

**Before you can use the machine, you must set up the hardware.  
Please read this "Quick Setup Guide" for the correct setup procedure.**



## Setting Up the Machine



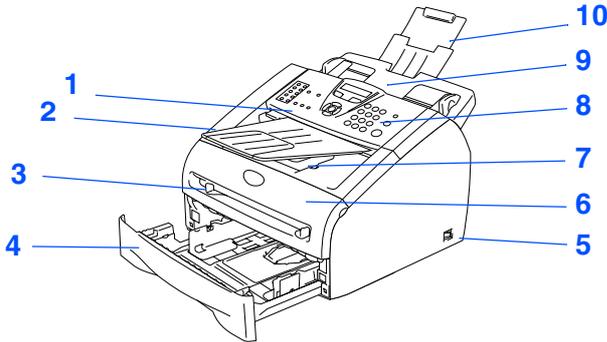
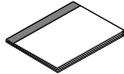
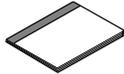
## Setup is Complete!

Keep this "Quick Setup Guide" and User's Guide in a convenient place for quick and easy reference at all times.

Read this manual carefully before you use this product and keep it handy for future reference. For safe and correct use, please be sure to read the Important Information in "User's Guide" before using the machine.

# Getting Started

## Carton Components for EU

	 <p><b>Quick Install Guide</b></p>
	 <p><b>Safety Booklet</b></p>
	 <p><b>Operation Panel Guide</b></p>
	 <p><b>CD-ROM</b></p>
	 <p><b>AC Power Cord</b></p>
<p>1. Control Panel Cover 2. ADF Document Output Support 3. Manual Feed Slot 4. Paper Tray 5. Power Switch 6. Front Cover</p>	<p>7. Face-down Output Tray Support Flap with Extension 8. Control Panel 9. Automatic Document Feeder (ADF) 10. ADF Document Support</p>
 <p><b>ADF Document Output Support</b></p>	 <p><b>Drum Unit Assembly</b> (including Toner Cartridge)</p>
	 <p><b>Telephone Line Cord</b></p>

### **Warning**

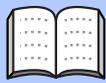
Plastic bags are used in the packaging of your machine. To avoid danger of suffocation, please keep these bags away from babies and children.



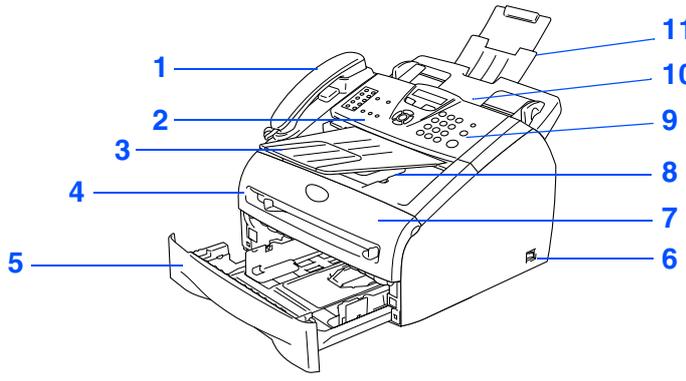
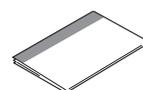
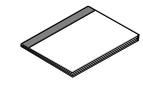
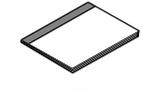
- *The components included in the box may differ depending on your country.*
- *Save all packing materials and the box in case for any reason you must ship your machine.*
- *You must use an appropriate USB cable. If you don't have one, please purchase a USB cable that is no longer than 2 metres.*

#### **USB cable**

- *DO NOT connect the interface cable at this time. Connecting the interface cable is done during Multi-Function Suite installation process.*
- *When you use a USB cable, make sure you connect it to the USB port of your computer and not to a USB port on a keyboard or non-powered USB hub.*
- *Carton components may differ from one country to another.*
- *Save all packing materials and the carton.*

 <p><b>Warning</b></p>	 <p><b>Improper Setup</b></p>	 <p><b>Note</b></p>	 <p><b>User's Guide</b></p>
<p>Indicates warnings that must be observed to prevent possible personal injury.</p>	<p>Alerts you to devices and operations that are not compatible with the machine.</p>	<p>Indicates notes and useful tips to remember when using the machine.</p>	<p>Indicates reference to the User's Guide.</p>

# Carton Components for USA/Canada

 <p>1. Telephone Handset 2. Control Panel Cover 3. ADF Document Output Support 4. Manual Feed Slot 5. Paper Tray 6. Power Switch 7. Front Cover</p> <p>8. Face-down Output Tray Support Flap with Extension 9. Control Panel 10. Automatic Document Feeder (ADF) 11. ADF Document Support</p>	 <p><b>Quick Install Guide</b></p>  <p><b>Safety Booklet</b></p>  <p><b>Operation Panel Guide</b></p>  <p><b>CD-ROM</b></p>  <p><b>Telephone Line Cord</b></p>	
 <p><b>ADF Document Output Support</b></p>	 <p><b>Drum Unit Assembly</b> (including Toner Cartridge)</p>	 <p><b>Telephone Handset</b></p>  <p><b>Curled Handset Cord</b></p>

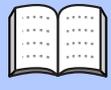
## **Warning**

Plastic bags are used in the packaging of your machine. To avoid danger of suffocation, please keep these bags away from babies and children.

