KYOCERA mita

FS-C5016N
Color Page Printer

Quick Reference Guide

ECOSYS

Notice

NO LIABILITY IS ASSUMED FOR ANY DAMAGE CAUSED BY IMPROPER INSTALLATION OF THE PRODUCT.

SOFTWARE USED WITH THIS PRINTER MUST SUPPORT THE PRINTER'S NATIVE MODE OR ONE OF ITS EMULATION MODES.

The information in this manual is subject to change without notification. Additional pages may be inserted in future editions. The user is asked to excuse any technical inaccuracies or typographical errors in the present edition.

No responsibility is assumed if accidents occur while the user is following the instructions in this manual. No responsibility is assumed for defects in the printer's firmware (contents of its read-only memory).

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FS-C5016N

Quick Reference Guide

Contents

Guide to the information about the printer

The following documentation and CD-ROM are supplied:

Installation Guide	This guide provides information on installing the printer before starting to use.
Quick Reference Guide (This booklet)	This guide provides common information about the printer such as loading paper, understanding messages, etc.
Operation Guide	This guide is supplied as an online manual (PDF) in the CD-ROM. This guide fully details the information on the printer features, hardware, troubleshooting, printer driver handling, etc.
KX Printer Drivers Operation Guide	This guide is supplied as an online manual (PDF) in the CD-ROM. This guide explains how to install and configure the printer driver.
Software and Document CD-ROMs	These CDs include the printer software for Kyocera Mita printers such as printer drivers, network printer monitors, and various software utilities. Also, these CDs include the Operation Guides and other documents.
Web site	The latest versions of printer drivers and utilities are available for downloading at: http://www.kyoceramita.com/download/

Understanding the Error Messages

These messages appear on the printer's message display when the printer needs the operator's attention. For more details, refer to chapter 4 of the *Operation Guide*.

Message	Corrective Action
`Add paper MPTray`	The paper has run out in the paper source displayed. Supply paper according to the paper source (paper cassettes, MP tray, optional paper feeders, or optional envelope feeder).
	This message is displayed alternately with messages indicating the printer status, such as, `Ready`, `Please wait`, `Processing`, `Waiting`, and `Form Feed Time Out`. If the number of copies to print is 2 or more, only the `Add paper` message is displayed.
`Call service` `    F###:`	`F###` represents a controller error (`#=`0, 1, 2, ...). Call a service. The printer does not operate when this message is displayed.
`Call service` `   ####:0123456`	`####` represents a mechanical error (`#=`0, 1, 2, ...). Call a service. The printer does not operate when this message is displayed. The total number of pages printed is also indicated, e.g. `0123456`.
`Call service` `Person      F0`	This message means an error in data communications between the printer controller and the operator panel. Call a service.
`Cassette #` `not loaded`	The corresponding paper cassette is not installed. Install the cassette. The cassette number can be 1 (topmost) to 4 (bottom).

Message	Corrective Action
`Check waste` `toner box`	This message warns following two cases. Install the new waste toner box. • The waste toner box is not installed. • The waste toner box is almost full.
`Clean printer` `Press GO`	Please clean the inside of the printer. See *Cleaning the Printer* on page 35. This message will be displayed when replacing the toner container after the message `Replace toner C, M, Y, K` is displayed. After cleaning the inside of the printer, press the **GO** key and the printer will be ready for printing. If Auto Continue is set to `On`, printing will be automatically resumed after a preset period of time. For details on Auto Continue, refer to chapter 3 of the *Operation Guide*.
`Close duplexer` `rear unit`	The rear unit of the optional duplexer is open. Close the duplexer rear unit.
`Close duplexer` `top cover`	The top cover of the optional duplexer is open. Close the duplexer top cover.
`Close paper` `transfer unit`	The paper transfer unit is open. Close the paper transfer unit.
`Close` `left cover`	The left cover of the printer is open. Close the printer left cover.
`Close` `rear cover`	The rear cover of the printer is open. Close the printer rear cover.

Message	Corrective Action
`Close` `top cover`	The top cover of the printer is open. Close the printer top cover.
`Duplex disabled` `Press GO`	You attempted to print with a paper size and paper type that cannot be used for duplex printing. Press the **GO** key to print onto one-side of the paper only.
`Face-down tray` `paper full`	The face-down tray has become full (approx. 250 pages). You must remove all printed pages from the face-down tray. When the printer detects that the face-down tray is empty again, the printer will continues printing into the face-down tray.
`File not found` `Press GO`	You have attempted to print a job that is not contained in the specified virtual mail-box, or the specified virtual mailbox is not found. If Auto Continue is set to `On`, printing will be automatically resumed after a preset period of time. For details on Auto Continue, refer to chapter 3 of the *Operation Guide*.
`Format error` `Hard disk`	The hard disk installed in the printer is not formatted, and therefore cannot be read or written. To format the hard disk, follow the procedure in the Installation Guide of the hard disk.
`Format error` `Memory card`	The memory card inserted in the printer is not formatted, and therefore cannot be read or written. To format a memory card, follow the procedure in chapter 3 of the *Operation Guide*.

Message	Corrective Action
`Hard disk err ##` `Press GO`	A hard disk error has occurred. Look at the error code given in place of `##` and refer to chapter 4 of the *Operation Guide*. To ignore the hard disk error, press the **GO** key.
`I/F occupied`	This message is displayed when you attempt to use the printer's operator panel to change the environmental settings on the interface from which data are presently being received.
`ID error`	The user ID entered for a private job, or a stored job is not correct. Check the user ID that you specified on the printer driver.
`Insert the same` `memory card`	You have inserted the wrong memory card when the `Insert again` message was displayed. Remove the wrong memory card from the printer's memory card slot and insert the correct memory card. The printer again reads it from the beginning of the data.
`Install MK`	Replace Maintenance Kit which is displayed on the message display. Replacement of the maintenance kit is necessary at every 200,000 images of printing and requires professional servicing. Contact your Kyocera Mita dealer.

Message	Corrective Action
`KPDL error ##` `Press GO`	Current print processing cannot continue because of occurrence of KPDL error which is categorized by `##`. To print out an error report, display `> Print KPDL err(s)` from the menu system, and select `On`. Press the **GO** key to resume printing. You can abandon printing by the **CANCEL** key. If Auto Continue is set to `On`, printing will be automatically resumed after a preset period of time. For details on Auto Continue, refer to chapter 3 of the *Operation Guide*.
`Load Cassette #` `(A4)/(PLAIN)`[†]	The paper cassette matching the paper size and paper type of the print job is empty. Load paper into the paper cassette indicated by `#`. Press the **GO** key to resume printing. If you want to print from a different paper source, press the ▽ or △ key to display `Use alternative` and you can change the source for paper feeding. After selecting a paper source and pressing the **MENU** key, `Paper Handling >` appears. By pressing the △ key, the paper type settings menu appears. After setting the correct paper type, press the **ENTER** key and printing starts. For details, see chapter 3 of the *Operation Guide*.

Message	Corrective Action
`Load EF` `(A5)/(PLAIN)`†	There is no paper cassette installed in the printer that matches the paper size and paper type of the print job. Set paper in the envelope feeder. Press the **GO** key to resume printing. (Note that feeding the paper having a paper size which does not match the current paper size from the envelope feeder can cause paper jam.) If you want to print from a different paper source, press the $\triangledown$ or $\triangle$ key to display `Use alternative` and you can change the source for paper feeding. After selecting a paper source and pressing the **MENU** key, `Paper Handling >` appears. By pressing the $\triangle$ key, the paper type settings menu appears. After setting the correct paper type, press the **ENTER** key and printing starts. For details, see chapter 3 of the *Operation Guide*.

