## 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.

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.

## Caution:

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

## **Power Source**

100-240 V, 50/60 Hz, 1 A or more

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

## **Safety Information**

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

In this manual, the following important symbols are used:

#### **!** WARNING:

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

#### A CAUTION:

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

#### **↑** WARNING:

- The supplied power cord is for use with this equipment only. Do not use with other appliances. Doing so may result in fire, electric shock, or injury.
- Keep the machine away from flammable liquids, gases, and aerosols.
   A fire or an electric shock might occur.
- The wall outlet shall be installed near the machine and shall be easily accessible.
- Connect the machine only to the power source described in this manual. Connect the power cord directly into a wall outlet and do not use an extension cord. Do not damage, break or make any modifications to the power cord. Do not place heavy objects on it. Do not pull it hard nor bend it more than necessary. These actions could cause an electric shock or fire.
- Plug and unplug the power cable with dry hands, or an electric shock could occur.
- Use only the AC adapters (HEG42-240200-7L by Hitron) included with the machine.
- Using other AC adapters may damage the machine and void the warranty.

#### A 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.
- 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.
- When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).
- It is dangerous to handle the plug with wet hands. Doing this may result in receiving an electric shock.
- Before moving the machine, unplug the power cord from the wall outlet. If the cord is unplugged abruptly, it could become damaged. Damaged plugs or cords can cause an electrical or fire hazard.
- Unplug the power cord from the wall outlet before you move the machine.
   While moving the machine, you should take care that the power cord will not be damaged under the machine.
- Connect only an approved network interface board to this machine. A voltage overload can occur if you connect an incorrect network interface board, such as a telephone line interface, to the machine. Voltage overloads can cause fire, electric shock, and burns. Doing so may result in fire, electric shock, or injury.
- The machine weighs approximately 6.2 kg (13.6 lb.). When moving the machine, use both hands, and lift slowly in pairs. The machine will break or cause injury if dropped.
- 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.
- To reduce the risk of fire, use only No.26 AWG or larger telecommunication line cord.

### Note

When you use this machine for a long time in a confined space without good ventilation, you may detect an odd smell. To keep the workplace comfortable, we recommend that you keep it well ventilated.

## **Important Safety Instructions**

When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following:

- 1. Do not use this product near water, for example, near a bathtub, wash bowl, kitchen sink or laundry tub, in a wet basement or near a swimming pool.
- 2. Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric shock from lightning.
- 3. Do not use the telephone to report a gas leak in the vicinity of the leak.
- 4. Use only the power cord and batteries indicated in this manual. Do not dispose of batteries in a fire. They may explode. Check with local codes for possible special disposal instructions.

SAVE THESE INSTRUCTIONS.

Certaines mesures de sécurité doivent être prises pendant l'utilisation de matérial téléphonique afin de réduire les risques d'incendle, de choc électrique et de blessures. En voici quelquesunes:

- 1. Ne pas utiliser l'appareil près de l'eau, p.ex., près d'une balgnoire, d'un lavabo, d'un évier de cuisine, d'un bac à laver, dans un sous-sol humide ou près d'une piscine.
- 2. Éviter d'utiliser le téléphone (sauf s'il s'agit d'un apparell sans fil) pendant un orage électrique. Ceci peut présenter un risque de choc électrique causé par la foudre.
- 3. Ne pas utiliser l'appareil téléphonique pour signaler une fulte de gaz s'il est situé près de la fuite.
- 4. Utiliser seulement le cordon d'alimentation et le type de piles indiqués dans ce manual. Ne pas jeter les piles dans le feu: elles peuvent exploser. Se conformer aux ègrlements pertinents quant à l'élimination des piles.

CONSERVER CES INSTRUCTIONS.

## **Notice**

#### **USA**

#### FCC Requirements

- 1) This equipment complies with Part 68 of the FCC rules and requirements adopted by the ACTA. On the cover of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXXX. If requested, this number must be provided to the telephone company.
- 2) This equipment uses the RJ11C USOC jack.
- 3) A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See installation instructions for detail.
- 4) The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. The REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3).
- 5) If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice is not practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.
- 6) The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of the equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.
- 7) If trouble is experienced with this equipment, for repair or warranty information, please contact RICOH AMERICAS CORP. CUSTOMER SUPPORT DEPT. at 1-800-FASTFIX. If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.
- 8) In the event of operation problems (document jam, copy jam, communication error indication), refer to the solving problems section in this manual.
- Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.
- 10) If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

#### WHEN PROGRAMMING EMERGENCY NUMBERS AND/OR MAKING TEST CALLS TO EMERGENCY NUMBERS:

- Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
- Perform such activities in the off-peak hours, such as early morning hours or late evenings.

#### Canada

This product meets the applicable Industry Canada technical specifications. The Ringer Equivalence Number is an indication of the maximum number of devices allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the RENs of all the devices does not exceed five.

