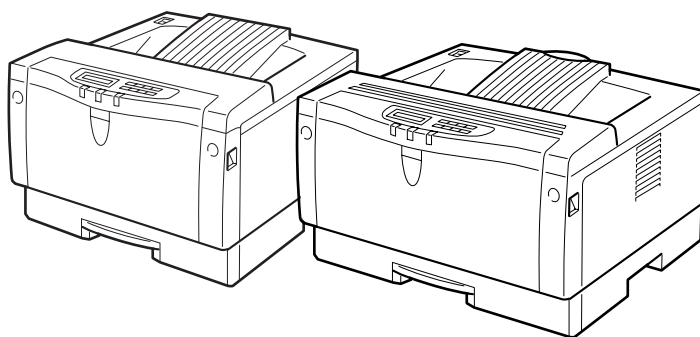


RICOH LASER AP1600/AP2100

OPERATING INSTRUCTIONS
Printer Reference



Read this manual carefully before you use this product and keep it handy for future reference.

For safety, please follow the instructions in this manual.

Introduction

This manual contains detailed instructions on the operation and maintenance of this machine. To get maximum versatility from this machine all operators should carefully read and follow the instructions in this manual. Please keep this manual in a handy place near the machine.

Please read the Safety Information before using this machine. It contains important information related to USER SAFETY and PREVENTING EQUIPMENT PROBLEMS.

Notes:

The model names of the printers do not appear in the following pages. Check the model name of the printer before reading this manual. (For more information, see the "Setup Guide".)

Descriptions in this manual	Model name
Type 1 Printer	RICOH LASER AP2100
Type 2 Printer	RICOH LASER AP1600

Descriptions without the note for identifying the type of the printer are common for both models. Certain types might not be available in some countries. For more information, please contact your local dealer.

The names of the applications do not appear in the following pages. Confirm which applications you will be using before reading this manual.

Descriptions in this manual	Application
PRINTER MANAGER FOR ADMINISTRATOR	Aficio Manager for Admin
PRINTER MANAGER FOR CLIENT	Aficio Manager for Client

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

Power Source

RICOH LASER AP2100: 220 - 240 V, 50/60 Hz, 4.0 A or more

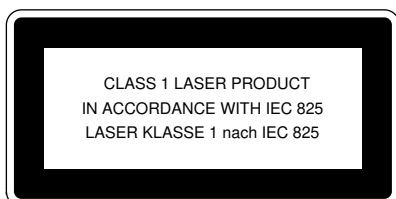
RICOH LASER AP1600: 220 - 240 V, 50/60 Hz, 3.0 A or more

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

Operator Safety:

This printer is considered a class 1 laser device, safe for office/ EDP use. The printer contains 5-milli-watt, 760 - 800 nanometer wavelength, GaAlAs laser diode. Direct (or indirect reflected) eye contact with the laser beam might cause serious eye damage. Safety precautions and interlock mechanisms have been designed to prevent any possible laser beam exposure to the operator.

The following label is attached on the back of the printer.



Laser Safety:

The optical housing unit can only be repaired in a factory or at a location with the requisite equipment. The laser subsystem is replaceable in the field by a qualified Customer Engineer. The laser chassis is not repairable in the field. Customer engineers are therefore directed to return all chassis and laser subsystems to the factory or service depot when replacement of the optical subsystem is required.

Important

Parts 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.

Caution:

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

Do not attempt any maintenance or troubleshooting other than that mentioned in this manual. This printer contains a laser beam generator and direct exposure to laser beams can cause permanent eye damage.

For good copy quality, Ricoh recommends that you use genuine Ricoh toner.

Ricoh shall not be responsible for any damage or expense that might result from the use of parts other than genuine Ricoh parts in your Ricoh office product.

Trademarks

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PostScript® is a registered trademark of Adobe Systems, Incorporated.

PCL® is a registered trademark of Hewlett-Packard Company.

AppleTalk, Apple, Macintosh, TrueType and LaserWriter are registered trademarks of Apple Computer, Incorporated.

IPS-PRINT™ Printer Language Emulation® Copyright 1999–2000, XIONICS DOCUMENT TECHNOLOGIES, INC., All Rights Reserved

Ethernet® is a registered trademark of Xerox Corporation.

Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights in those marks.

Notes:

Some illustrations might be slightly different from your machine.

Certain options might not be available in some countries. For details, please contact your local dealer.

Note

The proper names of the Windows operating systems are as follows:

- Microsoft® Windows® 95 operating system
- Microsoft® Windows® 98 operating system
- Microsoft® Windows® for Workgroups operating system Version 3.11
- Microsoft® Windows NT® Server operating system Version 4.0
- Microsoft® Windows NT® Workstation operating system Version 4.0

Safety Information

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

Safety During Operation

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.

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

⚠ WARNING:

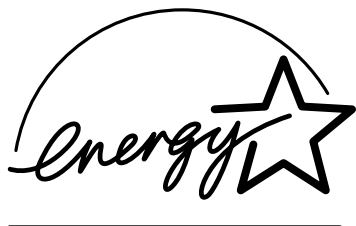
- ***Connect the power cord directly into a wall outlet and never use an extension cord.***
- ***Disconnect the power plug (by pulling the plug, not the cable) if the power cable or plug becomes frayed or otherwise damaged.***
- ***To avoid hazardous electric shock or laser radiation exposure, do not remove any covers or screws other than those specified in this manual.***
- ***Turn off the power and disconnect the power plug (by pulling the plug, not the cable) if any of the following conditions exists:***
 - ***You spill something into the equipment.***
 - ***You suspect that your equipment needs service or repair.***
 - ***Your equipment's cover has been damaged.***
- ***Do not incinerate spilled toner or used toner. Toner dust might ignite when exposed to an open flame.***
- ***Disposal can take place at our authorized dealer or at appropriate collection sites.***
- ***Dispose of the used toner cartridge in accordance with the local regulation.***

 CAUTION:

- *Protect the equipment from dampness or wet weather, such as rain, snow, and so on.*
- *Unplug the power cord from the wall outlet before you move the equipment. While moving the equipment, you should take care that the power cord will not be damaged under the equipment.*
- *When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).*
- *Do not allow paper clips, staples, or other small metallic objects to fall inside the equipment.*
- *Keep toner (used or unused) and toner cartridge out of the reach of children.*
- *For environmental reasons, do not dispose of the equipment or expended supply waste at household waste collection points. Disposal can take place at an authorized dealer or at appropriate collection sites.*
- *The inside of the machine could be very hot. Do not touch the parts with a label indicating the "hot surface". Otherwise it could cause a personal burn.*
- *Our products are engineered to meet high standards of quality and functionality, and we recommend that you only use the expendable supplies available at an authorized dealer.*

ENERGY STAR Program

ENERGY STAR®



As an ENERGY STAR Partner, we have determined that this machine model meets the ENERGY STAR Guidelines for energy efficiency.

The ENERGY STAR Guidelines intend to establish an international energy-saving system for developing and introducing energy-efficient office equipment to deal with environmental issues, such as global warming.

When a product meets the ENERGY STAR Guidelines for energy efficiency, the Partner shall place the ENERGY STAR logo onto the machine model.

This product was designed to reduce the environmental impact associated with office equipment by means of energy-saving features, such as Low-power mode.

❖ Low-power mode (Energy Saver mode)

This printer automatically lowers its power consumption 30 minutes after the last operation has been completed. To exit Low-power (Energy Saver) mode, press any key on the operation panel. To change the setting of the Energy Saver mode, see .

❖ Specifications

		Type 1 Printer *1	Type 2 Printer *1
Lower-power mode (Energy Saver mode)	Power Consumption	30 W or less	
	Default Time	30 minutes	

*1 See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.



Recycled Paper

In accordance with the ENERGY STAR Program, we recommend use of recycled paper which is environment friendly. Please contact your sales representative for recommended paper.

Manuals for this Printer

Manuals for this Printer

There are five manuals that separately describe the procedures for the installation of the printer and for the operation and maintenance of the printer and its optional equipment.

To enhance safe and efficient operation of the printer, all users should read and follow the instructions contained in the following manuals.

❖ **Quick Installation Guide**

Describes the procedures for installing the printer.

❖ **Setup Guide**

Describes the procedures and provides necessary information about setting up the printer and its options.

❖ **Printer Reference**

Describes the procedures and provides necessary information about using the printer and its options. The manual is included as a PDF file on the CD-ROM. (This Manual)

❖ **Network Interface Board Type 2000 Quick Configuration Guide**

Describes the procedures and provides necessary information about setting up and using the printer in the network environment. The manual is provided as a PDF file which is included on the CD-ROM.

❖ **Network Interface Board Type 2000 Owner's Manual**

Describes the procedures and provides necessary information about setting up and using the printer in the network environment. The manual is provided as a PDF file which is included on the CD-ROM named "Print Server Software and Documentation" which comes with optional Network Interface Board Type 2000.

How to Read this Manual

Symbols

In this manual, the following symbols are used:

WARNING:

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

CAUTION:

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

* The statements above are notes for your safety.

Important

If this instruction is not followed, paper might be misfed, originals might be damaged, or data might be lost. Be sure to read this.

Preparation

This symbol indicates the prior knowledge or preparations required before operating.

Note

This symbol indicates precautions for operation, or actions to take after misoperation.

Limitation

This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used.

Reference

This symbol indicates a reference.

[]

Keys that appear on the machine's panel display.

Keys and buttons that appear on the computer's display.

【 】

Keys built into the machine's operation panel.

Keys on the computer's keyboard.

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1. Uninstalling the Printer Driver and Software

Uninstalling the PCL 6/5e Printer Driver

This section describes how to uninstall the printer driver. The actual procedure may differ depending on the operating system.

Follow the appropriate procedures below.

Windows 95/98 - Uninstalling the PCL 6/5e Printer Driver

Follow these steps to uninstall the printer driver:

- 1** Close all the applications that are currently running.
- 2** Click [Start] on the taskbar, point to [Settings], and then click [Printers].
- 3** Click to select the icon of the printer you want to remove.
- 4** On the [File] menu, click [Delete].
A confirmation dialog box appears.
- 5** Click [Yes] to uninstall the printer driver.

Windows 3.1x - Uninstalling the PCL 6/5e Printer Driver

- 1** Close all applications that are currently running.
- 2** Insert the CD-ROM into the CD-ROM drive.
- 3** From [Program Manager], select [Run] from the [File] menu.
- 4** In the [Run] window, click [Browse].
- 5** Select the CD-ROM drive in the [Drives:] list.
- 6** Open [PCL5E] or [PCL6].
- 7** Open [Win31] .
- 8** Open the folder of the language you use.
- 9** Open [DISK1].
- 10** Double-click "UNSETUP.EXE".
- 11** Click [OK].

- 12** Click **[OK]**.
- 13** Follow the instructions on the screen.
- 14** If you are asked whether you want to restart Windows, select **[Restart Windows Now]**. If you are not asked, restart Windows after completing the uninstallation.

Windows NT 4.0 - Uninstalling the PCL 6/5e Printer Driver

Limitation

- ☐ Uninstalling a printer driver requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control Permission by default. When you install a printer driver, log on using an account that has Full Control permission.

- 1** Close all applications that are currently running.
- 2** Click **[Start]** on the taskbar, point to **[Settings]**, and click **[Printers]**.
The **[Printers]** window appears.
- 3** Click to select the icon of the printer you want to remove.
- 4** On the file menu, click **[Delete]**.
A confirmation dialog box appears.
- 5** Click **[Yes]** to uninstall the printer driver.

Uninstalling the PostScript Printer Driver

Windows 95/98 - Uninstalling the PostScript Printer Driver

This section describes instructions for uninstalling the PostScript printer driver. The actual procedure may differ depending on the operating system. Follow the appropriate one of the following procedures below.

- 1** Close all applications that are currently running.
- 2** Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.
- 3** Click to select the icon of the printer you want to remove.
- 4** On the **[File]** menu, click **[Delete]**.
A confirmation dialog box appears.
- 5** Click **[Yes]** to uninstall the printer driver.

Windows NT 4.0 - Uninstalling the PostScript Printer Driver

⚠ Limitation

- ☐ Uninstalling a printer driver requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control Permission by default. When you uninstall a printer driver, log on using an account that has Full Control permission.

- 1** Close all applications that are currently running.
- 2** Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.
- 3** Click to select the icon of the printer you want to remove.
- 4** On the **[File]** menu, click **[Delete]**.
A confirmation dialog box appears.
- 5** Click **[Yes]** to uninstall the printer driver.

2. Setting up the Printer Driver and Canceling a Print Job

PCL 6/5e - Accessing the Printer Properties

Windows 95/98 - Accessing the Printer Properties

There are two methods you can use to open the **[Printer Properties]** dialog box.

Making default printer settings

To make the default printer settings, first open the **[Printer Properties]** dialog box from the **[Printers]** window.

 Note

- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

2 Click to select the icon of the printer whose default settings you want to change.

3 On the **[File]** menu, click **[Properties]**.

4 Make settings and click **[OK]**.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95/98.

 Note

- ☐ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.
- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the **[File]** menu, click **[Print]**.

The **[Print]** dialog box appears.

- 2** Select the printer you want to use in the [Name] list box, and then click [Properties].

The [Printer Properties] dialog box appears.

- 3** Make settings, and click [OK].

- 4** Click [OK] to start printing.

2

Windows 3.1x - Accessing the Printer Setting Dialog Box

There are two methods you can use to open the Printer Setting dialog box.

Making default printer settings

To make the default printer settings, open the printer setting dialog box from [Control Panel].

 Note

- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.

- 1** From the [Main] group of [Program Manager], open [Control Panel] by double-clicking it.

- 2** Double-click the [Printers] icon.

- 3** In the [Installed Printers] list box, click the name of the printer you want to set up.

- 4** Click [Setup].

- 5** Make settings and click [OK].

- 6** Click [Close] to close the [Printers] dialog box.

Making printer settings from an application

To make the printer settings for a specific application, open the printer setting dialog box from that application. The following example describes how to make settings for the Write application that comes with Windows 3.1x.

 Note

- ☐ The actual procedure you should follow to open the [Printer Properties] dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.
- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the [File] menu, click [Print Setup].

The [Print Setup] dialog box appears.

2 In the [Printers] group, select the printer you want to use. **Note**

- ☐ If the printer you want to use is not selected as the default printer, click [Specific Printer] and then find the printer you want to use in the list box.

3 Click [Options].

The printer driver's properties appear.

4 Make settings, and click [OK].**5** Click [OK] to close the [Print Setup] dialog box.**6** Start printing.

Windows NT 4.0 - Accessing the Printer Properties

Making default printer settings - Printer Properties

 Limitation

- ☐ Changing the setting of the printer requires Full Control access permission. Members of Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1 Click [Start] on the taskbar, point to [Settings], and then click [Printers].

The [Printers] window appears.

2 Click to select the icon of the printer you want to use.**3** On the [File] menu, click [Properties].

The [Printer Properties] dialog box appears.

4 Make settings and click [OK]. **Note**

- ☐ Settings you make here are used as the default settings for all applications.

Making default printer settings – Default Document Properties

Limitation

- ☐ Changing the setting of the printer requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

2 Click to select the icon of the printer you want to use.

3 On the **[File]** menu, click **[Document Defaults]**.

The Default Document Properties appear.

4 Make settings and click **[OK]**.

Note

- ☐ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows NT 4.0.

Note

- ☐ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.
- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the **[File]** menu, click **[Print]**.

The **[Print]** dialog box appears.

2 Select the printer you want to use in the **[Name]** list box, and then click **[Properties]**.

The **[Printer Properties]** dialog box appears.

3 Make settings and click **[OK]**.

4 Click **[OK]** to start printing.

PostScript - Setting up for Printing

Windows 95/98 - Accessing the Printer Properties

There are two methods you can use to open the **[Printer Properties]** dialog box.

Making default printer settings

To make the printer default settings, first open the **[Printer Properties]** dialog box from the **[Printers]** window.

 Note

- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

2 Click to select the icon of the printer whose default settings you want to change.

3 On the **[File]** menu, click **[Properties]**.

The **[Printer Properties]** dialog box appears.

4 Make settings and click **[OK]**.

5 Click **[OK]**.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95/98.

 Note

- ☐ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.
- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the **[File]** menu, click **[Print]**.

The **[Print]** dialog box appears.

- 2** Select the printer you want to use in the [Name] list box, and then click [Properties].

The [Printer Properties] dialog box appears.

- 3** Make settings, and click [OK].

- 4** Click [OK] to start printing.

2

Windows NT 4.0 - Accessing the Printer Properties

Making default printer settings - Printer Properties

Limitation

- ☐ Changing the setting of the printer requires Full Control access permission. Members of Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

- 1** Click [Start] on the taskbar, point to [Settings], and then click [Printers].

The [Printers] window appears .

- 2** Click to select the icon of the printer you want to use.

- 3** On the [File] menu, click [Properties].

The [Printer Properties] dialog box appears.

- 4** Make settings and click [OK].

Note

- ☐ Setting you make here are used as the default settings for all applications.

Making default printer settings - Default Document Properties

Limitation

- ☐ Changing the setting of the printer requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

- 1** Click [Start] on the taskbar, point to [Settings], and then click [Printers].

The [Printers] window appears.

- 2** Click to select the icon of the printer you want to use.

- 3** On the [File] menu, click [Document Defaults].

The Default Document Properties appear.

4 Make settings and click [OK]. **Note**

- ☐ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows NT 4.0.

 Note

- ☐ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.
- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the **[File]** menu, click **[Print]**.

The **[Print]** dialog box appears.

2 Select the printer you want to use in the **[Name]** list box, and then click **[Properties]**.

The **[Printer Properties]** dialog box appears.

3 Make settings, and click **[OK]**.**4** Click **[OK]** to start printing.

Macintosh - Setting up for Printing

Making paper settings from an application

1 Open the file you want to print.**2** On the **[File]** menu, click **[Page Setup]**.

The **[LaserWriter 8 Page Setup]** dialog box appears.

3 Confirm that the printer you want to use is shown in **[Format for:]**. Then, use **[Paper]** to select the paper size you want to use.

 Note

- ☐ If the printer is now shown in the **[Format for:]** box, use the pop-up menu to display a list of available printers.

 Reference

The actual appearance of the **[Page Setup]** dialog box depends on the application you are using. See the documentation that comes with the Macintosh for more information.

- 4** After configuring the settings, click **[OK]**.

Setting up for printing from an application

- 1** Open the file you want to print.
- 2** On the **[File]** menu, click **[Print]**.
The **[Printer]** dialog box appears.
- 3** Confirm that the printer is selected in the **[Printer]** box, and make the printer settings.
- 4** After configuring the settings, click **[Print]**.

Canceling a Print Job

Windows 95/98 - Canceling a Print Job

1 Double-click the printer icon on the Windows taskbar.

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

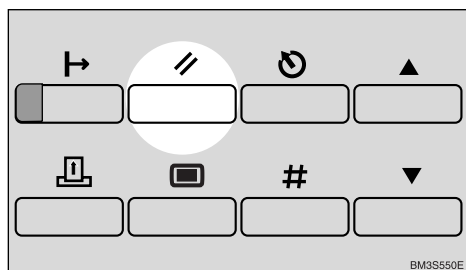
2 Select the name of the job you want to cancel.

3 In the [Document] menu, click [Cancel Printing].

Note

- ☐ You can also open the print job queue window by double-clicking the printer icon in the [Printer] window.

4 Press [Job Reset] on the printer's operation panel.



The message appears on the operation panel display indicating that the print job is being cancelled.

Important

- ☐ The procedure above cancels the print job that is currently being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press [Job Reset].
- ☐ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

- ☐ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press [Job Reset].
- ☐ A print job that contains a large volume of data may take considerable time to stop.

Windows 3.1x - Canceling a Print Job

- 1** In the **[Main]** group, double-click the **[Print Manager]** icon.

A window appears, showing all the print jobs that are currently queuing to be printed.

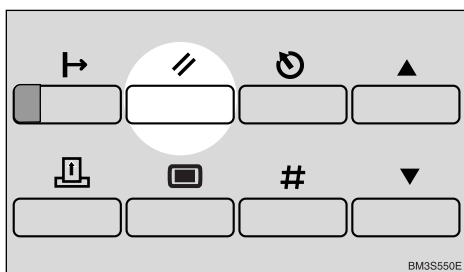
2

- 2** Select the name of the job you want to cancel.

- 3** In the **[Document]** menu, click **[Delete Document]**.

- 4** Click **[Close]** to close the dialog box.

- 5** Press **[Job Reset]** on the printer's operation panel.



The message appears on the operation panel display indicating that the print job is being cancelled.

Important

- ☐ The procedure above cancels the print job that is currently being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press **[Job Reset]**.
- ☐ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

- ☐ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press **[Job Reset]**.
- ☐ A print job that contains a large volume of data may take considerable time to stop.

Windows NT 4.0 - Canceling a Print Job

1 Double-click the printer icon on the Windows taskbar.

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

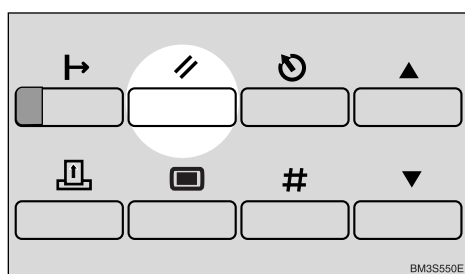
2 Select the name of the job you want to cancel.

3 In the [Document] menu, click [Cancel Printing].

Note

- ☐ You can also open the print job queue window by double-clicking the printer icon in the [Printer] window.

4 Press [Job Reset] on the printer's operation panel.



The message appears on the operation panel display indicating that the print job is being cancelled.

Important

- ☐ The procedure above cancels the print job that is currently being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press [Job Reset].
- ☐ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

- ☐ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press [Job Reset].
- ☐ A print job that contains a large volume of data may take considerable time to stop.

3. Paper and Other Media

Paper and Other Media Supported by this Printer

Paper Types and Sizes

This section describes the type, size, feed direction, and maximum amount of paper that can be loaded into each paper tray in this printer.

Important

- ❑ If you use damp or curled paper, a misfeed might occur. In this case, try turning over the paper stack in the paper tray. If there is no improvement, change to paper with less curl.

Note

- ❑ The meaning of the symbols used to represent paper are described in the table below.

In this manual	On the panel display	Meaning
		short-edge feed direction
		long-edge feed direction

- ❑ It is recommended that you load paper having the size and direction you frequently use in the tray selected with “Tray Priority”. For more information about Tray Priority, see P.86 “Job Control Parameters”.
- ❑ When loading paper having the same size in more than one tray, it is recommended that you load paper in the same direction.

Reference

For more information about loading each type of paper, see P.29 “Type 1 Printer: Loading Paper and Other Media”, and P.39 “Type 2 Printer: Loading Paper and Other Media”.

Type 1 Printer

Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

Important

- ☐ Be sure to set the paper size dial to match the actual paper size loaded in the tray. When the actual paper size is not shown on the dial, set the dial to “✱” and select the paper size using the operation panel.
- ☐ For Tray 1, 2 and 3, the dial setting overrides the setting made with the operation panel.
- ☐ The envelope feeder requires the installation of the optional paper unit. When one optional paper unit is installed, the envelope feeder can be exchanged with Tray 2. When two optional paper units are installed, it can be exchanged with Tray 2, not with Tray 3.

Note

- ☐ The supported paper size varies depending on the memory size of the printer.
⇒ P.114 “Memory Capacity and Paper Size”
- ☐ For more information about the meanings of the abbreviations, see the notes at the bottom of each table.

❖ Type 1 Printer: Paper Sizes (Metric version)

	Feed direction	Size (mm)	Bypass Tray	Standard Tray (Tray1)	Paper Feed Unit (A4) Type 2000 (Tray2/3)	Paper Feed Unit (A3) Type 2000 (Tray2/3)	Envelope Feeder Type 2000
A3		297 × 420	○	☆	X	☆	X
B4 JIS		257 × 364	○	★	X	★	X
A4		210 × 297	○	☆	☆	☆	X
		297 × 210	○	☆	☆	☆	X
B5 JIS		182 × 257	○	X	X	X	X
		257 × 182	○	★	★	★	X
A5		148 × 210	○	X	X	X	X
		210 × 148	○	☆	☆	☆	X
B6 JIS		128 × 182	○	X	X	X	X
Double Letter (DLT, 11" × 17")		279 × 432	○	★	X	★	X
Legal (LG, 8 ¹ / ₂ " × 14")		216 × 356	○	★	X	★	X
Letter (LT, 8 ¹ / ₂ " × 11")		216 × 279	○	★	★	★	X
		279 × 216	○	☆	☆	☆	X
Half Letter (HLT, 5 ¹ / ₂ " × 8 ¹ / ₂ "		140 × 216	○	X	X	X	X
Executive (Exec., 7 ¹ / ₄ " × 10 ¹ / ₂ "		184 × 276	○	X	X	X	X
		276 × 184	○	★	★	★	X
Folio (8 ¹ / ₄ " × 13")		210 × 330	○	★	★	★	X
Foolscap (F4, 8 ¹ / ₂ " × 13")		216 × 330	○	☆	☆	☆	X
F/GL (8" × 13")		203 × 330	○	★	★	★	X
Com#10 Env (4 ¹ / ₈ " × 9 ¹ / ₂ "		104.8 × 241.3	○	X	X	X	○
C6 Env (4.49" × 6.38")		114 × 162	○	X	X	X	○
DL Env (4.33" × 8.66")		110 × 220	○	X	X	X	○
Monarch Env (3 ⁷ / ₈ " × 7 ¹ / ₂ "		98.4 × 190.5	○	X	X	X	○
Custom Size (PCL 6/PS only)	—	—	○*	X	X	X	X

- means that the size is supported and that the paper size should be set using the operation panel. (There is no dial on the tray.)
- ☆ means that the size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray.
- ★ means that the size is supported but not indicated on the tray dial. You should set the tray dial to "✱", and select the paper size using the operation panel.
- * means that the supported size is approximately 98.4 - 297 mm in width, and approximately 148 - 431.8 mm in length. The supported size may differ depending on the printer language you use. Use the printer driver to set the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Type 1 Printer: Paper Sizes (Inch version)

	Feed direction	Size (inch)	Bypass Tray	Standard Tray (Tray1)	Paper Feed Unit (LT) Type 2000 (Tray2/3)	Paper Feed Unit (DLT) Type 2000 (Tray2/3)	Envelope Feeder Type 2000
Double Letter (DLT)	↵	11" × 17"	○	☆	X	☆	X
Legal (LG)	↵	8 ¹ / ₂ " × 14"	○	☆	X	☆	X
Letter (LT)	↵	8 ¹ / ₂ " × 11"	○	☆	☆	☆	X
	↵	11" × 8 ¹ / ₂ "	○	☆	☆	☆	X
Half Letter (HLT)	↵	5 ¹ / ₂ " × 8 ¹ / ₂ "	○	X	X	X	X
Executive (Exec.)	↵	7 ¹ / ₄ " × 10 ¹ / ₂ "	○	X	X	X	X
	↵	10 ¹ / ₂ " × 7 ¹ / ₄ "	○	★	★	★	X
A3	↵	11.26" × 16.54"	○	★	X	★	X
B4 JIS	↵	10.12" × 14.33"	○	★	X	★	X
A4	↵	8.26" × 5.83"	○	★	★	★	X
	↵	5.83" × 8.26"	○	☆	☆	☆	X
B5 JIS	↵	7.17" × 10.12"	○	X	X	X	X
	↵	10.12" × 7.17"	○	★	★	★	X
A5	↵	5.83" × 8.26"	○	X	X	X	X
	↵	8.26" × 5.83"	○	★	★	★	X
B6 JIS	↵	5.04" × 7.17"	○	X	X	X	X
Folio	↵	8 ¹ / ₄ " × 13"	○	★	★	★	X
Foolscap F4	↵	8 ¹ / ₂ " × 13"	○	☆	☆	☆	X
F/GL	↵	8" × 13"	○	★	★	★	X
Com#10 Env	↵	4 ¹ / ₈ " × 9 ¹ / ₂ "	○	X	X	X	○
C6 Env	↵	4.49" × 6.38"	○	X	X	X	○
DL Env	↵	4.33" × 8.66"	○	X	X	X	○
Monarch Env	↵	3 ⁷ / ₈ " × 7 ¹ / ₂ "	○	X	X	X	○
Custom Size (PCL 6/PS only)	—	—	○*	X	X	X	X

- means that the size is supported and that the paper size should be set using the operation panel. (There is no dial on the tray.)
- ☆ means that the size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray.
- ★ means that the size is supported but not indicated on the tray dial. You should set the tray dial to "✱", and select the paper size using the operation panel.
- * means that the supported size is approximately 3.88" - 11.69" in width, and approximately 5.83" - 17.00" in length. The supported size may differ depending on the printer language you use. Use the printer driver to set the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Paper weight and number of sheets to be set

	Supported paper weight	Maximum number of sheets (plain paper) ^{*1}
Standard Tray	60 - 90 g/m ² (16 - 24 lb)	250 (80 g/m ² , 20 lb)
Paper Feed Unit (DLT) Type 2000 (option) Paper Feed Unit (A3) Type 2000 (option)	60 - 90 g/m ² (16 - 24 lb)	500 (80 g/m ² , 20 lb)
Paper Feed Unit (LT) Type 2000 (option) Paper Feed Unit (A4) Type 2000 (option)	60 - 90 g/m ² (16 - 24 lb)	500 (80 g/m ² , 20 lb)
Bypass Tray	60 - 162 g/m ² (16 - 42 lb)	100 (80 g/m ² , 20 lb) For other kind of papers, see P.25 "Types of Paper and Other Media".
Envelope Feeder Type 2000 ^{*2}	⇒ P.25 "Types of Paper and Other Media"	

^{*1} Confirm that the top of the stack is not higher than the limit mark indicated on the side fence of the tray.

