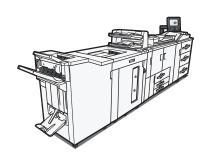
Read This First



Pro 907_{EX} Pro 1107_{EX} Pro 1357_{EX}

Operating Instructions About This Machine

For information not in the printed manual, refer to the HTML/PDF files on the supplied CD-ROM.



- 1 Simple Search
- 2 Getting Started
- 3 Adding Paper
- 4 Adding Toner, Staples, Ring Combs and Glue
- 5 Entering Text
- 6 Operating Instructions
- 7 Handling the Ring Binder, Perfect Binder and Stacker
- 8 Remarks
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Manuals for This Machine

Read this manual carefully before you use this machine.

Refer to the manuals that are relevant to what you want to do with the machine.

Mportant !

- Media differ according to manual.
- The printed and electronic versions of a manual have the same contents.
- Adobe Acrobat Reader/Adobe Reader must be installed in order to view the manuals as PDF files.
- A Web browser must be installed in order to view the html manuals.

About This Machine

Before using the machine, be sure to read the section of this manual entitled Safety Information.

This manual introduces the machine's various functions. It also explains the control panel, preparation procedures for using the machine, how to enter text, how to install the CD-ROMs provided, and how to replace paper, toner, staples, and other consumables.

Troubleshooting

Provides a guide for resolving common usage-related problems.

Copy and Document Server Reference

Explains Copier and Document Server functions and operations. Also refer to this manual for explanations on how to place originals.

Printer Reference

Explains Printer functions and operations.

Scanner Reference

Explains Scanner functions and operations.

Network and System Settings Guide

Explains how to connect the machine to a network, configure and operate the machine in a network environment, and use the software provided. Also explains how to change User Tools settings and how to register information in the Address Book.

Security Reference

This manual is for administrators of the machine. It explains security functions that you can use to prevent unauthorized use of the machine, data tampering, or information leakage. For enhanced security, we recommend that you first make the following settings:

- Install the Device Certificate.
- Enable SSL (Secure Sockets Layer) Encryption.
- Change the user name and password of the administrator using Web Image Monitor.

For details, see "Setting Up the Machine", Security Reference.

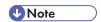
Be sure to read this manual when setting the enhanced security functions, or user and administrator authentication.

PostScript 3 Supplement

Explains how to set up and use PostScript 3.

Other manuals

- UNIX Supplement
- Quick Reference Copy Guide
- Quick Reference Printer Guide
- Quick Reference Scanner Guide
- Manuals for DeskTopBinder Lite
 - DeskTopBinder Lite Setup Guide
 - DeskTopBinder Introduction Guide
 - Auto Document Link Guide



- Manuals provided are specific to machine types.
- For "UNIX Supplement", please visit our Web site or consult an authorized dealer. This manual includes descriptions of functions and settings that might not be available on this machine.
- The following software products are referred to using general names:

Product name	General name
DeskTopBinder Lite and DeskTopBinder Professional * 1	DeskTopBinder
ScanRouter EX Professional *1 and ScanRouter EX Enterprise *1	the ScanRouter delivery software

*1 Optional

Manuals List

Manual Name	Printed Manuals Provided	HTML Manuals Provided	PDF Manuals Provided
About This Machine	Yes	Yes	Yes
Troubleshooting	Yes	Yes	Yes
Copy and Document Server Reference	Yes	Yes	Yes
Printer Reference	No	Yes	Yes
Scanner Reference	No	Yes	Yes
Network and System Settings Guide	No	Yes	Yes
Security Reference	No	Yes	Yes
PostScript 3 Supplement	No	Yes	Yes

What You Can Do with This Machine

This section introduces the features of this machine.



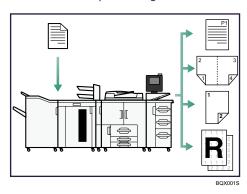
• For details about options, see "Options".

■ Reference

• p.59 "Options"

Using This Machine as a Copier

You can make copies of originals.



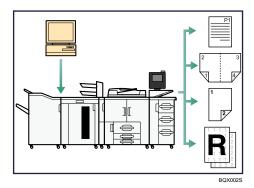
- You can print stamps on copies. Stamps can include background numbers, scanned images, dates, and page numbers.
- You can reduce or enlarge the copy image. With Auto Reduce/Enlarge, the machine automatically
 detects the original size, and then selects an appropriate reproduction ratio based on the paper size
 you select. If the orientation in which your original is placed is different from that of the paper you are
 copying onto, the machine rotates the original image by 90 degrees and fits it on the copy paper.
- Copier functions such as Duplex, Combine, Booklet, and Magazine allow you to save on paper by copying multiple pages onto single sheets.
- You can copy onto various types of paper such as tab sheets and OHP transparencies.
- The optional finisher allows you to sort, staple, fold, and punch holes in your copies.
- The optional ring binder allows you to bind your copies with a ring comb.
- The optional perfect binder allows you to perfect bind a booklet.

Reference

• See Copy and Document Server Reference .

Using This Machine as a Printer

You can print documents created in applications.



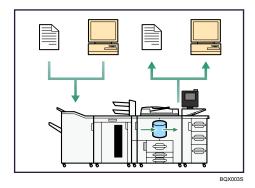
- This machine supports network and local connections.
- You can send PDF files directly to the machine for printing, without having to open a PDF application.
- You can print or delete print jobs stored on the machine's hard disk, which have been previously sent from computers using the printer driver. The following types of print jobs can be selected: Sample Print, Locked Print, Hold Print, and Stored Print.
- The optional finisher allows you to collate, staple, fold, and punch holes in your prints.
- The optional ring binder allows you to bind your prints with a ring comb.
- The optional perfect binder allows you to perfectly bind a booklet.

Reference

• See Printer Reference .

Utilizing Stored Documents

You can store files scanned in copier, printer, or scanner mode on the machine's hard disk. With DeskTopBinder or Web Image Monitor, you can use your computer to search for, view, print, delete, and send stored files via the network. You can also change print settings and print multiple documents (Document Server).



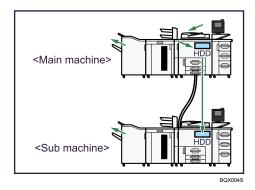
- You can retrieve documents scanned in copier mode, if the Printer/Scanner unit is installed. For details, see Scanner Reference.
- You can also retrieve stored documents scanned in scanner mode.
- Using File Format Converter (optional), you can download documents stored in copier, Document Server, or printer mode to your computer.

■ Reference

- For details about machine's settings, see "Network Settings Required to Use Document Server", Network and System Settings Guide .
- For details about Document Server in printer mode, see "Saving and Printing Using the Document Server", Printer Reference.
- For details about Document Server in scanner mode, see "Storing Files Using the Scanner Function", Scanner Reference.
- For details about Document Server, see "Document Server", Copy and Document Server Reference
- For details about DeskTopBinder, see DeskTopBinder manuals.

Connecting Two Machines for Copying

You can connect two machines together with Copy Connector (optional). When you set up a copy job on one machine (the main machine), data is transferred to the other (the sub-machine) so that copies can be made on both machines simultaneously (Connect Copy).



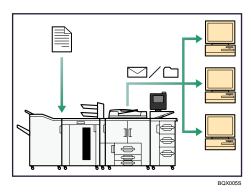
- You can complete large volume copy runs in shorter time.
- Even if one machine runs out of paper, or stops because of a paper jam, the other machine can still continue to finish the job.

Reference

• See "Connect Copy", Copy and Document Server Reference 🗊 🚳.

Using the Scanner in a Network Environment

You can use a scanner over the network.

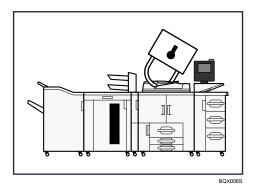


- You can send scan files to a specified destination using e-mail (Sending scan files by e-mail). See "Sending Scan Files by E-mail", Scanner Reference.
- With the ScanRouter delivery software, you can store scanned documents in specified destinations on network computers (File storage). See Scanner Reference .
- You can send scan files directly to folders (Sending scan files by Scan to Folder). See "Sending Scan Files to Folders", Scanner Reference.
- You can use this machine as a delivery scanner for the ScanRouter delivery application (Network
 delivery scanner). You can save scan files in the delivery server or send them to a folder in a computer
 on the same network. For details about the machine's settings, see "Network Settings Required to Use

the Network Delivery Scanner", Network and System Settings Guide . For details about how to use the function, see "Delivering Scan Files", Scanner Reference.

Administrating the Machine/Protecting Documents (Security Functions)

You can prevent information leakage by managing the machine and protecting documents.



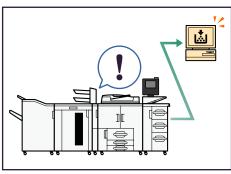
- You can protect documents from unauthorized access and stop them from being copied without permission.
- You can control the use of the machine, as well as prevent machine settings from being changed without authorization.
- By setting passwords, you can prevent unauthorized access via the network.
- You can erase the data on the hard disk to prevent the information from leaking out.

Reference

• See the manual for the DataOverWriteSecurity Unit (optional), and Security Reference .

Monitoring the Machine Via Computer

You can change the machine's settings and monitor its status from a connected computer.

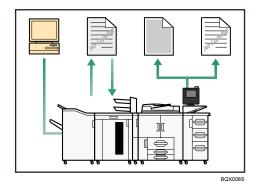


BQX007S

- Web Image Monitor lets you configure and operate the machine using a Web browser on a computer.
 You can also install SmartDeviceMonitor for Admin on a computer to configure and operate the machine.
- Using Web Image Monitor, you can register information in the address book, specify the machine's settings, and check the machine's status with ease.
- Using Web Image Monitor, you can check and specify the initial settings (system settings, printer features, network settings, security settings/certificate management, and E-mail Notification), control print jobs, display the print job journal, and protect the data in the machine using authentication.
- You can also use SmartDeviceMonitor for Admin to register information in the address book.

Preventing an Unauthorized Copy

You can print embedded pattern on paper to prevent them from being copied.



- Using the printer driver, you can embed a pattern in the printed document. If the document is copied
 on a machine with the Copy Data Security Unit (optional), protected pages are grayed out in the
 copy, preventing confidential information from being copied. If a document protected by
 unauthorized copy guard is copied on a machine that is equipped with the Copy Data Security Unit,
 the machine beeps to notify users that unauthorized copying is being attempted.
 - If the document is copied on a machine without the Copy Data Security Unit, the hidden text becomes conspicuous in the copy, showing that the copy is unauthorized.
- Using the printer driver, you can embed text in the printed document for unauthorized copy prevention. If the document is copied, scanned, or stored in a Document Server by a copier or multifunction printer, the embedded text appears conspicuous in the copy, discouraging such unauthorized copying.

Reference

• See the printer driver Help, Printer Reference, and Security Reference.

Notice

Important

In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the machine.

For good copy quality, the supplier recommends that you use genuine toner from the supplier.

The supplier shall not be responsible for any damage or expense that might result from the use of parts other than genuine parts from the supplier with your office products.

How to Read This Manual

Symbols

This manual uses the following symbols:



Indicates points to pay attention to when using the machine, and explanations of likely causes of paper misfeeds, damage to originals, or loss of data. Be sure to read these explanations.



Indicates supplementary explanations of the machine's functions, and instructions on resolving user errors.

■ Reference

This symbol is located at the end of sections. It indicates where you can find further relevant information.

[]

Indicates the names of keys that appear on the machine's display panel.

[]

Indicates the names of keys on the machine's control panel.



Indicates instructions in book form.



Indicates instructions in sheet form.



Indicates instructions stored in a file on a provided CD-ROM.



Indicates instructions provided on this company's Web site.

Machine Types

The model names of the machines do not appear in the following pages.

Check the type of your machine before reading this manual.

• Type 1: Pro 907EX

• Type 2: Pro 1107EX

• Type 3: Pro 1357EX

Certain types might not be available in some countries. For details, please contact your local dealer.

Names of Major Items

Major items of this machine are referred to as follows in this manual:

- Auto document feeder → ADF
- Decurl Unit DU5000 → Decurler
- Multi-Folding Unit FD5000 → Multi-Folding Unit
- Large capacity tray → LCT
- Wide large capacity tray → Wide LCT
- Ring Binder RB5000 → Ring Binder
- Perfect Binder GB5000 → Perfect Binder
- Trimmer Unit TR5020 → Trimmer
- High Capacity Stacker SK5010 → Stacker

Notes

Contents of this manual are subject to change without prior notice.

Two kinds of size notation are employed in this manual. With this machine refer to the inch version.

Some illustrations in this manual might be slightly different from the machine.

Certain options might not be available in some countries. For details, please contact your local dealer.

Depending on which country you are in, certain units may be optional. For details, please contact your local dealer.

Safety Information

When using this machine, the following safety precautions should always be followed.

Safety During Operation

In this manual, the following important symbols are used:



⚠ WARNING

Indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.



CAUTION

Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

Safety Precautions to be Followed

This section explains safety precautions that should always be followed when using this machine.

Environments where the machine can be used

This section explains safety precautions about environments where the machine can be used.



⚠ WARNING

 Keep the machine away from flammable liquids, gases, and aerosols. A fire or an electric shock might occur.

⚠ CAUTION

- Keep the machine away from humidity and dust. Otherwise a fire or an electric shock might occur.
- Do not place the machine on an unstable or tilted surface. If it topples over, an injury might occur.

⚠ CAUTION

 Make sure the room where you are using the machine is well ventilated and spacious. Good ventilation is especially important when the machine is used heavily.

Handling power cords and power plugs

This section explains safety precautions about handling power cords and power plugs.

MARNING

- Connect this machine only to a power source that matches the specifications shown in "Specifications for the Main Unit" in this manual and do not use an extension cord.
- Use of this machine with extension cords and power sources other than those that match the specifications shown constitutes an electric shock and fire hazard.

WARNING

• Touching the prongs of the power cable's plug with anything metallic constitutes a fire and electric shock hazard.

<u>^</u> WARNING

 Power cords that are damaged, broken, modified, trapped under heavy objects, pulled hard, or bent severely are electric shock and fire hazards.

∴ WARNING

- Disconnect the power plug (by pulling the plug, not the cable) if the power cable or plug becomes
 frayed or otherwise damaged.
- If the power cord is damaged (exposure of the core, disconnection, etc.), contact your service representative to change a new one. Operating the machine with a damaged power cord may cause an electric shock or fire.
- Unplug the power cord from the wall outlet before you move the machine. While moving the machine, you should take care that the power cord will not be damaged under the machine.

MARNING

• It is dangerous to handle the plug with wet hands. Doing this may result in receiving an electric shock.

MARNING

• The supplied power cord is for use with this equipment only. Do not use with other appliances. Doing so may result in fire, electric shock, or injury.

MARNING

• The wall outlet shall be installed near the machine and shall be easily accessible.

• When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).

ACAUTION

• Be sure to disconnect the plug from the wall outlet and clean the prongs and the area around the prongs at least once a year. Allowing dust to build up on the plug constitutes a fire hazard.

ACAUTION

- To disconnect the power cord, pull it out by plug. Do not drag the cord itself. Doing so may result in damage to the cord, leading to fire or electric shock.
- For safety reason, unplug the power cord from the wall outlet if the machine will not be used for an extended period of time such as holidays.
- Before moving the machine, be sure to disconnect all external connections, especially the power cord from the wall outlet. Damaged power cords are a fire and electric shock hazard.

Handling the main machine

This section explains safety precautions about handling the main machine.

∴ WARNING

- Turn off the power and disconnect the power plug (by pulling the plug, not the cable) if any of the following occurs:
 - You spill something into the machine.
 - You suspect that your machine needs service or repair.
 - · The external housing of your machine has been damaged.
- Do not turn the earth leakage breaker from the off to the on position. Otherwise it might lead to an electric shock, fire or smoke, or cause the breakers to trip.

ACAUTION

• Protect the machine from dampness or wet weather, such as rain and snow.

ACAUTION

Unplug the power cord from the wall outlet before you move the machine. While moving the
machine, you should take care that the power cord will not be damaged under the machine.

After you move the machine, use the caster fixture to fix it in place. Otherwise the machine might
move or come down to cause an injury.

ACAUTION

Contact your service representative if you need to lift the machine (such as when relocating it to
another floor). Do not attempt to lift the machine without the assistance of your service
representative. The machine will be damaged if it topples or is dropped, resulting in malfunction
and risk of injury to users. The machine's various handling areas are for service engineer use only.
Do not touch these areas.

CAUTION

- Do not allow paper clips, staples, or other small metallic objects to fall inside the machine.
- Do not look into the lamp. It can damage your eyes.
- For environmental reasons, do not dispose of the machine or expended supply waste at household waste collection points. Disposal can take place at an authorized dealer.

Handling the machine's interior

This section explains safety precautions about handling the machine's interior.

MARNING

• To avoid hazardous electric shock or laser radiation exposure, do not remove any covers or screws other than those specified in this manual.

ACAUTION

• The fusing section of this machine might be very hot. Caution should be taken when removing misfed paper.

- The inside of the machine could be very hot. Do not touch the parts with a label indicating the "hot surface". Otherwise, an injury might occur.
- When loading paper, take care not to trap or injure your fingers.
- During operation, rollers for transporting the paper and originals revolve. A safety device has
 been installed so that the machine can be operated safely. But take care not to touch the machine
 during operation. An injury might occur.
- Fire and breakdown can result from heavy accumulation of dust inside this machine. Consult your service representative for details about and charges for cleaning the machine's interior.
- Keep your hands clear of the inside of the ring binder and the space under the ring binder tray. You might trap your fingers if you do not.
- Keep your hands clear of the perfect binder and paper exit. You can trap your fingers if you do
- Keep your hands clear of the inside of the stacker and the space under the stacker tray. You might trap your fingers if you do not.

Handling the machine's supplies

This section explains safety precautions about handling the machine's supplies.

MARNING

 Do not incinerate used toner or toner containers. Toner dust might ignite when exposed to an open flame. Dispose of used toner containers in accordance with local regulations.

MARNING

 Do not incinerate spilled toner or used toner. Toner dust might ignite when exposed to an open flame.

⚠ WARNING

• Do not store toner, used toner, or toner containers in a place with an open flame. The toner might ignite and cause burns or a fire.

MARNING

Keep the polythene materials (bags, gloves, etc.) supplied with this machine away from babies
and small children at all times. Suffocation can result if polythene materials are brought into contact
with the mouth or nose.

• Do not reuse stapled paper. Otherwise, a fire might occur.

CAUTION

 To avoid fire or machine failure, do not use aluminum foil, carbon paper, or similar conductive paper.

ACAUTION

• Do not open toner containers forcefully. Toner can spill, dirtying your clothes or hands, and possibly resulting in accidental ingestion.

ACAUTION

• Keep toner (used or unused) and toner containers out of reach of children.

ACAUTION

• If toner or used toner is inhaled, gargle with plenty of water and move into a fresh air environment. Consult a doctor if necessary.

CAUTION

If toner or used toner gets into your eyes, flush immediately with large amounts of water. Consult
a doctor if necessary.

ACAUTION

If toner or used toner is swallowed, dilute by drinking a large amount of water. Consult a doctor
if necessary.

ACAUTION

- Avoid getting toner on your clothes or skin when removing a paper jam or replacing toner. If your skin comes into contact with toner, wash the affected area thoroughly with soap and water.
- If toner gets on your clothing, wash with cold water. Hot water will set the toner into the fabric and may make removing the stain impossible.

ACAUTION

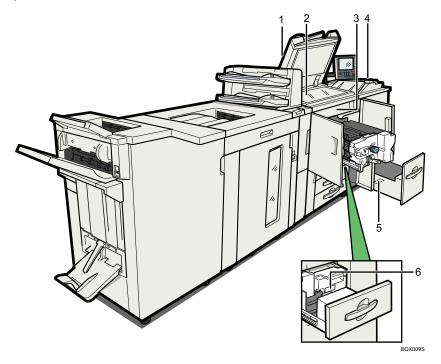
· When binding paper manually with the ring opener, take care not to trap or injure your fingers.

Safety Labels of This Machine

This section explains the machine's safety information labels.

Positions of WARNING and CAUTION labels

This machine has labels for \triangle WARNING and \triangle CAUTION at the positions shown below. For safety, please follow the instructions and handle the machine as indicated.



1

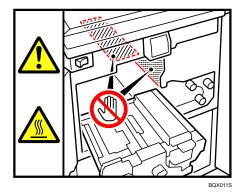


Keep your hands clear of the ADF when removing paper jam. You might trap your fingers if you do not.



Do not attempt to remove any labeled parts. Doing so risks injury to your eyes from exposure to the laser beam.

3



Do not touch the parts a label indicates. The inside of the machine could be very hot. Caution should be taken when removing misfed paper.

4



Keep your hands clear of the multi bypass tray (Tray 7) when removing paper jam. You might trap your fingers if you do not.



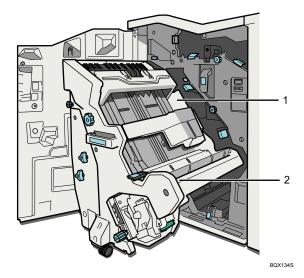
The inside of the machine could be very hot. Do not touch the parts which a label is put on. Otherwise, an injury might occur.

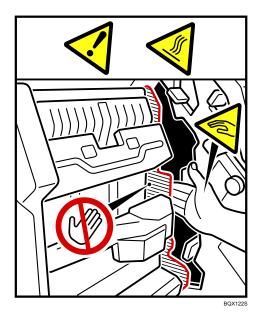
6



Keep your hands clear of the parts a label indicates. Otherwise, you might trap your fingers and an injury might occur.

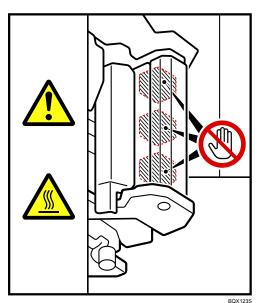
Booklet Finisher SR5020



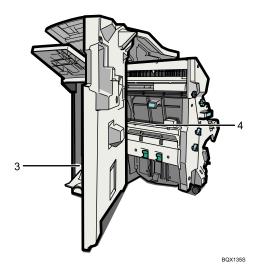


The inside of the booklet finisher could be very hot. Keep your hands clear of the parts a label indicates. You might trap your fingers and an injury might occur.

2

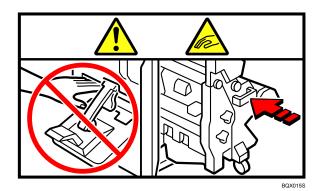


Do not touch the parts a label indicates. The inside of the booklet finisher could be very hot. Caution should be taken when removing misfed paper.



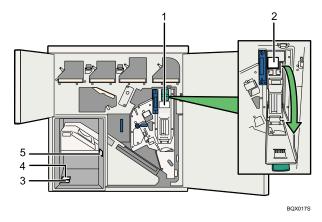


Keep your hands clear of the booklet finisher tray when removing paper jam. You might trap your fingers if you do not. Take care not to touch the booklet finisher tray during operation. Otherwise, an injury might occur.

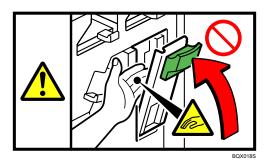


Keep your hands clear of the booklet finisher tray when pulling out or pushing in the booklet finisher's staple unit. You might trap your fingers if you do not.

Ring Binder



1



Keep your other hand clear when closing the cartridge cover. You might trap your fingers if you do not.

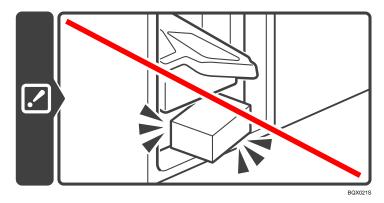
2



Keep your hands clear of the parts a label indicates. Otherwise, you might trap your fingers and an injury might occur.



When the ring binder is in operation, keep your hands clear of the ring binder tray. You might trap your fingers if you do not.

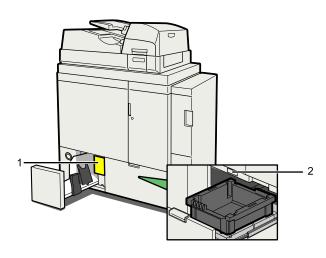


Make sure the space below the ring binder tray is clear. Malfunctions can occur if this space is obstructed.

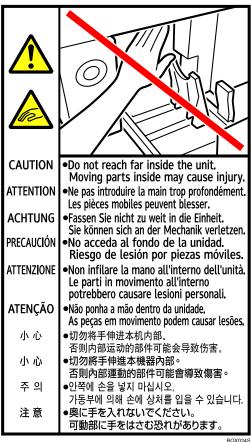


When removing bound booklets, keep your hands clear of the paper exit. You might trap your fingers if you do not.

Perfect Binder



BQX023S



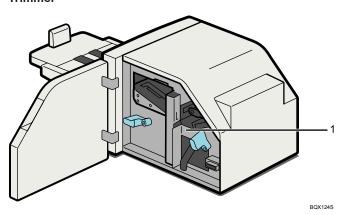
When removing bound booklets, keep your hands clear of the perfect binder's lower left tray. You might trap your fingers if you do not.

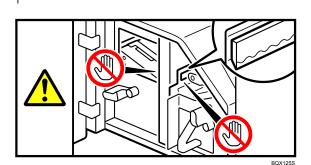


BOX111S

Do not reach far inside the unit. Moving parts inside may cause injury.

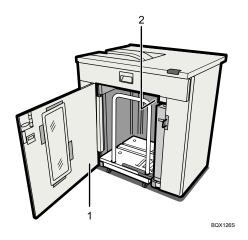
Trimmer





Keep your hands clear of the internal cutting blade when you are removing jammed paper. Not doing so risks injury to your fingers from the cutting blade.

Stacker



1



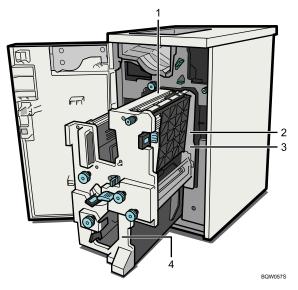
Do not attempt to get inside the stacker. Otherwise, an injury might occur.

2



Do not touch the parts a label indicates. The inside of the stacker could be very hot. Caution should be taken when removing misfed paper.

Multi-Folding Unit



1



Do not touch the parts a label indicates. The inside of the Multi-Folding Unit could be very hot. Caution should be taken when removing misfed paper.

2



37

Do not touch the parts a label indicates. The inside of the Multi-Folding Unit could be very hot. Caution should be taken when removing misfed paper.

3



Do not touch the parts a label indicates. The inside of the Multi-Folding Unit could be very hot. Caution should be taken when removing misfed paper.

4



Do not touch the parts a label indicates. The inside of the Multi-Folding Unit could be very hot. Caution should be taken when removing misfed paper.

Power Switch Symbols

The meanings of the symbols for the switches on this machine are as follows:

- I:POWER ON.
- O:POWER OFF.
- U:STANDBY.

ENERGY STAR Program

ENERGY STAR® Program Requirements for Imaging Equipment



This company is a participant in the ENERGY STAR® Program. This machine is compliant with the regulations specified by the ENERGY STAR® Program.

