

# Note to Administrator

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This manual is intended to provide administrators with additional information about the security functions of this printer. Read this manual as well as “Hardware Guide” and “Software Guide”.

This manual and its contents should be kept by, and restricted to, administrators.

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## Network Configuration

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### Network Connection

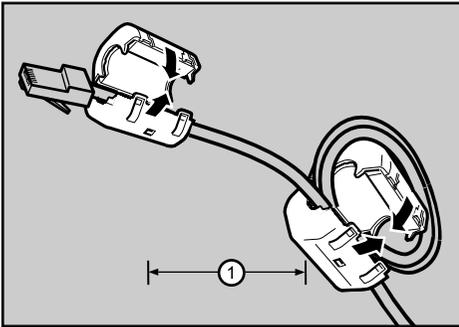
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The following explains the procedure for connecting the printer to the computer through the network. Prepare the hub and other network devices before connecting the 10 BASE-T or 100 BASE-TX cable to the printer's Ethernet port. Alternatively, the optional gigabit ethernet board, which supports 1000BASE-T, is available.

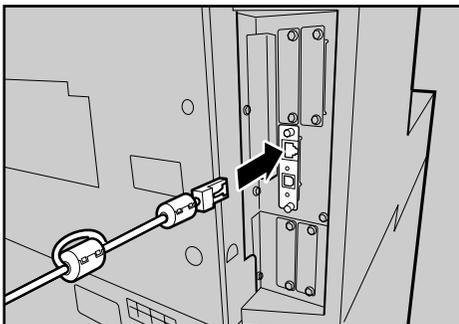
#### Important

- Use shielded Ethernet cable. Unshielded cables create electromagnetic interference that could cause malfunctions.
- The Ethernet cable is not supplied with this printer. Select your cable according to the network environment.

**1** Attach one ferrite core at the printer end of the Ethernet cable, and then attach the other ferrite core about 10 cm (4 inches) (1) from this core making two loops as shown.



**2** Connect the Ethernet cable to the Ethernet port.



**3** Connect the other end of the cable to the printer's network, such as a hub.

**Note**

- The printer's ethernet and USB ports are not available when the gigabit ethernet board is attached to the printer.
- Follow the same procedure when using the gigabit ethernet cable.

**Reference**

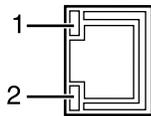
For details about network environment settings, see "Software Guide".

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## Reading the LED Lamps

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❖ For standard ethernet port

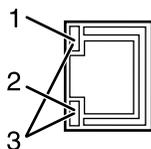


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**1. Green:** comes on when the printer is properly connected to the network.

**2. Yellow:** comes on when 100BASE-TX is in used. It comes off when 10BASE-T is in used.

❖ For gigabit ethernet board



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**1. Yellow:** comes on 100BASE-TX is in use.

**2. Green:** comes on when 10BASE-T is in use.

**3. Green and yellow lamps are lit** when 1000BASE-T is in use.

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## Ethernet Configuration

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Make the following network settings according to the network interface you are using.

You can use SmartDeviceMonitor for Admin or a Web browser to make IP address-related settings in a TCP/IP-capable environment.

### Important

- Configure the printer for the network using the control panel.
- The following table shows the control panel settings and their default values. These items appear in the **[Host Interface]** menu.
  - DHCP: On
  - IPv4 Address: 011.022.033.044
  - Subnet Mask: 000.000.000.000
  - Gateway Address: 000.000.000.000
  - Frame Type (NW): Auto Select
  - Active Protocol:
    - IPv4: Active
    - IPv6: Not Active
    - NetWare: Active
    - SMB: Active
    - Apple Talk: Active
  - Ethernet Speed: Auto Select
  - LAN Type: Ethernet

### Note

- If TCP/IP is in use, the IP address, subnet mask, and gateway address are all set automatically.
- Make this setting only when it is necessary. See “Software Guide”.

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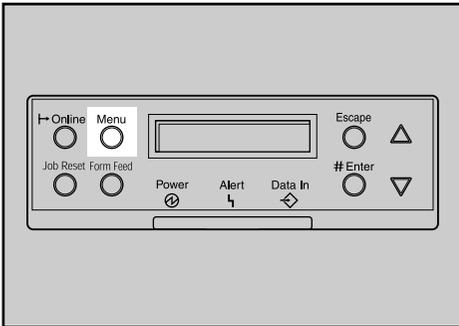
## Using DHCP

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### Important

- When you use this printer in DHCP environment, select **[DHCP]** following this procedure.
- When **[DHCP]** is selected, you cannot make settings for the IP address gateway address.
- Consult your network administrator for information about making network settings.