^{*2} The envelope feeder requires the installation of the optional paper feed unit.

Type 2 Printer

Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

Important

- ❑ Be sure to set the paper size dial to match the actual paper size loaded in the tray.
- ❑ For Tray 1 and 2, the dial setting overrides the setting made with the operation panel.
- ❑ The envelope feeder requires the installation of the optional paper unit.
- ❑ The envelope feeder can be exchanged only with Tray 2.

Note

- ❑ The supported paper size varies depending on the memory size of the printer.
⇒ P.114 "Memory Capacity and Paper Size"
- ❑ For more information about the meanings of the abbreviations, see the notes at the bottom of each table.

❖ Type 2 Printer: Paper Sizes (Metric version)

	Feed direction	Size (mm)	Bypass Tray	Standard Tray (Tray1)	Paper Feed Unit Type 1400 (Tray2)	Envelope Feeder Type 1400
A4	↵	210 × 297	○	○	☆	X
B5 JIS	↵	182 × 257	○	X	X	X
A5	↵	148 × 210	○	X	X	X
	↵	210 × 148	○	X	☆	X
B6 JIS	↵	128 × 182	○	X	X	X
Legal (LG, 8 ¹ / ₂ " × 14")	↵	216 × 356	○	X	X	X
Letter (LT, 8 ¹ / ₂ " × 11")	↵	216 × 279	○	○ ^{*1}	☆	X
Half Letter (HLT, 5 ¹ / ₂ " × 8 ¹ / ₂ "	↵	140 × 216	○	X	X	X
Executive (Exec., 7 ¹ / ₄ " × 10 ¹ / ₂ "	↵	184 × 276	○	X	☆	X
Folio (8 ¹ / ₄ " × 13")	↵	210 × 330	○	X	X	X
Foolscap (F4, 8 ¹ / ₂ " × 13")	↵	216 × 330	○	X	X	X
F/GL (8" × 13")	↵	203 × 330	○	X	X	X
Com#10 Env (4 ¹ / ₈ " × 9 ¹ / ₂ "	↵	104.8 × 241.3	○	X	X	○
C6 Env (4.49" × 6.38")	↵	114 × 162	○	X	X	○
DL Env (4.33" × 8.66")	↵	110 × 220	○	X	X	○
Monarch Env (3 ⁷ / ₈ " × 7 ¹ / ₂ "	↵	98.4 × 190.5	○	X	X	○
Custom Size (PCL 6/PS only)	—	—	Δ	X	X	X

- means that the size is supported and that the paper size should be set using the operation panel. (There is no dial on the tray.)

^{*1} Changing the paper guide setting of Standard Tray (Tray1) is required. ⇒ P.39
"Type 2 Printer: Loading Paper in the Standard Paper Tray"

- ☆ means that the size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray. The dial setting overrides the setting made with the operation panel.
- Δ means that the supported size is approximately 98.4 - 216 mm in width, and approximately 148 - 355.6 mm in length. The supported size may differ depending on the printer language you use. Use the printer driver to set the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Type 2 Printer: Paper Sizes (Inch version)

	Feed direction	Size (inch)	Bypass Tray	Standard Tray (Tray1)	Paper Feed Unit Type 1400 (Tray2)	Envelope Feeder Type 1400
Legal (LG)	☐	8 ¹ / ₂ " × 14"	○	X	X	X
Letter (LT)	☐	8 ¹ / ₂ " × 11"	○	○	☆	X
Half Letter (HLT)	☐	5 ¹ / ₂ " × 8 ¹ / ₂ "	○	X	X	X
Executive (Exec.)	☐	7 ¹ / ₄ " × 10 ¹ / ₂ "	○	X	☆	X
A4	☐	8.26" × 5.83"	○	○ ^{*1}	☆	X
B5 JIS	☐	7.17" × 10.12"	○	X	X	X
A5	☐	5.83" × 8.26"	○	X	X	X
	☐	8.26" × 5.83"	○	X	☆	X
B6 JIS	☐	5.04" × 7.17"	○	X	X	X
Folio	☐	8 ¹ / ₄ " × 13"	○	X	X	X
Foolscap F4	☐	8 ¹ / ₂ " × 13"	○	X	X	X
F/GL	☐	8" × 13"	○	X	X	X
Com#10 Env	☐	4 ¹ / ₈ " × 9 ¹ / ₂ "	○	X	X	○
C6 Env	☐	4.49" 6.38"	○	X	X	○
DL Env	☐	4.33" × 8.66"	○	X	X	○
Monarch Env	☐	3 ⁷ / ₈ " × 7 ¹ / ₂ "	○	X	X	○
Custom Size (PCL 6/PS only)	—	—	Δ	X	X	X

- means that the size is supported and that the paper size should be set using the operation panel. (There is no dial on the tray.)

^{*1} Changing the paper guide setting of Standard Tray (Tray1) is required. ⇒ P.39 "Type 2 Printer: Loading Paper in the Standard Paper Tray"

- ☆ means that size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray. The dial setting overrides the setting made with the operation panel.
- Δ means that the supported size is approximately 98.4 - 216 mm in width, and approximately 148 - 355.6 mm in length. The supported size may differ depending on the printer language you use. Use the printer driver to set the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Paper weight and number of sheets to be set

	Supported paper weight	Maximum number of sheets (plain paper) ^{*1}
Standard Tray	60 - 90 g/m ² (16 - 24 lb)	250 (80 g/m ² , 20 lb)
Paper Feed Unit Type 1400 (option)	60 - 90 g/m ² (16 - 24 lb)	500 (80 g/m ² , 20 lb)
Bypass Tray	60 - 162 g/m ² (16 - 42 lb)	100 (80 g/m ² , 20 lb) For other kind of papers, ⇒ P.25 "Types of Paper and Other Media".
Envelope Feeder Type 1400 ^{*2}	⇒ P.25 "Types of Paper and Other Media"	

^{*1} Confirm that the top of the stack is not higher than the limit mark indicated on the side fence of the tray.

^{*2} The envelope feeder requires the installation of the optional paper feed unit.

Paper Recommendations

Note the following suggestions when handling or selecting paper used with this printer.

Loading Paper

- Use only the recommended paper types. Print quality cannot be guaranteed if other paper types are used.
- Do not use paper that is already printed on.
- If you load paper into the paper tray, be sure not to stack over the limit mark.
- If you load paper onto the bypass tray, confirm that paper fits under the side guide.
- If you load paper into the paper tray, confirm that the print side is facing *up*.
- If you load paper onto the bypass tray, confirm that the print side is facing *down*.

Storing Paper

Paper should always be stored properly. Improperly stored paper might result in poor print quality, paper misfeeds or printer damage.

Recommendations are as follows:

- Avoid storing paper in humid areas.
- Avoid exposing paper to direct sunlight.
- Store on a flat surface.
- Keep open reams of paper in the package in which the paper came.

Types of Paper and Other Media

❖ Plain paper

- If you print on paper heavier than 90 g/m² (24 lb), use the bypass tray. The bypass tray can hold paper up to 162 g/m² (42 lb) in weight.
- If you load paper heavier than 155 g/m² (41 lb) onto the bypass tray, set the printer to Thick Paper mode using the operation panel.
- If paper is curled or bent, correct it before loading.

❖ OHP Transparencies

- Load only one OHP transparency at a time onto the bypass tray.
- When loading an OHP transparency onto the bypass tray, set the printer to Thick Paper mode using the operation panel.
- Be careful not to touch the print side of the OHP transparencies, otherwise the print side gets dirty or damaged, and results in poor print quality.
- When printing on an OHP transparency that has a print side, load it facing down onto the bypass tray.

❖ Translucent paper

- Load only a piece of translucent paper at a time onto the bypass tray.
- When printing on translucent paper that has a print side, load it facing down onto the bypass tray.

❖ Adhesive labels

- Load only one adhesive label at a time onto the bypass tray.
- Use adhesive labels in which the whole side can be printed on.
- Do not use adhesive labels having exposed glue.
- If the print side is coated, print quality might be reduced, as the toner might not fuse well.

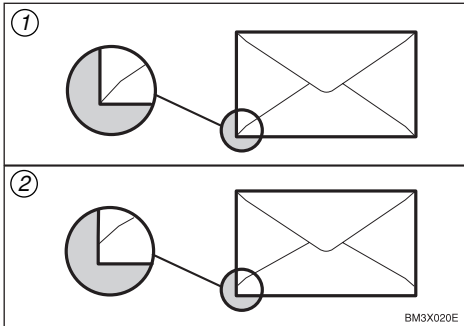
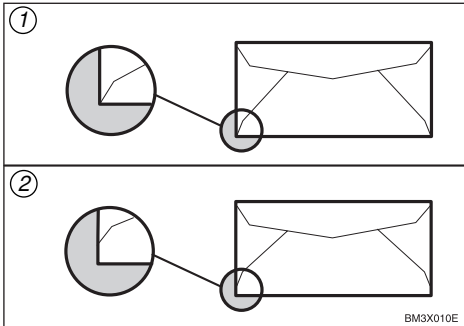
❖ Envelopes

- When printing on envelopes, use the bypass tray or the optional envelope feeder.
- Even when the optional envelope feeder is not installed, you can select the sizes for the envelopes for Tray 2 using the operation panel. However, you cannot load the envelopes until the optional envelope feeder is installed. To use the envelope feeder, the installation of the optional paper unit is required. See *"Type 1 Printer: Installing Envelope Feeder Type 2000"* and *"Type 2 Printer: Installing Envelope Feeder Type 1400"* in the "Setup Guide".

- Specifications of envelopes are as follows:

	Metric version	Inch version
Weight	72 – 90 g/m ²	19 – 24 lb
Recommended weight and size	72 g/m ² , 114 × 162 mm (C6 Env)	24 lb, 3 ⁷ / ₈ " × 7 ¹ / ₂ " (Monarch)

- For the Type 1 printer, you can load up to 10 envelopes (72 – 90 g/m², 19 – 24 lb) onto the bypass tray at a time, without forcibly pressing them. Confirm that the envelopes are not damp, and that the top of the stack is not higher than the limit mark on the side guide. ⇒ P.34 *"Type 1 printer: loading envelopes onto the bypass tray"*
- For the Type 2 printer, you can load up to 5 envelopes (72 – 90 g/m², 19 – 24 lb) onto the bypass tray at a time, without forcibly pressing them. Confirm that the envelopes are not damp, and that the top of the stack is not higher than the limit mark on the side guide. ⇒ P.45 *"Type 2 printer: loading envelopes onto the bypass tray"*
- You can load up to 60 envelopes (72 – 90 g/m², 19 – 24 lb) into the optional envelope feeder at a time, without forcibly pressing them. Confirm that the envelopes are not damp, and that the top of the stack is not higher than the limit mark on the side guide. ⇒ P.36 *"Type 1 printer: loading envelopes into the envelope feeder"* and P.47 *"Type 2 printer: loading envelopes into the envelope feeder"*
- Confirm that the print side is facing down when loading onto the bypass tray, and facing up when loading into the optional envelope feeder.
- Load the envelopes with the flaps aligned to the right side fence. The flaps should be securely folded down.
- Confirm that there is no air in the envelopes before loading.
- To get better print quality, it is recommended that you set the right, left, top, and bottom print margin, to at least 15 mm (0.6") each.
- Do not print on both sides of envelopes.
- Load only one size and type of envelopes at a time.
- Before loading envelopes, flatten the leading edges (the side being fed into the printer) of them by running a pencil or ruler across them.
- Before loading envelopes, confirm that they are rectangular in shape. See the following illustrations.

Metric version	Inch version
 ① Good construction for envelopes ② Poor construction for envelopes BM3X020E	 ① Good construction for envelopes ② Poor construction for envelopes BM3X010E

- Do not use the non-supported envelopes listed on P.27 “Paper not supported by this printer”.

Paper not supported by this printer

Avoid using the following types of paper that are not supported by this printer:

- Paper whose weight is heavier or lighter than the limitation. ⇒ P.17 “Paper Types and Sizes”
- Bent, folded or creased paper
- Curled or twisted paper
- Torn paper
- Wrinkled paper
- Damp paper
- Paper stuck together
- Paper that is dry enough to emit static electricity
- Paper that has already been printed on, with the exception of preprinted letterhead

Note

- ☐ Ink on paper from an earlier print job, another copier, an inkjet printer or other device could damage the fusing unit of this printer due to a difference in fusing temperatures.

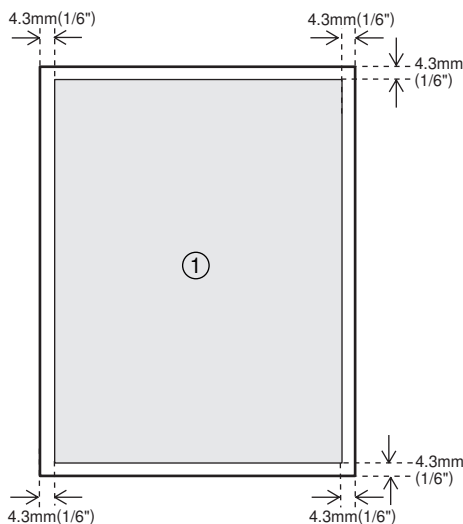
- Coated paper (except the recommended one)
- Special paper like thermal paper, aluminum foil, carbon paper and conductive paper
- Heavily textured paper
- Glued paper
- Label paper on which glue or base paper is exposed

- Paper with clips or stapled
- Paper with tape or ribbons attached
- Envelopes in the following conditions:
 - damp
 - excessively curled or twisted
 - stuck together
 - damaged in any way
 - with stamps attached
 - with windows, holes, perforations, cutouts or embossing
 - with metal clasps, string ties or metal folding bars
 - designed to be interlocked
 - with nicked edges or bent corners
 - with rough, cockle or laid finishes
 - with any exposed adhesive, when the flap is in the sealed or closed position

3

Printable Area

The following shows the printable area for this printer. Be sure to set the print margins correctly.



① : printable area

Note

- ☐ The printable area may vary depending on the paper size, printer language and printer driver settings.

Type 1 Printer: Loading Paper and Other Media

Type 1 Printer: Loading Paper in the Standard Paper Tray

Note

- See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

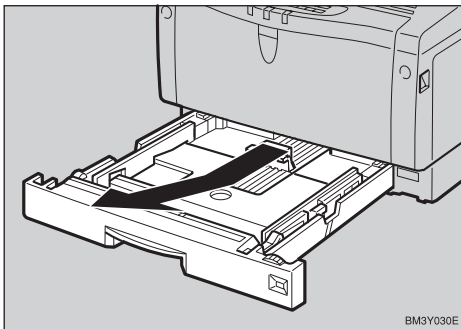
Important

- Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray, otherwise the printer might be damaged, or printing problems might occur.

Reference

For more information about the type and size of paper that can be loaded in the tray, see P.17 "Paper Types and Sizes".

- 1 Slide the paper tray out until it stops. After that, lift it slightly, then slide it out of the printer.



Note

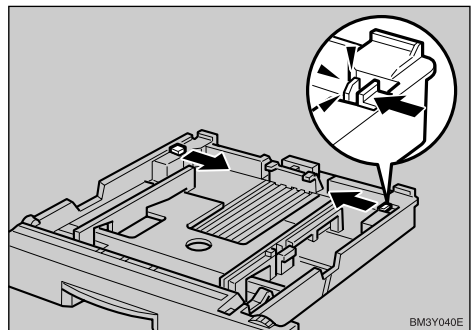
- Do not touch the three white pins on the right front side of the printer.

- 2 If you load the paper of A4, 8¹/₂" × 11" or larger, you should extend the tray as follows.

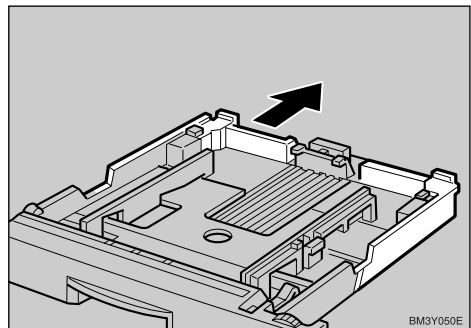
Note

- You cannot load paper smaller than A4 or 8¹/₂" × 11", if the tray is extended. In this case, return the tray to its standard length.

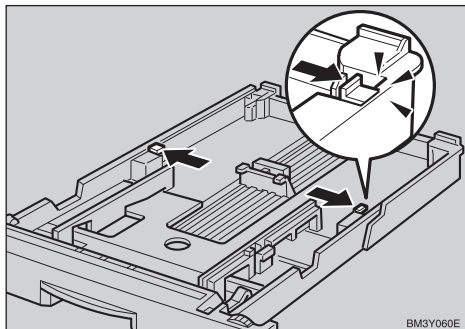
- 1 Slide the catches inwards to unlock the re-size tray.



- 2 Slide the re-size tray until it stops.



- 3** Return the catches to their original positions.



Important

- ☐ Confirm that the catches return to their original positions securely. If they are not locked securely, paper mis-feeds might occur.

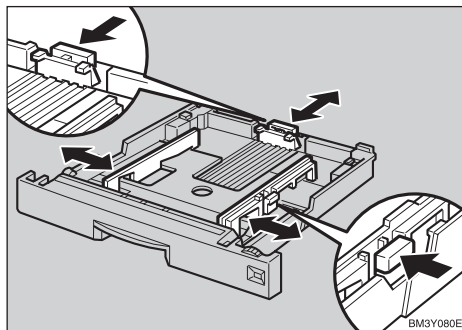
- 3** Adjust the paper size dial to match the size and feed direction of paper in the paper tray.



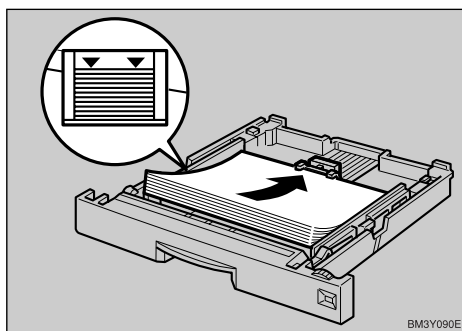
Important

- ☐ If you want to use the paper size and feed direction that are not indicated on the paper size dial, set the dial to “✱”. In this case, you should set the paper size using the operation panel. See

- 4** Adjust the rear and side guides to the paper size you want to load.



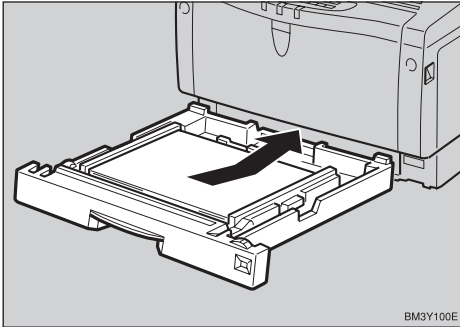
- 5** Load paper into the tray with the print side up.



Important

- ☐ Confirm that the top of the stack is not higher than the limit mark inside the tray.
- ☐ Confirm that paper fits under the rear guide.

- 6** While lifting the front of the tray, place the tray into the printer. Then slide it into the printer until it stops.



Important

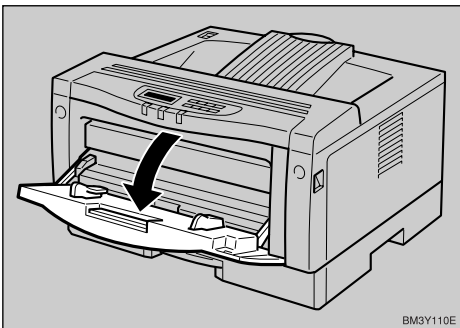
- ❑ If you slide the paper tray in forcefully, the guide in the paper tray might slip off.

Type 1 Printer: Loading Paper in the Bypass Tray

Note

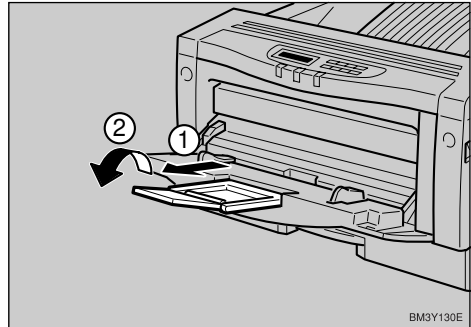
- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.
- ❑ If you set custom size paper, you should set the paper size using the printer driver. Also, use the operation panel to set the custom size setting.

- 1** Open the bypass tray.

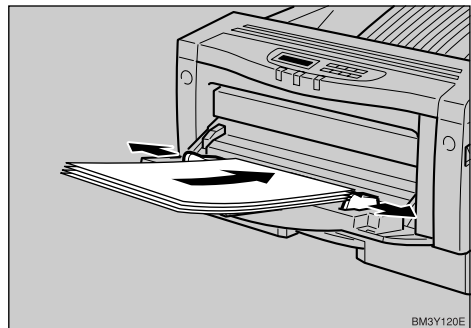


Note

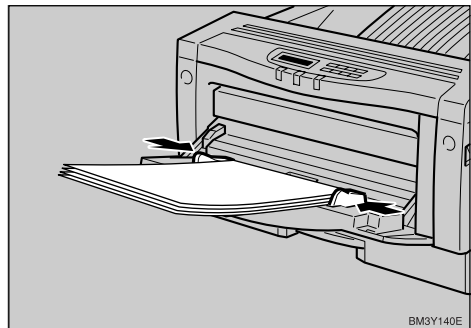
- ❑ If you load paper of A4 $\square$, $8\frac{1}{2}$ " $\square$ (Letter) or larger, slide out the bypass tray extender (①) and then flip it open (②).



- 2** Slide the side guides outward, and load paper until it stops with the print side down.



- 3** Adjust the side guides to the paper width.

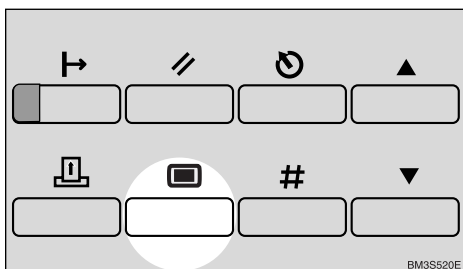


Important

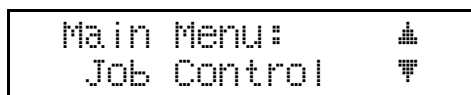
- ❑ Confirm that paper fits under the side guides.

- 4** Set the paper size and feed direction using the operation panel as follows.

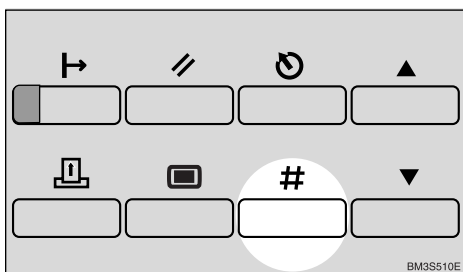
- 1** Press **[Menu]**.



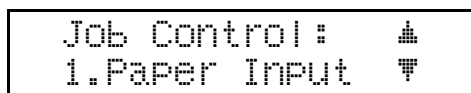
The following message appears on the panel display.



- 2** Press **[Enter #]**.



The following message appears on the panel display.



- 3** Press **[Enter #]**.

The following message appears on the panel display.



- 4** Press **[▼]** or **[▲]** until the following message appears on the panel display.



- 5** Press **[Enter #]**.

The following message appears on the panel display.

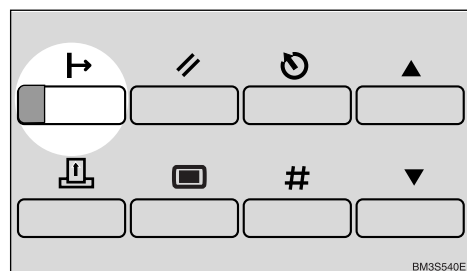


- 6** Press **[Enter #]**.

- 7** Select the paper size you have selected for the bypass tray using **[▼]** or **[▲]** key.

- 8** Press **[Enter #]** to apply the setting. Wait for a while.

- 9** After the panel display changes, press **[On Line]**.



The "Ready" message appears on the panel display.



- 5** Start printing with the computer.

Type 1 Printer: Loading Paper in the Optional Paper Tray

Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

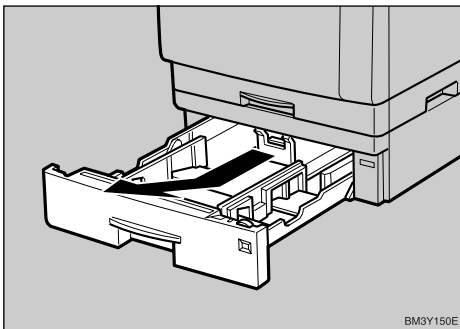
Important

- ❑ If the printer is equipped with the optional tray(s), do not slide out more than one tray with paper at a time. If you do, the printer might tilt forward.
- ❑ Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray, otherwise the printer might be damaged, or printing problems might occur.

Reference

For more information about the size and feed direction of paper that can be set in the tray, see P.17 “Paper Types and Sizes”.

- 1** Slide the paper tray out until it stops. After that, lift it slightly, then slide it out of the printer.



Note

- ❑ Do not touch the three white pins on the right front of the printer.

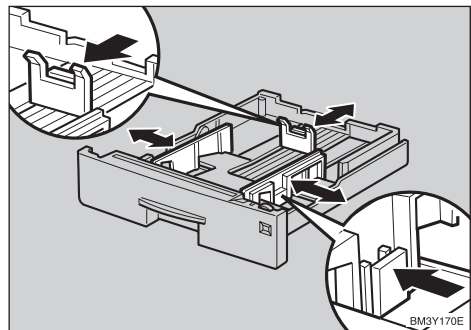
- 2** Adjust the paper size dial to match the size and feed direction of paper in the paper tray.



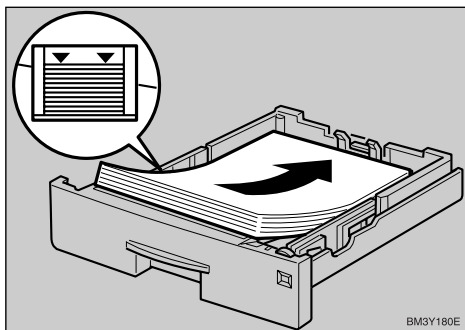
Important

- ❑ If you want to use paper sizes or feed directions that are not listed on the paper size dial, adjust the dial to “✱”. In this case, you should set the paper size using the operation panel. See⇒ P.84 “Making Printer Settings with the Operation Panel”

- 3** Adjust the rear and side guides to the paper size you want to load.



