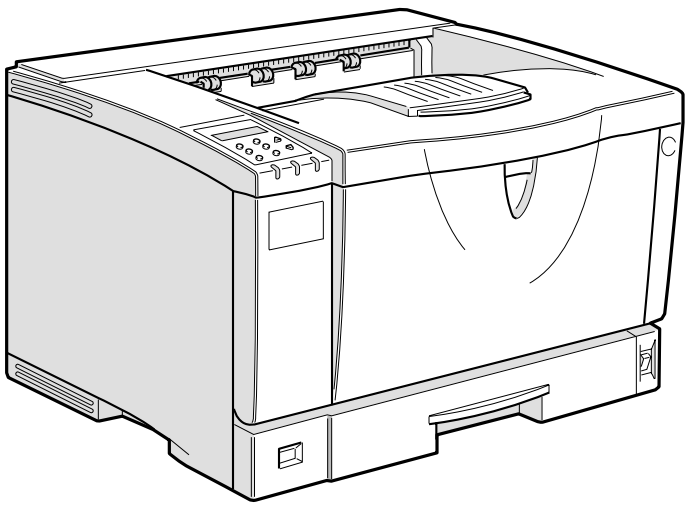
RICOH

RICOH LASER AP2600/AP2600N

Operating Instructions

Printer Reference



Read this manual carefully before you use this product and keep it handy for future reference.
For safety, please follow the instructions in this manual.

Introduction

This manual contains detailed instructions on the operation and maintenance of this machine. To get maximum versatility from this machine all operators should carefully read and follow the instructions in this manual. Please keep this manual in a handy place near the machine.

Please read the Safety Information before using this machine. It contains important information related to USER SAFETY and PREVENTING EQUIPMENT PROBLEMS.

Notes:

The actual names of the following applications do not appear on the following pages. Check the model name of the printer before reading this manual.

Descriptions in this manual	Model name
Type 1 Printer	RICOH LASER AP2600
Type 2 Printer	RICOH LASER AP2600N

Descriptions without the note for identifying the type of the printer are common for both models. Certain types might not be available in some countries. For more information, please contact your local dealer.

The actual names of the following applications do not appear on the following pages. Confirm which applications you will be using before reading this manual.

Descriptions in this manual	Application
PRINTER MANAGER FOR ADMINISTRATOR	Aficio Manager for Admin
PRINTER MANAGER FOR CLIENT	Aficio Manager for Client

Consumable:

Consumable	Name
Toner	RICOH LP TONER CARTRIDGE Type 100 BLACK

Consumable	Compornents
MAINTENANCE KIT Type 2600	Friction Pads, Paper Feed Rollers, Transfer Roller, Fusing Unit

Power Source

RICOH LASER AP2600: 120 V, 60 Hz, 8.4 A or more

RICOH LASER AP2600N: 120 V, 60 Hz, 8.4 A or more

Please be sure to connect the power cord to a power source as above.

Two kinds of size notation are employed in this manual. With this machine refer to the metric version.

Operator Safety:

This machine is considered a CDRH class I laser device, safe for office/ EDP use. The machine contains 5-milliwatt, 760 - 800 nanometer wavelength, GaAIAs laser diode. Direct (or indirect reflected) eye contact with the laser beam might cause serious eye damage. Safety precautions and interlock mechanisms have been designed to prevent any possible laser beam exposure to the operator.

Laser Safety:

The Center for Devices and Radiological Health (CDRH) prohibits the repair of laser-based optical unit in the field. The optical housing unit can only be repaired in a factory or at a location with the requisite equipment. The laser subsystem is replaceable in the field by a qualified Customer Engineer. The laser chassis is not repairable in the field. Customer engineers are therefore directed to return all chassis and laser subsystems to the factory or service depot when replacement or the optical subsystem is required.

Important

Parts of this manual are subject to change without prior notice. In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the machine.

Caution:

Use of controls or adjustment or performance of procedures other than those specified in this manual might result in hazardous radiation exposure.

Do not attempt any maintenance or troubleshooting other than that mentioned in this manual. This printer contains a laser beam generator and direct exposure to laser beams can cause permanent eye damage.

Two kinds of size notation are employed in this manual. With this machine refer to the inch version.

For good copy quality, Ricoh recommends that you use genuine Ricoh toner.

Ricoh shall not be responsible for any damage or expense that might result from the use of parts other than genuine Ricoh parts in your Ricoh office product.

Trademarks

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Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights in those marks.

Notes:

Some illustrations might be slightly different from your machine.

Certain options might not be available in some countries. For details, please contact your local dealer.

Note

The proper names of the Windows operating systems are as follows:

- Microsoft® Windows® 95 operating system
- Microsoft® Windows® 98 operating system
- Microsoft® Windows® Millennium Edition (Windows Me)
- Microsoft® Windows® 2000 Professional
- Microsoft® Windows® 2000 Server
- Microsoft® Windows NT® Server operating system Version 4.0
- Microsoft® Windows NT® Workstation operating system Version 4.0

Safety Information

When using your printer, the following safety precautions should always be followed.

Safety During Operation

In this manual, the following important symbols are used:

⚠ ***WARNING:***
Indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.

⚠ ***CAUTION:***
Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

⚠ ***WARNING:***

- ***Connect the power cord directly into a wall outlet and never use an extension cord.***
- ***Disconnect the power plug (by pulling the plug, not the cable) if the power cable or plug becomes frayed or otherwise damaged.***
- ***To avoid hazardous electric shock or laser radiation exposure, do not remove any covers or screws other than those specified in this manual.***
- ***Turn off the power and disconnect the power plug (by pulling the plug, not the cable) if any of the following conditions exists:***
  - ***You spill something into the equipment.***
  - ***You suspect that your equipment needs service or repair.***
  - ***Your equipment's cover has been damaged.***
- ***Do not incinerate spilled toner or used toner. Toner dust might ignite when exposed to an open flame.***
- ***Disposal can take place at our authorized dealer or at appropriate collection sites.***
- ***Dispose of the used toner cartridge in accordance with the local regulation.***

⚠ *CAUTION:*

- *Protect the equipment from dampness or wet weather, such as rain, snow, and so on.*
- *Unplug the power cord from the wall outlet before you move the equipment. While moving the equipment, you should take care that the power cord will not be damaged under the equipment.*
- *When you disconnect the power plug from the wall outlet, always pull the plug (not the cable).*
- *Do not allow paper clips, staples, or other small metallic objects to fall inside the equipment.*
- *Keep toner (used or unused) and toner cartridge out of the reach of children.*
- *For environmental reasons, do not dispose of the equipment or expended supply waste at household waste collection points. Disposal can take place at an authorized dealer or at appropriate collection sites.*
- *The inside of the machine could be very hot. Do not touch the parts with a label indicating the "hot surface". Otherwise it could cause a personal burn.*
- *Our products are engineered to meet high standards of quality and functionality, and we recommend that you only use the expendable supplies available at an authorized dealer.*

ENERGY STAR Program

As an ENERGY STAR Partner, we have determined that this machine model meets the ENERGY STAR Guidelines for energy efficiency.

The ENERGY STAR Guidelines intend to establish an international energy-saving system for developing and introducing energy-efficient office equipment to deal with environmental issues, such as global warming.

When a product meets the ENERGY STAR Guidelines for energy efficiency, the Partner shall place the ENERGY STAR logo onto the machine model.

This product was designed to reduce the environmental impact associated with office equipment by means of energy-saving features, such as Low-power mode.

- **Energy Saver mode**
  This printer automatically lowers its power consumption 15 minutes after the last operation has been completed. To exit Energy Saver mode, press any key on the operation panel. To change the setting of the Energy Saver mode, see P.115 *"System Menu"*.

❖ Specifications

Energy Saver mode	Power Consumption	17 W
	Default Time	30 minutes

Recycled Paper

In accordance with the ENERGY STAR Program, we recommend use of recycled paper which is environment friendly. Please contact your sales representative for recommended paper.

Manuals for This Printer

Manuals for This Printer

The following manuals describe the operational procedures and maintenance of this machine.

To enhance safe and efficient operation of this printer, all users should read and follow the instructions carefully.

❖ **Quick Installation Guide**
Describes how to install the printer.

❖ **Setup Guide**
Provides information about setting up the printer and its options. This manual is provided as a printed manual, and also as a PDF file on the CD-ROM labeled "Operating Instructions".

❖ **Printer Reference (this manual)**
Provides information about using the printer and its options. This manual provided as a PDF file on the CD-ROM labeled “Operating Instructions”.

❖ **Network Interface Board Operating Instructions**
Provides information about setting up and using the printer in a network environment. This manual provided as a PDF file on the CD-ROM labeled “Operating Instructions”.

