# SP 3500N/SP 3510DN

# Information

### 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.

## Important

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 the machine.

#### Notes:

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.

```
Caution
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For good output quality, the manufacturer recommends that you use genuine toner from the manufacturer.

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

# Notes

The model names of the machines do not appear in the following pages. Check the type of your machine before reading this manual. (For details, see "Model-Specific Information", **Hardware Guide** in the manuals CD-ROM.)

Model type	Model name	Duplex Printing
Туре 1	SP 3500N	Manual
Type 2	SP 3510DN	Automatic

Certain types might not be available in some countries.

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

### **Power Source**

120 V, 60 Hz, 10 A

Please be sure to connect the power cord to a power source as above.

# 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 machine complies with the requirements of 21 CFR Subchapter J for class 1 laser product. The machine contains multiple AlGalnP laser diodes, 9-mil-liwatt, 648-663 nanometer wavelength for each emitter. The divergence of laser beams is  $\theta \perp$  31 deg (Ave.),  $\theta / / 9$  deg (Ave.) and laser beams are generated by CW (Continuous Wave) mode.

### Caution:

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

# **Safety During Operation**

In this manual, the following important symbols are used:

#### A 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.

# Environments Where the Machine Can be Used

### A WARNING:

- Do not use flammable sprays or solvents in the vicinity of this machine. Doing so could result in fire or electric shock.
- Do not place vases, plant pots, cups, toiletries, medicines, small metal objects, or containers holding water or any other liquids, on or close to this machine. Fire or electric shock could result from spillage or if such objects or substances fall inside this machine.

- 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.
- Do not place heavy objects on the machine. Doing so can cause the machine to topple over, possibly resulting in injury.
- Keep the machine in an area that is within optimum environmental conditions. Operating the machine in an environment that is outside the recommended ranges of humidity and temperature can cause an electrical fire hazard. Keep the area around the socket free of dust. Accumulated dust can become an electrical fire hazard.
- 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.

- Do not obstruct the machine's vents. Doing so risks fire caused by overheated internal components.
- Keep the machine away from salt-bearing air and corrosive gases. Also, do not install the machine in places where chemical reactions are likely (laboratories, etc.), as doing so will cause the machine to malfunction.

# Handling Power Cords and Power Plugs

### A WARNING:

- Do not use any power sources other than those that match the specifications shown in this manual. Doing so could result in fire or electric shock.
- Do not use any frequencies other than those that match the specifications shown. Doing so could result in fire or electric shock.
- Do not use multi-socket adaptors. Doing so could result in fire or electric shock.
- Do not use extension cords. Doing so could result in fire or electric shock.
- Do not use power cords that are damaged, broken, or modified. Also, do not use power cords that have been trapped under heavy objects, pulled hard, or bent severely. Doing so could result in fire or electric shock.
- Be sure to disconnect the plug from the wall outlet at least once a year.
  - There are burn marks on the plug.
  - The prongs on the plug are deformed.

If any of the above conditions exist, do not use the plug and consult your dealer or service representative. Use of the plug could result in fire or electric shock.

- Be sure to disconnect the power cord from the wall outlet at least once a year.
  - The power cord's inner wires are exposed, broken, etc.
  - The power cord's coating has a crack or dent.
  - When bending the power cord, the power turns off and on.
  - Part of the power cord becomes hot.
  - The power cord is damaged.

If any of the above conditions exist, do not use the power cord and consult your dealer or service representative. Use of the power cord could result in fire or electric shock.

- Touching the prongs of the power cable's plug with anything metallic constitutes a fire and electric shock hazard.
- The supplied power cord is for use with this machine only. Do not use it with other appliances. Doing so could result in fire or electric shock.
- It is dangerous to handle the power cord plug with wet hands. Doing so could result in electric shock.

- Be sure to push the plug of the power cord fully into the wall outlet. Partially inserted plugs create an unstable connection that can result in unsafe buildup of heat.