The ENERGY STAR® Program Requirements for Imaging Equipment encourage energy conservation by promoting energy efficient computers and other office equipment.

The program backs the development and dissemination of products that feature energy saving functions.

It is an open program in which manufacturers participate voluntarily.

Targeted products are computers, monitors, printers, facsimiles, copiers, scanners, and multi-function devices. Energy Star standards and logos are internationally uniform.



• For details about the "default delay time", see "Energy Saving Functions".

Reference

• p.40 "Energy Saving Functions"

Energy Saving Functions

To reduce its power consumption, this machine has the following functions:

Low Power Mode

- If this machine remains idle for a specified period, it automatically reduces its electrical consumption.
- The default period the machine waits before entering Low Power Mode is 15 minutes. This default time can be changed.

Off Mode (on machines with only copier function)

- If this machine remains idle for a specified period, it automatically turns off its power.
- The default delay time the machine waits before entering Off Mode for type 1 is 90 minutes. This default time can be changed.
- The default delay time the machine waits before entering Off Mode for type 2 or 3 is 120 minutes.
 This default time can be changed.

Sleep Mode (on machines with printer or scanner functions)

- If this machine remains idle for a specified period, it automatically enters Sleep Mode to reduce
 its electrical consumption.
- The default delay time the machine waits before entering Sleep Mode for type 1 is 90 minutes.
 This default time can be changed.
- The default delay time the machine waits before entering Sleep Mode for type 2 or 3 is 120 minutes. This default time can be changed.
- The machine can print jobs from computers while in Sleep Mode.

Specifications

On machines with only copier function

	Type 1	Туре 2	Туре 3
Reduced Electrical Consumption by Low Power Mode	91.0 W	103.9 W	96.2 W
Time of Switch into Low Power Mode	15 minutes	15 minutes	15 minutes
Time of Switch out from Low Power Mode	37 seconds	33 seconds	58 seconds
Reduced Electrical Consumption by Off Mode	3.8 W	3.8 W	3.9 W

	Type 1	Туре 2	Туре 3
Time of Switch into Off Mode	90 minutes	120 minutes	120 minutes
Reduced Electrical Consumption by Sleep Mode	-	-	-
Time of Switch into Sleep Mode	-	-	-

On machines with printer or scanner functions

	Type 1	Туре 2	Туре 3
Reduced Electrical Consumption by Low Power Mode	93.2 W	105.9 W	97.3 W
Time of Switch into Low Power Mode	15 minutes	15 minutes	15 minutes
Time of Switch out from Low Power Mode	33 seconds	32 seconds	57 seconds
Reduced Electrical Consumption by Off Mode	-	-	-
Time of Switch into Off Mode	-	-	-
Reduced Electrical Consumption by Sleep Mode	17.7 W	17.5 W	16.7 W
Time of Switch into Sleep Mode	90 minutes	120 minutes	120 minutes



• For details about how to change the default interval, see "Timer Settings", Network and System Settings Guide .

Reference

• "Timer Settings", Network and System Settings Guide ©

Laws and Regulations

Legal Prohibition

Do not copy or print any item for which reproduction is prohibited by law.

Copying or printing the following items is generally prohibited by local law:

bank notes, revenue stamps, bonds, stock certificates, bank drafts, checks, passports, driver's licenses.

The preceding list is meant as a guide only and is not inclusive. We assume no responsibility for its completeness or accuracy. If you have any questions concerning the legality of copying or printing certain items, consult with your legal advisor.

Laser Safety

CDRH Regulations

This equipment complies with requirements of 21 CFR Subchapter J for class I laser products. This equipment contains multiple AlGaAs laser diodes, 15-milliwatt, 770 ⁻ 810 nanometer wavelength for each emitter. This equipment does not emit hazardous light, since the beam is totally enclosed during all customer modes of operation and maintenance.

Caution:

Use of controls or adjustments or performance of procedures other than those specified in this manual might result in hazardous radiation exposure.

FCC Rules and IC Rules

Warning:

This device complies with part 15 of the FCC Rules and RSS-Gen of IC Rules.

Operation is subject to the following two conditions:

- 1. This device may not cause harmful interference, and
- 2. This device must accept any interference received, including interference that may cause undesired operation.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Notes to users in the United States of America

FCC Rules

Note:

This equipment has been tested and found to comply with the limits for a Class A digital devices, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

Caution:

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Notes on lamp(s) inside this machine

LAMP(S) INSIDE THIS PRODUCT CONTAIN MERCURY AND MUST BE RECYCLED OR DISPOSED OF ACCORDING TO LOCAL, STATE OR FEDERAL LAWS.

Note to users in the state of California

Perchlorate Material - special handling may apply, See www.dtsc.ca.gov/hazardouswaste/perchlorate

1. Simple Search

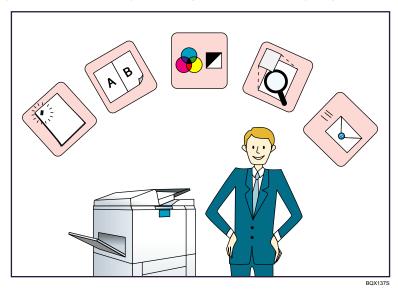
You can search for a procedure either by keyword or by what you want to do.

Searching by What You Want to Do

You can search for a procedure by what you want to do.

I Want to Change the Default Settings to Reflect the Settings I use Most

This section explains the functions and procedures you can use to set frequently-used settings as defaults.



Registering frequently-used copy job settings as default settings

 \Rightarrow See "Registering the Initial Display's Default Functions", Copy and Document Server Reference \bigcirc .

Registering frequently-used editing settings as default settings

 \Rightarrow See "Registering the Initial Display's Default Functions", Copy and Document Server Reference \bigcirc .

Registering frequently-used paper settings for each tray

 \Rightarrow See "Items of Tray Paper Settings", Network and System Settings Guide @.

I Want to Convert Documents to Electronic Formats Easily!

This section explains the functions and procedures you can use to convert documents to electronic formats easily.



Sending scan files

 \Rightarrow See "Basic Procedure for Sending Scan Files by E-mail", Scanner Reference 0.

Sending the URL of the folder in which scan files are stored

 \Rightarrow See "Sending the URL by E-mail", Scanner Reference 3.

Storing scan files in a shared folder

⇒ See "Basic Procedure When Using Scan to Folder", Scanner Reference◎.

Managing and using documents converted to electronic formats (Document Server)

⇒ See "Relationship between Document Server and Other Functions", Copy and Document Server Reference .

I Want to Operate the Machine More Effectively!

This section explains the functions and procedures that you can use to operate the machine more effectively.



Registering and using frequently-used settings (Program)

- \Rightarrow See "Registering Frequently Used Functions", Copy and Document Server Reference \bigcirc \bigcirc .
- \Rightarrow See "Registering Frequently Used Settings", Scanner Reference 0 .

Registering destinations in the address book (using the control panel)

 \Rightarrow See "Registering a Directly-Entered Destination in the Address Book", Scanner Reference 3.

Searching by Keyword

You can search for a procedure by keyword.

Paper

I want to load paper.

⇒ p.81 "Loading Paper"

I want to change the paper size.

 \Rightarrow p.99 "Changing the Paper Size"

I want to know what the paper specifications are.

⇒ p.110 "Recommended Paper Sizes and Types"

The paper has jammed.

⇒ See "Removing Jammed Paper", Troubleshooting To.

I want to change the initial paper settings.

 \Rightarrow See "Items of Tray Paper Settings", Network and System Settings Guide @ .

Register/Change/Delete

I want to register an e-mail address.

⇒ See "Registering an E-mail Destination", Network and System Settings Guide .

I want to register an SMB folder.

 \Rightarrow See "Registering Names to a Group", Network and System Settings Guide 0.

I want to register multiple addresses as a group.

 \Rightarrow See "Registering an SMB Folder", Network and System Settings Guide 0.

I want to register frequently-used copy functions.

 \Rightarrow See "Registering Frequently Used Functions", Copy and Document Server Reference $\widehat{\mathbb{I}}$ $\widehat{\mathbb{O}}$.

Saddle Stitch/Punch/Covers

I want the initial to display to feature the saddle stitch settings I use most.

 \Rightarrow See "Input/Output", Copy and Document Server Reference $\widehat{\mathbb{I}}$ \mathbb{O} .

I want the initial display to feature the punch types I use most.

 \Rightarrow See "Input/Output", Copy and Document Server Reference $\widehat{\mathbb{D}}$ $\widehat{\mathbb{Q}}$.

I want the initial display to feature the cover settings that I use most.

 \Rightarrow See "Edit", Copy and Document Server Reference \bigcirc \bigcirc .

Check

I want to check the settings for scanning and sending files before sending a scan file.

⇒ See "Check Modes", Scanner Reference.

I want to check the scan image before sending it.

⇒ See "Preview", Scanner Reference.

I want to view the transmission result.

⇒ See "Scanned Files Status", Scanner Reference .

Install

I want to install the printer driver so I can use the SmartDeviceMonitor for Client port.

 \Rightarrow See "Using the Smart Device Monitor for Client Port", Printer Reference 3.

I want to install the printer driver so I can use the Standard TCP/IP port.

 \Rightarrow See "Using the Standard TCP/IP Port", Printer Reference \odot .

I want to install the printer driver so I can use a Windows Network Printer.

 \Rightarrow See "Using as a Windows Network Printer", Printer Reference 3.

I want to install the printer driver so I can use the machine by USB.

⇒ See "Installing the Printer Driver Using USB", Printer Reference.

2. Getting Started

This chapter describes how to start using this machine.

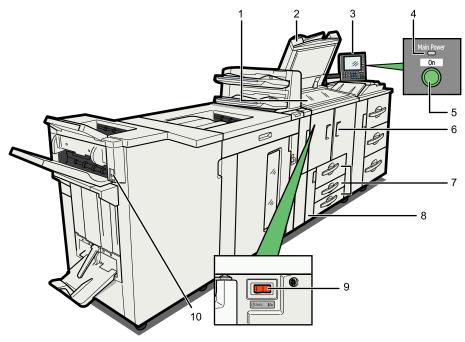
Guide to Components

This section introduces the names and functions of the components.



 Do not obstruct the ventilation holes by placing objects near them or leaning things against them. If the machine overheats, a fault might occur.

Front view



BQX161S

1. Exposure glass

Place originals face down here.

2. Auto Document Feeder (ADF)

If you load a stack of originals in the ADF, the ADF will automatically feed the originals one by one. This document feeder can be used for two-sided originals.

3. Control panel

See "Control Panel".

4. Main power indicator

The main power indicator goes on when you turn on the main power switch.

5. Operation switch

Press to turn the power on (the operation switch indicator lights up). To turn the power off, press again (the operation switch indicator goes off).

See "Turning On/Off the Power".

6. Front cover

Open to access the inside of the machine.

7. Paper trays (Trays 1-3)

Load paper here.

Tray 1 is a tandem tray where paper on the left side automatically moves to the right when paper there has run out.

8. Toner cover

Open to change the toner container.

9. Main power switch

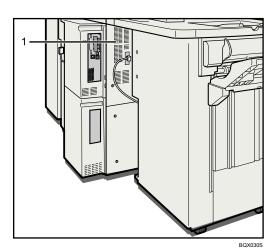
If the machine does not operate after turning on the operation switch, check if the main power switch is turned on. If it is off, turn it on.

See "Turning On/Off the Power".

10. Suspend/Resume switch

Press to momentarily stop copying. Pressing again resumes the stopped operation.

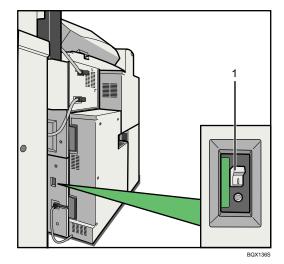
Rear right view



1. Ventilation holes

Prevent overheating.

Rear left view



1. Earth leakage breaker

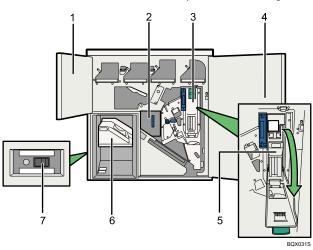
Protects users from electric shock. For details about checking the earth leakage breaker, see "Checking the Earth Leakage Breaker".

Reference

- p.63 "Control Panel"
- p.76 "Turning On/Off the Power"
- p.168 "Checking the Earth Leakage Breaker"

Guide to Components of the Ring Binder

This section introduces the names and functions of the components of the ring binder.



1. Ring binder front left cover

Open to clear a paper jam.

2. Comb binding punch receptacle

Collects the waste created by ring binding.

For details about how to remove the punch waste, see "Removing Punch Waste", Troubleshooting.

3. Comb cartridge cover

Open to access the ring comb cartridge.

4. Ring binder front right cover

Open this cover to clear a paper jam or refill the ring comb cartridge.

5. Ring comb cartridge

Contains ring combs. For details about how to insert the ring combs, see "Replacing Ring Combs".

6. Ring binder tray

Ring bound or punched sheets are delivered here.

7. Earth leakage breaker

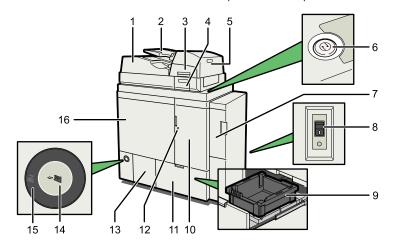
Protects users from electric shock. For details about checking the earth leakage breaker, see "Checking the Earth Leakage Breaker".

■ Reference

- p.132 "Replacing Ring Combs"
- p.168 "Checking the Earth Leakage Breaker"

Guide to Components of the Perfect Binder

This section introduces the names and functions of the components of the perfect binder.



BQX032S

1. Perfect binder upper left cover

Open to clear a paper jam.

2. Perfect binder interposer

Load the cover sheets here. For details about how to load cover sheets, see "Loading Cover Sheets into the Perfect Binder Interposer".

3. Perfect binder interposer unit

Open to clear a paper jam.

4. Glue container

Contains the glue used for perfect binding.

For details about how to fill this container, see "Filling the Glue Container".

5. Perfect binder interposer cover

Open to clear a paper jam.

6. Glue temperature adjustment key

Press this to adjust the glue temperature. The indicator shows the status of the glue temperature:

Lit: heating is finished and you can begin binding

Unlit: the glue will be fully heated in about six and a half minutes at the most

Flashing: the glue is being heated

7. Bridge unit front cover

Open to clear a paper jam.

8. Earth leakage breaker

Protects users from electric shock. For details about checking the earth leakage breaker, see "Checking the Earth Leakage Breaker".

9. Waste paper receptacle

Collects the waste created by perfect binding. For details about how to remove the paper waste, see "Removing Waste Paper", Troubleshooting.

10. Perfect binder front right cover

Open to clear a paper jam.

11. Perfect binder lower right tray

Open to access the waste paper receptacle.

12. LED

Indicates the status of the front right and front left covers:

Unlit: unlocked

Lit: locked

13. Perfect binder lower left tray

Perfect bound booklets are delivered here. Press the delivery key to open this tray.

14. Delivery key

Press this to open the perfect binder lower left tray. The indicator shows the status of the perfect binder lower left tray:

Unlit: In standby mode.

Lit: There are booklets in the tray. Press this key to remove them.

Flashing: The tray mechanism is in operation.

15. Status indicator

This indicator shows the status of the binding process:

Unlit: binding is suspended

Lit: binding is in progress

16. Perfect binder front left cover

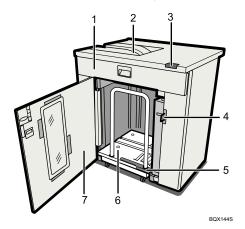
Open to clear a paper jam.

■ Reference

- p.93 "Loading Cover Sheets into the Perfect Binder Interposer"
- p.135 "Filling the Glue Container"
- p.168 "Checking the Earth Leakage Breaker"

Guide to Components of the Stacker

This section introduces the names and functions of the components of the stacker.



1. Stacker Upper Cover

Open to clear a paper jam.

2. Stacker Upper Tray

Copies and prints are delivered here.

3. Stacker Control Panel

For details about the stacker control panel, see "Stacker Control Panel".

4. Padlock loops

Allows you to secure the stacker front cover with a padlock, preventing unauthorized persons accessing the stacker's interior. For details about locking the stacker front cover, see "Locking the Stacker Front Cover".

5. Paper Press

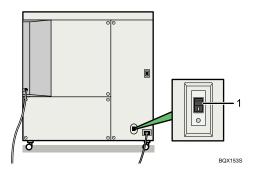
This holds paper in place while it is being transported on the handcart.

6. Handcart (Stacker Tray)

Output paper is collected here. The handcart and stacker tray combine to form a single unit. The stacker tray receives the output paper, and the handcart allows you to transport it.

7. Stacker Front Cover

Open to clear a paper jam and to load and unload the handcart.



1. Earth Leakage Breaker

Protects users from electric shock. For details about checking the earth leakage breaker, see "Checking the Earth Leakage Breaker".



• If a second stacker is installed, the main control panel displays the following tray names:

Component Position	Tray Name	
First Stacker, Stacker Upper Tray	Stacker Tray 1	
First Stacker, Stacker Tray	Stacker Tray 2	
Second Stacker, Stacker Upper Tray	Second (2nd) Stacker Tray 1	
Second Stacker, Stacker Tray	Second (2nd) Stacker Tray 2	

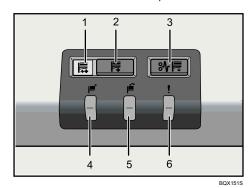
Reference

- p.58 "Stacker Control Panel"
- p.156 "Locking the Stacker Front Cover"

• p.168 "Checking the Earth Leakage Breaker"

Stacker Control Panel

This section introduces the names and functions of the components of the stacker's control panel.



1. Tray Moving Indicator

This flashes green when the stacker tray is moving up or down. When the stacker tray has moved all the way up and is in the standby state, the indicator turns off. When the stacker tray has moved all the way down, the indicator lights up green.

2. Tray Lowering Button

Press this button to lower the tray. The tray cannot move if the stacker front cover is open.

3. Paper Jam Button

This lights red when a paper jam occurs. Pressing this button lowers the stacker tray into the paper removal position.

4. Stacker Collecting Indicator

This lights green when the stacker tray is collecting output paper.

5. Stacker Full Indicator

This lights red when the stacker tray is full.

6. Error Indicator

This lights to indicate one or more of the following errors:

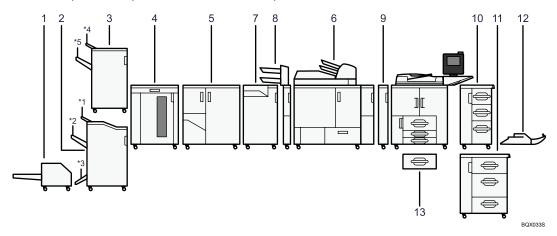
- The handcart is not properly set.
- The stacker front cover is open.
- Jammed paper is still inside the stacker.

Options

This section introduces the names and functions of main optional parts.

External options

This section provides explanations about external options.



1. Trimmer Unit TR5020

Cuts the fore edge of the book block after the book block is saddle stitched.

2. Booklet Finisher SR5020

Sorts, stacks, staples and punches multiple sheets of paper. The saddle stitch function can staple the copies in the center and fold them into booklets.

- *1 Finisher upper tray
- *2 Finisher shift tray
- *3 Finisher booklet tray

3. Finisher SR5000

Sorts, stacks, staples and punches multiple sheets of paper.

- *4 Finisher upper tray
- *5 Finisher shift tray

4. High Capacity Stacker SK5010

Stacks 5,250 sheets of paper.

You can install two stackers.

5. Ring Binder RB5000

Binds sheets with a ring comb.

6. Perfect Binder GB5000

Perfect binds a booklet.

7. Multi-Folding Unit FD5000

The Multi-Folding Unit can apply the following folds: Half Fold, Letter Fold-out, Letter Fold-in, Double Parallel Fold, Gate Fold, and Z-fold.

To use the Multi-Folding Unit, the Finisher SR5000 or the Booklet Finisher SR5020 is required.

8. Interposer

Inserts cover or slip sheets into the copied or printed paper.

9. Decurl Unit DU5000

Flattens curls from sheets to prevent paper jams.

10. Large Capacity Tray (LCT)

Holds 4,550 sheets of paper.

11. Wide Large Capacity Tray (Wide LCT)

Holds 4,000 sheets of A3/11 × 17 or larger paper.

12. Multi bypass tray (Tray 7)

Use when copying or printing onto a thick paper, OHP transparency, and custom size paper.

13. A3/11 × 17 tray unit

You can load A3 \square or 11 × 17 \square paper in Tray 1 using this unit. If you install the A3/11 × 17 tray unit on your machine, you cannot use it as a tandem tray.



- The punch function is not available on Type 3 model that is equipped with the Finisher SR5000.
- Only one of the following options can be installed on the machine at any one time:
 - With Finisher SR5000

Stacker, Ring Binder, or Perfect Binder

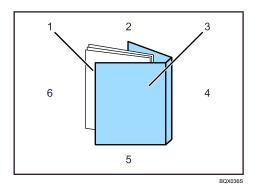
• With Booklet Finisher SR5020

Ring Binder or Perfect Binder

- The machine cannot support two stackers if any of the following options is installed:
 - Ring Binder
 - · Multi-Folding Unit
 - Perfect Binder
 - Finisher SR5000

Guide to perfect bound booklets

This section defines important terms that will help you better understand perfect binding.



1. Book block

The bulk of the booklet, enclosed by the cover sheet.

2. Head edge

The edge that forms the booklet's top end.

3. Cover

The sheet enclosing the book block.

4. Spine

The booklet's bound edge.

5. Tail edge

The edge that forms the bottom end of the booklet.

6. Fore edge

The edge that forms the booklet's opening side.

Internal options

This section describes the options that can be installed in the machine.

• Printer/Scanner unit

Allows you to use the printer and scanner functions.

• HDD Encryption Unit

Allows you to encrypt data that is stored on the hard disk.

VM card

With this card, you can install embedded software architecture applications.

• Browser Unit

You can use this function to display data from the server in HTML format on the machine's control panel. You can also use this function to send scan files from the control panel.

• IEEE 1284 Interface Board

Allows you to connect to an IEEE 1284 cable.

• Wireless LAN board

Allows you to install a wireless LAN interface.

• Bluetooth interface unit

Allows you to expand the interface.

• Gigabit Ethernet (1000BASE-T)

Allows you to communicate over 1000BASE-T.

• File Format Converter

Allows you to download documents from the Document Server stored by copier and printer functions.

See "Downloading Stored Documents with Web Image Monitor", Copy and Document Server Reference .

• Copy Data Security Unit

If a document containing embedded text for unauthorized copy guard is copied, protected pages are grayed out in the copy.

• DataOverWriteSecurity Unit

Allows you to erase data that is stored on the hard disk.

Copy Connector

Allows you to use the connect copy function.



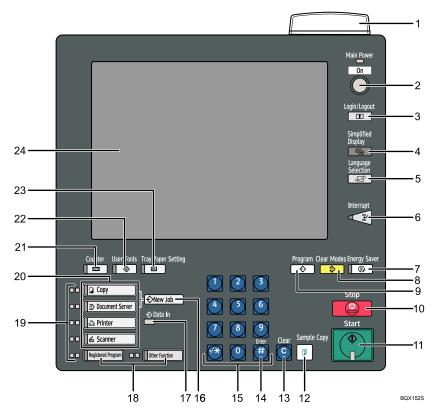
 Only one of the following options can be installed on the machine at any one time: IEEE 1284 interface board, Wireless LAN board, Bluetooth interface unit, Gigabit Ethernet.

Control Panel

This section introduces the names and functions of the control panel's components.



 Do not turn off the main power switch if the operation switch indicator is lit or flashing. Doing so may damage the hard disk.



1. Status indicator

Displays the machine's current status. By default, this indicator is off (unlit). You can select whether or not it is lit.

- Off: The main power switch is turned off or ready to make copies.
- Flashing green: Scanning originals.
- Lit green: Copying (ready to scan originals), printing data or printing the scanner journal.
- Flashing red: Toner has nearly run out.
- Lit red: Paper jam or other malfunction.

If the status indicator is lit red, paper jam has occurred in the current copy job. Bring up the current job screen.

2. Operation switch

Press to turn the power on (the operation switch indicator will light up). To turn the power off, press this switch again (the operation switch indicator goes off). See "Turning On/Off the Power".

3. [Login/Logout] key

Press to log in or out of the system.

4. [Simplified Display] key

Press to go to the Simplified Display screen. See "Simplified Display".

5. [Language Selection] key

Press to change the language of the display.

6. [Interrupt] key

Press to make interrupt copies during a copy run. See "Interrupt Copy", Copy and Document Server Reference 3.

7. [Energy Saver] key

Press to switch the machine into and out of Low Power mode. See "Saving Energy".

8. [Clear Modes] key

Press to clear the current settings.

9. [Program] key (copier and scanner mode)

Press to register frequently used settings, or to recall registered settings.

10. [Stop] key

Press to stop a job in progress.

11. [Start] key

Press to start copying, or to scan or print documents stored on the Document Server.

12. [Sample Copy] key

Press to make a single set of copies or prints to check for print quality before making multiple sets. See "Sample copy", Copy and Document Server Reference 🗊 🚳.

13. [Clear] key

Press to delete an entered number.

14. [#] key (Enter key)

Press to confirm values entered or items specified.

15. Number keys

Use to enter the numbers.

16. [New Job] key

Use this key to set up the next copy job while a copy job or storing data in the Document Server is in progress.

17. Data In indicator (printer mode)

Lights up when the printer is receiving data.

18. [Registered Program] key/[Other Function] key

Calls up registered functions.

19. Function status indicators

These show the status of the functions.

- · Green: active.
- Red: interrupted. Press the function key to change the display, and then follow the instructions that appear.

20. Function keys

Press to display the operation screen of one of the following functions:

- Copy
- Document Server
- Printer
- Scanner

The indicator of the selected function goes on. See "Changing Modes".

21. [Counter] key

Press to check or print the counter value. See "Counter".

22. [User Tools] key

Press to change the default settings and conditions to meet your requirements. See "System Settings", Network and System Settings Guide.

23. [Tray Paper Setting] key

Specify settings for the paper tray. See "Tray Paper Settings", Network and System Settings Guide .

24. Display panel

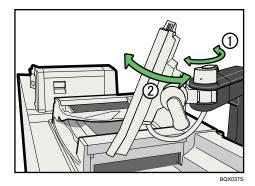
Shows function menus, error messages, and the machine's operation status. See "Display Panel".

Reference

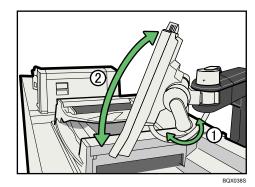
- p.67 "Display Panel"
- p.67 "Simplified Display"
- p.74 "Changing Modes"
- p.76 "Turning On/Off the Power"
- p.78 "Saving Energy"
- p.165 "Counter"

Adjusting the Angle of the Control Panel

Use the following procedures to adjust the angle of the control panel for easier use.