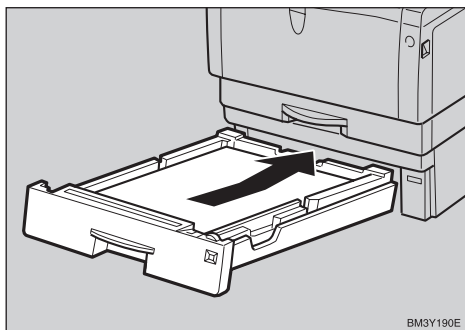
- 4** Load paper into the paper tray with the print side up.



Important

- ☐ Confirm that the top of the stack is not higher than the limit mark inside the tray.
- ☐ Confirm that paper fits under the rear guide.

- 5** While lifting the front of the tray, place the tray into the printer. Then slide it inside until it stops.



Important

- ☐ If you slide the paper tray in forcefully, the guide in the paper tray might slip off.

Type 1 Printer: Loading Envelopes

As there are many kinds of envelopes, be sure to check if those to be used are supported by this printer.

Important

- ☐ Even when the optional envelope feeder is not installed, you can select the sizes for the envelopes for Tray 2 using the operation panel. However, you cannot load the envelopes until the optional envelope feeder is installed.
- ☐ To install the envelope feeder, the optional paper unit must be installed. See "Type 1 Printer: Installing Envelope Feeder Type 2000" in the "Setup Guide".

Reference

For more information about the envelopes, see P.25 "Types of Paper and Other Media".

Type 1 printer: loading envelopes onto the bypass tray

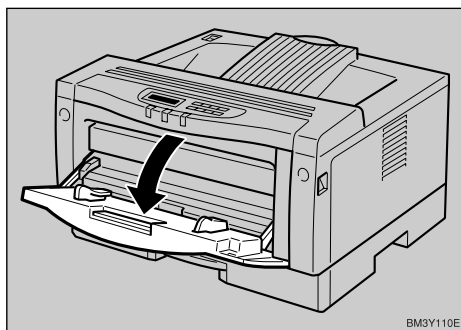
Note

- ☐ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

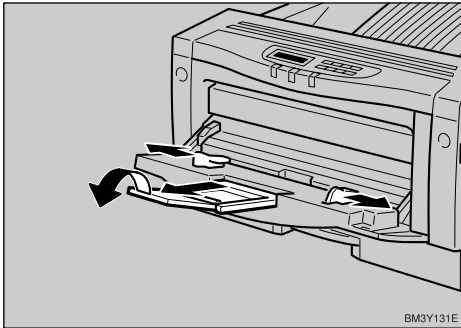
Important

- ☐ With the bypass tray, you can load up to ten envelopes at a time. For more information about envelopes, see P.25 "Types of Paper and Other Media".

- 1** Open the bypass tray.



- 2** Slide the side guides open. Slide out the bypass tray extender and flip it open.



- 3** Load envelopes until they stop, with the print side down and the sides of the flaps on the right as shown in the illustration.



Important

- ☐ Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes.

Note

- ☐ Confirm that the top of the stack is not higher than the limit mark on the side guides.
- ☐ Do not press down the stack of envelopes with too much force.

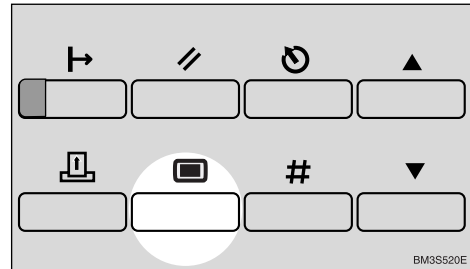
- 4** Slide the side guides against the edge of the envelope stack.

Note

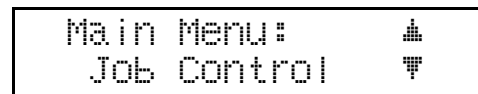
- ☐ Confirm that the edges of envelopes fit under the side guides.

- 5** Set the envelope size and feed direction using the operation panel as follows.

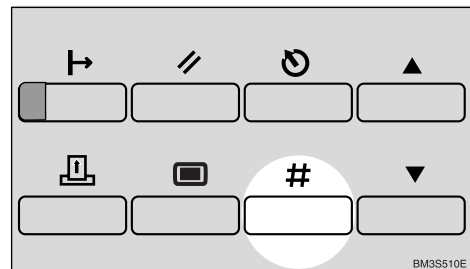
- 1** Press **[Menu]**



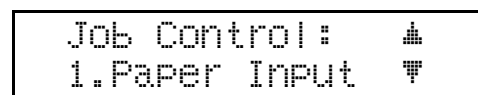
The following message appears.



- 2** Press **[Enter #]**.



The following message appears.



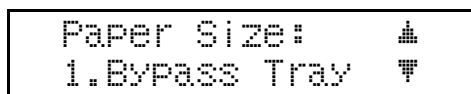
- 3** Press **[Enter #]**.

- 4** Press **[▲]** or **[▼]** until the following message appears.

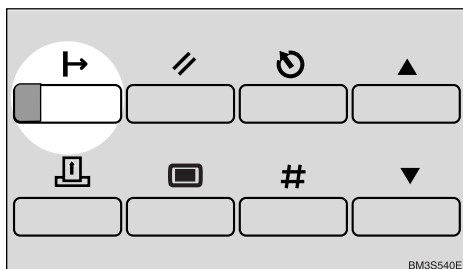


5 Press [Enter #].

The following message appears.

**6 Press [Enter #].****7 Press [▲] or [▼] to select the envelope type you want to use.****Reference**

For information about types of envelopes you can select, see P.17 "Paper and Other Media Supported by this Printer".

8 Press [Enter #].**9 After the panel display changes, press [On Line].**

The "Ready" message appears on the operation panel.

**6 Start printing with the computer.**

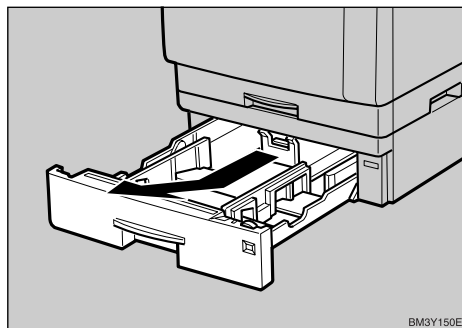
Type 1 printer: loading envelopes into the envelope feeder

Note

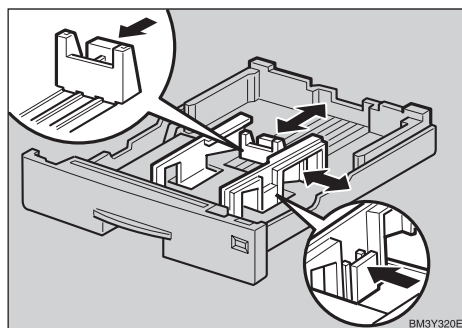
- See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

Important

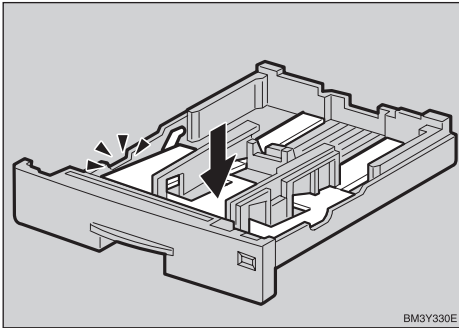
- With the optional envelope feeder, you can load up to 60 envelopes at a time. ⇒ P.25 "Types of Paper and Other Media"

1 Slide the optional paper tray (tray 2) out until it stops. After that, lift it slightly, then slide it out.**Note**

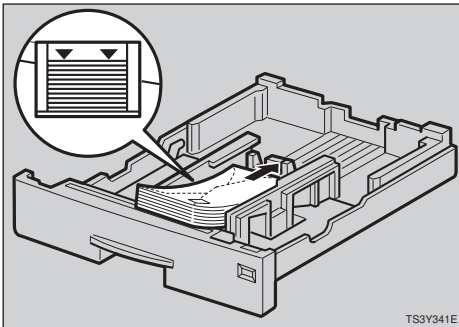
- Keep the paper tray with paper in a cool and dry place.

2 Prepare the envelope feeder.**3 While pinching the side guides, slide them outward until they stop. While pinching the rear guide, slide it toward the back.**

- 4** Push the bottom plate down until it locks into place.



- 5** Load envelopes into the envelope feeder, with the print side up and the flap on the right as shown in the illustration.



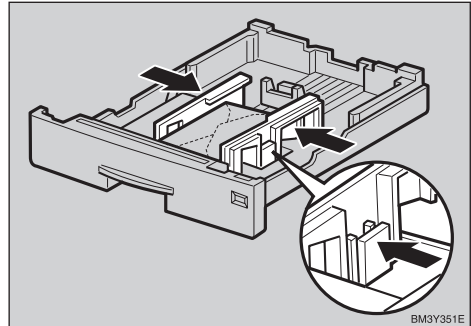
Important

- ☐ Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes.

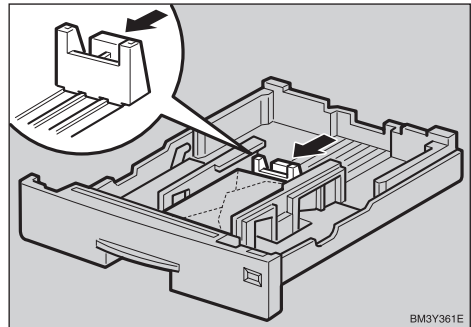
Note

- ☐ Confirm that the top of the stack is not higher than the limit mark on the side guides.
- ☐ Confirm that the envelopes fit under the side guides.
- ☐ Do not press down the stack of envelopes with too much force.

- 6** While pinching the side guides, slide them along the edge of the envelope stack.



- 7** While pinching the rear guide, slide it along the edge of the envelope stack.



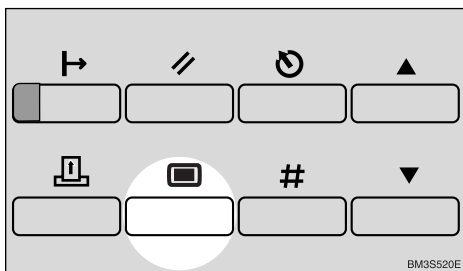
- 8** While lifting the front of the tray, place it into the printer. Then slide it until it stops.

Important

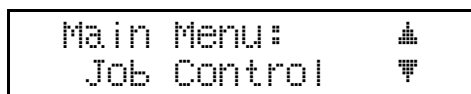
- ☐ If you slide the paper tray in forcefully, the guide in the paper tray might slip off.

- 9** Set the envelope size and feed direction using the operation panel as follows.

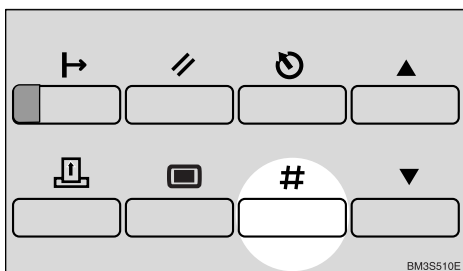
1 Press [Menu].



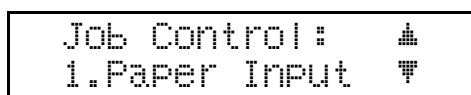
The following message appears.



2 Press [Enter #].



The following message appears.



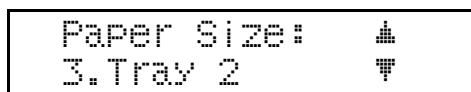
3 Press [Enter #].

4 Press [▲] or [▼] until the following message appears.



5 Press [Enter #].

The following message appears.



6 Press [Enter #].

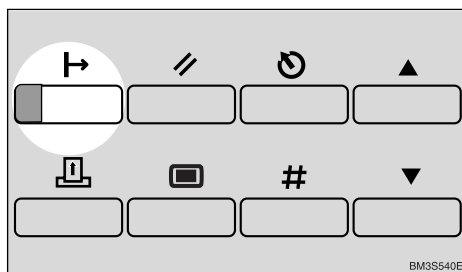
7 Press [▲] or [▼] to select the envelope type you want to use.

Reference

For more information about types of envelopes you can select, see P.17 "Paper and Other Media Supported by this Printer".

8 Press [Enter #].

9 After the panel display changes, press [On Line].



The "Ready" message appears on the operation panel.



10 Start printing with the computer.

Type 2 Printer: Loading Paper and Other Media

Type 2 Printer: Loading Paper in the Standard Paper Tray

⚠ CAUTION:

- *The paper tray does not have a stopper. When pulling it out, be careful not to pull it strongly. If you do, the tray might fall and cause personal injury.*

✎ Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

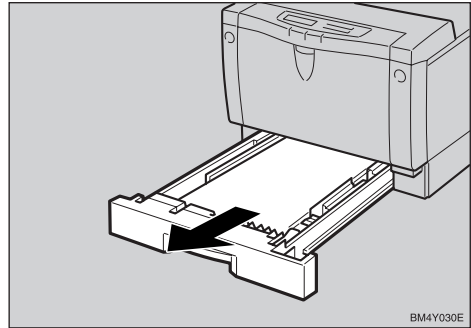
⚠ Important

- ❑ The following default paper sizes can be loaded in this tray. You must change the position of the paper guide to load each paper size.
 - Metric version: A4
 - Inch version: 8¹/₂" × 11"

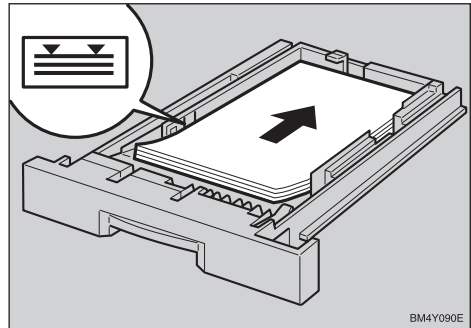
🔍 Reference

For more information about the size and feed direction of paper that can be loaded in the tray, see P.17 "Paper and Other Media Supported by this Printer".

- 1 Slide the paper tray out of the printer and place it on a flat surface.



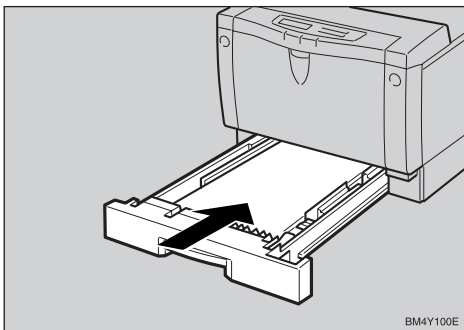
- 2 Load paper into the tray with the print side up.



⚠ Important

- ❑ Confirm that the top of the stack is not higher than the limit mark inside the tray.
- ❑ Confirm that paper fits under the rear guide.

- 3** Insert the paper tray into the printer until it stops.

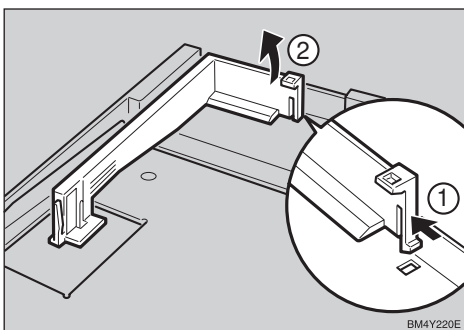


Important

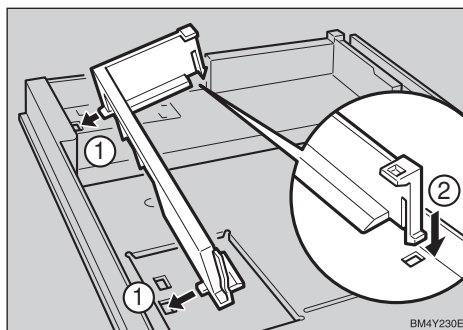
- ☐ If you slide the paper tray in forcefully, the guide in the paper tray might slip off.

Changing the paper guide setting

- 1** Push the catch of the paper guide gently (①), and remove it from the paper tray (②).



- 2** Attach the paper guide to the paper tray (①), and push it downwards to lock it in place (②).

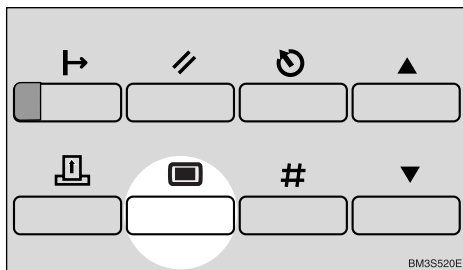


Note

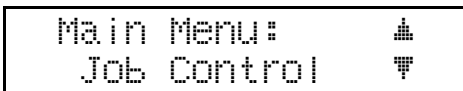
- ☐ Confirm which paper size you use. The guide line for the paper size is shown at the bottom of paper tray.

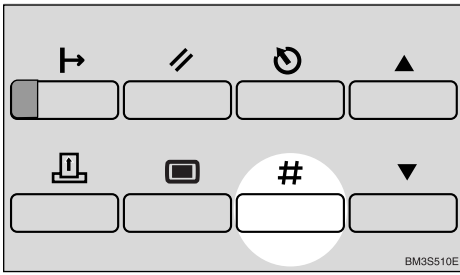
- 3** Set the paper size using the operation panel as follows.

- 1** Press **[Menu]**.

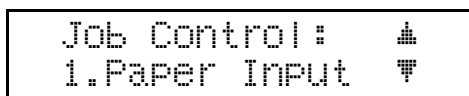


The following message appears on the panel display.

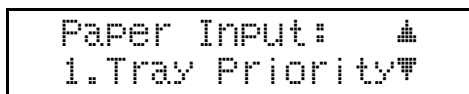
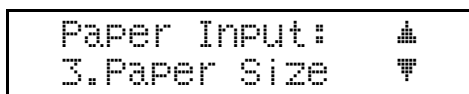


2 Press [Enter #].

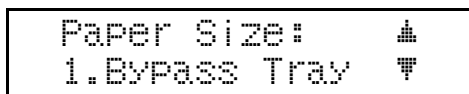
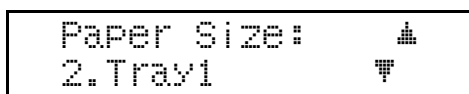
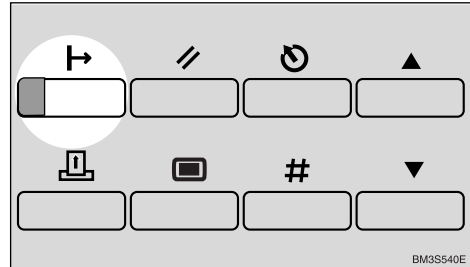
The following message appears on the panel display.

**3 Press [Enter #].**

The following message appears on the panel display.

**4 Press [▼] or [▲] until the following message appears on the panel display.****5 Press [Enter #].**

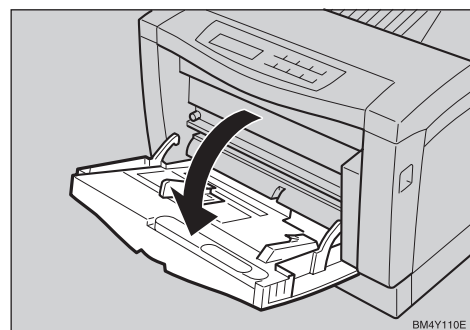
The following message appears on the panel display.

**6 Press [▼] or [▲] until the following message appears on the panel display.****7 Press [Enter #].****8 Press [▼] or [▲] to select the paper size you have set in the Standard Paper Tray.****9 Press [Enter #] to apply the setting. Wait for a while.****10 After the panel display changes, press [On Line].**

Type 2 Printer: Loading Paper in the Bypass Tray

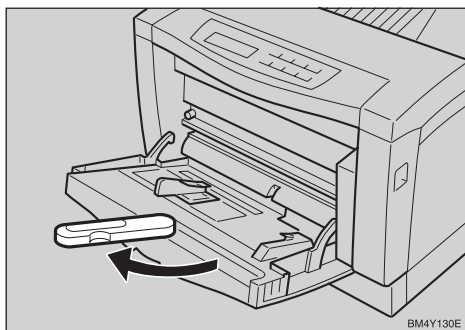
Note

- ☐ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.
- ☐ If you set the custom size paper, you should set the paper size using the printer driver. Also, use the operation panel to set the custom size setting.

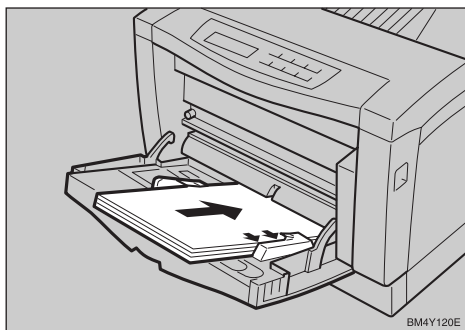
1 Open the bypass tray.

Note

- ❑ If you load B5 , 5¹/₂" × 8¹/₂"  or large paper, pull the bypass tray extender.



- 2 Slide the left side guide to the left. Load paper until it stops with the print side down. When loading, the right side of the paper stack should be against the right side guide.



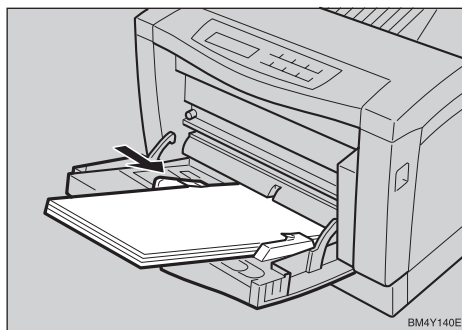
Important

- ❑ If the paper stack is not against the right side guide correctly, the paper might not be fed correctly.

Note

- ❑ It is recommended to load A5 or 5¹/₂" × 8¹/₂" paper in the  direction.

- 3 Adjust the left side guide to the paper width. The guides should be against the paper stack.

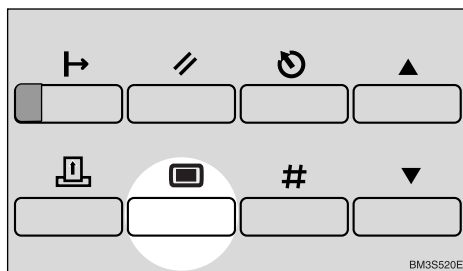


Important

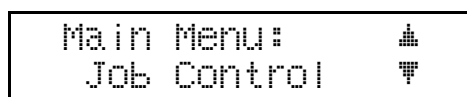
- ❑ Confirm that paper fits under the side guides.

- 4 Set the paper size and feed direction using the operation panel as follows.

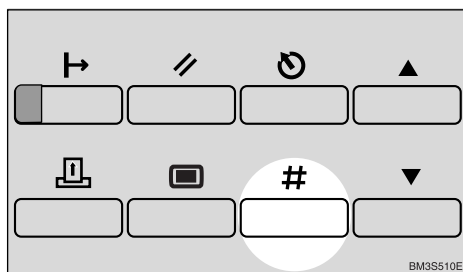
- 1 Press [Menu].



The following message appears on the panel display.



- 2 Press [Enter #].



The following message appears on the panel display.

Job Control: ▲
1. Paper Input ▼

3 Press [Enter #].

The following message appears on the panel display.

Paper Input: ▲
1. Tray Priority ▼

4 Press [▼] or [▲] until the following message appears on the panel display.

The following message appears on the panel display.

Paper Input: ▲
3. Paper Size ▼

5 Press [Enter #].

The following message appears on the panel display.

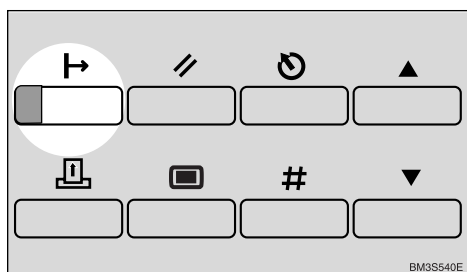
Paper Size: ▲
1. Bypass Tray ▼

6 Press [Enter #].

7 Press [▼] or [▲] to select the paper size you have set in the bypass tray.

8 Press [Enter #] to apply the setting. Wait for a while.

9 After the panel display changes, press [On Line].



The "Ready" message appears on the panel display.

Ready

5 Start printing with the computer.

Type 2 Printer: Loading Paper in the Optional Paper Tray

Note

- ☐ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

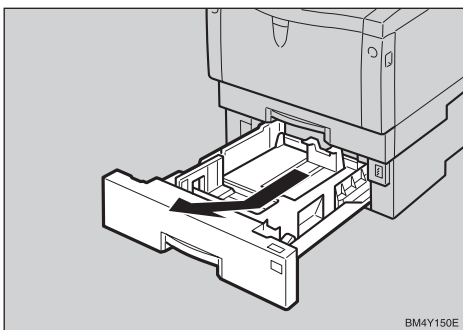
Important

- ☐ If the printer is equipped with the optional tray, do not pull out more than one tray with paper at a time. If you do, the printer might tilt forward.
- ☐ Confirm that the setting of the paper size dial matches the paper size and feed direction in the tray, otherwise the printer might be damaged, or printing problems might occur.

Reference

For more information about the size and feed direction of paper that can be loaded in the tray, see P.17 "Paper and Other Media Supported by this Printer".

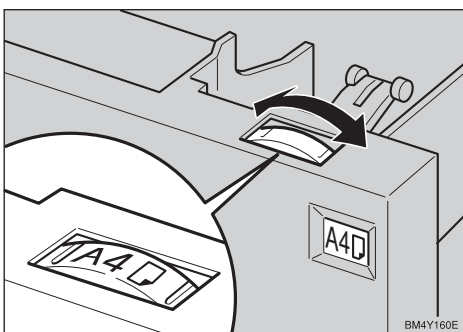
- 1** Slide the paper tray out until it stops. After that, lift it slightly, then slide it out of the printer.



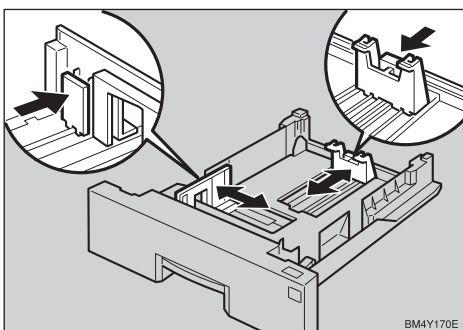
Note

- ☐ Do not touch the three white pins on the right front of the printer.

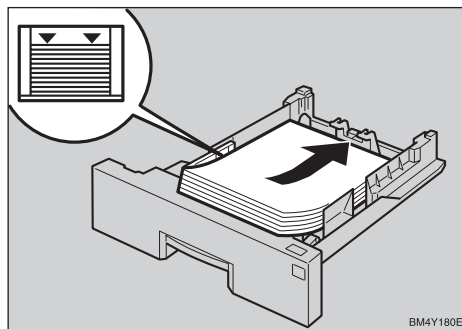
- 2** Adjust the paper size dial to match the size and feed direction of paper in the paper tray.



- 3** Adjust the rear and left side guides to the paper size you want to load.



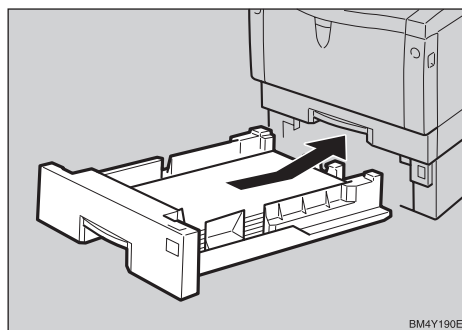
- 4** Load paper into the paper tray with the print side up.



Important

- ☐ Confirm that the top of the stack is not higher than the limit mark inside the tray.
- ☐ Confirm that paper fits under the rear guide.

