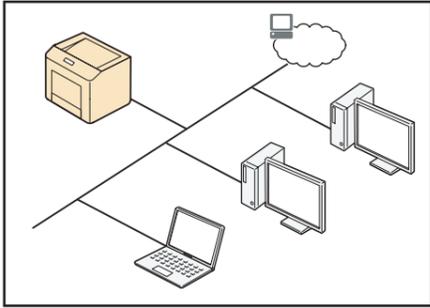


Network Settings Guide

SP 310DN/310DNw/310SFN/310SFNw
SP 311DN/311DNw/311SFN/311SFNw

Read this manual carefully before you use the product and keep it handy for future reference. For safe and correct use, please be sure to read "Safety Information" before using the machine. This manual explains how to connect this printer to the network with an Ethernet cable.

By connecting to the network, the printer can be used as a network printer.



COT631

Note

- If you want to connect the printer directly to a computer, connect the printer and the computer using a USB cable. For details, see *Quick Installation Guide* on the provided CD-ROM.

Terminology

This section introduces you to the terminology used here or displayed on the screen.

Broadband router:

A device for connecting to the Internet, mainly used in home networks.

It combines a DHCP function and a few Ethernet ports, which makes it possible to easily establish a LAN.

Hub:

A device that contains multiple Ethernet ports and that can be used to establish a LAN.

A hub does not usually contain DHCP functionality, but such functionality is available if the hub is connected to a router that has DHCP functionality or a DHCP server.

MAC address:

A unique identifier assigned to each network communication device.

MAC addresses are registered by the manufacturer, and it cannot be changed.

IP address:

An identifier assigned to each device on the network or a LAN.

An IP address is like a home address on the network.

IPv4/IPv6:

There are two types of IP addresses: IPv4 and IPv6.

The term "IP address" usually refers to an IPv4 address. An IPv6 address is referred to as an "IPv6 address".

IPv6 addresses might not be available depending on the network environment.

DHCP:

A protocol that assigns necessary information, such as an IP address, to devices on the network on a temporary basis.

This type of functionality provides reliable and simple network configuration without user intervention.

This function is convenient for users who are not familiar with network configuration.

LAN:

A network that spans a relatively small area such as a single building.

It enables connections between computers, printers, and other communication devices to interact with each other on the network.

1 Confirming the network environment

Confirm the network environment you want to use.

Perform the following procedure using a computer on the network to which the printer will be connected. The following procedure uses Windows 7 as an example.

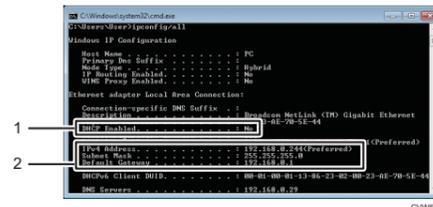
1 Click the [Start] menu.

2 Enter "cmd" in the [Search programs and files] field, and then press the [Enter] key.

The command prompt appears.

3 Enter "ipconfig/all", and then press the [Enter] key.

The details about the network environment appear.



1. Dhcp Enabled

"Yes" is displayed if the addresses on the screen were assigned by DHCP. The network settings can be automatically configured.

2. IP address, subnet mask, and default gateway

The IP address, subnet mask, and default gateway that have been assigned to the computer are displayed. For manual configuration, use the same values as displayed here.

2 Configuring network settings

About network connection methods

Network connection methods vary depending on the network environment and the machine type. Select the method from among the following that is most appropriate for your network environment, and then see the section for your machine type.

To connect to a broadband router or to a hub that is connected to a broadband router:

- A. IPv4 automatic configuration (DHCP enabled)

The DHCP function on the broadband router allows you to automatically configure the necessary settings.

To connect to a hub that is connected to the network

- A. IPv4 automatic configuration (DHCP enabled)

- If IPv4 automatic setting is not available:
 - B. IPv4 manual setting (DHCP disabled)

To connect to a LAN that consists of only hubs

- B. IPv4 manual setting (DHCP disabled)

To connect with IPv6

- See *User Guide* on the provided CD-ROM.

If you want to connect to a large network that is configured with various servers, consult your network administrator.

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Preparation

Use Smart Organizing Monitor to connect the printer to the network.

Install Smart Organizing Monitor first on a computer on the same network.

For details, see *User Guide* on the provided CD-ROM.