- 1. Turn the handle to the left to unlock the horizontal joint securing the control panel.
- 2. Position the control panel at the horizontal angle that you require. Turn the handle to the right to lock the joint.



- 1. Turn the handle upward to unlock the vertical joint securing the control panel.
- 2. Position the control panel at the vertical angle that you require. Turn the handle downward to lock the joint.

Display Panel

The display panel shows machine status, error messages, and function menus.



 Don't apply strong impact or force to the screen. Or it may be damaged. Maximum force allowable is approx. 30N (approx. 3 kgf). (N = Newton, kgf = Kilogram force. 1 kgf = 9.8N.)

The function items displayed serve as selector keys. You can select or specify an item by lightly pressing them

When you select or specify an item on the display panel, it is highlighted like habitat / blass. Keys appearing as cannot be used.

The copy display is set as the default screen when the machine is turned on.





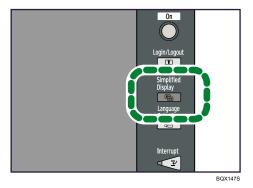
The display panels shown in this manual's illustrations are taken from a machine on which all options
are installed.

Simplified Display

This section explains how to switch to the simplified display.

When you press the [Simplified Display] key, the screen changes from the initial display to the simplified display.

Letters and keys are displayed at a larger size, making operations easier.



Example of a simplified display

This illustration shows the copier function's simplified display.



1. [Key Color]

Press to increase screen contrast by changing the color of the keys. This is available only for the simplified display.

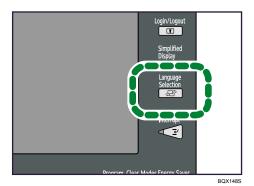


- To return to the initial display, press the [Simplified Display] key again.
- Certain keys do not appear on the simplified display.

Changing the Display Language

You can change the language used on the display. English is set as default.

1. Press the [Language Selection] key.





• If you want to return the display language to "English", repeat the step above.

When the Authentication Screen is Displayed

This section explains the authentication screen.



- Ask the user administrator for the login user name, login password, and user code. For details about user authentication, contact your administrator.
- User code to enter on User Code Authentication is the numerical value registered in the address book as "User Code".

If Basic Authentication, Windows Authentication, LDAP Authentication, or Integration Server Authentication is active, the authentication screen appears on the display. The machine only becomes operable after entering your own login user name and login password. If User Code Authentication is active, you cannot use the machine until you enter the user code.

If you can use the machine, you can say that you are logged in. When you go out of the operable state, you can say that you are logged out. After logging in the machine, be sure to log out of it to prevent unauthorized usage.



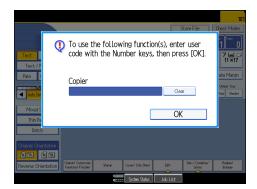
• If authentication fails, the "Authentication has failed." message appears. Check that the login user name and login password are correct.

User Code Authentication (Using the Control Panel)

This section explains the procedure for logging in to the machine using the control panel while User Code Authentication is active.

If User Code Authentication is active, a screen prompting you to enter a user code appears.

1. Enter a user code (up to eight digits), and then press [OK].





• To log off, do one of the following:

- Press the operation switch.
- Press the [Energy Saver] key after jobs are completed.

User Code Authentication (Using a Printer Driver)

This section explains the procedure for logging in to the machine using a printer driver while User Code Authentication is active.

If User Code Authentication is active, specify the user code in the printer properties of the printer driver. For details, see the printer driver Help.



• When logged in through User Code Authentication, you do not have to log out.

Login (Using the Control Panel)

This section explains the procedure for logging in to the machine when Basic Authentication, Windows Authentication, LDAP Authentication, or Integration Server Authentication is set.

1. Press [Login].



2. Enter a login user name, and then press [OK].



3. Enter a login password, and then press [OK].



When the user is authenticated, the screen for the function you are using appears.



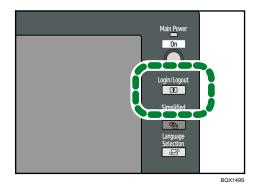
• If authentication fails, the "Authentication has failed." message appears. Check that the login user name and login password are correct.

Logout (Using the Control Panel)

This section explains the procedure for logging out the machine when Basic Authentication, Windows Authentication, LDAP Authentication, or Integration Server Authentication is set.



- To prevent use of the machine by unauthorized persons, always log out when you have finished using the machine.
- 1. Press the [Login/Logout] key.



2. Press [Yes].



Login (Using a Printer Driver)

This section explains the procedure for logging in to the machine using a printer driver.

If Basic Authentication, Windows Authentication, LDAP Authentication, or Integration Server Authentication is active, make encryption settings in the printer properties of the printer driver, and then specify a login user name and password. For details, see the printer driver Help.



• When logged in using a printer driver, you do not have to log out.

Login (Using Web Image Monitor)

This section explains the procedure for logging in to the machine via Web Image Monitor.

- 1. Click [Login].
- 2. Enter a login user name and password, and then click [Login].



• For user code authentication, enter a user code in [User Name], and then click [OK].

Logout (Using Web Image Monitor)

This section explains the procedure for logging out the machine via Web Image Monitor.

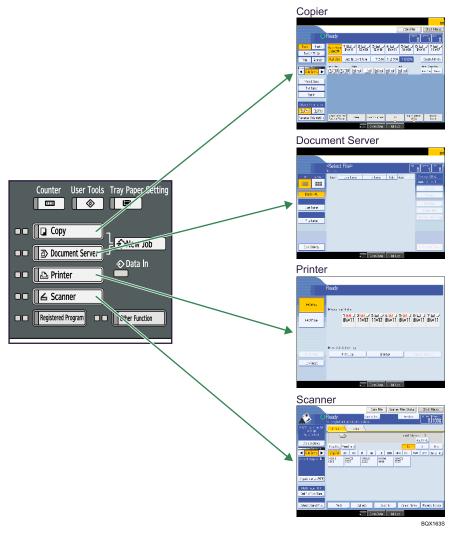
1. Click [Logout] to log out.



• Delete the cache memory of a Web browser after logging out.

Changing Modes

This section explains how to change modes.



- **U** Note
 - You cannot switch modes in any of the following situations:
 - When accessing User Tools / Counter / Inquiry
 - During interrupt copying
 - While scanning an original
 - The copy display is set as the default screen when the machine is turned on. You can change this
 default setting under Function Priority. See "System Settings", Network and System Settings Guide
 .

System Reset

This section explains System Reset.

After finishing a job, the machine waits a specified length of time and then restores its settings to the default values specified under Function Priority. This function is called "System Reset". For the procedure for specifying default settings under Function Priority, see "System Settings", Network and System Settings Guide .

To change the length of time that the machine waits before restoring its settings to their default values, use the System Auto Reset Timer setting. See "System Settings", Network and System Settings Guide.

Turning On/Off the Power

This section discusses how to turn on/off the power.

Power connection

Confirm how much power the options draw, and then plug them into an outlet that is nearby but separate from the outlet that the main machine is plugged into.

Power supply

This machine has two power switches: operation switch and main power switch.

- Operation switch (right side of the control panel)
 Press to activate the machine. When the machine has finished warming up, you can make use of each function.
- Main power switch (inside the front left cover)
 Turning off this switch makes the main power indicator on the right side of the control panel go off. When this is done, machine power is completely off. Use this switch only when necessary.



This machine automatically enters Energy Saver mode or turns itself off if you do not use it for a while.
 To specify the time that the machine waits before it enters Energy Saver mode and/or turns itself off, configure the Energy Saver Timer and/or Auto Off Timer setting, respectively. See "System Settings", Network and System Settings Guide .

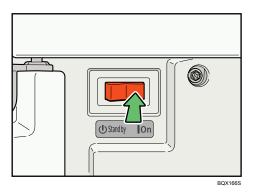
Turning On the Main Power

This section explains how to turn on the main power.



- Do not turn off the main power switch immediately after turning it on. Doing so may result in damage to the hard disk or memory, leading to malfunctions.
- 1. Make sure the power cord is firmly plugged into the wall outlet.
- 2. Open the front left cover, and turn on the main power switch.

The main power indicator goes on.



3. Close the front left cover.



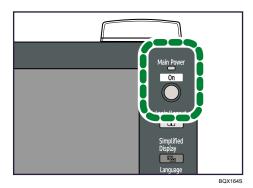
After you switch the main power on, a screen may appear to indicate that the machine is initializing.
 Do not switch the power off during this process. Initialization takes about three minutes.

Turning On the Power

This section explains how to turn on the power.

1. Press the operation switch.

The operation switch indicator goes on.



UNote

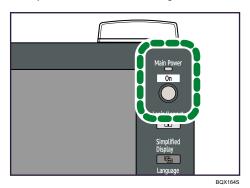
• If the power does not come on when the operation switch is pressed, check the main power switch is on. If it is off, turn it on.

Turning Off the Power

This section explains how to turn off the power.

1. Press the operation switch.

The operation switch indicator goes off.





- Even if you press the operation switch, the operation switch indicator does not go out, but blinks in the following cases:
 - During communication with external equipment.
 - When the hard disk is active.

Turning Off the Main Power

This section explains how to turn off the main power.



- Do not turn off the main power switch when the operation switch indicator is lit or blinking. Doing so may result in damage to the hard disk or memory.
- Make sure to turn off the main power switch before pulling out the power plug. Not doing so may
 result in damage to the hard disk or memory, leading to malfunctions.
- After turning off the main power switch, wait for three seconds or more before turning it on again.
- 1. Make sure the operation switch indicator is not lit.
- Open the front left cover, and then turn off the main power switch.
 The main power indicator goes out.
- 3. Close the front left cover.

Saving Energy

This section explains the machine's energy saving functions.

This machine has the following energy saving functions.

Energy Saver

If you do not use the machine for a certain period after an operation, or when you press the [Energy Saver] key, the display disappears and the machine goes into Energy Saver mode. When you press the [Energy Saver] key again, the machine returns to the ready condition. The machine uses less electricity in Energy Saver mode.

You can change the amount of time the machine waits before switching to Energy Saver mode after copying has finished or the last operation is performed under Energy Saver Timer.

Auto Off

The machine automatically turns itself off when the job is finished, after a certain period of time has elapsed. This function is called "Auto Off".

You can change the Auto Off time under Auto Off Timer.



- See "System Settings", Network and System Settings Guide .
- The Energy Saver and Auto Off functions will not operate in the following cases:
 - When a warning message appears
 - When the service call message appears
 - When paper is jammed
 - When the cover is open
 - When the "Add Toner" message appears
 - · When toner is being replenished
 - When the User Tools/Counter/Inquiry screen is displayed
 - When fixed warm-up is in progress
 - When data is being processed
 - When operations are suspended during printing
 - When a recipient is being registered in the address list
 - When the Data In indicator is on or blinking
 - When the screen of stored document under the printer function is displayed
 - When the sample print, locked print, or hold print screen is displayed

3. Adding Paper

This chapter describes recommended paper sizes and types, and how to load paper into the paper tray.

Loading Paper

This section describes how to load paper into the paper tray.



• When loading paper, take care not to trap or injure your fingers.

U Note

- Fan the paper before loading.
- Straighten curled or warped paper before loading.
- When paper in trays that are set to automatically eject unnecessary tab stock sheets runs out, reload the tab stock from the beginning of the cycle (the first sheet).
- For details about paper sizes and types, see "Recommended Paper Sizes and Types".

Reference

• p.110 "Recommended Paper Sizes and Types"

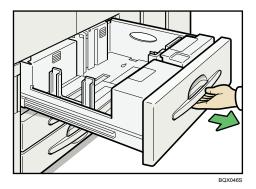
Loading Paper into Tray 1 (Tandem Tray)

This section describes how to load paper into Tray 1 (Tandem tray).

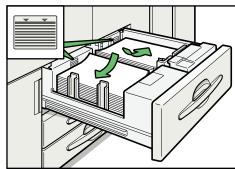
Important

- When paper loaded in the right side of Tray 1 runs out, paper on the left is automatically shifted to
 the right. While the paper is moving, a message instructing you to wait appears. Do not pull out the
 tray at this time.
- For the right stack, align the right edge of the copy paper with the right edge of the tray. For the left stack, align the left edge of the copy paper to the left edge of the tray.
- Tray 1 uses only $8^{1}/_{2} \times 11^{\square}$ paper. If you want to load A4 \square , contact your service representative.
- Do not stack paper over the limit mark.

1. Carefully pull out the paper tray until it stops.

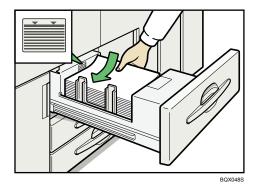


- 2. Square the paper and load it print side down.
 - Whole tray pulled out



BQX047S

• Left half of the tray pulled out



3. Carefully push the paper tray fully in.



- You can load paper even while making copies from Tray 1. You can pull out the left half of the tray while copying is in.
- Load the same size and orientation paper in the other half of the tray.

3

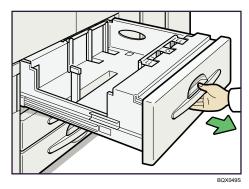
• Each tray can hold up to 1,100 sheets of paper.

Loading Paper into the A3/11 × 17 Tray Unit

This section describes how to load paper into the A3/11 \times 17 tray unit.

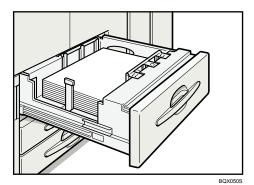


- To use the A3/11 × 17 tray unit, you must replace Tray 1.
- A3/11 × 17 tray unit uses only 11 × 17 □ paper. If you want to load A3 □, A4 □□, B4 JIS (Japanese Industrial Standard) □, 8¹/₂ × 14 □, or 8¹/₂ × 11 □□, contact your service representative.
- Make sure that the paper stack is flush to the right side fence.
- Do not stack paper over the limit mark.
- 1. Carefully pull out the paper tray until it stops.



2. Place the paper in the tray along the edge on the left.

Load the paper print side down.



3. Carefully push the paper tray fully in.

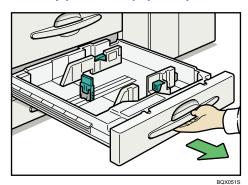


• The tray can hold up to 1,100 sheets.

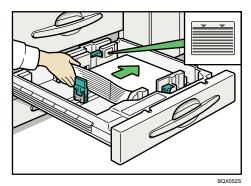
Loading Paper into Tray 2 and 3

This section describes how to load paper into Tray 2 and 3.

- Various sizes of paper can be loaded in Tray 2 and 3 by adjusting the positions of side fence and end fence.
- Check the paper edges are aligned at the right side.
- Do not stack paper over the limit mark.
- 1. Carefully pull out the paper tray until it stops.



2. Square the paper and load it print side down.



3. Carefully push the paper tray fully in.



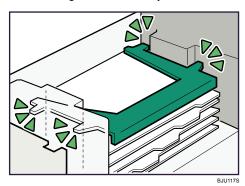
- If you load a paper size that is not selected automatically, you will need to specify the paper size with the control panel.
- The tray can hold up to 550 sheets.

3

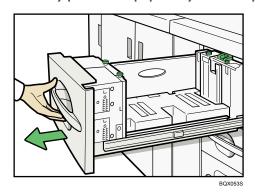
Loading Paper into the Large Capacity Tray

This section describes how to load paper into the LCT.

- The LCT is identified as Tray 4, Tray 5, and Tray 6.
- Various sizes of paper can be loaded in Tray 4 and Tray 5 by adjusting the positions of side fence and end fence.
- Tray 6 uses 8¹/₂ × 11[□] paper. If you want to load A5[□]□, B5 JIS□, A4□, 5¹/₂ × 8¹/₂□□, contact your service representative.
- Check the paper edges are aligned at the left side.
- Do not stack paper over the limit mark.
- When setting tab stock, always use the tab sheet holder.



- Tab stock can be loaded only in Tray 4 and Tray 5.
- 1. Carefully pull out the paper tray until it stops.



Load paper into the paper tray by pushing it against to the left side of the paper tray.Load the paper print side up.



3. Carefully push the paper tray fully in.

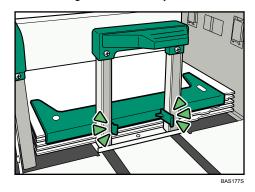


• The tray can hold up to 1,000 sheets in Tray 4 and Tray 5, and 2,550 sheets in Tray 6.

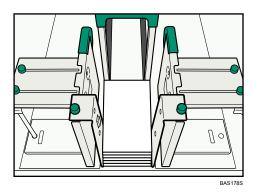
Loading Paper into the Wide Large Capacity Tray

This section describes how to load paper into the Wide LCT.

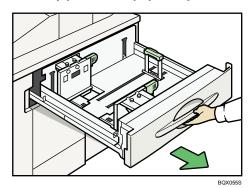
- The Wide LCT is identified as Tray 4, Tray 5, and Tray 6.
- Various sizes of paper can be loaded in the Wide LCT by adjusting the positions of side fence and end fence.
- Check the paper edges are aligned at the left side.
- Do not stack paper over the limit mark.
- When setting tab stock, always use the tab sheet holder.



When loading the Wide LCT with paper that is 100 ⁻ 139.7 mm (4.0 ⁻ 5.5 inches) long, always use
the special side fence.

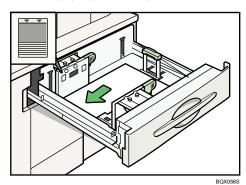


1. Carefully pull out the paper tray until it stops.



2. Load paper into the paper tray by pushing it against to the left side of the paper tray.

Load the paper print side up.



3. Carefully push the paper tray fully in.



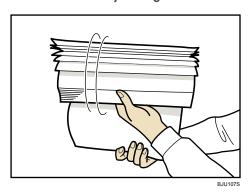
- The tray can hold up to 1,000 sheets in Tray 4 and 6, and 2,000 sheets in Tray 5.
- If you load paper that cannot be automatically detected, specify its size using the control panel.

Fanning the Paper

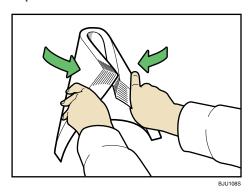
This section explains how to fan a stack of paper before you load it in a paper tray.

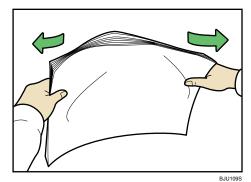


- If you are loading coated paper in the Wide LCT, it is important that you fan the sheets thoroughly. Misfeeds may occur if paper is not fanned thoroughly.
- 1. Loosen the stack by riffling the sheets.

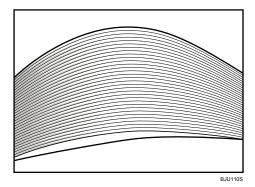


2. Holding its shorter ends, flex the stack back and forth to create space between the sheets. Repeat this several times.





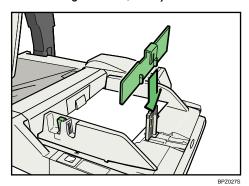
3. Make sure there is space between the sheets.



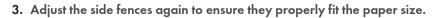
Loading Paper into the Multi Bypass Tray (Tray 7)

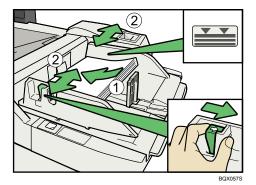
This section describes how to load paper into the multi bypass tray (Tray 7).

- Check the paper edges are aligned at the left side.
- The maximum number of sheets you can load into the multi bypass tray (Tray 7) depends on paper type. The number should not exceed the upper limit.
- When setting tab stock, always use the back fence.

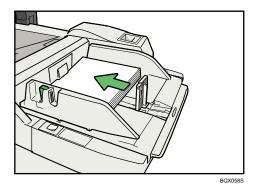


- 1. Set the side fences to the paper size.
- Place paper in the multi bypass tray (Tray 7). Load paper print side up.

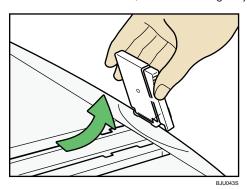




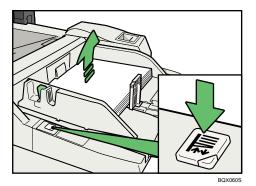
4. Set the end fence.



To remove the end fence, slide it to the right by pressing the stopper down.



5. Press the elevator switch on the multi bypass tray (Tray 7).



The green lamp of the elevator switch is blinking while the paper table is going up and down, and keeps lit when it stops.

Press the elevator switch to move down the paper table if you want to either add paper or remove jammed ones.



- The tray can hold up to 500 sheets.
- For details about using the multi bypass tray (Tray 7), see "Using the Multi Bypass Tray (Tray 7)", Copy and Document Server Reference .

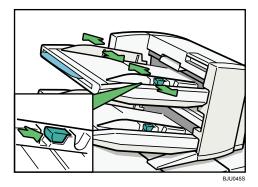
Loading Paper in the Interposer

This section describes how to load paper into the interposer.

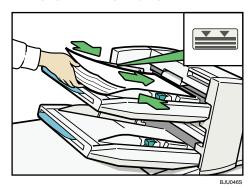


- Load paper on the side already printed (the front side). If you are using the Booklet Finisher SR5020, load sheets print side down.
- Load paper in the interposer in the same orientation as paper in the paper tray.
- The staple or punching location will be on the left side of the paper, when you are facing the machine.
- Do not place anything on top of or leave documents on the sensor. This may lead to the paper size not being correctly scanned or paper jams.
- When using the folding functions, the paper in the interposer must be of the same size as the prints
 after they have been folded. If the paper in the interposer is larger than the folded sheets, a misfeed
 might occur.
- Do not stack paper over the limit mark.
- Do not use paper that has already been printed onto by this machine.





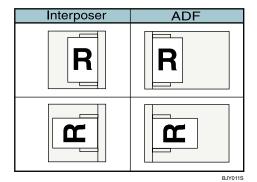
2. Load paper orderly. Tightly fit the side fences to the loaded paper.



When loading paper larger than A4, draw out the paper extender.



- Each tray can hold up to 200 sheets of paper.
- If you load a paper size that is not selected automatically, you will need to specify the paper size with the control panel.
- To set the paper in the interposer, align the orientation of originals in the ADF as shown below.



3

Loading Cover Sheets into the Perfect Binder Interposer

This section describes how to load cover sheets into the perfect binder interposer.

Estimating the thickness of a booklet's spine (Back edge)

This section explains how to calculate approximate spine thickness and cover sheet length/size.

Note that the length/size of a cover sheet depends on the thickness of the book block's spine.

The following list shows examples for A4 size or Letter ($8^{1}/_{2} \times 11$), 80 g/m² (20 lb. Bond) (10-micron) paper:

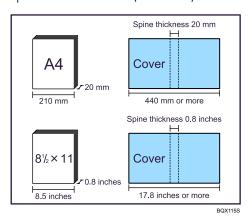
- 10-sheet book block: 1 mm (0.04 inches)
- 30-sheet book block: 3 mm (0.12 inches)
- 50-sheet book block: 5 mm (0.20 inches)
- 80-sheet book block: 8 mm (0.32 inches)
- 100-sheet book block: 10 mm (0.40 inches)
- 200-sheet book block: 20 mm (0.80 inches)

Specify the cover sheet size based on the thickness of the book block's spine. Use the following equation to calculate the length of the cover sheet:

Minimum length of cover sheet $(mm/in) = "length of book block sheet <math>(mm/in)" \times 2 + "thickness of spine (mm/in)"$

To perfect bind a booklet of the following dimensions, specify a cover sheet length of 440 mm (17.4 inches) or longer:

- 200-sheet book block: A4 or Letter ($8^{1}/_{2} \times 11$)
- Spine thickness: 20 mm (0.8 inches)



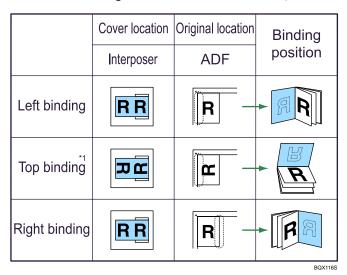


You cannot perfect bind a booklet if the thickness of the book block's spine exceeds 23 mm (0.9 inches).

Orientation and binding position of covers and originals

This section explains the orientation and binding positions of covers and originals.

Place covers and originals in their natural orientation (i.e. the orientation in which they would be read).



* 1 Select unreadable orientation in Original Orientation and then select Top binding.

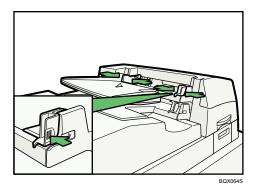
Loading cover sheets

This section describes how to load cover sheets into the perfect binder interposer.

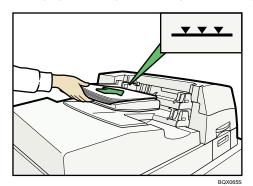


- Load paper in the 🖵 orientation.
- Do not place anything on top of or leave documents on the sensor. This may lead to the paper size not being correctly scanned or paper jams.

1. While lightly pinching the side fence, align it with the paper size to be loaded.



2. Load paper face up and neatly stacked. Tightly fit the side fence to the loaded paper.





- The length/size of cover sheets depends on the thickness of the spine. For details, see "Estimating the thickness of a booklet's spine (Back edge)".
- There are two trays on the perfect binder interposer. Each tray can hold up to 200 sheets of paper.
 Do not stack paper over the limit mark.
- When loading thick paper of 251 g/m² (140 lb. Index) or heavier in the perfect binder interposer trays, make sure the grain of the paper is perpendicular to the feed direction.
- If you are loading sheets that are likely to stick together (such as sheets of coated paper), be sure to fan them thoroughly before loading. Fanning them will help prevent jams and allow them to be fed in one sheet at a time.
- The perfect binding process can scratch glossy paper. Bear this in mind if you are using glossy paper for the cover sheets.

Reference

• p.93 "Estimating the thickness of a booklet's spine (Back edge)"

Orientation-Fixed Paper or Two-Sided Paper

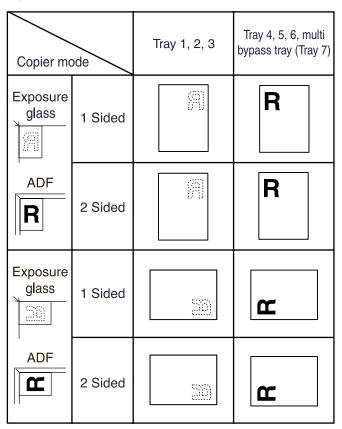
This section describes loading paper that has a specified orientation and printing side (such as letterhead paper).

Orientation-fixed (top to bottom) or two-sided paper (for example, letterhead paper, punched paper, or copied paper) might not print correctly, depending on how the originals and paper are placed. Set [Letterhead Setting] to [Yes] in [Input/Output] under [Copier/Document Server Features], and then place the original and paper as shown below. For details about Letterhead Setting, see "Copier/Document Server Features", Copy and Document Server Reference . For details about printing with the printer function, see Printer Reference.

Original Orientation

Exposure glass		ADF	
	• copy • scanner	R	~

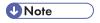
Paper Orientation



B : Displays the paper frontside facing up.