Message	Corrective Action
`Load MP Tray (A4)/(PLAIN)`[†]	There is no paper cassette installed in the printer that matches the paper size and paper type of the print job. Set paper in the MP tray. Press the **GO** key to resume printing. (Note that feeding the paper having a paper size which does not match the current paper size from the MP tray can cause paper jam.) If you want to print from a different paper source, press the $\triangledown$ or $\triangle$ key to display `Use alternative` and you can change the source for paper feeding. After selecting a paper source and pressing the **MENU** key, `Paper Handling >` appears. By pressing the $\triangle$ key, the paper type settings menu appears. After setting the correct paper type, press the **ENTER** key and printing starts. For details, see chapter 3 of the *Operation Guide*.
`Memory card err Insert again`	The memory card is accidentally removed from the printer's memory card slot during reading. If you continue reading the memory card, insert the same memory card into the slot again. The printer again reads it from the beginning of the data. Also see `Insert the same memory card`.

Message	Corrective Action
`Memory overflow` `Press GO`	The total amount of data received by the printer exceeds the printer's internal memory. Try adding more memory. Press the **GO** key to resume printing. You can abandon printing by the **CANCEL** key. If Auto Continue is set to `On`, printing will be automatically resumed after a preset period of time. For details on Auto Continue, refer to chapter 3 of the *Operation Guide*.
`MemoryCard err##` `Press GO`	A memory card error has occurred. Look at the error code given in place of `##` and refer to chapter 4 of the *Operation Guide*. To ignore the memory card error, press the **GO** key.
`Missing` `duplex drawer`	The duplex drawer is either not installed or incorrectly inserted. Insert the duplex drawer securely.
`Paper jam` `###############`	A paper jam has occurred. The location of the paper jam is indicated in place of the `#`'s. For details, see *Clearing Paper Jams* on page 22.
`Paper path error`	There is no paper cassette in the feeder, or the cassette is not inserted properly. After reinserting the paper cassette, you should be able to print. When two or more optional feeders are installed and the lowest one is selected, the same message will appear if any of the upper paper feeder and the printer cassette is improperly installed.

Message	Corrective Action
`Print overrun` `Press GO`††	The print job transferred to the printer was too complex to print on a page. Press the **GO** key to resume printing. (The page may break in some pages.). You can abandon printing by the **CANCEL** key. If Auto Continue is set to `On`, printing will be automatically resumed after a preset period of time. For details on Auto Continue, refer to chapter 3 of the *Operation Guide*.
`RAM disk error##` `Press GO`	A RAM disk error has occurred. Look at the error code given in place of `##` and refer to chapter 4 of the *Operation Guide*. To ignore the RAM disk error, press the **GO** key.

`Replace toner`
`C, M, Y, K`
 	
⬇ ⬆
 	
`Replace toner`
`Clean printer`
	Two message items are displayed alternately. Toner has run out in the toner container(s). Replace the toner container using a new toner kit for the particular color. The printer does not operate when this message is displayed.
	
	For example, if `Replace toner C,K` is displayed, replace the cyan and the black toner containers.

`Set paper` `Press GO`	The MP tray is out of paper. Load paper and press the **GO** key. (Note that feeding the paper having a paper size which does not match the current paper size from the MP tray can cause paper jam.)
`Toner low` `C, M, Y, K`	Replace the toner container using a new toner kit. Color of the toner container that needs to be replaced is represented by `C` (Cyan), `M` (Magenta), `Y` (Yellow), and `K` (Black).

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Message	Corrective Action
`Virtual mailbox full`	The storage area in the hard disk for the virtual mailboxes is full. Print out accumulated jobs in the virtual mailboxes.
`Warning low memory`	The printer's internal memory is running low due to too many numbers of fonts and macros downloaded. Try deleting unnecessary fonts and macros.

†   Messages separated by '( )/( )' are displayed alternately.
†† After this error has happened, page protect mode will be automatically turned on. To maintain optimum use of memory during printing, we recommend you manually turn off page protect mode. See chapter 3 of the *Operation Guide*.

Loading Paper

Fan the media (paper/transparencies), then tap it on a level surface to avoid media jams or skewed printing.

Caution
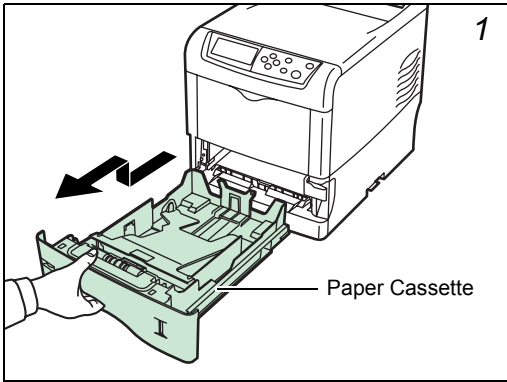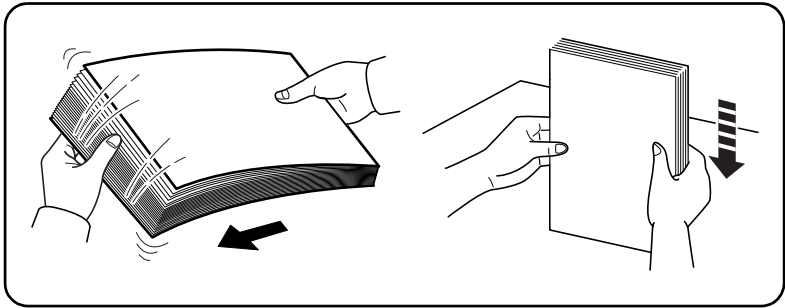
1 **Loading paper into the cassette**

Pull the paper cassette all the way out of the printer.
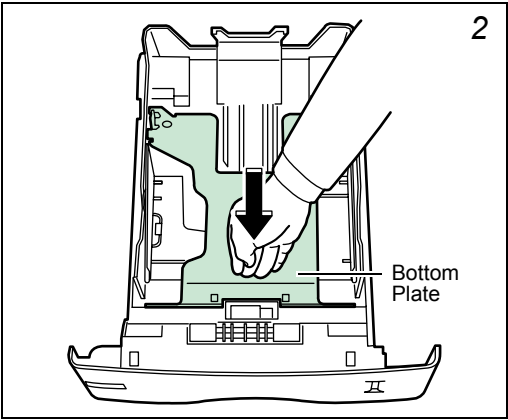
Paper Cassette

2 Push the bottom plate down until it locks.

Bottom Plate

Standard paper sizes are attached to the inside of the paper cassette as shown in the following figure.