A. IPv4 address automatic configuration (DHCP enabled)

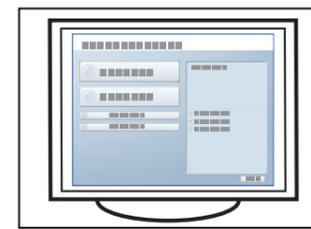
Important

- A router with DHCP functionality or a DHCP server is required.
- Make sure the USB cable is not connected to the printer beforehand.

1 Connect the printer to the router or the hub using the Ethernet cable.

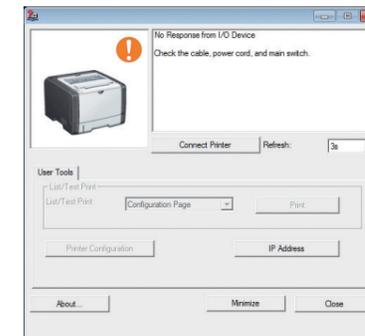
2 Turn on the printer.

3 Start Smart Organizing Monitor.



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The following screen appears if the connection has not been established yet.



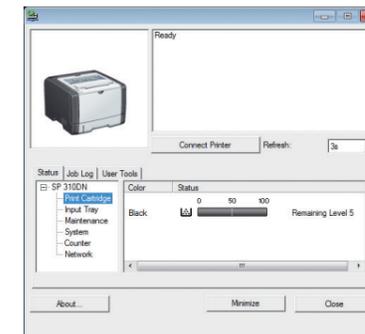
4 Click [Connect Printer].

5 Click [Search Network Printer].

A list of printers currently connected to the network appears.

6 Select your printer, and then click [OK].

7 If the printer information appears after a while, the connection was established successfully.



If nothing appears on the screen, repeat this procedure.

8 The network settings are complete.

The next step is to install the printer driver from the provided CD-ROM. For details, see *User Guide* on the provided CD-ROM.

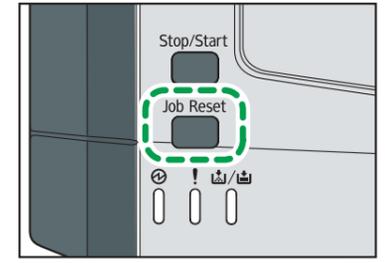
B. IPv4 address manual configuration (DHCP disabled)

Important

- The printer's MAC address is required.
- See *Quick Installation Guide*, and have the printer ready to print.

1 Connect the printer to the router or the hub using the Ethernet cable.

2 Hold down the [Job Reset] key and turn on the printer.



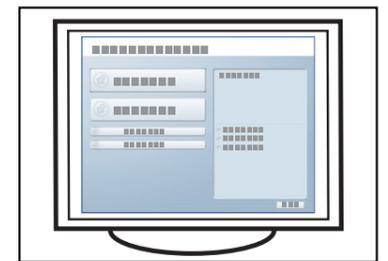
CW204

When the Power indicator lights up and the Alert indicator starts to flash, release the key.

The printer's power is turned on, and the test page is printed out.

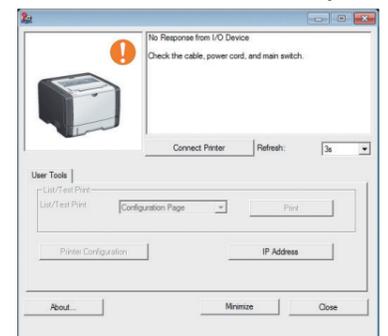
Printing starts approximately 30 seconds after the Alert Indicator starts blinking.

3 Start Smart Organizing Monitor.



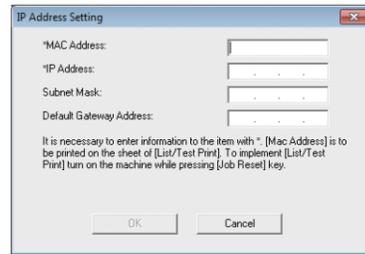
CTT065

The following screen appears if the connection has not been established yet.

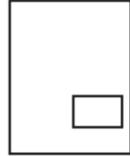


4 Click [IP Address].

The following screen appears:



5 Enter the MAC address printed in the lower right part of the test page.



6 Enter the IP address that your administrator has assigned to the printer.

Note

- IPv4 IP addresses consist of four sections with three digits each. If you want to enter a single digit such as "7", enter 3 digits such as "007".
- Enter a unique IP address that does not conflict with the IP addresses of any other devices on the network.
- Once the MAC address and IP address are determined, the subnet mask and default gateway are automatically entered.

