SG 2100N/SG K3100DN/SG 3110DN
SG 3110DNw/SG 7100DN

Operating Instructions

User Guide

For safe and correct use, be sure to read "Safety Information" before using the machine.

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Manuals for This Machine

Read this manual carefully before you use this machine.

Refer to the manuals that are relevant to what you want to do with the machine.

⭐ Important

- Media differ according to manual.
- A Web browser must be installed in order to view the html manuals.

Safety Information

This booklet contains important information about using the machine safely and correctly. Be sure to read this before using the machine.

Quick Installation Guide

This guide briefly explains how to unpack and install the machine.

User Guide (HTML)

This guide, which is on the CD-ROM, explains in detail how to use the machine.

The guide explains how to make network and printer driver settings, and how to make and check machine settings using a Web browser and other utilities.

The guide also contains troubleshooting procedures, such as those related to printing and paper jams, and important information about types of paper and replacing consumables.

We recommend you install this guide on your computer so you can refer to it easily.

Manuals List

Manual Name	Printed Manuals Provided	HTML Manuals Provided
Quick Installation Guide	Yes	No
User Guide	No	Yes
Safety Information	Yes	No

Notice

Important
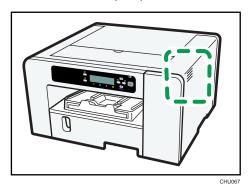
In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the machine.

For good output quality, the manufacturer recommends that you use genuine ink from the manufacturer.
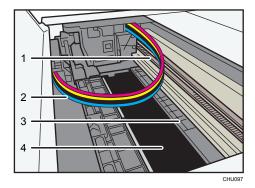
The manufacturer shall not be responsible for any damage or expense that might result from the use of parts other than genuine parts from the manufacturer with your office products.

User's Notes

- High temperatures inside the machine can cause a breakdown. Do not lean anything against the vent or block it in any way.

CHU067

- Warm air from the vent is normal and not a cause for concern.
- Do not leave the top or right front cover open. If you do, dust or other matter might get inside the machine, and this will reduce print quality.
- During printing, do not move the machine or open its covers.
- Do not open the top or right front cover during printing. If you do, printing will stop.
- During printing, do not pull out a tray. Printing will stop and the paper will jam.
- Do not touch the feed belt, ink tubes, paper pressing board, or toothed rubber belt. Also, take care not to catch cables or ink tubes with your sleeves.

CHU097

1. **Toothed rubber belt**

2. **Ink tubes**

3. **Paper pressing board**

4. **Feed belt**

- Take care not to let paper clips and other foreign objects fall inside the machine.

- After you install the print cartridge and turn the machine on for the first time, the print head priming process will begin. This process sometimes clogs the print head. If this happens, perform the head cleaning procedure.

- During printing, do not turn off the power or unplug the power cord from the wall outlet.

- During printing, do not subject the machine to external shock such as that caused by tapping paper on it.

- When not using the machine, turn off the power.

- You can place up to 10 kg (22.1 lb.) of evenly spread weight on the machine. Do not place any concentrated weight of more than 2.5 kg (5.6 lb.) on the machine.

- Do not place unsteady objects on the machine. If they fall, they will cause injury to users and/or damage to the machine.

- This machine is designed to have an operational life of 5 years or be good for 150,000 pages.

- This machine has an operational life of 5 years if used normally to produce up to 2,500 A4 prints a month. Exceeding these limits may reduce the operational life. The operational life also depends on the environment in which the machine is used.

- "Pages Printed" displays the number of pages printed. Use "Pages Printed" to estimate the number of pages that can be printed within the machine's remaining operational life. The machine's operational life is calculated based on the number of pages that it can print on plain paper in [Speed Priority] mode.

- Depending on your printing document, the ink collector unit may fill up sooner than normal.

  "Prepare new Ink Collector Unit" message appears shortly before the ink collector unit is full. Although the machine remains usable until the unit is completely full, contact your sales or service representative as early as possible (charge incurred).

- Print cartridges should be used up before their expiry date, ideally within six months of being removed from their packaging.

- Cartridges that are no longer usable for printing reserve a small quantity of ink for maintenance usage.

- Print cartridges and supplies comply with the manufacturer's safety specifications. To ensure safety and reliability, use genuine print cartridges and supplies.

- Single-sided copies are printed at higher density than duplex-printed copies.

- Printing hundreds of copies in a single day might cause the print head to clog the following day. If this happens, perform the head cleaning procedure.

- This machine performs regular automatic maintenance, after and during printing, to ensure consistent print quality. Maintenance is also performed when printing begins after a period of disuse.

- Color ink may be used even if you print all-black text or if you specify black and white printing. It may also be used for print head cleaning and refreshing, which are done to maintain machine performance.

- If the machine will not be used for a long time, turn its power off, disconnect the USB cable, and unplug the power cord from the wall outlet. Because the machine consumes a lot of ink for maintenance and print head cleaning when turned on after a long period of inactivity, we recommend you use the machine at least once a month.

- Do not move the machine while it is powered. Even when it is off, make sure the machine is on a level surface and safe from shock and vibration.

- Do not turn the machine off while it is busy. Make sure the machine is idle before turning it off.

- Condensation can form inside the machine if it is moved from a cold place to a warm place. Allow any condensation to fully evaporate by not turning the machine on for at least an hour after moving it.

How to Read This Manual

Be sure to read this section before anything else.

This guide uses Windows 7 procedures for its examples. Procedures and screens might vary depending on the operating system you are using.

Symbols

This manual uses the following symbols:

⭐ **Important**

Indicates points to pay attention to when using the machine, and explanations of likely causes of paper misfeeds, damage to originals, or loss of data. Be sure to read these explanations.

⬇ **Note**

Indicates supplementary explanations of the machine's functions, and instructions on resolving user errors.

🔖 **Reference**

This symbol is located at the end of sections. It indicates where you can find further relevant information.

[ ]

Indicates the names of keys on the machine's display or control panels.

🌐 Region **A** (mainly Europe and Asia)

🌐 Region **B** (mainly North America)

Differences in the functions of Region A and Region B models are indicated by two symbols. Read the information indicated by the symbol that corresponds to the region of the model you are using. For details about which symbol corresponds to the model you are using, see page 15 "Model-Specific Information".

Notes

Contents of this manual are subject to change without prior notice.

The color samples in this manual may differ slightly from the colors of actual copies.

Some illustrations in this manual might be slightly different from the machine.
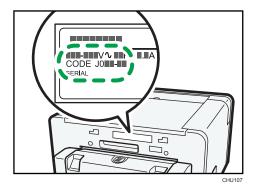
Certain options might not be available in some countries. For details, please contact your local dealer.

Depending on which country you are in, certain units may be optional. For details, please contact your local dealer.

Model-Specific Information

This section explains how you can identify the region your machine belongs to.

There is a label on the rear of the machine, located in the position shown below. The label contains details that identify the region your machine belongs to. Read the label.

CHU107

The following information is region-specific. Read the information under the symbol that corresponds to the region of your machine.

🌐 Region **A** (mainly Europe and Asia)

If the label contains the following, your machine is a region A model:

- CODE XXXX -22, -27
- 220-240 V

🌐 Region **B** (mainly North America)

If the label contains the following, your machine is a region B model:

- CODE XXXX -17
- 100-120 V

⬇ **Note**

- Dimensions in this manual are given in two units of measure: metric and inch. If your machine is a Region A model, refer to the metric units. If your machine is a Region B model, refer to the inch units.

Available Units and Options for Each Model

The available units and options differ depending on the model.

Unit/Option	SG 2100N	SG 3110DN	SG 3110DNw	SG 7100DN
Paper Feed Unit	Not Available	Optional	Optional	Optional

Unit/Option	SG 2100N	SG 3110DN	SG 3110DNw	SG 7100DN
Multi Bypass Tray	Not Available	Optional	Optional	Optional
Duplex Unit	Not Available*1	Standard Equipment	Standard Equipment	Standard Equipment
Ethernet Interface	Standard Equipment	Standard Equipment	Standard Equipment	Standard Equipment
USB2.0	Standard Equipment	Standard Equipment	Standard Equipment	Standard Equipment
Wireless LAN Interface	Not Available	Not Available	Standard Equipment	Not Available

SG 2100N/SG 7100DN model does not support the PCL printer driver.
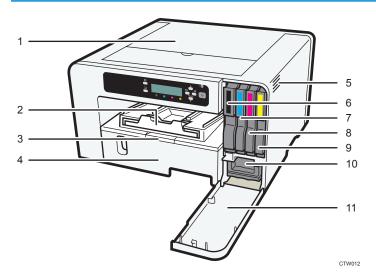
*1 Manual duplex printing is supported. For details, see the printer driver Help.

1. About This Product

This chapter describes the names and functions of the machine's parts and options.

Guide to Components

Front View

CTW012

1. **Top Cover**

    Normally, keep this cover closed. 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 machine.

2. **Output Ramp**

    Prints are delivered on the output ramp.

    Pull out when using large paper to keep the printed paper from falling.

3. **Paper Tray Cover Extension (SG 7100DN)**

    Pull out this cover when using the tray extension, so you can prevent the tray from being dusty.

    Do not pull out this cover if you do not use the extension unit.

4. **Tray 1**

    Load paper here.

    🌐 Region **B** (mainly North America)

    If you want to print on paper larger than A4 or letter size, pull the tray extension out.
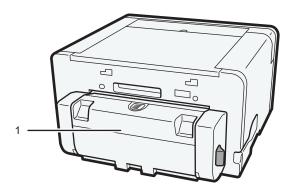
5. **Vent**

    Air is vented here to prevent the inside of the machine from getting too warm. Do not lean anything against the vent or block it in any way. If the inside of the machine gets too warm, a breakdown could occur.
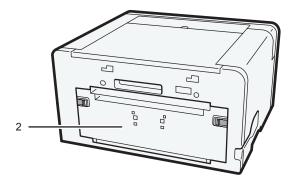
6. **Print Cartridge (black)**

7. **Print Cartridge (cyan)**

8. **Print Cartridge (magenta)**

9. **Print Cartridge (yellow)**

10. **Ink Collector Unit**

11. **Right Front Cover**

    Normally, keep this cover closed. Open this cover only when you need to install or replace the print cartridge or the ink collector unit.

Rear View

CHU061

CHU065
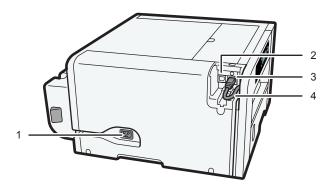
1. **Duplex Unit**

   Turns the paper over when performing duplex printing.

2. **Rear cover**

   Open this to clear paper jams inside the machine.

Left Side View

CHU113

1. **Power inlet**

   Plug the power cord.

2. **USB port**

   Port for connecting the USB2.0 interface cable.

3. **Ethernet port**

   Port for connecting the 100BASE-TX or 10BASE-T cable.

4. **Wireless LAN cable**

   Connect this to the Ethernet port if you are accessing the machine via wireless LAN.
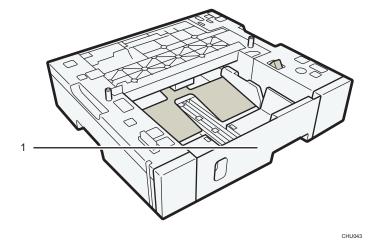
Paper Feed Unit (SG 3110DN/SG 3110DNw)

This unit allows you to load additional 250 sheets.
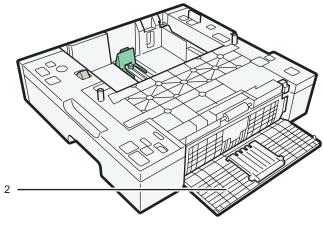
Two units can be stacked.

Front View

CHU043

Rear View

CHU044

1. **Tray 2/Tray 3**

   When using paper larger than A4, extend the tray.

   If you have attached two paper feed units one on top of the other, the unit on top is Tray 2, and the unit on the bottom is Tray 3.

2. **Rear unit cover**
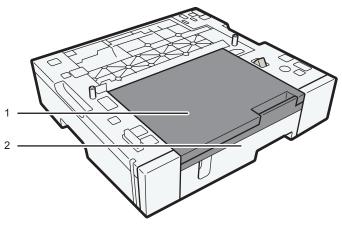
   Open to remove paper that has jammed inside the paper feed unit.

Paper Feed Unit (SG 7100DN)

This unit allows you to load additional 250 sheets.

Only one unit can be attached.

Front View

CTW013

1. **Paper Tray Cover Extension**
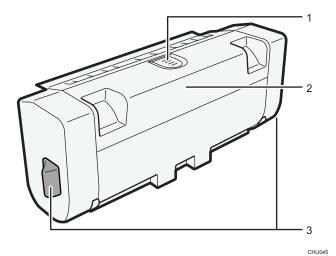
   Pull out this cover when using the tray extension unit, so you can prevent the tray from being dusty.

   Do not pull out this cover if you do not use the extension unit.

2. **Tray 2**

   If you want to print on paper larger than A4 or letter size, pull the tray extension out.

Duplex Unit

This unit allows the machine to automatically perform duplex printing.

CHU045

1. **Duplex unit cover button**

   Press to open the duplex unit cover.

2. **Duplex unit cover**

   Open to remove paper that has jammed inside the duplex unit.
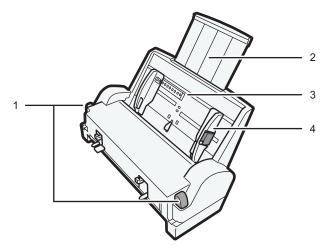
3. **Catches for the duplex unit attachment and detachment**

   Press to unlock the duplex unit when detaching it. Do not press the catches when attaching.

   If the catches for the duplex unit attachment and detachment are installed correctly, they will click. Make sure they click when attached.

Multi Bypass Tray (SG 3110DN/SG 3110DNw)

Use this tray to feed in sheets manually.

CHU046

1

1. **Tabs for multi bypass tray attachment and detachment**

   Press to lock the multi bypass tray before attaching it or to unlock the tray before detaching it.

2. **Bypass tray extension**

   Pull this out according to the paper size.

3. **Bypass tray**
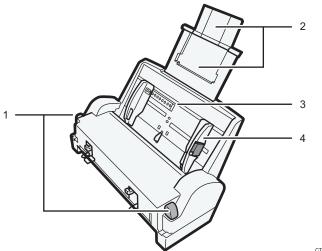
   Load paper here.

4. **Side paper guides**

   Adjust the position of the side paper guides to match the paper size. Squeeze the locking lever and push the side paper guides.

Multi Bypass Tray (SG 7100DN)

Use this tray to feed in sheets manually.

CTW026

1. **Tabs for multi bypass tray attachment and detachment**

   Press to lock the multi bypass tray before attaching it or to unlock the tray before detaching it.

2. **Bypass tray extension**

   Pull this out according to the paper size.

   To load A3 or larger paper, extend the auxiliary trays.
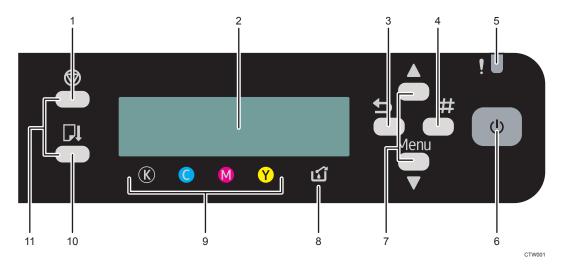
3. **Bypass tray**

   Load paper here.

4. **Side paper guides**

   Adjust the position of the side paper guides to match the paper size. Squeeze the locking lever and push the side paper guides.

Control Panel

CTW001

1. **[Job Reset] key**

   When the machine is online, press this key to cancel an ongoing print job.

2. **Display**

   Displays the current machine status and messages.

3. **[Escape] key**

   Press this key to return to the previous condition on the display.

4. **[#Enter] key**

   Press this key to execute menu items selected on the display.

5. **Alert indicator**

   Lights up or blinks whenever a machine error occurs.

   If the red light is on, follow the instructions that appear on the display.

6. **[Power] key**

   Press this key to turn the power on. To turn the power off, press and hold down this key for one second.

   See page 33 "Turning On/Off the Power".

   Blinks when the machine is receiving data from a computer or if there is data to be printed.

7. **[▲], [▼/Menu] keys**

   Use these keys to increase or decrease values on the display when making settings.

   Keep the key pressed to quicken scrolling, and increase or decrease values on the display in units of 10.

   To apply this function: under [Maintenance], set [Key Repeat] to [On].

   See page 130 "Using the [Maintenance] Menu".

   When the machine is in standby mode, press the [▼/Menu] key to make and check the current machine settings.

1

8. **Waste ink full indicator**

    The amount of waste ink is indicated on the six-level display. A message appears when it is time to replace the ink collector unit.

9. **Cartridge replacement indicator**

    Each color corresponds to a print cartridge.

    K, C, M, and Y indicate black, cyan, magenta, and yellow, respectively.

    The amount of ink remaining in each print cartridge is indicated on the six-level display.

10. **[Form Feed] key**

    You can use this to force the machine to print data received when the paper size or type does not match the actual size or type of paper loaded in the tray.

    If there is a paper jam, press this key according to the displayed error message and remove the jammed paper.

    If a print job using the PCL driver does not start, press this key to force it to print.

11. **No-Fuss Head Cleaning**

    When the machine is in standby mode, press the [Job Reset] and [Form Feed] keys at the same time to perform head cleaning for all colors.

Attaching and Detaching Units and Options

⚠ WARNING

- The following explains the warning messages on the plastic bag used in this product's packaging.

  - Keep the polythene materials (bags, etc.) supplied with this machine away from babies and small children at all times. Suffocation can result if polythene materials are brought into contact with the mouth or nose.

Attaching and Detaching the Paper Feed Unit

This section explains how to attach and detach the paper feed unit.
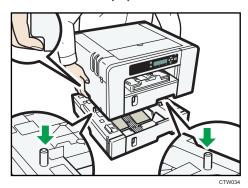
⚠ CAUTION

- SG 7100DN weighs around 15 kg (33 lb).

- Grip the center area at the base of the machine's sides. Lift it slowly and do not strain your body.

- When moving the machine, remove the option. Careless handling and over exertion when lifting can result in breakage and/or injury.

⭐ **Important**

- Before installing or removing options, always disconnect the power cord plugs from the wall outlet.

Attaching the paper feed unit
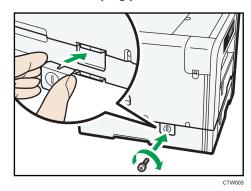
1. **Press and hold down the [Power] key until it turns off, and then unplug the power cord.**
2. **Disconnect the USB cable or Ethernet cable.**
3. **Take the paper feed unit out of the box, and remove the tape.**
4. **Position the paper feed unit close to the machine.**

1

5. **Align the connecting parts of the machine and paper feed unit, and then lower the machine onto the paper feed unit.**

CTW034

Grip the center area at the base of the machine's sides. Lift it slowly and do not strain your body.

6. **Attach the clamping plate, and then secure it with a coin screw. (SG 7100DN)**

CTW003
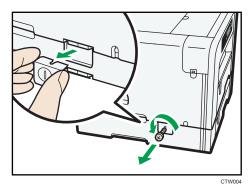
7. **Connect the power cord, USB cable, or Ethernet cable.**

⬇ **Note**
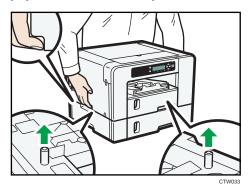
- Align the paper feed unit and machine using their corners.

- When the machine is placed on top of the paper feed unit, installation is complete.

- Do not tilt the machine.

- Be careful not to trap your fingers.

- Up to two paper feed units can be attached. (SG 3110DN/SG 3110DNw)

- To install two paper feed units, put the upper paper feed unit (Tray 2) on the lower paper feed tray (Tray 3) first, and then lower the machine onto the upper paper feed unit (Tray 2).

- After attaching an option, check that the printer driver has recognized it. See page 109 "Specifying Settings on [Accessories] Tab", page 186 "Displaying the Machine Status on a Macintosh".

- After attaching the paper feed unit, you must register where to start printing on paper loaded in the paper feed unit. See page 140 "Registration".

Detaching the paper feed unit

1. Press and hold down the [Power] key until it turns off, and then unplug the power cord.

2. Disconnect the USB cable or Ethernet cable.

3. Remove the coin screw, and then detach the clamping plate. (SG 7100DN)

CTW004

4. Remove the machine and place it on a nearby flat and stable surface, and then detach the paper feed unit from the place where the machine was installed.

CTW033

Grip the center area at the base of the machine's sides. Lift it slowly and do not strain your body.

5. Place the machine in the previous place.

6. Connect the power cord, USB cable, or Ethernet cable.

📌Note

- Do not tilt the machine.
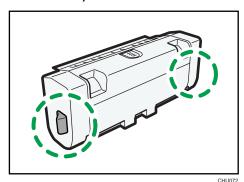
- Be careful not to trap your fingers.

Attaching and Detaching the Duplex Unit

This section explains how to attach and detach the duplex unit.
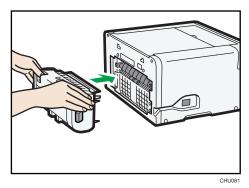
1

⭐**Important**

- Before installing or removing options, always disconnect the power cord plugs from the wall outlet.
- If the multi bypass tray is attached to the machine, turn the machine off and detach the multi bypass tray.
- If the catches for the duplex unit attachment and detachment are installed correctly, they will click. Make sure they click when attached.


CHU072

- Press the catches for the duplex unit attachment and detachment to unlock the duplex unit when detaching it. Do not press the catches when attaching.

Attaching the duplex unit

1. Press and hold down the [Power] key on the machine until it turns off, and then unplug the power cord.

2. Disconnect the USB cable or Ethernet cable.

3. Without pressing the catches on its sides, push the duplex unit all the way in until it clicks into place.

CHU081
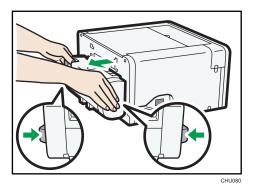
4. Connect the power cord, USB cable, or Ethernet cable.

Detaching the duplex unit

1. Press and hold down the [Power] key until it turns off, and then unplug the power cord.

2. Disconnect the USB cable or Ethernet cable.

3. Pressing the catches on both side of the duplex unit, detach the unit.

CHU080

Attaching and Detaching the Multi Bypass Tray

This section explains how to attach and detach the multi bypass tray.
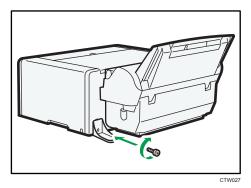
⚠CAUTION

- Do not place the machine on an unstable or tilted surface. If it topples over, an injury might occur.

⭐Important

- Do not place the machine near the edge of a desk if the multi bypass tray is attached. There is a risk of it falling to the floor.

- Before installing or removing options, always disconnect the power cord plugs from the wall outlet.

- Do not forcefully press down on the multi bypass tray. It may come off the machine and paper misfeeds or positioning problems may result.
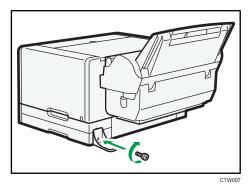
Attaching the multi bypass tray

1. Press and hold down the [Power] key until it turns off, and then unplug the power cord.

2. Disconnect the USB cable or Ethernet cable.

3. Take the multi bypass tray out of the box, and remove the tape.

1
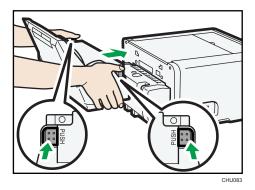
4. **Attach the anti-topple stand, and then secure it with a coin screw. (SG 7100DN)**

CTW027

If the paper feed unit is in use, attach the anti-topple stand to it.

CTW007
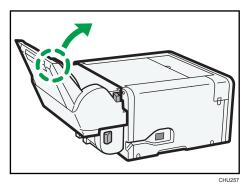
5. **Attach the multi bypass tray while pressing the tabs on each side, and then push it in all the way. (SG 3110DN/SG 3110DNw) Attach the multi bypass tray into the machine until you hear it click. (SG 7100DN)**

CHU083

Make sure to return the tabs to their original positions.

If the tabs do not return to their original positions, push the tray in while pulling up on its top left part as shown.

31

CHU257

6. **Connect the power cord, USB cable, or Ethernet cable.**
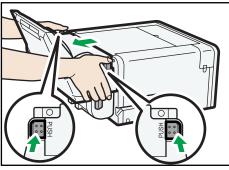
Note

- After attaching an option, check that the printer driver has recognized it. See page 109 "Specifying Settings on [Accessories] Tab", page 186 "Displaying the Machine Status on a Macintosh".

- After attaching the multi bypass tray, you must register where to start printing on paper loaded in the multi bypass tray. See page 140 "Registration".

- The coin screw on the underside of the multi bypass tray is used when setting the side fence.

Detaching the multi bypass tray

1. **Press and hold down the [Power] key until it turns off, and then unplug the power cord.**

2. **Disconnect the USB cable or Ethernet cable.**

3. **Remove any paper in the bypass tray.**

4. **If the bypass tray extension is pulled out, push it back in.**

5. **Pressing the tabs on each side of the multi bypass tray, detach the unit.**

CHU084

1

Turning On/Off the Power

⭐**Important**
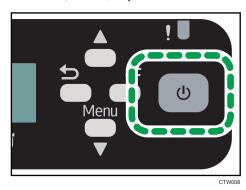
- When you turn the machine off, make sure you press and hold down the [Power] key. If you unplug the Power cord from the wall outlet, ink consumption for maintenance operations may increase.

Turning on the power

1. **Press the [Power] key.**

CTW008

If the machine starts warming up, the [Power] key flashes and the "Waiting..." message will be displayed.

If the machine becomes printable, the [Power] key lights and the "Ready" message will be displayed.

Turning off the power

1. **Press and hold down the [Power] key for one second.**

When the machine is in shutdown mode, the "Shutting down..." message is displayed.

When the machine stops, the [Power] key and the display turn off.

⬇**Note**

- Energy Saver mode is available for this machine. If you do not use this machine for a specified time after turning it on, the machine will be in Energy Saver mode automatically, and electricity consumption of the machine will be reduced. To specify a wait period for Energy Saver mode initiation, configure the system settings. See page 145 "Using the [System] Menu".
- If the machine is in Energy Saver mode, the [Power] key lights. (SG 2100N/SG 3110DN/SG 3110DNw)
- If the machine is in Energy Saver mode, the [Power] key lights and the "Energy Saver" message will be displayed. (SG 7100DN)
- The machine recovers from Energy Saver mode when it receives a print job, or when any key is pressed.

- To cut electricity consumption completely, press the [Power] key for one second, and check that the [Power] key is turned off. Then, unplug the power cord from the wall outlet.

2. Preparing for Printing

This chapter describes installation and setup procedures.

Setup Procedure

This section explains the tasks necessary for printing.

Install and set up the machine by following the steps in the order shown.

Step	Task	Reference for Full Details
1	Check the installation environment.	page 36 "Checking the Computer and Installation Area"
2	Check the supplied items.	page 42 "Checking the Supplied Items and Unpacking the Machine"
3	Attach the units and options.	page 26 "Attaching and Detaching Units and Options"
4	Install the print cartridges.	page 44 "Installing the Print Cartridges"
5	Plug the power cord in and turn the power on.	page 47 "Plugging in the Power Cord and Turning the Power On"
6	Load paper.	page 100 "Loading Paper"
7	Perform a test print.	page 128 "Printing a Configuration Page"
8	Connect the machine and computer and install the software using "Quick Install".	page 51 "Connecting the Computer and Installing the Software (USB Connection)" page 55 "Connecting the Computer and Installing the Software (Network Connection)" If you are using a Macintosh, see page 179 "Using the Machine with a Macintosh".

Checking the Computer and Installation Area

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

The area where the machine is to be placed

⚠ WARNING

- Do not use flammable sprays or solvents in the vicinity of this machine. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not place vases, plant pots, cups, toiletries, medicines, small metal objects, or containers holding water or any other liquids, on or close to this machine. Fire or electric shock could result from spillage or if such objects or substances fall inside this machine.

⚠ WARNING

- Be sure to locate the machine as close as possible to a wall outlet. This will allow easy disconnection of the power cord in the event of an emergency.

⚠ CAUTION

- Keep the machine away from humidity and dust. Otherwise a fire or an electric shock might occur.

⚠ CAUTION

- Do not place the machine on an unstable or tilted surface. If it topples over, an injury might occur.

⚠ CAUTION

- Do not place heavy objects on the machine. Doing so can cause the machine to topple over, possibly resulting in injury.

⚠ CAUTION

- Do not obstruct the machine's vents. Doing so risks fire caused by overheated internal components.

⚠CAUTION
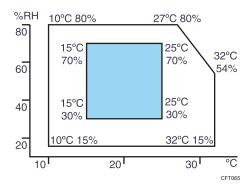
> • Make sure the room where you are using the machine is well ventilated and spacious. Good ventilation is especially important when the machine is used heavily.

⭐Important

- To avoid malfunctions, position the machine away from the following:
  - direct sunlight
  - flow of air from air conditioners or heaters
  - radios, televisions, or other electronic devices
  - areas of high/low temperature and high/low moisture
  - humidifying appliances
  - oil stoves and ammonia-emitting appliances (such as diazo copiers)
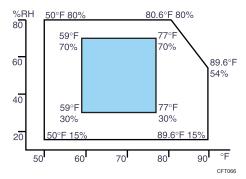
Choose a flat, stable area to install the machine.

- The surface should be level within two degrees, left to right and front to back.
- To prevent condensation, install the machine in an area where temperature and humidity conditions do not exceed those indicated in the diagram below.
- The machine may cease to print if these limitations are exceeded.

🌐 Region **A** (mainly Europe and Asia)

CFT065

🌐 Region **B** (mainly North America)

2

%RH — the diagram shows temperature/humidity ranges: 50°F 80%, 80.6°F 80%, 59°F 70%, 77°F 70%, 89.6°F 54%, 59°F 30%, 77°F 30%, 50°F 15%, 89.6°F 15%

CFT066
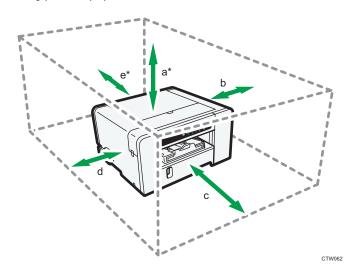
- White area: Permissible Range

- Blue area: Recommended Range

• The diagram below shows the ideal clearance for loading paper, replacing print cartridges, and removing jammed paper

CTW062

SG 2100N/SG 3110DN/SG 3110DNw

    a. 26 cm (10.3 inches)

    b. 10 cm (4.0 inches)

    c. 45 cm (17.8 inches)

    d. 3 cm (1.2 inches)

    e. 13 cm (5.2 inches)

      * A clearance of 30 cm (11.9 inches) is necessary if the multi bypass tray is attached.

SG 7100DN

    a. 26 cm (10.3 inches)

      * A clearance of 41 cm (16.2 inches) is necessary if the multi bypass tray is attached.

b. 10 cm (4.0 inches)

c. 70 cm (27.6 inches)

d. 3 cm (1.2 inches)

e. 35 cm (13.8 inches)

* A clearance of 38 cm (15.0 inches) is necessary if the multi bypass tray is attached.

Checking the power source

⚠ WARNING

- Do not use any power sources other than those that match the specifications shown. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use any frequencies other than those that match the specifications shown. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use multi-socket adaptors. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use extension cords. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use power cords that are damaged, broken, or modified. Also, do not use power cords that have been trapped under heavy objects, pulled hard, or bent severely. Doing so could result in fire or electric shock.

⚠ WARNING

- Touching the prongs of the power cable's plug with anything metallic constitutes a fire and electric shock hazard.

⚠ WARNING

- It is dangerous to handle the power cord plug with wet hands. Doing so could result in electric shock.

⚠️WARNING

- The supplied power cord is for use with this machine only. Do not use it with other appliances. Doing so could result in fire or electric shock.

⚠️WARNING

- If the power cord is damaged and its inner wires are exposed or broken, contact your service representative for a replacement. Use of damaged power cords could result in fire or electric shock.

⚠️WARNING

- Be sure to locate the machine as close as possible to a wall outlet. This will allow easy disconnection of the power cord in the event of an emergency.

⚠️CAUTION

- Be sure to push the plug of the power cord fully into the wall outlet. Partially inserted plugs create an unstable connection that can result in unsafe buildup of heat.

🌐Region **A** (mainly Europe and Asia)

SG 2100N

- 220-240 V: 50/60 Hz 0.4 A

SG 3110DN/SG 3110DNw

- 220-240 V: 50/60 Hz 0.6 A

SG 7100DN

- 220-240 V: 50/60 Hz 0.6 A

🌐Region **B** (mainly North America)

SG 3110DN/SG 3110DNw

- 100-120 V: 60 Hz 1.0 A

SG 7100DN

- 100-120 V: 60 Hz 1.2 A

Checking the Computer to be Connected

To use this machine, computers must meet the following specifications:

- PC/AT-compatible computer with USB or network interface
- Operating system:

  Microsoft Windows XP/Vista/7

Microsoft Windows Server 2003/2003 R2/2008/2008 R2

* 80-100 MB or more available hard disk space

↓Note

* To operate this machine, your computer must have at least the amount of memory necessary to run its operating system.

Checking the Supplied Items and Unpacking the Machine

⚠ WARNING

- The following explains the warning messages on the plastic bag used in this product's packaging.

  - Keep the polythene materials (bags, etc.) supplied with this machine away from babies and small children at all times. Suffocation can result if polythene materials are brought into contact with the mouth or nose.

⚠ CAUTION

- SG 7100DN weighs around 15 kg (33 lb).

- Grip the center area at the base of the machine's sides. Lift it slowly and do not strain your body.

- When moving the machine, remove the option. Careless handling and over exertion when lifting can result in breakage and/or injury.

⭐ **Important**

- Do not turn the machine on until you have read how to do so.

CHU042

Open the box and take out all supplied items. Check that all the following items are present:

- Power Cord
- Starter cartridge - Cyan
- Starter cartridge - Magenta
- Starter cartridge - Yellow
- Starter cartridge - Black
- Quick Installation Guide
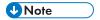
- Safety information

- CD-ROM; User Guide is included on this.

1. **Take off the protective covering.**

2. **Remove the plastic bag.**

3. **Lift the machine and move it to the place where you want to install it.**

   Grip the indented area at the base of the machine's sides, as shown. Lift and carry the machine slowly and carefully.