Paper Size Dial   Paper Size Window
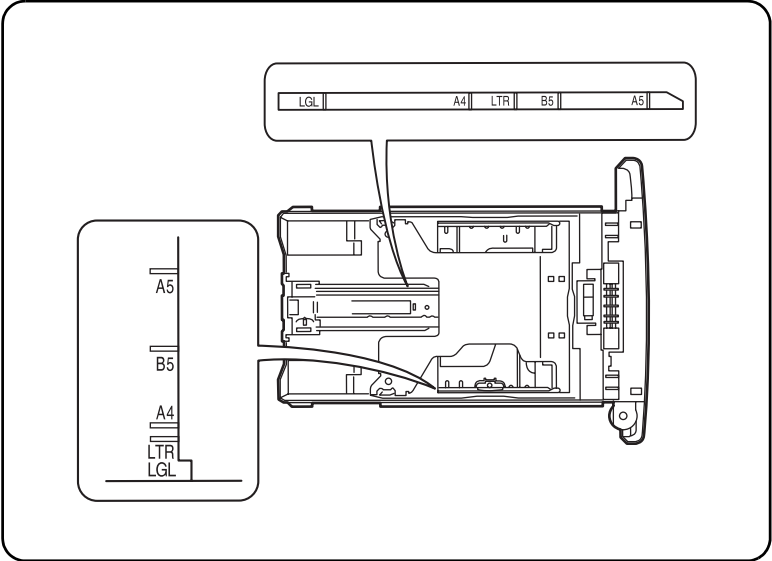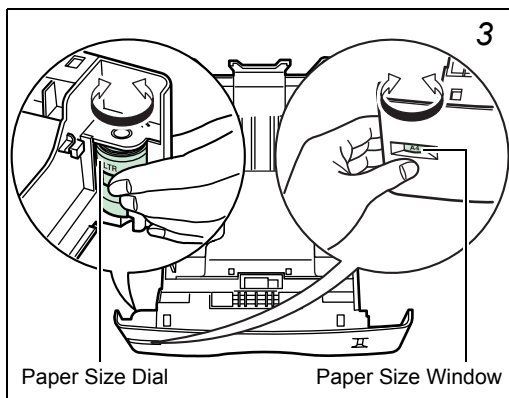
3 Turn the paper size dial so that the size of the paper you are going to use appears in the paper size window.

Note *When the paper size dial is set to **OTHER** the paper size must be set into the printer on the operator panel. See chapter 3 of the Operation Guide.*

Release Lever
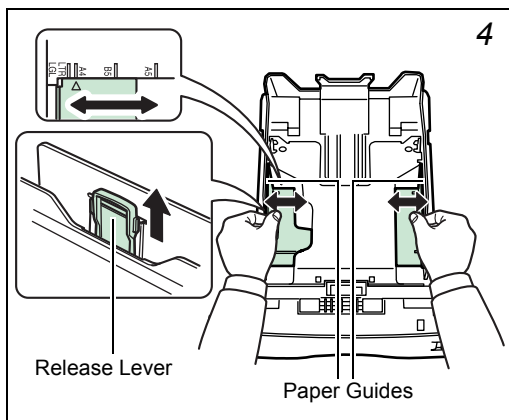
Paper Guides

4 Adjust the position of the paper guides located on the left and right sides of the paper cassette. Pull the release lever on the left side guide and slide to the desired paper size.

Release Lever
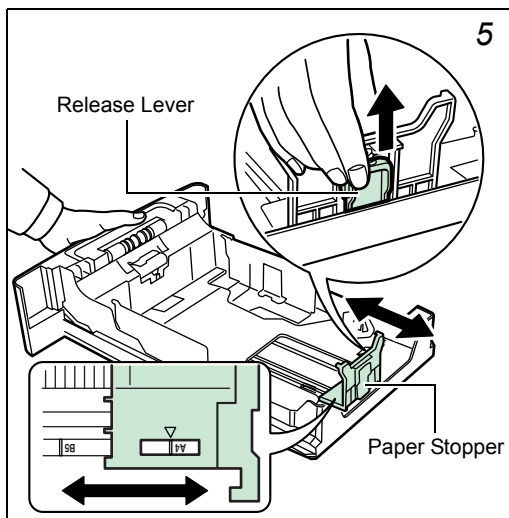
Paper Stopper

5 Adjust the position of the paper stopper located at the rear of the paper cassette. Pull the release lever and slide the paper stopper to the desired paper size. When shipped from the factory, the paper cassette is set to A4 size.

When using non-standard size paper, move the paper guides and paper stopper all the way out, insert the paper, then adjust the paper guides and paper stopper to the size of the paper. Adjust them so that they are in light contact with the paper.
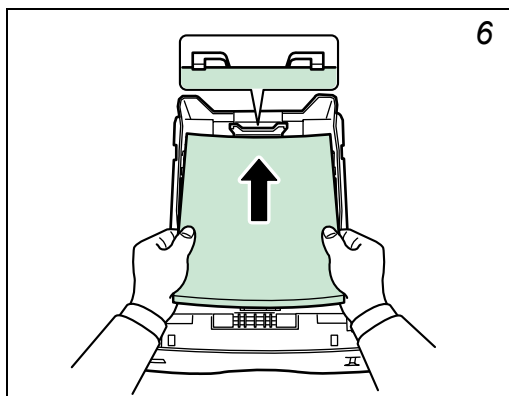
6 Slide the paper into the paper cassette.

- *Do not load more paper than will fit under the load limits on the paper guides.*

- *The paper cassette will hold approximately 500 sheets of paper with a 80 g/m² (21 lb.) basis weight, or with a thickness of 0.11 mm.*

Load Limit

Load Limit
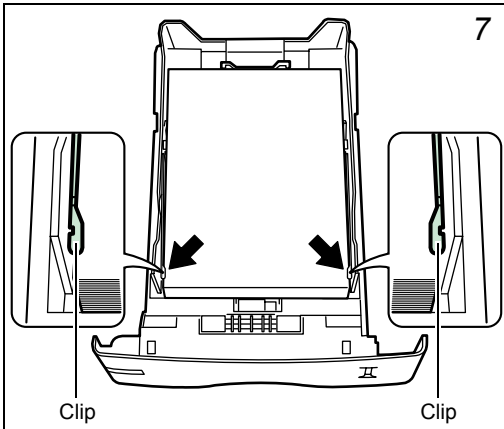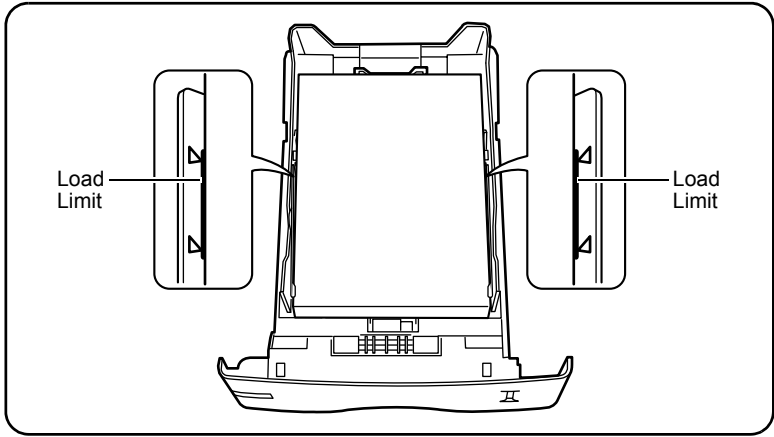
7 Set the stack of paper so that it is under the clips as shown.

