

# **Replacement Guide: TCRU/ORU**

**Model Name:**

**Pro C901S/Pro C901**

Read this manual carefully before using this machine and keep it handy for future reference.

# How to Read This Manual

## Introduction

This manual contains detailed instructions and notes on the operation and use of this machine. For your safety and benefit, read this manual carefully before using the machine. Keep this manual in a handy place for quick reference.

## Symbols

This manual uses the following symbols:

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

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

### Important:

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.

### Note:

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

### [ ]

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

### [ ] key

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

## **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.
- The manufacturer shall not be responsible for any damage or expense that might result from use of other than genuine parts with this machine.

## **Notes**

- Contents of this manual are subject to change without prior notice.
- This manual covers several different models, and therefore contains functions and settings that may not be available for your model. Images, illustrations, and functions may differ from those of your model.
- 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.
- 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.

## Power Switch Symbols

Where symbols are used on or near switches on machines for Europe and other areas, the meaning of each symbol conforms with IEC60417.

 ON

 STANDBY

## Power Plug and Power Cord

1. Always make sure that the power plug is fully completely into the wall outlet. A partially inserted plug could lead to heat generation (due to a power surge caused by high resistance) that can result in fire and other problems.
2. Always check the power plug and make sure that it is free of dust and lint. Clean it if necessary. A dirty plug can generate heat that can result in fire.
3. Inspect the length of the power cord for cuts or other damage. A frayed or otherwise damaged power cord can cause a short circuit which could lead to a fire or injury from electrical shock. If the power cord is damaged in any way, call for service.
4. Check the length of the power cord between the machine and power supply. Make sure the power cord is not coiled or wrapped around any object such as a table leg. Coiling the power cord can cause excessive heat to build up and this could result in fire.
5. Make sure that the area around the wall outlet is free of obstacles so the power cord can be removed quickly in case of an emergency.
6. Make sure that the power cord is grounded (earthed) at the wall outlet using the ground wire on the plug.
7. Insert the power cord into the wall outlet directly. Never use an extension cord.
8. When disconnecting the power plug from the wall outlet, always pull on the plug, not the cable.

## Safety Information

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

### 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**

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

##### **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.

#### Handling power cords and power plugs

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

##### **WARNING**

- Unplug the power cord from the wall outlet before moving the machine. While moving the machine, take care that the power cord is not damaged under the machine.
- When disconnecting the power plug from the wall outlet, always pull the plug (not the cable).

#### Handling the main machine

This section explains safety precautions about handling the main machine.

##### **WARNING**

- If you use the machine in a confined space, make sure there is a continuous air turnover.
- To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.

## Handling the machine's interior

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

### **WARNING**

- Do not allow paper clips, staples, or other small metallic objects to fall inside the machine.
- The inside of this machine gets very hot. Do not touch the parts with a label indicating the "hot surface". Otherwise, an injury might occur.
- The fusing section of this machine gets very hot. Caution should be taken when removing misfed paper.

## Handling the machine's supplies

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

### **WARNING**

- The fusing unit becomes extremely hot during operation, so to prevent minor burns, turn the machine off and allow it to cool for at least 30 minutes before you remove the fusing unit.
- The fusing unit weighs approximately 29 kg (63.9 lb.) so two people are required to lift and move it. Handle it carefully when you remove it to avoid dropping it and causing damage or minor injuries.
- Before replacing the developer, make sure that the machine's parts are all closed.

### **CAUTION**

- Keep toner (used or unused) and toner containers out of reach of children.
- Do not use aluminum foil, carbon paper, or similar conductive paper to avoid a fire or machine failure.
- If toner or used toner is inhaled, gargle with plenty of water and move into a fresh air environment. Consult a doctor if necessary.
- If toner or used toner gets into eyes, wash eyes immediately using lots of water. Consult a doctor if necessary.
- If toner or used toner is swallowed, dilute it by drinking lots of water. Consult a doctor if necessary.
- 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 it using cold water. Hot water will set the toner into the fabric and might make removing the stain impossible.
- When removing used toner filter, avoid getting toner (new or used) on your skin. If toner comes into contact with your skin, wash the affected area thoroughly with soap and water. Hot water will set the toner into the fabric and make removing the stain impossible.

**SAFETY AND ECOLOGICAL NOTES FOR DISPOSAL**

1. Do not incinerate toner bottles or used toner. Toner dust may ignite suddenly when exposed to an open flame.
2. Dispose of used toner, developer, and organic photoconductors in accordance with local regulations. (These are non-toxic supplies.)
3. Dispose of replaced parts in accordance with local regulations.

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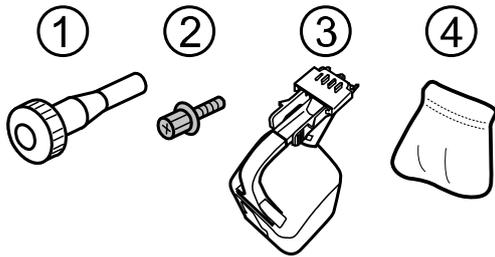
# 1. Before You Begin

This manual is only for operators who have received training in the procedures shown in this manual. General users are not to perform the procedures shown in this manual.

- Never perform any procedure in this manual if you have not received proper training.
- If you have received training and are not sure about how to do a procedure then call for service.
- Even if you have received training, never attempt any procedure that is not shown in this manual.
- Contents of this manual are subject to change without prior notice. In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating this machine.

## 1.1 What You Need

Use only the tools and materials described in this manual. Use of other tools or materials could damage the machine or cause injury.



- ① Accessory hex screwdriver
- ② Black hex screws
- ③ Developer bottle
- ④ Drum setting powder pad applicator

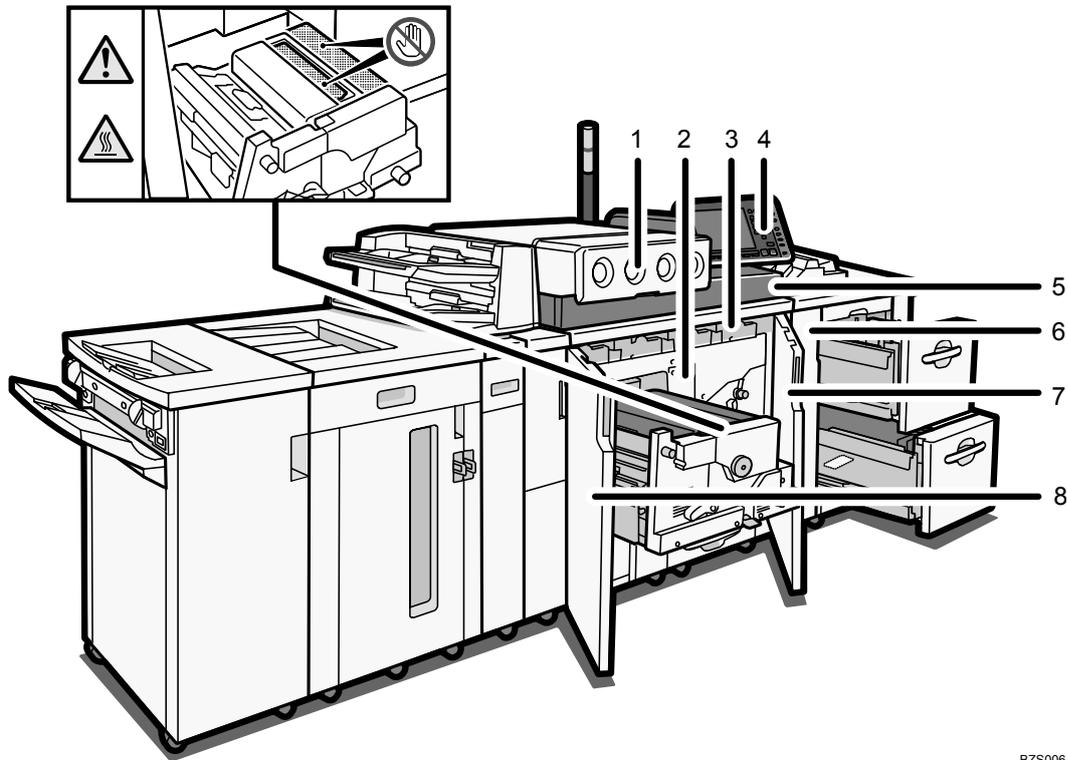
RPG017S

You will need the following items:

- Accessory hex screwdriver ① (provided). Needed to remove the black hex screws ② from the machine. The black screws in the machine are the only screws that should be removed.
- Drum setting powder pad applicator (provided). Needed to apply a thin coated of powder on the drum.
- Newspaper or other paper. Needed to cover your work surface and prevent toner spillage from components removed from the machine.

**Important:** The accessory hex screwdriver and drum setting powder pad are included in the kit that is supplied this machine. Keep this kit in a safe place where you can find it later. If the kit is not available, contact your supervisor or call for service.

## 1.2 Names of Components



BZS006

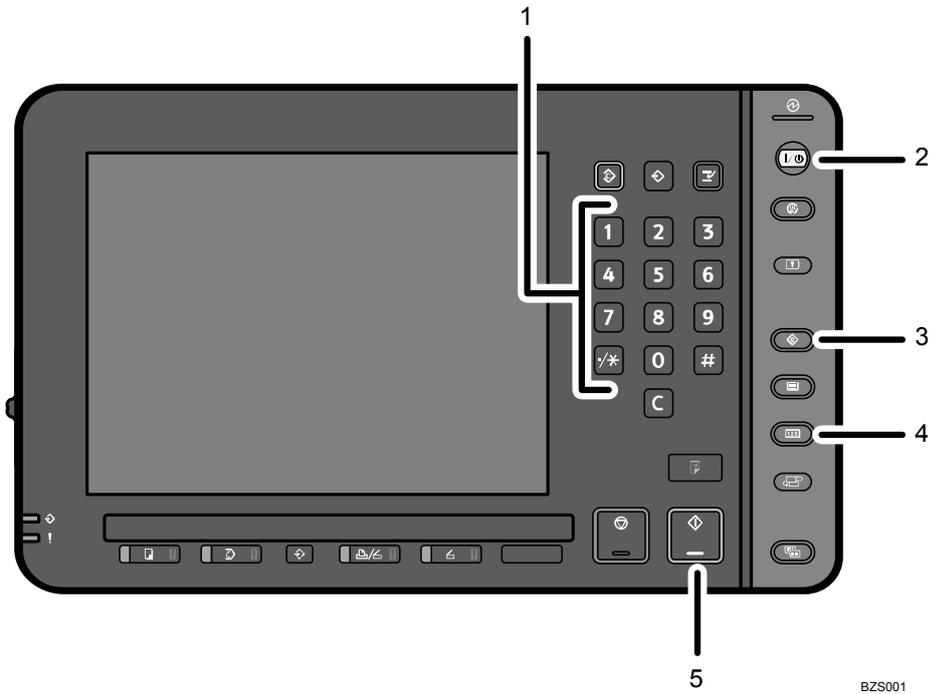
1. Toner hopper cover
2. Inner cover (cleaning unit for intermediate transfer belt)
3. Inner cover (development unit drawer)
4. Control panel
5. Front top cover
6. LCT front cover
7. Right front cover
8. Left front cover

### Parts, Screw Color Codes

- Handles and levers colored purple indicate where you should pull or lift a component or part to move or remove it.
- Black screws are the screws you must remove in order to remove the unit or component. Never remove screws of any other color.

## 1.3 Control Panel

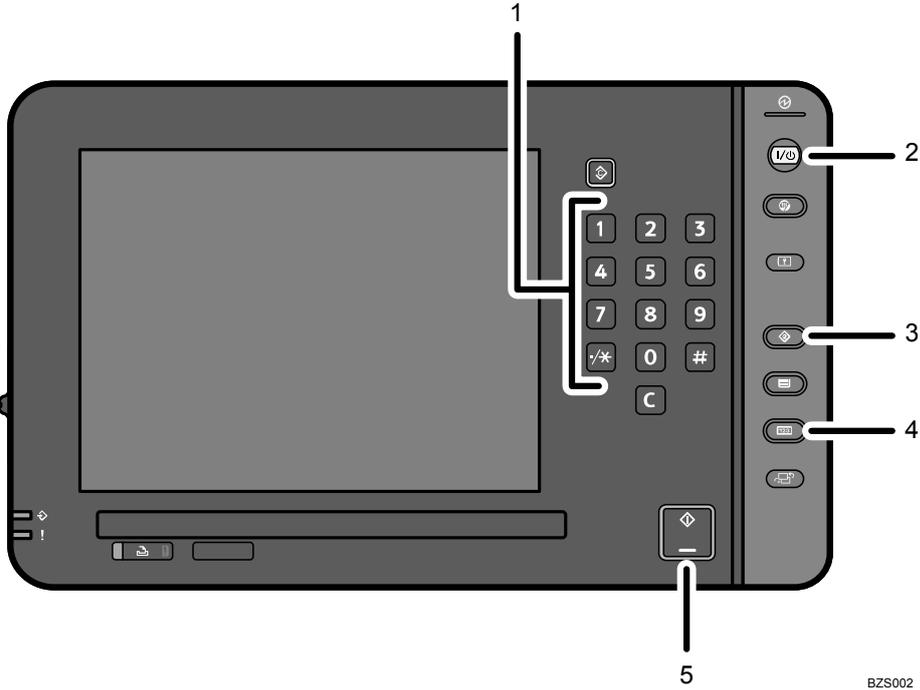
### Pro C901S



BZ5001

1. Number keys
2. Operation switch
3. User Tools key
4. Counter key
5. Start key

**Pro C901**



BZS002

- 1. Number keys**
- 2. Operation switch**
- 3. User Tools key**
- 4. Counter key**
- 5. Start key**

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## 2. Common Procedures

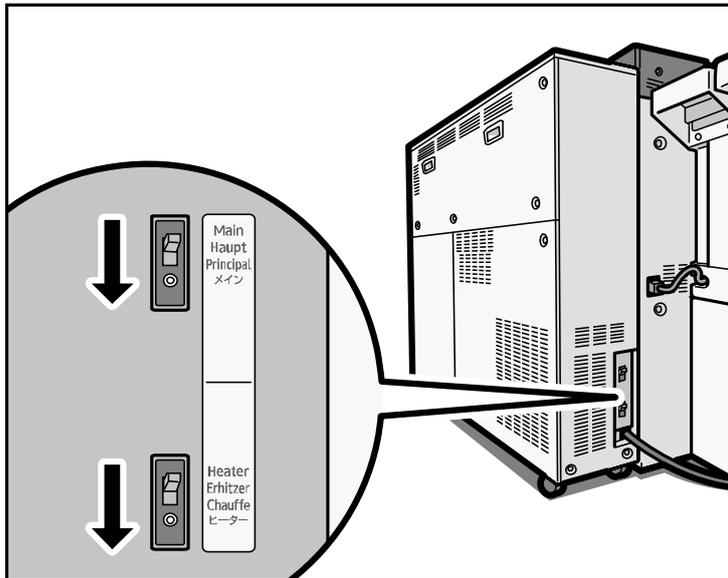
### 2.1 Turn the Machine off Before Beginning Any Procedure!

