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For how to use this manual, see "Using the User Guide".

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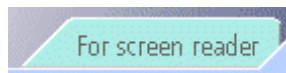
Read this manual carefully before you use this product and keep it handy for future reference. For safe and correct use, please be sure to read the Safety Information in the Setup Guide before using the machine.

This section describes the items that appear in the User Guide.

Click to display the standard version of the User Guide.



Click to display the screen-reader version of the User Guide.



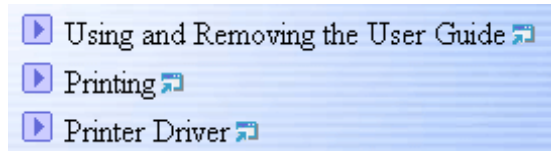
Click to display the [Settings] page. On this page, you can select the display color and whether or not to hide illustrations for procedures.



Enter a word you want to search for.

Search

If you point to a character string, it turns blue and is underlined. Click the string to jump to the linked page.



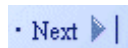
Click to display the contents.



Click to display the previous topic.



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Click to return to the top of the displayed page.



If a description contains a hyperlink, the hyperlink appears at the bottom of each page.



- Two kinds of size notation are employed in this manual. With this machine refer to the metric version.
- Some illustrations in this manual might be slightly different from the machine.
- Certain options might not be available in some countries. For details, please contact your local dealer.

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Removing the User Guide

Follow the procedure below to remove the User Guide installed on your computer.

Removing the User Guide using its [Uninstall] function

- 1** Click [Start], and then point to [Programs].
- 2** Point to the installed [Product name], and then click [Uninstall].
- 3** Follow the instructions that appear to remove the User Guide.

Removing the User Guide using [Add/Remove Programs]

- 1** Open [My Computer], and then open [Control Panel].
- 2** Double-click [Add/Remove Programs].
- 3** Select the installed [Product name User Guide], and then click [Add/Remove...].
- 4** Follow the instructions that appear to remove the User Guide.

Note

- As well as removing the entire the User Guide, you can also remove selected manuals from the guide.

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Printing on Various Paper Types

The print method differs depending on the type of paper used for printing. Use a print method appropriate for each paper type.

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Printing on Plain Paper

Follow the procedure below to load plain paper in the paper tray and print.

- 1** Load plain paper in the paper tray.
- 2** Open the printer properties dialog box from the application.
- 3** On the [Setup] tab, click [Plain] in the [Paper type:] list.
- 4** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 5** Make print settings, and then click [OK].

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Printing on Thick Paper

Follow the procedure below to print on thick paper and label paper. Thick paper and label paper are fed from the bypass tray.

Note

- For printing using the bypass tray on paper such as thick paper, be sure to install the duplex unit (optional).
- Paper heavier than 105 g/m² (198.5 lb.) is inserted into the bypass tray one sheet at a time. Paper lighter than that can be loaded in paper tray.

1 Open the printer properties dialog box from the application.

2 On the [Setup] tab, click [Thick] in the [Paper type:] list.

3 Make the necessary settings, and then click [OK].

A confirmation message appears.

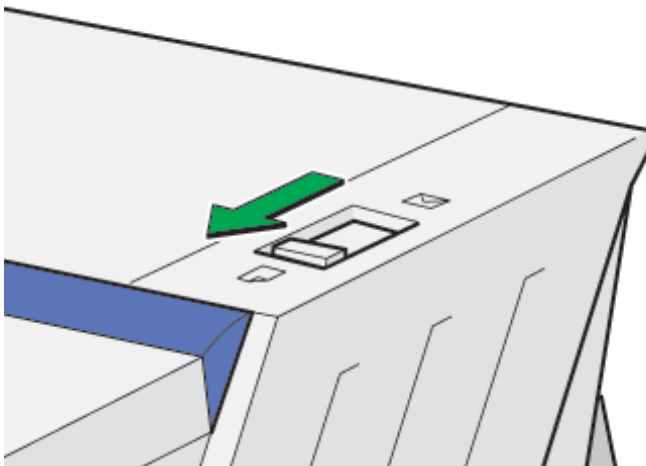
4 Check the message, and then click [OK].

5 Make print settings, and then click [OK].

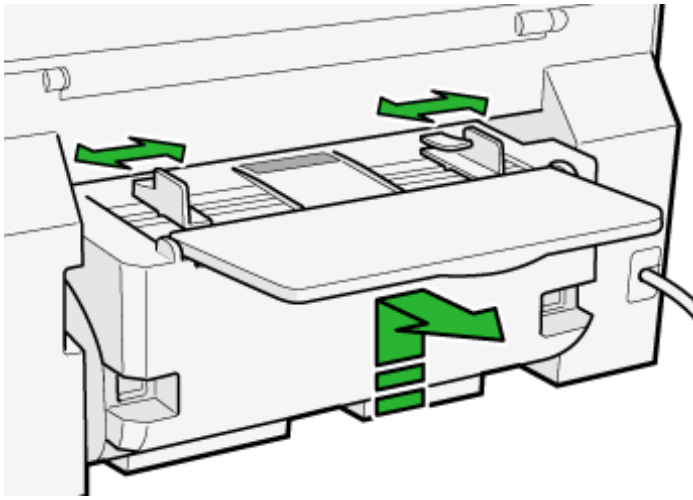
Note

- The [Test Paper Feed/Resume] key lights.

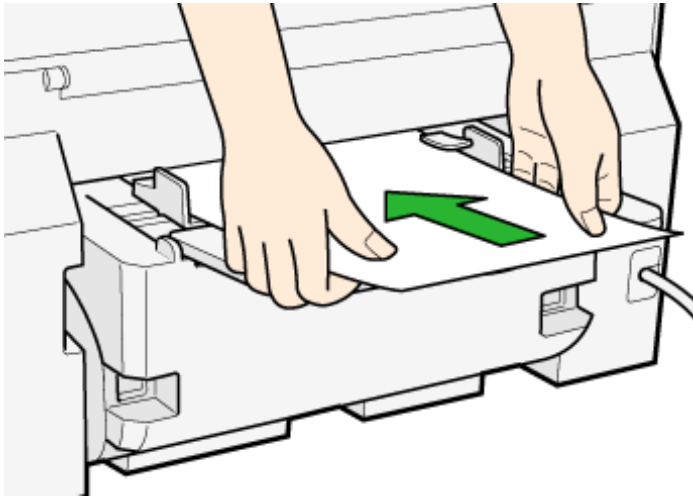
6 Slide the envelope selector to the forward position .



7 Slide the bypass tray guides into position according to the paper size, and then pull the bypass tray extension out.



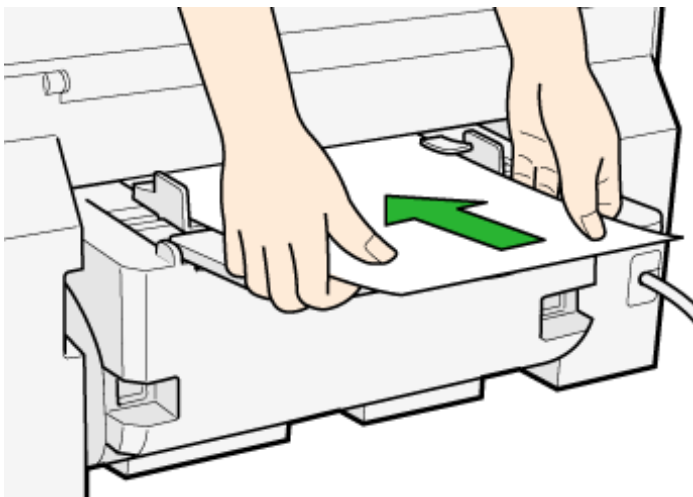
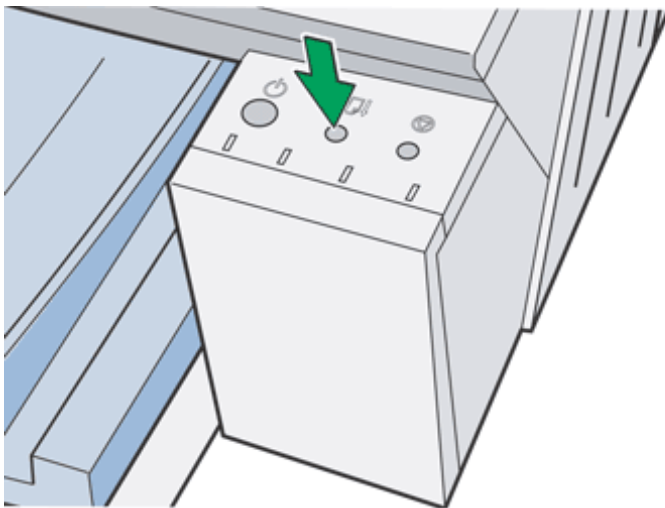
8 Insert a sheet of paper into the bypass tray with the print side face up.



Note

- Paper can only be inserted one sheet at a time.
- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.
- The thick paper should be between the top and bottom of the bypass tray guides.

9 Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

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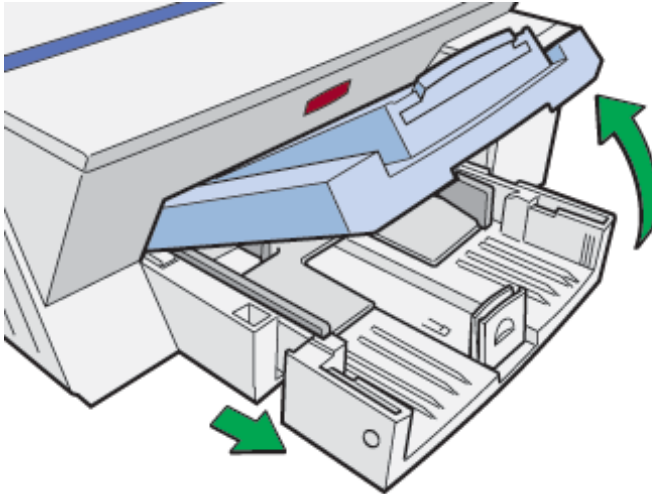
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Printing on Inkjet Plain Paper

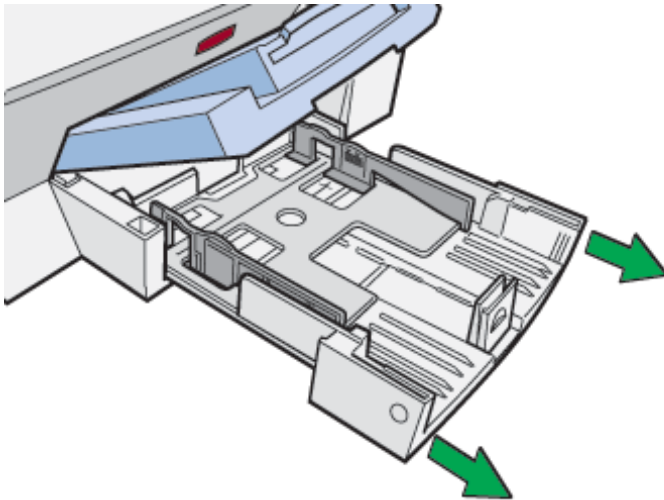
Follow the procedure below to print on inkjet plain paper.

1 Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

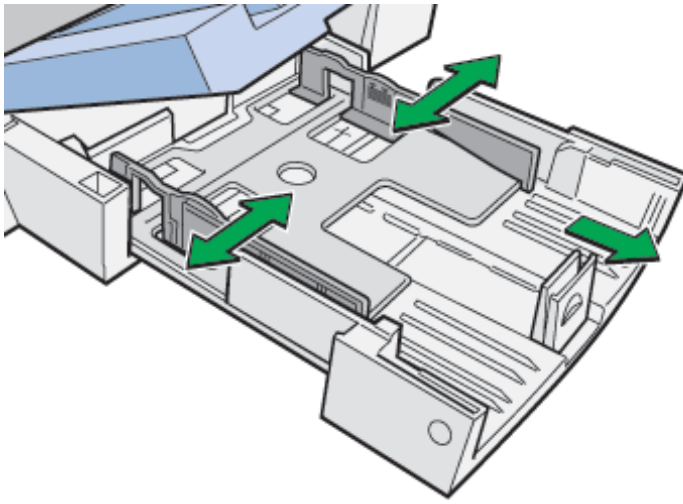
2 Hold both sides of the paper tray, and pull it toward you.



Note

- The paper tray cannot be detached. Do not pull it forcefully.

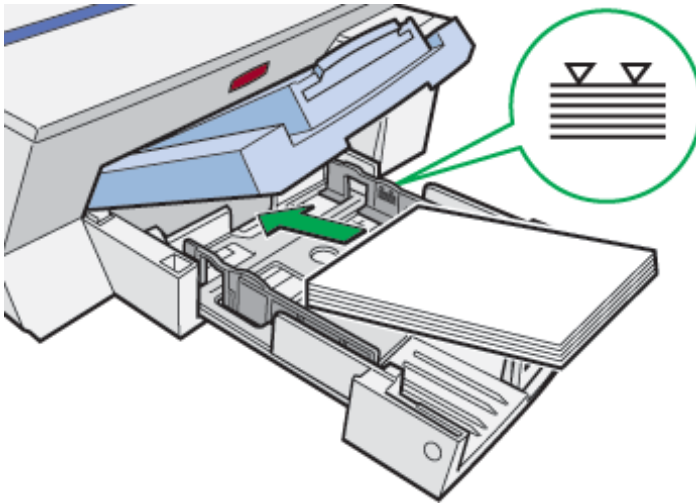
3 Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.



↓ Note

- Before loading paper, make sure to squeeze the front end paper guide and slide it to an open position.

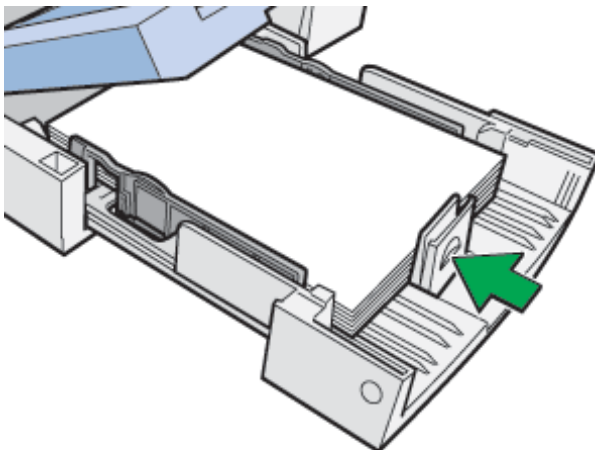
4 Load inkjet plain paper with the print side face down but not over the limit mark.



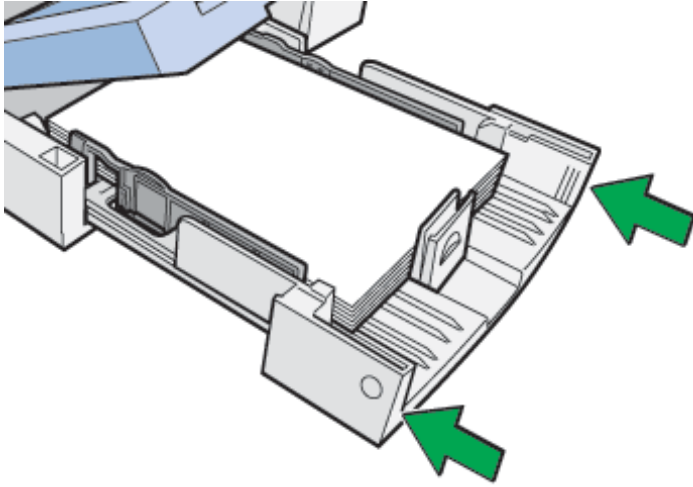
↓ Note

- Curled paper may jam. Straighten any curls before loading.

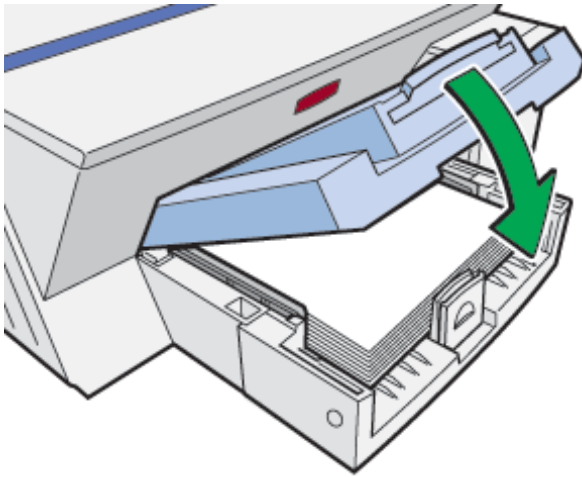
5 Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



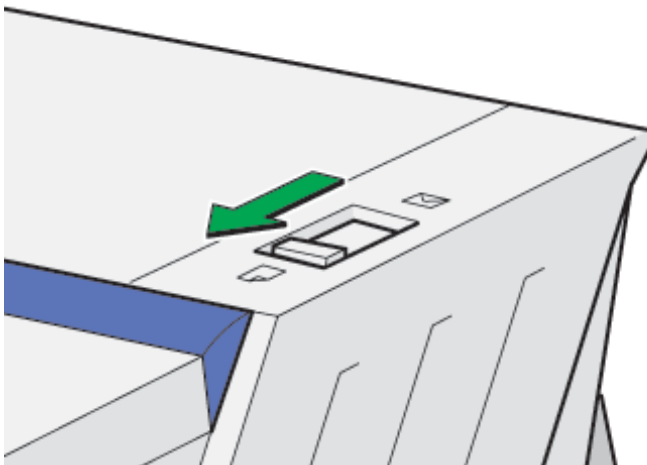
- 6** Hold both sides of the paper tray, and push it gently in until it stops.



- 7** Lower the output tray.



- 8** Slide the envelope selector to the forward position .



- 9** Open the printer properties dialog box from the application.

- 10** On the [Setup] tab, click [Inkjet Plain Paper] in the [Paper type:] list.

Note

- Only one-sided printing is possible when [Inkjet Plain Paper] is selected. For duplex printing, click [Plain].

11 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

12 Make print settings, and then click [OK].

Reference

- [Opening from an Application](#) 
- [Paper Handling Precautions](#) 

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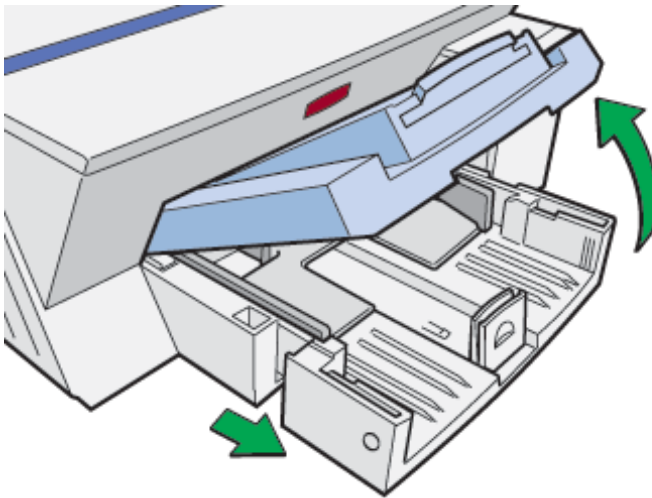
Printing on Inkjet Transparency

Follow the procedure below to print on inkjet transparency.

Note

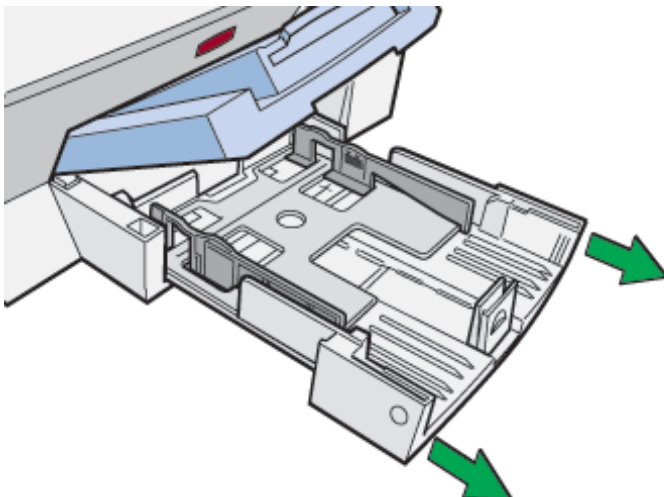
- Ink on an inkjet transparency takes some time to dry. We recommend that you remove a printed inkjet transparency from the output tray before the next inkjet transparency is delivered.
- The print delivery time interval can be set longer to avoid printed inkjet transparency from sticking together due to wet ink.

1 Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

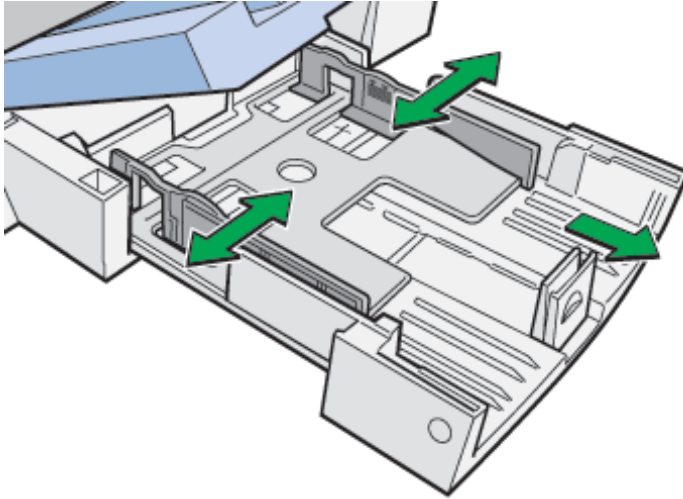
2 Hold both sides of the paper tray, and pull it toward you.



Note

- The paper tray cannot be detached. Do not pull it forcefully.

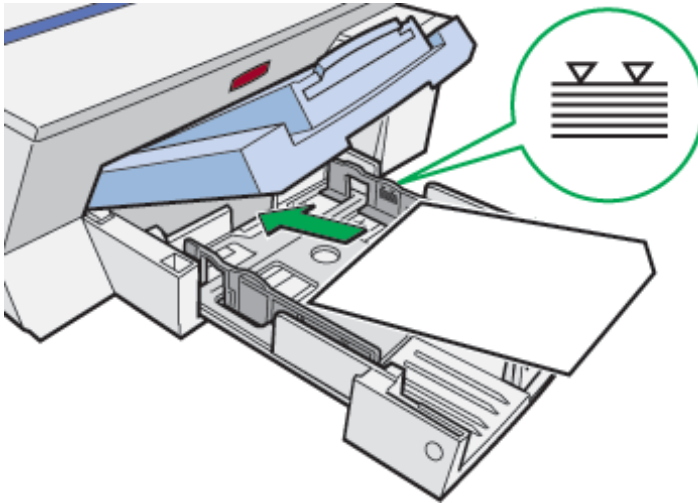
3 Squeeze the paper guide release, and then slide the side paper guides into position according to the inkjet transparency size.



Note

- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

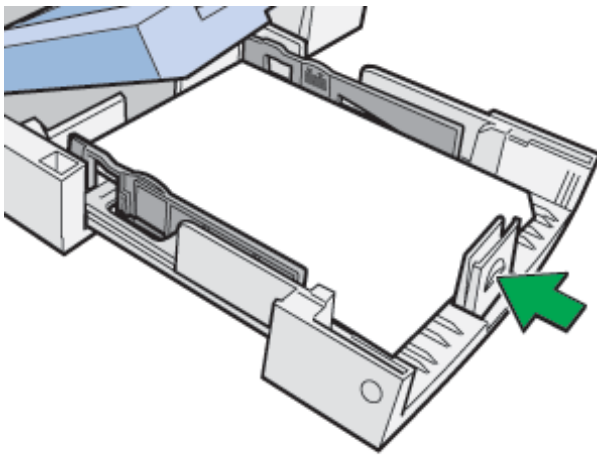
4 Load inkjet transparency into the paper tray with the notched corner in the right front corner of the tray. Do not load transparencies over the limit mark.



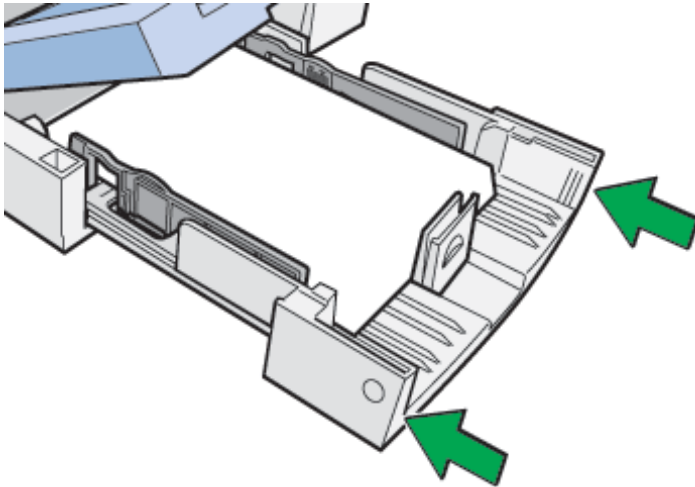
Note

- Curled inkjet transparency may jam. Straighten any curls before loading.
- If other paper is loaded, remove it, and then load inkjet transparency.
- To prevent the leading edge of transparencies from being scratched, place transparencies one at a time.

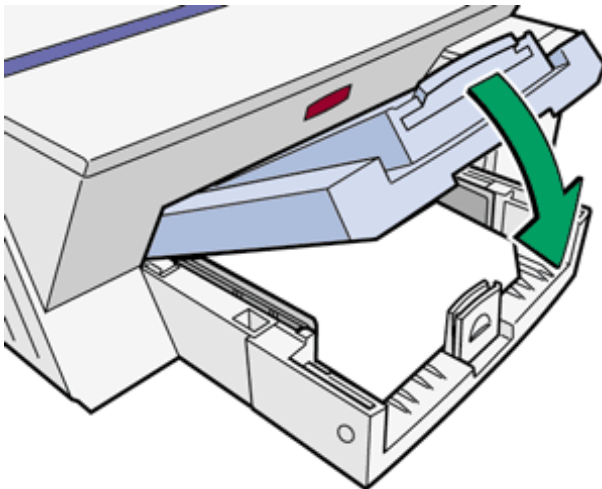
5 Squeeze the front end paper guide, and then slide it to meet the edge of the inkjet transparency.



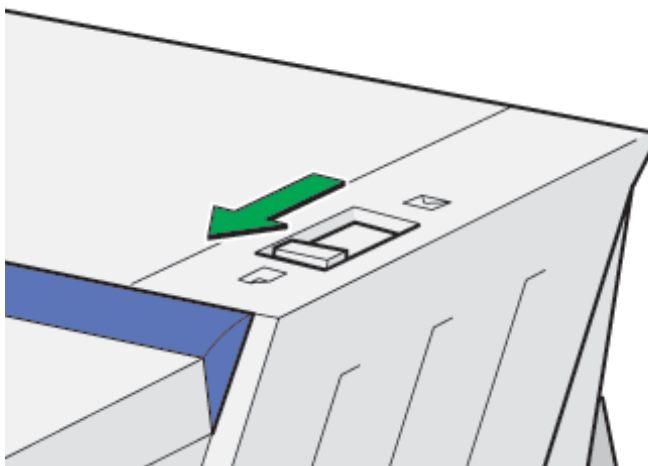
6 Hold both sides of the paper tray, and push it gently in until it stops.



7 Lower the output tray.



8 Slide the envelope selector to the forward position .



- 9** Open the printer properties dialog box from the application.
- 10** On the [Setup] tab, click [Inkjet Transparency] in the [Paper type:] list.
- 11** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 12** Make print settings, and then click [OK].

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- [Paper Handling Precautions](#) 

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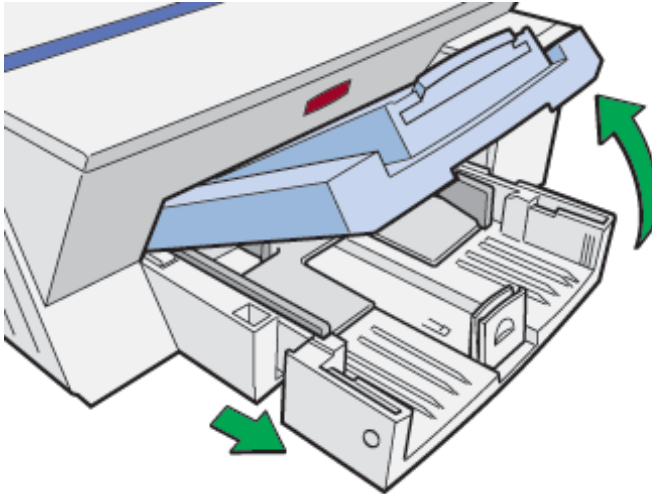
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Printing on Semi-gloss Photo Paper

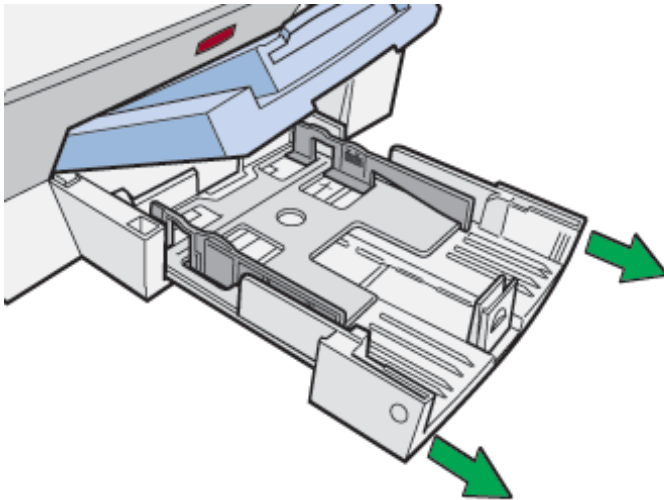
Follow the procedure below to print on semi-gloss photo paper.

1 Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

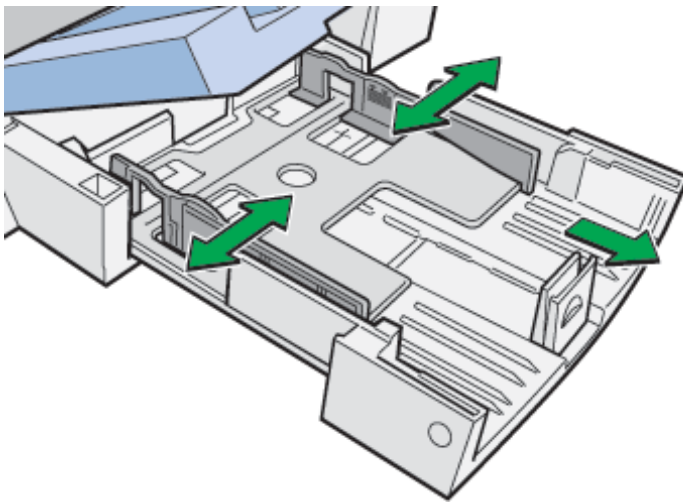
2 Hold both sides of the paper tray, and pull it toward you.



Note

- The paper tray cannot be detached. Do not pull it forcefully.

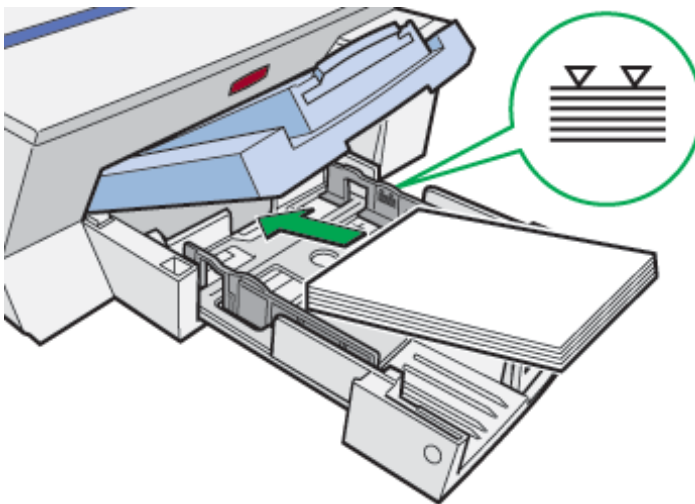
3 Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.



↓ Note

- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

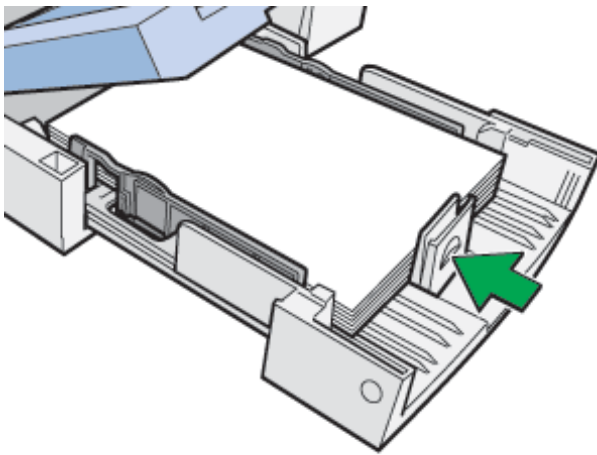
4 Load semi-gloss photo paper with the print side face down but not over the limit mark.



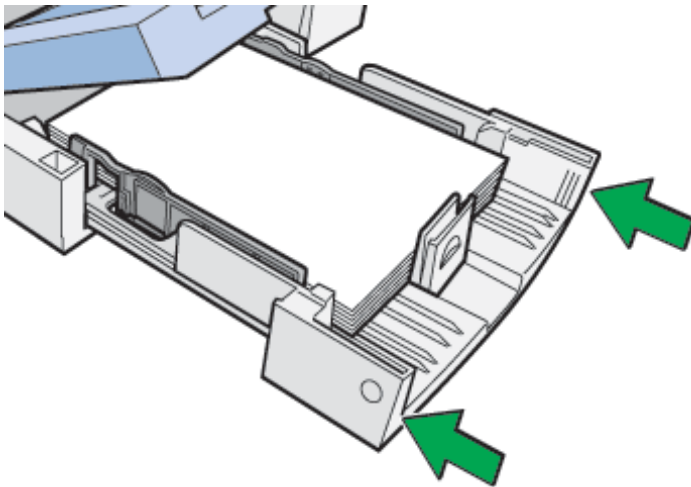
↓ Note

- The print side is rough and white-coated.
- Curled paper may jam. Straighten any curls before loading.

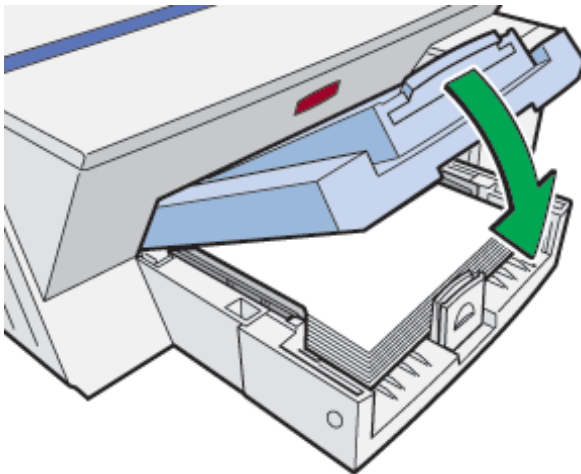
5 Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



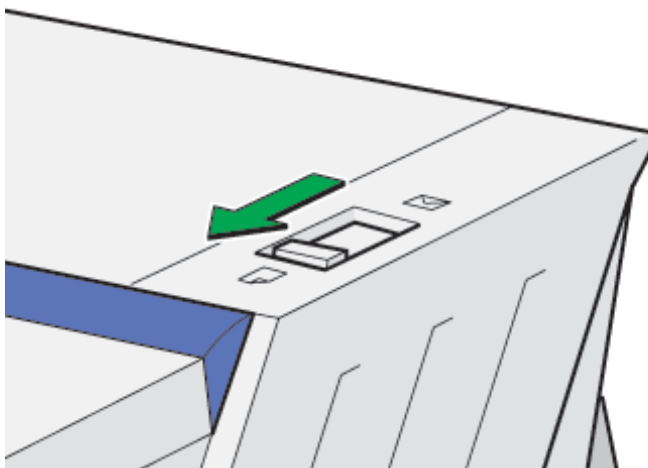
6 Hold both sides of the paper tray, and push it gently in until it stops.



7 Lower the output tray.



8 Slide the envelope selector to the forward position .



9 Open the printer properties dialog box from the application.

10 On the [Setup] tab, click [Semi-gloss Photo Paper] in the [Paper type:] list.

11 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

12 Make print settings, and then click [OK].

↓ Note

- The output tray can hold up to 20 sheets of semi-gloss photo paper at a time.

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Printing on Envelopes

Follow the procedure below to print on envelopes. The envelopes are fed from the bypass tray.

↓ Note

- Before loading envelopes, make sure their edges are sharply creased by rubbing the edges with a pen or similar object.
- Load them properly because the printable area depends on the orientation.

1 Open the printer properties dialog box from the application.

2 On the [Setup] tab, click [Envelope] in the [Paper type:] list.

3 Make the necessary settings, and then click [OK].

A confirmation message appears.

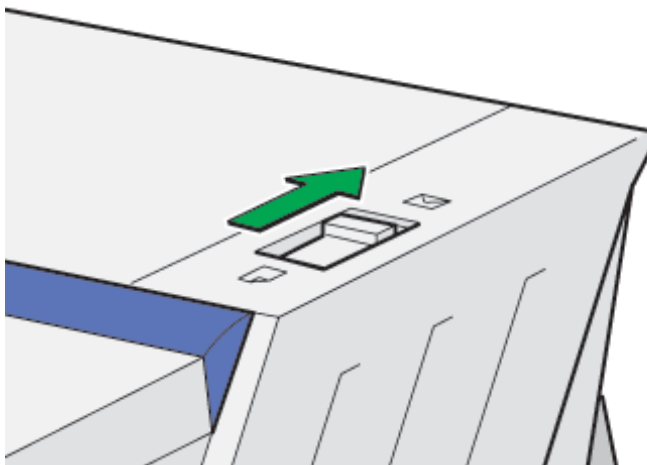
4 Check the message, and then click [OK].

5 Make print settings, and then click [OK].

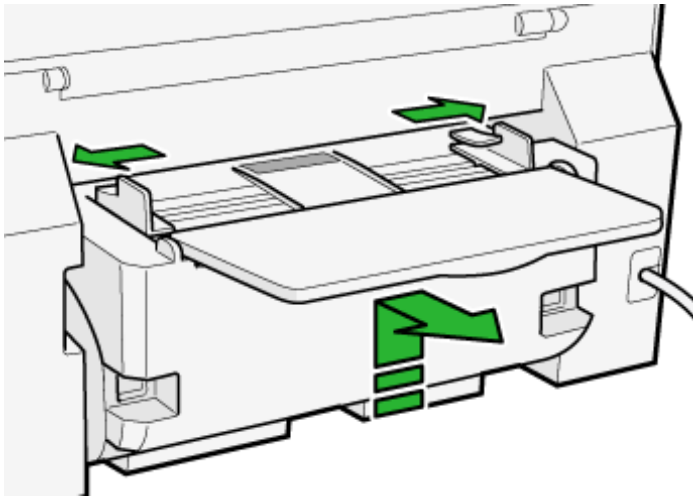
↓ Note

- The [Test Paper Feed/Resume] key lights.

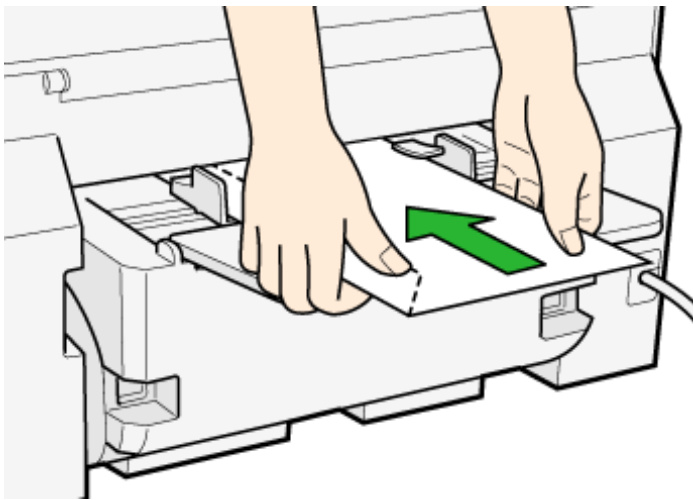
6 Slide the envelope selector to the rear position .



7 Open up the bypass tray guides as far as they will go, and then pull the bypass tray extension out.

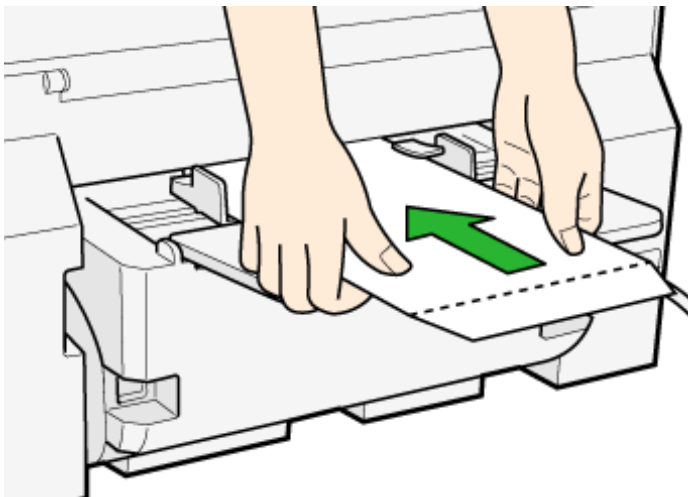


8 Insert an envelope as illustrated with the front-side up and the folded flap on the left side when the machine is viewed from the back, and then slide the bypass tray guides up against the edges of the envelope.



Note

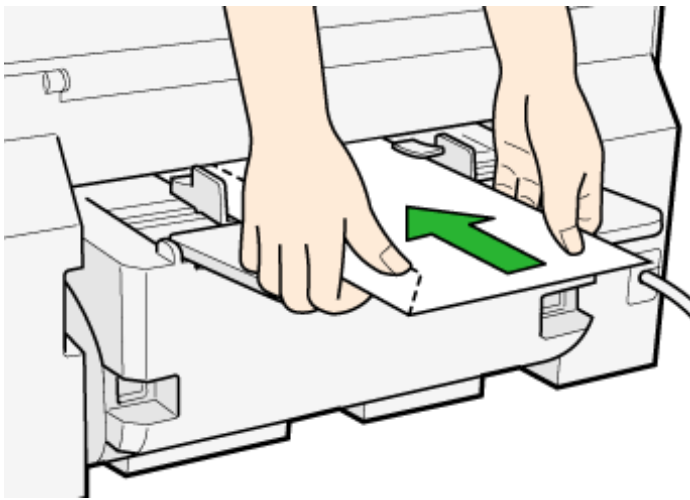
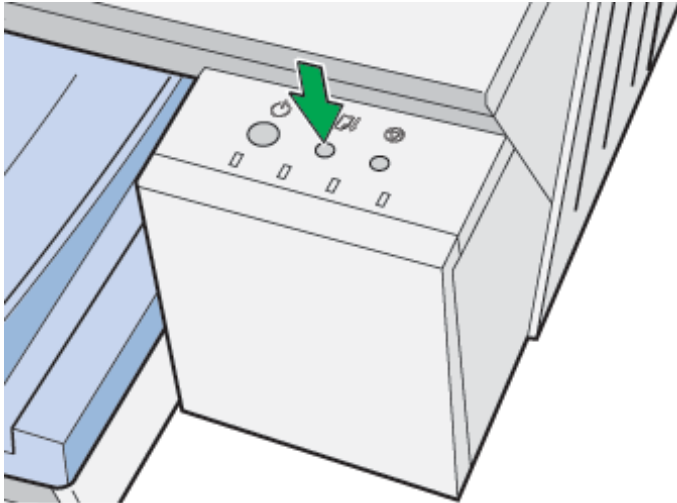
- If the envelope has a short-edge flap, the envelope should be inserted bottom first with the flap unfolded as illustrated.



- Envelopes can only be inserted one at a time.
- Support the envelope with your hands to keep it from sliding out and dropping.
- Insert the envelope straight into the bypass tray.

- The envelope should be between the top and bottom of the bypass tray guides.

9 Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

Reference

- [Opening from an Application](#) 
- [Paper Handling Precautions](#) 
- [Printable Area](#) 

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Canceling Printing

Print jobs can be canceled from either a printer or computer. How to cancel print jobs differs according to their job status. Check the job status first.

Canceling a print job being printed

Cancel the print job from the Printer Status monitor or by pressing the [Cancel] key of the printer.

Canceling a print job in queue

Cancel the print job from the taskbar of the computer.

Related topics

[Canceling Printing from the Printer Status Monitor](#) [Canceling Printing Using the \[Cancel\] Key of the Printer](#) [Canceling Printing from the Taskbar](#) [Top](#) | [Previous](#) • [Next](#) |

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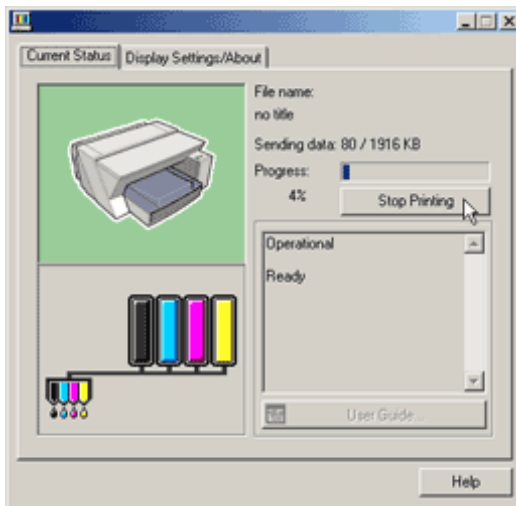
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Canceling Printing from the Printer Status Monitor

Follow the procedure below to cancel a print job being printed.

1 Check that printing and the Printer Status monitor have started.

2 Click [Stop Printing].



Note

- It will take a few moments for printing to stop.

Reference

- [Displaying the Printer Status](#) 

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Canceling Printing Using the [Cancel] Key of the Printer

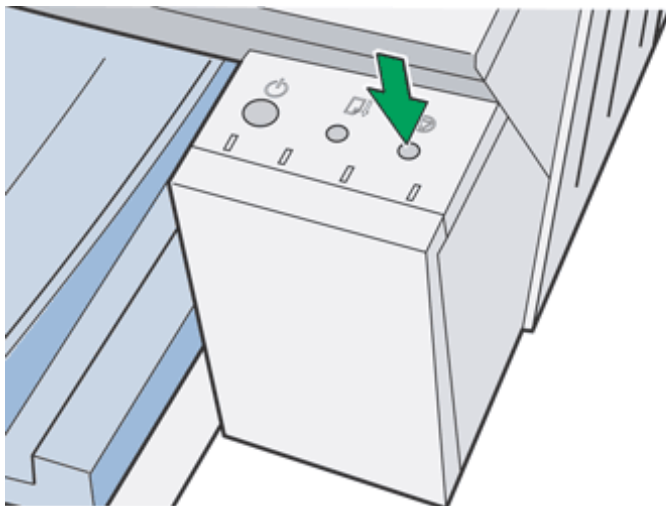
Follow the procedure below to cancel a print job being printed.

1 Check that printing has started.

↓ Note

- Not only the print job being printed but also the print jobs in queue will be canceled.
- If you press the [Cancel] key while the printer is receiving print data for a print job (the [Power] key is blinking), that print job is also canceled.

2 Press the [Cancel] key.



↓ Note

- It will take a few moments for printing to stop.

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Canceling Printing from the Taskbar

Follow the procedure below to cancel a print job in queue.

- 1** Double-click the icon of the printer on the taskbar.
- 2** Select the print job you want to cancel, and then click [Cancel Printing] (Windows 2000/XP, Windows Server 2003: [Cancel]) on the [Document] menu.

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Adjusting Print Quality

Print quality and color tone can be adjusted to suit the print data.

Related topics

[Printing Using Preset Print Quality Settings](#) [Printing in Black and White](#) [Saving Color Ink When Printing](#) [Printing with Print Quality Settings You Want](#) [Printing Images Vividly](#) [▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Printing Using Preset Print Quality Settings

With preset print quality settings, you do not have to make print quality settings every time you print. Follow the procedure below to print using a preset print quality setting.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** On the [Setup] tab, select a print quality setting in the [Print Quality] area.
- 3** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 4** Make print settings, and then click [OK].

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Printing in Black and White

Follow the procedure below to print using only black ink.

Since black and white printing is faster than color printing, it is efficient for printing color documents that do not need to be printed in color. Also, the black produced by black and white printing is a more distinct black than that produced by color printing.

Note

- Be sure to select black and white printing if you specified black and white printing in an application.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [Black and White] in the [Color/Black and White] area.

3 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

4 Make print settings, and then click [OK].

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Saving Color Ink When Printing

Follow the procedure below to save color ink by printing graphics and images with less than the usual amount of ink. Text is printed as usual so that it can remain clear and easy to read.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** On the [Setup] tab, click [Color] in the [Color/Black and White] area.
- 3** Select the [Level color] check box.
- 4** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 5** Make print settings, and then click [OK].

↓ Note

- Overall color, except for text, will be lighter.
- The color of text may be printed lighter depending on the application used.

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Printing with Print Quality Settings You Want

You can make print quality settings more in details.

Related topics

[Changing Image Printing Method](#) [Correcting the Hue of Digital Photos](#) [Printing Low Resolution Images Smoothly](#) [Changing the Dither Pattern](#) [Changing the Color Profiling Pattern](#) [Printing Grayscale Images Using Black or CMYK](#) [Printing Text in Black](#) [Using ICM](#) [Adjusting Brightness, Contrast, and Saturation](#) [Adjusting Color Balance](#) [Printing a Whole Page as an Image](#) [Changing the Image Data Process](#) [Printing with Particular CMYK Colors](#) [Top](#) | [Previous](#) • [Next](#) |

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Changing Image Printing Method

When printing images, the higher the resolution of images, the longer the time required for printing. Follow the procedure below to print with priority on print quality or print speed.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 On the [Image Adjustments] tab, select an image printing method in the [Image processing priority] list.

5 Click [OK].

The [Change User Settings] dialog box closes.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Correcting the Hue of Digital Photos

Correct the hue of digital photos. This is effective especially for overexposed or underexposed images.

↓ Note

- Exposure is affected by the levels of light in which the photo was taken. If there are extreme light and shade differences between object and background, the object may be underexposed (too dark) or overexposed (too light).

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 On the [Image Adjustments] tab, select the [Adjust photos and images] check box.

! Limitation

- If the [Adjust photos and images] check box is selected, the [Use ICM] check box is unavailable.

5 Click [OK].

The [Change User Settings] dialog box closes.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Printing Low Resolution Images Smoothly

Follow the procedure below to print outlines of low resolution images, which often appear on Web pages, smoothly.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** On the [Setup] tab, click [User settings] in the [Print Quality] area.
- 3** Click [Change...].
The [Change User Settings] dialog box appears.
- 4** On the [Image Adjustments] tab, select the [Smooth low resolution images] check box.
- 5** Click [OK].
The [Change User Settings] dialog box closes.
- 6** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 7** Make print settings, and then click [OK].

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Changing the Dither Pattern

A dither pattern is a pattern of dots used to simulate a color or shade of an image. If the pattern is changed, the characteristics of the image will also change. Follow the procedure below to select a pattern suitable for the image to be printed.

↓ Note

- Dithering is a technique where tiny dots are printed in patterns in order to create the illusion of tones and colors that cannot be physically reproduced.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 On the [Image Adjustments] tab, select a dither pattern in the [Dithering] list.

↓ Note

- Thin lines may break depending on the pattern used. If this happens, select another pattern.

5 Click [OK].

The [Change User Settings] dialog box closes.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Changing the Color Profiling Pattern

Follow the procedure below to select a color profiling pattern to adjust the tone of colors for prints according to the colors displayed on the computer screen.

Colors on the computer screen are expressed using the three RGB colors, but colors used for printing are composed of the four CMYK colors. When printing, RGB colors are converted to CMYK colors.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** On the [Setup] tab, click [User settings] in the [Print Quality] area.
- 3** Click [Change...].
The [Change User Settings] dialog box appears.
- 4** On the [Image Adjustments] tab, select a color profiling pattern in the [Color profile:] list.
- 5** Click [OK].
The [Change User Settings] dialog box closes.
- 6** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 7** Make print settings, and then click [OK].

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Printing Grayscale Images Using Black or CMYK

Follow the procedure below to print black or gray parts of an image using black or CMYK.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** On the [Setup] tab, click [User settings] in the [Print Quality] area.
- 3** Click [Change...].
The [Change User Settings] dialog box appears.
- 4** On the [Image Adjustments] tab, select a gray reproduction method in the [Gray reproduction (Text/Line Art):] list.
- 5** Click [OK].
The [Change User Settings] dialog box closes.
- 6** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 7** Make print settings, and then click [OK].

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Printing Text in Black

Follow the procedure below to print text other than black in black. This is useful when text other than black looks lighter when printed.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 On the [Image Adjustments] tab, select the [Print all texts in black] check box.

5 Click [OK].

The [Change User Settings] dialog box closes.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Using ICM

Follow the procedure below to correct colors using the Windows ICM (Image Color Matching) function.

Note

- ICM is a color management system that adjusts colors between I/O devices. Use this function to produce print results with colors as close as possible to those displayed on the computer screen. To use this function, the color profile must be added to the printer.
- You can find the color profile in the ICM folder stored on the CD-ROM provided. For information about adding a color profile, search for the words "color profile" in Windows Help, and then see the appropriate topic.
- This function is unavailable under Windows 95 or Windows NT 4.0.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 On the [Image Adjustments] tab, select the [Use ICM] check box.

Limitation

- If the [Use ICM] check box is selected, the [Color profile:] list on the [Image Adjustments] tab is unavailable. Windows performs color correction using the profile specified on the [Color Management] tab.
- If the [Use ICM] check box is selected, the [Adjust photos and images] check box is unavailable.

5 In the [ICM method:] and [ICM intent:] lists, select a color correction process.

6 Click [OK].

The [Change User Settings] dialog box closes.

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].

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Adjusting Brightness, Contrast, and Saturation

Follow the procedure below to adjust brightness, contrast, and saturation for printing.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 Click the [Balance Adjustments] tab.

5 Adjust the brightness, contrast, and saturation.

 **Note**

- Make adjustments by moving the slider or clicking [-] or [+].

6 Click [OK].

The [Change User Settings] dialog box closes.

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].

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Adjusting Color Balance

Follow the procedure below to adjust color balance by changing the mixture of red (R), green (G), and blue (B).

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 Click the [Balance Adjustments] tab.

5 Adjust color balances.



- Make adjustments by moving the slider or clicking [-] or [+]. Click [◀] and [▶] to move all sliders at the same time.
- Cyan (C) and red (R), magenta (M) and green (G), and yellow (Y) and blue (B) are pairs of complementary colors.

6 Click [OK].

The [Change User Settings] dialog box closes.

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].



Complementary Colors

It is helpful to understand the concept of complementary colors when adjusting color balance. When two primary colors of the primary colors of light (RGB) or primary colors of pigment (CMY) are mixed, the resulting color is the complimentary color of the remaining primary color. Red and cyan, green and magenta, and blue and yellow are pairs of complementary colors.



Hints for Adjusting Color Balance

The following methods are available to make a specific color stronger: decreasing the color's complementary color or decreasing the other colors (that is, decreasing complementary colors relatively). A combination of both methods can be used.

For example, to make red more vivid, make red stronger (by decreasing cyan) or decrease green and blue (making magenta and yellow stronger). The more red is used, the brighter the image looks. This is useful to adjust the color of a dark image. On the contrary, the less green and blue are used, the duller the image looks. Use this method to make a bright image dull.

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Printing a Whole Page as an Image

This section explains how to convert a print job to image data using a Windows application, and then print the image using the printer driver. Follow the procedure below to print a whole page as an image. This will allow you to get print results that resemble the display image more closely. Since more data has to be processed, printing will take much longer. Use this function if the printed image differs from the display image.

Note

- Black or gray parts will be printed with the four CMYK colors regardless of the settings made in the [Gray reproduction (Text/Line Art):] list on the [Image Adjustments] tab in the [Change User Settings] dialog box.
- This setting overrides the watermark setting.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 Click the [Misc.] tab.

5 Select the [Print as bitmap] check box.

6 Click [OK].

The [Change User Settings] dialog box closes.

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].

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Changing the Image Data Process

Depending on the application, there may be cases where printing takes a long time or colors are not printed correctly. Follow the procedure below to change the image data process to solve the problem.

Note

- Since changing the image data processing method may cause printing not to be performed correctly with some applications, you should normally leave this option unselected.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 Click the [Misc.] tab.

5 Select the [Change data processing] check box.

6 Click [OK].

The [Change User Settings] dialog box closes.

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].

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Printing with Particular CMYK Colors

Normally full color (CMYK) is used for color printing. Follow the procedure below to print using particular CMYK colors.

Note

- These settings are unavailable when black and white printing is specified.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, click [User settings] in the [Print Quality] area.

3 Click [Change...].

The [Change User Settings] dialog box appears.

4 Click the [Misc.] tab.

5 In the [Separate into CMYK, then print in designated color only] area, select colors.

Note

- Select colors you want to use.

6 Click [OK].

The [Change User Settings] dialog box closes.

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].

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Printing Images Vividly

By changing the printer properties settings or using special paper, vivid images can be printed.

Changing the printer properties settings

Prints can be made with priority on print quality. Change print quality settings in the printer properties dialog box.

Using special paper

Printing on special paper will look more vivid compared to printing on plain paper. Use inkjet plain paper or semi-gloss photo paper.

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- [Printing Using Preset Print Quality Settings](#) 
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Various Print Functions

By using various print functions, you can make prints appropriate for your purposes.

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- [Printing on Various Paper Types](#) 

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Printing Multiple Document Sets

Follow the procedure below to print multiple sets of the same document.

↓ Note

- If you do not use the Collate function, prints will be delivered in page batches (P1, P1, P2, P2 ...). If you use the Collate function, prints will be delivered in document batches (P1, P2, P1, P2 ...).

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** Click the [Page Settings] tab.
- 3** In the [Copies] box, enter the number of sets you want to print between 1 and 999.
- 4** Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

- 5** Make print settings, and then click [OK].

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Collating

Follow the procedure below to print complete sets of prints one set at a time when printing multiple sets such as for presentation materials.

Note

- Even when using the Collate function with Layout, Poster, or Duplex, document boundaries are correctly recognized so problems like the first page and last page being printed on the same sheet do not occur.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** Click the [Page Settings] tab.
- 3** In the [Copies] box, enter the number of sets you want to print between 1 and 999.
- 4** Select the [Collate] check box.
- 5** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 6** Make print settings, and then click [OK].

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Printing Web Pages

Use the procedures described below to make settings for printing Web pages.

When a Web page is printed, it may not fit on the paper used or it may not be printed as it looks on the screen. Use the information below to print Web pages correctly.

Printing low resolution images smoothly

Images displayed on Web sites tend to be low resolution images to reduce data size. Before printing, be sure to make the setting to print low resolution images smoothly.

Printing a whole Web page fit to the paper size

When a whole Web page cannot be printed on the paper size used, reduce it using [Fit to paper size] or [Scale] under the Reduce/Enlarge function. If [A3 (297 x 420 mm)] or [B4 JIS (257 x 364 mm)] is selected for [Original size:] and the [Reduce automatically to fit A4]/[Reduce automatically to fit Letter] check box is selected, the print image will be reduced automatically to fit A4/Letter size paper.



- When a Web page is printed over multiple sheets, images or text where any two sheets are connected may not be printed.

Printing the background color of a Web page

The background color of a Web page may not be printed. Make the settings to print the background color using a Web browser.

Internet Explorer

- 1 On the [View] or [Tools] menu of the browser, click [Internet Options...].
- 2 Click the [Advanced] tab.
- 3 In the [Settings] list, select the [Print background colors and images] check box under [Printing].
- 4 Click [OK].

Netscape Navigator

- 1 On the [File] menu of the browser, click [Page Setup].
- 2 On the [Format & Options] tab, select the [Print Background (colors & images)] check box in the [Options] area.
- 3 Click [OK].

Reference

- [Printing Low Resolution Images Smoothly](#) 
- [Reducing and Enlarging to Fit the Paper Size \(Fit to paper size\)](#) 
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Reducing and Enlarging to Fit the Paper Size (Fit to paper size)

Follow the procedure below to print document pages reduced or enlarged to fit the paper size. By specifying a document and paper size, an appropriate reduction or enlargement ratio is selected automatically. This is useful when reducing or enlarging from or to standard paper sizes such as when reducing an A3 document to A5 paper.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Page Settings] tab.

3 Check that the document orientation and size are the same as those selected in the application.

↓ Note

- Usually the settings made in the application are reflected here; however, it depends on the application used. If they are not reflected, make the correct settings.

4 Select the [Reduce/Enlarge] check box, and then click [Fit to paper size] in the list.

5 In the [Printout paper size:] list, select a paper size.

Select the size of paper loaded in the paper tray.

↓ Note

- An automatically selected ratio appears in the [Scaling(%):] box.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Reducing and Enlarging by a Specified Ratio (Scale, Directional magnification)

Follow the procedure below to print with a reduction or enlargement ratio in the range of 20-300% adjustable in 1% increments. Use this to reduce the size of the print image slightly to insert a margin, for example.

Two methods are available: scale and directional magnification. Scale is used to specify the same ratio in both horizontal and vertical directions while directional magnification is used to specify a different ratio for each direction.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** Click the [Page Settings] tab.
- 3** Select the [Reduce/Enlarge] check box, and then click [Scale] or [Directional magnification...] in the list.
- 4** If [Scale] is selected, enter a ratio in the [Scaling(%):] box.

 Note

 - Enter a number between 20 and 300.
 - In the [Printout paper size:] list, you can change the paper size.
- 5** If [Directional magnification...] is selected, enter ratios in the [Vertical:] and [Horizontal:] boxes, and then click [OK].
- 6** Select the [Centering] check box to center an image.

 Note

 - If [Scale] or [Directional magnification...] is selected, a wide margin may be created on the right or bottom of the paper. If this happens, select the [Centering] check box to center an image and create margins of the same width.
 - If the [Centering] check box is not selected, the reduced or enlarged image is positioned in the upper left of the paper.
- 7** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 8** Make print settings, and then click [OK].