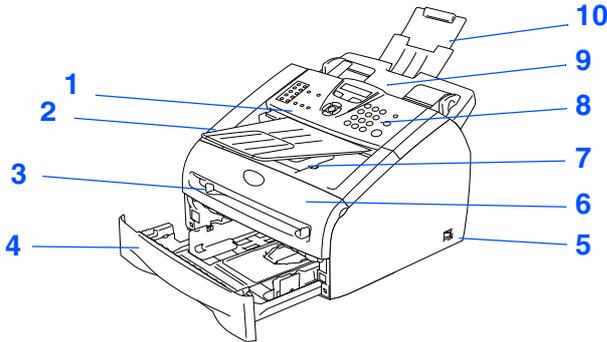
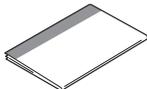
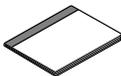
-  ■ *The components included in the box may differ depending on your country.*
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### **USB cable**

- *DO NOT connect the interface cable at this time. Connecting the interface cable is done during Multi-Function Suite installation process.*
- *When you use a USB cable, make sure you connect it to the USB port of your computer and not to a USB port on a keyboard or non-powered USB hub.*
- *Carton components may differ from one country to another.*
- *Save all packing materials and the carton.*

 <p><b>Warning</b></p> <p>Indicates warnings that must be observed to prevent possible personal injury.</p>	 <p><b>Improper Setup</b></p> <p>Alerts you to devices and operations that are not compatible with the machine.</p>	 <p><b>Note</b></p> <p>Indicates notes and useful tips to remember when using the machine.</p>	 <p><b>User's Guide</b></p> <p>Indicates reference to the User's Guide.</p>
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# Carton Components for Asia/Oceania

	 <b>Quick Setup Guide</b>	
	 <b>User's Guide</b> (For Asia Model only)	
	 <b>CD-ROM</b>	
	 <b>AC Power Cord</b>	
<ol style="list-style-type: none"> <li>1. Control Panel Cover</li> <li>2. ADF Document Output Support</li> <li>3. Manual Feed Slot</li> <li>4. Paper Tray</li> <li>5. Power Switch</li> <li>6. Front Cover</li> <li>7. Face-down Output Tray Support Flap with Extension</li> <li>8. Control Panel</li> <li>9. Automatic Document Feeder (ADF)</li> <li>10. ADF Document Support</li> </ol>		
 <b>ADF Document Output Support</b>	 <b>Drum Unit Assembly</b> (including Toner Cartridge)	 <b>Telephone Line Cord</b>

## **Warning**

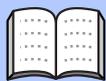
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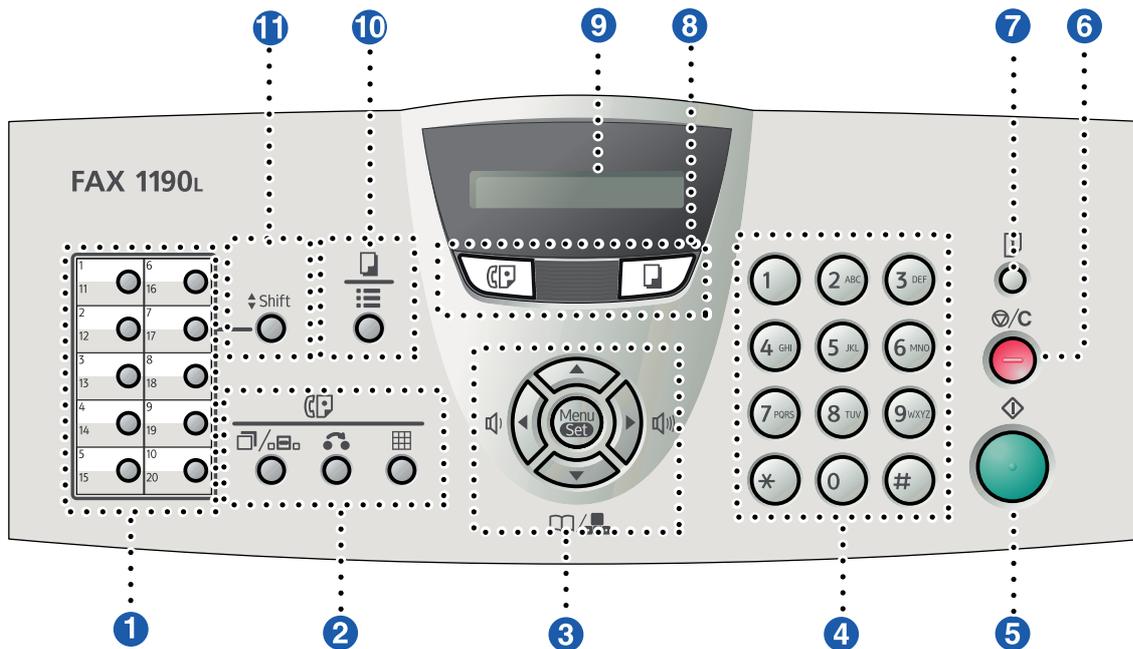
- The components included in the box may differ depending on your country.
- Save all packing materials and the box in case for any reason you must ship your machine.
- You must use an appropriate USB cable. If you don't have one, please purchase a USB cable that is no longer than 2 metres.

### **USB cable**

- DO NOT connect the interface cable at this time. Connecting the interface cable is done during Multi-Function Suite installation process.
- When you use a USB cable, make sure you connect it to the USB port of your computer and not to a USB port on a keyboard or non-powered USB hub.
- Carton components may differ from one country to another.
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 <b>Warning</b> Indicates warnings that must be observed to prevent possible personal injury.	 <b>Improper Setup</b> Alerts you to devices and operations that are not compatible with the machine.	 <b>Note</b> Indicates notes and useful tips to remember when using the machine.	 <b>User's Guide</b> Indicates reference to the User's Guide.
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# Control Panel for EU model



## 1 One-Touch Keys

These 10 keys give you instant access to 20 previously stored dial numbers.

## 2 ☎ Fax and telephone keys:

### ☎/☎ Redial/Pause

Redials the last number you called. It also inserts a pause in quick dial numbers.

### ☎ Tel/R

This key is used to have a telephone conversation after picking up the external handset in F/T pseudo-ringing. Also, use this key to gain access to an outside line, or to transfer a call to another extension when it is connected to a PABX (PBX).

### ☎ Resolution

Sets the resolution when you send a fax.

## 3 Navigation keys:

### Menu/Set

The same key is used for Menu and Set operations. Lets you access the Menu to program and store your settings in the machine.



In standby mode you can press these keys to adjust the ring volume.

### ☎ Search/Speed Dial

Lets you look up numbers that are stored in the dialling memory. It also lets you dial stored numbers by pressing # and a three-digit number.



Press to scroll forward or backward to a menu selection.



Press to scroll through the menus and options.

## 4 Dial Pad

Use these keys to dial telephone or fax numbers and as a keyboard for entering information into the machine. The # key lets you temporarily switch the dialling mode during a telephone call from Pulse to Tone.