**⚠WARNING**

- To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.

Before performing any procedure shown in this manual, always do the following:

1. Press the operation switch to turn the machine off.
2. After turning off the operation switch, turn off the main power switch.
3. Wait a few seconds, and then disconnect the ground leakage circuit breaker from the machine and fixing heater.



The operation switch is on the control panel. (See p.12 "Control Panel".)

The main power switch is in the upper left corner behind the front left cover.

## 2.2 Specifying System Auto-Reset Timer

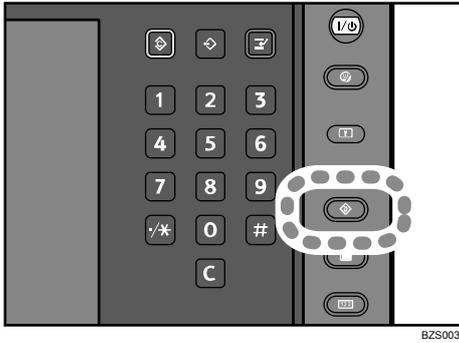
To prevent the machine switching screens while you are replacing parts, set [System Auto Reset Timer] to "Off". Once work is finished, return the setting to "On", if necessary.

**Note:** For details about changing this setting, see General Settings Guide, which is supplied with this machine.

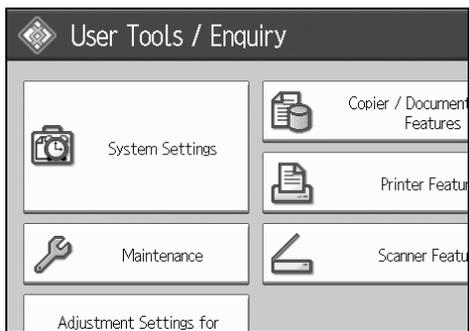
## 2.3 Displaying the [Adjustment Settings for Skilled Operators] Button

To use the Adjustment Settings for Skilled Operators menu, you must first configure your machine's Administrator Authentication Management setting.

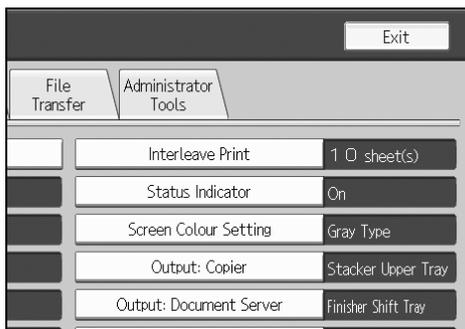
1. Press the [User Tools] key on the control panel.



2. Press [System Settings] on the display.

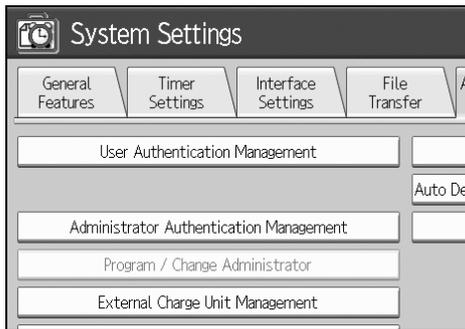


3. Press [Administrator Tools].

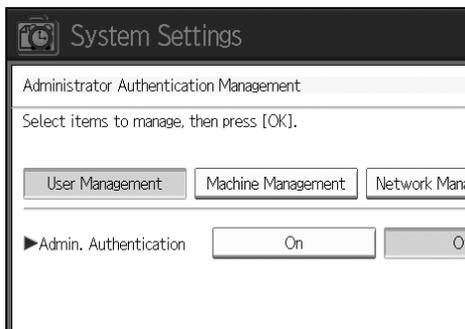


4. Press [▼Next].

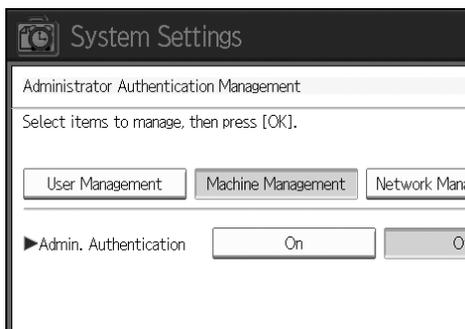
5. Press [Administrator Authentication Management].



6. Press [Machine Management].



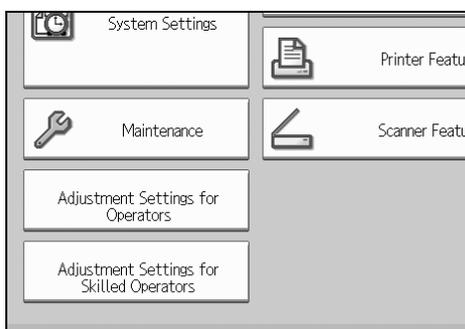
7. Select [On] for "Admin. Authentication".



8. Press [OK].

9. Press [Exit].

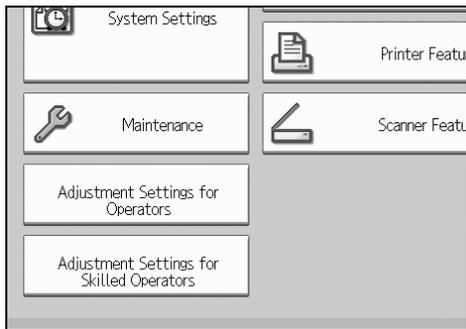
The [Adjustment Settings for Skilled Operators] button appears.



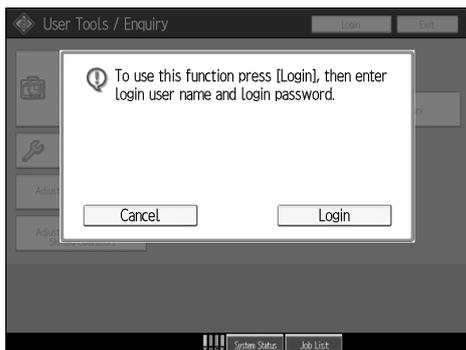
## 2.4 Accessing the Adjustment Settings for Skilled Operators

1. Press [Adjustment Settings for Skilled Operators].

If the [Adjustment Settings for Skilled Operators] key does not appear, follow the procedure under "Displaying the [Adjustment Settings for Skilled Operators] Button" on p.16.

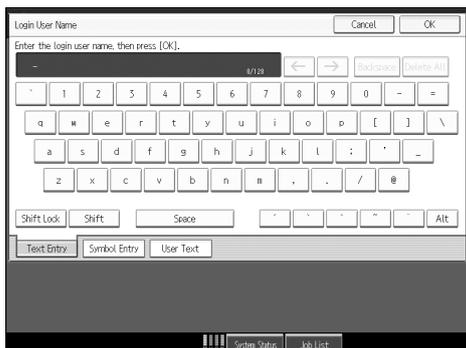


2. Press [Login].

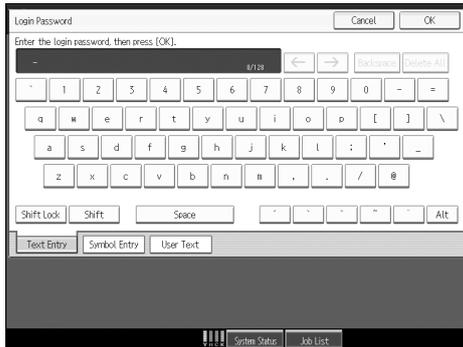


3. Enter your login user name, and then press [OK].

If you are logging on as the administrator for the first time, enter "admin".



4. Enter your login password, and then press [OK].



The screen appears for Adjustment Settings for Skilled Operators.

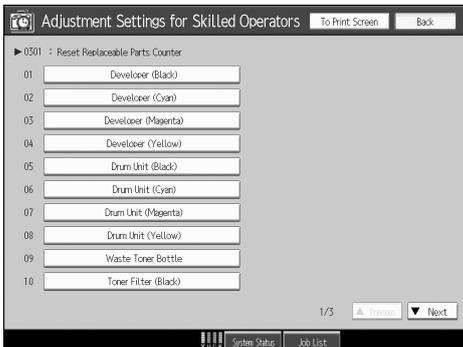


## 2.5 Resetting the Replaceable Parts Counter

1. Access the Adjustment Settings for Skilled Operators menu.
2. Press [▼Next].
3. Press [Reset Replaceable Parts Counter].



4. Press the button of the part that has been replaced.



5. Press [OK].



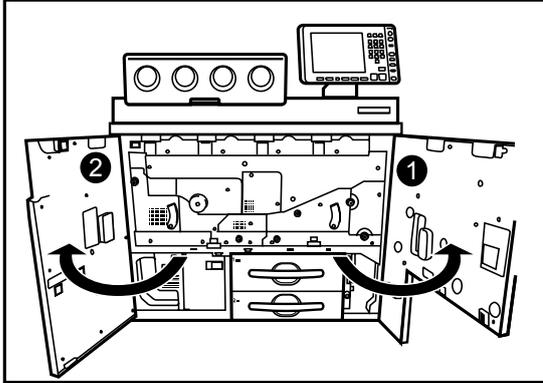
The counter for the replaced component is reset. The setting for adjusting the machine for the replaced component is executed automatically.

6. Press [Back].
7. Press [Replaceable Parts Counter].
8. Make sure the counter has reset.

## 2.6 Removing the Front Top Cover

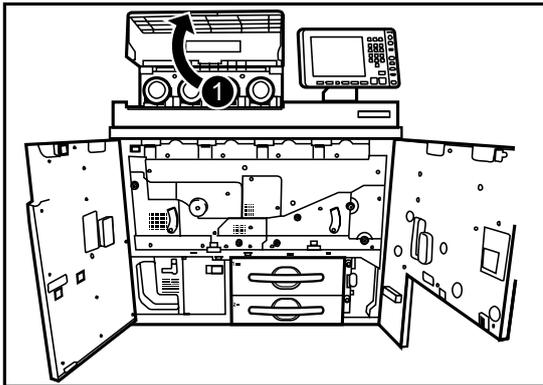
### Procedure

1. Open the left (2) and right (1) front covers.



bzs124

2. Open the toner hopper cover (1).

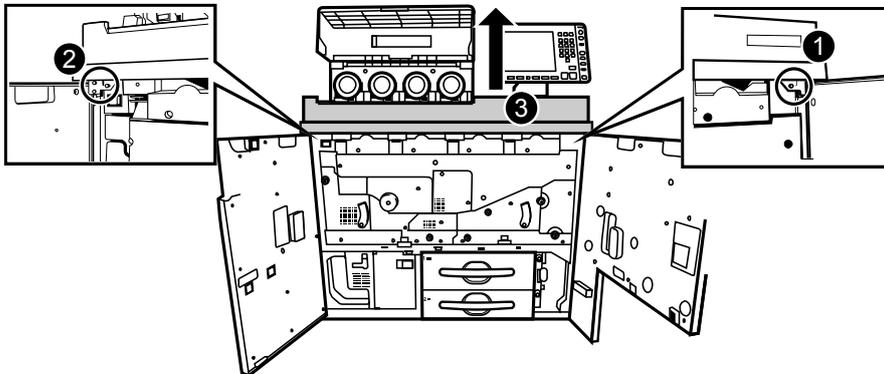


bzs123

3. Remove the two screws at (1) and (2) by hand.

**Note:** Use a coin to turn the screws if they are too tight to turn by hand.

4. Lift up the front top cover (3) and remove it.

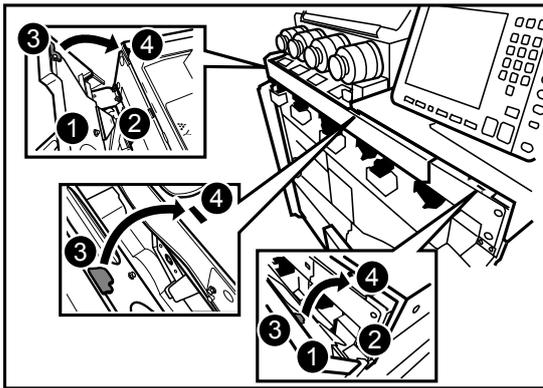


bzs126

## 2.7 Reattaching the Front Top Cover

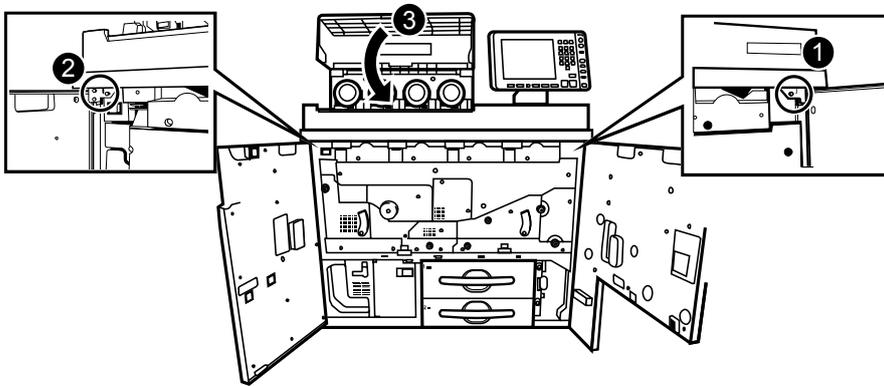
### Procedure

1. Hold the front top cover.
2. Align the two tabs (1) on the bottom of the front top cover with the two cutouts (2) on the frame of the machine, and then hook the front top cover.
3. Align the three tabs (3) on the front top cover with the three cutouts (4) on the frame of the machine, and then attach the front top cover.



bzs122

4. Fasten the two screws at (1) and (2) by hand.
5. Close the toner hopper cover (3).



bzs127

6. Close the left and right front covers.

---

## 3. Charger

### 3.1 Removing the Charger

#### What You Need

- Accessory hex screwdriver provided with the machine.
- Newspaper or other paper covering a nearby flat surface on which you can place removed components.

<b>⚠ WARNING</b>
------------------

- |   |
|---|
| <ul style="list-style-type: none"><li>• <b>To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.</b></li></ul> |
|---|

#### Replacement Message

Replacement of Charger is now necessary. Replace Charger.
--

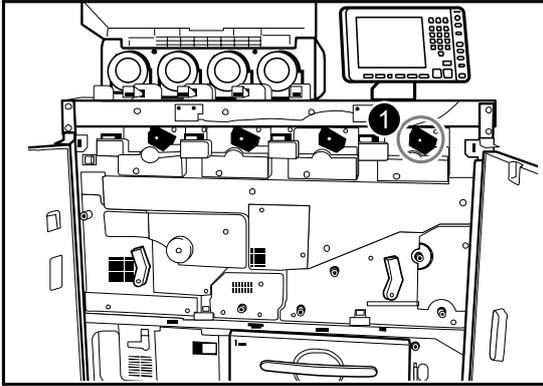
If this message appears, use the following procedure to replace the unit.