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Reducing to A4/Letter Automatically

Follow the procedure below to print a document larger than A4/Letter onto A4/Letter size paper by reducing it. For example, if a document is A3/Legal size, the document is reduced to A4/Letter automatically and printed.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Page Settings] tab.

3 Check that the document orientation and size are the same as those selected in the application.

↓ Note

- Usually the settings made in the application are reflected here; however, it depends on the application used. If they are not reflected, make the correct settings.

In the [Printout paper size:] list, [Reduce to fit A4]/[Reduce to fit Letter] appears.

↓ Note

- If [Reduce to fit A4]/[Reduce to fit Letter] does not appear, select the [Reduce automatically to fit A4]/[Reduce automatically to fit Letter] check box in the [Printer Configuration] dialog box.

4 Click [OK].

5 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

6 Make print settings, and then click [OK].

↓ Note

- When you do not want to reduce images from documents larger than A4/Letter, clear the [Reduce automatically to fit A4]/[Reduce automatically to fit Letter] check box in the [Printer Configuration] dialog box. For example, this is done when you want to print document images at full size even if they run off the paper.

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Rotating the Image by 180 Degrees

Follow the procedure below to print images rotated by 180 degrees. Use this function if paper loaded in the paper tray has a distinct top and bottom and printing with the paper in that orientation would otherwise make the image upside-down.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** Click the [Page Settings] tab.
- 3** Select the [Rotate by 180 degrees] check box.
- 4** Make the necessary settings, and then click [OK].
The printer properties dialog box closes.
- 5** Make print settings, and then click [OK].

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Printing on Registered Custom Size Paper

Follow the procedure below to print on registered custom size paper.

Register the size of the custom size paper loaded in the paper tray in the [Printer Configuration] dialog box.

1 Open the [Page Setup] dialog box from the application.

The [Page Setup] dialog box is usually opened by clicking [Page Setup...] on the [File] menu, but the method to open it may differ in some applications. Open the dialog box according to the application being used.

2 Open the printer properties dialog box from the [Page Setup] dialog box.

3 Click the [Page Settings] tab.

4 In the [Original size:] list, select a custom paper size.

Select from the sizes already registered.

5 Click [Portrait] or [Landscape].

Select the orientation that matches the document orientation and feeding direction.

6 Click the [Setup] tab.

7 Check that the tray with the paper you want to print on is selected in the [Paper source tray:] list.

8 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

9 Check that the orientation selected in the [Setup] dialog box of the application is the same as that selected in step **5 .**

If it is not, make the correct setting.

10 Close the [Page Setup] dialog box of the application.

11 Create a file in the application.

12 In the printer properties dialog box, make the print settings for the printer selected in step **2 , and then click [OK].**

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Printing on Unregistered Custom Size Paper

Follow the procedure below to print on unregistered custom size paper.

1 Open the [Page Setup] dialog box from the application.

The [Page Setup] dialog box is usually opened by clicking [Page Setup...] on the [File] menu, but the method to open it may differ in some applications. Open the dialog box according to the application being used.

2 Open the printer properties dialog box from the [Page Setup] dialog box.

3 Click the [Page Settings] tab.

4 In the [Original size:] list, click [Custom paper size...].

The [Custom Paper Size] dialog box appears.

5 In the [Long edge:] and [Short edge:] boxes, enter values.



- To change the measurement unit, click [Measurement Unit...].

6 In the [Paper source tray:] list, select a paper tray.

7 In the [Paper Position in Tray] area, select a paper orientation.

8 Click [OK].



- To register the paper size as a custom paper size, click [Open [Custom Paper Sizes]...].

9 Click the [Setup] tab.

10 Check that the tray with the paper you want to print on is selected in the [Paper source tray:] list.

11 Click the [Page Settings] tab.

12 Click [Portrait] or [Landscape].

Select the orientation that matches the document orientation and feeding direction.

13 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

14 Check that the orientation selected in the [Page Setup] dialog box of the application is the same as that selected in step 5.

If it is not, make the correct setting.

15 Close the [Page Setup] dialog box of the application.

16 Create a file in the application.

17 In the printer properties dialog box, make the print settings for the printer selected in step **2** , and then click [OK].

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Printing on Both Sides of Paper

Follow the procedure below to print on both sides of paper. The installation of the duplex unit (optional) is required.

↓ Note

- If the page size varies within a document, a page break will occur before the page where the size changes.
- When printing solid color using a lot of ink, we recommend that you use one-sided printing.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Duplex/Booklet] check box.

↓ Note

- If you select the [Create margin] check box when printing on plain paper, the machine automatically reduces the size of the page images and centers them on the paper.

4 Click the icon representing the binding method you want to use.

↓ Note

- The icons are displayed in either landscape or portrait depending on the document orientation.

5 Select the [Header/Footer/Adjust image position/Binding margins] check box to create a binding margin.

Click [Details...] to specify a margin in the [Binding Margins for Duplex Printing] area.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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- [Printing with a Layout Suitable for Making Booklets](#) 
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Printing Multiple Document Pages per Sheet (Layout)

Follow the procedure below to print multiple document pages per sheet.

↓ Note

- When using Layout, a suitable reduction or enlargement ratio is selected automatically based on the paper size and the number of pages you want to fit on each sheet.
- If the page orientation varies within a document, a page break will occur before a page where the orientation changes.
- If an equivalent function is available from your application, do not use it. Use the function that can be set in the printer properties.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Layout/Poster] check box, and then select the number of document pages you want to fit on each sheet in the list.

↓ Note

- Do not click [Poster] since it is a different function.

4 Click the icon that matches the page flow you want to use.

↓ Note

- The icons show the available page flows for the number of pages selected.
- The icons are displayed in either landscape or portrait depending on the document orientation.

5 Select the [Draw border] check box to print borders.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Splitting the Document Image across Multiple Sheets (Poster)

Follow the procedure below to print a single document page over multiple sheets to make a poster size print.

↓ Note

- The enlargement ratio used is based on the specified paper size and the number of sheets you want to split the image over.
- Prints are made with a 15 mm (0.6 inches) overlap margin. When pasting sheets together, overlap them to hide this margin.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Layout/Poster] check box, and then click [Poster] in the list.

4 Click the icon representing the number of sheets you want to split the image over.

↓ Note

- The icons are displayed in either landscape or portrait depending on the document orientation.

5 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

6 Make print settings, and then click [OK].

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Printing from the Last Page

Follow the procedure below to start printing from the last page of a document. Use this function when prints come out face up in the output tray. This allows a printed document to be assembled in page order.

Note

- If an equivalent function is available from your application, do not use it. Use the function that can be set in the printer properties.

- 1** Open the file you want to print from the application, and then open the printer properties dialog box.
- 2** Click the [Page Settings] tab.
- 3** Select the [Reverse order printing] check box.
- 4** Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

- 5** Make print settings, and then click [OK].

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Creating a Binding Margin

Follow the procedure below to print with a binding margin. If you create a binding margin, it is offset from the document margin set from the application.

↓ Note

- Since the margin opposite the binding margin will be shifted toward the paper edge, be sure to make this margin wide enough when making the document.
- If a binding margin is set in an application, do not make this setting in the printer properties. This would result in a binding margin twice as wide as expected.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Header/Footer/Adjust image position/Binding margins] check box.

4 Click [Details...].

The [Header/Footer/Adjust Image Position/Binding Margins] dialog box appears.

5 In the [Adjust Image Position] area, select the direction in which you want to shift the print area in the [Direction:] list.

↓ Note

- Margins (top, bottom, left, right) change according to the selected direction.

6 Enter a binding margin width, and then click [OK].

↓ Note

- To change the measurement unit, click [Measurement Unit...].

7 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

8 Make print settings, and then click [OK].

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Printing Documents with a Header and Footer

Follow the procedure below to print documents with character strings in the top and bottom margins.

↓ Note

- Besides date, page number, and file name, text of up to 32 characters can be inserted into these areas.
- If you print a document using the Reduce/Enlarge function, the header and footer will also be reduced or enlarged.
- A header and footer will be printed on every page. For example, if you print several document pages on a sheet of paper (Layout), a header and footer will appear for every page.
- If a header and footer are set in an application, do not make this setting in the printer properties.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Header/Footer/Adjust image position/Binding margins] check box.

4 Click [Details...].

The [Header/Footer/Adjust Image Position/Binding Margins] dialog box appears.

5 In the [Header/Footer] area, make the necessary settings, and then click [OK].

↓ Note

- If the same position is selected for the date and time, page number, or text, the printing order is as follows: date and time, text, page number.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Printing with a Layout Suitable for Making Booklets

Follow the procedure below to print on both sides of paper using a layout suitable for making booklets. The installation of the duplex unit (optional) is required.

↓ Note

- There are two kinds of booklet layout: [Booklet 1] and [Booklet 2]. With [Booklet 1], each sheet is folded in half separately, then the folded sheets are stacked and bound. With [Booklet 2], the whole stack is folded in half in a similar way to a magazine.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Duplex/Booklet] check box.

4 Click the icon representing the booklet format you want to use.

↓ Note

- The icons are displayed in either landscape or portrait depending on the document orientation.

5 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

6 Make print settings, and then click [OK].

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Printing Images or Text Superimposed on Prints

Follow the procedure below to print an image or text superimposed on prints. The image or text is referred to as a watermark.

↓ Note

- A watermark made up of a bitmap file (extension .bmp) is referred to as an image watermark. A watermark made up of text data is referred to as a text watermark. You cannot use both together.
- Various predefined watermarks are provided. You can also create your own watermarks.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Watermarks/Overlay] check box, and then select a watermark in the list.

↓ Note

- To edit the watermark, click [Edit...].
- To create a new watermark, click [Add Bitmap...] or [Add Text...].

4 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

5 Make print settings, and then click [OK].

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[Creating a New Watermark](#) 

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Creating a New Watermark

Follow the procedure below to create a new watermark.

Note

- There are two kinds of watermarks: image watermarks made up of a bitmap file (extension .bmp) and text watermarks made up of text data.

- 1** Open the printer properties dialog box.
- 2** Click the [Edit] tab.
- 3** Select the [Watermarks/Overlay] check box.
- 4** Click [Add Bitmap...] to create an image watermark, or click [Add Text...] to create a text watermark.
- 5** Make the necessary settings in the [Add Bitmap Watermark] or [Add Text Watermark] dialog box, and then click [OK].

The watermark is registered and added to the list.

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Printing Documents with an Overlay Image Superimposed (Overlay)

Follow the procedure below to print a document with an overlay image superimposed.

↓ Note

- Before printing using the Overlay function, an overlay image file and overlay set must be created.
- A superimposing image will be aligned with the document page at the upper left corner. If the document to be printed and superimposing image differ in size and orientation, the superimposing image may be cut or run off.
- Depending on the application, you may not get the expected result.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 Click the [Edit] tab.

3 Select the [Watermarks/Overlay] check box, and then select an overlay set in the list.

↓ Note

- To edit the overlay set, click [Edit...].
- To create a new overlay set, click [Add Overlay....].

4 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

5 Make print settings, and then click [OK].



Overlay image file:

Data saved in a format allowing it to be used as a superimposing image.



Overlay set:

An overlay image file and setting details (such as how and which page an overlay image is superimposed on) are combined, named, and registered as a set. Each set registered is called an overlay set.

When printing, select an overlay set.

Reference

- [Opening from an Application](#)

Related topics

[Creating a New Overlay Image File](#) 

[Deleting an Overlay Image File](#) 

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Creating a New Overlay Image File

Follow the procedure below to create an overlay image file.

↓ Note

- You can create an overlay image file with any application.
- When an overlay image file is created using a multiple-page document, only the first page will be saved as an overlay image.

1 Open the file with which you want to create an overlay image file, and then open the printer properties dialog box.

2 On the [Setup] tab, click [Save as Overlay Data...] in the [Job type:] list.

The [Job Type Details] dialog box appears.

3 In the [File name:] box, enter a file name.

↓ Note

- Enter a name using up to 32 characters.
- Under Windows 95/98/Me, enter a name using up to eight characters.

4 Click [OK].

5 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

↓ Note

- When creating an overlay image file (when [Save as Overlay Data...] is selected in the [Job type:] list), only print quality settings are available.

6 Click [OK] in the [Print] dialog box.

The overlay image file is created.

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Deleting an Overlay Image File

Follow the procedure below to delete an overlay image file.

- 1** Open the printer properties dialog box.
- 2** On the [Setup] tab, click [Save as Overlay Data...] in the [Job type:] list.
- 3** Select the overlay image file you want to delete.
- 4** Click [Delete...].
A confirmation message appears.
- 5** Click [OK].
The overlay image file is deleted.

Note

- You can also delete overlay image files (extension .rpo) using Windows Explorer.

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Creating a New Overlay Set

Follow the procedure below to combine an overlay image file and setting details (such as how and which page an overlay image is superimposed on), name it, and register it as a set. Each set registered is called an overlay set.

Note

- For printing the same overlay image with different setting details, set different combinations of setting details for the same overlay image file, and then register each set as a different overlay set.

- 1** Open the printer properties dialog box.
 - 2** Click the [Edit] tab.
 - 3** Select the [Watermarks/Overlay] check box.
 - 4** Click [Add Overlay....].
 - 5** In the [Add Overlay] dialog box, make the necessary settings, and then click [OK].
- The overlay set is registered and added to the list.

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Custom Settings

In [Custom Settings:], frequently used printer properties settings can be registered as a custom setting.

Since custom settings can be saved in a file and recalled from that file, multiple users can share that file to print with the same printer properties settings.

Related topics

[Printing](#) [Registering](#) [Changing the Name](#) [Deleting](#) [Updating Custom Settings According to the Current Printer Configuration](#) [Changing the Custom Settings Display Order](#) [Saving a Registered Custom Setting in a File](#) [Registering a Custom Setting Using a Custom Setting File](#) [▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Printing

Follow the procedure below to print with the registered custom settings.

The printer configuration settings must be made beforehand.

1 Open the file you want to print from the application, and then open the printer properties dialog box.

2 On the [Setup] tab, select a setting in the [Custom Settings:] list.

Click [No setting] to print with the standard settings.

3 On the [Page Settings] tab, check that the document orientation and size are the same as those selected in the application.

↓ Note

- Usually the settings made in the application are reflected here; however, it depends on the application used. If they are not reflected, make the correct settings.

4 To print multiple sets, enter the number of sets in the [Copies] box.

5 On the [Setup] tab, click [Normal Print] in the [Job type:] list.

↓ Note

- A paper tray and paper type are included in a registered custom setting. If you want to print on paper that is different from the one in the selected custom setting, you can select the paper tray and paper type you want to use on the [Setup] tab.

6 Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

7 Make print settings, and then click [OK].

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Registering

Follow the procedure below to register a new custom setting.

↓ Note

- Up to 16 custom settings can be registered.

- 1 **Open the printer properties dialog box.**
- 2 **Click the [Setup], [Page Settings], or [Edit] tab.**
- 3 **In the [Custom Settings:] list, select the custom setting on which you want to base the new custom setting.**

↓ Note

- To base the new setting on the default settings, click [No setting].
- When creating a new custom setting based on an existing custom setting, select the custom setting from which you can make the new setting with the least changes.

- 4 **Make the settings on the [Setup], [Page Settings], and [Edit] tabs.**

! Limitation

- Settings not included in a custom setting are as follows: [Job type:] on the [Setup] tab, [Original orientation:], [Original size:], [Printout paper size:], and [Copies] on the [Page Settings] tab, and all settings in the [Printer Configuration] dialog box.

- 5 **Click [Save...].**

The [Save New Custom Setting] dialog box appears.

- 6 **In the [Custom Setting name:] box, enter a custom setting name.**

↓ Note

- Up to 36 characters can be entered.

- 7 **Click [OK].**

The custom setting is registered and added to the list.

- 8 **Click [OK].**

The printer properties dialog box closes.

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Changing the Name

Follow the procedure below to change a name of a registered custom setting.

1 Open the printer properties dialog box.

2 Click the [Setup], [Page Settings], or [Edit] tab.

3 Click [Manage...].

The [Manage Custom Settings] dialog box appears.

4 Select the custom setting whose name you want to change.

↓ Note

- [No setting] cannot be changed.

5 In the [Custom Setting name:] box, enter a new name.

↓ Note

- Up to 36 characters can be entered.

6 Click [Close].

The custom setting name is changed.

7 Click [OK].

The printer properties dialog box closes.

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Deleting

Follow the procedure below to delete a registered custom setting.

↓ Note

- If you delete the custom settings that were registered automatically during installation of the printer driver, they will reappear when the custom settings display is updated.

- 1 Open the printer properties dialog box.**
- 2 Click the [Setup], [Page Settings], or [Edit] tab.**
- 3 Click [Manage...].**
The [Manage Custom Settings] dialog box appears.
- 4 Select the custom setting you want to delete.**

↓ Note

- [No setting] cannot be deleted.

- 5 Click [Delete Custom Setting].**

A confirmation message appears.

- 6 Click [OK].**

- 7 Click [Close].**

- 8 Click [OK].**

The printer properties dialog box closes.

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Updating Custom Settings According to the Current Printer Configuration

There are two kinds of custom settings displayed in the printer properties dialog box: those registered automatically during installation of the printer driver and custom settings added later by the user. Since these custom settings are not deleted automatically, depending on the installed options, some custom settings that cannot be used to print may remain.

To keep only custom settings that can be used with the options installed, follow the procedure below to update custom settings after you install or uninstall options. The following is how each kind of custom settings will be updated:

- Custom settings registered automatically during printer driver installation
Custom settings that can still be used remain registered. Custom settings that cannot be used are deleted.
- Custom settings registered by user
Custom settings that cannot be used are deleted. Deleted custom settings cannot be recovered.

Note

- If bidirectional communication is not working, you must configure installed options in the [Printer Configuration] dialog box before performing this procedure.

1 Open the printer properties dialog box.

2 Click the [Setup], [Page Settings], or [Edit] tab.

3 Click [Manage...].

The [Manage Custom Settings] dialog box appears.

4 Click [Refresh Printer Information].

Note

- If bidirectional communication is working, printer configuration settings in the [Accessories] area and custom settings in the [Custom Settings:] list are updated.
- If bidirectional communication is not working, custom settings in the [Custom Settings:] list are updated according to the current printer configuration settings in the [Accessories] area.

5 Click [Close].

6 Click [OK].

The printer properties dialog box closes.

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- [Checking Whether Bidirectional Communication is Working or Not](#) 
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Changing the Custom Settings Display Order

Follow the procedure below to change the display order in the [Custom Settings:] list. For optimal ease-of-use, change the order according to the setting type and how often you use them.

- 1** Open the printer properties dialog box.
- 2** Click the [Setup], [Page Settings], or [Edit] tab.
- 3** Click [Manage...].

The [Manage Custom Settings] dialog box appears.

- 4** Select the custom setting you want to move.

↓ Note

- [No setting] cannot be moved.

- 5** Click [Move Up] or [Move Down].
- 6** Click [Close].
- 7** Click [OK].

The printer properties dialog box closes.

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Saving a Registered Custom Setting in a File

Follow the procedure below to save a registered custom setting in a custom setting file.

Limitation

- Under Windows 2000/XP, Windows Server 2003, or Windows NT 4.0, this function is unavailable.

1 Open the printer properties dialog box.

2 Click the [Setup], [Page Settings], or [Edit] tab.

3 Click [Manage...].

The [Manage Custom Settings] dialog box appears.

4 Select the custom setting you want to save.

5 Click [Save Custom Setting...].

The [Save Custom Setting] dialog box appears.

6 In the [File name:] box, enter a file name.

 Note

- Up to eight characters can be entered.
- The extension is .rst.

7 Click [OK].

The [Save Custom Setting] dialog box closes. The custom setting is saved in a custom setting file.

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Registering a Custom Setting Using a Custom Setting File

Follow the procedure below to register a custom setting from a custom setting file. This file would be provided by an administrator, for example.

Note

- The custom settings file name can be up to eight characters.

1 Open the printer properties dialog box.

2 Click the [Setup], [Page Settings], or [Edit] tab.

3 Click [Manage...].

The [Manage Custom Settings] dialog box appears.

4 Click [Load Custom Setting].

The [Load Custom Setting...] dialog box appears.

5 Select the file containing the custom setting you want to register.

6 Click [OK].

The custom setting is imported and registered.

7 Click [Close].

8 Click [OK].

The printer properties dialog box closes.

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Opening the Printer Properties Dialog Box

The printer properties dialog box can be opened from an application or from the [Start] menu of Windows. Depending on how you open it, the available tabs vary.

Related topics

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Opening from the Start Menu

All printer properties settings can be changed if the printer properties dialog box is opened from the [Printers] folder (Windows XP, Windows Server 2003: the [Printers and Faxes] folder).



- The printer properties settings made here are displayed as the default when the printer properties dialog box is opened from an application.

Related topics

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For Windows 95/98/Me

Follow the procedure below to open the printer properties dialog box from the [Start] menu.

- 1** On the [Start] menu, point to [Settings], and then click [Printers].
- 2** Click the icon of the printer, and then click [Properties] on the [File] menu.

The printer properties dialog box appears.

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For Windows 2000, Windows NT 4.0

Follow the procedure below to open the printer properties dialog box (Windows NT 4.0: the [Default] dialog box) from the [Start] menu.

1 On the [Start] menu, point to [Settings], and then click [Printers].



- Under Windows Server 2003, click [Printers and Faxes].

2 Click the icon of the printer, and then click [Printing Preferences...] on the [File] menu.



- Under Windows NT 4.0, click [Document Defaults...] on the [File] menu.



- To open the Windows printer properties, click [Properties] on the [File] menu.

The printer properties dialog box (Windows NT 4.0: the [Default] dialog box) appears.

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For Windows XP, Windows Server 2003

Follow the procedure below to open the printer properties dialog box from the [Start] menu.

Windows XP Home Edition

- 1** On the [Start] menu, click [Control Panel].
- 2** Click [Printers and Other Hardware].
- 3** Click [Printers and Faxes].
- 4** Click the icon of the printer, and then click [Printing Preferences...] on the [File] menu.

↓ Note

- To open the Windows printer properties, click [Properties] on the [File] menu.

The printer properties dialog box appears.

Windows XP Professional

- 1** On the [Start] menu, click [Printers and Faxes].
- 2** Click the icon of the printer, and then click [Printing Preferences...] on the [File] menu.

↓ Note

- To open the Windows printer properties, click [Properties] on the [File] menu.

The printer properties dialog box appears.

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Opening from an Application

Follow the procedure below to open the printer properties dialog box from an application. The default properties settings are displayed when opened from an application. Change the settings as necessary.

Note

- Changes made here are only applicable with that application and only as long as that application stays open.
- Some applications may automatically change the printer properties settings.
- The procedure below is an example for Paint (included in the standard Windows package).
- How to open the printer properties dialog box differs depending on the application. From most applications, the printer properties dialog box can be opened by clicking [Print...] or [Page Setup...] on the [File] menu, and then clicking [Properties] (Windows 2000/XP, Windows Server 2003: [Preferences]). For details, see Help of the application.

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

2 In the [Name] list, select the name of this printer, and then click [Properties] (Windows 2000/XP, Windows Server 2003: [Preferences]).

The printer properties dialog box (Windows 2000/XP, Windows Server 2003: the [Printing Preferences] dialog box) appears.

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Displaying the Printer Status

Using the Printer Status monitor, printer conditions such as the print jobs or remaining ink can be checked from the computer. Also, when errors occur, the status of the printer and the solution to the problem can be checked quickly.

Related topics

[Opening the Printer Status Monitor](#) [▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Opening the Printer Status Monitor

The Printer Status monitor automatically opens when printing starts. It can also be opened when not printing. Follow the procedure below to open the Printer Status monitor.

1 Open the printer properties dialog box.

2 Click the [Maintenance] tab.

3 Click [Printer Status].

The Printer Status monitor dialog box appears.

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Printer Properties Settings

Make various print settings in the printer properties dialog box.

Related topics

[Using Help](#) [Checking Whether Bidirectional Communication is Working or Not](#) [▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Using Help

For information about setting items and how to make settings, see Help.

Two types of the printer driver Help are available: context Help and content Help.

Related topics

[Displaying an Explanation for Each Setting Item \(Context Help\)](#) 

[Displaying Help in a Help Window \(Content Help\)](#) 

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Displaying an Explanation for Each Setting Item (Context Help)

Follow the procedure below to display Help for each setting item.

- 1 Click the [?] button found at the upper right of each dialog box.**

A question mark appears beside the pointer.

- 2 Move the pointer over the setting item for which you want to read Help.**



- You can also display Help for the setting item by right-clicking the setting item, and then clicking [Help] on the shortcut menu that appears.

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Displaying Help in a Help Window (Content Help)

Follow the procedure below to display Help.

- 1** Click [Help] found at the lower right in each dialog box.
Help for the open dialog box appears.
- 2** To display the contents, click [Help Topics].
- 3** In the [Help Topic] dialog box, select a topic.
- 4** Click [Display].

↓ Note

- To print the currently displayed Help topic, click [Print] at the top.
- To print from the [Help Topics] dialog box, select a topic, and then click [Print].
- In the [Help Topics] dialog box, selecting a book and printing it will print all topics in that book.

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Checking Whether Bidirectional Communication is Working or Not

Follow the procedure below to check if bidirectional communication is working by obtaining the printer version information.

1 Open the printer properties dialog box.

2 Click the [Maintenance] tab.

3 Click [About].

The [About] dialog box appears.

4 Check that the printer version is displayed.

When bidirectional communication is working, the printer version is displayed.

5 Click [OK].

 Note

- The printer version appears under [System Version:].

Requirements for Bidirectional Communication

If bidirectional communication is working between the printer and computer, information about the paper loaded in the printer is sent to the computer and is applied automatically to the printer properties settings. In addition to that, the printer status can be checked from the computer.

- The computer must support bidirectional communication.
- The bidirectional communication settings must be enabled in the printer properties.
- The printer and computer must be connected using a USB cable.

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Maintaining the Printer Using Utilities

If you repeatedly print, the inside of the printer will get dirty and print quality may degrade. Perform printer maintenance from the [Maintenance] tab in the printer properties dialog box.

Related topics

[Nozzle Check](#) [Clean Print-heads \(Normal\)](#) [Clean Print-heads \(Full\)](#) [Adjust Print-head Positions](#) [Registration](#) [Adjust Paper Feed](#) [Restore Defaults/Other Settings](#) [▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Nozzle Check

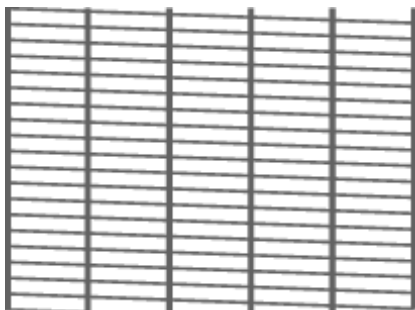
Follow the procedure below to check whether the print-head nozzles are clogged up or not by printing a nozzle check test pattern.

Note

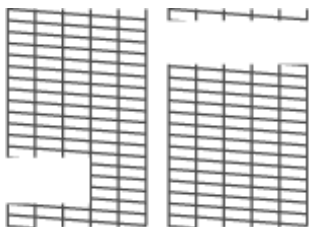
- To check the printed test pattern, proceed to step **7**.

- Open the printer properties dialog box.
- Click the [Maintenance] tab.
- Click [Nozzle Check].
- Click [Next >].
- Check that A4/Letter size paper is loaded in the paper tray.
- Click [Next >].
- Check the printed test pattern.

Normal



When print-heads are clogged



- Click [Finish].

Note

- If the printed test pattern is not clear, select the [Clean print-heads (normal)] check box, and then click [Next >].

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- [Opening from an Application](#) 
- [Clean Print-heads \(Normal\)](#) 

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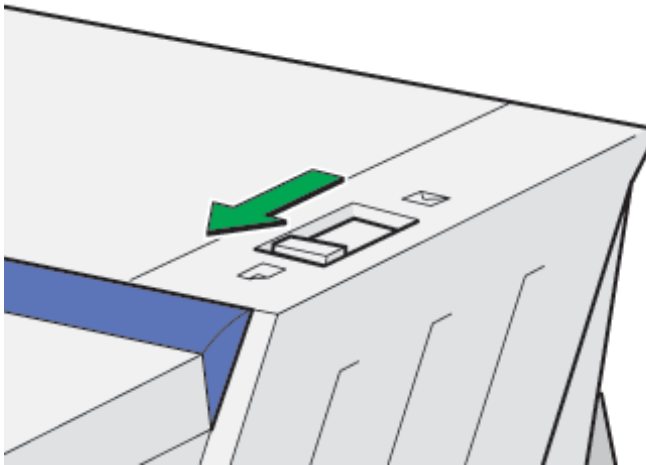
Clean Print-heads (Normal)

Follow the procedure below to perform a normal print-head cleaning. Perform a head cleaning when a particular color cannot be printed or print images are blurred. Head cleaning consumes ink.

Note

- When the Print cartridge is empty, replace it instead of performing a print-head cleaning. After a Print cartridge is replaced, a print-head cleaning will be automatically performed.

- Slide the envelope selector  to the forward position.



- Open the printer properties dialog box.
- Click the [Maintenance] tab.
- Click [Clean Print-heads (Normal)].
- In the [Select print-head(s)] area, select a color.
- Click [Next >].
- Click [Next >].

Note

- Do not perform another operation before cleaning is complete.

- Click [Finish].

Note

- To check the condition of print-heads after cleaning, select the [Print nozzle check test pattern] check box, and then click [Next >].

Nozzle check starts.

- If the condition of the print-heads is not satisfactory, perform head cleaning again. However, the heads may remain clogged and the printer may not print properly even if you clean the heads multiple times. If this happens, perform a full print head cleaning. If there is still no improvement, turn the printer off, and then leave it overnight or longer. This may solve the problem.

Reference

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- [Clean Print-heads \(Full\)](#) 

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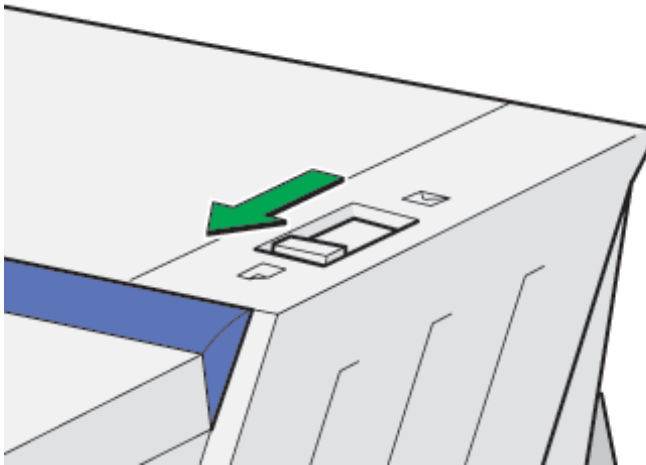
Clean Print-heads (Full)

Follow the procedure below to perform a thorough print-head cleaning. Since this consumes more ink than a normal head cleaning does, perform this when the problem persists after performing a normal head cleaning.

Note

- When the Print cartridge is empty, replace it instead of performing a print-head cleaning. After a Print cartridge is replaced, a print-head cleaning will be automatically performed.

- Slide the envelope selector  to the forward position.



- Open the printer properties dialog box.
- Click the [Maintenance] tab.
- Click [Clean Print-heads (Full)].
- In the [Select print-head(s)] area, select a color.
- Click [Next >].
- Select the [Clean print-heads (full)] check box.
- Click [Next >].

Head cleaning starts.

Note

- Do not perform another operation before cleaning is complete.

- Click [Finish].



- To check the condition of print-heads after cleaning, select the [Print nozzle check test pattern] check box, and then click [Next >]. The nozzle check starts.



- A full print-head cleaning consumes a lot of ink. Perform it only when necessary.
- A full print-head cleaning may deplete the ink before the Print cartridge is expected to need to be changed.



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Adjust Print-head Positions

Follow the procedure below to print a test pattern and adjust the print-head positions if vertical lines are printed unaligned or printed colors look blurred.

↓ Note

- To check the printed test pattern, proceed to step **8**.
- When the envelope selector is not at the correct position, the colors may be printed unaligned.

- 1** Open the printer properties dialog box.
- 2** Click the [Maintenance] tab.
- 3** Click [Adjust Print-head Positions].
- 4** In the [Select a test pattern:] list, select a test pattern.

↓ Note

- Select a resolution. To adjust print-head positions for all resolutions, repeat this procedure selecting the other resolution.

[High speed/ Standard (speed priority)] is selected here as an example.

- 5** Click [Next >].
- 6** Check that A4/Letter size paper is loaded in the paper tray.
- 7** Click [Next >].

A test pattern to adjust print-head positions is printed.

↓ Note

- Do not perform other operations during printing.
- The "High quality" test pattern differs from the "Standard" test pattern.

- 8** Check the optimal adjustment values on the printed test pattern.

↓ Note

- The optimal adjustment value is the column number that appears above the lightest gray square with straight vertical lines on both sides.
When the column number is "+2" for the "A" line, the optimal adjustment value is "+2" for "A".



9 Enter the optimal adjustment values.

10 Click [Finish].

↓ Note

- Repeat steps **4** to **10** to print the "High quality" or "Standard" test pattern and enter the optimal adjustment values.

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Registration

Follow the procedure below to adjust where to start printing on paper loaded in each paper tray after checking the test pattern printed.

↓ Note

- To check the printed test pattern, proceed to step **8**.

- 1** Open the printer properties dialog box.
- 2** Click the [Maintenance] tab.
- 3** Click [Registration].
- 4** In the [Unit type:] list, select a paper tray. In the [Paper type:] list, select a paper type.
- 5** Click [Next >].
- 6** Check that A4/Letter size paper is loaded in the paper tray.
- 7** Click [Next >].

A test pattern to adjust the print start position is printed.

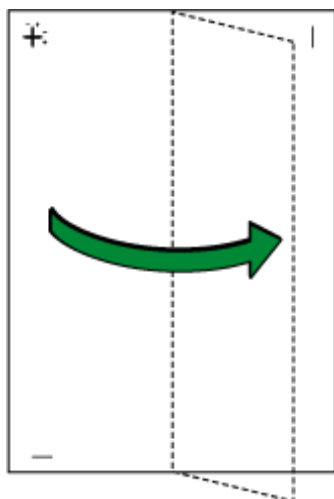
↓ Note

- Do not perform other operations during printing.

- 8** Check the optimal adjustment values on the printed test pattern.

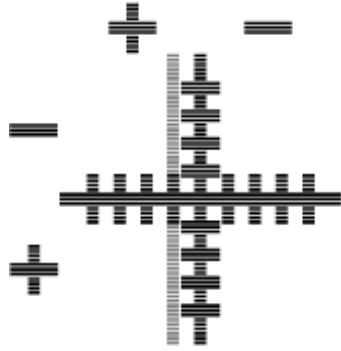
↓ Note

- Fold the test pattern sheet in half lengthwise.



- The optimal adjustment value is the difference between the single vertical line and the cross's vertical line that you can see when the

folded paper is held up to light. When the difference is one calibration mark in the "+" direction, the optimal adjustment value for the [Printing direction:] is "+1.0".



- Fold the test pattern sheet in half widthwise, and then check the adjustment value for the [Paper feed direction:].
- Adjustment values are in 0.1 increments.

9 In the [Printing direction:] and [Paper feed direction:] boxes, enter the adjustment values (-4.0 to +4.0) from step **8** .

10 Click [Finish].



- If a test pattern does not print or the image is not clear, select the [Print a test pattern and return to this screen] check box, and then click [Next >]. A registration test pattern is printed and the dialog box displayed in step **9** .

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Adjust Paper Feed

If horizontal lines are printed unaligned or print images are patchy, print a test pattern, and then adjust the paper feed setting.

Note

- To check the printed test pattern, proceed to step **7**.

- 1** Open the printer properties dialog box.
- 2** Click the [Maintenance] tab.
- 3** Click [Adjust Paper Feed].
- 4** Click [Next >].
- 5** Check that A4/Letter size paper is loaded in the paper tray.
- 6** Click [Next >].

A test pattern to adjust paper feed is printed.

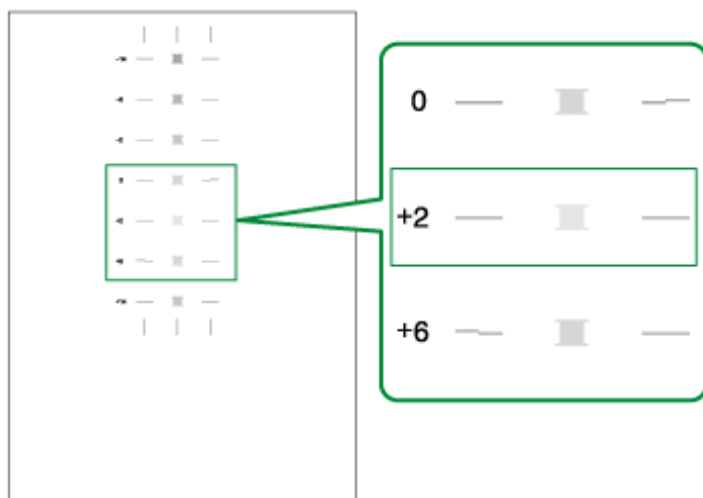
Note

- Do not perform other operations during printing.

- 7** Check the optimal adjustment values on the printed test pattern.

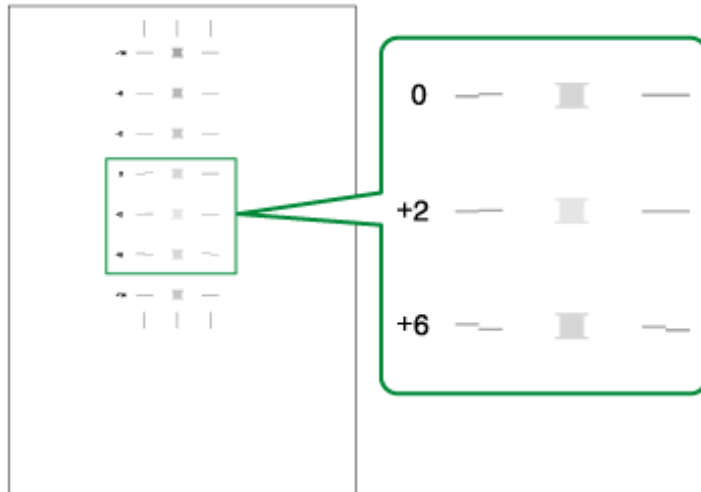
Note

- The optimal adjustment value is the number that appears on the left of the lightest gray square with straight horizontal lines on both sides. When this number is "+2", the optimal adjustment value is "+2".



- When horizontal lines beside the lightest gray square are broken, select the optimal adjustment value by referring to the lines broken in

the opposite direction. When the "+2" square is the lightest gray square and the "+6" horizontal lines are broken in the opposite direction, the optimal adjustment value is between "+3" and "+5". After adjustment, check the adjustment result.



8 In the [Paper feed value:] box, enter the adjustment value (-14 to +14) from step **7** .

9 Click [Finish].

↓ Note

- If a test pattern is not printed or the image is not clear, select the [Print a test pattern and return to this screen] check box, and then click [Next >].

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Restore Defaults/Other Settings

Follow the procedure below to restore the settings to their defaults or specify the amount of time the printer will wait for more information from the computer sending the print data before it times out (I/O timeout).

1 Open the printer properties dialog box.

2 Click the [Maintenance] tab.

3 Click [Restore Defaults/Other Settings].

The [Restore Defaults/Other Settings] dialog box appears.

Reference

- [Opening from the Start Menu](#) 
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[Restoring the Settings to Their Defaults](#) 

[Specifying an I/O Timeout](#) 

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Restoring the Settings to Their Defaults

Follow the procedure below to restore the settings for [Adjust Print-head Positions], [Registration], [Adjust Paper Feed], and [I/O Timeout:] to their defaults.

- 1** Open the printer properties dialog box.
- 2** Click the [Maintenance] tab.
- 3** Click [Restore Defaults/Other Settings].
- 4** Click [Restore Defaults]
A confirmation message appears.
- 5** Click [OK].

Note

- The settings currently made for [Adjust Print-head Positions], [Registration], [Adjust Paper Feed], and [I/O Timeout:] will be lost. These settings cannot be restored.

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- [Opening from the Start Menu](#) 
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Specifying an I/O Timeout

Follow the procedure below to specify the amount of time the printer will wait for more information from the computer sending the print data before it times out.

1 Open the printer properties dialog box.

2 Click the [Maintenance] tab.

3 Click [Restore Defaults/Other Settings].

The [Restore Defaults/Other Settings] dialog box appears.

4 In the [Select a time period] area, select the amount of time in the [I/O Timeout:] list.

5 Click [OK].

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Checking the Current Printer Driver Version

Follow the procedure below to check the version of the printer driver currently installed.

1 Open the printer properties dialog box.

2 Click the [Maintenance] tab.

3 Click [About].

The [About] dialog box appears.

4 Check the version.

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Uninstalling the Printer Driver

Follow the procedure below to uninstall the current printer driver before installing the new version of the printer driver.

↓ Note

- The Printer Status monitor installed with the current printer driver will be uninstalled when the current printer driver is uninstalled.
- Custom settings registered are also deleted. To continue using the registered custom settings, save them as custom setting files before uninstalling.

1 On the [Start] menu, point to [Settings], and then click [Printers].

↓ Note

- Under Windows XP Professional, click [Printers and Faxes] on the [Start] menu.
- Under Windows XP Home Edition, click [Control Panel] on the [Start] menu. Click [Printers and Other Hardware], and then click [Printers and Faxes].

2 Click the icon of the printer, and then click [Delete] on the [File] menu.

3 A confirmation message appears. Click [Yes].

The printer driver is uninstalled.

📖 Reference

- [Saving a Registered Custom Setting in a File](#) 

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Loading Paper

Load paper into the paper tray.



- Load paper with the paper grain parallel to the feed direction.



- [Printing on Thick Paper](#) 

Related topics

[Loading Paper into the Paper Tray](#) 

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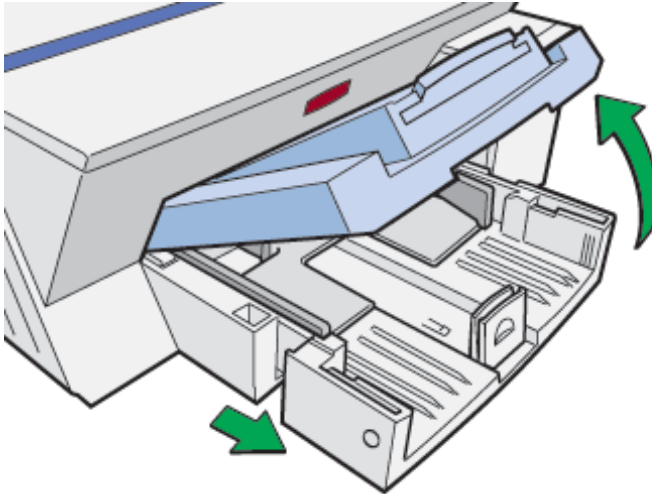
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Loading Paper into the Paper Tray

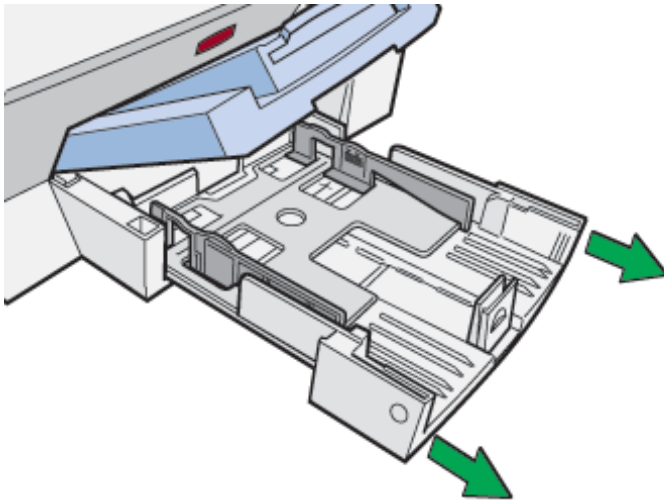
Follow the procedure below to load paper into the paper tray.

1 Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

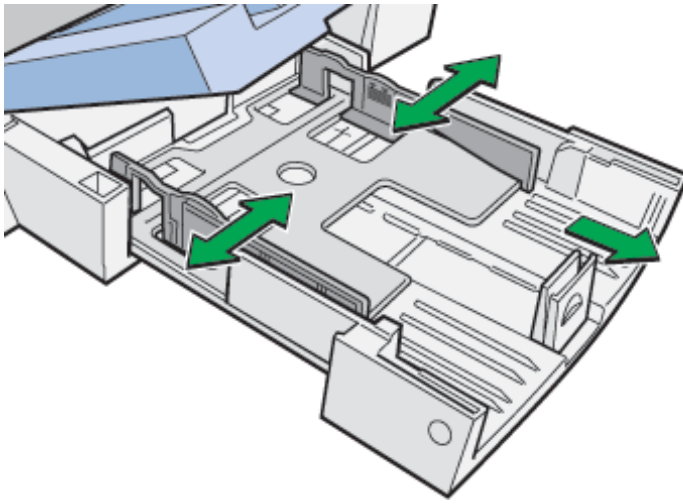
2 Hold both side of the paper tray, and pull it toward you.



↓ Note

- The paper tray cannot be detached. Do not pull it forcefully.

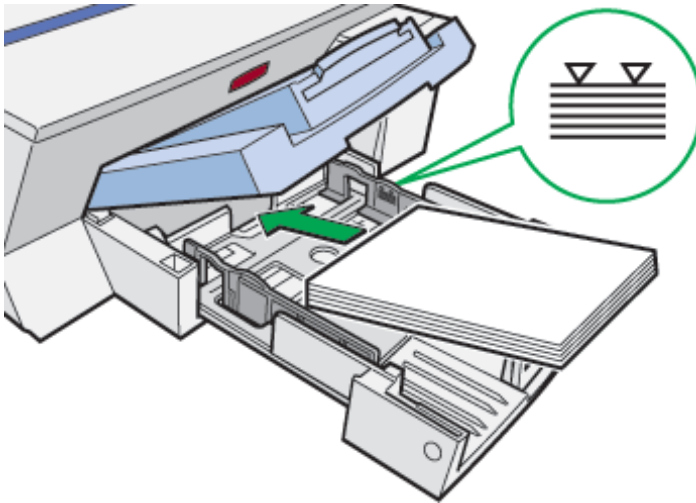
3 Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.



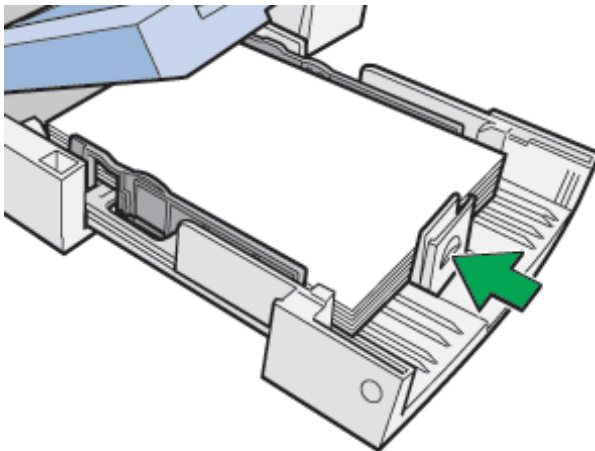
↓ Note

- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

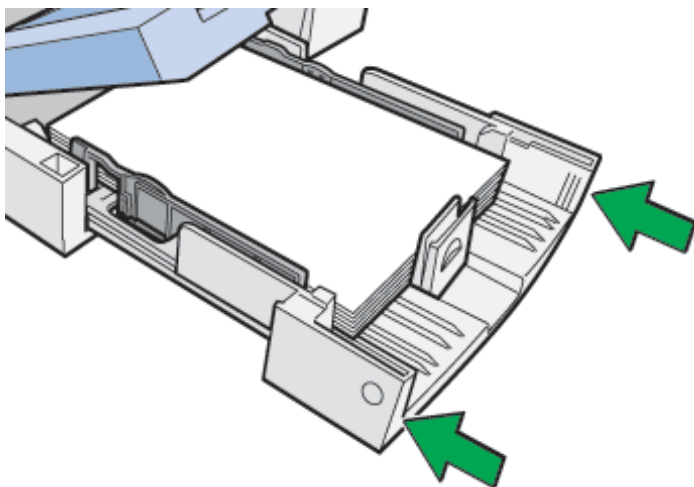
4 Load paper with the print side face down but not over the limit mark.



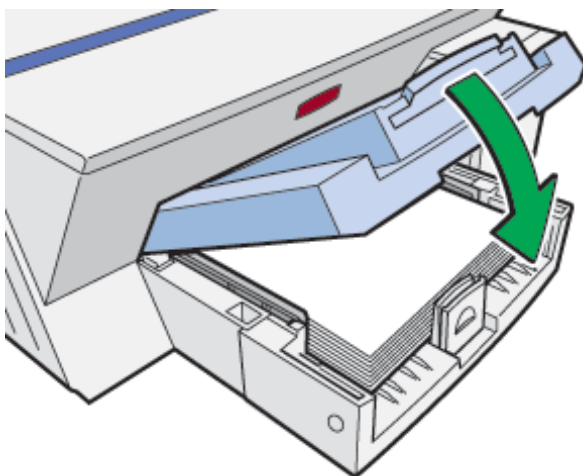
5 Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



6 Hold both sides of the paper tray, and push it gently in until it stops.



7 Lower the output tray.



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Compatible Paper

Before printing, check the paper types compatible with this printer.

Related topics

[Compatible Paper Types](#) [Compatible Paper Sizes](#) [Paper Handling Precautions](#) [Printable Area](#) [▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Compatible Paper Types

You can use various types of paper.

- Plain paper

This paper is normally used for copying and printing. Unlike inkjet plain paper or semi-gloss photo paper, it is uncoated.

- Inkjet plain paper

This extra-white plain paper makes the printed colors appear more vivid. Since it does not have an ink-absorbent coating, you can write on it and use it for photocopying, just like regular plain paper.

- Semi-gloss photo paper

Glossy photo paper with reduced reflection is a good match for the pigmented inks used by the machine. Paper for dye inks is not recommended because the machine's pigmented inks may not take properly to it or may smear or rub off. Glossy photo paper can be used in this machine provided it is compatible with pigmented inks.

- Inkjet transparency

Transparency film for equipment such as overhead projectors is designed for the pigmented inks used by the machine. Film for plain paper copiers cannot be used because it does not absorb ink. Film for dye inks is not recommended because the machine's pigmented inks may not take properly to it or may smear or rub off. Transparency film can be used in this machine provided it is compatible with pigmented inks.

- Envelopes

For details about the types of envelope that can be used, see Paper Handling Precautions. [Paper Handling Precautions](#) 

- Thick paper

For details about the types of thick paper that can be used, see Paper Handling Precautions. [Paper Handling Precautions](#) 

Note

- All types of paper besides thick paper can be loaded in the paper tray.

Reference

- [Printing on Various Paper Types](#) 

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Compatible Paper Sizes

You can use various sizes of paper.

Standard Sizes

- A4
- A5 (landscape)
- A6
- B5
- Executive (184.2 × 266.7 mm (7.3 × 10.5 inches))
- F (203.2 × 330.2 mm (8.0 × 13.0 inches))
- Foolscap (F4) (215.9 × 330.2 mm (8.5 × 13.0 inches))
- Folio (209.5 × 330.2 mm (8.3 × 13.0 inches))
- Letter
- Legal
- 5 1/2" × 8 1/2" (landscape)

Custom paper sizes

- Custom paper sizes: 148-356mm (length) × 90-216mm (width), (5.9-14.1 inches (length) × 3.6-8.5 inches (width))
- Custom paper sizes with the bypass tray: 148-1295.4mm (length) × 90-216mm (width), (5.9-51.0 inches (lengths) × 3.6-8.5 inches (width))

Envelopes

- Com10 (104.8 mm × 241.3 mm (4.2 × 9.5 inches))
- Monarch (98.4 mm × 190.5 mm (3.9 × 7.5 inches))
- C6 (114 mm × 162 mm (4.5 × 6.4 inches))
- C5 (162 mm × 229 mm (6.4 × 9.1 inches))
- DL Env (110 mm × 220 mm (4.4 × 8.7 inches))

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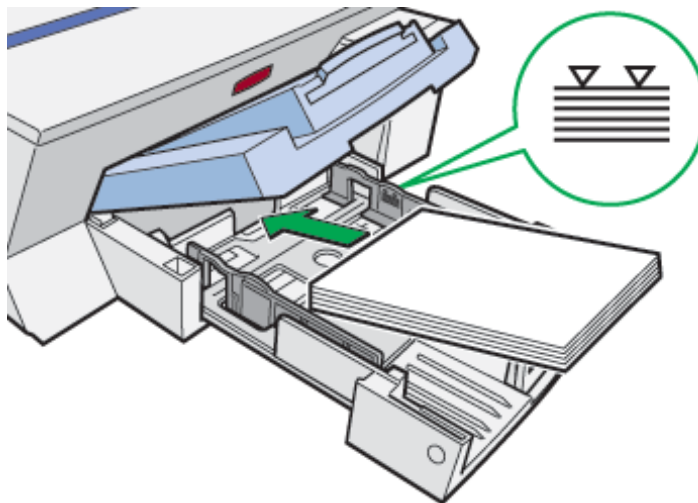
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Paper Handling Precautions

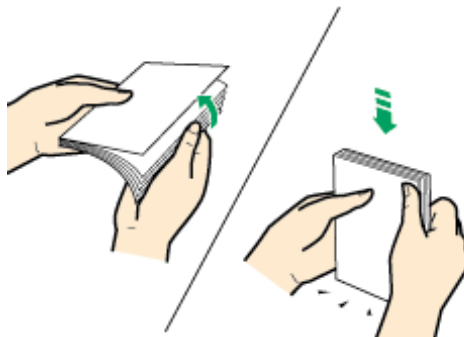
To ensure optimum print results, take care when handling paper before and after printing.

Loading precautions

- Use compatible paper.
- Load paper with the print side face down in the paper trays.
- Load paper with the paper grain parallel to the feed direction.
- Do not load paper of different types at the same time.
- Do not stack paper over the limit mark.



- Curled paper may jam. Straighten any curls before loading.

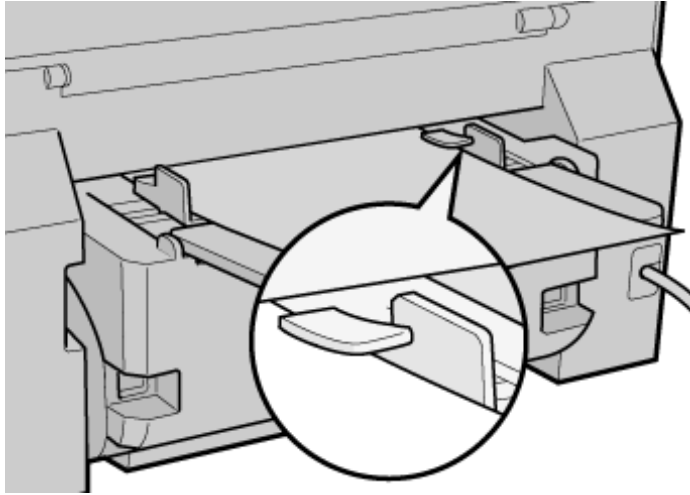


- Before loading envelopes, make sure their edges are sharply creased by rubbing the edges with a pen or similar object.



- When using the bypass tray, make sure the envelope or sheet of paper is between the top and bottom of

the bypass tray guides.



Paper storage precautions

- Do not store paper in humid places.
- Do not store paper in direct sunlight.
- Store paper flat.
- Store unused paper in the original package.

Paper type precautions

Plain paper

- Use the bypass tray to print on paper heavier than 105 g/m² (198.5 lb.).
- Depending on the type of paper, the ink may take time to dry. With duplex printing, the ink may smear or rub off. Using the printer driver, specify how long to wait for the ink to dry between printing each side of a duplex sheet. For details, see the printer driver Help. [Opening the Printer Properties Dialog Box](#) 

Inkjet plain paper

- When printing on inkjet plain paper, in the printer properties dialog box, click [Inkjet Plain Paper]. This allows printing at higher quality.
- In the printer properties dialog box, when [Inkjet Plain Paper] is selected, only one-sided printing is possible. To print on both sides of a sheet, click [Plain].
- The ink may smear depending on the type of image. If this happens, set the envelope selector to the rear position .
- Use as soon as possible after opening the package.

Semi-gloss photo paper

- The glossy side (or the pearl side) of the paper is the printing surface.
- Handle paper by the edges so as not to dirty or leave fingerprints on the print side.
- Make sure that sheets are not badly bent or scratched, and the print side is not damaged.
- Only one-sided printing is possible.
- After printing, do not touch the printed side until the ink has fully dried.
- If you want to stack prints soon after they are printed, we recommend inserting a moisture-absorbent sheet, like copy paper, between prints.
- Make sure that the output tray has no more than twenty sheets stacked on it.
- Semi-gloss photo paper is designed for photograph printing. For graphics, we recommend plain or inkjet plain paper.

- When using these sheets, see the instructions supplied with them.

Inkjet transparency

- Identify the print side by orientating the sheet vertically, so that the notched corner is at the bottom left. The side facing you is the print side.
- Load one transparency at a time. If you load more than one, the leading edges may get scratched.
- Handle sheets by the edges so as not to dirty or leave fingerprints on the print side.
- Make sure that sheets are not badly bent or scratched, and the print side is not damaged.
- Only one-sided printing is possible.
- Remove sheets from the output tray individually, as they come out.
- After printing, do not touch the printed side until the ink has fully dried.
- If you want to stack prints soon after they are printed, we recommend inserting a moisture-absorbent sheet, like copy paper, between prints.
- Ink takes time to dry. To prevent sheets from sticking together, remove them from the output tray individually, as they come out.
- If printing comes out streaked, adjust the paper feed level. See [Adjust Paper Feed](#) .
- Use at 15-25°C (59-77°F) and 30-70% humidity.
- Use as soon as possible after opening the package.
- When using these sheets, see the instructions supplied with them.

Envelopes

- Feed envelopes one by one into the bypass tray at the back of the machine.
- Squeeze the excess air from the envelopes, making them as flat as possible.
- Load them properly, because the printable area depends on the orientation. See [Printable Area](#) .

Thick paper

- Use the paper tray to load paper lighter than 105 g/m² (198.5 lb.).
- You can insert paper with weights up to 163 g/m² (308.7 lb.) into the bypass tray.
- Insert paper with the print side face up into the bypass tray.

Cautions to Observe After Printing

Depending on the paper type, the ink may take a while to dry. After printing, be careful not to touch the printed side until the ink has dried properly; otherwise, the ink may smudge.

Reference

- [Printing on Various Paper Types](#) 

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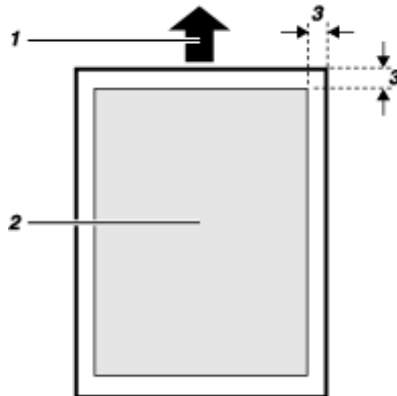
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Printable Area

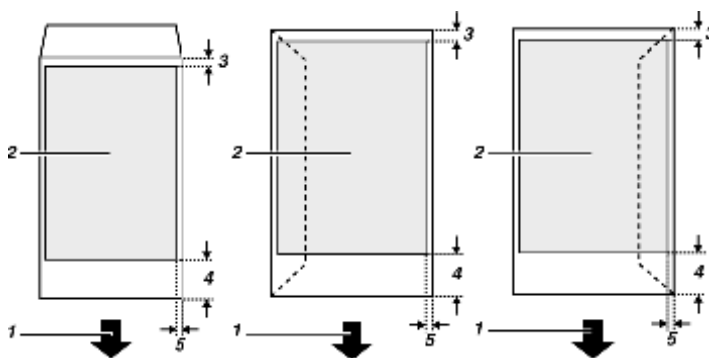
Printable and unprintable areas



1. **Feed Direction**
2. **Printable Area**
3. **3 mm (0.12 inches)**

Note

- Do not attempt to print beyond the guaranteed printable area. Paper feed precision is reduced around the printable area limits, resulting in lower print quality.
- When printing on envelopes, the following print area limitations apply.



1. **Feed Direction**
2. **Printable Area**
3. **8 mm (0.4 inches)**
4. **38 mm (1.5 inches)**
5. **5 mm (0.2 inches)**

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Non-compatible Paper

Check if the paper is compatible.

Do not use paper that is:

- wrinkled, folded, or damaged
- wavy at the ends
- curled
- absorbent
- dry and conducive to static buildup
- already printed on
- preprinted (unless specified)
- heat sensitive/non-carbon
- too thick or thin
- pre-stitched or hole-punched
- glued or tacked
- stapled or clipped together
- dark in places
- irregular in length and proportion

↓ Note

- Even if compatible paper types are used, print quality may be lower than usual or paper jams may occur if the paper was improperly stored.

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Printing Will Not Start

If printing will not start, check whether the power of the printer is on or whether the power can be turned on or not.

Related topics

[Power Cannot Be Turned On](#) [Paper Will Not Feed Even When the Power Is On](#) [Top](#) | [Previous](#) • [Next](#) |

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Power Cannot Be Turned On

If the [Power] key does not light or does not blink when it is pressed, check if there is something wrong with the power cord or wall outlet.

Check the following:

- Make sure that the power plug is firmly inserted into the wall outlet.
- Check if there is something wrong with the wall outlet. Do this by connecting another electronic product whose operation you are familiar with.

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Paper Will Not Feed Even When the Power Is On

If printing will not start even when the power is on, check if an error has occurred using the indicators or Printer Status monitor.

An indicator is lit or blinking

Only the [Power] key is blinking.

The printer may be receiving data or replenishing its ink. Wait momentarily for the blinking [Power] key to stop and stay lit.

The [Test Paper Feed/Resume] key or a low ink indicator is blinking or lit.

An error has occurred. See [Error Indicator Summary](#) .

An error message is displayed on the Printer Status monitor.

