Panasonic®

Digital Copier

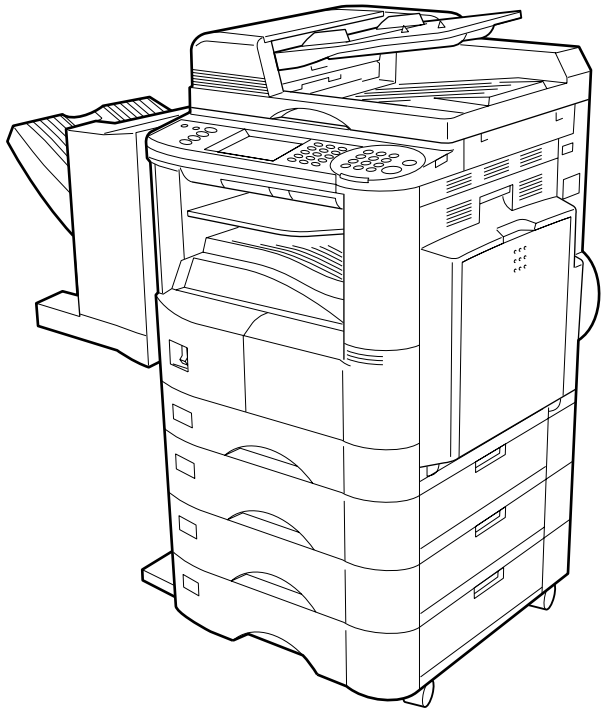
Operating Instructions

(For Panasonic Printing System Ver. 6)

DP-2000/2500/3000

Options

DA-AR250/AS200/DS200/DS205/DS210/DS215/ES200/FG230/FG231/FK200/FK210/FS200/MD200
DA-NE200/PC200/PC210/SM08B/SM16B/SM28B/UC200/XN200/XT200;UE-410047/410048/403171



Before operating this equipment, please read these instructions completely and keep these operating instructions for future reference.

English

Energy Star

The DP-2000/2500/3000 copier complies with Tier 2 of the Environmental Protection Agency's Energy Star Program. This voluntary program specifies specific energy consumption and usage standards for copiers. These copiers will automatically “power down” after a specified period of non-use. The use of these Energy Star compliant copiers will reduce energy consumption and ultimately benefit the environment.

The default functions can be adjusted depending on your office requirements. Please see your authorized Panasonic copier dealer for more details.

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The contents of these Operating Instructions are subject to change without notice.

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Precautions

For U.S.A.

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the Operating Instructions, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interence in which case the user will be required to correct the interference at his/her own expense.

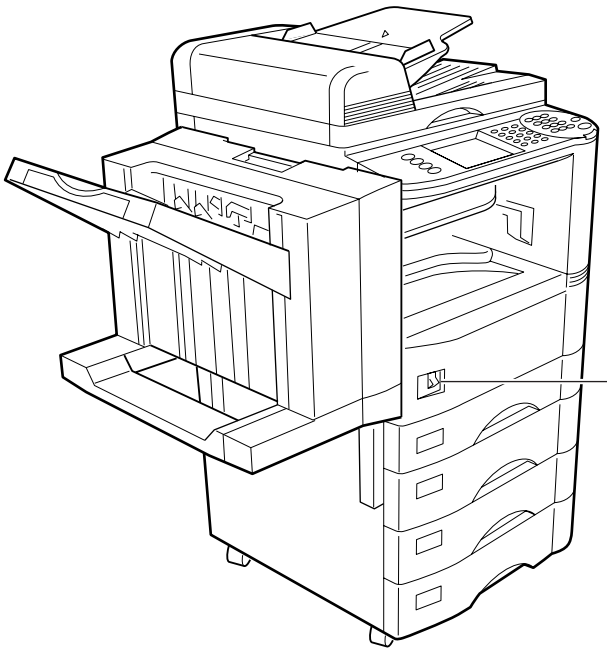
Any unauthorized changes or modifications to this equipment would voide the users authority to operate this device.

■ Read the software license agreement before installing the Printer Driver.

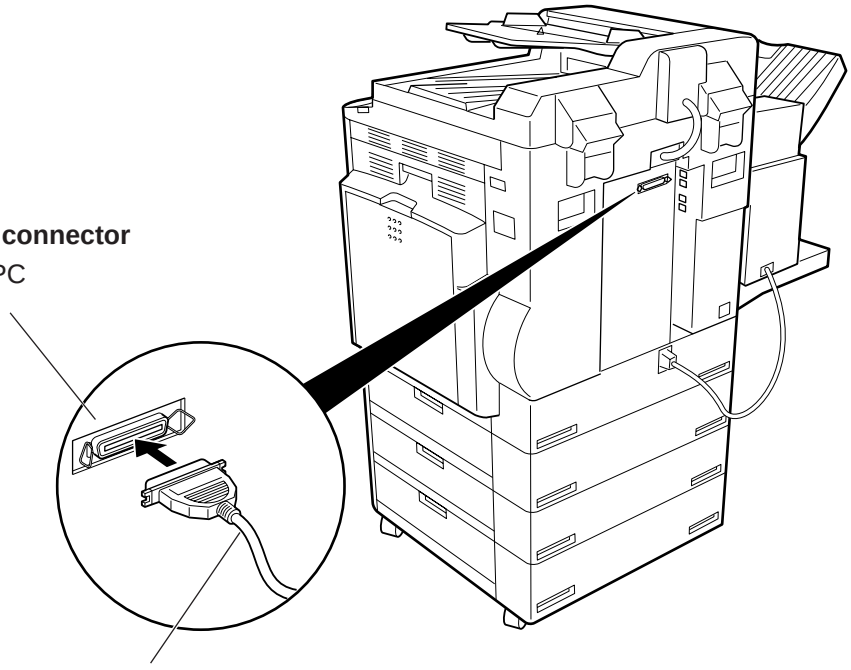
■ Read the following precautions which are found in the Copier Operating Instructions.
- Installation
- Ventilation
- Handling
- Toner and Paper
- For Your Safety

External View and Control Panel

External View



Power switch
- After connecting all cables and Power Cord, turn the power switch ON.

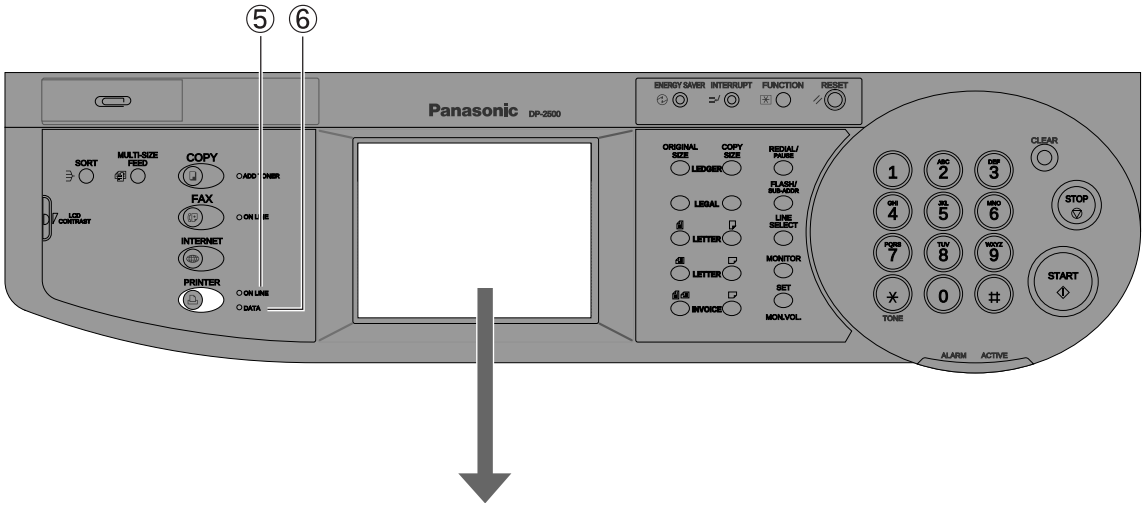


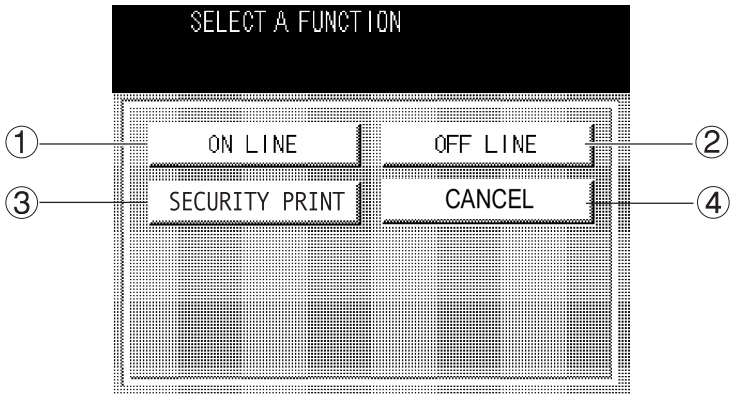
Parallel Interface connector
- Connect to the PC

Parallel interface cable
- (The cable is not supplied with the unit.) Use a cable that meets IEEE1284 specifications, with a maximum length of 20 ft (6m). Consult your authorized Panasonic Copier dealer for more details.

External View and Control Panel

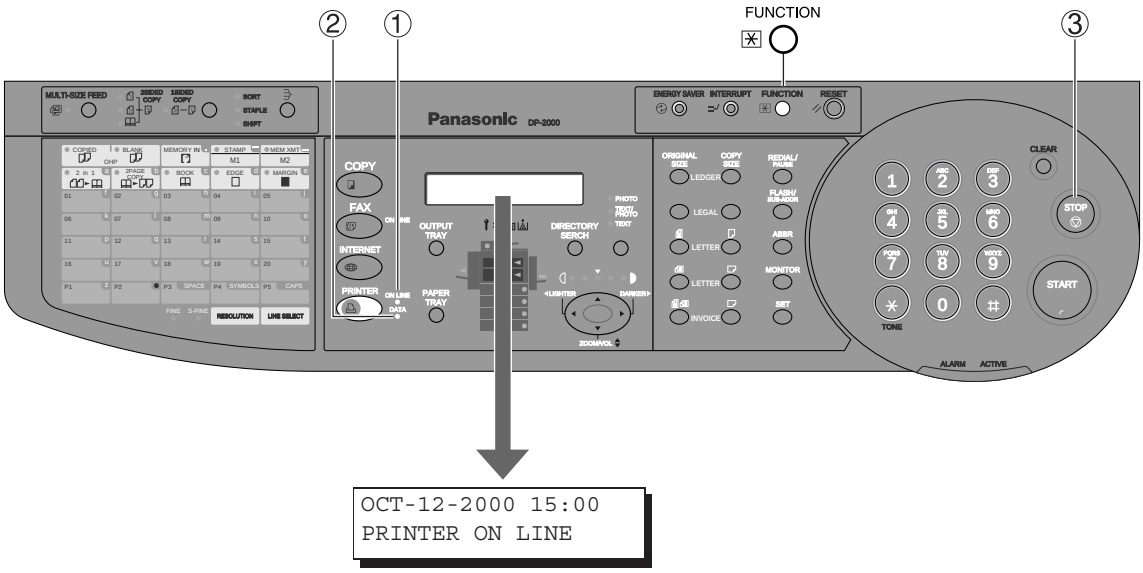
Control Panel (For DP-2500/3000)



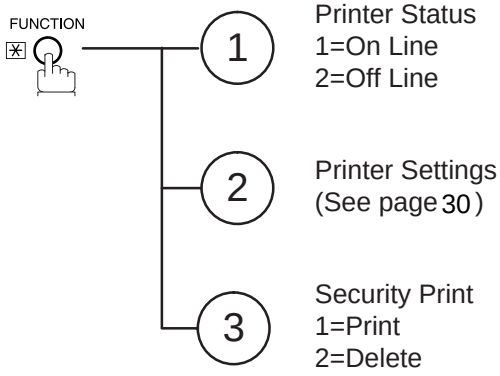


No.	Name	Function
①	ON LINE	Switch the printer from off-line status to on-line status.
②	OFF LINE	Switch the printer to off-line status. (The printer cannot be set off line when the data LED is blinking.)
③	SECURITY PRINT	Used to print or delete the security print data.
④	CANCEL	Used to cancel the print job.
⑤	ON LINE LED	Turned on: Printer is operational online Turned off: Printer is offline
⑥	DATA LED	Turned on: Data is being received from the PC, or printing is under operation. Turned off: Printer is in standby or printing has been completed.

Control Panel (For DP-2000)



No.	Name	Function
①	ON LINE LED	Turned on: Printer is operational online Turned off: Printer is offline
②	DATA LED	Turned on: Data is being received from the PC, or printing is under operation. Turned off: Printer is in standby or printing has been completed.
③	STOP key	Used to cancel the print job.



NOTE

Digital Copier

Printer Section

DP-2000/2500/3000

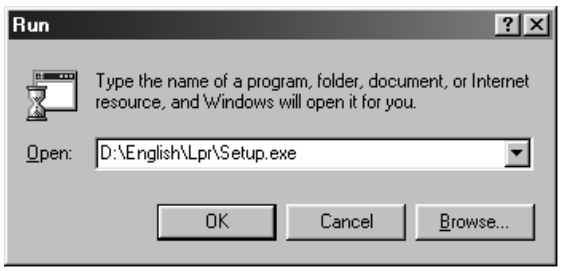
Installation and Configuration (Windows 95/98/Me)

Installing the LPR (Line Printer Remote) Monitor

1

Click on the **Start** button, and click on **Run....**

2

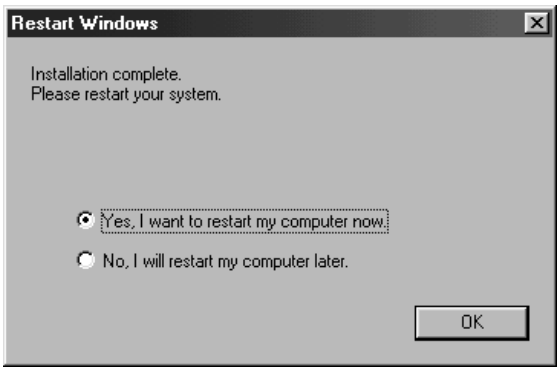


The **Run** dialog box appears.
Insert CD-ROM containing the LPR folder.
In the Open: field, type:
D:\English\Lpr\Setup.exe
(When drive D is CD-ROM drive.)
Click on the OK button.

3

The **Welcome** dialog box appears.
Click on the Next button.

4



The setup program copies the necessary files onto your Hard Disk.
When the setup process is completed, a message is displayed prompting you to restart your computer.

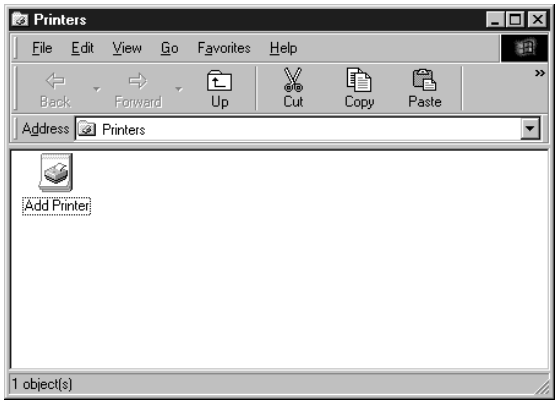
It is recommended that you restart your computer now so that the LPR Monitor is started.
Click on the OK button.

Installing the Printer Driver

1

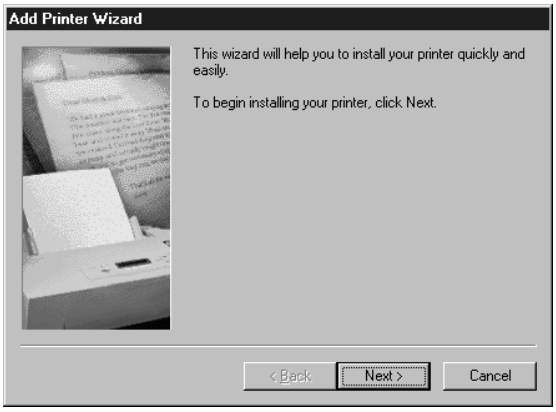
Open the **Printers** dialog box.
①Click the **Start** button.
②Place the cursor on **Settings** and click **Printers.**

2



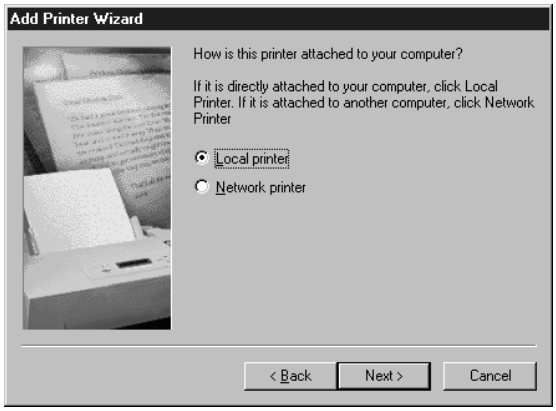
Double-click the **Add Printer** icon.

3



Click the Next button.

4

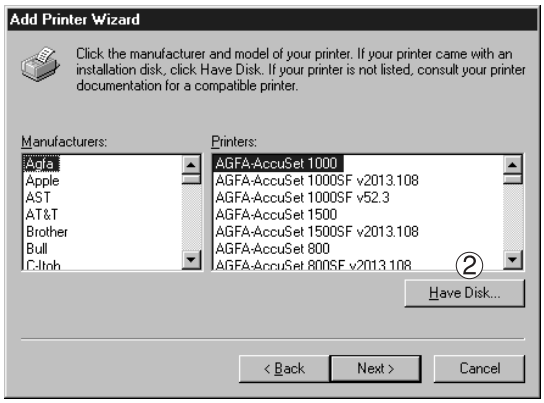


Select **Local printer** and click the Next button.

- Network printer is specified when a printer on the network is installed.
  Refer to the Windows 95/98/Me user's manual for details.
- If you are using the LPR software to connect this device, select **Local printer** at this time. You will change to the correct port later.

Installation and Configuration (Windows 95/98/Me)

5

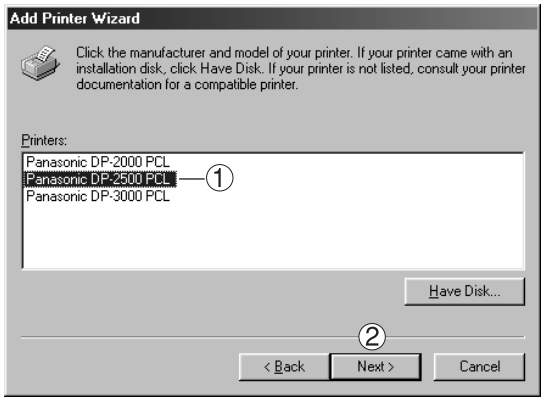


① Insert the CD-ROM containing the printer driver.
② Click the Have Disk... button.

6

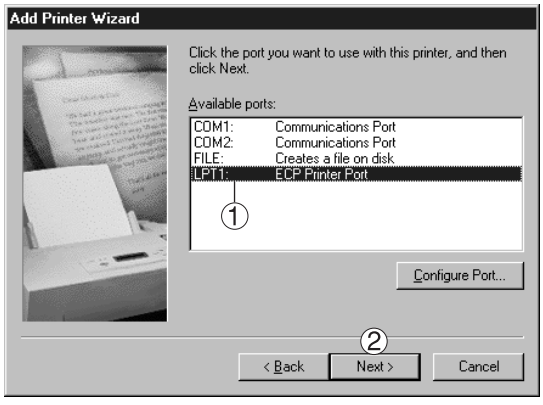
① Specify the drive name and type **D:\ENGLISH\DRIVER\WIN9X**.
(When drive D is the CD-ROM drive.)
② Click the OK button.

7



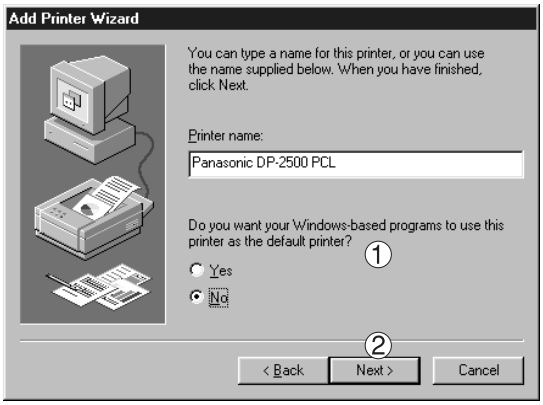
① Select the device (Panasonic DP-2000 PCL , Panasonic DP-2500 PCL or Panasonic DP-3000 PCL).
② Click the Next button.

8



① Select LPT1.
② Click the Next button.

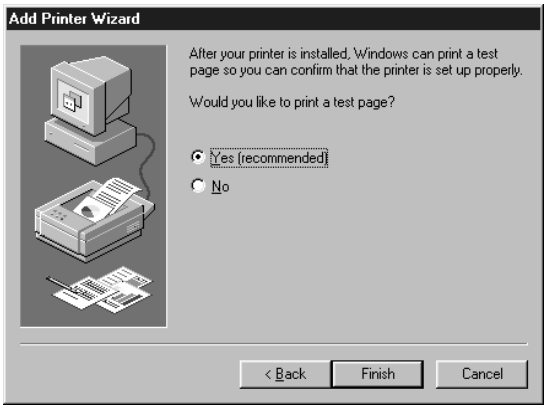
9



① In response to **Do you want your Windows-based programs to use this printer as the default printer?,** select **Yes** or **No.**

② Click the Next button

10



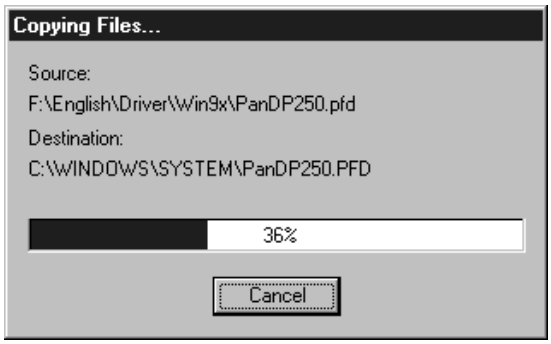
① Select **Yes (recommended)** and click the Finish button.

- Test printing starts.
- Default (initial setting) for paper size is Letter .

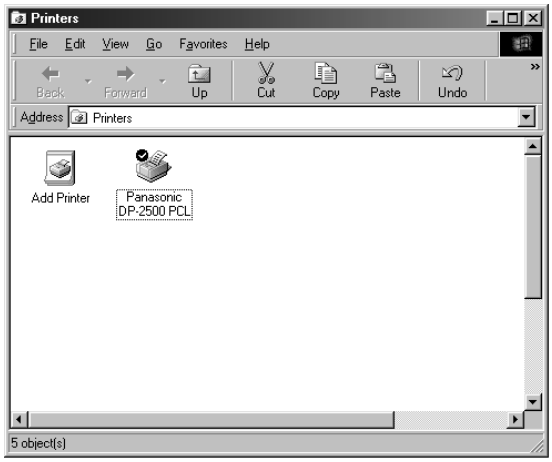
② Select **No** when skipping test printing, and click the Finish button.

Installation and Configuration (Windows 95/98/Me)

11



The required files are copied.

