5 Press right **Select**. The display returns to the basic screen.

Adding Copying Counter to Printing Counter

You can select whether to add the copying counter to the printing counter or not.

System Menu/ Counter
▲ or ▼
User/Job Account **Enter**
▲ or ▼
Job Account. Set **Enter**

1 Access *Job Account. Set*.

If you are unsure how to use this route map refer to *Accessing Menu Items on page vii*.

2 Press ▲ or ▼ to select *Default Setting* and press **Enter**.

3 Press ▲ or ▼ to select *Copy/Print Count* and press **Enter**.

4 Press ▲ or ▼ to select *Total* or *Split* and press **Enter**. The display shows *Registered* and returns to the *Default Setting* screen.

5 Press right **Select**. The display returns to the basic screen.

Using Job Accounting

Copier or Send Operation

Under job accounting, you can only perform copier and send operations after inputting your ID-code.

When User Login is set, the message display prompts you to enter the user ID and password. The job is then added to the account of the user with that ID. For details, refer to *Editing User Details on page 6-3*.

1 Input your ID-code using the numeric keys and press **Enter**. The basic screen is displayed.

If you enter an incorrect code, press **Stop/Clear** and re-enter the code.

2 Perform normal copier or send operations.

3 On completion, press **Log Out**.

Printer Operation

With job accounting enabled, operation on the computer is required for printing. For details, contact your system administrator.

8 Using COMMAND CENTER

COMMAND CENTER refers to the web home page that is installed in the machine from which you can verify the operating status of the machine and make settings related to security, network printing, e-mail transmission and advanced networking.

System Requirements

If the machine is used on a TCP/IP network and has a valid IP address, it may be managed from any web browser. The browser allows configuration of all machine settings, however, unlike the AdminManager, the browser cannot create NetWare print objects. If a browser is used for NetWare configuration, then NWAdmin must also be used to create the NetWare print objects.

The COMMAND CENTER home page can only be accessed from a PC if the TCP/IP protocol is installed on the PC and the IP address has been configured for the machine.

Required operating systems (OS) for using COMMAND CENTER:

- Microsoft Windows 98SE/ME/2000/XP and Microsoft Windows NT 4.0
- Apple Macintosh OS X 10.x

The COMMAND CENTER web page has been tested with the following web browsers.

OS	Web Browser
Microsoft Windows	Microsoft Internet Explorer 5.5 and 6.0
	Netscape 6.2 and 7.1
	Opera 7
	Mozilla 1.5
Apple Macintosh	Microsoft Internet Explorer 5.2[†]
	Netscape 7.1
	Safari 1 (OS X 10.2 and later)

†. Due to the Macintosh Internet Explorer display restriction, some or all of the elements in the drop down list may appear in English.

Accessing COMMAND CENTER

1 Run the web browser.

2 In Address or Location, enter the machine IP address as the URL, e.g. *http:// 10.183.51.33/*. The home page displays basic information about the machine and COMMAND CENTER as well as the current status of the machine.
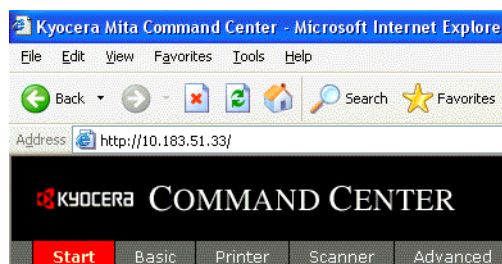
3 Select a category from the navigation bar on the left to view and set values for that category.

4 When trying to access any screens other than the home page when a COMMAND CENTER Admin password has been set, enter a user name and password.

The administrator password may be defined on the **Basic** page. If prompted to enter User name and Password, any value may be entered for User Name (including leaving it blank). For Password, enter COMMAND CENTER Admin password.
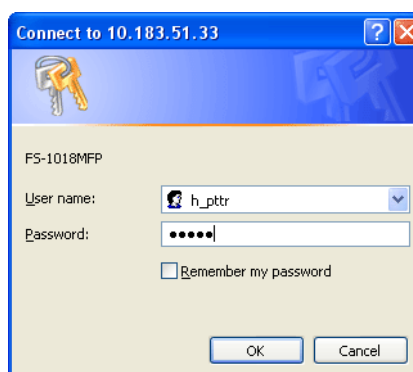
COMMAND CENTER Pages

The COMMAND CENTER home page divides the seven functions onto separate pages. The following is an outline of each page accessed.

Advanced Page
Job Page
Fax Page
Scanner Page
Printer Page
Basic Page
Start Page
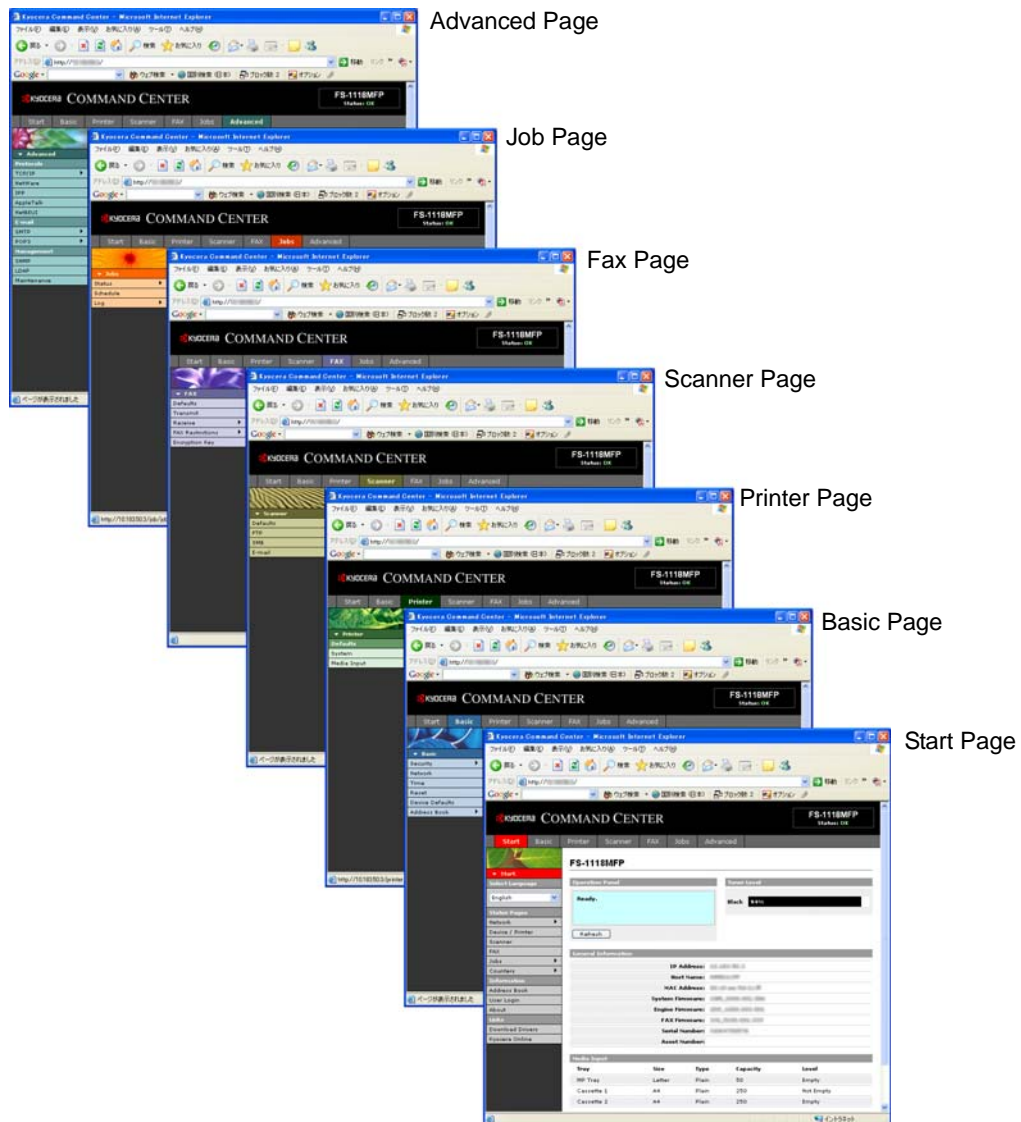
Page	Description
Start page	This page allows you to verify this machine's operating status and current settings.
Basic page	This page includes settings that apply to the entire machine, such as Device Defaults, Security, and Basic Networking.
Printer page	This page includes settings that apply to the printing function of the machine, such as Default Print Resolution and Copy Count.
Scanner page	This page includes settings that apply to the scanning function of the machine, such as Default Scan Resolution and Original Placement.

Page	Description
Fax page	This page includes settings that apply to the FAX function of the device, such as FAX transmit and receive settings.
Jobs page	This page includes information on all device jobs including job status, scheduled job and job log.
Advanced page	This page includes advanced settings that apply to the entire machine and is comprised primarily of advanced network settings.

Start Page

The following operations are possible from the **Start** page.

- Verifying the machine's operating status
- Changing the language that COMMAND CENTER is displayed in
- Verifying various settings (machine, printing, scanning, network and e-mail)
- Verifying the number of scanned pages and the number of prints made on the machine
- Access linked home pages

All users will have access to the **Start** page.

To return from any other page to this home page, click on ▼ **Start**.

Start > Start

This page allows you to verify the machine's operating status. This will be the first screen that appears after COMMAND CENTER has been started up.

Item	Description
Select Language	Appears if COMMAND CENTER pages support multiple languages. Supported languages may also be selected through language preference settings in your browser. To change COMMAND CENTER language: - Open the **Select Language** drop down list by clicking it. - Select the appropriate language. If you attempt to view COMMAND CENTER with a character set other than the language that is used on the operation panel's display, some characters may be illegible.
Operation Panel	This indicates the machine's operating status as displayed on the operation panel. To update the display to the most recent status, click the **Refresh** button.
Toner Level	This shows the approximate level of remaining toner. When the value is 100%, the toner container is full. The closer to 0%, the smaller the amount of remaining toner.
General Information	This allows you to verify the following information: IP Address, Host Name, MAC Address, System Firmware, Engine Firmware, Serial Number, and Asset Number.
Media Input	This shows paper size and media type for cassettes and MP tray.

Start > Status

These pages allow you to verify the various settings (machine, printing, scanning, network and e-mail) that were made on the operation panel or using COMMAND CENTER.