Click [User Guide...] to display the page corresponding to the error where you can check how to solve the problem in more detail. See [Printer Status Monitor Errors](#) .



A print sample can be printed using keys on the control panel to check that the printer is not out of order.

When the power is off, while holding down the [Cancel] key and the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and a print sample will be delivered.

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Paper Is Not Fed or Delivered Normally

If the printer is operating but paper will not feed or paper jams multiple times, check the condition of the printer and paper.

Paper does not feed smoothly.

Paper guides are not adjusted properly.

- The paper guides of the paper tray do not match the paper loaded. Adjust the paper guides and load the paper again. See [Loading Paper](#).

Paper is not loaded properly.

- The paper is not loaded properly. Load the paper correctly. See [Loading Paper](#).

Paper is curled.

- Remove the loaded paper and check if it is curled. If it is, straighten the curl.

Paper that is not compatible is loaded.

- Remove the loaded paper and replace it with compatible paper. See [Non-compatible Paper](#).

Paper jams multiple times.

The guide board is not closed.

- Make sure that the guide board is closed. Remove the rear cover and press both sides of the guide board until it clicks closed.

Multiple sheets are inserted in the bypass tray.

- When using the bypass tray, insert paper one sheet at a time. See [Printing on Thick Paper](#).

Printing densely colored images on both sides.

- When printing images containing areas of solid color that consume a lot of ink, we recommend single-sided printing.

Multiple sheets of paper are fed at one time.

Load the paper again. Remove the paper from the paper tray, fan it well, and tap it on a flat surface such as a desk to

even the edges. Check the position of the paper guides of the paper tray, and then load the paper again.

Though a paper jam is cleared, paper does not feed.

When a paper jam occurs, clear the paper jam, and then press the [Test Paper Feed/Resume] key. See [Paper Jam](#) .



- If an error is displayed on the Printer Status monitor, follow the instructions to solve the problem. See [Printer Status Monitor Errors](#) .

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Paper Jam

This explains how to remove a paper jam. When a paper jam error appears in the Printer Status monitor, remove the paper from the location indicated.



- If you cannot locate paper jams or jammed paper cannot be removed easily, you can check the condition of paper from the top of the printer.

Related topics

[Removing Paper Jammed in the Paper Tray](#) [Removing Paper Jammed in the Bypass Tray](#) [Removing Paper Jammed under the Top Cover](#) [Removing Paper Jammed around the Guide Board](#) [Removing Paper Jammed in the Duplex Unit \(optional\)](#) [Removing Paper Jammed in the Output Tray](#) [Up](#) | [Top](#) | [Previous](#) • [Next](#) |

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Removing Paper Jammed in the Paper Tray

Follow the procedure below to remove paper jammed in the paper tray.



1 Lift the output tray.

When the output tray is lifted, the paper tray will pop out slightly.

2 Hold both sides of the paper tray, and then pull it toward you.



- The paper tray cannot be detached. Do not pull it forcefully.

3 Remove jammed paper.



- If you cannot remove the jammed paper or it is difficult to remove, the paper may be jammed inside the printer. Examine the paper carefully and remove.
- If you cannot locate jammed paper, it may be jammed inside the printer.

4 Hold both sides of the paper tray, and push it gently in until it stops.

5 Lower the output tray.

6 Press the [Test Paper Feed/Resume] key.

Printing starts.



- Blank paper may be delivered after printing resumes.

Reference

- [Removing Paper Jammed around the Guide Board](#) 
- [Paper Is Not Fed or Delivered Normally](#) 

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Removing Paper Jammed in the Bypass Tray

Follow the procedure below to remove paper jammed in the bypass tray.



1 Remove jammed paper.

2 Press the [Test Paper Feed/Resume] key.

↓ Note

- The [Test Paper Feed/Resume] key stops blinking and stays lit.

3 Insert a sheet of paper into the bypass tray with the print side face up.

4 Press the [Test Paper Feed/Resume] key.

Printing starts.

If it is difficult to remove jammed paper, follow the procedure below to remove it.



1 Move the duplex unit locks to the unlocked position, and then detach the duplex unit (optional).

2 Remove jammed paper.

3 Attach the duplex unit (optional), and then move the duplex unit locks to the locked position.

4 Press the [Test Paper Feed/Resume] key.



- The [Test Paper Feed/Resume] key stops blinking and stays lit.

5 Insert a sheet of paper into the bypass tray with the print side face up.

6 Press the [Test Paper Feed/Resume] key.

Printing starts.



- When the rear cover is attached, remove the paper using the same procedure.
- Remove the rear cover if it is attached.



- [Paper Is Not Fed or Delivered Normally](#) 

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Removing Paper Jammed under the Top Cover

Follow the procedure below to remove paper jammed under the top cover.



1 Open the top cover.

2 If the carriage stops in the middle, move it to whichever side is easier to move it to.

3 Remove jammed paper.

↓ Note

- Take care not to snag the sleeves of your clothing on the cord.
- Do not touch the feed belt.

4 Close the top cover.

5 Press the [Test Paper Feed/Resume] key.

Printing starts.

↓ Note

- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed.

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Removing Paper Jammed around the Guide Board

Follow the procedure below to remove paper jammed around the guide board.



1 Remove the rear cover by pulling it toward you.

↓ Note

- Detach the duplex unit, if installed, to remove the paper.

2 Unlock the guide board by moving the tabs on both sides toward the middle, and then open the guide board.

3 Turn the paper feed wheel to release paper from the feed belt.

Release paper from the roller to make it removable.

4 Insert your finger between the paper and the roller, and then remove the paper slowly.

↓ Note

- Do not touch the feed belt.

5 Close the guide board.

↓ Note

- Push the PUSH area on both sides of the guide board until it firmly closes.

6 Reattach the rear cover.

7 Press the [Test Paper Feed/Resume] key.

Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed.



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Removing Paper Jammed in the Duplex Unit (optional)

Follow the procedure below to remove paper jammed in the duplex unit (optional).



- 1** Press the duplex unit cover button, and then open the duplex unit.
- 2** Remove jammed paper.
- 3** Close the duplex unit cover.
- 4** Press the [Test Paper Feed/Resume] key.

Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed

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Removing Paper Jammed in the Output Tray

Follow the procedure below to remove paper jammed in the output tray.



1 Remove jammed paper.

2 Press the [Test Paper Feed/Resume] key.

Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed.

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[Troubleshooting](#) > Print Results Are Not Satisfactory

Print Results Are Not Satisfactory

If there is a problem with the quality of the printing such as dirty or faint and patchy prints, first check the condition of the printer.

Check the following:

Does the envelope selector setting match?

Set the envelope selector according to the type of paper. For envelopes, set the lever to the rear position ; for everything else, set the lever to the forward position . See [Printing on Various Paper Types](#) .

Has the printer not been used for a long time?

The ink may be dry or the nozzles of the print-heads may be clogged. Print the nozzle check test pattern and clean the print-heads as necessary. See [Nozzle Check](#)  and [Clean Print-heads \(Normal\)](#) .

Has the nozzle check test pattern been printed?

Print the nozzle check test pattern and check whether the print-heads are clogged. Clean the print-heads as necessary. See [Nozzle Check](#)  and [Clean Print-heads \(Normal\)](#) .

Have the print-heads been aligned?

If the image is fuzzy or lines are doubled, align the print-heads. If the problem persists, print the nozzle check test pattern and clean the print-heads as necessary. See [Adjust Print-head Positions](#) , [Nozzle Check](#) , and [Clean Print-heads \(Normal\)](#) .

Is there a problem with the printer's location?

Make sure that the printer is level. Place the printer in a location where it will not be subject to shaking or excessive force.

Related topics

[Printing Is Uneven, Too Heavy, or Too Light](#) 

[Dirty or Blotted Prints](#) 

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Printing Is Uneven, Too Heavy, or Too Light

If there is a problem with the quality of the printing such as uneven printing or an inappropriate amount of ink being used, the following questions should be addressed.

Is an old Print cartridge being used?

Print cartridges should be opened before their expiration date and used within six months of being opened.

Does the paper type setting match?

Make sure that the paper type setting of the printer driver matches the type of paper loaded. See [Printing on Various Paper Types](#) .

Are you printing on the wrong side of the paper?

Check which side should be printed on when using inkjet plain paper. If you print on the wrong side, the quality of the printing may be lower and the inside of the printer may get dirty. See [Paper Handling Precautions](#) .

Is the setting of the envelope selector suitable?

The printed side may become worn depending on the type of image. If this happens, set the envelope selector to the rear position .

Is the brightness of the image suitable?

If the printing is being smeared even when the envelope selector is set to the rear position , the density of the printing may be too high. Increase the brightness of the image.

Is the [Duplex/Booklet] check box selected?

Duplex printing tends to produce fainter prints than single-sided printing. When performing single-sided printing, make sure the [Duplex/Booklet] check box is not selected.

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Dirty or Blotted Prints

If prints are dirty or blotted, the following questions should be addressed.

Is the paper being used too thick or thin?

Check if the paper is compatible. If extremely thick or thin paper is used, the print-heads will rub the paper and ink will leak. See [Compatible Paper](#).

Does the print-heads rub when plain paper is used?

Set the envelope selector to the rear position .

Have you touched the printed side of paper?

Avoid touching the printed side of paper. Particularly, avoid touching semi-gloss photo paper and inkjet transparency that have just been printed because the ink takes time to dry. Remove them one at a time from the output tray without touching the printed side, and then let them dry fully. See [Paper Handling Precautions](#).

Is the inside of the printer dirty?

If the leading edge or back side of printed paper is dirty, the inside of the printer may be dirty. Also, if black vertical lines appear on the printed side of paper, the delivery rollers may be dirty. Turn the power off, and then while pressing the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. A blank sheet of paper will be delivered to clean the delivery rollers. Repeat this operation multiple times.

Is the paper loaded in the correct orientation?

Some paper cannot be loaded lengthwise depending on the size of the paper. Check the orientation in which the paper is loaded. See [Compatible Paper Sizes](#).

Is a genuine Print cartridge being used?

Using a cartridge other than a genuine Print cartridge or using a cartridge refilled with ink will lower the print quality and could cause a breakdown. Use a genuine Print cartridge. See [Recommended Consumables](#).

Are you printing densely colored images on both sides of paper?

When a large amount of ink is used to completely cover a side, one-sided printing is recommended.

When duplex printing, after printing one side of a sheet, does the machine wait for the ink to dry before printing the other side?

Depending on the type of paper, the ink may not have enough time to dry properly and so may smear or rub off. Using

the printer driver, specify how long to wait for the ink to dry between printing each side. For details, see the printer driver Help.[Opening the Printer Properties Dialog Box](#) 

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Print Results Do Not Match the Displayed Image

If there are differences between the print results and the displayed image, first check the printer driver. Check the following:

Does the printer driver of the printer support the application used?

Check if an application other than a Windows operating system application is being used.

Is the printer driver of the printer being used?

Make sure that the printer you want to use for printing is selected. See [Opening from an Application](#) .

Does data from a failed print job or canceled print job remain in memory?

Check whether data from a failed print job or canceled print job remains in memory. See [Canceling Printing](#) .

Related topics

[Characters and Colors Do Not Match the Displayed Image](#) 

[Positions Do Not Match the Displayed Image](#) 

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Characters and Colors Do Not Match the Displayed Image

If there are differences between the characters and colors of the print results and the displayed image, the following questions should be addressed.

Has the hue of colors been adjusted?

Since printed colors and screen colors are produced by different methods, a color printed and a color displayed on a screen can have different hues even though they are the "same" color. Use the color matching function to make the hue of printed colors and displayed colors closer. See [Changing the Color Profiling Pattern](#).

Has the nozzle check been performed?

The print-heads may be clogged and the amount of ink may not be able to be regulated. Print the nozzle check test pattern and clean the print-heads as necessary. See [Clean Print-heads \(Normal\)](#) and [Nozzle Check](#).

Was printing done in black and white?

Check the color setting of the application and the color print setting of the printer driver. See [Printing in Black and White](#).

Have the print quality settings been made?

Set the printing resolution to an appropriate level. See [Printing Using Preset Print Quality Settings](#).

Does the paper type setting match?

Make sure that the paper type setting of the printer driver matches the type of paper loaded. See [Printing on Various Paper Types](#).

Have you tried printing with inkjet plain paper?

Try printing with inkjet plain paper. The print results should be clearer. See [Printing on Various Paper Types](#).

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Positions Do Not Match the Displayed Image

If the position of printed items differs from the position of displayed items, the following questions should be addressed.

Have the settings for page layout been made?

Check whether page layout settings have been made with the application.

Does the paper size setting match?

Make sure that the paper size selected in the [Printout paper size:] list of the printer properties dialog box matches the size of the paper loaded.

Does the envelope selector setting match?

Set the envelope selector according to the type of paper. For envelopes, set the lever to the rear position ; for everything else, set the lever to the forward position . See [Printing on Various Paper Types](#) .

Have the print-heads been aligned?

When bidirectional printing is performed, and lines and characters are blurred, align the print-heads. If the problem persists, print the nozzle check test pattern and clean the print-heads as necessary. See [Adjust Print-head Positions](#) , [Nozzle Check](#) , and [Clean Print-heads \(Normal\)](#) .

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Printer Status Monitor Does Not Open

If the Printer Status monitor does not open for a shared printer, the following questions should be addressed.

Are the share settings correct?

Check the share settings of the printer. The printer driver must also be installed on the client computer. See [Setting Up a Server](#) and [Setting Up a Client Computer](#).

Does your Web browser support Printer Status Monitor?

Internet Explorer version 4.0 or later is required to display Printer Status Monitor and the dialog boxes displayed from the [Maintenance] tab of the printer driver.

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Printer Status Monitor Errors

If an error occurs with the printer, Printer Status Monitor displays an error message. Click [User Guide...] to display the page corresponding to the error where you can check how to solve the problem in more detail.

Related topics

[No Response from Printer](#) [No Paper/Tray Not Detected \(Bypass Tray\)](#) [No Paper/Tray Not Detected \(Paper Tray\)](#) [Paper Size Mismatch \(Bypass Tray\)](#) [Paper Size Mismatch \(Paper Tray\)](#) [Cover Open](#) [Duplex Unit Not Detected](#) [Print Cartridge\(s\) Not Detected](#) [Paper in Bypass Tray](#) [Cartridge End](#) [Ink End](#) [Out of Printable Temperature Range](#) [Printer Error](#) [Top](#) | [Previous](#) • [Next](#) |

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No Response from Printer

Follow the procedure below to check the port settings and the connection between the printer and computer.

- 1** Check that the power of the printer is on.
- 2** Make sure that the computer and printer are properly connected using a USB cable.
- 3** Open the printer properties dialog box.
- 4** Click the [Details] tab.
- 5** Check that USB is selected in the [Print to the following port:] list.

↓ Note

- Under Windows 2000/XP or Windows Server 2003, check that USB is selected in the list on the [Port] tab.

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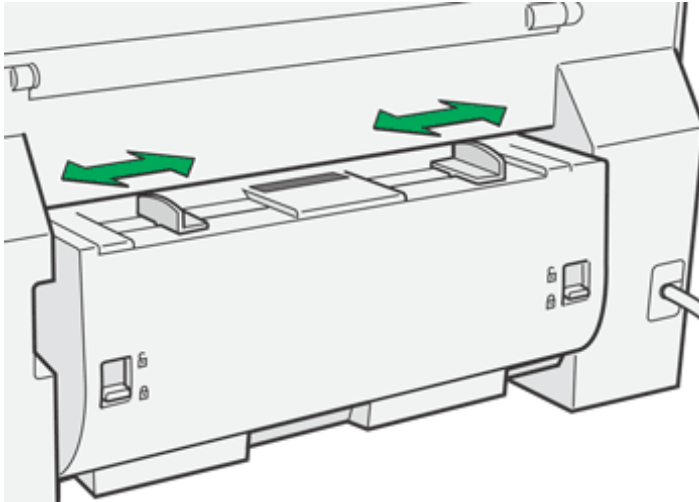
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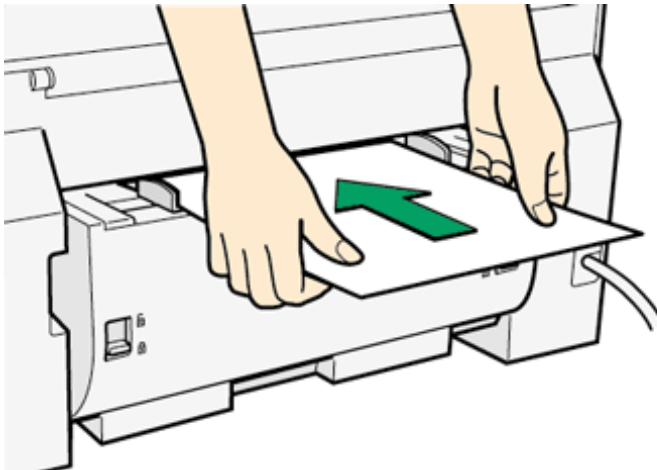
No Paper/Tray Not Detected (Bypass Tray)

If no paper is ready to be fed in the bypass tray, this message appears. Follow the procedure below to insert paper into the bypass tray.

- 1** Slide the bypass tray guides into position according to the paper size.



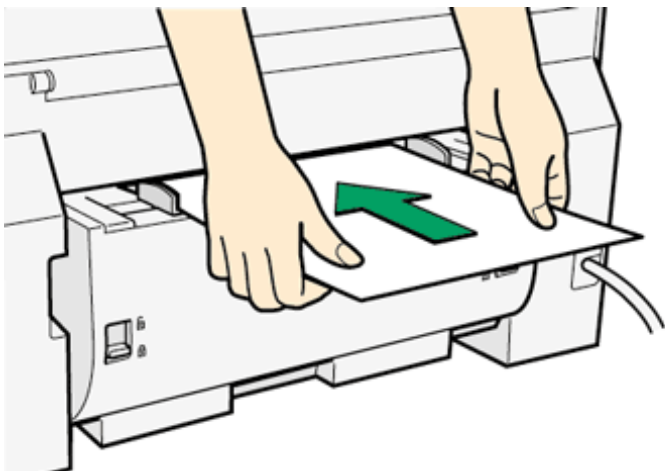
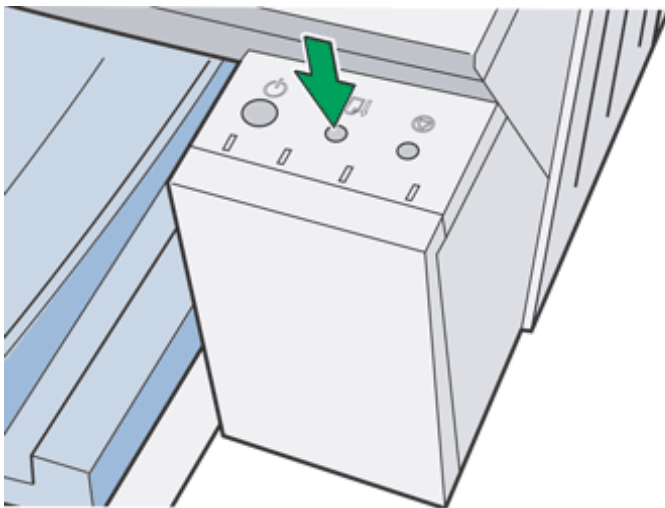
- 2** Insert a sheet of paper into the bypass tray with the print side face up.



↓ Note

- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.

- 3** Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

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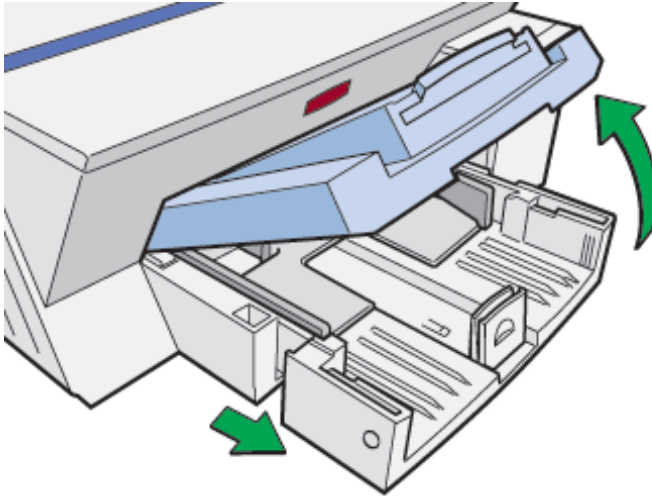
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No Paper/Tray Not Detected (Paper Tray)

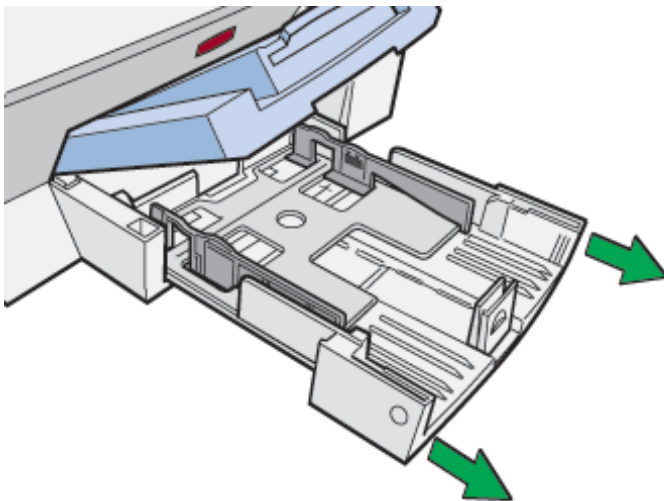
No paper is loaded in the paper tray or paper is not loaded properly. Follow the procedure below to load paper properly.

1 Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

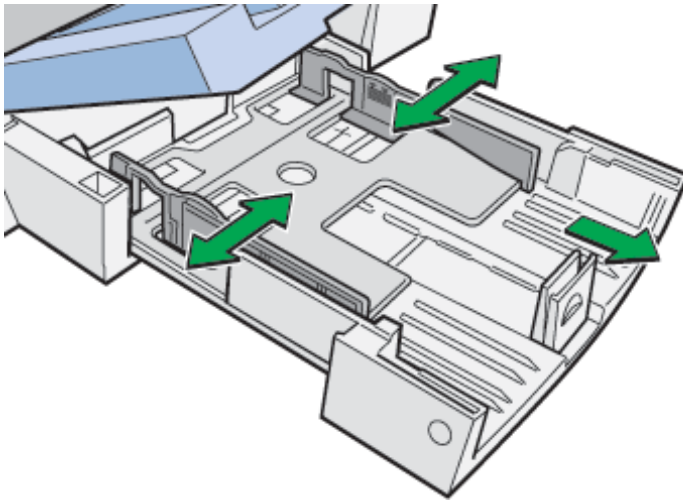
2 Hold both sides of the paper tray, and pull it toward you.



Note

- The paper tray cannot be detached. Do not pull it forcefully.

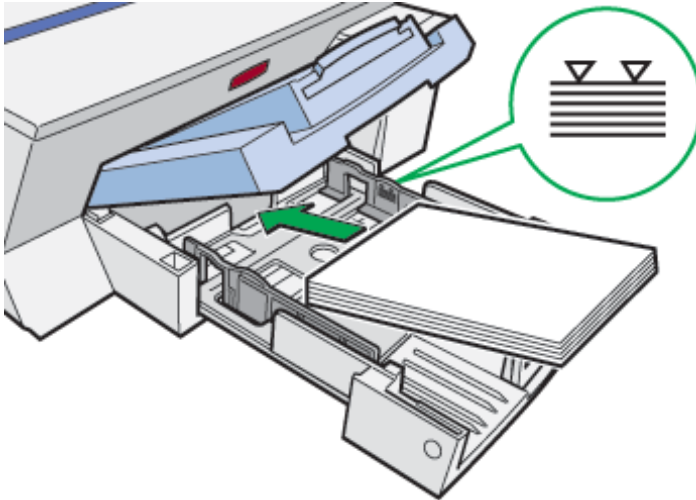
3 Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.



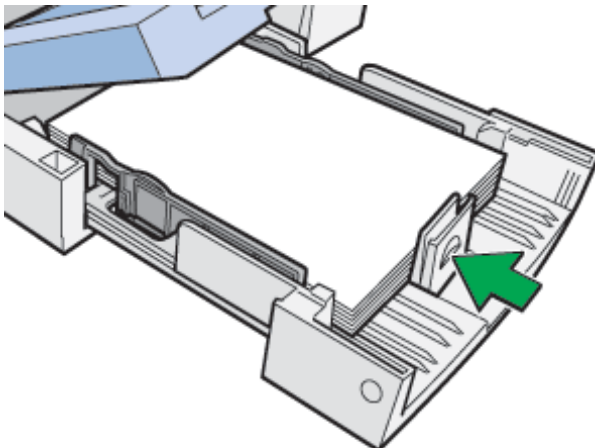
↓ Note

- If paper is already loaded, remove it from the paper tray, fan it well, and tap it on a flat surface such as a desk to even the edges. Check that the position of the paper guides and the front end guide match the paper size.
- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

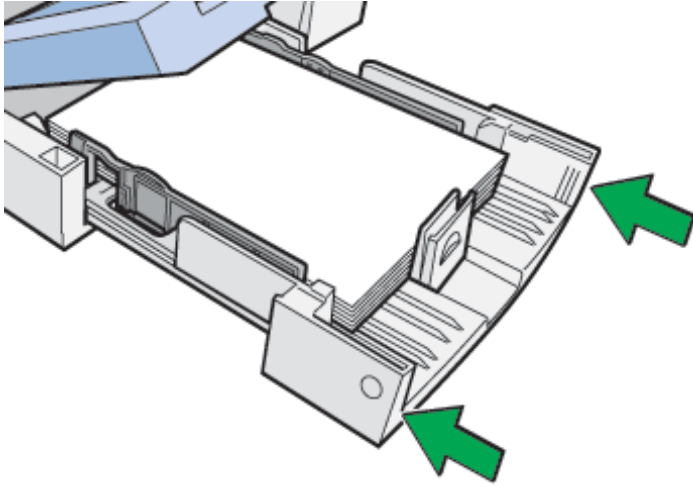
4 Load paper with the print side face down but not over the limit mark.



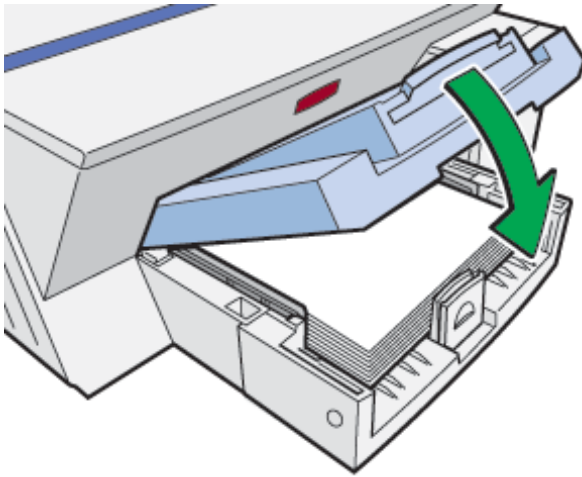
5 Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



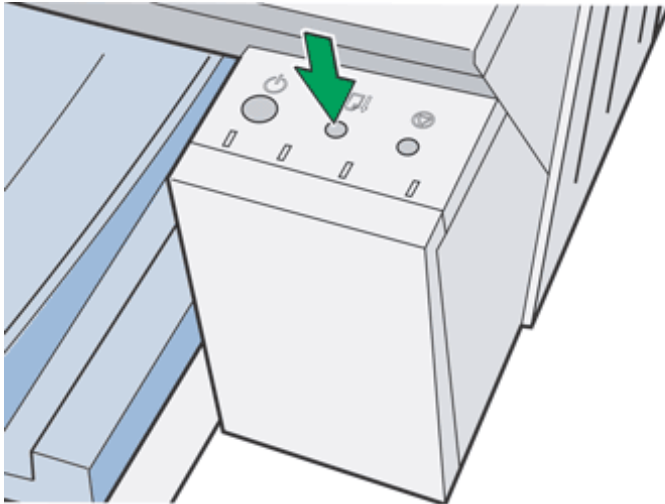
- 6** Hold both sides of the paper tray, and push it gently in until it stops.



- 7** Lower the output tray.



- 8** Press the [Test Paper Feed/Resume] key.



Printing starts.

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Paper Size Mismatch (Bypass Tray)

Paper of the incorrect size is loaded. Follow the procedure below to load the correct size of paper or change the paper size in the printer properties settings.

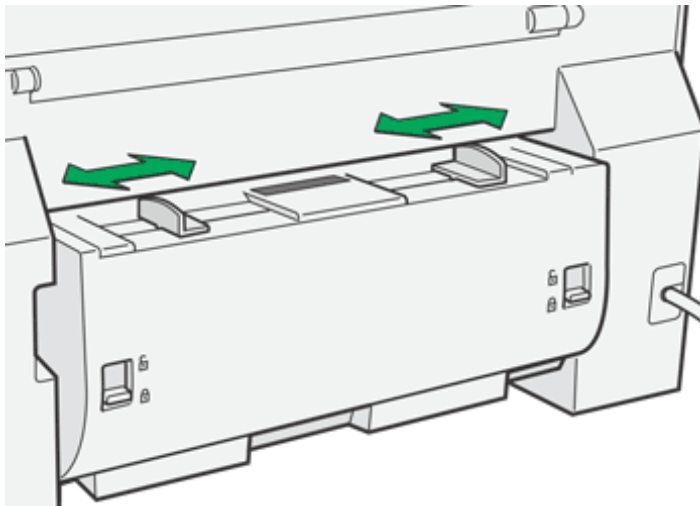
- 1** Open the printer properties dialog box from the application.
- 2** Click the [Page Settings] tab.
- 3** In the [Original size:] and [Printout paper size:] lists, check document and paper sizes. To change the paper size, select a paper size in the [Printout paper size:] list.

To enable the [Printout paper size:] list, select the [Reduce/Enlarge] check box.

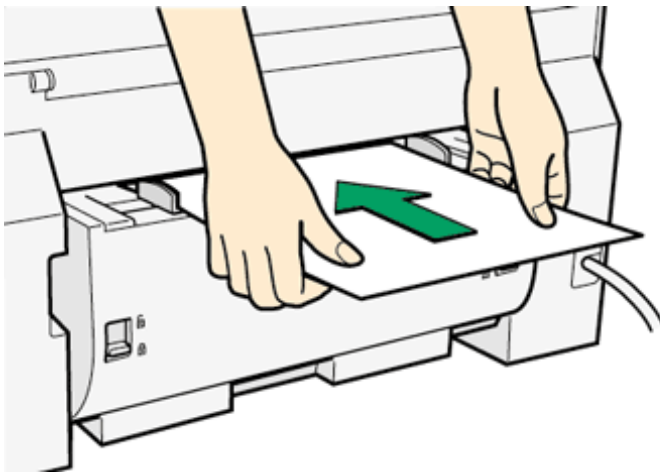
Note

- If incorrect document and paper sizes are selected in the [Original size:] and [Printout paper size:] lists, cancel printing, and then select the correct sizes.
- If paper of the incorrect size is loaded, proceed to the next step.

- 4** Slide the bypass tray guides into position according to the paper size.



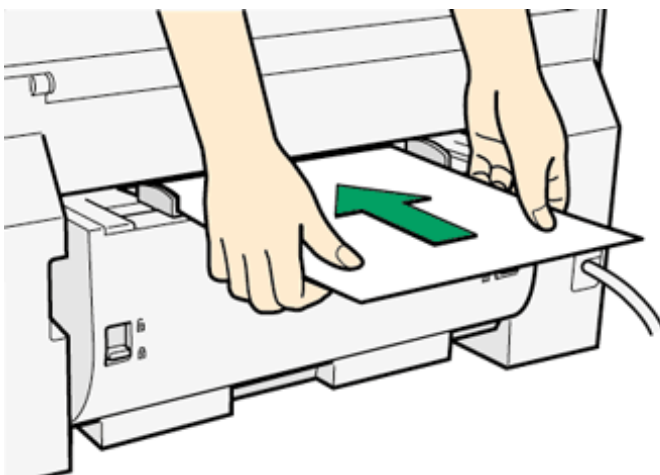
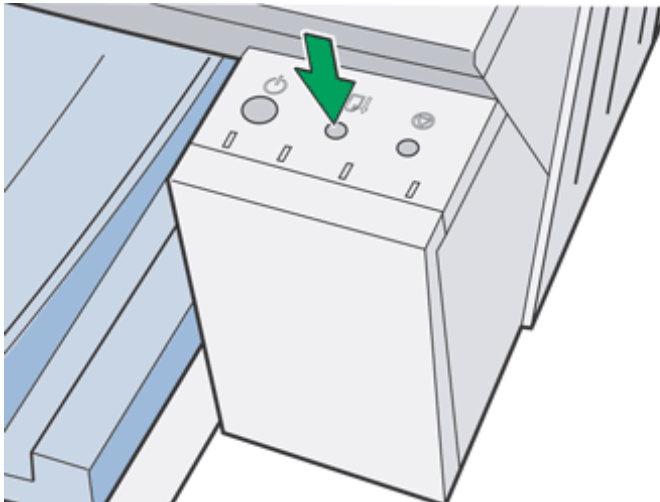
- 5** Insert a sheet of paper into the bypass tray with the print side face up.



 Note

- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.

6 Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

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Paper Size Mismatch (Paper Tray)

Paper of the incorrect size is loaded. Follow the procedure below to load the correct size of paper or change the paper size in the printer properties settings.

- 1** Open the printer properties dialog box from the application.
- 2** Click the [Page Settings] tab.
- 3** In the [Original size:] and [Printout paper size:] lists, check document and paper sizes. To change the paper size, select a paper size in the [Printout paper size:] list.

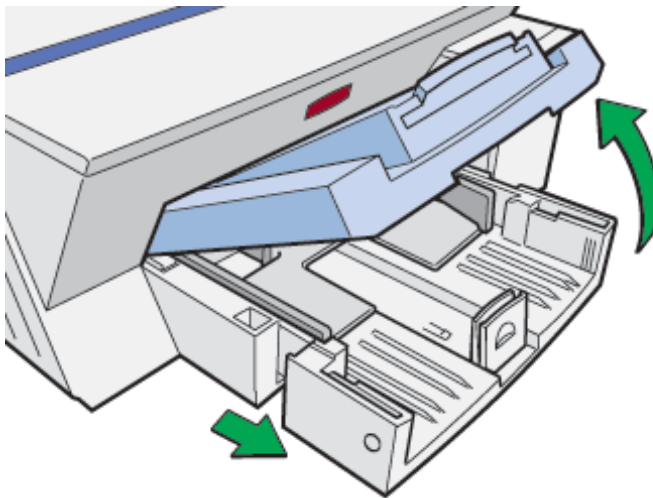
To enable the [Printout paper size:] list, select the [Reduce/Enlarge] check box.



- If incorrect document and paper sizes are selected in the [Original size:] and [Printout paper size:] lists, cancel printing, and then select the correct sizes.

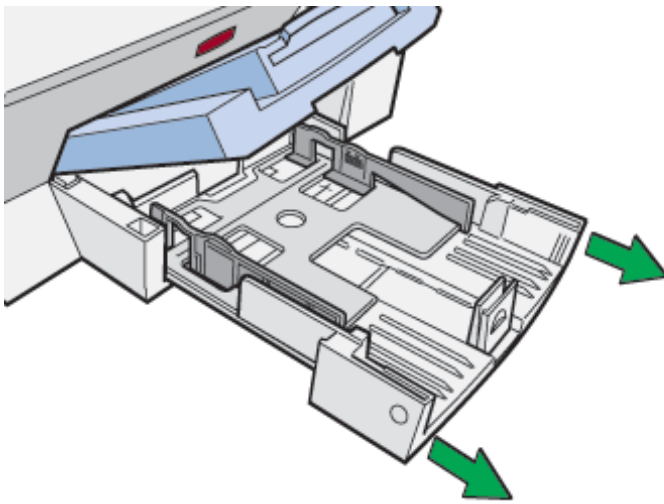
If paper of the incorrect size is loaded, proceed to the next step.

- 4** Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

- 5** Hold both sides of the paper tray, and pull it toward you.

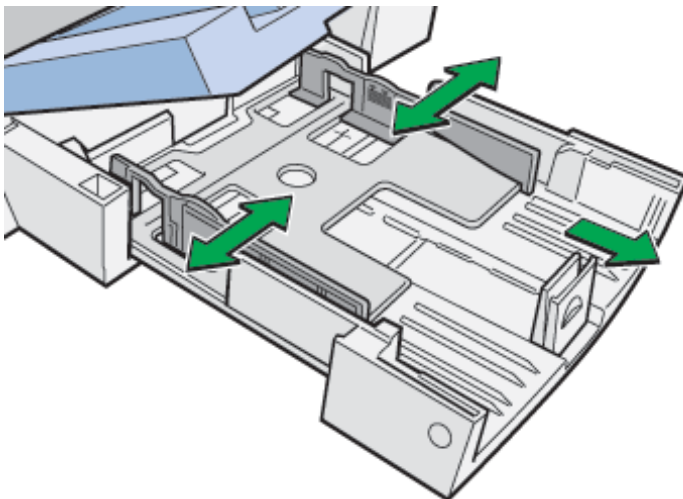


↓ Note

- The paper tray cannot be detached. Do not pull it forcefully.

6 Remove loaded paper.

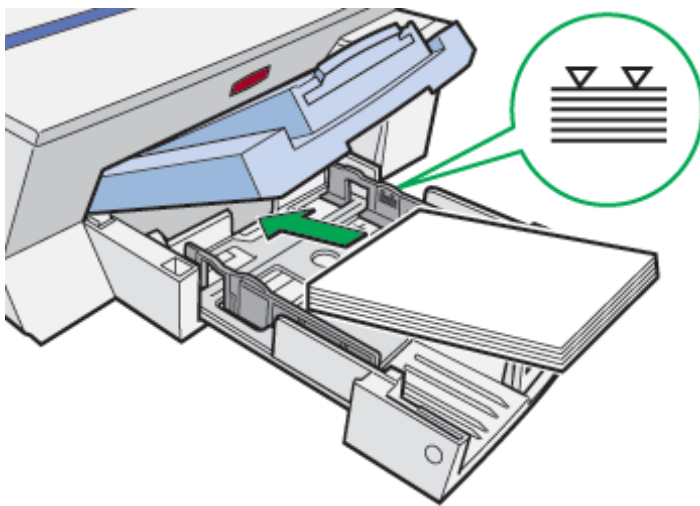
7 Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.



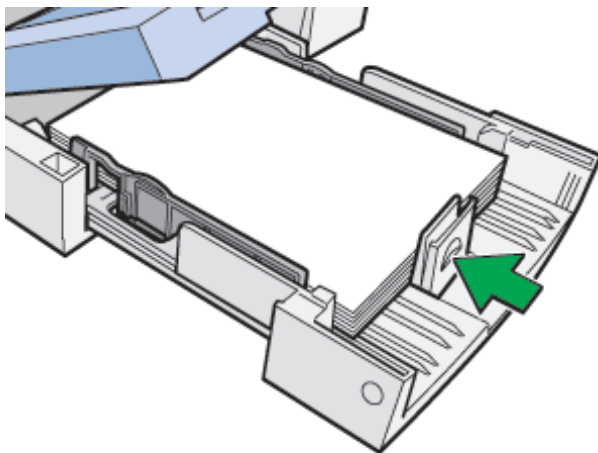
↓ Note

- The front end paper guide may also need to be adjusted.

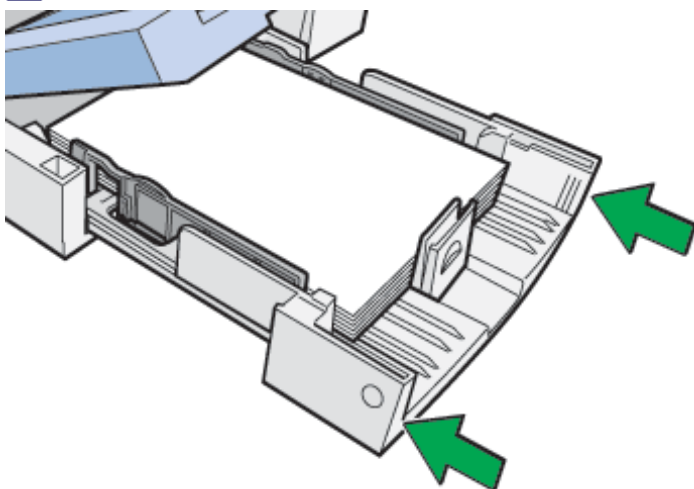
8 Load paper with the print side face down but not over the limit mark.



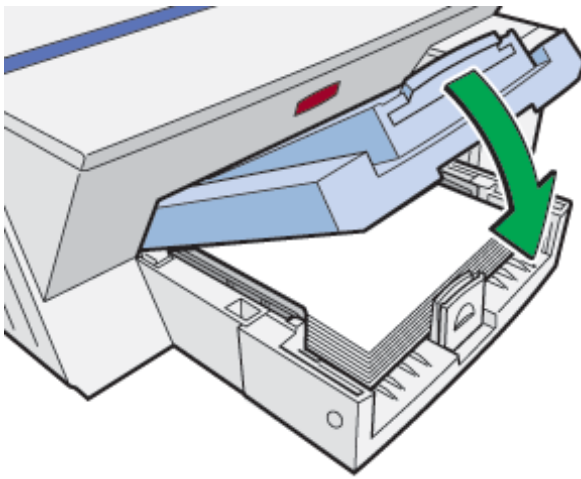
- 9** Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



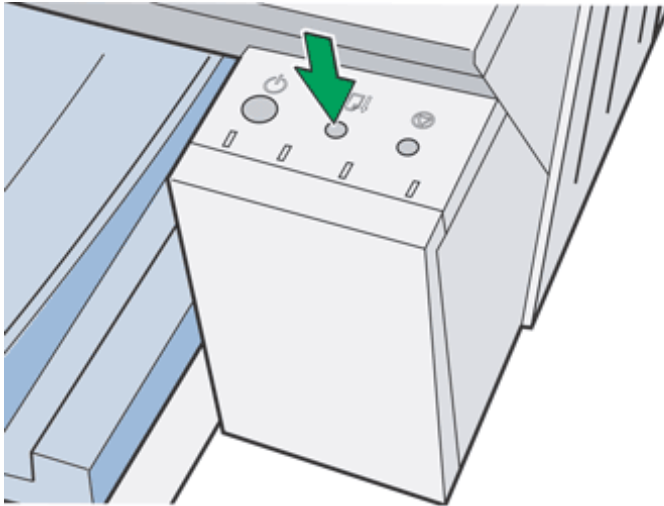
- 10** Hold both sides of the paper tray, and push it gently in until it stops.



- 11** Lower the output tray.



12 Press the [Test Paper Feed/Resume] key.



Printing starts.

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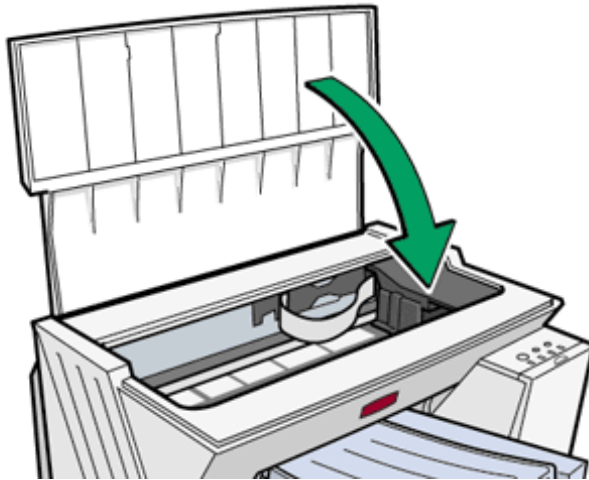
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Cover Open

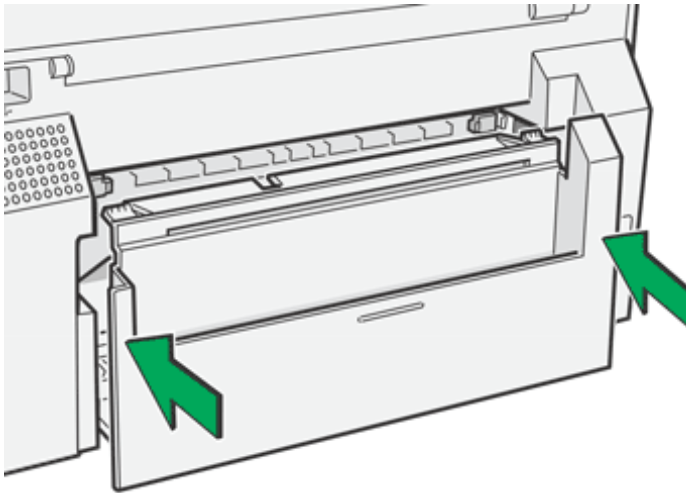
A cover is open. Close the cover.

Follow the procedure below to close the top cover or rear cover.

1 Close the cover.



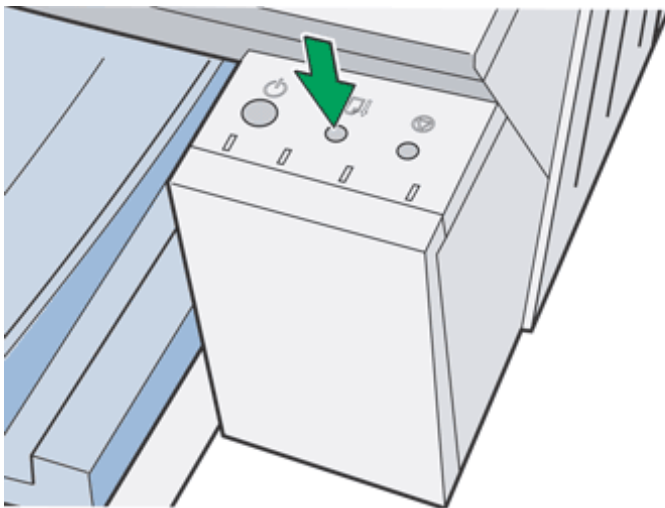
Re-attach the rear cover.



Note

- When the duplex unit is installed, check that the duplex unit is correctly attached and the duplex unit cover is closed.

2 If the [Test Paper Feed/Resume] key lights, press that key.



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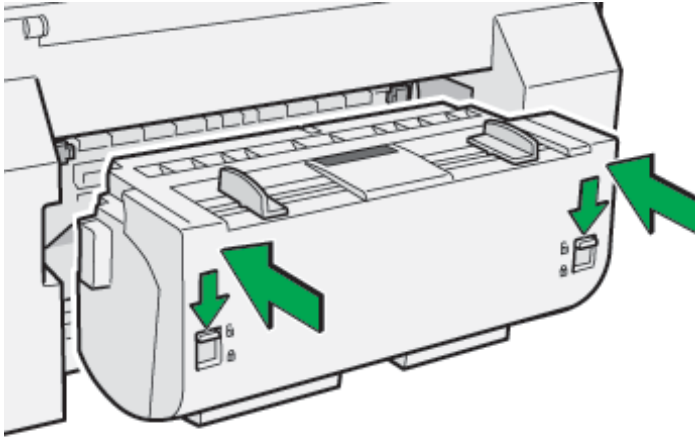
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Duplex Unit Not Detected

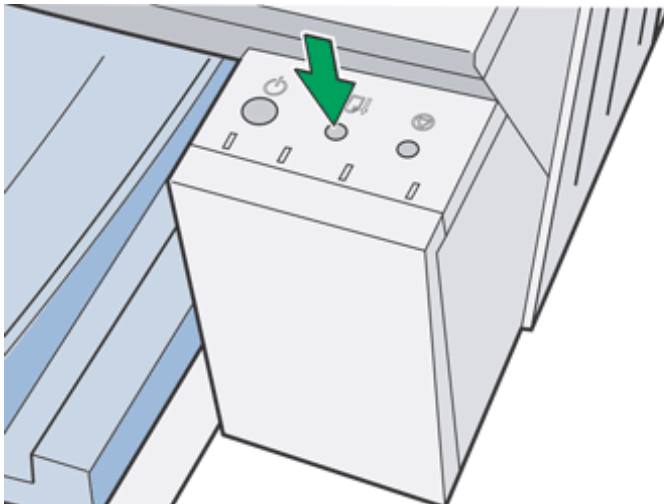
The duplex unit (optional) is not attached correctly. Follow the procedure below to attach the duplex unit (optional) correctly.

1 Re-attach the duplex unit (optional).



2 Move the duplex unit locks to the locked position.

3 If the [Test Paper Feed/Resume] key lights, press that key.



Note

- Printing is not possible if the rear cover is not attached or the duplex unit (optional) has not been installed.

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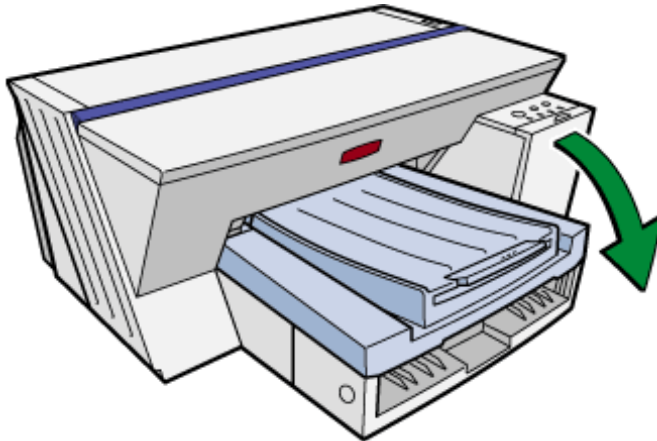
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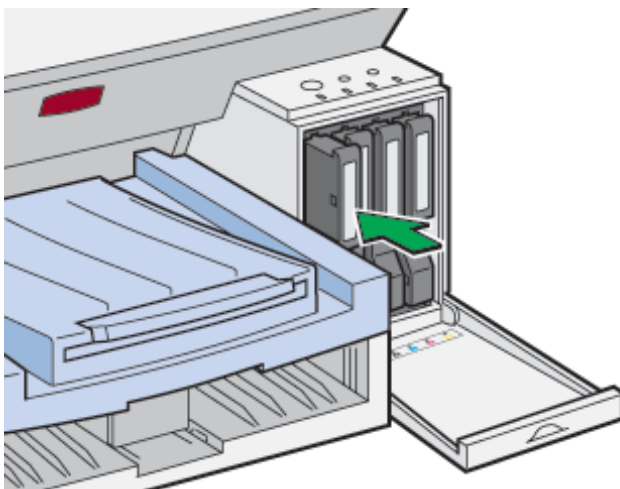
Print Cartridge(s) Not Detected

A Print cartridge is not installed correctly. Follow the procedure below to install the Print cartridge correctly.

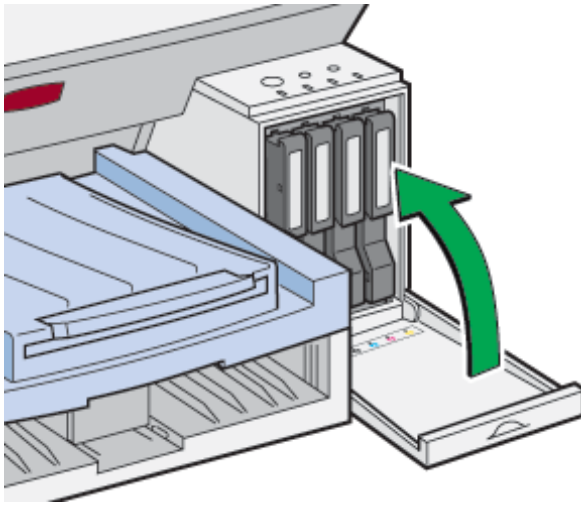
- 1 Open the right front cover.



- 2 Push in the cartridge using the PUSH area.



- 3 Close the right front cover.



↓ Note

- If the error persists, take the Print cartridge out once, and then install it again. The procedure above should be performed only once.

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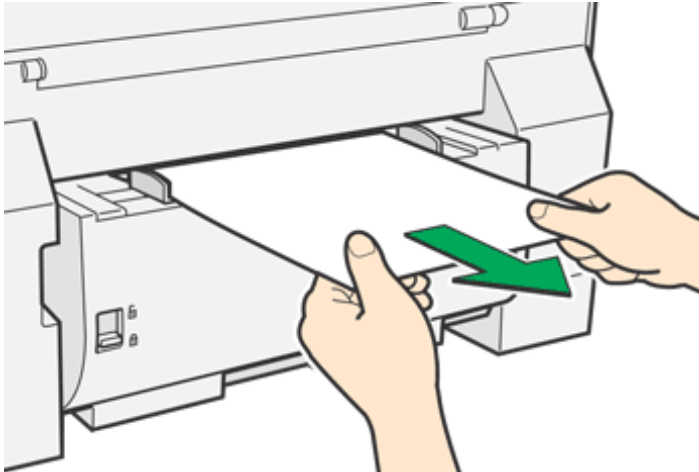
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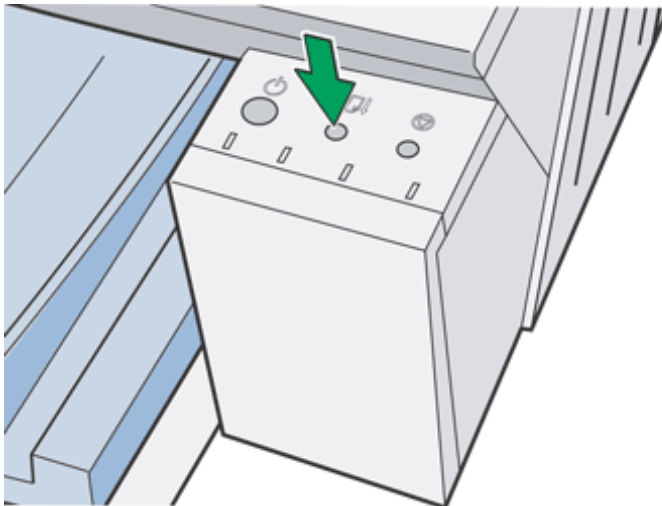
Paper in Bypass Tray

This appears if paper is set before printing from the bypass tray starts. Follow the procedure below to remove the paper in the bypass tray.

1 Remove paper.



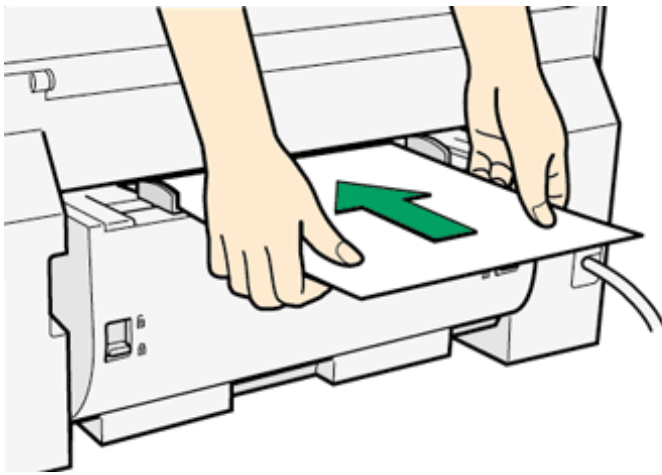
2 Press the [Test Paper Feed/Resume] key.



↓ Note

- The [Test Paper Feed/Resume] key stops blinking and stays lit.

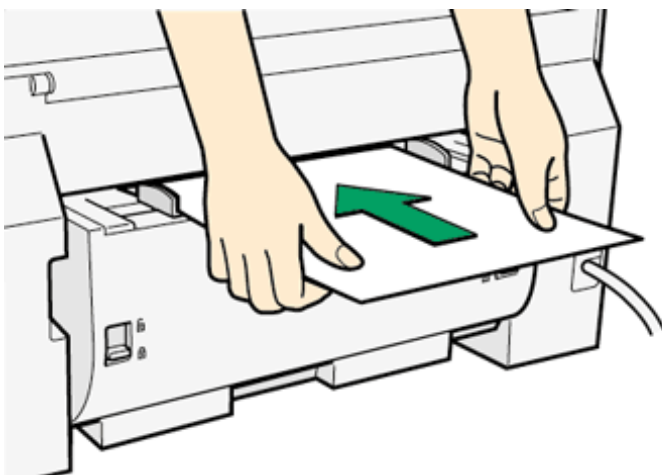
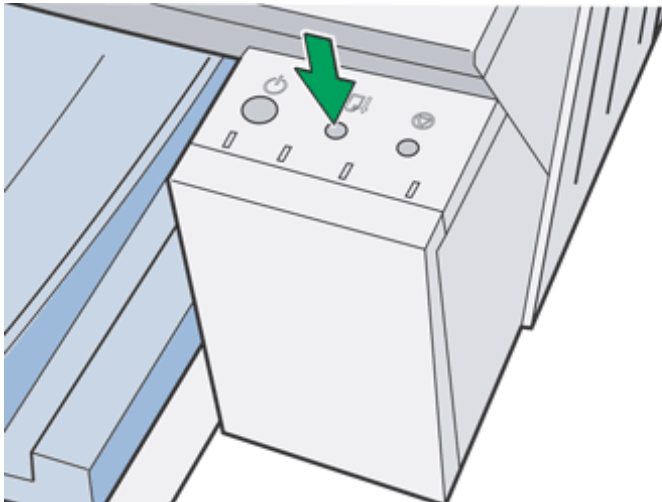
3 Insert a sheet of paper into the bypass tray with the print side face up.



↓ Note

- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.

4 Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

↓ Note

- If the rear cover is installed, follow the same procedure.

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- Paper Will Not Feed Even When the Power Is On

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- Removing Paper Jammed in the Bypass Tray
- Removing Paper Jammed under the Top Cover
- Removing Paper Jammed around the Guide Board
- Removing Paper Jammed in the Duplex Unit (optional)
- Removing Paper Jammed in the Output Tray

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- Print Cartridge(s) Not Detected
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- Ink End
- Out of Printable Temperature Range
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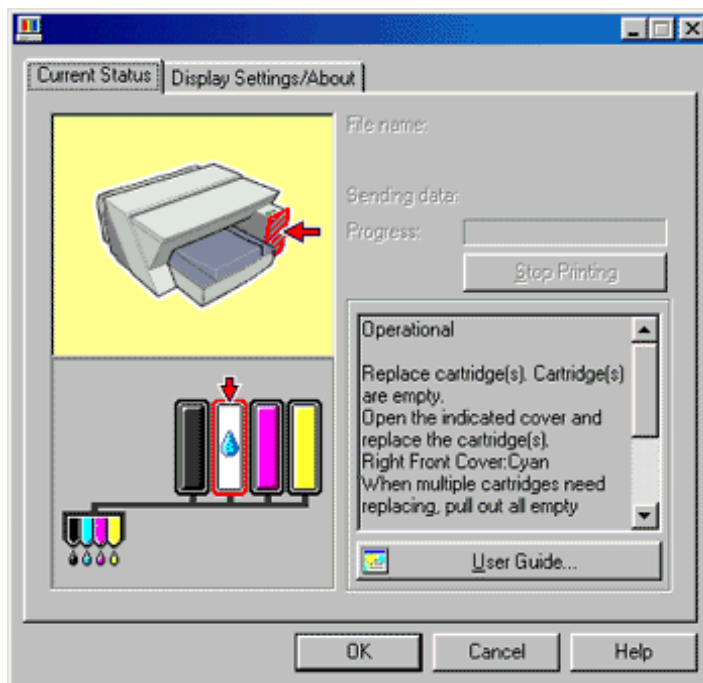
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Cartridge End

A Print cartridge is empty. Printing can continue using ink remaining in the printer; however, no ink is left in the Print cartridge. Check which color of cartridge needs to be replaced, and then replace it.

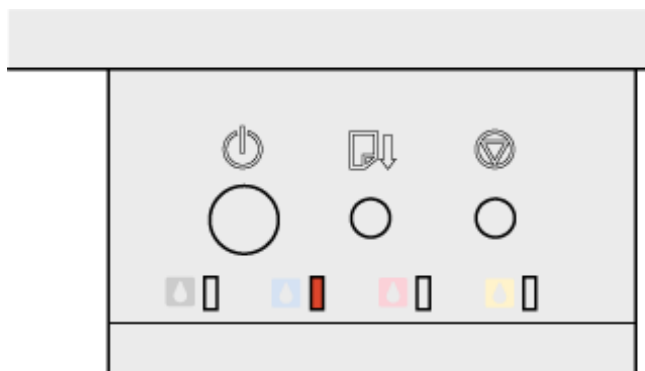
Checking ink color

- Checking using the Printer Status monitor



- In the illustration above, the cyan Print cartridge is empty.

- Checking the low ink indicators



AFL002S

- Blinking

In the illustration above, the cyan Print cartridge is empty.

Note

- From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.

- Since solid color printing on semi-gloss photo paper consumes a lot of ink of that color, printing may stop in the middle of the printing process because ink of that color is depleted.
- Do not perform a normal head cleaning or a full head cleaning unless it is necessary. Ink may run out making printing impossible.
- If you turn the power off and then on again, ink adjustment is performed in the printer which may result in the ink running out.

Reference

- [Replacing a Print Cartridge](#) 
- [Displaying the Printer Status](#) 

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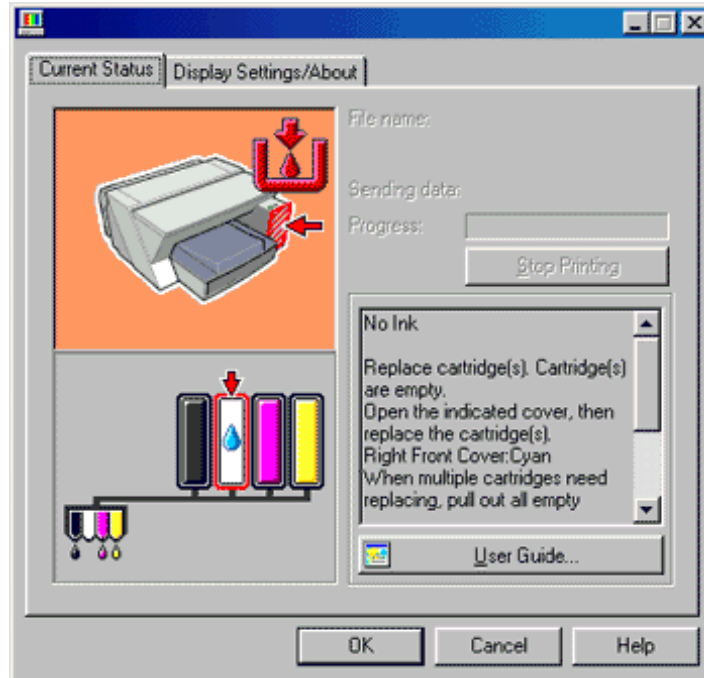
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Ink End

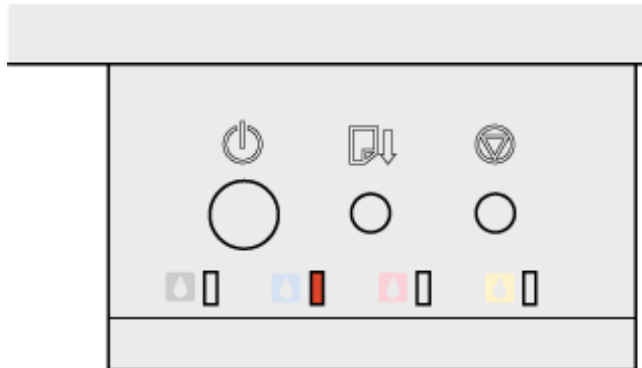
The ink is completely depleted. Printing cannot be performed. Replace the Print cartridge.