- 1 Press the [Menu] key.



- 2 Press the [▼] or [▲] key to select [Host Interface], and then press the [# Enter] key.

```
Menu:  
Host Interface
```

- 3 Press the [▼] or [▲] key to select [Network Setup], and then press the [# Enter] key.

```
Host Interface:  
Network Setup
```

- 4 Press the [▼] or [▲] key to select [IPv4 Settings], and then press the [# Enter] key.

```
Network Setup:  
IPv4 Settings
```

- 5 Press the [▼] or [▲] key to select [DHCP], and then press the [# Enter] key.

```
IPv4 Settings:  
DHCP
```

- 6** Press the [▼] or [▲] key to select [On] or [Off], and then press the [# Enter] key.

```
DHCP :
*On
```

- 7** Press the [Menu] key to return to the initial screen.
- 8** Print a configuration page to confirm the settings made.

 **Reference**

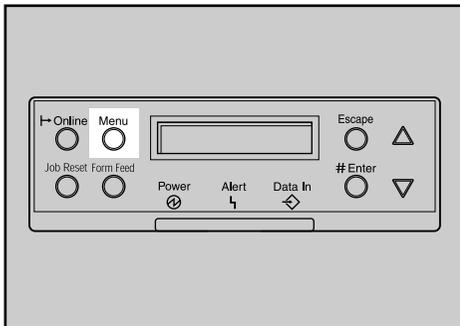
For details about printing the configuration page, see “Software Guide”.

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## Specifying a Network Address

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- 1** Press the [Menu] key.



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- 2** Press the [▼] or [▲] key to select [Host Interface], and then press the [# Enter] key.

```
Menu:
Host Interface
```

- 3** Press the [▼] or [▲] key to select [Network Setup], and then press the [# Enter] key.

```
Host Interface:
Network Setup
```

- 4** Press the [▼] or [▲] key to select [Active Protocol], and then press the [# Enter] key.

```
IPv4 Settings:
  IPv4 Address
```

- 5** Press the [▼] or [▲] key to select the network protocol, and then press the [# Enter] key.

```
Active Protocol:
  IPv4
```

- 6** Press the [▼] or [▲] key to select [Active] or [Not Active], and then press the [# Enter] key.

Set other protocols you need to set in the same way.

- Select [Not Active] for unused protocols.
- Enable IPv4 to use the Pure IPv4 environment of NetWare 5/5.1, NetWare 6/6.5.

- 7** Press the [Escape] key until the screen returns to the [Network Setup] menu.

- 8** If you use IPv4, assign the IPv4 address to the printer. Press the [▼] or [▲] key to select [IPv4 Settings], and then press the [# Enter] key.

```
Network Setup:
  IPv4 Settings
```

To get the IPv4 address for the printer, contact your network administrator.

- 9** To specify the IPv4 Address, press the [▼] or [▲] key to select [IPv4 Address], and then press the [# Enter] key.

```
IPv4 Settings:
  IPv4 Address
```

- 10** Enter the address using **[▼]** or **[▲]**, and then press the **[# Enter]** key. Settings made.

```
IPv4 Address:
 192.  0.  0.  0
```

Press the **[▼]** or **[▲]** key to enter the left most entry field of the address. After entering the left field, press the **[# Enter]** key, and then you can enter the next field. After completing to enter in the all fields, press the **[# Enter]** key. Use this method to assign the subnet mask and gateway address.

- Do not set “011.022.033.044” as the IPv4 address.
- The value moves by 10 if the **[▼]** or **[▲]** key is kept pressed.
- Set Subnet Mask and the Gateway address in the same way.

- 11** Press the **[Menu]** key to return to the initial screen.

- 12** Print a configuration page to confirm the settings made.

#### Reference

For details about printing the configuration page, see “Software Guide”.

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## Password

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When you log into this printer, you will be prompted to enter the user name and password for your account. We strongly recommend you change the factory default user name and create a password immediately to prevent information leakage and unauthorized operations by others.

You will be prompted to enter your login password when performing the following operations:

- Logging in to Administrator mode in Web Image Monitor
- Starting User Management Tool of SmartDeviceMonitor for Admin
- Connecting to the printer via telnet
- Connecting to the printer via ftp

To use the default account, enter “admin” as the user name, and leave the password blank.

You can set the password in Web Image Monitor or telnet.