❖ **PostScript 3 Operating Instructions Supplement**
Describes the menus and features for the PostScript 3 printer driver. This manual provided as a PDF file on the CD-ROM labeled “Operating Instructions”.

❖ **UNIX Supplement**
Provides information about setting up and using the printer in a UNIX environment. This manual provided as a PDF file on the CD-ROM labeled “Operating Instructions”.

Note

❒ There are two CD-ROMs that come with this printer. One is labeled "Operating Instructions" and the other is "Drivers and Utilities".

How to Read This Manual

Symbols

In this manual, the following symbols are used:

⚠ ***WARNING:***
This symbol indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.

⚠ ***CAUTION:***
This symbol indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

* The statements above are notes for your safety.

Important
If this instruction is not followed, paper might be misfed, originals might be damaged, or data might be lost. Be sure to read this.

Preparation
This symbol indicates the prior knowledge or preparations required before operating.

Note
This symbol indicates precautions for operation, or actions to take after misoperation.

Limitation
This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used.

Reference
This symbol indicates a reference.

[ ]
Keys that appear on the machine's panel display.

Keys and buttons that appear on the computer's display.

【 】
Keys built into the machine's operation panel.

Keys on the computer's keyboard.

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1. Setting Up the Printer Driver and Canceling a Print Job

PCL 6/5e - Accessing the Printer Properties

Windows 95/98/Me - Accessing the Printer Properties

Changing the default printer settings

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Properties].**
   The Printer Properties appear.
4. **Make any settings you require and click [OK].**

Note

❒ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95/98/Me.

Note

❒ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

1. **On the [File] menu, click [Print].**
   The **[Print]** dialog box appears.
2. **Select the printer you want to use in the [Name] list box, and then click [Properties].**
   The **[Printer Properties]** dialog box appears.
3. **Make any settings you require and click [OK].**
4. **Click [OK] to start printing.**

Windows 2000 - Accessing the Printer Properties

Changing the default printer settings - Printer Properties

Limitation

❒ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

2 **Click to select the icon of the printer whose default setting you want to change.**

3 **On the [File] menu, click [Properties].**

The Printer Properties appear.

4 **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Changing the default printer settings – Printing Preferences Properties

Limitation

❒ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

2 **Click to select the icon of the printer whose default settings you want to change.**

3 **On the [File] menu, click [Printing Preferences...].**

The Printing Preferences Properties appears.

4 **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Print]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

Note

❒ The actual procedures you should follow to open the **[Print]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

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

   The **[Print]** dialog box appears.

2. **Select the printer you want to use in the [Select Printer] box.**

3. **Make any settings you require and click [Apply] to start printing.**

Windows NT 4.0 - Accessing the Printer Properties

Changing the default printer settings - Printer Properties

Limitation

❒ Changing the setting of the printer requires Full Control access permission. Members of Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

   The **[Printers]** window appears.

2. **Click to select the icon of the printer whose default settings you want to change.**

3. **On the [File] menu, click [Properties].**

   The Printer Properties appears.

4. **Make any settings you require and click [OK].**

   Note

   ❒ Settings you make here are used as the default settings for all applications.

Changing the default printer settings – Default Document Properties

Limitation

❒ Changing the setting of the printer requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Document Defaults].**
   The Default Document Properties appear.
4. **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows NT 4.0.

Note

❒ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

1. **On the [File] menu, click [Print].**
   The **[Print]** dialog box appears.
2. **Select the printer you want to use in the [Name] list box, and then click [Properties].**
   The Printer Properties appears.
3. **Make any settings you require and click [OK].**
4. **Click [OK] to start printing.**

RPCS - Accessing the Printer Properties

Windows 95/98/Me - Accessing the Printer Properties

Changing the default printer settings

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Properties].**
   The printer properties appear.
4. **Make any settings you require and click [OK].**

Note

❒ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95/98/Me.

Note

❒ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

1. **On the [File] menu, click [Print].**
   The **[Print]** dialog box appears.
2. **Select the printer you want to use in the [Name] list box, and then click [Properties].**
   The **[Printer Properties]** dialog box appears.
3. **Make any settings you require and click [OK].**
4. **Click [OK] to start printing.**

Windows 2000 - Accessing the Printer Properties

Changing the default printer settings - Printer Properties

Limitation

❒ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

2 **Click to select the icon of the printer whose default settings you want to change.**

3 **On the [File] menu, click [Properties].**

The Printer Properties appears.

4 **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Changing the default printer settings – Printing Preferences Properties

Limitation

❒ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1 **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

2 **Click to select the icon of the printer whose default settings you want to change.**

3 **On the [File] menu, click [Printing Preferences...].**

The Printing Preferences Properties appear.

4 **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Print]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

Note

❒ The actual procedures you should follow to open the **[Print]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

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

   The **[Print]** dialog box appears.

2. **Select the printer you want to use in the [Select Printer] box.**

3. **Make any settings you require and click [Apply] to start printing.**

Windows NT 4.0 - Accessing the Printer Properties

Changing the default printer settings - Printer Properties

Limitation

❒ Changing the setting of the printer requires Full Control access permission. Members of Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

   The **[Printers]** window appears.

2. **Click to select the icon of the printer you want to use.**

3. **On the [File] menu, click [Properties].**

   The **[Printer Properties]** dialog box appears.

4. **Make any settings you require and click [OK].**

   Note

   ❒ Settings you make here are used as the default settings for all applications.

Changing the default printer settings – Default Document Properties

Limitation

❒ Changing the setting of the printer requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer you want to use.**
3. **On the [File] menu, click [Document Defaults].**
   The Default Document Properties appear.
4. **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows NT 4.0.

Note

❒ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

1. **On the [File] menu, click [Print].**
   The **[Print]** dialog box appears.
2. **Select the printer you want to use in the [Name] list box, and then click [Properties].**
   The **[Printer Properties]** dialog box appears.
3. **Make any settings you require and click [OK].**
4. **Click [OK] to start printing.**

PostScript - Setting Up for Printing

Windows 95/98/Me - Accessing the Printer Properties

Changing the default printer settings

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Properties].**
   The **[Printer Properties]** dialog box appears.
4. **Make any settings you require and click [OK].**
5. **Click [OK].**

Note

❒ With some applications, the printer driver's settings are not used, and the application's own default settings are applied.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95/98/Me.

Note

❒ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

1. **On the [File] menu, click [Print].**
   The **[Print]** dialog box appears.
2. **Select the printer you want to use in the Name list box, and then click [Properties].**
   The **[Printer Properties]** dialog box appears.
3. **Make any settings you require and click [OK].**
4. **Click [OK] to start printing.**

Windows 2000 - Accessing the Printer Properties

Changing the default printer settings - Printer Properties

Limitation

❒ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Properties].**
   The **[Printer Properties]** dialog box appear.
4. **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Changing the default printer settings – Printing Preferences Properties

Limitation

❒ Changing the setting of the printer requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you set up options, log on using an account that has Manage Printers permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click to select the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Printing Preferences...].**
   The Printing Preferences Properties appears.
4. **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Print]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

Note

❒ The actual procedures you should follow to open the **[Print]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

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

   The **[Print]** dialog box appears.

2. **Select the printer you want to use in the [Select Printer] box.**

3. **Make any settings you require and click [Print] to start printing.**

4. **Click [OK] to start printing.**

Windows NT 4.0 - Accessing the Printer Properties

Changing the default printer settings - Printer Properties

Limitation

❒ Changing the setting of the printer requires Full Control access permission. Members of Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

   The **[Printers]** window appears .

2. **Click to select the icon of the printer whose default settings you want to change.**

3. **On the [File] menu, click [Properties].**

   The **[Printer Properties]** dialog box appears.

4. **Make any settings you require and click [OK].**

   Note

   ❒ Setting you make here are used as the default settings for all applications.

Changing the default printer settings - Default Document Properties

Limitation

❒ Changing the setting of the printer requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default. When you set up options, log on using an account that has Full Control permission.

1 **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

2 **Click to select the icon of the printer you want to use.**

3 **On the [File] menu, click [Document Defaults].**

The Default Document Properties appear.

4 **Make any settings you require and click [OK].**

Note

❒ Settings you make here are used as the default settings for all applications.

Making printer settings from an application

To make the printer settings for a specific application, open the **[Printer Properties]** dialog box from that application. The following example describes how to make settings for the WordPad application that comes with Windows NT 4.0.

Note

❒ The actual procedure you should follow to open the **[Printer Properties]** dialog box may differ depending on the application. For more information, see the documentation that comes with the application you are using.

❒ Any settings you make in the following procedure are valid for the current application only.