**Preparation:** Print out the counter list.

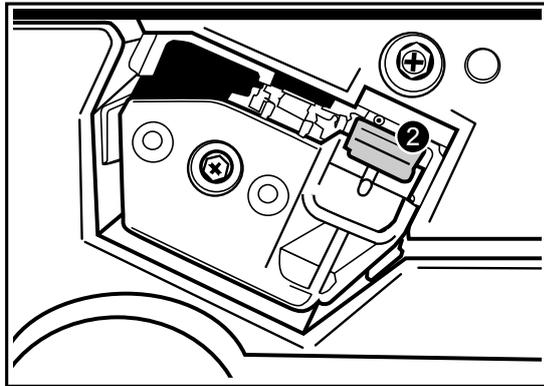
1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

## Procedure

1. Open the left and right front covers.
2. Remove the front top cover (See p.21 "Removing the Front Top Cover")
3. Hold the charger (1) with the lock lever (2) pressed down.

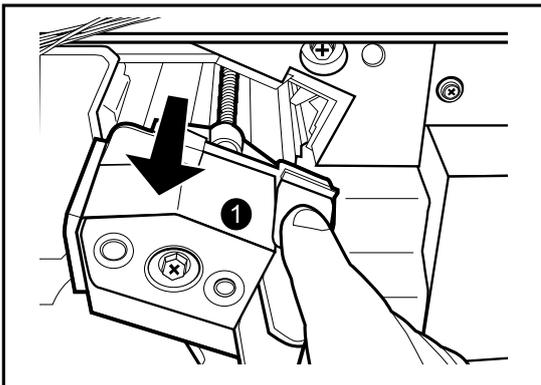


bzs125



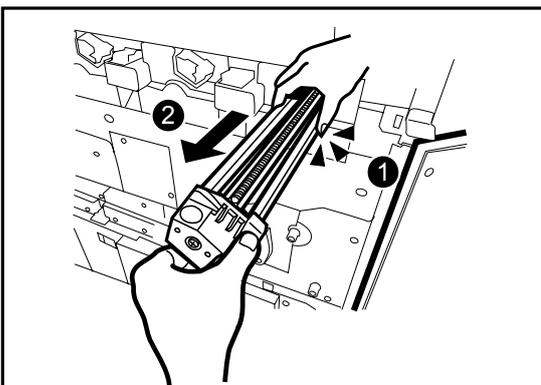
RPG023

4. Carefully pull the charger (1) toward you.



RPG024

5. Holding the sides of the charger, pull it out in the direction of the arrow (2).

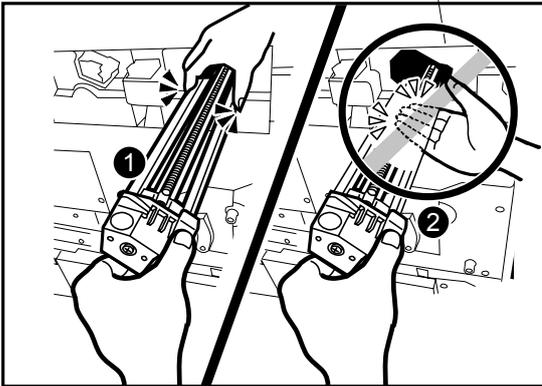


RPG011S

**Important:**

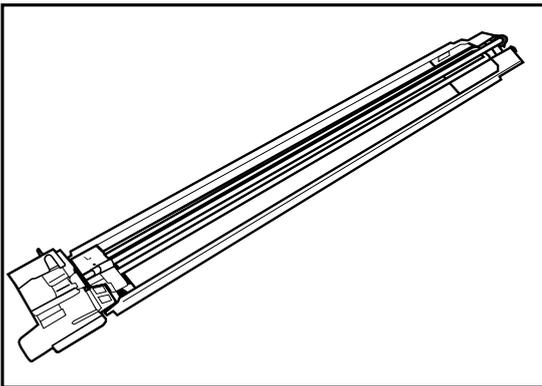
To protect the charger from fingerprints, scratches, and dust:

- Always hold the charger (1) with both hands.
- Never touch the wire mesh (2) below.
- Never allow anything to touch the wire mesh while the charger is outside the machine.



RPG012S

6. Lay the charger with the wire mesh facing down.



RPG02S

## 3.2 Reinstalling the Charger

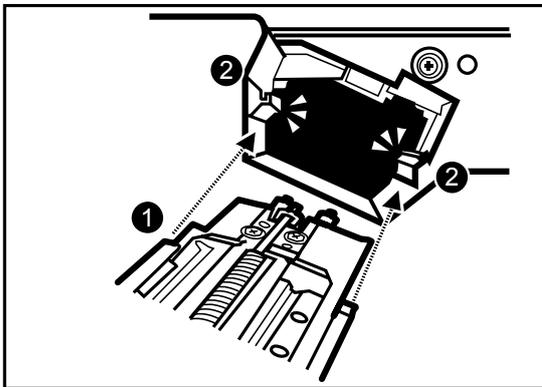
### Important:

To protect the charger from fingerprints, scratches, and dust:

- Never touch the wire mesh on the underside of the charger.
- Never allow anything to touch the wire mesh while the charger is outside the machine.

### Procedure

1. While holding the charger with both hands and with the wire mesh facing down, set the charger (1) on its rails (2), and then carefully push it in until it can go no further.



RPG010S

2. Reattach the front top cover and close the toner hopper cover. (See p.22 "Reattaching the Front Top Cover".)
3. Reconnect the ground leakage circuit breaker for the machine and fixing heater.
4. Turn the machine's main power switch to ON, close the left and right front covers, and then wait for the machine to warm up.
5. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
6. Reset the replaceable parts counter for the replaced charger. (See p.20 "Resetting the Replaceable Parts Counter".)

---

## 4. Cleaning Unit for PCU

### 4.1 Removing the Cleaning Unit for PCU

#### What You Need

- Accessory hex screwdriver provided with the machine.
- Newspaper or other paper covering a nearby flat surface on which you can place removed components.

#### **WARNING**

- **To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.**

#### Replacement Message

Replacement of Cleaning Unit for PCU is now necessary.  
Replace Cleaning Unit for PCU.

If this message appears, use the following procedure to replace the unit.

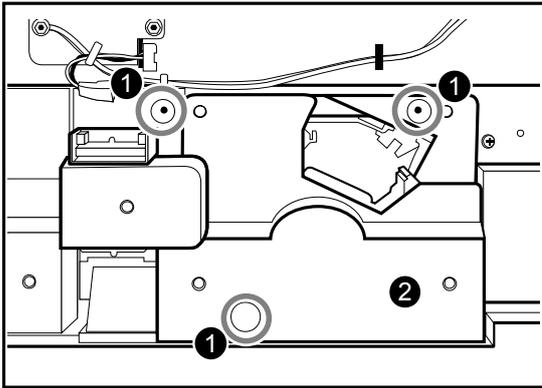
**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

#### Procedure

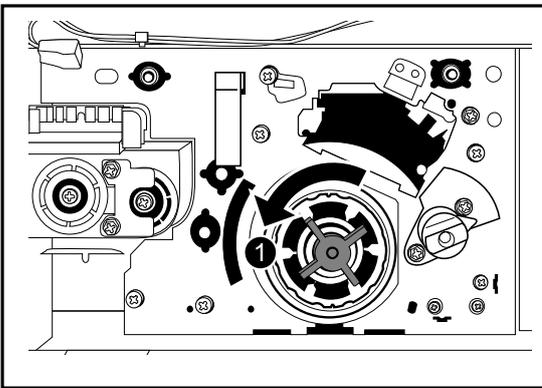
1. Open the left and right front cover, open the toner hopper cover, and then remove the front top cover. (See p.21 "Removing the Front Top Cover".)
2. Remove the charger. (See p.23 "Removing the Charger".)
3. Using the hex screwdriver, remove the three black screws (1) from the inner cover (2) of the development unit drawer.

4. Remove the inner cover (2) of the development unit drawer.



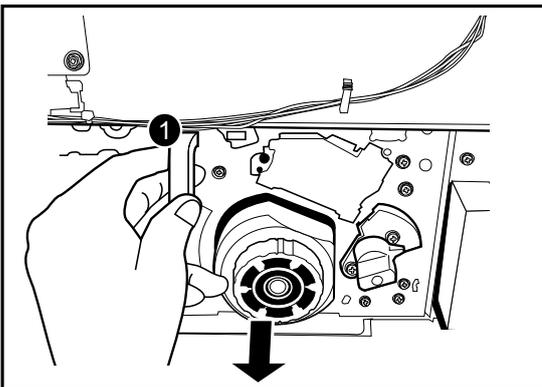
RPG026

5. Loosen the drawer stop knob (1) by turning it counterclockwise, and then remove it.



RPG027

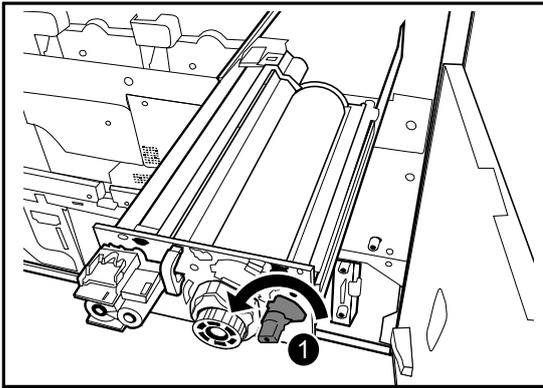
6. Holding the purple handle (1), carefully pull out the development unit drawer.



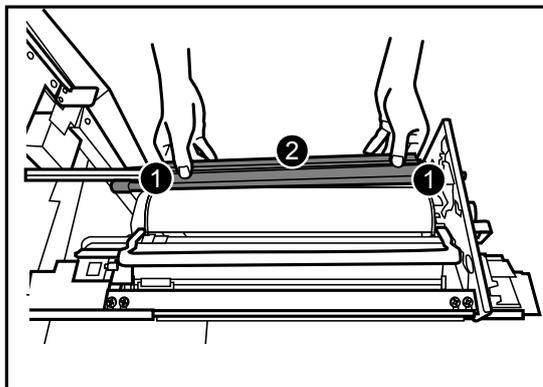
RPG028

**Important:** Do not leave the development unit drawer open for a long time. Also, do not expose the part where the drum unit is visible to direct sunlight.

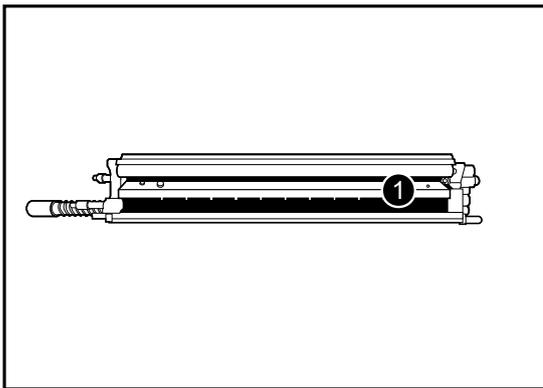
7. Turn the lock lever (1) of the cleaning unit for PCU counterclockwise.



8. Grasping both sides (1) of the cleaning unit for PCU as shown, lift the cleaning unit for PCU (2) straight up.



9. To avoid spilling toner, always carry the cleaning unit for PCU level with the exposed roller (1) facing up (not down).

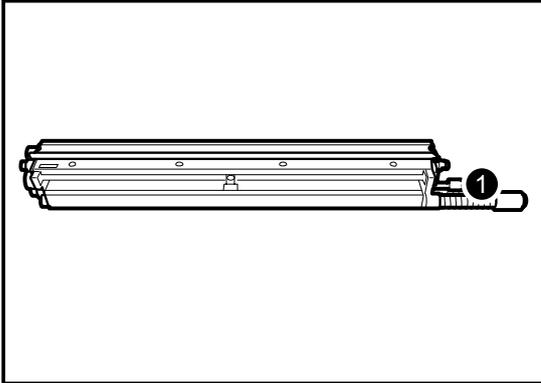


## 4.2 Reinstalling the Cleaning Unit for PCU

### Procedure

**Note:** If you want to replace the drum unit with the cleaning unit for PCU, see p.33 "Drum Unit".

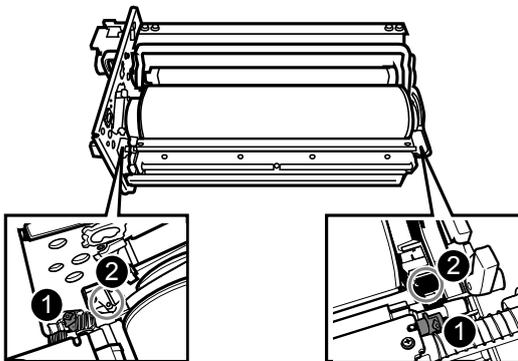
1. Check the direction of the cleaning unit for PCU for reinstalling.
  - The waste toner collection pipe (1) should be at rear side.



RPG018S

2. Align the purple pin covers (1) at the front and rear edge of the cleaning unit for PCU with the guide rails (2), and then set the cleaning unit for PCU on the frame.

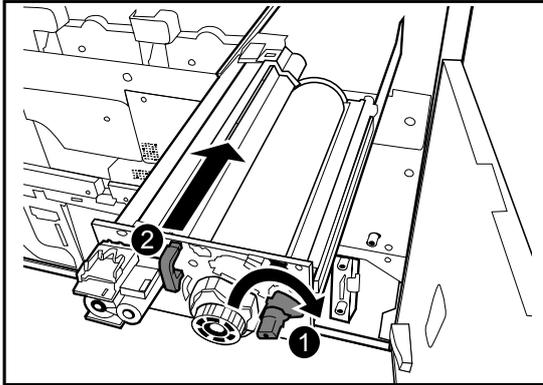
**Important:** Never touch the green surface of the drum.



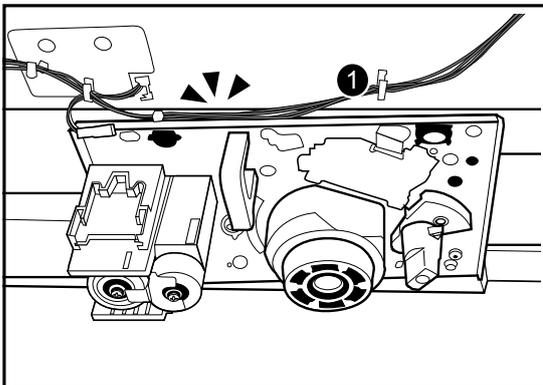
RPG004S

3. Turn the lock lever (1) of the cleaning unit for PCU clockwise until it clicks.

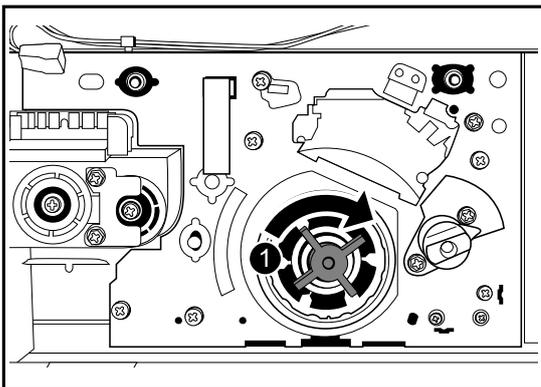
4. Gently and firmly push the purple handle (2) into the machine until the drawer can go no further and locks into place.