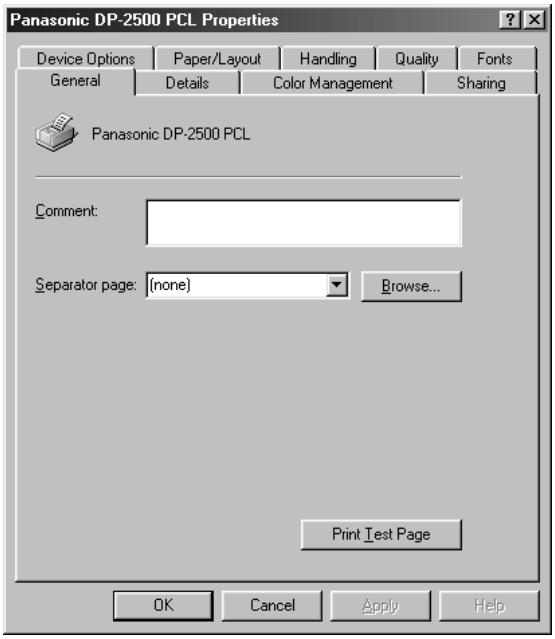


The **Printers** icon is now displayed in the **Printers** folder.

You have completed the installation as a local printer.

If both the PC and the printer are connected on a network, please contact your network administrator for the IP Address of the printer and proceed to the next step.

12



The following step is to Register the LPR Port. for network printing.

Before proceeding, ensure that the Printer is installed, connected to the Network, is turned ON and operating properly.

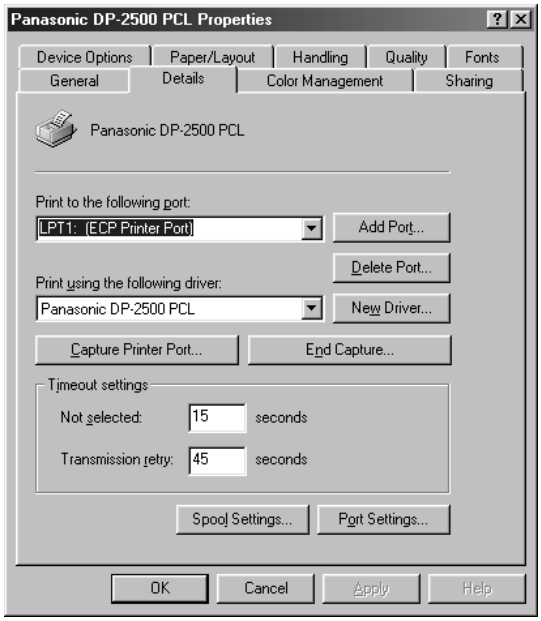
Right-click on the "Panasonic DP-2500 PCL" icon in the Printers folder and select Properties from the pop-up menu.

The Panasonic DP-2500 PCL Properties dialog box appears.

NOTE

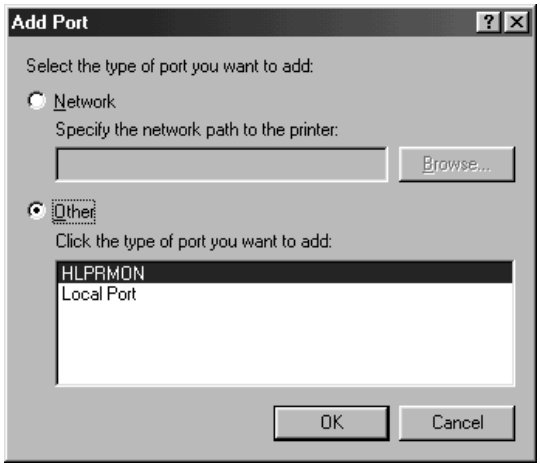
- Be sure to delete the drivers of earlier versions before updating drivers.
- Restart Windows after updating drivers.

13



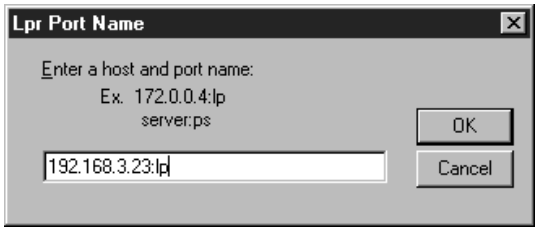
Select the **Details** tab and click on the Add port... button.

14



The Add Port dialog box appears. Click the **Other** radio button, and select **HLPRMON** from "Click the type of port you want to add:" and click on the OK button.

15



The LPR Port Name dialog box appears.
Type the IP Address of the DP-2500 and "lp"as the queue name separated by a ":"

Example: 192.168.3.23:lp

Click on the OK button. If an error occurs because the queue name was already used for the same IP Address, select a unique name such as "lpr".

16

The screen reverts to DP-2500 PCL Properties. Check that the "Print to the following port:"was changed as entered, and click on the **Apply** button first and then on the OK button.

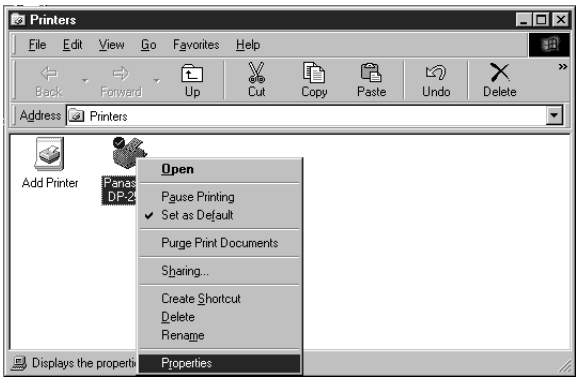
Installation and Configuration (Windows 95/98/Me)

Configuring the Printer Driver Settings

To change the printer settings, open the dialog box of the printer properties by the following steps.

1 Click the **Start** button, place the cursor on **Settings,** and then click **Printers.**

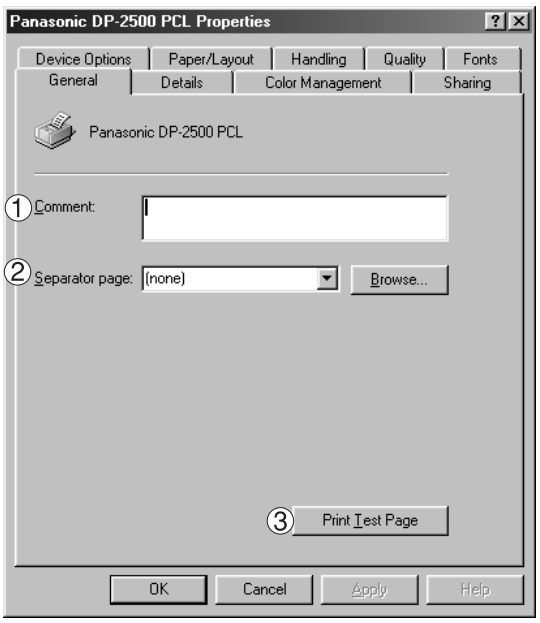
2 Right-click the printer icon in the printers window, and select **Properties** in the dropdown menu. The dialog box for the printer properties appears.



NOTE

- Upon printing, changing the properties **Paper/Layout, Handling, Quality** and **Device Options** is allowed by clicking **Properties** in the print dialog box of an application.
- **Color Management** Tab in the property dialog box is not used for the DP-2000/2500/3000.
- **Sharing** Tab in the property dialog box is not displayed unless printer sharing has been specified.

■ General Tab



① Comment

Enter comments to the properties, if any.
If another user sets up this printer on his or her computer when sharing the printer, the comment specified here will also appear on that computer. However, the comment displayed for an already set-up user will remain unchanged even if the comment is modified later.

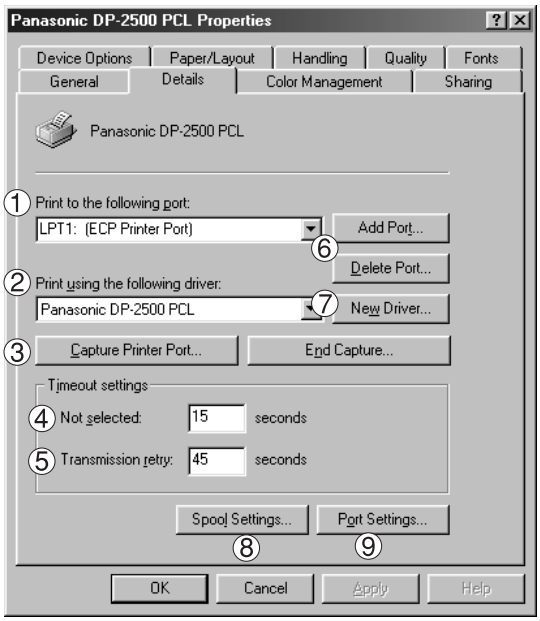
② Separator page

Inserts a separator page for every document to be printed. This feature is useful when multiple users share the same printer or when printing multiple documents at one time. The user can choose between **Full**, which is adorned with graphics, and **Simple** which consists of only text.
To use a specific separator page, click on [Browse...] and then specify any Windows metafile (.WMF) to be used as the separator page.

③ [Print Test Page] button

Prints a test page. This allows the user to verify if the printer is installed properly.

■ Details Tab



① Print to the following port

Displays either the port to which the printer is connected or the path to the network printer.
To change the printing destination, either select the printing destination port from the list or enter the network path here.

② Print using the following driver

Displays the type of the printer driver. Specify the printer being used or a printer model which can be emulated with the printer being used.

③ Capture Printer Port... / End Capture... button

Assigns a port to the network drive or cancels a port assigned to the network drive.

④ Timeout settings - Not selected

Specify the amount of time (in seconds) allowed to elapse before the printer becomes online. If the printer is not online within this duration, an error message will be displayed.

⑤ Timeout settings - Transmission retry

Specify the amount of time (in seconds) allowed to elapse before the printer is ready for printing. If the printer is not ready for printing within this duration, an error message will be displayed.
Increase this value if a timeout error occurs when printing a large document.

⑥ Add Port... / Delete Port... button

Adds/deletes a new port or a new network path.

⑦ New Driver... button

Updates or modifies the printer driver.

⑧ Spool Settings... **button**

Specify the method of sending (spooling) documents from the program to the printer.

Spool Data Type

Select spool data type (EMF format or RAW format). Specifying RAW format results in longer time before placing an application operational after printing on the application.

Note: Spooling by EMF format (metafile compression) may cause the following problems on some application software.

1) Printing result is different from the screen display.
2) Printing requires excessive time.

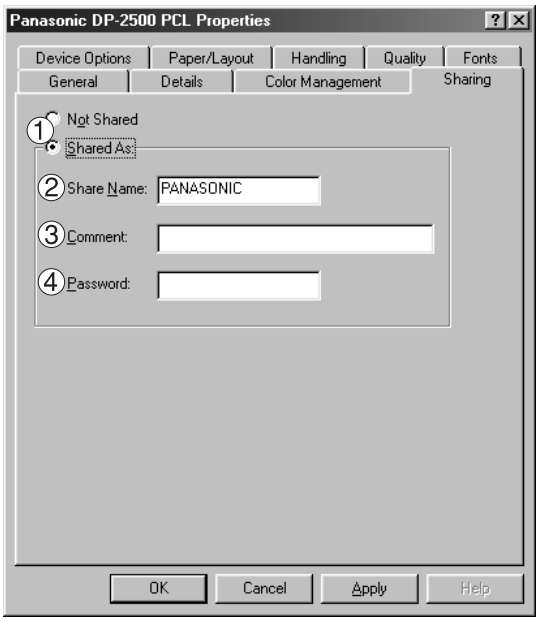
Enable bidirectional support

Be sure to check the check box of "Enable bidirectional support" when installing the status monitor. Printing may be disabled without the checking it.

⑨ Port Settings... **button**

Modifies printer port settings.

■ Sharing Tab



① Not Shared/Shared As

Select whether to display or use this printer with other computers.

② Share Name

Specify the name of the shared printer. The displayed name can be used as it is or a new name may be entered. The name specified at this time will be displayed when other users view information about the printer on the network.

③ Comment

You can enter comment regarding a shared printer (such as the type of printer and the location where it is installed). When other users view information about the printer on the network, the comment specified here will be displayed.

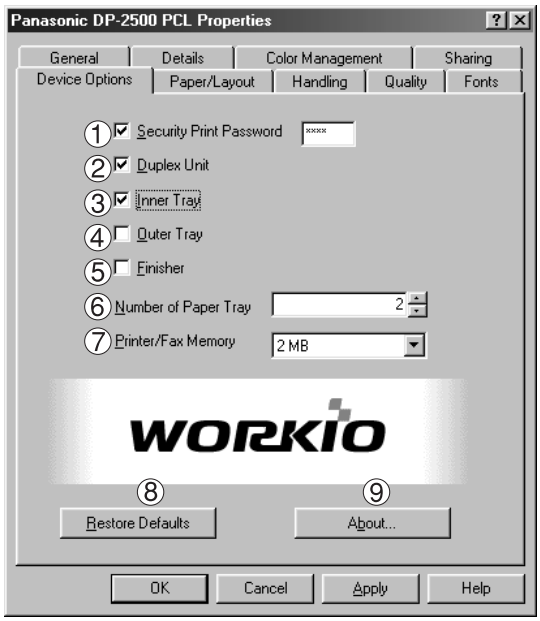
④ Password

Specify a password when other users will connect to this printer.
Leave the box blank in order not to use any password.

NOTE

- **Sharing** Tab in property dialog box is not displayed unless sharing of printer has been specified.

■ Device Options Tab



① Security Print Password

Set the password for Security Print, to enable the feature.

② Duplex Unit (Standard on DP-3000)

Check this checkbox if the Automatic Duplex Unit (DA-MD200) is installed.

③ Inner Tray

Check this checkbox if the Exit Tray (Inner) and the Dual-Path Exit Guide Unit (DA-XN200/FX200) are installed.

Specifying inner bins, Inner 1 and Inner 2, is allowed for printing on the printer.

④ Outer Tray

Check this checkbox if the Outer Tray (DA-XT200) is installed.

Setting of outer option is allowed when inner option is enabled.

⑤ Finisher

Check this checkbox if the 1-Bin Finisher (DA-FS200) is installed.

Setting of outer option is allowed when inner option is enabled. The staple function also is selectable when the outer option is enabled.

⑥ Number of Paper Tray

Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

⑦ Printer/Fax Memory

Select the size of the Expansion Flash Memory Card or whether a Fax Option (2MB) has been installed, to enable Security Print.

⑧ Restore Defaults button

Return all items in the **Device Options** Tab to standard settings (default).

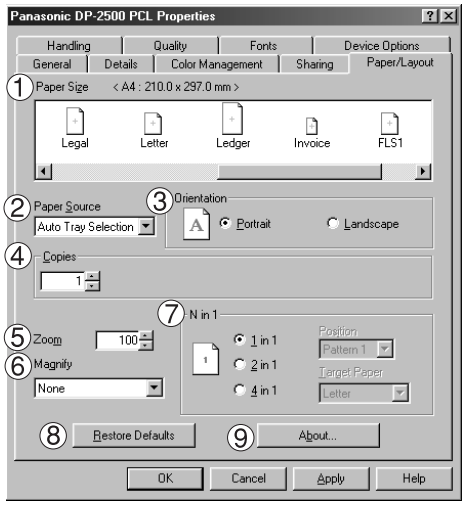
⑨ About... **button**

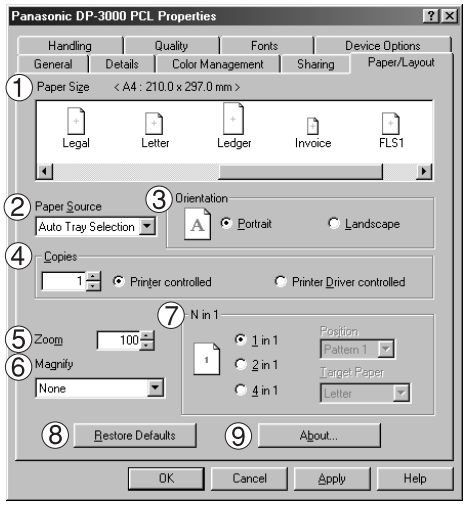
Displays the version information about the printer driver.

NOTE

- **Device Options** Tab is specified in the printer properties.

■ Paper/Layout Tab





① Paper Size

Select a document size.

② Paper Source

Specify where the paper you want to use is located in the machine. If you choose **Auto Selection**, the printer driver will automatically select an appropriate tray according to the Paper Size.

③ Orientation

Select the print orientation (Portrait/Landscape).

④ Copies

Specify the number of copies to be printed. If the number of copies to be printed can be specified within the application, indicate one copy here and specify the number of copies in the Print dialog box of the application.

DP-3000 Driver only

- **Printer controlled**
  The printer controls number of copies. (Prints faster utilizing the Sort Memory of printer.)

  Note: If the Collation can be specified on the application's Print dialog box, make sure it is unchecked in order for this setting to function properly.

- **Printer driver controlled**
  The printer driver controls number of copies. (Prints slower but do not utilize the Sort Memory of printer.)

⑤ Zoom

Specify an enlargement or reduction percentage when printing documents. If enlargement/reduction can be set within the application, indicate 100% here and specify the enlargement/reduction percentage in the Print dialog box of the application.

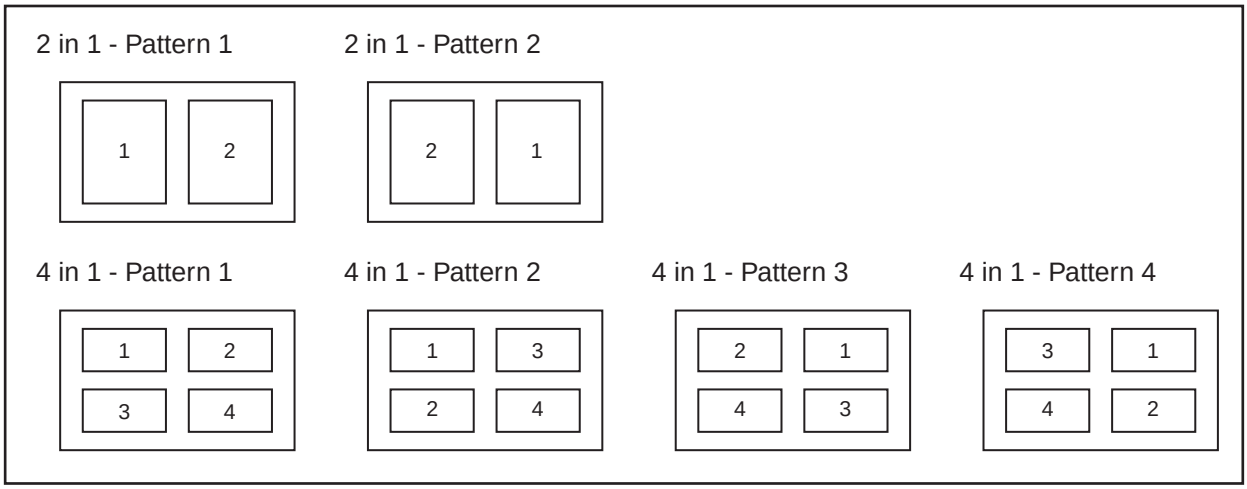
⑥ Magnify

Select a fixed enlargement/reduction ratio according to the paper size. Specifying the magnification ratio changes the Zoom to display the actual enlargement/reduction percentage.

⑦ N in 1

Specify the layout pattern for printing multiple documents on a single sheet of paper.
Selecting 2 in 1 or 4 in 1 changes the Zoom to display the actual enlargement/reduction percentage.

Note: 2 in 1 or 4 in 1 allows the user to select the following layouts under the Position field:



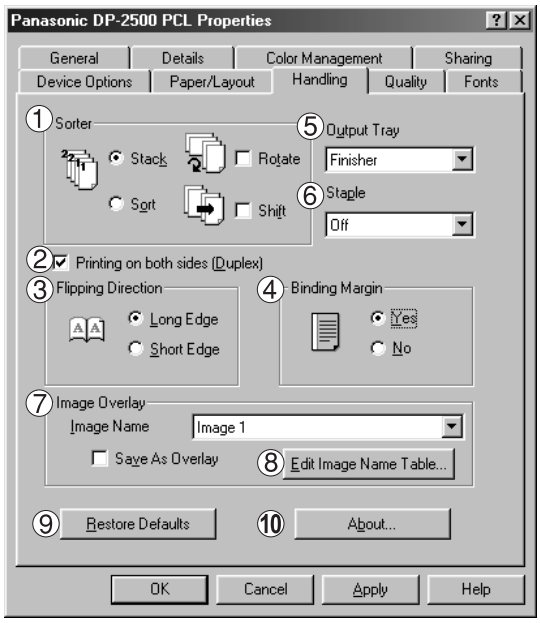
⑧ Restore Defaults button

Return all items in **Paper/Layout** Tab to standard settings (default).

⑨ About... button

Displays the version information about the printer driver.

■ Handling Tab



① Sorter

Select whether to Stack, Sort, Rotate-Sort or Shift-Sort when printing multiple copies.

Note: When the **Staple** is set to On, the **Rotate-Sort** and **Shift-Sort** is not activated even if it is selected.

② Printing on both sides (Duplex)

Select duplex printing for printing on both sides.

Note 1) Duplex Printing is allowed only when the Dual-Path Exit Guide Unit, Paper Transport Unit and Automatic Duplex Unit (DA-FK200/FK210/MD200) are installed.

Note 2) Check [Duplex Unit] check box in **Device Options** Tab.

③ Flipping Direction

Select binding side (Long Edge/Short Edge) for duplex printing.

④ Binding Margin

Select the binding margin upon duplex printing.

The width of binding margin is specified on the main unit. (See page 38 of the Copier Operating Instructions)

⑤ Output Tray

Specify the output destination. (Auto Selection, Inner Tray 1, Inner Tray 2)

Note 1) Output Tray selection is allowed only with Dual-Path Exit Guide Unit, Paper Transport Unit, Exit Tray (Outer) or 1-Bin Finisher (DA-FK200/FK210/XT200/FS200) is installed.

Note 2) Check the [Inner Tray], [Outer Tray] or [Finisher] check boxes in the **Device Options** Tab.

⑥ Staple

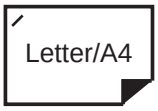
Specifying staple printing is allowed when the output tray is set to Finisher.

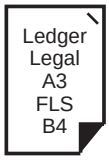
Note 1) Staple printing is allowed only with Electronic Sorting Board (DA-ES200 : For DP-2000 only) and 1-Bin Finisher (DA-FS200) installed.

Note 2) Select "Sort" in the sort menu.

Note 3) Paper is stapled at the top left or at top right. (See table below.)

<table>
<tr><th>Document orientation</th><th>Paper orientation</th><th>Stapling position</th></tr>
<tr><td rowspan="2">
</td><td>
</td><td>Top left
</td></tr>
<tr><td>
</td><td>Top right

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
<tr><td rowspan="2">
</td><td>
</td><td>Top right
</td></tr>
<tr><td>
</td><td>Top left
 

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
<tr><td>
</td><td rowspan="2">
</td><td>Top right
 

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
<tr><td>
</td><td>Top left

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
</table>

⑦ Image Overlay

Select if you want to use the Overlay feature for printing.

Checking the Save As Overlay check box will save the page to be printed as an overlay image to the selected Image Name.

■ **To Save an Overlay Image**

1. Create or open an existing file from your application.
2. When you are ready to save the page as an Overlay Image, from the Menu bar, select **File | Print**.
3. The Print dialog box appears. Select the Panafax facsimile unit printer driver and then click on the **Properties** button.
4. From the printer driver Properties dialog box, click on the **Handling** tab.
5. From the **Image Name** list box, select a desired name from the list.