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

The **[Print]** dialog box appears.

2 **Select the printer you want to use in the [Name] list box, and then click [Properties].**

The **[Printer Properties]** dialog box appears.

3 **Make any settings you require and click [OK].**

4 **Click [OK] to start printing.**

Macintosh - Setting Up for Printing

Making paper settings from an application

1. **Open the file you want to print.**
2. **On the [File] menu, click [Page Setup].**
   The **[AdobePS Page Setup]** dialog box appears.
3. **Confirm that the printer you want to use is shown in [Format for:] box.**

   Note
   ❒ If the printer is not shown in the **[Format for:]** box, use the pop-up menu to display a list of available printers.

   Reference
   The actual appearance of the Page Setup depends on the application you are using. See the documentation that comes with the Macintosh for more information.
4. **From the [Paper:] box, select the paper size.**
5. **Make any settings you require and click [OK].**

Setting up for printing from an application

1. **Open the file you want to print.**
2. **On the [File] menu, click [Print].**
   The Printer Settings appears.
3. **Confirm that the printer is selected in the [Printer :] box.**
4. **Make any settings you require and click [Print] to start printing.**

Canceling a Print Job

1

Windows 95/98/Me - Canceling a Print Job

1 **Double-click the printer icon on the Windows taskbar.**

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

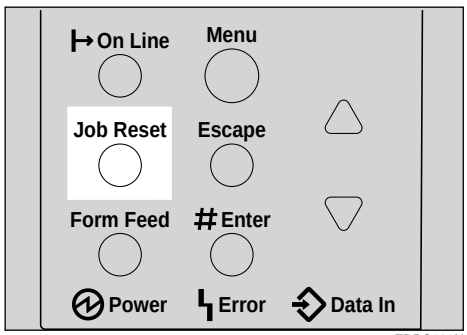
2 **Select the name of the job you want to cancel.**

3 **On the [Document] menu, click [Cancel Printing].**

Note

❒ You can also open the print job queue window by double-clicking the printer icon in the **[Printer]** window.

4 **Press 【Job Reset】 on the operation panel.**



ZDDS023N

The message appears on the panel display indicating that the print job is being canceled.

Important

❒ This procedure cancels the print job that is being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press 【Job Reset】.

❒ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

❒ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press 【Job Reset】.

❒ A print job that contains a large volume of data may take considerable time to stop.

Windows 2000 - Canceling a Print Job

1 **Double-click the printer icon on the taskbar.**

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

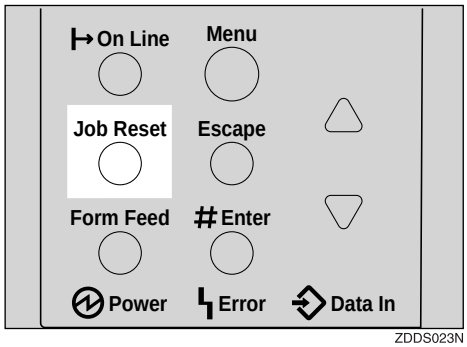
2 **Select the name of the job you want to cancel.**

3 **On the [Document] menu, click [Cancel Printing].**

Note

❒ You can also open the print job queue window by double-clicking the printer icon in the **[Printers]** window.

4 **Press 【Job Reset】 on the operation panel.**



ZDDS023N

The message appears on the panel display indicating that the print job is being canceled.

Important

❒ This procedure cancels the print job that is being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press 【Job Reset】.

❒ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

❒ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing might continue for a few pages after you press 【Job Reset】.

❒ A print job that contains a large volume of data might take considerable time to stop.

Windows NT 4.0 - Canceling a Print Job

1 **Double-click the printer icon on the Windows taskbar.**

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

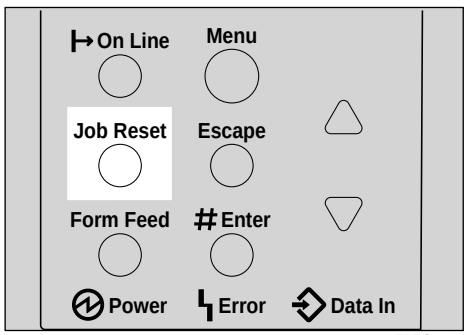
2 **Select the name of the job you want to cancel.**

3 **On the [Document] menu, click [Cancel Printing].**

Note

❒ You can also open the print job queue window by double-clicking the printer icon in the **[Printer]** window.

4 **Press 【Job Reset】 on the operation panel.**



ZDDS023N

The message appears on the panel display indicating that the print job is being canceled.

Important

❒ The procedure cancels the print job that is being processed by the printer. In some cases, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press 【Job Reset】.

❒ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

❒ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press 【Job Reset】.

❒ A print job that contains a large volume of data may take considerable time to stop.

Macintosh - Canceling a Print Job

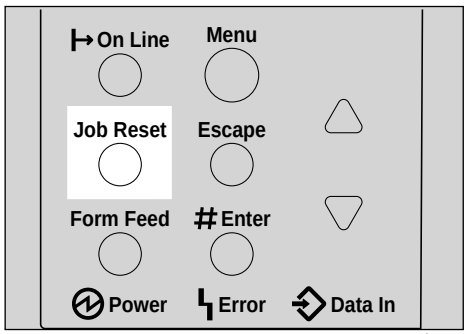
1 **Double-click the printer's icon on the desktop.**

A window appears, showing all the print jobs that are currently queuing to be printed. Check the current status of the job you want to cancel.

2 **Select the name of the job you want to cancel.**

3 **Click the pause icon, and then click the trash icon,**

4 **Press 【Job Reset】 on the operation panel.**



ZDDS023N

The message appears on the panel display indicating that the print job is being canceled.

Important

- ❒ This procedure cancels the print job that is being processed by the printer. In some case, the printer may already be processing data for the next print job following the one currently being output. In this case, the next print job is also canceled when you press 【Job Reset】.
- ❒ When the printer is being shared by multiple computers, be careful not to accidentally cancel someone else's print job.

Note

- ❒ You cannot stop printing data that has already been processed internally by the printer. Because of this, printing may continue for a few pages after you press 【Job Reset】.
- ❒ A print job that contains a large volume of data may take considerable time to stop.

2. Uninstalling the Printer Driver and Software

Uninstalling the PCL 6/5e Printer Driver

This section describes how to uninstall the printer driver. The actual procedure may differ depending on the operating system.

Follow one of the appropriate procedures below.

Windows 95/98/Me - Uninstalling the PCL 6/5e Printer Driver

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Windows 2000 - Uninstalling the PCL 6/5e Printer Driver

Limitation

❒ Uninstalling a printer driver requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you uninstall a printer driver, log on using an account that has Manage Printers permission.

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Windows NT 4.0 - Uninstalling the PCL 6/5e Printer Driver

Limitation

❒ Uninstalling a printer driver requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control Permission by default. When you install a printer driver, log on using an account that has Full Control permission.

1. **Close all applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Uninstalling the RPCS Printer Driver

This section describes how to uninstall the printer driver. The actual procedure may differ depending on the operating system.

Follow one of the appropriate procedures below.

Windows 95/98/Me - Uninstalling the RPCS Printer Driver

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Windows 2000 - Uninstalling the RPCS Printer Driver

Limitation

- Uninstalling a printer driver requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you uninstall a printer driver, log on using an account that has Manage Printers permission.

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Windows NT 4.0 - Uninstalling the RPCS Printer Driver

Limitation

❒ Uninstalling a printer driver requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control Permission by default. When you install a printer driver, log on using an account that has Full Control permission.

1. **Close all applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Uninstalling the PostScript Printer Driver

This section describes how to uninstall the PostScript printer driver.
The actual procedure may differ depending on the operating system.
Follow one of the appropriate one of the following procedures below.

Windows 95/98/Me - Uninstalling the PostScript Printer Driver

1. **Close all applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Windows 2000 - Uninstalling the PostScript Printer Driver

Limitation

- Uninstalling a printer driver requires Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default. When you uninstall a printer driver, log on using an account that has Manage Printers permission.

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Windows NT 4.0 - Uninstalling the PostScript Printer Driver

Limitation

❒ Uninstalling a printer driver requires Full Control access permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control Permission by default. When you uninstall a printer driver, log on using an account that has Full Control permission.

1. **Close all applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
3. **Click to select the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**
   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Macintosh - Uninstalling the PostScript Printer Driver

1. **Drag the "AdobePS" file from the [Extensions] folder in [System Folder] to [Trash].**
2. **Drag the PPD file and plug-in file from the [Printer Descriptions] folder in the [Extensions] folder in [System Folder] to [Trash].**

3. Paper and Other Media

Paper and Other Media Supported by This Printer

Paper Types and Sizes

This section describes the type, size, feed direction, and maximum amount of paper that can be loaded into each paper tray in this printer.