CHU049

4. **Remove the tape from the machine body.**

5. **Attach units and options.**

   See page 26 "Attaching and Detaching Units and Options".

Note

- We recommend you keep the box, so you can use it again when moving the machine.

- USB and LAN cables are not supplied.

Installing the Print Cartridges

⚠ CAUTION

- Keep ink and ink containers out of reach of children.

⚠ CAUTION

- If ink gets into contact with eyes, wash eyes immediately with running water. Consult a doctor if necessary.

⚠ CAUTION

- If ink is ingested, induce vomiting by drinking a strong saline solution. Consult a doctor immediately.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your clothing. If ink comes into contact with your clothing, wash the stained area with cold water. Hot water will set the ink into the fabric and make removing the stain impossible.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your skin. If ink comes into contact with your skin, wash the affected area thoroughly with soap and water.

⚠ CAUTION

- When removing the print cartridge, avoid putting your hand near the place where the print cartridge is installed. If ink comes in contact with your hands, wash them thoroughly with soap and water.

⭐ **Important**

- When installing the print cartridge, do not touch the inside of the machine.

- Do not turn the machine on until you have read how to do so.

CHU042

- Be sure to install the unused print cartridge that is supplied. Installing any other cartridge could result in incomplete ink filling and malfunction.

1. **Remove the packaging from the print cartridges.**

   Do not touch the ink supply ports or silicon substrates of print cartridges.

2. **Open the right front cover.**

CHU034
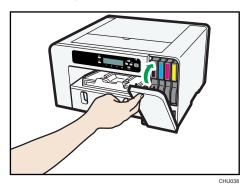
3. **Check the orientation of each cartridge, and then install them gently.**

CHU037

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

4. **Push in each cartridge.**

5. **Repeat steps 3 to 4 for all four cartridges.**

6. **Close the right front cover.**

CHU038

Plugging in the Power Cord and Turning the Power On

Before connecting the machine to a computer, connect the machine's power cord and turn the machine on.

⚠ WARNING

- Do not use any power sources other than those that match the specifications shown in this manual. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use any frequencies other than those that match the specifications shown. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use multi-socket adaptors. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use extension cords. Doing so could result in fire or electric shock.

⚠ WARNING

- Do not use power cords that are damaged, broken, or modified. Also, do not use power cords that have been trapped under heavy objects, pulled hard, or bent severely. Doing so could result in fire or electric shock.

⚠ WARNING

- Touching the prongs of the power cable's plug with anything metallic constitutes a fire and electric shock hazard.

⚠ WARNING

- It is dangerous to handle the power cord plug with wet hands. Doing so could result in electric shock.

⚠ WARNING

- The supplied power cord is for use with this machine only. Do not use it with other appliances. Doing so could result in fire or electric shock.

⚠WARNING

- If the power cord is damaged and its inner wires are exposed or broken, contact your service representative for a replacement. Use of damaged power cords could result in fire or electric shock.

⚠WARNING

- Be sure to locate the machine as close as possible to a wall outlet. This will allow easy disconnection of the power cord in the event of an emergency.

⚠CAUTION

- Be sure to push the plug of the power cord fully into the wall outlet. Partially inserted plugs create an unstable connection that can result in unsafe buildup of heat.

⚠CAUTION

- When disconnecting the power cord from the wall outlet, always pull the plug, not the cord. Pulling the cord can damage the power cord. Use of damaged power cords could result in fire or electric shock.

⭐Important

- Do not handle the machine while the cartridge is being filled.

1. Plug the power cord fully into the machine.

CHU070
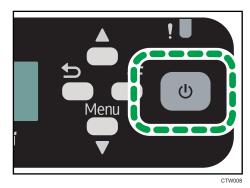
2. **Plug the power cord fully into the wall outlet.**

CHU048

The surface should be level within two degrees.

Make sure the power cord is not trapped under the machine.

3. **Press the [Power] key.**

CTW008

The machine starts feeding ink into its print heads.

Leave the machine idle for about six minutes until the message "Ready" appears.

Do not remove the plug from the wall outlet while the ink is being fed.

You might hear a clicking sound while the print heads are being filled. This is not a malfunction and it will stop after a while.

When ink is completely fed, the [Power] key stops flashing and remains lit.

Confirming the Connection Method

This machine supports local and network connection.

Before installing the software, check how the machine is connected.

⭐ Important

2

- **The printer drivers do not support clustering technology under Windows Server 2003/2003 R2/2008.**

To install the following software applications, press the corresponding Installation Key:

Installation Key	Installed Software
Quick Install for USB	Printer driver
Quick Install for Network	User Guide
PCL/RPCS Raster Printer Drivers or Printer Driver	Printer driver
User Guide	User Guide

Local Connection

If the machine is connected via USB, install the necessary software by inserting the supplied CD-ROM into your computer and then clicking [Quick Install for USB]. See page 53 "Quick Install for USB".

Network Connection

If the machine is connected via the network, install the necessary software by inserting the supplied CD-ROM into your computer and then clicking [Quick Install for Network]. See page 64 "Quick Install for Network".

⬇ Note

- With a network connection, you can use the Windows printer port to send print jobs to the printer directly (peer-to-peer transfer) or use the machine as a network printer and send print jobs to the machine from a client computer via a print server.

- To update the printer driver, download the latest driver from the manufacturer's Web site.

Connecting the Computer and Installing the Software (USB Connection)

After setting up the hardware and making a test print, connect the machine to your computer. This section explains how to connect the machine to a computer using a USB cable, and how to install the software using "Quick Install for USB".

🖹 Reference

- For details about the connection method, see page 50 "Confirming the Connection Method".

- For details about the installing the printer driver only, see page 69 "Installing the Printer Drivers for a USB Connection".

- For details about test print, see page 128 "Using the [List/Test Print] Menu".

Before Installing the Software

Connect the machine and computer via USB.

⬇ Note

- Even if the computer that you are connecting the machine to via USB is networked, you can still connect the machine and computer according to the procedure explained in this section. For details about sharing the printer, see page 72 "Sharing the Printer".

Connecting the machine via USB

⭐ Important

- **Do not turn the machine on until you have read how to do so.**

CHU042
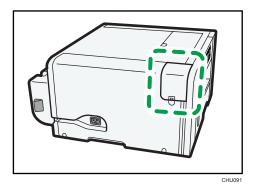
1. **Make sure the machine is off.**

2. **Turn on the power of the computer.**
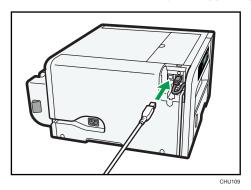
   Quit all applications currently running.

   If the "Add New Hardware Wizard" appears, click [Cancel], and then turn the machine off.
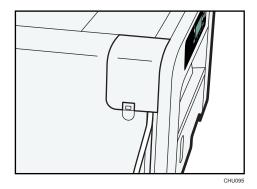
3. **Open the port cover.**

CHU091

4. **Insert the USB cable's hexagonal (type B) plug firmly into the port.**

CHU109

5. **Close the port cover.**

CHU095

6. **Insert the USB cable's rectangular (type A) plug firmly into the computer's USB port.**

⬇️**Note**

- Check the shape and orientation of the USB cable's plug and insert it fully.

Quick Install for USB

Follow the procedure below to install the printer driver and the User Guide.

⭐ **Important**

- Do not turn the machine on until you have read how to do so.

CHU042

- Only administrators can perform this installation. Log on as a member of the Administrators group.

Notes on the Installation

- Ignore the Windows security warning if it appears during installation and continue with the installation.

- If the "Add New Hardware Wizard" appears, click [Cancel], and then turn the machine off.

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all other applications currently running.

2. **Select a language for the interface, and then click [OK].**

3. **Click [Quick Install for USB].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Select the model of printer you want to use, and then click [Next >].**

6. **Check that the power of the machine is off, and then click [Next >].**

   Installation starts.

7. **Make sure that the computer and machine are properly connected, and then press the [Power] key.**

8. **Click [Yes] to specify the machine as the default printer.**

9. **If you want to make initial settings for the printer, click [Set Now].**

10. **Make initial settings, and then click [OK].**

11. **Select whether or not to open the Status Monitor automatically, and then click [Next >].**

12. Check the installation result, and then click [Next >].

Installation starts.

13. Click [Finish].

The printer driver and the User Guide are now installed.

Note

- The installer launch automatically as Auto Run programs when you insert the CD-ROM. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

- When installation is complete, the User Guide icon appears on your desktop.

- If a message prompting you to restart the computer appears, restart the computer.

- Confirm the printer driver is correctly installed by checking the [Power] key is lit, and then performing a test print. See page 128 "Using the [List/Test Print] Menu".

Connecting the Computer and Installing the Software (Network Connection)

After setting up the hardware and making a test print, connect the machine to your computer. This section explains how to connect the machine to a computer via Ethernet or a wireless LAN and how to use "Quick Install for Network".

Reference

- For details about the connection method, see page 50 "Confirming the Connection Method".

- For details about installing the printer driver only, see page 74 "Installing the Printer Drivers for a Network Connection".

- For details about test print, see page 128 "Using the [List/Test Print] Menu".

Before Installing the Software

Connect the machine and computer via Ethernet or wireless LAN. Then, specify the machine's network settings according to the network environment.

Important

- Ethernet and wireless LAN cannot be used simultaneously.

Connecting the machine via ethernet interface
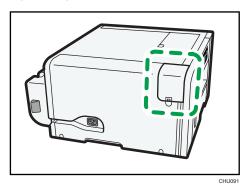
Be sure to install all necessary network equipment, such as hubs, etc. before connecting the Ethernet cable to the machine.

You can connect a 10BASE-T or 100BASE-TX cable to the machine.

Important
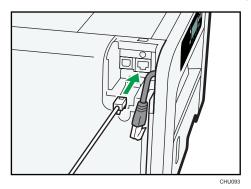
- Ethernet cables are not supplied with this machine. Select your cable according to the network environment.
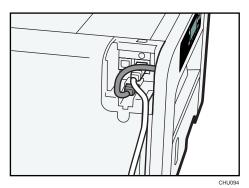
1. **Open the port cover.**

CHU091
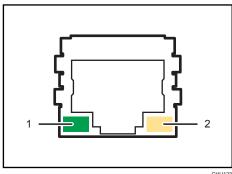
2. **Pull the wireless LAN cable out, and then plug the Ethernet cable into the port.**

CHU093

3. **Store the wireless LAN cable in its container.**

CHU094

4. **Connect the other end of the cable to the machine's network, such as to a hub.**

   Check the LEDs on the Ethernet port.

CHU123
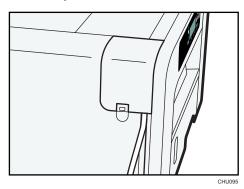
1. **Indicator (green)**

   Lights whenever the machine is properly connected to the network.

2. **Indicator (yellow)**

   Lights whenever the machine is sending or receiving data via the network.

5. **Close the port cover.**

CHU095

Network settings for ethernet and wireless LAN

Make the following network settings according to the network interface you are using.

The following table shows the settings that can be specified and their default factory values. These items appear in the [Network Setup] menu.
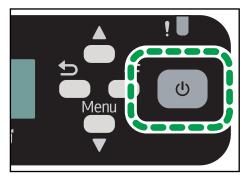
Setting Name	Value
IPv4 DNS	ServerAddress 1 and 2 : 0.0.0.0
IPv4 DDNS	On
DHCP	On
IPv4 Address	11.22.33.44

Setting Name	Value
IPv4 Subnet M.	0.0.0.0
IPv4 Gatewy.Ad.	0.0.0.0
IPv6 DDNS	On
IPv6 DNS	ServerAddress 1 and 2 : "::"
DHCPv6	Off
IPv6 Statlss Ad	On
IPv6 Address	Link-local Add. : "::"
	Lk-lcAd PrfxLen : 64
	Stateless Add.1 : "::"
	StlsAd1 PrfxLen : 64
	Stateless Add.2 : "::"
	StlsAd2 PrfxLen : 64
	Stateless Add.3 : "::"
	StlsAd3 PrfxLen : 64
	Stateful Addrs. : "::"
	StflAd Prfx Len : 64
	Manual Confg Ad : "::"
	MnCfgAd PrfxLen : 64
IPv6 Gatewy.Ad.	"::"
Active Protocol	IPv4: Active
	IPv6: Active
	HTTP (IPv4): Active
	HTTP (IPv6): Active
	Web: Active
IPsec	Off
Ethernet Speed	Auto Select
Prmt SNMPv3 Com	Ciphertext

Setting Name	Value
Pmt SSL/TLS Com	IPv4: Active
	IPv6: Active
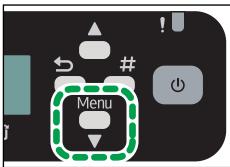
The following example explains how to allocate an IPv4 address.

1. **Press the [Power] key.**

CTW008

2. **Press the [▼/Menu] key.**

CTW010

3. **Press the [▲] or [▼/Menu] key to display the [Host Interface] menu, and then press the [#Enter] key.**

```
Menu:
Host Interface
```

4. **Press the [▲] or [▼/Menu] key to display [Network Setup], and then press the [#Enter] key.**

```
Host Interface:
Network Setup
```

5. **Press the [▲] or [▼/Menu] key to select [IPv4 Address], and then press [#Enter] key.**

```
Network Setup
IPv4 Address
```

The current IP address appears on the display.

6. **Press the [▲] or [▼/Menu] key to enter the left most entry field of the IP address, and then press the [#Enter] key.**

```
IP Address:
01█.022.033.044
```

To get an IP address for the machine, contact your network administrator.

The value moves by 10 if the [▲] or [▼/Menu] key is kept pressed.

7. **Press the [#Enter] key.**

The entered value is confirmed, and the cursor moves to the next field.

```
IP Address:
192.02█.033.044
```

To return to the previous field, press the [Escape] key.

8. **Specify values in all fields, and then press the [#Enter] key.**

9. **Specify "Subnet Mask" and "Gateway Address" in the same way.**

10. **After you have made all the settings, press the [Escape] key.**

The specified settings are set and the initial screen reappears.

You can print the configuration page to confirm the specified settings.

Reference

• For details about how to print a configuration page, see page 128 "Printing a Configuration Page".

Connecting the Machine via a Wireless LAN Interface

This section explains how to connect the machine to the network via a wireless LAN.

Important

• Ad hoc mode is not supported.

• Ethernet and wireless LAN cannot be used at the same time.

• To use wireless LAN instead of Ethernet-based LAN, you must first plug the cable for the wireless LAN into the Ethernet board.

• The following table shows the settings and their defaults. These items appear in [Wireless LAN] under the [Host Interface] menu. See page 149 "Using the [Host Interface] Menu".

Setting Name	Default
SSID	blank
Security Method	Not Active
Easy Setup	-

To specify the wireless LAN settings, select either [Easy Setup] or [SSID].

If you select [SSID], specify [Security Method].

Setting the Easy Setup

Select [Easy Setup] if you want to configure wireless LAN settings using Wi-Fi Protected Setup (WPS).

Select either [PBC Method] or [PIN Method] that is correct to network connection via the access points you can use.

For details about the configuration and functions of the wireless LAN access point or router in use, see the manual supplied with the device.

PBC Method

1. Start the wireless LAN access point.

2. Switch on the machine.

3. Press the access point button.

4. Press the [▼/Menu] key.

5. Press the [▲] or [▼/Menu] key to display the [Host Interface] menu, and then press the [#Enter] key.

```
Menu:
Host Interface
```

6. Press the [▲] or [▼/Menu] key to display [Wireless LAN], and then press the [#Enter] key.

```
Host Interface:
Wireless LAN
```

7. Press the [▲] or [▼/Menu] key to select [Easy Setup], and then press the [#Enter] key.

```
Wireless LAN:
Easy Setup
```

8. Press the [▲] or [▼/Menu] key to select [PBC Method], and then press [#Enter] key.

```
Easy Setup:
PBC Method
```

9. Press the [#Enter] key.

PIN Method

1. Start the wireless LAN access point.

2. Switch on the machine.

3. Press the [▼/Menu] key.

4. Press the [▲] or [▼/Menu] key to display the [Host Interface] menu, and then press the [#Enter] key.

```
Menu:
Host Interface
```

5. Press the [▲] or [▼/Menu] key to display [Wireless LAN], and then press the [#Enter] key.

```
Host Interface:
Wireless LAN
```

6. Press the [▲] or [▼/Menu] key to select [Easy Setup], and then press the [#Enter] key.

```
Wireless LAN:
Easy Setup
```

7. Press the [▲] or [▼/Menu] key to select [Display PIN], and then press [#Enter] key.

```
Easy Setup:
Display PIN
```

8. Enter the machine's PIN on the access point web page.

   For details, see the manual supplied with the wireless LAN access point.

9. Execute WPS (PIN system) from the access point's web page.

10. Press the [▲] or [▼/Menu] key to select [PIN Method], and then press [#Enter] key.

```
Easy Setup:
PIN Method
```

11. Press the [#Enter] key.

Setting the SSID

To use wireless LAN, you must specify the Service Set Identifier (SSID) of the wireless access point that the machine will connect to for network access. Ask your network administrator for the SSID to use.

1. Press the[▼/Menu] key.

2. Press the [▲] or [▼/Menu] key to display the [Host Interface] menu, and then press the [#Enter] key.

```
Menu:
Host Interface
```

3. Press the [▲] or [▼/Menu] key to display [Wireless LAN], and then press the [#Enter] key.

```
Host Interface:
Wireless LAN
```

4. Press the [▲] or [▼/Menu] key to select [SSID], and then press the [#Enter] key.

```
Wireless LAN:
SSID
```

If an SSID has been set, you can check the current SSID setting.

5. Press the [▲] or [▼/Menu] key to enter the characters, and then press [#Enter] key.

```
SSID:
aaaaaaaaaaaa
```

The SSID appears as groups of four characters, 12 characters in each row. Using three rows, you can enter up to 32 characters.

For SSID configuration, it is necessary to press the [#Enter] key to confirm the entry of each character, pressing the [#Enter] key a total of 32 times. This means that you must press the [#Enter] key 32 times even when the SSID is less than 32 characters.

The characters that can be used are ASCII 0x20-0x7e (32 bytes).

The SSID can also be set using Web Image Monitor.

6. Press the [#Enter] key.

Setting Security Method of wireless LAN

You can select either "WEP", "WPA", or "WPA2" as the Security Method. Ask your network administrator for the security method of the wireless LAN in use.

You can also configure the security method via Web Image Monitor.

1. Press the [▼/Menu] key.

2. Press the [▲] or [▼/Menu] key to display the [Host Interface] menu, and then press the [#Enter] key.

```
Menu:
Host Interface
```

3. Press the [▲] or [▼/Menu] key to display [Wireless LAN], and then press the [#Enter] key.

```
Host Interface:
Wireless LAN
```

4. Press the [▲] or [▼/Menu] key to select [Security Method], and then press the [#Enter] key.

```
Wireless LAN:
Security Method
```

5. Press the [▲] or [▼/Menu] key to select [WEP], [WPA], or [WPA2], and then press the [#Enter] key.

```
Security Method:
WEP
```

WEP

- For a 64-bit WEP key, enter the key using 10 hexadecimal digits.

- For a 128-bit WEP key, enter the key using 26 hexadecimal digits.

WPA

- If you select [WPA] as the WPA encryption method, select one of the following: [TKIP] or [CCMP(AES)].

- If you select [WPA] as the WPA authentication method, select one of the following: [WPA-PSK] or [WPA]. If you select [WPA-PSK], enter your PSK. If you select [WPA], authentication settings and certificate installation settings are required.

- For PSK configuration, it is necessary to press the [#Enter] key to confirm the entry of each character, pressing the [#Enter] key a total of 63 times. This means that you must press the [#Enter] key 63 times even when the PSK is less than 63 characters.

- For details about installing certificates, see the Web Image Monitor Help.

WPA2

- If you select [WPA2] as the WPA encryption method, select one of the following: [TKIP] or [CCMP(AES)].

- If you select [WPA2] as the WPA authentication method, select one of the following: [WPA2-PSK] or [WPA]. If you select [WPA2-PSK], enter your PSK. If you select [WPA], authentication settings and certificate installation settings are required.

- For PSK configuration, it is necessary to press the [#Enter] key to confirm the entry of each character, pressing the [#Enter] key a total of 63 times. This means that you must press the [#Enter] key 63 times even when the PSK is less than 63 characters.

- For details about installing certificates, see the Web Image Monitor Help.

6. Specify settings, and then press the [#Enter] key after setting is complete.

Quick Install for Network

Follow the procedure below to install the printer driver and the User Guide.

⭐ **Important**

- Only administrators can perform this installation. Log on as a member of the Administrators group.

Notes on the Installation

Although the Windows security warning may appear during installation, ignore it and continue with the installation.

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all other applications currently running.

2. **Select a language for the interface, and then click [OK].**

3. **Click [Quick Install for Network].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

   The search for the network printer starts.

5. **Select the model of printer you want to use, and then click [Next >].**

6. **Click [Continue].**

   Installation starts.

7. **If you want to make initial settings for the printer, click [Set Now].**

8. **Make initial settings, and then click [OK].**

9. **Select whether or not to open the Status Monitor automatically, and then click [Next >].**

10. **Click [Finish].**

    The printer driver and the User Guide are now installed.

🔽 **Note**

- The installer launch automatically as Auto Run programs when you insert the CD-ROM. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

- When installation is complete, the User Guide icon appears on your desktop.

- If a message prompting you to restart the computer appears, restart the computer.

- Confirm the printer driver is correctly installed by checking the [Power] key is lit, and then performing a test print. See page 128 "Using the [List/Test Print] Menu".

Installing and Opening the User Guide

Follow the procedure below to install the User Guide only.

If you installed the software when performing [Quick Install for USB] or [Quick Install for Network], there is no need to install it again here.

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all other applications currently running.

   The installer launch automatically as Auto Run programs when you insert the CD-ROM. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

2. **Select a language for the interface, and then click [OK].**

3. **Click [User Guide].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Confirm the location in which you want to install the User Guide, and then click [Next >].**

   To change the installation location, click [Change...].

6. **Confirm the program folder in which you want to install the User Guide, and then click [Next >].**

7. **Click [Install].**

   Installation starts.

   During installation, a message asking whether you want to create a desktop shortcut icon is displayed. Click [Yes] or [No] as appropriate.

8. **When installation is complete, click [Finish].**

9. **Open the User Guide that you installed.**

   To open the manuals from an icon, double-click the icon on the desktop. To open the manuals from the [Start] menu, point to [All Programs], point to [Product Name], and then click [Product Name User Guide]. To open the User Guide from the status error message, see page 67 "Opening the User Guide When an Error Message Appears on the Status Monitor".

⬇ Note

- Recommended browsers:
    - Internet Explorer 6 or later
    - Firefox 3.5 or later
    - Safari 4.0 or later
- Non-recommended browsers can display the simplified manual only.

- Depending on your computer's operating environment, the HTML manual you select will be one of the following:
  - Standard version
  - Simplified version
- If you are using an earlier or non-recommended browser and the simplified version of the documentation does not appear automatically, open index.htm, which can be found in the following folder on the CD-ROM: MANUAL_HTML\DATA\LANG\(language)\op_guide\unv
- If you want to read the HTML manuals on a Macintosh, insert the CD-ROM in the CD-ROM drive, and then click [Browse User Guide].
- Only administrators can perform this installation. Log on as a member of the Administrators group.
- The system requirements for installing the manuals are as follows:
  - Operating system: Windows XP/Vista/7, Windows Server 2003/2003 R2/2008
  - Minimum display resolution: 800 × 600 pixels
- To delete an installed manual, see page 218 "Removing the User Guide".

Opening the User Guide When an Error Message Appears on the Status Monitor

This section explains how to open the User Guide when Printer Status error message is displayed.

1. **Check the error message.**
2. **Click [User Guide].**

   The browser opens, and then the User Guide appears.

   Open the User Guide from here if a problem occurs while using the printer.

Opening the User Guide from the CD-ROM

This section explains how to open the User Guide from the supplied CD-ROM.

1. **Insert the CD-ROM in the CD-ROM drive.**

   The installer launch automatically as Auto Run programs when you insert the CD-ROM. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

2. **Select a language for the interface, and then click [OK].**

3. **Click [Browse User Guide].**

   The browser opens, and then the User Guide appears.

Installing the Printer Drivers for a USB Connection

This section explains how to install only the printer driver when the machine is connected to a computer via USB.

If you installed the printer driver by performing Quick Install for USB, there is no need to install it again here.

⭐**Important**

- Only administrators can perform this installation. Log on as a member of the Administrators group.

SG 3110DN/SG 3110DNw/SG 7100DN

1. **Press the [Power] key.**

2. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all other applications currently running.

   If the "Add New Hardware Wizard" dialog box appears, follow the displayed instructions to install USB Printing Support.

   When you insert the CD-ROM, the installer launches. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

   If the screen does not appear even when you double-click the [SETUP.EXE] icon, or if an error occurs during the installation, access the CD-ROM drive from [My Computer] or [Explorer]. Double-click the [RP_SETUPXX.EXE] icon, and then install the printer driver by following the instructions that appear on the screen.

3. **Select a language for the interface, and then click [OK].**

4. **Click [PCL/RPCS Raster Printer Drivers] or [Printer Driver].**

5. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

6. **Select the program you want to use, and then click [Next >]. (SG 3110DN/SG 3110DNw)**

7. **Select the model of printer you want to use.**

8. **Click [+] to display the printer settings.**

9. **Click [Port:], and then click [USBXXX].**

10. **If necessary, configure the default printer.**

11. **If necessary, configure the setting for sharing the printer.**

12. **Click [Continue].**

   The printer driver installation starts

13. **If you want to make initial settings for the printer, click [Set Now] or [OK].**

14. **Make initial settings, and then click [OK].**

15. **Click [Finish].**

16. **Click [Finish].**

   If a dialog box asking whether you want to restart now appears, select [Yes, restart now.], and then click [Finish].

SG 2100N

1. **Insert the CD-ROM in the CD-ROM drive.**

   Do not turn the machine on until you have read how to do so.

   CHU042

   Quit all other applications currently running.

   If the "Add New Hardware Wizard" dialog box appears, click [Cancel], and then turn the machine off.

   When you insert the CD-ROM, the installer launches. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.
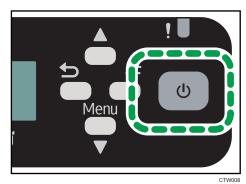
   If the screen does not appear even when you double-click the [SETUP.EXE] icon, or if an error occurs during the installation, access the CD-ROM drive from [My Computer] or [Explorer]. Double-click the [RP_SETUPXX.EXE] icon, and then install the printer driver by following the instructions that appear on the screen.

2. **Select a language for the interface, and then click [OK].**

3. **Click [PCL/RPCS Raster Printer Drivers] or [Printer Driver].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Click [Connect USB cable], and then click [Next >].**

6. **Select the machine model you want to use, and then click [Next >].**

7. **Check that the power of the machine is off, and then click [Next >].**

   Although the Windows security warning may appear during installation, ignore it and continue with the installation.

8. **Make sure that the computer and machine are properly connected, and then press the [Power] key.**

CTW008

   Installation starts.

9. **Click [Yes] to specify the machine as the default printer.**

10. **If you want to make initial settings for the printer, click [Set Now].**

11. **Make initial settings, and then click [OK].**

12. **Select whether or not to open the Status Monitor automatically, and then click [Next >].**

13. **Click [Finish].**

   If a dialog box asking whether you want to restart now appears, select [Yes, restart now.], and then click [Finish].

🔽 **Note**
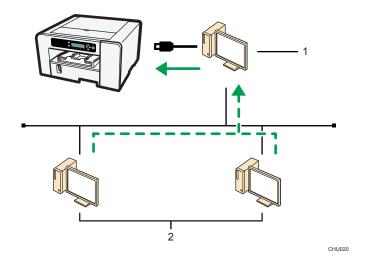
- For details about sharing the printer, see page 72 "Sharing the Printer".

- Confirm the printer driver is correctly installed by checking the [Power] key is lit, and then performing a test print. To perform a test print, open the [Printer Properties] dialog box, click [Print Test Page] on the [General] tab. If the test page does not print properly, see page 215 "If Test Print Fails".

- If Windows Firewall is installed on the print server, configure exceptions in the firewall before using Status Monitor. For details about configuring the Windows Firewall settings, see page 253 "Status Monitor Errors".

🔵 **Reference**

- For details about installing the User Guide only, see page 66 "Installing and Opening the User Guide".

Sharing the Printer

This section explains how to share the printer over a network by connecting it via USB. To share the printer, specify the settings for sharing it on the computer that it is connected to so that the computer acts as a print server.

CHU020

1. **Server**

2. **Client computer**

Setting up a server

⭐**Important**

- Only administrators can make this setting. Log on as a member of the Administrators group.

1. **On the [Start] menu, click [Control Panel].**

   For Windows Server 2003/2003 R2, point to [Settings], and then click [Control Panel].

2. **Click [Network and Internet].**

   For Windows Server 2008, click [Hardware and Sound].

   For Windows XP, click [Network and Internet Connections].

   For Windows Server 2003/2003 R2, click [Network Connections].

3. **Click [Network and Sharing Center].**

   For Windows Server 2008, click [Printer].

   For Windows XP, click [Network Connections].

4. **Click [Change advanced sharing settings].**

   For Windows XP or Windows Server 2008, click [Local Area Connection] to highlight it, and then, in the [File] menu, click [Properties] and go to Step 6.

   For Windows Vista, in the [Sharing and Discovery] section, click [Off] or [On] next to [Printer sharing], and then go to Step 6.

   For Windows Server 2003/2003 R, select [LAN], click [Properties] in the [Files] menu, and then go to Step 6.

5. **Click the chevron ⊗ to expand [Home or Work (current profile)].**

6. **In [File and printer sharing], click [Turn on file and printer sharing].**

   For Windows XP or Windows Server 2003/2003 R2/2008, on the [General] tab, click [Client for Microsoft Networks].

   For Windows Vista, check [Turn on printer sharing], and then click [Apply].

7. **Click [Save changes].**

   For Windows XP or Windows Server 2003/2003 R2/2008, click [OK].

   For Windows Vista, click [Continue], and then select the type of network you are using.

8. **On the [Start] menu, click [Devices and Printers].**

   For Windows Vista or Windows Server 2008, point to [Control Panel] and [Hardware and Sound], and then click [Printers].

   For Windows XP, click [Printers and Faxes].

   For Windows Server 2003/2003 R2, point to [Settings], and then click [Printers and Faxes].

9. **Right-click the machine you want to share, and then click [Printer properties].**

   For Windows XP or Windows Server 2003/2003 R2, right-click the machine you want to share, and then click [Sharing...].

10. **Click the [Sharing] tab, and select the [Share this printer] check box.**

    For Windows Server 2008, on the [Sharing] tab, click [Shared as:].

    For Windows Vista, click [Change saving options], and then check [Share this printer].

11. **Click [OK].**
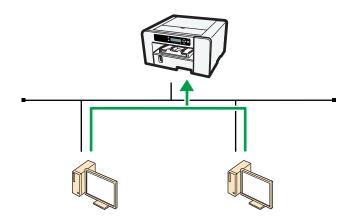
    For Windows XP/Vista, or Windows Server 2003/2003 R2/2008, click [Apply], and then click [OK].

    Configure a computer connected to the network, where the print server is connected, as a client computer. See page 83 "Using as the Windows Network Printer".

Installing the Printer Drivers for a Network Connection

For a network connection, you can either perform direct printing (over a peer-to-peer network) using the Windows printer port or access the printer as a network printer via the print server.

Using this Printer as the Windows Printing Port
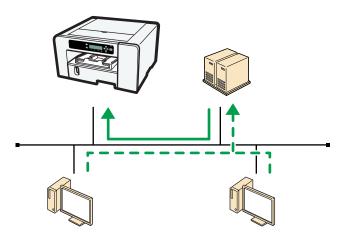
CHU021

Operating System	Available Ports
Windows Vista/7 Windows Server 2008/2008 R2	SmartDeviceMonitor for Client port Standard TCP/IP Port Internet Port LPR port WSD port
Windows XP Windows Server 2003/2003 R2	SmartDeviceMonitor for Client port Standard TCP/IP Port Internet Port LPR port

Using as a Network Printer

This printer can be used as the Windows network printer.

See page 83 "Using as the Windows Network Printer".

CHU022

Using the Standard TCP/IP Port

This section explains how to install the printer driver (TCP/IP) and set up the Standard TCP/IP Port.

⭐ **Important**

- Only administrators can perform this installation. Log on as a member of the Administrators group.
- For Windows XP and Windows Server 2003/2003 R2, the Standard TCP/IP Port is unavailable in an IPv6 environment. In such a case, use the port with IPv4 or use the SmartDeviceMonitor for Client port.

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all applications currently running.

2. **Select an interface language, and then click [OK].**

3. **Click [PCL/RPCS Raster Printer Drivers] or [Printer Driver].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Select the program you want to use, and then click [Next >]. (SG 3110DN/SG 3110DNw)**

6. **Select the model of printer you want to use. (SG 3110DN/SG 3110DNw/SG 7100DN)**

   Click [Connect to a printer port or LAN], and then click [Next >]. (SG 2100N)

   - To search for printers automatically, select [Search for printers automatically], and then follow the wizard's instructions.

   - To search for a printer by its IP address, select [Search for printers by specified IP Address], and then follow the wizard's instructions.

- If you do not search for a printer, select [Do not search]. In this example procedure, [Do not search] is selected.

7. **Click [+] to display the printer settings.**

8. **Click [Port:], and then click [Add].**

9. **Click [Standard TCP/IP], and then click [OK].**

10. **Click [Next >].**

11. **Enter the printer name or machine's IP address in the [Printer Name or IP Address] box, and then click [Next >].**

12. **Click [Finish].**

13. **If necessary, configure the default printer.**

14. **If necessary, configure the setting for sharing the printer.**

15. **Click [Continue].**

    The printer driver installation starts.

16. **If you want to make initial settings for the printer, click [Set Now] or [OK].**

17. **Make initial settings, and then click [OK].**

18. **Click [Finish].**

19. **Click [Finish].**

    If a dialog box asking whether you want to restart now appears, select [Yes, restart now.], and then click [Finish].

↓Note

- Although the Windows security warning may appear during installation, ignore it and continue with the installation.

- A message appears if there is a newer version of the printer driver already installed. If this is the case, you cannot install the printer driver using Auto Run. See page 245 "If a Message Appears during Installation".