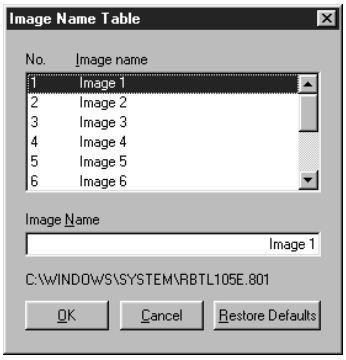
   NOTE: You can edit the image name to better describe the Overlay Image content for future reference by clicking on the Edit Image Name Table... button.
6. Check the **Save As Overlay** check box.
7. Click **OK** to close and save the settings of the printer driver Properties dialog box.
8. Click **OK** from your application's Print dialog box to save the page as an Overlay Image.

■ **To Print a document with an Overlay Image**

1. Create or open an existing file to be printed with your application.
2. When you are ready to print the document, from the Menu bar, select **File | Print**.
3. The Print dialog box appears. Select the Panafax facsimile unit printer driver and then click on the **Properties** button.
4. From the printer driver Properties dialog box, click on the **Handling** tab.
5. From the **Image Name** list box, select a desired Overlay Image from the list.
6. Be sure the **Save As Overlay** check box is not checked.
7. Click **OK** to close and save the settings of the printer driver Properties dialog box.
8. Click **OK** from your application's Print dialog box to begin printing the document with the selected Overlay Image on top of each pages.

⑧ Edit Image Name Table... button

Edit the name of the Overlay Image to better describe its content.



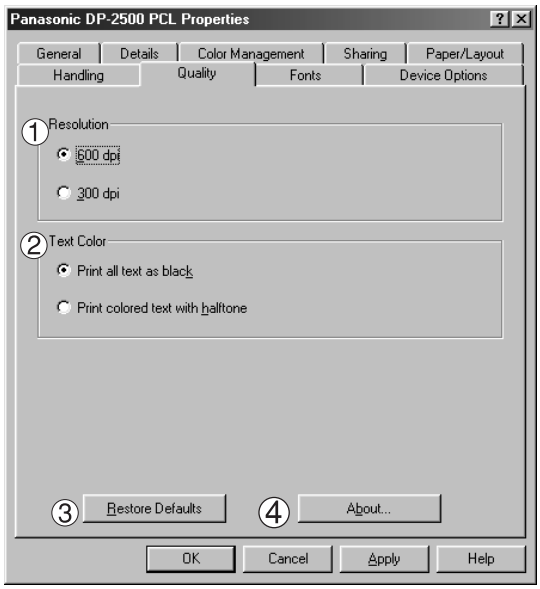
⑨ Restore Defaults button

Return all items in the window to standard settings (default).

⑩ About... button

Displays the version information about the printer driver.

■ Quality Tab



① Resolution

Select the printer resolution (300/600 dpi).

② Text Color

Select the print control of colored text.

- **Print all text as black**
  All colored text is printed as solid black.
- **Print colored text with halftone**
  Colored text is printed using shades of gray.

③ Restore Defaults button

Return all items in the **Quality** Tab to standard settings (default).

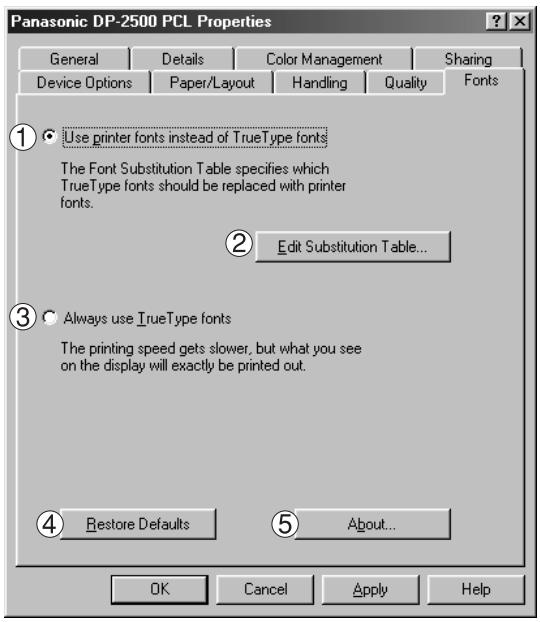
④ About... button

Displays the version information about the printer driver.

NOTE

- **dpi** (dot per inch) means the number of dots contained in one inch. The higher the value is, the higher the resolution becomes.

■ Fonts Tab

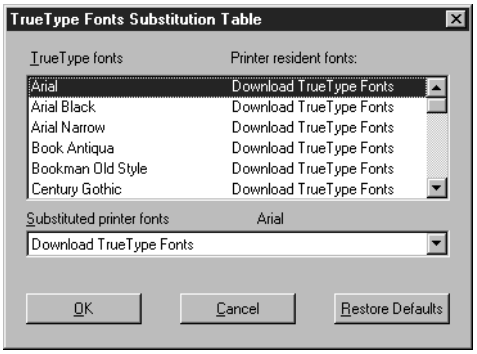


① Use printer fonts instead of TrueType fonts

Prints using printer fonts, substituting for the TrueType fonts used in the original document. The substituting printer font can be set with the Font Substitution Table.

② Edit Substiution Table button

Displays the Font Substitution Table.



In the original setting, the Font Substitution Table is set to substitute TrueType fonts with the most similar printer fonts. However, if you wish to modify the substitution, select a font from the list of TrueType fonts displayed at the top and then select a corresponding Printer font from the Substituted printer fonts list box.

③ Always use TrueType fonts

Always uses TrueType fonts without substituting them with printer fonts.

④ Restore Defaults button

Return all items in the window to standard settings (default).

⑤ About... button

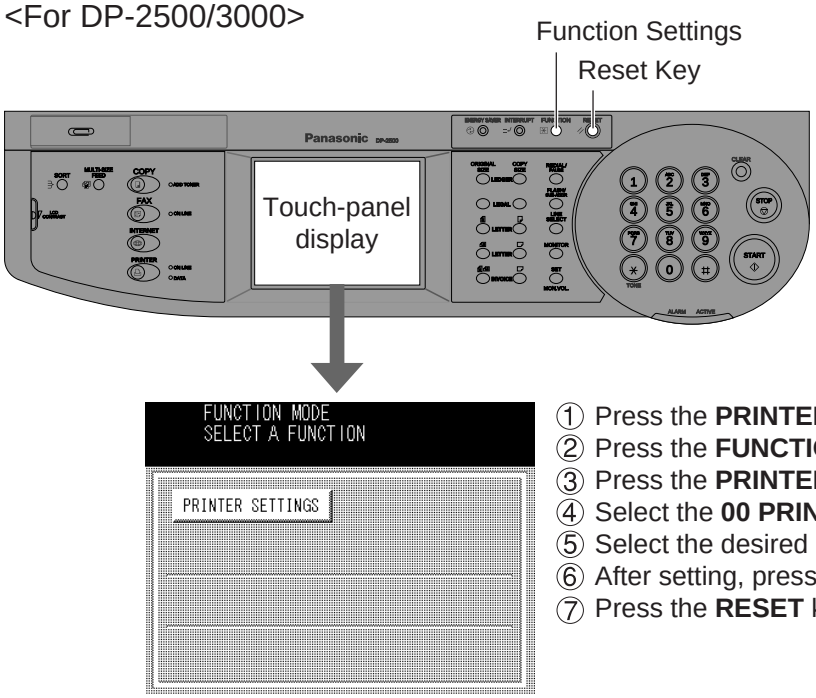
Displays the version information about the printer driver.

Installation and Configuration (Windows 95/98/Me)

Setting the default Output Tray on the Device

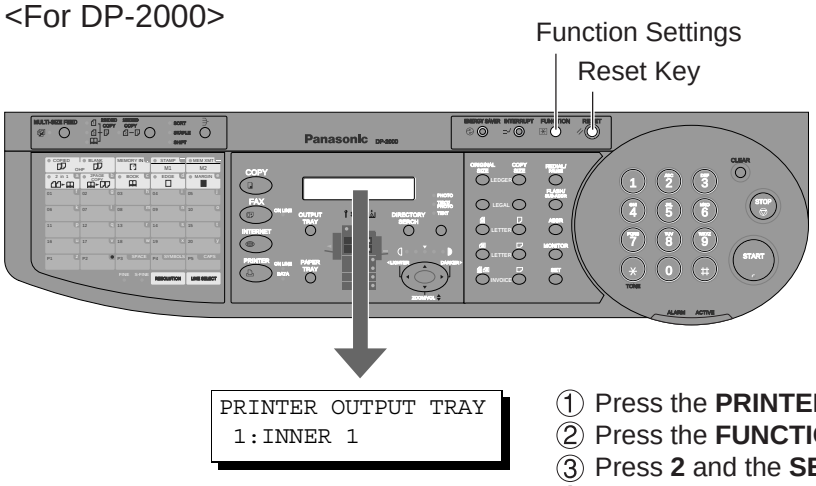
This setting will determine which tray will be used for the output of a print job when the selection in the Output Tray box on the Handling tab of the Printer Properties is set to Auto Selection.

<For DP-2500/3000>



① Press the **PRINTER** key.
② Press the **FUNCTION** key.
③ Press the **PRINTER SETTINGS** key.
④ Select the **00 PRINTER OUTPUT TRAY**.
⑤ Select the desired Output Tray.
⑥ After setting, press the **OK** key on the screen.
⑦ Press the **RESET** key.

<For DP-2000>

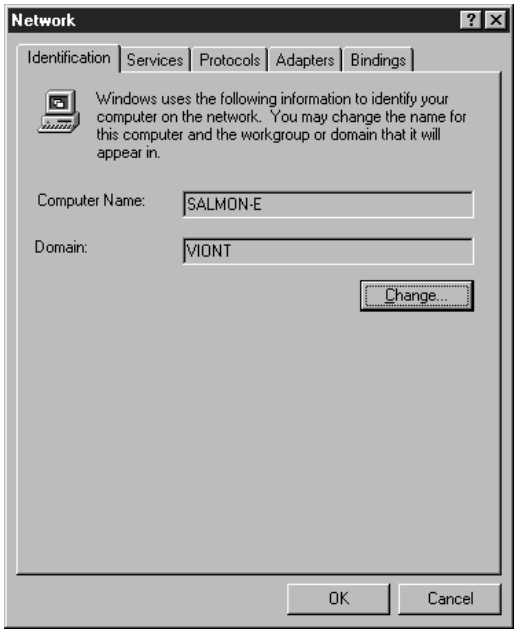


① Press the **PRINTER** key.
② Press the **FUNCTION** key.
③ Press **2** and the **SET** key.
④ Select the desired Output Tray.
⑤ After setting, press the **SET** key.

Setting mode	Settings	Preset value number
00 PRINTER OUTPUT TRAY	Set the printer paper priority accommodation position. Outer/Inner 2/Inner 1	Inner 1

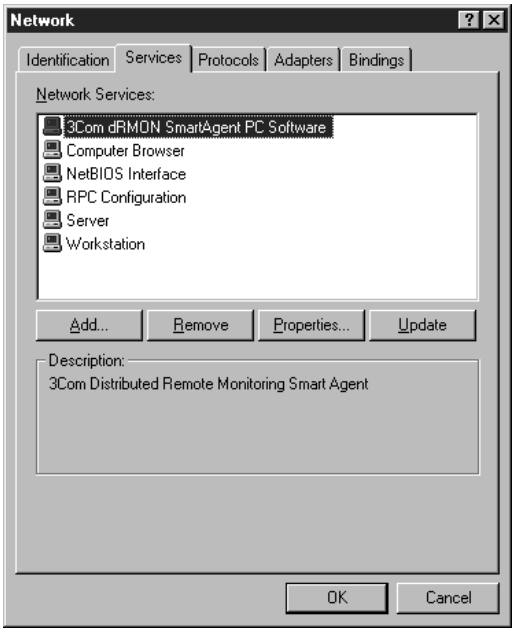
Installation and Configuration (Windows NT 4.0)

Installing the LPR (Line Printer Remote) Monitor



Click on the **Start** button, point to **Settings,** and click **Control Panel**.

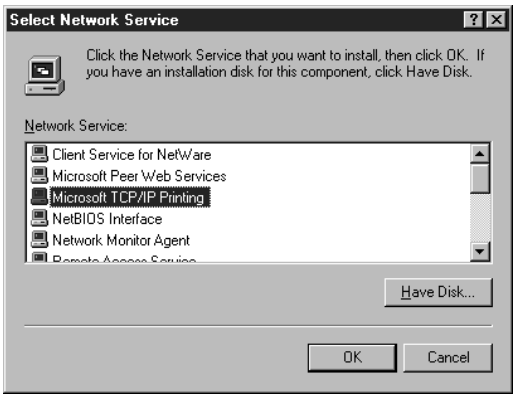
The Control Panel window appears.
Double-click on the Network applet.
The Network dialog box appears.



Click on the **Services** tab.
Verify whether the LPR Service is already installed. (Indicated by Microsoft TCP/IP Printing shown in the Network Services: list.)
If it is installed, skip to Installing the Printer Driver on Windows NT 4.0 otherwise continue installing the LPR Service.

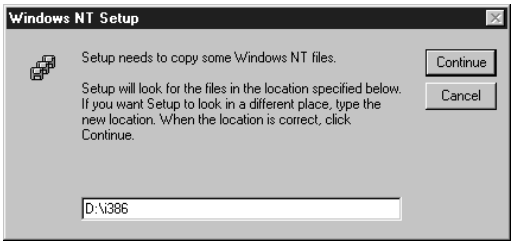
Installation and Configuration (Windows NT 4.0)

3



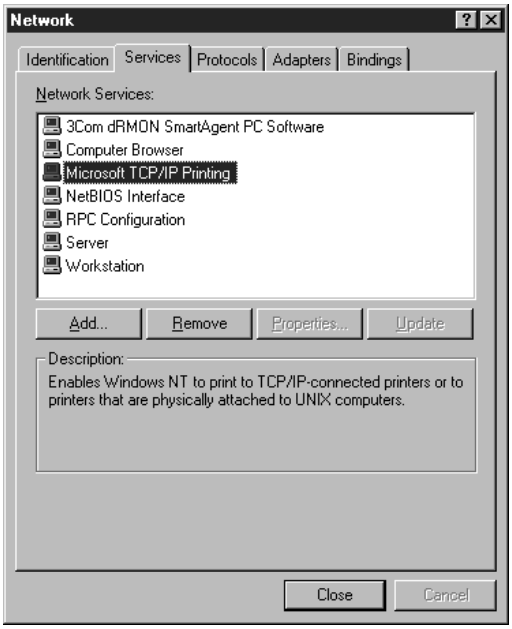
Click on the Add... button to display the **Select Network Service** dialog box, then select **Microsoft TCP/IP Printing**.
Click on the OK button .

4



Windows NT Setup dialog box appears.
Insert the Windows NT 4.0 CD-ROM , and type **D:\i386** (where "D:" is your CD-ROM drive). Click on the Continue button.

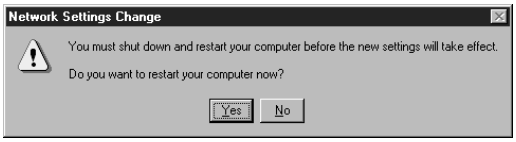
5



After the files are copied into your Hard Drive, the display returns to the Network dialog box. Confirm that the Microsoft TCP/IP Printing service was added to Network Services: list.
Click on the Close button.

NOTE: Delete and Reinstall the Microsoft TCP/IP Printing if an error occurs, and the Microsoft TCP/IP Printing is displayed in the Network Services list, but, the OK button does not change into a Close button.

6



Network Settings Change dialog box is displayed, click on the Yes button to confirm whether to restart your computer now.
You have now completed the LPR Service installation. The next step is to install the Printer Driver on Windows NT 4.0.

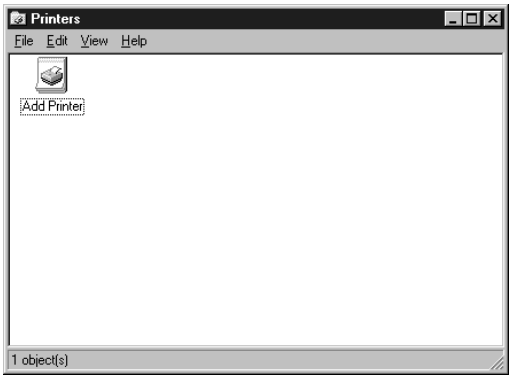
Installing the Printer Driver

Log in using an account with the authority to change system settings (e.g. Administrator).

1

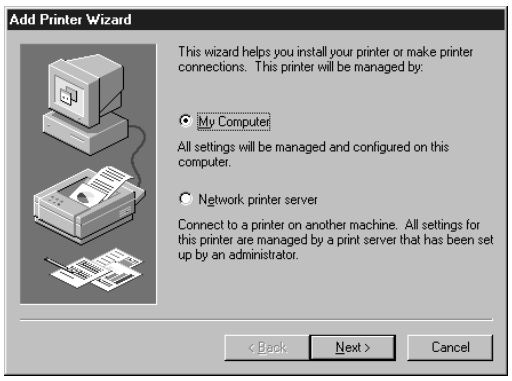
Open the **Printers** dialog folder.
① Click the **Start** button.
② Place the cursor on **Settings** and click **Printers.**

2



Double-click the **Add Printer** icon.

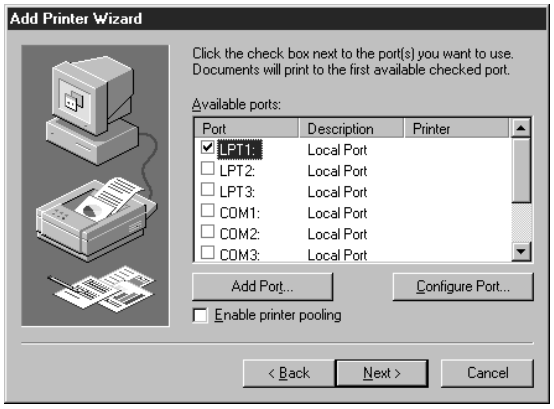
3



Select My Computer and then click the Next button.

- Network printer server is specified when a printer on the network server is installed. (See page 85) Refer to Windows NT 4.0 user's manual for details.

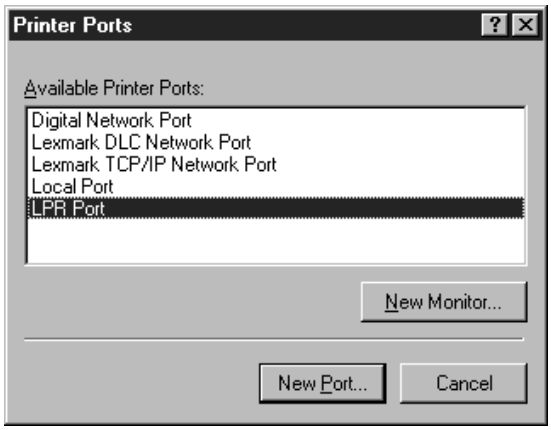
4



The Available Ports: list appears.

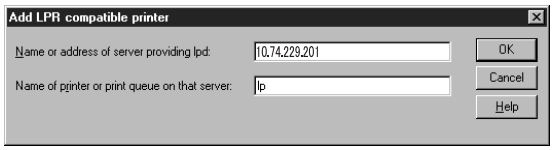
- For local printer, click on the Next button and proceed to step 8
- For network printer, click on the Add Port... button

5



Printer Ports dialog box appears.
Select **LPR Port** and click on the New Port button.

6



Add LPR compatible printer dialog box appears.

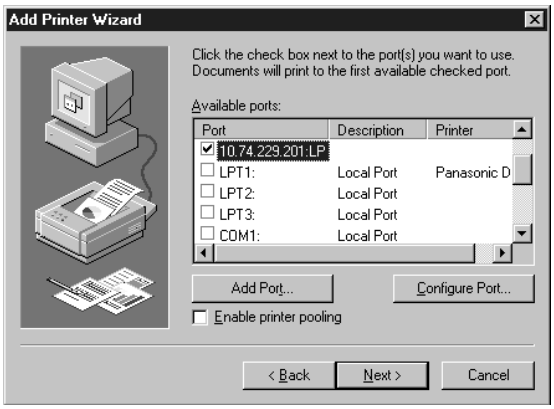
Enter the IP Address of the Printer in the upper field, and "lp" for the print queue name in the lower field.

Click on the OK button.

(Please wait while the wizard verifies the IP Address and connectivity to the Network)

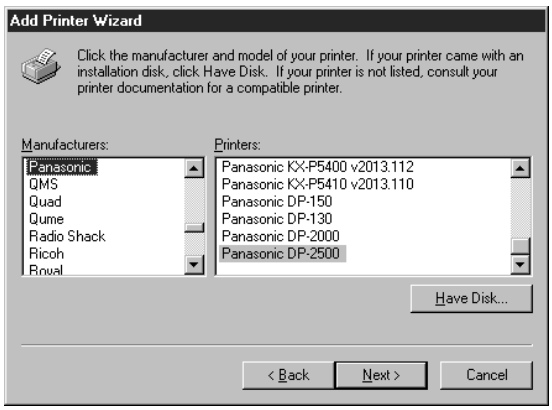
The **Printer Ports** dialog box is displayed again.
Click on the **Close** button.

7



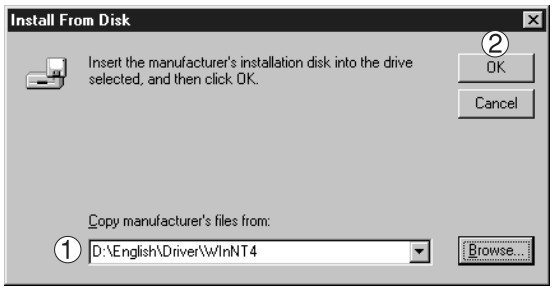
Select the printer port and click the Next button.

8



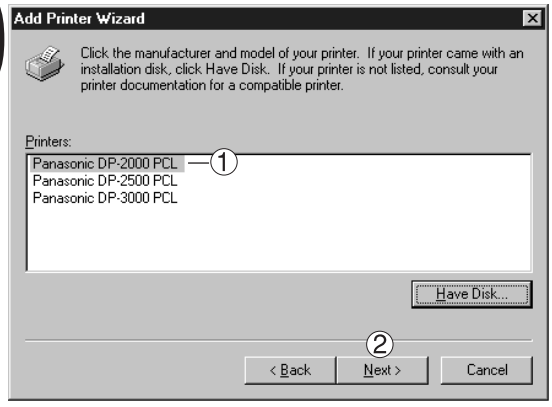
① Insert the CD-ROM containing the printer driver.
② Click the Have Disk... button.

9



① Specify drive name and type **D:\English\Driver\WinNT4** (When drive D is the CD-ROM drive.)
② Click the OK button.

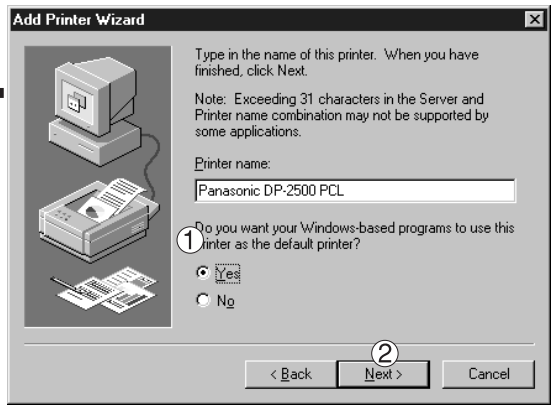
10



① Select the device (Panasonic DP-2000 PCL, Panasonic DP-2500 PCL or Panasonic DP-3000 PCL).
② Click the Next button.