Item	Description
Network > General	This allows you to verify the settings made under SNMP, LDAP, TCP/IP, IPP (Internet Printing Protocol), AppleTalk, and NetBEUI in the **Advanced** Page. For more information on SNMP, refer to *Advanced > Management > SNMP on page 8-25*. For more information on other items, refer to *Advanced > Protocols > TCP/IP > General on page 8-18*.
Network > IP Filters	This displays the list of IP addresses and subnet masks that have access permissions as set on the IP Filters page of the **Advanced** Page. If no IP addresses have been designated, then access permission will be granted to all addresses. For more information, refer to *Advanced > Protocols > TCP/IP > IP Filters on page 8-19*.
Network > POP3/ SMTP	This allows you to verify the e-mail-related settings made on POP3 and SMTP pages of the **Advanced** Page. For more information on POP3, refer to *Advanced > E-mail > POP3 > General on page 8-23*. For more information on SMTP, refer to *Advanced > E-mail > SMTP > General on page 8-22*.
Network > Logical Printer	This allows you to verify the settings made on the Logical Printers page of the **Advanced** Page. For more information, refer to *Advanced > Protocols > TCP/IP > Logical Printers on page 8-19*.
Network > Netware	This allows you to verify the settings made on the Netware page of the **Advanced** Page. For more information, refer to *Advanced > Protocols > Netware on page 8-20*.
Device/Printer	This allows you to verify the settings made on the Basic and the Printer pages. For more information, refer to *Basic Page on page 8-6* and *Basic > Address Book on page 8-9*.
Scanner	This allows you to verify the settings made on the **Scanner** Page. For more information, refer to *Scanner Page on page 8-12*.
Fax	This allows you to verify the settings made on the **Fax** Page. For more information, refer to *FAX Page on page 8-14*.
Jobs > Print Job Log	This allows you to confirm the log of the jobs in each operation. For more information, refer to *Jobs Page on page 8-17*.
Jobs > Send Job Log	
Jobs > Store Job Log	
Counters > by Function	This allows you to verify the number of printed pages and scanned pages.
Counters > by Paper Size	This allows you to verify the number of printed pages in each paper size.
Usage Counters	This allows you to verify the number of scanned pages and the number of prints made on the machine.

Start > Information

This page provides information about the Address Book, User Login, the model number of the machine and version of COMMAND CENTER.

Item	Description
Address Book	This shows the status of Contacts and Groups in the Address Book. For more information on other items, refer to *FAX Page on page 8-14*.
User Login	This shows the status of User Logins. For more information on other items, refer to *Jobs Page on page 8-17*.
About	This shows details of the machine and COMMAND CENTER.

Start > Links

Visit the following web site for more information and downloads.

Item	Description
Download Drivers	http://kyoceramita.com/download/index.html
Kyocera Mita Online	http://www.kyoceramita.com

Basic Page

This section includes settings that apply to the machine, such as Device Defaults, Security, and basic Networking. If the Admin password has been set, pages in this section are available only to the Administrator.

Setting the Administrator password is highly recommended. See the Security section for other security options. Function specific settings are found under their respective sections.

Basic > Security > Account Settings

The Administrator (Admin) account is the master access account. It controls access to the printer and networking configuration from all setup and management utilities including the HTML web pages.

The factory default for COMMAND CENTER has no password. Setting the Admin password is highly recommended to prevent unauthorized changes to the machine and networking configuration.

To change the password:

1 Enter the **Old Password**.

2 Enter the password you want to set in **New Password**. This can be up to 30 character long.

3 Enter the same password in **Confirm New Password**.

4 Click the **Submit** button.

Basic > Security > Device

COMMAND CENTER provides the ability to restrict the type of access that can be accomplished from the operation panel. This can be done by selecting one of the available settings: Lock, Partial Lock, or Unlock.

Item	Description
Lock	Prohibits use of **System Menu/Counter** and prohibits canceling of jobs from the Status Menu.
Partial Lock	Prohibits use of **System Menu/Counter**.
Unlock	The operation panel is fully operable.

- Network access to the machine can be restricted using IP address designations and/or SNMP settings.
- Network access to the machine can be restricted to allow only specific network addresses. Refer to *Advanced > Protocols > TCP/IP > IP Filters on page 8-19*.
- The SNMP Read and Write Community settings function as passwords to control read and write access to the machine using SNMP. Refer to *Advanced > Management > SNMP on page 8-25*.

Basic > Security > User Login

This page lets you add, edit or remove User Logins.

Adding a New User Login

1 Open the **User Login** page.

2 Click **Add** and enter the information of the user to be used for the User Login.

3 Click **Submit**.

Editing the User Login

1 Open the **User Login** page.

2 Click the desired number or name to edit the user and modify their information.

3 Click **Submit**.

Deleting the User Login

1 Open the **User Login** page.

2 Check the desired user. If you check **ID**, all users will be checked.

3 Click **Delete**.

4 Click **Delete**.

Basic > Network

This page allows you to make the settings that are required for network printing and sending e-mail. For more information, refer to *Advanced > Protocols > TCP/IP > General on page 8-18*.

You must restart this machine after you have completed these settings in order to properly register the content of those settings in the machine. Refer to *Basic > Reset on page 8-9*.

Item	Description
Host Name	Specifies a name for the printing system network component. This name is also used as the NetBEUI Printer Name and the SNMP sysName object.
IP Address	Assigns the Internet Protocol address on the printing system network component. Format of the IP Address is four-byte (32-bit) numbers separated by dots, e.g. *192.168.110.171.*
Subnet Mask	Specifies the subnet mask configured on the printing system network component. If the printing system does not automatically assign a usable default value and the first number in the IP address above is from 192 to 254, then use 255.255.255.0 as the subnet mask.
Default Gateway	The IP address of the gateway router for the local network.
DHCP/BOOTP	Identifies how the machine obtains its IP configuration: DHCP/BOOTP: automatic configuration via a BOOTP server or a DHCP server.

Basic > Time

The current time can be set from the machine's operation panel and, if a time server is used to synchronize the time as well, the current time can be adjusted regularly and easily. Enter the IP address of the time server and click the **Synchronize** button to synchronize the time.

To set a time difference, click the drop down list for Local Time Adjustment and select your region.

Item	Description
Current Local Time	Displays the time that is currently set in the machine.
Current Universal Time (UTC/GMT)	Displays the Greenwich Mean Time that is currently set in the machine.
Time Zone	Sets a time difference. Click the drop down list and select your region.
Summer Time	Switches the Summer Time setting On and Off. Select On in order to have the Summer Time function applied when the time is synchronized automatically with a time server.
Time Server	Enter the IP address of the time server you want to synchronize the time with.
Synchronize with Time Server now	Click the **Synchronize** button to synchronize the registered time with the designated timer server.
Synchronization Status	Displays the results of the synchronization operation with the time server.

Basic > Reset

This page allows you to restart the machine in order to make all settings in the machine valid. It is also possible to select to have all settings returned to their factory default values.

Item	Description
Restart entire device	When clicking the **Restart** button, the machine restarts. Always restart the machine after you have changed any settings for the Basic > Network Page or the Advanced Page.
Reset entire device to factory default	When clicking the **Reset** button, the machine returns to the factory default settings.

Basic > Device Defaults

This page allows you to change the language that is used in the display, as well as to turn the Auto Sleep Mode On or Off.

Item	Description
Operation Panel Language	You can select the language of the messages on the display by following the procedure given below. The following languages are available for selection in the drop down list: English, Français, Deutsch, Italiano, Nederlands, Español, Português, and the downloaded languages You can optionally download messages in other languages. Contact your dealer for information.
Low Power Timer	Adjusts the low power time between 1 to 240 minutes. The default setting is 30 minutes.
Sleep Timer	Adjusts the sleep time between 1 to 240 minutes.The default setting is On. To turn the sleep timer on or off: Click **Advanced** which is in the right side of the drop down list. Switches Sleep Mode On or Off. Click the **Submit** button.

Basic > Address Book

This page allows you to add, edit or delete Contacts or Groups.

Adding a New Contact

1 Open the **Address Book Contacts** page.

2 Click **Add Contact** and enter the information for the contact.

3 Enter the information for the contact to be registered. You can specify a fax number even if the FAX System is not installed.

4 Click **Submit**.

Editing a Contact

1 Open the **Address Book Contacts** page.

2 Click the **Number** or **Name** of the contact to edit.

3 Modify the information of the contact.

4 Click **Submit**.

Deleting the Contact

1 Open the **Address Book Contacts** page.

2 Check the desired contact. If you check **Number**, all contacts displayed on the page will be checked.

3 Click **Delete Contact**.

4 Click **Delete**.

Adding a New Group

1 Open the **Address Book Groups** page.

2 Click **Add Group** and enter the information of the user to be used for the User Login.

3 Enter the number and name of the group.

4 Click **Submit**.

Editing the Group

1 Open the **Address Book Groups** page.

2 Click desired number or name to edit the group.

3 Click **Add Members** to add the contacts to the group or click **Delete Members** to delete the contacts from the group.
The maximum number that you can add the SMB or FTP address to the group is one.

4 Click **Submit**.

Deleting the Group

1 Open the **Address Book Groups** page.

2 Check the desired group. If you check the Number, all groups displayed on the page will be checked.

3 Click **Delete Group**.

4 Click **Delete**.

Printer Page

This section includes settings that apply to the printing function of the machine, such as default print resolution or copy count. If the Admin password has been set, pages in this section are available only to the Administrator.

Default printer settings will be overridden by the printer driver settings. Settings that affect the machine, such as locking the operation panel, are found under **Basic** page.

Printer > Defaults > System

The table below provides a summary of the items displayed on the Printer System page.

Item	Description
Form Feed Timeout	Adjusts the timeout between 1 and 495 seconds, after which a form feed will occur in the absence of data. The default setting is 30 seconds.
Copies	Sets the number of copies to print.
Page Orientation	Switches portrait or landscape page orientation.
KIR Mode	Switches KIR smoothing **On** or **Off**.
EcoPrint Mode	Switches EcoPrint **On** or **Off** to reduce the amount of toner used. The default setting is **Off**.
Resolution	Changes the printing resolution from **300** dpi, **600** dpi, and **Fast1200**. The default setting is **600** dpi.

Printer > Media Input

The Media Input page lets you configure paper trays by type and size. You can load different paper in the input trays and specify the type or size using COMMAND CENTER.

You can also configure the input trays at the machine's operation panel. Refer to *Selecting the Paper Source on page 1-1*.