7 Click [OK].

8 After confirming that the configuration is complete, restart the printer.

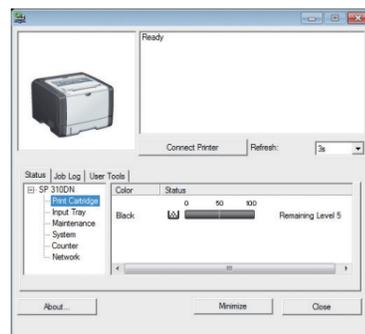
9 Click [Connect Printer].

10 Click [Search Network Printer].

A list of printers currently connected to the network appears.

11 Select your printer, and then click [OK].

12 If the printer information appears after a while, the connection was established successfully.



If nothing appears on the screen, repeat this procedure.

13 The network settings are complete.

The next step is to install the printer driver from the provided CD-ROM. For details, see *User Guide* on the provided CD-ROM.

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Configure network settings using the control panel.

A. IPv4 address automatic configuration (DHCP enabled)

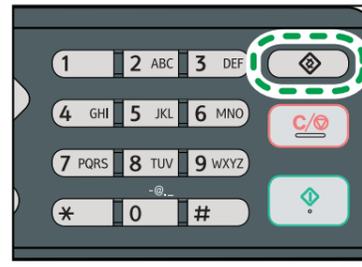
★ Important

- A router with DHCP functionality or a DHCP server is required.

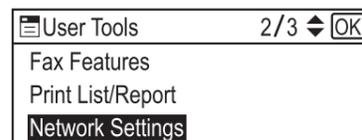
1 Connect the printer to the router or the hub using the Ethernet cable.

2 Turn on the printer.

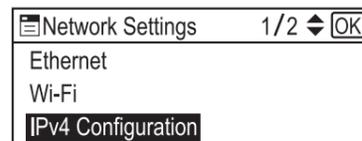
3 Press the [User Tools] key.



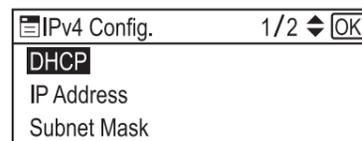
4 Press the [▼] or [▲] key to select [Network Settings], and then press the [OK] key.



5 Press the [▼] or [▲] key to select [IPv4 Configuration], and then press the [OK] key.



6 Press the [▼] or [▲] key to select [DHCP], and then press the [OK] key.



7 Press the [▼] or [▲] key to select [Active], and then press the [OK] key.

8 Press the [User Tools] key to return to the initial screen.

9 If you are requested to restart the machine, turn off the machine, and then turn it back on.

10 The network settings are complete.

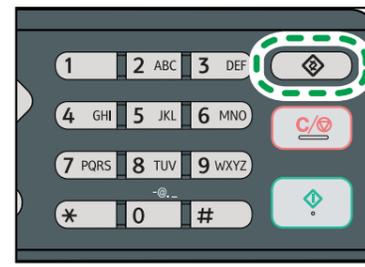
The next step is to install the printer driver from the provided CD-ROM. For details, see *User Guide* on the provided CD-ROM.

B. IPv4 address manual configuration (DHCP disabled)

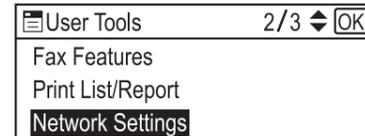
1 Connect the printer to the router or the hub using the Ethernet cable.

2 Turn on the printer.

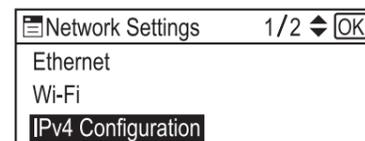
3 Press the [User Tools] key.



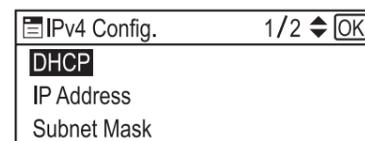
4 Press the [▼] or [▲] key to select [Network Settings], and then press the [OK] key.



