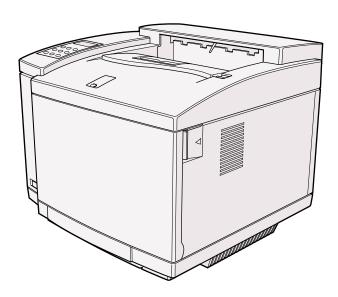**Operating Instructions**

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 name 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
	Net Vision for Admin
PRINTER MANAGER FOR CLIENT	Aficio Manager for Client
	Net Vision for Client

Power Source

120 V, 50/60 Hz, 11 A or more

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

Operator Safety:

This machine is considered a CDRH class 1 laser device, safe for office/ EDP use. The machine contains 5-milliwatt, 760 - 800 nanometer wavelength, GaAIAs 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.

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 machine contains a laser beam generator and direct exposure to laser beams can cause permanent eye damage.

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

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

For good copy quality, supplier recommends that you use genuine supplier's toner.

Trademarks

RICOH-SCRIPT2® is a registered trademark of Ricoh Company.

Microsoft®, Windows® and Windows NT® are registered trademarks of Microsoft Corporation in the United States and/or other countries.

Adobe®, PostScript®, Acrobat® and PageMaker® are registered trademarks of Adobe Systems Incorporated.

Ethernet® is a registered trademark of Xerox Corporation.

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

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.

Notes:

The proper names of the Windows operating systems are as follows:
- Microsoft® Windows® 95 operating system
- Microsoft® Windows® 98 operating system
- Microsoft ® Windows ® Millennium Edition (Windows Me)
- Microsoft® Windows® 2000 Professional
- Microsoft® Windows® 2000 Server
- 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.*
- *Confirm that the wall outlet is near the machine and freely accessible, so that in event of an emergency, it can be unplugged easily.*
- *Disconnect the power plug (by pulling the plug, not the cable) if the power cable or plug becomes frayed or 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 exist:*
    - *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 is flammable and might ignite when exposed to an open flame.*
- *Disposal should take place at an authorized dealer or appropriate collection site.*
- *If you dispose of the used toner containers yourself, dispose of them according to local regulations.*

⚠ *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.*
- *Do not eat or swallow toner.*
- *Keep toner (used or unused) and toner cartridge out of reach of children.*
- *For environmental reasons, do not dispose of the equipment or expended supplies at a household waste collection point. Disposal should take place at an authorized dealer or an appropriate collection site.*
- *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.*
- *The inside of the machine becomes very hot. Do not touch the parts with a label indicating a "hot surface". Touching a "hot surface" could result in a burn injury.*
- *If you use this printer in a cold area, leave the printer on. Otherwise, severe cold might damage sensitive components inside the printer.*

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 60 minutes after the last operation has been completed when the Energy Level is set to level 1. To exit Low-power (Energy Saver) mode, press any key on the operation panel. To change the setting of the Energy Saver mode, see P.79 *"Using the Operation Panel"*.

❖ **Specifications**

Lower-power mode (Energy Saver mode)	Power Consumption	35 W or less
	Default Time	30 minutes

☼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

There are six 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).

❖ **RICOH-SCRIPT2 Operating Instructions**
Describes the menus and features you can set using the RICOH-SCRIPT2 printer driver. The manual is provided as a PDF file which is included on the CD-ROM labeled "Printer Drivers and Utilities".

❖ **Network Interface Board Operating Instructions**
Describes the procedures and provides necessary information about setting up and using the printer in a network environment. The manual is provided as a PDF file which is included on the CD-ROM labeled "Printer Drivers and Utilities".

❖ **UNIX Supplement**
Provides information about setting up and using the printer in a UNIX environment. This manual is included as a PDF file on the CD-ROM labeled "Printer Drivers and Utilities".

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.

TABLE OF CONTENTS

1. Setting Up the Printer Driver and Canceling a Print Job

2. Uninstalling the Printer Driver and Software

3. Paper and Other Media

4. Troubleshooting

5. Using the Operation Panel

6. Appendix

X

1. Setting Up the Printer Driver and Canceling a Print Job

IPDL-C Accessing the Printer Properties

Windows 95/98/Me - Accessing the Printer Properties

There are two methods you can use to open the Printer Properties.

Making printer default settings

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

🖉 Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- • Windows 95:
  [General], **[Details]** and **[Sharing]**

- • Windows 98/Me:
  [General], **[Details]**, **[Color Management]** and **[Sharing]**

❒ Profiles set on the **[Color Management]** tab are not supported.

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default settings you want to change.**

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

The Printer Properties appear.

D **Make desired settings, and then click [OK].**

Making printer settings from an application

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

🖉 Note

❒ The actual procedures you should follow to open the Printer Properties may differ depending on the application. For more information about the procedures, see the documentation that comes with the application you are using.

❒ When you use some applications, the driver's initial default settings of the applications might be applied over the printer driver's setting.

❒ Any settings you make in the following procedure are valid for the current application only.

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

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

B **From the [Name:] list, select the printer you want to use, and then click [Properties].**

The Printer Properties appear.

C **Make desired settings, and then click [OK].**

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

Windows 2000 - Accessing the Printer Properties

There are three methods you can use to open the Printer Properties.

Making printer default settings - Printer Properties

♥ **Limitation**

❒ Changing the printer settings 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**

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

• **[General]**, **[Sharing]**, **[Ports]**, **[Advanced]**, **[Color Management]** and **[Security]**

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default setting you want to change.**

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

The Printer Properties appear.

D **Make desired settings, and then click [OK].**

🖉 **Note**

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

Making printer default settings – Printing Preferences Properties

☝ Limitation

❒ Changing the printer settings 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 the icon of the printer whose default settings you want to change.**

3 **On the [File] menu, click [Printing Preferences].**

The Printing Preferences Properties appear.

4 **Make desired settings, and then 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 Printing Preferences Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

✐ Note

❒ The actual procedures you should follow to open the Printing Preferences Properties may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ 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 desired settings, and then click [Apply] to start printing.**

Windows NT 4.0 - Accessing the Printer Properties

There are three methods you can use to open the Printer Properties.

Making printer default settings - Printer Properties

❦ Limitation

❒ Changing the printer settings 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 under Full Control permission.

✐ Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Ports]**, **[Scheduling]**, **[Sharing]** and **[Security]**

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default setting you want to change.**

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

The Printer Properties appear.

D **Make desired settings, and then click [OK].**

✐ Note

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

Making printer default settings – Default Document Properties

❦ Limitation

❒ Changing the printer settings 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 under Full Control permission.

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default settings you want to change.**

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

The Default Document Properties appear.

D **Make desired settings, and then 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 Document Properties 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 procedures you should follow to open the Document Properties may differ depending on the application. For more information about the procedures, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

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

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

B **From the [Name:] list, select the printer you want to use, and then click [Properties].**

The Document Properties appear.

C **Make desired settings, and then click [OK].**

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

RICOH-SCRIPT2 - Setting Up for Printing

Windows 95/98/Me - Accessing the Printer Properties

There are two methods you can use to open the Printer Properties.

Making printer default settings

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

✐ Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **Windows 95:**
  [General], **[Details]** and **[Sharing]**
- **Windows 98/Me:**
  [General], **[Details]**, **[Color Management]** and **[Sharing]**

✐ Note

❒ Profiles set on the **[Color Management]** tab are not supported.

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default settings you want to change. On the [File] menu, click [Properties].**

The Printer Properties appear.

C **Make desired settings, and then click [OK].**

⌕ Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Making printer settings from an application

To make the printer settings for a specific application, open the Printer Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95.

✐ Note

❒ The actual procedures you should follow to open the Printer Properties may differ depending on the application. For more information about the procedures, see the documentation that comes with the application you are using.

❒ When you use some applications, the driver's initial default settings of the applications might be applied over the printer driver's setting.

❒ Any settings you make in the following procedure are valid for the current application only.

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

The **[Print]** window appears.

B **From the [Name:] box, select the printer you want to use, and then click [Properties].**

The Printer Properties appear.

C **Make desired settings, and then click [OK].**

🔎 Reference

For more information about each tab, see the "Operating Instruction" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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

Windows 2000 - Accessing the Printer Properties

There are three methods you can use to open the Printer Properties.

Making printer default settings - Printer Properties

Limitation

❒ Changing the printer settings 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

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

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Sharing]**, **[Ports]**, **[Advanced]**, **[Color Management]** and **[Security]**

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default setting you want to change.**

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

The Printer Properties appear.

D **Make desired settings, and then click [OK].**

Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Note

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

Making printer default settings – Printing Preferences Properties

Limitation

❒ Changing the printer settings 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.

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

The **[Printers]** window appears.

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

C On the [File] menu, click [Printing Preferences].

The Printing Preferences Properties appear.

D Make desired settings, and then click [OK].

⚲Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

✎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 Printing Preferences Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

✎Note

❒ General users can change the settings in an application's **[Print]** window.

❒ The actual procedures you should follow to open the Printing Preferences Properties may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

A On the [File] menu, click [Print].

The **[Print]** window appears.

B Select the printer you want to use in the [Select Printer] box.

C Make desired settings, and then click [Print] to start printing.

⚲Reference

For more information about each tab, see the "Operating Instruction" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

D Click [OK] to start printing.

Windows NT 4.0 - Accessing the Printer Properties

There are three methods you can use to open the Printer Properties.

Making printer default settings - Printer Properties

❣ Limitation

❒ Changing the printer settings 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 under Full Control permission.

✐ Note

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

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Ports]**, **[Scheduling]**, **[Sharing]** and **[Security]**

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default settings you want to change. On the [File] menu, click [Properties].**

The Printer Properties appear.

🔎 Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

✐ Note

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

Making printer default settings - Default Document Properties

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

The **[Printers]** window appears.

B **Click the icon of the printer whose default settings you want to change. On the [File] menu, click [Document Defaults].**

The Default Document Properties appear.

℘ **Reference**

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

✐ **Note**

❐ Settings you make here are used as the default settings when printing from applications.

Making printer settings from an application

To make the printer settings for a specific application, open the Document Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows NT 4.0.

✐ **Note**

❐ General users can change the settings in an application's **[Print]** window.

❐ The actual procedures you should follow to open the Document Properties may differ depending on the application. For more information about the procedures, see the documentation that comes with the application you are using.

❐ Any settings you make in the following procedure are valid for the current application only.

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

The **[Print]** window appears.

B **From the [Name:] box, select the printer you want to use, and then click [Properties].**

The Printer Properties appear.

C **Make desired settings, and then click [OK].**

℘ **Reference**

For more information about each tab, see the "Operating Instruction" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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

Macintosh - Setting Up for Printing

Making paper settings from an application

A **Open the file you want to print.**

B **On the [File] menu, click [Page Setup].**

[LaserWriter 8 Page Setup] appears.

C **Confirm that the printer you want to use is shown in the [Format for:] box.**

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 depends on the application you are using. For more information, see the documentation that comes with the Macintosh.

D **From the [Paper:] box, select the paper size.**

E **Make desired settings, and then click [OK].**

- -

☆Small Size Print Area

This printer supports printing on print areas such as "A4 Small" and "Letter Small" when printing from a Macintosh only with specific versions of the driver. The LaserWriter 8.4x (or later) driver supports printing on both standard and small print areas. However, with LaserWriter 8.3x (or earlier), the small print area options are not displayed.

With LaserWriter 8.3x (or earlier), select A4, for example, and click **[Options]** in the **[Page Setup]** dialog box, then use the **[Larger Print Area]** option. Checking **[Larger Print Area]** produces the same printing result as LaserWriter 8.4x (or later) standard A4 print area. Unchecking the **[Larger Print Area]** produces the same result as the LaserWriter 8.4x (or later) "A4 Small" print area.

- -

Setting up for printing from an application

A **Open the file you want to print.**

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

The Printer Settings appear.

C **Confirm that the printer is selected in the [Printer] box.**

D **Make desired settings, and then click [Print].**

✑ Reference

For more information about setting up for printing from an application, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Canceling a Print Job

Windows 95/98/Me - Canceling a Print Job

A **Double-click the printer icon on the task bar.**

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

B **Click the name of the job you want to cancel.**

C **On the [Document] menu, click [Cancel Printing].**

Note

❒ You can also open the print job queue window by double-clicking the printer icon in the **[Printers]** window.

D **Press 【Reset】 on the operation panel.**

A message appears on the panel display indicating that the print job is being canceled.

Important

❒ 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 the data that has already been processed internally by the printer. Because of this, printing might continue for a few pages after you press 【Reset】.

❒ A print job that contains a large volume of data might take considerable time to stop.

Windows 2000 - Canceling a Print Job

A **Double-click the printer icon on the taskbar.**

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

B **Select the name of the job you want to cancel.**

C **On the [Document] menu, click [Cancel].**

Note

❒ You can also open the print job queue window by double-clicking the printer icon in the **[Printers]** window.

4 **Press 【Reset】 on the operation panel.**

A message appears on the panel display indicating that the print job is being canceled.

⚠️**Important**

❐ 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 might continue for a few pages after you press 【Reset】.

❐ A print job that contains a large volume of data might take considerable time to stop.

Windows NT 4.0 - Canceling a Print Job

1 **Double-click the printer icon on the task bar.**

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

2 **Click the name of the job you want to cancel.**

3 **On the [Document] menu, click [Cancel].**

✐ **Note**

❐ You can also open the print job queue window by double-clicking the printer icon in the **[Printers]** window.

4 **Press 【Reset】 on the operation panel.**

A message appears on the panel display indicating that the print job is being canceled.

⚠️**Important**

❐ 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 might continue for a few pages after you press 【Reset】.

❐ A print job that contains a large volume of data might take considerable time to stop.

Macintosh - Canceling a Print Job

A **Double-click the printer icon on the desktop.**

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

B **Click the name of the job you want to cancel.**

C **Click the pause icon, and then click the trash icon.**

D **Press 【Reset】 on the operation panel.**

A message appears on the panel display indicating that the print job is being canceled.

⚠️Important

❒ 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 might continue for a few pages after you press 【Reset】.

❒ A print job that contains a large volume of data might take considerable time to stop.

2. Uninstalling the Printer Driver and Software

Uninstalling the IPDL-C Printer Driver

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

Follow the appropriate procedure below.

Windows 95/98/Me - Uninstalling the IPDL-C Printer Driver

A **Close all the applications that are currently running.**

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

The **[Printers]** window appears.

C **Click the icon of the printer you want to remove.**

D **On the [File] menu, click [Delete].**

A confirmation dialog box appears.

E **Click [Yes] to uninstall the printer driver.**

Windows 2000 - Uninstalling the IPDL-C Printer Driver

� Limitation

❒ Uninstalling a printer driver requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you uninstall a printer driver, log on using an account that has Manage Printers permission.

A **Close all the applications that are currently running.**

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

The **[Printers]** window appears.

C **Click the icon of the printer you want to remove.**

D **On the [File] menu, click [Delete].**

A confirmation dialog box appears.

E **Click [Yes] to uninstall the printer driver.**

Windows NT 4.0 - Uninstalling the IPDL-C Printer Driver

💡 **Limitation**

❒ Uninstalling the 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 under Full Control permission.

A **Close all the applications that are currently running.**

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

The **[Printers]** window appears.

C **Click the icon of the printer you want to remove.**

D **On the [File] menu, click [Delete].**

A confirmation dialog box appears.

E **Click [Yes] to uninstall the printer driver.**

Uninstalling the RICOH-SCRIPT2 Printer Driver

This section describes how to uninstall the RICOH-SCRIPT2 printer driver. The actual procedure may differ depending on the operating system.

Follow the appropriate procedure below.

Windows 95/98/Me - Uninstalling the RICOH-SCRIPT2 Printer Driver

A **Close all applications that are currently running.**

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

The **[Printers]** window appears.

C **Click the icon of the printer you want to remove.**

D **On the [File] menu, click [Delete].**

A confirmation dialog box appears.

E **Click [Yes] to uninstall the printer driver.**

Windows 2000 - Uninstalling the RICOH-SCRIPT2 Printer Driver

♦ Limitation

❐ Uninstalling a printer driver requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you uninstall a printer driver, log on using an account that has Manage Printers permission.

A **Close all the applications that are currently running.**

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

The **[Printers]** window appears.

C **Click the icon of the printer you want to remove.**

D **On the [File] menu, click [Delete].**

A confirmation dialog box appears.

E **Click [Yes] to uninstall the printer driver.**

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Windows NT 4.0 - Uninstalling the RICOH-SCRIPT2 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 under Full Control permission.

A **Close all applications that are currently running.**

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

The **[Printers]** window appears.

C **Click the icon of the printer you want to remove.**

D **On the [File] menu, click [Delete].**

A confirmation dialog box appears.

E **Click [Yes] to uninstall the printer driver.**

Macintosh - Uninstalling the RICOH-SCRIPT2 Printer Driver

A **Drag the PPD file you want to uninstall inside the following folder to [Trash].**

`\System Folder\Extensions\Printer Descriptions\`

B **Drag the PPD file you want to uninstall inside the following folder to [Trash].**

`\System Folder\Preferences\Printing Prefs\Parsed PPD Folder\`

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.