Important

❒ If you use damp or curled paper, a misfeed might occur. In this case, try turning over the paper stack in the paper tray. If there is no improvement, change to paper with less curl.

Note

❒ The following symbols and terminology are used to represent the feed direction.

In this manual	On the panel display	Paper feed direction
↑ (Feed direction)	A4 (210 × 297) Letter ($8^1/_2$"×11")	Short-edge feed direction
↑ (Feed direction)	A4 (297 × 210) Letter (11" × $8^1/_2$")	Long-edge feed direction

❒ It is recommended that you load paper of the size and direction you frequently use in the tray selected with "Tray Priority". For more information about Tray Priority, see P.103 *"Paper Input Menu"*.

❒ When loading paper of the same size in more than one tray, it is recommended that you load paper in the same direction in each tray.

Reference

For more information about loading each type of paper, see P.38 *"Loading Paper and Other Media"*.

Important

❒ Be sure to set the paper size dial to match the actual paper size loaded in the tray. When the actual paper size is not shown on the dial, set the dial to "✳" and select the paper size using the operation panel.

❒ For Tray 1, 2 and 3, the dial setting overrides the setting made with the operation panel.

❒ The optional Envelope Feeder Unit requires the installation of the optional Paper Feed Unit. Up to two Paper Feed Units can be installed to the printer at the same time. The Envelope Feeder Unit must be used in the top-most Paper Feed Unit (tray2).

Note

❒ The printable paper size depends on the memory size of the printer and print data, see P.139 *"Memory Capacity and Paper Size"*.

❒ For more information about the meanings of the abbreviations, see the notes at the bottom of each table.

❖ Input Paper Sizes (Metric version)

	Feed direction	Size (mm)	Bypass tray	Paper Tray (Tray1)	Paper Feed Unit (Tray 2/3)	Envelope Feeder Unit
A3	▯	297 × 420	❍	☆	☆	X
B4 JIS	▯	257 × 364	❍	★	★	X
A4	▯	210 × 297	❍	☆	☆	X
	▭	297 × 210	❍	☆	☆	X
B5 JIS	▯	182 × 257	❍	★	★	X
	▭	257 × 182	❍	★	★	X
A5	▯	148 × 210	❍	X	X	X
	▭	210 × 148	❍	☆	★	X
B6 JIS	▯	128 × 182	❍	X	X	X
A6	▯	105 × 148	❍	X	X	X
Double Letter (DLT, 11" × 17")	▯	279 × 432	❍	★	☆	X
Legal (LG, $8^1/_2$" × 14")	▯	216 × 356	❍	★	☆	X
Letter (LT, $8^1/_2$" × 11")	▯	216 × 279	❍	☆	☆	X
	▭	279 × 216	❍	☆	☆	X
Half Letter (HLT, $5^1/_2$" × $8^1/_2$")	▯	140 × 216	❍	X	X	X
Executive (Exec., $7^1/_4$" × $10^1/_2$")	▯	184 × 276	❍	★	★	X
	▭	276 × 184	❍	★	★	X
Folio ($8^1/_4$" × 13")	▯	210 × 330	❍	★	★	X
Foolscap (F4, $8^1/_2$" × 13")	▯	216 × 330	❍	☆	★	X
F/GL (8" × 13")	▯	203 × 330	❍	★	★	X
Com#10 Env ($4^1/_8$" × $9^1/_2$")	▯	104.8 × 241.3	❍	X	X	❍
C5 Env (6.38" × 9.02")	▯	162 ×229	❍	X	X	❍

	Feed direction	Size (mm)	Bypass tray	Paper Tray (Tray1)	Paper Feed Unit (Tray 2/3)	Envelope Feeder Unit
C6 Env (4.49" × 6.38")	▯	114 ×162	❍	X	X	❍
DL Env (4.33" × 8.66")	▯	110 × 220	❍	X	X	❍
Monarch Env ($3^7/_8$" × $7^1/_2$")	▯	98.4 × 190.5	❍	X	X	❍
Custom Size	—	—	❍*	X	X	X
8K ($10^1/_2$" × 15.35")	▯	267 × 390	❍	X	X	X
16K (7.68" × $10^1/_2$")	▯	195 × 267	❍	X	X	X
	▭	267 × 195	❍	X	X	X

- ❍ means that the size is supported but the paper size should be set with the operation panel. There is no dial on the tray.
  ⇒ P.41 *"Loading Paper in the Bypass Tray"*
  ⇒ P.46 *"Loading envelopes into the Envelope Feeder Unit"*
- ☆ means that the size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray.
- ★ means that the size is supported but not indicated on the tray dial. You should set the tray dial to "✳", and select the paper size with the operation panel.
- ❍* means that the supported size is approximately 90 - 305 mm in width, and approximately 148 - 432 mm in length. The supported size may differ depending on the printer language you use. Use the printer driver to set the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Input Paper Sizes (Inch version)

	Feed direction	Size (inch)	Bypass Tray	Paper Tray (Tray1)	Paper Feed Unit (Tray 2/3)	Envelope Feeder Unit
Double Letter (DLT)	▯	11" × 17"	❍	★	☆	X
Legal (LG)	▯	$8^1/_2$" × 14"	❍	★	☆	X
Letter (LT)	▯	$8^1/_2$" × 11"	❍	☆	☆	X
	▭	11" × $8^1/_2$"	❍	☆	☆	X
Half Letter (HLT)	▯	$5^1/_2$" × $8^1/_2$"	❍	X	X	X
Executive (Exec.)	▯	$7^1/_4$" × $10^1/_2$"	❍	★	★	X
	▭	$10^1/_2$" × $7^1/_4$"	❍	★	★	X
A3	▯	11.26" × 16.54"	❍	☆	☆	X
B4 JIS	▯	10.12" × 14.33"	❍	★	★	X
A4	▯	8.26" × 5.83"	❍	☆	☆	X
	▭	5.83" × 8.26"	❍	☆	☆	X
B5 JIS	▯	7.17" × 10.12"	❍	★	★	X
	▭	10.12″ × 7.17"	❍	★	★	X
A5	▯	5.83" × 8.26"	❍	X	X	X
	▭	8.26" × 5.83"	❍	☆	★	X
B6 JIS	▯	5.04" × 7.17"	❍	X	X	X
A6	▯	4.13" × 5.63"	❍	X	X	X
Folio	▯	$8^1/_4$" × 13"	❍	★	★	X
Foolscap F4	▯	$8^1/_2$" × 13"	❍	☆	★	X
F/GL	▯	8" × 13"	❍	★	★	X
Com#10 Env	▯	$4^1/_8$" × $9^1/_2$"	❍	X	X	❍
C5 Env	▯	6.38" × 9.02"	❍	X	X	❍
C6 Env	▯	4.49" × 6.38"	❍	X	X	❍
DL Env	▯	4.33" × 8.66"	❍	X	X	❍
Monarch Env	▯	$3^7/_8$" × $7^1/_2$"	❍	X	X	❍
Custom Size	—	—	❍*	X	X	X

	Feed direction	Size (inch)	Bypass Tray	Paper Tray (Tray1)	Paper Feed Unit (Tray 2/3)	Envelope Feeder Unit
8K	▯	$10^1/_2$" × 15.35"	❍	X	X	X
16K	▯	7.68" × $10^1/_2$"	❍	X	X	X
	▯	$10^1/_2$" × 7.68"	❍	X	X	X

- ❍ means that the size is supported but the paper size should be set with the operation panel. There is no dial on the tray.
  ⇒ P.41 *"Loading Paper in the Bypass Tray"*
  ⇒ P.46 *"Loading envelopes into the Envelope Feeder Unit"*
- ☆ means that the size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray.
- ★ means that the size is supported but not indicated on the tray dial. You should set the tray dial to "✳", and select the paper size with the operation panel.
- ❍* means that the supported size is approximately 3.55" - 12.00" in width, and approximately 5.83" - 17.00" in length. The supported size may differ depending on the printer language you use. Use the printer driver to set the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Paper weight and number of sheets to be set

	Supported paper weight	Maximum number of sheets (plain paper) *1
Paper Tray	60 - 105 g/m^2 (16 - 28 lb)	250 (80 g/m^2, 20 lb)
Paper Feed Unit Type 2600 (option)	60 - 105 g/m^2 (16 - 28 lb)	500 (80 g/m^2, 20 lb)
Bypass Tray	52 - 162 g/m^2 (14 - 42 lb)	100 (80 g/m^2, 20 lb) For other kind of papers, see P.34 *"Types of Paper and Other Media"*.
Envelope Feeder Type 2600 *2	P.34 *"Types of Paper and Other Media"*.	