**Important:** Do not pinch the harnesses (1) on the frame when pushing the development unit drawer into the machine.



5. Install the drawer stop knob (1), and then fasten it by turning it clockwise.



6. Attach the inner cover, and then secure it by turning its three black screws clockwise using the hex screwdriver.
7. Reinstall the charger. (See p.26 "Reinstalling the Charger")
8. Reattach the front top cover and close the toner hopper cover. (See p.22 "Reattaching the Front Top Cover".)
9. Reconnect the ground leakage circuit breaker for the machine and fixing heater.

10. Turn the machine's main power switch to ON, close the left and right front covers, and then wait for the machine to warm up.
11. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
12. Reset the replaceable parts counter for the replaced cleaning unit for PCU. (See p.20 "Resetting the Replaceable Parts Counter".)

---

## 5. Drum Unit

### 5.1 Removing the Drum Unit

#### What You Need

- Accessory hex screwdriver provided with the machine.
- Newspaper or other paper covering a nearby flat surface on which you can place removed components.

#### **WARNING**

- **To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.**

#### Replacement Message

```
Replacement of Drum Unit is now necessary.  
Replace Drum Unit.
```

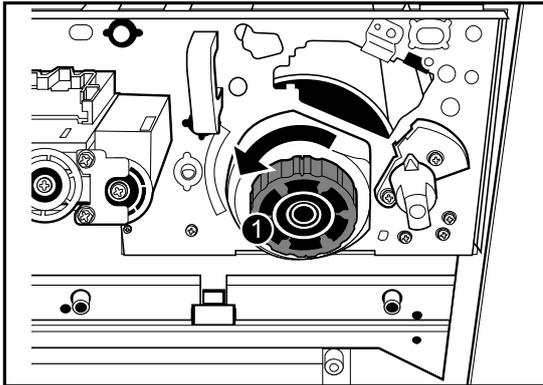
If this message appears, use the following procedure to replace the unit.

**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

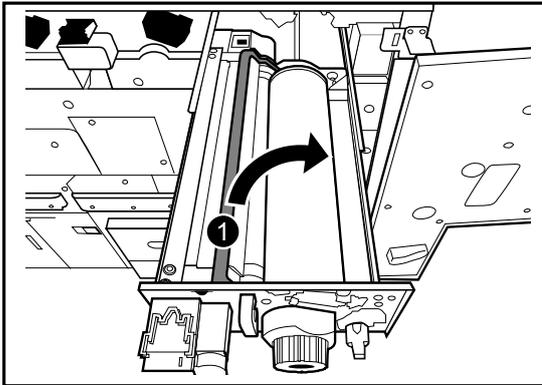
## Procedure

1. Open the left and right front covers, open the hopper cover, and then remove the front top cover. (See p.21 "Removing the Front Top Cover".)
2. Remove the charger. (See p.23 "Removing the Charger".)
3. Remove the cleaning unit for PCU. (See p.27 "Removing the Cleaning Unit for PCU".)
4. Turn the drum lock nut (1) counterclockwise, and unlock the drum unit.



bzs133

5. Rotate the drum unit using its handle (1) as shown below, and then carefully pull out the drum unit.



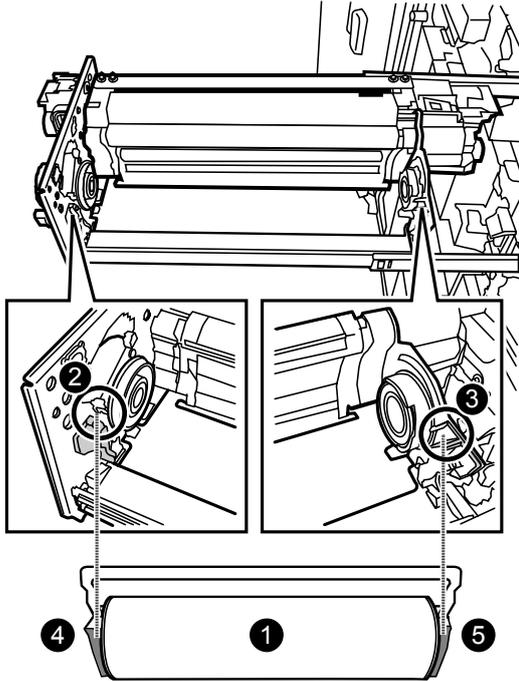
RPG034

## 5.2 Reinstalling the Drum Unit

### Procedure

**Important:** Never touch the green area of the drum.

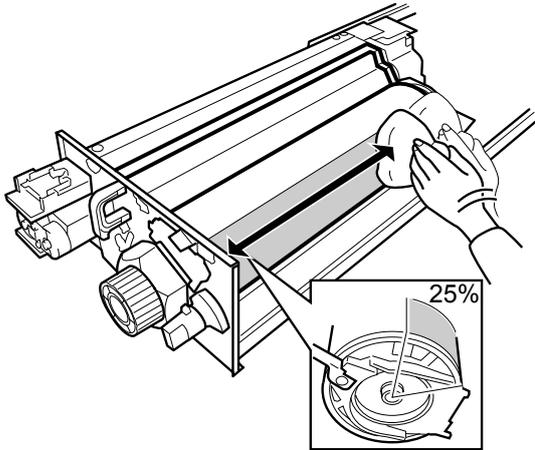
1. Set the new drum unit (1) in the development unit drawer, and make sure that the two guides (2) (front) (3) (rear) at the development unit drawer are inserted securely in the grooves (4) (front) (5) (rear) at the drum unit.



RPG016S

2. Take the drum setting powder applicator out of the TCRU/ORU kit.

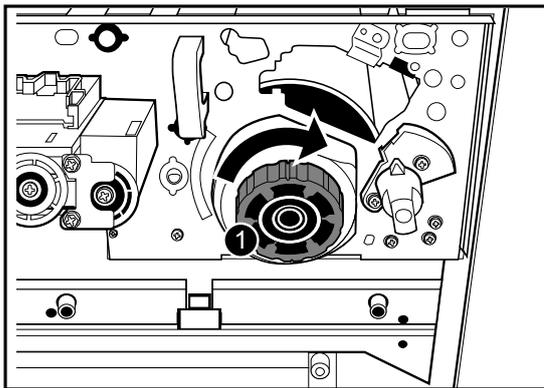
- Using the powder pad applicator, pat the surface of the drum lightly.



RPG019S

**Important:**

- Setting powder must cover at least 25% of the surface of the drum to prevent damage to the cleaning unit for PCU and the drum.
  - The setting powder is an inert substance that is not harmful to the human body.
- Secure the drum lock nut (1) by turning it clockwise until it will go no further.



RPG033

- Reinstall the cleaning unit for PCU and push the development unit drawer into the machine. (See p.30 "Reinstalling the Cleaning Unit for PCU".)
- Install the drawer stop knob, and then fasten it clockwise. (See p.30 "Reinstalling the Cleaning Unit for PCU".)
- Attach the inner cover, and then secure it by turning its three black screws clockwise using the hex screwdriver. (See p.27 "Removing the Cleaning Unit for PCU".)
- Reinstall the charger. (See p.26 "Reinstalling the Charger")
- Reattach the front top cover and close the toner hopper cover. (See p.22 "Reattaching the Front Top Cover".)
- Reconnect the ground leakage circuit breaker of the machine and fixing heater.

11. Turn the machine's main power switch to ON, close the left and right front covers, and then wait for the machine to warm up.
12. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
13. Reset the replaceable parts counter for the replaced drum unit. (See p.20 "Resetting the Replaceable Parts Counter".)

---

## 6. Developer

### 6.1 Removing the Used Developer

#### Overview

You can remove the developer from more than one development unit at a time.

**Important:** Dispose of the developer bottle in accordance with the disposal regulations in your area.

#### What You Need

- Developer bottle provided with the main machine.

 <b>WARNING</b>
--

- |   |
|---|
| <ul style="list-style-type: none"><li>• <b>Before replacing the developer, make sure that the machine's parts are all closed.</b></li></ul> |
|---|

#### Replacement Message

Replacement of Developer is now necessary. Replace Developer.
--

If this message appears, use the following procedure to replace the unit.

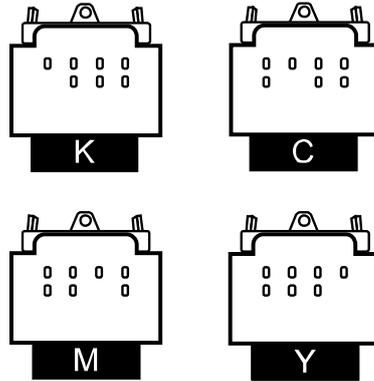
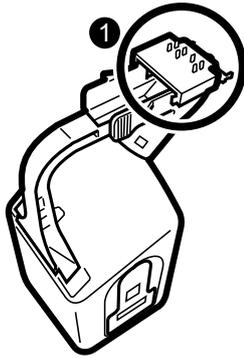
**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.

**Important:** Before this procedure can be carried out, the machine must be switched on.

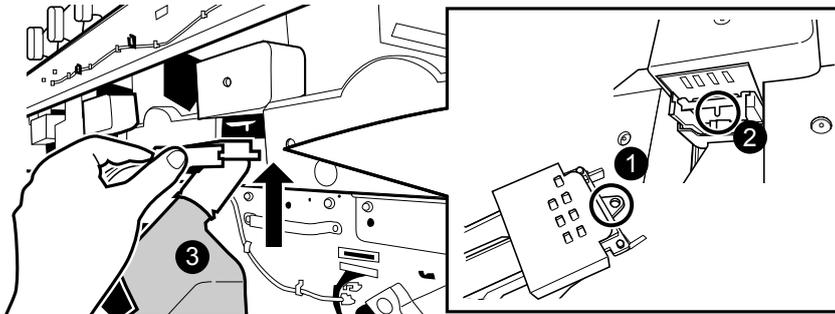
## Procedure

1. Open the left and right front cover, open the toner hopper cover, and then remove the front top cover. (See p.21 "Removing the Front Top Cover".)
2. Check that the developer you are preparing is the correct color by looking at the combination of the raised markings (1) on the shutter of the developer bottle. (The combination indicates the developer color, as shown below.)



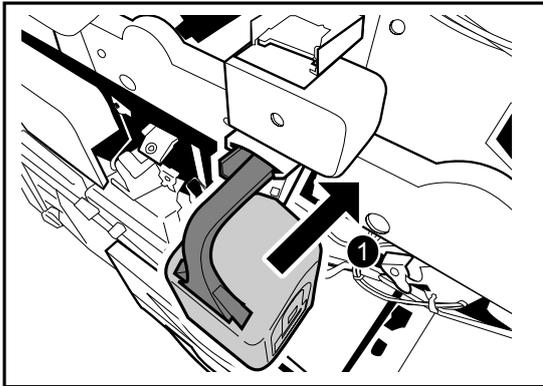
bzs154

3. Check if the developer bottle is empty.
  4. Align the hole (1) of the bottle with the contact (2) under the outlet for the corresponding developer.
  5. Connect the developer bottle (3).
- Note:** If you want to remove the developer from two or more development units, connect empty bottles to the outlets of those units.



bzs156

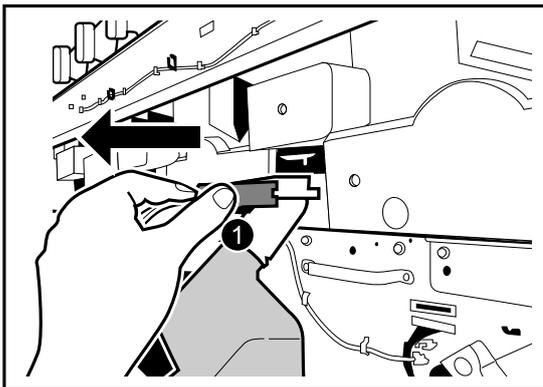
6. Push the developer bottle in the direction of the arrow (1) until it can go no further and locks into place.



bzs157

7. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
8. Press [Developer Exhaust].
9. Press [Select Colour(s)], select the color of the developer, and then press [OK].
10. Press [Execute Developer Exhaust].
11. Press [OK].
12. While pressing the lock levers on either side of the developer bottle, carefully pull the bottle toward you.

**Important:** To avoid developer spillage while handling the developer bottle, always keep the developer bottle level.

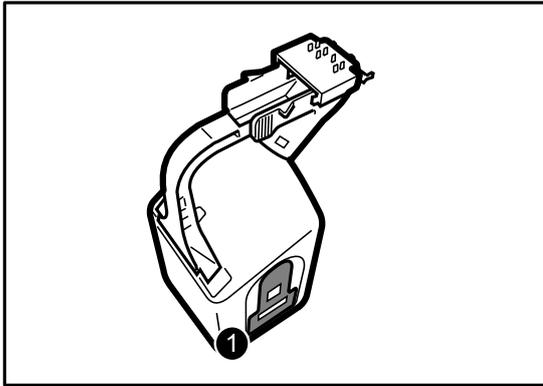


RPG053

13. Disconnect the developer bottle from the developer outlet contact, and then remove it.

**Important:** Cover surrounding surfaces with paper. This will prevent spillage from the developer bottle spoiling them.