## 5 ⬠ Start

Lets you start sending faxes or make copies.

## 6 ☎/C Stop/Exit

Stops an operation or exits from the menu.

## 7 📄 Reports

## 8 Mode keys:



### Fax

Lets you access Fax mode.



### Copy

Lets you access Copy mode.

## 9 Liquid Crystal Display (LCD)

Displays messages on the screen to help you set up and use your machine.

## 10 Copy key (Temporary settings):



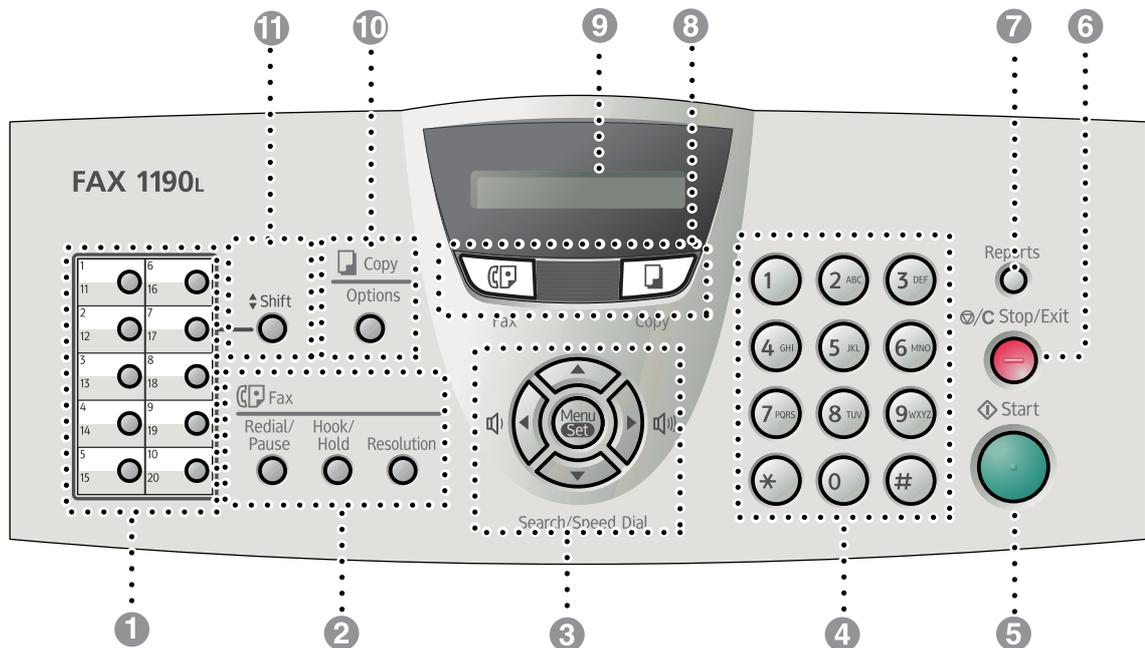
### Options

You can quickly and easily select temporary settings for copying.

## 11 ⬆ Shift

To access One-Touch numbers 11 to 20, hold down ⬆ Shift as you press the One-Touch key.

# Control panel overview (For USA, Canada and Asia/Oceania)



## 1 One-Touch Keys

These 10 keys give you instant access to 20 previously stored dial numbers.

## 2 Fax and telephone keys:

### Redial/Pause

Redials the last number you called. It also inserts a pause in quick dial numbers.

### Hook/Hold

Lets you dial telephone and fax numbers without lifting the handset.

—OR—

Lets you place telephone calls on hold.  
(for USA and Canada only)

### Resolution

Sets the resolution when you send a fax.

## 3 Navigation keys:

### Menu/Set

The same key is used for Menu and Set operations.

Lets you access the Menu to program and store your settings in the machine.



In standby mode you can press these keys to adjust the ring volume.

—OR—

When using the handset, listening to the speaker in Fax mode or on standby, you can press these keys to adjust the volume.  
(for USA and Canada only)

### ▼ Search/Speed Dial

Lets you look up numbers that are stored in the dialling memory. It also lets you dial stored numbers by pressing # and a three-digit number.



Press to scroll forward or backward to a menu selection.



Press to scroll through the menus and options.

## 4 Dial Pad

Use these keys to dial telephone or fax numbers and as a keyboard for entering information into the machine.

The # key lets you temporarily switch the dialling mode during a telephone call from Pulse to Tone. (Not available in USA and New Zealand)

## 5 Start

Lets you start sending faxes or making copies.

## 6 Stop/Exit

Stops an operation or exits from the menu.

## 7 Reports

Print the Transmission Verification Report, Help List, Quick-Dial List, Fax Journal, User Settings

## 8 Mode keys:



**Fax**

Lets you access Fax mode.



**Copy**

Lets you access Copy mode.

## 9 Liquid Crystal Display (LCD)

Displays messages on the screen to help you set up and use your machine.

## 10 Copy key (Temporary settings):

### Options

You can quickly and easily select temporary settings for copying.

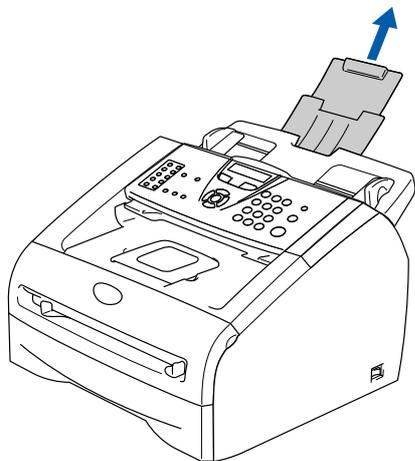
## 11 Shift

To access One-Touch numbers 11 to 20, hold down **Shift** as you press the One-Touch key.