: Displays the paper backside facing up.

BQX066S

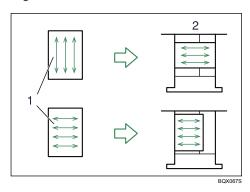


• Press the [Tray Paper Setting] key, specify [Letterhead] as "Paper Type" for the paper tray you want to use. See "Tray Paper Settings", Network and System Settings Guide.

Paper Grain

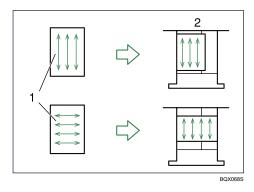
This section explains paper grains and how to load thick paper into the paper trays.

When you want to copy onto translucent paper or paper lighter than 80 g/m^2 (20 lb. Bond) set the paper as shown in the following illustration. Not doing so might cause a paper jam, marked edges or the paper edges to be folded.



- 1. Direction of paper grain
- 2. How to set the copy paper in the paper tray

 $If you want to set 80 g/m^2 (20 \, lb. \, Bond) \, or \, heavier paper, \, set the \, paper \, as \, shown \, in \, the \, following \, illustration.$



- 1. Direction of paper grain
- 2. How to set the copy paper in the paper tray

3

Changing the Paper Size

This section describes how to change the paper size.

• Procedures for changing the paper size differ depending on the tray (Tray 2 and 3 or other optional paper tray units). Make sure you are following the appropriate procedure before you begin.

● Note

- Be sure to select the paper size with User Tools. If you do not, misfeeds might occur. For details about Tray Paper Size, see "System Settings", Network and System Settings Guide.
- Fan the paper before loading.
- Straighten curled or warped paper before loading.
- For details about paper sizes and types, see "Recommended Paper Sizes and Types".

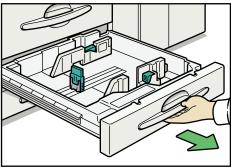
■ Reference

• p.110 "Recommended Paper Sizes and Types"

Changing the Paper Size in Tray 2 and 3

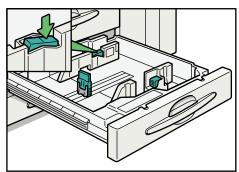
This section describes how to change the paper size in Tray 2 and 3.

- If a paper tray is pushed vigorously when putting it back into place, the position of the tray's side fences may slip out of place.
- Do not stack paper over the limit mark.
- Check the paper edges are aligned with the right side.
- Slide the side fences until they are aligned with the paper size, and then re-lock the side fences.
- Check that paper in the paper tray is not being used, and then pull the tray carefully out until it stops.



3QX051S

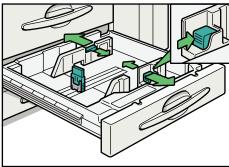
- 2. Remove paper if loaded.
- 3. Release the lock on the side fences.



BOX070S

4. While pressing down the release lever, slide the side fences until they are aligned with the paper size you want to load.

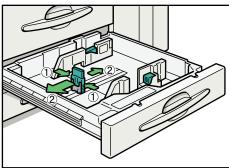
Make sure there are no gaps between the paper and side fences.



BQX0715

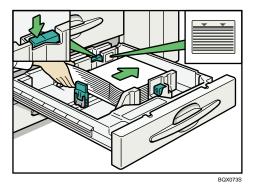
5. Slide the end fence until it is aligned with the size of paper to you want to load.

Make sure there are no gaps between the paper and end fence.



6. Square the paper and load it print side up.

Re-lock the side fences again.

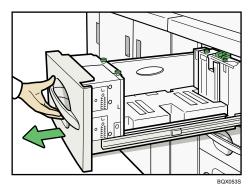


- 7. Carefully slide the paper tray fully in.
- 8. Check the size on the display.

Changing the Paper Size in the Large Capacity Tray

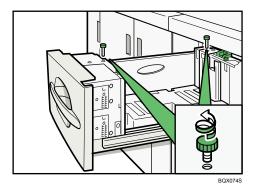
This section describes how to change the paper size in the LCT.

- As for changing paper sizes of Tray 6, contact your service representative.
- If a paper tray is pushed vigorously when putting it back into place, the position of the tray's side fences may slip out of place.
- Do not stack paper over the limit mark.
- Check the paper edges are aligned with the left side.
- Check that paper in the paper tray is not being used, and then pull the tray carefully out until it stops.

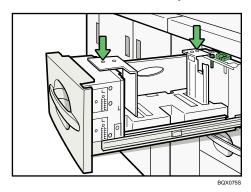


2. Remove paper if loaded.

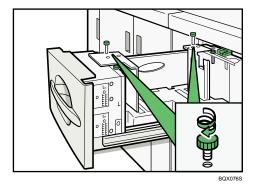
3. Pull out the screws fixing the side fences.



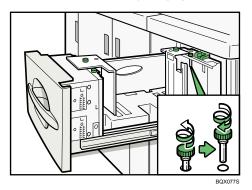
4. Set the side fences to the size you want.



5. Fasten the side fences with the screws.

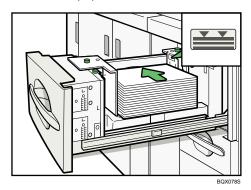


6. Set the end fence along the paper size.

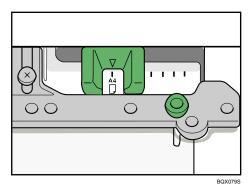


7. Square the paper and set it in the tray.

Do not stack paper over the limit mark.



8. Set the paper size selector in the innermost part of the tray to the new paper size.

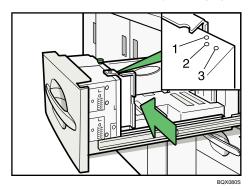


- 9. Carefully slide the paper tray fully in.
- 10. Check the size on the display.

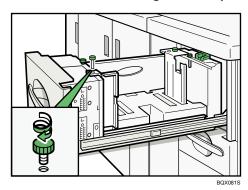
Loading A4 \mathbb{D} , $8^1/_2 \times 11\mathbb{D}$ into the Large Capacity Tray

This section describes how to set the end fence for A4D or 8 $^1/_2 \times$ 1 1 D.

1. Set the end fence according to the paper size.



- 1. A4[□]
- 2. $8^{1}/_{2} \times 11^{\square}$
- 3. Tab Stock
- 2. Fasten the end fence using the screw provided.



U Note

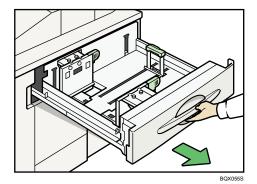
• When loading Tab Stock, shift the end fence for A4 \mathbb{D} , $8^{1}/_{2} \times 11\mathbb{D}$ to position 3 before setting the end fence for Tab Stock.

Changing the Paper Size in the Wide Large Capacity Tray

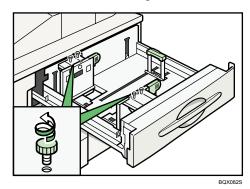
This section describes how to change the paper size in the Wide LCT.

- If a paper tray is pushed vigorously when putting it back into place, the position of the tray's side fences may slip out of place.
- Do not stack paper over the limit mark.
- Check the paper edges are aligned with the left side.

1. Check that paper in the paper tray is not being used, and then pull the tray carefully out until it stops.

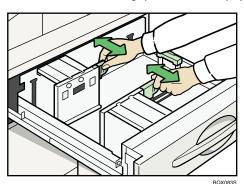


- 2. Remove paper if loaded.
- 3. Pull out the screws fixing the side fence.

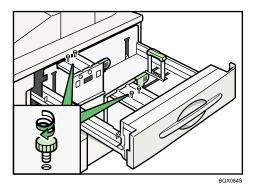


4. Take the grip of the side fence with your fingers, and adjust the side fence to the paper size.

Make sure there are no gaps between the paper and side fences.

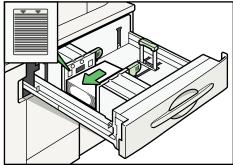


5. Fasten the side fence with the screws.



6. Square the paper and set it in the tray.

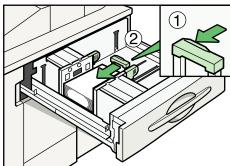
Do not stack paper over the limit mark.



BQX08

7. Tightly fit the back fence to the loaded paper.

Make sure there are no gaps between the paper and side fences.



BOX086

- 8. Carefully slide the paper tray fully in.
- 9. Check the size on the display.

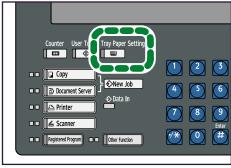


 Before you print on coated paper or NCR paper from the Wide LCT for the first time, contact your service representative.

Changing to a Size That Is Not Automatically Detected

If you load a paper size that is not selected automatically, you need to specify the paper size with the control panel. This section describes how to load such paper. This section explains how to load these paper taking $11 \times 15 \square$ as an example.

1. Press the [Tray Paper Setting] key.



BQX15

The Tray Paper Settings screen appears.

2. Select the tray number on the screen.



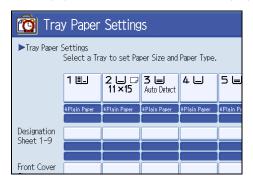
3. Press [Paper Size] tab.



4. Select the loaded paper size and feed direction, and then press [OK].



The set paper size and feed direction is displayed.



5. Press the [Tray Paper Setting] key.

The initial display is shown.



- If the LCT is installed, the [Paper Size] tab will not appear in the menus for Trays 4 6.
- For details about paper sizes selected automatically, see "Recommended Paper Sizes and Types".
- If you want to print on paper that is selected automatically after printing on a paper size that is not selected automatically, you must return the setting to "Auto Detect". Reload the paper, and select "Auto Detect" in step 4. The setting is returned to "Auto Detect".



• p.110 "Recommended Paper Sizes and Types"

Recommended Paper Sizes and Types

This section describes recommended paper sizes and types.



• If you use damp or curled paper, a staple clogging or paper jam may occur.

Tray 1

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 - 216 g/m ² (14 lb. Bond - 80 lb.	*3 A4D	*3 $8^{1}/_{2} \times 11^{\Box}$	1,100 sheets × 2
Cover)	745	0 /2 ~ 115	
Plain Paper ⁻ Thick Paper 1			

Tray 1 (A3/11 × 17 Tray Unit) (optional)

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 ⁻ 216 g/m ² (14 lb. Bond ⁻ 80 lb. Cover)	*3 A3□, A4□□, B4JIS□, 1 8 ¹ / ₂ × 11□□	1 × 17□, 8¹/ ₂ × 14□,	1,100 sheets
Plain Paper ⁻ Thick Paper 1			

Tray 2, 3

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 - 216 g/m ²	*4		550 sheets
(14 lb. Bond ⁻ 80 lb. Cover) Plain Paper ⁻ Thick Paper 1	A3D, A4DD, A5DD, B4 JISD, B5 JISDD, 11 × 17D, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, $5^{1}/_{2} \times 8^{1}/_{2}DD$, 8KD, 16KDD, 12 × 18D,		

2

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 - 216 g/m ² (14 lb. Bond - 80 lb. Cover) Plain Paper - Thick Paper 1	*5 8 ¹ / ₄ × 14□, 8 × 10□, 1 × 15□, 10 × 14□, 13 × □, 226 × 310 mm□□, 3		550 sheets
52 - 216 g/m ² (14 lb. Bond - 80 lb. Cover) Plain Paper - Thick Paper 1	*6 Custom size Vertical: 139.7 - 330.2 mm Horizontal: 139.7 - 458 mm	*6 Custom size Vertical: 5.5 ⁻ 13 inches Horizontal: 5.5 ⁻ 18.03 inches	550 sheets

Multi Bypass Tray (Tray 7) (optional)

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
$52 - 256 \mathrm{g/m^2}$	*4	*4	500 sheets
(14 lb. Bond ⁻ 140 lb. Index)	A3□, A4□□, A5□□, B4 JIS□, B5 JISŪ, 11 ×	A3□, A4□, A5□, B4 JIS□, B5 JIS□, 11 × 17	
Plain Paper [–] Thick Paper 2	$ 7^{\Box}, 8^{1}/_{2} \times 11^{\Box}, 8 \times 13^{\Box}, 5^{1}/_{2} \times 8^{1}/_{2}^{\Box},$ $ 12 \times 18^{\Box}$	\Box , $8^{1}/_{2} \times 11 \Box \Box$, $8 \times 13 \Box$, $5^{1}/_{2} \times 8^{1}/_{2} \Box \Box$, $12 \times 18 \Box$	

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 - 256 g/m ² (14 lb. Bond - 140 lb. Index) Plain Paper - Thick Paper 2	*5, *15 A6D, B5 JISD, B6 JIS D, 11 × 15D, 10 × 14 D, 8 ¹ / ₂ × 14D, 8 ¹ / ₄ × 14D, 8 ¹ / ₂ × 13D, 8 ¹ / ₂ × 11D, 8 ¹ / ₂ × 5 ¹ / ₂ D, 8 ¹ / ₄ × 13D, 8 × 10D, 7 ¹ / ₄ × 10 ¹ / ₂ D D, 8KD, 16KDD, 210 × 182 mmD, 210 × 170 mmD, 210 × 340 mm D, 11 × 14D, 10 × 15 D, 13 × 19 ¹ / ₅ D, 13 × 19D, 12 ³ / ₅ × 19 ¹ / ₅ D, 13 × 18D, SRA3D, SRA4DD, 226 × 310 mmDD, 310 × 432 mm	*5, *15 A4D, A5D, A6D, B5 JISD, B6 JISD, 11 × 15 D, 10 × 14D, 8 ¹ / ₂ × 14D, 8 ¹ / ₄ × 14D, 8 ¹ / ₂ × 13D, 8 ¹ / ₄ × 13 D, 8 × 10D, 7 ¹ / ₄ × 10 ¹ / ₂ DD, 8KD, 16KD D, 210 × 182 mmD, 210 × 170 mmD, 210 × 340 mmD, 11 × 14D, 10 × 15D, 13 × 19 ¹ / ₅ D, 13 × 19D, 12 ³ / ₅ × 19 ¹ / ₅ D, 12 ³ / ₅ × 18 ¹ / ₂ D, 13 × 18D, SRA3D, SRA4DD, 226 × 310 mmDD, 310 × 432 mmD	500 sheets
52 - 256 g/m ² (14 lb. Bond - 140 lb. Index) Plain Paper - Thick Paper 2	*6 Custom size Vertical: 100 - 330.2 mm Horizontal: 139.7 - 487.7 mm	*6 Custom size Vertical: 3.94 ⁻ 13 inches Horizontal: 5.5 ⁻ 19. 2 inches	500 sheets
Translucent paper *7	A3♂, A4♂♂, B4 JIS♂, E	*8, *9	
OHP transparencies *10	A4DD, 8 ¹ / ₂ × 11DD	*8, *9	
Tab sheets *11	$A4D$, $8^{1}/_{2} \times 11D$, $8^{1}/_{2}$	× 14D	

Large Capacity Tray (LCT) (optional) Tray 4, 5

Paper type and weight *1	Metric version	Paper capacity *2
52 ⁻ 216 g/m ² (14 lb. Bond ⁻ 80 lb. Cover)	*12 A4 \mathbb{D} , B5 JIS \mathbb{D} , A5 \mathbb{D} \mathbb{D} , 8 $^{1}/_{2} \times 11 \mathbb{D}$, 8 $^{1}/_{2} \times 5^{1}/_{2} \mathbb{D}$ \mathbb{D}	1,000 sheets
Plain Paper ⁻ Thick Paper 1		

Large Capacity Tray (LCT) (optional) Tray 6

Paper type and weight	Metric version	Inch version	Paper capacity *2
52 ⁻ 163 g/m ² (14 lb. Bond ⁻ 90 lb. Index)	*3 A4D	*3 8 ¹ / ₂ × 11D	2,550 sheets
Plain Paper ⁻ Middle Thick			

Wide Large Capacity Tray (Wide LCT) (optional) Tray 4, 6

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 - 256 g/m ² (14 lb. Bond - 140 lb. Index) Plain Paper - Thick Paper 2	*4 A3□, A4□□, A5□□, B4 JIS□, B5 JIS□, 11 × 17□, 8¹/2 × 11□, 8 × 13□, 5¹/2 × 8¹/2□, 12 × 18□	*4 A3□, A4□, A5□, B4 JIS□, B5 JIS□, 11 × 17 □, 8¹/2 × 11□□, 8 × 13□, 5¹/2 × 8¹/2□□, 12 × 18□	1,000 sheets

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
52 - 256 g/m ² (14 lb. Bond - 140 lb. Index) Plain Paper - Thick Paper 2	*5, *13 A6D, B5 JISD, B6 JIS D, 8\frac{1}{2} \times 14D, 8\frac{1}{2} \times 13D, 8\frac{1}{2} \times 11D, 8\frac{1}{4} \times 14D, 8\frac{1}{4} \times 13 D, 8 \times 10D, 7\frac{1}{4} \times 10\frac{1}{2}DD, 5\frac{1}{2} \times 8\frac{1}{2}D, 210 \times 182 mm D, 210 \times 170 mmD, 210 \times 340 mmD, 8K D, 16KDD, 11 \times 15D, 11 \times 14D, 10 \times 15D, 11 \times 14D, 13 \times 19\frac{1}{5} D, 13 \times 19D, 12\frac{3}{5} \times 19\frac{1}{5}D, 12\frac{3}{5} \times 18\frac{1}{2}D, 13 \times 18D, SRA3D, SRA4DD, 226 \times 310 mmDD, 310 \times 432 mmD	$14\Box$, $8^{1}/_{2} \times 13\Box$, $8^{1}/_{4} \times 14\Box$, $8^{1}/_{4} \times 13\Box$, $8 \times 10\Box$, $7^{1}/_{4} \times 10^{1}/_{2}\Box\Box$, 210×182 mmD, 210×340 mmD, $8K\Box$, $16K\Box\Box$, $11 \times 15\Box$, $11 \times 14\Box$, $10 \times 15\Box$, $10 \times 14\Box$, $13 \times 19^{1}/_{5}\Box$, $13 \times 19\Box$, $12^{3}/_{5} \times 19^{1}/_{5}\Box$, $13 \times 18\Box$,	1,000 sheets
52 - 256 g/m ² (14 lb. Bond - 140 lb. Index) Plain Paper - Thick Paper 2	*6, *13 Custom size Vertical: 100 - 330.2 mm Horizontal: 139.7 - 487.7 mm	*6, *14 Custom size Vertical: 3.94 ⁻ 13 inches Horizontal: 5.5 ⁻ 19.2 inches	1,000 sheets

Wide Large Capacity Tray (Wide LCT) (optional) Tray 5

Paper type and weight * 1	Metric version	Inch version	Paper capacity *2
40 ⁻ 300 g/m ² (11 lb. Bond ⁻ 110 lb. Cover) Thin Paper ⁻ Thick Paper 3	*4 A3D, A4DD, A5D D, B4 JISD, B5 JISD, 11 × 17D, 8 ¹ / ₂ × 11 D, 8 × 13D, 5 ¹ / ₂ × 8 ¹ / ₂ D, 12 × 18D	*4 A3D, A4D, A5D, B4 JISD, B5 JISD, 11 × 17D, 8 ¹ / ₂ × 11DD, 8 × 13D, 5 ¹ / ₂ × 8 ¹ / ₂ DD, 12 × 18D	2,000 sheets

Paper type and weight	Metric version	Inch version	Paper capacity *2
40 - 300 g/m ² (11 lb. Bond - 110 lb. Cover) Thin Paper - Thick Paper 3	*5, *13 A6D, B5 JISD, B6 JISD, 8 ¹ / ₂ × 14D, 8 ¹ / ₂ × 13D, 8 ¹ / ₂ × 11D, 8 ¹ / ₄ × 14D, 8 ¹ / ₄ × 13D, 8 × 10D, 7 ¹ / ₄ × 10 ¹ / ₂ D, 210 × 182 mmD, 210 × 170 mmD, 210 × 340 mmD, 8KD, 16KDD, 11 × 15D, 11 × 14D, 10 × 15D, 12 ³ / ₅ D, 13 × 19D, 12 ³ / ₅ × 19 ¹ / ₅ D, 13 × 18D, SRA4DD, 226 × 310 mmDD, 310 × 432 mmDD, 310 × 432 mmD	*5, *14 A4D, A5D, A6D, B5 JISD, B6 JISD, 8 ¹ / ₂ × 14D, 8 ¹ / ₂ × 13D, 8 ¹ / ₄ × 14D, 8 ¹ / ₄ × 13D, 8 × 10D, 7 ¹ / ₄ × 10 ¹ / ₂ DD, 210 × 182 mmD, 210 × 170 mmD, 210 × 340 mmD, 8KD, 16KDD, 11 × 15D, 11 × 14D, 10 × 15 D, 10 × 14D, 13 × 19 ¹ / ₅ D, 13 × 19D, 12 ³ / ₅ × 19 ¹ / ₅ D, 12 ³ / ₅ × 18 ¹ / ₂ D, 13 × 18D, SRA3D, SRA4DD, 226 × 310 mmDD, 310 × 432 mmD	2,000 sheets
40 ⁻ 300 g/m ² (11 lb. Bond ⁻ 110 lb. Cover) Thin Paper ⁻ Thick Paper 3	*6, *13 Custom size Vertical: 100 - 330.2 mm Horizontal: 139.7 - 487.7 mm	*6, *14 Custom size Vertical: 3.94 ⁻ 13 inches Horizontal: 5.5 ⁻ 19.2 inches	2,000 sheets

Interposer

Paper type and weight	Metric version	Inch version	Paper capacity *2
52 - 216 g/m ²	*4	*4	200 sheets × 2
(14 lb. Bond ⁻ 80 lb. Cover) Plain Paper ⁻ Thick Paper 2	A3 \square , A4 \square \square , A5 \square \square , B4 JIS \square , B5 JIS \square , 11 × 17 \square , 8 $^{1}/_{2}$ × 11 \square , 8 × 13 \square , 8 $^{1}/_{2}$ × 5 $^{1}/_{2}\square$, 12 × 18 \square	A3 \Box , A4 \Box , A5 \Box , B4 JIS \Box , B5 JIS \Box , 11 × 17 \Box , 8 $^{1}/_{2}$ × 11 \Box \Box , 8 × 13 \Box , 8 $^{1}/_{2}$ × 5 $^{1}/_{2}\Box$ \Box , 12 × 18 \Box	

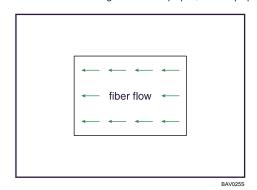
Paper type and weight	Metric version	Inch version	Paper capacity *2
52 - 216 g/m ² (14 lb. Bond - 80 lb. Cover) Plain Paper - Thick Paper 2	*5 B5 JISD, 8 ¹ / ₂ × 14 D, 8 ¹ / ₄ × 14D, 8 ¹ / ₂ × 13D, 8 ¹ / ₂ × 11D, 8 ¹ / ₂ × 5 ¹ / ₂ D, 8 ¹ / ₄ × 13D, 8 × 10 D, 7 ¹ / ₄ × 10 ¹ / ₂ D D, 210 × 182 mmD, 210 × 170 mmD, 210 × 340 mmD, 8KD, 16KDD, 11 × 14D, 10 × 15D, 13 × 19 ¹ / ₅ D, 13 × 19D, 12 ³ / ₅ × 9 ¹ / ₅ D, 12 ³ / ₅ × 18 ¹ / ₂ D, 13 × 18D, SRA3D, SRA4DD, 226 × 310 mmDD, 310 × 432 mmDD, 310 × 432 mmDD	*5 A4 \square , A5 \square , B5 JIS \square , $8^{1}/_{2} \times 14\square$, $8^{1}/_{4} \times 14\square$, $8^{1}/_{2} \times 13\square$, $8^{1}/_{4} \times 13\square$, 8×10 \square , $7^{1}/_{4} \times 10^{1}/_{2}\square$ \square , 210 × 182 mm \square , 210 × 170 mm \square , 210 × 340 mm \square , 8K \square , 16K \square , 11 × 14 \square , 10 × 15 \square , 13 × 19 \square / ₅ \square , 13 × 19 \square , 12 \square / ₅ × 9 \square / ₅ \square , 12 \square / ₅ × 81 \square / ₂ \square , 13 × 18 \square , SRA3 \square /, SRA4 \square \square , 226 × 310 mm \square \square , 310 × 432 mm \square	200 sheets × 2
52 - 216 g/m ²	*6	*6	200 sheets × 2
(14 lb. Bond ⁻ 80 lb. Cover) Plain Paper ⁻ Thick Paper 2	Custom size Vertical: 139.7 - 330.2 mm Horizontal: 139.7 - 458 mm	Custom size Vertical: 5.5 ⁻ 13 inches Horizontal: 5.5 ⁻ 18.03 inches	

Perfect Binder Interposer (Optional)

Paper type and weight	Metric version	Inch version	Paper capacity *2
90 ⁻ 300 g/m ²	*4		200 sheets × 2
(24 lb. Bond ⁻ 110 lb. Cover)	A3□, B4 JIS□, 11 × 1	7□, 12 × 18□	
Plain Paper ⁻ Thick Paper 3			

Paper type and weight	Metric version	Inch version	Paper capacity *2
90 - 300 g/m ²	*5		200 sheets × 2
(24 lb. Bond ⁻ 110 lb. Cover)	$11 \times 15^{\square}$, $13 \times 19^{1}/_{5}^{\square}$, $12^{3}/_{5} \times 19^{1}/_{5}^{\square}$, $12^{3}/_{5} \times 18^{1}/_{2}^{\square}$, $13 \times 18^{\square}$, SRA3 \square , $310 \times 18^{\square}$		
Plain Paper ⁻ Thick Paper 3	432 mm□		
90 - 300 g/m ²	*6	*6	200 sheets × 2
(24 lb. Bond ⁻ 110 lb.	Custom size	Custom size	
Cover)	Vertical: 257 ⁻ 330.2	Vertical: 10.2 ⁻ 13	
Plain Paper ⁻ Thick	mm	inches	
Paper 3	Horizontal: 364	Horizontal: 14.4	
	487.7 mm	19.3 inches	

- *1 If you want to copy onto thick paper (164 g/m² (90 lb. Index) or heavier), select [Thick Paper 1], [Thick Paper 2], or [Thick Paper 3].
- *2 When loading paper, make sure the stack height does not exceed the limit mark of the paper tray. See "Loading Paper".
- *3 The paper tray fence is fixed. If you wish to change the size of paper placed in this tray, contact your service representative.
- *4 The paper size is detected automatically.
- *5 Select the paper size using the Tray Paper Setting function. For details, see "Tray Paper Settings", Network and System Settings Guide .
- *6 If you want to copy onto custom size paper, select the size using the Tray Paper Setting function. See "Tray Paper Settings", Network and System Settings Guide .
- *7 When loading translucent paper, set the paper direction according to the grain.



- *8 It is recommended to place one sheet at a time.
- *9 The maximum number of sheets you can set at once depends on the paper's thickness and condition.
- *10 If you wish to copy onto OHP transparencies, select [OHP (Transparency)].