Installation and Configuration (Windows NT 4.0)

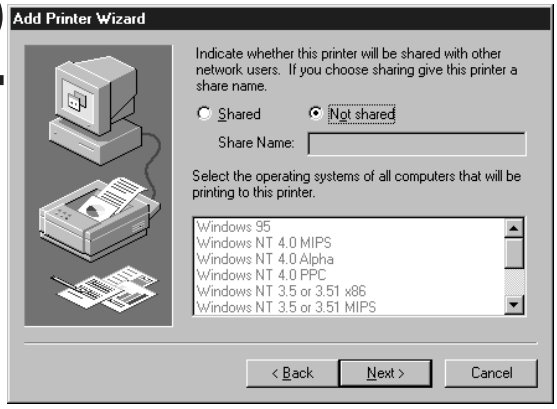
11



① In response to **Do you want your Windows-based programs to use this printer as the default printer?,** select **Yes** or **No.**

② Click the Next button.

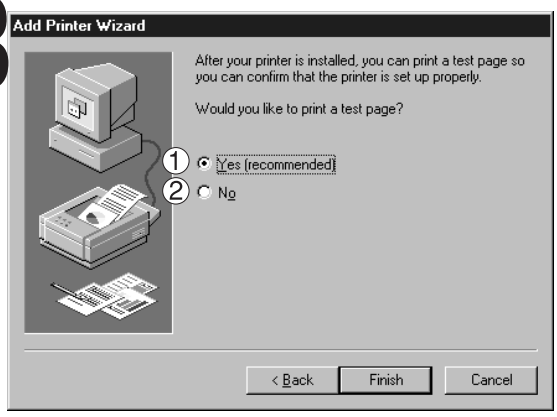
12



Select **Not Shared** and click the Next button.

- Select **Shared** only when installing on a network server.
  See the Windows NT 4.0 user's manual for details.

13

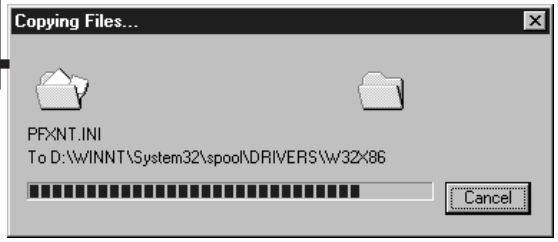


① Select **Yes (recommended)** and click the Finish button.

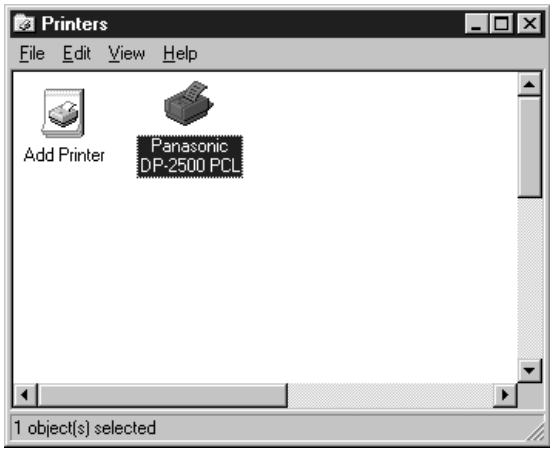
- Test printing starts.
- Default (initial setting) for paper size is Letter .

② Select **No** when skipping test printing, and click the Finish button.

14



The required files are copied.



The **Printers** icon is now displayed in the **Printers** folder.

NOTE

- Be sure to the delete the drivers of earlier versions before updating a driver.
- Restart Windows after updating drivers.

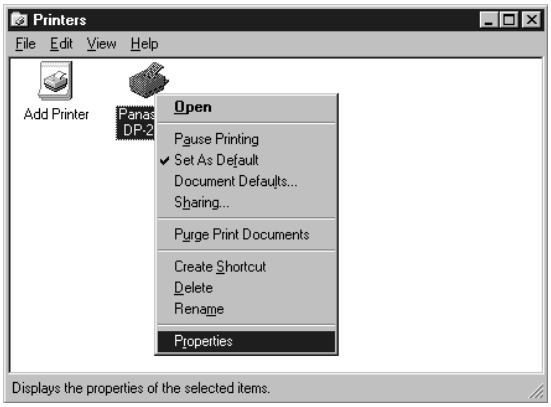
Configuring the Printer Driver Settings (Administrator)

To change the printer settings, open the dialog box of the printer properties by the following steps.

1 Log in using an account with the authority to change system settings (e.g. Administrator).

2 Click the **Start** button, place the cursor on **Settings,** and then click **Printers.**

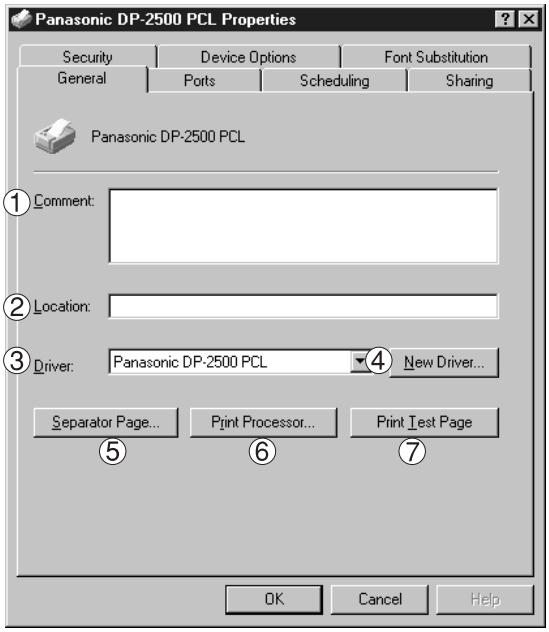
3 Right-click the printer icon in the printers window, and select **Properties** in the dropdown menu.
The dialog box for the printer properties appears.



NOTE

- In Windows NT4.0, setting the properties depends on the log-in account. This section describes properties to be specified by an administrator (system manager).
  See "Configuring the Printer Driver Settings (User)" for details of user properties.
  (See page 48)

■ General Tab



① Comment

Enter comments to the properties, if any.
If another user sets up this printer on his or her computer when sharing the printer, the comment specified here will also appear on that computer. However, the comment displayed for a user already set-up will remain unchanged even if the comment is modified later.

② Location

Specify the printer location.

③ Driver

Displays the printer driver type. Specify the printer being used or a printer model that can be emulated with the printer being used.

④ New Driver... button

Either updates or modifies the printer driver.

⑤ Separator Page... button

Inserts a separator page for every document to be printed. This feature is useful when multiple users share the same printer or when printing multiple documents at one time.
Enter the separator page file name in the Separator Page dialog box or Click on Browse... to specify the file (.sep) to be used as the separator page.

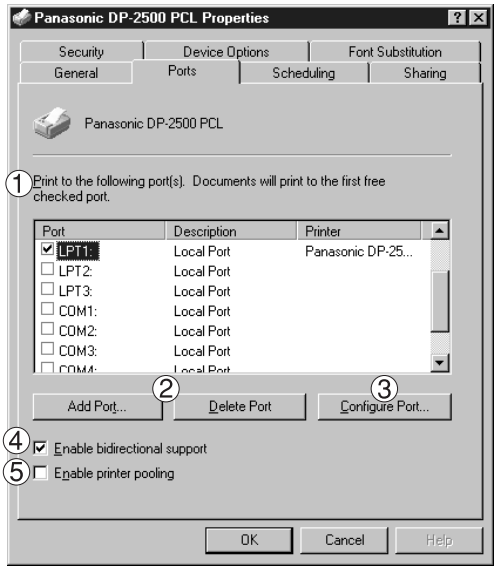
⑥ Print Processor... button

Specify the processor to be used for printing (Print Processor) and the data type (Default Data type).
The processor and data type affect the manner in which the printer functions in Windows NT. Normally they do not need to be modified. However, modification might be necessary when the printer is used with a special application.

⑦ Print Test Page button

Prints a test page. This allows you to verify if the printer is installed properly.

■ Ports Tab



① Print to the following port(s)

Displays a list of available ports for printing (Port), their status (Description) and printers that are connected to these ports (Printer).

② Add Port... / Delete Port... button

Adds/deletes a new port or a new network port.

③ Configure Port... button

Configures the selected port. In case of a parallel port, Transmission Retry should be specified.

④ Enable bidirectional support

On a printer, this setting enables reception of configuration data and status data from computer. Be sure to check this checkbox when installing status monitor. Printing may be disabled without checking on the checkbox.

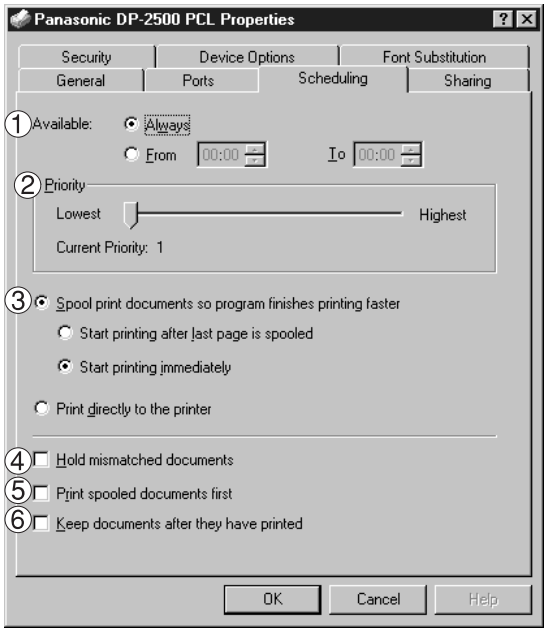
⑤ Enable printer pooling

Printer spool allows outputting data from one logical printer to two or more printers. With printer spool enabled, a transmitted printing job is output to the first printer that allows printing.

NOTE

- Specify time (seconds) waiting for the printer to be ready for printing. If a printer is not ready for printing after the specified time has elapsed, an error message is displayed.
- If a timeout error occurs frequently upon printing a large size document, specify a larger value here.

■ Scheduling Tab



① Available

Schedules the printer for operation. Specify operating hours when From-To is selected.

② Priority

Sets printing priority. The slider allows the priority to be adjusted from 1 through 99.

③ Spool print documents... / Print directly to the printer

Specify how documents should be sent from the application to the printer.

④ Hold mismatched documents

The spooler compares document settings against printer settings and holds printing of a document if its settings (Paper Size, Orientation, and so on) do not match the printer settings.

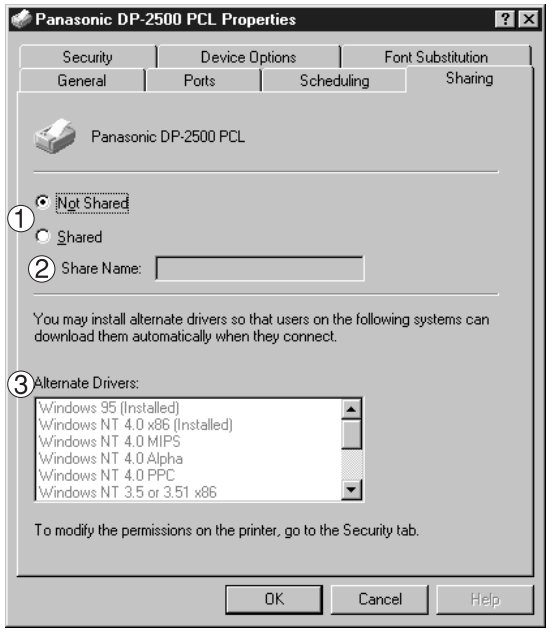
⑤ Print spooled documents first

Always prints spooled documents first regardless of printing priority.

⑥ Keep documents after they have printed

Holds documents in the print queue even after they have been printed. These documents can be printed again directly from the queue regardless of the state the application is in.

■ Sharing Tab



① Not Shared/Shared

Select whether to display or use this printer on or with other computers.

② Share Name

Specify the name of the shared printer. The displayed name can be used as it is or a new name may be entered. The name specified here will be displayed when other users on the network view information about the printer.

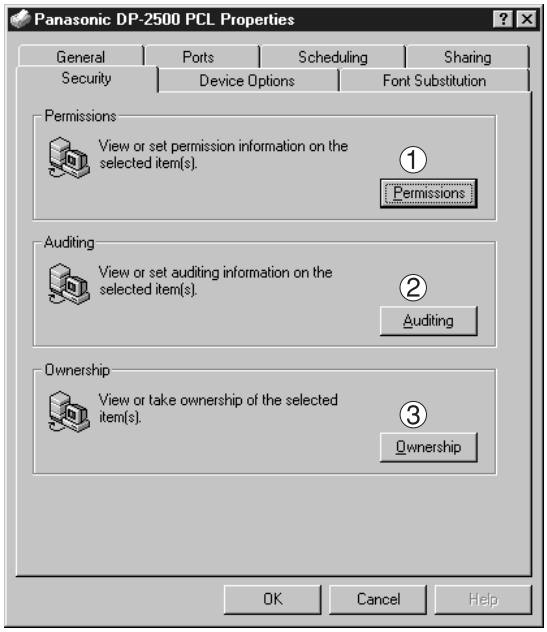
③ Alternate Drivers

Specify the operating systems of other computers that might share this printer.

NOTE

- When sharing a printer on the network, the print driver is installed on one print server, other computers will automatically copy and use that driver.
  For this reason, the print server must be ready with printer drivers for all the operating systems of all computers that will be sharing the printer.

■ Security Tab



① Permissions **button**

Set printer access privileges.

② Auditing **button**

Displays the persons who used this printer and how they used.

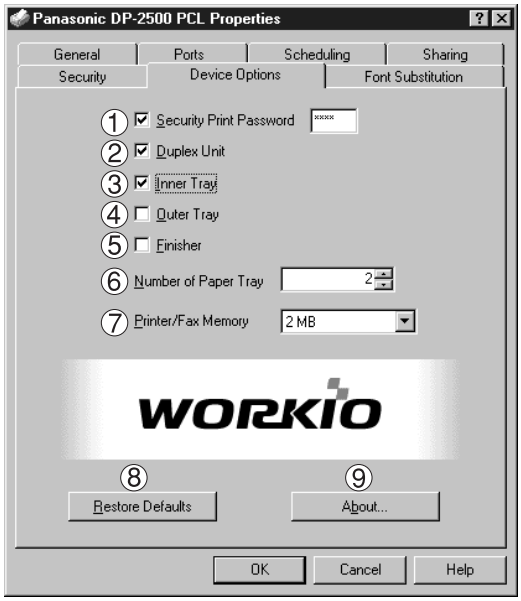
③ Ownership **button**

Set the ownership of the printer.

NOTE

- In order to utilize these features, you need to have selected Audit... from User Manager's Policies and have enabled File and Object Access in the Audit Policy dialog box.

■ Device Options Tab



① Security Print Password

Set the password for Security Print, to enable the feature.

② Duplex Unit (Standard on DP-3000)

Check this checkbox if the Automatic Duplex Unit (DA-MD200) is installed.

③ Inner Tray

Check this checkbox if the Exit Tray (Inner) and the Dual-Path Exit Guide Unit (DA-XN200/FX200) are installed.

Specifying inner bins, Inner 1 and Inner 2, is allowed for printing on the printer.

④ Outer Tray

Check this checkbox if the Outer Tray (DA-XT200) is installed.

Setting of outer option is allowed when inner option is enabled.

⑤ Finisher

Check this checkbox if the 1-Bin Finisher (DA-FS200) is installed.

Setting of outer option is allowed when inner option is enabled. The staple function also is selectable when the outer option is enabled.

⑥ Number of Paper Tray

Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

⑦ Printer/Fax Memory

Select the size of the Expansion Flash Memory Card or whether a Fax Option (2MB) has been installed, to enable Security Print.

⑧ Restore Defaults button

Return all items in the **Device Options** Tab to standard settings (default).

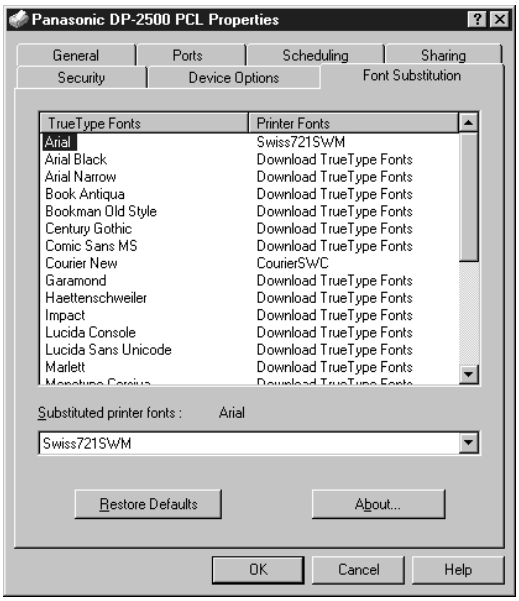
⑨ About... **button**

Displays the version information about the printer driver.

NOTE

- **Device Options** Tab is specified in the printer properties.

■ Font Substitution Tab



Edit the Font Substitution Table.
In the original setting, the Font Substitution Table is set to substitute TrueType fonts with the most similar printer fonts. However, if you wish to modify the substitution, select a font from the list of TrueType fonts displayed at the top and then select a corresponding Printer font from the Substituted printer fonts list box.

Configuring the Printer Driver Settings (User)

To change the printer settings, open the dialog box of the printer properties by the following steps.

1 Select the **Print** in the **File** menu of the application.

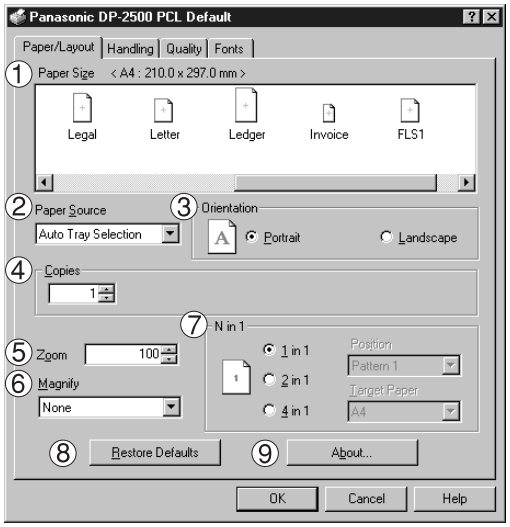
2 Select DP-2000/2500/3000 in the name box.

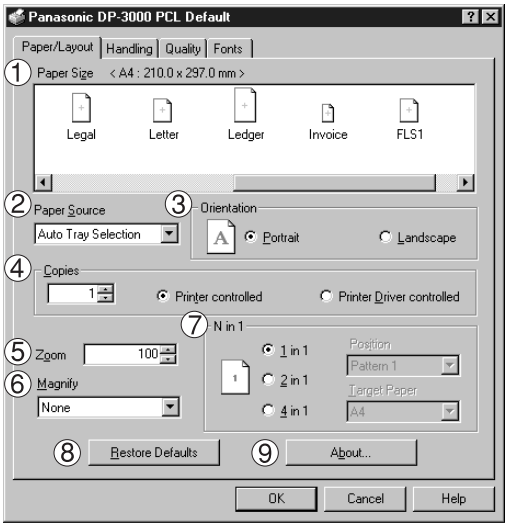
3 Click the Properties... button in the Print dialog box. The dialog box for the printer properties appears. Click the top tabs of the dialog box and specify the properties.

NOTE

- In Windows NT4.0, setting properties depends on the log-in accounts. This section describes properties to be specified by a user, upon executing a print operation on an application. See "Configuring the Printer Driver Settings (Administrator)" for details of administrator properties. (See page 38)

■ Paper/Layout Tab





① Paper Size

Select a document size.

② Paper Source

Specify where the paper you want to use is located in the machine. If you choose **Auto Selection**, the printer driver will automatically select an appropriate tray according to the Paper Size.

③ Orientation

Select the print orientation (Portrait/Landscape).

④ Copies

Specify the number of copies to be printed. If the number of copies to be printed can be specified within the application, indicate one copy here and specify the number of copies in the Print dialog box of the application.

DP-3000 Driver only

- **Printer controlled**
  The printer controls number of copies. (Prints faster utilizing the Sort Memory of printer.)

  Note: If the Collation can be specified on the application's Print dialog box, make sure it is unchecked in order for this setting to function properly.
- **Printer driver controlled**
  The printer driver controls number of copies. (Prints slower but do not utilize the Sort Memory of printer.)

⑤ Zoom

Specify an enlargement or reduction percentage when printing documents. If enlargement/reduction can be set within the application, indicate 100% here and specify the enlargement/reduction percentage in the Print dialog box of the application.

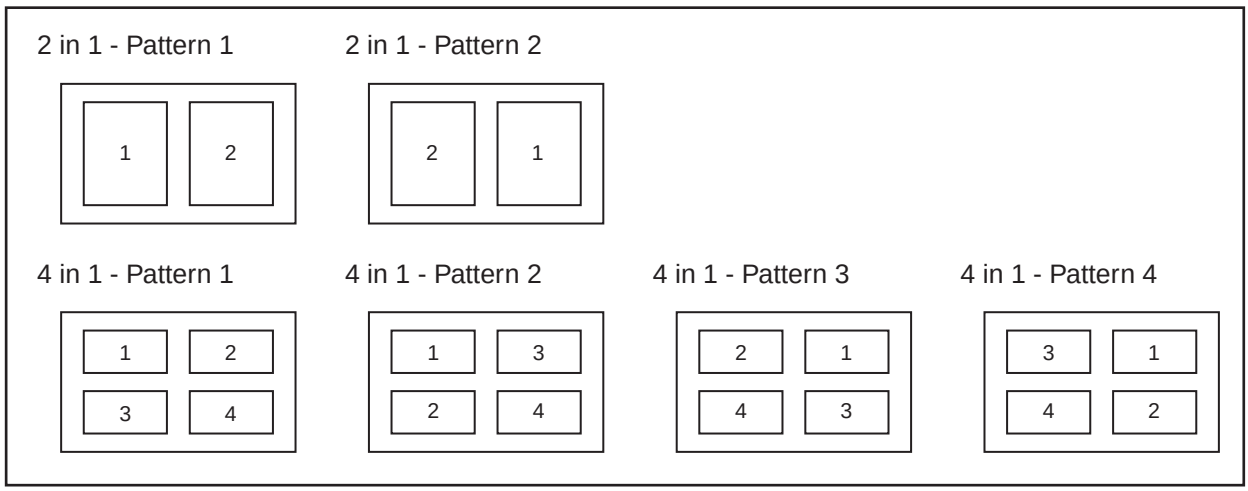
⑥ Magnify

Select a fixed enlargement/reduction ratio according to the paper size. Specifying the magnification ratio changes the Zoom to display the actual enlargement/reduction percentage.

⑦ N in 1

Specify the layout pattern for printing multiple documents on a single sheet of paper.
Selecting 2 in 1 or 4 in 1 changes the Zoom to display the actual enlargement/reduction percentage.

Note: 2 in 1 or 4 in 1 allows the user to select the following layouts under the Position field:



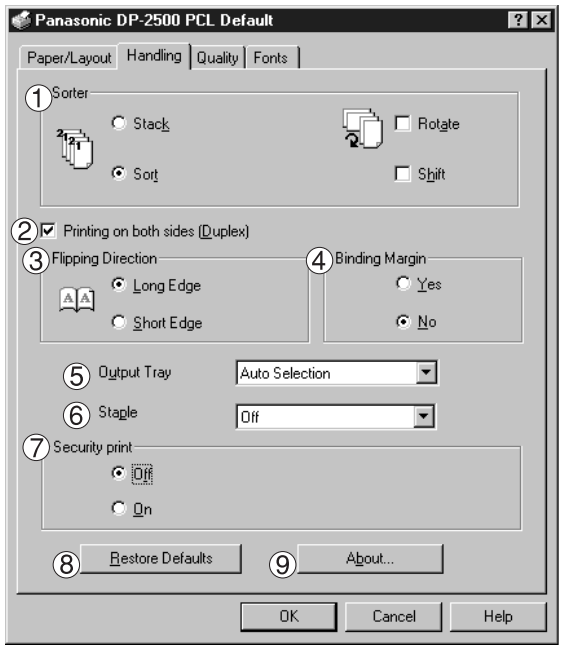
⑧ [Restore Defaults] button

Return all items in **Paper/Layout** Tab to standard settings (default).