# Setting Up the Machine

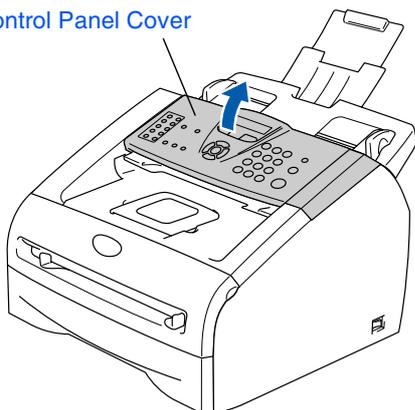
## 1 Attach the ADF Document Output Support

- 1 Pull out the ADF Document Support.

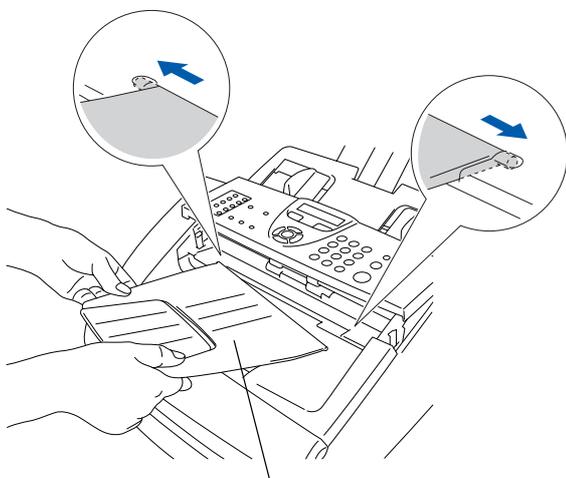


- 2 Open the control panel cover by lifting it toward the back.

Control Panel Cover



- 3 Attach the ADF Document Output Support.

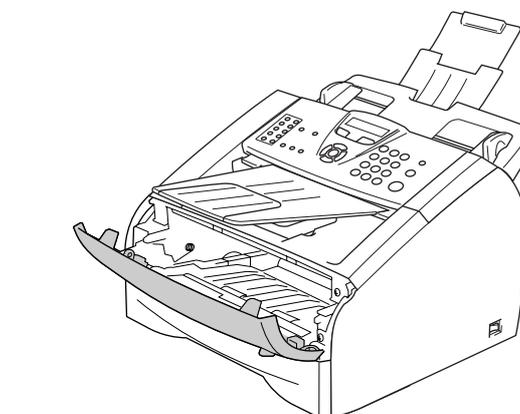
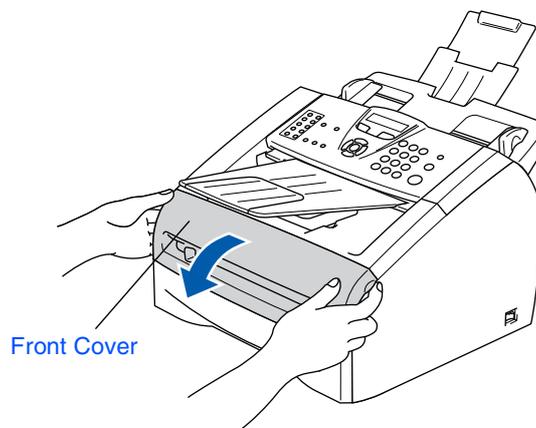


ADF Document Output Support

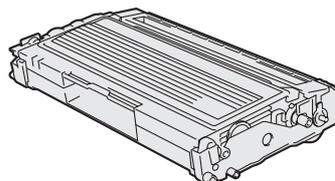
- 4 Close the control panel cover.

## 2 Install the Drum Unit Assembly

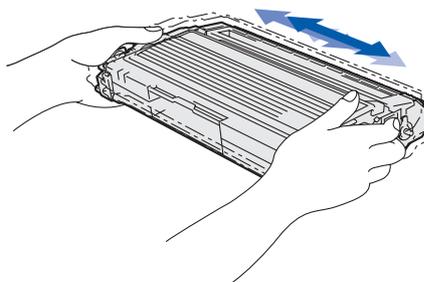
- 1 Open the front cover of the machine.



- 2 Unpack the drum unit assembly.

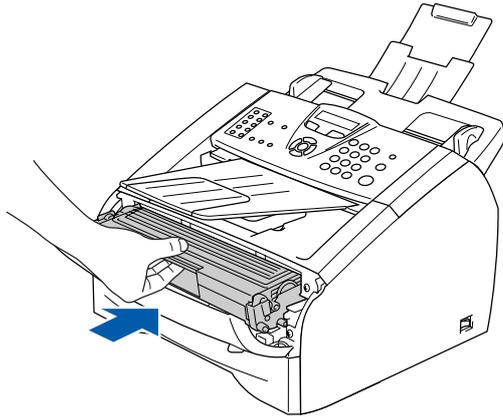


- 3 Gently rock it from side to side several times to distribute the toner evenly inside the assembly.

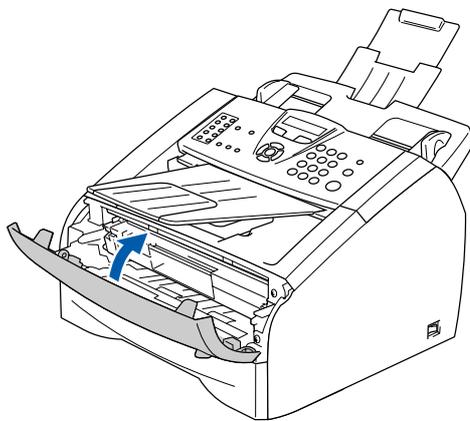


# Setting Up the Machine

- 4 Put the drum unit assembly into the machine.

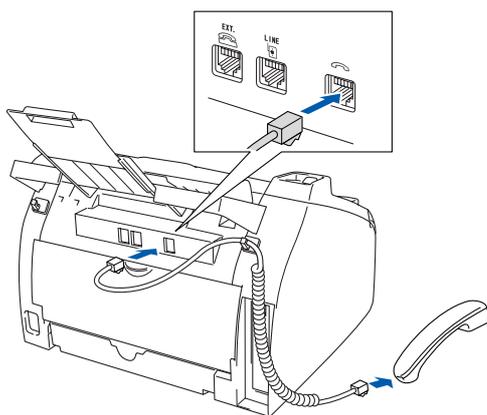


- 5 Close the front cover of the machine.