Using the LPR Port

This section explains how to install the printer driver (TCP/IP) and set up the LPR Port.

⭐Important

- Only administrators can perform this installation. Log on as a member of the Administrators group.

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all applications currently running.

2. **Select an interface language, and then click [OK].**

3. **Click [PCL/RPCS Raster Printer Drivers] or [Printer Driver].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Select the program you want to use, and then click [Next >]. (SG 3110DN/SG 3110DNw)**

6. **Select the model of printer you want to use. (SG 3110DN/SG 3110DNw/SG 7100DN)**

   Click [Connect to a printer port or LAN], and then click [Next >]. (SG 2100N)

   - To search for printers automatically, select [Search for printers automatically], and then follow the wizard's instructions.

   - To search for a printer by its IP address, select [Search for printers by specified IP Address], and then follow the wizard's instructions.

   - If you do not search for a printer, select [Do not search]. In this example procedure, [Do not search] is selected.

7. **Click [+] to display the printer settings.**

8. **Click [Port:], and then click [Add].**

9. **Click [LPR Port], and then click [OK].**

   If [LPR Port] does not appear, see Windows Help and install it.

10. **Enter the machine's IP address in the [Name or address of server providing lpd] box.**

11. **Enter "lp" in the [Name or address of server providing lpd] box, and then click [OK].**

12. **If necessary, configure the default printer.**

13. **If necessary, configure the setting for sharing the printer.**

14. **Click [Continue].**

    The printer driver installation starts

15. **If you want to make initial settings for the printer, click [Set Now] or [OK].**

16. **Make initial settings, and then click [OK].**

17. **Click [Finish].**

18. **Click [Finish].**

    If a dialog box asking whether you want to restart now appears, select [Yes, restart now.], and then click [Finish].

↓Note

- Although the Windows security warning may appear during installation, ignore it and continue with the installation.

- A message appears if there is a newer version of the printer driver already installed. If this is the case, you cannot install the printer driver using Auto Run. See page 245 "If a Message Appears during Installation".

Using the WSD Port

This describes how to install the PCL printer driver using the WSD port.

⭐ **Important**

- The WSD port can be used under Windows Vista/7, or Windows Server 2008/2008 R2.
- Only administrators can perform this installation. Log on as a member of the Administrators group.
- You can connect to the machine only if both the machine and computer are on the same network segment, or "Network discovery" is enabled. For details, see Windows Help.

Windows 7, Windows Server 2008 R2

1. **Quit all applications currently running.**
2. **On the [Start] menu, click [Computer].**
3. **Click [Network].**

   The [Network] window appears, and the device search begins automatically.
4. **Right-click the machine icon, and then click [Install].**

   If the "Device driver software was not successfully installed" message appears, close the message, and then go to Step 5.
5. **On the [Start] menu, click [Devices and Printers].**
6. **Click [Add a printer].**
7. **Click [Add a local printer].**
8. **Check the [Use an existing port:] check box, and select WSD port.**
9. **Click [Next].**
10. **Click [Have Disk...].**
11. **Insert the CD-ROM in the CD-ROM drive.**

    If the [AutoPlay] dialog box appears, click the [Close] button.
12. **Click [Browse...], and then specify a location for the printer driver.**

    The Drivers are in the following folders on the supplied CD-ROM.

    - RPCS raster printer driver for the 32-bit Windows

      DRIVERS\X86\RPCS_R\XP_VISTA\DISK1
    - RPCS raster printer driver for the 64-bit Windows

      DRIVERS\X64\RPCS_R\X64\DISK1
    - PCL 5c printer driver for the 32-bit Windows

      DRIVERS\X86\PCL5C\XP_VISTA\(language)\DISK1
    - PCL 5c printer driver for the 64-bit Windows

DRIVERS\X64\PCL5C\X64\(language)\DISK1

- PCL 6 printer driver for the 32-bit Windows

  DRIVERS\X86\PCL6\XP_VISTA\(language)\DISK1

- PCL 6 printer driver for the 64-bit Windows

  DRIVERS\X64\PCL6\X64\(language)\DISK1

13. **Click [OK].**

14. **Select the printer you want to use, and then click [Next].**

15. **Follow the instructions on the screens.**

    According to your needs, you may change the machine name, configure the machine as a default printer and/or a shared printer, and print a test page.

16. **Click [Finish].**

    If installation is successful, the machine icon connected to the WSD port is added to the [Devices and Printers] window.

Note

- The port name that follows "WSD" uses random character strings. It cannot be changed freely.

- To stop installation of the selected driver, click [Cancel] before the installation is complete. When re-installing the WSD Port, right-click the machine icon in the [Network] window, and then click [Uninstall].

Windows Vista, Windows Server 2008

1. **Quit all applications currently running.**

2. **On the [Start] menu, click [Network].**

   The [Network] window appears, and the device search begins automatically.

3. **Right-click the machine icon, and then click [Install].**

   If the [User Account Control] dialog box appears, click [Continue].

4. **Click [Locate and install driver software (recommended)].**

   If the [User Account Control] dialog box appears, click [Continue].

5. **Click [Browse my computer for driver software (advanced)].**

6. **Insert the CD-ROM in the CD-ROM drive.**

   If the [AutoPlay] dialog box appears, click the [Close] button.

7. **Click [Browse...], and then specify a location for the printer driver.**

   The Drivers are in the following folders on the supplied CD-ROM.

   - RPCS raster printer driver for the 32-bit Windows

     DRIVERS\X86\RPCS_R\XP_VISTA\DISK1

- RPCS raster printer driver for the 64-bit Windows

  DRIVERS\X64\RPCS_R\X64\DISK1

- PCL 5c printer driver for the 32-bit Windows

  DRIVERS\X86\PCL5C\XP_VISTA\(language)\DISK1

- PCL 5c printer driver for the 64-bit Windows

  DRIVERS\X64\PCL5C\X64\(language)\DISK1

- PCL 6 printer driver for the 32-bit Windows

  DRIVERS\X86\PCL6\XP_VISTA\(language)\DISK1

- PCL 6 printer driver for the 64-bit Windows

  DRIVERS\X64\PCL6\X64\(language)\DISK1

8. **Click [Next].**

   If the [Windows can't verify the publisher of this driver software] message appears, click [Install this driver software anyway].

9. **Click [Close].**

   If installation is successful, the machine icon connected to the WSD port is added to the [Printers] window.

↓Note

- The port name that follows "WSD" uses random character strings. It cannot be changed freely.

- To stop installation of the selected driver, click [Cancel] before the installation is complete. When re-installing the WSD Port, right-click the machine icon in the [Network] window, and then click [Uninstall].

Using the IPP port

Important

- SSL is not supported.

1. **On the [Start] menu, click [Devices and Printers].**

2. **Click [Add a printer].**

3. **Click [Add a network, wireless or Bluetooth printer].**

4. **Click [The printer that I want isn't listed].**

5. **In the [Select a shared printer by name] box, enter "http://(machine's IP address)/printer (or ipp)" as the printer's address, and then click [Next].**

6. **Click [Have Disk...].**

7. **Insert the CD-ROM in the CD-ROM drive.**

   If the [AutoPlay] dialog box appears, click [Close].

8. **Click [Browse...], and then specify a location for the INF file.**

   The Drivers are in the following folders on the supplied CD-ROM.

   - RPCS raster printer driver for the 32-bit Windows

     DRIVERS\X86\RPCS_R\XP_VISTA\DISK1

   - RPCS raster printer driver for the 64-bit Windows

     DRIVERS\X64\RPCS_R\X64\DISK1

   - PCL 5c printer driver for the 32-bit Windows

     DRIVERS\X86\PCL5C\XP_VISTA\(language)\DISK1

   - PCL 5c printer driver for the 64-bit Windows

     DRIVERS\X64\PCL5C\X64\(language)\DISK1

   - PCL 6 printer driver for the 32-bit Windows

     DRIVERS\X86\PCL6\XP_VISTA\(language)\DISK1

   - PCL 6 printer driver for the 64-bit Windows

     DRIVERS\X64\PCL6\X64\(language)\DISK1

9. **Click [Open], and then click [OK].**

10. **Follow the wizard's instructions to install the printer driver.**

Using the SmartDeviceMonitor for Client Port

This section explains how to install the printer driver (TCP/IP or IPP) and set up the SmartDeviceMonitor for Client port.

⭐ **Important**

- For a 64-bit operating system, bidirectional communication is not possible if the SmartDeviceMonitor port is used. In such a case, it is recommended to use the Standard TCP/IP Port.

- Only administrators can perform this installation. Log on as a member of the Administrators group.

- To use the SmartDeviceMonitor for Client port, you need to download SmartDeviceMonitor for Client from the manufacturer's Web site. See page 85 "Downloading Utility Software".

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all applications currently running.

2. **Select an interface language, and then click [OK].**

3. **Click [PCL/RPCS Raster Printer Drivers] or [Printer Driver].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Select the program you want to use, and then click [Next >]. (SG 3110DN/SG 3110DNw)**

6. **Select the model of printer you want to use. (SG 3110DN/SG 3110DNw/SG 7100DN)**

   Click [Connect to a printer port or LAN], and then click [Next >]. (SG 2100N)

   - To search for printers automatically, select [Search for printers automatically], and then follow the wizard's instructions.

   - To search for a printer by its IP address, select [Search for printers by specified IP Address], and then follow the wizard's instructions.

   - If you do not search for a printer, select [Do not search]. In this example procedure, [Do not search] is selected.

7. **Click [+] to display the printer settings.**

8. **Click [Port:], and then click [Add].**

9. **Click [SmartDeviceMonitor], and then click [OK].**

   TCP/IP

   - To configure port settings using TCP/IP, click [TCP/IP], and then click [Search].

     A list of printers using TCP/IP appears.

   - Select the printer you want to use, and then click [OK].

     If the printer you want to use does not appear, click [Specify address], and then enter the machine's IP address or host name.

   IPP

   - To configure port settings using IPP, click [IPP].

     In the [Printer URL] box, enter "http://machine's IP address/printer" as the machine's address. You can enter "http://machine's IP address/ipp" as the machine's address.

   - Enter a name for identifying the machine in the [IPP Port Name] box. Use a name different from the one of any existing ports.

     If a name is not specified here, the address entered in the [Printer URL] box becomes the IPP port name.

   - To specify settings such as those for the proxy server and IPP user name, click [Detailed Settings]. After specifying the necessary settings, click [OK].

     For details about the settings, see SmartDeviceMonitor for Client Help.

10. **If necessary, configure the default printer.**

11. **If necessary, configure the setting for sharing the printer.**

12. **Click [Continue].**

    The printer driver installation starts.

13. **If you want to make initial settings for the printer, click [Set Now] or [OK].**

14. **Make initial settings, and then click [OK].**

15. **Click [Finish].**

16. **Click [Finish].**

    If a dialog box asking whether you want to restart now appears, select [Yes, restart now.], and then click [Finish].

⬇Note

- Although the Windows security warning may appear during installation, ignore it and continue with the installation.

- A message appears if there is a newer version of the printer driver already installed. If this is the case, you cannot install the printer driver using Auto Run. See page 245 "If a Message Appears during Installation".

Using as the Windows Network Printer

This section assumes that the client has already been configured to communicate with a print server. Do not begin the following procedure before the client is set up and configured correctly.

To use the print server, install the printer driver by selecting "Network printer server", and then select the shared printer.

⭐Important

- Only administrators and power users can perform this installation. Log on as a member of the Administrators or Power Users group.

- If you print with a print server connected to the printer using the SmartDeviceMonitor port, Recovery Printing and Parallel Printing cannot be used from the client.

- If you print with a Windows XP/Vista/7 or Windows Server 2003/2003 R2/2008 print server, notification functions of SmartDeviceMonitor may not be used with the client.

1. **Insert the CD-ROM in the CD-ROM drive.**

   Quit all applications currently running.

2. **Select an interface language, and then click [OK].**

3. **Click [PCL/RPCS Raster Printer Drivers] or [Printer Driver].**

4. **Read the entire license agreement carefully. If you accept its terms, click [I accept the agreement.], and then click [Next >].**

5. **Select the program you want to use, and then click [Next >]. (SG 3110DN/SG 3110DNw)**

6. **Select the model of printer you want to use. (SG 3110DN/SG 3110DNw/SG 7100DN)**

   Click [Connect to a printer port or LAN], and then click [Next >]. (SG 2100N)

- To search for printers automatically, select [Search for printers automatically], and then follow the wizard's instructions.

- To search for a printer by its IP address, select [Search for printers by specified IP Address], and then follow the wizard's instructions.

- If you do not search for a printer, select [Do not search]. In this example procedure, [Do not search] is selected.

7. Click [+] to display the printer settings.

8. Click [Port:], and then click [Add].

9. Click [Network Printer], and then click [OK].

10. Double-click the computer name you want to use as a print server in the [Browse for Printer] window.

11. Select the printer you want to use, and then click [OK].

12. If necessary, configure the default printer.

13. If necessary, configure the setting for sharing the printer.

14. Click [Continue].

    The printer driver installation starts.

15. If you want to make initial settings for the printer, click [Set Now] or [OK].

16. Make initial settings, and then click [OK].

17. Click [Finish].

18. Click [Finish].

    If a dialog box asking whether you want to restart now appears, select [Yes, restart now.], and then click [Finish].

↓Note

- The installer launch automatically as Auto Run programs when you insert the CD-ROM. Auto Run might not work automatically with certain OS settings. If this is the case, double-click "SETUP.EXE", located on the CD-ROM root directory, or click [Run SETUP.EXE] in the [AutoPlay] dialog box.

- Although the Windows security warning may appear during installation, ignore it and continue with the installation.

- A message appears if there is a newer version of the printer driver already installed. If this is the case, you cannot install the printer driver using Auto Run. See page 245 "If a Message Appears during Installation".

- If the Windows network printer settings are not configured correctly, installation will fail. In this case, cancel the installation and correctly configure the Windows Networks settings. For details about configuring the settings, see page 72 "Setting up a server".

Downloading Utility Software

This section explains the utility software for this machine.

SmartDeviceMonitor for Client

SmartDeviceMonitor for Client allows you to manage and print various data such as files created with an application, images scanned with a scanner, and existing images as one document.

SmartDeviceMonitor for Client has the following functions:

- Checking printer supplies such as paper or ink
- Checking results of print jobs executed from the computer

SmartDeviceMonitor for Client is available as a free download. Contact your local dealer for information on downloading the software.

↓Note

- For details about the functionality, see Help of SmartDeviceMonitor for Client.

Paper

This section explains the available paper types and how to load paper.

Loadable Paper Sizes and Quantities

Tray 1 (SG 2100N/SG 3110DN/SG 3110DNw)

Type	Size	Paper capacity
Plain / Inkjet Plain Paper	A4 (210 × 297 mm)▽ A5 (148 × 210 mm)▽ A6 (105 × 148 mm)▽ B5 JIS (182 × 257 mm)▽ Letter ($8^1/_2$ × 11)▽ Legal ($8^1/_2$ × 14)▽[*1] $8^1/_2$ × $5^1/_2$▽ Executive ($7^1/_4$ × $10^1/_2$)▽ $8^1/_2$ × 13▽[*1] $8^1/_4$ × 13▽[*1] 8 × 13▽[*1] 16K▽	Load: 250 sheets Stack: 100 sheets
Plain / Inkjet Plain Paper	Custom paper sizes Vertical: 139.7-297.0 mm (5.50-11.69 inches) Vertical: 139.7-356.0 mm[*1] (5.50-14.01 inches) Horizontal: 88.0-216.0 mm (3.47-8.50 inches)	Load: 250 sheets Stack: 100 sheets
Glossy Paper	A4 (210 × 297 mm)▽	Load: 20 sheets Stack: 1 sheet

Type	Size	Paper capacity
Envelope	Com10 Envelope ($4^1/_8 \times 9^1/_2$) ▷ Monarch Envelope ($3^7/_8 \times 7^1/_2$) ▷ C6 Envelope (114 × 162 mm) ▷ C5 Envelope (162 × 229 mm) ▷ DL Envelope (110 × 220 mm) ▷	Load: 20 sheets Stack: 20 sheets

*1 🌐Region B (mainly North America)

Tray 1 (SG 7100DN)

Type	Size	Paper capacity
Plain / Inkjet Plain Paper	A3 (297 × 420 mm) ▷ A4 (210 × 297 mm) ▷ A5 (148 × 210 mm) ▷ A6 (105 × 148 mm) ▷ B4 JIS (257 × 364 mm) ▷ B5 JIS (182 × 257 mm) ▷ 11 × 17 ▷ Letter ($8^1/_2 \times 11$) ▷ Legal ($8^1/_2 \times 14$) ▷ $8^1/_2 \times 5^1/_2$ ▷ Executive ($7^1/_4 \times 10^1/_2$) ▷ $8^1/_2 \times 13$ ▷ $8^1/_4 \times 13$ ▷ 8 × 13 ▷ 8K ▷ 16K ▷	Load: 250 sheets Stack: 100 sheets
Plain / Inkjet Plain Paper	Custom paper sizes Vertical: 139.7-432.0 mm (5.50-17.00 inches) Horizontal: 55.0-297.0 mm (2.17-11.69 inches)	Load: 250 sheets Stack: 100 sheets

Type	Size	Paper capacity
Glossy Paper	A4 (210 × 297 mm)📄	Load: 20 sheets Stack: 1 sheet
Envelope	Com10 Envelope ($4^1/_8 × 9^1/_2$)📄 Monarch Envelope ($3^7/_8 × 7^1/_2$)📄 C6 Envelope (114 × 162 mm)📄 C5 Envelope (162 × 229 mm)📄 DL Envelope (110 × 220 mm)📄	Load: 20 sheets Stack: 20 sheets

Tray 2/Tray 3 (SG 3110DN/SG 3110DNw)

Type	Size	Paper capacity
Plain / Inkjet Plain Paper	A4 (210 × 297 mm)📄 A5 (148 × 210 mm)📄 A6 (105 × 148 mm)📄 B5 JIS (182 × 257 mm)📄 Letter ($8^1/_2 × 11$)📄 Legal ($8^1/_2 × 14$)📄 Executive ($7^1/_4 × 10^1/_2$)📄 $8^1/_2 × 13$📄 $8^1/_4 × 13$📄 8 × 13📄 16K📄	Load: 250 sheets Stack: 100 sheets
Plain / Inkjet Plain Paper	Custom paper sizes Vertical: 148.0-356.0 mm (5.83-14.02 inches) Horizontal: 105.0-216.0 mm (4.13-8.50 inches)	Load: 250 sheets Stack: 100 sheets
Glossy paper	A4 (210 × 297 mm)📄	Load: 20 sheets Stack: 1 sheet

Tray 2 (SG 7100DN)

Type	Size	Paper capacity
Plain / Inkjet Plain Paper	A3 (297 × 420 mm) A4 (210 × 297 mm) A5 (148 × 210 mm) A6 (105 × 148 mm) B4 JIS (257 × 364 mm) B5 JIS (182 × 257 mm) 11 × 17 Letter ($8^1/_2$ × 11) Legal ($8^1/_2$ × 14) $8^1/_2$ × $5^1/_2$ Executive ($7^1/_4$ × $10^1/_2$) $8^1/_2$ × 13 $8^1/_4$ × 13 8 × 13 8K 16K	Load: 250 sheets Stack: 100 sheets
Plain / Inkjet Plain Paper	Custom paper sizes Vertical: 148.0-432.0 mm (5.83-17.01 inches) Horizontal: 148.0-297.0 mm (5.83-11.69 inches)	Load: 250 sheets Stack: 100 sheets
Glossy paper	A4 (210 × 297 mm)	Load: 20 sheets Stack: 1 sheet

2

Bypass tray (SG 3110DN/SG 3110DNw)

Type	Size	Paper capacity
Plain / Inkjet Plain Paper	A4 (210 × 297 mm) A5 (148 × 210 mm) A6 (105 × 148 mm) B5 JIS (182 × 257 mm) Letter ($8^1/_2$ × 11) Legal ($8^1/_2$ × 14) $8^1/_2$ × $5^1/_2$ Executive ($7^1/_4$ × $10^1/_2$) $8^1/_2$ × 13 $8^1/_4$ × 13 8 × 13 16K	Load: 100 sheets Stack: 100 sheets
Plain / Inkjet Plain Paper	Custom paper sizes *1 Vertical: 127.0-1295.4 mm (5.00-51.00 inches) Horizontal: 55.0-216.0 mm (2.17-8.50 inches)	Load: 100 sheets Stack: 100 sheets
Glossy Paper	A4 (210 × 297 mm)	Load: 1 sheet Stack: 1 sheet
Envelope	Com10 Envelope ($4^1/_8$ × $9^1/_2$) Monarch Envelope ($3^7/_8$ × $7^1/_2$) C6 Envelope (114 × 162 mm) C5 Envelope (162 × 229 mm) DL Envelope (110 × 220 mm)	Load: 20 sheets Stack: 20 sheets
Thick (157-256 g/m^2 (40 LB. BOND-65 LB. COVER))		Load: 20 sheets Stack: 20 sheets

*1 Under the PCL driver, the available custom size is 139.7-355.9 mm (5.50-14.01 inches) (Vertical) × 55.0-216.0 mm (2.17-8.50 inches) (Horizontal).

Bypass tray (SG 7100DN)

Type	Size	Paper capacity
Plain / Inkjet Plain Paper (60-80 g/m^2 (16 LB. BOND-20 LB. BOND))	A4 (210 × 297 mm)⊅ A5 (148 × 210 mm)⊅ A6 (105 × 148 mm)⊅ B5 JIS (182 × 257 mm)⊅ Letter ($8^1/_2$ × 11)⊅ $8^1/_2$ × $5^1/_2$⊅ Executive ($7^1/_4$ × $10^1/_2$)⊅ 16K⊅	Load: 100 sheets Stack: 100 sheets
Plain / Inkjet Plain Paper (80-157 g/m^2 (20 LB. BOND-40 LB. BOND))	A4 (210 × 297 mm)⊅ A5 (148 × 210 mm)⊅ A6 (105 × 148 mm)⊅ B5 JIS (182 × 257 mm)⊅ Letter ($8^1/_2$ × 11)⊅ $8^1/_2$ × $5^1/_2$⊅ Executive ($7^1/_4$ × $10^1/_2$)⊅ 16K⊅	Load: 20 sheets Stack: 20 sheets
Plain / Inkjet Plain Paper	A3 (297 × 420 mm)⊅ B4 JIS (257 × 364 mm)⊅ 11 × 17⊅ Legal ($8^1/_2$ × 14)⊅ 320 × 350 mm⊅ 12 × 18⊅ $8^1/_2$ × 13⊅ $8^1/_4$ × 13⊅ 8 × 13⊅	Load: 10 sheets Stack: 10 sheets
Plain / Inkjet Plain Paper	Custom paper sizes Vertical: 127.0-297.0 mm (5.00-11.00 inches) Horizontal: 55.0-148.0 mm (2.17-8.50 inches)	Load: 100 sheets Stack: 100 sheets

2

Type	Size	Paper capacity
Plain / Inkjet Plain Paper	Custom paper sizes Vertical: 297.0-1295.4 mm (11.00-51.00 inches) Horizontal: 148.0-330.0 mm (8.50-12.99 inches)	Load: 10 sheets Stack: 10 sheets
Glossy Paper	A4 (210 × 297 mm)▯	Load: 1 sheet Stack: 1 sheet
Envelope	Com10 Envelope ($4^1/_8 × 9^1/_2$)▯ Monarch Envelope ($3^7/_8 × 7^1/_2$)▯ C6 Envelope (114 × 162 mm)▯ C5 Envelope (162 × 229 mm)▯ DL Envelope (110 × 220 mm)▯	Load: 20 sheets Stack: 20 sheets
Thick (157-256 g/m^2 (40 LB. BOND-65 LB. COVER))	A3 (297 × 420 mm)▯ B4 JIS (257 × 364 mm)▯ 11 × 17▯ Legal ($8^1/_2 × 14$)▯ $8^1/_2 × 5^1/_2$▯ 320 × 350▯ 12 × 18▯ $8^1/_2 × 13$▯ $8^1/_4 × 13$▯ 8 × 13▯	Load: 10 sheets Stack: 10 sheets
Thick (157-256 g/m^2 (40 LB. BOND-65 LB. COVER))	A4 (210 × 297 mm)▯ A5 (148 × 210 mm)▯ A6 (105 × 148 mm)▯ B5 JIS (182 × 257 mm)▯ Letter ($8^1/_2 × 11$)▯ $8^1/_2 × 5^1/_2$▯ Executive ($7^1/_4 × 10^1/_2$)▯ 16K▯	Load: 20 sheets Stack: 20 sheets

Compatible paper sizes for duplex printing (SG 3110DN/SG 3110DNw)

Type	Size
Plain / Inkjet Plain Paper	A4 (210 × 297 mm) A5 (148 × 210 mm) A6 (105 × 148 mm) B5 JIS (182 × 257 mm) Letter ($8^1/_2$ × 11) $8^1/_2$ × $5^1/_2$ Executive ($7^1/_4$ × $10^1/_2$) 16K

Compatible paper sizes for duplex printing (SG 7100DN)

Type	Size
Plain / Inkjet Plain Paper	A3 (297 × 420 mm) A4 (210 × 297 mm) A5 (148 × 210 mm) A6 (105 × 148 mm) B4 JIS (257 × 364 mm) B5 JIS (182 × 257 mm) 11 × 17 Letter ($8^1/_2$ × 11) Legal ($8^1/_2$ × 14) $8^1/_2$ × $5^1/_2$ Executive ($7^1/_4$ × $10^1/_2$) $8^1/_2$ × 13 $8^1/_4$ × 13 8 × 13 16K

🔽 **Note**

- For details about the usable paper thickness, see page 269 "Specifications".
- For precautions on handling paper, see page 94 "Paper Handling Precautions".
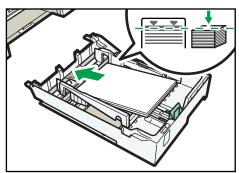
Paper Handling Precautions

⚠️**CAUTION**
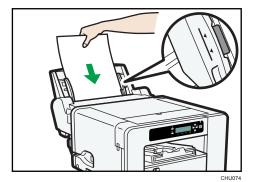
- When loading paper, take care not to trap or injure your fingers.

Loading precautions
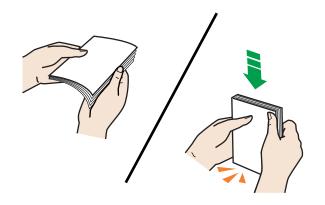
- Load only supported paper in the paper tray.
- Load paper with the paper grain parallel to the feed direction.
- Do not load paper of different types at the same time.
- Before you load paper in the paper tray, remove all of the paper that is currently loaded in the tray.
- Pull the Tray 1-3 completely out before loading it with paper.
- Do not stack paper over the limit mark.
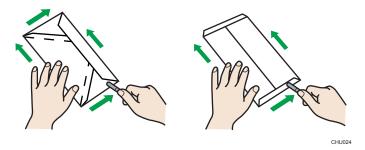
CHU100

CHU074

- Curled paper may jam. Straighten any curls within 2 mm (0.08 inches) before loading.

CHU023
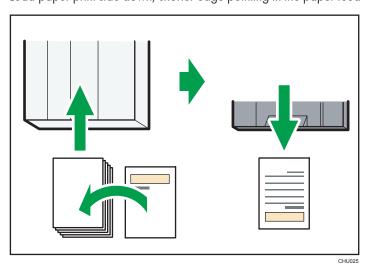
- Before loading envelopes, make sure their edges are sharply creased by rubbing the edges with a pen or similar object.

CHU024
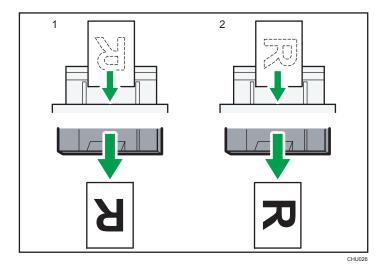
Correct orientation of pre-printed paper when loaded in the Tray 1-3

Load paper print side down, shorter edge pointing in the paper feed direction.

CHU025

Correct orientation of pre-printed paper when loading it in the bypass tray

Load paper print side up, shorter edge pointing in the paper feed direction.

CHU026

1. **To print over a portrait image:**

   Load paper so that its top edge is pointing in the paper feed direction.

2. **To print over a landscape image:**

   Load paper so that its right edge is pointing in the paper feed direction.

Paper storage precautions

If stored under adverse conditions, even paper suitable for printing can cause paper jams, poor print quality, or machine malfunctions. When you store paper, keep the following points in mind:

- 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 thick paper (157 g/m^2 (40 LB. BOND) or more).

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].

- Use as soon as possible after opening the package.

Glossy paper

- The time it takes for the ink to dry depends on the kind of printed image and the environmental conditions. To ensure water and oil resistance, leave the printed sheet to dry for about a day.

- If the temperature exceeds 25°C (77 °F) or the relative humidity exceeds 50%, problems with continuous feeding of glossy paper might occur. If this is the case, feed the sheets one by one.

- If you load multiple sheets of glossy paper and they do not feed in properly, feed them one by one.

- Ink smearing can be caused by environmental conditions (such as high humidity) and the type of image being printed (such as ink-heavy images). If smearing occurs, set [Select Print Quality:] to [Quality Priority] or [Speed Priority]. This may stop the ink smearing.

- Roller marks might appear on printed images.

- If paper is fed from the bypass tray, roller marks might appear on the printed image.

- Some print images can cause the paper to curl, which creates patchy print. If this happens, set [Select Print Quality:] to [Quality Priority].

- Duplex printing is not supported.

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

Envelopes

- Up to 20 envelopes can be loaded in Tray 1.

- Flatten envelopes.

- Load envelopes carefully, because the printable area depends on the orientation. See page 98 "Printable area".

- Duplex printing is not supported.

Thick paper

- Thick paper is heavier than 157 g/m^2 (42 lb.).

- You can insert paper with weights up to 256 g/m^2 (68 lb.) into the bypass tray.

- Insert paper with the print side face up into the bypass tray.

- Duplex printing is not supported.

⬇ Note

- The ink may smear depending on the type of image. See page 239 "Print Results Are Not Satisfactory".

Non-compatible paper

- wrinkled, folded, or damaged

- wavy at the ends

- curled
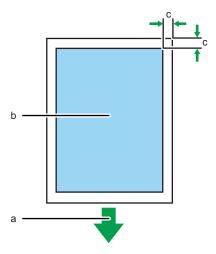
- absorbent
- dry and conducive to static buildup
- already printed on (such as the back of pre-printed paper)
- pre-printed (unless specified)
- heat sensitive/non-carbon
- too thick or thin
- pre-stitched
- glued or tacked
- stapled or clipped together
- dark in places
- irregular in length and proportion

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.

Printable area
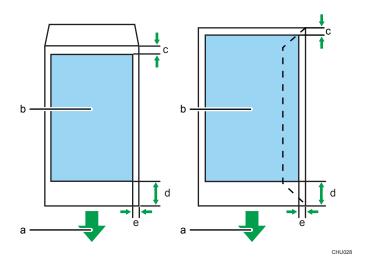
Printable and unprintable areas

CHU027

a. Output Direction

b. Printable Area

c. Windows: 3 mm (0.12 inches), Mac: 4.2 mm (0.17 inches)

When printing on envelopes, the following print area limitations are applied.

CHU028

a. Output Direction

b. Printable Area

c. 8 mm (0.4 inches)

d. 38 mm (1.5 inches)

e. 3 mm (0.2 inches)
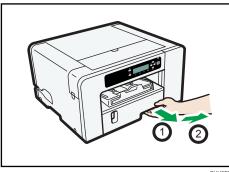
Loading Paper

Load paper into the paper tray.

⚠CAUTION

- When loading paper, take care not to trap or injure your fingers.

Loading Paper into Tray 1-3

1. **Hold the tray grip, pull the tray halfway out, lift it slightly ($①$), and then pull it out further ($②$).**
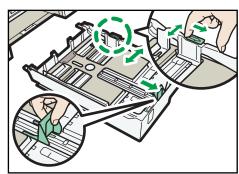
CHU053

Pull the tray out completely. Take care not to drop it.

After pulling the tray out, check that no paper remains in the machine. If there is any remaining paper sheets, remove it.
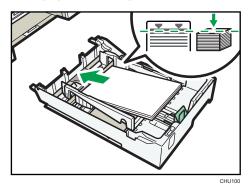
2. **Pinch the catch of the paper guide on the right side, slide the paper guides to match the size of paper you want to load, and then push the end paper guide out until there is space between them.**

CHU098

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

CHU100
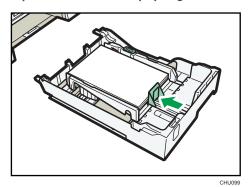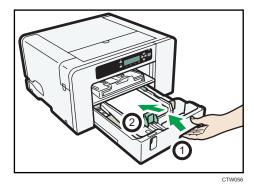
4. **Squeeze the front end paper guide, and then slide it to touch the edge of the paper.**

CHU099
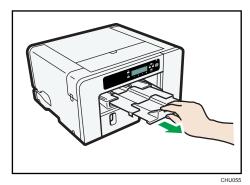
5. **Push the tray gently in until it stops.**

CTW056
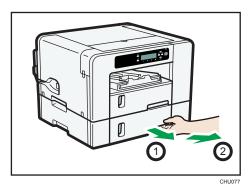
Before you push Tray 1 in, make sure the output ramp is closed.