Checking ink colors

- Checking using the Printer Status monitor



- In this illustration, the cyan Print cartridge has completely run out.
- Checking the low ink indicators



AFL002S

- Lit

In this illustration, the cyan Print cartridge has completely run out.

Note

- From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.

- Head cleaning cannot be performed.

Reference

- [Replacing a Print Cartridge](#) 
- [Displaying the Printer Status](#) 

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Out of Printable Temperature Range

Follow the procedure below to relocate the printer when the temperature inside the printer is inappropriate, extremely high or low, for printing.

- 1 Turn off the power of the printer.**
- 2 Place the printer in a 10 to 32°C (50 to 89.6°F) environment.**
- 3 Turn on the power of the printer.**

↓ Note

- If humidity is more than 54%, the high end of the appropriate temperature range will be lower than usual.
- Even after the power is turned on, the printer may remain in the standby mode until it acclimates to the room temperature. If this happens, wait until the [Power] key stops blinking and stays lit.

📖 Reference

- For details about what conditions the printer can be used under (ambient temperature and humidity range), see "Checking the Installation Area", the Setup Guide.

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Printer Error

An error has occurred in the printer. Turn the power off once, and then turn it back on.

↓ Note

- If the printer is relocated from a cold area to a warm area or the printer is placed in a room where the temperature varies greatly, condensation may form inside the printer causing errors. If this happens, an error might not clear if the power is turned off and then on. Wait until the printer acclimates and the condensation disappears. This should take about one hour.
- If the error still does not clear after the printer acclimates to room temperature and the power is turned back on, contact your sales or service representative.

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Adjusting the Printer

Adjust the printer from the [Maintenance] tab in the printer properties dialog box.

Reference

- [Clean Print-heads \(Normal\)](#) 
- [Clean Print-heads \(Full\)](#) 
- [Adjust Print-head Positions](#) 
- [Registration](#) 
- [Adjust Paper Feed](#) 

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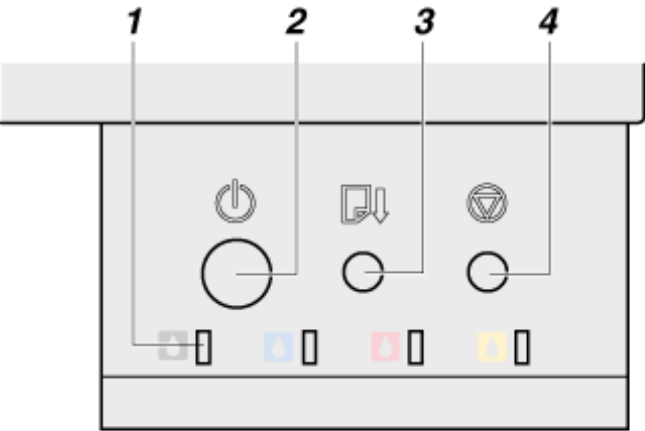
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Error Indicator Summary

You can check the status of the printer using the lit or blinking indicators on the control panel.

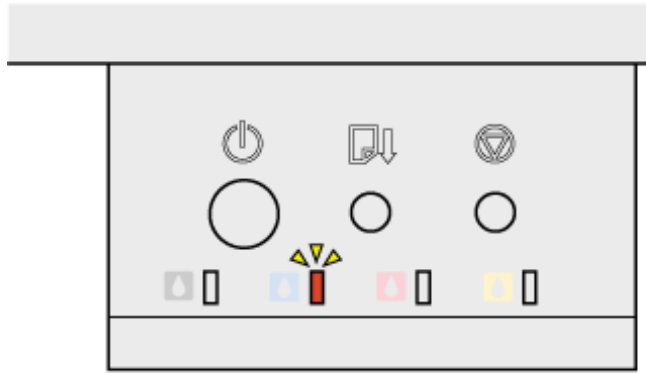


- 1. Low ink indicators
- 2. [Power] key
- 3. [Test Paper Feed/Resume] key
- 4. [Cancel] key

Status of Indicators	Status/Solutions
A low ink indicator is lit. (The [Power] key may be lit or blinking at the same time.) AFL002S	The printer has completely run out of the indicated ink. (In the illustration, the printer has run out of cyan ink.) Further printing is impossible. Check the color indicated, and replace the corresponding print cartridge immediately. ⇒Ink End

A low ink indicator is blinking.

(The [Power] key may be lit or blinking at the same time.)



AFL003S

The corresponding print cartridge has run out of ink.

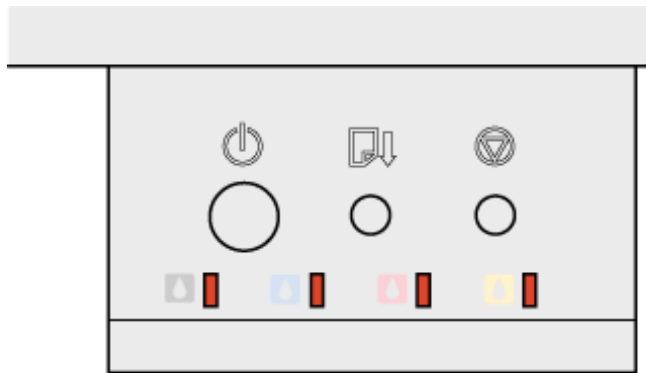
(In the illustration, the cyan print cartridge has run out of ink.)

Printing can continue with the ink remaining in the printer, but there is no more ink in the print cartridge. Check the color indicated, and replace the corresponding print cartridge.

⇒ [Cartridge End](#)

All the low ink indicators are lit.

(The [Power] key may be lit or blinking at the same time.)



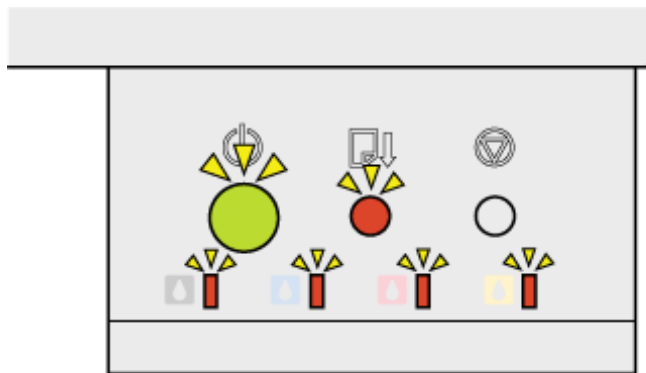
AFL004S

The print cartridges are not installed or are not installed correctly.

Install the print cartridges correctly.

⇒ [Print Cartridge\(s\) Not Detected](#)

All the indicators are blinking.



AFL005S

A maintenance error has occurred.

Turn the power off, and then on.

If that does not clear the error, contact your sales or service representative.

⇒ [Where to Inquire](#)

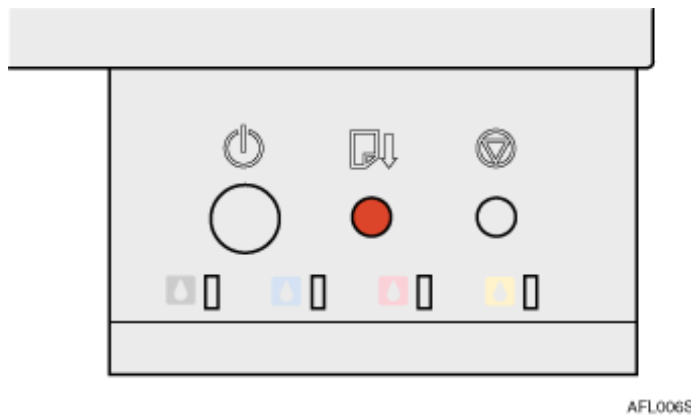
The [Test Paper Feed/Resume] key is lit.

(The [Power] key may be lit or blinking at the same time.)

There may be a problem with feeding paper.

Check the printer and paper, and then press the [Test Paper Feed/Resume] key.

⇒ [Paper Is Not Fed or Delivered Normally](#)

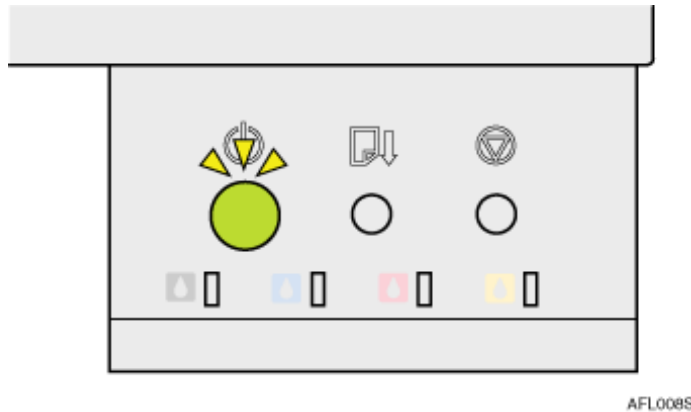


The paper tray may be empty.

Load the paper tray, and then press the [Test Paper Feed/Resume] key.

⇒ [Loading Paper](#)

The [Power] key is blinking.



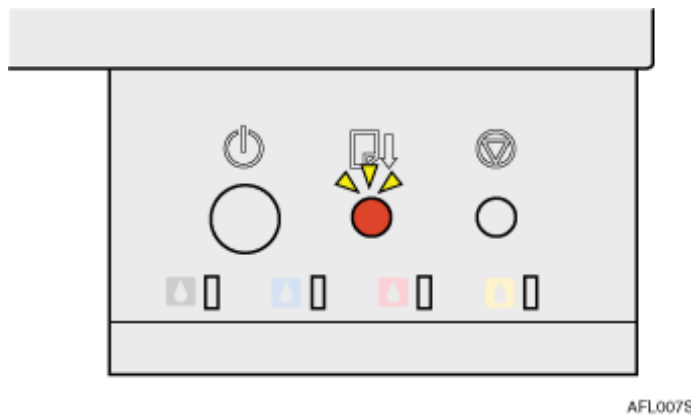
The printer is either warming up or receiving print data.
(If the blinking is slow, the printer is in standby mode with its main power off.)

If the blinking continues, the temperature inside the printer may be outside of the operating temperature range.

Turn the power off, move the printer to a location where the temperature is within the range 10-32°C (50-89.6°F), and then turn the power on.

⇒ [Out of Printable Temperature Range](#)

The [Test Paper Feed/Resume] key is blinking.
(The [Power] key may be lit or blinking at the same time.)



The duplex unit may not be installed correctly. Install the duplex unit correctly, and then press the [Test Paper Feed/Resume] key.

⇒ [Duplex Unit Not Detected](#)

A cover may be open.

Close the cover, and then press the [Test Paper Feed/Resume] key.

⇒ [Cover Open](#)

Paper may be jammed.

Remove the jammed paper, and then press the [Test Paper Feed/Resume] key.

⇒ [Paper Jam](#)

The temperature inside the printer may have gone outside of the operating temperature range while the power was on, or the temperature may be outside of the operating temperature range now.

Turn the power off, move the printer to a location where the temperature within the range 10-32°C (50-89.6°F), and then turn the power on.

⇒ [Out of Printable Temperature Range](#)

Paper of the correct size may not be loaded.

Load paper of the correct size, or change the printer driver settings.

⇒[Paper Size Mismatch \(Bypass Tray\)](#) , [Paper Size Mismatch \(Paper Tray\)](#) .

Reference

- For details about what conditions the printer can be used under (ambient temperature and humidity range), see "Checking the Installation Area", the Setup Guide.

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[Replacing a Print Cartridge](#) > Checking the Remaining Ink

Checking the Remaining Ink

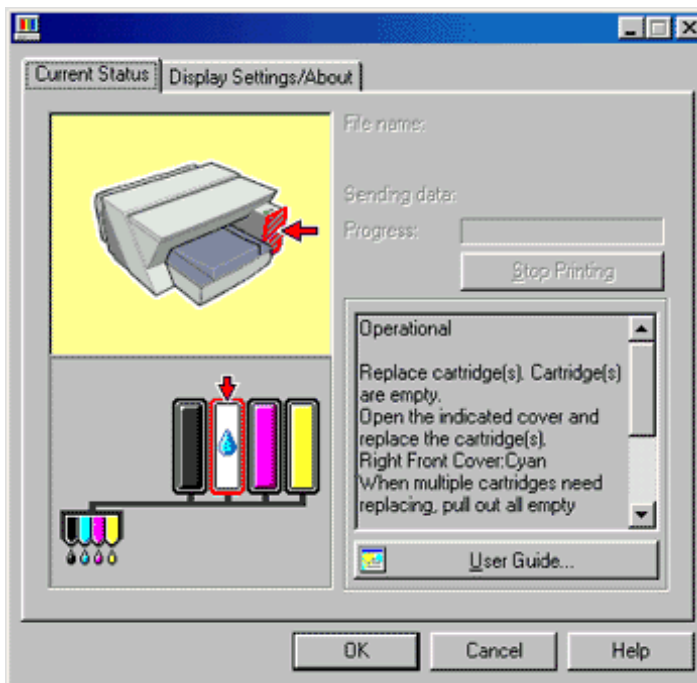
Follow the procedure below to check when to replace Print cartridges using the Printer Status monitor or the low ink indicators.

Checking using the Printer Status monitor

- 1** Open the printer properties dialog box.
- 2** Click the [Maintenance] tab.
- 3** Click [Printer Status].

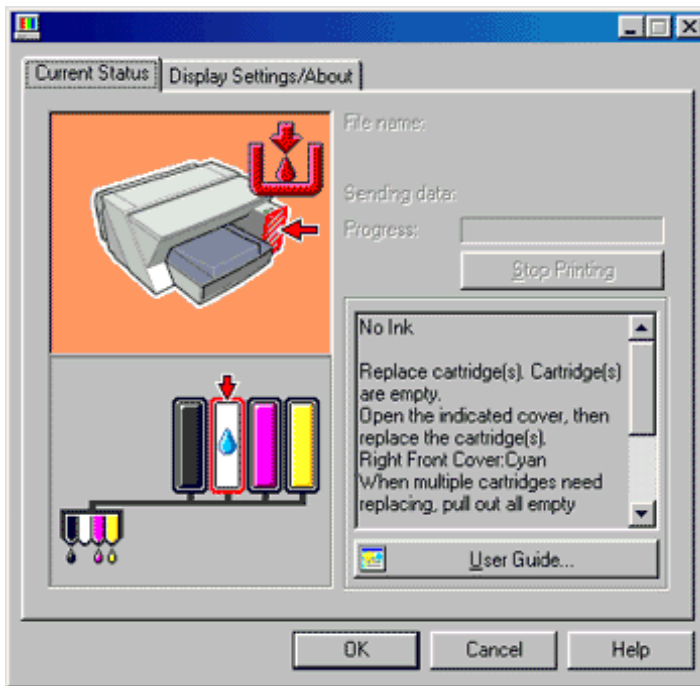
The Printer Status monitor dialog box appears.

- 4** Check the ink level illustration.



In the illustration above, the cyan Print cartridge is empty.

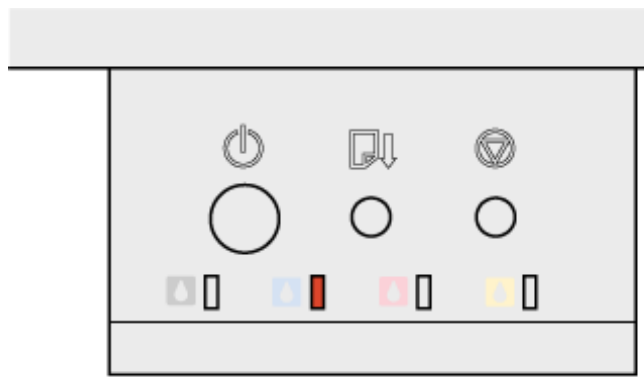
If the background of the image in the top left corner of dialog box is yellow, the indicated cartridge is empty. Replace the cartridge.



In this illustration, the cyan ink has completely run out.

If the background of the image in the top left corner of dialog box is red, the printer has run out of the indicated ink. Replace the cartridge.

Checking the low ink indicators of the printer



AFL002S

- **Blinking**
In the illustration above, the cyan Print cartridge is empty.
- **Lit**
In the illustration above, the cyan ink has completely run out.

↓ Note

- From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.

Reference

- [Opening the Printer Status Monitor](#)

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Replacing a Print Cartridge

Follow the procedure below to replace an empty Print cartridge.

Clear any errors, such as when there is a paper jam or when no paper is loaded, before replacing a Print cartridge.



1 Remove the Print cartridges' packaging.

↓ Note

- If multiple cartridges are empty, replace all the empty cartridges. You can shorten the time for needed replacement.

2 Open the right front cover.

3 Take out the empty cartridges.

4 Check the cartridges' orientation, and then install them gently.

Install in the following order from the left: black, cyan, magenta, and yellow.

★ Important

- Take care to install the cartridges in the correct position.

5 Push in the cartridge using the PUSH area.

6 Close the right front cover.

📖 Reference

- [Recommended Consumables](#) 

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Handling Print Cartridges

Important points about handling Print cartridges are explained.

CAUTION

- If ink comes into contact with your eyes, rinse immediately in running water. For other symptoms, consult a doctor.
- If ink is ingested, induce vomiting by drinking a strong saline solution. Consult a doctor immediately.
- If your skin comes into contact with ink, immediately wash the affected area with water or soap and water.

CAUTION

- Keep the ink or ink container out of reach of children.

About Print cartridges

- Print cartridges comply with the manufacturer's safety specifications. To ensure safety and reliability, use genuine Print cartridges.
- When using the printer for the first time, install the Print cartridges supplied with the printer.

Using Print cartridges

- Print cartridges should be opened before their expiration date and used within six months of being opened.
- Do not open the package of a Print cartridge until the cartridge will be installed in the printer.
- Do not touch the ink supply port of Print cartridges.
- Do not shake Print cartridges strongly. Ink may leak out.
- Do not take apart Print cartridges.
- Do not open the right front cover except when installing Print cartridges. Do not turn off the power or unplug the power cord during the process of installing the cartridges.
- Always confirm the color of a Print cartridge before installing it.
- Do not remove a Print cartridge once it has been installed unless necessary.
- Do not remove a Print cartridge while printing is being performed. Printing will stop.
- When you replace the cartridge, the printer is topped up with ink. If there is a cartridge that is not replaced with little amount of ink remaining at that time, "No Ink" may appear instead of "Cartridge(s) are empty." This does not mean that the printer is malfunctioning. Replace the empty cartridge.

Storing Print cartridges

- Avoid storing Print cartridges in hot or freezing places.

Ink consumption

- In addition to printing, ink is consumed when the power is turned on, head cleaning is performed, or Print cartridges are installed.

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Setting Up a Server

Follow the procedure below to set up a print server so that the printer can be shared by users.

↓ Note

- Configure a computer connected to the printer as the print server.
- The print server is a computer used to manage the shared printer on the network.

1 On the [Start] menu, point to [Settings], and then click [Control Panel].

2 Double-click [Network].

3 Click [File and Print Sharing...].

4 Select the [I want to be able to allow others to print to my printer(s).] check box.

5 Click [OK].

6 Install the printer driver.

7 On the [Start] menu, point to [Settings], and then click [Printers].

↓ Note

- Under Windows XP Professional, click [Printers and Faxes] on the [Start] menu.
- Under Windows XP Home Edition, click [Control Panel] on the [Start] menu. Click [Printers and Other Hardware], and then click [Printers and Faxes].

8 Click the icon of the printer, and then click [Sharing...] on the [File] menu.

9 Click [Shared as:], and then enter a name in the [Shared as:] box.

10 Click [OK].

↓ Note

- Configure a computer connected to the network, where the print server is connected, as a client computer.

📖 Reference

- For details about installing the printer driver, see "Installing the Printer Driver", the Setup Guide.
- [Setting Up a Client Computer](#) 

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Setting Up a Client Computer

Follow the procedure below to configure a computer as a client computer and connect it to the shared printer. Make this setting when installing the printer driver from the CD-ROM provided.

★ Important

- For Windows 2000/XP, Windows Server 2003, and Windows NT 4.0, log on as an administrator (a user with an administrator right).

↓ Note

- Configure a computer connected to the network where the print server is connected.

1 Start Windows, and then insert the "Drivers & Manual" CD-ROM into the CD-ROM drive.

↓ Note

- Quit all other applications currently running.
- When starting Windows, a wizard for adding new hardware may open. If this happens, click [Cancel]. Check again that the power is off, and then proceed to step **2**.
- When the CD-ROM is inserted, the [Drivers and Manual] dialog box appears. If it does not, double-click the CD-ROM drive icon under [My Computer] or [Explorer], and then double-click [SETUP.EXE].

2 Select a language for the interface, and then click [OK].

The following languages are available:

Deutsch (German), English (English), Espanol (Spanish), Francais (French), Italiano (Italian), Nederlands (Dutch)

The default interface language is English.

3 Click [Printer Driver].

4 Read the license agreement, and then click [I accept the agreement.].

5 Click [Next >].

6 Click [Connected via LAN].

7 Click [Next >].

8 Click the plus mark next to a printer name.

9 Click [Port:] under [Printer Name:].

10 Click [Add].

The [Add Port] dialog box appears.

11 Click [Network Printer].

12 Click [OK].

13 Select a shared printer.

14 Click [OK].

15 Check that [<\servername\sharedprintername>] appears after [Port:].
Installation starts.

16 Click [Finish].

17 Check the installation result, and then click [Finish].



- If the message prompting you to restart the computer appears, restart the computer.

Reference

- For details about installing the printer driver, see "Installing the Printer Driver", the Setup Guide.
- [Setting Up a Server](#) 

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Where to Inquire

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Recommended Consumables

Consumables recommended for this printer are listed.

Purchase necessary consumables before your supply runs out.

For information about consumables, contact your sales or service representative.

Print cartridges

- Regular type

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Option and Consumables

The optional Duplex Unit AD480 is available. If the duplex unit is installed, both sides of paper can be printed on automatically.



- For information about options and consumables, contact your service representative.

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Color Guide

The RGB and CMYK color models are explained.

Related topics

[Color Printing Mechanism](#) [Color Production Method of Printers](#) [Top](#) | [◀ Previous](#) • [Next ▶](#) |

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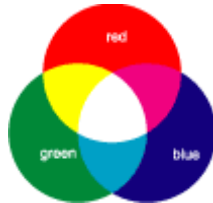
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Color Printing Mechanism

The three primary colors of light (RGB) and the three primary colors of Pigment (CMY)

All light can be produced using a mixture of three colors known collectively as RGB. R stands for red, G for green, and B for blue. When mixed in the same proportion, white light is created.



↓ Note

- The three RGB colors are called the primary colors of light. The RGB colors are also used to produce the colors displayed on the screen of a computer.

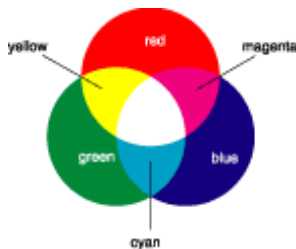
Printed colors are produced using a mixture of the three CMY colors. C stands for cyan, M for magenta, and Y for yellow. When mixed in the same proportion, black is created.



↓ Note

- The CMY colors are called the primary colors of pigment. Printers use CMY colored ink plus K (black) colored ink to print in full color.

The primary colors of light (RGB) can be mixed to produce the secondary colors of cyan, magenta, and yellow. Conversely, the primary colors of pigment (CMY) can be mixed to produce red, green, and blue. When two primary colors are mixed, the resulting color is the complimentary color of the remaining primary color. Red and cyan, green and magenta, and blue and yellow are pairs of complementary colors.

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Color Production Method of Printers

Printers use cyan (C), magenta (M), and yellow (Y) colored ink plus black (K) colored ink to print in full color.

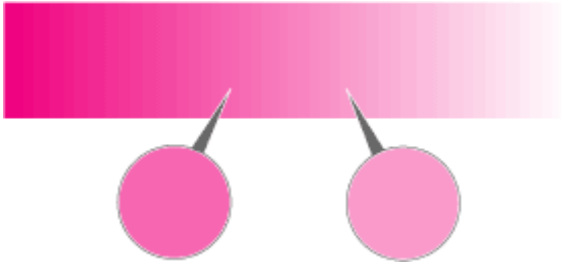
↓ Note

- If equal proportions of the three CMY colors are mixed, in theory, pure black should be produced. In practice, the resulting printed color is not pure black and has an inferior feel due to the limitations of printing. In order to reproduce a distinct black color, normally black ink is used when printing color images.

For example, a cyan image can be printed using only cyan ink without any complications; however, a full color image can be made up of over 16 million subtly different colors. These complicated colors are produced by translating them into proportions of CMYK ink dots per unit area.



In addition, the same color in an image can have lighter and darker parts. These shades of color are produced by varying the amount of ink dots per unit area.

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Guide to Components

The names and functions of parts of the printer body, control panel, and options are explained.

Related topics

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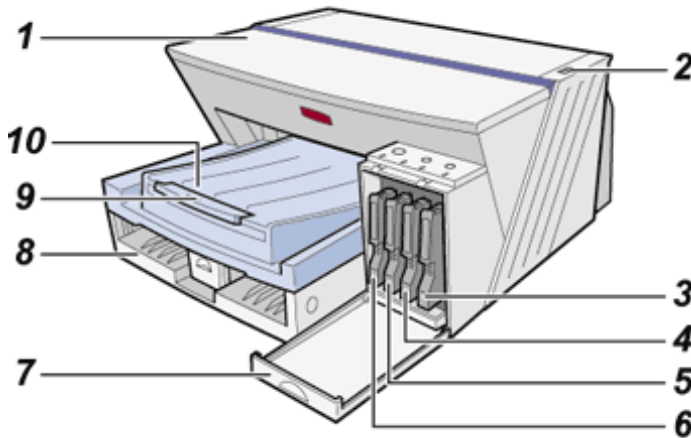
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Printer Body



1. Top cover

Keep this cover closed during printing. If you cannot locate paper jams, or jammed paper cannot be removed easily, you can check the condition of paper from the top of the printer.

2. Envelope selector

For envelopes, set the lever to the rear position ; for everything else, set the lever to the forward position .

3. Print cartridge (yellow)

4. Print cartridge (magenta)

5. Print cartridge (cyan)

6. Print cartridge (black)

7. Right front cover

Open to install or replace Print cartridges.

8. Paper tray

Load paper here.

9. Output tray extension

Pull out when using paper larger than A4 to keep the printed paper from falling.

10. Output tray

Prints are delivered to this tray.

When using paper larger than A4, pull out the output tray extension.

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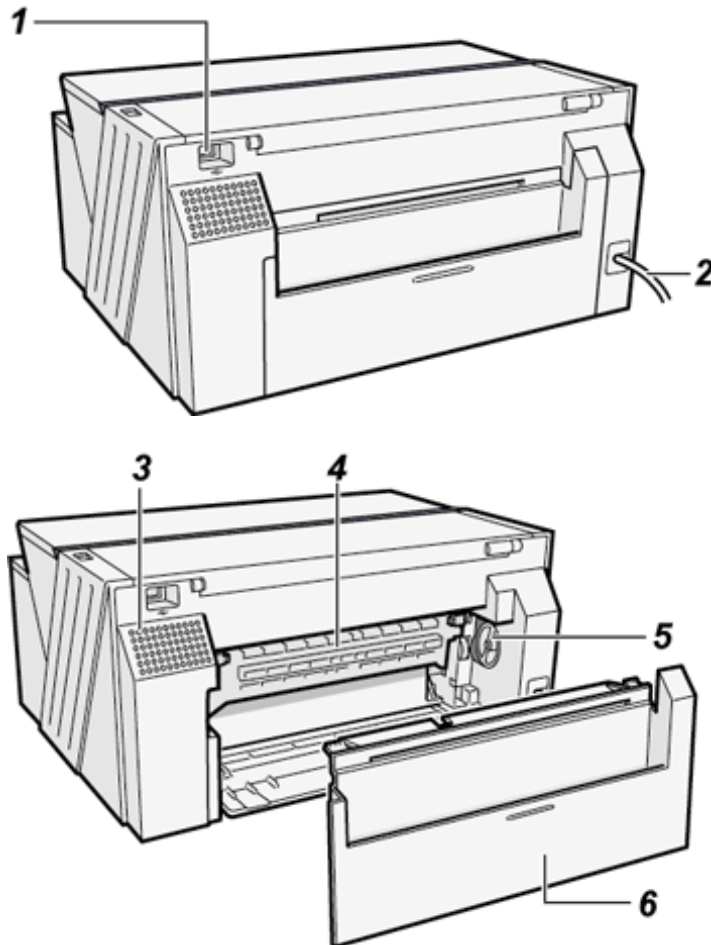
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Printer Rear



1. USB slot

Connect the USB cable from the computer here.

2. Power cord

Plug the power cord into a wall outlet.

Connect the grounding wire attached to the power plug directly to a grounding terminal.

3. Vent

Air is vented here to prevent the inside of the printer from getting too warm. Do not lean anything against the vent or block it in any way. If the inside of the printer gets too warm, a breakdown could occur.

4. Guide board

Open to remove paper jammed inside the printer.

5. Paper feed wheel

Use to wind out paper jammed around the guide board.

6. Rear cover

When paper jams around the guide board occur, detach the cover. Small items, such as booklets etc., can be place in the rear pocket.

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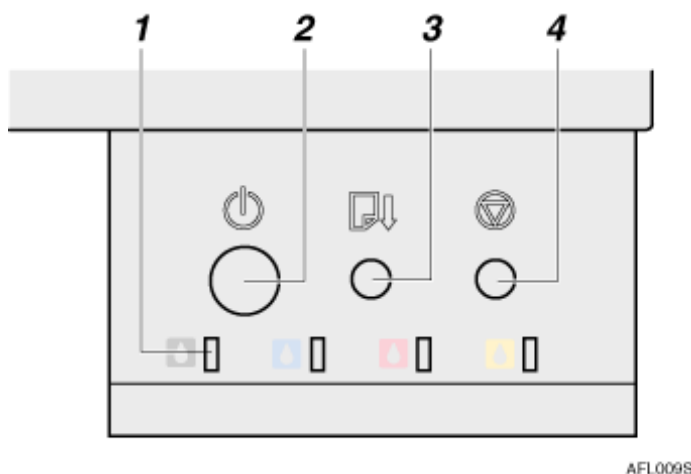
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Control Panel



AFL009S

1. Low ink indicators

- The indicators correspond to the positions of the Print cartridges. From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.
- When an indicator is blinking, the corresponding Print cartridge is empty. Printing can continue using the ink remaining in the printer, but the Print cartridge should be replaced soon.
- When an indicator is lit, the ink of the corresponding color has completely run out. Printing cannot be performed. The Print cartridge should be replaced immediately.
- When all ink indicators are lit, a Print cartridge is not installed or is incorrectly installed. Make sure that the Print cartridges are correctly installed.

2. [Power] key

- Press to turn the power on and off.
- To turn the power on, press the key for one second until it lights.
- After the power is turned on, the [Power] key will blink until the printer is ready for printing at which point the key will stop blinking and stay lit.
- The [Power] key will also blink when the printer is processing data.
- When the power is turned off, the key will blink slowly until the printer has completely shut down at which point the key will be dark.
- When the power is off, while holding down the [Cancel] key and the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and a print sample will be delivered.
-  means "standby".

3. [Test Paper Feed/Resume] key

- Press to resume printing after dealing with an error.
- This key lights or blinks when paper runs out or a paper jam or error occurs.
- When using the bypass tray, press this key to start printing after inserting paper.
- When the power is off, while holding down the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and a blank sheet will be delivered.

4. [Cancel] key

- Press to cancel printing.
- If the [Cancel] key is pressed and held down for over three seconds, the [Power] key will blink and head cleaning

will be performed for all four colors.

- When the power is off, while holding down the [Cancel] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and the nozzle check test pattern will be printed.

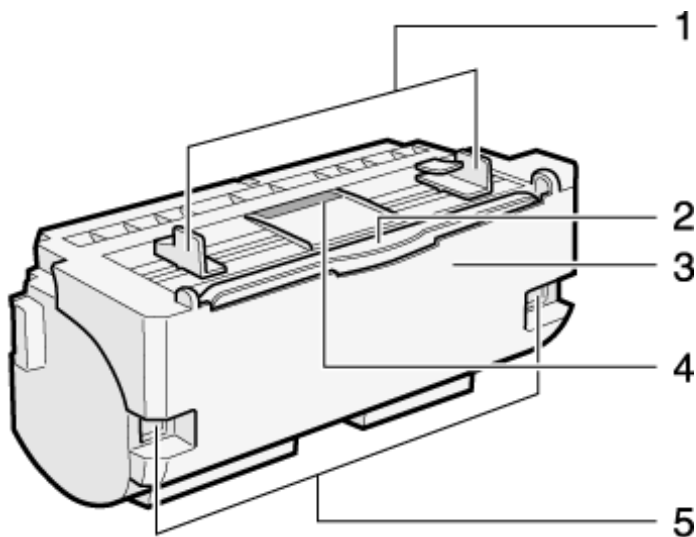
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Option

Duplex Unit AD480

For printing using the bypass tray, attach the duplex unit.



1. Bypass tray guides

Slide the left and right guides in to match the size of paper being used in the bypass tray.

2. Bypass tray extension

Pull this out when printing using the bypass tray.

3. Duplex unit cover

Open to remove paper jammed inside the duplex unit.

4. Duplex unit cover button

Push to open the duplex unit cover.

5. Duplex unit locks

Use to lock or unlock the duplex unit when attaching or detaching it.

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Cleaning

Clean the outside of the printer regularly to maintain the condition of the printer.

WARNING

- To avoid hazardous electric shock, do not remove any covers or screws other than those specified in this manual. When the machine needs to be checked, adjusted, or repaired, contact your service representative.
- Do not take apart or attempt any modifications to this machine. There is a risk of fire, electric shock, explosion or loss of sight.

To clean the exterior of the printer, wipe it with a soft, dry or damp cloth. If the dirt does not come off, wipe the printer first with a cloth moistened with a neutral detergent, then with a damp cloth, and finally with a dry cloth.

Important

- Do not use volatile chemicals like benzene or thinner, or insecticides on the printer. Using these chemicals could deform, crack, or change the color of the printer.
- When wiping the printer with a cloth moistened with detergent, be sure to wipe only the exterior.

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Moving

The precautions when moving the printer a short distance or long distance are explained.

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Moving a Short Distance

Follow the procedure below to move the printer a short distance such as in the same room or when the options are attached.

CAUTION

- The printer weighs approximately 10 kg (22.1 lb.).
- When moving the machine, hold the machine by the bottom below the two indentations. Lift the machine slowly in order to avoid straining your body. Lifting the machine without sufficient strength or assistance or handling it roughly and dropping it could cause an injury.

CAUTION

- Unplug the power cord from the wall outlet before you move the machine. While moving the machine, you should take care that the power cord will not be damaged under the machine.

CAUTION

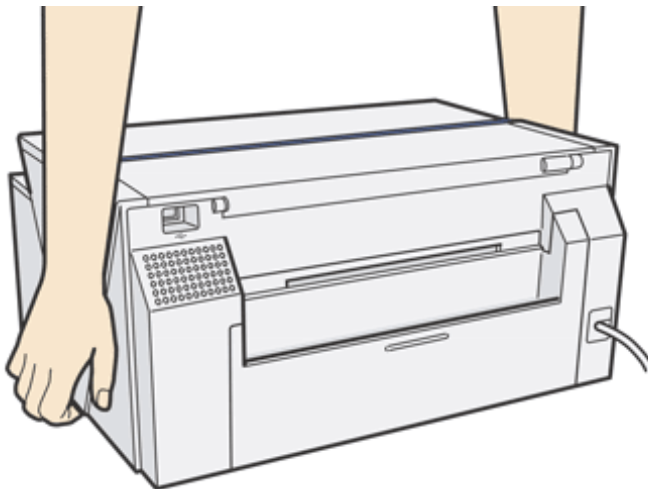
- When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).

1 Turn the power off, disconnect the USB cable, and then unplug the power cord from the wall outlet.

Important

- To make sure the print heads are capped when the machine is off, always switch the machine off from the control panel. Switching off in any other way may leave the print heads uncapped, possibly leading to printing problems.

2 Hold the bottom of the printer below the indents on the lower sides of the printer, and then slowly lift and move the printer without tilting it.



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Moving a Long Distance

- 1 Turn the power off, disconnect the USB cable, and then unplug the power cord from the wall outlet.**

★ Important

- To make sure the print heads are capped when the machine is off, always switch the machine off from the control panel. Switching off in any other way may leave the print heads uncapped, possibly leading to printing problems.

- 2 Pack the printer for transport when moving it a long distance such as when changing office or residence. Disconnect all cables, place the printer in the box it was in when purchased, and transport in a level manner.**

Contact sales or service representative for details.

↓ Note

- The inside of the printer may become dirty if the printer is not level when transported.

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When Not Using for a Long Period of Time

When the printer will not be used for a long period of time, turn the power off, disconnect the USB cable, and unplug the power cable from the wall outlet.

Be careful of the following:

- The nozzles of the print-heads may dry out and become clogged. To prevent this, periodically print something. Even if you do not print anything, turn the printer on for a few minutes once a month.
- If you do not use the printer for a long period of time, always check if the nozzles are clogged by printing a nozzle check test pattern. Clean the print-heads as necessary, and then begin printing.
- If you do not use the printer for a long period of time, printing may not be performed normally even if head cleaning is performed multiple times. If this happens, turn the power off and leave the printer alone for a while. Then, turn the power on again and perform the nozzle check and head cleaning.

Note

- After head cleaning is performed multiple times, clogged ink will dissolve over time, and normal printing may become possible.
- If there is no improvement after performing the steps above, contact sales or service representative.

Reference

- [Where to Inquire](#) 
- [Nozzle Check](#) 
- [Clean Print-heads \(Normal\)](#) 
- [Clean Print-heads \(Full\)](#) 

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Specifications

Specifications of the printer and options are listed.

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Printer Body

Print speed

Measurements according to the manufacturer's measurement system

Black draft: 19 ppm

Black standard (speed priority): 12 ppm

Color draft: 19 ppm

Color standard (speed priority): 12 ppm

Depending on the operating environment, printing may take longer than normal.

Print direction

Supports bidirectional, minimum distance printing

Print resolution

Max 3600 × 1200 dpi equivalent

Nozzles

Black: 192 nozzles

Cyan, magenta, and yellow: 192 nozzles per color

Paper sizes (Tray 1 : standard)

A4 (portrait), B5 (portrait), A5 (landscape), A6 (portrait), Legal (portrait), Letter (portrait), 5 1/2"×8 1/2" (landscape), Executive (portrait) (184.2 mm × 266.7 mm (7.3 × 10.5 inches)), F (portrait) (203.2 mm × 330.2 mm (8.0 × 13.0 inches)), Foolscap (F4) (portrait) (215.9 mm × 330.2 mm (8.5 × 13.0 inches)), Folio (portrait) (209.5 mm × 330.2 mm (8.3 × 13.0 inches)),

Custom paper sizes: 148-356 mm (length) × 90-216 mm (width), (5.9-14.1 inches (length) × 3.6-8.5 inches (width))

Paper sizes (Bypass tray)

Standard paper size: A4 (portrait), B5 (portrait), A5 (landscape), A6 (portrait), Legal (portrait), Letter (portrait), 5 1/2"×8 1/2" (landscape), Executive (portrait) (184.2 mm × 266.7 mm (7.3 × 10.5 inches)), F (portrait) (203.2 mm × 330.2 mm (8.0 × 13.0 inches)), Foolscap (F4) (portrait) (215.9 mm × 330.2 mm (8.5 × 13.0 inches)), Folio (portrait) (209.5 mm × 330.2 mm (8.3 × 13.0 inches)), Com10 (portrait) (104.8 mm × 241.3 mm (4.2 × 9.5 inches)), Monarch (portrait) (98.4 mm × 190.5 mm (3.9 × 7.5 inches)), C6 (portrait) (114 mm × 162 mm (4.5 × 6.4 inches)), C5 (portrait) (162 mm × 229 mm (6.4 × 9.1 inches)), DL Env (portrait) (110 mm × 220 mm (4.4 × 8.7 inches))

Custom paper sizes: 148-1295.4 mm (length) × 90-216 mm (width), (5.9-51.0 inches (length) × 3.6-8.5 inches (width))

Paper type

Plain paper

Recycled paper

Color paper

Inkjet plain paper

Semi-gloss photo paper

Inkjet transparency

Paper weight

Tray 1/optional tray: 60-105 g/m² (114.7-198.5 lb.)

Bypass tray: 60-163 g/m² (114.7-297.7 lb.)

Maximum paper capacity

Tray 1: 200 sheets

Bypass tray: 1 sheet

Output tray capacity

150 sheets

The capacity may be less depending on the images printed.

Power supply

220-240 V, 0.3 A, 50/60 Hz (when fully equipped)

Power consumption

Average power consumption while printing: 27 W or less

Energy Saver mode: less than 6 W

When power is off: 0.3 W or less

To avoid any power consumption, disconnect the power plug from the wall outlet.

(Disconnect the power plug after turning the power off with the [Power] key.)

Operating environment

Temperature: 10 to 32°C (50 to 89.6°F)

Humidity: 15-80% RH (maximum wet-bulb temperature: 25°C (77°F))

Printing may stop to protect the printer for conditions outside those described above.

Storage environment

Temperature: -20 to 43°C (-4 to 109.4°F)

Humidity: 15-80% RH

External dimensions

(W × D × H) 403 × 440 × 218 mm (15.9 × 17.4 × 8.6 inches)

Weight

Approximately 10 kg (22.1 lb.) (printer body with consumables)

Noise emission

Approximately 45 dB (high quality mode)

Interface

USB2.0 High Speed

Printer language

RPCS Raster

Print cartridges

Types and yields measured using A4 (Letter) 5% chart printed in standard (speed priority) mode.

Print cartridge black: approximately 1450 sheets

Print cartridge cyan: approximately 1000 sheets

Print cartridge magenta: approximately 1150 sheets

Print cartridge yellow: approximately 1150 sheets

The printing yields of Print cartridges vary depending on the number of times head cleaning is performed. Also, the printing yields of the Print cartridges packaged with the printer are lower than the yields of the Print cartridges available for purchase separately.

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Option (Duplex Unit)

Duplex Unit AD480

Paper sizes

A4 (portrait), B5 (portrait), A5 (horizontal), A6 (portrait), Letter (portrait), 5 1/2"×8 1/2" (horizontal),
Executive (portrait)

Paper type

Plain paper
Recycled paper
Color paper

External dimensions

(W × D × H) 259 × 108 × 139 mm (10.2 × 4.3 × 5.5 inches)

Weight

Approximately 0.7 kg (1.6 lb.)

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Electromagnetic Interference

If another electronic device is placed next to the printer, each will influence the other negatively. In the case of a television or radio, noise may be generated. If this happens, do the following:

- Move the television or radio as far as possible from the printer.
- Change the position of the antenna of the television or radio.
- Use a different wall outlet on a different circuit.

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About NetBSD

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Printing Will Not Start

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- Paper Will Not Feed Even When the Power Is On

Paper Is Not Fed or Delivered Normally

Paper Jam

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- Removing Paper Jammed in the Bypass Tray
- Removing Paper Jammed under the Top Cover
- Removing Paper Jammed around the Guide Board
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- Removing Paper Jammed in the Output Tray

Print Results Are Not Satisfactory

- Printing Is Uneven, Too Heavy, or Too Light
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Using the User Guide

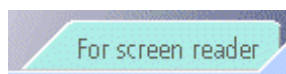
Read this manual carefully before you use this product and keep it handy for future reference. For safe and correct use, please be sure to read the Safety Information in the Setup Guide before using the machine.

This section describes the items that appear in the User Guide.

Click to display the standard version of the User Guide.



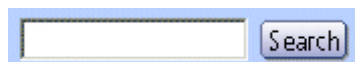
Click to display the screen-reader version of the User Guide.



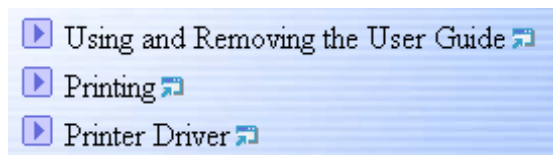
Click to display the [Settings] page. On this page, you can select the display color and whether or not to hide illustrations for procedures.



Enter a word you want to search for.



If you point to a character string, it turns blue and is underlined. Click the string to jump to the linked page.



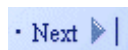
Click to display the contents.



Click to display the previous topic.



Click to display the next topic.



Click to return to the top of the displayed page.



If a description contains a hyperlink, the hyperlink appears at the bottom of each page.



- Two kinds of size notation are employed in this manual. With this machine refer to the metric version.
- Some illustrations in this manual might be slightly different from the machine.
- Certain options might not be available in some countries. For details, please contact your local dealer.

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Removing the User Guide

Follow the procedure below to remove the User Guide installed on your computer.

Removing the User Guide using its [Uninstall] function

1. Click [Start], and then point to [Programs].
2. Point to the installed [Product name], and then click [Uninstall].
3. Follow the instructions that appear to remove the User Guide.

Removing the User Guide using [Add/Remove Programs]

1. Open [My Computer], and then open [Control Panel].
2. Double-click [Add/Remove Programs].
3. Select the installed [Product name User Guide], and then click [Add/Remove...].
4. Follow the instructions that appear to remove the User Guide.

Note

- As well as removing the entire the User Guide, you can also remove selected manuals from the guide.

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Printing on Various Paper Types

The print method differs depending on the type of paper used for printing. Use a print method appropriate for each paper type.

Related topics

[Printing on Plain Paper](#)[Printing on Thick Paper](#)[Printing on Inkjet Plain Paper](#)[Printing on Inkjet Transparency](#)[Printing on Semi-gloss Photo Paper](#)[Printing on Envelopes](#)[Top](#) | [Previous](#) • [Next](#) |

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Printing on Plain Paper

Follow the procedure below to load plain paper in the paper tray and print.

1. **Load plain paper in the paper tray.**
2. **Open the printer properties dialog box from the application.**
3. **On the [Setup] tab, click [Plain] in the [Paper type:] list.**
4. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
5. **Make print settings, and then click [OK].**

Reference

- [Opening from an Application](#)
- [Paper Handling Precautions](#)
- [Loading Paper](#)

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Printing on Thick Paper

Follow the procedure below to print on thick paper and label paper. Thick paper and label paper are fed from the bypass tray.

Note

- For printing using the bypass tray on paper such as thick paper, be sure to install the duplex unit (optional).
- Paper heavier than 105 g/m² (198.5 lb.) is inserted into the bypass tray one sheet at a time. Paper lighter than that can be loaded in paper tray.

1. **Open the printer properties dialog box from the application.**
2. **On the [Setup] tab, click [Thick] in the [Paper type:] list.**
3. **Make the necessary settings, and then click [OK].**

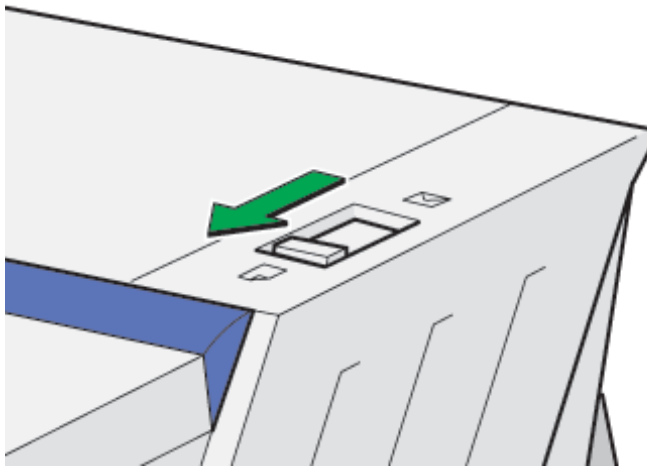
A confirmation message appears.

4. **Check the message, and then click [OK].**
5. **Make print settings, and then click [OK].**

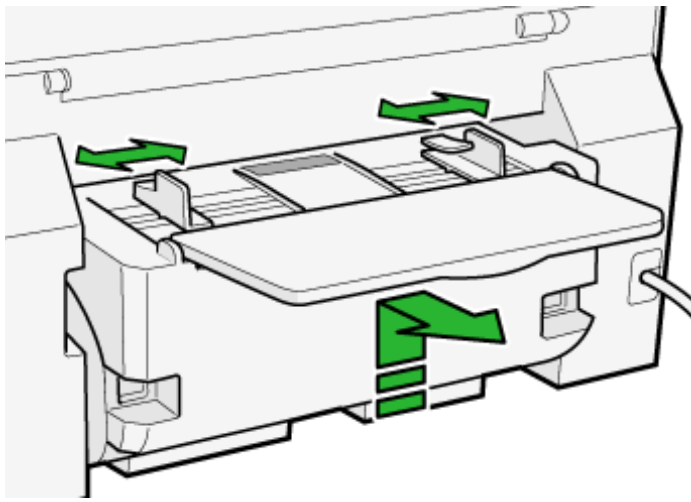
Note

- The [Test Paper Feed/Resume] key lights.

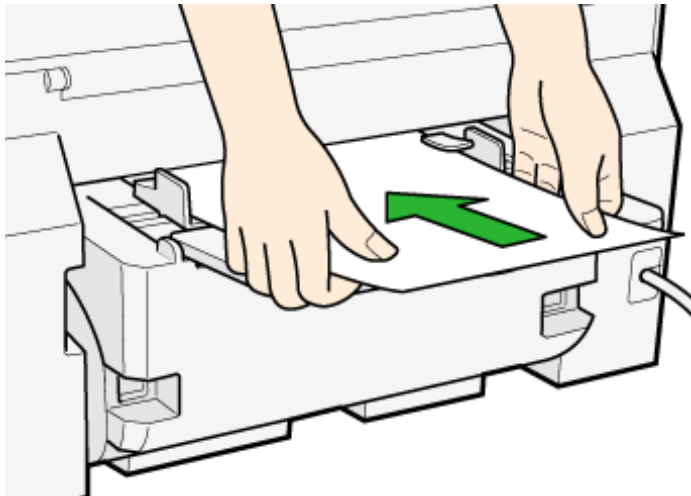
6. **Slide the envelope selector to the forward position .**



7. **Slide the bypass tray guides into position according to the paper size, and then pull the bypass tray extension out.**



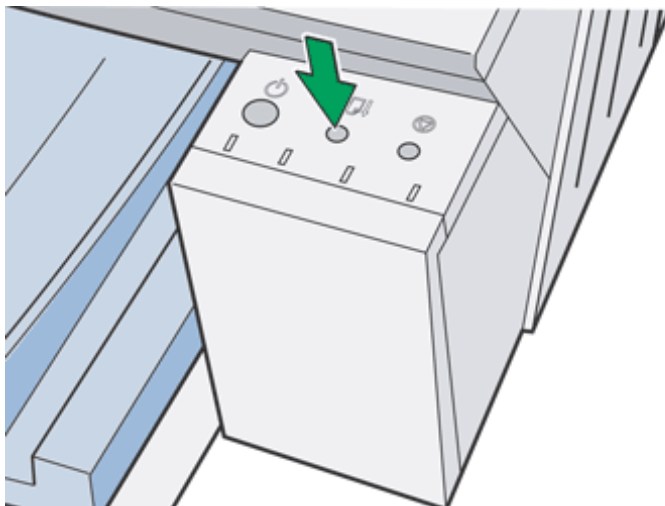
8. Insert a sheet of paper into the bypass tray with the print side face up.

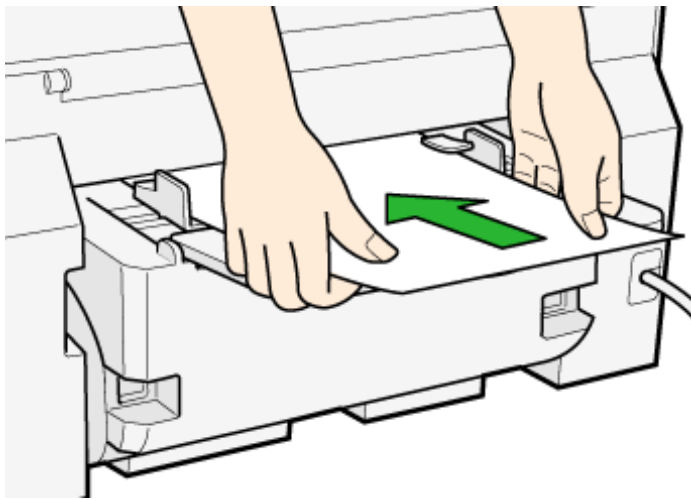


↓ Note

- Paper can only be inserted one sheet at a time.
- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.
- The thick paper should be between the top and bottom of the bypass tray guides.

9. Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.





Printing starts.

Reference

- [Opening from an Application](#)
- [Paper Handling Precautions](#)

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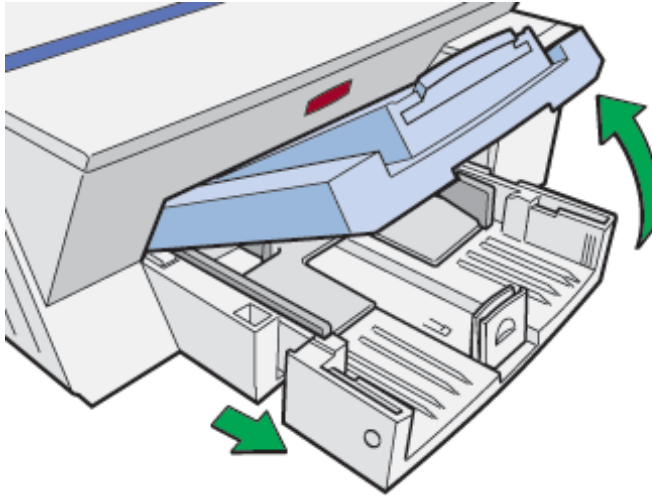
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Printing on Inkjet Plain Paper

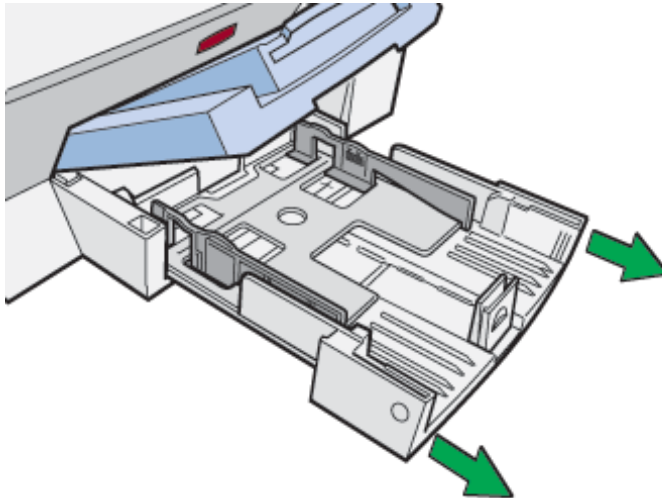
Follow the procedure below to print on inkjet plain paper.

1. **Lift the output tray.**



When the output tray is lifted, the paper tray will pop out slightly.

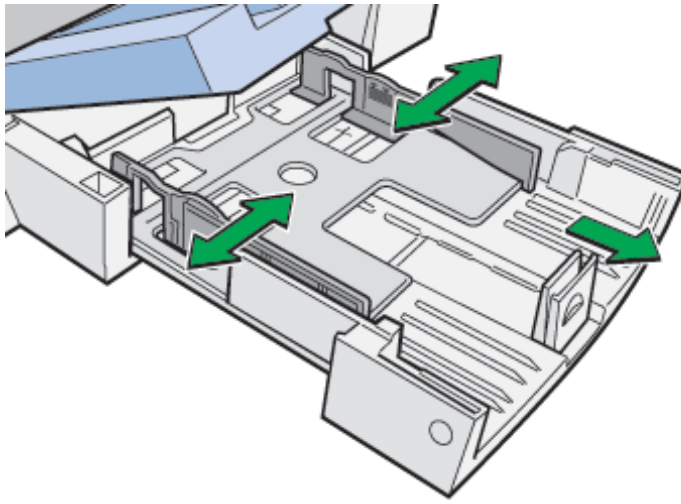
2. **Hold both sides of the paper tray, and pull it toward you.**



↓ Note

- The paper tray cannot be detached. Do not pull it forcefully.

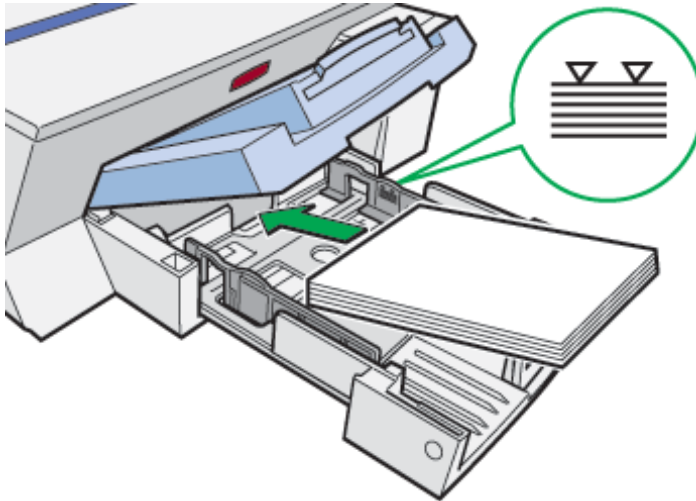
3. **Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.**



↓ Note

- Before loading paper, make sure to squeeze the front end paper guide and slide it to an open position.

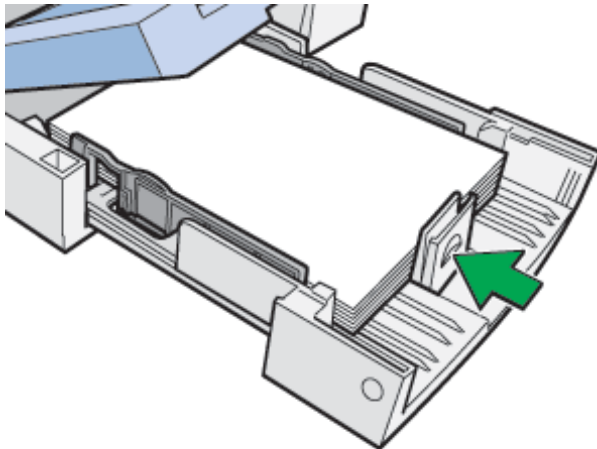
4. Load inkjet plain paper with the print side face down but not over the limit mark.



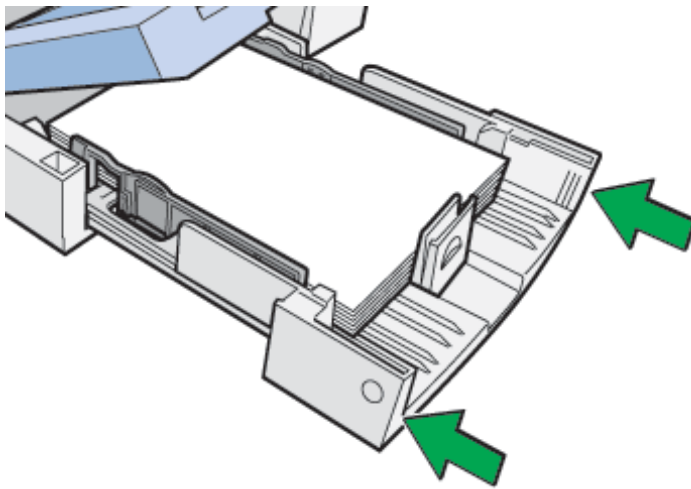
↓ Note

- Curled paper may jam. Straighten any curls before loading.

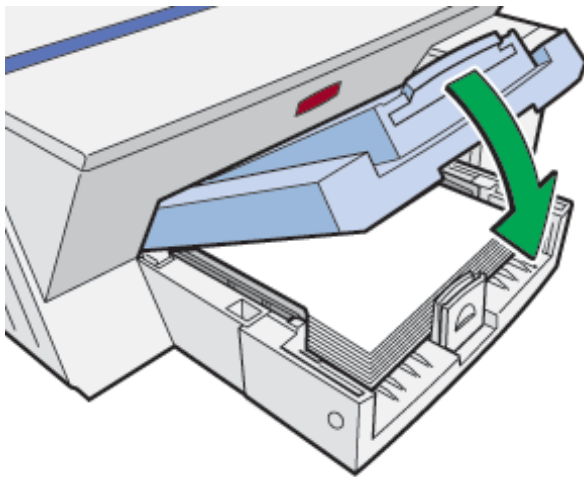
5. Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



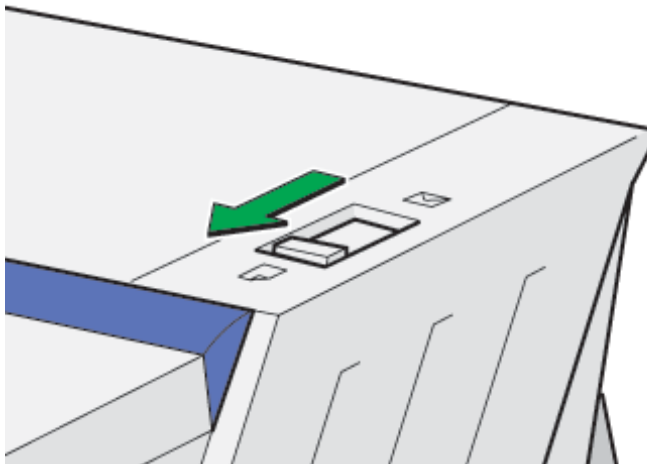
6. Hold both sides of the paper tray, and push it gently in until it stops.