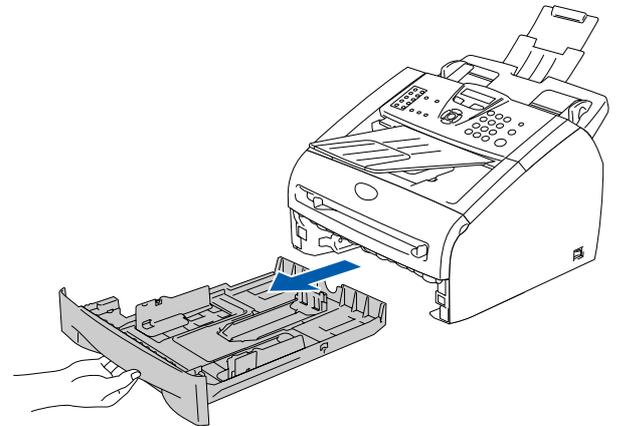
## 3 Install the Handset

- 1 Connect the curled handset cord to the jack on the machine marked  and the other end to the handset.

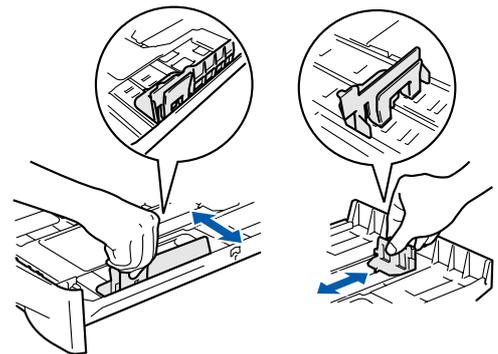


## 4 Load Paper in the Paper Tray

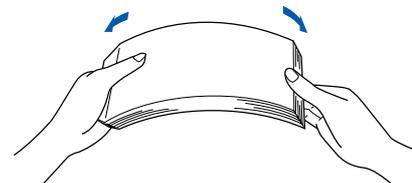
- 1 Pull the paper tray completely out of the machine.



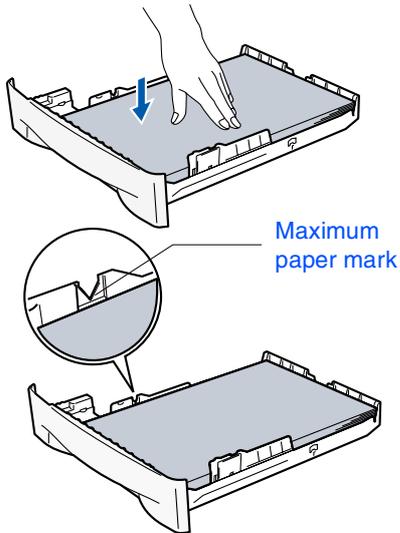
- 2 While pressing the paper guide release lever, slide the adjusters to fit the paper size. Check that the guides are firmly in the slots.



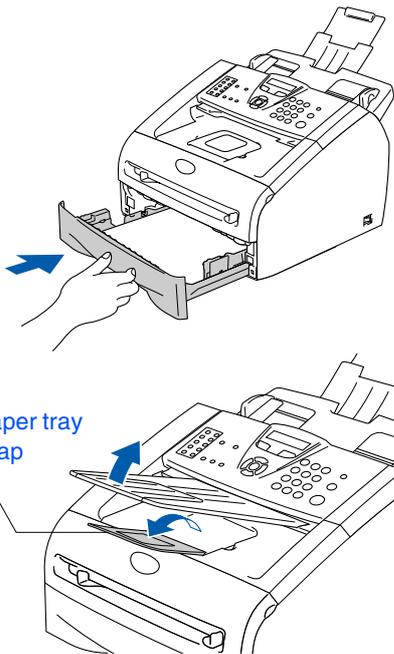
- 3 Fan the stack of paper well to avoid paper jams and misfeeds.



- 4 Put paper in the paper tray.  
Check that the paper is flat in the tray and below the maximum paper mark.



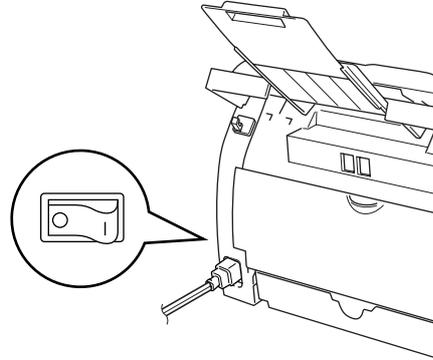
- 5 Put the paper tray firmly back into the machine and unfold the output paper tray support flap before you use the machine.



 For details on supported paper specifications, see "About paper" in Chapter 1 of the User's Guide.

## 5 Install the Power Cord and Phone Line

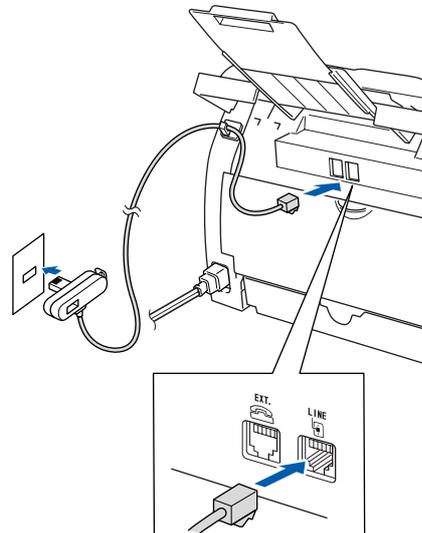
- 1 Make sure that the power switch is off.  
Connect the AC power cord to the machine.



- 2 Plug the AC power cord into an AC outlet.  
Turn the power switch on.



- 3 Connect one end of the telephone line cord to the socket on the machine marked **LINE** and the other end to a modular wall socket.