6. **Pull out the output ramp extension.**

CHU055

Extending the Paper Tray To Load Paper
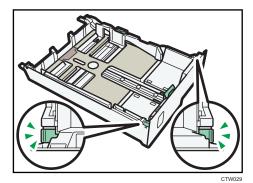
1. **Hold the tray grip, pull the tray halfway out, lift it slightly ($①$), and then pull it out further ($②$).**

CHU077

Pull the tray out completely. Take care not to drop it.
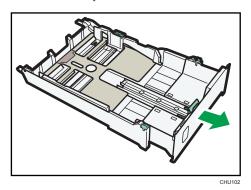
After pulling the tray out, check that no paper remains in the machine. If there is any remaining paper sheets, remove it.
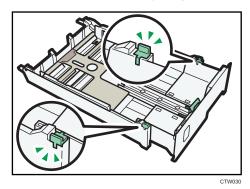
2. **Slide the tabs on both sides of the tray, and then release the lock.**

CTW029
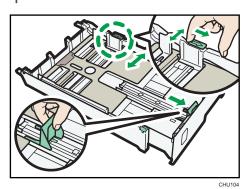
3. **Pull out the tray extension.**

CHU102
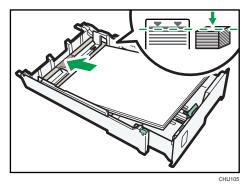
4. **Slide both tabs to the original positions, and then lock the tray.**
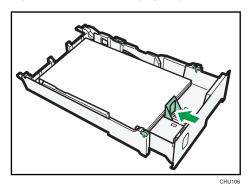
CTW030

5. **Pinch the catch of the paper guide on the right side, slide the paper guides to match the size of paper you want to load, and then push the end paper guide out until there is space between them.**

CHU104

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

CHU105
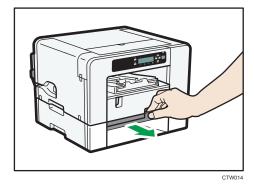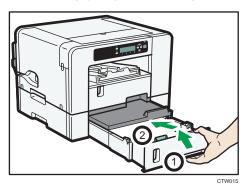
7. **Squeeze the front end paper guide, and then slide it to touch the edge of the paper.**

CHU106

8. **Pull out the paper tray cover extension. (SG 7100DN)**

CTW014

9. **Push the tray gently in until it stops.**

CTW015

10. **Pull out the output ramp extension.**

CTW016
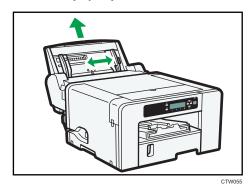
Note

- Do not use the tray extension for A4 (Letter) size paper or smaller paper.

Loading Paper into Bypass Tray

1. **Pull out the bypass tray extension and adjust the position of the paper guide to match the size of the paper you want to load.**

CTW055
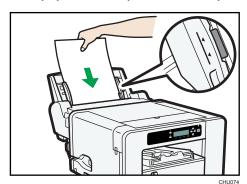
Extend the bypass tray so that it matches the paper size.

105

Press the lever on the side of the paper guide while moving the guide.

Adjust the position of the paper guide before loading paper.

2. **Load paper with the print side face up but not over the limit mark.**

CHU074

3. Specifying the Printer Driver Settings

This chapter describes how to print documents using the printer driver.

Opening the Printer Driver Dialog Box

Opening the [Printer Properties] Dialog Box

1. **On the [Start] menu, click [Devices and Printers].**

   For Windows Vista or Windows Server 2008, click [Control Panel]. Then click [Hardware and Sound], and then click [Printers].

   For Windows XP, click [Printers and Faxes].

   For Windows Server 2003/2003 R2, point to [Settings], and then click [Printers and Faxes].

2. **Right-click the machine icon, and then click [Printer properties].**

   For Windows Vista/XP or Windows Server 2003/2003 R2/2008, right-click the machine icon, and then click [Properties].

Opening the [Printing Preferences] Dialog Box

1. **On the [Start] menu, click [Devices and Printers].**

   For Windows Vista or Windows Server 2008, click [Control Panel]. Then click [Hardware and Sound], and then click [Printers].

   For Windows XP, click [Printers and Faxes].

   For Windows Server 2003/2003 R2, point to [Settings], and then click [Printers and Faxes].

2. **Right-click the machine icon, and then click [Printing preferences].**

Opening from an Application

If you open the [Printing Preferences] dialog box from an application, the factory settings appear. Change the settings as required and carry out printing.

Changes made here are only applicable to this application. If printing is performed using other applications, this setting will not be applied. Some applications may automatically change the printer driver settings.

The procedure below is an example for NotePad (included in the standard Windows package).

How to open the [Printing Preferences] dialog box differs depending on the application. From most applications, the [Printing Preferences] dialog box can be opened by clicking [Print...] or [Page Setup...] on the [File] menu, and then clicking [Preferences]. For details, see Help of the application.

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

2. **In the [Select Printer] area, select the name of this printer, and then click [Preferences].**

Specifying Settings on [Accessories] Tab

Conditions for Bidirectional Communication

If bidirectional communication is enabled, the machine's information is automatically sent to your computer. You can also check the machine's status from your computer.

If bidirectional communication is enabled and the option is not recognized, turn the machine off, and then turn it on again.
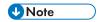
To support bidirectional communication, the following conditions must be met:

Connecting Machine via USB

- The computer supports bidirectional communications.

- The printer properties settings are specified for bidirectional communications.

Connecting Machine via Ethernet Interface

- The printer properties settings are specified for bidirectional communications.

⬇ **Note**

- If you share a printer connected to the print server, bidirectional communication between the printer and client computer may not work depending on the Windows firewall setting. See page 253 "Status Monitor Does Not Open".

If Bidirectional Communication is Unavailable

This section explains how to configure the printer driver settings for the option attached to the machine and the size of the loaded paper. Perform this procedure if the machine and computer are not communicating bidirectionally.

⭐ **Important**

- Only administrators can make this setting. Log on as a member of the Administrators group.

1. **Open the [Printer Properties] dialog box.**

   See page 107 "Opening the [Printer Properties] Dialog Box".

   When you open the [Printer Properties] dialog box for the first time after installing the printer driver, or if you have not specified the attached options yet, a prompt to specify the options appears. In this case, click [OK].

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

3. **Select options installed from the [Options] area.**

4. **Click [Change Input Tray Settings...].**

5. **Select the paper tray in the [Input Tray:] list.**
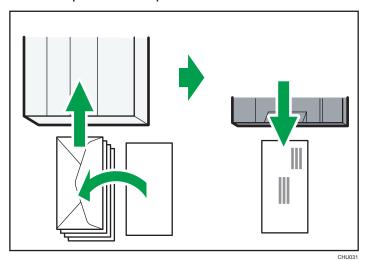
6. **Select the paper size in the [Paper Size:] list.**

7. **Click [Modify Input Tray/Paper Size].**

8. **Click [OK].**

9. **Click [OK] to close the [Printer Properties] dialog box.**

↓Note

- If you add an optional tray to an existing printer, you must refresh the settings on the printer's [Accessories] tab.

3

Printing

⭐ **Important**

- You cannot load thick paper or envelopes in Tray 2 or 3.

- Curled paper may jam. Straighten any curls within 2 mm (0.08 inches) before loading.

- Load paper with the print side face down in Trays 1-3.

- Load paper with the print side face up in the bypass tray.

- Printing on envelopes

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

    - Load envelopes with their flaps closed.

CHU031

- If you print on glossy paper, be sure to remove each sheet as it is delivered to the output ramp.

1. **Load paper into paper tray.**

    How to load paper depends on the paper type. See page 86 "Loadable Paper Sizes and Quantities".

2. **Open the [Printing Preferences] dialog box from the application.**

    See page 107 "Opening from an Application".

3. **Click the [One Click Presets] tab.**

4. **Select the paper type from the [Paper Type:] list.**

    If you select [Inkjet Plain Paper], the machine will print on one side only. To print on both sides, select [Plain].

    If necessary, specify different printer settings.

5. Click [OK].

⬇**Note**

- For details about the number of sheets that you can load in the paper tray and that can be stacked on the output ramp, see page 86 "Loadable Paper Sizes and Quantities".

- For precautions on handling paper, see page 94 "Paper Handling Precautions".

- For details about the printable area of a sheet, see page 98 "Printable area".

- When printing on both sides, content other than text is printed at lower density.

- If ink smears appear and characters are not properly formed when printing white text on a black background, select [High Speed] or [Speed Priority] in the [Select Print Quality:], and then print the job again.

- Under the PCL driver, the available custom size is 127.0-355.9 mm (5.00-14.01 inches) (Vertical) × 55.0-216.0 mm (2.17-8.50 inches) (Horizontal).

Canceling Printing

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

Canceling a print job already sent to the machine

Cancel the print job using the Status Monitor or pressing the [Job Reset] key.

Canceling a print job that is not sent to the machine

Cancel the print job from the taskbar of the computer.

Canceling Printing from the Status Monitor

Follow the procedure below to cancel a print job that is displayed on the Status Monitor.

1. **Check that printing and the Status Monitor have started.**

2. **Click [Stop Printing].**

   It will take a few moments for printing to stop.

🔱Note

- For details about Status Monitor and how to open the Status Monitor, see page 161 "Using the Status Monitor".

Canceling Printing Using the [Job Reset] Key
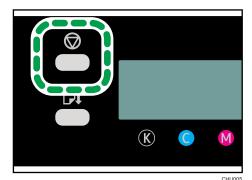
Follow the procedure below to cancel a print job that was already sent to the machine.

The [Job Reset] key cancels all print jobs being printed or that were received. If you do not want to cancel another person's print job that was sent later, it's possible to delete only the current print job.

Cancel only the print job being printed

1. **Check that printing has started.**

2. **Press the [Job Reset] key.**

CHU005

The confirmation screen appears.
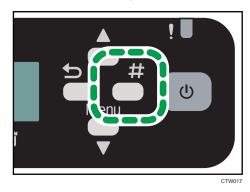
```
Job Reset?
Current Job
```

3. **Press the [#Enter] key.**

CTW017

Only the print job being printed is deleted.
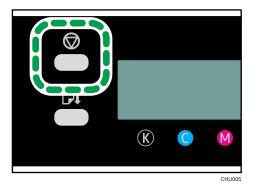
If there are other print jobs waiting, they will be printed after the current print job is deleted.

It takes time to cancel the print job.

Cancel all print jobs received

1. **Check that printing has started.**

2. **Press the [Job Reset] key.**

CHU005

The confirmation screen appears.

```
Job Reset?
Current Job
```
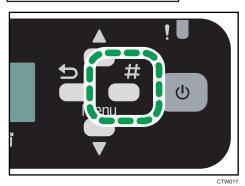
3. **Press [▲] or [▼/Menu] key to display [Job Reset? All Jobs], and then press the [#Enter] key.**

```
Job Reset?
All Jobs
```


CTW017

The confirmation screen appears.

```
Reset all
received Jobs?
```

4. **Press the [#Enter] key.**

All print jobs received will be canceled.

It takes time to cancel the print job.

Canceling Printing from the Taskbar

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

1. **Double-click the machine icon on the taskbar.**

2. **Select the print job you want to cancel, and then click [Cancel] on the [Document] menu.**

4. Machine Setup Menus

This section describes the menu items for configuring and adjusting machine settings.

Making Machine Settings Using the Control Panel

Counter

You can check how many sheets have been printed.

Menu
Show Counter
Print

See page 122 "Using the [Counter] Menu".

Paper Input

You can configure the paper tray settings.

Menu
Tray Paper Size
Paper Type
Aut.Tray Select
Tray Priority

See page 126 "Using the [Paper Input] Menu".

List/Test Print

You can check the machine's present settings and operational status.

Menu
Config. Page
Color Demo Page
Error Log
PCL Config.Page

See page 128 "Using the [List/Test Print] Menu".

Maintenance

You can adjust the print quality.

Menu
Nozzle Check
Head-cleaning
Head-flushing
Head Position
Adj.Paper Feed
Registration
Date/Time
Key Repeat
Dry-delay (Exit)
Dry-delay (Dup)
Paper Feed Test
De-condensation

See page 130 "Using the [Maintenance] Menu".

System

You can configure basic system settings.

Menu
Prt. Err Report
Auto Continue
Sub Paper Size
Energy Saver
Notify by Email
Memory Usage

Menu
Unit of Measure
Page Size
Paper Type
Preprinted Ppr
Copies
Duplex
Blank Pg. Print
Tray Switching
Uni-direct.Prt.
Density
Color Mode
Recycl.Ppr.Mode
Ppr. Size Error
Pg Recov. Error
Ink C.U. Space

See page 145 "Using the [System] Menu".

Host Interface

You can configure settings related to connection and communication.

Menu
I/O Timeout
Network Setup
Wireless LAN
USB Setting

See page 149 "Using the [Host Interface] Menu".

PCL Menu

You can specify settings applied when using the PCL driver.

Menu
Orientation
Form Lines
Font Source
Font Number
Point Size
Font Pitch
Symbol Set
Courier Font
Ext. A4 Width
Append CR to LF
Resolution

See page 154 "Using the [PCL Menu]".

User Code

You can restrict users and available functions by using user codes.

Menu
Authent. Settg.
Prog. Codes No.
Progrm UserCode
Change Settings
Delete UserCode
Change Admin. PW

See page 157 "Using the [User Code] Menu".

Language

You can select which language the menu is displayed in.

Menu
English
German
French
Italian
Dutch
Danish
Swedish
Norwegian
Spanish
Finnish
Portuguese
Czech
Polish
Hungarian

The [Language] menu will be displayed in English.

See page 159 "Using the [Language] Menu".

Note

- You can prevent users other than the administrator from changing the machine's settings. For details, see page 193 "Restricting Machine Functions".

Using the [Counter] Menu

You can check and print out the printer's counter figures.

Show Counter

You can check on the display the number of prints made by the printer.

- Color:

  Indicates the total number of color originals printed using the printer driver's [Color] setting.

- Black:

  Indicates the total number of black and white originals printed using the printer driver's [Black and White] setting.

- EconClr:

  Indicates the total number of color originals printed using the printer driver's [Economy Color] setting.

Print

You can print out the printer's page counts.

- Total Full Color

  Indicates the total number of color originals printed using the printer driver's [Color] setting.

- Total Black

  Indicates the total number of black and white originals printed using the printer driver's [Black and White] setting.

- Total Economy Color

  Indicates the total number of color originals printed using the printer driver's [Economy Color] setting.

- Total Black+Economy Color

  Indicates the total number of color or black and white originals printed using either the [Black and White] or [Economy Color] setting of the printer driver.

- Total Duplex

  Indicates the total number of originals printed using the duplex printing function. Prints on both sides of a sheet of paper are counted as one print.

- Coverage Count.

  Indicates the total amount (%) of ink used for the color options below:

  - Full Color Coverage

  - Black Coverage

  - Economy Color Coverage

  - Black+Economy Color Cover.

- Coverage 0

  Indicates a print coverage ratio between 0 and 5%.

- Coverage 5

  Indicates a print coverage ratio between 5 and 20%.

- Coverage 20

  Indicates a print coverage ratio of 20% and higher.

About coverage counter

"Coverage" means a coverage ratio, and a coverage ratio of 100 indicates the total amount of one ink used for all printable area on a sheet of paper. To find a coverage ratio, compare a coverage ratio of 100 with the actual consumption of ink.

The total amount of ink indicated by a coverage ratio of 100 varies depending on ink colors.

To specify a coverage ratio per page for multiple colors, calculate the total coverage ratios of the multiple colors.

- A Full Color Coverage count:

  (Full Color Coverage)=(Full Color Coverage (K))+(Full Color Coverage (C))+(Full Color Coverage (M))+(Full Color Coverage (Y))

  Ex.:

  Multiple color consumption on a sheet of paper

  K: 3%, C: 8%, M: 7%, Y: 2%

  (3% + 8% + 7% + 2% = 20%)

  Full Color Coverage: 00000020

- A coverage ratio calculation for full color printing per page:

  (Full Color Coverage)/(Total Full Color)

  Ex.:

  Total Full Color: 00000888

  Full Color Coverage: 00007692

  7692 / 888 = 8.7%

Coverage Count. figures are rounded off to one decimal place.

↓Note

- Black and white files are counted as black and white prints even if color printing was specified.

- The counter numbers you can check from the [Counter] menu on the display may differ from the counter numbers that appear on the system configuration page. For details, see page 125 "Differences Between the Counter and the Total Counter".

Displaying the Counter

This section explains how to display the counter.

1. **Press the [▼/Menu] key.**

2. **Press [▲] or [▼/Menu] key to display [Counter], and then press the [#Enter] key.**

```
Menu:
Counter
```

3. **Press [▲] or [▼/Menu] key to display [Show Counter], and then press the [#Enter] key.**

```
Counter:
Show Counter
```

4. **Press [▲] or [▼/Menu] key, and then check the [Color:], [Black:], and [EconClr:] on the display.**

```
Color: 12345678
```

5. **Press the [Escape] key.**

Printing the Counter

This section explains how to print the counter numbers.

1. **Press the [▼/Menu] key.**

2. **Press [▲] or [▼/Menu] key to display [Counter], and then press the [#Enter] key.**

```
Menu:
Counter
```

3. **Press [▲] or [▼/Menu] key to display [Print], and then press the [#Enter] key.**

```
Counter:
Print
```

4. **Press the [#Enter] key.**

```
Color:00001234
Press # to print
```

The counter numbers will be printed.

Differences Between the Counter and the Total Counter

The counter numbers you can check from the [Counter] menu on the display may differ from the total counter numbers that appear on the system configuration page.

The values the total counter displays include the numbers of the printed pages, test patterns, system configuration pages, or counter printouts, so the values may be greater than those on the [Counter] menu.

4

Using the [Paper Input] Menu

This section explains the settings you can specify in the [Paper Input] menu, such as those for the size and type of the paper loaded in each paper tray.

The very first time you load paper or anytime you change to a different size or type of paper, you must specify the paper settings using [Paper Input] menu.

Tray Paper Size

You can specify the size of the paper loaded in the paper tray.

Paper Type

You can specify the type of the paper loaded in the paper tray.

Aut.Tray Select

Specify that the paper tray be automatically selected. The paper tray will automatically be selected according to the paper size and paper type.

Tray Priority

You can specify the prioritized paper tray.

Default: [Tray 1]

↓Note

- "Aut.Tray Select" can be specified only if the multi bypass tray or the paper feed unit is attached.

- If you select "Aut.Tray Select", the paper tray is automatically selected according to the paper size and paper type for the paper trays in "Tray Paper Size" and "Paper Type".

- "Tray Priority" will be specified only if the paper feed unit is attached.

- If you print data-heavy objects on A6 size paper, prints may come out curled. If this happens, it is recommended to print with Economy Color. For details about Economy Color, see the printer driver Help.

- For details about the types of paper supported by this setting, see page 86 "Loadable Paper Sizes and Quantities".

Changing the [Paper Input] Menu

The following procedure is an example of setting the Tray Paper Size.

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Paper Input], and then press the [#Enter] key.**

```
Menu:
Paper Input
```

3. **Press the [▲] or [▼/Menu] key to display [Tray Paper Size], and then press the [#Enter] key.**

```
Paper Input:
Tray Paper Size
```

4. **Press the [▲] or [▼/Menu] key to display the paper tray you want to specify, and then press the [#Enter] key.**

```
Tray Paper Size:
Tray 1
```

5. **Press the [▲] or [▼/Menu] key to display appropriate paper size, and then press the [#Enter] key.**

```
Tray 1:
*A4 (210 x 297)
```

6. **Press the [Escape] key.**

4

Using the [List/Test Print] Menu

Use the [List/Test Print] menu to check that the machine is working properly and to also check the machine's system configuration and settings.

Config. Page

You can print the current configuration of the machine.

Color Demo Page

You can print color samples.

Error Log
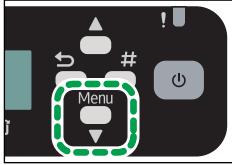
You can print error logs.

PCL Config.Page

You can print the current PCL configuration.

Printing a Configuration Page

1. **Press the [▼/Menu] key.**

CTW010

2. **Press the [▲] or [▼/Menu] key to display [List/Test Print], and then press the [#Enter] key.**

```
Menu:
List/Test Print
```

3. **Press the [▲] or [▼/Menu] key to display [Config. Page], and then press the [#Enter] key.**

```
List/Test Print:
Config. Page
```

The configuration page is printed.

4. **Press the [Escape] key.**

Interpreting the Configuration Page

System Reference

Information such as the counter numbers (Pages Printed), the machine's version, attached options, printer language name, and remaining amount of ink are printed in this area.

Paper Input

The specified Tray Priority setting and the specified settings in the [Paper Input] menu, such as the size and type of paper loaded in each paper tray, are printed in this area.

Maintenance

The specified settings in the [Maintenance] menu are printed in this area.

System

The specified settings in the [System] menu are printed in this area.

Host Interface, Interface Information

The specified settings in the [Host Interface] menu are printed in this area.

PCL Menu

Settings made on the [PCL Menu] are displayed.

Language

The selected language in the [Language] menu is printed in this area.

Note

- Under "System Version", the version of the machine's firmware is displayed. You can check over the Internet whether you need to update the firmware by comparing its version with that of the latest version. You can also check the firmware version by opening the [Printing Preferences] dialog box and clicking [About] on the [Configuration/About] tab. For details about opening the [Printing Preferences] dialog box, see page 107 "Opening the [Printing Preferences] Dialog Box".

- The number of printed pages displayed in "Pages Printed" differs from the number displayed in the [Counter] menu. See page 125 "Differences Between the Counter and the Total Counter".

Using the [Maintenance] Menu

You can specify machine maintenance settings for adjusting settings such as gradation and density.

Nozzle Check

Print a test pattern to check that print head nozzles become clogged.

If nozzle problems occur, print head nozzles become clogged and ink cannot be ejected properly. This will result in lower print quality.

Head-cleaning

You can clean the print head.

Clean the head if certain colors are not printed or are printed faintly.

Head cleaning consumes ink.

Head-flushing

You can clean the print head more thoroughly.

Because head flushing consumes more ink than head cleaning, do it only if the print head cannot be cleaned properly by head cleaning.

Head Position

You can resolve problems such as lines that are printed vertically misaligned or blurred colors.

Adj.Paper Feed

If printed lines are horizontally misaligned or if images are printed unevenly, print the test pattern and adjust the paper feed setting.

Registration

Print the test pattern and align the point where printing starts for each paper tray.

Date/Time

You can specify the date and time.

Key Repeat

The key repeat function allows you to specify setting values in units of ten or scroll the display quickly by pressing and holding down the [▲] or [▼/Menu] key.

Default: [**On**]

Dry-delay (Exit)

To prevent spoiling of printed copies, select a print delivery interval to allow them to dry.

The interval must be long enough to allow a sheet to dry. You can specify an interval between 1 and 20 seconds.

Default: [**Off**]

Dry-delay (Dup)

To prevent spoiling of duplex-printed copies, select a print delivery interval to allow them to dry.

The interval must be long enough to allow a duplex-printed sheet to dry. You can specify an interval between 1 and 20 seconds.

Default: [**Off**]

Paper Feed Test

You can eject a sheet of paper without printing anything on it.

De-condensation

To remove moisture from inside the machine, you can eject three sheets of paper without printing anything on them.

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.

1. **Press the [▼/Menu] key.**
2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Nozzle Check], and then press the [#Enter] key.**

```
Maintenance:
Nozzle Check
```
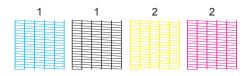
4. **Press the [#Enter] key.**

```
Press # to
print pattern
```

A test pattern is printed.

5. **Press the [Escape] key.**
6. **Check the printed test pattern.**

Printed Test Pattern

CHU029

Using the test pattern, check for print head clogging and the number of the clogged head.
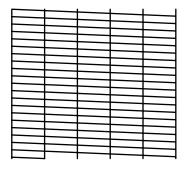
The number appearing above each color in the test pattern is the number of the print head.

The print head for cyan and black is [Head 1].

The print head for yellow and magenta is [Head 2].
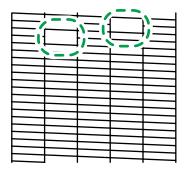
Check which print head is clogged by referring to the following illustration.

Normal

CFT168

When print heads are clogged

CFT169

If the print head is clogged, perform Head Cleaning. See page 132 "Head-cleaning".

If the problem persists, perform Head Flushing. See page 134 "Head-flushing".

Head-cleaning

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.

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.

⭐**Important**

- Do not turn the machine off during print head cleaning. If the machine is turned off during print head cleaning, start again from the beginning.

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Head-cleaning], and then press the [#Enter] key.**

```
Maintenance:
Head-cleaning
```

4. **Press the [▲] or [▼/Menu] key to select a color, and then press the [#Enter] key.**

```
Head-cleaning:
All Heads
```

To clean all the print heads, select [All Heads].

To clean the print head for cyan and black, select [Head 1].

To clean the print head for yellow and magenta, select [Head 2].

5. **Press the [#Enter] key.**

```
Press # to
clean heads
```
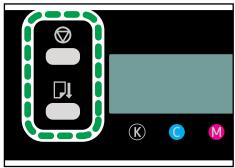
Head cleaning starts.

```
Maintenance
in process...
```

6. **Press the [Escape] key.**

No-fuss head cleaning

You can perform a one-touch head cleaning for all colors.

1. **Press the [Job Reset] and [Form Feed] keys at the same time.**

CHU254

The following message appears:

```
Press # to
clean heads
```

2. **Press the [#Enter] key.**

   Head cleaning starts.

Head-flushing

Follow the procedure below to perform a thorough print head cleaning. Because head flushing consumes more ink than head cleaning, do it only if the print head cannot be cleaned properly by head cleaning.

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.

⭐**Important**

- Do not turn the machine off during print head cleaning. If the machine is turned off during print head cleaning, start again from the beginning.

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Head-flushing], and then press the [#Enter] key.**

```
Maintenance:
Head-flushing
```

4. **Press the [▲] or [▼/Menu] key to select a color, and then press the [#Enter] key.**

```
Head-flushing:
All Heads
```

To clean all the print heads, select [All Heads].

To clean the print head for cyan and black, select [Head 1].

To clean the print head for yellow and magenta, select [Head 2].

5. **Press the [#Enter] key.**

```
Press # to
flush heads
```

Head flushing starts.

```
Maintenance
in process...
```

6. **Press the [Escape] key.**

Head Position

Adjusts the print head. Perform this operation if printed lines are vertically misaligned or printed colors are blurred.

To check adjustment values, print test patterns applying "High Speed", "Standard", "High Quality", "Envelope Print" settings.

If there are several lines in the test pattern, check adjustment values for each line, and adjust the print head positions. If the adjustment value is set to "0", adjustment is not necessary. Adjust all lines so their adjustment values indicate "0".

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Head Position], and then press the [#Enter] key.**
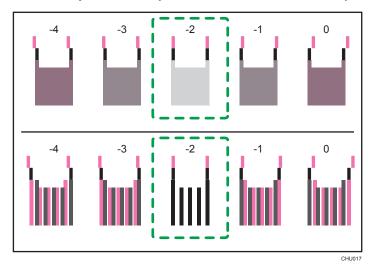
```
Maintenance:
Head Position
```

4. **Press the [▲] or [▼/Menu] key to display [Pr.Test Pattern], and then press the [#Enter] key.**

```
Head Position:
Pr.Test Pattern
```

5. **Press the [▲] or [▼/Menu] key to select the target's resolutions, and then press the [# Enter] key.**

```
Pr.Test Pattern:
High Speed
```

A test pattern to adjust print head positions is printed.
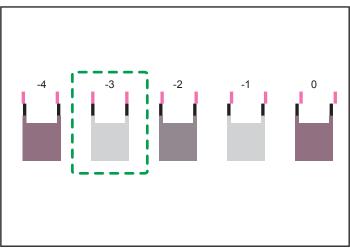
6. **To determine the adjustment value, select the square that is faintest (closest to white). Alternatively, select the square whose internal lines overlap to form a single color.**

CHU017

Combined two-color lines form squares, and depending on line overlapping, (white) spaces between the lines are painted and look darker. Sometimes the colors of the lines are identical.

For this illustration, the adjustment value is "-2". Checking adjustment values for each item is required.

- If you cannot determine the adjustment value, select the square that is between the straightest lines.
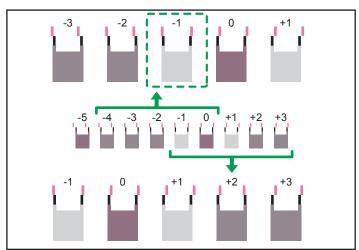
CHU018

Each vertical line is made of an upper part and lower part. If the print head is not properly positioned, the vertical line will be displayed as two disconnected lines, so that the line looks misaligned.

- If you still cannot determine the adjustment value, locate the square that is between adjacent squares whose lines form symmetry. Adjacent squares can be one or two places either side (at positions ±1 or ±2).

This illustration indicates an adjustment value that is set to "-1".

CHU019

7. **Press the [▲] or [▼/Menu] key to display [Adjustment], and then press the [#Enter] key.**

```
Head Position:
Adjustment
```

8. **Press the [▲] or [▼/Menu] key to select a resolution from Step 5, and then press the [#Enter] key.**

```
Adjustment:
High Speed
```

9. **Select the items that you need to adjust, and then press the [# Enter] key.**

```
Adjustment:
1.A
```

10. **Enter the optimal adjustment values from Step 6, and then press the [#Enter] key.**

```
A:
(-4, +4)         0
```

11. **Press the [Escape] key.**

Adj.Paper Feed

If horizontal lines are printed unaligned, print images are patchy, or black or white streaks are printed at regular intervals, print a test pattern, and then adjust the paper feed setting.

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Adj.Paper Feed], and then press the [#Enter] key.**

```
Maintenance:
Adj.Paper Feed
```

4. **Press the [▲] or [▼/Menu] key to display [Pr.Test Pattern], and then press the [#Enter] key.**
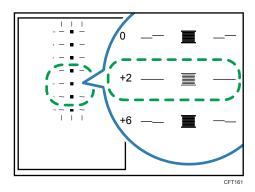
```
Adj.Paper Feed:
Pr.Test Pattern
```

A test pattern to adjust paper feed is printed.
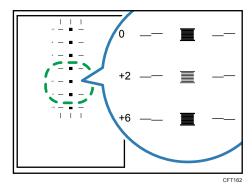
5. **Check the optimal adjustment values on the printed test pattern.**

The procedure is explained using the SG 2100N/SG 3110DN/SG 3110DNw as an example.

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".

CFT161

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.

CFT162

6. **Press the [▲] or [▼/Menu] key to display [Adjustment], and then press the [#Enter] key.**

```
Adj.Paper Feed:
Adjustment
```

7. **Press the [▲] or [▼/Menu] key to enter the adjustment value (-14 to +14) from Step 5, and then press the [#Enter] key.**

```
Adjustment:
(-14, +14)      0
```

8. **Press the [Escape] key.**

↓Note

- If black or white streaks still appear after the adjustment, keep adjusting the value by 1 and executing "Adjustment".
  - If black streaks appear, increase the adjustment value.
  - If white streaks appear, decrease the adjustment value.
- Keep adjusting the value and executing "Adjustment" until the black or white streaks disappear.

Registration

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

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

   ```
   Menu:
   Maintenance
   ```

3. **Press the [▲] or [▼/Menu] key to display [Registration], and then press the [#Enter] key.**

   ```
   Maintenance:
   Registration
   ```

4. **Press the [▲] or [▼/Menu] key to display [Pr.Test Pattern], and then press the [#Enter] key.**

   ```
   Registration:
   Pr.Test Pattern
   ```
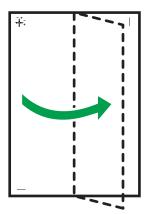
5. **Press the [▲] or [▼/Menu] key to select a paper tray, and then press the [#Enter] key.**

   ```
   Pr.Test Pattern:
   Tray 1
   ```

   A test pattern to adjust the print start position is printed.
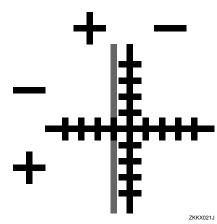
   Check the optimal adjustment values on the printed test pattern.

6. **Fold the test pattern sheet in half lengthwise.**

CFT069

7. 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 [Read Direction] is "+1.0".

ZKKX021J

8. Fold the test pattern sheet in half widthwise, and then check the adjustment value for the [Feed Direction].

   Adjustment values are in 0.1 increments.

9. Press the [▲] or [▼/Menu] key to display [Adjustment], and then press the [#Enter] key.

```
Registration:
Adjustment
```

10. Press the [▲] or [▼/Menu] key to select a paper tray, and then press the [#Enter] key.

```
Adjustment:
 Tray 1
```

11. Press the [▲] or [▼/Menu] key to enter the adjustment values (-4.0 to +4.0) in the [Read Direction] from Step 7, and then press the [#Enter] key.

```
Read Direction:
(-4, +4)   0.0
```

12. Press the [▲] or [▼/Menu] key to enter the adjustment values (-4.0 to +4.0) in the [Feed Direction] from Step 8, and then press the [#Enter] key.

```
Feed Direction:
(-4, +4)   0.0
```

13. Press the [Escape] key.

Setting the Date and Time

Use the following procedure to specify the date, time, and time zone.

Date setting

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Date/Time], and then press the [#Enter] key.**

```
Maintenance:
Date/Time
```

4. **Press the [▲] or [▼/Menu] key to display [Date Setting], and then press the [#Enter] key.**

```
Date/Time:
Date Setting
```

5. **Press the [▲] or [▼/Menu] key to set the date, and then press the [#Enter] key.**

   🌐 Region **A** (mainly Europe and Asia)

```
Date Setting:
30/ 8/2012
```

   🌐 Region **B** (mainly North America)

```
Date Setting:
 8/30/2012
```

   To specify the time right after this step, go to Step 4 in "Time Setting".

   See page 142 "Time setting".

6. **Press the [Escape] key.**

Time setting

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Date/Time], and then press the [#Enter] key.**

```
Maintenance:
Date/Time
```

4. **Press the [▲] or [▼/Menu] key to display [Time Setting], and then press the [#Enter] key.**

```
Date/Time:
Time Setting
```

5. **Press the [▲] or [▼/Menu] key to set the time, and then press the [#Enter] key.**

   🌐 Region **A** (mainly Europe and Asia)

```
Time Setting:
 10:31:25
```

   🌐 Region **B** (mainly North America)

```
Time Setting:
  10:31:25 AM
```

   To specify the time zone right after this step, go to Step 4 in "Time Zone Setting".

   See page 143 "Time zone setting".

6. **Press the [Escape] key.**

Time zone setting

1. **Press the [▼/Menu] key.**
2. **Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.**

```
Menu:
Maintenance
```

3. **Press the [▲] or [▼/Menu] key to display [Date/Time], and then press the [#Enter] key.**

```
Maintenance:
Date/Time
```

4. **Press the [▲] or [▼/Menu] key to display [Time Zone], and then press the [#Enter] key.**

```
Date/Time:
Time Zone
```

5. **Press the [▲] or [▼/Menu] key to set the time zone, and then press the [#Enter] key.**

```
Time Zone:
GMT+00:00
```

6. Press the [Escape] key.

De-condensation

If the "SC570-00 Power Off On / Call Service if error reoccurs" message appears, there might be condensation inside the machine. You can dry the machine's interior by performing the de-condensation procedure. See page 263 "Printer Error".