7. Lower the output tray.



8. Slide the envelope selector to the forward position .



9. Open the printer properties dialog box from the application.

10. On the [Setup] tab, click [Inkjet Plain Paper] in the [Paper type:] list.



- Only one-sided printing is possible when [Inkjet Plain Paper] is selected. For duplex printing, click [Plain].

11. Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

12. Make print settings, and then click [OK].

Reference

- [Opening from an Application](#)
- [Paper Handling Precautions](#)

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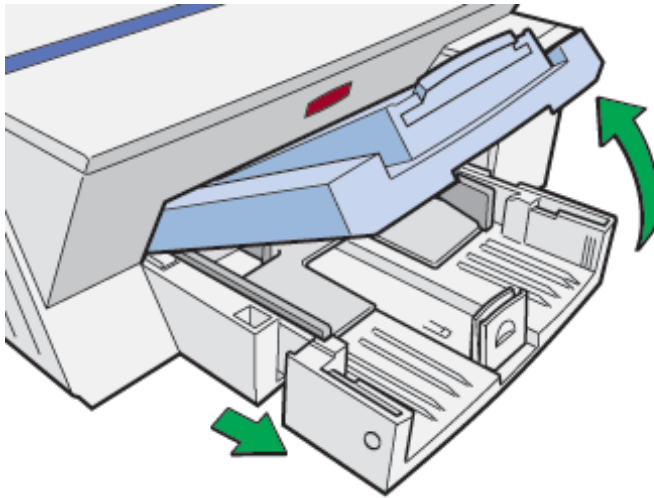
Printing on Inkjet Transparency

Follow the procedure below to print on inkjet transparency.

↓ Note

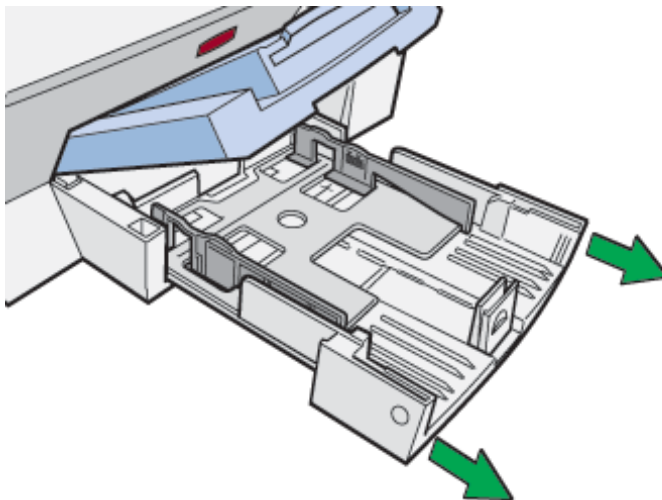
- Ink on an inkjet transparency takes some time to dry. We recommend that you remove a printed inkjet transparency from the output tray before the next inkjet transparency is delivered.
- The print delivery time interval can be set longer to avoid printed inkjet transparency from sticking together due to wet ink.

1. Lift the output tray.



When the output tray is lifted, the paper tray will pop out slightly.

2. Hold both sides of the paper tray, and pull it toward you.

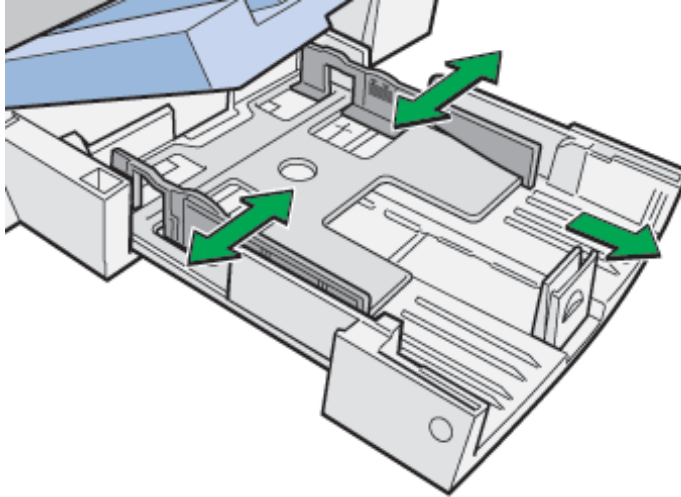


↓ Note

- The paper tray cannot be detached. Do not pull it forcefully.

3. Squeeze the paper guide release, and then slide the side paper guides into position according to the inkjet

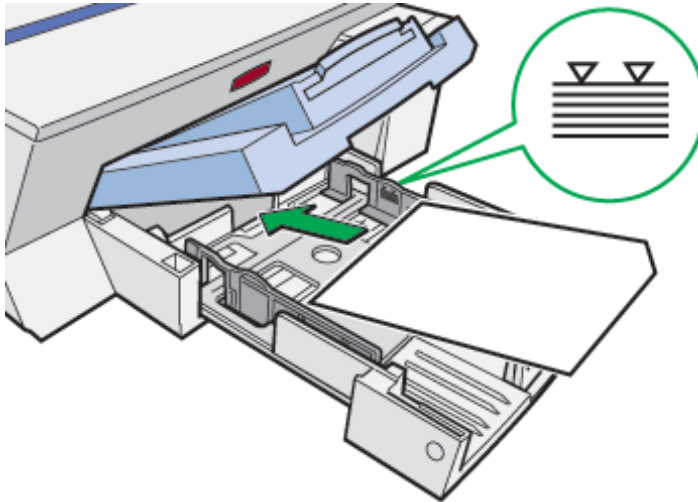
transparency size.



 Note

- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

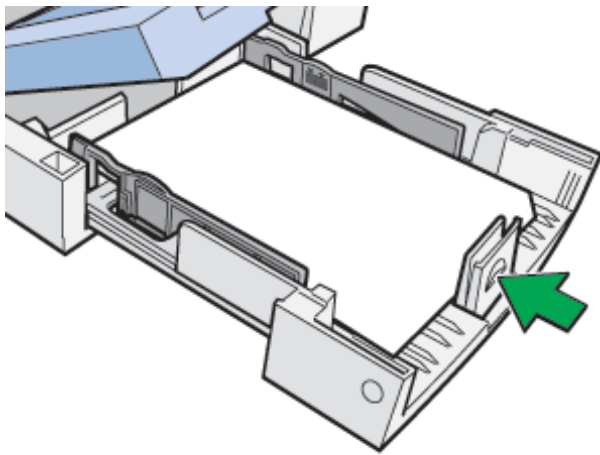
4. Load inkjet transparency into the paper tray with the notched corner in the right front corner of the tray. Do not load transparencies over the limit mark.



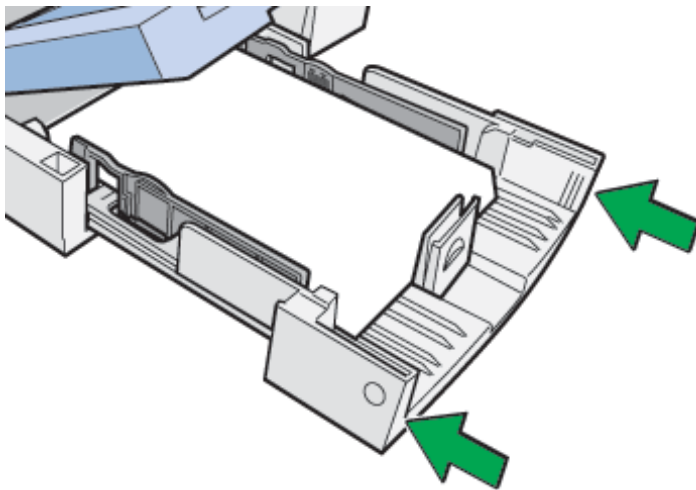
 Note

- Curled inkjet transparency may jam. Straighten any curls before loading.
- If other paper is loaded, remove it, and then load inkjet transparency.
- To prevent the leading edge of transparencies from being scratched, place transparencies one at a time.

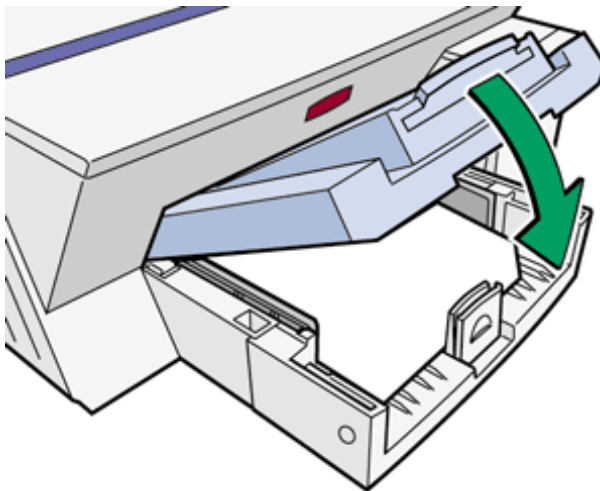
5. Squeeze the front end paper guide, and then slide it to meet the edge of the inkjet transparency.



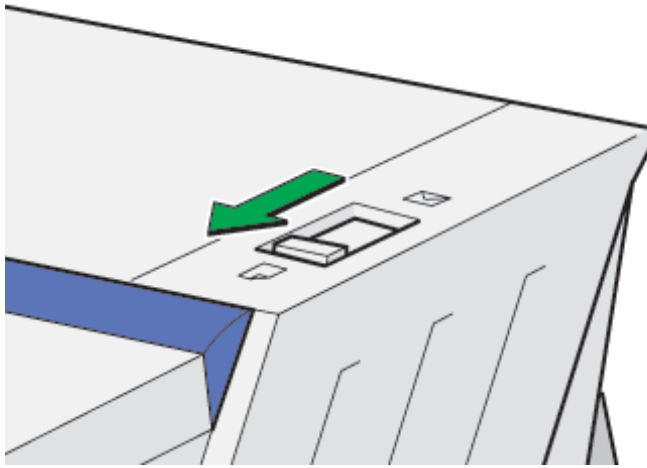
6. Hold both sides of the paper tray, and push it gently in until it stops.



7. Lower the output tray.



8. Slide the envelope selector to the forward position .



9. **Open the printer properties dialog box from the application.**
10. **On the [Setup] tab, click [Inkjet Transparency] in the [Paper type:] list.**
11. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
12. **Make print settings, and then click [OK].**

Reference

- [Opening from an Application](#)
- [Paper Handling Precautions](#)

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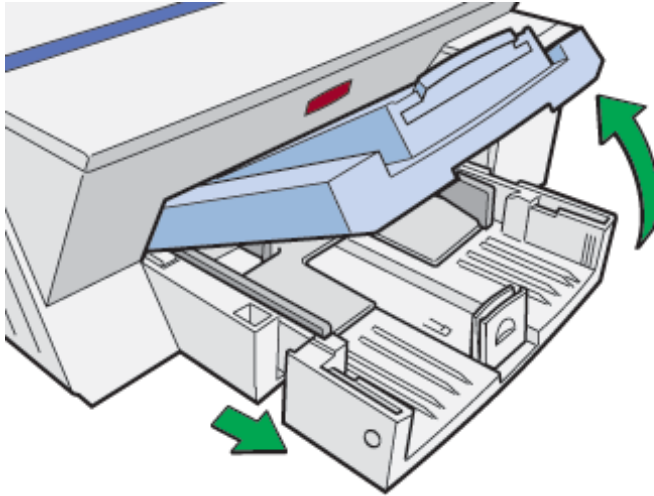
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Printing on Semi-gloss Photo Paper

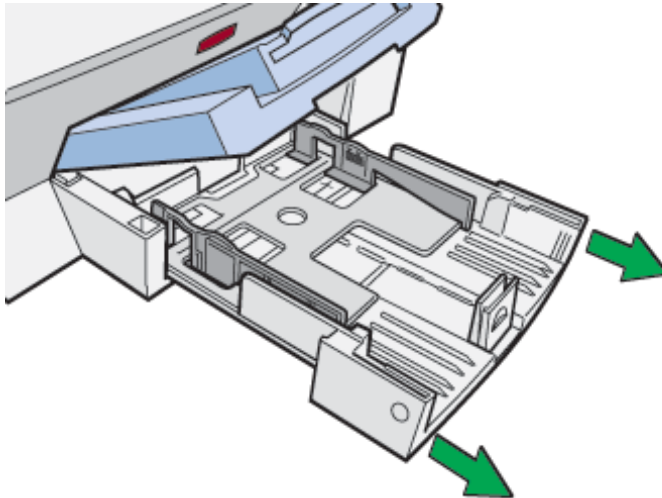
Follow the procedure below to print on semi-gloss photo paper.

1. **Lift the output tray.**



When the output tray is lifted, the paper tray will pop out slightly.

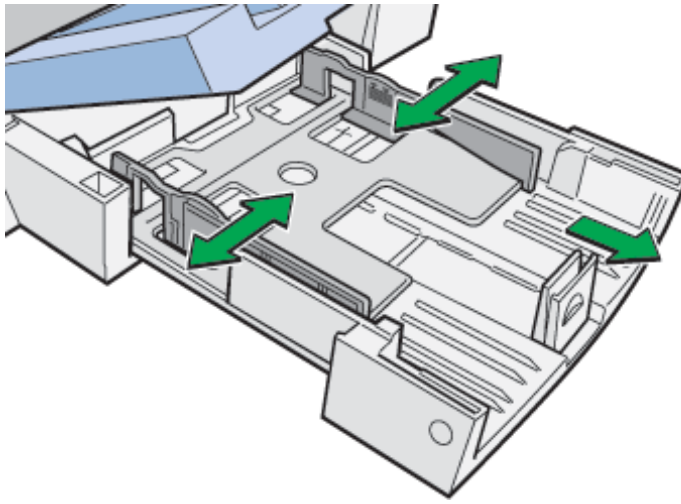
2. **Hold both sides of the paper tray, and pull it toward you.**



↓ Note

- The paper tray cannot be detached. Do not pull it forcefully.

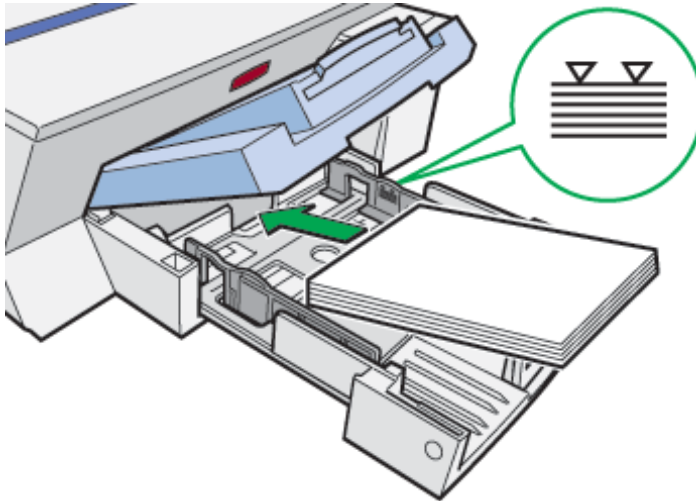
3. **Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.**



 Note

- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

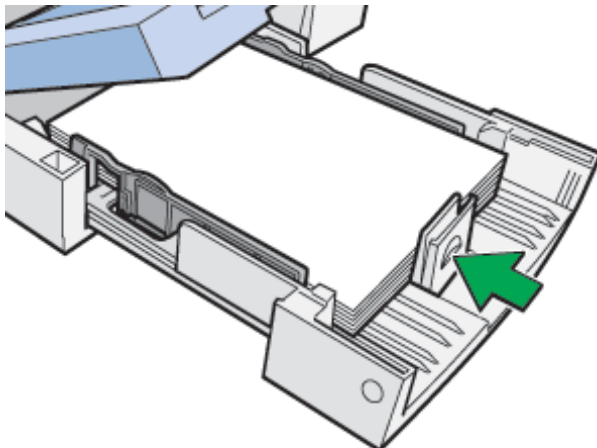
4. Load semi-gloss photo paper with the print side face down but not over the limit mark.



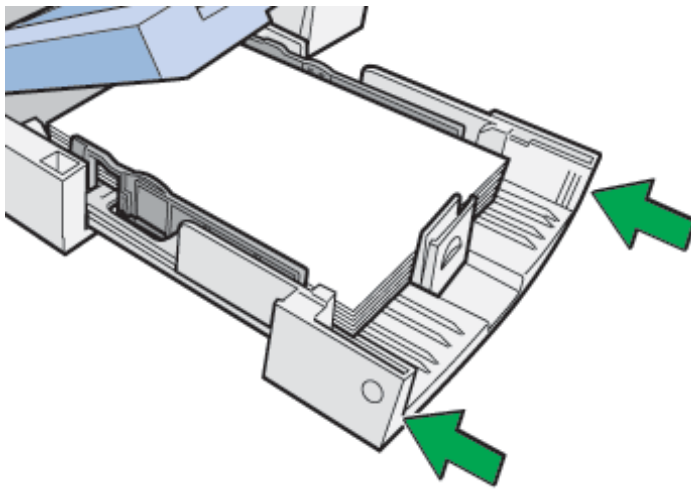
 Note

- The print side is rough and white-coated.
- Curled paper may jam. Straighten any curls before loading.

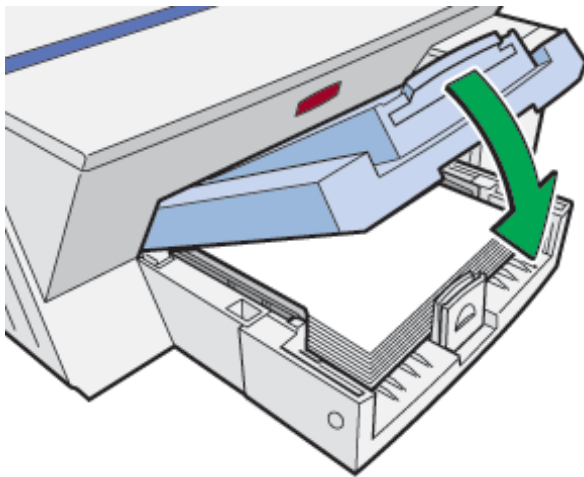
5. Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



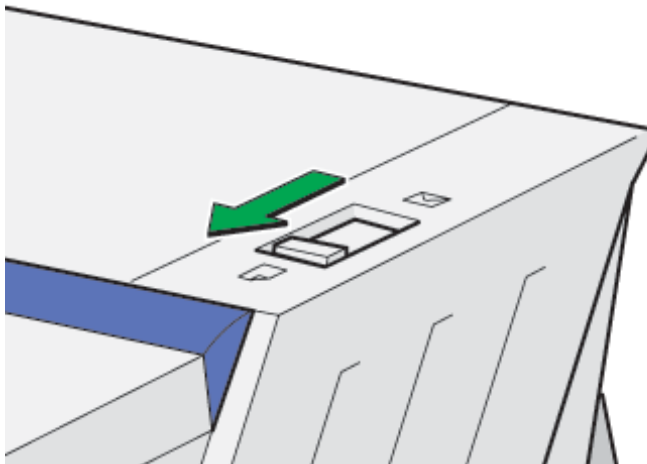
6. Hold both sides of the paper tray, and push it gently in until it stops.



7. Lower the output tray.



8. Slide the envelope selector to the forward position .



9. Open the printer properties dialog box from the application.

10. On the [Setup] tab, click [Semi-gloss Photo Paper] in the [Paper type:] list.

11. Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

12. Make print settings, and then click [OK].



- The output tray can hold up to 20 sheets of semi-gloss photo paper at a time.

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- [Paper Handling Precautions](#)

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Printing on Envelopes

Follow the procedure below to print on envelopes. The envelopes are fed from the bypass tray.

↓ Note

- Before loading envelopes, make sure their edges are sharply creased by rubbing the edges with a pen or similar object.
- Load them properly because the printable area depends on the orientation.

1. **Open the printer properties dialog box from the application.**
2. **On the [Setup] tab, click [Envelope] in the [Paper type:] list.**
3. **Make the necessary settings, and then click [OK].**

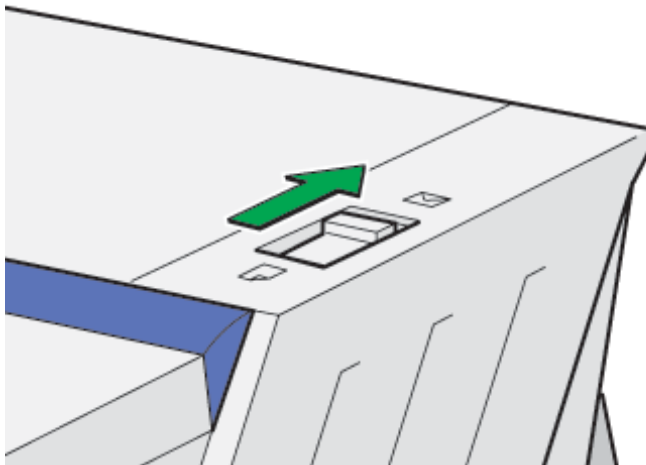
A confirmation message appears.

4. **Check the message, and then click [OK].**
5. **Make print settings, and then click [OK].**

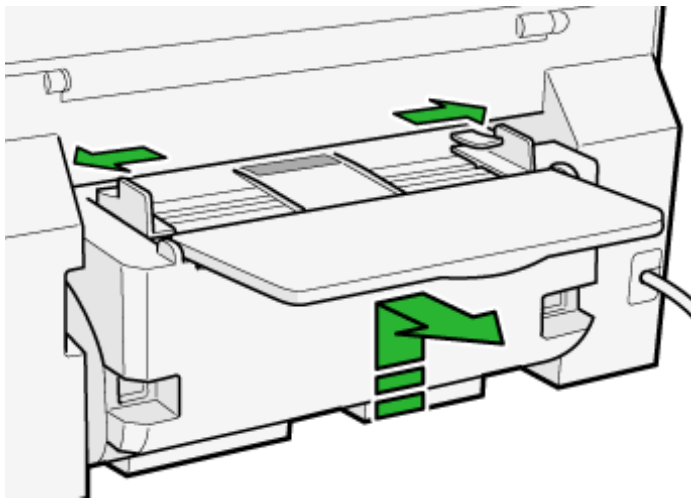
↓ Note

- The [Test Paper Feed/Resume] key lights.

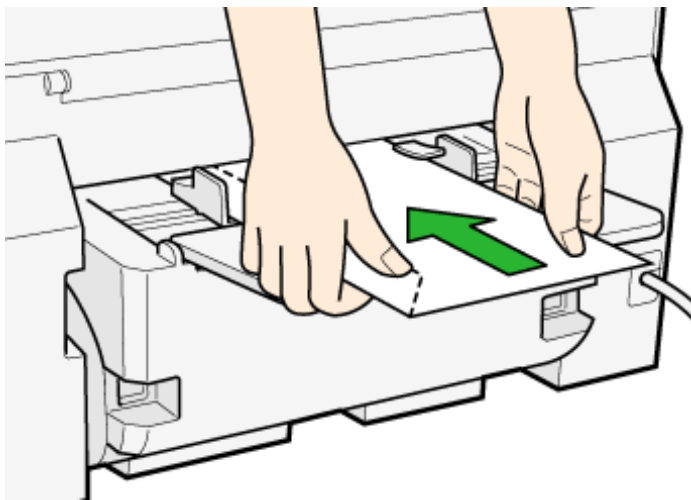
6. **Slide the envelope selector to the rear position .**



7. **Open up the bypass tray guides as far as they will go, and then pull the bypass tray extension out.**

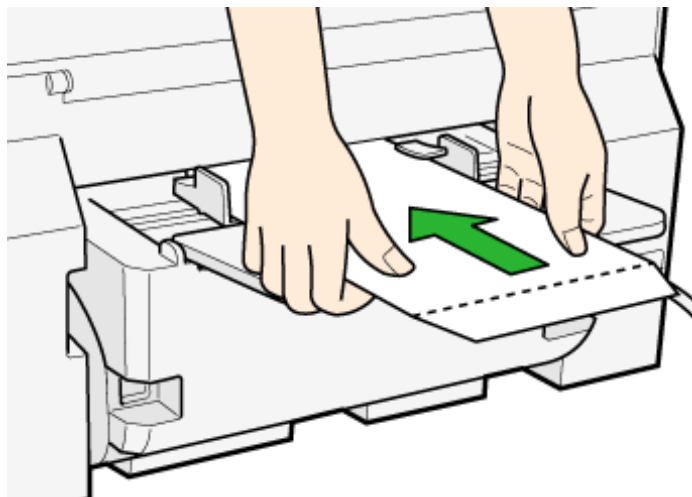


8. Insert an envelope as illustrated with the front-side up and the folded flap on the left side when the machine is viewed from the back, and then slide the bypass tray guides up against the edges of the envelope.



↓ Note

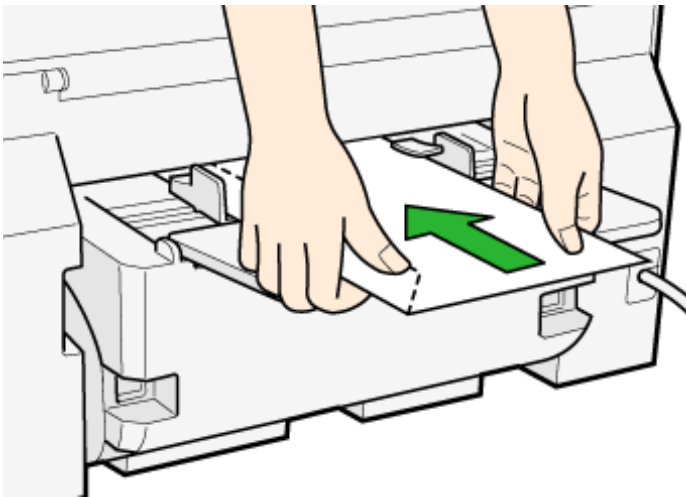
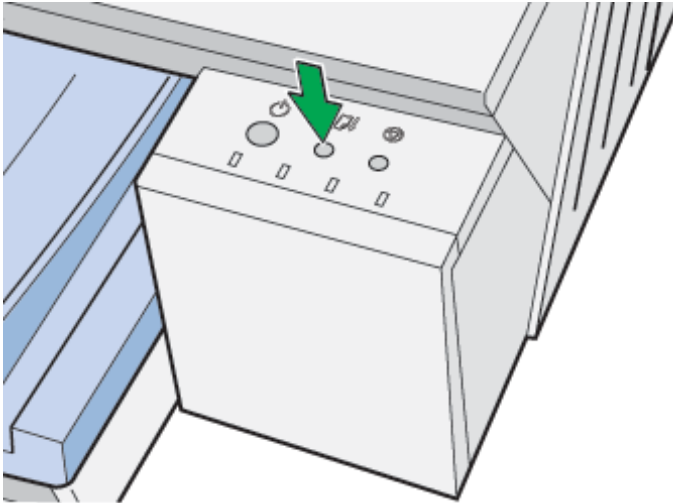
- If the envelope has a short-edge flap, the envelope should be inserted bottom first with the flap unfolded as illustrated.



- Envelopes can only be inserted one at a time.
- Support the envelope with your hands to keep it from sliding out and dropping.
- Insert the envelope straight into the bypass tray.

- The envelope should be between the top and bottom of the bypass tray guides.

9. Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

Reference

- [Opening from an Application](#)
- [Paper Handling Precautions](#)
- [Printable Area](#)

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Canceling Printing

Print jobs can be canceled from either a printer or computer. How to cancel print jobs differs according to their job status. Check the job status first.

Canceling a print job being printed

Cancel the print job from the Printer Status monitor or by pressing the [Cancel] key of the printer.

Canceling a print job in queue

Cancel the print job from the taskbar of the computer.

Related topics

[Canceling Printing from the Printer Status Monitor](#)[Canceling Printing Using the \[Cancel\] Key of the Printer](#)[Canceling Printing from the Taskbar](#)[Top](#) | [Previous](#) • [Next](#) |

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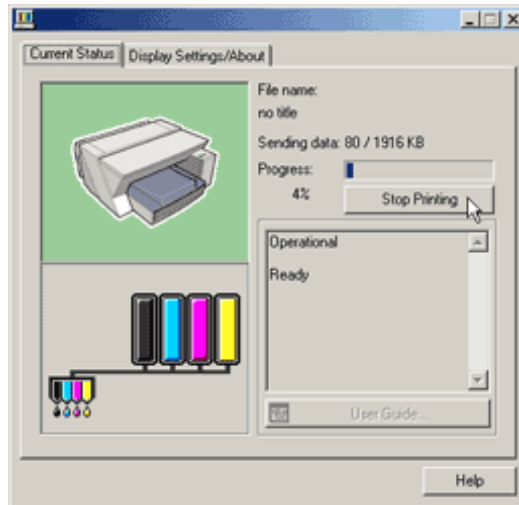
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Canceling Printing from the Printer Status Monitor

Follow the procedure below to cancel a print job being printed.

1. Check that printing and the Printer Status monitor have started.
2. Click [Stop Printing].



Note

- It will take a few moments for printing to stop.

Reference

- [Displaying the Printer Status](#)

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Canceling Printing Using the [Cancel] Key of the Printer

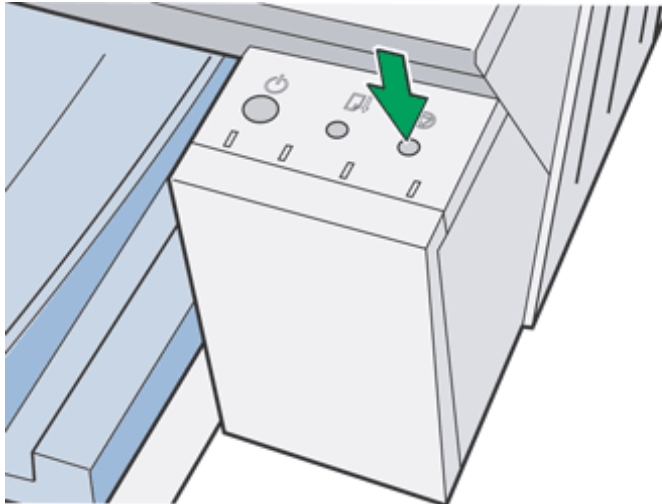
Follow the procedure below to cancel a print job being printed.

1. Check that printing has started.

↓ Note

- Not only the print job being printed but also the print jobs in queue will be canceled.
- If you press the [Cancel] key while the printer is receiving print data for a print job (the [Power] key is blinking), that print job is also canceled.

2. Press the [Cancel] key.



↓ Note

- It will take a few moments for printing to stop.

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Canceling Printing from the Taskbar

Follow the procedure below to cancel a print job in queue.

1. **Double-click the icon of the printer on the taskbar.**
2. **Select the print job you want to cancel, and then click [Cancel Printing] (Windows 2000/XP, Windows Server 2003: [Cancel]) on the [Document] menu.**

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Adjusting Print Quality

Print quality and color tone can be adjusted to suit the print data.

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Printing Using Preset Print Quality Settings

With preset print quality settings, you do not have to make print quality settings every time you print. Follow the procedure below to print using a preset print quality setting.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, select a print quality setting in the [Print Quality] area.**
3. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

4. **Make print settings, and then click [OK].**

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Printing in Black and White

Follow the procedure below to print using only black ink.

Since black and white printing is faster than color printing, it is efficient for printing color documents that do not need to be printed in color. Also, the black produced by black and white printing is a more distinct black than that produced by color printing.

↓ Note

- Be sure to select black and white printing if you specified black and white printing in an application.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [Black and White] in the [Color/Black and White] area.**
3. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

4. **Make print settings, and then click [OK].**

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Saving Color Ink When Printing

Follow the procedure below to save color ink by printing graphics and images with less than the usual amount of ink. Text is printed as usual so that it can remain clear and easy to read.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [Color] in the [Color/Black and White] area.**
3. **Select the [Level color] check box.**
4. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

5. **Make print settings, and then click [OK].**

Note

- Overall color, except for text, will be lighter.
- The color of text may be printed lighter depending on the application used.

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Printing with Print Quality Settings You Want

You can make print quality settings more in details.

Related topics

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Changing Image Printing Method

When printing images, the higher the resolution of images, the longer the time required for printing. Follow the procedure below to print with priority on print quality or print speed.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select an image printing method in the [Image processing priority] list.**
5. **Click [OK].**

The [Change User Settings] dialog box closes.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Correcting the Hue of Digital Photos

Correct the hue of digital photos. This is effective especially for overexposed or underexposed images.

↓ Note

- Exposure is affected by the levels of light in which the photo was taken. If there are extreme light and shade differences between object and background, the object may be underexposed (too dark) or overexposed (too light).

- Open the file you want to print from the application, and then open the printer properties dialog box.
- On the [Setup] tab, click [User settings] in the [Print Quality] area.
- Click [Change...].

The [Change User Settings] dialog box appears.

- On the [Image Adjustments] tab, select the [Adjust photos and images] check box.

! Limitation

- If the [Adjust photos and images] check box is selected, the [Use ICM] check box is unavailable.

- Click [OK].

The [Change User Settings] dialog box closes.

- Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

- Make print settings, and then click [OK].

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Printing Low Resolution Images Smoothly

Follow the procedure below to print outlines of low resolution images, which often appear on Web pages, smoothly.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select the [Smooth low resolution images] check box.**
5. **Click [OK].**

The [Change User Settings] dialog box closes.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Changing the Dither Pattern

A dither pattern is a pattern of dots used to simulate a color or shade of an image. If the pattern is changed, the characteristics of the image will also change. Follow the procedure below to select a pattern suitable for the image to be printed.

↓ Note

- Dithering is a technique where tiny dots are printed in patterns in order to create the illusion of tones and colors that cannot be physically reproduced.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select a dither pattern in the [Dithering] list.**

↓ Note

- Thin lines may break depending on the pattern used. If this happens, select another pattern.

5. **Click [OK].**
The [Change User Settings] dialog box closes.
6. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
7. **Make print settings, and then click [OK].**

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Changing the Color Profiling Pattern

Follow the procedure below to select a color profiling pattern to adjust the tone of colors for prints according to the colors displayed on the computer screen.

Colors on the computer screen are expressed using the three RGB colors, but colors used for printing are composed of the four CMYK colors. When printing, RGB colors are converted to CMYK colors.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select a color profiling pattern in the [Color profile:] list.**
5. **Click [OK].**

The [Change User Settings] dialog box closes.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Printing Grayscale Images Using Black or CMYK

Follow the procedure below to print black or gray parts of an image using black or CMYK.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select a gray reproduction method in the [Gray reproduction (Text/Line Art):] list.**
5. **Click [OK].**

The [Change User Settings] dialog box closes.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Printing Text in Black

Follow the procedure below to print text other than black in black. This is useful when text other than black looks lighter when printed.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select the [Print all texts in black] check box.**
5. **Click [OK].**

The [Change User Settings] dialog box closes.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Using ICM

Follow the procedure below to correct colors using the Windows ICM (Image Color Matching) function.

↓ Note

- ICM is a color management system that adjusts colors between I/O devices. Use this function to produce print results with colors as close as possible to those displayed on the computer screen. To use this function, the color profile must be added to the printer.
- You can find the color profile in the ICM folder stored on the CD-ROM provided. For information about adding a color profile, search for the words "color profile" in Windows Help, and then see the appropriate topic.
- This function is unavailable under Windows 95 or Windows NT 4.0.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **On the [Image Adjustments] tab, select the [Use ICM] check box.**

! Limitation

- If the [Use ICM] check box is selected, the [Color profile:] list on the [Image Adjustments] tab is unavailable. Windows performs color correction using the profile specified on the [Color Management] tab.
 - If the [Use ICM] check box is selected, the [Adjust photos and images] check box is unavailable.
5. **In the [ICM method:] and [ICM intent:] lists, select a color correction process.**
 6. **Click [OK].**
The [Change User Settings] dialog box closes.
 7. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
 8. **Make print settings, and then click [OK].**

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Adjusting Brightness, Contrast, and Saturation

Follow the procedure below to adjust brightness, contrast, and saturation for printing.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **Click the [Balance Adjustments] tab.**
5. **Adjust the brightness, contrast, and saturation.**



- Make adjustments by moving the slider or clicking [-] or [+].

6. **Click [OK].**
The [Change User Settings] dialog box closes.
7. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
8. **Make print settings, and then click [OK].**

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Adjusting Color Balance

Follow the procedure below to adjust color balance by changing the mixture of red (R), green (G), and blue (B).

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **Click the [Balance Adjustments] tab.**
5. **Adjust color balances.**



- Make adjustments by moving the slider or clicking [-] or [+]. Click [◀] and [▶] to move all sliders at the same time.
- Cyan (C) and red (R), magenta (M) and green (G), and yellow (Y) and blue (B) are pairs of complementary colors.

6. **Click [OK].**

The [Change User Settings] dialog box closes.

7. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

8. **Make print settings, and then click [OK].**



Complementary Colors

It is helpful to understand the concept of complementary colors when adjusting color balance. When two primary colors of the primary colors of light (RGB) or primary colors of pigment (CMY) are mixed, the resulting color is the complimentary color of the remaining primary color. Red and cyan, green and magenta, and blue and yellow are pairs of complementary colors.



Hints for Adjusting Color Balance

The following methods are available to make a specific color stronger: decreasing the color's complementary color or decreasing the other colors (that is, decreasing complementary colors relatively). A combination of both methods can be used.

For example, to make red more vivid, make red stronger (by decreasing cyan) or decrease green and blue (making magenta and yellow stronger). The more red is used, the brighter the image looks. This is useful to adjust the color of a dark image. On the contrary, the less green and blue are used, the duller the image looks. Use this method to make a bright image dull.



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Printing a Whole Page as an Image

This section explains how to convert a print job to image data using a Windows application, and then print the image using the printer driver. Follow the procedure below to print a whole page as an image. This will allow you to get print results that resemble the display image more closely. Since more data has to be processed, printing will take much longer. Use this function if the printed image differs from the display image.

Note

- Black or gray parts will be printed with the four CMYK colors regardless of the settings made in the [Gray reproduction (Text/Line Art):] list on the [Image Adjustments] tab in the [Change User Settings] dialog box.
- This setting overrides the watermark setting.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **Click the [Misc.] tab.**
5. **Select the [Print as bitmap] check box.**
6. **Click [OK].**

The [Change User Settings] dialog box closes.

7. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

8. **Make print settings, and then click [OK].**

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Changing the Image Data Process

Depending on the application, there may be cases where printing takes a long time or colors are not printed correctly. Follow the procedure below to change the image data process to solve the problem.

↓ Note

- Since changing the image data processing method may cause printing not to be performed correctly with some applications, you should normally leave this option unselected.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **Click the [Misc.] tab.**
5. **Select the [Change data processing] check box.**
6. **Click [OK].**

The [Change User Settings] dialog box closes.

7. **Make the necessary settings, and then click [OK].**
8. **Make print settings, and then click [OK].**

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Printing with Particular CMYK Colors

Normally full color (CMYK) is used for color printing. Follow the procedure below to print using particular CMYK colors.

↓ Note

- These settings are unavailable when black and white printing is specified.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [User settings] in the [Print Quality] area.**
3. **Click [Change...].**

The [Change User Settings] dialog box appears.

4. **Click the [Misc.] tab.**
5. **In the [Separate into CMYK, then print in designated color only] area, select colors.**

↓ Note

- Select colors you want to use.

6. **Click [OK].**
The [Change User Settings] dialog box closes.
7. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
8. **Make print settings, and then click [OK].**

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Printing Images Vividly

By changing the printer properties settings or using special paper, vivid images can be printed.

Changing the printer properties settings

Prints can be made with priority on print quality. Change print quality settings in the printer properties dialog box.

Using special paper

Printing on special paper will look more vivid compared to printing on plain paper. Use inkjet plain paper or semi-gloss photo paper.

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Various Print Functions

By using various print functions, you can make prints appropriate for your purposes.

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- [Printing on Various Paper Types](#)

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Printing Multiple Document Sets

Follow the procedure below to print multiple sets of the same document.

↓ Note

- If you do not use the Collate function, prints will be delivered in page batches (P1, P1, P2, P2 ...). If you use the Collate function, prints will be delivered in document batches (P1, P2, P1, P2 ...).

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **In the [Copies] box, enter the number of sets you want to print between 1 and 999.**
4. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

5. **Make print settings, and then click [OK].**

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Collating

Follow the procedure below to print complete sets of prints one set at a time when printing multiple sets such as for presentation materials.

Note

- Even when using the Collate function with Layout, Poster, or Duplex, document boundaries are correctly recognized so problems like the first page and last page being printed on the same sheet do not occur.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **In the [Copies] box, enter the number of sets you want to print between 1 and 999.**
4. **Select the [Collate] check box.**
5. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

6. **Make print settings, and then click [OK].**

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Printing Web Pages

Use the procedures described below to make settings for printing Web pages.

When a Web page is printed, it may not fit on the paper used or it may not be printed as it looks on the screen. Use the information below to print Web pages correctly.

Printing low resolution images smoothly

Images displayed on Web sites tend to be low resolution images to reduce data size. Before printing, be sure to make the setting to print low resolution images smoothly.

Printing a whole Web page fit to the paper size

When a whole Web page cannot be printed on the paper size used, reduce it using [Fit to paper size] or [Scale] under the Reduce/Enlarge function. If [A3 (297 x 420 mm)] or [B4 JIS (257 x 364 mm)] is selected for [Original size:] and the [Reduce automatically to fit A4]/[Reduce automatically to fit Letter] check box is selected, the print image will be reduced automatically to fit A4/Letter size paper.

Note

- When a Web page is printed over multiple sheets, images or text where any two sheets are connected may not be printed.

Printing the background color of a Web page

The background color of a Web page may not be printed. Make the settings to print the background color using a Web browser.

Internet Explorer

- On the [View] or [Tools] menu of the browser, click [Internet Options...].
- Click the [Advanced] tab.
- In the [Settings] list, select the [Print background colors and images] check box under [Printing].
- Click [OK].

Netscape Navigator

- On the [File] menu of the browser, click [Page Setup].
- On the [Format & Options] tab, select the [Print Background (colors & images)] check box in the [Options] area.
- Click [OK].

Reference

- [Printing Low Resolution Images Smoothly](#)
- [Reducing and Enlarging to Fit the Paper Size \(Fit to paper size\)](#)
- [Reducing and Enlarging by a Specified Ratio \(Scale, Directional magnification\)](#)
- [Reducing to A4/Letter Automatically](#)

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Reducing and Enlarging to Fit the Paper Size (Fit to paper size)

Follow the procedure below to print document pages reduced or enlarged to fit the paper size. By specifying a document and paper size, an appropriate reduction or enlargement ratio is selected automatically. This is useful when reducing or enlarging from or to standard paper sizes such as when reducing an A3 document to A5 paper.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **Check that the document orientation and size are the same as those selected in the application.**



- Usually the settings made in the application are reflected here; however, it depends on the application used. If they are not reflected, make the correct settings.

4. **Select the [Reduce/Enlarge] check box, and then click [Fit to paper size] in the list.**
5. **In the [Printout paper size:] list, select a paper size.**

Select the size of paper loaded in the paper tray.



- An automatically selected ratio appears in the [Scaling(%):] box.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**



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Reducing and Enlarging by a Specified Ratio (Scale, Directional magnification)

Follow the procedure below to print with a reduction or enlargement ratio in the range of 20-300% adjustable in 1% increments. Use this to reduce the size of the print image slightly to insert a margin, for example.

Two methods are available: scale and directional magnification. Scale is used to specify the same ratio in both horizontal and vertical directions while directional magnification is used to specify a different ratio for each direction.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **Select the [Reduce/Enlarge] check box, and then click [Scale] or [Directional magnification...] in the list.**
4. **If [Scale] is selected, enter a ratio in the [Scaling(%):] box.**

↓ Note

- Enter a number between 20 and 300.
- In the [Printout paper size:] list, you can change the paper size.

5. **If [Directional magnification...] is selected, enter ratios in the [Vertical:] and [Horizontal:] boxes, and then click [OK].**
6. **Select the [Centering] check box to center an image.**

↓ Note

- If [Scale] or [Directional magnification...] is selected, a wide margin may be created on the right or bottom of the paper. If this happens, select the [Centering] check box to center an image and create margins of the same width.
- If the [Centering] check box is not selected, the reduced or enlarged image is positioned in the upper left of the paper.

7. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

8. **Make print settings, and then click [OK].**

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Reducing to A4/Letter Automatically

Follow the procedure below to print a document larger than A4/Letter onto A4/Letter size paper by reducing it. For example, if a document is A3/Legal size, the document is reduced to A4/Letter automatically and printed.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **Check that the document orientation and size are the same as those selected in the application.**

Note

- Usually the settings made in the application are reflected here; however, it depends on the application used. If they are not reflected, make the correct settings.

In the [Printout paper size:] list, [Reduce to fit A4]/[Reduce to fit Letter] appears.

Note

- If [Reduce to fit A4]/[Reduce to fit Letter] does not appear, select the [Reduce automatically to fit A4]/[Reduce automatically to fit Letter] check box in the [Printer Configuration] dialog box.

4. **Click [OK].**
5. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
6. **Make print settings, and then click [OK].**

Note

- When you do not want to reduce images from documents larger than A4/Letter, clear the [Reduce automatically to fit A4]/[Reduce automatically to fit Letter] check box in the [Printer Configuration] dialog box. For example, this is done when you want to print document images at full size even if they run off the paper.

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Rotating the Image by 180 Degrees

Follow the procedure below to print images rotated by 180 degrees. Use this function if paper loaded in the paper tray has a distinct top and bottom and printing with the paper in that orientation would otherwise make the image upside-down.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **Select the [Rotate by 180 degrees] check box.**
4. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

5. **Make print settings, and then click [OK].**

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Printing on Registered Custom Size Paper

Follow the procedure below to print on registered custom size paper.

Register the size of the custom size paper loaded in the paper tray in the [Printer Configuration] dialog box.

1. **Open the [Page Setup] dialog box from the application.**

The [Page Setup] dialog box is usually opened by clicking [Page Setup...] on the [File] menu, but the method to open it may differ in some applications. Open the dialog box according to the application being used.

2. **Open the printer properties dialog box from the [Page Setup] dialog box.**

3. **Click the [Page Settings] tab.**

4. **In the [Original size:] list, select a custom paper size.**

Select from the sizes already registered.

5. **Click [Portrait] or [Landscape].**

Select the orientation that matches the document orientation and feeding direction.

6. **Click the [Setup] tab.**

7. **Check that the tray with the paper you want to print on is selected in the [Paper source tray:] list.**

8. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

9. **Check that the orientation selected in the [Setup] dialog box of the application is the same as that selected in step 5..**

If it is not, make the correct setting.

10. **Close the [Page Setup] dialog box of the application.**

11. **Create a file in the application.**

12. **In the printer properties dialog box, make the print settings for the printer selected in step 2., and then click [OK].**

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Printing on Unregistered Custom Size Paper

Follow the procedure below to print on unregistered custom size paper.

1. Open the [Page Setup] dialog box from the application.

The [Page Setup] dialog box is usually opened by clicking [Page Setup...] on the [File] menu, but the method to open it may differ in some applications. Open the dialog box according to the application being used.

2. Open the printer properties dialog box from the [Page Setup] dialog box.

3. Click the [Page Settings] tab.

4. In the [Original size:] list, click [Custom paper size...].

The [Custom Paper Size] dialog box appears.

5. In the [Long edge:] and [Short edge:] boxes, enter values.



- To change the measurement unit, click [Measurement Unit...].

6. In the [Paper source tray:] list, select a paper tray.

7. In the [Paper Position in Tray] area, select a paper orientation.

8. Click [OK].



- To register the paper size as a custom paper size, click [Open [Custom Paper Sizes]...].

9. Click the [Setup] tab.

10. Check that the tray with the paper you want to print on is selected in the [Paper source tray:] list.

11. Click the [Page Settings] tab.

12. Click [Portrait] or [Landscape].

Select the orientation that matches the document orientation and feeding direction.

13. Make the necessary settings, and then click [OK].

The printer properties dialog box closes.

14. Check that the orientation selected in the [Page Setup] dialog box of the application is the same as that selected in step 5..

If it is not, make the correct setting.

15. Close the [Page Setup] dialog box of the application.

16. Create a file in the application.

17. In the printer properties dialog box, make the print settings for the printer selected in step 2., and then click [OK].

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Printing on Both Sides of Paper

Follow the procedure below to print on both sides of paper. The installation of the duplex unit (optional) is required.

↓ Note

- If the page size varies within a document, a page break will occur before the page where the size changes.
- When printing solid color using a lot of ink, we recommend that you use one-sided printing.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Duplex/Booklet] check box.**

↓ Note

- If you select the [Create margin] check box when printing on plain paper, the machine automatically reduces the size of the page images and centers them on the paper.

4. **Click the icon representing the binding method you want to use.**

↓ Note

- The icons are displayed in either landscape or portrait depending on the document orientation.

5. **Select the [Header/Footer/Adjust image position/Binding margins] check box to create a binding margin.**
Click [Details...] to specify a margin in the [Binding Margins for Duplex Printing] area.
6. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
7. **Make print settings, and then click [OK].**

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Printing Multiple Document Pages per Sheet (Layout)

Follow the procedure below to print multiple document pages per sheet.

↓ Note

- When using Layout, a suitable reduction or enlargement ratio is selected automatically based on the paper size and the number of pages you want to fit on each sheet.
- If the page orientation varies within a document, a page break will occur before a page where the orientation changes.
- If an equivalent function is available from your application, do not use it. Use the function that can be set in the printer properties.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Layout/Poster] check box, and then select the number of document pages you want to fit on each sheet in the list.**

↓ Note

- Do not click [Poster] since it is a different function.

4. **Click the icon that matches the page flow you want to use.**

↓ Note

- The icons show the available page flows for the number of pages selected.
- The icons are displayed in either landscape or portrait depending on the document orientation.

5. **Select the [Draw border] check box to print borders.**
6. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
7. **Make print settings, and then click [OK].**

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Splitting the Document Image across Multiple Sheets (Poster)

Follow the procedure below to print a single document page over multiple sheets to make a poster size print.

↓ Note

- The enlargement ratio used is based on the specified paper size and the number of sheets you want to split the image over.
- Prints are made with a 15 mm (0.6 inches) overlap margin. When pasting sheets together, overlap them to hide this margin.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Layout/Poster] check box, and then click [Poster] in the list.**
4. **Click the icon representing the number of sheets you want to split the image over.**

↓ Note

- The icons are displayed in either landscape or portrait depending on the document orientation.

5. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

6. **Make print settings, and then click [OK].**

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Printing from the Last Page

Follow the procedure below to start printing from the last page of a document. Use this function when prints come out face up in the output tray. This allows a printed document to be assembled in page order.

↓ Note

- If an equivalent function is available from your application, do not use it. Use the function that can be set in the printer properties.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Page Settings] tab.**
3. **Select the [Reverse order printing] check box.**
4. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

5. **Make print settings, and then click [OK].**

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Creating a Binding Margin

Follow the procedure below to print with a binding margin. If you create a binding margin, it is offset from the document margin set from the application.

↓ Note

- Since the margin opposite the binding margin will be shifted toward the paper edge, be sure to make this margin wide enough when making the document.
- If a binding margin is set in an application, do not make this setting in the printer properties. This would result in a binding margin twice as wide as expected.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Header/Footer/Adjust image position/Binding margins] check box.**
4. **Click [Details...].**

The [Header/Footer/Adjust Image Position/Binding Margins] dialog box appears.

5. **In the [Adjust Image Position] area, select the direction in which you want to shift the print area in the [Direction:] list.**

↓ Note

- Margins (top, bottom, left, right) change according to the selected direction.

6. **Enter a binding margin width, and then click [OK].**

↓ Note

- To change the measurement unit, click [Measurement Unit...].

7. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

8. **Make print settings, and then click [OK].**

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Printing Documents with a Header and Footer

Follow the procedure below to print documents with character strings in the top and bottom margins.

↓ Note

- Besides date, page number, and file name, text of up to 32 characters can be inserted into these areas.
- If you print a document using the Reduce/Enlarge function, the header and footer will also be reduced or enlarged.
- A header and footer will be printed on every page. For example, if you print several document pages on a sheet of paper (Layout), a header and footer will appear for every page.
- If a header and footer are set in an application, do not make this setting in the printer properties.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Header/Footer/Adjust image position/Binding margins] check box.**
4. **Click [Details...].**

The [Header/Footer/Adjust Image Position/Binding Margins] dialog box appears.

5. **In the [Header/Footer] area, make the necessary settings, and then click [OK].**

↓ Note

- If the same position is selected for the date and time, page number, or text, the printing order is as follows: date and time, text, page number.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Printing with a Layout Suitable for Making Booklets

Follow the procedure below to print on both sides of paper using a layout suitable for making booklets. The installation of the duplex unit (optional) is required.

↓ Note

- There are two kinds of booklet layout: [Booklet 1] and [Booklet 2]. With [Booklet 1], each sheet is folded in half separately, then the folded sheets are stacked and bound. With [Booklet 2], the whole stack is folded in half in a similar way to a magazine.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Duplex/Booklet] check box.**
4. **Click the icon representing the booklet format you want to use.**

↓ Note

- The icons are displayed in either landscape or portrait depending on the document orientation.

5. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

6. **Make print settings, and then click [OK].**

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Printing Images or Text Superimposed on Prints

Follow the procedure below to print an image or text superimposed on prints. The image or text is referred to as a watermark.

Note

- A watermark made up of a bitmap file (extension .bmp) is referred to as an image watermark. A watermark made up of text data is referred to as a text watermark. You cannot use both together.
- Various predefined watermarks are provided. You can also create your own watermarks.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Watermarks/Overlay] check box, and then select a watermark in the list.**

Note

- To edit the watermark, click [Edit...].
 - To create a new watermark, click [Add Bitmap...] or [Add Text...].
4. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
 5. **Make print settings, and then click [OK].**

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Creating a New Watermark

Follow the procedure below to create a new watermark.

↓ Note

- There are two kinds of watermarks: image watermarks made up of a bitmap file (extension .bmp) and text watermarks made up of text data.

1. **Open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Watermarks/Overlay] check box.**
4. **Click [Add Bitmap...] to create an image watermark, or click [Add Text...] to create a text watermark.**
5. **Make the necessary settings in the [Add Bitmap Watermark] or [Add Text Watermark] dialog box, and then click [OK].**

The watermark is registered and added to the list.

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Printing Documents with an Overlay Image Superimposed (Overlay)

Follow the procedure below to print a document with an overlay image superimposed.

↓ Note

- Before printing using the Overlay function, an overlay image file and overlay set must be created.
- A superimposing image will be aligned with the document page at the upper left corner. If the document to be printed and superimposing image differ in size and orientation, the superimposing image may be cut or run off.
- Depending on the application, you may not get the expected result.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Watermarks/Overlay] check box, and then select an overlay set in the list.**

↓ Note

- To edit the overlay set, click [Edit...].
 - To create a new overlay set, click [Add Overlay....].
4. **Make the necessary settings, and then click [OK].**
The printer properties dialog box closes.
 5. **Make print settings, and then click [OK].**



Overlay image file:

Data saved in a format allowing it to be used as a superimposing image.



Overlay set:

An overlay image file and setting details (such as how and which page an overlay image is superimposed on) are combined, named, and registered as a set. Each set registered is called an overlay set.

When printing, select an overlay set.

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[Deleting an Overlay Image File](#)
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Creating a New Overlay Image File

Follow the procedure below to create an overlay image file.

↓ Note

- You can create an overlay image file with any application.
- When an overlay image file is created using a multiple-page document, only the first page will be saved as an overlay image.

1. **Open the file with which you want to create an overlay image file, and then open the printer properties dialog box.**
2. **On the [Setup] tab, click [Save as Overlay Data...] in the [Job type:] list.**
The [Job Type Details] dialog box appears.
3. **In the [File name:] box, enter a file name.**

↓ Note

- Enter a name using up to 32 characters.
- Under Windows 95/98/Me, enter a name using up to eight characters.

4. **Click [OK].**
5. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

↓ Note

- When creating an overlay image file (when [Save as Overlay Data...] is selected in the [Job type:] list), only print quality settings are available.

6. **Click [OK] in the [Print] dialog box.**
The overlay image file is created.

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Deleting an Overlay Image File

Follow the procedure below to delete an overlay image file.

1. **Open the printer properties dialog box.**
2. **On the [Setup] tab, click [Save as Overlay Data...] in the [Job type:] list.**
3. **Select the overlay image file you want to delete.**
4. **Click [Delete...].**

A confirmation message appears.

5. **Click [OK].**

The overlay image file is deleted.

Note

- You can also delete overlay image files (extension .rpo) using Windows Explorer.

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Creating a New Overlay Set

Follow the procedure below to combine an overlay image file and setting details (such as how and which page an overlay image is superimposed on), name it, and register it as a set. Each set registered is called an overlay set.

↓ Note

- For printing the same overlay image with different setting details, set different combinations of setting details for the same overlay image file, and then register each set as a different overlay set.

1. **Open the printer properties dialog box.**
2. **Click the [Edit] tab.**
3. **Select the [Watermarks/Overlay] check box.**
4. **Click [Add Overlay....].**
5. **In the [Add Overlay] dialog box, make the necessary settings, and then click [OK].**

The overlay set is registered and added to the list.

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Custom Settings

In [Custom Settings:], frequently used printer properties settings can be registered as a custom setting.

Since custom settings can be saved in a file and recalled from that file, multiple users can share that file to print with the same printer properties settings.

Related topics

[Printing](#)[Registering](#)[Changing the Name](#)[Deleting](#)[Updating Custom Settings According to the Current Printer Configuration](#)[Changing the Custom Settings Display Order](#)[Saving a Registered Custom Setting in a File](#)[Registering a Custom Setting Using a Custom Setting File](#)[▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Printing

Follow the procedure below to print with the registered custom settings.

The printer configuration settings must be made beforehand.

1. **Open the file you want to print from the application, and then open the printer properties dialog box.**
2. **On the [Setup] tab, select a setting in the [Custom Settings:] list.**
Click [No setting] to print with the standard settings.
3. **On the [Page Settings] tab, check that the document orientation and size are the same as those selected in the application.**

↓ Note

- Usually the settings made in the application are reflected here; however, it depends on the application used. If they are not reflected, make the correct settings.

4. **To print multiple sets, enter the number of sets in the [Copies] box.**
5. **On the [Setup] tab, click [Normal Print] in the [Job type:] list.**

↓ Note

- A paper tray and paper type are included in a registered custom setting. If you want to print on paper that is different from the one in the selected custom setting, you can select the paper tray and paper type you want to use on the [Setup] tab.

6. **Make the necessary settings, and then click [OK].**

The printer properties dialog box closes.

7. **Make print settings, and then click [OK].**

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Registering

Follow the procedure below to register a new custom setting.

↓ Note

- Up to 16 custom settings can be registered.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **In the [Custom Settings:] list, select the custom setting on which you want to base the new custom setting.**

↓ Note

- To base the new setting on the default settings, click [No setting].
- When creating a new custom setting based on an existing custom setting, select the custom setting from which you can make the new setting with the least changes.

4. **Make the settings on the [Setup], [Page Settings], and [Edit] tabs.**

! Limitation

- Settings not included in a custom setting are as follows: [Job type:] on the [Setup] tab, [Original orientation:], [Original size:], [Printout paper size:], and [Copies] on the [Page Settings] tab, and all settings in the [Printer Configuration] dialog box.

5. **Click [Save...].**
The [Save New Custom Setting] dialog box appears.
6. **In the [Custom Setting name:] box, enter a custom setting name.**

↓ Note

- Up to 36 characters can be entered.

7. **Click [OK].**
The custom setting is registered and added to the list.
8. **Click [OK].**
The printer properties dialog box closes.

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Changing the Name

Follow the procedure below to change a name of a registered custom setting.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **Click [Manage...].**

The [Manage Custom Settings] dialog box appears.

4. **Select the custom setting whose name you want to change.**

↓ Note

- [No setting] cannot be changed.

5. **In the [Custom Setting name:] box, enter a new name.**

↓ Note

- Up to 36 characters can be entered.

6. **Click [Close].**

The custom setting name is changed.

7. **Click [OK].**

The printer properties dialog box closes.

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Deleting

Follow the procedure below to delete a registered custom setting.

↓ Note

- If you delete the custom settings that were registered automatically during installation of the printer driver, they will reappear when the custom settings display is updated.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **Click [Manage...].**

The [Manage Custom Settings] dialog box appears.

4. **Select the custom setting you want to delete.**

↓ Note

- [No setting] cannot be deleted.

5. **Click [Delete Custom Setting].**

A confirmation message appears.

6. **Click [OK].**
7. **Click [Close].**
8. **Click [OK].**

The printer properties dialog box closes.

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Updating Custom Settings According to the Current Printer Configuration

There are two kinds of custom settings displayed in the printer properties dialog box: those registered automatically during installation of the printer driver and custom settings added later by the user. Since these custom settings are not deleted automatically, depending on the installed options, some custom settings that cannot be used to print may remain.

To keep only custom settings that can be used with the options installed, follow the procedure below to update custom settings after you install or uninstall options. The following is how each kind of custom settings will be updated:

- Custom settings registered automatically during printer driver installation
Custom settings that can still be used remain registered. Custom settings that cannot be used are deleted.
- Custom settings registered by user
Custom settings that cannot be used are deleted. Deleted custom settings cannot be recovered.

Note

- If bidirectional communication is not working, you must configure installed options in the [Printer Configuration] dialog box before performing this procedure.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **Click [Manage...].**

The [Manage Custom Settings] dialog box appears.

4. **Click [Refresh Printer Information].**

Note

- If bidirectional communication is working, printer configuration settings in the [Accessories] area and custom settings in the [Custom Settings:] list are updated.
- If bidirectional communication is not working, custom settings in the [Custom Settings:] list are updated according to the current printer configuration settings in the [Accessories] area.

5. **Click [Close].**
6. **Click [OK].**

The printer properties dialog box closes.

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Changing the Custom Settings Display Order

Follow the procedure below to change the display order in the [Custom Settings:] list. For optimal ease-of-use, change the order according to the setting type and how often you use them.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **Click [Manage...].**

The [Manage Custom Settings] dialog box appears.

4. **Select the custom setting you want to move.**



- [No setting] cannot be moved.

5. **Click [Move Up] or [Move Down].**
 6. **Click [Close].**
 7. **Click [OK].**
- The printer properties dialog box closes.