To configure an input tray, click the Size drop down list and select the size which matches the paper you will use in the input tray. Click the Type drop down list and select the type which matches the paper. To specify the default input tray, click the appropriate radio button under Default. Click the **Submit** button to take settings in effect.

Item	Description
Default	Determines the default tray to feed paper from.
Tray	Displays the trays including those provided by option.
Size	Sets the size for the input tray. For a full list of available sizes, refer to Paper Selection.
Type	Sets the type for the input tray. For a full list of available types, refer to Paper Selection.

Scanner Page

This section includes settings that apply to the scanning function of the machine, such as default scan resolution or original placement.

In order to attach scanned data file to an e-mail and send it, the SMTP settings on the **Advanced** page must be completed.

Scanner > Defaults

The table below provides a summary of the items displayed on the Scanner Default Settings page.

Item	Description
Scan Color/Exposure	Switches the scanning resolution and exposure mode from **Full Color/Manual**, **Gray Scale/Manual**, **Monochrome/Manual**, and **Monochrome/Auto**.
Scan Resolution	Switches the scanning resolution between **200 × 200**, **300 × 300**, **400 × 400**, and **600 × 600** (dpi). The maximum resolution using full color or gray scale modes is 300 dpi. To scan in full color or gray scale with 400 dpi or 600 dpi resolution, expansion of the internal memory is required. Refer to *Expansion Memory on page 9-4*.
Optimize for:	The original quality is selected according to the type of original. Switches the original quality between **Text**, **Photo**, and **Text+Photo**.
Zoom	Switches the zoom ratio between **Auto** and **100%**. The default setting is **100%**.
Original Placement	Switches between **Top Edge to Rear** and **Top Edge to Left**.
File Name	You can change the file name for the scan data. The default file name is **doc**. You can also have the time or the job number added to the file name that you designate here. Refer to *Entering the Name of send job on page 2-10*.
Additional Information	You can add a **Job Number** or the **Data and Time** to the File Name.

Scanner > FTP

The table below provides a summary of the items displayed on the Scanner FTP page.

Item	Description
FTP	Switches FTP on or off.
FTP Port Number	You can enter the port number to be used by FTP.

Scanner > SMB

The table below provides a summary of the items displayed on the Scanner SMB page.

Item	Description
SMB Protocol	Switches the SMB Protocol on or off.
SMB Port Number	You can enter the port number to be used by SMB.

Scanner > E-mail

The table below provides a summary of the items displayed on the Scanner Default Settings page.

Item	Description
Subject	You can enter the information that you want to appear in the subject field of the e-mail. the subject can include the printer model, serial number, MAC address and equipment ID by entering any of the following conversion strings: - %printer = Model - %serial = Serial Number - %etheraddr = MAC Address - %equipid = Equipment ID
Body	You can enter the information that you want to appear in the body of the e-mail.

FAX Page

This section includes settings, such as FAX transmission and reception settings, that apply to the FAX function of the device.

FAX > Defaults

The table below provides a summary of the items displayed on the FAX Default Settings page.

Item	Description
Local FAX Name	Specifies your FAX system name.
Local FAX Number	Specifies your FAX system number.
Local FAX ID	Specifies your FAX system ID.
FAX Line	Sets the type of phone line to correspond to the type of telephone service that you are using. Be sure that the type of phone line you select is correct because, if the setting is incorrect, dialing will be impossible. The choices are Tone (DPMF) or Pulse (10pps).
FAX Media Type	Sets the media type for printing the received documents. Refer to Paper Specifications.
Speaker Volume	Sets the volume of the internal speaker that allows you to listen to conditions on the telephone line when the On-Hook key was pressed. The choices are Off and levels 1, 2 or 3.
Monitor Volume	Sets the volume of the internal speaker that allows you to listen to conditions on the telephone line when the On-Hook key was not pressed. The choices are Off and levels 1, 2 or 3.

FAX > Transmit

The table below provides a summary of the items displayed on the FAX transmission page.

Item	Description
TTI	Selects On or Off whether to send the TTI (Transmit Terminal Identifier) information to other party.
TTI Position	Selects the TTI position to be printed on the transmitted documents.

FAX > Receive > General

The table below provides a summary of the items displayed on the FAX reception general page.

Item	Description
FAX Receive	Selects the FAX reception mode. The selectable option is different depending on the destination. The choices are Auto (Normal, FAX/TEL, TAD or DRD) or Manual.
DRD Pattern	Selects the DRD pattern. This menu is available only for certain destination.
Receive Date/Time	Selects On or Off whether to print the reception information such as the received date, the received time, the transmitting party's information and the number of transmitted pages on the top of the received documents.
2in1 Receive	Enables or disables 2in1 reception.
Receive Bulk Print	Enables or disables FAX bulk reception. When enabled, the FAX system prints the received documents after its reception completes. It will be possible to make copies during that reception.
Remove Switching Dial Number	Specifies the remote switching dial number. Remote switching allows you to initiate fax reception from a telephone connected to the FAX system.
Encryption Key No.	Selects the encryption key number to use in the encrypted communication.
Number of Rings (Normal)	Specifies the number of rings for Auto FAX reception (Normal).
Number of Rings (TAD)	Specifies the number of rings for Auto FAX reception (TAD).
Number of Rings (FAX/TEL)	Specifies the number of rings for Auto FAX reception (FAX/TEL).

FAX > Receive > General

FAX > Receive > Forward

The table below provides a summary of the items displayed on the FAX reception forward page.

Item	Description
Forward	Enables or disables the fax forwarding.
File Format	Selects the file format, TIFF or PDF, of the forwarding documents.
Forward Time	Selects the forwarding time between Time Specification and All Day.
Start Time	Specifies the start time for fax forwarding when you select Time Specification in Forward Time above.
End Time	Specifies the end time for fax forwarding when you select Time Specification in Forward Time above.
Print	Selects On or Off whether to print the documents when the fax forwarding is enabled.
Forward Destination	Selects the destination for fax forwarding between E-mail, SMB, FTP, and FAX.
Forward Destination Settings	Specifies the detailed settings of the destination for fax forwarding. The setting items vary depending on the destination.

FAX > FAX Restrictions > General

The table below provides a summary of the items displayed on the FAX restrictions general page.

Item	Description
Transmit Restriction	Selects the transmitting restriction between Off and Use Permit List.
Receive Restriction	Selects the receiving restriction between Off, Use Permit List and Use Reject List.

FAX > FAX Restrictions > Permit List

The table below provides a summary of the items displayed on the FAX restrictions general page.

Item	Description
Permit FAX Number	Specifies the fax number for fax restrictions.
Permit FAX ID	Specifies the fax ID for fax restrictions.

FAX > Encryption Key

Specifies the encryption key in hexadecimal. The length of the encryption key is 16 digits.

Jobs Page

This section includes information on all device jobs including job status, scheduled job and job log.

The table below provides a summary of the pages in Jobs page. When clicking the job on each page, the detailed information of the job is displayed.

Page	Description
Status > Print Job Status	Shows the job status for each operation.
Status > Send Job Status	
Status > Store Job Status	
Schedule	Shows the scheduled job such as fax delayed transmission.
Log > Print Job Log	Shows the job jog for each operation.
Log > Send Job Log	
Log > Store Job Log	

Advanced Page

This section includes advanced settings that apply to the machine and is comprised primarily of advanced network settings. Pages in this section are available only to the Administrator (if the Admin password has been set).

NOTE: Always restart this machine after you have completed these settings in order to properly register the content of those settings in the machine. Refer to *Basic > Reset on page 8-9*.

Advanced > Protocols > TCP/IP > General

The table below provides a summary of the items displayed on the Printer System page.

Item	Description
Host Name	Specifies a name for the printing system network component. This name is also used as the NetBEUI Printer Name and the SNMP sysName object.
IP Address	Assigns the Internet Protocol address on the printing system network component. Format of the IP Address is four-byte (32-bit) numbers separated by dots, e.g. *192.168.110.171.*
Subnet Mask	Specifies the subnet mask configured on the printing system network component. If the printing system does not automatically assign a usable default value and the first number in the IP address above is from 192 to 254, then use 255.255.255.0 as the subnet mask.
Default Gateway	The IP address of the gateway router for the local network.
DHCP/BOOTP,	Identifies how the machine obtains its IP configuration: DHCP/BOOTP: automatic configuration via a BOOTP server or a DHCP server.
RARP	Automatic configuration using the Reverse Address Resolution Protocol.
ARP/PING	Automatic configuration using the Address Resolution Protocol and PING to identify whether an IP Address is live.
DNS Server (Primary, Secondary)	The IP address of the primary and secondary Domain Name System (DNS) servers.
Domain Name	The Domain Name System (DNS) name of the domain which the printing system belongs, such as *kyoceramita.com.* It should not include the host printer name.
WINS Server (Primary, Secondary)	The IP address of the primary and secondary Windows Internet Name Service (WINS) servers.
Scope ID	This section determines the scope of IP addresses that a Windows server can grant or lease to any requesting network component. A DHCP server processes the printing system's discovery broadcasts and returns an IP address to it. The DHCP server may be set up to grant an IP address for a limited time (a temporary lease) or for an unlimited time (an unlimited lease), or it may be configured with a permanent address reservation for the printing system.
FTP Status Check	Enables or disables the FTP Status Check.

Advanced > Protocols > TCP/IP > IP Filters

IP filters specify a host or network of hosts that are allowed to access the printing system. An entry should be a network number or host IP address. Up to 10 access list entries are allowed.

When there are no entries, access is allowed to all hosts.

To allow all hosts on network 192, enter 192.0.0.0 and 255.0.0.0.

To allow one host 192.168.1.2, enter 192.168.1.2. The default mask 255.255.255.255 is assumed and subnet mask can be left blank.

Advanced > Protocols > TCP/IP > Logical Printers

Logical Printers allows you to use this machine as four virtual printers.

Each logical printer can be used with either FTP, LPR, or IPP protocols. All printout to a non-existent port will be accomplished to Logical Printer1.

Item	Description
TCP/IP Port Number	Specifies the IP address for the logical printer as well as the TCP raw port number (9100, etc.). Conversion is applied to data that is input to the specified raw port in accordance with the designated logical printer. This port is invalid if it is given a port number that is the same as that of an already specified port (e.g. FTP or LPD).
Bi-directional Printing	Enables or disables bi-directional printing using the TCP/IP raw port. If you turn this setting Off, all data received from the printer will be ignored. In order to have the data that is received from the printer returned to the client when printing with PostScript, PJL and other such commands, it is necessary to enable bi-directional printing.
Start of Job Strings	Specifies the character string sent to the printer before output directly to the output port (lp port). Specifies the character string if it is necessary to transmit the control code before printing.
End of Job Strings	Specifies the character string sent to the printer after directly outputting to the output port (lp port). Specify a character string, if it is necessary, to send a control code after printing.