1. Press the [▼/Menu] key.

2. Press the [▲] or [▼/Menu] key to display [Maintenance], and then press the [#Enter] key.

```
Menu:
Maintenance
```

3. Press the [▲] or [▼/Menu] key to display [De-condensation], and then press the [#Enter] key.

```
Maintenance:
De-condensation
```

Three sheets are fed through the machine without anything being printed on them.

4. Turn the machine off, and then turn it on again.

If the error message does not reappear, the machine's interior has fully dried.

Note

- If the error persists, turn the machine off, leave it for an hour, and then turn it on again. If this does not resolve the problem, contact your sales or service representative.

- If the paper is smeared with ink after being ejected, contact your sales or service representative.

Using the [System] Menu

You can set basic functions required to use the machine. The machine can be used on factory default, but the configuration can be changed depending on the condition of the user. The changed condition holds even if the machine is turned off.

Prt. Err Report

Select this to have an error report printed when a printer or memory error occurs.

Default: [**Off**]

Auto Continue

You can specify how the machine handles a print job if it does not have a paper tray containing paper of the size and type specified in the printer driver.

If you select [Off], the machine does not print until a paper tray containing paper of the size and type required for the print job is inserted.

Default: [**Immediate**]

Sub Paper Size

You can specify whether to print on A4 paper if the machine is not equipped with a paper tray that can feed Letter ($8^1/_2$ × 11) paper specified on the printer driver, and vice versa.

Default: [**Off**]

Energy Saver

Use Energy Saver mode to reduce the machine's power consumption.

You can specify how long the machine remains idle before it switches to Energy Saver mode. When the machine is in Energy Saver mode, it requires time to start up when it receives a print job. You can specify between 5 and 60 minutes as the idle time before switching to the Energy Saver mode.

Default: [**5 minutes**]

Notify by Email

You can specify whether or not to send notification that a printer error has occurred to a particular e-mail address.

Use the Web browser to specify e-mail address to send notification. See page 169 "Notifying the Machine Status by E-mail".

Default: [**Off**]

Memory Usage

Insufficient memory can cause printing to fail or a file's image data to not be printed. If this happens, you can specify the priority assigned to the printer's memory space. Select [Font Priority] if a file's image data is not printed. Select [Frame Priority] if printing fails due to insufficient memory.

Default: [**Frame Priority**]

Unit of Measure

You can switch the measurement between "mm" and "inch".

🌐Region A (mainly Europe and Asia)

Default: [mm]

🌐Region B (mainly North America)

Default: [inch]

Page Size

You can select the default paper size.

🌐Region A (mainly Europe and Asia)

Default: [A4 (210 × 297)]

🌐Region B (mainly North America)

Default: [8^1/$_2$ × 11]

Paper Type

You can select the default paper type.

Default: [Plain Paper]

Preprinted Ppr

You can enable this to print on pre-printed or pre-punched paper.

Default: [Off]

Copies

Specify the number of pages to print.

This setting is disabled if the number of pages to print is specified by the printer driver.

Default: [1]

Duplex

Select whether or not to print on both sides of a sheet. If you specify duplex printing, you must also specify the binding method.

Default: [Off]

Blank Pg. Print

Specify whether or not to print blank pages.

Default: [On]

Tray Switching

You can set to switch the paper tray.

Default: [Off]

Uni-direct.Prt.

You can configure the machine to eject ink only when the head is moving in a particular direction.

Normally, the way the ink is ejected depends on the paper type.

For example, printing is usually bidirectional if [Plain] has been selected in the printer driver. However, if you select [Always], even plain paper will be printed unidirectionally.

By printing unidirectionally, you can eliminate differences in ink ejection timing and so prevent misregistration when printing thin ruled lines.

If you select [Driver Setting], printing is done according to the paper type selected in the printer driver.

Default: [**Driver Setting**]

Density

You can adjust the density of the printing color.

⊕Region **A** (mainly Europe and Asia)

Default: [**Standard**]

⊕Region **B** (mainly North America)

Default: [**Dark**]

Color Mode

You can select the default color mode.

Default: [**Color**]

Recycl.Ppr.Mode

You can enable this to print on recycled paper.

Default: [**Off**]

Ppr. Size Error

This function enables the printer to notify users if the paper in the tray does not match the paper size specified in the [Paper Input] menu.

If you select [Do not Display], even if the paper size does not match, printing proceeds without an error being displayed.

Default: [**Display**]

Pg Recov. Error

You can specify whether or not [Page Recovery Error] is reported.

Default: [**Display**]

Ink C.U. Space

You can check the remaining capacity of the ink collector unit.

Changing the [System] Menu

The following procedure is an example of setting the Energy Saver mode.

1. **Press the [▼/Menu] key.**

2. **Press [▲] or [▼/Menu] key to display [System], and then press the [#Enter] key.**

```
Menu:
System
```

3. **Press [▲] or [▼/Menu] key to display [Energy Saver], and then press the [#Enter] key.**

```
System:
Energy Saver
```

4. **Press the [#Enter] key.**

5. **Press [▲] or [▼/Menu] key to select the lead time needed to switch to the Energy Saver mode.**

```
E.Saver Timer:
*5 minutes
```

6. **Press the [#Enter] key.**

7. **Press the [Escape] key.**

Using the [Host Interface] Menu

In the [Host Interface] menu, you can specify settings related to connection and communication. Settings made using the [Host Interface] menu remain effective even if you turn the machine off.

To configure the machine's network settings, use the [Network Setup] menu.

I/O Timeout

Specify how long the printer waits for the currently-connected interface to respond. When the specified time elapses, the machine can receive data from another interface.

If you make the I/O Timeout period too short, timeout might occur while data transfer is in progress. If this happens, the print job will be interrupted by a new job from another interface.

You can specify a timeout between 10 and 60 seconds.

Default: [**15 seconds**]

Network Setup

You can make network-related settings.

Machine Name

Displays the machine's name.

Host Name

Displays the machine's host name.

Domain Name

Displays the machine's domain name.

IPv4 DNS

Specify the DNS server settings under IPv4.

If DHCP is off, enter the IPv4 addresses for the primary and secondary DNS servers in the format "xxx.xxx.xxx.xxx" (where each x represents a digit).

Default: [**0.0.0.0**]

IPv4 DDNS

Specify the setting to update the host or domain name.

Default: [**On**]

DHCP

You can specify whether or not to use DHCP in an IPv4 environment.

Default: [**On**]

IPv4 Address

You can specify the machine's IPv4 address.

When DHCP is set to on, the IP address cannot be changed. To change it, set DHCP to off.

Contact your network administrator for information about the network configuration.

Default: [11.22.33.44]

IPv4 Subnet M.

You can specify the subnet mask.

When DHCP is set to on, the subnet mask cannot be changed. To change it, set DHCP to off. Contact your network administrator for information about the network configuration.

Default: [0.0.0.0]

IPv4 Gatewy.Ad.

You can specify the IPv4 gateway address.

When DHCP is set to on, the gateway address cannot be changed. To change it, set DHCP to off. Contact your network administrator for information about the network configuration.

Default: [0.0.0.0]

IPv6 DDNS

Specify the setting to update the host or domain name.

Default: [On]

IPv6 DNS

Specify the DNS server settings under IPv6.

If DHCP is off, enter the IPv6 addresses for the primary and secondary DNS servers in the form "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx" (where each x represents a digit).

Default: [::]

DHCPv6

You can specify whether or not to use DHCP in an IPv6 environment.

Default: [Off]

IPv6 Statlss Ad

Select whether to enable or disable IPv6 stateless address auto configuration.

Default: [On]

IPv6 Address

You can specify the machine's IPv6 address.

IPv6 Gatewy.Ad.

You can specify the IPv6 gateway address.

Default: [::]

Active Protocol

Select the protocol by setting the IPv4, IPv6, HTTP (IPv4), HTTP (IPv6), and Web protocols to [Active] or [Not Active].

Default: [**Active**]

IPsec

Specify the machine's IPsec function Active/Not Active.

Default: [**Off**]

MAC Address

Displays the machine's MAC address (physical address).

Ethernet Speed

Set the access speed for networks.

Select a speed that matches your network environment. [Auto Select] should usually be selected.

Default: [**Auto Select**]

Prmt SNMPv3 Com

Select SNMPv3 communication for managing the machine using MIB.

Default: [**Ciphertext**]

Pmt SSL/TLS Com

Set SSL/TLS communication under IPv4 and IPv6 to [Active] or [Not Active]. This communication mode will be used when you specify machine settings using a Web browser.

Default: [**Active**]

Restore Default

You can reset the network settings to their defaults.

Wireless LAN

Configure settings for wireless LAN.

SSID

You can display or specify an SSID.

Security Method

You can specify the encryption of the wireless LAN.

Default: [**Not Active**]

Easy Setup

Select [Easy Setup] if you want to configure wireless LAN settings using Wi-Fi Protected Setup (WPS). Select either [PBC Method] or [PIN Method] that is correct to network connection via the access points you can use.

MAC Address

You can display the wireless LAN's MAC address (physical address).

USB Setting

You can specify the settings related to communication when the computer and machine are connected via USB. Usually, you do not need to change these settings.

After changing this setting, turn the machine off, and then turn it on again.

USB Speed

Default: [**Auto**]

Port Setting

Default: [**Off**]

Changing the [Host Interface] Menu

This section gives an example of changing a setting in the [Host Interface] menu.

1. **Press the [▼/Menu] key.**

2. **Press the [▲] or [▼/Menu] key to display [Host Interface], and then press the [#Enter] key.**

```
Menu:
Host Interface
```

3. **Press the [▲] or [▼/Menu] key to display [I/O Timeout], and then press the [#Enter] key.**

```
Host Interface:
I/O Timeout
```

4. **Press the [▲] or [▼/Menu] key to display [20 seconds], and then press the [#Enter] key.**

```
I/O Timeout:
20 seconds
```

5. **Press the [Escape] key.**

Precautions to Take When Using in a Network

Using DHCP

- You can register the host name to a DNS server. In the Web Image Monitor menu, you can enable or disable [Notify Host Name to DHCP Server]. For details, see page 165 "Changing the Machine Settings".

- The DHCP Relay Agent is not supported.

- Supported DHCP server operating systems are: Windows Server 2003/2003 R2, Windows Server 2008, and UNIX standard.

- The IP address acquired from DHCP can be checked on the configuration page. For details about printing a configuration page, see page 128 "Using the [List/Test Print] Menu".

- When there are multiple DHCP servers, make the same configuration for all. This printer uses information from the DHCP server that responds first.

Using the [PCL Menu]

You can set conditions when using PCL for printing.

Orientation

You can select the page orientation.

- Portrait
- Landscape

Default: [**Portrait**]

Form Lines

You can specify the number of lines per page between 5 and 128.

Region**A**(mainly Europe and Asia)

Default: [**64**]

Region**B**(mainly North America)

Default: [**60**]

Font Source

You can set the location of the default font.

- Resident
- RAM

Default: [**Resident**]

When you select [RAM], you can select only fonts downloaded to the printer RAM.

Font Number

You can specify the ID of the default font you want to use.

- 0 to 63 (internal)
- 1 to n (download)

The value of "n" is the number of fonts downloaded to the printer RAM.

Point Size

You can specify the point size you want to use for the default font between 4 and 999.75 in 0.25 increments.

Default: [**12.00 points**]

This setting is effective only for a variable-space font.

Font Pitch

You can specify the number of characters per inch you want to use for the default font between 0.44 and 99.99 in 0.01 increments.

Default: [**10.00 pitch**]

This setting is effective only for fixed-space fonts.

Symbol Set

You can specify the character set for the default font. Available sets are as follows:

Roman-8, Roman-9, ISO L1, ISO L2, ISO L5, ISO L6, ISO L9, PC-775, PC -8, PC-8 D/N, PC-850, PC-852, PC-858, PC8-TK, PC-1004, Win L1, Win L2, Win L5, Win Baltic, Desktop, PS Text, MS Publ, Math-8, PS Math, Pifont, Legal, ISO 4, ISO 6, ISO 11, ISO 15, ISO 17, ISO 21, ISO 60, ISO 69, Win 3.0, MC Text, UCS-2, PC-864, Arabic-8, Win Arabic, PC-866, PC-866U, ISO Cyrillic, Win Cyrillic, PC-851, Greek-8, ISO Greek, PC-8 Greek, Win Greek, PC-862, Hebrew-7, Hebrew-8, ISO Hebrew

Default: [**PC-8**]

Courier Font

You can select a courier-type font.

- Regular
- Dark

Default: [**Regular**]

Ext. A4 Width

You can extend the width of the printable area of A4 sheets reducing side margin width.

Default: [**Off**]

Append CR to LF

You can specify whether or not to append a CR code to each LF code to print text data clearly.

Default: [**Off**]

Resolution

You can specify the print resolution in dots per inch.

Default: [**600 × 300 dpi**]

Changing the [PCL Menu]

This section explains setting the symbol set mode as an example of how to change the [PCL Menu] setting.

1. **Press the [▼/Menu] key.**
2. **Press [▲] or [▼/Menu] key to display [PCL Menu], and then press the [#Enter] key.**

```
Menu:
PCL Menu
```

3. **Press [▲] or [▼/Menu] key to display [Symbol Set], and then press the [#Enter] key.**

```
PCL Menu:
Symbol Set
```

4. **Press [▲] or [▼/Menu] key to display [PC-8], and then press the [#Enter] key.**

```
Symbol Set:
*PC-8
```

5. **Press the [Escape] key.**

Using the [User Code] Menu

By registering a user code, you can restrict users and available functions by code.

If a user code is enabled, you need to specify the user code in the printer driver.

For details about specifying a user code in the printer driver, see the printer driver's Help.

Authent. Settg.

- Simple

    Authentication is applied to print jobs with user code data.

    Only print jobs with authenticated user codes and print jobs without user codes can be printed.

- Entire

    Authentication is applied to all print jobs.

    Only print jobs with authenticated user codes can be printed.

- Off

    Authentication is not applied to print jobs.

    Default: [**Off**]

Prog. Codes No.

You can check the number of registered user codes. Up to 20 user codes can be registered.

Progrm UserCode

You can register user codes. Up to eight digits can be registered for each user code.

After registering a user code, specify the restrictions on functions for the applicable users.

- B&W Printing

    This allows only black-and-white printing.

- Econ. Clr. Print

    This allows Level Color printing and black-and-white printing.

- Full Color Print

    This allows the use of all print modes.

    Default: [**B&W Printing**]

Change Settings

From the registered user codes, select the user code you want to change.

Delete UserCode

You can delete a user code.

Change Admin. PW

You can change the administrator password. The default administrator password is "0000".

Using the [Language] Menu

This section explains how to select the language used for the settings and messages displayed on the display.

1. **Press the [▼/Menu] key.**

2. **Press the [▲] key once, and then press the [#Enter] key.**

```
Menu:
Language
```

3. **Press the [▲] or [▼/Menu] key to select the language, and then press the [#Enter] key.**

```
Language:
 *English
```

On the display, the names of the available languages appear in English.

The message "Power Off On to Change Setting" appears.

4. **Turn the machine off, and then turn it on again.**

4

5. Monitoring and Configuring the Machine

This chapter describes how to monitor and configure the machine.

Using the Status Monitor

Using the Status Monitor, you can check the print job status, error messages, amount of remaining ink and other machine status information.

You can specify how to receive notification of print job status via the Status Monitor.

1. **Open the [Printer Properties] dialog box.**
2. **Click the [Maintenance] tab.**
3. **Click [Status Monitor Settings].**
4. **From the list in the [Status Monitor display settings] area, select a method for launching the Status Monitor.**
5. **Press [OK] two times.**

↓Note

- For details about [Status Monitor Settings], see the printer driver Help.
- You can cancel printing from the Status Monitor. See page 113 "Canceling Printing from the Status Monitor".
- To check the amount of remaining ink, see page 194 "Replacing a Print Cartridge".
- To check the amount of waste ink, see page 200 "Replacing an Ink Collector Unit".
- To check the error messages on the Status Monitor, see page 253 "Status Monitor Errors".

5

Using Web Image Monitor

The following operations can be remotely performed using Web Image Monitor from a client computer.

- Displaying machine status or settings
- Making machine settings
- Making e-mail notification settings
- Making network protocol settings
- Performing maintenance
- Making security settings
- Resetting the machine
- Updating the machine's firmware

Configuring the machine

To perform the operations from Web Image Monitor, TCP/IP is required. After the machine is configured to use TCP/IP, operations from Web Image Monitor become available.

Recommended Web browsers

- Windows:

  Internet Explorer 6.0 or higher

  Firefox 2.0 or higher

- Mac OS:

  Safari 2.0 or higher

  Firefox 2.0 or higher

🗘Note

- If the previous versions of the Web browser above are used or JavaScript and cookies are not enabled with the Web browser used, display and operation problems may occur.

- Non-recommended Web browsers might not display certain screen elements correctly.

- If you are using a proxy server, change the Web browser settings. Contact your network administrator for information about the settings.

- The previous page may not appear even after the back button of a Web browser is clicked. If this happens, click the refresh button of a Web browser.

Displaying Top Page
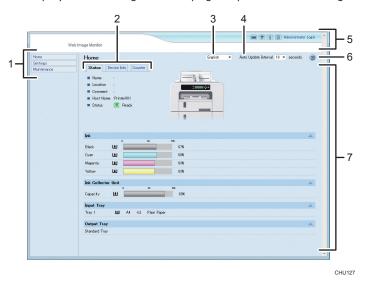
This section explains the Top Page and how to display Web Image Monitor.

1. **Launch the Web browser.**

2. **In the address bar, enter "http://(machine's IP address or host name)/".**

   When setting SSL, a protocol for encrypted communication, under environment which server authentication is issued, enter "https://(machine's IP address or host name)/".

The displayed Web Image Monitor page is split into the following areas:

CHU127

1. **Menu Area**

   A menu appears.

2. **Tab area**

   Details about each menu appear.

3. **Language Selection Menu**

   Select a language.

   If the displayed page is garbled when using an English language operating system, select "English" with the language selection menu.

4. **Auto Update Interval**

   You can specify the update interval on the [Status] tab's work area.

   Information for other menus and tabs are not automatically updated, so click [Refresh] to update.

   Default: [**10 seconds**]

5. **Header area**

   You can check the version of the machine's firmware by clicking [i]. Check whether you need to update the firmware by comparing its version with that of the latest firmware via the Internet. You can change the machine settings by clicking [Administrator Login] to access the machine as an administrator.

   You can check the answers to commonly asked questions and other useful information about using this machine.

   Click to view the Frequently Asked Questions. An internet connection is required to view the Frequently Asked Questions.

6. **Help**

   Use Help to view Help file contents.

7. **Main Area**
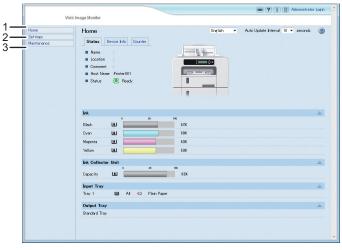
   Displays the contents of the item selected in the menu area.

Note

- To display Web Image Monitor, click [Web Image Monitor...] on the [Configuration/About] tab in the [Printing Preferences] dialog box.

Menu

This section explains the items in the Web browser menu.

CHU128

1. **Home**

   The [Status], [Device Info], and [Counter] tab are displayed. Details of the tab menu are displayed on the work area.

2. **Settings**

   Make system settings for the machine, interface settings, and security.

3. **Maintenance**

   Click to perform printer maintenance.

Logging in Using Web Image Monitor

To change the machine settings, log in to the machine as the administrator.

1. **Launch the Web browser.**

2. **In the address bar, enter "http://(machine's IP address or host name)/".**

3. **Click [Administrator Login].**

   A dialog box for entering the user name and password opens.

4. **Enter the user name and password, and then click [OK].**

   If this is the first time to do this, enter "admin" as the user name and leave the password blank.

   To ensure security, it is important you change the password.

5. **In the menu area, click [Settings].**

6. **Specify the machine settings.**

7. **Click [OK].**

   The specified settings are transmitted to the machine.

Changing the Machine Settings

5

You can specify the following settings on each page of Web Image Monitor.

[Device Settings] area

- [System] page

  You can specify [Device Name], [Comment], [Location], and [Recycle Paper Mode].

- [Date/Time] page

  You can specify [Set Date], [Set Time], [SNTP Server Address], [SNTP Polling Interval], [Time Zone], and [Daylight saving time settings].

- [Email] page

  For details about the items and descriptions, see page 169 "Notifying the Machine Status by E-mail".

- [ROM Update] page

  You can check the ROM firmware version and update the firmware as necessary. Download the latest update from the manufacturer's website and update the firmware according to the displayed instructions.

[Auto Email Notification] area

See page 169 "Notifying the Machine Status by E-mail".

[Administrator Tools] area

- [Administrator Authentication] page

  You can specify [New Password] and [Confirm New Password].

- [Restore Defaults] page

  You can restore the default settings for the network interface.

[Interface] area

- [Interface Settings] page

    - [Ethernet]

        You can specify [Ethernet Speed].

- [Wireless LAN Settings] page

    - [Wireless LAN Settings]

        You can specify [SSID] and [Security Method].

    - [WEP Settings]

        You can specify [New WEP Key] and [Confirm WEP Key].

    - [WPA Settings]

        You can specify [WPA Encryption Method], [WPA Authentication Method], [PSK], [Confirm PSK], [User Name], [EAP Type], [Password], and [Confirm Password].

    - [Firmware Update]

        You can update the wireless LAN firmware as necessary.

        Download the latest update from the manufacturer's website and update the firmware according to the displayed instructions.

[Network] area

- [IPv4] page

    You can specify whether to enable or disable [IPv4].

    - [Ethernet + Wireless LAN]

        You can specify [Host Name], [DHCP], [Notify Host Name to DHCP Server], [Domain Name], [Use Domain Name], [IPv4 Address], [Subnet Mask], and [AutoIP].

    - [Details]

        You can specify [Default Gateway Address], [DNS Server1], [DNS Server2], [DNS Protocol Priority], [LPR(515)], [DIPRINT(9100)], [IPP(80/631)], [WSD (Device)], [WSD (Device) Port Number], [WSD (Printer)], [WSD (Printer) Port Number], [WSD (Printer) / IPP Timeout], and [LLTD].

- [IPv6] page

    You can specify whether to enable or disable [IPv6].

    - [Ethernet + Wireless LAN]

        You can specify [Host Name], [Domain Name], and [Manual Configuration Address].

    - [Details]

        You can specify [Default Gateway Address], [DNS Server1], [DNS Server2], [DNS Protocol Priority], [LPR(515)], [DIPRINT(9100)], [IPP(80/631)], [WSD (Device)], [WSD

(Device) Port Number], [WSD (Printer)], [WSD (Printer) Port Number], [WSD (Printer) / IPP Timeout], and [LLTD].

- [DHCPv6] page

    You can specify [DHCPv6 Operation Mode], [IAID], and [Request Timeout].

- [DDNS] page

    You can specify [IPv4], [IPv6], [A Record Registration for DHCP], [AAAA Record Registration for DHCPv6], [Operation when records are duplicated], and [Interval to Update Device's Record].

- [SNMP] page

    - [Protocol]

        You can specify whether to enable or disable IPv4 and IPv6 when using [SNMP(161)].

    - [SNMPv1,v2 Setting]

        You can specify [SNMPv1,v2 Function], [SNMPv1 Trap Communication], and [SNMPv2 Trap Communication].

    - [Community]

        You can configure up to four SNMP communities.

- [SNMPv3] page

    - [SNMPv3 Setting]

        You can specify [SNMPv3 Function], [SNMPv3 Trap Communication], and [Permit SNMPv3 Communication].

    - [Permit SNMPv3 Communication]

        You can configure up to five SNMPv3 trap destinations.

    - [Account(User)]

        You can specify [Account Name(User)], [Authentication Password(User)], [Authentication Password re-enter(User)], [Encryption Password(User)], [Encryption Password re-enter(User)], and [Access Type(User)].

    - [Account(Administrator)]

        You can specify [Account Name(Administrator)], [Authentication Password(Administrator)], [Authentication Password re-enter(Administrator)], [Encryption Password(Administrator)], [Encryption Password re-enter(Administrator)], and [Access Type(Administrator)].

- [Bonjour] page

    You can specify whether to enable or disable IPv4 and IPv6 when using [Bonjour].

    - [Details]

        You can specify [Computer Name] and [Location].

    - [Print Order Priority]

5

You can specify [DIPRINT], [LPR], and [IPP].

[Security] area

- [Network Security] page

    - [SSL/TLS Version]

        You can specify [TLS1.1], [TLS1.0], and [SSL3.0].

    - [Encrypted Communication Settings]

        You can specify [AES], [3DES], and [RC4].

- [Access Control] page

    - [IPv4]

        You can configure up to five access control ranges.

    - [IPv6]

        You can configure up to five [Range] and [Mask] settings.

- [IPP Authentication] page

    You can configure up to ten [Authentication], [User Name], and [Password] settings.

- [SSL/TLS] page

    You can specify [SSL/TLS(443)] and [Permit SSL/TLS Communication].

- [Site Certificate] page

    - [Imported Site Certificate]

        You can select [Delete] or [Update to Trustworthy Certificate] for an imported site certificate.

    - [Site Certificate to Import]

        Import the site certificate according to the displayed instructions.

- [Device Certificate] page

    You can select [Create], [Request], [Install], [Install intermediate Certificate], [Delete/Cancel Request], and [Delete intermediate Certificate] for up to three certificates.

    - [Certification]

        Select the certificate to be used in [SSL/TLS], [Wireless LAN], and [IPsec].

- [IPsec] page

    You can specify [IPsec].

    You can configure up to ten parameters.

Notifying the Machine Status by E-mail

You can be notified of the machine status by e-mail on an occasion such as if the machine runs out of paper or paper is jammed.

The e-mail notifying the machine status will be sent to the e-mail address specified as the destination in advance. You can also specify the timing and status to notify.

⭐**Important**

- Depending on your e-mail application, a phishing warning message might appear when you receive e-mail. To stop this warning message appearing, see your e-mail application's Help for details about registering trusted senders.

To receive reports of the machine's status by e-mail, set [Notify by Email] to [On] in the [System] menu, and then specify an e-mail address and other required settings using Web Image Monitor. The [Auto Email Notification] setting can be changed only by the administrator.

The following status can be notified:

- The printer error has occurred.
- The ink has run out.
- The ink will run out soon.
- The Ink Collector Unit must be replaced now.
- The Ink Collector Unit must be replaced soon.
- The paper has run out.
- The paper has been jammed.
- The paper type is wrong.
- The paper size is wrong.
- The paper size and type are wrong.
- A cover is open.
- The specified part such as paper tray is not attached correctly.
- The machine is out of its operational temperature range.
- The total number of printed pages.

⬇**Note**

- For details about Notify by Email, see page 145 "Using the [System] Menu".
- How to log in as the administrator, see page 164 "Logging in Using Web Image Monitor".

Specifying notification the printer status by e-mail

On the [Email] page, you can specify the basic and authentication settings for sending e-mail.

You can enable or disable Auto Email Notification. The "Administrator Email Address" will appear in the e-mail message. The "Device Email Address" will appear in the "From" box.

[Auto Email Notification]

> You can specify whether to enable or disable this function.
>
> Default: [**Inactive**]

[Device Email Address]

> Enter the device's e-mail address using up to 127 characters.
>
> Default: Blank

[Administrator Email Address]

> Enter the administrator's e-mail address using up to 127 characters.
>
> Default: Blank

[Email Body]

> Enter messages using up to 255 characters.
>
> Default: Blank

[SMTP]

> You can specify the SMTP server name and SMTP Port No.. By specifying the SMTP authentication setting, you can send e-mails to destinations where the e-mail server carries out SMTP authentication.
>
> By specifying the SMTP authentication setting, you can log on to SMTP servers which require authentication. The supported authentication protocols are: CRAM MD5, PLAIN, and LOGIN.
>
> - [SMTP Server Name]
>
>   Enter the server name using up to 127 characters.
>
>   Default: Blank
>
> - [SMTP Port No.]
>
>   Default: [**25**]
>
> - [SMTP AUTH]
>
>   You can specify whether to enable or disable this function.
>
>   Default: [**Inactive**]
>
> - [SMTP Auth. User Name]
>
>   Enter the user name using up to 191 characters.
>
>   Default: Blank
>
> - [SMTP Auth. Password]
>
>   Enter the password using up to 63 characters.
>
>   Default: Blank

- [Confirm SMTP Auth. Password]

  Enter the password using up to 63 characters.

  Default: Blank

- [SMTP Auth. Encryption]

  If you select [Auto Select], the printer logs on using DIGEST MD5, CRAM MD5, NTLM Authentication, LOGIN, and then PLAIN.

  If you select [On], the printer logs on using DIGEST MD5, CRAM MD5, and then NTLM Authentication.

  If you select [Off], the printer logs on using LOGIN and then PLAIN.

  Default: [**Auto Select**]

[POP before SMTP]

By specifying the SMTP authentication setting, you can send e-mails to destinations where the e-mail server carries out SMTP authentication.

By using POP before SMTP, you can log on to an SMTP server supporting POP before SMTP.

You can specify whether to use POP before SMTP, and specify the POP server name, POP port number, POP user name, and POP password.

- [POP before SMTP]

  You can specify whether to enable or disable this function.

  Default: [**Inactive**]

- [POP User Name]

  Enter a user name using up to 127 characters.

  Default: Blank

- [POP Password]

  Enter a password using up to 63 characters.

  Default: Blank

- [Confirm POP Password]

  Enter a password using up to 63 characters.

  Default: Blank

- [POP Auth. Encryption]

  If you select [Auto Select], the printer logs on by APOP login, and then in plain text.

  If you select [On], the printer logs on only by APOP login.

  If you select [Off], the printer logs on only in plain text.

  Default: [**Auto Select**]

- [Timeout setting after POP Auth.]

In standby time following POP authentication (in milliseconds), you can specify how long the printer can wait for logging on to the SMTP server after logging on to the POP server.

Default: [**300 milli-second**]

[POP3/IMAP4]

- [POP Server Name]

  Enter the server name using up to 127 characters.

  Default: Blank

[Email Reception Port]

- [POP3 Reception Port No.]

  Default: [**110**]

Auto Email Notification: Error Notification by Email: Group 1-3

[Groups to Notify]

- [Group Name]

  Enter a group name using up to 19 characters.

  Default: Blank

- [Email Language]

  You can select the language used for e-mail.

  Default: [**English**]

- [Subject]

  Enter a subject using up to 31 characters.

  Default: Blank

- [Message]

  Enter a message using up to 255 characters.

  Default: Blank

[Notify]

- [Notify 1-5]

  Enter up to 19 characters for [Name] and up to 127 characters for [Email Address].

  Default: Blank

[Error Items to Notify]

Select which errors are sent as e-mail notifications.

- [Error: Printer]
- [Out of Ink]

- [Low Ink]
- [Replace Ink Collector Unit]
- [Prepare new Ink Collector Unit]
- [Out of Paper]
- [Paper Misfeed]
- [Paper Size Error]
- [Paper Type Error]
- [Paper Size/Paper Type Error]
- [Cover Open]
- [Unit/Cartridge Not Set]
- [Device cannot be used in this temperature conditions.]

Default: Not selected

Auto Email Notification: Counter Notification: Group

[Groups to Notify]

- [Email Language]

  You can select the language used for e-mail.

  Default: [**English**]

- [Subject]

  Enter a subject using up to 31 characters.

  Default: Blank

[Notify]

- [Notify 1-5]

  Enter up to 19 characters for [Name] and up to 127 characters for [Email Address].

  Default: Blank

[Notification Item]

- [Total Pages Printed]

  Default: Not selected

Auto Email Notification: Detailed Settings for Error Notification

[Error: Printer]

- [Notify when error:]

  Default: [**Occurs**]

- • [Notify within:]

  Default: [**5 minute(s)**]

[Out of Ink]

- • [Notify when error:]

  Default: [**Occurs**]

- • [Notify within:]

  Default: [**5 minute(s)**]

[Low Ink]

- • [Notify when error:]

  Default: [**Occurs**]

- • [Remaining]

  Default: [**10 %**]

[Replace Ink Collector Unit]

- • [Notify when error:]

  Default: [**Occurs**]

- • [Notify within:]

  Default: [**5 minute(s)**]

[Prepare new Ink Collector Unit]

- • [Notify when error:]

  Default: [**Occurs**]

- • [Remaining]

  Default: [**10 %**]

[Out of Paper]

- • [Notify when error:]

  Default: [**Occurs**]

- • [Notify within:]

  Default: [**5 minute(s)**]

[Paper Misfeed]

- • [Notify when error:]

  Default: [**Occurs**]

- • [Notify within:]

  Default: [**5 minute(s)**]

[Paper Size Error]

- [Notify when error:]

  Default: [**Occurs**]

- [Notify within:]

  Default: [**5 minute(s)**]

[Paper Type Error]

- [Notify when error:]

  Default: [**Occurs**]

- [Notify within:]

  Default: [**5 minute(s)**]

[Paper Size/Paper Type Error]

- [Notify when error:]

  Default: [**Occurs**]

- [Notify within:]

  Default: [**5 minute(s)**]

[Cover Open]

- [Notify when error:]

  Default: [**Occurs**]

- [Notify within:]

  Default: [**5 minute(s)**]

[Unit/Cartridge Not Set]

- [Notify when error:]

  Default: [**Occurs**]

- [Notify within:]

  Default: [**5 minute(s)**]

[Device cannot be used in this temperature conditions.]

- [Notify when error:]

  Default: [**Occurs**]

- [Notify within:]

  Default: [**5 minute(s)**]

Auto Email Notification: Counter Notification

[Total Pages Printed]

- [Method to Notify]

  Default: [**Number of Pages**]

- [Interval]

  Default: [**100 Per Page**]

- [Date to Notify]

  Default: [**1**]

About the Web Image Monitor Help

You can view help on the things you can do through Web Image Monitor.

1. **Launch the Web browser.**

2. **In the address bar, enter "http://(machine's IP address or host name)/".**

3. **Click .**

   The Help top page appears.

   If you click on the displayed page, you can view Help for that page.

SNMP

The Ethernet interface includes the Simple Network Management Protocol (SNMP) agent for UDP.

Using the SNMP manager, you can obtain printer data.

The default community name is "public". Using this community name, you can obtain MIB data.