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Saving a Registered Custom Setting in a File

Follow the procedure below to save a registered custom setting in a custom setting file.

! Limitation

- Under Windows 2000/XP, Windows Server 2003, or Windows NT 4.0, this function is unavailable.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **Click [Manage...].**

The [Manage Custom Settings] dialog box appears.

4. **Select the custom setting you want to save.**
5. **Click [Save Custom Setting...].**
6. **In the [File name:] box, enter a file name.**

↓ Note

- Up to eight characters can be entered.
 - The extension is .rst.
7. **Click [OK].**

The [Save Custom Setting] dialog box closes. The custom setting is saved in a custom setting file.

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Registering a Custom Setting Using a Custom Setting File

Follow the procedure below to register a custom setting from a custom setting file. This file would be provided by an administrator, for example.

↓ Note

- The custom settings file name can be up to eight characters.

1. **Open the printer properties dialog box.**
2. **Click the [Setup], [Page Settings], or [Edit] tab.**
3. **Click [Manage...].**

The [Manage Custom Settings] dialog box appears.

4. **Click [Load Custom Setting].**
5. **Select the file containing the custom setting you want to register.**
6. **Click [OK].**

The custom setting is imported and registered.

7. **Click [Close].**
8. **Click [OK].**

The printer properties dialog box closes.

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Opening the Printer Properties Dialog Box

The printer properties dialog box can be opened from an application or from the [Start] menu of Windows. Depending on how you open it, the available tabs vary.

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Opening from the Start Menu

All printer properties settings can be changed if the printer properties dialog box is opened from the [Printers] folder (Windows XP, Windows Server 2003: the [Printers and Faxes] folder).



- The printer properties settings made here are displayed as the default when the printer properties dialog box is opened from an application.

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[For Windows 95/98/Me](#)[For Windows 2000, Windows NT 4.0](#)[For Windows XP, Windows Server 2003](#)[▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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For Windows 95/98/Me

Follow the procedure below to open the printer properties dialog box from the [Start] menu.

1. **On the [Start] menu, point to [Settings], and then click [Printers].**
2. **Click the icon of the printer, and then click [Properties] on the [File] menu.**

The printer properties dialog box appears.

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For Windows 2000, Windows NT 4.0

Follow the procedure below to open the printer properties dialog box (Windows NT 4.0: the [Default] dialog box) from the [Start] menu.

1. **On the [Start] menu, point to [Settings], and then click [Printers].**



- Under Windows Server 2003, click [Printers and Faxes].

2. **Click the icon of the printer, and then click [Printing Preferences...] on the [File] menu.**



- Under Windows NT 4.0, click [Document Defaults...] on the [File] menu.



- To open the Windows printer properties, click [Properties] on the [File] menu.

The printer properties dialog box (Windows NT 4.0: the [Default] dialog box) appears.

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For Windows XP, Windows Server 2003

Follow the procedure below to open the printer properties dialog box from the [Start] menu.

Windows XP Home Edition

1. On the [Start] menu, click [Control Panel].
2. Click [Printers and Other Hardware].
3. Click [Printers and Faxes].
4. Click the icon of the printer, and then click [Printing Preferences...] on the [File] menu.



- To open the Windows printer properties, click [Properties] on the [File] menu.

The printer properties dialog box appears.

Windows XP Professional

1. On the [Start] menu, click [Printers and Faxes].
2. Click the icon of the printer, and then click [Printing Preferences...] on the [File] menu.



- To open the Windows printer properties, click [Properties] on the [File] menu.

The printer properties dialog box appears.

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Opening from an Application

Follow the procedure below to open the printer properties dialog box from an application. The default properties settings are displayed when opened from an application. Change the settings as necessary.

↓ Note

- Changes made here are only applicable with that application and only as long as that application stays open.
- Some applications may automatically change the printer properties settings.
- The procedure below is an example for Paint (included in the standard Windows package).
- How to open the printer properties dialog box differs depending on the application. From most applications, the printer properties dialog box can be opened by clicking [Print...] or [Page Setup...] on the [File] menu, and then clicking [Properties] (Windows 2000/XP, Windows Server 2003: [Preferences]). For details, see Help of the application.

1. **On the [File] menu, click [Print...].**
2. **In the [Name] list, select the name of this printer, and then click [Properties] (Windows 2000/XP, Windows Server 2003: [Preferences]).**
The printer properties dialog box (Windows 2000/XP, Windows Server 2003: the [Printing Preferences] dialog box) appears.

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Displaying the Printer Status

Using the Printer Status monitor, printer conditions such as the print jobs or remaining ink can be checked from the computer. Also, when errors occur, the status of the printer and the solution to the problem can be checked quickly.

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Opening the Printer Status Monitor

The Printer Status monitor automatically opens when printing starts. It can also be opened when not printing. Follow the procedure below to open the Printer Status monitor.

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Printer Status].**

The Printer Status monitor dialog box appears.

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Printer Properties Settings

Make various print settings in the printer properties dialog box.

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Using Help

For information about setting items and how to make settings, see Help.

Two types of the printer driver Help are available: context Help and content Help.

Related topics

[Displaying an Explanation for Each Setting Item \(Context Help\)](#)

[Displaying Help in a Help Window \(Content Help\)](#)

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Displaying an Explanation for Each Setting Item (Context Help)

Follow the procedure below to display Help for each setting item.

1. Click the [?] button found at the upper right of each dialog box.

A question mark appears beside the pointer.

2. Move the pointer over the setting item for which you want to read Help.



- You can also display Help for the setting item by right-clicking the setting item, and then clicking [Help] on the shortcut menu that appears.

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Displaying Help in a Help Window (Content Help)

Follow the procedure below to display Help.

1. Click **[Help]** found at the lower right in each dialog box.
Help for the open dialog box appears.
2. To display the contents, click **[Help Topics]**.
3. In the **[Help Topic]** dialog box, select a topic.
4. Click **[Display]**.

Note

- To print the currently displayed Help topic, click **[Print]** at the top.
- To print from the **[Help Topics]** dialog box, select a topic, and then click **[Print]**.
- In the **[Help Topics]** dialog box, selecting a book and printing it will print all topics in that book.

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Checking Whether Bidirectional Communication is Working or Not

Follow the procedure below to check if bidirectional communication is working by obtaining the printer version information.

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [About].**

The [About] dialog box appears.

4. **Check that the printer version is displayed.**

When bidirectional communication is working, the printer version is displayed.

5. **Click [OK].**



- The printer version appears under [System Version:].



Requirements for Bidirectional Communication

If bidirectional communication is working between the printer and computer, information about the paper loaded in the printer is sent to the computer and is applied automatically to the printer properties settings. In addition to that, the printer status can be checked from the computer.

- The computer must support bidirectional communication.
- The bidirectional communication settings must be enabled in the printer properties.
- The printer and computer must be connected using a USB cable.

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Maintaining the Printer Using Utilities

If you repeatedly print, the inside of the printer will get dirty and print quality may degrade. Perform printer maintenance from the [Maintenance] tab in the printer properties dialog box.

Related topics

[Nozzle Check](#)[Clean Print-heads \(Normal\)](#)[Clean Print-heads \(Full\)](#)[Adjust Print-head Positions](#)[Registration](#)[Adjust Paper Feed](#)[Restore Defaults/Other Settings](#)[▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Nozzle Check

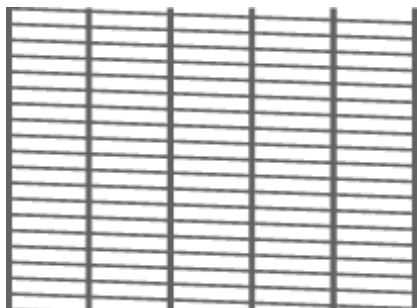
Follow the procedure below to check whether the print-head nozzles are clogged up or not by printing a nozzle check test pattern.

Note

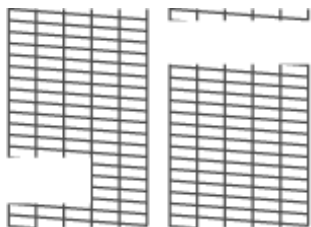
- To check the printed test pattern, proceed to step 7..

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Nozzle Check].**
4. **Click [Next >].**
5. **Check that A4/Letter size paper is loaded in the paper tray.**
6. **Click [Next >].**
7. **Check the printed test pattern.**

Normal



When print-heads are clogged



8. **Click [Finish].**

Note

- If the printed test pattern is not clear, select the [Clean print-heads (normal)] check box, and then click [Next >].

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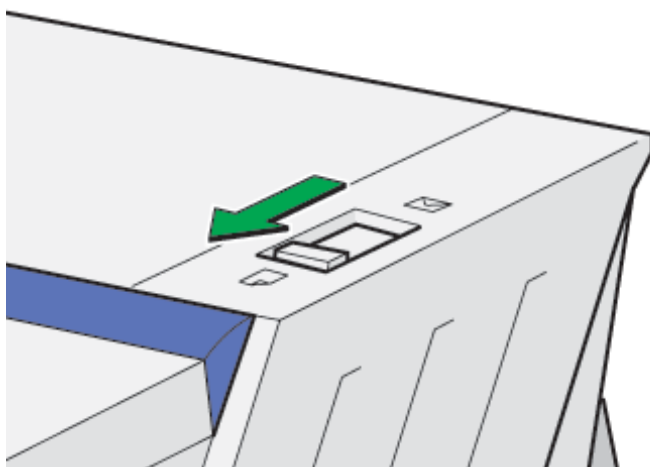
Clean Print-heads (Normal)

Follow the procedure below to perform a normal print-head cleaning. Perform a head cleaning when a particular color cannot be printed or print images are blurred. Head cleaning consumes ink.

Note

- When the Print cartridge is empty, replace it instead of performing a print-head cleaning. After a Print cartridge is replaced, a print-head cleaning will be automatically performed.

- Slide the envelope selector  to the forward position.



- Open the printer properties dialog box.
- Click the [Maintenance] tab.
- Click [Clean Print-heads (Normal)].
- In the [Select print-head(s)] area, select a color.
- Click [Next >].
- Click [Next >].

Note

- Do not perform another operation before cleaning is complete.

- Click [Finish].

Note

- To check the condition of print-heads after cleaning, select the [Print nozzle check test pattern] check box, and then click [Next >].
Nozzle check starts.
- If the condition of the print-heads is not satisfactory, perform head cleaning again. However, the heads may remain clogged and the printer may not print properly even if you clean the heads multiple times. If this happens, perform a full print head cleaning. If there is still no improvement, turn the printer off, and then leave it overnight or longer. This may solve the problem.

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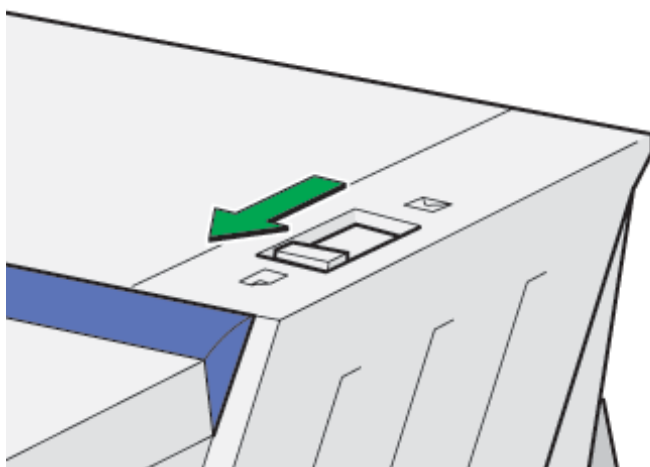
Clean Print-heads (Full)

Follow the procedure below to perform a thorough print-head cleaning. Since this consumes more ink than a normal head cleaning does, perform this when the problem persists after performing a normal head cleaning.

Note

- When the Print cartridge is empty, replace it instead of performing a print-head cleaning. After a Print cartridge is replaced, a print-head cleaning will be automatically performed.

- Slide the envelope selector  to the forward position.



- Open the printer properties dialog box.
- Click the [Maintenance] tab.
- Click [Clean Print-heads (Full)].
- In the [Select print-head(s)] area, select a color.
- Click [Next >].
- Select the [Clean print-heads (full)] check box.
- Click [Next >].

Head cleaning starts.

Note

- Do not perform another operation before cleaning is complete.

- Click [Finish].

Note

- To check the condition of print-heads after cleaning, select the [Print nozzle check test pattern] check box, and then click [Next >].

The nozzle check starts.

Note

- A full print-head cleaning consumes a lot of ink. Perform it only when necessary.

- A full print-head cleaning may deplete the ink before the Print cartridge is expected to need to be changed.

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Adjust Print-head Positions

Follow the procedure below to print a test pattern and adjust the print-head positions if vertical lines are printed unaligned or printed colors look blurred.

↓ Note

- To check the printed test pattern, proceed to step 8..
- When the envelope selector is not at the correct position, the colors may be printed unaligned.

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Adjust Print-head Positions].**
4. **In the [Select a test pattern:] list, select a test pattern.**

↓ Note

- Select a resolution. To adjust print-head positions for all resolutions, repeat this procedure selecting the other resolution.

[High speed/ Standard (speed priority)] is selected here as an example.

5. **Click [Next >].**
6. **Check that A4/Letter size paper is loaded in the paper tray.**
7. **Click [Next >].**

A test pattern to adjust print-head positions is printed.

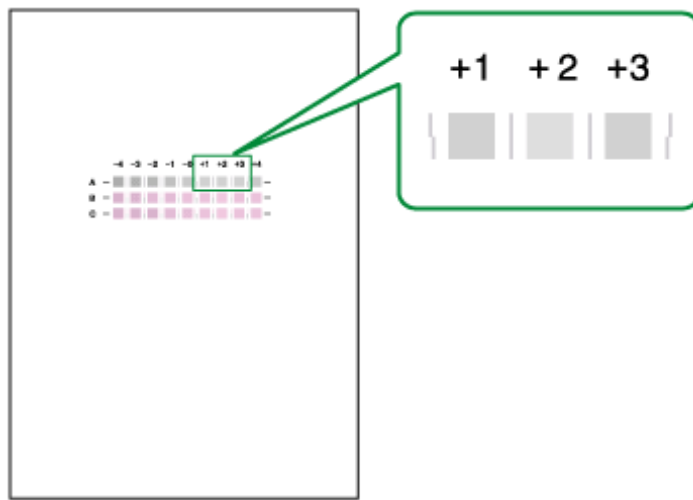
↓ Note

- Do not perform other operations during printing.
- The "High quality" test pattern differs from the "Standard" test pattern.

8. **Check the optimal adjustment values on the printed test pattern.**

↓ Note

- The optimal adjustment value is the column number that appears above the lightest gray square with straight vertical lines on both sides. When the column number is "+2" for the "A" line, the optimal adjustment value is "+2" for "A".



9. Enter the optimal adjustment values.

10. Click [Finish].



- Repeat steps 4. to10. to print the "High quality" or "Standard" test pattern and enter the optimal adjustment values.

Reference

- [Opening from the Start Menu](#)
- [Opening from an Application](#)

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Registration

Follow the procedure below to adjust where to start printing on paper loaded in each paper tray after checking the test pattern printed.

↓ Note

- To check the printed test pattern, proceed to step 8..

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Registration].**
4. **In the [Unit type:] list, select a paper tray. In the [Paper type:] list, select a paper type.**
5. **Click [Next >].**
6. **Check that A4/Letter size paper is loaded in the paper tray.**
7. **Click [Next >].**

A test pattern to adjust the print start position is printed.

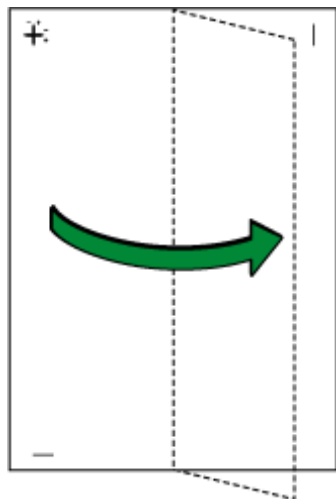
↓ Note

- Do not perform other operations during printing.

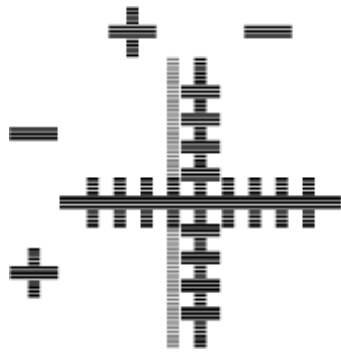
8. **Check the optimal adjustment values on the printed test pattern.**

↓ Note

- Fold the test pattern sheet in half lengthwise.



- The optimal adjustment value is the difference between the single vertical line and the cross's vertical line that you can see when the folded paper is held up to light. When the difference is one calibration mark in the "+" direction, the optimal adjustment value for the [Printing direction:] is "+1.0".



- Fold the test pattern sheet in half widthwise, and then check the adjustment value for the [Paper feed direction:].
- Adjustment values are in 0.1 increments.

9. In the [Printing direction:] and [Paper feed direction:] boxes, enter the adjustment values (-4.0 to +4.0) from step 8..

10. Click [Finish].



- If a test pattern does not print or the image is not clear, select the [Print a test pattern and return to this screen] check box, and then click [Next >]. A registration test pattern is printed and the dialog box displayed in step 9..

Reference

- [Opening from the Start Menu](#)
- [Opening from an Application](#)

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[Printer Driver](#) > [Maintaining the Printer Using Utilities](#) > Adjust Paper Feed

Adjust Paper Feed

If horizontal lines are printed unaligned or print images are patchy, print a test pattern, and then adjust the paper feed setting.

↓ Note

- To check the printed test pattern, proceed to step 7..

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Adjust Paper Feed].**
4. **Click [Next >].**
5. **Check that A4/Letter size paper is loaded in the paper tray.**
6. **Click [Next >].**

A test pattern to adjust paper feed is printed.

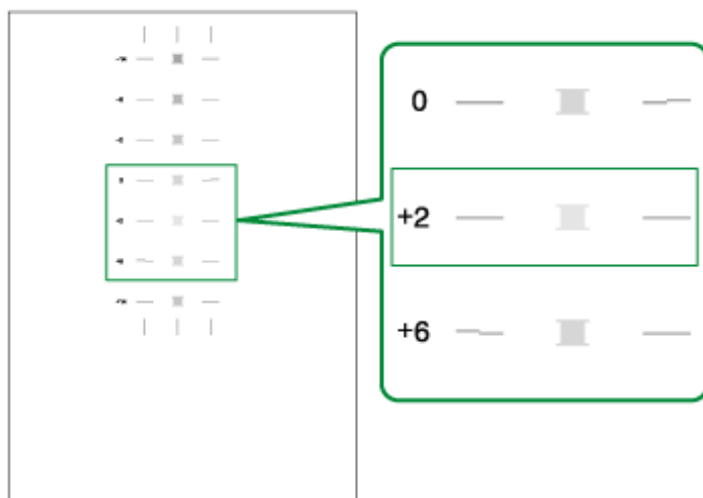
↓ Note

- Do not perform other operations during printing.

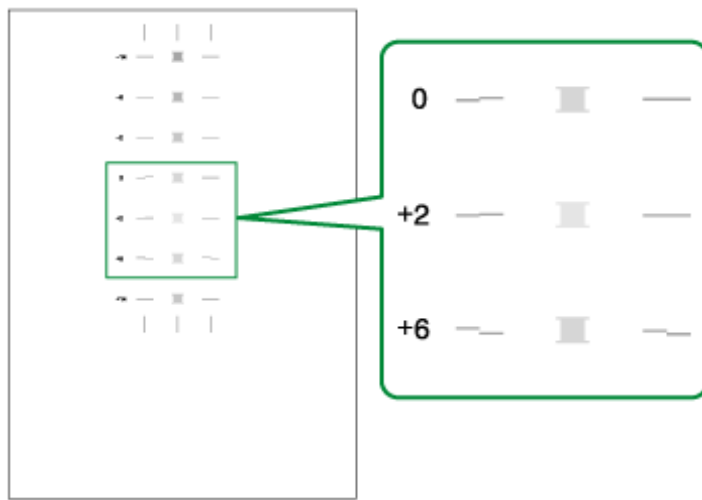
7. **Check the optimal adjustment values on the printed test pattern.**

↓ Note

- The optimal adjustment value is the number that appears on the left of the lightest gray square with straight horizontal lines on both sides. When this number is "+2", the optimal adjustment value is "+2".



- When horizontal lines beside the lightest gray square are broken, select the optimal adjustment value by referring to the lines broken in the opposite direction. When the "+2" square is the lightest gray square and the "+6" horizontal lines are broken in the opposite direction, the optimal adjustment value is between "+3" and "+5". After adjustment, check the adjustment result.



8. In the [Paper feed value:] box, enter the adjustment value (-14 to +14) from step 7..

9. Click [Finish].



- If a test pattern is not printed or the image is not clear, select the [Print a test pattern and return to this screen] check box, and then click [Next >].

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- [Opening from the Start Menu](#)
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Restore Defaults/Other Settings

Follow the procedure below to restore the settings to their defaults or specify the amount of time the printer will wait for more information from the computer sending the print data before it times out (I/O timeout).

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Restore Defaults/Other Settings].**

The [Restore Defaults/Other Settings] dialog box appears.

Reference

- [Opening from the Start Menu](#)
- [Opening from an Application](#)

Related topics

[Restoring the Settings to Their Defaults](#)

[Specifying an I/O Timeout](#)

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Restoring the Settings to Their Defaults

Follow the procedure below to restore the settings for [Adjust Print-head Positions], [Registration], [Adjust Paper Feed], and [I/O Timeout:] to their defaults.

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Restore Defaults/Other Settings].**
4. **Click [Restore Defaults]**
A confirmation message appears.
5. **Click [OK].**

Note

- The settings currently made for [Adjust Print-head Positions], [Registration], [Adjust Paper Feed], and [I/O Timeout:] will be lost. These settings cannot be restored.

Reference

- [Opening from the Start Menu](#)
- [Opening from an Application](#)
- [Adjust Print-head Positions](#)
- [Registration](#)
- [Adjust Paper Feed](#)
- [Specifying an I/O Timeout](#)

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Specifying an I/O Timeout

Follow the procedure below to specify the amount of time the printer will wait for more information from the computer sending the print data before it times out.

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Restore Defaults/Other Settings].**

The [Restore Defaults/Other Settings] dialog box appears.

4. **In the [Select a time period] area, select the amount of time in the [I/O Timeout:] list.**
5. **Click [OK].**

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Checking the Current Printer Driver Version

Follow the procedure below to check the version of the printer driver currently installed.

1. **Open the printer properties dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [About].**

The [About] dialog box appears.

4. **Check the version.**

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[Printer Driver](#) > Uninstalling the Printer Driver

Uninstalling the Printer Driver

Follow the procedure below to uninstall the current printer driver before installing the new version of the printer driver.

↓ Note

- The Printer Status monitor installed with the current printer driver will be uninstalled when the current printer driver is uninstalled.
- Custom settings registered are also deleted. To continue using the registered custom settings, save them as custom setting files before uninstalling.

1. On the [Start] menu, point to [Settings], and then click [Printers].

↓ Note

- Under Windows XP Professional, click [Printers and Faxes] on the [Start] menu.
- Under Windows XP Home Edition, click [Control Panel] on the [Start] menu. Click [Printers and Other Hardware], and then click [Printers and Faxes].

2. Click the icon of the printer, and then click [Delete] on the [File] menu.

3. A confirmation message appears. Click [Yes].

The printer driver is uninstalled.

☰ Reference

- [Saving a Registered Custom Setting in a File](#)

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Loading Paper

Load paper into the paper tray.

↓ Note

- Load paper with the paper grain parallel to the feed direction.

☰ Reference

- [Printing on Thick Paper](#)

Related topics

[Loading Paper into the Paper Tray](#)

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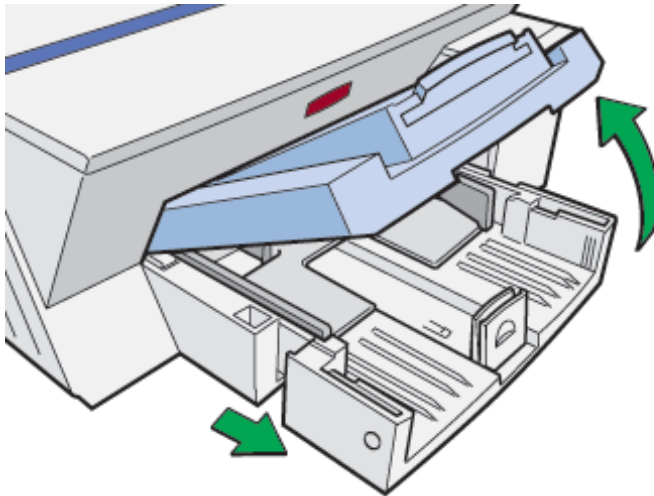
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Loading Paper into the Paper Tray

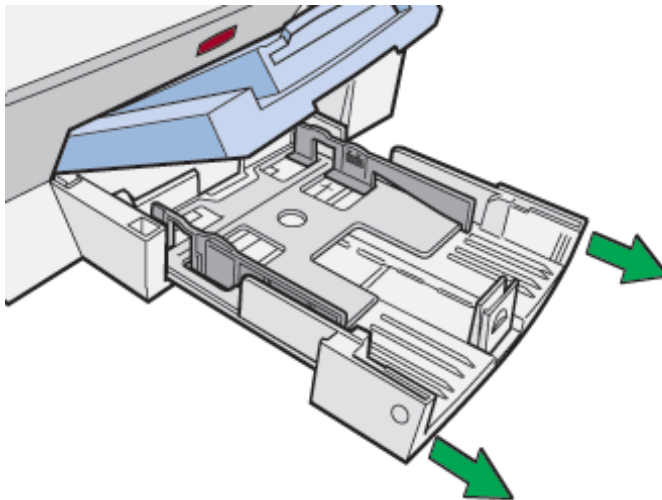
Follow the procedure below to load paper into the paper tray.

1. **Lift the output tray.**



When the output tray is lifted, the paper tray will pop out slightly.

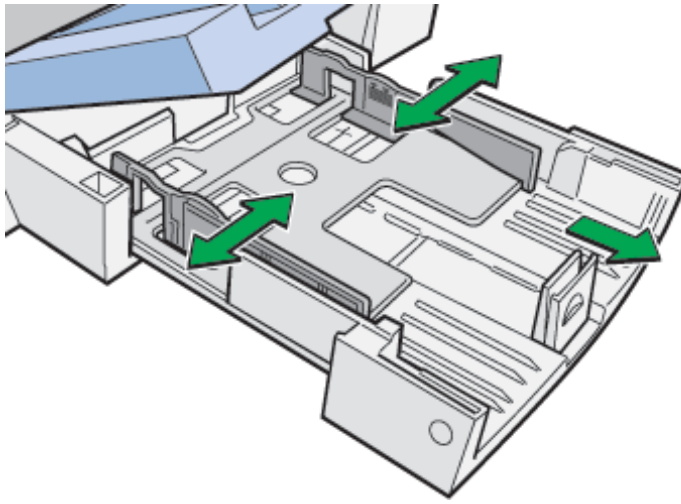
2. **Hold both side of the paper tray, and pull it toward you.**



↓ Note

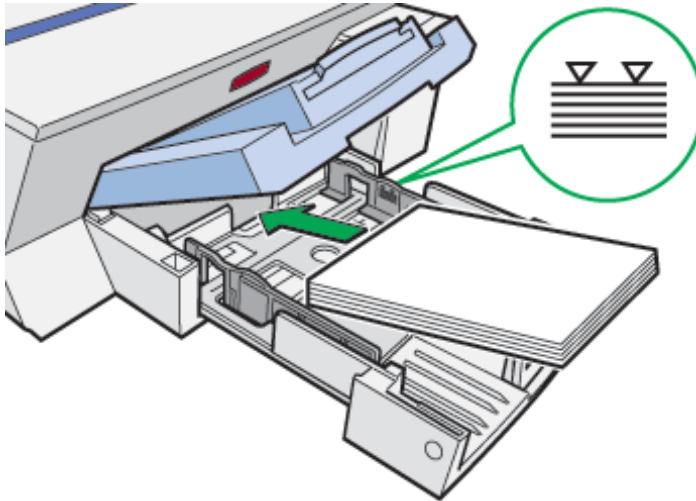
- The paper tray cannot be detached. Do not pull it forcefully.

3. **Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.**

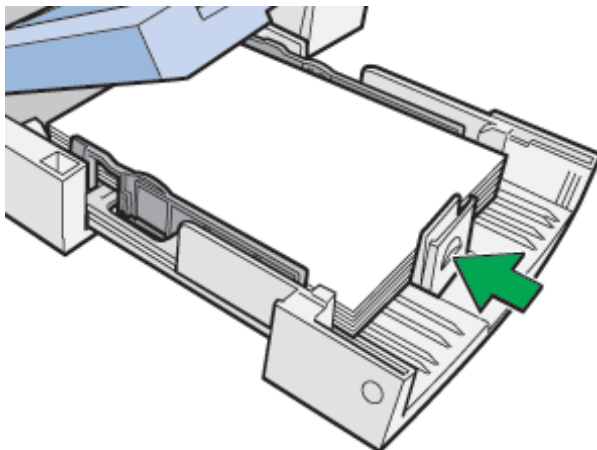


- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

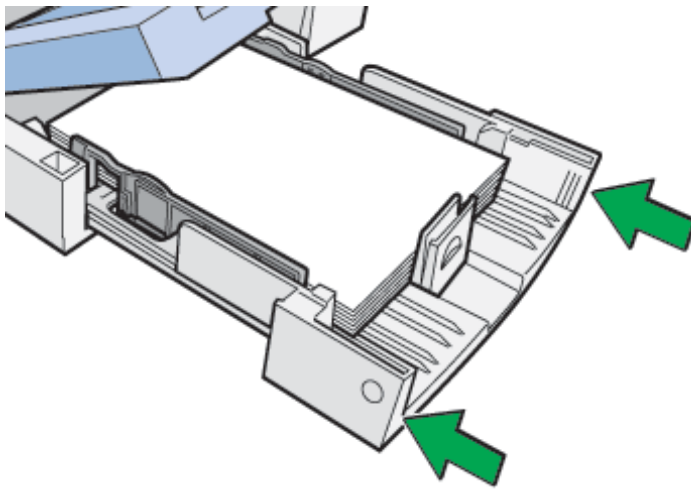
4. Load paper with the print side face down but not over the limit mark.



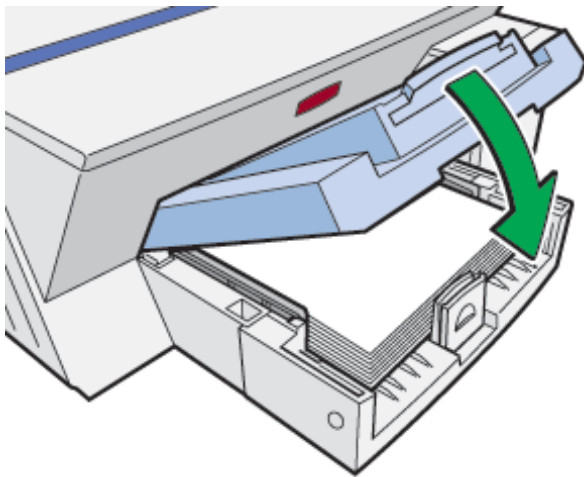
5. Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



6. Hold both sides of the paper tray, and push it gently in until it stops.



7. Lower the output tray.



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Compatible Paper

Before printing, check the paper types compatible with this printer.

Related topics

[Compatible Paper Types](#)[Compatible Paper Sizes](#)[Paper Handling Precautions](#)[Printable Area](#)[▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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Compatible Paper Types

You can use various types of paper.

- Plain paper

This paper is normally used for copying and printing. Unlike inkjet plain paper or semi-gloss photo paper, it is uncoated.

- Inkjet plain paper

This extra-white plain paper makes the printed colors appear more vivid. Since it does not have an ink-absorbent coating, you can write on it and use it for photocopying, just like regular plain paper.

- Semi-gloss photo paper

Glossy photo paper with reduced reflection is a good match for the pigmented inks used by the machine. Paper for dye inks is not recommended because the machine's pigmented inks may not take properly to it or may smear or rub off. Glossy photo paper can be used in this machine provided it is compatible with pigmented inks.

- Inkjet transparency

Transparency film for equipment such as overhead projectors is designed for the pigmented inks used by the machine. Film for plain paper copiers cannot be used because it does not absorb ink. Film for dye inks is not recommended because the machine's pigmented inks may not take properly to it or may smear or rub off. Transparency film can be used in this machine provided it is compatible with pigmented inks.

- Envelopes

For details about the types of envelope that can be used, see Paper Handling Precautions. [Paper Handling Precautions](#)

- Thick paper

For details about the types of thick paper that can be used, see Paper Handling Precautions. [Paper Handling Precautions](#)

↓ Note

- All types of paper besides thick paper can be loaded in the paper tray.

📖 Reference

- [Printing on Various Paper Types](#)

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Compatible Paper Sizes

You can use various sizes of paper.

Standard Sizes

- A4
- A5 (landscape)
- A6
- B5
- Executive (184.2 × 266.7 mm (7.3 × 10.5 inches))
- F (203.2 × 330.2 mm (8.0 × 13.0 inches))
- Foolscap (F4) (215.9 × 330.2 mm (8.5 × 13.0 inches))
- Folio (209.5 × 330.2 mm (8.3 × 13.0 inches))
- Letter
- Legal
- 5 1/2" × 8 1/2" (landscape)

Custom paper sizes

- Custom paper sizes: 148-356mm (length) × 90-216mm (width), (5.9-14.1 inches (length) × 3.6-8.5 inches (width))
- Custom paper sizes with the bypass tray: 148-1295.4mm (length) × 90-216mm (width), (5.9-51.0 inches (lengths) × 3.6-8.5 inches (width))

Envelopes

- Com10 (104.8 mm × 241.3 mm (4.2 × 9.5 inches))
- Monarch (98.4 mm × 190.5 mm (3.9 × 7.5 inches))
- C6 (114 mm × 162 mm (4.5 × 6.4 inches))
- C5 (162 mm × 229 mm (6.4 × 9.1 inches))
- DL Env (110 mm × 220 mm (4.4 × 8.7 inches))

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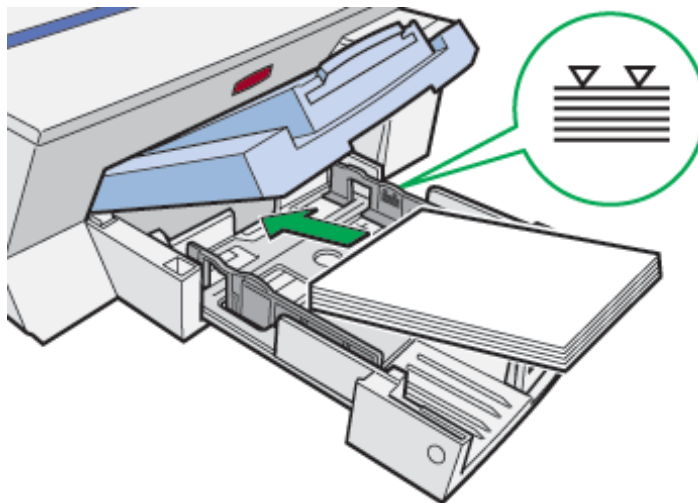
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Paper Handling Precautions

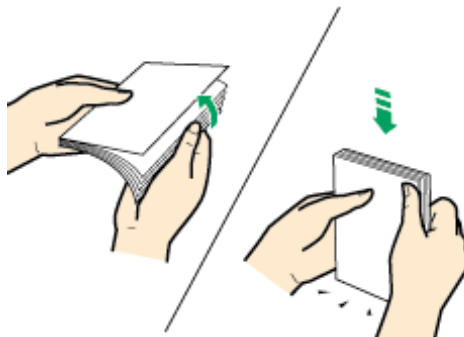
To ensure optimum print results, take care when handling paper before and after printing.

Loading precautions

- Use compatible paper.
- Load paper with the print side face down in the paper trays.
- Load paper with the paper grain parallel to the feed direction.
- Do not load paper of different types at the same time.
- Do not stack paper over the limit mark.



- Curled paper may jam. Straighten any curls before loading.

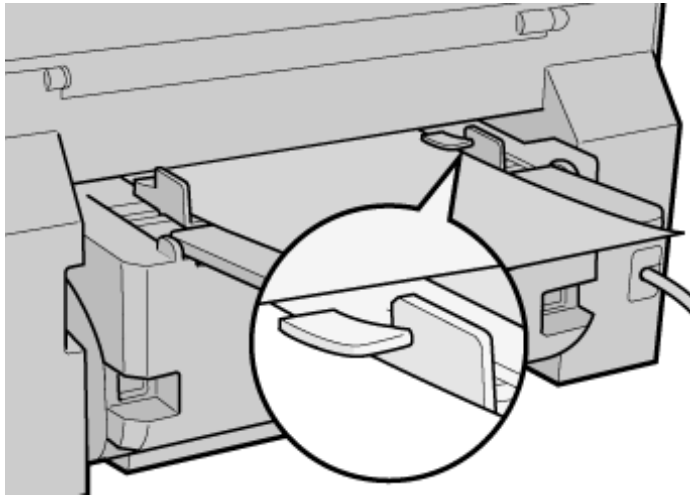


- Before loading envelopes, make sure their edges are sharply creased by rubbing the edges with a pen or similar object.



- When using the bypass tray, make sure the envelope or sheet of paper is between the top and bottom of

the bypass tray guides.



Paper storage precautions

- Do not store paper in humid places.
- Do not store paper in direct sunlight.
- Store paper flat.
- Store unused paper in the original package.

Paper type precautions

Plain paper

- Use the bypass tray to print on paper heavier than 105 g/m² (198.5 lb.).
- Depending on the type of paper, the ink may take time to dry. With duplex printing, the ink may smear or rub off. Using the printer driver, specify how long to wait for the ink to dry between printing each side of a duplex sheet. For details, see the printer driver Help. [Opening the Printer Properties Dialog Box](#)

Inkjet plain paper

- When printing on inkjet plain paper, in the printer properties dialog box, click [Inkjet Plain Paper]. This allows printing at higher quality.
- In the printer properties dialog box, when [Inkjet Plain Paper] is selected, only one-sided printing is possible. To print on both sides of a sheet, click [Plain].
- The ink may smear depending on the type of image. If this happens, set the envelope selector to the rear position ☒.
- Use as soon as possible after opening the package.

Semi-gloss photo paper

- The glossy side (or the pearl side) of the paper is the printing surface.
- Handle paper by the edges so as not to dirty or leave fingerprints on the print side.
- Make sure that sheets are not badly bent or scratched, and the print side is not damaged.
- Only one-sided printing is possible.
- After printing, do not touch the printed side until the ink has fully dried.
- If you want to stack prints soon after they are printed, we recommend inserting a moisture-absorbent sheet, like copy paper, between prints.
- Make sure that the output tray has no more than twenty sheets stacked on it.
- Semi-gloss photo paper is designed for photograph printing. For graphics, we recommend plain or inkjet plain paper.

- When using these sheets, see the instructions supplied with them.

Inkjet transparency

- Identify the print side by orientating the sheet vertically, so that the notched corner is at the bottom left. The side facing you is the print side.
- Load one transparency at a time. If you load more than one, the leading edges may get scratched.
- Handle sheets by the edges so as not to dirty or leave fingerprints on the print side.
- Make sure that sheets are not badly bent or scratched, and the print side is not damaged.
- Only one-sided printing is possible.
- Remove sheets from the output tray individually, as they come out.
- After printing, do not touch the printed side until the ink has fully dried.
- If you want to stack prints soon after they are printed, we recommend inserting a moisture-absorbent sheet, like copy paper, between prints.
- Ink takes time to dry. To prevent sheets from sticking together, remove them from the output tray individually, as they come out.
- If printing comes out streaked, adjust the paper feed level. See [Adjust Paper Feed](#).
- Use at 15-25°C (59-77°F) and 30-70% humidity.
- Use as soon as possible after opening the package.
- When using these sheets, see the instructions supplied with them.

Envelopes

- Feed envelopes one by one into the bypass tray at the back of the machine.
- Squeeze the excess air from the envelopes, making them as flat as possible.
- Load them properly, because the printable area depends on the orientation. See [Printable Area](#).

Thick paper

- Use the paper tray to load paper lighter than 105 g/m² (198.5 lb.).
- You can insert paper with weights up to 163 g/m² (308.7 lb.) into the bypass tray.
- Insert paper with the print side face up into the bypass tray.

Cautions to Observe After Printing

Depending on the paper type, the ink may take a while to dry. After printing, be careful not to touch the printed side until the ink has dried properly; otherwise, the ink may smudge.

Reference

- [Printing on Various Paper Types](#)

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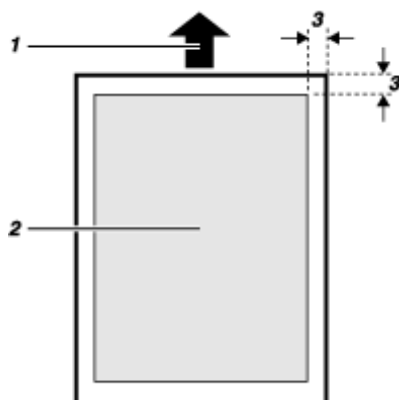
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Printable Area

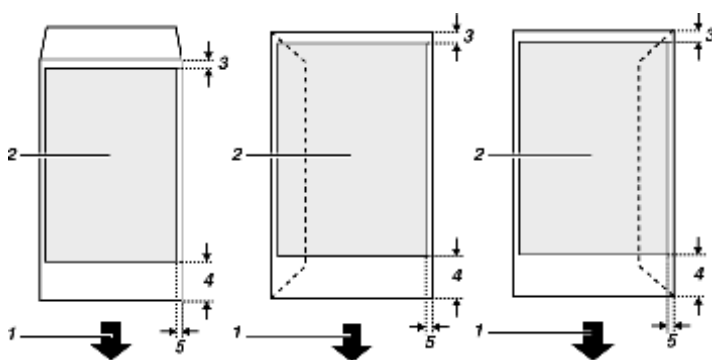
Printable and unprintable areas



1. **Feed Direction**
2. **Printable Area**
3. **3 mm (0.12 inches)**

Note

- Do not attempt to print beyond the guaranteed printable area. Paper feed precision is reduced around the printable area limits, resulting in lower print quality.
- When printing on envelopes, the following print area limitations apply.



1. **Feed Direction**
2. **Printable Area**
3. **8 mm (0.4 inches)**
4. **38 mm (1.5 inches)**
5. **5 mm (0.2 inches)**

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Non-compatible Paper

Check if the paper is compatible.

Do not use paper that is:

- wrinkled, folded, or damaged
- wavy at the ends
- curled
- absorbent
- dry and conducive to static buildup
- already printed on
- preprinted (unless specified)
- heat sensitive/non-carbon
- too thick or thin
- pre-stitched or hole-punched
- glued or tacked
- stapled or clipped together
- dark in places
- irregular in length and proportion

Note

- Even if compatible paper types are used, print quality may be lower than usual or paper jams may occur if the paper was improperly stored.

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Printing Will Not Start

If printing will not start, check whether the power of the printer is on or whether the power can be turned on or not.

Related topics

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Power Cannot Be Turned On

If the [Power] key does not light or does not blink when it is pressed, check if there is something wrong with the power cord or wall outlet.

Check the following:

- Make sure that the power plug is firmly inserted into the wall outlet.
- Check if there is something wrong with the wall outlet. Do this by connecting another electronic product whose operation you are familiar with.

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Paper Will Not Feed Even When the Power Is On

If printing will not start even when the power is on, check if an error has occurred using the indicators or Printer Status monitor.

An indicator is lit or blinking

Only the [Power] key is blinking.

The printer may be receiving data or replenishing its ink. Wait momentarily for the blinking [Power] key to stop and stay lit.

The [Test Paper Feed/Resume] key or a low ink indicator is blinking or lit.

An error has occurred. See [Error Indicator Summary](#).

An error message is displayed on the Printer Status monitor.

Click [User Guide...] to display the page corresponding to the error where you can check how to solve the problem in more detail. See [Printer Status Monitor Errors](#).



A print sample can be printed using keys on the control panel to check that the printer is not out of order.

When the power is off, while holding down the [Cancel] key and the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and a print sample will be delivered.

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Paper Is Not Fed or Delivered Normally

If the printer is operating but paper will not feed or paper jams multiple times, check the condition of the printer and paper.

Paper does not feed smoothly.

Paper guides are not adjusted properly.

- The paper guides of the paper tray do not match the paper loaded. Adjust the paper guides and load the paper again. See [Loading Paper](#).

Paper is not loaded properly.

- The paper is not loaded properly. Load the paper correctly. See [Loading Paper](#).

Paper is curled.

- Remove the loaded paper and check if it is curled. If it is, straighten the curl.

Paper that is not compatible is loaded.

- Remove the loaded paper and replace it with compatible paper. See [Non-compatible Paper](#).

Paper jams multiple times.

The guide board is not closed.

- Make sure that the guide board is closed. Remove the rear cover and press both sides of the guide board until it clicks closed.

Multiple sheets are inserted in the bypass tray.

- When using the bypass tray, insert paper one sheet at a time. See [Printing on Thick Paper](#).

Printing densely colored images on both sides.

- When printing images containing areas of solid color that consume a lot of ink, we recommend single-sided printing.

Multiple sheets of paper are fed at one time.

Load the paper again. Remove the paper from the paper tray, fan it well, and tap it on a flat surface such as a desk to

even the edges. Check the position of the paper guides of the paper tray, and then load the paper again.

Though a paper jam is cleared, paper does not feed.

When a paper jam occurs, clear the paper jam, and then press the [Test Paper Feed/Resume] key. See [Paper Jam](#).



- If an error is displayed on the Printer Status monitor, follow the instructions to solve the problem. See [Printer Status Monitor Errors](#).

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Paper Jam

This explains how to remove a paper jam. When a paper jam error appears in the Printer Status monitor, remove the paper from the location indicated.



- If you cannot locate paper jams or jammed paper cannot be removed easily, you can check the condition of paper from the top of the printer.

Related topics

[Removing Paper Jammed in the Paper Tray](#)[Removing Paper Jammed in the Bypass Tray](#)[Removing Paper Jammed under the Top Cover](#)[Removing Paper Jammed around the Guide Board](#)[Removing Paper Jammed in the Duplex Unit \(optional\)](#)[Removing Paper Jammed in the Output Tray](#)[Top](#) | [Previous](#) • [Next](#) [|](#)

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Removing Paper Jammed in the Paper Tray

Follow the procedure below to remove paper jammed in the paper tray.

1. Lift the output tray.

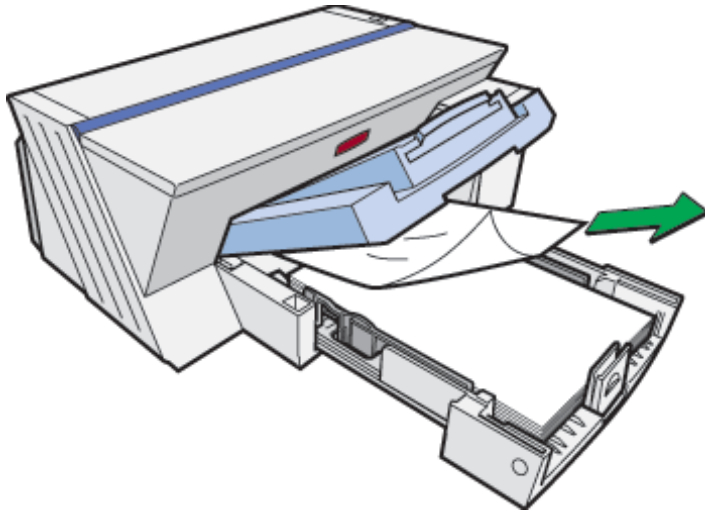
When the output tray is lifted, the paper tray will pop out slightly.

2. Hold both sides of the paper tray, and then pull it toward you.

Note

- The paper tray cannot be detached. Do not pull it forcefully.

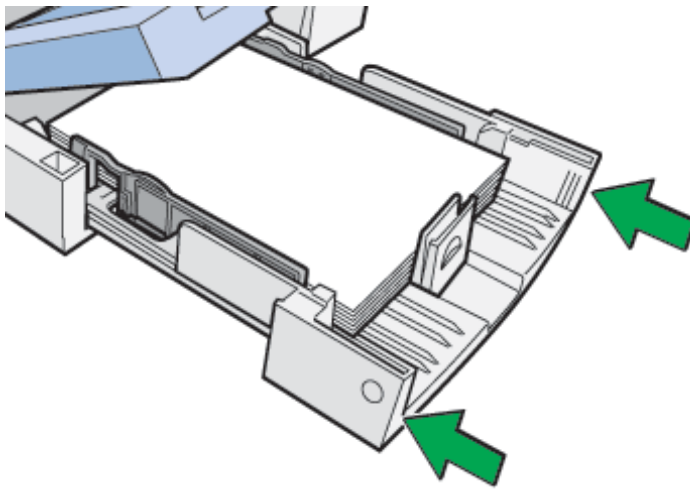
3. Remove jammed paper.



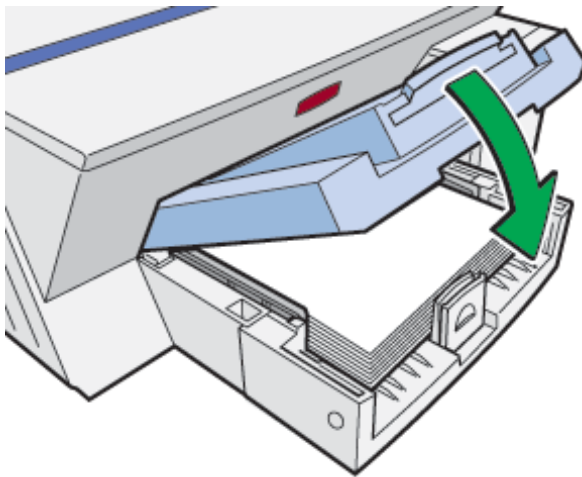
Note

- If you cannot remove the jammed paper or it is difficult to remove, the paper may be jammed inside the printer. Examine the paper carefully and remove.
- If you cannot locate jammed paper, it may be jammed inside the printer.

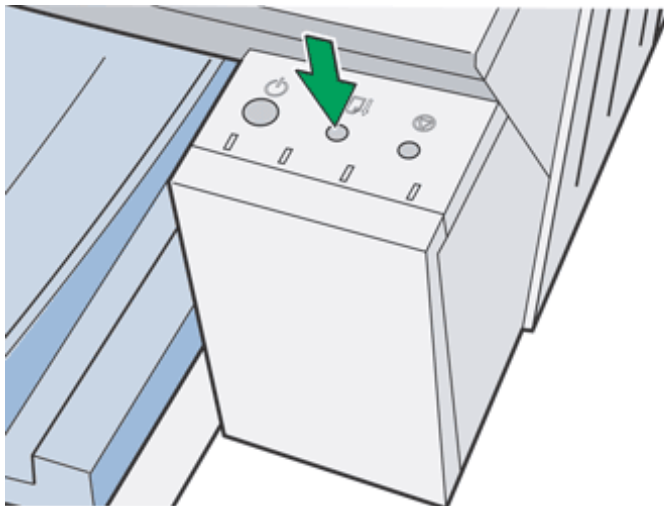
4. Hold both sides of the paper tray, and push it gently in until it stops.



5. Lower the output tray.



6. Press the [Test Paper Feed/Resume] key.



Printing starts.



- Blank paper may be delivered after printing resumes.

Reference

- [Removing Paper Jammed around the Guide Board](#)
- [Paper Is Not Fed or Delivered Normally](#)

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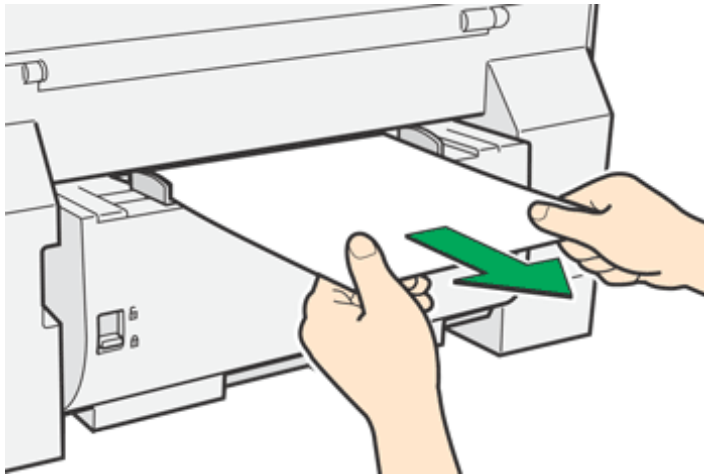
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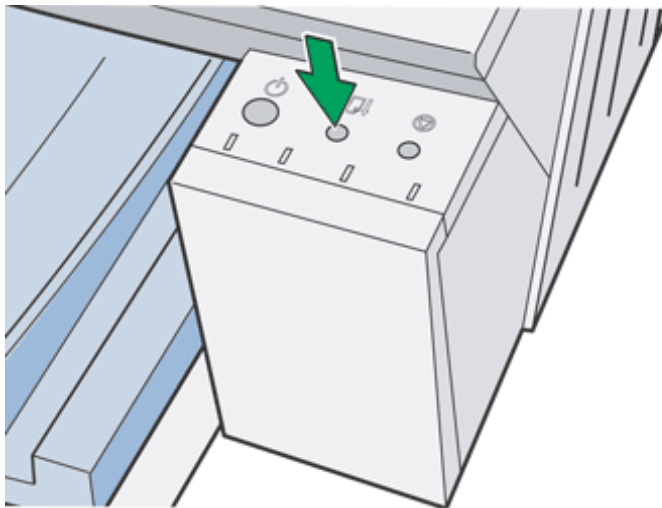
Removing Paper Jammed in the Bypass Tray

Follow the procedure below to remove paper jammed in the bypass tray.

1. Remove jammed paper.



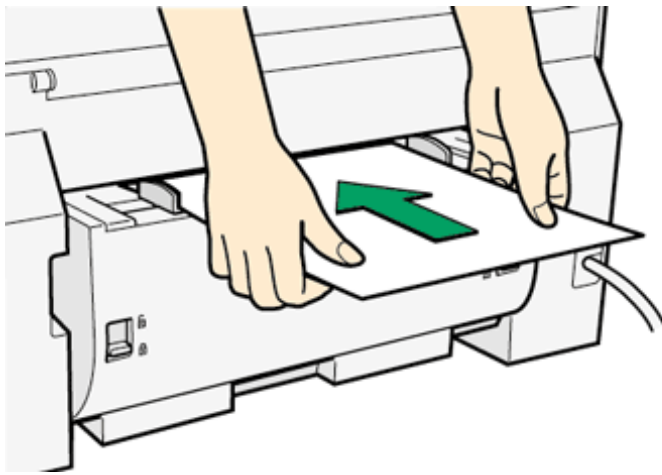
2. Press the [Test Paper Feed/Resume] key.



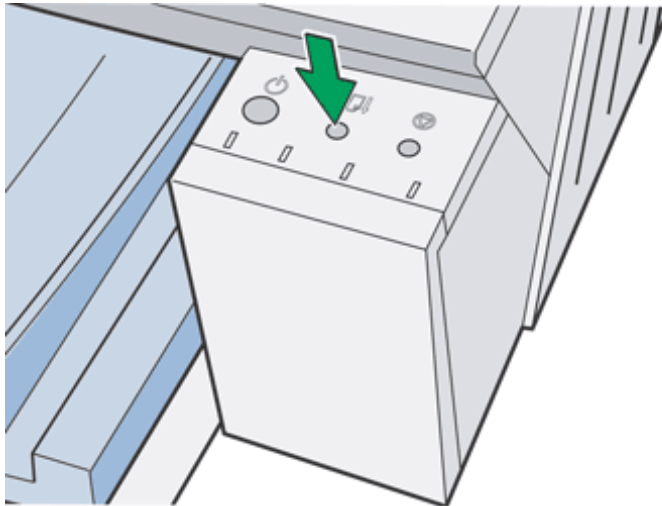
Note

- The [Test Paper Feed/Resume] key stops blinking and stays lit.

3. Insert a sheet of paper into the bypass tray with the print side face up.



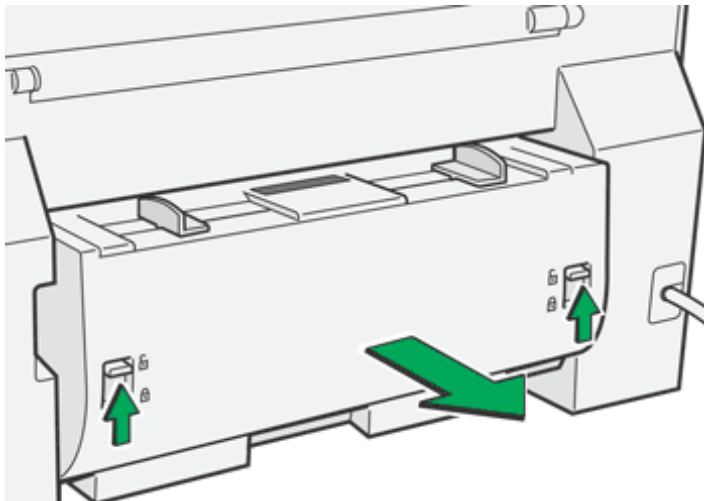
4. Press the [Test Paper Feed/Resume] key.



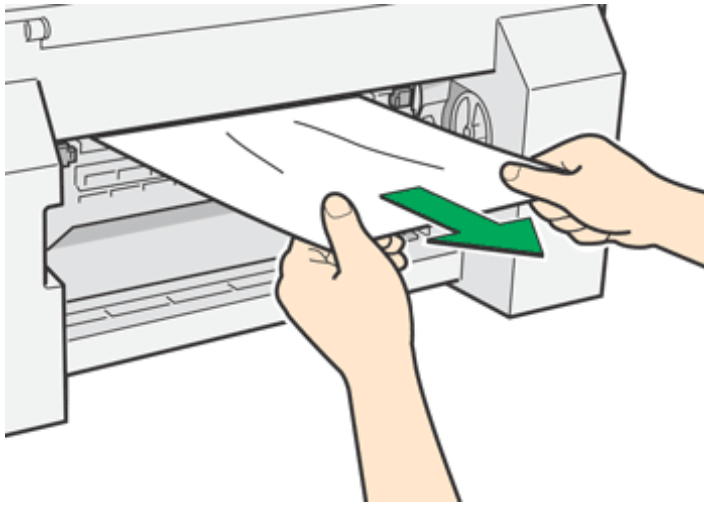
Printing starts.

If it is difficult to remove jammed paper, follow the procedure below to remove it.

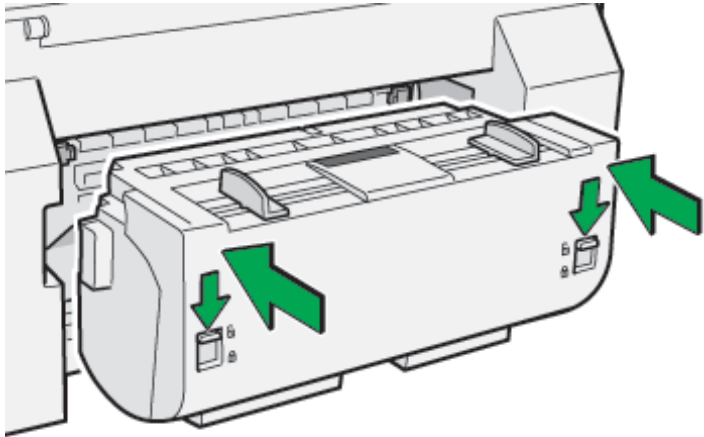
1. Move the duplex unit locks to the unlocked position, and then detach the duplex unit (optional).



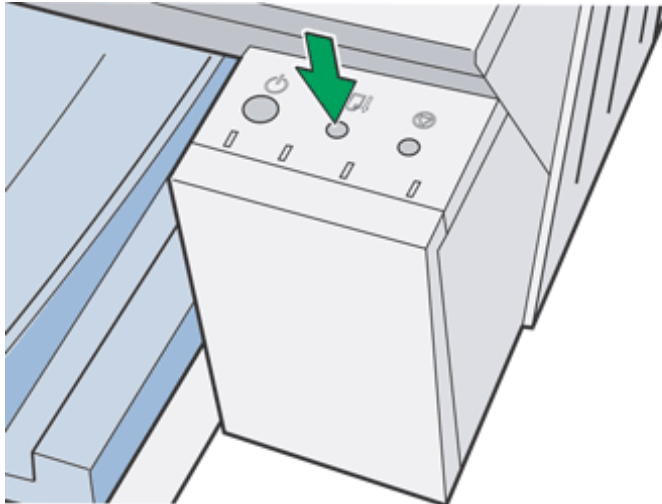
2. Remove jammed paper.



3. **Attach the duplex unit (optional), and then move the duplex unit locks to the locked position.**



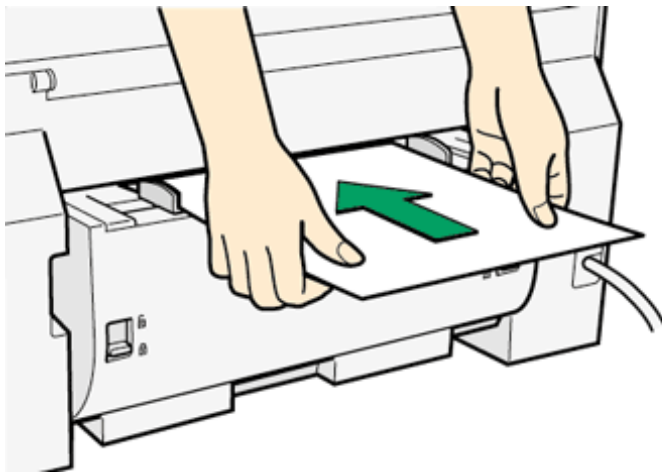
4. **Press the [Test Paper Feed/Resume] key.**



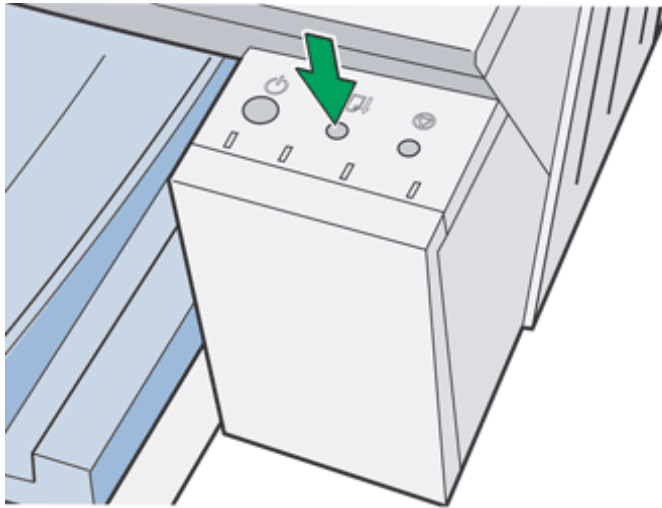
↓ **Note**

- The [Test Paper Feed/Resume] key stops blinking and stays lit.