🖉 **Note**

❐ The "⬚" symbol means short-edge feed direction.

❐ This printer supports short-edge feed direction (⬚) only.

❐ The supported paper sizes may differ depending on the memory capacity of the printer. ⇒ P.113 *"Memory Capacity and Paper Size"*

🔎 **Reference**

For more information about loading each type of paper, see P.24 *"Types of paper and other media"*.

❖ **Paper sizes and paper feed directions supported by each paper tray (Metric version)**

	Feed direction	Size (mm)	Standard tray (Tray 1)	Paper Cassette Type204 (Tray 1)	PAPER FEED UNIT Type206 (Tray 2)
A4	⬚	210 × 297	❍	❍	❍
B5 JIS	⬚	182 × 257	❍	❍	❍
A5	⬚	148 × 210	☆	☆	×
Letter	⬚	216 × 279	❍	❍	❍
Com#10 Env	⬚	105 × 241	☆	☆	×
DL Env	⬚	110 × 220	☆	☆	×
Legal	⬚	216 × 356	×	❍	×

3

	Feed direction	Size (mm)	Standard tray (Tray 1)	Paper Cassette Type204 (Tray 1)	PAPER FEED UNIT Type206 (Tray 2)
8.5 × 13	🗋	216 × 330	×	☆	×
8.25 × 13	🗋	210 × 330	×	☆	×
8 × 13	🗋	203 × 330	×	☆	×
Custom Size	—	—	☆	☆	×

- ○ means that the size is supported and automatically recognized by the printer.

- ☆ means that the size is supported and needs to be selected using the operation panel. ⇒ P.30 *"Selecting paper size using the operation panel"*

- × means that the size is not supported.

❖ **Paper sizes and paper feed directions supported by each paper tray (Inch version)**

	Feed direction	Size (inch)	Standard tray (Tray1)	Paper Cassette Type204 (Tray1)	PAPER FEED UNIT Type206 (Tray2)
Letter	🗋	$8\,^1/_2" \times 11"$	○	○	○
Legal	🗋	$8^1/_2" \times 14"$	×	○	×
8.5 × 13	🗋	8.5" × 13"	×	☆	×
8.25 × 13	🗋	8.25" × 13"	×	☆	×
8 × 13	🗋	8" × 13"	×	☆	×
A4	🗋	10.12" × 14.33"	○	○	○

	Feed direction	Size (inch)	Standard tray (Tray1)	Paper Cassette Type204 (Tray1)	PAPER FEED UNIT Type206 (Tray2)
B5 JIS	⬓	7.17" × 10.12"	○	○	○
A5	⬓	5.83" × 8.27"	☆	☆	×
Com#10 Env	⬓	$4\,^1/_8" × 9\,^1/_2"$	☆	☆	×
DL Env	⬓	4.33" × 8.66"	☆	☆	×
Custom Size	—	—	☆	☆	×

- ○ means that the size is supported and automatically recognized by the printer.

- ☆ means that the size is supported and needs to be selected using the operation panel. ⇒ P.30 *"Selecting paper size using the operation panel"*

- × means that the size is not supported.

❖ **Paper weight and number of sheets to be set**

	Supported paper weights	Maximum number of sheets (plain paper) [1]
Standard tray	64 - 163 g/m^2 (18 - 43 lb)	250 (82 g/m^2, 22 lb)
Paper Cassette Type204 (optional)	64 - 163 g/m^2 (18 - 43 lb)	250 (82 g/m^2, 22 lb)
PAPER FEED UNIT Type206 (optional)	64 - 105 g/m^2 (18 - 28 lb)	500 (82 g/m^2, 22 lb)

[1] Confirm that the top of the stack is not higher than the limit mark indicated on the side guide of the tray.

Paper Recommendations

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

Loading paper

⚠️Important

❒ Do not use paper that is meant for an ink-jet printer. This paper may stick to the fusing unit and cause a paper misfeed.

❒ When printing on an OHP transparency that has a print side, load it with the print side up. Not taking this precaution may cause the OHP transparency to stick to the fusing unit and cause a misfeed.

• Use only the recommended paper types. Print quality cannot be guaranteed if other paper types are used. ⇒ P.27 *"Paper not supported by this printer"*

• Do not use paper that has already been printed on.

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

- The standard tray can hold up to 250 sheets. [1]
- PAPER FEED UNIT Type206 (option) can hold up to 500 sheets. [1]
  [1] : Based on paper that is 80 g/m^2 (20 lb) in weight.
- If paper is curled or bent, straighten it before loading.
- Make sure that the stack of paper is no higher than the PAPER upper limit mark(▼) inside the tray.
- Paper sizes available for the auto duplex printing are A4▯, B5 JIS▯, Letter▯, and Legal▯. To use Legal size paper, Paper Cassette Type204 (option) is required.

❖ **Thick paper**

- If you print on paper heavier than 105 g/m^2 (28 lb) (up to 160 g/m$_2$ (43 lb)), use the standard tray or the Paper Cassette Type204 (option). The print quality on paper that is thicker cannot be guaranteed.
- Make sure that the stack of paper is not higher than the LABEL upper limit mark (▼) inside the tray.

  🖉 **Note**
  ❐ The number of sheets that can be loaded may vary depending on the paper thickness and paper type.

- When printing on thick paper, you should select the thick paper mode with the printer driver.
- Auto duplex printing onto thick paper is not available.

❖ **Adhesive labels**

- When printing on adhesive labels, use the standard tray or the Paper Cassette Type204 (option).
- Load adhesive labels into the tray with the print side face up.
- Remove any unused adhesive labels from the tray after you are finished printing. Leaving them in the tray can cause them to curl.
- When printing on adhesive labels, you should select the plain paper mode with the printer driver.
- The standard tray or the Paper Cassette Type204 can hold up to 30 sheets of adhesive labels.

  🖉 **Note**
  ❐ The number of sheets that can be loaded may vary depending on the paper thickness and paper type.

- In auto duplex printing, do not use adhesive labels.
- Make sure that the stack of paper is no higher than the LABEL upper limit mark (▼) inside the tray.

❖ **OHP transparencies**

- When printing on OHP transparencies, use the standard tray or the Paper Cassette Type204 (option).
- Load OHP transparencies into the tray with the print side face up or they may stick to the fusing unit and cause a misfeed.
- Remove any unused OHP transparencies from the tray after you are finished printing. Leaving them in the tray may cause them to stick together.
- When printing on OHP transparencies, you should select the OHP transparency mode with the printer driver.

- The standard tray or the Paper Cassette Type204 can hold up to 50 OHP transparency sheets.

    ### 🖉 Note
    ❒ The number of sheets that can be loaded may vary depending on the paper thickness and paper type.

- Make sure that the stack of paper is not higher than the OHP FILM upper limit mark (▼) inside the tray.

- In auto duplex printing, do not use OHP transparencies or they may stick to the fusing unit and cause a misfeed.

- When printing on OHP transparencies, it may take 1 to 2 minutes before printing starts in order to keep the printer in an appropriate condition.

❖ **Envelopes**

- When printing on envelopes, use the standard tray or the Paper Cassette Type204 (option).

- You can select the sizes for the envelopes using the operation panel.
  ⇒ P.79 *"Using the Operation Panel"*

- Recommended types of envelopes are as follows:
    - Com#10 Env
    - DL Env

- Do not stack envelopes over the limit mark.

- Confirm that print side is facing up.

- 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 margins, to at least 20 mm (0.8") each.

- Do not print on both sides of envelopes.

- Load only one size and type of envelope at a time.

- Before loading envelopes, flatten the leading edges (sides being fed into the printer) of them by running a pencil or ruler across them.

- Some kinds of envelopes might cause misfeeds, wrinkles or poor printing.

- The print quality on envelopes may be uneven as different parts of an envelope have different thickness. Print one or two envelopes to check the print quality.

- Avoid using the non-supported envelopes listed on P.27 *"Paper not supported by this printer"*.

- Auto duplex printing onto envelopes is not available.

Paper not supported by this printer

Avoid using the following types of paper that are not supported by this printer:
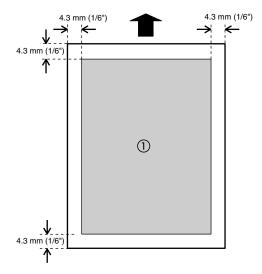
- Paper whose weight is heavier or lighter than the limitation.
- Bent, folded, or creased paper
- Curled or twisted paper
- Torn paper
- Wrinkled paper
- Damp paper
- Paper stuck together
- Paper that is dry enough to emit static electricity
- Paper that has already been printed onto, except preprinted letterhead

Note
❒ Ink on paper from an earlier print job, another copier, an ink-jet printer or other devices could damage the fusing unit of this printer due to different fusing temperatures.

- Coated paper
- Special paper, such as thermal paper, aluminum foil, carbon paper and conductive paper
- Heavily textured paper
- Glued paper
- OHP transparencies for ink-jet printers
- Label paper on which glue or base paper is exposed
- Paper with clips or staples
- Paper with tape or ribbons attached
- Paper meant for an ink-jet printer
- Envelopes that are:
    - 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

Printable Area

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

①: printable area

✐ **Note**

❒ The above illustration shows the printable area for plain paper. For other types of paper, the margin width should be 8.6 mm (1/3″).

❒ As for plain paper, when duplex printing is made, the top margin width will be 7 mm depending on the page.

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

Loading Paper

Loading Paper in the Paper Tray

This section describes instructions for loading paper in the standard paper tray and the Paper Cassette Type204 (option).
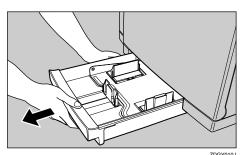
⚠ **CAUTION:**

- *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 a personal injury.*

🔍 **Reference**
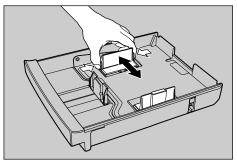
> For more information about the size and feed direction of paper that can be loaded in the tray, see P.21 *"Paper and Other Media Supported by This Printer"*.
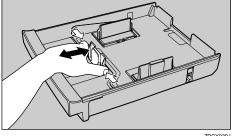
📝 **Note**

❒ Custom size paper is supported by the standard tray or the Paper Cassette Type204 (option) only. (Both are referred to as Tray 1.)

1 **Carefully pull the paper tray out of the printer and place it on a flat surface.**

ZDGY010J
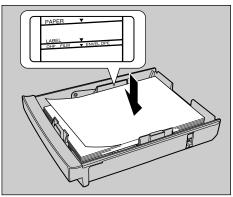
2 **Slide the paper guides to positions that match the size of paper you want to load.**

ZDGY020J

ZDGY030J

3 **Load paper into the tray with the side to be printed facing up.**

ZDGY040J

💥 **Important**

❒ Confirm that the top of the stack is not higher than the limit mark (▼) inside the tray.

❒ The front and side guides should be set to the correct paper size to avoid paper feed problems.

❒ Do not mix different kinds of paper in the tray.

❒ To avoid paper multi-feeds, shuffle sheets before setting them in the tray.

D **Slide the paper tray completely into the printer.**

⚠️**Important**

❒ Be sure to insert the paper tray completely, or paper misfeeds might occur.

❒ If the paper size shown on the panel display differs from the size of paper actually loaded, re-adjust the position of the paper guides.
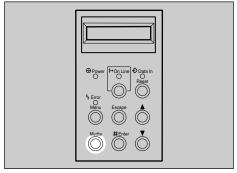
Selecting paper size using the operation panel

Use the following procedure to specify the paper size from the printer's operation panel after loading custom size paper into the standard paper tray.

⌨️ **Note**

❒ You can set the custom size paper in the standard tray or the Paper Cassette Type204 (option) only.

❒ After pressing a key, wait until the display changes as described before performing the next key operation.

A **Press 【Media】.**

ZDHS021E

The "Media" menu appears.

```
<Media>          ▲
1. Paper Tray    ▼
```

B **Press 【▲】 or 【▼】 to display "Paper Size", and then press 【#Enter】.**

```
<Media>          ▲
2.Paper Size     ▼
```

The "Paper Size" menu appears.

```
<Paper Size>     ▲
＊Auto Detect     ▼
```

C **Press 【▲】 or 【▼】 to display "Custom", and then press 【#Enter】.**

The following message appears.

```
<Custom>       ▼
▲▼/# Width 210mm
```

D **Press 【▲】 or 【▼】 to change the third (leftmost) digit of the paper width.**

```
<Custom>       ▼
▲▼/# Width 110mm
```

E **When the third digit is the value you want, press 【#Enter】 to move the ▼ pointer to the second digit.**

```
<Custom>        ▼
▲▼/# Width 110mm
```

Note

❒ You can press 【Escape】 to move the pointer to the left.

F **Press 【▲】 or 【▼】 to change the second (center) digit of the paper width.**

```
<Custom>        ▼
▲▼/# Width 120mm
```

G **Repeat steps E and F to set the value of the first (rightmost) digit of the width.**

H **While the pointer is located at the first (rightmost) digit of the width, press 【#Enter】 to advance to the length setting display.**

```
<Custom>        ▼
▲▼/# Length297mm
```

I **Use the same procedure as that for the width to set the three digits of the length. Move the ▼ pointer to the left with 【Escape】 and to the right with 【#Enter】. Press 【▲】 and 【▼】 to change the digit where the pointer is located.**

J **While the ▼ pointer is located at the first (rightmost) digit of the length, press 【#Enter】.**

The "Media" menu appears.

K **Press 【On Line】.**

The normal display screen appears.

Note

❒ To change from the "Custom" size setting to automatic paper size detection, press 【▲】 and 【▼】 in step C of the above procedure to scroll to "Auto Detect", and then press 【#Enter】.
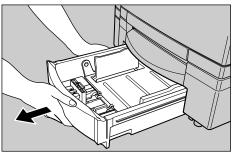
Loading Paper in the PAPER FEED UNIT Type206

⚠Important

❒ The paper tray cannot be pulled out completely from the paper feed unit. Do not try to pull it out forcibly.
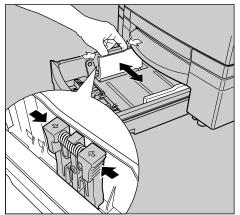
Note

❒ For more information about the size and feed direction of paper that can be loaded in the paper feed unit, see P.21 "*Paper and Other Media Supported by This Printer*".

A **Slide the paper tray out until it stops.**
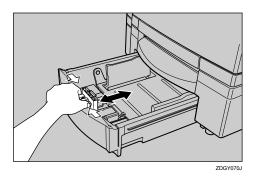
ZDGY050J
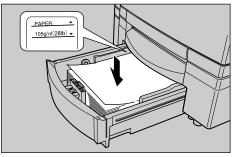
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B **Slide the paper guides to positions that match the size of paper you want to load.**

ZDGY060J

ZDGY070J

C **Load paper into the tray with the side to be printed facing up.**

PAPER
105g/m²(28lb)

ZDGY080J

Important

❒ Confirm that the top of the stack is not higher than the limit mark (▼) inside the tray.

❒ The front and side guides should be set to the correct paper size to avoid paper feed problems.

❒ Load only plain paper in the paper feed unit. To print on thick paper, adhesive labels, OHP transparencies or envelopes, use the standard tray.

❒ To avoid paper multi-feeds, shuffle sheets before loading them in the tray.

D **Slide the paper tray into the paper feed unit until it stops.**

Important

❒ Be sure to insert the paper tray completely, or paper misfeeds might occur.

❒ If the paper size shown on the panel display differs from the size of paper actually loaded, re-adjust the position of the paper guides.
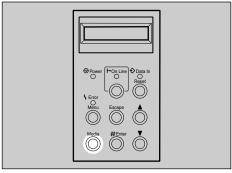
Switching between Paper Trays

When paper of the same size is loaded in both the standard tray and the paper feed unit (option), and when "Auto Tray Select" is set with the printer driver, paper will be fed from the standard tray when you start printing. To print on paper loaded in the paper feed unit, switch the tray to be used to the paper feed unit using "1. Paper Tray" in the System Menu.⇒ P.90 *"System Menu"*

Printing a configuration page from tray 2

If "Custom Size" is applied to tray 1 (the standard tray), you cannot print a configuration page, a color sample, a job log and a statistics report using paper set in tray 1. In this case, set A4 or Letter size paper in tray 2 (optional paper feed unit), and then proceed as follows to print a desired sheet using paper set in tray 2.

A **Press 【Media】.**

ZDHS021E

The "Media" menu appears.

```
<Media>          ▲
1. Paper Tray    ▼
```
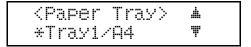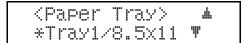
B **After confirming that "1. Paper Tray" is on the display, press 【#Enter】.**

The Paper Tray menu appears.

- Metric version

```
<Paper Tray>     ▲
*Tray1/A4        ▼
```

- Inch version

```
<Paper Tray>      ▲
*Tray1/8.5x11  ▼
```

📎 Note

❒ An asterisk (*) indicates the currently selected paper tray.