The password set here can be used to log in for any operation.

### Reference

For details about setting a password, see Web Image Monitor Help.

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## Addendum for [ Menu ] function

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### Administrator menu

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The control panel allows you to perform various basic configurations and adjustments that are required to use the printer. However, in order to protect the printer from threats such as unauthorized access, data manipulation, and tampering, “administrator menus”, which are not normally displayed, are provided for administrators.

This printer comes with the following administrator menus:

#### ❖ Administrator menus under [Maintenance]:

- Netwrk Security
- Key Repeat
- Menu Protect
- List Print Lock
- File Locking
- Unlock Files
- Memory Erase
- Erase All Mem.
- Log Transfer

 **Note**

- The "File Locking" and "Unlock Files" menus are displayed when the hard disk is installed.
- The "Memory Erase" and "Erase All Mem." menus are displayed when the optional overwrite security unit is installed.

❖ **Administrator menus under [Host Interface]:**

- USB Setting

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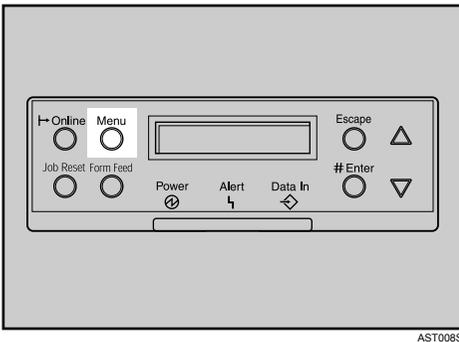
## Displaying administrator menus

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You can display the administrator menus by using specific key combinations on the control panel of the printer.

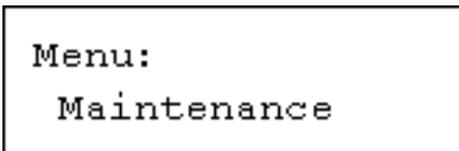
This section describes how to display the administrator menus.

- 1** Check the printer is online.
- 2** Press the [**# Enter**] key, press the [**Escape**] key, and then press the [**Menu**] key.



The menu screen appears.

- 3** Press the [**▲**] or [**▼**] key to display [Maintenance], and then press the [**# Enter**] key.



- 4** Press the [**▲**] or [**▼**] key to check the administrator menus including [Network Security], [Menu Protect], and [List Print Lock] are displayed.

You can now display the administrator menus and make any necessary changes to the settings.

## 5 Press the **[Online]** key after completing all the required settings.

The initial screen appears, preventing you from displaying the administrator menus. To display the administrator menus again, repeat the procedures from the start.

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### Maintenance menu parameters (administrator menu)

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#### ❖ **Netwrk Security**

You can disable the network security settings enabled in Web Image Monitor. You can use this menu item when you change the settings or when you cannot access the printer because the password or other account information is unavailable.

#### ❖ **Key Repeat**

You can specify whether or not to scroll the display panel when the **[▲]** or **[▼]** key is held down. You can also specify the scroll speed.

- On
- Off

#### **Note**

Default: *On*

#### ❖ **Menu Protect**

You can protect menu settings from accidental changes.

- Level 1  
You can preserve settings for the **[Maintenance]**, **[System]** (except for **[Page Size]**), **[Host Interface]**, **[PCL Menu]**, **[PS Menu]**, **[PDF Menu]**, and **[Language]** menus.
- Level 2  
You can preserve settings for the **[Paper Input]**, **[Maintenance]**, **[Multiple Lists]**, **[Error Log]**, **[System]**, **[Host Interface]**, **[PCL Menu]**, **[PS Menu]**, **[PDF Menu]**, and **[Language]** menus.
- Off  
Operation of menu items is unrestricted.

#### **Note**

Default: *Off*

#### ❖ **List Print Lock**

You can restrict the list and test printing

- On  
Specifying **[On]** normally hides the **[List/Test Print]** menu, preventing users from performing any test print operations using the control panel.
- Off  
No menu item operations are restricted.

#### **Note**

Default: *Off*

### ❖ File Locking

If the user tries to access a file and enters the wrong password 10 times, the file is automatically locked.

- On
- Off

#### **Note**

Default: *Off*

### ❖ Unlock Files

You can unlock a file that was locked due to a user entering a wrong password 10 times.

### ❖ Memory Erase

This function is available when the Optional Overwrite Security Unit is installed. Selects whether or not to automatically delete memory, and select deletion method and time when you do.