5. **Insert a sheet of paper into the bypass tray with the print side face up.**



6. Press the [Test Paper Feed/Resume] key.



Printing starts.

↓ Note

- When the rear cover is attached, remove the paper using the same procedure.
- Remove the rear cover if it is attached.

☰ Reference

- [Paper Is Not Fed or Delivered Normally](#)

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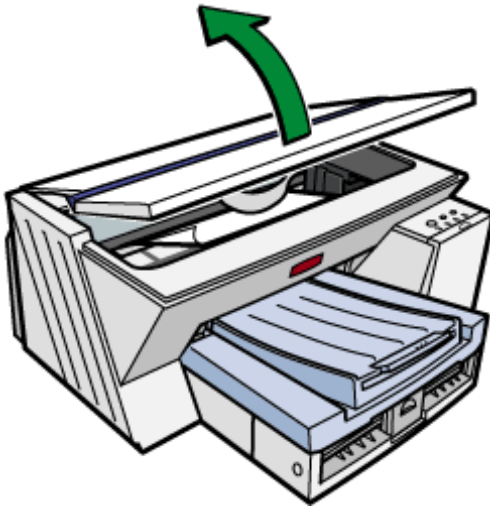
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Removing Paper Jammed under the Top Cover

Follow the procedure below to remove paper jammed under the top cover.

1. **Open the top cover.**



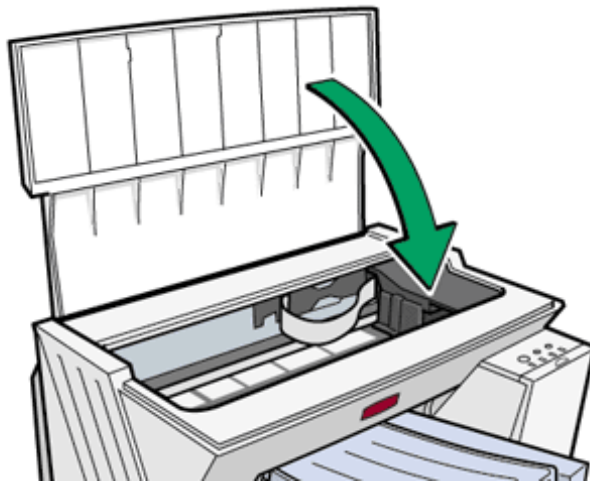
2. **If the carriage stops in the middle, move it to whichever side is easier to move it to.**
3. **Remove jammed paper.**



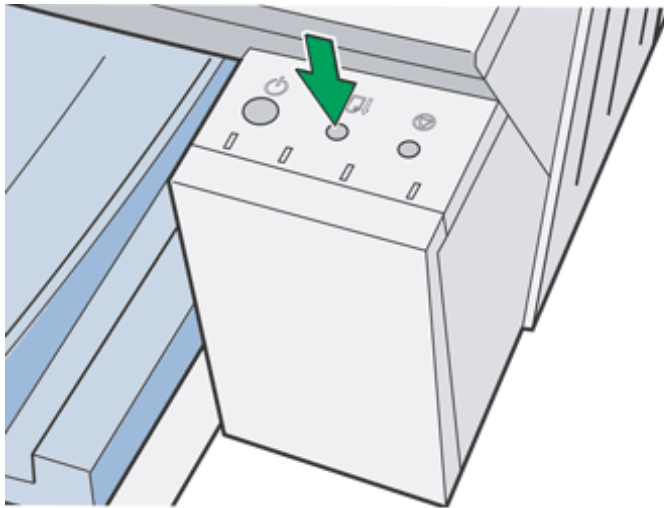
Note

- Take care not to snag the sleeves of your clothing on the cord.
- Do not touch the feed belt.

4. **Close the top cover.**



5. Press the [Test Paper Feed/Resume] key.



Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed.

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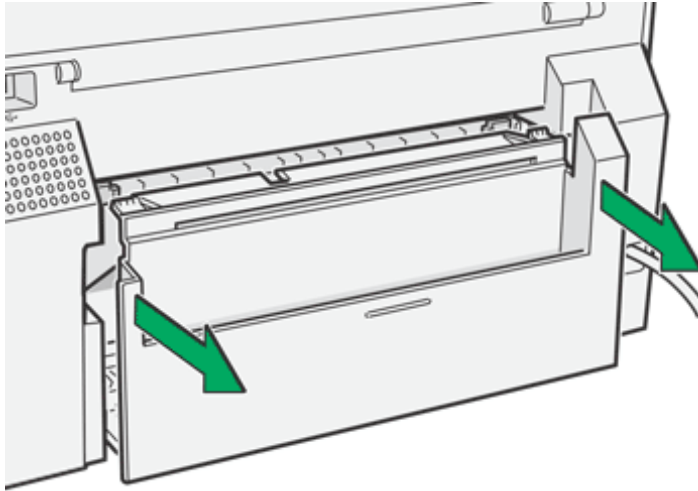
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Removing Paper Jammed around the Guide Board

Follow the procedure below to remove paper jammed around the guide board.

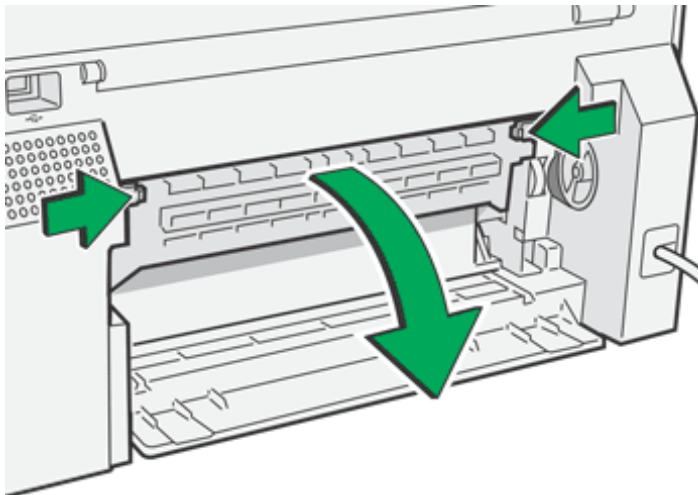
1. Remove the rear cover by pulling it toward you.



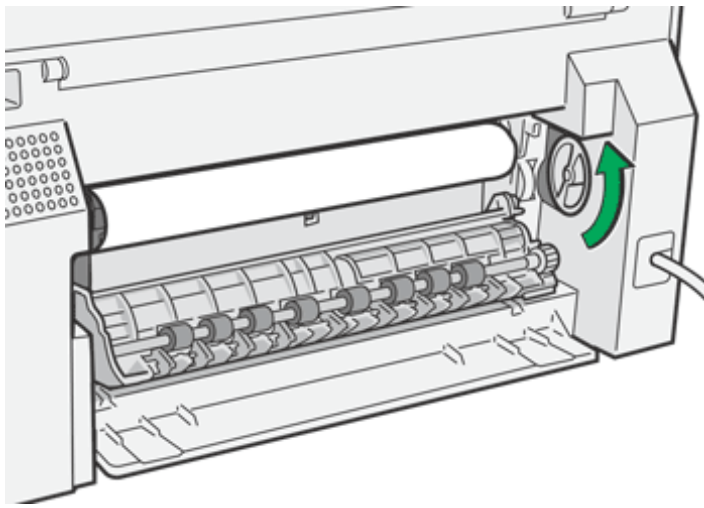
Note

- Detach the duplex unit, if installed, to remove the paper.

2. Unlock the guide board by moving the tabs on both sides toward the middle, and then open the guide board.

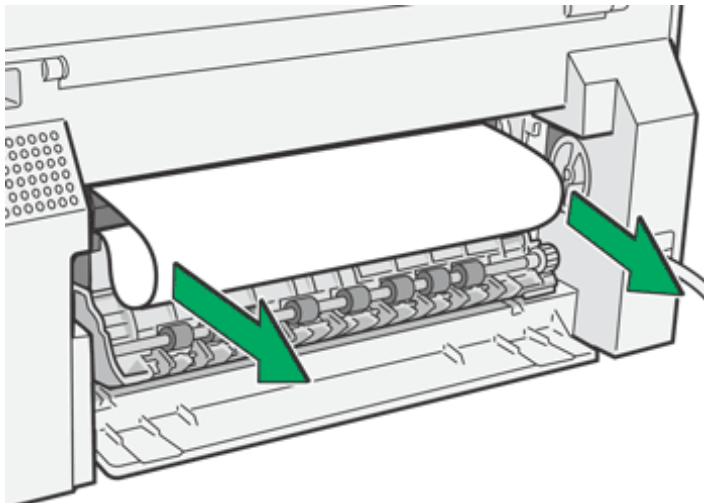


3. Turn the paper feed wheel to release paper from the feed belt.



Release paper from the roller to make it removable.

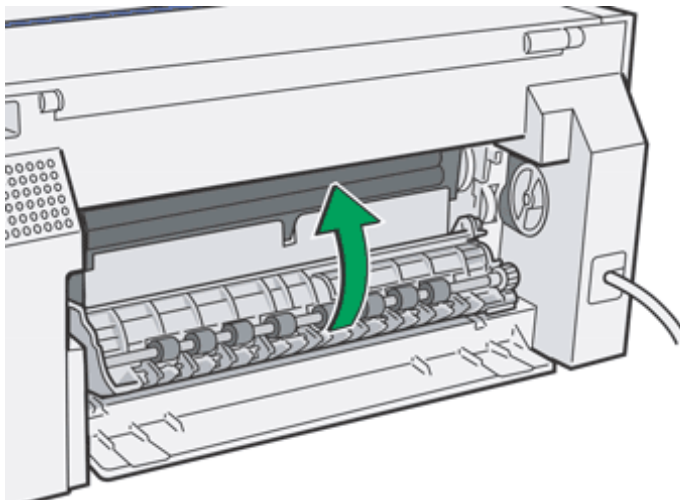
4. **Insert your finger between the paper and the roller, and then remove the paper slowly.**



↓ Note

- Do not touch the feed belt.

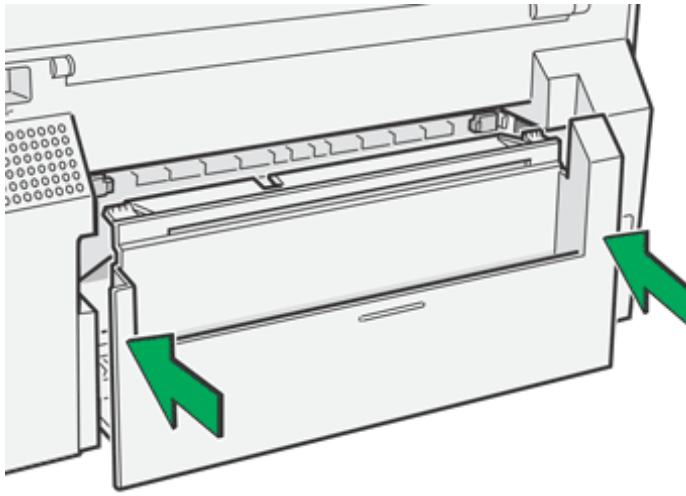
5. **Close the guide board.**



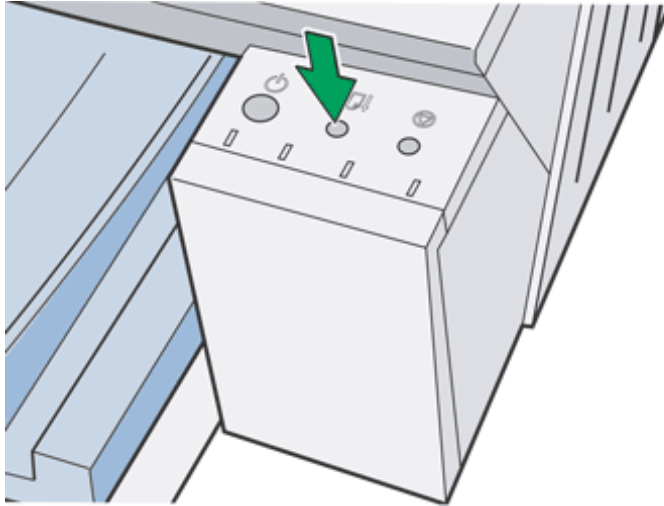
↓ Note

- Push the PUSH area on both sides of the guide board until it firmly closes.

6. **Reattach the rear cover.**



7. Press the [Test Paper Feed/Resume] key.



Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed.

Reference

- [Paper Is Not Fed or Delivered Normally](#)

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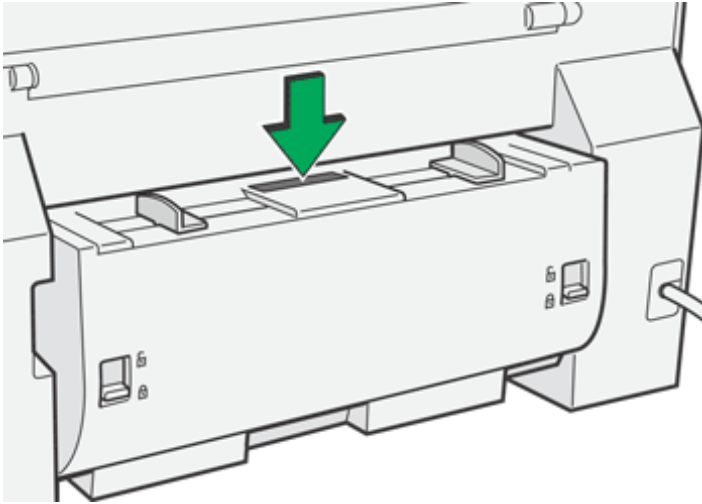
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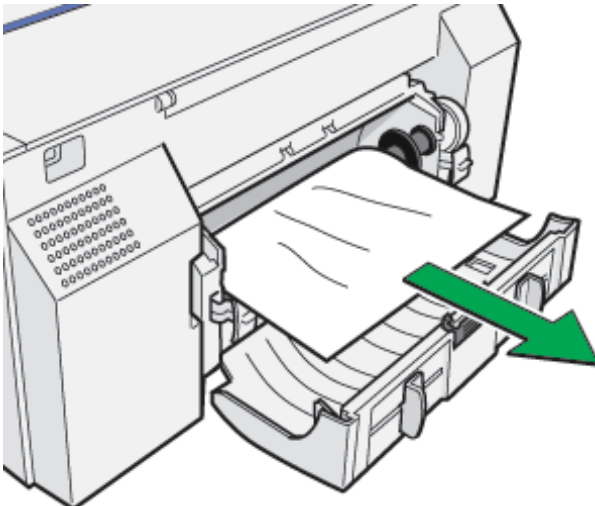
Removing Paper Jammed in the Duplex Unit (optional)

Follow the procedure below to remove paper jammed in the duplex unit (optional).

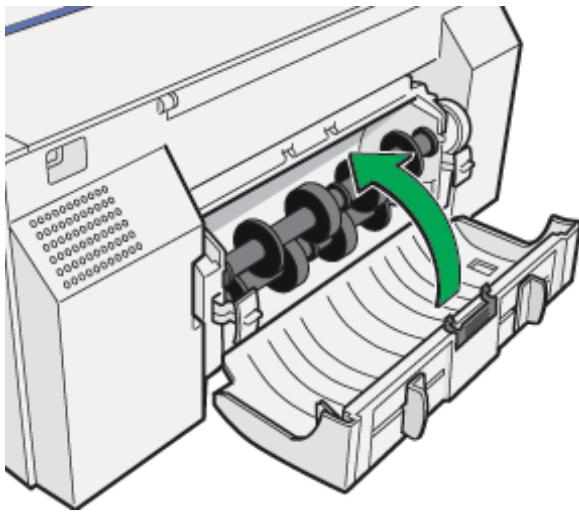
1. Press the duplex unit cover button, and then open the duplex unit.



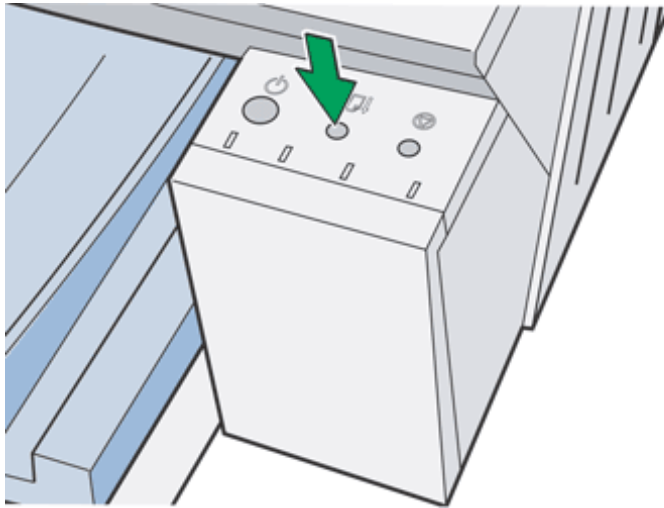
2. Remove jammed paper.



3. Close the duplex unit cover.



4. Press the [Test Paper Feed/Resume] key.



Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed

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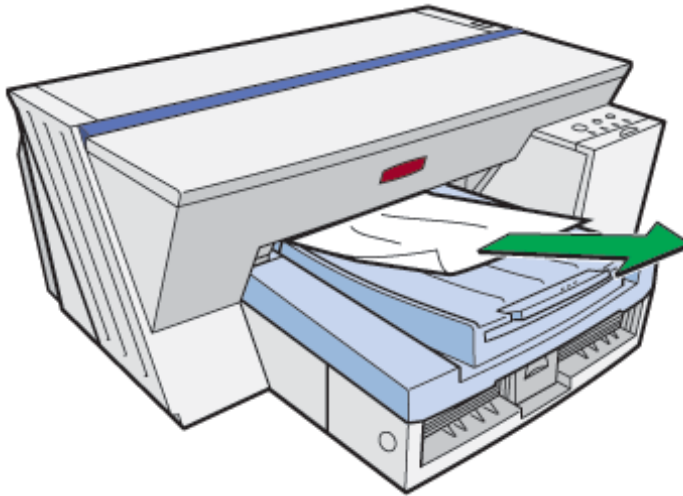
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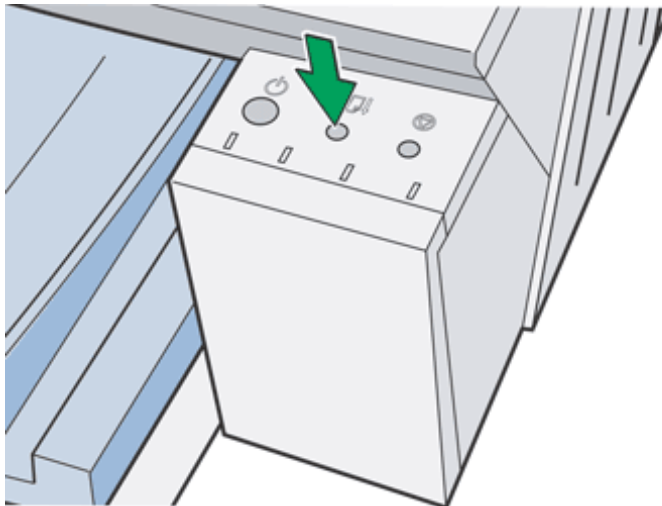
Removing Paper Jammed in the Output Tray

Follow the procedure below to remove paper jammed in the output tray.

1. Remove jammed paper.



2. Press the [Test Paper Feed/Resume] key.



Printing starts.



- Depending on how the paper was jammed, printing may resume from the next page, not the one jammed.

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Print Results Are Not Satisfactory

If there is a problem with the quality of the printing such as dirty or faint and patchy prints, first check the condition of the printer.

Check the following:

Does the envelope selector setting match?

Set the envelope selector according to the type of paper. For envelopes, set the lever to the rear position ; for everything else, set the lever to the forward position . See [Printing on Various Paper Types](#).

Has the printer not been used for a long time?

The ink may be dry or the nozzles of the print-heads may be clogged. Print the nozzle check test pattern and clean the print-heads as necessary. See [Nozzle Check](#) and [Clean Print-heads \(Normal\)](#).

Has the nozzle check test pattern been printed?

Print the nozzle check test pattern and check whether the print-heads are clogged. Clean the print-heads as necessary. See [Nozzle Check](#) and [Clean Print-heads \(Normal\)](#).

Have the print-heads been aligned?

If the image is fuzzy or lines are doubled, align the print-heads. If the problem persists, print the nozzle check test pattern and clean the print-heads as necessary. See [Adjust Print-head Positions](#), [Nozzle Check](#), and [Clean Print-heads \(Normal\)](#).

Is there a problem with the printer's location?

Make sure that the printer is level. Place the printer in a location where it will not be subject to shaking or excessive force.

Related topics

[Printing Is Uneven, Too Heavy, or Too Light](#)
[Dirty or Blotted Prints](#)

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Printing Is Uneven, Too Heavy, or Too Light

If there is a problem with the quality of the printing such as uneven printing or an inappropriate amount of ink being used, the following questions should be addressed.

Is an old Print cartridge being used?

Print cartridges should be opened before their expiration date and used within six months of being opened.

Does the paper type setting match?

Make sure that the paper type setting of the printer driver matches the type of paper loaded. See [Printing on Various Paper Types](#).

Are you printing on the wrong side of the paper?

Check which side should be printed on when using inkjet plain paper. If you print on the wrong side, the quality of the printing may be lower and the inside of the printer may get dirty. See [Paper Handling Precautions](#).

Is the setting of the envelope selector suitable?

The printed side may become worn depending on the type of image. If this happens, set the envelope selector to the rear position .

Is the brightness of the image suitable?

If the printing is being smeared even when the envelope selector is set to the rear position , the density of the printing may be too high. Increase the brightness of the image.

Is the [Duplex/Booklet] check box selected?

Duplex printing tends to produce fainter prints than single-sided printing. When performing single-sided printing, make sure the [Duplex/Booklet] check box is not selected.

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Dirty or Blotted Prints

If prints are dirty or blotted, the following questions should be addressed.

Is the paper being used too thick or thin?

Check if the paper is compatible. If extremely thick or thin paper is used, the print-heads will rub the paper and ink will leak. See [Compatible Paper](#).

Does the print-heads rub when plain paper is used?

Set the envelope selector to the rear position .

Have you touched the printed side of paper?

Avoid touching the printed side of paper. Particularly, avoid touching semi-gloss photo paper and inkjet transparency that have just been printed because the ink takes time to dry. Remove them one at a time from the output tray without touching the printed side, and then let them dry fully. See [Paper Handling Precautions](#).

Is the inside of the printer dirty?

If the leading edge or back side of printed paper is dirty, the inside of the printer may be dirty. Also, if black vertical lines appear on the printed side of paper, the delivery rollers may be dirty. Turn the power off, and then while pressing the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. A blank sheet of paper will be delivered to clean the delivery rollers. Repeat this operation multiple times.

Is the paper loaded in the correct orientation?

Some paper cannot be loaded lengthwise depending on the size of the paper. Check the orientation in which the paper is loaded. See [Compatible Paper Sizes](#).

Is a genuine Print cartridge being used?

Using a cartridge other than a genuine Print cartridge or using a cartridge refilled with ink will lower the print quality and could cause a breakdown. Use a genuine Print cartridge. See [Recommended Consumables](#).

Are you printing densely colored images on both sides of paper?

When a large amount of ink is used to completely cover a side, one-sided printing is recommended.

When duplex printing, after printing one side of a sheet, does the machine wait for the ink to dry before printing the other side?

Depending on the type of paper, the ink may not have enough time to dry properly and so may smear or rub off. Using

the printer driver, specify how long to wait for the ink to dry between printing each side. For details, see the printer driver Help.[Opening the Printer Properties Dialog Box](#)

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Print Results Do Not Match the Displayed Image

If there are differences between the print results and the displayed image, first check the printer driver. Check the following:

Does the printer driver of the printer support the application used?

Check if an application other than a Windows operating system application is being used.

Is the printer driver of the printer being used?

Make sure that the printer you want to use for printing is selected. See [Opening from an Application](#).

Does data from a failed print job or canceled print job remain in memory?

Check whether data from a failed print job or canceled print job remains in memory. See [Canceling Printing](#).

Related topics

[Characters and Colors Do Not Match the Displayed Image](#)[Positions Do Not Match the Displayed Image](#)[Top](#) | [Previous](#) • [Next](#) |

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Characters and Colors Do Not Match the Displayed Image

If there are differences between the characters and colors of the print results and the displayed image, the following questions should be addressed.

Has the hue of colors been adjusted?

Since printed colors and screen colors are produced by different methods, a color printed and a color displayed on a screen can have different hues even though they are the "same" color. Use the color matching function to make the hue of printed colors and displayed colors closer. See [Changing the Color Profiling Pattern](#).

Has the nozzle check been performed?

The print-heads may be clogged and the amount of ink may not be able to be regulated. Print the nozzle check test pattern and clean the print-heads as necessary. See [Clean Print-heads \(Normal\)](#) and [Nozzle Check](#).

Was printing done in black and white?

Check the color setting of the application and the color print setting of the printer driver. See [Printing in Black and White](#).

Have the print quality settings been made?

Set the printing resolution to an appropriate level. See [Printing Using Preset Print Quality Settings](#).

Does the paper type setting match?

Make sure that the paper type setting of the printer driver matches the type of paper loaded. See [Printing on Various Paper Types](#).

Have you tried printing with inkjet plain paper?

Try printing with inkjet plain paper. The print results should be clearer. See [Printing on Various Paper Types](#).

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Positions Do Not Match the Displayed Image

If the position of printed items differs from the position of displayed items, the following questions should be addressed.

Have the settings for page layout been made?

Check whether page layout settings have been made with the application.

Does the paper size setting match?

Make sure that the paper size selected in the [Printout paper size:] list of the printer properties dialog box matches the size of the paper loaded.

Does the envelope selector setting match?

Set the envelope selector according to the type of paper. For envelopes, set the lever to the rear position ; for everything else, set the lever to the forward position . See [Printing on Various Paper Types](#).

Have the print-heads been aligned?

When bidirectional printing is performed, and lines and characters are blurred, align the print-heads. If the problem persists, print the nozzle check test pattern and clean the print-heads as necessary. See [Adjust Print-head Positions](#), [Nozzle Check](#), and [Clean Print-heads \(Normal\)](#).

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Printer Status Monitor Does Not Open

If the Printer Status monitor does not open for a shared printer, the following questions should be addressed.

Are the share settings correct?

Check the share settings of the printer. The printer driver must also be installed on the client computer. See [Setting Up a Server](#) and [Setting Up a Client Computer](#).

Does your Web browser support Printer Status Monitor?

Internet Explorer version 4.0 or later is required to display Printer Status Monitor and the dialog boxes displayed from the [Maintenance] tab of the printer driver.

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Printer Status Monitor Errors

If an error occurs with the printer, Printer Status Monitor displays an error message. Click [User Guide...] to display the page corresponding to the error where you can check how to solve the problem in more detail.

Related topics

[No Response from Printer](#)[No Paper/Tray Not Detected \(Bypass Tray\)](#)[No Paper/Tray Not Detected \(Paper Tray\)](#)[Paper Size Mismatch \(Bypass Tray\)](#)[Paper Size Mismatch \(Paper Tray\)](#)[Cover Open](#)[Duplex Unit Not Detected](#)[Print Cartridge\(s\) Not Detected](#)[Paper in Bypass Tray](#)[Cartridge End](#)[Ink End](#)[Out of Printable Temperature Range](#)[Printer Error](#)[▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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No Response from Printer

Follow the procedure below to check the port settings and the connection between the printer and computer.

1. **Check that the power of the printer is on.**
2. **Make sure that the computer and printer are properly connected using a USB cable.**
3. **Open the printer properties dialog box.**
4. **Click the [Details] tab.**
5. **Check that USB is selected in the [Print to the following port:] list.**



- Under Windows 2000/XP or Windows Server 2003, check that USB is selected in the list on the [Port] tab.

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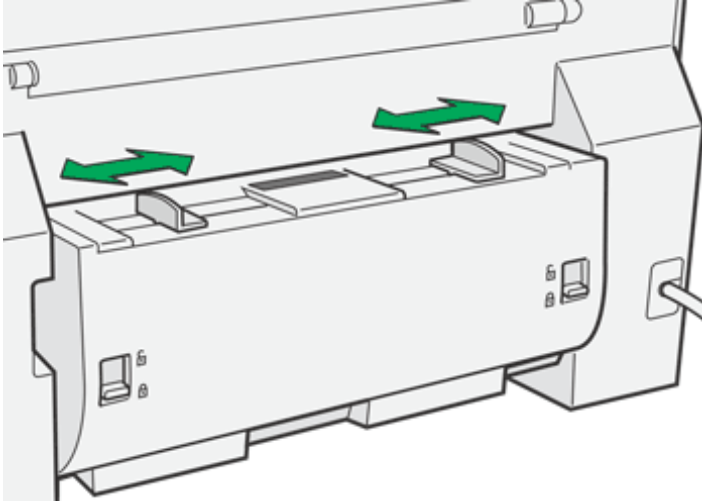
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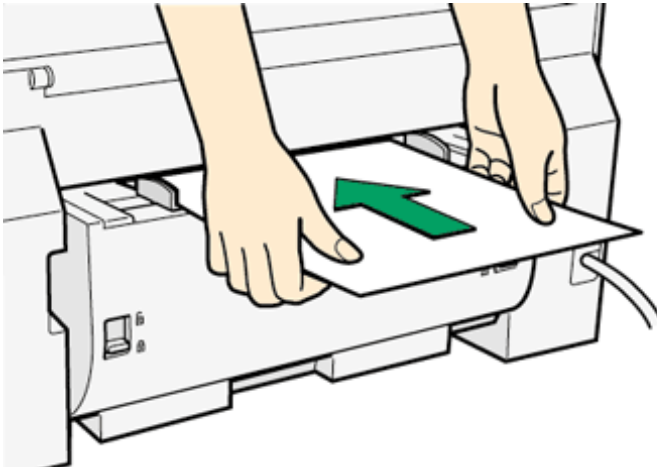
No Paper/Tray Not Detected (Bypass Tray)

If no paper is ready to be fed in the bypass tray, this message appears. Follow the procedure below to insert paper into the bypass tray.

1. Slide the bypass tray guides into position according to the paper size.



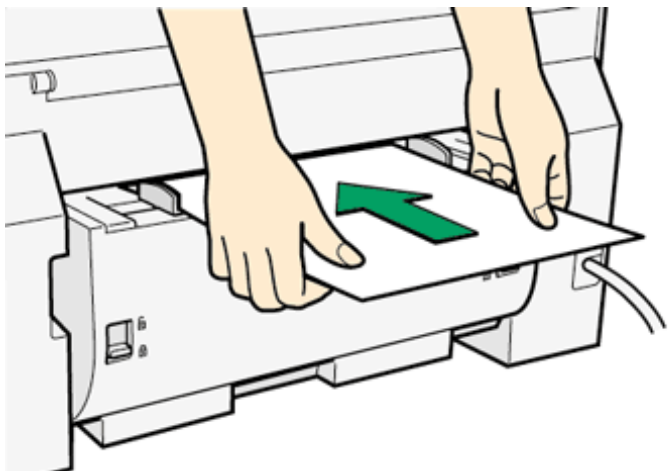
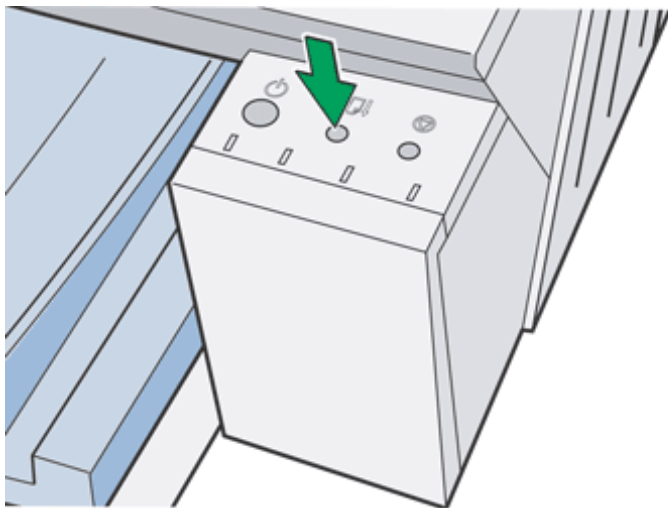
2. Insert a sheet of paper into the bypass tray with the print side face up.



↓ Note

- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.

3. Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

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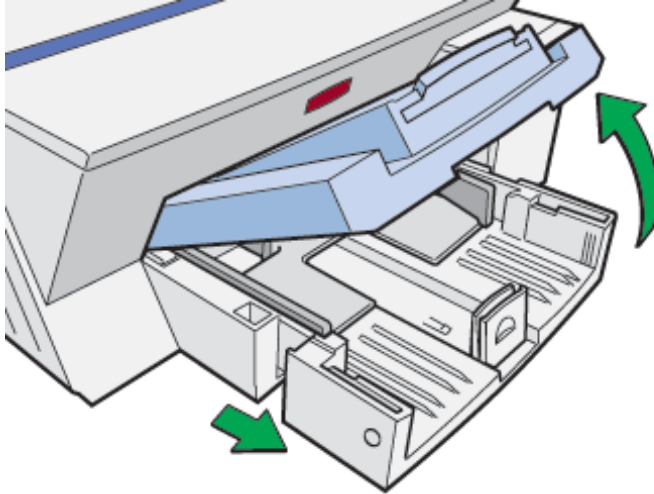
Standard

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No Paper/Tray Not Detected (Paper Tray)

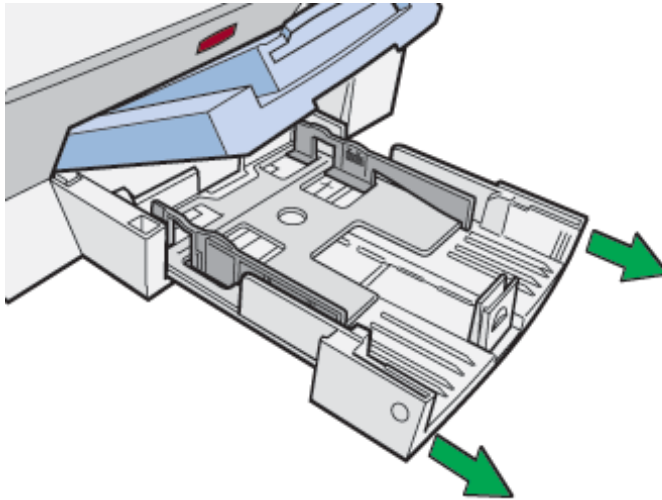
No paper is loaded in the paper tray or paper is not loaded properly. Follow the procedure below to load paper properly.

1. **Lift the output tray.**



When the output tray is lifted, the paper tray will pop out slightly.

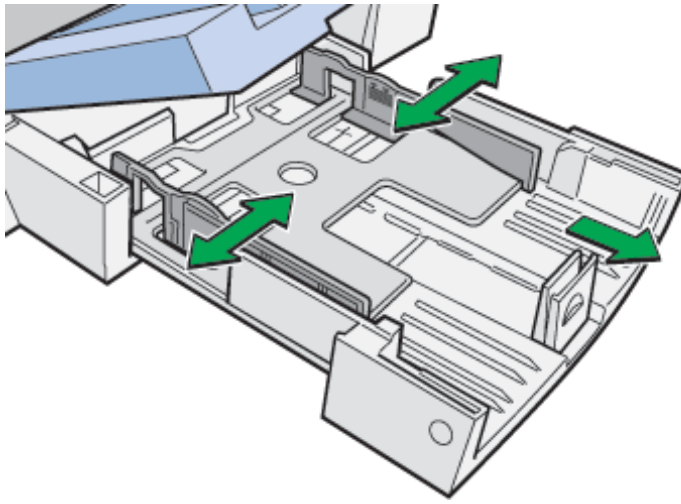
2. **Hold both sides of the paper tray, and pull it toward you.**



Note

- The paper tray cannot be detached. Do not pull it forcefully.

3. **Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.**



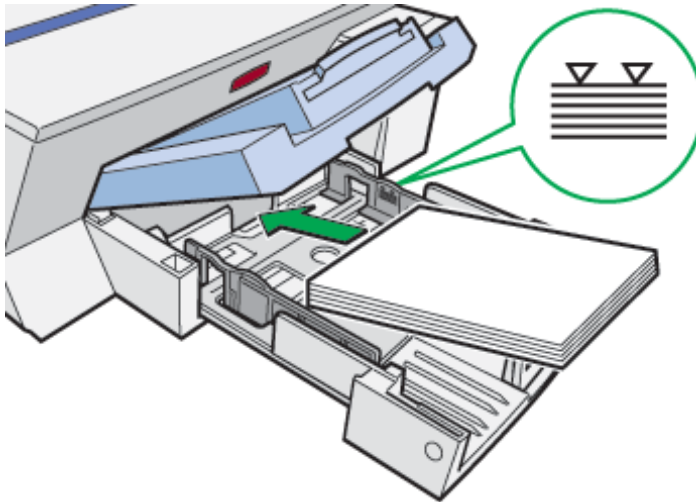
↓ Note

- If paper is already loaded, remove it from the paper tray, fan it well, and tap it on a flat surface such as a desk to even the edges.

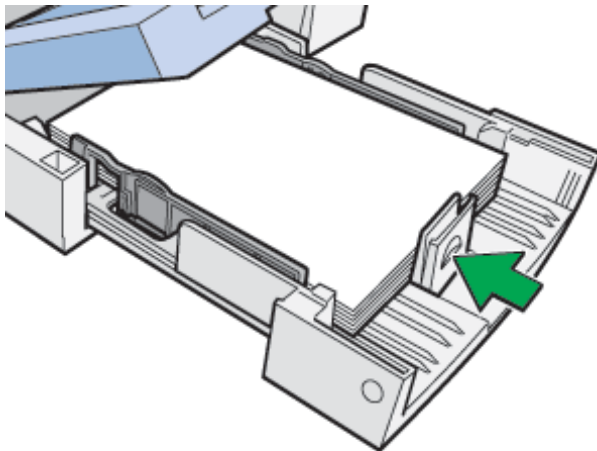
Check that the position of the paper guides and the front end guide match the paper size.

- Beforehand, make sure to squeeze the front end paper guide, and then expand the guide.

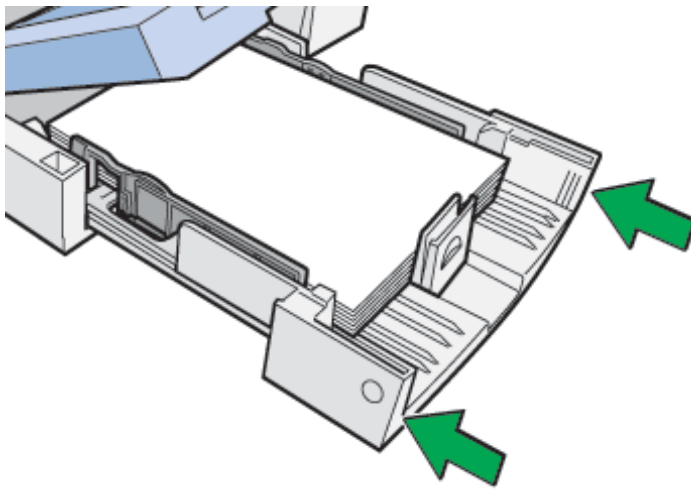
4. Load paper with the print side face down but not over the limit mark.



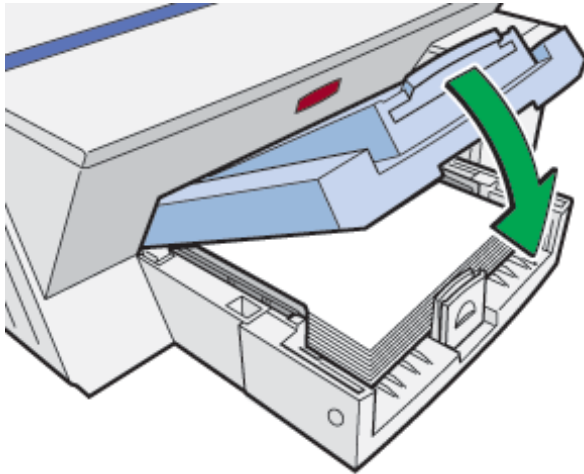
5. Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



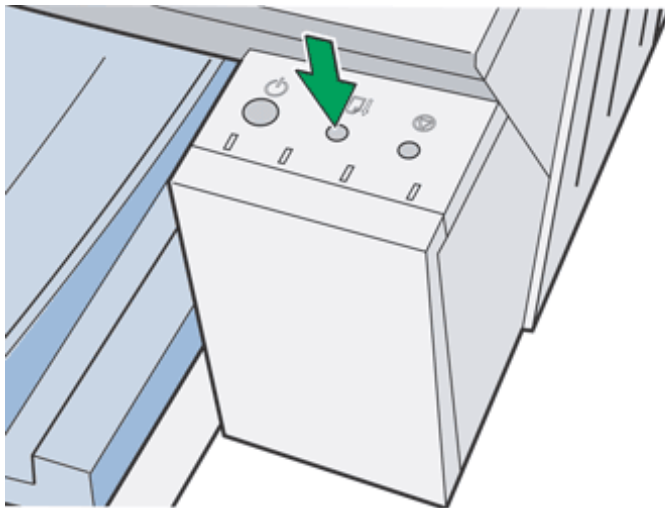
6. Hold both sides of the paper tray, and push it gently in until it stops.



7. Lower the output tray.



8. Press the [Test Paper Feed/Resume] key.



Printing starts.

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Paper Size Mismatch (Bypass Tray)

Paper of the incorrect size is loaded. Follow the procedure below to load the correct size of paper or change the paper size in the printer properties settings.

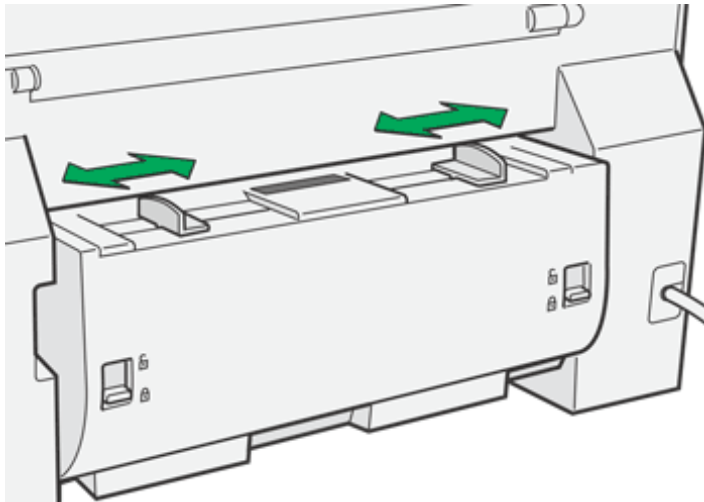
1. **Open the printer properties dialog box from the application.**
2. **Click the [Page Settings] tab.**
3. **In the [Original size:] and [Printout paper size:] lists, check document and paper sizes. To change the paper size, select a paper size in the [Printout paper size:] list.**

To enable the [Printout paper size:] list, select the [Reduce/Enlarge] check box.

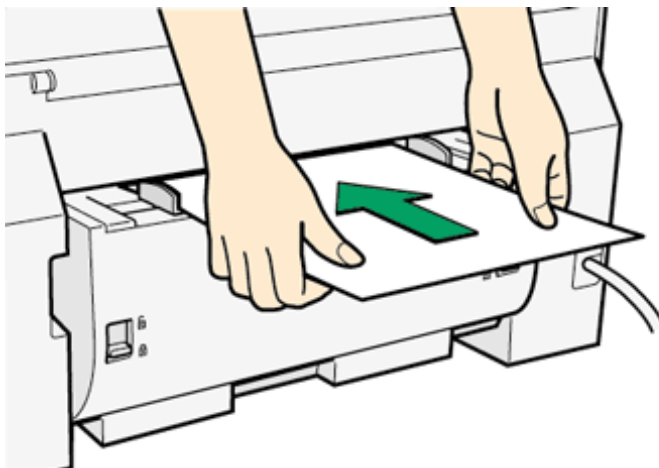


- If incorrect document and paper sizes are selected in the [Original size:] and [Printout paper size:] lists, cancel printing, and then select the correct sizes.
- If paper of the incorrect size is loaded, proceed to the next step.

4. **Slide the bypass tray guides into position according to the paper size.**



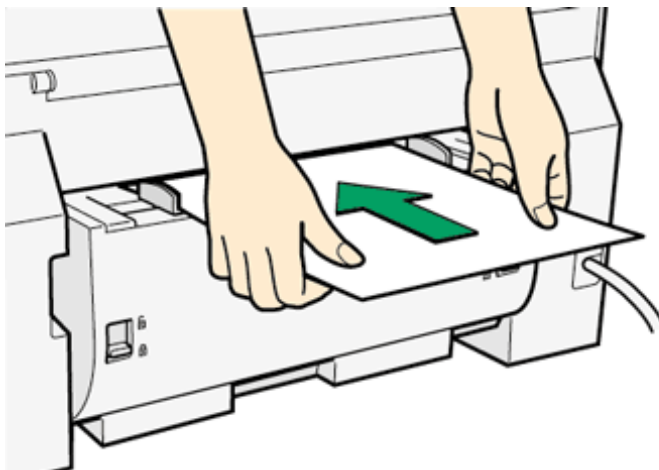
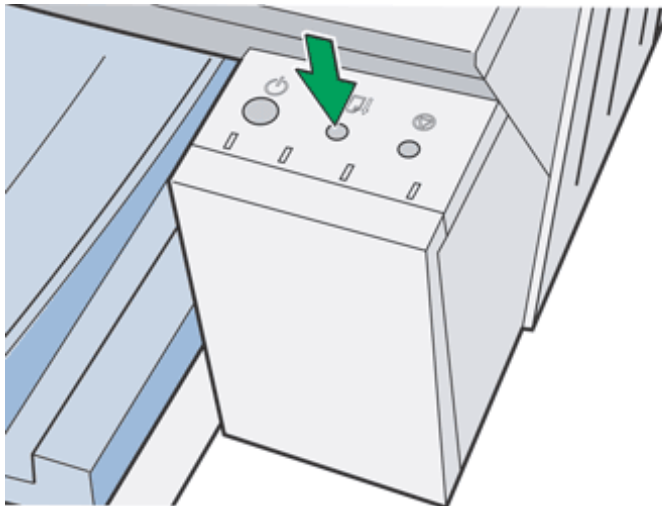
5. **Insert a sheet of paper into the bypass tray with the print side face up.**





- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.

6. Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.



- [Opening from an Application](#)
- [Canceling Printing](#)

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Paper Size Mismatch (Paper Tray)

Paper of the incorrect size is loaded. Follow the procedure below to load the correct size of paper or change the paper size in the printer properties settings.

1. **Open the printer properties dialog box from the application.**
2. **Click the [Page Settings] tab.**
3. **In the [Original size:] and [Printout paper size:] lists, check document and paper sizes. To change the paper size, select a paper size in the [Printout paper size:] list.**

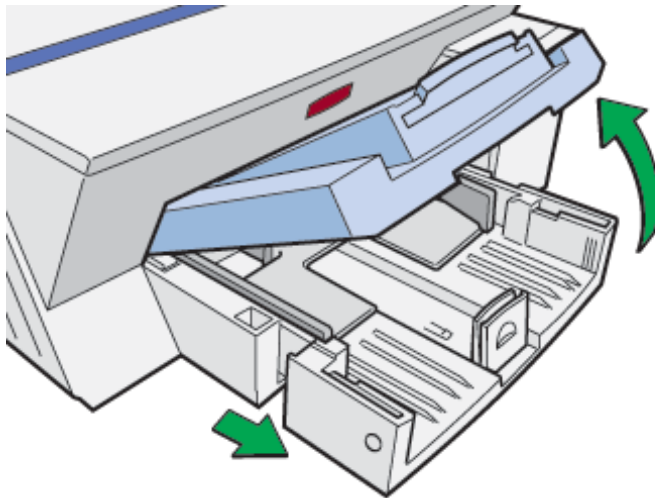
To enable the [Printout paper size:] list, select the [Reduce/Enlarge] check box.



- If incorrect document and paper sizes are selected in the [Original size:] and [Printout paper size:] lists, cancel printing, and then select the correct sizes.

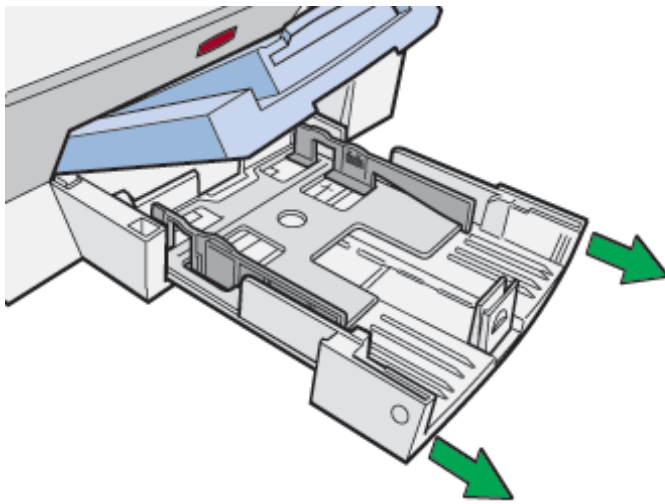
If paper of the incorrect size is loaded, proceed to the next step.

4. **Lift the output tray.**



When the output tray is lifted, the paper tray will pop out slightly.

5. **Hold both sides of the paper tray, and pull it toward you.**

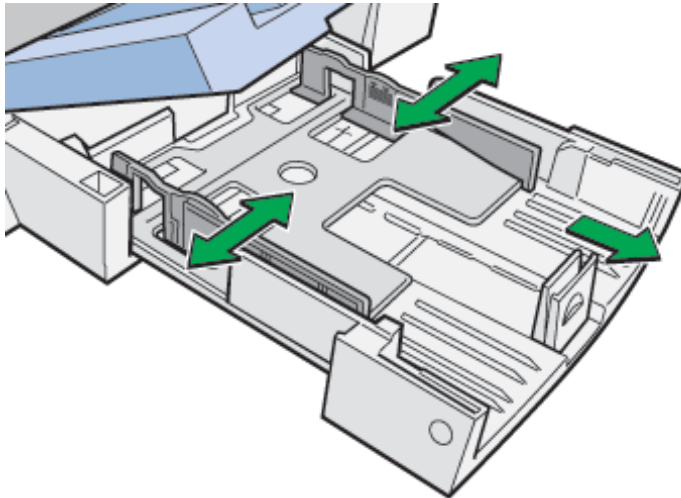


↓ Note

- The paper tray cannot be detached. Do not pull it forcefully.

6. Remove loaded paper.

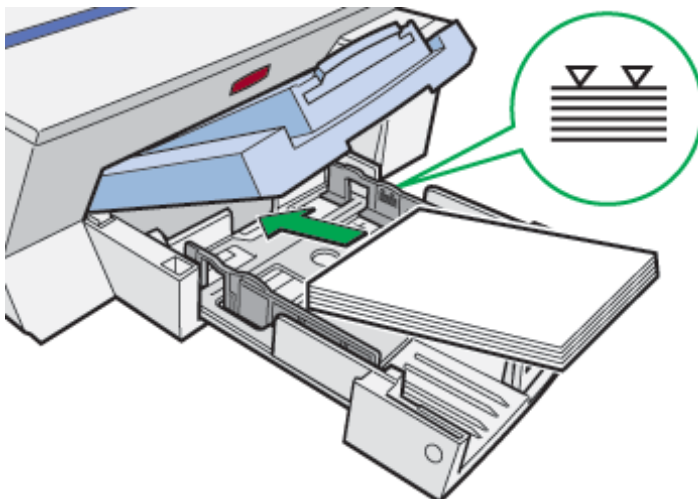
7. Squeeze the paper guide release, and then slide the side paper guides into position according to the paper size.



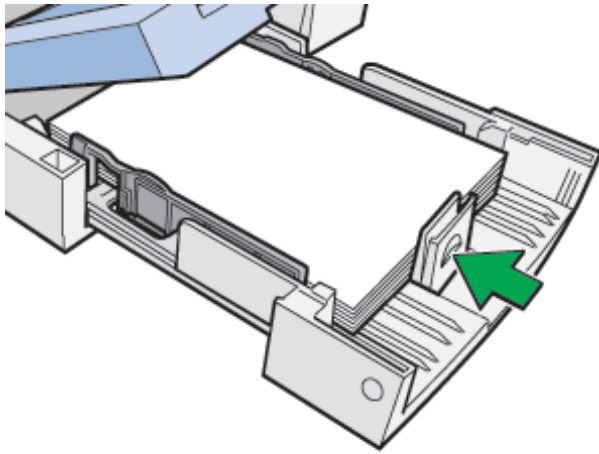
↓ Note

- The front end paper guide may also need to be adjusted.

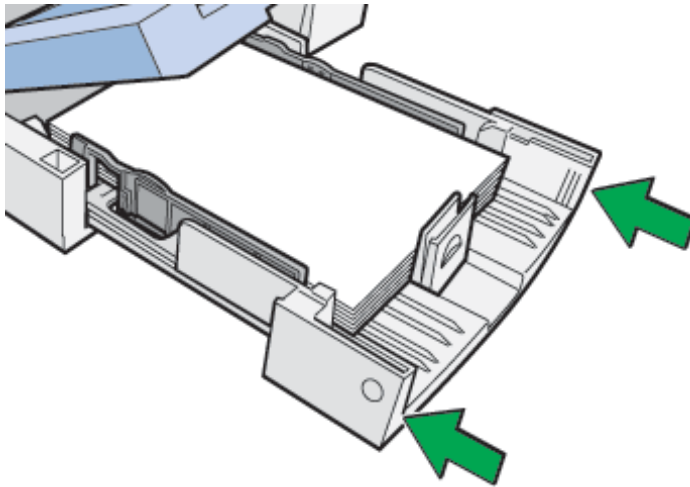
8. Load paper with the print side face down but not over the limit mark.



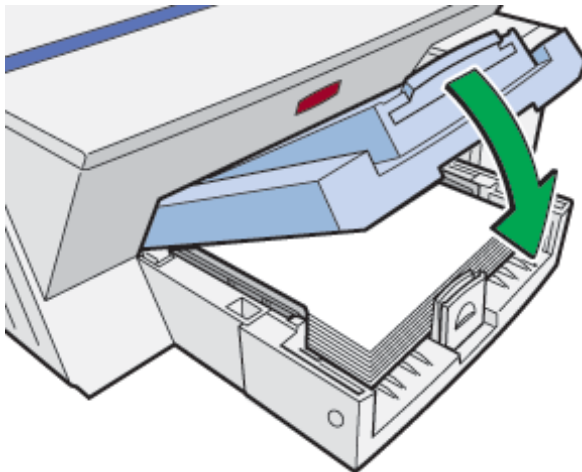
9. Squeeze the front end paper guide, and then slide it to meet the edge of the paper.



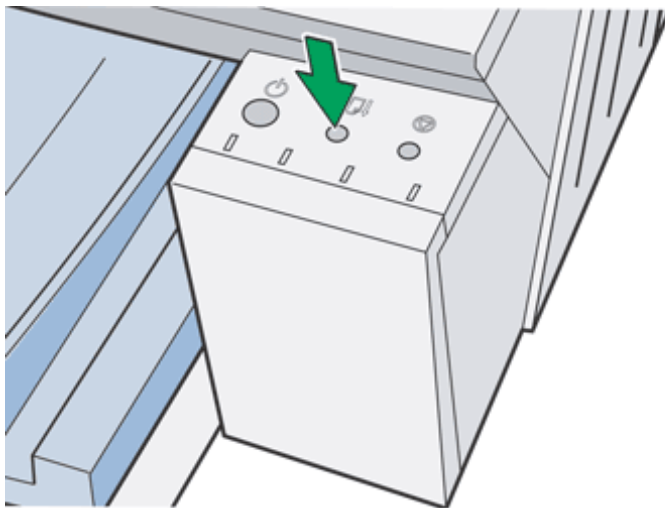
10. Hold both sides of the paper tray, and push it gently in until it stops.



11. Lower the output tray.



12. Press the [Test Paper Feed/Resume] key.



Printing starts.

Reference

- [Opening from an Application](#)
- [Canceling Printing](#)

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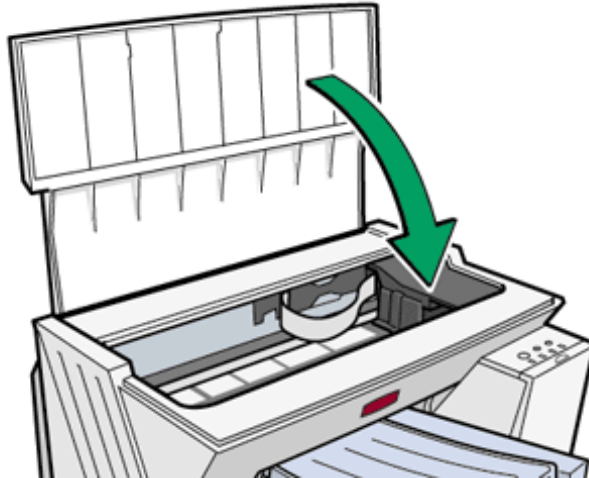
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Cover Open

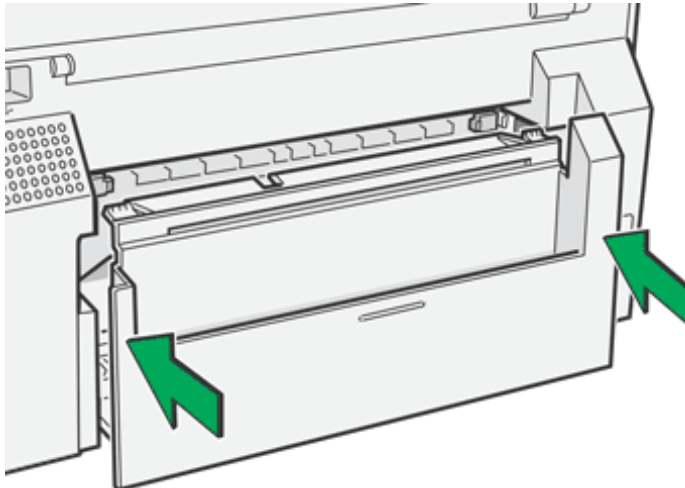
A cover is open. Close the cover.

Follow the procedure below to close the top cover or rear cover.

1. Close the cover.



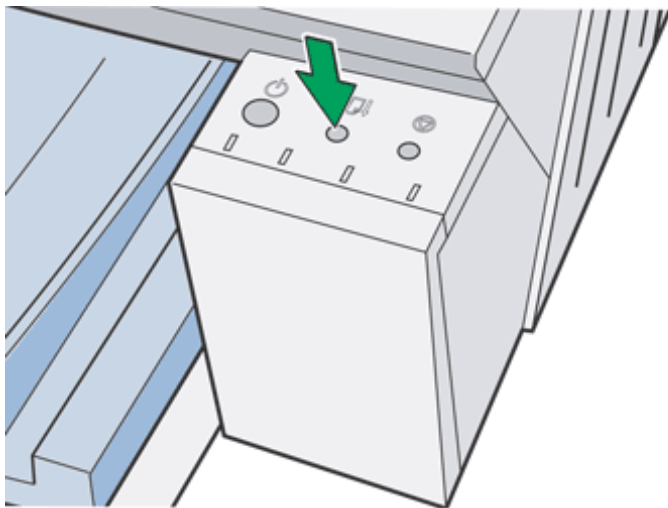
Re-attach the rear cover.



↓ Note

- When the duplex unit is installed, check that the duplex unit is correctly attached and the duplex unit cover is closed.

2. If the [Test Paper Feed/Resume] key lights, press that key.



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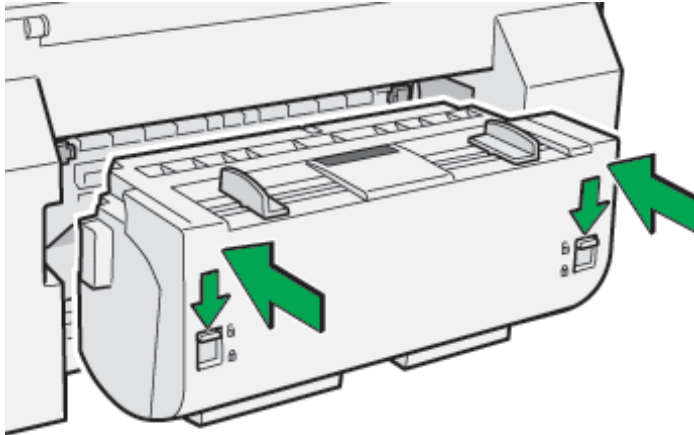
Standard

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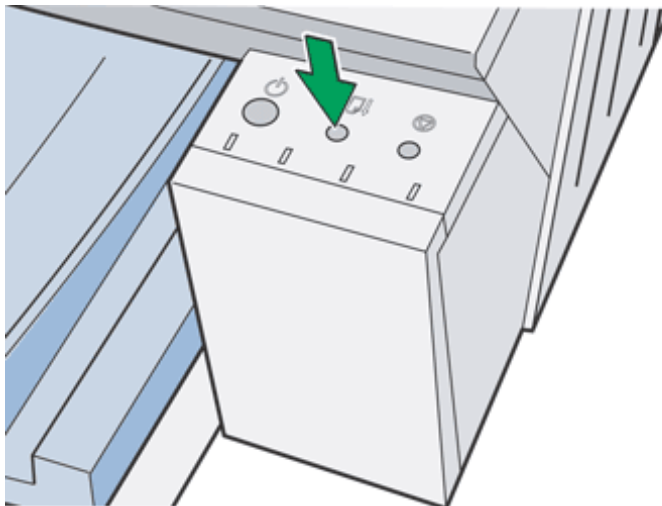
Duplex Unit Not Detected

The duplex unit (optional) is not attached correctly. Follow the procedure below to attach the duplex unit (optional) correctly.