Advanced > Protocols > Netware

This printing system supports both NDS and bindery printing in either print server mode or remote printer mode.

NetWare setup requires installation of the following client software and logon with Administrator Privileges. If you are unsure, please contact your network administrator.

With Novell Client, creation of the NetWare print objects with the AdminManager NetWare Setup Wizard requires the NetWare Client from Novell. For NetWare printing, you may use the NetWare Client from either Novell or Microsoft.

For Admin Privileges, network operations (creating queues etc.) require 'admin' or 'supervisor' privileges (or equivalent). Certain portions of AdminManager may be inoperable if you attempt those operations without sufficient privileges.

Item	Description
NetWare Protocol	Enables or disables the Network Protocol.
Bindery Mode	Enables or disables Bindery Mode.
Frame Type	Sets the Frame type. You can choose from Auto, 802.3, Ethernet-II, SNAP or 802.2.
File Server (Primary)	Enter the name of the primary File Server to use.
NDS Tree	Enter the name of the NDS Tree.
NDS Context	Enter the NDS Context.
Print Server Mode	Enables or disables Print Server Mode.
Print Server Name	Enter the Print Server Name.
Queue Polling Interval	Enter the Queue Polling Interval in seconds.
Password (optional)	Enter the Password, if required. Login to NetWare will be successful only if the password set here matches the Print Server password set within the NetWare utilities.
Remote Printer Mode	Enables or disables Remote Printer Mode.
Remote Printer Name	Enter the name of the remote printer.
Job Timeout	Enter the timeout in seconds.

Advanced > Protocols > IPP

Using IPP (Internet Printing Protocol), you can output to the printer over the Internet or an intranet.

Item	Description
IPP	Enables or disable IPP (Internet Printing Protocol).
IPP Port Number	Sets the IPP Port Number. Be sure to set the default port number to either 80 or 631.

Advanced > Protocols > AppleTalk

The printing system network component supports Mac OS of various versions (refer to *System Requirements on page 8-1.*) and is compatible with LaserWriter driver version 8.x.

To set up the Ethernet interface to communicate via AppleTalk, enables AppleTalk protocol operation on the printing system.

Item	Description
AppleTalk	Enables or disables AppleTalk protocol.
Printer Name	Specifies the name of the printing system in the AppleTalk network.
Zone Name	Specifies the name of the AppleTalk zone (network). An asterisk (*) means the default zone.

Advanced > Protocols > NetBEUI

Peer-to-peer printing is available using NetBEUI protocol. With this method, the printing system is conveniently located in Windows Network Neighborhood.

Item	Description
NetBEUI Protocol	Enables or disables NetBEUI protocol.
Browse Master	With this option set to On, the printing system becomes the browse master and creates a workgroup in Windows Network Neighborhood. With this option set to Off, the printing system can only join an existing workgroup. Note that with Browse Master disabled, the printing system will only appear on the network if at least one machine in its workgroup is turned on and can perform the browse master function.
Printer Name	Printer Name correlates with Host Name in the TCP/IP General tab (Advanced > Protocols > TCP/IP > General). If you want to change the NetBEUI printer name, change the TCP/IP Host Name.
Workgroup	Workgroup represents the workgroup which will appear in Entire Network in Windows Network Neighborhood.
Comment	You can enter comments here. (This can also be left blank.)

Advanced > E-mail > SMTP > General

The printing system network component offers e-mail function. SMTP (Simple Mail Transfer Protocol) is an embedded protocol to support this function. To use the e-mail function, the printing system needs connection to an e-mail server using the POP3 protocol.

Item	Description
SMTP Protocol	Enables or disables SMTP protocol. To use e-mail, this protocol must be enabled.
SMTP Port Number	Set the SMTP Port Number or use the SMTP default port 25.
SMTP Server Name	Enter the SMTP server name or its IP address. The maximum length of the SMTP server name and IP address is 62 characters. If entering the name, rather than the IP address, a DNS server address must also be configured. The DNS server address may be entered on the TCP/IP General tab (Advanced > Protocols > TCP/IP > General).
SMTP Server Timeout	Enter the time.
Authentication Protocol	Enables or disables the SMTP authentication protocol or sets POP before SMTP as the protocol. The SMTP authentication supports Microsoft Exchange 2000.
Authenticate as	Authentication can be set from three POP3 accounts or you can choose a different account.
Login Account Name	When Other is selected for Authenticate, the account name set here will be used for SMTP authentication. The maximum length of the login account name is 62 characters.
Login Password	When Other is selected for Authenticate, the password set here will be used for authentication. The maximum length of the login password is 62 characters.
POP before SMTP Timeout	Enter the time if you chose POP before SMTP as the Authentication Protocol.
Test	This will test one transmission for each press.
E-mail Size Limit	Enter the maximum size of e-mail that can be sent in Kilobytes. When the value is 0, the limitation for E-mail size is disabled.
Sender Address	Enter the e-mail address of the person responsible for the printing system, such as the printer administrator, so that a reply or non-delivery report will go to a person rather than to the machine. The sender address must be entered correctly for SMTP authentication. The maximum length of the sender address is 126 characters.
Signature	Enter the signature. The signature is free form text that will appear at the end of the e-mail body. It is often used for further identification of the machine. The maximum length of the signature is 126 characters.
Domain Restrictions	Enter the domain names that can be permitted or rejected. The maximum length of the domain name is 30 characters. You can also specify the e-mail addresses.

Advanced > E-mail > SMTP > Recipient[#]

You can use this to enter details for each of three SMTP recipients.

Item	Description
Recipient # Address	Enter the e-mail address for this recipient.
Subject	You can enter the information that you want to appear in the subject field of the e-mail. the subject can include the printer model, serial number, MAC address, host name and IP address by entering any of the following conversion strings: - %printer = Model - %serial = Serial Number - %etheraddr = MAC Address - %host = Host Name - %ip = IP Address
Event Reports Items	Choose the events you want to be reported. These events are: - Add Paper - Low Toner - Add Toner - Cover Open - Paper Jam - All Other Errors
Event Report Interval	Enter the interval between sending reports when at least one of the events occur.
Event Reports Items	Check the report items that you want to be scheduled.
Event Report Interval	Choose the frequency and timing of the scheduled reports.
Send	Sends a report once when pressed.

Advanced > E-mail > POP3 > General

To use the e-mail function, the printing system needs connection to an e-mail server using the POP3 protocol.

Item	Description
POP3 Protocol	Enables or disables POP3 protocol. To use e-mail, this protocol must be enabled.
Check Interval	Enter the time.
Run once now	Runs the protocol to receive once for each press.
Domain Restrictions	Enter the domain names that can be permitted or rejected. You can also specify the e-mail addresses.

Advanced > E-mail > POP3 > User[#]

You can use this to enter details for each of three users.

Item	Description
User #	Enables or disables this user number.
E-mail address	Enter the e-mail address.
POP3 Server Name	Enter the server name.
POP3 Port Number	Enter the server port number or use the POP3 default port 110.
POP3 Server Timeout	Enter the time
Login User Name	Enter the name.
Login Password	Enter the password.
Use APOP	Enables or disables APOP.
Test	The will test one transmission for each press.
Delete e-mail after retrieval	Enables or disables the Delete e-mail after retrieval function.
E-mail size limit	Enter maximum e-mail size in Kilobytes. When the value is 0, the limitation for E-mail size is disabled.
Cover Page	Enables or disables the sending of a cover page.

Advanced > Management > SNMP

The SNMP protocol is used for providing and transferring management information within the network environment. Should an error occur such as *Add Paper*, the printing system can automatically generate a *trap*, an error message sent to up to two pre-determined trap recipients.

Item	Description
Read Community	The read community can be used like a password. The default read community name is *public*. When a management application sends an SNMP request to read a value, it must include the correct read community name or the request will be rejected by the printing system.
Write Community	Similar in function to the read community, but used in SNMP requests to write (change) a value.
sysContact	The MIB-II sysContact object, usually the e-mail address of the network administrator.
sysName	The MIB-II sysName object, usually the host or domain name of the printing system.
sysLocation	The MIB-II sysLocation object, usually the location information of the printing system.
HP Web Jetadmin Compatibility	Turns HP Web Jetadmin Compatibility on or off.
Authentication Traps	Check On to enable or Off to disable the MIB-II EnableAuthenTrap object. If enabled, an SNMP trap is generated when an attempt to read or write is made using an incorrect community name. The trap is sent to the configured trap address.
Trap Community	The SNMP trap community name to be used when the printing system generates a trap.
Trap IP Address	The IP address which will receive the trap.
Selected Errors	Select the events which will cause a trap to be generated including Add Paper, Low Toner, Add Toner, Cover Open, Paper Jam, and All Other Errors.

Advanced > Management > LDAP

The FAX System can refer to the address book which is on the LDAP server as an external address book and assign a fax number and e-mail address to the destination.

Item	Description
LDAP	Enables or disables access to the LDAP server.
LDAP Server Name	Specifies a name or IP address for the LDAP server.
LDAP Port Number	Specifies a port number for LDAP or use the LADP default port 389.
Search Timeout	Specifies a period of time for searching the LDAP server.
Login User Name	Specifies the user name to login to the LDAP server.
Login Password	Specifies the password to login to the LDAP server.

Item	Description
Max Search Results	Specifies a maximum number of displayed results which have been searched on the LDAP address book.
Search Base	Specifies a base object which indicates the starting point in the tree structure of the database for the LDAP directory searching.

Advanced > Management > Maintenance

This feature defines the recipient of maintenance information reports.

Item	Description
Equipment ID	This is the name by which the machine will be identified.
Recipient Address	The e-mail address of the recipient. If there is more than one recipient then the addresses should be separated by a semi-colon ";".
Subject	This is the network location and should comprise the following Subject Conversion Strings: - %printer = Model - %serial = Serial Number - %etheraddr = MAC Address - %equipid = Equipment ID
E-mail Interval	Set the time when the report will be sent. You can test this by pressing the "Run once now:" Send button.

Troubleshooting

Consult the table below to find basic solutions for problems you may encounter with COMMAND CENTER.