- Auto Erase
  - On
  - Off
- Erase Method
  - NSA
  - DoD
  - Random

### ❖ Erase All Mem.

Deletes all data inside the memory. Select the deletion method, and then set the overwrite times.

- Erase Method
  - NSA
  - DoD
  - Random
- Start Erase

### ❖ Log Transfer

You can turn off the log transfer function. The default is off.

#### **Note**

Optional software is required for this function.

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## Host Interface menu parameters (administrator menu)

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### ❖ USB Setting

You can specify the USB communication speed.

- Full Speed
  - You can set the communication speed of USB to USB1.1.
- Auto

 **Note**

- Default: *Auto*
- The settings you apply here do not affect the functions of an optional USB host interface unit.
- The settings you apply here take effect on the USB interface that comes with an optional Gigabit Ethernet unit.

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## Deleting Data on the hard disk

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❖ **Hard disk**

The printer's hard disk lets you store data under the printer, as well as the address book and counters stored under each user code.

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## Overwriting the Data on the hard disk

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To use this function, the DataOverwriteSecurity unit must be installed.

To prevent data on the hard disk being leaked before disposing of the printer, you can overwrite all data stored on the hard disk. You can also automatically overwrite temporarily-stored data.

 **Note**

- Depending on the hard disk capacity and the method of erasing the data, this action may take a few hours. Once you start the "Erase All Memory" function, no other printer operation is possible until the function completes or you quit the function.

❖ **Auto Erase Setting**

To erase selected data on the hard disk.

❖ **Erase All Memory**

To erase all the data on the hard disk.

❖ **Methods of Erasing the Data**

You can select the method of erasing the data from the following:  
The default is **[NSA]**.

NSA *1	Overwrites the data on the hard disk twice with random numbers and once with zeros.
DoD *2	Overwrites the data with a number, its complement, and random numbers, and then checks the result.
Random	Overwrites the data with random numbers the specified number of times. You can specify between 1 and 9 as the number of times the data is overwritten with random numbers. The default is 3 times.

\*1 National Security Agency

\*2 Department of Defense

 **Reference**

For details, see the manual supplied with the DataOverwriteSecurity unit.

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## [Auto Erase] Setting

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This can be specified by the machine administrator.

A print data sent from a printer driver is temporarily stored on the hard disk.

Even after the job is completed, it remains in the hard disk as temporary data. **[Auto Erase]** erases the temporary data on the hard disk by writing over it.

Overwriting starts automatically once the job is completed.

The Printer functions take priority over the **[Auto Erase]** function. If a print job is in progress, overwriting will only be done after the job is completed.

- 1** Check the printer is online.
- 2** Press the **[ # Enter ]** key, press the **[ Escape ]** key, and then press the **[ Menu ]** key.
- 3** Press the **[ ▲ ]** or **[ ▼ ]** key to display **[Maintenance]**, and then press the **[ # Enter ]** key.
- 4** Press the **[ ▲ ]** or **[ ▼ ]** key to display **[Memory Erase]**, and then press the **[ # Enter ]** key.
- 5** Select **[Erase Method]** using the **[ ▲ ]** or **[ ▼ ]** key, and then press the **[ # Enter ]** key.  
Select the method of erasing the data from **[NSA]**, **[DoD]**, or **[Random]**.  
If you select **[NSA]**, proceed to step **3**.  
If you select **[DoD]** proceed to step **9**.  
If you select **[Random]**, proceed to step **6**.
- 6** Select **[Random]** using the **[ ▲ ]** or **[ ▼ ]** key, and then press the **[ # Enter ]** key.
- 7** Enter the number of times that you want to overwrite using the **[ ▲ ]** or **[ ▼ ]** keys, and then press the **[ # Enter ]** key.  
**[Auto Erase]** is set.
- 8** Select **[NSA]** using the **[ ▲ ]** or **[ ▼ ]** key, and then press the **[ # Enter ]** key.  
**[Auto Erase]** is set.
- 9** Select **[DoD]** using the **[ ▲ ]** or **[ ▼ ]** key, and then press the **[ # Enter ]** key.  
**[Auto Erase]** is set.

### Important

- When **[Auto Erase]** is set to **[On]**, temporary data that remained on the hard disk when **[Auto Erase]** was **[Off]** might not be overwritten.

### Note

- Should the main power switch of the printer be turned off before overwriting is completed, the temporary data will remain on the hard disk until the main power switch is next turned on and overwriting is resumed.
- If the overwriting method is changed while overwriting is in progress, the remainder of the temporary data will be overwritten using the method set originally.