Clip

Clip
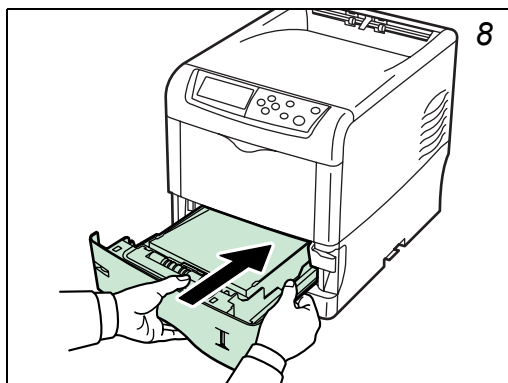
8 Insert the paper cassette into the slot in the printer. Push it straight in as far as it will go.

There is a paper gauge on the right side of the front of the paper cassette to indicate the remaining paper supply. When paper is exhausted, the pointer will go down to the level of ⌊⌋ (empty).

Paper Gauge

19
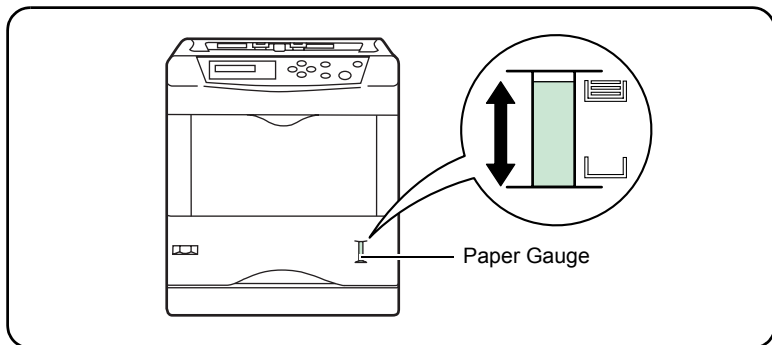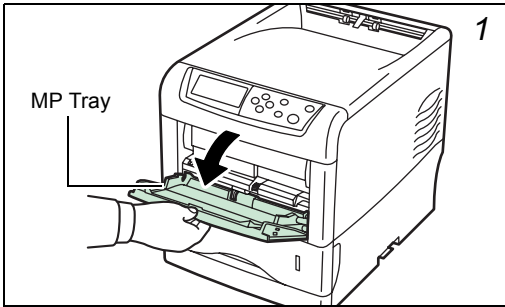
1 **Loading paper into the MP (Multi-Purpose) tray**

Pull the MP tray towards you until it stops.
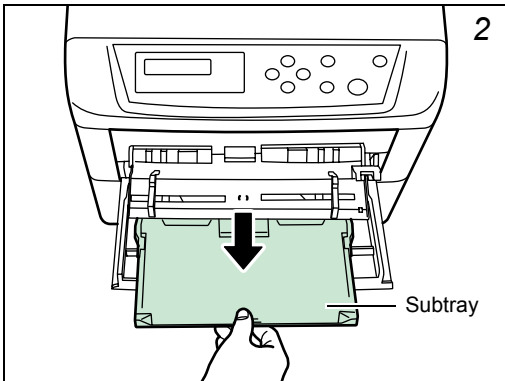
MP Tray

2 Pull out the sub-tray.

Subtray
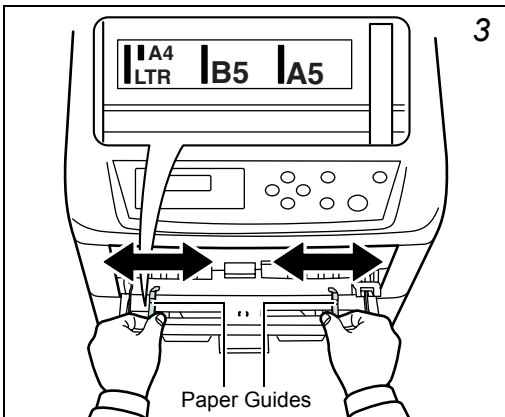
3 Adjust the position of the paper guides on the MP tray. Standard paper sizes are attached to the MP tray. For standard paper sizes, slide the guides to the position marked correspondingly.

A4 LTR   B5   A5
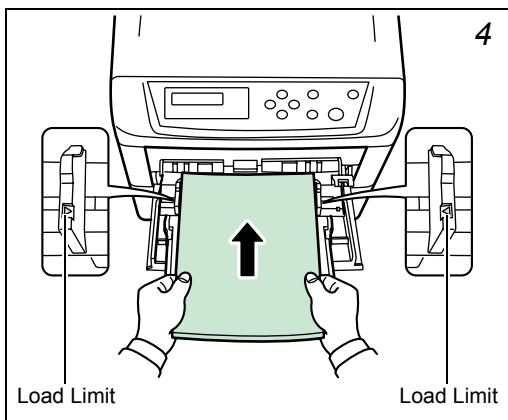
Paper Guides

4 Align the paper
with the paper
guides and insert
as far as it will go.

Load Limit   Load Limit

Note

- *Do not load more paper than will fit under the load limits on the inside of the MP tray.*

- *If the paper is considerably curled in one direction, for example, if the paper is already printed on one side, try to roll the paper in the opposite direction to counteract the curl. Printed sheets will then come out flat.*

Collect		
Incollect		

Clearing Paper Jams

The figure below is a simplified diagram showing the paper paths in the print system. You can clear paper jams easily and quickly if you become familiar with the paper paths and locations of potential jams.

Duplex unit
DU-300

Paper Feeder
PF-60
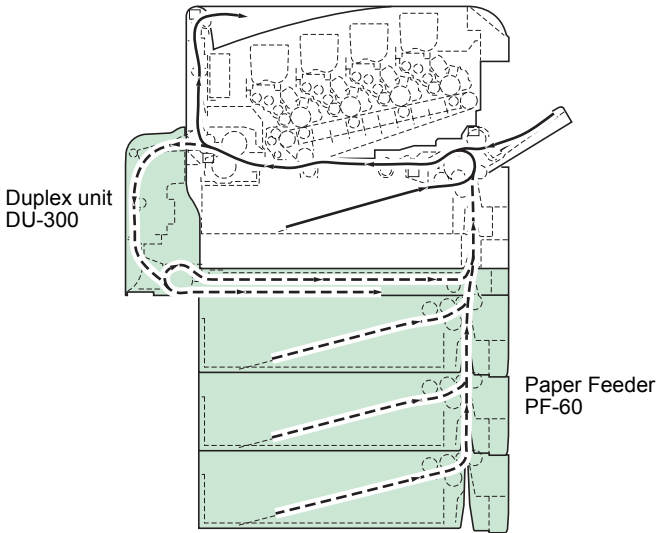
Depending on the indication on the message display, proceed as follows:

When pulling the paper, pull it gently so as not to tear it. Torn pieces of paper are difficult to remove and may be easily overlooked, deterring the jam recovery.

Caution

Jam at the Paper Cassette
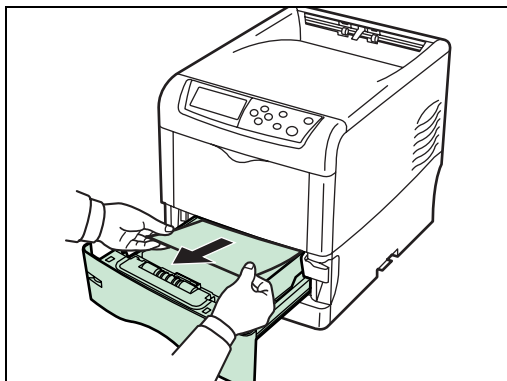
Pull out the paper cassette and remove the jammed paper.

If paper is jammed at the standard paper cassette (Cassette 1), open and close the paper transfer unit (the paper jam error will be reset).