- 5** While lifting the front of the tray, place the tray into the printer. Then slide it inside until it stops.



Important

- ☐ If you slide the paper tray in forcefully, the guide in the paper tray might slip off.

Type 2 Printer: Loading Envelopes

As there are many kinds of envelopes, be sure to check if those to be used are supported by this printer.

Important

- ❑ Even when the optional envelope feeder is not installed, you can select the sizes for the envelopes for Tray 2 using the operation panel. However, you cannot load the envelopes until the optional envelope feeder is installed.
- ❑ To install the envelope feeder, the optional paper unit must be installed. See *"Type 2 Printer: Installing Envelope Feeder Type 1400"* in the *"Setup Guide"*.

Reference

For more information about envelopes, see P.25 *"Types of Paper and Other Media"*.

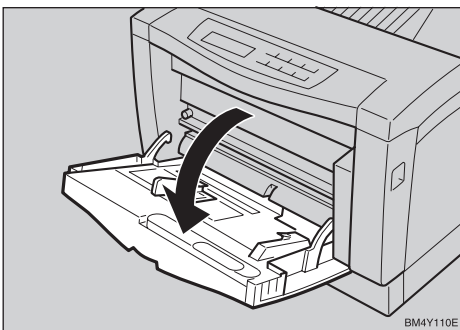
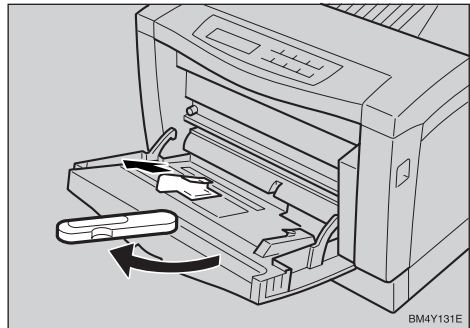
Type 2 printer: loading envelopes onto the bypass tray

Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

Important

- ❑ With the bypass tray, you can load up to five envelopes at a time. For more information about envelopes, see P.25 *"Types of Paper and Other Media"*.

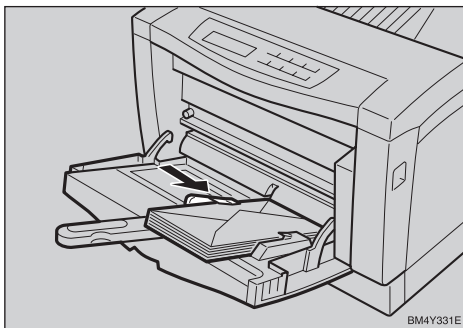
1 Open the bypass tray.**2** Slide the left side guide to the left and extend the bypass tray extender.**3** Load envelopes until they stop, with the print side down and the sides of the flaps on the right as shown in the illustration.**Important**

- ❑ Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes.

Note

- ❑ Confirm that the top of the stack is not higher than the limit mark on the side fence.
- ❑ Do not press down the stack of envelopes with too much force.

- 4** Slide the left side guide against the edge of the envelope stack.

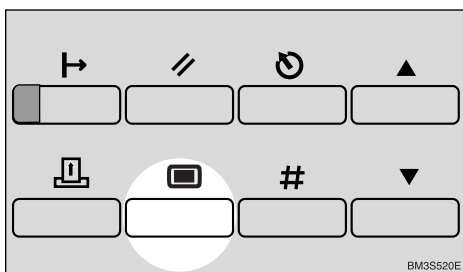


Note

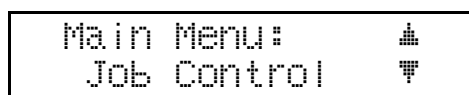
- Confirm that the edges of envelopes fit under the side guides.

- 5** Set the envelope size and feed direction using the operation panel as follows.

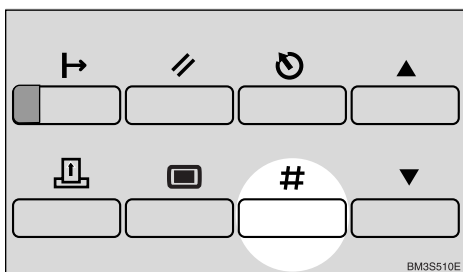
- 1** Press **[Menu]**.



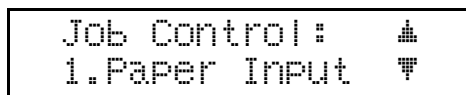
The following message appears.



- 2** Press **[Enter #]**.

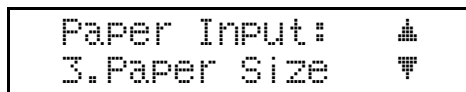


The following message appears.



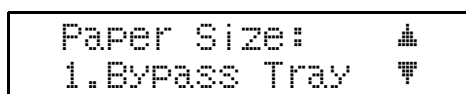
- 3** Press **[Enter #]**.

- 4** Press **[▲]** or **[▼]** until the following message appears.



- 5** Press **[Enter #]**.

The following message appears.



- 6** Press **[Enter #]**.

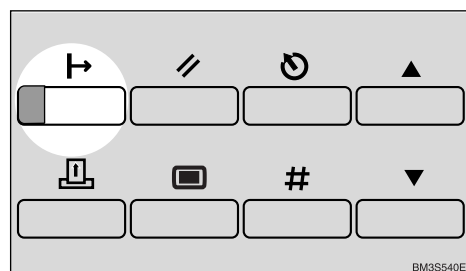
- 7** Press **[▲]** or **[▼]** to select the envelope type you want to use.

Reference

For more information about types of envelopes you can select, see P.17 "Paper and Other Media Supported by this Printer".

- 8** Press **[Enter #]**.

- 9** After the panel display changes, press **[On Line]**.



The "Ready" message appears on the panel display.



- 6** Start printing with the computer.

Type 2 printer: loading envelopes into the envelope feeder

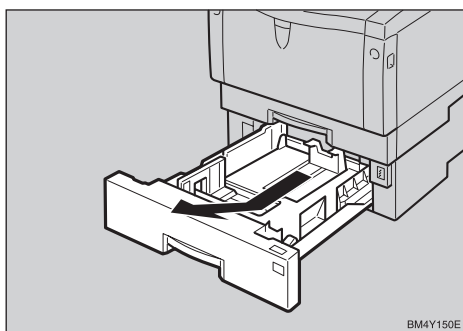
Note

- See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

Important

- With the optional envelope feeder, you can load up to 60 envelopes at a time. For more information about envelopes, see P.25 "Types of Paper and Other Media".

- Slide the optional paper tray out until it stops. After that, lift it slightly, then slide it out.

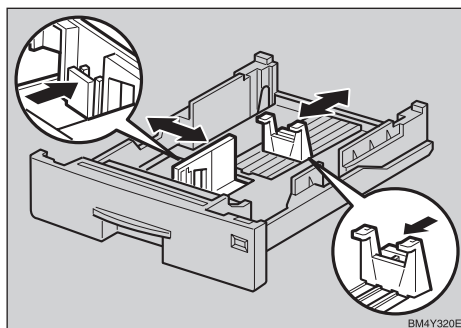


Note

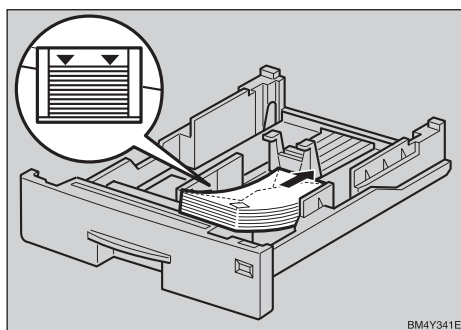
- Keep the paper tray with paper in a cool and dry place.

- Prepare the envelope feeder.

- Slide the left side guide to the left by pinching it. Slide the rear guide backwards by pinching it.



- Load envelopes into the envelope feeder, with the print side up and the sides of the flaps on the right as shown in the illustration.



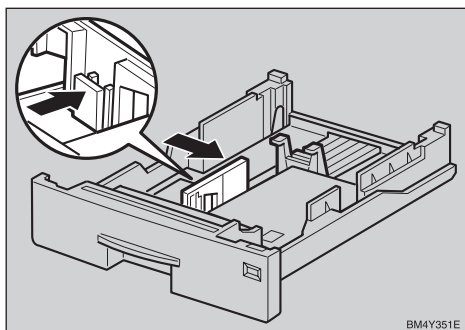
Important

- Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes.

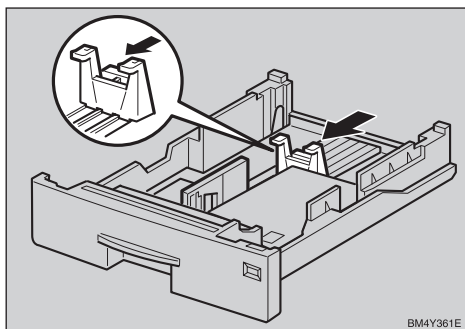
Note

- Be sure to align the right edge to the side fence.
- Confirm that the top of the stack is not higher than the limit mark on the side fence.
- Confirm that the envelopes fit under the side guides.
- Do not press down the stack of envelopes with too much force.

- 5** Pinching the left side guide, slide it against the edge of the envelope stack.



- 6** Pinching the rear guide, slide it against the edge of the envelope stack.



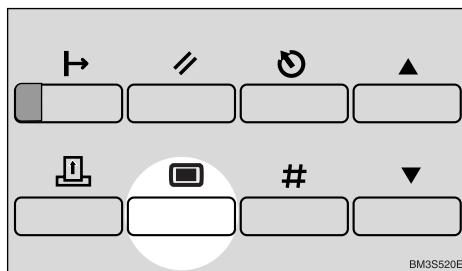
- 7** While lifting the front of the tray, place it into the printer. Then slide it until it stops.

Important

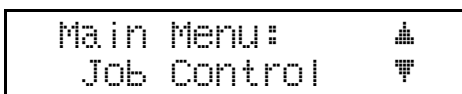
- ☐ If you slide the paper tray in forcefully, the guide in the paper tray might slip off.

- 8** Set the envelope size and feed direction using the operation panel as follows.

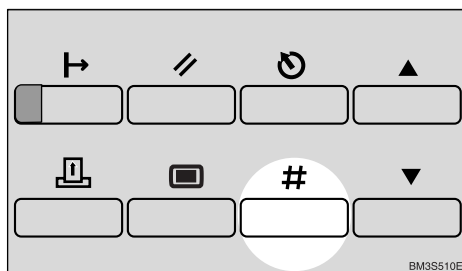
- 1** Press **[Menu]**



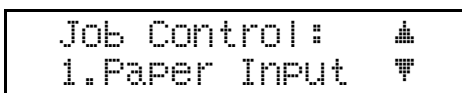
The following message appears.



- 2** Press **[Enter #]**.



The following message appears.



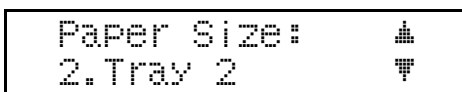
- 3** Press **[Enter #]**.

- 4** Press **[▲]** or **[▼]** until the following message appears.



- 5** Press **[Enter #]**.

The following message appears.



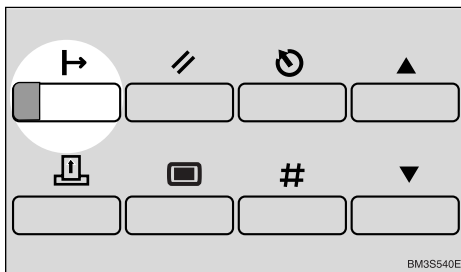
- 6** Press **[Enter #]**.

- 7** Press **[▲]** or **[▼]** to select the envelope type you want to use.

Reference

For more information about types of envelopes you can select, see P.17 *"Paper and Other Media Supported by this Printer"*.

- 8 Press **[Enter #]**.
- 9 After the panel display changes, press **[On Line]**.



The "Ready" message appears on the panel display.



- 9 Start printing with the computer.

4. Troubleshooting

Error & Status Messages on the Operation Panel

Messages	Description	Comments
Check Paper Size Tray XX	The paper size setting of the tray differs from that of actual paper size in the tray.	• Pull out the paper tray and insert it. • Press [Enter #] and load the correct paper size into the tray.
Close Front Cover	The front cover is open.	Close the front cover.
Install Tray XX	The tray XX is not set correctly.	Set the tray correctly. ⇒ P.29 "Type 1 Printer: Loading Paper and Other Media" ⇒ P.39 "Type 2 Printer: Loading Paper and Other Media"
HDD Error	The printer detected a disk failure.	Press [Enter #] to clear the error and delete the collate job.
		Turn the printer's power switch off and then on. Try to send the collate job again.
		If the error occurs during each collate job, format the HDD. This will mark the damaged blocks of the HDD and prevent them from being used to hold data.  Important ☐ Formatting the HDD will delete all fonts.
HDD Format: Failed	An error has occurred while formatting the HDD.	Turn the printer's power switch off and then on. Then try to format gain.
		If the message appears again, remove the HDD and turn on the printer's power switch.

Messages	Description	Comments
HDD Full	The HDD is full, or does not have any space to store data. The collate job to be sent from the computer is too large to store in the HDD space.	Press [Enter #] to clear the error and delete the collate job. Try to send the collate job again.
		Delete the font downloaded to the HDD using the Apple Print Utility, if you have it. This utility is a registered trademark of Apple Computer, Inc.
		Format the HDD to delete unused files before re-sending the collate job. ⇒ P.79 “Making Printer Settings with the Operation Panel” ⚠ Important ☐ Formatting the HDD will delete all fonts.

Messages	Description	Comments
Load Bypass Tray {paper size}	There is no paper on the bypass tray.	Load {paper size} paper in the selected feed direction onto the bypass tray. Printing will not automatically resume if the paper size and direction setting is incorrect. There are two methods to resume printing. ① Use the operation panel to set the correct size and direction of the paper in the bypass tray. ⇒ P.87 “Paper Input 2/2” ② Press [Enter #] to start printing, regardless of the size and direction of the paper in the bypass tray.  Note ☐ When “Auto Select” is selected for the paper source using the printer driver, this message might appear when there is {paper size} paper in a different feed direction in any of the trays. ☐ The page is printed in the incorrect format on the paper loaded on the bypass tray in the following cases. • If you press [Enter #] before loading the correct paper. • If the selected period of time has passed with “Auto Continue” on. In these cases, you cannot continue printing due to the paper size error. You should take one of the following actions to clear this error: • Press [Enter#]. (“Auto Continue” does not work with this error.) • Open and close any of the trays.
	The actual size of paper loaded in the bypass tray does not match the size configured for the printer.	

Messages	Description	Comments
Load Tray XX {paper size}	Tray XX is empty.	Load {paper size} paper in the selected feed direction into tray XX. Printing will not automatically resume if the paper size and direction setting is incorrect. There are two methods to resume printing. ① Use the operation panel to set the correct size and direction of the paper in tray XX. ⇒ P.87 “Paper Input 2/2” ② Press [Enter #] to start printing, regardless of the size and direction of the paper in tray XX. If there is no paper in the indicated tray, printing will not start.  Note ☐ When “Auto Select” is selected for the paper source using the printer driver, this message might appear when there is {paper size} paper in a different direction in any of the trays. ☐ The page is printed in the incorrect format on the paper loaded in tray XX in the following cases. • If you press [Enter #] without loading the correct paper. • If the selected period of time has passed with “Auto Continue” on. In these cases, you cannot continue printing due to the paper size error. You should take one of the following actions to clear this error: • Press [Enter #]. (“Auto Continue” does not work with this error.) • Open and close any of the trays.
	The actual size of paper loaded in the XX tray does not match the size configured for the printer.	

Messages	Description	Comments
Change Maintenance Kit	It is time to replace parts included in the Maintenance Kit.	Replace parts. ⇒ P.101 <i>"Replacing Parts"</i>
Low On Toner	The toner cartridge is not set correctly or toner is almost running out.	Set the toner cartridge correctly. About 1,000 pages can be estimated to be printed after "Low on Toner" appears on the panel display (A4 5% test chart). If the image density gets too light, prepare a new toner cartridge and replace it with a new one. ⇒ P.70 <i>"Replacing the Toner Cartridge"</i>
Memory Overflow	There is not enough memory to print the data.	Press [Enter #] to print the data. To clear this message, change the print resolution from 1200 dpi to 600 dpi or 600 dpi to 300 dpi, and try printing again. If the print result is not enhanced, you should increase the memory capacity.
Please Wait	The printer is preparing for printing.	Wait for a while.

Messages	Description	Comments
Print Overrun	The data sent to the printer is too complex.	Press [Enter #] to print the data sent to the printer. If you do not want to lose any of the transferred data, set "Page Protect" to "On" by Printer Driver when you use PCL6 or PCL5e before printing the job. When you use the PS printer driver, set "Page Protect" to "On" from Menu on the operational panel. If the print result is not enhanced when you use the PS printer driver and set "Page Protect" to "On", you should increase the memory capacity and set "Page Protect" to "On". If you can not clear this message, simplify the print job.  Note ☐ Be sure to return "Page Protect" to "Auto" after the print job. With "Page Protect" "On", the printer performance might be decreased.
Remove Misfeed Front Cover&Tray	There is a misfeed in the printer.	Remove the misfed paper. ⇒ P.66 "Removing Misfed Paper"
Remove Misfeed Open Front Cover	There is a misfeed in the printer.	Remove the misfed paper. ⇒ P.66 "Removing Misfed Paper"
Reset Fusing Unit	The fusing unit is not set correctly.	Set the fusing unit correctly. ⇒ P.69 "If you uninstall the fusing unit accidentally"
Reset Tray(s) Correctly	The tray on the paper feeding path is not set correctly when the printer receives the print job.	Set the tray correctly. The printer will restart printing automatically.
Resetting Jobs	The printer is resetting the print job.	Wait for a while.

Messages	Description	Comments
Tray XX Add Paper	Paper runs out in tray XX.	Load paper. ⇒ P.29 "Type 1 Printer: Loading Paper and Other Media" ⇒ P.39 "Type 2 Printer: Loading Paper and Other Media"
Error SC_322	The toner cartridge may not be installed when the printer tries to start printing.	Open the front cover and check if the cartridge is installed. If not, install the cartridge. ⇒ P.70 "Replacing the Toner Cartridge" If the cartridge is installed, close the front cover and turn the printer's power switch off and then on. If the message appears again, contact your sales or service representative.
Error SC_2600	An error has occurred in the HDD.	Turn the printer's power switch off and then on. Turn off the Printer's power switch. Reinstall the HDD and turn on the printer's power switch. Turn off the printer's power switch. Remove the HDD and turn on the printer's power switch.  Note ☐ If the HDD is not installed, you cannot send the collate job and download the font to the HDD using the Apple Print Utility. This utility is a registered trademark of Apple Computer, Inc.

Messages	Description	Comments
Error SC_2700	An error has occurred in optional Network Interface Board.	Remove Network Interface Board from the printer and turn the printer's main switch off and then on. Then, try to perform the print job.  Note ☐ If you remove Network Interface Board, you cannot perform the print job over the network. You can send the print job to the printer only via a parallel cable connection.
Error SC_2900	An error has occurred in the RS232C board.	Turn the printer's power switch off and then on.
		Turn off the printer's power switch. Reinstall the RS232C board and turn on the printer's power switch.
		Turn off the printer's power switch. Remove the RS232C board and turn on the printer's power switch.  Note ☐ If you remove the RS232C board, you cannot perform the print job via a serial cable connection. You can send the print job to the printer only via a parallel cable connection.
Error SC_3100	An error has occurred in the optional memory unit (Printer Feature Expander Type 185).	Remove the memory unit from the printer and turn the printer's switch off and then on. Then, try to perform the print job.  Note ☐ If you remove the memory unit, you might not be able to perform the print job containing the large complex data.

Messages	Description	Comments
Error SC_3200	❖ Type 1 Printer An error has occurred in the optional board attached on the right side. ❖ Type 2 Printer An error has occurred in the printer.	Turn the printer's power switch off and then on
		Turn off the printer's power switch. Reinstall the board and turn on the printer's power switch.
		Turn off the printer's power switch. Remove the board and turn on the printer's power switch.  Note ☐ If you remove Network Interface Board, you cannot perform the print job over the network. You can send the print job to the printer only via a parallel cable connection. ☐ If you remove the HDD, you cannot send the collate job and download the font to the HDD using the Apple Print Utility. This utility is a registered trademark of Apple Computer, Inc. ☐ If you remove the RS232C board, you cannot perform the print job via a serial cable connection. You can send the print job to the printer only via a parallel cable connection.

Messages	Description	Comments
Error SC_3201 (Type 1 Printer only)	An error has occurred in the optional board attached on the left side.	Turn the printer's power switch off and then on.
		Turn off the printer's power switch. Reinstall the board and turn on the printer's power switch.
		Turn off the printer's power switch. Remove the board and turn on the printer's power switch.  Note ☐ If you remove Network Interface Board, you cannot perform the print job over the network. You can send the print job to the printer only via a parallel cable connection. ☐ If you remove the HDD, you cannot send the collate job and download the font to the HDD using the Apple Print Utility. This utility is a registered trademark of Apple Computer, Inc. ☐ If you remove the RS232C board, you cannot perform the print job via a serial cable connection. You can send the print job to the printer only via a parallel cable connection.
Error SC_###	An error has occurred in the printer.	First, turn the printer's power switch off and then on. If the message appears again, call your sales or service representative.

 Note

- ☐ If you cannot solve the problem by taking the preceding actions, turn the printer power off and then on again. If this does not clear the error message, take a note of the contents and number of the error message and contact your sales or service representative.

Printer Does not Print

Possible Cause	Solutions
Is the power on?	Confirm that the cable is securely plugged into the power outlet and the printer. Turn on the printer's power switch.
Does the On Line indicator stay on?	Press [On Line] to light it up.
Does the Error indicator stay red?	Check the error message on the panel display and do the required action.
Is the paper set?	Load paper into the paper tray or on the bypass tray. ⇒ P.29 "Type 1 Printer: Loading Paper and Other Media" ⇒ P.39 "Type 2 Printer: Loading Paper and Other Media"
Can you print a test page (configuration page) ?	If you cannot print a test page, it probably indicates printer malfunction. You should contact your sales or service representative.⇒ P.96 "List Print Menu" If you can print a test page but cannot get the printer to print when you issue a print command from the computer, it probably means there is a problem with the computer. Note that large or complex data might take long time to be printed.
Is the interface cable properly connecting the printer to the computer connected securely?	Connect the interface cable properly. If there are any connectors or screws, confirm that they are fastened securely.
Are you using a correct interface cable?	The type of an interface cable you should use depends on the computer. Be sure to use the correct one. If the cable is damaged or worn, replace it with a new one.

Possible Cause	Solutions
Is the Data In indicator blinking or lit after starting the print job?	If not, the data is not being sent to the printer. ❖ If the printer is connected to the computer using the interface cable Check if the printer port settings are correct. For a parallel port connection, port LPT1 or LPT2 should be set. • Windows 95/98 ① Click [Start] point to [Settings] and then click [Printers]. ② Click to select the icon of the printer. Next, on the [File] menu, click [Properties]. ③ Click the [Details] tab. ④ Check the [Print to the following port] box to confirm that the correct port is selected. • Windows 3.1x ① On [Control Panel], double-click the [Printers] icon. ② Confirm that this printer is set as the default printer. ③ Click [Connect]. ④ Check the [Ports] box to confirm that the correct port is selected. • Windows NT 4.0 ① Click [Start], point to [Settings] and then click [Printers]. ② Click to select the icon of the printer. Next, on the [File] menu, click [Properties]. ③ Click the [Port] tab. ④ Check the [Print to the following port] box to confirm that the correct port is selected. ❖ Network Connection Contact your network administrator.

 Note

- ❑ If you cannot solve the problem by taking the preceding actions, contact your sales or service representative.

Other Printing Problems

Status	Possible Causes, Descriptions, and Solutions
The print side of the page is a hazy gray.	Adjust the image density properly. ⇒ P.84 <i>"Making Printer Settings with the Operation Panel"</i>
	If paper is curled, correct it.
	Check if the size selected with the dial matches that selected with the operation panel. If not, select the correct size that matches the size and feed direction loaded in the tray.
	If you print something after printing on the paper whose size is smaller than the actual document size, the back of the next output might get dirty. ⇒ P.29 <i>"Type 1 Printer: Loading Paper and Other Media"</i> ⇒ P.39 <i>"Type 2 Printer: Loading Paper and Other Media"</i>
	If you continue printing the data that contains extremely a small amount of words or images for the printable area, the print side of the page could be a hazy gray. Adjust the image density properly. ⇒ P.84 <i>"Making Printer Settings with the Operation Panel"</i> If this does not clear the problem, replace the toner cartridge to a new one even though "Low on Toner" does not appear on the panel display. ⇒ P.70 <i>"Replacing the Toner Cartridge"</i>
Image quality varies when printing on thick paper or on OHP transparencies.	Set to Thick Paper mode. • When toner is not fused enough, set it to "On". • When the image is blurred, set it to "----" ⇒ P.84 <i>"Making Printer Settings with the Operation Panel"</i>
Some parts of the print image are not clear.	Set the image density to darker. ⇒ P.84 <i>"Making Printer Settings with the Operation Panel"</i>
	If Toner Saving mode is selected using the operation panel, the whole image gets lighter.
The print image is not clear.	Due to a sudden change in temperature, condensation might appear inside the printer, reducing print quality. If this occurs, when you move the printer from a cold room to a warmer room, do not use the printer until it gets used to the temperature.

Status	Possible Causes, Descriptions, and Solutions
Nothing is printed on the paper.	Check if the tape of the toner cartridge is completely removed. Be sure to remove the tape completely, when replacing the toner cartridge. ⇒ P.70 <i>"Replacing the Toner Cartridge"</i>  Note ☐ If the printer's power switch is turned on with the tape still attached, the printer might be damaged.
Multiple pages are fed through the printer at once.	Clean the friction pad if it is dirty. ⇒ P.73 <i>"Cleaning the Friction Pad"</i> Remove all paper from the tray and fan it gently to get air between the sheets. After that, load it back into the tray.
The image is printed on the reverse side of the paper.	Set the paper upside down.
Paper misfeeds occur frequently.	Check the paper size settings. The size set with the paper size dial might be different from the actual paper size. Make the correct dial setting. ⇒ P.29 <i>"Type 1 Printer: Loading Paper and Other Media"</i> ⇒ P.39 <i>"Type 2 Printer: Loading Paper and Other Media"</i> Use the recommended paper. Avoid using curled, folded, wrinkled, perforated or glossy paper. ⇒ P.27 <i>"Paper not supported by this printer"</i> Clean the paper feed roller, friction pad and/or registration roller, if they are dirty. ⇒ P.74 <i>"Cleaning the Paper Feed Roller"</i>
The operation panel error message stays on after removing the misfed paper.	Open the front cover of the printer and then close it. ⇒ P.66 <i>"Removing Misfed Paper"</i>

Status	Possible Causes, Descriptions, and Solutions
The desired tray is not used for the output.	Check the paper size settings. The size selected with the paper size dial might be different from the actual paper size. Make the correct dial setting. ⇒ P.29 <i>"Type 1 Printer: Loading Paper and Other Media"</i> ⇒ P.39 <i>"Type 2 Printer: Loading Paper and Other Media"</i>
	When using the bypass tray, set the paper size using the operation panel. ⇒ P.31 <i>"Type 1 Printer: Loading Paper in the Bypass Tray"</i> ⇒ P.41 <i>"Type 2 Printer: Loading Paper in the Bypass Tray"</i>
	When you are using a Windows operating system, the printer driver settings override those set using the operation panel. Set the desired output tray using the printer driver. See the driver's online help file.
The printed image is different from the image in the computer.	When you use some functions such as enlargement and reduction, the layout of the image might be different from those shown in the computer display.
It takes too much time to resume printing.	The data is so large or complex that it takes time to process it. If the Data In indicator is blinking, the data processing is being done. Just wait until it resumes.
	Energy Saver mode might be enabled. In Energy Saver mode, it takes time for the printer to warm up.
	Changing the paper feed direction may sometimes reduce the time to resume printing.
The image is printed in the wrong orientation.	Set the correct orientation under the "PCL Menu" with the operation panel. ⇒ P.91 <i>"PCL Menu"</i>
	Confirm that the setting of orientation has been set in the application you use.
Part of the image cannot be printed.	A paper size which is smaller than those selected in the application is used for printing. Load the correct size of paper.
Network configurations you have made do not become effective.	Turn the printer's power switch off and then on. The configuration sheet of Network Interface Board will be printed automatically. Check the configuration of Network Interface Board with this sheet.