⑨ [About...] button

Displays the version information about the printer driver.

■ Handling Tab



① Sorter

Select whether to Stack, Sort, Rotate-Sort or Shift-Sort when printing multiple copies.

Note: When the **Staple** is set to On, the **Rotate-Sort** and **Shift-Sort** is not activated even if it is selected.

② Printing on both sides (Duplex)

Select duplex printing for printing on both sides.

Note 1) Duplex Printing is allowed only when the Dual-Path Exit Guide Unit, Paper Transport Unit and Automatic Duplex Unit (DA-FK200/FK210/MD200) are installed.

Note 2) Check [Duplex Printing] check box in **Device Options** Tab.

③ Flipping Direction

Select binding side (Long Edge/Short Edge) for duplex printing.

④ Binding Margin

Select the binding margin upon duplex printing.

The width of binding margin is specified on the main unit. (See page 38 of the Copier Operating Instructions)

⑤ Output Tray

Specify the output destination. (Auto Selection, Inner Tray 1, Inner Tray 2)

Note 1) Output Tray selection is allowed only with Dual-Path Exit Guide Unit, Paper Transport Unit, Exit Tray (Outer) or 1-Bin Finisher (DA-FK200/FK210/XT200/FS200) installed.

Note 2) Check the [Inner Tray], [Outer Tray] or [Finisher] check boxes in the **Device Options** Tab.

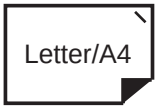
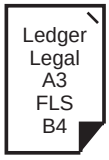
⑥ Staple

Specifying staple printing is allowed when the output tray is set to Finisher.

Note 1) Staple printing is allowed only with Electronic Sorting Board (DA-ES200 : For DP-2000 only) and 1-Bin Finisher (DA-FS200) installed.

Note 2) Select "Sort" in the sort menu.

Note 3) Paper is stapled at the top left or at top right. (See table below.)

Document orientation	Paper orientation	Stapling position
		Top left
		Top right Note) Stapling on Invoice/B5 sheet is not allowed.
		Top right 
		Top left Note) Stapling on Invoice/B5 sheet is not allowed.
		Top right  Note) Stapling on Invoice/B5 sheet is not allowed.
		Top left Note) Stapling on Invoice/B5 sheet is not allowed.

⑦ Security print

Select to enable security print.

Note 1) Security print is allowed only when the security print password is set on the **Device Options** Tab. (See page 45)

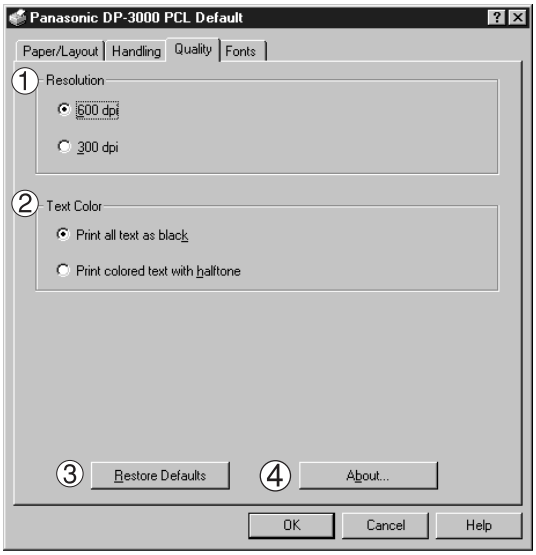
⑧ Restore Defaults button

Return all items in the window to standard settings (default).

⑨ About... button

Displays the version information about the printer driver.

■ Quality Tab



① Resolution

Select the printer resolution (300/600dpi).

② Text Color

Select the print control of colored text.

- **Print all text as black**
  All colored text is printed as solid black.
- **Print colored text with halftone**
  Colored text is printed using shades of gray.

③ Restore Defaults button

Return all items in the **Quality** Tab to standard settings (default).

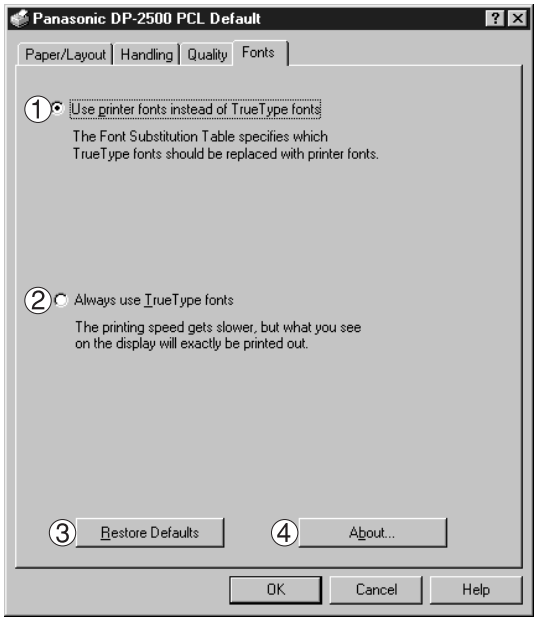
④ About... button

Displays the version information about the printer driver.

NOTE

- **dpi** (dot per inch) means the number of dots contained in one inch. The higher the value is, the higher the resolution becomes.

■ Fonts Tab



① Use printer fonts instead of TrueType fonts

Prints using printer fonts, substituting for the TrueType fonts used in the original document. The substituting printer font can be set from the Font Substitution Table.

② Always use TrueType fonts

Always uses TrueType fonts without substituting them with printer fonts.

③ Restore Defaults button

Return all items in the window to standard.

④ About... button

Displays the version information about the printer driver.

NOTE

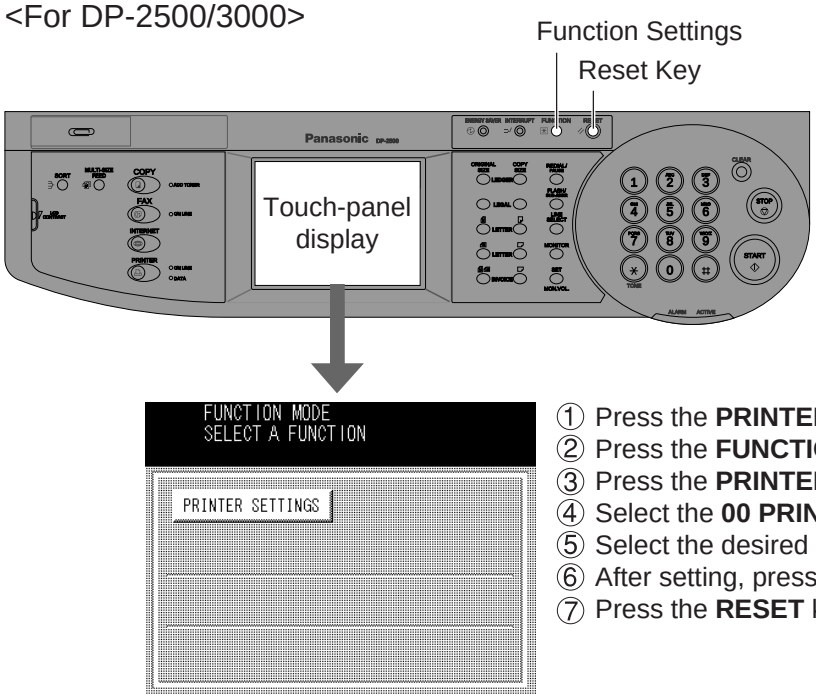
- For information regarding setting the Font Substitution Table, see "**Font Substitution Tab** (page 47)".

Installation and Configuration (Windows NT 4.0)

Setting the default Output Tray on the Device

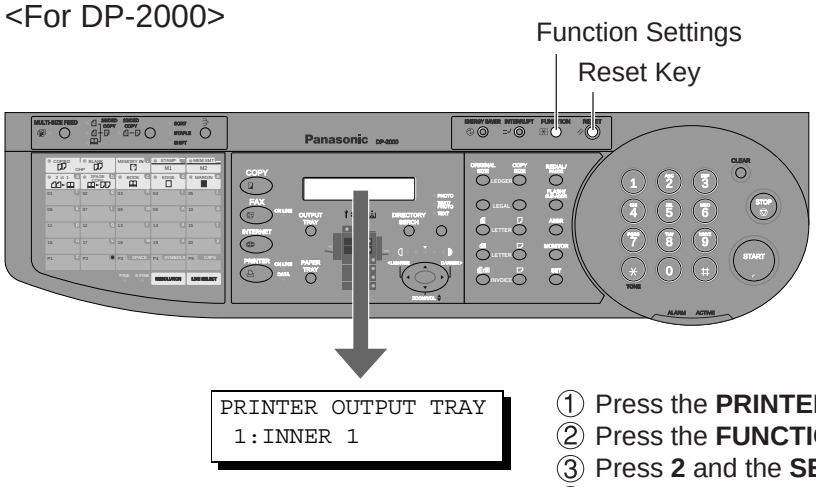
This setting will determine which tray will be used for the output of a print job when the selection in the Output Tray box on the Handling tab of the Printer Properties is set to Auto Selection.

<For DP-2500/3000>



① Press the **PRINTER** key.
② Press the **FUNCTION** key.
③ Press the **PRINTER SETTINGS** key.
④ Select the **00 PRINTER OUTPUT TRAY**.
⑤ Select the desired Output Tray.
⑥ After setting, press the **OK** key on the screen.
⑦ Press the **RESET** key.

<For DP-2000>



① Press the **PRINTER** key.
② Press the **FUNCTION** key.
③ Press **2** and the **SET** key.
④ Select the desired Output Tray.
⑤ After setting, press the **SET** key.

Setting mode	Settings	Preset value number
00 PRINTER OUTPUT TRAY	Set the printer paper priority accommodation position. Outer/Inner 2/Inner 1	Inner 1

Installation and Configuration (Windows 2000)

Installing the Printer Driver

Log in using an account with the authority to change system settings (e.g. Administrator).

◆About Windows 2000

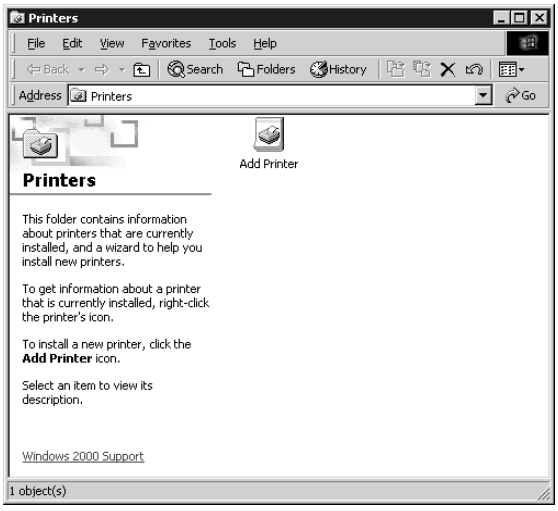
Panasonic has performed operational tests on the **Document Scanner, Status Monitor** and **Printing System - software** using **Office 2000**. However, the company does not necessarily guarantee normal operation of all applications on **Windows 2000**.

Panasonic has not registered with the Windows 2000 logo. Ignore the warning message about the logo upon installation. Windows 2000 is capable of disallowing installation of drivers without logo registration. If the function has been activated, cancel the function for installation.

Open the **Printers** dialog box

① Click the **Start** button.

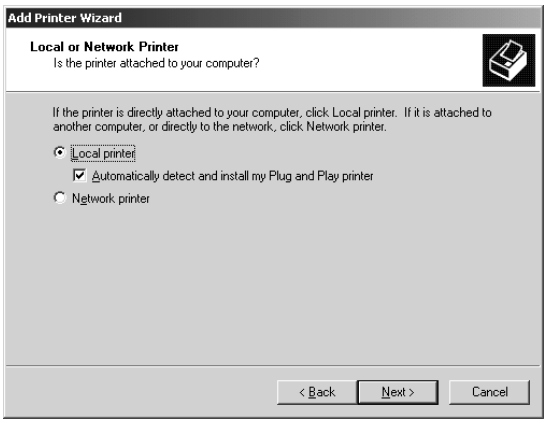
② Place the cursor on **Settings** and click **Printers**.



Double-click the **Add Printer** icon.

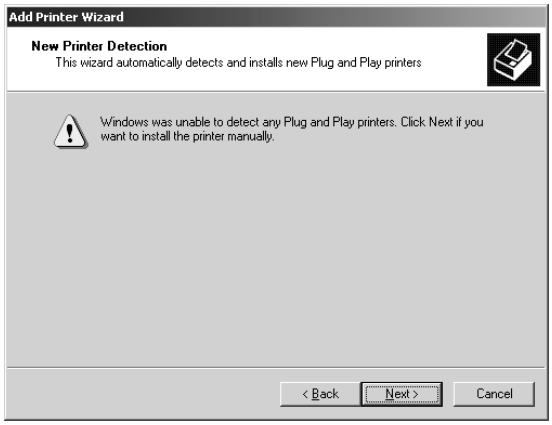
Click the Next button.

4



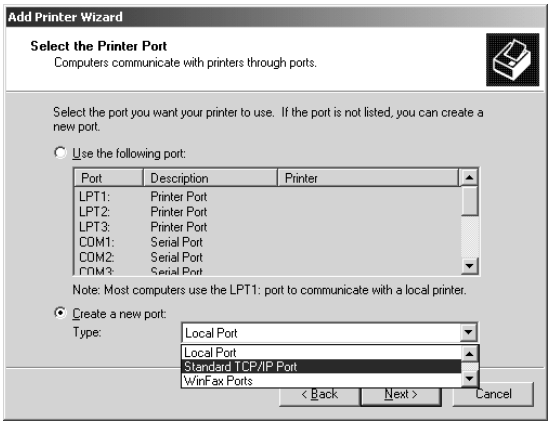
Select **Local printer** and click the Next button.
Specify Network Printer for installing a printer on server upon network. Refer to the manual about Windows 2000.
Even if the printer is networked, install as **Local printer** for now. This will be changed in later steps.

5



Click the Next button.

6

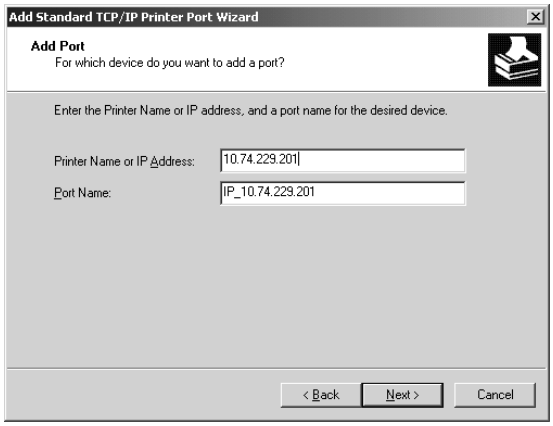


- For local printer, select a Printer Port and click the Next button. Then proceed to step 13.
- For network printer, select **Create a new port** to "Standard TCP/IP Port" and click the Next button.

7

Click the Next button.

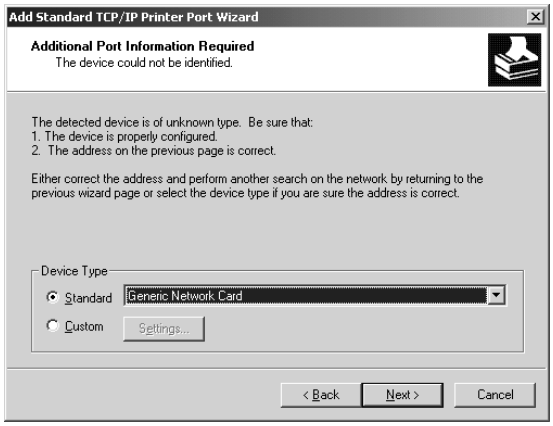
8



Enter the IP Address and the Port Name and click the Next button.

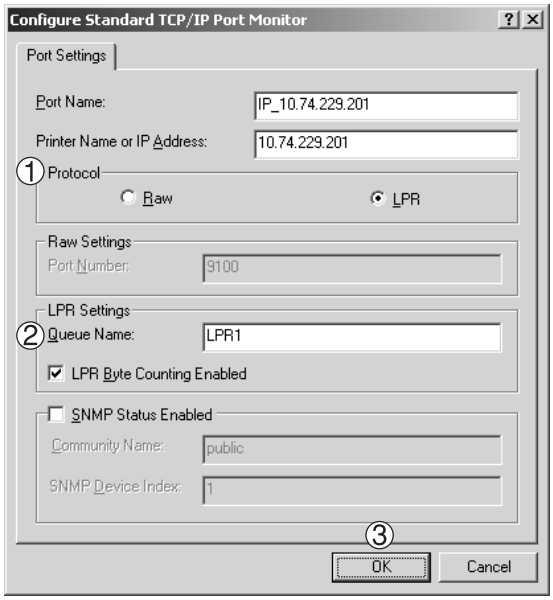
Note: The Port Name is automatically entered by Windows 2000. You may change this as required.

9



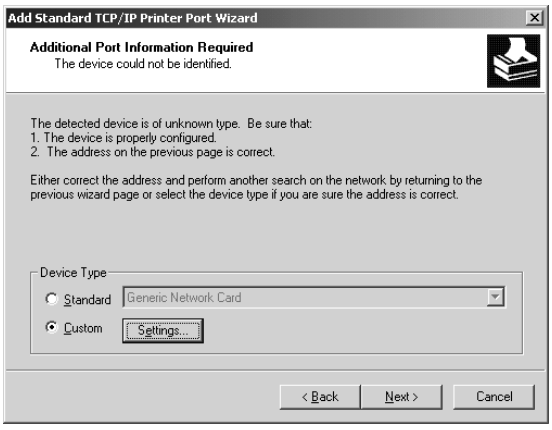
Select **Custom** and click the Settings... button.

10



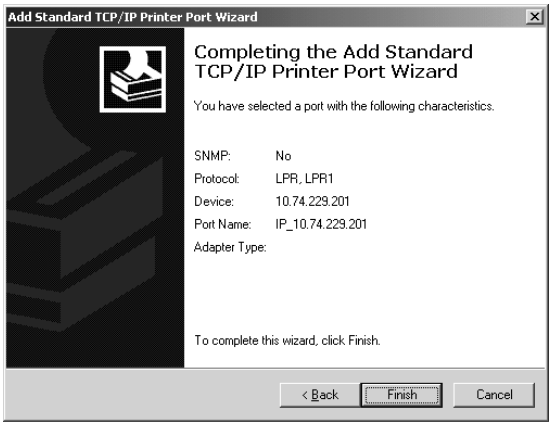
① Select **LPR** on Protocol menu.
② Enter the **Queue Name** and select **LPR Byte Counting Enabled** on LPR Settings menu.
③ Click the OK button.

11



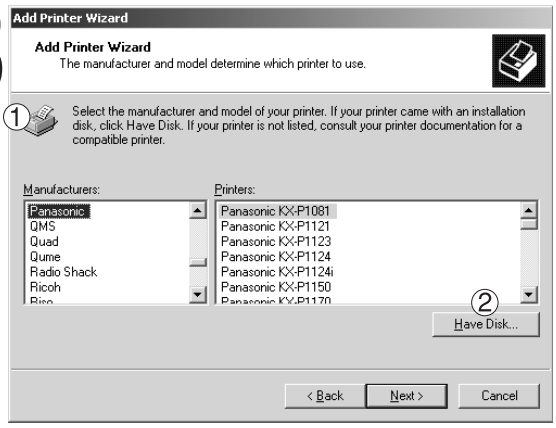
Click the Next button.

12



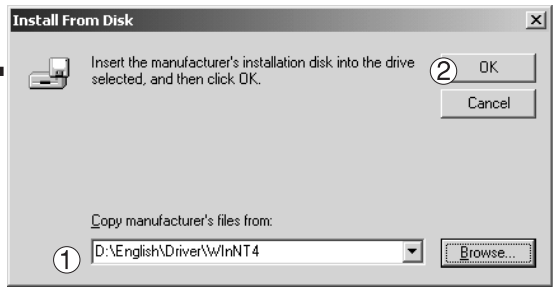
Click the Finish button.

13



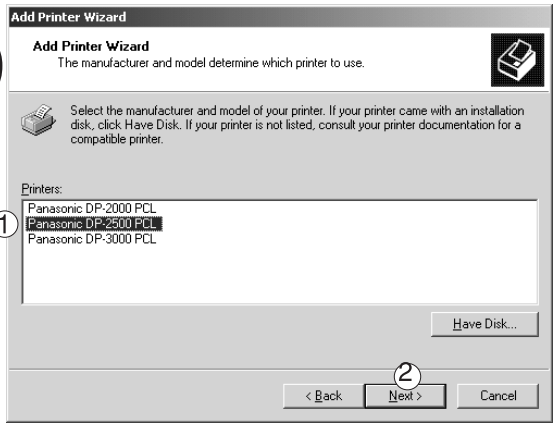
① Insert the CD-ROM containing the printer driver.
② Click the Have Disk... button.

14



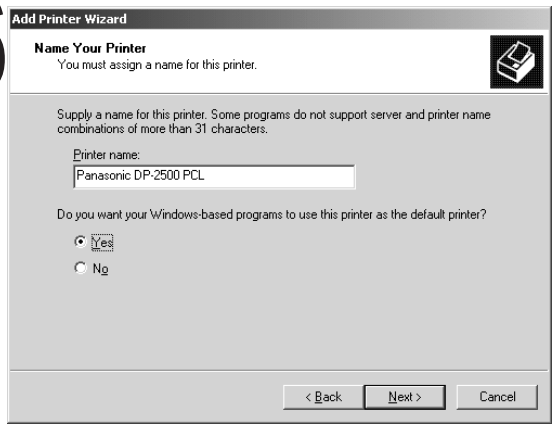
① Specify the drive name and type **D:\English\Driver\WinNT4** (When drive D is CD-ROM drive.)
② Click the OK button.

15



① Select your device (Panasonic DP-2000 PCL, Panasonic DP-2500 PCL or Panasonic DP-3000 PCL).
② Click the Next button.

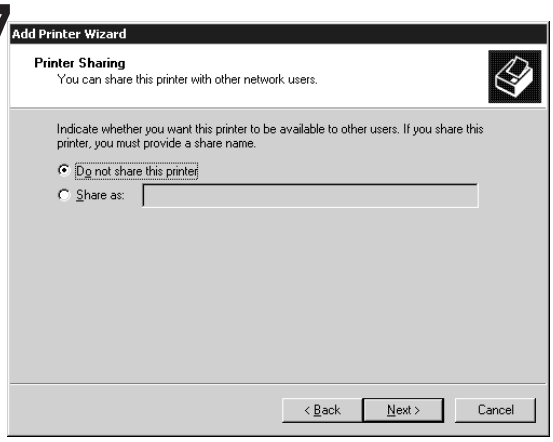
16



Click the Next button.
Please note the warning issued by Windows 2000. Some programs cannot work with long file name.