Supporting MIB

SNMPv1/v2c/SNMPv3

- MIB-II
- PrinterMIB
- HostResourceMIB
- RicohPrivateMIB
- PrinterPortMonitorMIB
- IP Forwarding Table MIB

SNMPv3

- SNMPv2-MIB
- SNMP-FRAMEWORK -MIB
- SNMP-MPD-MIB
- SNMP-TARGET-MIB
- SNMP-NOTIFICATION-MIB
- SNMP-USER-BASED-SM-MIB
- SNMP-VIEW-BASED-AMC-MIB
- SNMP-COMMUNITY-MIB

5

6. Using the Machine with a Macintosh

This chapter describes how to use the machine with a Macintosh.

System Requirements for Macintosh

The machine is compatible with Mac OS X 10.5 Leopard and later versions.

The operating environment for the printer driver depends on the application in use.

OS X Server is not supported.

The following hardware can be used:

- Macintoshes that are PowerPC G4 or higher
  - The requirements for the memory and hard disk space depend on the operating system.
  - Other requirements: USB port or network port
- Macintoshes that are Intel Core Duo or higher
  - The requirements for the memory and hard disk space depend on the operating system.
  - Other requirements: USB port or network port

🔽 Note

- You can only use a network printer via a TCP/IP connection. You cannot use AppleTalk.

6

Instructions Applicable to Both Macintosh and Windows Computers

The instructions in the following sections apply to both Windows and Macintosh computers.

Checking the machine status and settings

See page 128 "Using the [List/Test Print] Menu".

Specifying the interface and network settings

See page 149 "Using the [Host Interface] Menu".

Available paper types and paper handling precautions

See page 86 "Paper".

Loading paper into the paper tray

See page 100 "Loading Paper".

Specifying the paper settings

See page 126 "Using the [Paper Input] Menu".

Specifying the machine's settings using a Web browser

See page 162 "Using Web Image Monitor".

Checking the number of printed pages

See page 122 "Using the [Counter] Menu".

Adjusting the print quality

See page 130 "Using the [Maintenance] Menu".

Specifying system settings

See page 145 "Using the [System] Menu".

Selecting the display language

See page 159 "Using the [Language] Menu".

Restricting machine functions

See page 193 "Restricting Machine Functions".

Replacing a print cartridge

See page 194 "Replacing a Print Cartridge".

Replacing an ink collector unit

See page 200 "Replacing an Ink Collector Unit".

Cleaning

See page 205 "Cleaning".

Moving

See page 207 "Moving".

Disposing

See page 209 "Disposing".

When not using for a long period of time

See page 210 "When Not Using for a Long Period of Time".

Printing will not start

See page 220 "Printing Does Not Start".

Paper is not fed or delivered normally

See page 222 "Paper Is Not Fed or Delivered Normally".

Paper jam

See page 224 "Paper Jam".

Print results are not satisfactory

See page 239 "Print Results Are Not Satisfactory".

If the custom size setting exceeds the acceptable range, the image will be printed on the OS-specified default paper size. Check the custom size setting range.

Error & status messages on the display

See page 246 "Error & Status Messages on the Display".

6

Installing the Printer Driver on a Macintosh

This section explains how to install the printer driver on a Macintosh and then register the printer in accordance with the type of connection.

The following procedures are based on Mac OS 10.6.x. The procedures for your machine might differ slightly from those shown if you are using a different version of Mac OS.

⭐ Important

- You cannot install the printer driver while other applications are running. Be sure to close all applications before installing the printer driver.

- To install the printer driver, you must log on as administrator. For details, consult the administrator of the Macintosh in question.

1. Insert the CD-ROM in the CD-ROM drive.

2. Double-click the "product name.pkg" icon in the [RPCS_R] folder that is in the folder of the operating system you are using.

3. Click [Continue] three times.

4. Click [Agree].

5. Click [Install].

   To select where to install the file, click [Change Install Location...].

6. Enter the administrator's user name and password, and then click [OK].

7. Click [Close].

Adding the Printer through a USB Connection via the Print & Fax Preferences Pane

⭐ Important

- Connect the machine to the USB port in advance and turn it on.

1. On the [Apple] menu, click [System Preferences...], and then click the [Print & Fax].

2. From the list of printers, select a printer that is automatically recognized by plug-and-play, and then click [⁻] to delete it.

3. Click [Delete Printer].

   For Mac OS X 10.5.x, click [OK].

4. Click [⁺].

5. Click [Default], and then make sure [Kind] is set to [USB].

6. Select the name of the printer you want to use.

7. **Make sure the product name appears in the [Name] field, and then click [Add].**

   To use an option, select the option in [Installable Options], and then click [Continue].

   The name of the added printer appears in [Print & Fax].

8. **Click [Quit System Preferences].**

Adding the Printer in the Print & Fax Panel Using Bonjour

You can configure the machine to print using Bonjour. You can connect to the machine either by Ethernet or wireless LAN.

⭐ Important

- Before printing, be sure to set [Bonjour] to [Active] using Web Image Monitor.

1. **On the [Apple] menu, click [System Preferences...], and then click the [Print & Fax].**
2. **Click [+].**
3. **Click [Default], and then select the printer. Make sure [Kind] is set to [Bonjour].**
4. **Make sure the product name appears in the [Name] field, and then click [Add].**

   To use an option, select the option in [Installable Options], and then click [Continue].

   The name of the added printer appears in [Print & Fax].

5. **Click [Quit System Preferences].**

Adding the Printer through a Network Connection via the Print & Fax Preferences Pane

⭐ Important

- Connect the machine to the network in advance and turn it on.
- Specify the machine's IP address on its control panel in advance.

1. **On the [Apple] menu, click [System Preferences...], and then click the [Print & Fax].**
2. **Click [+].**
3. **Click [IP].**
4. **From the [Protocol:] menu, select [HP Jetdirect - Socket].**
5. **In the [Address:] field, enter the IP address or the host name of the printer you want to use.**
6. **Select [Select Printer Software...] in the [Print Using:] field.**

   For Mac OS X 10.5.x, select [Select a driver to use...] in the [Printer Using:] field.

6

7. **Select the name of the printer you want to use in the list, click [OK], and then click [Add].**

   For Mac OS X 10.5.x, select the name of the printer you want to use in the list, and then click [Add].

   To use an option, select the option in [Installable Options], and then click [Continue].

   The IP address of the added printer appears in [Print & Fax].

8. **Click [Quit System Preferences].**

6

Printer Properties Pane on a Macintosh

This section describes the printer properties pane and explains how to open it.

The method for opening the printer properties pane on a Macintosh depends on the application in use.

For details, see the application's manual.

The procedure is explained using Mac TextEdit as an example.

Displaying the Page Setup Pane on a Macintosh

1. **From the application's File menu, click [Page Setup...].**

2. **From the [Format for:] menu, select the printer you want to use.**

   If you want to use a printer connected to the network, select the printer according to its IP address.

Displaying the Print Pane on a Macintosh

1. **From the application's File menu, select [Print...].**

2. **From the [Printer:] menu, select the printer you want to use.**

   If you want to use a printer connected to the network, select the printer according to its IP address.

   In the menu displaying the name of application (for example, TextEdit), you can select settings such as [Paper Feed] and [Printer Features].

↓Note

- Depending on the application, the printer driver settings may be automatically changed.

Displaying the Machine Status on a Macintosh

Using the Status Monitor, you can display the amount of ink left and other machine status details on the computer. You can also check any errors that occur in the print job queue window.

The print job queue window opens automatically when you execute a print command. Using the Status Monitor, you can also display the machine status without executing a print command.

To view the machine's status on your computer, bidirectional communication between the machine and computer must be established.

Displaying the [Maintenance Utility] on a Macintosh

1. **On the [Apple] menu, click [System Preferences...], and then click the [Print & Fax].**

2. **Select the printer you want to use, and then click [Open Print Queue...].**

   If you want to use a network printer, select the IP address or the host name of the printer.

3. **Click [Printer Setup], [Utility], [Open Printer Utility], and then click [OK].**

   For Mac OS X 10.5.x, On the toolbar, click [Utility].

   If [Maintenance Utility] is displayed, bidirectional communication is available.

Displaying the Status Monitor on a Macintosh

This section explains how to display the Status Monitor.

1. **Open [Maintenance Utility].**

   See page 186 "Displaying the [Maintenance Utility] on a Macintosh".

2. **Click [Status Monitor].**

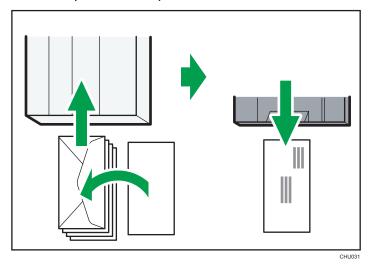## Specifying Option Settings on a Macintosh

1. **On the [Apple] menu, click [System Preferences...], and then click the [Print & Fax].**

2. **Select the printer you want to use, and then click [Options & Supplies...].**

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

4. **Select the option you want to use, and then click [OK].**

Printing with a Macintosh

This section explains how to load paper in the paper tray and print on it.

⭐ **Important**

- You cannot load thick paper or envelopes in Tray 2 or 3.
- Curled paper may jam. Straighten any curls within 2 mm (0.08 inches) before loading.
- Load paper with the print side face down in the Tray 1-3.
- Load paper with the print side face up in the bypass tray.
- Printing on envelopes
    - Before loading envelopes, make sure their edges are sharply creased by rubbing the edges with a pen or similar object.
    - Load envelopes with their flaps closed.

CHU031

- If you print on glossy paper, be sure to remove each sheet as it is delivered to the output ramp.

1. **Load paper into paper tray.**

    How to load paper depends on the paper type. See page 86 "Loadable Paper Sizes and Quantities".

2. **Open the Print pane.**

    See page 185 "Displaying the Print Pane on a Macintosh".

3. **If necessary, select the paper tray from the [Paper Feed] settings.**

4. **Specify the color mode and printing mode from the [Setup] settings.**

    If you select [Inkjet Plain Paper], the machine will print on one side only. To print on both sides, select [Plain].

If necessary, specify other printer settings.

5. **Click [Print].**

↓Note

- The vertical and horizontal resolutions will be the same.

- For details about the number of sheets you can load in the paper tray and that can be stacked on the output ramp, see page 86 "Loadable Paper Sizes and Quantities".

- For precautions on handling paper, see page 94 "Paper Handling Precautions".

- For details about the printable area of a sheet, see page 98 "Printable area".

- When printing on both sides, the page content other than text is printed at lower density.

Canceling Printing on a Macintosh

You can cancel a print job from either the machine or the computer.

Canceling a print job from the machine

You can cancel the print job by pressing the [Job Reset] key.

See page 113 "Canceling Printing Using the [Job Reset] Key".

If the computer has not yet sent the print job to the printer

If you execute the print command, the print job queue window opens and the print job is queued. Using the print job queue window, you can cancel print jobs.

See page 189 "Canceling a Print Job from the Print Job Queue Window".

Canceling a Print Job from the Print Job Queue Window

You can delete a print job before, during, and after its being sent from the computer to the printer.

1. **Check that the print job queue window opens.**

2. **In the print job queue window, select the print job you want to cancel.**

3. **Click [Delete Job] in the [Jobs] menu or [Delete] on the toolbar.**

Opening Help on a Macintosh

Help is useful for learning about what the various settings do and how to specify them.

Displaying the Printer Driver Help from the Print Pane

1. **Display the print pane.**

   page 185 "Printer Properties Pane on a Macintosh"

2. **Click ⑦.**

3. **Point to the Home button, hold down the mouse button until a menu appears, and then select [RICOH RPCS Raster Help].**

Displaying the Printer Driver Help from the Mac Help

1. **Click the Finder icon on the dock.**

2. **From the [Help] menu, select [Mac Help].**

3. **Point to the Home button, hold down the mouse button until a menu appears, and then select [RICOH RPCS Raster Help].**

Software on the CD-ROM for Macintosh

Files for Macintosh

The following is a list of the files on the CD-ROM.

- RPCS raster printer driver for Mac OS X 10.5
- RPCS raster printer driver for Mac OS X 10.6
- Manuals

RPCS Raster Printer Drivers for Macintosh

This section gives the file locations of the different RPCS raster printer drivers and their system requirements.

File Location

The drivers are in the following folders on the supplied CD-ROM.

`Mac OS X 10.5\RPCS_R`

`Mac OS X 10.6 or later\RPCS_R`

System Requirements for the Printer Drivers

- Computer

    PowerPC G4 or higher/Intel-Based Macintosh

- Operating Systems

    Mac OS X 10.5 Leopard or later

- Display Resolution

    Minimum SVGA 800 × 600 pixels

🡇Note

- For details about using the printer driver, see the printer driver Help.

Manuals for Macintosh

This section gives the location of the manuals.

File Location

The manuals are in the following folders on the supplied CD-ROM.

`MANUAL_HTML\LIST`

7. Maintenance

This chapter describes how to maintain and operate the machine.

Restricting Machine Functions

This section explains how to lock keys on the control panel to prevent general users from changing settings and performing certain functions.

By locking certain control panel keys, you can prevent users other than the administrator from doing the following:

- Pressing the [▼/Menu] key to display the menu
- Press the [Job Reset] and [Form Feed] keys at the same time to perform the no-fuss head cleaning
- Pressing the [Job Reset] key to cancel print jobs
- Pressing the [Power] key to turn the machine off

Locking the Keys

Use this procedure to lock the control panel keys.

1. **Simultaneously press and hold down the [▼/Menu], [Escape], and [#Enter] keys for 3 seconds, and then [#Enter] key two times.**

🔽Note

- If you press a locked key, "Panel Locked/Cannot use" appears.
- If an error occurs while the keys are locked, certain keys are automatically unlocked to allow you to clear the error.

Unlocking the Keys

Use this procedure to unlock the control panel keys.

1. **Simultaneously press and hold down the [▼/Menu], [Escape], and [#Enter] keys for 3 seconds, and then [#Enter] key two times.**
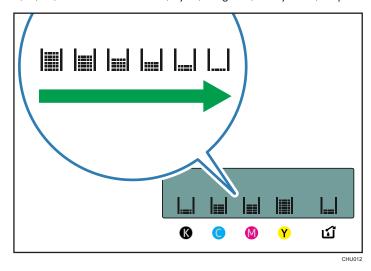
Replacing a Print Cartridge

Checking the Remaining Ink

Follow the procedure below to check when to replace print cartridges using the Status Monitor or the cartridge replacement indicators.

Checking the remaining ink level on the display

You can check the remaining ink level by looking at the icon that appears above the cartridge replacement indicator.

K, C, M, and Y indicate black, cyan, magenta, and yellow, respectively.

CHU012

If the ink will soon run out, the message "Low Ink" appears on the display.

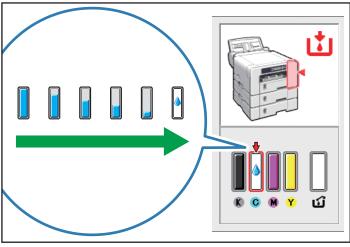Make sure you have a new print cartridge for the color indicated by the ⊔ icon.

If a print cartridge runs out of ink, the message "Open Front Cover / Replace Ink Crtg" appears on the display.

Replace the print cartridge for the color indicated by the | | or |‖| icon.

Checking the remaining ink level on the Status Monitor

The cartridge status can be used to check when to replace the cartridge.

CHU125

1. **Open the [Printer Properties] dialog box.**

   page 107 "Opening the Printer Driver Dialog Box"

2. **Click the [Maintenance] tab.**

3. **Click [Display Status Monitor].**

4. **Check the cartridge status.**

↓Note

- You can specify that the Status Monitor send a notification when the ink will soon run out. To do this, open the printer driver dialog box, click [Status Monitor Settings] on the [Maintenance] tab, and then select the [Notify cartridge replacement] check box.

▤Reference

- Be sure to insert the print cartridges correctly. If you insert them incorrectly, Status Monitor might not be able to detect the amount of ink that is remaining in the cartridges. See page 197 "Handling Print Cartridges".

Replacing a Print Cartridge

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

⚠CAUTION

- Keep ink and ink containers out of reach of children.

⚠ **CAUTION**

- If ink gets into contact with eyes, wash eyes immediately with running water. Consult a doctor if necessary.

⚠ **CAUTION**

- If ink is ingested, induce vomiting by drinking a strong saline solution. Consult a doctor immediately.

⚠ **CAUTION**

- When removing jammed paper or replacing ink, avoid getting ink on your clothing. If ink comes into contact with your clothing, wash the stained area with cold water. Hot water will set the ink into the fabric and make removing the stain impossible.

⚠ **CAUTION**

- When removing jammed paper or replacing ink, avoid getting ink on your skin. If ink comes into contact with your skin, wash the affected area thoroughly with soap and water.

⚠ **CAUTION**

- When removing the print cartridge, avoid putting your hand near the place where the print cartridge is installed. If ink comes in contact with your hands, wash them thoroughly with soap and water.

⭐ **Important**

- When removing the print cartridge, do not touch the inside of the machine.
- Carefully install a cartridge in the correct position.

1. **Take the print cartridge out of the box.**

2. **Open the right front cover.**

CHU034
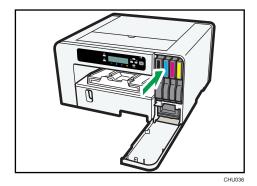
3. **Take out the empty cartridges.**

   While taking out the cartridges, be sure to hold the machine firmly so that it does not move.

   CHU035
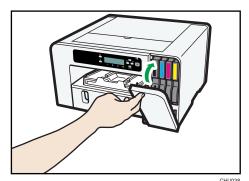
4. **Check the cartridges' orientation, and then install them carefully.**

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

5. **Push each cartridge fully in.**

   CHU036

6. **Close the right front cover.**

   CHU038

Handling Print Cartridges

Important points about handling print cartridges are explained.

⚠ WARNING

- The following explains the warning messages on the plastic bag used in this product's packaging.
    - Keep the polythene materials (bags, gloves, etc.) supplied with this machine away from babies and small children at all times. Suffocation can result if polythene materials are brought into contact with the mouth or nose.

⚠ CAUTION

- Keep ink and ink containers out of reach of children.

⚠ CAUTION

- If ink gets into contact with eyes, wash eyes immediately with running water. Consult a doctor if necessary.

⚠ CAUTION

- If ink is ingested, induce vomiting by drinking a strong saline solution. Consult a doctor immediately.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your clothing. If ink comes into contact with your clothing, wash the stained area with cold water. Hot water will set the ink into the fabric and make removing the stain impossible.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your skin. If ink comes into contact with your skin, wash the affected area thoroughly with soap and water.

⚠ CAUTION

- When removing the print cartridge, avoid putting your hand near the place where the print cartridge is installed. If ink comes in contact with your hands, wash them thoroughly with soap and water.
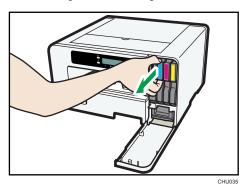
About print cartridges

- Print cartridges comply with the manufacturer's safety specifications. To ensure safety and reliability, use genuine print cartridges.

- When using the machine for the first time, install the print cartridges supplied with the machine.

- Do not reuse the supplied print cartridges.

Using print cartridges

- Print cartridges should be used up before their expiry date, ideally within six months of being removed from their packaging.

- Do not open the package of a print cartridge until the cartridge will be installed in the machine.

- Do not touch the print cartridges' ink inlets or chip contacts.

- 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.

Storing print cartridges

- Store print cartridges at a temperature of between -30 and +43°C (-22 to 109.4 °F).

Ink consumption

- To protect the print head and ensure print quality, the machine performs periodic maintenance and print head cleaning when it is turned on. Both operations consume ink.

- The amount of ink consumed during cleaning depends on the cartridge size.

🔽 Note

- If you intend to use the machine after it has not been used for a long time, see page 210 "When Not Using for a Long Period of Time".

7

Replacing an Ink Collector Unit
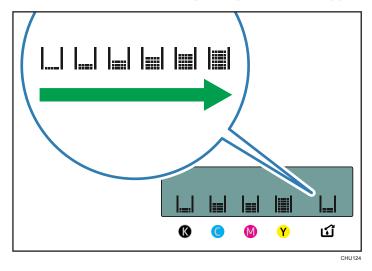
Checking the Waste Ink Level

Follow the procedure below to check when to replace an ink collector unit using the Status Monitor or the waste ink full indicator.

Checking the waste ink level on the display

You can check the waste ink level by looking at the icon that appears above the waste ink full indicator.

CHU124

If the ink collector unit is almost full, the message "Prepare new Ink Collector Unit" appears on the display.

Make sure you have a new ink collector on hand.

If the ink collector unit is full, the message "Ink Collector Unit is full / Replace Ink Collector Unit" appears on the display.
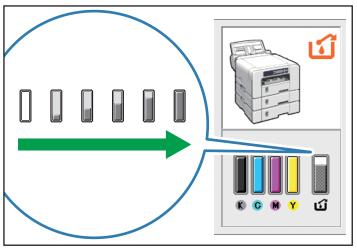
Replace the ink collector unit.

Checking the waste ink level on the Status Monitor

The ink collector unit status can be used to check when to replace the ink collector unit.

CHU126

1. **Open the [Printer Properties] dialog box.**

   page 107 "Opening the Printer Driver Dialog Box"

2. **Click the [Maintenance] tab.**

3. **Click [Display Status Monitor].**

4. **Check the ink collector unit status.**

Replacing an Ink Collector Unit

⚠ WARNING

- The following explains the warning messages on the plastic bag used in this product's packaging.
  - Keep the polythene materials (bags, gloves, etc.) supplied with this machine away from babies and small children at all times. Suffocation can result if polythene materials are brought into contact with the mouth or nose.

⚠ CAUTION

- Keep ink and ink containers out of reach of children.

⚠ CAUTION

- When replacing ink collector unit, avoid getting ink on your clothing. If ink comes into contact with your clothing, wash the stained area with cold water. Hot water will set the ink into the fabric and make removing the stain impossible.

⚠ CAUTION

- If ink gets into contact with eyes, wash eyes immediately with running water. Consult a doctor if necessary.

⚠ CAUTION

- If ink is ingested, induce vomiting by drinking a strong saline solution. Consult a doctor immediately.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your skin. If ink comes into contact with your skin, wash the affected area thoroughly with soap and water.

⚠ CAUTION
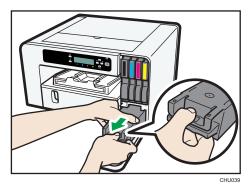
- When removing the ink collector unit, avoid putting your hand near the place where the ink collector unit is installed. If ink comes in contact with your hands, wash them thoroughly with soap and water.

⭐ **Important**

- When removing the ink collector unit, do not touch the inside of the machine.
- Do not use an ink collector unit that has not been used for a long time.
- Do not touch the ink collector unit' chip contacts.
- Take care not to drop the ink collector unit.
- Take care not to drop the ink collector unit when putting it in the supplied plastic bag. The bag might tear, causing ink to spill.
- Make sure the ink collector unit is fully inserted. If it is not, ink will leak inside the machine.

1. **Take the ink collector unit out of the box.**

2. **Open the right front cover.**

CHU034

3. **Wait at least five seconds, and then remove the full ink collector unit from the machine.**

CHU039

While pulling the unit out, keep the unit level and press on the area marked "PUSH".
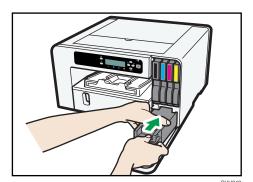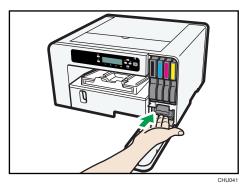
4. **Put the Ink collector unit in the supplied plastic bag.**

CHU047

5. **Insert the new ink collector unit.**

CHU040

6. **Slide the ink collector unit carefully into the machine until you hear it click.**

CHU041

7. **Close the right front cover.**

Cleaning

Clean the outside of the machine regularly to maintain the condition of the machine.

⚠WARNING

- Do not remove any covers or screws other than those explicitly mentioned in this manual. Inside this machine are high voltage components that are an electric shock hazard. Contact your sales or service representative if any of the machine's internal components require maintenance, adjustment, or repair.

- Do not attempt to disassemble or modify this machine. Doing so risks burns and electric shock.

⚠CAUTION

- When performing maintenance on the machine, always disconnect the power cord from the wall outlet.

To clean the exterior of the machine, wipe it with a soft, dry or damp cloth. If the dirt does not come off, wipe the machine 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 machine. Using these chemicals could deform, crack, or change the color of the machine.**

- **When wiping the machine with a cloth moistened with detergent, be sure to wipe only the exterior.**

Cleaning the Power Cable Plug

This section describes precautions for cleaning the power cable plug.

⚠WARNING

- Be sure to disconnect the plug from the wall outlet at least once a year and check for the following:

    - There are burn marks on the plug.

    - The prongs on the plug are deformed.

- If any of the above conditions exist, do not use the plug and consult your dealer or service representative. Use of the plug could result in fire or electric shock.

⚠️WARNING

- Be sure to disconnect the power cord from the wall outlet at least once a year and check for the following:

  - The power cord's inner wires are exposed, broken, etc.

  - The power cord's coating has a crack or dent.

  - When bending the power cord, the power turns off and on.

  - Part of the power cord becomes hot.

  - The power cord is damaged.

- If any of the above conditions exist, do not use the power cord and consult your dealer or service representative. Use of the power cord could result in fire or electric shock.

⚠️CAUTION

- Be sure to disconnect the plug from the wall outlet and clean the prongs and the area around the prongs at least once a year. Allowing dust to build up on the plug constitutes a fire hazard.

7

Moving

The precautions when moving the machine a short distance or long distance are explained.

Moving a Short Distance

Take the following precautions when moving the machine a short distance - for instance, when attaching an optional paper tray or relocating the machine inside the same room.

⚠ CAUTION

- SG 7100DN weighs around 15 kg (33 lb).

- Grip the center area at the base of the machine's sides. Lift it slowly and do not strain your body.

- When moving the machine, remove the option. Careless handling and over exertion when lifting can result in breakage and/or injury.

⚠ CAUTION

- Unplug the power cord from the wall outlet before you move the machine. While moving the machine, take care that the power cord is not damaged under the machine. Failing to take these precautions could result in fire or electric shock.

⚠ CAUTION

- When disconnecting the power cord from the wall outlet, always pull the plug, not the cord. Pulling the cord can damage the power cord. Use of damaged power cords could result in fire or electric shock.

⭐ Important

- Be sure to keep the machine level. If it is unduly tilted, ink will leak from the ink collector.

1. Press and hold down the [Power] key until it turns off, and then unplug the power cord.

2. Disconnect the USB cable or Ethernet cable.

3. If options are installed, remove it.

   See page 26 "Attaching and Detaching Units and Options".

7

4. **Lift the machine and move it to the place where you want to install it.**

CHU049

Grip the indented area at the base of the machine's sides, as shown. Lift and carry the machine slowly and carefully.

⬇ **Note**

- When you move the machine, unplug the power cord from the machine, too.

- Make sure the power cord is not trapped under the machine.

Moving a Long Distance

To transport the machine, put it in the box it came in. Do the same for any options.

For details, contact your sales or service representative.

⭐ **Important**

- **Do not remove the print cartridges.**

- **Remove the paper.**

⬇ **Note**

- The inside of the machine may become dirty if the machine is not level when transported.

- When you move the machine, also unplug the power cord from the machine.

Disposing

To dispose of this machine, consult with an authorized dealer.

When disposing of the machine by yourself, be sure to comply with local disposal regulations.

7

When Not Using for a Long Period of Time

If the machine will not be used for a long time, turn its power off, disconnect the USB cable, and then unplug it from the wall outlet. It is recommended to print at least once a month, because the machine consumes a considerable amount of ink for periodic maintenance and print head cleaning when turned on after a long period of inactivity.

⚠ CAUTION

- If this machine is not going to be used for several days or longer at a time, disconnect its power cord from the wall outlet.

⚠ CAUTION

- When disconnecting the power cord from the wall outlet, always pull the plug, not the cord. Pulling the cord can damage the power cord. Use of damaged power cords could result in fire or electric shock.

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 machine on for a few minutes once every 20-25 days.

- If you do not use the machine for a long period of time, always check if the nozzles are clogged by printing a nozzle check test pattern. See page 131 "Nozzle Check". Clean the print heads as necessary, and then begin printing. See page 132 "Head-cleaning".

- If you try to use the machine after it has been out of use for a long time, it may not print properly even if head cleaning is carried out several times. If this is the case, carry out head flushing. See page 134 "Head-flushing". If the print heads are still clogged, leave the machine for about ten minutes, and then print the nozzle check pattern. If the problem persists, turn the machine off and leave it for at least eight hours. This should unclog the print heads.

🔽 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.

8. Troubleshooting

This chapter describes troubleshooting procedures that are applicable to all functions of this machine and what to do when paper misfeed (become jammed inside the machine).

Software Cannot Be Installed

This section explains how to troubleshoot software installation problems under different environments.

Confirming Installation

Check whether the software has been installed.

Checking icons

If the printer driver is properly installed, the machine icon appears in the [Devices and Printers] window.

- Windows Vista, Server 2008

  The machine icon appears in the [Printer] window.

- Windows XP, Windows Server 2003/2003 R2

  The machine icon appears in the [Printers and faxes] window.

If the User Guide has been installed, its icon appears in [Product Name] in [All Programs] in the Start menu.

If the icon does not appear, the software has not been installed. Try installing the software again. See page 50 "Confirming the Connection Method".

Checking ports

In the [Printer Properties] dialog box, check that USB connection or network printer is selected for the port. To check the connection, perform a test print. If the test print is not printed, see page 215 "If Test Print Fails".

Checking Your Computer Environment

Check the system requirements for installing the software.

Quick Install for USB

The CD-ROM may not be inserted properly.

Check that the CD-ROM is inserted properly. Check also that it is not damaged and the CD-ROM drive is working properly.

The power cord or USB cable may not be properly connected.

Check that the power cord and USB cable are properly connected and not damaged.

The operating system is incompatible.
There is insufficient hard disk space.

Check that the computer's operating system is fully compatible with this machine. See page 36 "Checking the Computer and Installation Area".

Other applications are not closed.

When installing software, quit all other applications. Installation may be disrupted if other applications are open. Also, quit any anti-virus applications that are running.

The machine is turned on before installation.

Turn the machine off and then on, and then try "Quick Install for USB" again.

The USB connection does not work.

Turn the machine off, unplug the USB cable from the machine, launch "Quick Install for USB" again, and then turn the machine on when the dialog box confirming printer driver installation appears. If this does not resolve the problem, press the [▼/Menu] key, change [USB Setting] in [Host Interface] from [Auto] to [Full Speed], uninstall the printer driver, delete the device, and then launch "Quick Install for USB" again.

Windows made USB settings automatically.

Open Windows' Device Manager, and then, under [Universal Serial Bus controllers], remove any conflicting devices. Conflicting devices will be indicated by a yellow [!] or [?] icon. Take care not to accidentally remove required devices. For details, see page 217 "Deleting Devices".

An error occurs during the installation because the machine is recognized as an unidentified device.

Follow the troubleshooting procedure described under in "The USB connection does not work" or "Windows made USB settings automatically" section.

Quick Install for Network

The CD-ROM may not be inserted properly.

Check that the CD-ROM is inserted properly. Check also that it is not damaged and the CD-ROM drive is working properly.

The power cord or Ethernet cable may not be properly connected.

Check that the power cord and Ethernet cable are properly connected and not damaged.

The operating system is incompatible.

There is insufficient hard disk space.

Check that the computer's operating system is fully compatible with this machine. See page 36 "Checking the Computer and Installation Area".

Other applications are not closed.

When installing software, quit all other applications. Installation may be disrupted if other applications are open. Also, quit any anti-virus applications that are running.

The machine's IP address has not been specified.
The computer and printer are not on the same network segment.

If the printer cannot be found and only "Printer Port" appears in the [Printer Selection] dialog box, either the machine's IP address is not specified or the computer and printer are not on the same network segment. Before installing the software, check the machine's IP address and the network environment. Alternatively, select "Printer Port" in the dialog box, and then install the printer driver.

Printer Driver Cannot Be Installed

This section explains how to troubleshoot printer driver installation problems.

The printer driver installer does not start.
An error occurs during installation.

- If the screen does not appear even when you double-click the [SETUP.EXE] icon, or if an error occurs during installation, access the CD-ROM drive from [Computer (or My Computer)] or [Explorer]. Double-click the [RP_SETUPXX.EXE] icon, and then install the printer driver by following the instructions that appear on the screen.

- An error occurs if the path to the location of the stored data is too long. To install a printer driver downloaded from a Web site or copied from a CD-ROM, save the printer driver directly on the hard disk, and then install it.

- Add the printer without using the installer.

  On the [Start] menu, click [Devices and Printers], click [Add a printer], and then install the printer driver according to the displayed instructions.

  - Windows Vista, Windows Server 2008

    Click [Control Panel], [Hardware and Sound], [Printers], and then click [Add a printer].

  - Windows XP, Windows Server 2003/2003 R2

    Click [Printers and Faxes], and then click [Add a printer].

  For details about adding printers, see the Windows Help.

8

USB Connection is not Automatically Detected

If the USB connection is not automatically detected, do the following procedure:

1. **Delete the printer driver.**

   See page 216 "Uninstalling the Printer Driver".

2. **Delete the device.**

   See page 217 "Deleting Devices".

3. **Run [Quick Install for USB] again.**

   See page 53 "Quick Install for USB".

If these steps do not resolve the problem, contact your sales or service representative.

8

If Test Print Fails

This section explains how to troubleshoot Test Print problems.

▌ The power cord or USB cable or Ethernet cable is not properly connected.

Check that the power cord and USB cable, Ethernet cable are properly connected.

▌ The port connection is not properly set.

1. On the [Start] menu, click [Devices and Printers].

   - Windows Vista, Windows Server 2008

     Click [Control Panel], and then click [Printers] in [Hardware and Sound].

   - Windows XP

     Click [Printers and Faxes].

   - Windows Server 2003/2003 R2

     Point to [Settings], and then click [Printers and Faxes].

2. Right-click the machine icon, and then click [Printer properties].

   - Windows XP/Vista, Windows Server 2003/2003 R2/2008

     Click [Properties].

3. Click the [Ports] tab, and then check the printer port.

   Select USB or network printer in the list when the selected port connection is something other than USB or network printer.

To connect via USB when USB does not appear in the list, you must re-install the printer driver. See page 214 "USB Connection is not Automatically Detected".