Note

- ☐ If the problem cannot be solved, contact your sales or service representative.

Removing Misfed Paper

When a paper misfeed occurs, an error message appears on the panel display. The procedure you should follow to remove misfed paper depends on the location of the misfeed, which is indicated on the panel display.

⚠ CAUTION:

- When removing misfed paper, do not touch the fusing section because it becomes very hot.

🔧 Important

- ❑ Check the following points if paper continues to misfeed.
 - Confirm that the setting of the paper size dial matches the size and feed direction of the paper loaded in the paper tray.
 - If the friction pad or the paper registration roller is dirty, clean it.⇒ P.73 “Cleaning the Friction Pad”
 - Confirm that the toner cartridge is set correctly.
- ❑ If a paper misfeed still occurs, contact your sales or service representative.
- ❑ Do not leave any torn scraps within the printer.

📝 Note

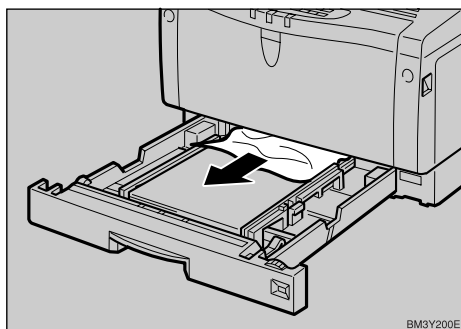
- ❑ Type 1 Printer illustrations are used in this section.
- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.
- ❑ When opening the front cover, you can find two brown levers (fusing unit lock levers) and two blue levers (pressure release levers). It is not necessary for you to use the brown levers when removing the misfed paper. Only use the blue levers (pressure release levers). See “Type 1 Printer: Interior” and “Type 2 Printer: Interior” in the “Setup Guide” for the positions of these levers.

When “Remove Misfeed: Front Cover&Tray” Appears

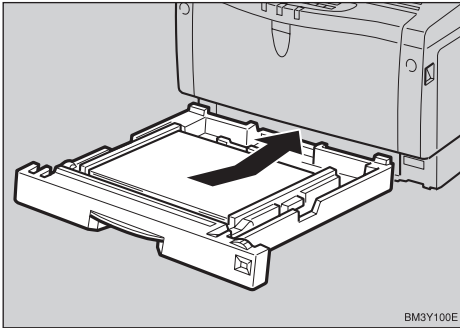
📝 Note

- ❑ You can apply this procedure for both the standard and optional trays including a tray with the envelope feeder.
- ❑ To reset the misfeed condition, open and close the front cover.

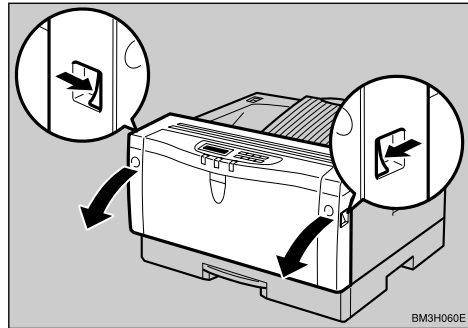
- 1 Slide out the paper tray gently not to tear the misfed paper, and remove misfed paper.



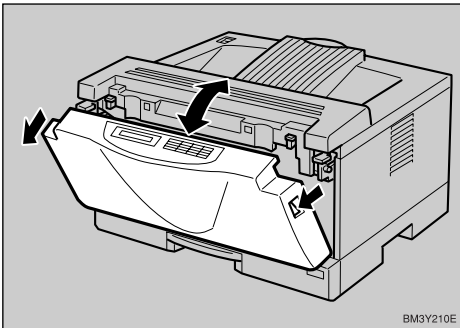
- 2 Slide the paper tray back into the printer until it stops.



- 1 Open the front cover by pulling the front cover release buttons.



- 3 Open the front cover, and then close it to reset the misfeed condition.



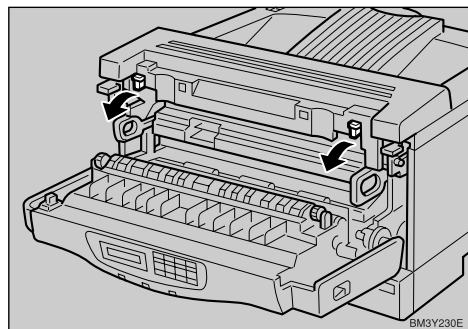
Important

- ❑ If paper is fed from the bypass tray, be sure to remove all the paper from the bypass tray and close it before opening the front cover.

- 2 Push the blue pressure release levers marked with (A).

WARNING:

- **Be careful not to touch the fusing unit as it becomes very hot.**



When “Remove Misfeed: Open Front Cover” Appears

Important

- ❑ Be sure to release the pressure release levers before removing misfed paper, otherwise the printer might be damaged.
- ❑ If you can see misfed paper when opening the front cover, remove misfed paper from the front. If you remove misfed paper from the output tray, the unfused toner might make the inside the printer dirty.

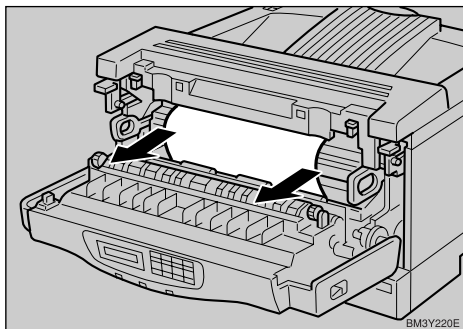
If you cannot find misfed paper in the output tray

- 1 Pull out misfed paper by holding both sides of paper.

WARNING:

- **Be careful not to touch the fusing unit as it becomes very hot.**

4

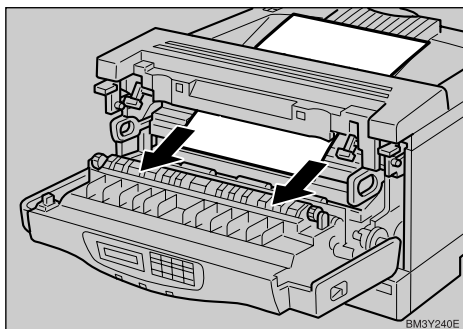


Note

- ❑ Misfed paper might have unfused toner on it. Be careful not to stain your hands with toner.

If you can find misfed paper in the output tray

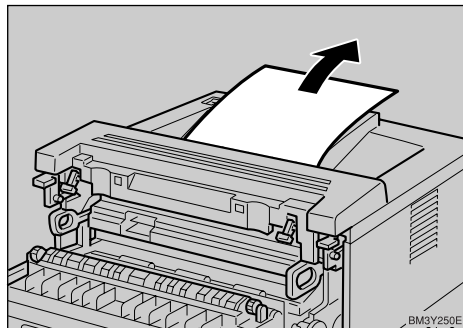
- 1 If you can see misfed paper inside the printer, pull out misfed paper by holding both sides of the paper. Be careful not to touch the fusing unit as it becomes very hot.



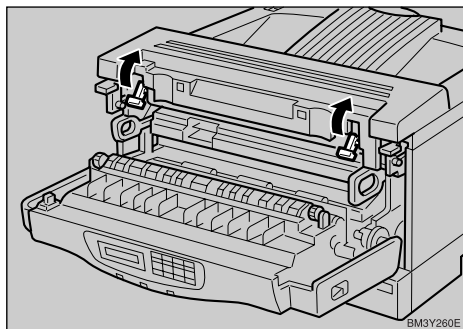
Note

- ❑ Misfed paper might have unfused toner on it. Be careful not to stain your hands with toner.

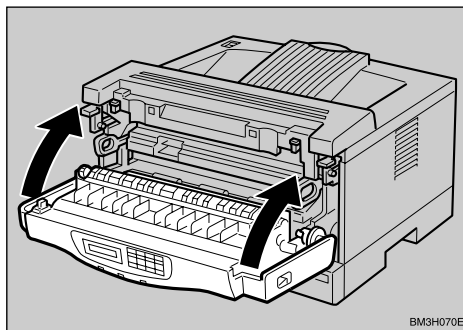
- 2 If you cannot see misfed paper in the previous step, remove misfed paper from the output tray.



- 3 Return the blue pressure release levers marked with (A) to their original positions.



- 4 Close the front cover.



Note

- ❑ Do not close the front cover with force. If you cannot close the front cover easily, check if the pressure release levers are returned to their original positions. If not, return them to their original positions, and try closing the front cover again.

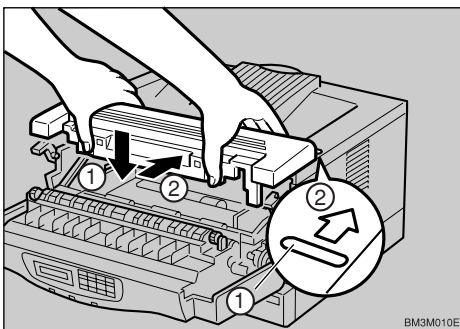
If you uninstall the fusing unit accidentally

Usually, it is not necessary to remove the fusing unit. Follow these steps to reinstall the fusing unit.

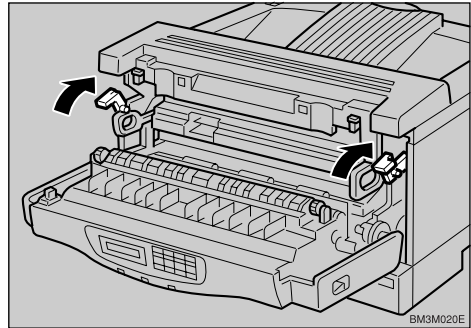
CAUTION:

- The fusing unit becomes very hot. When installing the fusing unit, turn off the printer and wait about 30 minutes. After waiting, install the fusing unit. Not waiting for the unit to cool can result in a burn.

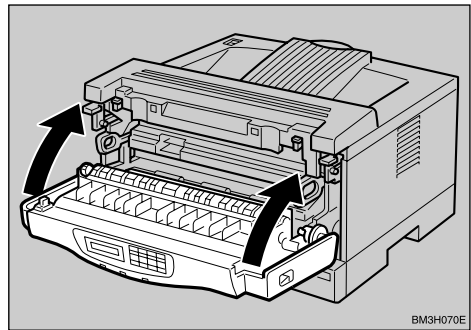
- 1** Turn the printer's power switch off.
- 2** Align the fusing unit with the mark of the printer (①), and then slide it in (②) as shown in the illustration.



- 3** Return the brown fusing unit lock levers to their original positions.



- 4** Close the front cover.



- 5** Turn the printer's power switch on.

Replacing the Toner Cartridge

4

⚠ **WARNING:**

- **Do not incinerate spilled toner or used toner. Toner dust might ignite when exposed to an open flame.**
- **Disposal can take place at our authorized dealer or at appropriate collection sites.**
- **If you dispose the used toner cartridges yourself, dispose of them according to your local regulations.**

⚠ **CAUTION:**

- *The inside of the printer becomes very hot. Do not touch the parts with a label indicating the "hot surface", otherwise it could cause a personal burn.*
- *Do not eat or swallow toner.*
- *Keep toner (used or unused) and toner cartridges out of reach of children.*
- *Our products are engineered to meet the highest standards of quality and functionality. When purchasing expendable supplies, we recommend using only those specified by an authorized dealer.*

When "Low On Toner" appears on the panel display, the toner is almost running out. Prepare a new toner cartridge. If the image density gets too light, replace the toner cartridge with a new one.

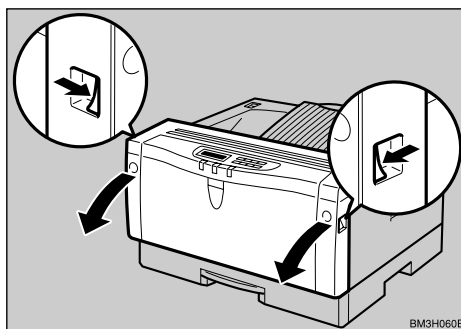
⚡ **Important**

- ❑ Do not expose the toner cartridge to light for a long time. Do not leave the front cover open for a long time. If the toner cartridge is exposed to a light for a long time, the toner cartridge might be damaged and print quality might be reduced.

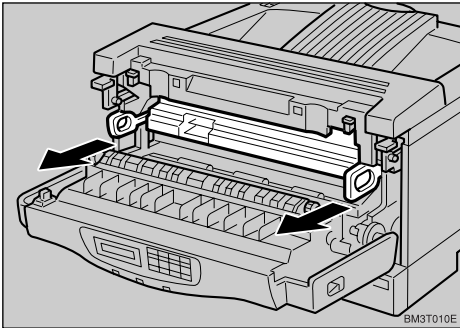
📌 **Note**

- ❑ Do not stand or place the toner cartridge upside-down.
- ❑ The actual number of printed pages you get from a particular toner cartridge depends on the type and size of paper you are using, the contents of the print images, and printing environment conditions. All this means that a toner cartridge might require replacement sooner than the normal life described on P.124 "Consumables".
- ❑ Type 1 Printer illustrations are used in this section.
- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

- 1** Open the front cover by pulling the front cover release buttons.

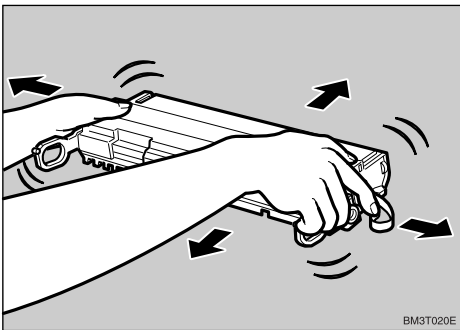


- 2** Pull the used toner cartridge out of the printer by holding the grips of it.



- 3** Take a new toner cartridge from the box.

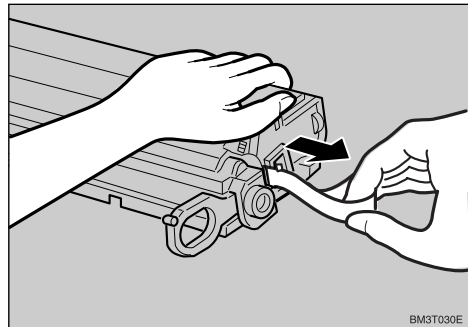
- 4** Hold the toner cartridge as shown in the illustration, and shake it side to side about 7 – 8 times.



Note

- ☐ If the toner cartridge is not shaken enough, toner might not be evenly distributed in the cartridge. In this case, print quality might be reduced.

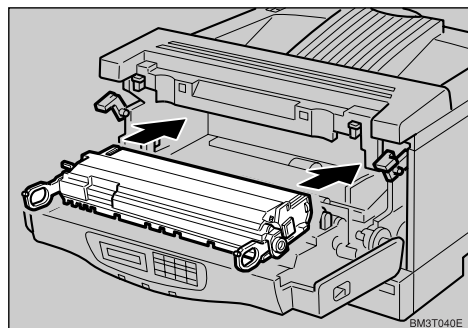
- 5** Place the toner cartridge on a flat surface. Pull out the tape inside the unit horizontally while holding the cartridge with one hand as shown in the illustration.



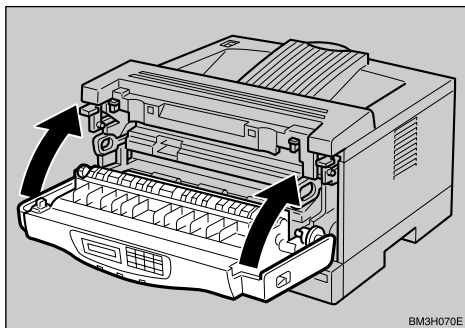
Note

- ☐ Be sure to remove the tape completely before installing the new toner cartridge, otherwise the printer might be damaged.
- ☐ Be sure to pull the tape horizontally. Pulling it upward or downward causes toner scattering.
- ☐ Be careful not to make your cloths dirty with toner.
- ☐ After pulling out the tape from the cartridge, toner scatters easily. Do not shake or give a shock to the cartridge.

- 6** Holding the grips of the cartridge, insert it into the printer until it stops.



7 Close the front cover.



Important

- ☐ Do not close the front cover with force. If you cannot close the cover easily, pull out the toner cartridge from the printer and insert it again. After that, close the front cover again.
- ☐ After installing the new toner cartridge, the first few pages might be printed with light density. If the density does not become darker, see P.63 "*Other Printing Problems*".

Cleaning the Printer

Cleaning the Friction Pad

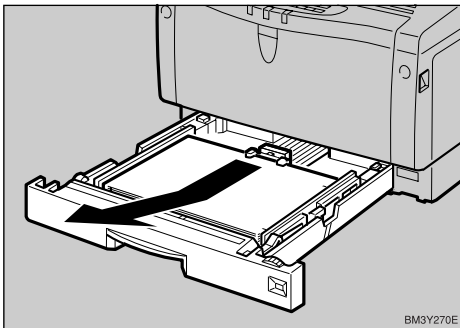
If the friction pad is dirty, a multi-feed or misfeed might occur. In this case, clean the pad as follows:

Type 1 printer

Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

- 1** Slide the paper tray out until it stops. After that, lift it slightly, then pull it out of the printer.

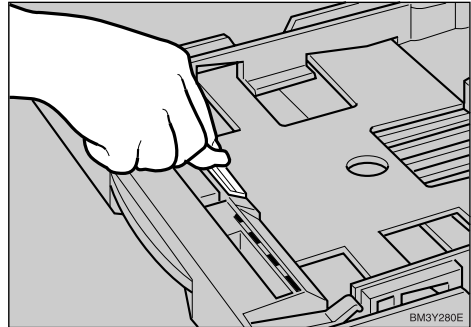


Note

- ❑ Do not touch the three white pins on the right front of the printer.

- 2** Place the tray on a flat surface. Remove paper from the paper tray.

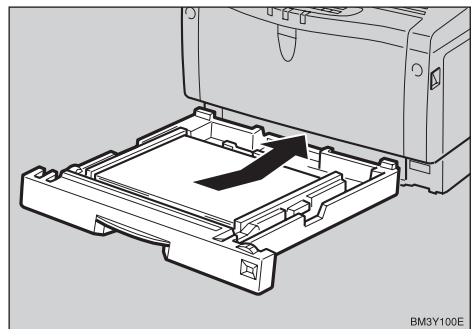
- 3** Wipe the gray or brown part of the friction pad with a soft damp cloth. After that, wipe it with a dry cloth to remove the water.



Important

- ❑ Do not use chemical cleaner or organic solvent such as thinner or benzene.

- 4** Load paper with the print side up into the paper tray. While lifting the front of the tray, insert the paper tray into the printer. Then push it until it stops.



Note

- ❑ If misfeeds or multi-feeds of paper occur after cleaning the friction pad, contact your sales or service representative.
- ❑ Follow the same procedure to clean the friction pad of the optional tray and the envelope feeder.

Type 2 printer

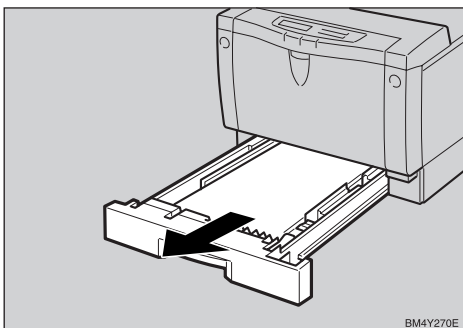
⚠ CAUTION:

- The paper tray does not have a stopper. When pulling it out, be careful not to pull it strongly. If you do, the tray might fall and cause personal injury.

🔧 Note

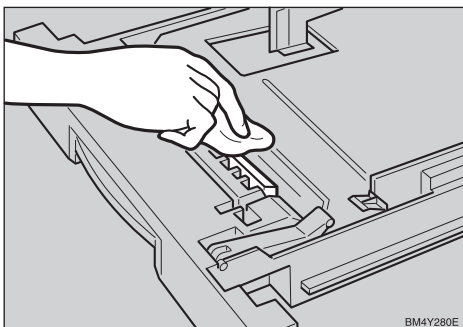
- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

- 1 Slide the paper tray out of the printer.



- 2 Place the tray on a flat surface. Remove paper from the paper tray.

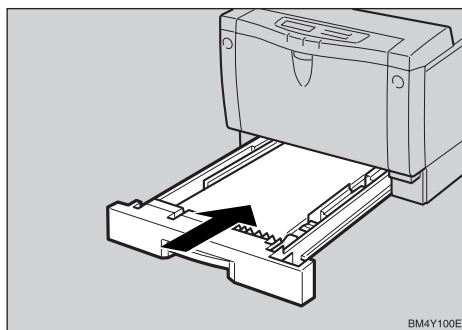
- 3 Wipe the gray or brown part of the friction pad with a soft damp cloth. After that, wipe it with a dry cloth to remove the water.



⚠ Important

- ❑ Do not use chemical cleaner or organic solvent such as thinner or benzene.

- 4 Load paper with the print side up into the paper tray. Insert the paper tray into the printer until it stops.



🔧 Note

- ❑ If misfeeds or multi-feeds of paper occur after cleaning the friction pad, contact your sales or service representative.
- ❑ Follow the same procedure to clean the friction pad of the optional tray and the envelope feeder.

Cleaning the Paper Feed Roller

If the paper feed roller is dirty, a mis-feed might occur. In this case, clean the roller as follows:

⚠ CAUTION:

- When lifting the printer, use the grips on both sides of the printer, otherwise the printer might fall and cause personal injury.
- When you move the printer, unplug the power cord from the wall outlet to avoid a fire or an electric shock.
- When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock.

Type 1 printer**Note**

- See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

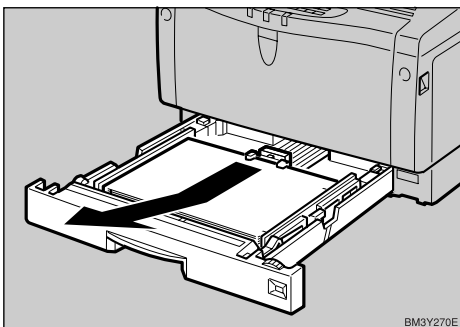
1 Turn the printer's power switch off.

2 Pull out the plug from the socket. Remove all the cables from the printer.

Note

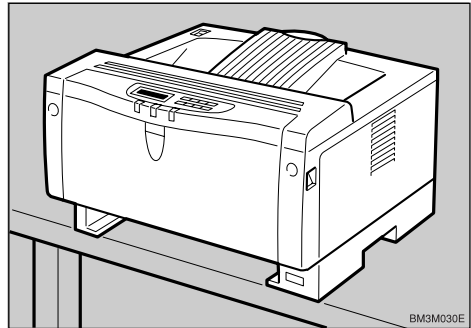
- Do not touch the three white pins on the right front of the printer.

3 Slide the paper tray out until it stops. After that, lift it slightly, then slide it out of the printer.



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4 Move the printer to the edge of a stable table or desk.

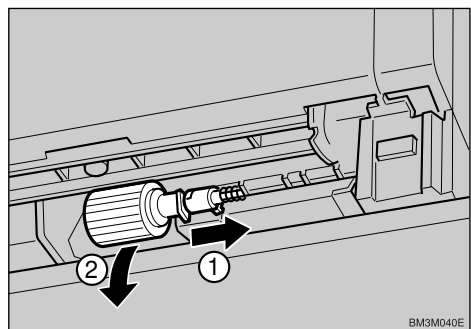


BM3M030E

Important

- Do not put the printer on an unstable or tilted surface.
- If the printer is equipped with the optional tray unit, do not move the printer and unit together as they are not securely attached.
- When lifting the printer, confirm that the optional tray unit is not attached to the printer.

5 Slide the green lock lever to the right (①), so that the paper feed roller can be released (②).



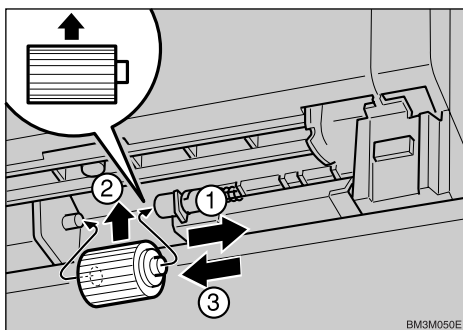
BM3M040E

6 Wipe the rubber part of the roller with a soft damp cloth. After that, wipe it with a dry cloth to remove the water.

Important

- ❑ Do not use chemical cleaner or organic solvent such as thinner or benzene.

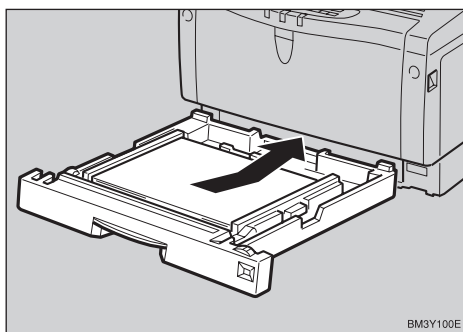
- 7 While sliding the green lock lever to the right (①), set the paper feed roller to its original position (②). After that, return the green lock lever to its original position (③).



Note

- ❑ Confirm that the green lock lever secures the roller correctly by confirming that the roller rotates smoothly.

- 8 Move the printer to the place where it was placed. Set the paper tray into the printer while lifting the front of the tray, then push it in until it stops.



- 9 Insert the plug of the power cord into the wall socket securely. Connect all the cables that were removed in step 2.

Note

- ❑ Follow the same procedure to clean the paper feed roller of the optional tray unit.

- 10 Turn the printer's power switch on.

Type 2 printer

CAUTION:

- The paper tray does not have a stopper. When pulling it out, be careful not to pull it strongly. If you do, the tray might fall and cause personal injury.

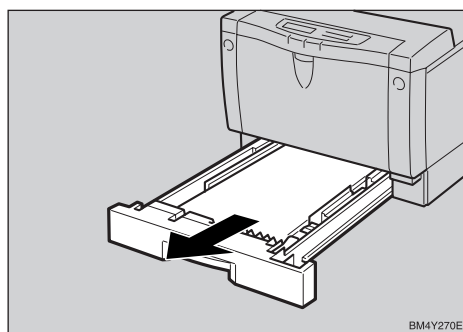
Note

- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

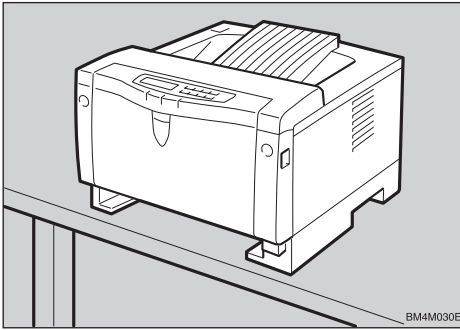
- 1 Turn the printer's power switch off.

- 2 Pull out the plug from the socket. Remove all the cables from the printer.

- 3 Slide the paper tray out of the printer.



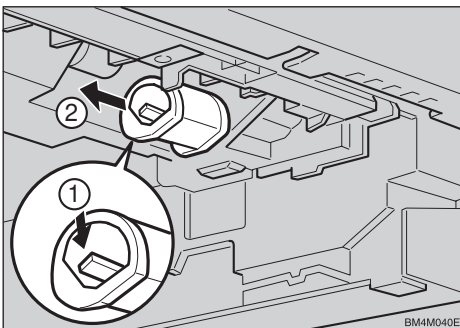
- 4** Move the printer to the edge of a stable table or desk.