Jam at the Paper Transfer Unit
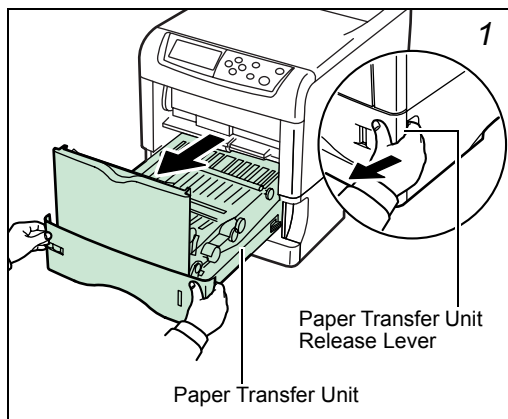
1

While pulling the green paper transfer unit release lever, pull out the paper transfer unit.

Paper Transfer Unit Release Lever

Paper Transfer Unit

A 2

Registration Roller
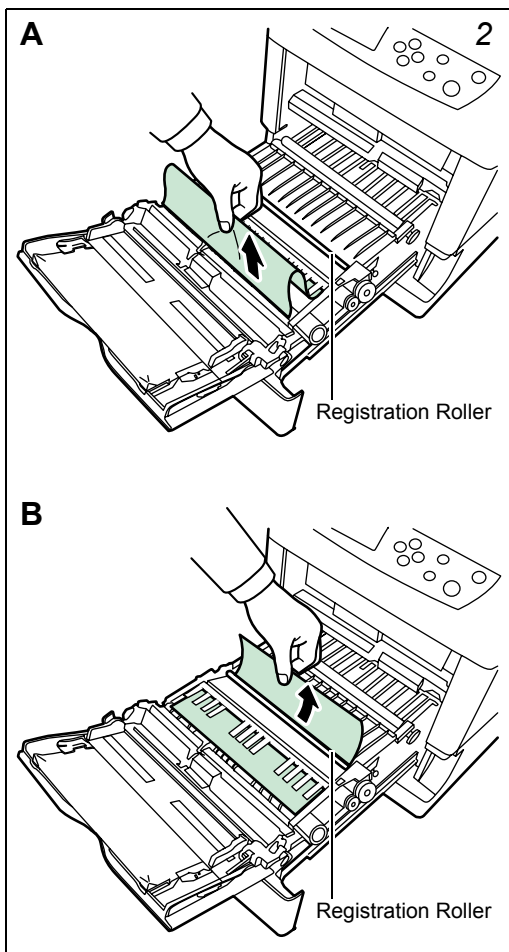
If paper is jammed as shown in **A**, remove the paper by pulling the center up.

B

Registration Roller

If paper is jammed as shown in **B**, remove the paper by pulling the edge.

Jam at the Rear Cover
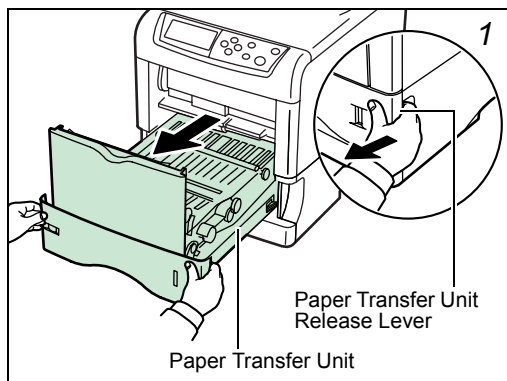
1 While pulling the green paper transfer unit release lever, pull out the paper transfer unit.

Paper Transfer Unit Release Lever

Paper Transfer Unit
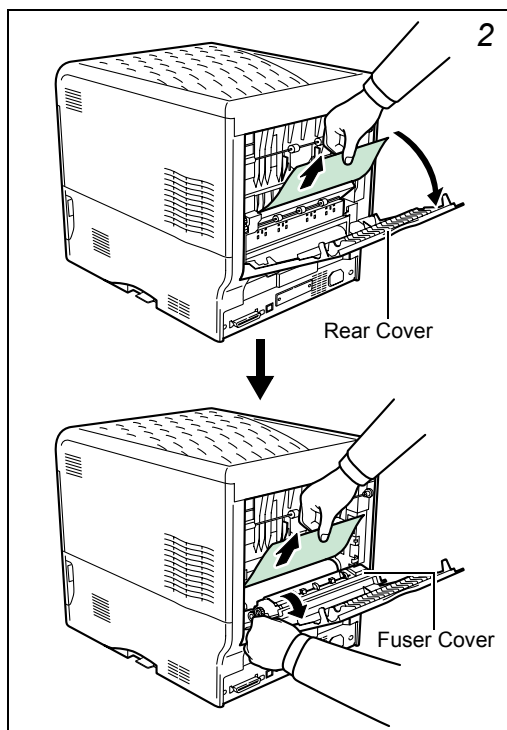
2 Open the rear cover and then the fuser cover, and remove the jammed paper.

Rear Cover

Fuser Cover

Push the paper transfer unit back in and close the fuser cover and rear cover.

Jam at the MP Tray
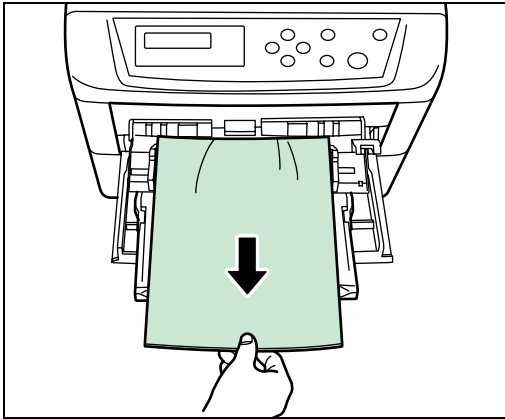
Remove the paper jammed at the MP tray.

Open and close the paper transfer unit (the paper jam error will be reset).

Toner Container Replacement

The life of the toner containers depends on the amount of toner required to accomplish your printing jobs. When 5 % coverage (a typical business document) of individual toner colors is assumed for A4 or letter size, the average life of each toner container is as follows[†]:

Black	8,000 pages
Cyan	8,000 images
Magenta	8,000 images
Yellow	8,000 images

Replace the toner container when the printer displays, for example:

```
Toner low
C
```

This is the first caution. Note the replacement is not always necessary at this stage. Replace the toner container immediately when the printer displays:

```
Replace Toner
C
```

---

† Excluding the starter toner containers.

