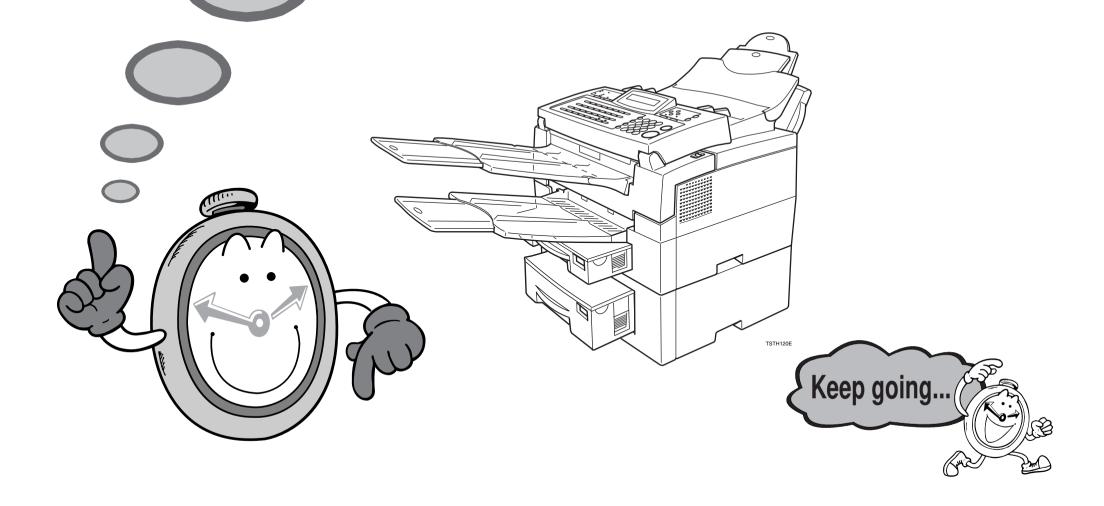


Before you can send or receive fax messages, please take about 30 minutes to set up your machine.

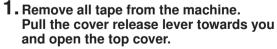
Set up your machine as in the following procedures.



2. Prepare the toner cassette.

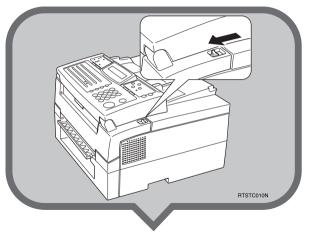
Important

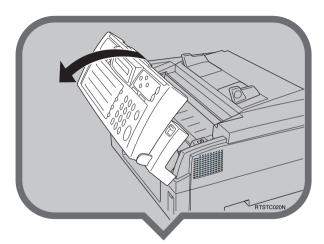
- ▼ Do not touch the green drum.
- 1. Remove the toner cassette from its bag.
- 2. Hold the cassette level horizontally and shake it gently from side to side a few times.

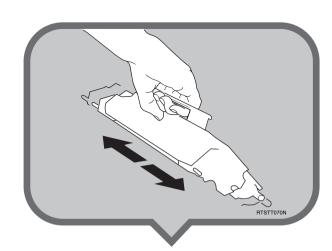


Note

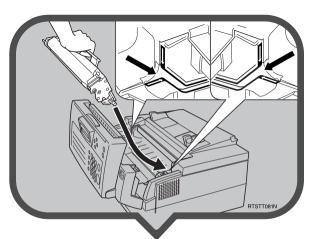
▼ If you do not pull the lever, only the upper unit will open.







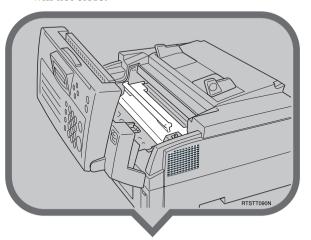
3. Hold the cassette as shown and rest it in the machine. Make sure it fits in the slots provided on either side.



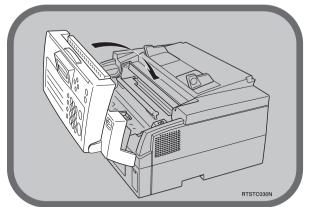
4. Press down on the cassette until it locks into place.