- If this machine is not going to be used for several days or longer at a time, disconnect its power cord from the wall outlet.
- When disconnecting the power cord from the wall outlet, always pull the plug, not the cord. Pulling the cord can damage the power cord. Use of damaged power cords could result in fire or electric shock.
- 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.
- When performing maintenance on the machine, always disconnect the power cord from the wall outlet.

## Handling the main machine

### A WARNING:

- Be sure to locate the machine as close as possible to a wall outlet. This will allow easy disconnection of the power cord in the event of an emergency.
- If the machine emits smoke or odours, or if it behaves unusually, you
  must turn off its power immediately. After turning off the power, be
  sure to disconnect the power cord plug from the wall outlet. Then contact your service representative and report the problem. Do not use
  the machine. Doing so could result in fire or electric shock.
- If metal objects, or water or other fluids fall inside this machine, you
  must turn off its power immediately. After turning off the power, be
  sure to disconnect the power cord plug from the wall outlet. Then contact your service representative and report the problem. Do not use
  the machine. Doing so could result in fire or electric shock.
- Do not touch this machine if a lightning strike occurs in the immediate vicinity. Doing so could result in electric shock.
- The following explains the warning messages on the plastic bag used in this product's packaging.
  - Keep the polythene materials (bags, 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.

### *∆* CAUTION:

- Unplug the power cord from the wall outlet before you move the machine. While moving the machine, take care that the power cord is not damaged under the machine. Failing to take these precautions could result in fire or electric shock.
- The machine weighs approximately 12.4 kg (27.4 lb.). When moving the machine, use the inset grips on both sides, and lift slowly. The machine will break or cause injury if dropped.
- When moving the machine after use, do not take out the toner to prevent toner spill inside the machine.
- Do not connect the Ethernet port of the machine to a network that may supply excess voltage, such as a telephone line. Doing so may result in fire or electric shock.

- Be careful not to trap your fingers when opening or closing the top cover.
- When moving the machine, use the inset grips on both sides. The machine will break or cause injury if dropped.
- If you have to move the machine when the optional paper tray unit is attached, do not push on the main unit's top section. Doing so can cause the optional paper tray unit to detach, possibly resulting in injury.
- Before installing or removing options, always disconnect the power cord plugs from the wall outlet and allow time for the main unit to fully cool. Failing to take these precautions could result in burns.

# Handling the Machine's Interior

### A WARNING:

- Do not remove any covers or screws other than those explicitly mentioned in this manual. Inside this machine are high voltage components that are an electric shock hazard and laser components that could cause blindness. Contact your sales or service representative if any of the machine's internal components require maintenance, adjustment, or repair.
- Do not attempt to disassemble or modify this machine. Doing so risks burns and electric shock. Note again that exposure to the laser components inside this machine risks blindness.

- The inside of this machine becomes very hot. Do not touch parts labelled "A" (indicating a hot surface).
- Some of this machine's internal components get very hot. For this reason, take care when removing misfed paper. Not doing so could result in burns.
- When removing jammed paper, make sure not to trap or injure your fingers.
- 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 safety. But take care not to touch the machine during operation. Otherwise, an injury might occur.
- Lifting the paper feed unit carelessly or dropping it may cause injury.

- Do not pull out the paper tray forcefully. If you do, the tray might fall and cause an injury.
- Do not put your hands inside the machine when the input tray is removed. Some internal parts become hot and are a burn hazard.

# Handling the Machine's Supplies

### A WARNING:

- Do not incinerate toner (new or used) or toner containers. Doing so risks burns. Toner will ignite on contact with naked flame.
- Do not store toner (new or used) or toner containers anywhere near naked flames. Doing so risks fire and burns. Toner will ignite on contact with naked flame.
- Do not use the cleaner to suck spilled toner (including used toner). Sucked toner may cause firing or explosion due to electrical contact flickering inside the cleaner. However, it is possible to use the cleaner designed for dust explosion-proof purpose. If toner is spilled over the floor, sweep up spilled powder toner slowly and clean remainder with wet cloth.