C **Press 【▲】 and 【▼】 to display "Tray2/(paper size)", and then press 【#Enter】.**

This selects the paper feed unit, and the "Media" menu appears.

D **Press 【On Line】.**

The normal display screen appears.

📎 Note

❒ To return to the standard tray, select "Tray1/(paper size)" in step **C**.

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4. Troubleshooting

Error & Status Messages

There are three types of error and status messages.

- Printed error messages
- Error and status messages on the operation panel
- Printer information received from the network

Printed Error Messages

The error message shown below is printed by the printer whenever there is not enough memory to print data.

Error message	Required action
There is not enough memory in your printer to print this page.Change print quality in the printer driver and try again.For details, please refer to the troubleshooting section in your manual.	The following are the actions you should take when you encounter memory shortage problems. If these actions do not solve the problem individually, try them in combination with each other. ⇒ P.114 *"Low Memory"* ① Increase printer memory. Install the optional memory unit to increase the amount of printer memory. ② Reduce resolution. Use the printer driver to set resolution to 300 dpi. ⇒Help of the printer driver ⇒"RICOH-SCRIPT2 Operating Instructions" ③ Turn on "Image Memory". Use the printer's "System Menu" to turn on "Image Memory".⇒ P.90 *"System Menu"*

Error & Status Messages on the Operation Panel

⚠️**Important**

❒ If an error message that is not included in the following table appears on the panel display, turn the printer off and on. If this does not clear the error message, write down the error number and the message, and contact your sales or service representative.

📝**Note**

❒ The panel display can show only one error message at a time. Printing a configuration page shows all current printer errors. ⇒ P.95 *"Printing the Configuration Page"*

❒ For more information about the IPDL-C printer driver, see the printer driver's Help.

Message	Description	Comments
Add Fuser Oil (on the lower line)	Fuser oil is low. You can print about 30 pages after this message appears.	Replace the fuser oil bottle. ⇒ P.72 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Add Fuser Oil (on the upper line)	The fuser oil bottle is empty.	Replace the fuser oil bottle. ⇒ P.72 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Add Toner xxx	The toner indicated by xxx runs out.	Replace the indicated toner cartridge. ⇒ P.66 *"Replacing the Toner Cartridge"*
Change 120K	It is time for scheduled maintenance.	Contact your sales or service representative.
Change Fuser	It is time to replace the fusing unit.	Contact your sales or service representative.
Change PCU	It is time to replace the photoconductor unit.	If prints are dirty, replace the photoconductor unit. ⇒ P.68 *"Replacing the Photoconductor Unit"*
Change Fuser Cleaner.	The fuser cleaner is dirty.	Replace the fuser cleaner.⇒ P.76 *"Replacing the Fuser Cleaner"*
Change XX	It is time to change the unit indicated by XX.	Contact your sales or service representative. XX indicates the unit to be replaced as follows: T1: Transfer drum R1: Pick-up roller for the standard tray R2: Pick-up roller for the paper feed unit D1: Paper discharger

Message	Description	Comments
Check Tray2 Connection	The paper feed unit (option) is not installed correctly.	Install the paper feed unit correctly.⇒ the "Setup Guide" that comes with the printer
Chg. Cleaner	The fuser cleaner is dirty.	You can print about 1,000 more pages after this message is displayed.
Close Duplex Uint Cover [*1]	The duplex unit cover is open.	Close the duplex unit cover.
Close Front Cover	The front cover is open.	Close the front cover. ⇒ the "Setup Guide" that comes with the printer
Close Rear Cover	The rear cover is open.	Close the rear cover.
Close Top Cover	The top cover is open.	Close the top cover.
Energy Saver	In the Energy Saver mode.	Press the operation key or send a job from the computer to turn the power on.
Load (paper size)	There is no paper of the indicated size in the paper tray being used.	Load the indicated paper size into the paper tray being used. ⇒ P.29 *"Loading Paper"*
	There is no paper of the correct size loaded in the paper tray.	Load the correct size paper.
Low on: xxx	The toner indicated by xxx is low.	Replace the indicated toner cartridge. The color of the toner is shown by the CMYK color model. The meaning is following. • C: cyan • M: magenta • Y: yellow • K: black ⇒ P.66 *"Replacing the Toner Cartridge"*
Open and Close Front Cover	The front cover is not closed correctly.	Open the front cover and close it correctly until it is locked into place.
Open DuplexCover Remove Misfeed [*1]	There is a paper misfed in the duplex unit.	Remove the misfed paper. ⇒ P.59 *"When the Message "Open DuplexCover Remove Misfeed" Appears"*

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Message	Description	Comments
Open Rear Cover Remove Misfeed	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.56 *"When the Message "Open Rear Cover Remove Misfeed" Appears"*
Paper Size Error	There is a difference between the paper size in the tray and the requested paper size from the computer.	Check if the correct paper is set ⇒ P.29 *"Loading Paper"*
Paper Type Error	There is a difference between the paper type in the tray and the requested paper type from the computer.	Check if the correct paper is set ⇒ P.29 *"Loading Paper"*
Remove Misfeed From Output Tray	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.57 *"When the Message "Remove Misfeed From Output Tray" Appears"*
Remove Misfeed From Paper Tray	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.54 *"When the Message "Remove Misfeed From Paper Tray" Appears"*
Reset Cleaner Correctly	The fuser cleaner roller is not installed in the printer.	Install the fuser cleaner. ⇒ P.76 *"Replacing the Fuser Cleaner"*
Reset Fusing Unit Correctly	The fusing unit is not installed in the printer.	Contact your sales or service representative.
Reset PCU Correctly	The photoconductor unit is not installed in the printer.	Install the photoconductor unit. ⇒ P.68 *"Replacing the Photoconductor Unit"*
Reset Paper Tray Correctly	The paper tray is not installed correctly.	Install the paper tray correctly.
Reset Transfer Roller Correctly	The transfer roller is not installed correctly.	Contact your sales or service representative.
Reset xxx Toner Correctly	The indicated toner cartridge is not installed in the printer.	Install the indicated toner cartridge. ⇒ P.66 *"Replacing the Toner Cartridge"*
Warming Up	The printer is warming up or processing internally.	Wait until the printer returns to the ready condition or finishes processing internally.
Waste T Full	The waste toner bottle is full.	Replace the waste toner bottle. ⇒ P.75 *"Replacing the Waste Toner Bottle"*
Waste Toner is Full	The waste toner bottle is full.	Replace the waste toner bottle. ⇒ P.75 *"Replacing the Waste Toner Bottle"*

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Message	Description	Comments
A3:Error	There is too much data for the I/O buffer to handle.	Check if the interface cable is inserted into the printer and the computer securely.
		Check if the interface cable is damaged or broken.
		Increase the size of the I/O buffer. ⇒ P.79 *"Using the Operation Panel"*
A6:Error	There is not enough printer memory to print one or more of the pages in the print job.	See P.114 *"Low Memory"*.
AB:Error	The printer is unable to process the data you are trying to print.	Install optional memory unit to increase the amount of printer memory.
		Reduce the amount of data being sent to the printer.
B0:Error	An error has occurred in the optional memory unit.	Turn the printer off and on. Then, try to print again.
		Turn off the printer. Remove and reinstall the memory unit and turn on the printer. Then, try to print again.
		Turn off the printer. Remove the memory unit and turn on the printer. Then, try to print again. **Note** ❒ In this case, you might not be able print complex print jobs.
B1:Error	An error has occurred in the standard parallel interface.	Contact your sales or service representative.
B3:Error	The printer setting is wrong.	Reset the printer using "Menu Reset" of the "Maintenance" menu. ⇒ P.79 *"Using the Operation Panel"*
B5:Error	An error has occurred in the RICOH-SCRIPT2 module.	Contact your sales or service representative.

Message	Description	Comments
B7: Error	An error has occurred in the optional Network Interface Board.	Turn the printer off and on. Then, try to print again.
		Turn off the printer. Remove and reinstall the Network Interface Board and turn on the printer. Then, try to print again.
		Turn off the printer. Remove the Network Interface Board from the printer and turn on the printer. Then, try to print again.
		✎ **Note** ❐ If you remove the Network Interface Board, you cannot print via the network. You can send the print job to the printer only via a parallel cable connection.
85:Error	The printer has run out of frame memory. There is not enough memory to render the graphic data.	Reduce the size of the input buffer, or add optional memory.
86:Error	You may be trying to print with the wrong printer driver.	Confirm that you are using the correct printer driver.
	You might not be using the correct interface cable.	Confirm that you are using the correct interface cable.
91:Error	An error has occurred in the printer's standard memory.	Turn the printer off and on. Then, try to print again.
94:Error	The amount of the memory is not set correctly.	Specify the correct amount of memory using the printer driver.

[*1] This message appears when the optional duplex unit is installed to the printer.

✎ **Note**

❐ If you cannot solve the problem by taking the above actions, turn the printer off and on. If this does not clear the error message, write down the error number and the message, and contact your sales or service representative.

Getting Printer Information over the Network

Note

❒ The optional Network Interface Board is required to acquire printer information over the network.

Printer current status

You can check the printer's current status using the following method.

❖ UNIX
Use the lpq command or stat parameter of rsh, rcp, or ftp.

❖ mshell
Use status command.
For more information ⇒ "Operating Instructions" of the optional network interface board

Message	Description	Comments
Call Service	There is a malfunction in the printer.	Turn the printer off and on. If this does not clear the problem, contact your sales or service representative.
Cleaner : Not Set Correctly	The fuser cleaner roller is not installed in the printer.	Install the fuser cleaner.⇒ P.76 *"Replacing the Fuser Cleaner"*
Color Toner: Not Set Correctly	A toner cartridge is not installed in the printer.	Install the toner cartridge.⇒ P.66 *"Replacing the Toner Cartridge"*
Duplex Unit Cover Open	The cover of the duplex unit is open.	Close the cover.
Energy Save Mode	The printer is in Energy Saver mode.	Wait for a while.
Front Cover Open	The front cover is open.	Close the front cover. ⇒ the "Setup Guide" that comes with the printer
FrontCover:Not Closed Properly	The front cover is not closed correctly.	Open the front cover, and close it again until it locks into place.
Fusing Oil is Low	Fuser oil is low. You can print about 30 pages more after this message appears.	Replace the fuser oil bottle. ⇒ P.72 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Fusing Oil is Empty	The fuser oil bottle is empty.	Replace the fuser oil bottle. ⇒ P.72 *"Replacing the Fuser Oil Bottle and Ozone Filter"*

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Message	Description	Comments
Fusing Unit: Not Set Correctly	The fusing unit is not installed in the printer.	Contact your sales or service representative.
Low on Toner	Toner is low.	Prepare the toner.
Low on xxx Toner	The indicated toner is low.	Replace the indicated toner cartridge. After this message appears, you can print about 300 pages (A4 5% chart) for C (cyan), M (magenta), or Y (yellow) toner. Printing is disabled when the printer runs out of any one toner color. ⇒ P.66 *"Replacing the Toner Cartridge"*
Maintenance Required	It is time for periodic maintenance.	Contact your sales or service representative.
No Paper	There is no paper in the paper tray.	Load paper into the paper tray. ⇒ P.29 *"Loading Paper"*
Paper Misfeed at Duplex Unit	There is a paper misfed in the duplex unit.	Remove the misfed paper. ⇒ P.59 *"When the Message "Open DuplexCover Remove Misfeed" Appears"*
Paper Misfeed at Output Tray	There is a paper misfed in the printer.	Remove the misfed paper. ⇒ P.57 *"When the Message "Remove Misfeed From Output Tray" Appears"*
Paper Misfeed at Rear Cover	There is a paper misfed in the printer.	Remove the misfed paper.⇒ P.56 *"When the Message "Open Rear Cover Remove Misfeed" Appears"*
Paper Misfeed at Tray	There is a paper misfed in the printer.	Remove the misfed paper. ⇒ P.54 *"When the Message "Remove Misfeed From Paper Tray" Appears"*
Paper Tray : Not Set Correctly	The paper tray is not installed correctly.	Install the paper tray correctly.
Paper Type Error	There is a difference between the paper type in the tray and the requested paper type from the computer.	Check if the correct paper is set.⇒ P.29 *"Loading Paper"*
PCU : Not Set Correctly	The photoconductor unit is not installed in the printer.	Install the photoconductor unit correctly. ⇒ P.68 *"Replacing the Photoconductor Unit"*
Performing Self Check	The printer is running the built-in self check program.	Wait for a while.
Ready	Printer works properly.	—

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Message	Description	Comments
Rear Cover Open	The rear cover is open.	Close the rear cover. ⇒ the "Setup Guide" that comes with the printer
Time to Change Fuser Cleaner	It is time to replace the fuser cleaner.	Replace the fuser cleaner. ⇒ P.76 *"Replacing the Fuser Cleaner"*
Time to Change Fusing Unit	It is time to replace the fusing unit.	Contact your sales or service representative.
Time to Change PCU	It is time to replace the photoconductor unit.	If printed side gets dirty, replace the photoconductor unit. ⇒ P.68 *"Replacing the Photoconductor Unit"*
Time to Change XX	It is time to replace the unit indicated by XX.	Contact your sales or service representative. XX indicates the unit to be replaced as follows: T1: Transfer drum R1: Pick-up roller for the standard tray R2: Pick-up roller for the paper feed unit D1: Paper discharger
Toner is Empty	A toner cartridge runs out.	Replace the toner cartridge.⇒ P.66 *"Replacing the Toner Cartridge"*
Top Cover Open	The top cover remains open.	Close the top cover.
TransferRoller:NotSetCorrectly	The transfer roller is not installed correctly.	Contact your sales or service representative.
Tray2 : Not Set Correctly	The paper feed unit (option) is not installed correctly.	Install the paper feed unit correctly.⇒the "Setup Guide" that comes with the printer
Warming Up	The printer is preparing for printing.	Wait until the printer is warmed up.
Waste Toner is Full	The waste toner bottle is full.	Replace the waste toner bottle. ⇒ P.75 *"Replacing the Waste Toner Bottle"*
XXX: Not Set Correctly	The indicated toner cartridge is not installed correctly.	Install the indicated toner cartridge correctly.⇒ P.66 *"Replacing the Toner Cartridge"*
xxx Toner is Empty	The indicated toner is low or has run out.	Replace the indicated toner cartridge. ⇒ P.66 *"Replacing the Toner Cartridge"*

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Printer configuration

You can check the printer's current status using the following method.

❖ **UNIX**
Use the info parameter of rsh, rcp, or ftp

❖ **mshell**
Use info command.
For more information ⇒"Operating Instructions" of the optional network interface

✐ **Note**

❒ "*" (asterisk) indicates the current setting.

❒ Items marked by "*" are explained in the following tables.

Item	Description
Input Tray	
No.	ID number of the paper tray
Name	Name of the paper tray[*1]
PageSize	Paper size loaded in the paper tray[*2]
Status List	Current status of the paper tray[*3]
Output Tray	
No.	ID number of the output tray
Name	Name of the output tray (Fixed to "Standard")
Status	Current status of the output tray (Fixed to "Normal")
Emulation	
No.	ID number of the emulation used by the printer
Name	Name of the emulation used in the printer[*4]
Version	Version of the emulation
Program	
No.	ID number of the program
Name	Name of the program (Fixed to blank.)

❖ ***1 Input Tray: Name**

Name	Description
Tray1	Standard tray
Tray2	Paper feed unit

❖ *2 Input Tray: PageSize

Paper size	Description
A4R	A4 $\square$
A5R	A5 $\square$
B5R	B5 $\square$
LGR	$8^1/_2''\times14''$ $\square$
LTR	$8^1/_2''\times11''$ $\square$
FRE	Custom size

❖ *3 Input Tray: Status

Status	Description
Normal	—
NoTray	There is no paper tray
PaperEnd	There is no paper in the paper tray

❖ *4 Emulation: Name

Emulation name	Description
RWC(IPDL-C)	IPDL-C
RPS(RicohScript2)	RICOH-SCRIPT2

Printer Does Not Print

Possible cause	Solutions
Is the power on?	If not, confirm that the power cord is securely plugged into the power outlet and the printer.
	Turn on the printer. ⇒ the "Setup Guide" that comes with the printer
Does the **On Line** indicator stay on?	If not, press 【**On Line**】 to make it light up.
Does the **Error** indicator stay red?	If so, check the error message on the panel display and take the required action. ⇒ P.36 *"Error & Status Messages on the Operation Panel"*
Is the paper loaded?	Load paper into the paper tray. ⇒ P.29 *"Loading Paper"*
Is the interface cable between the printer and the computer connected securely?	Connect the interface cable properly. If there are any connectors or screws, confirm that they are fastened securely.
	For more information about the settings, see the "Quick Installation Guide".
Are you using a correct interface cable?	The type of 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.
	For more information about the settings, see the "Quick Installation Guide".
Did you connect the interface cable after turning on the power switch?	Connect the interface cable before turning on the power switch.
When you print using the RICOH-SCRIPT2 printer driver in a network, data is received by the printer, but is not printed.	❖ **Windows 95/98/Me** On the **[PostScript]** tab of the Printer Properties, click **[Advanced]** and then clear both **[Send CTRL+D before job]** and **[Send CTRL+D after job]**. ❖ **Windows 2000** On the **[Device Settings]** tab of the Printer Properties, select **[No]** for both **[Send CTRL-D Before Each Job:]** and **[Send CTRL-D After Each Job:]**. ❖ **Windows NT 4.0** Open the **[Advanced]** tab of the Printer Properties. From **[PostScript Options]**, select **[No]** for both **[Send CTRL-D Before Each job:]** and **[Send CTRL-D After Each job:]**.