Note

▼If you do not push the cassette right in, the cover will not close



5. Close the top cover.



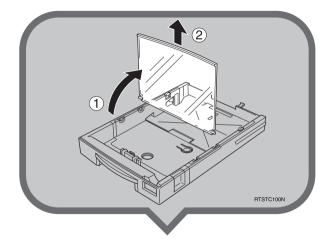


1

2

Installing the Main Paper Cassette

- 1. Unpack the cassette.
- 2. Peel off the 3 pieces of tape from the cassette cover. Remove the card that is holding the metal base plate down.
- 3. Raise the cassette cover.



4. If necessary, adjust the paper size.

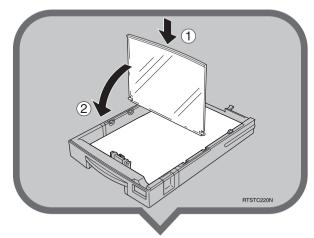
Note

▼ To change the paper size in the cassette, see "Changing the Paper Size in the Main Cassette" in the fax manual.

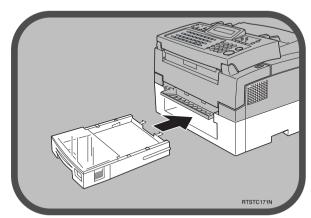
5. Set the paper then lower the cassette cover.

Note

▼ The frosted side of the cover must be face up when closed.

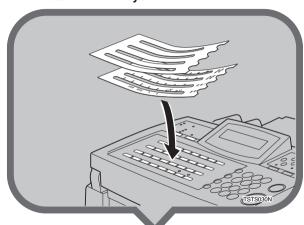


6. Install the cassette. Push it in firmly until it locks into place.

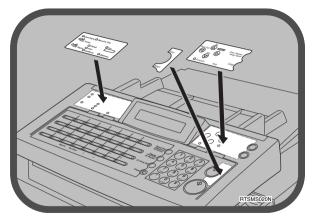


Attaching the Quick Dial Sheet And Operation Panel Sheet

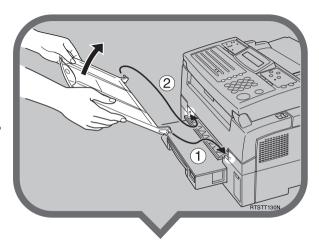
1. Fit the Quick Dial Sheet and Cover Sheet over the Quick Dial keys.



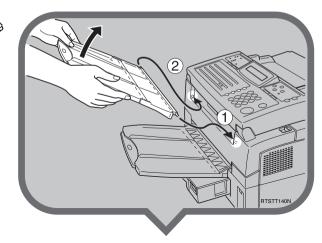
2. Fit the 3 Operation Panel Sheets as shown.



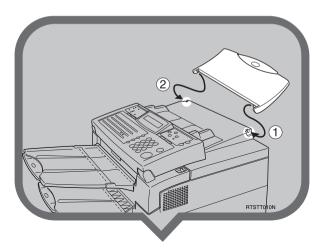
1. Attach the Print Delivery Tray. Insert it at an angle so that the tabs fit in the slots provided.



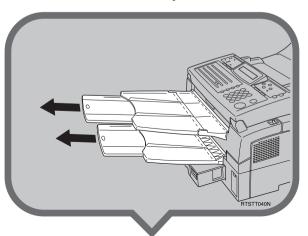
2. Attach the Document Delivery Tray.

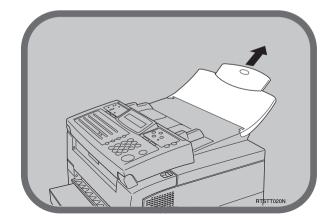


3. Attach the Document Table.



4. If necessary, pull out the extensions on the Document Table and trays.



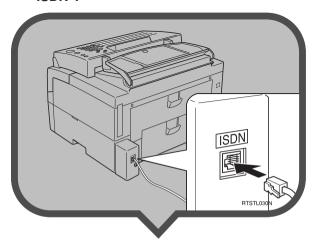




4

Connecting up to the Tel-ephone Line 5

1. Insert the line cable into the socket labeled "ISDN"



2. Connect the other end to your telephone line.

Connecting the Power and Switching on 6

- 1. Insert the power cable into the socket located at the rear of the machine.
- 2. Plug in the cable to the mains.

Warning

- ▼ Power requirements: 220-240V, 50/60Hz
- ▼ Insert the power plug securely into the wall socket.
- ▼ Make sure that the wall outlet is near the machine and readily accessible.
- ▼ Do not connect other equipment to the same socket.
- **3.** Turn the power switch on.