- *11 The tab sheet holder is required.
- *12 Select the paper size using the paper size selector.
- *13 The paper width of between 100 and 139.7 mm are available only when the special side fence is utilized.
- *14 The paper width of between 3.94 and 5.50 inches are available only when the special side fence is utilized.
- *15 The following paper sizes cannot be used if the LCT is installed: $13 \times 19^{1}/_{5}$ \Box , $13 \times 19^{\Box}$, $12^{3}/_{5} \times 18^{1}/_{2}$ \Box , $12^{3}/_{5} \times 18^{1}/_{2}$ \Box , $13 \times 18^{\Box}$, SRA3 \Box , SRA4 \Box , $226 \times 310 \text{ mm}$ \Box \Box , $310 \times 432 \text{ mm}$ \Box

Paper Thickness *1

Paper Thickness	Metric version	Inch version (Bond paper)
Thin Paper	40 ⁻ 51 g/m ²	11 ⁻ 14 lb. Bond
Plain Paper	52 - 105 g/m ²	14 ⁻ 28 lb. Bond
Middle Thick	106 ⁻ 163 g/m ²	28 lb. Bond ⁻ 90 lb. Index
Thick Paper 1	164 ⁻ 216 g/m ²	90 lb. Index ⁻ 80 lb. Cover
Thick Paper 2	217 ⁻ 256 g/m ²	80 lb. Cover ⁻ 140 lb. Index
Thick Paper 3	257 - 300 g/m ²	140 lb. Index ⁻ 110 lb. Cover

* 1 Print quality will decrease if the paper you are using is close to the minimum or maximum weight. Change the paper weight setting to thinner or thicker.



- Certain types of paper produce noise when delivered. This noise does not indicate a problem and print quality is unaffected. (OHP transparencies can produce noise when delivered.)
- When loading paper in the paper trays 1 3, place the print side face down.
- When loading paper in the multi bypass tray, the LCT or the Wide LCT, place the print side face up.
- When using the multi bypass tray, the maximum custom width differs depending on which tray is installed:
 - Large Capacity Tray (LCT): 305.0 mm (12 inches)
 - Wide Large Capacity Tray (Wide LCT): 330.2 mm (13 inches)
- When using tab sheets or label paper, make sure to select the appropriate paper type under [Tray Paper Settings]. See "Tray Paper Settings", Network and System Settings Guide.
- Do not use paper designed for inkjet printers, as these may stick to the fusing unit and cause a misfeed.
- To print on OHP transparencies, load OHP transparencies on the multi bypass tray, press the [#] key, and then set [Special Paper] to [OHP (Transparency)]. For details, see "Copying from the Bypass Tray" in Copy and Document Server Reference and "Setting Paper on the Bypass Tray" in Printer Reference.

- When you load OHP transparencies, check the front and back of the sheets, and place them correctly, or a misfeed might occur. Use A4D or 8¹/₂D × 11 size transparencies, and specify their size. For details, see Copy and Document Server Reference , and Printer Reference.
- When you use OHP transparencies, fan them for each use.
- We recommend you load OHP transparencies and sheets of label paper and translucent paper one by one. This prevents them becoming jammed inside the machine.
- Also, be sure to remove printed OHP transparencies and sheets of translucent paper one by one as they are delivered. This prevents them sticking together.
- We recommend that you use a 4000ANSI lumen or brighter overhead projector to project OHP transparencies.
- You can specify whether or not the machine auto detects multi-sheet feeds in paper from every tray.
 The default setting is [On]. In the [Adjustment Settings for Operators] menu, you can also specify whether current jobs are suspended or continued when a multi-sheet feed is detected.
- If multiple sheet feeding occurs, load sheets one by one.
- When you load label paper, set the paper direction to \Box .
- Flatten out curled sheets before loading them.
- Before you print on coated paper or NCR paper from the Wide LCT for the first time, contact your service representative.
- To print on coated paper from the wide large capacity tray: select System Settings, [Tray Paper Settings], and then, for each tray's [Paper Type] be sure to set [Paper Type] to [Coated Paper], and [Paper Thickness] to [Thick Paper 1].
- Before loading coated sheets, be sure to fan them thoroughly.
- If you load paper of the same size in two or more trays, the machine automatically shifts to the other tray when the first tray in use runs out of paper. This function is called Auto Tray Switching. (However, if the paper type of one tray is recycled or special paper, the settings of the other trays must be the same for the Auto Tray Switching function to work.) This saves interrupting a copy run to replenish paper when making a large number of copies. You can set the paper type of the paper trays. See "Tray Paper Settings", Network and System Settings Guide.
- When copying or printing onto letterhead paper, the paper placing orientation is different depending on which function you are using. See "Orientation-Fixed Paper or Two-Sided Paper".
- When copying or printing onto prepunched paper, the copy/print speed is slower than usual.
- The paper types you can select in System Settings are only general classifications. Print quality for every kind of paper in a classification is not guaranteed. See "Unusable Paper" for more information.
- Feeding B5 JIS $^{\square}$, A5 $^{\square}$, or $5^{1}/_{2} \times 8^{1}/_{2}{^{\square}}$ paper into the machine might cause a marked edge or a misfeed. In this case, change the orientation or turn over the paper stack in the paper tray.

Reference

• p.81 "Loading Paper"

- p.94 "Orientation and binding position of covers and originals"
- p.121 "Thick Paper"
- p.122 "Unusable Paper"

Thick Paper

This section gives you various details about and recommendations concerning thick paper.

When loading thick paper of 127^{-216} g/m² (34 lb. Bond ⁻ 80 lb. Cover) in paper trays or in the LCT, or of 127^{-256} g/m² (34 lb. Bond ⁻ 140 lb. Index) in the multi bypass tray, or of 127^{-300} g/m² (34 lb. Bond ⁻ 110 lb. Cover) in the Wide LCT, follow the recommendations below to prevent misfeeds and loss of image quality.

- Store all paper together in the same place a room where the temperature is $20^{-}25^{\circ}\text{C}$ (68 $^{-}77^{\circ}$ F) and humidity is $30^{-}65\%$.
- When loading thick sheets, be sure to load at least 20 sheets. Also, be sure to position the side fences flush against the paper stack.
- Smooth out any curls in the paper before loading it.
- Jams and misfeeds can occur when printing on thick glossy sheets. To prevent such problems, be sure
 to fan glossy sheets thoroughly before loading them. If sheets continue to become jammed or feed in
 together even after they are fanned, load them one by one from the multi bypass tray.



- Even if thick paper is loaded as described above, normal operations and print quality might still not be possible, depending on the paper type.
- Prints might have prominent vertical creases.
- Prints might be noticeably curled. Flatten out prints if they are creased or curled.

Unusable Paper

This section describes paper unusable on this machine.



 To avoid fire or machine failure, do not use aluminum foil, carbon paper, or similar conductive paper.



- To prevent faults, do not use any of the following kinds of treated paper:
 - Paper for inkjet printers
 - Art paper
 - Aluminum foil
 - Carbon paper
 - Conductive paper
 - Paper with perforated lines
 - Hemmed-edge paper
 - Envelopes
 - Tab stock (when using the stacker tray)
- Faults can occur if you copy or print onto sides that are already printed. Take care to copy or print
 onto unprinted sides only.



- To prevent misfeeds, do not use the following kinds of paper:
 - Bent, folded, or creased paper
 - · Perforated paper
 - Slippery paper
 - Torn paper
 - Rough paper
 - Thin paper with little stiffness
 - Paper with a dusty surface
- The following paper types are not supported by the ring binder and the perfect binder.
 - · Heavily curled paper
 - Paper with staples or clips
 - Torn paper
 - · Paper with holes

3

- Rough paper
- Smooth paper
- Thin and soft paper
- Label paper
- Paper with penciled characters or images
- Folded paper
- Even supported types of paper may cause paper jams or malfunctions if the paper is not in good condition.
- If you copy or print onto rough grain paper, the output image might be blurred.
- Do not load sheets that have already been printed onto by another machine. (Sheets can become jammed if they have been improperly stored.)

Paper Storage

This section describes how to store paper.

- When storing paper, the following precautions should always be followed:
 - Do not store paper where it will be exposed to direct sunlight.
 - Avoid storing paper in humid areas (humidity: 70% or less).
 - Store on a flat surface.
 - Do not store paper vertically.
- Under high temperature and humidity conditions, or low temperature and humidity conditions, store paper in plastic bags.

2

4. Adding Toner, Staples, Ring Combs and Glue

This chapter explains how to replenish toner, staples, ring combs and glue when they run out.

Adding Toner

This section describes how to add and store toner.

MARNING

• Do not incinerate used toner or toner containers. Toner dust might ignite when exposed to an open flame. Dispose of used toner containers in accordance with local regulations.

ACAUTION

• Keep toner (used or unused) and toner containers out of reach of children.

ACAUTION

• If toner or used toner is inhaled, gargle with plenty of water and move into a fresh air environment. Consult a doctor if necessary.

ACAUTION

• If toner or used toner gets into your eyes, flush immediately with large amounts of water. Consult a doctor if necessary.

ACAUTION

• If toner or used toner is swallowed, dilute by drinking a large amount of water. Consult a doctor if necessary.

ACAUTION

- Avoid getting toner on your clothes or skin when removing a paper jam or replacing toner. If your skin comes into contact with toner, wash the affected area thoroughly with soap and water.
- If toner gets on your clothing, wash with cold water. Hot water will set the toner into the fabric and may make removing the stain impossible.

⚠ CAUTION

 Do not open toner containers forcefully. Toner can spill, dirtying your clothes or hands, and possibly resulting in accidental ingestion.

Important

- Always add toner when the machine instructs you.
- Fault may occur if you use toner other than the recommended type.
- When adding toner, do not turn off the operation switch. If you do, settings will be lost.
- Do not repeatedly install and remove toner bottles. This will result in toner leakage.
- Do not shake the removed toner bottle. Remaining toner might scatter.
- Do not use recycled toner. This will damage the machine.
- During toner adding, the toner bottle is rotating. Do not touch the toner bottle.
- If toner remains in the bottle, you cannot remove the bottle. Do not remove the bottle forcibly.
- Be sure to set the new toner bottle in the lower hole first.
- Store toner containers in a cool, dry place free from direct sunlight.
- Store toner on a flat surface.

UNote

- If the message "La Check toner cartridge replacement(s)." appears, the toner has almost run out. Have a replacement toner cartridge at hand.
- You can check the name of the required toner and the replacement procedure using the "Add Toner" screen.
- Press [System Status] to check contact number where you can order supplies. See "Checking Machine Status and Settings", Troubleshooting .
- You can still make about 200 copies after 🕹 appears, but replace the toner early to copy degradation.
- If one of the toner bottle is empty, you can keep copying by using the other bottle.
- You can change the toner bottle during copying.
- When you change one toner bottle, do not touch the other one.

Inserting Toner

This section describes how to insert toner.

- Do not shake the toner bottle with its mouth down after removing it. Residual toner may scatter.
- Be sure to set the new toner bottle in the lower hole first.





Open the toner cover.

Push the button to release the toner bottle.



 Gently pull out the toner bottle.



 Do not shake the toner bottle strongly or toner might spill out.



Remove the outer cap.



Place the toner bottle in position, and then push it in until the button clicks.



- Return the button under the toner bottle to its original position.
- Close the toner cover.

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- Do not remove the inner cap.
- If you cannot get it to click in, pull out the toner bottle a little, slightly rotate it to the left or right, then try again.

Sending Scanned Documents When Toner Has Run Out

When the machine has run out of toner, the indicator on the display lights. Note that even if there is no toner left, you can still send scanned documents.



- If number of communications executed after the toner has run out and not listed in the automatically output Journal exceeds 200, communication is not possible.
- 1. Make sure the machine is in scanner mode.
- Press [Exit], and then perform transmission operation.The error message disappears.



- Any reports are not printed.
- If the scanner screen does not appear in step 1, press the [Scanner] key.

Used Toner

Toner cannot be re-used.

Bring the stored used container to your sales representative or service representative for recycling through our recycling system. If you discard it on your own, treat it as general plastic waste material.

Adding Staples

This section describes what to do when staples need replacing.

ACAUTION

• When closing the finisher, keep hands clear of the finisher's upper surface.

Mportant !

- Stapling failures or jams may occur if you use a staple cartridge other than that recommended.
- Refill the stapler according to the finisher type. (Check the type if you are unsure.) For details about type of finisher, see "Options".



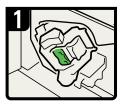
• If you cannot pull out the upper unit, there are staples remaining inside the cartridge. Use all the staples, and do not add more.

■ Reference

• p.59 "Options"

Finisher SR5000

This section describes how to add staples to the Finisher SR5000.



Open Finisher Front Cover.



Pull out the cartridge lever.



Gently pull out the cartridge.



Remove the empty refill in the direction of the arrow



Push in the new cartridge until it clicks.



· Hold the lever and push in the cartridge until it clicks.



Push in the cartridge until it clicks, then raise the lever.



Close the cover.

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Booklet Finisher SR5020

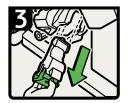
This section describes how to add staples to the Booklet Finisher SR5020.



Open Finisher Front Cover.
Turn knob Rb19
counterclockwise.



Pull out the cartridge lever.



Gently pull out the cartridge.



Remove the empty refill in the direction of the arrow.



Push in the new cartridge until it clicks



Hold the lever and push in the cartridge.



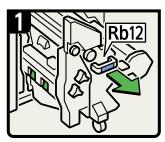
Push in the cartridge until it clicks.

Close the cover.

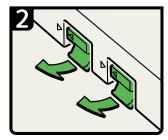
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Booklet Finisher SR 5020 (Saddle Stitch)

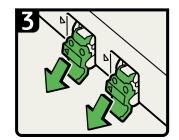
The following procedure explains how to add staples to the Booklet Finisher SR5020 (Saddle Stitch).



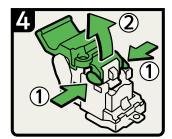
- Open Finisher Front Cover.
- Pull out the staple unit.



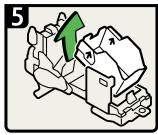
Raise the levers.



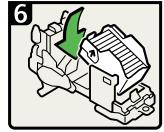
Gently pull out the cartridges.



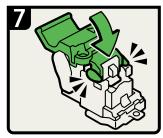
Hold both sides of the cartridge then raise the upper unit.



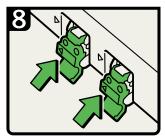
Remove the empty refill in the direction of the arrow.



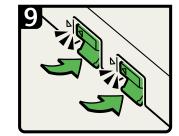
Push in the new staples until the arrows are aligned.



Gently push down the upper unit into the cartridge



· Hold the levers and push in the cartridges.



· Push in the cartridges until they click, then lower the levers.

- Put the staple unit back.
- Close Finisher Front Cover

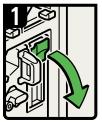
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Replacing Ring Combs

This section describes how to replace ring combs.



 Use of non-recommended ring combs and/or ring comb cartridges can result in binding failures and comb jams.



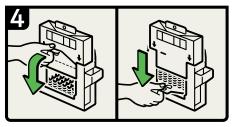
- Open the front right cover of the ring binder.
- Open the cartridge cover.



Pull out the ring comb cartridge.



 Insert the ring comb package into the cartridge.



 Pull the tab at the base of the package toward you, and then pull it down.



 Remove the tab by tearing it along the perforated line.



- Remove the package
- Push in the cartridge and then close the cartridge cover.
- Close the front right cover of the ring binder.

BQX091S

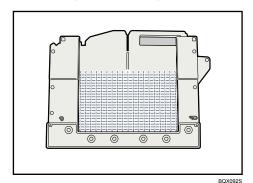


- Add new ring combs to the cartridge only when "Out of binding ring combs." appears on the display panel.
- The ring comb cartridge can hold both 100- and 50-sheet type ring combs, but do not mix the two sizes of ring comb inside the cartridge.
- We recommend that you prepare separate ring comb cartridges for each type and color of ring comb.
- Store ring combs in their original packaging and stand them upright.

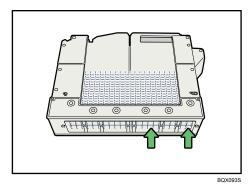
Changing the Type of Ring Combs in the Ring Comb Cartridge

Use this procedure to change the type of ring combs set in the ring comb cartridge.

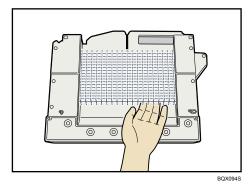
1. Pull the ring comb cartridge out of the machine.



2. Push up the ring combs from the bottom of the cartridge.



3. Insert your fingers between the cartridge and the ring combs, and then remove the ring combs.



- 4. Insert the ring combs you want to use into the cartridge.
- 5. Put the cartridge back into the machine.





• Place removed ring combs on a level surface, to prevent them rolling away.

Filling the Glue Container

This section explains how to fill the glue container with binding glue.

Mportant (

- Store binding glue in a cool (-20 to 40°C), dark place, away from moisture, high temperature, direct sunlight, and naked flames.
- Keep binding glue out of the reach of children.
- Use of non-recommended glue can result in failed bindings and faulty adhesion of the cover sheet and book block.
- To be usable, the glue must first be heated. To begin the heating process, press the glue temperature adjustment key.



- Pull the glue container all the way out.
- Open the double covers.



- Add glue but make sure that the glue does not exceed the limit line.
- Close the double covers.
- Return the glue container to its normal position.

BQX095S



- The container can hold up to 380 g (0.83 lb.) of glue (about two of the provided cups).
- You can change the heating time for the glue under "Timer Settings" in "System Settings". For details, see "Changing the Perfect Binding Settings".
- The glue requires time to heat (six and a half minutes maximum) before the binding can begin. To begin binding quickly, be sure to press the glue temperature adjustment key in advance.

■ Reference

• p.147 "Changing the Perfect Binding Settings"

5. Entering Text

This chapter describes how to enter characters.

Entering Text

This section explains how to enter text.

When you enter a character, it appears at the position of the cursor. If there is a character already at the cursor position, the entered character appears before that.

Available Characters

This section explains which characters are available.

You can enter the following characters:

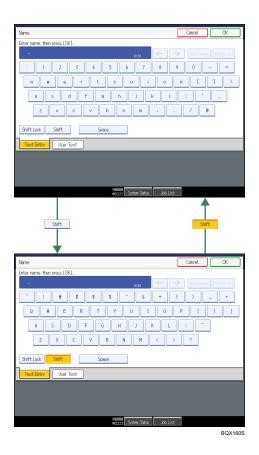
- Alphabetic characters
- Symbols
- Numerals

0123456789

Keys

This section explains the entry screen and the keys displayed on it.

You can change the entry screen using the keys below.



UNote

• When entering uppercase or lowercase letters continuously, use [Shift Lock] to lock the case.

How to Enter Text

This section explains text entry more specifically.

Entering letters

This section explains how to enter letters.

- 1. Press [Shift] to switch between uppercase and lowercase.
- 2. Press the letters you want to enter.

Entering numbers

This section explains how to enter numbers.

1. Press numbers you want to enter.



• You can also use the number keys to enter numbers, regardless of mode.

Deleting characters

This section explains how to delete characters.

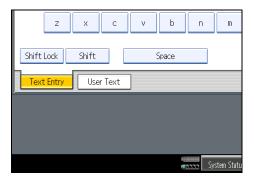
1. Press [Backspace] or [Delete All] to delete characters.

Adding user text

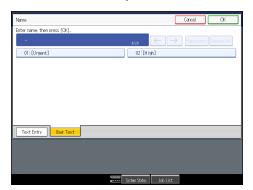
You can select and use a User Text that is registered in [Program / Change / Delete User Text].

For the registration procedure under Program / Change / Delete User Text, see "System Settings", Network and System Settings Guide .

1. Press [User Text].



2. Select the User Text you want to use.



6. Operating Instructions

This chapter describes the Operating Instructions of this machine.

Installing Operating Instructions

The supplied CD-ROMs contain HTML format manuals and PDF manuals. For easy access, we recommend you install the manuals on a computer.



- The "Manuals for Administrators" CD-ROM that includes Security Reference is for administrators of the machine.
- The system requirements for installing the manuals are as follows:
 - Operating system: Windows 2000/XP/Vista, Windows Server 2003/2003 R2/2008
 - Minimum display resolution: 800 × 600 pixels
- Recommended browser: Microsoft Internet Explorer 4.01 SP2 or later
- Non-recommended browsers can display the simplified manual only.
- HTML manuals can also be viewed on a Macintosh.
- Hyperlinks might not work and referenced sections might not appear unless all the HTML manuals have been installed. To display referenced sections, be sure to install all the HTML manuals.
- 1. Select a language and a product, and then click [OK].
- 2. Click [Install manuals].

If you want to read manuals from the CD-ROM, click [Read HTML manuals] or [Read PDF manuals].

- 3. Install the manual you require according to the displayed instructions.
- 4. When installation is complete, click [Finish].
- 5. Click [Finish].



- If you cannot install a manual, copy the "MANUAL_HTML" folder to your computer's hard drive, and then run "Setup.exe".
- To delete an installed manual, on the [Start] menu, click [Programs], then [Product Name], and then
 uninstall the data.
- If you are installing the manuals on a Macintosh, open the "Manuals.htm" file on the CD-ROM.

PDF Manuals

The supplied "Manuals" CD-ROM contains PDF manuals.

File path

The PDF manuals are in the following folder on the CD-ROM:

MANUAL_PDF\ENGLISH

• To view the PDF manuals, you need to have Adobe Acrobat Reader/Adobe Reader installed on your computer.

6

How to Use the Operating Instructions

This section explains how to use manuals.



Opening from the Icon

This section explains how to open a manual using its desktop icon.

1. Double-click the icon on your desktop.



The browser opens and the manual appears.

Opening from the [Start] Menu

This section explains how to open a manual from the [Start] menu.

 On the [Start] menu, point to [Programs] (Windows XP/Vista: [All Programs]), then [Product Name], and then click the manual you want to view.

The browser opens, and then the manual appears.



• Depending on the settings made during installation, menu folder names may differ.

Opening from the CD-ROM

This section explains how to open a manual from the supplied CD-ROMs.

- 1. Click [Read HTML manuals].
- 2. Click the title of the manual you want to view.

The browser opens, and then the manual appears.

7. Handling the Ring Binder, Perfect Binder and Stacker

This section explains procedures for handling the Ring Binder, Perfect Binder, and Stacker.

Changing the Ring Binding Settings

This section explains how you can use User Tools to specify which binding and punch hole positions appear for selection on the display panel.

Follow the procedure below to specify the items that appear on the display panel.

- 1. Press the [User Tools] key.
- 2. Press [Copier / Document Server Features].
- 3. Press [Input / Output].
- 4. Select the menu tab.
- 5. Select the ring binding types you want to display, and then press [OK].
- 6. Press [Exit].

The display returns to the User Tools screen.

7. Press [Exit].

Exits settings and gets ready to copy.

Ring Binding Types That Can Be Specified

You can specify the following items.

Ring binding types on the initial display

Using [Ring Binding Type], you can specify which ring binding types have priority on the initial display.

The following ring binding types are available:

- · Ring Binding: Left
- · Ring Binding: Top
- · Ring Binding: Right
- · Punch Only: Left
- · Punch Only: Top
- · Punch Only: Right

Ring binding types on the [Finisher] tab

Using [Finisher: Ring Binding Type] on the [Finisher] tab, you can specify which ring binding types have priority.

The following ring binding types are available:

- Ring Binding: Left
- Ring Binding: Top
- Ring Binding: Right
- Punch Only: Left
- Punch Only: Top
- Punch Only: Right

Ring binding types on the simplified display

Using [Simplified Screen: Finishing Types], you can specify whether or not to display [Ring Binding: Left] on the simplified display.

7

Changing the Perfect Binding Settings

Perfect binding settings can be changed using the display panel.

Binding Glue Heater Auto Off Timer

Specify the time that must elapse before the glue heater turns off.

You can change this setting under Timer Settings in System Settings.

Perfect Binding Cut Fine Adjustment

Adjust the cut size applied when perfect binding.

You can change this setting under General Settings in System Settings.

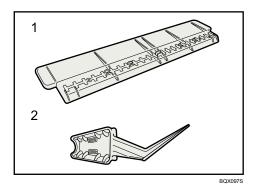
Inserting Pages into an Existing Ring Bound Booklet

Use this procedure to insert new pages into a ring bound booklet.

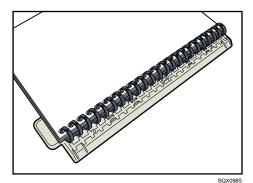
ACAUTION

When binding paper manually with the ring opener, take care not to trap or injure your fingers.

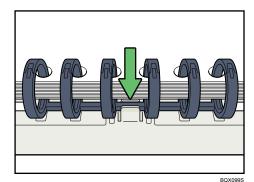
The ring stand and ring opener allow you to insert new pages into existing ring bound booklets. Use these devices when you need to insert covers, replace existing pages, or add new pages.



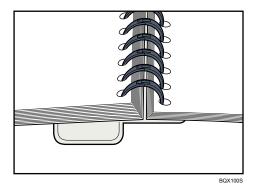
- 1. Ring stand
- 2. Ring opener
- Punch holes into the pages that you want to insert into the ring bound booklet.
 Make sure the position of the new pages' punch holes match those of the booklet.
- 2. With the ring bound booklet closed, place the ring comb on the ring stand so that each of the rings is in a groove on the stand.



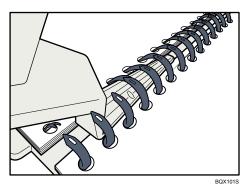
3. Insert the spine of the ring comb into the fixing lug of the ring stand. Press down gently on the ring comb to secure it in the stand.



4. Open the bound booklet at where you want to insert the new pages, and then place one of your hands on the auxiliary plate.



5. Insert the sharp end of the ring opener into one end of the ring comb, and then push it all the way through the ring comb.



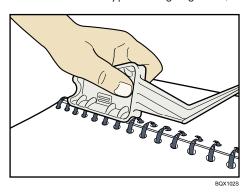
The rings of the comb will open as you push the ring opener through them.

6. Insert the new pages.

7. Using the sides of the ring opener carefully press down the opened rings.

To close a 100-sheet type binding ring comb, use the side of the ring opener that has the smaller grooves.

To close a 50-sheet type binding ring comb, use the side of the ring opener that has the larger grooves.



The rings of the comb will close as you press them down with the ring opener.

8. Remove the ring comb from the ring stand.



- For details about how to punch the ring binding holes, see "Punching Copies for Ring Binding", Copy and Document Server Reference .
- When using the ring opener, take care to point the sharp end away from anyone nearby.

Removing Bound Booklets from the Ring Binder Tray

Use the following procedure to remove bound booklets from the ring binder tray.



 Pull out the ring binder tray.



- Remove bound booklets.
- Carefully slide the ring binder tray fully in.