# Setting Up the Machine

## **Warning**

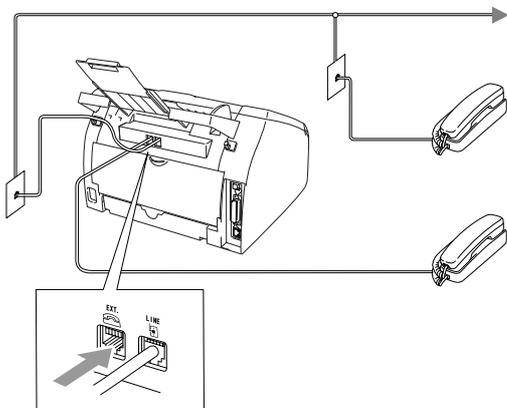
- The machine must be fitted with an earthed plug.
- Since the machine is grounded through the power outlet, you can protect yourself from potentially hazardous electrical conditions on the telephone network by keeping the power cord connected to your machine when you connect it to a telephone line. Similarly, you can protect yourself when you want to move your machine by disconnecting the telephone line first and then the power cord.



If you are sharing one phone line with an external telephone, connect it as shown below.

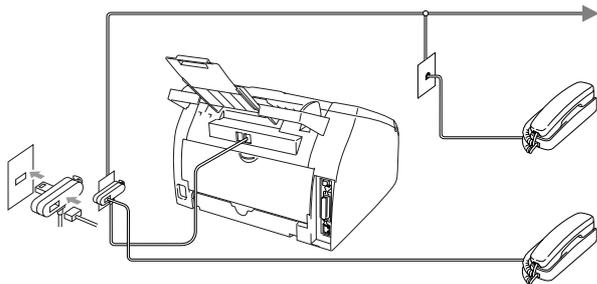
### **Type A**

For the countries such as Spain, Netherlands, Portugal, Poland, Hungary, Czech, Norway, USA, Canada and Asia/Oceania.



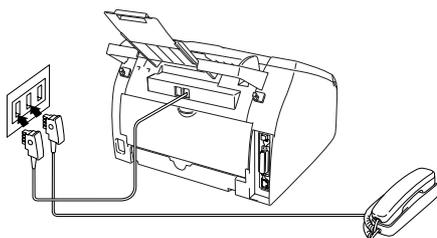
### **Type B**

For the countries such as UK, France, Italy, Belgium, Sweden, Denmark and Finland.

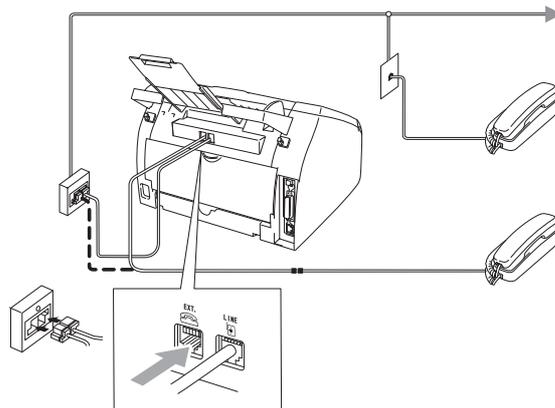


### **Type C**

For Germany



### **Type D** For Switzerland



If you are sharing one phone line with an external telephone answering machine, connect it as shown below.

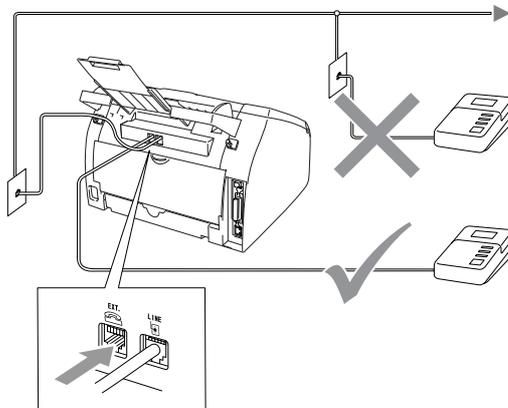


Please set the receive mode to External TAD.

For more details, see "Connecting an external telephone answering device (TAD)" in the Appendix of the User's Guide.

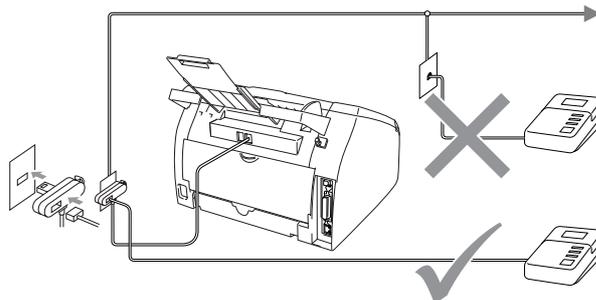
### **Type A**

For the countries such as Spain, Netherlands, Portugal, Poland, Hungary, Czech, Norway, USA, Canada and Asia/Oceania.

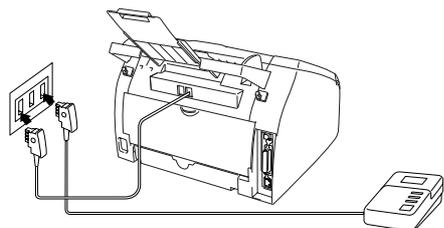


### **Type B**

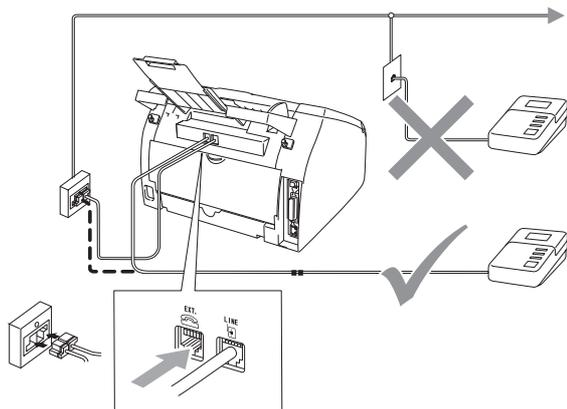
For the countries such as UK, France, Italy, Belgium, Sweden, Denmark and Finland.



**Type C**  
For Germany



**Type D**  
For Switzerland



## 6 Set the country (not language)

If you set up machine and turn on the power for the first time, you are requested to set your country and the display should look like this:

Set Country

Press Set Key

- 1 Press **Menu/Set**.
- 2 Press  or  to select the country. (Make sure you select the country, not language.)