1. **Re-attach the duplex unit (optional).**



2. **Move the duplex unit locks to the locked position.**
3. **If the [Test Paper Feed/Resume] key lights, press that key.**



Note

- Printing is not possible if the rear cover is not attached or the duplex unit (optional) has not been installed.

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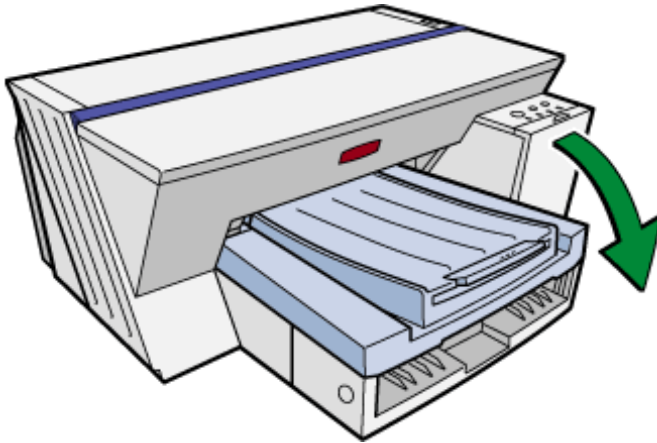
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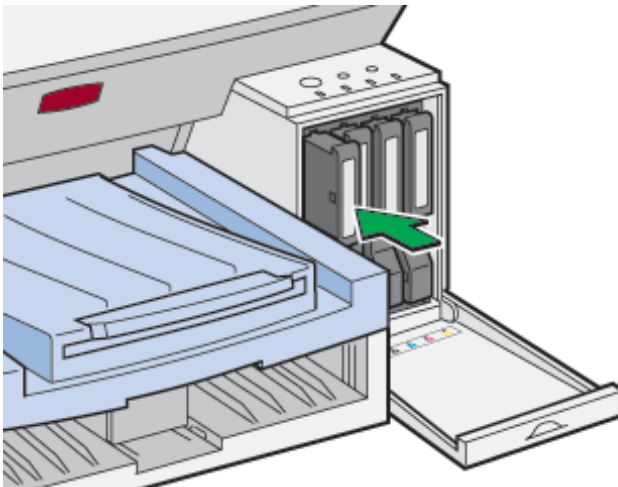
Print Cartridge(s) Not Detected

A Print cartridge is not installed correctly. Follow the procedure below to install the Print cartridge correctly.

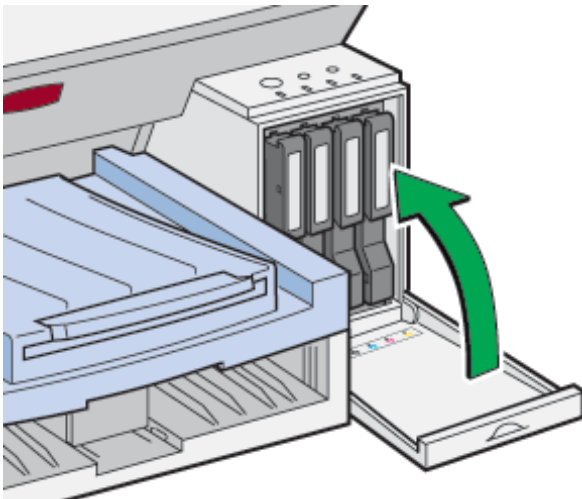
1. Open the right front cover.



2. Push in the cartridge using the PUSH area.



3. Close the right front cover.





- If the error persists, take the Print cartridge out once, and then install it again. The procedure above should be performed only once.

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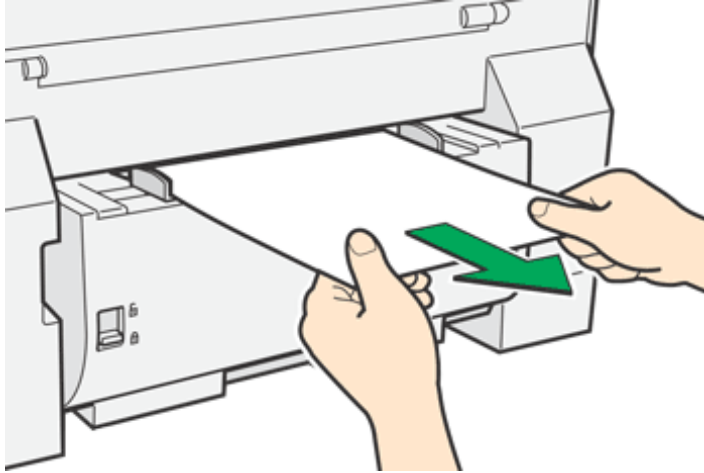
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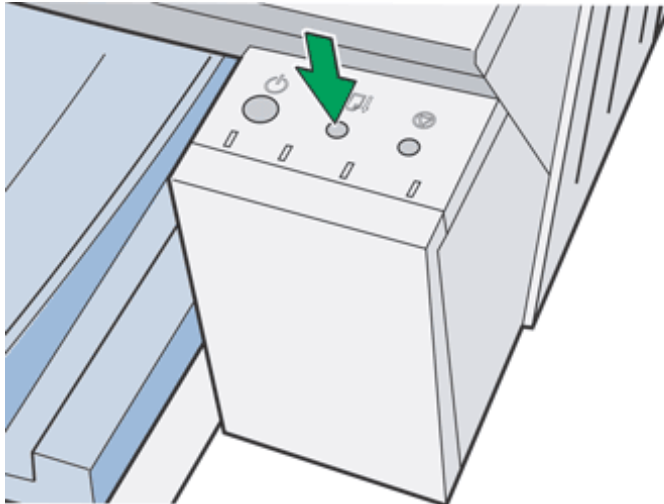
Paper in Bypass Tray

This appears if paper is set before printing from the bypass tray starts. Follow the procedure below to remove the paper in the bypass tray.

1. Remove paper.



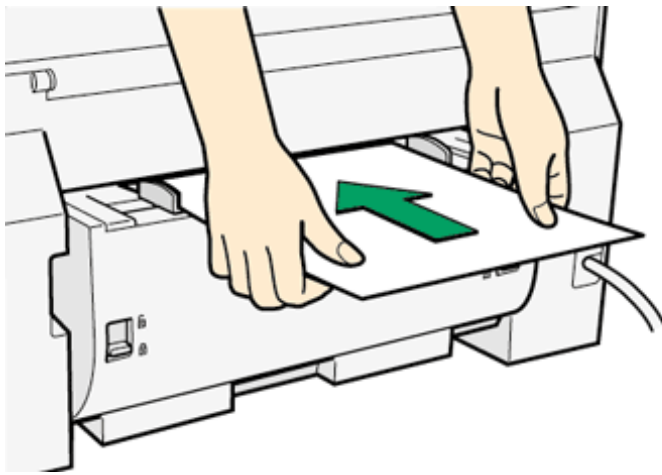
2. Press the [Test Paper Feed/Resume] key.



↓ Note

- The [Test Paper Feed/Resume] key stops blinking and stays lit.

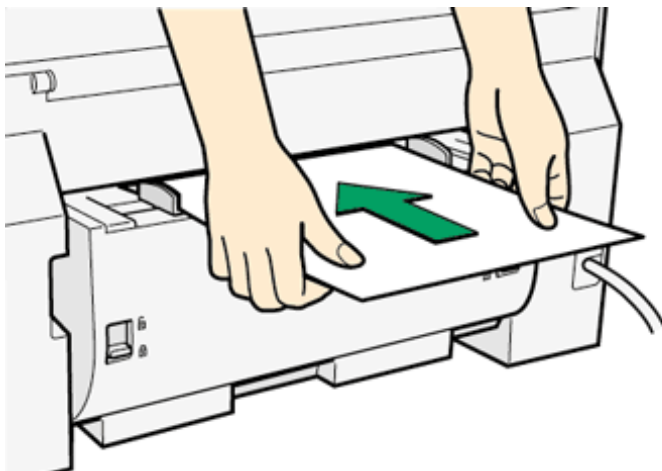
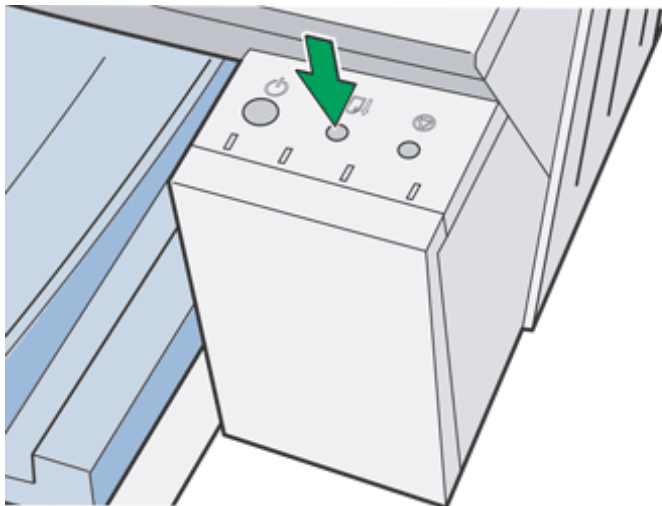
3. Insert a sheet of paper into the bypass tray with the print side face up.



↓ Note

- Support the sheet with your hands to keep it from sliding out and dropping.
- Insert the sheet straight into the bypass tray.

4. Press the [Test Paper Feed/Resume] key, and then push the sheet into the printer a little.



Printing starts.

↓ Note

- If the rear cover is installed, follow the same procedure.

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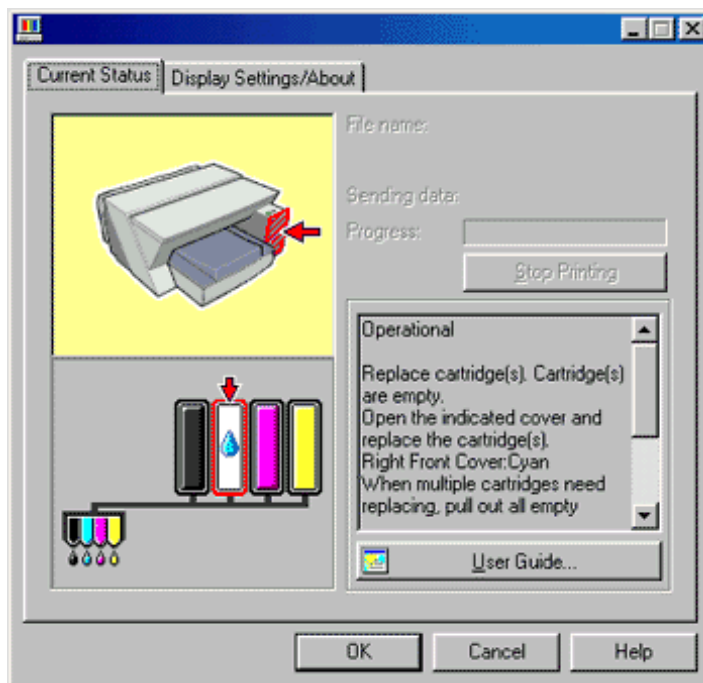
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Cartridge End

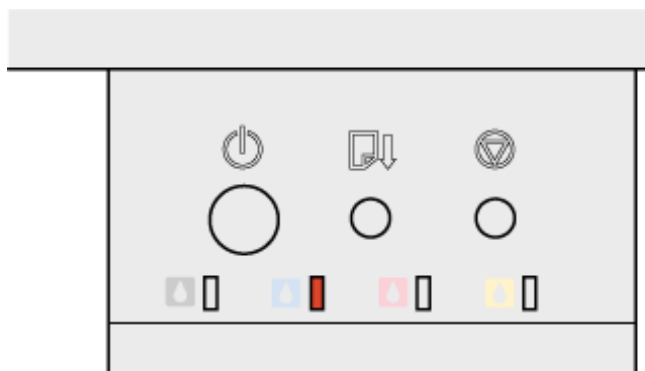
A Print cartridge is empty. Printing can continue using ink remaining in the printer; however, no ink is left in the Print cartridge. Check which color of cartridge needs to be replaced, and then replace it.

Checking ink color

- Checking using the Printer Status monitor



- In the illustration above, the cyan Print cartridge is empty.
- Checking the low ink indicators



AFL002S

- Blinking

In the illustration above, the cyan Print cartridge is empty.

Note

- From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.

- Since solid color printing on semi-gloss photo paper consumes a lot of ink of that color, printing may stop in the middle of the printing process because ink of that color is depleted.
- Do not perform a normal head cleaning or a full head cleaning unless it is necessary. Ink may run out making printing impossible.
- If you turn the power off and then on again, ink adjustment is performed in the printer which may result in the ink running out.

Reference

- [Replacing a Print Cartridge](#)
- [Displaying the Printer Status](#)

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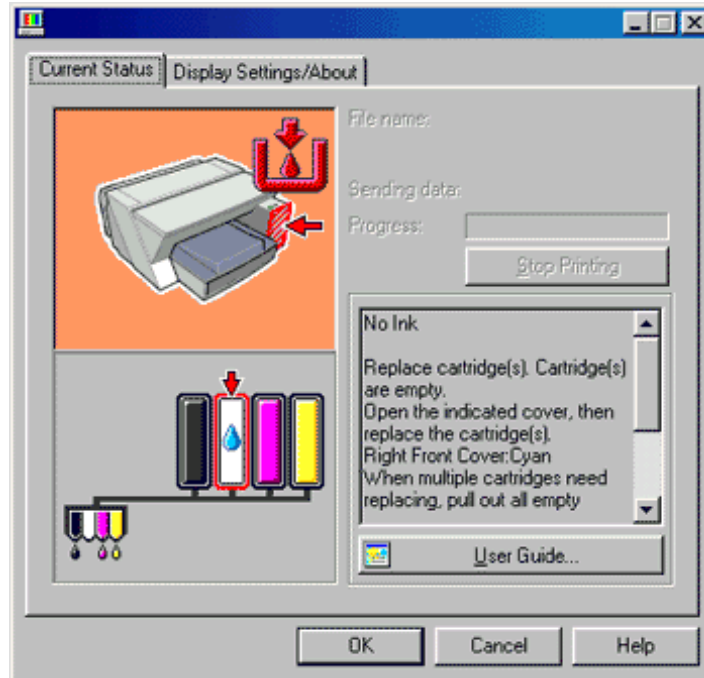
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Ink End

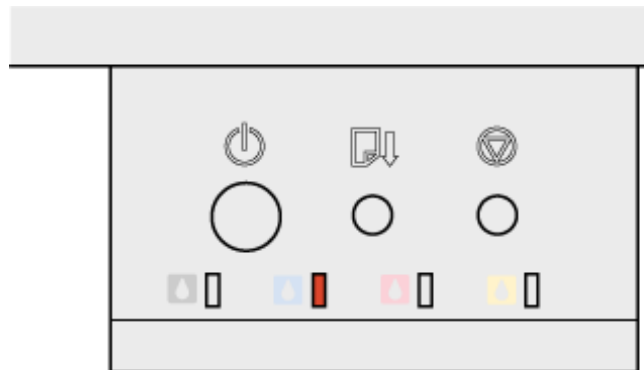
The ink is completely depleted. Printing cannot be performed. Replace the Print cartridge.

Checking ink colors

- Checking using the Printer Status monitor



- In this illustration, the cyan Print cartridge has completely run out.
- Checking the low ink indicators



AFL002S

- Lit

In this illustration, the cyan Print cartridge has completely run out.

Note

- From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.

- Head cleaning cannot be performed.

Reference

- [Replacing a Print Cartridge](#)
- [Displaying the Printer Status](#)

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Out of Printable Temperature Range

Follow the procedure below to relocate the printer when the temperature inside the printer is inappropriate, extremely high or low, for printing.

1. **Turn off the power of the printer.**
2. **Place the printer in a 10 to 32°C (50 to 89.6°F) environment.**
3. **Turn on the power of the printer.**

↓ Note

- If humidity is more than 54%, the high end of the appropriate temperature range will be lower than usual.
- Even after the power is turned on, the printer may remain in the standby mode until it acclimates to the room temperature. If this happens, wait until the [Power] key stops blinking and stays lit.

📄 Reference

- For details about what conditions the printer can be used under (ambient temperature and humidity range), see "Checking the Installation Area", the Setup Guide.

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Printer Error

An error has occurred in the printer. Turn the power off once, and then turn it back on.



- If the printer is relocated from a cold area to a warm area or the printer is placed in a room where the temperature varies greatly, condensation may form inside the printer causing errors. If this happens, an error might not clear if the power is turned off and then on. Wait until the printer acclimates and the condensation disappears. This should take about one hour.
- If the error still does not clear after the printer acclimates to room temperature and the power is turned back on, contact your sales or service representative.

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Adjusting the Printer

Adjust the printer from the [Maintenance] tab in the printer properties dialog box.

Reference

- [Clean Print-heads \(Normal\)](#)
- [Clean Print-heads \(Full\)](#)
- [Adjust Print-head Positions](#)
- [Registration](#)
- [Adjust Paper Feed](#)

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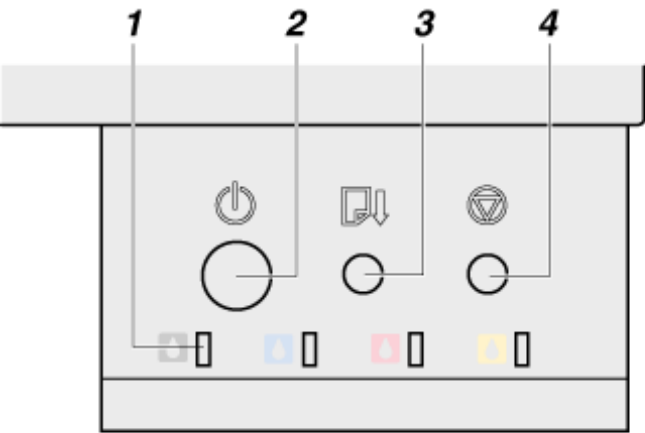
Search

| Settings |

[Troubleshooting](#) > Error Indicator Summary

Error Indicator Summary

You can check the status of the printer using the lit or blinking indicators on the control panel.



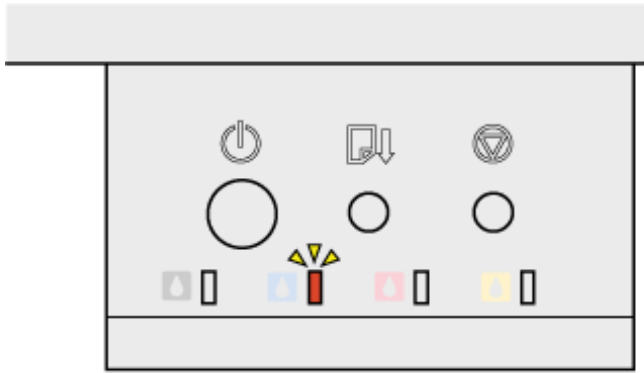
AFL009S

- 1. **Low ink indicators**
- 2. **[Power] key**
- 3. **[Test Paper Feed/Resume] key**
- 4. **[Cancel] key**

Status of Indicators	Status/Solutions
A low ink indicator is lit. (The [Power] key may be lit or blinking at the same time.) AFL002S	The printer has completely run out of the indicated ink. (In the illustration, the printer has run out of cyan ink.) Further printing is impossible. Check the color indicated, and replace the corresponding print cartridge immediately. ⇒Ink End.

A low ink indicator is blinking.

(The [Power] key may be lit or blinking at the same time.)



AFL003S

The corresponding print cartridge has run out of ink.

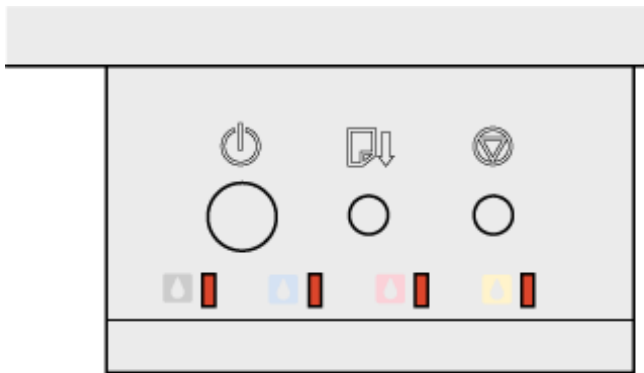
(In the illustration, the cyan print cartridge has run out of ink.)

Printing can continue with the ink remaining in the printer, but there is no more ink in the print cartridge. Check the color indicated, and replace the corresponding print cartridge.

⇒ [Cartridge End](#).

All the low ink indicators are lit.

(The [Power] key may be lit or blinking at the same time.)



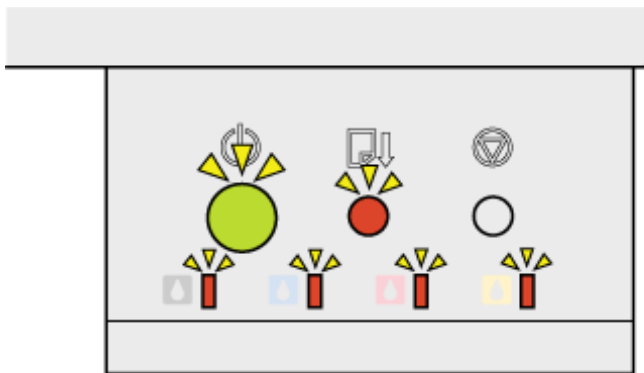
AFL004S

The print cartridges are not installed or are not installed correctly.

Install the print cartridges correctly.

⇒ [Print Cartridge\(s\) Not Detected](#).

All the indicators are blinking.



AFL005S

A maintenance error has occurred.

Turn the power off, and then on.

If that does not clear the error, contact your sales or service representative.

⇒ [Where to Inquire](#).

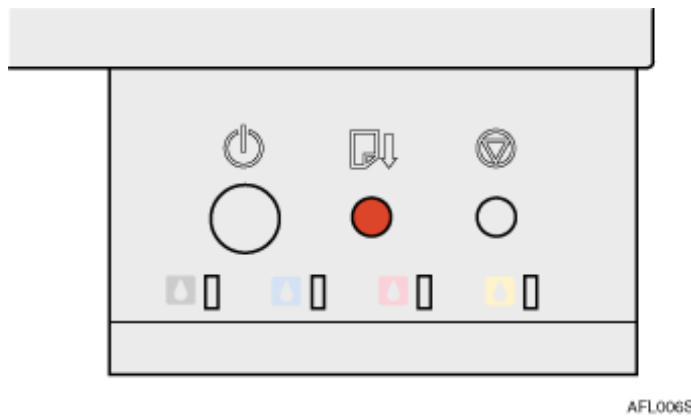
The [Test Paper Feed/Resume] key is lit.

(The [Power] key may be lit or blinking at the same time.)

There may be a problem with feeding paper.

Check the printer and paper, and then press the [Test Paper Feed/Resume] key.

⇒ [Paper Is Not Fed or Delivered Normally](#).

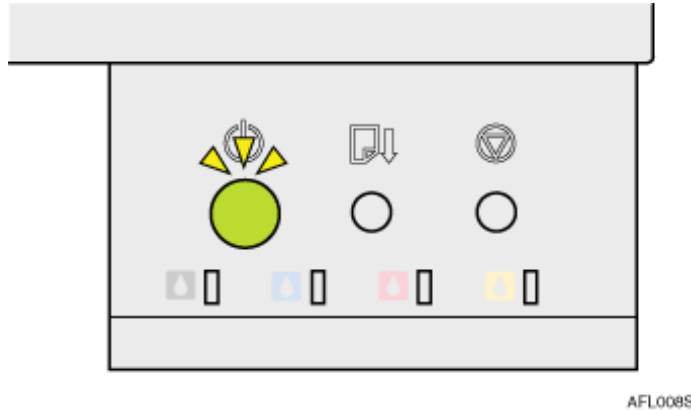


The paper tray may be empty.

Load the paper tray, and then press the [Test Paper Feed/Resume] key.

⇒ [Loading Paper.](#)

The [Power] key is blinking.



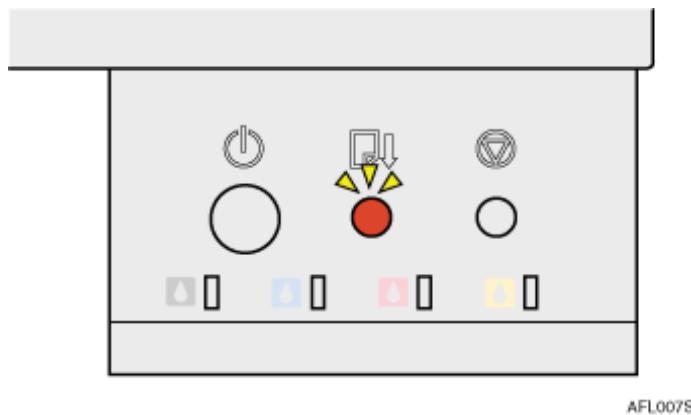
The printer is either warming up or receiving print data. (If the blinking is slow, the printer is in standby mode with its main power off.)

If the blinking continues, the temperature inside the printer may be outside of the operating temperature range.

Turn the power off, move the printer to a location where the temperature is within the range 10-32°C (50-89.6°F), and then turn the power on.

⇒ [Out of Printable Temperature Range.](#)

The [Test Paper Feed/Resume] key is blinking.
(The [Power] key may be lit or blinking at the same time.)



The duplex unit may not be installed correctly. Install the duplex unit correctly, and then press the [Test Paper Feed/Resume] key.

⇒ [Duplex Unit Not Detected.](#)

A cover may be open.

Close the cover, and then press the [Test Paper Feed/Resume] key.

⇒ [Cover Open.](#)

Paper may be jammed.

Remove the jammed paper, and then press the [Test Paper Feed/Resume] key.

⇒ [Paper Jam.](#)

The temperature inside the printer may have gone outside of the operating temperature range while the power was on, or the temperature may be outside of the operating temperature range now.

Turn the power off, move the printer to a location where the temperature within the range 10-32°C (50-89.6°F), and then turn the power on.

⇒ [Out of Printable Temperature Range.](#)

Paper of the correct size may not be loaded.

Load paper of the correct size, or change the printer driver settings.

⇒[Paper Size Mismatch \(Bypass Tray\)](#),[Paper Size Mismatch \(Paper Tray\)](#).

Reference

- For details about what conditions the printer can be used under (ambient temperature and humidity range), see "Checking the Installation Area", the Setup Guide.

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Checking the Remaining Ink

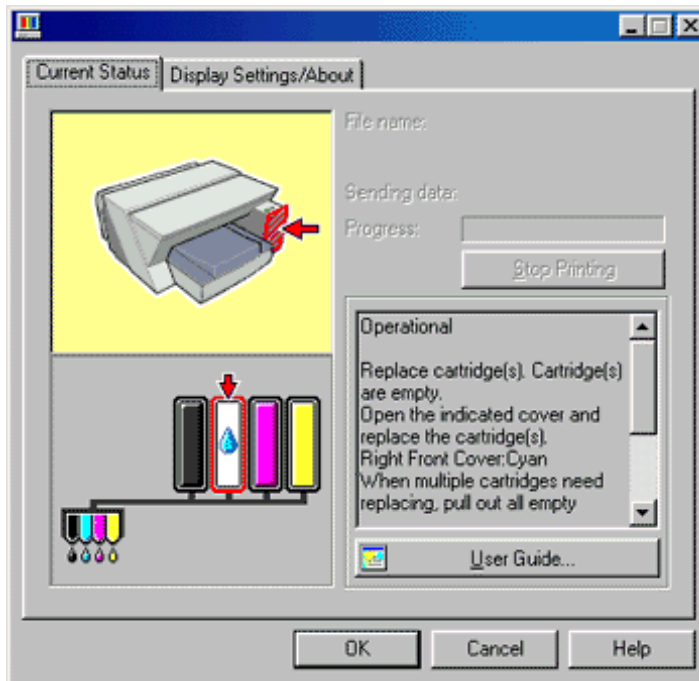
Follow the procedure below to check when to replace Print cartridges using the Printer Status monitor or the low ink indicators.

Checking using the Printer Status monitor

1. Open the printer properties dialog box.
2. Click the [Maintenance] tab.
3. Click [Printer Status].

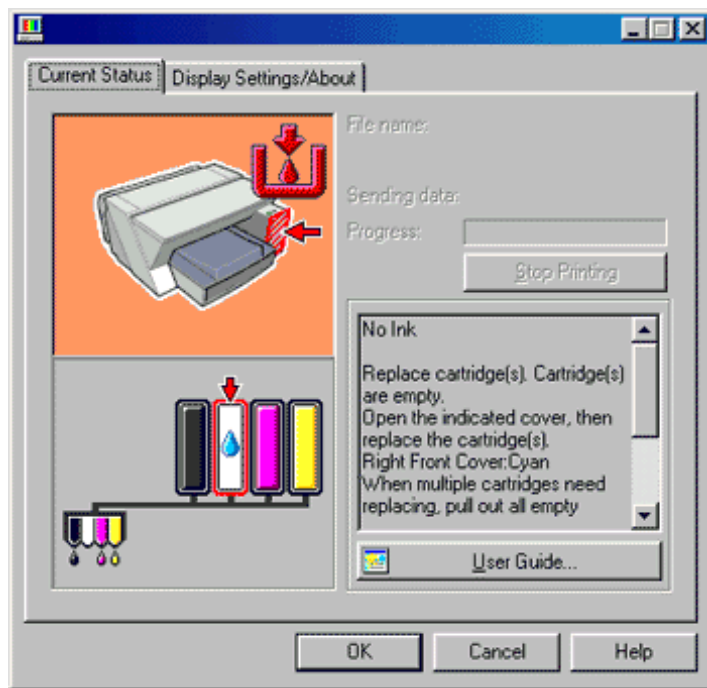
The Printer Status monitor dialog box appears.

4. Check the ink level illustration.



In the illustration above, the cyan Print cartridge is empty.

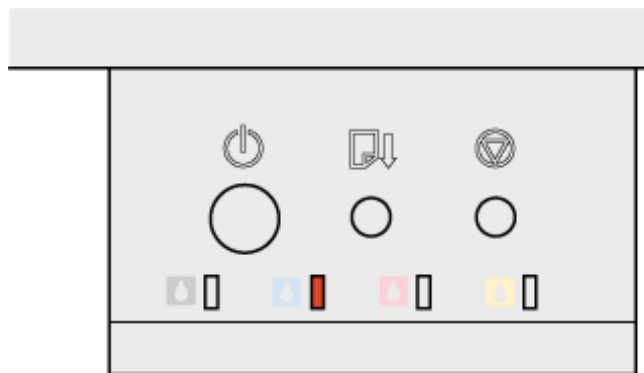
If the background of the image in the top left corner of dialog box is yellow, the indicated cartridge is empty. Replace the cartridge.



In this illustration, the cyan ink has completely run out.

If the background of the image in the top left corner of dialog box is red, the printer has run out of the indicated ink. Replace the cartridge.

Checking the low ink indicators of the printer



AFL002S

- **Blinking**
In the illustration above, the cyan Print cartridge is empty.
- **Lit**
In the illustration above, the cyan ink has completely run out.

↓ Note

- From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.

Reference

- [Opening the Printer Status Monitor](#)

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Replacing a Print Cartridge

Follow the procedure below to replace an empty Print cartridge.

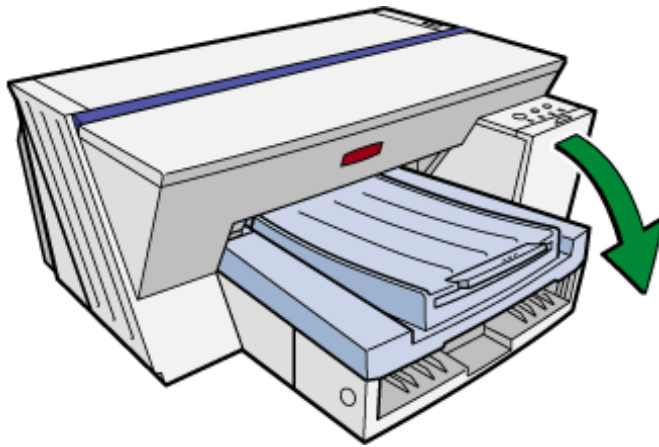
Clear any errors, such as when there is a paper jam or when no paper is loaded, before replacing a Print cartridge.

1. Remove the Print cartridges' packaging.

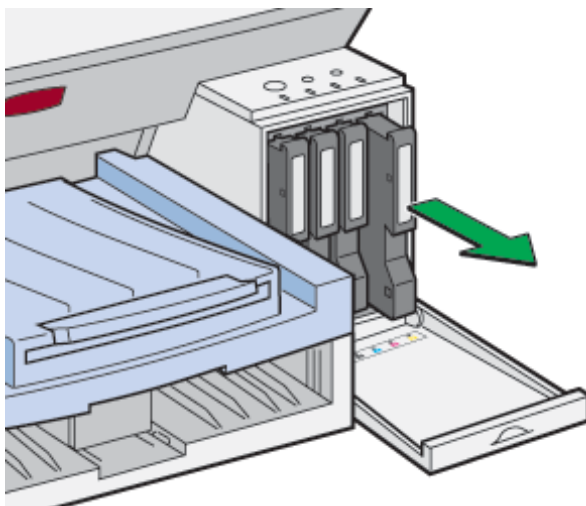


- If multiple cartridges are empty, replace all the empty cartridges. You can shorten the time for needed replacement.

2. Open the right front cover.



3. Take out the empty cartridges.



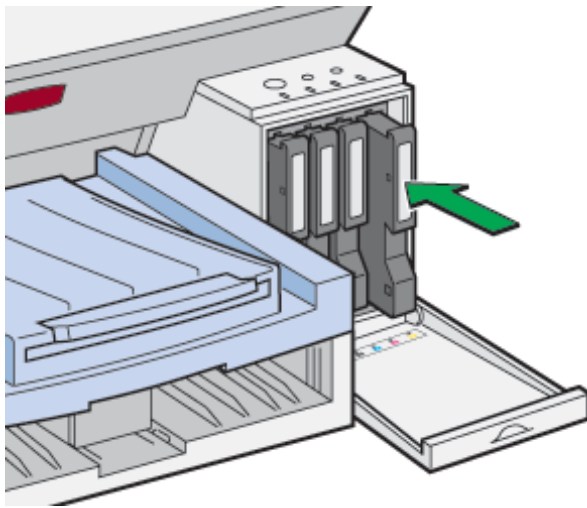
4. Check the cartridges' orientation, and then install them gently.

Install in the following order from the left: black, cyan, magenta, and yellow.

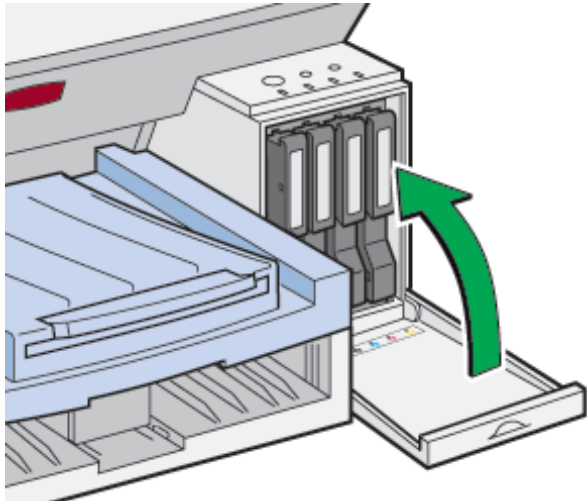


- Take care to install the cartridges in the correct position.

5. Push in the cartridge using the PUSH area.



6. Close the right front cover.



Reference

- [Recommended Consumables](#)

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Handling Print Cartridges

Important points about handling Print cartridges are explained.

CAUTION

- If ink comes into contact with your eyes, rinse immediately in running water. For other symptoms, consult a doctor.
- If ink is ingested, induce vomiting by drinking a strong saline solution. Consult a doctor immediately.
- If your skin comes into contact with ink, immediately wash the affected area with water or soap and water.

CAUTION

- Keep the ink or ink container out of reach of children.

About Print cartridges

- Print cartridges comply with the manufacturer's safety specifications. To ensure safety and reliability, use genuine Print cartridges.
- When using the printer for the first time, install the Print cartridges supplied with the printer.

Using Print cartridges

- Print cartridges should be opened before their expiration date and used within six months of being opened.
- Do not open the package of a Print cartridge until the cartridge will be installed in the printer.
- Do not touch the ink supply port of Print cartridges.
- Do not shake Print cartridges strongly. Ink may leak out.
- Do not take apart Print cartridges.
- Do not open the right front cover except when installing Print cartridges. Do not turn off the power or unplug the power cord during the process of installing the cartridges.
- Always confirm the color of a Print cartridge before installing it.
- Do not remove a Print cartridge once it has been installed unless necessary.
- Do not remove a Print cartridge while printing is being performed. Printing will stop.
- When you replace the cartridge, the printer is topped up with ink. If there is a cartridge that is not replaced with little amount of ink remaining at that time, "No Ink" may appear instead of "Cartridge(s) are empty." This does not mean that the printer is malfunctioning. Replace the empty cartridge.

Storing Print cartridges

- Avoid storing Print cartridges in hot or freezing places.

Ink consumption

- In addition to printing, ink is consumed when the power is turned on, head cleaning is performed, or Print cartridges are installed.

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Setting Up a Server

Follow the procedure below to set up a print server so that the printer can be shared by users.

↓ Note

- Configure a computer connected to the printer as the print server.
- The print server is a computer used to manage the shared printer on the network.

1. **On the [Start] menu, point to [Settings], and then click [Control Panel].**
2. **Double-click [Network].**
3. **Click [File and Print Sharing...].**
4. **Select the [I want to be able to allow others to print to my printer(s).] check box.**
5. **Click [OK].**
6. **Install the printer driver.**
7. **On the [Start] menu, point to [Settings], and then click [Printers].**

↓ Note

- Under Windows XP Professional, click [Printers and Faxes] on the [Start] menu.
 - Under Windows XP Home Edition, click [Control Panel] on the [Start] menu. Click [Printers and Other Hardware], and then click [Printers and Faxes].
8. **Click the icon of the printer, and then click [Sharing...] on the [File] menu.**
 9. **Click [Shared as:], and then enter a name in the [Shared as:] box.**
 10. **Click [OK].**

↓ Note

- Configure a computer connected to the network, where the print server is connected, as a client computer.

📖 Reference

- For details about installing the printer driver, see "Installing the Printer Driver", the Setup Guide.
- [Setting Up a Client Computer](#)

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[Sharing the Printer](#) > Setting Up a Client Computer

Setting Up a Client Computer

Follow the procedure below to configure a computer as a client computer and connect it to the shared printer. Make this setting when installing the printer driver from the CD-ROM provided.

★ Important

- For Windows 2000/XP, Windows Server 2003, and Windows NT 4.0, log on as an administrator (a user with an administrator right).

↓ Note

- Configure a computer connected to the network where the print server is connected.

1. Start Windows, and then insert the "Drivers & Manual" CD-ROM into the CD-ROM drive.

↓ Note

- Quit all other applications currently running.
- When starting Windows, a wizard for adding new hardware may open. If this happens, click [Cancel]. Check again that the power is off, and then proceed to step 2..
- When the CD-ROM is inserted, the [Drivers and Manual] dialog box appears. If it does not, double-click the CD-ROM drive icon under [My Computer] or [Explorer], and then double-click [SETUP.EXE].

2. Select a language for the interface, and then click [OK].

The following languages are available:

Deutsch (German), English (English), Espanol (Spanish), Francais (French), Italiano (Italian), Nederlands (Dutch) The default interface language is English.

3. Click [Printer Driver].
4. Read the license agreement, and then click [I accept the agreement].
5. Click [Next >].
6. Click [Connected via LAN].
7. Click [Next >].
8. Click the plus mark next to a printer name.
9. Click [Port:] under [Printer Name:].
10. Click [Add].

The [Add Port] dialog box appears.
11. Click [Network Printer].
12. Click [OK].
13. Select a shared printer.
14. Click [OK].
15. Check that [<\servername\sharedprintername>] appears after [Port:].

Installation starts.

16. Click [Finish].

17. Check the installation result, and then click [Finish].



- If the message prompting you to restart the computer appears, restart the computer.

Reference

- For details about installing the printer driver, see "Installing the Printer Driver", the Setup Guide.
- [Setting Up a Server](#)

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Where to Inquire

For inquiries, contact your sales or service representative.

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Recommended Consumables

Consumables recommended for this printer are listed.

Purchase necessary consumables before your supply runs out.

For information about consumables, contact your sales or service representative.

Print cartridges

- Regular type

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Option and Consumables

The optional Duplex Unit AD480 is available. If the duplex unit is installed, both sides of paper can be printed on automatically.



- For information about options and consumables, contact your service representative.

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[Additional Information](#) > Color Guide

Color Guide

The RGB and CMYK color models are explained.

Related topics

[Color Printing Mechanism](#)

[Color Production Method of Printers](#)

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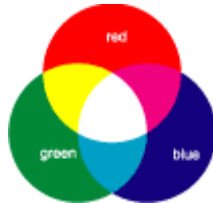
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Color Printing Mechanism

The three primary colors of light (RGB) and the three primary colors of Pigment (CMY)

All light can be produced using a mixture of three colors known collectively as RGB. R stands for red, G for green, and B for blue. When mixed in the same proportion, white light is created.

[Note](#)

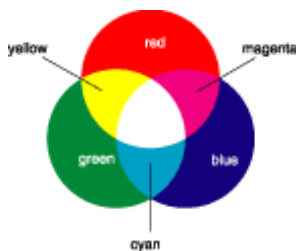
- The three RGB colors are called the primary colors of light. The RGB colors are also used to produce the colors displayed on the screen of a computer.

Printed colors are produced using a mixture of the three CMY colors. C stands for cyan, M for magenta, and Y for yellow. When mixed in the same proportion, black is created.

[Note](#)

- The CMY colors are called the primary colors of pigment. Printers use CMY colored ink plus K (black) colored ink to print in full color.

The primary colors of light (RGB) can be mixed to produce the secondary colors of cyan, magenta, and yellow. Conversely, the primary colors of pigment (CMY) can be mixed to produce red, green, and blue. When two primary colors are mixed, the resulting color is the complimentary color of the remaining primary color. Red and cyan, green and magenta, and blue and yellow are pairs of complementary colors.

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Color Production Method of Printers

Printers use cyan (C), magenta (M), and yellow (Y) colored ink plus black (K) colored ink to print in full color.

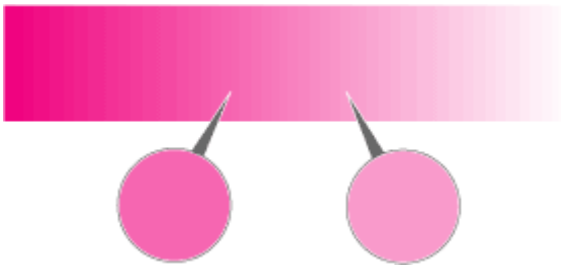
↓ Note

- If equal proportions of the three CMY colors are mixed, in theory, pure black should be produced. In practice, the resulting printed color is not pure black and has an inferior feel due to the limitations of printing. In order to reproduce a distinct black color, normally black ink is used when printing color images.

For example, a cyan image can be printed using only cyan ink without any complications; however, a full color image can be made up of over 16 million subtly different colors. These complicated colors are produced by translating them into proportions of CMYK ink dots per unit area.



In addition, the same color in an image can have lighter and darker parts. These shades of color are produced by varying the amount of ink dots per unit area.

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Guide to Components

The names and functions of parts of the printer body, control panel, and options are explained.

Related topics

[Printer Body](#)[Printer Rear](#)[Control Panel](#)[Option](#)[▲ Top](#) | [◀ Previous](#) • [Next ▶](#) |

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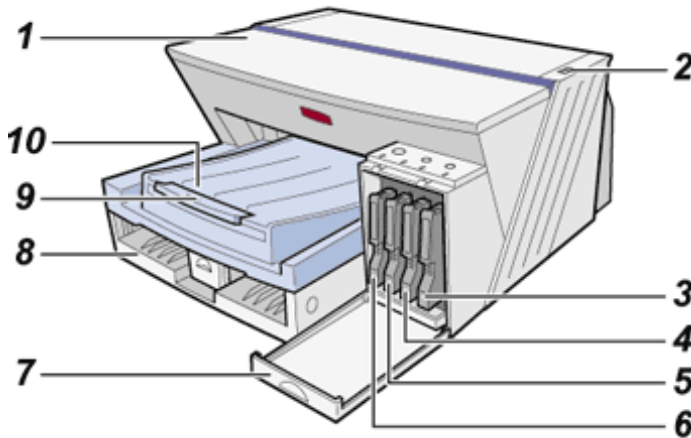
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Printer Body



1. Top cover

Keep this cover closed during printing. If you cannot locate paper jams, or jammed paper cannot be removed easily, you can check the condition of paper from the top of the printer.

2. Envelope selector

For envelopes, set the lever to the rear position ; for everything else, set the lever to the forward position .

3. Print cartridge (yellow)

4. Print cartridge (magenta)

5. Print cartridge (cyan)

6. Print cartridge (black)

7. Right front cover

Open to install or replace Print cartridges.

8. Paper tray

Load paper here.

9. Output tray extension

Pull out when using paper larger than A4 to keep the printed paper from falling.

10. Output tray

Prints are delivered to this tray.

When using paper larger than A4, pull out the output tray extension.

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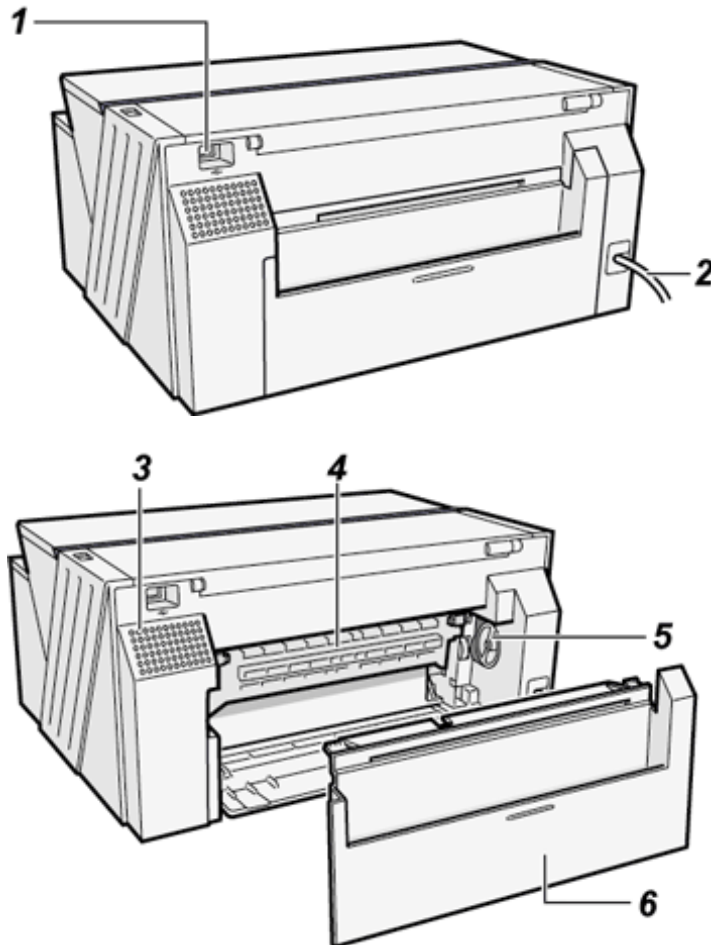
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Printer Rear



1. USB slot

Connect the USB cable from the computer here.

2. Power cord

Plug the power cord into a wall outlet.

Connect the grounding wire attached to the power plug directly to a grounding terminal.

3. Vent

Air is vented here to prevent the inside of the printer from getting too warm. Do not lean anything against the vent or block it in any way. If the inside of the printer gets too warm, a breakdown could occur.

4. Guide board

Open to remove paper jammed inside the printer.

5. Paper feed wheel

Use to wind out paper jammed around the guide board.

6. Rear cover

When paper jams around the guide board occur, detach the cover. Small items, such as booklets etc., can be place in the rear pocket.

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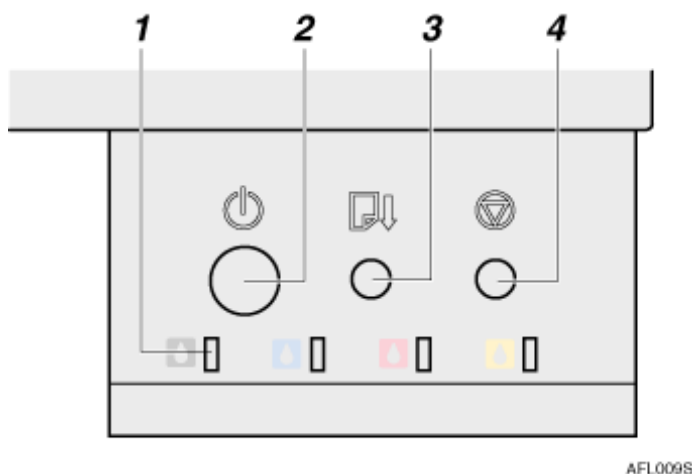
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Control Panel



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1. Low ink indicators

- The indicators correspond to the positions of the Print cartridges. From left to right, the low ink indicators display the status of the black (K), cyan (C), magenta (M), and yellow (Y) Print cartridges.
- When an indicator is blinking, the corresponding Print cartridge is empty. Printing can continue using the ink remaining in the printer, but the Print cartridge should be replaced soon.
- When an indicator is lit, the ink of the corresponding color has completely run out. Printing cannot be performed. The Print cartridge should be replaced immediately.
- When all ink indicators are lit, a Print cartridge is not installed or is incorrectly installed. Make sure that the Print cartridges are correctly installed.

2. [Power] key

- Press to turn the power on and off.
- To turn the power on, press the key for one second until it lights.
- After the power is turned on, the [Power] key will blink until the printer is ready for printing at which point the key will stop blinking and stay lit.
- The [Power] key will also blink when the printer is processing data.
- When the power is turned off, the key will blink slowly until the printer has completely shut down at which point the key will be dark.
- When the power is off, while holding down the [Cancel] key and the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and a print sample will be delivered.
-  means "standby".

3. [Test Paper Feed/Resume] key

- Press to resume printing after dealing with an error.
- This key lights or blinks when paper runs out or a paper jam or error occurs.
- When using the bypass tray, press this key to start printing after inserting paper.
- When the power is off, while holding down the [Test Paper Feed/Resume] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and a blank sheet will be delivered.

4. [Cancel] key

- Press to cancel printing.
- If the [Cancel] key is pressed and held down for over three seconds, the [Power] key will blink and head cleaning

will be performed for all four colors.

- When the power is off, while holding down the [Cancel] key, press and hold down the [Power] key for over three seconds. The low ink indicators will light once and the nozzle check test pattern will be printed.

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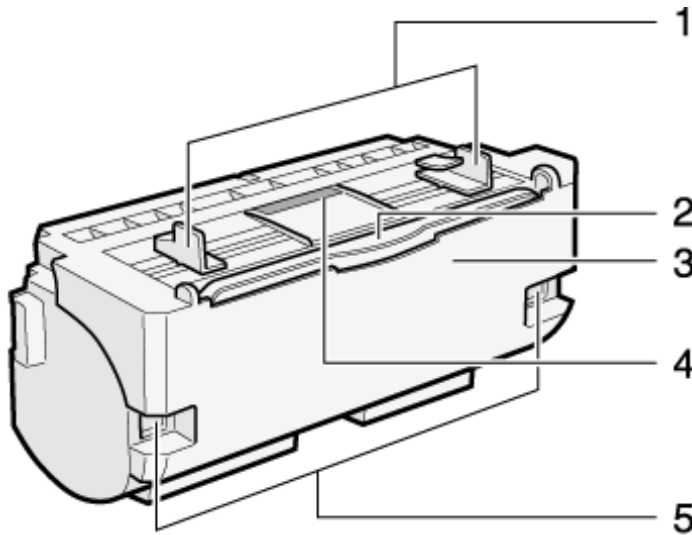
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Option

Duplex Unit AD480

For printing using the bypass tray, attach the duplex unit.



1. Bypass tray guides

Slide the left and right guides in to match the size of paper being used in the bypass tray.

2. Bypass tray extension

Pull this out when printing using the bypass tray.

3. Duplex unit cover

Open to remove paper jammed inside the duplex unit.

4. Duplex unit cover button

Push to open the duplex unit cover.

5. Duplex unit locks

Use to lock or unlock the duplex unit when attaching or detaching it.

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Cleaning

Clean the outside of the printer regularly to maintain the condition of the printer.

WARNING

- To avoid hazardous electric shock, do not remove any covers or screws other than those specified in this manual. When the machine needs to be checked, adjusted, or repaired, contact your service representative.
- Do not take apart or attempt any modifications to this machine. There is a risk of fire, electric shock, explosion or loss of sight.

To clean the exterior of the printer, wipe it with a soft, dry or damp cloth. If the dirt does not come off, wipe the printer first with a cloth moistened with a neutral detergent, then with a damp cloth, and finally with a dry cloth.

Important

- Do not use volatile chemicals like benzene or thinner, or insecticides on the printer. Using these chemicals could deform, crack, or change the color of the printer.
- When wiping the printer with a cloth moistened with detergent, be sure to wipe only the exterior.

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Moving

The precautions when moving the printer a short distance or long distance are explained.

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Moving a Short Distance

Follow the procedure below to move the printer a short distance such as in the same room or when the options are attached.

CAUTION

- The printer weighs approximately 10 kg (22.1 lb.).
- When moving the machine, hold the machine by the bottom below the two indentations. Lift the machine slowly in order to avoid straining your body. Lifting the machine without sufficient strength or assistance or handling it roughly and dropping it could cause an injury.

CAUTION

- Unplug the power cord from the wall outlet before you move the machine. While moving the machine, you should take care that the power cord will not be damaged under the machine.

CAUTION

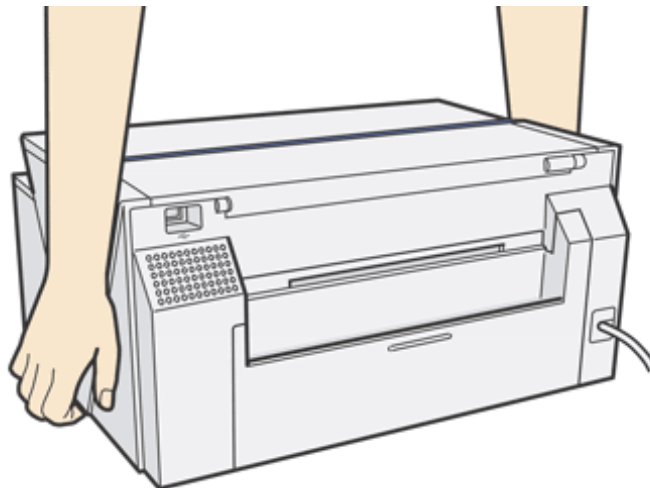
- When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).

1. Turn the power off, disconnect the USB cable, and then unplug the power cord from the wall outlet.

Important

- To make sure the print heads are capped when the machine is off, always switch the machine off from the control panel. Switching off in any other way may leave the print heads uncapped, possibly leading to printing problems.

2. Hold the bottom of the printer below the indents on the lower sides of the printer, and then slowly lift and move the printer without tilting it.



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Moving a Long Distance

1. Turn the power off, disconnect the USB cable, and then unplug the power cord from the wall outlet.

Important

- To make sure the print heads are capped when the machine is off, always switch the machine off from the control panel. Switching off in any other way may leave the print heads uncapped, possibly leading to printing problems.

2. Pack the printer for transport when moving it a long distance such as when changing office or residence. Disconnect all cables, place the printer in the box it was in when purchased, and transport in a level manner.

Contact sales or service representative for details.

Note

- The inside of the printer may become dirty if the printer is not level when transported.

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When Not Using for a Long Period of Time

When the printer will not be used for a long period of time, turn the power off, disconnect the USB cable, and unplug the power cable from the wall outlet.

Be careful of the following:

- The nozzles of the print-heads may dry out and become clogged. To prevent this, periodically print something. Even if you do not print anything, turn the printer on for a few minutes once a month.
- If you do not use the printer for a long period of time, always check if the nozzles are clogged by printing a nozzle check test pattern. Clean the print-heads as necessary, and then begin printing.
- If you do not use the printer for a long period of time, printing may not be performed normally even if head cleaning is performed multiple times. If this happens, turn the power off and leave the printer alone for a while. Then, turn the power on again and perform the nozzle check and head cleaning.

Note

- After head cleaning is performed multiple times, clogged ink will dissolve over time, and normal printing may become possible.
- If there is no improvement after performing the steps above, contact sales or service representative.

Reference

- [Where to Inquire](#)
- [Nozzle Check](#)
- [Clean Print-heads \(Normal\)](#)
- [Clean Print-heads \(Full\)](#)

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Specifications

Specifications of the printer and options are listed.

Related topics

[Printer Body](#)[Option \(Duplex Unit\)](#)[Top](#) | [Previous](#) • [Next](#) |

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Printer Body

Print speed

Measurements according to the manufacturer's measurement system

Black draft: 19 ppm

Black standard (speed priority): 12 ppm

Color draft: 19 ppm

Color standard (speed priority): 12 ppm

Depending on the operating environment, printing may take longer than normal.

Print direction

Supports bidirectional, minimum distance printing

Print resolution

Max 3600 × 1200 dpi equivalent

Nozzles

Black: 192 nozzles

Cyan, magenta, and yellow: 192 nozzles per color

Paper sizes (Tray 1 : standard)

A4 (portrait), B5 (portrait), A5 (landscape), A6 (portrait), Legal (portrait), Letter (portrait), 5 1/2"×8 1/2" (landscape), Executive (portrait) (184.2 mm × 266.7 mm (7.3 × 10.5 inches)), F (portrait) (203.2 mm × 330.2 mm (8.0 × 13.0 inches)), Foolscap (F4) (portrait) (215.9 mm × 330.2 mm (8.5 × 13.0 inches)), Folio (portrait) (209.5 mm × 330.2 mm (8.3 × 13.0 inches)), Custom paper sizes: 148-356 mm (length) × 90-216 mm (width), (5.9-14.1 inches (length) × 3.6-8.5 inches (width))

Paper sizes (Bypass tray)

Standard paper size: A4 (portrait), B5 (portrait), A5 (landscape), A6 (portrait), Legal (portrait), Letter (portrait), 5 1/2"×8 1/2" (landscape), Executive (portrait) (184.2 mm × 266.7 mm (7.3 × 10.5 inches)), F (portrait) (203.2 mm × 330.2 mm (8.0 × 13.0 inches)), Foolscap (F4) (portrait) (215.9 mm × 330.2 mm (8.5 × 13.0 inches)), Folio (portrait) (209.5 mm × 330.2 mm (8.3 × 13.0 inches)), Com10 (portrait) (104.8 mm × 241.3 mm (4.2 × 9.5 inches)), Monarch (portrait) (98.4 mm × 190.5 mm (3.9 × 7.5 inches)), C6 (portrait) (114 mm × 162 mm (4.5 × 6.4 inches)), C5 (portrait) (162 mm × 229 mm (6.4 × 9.1 inches)), DL Env (portrait) (110 mm × 220 mm (4.4 × 8.7 inches)) Custom paper sizes: 148-1295.4 mm (length) × 90-216 mm (width), (5.9-51.0 inches (length) × 3.6-8.5 inches (width))

Paper type

Plain paper

Recycled paper

Color paper

Inkjet plain paper

Semi-gloss photo paper

Inkjet transparency

Paper weight

Tray 1/optional tray: 60-105 g/m² (114.7-198.5 lb.)

Bypass tray: 60-163 g/m² (114.7-297.7 lb.)

Maximum paper capacity

Tray 1: 200 sheets

Bypass tray: 1 sheet

Output tray capacity

150 sheets

The capacity may be less depending on the images printed.

Power supply

220-240 V, 0.3 A, 50/60 Hz (when fully equipped)

Power consumption

Average power consumption while printing: 27 W or less

Energy Saver mode: less than 6 W

When power is off: 0.3 W or less

To avoid any power consumption, disconnect the power plug from the wall outlet.

(Disconnect the power plug after turning the power off with the [Power] key.)

Operating environment

Temperature: 10 to 32°C (50 to 89.6°F)

Humidity: 15-80% RH (maximum wet-bulb temperature: 25°C (77°F))

Printing may stop to protect the printer for conditions outside those described above.

Storage environment

Temperature: -20 to 43°C (-4 to 109.4°F)

Humidity: 15-80% RH

External dimensions

(W × D × H) 403 × 440 × 218 mm (15.9 × 17.4 × 8.6 inches)

Weight

Approximately 10 kg (22.1 lb.) (printer body with consumables)

Noise emission

Approximately 45 dB (high quality mode)

Interface

USB2.0 High Speed

Printer language

RPCS Raster

Print cartridges

Types and yields measured using A4 (Letter) 5% chart printed in standard (speed priority) mode.

Print cartridge black: approximately 1450 sheets

Print cartridge cyan: approximately 1000 sheets

Print cartridge magenta: approximately 1150 sheets

Print cartridge yellow: approximately 1150 sheets

The printing yields of Print cartridges vary depending on the number of times head cleaning is performed. Also, the printing yields of the Print cartridges packaged with the printer are lower than the yields of the Print cartridges available for purchase separately.

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Option (Duplex Unit)

Duplex Unit AD480

Paper sizes

A4 (portrait), B5 (portrait), A5 (horizontal), A6 (portrait), Letter (portrait), 5 1/2"×8 1/2" (horizontal),
Executive (portrait)

Paper type

Plain paper
Recycled paper
Color paper

External dimensions

(W × D × H) 259 × 108 × 139 mm (10.2 × 4.3 × 5.5 inches)

Weight

Approximately 0.7 kg (1.6 lb.)

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Electromagnetic Interference

If another electronic device is placed next to the printer, each will influence the other negatively. In the case of a television or radio, noise may be generated. If this happens, do the following:

- Move the television or radio as far as possible from the printer.
- Change the position of the antenna of the television or radio.
- Use a different wall outlet on a different circuit.

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