Replacing the Toner Container

> **Note** *You do not have to turn printer power off before starting the replacement. Any data that may be under printing process will be deleted if you turn printer power off.*

To replace the toner container, first make sure of the color of the toner container requiring replacement according to the message display. In this example, it is assumed that you are replacing the black toner container.
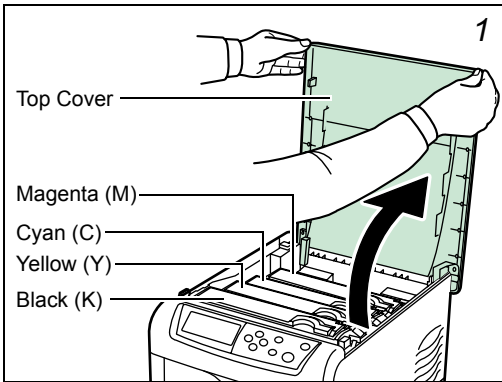
1 Top Cover — Magenta (M) — Cyan (C) — Yellow (Y) — Black (K) —	Open the top cover.
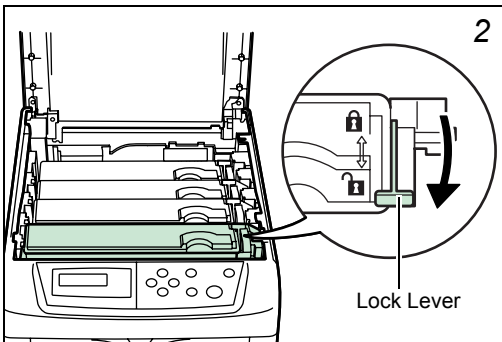
2 Lock Lever	Pull the blue lock lever on the toner container forward towards the unlocked symbol ( ).
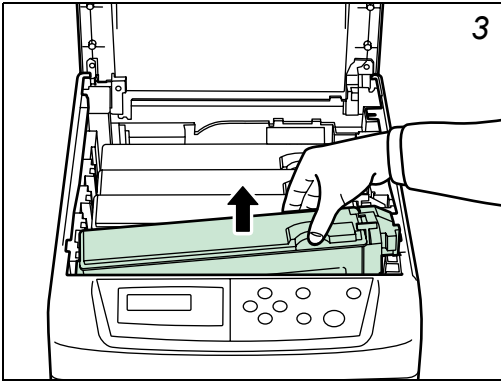
3 Carefully remove the old toner container from the printer.
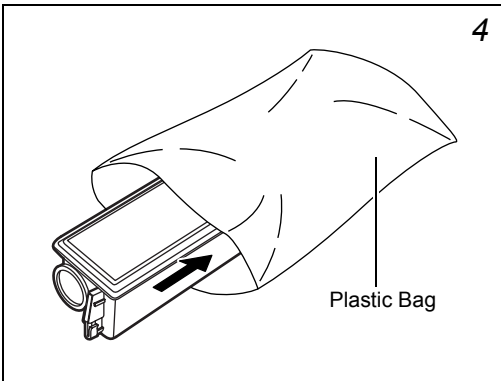
4 Put the old toner container in the plastic bag (contained in the toner kit) and discard it later according to the local code or regulations for waste disposal.

Plastic Bag
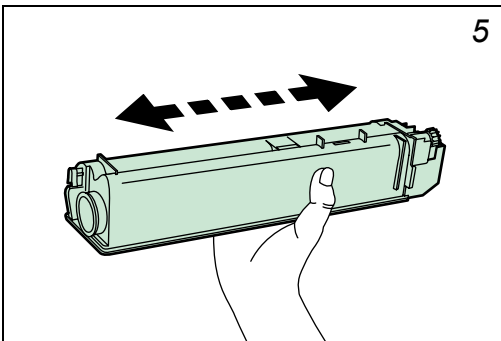
5 Take the new toner container out of the toner kit. Shake the new toner container 5 or 6 times as shown in the figure in order to distribute the toner evenly inside the container.

29
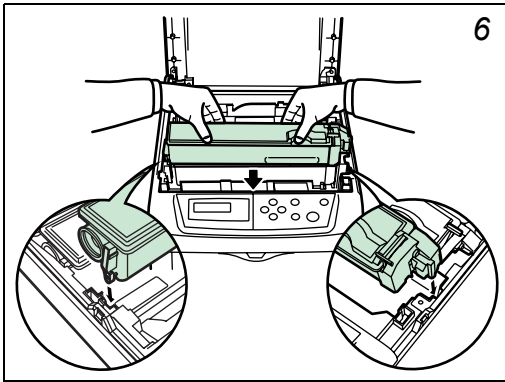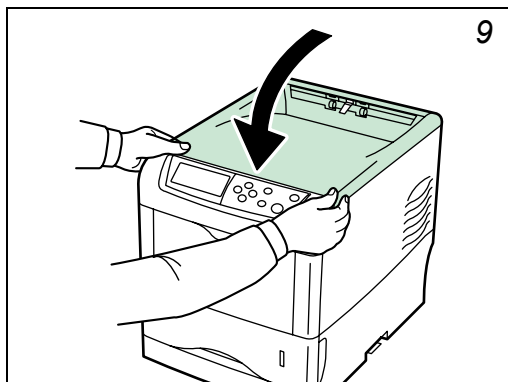
6 Set the new toner container in the printer as shown in the figure.
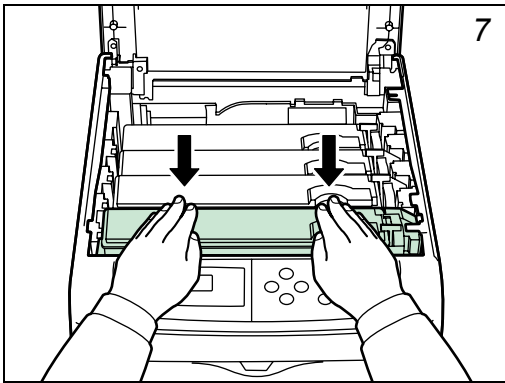
7 Push down on the top of the toner container to install it firmly in place.
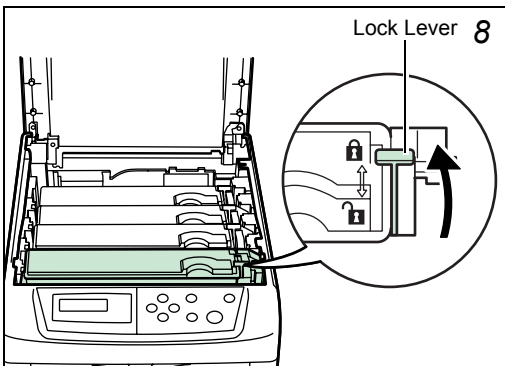
Lock Lever *8* Push the blue lock lever on the toner container back towards the locked symbol (🔒) as far as it will go.

To replace the other color toner containers, use the same procedure above.

9 Close the top cover.

When the toner container has been replaced, proceed to the next section.

Replacing the Waste Toner Box

Replace the waste toner box each time you replace the toner container. A new waste toner box is included with the toner kit. The printer will not operate without replacing the waste toner box.

Left Cover

1
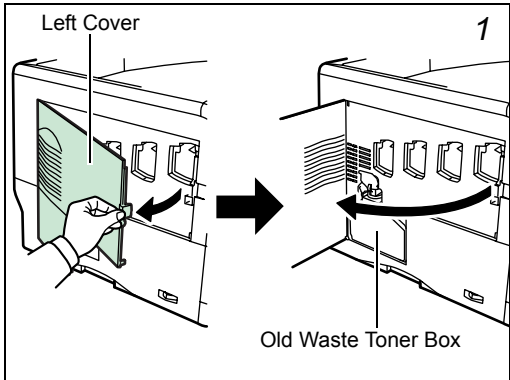
Old Waste Toner Box

Open the left cover.

2
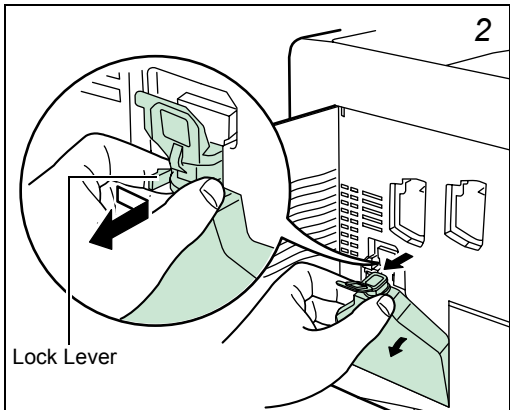
Lock Lever

While holding the waste toner box, press the lock lever and then gently remove the waste toner box.