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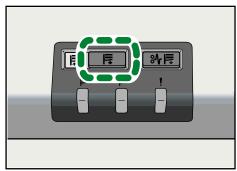


- Before pulling out the ring binder tray, make sure the machine is inactive.
- When removing bound booklets from the ring binder tray, be careful not to catch the rings on the machine.

Removing Paper from the Stacker

This section explains how to remove prints and copies from the stacker.

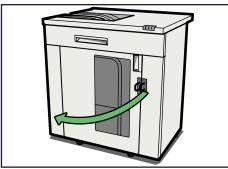
- Use the handcart for transporting paper from the stacker. Do not use the handcart for any other purpose.
- Do not attempt to get inside the stacker.
- 1. Press the Tray Lowering button.



BQX1548

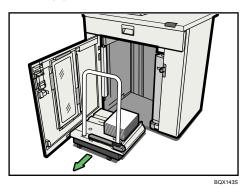
When the stacker tray is fully lowered, the Tray Moving Indicator stops flashing and remains lit.

2. Open the stacker front cover.



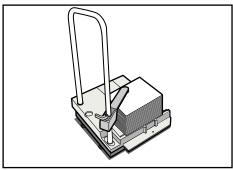
BQX140S

3. Carefully pull out the handcart.



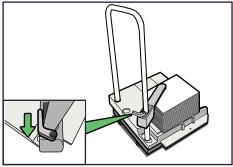
Take care not to let the paper stack topple.

4. Rest the paper press on top of the paper stack.



BQX141S

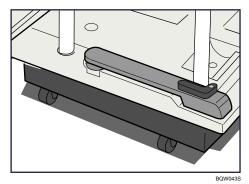
5. Pull the lever on the paper press toward you.



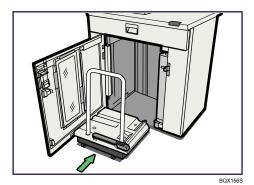
BQX1459

6. Transport the paper to where it is required, and then unload the handcart.

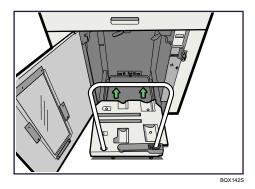
7. Return the paper press to its original location.



8. Put the handcart back inside the stacker.



Be careful to push the handcart in straight, not at an angle.



9. Close the stacker front cover.

The stacker tray begins elevating automatically and the Tray Moving Indicator begins flashing. When the Tray Moving Indicator stops flashing, the tray is fully elevated.

U Note

• Before moving the stacker, be sure to take the handcart out of the stacker.

Connecting and Using a Second Stacker

This section explains how to connect and use a second stacker.

If you install a second stacker, paper collection can continue without interruption when the first stacker becomes full. While one stacker is collecting paper, you can unload and reload the handcart of the other stacker.

Mportant (

- To switch output trays automatically, "Output Tray" must be set to [Auto Change] in [Output Tray Setting] under System Settings.
- When a second stacker is installed and "Output Tray" is set to [Auto Change], the output tray will
 change automatically in the following cases:
 - Whenever the receiving stacker becomes full and the other stacker tray is empty.
 - If the settings of the receiving stacker are changed from the receiving main control panel or a connected computer and the other stacker tray is empty.
 - If "Multi-job Output Method to Stacker" is set to [Do not Stack Jobs] and the other stacker tray is empty when a new job begins.



- Even if "Output Tray" is set to [Auto Change], output stops if the other stacker tray is not empty.
- If a paper jam occurs when a second stacker is installed, the Paper Jam button of the stacker in which the paper jam occurred lights red.

Locking the Stacker Front Cover

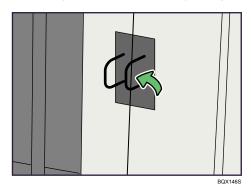
This section explains how to lock the stacker front cover.

The stacker has padlock loops that allows you to secure the front cover, preventing access to the stacker's interior.

If you are printing sensitive documents, use the following procedure to lock the stacker front cover.



- A padlock is not supplied with the stacker. Please provide the padlock yourself.
- 1. Push the padlock's hook through the padlock loops, and then close the padlock.



8. Remarks

This chapter describes how to maintain and operate the machine.

Dos and Don'ts

The following items should be followed during use of this machine.

WARNING

• Keep the machine away from flammable liquids, gases, and aerosols. A fire or an electric shock might occur.

ACAUTION

• Unplug the power cord from the wall outlet before you move the machine. While moving the machine, you should take care that the power cord will not be damaged under the machine.

Mportant !

- Do not turn the power off while the operation switch indicator is lit or blinking. Doing so may damage
 the hard disk.
- Before unplugging the power cord or turning off the main power switch, make sure remaining memory space is at 100%, as shown on the screen. See "Turning On/Off the Power".
- Do not touch areas on or around the fusing unit. These areas get hot.
- After scanning originals continuously, the exposure glass may become warm this is not a malfunction.
- The area around the ventilation holes might feel warm. This is caused by exhaust air and is not a
 malfunction.
- When you use this machine for a long time in a confined space without good ventilation, you may
 detect an odd smell. To keep the workplace comfortable, we recommend that you keep it well
 ventilated.
- If the machine is moved from a cold to a warm place, condensation may form inside it. After moving
 the machine, do not use it for at least an hour. The machine requires this time to adapt to its new
 environment.
- The machine will malfunction if its internal temperature becomes too high. Be sure not to block the intake and exhaust vents.
- Do not turn off the power while the machine is in operation. See "Turning On/Off the Power".
- Do not open the covers of the machine when it is in operation. If you do, misfeeds might occur.
- Do not move or tilt the machine when the power is on.
- Do not allow small objects such as paper clips to fall into or become stuck inside the machine.

- Do not knock the machine while it is operating (for instance, do not use the machine's surfaces to knock stacks of paper into square).
- Depending on the ambient temperature and humidity, steam may come from the exhaust vent behind the control panel during printing. This is water vapour from the paper, not a sign of malfunction.
- If condensation forms inside the machine as a result of temperature change, the machine may not print properly.
- Be sure to make a note of the registered machine settings in case they are lost due to accident or malfunction.
- The supplier shall not be liable for any loss or damage resulting from a failure of the machine, loss of settings, or use of the machine.

■ Reference

• p.76 "Turning On/Off the Power"

Where to Put Your Machine

This section describes precautions for installation and movement.

Machine Environment

Choose your machine's location carefully.

Environmental conditions greatly affect its performance.

Moving

This section describes precautions when moving the machine.

ACAUTION

Contact your service representative if you need to lift the machine (such as when relocating it to
another floor). Do not attempt to lift the machine without the assistance of your service
representative. The machine will be damaged if it topples or is dropped, resulting in malfunction
and risk of injury to users. The machine's various handling areas are for service engineer use only.
Do not touch these areas.

ACAUTION

• Before moving the machine, be sure to disconnect all external connections, especially the power cord from the wall outlet. Damaged power cords are a fire and electric shock hazard.

ACAUTION

Unplug the power cord from the wall outlet before you move the machine. While moving the
machine, you should take care that the power cord will not be damaged under the machine.

Mportant !

- Be careful when moving the machine. Take the following precautions:
 - Turn off the main power. For details about how to turn the main power off, see "Turning On/Off
 the Power".
 - Unplug the power cord from the wall outlet. When you pull out the plug from the socket, grip
 the plug to avoid damaging the cord, thereby reducing the risk of fire or electric shock.
 - Close all covers and trays, including the front cover.
 - Keep the machine level and carry it carefully, taking care not to jolt or tip it. Rough handling
 may cause a malfunction or damage the hard disk or memory, resulting in loss of stored files.

■ Reference

• p.76 "Turning On/Off the Power"

Optimum environmental conditions

This section describes precautions when locating the machine.

CAUTION

- Keep the machine away from humidity and dust. Otherwise a fire or an electric shock might occur.
- Do not place the machine on an unstable or tilted surface. If it topples over, an injury might occur.

CAUTION

• After you move the machine, use the caster fixture to fix it in place. Otherwise the machine might move or come down to cause an injury.

ACAUTION

- Make sure the room where you are using the machine is well ventilated and spacious. Good ventilation is especially important when the machine is used heavily.
- Temperature: 10-32 °C (50-89.6 °F) (humidity to be 54% at 32 °C, 89.6 °F)
- Humidity: 15-80% (temperature to be 27 °C, 80.6 °F at 80%)
- A strong and level base.
- The machine must be level within 5 mm, 0.2 inches: both front to rear and left to right.
- To avoid possible buildup of ozone, make sure to locate this machine in a large well ventilated room that has an air turnover of more than 30 m³/hr/person.

Environments to avoid

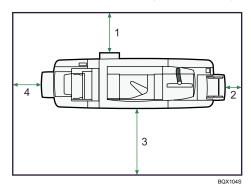
- Locations exposed to direct sunlight or other sources of strong light (more than 1,500 lux).
- Locations directly exposed to cool air from an air conditioner or heated air from a heater. (Sudden temperature changes can cause condensation to form inside the machine.)
- Locations close to machines generating ammonia, such as a diazo copy machine.
- Places where the machine will be subject to frequent strong vibration.
- Dusty areas.
- Areas with corrosive gases.

Q

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Access to the machine

Place the machine near the power source, providing the clearance areas shown.



1	Rear	43.2 cm (17.2 inches) or more
2	Right	3 cm (1.2 inches) or more
3	Front	65 cm (25.6 inches) or more
4	Left	40 cm (15.8 inches) or more



• For the required space when options are installed, contact your service representative.

Power Connection

This section describes power supply.

⚠WARNING

- Connect this machine only to a power source that matches the specifications shown in "Specifications for the Main Unit" in this manual and do not use an extension cord.
- Use of this machine with extension cords and power sources other than those that match the specifications shown constitutes an electric shock and fire hazard.

MARNING

 Power cords that are damaged, broken, modified, trapped under heavy objects, pulled hard, or bent severely are electric shock and fire hazards.

WARNING

 If the power cord is damaged (exposure of the core, disconnection, etc.), contact your service representative to change a new one. Operating the machine with a damaged power cord may cause an electric shock or fire.

CAUTION

• When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).

CAUTION

- To disconnect the power cord, pull it out by plug. Do not drag the cord itself. Doing so may result in damage to the cord, leading to fire or electric shock.
- Make sure the plug is inserted firmly in the wall outlet.
- Voltage must not fluctuate by more than 10%.
- The wall outlet shall be installed near the machine and shall be easily accessible.
- · Confirm how much power the options draw, and then plug them into an outlet that is nearby but separate from the outlet that the main machine is plugged into.

Maintaining Your Machine

If the exposure glass or ADF belt is dirty, copy clarity may be reduced. Clean these parts if they are dirty.



- · Do not use chemical cleaners or organic solvents, such as thinner or benzene. If such substances get inside the machine or melt plastic parts, a failure might occur.
- Do not clean parts other than those explicitly specified in this manual. Other parts should only be cleaned by your service representative.

How to maintain

Cleaning the machine: Wipe the machine with a soft, dry cloth. If this does not remove the dirt, wipe the machine with a damp and tightly wrung cloth. If a damp cloth still does not remove the dirt, try using a mild detergent. Wipe the machine with a dry cloth to remove the moisture, after using a damp cloth.

Cleaning the Exposure Glass

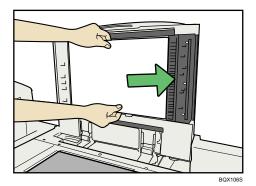
This section describes how to clean the exposure glass.



Wipe the surface of the exposure glass.

Cleaning the Auto Document Feeder

This section describes how to clean the ADF.



Wipe the surface of the belt, moving it.

Cleaning the Power Cable Plug



• Be sure to disconnect the plug from the wall outlet and clean the prongs and the area around the prongs at least once a year. Allowing dust to build up on the plug constitutes a fire hazard.

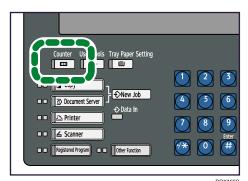
Q

Counter

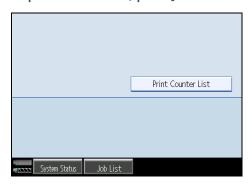
Displaying the Total Counter

You can display the total counter value used for all functions.

1. Press the [Counter] key.



2. To print a counter list, press [Print Counter List].



- 3. Press the [Start] key.
 - A counter list prints out.
- 4. Press [Exit].

Inquiry

The inquiry function lets you check the telephone numbers to contact for repairs, or ordering consumables such as toner. Be sure to contact your service engineer to verify the following:

Consumables

- Telephone No. to order
- Toner
- Staple
- Staple (Booklet)
- Binding Glue
- Black Binding Combs (50 sheets)
- White Binding Combs (50 sheets)
- Black Binding Combs (100 sheets)
- White Binding Combs (100 sheets)

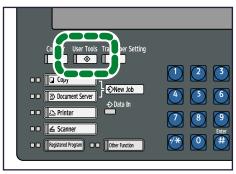
Machine Maintenance/Repair

- Telephone No.
- · Serial No. of Machine

Sales Representative

• Telephone No.

1. Press the [User Tools] key.



BQX155S

2. Press [Inquiry].



Inquiry information appears.

3. Press [Print Inquiry List].



- 4. Press the [Start] key.
 Inquiry information prints out.
- 5. Press [Exit] twice.

Checking the Earth Leakage Breaker

This section explains how to check the earth leakage breakers.

This machine and some of its options are equipped with earth leakage breakers.

For details about where they are located, see "Guide to Components".

WARNING

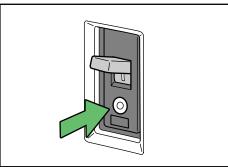
• Do not turn the earth leakage breakers from the off to the on position. Otherwise it might lead to an electric shock, or cause the circuit breakers to trip.

Once a year, check that the earth leakage breakers function properly. Normally, the breakers are in the On position.

Check all breakers in the same way.

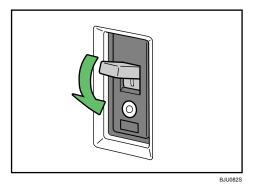


- If the earth leakage breakers are not functioning normally, contact your sales or service representative.
- 1. Press the operation switch to turn off the power.
- 2. Turn off the main power.
- 3. Using a ballpoint pen or similar pointed object, press in the earth leakage breaker's test button.

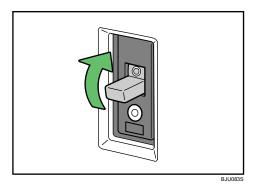


BJU081S

4. Check that the earth leakage breaker moves to the Off position.



5. Return the earth leakage breaker to the On position.



6. Turn on the main power.



- If the machine does not start up when you turn its main power switch back on, check whether the earth leakage breaker is in the Off position. If any breaker is in the Off position, contact your sales or service representative. Do not reset the earth leakage breaker yourself.
- If an option does not become operational when you turn on its main power, check if any of its breakers are in the Off position. If any breaker is in the Off position, contact your sales or service representative. Do not reset the earth leakage breaker yourself.

Reference

• p.51 "Guide to Components"

9. Appendix

This chapter describes the provided software and utilities CD-ROMs, and specifications.

Software and Utilities Included on the CD-ROM

This section explains the software and utilities CD-ROMs provided with this machine.

Two CD-ROMs come with this machine: "Printer Drivers and Utilities", and "Scanner Driver and Utilities".

The following are included in these CD-ROMs:

Font Manager

For installing new screen fonts, or organizing and managing fonts already in the system. For details about Font Manager, see the manual on the CD-ROM labeled "Printer Drivers and Utilities".

SmartDeviceMonitor for Admin

For the system administrator to manage network printers.

DeskTopBinder-SmartDeviceMonitor for Client

For users to manage their network print status.

Printer Utility for Mac

This utility allows users to download and manage a variety of fonts as well as manage printers. For details about this utility, see PostScript 3 Supplement.



Some documentation about using the machine is included on the CD-ROM in PDF format. For details
about using Adobe Acrobat Reader/Adobe Reader, see Adobe Acrobat Reader/Adobe Reader
online Help.

Viewing the Contents of the CD-ROM

This section explains how to view the contents of the CD-ROMs.

1. Insert the CD-ROM into the CD-ROM drive.

The installer starts.

2. Click [Browse This CD-ROM].

Explorer starts and displays the contents of the CD-ROM.

Printer Drivers for This Machine

This section explains printer drivers for this machine.

You can install the PCL printer drivers (PCL 5e and PCL 6), the RPCS printer driver, and the Adobe
PostScript printer drivers from the CD-ROM provided with this machine or download them from the
supplier's Web site. If your operating system is Windows XP x64/Vista x64, or Windows Server
2003/2003 R2/2008 x64, you must download the printer drivers from the supplier's Web site.
Select this machine and the operating system you are using, and then download them.

Printing requires installation of a printer driver for your operating system. The following drivers are included on the CD-ROM labeled "Printer Drivers and Utilities".

Printer Language	PCL 6	PCL 5e	RPCS	PostScript 3
Windows 2000 * 1	ОК	ОК	OK	OK
Windows XP *2	ОК	ОК	OK	OK
Windows Vista *3	ОК	ОК	OK	OK
Windows Server 2003/2003 R2*4	ОК	ОК	OK	OK
Windows Server 2008 *5	ОК	ОК	OK	OK
Mac OS *6	_	_	_	OK
Mac OS X *7	_	_	_	OK

- * 1 Microsoft Windows 2000 Professional / Microsoft Windows 2000 Server/Microsoft Windows 2000 Advanced Server
- *2 Microsoft Windows XP Professional/Microsoft Windows XP Home Edition
- *3 Microsoft Windows Vista Ultimate/Microsoft Windows Vista Enterprise/Microsoft Windows Vista Business/ Microsoft Windows Vista Home Premium/Microsoft Windows Vista Home Basic
- *4 Microsoft Windows Server 2003 Standard Edition/Microsoft Windows Server 2003 Enterprise Edition/ Microsoft Windows Server 2003 R2 Standard Edition/Microsoft Windows Server 2003 R2 Enterprise Edition
- *5 Microsoft Windows Server 2008 Standard/ Microsoft Windows Server 2008 Enterprise
- *6 Versions 8.6 to 9.2 of the Mac OS (Mac OS X Classic mode is supported.)
- *7 Mac OS X 10.1 or later (Native mode)

PCL printer drivers

Two kinds of PCL printer driver (PCL 5e and PCL 6) are included. These drivers allow your computer to communicate with this machine via a printer language.

RPCS printer driver

This printer driver allows the computer to communicate with the printer using a printer language. In addition to the conventional user interface, another preset user interface is provided.

Adobe PostScript Printer Drivers and PPD files

Adobe PostScript printer drivers allow the computer to communicate with the printer using a printer language. PPD files allow the printer driver to enable specific printer functions.

PPD files

PPD files allow the printer driver to enable specific printer functions.



- Some applications may require installation of the PCL 5e printer driver. In this case, you can install PCL 5e without having to install PCL 6.
- For details, see "Preparing the Machine", Printer Reference and PostScript 3 Supplement.

TWAIN Driver

This section describes the file path and system requirements of the TWAIN driver.

This driver is required to scan an original using a scanner. To use the machine as a network TWAIN scanner, this driver must be installed.

File path

The driver is included in the following folder on the CD-ROM labeled "Scanner Driver and Utilities" provided with this machine:

\DRIVERS\TWAIN

System requirements

Hardware

PC/AT-compatible machines that support the following operating system properly

Operating system

Windows 2000/XP/Vista

Windows Server 2003/2003 R2/2008

Display resolution

800 × 600 pixels, 256 colors or higher

DeskTopBinder Lite

This section describes the file path and system requirements of DeskTopBinder Lite.

DeskTopBinder is to be installed on the client computers for integration and management of various kinds of files such as scan files, files created with applications, and existing scan files. This software allows you to use various functions for stored scan files such as viewing stored files. Also, with the ScanRouter delivery software, you can view the files stored in in-trays of the delivery server, or use other functions for stored files.

For details about the software installed with DeskTopBinder Lite, see "DeskTopBinder Lite", Scanner Reference .

File path

The software is included in the following folder on the CD-ROM labeled "Scanner Driver and Utilities" provided with this machine:

\UTILITY\DESKV2

System requirements

- Hardware
 - PC/AT-compatible machines that support the operating system properly
- Operating system
 - When installing all functions of DeskTopBinder:
 - Windows 2000 Professional SP1 or later/2000 Server SP1 or later/2000 Advanced Server SP1 or later/XP Professional/XP Home Edition
 - When installing only SmartDeviceMonitor for Client:
 - Windows 2000 Professional SP1 or later/2000 Server SP1 or later/XP Professional/XP Home Edition

SmartDeviceMonitor for Admin

This section describes the file path and available functions of SmartDeviceMonitor for Admin.

SmartDeviceMonitor for Admin is an application that uses TCP/IP and IPX/SPX to monitor network printers. It can monitor multiple network printers using IP address. We recommend that network administrators use this application.

File path

SmartDeviceMonitor for Admin is stored in the following folder in the CD-ROM labeled "Printer Drivers and Utilities":

\NETWORK\DEVMON\ADMIN\DISK1

Operating system	Protocol stack
Windows 2000	TCP/IP provided with Windows 2000
	IPX/SPX provided with Windows 2000
	NetWare Client provided with Windows 2000
	Novell Client provided with Windows 2000

Operating system	Protocol stack	
Windows XP	TCP/IP provided with Windows XP	
	IPX/SPX provided with Windows XP	
	NetWare Client provided with Windows XP	
	Novell Client provided with Windows XP	
Windows Vista	TCP/IP provided with Windows Vista	
	Novell Client provided with Windows Vista	
Windows Server 2003	TCP/IP provided with Windows Server 2003/2003 R2	
	IPX/SPX provided with Windows Server 2003/2003 R2	
	NetWare Client provided with Windows Server 2003/2003 R2	
	Novell Client provided with Windows Server 2003/2003 R2	
Windows Server 2008	TCP/IP provided with Windows Server 2008	
	Novell Client provided with Windows Server 2008	

Available functions

SmartDeviceMonitor for Admin has the functions to check the followings:

- · Printer supplies such as paper or toner
- · Results of print jobs executed from the computer



• For details, see Network and System Settings Guide , and SmartDeviceMonitor for Admin Help.

DeskTopBinder-SmartDeviceMonitor for Client

This section describes the file path and system requirements of DeskTopBinder-SmartDeviceMonitor for Client.

DeskTopBinder-SmartDeviceMonitor for Client allows you to manage and print various data such as files created with an application, images scanned with a scanner, and existing images as one document.

File path

DeskTopBinder-SmartDeviceMonitor for Client is stored in the following folder on the CD-ROM labeled "Printer Drivers and Utilities":

\NETWORK\DEVMON\CLIENT\DISK1

Operating environment of the printer driver

Applicable computer

Machines which properly work with the applicable OS below. PC/AT compatible machine.

• Applicable OS

Windows 2000/XP/Vista

Windows Server 2003/2003 R2/2008



- See "DeskTopBinder Lite", Scanner Reference or Help of DeskTopBinder-SmartDeviceMonitor for Client.
- SmartDeviceMonitor for Client is also included in DeskTopBinder and DeskTopBinder Lite. See Help of DeskTopBinder-SmartDeviceMonitor for Client.

Specifications for the Main Unit

This section describes specifications for the main unit.

Configuration:

Console

Photosensitivity type:

OPC drum

Original scanning:

One-dimensional solid scanning system through CCD

Copy process:

Dry electrostatic transfer system

Development:

Dry two-component magnetic brush development system

Fusing:

Heating roll pressure system

Scan resolution:

600 dpi × 600 dpi

Copy/Print resolution:

1200 dpi × 1200 dpi

Exposure glass:

Stationary original exposure type

Original reference position:

Rear left corner

Warm-up time (23°C, rated voltage):

360 seconds or less

Originals:

Sheet/book/objects

Maximum original size:

A3□, 11 × 17□

Paper size:

- Tray 1: A4 \mathbb{D} , 8 $^{1}/_{2} \times 11\mathbb{D}$
- Tray 2, 3:

g

A3D, B4 JISD, A4DD, A5DD, B5 JISDD, $12 \times 18D$, $11 \times 17D$, $8^1/_2 \times 14D$, $8^1/_2 \times 13D$, $8^1/_2 \times 11DD$, $8^1/_2 \times 5^1/_2DD$, $8^1/_4 \times 13D$, $8 \times 13D$, $7^1/_4 \times 10^1/_2DD$, 8KD, 16KD, $11 \times 14D$, $11 \times 14D$, $10 \times 15D$, $11 \times 15D$, $10 \times 14D$, $13 \times 18D$, SRA3D, SRA4DD, 226×310 mmDD, 310×432 mmD, custom size

• Duplex:

A3D, A4DD, A5DD, A6D, B4 JISD, B5 JISDD, B6 JISD, $11 \times 17D$, $8^1/_2 \times 14D$, $8^1/_2 \times 13D$, $8^1/_2 \times 11DD$, $8^1/_4 \times 14D$, $8^1/_4 \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^1/_4 \times 10^1/_2DD$, $8^1/_2 \times 5^1/_2DD$, 210×182 mmD, 210×170 mmD, 210×340 mmD, 8KD, 16KDD, $12 \times 18D$, $11 \times 15D$, $11 \times 14D$, $10 \times 15D$, $10 \times 14D$, $13 \times 19^1/_5D$, $13 \times 19D$, $12^3/_5 \times 19^1/_5D$, $12^3/_5 \times 18^1/_2D$, $13 \times 18D$, SRA3D, SRA4DD, 226×310 mmDD, 310×432 mmD, custom size

Paper weight:

- Tray 1 ⁻ Tray 3: 52.0 ⁻ 216.0 g/m² (14 lb. Bond ⁻ 80 lb. Cover)
- Duplex: 52.0 216.0 g/m² (14 lb. Bond 80 lb. Cover)

For details about and recommendations concerning thick paper, see "Thick Paper".

Non-reproduction area (Copier):

- Leading edge: 4 ± 2 mm
- Trailing edge: 0.3 ⁻ 4 mm
- Left and Right: 2 ± 1.5 mm

First copy/print time:

- Type 1: 3.5 seconds or less
- Type 2: 3.2 seconds or less
- Type 3: 3.0 seconds or less

(A4D, $8^{1}/_{2} \times 11D$, 100% reproduction, feeding from Tray 1, on the exposure glass)

Copying speed:

• Type 1:

90 copies/minute (A4 \mathbb{D} , 8 $^{1}/_{2}$ ×11 \mathbb{D})

• Type 2:

110 copies/minute (A4 \square , 8 $^{1}/_{2}$ ×11 \square)

• Type 3:

135 copies/minute (A4 \square , 8 $^{1}/_{2}$ ×11 \square)

Reproduction ratio:

Preset reproduction ratios:

Enlargement

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	Z	/	

Metric version	Inch version
400%	400%
200%	200%
141%	155%
122%	129%
115%	121%

• Full size

Metric version	Inch version
100%	100%

• Reduction

Metric version	Inch version
93%	93%
82%	85%
75%	78%
71%	73%
65%	65%
50%	50%
25%	25%

Zoom: From 25 to 400% in increments of 1%

Maximum continuous copy run:

9999 sheets

Paper capacity (80 g/m² (20 lb. Bond)):

• Tray 1 (Tandem tray): 2,200 sheets (1,100 sheets × 2)

• Tray 2 (550-sheet tray): 550 sheets

• Tray 3 (550-sheet tray): 550 sheets

Power Source:

208⁻240 V, 50/60 Hz, 20A or more

Please be sure to connect the power cord to a power source as above. For details about power source, see "Power Connection".