Possible cause	Solutions
If you print using the RICOH-SCRIPT2 printer driver, printing does not start or is interrupted.	❖ **Windows 95/98/Me** Set a longer **[Job timeout:]** period with the **[PostScript]** tab of the Printer Properties. ❖ **Windows 2000** Set a longer **[Job Timeout:]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Windows NT 4.0** Set a longer **[Job Timeout:]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Macintosh** Set a longer **[Job Timeout]** period.
	A PostScript error might occur if there is not enough memory in the machine, or there are errors in the print data sent to the machine. • Print the configuration page to check the amount of available memory. • If the memory size is full, increasing the memory may solve this problem. If you still cannot clear the problem, contact your sales or service representative.

	The print job might be reset. Do the following.
	
	• Confirm that you have selected the correct printer driver. Try printing again.
	• Set a longer Wait Timeout.
	
	  ❖ **Windows 95/98/Me**
	  Set a longer **[Wait timeout:]** period with the **[PostScript]** tab of the Printer Properties.
	
	  ❖ **Windows 2000**
	  Set a longer **[Wait Timeout:]** period with the **[Device Settings]** tab of the Printer Properties.
	
	  ❖ **Windows NT 4.0**
	  Set a longer **[Wait Timeout:]** period with the **[Device Settings]** tab of the Printer Properties.
	
	  ❖ **Macintosh**
	  You can specify a longer "I/O Timeout" period on the operation panel. ⇒ P.79 *"Using the Operation Panel"*

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Possible cause	Solutions
Is the **Data In** indicator blinking or lit after starting the print job?	If the **Data In** indicator stays off, data is not being sent to the printer or the printer may be resetting the print job because there was a long delay in receiving the data from the computer.
	❖ **If the printer is using "I/O Timeout"** Increase the value of the "I/O Timeout" setting of the "IPDL-C Menu" or "RPS2 Menu". Or set the "I/O Timeout" value to "0" (this is the off setting). ⇒ P.79 *"Using the Operation Panel"*
	❖ **If the printer is connected to the computer using the parallel cable** Confirm that the printer port settings are correct. For a parallel port connection, port LPT1 or LPT2 should be set. For more information about the printer port settings, see the notes after this table.
	❖ **Network connection** Contact your network administrator.
	If the **Data In** indicator is blinking or lit.
	The printer may be resetting the print job. Take the following steps to correct the situation.
	• Increase the "Job Timeout" setting of the "IPDL-C Menu" or "RPS2 Menu".
	• Confirm that the printer driver settings are correct.
	• Change the "Transfer" setting in the "System Menu".
	• Confirm that the "Parallel" setting in "System Menu" is correct.
Do you print via a network?	Confirm that the "Ethernet" setting is correct from the operation panel. ⇒ P.84 *"Menu Table"*
	The setting governs the data transfer speed used by the Network Interface Board. Three options are available:
	• Auto (default)
	• 100 Mbps
	• 10 Mbps
	✎ **Note** ❒ For details about the appropriate setting to use on your network, contact your network administrator.
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.
	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.
	Also keep it in mind that large, complex data might take a long time for the printer to process.

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

✎ **Note**

- **Windows 95/98/Me**

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

  ② Click 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:]** list to confirm that the correct port is selected.

- **Windows 2000**

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

  ② Click the icon of the printer. Next, on the **[File]** menu, click **[Properties]**.

  ③ Click the **[Ports]** tab.

  ④ Confirm that the correct port is selected.

- **Windows NT 4.0**

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

  ② Click the icon of the printer. Next, on the **[File]** menu, click **[Properties]**.

  ③ Click the **[Port]** tab.

  ④ Confirm that the correct port is selected.

- **Macintosh**

  ① Click **[Apple Menu]**, point to **[Control Panel]** and then click **[Apple Talk]**.

  ② In the **[connect via.]** list box, select **[Ethernet]**.

Other Printing Problems

✐ Note
❒ For more information about the IPDL-C printer driver, see the printer driver's Help.
❒ For more information about the RICOH-SCRIPT2 printer driver, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Status	Possible causes, Descriptions, and Solutions
The printer prints a message indicating insufficient memory.	This message is printed when the printer does not have enough memory to print a page.
	The following are the actions you should take when you encounter memory shortage problems. If these actions do not solve the problem individually, try them in combination with each other. ⇒ P.114 *"Low Memory"*
	① Increase printer memory. Install the optional memory unit to increase the amount of printer memory.
	② Reduce resolution. Use the printer driver to set resolution to 300dpi. ⇒ Help of the printer driver ⇒ "RICOH-SCRIPT2 Operating Instructions"
	③ Turn on "Image Memory". Use the printer's "System Menu" to turn on "Image Memory".⇒ P.90 *"System Menu"*
Image is printed on the reverse side of paper.	Paper in the paper tray is upside down.
	Load paper with the print side up.
Paper misfeeds occur frequently.	Make sure you are removing misfed paper correctly. Pull the misfed paper out of the printer and double-check to make sure you are removing all the paper that was misfed.⇒ P.54 *"Removing Misfed Paper"*
	Check if the paper tray is set correctly. If not, set it correctly. ⇒ P.29 *"Loading Paper"*
	Paper is not loaded correctly in the paper tray. Remove the paper from the tray and reload it correctly. ⇒ P.29 *"Loading Paper"*
	Check the paper type settings. The type of paper set with the printer driver might be different from the actual paper or media type. Make the correct paper or media type setting.
	You might be using paper not supported by this printer. Use the appropriate type of paper. ⇒ P.24 *"Paper Recommendations"*

Status	Possible causes, Descriptions, and Solutions
It takes too much time to start printing.	The data is so large or complex that it takes time to process. If the **Data In** indicator is blinking, the data processing is being done. Just wait until it resumes.
	The Energy Saver mode might be enabled. In the Energy Saver mode, it takes time for the printer to warm up.
It takes too much time to complete the print job.	Photographs and other data intensive pages take a long time for the printer to process, so simply wait when printing such data.

	Changing the following settings may help to speed up printing.
	• IPDL-C printer driver
	  Set **[Printing Mode]** to **[Fast]**.
	  Set **[Resolution:]** to **[600 dpi / Fast]**.
	• RICOH-SCRIPT2 printer driver
	  Set **[Gradation]** to **[Fast]**.

	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.
	If "Warming Up" appears on the panel display, the printer is now warming up. Wait for a while.
It takes too much time to perform black and white printing.	**[Color]** is selected on the printer driver. Change the color mode setting to **[Black & White]**. ✐ **Note** ❐ Some applications ignore the color mode setting made with the printer driver.
The desired tray is not used for the output.	The printer driver setting is not correct. Change the setting.
The desired paper size is not used for the output.	The printer driver setting is not correct. Change the setting.
	Specified paper is not loaded correctly in the paper tray. Remove the paper from the tray and reload the specified paper correctly. ⇒ P.29 *"Loading Paper"*
The print side gets dirty.	Adjust the image density setting. Extreme settings may create output that appears dirty. ⇒ P.63 *"Adjusting the Image Density"*
	If the message "Change PCU" appears on the panel display, replace the photoconductor unit. ⇒ P.68 *"Replacing the Photoconductor Unit"*

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Status	Possible causes, Descriptions, and Solutions
Image density is too light.	Turning on **[Toner Saving]** can cause blurring or fine lines not to be printed. With color printing, toner saving can cause abnormal coloring. Try printing again after turning **[Toner Saving]** off.
	If the message "Low on: xxx" or "Add Toner xxx" is on the panel display, replace the toner cartridge of the indicated color. ⇒ P.66 *"Replacing the Toner Cartridge"*
	You might be using paper not supported by this printer. Use the appropriate type of paper. ⇒ P.21 *"Paper and Other Media Supported by This Printer"*
Part of the printout is blurred or light.	Make the image density darker. ⇒ P.63 *"Adjusting the Image Density"*
	If the message "Low on: xxx" or "Add Toner xxx" is on the panel display, replace the toner cartridge of the indicated color.⇒ P.66 *"Replacing the Toner Cartridge"*
	Check if toner cartridges and the photoconductor unit are set correctly. If not, set them correctly.
	You might be using paper not supported by this printer. Use the appropriate type of paper.⇒ P.21 *"Paper and Other Media Supported by This Printer"*
	Check if the surface where the printer is located is level, and not angled in anyway.
The printout is different from the specified color.	Check if a specific color is missing. If so, replace the toner cartridge of the missing color.
Toner is not fused well when printing on thick paper or OHP transparencies.	The printer driver setting is not correct. Select **[Thick Paper]**, or **[OHP Transparency]** in the paper type setting with the printer driver.
The color of the printout is different from the color on the computer's display.	The toner based color system used by the printer is different from the light based color system of the computer screen.
	Turning on **[Toner Saving]** can cause color irregularities.
	Check the settings on the **[Color Setting]** tab and restore the default settings.
The printout is different from the image on the computer screen.	Certain applications or image creation methods produce images that cannot be printed exactly as they appear on the computer screen.
	With the IPDL-C printer driver, checking the **[Print as Bitmap]** item on the **[Setup]** tab causes the print data to be converted to image data before it is sent to the printer. This produces a printout closest to that displayed on the computer screen.
	## *⌀* **Note**
	❒ This setting also causes large-volume print jobs to take longer to print because of the required conversion process.

Status	Possible causes, Descriptions, and Solutions
Changing the color settings with the printer driver causes a drastic change in printout color.	With the IPDL-C printer driver, do not make radical changes to the settings on the **[Color Setting]** tab. Also note that the sample shown by the printer driver is intended to show what processes are being applied, not exactly what your printout will look like.
Photograph printing looks rough.	With the IPDL-C printer driver, select **[High Quality]** on the **[Print Quality]** tab.
	Printing from some applications results in a loss of resolution.
Color documents are printed in black and white.	The printer driver is not set up for color printing. Select **[Color]** in the color mode setting with the printer driver.
	Some applications normally print color text as black and white.
Fine dot pattern does not print.	Select **[Photograph]** in the **[Dithering:]** setting with the printer driver.
Solid areas, lines or text are shiny or glossy when created as a mixture of cyan, magenta, yellow.	Select **[K]** in the **[Black Text/Graphics:]** setting with the printer driver.
Black gradation is not natural.	Select **[CMY + K]** in the **[Black Text/Graphics:]** setting with the printer driver.
Thin lines are blurred or light.	With the IPDL-C printer driver, select the **[CAD]** check box on the **[Print Quality]** tab.
Overlay printing cannot be performed.	The printing conditions for the document to be printed differ from those for the page to be overlaid. The printing conditions including paper size, color setting and quality setting for the page to be overlaid and for the document to be printed should be the same. 📎 **Note** ❒ Some applications ignore the overlay printing mode made with the printer driver.
The page layout has changed.	The printable area differs from printer to printer. A document that when printed by another printer fits on a single page might not fit on one page when printed by this printer. From the IPDL-C printer driver, check the **[Enlarge Printable Area]** on the **[MISC.]** tab.

📎 Note

❒ If you cannot solve the problem by taking the above actions, 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 indicated on the panel display.

⚠ CAUTION:

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

- *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 a personal injury.*

⚡Important
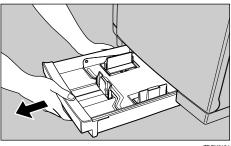
❒ Toner printed on misfed paper is not fused and can make your hands or clothing dirty. Take care to avoid contact with the toner as you remove misfed paper.

❒ Check the following points if paper continues to misfeed.

- Confirm that paper is properly loaded in the paper tray.

- Confirm that the number of sheets does not exceed the maximum amount for the tray.

- Confirm that the paper in the tray matches the size for which the tray is set up.

- Confirm that misfed paper is still not inside the printer when you resume printing.

❒ If a paper misfeed still occurs, contact your sales or service representative.

❒ Do not touch the photoconductor unit when removing misfed paper. If you do, the photoconductor unit might be damaged.

When the Message "Remove Misfeed From Paper Tray" Appears
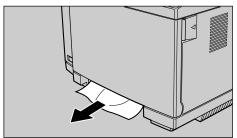
A **Pull out the paper tray.**

ZDGY010J

✐ Note

❒ If your printer has an optional paper feed unit installed, check all paper trays for misfeeds.

B **Carefully pull the misfed paper. Make sure that you do not leave any misfed paper in the printer.**

ZDGY090J
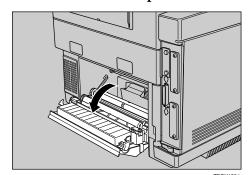
C **Slide the paper tray completely into the printer.**

⚠️Important

❒ Be sure to insert the paper tray completely. If not fully inserted, misfeeds might occur, or the front cover might touch the paper tray.
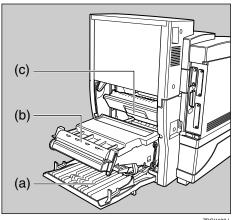
When you cannot find the misfeed near the tray

A **If you cannot remove the misfed paper in step B, open the rear cover of the printer.**
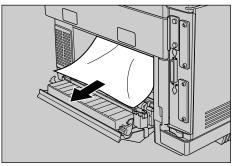
ZDGY100J

📝 Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the cover of the duplex unit (a), then open the paper guide unit inside the duplex unit (b), and finally open the rear cover of the printer (c).

ZDGY130J

B **Check for misfed paper. If you find paper, carefully pull it. Make sure not to leave any paper inside the printer.**

ZDGY110J

C **Close the rear cover.**

📝 Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the paper guide unit and the cover of the duplex unit.

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When the Message "Open Rear Cover Remove Misfeed" Appears

⚠️Important

❒ Toner printed on misfed paper is not fused and can make your hands or clothing dirty. Take care to avoid contact with the toner as you remove misfed paper.

A **Open the rear cover of the printer.**

∅ Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the cover of the duplex unit (a), then open the paper guide unit inside the duplex unit (b), and finally open the rear cover of the printer (c).

ZDGY130J
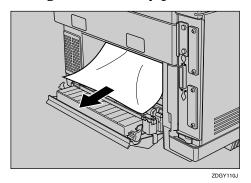
B **If the paper has not entered the fusing unit, carefully pull it out.**

ZDGY110J
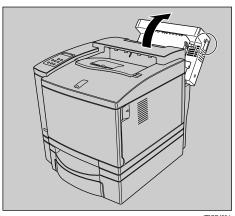
C **If the paper is inside the fusing unit, open the top cover.**


ZDGH100J

∅ Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the upper portion of the duplex unit, and then open the top cover of the printer.

ZDGP450J

4 Push the pressure release levers as illustrated to release the pressure between the rollers.

ZDGY120J

5 Carefully pull the misfed paper from the rear cover side.

ZDGY111J
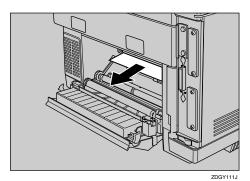
6 Return the pressure release levers to their original positions.

7 Close the top cover and rear cover, and press the center of the top cover until it locks securely into place.

Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the paper guide unit, cover and upper portion of the duplex unit.

When the Message "Remove Misfeed From Output Tray" Appears

Important

❒ Toner printed on misfed paper is not fused and can make your hands or clothing dirty. Take care to avoid contact with the toner as you remove misfed paper.

1 Open the rear cover of the printer.

Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the cover of the duplex unit (a), then open the paper guide unit inside the duplex unit (b), and finally open the rear cover of the printer (c).

ZDGY130J

4

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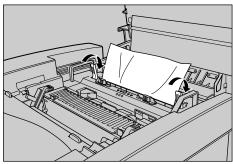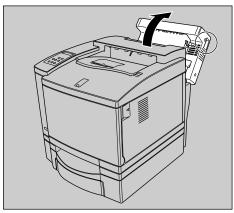
B **Open the top cover, and then push the pressure release levers as illustrated to release the pressure between the rollers.**

ZDGY120J

Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the upper portion of the duplex unit, and then open the top cover of the printer.

ZDGP450J

C **Carefully pull the misfed paper from the rear cover side.**

ZDGY111J

D **Return the pressure release levers to their original positions.**

E **Close the top cover and rear cover, and press the center of the top cover until it locks securely into place.**

Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the paper guide unit, cover and upper portion of the duplex unit.

4

When the Message "Open DuplexCover Remove Misfeed" Appears

A Use the inset grips to open the upper portion of the duplex unit.
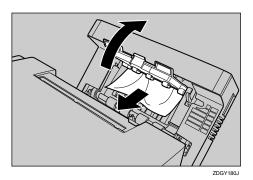
ZDGP450J

B If you find the misfed paper as shown in the illustration, carefully pull it out.