- The following explains the warning messages on the plastic bag used in this product's packaging.
  - 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 crush or squeeze toner containers. Doing so can cause toner spillage, possibly resulting in dirtying of skin, clothing, and floor, and accidental ingestion.
- Store toner (new or used), toner containers, and components that have been in contact with toner out of reach of children.
- 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 your eyes, flush immediately with large amounts of water. Consult a doctor if necessary.

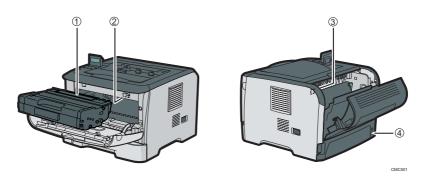
- If toner or used toner is swallowed, dilute by drinking a large amount of water. Consult a doctor if necessary.
- When removing jammed paper or replacing toner, avoid getting toner (new or used) on your clothing. If toner comes into contact with your clothing, wash the stained area with cold water. Hot water will set the toner into the fabric and make removing the stain impossible.
- When removing jammed paper or replacing toner, 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.
- Our products are engineered to meet high standards of quality and functionality, and we recommend that you use only the expendable supplies available at an authorized dealer.

# Safety Labels of This Machine

This section explains the machine's safety information labels.

# Positions of AWARNING and ACAUTION labels

This machine has labels for <u>A</u>WARNING and <u>A</u>CAUTION at the positions shown below. For safety, please follow the instructions and handle the machine as indicated.



1



Do not incinerate toner or toner containers.

Toner dust may cause flashback when exposed to an open flame.

2



Do not touch the parts a label indicates.

The inside of the machine could be very hot.

3



Do not touch the parts a label indicates. The inside of the machine could be very hot.

# Type 1 Model

(4)



The machine weighs approximately 11.4 kg (25.2 lb.) . When moving the machine, use the inset grips on both sides, and lift slowly.

### Type 2 Model



The machine weighs approximately 12.4 kg (27.4 lb.). When moving the machine, use the inset grips on both sides, and lift slowly.

# **Power Switch Symbols**

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

- : POWER ON.
- O : POWER OFF.

# Environmental Features (Type 1 Model)

This machine is equipped with the following Energy Saver modes: Energy Saver mode 1 and Energy Saver mode 2. The machine recovers from Energy Saver mode when it receives a print job, or when any key is pressed.

#### Energy Saver mode 1

This machine automatically enters Energy Saver mode 1 about 30 seconds after the last operation is completed.

#### Energy Saver mode 2

This machine automatically enters Energy Saver mode 2.1 minute after the last operation is completed.

#### Specifications

Energy Saver mode 1	Power Consumption	70 W
	Default Time	OFF
	Recovery Time	10 seconds
Energy Saver mode 2	Power Consumption	5 W
	Default Time	1 minute
	Recovery Time	20 seconds or less

#### Note

- □ For more information about how to configure Energy Saver mode, see "Making Printer Settings Using the Control Panel", **Software Guide** as a HTML file on the CD-ROM.
- Even if Energy Saver mode 2 is enabled, the machine will not enter Energy Saver mode 2 for two hours if [Low Humidity Mode] under [System] is enabled. However, the machine will enter Energy Saver mode 1 as normal (even when Energy Saver mode 1 is not enabled).

#### \* Reference

"Making Printer Settings Using the Control Panel", **Software Guide** as a HTML file on the CD-ROM.

"Configuring the System Settings", **Software Guide** as a HTML file on the CD-ROM.

### Recycled Paper

We recommend you to use environmentally friendly recycled paper. Please contact your sales representative for recommended paper.

# Environmental Features (Type 2 Model)

# **ENERGY STAR Program**

ENERGY STAR® Program Requirements for Imaging Equipment



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 multifunction devices. Energy Star standards and logos are internationally uniform.

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#### Reference

"Making Printer Settings Using the Control Panel", **Software Guide** as a HTML file on the CD-ROM.

"Configuring the System Settings", **Software Guide** as a HTML file on the CD-ROM.

#### Recycled Paper

We recommend you to use environmentally friendly recycled paper. Please contact your sales representative for recommended paper.

# Note 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 B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- · Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio /TV technician for help.

### Caution

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

# Note to users in Canada

#### Note

This Class B digital apparatus complies with Canadian ICES- 003.

### Remarque concernant les utilisateurs au Canada

#### Avertissement

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

## For users in the state of California

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

### MEMO

### MEMO