Power consumption:

• Main unit only

	Type 1	Type 2	Туре 3
Warm-up	About 1.94 kW	About 1.96 kW	About 2.03 kW
Stand-by	About 309 W	About 343 W	About 336 W
During printing	About 1.70 kW	About 1.93 kW	About 2.24 kW
Maximum	About 2.95 kW	About 2.97 kW	About 3.75 kW

• Complete system

	Type 1	Type 2	Type 3
Warm-up	About 1.98 kW	About 2.00 kW	About 2.08 kW
Stand-by	About 355 W	About 389 W	About 373 W
During printing	About 1.78 kW	About 2.03 kW	About 2.36 kW
Maximum	About 3.03 kW	About 3.05 kW	About 3.82 kW

The complete system consists of the main unit, Decurler, Finisher SR5000, interposer, Wide LCT, and multi bypass tray.

Dimensions (W × D × H up to ADF):

870 × 860 × 1,476 mm, 34.3 × 33.9 × 58.2 inches

Space for main unit (W × D):

- 1,202 × 860 mm, 47.4 × 33.9 inches (optional output tray is not installed.)
- 5,024 × 860 mm, 197.8 × 33.9 inches (including the Decurler, Booklet Finisher SR5020, Trimmer, Multi-Folding Unit, interposer, ADF, Wide LCT, and multi bypass tray.)

Noise emission:

- Sound power level:
 - Main unit only

	Type 1	Type 2	Type 3
Stand-by	Less than 59.4 dB	Less than 60.2 dB	Less than 60.1 db
	(A)	(A)	(A)

	Type 1	Type 2	Туре 3
Copying	Less than 72.6 dB	Less than 74.3 dB	Less than 76.2 db
	(A)	(A)	(A)

• Complete System

	Type 1	Type 2	Type 3
Stand-by	Less than 58.7 dB (A)	Less than 59.2 dB (A)	Less than 59.3 dB (A)
Copying	Less than 75.0 dB (A)	Less than 75.8 dB (A)	Less than 77.2 dB (A)

• Sound pressure level:

• Main unit only

	Type 1	Type 2	Type 3
Stand-by	Less than 45.4 dB	Less than 46.5 dB	Less than 46.4 dB
	(A)	(A)	(A)
Copying	Less than 57.8 dB	Less than 60.2 dB	Less than 61.8 dB
	(A)	(A)	(A)

• Complete system

	Type 1	Type 2	Type 3
Stand-by	Less than 44.9 dB	Less than 45.2 dB	Less than 45.1 dB
	(A)	(A)	(A)
Copying	Less than 60.3 dB	Less than 61.0 dB	Less than 62.6 dB
	(A)	(A)	(A)

- Sound power level and sound pressure level are actual values measured in accordance with ISO 7779.
- Sound power level and sound pressure level are measured from the position of the bystander/operator.
- The complete system consists of the main unit, Decurler, Booklet Finisher SR5020, and Wide LCT.

Weight:

Approx. 315 kg, 694.5 lb.

- p.121 "Thick Paper"
- p.161 "Power Connection"

Document Server

HDD (Document Server):

Approx. 186 GB

Maximum: 15,000 pages

(Total number of pages that can be accommodated stored with all functions combined)

Copier /A4 original: 3,000

Printer/ A3/600 dpi, 1 bit: about 15,000

Scanner /A4/200 dpi, 8 bits/JPEG: about 2,000

(Under the printer and scanner functions, the number of the pages that can be stored depends on the print image and original.)

Maximum number of stored documents:

Maximum: 3,000

Number of Pages Supported by Memory Sorting:

Maximum: 20,000 pages

Copier /A4 original: about 5,000

Printer/ A4/600 dpi, 1 bit: about 20,000

(Under the printer function, the number of the pages that can be sorted depends on the print image.)



• If you need to change the capacity of the document server, contact your service representative.

Auto Document Feeder

Mode:

ADF mode, Batch mode, SADF mode, Mixed Size mode, Custom Size originals mode, Thin Paper mode

Original size:

Metric version:

• 1-sided originals: A3 - A5 - A5

2-sided originals: A3□ - A5□□

• 1-sided originals: $11 \times 17D^{-5} / 2 \times 8^{1} / 2D^{-5}$

• 2-sided originals: $11 \times 17 \Box - 5^{1}/_{2} \times 8^{1}/_{2} \Box$

Original weight:

• 1-sided originals: 52 - 128 g/m² (14 - 34 lb. Bond)

• 2-sided originals: 52 ⁻ 105 g/m² (14 ⁻ 28 lb. Bond)

• Thin paper mode: $40^{-128} \text{ g/m}^2 (11^{-34} \text{ lb. Bond})$

Number of originals to be set:

100 sheets (80 g/m² (20 lb. Bond))

Power consumption:

Less than 130 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $680 \times 560 \times 150$ mm, $26.8 \times 22 \times 5.9$ inches

Weight:

Approx. 17.5 kg, 38.6 lb.



• Specifications are subject to change without notice.

Specifications for Decurl Unit DU5000 (Optional)

This section describes specifications for Decurl Unit DU5000.

Paper size:

A3D, A4DD, A5DD, A6D, B4 JISD, B5 JISDD, B6 JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{4} \times 14D$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, $8^{1}/_{2} \times 5^{1}/_{2}DD$, $210 \times 182 \text{ mm}$, $210 \times 170 \text{ mm}$, $210 \times 340 \text{ mm}$, 8KD, 16KDD, $12 \times 18D$, $11 \times 15D$, $11 \times 14D$, $10 \times 15D$, $10 \times 14D$, $13 \times 19^{1}/_{5}D$, $13 \times 19D$, $12^{3}/_{5} \times 19^{1}/_{5}D$, $13 \times 18D$, SRA3D, SRA4DD, $226 \times 310 \text{ mm}$ DD, $310 \times 432 \text{ mm}$ D, custom size

Paper weight:

40 - 300 g/m² (11 lb. Bond - 110 lb. Cover)

Power consumption:

Approx. 30 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $170 \times 730 \times 990$ mm, $6.7 \times 28.8 \times 39$ inches

Weight:

Approx. 30 kg, 66.2 lb.

Specifications for Finisher SR5000 (Optional)

This section describes specifications for Finisher SR5000.

Finisher Upper Tray

This section describes specifications for the finisher upper tray of Finisher SR5000.

Paper size:

• Without Z-fold:

A3D, A4DD, A5DD, A6D, B4 JISD, B5 JISDD, B6 JISDD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{4} \times 14D$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, $5^{1}/_{2} \times 8^{1}/_{2}DD$, $210 \times 182 \text{ mmD}$, $210 \times 170 \text{ mmD}$, $210 \times 340 \text{ mmD}$, 8KD, 16KDD, $12 \times 18D$, $11 \times 15D$, $11 \times 14D$, $10 \times 15D$, $10 \times 14D$, $13 \times 19^{1}/_{5}D$, $13 \times 19D$, $12^{3}/_{5} \times 19^{1}/_{5}D$, $12^{3}/_{5} \times 18^{1}/_{2}D$, $13 \times 18D$, $13 \times 18D$, $13 \times 19D$, $13 \times 18D$, $13 \times 19D$, $13 \times 19D$, $13 \times 18D$, $13 \times 19D$, $13 \times 19D$, $13 \times 18D$, $13 \times 19D$, $13 \times 19D$, $13 \times 18D$, $13 \times 19D$, 13×19

• With Z-fold:

A3D, A4D, B4 JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD, $12 \times 18D$

Paper weight:

• Without Z-fold:

52 - 216 g/m² (14 lb. Bond - 80 lb. Cover)

• With Z-fold:

64⁻ 105 g/m² (17 ⁻ 28 lb. Bond)

Stack capacity (80 g/m² (20 lb. Bond)):

- Without Z-fold:
 - 500 sheets: A4DD, A5DD, A6D, B5 JISDD, B6 JISD, 8¹/₂ × 11DD, 8 × 10D, 7¹/₄ × 10¹/₂DD, 8¹/₂ × 5¹/₂DD, 210 × 182 mmD, 210 × 170 mmD, 16KDD
 - 250 sheets: A3D, B4 JISD, 11 × 17D, 8¹/₂ × 14D, 8¹/₂ × 13D, 8¹/₄ × 14D, 8¹/₄ × 13D, 8 × 13D, 210 × 340 mmD, 8KD, 12 × 18D, 11 × 15D, 11 × 14D, 10 × 15D, 10 × 14D, 13 × 19¹/₅D, 13 × 19D, 12³/₅ × 19¹/₅D, 12³/₅ × 18¹/₂D, 13 × 18D. SRA3D, SRA4DD, 226 × 310 mmDD, 310 × 432 mmD
- With Z-fold:

30 sheets

Finisher Shift Tray

This section describes specifications for the finisher shift tray of Finisher SR5000.

Paper size:

• Without Z-fold:

A3 \Box , A4 \Box , A5 \Box , B4 JIS \Box , B5 JIS \Box , 11 × 17 \Box , 8 $^{1}/_{2}$ × 14 \Box , 8 $^{1}/_{2}$ × 13 \Box , 8 $^{1}/_{2}$ × 11 \Box , 8 $^{1}/_{4}$ × 14 \Box , 8 $^{1}/_{4}$ × 13 \Box , 8 × 13 \Box , 8 × 10 \Box , 7 $^{1}/_{4}$ × 10 $^{1}/_{2}$ \Box , 8 $^{1}/_{2}$ × 5 $^{1}/_{2}$ \Box , 210 × 182 mm \Box , 210 × 170 mm \Box , 210 × 340 mm \Box , 8K \Box , 16K \Box , 12 × 18 \Box , 11 × 15 \Box , 11 × 14 \Box , 10 × 15 \Box , 10 × 14 \Box , 13 × 19 $^{1}/_{5}$ \Box , 13 × 19 \Box , 12 $^{3}/_{5}$ × 19 $^{1}/_{5}$ \Box , 12 $^{3}/_{5}$ × 18 $^{1}/_{2}$ \Box , 13 × 18 \Box , SRA3 \Box , SRA4 \Box , 226 × 310 mm \Box , 310 × 432 mm \Box , custom size

• With Z-fold:

A3D, B4 JISD, A4D, $12 \times 18D$, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD

Paper weight:

• Without Z-fold:

40 - 300 g/m² (11 lb. Bond - 110 lb. Cover)

• With Z-fold:

64 - 105 g/m² (17 - 28 lb. Bond)

Stack capacity (80 g/m² (20 lb. Bond)):

• Without Z-fold:

• 3,000 sheets: A4 \mathbb{D} , B5 JIS \mathbb{D} , 8 $^{1}/_{2} \times 11\mathbb{D}$

• 1,500 sheets: A3 \square , B4 JIS \square , A4 \square , B5 JIS \square , 11 × 17 \square , 8 $^1/_2$ × 14 \square , 8 $^1/_2$ × 11 \square

• 1,000 sheets: $12 \times 18 \square$, $13 \times 19^{1}/_{5} \square$

• 500 sheets: A5 \mathbb{D} , 8 $^{1}/_{2} \times 5{^{1}/_{2}} \mathbb{D}$

• 100 sheets: A5 \Box , $5^{1}/_{2} \times 8^{1}/_{2}\Box$

• With Z-fold:

30 sheets

Staple paper size:

• Without Z-fold:

A3D, B4 JISD, A4DD, B5 JISDD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{4} \times 14D$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, 210×182 mmD, 210×170 mmD, 210×340 mmD, 210×160 DD, $11 \times 15D$, $11 \times 14D$, $10 \times 15D$, $10 \times 14D$ DD

• With Z-fold:

A3□, B4 JIS□, 11 × 17□

Staple paper weight:

• Without Z-fold:

52 - 216 g/m² (14 lb. Bond - 80 lb. Cover)

• With Z-fold:

Staple capacity (80 g/m² (20 lb. Bond)):

- Without Z-fold:
 - 50 sheets:

A3 \square , B4 JIS \square , 11 × 17 \square , 11 × 15 \square , 11 × 14 \square , 10 × 15 \square , 10 × 14 \square , 8¹/₂ × 14 \square , 8¹/₄ × 14 \square , 8 × 10 \square , 210 × 182 mm \square , 210 × 170 mm \square , 210 × 340 mm \square , 8K \square

• 100 sheets:

A4DC, B5 JISDC,
$$8^{1}/_{2} \times 13^{1}$$
, $8^{1}/_{2} \times 11^{1}$ DC, $8^{1}/_{4} \times 13^{1}$, 8×13^{1} , $7^{1}/_{4} \times 10^{1}/_{2}$ DC, 16 KDC

• With Z-fold:

10 sheets: A3D, B4 JISD, A4D, 11 × 17D, $8^{1}/_{2}$ × 14D, $8^{1}/_{2}$ × 11D, 8KD

Stack capacity after stapling (80 g/m² (20 lb. Bond)):

- Without Mixed Size:
 - 2 9 sheets: 150 sets (A4DD, B5 JISDD, 81/2 × 11DD)
 - 10 100 sheets: 200 30 sets (A4DD, B5 JISDD, 81/2×11DD)
 - 2 9 sheets: 150 sets (A3D, B4 JISD, 11 × 17D, 8¹/₂ × 14D)
 - 10 50 sheets: 150 30 sets (A3D, B4 JISD, 11 × 17D, 8¹/₂ × 14D)
- With Mixed Size:
 - 2 50 sheets: 30 sets (A3D/A4D, B4 JISD/ B5 JISD, 11 × 17D/ 8¹/₂ ×11D)

Staple position:

4 positions (Top, Top Slant, Bottom, 2 Staples)

Power consumption:

120 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $800 \times 730 \times 980$ mm, $31.5 \times 28.7 \times 38.6$ inches

Weight:

Approx. 75 kg, 165.4 lb.

Specifications for Booklet Finisher SR5020 (Optional)

This section describes specifications for Booklet Finisher SR5020.

Finisher Upper Tray

This section describes specifications for the finisher upper tray of Booklet Finisher SR5020.

Paper size:

• Without Z-fold:

A3 \$\box, A4 \$\box, A5 \$\box, A6 \$\box, B4 \$JIS \$\box, B5 \$JIS \$\box, B6 \$JIS \$\box, 11 \times 17 \$\box, 8^1/_2 \times 14 \$\box, 8^1/_2 \times 13 \$\box, 8^1/_2 \times 10 \$\box, 7^1/_4 \times 10^1/_2 \$\box, 5^1/_2 \times 8^1/_2 \$\box, 210 \times 182 \$\text{mmD}\$, 210 \times 170 \$\text{mmD}\$, 210 \times 340 \$\text{mmD}\$, 8K\$\box, 16K\$\box, 12 \times 18\$\box, 11 \times 15\$\box, 11 \times 14\$\box, 10 \times 15\$\box, 10 \times 14\$\box, 13 \times 19^1/_5\$\box, 13 \times 19\$\box, 226 \times 310 \$\text{mmD}\$\box, 310 \times 432 \$\text{mmD}\$, custom size

• With Z-fold:

A3D, A4D, B4JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD, $12 \times 18D$

Paper weight:

• Without Z-fold:

52 - 216 g/m² (14 lb. Bond - 80 lb. Cover)

• With Z-fold:

64 - 105 g/m² (17 - 28 lb. Bond)

Stack capacity (80 g/m² (20 lb. Bond)):

- Without Z-fold:
 - 250 sheets: A4DD, A5DD, A6D, B5 JISDD, B6 JISD, $8^{1}/_{2} \times 11$ DD, 8×10 D, $7^{1}/_{4} \times 10^{1}/_{2}$ DD, $8^{1}/_{2} \times 5^{1}/_{2}$ DD, 210 × 182 mmD, 210 × 170 mmD, 16KDD
 - 50 sheets: A3D, B4 JISD, 11 × 17D, 8¹/₂ × 14D, 8¹/₂ × 13D, 8¹/₄ × 14D, 8¹/₄ × 13D, 8 × 13D, 210 × 340 mmD, 8KD, 12 × 18D, 11 × 15D, 11 × 14D, 10 × 15D, 10 × 14D, 13 × 19¹/₅D, 13 × 19D, 12³/₅ × 19¹/₅D, 12³/₅ × 18¹/₂D, 13 × 18D, SRA3D, SRA4DD, 226 × 310 mmDD, 310 × 432 mmD
- With Z-fold:
 - 20 sheets: A4DD, A5DD, A6D, B5 JISDD, B6 JISD, 8¹/₂ × 11DD, 8 × 10D, 7¹/₄ × 10¹/₂DD, 8¹/₂ × 5¹/₂DD, 210 × 182 mmD, 210 × 170 mmD, 16KDD
 - 30 sheets: A3D, B4 JISD, 11 × 17D, 8¹/₂ × 14D, 8¹/₂ × 13D, 8¹/₄ × 14D, 8¹/₄ × 13D, 8 × 13D, 210 × 340 mmD, 8KD, 12 × 18D, 11 × 15D, 11 × 14D, 10 × 15

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 \Box , $10 \times 14\Box$, $13 \times 19^{1}/_{5}\Box$, $13 \times 19\Box$, $12^{3}/_{5} \times 19^{1}/_{5}\Box$, $12^{3}/_{5} \times 18^{1}/_{2}\Box$, 13×18 \Box , SRA3 \Box , SRA4 \Box C, 226 × 310 mm \Box C, 310 × 432 mm \Box

Finisher Shift Tray

This section describes specifications for the finisher shift tray of Booklet Finisher SR5020.

Paper size:

• Without Z-fold:

A3D, B4 JISD, A4DD, A5DD, B5 JISDD, $12 \times 18D$, $11 \times 17D$, $11 \times 15D$, $10 \times 14D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{4} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{2} \times 5^{1}/_{2}DD$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, 8KD, 16KDD, 210×182 mmD, 210×170 mmD, 210×340 mmD, $11 \times 14D$, $10 \times 15D$, $13 \times 19^{1}/_{5}D$, $13 \times 19D$, $12^{3}/_{5} \times 19^{1}/_{5}D$, $12^{3}/_{5} \times 18^{1}/_{2}D$, $13 \times 18D$, SRA3D, SRA4DD, 226×310 mmDD, 310×432 mmD, custom size

• With Z-fold:

A3D, A4D, B4 JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD, $12 \times 18D$

Paper weight:

• Without Z-fold:

40 - 300 g/m² (11 lb. Bond - 110 lb. Cover)

• With Z-fold:

64 - 105 g/m² (17 - 28 lb. Bond)

Stack capacity (80 g/m² (20 lb. Bond)):

- Without Z-fold:
 - 2,500 sheets: A4 \mathbb{P} , B5 JIS \mathbb{P} , 8 $^{1}/_{2} \times 11\mathbb{P}$
 - 1,500 sheets: A3D, A4D, B4 JISD, B5 JISD, 11 × 17D, 8¹/₂ × 14D, 8¹/₂ × 11D, SRA4DD, 226 × 310 mmDD
 - 1,000 sheets: $12 \times 18 \,\Box$, $13 \times 19^{1}/_{5} \,\Box$, $13 \times 19 \,\Box$, $12^{3}/_{5} \times 19^{1}/_{5} \,\Box$, $12^{3}/_{5} \times 18^{1}/_{2} \,\Box$, $13 \times 18 \,\Box$, SRA3 \Box , $310 \times 432 \,\mathrm{mm}$
 - 500 sheets: A5D, 5¹/₂ × 8¹/₂D
 - 100 sheets: A5 \Box , $5^{1}/_{2} \times 8^{1}/_{2}\Box$
- With Z-fold:
 - 30 sheets: A3□, B4 JIS□, 12 × 18□, 11 × 17□, 8¹/₂ × 14□
 - 20 sheets: A4 \square , 8 $^{1}/_{2} \times 11\square$

Staple paper size:

• Without Z-fold:

A3D, A4DD, B4 JISD, B5 JISDD, 11 × 17D, $8^{1}/_{2}$ × 14D, $8^{1}/_{2}$ × 13D, $8^{1}/_{2}$ × 11DD, $8^{1}/_{4}$ × 14D, $8^{1}/_{4}$ × 13D, 8 × 13D, 8 × 10D, $7^{1}/_{4}$ × $10^{1}/_{2}$ DD, 210 × 182 mmD, 210 × 170 mmD, 210 × 340 mmD, 8KD, 16KDD, 11 × 15D 11 × 14D, 10 × 15D, 10 × 14D

• With Z-fold:

A3□, B4 JIS□, 11 × 17□

Staple paper weight:

• Without Z-fold:

64 - 90 g/m² (17 - 24 lb. Bond)

• With Z-fold:

64 - 105 g/m² (17 - 28 lb. Bond)

Staple capacity (80 g/m² (20 lb. Bond)):

- Without Z-fold:
 - 50 sheets:

A3 \square , B4 JIS \square , 11 × 17 \square , 11 × 15 \square , 11 × 14 \square , 10 × 15 \square , 10 × 14 \square , 8¹/₂ × 14 \square , 8¹/₄ × 14 \square , 8 × 10 \square , 210 × 182 mm \square , 210 × 170 mm \square , 210 × 340 mm \square , 8K \square

• 100 sheets:

A4 \square , B5 JIS \square , $8^{1}/_{2} \times 13\square$, $8^{1}/_{2} \times 11\square$, $8^{1}/_{4} \times 13\square$, $8 \times 13\square$, $7^{1}/_{4} \times 10^{1}/_{2}\square$, 16K \square

- 50 sheets: With Mixed Size mode
- With Z-fold:

10 sheets: A3 \Box , A4 \Box , B4 JIS \Box , 11 × 17 \Box , 8¹/₂ × 14 \Box , 8¹/₂ × 11 \Box , 8K \Box , 12 × 18 \Box

Stack capacity after stapling (80 g/m² (20 lb. Bond)):

- Without Mixed Size:
 - 20 100 sheets: 125 25 sets (A4 \mathbb{D} , B5 JIS \mathbb{D} , 8 $^1/_2 \times 11\mathbb{D}$)
 - 10 $^-$ 19 sheets: 200 $^-$ 105 sets (A4 \square , B5 JIS \square , 8 $^1/_2 \times 11\square$)
 - 2 9 sheets: 150 sets (A4 \square , B5 JIS \square , 8 $^1/_2 \times 11\square$)
 - 10 ⁻ 100 sheets: 150 ⁻ 15 sets (A4□, B5 JIS□, 8¹/₂ × 11□)
 - 2 ⁻ 9 sheets: 150 sets (A4□, B5 JIS□, 8¹/₂ × 11□)
 - 10 ⁻ 50 sheets: 150 ⁻ 30 sets (A3□, B4 JIS□, 11 × 17□, 8¹/₂ × 14□)
 - 2 $^-$ 9 sheets: 150 sets (A3 \square , B4 JIS \square , 11 × 17 \square , 8 $^1/_2$ × 14 \square)
- With Mixed Size:
 - 2 50 sheets: 30 sets (A3D/A4D, B4 JISD/B5 JISD, 11 × 17D/8¹/₂ ×11D)

Staple position:

8 positions (Top 1, Center, Left 2, Top 2, Bottom 1, Slant, Top Right 1, Right 2)

Finisher Booklet Tray

This section describes specifications for the finisher booklet tray of Booklet Finisher SR5020.

Saddle stitch paper size:

A3
$$\square$$
, A4 \square , B4 JIS \square , B5 JIS \square , 11 × 17 \square , 8 $^1/_2$ × 14 \square , 8 $^1/_2$ × 11 \square , 8 $^1/_4$ × 13 \square , 12 × 18 \square , 13 × 19 $^1/_5$ \square , 13 × 19 \square , 12 $^3/_5$ × 19 $^1/_5$ \square , 12 $^3/_5$ × 18 $^1/_2$ \square , 13 × 18 \square , SRA3 \square , SRA4 \square , 226 × 310 mm \square , 310 × 432 mm \square

Saddle stitch paper weight:

Saddle stitch capacity (80 g/m² (20 lb. Bond)):

Max. 20 sheets

Stack capacity after saddle stitching (80 g/m² (20 lb. Bond)):

• 2 - 5 sheets: 30 sets

• 6 - 10 sheets: 15 sets

• 11 - 15 sheets: 10 sets

• 16 - 20 sheets: 5 sets

Saddle stitch position:

Center 2 positions

Power source:

120 V, 60 Hz, 2 A

Power consumption:

Approx. 250 W (A separate power source is required.)

Dimensions (W \times D \times H):

 $990 \times 730 \times 1,130$ mm, $39 \times 28.8 \times 44.5$ inches

Weight:

Approx. 130 kg, 286.6 lb.

Specifications for Punch Unit PU5000 (Optional)

This section describes specifications for Punch Unit PU5000.

To use the Punch Unit PU5000, the Finisher SR5000 is required.

Paper size:

Punch unit type	Paper size
2 & 4 holes type: 2 holes	\square : A3, B4 JIS, A4, B5 JIS, A5, A6, B6 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, 8 $^{1}/_{2}$ × 14, 8 $^{1}/_{2}$ × 11, 5 $^{1}/_{2}$ × 8 $^{1}/_{2}$, 7 $^{1}/_{4}$ × 10 $^{1}/_{2}$, 8 × 13, 8 $^{1}/_{2}$ × 13, 8 $^{1}/_{4}$ × 13, 8 $^{1}/_{4}$ × 14, 8 × 10, 8K, 16K, 210 × 340 mm
2 & 4 holes type: 2 holes	\Box : A4, B5 JIS, A5, $8^{1}/_{2} \times 5^{1}/_{2}$, $8^{1}/_{2} \times 11$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K, 210 × 182 mm, 210 × 170 mm
2 & 4 holes type: 4 holes	□: A3, B4 JIS, 11 × 17, 11 × 15, 11 × 14, 8K
2 & 4 holes type: 4 holes	\square : A4, B5 JIS, $8^{1}/_{2} \times 11$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K
4 holes type: 4 holes	\square : A3, B4 JIS, A4, B5 JIS, A5, B6 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, $8^{1}/_{2}$ × 14, $8^{1}/_{2}$ × 11, $5^{1}/_{2}$ × $8^{1}/_{2}$, $7^{1}/_{4}$ × $10^{1}/_{2}$, 8 × 13, 8 × 10, $8^{1}/_{2}$ × 13, $8^{1}/_{4}$ × 13, 8K, 16K, 210 × 340 mm
4 holes type: 4 holes	D: A4, B5 JIS, A5, 8 ¹ / ₂ × 11, 5 ¹ / ₂ × 8 ¹ / ₂ , 7 ¹ / ₄ × 10 ¹ /2, 16K, 210 × 182 mm, 210 × 170 mm, 210 × 340 mm
2 & 3 holes type: 2 holes	\Box : A3, B4 JIS, A4, B5 JIS, A5, A6, B6 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, 8 $^{1}/_{2}$ × 14, 8 $^{1}/_{2}$ × 11, 5 $^{1}/_{2}$ × 8 $^{1}/_{2}$, 7 $^{1}/_{4}$ × 10 $^{1}/_{2}$, 8 × 13, 8 × 10, 8 $^{1}/_{2}$ × 13, 8 $^{1}/_{4}$ × 13, 8K, 16K, 210 × 340 mm
2 & 3 holes type: 2 holes	D: A4, B5 JIS, A5, 8 ¹ / ₂ × 11, 5 ¹ / ₂ × 8 ¹ / ₂ , 7 ¹ / ₄ × 10 ¹ / ₂ , 16K, 210 × 182 mm, 210 × 170 mm, 210 × 340 mm
2 & 3 holes type: 3 holes	□: A3, B4 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, 8K

Punch unit type	Paper size
2 & 3 holes type: 3 holes	\square : A4, B5 JIS, $8^{1}/_{2} \times 11$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K

Paper weight:

• 2 & 3 holes: 52 ⁻ 163 g/m² (14 lb. Bond ⁻ 90 lb. Index)

• 4 holes: 52 ⁻ 128 g/m² (14 ⁻ 34 lb. Bond)

Dimensions (W \times D \times H):

 $463 \times 105 \times 100$ mm, $18.3 \times 4.2 \times 4.0$ inches

Weight:

Approx. 4.5 kg, 10 lb.