*1 Confirm that the top of the stack is not higher than the limit mark indicated on the side fence of the tray.
*2 The Envelope Feeder Unit requires the installation of the optional Paper Feed Unit.

❖ Output Paper Sizes (Metric version)

	Feed direction	Size (mm)	Output Tray (Standard Tray)	1-bin Shift Sort Tray	Mailbox	Duplex Unit
A3	▯	297 × 420	❍	❍	❍	❍
B4 JIS	▯	257 × 364	❍	❍	❍	❍
A4	▯	210 × 297	❍	❍	❍	❍
	▭	297 × 210	❍	❍	❍	❍
B5 JIS	▯	182 × 257	❍	❍	❍	❍
	▭	257 × 182	❍	❍	❍	❍
A5	▯	148 × 210	❍	X	X	X
	▭	210 × 148	❍	❍	❍	❍
B6 JIS	▯	128 × 182	❍	X	X	X
A6	▯	105 × 148	❍	X	X	X
Double Letter (DLT, 11" × 17")	▯	279 × 432	❍	❍	❍	❍
Legal (LG, $8^1/_2$" × 14")	▯	216 × 356	❍	❍	❍	❍
Letter (LT, $8^1/_2$" × 11")	▯	216 × 279	❍	❍	❍	❍
	▭	279 × 216	❍	❍	❍	❍
Half Letter (HLT, $5^1/_2$" × $8^1/_2$")	▯	140 × 216	❍	X	X	X
Executive (Exec., $7^1/_4$" × $10^1/_2$")	▯	184 × 276	❍	X	❍	❍
	▭	276 × 184	❍	X	❍	❍
Folio ($8^1/_4$" × 13")	▯	210 × 330	❍	X	❍	❍
Foolscap (F4, $8^1/_2$" × 13")	▯	216 × 330	❍	X	❍	❍
F/GL (8" × 13")	▯	203 × 330	❍	X	❍	❍
Com#10 Env ($4^1/_8$" × $9^1/_2$")	▯	104.8 × 241.3	❍	X	X	X
CA Env (6.38" × 9.02")	▯	162 ×229	❍	X	X	X
C6 Env (4.49" × 6.38")	▯	114 ×162	❍	X	X	X
DL Env (4.33" × 8.66")	▯	110 × 220	❍	X	X	X
Monarch Env ($3^7/_8$" × $7^1/_2$")	▯	98.4 × 190.5	❍	X	X	X

	Feed direction	Size (mm)	Output Tray (Standard Tray)	1-bin Shift Sort Tray	Mailbox	Duplex Unit
Custom Size	—	—	❍	X	X	X
8K ($10^1/_2$" × 15.35")	▯	267 × 390	❍	❍	❍	❍
16K (7.68" × $10^1/_2$")	▯	195 × 267	❍	❍	❍	❍
	▭	267 × 195	❍	❍	❍	❍

- ❍ means that the size is supported.
- X means that the size is not supported.

❖ Output Paper Sizes (Inch version)

	Feed direction	Size (inch)	Output Tray (Standard Tray)	1-bin Shift Sort Tray	Mailbox	Duplex Unit
Double Letter (DLT)	▯	11" × 17"	❍	❍	❍	❍
Legal (LG)	▯	8 1/2" × 14"	❍	❍	❍	❍
Letter (LT)	▯	8 1/2" × 11"	❍	❍	❍	❍
	▭	11" × 8 1/2"	❍	❍	❍	❍
Half Letter (HLT)	▯	5 1/2" × 8 1/2"	❍	X	X	X
Executive (Exec.)	▯	7 1/4" × 10 1/2"	❍	X	❍	❍
	▭	10 1/2" × 7 1/4"	❍	X	❍	❍
A3	▯	11.26" × 16.54"	❍	❍	❍	❍
B4 JIS	▯	10.12" × 14.33"	❍	❍	❍	❍
A4	▯	8.26" × 5.83"	❍	❍	❍	❍
	▭	5.83" × 8.26"	❍	❍	❍	❍
B5 JIS	▯	7.17" × 10.12"	❍	❍	❍	❍
	▭	10.12″ × 7.17"	❍	❍	❍	❍
A5	▯	5.83" × 8.26"	❍	X	X	X
	▭	8.26" × 5.83"	❍	❍	❍	❍
B6 JIS	▯	5.04" × 7.17"	❍	X	X	X
A6	▯	4.13" × 5.63"	❍	X	X	X
Folio	▯	8 1/4" × 13"	❍	X	❍	❍
Foolscap F4	▯	8 1/2" × 13"	❍	X	❍	❍
F/GL	▯	8" × 13"	❍	X	❍	❍
Com#10 Env	▯	4 1/8" × 9 1/2"	❍	X	X	X
C6 Env	▯	4.49" 6.38"	❍	X	X	X
C5 Env	▯	6.38" × 9.02"	❍	X	X	X
DL Env	▯	4.33" × 8.66"	❍	X	X	X
Monarch Env	▯	3 7/8" × 7 1/2"	❍	X	X	X

	Feed direction	Size (inch)	Output Tray (Standard Tray)	1-bin Shift Sort Tray	Mailbox	Duplex Unit
Custom Size	—	—	❍	X	X	X
8K	▯	$10^1/_2$" × 15.35"	❍	❍	❍	❍
16K	▯	7.68" × $10^1/_2$"	❍	❍	❍	❍
	▭	$10^1/_2$" × 7.68"	❍	❍	❍	❍

- ❍ means that the size is supported and that the paper size should be set with the operation panel. There is no dial on the tray.
- X means that the size is not supported.

Paper Recommendations

Note the following suggestions when handling or selecting paper used with this printer.

Loading Paper

- Confirm the paper types of the printer. For more information, see P.34 *"Types of Paper and Other Media"*. Print quality cannot be guaranteed if other paper types are used.
- Do not use paper that is already printed on.
- If you load paper into the paper tray, be sure not to stack over the limit mark.
- If you load paper onto the bypass tray, be sure that paper fits under the side guide.
- If you load paper into the paper tray, confirm that the print side is facing *down*.
- If you load paper onto the bypass tray, confirm that the print side is facing *up*.

Storing Paper

Paper should always be stored properly. Improperly stored paper might result in poor print quality, paper misfeeds or printer damage.

Recommendations are as follows:

- Avoid storing paper in humid areas.
- Avoid exposing paper to direct sunlight.
- Store on a flat surface.
- Keep open reams of paper in the package in which the paper came.

Types of Paper and Other Media

❖ Plain paper

- If you print on paper heavier than 155 g/m^2 (41 lb), use the bypass tray. The bypass tray can hold paper up to 162 g/m^2 (43 lb) in weight.
- If you load paper heavier than 155 g/m^2 (41 lb) onto the bypass tray, set the printer to Thick Paper mode using the operation panel.
- If paper is curled or bent, correct it before loading.

❖ OHP transparencies

- Load only one OHP transparency at the same time onto the bypass tray.
- When loading an OHP transparency onto the bypass tray, set the printer to Transparency mode with the operation panel.
- Be careful not to touch the print side of the OHP transparencies, otherwise the print side gets dirty or damaged, and results in poor print quality.
- When printing on an OHP transparency that has a print side, load it facing down onto the bypass tray.

❖ Adhesive labels

- Load only one adhesive label at the same time onto the bypass tray.
- Use adhesive labels in which the whole side can be printed on.
- Do not use adhesive labels having exposed glue.
- If the print side is coated, print quality might be reduced, as the toner might not fuse well.