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## Canceling [Auto Erase]

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**1** Follow steps **1** to **3** in "Auto Erase Setting".

**2** Select [Off] using the [▲] or [▼] key, and then press the [# Enter] key.

[Auto Erase] is disabled.

 **Note**

- To set [Auto Erase] to [On] again, repeat the procedure in "[Auto Erase] Setting".

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## Types of Data that Can or Cannot Be Overwritten

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The following table shows the types of data that can or cannot be overwritten by [Auto Erase].

Data overwritten by [Auto Erase]	Printer	<ul style="list-style-type: none"><li>• Print Jobs</li><li>• Sample Print/Locked Print/Stored Print Jobs *<sup>1</sup></li><li>• Spool Printing jobs</li><li>• PDF Direct Print data</li></ul>
Data not overwritten by [Auto Erase]	Information registered in the Address Book	
	Counters stored under each user code	
	Image overlay data * <sup>2</sup>	

\*<sup>1</sup> A Sample Print, Locked Print, or Stored Print job can only be overwritten after it has been executed. Stored print jobs can be overwritten by [Auto Erase] only if they have been deleted in advance.

\*<sup>2</sup> Image overlay data can be overwritten by [Auto Erase] only if it is deleted in advance.

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## "Erase All Memory([Erase All Mem.])

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This can be specified by the machine administrator.

You can erase all the data on the hard disk by writing over it. This is useful if you relocate or dispose of your printer.

 **Important**

- If you select "Erase All Memory", the following are also deleted: user codes, counters under each user code, user stamps, data stored in the Address Book, printer fonts downloaded by users, applications using Embedded Software Architecture, SSL server certificates, and the printer's network settings.
- Should the power switch of the printer be turned off before "Erase All Memory" is completed, overwriting is canceled.
- Make sure the power switch is not turned off during overwriting.

**1** Disconnect communication cables connected to the printer.

- 2** Press the [**# Enter**] key, press the [**Escape**] key, and then press the [**Menu**] key.
- 3** Press the [**▲**] or [**▼**] key to display [**Maintenance**], and then press the [**# Enter**] key.
- 4** Press the [**▲**] or [**▼**] key to display [**Erase All Mem.**], and then press the [**# Enter**] key.
- 5** Select [**Erase Method**] using the [**▲**] or [**▼**] key, and then press the [**# Enter**] key.  
Select the method of erasing the data from [**NSA**], [**DoD**], or [**Random**].  
If you select [**Random**], proceed to step **6**.  
If you select [**NSA**] proceed to step **8**.  
If you select [**DoD**], proceed to step **9**.
- 6** Select [**Random**] using the [**▲**] or [**▼**] key, and then press the [**# Enter**] key.
- 7** Enter the number of times that you want to overwrite using the [**▲**] or [**▼**] key, and then press the [**# Enter**] key.
- 8** Select [**NSA**] using the [**▲**] or [**▼**] key, and then press the [**# Enter**] key.
- 9** Select [**DoD**] using the [**▲**] or [**▼**] key, and then press the [**# Enter**] key.
- 10** When overwriting is completed, press the [**# Enter**] key, and then turn off the power.

 **Note**

- Before erasing the hard disk, you can back up user codes, counters for each user code, and Address Book data using SmartDeviceMonitor for Admin. For details, see SmartDeviceMonitor for Admin Help.
- If the power is turned off when Erase All Memory is in progress, overwriting will start again when you next turn on the power.
- If an error occurs before overwriting is completed, turn off the main power. Turn it on again, and then repeat from step **2**.

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## Canceling “Erase All Memory”

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- 1** Press the [**Job Reset**] key while Erase All Memory is in progress.  
Erase All Memory is canceled.  
If you stop this before completion, the data is not fully erased. Execute [**Erase All Mem.**] again to erase the data.
- 2** Turn off the main power.

 **Note**

- To resume overwriting after power off, turn on the power of the printer, and then repeat the procedure in “Erase All Memory”.

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## Changing Password

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Changes or deletes the print job's password already set.

The password can be cleared using **[Change]** only for the Stored Print jobs stored in the printer.

- 1** Log on to Web Image Monitor in the administrator mode.
- 2** In the menu area, click **[Printer: Print Jobs]**.
- 3** Click Property icon of the print job you want to change the password in the "Print Job List" area.
- 4** Click **[Printer: Print Jobs]**.
- 5** Enter the "New Password" and "Confirm Password", and then click **[OK]**.
- 6** Quit Web Image Monitor.