Important

- ☐ Do not put the printer on an unstable or tilted surface.
- ☐ If the printer is equipped with the optional tray unit, do not move the printer and the optional tray unit together as they are not securely attached.
- ☐ When lifting the printer, confirm that the optional tray unit is not attached to the printer.

- 5** Pick the stopper inside the roller with your fingers (①), and slide it to the left, so that the paper feed roller can be released (②).

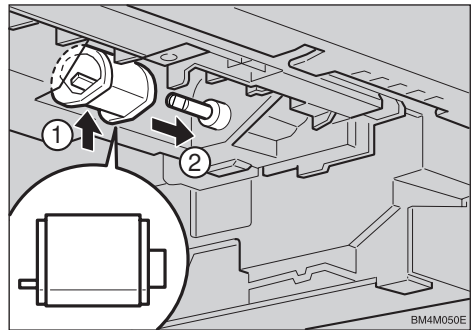


- 6** Wipe the rubber part of the roller with a soft damp cloth. After that, wipe it with a dry cloth to remove the water.

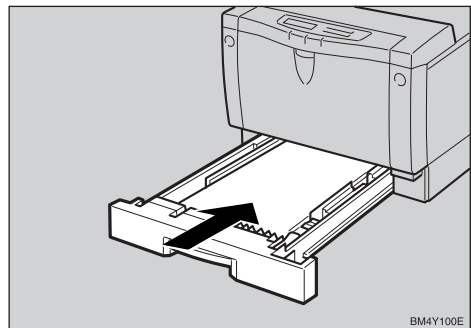
Important

- ☐ Do not use chemical cleaner or organic solvent such as thinner or benzene.

- 7** With the round part of the roller up (①), insert the roller into the shaft until the roller clicks (②).



- 8** Move the printer to the place where it was installed. Insert the paper tray into the printer until it stops.



- 9** Insert the plug of the power cord into the wall socket securely. Connect all the cables that were removed in step 2.

Note

- ☐ Follow the same procedure to clean the paper feed roller of the optional tray unit.

- 10** Turn the printer's power switch on.

Cleaning the Registration Roller (Type 1 Printer only)

If the registration roller is dirty, a mis-feed might occur. In this case, clean the roller as follows:

⚠ **WARNING:**

- **Be sure to turn off the printer's power switch and wait for about 30 minutes before cleaning the registration roller. Not waiting for the printer to cool down can result in a burn.**

⚠ **CAUTION:**

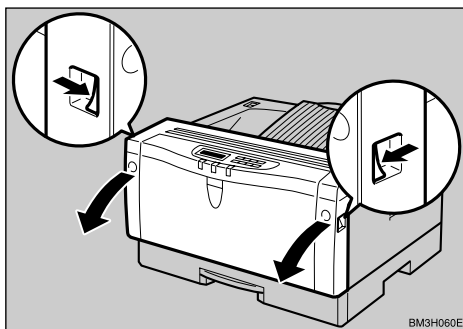
- **The inside of the printer becomes very hot. Do not touch the parts with a label indicating the "hot surface", otherwise it could cause a burn.**

🔧 **Note**

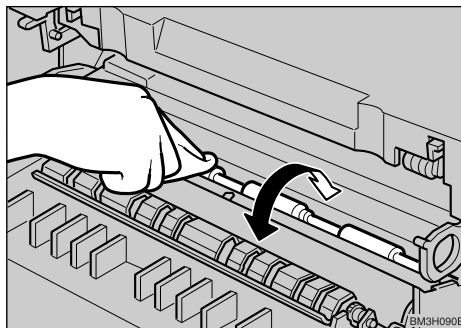
- ❑ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

1 Turn the printer's power switch off.

2 Open the front cover by pulling the front cover release buttons.



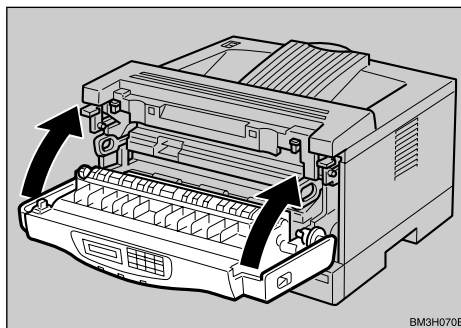
3 Wipe the three rubber parts of the rollers with a soft damp cloth. After that, wipe them with a dry cloth to remove the water.



⚠ **Important**

- ❑ Do not use chemical cleaner or organic solvent such as thinner or benzene.

4 Close the front cover.



5 Turn the printer's power switch on.

5. Making Printer Settings with the Operation Panel

Menu Chart

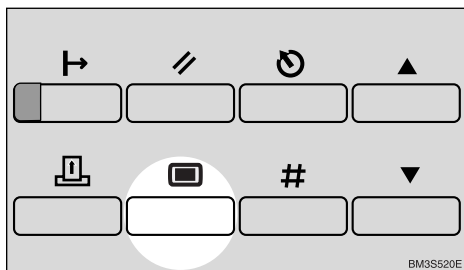
This section describes how to change the default settings of the printer and provides information on the parameters included in each menu.

Category	Function menu	
Job Control ⇒ P.86	Paper Input	Tray Priority
		Tray Locking
		Paper Size
		Thick Paper
	Print Quality	EdgeSmoothing
		Resolution
		Image Density
		Toner Saving
	System	Copies
		I/O Timeout
		Energy Saver
		Auto Continue
		Page Protect
	PCL Menu	Orientation
		Form Length
		Font Source
		Font Number
		Font Height
		Font Pitch
	PS Menu	Print PS Err. (Print PS Error)
	Symbol Set	

Category	Function menu	
Host Interface ⇒ P.93	Printer Lang. (Printer Language)	
	Network Setup	IP Address
		Subnet Mask
		Gateway
	RS232C Setup	Baud Rate
		Parity
		Flow Control
		Data Bits
		Stop Bits
		DTR Polarity
Maintenance ⇒ P.95	System Reset	
	Menu Reset	
	Hex Dump	
	PM Clear	
	HDD Format	
List Print ⇒ P.96	Config. Page	
	PCL Font List	
	PS Font List	
	DiskDirectory	

Accessing the Main Menu

Press **[Menu]**, and “Main Menu” appears.

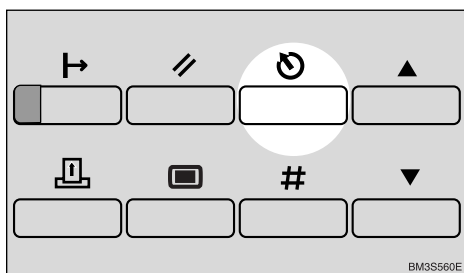


“Main Menu” has the following four menu items, which can be displayed one by one using **[▲]** or **[▼]**.

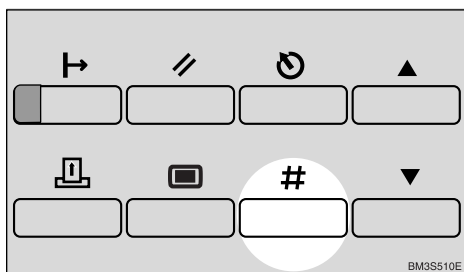
- Job Control
- Host Interface
- Maintenance
- List Print

Note

- ☐ **[▼]**: Press to go to the next page.
- ☐ **[▲]**: Press to go back to the previous page.
- ☐ After making the printer settings, be sure to return to the previous menu by pressing **[Escape]**.



- ☐ After making the printer settings, press **[Enter #]** to return to the ready condition.



- ☐ The revised settings are not canceled even if the printer's power switch is turned off.

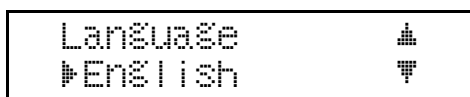
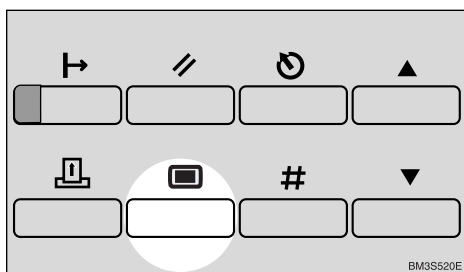
Selecting the Panel Display Language

Select a language following the procedures described below. The message for the selected language will appear on the panel display.

Note

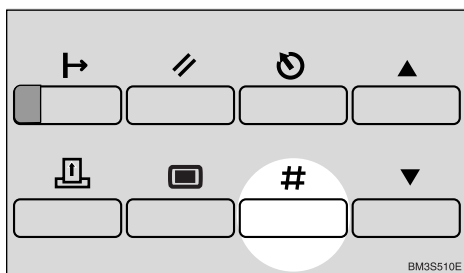
- ☐ The default setting is English.
- ☐ If you want to use the English panel display, the following procedures are unnecessary.

1 Turn on the printer's power switch while pressing **[Menu]**, until the following message appears on the panel display.

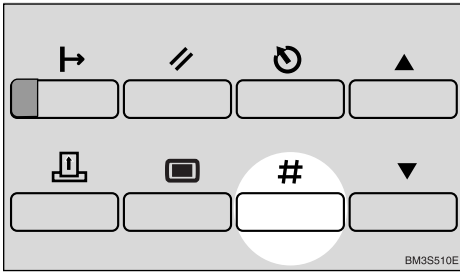


2 Press **[▲]** or **[▼]** until the language you want to select appears on the panel display.

3 Press **[Enter #]**.



4 Press **【Enter #】**.

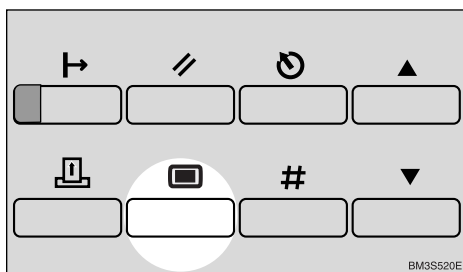


The settings are applied and the ready message appears on the panel display.

5

Making Printer Settings with the Operation Panel

- 1** Press **[Menu]**.



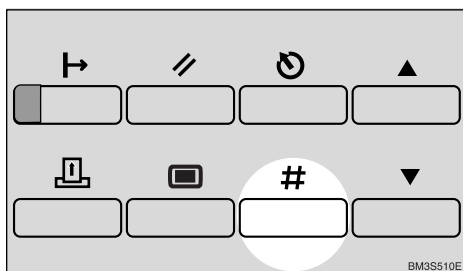
"Main Menu" appears.

5

- 2** Search for the desired menu using **[▲]** or **[▼]**.

The desired menu item appears.

- 3** Press **[Enter #]**.



- 4** Search for the desired menu using **[▲]** or **[▼]**.

The desired menu item or parameter appears.

Note

- ☐ "▶" shown in front of the tray name indicates the tray that is currently selected.

- 5** Press **[Enter #]**.

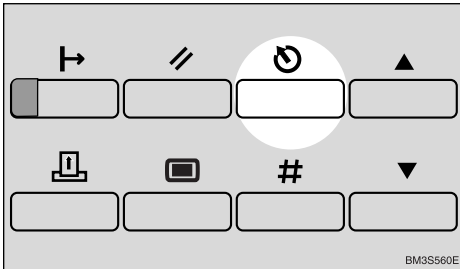
The selected item appears on the panel display.

- 6** If necessary, repeat steps **4** and **5** until you complete the desired settings.

 Note

- **【Escape】**: Press to return to the previous menu. If you press **【Escape】** before pressing **【Enter #】**, the adjusted data is canceled.

◆ **【Escape】**



Job Control Menu

There are six menu items in the “Job Control” Menu.

- Paper Input
- Print Quality
- System
- PCL Menu
- PS Menu
- Symbol Set

Job Control Parameters

❖ Paper Input ¹/₂

Menu	Description
Tray Priority	You can set which tray should be searched first when “Auto Select” is selected in the Paper Source selections using the printer driver. In DOS printing, the tray selected here is used, when no tray is selected for a print job. Bypass Tray, Tray1, Tray 2, Tray 3  Note ☐ Default: <i>Tray1</i> ☐ Only the installed trays appear on the panel display. ☐ It is recommended that you load paper having the size and direction you frequently use in the tray selected with “Tray Priority”.
Tray Locking	If you use several different kinds of paper, you can lock a tray to prevent printing on wrong paper such as letterhead or colored paper. When “Auto Select” is selected in the Paper Source selections using the printer driver, the locked tray will not be used. None, Bypass Tray, Tray1, Tray 2, Tray 3  Note ☐ Default: <i>None</i> ☐ Only the installed trays appear on the panel display. ☐ You cannot lock multiple trays at once. ☐ If you want to use the locked tray, you must select the tray using a printer driver. ☐ When a locked tray is selected using the printer driver, the printer does not search for any other tray.

❖ Paper Input $\frac{2}{2}$

Menu	Description
Paper Size	You should set the paper size for the bypass tray, optional envelope feeder, and for those not indicated on the paper size dials of the Tray 1, Tray 2 and Tray 3. When you select the sizes that are not indicated on the paper size dial of Tray 1, Tray 2 or Tray 3, you should set the dial to “✱” and then select the paper size here. Tray 1 of Type 1 Printer does not support “✱” settings. The dial settings override settings made here. ❖ Bypass Tray For more information about paper sizes that can be set in the bypass tray, see P.17 “<i>Paper and Other Media Supported by this Printer</i>”. ❖ Tray1 For more information about paper sizes that can be set in Tray 1, see P.17 “<i>Paper and Other Media Supported by this Printer</i>”. ❖ Tray 2 (option) For more information about paper sizes that can be set in Tray 2, see P.17 “<i>Paper and Other Media Supported by this Printer</i>”.  Note ☐ When the optional envelope feeder is not installed, you should not set the size for envelopes. ❖ Tray 3 (option, Type 1 Printer only) For more information about paper sizes that can be set in Tray 3, see P.17 “<i>Paper and Other Media Supported by this Printer</i>”.
Thick Paper	You can enhance image quality for printing on thick paper. When the toner is not fused enough, set this function to “On”. If the image is blurred, set it to “----”. • Off • On • ----  Note ☐ Default: Off ☐ You do not have to set this function to “On” or “----” every time you use thick paper. Try printing with this function off, and if you want to enhance image quality, adjust it using this function.

❖ Print Quality

Menu	Description
EdgeSmoothing	You can set whether Edge Smoothing is enabled. • On • Off  Note ☐ Default: <i>On</i> ☐ If “Toner Saving” is “On”, “EdgeSmoothing” is ignored even if it is “On”. ☐ “EdgeSmoothing” is not effective when 1200 dpi resolution is selected.
Resolution	You can set the print resolution in dots per inch. • 300 dpi (PCL 5e, PS) • 600 dpi (PCL 5e, PCL 6, PS) • 1200 dpi (PCL 6, PS)  Note ☐ Default: <i>600 dpi</i> ☐ The resolution selected with the printer driver overrides the one selected here.
Image Density	You can set the print image density. Very Light, Light, Normal, Dark, Very Dark  Note ☐ Default: <i>Normal</i>
Toner Saving	You can select whether or not Toner Saving is enabled. • Off • On  Note ☐ Default: <i>Off</i> ☐ If “Toner Saving” is “On”, “EdgeSmoothing” is ignored even if it is “On”.

❖ System ¹/₂

Menu	Description
Copies	You can set how many copies are printed. 1- 999  Note ☐ Default: 1
I/O Timeout	You can set how many seconds the printer should wait before ending a print job. If data from other ports often appear in the middle of the print job, you should increase the timeout value. 15 seconds, 30 seconds, 60 seconds, 180 seconds, 300 seconds  Note ☐ Default: 30 seconds
Energy Saver	You can set how many minutes or hours the printer wait before switching to Energy Saver mode. Energy Saver mode reduces electric power consumption. Off, 15 minutes, 30 minutes, 1 hour, 2 hours, 3 hours  Note ☐ Default: 30 minutes ☐ If there is an error in the printer, the printer will not turn into Energy Saver mode. ☐ When the printer switches to Energy Saver mode, the Power indicator turns off, while the On Line indicator stays on.

❖ System 2½

Menu	Description
Auto Continue	You can set whether or not Auto Continue is enabled. When it is set to "On", the printing continues even if the following error messages appear on the display. "Load Tray XX {paper size}" / "Load Bypass Tray {paper size}" / "Print Overrun" / "Memory Overflow" • Off • On  Note ☐ When it is "On", and certain type of error occurs, the current job might be canceled, and the printer automatically resumes the next job. ☐ Default: <i>Off</i>
Page Protect	When a "Print Overrun" message appears on the panel display, set this function to "On", and press [Enter #] for all pages to be printed. • Auto • On  Note ☐ Default: <i>Auto</i>

❖ PCL Menu

Menu	Description
Orientation	You can set the page orientation. • Portrait • Landscape  Note ☐ Default: <i>Portrait</i>
Form Length	You can set the number of lines per page. 5-128  Note ☐ Default: <i>64 (Metric version), 60 (Inch version)</i>
Font Source	You can set the location of the default font. • Internal • Download  Note ☐ Default: <i>Internal</i> ☐ "Download" appears only fonts are downloaded on the RAM. ☐ When you select "Download", you can select only downloaded fonts on the RAM.
Font Number	You can set the value for the default font you want to use. • 0 to 50 (for Internal) • 1 to 50 (for Download source)  Note ☐ Default: <i>0 (for Internal)</i>
Font Height	You can set the value for the point size you want to use for the selected font. 4.00 to 999.75 by 0.25  Note ☐ Default: <i>12.00</i>
Font Pitch	You can set the number of characters per inch you want to use for the selected font. 0.44 to 99.99 by 0.01  Note ☐ Default: <i>10.00</i>

❖ PS Menu

Menu	Description
Print PS Err. (Print PS Errors)	You can set whether the PS error sheet should be printed out. • On • Off  Note ☐ Default: <i>Off</i>

❖ Symbol Set

Menu	Description
Symbol Set	You can set the set of print characters for the selected font. The available options are as follows. Roman8, ISO L1, ISO L2, ISO L5, ISO L6, PC-8, PC-8 dn, PC-850, PC-852, PC-8 tk, PC-775, PC-1004, Win L1, Win L2, Win L5, Win BALT, Desktop, PS Text, MS Publ, Math-8, PS Math, Pifont, Legal ISO 4, ISO 6, ISO 11, ISO 15, ISO 17, ISO 21, ISO 60, ISO 69, Win 3.0, MC Text  Note ☐ Default: <i>Roman8</i>

Host Interface Menu

There are three menu items in the “Host Interface” menu.

- Printer Lang. (Printer Language)
- Network Setup. See “*Configuring the Printer for the Network with the Operation Panel*” in the “Setup Guide”.
- RS232C Setup

Note

- ☐ This “Network Setup” menu appears only when you are using optional Network Interface Board.
- ☐ This “RS232C” menu appears only when you are installing the RS232C board.

Host Interface Parameters

❖ Printer Lang. (Printer Language)

Menu	Description
Printer Lang. (Printer Language)	You can set the printer language you want to use for the print jobs. When “Auto Sense” is selected, the printer will automatically switch from one language to the right one. • Auto Sense • PCL • PS  Note ☐ Default: <i>Auto Sense</i>

❖ Network Setup

Menu	Description
IP Address	You can set the IP Address.  Note ☐ Default: <i>All zero</i>
Subnet Mask	You can set the Subnet Mask.  Note ☐ Default: <i>255.000.000.000</i>
Gateway	You can set the Gateway Address.  Note ☐ Default: <i>All zero</i>

❖ RS232C Setup

Menu	Description
Baud Rate	You can set Baud Rate. 300, 600, 1200, 2400, 4800, 9600, 19200, 38400  Note ☐ Default: 9600
Parity	You can set Parity. • None • Odd • Even  Note ☐ Default: <i>None</i>
Flow Control	You can set Flow Control. • Xon/Xoff • DTR • DTR+Xon/Xoff • DTR+RTS  Note ☐ Default: <i>Xon/Xoff</i>
Data Bits	You can set Data Bits. • 8 • 7  Note ☐ Default: 8
Stop Bits	You can set Stop Bits. • 1 • 2  Note ☐ Default: 1
DTR Polarity	You can set DTR Polarity. • High • Low  Note ☐ Default: <i>High</i>

Maintenance Menu

There are five menu items in the “Maintenance” Menu.

- System Reset
- Menu Reset
- Hex Dump
- PM Clear
- HDD Format



Note

- ☐ This “HDD Format” menu appears only when you are installing the HDD.

Maintenance Parameters

❖ Maintenance

5

Menu	Description
System Reset	You can initialize the printer.
Menu Reset	You can reset the menu settings to the factory defaults.
Hex Dump	You can set to isolate the source of a print job problem. With this function “On”, all data sent to the printer is printed in hexadecimal character representation. • On • Off Note ☐ Default: <i>Off</i>
PM Clear (Type 2 Printer only)	After replacing the parts included in the Maintenance Kit, use this setting to clear the “Change Maintenance Kit” message on the panel display.
HDD Format	You should perform the “HDD Format” after installing it to the printer. Reference See “Type 1 Printer: Installing the Hard Disk Drive Type 2000” in “Setup Guide”. See “Type 2 Printer: Installing the Hard Disk Drive Type 2000” in “Setup Guide”.

List Print Menu

There are four menu items in the “List Print” Menu.

- Config. Page
- PCL Font List
- PS Font List
- DiskDirectory



Note

- ☐ This “DiskDirectory” menu appears only when you are installing the HDD.

List Print Parameters

5

◆ List Print

Menu	Description
Config. Page	You can print a Configuration Page.
PCL Font List	You can print a PCL Font List.
PS Font List	You can print a PS Font List.
DiskDirectory	The list of PostScript font downloaded to the HDD.

Printing a Configuration Page

You can confirm that the current configuration of the printer by printing a configuration page.

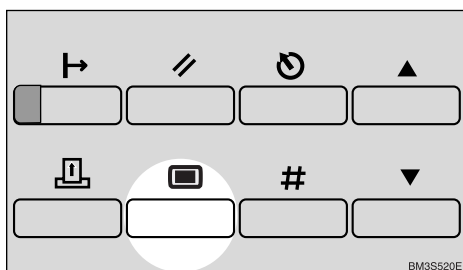


Reference

For more information about the items of a configuration page, see P.98 “*Interpreting the Configuration Page*”.



Press **[Menu]**.



The following message appears on the panel display.

```

Main Menu:  ▲
Job Control ▼

```

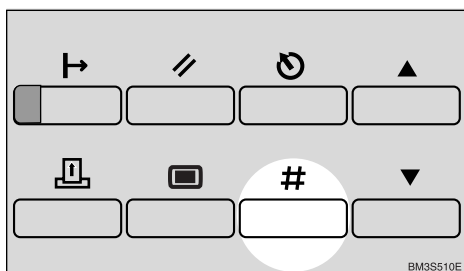
- 2** Press [▼] or [▲] until the following message appears on the panel display.

```

Main Menu:  ▲
List Print  ▼

```

- 3** Press [Enter #].



The following message appears on the panel display.

```

List Print:  ▲
1.Config. Page ▼

```

- 4** Press [Enter #].

The following message appears on the panel display.

```

Config. Page:
Press Enter Key

```

- 5** Press [Enter #].

In a short time, the printing a configuration page will start.

Important

- ☐ If you cannot complete printing a configuration page correctly, check if an error message appears on the panel display. For more information about error messages, see P.51 "Error & Status Messages on the Operation Panel"

Interpreting the Configuration Page

Reference

❖ Firmware Version

Shows the version number of the printer firmware.

❖ Engine version

Shows the version number of the printer engine.

❖ Pages Printed

Shows the total number of pages printed by the printer to date.

❖ Maintenance Counter

Shows the counter indicating the length of time the machine has been in use.

❖ Total Installed RAM

Shows the total amount of memory (SDRAM) installed on the printer.

❖ Hard Disk

This item appears when the optional hard disk drive is installed.

❖ Network Card

This item appears when optional Network Interface Board is installed.

Paper Input

Shows the settings you make with “Paper Input” of the “Job Control” menu.

Reference

For more information about “Paper Input”, see P.86 “*Paper Input* ¹/₂” and P.87 “*Paper Input* ²/₂”.

Print Quality

Shows the settings you make with “Print Quality” of the “Job Control” menu.

Reference

For more information about “Print Quality”, see P.88 “*Print Quality*”.

System

Shows the settings you make “System” of the “Job Control” menu.

Reference

For more information about “System”, see P.90 “*System* ²/₂”.

PCL Menu

Shows the settings you make with “PCL Menu” of the “Job Control” menu.

Reference

For more information about “PCL Menu”, see P.91 “*PCL Menu*”.

Host Interface

❖ **Printer Lang. (Printer Language)**

Shows the printer languages selected with “Printer Lang.” of the “Host Interface” menu.

Reference

For more information about “Printer Lang.”, see P.93 “*Printer Lang. (Printer Language)*”.

❖ **Network Setup**

This item appears when optional Network Interface Board is installed. Shows the configuration set with “Network Setup” of the “Host Interface” menu.

Reference

For more information about “Network Setup”, see P.93 “*Network Setup*”.

❖ **RS232C Setup**

This item appears when the optional RS232C board is installed.

Ethernet

This item appears when optional Network Interface Board is installed. Shows the network configuration you set and other optional Network Interface Board information.

PostScript

Shows the version of PostScript on the printer. Also you can see the settings of “PS Menu” of the “Job Control” menu.

Reference

For more information about “PS Menu”, see P.92 “*PS Menu*”.

Replacing Parts

The maintenance kit includes parts necessary for maintaining the printer. When “Change Maintenance Kit” appears on the panel display, install the replacement parts included in the maintenance kit.

WARNING:

- ***It is dangerous to handle the plug with wet hands. Doing this may result in receiving an electric shock.***

CAUTION:

- *The inside of the printer becomes very hot. Do not touch the parts with a label indicating the “hot surface”, otherwise it could cause a personal burn.*
- *When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing fire or electric shock.*
- *Be sure to turn off the printer and wait about 30 minutes before replacing parts. Not waiting for the printer to cool down can result in a burn.*
- *Type 2 Printer: The paper tray does not have a stopper. When sliding it out, be careful not to slide it strongly. If you do, the tray might fall and cause personal injury.*

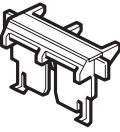
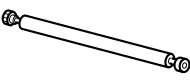
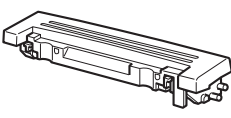
Note

- ☐ If you dispose of the used parts yourself, dispose of them according to local regulations.

Type 1 Printer: Maintenance Kit Type 2000

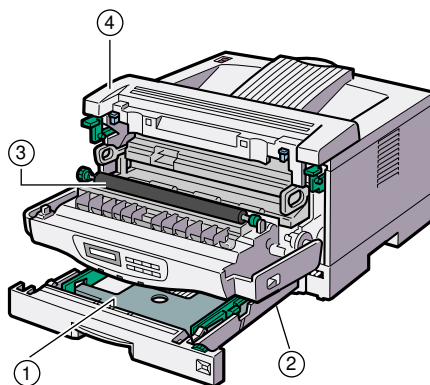
Checking the contents of the box

Check the contents of the box according to the following list. If one or more items are missing, contact your sales or service representative.

Description	Quantity		
Friction pad	1 pc		⇒ P.103 "Replacing the friction pad"
Paper feed roller	3 pcs		Note ☐ One is for the standard tray, and the rest is for the trays of the optional paper feed units. ⇒ P.104 "Replacing the paper feed rollers"
Transfer roller	1 pc		⇒ P.105 "Replacing the transfer roller"
Gloves	1 pair		
Fusing Unit	1 pc		⇒ P.106 "Replacing the fusing unit"

Replacement parts

You should replace all the parts included in the maintenance kit at the same time. Be sure to replace them in the following order:



TS3M071E

- ① Friction pad
- ② Paper feed roller
- ③ Transfer roller
- ④ Fusing unit

Preparing to replace the parts

Important

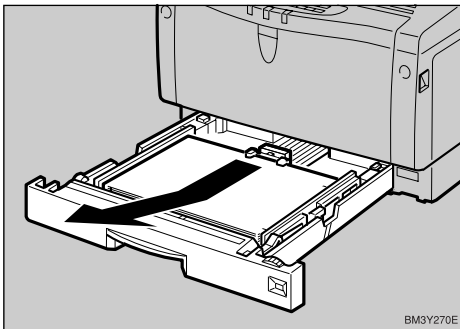
- ☐ Be sure to follow the steps below before replacing the parts.