Installation and Configuration (Windows 2000)

17

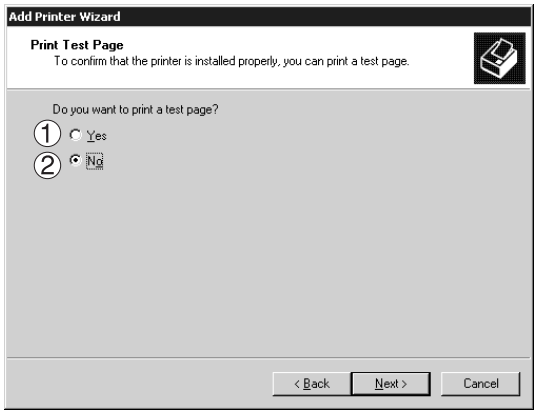


Select **Do not share this printer** and click the Next button.

- Select **Share as** only when installing onto a network server. Refer to the manual for Windows 2000 for details.

Note: If you are sharing printer with other users, you may incur problems if your share name is longer than 8 characters or contains spaces.

18



① Select **Yes (recommended)** and click the Finish button.

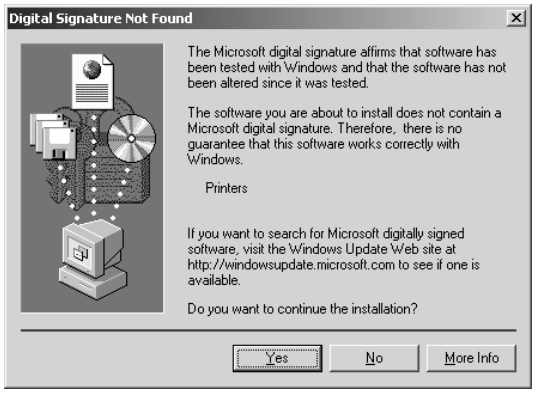
- Test printing starts.
- Default (initial setting) for paper size is Letter .

② Select **No** when skipping test printing, and click the Finish button.

19

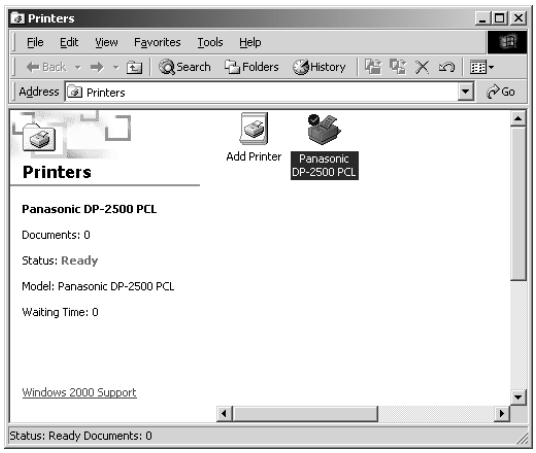
Click the Finish button.

20



Click the Yes button.

21



The required files are copied.

The **Printers** icon is now displayed in the **Printers** folder.

Installation and Configuration (Windows 2000)

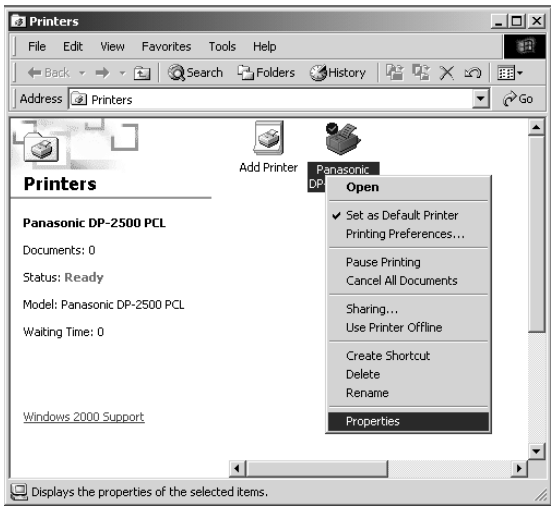
Configuring the Printer Driver Settings (Administrator)

To change the printer settings, open the dialog box of the printer properties by the following steps.

1 Log in using an account with the authority to change system settings (e.g. Administrator).

2 Click the **Start** button, place the cursor on **Settings,** and then click **Printers.**

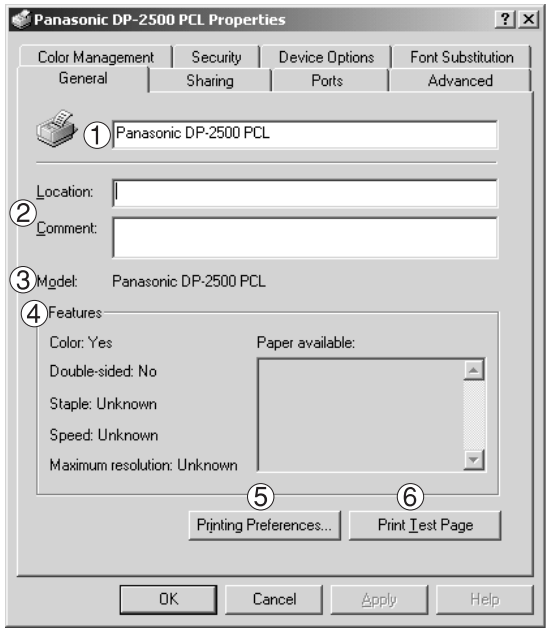
3 Right-click the printer icon in the printer window, and select **Properties** in the dropdown menu. The dialog box for the printer properties appears.



NOTE

- In Windows 2000, setting the properties depends on the log-in accounts. This section describes properties to be specified by an administrator (system manager). See "Configuring the Printer Driver Settings(User)" for details of user properties.
(See page 74)

■ General Tab



① Printer Name

Name of the printer specified upon installation is displayed.

② Location and Comment

Enter a comment about the location of the printer installation and information about the printer.
If a printer is shared, the location and comment specified in this field appear when another user sets up this printer on his/her computer. After completion of setup, however, changing this comment does not update the location and comment appearing on users PCs.

③ Model

Model name of the printer is displayed.

④ Features

Functions and settings of the printer are displayed.

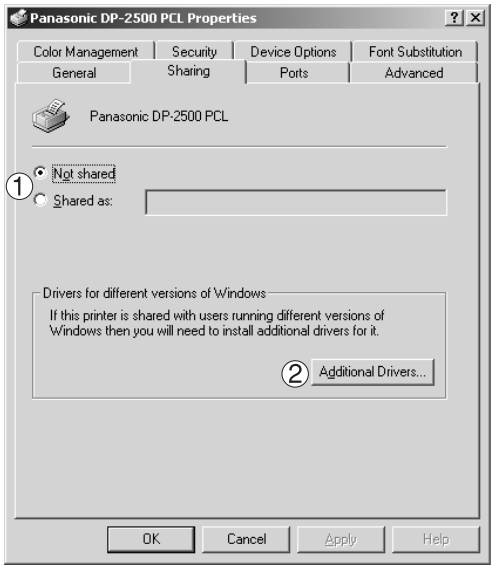
⑤ Printing Preferences... button

Changes properties (print settings) specifiable for each user.
Refer to "Configuring the Printer Driver Settings(User)" for details of settings (See page 74)

⑥ Print Test Page button

Prints a test page. This operation verifies that a printer has been properly installed.

■ Sharing Tab



① Not shared/Shared as

Specify if this printer is displayed or used on a computer of other users.
For sharing a printer, specify the share name of a printer to be shared. A name specified here appears when other users view the printer information on a network

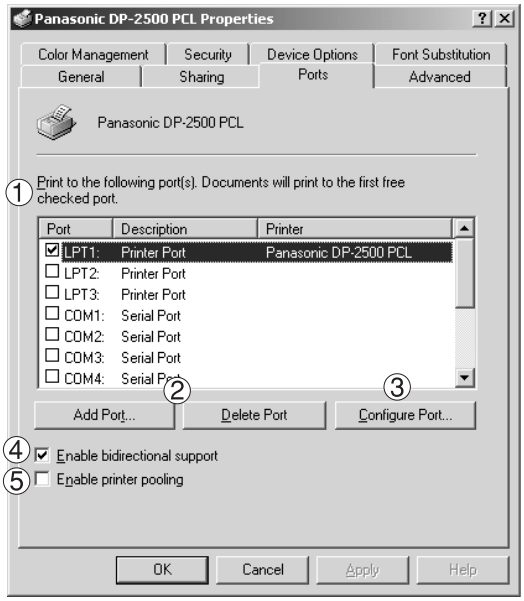
② Additional Drivers... button

Install additional printer drivers on the system.
When users running different versions of Windows share a printer, installing additional drivers avoids the necessity for installing new drivers on their systems.

NOTE

- When sharing a printer on the network, the print driver is installed on one print server, other computers will automatically copy and use that driver.
  For this reason, the print server must be ready with printer drivers for all the operating systems of all computers that will be sharing the printer.

■ Ports Tab



① Print to the following port(s)

Displays a list of ports that allows printing, their status (description), and printers connected to the ports.

② Add Port... / Delete Port button

Add or delete a new local port or a new network port.

③ Configure Port... button

Configure the port that is selected. On a parallel port, wait time (in seconds) for retransmission is specified.

④ Enable bidirectional support

On a printer, this setting enables reception of configuration data and status data from the computer. Be sure to check this checkbox when installing the status monitor. Printing may be disabled without checking this checkbox.

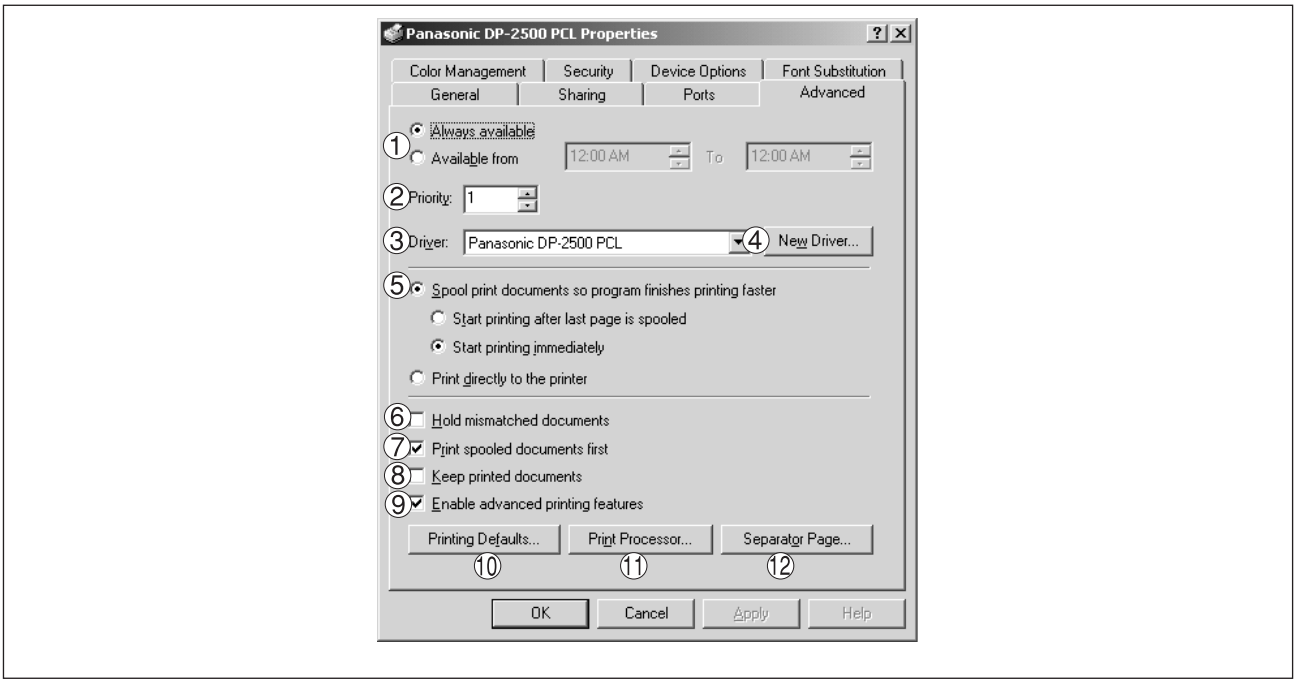
⑤ Enable printer pooling

Printer pooling allows outputting data from one logical printer to two or more printers. With printer poolingenabled, a transmitted printing job is output to the first printer that allows printing.

NOTE

- Specify time (seconds) waiting for the printer to be ready for printing. If a printer is not ready for printing after the specified time has elapsed, an error message is displayed. If a timeout error occurs frequently upon printing a large size document, specify a larger value here.

■ Advanced Tab



① Always available/Available from

Specify the operation schedule for a printer. Selecting **Available from** allows specifying an operation time.

② Priority

Specify the priority in printing. Priority is adjustable from 1 to 99. ORIGINAL of higher priority are printed before those of lower priority.

③ Driver

Printer drivers are displayed. Specify a printer being used or specify a printer type that allows emulation by the printer being used.

④ New Driver... button

Update or change the printer driver.

⑤ Spool print documents so program finishes printing faster

Specify the method of sending a document from the program to the printer.

⑥ Hold mismatched documents

Spooler compares the printer settings with the paper settings (such as paper size and printing orientation). If the settings are inconsistent, the printing is suspended.

⑦ Print spooled documents first

Always print spooled documents first regardless of the printing priority.

⑧ Keep printed documents

After printing, documents are kept in the queue. The documents are allowed to be reprinted directly from the queue regardless of the status of an application.

⑨ Enable advanced printing features

Usually enables advanced printing features. Optional features of the printer (page ordering, booklet printing, numbering on sheets) are enabled. The features can be disabled if a problem occurs regarding compatibility. Disabling the features may disable the printing options also.

⑩ Printing Defaults... button

Specifies standard (default) values for the properties (print settings) specifiable for each user. If a local printer is shared, the settings here are used as printing defaults for other users.

Refer to "Configuring the Printer Driver Settings(User)" for detaied settings. (See page 74)

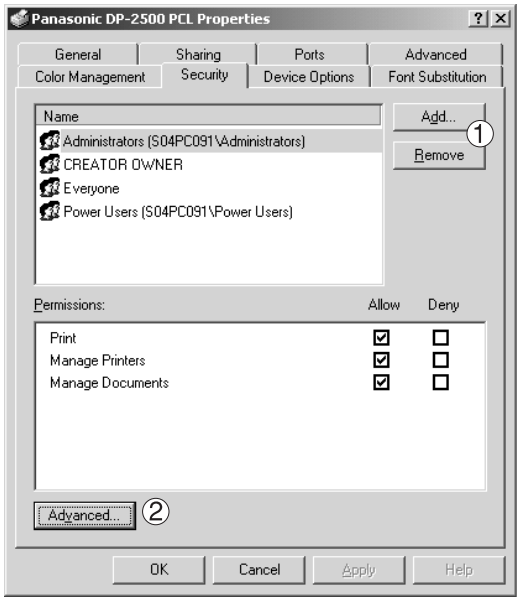
⑪ Print Processor... button

Specify a print processor and data type to be used for printing.
The processor and data type define operations of printers on Windows 2000.
Usually no change is required in the settings. Use of a printer on a special application, however, may require changes on the settings.

⑫ Separator Page... button

A Separator page is inserted between documents to be printed. This function is useful when using one printer among two or more users and when printing two or more documents by one operation.

■ Security Tab



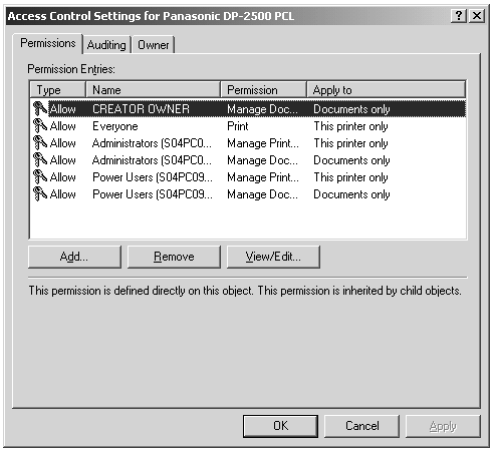
Displays a list of users and groups that are assigned access to this printer. A list of standard access permitted/prohibited for each group or user is displayed. Check the checkbox for permitting or prohibiting access. Gray checkbox indicates inheritance of access permission.

① Add... / Remove **button**

Add or delete a user or group in the list.

② Advanced... **button**

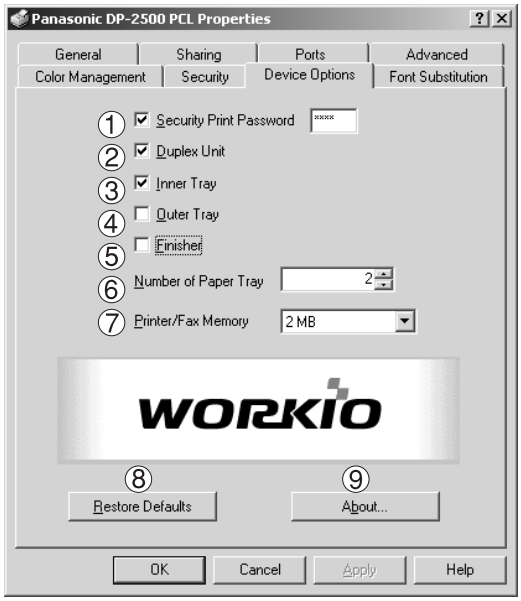
Specify access to a printer, audit, and owner.



NOTE

- Windows 2000 provides the capability of managing access to various objects (e.g. printers) on users.
  Refer to manuals of Windows 2000 for details of access permission, audit, and owner.

■ Device Options Tab



① Security Print Password

Set the password for Security Print, to enable the feature.

② Duplex Unit (Standard on DP-3000)

Check this checkbox if the Automatic Duplex Unit (DA-MD200) is installed.

③ Inner Tray

Check this checkbox if the Exit Tray (Inner) and the Dual-Path Exit Guide Unit (DA-XN200/FX200) are installed.

Specifying inner bins, Inner 1 and Inner 2, is allowed for printing on the printer.

④ Outer Tray

Check this checkbox if the Outer Tray (DA-XT200) is installed.

Setting of outer option is allowed when inner option is enabled.

⑤ Finisher

Check this checkbox if the 1-Bin Finisher (DA-FS200) is installed.

Setting of outer option is allowed when inner option is enabled. The staple function also is selectable when the outer option is enabled.

⑥ Number of Paper Tray

Select the number of available paper trays for the printer if an optional Paper Feed Module is installed.

⑦ Printer/Fax Memory

Select the size of the Expansion Flash Memory Card or whether a Fax Option (2MB) has been installed, to enable Security Print.

⑧ Restore Defaults button

Return all items in the **Device Options** Tab to standard settings (default).

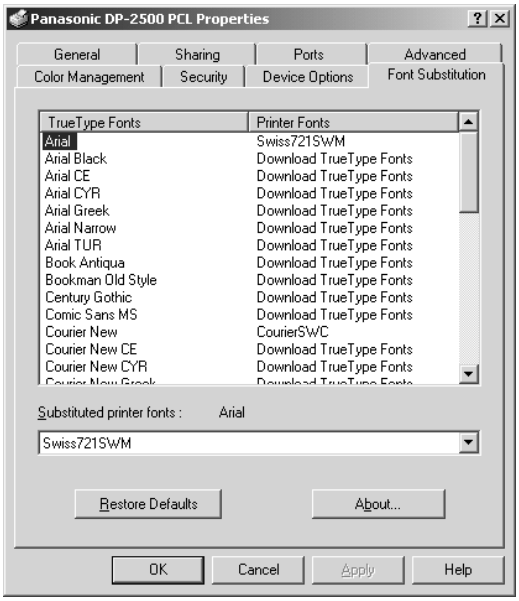
⑨ About... **button**

Displays the version information about the printer driver.

NOTE

- **Device Options** Tab is specified in the printer properties.

■ Font Substitution Tab



Edit the Font Substitution Table.
In the original setting, the Font Substitution Table is set to substitute TrueType fonts with the most similar printer fonts. However, if you wish to modify the substitution, select a font from the list of TrueType fonts displayed at the top and then select a corresponding Printer font from the Substituted printer fonts list box.

Configuring the Printer Driver Settings (User)

Changes the printer settings. Display the printer settings dialog box by the steps below:

1 Select **Print** in the **File** menu of an application.

2 Select DP-2000/2500/3000 in the name box.

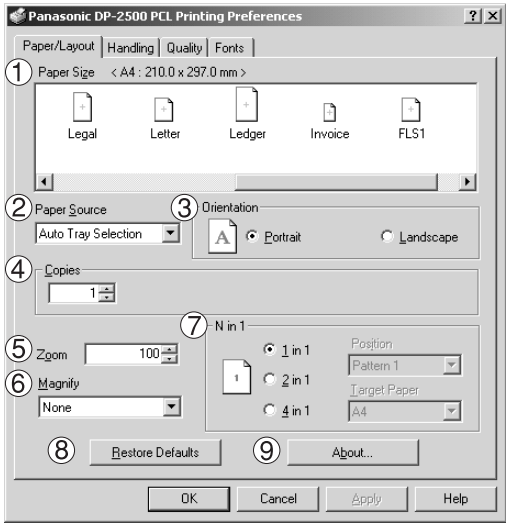
3 Click the Properties... button of the print dialog box.

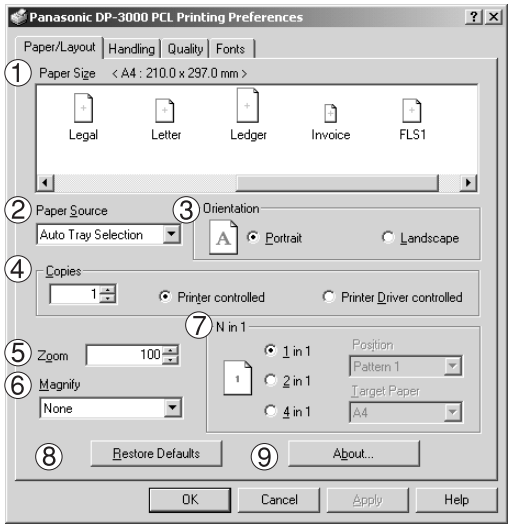
4 The dialog box for printer properties appears. Click the top tab of the dialog box and specify the properties.

NOTE

- In Windows 2000, setting the properties depends on the log-in accounts. This section describes properties to be specified by a user, upon executing a print operation on an application. See "Configuring the Printer Driver Settings (Administrator)" for details of administrator (system manager) properties. (See page 64)

■ Paper/Layout Tab





① Paper Size

Select a document size.

② Paper Source

Specify where the paper you want to use is located in the machine. If you choose **Auto Selection**, the printer driver will automatically select an appropriate tray according to the Paper Size.

③ Orientation

Select the print orientation (Portrait/Landscape).

④ Copies

Specify the number of copies to be printed. If the number of copies to be printed can be specified within the application, indicate one copy here and specify the number of copies in the Print dialog box of the application.

DP-3000 Driver only

- **Printer controlled**
  The printer controls number of copies. (Prints faster utilizing the Sort Memory of printer.)

  Note: If the Collation can be specified on the application's Print dialog box, make sure it is unchecked in order for this setting to function properly.
- **Printer driver controlled**
  The printer driver controls number of copies. (Prints slower but do not utilize the Sort Memory of printer.)

⑤ Zoom

Specify an enlargement or reduction percentage when printing documents. If enlargement/reduction can be set within the application, indicate 100% here and specify the enlargement/reduction percentage in the Print dialog box of the application.