5 Press the [▼] or [▲] key to select [IPv4 Configuration], and then press the [OK] key.

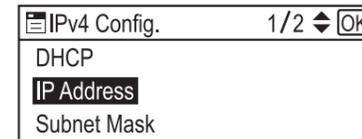


6 Press the [▼] or [▲] key to select [DHCP], and then press the [OK] key.



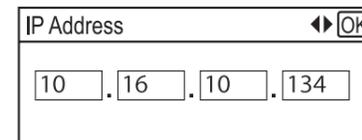
7 Press the [▼] or [▲] key to select [Inactive], and then press the [OK] key.

8 Press the [▼] or [▲] key to select [IP Address], and then press the [OK] key.

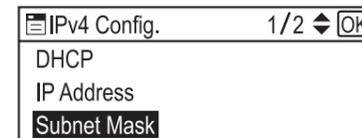


9 Enter the machine's IPv4 address using the number keys, and then press the [OK] key.

Press the [◀] or [▶] key to move between fields.

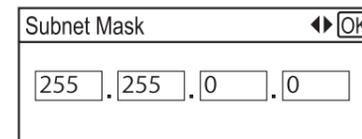


10 Press the [▼] or [▲] key to select [Subnet Mask], and then press the [OK] key.



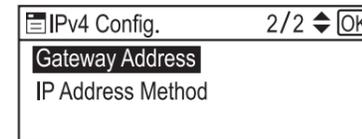
11 Enter the subnet mask using the number keys, and then press the [OK] key.

Press the [◀] or [▶] key to move between fields.



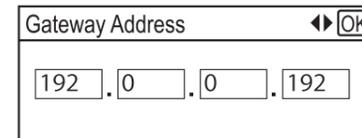
12 Press the [▼] or [▲] key to select [Gateway Address], and then press the [OK] key.

The current gateway address is shown.



13 Enter the gateway address using the number keys, and then press the [OK] key.

Press the [◀] or [▶] key to move between fields.



14 Press the [User Tools] key to return to the initial screen.

15 If you are requested to restart the machine, turn off the machine, and then turn it back on.

16 The network settings are complete.

The next step is to install the printer driver from the provided CD-ROM. For details, see *User Guide* on the provided CD-ROM.

3 Sharing the printer on the network

Set up the computer so that the printer can be used for all computers on the network. Perform the following procedure using a computer on the network:

★ Important

- To change printer properties, you need access privileges for Printer Management. Log on using an account in the Administrator group.
- The following procedure is based on Windows 7. If you are using another operating system, the procedure might differ slightly.

1 On the [Start] menu, click [Devices and Printers].

2 Right-click the icon of the printer you want to use, and then click [Printer properties].

The printer properties window appears.

3 On the [Sharing] tab, click [Share this printer].

Note

- To share this printer with users using a different version of Windows, continue with this procedure.
- If you installed an alternative driver by selecting [Share this printer] during the printer driver installation, proceed to Step 8.

4 Click [Additional Drivers...].

5 Select the version of Windows with which you want to share the printer, and then click [OK].

6 Click [Browse...], select the driver file, and then click [Open].

7 Click [OK].

8 On the [Advanced] tab, click the [Printing Defaults...] button. Specify the default values for the printer driver that will be distributed to client computers, and then click [OK].

9 Click [Apply].

10 Click [OK].

4 When the connection is not successful

When the connection cannot be established successfully, check the following:

❖ All settings

- Is the printer turned on? Is the Ethernet cable connected properly?
- Has the network environment changed? (For example, have you changed the printer's location?)

If the network environment has been changed, you need to configure the network settings again.

(SP 310DN/310DNw/311DN/311DNw only)

Use the following procedure to reset the settings:

1. Turn on the machine while holding down the [Job Reset] key and the [Stop/Start] key.
- When the Alert indicator starts flashing, release the keys.
- All settings are reset to their factory settings.

2. Connect the machine to the network either automatically or manually according to your network environment.

❖ IPv4 automatic setting

- Does your network device have DHCP functionality? Is the DHCP function enabled? The DHCP functionality is required for automatic configuration.

If you are not sure whether the network has DHCP functionality, connect to the network manually.

❖ IPv4 manual setting

- Does another IP address conflict with the printer's IP address?

If you have specified the same IP address as any of other computers' IP addresses, the connection will fail.

Specify another IP address and try again.