Symptom	Check Items	Corrective Action	Reference
I can't access COMMAND CENTER.	Is the power turned on to this machine?	Turn the power on to this machine, wait until it is a ready state, and try to access COMMAND CENTER.	*Operation Guide*
	Is the network cable properly connected?	Connect the network cable properly.	*Operation Guide*
	Are the network settings that are made in this machine correct?	Perform the network settings from the operation panel. Contact your network administrator for the appropriate settings.	*page 3-2*
	Is the IP address for this machine entered correctly?	Enter the correct IP address. Check the IP address with your network administrator.	*page 3-4*
	Are the LAN settings that are made in your browser application correct?	Check the settings made in your browser application. Refer to the Help function in your browser.	-
	Has the administrator set up an IP Filter function?	Access COMMAND CENTER from an approved IP address.	*page 8-19*
	The SNMP Read Community settings function as passwords to control read and write access to the machine via SNMP.	Access COMMAND CENTER from an approved Read Community.	*page 8-22*
	Does the version of your browser application support operation using COMMAND CENTER?	Use a browser application that supports COMMAND CENTER.	*page 8-1*
Characters do not display properly in COMMAND CENTER.	Does the version of your browser application support operation using COMMAND CENTER?	Use a browser application that supports COMMAND CENTER.	*page 8-1*
I can't access the other pages.	Has the administrator set a password?	Enter the password.	*page 8-6*
I can't perform settings.	Is the printer or scanner currently in operation?	Wait until the operation has been completed.	-

Symptom	Check Items	Corrective Action	Reference
The settings I made are not registered.	Did you click the **Submit** button after making the settings?	Click the **Submit** button and move to another page or close COMMAND CENTER window.	*page 8-7*
	Did you click the **Restart** button after making the settings?	Restart this machine. All settings will be registered.	*page 8-9*
The administrator has forgotten the Admin password.	-	Contact your dealer or service center.	-
Error or Warning is displayed under the STATUS indicator.	Is there an error message shown in the display?	Follow the appropriate procedure on the troubleshooting page of *Operation Guide*.	*Operation Guide*

9 Optional Equipment

Available Options

The following options are available for use with your machine.

Document Processor

Expansion Memory

FAX System

Paper Feeder
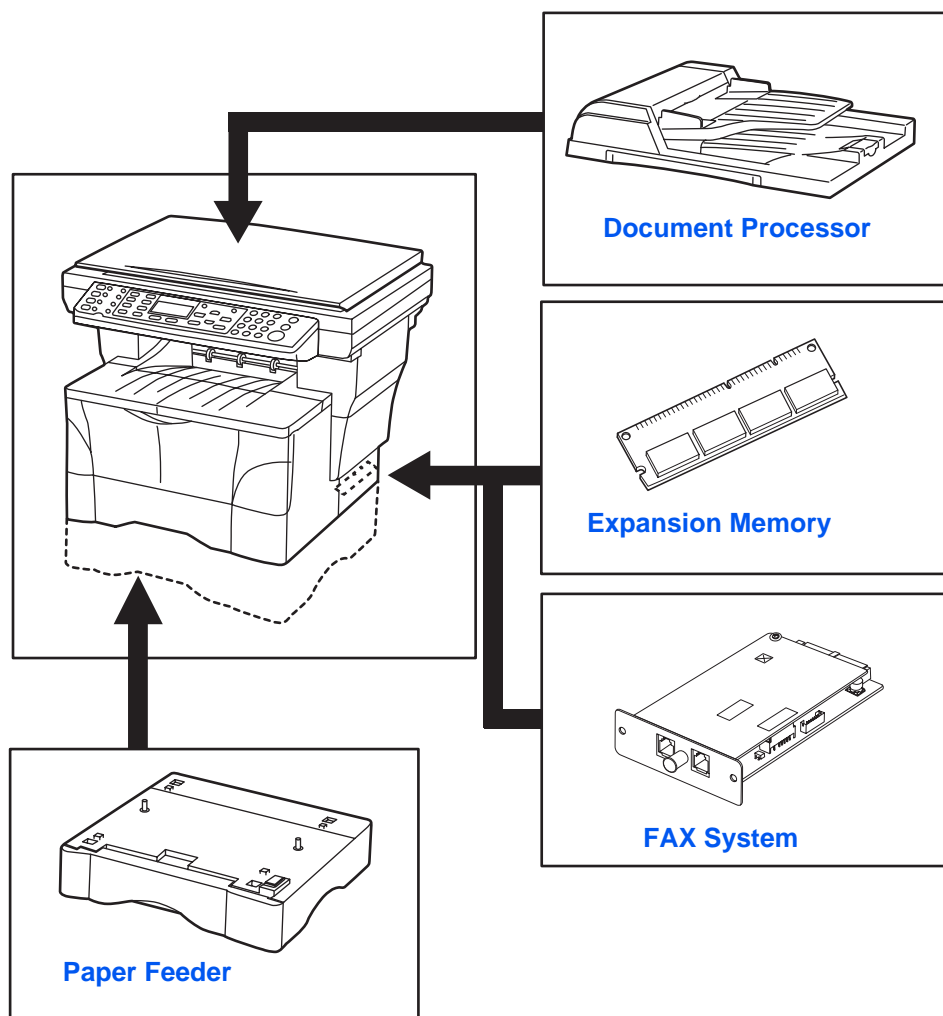
Document Processor

The document processor automatically feeds and scans multiple sheet originals one by one.
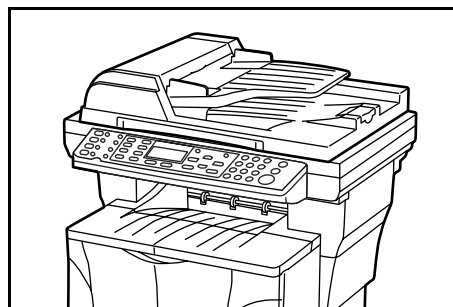
IMPORTANT: Be sure that the document processor is closed whenever transporting the machine.

Acceptable Originals

- Use sheet originals only
- Paper weight: 50 to 120 g/m²
- Paper sizes: 8 1/2 × 14 inches Legal and Folio (Maximum), 5 1/2 × 8 1/2 inches Statement and A5R (Minimum)
- Maximum number which can be set at one time: 50 sheets (50 to 80 g/m²)

Originals to Avoid

Be sure not to use the following originals in the document processor.

- Originals with punched holes or perforations.
- Transparencies.
- Soft originals such as carbon or vinyl paper, or other originals that are curled, wrinkled or creased.
- Irregularly shaped originals, wet originals, or originals that have adhesive tape or glue on them.
- Originals with clips or staples. Remove the clips or staples, and straighten any curls, wrinkles or creases, before placing them in the document processor. Failure to do so may result in the originals being jammed.
- Originals with cut-out sections or that have a slippery surface on either side.
- Originals on which any correction fluid is still wet.
- Folded originals - smooth out the folds before setting them in the document processor. Failure to do so may result in the originals being jammed.

Machine Parts

1   **Left Cover —** Open this cover if an original jam occurs.

2   **Original Insert Guides —** Align these guides to fit the width of the originals to be copied.

3   **Original Table —** Set originals to be copied on this table.

4   **Original Eject Table —** Originals that have been copied are ejected and stored here.

5   **Ejection Extension —** Open this extension when using larger sized originals such as 8 1/2 × 13 inches Oficio II, 8 1/2 × 14 inches Legal and Folio.
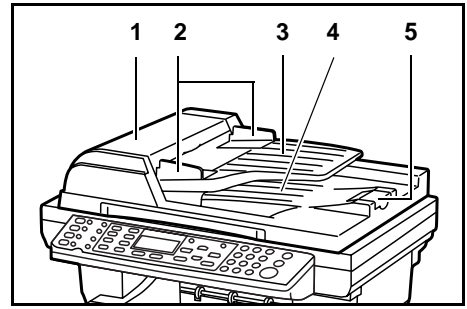
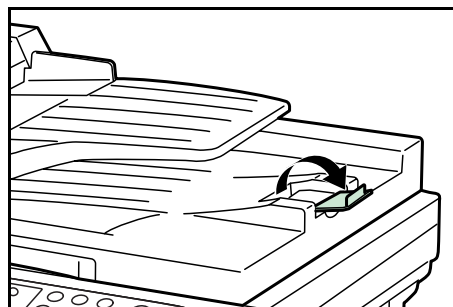## Placing Originals in the Document Processor

1   Check that there are no other originals remaining in the document processor.

2   Be sure to fan through the originals a few times to separate the sheets before placing them in the document processor.

3   Adjust the original insert guides to fit the width of original to be copied.
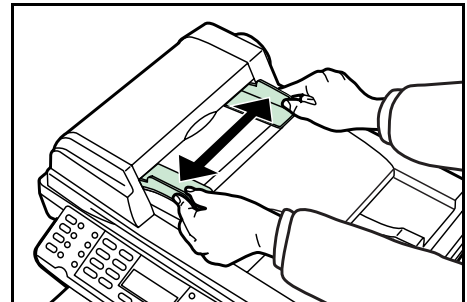
4   Arrange the originals in order and place them face up on the original table up to the level indicator on inside of the rear insert guide. Slide the leading edge of the originals securely into the document processor as far as they will go.
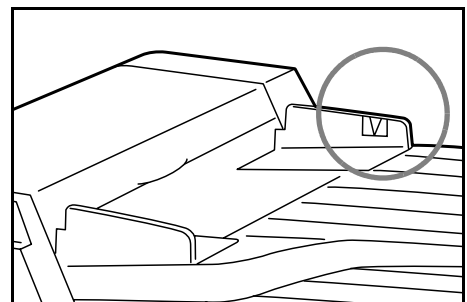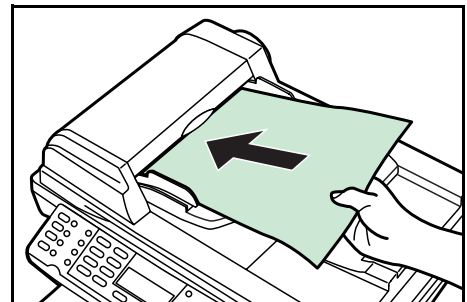
5 Open the ejection extension when using larger sized originals such as 8 1/2 × 13 inches Oficio II, 8 1/2 × 14 inches Legal, and Folio.