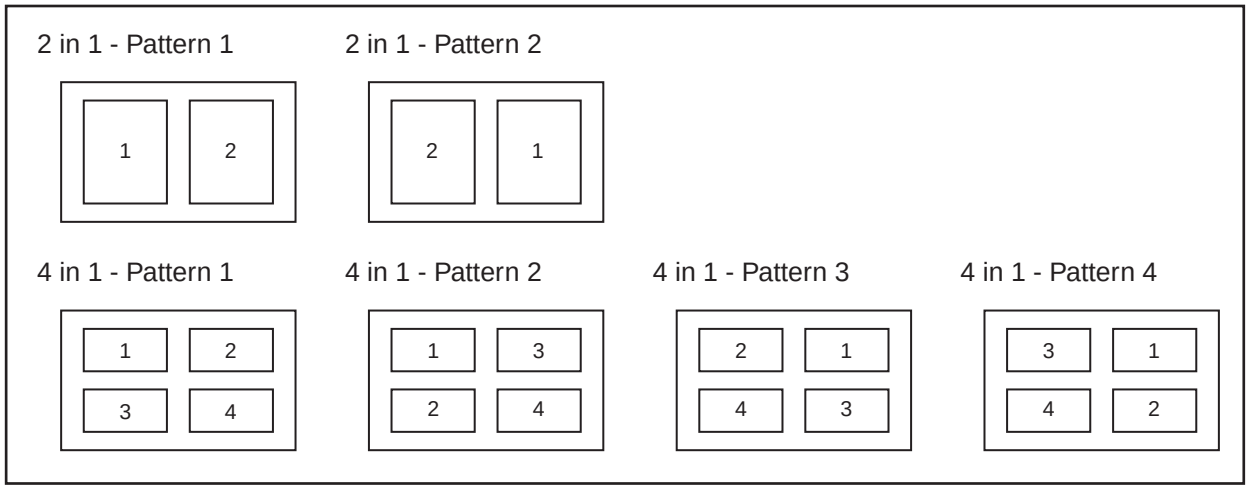
⑥ Magnify

Select a fixed enlargement/reduction ratio according to the paper size. Specifying the magnification ratio changes the Zoom to display the actual enlargement/reduction percentage.

⑦ N in 1

Specify the layout pattern for printing multiple documents on a single sheet of paper.
Selecting 2 in 1 or 4 in 1 changes the Zoom to display the actual enlargement/reduction percentage.

Note: 2 in 1 or 4 in 1 allows the user to select the following layouts under the Position field:



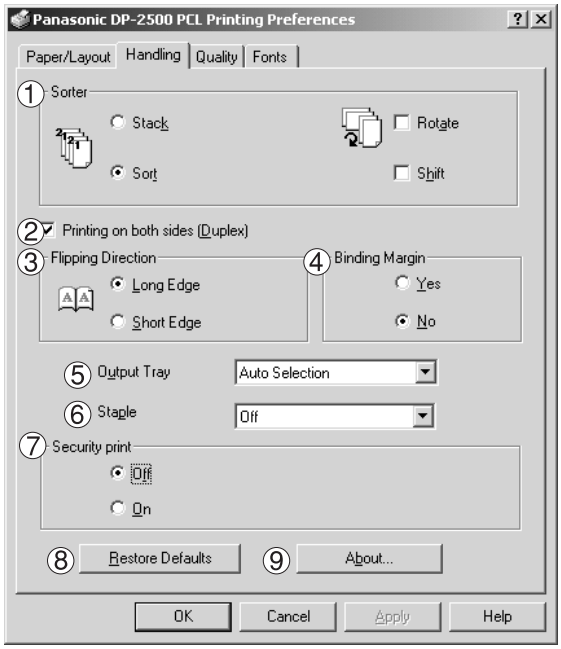
⑧ [Restore Defaults] button

Return all items in **Paper/Layout** Tab to standard settings (default).

⑨ [About...] button

Displays the version information about the printer driver.

■ Handling Tab



① Sorter

Select whether to Stack, Sort, Rotate-Sort or Shift-Sort when printing multiple copies.

Note: When the **Staple** is set to On, the **Rotate-Sort** and **Shift-Sort** is not activated even if it is selected.

② Printing on both sides (Duplex)

Select duplex printing for printing on both sides.

Note 1) Duplex Printing is allowed only when the Dual-Path Exit Guide Unit, Paper Transport Unit and Automatic Duplex Unit (DA-FK200/FK210/MD200) are installed.

Note 2) Check [Duplex Printing] check box in **Device Options** Tab.

③ Flipping Direction

Select binding side (Long Edge/Short Edge) for duplex printing.

④ Binding Margin

Select the binding margin upon duplex printing.

The width of binding margin is specified on the main unit. (See page 38 of the Copier Operating Instructions)

⑤ Output Tray

Specify the output destination. (Auto Selection, Inner Tray 1, Inner Tray 2)

Note 1) Output Tray selection is allowed only with Dual-Path Exit Guide Unit, Paper Transport Unit, Exit Tray (Outer) or 1-Bin Finisher (DA-FK200/FK210/XT200/FS200) installed.

Note 2) Check the [Inner Tray], [Outer Tray] or [Finisher] check boxes in the **Device Options** Tab.

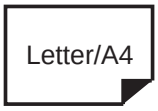
⑥ Staple

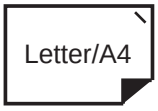
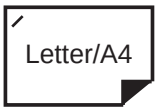
Specifying staple printing is allowed when the output tray is set to Finisher.

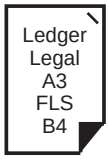
Note 1) Staple printing is allowed only with Electronic Sorting Board (DA-ES200 : For DP-2000 only) and 1-Bin Finisher (DA-FS200) installed.

Note 2) Select "Sort" in the sort menu.

Note 3) Paper is stapled at the top left or at top right. (See table below.)

<table>
<tr><th>Document orientation</th><th>Paper orientation</th><th>Stapling position</th></tr>
<tr><td rowspan="2">
</td><td>
</td><td>Top left
</td></tr>
<tr><td> 
</td><td>Top right

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
<tr><td rowspan="2">
</td><td>
</td><td>Top right
 
</td></tr>
<tr><td>
</td><td>Top left
 

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
<tr><td>
</td><td rowspan="2">
</td><td>Top right
 

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
<tr><td>
</td><td>Top left

Note) Stapling on Invoice/B5 sheet is not allowed.</td></tr>
</table>

⑦ **Security print**

Select to enable security print.

Note 1) Security print is allowed only when the security print password is set on the **Device Options** Tab. (See page 71)

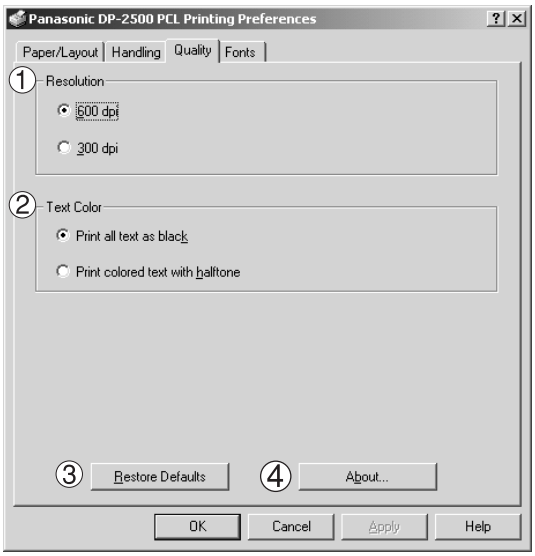
⑧ Restore Defaults **button**

Return all items in the window to standard settings (default).

⑨ About... **button**

Displays the version information about the printer driver.

■ Quality Tab



① Resolution

Select the printer resolution (300/600dpi).

② Text Color

Select the print control of colored text.

- **Print all text as black**
  All colored text is printed as solid black.
- **Print colored text with halftone**
  Colored text is printed using shades of gray.

③ Restore Defaults button

Return all items in the **Quality** Tab to standard settings (default).

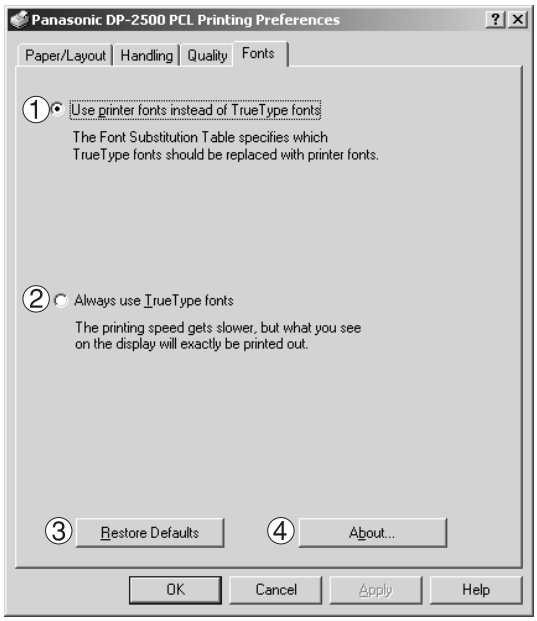
④ About.. button

Displays the version information about the printer driver.

NOTE

- **dpi** (dot per inch) means the number of dots contained in one inch. The higher the value is, the higher the resolution becomes.

■ Fonts Tab



① Use printer fonts instead of TrueType fonts

Prints using printer fonts, substituting for the TrueType fonts used in the original document. The substituting printer font can be set from the Font Substitution Table.

② Always use TrueType fonts

Always uses TrueType fonts without substituting them with printer fonts.

③ Restore Defaults button

This will reset all items in the window to their default values and settings.

④ About... button

This will display the version of the printer driver being used.

NOTE

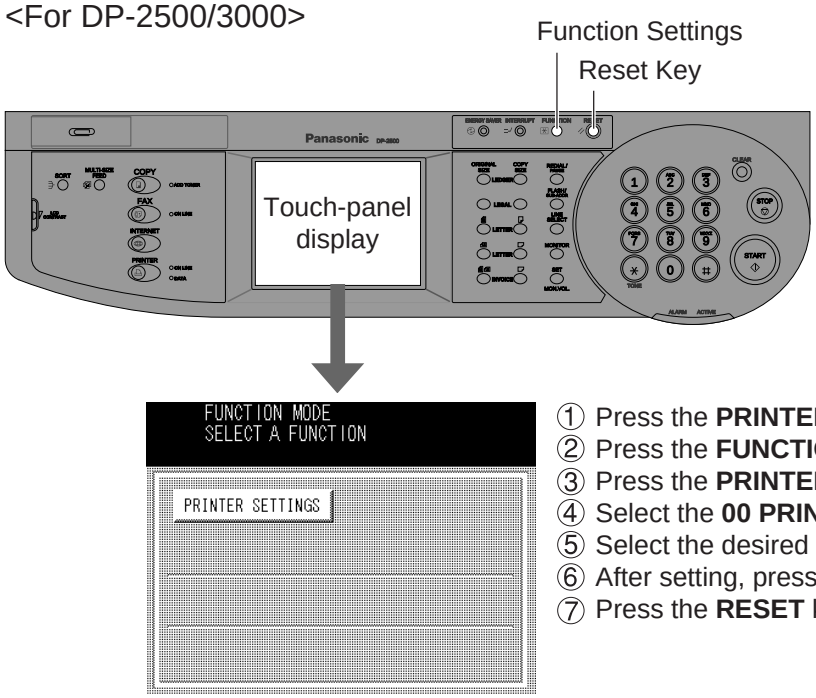
- For information regarding setting the Font Substitution Table, see "**Font Substitution Tab** (page 73)".

Installation and Configuration (Windows 2000)

Setting the default Output Tray on the Device

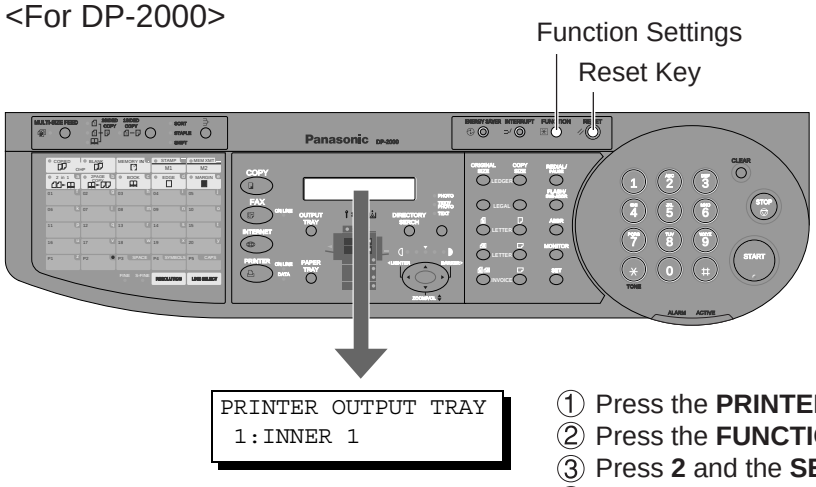
This setting will determine which tray will be used for the output of a print job when the selection in the Output Tray box on the Handling tab of the Printer Properties is set to Auto Selection.

<For DP-2500/3000>



① Press the **PRINTER** key.
② Press the **FUNCTION** key.
③ Press the **PRINTER SETTINGS** key.
④ Select the **00 PRINTER OUTPUT TRAY**.
⑤ Select the desired Output Tray.
⑥ After setting, press the **OK** key on the screen.
⑦ Press the **RESET** key.

<For DP-2000>



① Press the **PRINTER** key.
② Press the **FUNCTION** key.
③ Press **2** and the **SET** key.
④ Select the desired Output Tray.
⑤ After setting, press the **SET** key.

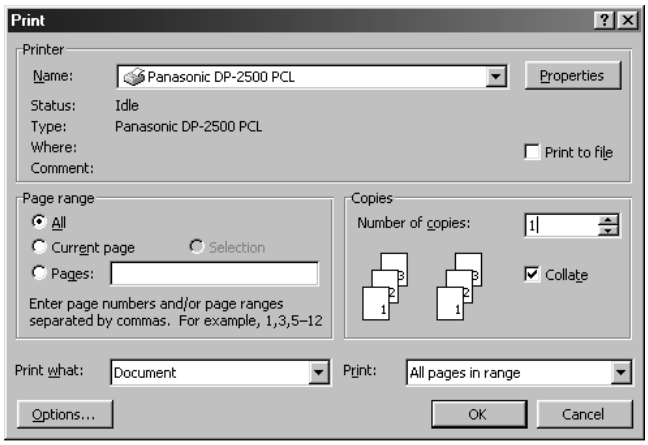
Setting mode	Settings	Preset value number
00 PRINTER OUTPUT TRAY	Set the printer paper priority accommodation position. Outer/Inner 2/Inner 1	Inner 1

Print Operation

Printing from Windows Application

If the printer driver is installed properly and a printer is selected as the default printer in the printer setup, printing can be accomplished from any Windows application with simple operations.

To print from most Windows applications, use the **Print...** command on the **File** menu. Selecting the **Print...** command typically displays the following Print dialog box:



After selecting the print range to be printed and the number of copies, click on OK to start printing.

While documents are being printed, a printer indicator remains displayed on the left side of the clock on the task bar. The indicator disappears when printing is completed.

You may double-click on the indicator to open and verify the details of the print queue in the spooler.

NOTE

Follow the steps below to set a default printer:

- Click the **Start** button and select **Printers** in the **Settings** menu.
- Select the printer icon in the window and select **[Set As Default]** in dropdown menu by right-clicking it. Then the check mark is displayed.

Print Operation

Printing on Network

For sharing a printer by connecting two computers via crossed-cable or using a hub, a connection among computers must be established.
Establishing a connection among computers is verified by displaying the connected computers in Network Neighborhood on the desktop.

The settings for printer sharing is specified by the following steps:

■ Printer server (PC connected to a printer)

1 Install the printer driver on a computer to be connected to the main unit.

2 Click the **Start** button, place the cursor on **Settings**, and then click **Printers.**

3 Select the printer icon and select [**Sharing...**] in the dropdown menu by right-clicking it.

4 Select **Shared As** in properties dialog box.

5 Click the OK button.

Upon completion of the settings, the shape of the icon changes displaying sharing settings.

NOTE

- Refer to manuals of network cards and Windows users guide for connection among computers.
- On Windows 95/98/Me, a computer connected to a printer must have been set up to allow printer sharing by the following operations:
  1. Double-click on **Network** in control panel, and then click File and Print Sharing... button in the **Network Configuration** tab.
  2. Check [**I want to be able to allow others to print to my printer(s).**] in the File and Print Sharing dialog box.

■ Remote (PC that uses other computer's printer)

1 Click **Start** button, place cursor on **Settings** and then click **Printers.**

2 Double-click **Add Printer** in the printers folder.
Add Printer Wizard appears.
Click the Next button.

3 Select **Network Printer**.
Click the Next button.

4 Specify the other computer's printer by entering the network path.
Then, complete the installation by following the instruction of the Add Printer Wizard.

The operations above enable output from the remote computer to a printer connected to a printer server.

NOTE

Troubleshooting

Starting with:

If the Panasonic Printing System is not printing or working as expected, and if you are not sure what to do, start your troubleshooting by checking the basics below:

- Ensure that the Ethernet LAN (10/100Base-T) Cable is connected properly
- Ensure that the programmed Internet Parameter is correct
- Ensure that the unit is turned on
- Ensure that the Paper is set properly on the unit
- No error message is displayed on the unit

The above points can be verified by printing a test page. Refer to the following for procedures of test page printing:

Windows 95/98/Me [General Tab] (See page 17)
Windows NT 4.0 [General Tab] (See page 39)
Windows 2000 [General Tab] (See page 65)

Troubleshooting

Document is not printed correctly

Problem	Solutions
Character is not printing in the correct positions or the characters near the edges of the page are missing.	• Check and specify the paper size and orientation settings in the printer driver to coincide with the application. • Check if the specified paper is loaded in the Panafax facsimile unit. • Increase the Page Margins in the application. The Panafax facsimile unit requires minimum margins of ¼ inches (4 mm) on all sides.
The font type is wrong.	• Check if the selected font is installed in the PC. • Check if the selected font is being replaced with a proper printer font in the Font Substitution Table of the Printer Driver Properties dialog box. • Select "**Always use TrueType fonts**" from the **Font** tab of the Printer Driver Properties dialog box.
The character is not smooth.	• Select an outline font instead of a bit map font.
Fine line print cannot be obtained.	• Select 600 dpi resolution.
Poor photograph print quality.	• Select 600 dpi resolution.
Different character or symbol from the document is printed.	• Check if the Panafax Printing System printer driver is selected.
Printing is exceedingly slow.	• Select the Spool settings "**Start printing after first page is spooled**" from the **Details** tab of the Printer Driver Properties dialog box. • Select 300 dpi resolution.

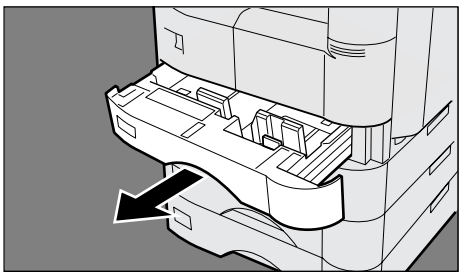
Error messages displayed on computer

Problem	Action
Error in writing to LPT1. Unable to write to the specified device.	Verify that the device is connected to the computer correctly. Verify that the power of the device is turned on. Verify that the paper is properly loaded.
Error in writing to LPT1. Printer timeout error occurred.	Verify that the power of the device is turned on. Excessive data volume or number of pages may overflow the device's memory, disabling data reception. Increase the timeout setting value in properties (for transmission retry). Reference: Windows 95/98/Me [Details Tab] (See page 18) Windows NT 4.0 [Ports Tab] (See page 41) Windows 2000 [Ports Tab] (See page 67)
Printing is disabled due to an error in the current printer settings.	Differences in settings such as paper size or printing orientation exists between the application and the printer driver. Specify the correct settings.
Network Print DLL Error.	• Check if the Panafax facsimile unit is turned "On" and the 10Base-T cable is properly connected. • Printer Properties may be incorrectly configured. (i.e. Printer Port)
Network Port is Busy.	• The Panafax facsimile unit may be processing someone's print job, please wait and try again later. • The Panafax facsimile unit is either Transmitting or Receiving an email.
Cannot print because an error is found in the current printer setting.	• Verify and specify the paper size or orientation to coincide with the application and the printer driver settings.

Adding Paper(🖹)

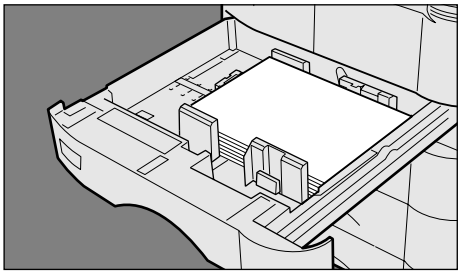
■ 550-sheet paper tray

1



Pull paper tray out of copier.

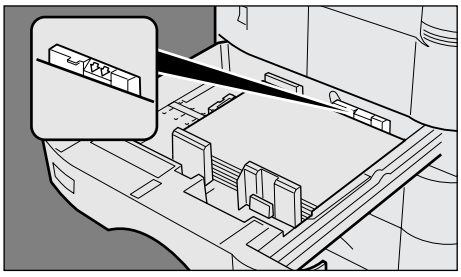
2



Place paper with the copying surface facing upward.

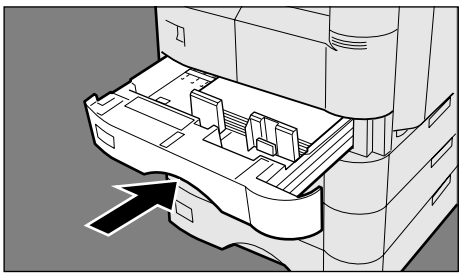
Special papers, like glossy paper, mailing labels and transparaencies cannot be used in the paper tray. Use sheet bypass for special paper.

3



Make sure paper is not loaded above the overfill indicator located in the paper.

4



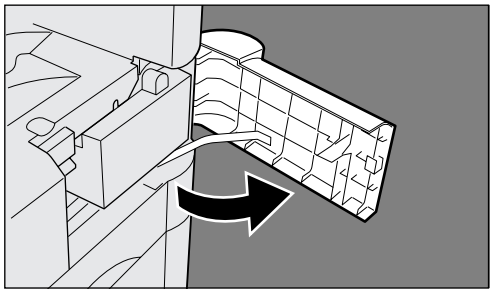
Firmly push the paper tray back into the copier.

NOTE

- Do not use paper with folds or wrinkles.
  Refer to page 44 of the machine's operating instruction for details on changing the paper size for the paper tray.
- Unused paper should always be placed into a bag and the opening should be sealed for storage.
  If the paper is left exposed, problems such as paper curl, paper jams, wrinkles or loss of copied image quality may occur.

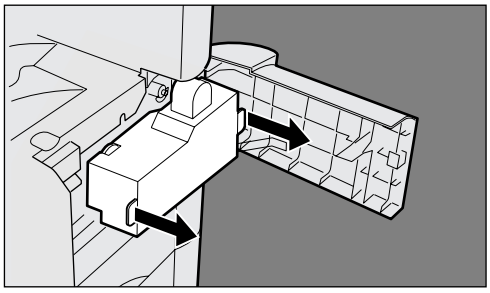
Replacing the Toner Cartridge and Waste Toner Box()

1



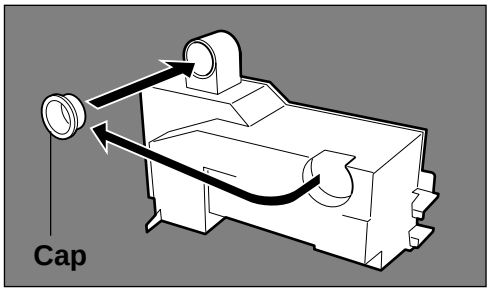
Open the front door.