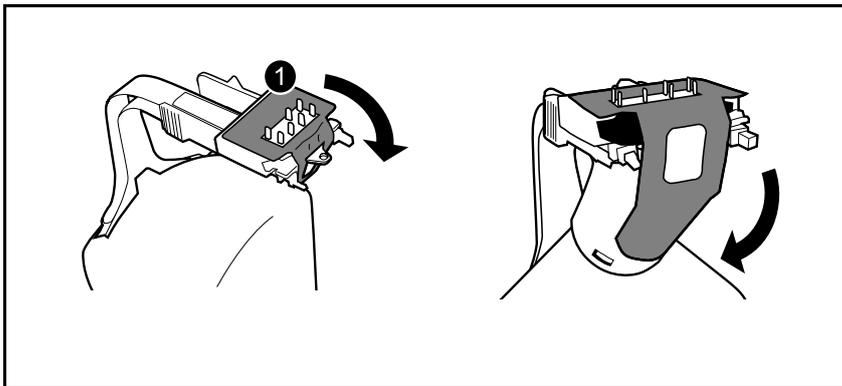
14. Remove the seal (1) that is stuck to the developer bottle.



bzs150

15. Attach the seal to the shutter (1) of the developer bottle, as shown.

**Note:** To prevent developer leaking during transport, cover the developer bottle's opening.



bzs155

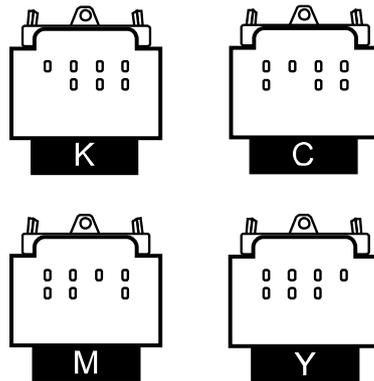
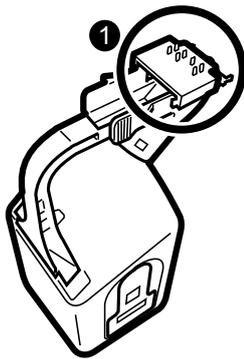
**Important:** At this point, begin the procedure for adding the new developer. (See p.42 "Adding New Developer")

## 6.2 Adding New Developer

**Important: Be sure to switch the machine on before beginning this procedure.**  
**This procedure requires the machine to be powered.**

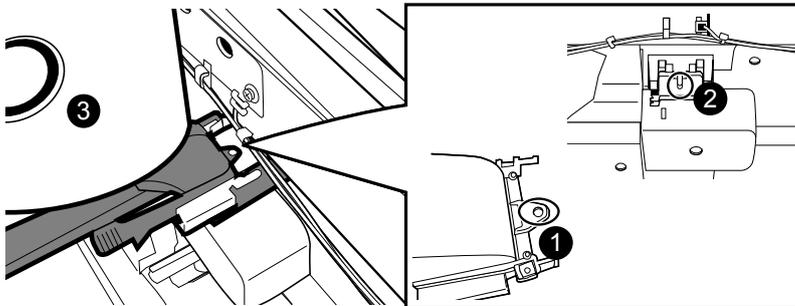
### Procedure

1. Check that the developer you are preparing is the correct color by looking at the combination of the raised markings (1) on the shutter of the developer bottle. (The combination indicates the developer color, as shown below.)



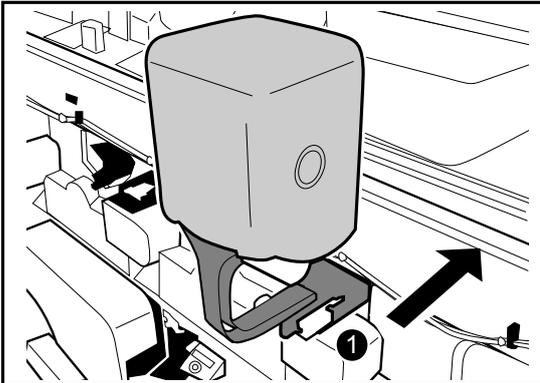
bzs154

2. Align the hole (1) of the bottle with the contact (2) on the inlet for the corresponding developer.
3. Connect the developer bottle (3).



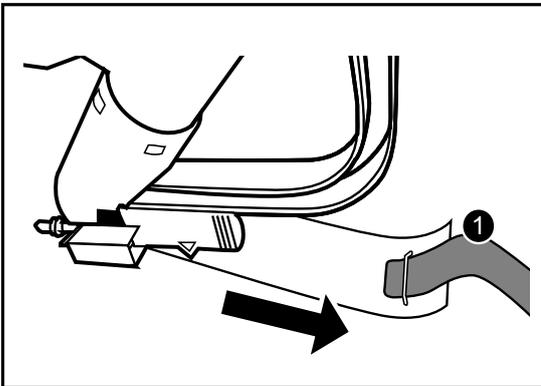
RPG059

4. Push the developer bottle in the direction of the arrow (1) until it can go no further and locks into place.



bzs135

5. Pull the seal (1) completely away.

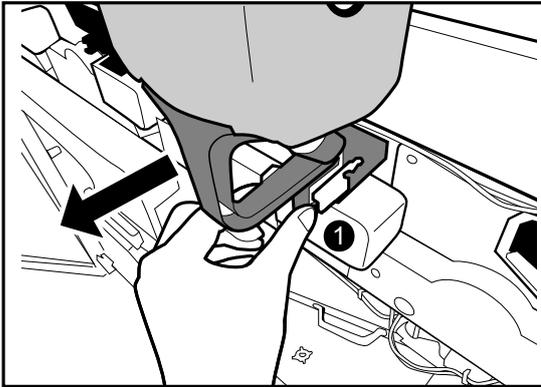


RPG050

6. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
7. Press [Developer Fill].
8. Press [Select Colour(s)], select the color of the developer, and then press [OK].
9. Press [Execute Developer Fill].
10. Press [OK].

**Note:** The developer is filled into the machine.

11. While pressing the lock levers on either side of the developer bottle, carefully pull the bottle toward you.



12. Disconnect the developer bottle from the contact on the developer inlet, and then remove it.
13. Turn the developer bottle upside down.
14. Reattach the front top cover and close the toner hopper cover. (See p.22 "Reattaching the Front Top Cover".)
15. Close the left and right front cover.
16. Reset the replaceable parts counter for the replaced developer. (See p.20 "Resetting the Replaceable Parts Counter".)

---

## 7. Cleaning Unit for Intermediate Transfer Belt

### 7.1 Removing the Cleaning Unit for Intermediate Transfer Belt

#### What You Need

- Accessory hex screwdriver provided with machine.
- Newspaper or other paper covering a nearby flat surface on which you can place removed components.

#### **WARNING**

- **To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.**

#### Replacement Message

Intermed. Trans. Belt Cleaning Unit replacement is now required.

Replace Intermed. Trans. Belt Cleaning Unit.

If this message appears, use the following procedure to replace the unit.

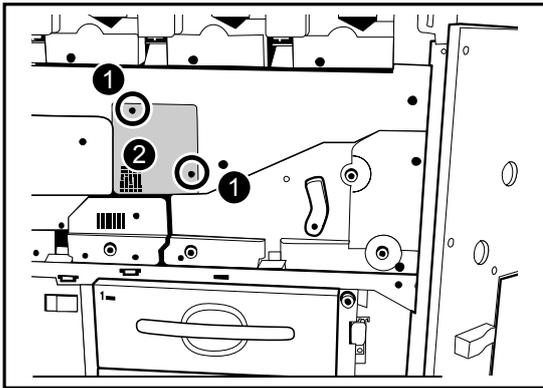
**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

## Procedure

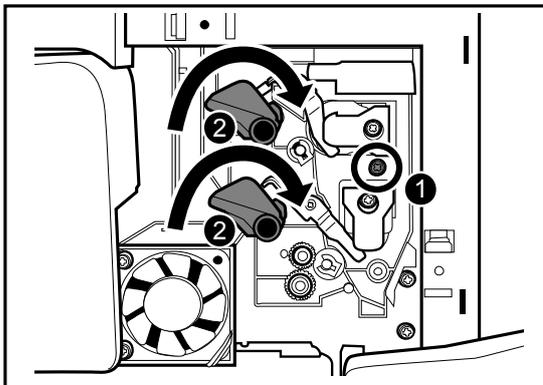
1. Open the left and right front covers.
2. Remove the two black screws (1) on the inner cover (2) for the cleaning unit for intermediate transfer belt using the hex screwdriver.
3. Remove the inner cover (2).

**Note:** To remove the inner cover, pull it out and slightly upward.



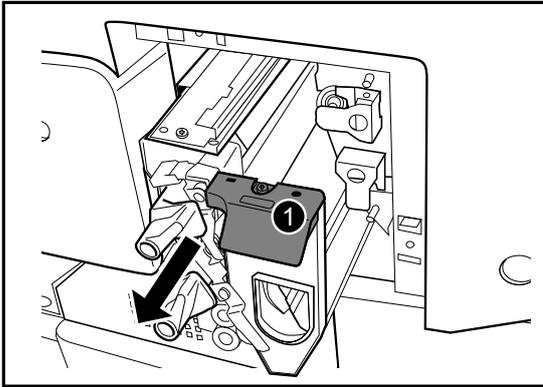
RPG044

4. Remove the black screw (1) on the cleaning unit for intermediate transfer belt using the hex screwdriver.
5. Rotate the cleaning blade contact levers (2) clockwise.



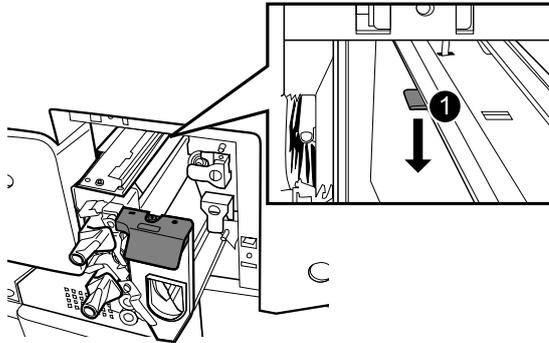
bzs159

6. Using the handle (1), carefully pull the cleaning unit for intermediate transfer belt toward you until it can go no further.



bzs160

7. While pressing down the lock tab (1), carefully pull out the cleaning unit for intermediate transfer belt.



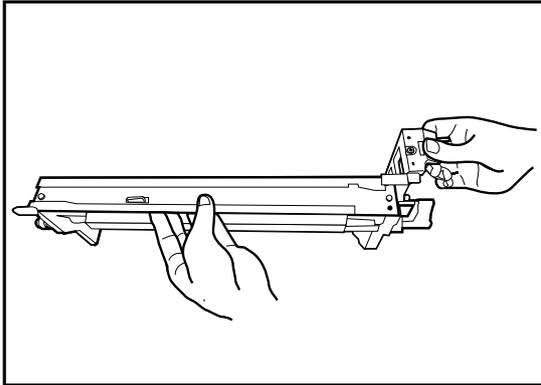
bzs161

**Important:** To avoid toner spillage while handling the cleaning unit for intermediate transfer belt, always keep the cleaning unit level.

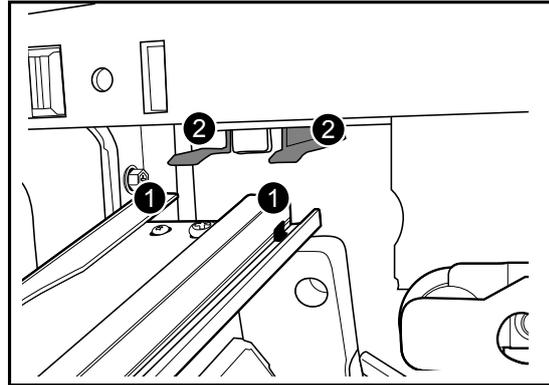
## 7.2 Installing the Cleaning Unit for Intermediate Transfer Belt

### Procedure

1. While holding the cleaning unit for intermediate transfer belt with both hands, set the cleaning unit for intermediate transfer belt (1) on its rails (2), and then carefully push it in until it can go no further.

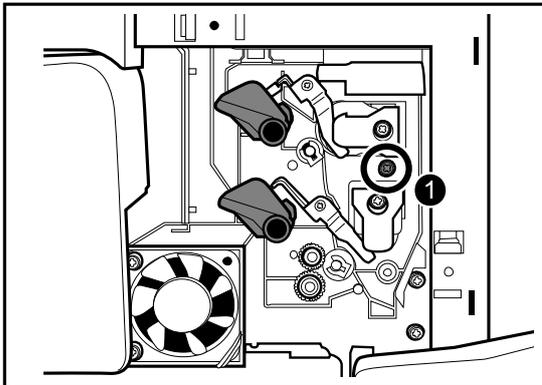


RPG040



RPG041

2. Fasten the black screw (1) on the cleaning unit for intermediate transfer belt using the hex screwdriver.

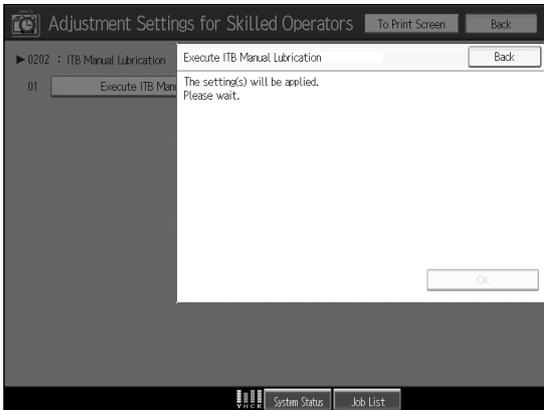


bzs137

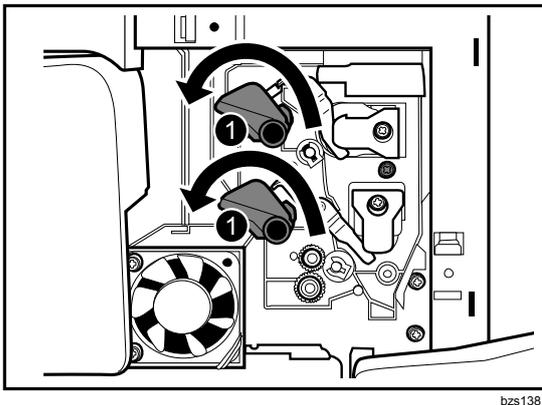
3. Reconnect the ground leakage circuit breaker for the machine and fixing heater.
4. Turn the machine's main power switch to ON, close the left and right front covers, and then wait for the machine to warm up.
5. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
6. Press [ITB Manual Lubrication].
7. Press [Execute ITB Manual Lubrication].

8. Press [OK].

Wait a while. The message "The setting(s) will be applied. Please wait." should disappear after about five minutes.



9. Reset the replaceable parts counter for the cleaning unit for intermediate transfer belt. (See p.20 "Resetting the Replaceable Parts Counter".)
10. Open the left and right front covers.
11. Rotate the cleaning blade contact levers (1) counterclockwise.



12. Reattach the inner cover and then fasten the two black screws on the inner cover of the cleaning unit for intermediate transfer belt using the hex screwdriver. (See p.45 "Removing the Cleaning Unit for Intermediate Transfer Belt".)
13. Close the left and right front covers.

---

## 8. Transfer Unit

### 8.1 Removing the Transfer Unit

#### What You Need

- Accessory hex screwdriver provided with machine.
- Newspaper or other paper covering a nearby flat surface on which you can place removed components.

#### **⚠ WARNING**

- **To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.**

#### Replacement Message

```
Replacement of Transfer Unit is now necessary.  
Replace Transfer Unit.
```

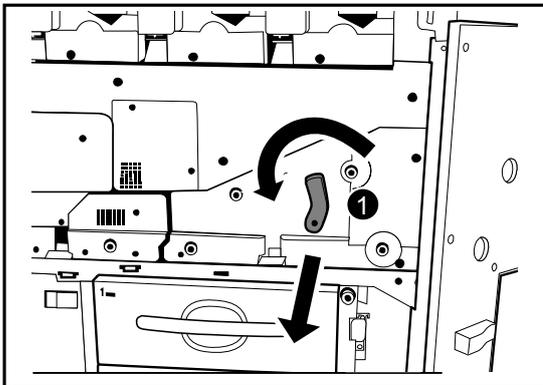
If this message appears, use the following procedure to replace the unit.