# Notice about the Telephone Consumer Protection Act (Valid in USA only)

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including FAX machines, to send any message unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machine or such business, other entity, or individual. (The telephone number provided may not be a 900 number or any other number for which charges exceed local or long-distance transmission charges.)

In order to program this information into your FAX machine, you should complete the following steps: Follow the FAX HEADER programming procedure in the Programming chapter of the operating instructions to enter the business identification and telephone number of the terminal or business. This information is transmitted with your document by the FAX HEADER feature. In addition to the information, be sure to program the date and time into your machine.

## Note to users in the United States of America

#### 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 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.

## **Declaration of Conformity**

Product Name: Image Scanner

Model Number: IS800C / Aficio IS800C

Responsible party: Ricoh Americas Corporation Address: 5 Dedrick Place, West Caldwell, NJ 07006

Telephone number: 973-882-2000

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- $\ensuremath{\textcircled{\text{--}}}$  This device may not cause harmful interference, and
- ② this device must accept any interference received,

including interference that may cause undesired operation.

LAMP(S) INSIDE THIS PRODUCT CONTAIN MERCURY AND MUST BE RECYCLED OR DISPOSED OF ACCORDING TO LOCAL, STATE OR FEDERAL LAWS.

#### For user in the state of California

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

# User Information on Electrical & Electronic Equipment

## Users in the EU, Switzerland and Norway

Our Products contain high quality components and are designed to facilitate recycling.

Our products or product packaging are marked with the symbol below.



The symbol indicates that the product must not be treated as municipal waste. It must be disposed of separately via the appropriate return and collection systems available. By following these instructions you ensure that this product is treated correctly and help to reduce potential impacts on the environment and human health, which could otherwise result from inappropriate handling. Recycling of products helps to conserve natural resources and protect the environment.

For more detailed information on collection and recycling systems for this product, please contact the shop where you purchased it, your local dealer or sales/service representatives.

## **All Other Users**

If you wish to discard this product, please contact your local authorities, the shop where you bought this product, your local dealer or sales/service representatives.

# Überseeangelegenheiten und Lärmemissionsinformationen

#### Overseas Affairs

NRG GROUP PLC 66 Chiltern Street London W1U 4AG U.K.

Lanier Europe B.V. Dréve de Willerieken, 20 B-1160 Brusseles, Belgium

Ricoh Europe PLC 66 Chiltern Street London W1U 4AG U.K.

#### ❖ Lärmemission

Maschinenlärminformations-Verordnung 3. GPSGV: Der höchste Schalldruckpegel beträgt 70 dB(A) oder weniger gemäss EN ISO 7779

## **Others**

## **Symbols**

In accordance with IEC 60417, this machine uses the following symbols for the main power switch:

- means POWER ON.
- O means POWER OFF.

# $\epsilon$

**Declaration of Conformity** 

#### Notice to Users in EEA Countries

This product complies with the essential requirements and provisions of Directive 1999/5/EC of the European Parliament and of the Council of 9 March 1999 on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

#### Notice to Users Accessing Analog PSTN in EEA Countries

This product is designed to be able to access analog PSTN in all EEA countries. Local PSTN compatibility is dependent on software switch settings. Please contact your service representative if relocating this product to another country. In the event of problems, please contact your service representative in the first instance.

The CE Declaration of Conformity is available on the Internet at URL: http://www.ricoh.co.jp/fax/ce\_doc/.

### **❖ NOTICE TO USERS (NEW ZEALAND)**

- The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.
- This equipment is not capable, under all operating conditions, of correct operation at the higher speeds for which it is designed. Telecom will accept no responsibility should difficulties arise in such circumstances.
- This equipment shall not be set up to make automatic calls to the Telecom "111" Emergency Service.

- If a charge for local calls is unacceptable, the "Dial" button should NOT be used for local calls. Only the 7-digits of the local number should be dialled from your telephone. DO NOT dial the area code digit or the "0" prefix.
- This equipment may not provide for the effective hand-over of a call to another device connected to the same line.
- This device may be subject to ringing or bell tinkle when calls are made from another device on the same line. If this occurs, the problem SHOULD NOT be referred to the Telecom Faults Service.
- This equipment should not be used under any circumstances, which may
  constitute a nuisance to other Telecom customers. For example, repeated
  attempts to make unsolicited sales offers to the same number or group of
  numbers, such as when a block of numbers terminate on the same PABX.
- The call log incorporated in this equipment does not record all answered calls. The call log, therefore may not agree with the Telecom account which may include calls not shown on the log.
- Not all telephones will respond to incoming ring when connected to the extension socket.

Manufacturer:

Ricoh Co., Ltd.

3-6 Nakamagome 1-chome, Ohta-ku, Tokyo, 143-8555 Japan

Authorized Representative:

Ricoh Europe PLC

66 Chiltern Street London W1U 4AG U.K.