❖ Envelopes

- When printing on envelopes, use the bypass tray or the Envelope Feeder Unit.
- Even when the optional Envelope Feeder Unit is not installed, you can select the sizes for the Envelopes for Tray 2 using the operation panel. However, you cannot load the envelopes until optional Envelop Feeder Unit is installed.
  To use the Envelope Feeder Unit, installation of the optional Paper Feed Unit is required. See *"Installing Envelope Feeder Type 2600"* in the Setup Guide.
- Specifications of envelopes are as follows:

	Metric version	Inch version
Weight	72 – 90 g/m^2	19 – 24 lb
Recommended weight and size	72 g/m^2, 114 × 162 mm (C6 Env)	24 lb, $3^7/_8$" × $7^1/_2$" (Monarch)

- You can load up to 10 envelopes (72 – 90 g/m^2, 19 – 24 lb) onto the bypass tray at the same time, without forcibly pressing them. Confirm that the envelopes are not damp, and that the top of the stack is not higher than the limit mark on the side guide. ⇒ P.44 *"Loading envelopes onto the bypass tray"*.
- You can load up to 60 envelopes (72 – 90 g/m^2, 19 – 24 lb) into optional Envelope Feeder Unit at the same time, without forcibly pressing them. Confirm that the envelopes are not damp, and that the top of the stack is not higher than the limit mark on the side guide. ⇒ P.46 *"Loading envelopes into the Envelope Feeder Unit"*.
- Confirm that the print side is facing up when loading onto the bypass tray, and facing down when loading into the optional Envelope Feeder Unit.
- Load the envelopes with the flaps aligned to the left side fence. The flaps should be securely folded up.
- Confirm that there is no air in the envelopes before loading.
- To get better print quality, it is recommended that you set the right, left, top, and bottom print margin, to at least 15 mm (0.6") each.
- Do not print on both sides of envelopes.
- Load only one size and type of envelopes at the same time.
- Before loading envelopes, flatten the leading edges (the side being fed into the printer) of them by running a pencil or ruler across them.
- Before loading envelopes, confirm that they are rectangular in shape.
- Do not use the non-supported envelopes listed on P.29 *"Paper weight and number of sheets to be set"*.

Paper not supported by this printer

Avoid using the following types of paper that are not supported by this printer:

- Paper whose weight is heavier or lighter than the limitation. ⇒ P.25 *"Paper Types and Sizes"*.
- Bent, folded or creased paper
- Curled or twisted paper
- Torn paper
- Wrinkled paper
- Damp paper
- Paper stuck together
- Paper that is dry enough to emit static electricity
- Paper that has already been printed on, with the exception of preprinted letterhead

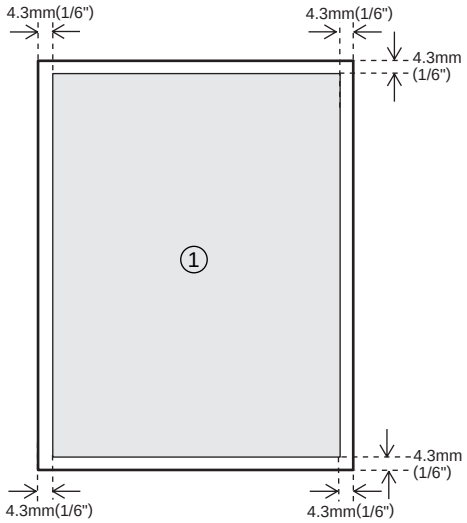
Note

❒ Ink on paper from an earlier print job, another copier, an inkjet printer or other device could damage the fusing unit of this printer due to a difference in fusing temperatures.

- Coated paper
- Special paper like thermal paper, aluminum foil, carbon paper and conductive paper
- Heavily textured paper
- Glued paper
- Label paper on which glue or base paper is exposed
- Paper with clips or stapled
- Paper with tape or ribbons attached
- Envelopes in the following conditions:
  - damp
  - excessively curled or twisted
  - stuck together
  - damaged in any way
  - with stamps attached
  - with windows, holes, perforations, cutouts or embossing
  - with metal clasps, string ties or metal folding bars
  - designed to be interlocked
  - with nicked edges or bent corners
  - with rough, wrinkled or laid finishes
  - with any exposed adhesive, when the flap is in the sealed or closed position

Printable Area

The following shows the printable area for this printer. Be sure to set the print margins correctly by the application.



① : printable area

Note

❒ The printable area may vary depending on the paper size, printer language and printer driver settings.

Loading Paper and Other Media

Loading Paper in the Paper Tray

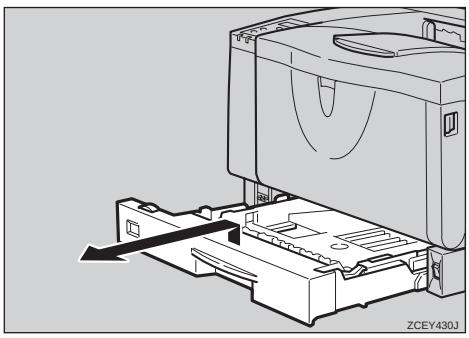
Load paper in the optional Paper Feed Unit by following the procedures below.

Reference

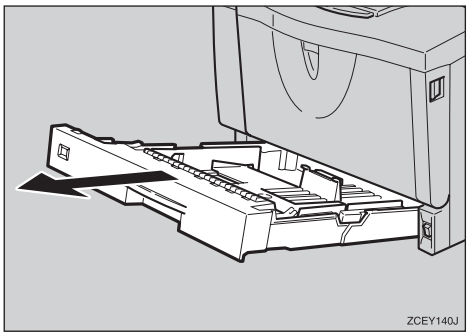
With the paper tray, you can load up to 250 pages and with the optional Paper Feed Unit, you can load up to 500 pages at the same time. For more information about the type, size and feed direction of paper that can be loaded in the tray, see P.25 *"Paper Types and Sizes"*.

When you change the paper size see P.39 *"Changing the paper size"*.

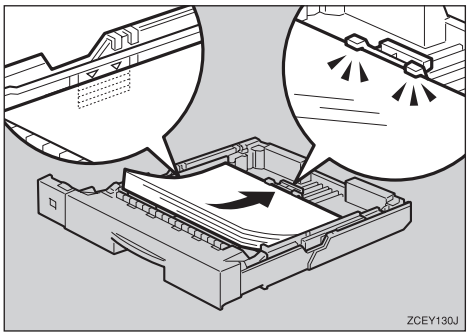
1 Lift the paper tray slightly then pull it out until it stops.



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



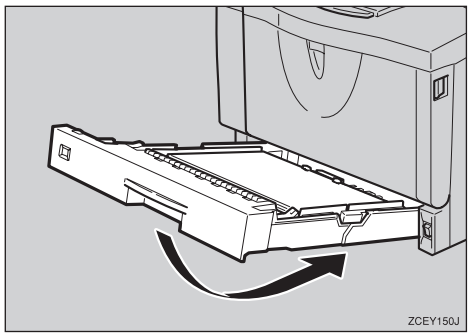
3 Load paper into the tray with the print side down.



Important

- ❒ Confirm that the top of the stack is not higher than the limit mark inside the tray.
- ❒ Confirm that paper fits under the rear guide.

4 **Carefully slide the paper tray into the printer until it stops.**



Important

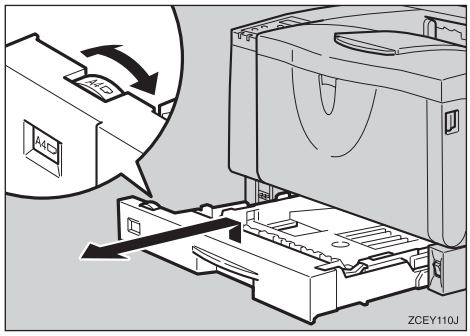
❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

Changing the paper size

Important

❒ Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray, otherwise the printer might be damaged, or printing problems might occur.

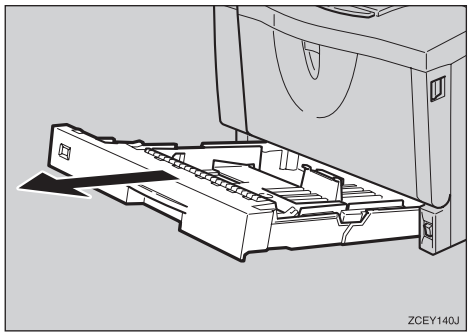
1 **Lift the paper tray slightly then pull it out until it stops. Adjust the paper size dial to match the size and feed direction of paper in the paper tray.**



Important

❒ If you want to use the paper size and feed direction that are not indicated on the paper size dial, set the dial to "✳". In this case, you should set the paper size using the operation panel. See P.103 *"Paper Input Menu"*.

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

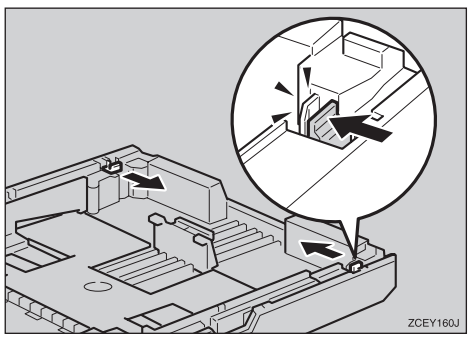


3 **If you load paper larger than A4 ▯ or 8 1/2" × 11" ▯, you should extend the tray as follows:**

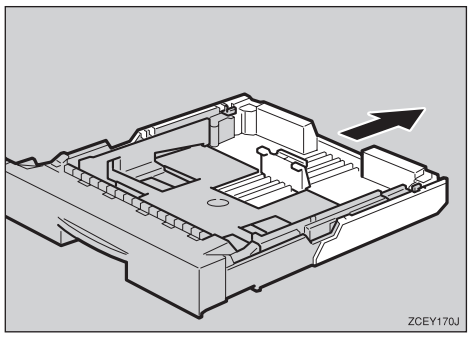
Note

❒ You cannot load paper smaller than A4 ▯ or 8 1/2" × 11" ▯, if the tray is extended. In this case, return the tray to its standard length.