Before using the machine, please adjust the following settings:

- G3 Own Number
- G4 Own Number
- RTI (Remote Terminal Identification), TTI (Transmitter Terminal Identification), G4 TID (Terminal ID), and IG3 CSI.
- Date & Time

To enter letters, use the A-Z keys (Quick Dial 01-26). To enter a space, press Quick Dial 27. To enter symbols, press Quick Dial 28. To enter digits, use the ten key pad.

Note

- ▼ How to adjust the items for ISDN, see the section titled "ISDN" in the fax manual.
- 1. Press the [Function] key and [6], enter the access code [2][2][2][2], then enter [6][1].

INITIAL MODE Y/NEXT►
61 INITIAL SET

2. Press the [Yes] key.

Y/NEXT► SET G3 OWN NUMBER

3. Press the [Yes] key again.

G3 OWN NO. KPAD



The format of the number is normally as follows: International Dial Prefix, Your Country Code, Your Area Code, then **you must add a Pause**, followed by your telephone number. Check the International Dialing Prefix and the Country Code with your local telecommunications operator. The example shown is for the USA; the codes to add are 011 and 1.

G3 OWN NO. KPAD/Y/N 0111212-5551234 ■

5. Press the [Yes] key.

"PROGRAMMED" will flash on the display and you'll get the display.

Y/NEXT► SET G4 OWN NUMBER

6. Press the [Yes] key.

5



7. Enter your phone number for Group 4.

G4 OWN NO. KPAD/Y/N 0011212-5551234

8. Press the [Yes] key.

Y/NEXT► SET POLLING ID

9. Press the ▶ key until the following display is shown.

Y/NEXT► SET RTI

10. Press the [Yes] key.

RTI ABC

11.Enter your office, company, or personal name, or any other appropriate identification.

RTI ABC Y/N XYZ COMPANY

12.Press the [Yes] key.

"PROGRAMMED" will flash on the display.

Y/NEXT▶ SET TTI

13.Press the [Yes] key.

TTI CHANGE? Y/N XYZ COMPANY

14. Press the [No] key to keep the TTI as it is.



15.Press the [Yes] key.



16.Enter the country code, your machine's telephone number and terminal code.

G4_TID ABC Y/N 1-2125551234=ZY LTD.

17.Press the [Yes] key.

Y/NEXT▶ SET IG3_CSI

18.Press the [Yes] key.

IG3_CSI KPAD

19. Enter your phone number.

IG3_CSI KPAD/Y/N 2125556489 **20.Press the [Yes] key then the [Function] key.** "PROGRAMMED" will flash on the display.

READY 100% 10:00 SET DOC. OR DIAL NO.

Setting the Date & Time

1. Press the [Function] key and [6], enter the access code [2][2][2][2], then enter [9][1].

ADJUSTMENT Y/NEXT►
91 ADJUST CLOCK

2. Press the [Yes] key.

A date and time will appear.

SAT KPAD/Y 24 JUL 1999 01:35

3. Enter the date on the ten key pad, e.g. [3] [0].

FRI */#/Y 30 JUL 1999 01:35

4. Change the month using * or # (* to scroll forward, or # to scroll backward) on the ten key pad and press ▶ to move the cursor.

MON KPAD/Y 30 AUG 1999 01:35

5. Enter the year and time with the ten key pad, e.g. [9][9][1][0][2][5].

MON KPAD/Y 30 AUG 1999 10:25

6. Press the [Yes] key then the [Function] key. "PROGRAMMED" will flash on the display.

READY 100% 10:25 SET DOC. OR DIAL NO.

Changing the Paper Size Settings

When you change the paper size loaded in the main cassette, optional second cassette or optional Multi-purpose Feeder, you need to change the paper size settings.

1. Press the [Function] key and [3][7], and the [Yes] key.

Y/**∢▶** MAIN CASSETTE

2. Press the and ▶ keys to select the cassette.



Note

▼Only the cassette installed appear in the display.

3. Press the [Yes] key.

2ND CASSETTE Y/N/ ◀► A4 (210×297 MM)

4. Press the

and

keys to select the paper size in the cassette.

2ND PAPER SIZE Y/◀► LETTER (8.5×11 INCH)

5. Press the [Yes] key.

"PROGRAMMED" will flash on the display.



- **6.** To program another cassette, repeat 2 to 5.
- 7. Press the [Yes] key and the [Function] key. "PROGRAMMED" will flash on the display.

READY 100% 10:00 SET DOC. OR DIAL NO.