Note *Remove the waste toner box as gently as possible so as not to scatter the toner inside. Do not let the opening of the waste toner box face downward.*
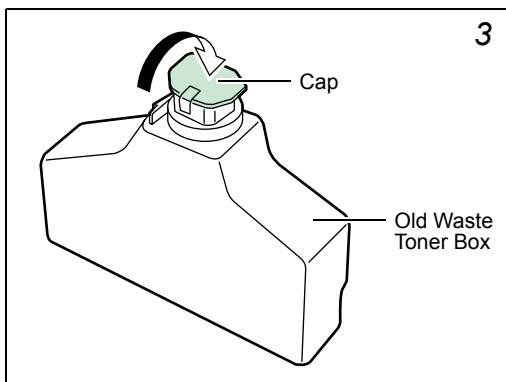
3 Close the cap to the old waste toner box after removing the box from the printer.
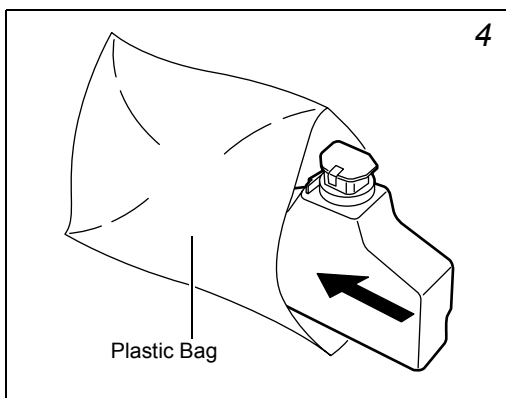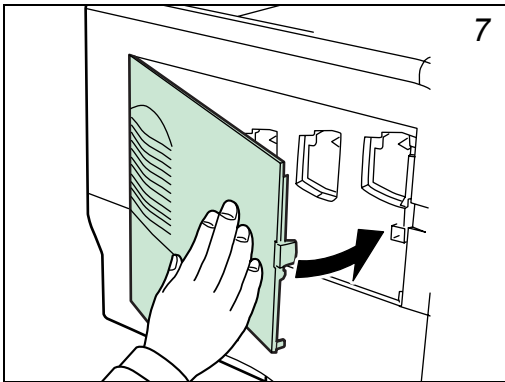

4 To prevent toner from spilling, put the old waste toner box in the plastic bag (contained in the toner kit) and discard it later according to the local code or regulations for waste disposal.
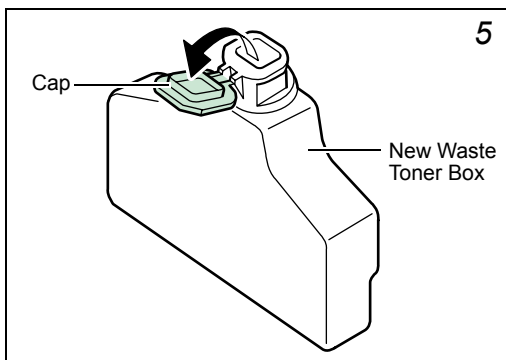
5 Open the cap of the new waste toner box.
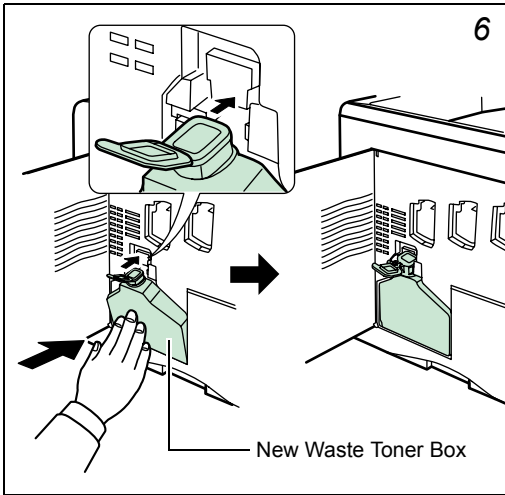
6 Insert the new waste toner box as shown in the figure. When the box is set correctly, it will snap into place.

New Waste Toner Box

7 Make sure that the waste toner box is correctly inserted and close the left cover.

The printer parts must be cleaned when replacing the toner container. See *Cleaning the Printer* on page 35.

When the toner container is replaced, reset the toner counter (see chapter 3 of the *Operation Guide*).

Cleaning the Printer

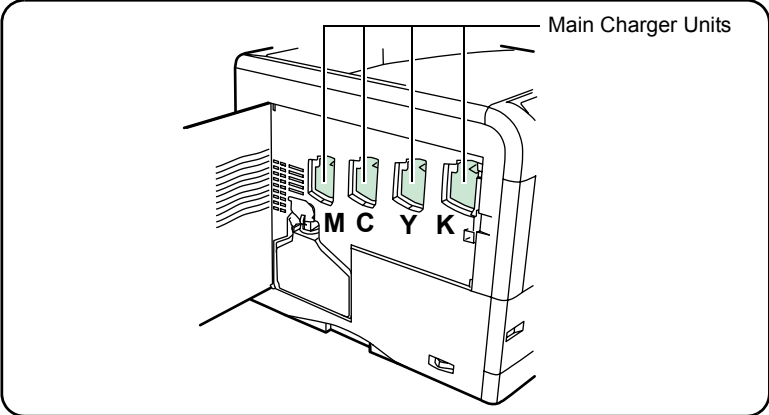The following parts must be cleaned each time the toner container is replaced:

- Main charger wire
- Main charger grid
- Registration roller

In addition to this, it is recommended that the main charger wire and registration roller are cleaned periodically at least once a month.
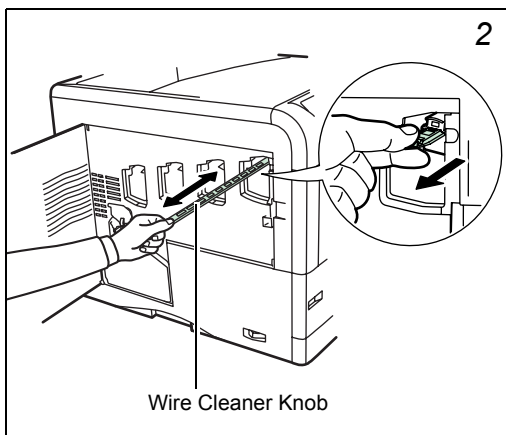
Cleaning the Main Charger Unit

The main charger units need to be cleaned periodically as they get contaminated with dioxide after long usage. Each main charger unit is comprised of two main parts — the wire and the grid — which should be separately as explained below.