Placing a thick original on the Platen

When copying from an original which cannot be placed in the document processor (books, magazines, etc.), open the document processor and place the original directly on the platen.
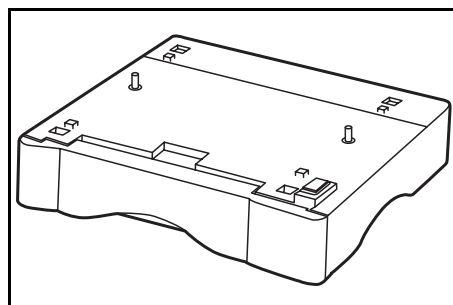
Close the document processor after use.
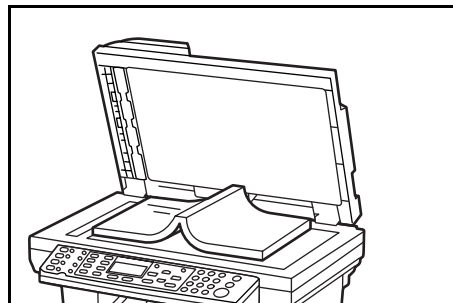
Paper Feeder

An extra cassette can be installed below the cassette delivered with the machine. The paper size, media type, and paper capacity that can be loaded in the paper feeder is the same as that of the included cassette.

The optional paper feeder should be detached before attempting to pick up or transport the machine.

Expansion Memory

Expansion memory will increase the number of originals that can be scanned at one time. An additional 64 MB, 128 MB, or 256 MB is effective when copying from originals with photos, as these use a lot of memory.
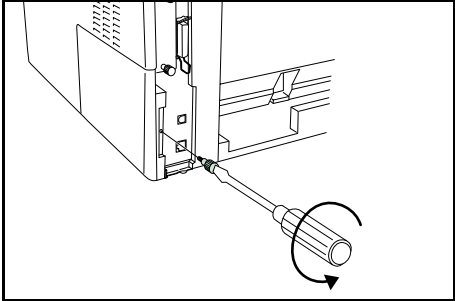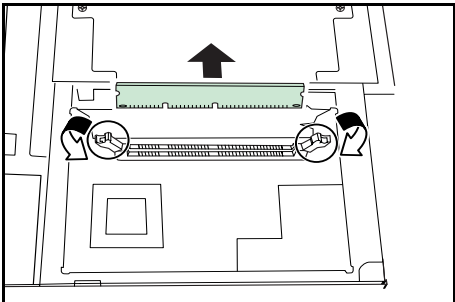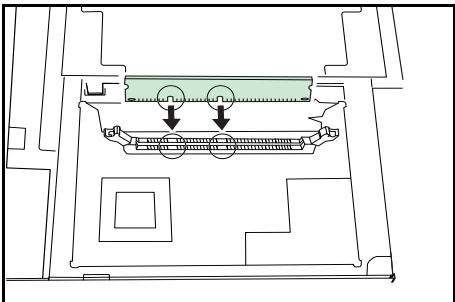
To expand memory up to 320 MB, remove the 32 MB DIMM that is installed at the factory and install a 256 MB DIMM.
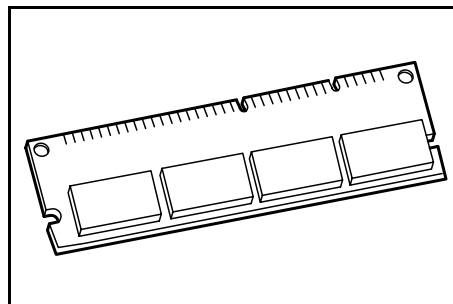
NOTE: We recommend that expansion memory is installed by your dealer. We shall not be liable for any damages caused by improper installation of expansion memory.

Installing DIMM

Contact your dealer for information on purchasing DIMM that is best suited for use with this machine. Insert DIMM into the socket as follows:

1 Turn off the machine, disconnect the power cord and disconnect the machine cable.

2 Remove the right cover anchor pin from the rear of the machine and remove the side cover.

3 Remove DIMM, carefully pull end stoppers outwards, then pull DIMM out of the socket.

4 Insert DIMM into the DIMM socket so that the notches on DIMM align with the corresponding protrusions in the socket.

5 When you have completed installing DIMM, replace the side cover and fasten it with the right cover anchor pin.

FAX System

Installing the FAX System on the machine enables the facsimile function. For details, refer to the *Operation Guide* for the FAX System.
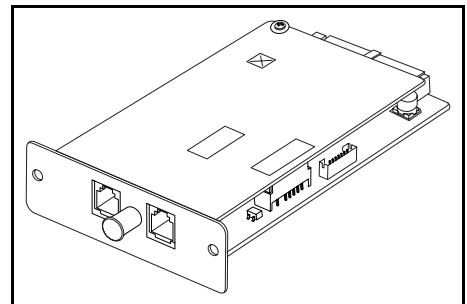
Appendix

Paper Selection

General Guidelines

The machine is designed to print on standard copier paper (the kind 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, misfeeding, 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/m² (16 to 28 lb/ream) MP tray: 60 to 163 g/m² (16 to 43 lb/ream)
Thickness	0.086 to 0.110 mm (3.4 to 4.3 mils)

Item	Specification
Dimensional accuracy	±0.7 mm (±0.0276 inches)
Squareness of corners	90° ±0.2°
Moisture content	4% to 6%
Direction of grain	Long grain
Pulp content	80% or more

Selecting the Right Paper

Laser printing is a process involving laser light, electrostatic discharge, toner, and heat. In addition, as the paper passes through the machine it undergoes considerable sliding, bending, and twisting motions. A high-quality printing paper matching the machine's requirements withstands all these stresses, enabling the machine to turn out clean, crisp printed copies consistently.

Remember that all paper is not the same. Some of the factors to consider when selecting paper for the machine are as follows:

Condition of the Paper

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, misfeeding, and paper jams, and can shorten the life of the machine. In particular, avoid using paper with a surface coating or other surface treatment. The 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 Size

Cassettes and an MP 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° ±0.2°.

Paper Feed Source	Paper Size	Dimensions
Cassette or MP Tray	Letter	8 1/2 × 11 inches
	Legal	8 1/2 × 14 inches
	ISO A4	210 × 297 mm
	ISO A5	148 × 210 mm
	JIS B5	182 × 257 mm
	Folio	210 × 330 mm
	Oficio II	8 1/2 × 13 inches
	Executive	7 1/4 × 10 1/2 inches
	ISO B5	176 × 250 mm
	16K	197 × 273 mm
MP Tray only	Statement	5 1/2 × 8 1/2 inches
	ISO A6	105 × 148 mm
	JIS B6	128 × 182 mm
	Envelope #10	4 1/8 × 9 1/2 inches
	Envelope #9	3 7/8 × 8 7/8 inches
	Envelope Monarch	3 7/8 × 7 1/2 inches
	Envelope #6	3 5/8 × 6 1/2 inches
	Envelope DL	110 × 220 mm
	Envelope C5	162 × 229 mm
	Hagaki	100 × 148 mm
	OufukuHagaki	148 × 200 mm
	Youkei 2	114 × 162 mm
	Youkei 4	105 × 235 mm
	Custom	80 to 216 mm × 148 to 356 mm (3.15 to 8.50 inches × 5.83 to 14.02 inches)

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, however, can cause multiple feeding and fogging problems. (Fogging is a gray background effect.)

Basis Weight

Basis weight is the weight of a standard quantity of paper. In the traditional system the standard quantity is a ream consisting of 500 sheets measuring 17 × 22 inches each. In the metric system the standard quantity is 1 square meter.

Paper that is too light or too heavy can cause misfeeding, jams, and premature wear of the machine. Uneven paper weight can cause multiple feeds, print defects, poor toner fusing, blurring, and other print quality problems. The proper weight is 60 to 105 g/m² for the paper cassette, and 60 to 163 g/m² for the MP tray.

Thickness (Caliper)

Thick paper is referred to as high-caliper paper and thin paper as low-caliper paper. 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 proper 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 misfeeding and alignment anomalies. The moisture content of the paper should be 4 to 6%.

To ensure the proper 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. Rewrap 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: Refers to the density of the paper structure; that is, to how openly or compactly the fibers are bonded.

Stiffness: Limp paper can buckle inside the machine, while paper that is too stiff may bind. Either way the result is a paper jam.

Curl: Most paper has a natural tendency to curl in one direction. The paper should be loaded so that the natural curl is downward, to counteract the upward curl imparted by the machine. Printed sheets will then come out flat. Most paper also has a top and bottom surface. Loading instructions are usually given on the paper package.

NOTE: If the paper is considerably curled in one direction, e.g. when the paper was used to print on one side, try to roll the paper in the opposite direction to counteract the curl. Printed sheets will then come out flat.

Electrostatic properties: 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 properly packaged.

Special Paper

The following types of special paper can be used:

• Transparency (overhead projection film)
• Adhesive-backed label paper
• Envelopes
• Colored paper
• Preprinted paper
• Recycled paper

Use paper that is sold specifically for use with copiers (heat-fusing type). Transparency, label paper, and envelopes should not be placed in the paper cassette; they must be fed from the MP tray and delivered in the face up stack.

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.

Specifications for each type of special paper follow.

Transparency (overhead projection film)

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 trouble, transparency must be delivered face-up.

If transparency jams frequently, pull the top of the sheet very gently as it leaves the machine.

Adhesive-Backed Labels

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 must be manually fed.

Label paper has a structure comprising of three layers, as shown in the figure below. 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 use. Due to the complexity of its composition, adhesive-backed label paper is particularly likely to give trouble in printing.

Top sheet (white bond paper)
Adhesive
Carrier sheet
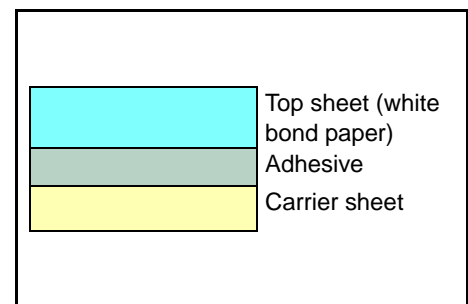
Adhesive label paper must be entirely covered by its top sheet, with no spaces between the individual labels. Labels with spaces in between are apt to peel off, causing serious paper jam problems.

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 completed.