2



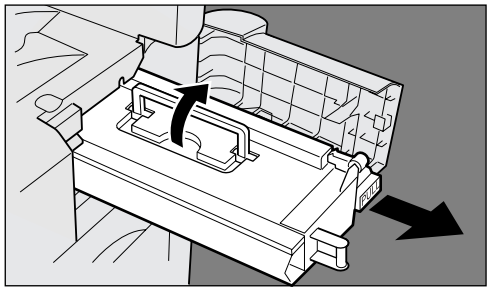
Slowly pull the waste toner box straight out.

3



Close the box with the enclosed cap.

4

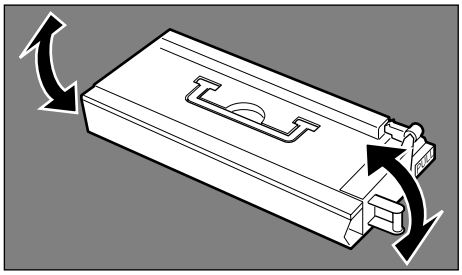


Remove the old toner cartridge.

NOTE

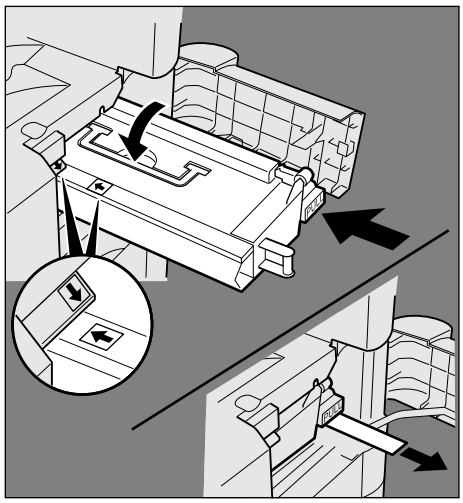
- For optimum copy quality use the recommended Panasonic toner. Store toner in a cool dark place. Do not unseal toner before use. Use it as fast as possible after unsealing.

5



Shake the new toner cartridge well.

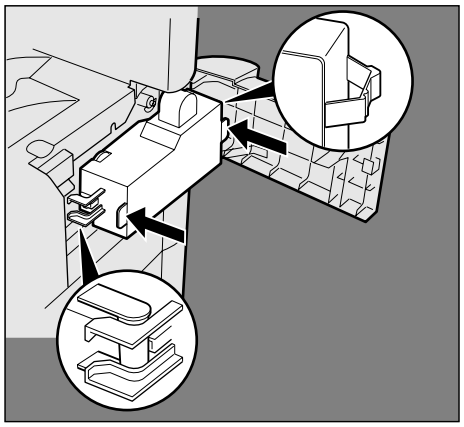
6



Install the new toner cartridge into the copier, and pull out the protective seal.

Note: Pull on the seal slowly and straight out.

7



Install a new waste toner box.

8

Close the front door.

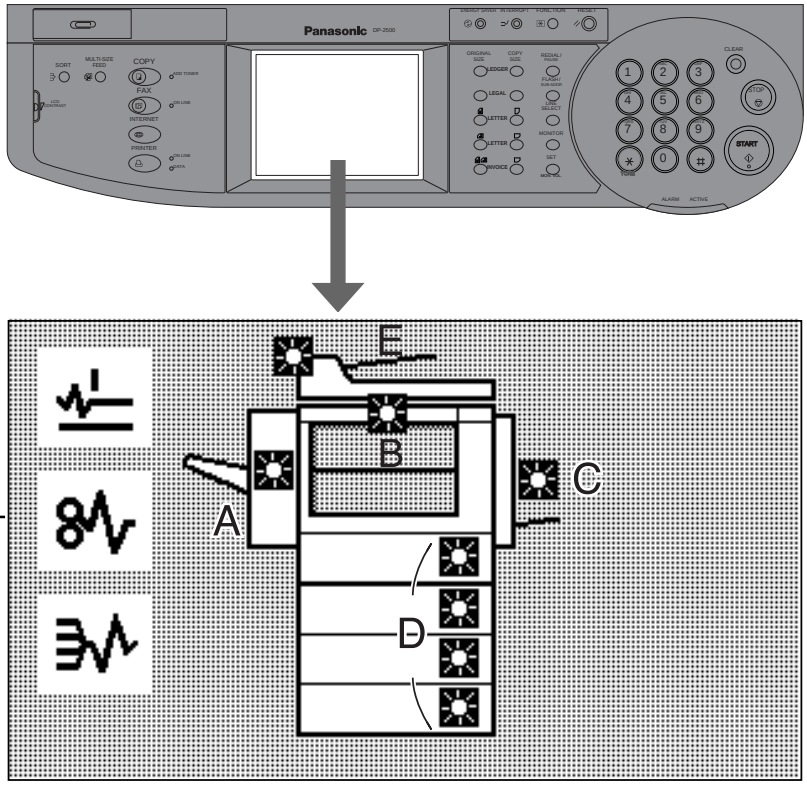
NOTE

- Do not reuse the toner from the waste toner box.

Removing a Misfed Paper

■ Paper Misfeed Indicators and Locations

When paper misfed occurs, the misfeed indicator and the misfeed location(s) will be displayed on the touch panel display.

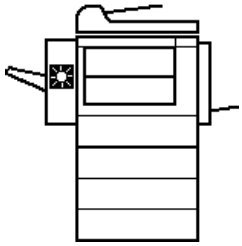


Paper Misfeed Locations

	Finisher	A: Finisher (See Page 94)
	Copier or Paper Feed Unit	B: Paper transport area (See Page 95) C: Paper entry area (See Page 96) D: Paper feed unit (See Page 98)
	ADF/i-ADF	E: ADF/i-ADF (See Page 99)

NOTE

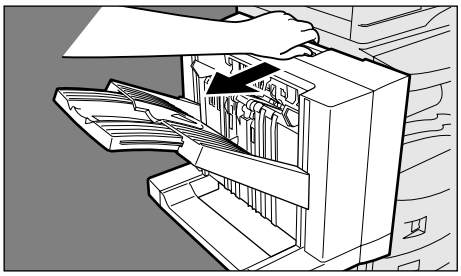
- Make sure that the misfeed indicator goes off after removing the paper misfeed paper. The misfeed indicator will not go off if the paper is still jammed in the copier. Check again and remove all misfed paper.



■ **Finisher**

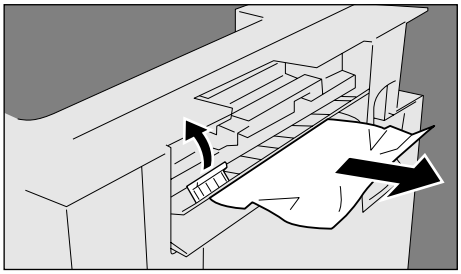
- Make sure that the misfeed indicator goes off after removing all misfed paper.

1



Pull out the finisher.

2



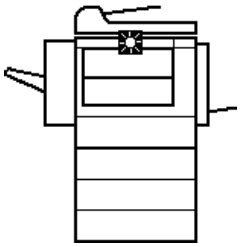
Lift up the lever and clear the paper jam.

3

Return the finisher to original position.

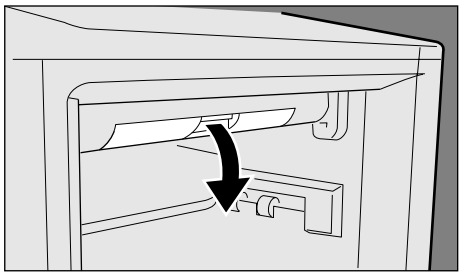
NOTE

- Make sure that the misfeed indicator goes off after removing all misfed paper.

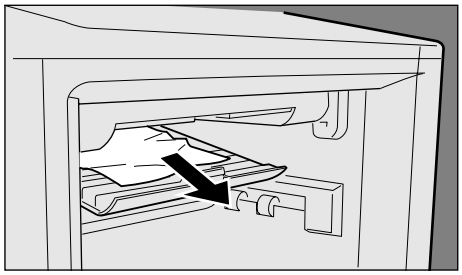


■ Paper Transport Area

- Make sure that the misfeed indicator goes off after removing all misfed paper.

1 

Push the latch to open the cover.

2 

Remove the misfed paper.

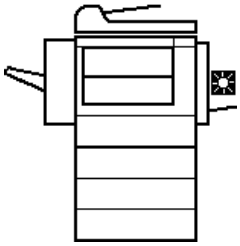
3

Close the cover by pushing the latch.
(Check that the latch is securely fastened.)

NOTE

- Make sure that the misfeed indicator goes off after removing all misfed paper.

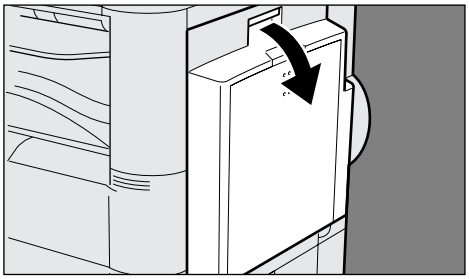
Troubleshooting



■ Paper Entry area

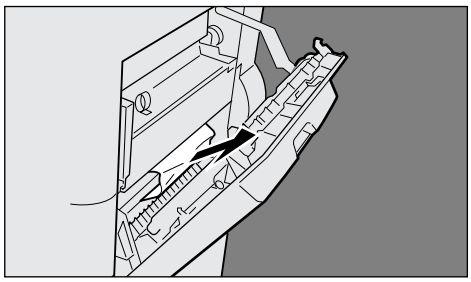
- Make sure that the misfeed indicator goes off after removing all misfed paper.

1



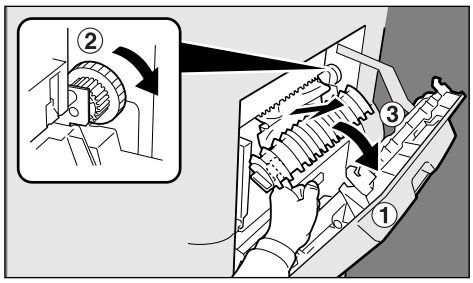
Open the right cover.

2



Remove misfed paper.

3

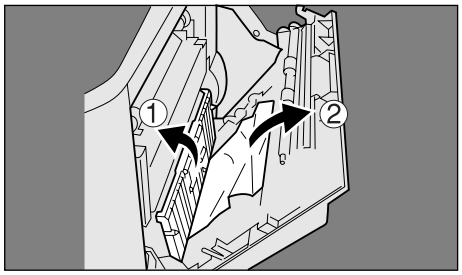


① Open the heat roller cover.
② If copy paper is fed far into the copier, turn the right paper clearing knob.
③ Remove misfed paper.

NOTE

- Make sure that the misfeed indicator goes off after removing all misfed paper.

4



Automatic Duplex Unit (ADU)

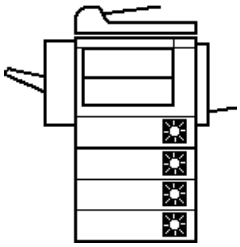
① Open the paper feed guide.
② Remove misfed paper.

5

Close the right cover.

NOTE

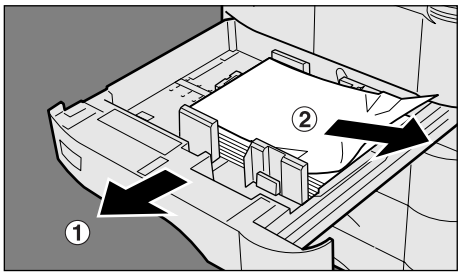
- Make sure that the misfeed indicator goes off after removing all misfed paper.



■ System Console

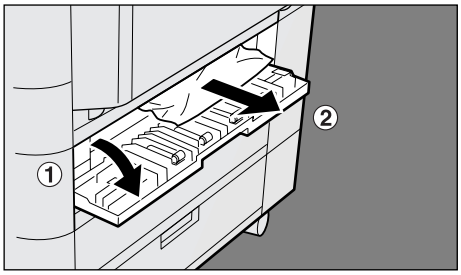
- Make sure that the misfeed indicator goes off after removing all misfed paper.

1



① Pull out the paper tray.
② Remove misfed paper.
③ Return the paper tray to the original position.

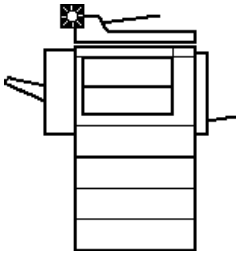
2



① Open the feed cover.
② Remove misfed paper.
③ Close the feed cover.

NOTE

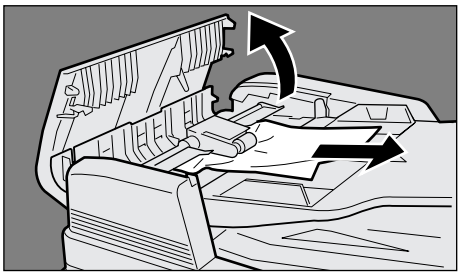
- Make sure that the misfeed indicator goes off after removing all misfed paper.



■ ADF/i-ADF

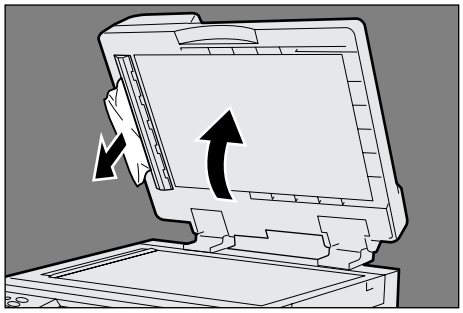
- Make sure that the misfeed indicator goes off after removing all misfed paper.

1



① Open the ADF cover.
② Remove misfed paper.
③ Close the ADF cover.

2

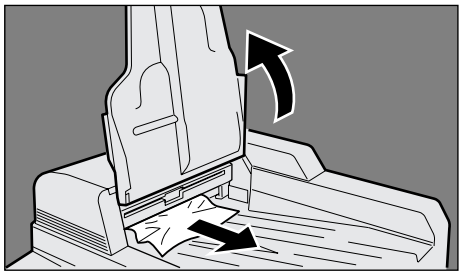


① Open the ADF.
② Remove misfed paper.
③ Close the ADF.

NOTE

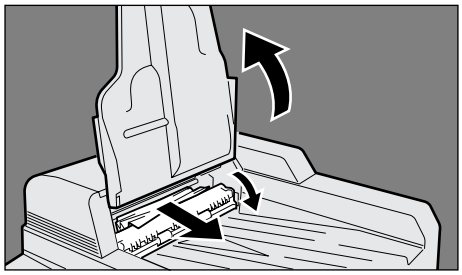
- Push the tab on the center of the ADF cover to close it.
- Make sure that the misfeed indicator goes off after removing all misfed paper.

3



① Lift up the ADF tray top cover.
② Remove misfed paper.
③ Close the ADF tray top cover.

4

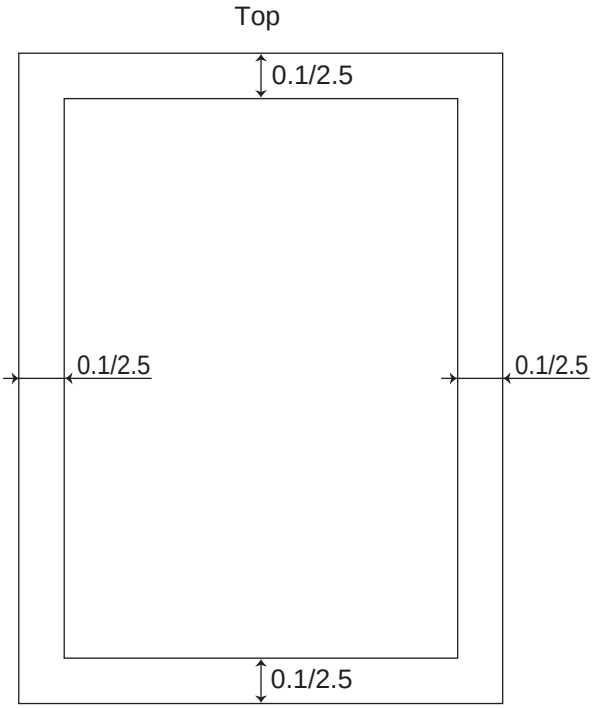


<i-ADF>
① Lift up the ADF tray top cover.
② Open the entry cover.
③ Remove misfed paper.
④ Close the entry cover.
⑤ Close the ADF tray top cover.

NOTE Make sure that the misfeed indicator goes off after removing all misfed paper.

Appendix

Printing/Scanning Area



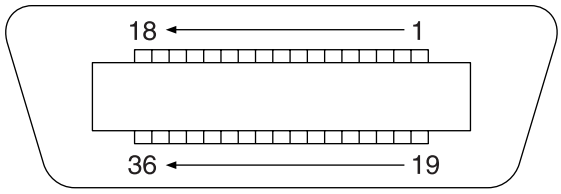
(Unit: inches/mm)

Appendix

Parallel Interface Connector

The printer has a parallel interface for connecting to PC.

Shape of Connector



Signal lines and pin arrangement

No.	I/O	Signal name	No.	I/O	Signal name
1	I	/STB	19	—	GND
2	I/O	DATA0	20	—	GND
3	I/O	DATA1	21	—	GND
4	I/O	DATA2	22	—	GND
5	I/O	DATA3	23	—	GND
6	I/O	DATA4	24	—	GND
7	I/O	DATA5	25	—	GND
8	I/O	DATA6	26	—	GND
9	I/O	DATA7	27	—	GND
10	O	/ACK	28	—	GND
11	O	BUSY	29	—	GND
12	O	PE	30	—	GND
13	I	SELECT	31	I	/INIT
14	O	/AUTOFD*	32	O	/FAULT
15	—	Not used	33	—	Not used
16	—	GND	34	—	Not used
17	—	GND	35	—	Not used
18	O	VCC	36	I	/SELIN*

*Signal used for bidirectional communication

Signal functions

Signal name	Function
/STB	Signal for sending data to printer. Steady-state value is **High.** Printer reads data until this signal becomes from **Low** to **High.**
DATA0 to Data7	Input signal for receiving 8-bit data. Logic 1 is **High. DATA0** is **LSB** and **DATA 7** is **MSB.**
/ACK	Signal indicating that printer has read data into device completely. This signal is output in response to **/STB.**
BUSY	Signal indicating that printer is unable to receive data. Printer is able to receive data when this signal is **Low.**
PE	Signal indicating Paper Out of printer. This signal is **Low** when paper is loaded and is **High** when paper is out.
SELECT	Signal indicating that printer is under online status. Printer is capable of receiving data when this signal is **High.**
/AUTFD	Signal used for bidirectional communication
GND	Ground
VCC	Signal indicating that the power of printer is on. This signal allows verifying ON/OFF status of power of printer and connection status of printer cable.
/INT	Signal for initializing printer. Steady-state value is **High.** Printer is initialized by **Low.**
/FAULT	Signal indicating that printer is faulty.
/SELIN	Signal used for bidirectional communication

Font Code

Font Code	PCL Font	Compatible font
0	CG-Times	Dutch 810 SWC
1	CG-Times Italic	Dutch 810 Italic SWC
2	CG -Times Bold	Dutch 810 Bold SWC
3	CG-Times Bold Italic	Dutch 810 Bold Italic SWC
4	Univers	Swiss 742 SWC
5	Univers Italic	Swiss 742 Italic SWC
6	Univers Bold	Swiss 742 Bold SWC
7	Univers Bold Italic	Swiss 742 Bold Italic SWC
8	Univers Condensed	Swiss 742 Condensed SWC
9	Univers Condensed Italic	Swiss 742 Condensed Italic SWC
10	Univers Condensed Bold	Swiss 742 Condensed Bold SWC
11	Univers Condensed Bold Italic	Swiss 742 Condensed Bold Italic SWC
12	Antique Olive	Incised 901 SWC
13	Antique Olive Italic	Incised 901 Italic SWC
14	Antique Olive Bold	Incised 901 Bold SWC
15	CG Omega	Zapf Humanist 601 SWC
16	CG Omega Italic	Zapf Humanist 601 Italic SWC
17	CG Omega Bold	Zapf Humanist 601 Bold SWC
18	CG Omega Bold Italic	Zapf Humanist 601 Bold Italic SWC
19	Garamond	Aldine 430 Original Garamond SWC
20	Garamond Italic	Aldine 430 Original Garamond Italic SWC
21	Garamond Bold	Aldine 430 Original Garamond Bold SWC
22	Garamond Bold Italic	Aldine 430 Original Garamond Bold Italic SWC
23	Courier Medium	Fixed Pitch 810 Courier Roman SWC
24	Courier Italic	Fixed Pitch 810 Courier Italic SWC
25	Courier Bold	Fixed Pitch 810 Courier Bold SWC
26	Courier Bold Italic	Fixed Pitch 810 Courier Bold Italic SWC
27	Letter Gothic Regular	Fixed Pitch 850 Letter Gothic 12 pitch//text SWC
28	Letter Gothic Bold	Fixed Pitch 850 Letter Gothic Bold 12 pitch//text SWC
29	Letter Gothic Italic	Fixed Pitch 850 Letter Gothic Italic 12 pitch//text SWC
30	Albertus Medium	Flareserif 821 SWC
31	Albertus Extrabold	Flareserif 821 Extra Bold SWC
32	Clarendon Condensed	Clarendon 701 Condensed SWC
33	Coronet	Ribbon 131 SWC
34	Marigold	Audrey Two SWC
35	Arial	Swiss 721 SWM
36	Arial Italic	Swiss 721 Oblique SWM
37	Arial Bold	Swiss 721 Bold SWM
38	Arial Bold Italic	Swiss 721 Bold Oblique SWM
39	Times New Roman	Dutch 801 SWM
40	Times New Roman Italic	Dutch 801 Italic SWM
41	Times New Roman Bold	Dutch 801 Bold SWM
42	Times New Roman Bold Italic	Dutch 801 Bold Italic SWM
43	Symbol	Symbol SWA
44	Wingdings	Wingbats SWM

Appendix

Symbol Table

No.	Symbol Set
0	Legal (HP Legal)
1	ISO 4 (United Kingdom)
2	ISO 6 (ANSI, ASCII)
3	ISO 11 (Swedish/French)
4	ISO 15 (Italian)
5	ISO 17 (Spanish)
6	ISO 21 (German)
7	ISO 60 (Norwegian, v.1)
8	ISO 69 (French)
9	ISO 8859/2 Latin 2
10	ISO 8859/2 Latin 5
11	PC-8 (IBM-8, Code Page 437)
12	PC-8 DN (Denmark/Norway)
13	PC-850 (IBM-850)
14	PC-8 TK (Code Page 437T)
15	PC-852 Latin 2
16	Roman 8
17	Desk Top
18	ECMA 94 (Latin 1)
19	Macintosh
20	Math 8 (HP Math 8)
21	Microsoft Publishing
22	Pi Font (HP Pi Font)
23	PS Math
24	PS Text
25	Ventura International
26	Ventura Math
27	Ventura US
28	Windows
29	Windows 3.1
30	Windows 3.1 Latin 2
31	Windows 3.1 Latin 5
32	Symbol, Windows 3.1
33	Wingdings, Windows 3.1
34	Baltic (PC-1004)
35	Baltic (PC-775 Baltic)

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For Service Call: _____

Panasonic Document Imaging Company
A Division of Matsushita Electric Corporation of America
Two Panasonic way
Secaucus, New Jersey 07094

Panasonic Canada Inc.
5770 Ambler Drive, Mississauga,
Ontario L4W 2T3

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