There are 4 main charger units, one for each toner container. When performing the cleaning procedure, be sure to clean the main charger unit that corresponds to the toner container that was replaced. The following example explains the procedure to clean the main charger unit for the black toner container.
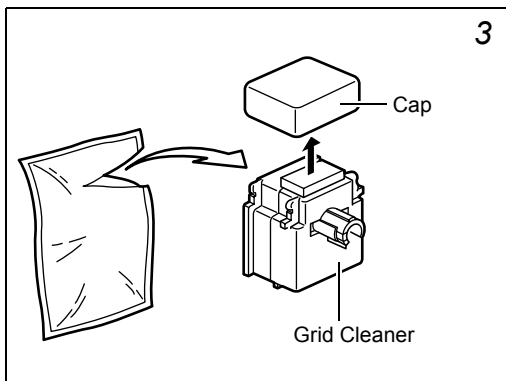
Main Charger Units

M C Y K

Left Cover

1 Open the left cover.

Wire Cleaner Knob

2 **Cleaning the main charger wire** — Grasp the tab of the green wire cleaner knob. Gently pull the wire cleaner out and push it back in. Repeat this 2 to 3 times.

After cleaning, make sure you restore the wire cleaner knob to its home position.

> **Note** *If the wire cleaner knob is not restored to its home position, a band will print along the length of the page.*
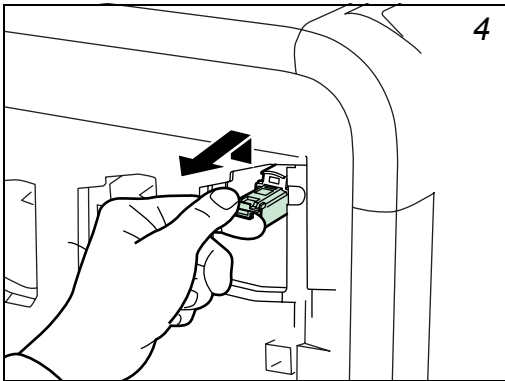

Cap

Grid Cleaner

3 **Cleaning the main charger grid** — Take the grid cleaner out of the toner kit. Take the grid cleaner out of the protective bag and remove the cap.
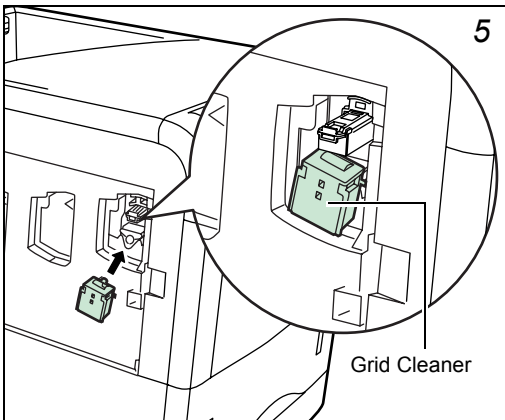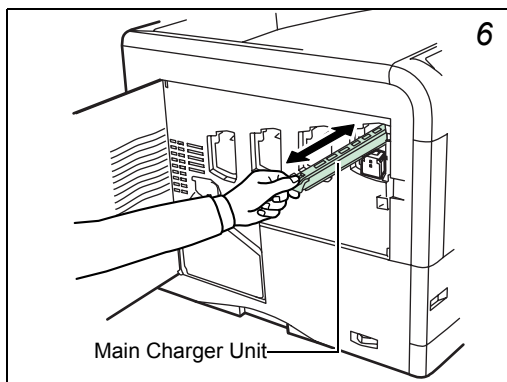
4 Lift up slightly on the main charger unit and pull it out a short distance as shown in the figure.

Grid Cleaner

5 Attach the grid cleaner to the printer with the pad facing up.

6 Gently pull the main charger handle out and push it back in. Repeat this 2 to 3 times. These movements clean the grid.

Main Charger Unit

After cleaning, make sure you restore the main charger unit to its home position.
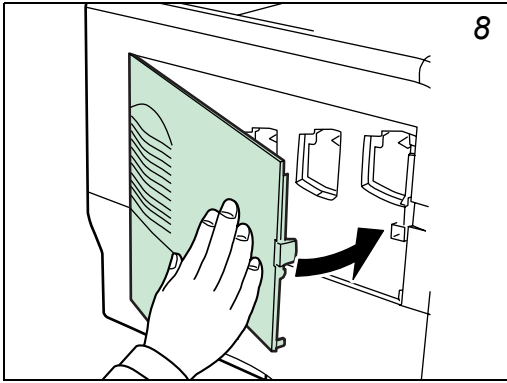
> **Note** *If the main charger unit is not restored to its home position, the corresponding color will be printed over the whole page.*
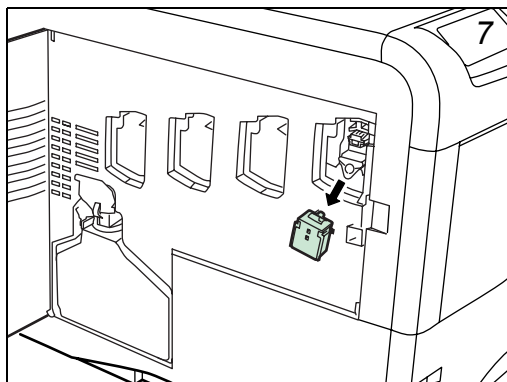
7 After cleaning is finished, remove the grid cleaner from the printer and discard it. The grid cleaner cannot be reused.

Use the same procedure to clean the main charger units for the other toner containers.
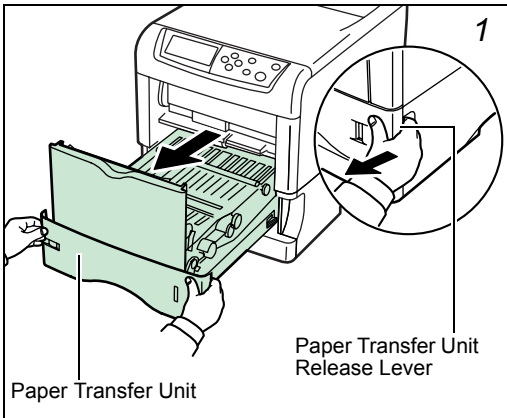
8 Close the left cover.

Cleaning the Paper Transfer Unit

Print problems such as soiling of the reverse side of printed pages may occur if the paper transfer unit becomes dirty. To clean the paper transfer unit:
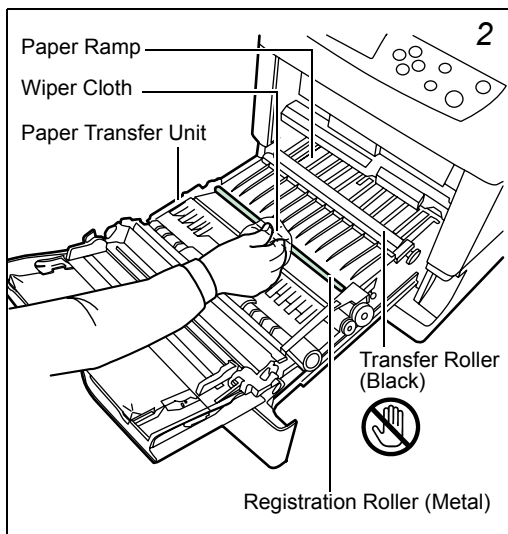
Be careful not to touch the black transfer roller during cleaning as this may adversely affect print quality.

Note

1 While pulling the green paper transfer unit release lever, pull out the paper transfer unit.

Paper Transfer Unit Release Lever

Paper Transfer Unit

Paper Ramp
Wiper Cloth
Paper Transfer Unit
2

Transfer Roller
(Black)

Registration Roller (Metal)

Wipe away the paper dust on the registration roller and the paper ramp using the wiper cloth included in the toner kit.

Push the paper transfer unit back in.

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