**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

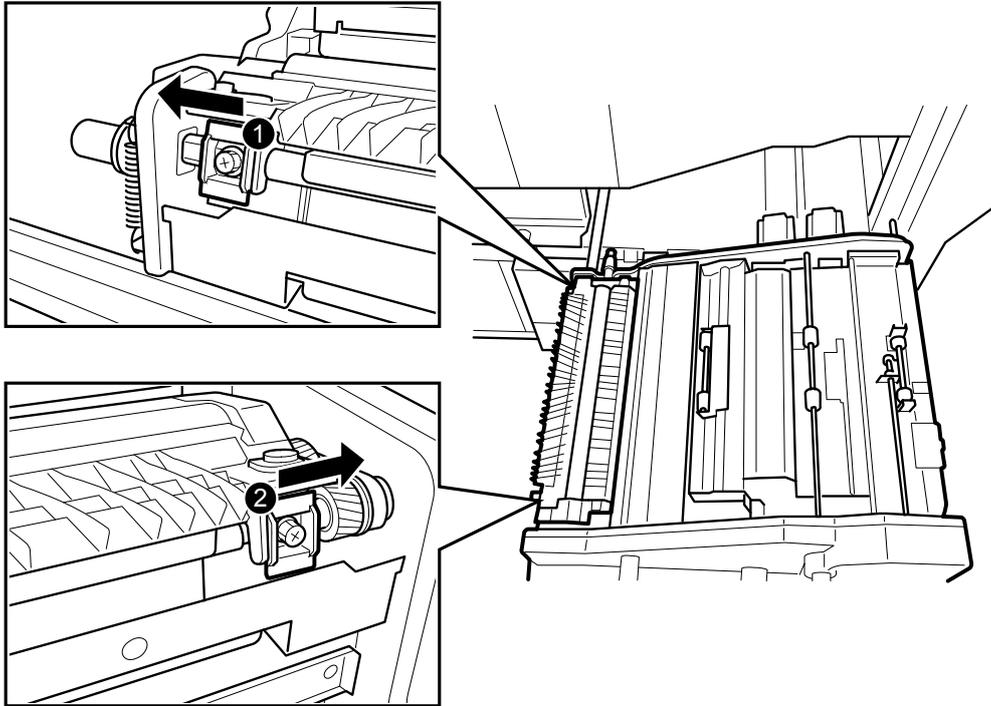
#### Procedure

1. Open the left and right front cover.
2. Rotate the lock lever (1) of the registration unit drawer counterclockwise, and then pull the drawer toward you.



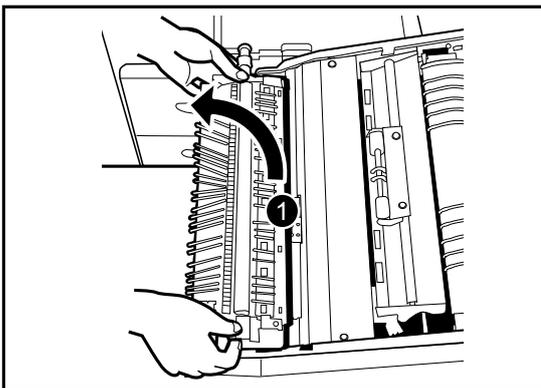
RPG042

3. Using the hex screwdriver, remove the black screw in the rear lock (1), and then slide the rear lock to the rear end.
4. Using the hex screwdriver, remove the black screw in the front lock (2), and then slide the front lock to the front end.



RPG065S

5. Holding the transfer unit (1) with both hands, carefully lift it up and out.  
**Important:** To avoid toner spillage while handling the transfer unit, always keep the transfer unit level.

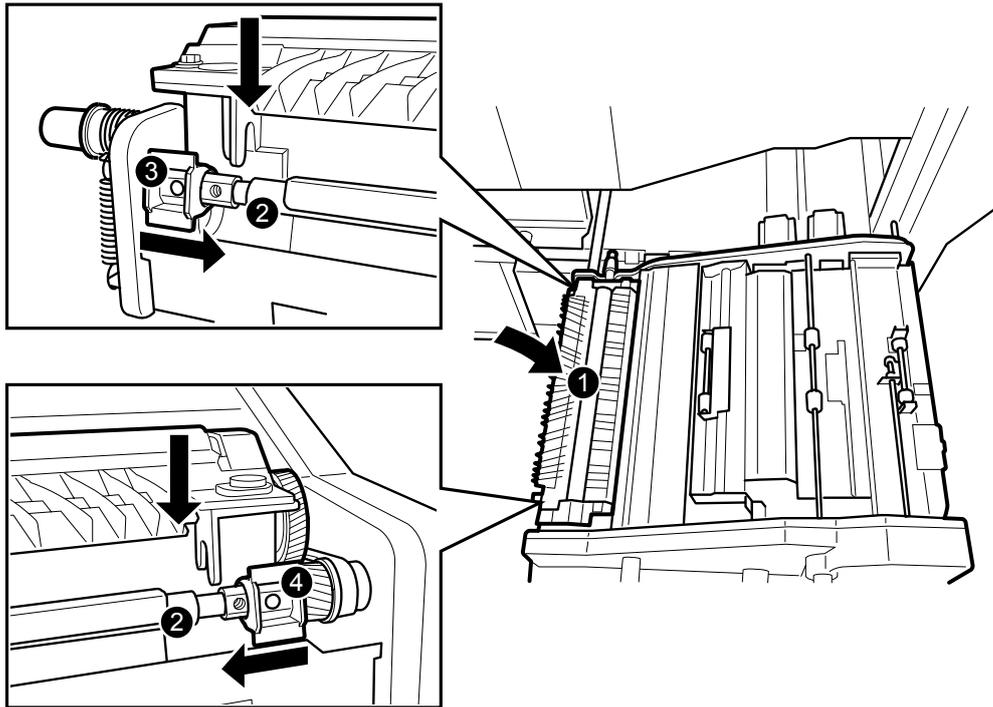


RPG046

## 8.2 Installing the Transfer Unit

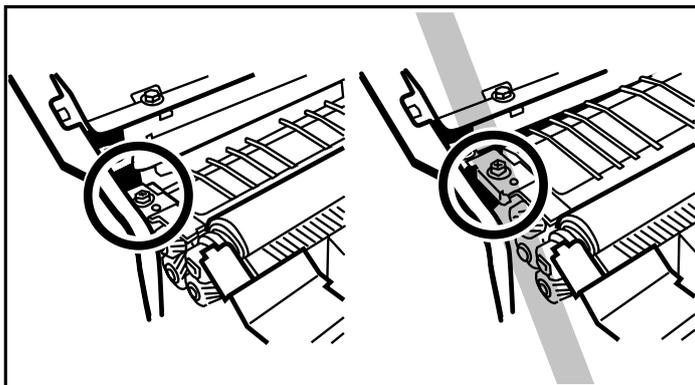
### Procedure

1. While holding the transfer unit (1) with both hands, align the stays (2) of the transfer unit with the shafts of the registration unit drawer, and then set the transfer unit on the registration unit drawer.
2. Slide the rear lock (3) forward to align it with the shaft screw hole.
3. Slide the front lock (4) backward to align it with the shaft screw hole.



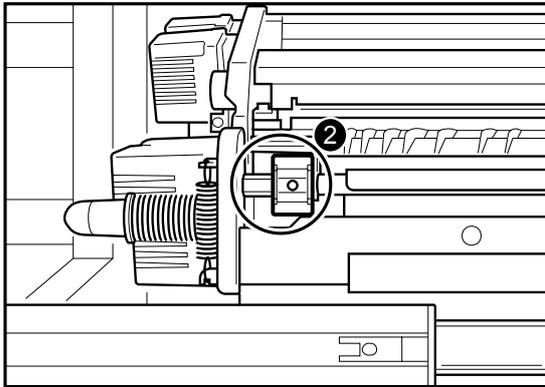
RPG066S

**Important:** Install the transfer unit securely, as shown below.

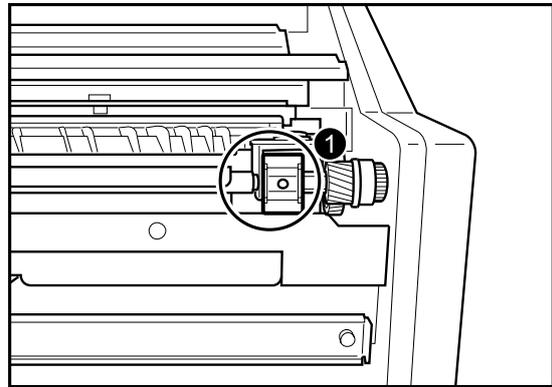


RPG005S

- Using the hex screwdriver, turn the black screws to lock the front (1) and rear (2) locks.

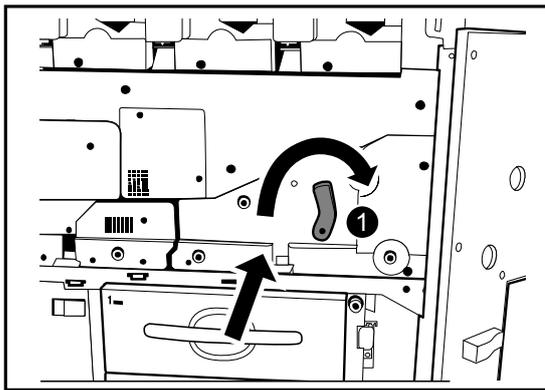


RPG068S



RPG067S

- Carefully the registration unit drawer into the machine until it can go no further and locks into place.
- Rotate the lock lever (1) of the registration unit drawer clockwise.



RPG043

- Reconnect the ground leakage circuit breaker for the machine and fixing heater.
- Turn the machine's main power switch to ON, close the left and right front covers, and then wait for the machine to warm up.
- Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
- Reset the replaceable parts counter for the transfer unit. (See p.20 "Resetting the Replaceable Parts Counter".)

---

## 9. Fusing Unit

### 9.1 Removing the Fusing Unit

#### WARNING

- To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.
- The fusing unit becomes extremely hot during operation, so to prevent minor burns, turn the machine off and allow it to cool for at least 30 minutes before you remove the fusing unit.
- The fusing unit weighs approximately 29 kg (63.9 lb.) so two people are required to lift and move it. Handle it carefully when you remove it to avoid dropping it and causing damage or minor injuries.

#### Important:

- Check that the replacement fusing unit is the correct type for the machine.
- If you install an incorrect fusing unit in the machine, the machine will display an alert and the machine will not operate until the correct fusing unit is installed.

#### What You Need

- Accessory hex screwdriver provided with machine.
- Newspaper or other paper spread on a flat surface where the removed component can be placed.

#### Message for Replacement

```
Replacement of Fusing Unit is now necessary.  
Replace Fusing Unit.
```

If this message appears, replace the unit according to the following procedure:

#### Preparation

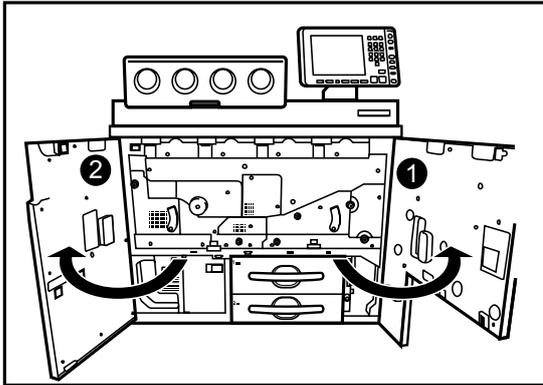
1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

## Procedure

1. Open the left and right front covers.

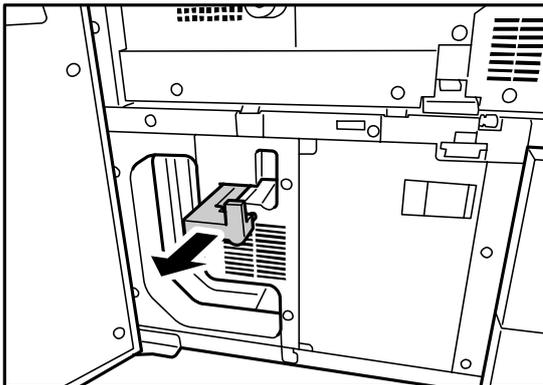
### Important:

Be sure to open both the right and left front covers. You could damage the right cover if you remove the fusing unit with the right cover closed.



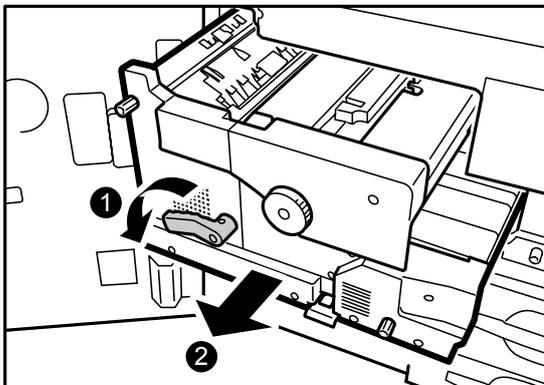
bzs124

2. Remove the handle for replacing the fusing unit; this is stowed in a recess at the bottom left of the machine.



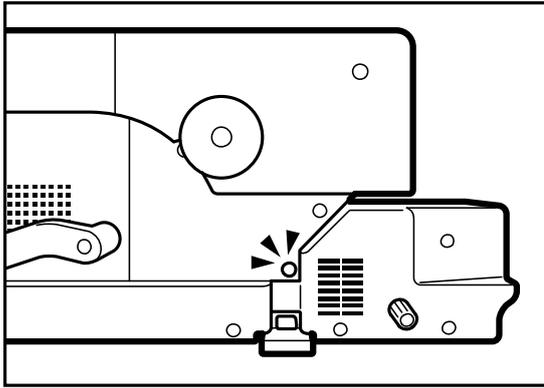
bzs151

3. Turn lever C2 to the left, and then carefully pull out the fusing unit drawer until it stops.



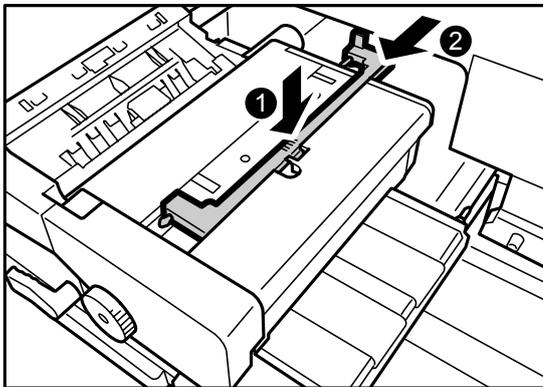
bzs101

- Using the hex screwdriver, remove the black screw on the fusing unit.