UK

Select ▲ ▼ & Set

(UK/Germany/France/Italy/Spain/  
Netherlands/Belgium/Portugal/Switzerland/  
Sweden/Denmark/Norway/Finland/  
Hungary/Turkey/South Africa/Israel/  
General 1/General 2).

Country names displayed on the **LCD** depend on the models.

- 3 Press **Menu/Set** when your country is shown in display.
- 4 The display prompts you to confirm your country you selected.

UK ?

1.Yes 2.No

- 5 If the correct country is displayed, enter **1** to go to step **6**.  
— OR —  
Enter **2** to go back to Step **1** to select another country.

- 6 After **Accepted** been shown in the display, please wait.  
The machine will restart automatically.

Accepted

The display language will be changed to the default language of the country you selected after the restart of the machine.

# Setting Up the Machine

## 7 Setting the local language

You can change the display language.  
(English/Français/Deutsch/Italiano/Español/  
Português/Nederlands/Dansk/Norsk./Svenska/  
Suomi/POLSKI/Magyar/Cesky)

- 1 Press **Menu/Set**, **0**, **0**.
- 2 Press  or  to select the language, and then press **Menu/Set**.  
Languages displayed on the **LCD** depend on the countries.

## 8 Set the Date and Time

The machine displays the date and time, and prints it on every fax you send.

- 1 Press **Menu/Set**.
- 2 Press **0**.
- 3 Press **2**.
- 4 Enter the last two digits of the year on the dial pad, and then press **Menu/Set**.

Year: 2005

(e.g. Enter **0**, **5** for 2005.)

- 5 Enter the two digits for the month on the dial pad, and then press **Menu/Set**.

Month: 03

(e.g. Enter **0**, **3** for March)

- 6 Enter the two digits for the day on the dial pad, and then press **Menu/Set**.

Day: 01

(e.g. Enter **0**, **1**.)

- 7 Enter the time in 24-hour format on the dial pad, and then press **Menu/Set**.

Time: 15:25

(e.g. Enter **1**, **5**, **2**, **5** for 3:25 P.M.)

- 8 Press  **Stop/Exit**.



If you make a mistake, press  **Stop/Exit** to start from Step 1.

## 9 Set your Station ID

You should store your name and fax number to be printed on all fax pages that you send.

- 1 Press **Menu/Set**.
- 2 Press **0**.
- 3 Press **3**.
- 4 Enter your fax number (up to 20 digits) on the dial pad, and then press **Menu/Set**.

Fax: \_

- 5 Enter your telephone number (up to 20 digits) on the dial pad, and then press **Menu/Set**.  
(If your telephone number and fax number are the same, enter the same number again.)

Tel: \_

- 6 Use the dial pad to enter your name (up to 20 characters), and then press **Menu/Set**.

Name: \_

- 7 Press  **Stop/Exit**.



- Refer to the following chart for entering your name.
- If you need to enter a character that is on the same key as the previous character, press  to move the cursor to the right.

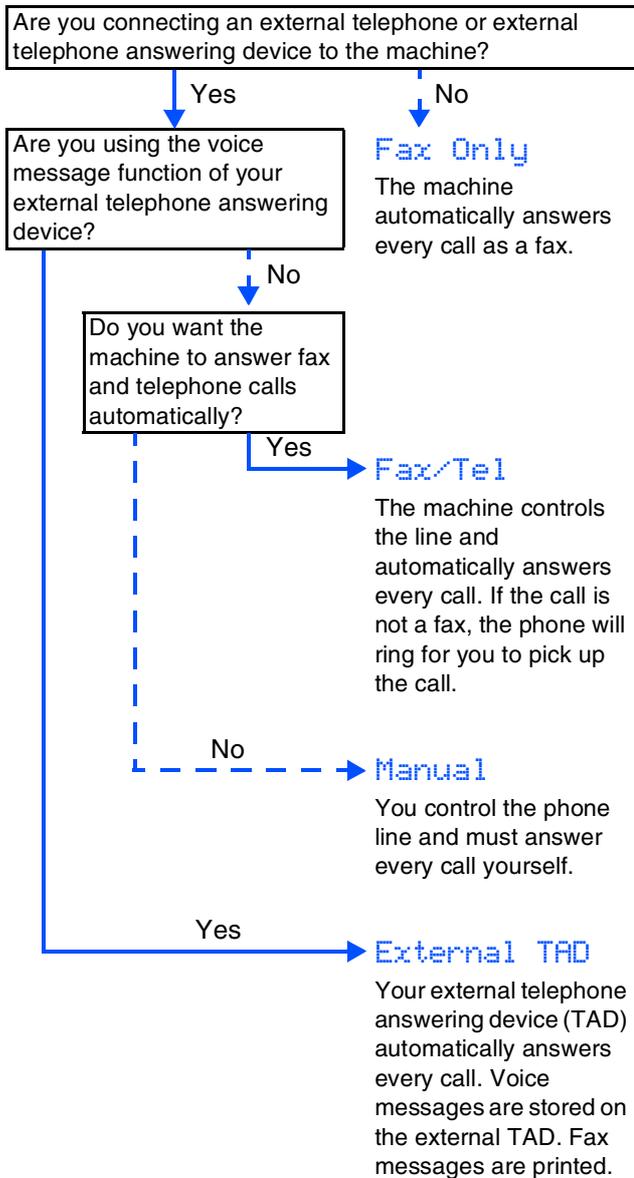
Press key	One time	Two times	Three times	Four times
2	A	B	C	2
3	D	E	F	3
4	G	H	I	4
5	J	K	L	5
6	M	N	O	6
7	P	Q	R	S
8	T	U	V	8
9	W	X	Y	Z



For more details, see "Entering Text" in Appendix B of the User's Guide.

## 10 Select a Receive Mode

There are four possible receive modes; **Fax Only**, **Fax/Tel**, **Manual** and **External TAD**.



Choose the **Receive Mode** which best suits your needs.

- 1 Press **Menu/Set**.
- 2 Press **0**.
- 3 Press **1**.
- 4 Press  or  to select the mode. Press **Menu/Set**.
- 5 Press  **Stop/Exit**.



For more details, see "Setup Receive" in Chapter 4 of the User's Guide.