ZDGY160J

C If you find the misfed paper as shown in the illustration, carefully pull it out.

ZDGY170J
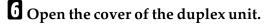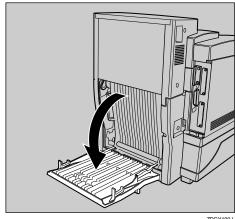
D Open the cover as shown in the illustration, and if you find the misfed paper, carefully pull it out.
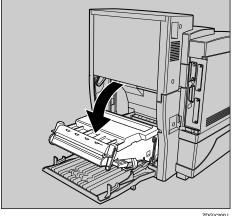
ZDGY180J

E Close the upper portion of the duplex unit.

F Open the cover of the duplex unit.

ZDGY190J

4

7 **If you find the misfed paper as shown in the illustration, carefully pull it out.**

ZDGY220J
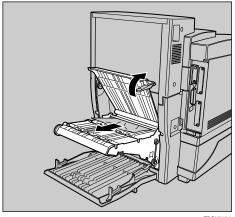
8 **Open the paper guide unit inside the duplex unit.**

ZDGY200J

9 **Lift up the cover of the paper guide unit by using the lever, and carefully pull the misfed paper out.**

ZDGY210J

10 **Close the paper guide unit and the cover of the duplex unit.**

4

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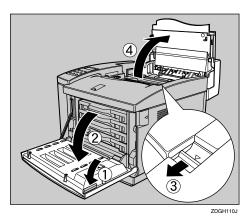
Cleaning and Adjusting the Printer

Cleaning the Charge Wire

The charge wire requires cleaning when printouts appear dirty.
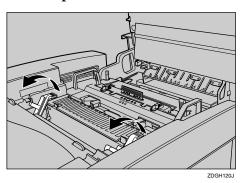
⚠ *CAUTION:*

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

- *Do not open the front cover when the paper tray is pulled out halfway. If you do, it might cause a personal injury.*

A **Press the printer's power switch to turn off the power.**

B **Open the front cover and the top cover.**
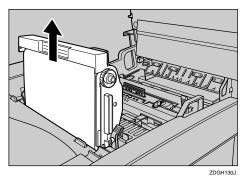
ZDGH110J

✎ Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the upper portion of the duplex unit, and then open the top cover of the printer.

C **Raise the green lock levers to a vertical position.**
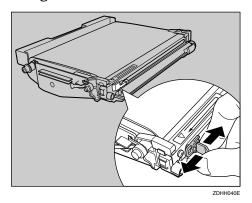
ZDGH120J

D **Hold the inset grip of the photoconductor unit, pull it straight up, and remove it from the printer.**

ZDGH130J

⚡ Important
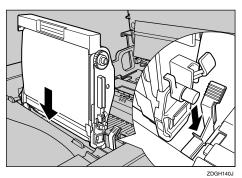
❒ Exposing the photoconductor unit to light for too long can reduce its performance. Clean the charge wire as quickly as possible.

4

E **Move the wire cleaner left and right several times to clean off the charge wire.**

ZDHH040E

❉Important
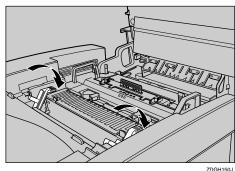
❒ After cleaning is finished, return the wire cleaner to its original position.

F **Insert the photoconductor unit so that the protruding axles on both sides are aligned with the tracks inside the green lock levers. Lower it until the gears mesh securely.**

ZDGH140J

❉Important

❒ When inserting the photoconductor unit, be careful not to damage the surface of it.

G **Return the green lock levers to their original positions.**

ZDGH150J

❉Important

❒ Do not return the lock levers forcibly. If you cannot lock them easily, pull the photoconductor unit from the printer. Then reinsert it until the gears mesh securely. After that, try returning the levers to their original positions.

H **Close the top cover and front cover. Press the center of the top cover and center cover until they lock into place.**

✐ Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the upper portion of the duplex unit.

I **Press the power switch to turn on the printer power.**

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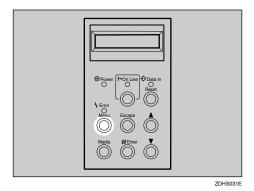
Adjusting the Image Density

Changing the image density setting might cause a deterioration of color balance. We recommend that you normally leave the image density at its factory default setting.
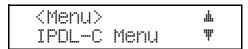
The following procedure describes how to change the magenta image density. You can use the same procedure to change the image density for the other toner colors as well.

⚠️Important

❐ Extreme settings may create output that appears dirty.

❐ Image density settings should be made from the application or the printer driver whenever possible.
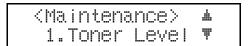
A **Turn on the printer's power switch.**

B **Press 【Menu】.**

ZDHS031E

The following message appears on the panel display.

```
<Menu>              ▲
IPDL-C Menu         ▼
```

C **Press 【▼】 or 【▲】 to display "Maintenance", and then press 【#Enter】.**

```
<Menu>              ▲
Maintenance         ▼
```

The following message appears on the panel display.

```
<Maintenance>       ▲
  1.Toner Level     ▼
```
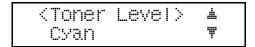
D **After confirming that "1. Toner Level" is on the display, press 【#Enter.】**

The following message appears on the panel display.

```
<Toner Level>       ▲
  Cyan              ▼
```

E **Press 【▼】 or 【▲】 to display "Magenta", and then press 【#Enter】.**

The following message appears on the panel display.

```
<Magenta>        ▲▼/#
—<————————↕————————>+
```

F **Press 【▲】 or 【▼】 to adjust the toner density, and then press 【#Enter】.**

The "Toner Level" menu appears.

🖉 Note

❐ To make the image density darker, press 【▲】 to move the ↕ symbol to the right. To make it lighter, press 【▼】 to move the ↕ symbol to the left.
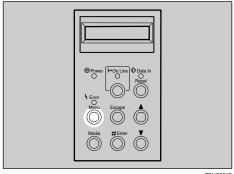
G **Press 【On Line】.**

The "Ready" message appears on the panel display.

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Adjusting the Setting of Registration of the Paper Tray

Adjusting the registration refers to changing the position of the printed image on paper fed from the optional tray so it matches that of the standard tray. Probably you will never need to perform this procedure.
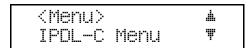
✎ Note

❒ Use A4 or $8^1/_2$″×11″ paper to print the configuration page.

A **Turn on the printer's power switch.**

B **Press 【Menu】.**

ZDHS031E

The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

C **Press 【▼】 or 【▲】 to display "List Print", and then press 【#Enter】.**

The following message appears on the panel display.

```
<List Print>    ▲
  1.Config.Page ▼
```

D **After confirming that "1.Config.Page" is displayed, press 【#Enter】.**

E **Press 【#Enter】 again.**
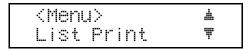
This prints the configuration page.

⚠️Important
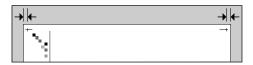
❒ If printing does not start, check the panel display for any error messages and take the action required to correct the problem. ⇒ P.36 *"Error & Status Messages on the Operation Panel"*

F **After confirming that "1.Config.Page" is displayed, press 【Escape】.**

The following the message appears on the panel display.

```
<Menu>          ▲
List Print      ▼
```
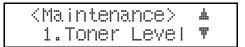
G **You can find the crop marks on the long edge of the configuration page. Check if the left and right margins on the long edge of the configuration page are as shown in the illustration.**

H **If the left and right margins are not the same, press 【▲】 or 【▼】 to display "Maintenance", and then press 【#Enter】.**

```
<Menu>          ▲
Maintenance     ▼
```

The following message appears on the panel display.

```
<Maintenance>   ▲
  1.Toner Level ▼
```

64

I **Press 【▼】 or 【▲】 to display "4.Registration", and then press 【#Enter】.**

```
<Maintenance>  ▲
  4.Registration▼
```

The following message appears on the panel display.

```
<Registration>  ▲
  Tray2:Horiz.   ▼
```

J **Press 【▼】 or 【▲】 to display the name of the tray whose margins you want to match, and then press 【#Enter】.**

The following message appears on the panel display.

```
<Tray2:Horiz.>
▲▼/#         0
```

K **Press 【▲】 or 【▼】 to match the margins, and then press 【#Enter】.**

When the value is increased by one, the image moves 0.5mm to the right.

✎ Note

❒ The setting can be changed from -7 to 7.

L **Press 【#Enter】.**

```
<Config.Page>
  Press # key
```

This prints the configuration page with the new setting and returns to the "Registration" menu.

M **Confirm of the registration. If you want to change the setting, press 【#Enter】 and repeat steps K and L. If you want to finish, go to step N.**

N **Press 【On Line】.**

The "Ready" message appears on the panel display.

4

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Replacing Consumables

Replacing the Toner Cartridge

Replace a toner cartridge whenever the following messages appear on the panel display.

```
IPDL-C
Low on:XXX
```

```
Add Toner
XXX
```

🖉 Note

❒ Toner color is indicated by XXX.

⚠ 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 of the used toner containers yourself, dispose of them according to your local regulations.**
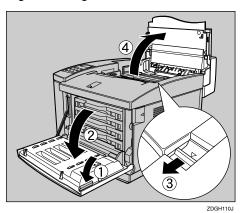
⚠ CAUTION:

- When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.
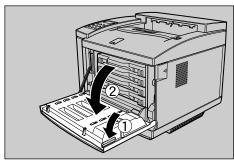
- Do not open the front cover when the paper tray is pulled out halfway. If you do, it might cause a personal injury.

🖩 Important

❒ Pull the toner cartridge out slowly and carefully to prevent spilling of toner.
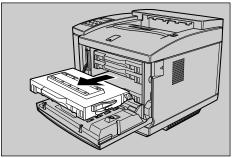
🖉 Note

❒ When several toner colors run out at the same time, a message appears on the operation panel. Replace them in the following order:

① Black

② Yellow

③ Cyan

④ Magenta

❒ Store toner cartridges under the conditions below:

- Temperature: 10°C to 32.5°C (50°F to 90.5°F)

- Humidity: 20% to 80% RH (no condensation)

❒ When handling toner cartridges, never stand them up on either end or position them upside down.

1 **Open the front cover by pulling the front cover open lever.**

ZDGH160J

B Carefully pull out the toner cartridge for the color indicated on the panel display.
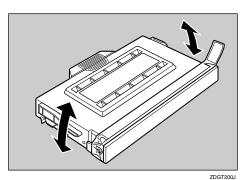
ZDGT010J

⚠️Important
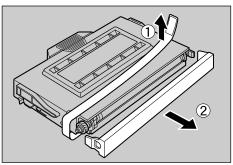
❒ Pull the toner cartridge out slowly and carefully to prevent spilling of toner.

📎Note

❒ Place the old toner cartridge on paper or some other material to avoid making the area you are working dirty with toner.

C Hold the new toner cartridge and shake it well, about 3 to 4 times, as shown in the illustration.

ZDGT200J
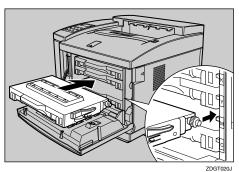
D Remove the tape from the new toner cartridge and remove the protective cover.

ZDGT201J

⚠️Important
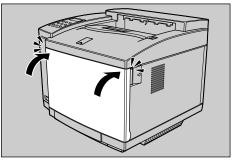
❒ Once the protective cover is removed, toner can spill from the cartridge easily. Take care to avoid subjecting the toner cartridge to vibration and impact after removing the protective cover.

E Slowly and carefully slide the new toner cartridge into the printer.

ZDGT020J

⚠️Important

❒ Do not push the toner cartridge with force. If you do, the printer might be damaged. If it sticks, pull it out and try again.

4

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G **Close the front cover. Press the center of the cover until it locks securely into place.**

ZDGH012J

The "Add Toner" message clears from the panel display and the printer starts warming up.

Replacing the Photoconductor Unit

The message shown below indicates that the photoconductor unit is approaching the end of its life.

```
    IPDL-C
    Change PCU
```

You can still continue to use the current photoconductor unit if you are satisfied with the quality of the output being produced by the printer.

When the printed image starts looking soiled (horizontal lines along the edges of the page, for example), replace the photoconductor unit as soon as possible.

⚠ *WARNING:*

- *• Do not incinerate the photoconductor unit. 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 photoconductor unit yourself, dispose of it according to your local regulations.*

⚠ *CAUTION:*

- *• When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

- *• Do not open the front cover when the paper tray is pulled out halfway. If you do, it might cause a personal injury.*

🔒**Important**

❒ Exposing the photoconductor unit to light for too long can reduce its performance. Replace the unit as quickly as possible.

❒ Do not touch the surface of the photoconductor unit. If you do, it may damage the photoconductor unit and reduce the print quality.

❒ Do not expose the photoconductor unit to a light source greater than 800 luxes for more than two minutes. If you do, the photoconductor unit will be damaged and the print quality might be reduced.

Note

❒ Before removing the photoconductor unit from the printer, spread paper or some other material around the area you are working to keep the toner from making the floor dirty.

❒ The "Change PCU" message is based on a printed page counter kept internally by the printer. It is meant as a general guide to photoconductor unit life only. Actual photoconductor unit life depends on the printing conditions.

A **Make sure that the Data In indicator is not lit or flashing, and then press the printer's power switch to turn off the power.**

B **Open the front cover by pulling the front cover open lever and open the top cover by pulling the top cover open lever.**

ZDGH110J
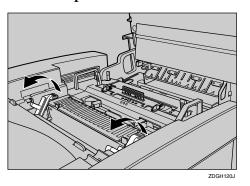
Important
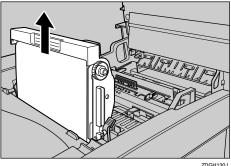
❒ Be sure to open both the top and front covers before removing the photoconductor unit. Failure to do so can result in damage to the surface of the photoconductor unit.

Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the upper portion of the duplex unit, and then open the top cover of the printer.

C **Stand up the green lock levers to a vertical position.**
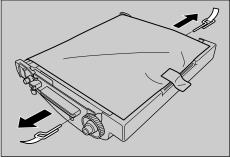
ZDGH120J

D **Hold the inset grip of the photoconductor unit, pull it straight up, and remove it from the printer.**

ZDGH130J
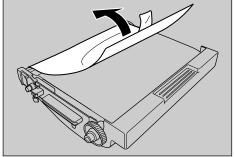
E **Remove the new photoconductor unit from the box.**

6 Remove the left and right pins from the new photoconductor unit.

ZDGH610J

4

7 Remove the protective sheet from the new photoconductor unit.
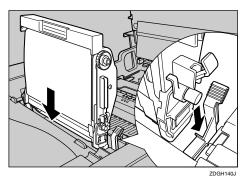
ZDGH611J

Note
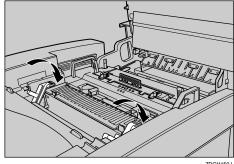
❒ The white powder on the photoconductor unit is to protect it after installation into the printer. This white powder does not have any adverse effect on the interior of the printer.

8 Insert the new photoconductor unit so that the green axles on both sides are aligned with the tracks inside the green lock levers. Lower it until the gears mesh securely.

ZDGH140J

Important

❒ When inserting the photoconductor unit, be careful not to damage the surface of it.

9 Return the green lock levers to their original positions.

ZDGH150J
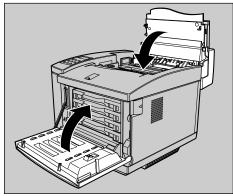
Important

❒ Do not return lock levers with force. If you cannot lock them easily, pull the photoconductor unit from the printer. Then insert it again until the gears mesh securely. After that, try returning the levers to their original positions.

🔟 Close the top cover and front cover. Press the center of the top cover and front cover until they lock into place.
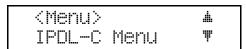
ZDGH111J

📝 Note

❐ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the upper portion of the duplex unit.

⓫ Press the power switch to turn on the power.

⓬ Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>           ▲
IPDL-C Menu      ▼
```

⓭ Press 【▼】 or 【▲】 to display "Maintenance", and then press 【#Enter】.

The "Maintenance" menu appears.

```
<Maintenance>    ▲
1. Toner Level   ▼
```

⓮ Press 【▼】 or 【▲】 to display "2. Reinstall", and then press 【#Enter】.

```
<Reinstall>      ▲
Fuser Cleaner    ▼
```

⓯ Press 【▼】 or 【▲】 to display "PCU", and then press 【#Enter】.

```
<PCU>
Press # key
```

⓰ Press 【#Enter】.

This performs the reinstall operation and the "Maintenance" menu returns.

⓱ Press 【On Line】.

The normal display screen appears.

4

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Replacing the Fuser Oil Bottle and Ozone Filter

Replace the oil bottle and ozone filter whenever the following messages appear on the panel display.