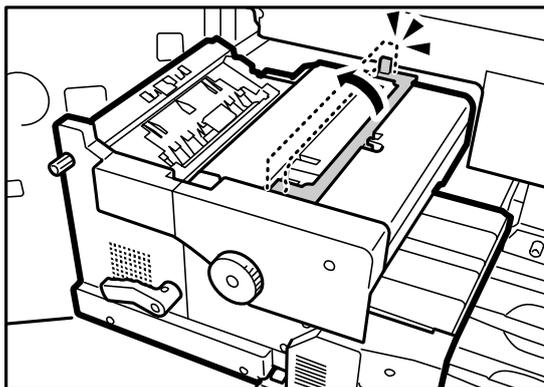
bzs102

- Attach the handle to the fusing unit.



bzs153

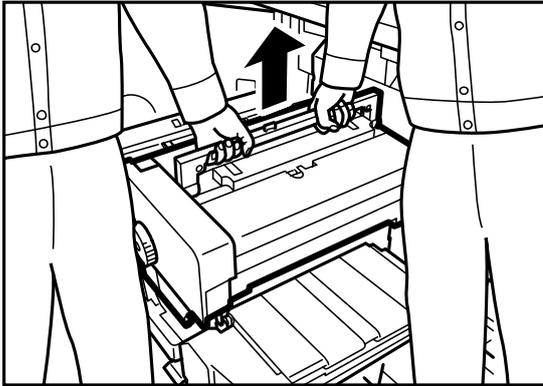
- Tilt the projecting part to the left to raise the handle.



bzs103

Touch the projecting part only, because the fusing unit is hot.

7. With another person, hold the handle of the fusing unit, and then detach the fusing unit by lifting it up and out.



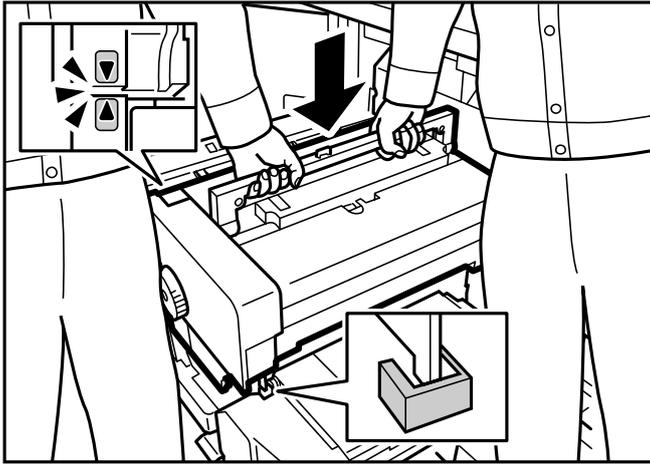
bzs104

8. Set the fusing unit down on its base.

## 9.2 Reinstalling the Fusing Unit

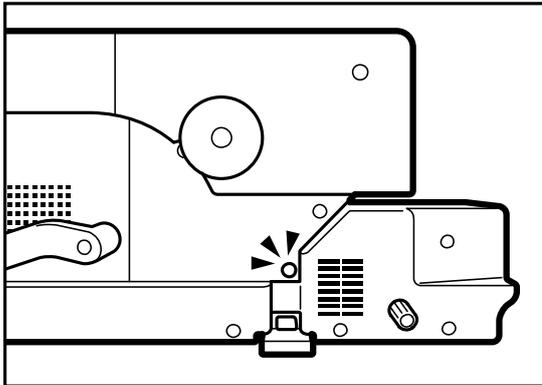
### Procedure

1. Detach the handle from the used fusing unit, and then attach the handle to the new fusing unit.
2. With another person, hold the new fusing unit by its handle and then position the unit so that the triangular markings are aligned, and then place the end of the unit into the guide rail.



bzs105

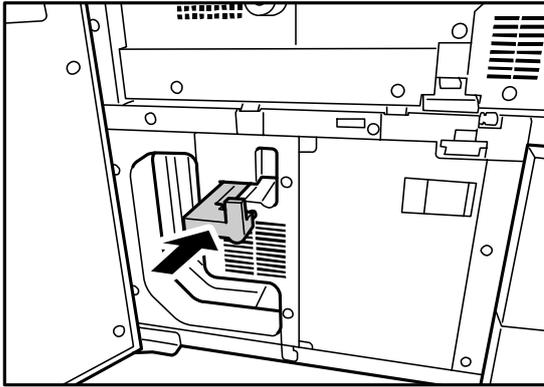
3. Lower the new fusing unit onto the frame.
4. Using the hex screwdriver, fasten the black screw on the fusing unit.



bzs102

5. Detach the handle.
6. Carefully push in the fusing unit drawer until it stops, and then turn lever C2 to the right to lock the unit drawer in place.

7. Stow the handle in the recess at the bottom left of the machine.



bzs152

8. Reconnect the ground leakage circuit breaker for the machine and fixing heater.
9. Turn the machine's main power switch to ON, close the left and right front covers, and then wait for the machine to warm up.
10. Access the Adjustment Settings for Skilled Operators menu.  
(See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
11. Reset the replaceable parts counter for the fusing unit.  
(See p.20 "Resetting the Replaceable Parts Counter".)

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## 10. Toner Filter

### 10.1 Removing the Used Toner Filter

#### Caution

- When removing used toner filter, avoid getting toner (new or used) on your skin. If toner comes into contact with your skin, wash the affected area thoroughly with soap and water. Hot water will set the toner into the fabric and make removing the stain impossible.

#### What You Need

- Accessory hex screwdriver provided with the machine.
- Newspaper or other paper covering a nearby flat surface on which you can place removed components.

#### Replacement Message

Replacement of Toner Filter (XXX) is now necessary. Replace Toner Filter.

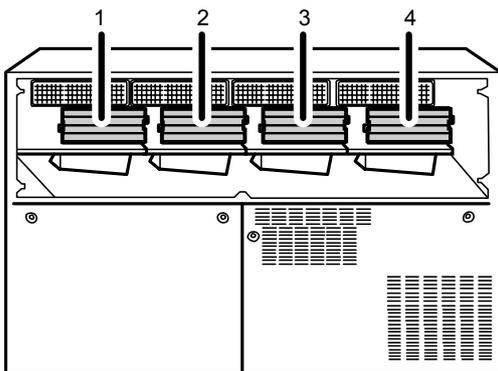
"XXX" indicates the color of the toner filter(s).

If "(Black)" appears, replace the black toner filter only.

If "(Cyan, Magenta, Yellow)" appears, replace the toner filters for all three colors.

If this message appears, use the following procedure to replace the unit.

#### Toner filter position



bzs132

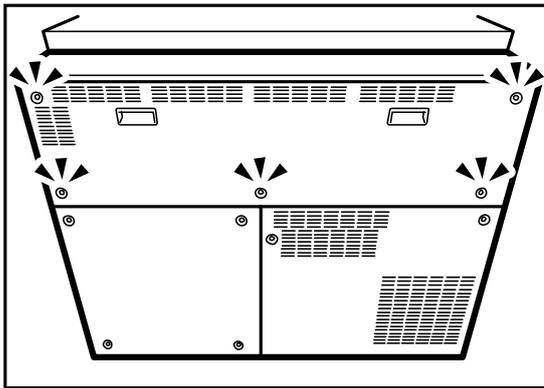
1. Black
2. Cyan
3. Magenta
4. Yellow

**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

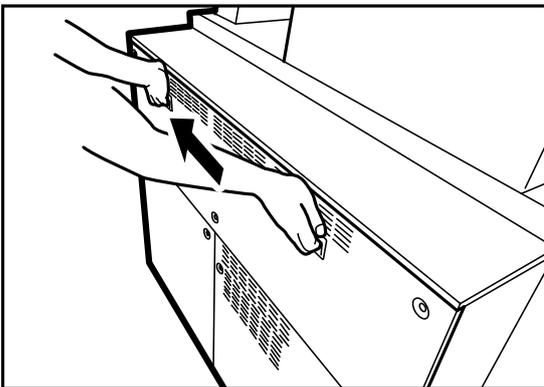
**Procedure**

1. Using the hex screwdriver, remove the five black screws on the back of the machine.



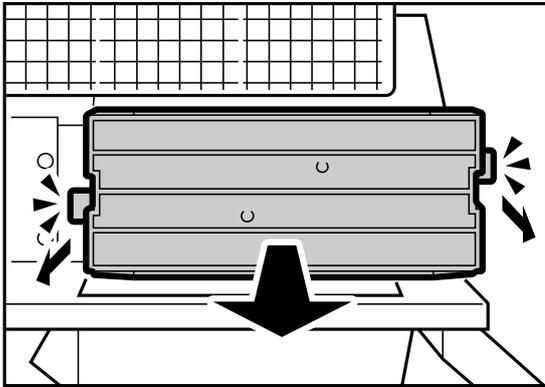
bzs107

2. Gripping the rear upper cover hand wells, remove the cover by sliding it to the left.



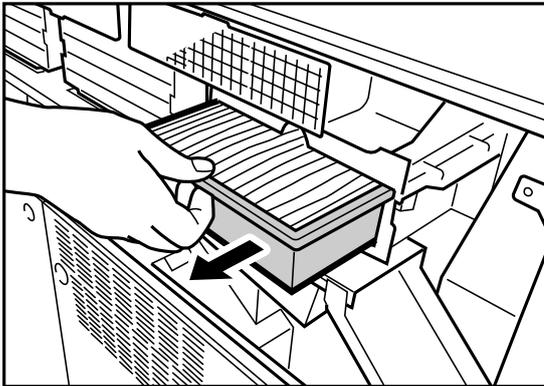
bzs108

3. Unlock the toner filter cover by pulling the locks on its sides toward you, and then remove the cover.



bzs109

4. Pull out the toner filter.



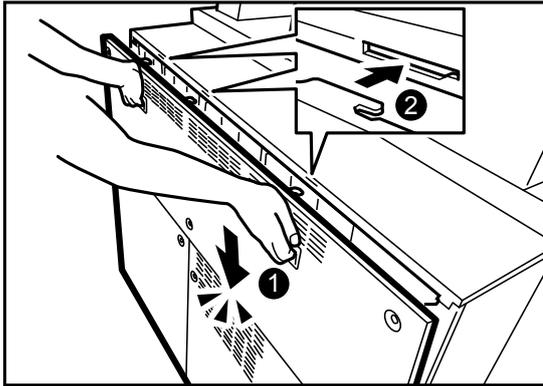
bzs110

5. When removing the used toner filters for cyan, magenta, and yellow, perform steps 3 and 4 for all three colors.  
**Note:** Put the filter in a plastic bag for collection by the service engineer.

## 10.2 Installing the Toner Filter

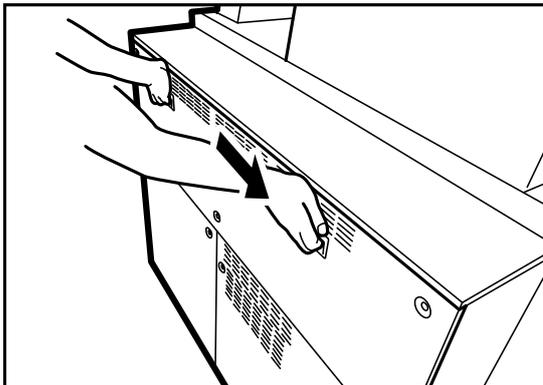
### Procedure

1. Install the new toner filter.
2. Push in the toner filter cover until it clicks.
3. Engage the bottom of the rear upper cover and align the three hooks at the top of the cover with the corresponding catches.



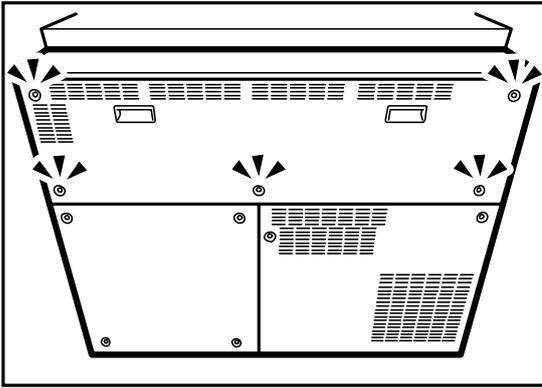
bzs111

4. Reattach the cover by sliding it to the right.



bzs112

- Using the hex screwdriver, replace the five black screws.



bzs107

- Reconnect the ground leakage circuit breaker for the machine and fixing heater.
- Turn the machine's main power switch to ON, and then wait for the machine to warm up.
- Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)
- Reset the replaceable parts counter for the replaced toner filter. (See p.20 "Resetting the Replaceable Parts Counter".)

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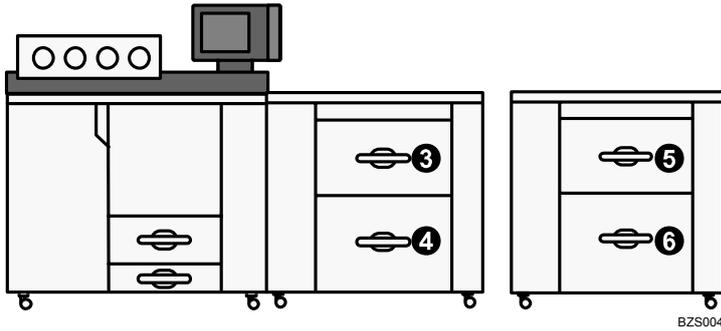
# 11. Paper Feed Roller Replacement

## 11.1 Before You Begin

Read this section before attempting to replace the paper feed rollers.

### Tray Naming

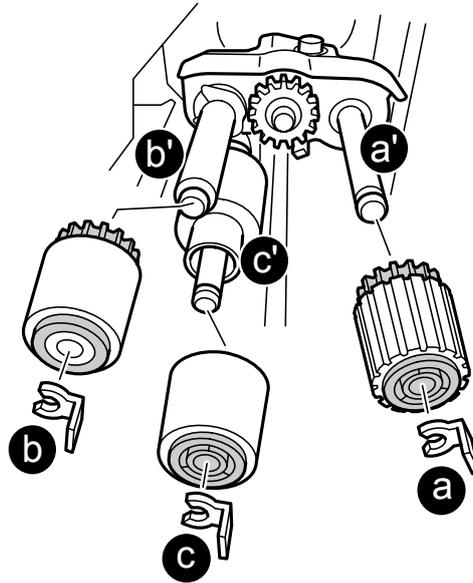
The paper feed trays of the Wide LCT are sometimes referred to by number, so use the following illustration to identify the trays.



Trays 3 and 4 are the top and bottom trays of the first Wide LCT. Trays 5 and 6 are the top and bottom trays of the second Wide LCT.

## Paper Feed Rollers

There are three rollers, and the construction of each roller is different.



bzs131

- a) **Pick-up roller:** This roller pulls one sheet of paper out of the tray and feeds it to the feed roller. Attach it to shaft a'.
- b) **Feed roller:** This roller feeds the paper from the tray into the paper path. Attach it to shaft b'.
- c) **Separation roller:** This roller rotates against the feed roller. If more than one sheet is picked up, a torque limiter clutch reverses the rotation of the separation roller, sending the sheets back to the tray. Attach it to shaft c'.

### Important:

- Always replace all three rollers as a unit, never individually.
- Do not touch the surface of any roller with bare hands.