## 11 Set the LCD Contrast

You can change the contrast to help the LCD look lighter or darker.

- 1 Press **Menu/Set**.
- 2 Press **1**.
- 3 Press **7**.
- 4 Press  or  to **Light** or **Dark**. Press **Menu/Set**.
- 5 Press  **Stop/Exit**.

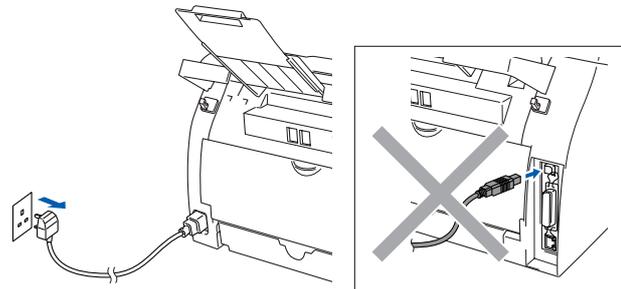
## 12 Using the FAX as a Printer or for PC-FAX Send

- 1 Make sure that your computer is ON and you are logged on with Administrator rights.



- **DO NOT** connect the USB cable yet.
- If there are any programs running, close them.
- The screen may differ depending on the operating system.
- Update to the latest Windows® Service Pack before installing Multi Function Suite TYPE 1190.

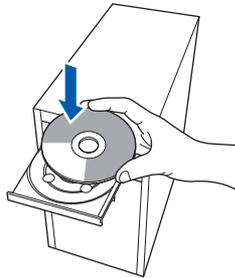
- 2 Turn off and unplug the machine from the AC outlet and disconnect it from your computer, if you already connected an interface cable.



# Setting Up the Machine

## 13 Install Multi-Function Suite

- 1 Put the supplied CD-ROM into your CD-ROM drive.



If the TYPE1190 screen does not appear automatically, go to **My Computer (Computer)**, double-click the CD-ROM icon, and then double-click **Start.exe**.

- 2 The language selection menu will appear. Click your language.

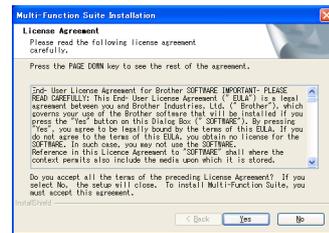


- 3 Click **Install Multi-Function Suite**.

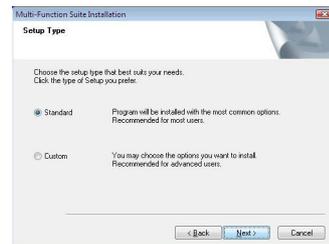


- If the installation does not continue automatically, open the main menu again by ejecting and then reinserting the CD-ROM or double-click the **Start.exe** program from the root folder, and continue from step 3 to install Multi-Function Suite.
- For Windows Vista® and 7, when the **User Account Control** screen appears, click **Allow** or **Yes**.

- 4 When the Software **License Agreement** window appears, click **Yes** if you agree to the Software **License Agreement**.



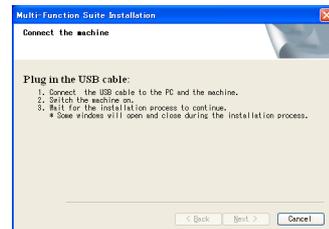
- 5 Choose **Standard Connection**, (Local Connection) and then click **Next**. The installation continues.



For Windows Vista® and 7, when this screen appears, click **Install this driver software anyway** to complete the installation correctly.



- 6 When this screen appears, go to the next step.

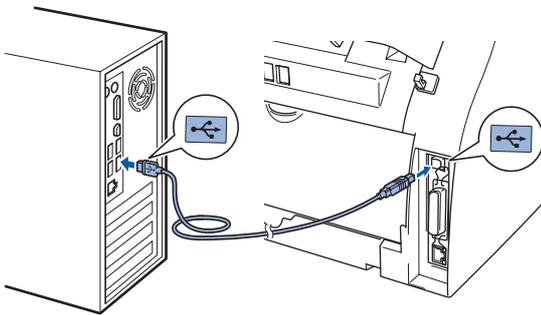


## 14 Connect the USB cable



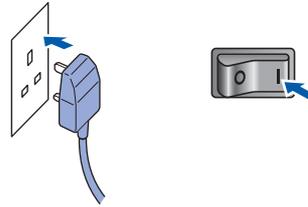
- **DO NOT** connect the machine to a USB port on a keyboard or a non-powered USB hub.
- Connect the machine directly to your computer.

- 1 Remove the label covering the USB interface connector.
- 2 Connect the USB cable to the USB connector on the machine marked with the  symbol. Then connect the cable to your computer.



## 15 Connect the power cord

- 1 Plug the AC power cord into an AC outlet. Turn the power switch on.

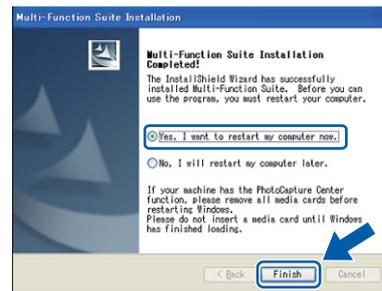


The installation will continue automatically. The installation screens appear one after another.



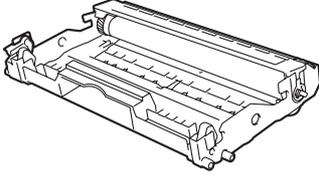
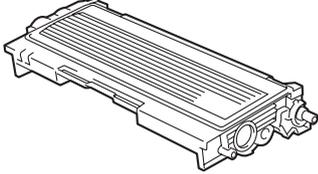
**DO NOT** cancel any of the screens during the installation. It may take a few seconds for all screens to appear.

- 2 Finish and restart.  
Click **Finish** to restart your computer. After restarting the computer, you must be logged on with Administrator rights.



## Replacement Consumables

When the time comes to replace consumables, an error message will be indicated on the LCD.

<b>Drum Unit</b>	<b>Toner</b>
<b>DRUM UNIT 1190</b>	<b>Toner Cartridge TYPE 1190</b>
	

## **Trademarks**

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