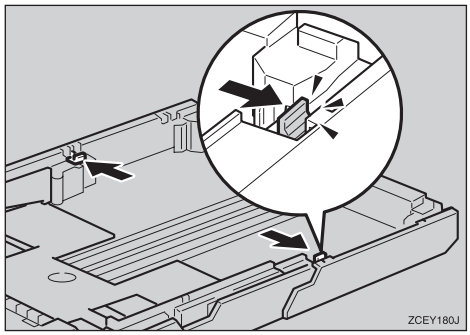
❶ **Slide the catches inwards to unlock the tray.**



❷ **Slide the tray until it stops.**



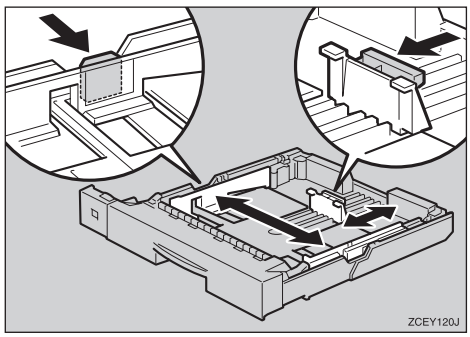
❸ **Return the catches to their original positions.**



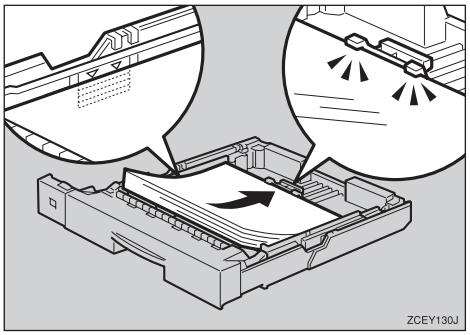
Important

❒ Confirm that the catches return to their original positions securely. If they are not locked securely, paper misfeeds might occur.

4 **Adjust the rear and side guides to the paper size you want to load.**



5 **Load paper into the tray with the print side down.**

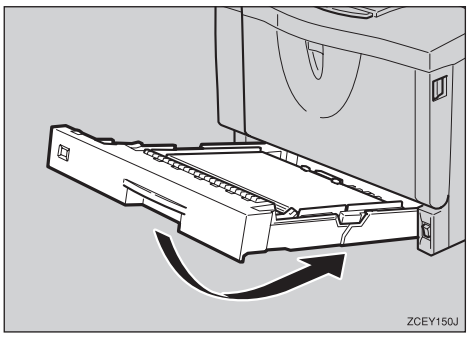


Important

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

❒ Confirm that paper fits under the rear guide.

6 **Carefully slide the paper tray into the printer until it stops.**



Important

❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

Loading Paper in the Bypass Tray

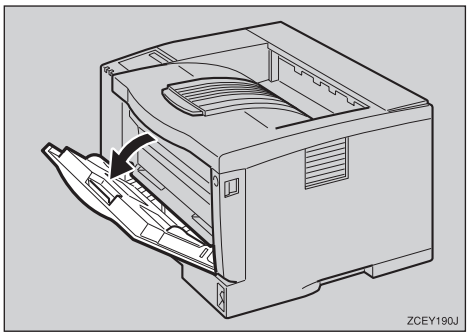
Reference

With the bypass tray, you can load up to 100 pages at the same time. For more information about the type, size and feed direction of paper that can be loaded in the tray, see P.25 *"Paper Types and Sizes"*.

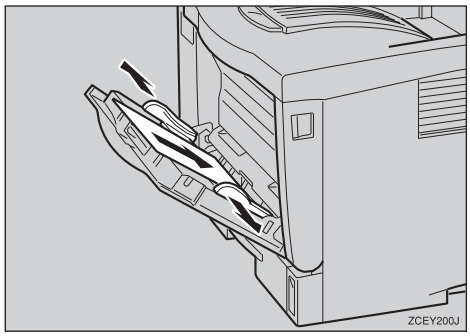
Note

❒ If you set custom size paper, you should set the paper size using the printer driver. Also, use the operation panel to set the custom size setting.

1 Open the bypass tray.

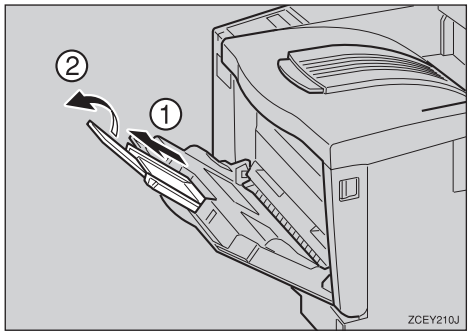


2 Slide the side guides outward, and load paper until it stops with the print side up.

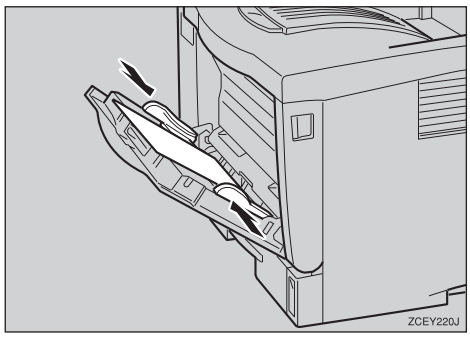


Note

❒ If you load A4 ▯ or lager, or 8 1/2" × 11" ▯ or larger, slide out the bypass tray extension (①) and then flip it open (②).



3 Adjust the side guides to the paper width.

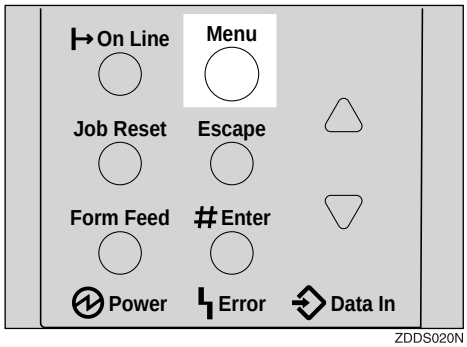


Important

❒ Confirm that paper fits under the side guides.

4 Set the paper size and feed direction using the operation panel as follows:

❶ Press 【Menu】.



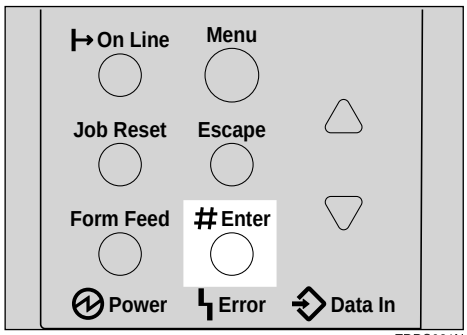
ZDDS020N

"Menu" appears on the panel display.

❷ Press 【▼】 or 【▲】 to "Paper Input" menu.

```
Menu
 Paper Input
```

❸ Press 【Enter #】.



ZDDS021N

The following message appears on the panel display.

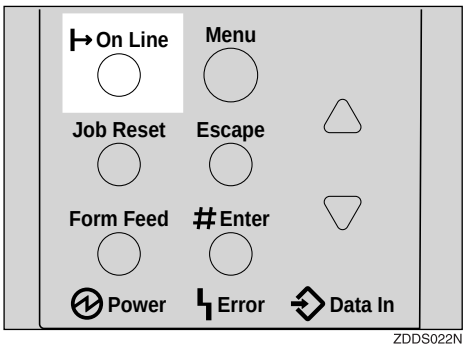
```
Paper Input:
 Bypass Size
```

❹ Press 【Enter #】.

❺ Press 【▼】 or 【▲】 to select the paper size you want to use.

❻ Press 【Enter #】 to apply the setting. Wait for a while.

❼ After the panel display changes, press 【Online】.



ZDDS022N

"Ready" message appears on the panel display.

```
Ready
```

5 Start printing with the computer.

Loading Paper in the Optional Paper Tray

Reference

With the Paper Feed Unit, you can load up to 500 pages at the same time.