### Note:

If you lose the snap ring, contact your service representative.

### **⚠ WARNING**

- To prevent electrical shock, turn off the main power switch and disconnect the ground wire from the machine and fixing heater.

## What You Need

- Accessory hex screwdriver provided with machine.

## Message for Replacement

Replacement of Paper Feed Roller (XXX) is now necessary.

Replace Paper Feed Roller (XXX).

"XXX" indicates the number of the paper feed tray.

If this message appears, replace the unit according to the following procedure:

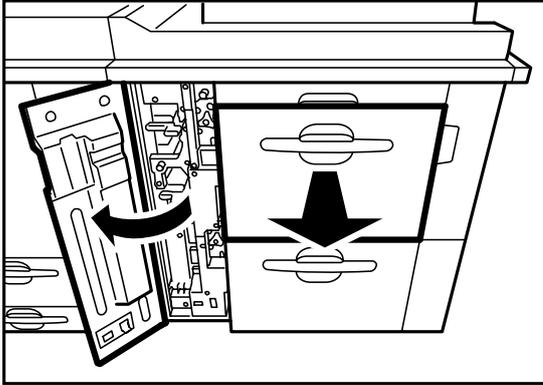
**Preparation:** Print out the counter list.

1. Press the [Counter] key on the control panel (see p.12 "Control Panel") and print out the counter list.
2. Turn the machine off. (See p.14 "Turn the Machine off Before Beginning Any Procedure!")

## 11.2 Wide Large Capacity Tray

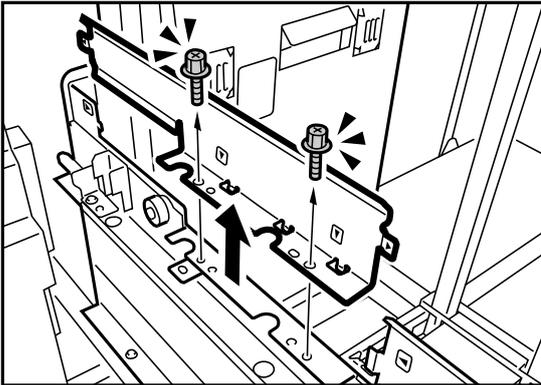
### Tray 3/Tray 5 (Top Tray)

1. Open the LCT front cover.



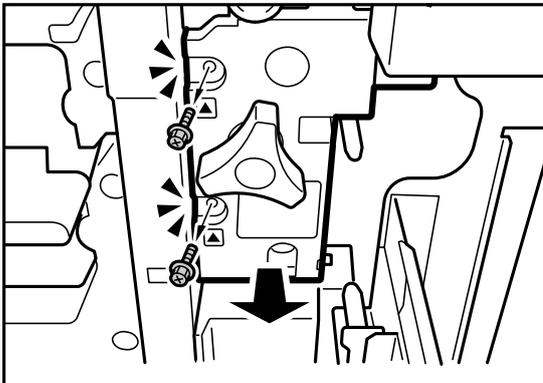
bzs113

2. Pull out Tray 3/Tray 5 until it stops. If there is any paper in the tray, remove it.
3. Using the provided accessory hex screwdriver, remove the two black screws, and then remove the side plate.



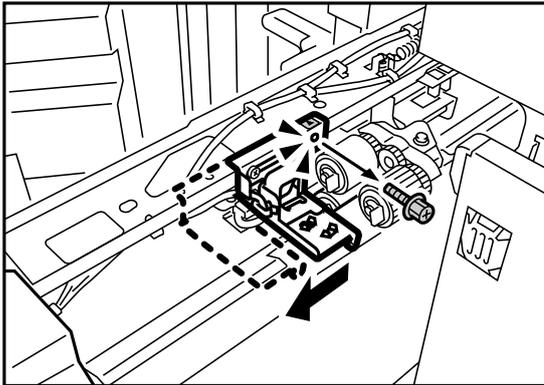
bzs114

4. Using the hex screwdriver, remove the two black screws from paper feed unit **U2**, and then pull out **U2**.



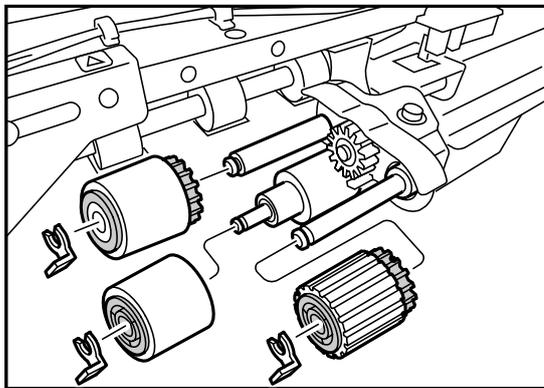
bzs115

- Using the hex screwdriver, remove the black screw from the bracket.



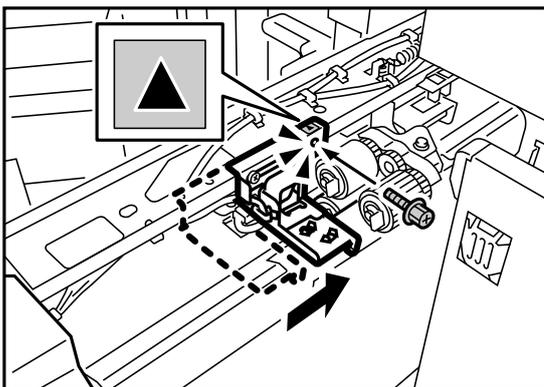
bzs116

- Slide the bracket to the left so you can reach the rollers.
- Remove the three snap rings, and then remove each roller.



bzs117

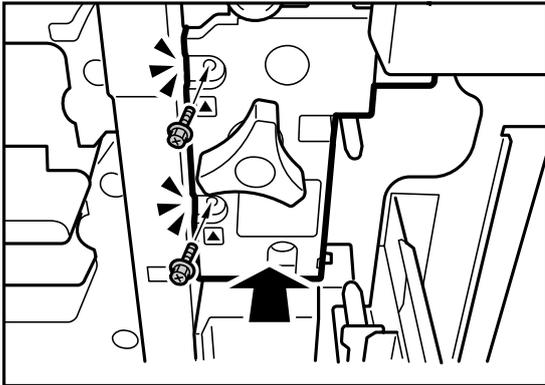
- Attach the new rollers, and then secure them with the snap rings.
- Slide the bracket back to its original position, taking care to align the screw hole with the triangular marking, and then reattach the black screw.



bzs118

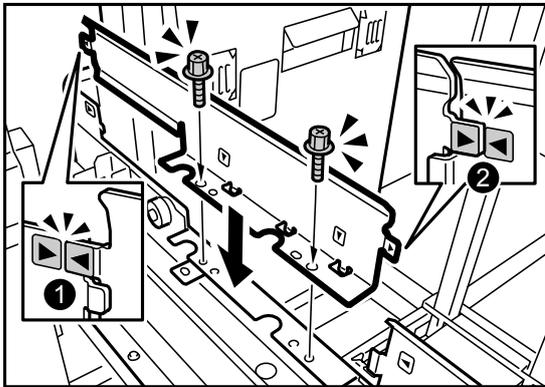
- Push paper feed unit **U2** into the machine.  
If you cannot fully insert unit U2, turn lever U2 counterclockwise while pushing in the unit.

11. Reattach paper feed unit **U2** with the two black screws.



bzs119

12. Align the markers at (1) and (2), and then set the side plate.



bzs120

13. Reattach the two black screws to the side plate.

14. Push Tray 3/Tray 5 back inside the machine.

15. Close the LCT front cover.

16. Reconnect the ground leakage circuit breaker for the machine and fixing heater.

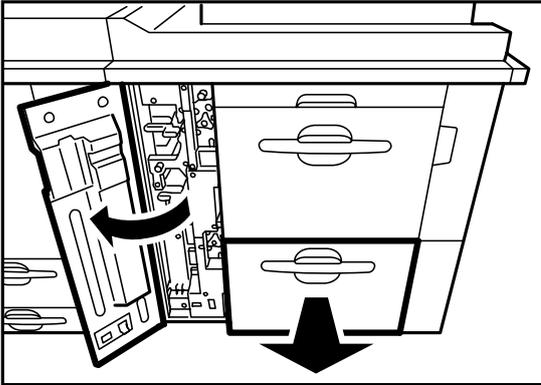
17. Turn the machine's main power switch to ON, and then wait for the machine to warm up.

18. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)

19. Reset the replaceable parts counter for the replaced feed roller. (See p.20 "Resetting the Replaceable Parts Counter".)

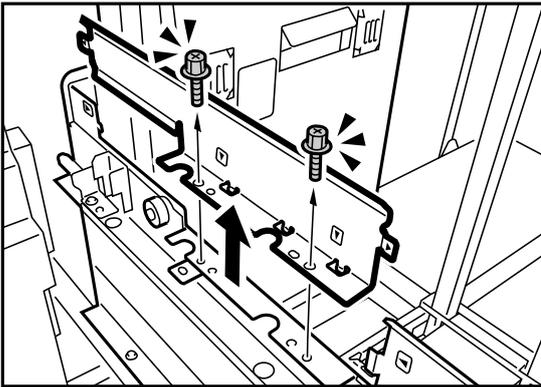
## Tray 4/Tray 6 (Bottom Tray)

1. Open the LCT front cover.



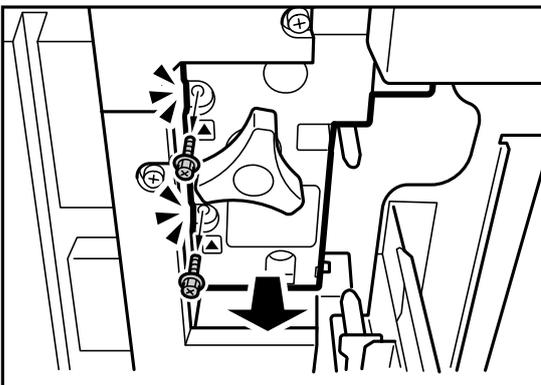
bzs129

2. Pull out Tray 4/Tray 6 until it stops. If there is any paper in the tray, remove it.
3. Using the provided accessory hex screwdriver, remove the two black screws, and then remove the side plate.



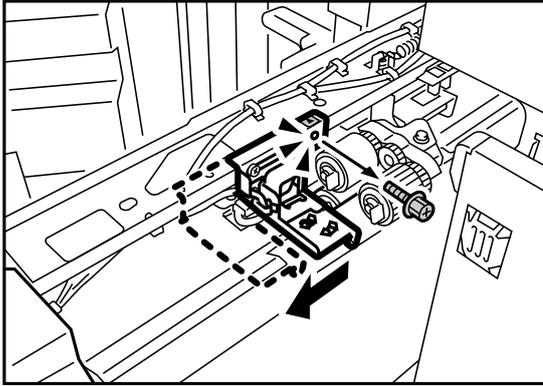
bzs114

4. Using the hex screwdriver, remove the two black screws from paper feed unit **U4**, and then pull out **U4**.



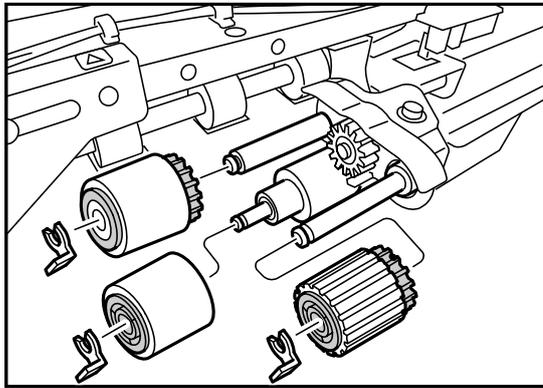
bzs128

- Using the hex screwdriver, remove the black screw from the bracket.



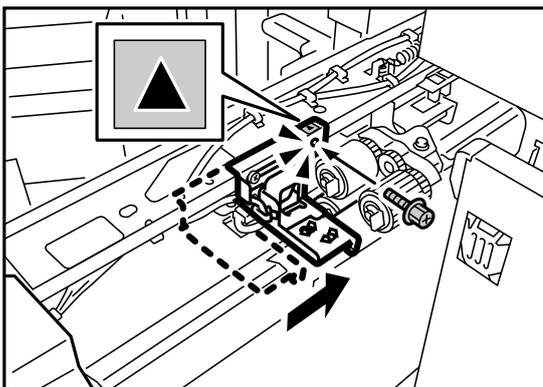
bzs116

- Slide the bracket to the left so you can reach the rollers.
- Remove the three snap rings, and then remove each roller.



bzs117

- Attach the new rollers, and then secure them with the snap rings.
- Slide the bracket back to its original position, taking care to align the screw hole with the triangular marking, and then reattach the black screw.

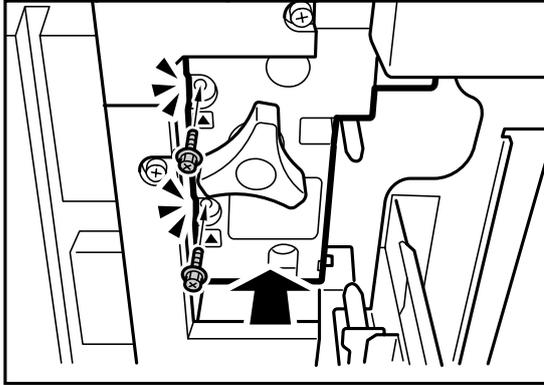


bzs118

10. Push paper feed unit **U4** into the machine.

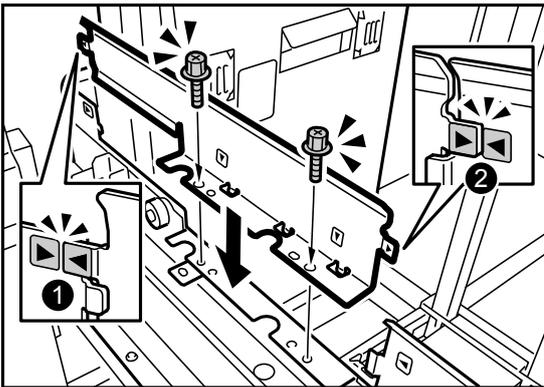
If you cannot fully insert unit U4, turn lever U4 counterclockwise while pushing in the unit.

11. Reattach paper feed unit **U4** with the two black screws.



bzs130

12. Align the markers at (1) and (2), and then set the side plate.



bzs120

13. Reattach the two black screws to the side plate.

14. Push Tray 4/Tray 6 back inside the machine.

15. Close the LCT front cover.

16. Reconnect the ground leakage circuit breaker for the machine and fixing heater.

17. Turn the machine's main power switch to ON, and then wait for the machine to warm up.

18. Access the Adjustment Settings for Skilled Operators menu. (See p.18 "Accessing the Adjustment Settings for Skilled Operators".)

19. Reset the replaceable parts counter for the replaced feed roller. (See p.20 "Resetting the Replaceable Parts Counter".)

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