- 1** Turn the printer's power switch off.
- 2** Pull the plug out of the wall socket.
- 3** Remove the interface cable from the printer.

Replacing the friction pad

Replace the friction pad of the standard tray (tray 1). It is not necessary to replace the friction pad of the optional paper tray(s).

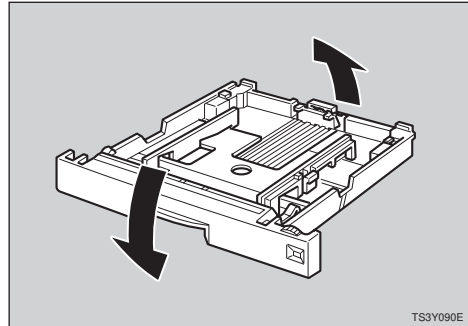
- 1** Slide the tray until it stops. After that, lift it slightly, then slide it out of the printer.



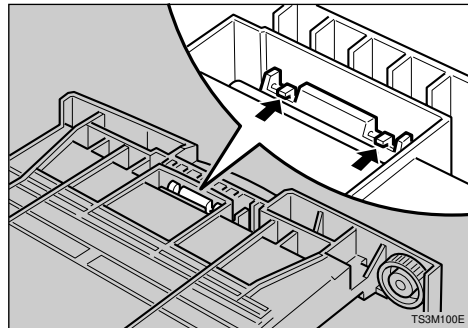
Note

- ☐ Do not touch the three white pins on the right side of the printer.

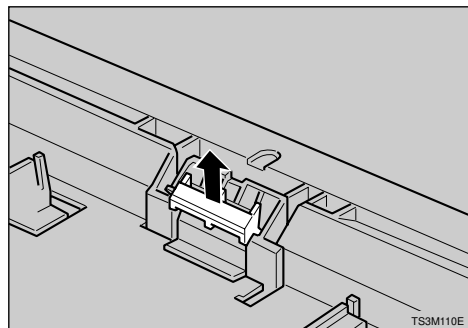
- 2** Remove paper from the paper tray. Turn the tray upside down and place it on a flat surface.



- 3** Release the two black catches, that lock the friction pad, using a sharp-pointed item such as a ball-point pen.

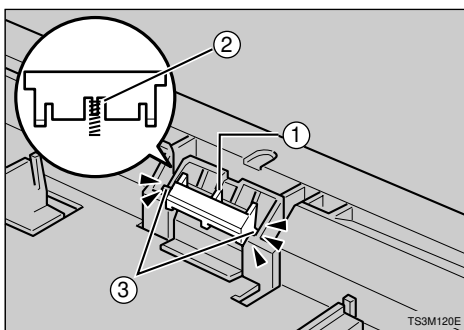


- 4** Turn the paper tray to the original position, and remove the friction pad from the tray.



- 5** Insert the new friction pad in the paper tray. When inserting, note the following:

- ❶ The three triangular projections should be facing toward the front of the tray as shown in the illustration.
- ❷ Align the center projection of the new friction pad to the spring of the paper tray.
- ❸ Also, align the projections of both sides of the friction pad to the holes of the paper tray as shown in the illustration.



- ❷ Push the friction pad until it locks securely.

❗ Important

- ☐ Confirm that the friction pad is set correctly, gently push it a few times. If the friction pad rebounds with the force of the spring, the pad has been set correctly.

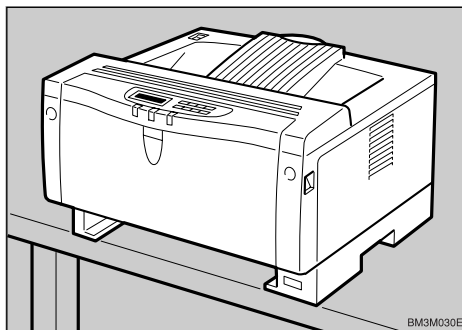
- ❸ Leave the paper tray pulled out and go to P.104 "Replacing the paper feed rollers".

Replacing the paper feed rollers

⚠ CAUTION:

- When lifting the printer, use the inset grips on both sides of the printer, otherwise the printer might fall and cause personal injury.

- ❶ Move the printer to the edge of a sturdy and stable table or desk.



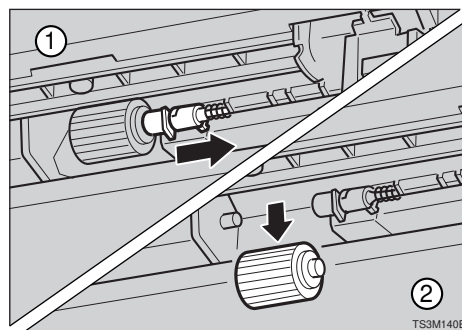
❗ Important

- ☐ Do not put the printer on an unstable or tilted surface.

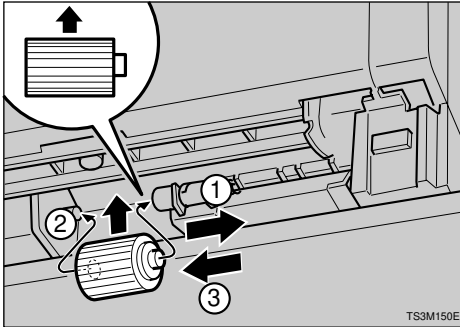
📌 Note

- ☐ If the printer is equipped with the optional paper feed unit, do not move the printer and the unit together as they are not securely attached.

- ❷ When looking inside where the paper tray was installed, you can see the paper feed roller. Slide the green lock lever to the right (❶), so that the paper feed roller will be released (❷).



- 3** Set the new paper feed roller. While sliding the green lock lever to the right (①), set the new roller (②). After that, return the green lock lever to its original position (③).



Note

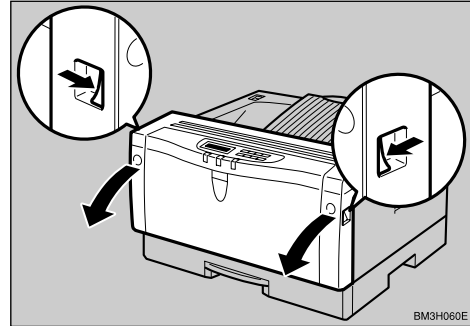
- ☐ Confirm that the green lock lever secures the roller correctly by checking if the new roller rotates smoothly.

- 4** If the printer is equipped with the optional paper feed unit(s), follow the same procedure to replace the paper feed roller of the optional paper feed unit(s).

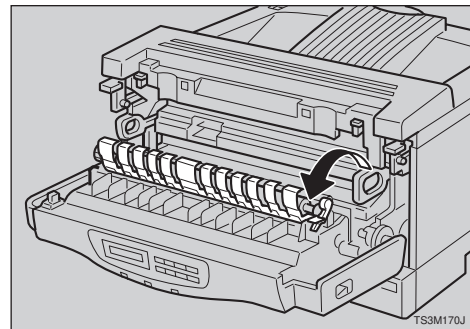
- 5** Leave the paper tray pulled out and go to P.105 "Replacing the transfer roller".

Replacing the transfer roller

- 1** Open the front cover by pulling the front cover release buttons.

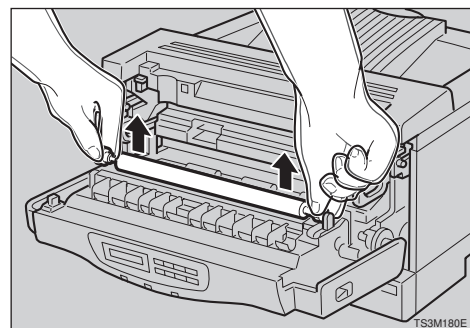


- 2** Open the transfer roller cover.

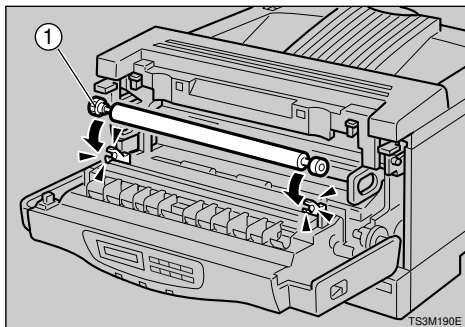


- 3** Wear the gloves included in the maintenance kit to avoid making your hands dirty with toner on the transfer roller.

- 4** Hold the green parts of the roller on both sides, and remove the roller from the printer as shown in the illustration.



- 5** Insert the new transfer roller. When placing it, the green gear of the roller should be positioned on the left (①) as shown in the illustration.



- 6** Close the transfer roller cover.

- 7** Take the gloves off. Leave the paper tray pulled out and the front cover opened, go to P.106 "Replacing the fusing unit".

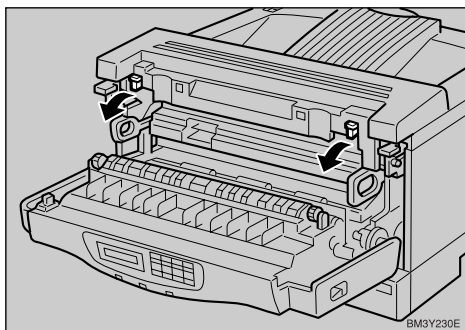
6

Replacing the fusing unit

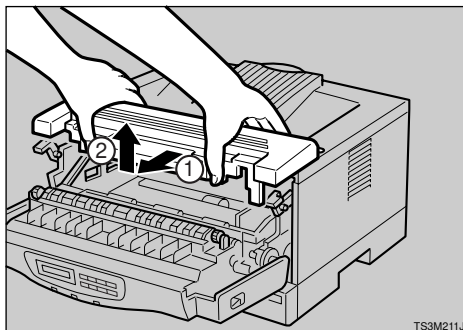
⚠ CAUTION:

- The fusing unit becomes very hot. When installing the new fusing unit, turn off the printer and wait about 30 minutes. After that, install the new fusing unit. Not waiting for the unit to cool down can result in a burn.

- 1** Push the brown fusing unit lock levers.



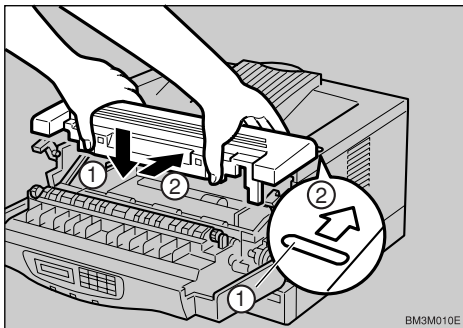
- 2** Slide the fusing unit toward you (①), and remove it from the printer (②) as shown in the illustration.



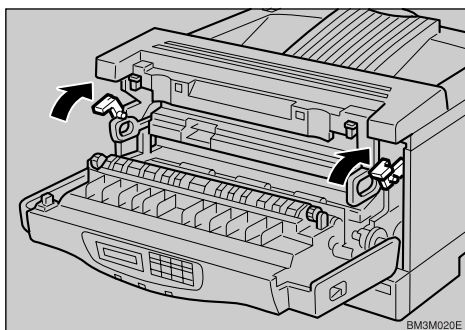
Note

- Be careful not to drop the fusing unit.

- 3** Align the new fusing unit with the mark on the printer (①), and then slide it in (②) as shown in the illustration.



- 4** Return the brown fusing unit lock levers to their original positions.



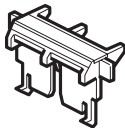
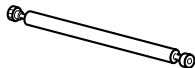
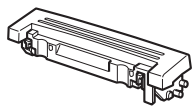
- 5** Close the front cover.

You can confirm that the printer works properly by printing a configuration page. ⇒ P.96 "List Print Menu"

Type 2 Printer: Maintenance Kit Type 1400

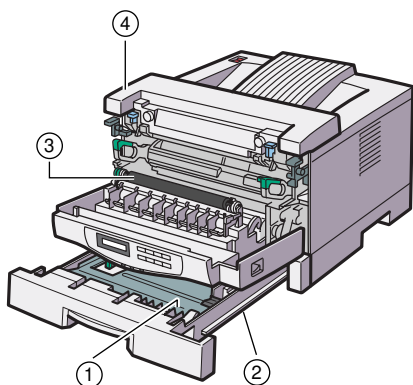
Checking the contents of the box

Check the contents of the box according to the following list. If one or more items are missing, contact your sales or service representative.

Description	Quantity		
Friction pad	1 pc		⇒ P.108 "Replacing the friction pad"
Paper feed roller	1 pc		⇒ P.109 "Replacing the paper feed roller"
Transfer roller	1 pc		⇒ P.110 "Replacing the transfer roller"
Gloves	1 pair		
Fusing Unit	1 pc		⇒ P.111 "Replacing the fusing unit"

Replacement parts

You should replace all the parts included in the maintenance kit at the same time. Be sure to replace them in the following order:



TS4M071E

6

- ① Friction pad
- ② Paper feed roller
- ③ Transfer roller
- ④ Fusing unit

Preparing to replace the parts

Important

- ☐ Be sure to follow the steps below before replacing the parts.

- 1** Turn the printer's power switch off.
- 2** Pull the plug out of the wall socket.
- 3** Remove the interface cable from the printer.

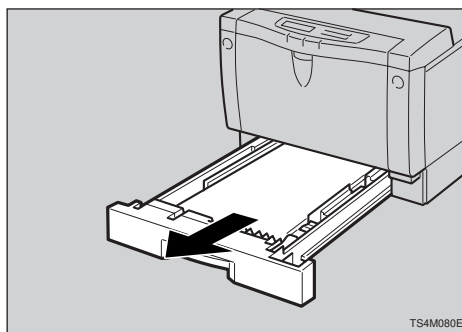
Replacing the friction pad

Replace the friction pad of the standard tray (tray 1). It is not necessary to replace the friction pad of the optional paper tray(s).

CAUTION:

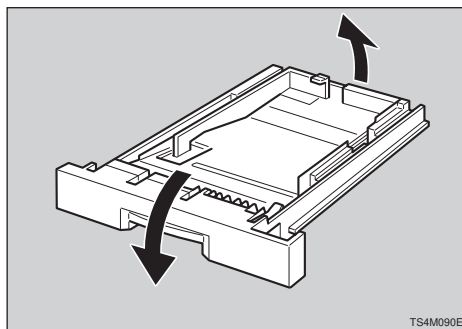
- The paper tray does not have a stopper. When pulling it out, be careful not to pull it strongly. If you do, the tray might fall and cause personal injury.

- 1** Slide the tray out of the printer.



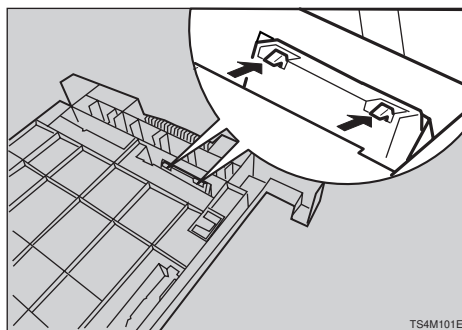
TS4M080E

- 2** Remove paper from the paper tray. Turn the tray upside down and place it on a flat surface.



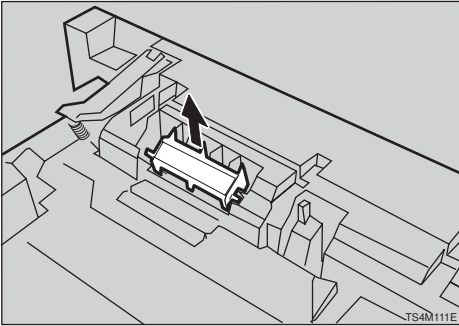
TS4M080E

- 3** Release the two black catches that lock the friction pad, using a sharp-pointed item such as a ball-point pen.



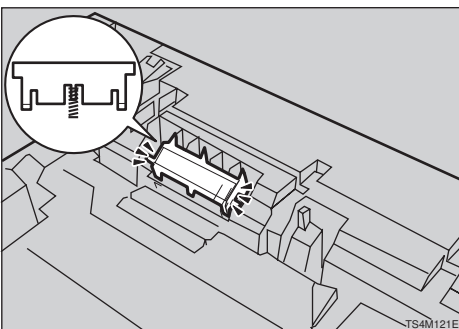
TS4M101E

- 4** Turn the paper tray to the original position, and remove the friction pad from the tray.



- 5** Insert the new friction pad in the paper tray. When inserting, note the following:

- ① The three triangular projections should be facing toward the front of the tray as shown in the illustration.
- ② Align the center projection of the new friction pad to the spring of the paper tray.
- ③ Also, align the projections of both sides of the friction pad to the holes of the paper tray as shown in the illustration.



- 6** Push the friction pad until it locks securely.

Important

- ❑ Confirm that the friction pad is set correctly, gently push it a few times. If the friction pad rebounds with the force of the spring, the pad has been set correctly.

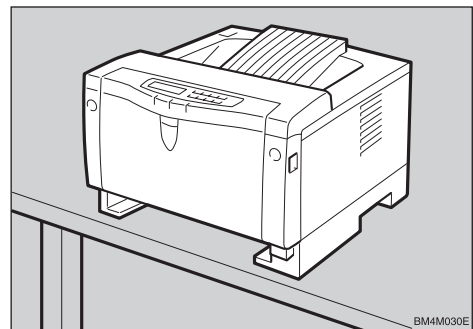
- 7** Leave the paper tray pulled out and go to P.109 "Replacing the paper feed roller".

Replacing the paper feed roller

CAUTION:

- When lifting the printer, use the inset grips on both sides of the printer, otherwise the printer might fall and cause personal injury.

- 1** Move the printer to the edge of a sturdy and stable table or desk.



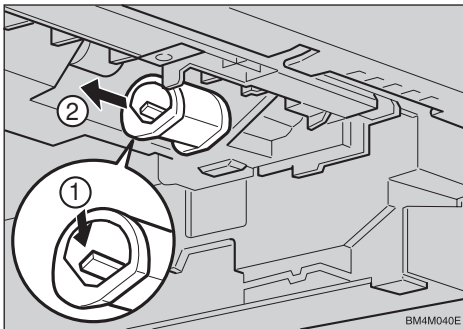
Important

- ❑ Do not put the printer on an unstable or tilted surface.

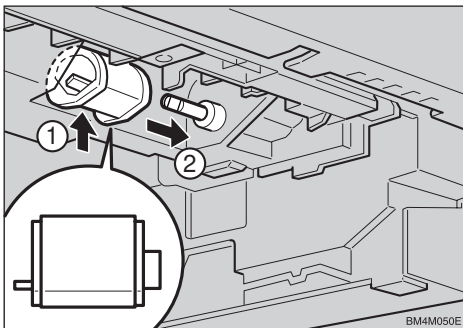
Note

- ❑ If the printer is equipped with the optional paper feed unit, do not move the printer and the unit together as they are not securely attached.

- 2** When looking inside where the paper tray was installed, you can see the paper feed roller. While pinching the stopper inside the roller with fingers (①), slide it to the left, so that the paper feed roller can be released (②).



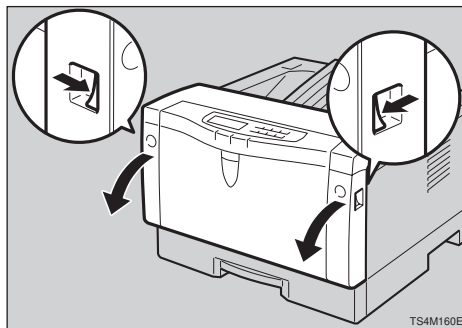
- 3** Set the new paper feed roller. With the round part of the roller facing up (①), insert the roller into the shaft until the roller clicks into position (②).



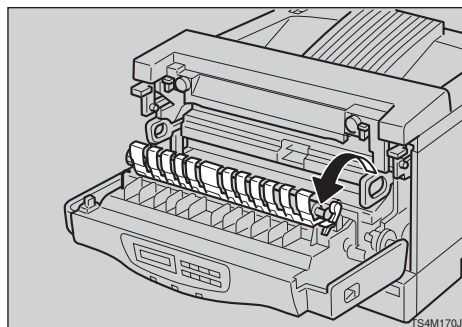
- 4** Leave the paper tray pulled out and go to P.110 "Replacing the transfer roller".

Replacing the transfer roller

- 1** Open the front cover by pulling the front cover release buttons.

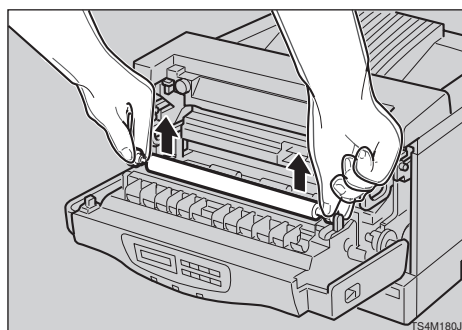


- 2** Open the transfer roller cover.

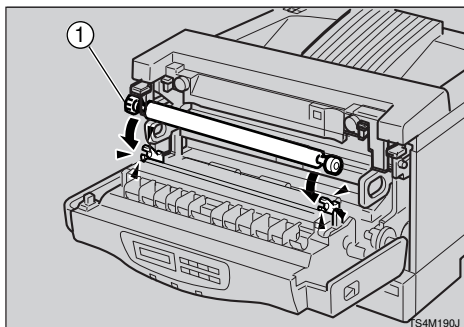


- 3** Wear the gloves included in the maintenance kit to avoid making your hands dirty with toner on the transfer roller.

- 4** Hold the green parts of the roller on both sides, and remove the roller from the printer as shown in the illustration.



- 5** Insert the new transfer roller. When placing it, the green gear of the roller should be positioned on the left (①) as shown in the illustration.



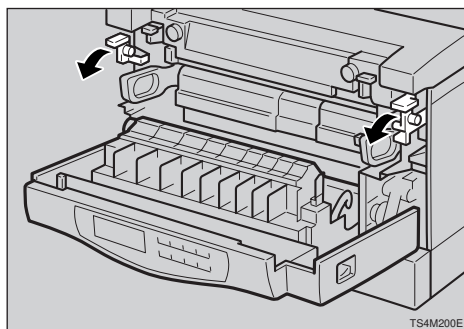
- 6** Close the transfer roller cover.
- 7** Take the gloves off. Leave the paper tray pulled out and the front cover opened, go to P.111 "Replacing the fusing unit".

Replacing the fusing unit

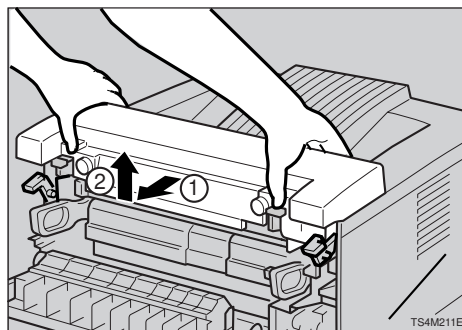
⚠ CAUTION:

- The fusing unit becomes very hot. When installing the new fusing unit, turn off the printer and wait about 30 minutes. After that, install the new fusing unit. Not waiting for the unit to cool down can result in a burn.

- 1** Push the brown fusing unit lock levers.



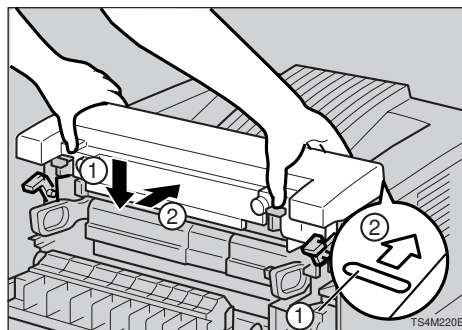
- 2** Slide the fusing unit toward you (①), and remove it from the printer (②) as shown in the illustration.



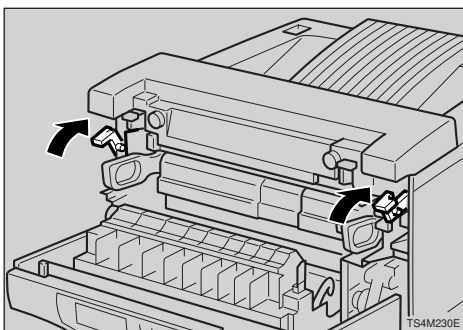
🔧 Note

- Be careful not to drop the fusing unit.

- 3** Align the new fusing unit with the mark on the printer (①), and then slide it in (②) as shown in the illustration.



- 4** Return the brown fusing unit lock levers to their original positions.



- 5** Close the front cover.

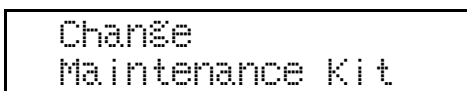
You can confirm that the printer works properly by printing a configuration page.⇒ P.96 “List Print Menu”

6

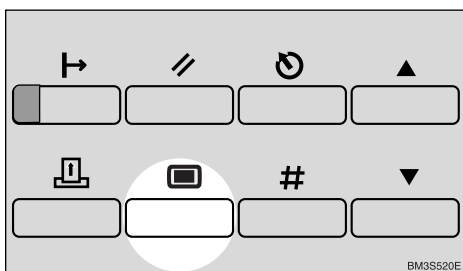
Clearing the maintenance condition

After replacing all of the parts, follow the steps below to clear the “Change Maintenance Kit” message on the panel display.

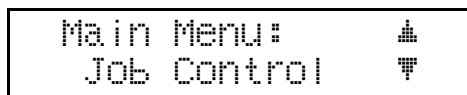
- 1** Confirm that the following message appears on the panel display.



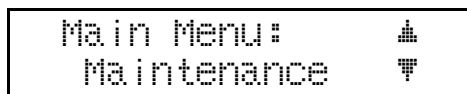
- 2** Press [Menu].



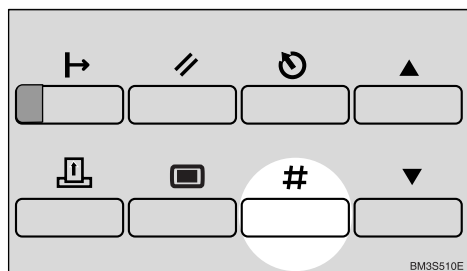
The following message appears on the panel display.



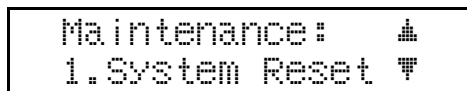
- 3** Press [▲] or [▼] until the following message appears on the panel display.



- 4** Press [Enter #].



The following message appears on the panel display.

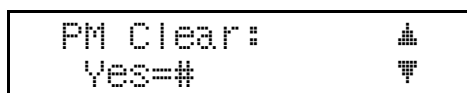


- 5** Press [▼] or [▲] until the following message appears on the panel display.



- 6** Press [Enter #].

The following message appears on the panel display.

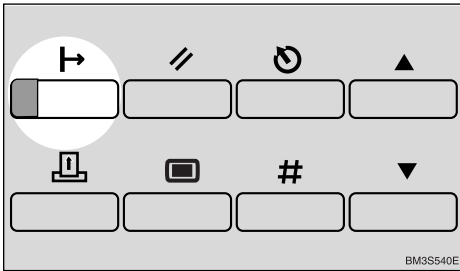


- 7** Press [Enter #] to clear the maintenance condition. Wait for a while.

The following message appears on the panel display after about three seconds.



8 Press **[On Line]**.



The "Ready" message appears on the panel display.



Memory Capacity and Paper Size

The following table shows the typical memory requirements for each printer language.

Note

❑ Memory requirements depend on your print data and printing environment.

