# **QUICK INSTALLATION GUIDE**<G095-8626>

Please read the Safety Information in the Setup Guide or Printer Reference before using this machine. It contains important information related to USER SAFETY and PREVENTING MACHINE PROBLEMS.

## WHERE TO PUT THE PRINTER

The printer's location should be carefully chosen because environmental conditions greatly affect its performance. 

### **▲** Warning

- Confirm that the wall outlet is near the machine and freely accessible, so that in event of an emergency, it can be unplugged easily.
- Only connect the machine to the power source described on this sheet.
- Avoid multi-wiring
- Do not damage, break or make any modifica-tions to the power cord. Do not place heavy objects on it, pull it hard or bend it more than necessary. These actions could cause an electric shock or fire

#### **∧** Caution

- Keep the machine away from humidity and dust. A fire or an electric shock might occur.
- Place the machine on a strong and level surface. Otherwise, the machine might fall and cause personal injury
- If you use the machine in a confined space, confirm that there is a continuous flow of air.

#### **Optimum Environmental Conditions**



#### **Environments to Avoid**

#### Important

and left to right.

2

- □ Locations exposed to direct sunlight or strong light
- □ Dusty areas
- □ Areas with corrosive gases
- □ Areas excessively cold, hot, or humid
- □ Locations near an air conditioner or humidifier
- □ Locations near other electronic equipment
- □ Locations where the printer might be subjected to frequent strong vibration

### **Power Connection**

- Connect the power cord to a power source with the following specifications:
- □ 220-240V, 50/60Hz, 4.1A or more

Space Required for Installing the Printer Leave enough space around the printer. This space is necessarv to operate the printer. The recommended (or minimum) space requirement is as follows



- A: more than  $10 \text{ cm} (4 0^{\circ})$
- B more than 10 cm (4 0")
- C: more than 100 cm (40.0")
- D: more than 10 cm (4.0")

### UNPACKING THE PRINTER AND CHECKING THE CONTENTS OF THE BOX

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

### Important

- □ The interface cable is not included in the box. Make sure that the interface cable you use, is appropriate for your computer.
- Quick Installation Guide (this sheet)
- □ Setup Guide
- □ CD-ROM (3)
- Power Cord

2

3

- □ Printer (including a starter toner cartridge)
- □ Additional Documentation

Remove the plastic bag. Lift the printer and move it to the place where you want to install it. When lifting the machine, use the inset grips on both sides. Otherwise



### INSTALLING THE TONER CARTRIDGE

#### **∆** 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 cartridge your-
- self, dispose of them according to your local regulations

#### **∧** Caution

- Do not eat or swallow toner.
- · Keep toner (used or unused) and the toner cartridge out of reach of children.
- Our products are engineered to meet the highest standards of quality and functionality. When purchasing expendable supplies, we recommend using only those provided by an authorized dealer.

### Important

□ Do not expose the toner cartridge to a light for a long time. If you do, the toner cartridge will be damaged and the print quality might be reduced.

While holding the front cover with both hands on the left and right sides, press the release button to open it.



#### Remove the fixing material inserted between toner cartridge and the printer



#### 3 While lifting the front side of the toner cartridge, pull it out of the printer



- □ Do not hold the toner cartridge upside down or stand it vertically.
- □ Do not put the toner cartridge on an unstable or tilted surface.

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



### Important

6

- □ Be sure to remove the tape completely before installing the toner cartridge. Otherwise, the printer might be damaged.
- □ If you pull out the strips when the toner cartridge is slant or standing on its side, the cartridge might cause trouble with the printer.
- □ Be sure to pull the tape horizontally. Pulling it upward or downward may cause the toner to scatter.
- □ Be careful not to make your cloths dirty with toner. □ After pulling the tape out of the cartridge, toner scatters
- easily. Do not shake the cartridge.

#### Holding the grips of the toner cartridge, insert it into the printer until it stops.



#### Lower the toner cartridge when it touches the back.



Close the front cover by pressing the indentations on the left and right sides.



#### Important

- Do not close the front cover forcefully. If it does not close easily, pull out the toner cartridge and insert it again. After that, close the front cover again
- □ Dispose of removed fixing material and tape in the same manner as ordinary plastic waste.

INSTALLING THE PAPER TRAY

The default paper settings size are as follows: Metric version: A4  $\Box$  (short-edge feed) Inch version:  $8^{1/2}$ " x 11"  $\square$  (short-edge feed)

For settings other than the default paper size, see "Loading Paper and Other Media" in the Printer Reference provided as a PDF file on the CD-ROM labeled "Operating Instructions".

can be set in the paper tray, see "Paper and Other Media Supported by this Printer" in the Printer Reference provided as a PDF file on the CD-ROM labeled "Operating Instructions".

Pull out the paper tray until it stops.



Note

2

While lifting the front side of the tray, pull it out of the printer.

front side of the printer.



### Load paper into the paper tray with the print side up



## Important

- □ Confirm that the top of the stack is not higher
- than the limit mark inside the tray.

Ø Note

For more information about the paper sizes that

□ Do not touch the three white pins on the left





□ Confirm that the paper fits under the rear guide.



Lift the front of the tray, and slide it carefully into the printer until it stops.



### Important

- □ Confirm that the setting of the paper size dial matches the size and feed direction of the paper in the tray. Otherwise, the printer might be damaged or a printing problem might occur.
- □ Do not slide the paper tray in and out with force. If you do, the front and side paper guides will move out of the place.

Insert the paper tray aligning the **v** mark on the back of the printer with the **A** mark on the paper trav cover, and then push in the paper trav cover in the direction shown by the arrow in the illustration.

#### Note

5

□ Do not install the paper tray cover if the duplex unit is installed







CORD

2

3

socket.

### USB connection

#### Important

□ The USB interface cable is not provided with the printer. Make sure that the USB interface cable you use is appropriate for your computer.

Attach the USB interface cable to the USB interface connector of the printer. Secure the cable



Attach the other end of the interface cable to the USB interface connector of the computer or the USB Hub. Secure the cable.

#### Note

- USB connection is possible with Windows 98 SE/ Me, Windows 2000/XP, Mac OS 9.x and Mac OS
- □ When using Windows 98 SE/Me, install the "USB Printing Support" software. The support speed with Windows 98 SE/Me is equivalent to USB 1.1.
- USB connection with Macintosh is only possible via the standard USB port on the printer body. The support speed with Macintosh is equivalent to USB 1.1.



### SETTING UP FOR PRINTING

Printing requires installation of a printer driver for the operating system.

#### E Reference

- □ See "Printer Drivers for This Printer" in the Setup Guide.
- □ If you want to install options, see "Installing Options" in the Setup Guide.

Copyright © 2003 G095-8626 Printed in The Netherlands GB (GB)