```
IPDL-C
Add FuserOil
```

```
Add Fuser Oil
```

The Fuser Oil Type204 includes a fuser oil bottle and ozone filter.

⚠ WARNING:

- **Do not incinerate the oil bottle. This action could cause a fire or getting burned.**

- **Spilt oil is very slippery. If oil is spilt, wipe it with alkaline cleaner. Otherwise, the oily surfaces can create the danger of slipping and personal injury.**

⚠ CAUTION:
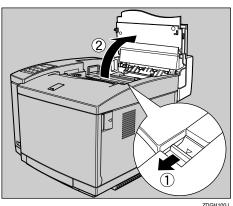
- When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.
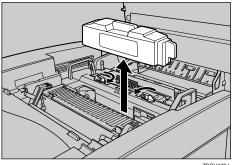
⚡Important

❒ Disposal can take place at our authorized dealer or at appropriate collection sites.

❒ Dispose of used ozone filters as general burnable refuse.
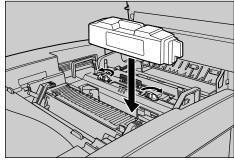
◤ Slide the top cover open lever towards the front of the printer, and open the top cover.

ZDGH100J

✎ Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the upper portion of the duplex unit, and then open the top cover of the printer.

◤ Rotate the lock levers to release the bottle, and then remove the oil bottle from the printer.
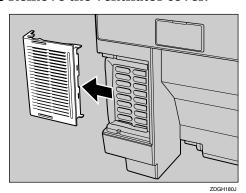

ZDGH170J

C **Insert the new oil bottle into the printer. When inserting, the side with the label should be facing towards you, and the mouth of the bottle facing down. Rotate the lock levers back to their original positions to lock the bottle in place.**
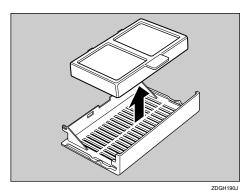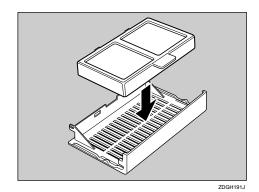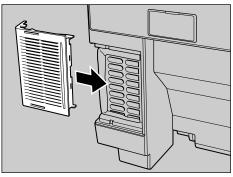

ZDGH171J

D **Close the top cover. Press the center of the top cover until it locks into place.**

✐ Note

❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the upper portion of the duplex unit.

E **Remove the ventilator cover.**

ZDGH180J

F **Remove the ozone filter from inside the ventilator cover.**

ZDGH190J

G **Install a new ozone filter on the ventilator cover.**

ZDGH191J
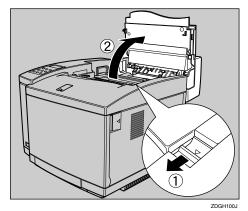
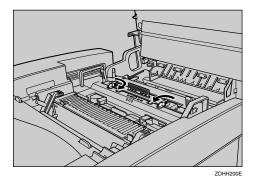**H** **Replace the ventilator cover onto the printer.**

ZDGH181J

4

Prior to moving and transporting the printer

Before moving and transporting the printer, be sure to remove the fuser oil bottle, and then remove and wipe out any residual oil from the printer.
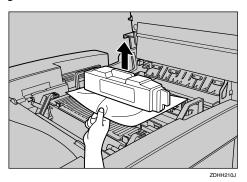
A **Slide the top cover open lever towards the front of the printer, and open the top cover.**
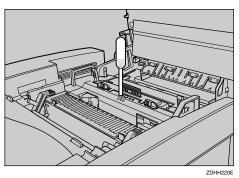

ZDGH100J

B **Rotate the lock levers to release the bottle.**

ZDHH200E

C **Remove the oil bottle while placing a sheet of paper under the bottle so that no oil falls into the printer.**
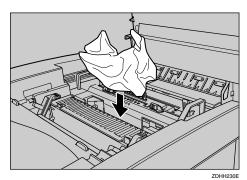

ZDHH210J

D **Put the oil bottle into an oil-proof container, such as a plastic bag.**

E **Remove any excess oil from the printer using the eye-dropper.**

ZDHH220E

Dispose of the oil according to local regulations.

❻ **Stuff some clean, wadded paper towels into the space where the oil bottle was installed so that any residual oil is absorbed.**

ZDHH230E

❼ **Close the top cover.**

Replacing the Waste Toner Bottle

Replace the waste toner bottle whenever the following messages appear on the panel display.

```
   IPDL-C
   Waste T Full
```

```
   Waste Toner is
   Full
```

△ *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 of the used toner containers yourself, dispose of them according to your local regulations.*
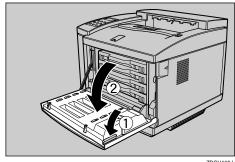
△ *CAUTION:*

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

- *Do not open the front cover when the paper tray is pulled out halfway. If you do, it might cause a personal injury.*

⚠️**Important**

❒ Waste toner bottles are consumable items and cannot be reused. We recommend that you purchase extra waste toner bottles and keep them on hand for replacement when necessary.
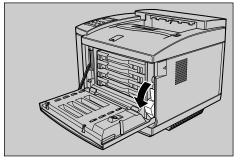
🖉**Note**

❒ Before removing the waste toner bottle from the printer, spread paper or some other material around the area you are working to keep the toner from making the floor dirty.

❶ **Turn off the printer's power switch.**

❷ **Open the front cover by pulling the front cover open lever.**
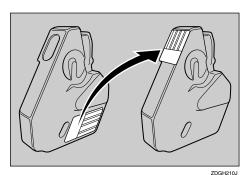

ZDGH160J

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C **Angling the waste toner bottle as shown in the illustration, pull it out of waste toner bottle holder.**
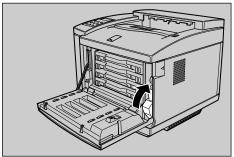

ZDGH200J

D **Remove the sticker from the side of the new waste toner bottle and use it to seal the old waste toner bottle.**

ZDGH210J

E **Insert the new waste toner bottle into the waste toner bottle holder, and return the holder to its original position.**

ZDGH201J

F **Close the front cover. Press the center of the front cover until it locks into place.**

G **Turn on the printer's power switch.**
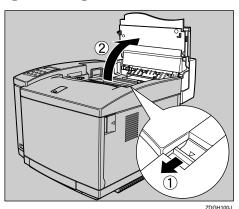
Replacing the Fuser Cleaner

Replace the fuser cleaner whenever the following message appears on the panel display.

```
    IPDL-C
    Chg. Cleaner
```

```
    Change Fuser
    Cleaner
```
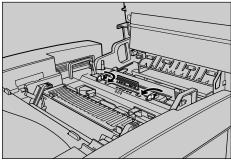
⚠ *CAUTION:*
- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

A **Slide the top cover open lever towards the front of the printer, and open the top cover.**
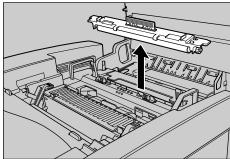

ZDGH100J

🖉 Note
❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), first open the upper portion of the duplex unit, and then open the top cover of the printer.
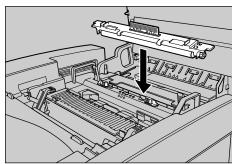
Z Rotate the lock levers to release the lock.

ZDGH220J

C Grasping the fuser cleaner by its tab, remove it from the printer.

ZDGH230J

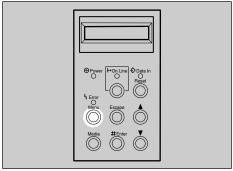**R With its roller facing toward you, install a new fuser cleaner into the printer.**

ZDGH231J

T While pressing down on the fuser cleaner, turn the lock levers to their original positions.

Y Close the top cover. Press the center of the top cover until it locks into place.

📎 Note
❒ If the printer is equipped with the paper feed unit (optional) and the duplex unit (optional), close the upper portion of the duplex unit.

U Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>              ▲
IPDL-C Menu         ▼
```

I Press 【▼】 or 【▲】 to display "Maintenance", and then press 【#Enter】.

The "Maintenance" menu appears.

```
<Maintenance>   ▲
1. Toner Level  ▼
```

O Press 【▼】 or 【▲】 to display "2. Reinstall", and then press 【#Enter】.

```
<Reinstall>     ▲
Fuser Cleaner   ▼
```

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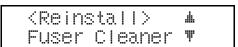
J **After confirming that "Fuser Cleaner" is on the display, press** 【**#Enter**】**.**

The fuser cleaner reinstall screen appears.

```
  <Fuser Cleaner>
  Press # key
```

K **Press** 【**#Enter**】**.**

This performs the reinstall operation and returns to the "Maintenance" menu.

L **Press** 【**On Line**】**.**

The normal display screen appears.

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5. Using the Operation Panel

Though the factory default settings of the printer are suitable for most printing jobs, the printer menu gives you access to a number of settings that control basic printer operations. The printer menu settings you make are retained even when you turn off the printer.

This section provides the following printer menu information.

❖ **Setting Menus**

Describes the basic procedures for changing the printer menu settings.

❖ **Protecting the Menus**

Describes how to protect the "System Menu" settings against accidental changes.

❖ **Menu Table**
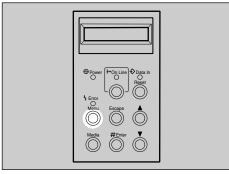
A table chart that shows all of the printer menu items.

❖ **Menu Settings**

Provides short explanations of each printer menu setting and what it does.
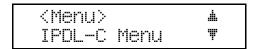
Setting Menus

The following procedure describes how to change the I/O buffer size setting.

⬛ Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>           ▲
IPDL-C Menu      ▼
```

B **Press 【▼】 or 【▲】 to display the screen for the setting you want to change, and then press 【#Enter】.**

```
 <Menu>           ♣
 System Menu      ▼
```

The following message appears on the panel display.

```
 <System Menu>    ♣
  1.Paper Tray    ▼
```

C **Press 【▼】 or 【▲】 to display the screen for the menu item you want to change, and then press 【#Enter】.**

```
 <System Menu>    ♣
  2.I/O Buffer    ▼
```

An asterisk ("*") is indicated at the left side of the currently selected item.

```
 <I/O Buffer>     ♣
 *128KB           ▼
```

D **Press 【▼】 or 【▲】 to display the screen for the setting you want to change, and then press 【#Enter】.**

```
 <I/O Buffer>     ♣
  1024KB          ▼
```

This registers the setting.

E **Repeat steps C and D to change other settings.**

F **Press 【On Line】.**

The following message appears on the panel display.

```
 Take Offline
 Then Press Reset
```

G **Press 【On Line】.**

The **On Line** indicator stays off and the printer enters offline.

H **Press 【Reset】.**

This restarts the printer with the new settings.

✎ Note

❒ You can check the current menu settings by printing a configuration page.
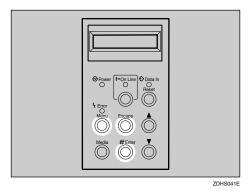⇒ P.95 *"Printing the Configuration Page"*

Protecting the Menus

This section describes how to protect the System Menu settings against accidental changes. It makes it impossible to change the System Menu settings you make with the normal procedure unless you perform the required key operation. In a network environment, protecting settings restricts changes to the System Menu settings to network administrators.

Protecting the Menus

A **Check if the On Line indicator stays on. If not, press 【On Line】.**

B **Press 【#Enter】, then 【Escape】, and then 【Menu】.**

ZDHS041E

The following message appears on the panel display.

```
<Menu>           ≜
IPDL-C Menu      ▼
```

C **Press 【▼】 or 【▲】 to display "Maintenance", and then press 【#Enter】.**

```
<Menu>           ≜
Maintenance      ▼
```

The following message appears on the panel display.

```
<Maintenance>    ≜
 1.Toner Level   ▼
```

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D **Press 【▼】 or 【▲】 to display "5.Menu Protect", and then press 【#Enter】.**

```
<Maintenance>   ▲
  5.Menu Protect▼
```

The following message appears on the panel display.

```
<Menu Protect> ▲
Off            ▼
```
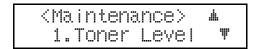
E **Press 【▼】 or 【▲】 to display "On", and then press 【#Enter】.**

```
<Menu Protect> ▲
On             ▼
```

This registers the setting and the "Maintenance" menu appears.

F **Press 【On Line】.**

The "Ready" message appears on the panel display.

Removing Protection

A **Check if the On Line indicator stays on. If not, press 【On Line】.**
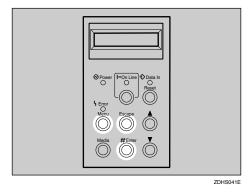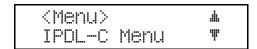
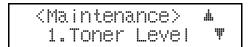**B** **Press 【#Enter】, then 【Escape】, and then 【Menu】.**

ZDHS041E

The following message appears on the panel display.

```
<Menu>         ▲
IPDL-C Menu    ▼
```

C Press 【▼】or 【▲】to display "Maintenance", and then press 【#Enter】.

```
<Menu>           ▲
Maintenance      ▼
```

The following message appears on the panel display.

```
<Maintenance>    ▲
 1.Toner Level   ▼
```

D Press 【▼】or 【▲】to display "5.Menu Protect", and then press 【#Enter】.

```
<Maintenance>    ▲
 5.Menu Protect▼
```

The following message appears on the panel display.

```
<Menu Protect> ▲
On               ▼
```

E Press 【▼】or 【▲】to display "Off", and then press 【#Enter】.