▌ Ink feed is incomplete.

Ink begins automatically feeding into the print heads when the power of the machine is first turned on or when a cartridge is replaced.

Wait until ink feed is complete at which point the [Power] key stops blinking and remains lit.

▌ A printer error has occurred.

Check the error message on the display, resolve the problem, and then perform the test print again.

If you cannot resolve the problem, contact sales or service representative.

🔖 **Reference**

- If the Status Monitor displays an error message, see page 253 "Status Monitor Errors".

8

Uninstalling

If software was installed incorrectly or incompletely, uninstall and then re-install it.

⭐ **Important**

- Before uninstalling software or deleting devices, turn off any other printers connected to your computer via USB, or disconnect the USB cable to the printers.

⬇ **Note**

- Screens vary according to the operating environment.

- To re-install the software, restart Windows.

📄 **Reference**

- When re-installing the software, see page 50 "Confirming the Connection Method".

Uninstalling the Printer Driver

⭐ **Important**

- The Status Monitor installed with the current printer driver is uninstalled when the current printer driver is uninstalled.

1. **Press and hold down the [Power] key for one second.**

2. **On the [Start] menu, click [Devices and Printers].**

   For Windows Vista or Windows Server 2008, click [Control Panel], and then click [Printers] in [Hardware and Sound].

   For Windows XP, click [Printers and Faxes].

   Windows Server 2003/2003 R2, point to [Settings], and then click [Printers and Faxes].

3. **Right-click the machine icon, and then click [Remove device].**

   For Windows XP/Vista or Windows Server 2003/2003 R2/2008, right-click the machine icon, and then click [Delete].

4. **Click [Yes].**

   The printer driver is uninstalled.

5. **Select an arbitrary printer, and then click [Print server properties].**

   For Windows XP/Vista or Windows Server 2003/2003 R2/2008, click [Server Properties] on the [File] menu.

6. **Click the [Drivers] tab.**

7. **In the [Installed printer drivers:] list, select [Printer Name], and then click [Remove].**

   For Windows XP/Vista or Windows Server 2003/2003 R2/2008, go to Step 9.

8. **Click [Remove driver and driver package], and then click [OK].**

9. **Click [Yes].**

   For Windows XP/Vista or Windows Server 2003/2003 R2/2008, go to Step 12.

10. **Click [Delete].**

11. **Click [OK].**

12. **Click [Close].**

    For Windows 7 or Windows Server 2008 R2, go to Step 21.

    For Windows Vista, go to Step 18.

13. **On the [Tools] menu, click [Folder Options...].**

14. **Click the [View] tab.**

15. **In the [Advanced Settings:] box, click [Show hidden files and folders], and then deselect the [Hide extension for known file types] check box.**

16. **Click [OK].**

17. **On the [Start] menu, click [Search].**

18. **Click [All files and folders], and then enter the INF file name of the model (e.g., gelsprinter SG 3110DN) in the [All or part of the file name:] field.**

    For Windows Vista, select [Other] in [Show only], and then enter the INF file name of the model in the [Search] field.

19. **In the [Look in:] box, select the hard disk on which Windows is installed, and then click [Search].**

20. **Right-click the file displayed as the search result, and then click [Delete].**

    The INF file is uninstalled.

21. **Click [Yes].**

22. **Restart Windows.**

↓Note

- To update the printer driver, download the latest driver from the manufacturer's Web site.

Deleting Devices

If Windows automatically establishes a USB connection because of an unauthorized device, you can delete the device and any others like it. Be sure not to delete necessary devices. If USB connection is established normally, you do not need to perform this procedure.

1. **Turn the machine on.**

2. **On the [Start] menu, click [Control Panel].**

   For Windows Server 2003/2003 R2, point to [Settings], click [Control Panel], and then go to Step 4.

3. **Click [System and Security].**

   For Windows XP or Windows Server 2003/2003 R2, click [Performance and Maintenance].

   For Windows Vista or Windows Server 2008, click [Hardware and Sound].

4. **Click [Device Manager] in [System].**

   For Windows XP or Windows Server 2003/2003 R2, click [System], and then click [Device Manager] on the [Hardware] tab.

   For Windows Vista or Windows Server 2008, click [Device Manager].

5. **Click [USB Printing Support] or [Product Name].**

6. **Click [Action], and then click [Uninstall].**

7. **Click [OK].**

8. **Click [Close].**

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. **Press and hold down the [Power] key for one second.**

2. **On the [Start] menu, point to [All Programs].**

   For Windows Server 2003/2003 R2, point to [Programs].

3. **Point to the installed [Product name], and then click [Uninstall User Guide].**

4. **Follow the instructions that appear to remove the User Guide.**

Removing the user guide using [Add/Remove Programs]

1. **Press and hold down the [Power] key for one second.**

2. **On the [Start] menu, click [Control Panel].**

   For Windows Server 2003/2003 R2, point to [Settings], and then click [Control Panel].

3. **Click [Uninstall a program] in [Programs].**

   For Windows XP or Windows Server 2003/2003 R2, click [Add or Remove Programs].

4. **Select the installed [Product name User Guide], and then click [Uninstall].**

   For Windows XP or Windows Server 2003/2003 R2/2008 click [Change/Remove].

   For Windows Vista, click [Uninstall/Change], and then click [Continue].

5. Follow the instructions that appear to remove the User Guide.

8

Printing Does Not Start

If printing fails, check the following:

Check the machine's power.

- The [Power] key is not lit.

  Turn the machine on.

  See page 33 "Turning On/Off the Power".

- The power indicator does not light up or blink despite the [Power] key being pressed.

  Check whether the power cord is plugged into the receptacle properly.

  Plug another appliance that works into the receptacle to determine whether the receptacle is all right.

If the problem persists, unplug the power cord and contact your sales or service representative.

Check the error message.

- If the error message appears on the display

  See page 246 "Error & Status Messages on the Display".

- If the error message appears on the Status Monitor

  Click [User Guide] on the Status Monitor.

  See page 253 "Status Monitor Errors".

Check the name associated with the printer's icon.

If you share the printer, make sure the name associated with the printer's icon does not exceed 32 characters.

Check the printer driver setting.

On the [Detailed Settings] tab, select [Print Quality], and then select the [Change Data Processing] check box.

Checking the Version of the Printer Driver

If it is not the latest version, update the driver.

- Checking the version of the printer driver on a Windows

  1. Open the [Printer Properties] dialog box from the application.

     See page 107 "Opening the [Printing Preferences] Dialog Box".

  2. On the [Configuration/About] tab, click [About].

  3. Check the version.

- Checking the version of the printer driver on a Macintosh

  1. On the [Apple] menu, click [System Preferences...],

2. Click the [Print & Fax].

3. Select the printer you want to use from the printer list, and then click [Option and Supply].

4. On the [General] tab, check the displayed version number.

• Use the Internet to find the latest version of the driver.

See manufacturer's Web site for the latest driver.

• Update the printer driver.

If you are using Windows, install the downloaded driver and check [Update the current printer driver] in the dialog box that allows you to select what to install.

If you are using a Macintosh, uninstall the current printer driver before installing the new one.

Paper Is Not Fed or Delivered Normally

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

▍Paper does not feed smoothly.

- Paper guides are not adjusted correctly.

  The paper guides of the paper tray do not match the paper loaded. Adjust the paper guides and load the paper again.

  See page 100 "Loading Paper".

- Paper is not loaded correctly.

  The paper is not loaded correctly. Load the paper correctly.

  See page 100 "Loading Paper".

- Paper is curled.

  Remove the loaded paper and check if it is curled. If it is, straighten the curl within 2 mm (0.08 inches).

- Paper that is not compatible is loaded.

  Remove the loaded paper and replace it with compatible paper.

  See page 97 "Non-compatible paper".

▍Paper jams multiple times.

- 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.

- Paper is still jammed in the machine.

  Pull the paper tray out, and then open the output ramp to check for jammed paper.

▍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.

A double-feed may occur when using the bypass tray to print on paper that has a rough surface or that is friction prone.

If a double-feed occurs several times, use Trays 1, 2, or 3 to print.

See page 94 "Paper Handling Precautions", page 100 "Loading Paper".

▍The paper does not feed even after a paper jam has been cleared.

When a paper jam occurs, clear the paper jam, and then press the [Form Feed] key.

See page 225 "Using the [Form Feed] Key to Remove Jammed Paper".

Tray 2/3 cannot be selected.

The printer driver cannot detect the tray2/3.

Open the [Printer Properties] dialog box. In [Tray2/3] on the [Accessories] tab in the [Printer Properties] dialog box, check whether Tray 2/3 is shown as being attached.

See page 109 "Specifying Settings on [Accessories] Tab".

The bypass tray cannot be selected.

The printer driver cannot detect the bypass tray.

Open the [Printer Properties] dialog box. In [Bypass Tray] on the [Accessories] tab in the [Printer Properties] dialog box, check whether the bypass tray is shown as being attached.

See page 109 "Specifying Settings on [Accessories] Tab".

Paper is jammed in the duplex unit.

The duplex unit is correctly locked into position, but not locked.

Attach the duplex unit correctly.

See page 260 "Duplex Unit Not Detected".

↓Note

- If an error is displayed on the Status Monitor, follow the instructions to resolve the problem. See page 253 "Status Monitor Errors".

Paper Jam

This explains how to remove a paper jam.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your clothing. If ink comes into contact with your clothing, wash the stained area with cold water. Hot water will set the ink into the fabric and make removing the stain impossible.

⚠ CAUTION

- When removing jammed paper or replacing ink, avoid getting ink on your skin. If ink comes into contact with your skin, wash the affected area thoroughly with soap and water.

⚠ CAUTION

- When removing jammed paper, make sure not to trap or injure your fingers.

If a paper jam error message appears on the display or the Status Monitor, remove the paper according to the message.

⭐**Important**

- Before installing or removing options, always disconnect the power cord plugs from the wall outlet.
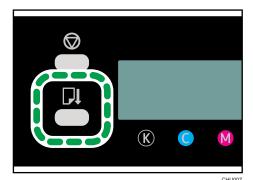
📑**Reference**

- See page 225 "Using the [Form Feed] Key to Remove Jammed Paper".
- See page 226 "Removing Paper Jammed in Tray 1".
- See page 227 "Paper Jam in Tray 2/3".
- See page 228 "Removing Paper Jammed in the Multi Bypass Tray".
- See page 229 "Removing Paper Jammed under the Top Cover".
- See page 231 "Paper Jam in the Duplex Unit".
- See page 231 "Paper Jam in the Duplex Unit and Tray 2/3".
- See page 232 "Opening the Rear Cover to Remove Jammed Paper".
- See page 233 "Removing Paper Jammed in Tray 2/3".
- See page 235 "Opening the Rear Unit Cover to Remove Jammed Paper (SG 3110DN/SG 3110DNw)".
- See page 236 "Opening the Duplex Unit Cover to Remove Jammed Paper".
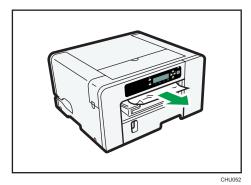- See page 237 "Removing Paper Jammed in the Duplex Unit".

Using the [Form Feed] Key to Remove Jammed Paper

1. **Press the [Form Feed] key.**

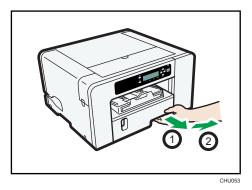CHU007

2. **Remove the jammed paper.**

CHU052

Printing starts.

Note

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

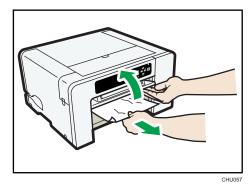- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

8

Removing Paper Jammed in Tray 1

1. **Hold the grip on Tray 1, lift the tray slightly ($①$), and then pull it out ($②$).**

CHU053
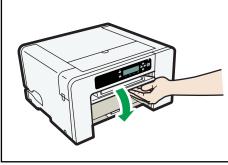
Pull the tray completely out. Take care not to drop it.

2. **Open the output ramp, and then remove the jammed paper.**

CHU057
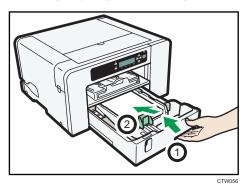
If you cannot remove the jammed paper or it is difficult to remove, the paper may be jammed inside the machine. Examine the paper carefully and remove.

3. **Close the output ramp.**

CHU056

4. **Push Tray 1 gently in until it stops.**

CTW056

Before pushing the paper tray in, make sure the output ramp is closed.

Printing starts.

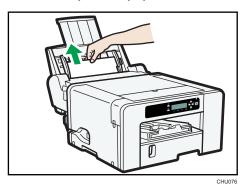Blank paper may be delivered after printing resumes.

⬇️**Note**

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

Paper Jam in Tray 2/3

1. **Remove the paper jammed in Tray 2/3.**

   See page 233 "Removing Paper Jammed in Tray 2/3".

2. **Open the rear unit cover and remove the jammed paper.**
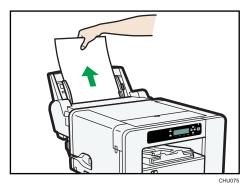
   See page 235 "Opening the Rear Unit Cover to Remove Jammed Paper (SG 3110DN/SG 3110DNw)".

⬇️**Note**

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

8

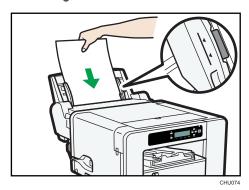## Removing Paper Jammed in the Multi Bypass Tray

1. **Remove any paper in the bypass tray.**

CHU075

2. **Remove the jammed paper.**

CHU076

3. **Load paper in the bypass tray with the side to be printed on facing up and without exceeding the sheet limit.**
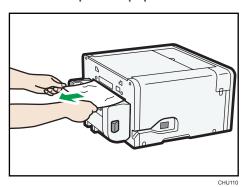

CHU074

4. **Press the [Form Feed] key.**

   Printing starts.

   Blank paper may be delivered after printing resumes.

If it is difficult to remove the jammed paper, detach the multi bypass tray so that the paper can be removed.

1. **Detach the multi bypass tray.**

   See page 30 "Attaching and Detaching the Multi Bypass Tray".

2. **Remove the jammed paper from the rear of the machine.**

   CHU110

3. **Reattach the multi bypass tray.**

   See page 30 "Attaching and Detaching the Multi Bypass Tray".

4. **Load paper in the bypass tray with the side to be printed on facing up and without exceeding the sheet limit.**
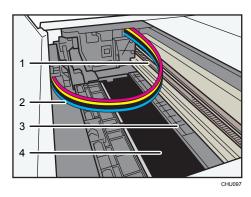
⬇ **Note**

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".
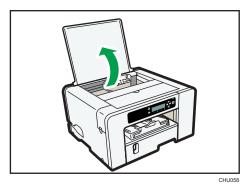
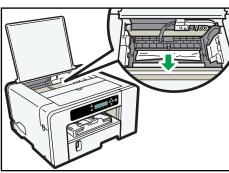## Removing Paper Jammed under the Top Cover

⭐ **Important**

- Do not touch the feed belt, ink tubes, paper pressing board, or toothed rubber belt. Also, take care not to catch cables or ink tubes with your sleeves.

8

CHU097

1. **Toothed rubber belt**

2. **Ink tubes**

3. **Paper pressing board**

4. **Feed belt**

1. **Open the top cover.**

CHU058

2. **Press the [Form Feed] key.**

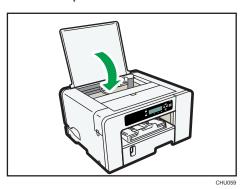3. **Remove the jammed paper through the top cover opening.**

CHU060

When removing the paper, slowly pull it obliquely upward. Pulling it forcibly or directly upward may cause some parts to come off.

If the print head has stopped halfway, move it to either end.

4. **Close the top cover.**

CHU059

Printing starts.

Blank paper may be delivered after printing resumes.

5. **Print the nozzle check test pattern to make sure the print head's nozzles are not clogged.**

See page 131 "Nozzle Check".

↓Note

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

Paper Jam in the Duplex Unit

1. **Open the duplex unit cover and remove the jammed paper.**

See page 236 "Opening the Duplex Unit Cover to Remove Jammed Paper".

2. **Detach the duplex unit and remove the jammed paper.**

See page 237 "Removing Paper Jammed in the Duplex Unit".

↓Note

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

Paper Jam in the Duplex Unit and Tray 2/3

1. **Detach the duplex unit and remove the jammed paper.**

See page 236 "Opening the Duplex Unit Cover to Remove Jammed Paper".

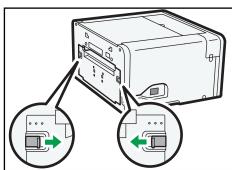2. **Open the rear unit cover and remove the jammed paper.**

   See page 235 "Opening the Rear Unit Cover to Remove Jammed Paper (SG 3110DN/SG 3110DNw)".

   🔽 **Note**

   • Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

   • If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

Opening the Rear Cover to Remove Jammed Paper

1. **Slide the tabs on the sides to unlock, and then open the rear cover.**

CHU088

2. **Remove the jammed paper.**

CHU089

3. **Close the rear cover.**

CHU090

Make sure to return the tabs to their original positions.

Printing starts.

Blank paper may be delivered after printing resumes.

Note

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

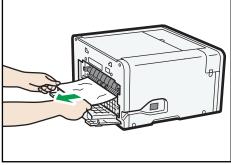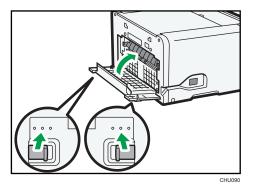- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

Removing Paper Jammed in Tray 2/3

1. **Hold the grip on Tray 2/3, lift the tray slightly ($\textcircled{1}$), and then pull it out ($\textcircled{2}$).**

CHU077
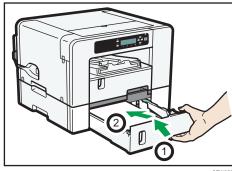
Pull the tray completely out. Take care not to drop it.

2. **Remove the jammed paper.**

CTW058

3. **Push Tray 2/3 gently in until it stops.**
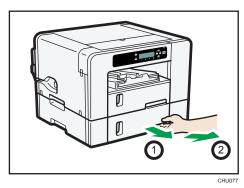

CTW059

Printing starts.

Blank paper may be delivered after printing resumes.

🔽**Note**

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".
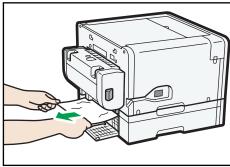
Opening the Rear Unit Cover to Remove Jammed Paper (SG 3110DN/SG 3110DNw)

1. **Slide the tabs on the sides to unlock, and then open the rear unit cover.**

CHU085

2. **Remove the jammed paper.**

CHU086

3. **Close the rear unit cover.**

CHU087

Make sure to return the tabs to their original positions.

Printing starts.

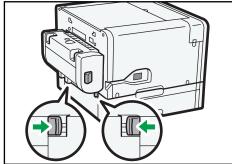Blank paper may be delivered after printing resumes.

8

⬇Note

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".
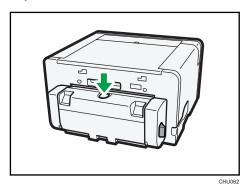
- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".
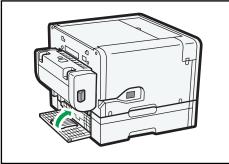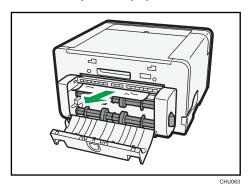
Opening the Duplex Unit Cover to Remove Jammed Paper
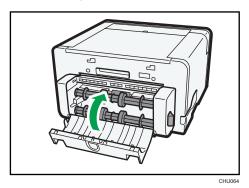
⭐Important

- If the multi bypass tray is attached to the machine, turn the machine off and detach the multi bypass tray. See page 30 "Attaching and Detaching the Multi Bypass Tray".

1. **Press the duplex unit cover button at the center of the bypass tray, and then open the duplex unit cover.**

CHU062

2. **Remove the jammed paper.**

CHU063

3. **Close the duplex unit cover.**
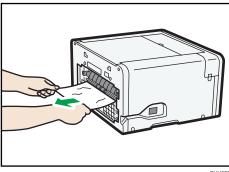
CHU064

Printing starts.

Blank paper may be delivered after printing resumes.

↓Note

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

Removing Paper Jammed in the Duplex Unit

1. **Detach the duplex unit.**

See page 28 "Attaching and Detaching the Duplex Unit".

2. **Remove the jammed paper from the rear of the machine.**

CHU082

3. **Reattach the duplex unit.**

See page 28 "Attaching and Detaching the Duplex Unit".

↓Note

- Unless the duplex unit is attached correctly, paper jams may occur.

- Continue to remove the jammed paper according to subsequent error messages until the messages no longer appear. See page 224 "Paper Jam".

- If paper jams occur repeatedly, see page 222 "Paper Is Not Fed or Delivered Normally".

8

Print Results Are Not Satisfactory

If print quality is poor, check the machine and printer driver settings for problems. If no problems are apparent, check the print cartridge or other consumables. For details about handling paper, see page 86 "Paper". For details about handling the print cartridges, see page 197 "Handling Print Cartridges".

⬇ Note

- If problems persist even after configuration checks indicate correct values, contact your sales or service representative.

Prints are Unsatisfactory

This section explains how to troubleshoot the machine when printing is uneven (due to the wrong amount of ink being used) or when prints are smudged, smeared, or blotchy.

Have you printed the nozzle check test pattern?

Print the nozzle check test pattern to check whether the print head nozzles are all ejecting ink properly, and, if necessary, carry out head cleaning or head-flushing.

1. Execute Nozzle Check to determine the number of the clogged print head.
2. Perform Head Cleaning for the clogged print head.
3. Execute Nozzle Check to determine whether the problem has been eliminated.
4. If the problem persists, do not use the machine for 5 to 10 minutes.

   By doing this, minute bubbles in the print head nozzle may disappear as the air in them dissolves into the ink, resulting in unclogging.
5. Execute Nozzle Check to determine whether the problem has been eliminated.

If the problem persists, repeat Steps 1 to 5 a few more times.

Also letting the machine stand idle after repeating the procedure may help eliminate the clogging.

If the problem persists, perform Steps 1 to 5 again, but instead of performing "Head-cleaning" in Step 2, perform "Head-flushing".

Head Flushing, which cleans the print head more thoroughly than Head Cleaning, consumes a lot of ink.

If the problem returns soon after it has been eliminated, set [Recycl.Ppr.Mode] in the [System] menu to [On].

See page 131 "Nozzle Check", page 132 "Head-cleaning" and page 134 "Head-flushing".

Has the machine 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.

8

See page 131 "Nozzle Check", page 132 "Head-cleaning".

Have the print heads been aligned?

Blurred or double lines indicate the print heads are incorrectly positioned. Resolve this by selecting [Head Position]. If the problem persists, print the nozzle check test pattern and clean the print heads as necessary.

See page 135 "Head Position", page 131 "Nozzle Check" and page 132 "Head-cleaning".

Is there a problem with the machine's location?

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

See page 36 "Checking the Computer and Installation Area".

Have you performed registration?

Perform registration if the print start point indicates misalignment.

After attaching the paper feed unit, and the bypass tray, you must register where to start printing on paper loaded in each paper tray.

See page 140 "Registration".

Have you changed the paper feed setting?

If horizontal lines are printed unaligned, print images are patchy, or black or white streaks are printed at regular intervals, print a test pattern, and then adjust the paper feed setting.

See page 138 "Adj.Paper Feed".

Does the paper type setting match?

Make sure that the paper type setting of the printer driver matches the type of paper loaded.

See page 126 "Using the [Paper Input] Menu".

Are you printing on the wrong side of the paper?

Check which side should be printed on when using glossy paper. If you print on the wrong side, the quality of the printing may be lower and the inside of the machine may get dirty.

See page 94 "Paper Handling Precautions", page 86 "Loadable Paper Sizes and Quantities".

Is the paper being used too thick or thin?

Check if the paper is compatible. The print heads will rub against paper that is too thick or thin, and this will cause smearing.

See page 86 "Loadable Paper Sizes and Quantities".

Have you touched the printed side of paper?

Avoid touching the printed side of paper. Particularly, avoid touching glossy paper that have just been printed because these require longer than normal to dry. Remove them one at a time from the output ramp without touching the printed side, and then let them dry fully.

See page 94 "Paper Handling Precautions".

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 page 86 "Loadable Paper Sizes and Quantities".

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.

Colors Do Not Match the Displayed Image

If there are differences between colors of the print results and the displayed image, refer to the following questions:

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.

For details about the color matching function, see the printer driver Help.

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 page 131 "Nozzle Check", page 132 "Head-cleaning".

Was printing done in black and white?

Check the color setting of the application and the color print setting of the printer driver.

See page 107 "Opening the Printer Driver Dialog Box".

Have the print quality settings been made?

In the [Select Print Quality:], select [Quality Priority], or [Speed Priority], and then print.

See page 107 "Opening the Printer Driver Dialog Box".

Does the paper type setting match?

Make sure that the paper type setting of the printer driver matches the type of paper loaded.

See page 107 "Opening the Printer Driver Dialog Box", page 126 "Using the [Paper Input] Menu".

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▍**Have you tried printing with glossy paper?**

Try printing with glossy paper. The print results should be clearer.

Positions Do Not Match the Displayed Image

If the position of printed items differs from the position of displayed items, refer to the following questions:

▍**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 [Print On:] list of the [Printer Properties] dialog box matches the size of the paper loaded.

▍**Have the print heads been aligned?**

When bidirectional printing is performed, select [Head Position] to align the print heads. If the problem persists, print the nozzle check test pattern and clean the print heads as necessary.

See page 135 "Head Position", page 131 "Nozzle Check" and page 132 "Head-cleaning".

▍**Have you changed Printable area?**

The problem may be solved by changing [Printable Area:] in the [Printer Properties] dialog box. On the [Detailed Settings] tab, set [Printable Area:] to [Maximum].

▍**Have you changed Print Quality?**

In [Print Quality] on the [Accessories] tab, select the [Uni-directional print only] check box. Note, however, that this will slow printing down.

▍**Is Image Position set correctly?**

On the [Detailed Settings] tab, select [Edit], and then click [Set Image Position...]. When the [Set Image Position] dialog box is displayed, specify [Adjust Image Position] correctly.

Other Problems

You may eliminate certain problems by changing the printer driver settings as described below:

▍**Cannot print certain data properly when using a certain application, or cannot print image data properly.**

- In the [Select Print Quality:], select [Quality Priority], and then print.
- On the [Detailed Settings] tab, select [Print Quality], and then select [Photographic], [Text], or [Thin lines] in [Dithering:].

- On the [Detailed Settings] tab, select [Driver Options], and then select the [Spool Data in EMF Format] check box.
- On the [Detailed Settings] tab, select [Print Quality], and then clear the [Adjust Photographs] and [Smooth Low Resolution Images] check boxes.
- On the [Detailed Settings] tab, select [Print Quality], and then select the [Change Data Processing] check box.
- On the [Detailed Settings] tab, select [Print Quality], and then select [Dark] or [Light] in [Density for Plain Paper Printing:].
- On the [Detailed Settings] tab, select [Print Quality], and then specify [Gray Reproduction:] correctly.

See page 107 "Opening the Printer Driver Dialog Box".

Some characters are garbled or missing.

- On the [Detailed Settings] tab, select [Driver Options], and then select the [Spool Data in EMF Format] check box.
- On the [Detailed Settings] tab, select [Print Quality], and then select the [Change Data Processing] check box.

See page 107 "Opening the Printer Driver Dialog Box".

Some characters are printed faintly or not printed.

- In the [Select Print Quality:], select [Quality Priority], and then print.
- On the [Detailed Settings] tab, select [Print Quality], and then select [Photographic], [Text], or [Thin lines] in [Dithering:].
- On the [Detailed Settings] tab, select [Driver Options], and then select the [Spool Data in EMF Format] check box.
- On the [Detailed Settings] tab, select [Print Quality], and then select the [Bold Text Adjustment] check box.
- On the [Detailed Settings] tab, select [Print Quality], and then specify [Gray Reproduction:] correctly.
- On the [Detailed Settings] tab, select [Print Quality], and then select the [Print All Text as Black] check box.

See page 107 "Opening the Printer Driver Dialog Box".

Printing is slow and takes time, which delays release of the application.

- In the [Select Print Quality:], select [Speed Priority] or [High Speed], and then print.
- On the [Detailed Settings] tab, select [Driver Options], and then select the [Spool Data in EMF Format] check box.
- On the [Detailed Settings] tab, select [Print Quality], and then clear the [Adjust Photographs] and [Smooth Low Resolution Images] check boxes.

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- Close the resident application.

See page 107 "Opening the Printer Driver Dialog Box".

Printing stops halfway.

View the Status Monitor to check whether an error has occurred.

To print on pre-printed or pre-punched paper, select the [Use Preprinted/Prepunched Paper] check box in the [Detailed Settings] tab.

See page 253 "Status Monitor Errors".

Cannot carry out Layout print for Excel sheets.

In the [Printer Properties] dialog box, on the [Advanced Options] tab, select the [Increase Auto-keep Settings for Applications] check box.

See page 107 "Opening the Printer Driver Dialog Box".

Ink smudges and characters are not properly formed when printing white text on a black background.

In the [Select Print Quality:], select [Speed Priority] or [High Speed], and then print.

See page 107 "Opening the Printer Driver Dialog Box".

Checking the Consumables

If you cannot find anything wrong with the printer or printer driver, check the consumables.

Is an old print cartridge being used?

Print cartridges should be used up before their expiry date, preferably within six months of being removed from their packaging.

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 page 278 "Recommended Consumables".

If a Message Appears during Installation

Message number 13, 14, 34, or 58 indicates the printer driver cannot be installed using Auto Run. Uninstall and then re-install the printer driver as follows:

Double-click the [RP_SETUPXX.EXE] icon in the [DRIVERS] folder on the CD-ROM, and then install the printer driver according to the displayed instructions.

Reference

- For details about uninstalling the printer driver, see page 216 "Uninstalling the Printer Driver".

8

Error & Status Messages on the Display

This section explains what the messages that appear on the display mean and what to do when a particular message appears.

Depending on the "Auto Continue" settings specified on the [System] menu, some of the following messages might not appear. See page 145 "Using the [System] Menu"

Error Messages

Cannot recover error page(s) / FormFeed to print remaining

The machine confirmed that the error has been cleared and printing has resumed. However, some page(s) did not print.

To continue printing, press the [Form Feed] key and print the missing page after the print job is finished. To delete the print job, press the [Job Reset] key.

See page 264 "Cannot Recover Error Page".

Cannot use High Temp. / Power Off On

The temperature is abnormally high.

Check the installation area and relocate the machine. Alternatively, wait until the machine acclimates to the room temperature.

See page 262 "Out of Printable Temperature Range".

Cannot use Low Temp. / Power Off On

The temperature is abnormally low.

Check the installation area and relocate the machine. Alternatively, wait until the machine acclimates to the room temperature.

See page 262 "Out of Printable Temperature Range".

Change Setting Tray # / A4 (210×297) Plain Paper

The size of paper in the tray # (Tray 1, 2, 3, or the bypass tray) is different from the size specified.

Load the paper of the size specified in the paper tray, and then change the paper size in the paper input menu accordingly.

Alternatively, press the [Form Feed] key, select a paper tray containing paper of the specified size, and then print. To cancel the print job, press the [Job Reset] key.

See page 255 "Paper Size Mismatch/Paper Type Mismatch (Tray 1)", page 255 "Paper Size Mismatch/Paper Type Mismatch (Tray 2/3)", page 255 "Paper Size Mismatch/Paper Type Mismatch (Bypass Tray)".

Change Settings Tray # / A4 (210×297) Plain Paper

The type of paper in the tray # (Tray 1, 2, 3, or the bypass tray) is different from the type specified.

Load the paper of the type specified in the paper tray, and then change the paper type in the paper input menu accordingly.

Alternatively, press the [Form Feed] key, select a paper tray containing paper of the specified type, and then print. To cancel the print job, press the [Job Reset] key.

See page 255 "Paper Size Mismatch/Paper Type Mismatch (Tray 1)", page 255 "Paper Size Mismatch/Paper Type Mismatch (Tray 2/3)", page 255 "Paper Size Mismatch/Paper Type Mismatch (Bypass Tray)".

Hardware Problem Ethernet Board

An error in the Ethernet port (ethernet board) network function has occurred.

Disconnect all cables, turn the machine off, and then turn it on again.

If the message reappears, contact your sales or service representative.

See page 263 "Network Interface Error".

Indepdnt.ink set
Indepdnt.ink set / Replace Ink Crtg
Indepdnt.ink set / Press # to continue

A non-genuine print cartridge was installed.

Use of non-genuine print cartridges or refilled print cartridges may reduce print quality or cause malfunctions.

See page 278 "Recommended Consumables".

Ink Collector is not set / Set the Ink Collector Unit

The ink collector unit has not been installed correctly.

Reset the ink collector unit correctly.

See page 261 "Ink Collector Unit Not Detected".

Ink Collector Unit is full / Replace Ink Collector Unit

The ink collector unit is full.

Replace the ink collector unit.

See page 200 "Replacing an Ink Collector Unit".

Load Paper or Form Feed / A4 (210×297) Plain Paper

There is no paper trays that contain paper of the specified size and type.

Load paper of the specified size and type in a paper tray, and then specify the size and type in the paper input menu accordingly.

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Alternatively, press the [Form Feed] key, select a paper tray containing paper of the specified size or type, and then print. To cancel the print job, press the [Job Reset] key.

See page 256 "Paper Size Mismatch/Paper Type Mismatch (Auto Tray Select)".

Load Paper:Tray# or Form Feed / A4 (210×297) Plain Paper

The tray (Tray 1, 2, 3, or the bypass tray) has run out of paper.

Reload the paper tray.

Alternatively, press the [Form Feed] key, select a different paper tray, and then print. To cancel the print job, press the [Job Reset] key.

See page 254 "No Paper/Tray Not Detected (Tray 1)", page 254 "No Paper/Tray Not Detected (Tray 2/3)", page 254 "No Paper/Tray Not Detected (Bypass Tray)".

Load Paper:Tray1 / A4 (210×297) Plain Paper

Tray 1 has run out of paper.

Reload Tray 1.

To cancel the print job, press the [Job Reset] key.

See page 254 "No Paper/Tray Not Detected (Tray 1)".

Loading Ink... / WAIT! N minutes

Ink being filled.

"N" indicates time required for this operation.