Specifications for Punch Unit PU5020 (Optional)

This section describes specifications for Punch Unit PU5020.

To use the Punch Unit PU5020, the Finisher SR5020 is required.

Paper size:

Punch unit type	Paper size
2 & 4 holes type: 2 holes	\square : A3, B4 JIS, A4, B5 JIS, A5, A6, B6 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, 8 $^{1}/_{2}$ × 14, 8 $^{1}/_{2}$ × 11, 5 $^{1}/_{2}$ × 8 $^{1}/_{2}$, 7 $^{1}/_{4}$ × 10 $^{1}/_{2}$, 8 × 13, 8 $^{1}/_{2}$ × 13, 8 $^{1}/_{4}$ × 13, 8 $^{1}/_{4}$ × 14, 8 × 10, 8K, 16K, 210 × 340 mm
2 & 4 holes type: 2 holes	\square : A4, B5 JIS, A5, $8^{1}/_{2} \times 5^{1}/_{2}$, $8^{1}/_{2} \times 11$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K, 210 × 182 mm, 210 × 170 mm
2 & 4 holes type: 4 holes	□: A3, B4 JIS, 11 × 17, 11 × 15, 11 × 14, 8K
2 & 4 holes type: 4 holes	\square : A4, B5 JIS, $8^{1}/_{2} \times 11$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K
4 holes type: 4 holes	\square : A3, B4 JIS, A4, B5 JIS, A5, B6 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, $8^{1}/_{2}$ × 14, $8^{1}/_{2}$ × 11, $5^{1}/_{2}$ × $8^{1}/_{2}$, $7^{1}/_{4}$ × $10^{1}/_{2}$, 8 × 13, 8 × 10, $8^{1}/_{2}$ × 13, $8^{1}/_{4}$ × 13, 8K, 16K, 210 × 340 mm
4 holes type: 4 holes	$ \Box$: A4, B5 JIS, A5, $8^{1}/_{2} \times 11$, $5^{1}/_{2} \times 8^{1}/_{2}$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K, 210 × 182 mm, 210 × 170 mm, 210 × 340 mm
2 & 3 holes type: 2 holes	\Box : A3, B4 JIS, A4, B5 JIS, A5, A6, B6 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, 8 $^{1}/_{2}$ × 14, 8 $^{1}/_{2}$ × 11, 5 $^{1}/_{2}$ × 8 $^{1}/_{2}$, 7 $^{1}/_{4}$ × 10 $^{1}/_{2}$, 8 × 13, 8 × 10, 8 $^{1}/_{2}$ × 13, 8 $^{1}/_{4}$ × 13, 8K, 16K, 210 × 340 mm
2 & 3 holes type: 2 holes	$ \Box$: A4, B5 JIS, A5, $8^{1}/_{2} \times 11$, $5^{1}/_{2} \times 8^{1}/_{2}$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K, 210 × 182 mm, 210 × 170 mm, 210 × 340 mm
2 & 3 holes type: 3 holes	□: A3, B4 JIS, 11 × 17, 11 × 15, 11 × 14, 10 × 15, 10 × 14, 8K

Punch unit type	Paper size
2 & 3 holes type: 3 holes	\square : A4, B5 JIS, $8^{1}/_{2} \times 11$, $7^{1}/_{4} \times 10^{1}/_{2}$, 16K

Paper weight:

- 2 & 3 holes: 52 ⁻ 209 g/m² (14 lb. Bond ⁻ 110 lb. Index)
- 4 holes: 52 ⁻ 163 g/m² (14 lb. Bond ⁻ 90 lb. Index)

Dimensions (W \times D \times H):

 $46 \times 408.5 \times 70.5$ mm, $1.8 \times 16.1 \times 2.8$ inches

Weight:

Approx. 1 kg, 2.2 lb.

Specifications for Multi-Folding Unit FD5000 (Optional)

This section describes specifications for Multi-Folding Unit FD5000.

To use the Multi-Folding Unit, the Finisher SR5000 or the Booklet Finisher SR5020 is required.

Paper size:

• With Z-fold:

A3D, A4D, B4 JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD, $12 \times 18D$

• With Half Fold:

A3 \Box , A4 \Box , B4 JIS \Box , B5 JIS \Box , 11 × 17 \Box , 8 $^{1}/_{2}$ × 14 \Box , 8 $^{1}/_{2}$ × 11 \Box , 8K \Box , 12 × 18 \Box , 13 × 19 $^{1}/_{5}$ \Box , 13 × 19 \Box , 12 $^{3}/_{5}$ × 19 $^{1}/_{5}$ \Box , 12 $^{3}/_{5}$ × 18 $^{1}/_{2}$ \Box , 13 × 18 \Box , SRA3 \Box , SRA4 \Box , 226 × 310 mm \Box , 310 × 432 mm \Box

• With Letter Fold-out:

A3 \Box , A4 \Box , B4 JIS \Box , B5 JIS \Box , 11 × 17 \Box , 8¹/₂ × 14 \Box , 8¹/₂ × 11 \Box , 8K \Box , 12 × 18 \Box

• With Letter Fold-in:

A3D, A4D, B4 JISD, B5 JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD, $12 \times 18D$

• With Double Parallel Fold:

A3 \square , A4 \square , B4 JIS \square , B5 JIS \square , 11 × 17 \square , 8¹/₂ × 14 \square , 8¹/₂ × 11 \square , 8K \square , 12 × 18 \square

With Gate Fold:

A3D, A4D, B4 JISD, B5 JISD, $11 \times 17D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{2} \times 11D$, 8KD, $12 \times 18D$

- With Multi-sheet fold:
 - Half Fold:

A3 \Box , A4 \Box , B4 JIS \Box , B5 JIS \Box , 11 × 17 \Box , 8 $^{1}/_{2}$ × 14 \Box , 8 $^{1}/_{2}$ × 11 \Box , 8K \Box , 12 × 18 \Box , 13 × 19 $^{1}/_{5}\Box$, 13 × 19 \Box , 12 $^{3}/_{5}$ × 19 $^{1}/_{5}\Box$, 12 $^{3}/_{5}$ × 18 $^{1}/_{2}\Box$, 13 × 18 \Box , SRA3 \Box , SRA4 \Box , 226 × 310 mm \Box , 310 × 432 mm \Box

• Letter Fold-out:

A4 \Box , B4 JIS \Box , B5 JIS \Box , 8 $^{1}/_{2} \times 14\Box$, 8 $^{1}/_{2} \times 11\Box$

• Letter Fold-in:

A3 \square , A4 \square , B4 JIS \square , B5 JIS \square , 11 × 17 \square , 8 $^1/_2$ × 14 \square , 8 $^1/_2$ × 11 \square , 8K \square , 12 × 18 \square

Paper weight:

• With Z-fold:

 $64 - 105 \text{ g/m}^2 (17 - 28 \text{ lb. Bond})$

• With Half Fold:

• With Letter Fold-out:

• With Letter Fold-in:

$$64 - 105 \text{ g/m}^2 (17 - 28 \text{ lb. Bond})$$

• With Double Parallel Fold:

• With Gate Fold:

$$64 - 105 \text{ g/m}^2 (17 - 28 \text{ lb. Bond})$$

• With Multi-sheet fold:

$$64 - 80 \text{ g/m}^2 (17 - 20 \text{ lb. Bond})$$

• Without Fold:

Power source:

Power consumption:

Maximum 270 W (A separate power source is required.)

Dimensions (W \times D \times H):

Weight:

Approx. 92 kg, 202.9 lb.



• Coated paper cannot be used with the Multi-sheet Fold function.

Specifications for Interposer (Optional)

This section describes specifications for the interposer.

Paper size:

A3D, A4DD, A5DD, B4 JISD, B5 JISDD, $12 \times 18D$, $11 \times 17D$, $11 \times 15D$, $10 \times 14D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{4} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{2} \times 5^{1}/_{2}DD$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, 8KD, 16KDD, 210×182 mmD, 210×170 mmD, 210×340 mmD, $11 \times 14D$, $10 \times 15D$, $13 \times 19^{1}/_{5}D$, $13 \times 19D$, $12^{3}/_{5} \times 19^{1}/_{5}D$, $12^{3}/_{5} \times 18^{1}/_{2}D$, $13 \times 18D$, SRA3D, SRA4DD, 226×310 mmDD, 310×432 mmD, custom size

- Width: 139.7 330.2 mm (5.5 13 inches)
- Length: 139.7 487.7 mm (5.5 19.2 inches)

Paper weight:

52 - 216 g/m² (14 lb. Bond - 80 lb. Cover)

Paper capacity (80 g/m² (20 lb. Bond)):

200 sheets × 2

Power consumption:

Maximum 90 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $540 \times 730 \times 1,270$ mm, $21.3 \times 28.7 \times 50$ inches

Weight:

Approx. 45 kg, 98.0 lb.

Specifications for Large Capacity Tray (Optional)

This section describes specifications for the LCT.

Paper size:

A4D, B5 JISD, A5DD,
$$8^{1}/_{2} \times 11D$$
, $8^{1}/_{2} \times 5^{1}/_{2}DD$

Paper weight:

- Tray 4, 5: 52 216 g/m² (14 lb. Bond 80 lb. Cover)
- Tray 6: 52 163 g/m² (14 lb. Bond 90 lb. Index)

Paper capacity (80 g/ m^2 , 20 lb. Bond):

- Tray 4, 5: 1,000 sheets (80 g/m² (20 lb. Bond))
- Tray 6: 2,550 sheets (80 g/m² (20 lb. Bond))

Power consumption:

Maximum 135 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $540 \times 730 \times 980$ mm, $21.3 \times 28.8 \times 38.6$ inches

Weight:

Approx. 102 kg, 224.9 lb.

Specifications for Wide Large Capacity Tray (Optional)

This section describes specifications for the Wide LCT.

Paper size:

A3D, B4 JISD, A4DD, A5DD, A6D, B5 JISDD, B6 JISDD, 12 × 18D, 11 × 17D, 11 × 15D, 10 × 14D, $8^{1}/_{2}$ × 14D, $8^{1}/_{4}$ × 14D, $8^{1}/_{2}$ × 13D, $8^{1}/_{2}$ × 11DD, $8^{1}/_{2}$ × $5^{1}/_{2}$ DD, $8^{1}/_{4}$ × 13D, 8×13 D, 8×13 D, 8×10 D, $7^{1}/_{4}$ × $10^{1}/_{2}$ DD, 8KD, 16KDD, 210 × 182 mmD, 210 × 170 mm D, 210 × 340 mmD, 11 × 14D, 10 × 15D, 13 × $19^{1}/_{5}$ D, 13 × $19^{1}/_{5}$ D, 13 × $19^{1}/_{5}$ D, 310 × 432 mmD, custom size

Paper weight:

Tray 4, 6: 52 ⁻ 256 g/m² (14 lb. Bond ⁻ 140 lb. Index) Tray 5: 40 ⁻ 300 g/m² (11 lb. Bond ⁻ 110 lb. Cover)

Paper capacity (80 g/m² (20 lb. Bond)):

Tray 4, 6: 1,000 sheets (80 g/m² (20 lb. Bond)) Tray 5: 2,000 sheets (80 g/m² (20 lb. Bond))

Power consumption:

Maximum 258 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $880.5 \times 730 \times 980$ mm, $34.7 \times 28.8 \times 38.6$ inches

Weight:

Approx. 170 kg, 77.2 lb.



 The paper width between 100 and 139.7 mm (3.94 and 5.5 inches) are available only when the special side fence is utilized.

Specifications for Multi Bypass Tray (Optional)

This section describes specifications for the multi bypass tray.

To use the multi bypass tray, the large capacity tray or the wide large capacity tray is required.

Paper size:

A3D, B4 JISD, A4DD, A5DD, A6D, B5 JISDD, B6 JISDD, 12 × 18D, 11 × 17D, 11 × 15D, 10 × 14D, $8^{1}/_{2}$ × 14D, $8^{1}/_{4}$ × 14D, $8^{1}/_{2}$ × 13D, $8^{1}/_{2}$ × 11DD, $8^{1}/_{2}$ × $5^{1}/_{2}$ DD, $8^{1}/_{4}$ × 13D, 8×13 D, 8×10 D, $7^{1}/_{4}$ × $10^{1}/_{2}$ DD, 8KD, 16KDD, 210 × 182 mmD, 210 × 170 mm D, 210 × 340 mmD, 11 × 14D, 10 × 15D, 13 × $19^{1}/_{5}$ D, 10 × 432 mmD, custom size

- Width: 100 330.2 mm (3.94 13 inches)
- Length: 139.7 487.7 mm (5.5 19.2 inches)

Paper weight:

52 - 256 g /m² (14 lb. Bond - 140 lb. Index)

Paper capacity (80 g/m² (20 lb. Bond)):

500 sheets

Power consumption:

Maximum. 75 W (Power is supplied from the main unit.)

Dimensions (W \times D \times H):

 $702 \times 560 \times 210$ mm, $28 \times 22.1 \times 8.3$ inches

Weight:

Approx. 18 kg, 39.7 lb.



- The maximum custom width differs depending on which tray is installed:
 - Large Capacity Tray (LCT): 305.0 mm (12 inches)
 - Wide Large Capacity Tray (Wide LCT): 330.2 mm (13 inches)
- The following paper sizes cannot be used if the LCT is installed: $13 \times 19^1/_5 \square$, $13 \times 19 \square$, $12^3/_5 \times 19^1/_5 \square$, $12^3/_5 \times 18^1/_2 \square$, $13 \times 18 \square$, SRA3 \ndots, SRA4 \ndots, 226 \times 310 mm \ndots \ndots, 310 \times 432 mm \ndots

Specifications for Ring Binder (Optional)

This section describes specifications for Ring Binder RB5000.

Paper size (ring binding / comb binding punching):

$$A4D$$
, $8^{1}/_{2} \times 11D$

Paper weight (ring binding / comb binding punching):

Ring binder main unit:

- Ring binding capacity: 100 sheets
- · Capacity of the ring comb cartridge: 80 ring combs
- Ring comb type: 50-sheet type (white, black), 100-sheet type (white, black)
- Comb binding punch holes: 23 holes, 21 holes

Ring binder tray:

- Tray capacity
 - 51 to 100 leaf binding: 11 sets
 - In comb binding punch mode: 50 sheets

Power source:

120 V, 60 Hz, 5 A

Power consumption:

Maximum 400 W (A separate power source is required.)

Dimensions (W \times D \times H):

870 × 730 × 980 mm, 34.3 × 28.8 × 38.6 inches

Weight:

Approx. 145 kg, 319.7 lb.



- You can apply 23-hole ring binding or punching to A4 sheets only if the A4 punch unit is installed.
- You can apply 21-hole ring binding or hole punching to $8^{1}/_{2} \times 11$ in sheets only if the Letter punch unit is installed.

Specifications for Perfect Binder GB5000 (Optional)

This section describes specifications for Perfect Binder GB5000.

Paper size:

- · Cover:
 - Regular: A3 \square , B4 JIS \square , 11 × 17 \square , 8K \square , 11 × 15 \square , 12 × 18 \square , 13 × 19 $^1/_5\square$, 13 × 19 \square , 12 $^3/_5$ × 19 $^1/_5\square$, 12 $^3/_5$ × 18 $^1/_2\square$, 13 × 18 \square , SRA3 \square , 310 × 432 mm \square
 - Custom:

```
Width: 257 - 330.2 mm (10.2 - 13.0 inches)
Length: 364 - 487.7 mm (14.4 - 19.3 inches)
```

- Book block:
 - Regular: A4 \mathbb{D} , B5 JIS \mathbb{D} , $8^1/_2 \times 11\mathbb{D}$, $7^1/_4 \times 10^1/_2\mathbb{D}$, $16K\mathbb{D}$, SRA4 \mathbb{D} , 226 × 310 mm \mathbb{D}
 - Custom:

```
Width: 257 - 330.2 mm (10.2 - 13.0 inches)
Length: 182 - 228.6 mm (7.2 - 9.0 inches)
```

Paper weight:

- Cover: 90.0 300.0 g/m² (24 lb. Bond 110 lb. Cover)
- Book block: $64.0^{-1}63.0 \text{ g/m}^2 (17 \text{ lb. Bond}^{-90 \text{ lb. Index}})$

Perfect binder main unit:

Perfect binding capacity:

Book block capacity:

```
10 <sup>-</sup> 200 sheets (paper weight: 64.0 <sup>-</sup> 80.0 g/m<sup>2</sup> (17 <sup>-</sup> 20 lb. Bond))
10 <sup>-</sup> 150 sheets (paper weight: 81.0 <sup>-</sup> 105.0 g/m<sup>2</sup> (20 <sup>-</sup> 28 lb. Bond))
```

- Book block spine: Up to 23 mm (0.9 inch)
- Glue capacity: 380 g (0.83 lb.)

Interposer

Tray capacity: 200 sheets × 2 (height: 24 mm or less)

Lower left tray

```
Tray capacity (paper weight: 64.0^{-}80.0~g/m^{2} (17 ^{-}20 lb. Bond)) Book block capacity:
```

10 sheets: 26 sets

30 sheets: 17 sets 50 sheets: 13 sets 80 sheets: 8 sets 100 sheets: 7 sets 200 sheets: 4 sets

Power source:

208 V, 60 Hz, 3 A

Power consumption:

Maximum 623 W (A separate power source is required.)

Dimensions (W \times D \times H):

1090 × 791 × 1387 mm, 43.0 × 31.2 × 54.7 inches

Weight:

Approx. 350 kg, 771.7 lb.



- Load cover sheets in the interposer.
- Load cover sheets in the \square orientation only, not in any other orientation.
- Load book block sheets into the paper tray.
- Load book blocks in the \square orientation only, not in any other orientation.

Specifications for Trimmer Unit TR5020 (Optional)

This section describes specifications for Trimmer Unit TR5020.

To use the Trimmer Unit TR5020, the Booklet Finisher SR5020 is required.

Paper size:

A3 \square , A4 \square , B4 JIS \square , B5 JIS \square , 11 × 17 \square , 8 $^1/_2$ × 14 \square , 8 $^1/_2$ × 11 \square , 12 × 18 \square , 13 × 19 $^1/_5$ \square , 13 × 19 \square , 12 $^3/_5$ × 19 $^1/_5$ \square , 12 $^3/_5$ × 18 $^1/_2$ \square , 13 × 18 \square , SRA3 \square , SRA4 \square , 226 × 310 mm \square , 310 × 432 mm \square

Paper weight:

64 - 90 g/m² (17 lb. - 24 lb. Bond)

Stack capacity (80 g/m² (20 lb. Bond)):

- 2 5 sheets: 60 sets
- 6 10 sheets: 45 sets
- 11 20 sheets: 30 sets
- 15 20 sheets: 20 sets (A4□, 8¹/₂ × 14□ or smaller)

Power source:

120 V, 60 Hz, 2 A

Power consumption:

Maximum 75 W (A separate power source is required.)

Dimensions (W \times D \times H):

 $1,115 \times 590 \times 555$ mm, $43.9 \times 23.3 \times 21.9$ inches

Weight:

Approx. 70 kg, 154.4 lb.

Specifications for High Capacity Stacker SK5010 (Optional)

This section describes specifications for High Capacity Stacker SK5010.

Stacker Upper tray

This section describes specifications for the stacker upper tray of the High Capacity Stacker SK5010.

Paper size:

A3D, B4 JISD, A4DD, A5DD, A6D, B5 JISDD, B6 JISD, $12 \times 18D$, $11 \times 17D$, $11 \times 15D$, $10 \times 14D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{4} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{2} \times 5^{1}/_{2}DD$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, 8KD, 16KDD, 210×182 mmD, 210×170 mmD, 210×340 mmD, $11 \times 14D$, $10 \times 15D$, $13 \times 19^{1}/_{5}D$, $13 \times 19D$, $12^{3}/_{5} \times 19^{1}/_{5}D$, $12^{3}/_{5} \times 18^{1}/_{2}D$, $13 \times 18D$, SRA3D, SRA4DD, 226×310 mmDD, 310×432 mmD, custom size

Paper weight:

40 - 300 g/m² (11 lb. Bond - 110 lb. Cover)

Stack capacity (80 g/m² (20 lb. Bond)):

250 sheets

Stacker Tray

This section describes specifications for the stacker tray of the High Capacity Stacker SK5010.

Paper size:

A3D, B4 JISD, A4DD, A5DD, B5 JISDD, $12 \times 18D$, $11 \times 17D$, $11 \times 15D$, $10 \times 14D$, $8^{1}/_{2} \times 14D$, $8^{1}/_{4} \times 14D$, $8^{1}/_{2} \times 13D$, $8^{1}/_{2} \times 11DD$, $8^{1}/_{2} \times 5^{1}/_{2}DD$, $8^{1}/_{4} \times 13D$, $8 \times 13D$, $8 \times 10D$, $7^{1}/_{4} \times 10^{1}/_{2}DD$, 8KD, 16KDD, 210×182 mmD, 210×170 mmD, 210×340 mmD, $11 \times 14D$, $10 \times 15D$, $13 \times 19^{1}/_{5}D$, $13 \times 19D$, $12^{3}/_{5} \times 19^{1}/_{5}D$, $12^{3}/_{5} \times 18^{1}/_{2}D$, $13 \times 19D$, 10×432 mmD, custom size

Paper weight:

40 - 300 g/m² (11 lb. Bond - 110 lb. Cover)

Stack capacity (80 g/m² (20 lb. Bond)):

• 5,000 sheets: A3\$\oplus\$, B4\$\JIS\$\oplus\$, A4\$\oplus\$\oplus\$, 12 \times 18\$\oplus\$, 11 \times 17\$\oplus\$, 11 \times 15\$\oplus\$, 10 \times 14\$\oplus\$, 8\$\frac{1}{2}\$\times 14\$\oplus\$, 8\$\frac{1}{4}\$\times 14\$\oplus\$, 8\$\frac{1}{2}\$\times 13\$\oplus\$, 8 \times 10\$\oplus\$, 7\$\frac{1}{4}\$\times 10\$\frac{1}{2}\$\oplus\$, 8K\$\oplus\$, 16K\$\oplus\$\oplus\$, 210 \times 182 mm\$\oplus\$, 210 \times 170 mm\$\oplus\$, 210 \times 340 mm\$\oplus\$,

• 2,500 sheets: A5 $\Box\Box$, B5 JIS $\Box\Box$, $8^{1}/_{2} \times 5^{1}/_{2}\Box\Box$

Power source:

120 V, 60 Hz, 2 A

Power consumption:

Max. 120 W (A separate power source is required.)

Dimensions (W \times D \times H):

 $900 \times 980 \times 730$ mm, $35.5 \times 38.6 \times 28.8$ inches

Weight:

Approx. 135 kg, 297.7 lb.



- Two stackers cannot be connected at the same time when one of the following options is installed:
 - Perfect Binder
 - Multi-Folding Unit
 - Ring Binder
 - Finisher SR5000

Specifications for IEEE 1284 Interface Board (Optional)

This section describes specifications for the IEEE 1284 interface board.



• Do not use an IEEE 1284 cable that is longer than 3 meters.

Transmission spec.:

IEEE 1284

Required cable:

Standard IEEE 1284 compliant Micro Centronics 36 pin cable

Specifications for Wireless LAN Board (Optional)

This section describes specifications for the wireless LAN board.

Transmission spec.:

- Based on IEEE 802.11a/b/g (wireless LAN)
- Based on IEEE 802.11b/g (wireless LAN)

Protocol:

TCP/IP, IPX/SPX, AppleTalk

Data transfer speed:

Auto select from the following speed:

1 Mbps, 2 Mbps, 5.5 Mbps, 6 Mbps, 9 Mbps, 11 Mbps, 12Mbps, 18Mbps, 24 Mbps, 36 Mbps, 48 Mbps, 54 Mbps

Frequency range:

- IEEE 802.11a/b/g wireless LAN:
 - Metric version:
 - 2412 2472 MHz (1 13 channels)
 - 5180 5320 MHz (36, 40, 44, 48, 52, 56, 60, and 64 channels)
 - Inch version:
 - 2412 2462 MHz (1 11 channels)
 - 5180 5320 MHz (36, 40, 44, 48, 52, 56, 60, and 64 channels)
- IEEE 802.11b/g wireless LAN:

Metric version: 2412 - 2462 MHz (1 - 11 channels)

Transmission mode:

- Ad hoc mode
- Infrastructure mode



• SmartDeviceMonitor and Web Image Monitor are supported.

Specifications for Bluetooth Interface Unit (Optional)

This section describes specifications for the Bluetooth interface unit.

Supported Profiles:

- SPP (Serial Port Profile)
- HCRP (Hardcopy Cable Replacement Profile)
- BIP (Basic Imaging Profile)

Frequency Range:

2.45 GHz ISM band

Data Transmission Speed:

723 kbps

Maximum Range:

10 m



• The transmission speed is adjusted according to factors such as the distance and obstacles between the devices, radio signal condition and Bluetooth adaptor.

Specifications for Gigabit Ethernet (Optional)

This section describes specifications for the Gigabit Ethernet.

Interface Connector:

10Base-T, 100Base-TX, 1000Base-T

Data Transmission Speed:

1000 Mbps, 100 Mbps, 10 Mbps

Protocol:

TCP/IP, IPX/SPX, AppleTalk

Distance Between Devices:

100 m

Specifications for Other Options

This section describes specifications for other options.

A3 / 11 × 17 Tray Unit

You can load A3 → or 11 × 17 → paper in tray 1 using this unit.

Copy Connector

You can utilize the connect copy function bridging two machines with the Copy Connector.

Copy Data Security Unit

The Copy Data Security Unit deletes images and prints the gray ground color of the paper when the documents marked unauthorized are copied.

DataOverWriteSecurity Unit

The DataOverWriteSecurity Unit automatically overwrites the data that remains on the hard disk.

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