Acceptable — Top sheet — Unacceptable

Carrier sheet
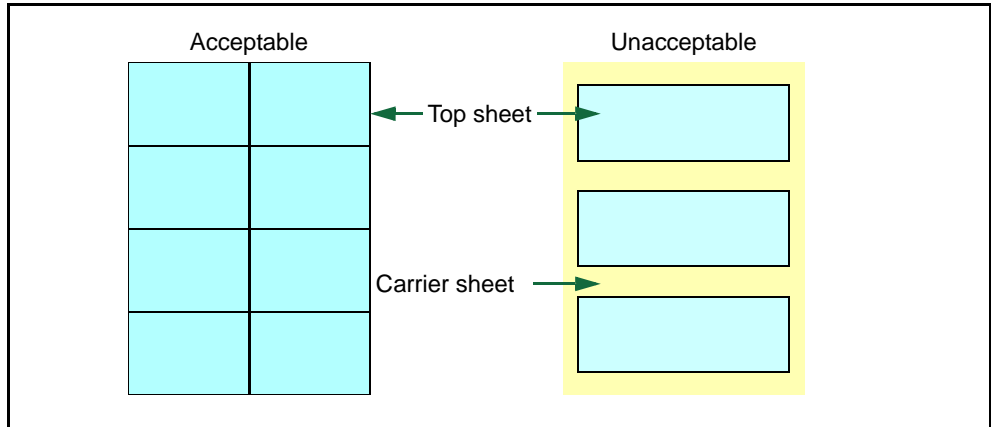
The table below lists the specifications for adhesive label paper.

Item	Specification
Weight of top sheet	44 to 74 g/m² (12 to 20 lb/ream)
Composite weight	104 to 151 g/m² (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. Check that 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.

Rough Edge

Rough Edge
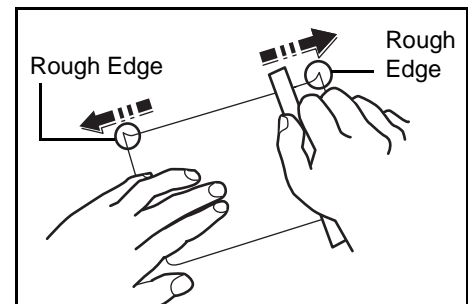
Envelopes

The machine can print on envelopes using paper with a basis weight of 60 to 79 g/m² (16 to 21 lb/ream). Envelopes must be manually fed.

An envelope is a more complex object than a single sheet of paper. For this reason, it may not be possible to obtain consistent printing quality over the entire envelope surface.

Many envelopes have a diagonal grain orientation. (Refer to *Paper Grain on page Appendix-4.*) This orientation is more likely to wrinkle and crease on its way through the machine. Before purchasing envelopes for use with the machine, test a sample to verify the envelope's suitability.

Do not use envelopes that have an encapsulated liquid adhesive.

Avoid long printing runs consisting of envelopes only. Extensive envelope printing can cause premature printer wear.

To avoid jamming due to curled envelopes, do not leave more than approximately 10 printed envelopes stacked in the paper trays during multiple envelope printing.

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 in the same way as described in *Postcards on page Appendix-7*. Feeding rough edged paper may cause paper jams.

NOTE: *If the paper jams even after you smooth it out in such a way, set the paper in the MP tray with the leading edge raised up a few millimeters as shown in the illustration.*
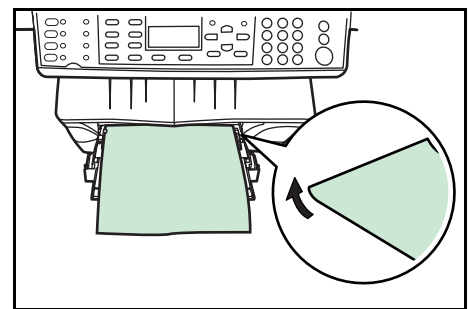
Colored Paper

Colored paper should satisfy the same conditions as white bond paper, listed in *Paper Specifications on page Appendix-1*. 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 have a bond paper base. 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 media type commonly used for calendars.

Recycled Paper

Select recycled paper that meets the same specifications as the white bond paper (refer to *Paper Specifications on page Appendix-1*.) except whiteness.

NOTE: Before purchasing recycled paper, test a sample on the machine and check that the printing quality is satisfactory.

Media Type

The machine is capable of printing under the optimum setting for the type of media being used.

Setting the media type for the paper source by using COMMAND CENTER will cause the printer to automatically select the paper source and print in the mode best suited to that media type.

A different media type setting can be made for each paper source including the MP tray. Not only can preset media types be selected, but it is also possible for you to define and select customized media types. Refer to *Registering Custom Media Type on page 5-19.*

Not all media types are available to feed from the paper cassette. Certain types of paper should be fed using the MP tray. See the table below: (Yes: Can be stored; No: Cannot be stored)

Media Type	MP Tray	Paper Cassette	Specification
Plain	Yes	Yes	Normal 2
Transparency	Yes	No	Extra heavy
Preprinted	Yes	Yes	Normal 2
Labels	Yes	No	Normal 3
Bond	Yes	Yes	Normal 3
Recycled	Yes	Yes	Normal 3
Vellum	Yes	No	Light
Rough	Yes	Yes	Heavy 1
Letterhead	Yes	Yes	Heavy 1
Color	Yes	Yes	Normal 3
Prepunched	Yes	Yes	Heavy 1
Envelope	Yes	No	Heavy 3
Cardstock	Yes	No	Heavy 2
Thick	Yes	No	Heavy 2
Custom 1 (to 8)[†]	Yes	Yes	Normal 2

† This is a media type defined and registered by the user. Up to eight types of user settings may be defined. For details, Refer to *Registering Custom Media Type on page 5-19.*

Function Combination Tables

Copy Function Combination Table

The column numbers 1–25 correspond to the following functions (same as the row labels):

1. Originals on the platen
2. Originals in the document processor
3. Image quality (Text)
4. Image quality (Photo)
5. Image quality (Text + Photo)
6. Exposure (Manual adjustment)
7. Exposure (Auto adjustment)
8. Original placement
9. Original size (standard size)
10. Original size (custom size)
11. Auto paper selection
12. Cassette/MP tray selection
13. Auto zoom selection
14. Same size (100% [1:1]) copying
15. Zoom entry
16. Preset Zoom
17. Collate
18. Combine
19. Continuous copying
20. EcoPrint
21. File Name Entry
22. Job End Report
23. Number of copies
24. Print Override
25. Program

Function Selected First \ Later	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1 Originals on the platen		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	**Y2**	Y	Y	Y	Y	Y	Y	Y
2 Originals in the document processor	Y		Y	Y	Y	Y	Y	Y	Y	**N**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3 Image quality (Text)	Y	Y		**Y1**	**Y1**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4 Image quality (Photo)	Y	Y	**Y1**		**Y1**	Y	**N**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5 Image quality (Text + Photo)	Y	Y	**Y1**	**Y1**		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
6 Exposure (Manual adjustment)	Y	Y	Y	Y	Y		**Y1**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7 Exposure (Auto Adjustment)	Y	Y	Y	**Y1**	Y	**Y1**		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8 Original placement	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
9 Original size (standard size)	Y	**N**	Y	Y	Y	Y	Y	Y		**Y1**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
10 Original size (custom size)	Y	Y	Y	Y	Y	Y	Y	Y	**Y1**		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
11 Auto paper selection	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		**Y1**	**Y1**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
12 Cassette/MP tray selection	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	**Y1**		Y	Y	Y	Y	Y	**Y1**	Y	Y	Y	Y	Y	Y	Y
13 Auto zoom selection	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	**Y1**	Y		**Y1**	**Y1**	**Y1**	Y	Y	Y	Y	Y	Y	Y	Y	Y
14 Same size (100% [1:1]) copying	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	**Y1**		**Y1**	**Y1**	Y	**Y1**	Y	Y	Y	Y	Y	Y	Y
15 Zoom entry	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	**Y1**	**Y1**		**Y1**	Y	**Y1**	Y	Y	Y	Y	Y	Y	Y
16 Preset Zoom	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	**Y1**	**Y1**	**Y1**		Y	**Y1**	Y	Y	Y	Y	Y	Y	Y
17 Collate	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y	Y	Y	Y	Y
18 Combine	**Y2**	Y	Y	Y	Y	Y	Y	Y	Y	Y	**N**	Y	Y	**N**	**N**	**N**	Y		Y	Y	Y	Y	Y	Y	Y
19 Continuous copying	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y	Y	Y
20 EcoPrint	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y	Y
21 File Name Entry	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y	Y
22 Job End Report	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y	Y
23 Number of copies	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y	Y
24 Print Override	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		Y
25 Program	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	

Y: Combination is possible.

N: Combination is not possible.

Y1: The function selected second will be given priority and the function selected first will be canceled.

Y2: A state of continuous scanning will be entered once copying begins.

Scan Function Combination Table

Column numbers 1–35 correspond to the same functions listed as rows (see the "Function Selected First" labels). Shaded cells (■) are the diagonal (same function).

Function Selected First \ Later	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
1 Originals on the platen	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2 Originals in doc. processor	Y	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3 Send E-mail	Y	Y	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4 Send PC Folder (SMB/FTP)	Y	Y	Y	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5 Color mode (full color)	Y	Y	Y	Y	■	Y1	Y1	Y	N	Y	N	N	N	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y4	Y4	Y	N	Y	Y	Y	Y	Y	Y	Y	Y
6 Color mode (gray scale)	Y	Y	Y	Y	Y1	■	Y1	Y	N	Y	N	N	N	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y4	Y4	Y	N	Y	Y	Y	Y	Y	Y	Y	Y
7 Color mode (monochrome)	Y	Y	Y	Y	Y1	Y1	■	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8 File format (PDF)	Y	Y	Y	Y	Y	Y	Y	■	Y1	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
9 File format (TIFF)	Y	Y	Y	Y	Y2	Y2	Y	Y1	■	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
10 File format (JPEG)	Y	Y	Y	Y	Y	Y	Y2	Y1	Y1	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
11 Image quality (Text)	Y	Y	Y	Y	Y1	Y1	Y	Y	Y	N	■	Y1	Y1	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
12 Image quality (Photo)	Y	Y	Y	Y	Y1	Y1	Y	Y	Y	N	Y1	■	Y1	Y1	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
13 Image quality (Text + Photo)	Y	Y	Y	Y	Y1	Y1	Y	Y	Y	N	Y1	Y1	■	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
14 Image quality (OCR)	Y	Y	Y	Y	Y1	Y1	Y	Y	Y	N	Y1	Y1	Y1	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
15 Exposure (manual adjusting)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16 Exposure (auto adjusting)	Y	Y	Y	Y	Y3	Y3	Y	Y	Y	Y	Y	Y3	Y	Y	Y1	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17 Original placement	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18 Original size (standard size)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
19 Original size (custom size)	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
20 Resolution (200 x 100 dpi)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y1	Y1	Y1	Y1	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
21 Resolution (200 x 200 dpi)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	■	Y1	Y1	Y1	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
22 Resolution (200 x 400 dpi)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	Y1	■	Y1	Y1	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
23 Resolution (300 x 300 dpi)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	Y1	Y1	■	Y1	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
24 Resolution (400 x 400 dpi)	Y	Y	Y	Y	Y5	Y5	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	Y1	Y1	Y1	■	Y1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
25 Resolution (600 x 600 dpi)	Y	Y	Y	Y	Y5	Y5	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	Y1	Y1	Y1	Y1	■	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
26 Auto sending size	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y1	Y	Y	Y	Y	Y	Y	Y	Y
27 Send size selection	Y	Y	Y	Y	Y6	Y6	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	■	Y	Y	Y	Y	Y	Y	Y	Y
28 Auto zoom selection mode	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y1	Y	Y	Y	Y	Y	Y
29 Same size (100% [1:1]) scan	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y1	■	Y	Y	Y	Y	Y	Y
30 Continuous Scanning	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y	Y	Y	Y	Y
31 E-mail entry	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y	Y	Y	Y
32 File Name Entry	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y	Y	Y
33 Job End Report	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y	Y
34 Subject and message entry	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■	Y
35 Program	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	■

Y: Combination is possible.