```
<Menu Protect> ▲
Off              ▼
```

This turns off protection and returns to the "Maintenance" menu.

F Press 【On Line】.

The "Ready" message appears on the panel display.

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Menu Table

IPDL-C Menu	1. Job Timeout
	2. I/O Timeout
RPS2 Menu	1. Resolution
	2. Color Mode
	3. Color Set
	4. ColorProfile
	5. Toner Saving
	6. Dithering
	7. Paper Type
	8. Auto Tray SW
	9. Duplex Print
	A.Duplex Bind
	C. Job Timeout
	D. I/O Timeout
	E. Feed Timeout
	F. Print Errors
	G. KTalk Mode [*1]
	H. Parallel IF
System Menu	1. Paper Tray
	2. I/O Buffer
	3. Energy Level
	4. Energy Saver
	5. Transfer
	6. Image Memory
	7. Parallel
	8. Bi-direction
	9. PrinterLang.
	10. Language
	32. IP Address [*4]
	33. Subnet Mask [*4]
	34. Gateway Add [*4]
	35. Access CTL. [*4]
	36. Access Mask [*4]
	37. Net Boot [*4]
	38. Frame NW [*4]
	39. Active PTL. [*4]

Maintenance	1. Toner Level ⇒ P.63 *"Adjusting the Image Density"*
	2. Reinstall⇒ P.68 *"Replacing the Photoconductor Unit"*
	3. Menu Reset ⇒ P.100 *"Resetting Menus"*
	4. Registration ⇒ P.64 *"Adjusting the Setting of Registration of the Paper Tray"*
	5. Menu Protect [*2] ⇒ P.81 *"Protecting the Menus"*
	6. Log Protect [*2] ⇒ P.105 *"Protecting the User Code Record"*
	7. Log Clear [*3] ⇒ P.106 *"Deleting the User Code Record"*
	8.Ethernet [*2] [*4] ⇒ P.93 *"Maintenance Menu"*
	9. Prt.Priority ⇒ P.93 *"Maintenance Menu"*
List Print	1. Config.Page ⇒ P.95 *"Printing the Configuration Page"*
	2. Color Sample ⇒ P.98 *"Printing the Color Sample"*
	3. Job Log
	4. Statistics
Select PDL	

[*1] The setting is not effective.

[*2] This menu appears when **【#Enter】**, **【Escape】** and **【Menu】** are pressed while the printer is online.

[*3] If "Log Protect" is set to "On", this menu will not appear.

[*4] Available only when the optional Network Interface Board is installed in the printer.

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Menu Settings

IPDL-C Menu

The following are the settings you can make with "IPDL-C Menu".

⌗ Note

❒ Italicized settings indicate default settings.

❖ **1. Job Timeout**

You can set how many seconds the printer waits before terminating a print job when the printer does not receive the end of the print job. Setting "000 Off" turns off job timeout.

- *000 Off*
- 1 to 999 seconds by 1

❖ **2. I/O Timeout**

You can set how many seconds the printer waits for more print data before ending its waiting period and terminating a job. Setting "000 Off" turns off I/O timeout.

- 000 Off
- 1 to 999 seconds by 1 *(999 seconds)*

RPS2 Menu

The following are the settings you can make with "RPS2 Menu". The settings made with the printer driver normally take priority, except when a printer driver setting is set to use the printer's settings.

⌗ Note

❒ Italicized settings indicate default settings.

❖ **1.Resolution**

You can select the resolution and the number of colors used per dot.

- *600 dpi, 1 bit*
  The printer prints in 600 dpi, with two-valued dots.
- 600 dpi, 2 bit
  The printer prints in 600 dpi, with multi-valued dots.
- 300 dpi, 1 bit
  The printer prints in 300 dpi, with two-valued dots.

❖ **2.Color Mode**

You can select either monochrome or color printing.

- *Color*
- Black & White

❖ **3.Color Set (Color Setting)**

You can select the correction method used for converting the RGB data to CMYK data.

- Off
  No modification to the color setting.

- Vivid
  Select this setting to perform CMYK conversion with enhanced saturation and brightness to print vivid colors.

- Super Vivid
  Select this setting to perform CMYK conversion. The colors printed with this setting are more vivid than those printed with the "Vivid" setting. All of the colors in the image, especially the lighter ones, are emphasized.

- *Fine*
  Select this setting to perform color matching based on the printer's built-in color rendering dictionaries, and perform CMYK conversion. It makes it possible to print colors that are close to the displayed colors on the computer screen. The color rendering dictionaries refer to the contents selected by "ColorProfile". This setting is useful when the application and printer driver do not support the color matching features.

  📝 **Note**
  ❏ The color rendering dictionary that is selected on "ColorProfile" is used.

- Super Fine
  Like the "Fine" setting, the color rendering dictionary is used, however, output is more vivid. This setting is enabled to make light colors print more vivid.

❖ **4.ColorProfile**

You can select the color rendering dictionary (CRD). The CRD is referred to for color matching, so you should select the appropriate CRD for the document you are printing. The CRD you select is also referred to when "Fine" or "Super Fine" is selected for "Color Set".

📝 **Note**
❏ When selecting "OHP" as the paper type, the CRD automatically adjusts to use a color profile specifically for OHP. Even though the color profile has been optimized for OHP, the adjustments are automatic and are not indicated on any of the dialog boxes. In this case, this setting is not enabled.

- Photograph
  Use this setting to enhance the reproduction of photos and graphics that include midtones.

- *Presentation*
  Use this setting to enhance the reproduction of documents that contain text and graphics. This CRD is best for printing colored charts, graphs, presentation materials and so on. If you use this CRD for printing photographs, color gradations might not be reproduced well.

- Solid Color
  Use this setting to print specific colors, logos and so on.

❖ **5.Toner Saving**

You can select whether Toner Saving is available or not.

- *Off*
- On

📎 **Note**

❒ Turning on toner saving can cause the output to become blurred and result in very thin lines not printing at all. In the case of color printing, toner saving can cause colors to be different from those expected. Because of this, use toner saving only for proofing and intermediate drafts, and turn it off for final prints when top quality is important.

❖ **6.Dithering**

You can select the image mode that is best for the type of data you are printing.

- *Auto*
  Select this setting to automatically select a mode that is suitable for printing.
- Photographic
  Select this setting to print photographs.
- Text
  Select this setting to print text.

❖ **7.Paper Type**

You can select the paper type for printing as: Plain Paper, Thick Paper, or OHP Transparency.

- *Plain Paper*
- OHP
- Thick Paper

📎 **Note**

❒ Selecting an OHP Transparency as the paper type automatically adjusts internal settings to use a color profile specifically for OHP. Even though the color profile has been optimized for OHP, the adjustments are automatic and are not indicated on any of the dialog boxes. In this case, " Color Profile" is not enabled.

❖ **8.Auto Tray SW (Auto Tray Switch)**

You can select whether or not the printer will automatically switch to the other tray if it has the same paper size as the current tray when paper runs out while printing.

- *On*
- Off

📎 **Note**

❒ To use this feature, the optional tray unit should be installed on the printer, and paper having the same size and direction should be loaded in both the standard and optional trays.

❖ **9.Duplex Print**

You can select whether to use duplex printing or not.

- *Off*
- On

❖ **A.Duplex Bind**

You can select the binding position of duplex prints.

- *Long Edge*
- Short Edge

❖ **C.Job Timeout**

You can set how many seconds the printer waits before terminating a print job when the printer does not receive the end of the current print job. The job is automatically cancelled if time runs out.

- *000 Off*
- 1 to 999 seconds by 1

❖ **D.I/O Timeout**

You can set how many seconds the printer waits for more print data before ending its wait period and terminating a job. The job is automatically cancelled if no data is received for the selected time.

- 000 Off
- 1 to 999 seconds by 1 *(300 seconds)*

❖ **E.Feed Timeout**

You can set how many seconds the printer waits for the correct paper size loaded, when paper runs out while printing. The job is printed with the paper currently loaded if the correct size is not loaded within the selected time.

- 000 Off
- 1 to 999 seconds by 1 *(60 seconds)*

❖ **F.Print Errors**

You can select if an error report will be printed from the current tray when a PostScript error occurs while printing.

- *Off*

    No error report is printed when an error occurs.

- On

    An error report is printed when an error occurs. Some of the VM area is used when this feature is on.

❖ **G.KTalk Mode**

This setting is not available.

❖ **H.Parallel IF**

You can select the parallel interface timing. When "SystemDefault" is selected, the setting in the "System Menu" is used.

- *SystemDefault*
- ACK Inside
- ACK Outside

System Menu

The following are the settings you can make with the "System Menu".

Note

❒ Italicized settings indicate default settings.

❖ **1. Paper Tray**

You can select the default paper tray that is selected whenever you turn on the printer.

- *Tray 1*
- Tray 2 (option)

Note

❒ If **[Auto Tray Select]** is selected on the printer driver, printing starts with the tray specified here. If the specified type of paper is not set in the tray, then the paper will be fed from the other tray.

❖ **2. I/O Buffer**

You can select the size of the I/O buffer. Normally it is not necessary to change this setting.

- 16KB
- 32KB
- 64KB
- *128KB*
- 256KB
- 512KB
- 1024KB
- 2048KB

❖ **3. Energy Level**

You can select the Energy Saver mode level. "Level 1" is the default setting and saves more power consumption than "Level 2".
When you select "Off", the printer will never enter the Energy Saver mode.

- *Level 1*
- Level 2
- Off

❖ **4. Energy Saver**

You can select after how many minutes the printer should enter the Energy Saver mode if no operation is performed. The Energy Saver mode reduces electric power consumption.

- 5min
- 15min
- *30min*
- 45min
- 60min

⚠️**Important**

❒ After the printer enters Energy Saver mode, it takes some time to warm up again when print data is received.

❖ **5. Transfer**

You can select the data transfer speed of the parallel interface. If you are having trouble with data transfers, try changing this setting to "Normal".

- *Hi-speed*
- Normal

❖ **6. Image Memory**

This setting controls what the printer does when the printer memory is insufficient to print a certain page.

- On
- *Off*

📝 **Note**

❒ "Off" causes the message shown below to be printed when there is insufficient memory to process.

> There is not enough memory in your printer to print this page.
> Change print quality in the printer driver and try again.
> For details, please refer to the troubleshooting section in your manual.

❒ Selecting "On"reduces the resolution of the image to reduce memory requirements.

❖ **7. Parallel**

You can select the parallel interface timing setting. Normally it is not necessary to change this setting.

- ACK Inside
- *ACK Outside*
- STB Down

❖ **8. Bi-direction**
You can select the printer response mode for status fetch requests when the standard parallel interface is being used. Use the "Standard" setting when you are experiencing problems while the printer is connected to another manufacturer's print box.

- *Original Mode*
- Standard

❖ **9. PrinterLang.**
You can select the printer language that is automatically set when the printer is turned on.

- *IPDL-C*
- RPS

❖ **10. Language**
You can select the language of the text that appears on the panel display.

- *English*
- French
- German
- Italian
- Dutch
- Spanish
- Japanese

❖ **32. IP Address – 39. Active PTL.**
These items appear when the optional Network Interface Board is installed in the printer.

🔍 **Reference**
⇒ the "Setup Guide" that comes with the printer

Maintenance Menu

This section describes two settings you can make with the "Maintenance" menu.

✐ Note

❒ Italicized settings indicate default settings.

❖ Ethernet

You can select the data transfer speed when using the network interface board.
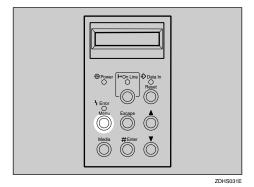
- *Auto*
- 10 Mbps
- 100 Mbps

❖ Prt.Priority

You can select the timing for printing and paper feeding operation within the printer. Use the "Speed" setting so that the printer performs both the printing and paper feeding at the same time. Use the "Quality" setting so that the printer does not perform paper feeding during printing. Thus the print quality is more stabilized, while printing speed becomes slower than when selecting the "Speed" setting.

- *Speed*
- Quality

Changing the Printer Language

This section describes how to change the printer language on the operation panel. Changing IPDL-C or RICOH-SCRIPT2 (RPS2) is required when you set the menu for each printer language.

◪ Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>            ▲
IPDL-C Menu       ▼
```

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Q **Press 【▼】 or 【▲】 to display "Select PDL", and then press 【#Enter】.**

```
<Menu>          ▲
Select PDL      ▼
```

E **Press 【▼】 or 【▲】 to display the printer language you want to use, and then press 【#Enter】.**

```
<Select PDL>    ▲
 Option#1 RPS2  ▼
```

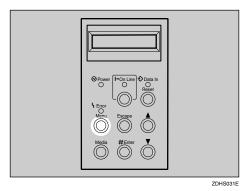**R** **Press 【On Line】.**

The "Ready" message appears on the panel display.

Confirm that the selected printer language appears on the panel display.

5

Printing the Configuration Page

Use the following procedure to print the configuration page which shows the current printer settings.

A Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

B Press 【▼】 or 【▲】 to display "List Print", and then press 【#Enter】.

```
<Menu>          ▲
List Print      ▼
```

The following message appears on the panel display.

```
<List Print>    ▲
 1.Config.Page  ▼
```

C Confirm that "1.Config.Page" is on the display, and then press 【#Enter】.

The following message appears on the panel display.

```
<Config.Page>
 Press # key
```

D Press 【#Enter】.

This starts printing the configuration page.

E Press 【On Line】.

The "Ready" message appears on the panel display.

Interpreting the Configuration Page

Interpreting the Configuration Page/IPDL-C

Reference

❖ **Firmware Version**
This shows the printer firmware version.

❖ **Total Installed RAM**
This shows the total amount of memory installed in the printer.

❖ **Option Interface**
This indicates whether there is an optional parallel interface board or Network Interface Board installed in the printer.

Printer Information

❖ **Tray 1, Tray 2**
This is the paper size specified for the standard paper tray (Tray 1) and the PAPER FEED UNIT Type206 (option).

📝 **Note**
❒ If "FRE" is indicated for Tray 1, it means "Custom Size" is set for Tray 1.

❖ **Total Pages**
This is the total number of pages printed by the printer to date.

❖ **Printer Error**
This shows information about the status of consumable items, etc.

Status List

❖ **IPDL-C**
This shows current "IPDL-C" settings.⇒ P.86 *"IPDL-C Menu"*

❖ **System**
This shows current "System Menu" settings. ⇒ P.90 *"System Menu"*

❖ **Network**
These are the settings and status of the optional Network Interface Board. They appear when an optional Network Interface Board is installed in the printer.

Error Log

This is a log of printer errors.

Interpreting the Configuration Page/RICOH-SCRIPT2

❖ **Reference**
Shows the printer system version and so on. You can also see the status of the paper tray.

❖ **Tray Status**
Shows the status of the paper trays.
If you install the paper feed unit, it is described as "Tray2".
If "FRE" is indicated for Tray 1, it means "Custom Size" is set for Tray 1.

❖ **RPS2 Status**
Shows the current settings for the RPS2 mode.

❖ **Memory Status**
Shows the amount of printer memory, VM area and so on.

   🔎**Reference**
   For more information about printer memory and VM area, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

❖ **Font Status**
This is not used for this printer.

❖ **Installed Fonts**
Shows the fonts installed on the printer.

❖ **Interface Status**
Shows that the Network Interface Board is installed.

❖ **Network & TCP/IP Status**
Shows the network and TCP/IP items and their settings.

❖ **Netware Status**
Shows the NetWare items and their settings.

❖ **NetBEUI Status**
Shows the NetBEUI items and their settings.

❖ **AppleTalk Status**
Shows the AppleTalk items and their settings.
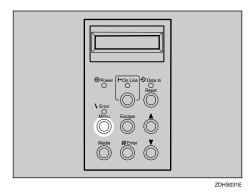
Printing the Color Sample

Use the following procedure to print the color sample.

⚠ Note

❒ You should select A4 or $8^1/_2″{\times}11″$ paper to print the color sample.

A Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

B Press 【▼】 or 【▲】 to display "List Print", and then press 【#Enter】.

```
<Menu>          ▲
List Print      ▼
```

The following message appears on the panel display.

```
<List Print>    ▲
 1.Config.Page  ▼
```

C Press 【▼】 or 【▲】 to display "2.Color Sample", and then press 【#Enter】.

```
<List Print>    ▲
 2.Color Sample▼
```

The following message appears on the panel display.

```
<Color Sample>
 Press # key
```

4 **Press【#Enter】.**

This starts printing the color sample.

5 **Press【On Line】.**

The "Ready" message appears on the panel display.
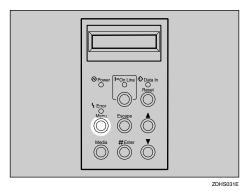
Resetting Menus

Use the following reset procedure to return the settings of all menus to their initial default settings.

🔧 Limitation
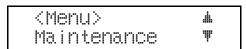
❒ The following items do not reset.

- Registration (⇒ P.64)
- Image Density (⇒ P.63)

A **Turn on the printer's power switch.**

B **Press** 【**Menu**】**.**

ZDHS031E

The following message appears on the panel display.

```
<Menu>           ≜
IPDL-C Menu      ▼
```

C **Press** 【▼】 **or** 【▲】 **to display "Maintenance", and then press** 【**#Enter**】**.**

```
<Menu>           ≜
Maintenance      ▼
```

The following message appears on the panel display.

```
<Maintenance>    ≜
 1.Toner Level   ▼
```

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D **Press 【▼】 or 【▲】 to display "3.Menu Reset", and then press 【#Enter】.**

```
<Maintenance>   ▲
 3.Menu Reset   ▼
```

The following message appears on the panel display.

```
<Menu Reset>
 Press # key
```

E **Press 【#Enter】.**

The following message appears on the panel display.

```
Take Offline
 Then Press Reset
```

The "Maintenance" menu returns.

F **Press 【On Line】.**

The "Ready" message appears on the panel display.

G **Press 【On Line】.**

The **On Line** indicator stays off and the printer enters offline.

H **Press 【Reset】.**

This resets all menus to their initial factory defaults. The "Ready" message appears on the panel display.

Administering Printing by User Code

This printer keeps a record of the number of pages printed under each User Code set in the printer driver. Using eight digit codes allows you to keep a record of the number of prints made under each User Code for three types of printing. These are "Black" (black and white), "Two-color" (two colors or less excluding black and white) and "Full Color" (three or four colors). By assigning User Codes to each department or user in the office, for example, you can keep track of the number of pages printed by each department or user. Up to 100 User Codes can be used.

⚡Important

❒ If you reinstall the printer driver, reinstall all User Codes.

❒ With Windows 95/98/Me, you can only change User Codes after reinstalling the printer driver.

❒ With Windows 95/98/Me, if the printer name is changed after installing the printer driver, User Codes will be cancelled.

🖉 Note

❒ With Windows 95/98/Me, set User Codes during the IPDL-C printer driver installation.

❒ With Windows 2000, set User Codes on the **[Statistics Code]** tab of the Printer Properties after installing the IPDL-C printer driver.

❒ With Windows NT 4.0, set User Codes on the **[Statistics Code]** tab of the Printer Properties after installing the IPDL-C printer driver.

❒ You can view the contents of a statistics report with PRINTER MANAGER FOR ADMINISTRATOR.

❒ Using PRINTER MANAGER FOR ADMINISTRATOR, you can save the report as a CSV file.

🔍Reference

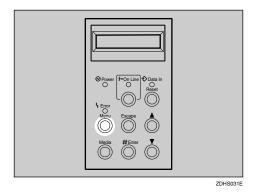For the name of PRINTER MANAGER FOR ADMINISTRATOR you use, see the inside of front cover of this manual.

For more information about PRINTER MANAGER FOR ADMINISTRATOR, see PRINTER MANAGER FOR ADMINISTRATOR Help.
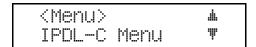
Viewing the Number of Pages Printed Under Each User Code

The following procedure describes how to print the list of User Codes and the number of pages printed under each User Code.
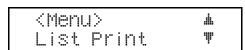
A **Press 【Menu】.**

ZDHS031E

The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

B **Press 【▼】 or 【▲】 to display "List Print", and then press 【#Enter】.**

```
<Menu>          ▲
List Print      ▼
```

The following message appears on the panel display.

```
<List Print>    ▲
 1.Config.Page  ▼
```

C **Press 【▼】 or 【▲】 to display "4.Statistics", and then press 【#Enter】.**

```
<List Print>    ▲
 4.Statistics   ▼
```

The following message appears on the panel display.

```
<Statistics>
 Press # key
```

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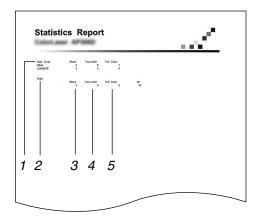
D **Press** 【**#Enter**】**.**

This prints the statistics report.

E **Press** 【**On Line**】**.**

The "Ready" message appears on the panel display.

Reading the Statistics Report

1. **User Code**

Shows a list of User Codes. However, if User Codes have not been configured, "Other" appears. With RICOH-SCRIPT2, User Code is fixed to "99999999".