❖ Metric version

	PCL 5e		PCL 6(XL)		PostScript		
	300 dpi	600 dpi	600 dpi	1200 dpi	300 dpi	600 dpi	1200 dpi
A4 Text Only	16MB	16MB	16MB	16MB	16MB	16MB	16MB
A4 Text and Graphics	16MB	16MB	16MB	16MB	16MB	16MB	16MB
A4 Full Bitmap	16MB	16MB	16MB	48MB	16MB	16MB	48MB
A3 Text Only	16MB	16MB	16MB	16MB	16MB	16MB	16MB
A3 Text and Graphics	16MB	16MB	16MB	48MB	16MB	16MB	48MB
A3 Full Bitmap	16MB	16MB	16MB	48MB	16MB	16MB	48MB

❖ Inch version

	PCL 5e		PCL 6(XL)		PostScript		
	300 dpi	600 dpi	600 dpi	1200 dpi	300 dpi	600 dpi	1200 dpi
8 ¹ / ₂ " × 11" Text Only	16MB	16MB	16MB	16MB	16MB	16MB	16MB
8 ¹ / ₂ " × 11" Text and Graphics	16MB	16MB	16MB	16MB	16MB	16MB	16MB
8 ¹ / ₂ " × 11" Full Bitmap	16MB	16MB	16MB	48MB	16MB	16MB	48MB
11" × 17" Text Only	16MB	16MB	16MB	16MB	16MB	16MB	16MB
11" × 17" Text and Graphics	16MB	16MB	16MB	48MB	16MB	16MB	48MB
11" × 17" Full Bitmap	16MB	16MB	16MB	48MB	16MB	16MB	48MB

Moving and Transporting the Printer

CAUTION:

- *When lifting the printer, use the inset grips on both sides of the printer. If you drop the printer, it could break or cause an injury.*
- *When you move the printer, remember to unplug the power cord from the wall outlet to avoid a fire or an electric shock.*
- *When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock.*

Repack the printer in its original packing materials for transporting.

Important

- ☐ Be sure to disconnect all cables from the printer before transporting it.
- ☐ The printer is a precision piece of machinery. Take care to avoid damage during shipment.

Specifications

Mainframe

Note

- ☐ See the inside front cover of this manual to confirm which printer (Type 1 Printer or Type 2 Printer) you have.

❖ **Configuration:**

Desktop

❖ **Print Process:**

Laser beam scanning & Electrophotographic printing
Monocomponent toner

❖ **Printing Speed:**

Type 1 Printer:

Maximum 21 pages per minute (A4 , 8¹/₂" × 11" )

Type 2 Printer:

Maximum 16 pages per minute (A4 , 8¹/₂" × 11" )

❖ **Parallel Interface:**

Interface

Standard 36-pin printer cable and a parallel port on the host computer
IEEE 1284 I/F (Compatible, ECP, Nibble)

- Do not use a cable more than 2.5 meters (8.2 feet) long.

❖ **Resolution:**

1,200 × 1,200 dpi (PCL 6, PS)

600 × 600 dpi (PCL 5e, PCL 6, PS)

300 × 300 dpi (PCL 5e, PS)

❖ **Printer Language:**

PCL 5e Emulation, PCL 6 (5e+XL) Emulation, PostScript® Level 2 Emulation,
Auto Sense

❖ **Fonts:**

PCL 5e, PCL 6

35 Intellifonts, 10 True Type fonts, and 1 Bitmap font
Font Manager available, plus 61 additional fonts.

PostScript

35 Adobe Type 1 fonts

❖ **Paper size:**

⇒ P.17 "Paper and Other Media Supported by this Printer"

❖ **Paper Weight:**⇒ P.17 *"Paper and Other Media Supported by this Printer"*❖ **Power Source:**

⇒ the inside front cover of this manual

❖ **Power Consumption:**

	Type 1 Printer	Type 2 Printer
Maximum	795 W or less	600 W or less
Printing	510 W or less	400 W or less
Energy Saver	30 W or less	30 W or less

❖ **Noise Emission ^{*1} :
Sound Power Level**

	Type 1 Printer Mainframe only	Type 2 Printer Mainframe only
During Printing	63 dB (A)	61 dB (A)
Stand-by	46 dB (A)	47 dB (A)

Sound Pressure level ^{*2}

	Mainframe only	
During Printing	Type 1 Printer	Type 2 Printer
	58 dB(A)	54 dB(A)

^{*1} The preceding measurements made in accordance with ISO7779 are actual values.^{*2} It is measured at the position of the bystander.❖ **Dimensions:**❖ **Type 1 Printer ^{*1}**

	Width	Depth	Height
Printer only (tray not extended)	450 mm (17.7")	420 mm (16.6")	270 mm (10.6")
Printer only (tray extended)	450 mm (17.7")	555 mm (21.9")	270 mm (10.6")
With one optional feed unit	450 mm (17.7")	420 mm (16.6")	392 mm (15.4")
With two optional feed units	450 mm (17.7")	420 mm (16.6")	513 mm (20.2")

^{*1} Measurement conditions: With paper tray, bypass tray and output tray extender closed.

❖ Type 2 Printer ^{*1}

	Width	Depth	Height
Printer only	360 mm (14.2")	420 mm (16.6")	270 mm (10.6")
With one optional feed unit	360 mm (14.2")	420 mm (16.6")	395 mm (15.6")

^{*1} Measurement conditions: With paper tray and bypass tray closed.

❖ Weight:

Type 1 Printer

Approximately 15 kg (33 lb) (toner cartridge and power cord included)

Type 2 Printer

Approximately 12 kg (27 lb) (toner cartridge and power cord included)

❖ Warm-up Time:

Type 1 Printer

Less than 39 seconds (23°C)

Type 2 Printer

Less than 39 seconds (23°C)

❖ Paper Capacity:

❖ Type 1 Printer

Standard paper tray	250 sheets ^{*1}
Bypass tray ^{*2}	100 sheets ^{*1}
Optional paper feed unit × 2	500 sheets × 2 ^{*1}
Optional envelope feeder ^{*3}	60 envelopes ^{*4}

^{*1} Paper weight: 80 g/m², 20 lb

^{*2} You can load up to 10 envelopes (72 – 90 g/m², 19 – 24 lb) at a time.

^{*3} To use the envelope feeder, the optional paper feed unit is required. The paper tray of the feed unit can be replaced with the envelope feeder.

^{*4} For more information about envelopes, see P.25 “Types of Paper and Other Media”.

❖ Type 2 Printer

Standard paper tray	250 sheets ^{*1}
Bypass tray ^{*2}	100 sheets ^{*1}
Optional paper feed unit	500 sheets ^{*1}
Optional envelope feeder ^{*3}	60 envelopes ^{*4}

^{*1} Paper weight: 80 g/m², 20 lb

^{*2} You can load up to 5 envelopes (72 – 90 g/m², 19 – 24 lb) at a time.

^{*3} To use the envelope feeder, the optional paper feed unit is required. The paper tray of the feed unit can be replaced with the envelope feeder.

^{*4} For more information about envelopes, see P.25 “Types of Paper and Other Media”.

❖ **Paper Output Capacity:**

250 sheets (80 g/m², 20 lb)

❖ **Memory:****Type 1 Printer**

Standard 16MB, up to 80MB (with the optional SDRAM module)

Type 2 Printer

Standard 16MB, up to 80MB (with the optional SDRAM module)

❖ **Network (optional Network Interface Board required):**

Topology: Ethernet (10BaseT/100BaseTX)

Protocol: TCP/IP, IPX/SPX, AppleTalk

❖ **Optional Equipment:****Unique for Type 1 Printer**

- Paper Feed Unit (DLT) Type 2000 (For Inch version only)
- Paper Feed Unit (LT) Type 2000 (For Inch version only)
- Paper Feed Unit (A3) Type 2000 (For Metric version only)
- Paper Feed Unit (A4) Type 2000 (For Metric version only)
- Envelope Feeder Type 2000

Unique for Type 2 Printer

- Paper Feed Unit Type 1400
- Envelope Feeder Type 1400

Common for Type 1 Printer and Type 2 Printer

- Network Interface Board Type 2000
- Printer Feature Expander Type 185 (32MB)
- Printer Feature Expander Type 185 (64MB)

Options

Paper Feed Unit (DLT) Type 2000 and Paper Feed Unit (A3) Type 2000

❖ **Dimensions (W×D×H):**

450 × 552 × 125 mm (17.7" × 21.7" × 4.9")
(without pins on the unit)

❖ **Paper Weight:**

60 – 90 g/m² (16 – 24 lb)

❖ **Paper Size:**

⇒ P.17 *"Paper and Other Media Supported by this Printer"*

Paper Feed Unit (LT) Type 2000 and Paper Feed Unit (A4) Type 2000

❖ **Dimensions (W×D×H):**

450 × 417 × 125 mm (17.7" × 16.4" × 4.9")
(without pins on the unit)

❖ **Paper Weight:**60 – 90 g/m² (16 – 24 lb)❖ **Paper Size:**⇒ P.17 *“Paper and Other Media Supported by this Printer”*

Envelope Feeder Type 2000

❖ **Dimensions (W×D×H):**

450 × 552 × 91 mm (17.7" × 21.7" × 3.6")

❖ **Paper Weight:**72 – 90 g/m² (19 – 24 lb)❖ **Paper Size:**⇒ P.17 *“Paper and Other Media Supported by this Printer”*

Paper Feed Unit Type 1400

❖ **Dimensions (W×D×H):**360 × 421 × 123 mm (14.2" × 16.6" × 4.8")
(without pins on the unit)❖ **Paper Weight:**60 – 90 g/m² (16 – 24 lb)❖ **Envelope Size:**⇒ P.17 *“Paper and Other Media Supported by this Printer”*

Envelope Feeder Type 1400

❖ **Dimensions (W×D×H):**

360 × 421 × 119 mm (14.2" × 16.6" × 4.7")

❖ **Paper Weight:**72 – 90 g/m² (19 – 24 lb)❖ **Envelope Size:**⇒ P.17 *“Paper and Other Media Supported by this Printer”*

Network Interface Board Type 2000

❖ **Topology:**

Ethernet (10BaseT/100BaseTX)

❖ **Protocols:**

TCP/IP, IPX/SPX, AppleTalk

❖ **Interface Connector:**

RJ45

❖ **Required Cable:**

STP (Shielded Twisted-Pair) cable

Category/Type5 or better

*A cable is not provided with this option.

Hard Disk Drive Type 2000

❖ **Storage Capacity (Formatted):**

1.6 GB or more

- You will be able to use the collate function with this optional Hard Disk Drive.
- You will be able to install the PostScript fonts with this optional Hard Disk Drive. With Macintosh, types of fonts supported are PostScript Type 1 and PostScript Type 42. To download them, use Apple Print Utility with Macintosh.

RS232C Board Type 2000

 Reference⇒ P.122 *"Specifications of the Serial Interface (RS232C)"*

Printer Feature Expander Type 185 (32MB)/ (64MB)

❖ **Module Type:**

SO-DIMM (Small Outline Dual-in-line Memory Module)

❖ **Memory Type:**

SDRAM (Synchronous Dynamic RAM)

❖ **Number of Pins:**

144 pins

❖ **DATA Width:**

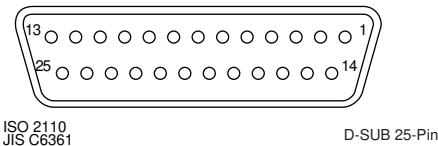
64bit

❖ **Compatible:**

PC100, PC66 compatible

Specifications of the Serial Interface (RS232C)

The serial interface is shown in the following illustration.
The pin numbers in the illustration are described in the table below.



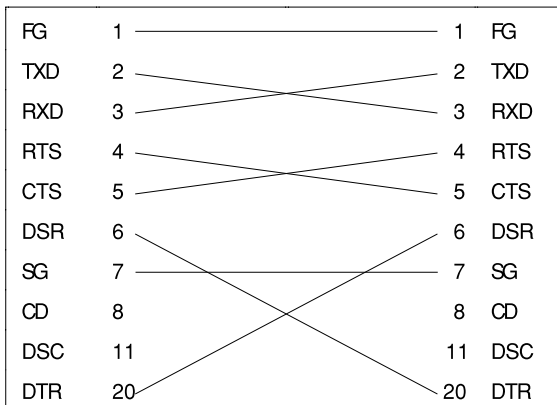
Pin	Signal	JISC 6361	Direction of the signal printer - computer	Meaning of the signal
1	FG (Frame Ground)	FG		
2	TXD (Transmit Data)	SD	→	Data from the printer to the computer.
3	RXD (Receive Data)	RD	←	Data from the computer to the printer.
4	RTS (Ready To Send)	RS	→	See the following table.
5	CTS (Clear To Send)	CS	←	It is possible to transmit the data from the computer to the printer.
6	DSR (Data Set Ready)	DR	←	Whether it is possible or not to transmit the data from the computer to the printer. When the DSR is High, it is possible to receive. When the DSR is Low, it is disregarded.
7	SG (Signal Ground)	SG		
8	(Reserved)CD	CD		
11	(Reserved)DSC	-		
20	DTR (Data Terminal Ready)	ER	→	Data required to forward from the printer to the computer. See the following table.

The timing of the DTR signal and the RTS signal are shown in the following table.

Status of the printer	Signal	Serial DTR	Serial XON/XOFF	Serial DTR+RTS	Configuring the parallel port
Offline	RTS	HIGH	HIGH	LOW	LOW
	DTR	LOW	HIGH	LOW	LOW
You cannot print due to an error such as an open cover or empty paper tray.	RTS	HIGH	HIGH	LOW	LOW
	DTR	LOW	HIGH	LOW	LOW
Receive buffer is full	RTS	HIGH	HIGH	LOW	LOW
	DTR	LOW	HIGH	LOW	LOW
While outputting	RTS	HIGH	HIGH	HIGH	LOW
	DTR	HIGH	HIGH	HIGH	

❖ Controlling the data with the DTR signal or the DTR+RTS signal

If you want to stop receiving the data from the computer, set the DTR to LOW. Set the DTR to HIGH to have the data resent from the computer.



Consumables

 CAUTION:

- *Our products are engineered to meet the highest standards of quality and functionality. When purchasing expendable supplies, we recommend using only those specified by an authorized dealer.*

 Toner Cartridge

	Average printable number of pages per cartridge ^{*1} 1
Toner Cartridge Type 2000 (For Type 1 Printer)	14,000 pages
Toner Cartridge Type 1400 (For Type 2 Printer)	8,000 pages

^{*1} A4 5% test chart

 Note

- ☐ The actual number of printed pages you get from a particular toner cartridge depends on the type and size of paper you are using, the contents of your print images, and printing environment conditions. All this means that a toner cartridge might require replacement sooner than the normal life described above.
- ☐ The average number of printable pages that can be expected from the starter toner cartridge included in the printer (both Type 1 and Type 2 printers) is about 3,000 pages (A4, 5% chart).

 Maintenance Kit

Maintenance Kit Type 2000 (for Type 1 Printer)
Maintenance Kit Type 1400 (for Type 2 Printer)

 Reference

For more information about the Maintenance Kit, see P.101 “Type 1 Printer: Maintenance Kit Type 2000” and P.107 “Type 2 Printer: Maintenance Kit Type 1400”.

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Declaration of Conformity

"The Product complies with the requirements of the EMC Directive 89/336/EEC and the Low Voltage Directive 73/23/EEC."

Warning

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

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

I means POWER ON.

O means POWER OFF.



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Addendum for Printer Reference

Windows 2000 Configuration

This manual describes the procedures and provides necessary information about printing using Windows 2000. It is useful to see "Setup Guide" and "Printer Reference" for further information in addition to this manual.

Printer Drivers for This Printer

❖ PCL printer drivers

Printer drivers allow the computer to communicate with the printer via a printer language. Two kinds of PCL printer drivers, PCL 6 and PCL 5e, are provided with this printer. We recommend PCL 6 as your first choice. However, some of your applications might require the installation of the PCL 5e printer driver. In this case, you can install PCL 5e in addition to PCL 6.

❖ PostScript Printer Description (PPD) files for Windows

The printer specific functions can be used by installing the PPD file specific for the printer.

Software and Utilities Included on the CD-ROM

❖ Agfa Font Manager

Helps you to install new screen fonts, or organize and manage fonts already installed on the system.

Note

- ☐ If you upgrade to Windows 2000, Agfa Font Manager must be uninstalled prior to install Windows 2000. And then reinstall it in a Windows 2000 environment.

❖ PRINTER MANAGER FOR ADMINISTRATOR

A utility for the system administrator to manage printers on the network.

Reference

For the name of PRINTER MANAGER FOR ADMINISTRATOR, see the inside of front cover of paper manual that comes with this printer.

See PRINTER MANAGER FOR ADMINISTRATOR Online Help for more information about using PRINTER MANAGER FOR ADMINISTRATOR.

❖ **PRINTER MANAGER FOR CLIENT**

A utility for users to manage their own print status on the network.

Reference

For the name of PRINTER MANAGER FOR CLIENT, see the inside of front cover of paper manual that comes with this printer.

See PRINTER MANAGER FOR CLIENT Online Help for more information about using PRINTER MANAGER FOR CLIENT.

❖ **PortNavi**

A utility that helps you to use network printer effectively. It is useful in environments where two or more network printers are used.

Reference

For more information about PortNavi, see the “Quick Configuration Guide” for Network Interface Board.

Note

- ☐ If you upgrade to Windows 2000 from Windows 95/98, PortNavi must be uninstalled prior to install Windows 2000. And then reinstall it in a Windows 2000 environment.

Installing the Printer Driver and Software

You can select the language you use. The appropriate language name is used in the CD-ROM folder: ENGLISH(English), DEUTSCH (German), FRANCAIS (French), ITALIANO (Italian), ESPANOL (Spanish), NEDRLNDS (Dutch), NORSK (Norwegian), DANSK(Danish), SVENSKA (Swedish), POLSKI (Polish), PORTUGUS (Portuguese), SUOMI (Finnish), MAGYAR (Hungarian), CESKY (Czech)

Installing the PCL 6/5e Printer Driver

Installing the printer driver : Parallel connection

If the printer is connected to the computer with parallel cable, you must install the printer driver by using **[Add Printer Wizard]**. Follow the procedure below

 Note

- ☐ If the "plug and play" function starts, you can also install the printer driver following the instructions on the screen.

1 Close all applications that are currently running.

2 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.

3 Double-click the **[Add Printer]** icon.
[Add Printer Wizard] starts.

4 Check **[Local Printer]** and click **[Next]**.
A dialog box for selecting the printer port appears.

5 Click to select the printer port you want to use, and then click **[Next]**.
A dialog box for selecting the printer manufacture and model name appears.

6 Click **[Have Disk]**.
A dialog box for installing the driver from a disk appears.

7 Insert the CD-ROM into the CD-ROM drive while pressing the **[SHIFT]** key until the computer finishes accessing the CD-ROM.

 Note

- ☐ If the Auto Run program starts, click **[Cancel]**.

8 Change the drive name in the list box to the name of the CD-ROM drive, and then click **[Browse]**.

9 In the box, double-click [PCL5E] or [PCL6]and [NT4]. Then double-click the folder of the appropriate language for the operating system. Finally, click [Open].

10 Click [OK].

A printer model selection dialog box appears.

11 Click to select the name of the printer whose driver you want to install, and then click [Next].

A dialog box for changing the printer name appears.

12 Change the name of the printer if you want, and then click [Next].

13 Click [Next].

14 In the next dialog box asking if you want to print a test page, select [No] and then click [Next].

A confirmation dialog box appears.

15 Confirm the settings you have set, and then click [Next].

The installer copies the printer driver files from the CD-ROM to the computer's hard disk.

16 You should set up the options with the printer driver.

Installing the printer driver : Network environment

You can install the PCL 6/5e printer driver by using Auto Run.

Limitation

- ☐ Installing a printer driver by Auto Run requires permission of Administrators. When you install a printer driver by Auto Run, log on using an account that has Administrators permission.

Note

- ☐ Auto Run might not automatically work with certain OS settings. In this case, start "INSTTOOL.EXE" to install the printer driver on the root.
- ☐ If you want to cancel Auto Run, insert the CD-ROM while pressing the **[SHIFT]** key until the computer finishes accessing the CD-ROM.

1 Close all applications that are currently running.

2 Insert the CD-ROM into the CD-ROM drive.

3 Follow the instructions on the screen.

4 Restart the computer after installation is complete.

5 You should set up the options with the printer driver.

If you want to share the printer on Windows 2000, you must not install the printer driver using Auto Run. In this case, cancel Auto Run and install the printer driver using **[Add Printer Wizard]** in the **[Printers]** window.

When prompted for the Windows 2000 alternate printer driver location, select the following folder in the CD-ROM.

Use the printer driver for Windows NT 4.0.

- PCL 5e
 \DRIVERS\PCL5E\NT4\ (Language)\DISK1\
- PCL 6
 \DRIVERS\PCL6\NT4\ (Language)\DISK1\

When prompted for the Windows 95/98 alternate printer driver location, select the following folder in the CD-ROM.

- PCL 5e
 \DRIVERS\PCL5E\WIN95_98\ (Language)\DISK1\
- PCL 6
 \DRIVERS\PCL6\WIN95_98\ (Language)\DISK1\

Setting up options

Limitation

- ❑ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

Note

- ❑ When setting up options, you should access the **[Printer Properties]** dialog box from Windows. You cannot set up options by accessing the **[Printer Properties]** dialog box from an application.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

2 Click the icon of the printer you want to use. On the **[File]** menu, click **[Properties]**.

3 Click the **[Accessories]** tab.

4 Select options you have installed from the **[Options]** group.

Installing the PostScript Printer Driver

This section describes basic instructions for installing the printer driver. The actual procedure may differ depending on the operating system. Follow the appropriate procedures below.

Important

- ☐ Be sure to install the PPD file for Windows 2000. Do not accidentally install the PPD file for Windows 95/98 and Windows NT4.0.

Installing the printer driver

- 1** Close all applications that are currently running.
- 2** Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.
- 3** Double-click the **[Add Printer]** icon.
[Add Printer Wizard] starts.
- 4** Check **[Local Printer]** and click **[Next]**.
A dialog box for selecting the printer port appears.
- 5** Click to select the printer port you want to use, and then click **[Next]**.
A dialog box for selecting the printer manufacture and model name appears.
- 6** Click **[Have Disk]**.
A dialog box for installing the driver from a disk appears.
- 7** Insert the CD-ROM into the CD-ROM drive while pressing the **[SHIFT]** key until the computer finishes accessing the CD-ROM.
If the Auto Run program starts, click **[Cancel]**.
- 8** Change the drive name in the list box to the name of the CD-ROM drive, and then click **[Browse]**.
- 9** In the box, double-click **[PS]** and **[WIN2000]**. Then double-click the folder of the appropriate language for the operating system. Finally, click **[Open]**.
- 10** Click **[OK]**.
A printer model selection dialog box appears.
- 11** Click to select the name of the printer whose driver you want to install, and then click **[Next]**.
A dialog box for changing the printer name appears.

- 12** Change the name of the printer if you want, and then click **[Next]**.
- 13** Click **[Next]**.
- 14** In the next dialog box asking if you want to print a test page, select **[No]** and then click **[Next]**.
A confirmation dialog box appears.
- 15** Confirm the settings you have set, and then click **[Next]**.
The installer copies the printer driver files from the CD-ROM to the computer's hard disk.
- 16** You should set up the options with the printer driver.

Setting up options

Limitation

- ☐ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

Note

- ☐ When setting up options, you should access the **[Printer Properties]** dialog box from Windows. You cannot set up options by accessing the **[Printer Properties]** dialog box from an application.

- 1** Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.
- 2** Click to select the icon of the printer you want to use.
- 3** On the **[File]** menu, click **[Properties]**.
The **[Printer Properties]** dialog box appears.
- 4** Click the **[Device Settings]** tab.
- 5** Click to select the option you want to set up, and then select **[Installed]** or **[Not Installed]** from the drop-down list box.
- 6** Repeat steps **5** for all options.
- 7** After making all settings for options, click **[OK]**.

Installing the Software and Utilities

Installing by Auto Run

You can install the software and utilities which is included on the CD-ROM labeled "Printer Drivers and Utilities" by using Auto Run.

Following software and utilities can be installed by using Auto Run.

- Agfa Font Manager
- PRINTER MANAGER FOR ADMINISTRATOR *¹
- PRINTER MANAGER FOR CLIENT *¹
- PortNavi

*¹ For the name of PRINTER MANAGER you see, see the inside of front cover of paper manual that comes with this printer.

Limitation

- ☐ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

Note

- ☐ You can also install the printer driver by using Auto Run, however if the printer is connected to the computer with parallel cable, you must install the printer driver by using **[Add Printer Wizard]**.⇒ P.3 "*Installing the printer driver : Parallel connection*"

- 1** Close all applications that are currently running.
- 2** Insert the CD-ROM into the CD-ROM drive.
- 3** Follow the instructions on the screen.
- 4** Restart the computer after installation is complete.

Uninstalling the Printer Driver and Software

⚠ Limitation

- ❑ Uninstalling a printer driver requires permission of Administrators. When you uninstall a printer driver, log on using an account that has Administrators permission.

1 Close all applications that are currently running.

2 Click [Start] on the taskbar, point to [Settings], and click[Printers].

The [Printers] window appears.

3 Click to select the icon of the printer you want to remove.

4 On the file menu, click [Delete].

A confirmation dialog box appears.

5 Click [Yes] to uninstall the printer driver.

Setting Up the Printer Driver and Cancelling the Print Job

PCL 6/5e - Accessing the Printer Properties

Making default printer settings - Printer Properties

Limitation

- ☐ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

2 Click to select the icon of the printer you want to use.

3 On the **[File]** menu, click **[Properties]**.

The **[Printer Properties]** dialog box appears.

4 Make settings and click **[OK]**.

Note

- ☐ Settings you make here are used as the default settings for all applications.

Making default printer settings - Printing Reference

Limitation

- ☐ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

2 Click to select the icon of the printer you want to use.

3 On the **[File]** menu, click **[Printing Preferences]**.

The **[Printing Preferences]** appear.

4 Make settings and click **[OK]**.

Note

- ☐ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

The following example describes how to make settings for the WordPad application that comes with Windows 2000.

 Note

- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the **[File]** menu, click **[Print]**.

The **[Print]** dialog box appears.

2 Select the printer you want to use in the **[Select Printer]** box.

3 Make settings and click **[Print]** to start printing.

PostScript - Setting Up for printing

Making default printer settings - Printer Properties

Limitation

- ☐ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.

2 Click to select the icon of the printer you want to use.

3 On the **[File]** menu, click **[Properties]**.
The **[Printer Properties]** dialog box appears.

4 Make settings and click **[OK]**.

Note

- ☐ Settings you make here are used as the default settings for all applications.

Making default printer settings - Printing Reference

Limitation

- ☐ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 Click **[Start]** on the taskbar, point to **[Settings]**, and then click **[Printers]**.
The **[Printers]** window appears.

2 Click to select the icon of the printer you want to use.

3 On the **[File]** menu, click **[Printing Preferences]**.
The **[Printing Preferences]** appear.

4 Make settings and click **[OK]**.

Note

- ☐ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

The following example describes how to make settings for the WordPad application that comes with Windows 2000.

 Note

- ☐ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.
- ☐ Any settings you make in the following procedure are valid for the current application only.

1 On the **[File]** menu, click **[Print]**.

The **[Print]** dialog box appears.

2 Select the printer you want to use in the **[Select Printer]** box.

3 Make settings and click **[Print]** to start printing.

Cancelling a Print Job

1 Double-click the printer icon on the Windows taskbar.

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

2 Select the name of the job you want to cancel.

3 In the [Document] menu, click [Cancel].

Note

- ☐ You can also open the print job queue window by double-clicking the printer icon in the [Printer] window.

4 Press **[Job Reset ⚡]** on the printer's operation panel.

The message appears on the operation panel display indicating that the print job is being cancelled.

Important

- ☐ The procedure above cancels the print job that is currently being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press **[Job Reset ⚡]**.
- ☐ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

- ☐ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press **[Job Reset ⚡]**.
- ☐ A print job that contains a large volume of data may take considerable time to stop.