N: Combination is not possible.

Y1: The function selected second will be given priority and the function selected first will be canceled.

Y2: The file format will be changed to PDF.

Y3: The exposure setting will be changed to the standard value under manual exposure selection.

Y4: At least 64 MB of expansion memory is required.

Y5: If an addition more than 64 MB of memory is not installed, the scanning resolution will automatically be set to 300 dpi x 300 dpi.

Y6: The sending size will be changed to the auto sending size.

Glossary

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)

When you want to copy from various sizes of originals at one time, this mode will automatically select the size of copy paper that corresponds to each individual original and will copy that original onto the paper size.

Auto Sleep

This mode is activated after a specified amount of time elapses. The machine goes into an economy mode and a minimum amount of power is consumed. You can use the operation panel to change the amount of time before the machine goes into the Auto Sleep. The default setting is 30 minutes.

COMMAND CENTER

This is the home page that is installed in this machine. It can be accessed from a Web browser by simply entering the appropriate IP address. You can then use the browser window to verify this machine's operating status and make settings related to security, network printing, scanning, FAX, verifying the operating status, and advanced networking.

Default Gateway

This is the device, such as a computer or router, that serves as the entrance/exit (gateway) to access 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, and is the unit of printer and scanner resolution.

EcoPrint

This is a printing mode that controls toner consumption. Pages printed in the EcoPrint mode are lighter than pages printed in the normal mode. The default setting is Off.

Emulation

This refers to emulation of other manufacturers' printers. The printer emulates operation of the following printers: PCL6, Line printer, IBM Proprinter, DIABLO 630, EPSON LQ-850 and KPDL.

Expansion Memory

This option is used to increase machine memory. The printer has one expansion slot, and you can install a 64 MB, 128 MB, or 256 MB DIMM (Dual Inline Memory Module). Contact your dealer to purchase the DIMM that is best suited for use with this machine.

Face-up Tray

This is located at the rear of the machine. Select paper output to the face-up tray when printing on postcards, envelopes, or labels.

Form Feed Timeout

During the time that data is being sent to the printer, periodic pauses or interruptions may be generated. However, even if the data stream is interrupted, the printer can normally handle the next data that is sent after a delay without making a page break between the two blocks of data. Form Feed timeout is a function that waits only a pre-determined amount of time before it executes just such an automatic page break. After the waiting period begins, once the predetermined time is exceeded, the printer will automatically process the currently received data and print it out. If there is no further print data for the last page, the printer will end processing of that job.

FRPO (Firmware RePrOgram)

These are commands that reset the machine's firmware. It is possible to use this to return each of the settings that are applied when the power is turned on to this machine back to its default value. (To temporarily change a setting, PRESCRIBE commands should be used instead of FRPO commands.)

It is possible to reset a single value with each FRPO command. Current settings can be verified by printing out a Status Page from this machine.

FTP (File Transfer Protocol)

A very common method of moving files between two Internet sites. FTP is a special way to log in to another Internet site for the purpose of retrieving and/or sending files.

GrayScale

This is one method of describing monochrome color shades on a computer. It expresses the shades of an image strictly in monochrome tones from white to black without including color information. The number of levels of gray that is expressed is indicated in bits. 1 bit refers solely to black and white with no intermediate shades, while 8 bit (including black and white) indicates 256 levels of gray, and 16 bit expresses 65536 levels of gray.

IEEE1284

This is a standard established by the Institute of Electrical and Electronic Engineers in 1994 for use when connecting a printer to a computer.

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.

Job

This refers to an independent block of data to be processed for scanning or printing. A command that indicates the beginning and end of each job is included with each block of scan and print data in order to enable the printer to differentiate that data from the data for another job.

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.

LDAP (Lightweight Directory Access Protocol)

An open protocol that uses TCP/IP to provide access to directories that support an X.500 model and that does not incur the resource requirements of the more complex X.500 Directory Access Protocol (DAP). For example, LDAP can be used to locate people, organizations, and other resources in an Internet or intranet directory.

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.

Low Power Mode

This mode is engaged when actions such as scan and print operations, use of the operation panel, and transmission or reception of data do not occur for a predetermined amount of time. At this point, the machine enters a waiting state that automatically reduces power consumption. When a further predetermined amount of time is exceeded, the machine will then enter the Sleep mode.

MP Tray

This is an abbreviation for the Multi-Purpose tray. The MP tray is used instead of the cassette when printing on envelopes, postcards, transparency sheets, and labels.

NetBEUI (NetBIOS Extended User Interface)

This is a network protocol which enables the utilization of more advanced functions on small-scale networks than do other protocols such as TCP/IP, etc.

Netware

Novell's LAN operating system. NetWare runs on many different hardware platforms and network configurations.

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.

POP3 (Post Office Protocol 3)

This is the current version of the Post Office Protocol standard in common use on TCP/IP networks. See also Post Office Protocol, TCP/IP.

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. The initial version of PostScript which was introduced in 1985 is currently referred to as Level 1. Level 2, which was compatible with color printing and such 2-byte languages as Japanese, was introduced in 1990 while Level 3, which added compatibility to PDF and other formats, was brought out in 1996.

PPM (prints per minute)

This indicates the number of prints in one minute depending on a specific paper size.

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.

Process Unit

This is the module that contains photosensitive drum and developer unit.

Scan Noise Reduction

If black lines appear on copies when you feed originals from the document processor (but they do not exist on the originals themselves), this function will make them less apparent.

Scan to e-mail

This is a function for sending scan data files to registered or entered e-mail addresses.

SMB (Server Message Block)

The protocol which actualizes file sharing and printer joint ownership with such as Windows NT and Windows 95/98 via network. NetBIOS is used as a subordinate protocol. It is the application software which is used from LAN Manager of MS-DOS age. If the software, Samba was used, it is possible to offer the service which used SMB at UNIX.

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.

TWAIN (Tool Without An Interesting Name)

A software driver interface between a scanner and other image capturing devices that lets you scan images from a scanning application directly into an application like Adobe Photoshop.

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).

Index

U

User login **6-1**, **8-7**

V

Volume **5-9**

Z

Zoom **1-3**, **2-8**

For best print results and machine performance, we recommend that you use only our original supplies for your products.

A1

KYOCERA MITA AMERICA, INC.

Headquarters:
225 Sand Road,
Fairfield, New Jersey 07004-0008
TEL : (973) 808-8444
FAX : (973) 882-6000

New York Branch:
1410 Broadway 23rd floor
New York, NY 10018
TEL : (917) 286-5400
FAX : (917) 286-5402

Northeastern Region:
225 Sand Road,
Fairfield, New Jersey 07004-0008
TEL : (973) 808-8444
FAX : (973) 882-4401

Midwestern Region:
201 Hansen Court Suite 119
Wood Dale, Illinois 60191
TEL : (630) 238-9982
FAX : (630) 238-9487

Western Region:
14101 Alton Parkway,
Irvine, California 92618-7006
TEL : (949) 457-9000
FAX : (949) 457-9119

Southeastern Region:
1500 Oakbrook Drive,
Norcross, Georgia 30093
TEL : (770) 729-9786
FAX : (770) 729-9873

Southwestern Region:
2825 West Story Road,
Irving, Texas 75038-5299
TEL : (972) 550-8987
FAX : (972) 252-9786

**National Operation Center
& National Training Center:**
2825 West Story Road,
Irving, Texas 75038-5299
TEL : (972) 659-0055
FAX : (972) 570-5816

Latin America Division:
8240 N.W. 52nd. Terrace Dawson Building,
Suite 108 Miami, Florida 33166
TEL : (305) 421-6640
FAX : (305) 421-6666

KYOCERA MITA CANADA, LTD.

6120 Kestrel Road, Mississauga,
Ontario L5T 1S8, Canada
TEL : (905) 670-4425
FAX : (905) 670-8116

KYOCERA MITA MEXICO, S.A. DE C.V.

Av. 16 de Septiembre #407
Col. Santa Inés,
Azcapotzalco México,
D.F. 02130, México
TEL : (55) 5383-2741
FAX : (55) 5383-7804

KYOCERA MITA EUROPE B.V.

Hoeksteen 40, 2132 MS Hoofddorp,
The Netherlands
Phone: +31.(0)20.654.0000
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,
(Milano), 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
Industriestrasse 28, 8604 Volketswil,
Switzerland
Phone: +41.(0)1.908.4949

KYOCERA MITA DEUTSCHLAND GMBH
Mollsfeld 12-40670 Meerbusch,
Germany
Phone: +49.(0)2159.918.0

KYOCERA MITA GMBH AUSTRIA
Eduard-Kittenberger Gasse 95
A-1230 Wien,
Austria
Phone: +43.(0)1.86338.401

KYOCERA MITA SVENSKA AB
Vretenragen 2, 6tr 171 54 Solna,
Sweden
Phone: +46.(0)8.546.550.00

KYOCERA MITA NORGE
Postboks 150 Oppsal, NO 0619 Oslo
Olaf Helsetsvei 6, NO 0694 Oslo,
Norway
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)21.843.6780

KYOCERA MITA SOUTH AFRICA (PTY) LTD.
527 Kyalami Boulevard,
Kyalami Business Park Midrand,
South Africa
Phone: +27.(0)11.540.2600

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