2. **Total**

Indicates the total number of pages printed in "Black", "Two-color" and "Full Color" for each User Code. "All" indicates the combined total of printed pages.

3. **Black**

Indicates the number of pages printed in black and white.

4. **Two-color**

Indicates the number of pages printed with two colors or less (excluding black and white).
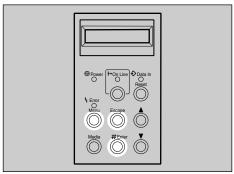
5. **Full Color**

Indicates the number of pages printed with three or four colors.

Protecting the User Code Record
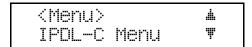
This procedure describes how to protect the User Code record against accidental changes.

A **Check if the On Line indicator stays on. If not, press 【On Line】.**

B **Press 【#Enter】, then 【Escape】, and then 【Menu】.**

ZDHS041E

The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

C **Press 【▼】 or 【▲】 to display "Maintenance", and then press 【#Enter】.**

```
<Menu>          ▲
Maintenance     ▼
```

The following message appears on the panel display.

```
<Maintenance>   ▲
  1.Toner Level ▼
```

D **Press 【▼】 or 【▲】 to display "6.Log Protect", and then press 【#Enter】.**

```
<Maintenance>   ▲
  6.Log Protect ▼
```

The following message appears on the panel display.

```
<Log Protect>   ▲
On              ▼
```

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E **Press 【▼】 or 【▲】 to select "On" or "Off", and then press 【#Enter】.**

```
<Log Protect>    ▲
Off              ▼
```

This registers the setting and returns to the "Maintenance" menu.

F **Press 【On Line】.**
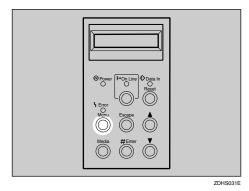
The "Ready" message appears on the panel display.

Deleting the User Code Record

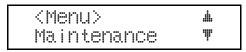This procedure describes how to clear the User Code record.

Note

❒ If "Log Protect" is set to "On", you can not delete the User Code record. Select "Off" in "Log Protect", and then follow the procedure below. ⇒ P.105 *"Protecting the User Code Record"*

A **Check if the On Line indicator stays on. If not, press 【On Line】.**

B **Press 【Menu】.**

ZDHS031E

The following message appears on the panel display.

```
<Menu>           ▲
IPDL-C Menu      ▼
```

C **Press 【▼】 or 【▲】 to display "Maintenance", and then press 【#Enter】.**

```
<Menu>           ▲
Maintenance      ▼
```

The following message appears on the panel display.

```
<Maintenance>    ▲
  1.Toner Level  ▼
```

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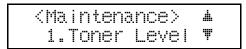
D **Press 【▼】 or 【▲】 to display "5.Log Clear", and then press 【#Enter】.**

```
<Maintenance>    ▲
 5.Log Clear     ▼
```

The following message appears on the panel display.

```
<Log Clear>
 Press # key
```

E **Press 【#Enter】.**

This clears the User Code record.

F **Press 【On Line】.**

The "Ready" message appears on the panel display.

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Using the Job Log

This printer records a job log which shows the time of each print job, the number of pages, and the current print status of each job. The job log also shows a User ID for each job, making it easy to find the job in the log.

You can set up a User ID using eight characters or less. This can help you distinguish your jobs from jobs of people who share the same User Code.

🖉 Note

❒ Set up a User ID with the printer driver when you print.

❒ You can change the User ID every time you print.

❒ You can also browse the job log on the computer using PRINTER MANAGER FOR ADMINISTRATOR/CLIENT.

❒ Turning off the power or resetting the printer deletes the job log.

💡 Limitation

❒ Up to 64 User IDs are available at the same time. If the number of IDs exceeds 64, the oldest is deleted.

🔍 Reference
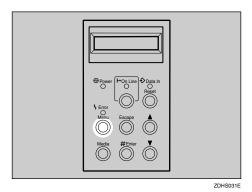
For the name of PRINTER MANAGER FOR ADMINISTRATOR/CLIENT you use, see the inside of front cover of this manual.

For more information about PRINTER MANAGER FOR ADMINISTRATOR/CLIENT, see PRINTER MANAGER FOR ADMINISTRATOR/CLIENT Help.

Printing the Job Log

The following procedure describes how to print the job log.

A Press 【Menu】.

ZDHS031E

The following message appears on the panel display.

```
<Menu>           ▲
IPDL-C Menu      ▼
```

B Press 【▼】 or 【▲】 to display "List Print", and then press 【#Enter】.

```
<Menu>           ▲
List Print       ▼
```

The following message appears on the panel display.

```
<List Print>     ▲
 1.Config.Page   ▼
```

C Press 【▼】 or 【▲】 to display "3.Job Log", and then press 【#Enter】.

```
<List Print>     ▲
 3.Job Log       ▼
```

The following message appears on the panel display.

```
<Job Log>
  Press # key
```
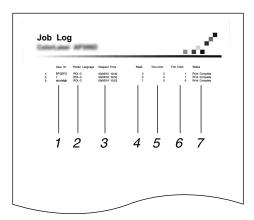
D Press 【#Enter】.

This prints the job log.

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E Press 【On Line】.

The "Ready" message appears on the panel display.

Reading the Job Log

1. **User ID**

Shows a list of User IDs. However, if User IDs have not been configured, "?" appears. With RICOH-SCRIPT2, User ID is fixed to "RPS2".

2. **Printer Language**

Indicates the printer language, either IPDL-C or RICOH-SCRIPT2 (RPS2).

3. **Request Time**

Indicates the time when the job was requested by the printer driver.

Note

❐ This is not available with RICOH-SCRIPT2.

4. **Black**

Indicates the number of pages printed in black and white.

5. **Two-color**

Indicates the number of pages printed with two colors or less (excluding black and white).

6. **Full Color**

Indicates the number of pages printed with three or four colors.

7. **Status**

Indicates the current status of each job.
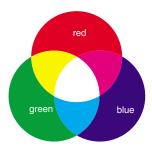
Color Guide

Color Printing Basics

Additive (Emitted) and Subtractive (Reflected) Color Models

All light is a mixture of red, green, and blue, which is normally called the RGB model. When red, green, and blue are of equal intensities, the RGB color model produces white.

🖉 Note
❒ RGB is also called additive or emitted color. The colors on your computer screen are produced by varying the intensities of RGB.
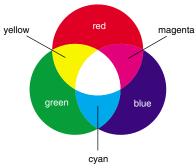
Printed color is a mixture of cyan, magenta, and yellow, which is normally called the CMY color model. When mixed in equal proportions the CMY color model produces black.

🖉 Note
❒ CMY is also called subtractive or reflective color. The printer uses CMY toner plus K (black) toner (CMYK color model) to provide full color printing.

The colors of the RGB color model can be mixed to produce the cyan, magenta, and yellow of the CMY color model and vice versa. Two colors of one model are mixed to produce the color of the other model (mixing blue and green produces cyan, for example). The remaining color is the complement of the color produced (red in this example). Complementary colors are: red and cyan, green and magenta, blue and yellow.

Printed Color

The printer produces full-color output using four toner colors: cyan, magenta, yellow, and black. These four colors make up the CMYK color model.

Note

❒ Mixing CMY in equal proportions should hypothetically produce pure black, but imperfections in the ink cause an equal measure of these colors to produce a muddy or dark brown. Black toner is added to the color model in order to make it possible to produce pure black.

Memory Capacity and Paper Size

The following table shows the relationship between printable paper sizes and memory capacity.

Resolution	300 × 300 dpi							600 × 600 dpi							1200 × 600 dpi						
Memory capacity (MB) **Paper size**	32	64	96	128	160	192	256	32	64	96	128	160	192	256	32	64	96	128	160	192	256
A4	○	○	○	○	○	○	○	▲	○	○	○	○	○	○	☆	▲	○	○	○	○	○
B5 JIS	○	○	○	○	○	○	○	▲	○	○	○	○	○	○	☆	▲	○	○	○	○	○
A5	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Letter	○	○	○	○	○	○	○	▲	○	○	○	○	○	○	☆	▲	○	○	○	○	○
Com#10 Env	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
DL Env	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Legal	○	○	○	○	○	○	○	☆	○	○	○	○	○	○	☆	▲	▲	○	○	○	○
8.5 × 13	○	○	○	○	○	○	○	☆	○	○	○	○	○	○	☆	○	○	○	○	○	○
8.25 × 13	○	○	○	○	○	○	○	☆	○	○	○	○	○	○	☆	○	○	○	○	○	○
8 × 13	○	○	○	○	○	○	○	○	○	○	○	○	○	○	☆	○	○	○	○	○	○
Custom Size	○	○	○	○	○	○	○	☆	○	○	○	○	○	○	☆	○	○	○	○	○	○

▲: Printing is possible regardless of the data volume in simplex printing, but printing jobs containing large data might not be printed in duplex printing (if duplex printing is allowed).

☆: Printing jobs containing large data might not be printed in simplex printing, and also in duplex printing (if duplex printing is allowed).

○: Printing is possible in simplex printing, and also in duplex printing (if duplex printing is allowed).

Limitation

❒ Duplex printing is not allowed with A5, Com#10 Env, DL Env, 8.5 × 13, 8.25 × 13, 8 × 13, and Custom Size paper.

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Low Memory

The error message shown below is output by the printer whenever there is not enough memory to print your data.

> There is not enough memory in your printer to print this page.
> Change print quality in the printer driver and try again.
> For details, please refer to the troubleshooting section in your manual.

The following are the actions you should take when you encounter memory shortage problems. If these actions do not solve the problem individually, try them in combination with each other.

① Increase printer memory.
   Install the optional memory unit to increase the amount of printer memory .

⚲Reference

   For more information about how to install the optional memory unit, see the "Setup Guide" that comes with the printer.

   For more information about kinds of optional memory units, see P.118 *"Options"*.

② Reduce the resolution.
   With the IPDL-C printer driver: On the **[Print Quality]** tab, select **[Custom]** and click **[Setting/Change]**. Then set the resolution to 300dpi.
   With the RICOH-SCRIPT2 printer driver: Set the resolution to 300dpi.

③ Turn on "Image Memory".
   Use the printer's "System Menu" to turn on "Image Memory".⇒ P.90 *"System Menu"*

Moving and Transporting the Printer

⚠ *CAUTION:*

- *It is recommended that at least two persons are used to lift the printer. Otherwise, the printer might fall and cause personal injury.*

- *When lifting the machine, use the grips on both sides. The machine could break or cause an injury if dropped.*

- *Before moving the machine, unplug the power cord from the outlet. If the cord is unplugged abruptly, it could become damaged. Damaged plugs or cords can cause an electrical or fire hazard.*

- *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.*

- *When moving the printer, be sure to keep it level to avoid spilling the fuser oil. If oil is spilt, wipe it with alkaline cleaner. Otherwise, the oily surfaces can create the danger of slipping and personal injury.*

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.

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Specifications

Mainframe

❖ **Configuration:**
Desktop

❖ **Print process:**
Laser beam and dry toner electrical photographic system

❖ **Printing speed:**
Monochrome: 24 pages per minute
Color: 6 pages per minute
(A4, $8^1/_2$"×11")

❖ **Resolution:**
600 dpi

❖ **Parallel interface:**
Interface
Standard 36-pin printer cable and a parallel port on the host computer
IEEE 1284-B I/F (Compatible, Nibble, ECP)

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

❖ **Printer language:**
IPDL-C, RICOH-SCRIPT2

❖ **Paper size:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Paper weight:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Power source:**
⇒ Inside of the front cover of this manual

❖ **Power consumption:**

Standby (Maximum)	1,350 W or less
Printing (Maximum)	1,350 W or less
Printing (Average)	600 W or less
Energy Saver (Maximum)	35 W or less

❖ **Noise emission [1]**

❖ **Sound power level**

During printing	62 dB (A)
Stand-by	57 dB (A)

❖ **Sound pressure level [2]**

During printing	49 dB (A)
Stand-by	44 dB (A)

[1] The above measurements made in accordance with ISO 7779 are actual value.
[2] It is measured at the position of the operator.

❖ **Dimensions:**

	Width	**Depth**	**Height**
Printer only	500 mm (19.7")	520 mm (20.5")	410 mm (16.1")
With optional Paper Feed Unit	500 mm (19.7")	520 mm (20.5")	555 mm (21.9")
With optional paper feed unit and optional Paper Cassette	500 mm (19.7")	592 mm (23.3")	555 mm (21.9")
With Optional paper feed unit and optional duplex unit	500 mm (19.7")	605 mm (23.8")	605 mm (23.8")
With optional paper feed unit, optional Paper Cassette and optional duplex unit	500 mm (19.7")	677 mm (26.7")	605 mm (23.8")

Measurement conditions: With the paper tray opened.

❖ **Weight:**
Approximately 39 kg (86 lb) (including consumables)

❖ **Warm-up time:**
Less than 240 seconds (20°C, 68°F)

❖ **Paper capacity:**

Standard paper tray	250 sheets [1]
Optional paper feed unit	500 sheets [1]

[1] Paper weight: 80 g/m^2, 20 lb

❖ **Paper output capacity:**
250 sheets (80 g/m^2, 20 lb)

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❖ **CPU:**
RM5261-250 MHz

❖ **Memory:**
Standard 32 MB, up to 256 MB (with the optional SDRAM module)

❖ **Network (an optional Network Interface Board required):**
Topology: Ethernet (10BASE-T/100BASE-TX)
Protocol: TCP/IP, IPX/SPX, NetBEUI, AppleTalk

❖ **Optional equipment:**
- PAPER FEED UNIT Type206
- Paper Cassette Type204 (Legal)
- AD390 (duplex unit)
- Network Interface Board Type306
- Memory Unit Type B 32MB
- Memory Unit Type B 64MB
- Memory Unit Type B 128MB

Options

PAPER FEED UNIT Type206

❖ **Paper size:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Paper weight:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

Paper Cassette Type204 (Legal)

❖ **Paper size:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Paper weight:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

Network Interface Board Type306

❖ **Topology:**
Ethernet (10BASE-T/100BASE-TX)

❖ **Protocols:**
TCP/IP, IPX/SPX, NetBEUI, AppleTalk

❖ **Interface connector:**
RJ45

❖ **Required cable:**
STP (Shielded Twisted-Pair) cable
Category/Type5 or better
*A cable is not enclosed with this option.

Memory Unit Type B (32MB/64MB/128MB)

❖ **Memory type:**
SD (Synchronous Dynamic) RAM

❖ **Number of pins:**
144 pins

❖ **Access time:**
PC100

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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**

Toner cartridge [1]	Average printable number of pages per cartridge [2]
Cyan	7,200 pages
Magenta	7,200 pages
Yellow	7,200 pages
Black	12,000 pages

[1] For the name of toner cartridges, see the inside of front cover of this manual.
[2] A4 5% test chart, 5 pages/job

📝 **Note**

❏ The actual number of pages you can print with 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. The life of a toner cartridge also shortens as the cartridge becomes older. All this means that a toner cartridge might require replacement sooner than the normal life described above.

❏ Toner cartridges that come with the printer are for setup purposes, and will not provide the number of pages described above. The average number of printable pages that can be expected from the toner cartridges included in the printer are as follows:

- Black toner cartridge : about 5,000 pages

- Cyan, magenta and yellow toner cartridges : about 3,000 pages for each

❖ Other consumables

✐ Note

❒ The actual life of consumables depends on the type and size of paper you are using, the contents of your print images, and printing environment conditions. The life of consumables also shortens as the consumables become older. All this means that consumables might require replacement sooner than the life indicated.

Consumables [1]	Service life [2]
Waste toner bottle	17,000 pages
Photoconductor unit	60,000 pages
Fuser oil	12,000 pages
Fuser cleaner	12,000 pages

[1] For the name of consumables, see the inside of front cover of this manual.
[2] A4 5% test chart, 5 pages/job, for monochrome printing

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Windows NT 4.0

MEMO

MEMO

Note to users in the United States of America

Notice:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one more of the following measures:

Reorient or relocate the receiving antenna.

Increase the separation between the equipment and receiver.

Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

Warning

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

Caution (in case of 100BaseTX environment):

Properly shielded and grounded cables (STP) and connectors must be used for connections to host computer (and/or peripheral) in order to meet FCC emission limits.

Declaration of Conformity

Product Name: Printer
Model Number: AP206/SLP6c/C7006
Responsible party: Ricoh Corporation
Address: 5 Dedrick Place, West Caldwell, NJ 07006
Telephone number: 973-882-2000
This device complies with part 15 of FCC Rules.
Operation is subject to the following two conditions:
1. This device may not cause harmful interference, and
2. this device must accept any interference received,
including interference that may cause undesired operation.

Properly shielded cables must be used for connections to host computer (and/or peripheral) in order to meet FCC emission limits.

Network interface cable with ferrite core must be used for RF interference suppression.

Note to users in Canada

Note:

This Class B digital apparatus complies with Canadian ICES-003.

Remarque concernant les utilisateurs au Canada

Avertissement:

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

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

❙ means POWER ON.

❍ means POWER OFF.