## PAPER TRAY UNIT (Machine Code: G360)

# ENVELOPE FEEDER (Machine Code: G362)

### 1. REPLACEMENT AND ADJUSTMENT

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Turn off the main power switch and unplug the machine before attempting any of the procedures in this section.

**NOTE:** This manual uses these symbols.

### 1.1 PAPER FEED UNIT



G360R001.WMF

**NOTE:** Before removing the paper feed unit, turn the main unit over and remove all screws indicated with an arrow.

- Remove the paper tray unit from the main unit.
- Pull out the paper tray.
- [A]: Remove the paper feed unit ( $\hat{\beta}^2 \times 10$ )



G360R103.WMF

- Pull out the paper tray
- [A]: Paper feed roller (move the lever [B] to the left)

### **1.3 FRICTION PAD**



G360R102.WMF

• Pull out the paper tray

[B]: Friction pad

### 1.4 PAPER FEED CLUTCH



- [A]: Paper feed clutch (O x 1, 1 gear)[B]: Paper feed gear (O x 1)[C]: Motor bracket (P x 3,  $\fbox{P}$  x 2)[D]: Motor (1 gear,  $\fbox{P}$  x 1)



### 1.5 PAPER TRAY BOARD



G360R002.WMF

[A]: Paper tray board (2 hooks, 🖽 x 2)

### 1.6 PAPER SIZE SWITCH



[A]: Paper size switch (1 hook, ⊑<sup>IJ</sup> x 1)

## 2. DETAILED DESCRIPTIONS

### 2.1 OVERALL MACHINE INFORMATION

#### 2.1.1 MECHANICAL COMPONENT LAYOUT



- 1. Paper feed roller
- 2. Friction pad
- 3. Bottom plate



#### 2.1.2 ELECTRICAL COMPONENT LAYOUT



- 1. Paper tray board
- 2. Paper feed clutch
- 3. Paper size switch
- 4. Paper feed motor

- 5. Paper feed sensor
- 6. Paper end sensor
- 7. Remaining paper sensor 1
- 8. Remaining paper sensor 2

### 2.2 DETAILED DESRIPTIONS

#### 2.2.1 PAPER FEED AND SEPARATION



- The paper tray holds 500 sheets of paper
- The paper feed unit uses a feed roller and friction pad method
- [A]: Paper feed roller
- [B]: Friction pad
- [C]: Pressure spring
- [D]: Paper feed sensor

Peripherals

DETAILED DESRIPTIONS

#### 2.2.2 PAPER LIFT

Paper lift is the same as for the main unit.

#### 2.2.3 PAPER END DETECTION

• When the paper tray runs out of paper, the feeler [A] drops into the cutout in the bottom plate to actuate the remaining paper sensor.



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#### 2.2.4 REMAINING PAPER DETECTION



G360D002.WMF

- [A]: Remaining paper sensor 1 [B]: Remaining paper sensor 2

Amount of paper	Remaining Paper Sensor 1	Remaining Paper Sensor 2
0 sheets (0%)	On	On
50 sheets (10%)	On	On
250 sheets (50%)	On	Off
450 sheets (90%)	Off	Off
500 sheets (100%)	Off	On

OFF: Unblocked, ON: Blocked

#### 2.2.5 PAPER SIZE DETECTION



[A]: Paper size switch

[B]: Paper size dial

SW	1	2	3
A4 SEF	О	О	•
A5 SEF	0	●	О
B5 SEF	•	О	•
Custom Size	О	•	•
LG SEF	•	•	•
LT SEF	•	•	О
HLT SEF	•	О	О

O: ON (Not pushed)

•: OFF (Pushed)

- The machine disables paper feed from a tray if the paper size cannot be detected (if the paper size actuator is broken or no tray is installed)
- When the paper size dial is at the "\*" mark, the paper tray can be set up to accommodate one of a wider range of paper sizes by using a User Tool at the machine's operation panel (Paper Input menu – Tray Paper Size).

### 2.3 PROTECTION FUSE



Name	Rating	Manufacturer	Type No.
FU500	DC50V/1.5A	ROHM CO .,LTD	ICP-N38



### 3. ENVELOPE FEEDER

#### 3.1 OVERALL MACHINE INFORMATION

#### 3.1.1 MECHANICAL COMPONENT LAYOUT

- This optional unit is a tray that slides into the optional paper feed unit, replacing the paper tray.
- If two optional trays have been installed, the envelope feeder must go into the top tray.
- The layout is the same as the paper tray.
- The tray pushes down and locks the mechanism in place
- The paper size can be fixed using the end fence.
- The end fence prevents the envelopes from overflowing and spilling out of the envelope unit.