Low Ink

The ink will soon run out.

Make sure you have a new print cartridge for the color indicated by the ⊔ icon.

Maintenance failed

Head cleaning, head flushing, or other maintenance operations have failed.

Run the maintenance again after clearing the error.

You can clear a maintenance error as follows:

- The machine receives another print job.
- Press the [#Enter] key.

Maintenance in process...

The machine is cleaning or flushing its print head.

Wait a moment.

Open Front Cover / Replace Ink Crtg

The ink has run out.

Install a new print cartridge for the color indicated by the ▐ ▏or ⊞ icon.

See page 194 "Replacing a Print Cartridge".

Open Front Cover / Reset Cartridge

No print cartridge has been installed.

Install the print cartridge correctly.

See page 258 "Cover Open / Print Cartridge(s) Not Detected".

Page Drying...

Being dried.

See page 130 "Using the [Maintenance] Menu".

Panel Locked Cannot use

You have pressed a locked key.

Unlock the key.

See page 193 "Restricting Machine Functions".

Paper Misfeed / Press Form Feed

A paper jam occurs.

Press the [Form Feed] key to feed the paper.

See page 225 "Using the [Form Feed] Key to Remove Jammed Paper".

Paper Misfeed Bypass Tray / Reset Paper

A paper misfeed has occurred in the multi bypass tray.

Reposition the paper in the bypass tray.

See page 100 "Loading Paper".

Paper Misfeed Remove all Rear / Covers then remove misfeed

A paper jam occurs.

Open the rear cover or rear unit cover, and then remove the jammed paper.

See page 232 "Opening the Rear Cover to Remove Jammed Paper", page 235 "Opening the Rear Unit Cover to Remove Jammed Paper (SG 3110DN/SG 3110DNw)".

Paper Misfeed Remove Duplex or / all Rear Covers, remove misfeed

Paper has jammed in the duplex unit or rear unit.

Detach the duplex unit or open the rear unit cover, and then remove the jammed paper.

See page 231 "Paper Jam in the Duplex Unit and Tray 2/3"

Paper Misfeed Remove Duplex or / Rear Cover, remove misfeed

A paper jam occurs.

8

Detach the duplex unit or open the rear cover, and then remove the jammed paper.

See page 237 "Removing Paper Jammed in the Duplex Unit", page 232 "Opening the Rear Cover to Remove Jammed Paper".

Paper Misfeed Remove Duplex or / Tray2 Rear Cover remove misfeed

Paper has jammed in the duplex unit or rear unit of Tray 2.

Detach the duplex unit or open the rear unit cover, and then remove the jammed paper.

See page 231 "Paper Jam in the Duplex Unit and Tray 2/3"

Paper Misfeed remove Tray # / or Rear Covers, remove misfeed

Paper has jammed in the tray (Tray 2 or 3).

Remove the jammed paper.

See page 227 "Paper Jam in Tray 2/3"

Paper Misfeed Tray # / Remove tray(s), reset paper

A paper misfeed has occurred in the tray (Tray 1, 2, or 3).

Reposition the paper in the paper tray, and then press the [Form Feed] key.

See page 100 "Loading Paper".

Prepare new Ink Collector Unit

The ink collector unit is almost full.

Make sure you have a new ink collector on hand.

If a print cartridge starts running out of ink when the ink collector unit is almost full, the alert indicator will flash and a message informing you of the cartridge's low ink level will appear on the display.

Processing...

The machine is printing.

Ready

The machine is able to print.

Rear Cover is open / Close Rear Cover

The rear cover is open.

Close the rear cover.

See page 256 "Cover Open"

Remove Misfeed Duplex Unit / Remove Misfeed from Duplex Unit

Paper has jammed in the duplex unit.

Open the duplex unit cover or detach the duplex unit, and then remove the jammed paper.

See page 231 "Paper Jam in the Duplex Unit"

Remove Misfeed Open Top Cover / Press Form Feed, remove misfeed

A paper jam occurs.

Open the top cover, press the [Form Feed] key, and then remove the jammed paper from the opening.

See page 229 "Removing Paper Jammed under the Top Cover"

Reset Bypass Tray correctly

The bypass tray has not been installed correctly.

Reset the bypass tray correctly.

See page 30 "Attaching and Detaching the Multi Bypass Tray", page 254 "No Paper/Tray Not Detected (Bypass Tray)".

Reset Duplex Unit correctly

The duplex unit is not attached correctly or its cover is open.

Make sure the duplex unit is attached correctly and its cover is closed.

See page 28 "Attaching and Detaching the Duplex Unit", page 256 "Cover Open".

Resetting Job...

The machine is reinitializing a print job.

Wait a moment.

Right Front Cover is open / Close Right Front Cover

The right front cover is open.

Close the print cartridge cover.

See page 258 "Cover Open / Print Cartridge(s) Not Detected".

Right Int. Unit almost full

Internal unit is a service replacement part.

For details about internal unit replacement, contact your sales or service representative.

SCXXX-XX Power Off On / Call Service if error reoccurs

An error has occurred.

Turn the machine off and then on. If the message reappears, contact your sales or service representative.

Setting change...

The machine is updating the network interface.

Wait a moment.

Temp. alert Please wait...

The machine is too hot or cold at start-up.

Wait until "Ready" appears on the display.

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Top Cover is open / Close Top Cover

The top cover is open.

Close the top cover.

See page 256 "Cover Open"

Tray # Rear Cover is open / Close Tray # Rear Cover

The rear unit cover of the tray (Tray 2 or 3) is open.

Close the rear unit cover.

See page 256 "Cover Open"

Used Ink Collect Unit is set / Replace Ink Collector Unit

A used ink collector unit was installed.

Install a new ink collector unit.

See page 200 "Replacing an Ink Collector Unit".

Used Ink Crtrdge / Replace Ink Crtg

A used print cartridge was installed.

Replace the print cartridge for the color indicated by the ⏐ or ⎁ icon.

See page 194 "Replacing a Print Cartridge".

Waiting...

Wait a moment.

🔽 Note

- If this does not eliminate the problem, contact your sales or service representative.

Status Monitor Errors

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

Depending on the "Auto Continue" settings specified on the [System] menu, some of the following messages might not appear. See page 145 "Using the [System] Menu".

Status Monitor Does Not Open

If the Status Monitor does not open for a shared printer, refer to the following questions:

Are the share settings correct?

- Check the share settings of the printer. The printer driver must also be installed on the client computer.

    See page 72 "Setting up a server", page 83 "Using as the Windows Network Printer".

- If Windows Firewall is installed on the print server, configure exceptions in the firewall before using the Status Monitor.

    1. On Windows Firewall dialog box, click the [Exception] tab, and then select the [File and Print Sharing] check box.

    2. Click [Add Port...], make sure [TCP] is selected, and then enter "55665" in [Port number].

No Response from Machine

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

1. **Check that the power of the machine is on.**

2. **Make sure that the computer and machine are properly connected using a USB cable.**

3. **On the [Start] menu, click [Devices and Printers].**

    For Windows Vista or Windows Server 2008, click [Control Panel]. Then click [Hardware and Sound], and then click [Printers].

    For Windows XP, click [Printers and Faxes].

    For Windows Server 2003/2003 R2, point to [Settings], and then click [Printers and Faxes].

4. **Right-click the machine icon, and then click [Printer properties].**

    For Windows Vista/XP or Windows Server 2003/2003 R2/2008, right-click the machine icon, and then click [Properties].

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5. **Click the [Ports] tab.**

6. **Check that USB is selected in the [Print to the following port:] list.**

Note

- If you want to connect the machine to the network, check the operating environment, and then change the port setting. For details about configuring the port, see page 81 "Using the SmartDeviceMonitor for Client Port", page 75 "Using the Standard TCP/IP Port", and page 76 "Using the LPR Port".

No Paper/Tray Not Detected (Tray 1)

Tray 1 has run out of paper or the tray is not installed correctly.

Follow the procedure below:

- Load paper into the paper tray.

  See page 100 "Loading Paper".

- Print by Form Feed.

  Press the [Form Feed] key, select a different paper tray, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

No Paper/Tray Not Detected (Tray 2/3)

Tray 2/3 has run out of paper or the tray is not installed correctly.

Follow the procedure below:

- Load paper into the paper tray.

  See page 100 "Loading Paper".

- Print by Form Feed.

  Press the [Form Feed] key, select a different paper tray, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

No Paper/Tray Not Detected (Bypass Tray)

The bypass tray has run out of paper or the multi bypass tray is not installed correctly.

Follow the procedure below:

- Load paper into the paper tray.

See page 100 "Loading Paper".

- Attach the multi bypass tray properly.

  See page 30 "Attaching and Detaching the Multi Bypass Tray".

- Print by Form Feed.

  Press the [Form Feed] key, select a different paper tray, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

Paper Size Mismatch/Paper Type Mismatch (Tray 1)

Tray 1 is not loaded with paper of the correct size or type.

Follow the procedure below:

- Change the paper settings.

  See page 126 "Using the [Paper Input] Menu".

- Print by Form Feed.

  Press the [Form Feed] key, select a paper tray containing paper of the specified size or type, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

Paper Size Mismatch/Paper Type Mismatch (Tray 2/3)

Tray 2/3 is not loaded with paper of the correct size or type.

Follow the procedure below:

- Change the paper settings.

  See page 126 "Using the [Paper Input] Menu".

- Print by Form Feed.

  Press the [Form Feed] key, select a paper tray containing paper of the specified size or type, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

Paper Size Mismatch/Paper Type Mismatch (Bypass Tray)

The bypass tray is not loaded with paper of the correct size or type.

Follow the procedure below:

- Change the paper settings.

  See page 126 "Using the [Paper Input] Menu".

- Print by Form Feed.

  Press the [Form Feed] key, select a paper tray containing paper of the specified size or type, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

Paper Size Mismatch/Paper Type Mismatch (Auto Tray Select)

Paper tray is not loaded with paper of the correct size or type.

Follow the procedure below:

- Change the paper settings.

  See page 126 "Using the [Paper Input] Menu".

- Print by Form Feed.

  Press the [Form Feed] key, select a paper tray containing paper of the specified size or type, and then print.

- Cancel the print job.

  See page 113 "Canceling Printing".

Cover Open

The top, rear, duplex unit, or rear unit cover is open.
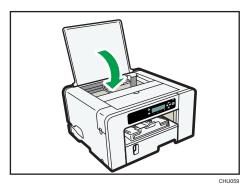
Close the cover.

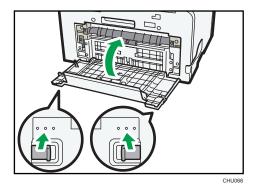If these covers are closed, open and close each of them again.
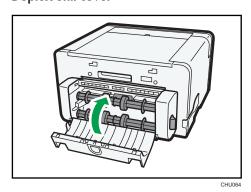
1. **Close the cover.**

   Top cover

   CHU059

   Rear cover

   CHU066

   Make sure to return the tabs to their original positions.
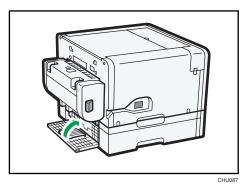
   Duplex unit cover

   CHU064

   To open the duplex unit cover, you need to detach the multi bypass tray. Reattach it after you close the duplex unit cover.

   If the multi bypass tray is attached to the machine, turn the machine off and detach the multi bypass tray. See page 30 "Attaching and Detaching the Multi Bypass Tray".

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Rear unit cover (SG 3110DN/SG 3110DNw)

CHU087

Make sure to return the tabs to their original positions.

Cover Open / Print Cartridge(s) Not Detected
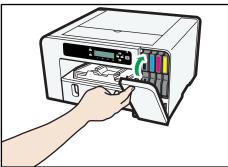
The right front cover is open.

Close the right front cover.

Alternatively, the print cartridges are not installed or are installed incorrectly.
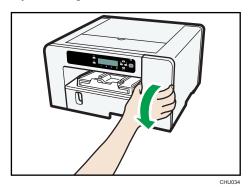
Install the print cartridges correctly.

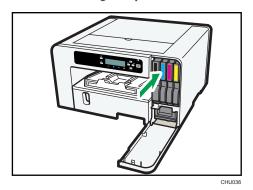**If the cover is open:**

1. **Close the right front cover.**

CHU038

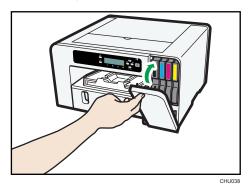**If the print cartridges are not installed or are installed incorrectly:**

1. **Open the right front cover.**

CHU034

2. **Push the cartridge fully in.**

CHU036

3. **Close the right front cover.**

CHU038

🔂 **Note**

- If the error persists, remove the print cartridge, and then re-install it. Do this once only.

- If there is a problem with the print cartridge, try installing a new cartridge.

- For details about handling the print cartridges, see page 197 "Handling Print Cartridges".

Duplex Unit Not Detected

The duplex unit is not attached correctly or its cover is open.

Make sure the duplex unit is attached correctly and its cover is closed.

See page 28 "Attaching and Detaching the Duplex Unit", page 256 "Cover Open"

Cartridge Almost Empty

One of the print cartridges is almost empty.

Check which color print cartridge will soon have to be replaced, and then have a new cartridge handy.

Note

- With glossy paper, if you print an image that needs a lot of ink, the machine may stop printing before the print is finished. An example of such an image is one containing a single large area of solid color, or one made up almost entirely of a few such areas.

- Do not carry out head cleaning or head flushing. If you do, the ink may run out.

- If you turn the machine off, and then turn it on again, the machine will send the ink in the print cartridge to the machine. During this, the ink in the print cartridge may run out.

- The amount of remaining ink shown in the cartridge replacement indicator is for reference only and may differ from the actual amount. Also, cartridges can become empty without a low ink warning appearing.

Cartridge Empty

The ink has run out.

Replace the cartridge.

However, you can print in black-and-white as long as there is K (black) ink in the print cartridge.

To resume printing, press the [Form Feed] key, and then the [OK] key.

If you continue this type of printing, the amount of ink consumed for the next print cartridge replacement will be greater than usual.

See page 194 "Replacing a Print Cartridge".

Note

- If the cartridge is empty, head cleaning or flushing cannot be performed.

- If the ink runs out during printing, the machine may eject blank or partially printed sheets.

Used Cartridge

A used print cartridge was installed.

Replace the print cartridge.

See page 194 "Replacing a Print Cartridge".

Note

- If the cartridge is empty, head cleaning or flushing cannot be performed.

- Cartridges that are no longer usable for printing reserve a small quantity of ink for maintenance usage. Make sure you do not install an empty print cartridge by mistake.

- Print cartridges should be used up before their expiry date, preferably within six months after its package is opened.

Ink Collector Unit Not Detected

The ink collector unit is not attached correctly.

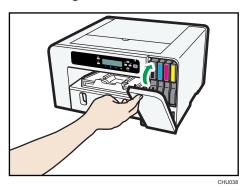Attach the ink collector unit correctly.

1. **Open the right front cover.**

CHU034

2. **Attach the ink collector unit by pushing it in until it clicks. Take care not to spill the ink.**

CHU041

3. **Close the right front cover.**

CHU038

If the message reappears, contact your sales or service representative.

Ink Collector Unit Almost Full

The ink collector unit is almost full.

Have a new ink collector unit handy.

Note

- If a print cartridge starts running out of ink when the ink collector unit is almost full, the alert indicator will flash and a message informing you of the cartridge's low ink level will appear on the display.

Ink Collector Unit Full

The ink collector unit is full.

Replace the ink collector unit.

See page 200 "Replacing an Ink Collector Unit".

Used Ink Collector Unit

A used ink collector unit is installed.

Replace the ink collector unit.

See page 200 "Replacing an Ink Collector Unit".

Out of Printable Temperature Range

Printing is not possible because the printer is placed in a location that is too hot or cold.

Move the machine to a more suitable environment.

1. **Press and hold down the [Power] key for one second.**

2. **Place the machine in an environment where a temperature range is between 10 and 32 °C (50 and 89.6 °F).**

3. **Turn the machine on.**

🔽 **Note**

- If humidity is more than 54 %, the upper temperature limit will be lower.

- Even after the power is turned on, the machine may remain in standby mode until it acclimates to the room temperature. If this happens, wait until the [Power] key stops flashing and stays lit.

📖 **Reference**

- For details about what conditions the machine can be used under (ambient temperature and humidity range), see page 36 "Checking the Computer and Installation Area".

Printer Error

An error has occurred in the machine.

Turn the machine off, and then turn it on again.

🔽 **Note**

- If the machine is relocated from a cold area to a warm area or the machine is placed in a room where the temperature varies greatly, condensation may form inside the machine causing errors. If this happens, perform the decondensation procedure. See page 144 "De-condensation".

- If the error still does not clear after the machine acclimates to room temperature and the power is turned back on, contact your sales or service representative.

Network Interface Error

An error in the Ethernet port network function has occurred.

Turn the machine off, and then turn it on again.

🔽 **Note**

- If the message reappears, contact your sales or service representative.

Maintenance Failed

Head cleaning, head flushing, or other maintenance operations have failed.

Run the maintenance again after clearing the error.

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You can clear a maintenance error as follows:

- The machine receives another print job.

- Press the [#Enter] key.

Cannot Recover Error Page

If you resume printing after removing a paper jam, an error message may appear if some pages cannot be printed.

Follow the procedure below:

- Print by Form Feed.

  Press the [Form Feed] key, and then the machine prints the remaining pages following the missed page(s).

- Cancel the print job.

  See page 113 "Canceling Printing".

9. Appendix

Software on the CD-ROM

Files

The following is a list of the files on the CD-ROM.

- RPCS Raster Printer Driver for Windows XP/Vista/7 and Windows Server 2003/2003 R2/2008/2008 R2
- PCL 5c Printer Driver for Windows XP/Vista/7 and Windows Server 2003/2003 R2/2008/2008 R2
- PCL 6 Printer Driver for Windows XP/Vista/7 and Windows Server 2003/2003 R2/2008/2008 R2
- Manuals
- ICM Color Profiles for Printer
- SETUP.EXE

RPCS Raster Printer Drivers

This section gives the file locations of the different RPCS raster printer drivers and their system requirements.

File Location

The drivers are in the following folders on the supplied CD-ROM.

- RPCS raster printer driver for the 32-bit Windows

    `DRIVERS\X86\RPCS_R\XP_VISTA\DISK1`

- RPCS raster printer driver for the 64-bit Windows

    `DRIVERS\X64\RPCS_R\X64\DISK1`

System Requirements for the Printer Drivers

- Computer

    PC/AT-compatible computer with USB interface

- Operating Systems

    Windows XP/Vista/7 or Windows Server 2003/2003 R2/2008/2008 R2

- Display Resolution

    Minimum SVGA 800 × 600 pixels

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↓Note

- In a cluster configuration environment, you cannot autorun the printer driver install.

- For details about using the printer driver, see the printer driver Help.

- The printer drivers do not support clustering technology under Windows Server 2003/2003 R2/2008/2008 R2.

PCL Printer Drivers

This section gives the file locations of the different PCL 5c printer drivers and their system requirements.

These drivers allow your computer to communicate with this printer via a printer language.

File Location

The Drivers are in the following folders on the supplied CD-ROM.

- PCL 5c printer driver for the 32-bit Windows

    `DRIVERS\X86\PCL5C\XP_VISTA\(language)\DISK1`

- PCL 5c printer driver for the 64-bit Windows

    `DRIVERS\X64\PCL5C\X64\(language)\DISK1`

- PCL 6 printer driver for the 32-bit Windows

    `DRIVERS\X86\PCL6\XP_VISTA\(language)\DISK1`

- PCL 6 printer driver for the 64-bit Windows

    `DRIVERS\X64\PCL6\X64\(language)\DISK1`

System Requirements for the Printer Drivers

- Computer

    PC/AT-compatible computer with USB interface

- Operating Systems

    Windows XP/Vista/7 or Windows Server 2003/2003 R2/2008/2008 R2

- Display Resolution

    Minimum SVGA 800 × 600 pixels

↓Note

- The printer drivers do not support clustering technology under Windows Server 2003/2003 R2/2008/2008 R2.

- For details about using the printer driver, see the printer driver Help.

Manuals

This section gives the location of the manuals.

File Location

The manuals are in the following folders on the supplied CD-ROM.

`MANUAL_HTML`

Electromagnetic Interference

If another electronic device is placed next to the machine, 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 machine.
- Change the position of the antenna of the television or radio.
- Use a different wall outlet on a different circuit.

Specifications

Specifications of the machine and options are listed.

Machine Body

Print speed

Measurements according to the manufacturer's measurement system

Black and white: 29 ppm

Full color: 29 ppm

Print direction

Supports bidirectional, minimum distance printing

Print resolution

Max 1200 × 1200 dpi equivalent

Nozzles

Black: 192 nozzles

Cyan, magenta, and yellow: 192 nozzles per color

Paper sizes

- SG 2100N/SG 3110DN/SG 3110DNw

  Region A (mainly Europe and Asia)

  A4, A5, A6, B5 JIS,

  Letter (8 $1/_2$ × 11), $8^1/_2$ × $5^1/_2$, Executive ($7^1/_4$ × $10^1/_2$), 16K

  Com10 Envelope ($4^1/_8$ × $9^1/_2$), Monarch Envelope ($3^7/_8$ × $7^1/_2$), C6 Envelope (114 × 162), C5 Envelope (162 × 229), DL Envelope (110 × 220)

  Custom sizes:

  139.7-297.0 mm (5.50-11.69 inches) (length) × 88.0-216.0 mm (3.46-8.50 inches) (width)

  Region B (mainly North America)

  A4, A5, A6, B5 JIS,

  Letter (8 $1/_2$ × 11), Legal($8^1/_2$ × 14), $8^1/_2$ × $5^1/_2$, Executive ($7^1/_4$ × $10^1/_2$), $8^1/_2$ × 13, $8^1/_4$ × 13, 8 × 13, 16K

  Com10 Envelope ($4^1/_8$ × $9^1/_2$), Monarch Envelope ($3^7/_8$ × $7^1/_2$), C6 Envelope (114 × 162), C5 Envelope (162 × 229), DL Envelope (110 × 220)

  Custom sizes:

  139.7-356.0 mm (5.50-14.01 inches) (length) × 88.0-216.0 mm (3.46-8.50 inches) (width)

- SG 7100DN

  A3, A4, A5, A6, B4 JIS, B5 JIS

  11 × 17, Letter (8$^1/_2$ × 11), Legal (8$^1/_2$ × 14), 8$^1/_2$ × 5$^1/_2$, Executive (7$^1/_4$ × 10$^1/_2$), 8$^1/_2$ × 13, 8$^1/_4$ × 13, 8 × 13, 8K, 16K

  Com10 Envelope (4$^1/_8$ × 9$^1/_2$), Monarch Envelope (3$^7/_8$ × 7$^1/_2$), C6 Envelope, C5 Envelope, DL Envelope

  Custom sizes:

  139.7-432.0 mm (5.50-17.00 inches) (length) × 55.0-297.0 mm (2.17-11.69 inches) (width)

Paper sizes (Duplex Unit)

- SG 3110DN/SG 3110DNw

  A4, A5, A6, B5 JIS

  Letter (8 $^1/_2$ × 11), 8$^1/_2$ × 5$^1/_2$, Executive (7$^1/_4$ × 10$^1/_2$), 16K

- SG 7100DN

  A3, A4, A5 , A6, B4 JIS, B5 JIS

  11 × 17, Letter (8$^1/_2$ × 11) , Legal (8$^1/_2$ × 14) , 8$^1/_2$ × 5$^1/_2$, Executive (7$^1/_4$ × 10$^1/_2$), 8$^1/_2$ × 13, 8$^1/_4$ × 13, 8 × 13, 8K, 16K

Paper weight

60-163 g/m^2 (16 LB. BOND-90 LB. INDEX)

Paper capacity

250 sheets

Maximum paper capacity

- SG 2100N

  250 sheets

- SG 3110DN/SG 3110DNw

  850 sheets (with the Tray 2, 3, and bypass tray installed)

- SG 7100DN

  600 sheets (with the Tray 2 and bypass tray installed)

Output ramp capacity

100 sheets

150 sheets (In terms of use under the general office environment)

The capacity may be less depending on the images printed.

Power source

Region A (mainly Europe and Asia)

- SG 2100N

  220-240 V: 50/60 Hz 0.4 A (when fully equipped)

- SG 3110DN/SG 3110DNw

  220-240 V: 50/60 Hz 0.6 A (when fully equipped)

- SG 7100DN

  220-240 V: 50/60 Hz 0.6 A (when fully equipped)

Region **B** (mainly North America)

- SG 3110DN/SG 3110DNw

  100-120 V: 60 Hz 1.0 A (when fully equipped)

- SG 7100DN

  100-120 V: 60 Hz 1.2 A (when fully equipped)

Power consumption

Average power consumption while printing:

Region **A** (mainly Europe and Asia)

- SG 2100N

  22.8 W

- SG 3110DN

  25.6 W (not including options)

- SG 3110DNw

  26.8 W (not including options)

- SG 7100DN

  26.2 W (not including options)

Region **B** (mainly North America)

- SG 3110DN

  26.7 W (not including options)

- SG 3110DNw

  27.4 W (not including options)

- SG 7100DN

  26.9 W (not including options)

Energy Saver mode:

Region **A** (mainly Europe and Asia)

- SG 2100N

  1.2 W

9

- SG 3110DN

  0.78 W

- SG 3110DNw

  2.7 W

- SG 7100DN

  1.2 W

🌐Region B (mainly North America)

- SG 3110DN

  0.73 W

- SG 3110DNw

  2.5 W

- SG 7100DN

  1.1 W

To avoid any power consumption, disconnect the power plug from the wall outlet.

(Unplug the power plug only after making sure the [Power] key indicator is off.)

Power Consumption may differ depending on the conditions and environment of the machine.

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 machine for conditions outside those described above.

Storage environment

Temperature: 1 to 40 °C (33.8 to 104 °F)

Humidity: 5-80% RH

External dimensions

- SG 2100N

  (W × D × H) 399 ×360 × 212.5 mm (15.8 × 14.2 × 8.4 inches)

- SG 3110DN/SG 3110DNw

  (W × D × H) 399 ×436.5 × 212.5 mm (15.8 × 17.2 × 8.4 inches)

  (W × D × H) 399 ×571 ×492 mm (15.8 × 22.5 × 19.4 inches) (when fully equipped)

- SG 7100DN

  (W × D × H) 529 × 509 × 212.5 mm (20.8 × 20.0 × 8.4 inches)

  (W × D × H) 529 ×794 × 601 mm (20.8 × 31.3 × 23.7 inches) (when fully equipped)

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Weight

- SG 2100N

    Approximately 9.5 kg (21.0 lb) (machine body with consumables)

- SG 3110DN/SG 3110DNw

    Approximately 10.5 kg (23.2 lb) (machine body with consumables)

    Approximately 22.8 kg (50.2 lb) (when fully equipped)

- SG 7100DN

    Approximately 15 kg (33 lb). (machine body with consumables)

    Approximately 24 kg (52.8 lb). (when fully equipped)

Noise emission[*1]

Sound Power Level

- SG 2100N/SG 3110DN/SG 3110DNw

	Main unit only
During Printing	Speed priority: 60.4 dB(A)
Standby	40 dB(A) or less (SG 2100N) 44 dB(A) or less (SG 3110DN/SG 3110DNw)

- SG 7100DN

	Main unit only
During Printing	Speed priority: 60.4 dB(A)
Standby	40 dB(A) or less

Sound Pressure Level[*2]

- SG 2100N/SG 3110DN/SG 3110DNw

	Main unit only
During Printing	Speed priority: 52.8 dB(A)
Standby	34 dB(A) or less

- SG 7100DN

	Main unit only
During Printing	Speed priority: 53.5 dB(A)

	Main unit only
Standby	34 dB(A) or less

*1   The preceding measurements made in accordance with ISO7779 are actual values.

*2   Measured at the position of a bystander.

Interface

USB 2.0 high speed

Ethernet (10BASE-T, 100BASE-TX)

Wireless LAN (IEEE 802.11 b/g/n)

Wireless LAN

- Transmission Specification:

  Based on IEEE 802.11b/g/n

- Data Transfer Speed:

  Auto select from the following speed:

  - 802.11b

    1, 2, 5.5, 11 (Mbps)

  - 802.11g

    6, 9, 12, 18, 24, 36, 48, 54 (Mbps)

  - 802.11n

    6.5, 7.2, 13, 13.5, 14.4, 15, 19.5, 21.7, 26, 27, 28.9, 30, 39, 40.5, 43.3, 45, 52, 54, 57.8, 58.5, 60, 65, 72.2, 81, 90, 108, 120, 121.5, 135, 150 (Mbps)

- Frequency Range:

  Region **A** (mainly Europe and Asia)

  2412 to 2472 Mhz (1 to 13 Channels)

  Region **B** (mainly North America)

  2412 to 2462 Mhz (1 to 11 Channels)

- Transmission Mode:

  Infrastructure mode

Printer language

- SG 2100N/SG 7100DN: RPCS Raster

- SG 3110DN/SG 3110DNw: RPCS Raster, PCL

Paper Feed Unit

Paper sizes

- SG 3110DN/SG 3110DNw

  A4▯, A5▭, A6▯, B5 JIS▯,

  Letter ($8^1/_2$ × 11)▯, Legal ($8^1/_2$ × 14)▯, Executive ($7^1/_4$ × $10^1/_2$) ▯, 8 × 13▯, $8^1/_2$ × 13 ▯, $8^1/_4$ × 13▯, 16K▯

  Custom sizes:

  148.0-356.0 mm (5.83-14.01 inches) (length) × 105.0-216.0 mm (4.13-8.50 inches) (width)

- SG 7100DN

  A3▯, A4▯, A5▭, A6▯, B4 JIS▯, B5 JIS▯,

  11 × 17▯, Letter ($8^1/_2$ × 11)▯, Legal ($8^1/_2$ × 14)▯, $8^1/_2$ × $5^1/_2$▭, Executive ($7^1/_4$ × $10^1/_2$) ▯, $8^1/_2$ × 13▯, $8^1/_4$ × 13▯, 8 × 13▯, 8K▯, 16K▯

  Custom sizes:

  148.0-432.0 mm (5.83-17.01 inches) (length) × 148.0-297.0 mm (5.83-11.69 inches) (width)

Paper weight

60-105 g/m^2 (16 LB. BOND-28 LB. BOND)

Paper capacity

250 sheets (A4 size paper (80 g/m2, 20 lb. Bond))

Bypass Tray

Paper sizes

- SG 3110DN/SG 3110DNw

  A4▯, A5▭, A6▯, B5 JIS▯,

  Letter($8^1/_2$ × 11)▯, Legal($8^1/_2$ × 14)▯, $8^1/_2$ × $5^1/_2$▭, Executive($7^1/_4$ × $10^1/_2$)▯, $8^1/_2$ × 13▯, $8^1/_4$ × 13▯, 8 × 13▯, 16K▯

  Com10 Envelope($4^1/_8$ × $9^1/_2$)▯, Monarch Envelope ($3^7/_8$ × $7^1/_2$)▯, C6 Envelope(114 × 162)▯, C5 Envelope(162 × 229)▯, DL Envelope (110 × 220)▯

  Custom sizes:

  127.0-1295.4 mm (5-51 inches) (length) × 55.0-216.0 mm (2.17-8.50 inches) (width)

- SG 7100DN

  A3▯, A4▯, A5▭, A6▯, B4 JIS▯, B5 JIS▯,

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11 × 17▯, Letter(8^1/$_2$ × 11)▯, Legal(8^1/$_2$ × 14)▯, 320 × 450 mm▯, 12 × 18▯, 8^1/$_2$ × 5^1/$_2$▯, Executive(7^1/$_4$ × 10^1/$_2$)▯, 8^1/$_2$ × 13▯, 8^1/$_4$ × 13▯, 8 × 13▯, 16K▯

Com10 Envelope(4^1/$_8$ × 9^1/$_2$)▯, Monarch Envelope (3^7/$_8$ × 7^1/$_2$)▯, C6 Envelope(114 × 162)▯, C5 Envelope(162 × 229)▯, DL Envelope (110 × 220)▯

Custom sizes:

127.0-1295.4 mm (5-51 inches) (length) × 55.0-330.0 mm (2.17-12.99 inches) (width)

Paper weight

60-256 g/m^2 (16 LB. BOND-140 LB. INDEX)

Paper capacity

100 sheets (A4 size paper (80 g/m^2, 20 lb. Bond))

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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 machine are listed.

Purchase necessary consumables before your supply runs out.

For information about consumables, contact your sales or service representative.

- Print cartridges
- Ink Collector Unit

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Options and Consumables

Paper Feed Unit TK1160 / Paper Feed Unit TK1190

This unit feeds paper in bulk.

Multi Bypass Tray BY1040 / Multi Bypass Tray BY1050

You can also feed paper from the bypass tray.

↓Note

- For information about options and consumables, contact your sales or service representative.

9

When Using Windows Terminal Service/Citrix Presentation Server/Citrix XenApp

The following explains how to use Windows Terminal Service and Maintenance.

Operating Environment

The following operating systems and Citrix Presentation Server/Citrix XenApp versions are supported.

Citrix Presentation Server 4.5/ Citrix XenApp 5.0/6.0

- Windows Server 2003/2003 R2
- Windows Server 2008/2008 R2

Supported Printer Drivers

When Windows Terminal Service is operating

- PCL printer drivers
- RPCS Raster driver

Limitations

The following limitations apply to the Windows Terminal Service environment.

These limitations are built in Windows Terminal Service or Citrix Presentation Server/Citrix XenApp.

Citrix Presentation Server/Citrix XenApp [Auto-creating client printers]

Using [Auto-creating client printers] can select a logical printer created by copying the client's local printer data to the Citrix Presentation Server/Citrix XenApp. We strongly recommend testing this function in your network environment before using it for your work.

- The settings for optional equipment will not be stored in the server after the equipment is disconnected. The settings for optional equipment will be restored to its defaults each time the client computer logs on to the server.
- When printing a large number of bitmap images or using the server in a WAN environment over dial-up lines such as ISDN, printing may not be possible or errors may occur, depending on data transfer rates.

Citrix Presentation Server/Citrix XenApp [Printer driver replication]

Using [Printer driver replication] can distribute printer drivers across all servers in a server farm. We strongly recommend testing this function in your network environment before using it for your work.

- If the printer drivers are not properly copied, install them directly onto each server.

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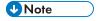
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