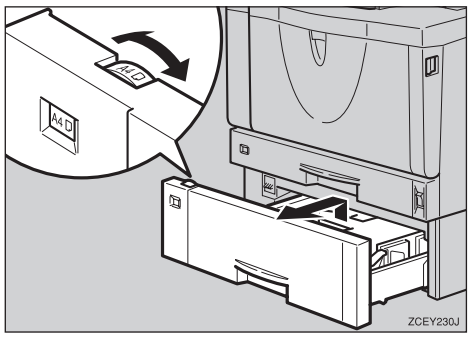
For more information about the type, size and feed direction of paper that can be loaded in the tray, see P.25 *"Paper Types and Sizes"*.

Important

❒ If the printer is equipped with the optional tray(s), do not slide out more than one tray at the same time. If you do, the printer might fall down.

❒ Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray. If different, the printer might be damaged, or printing problems might occur.

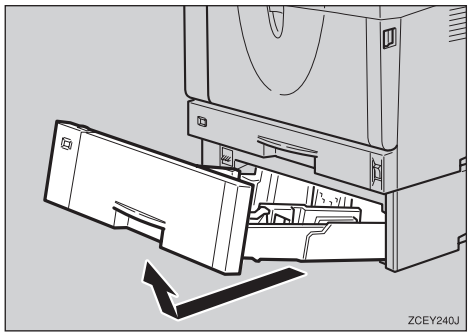
1 Lift the paper tray slightly then pull it out until it stops. Adjust the paper size dial to match the size and feed direction of paper in the Paper Feed Unit.



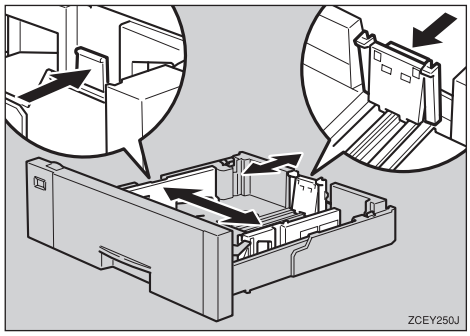
Important

❒ If you want to use paper sizes or feed directions that are not listed on the paper size dial, adjust the dial to "✱". In this case, you should set the paper size using the operation panel. See P.103 *"Paper Input Menu"*.

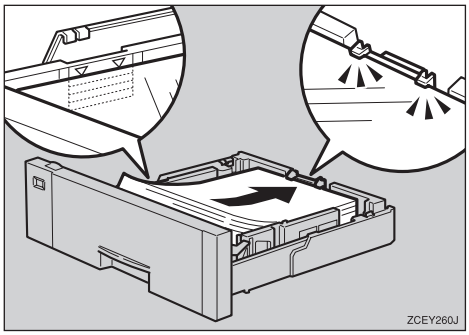
2 While lifting the front side of the tray, pull it out of the printer.



3 Adjust the rear and side guides to the paper size you want to load.



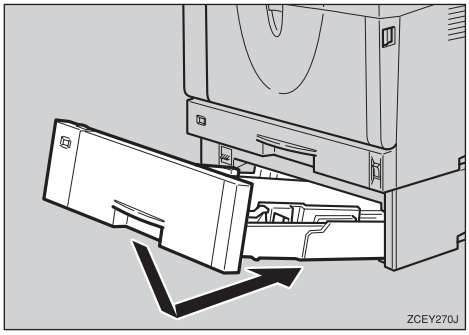
4 **Load paper into the paper tray with the print side down.**



Important

- ❒ Confirm that the top of the stack is not higher than the limit mark inside the tray.
- ❒ Confirm that paper fits under the rear guide.

5 **While lifting the front of the tray, place the tray into the printer. Then slide it inside until it stops.**



Important

- ❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

Loading Envelopes

As there are many kinds of envelopes, be sure to check if those to be used are supported by this printer.

Reference

For more information about envelopes, see P.34 *"Types of Paper and Other Media"*.

Important

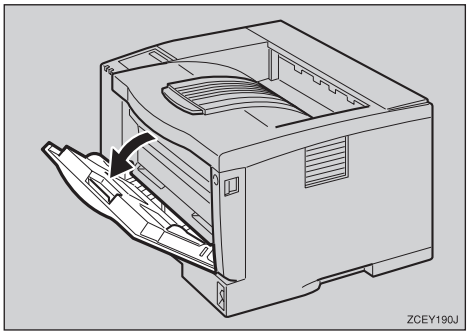
- ❒ Even when the optional Envelope Feeder Unit is not installed, you can select the sizes for the envelopes for Tray 2 using the operation panel. However, you cannot load the envelopes until the optional Envelope Feeder Unit is installed.
- ❒ To install the Envelope Feeder Unit, the optional Paper Feed Unit must be installed. See *"Installing Envelope Feeder Type 2600"* in the Setup Guide.

Loading envelopes onto the bypass tray

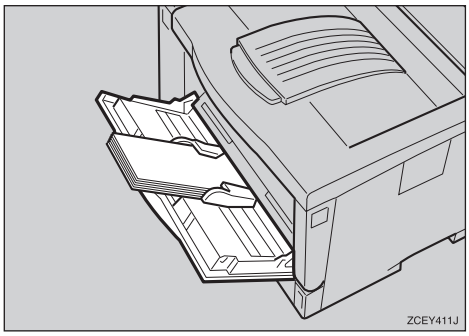
Reference

With the bypass tray, you can load up to 10 envelopes at the same time. For more information about envelopes, see P.34 *"Types of Paper and Other Media"*.

1 **Open the bypass tray.**



2 Load envelopes until they stop, with the print side up and the sides of the flaps on the left as shown below.



Important

❒ Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes.

Note

❒ Confirm that the top of the stack is not higher than the limit mark on the side guides.

❒ Do not push the stack of envelopes with too much force.

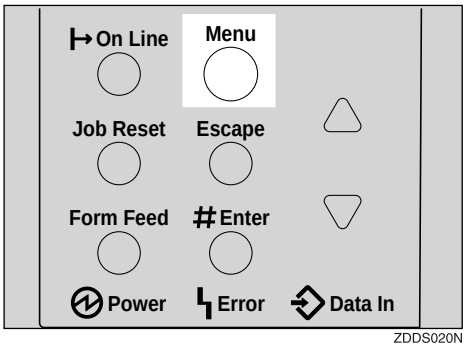
3 Slide the side guides against the edge of the envelope stack.

Note

❒ Confirm that the edges of envelopes fit under the side guides.

4 Set the envelope size and feed direction using the operation panel as follows:

❶ Press [Menu].

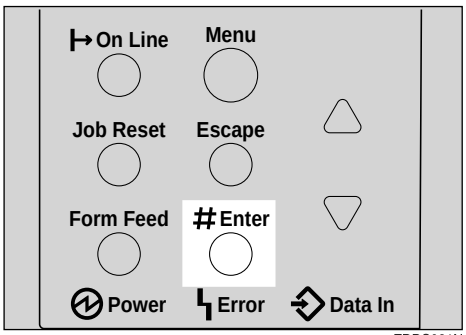


"Menu" appears on the panel display.

❷ Press [▲] or [▼] to display "Paper Input" menu.

```
Menu:
  Paper Input
```

❸ Press [Enter #].



The following message appears.

```
Paper Input:
  Bypass Size
```

❹ Press [Enter #].

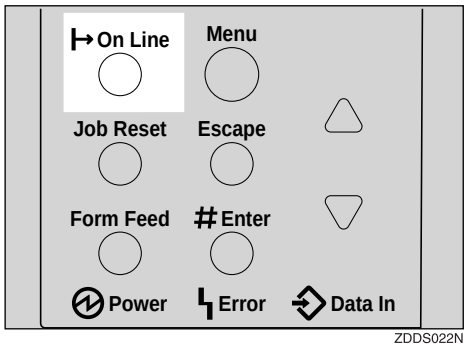
❺ **Press 【▲】 or 【▼】 to select the envelope type you want to use.**

Reference

For information about types of envelopes you can select, see P.25 *"Paper and Other Media Supported by This Printer"*.

❻ **Press 【Enter #】 to apply the settings. Wait for a while.**

❼ **After the panel display changes, press 【Online】.**



"Ready" message appears on the panel display.

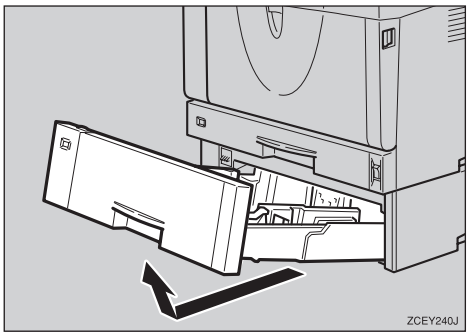
5 Start printing with the computer.

Loading envelopes into the Envelope Feeder Unit

Important

❒ With the optional Envelope Feeder Unit, you can load up to 60 envelopes at the same time. For more information about envelopes, see P.34 *"Types of Paper and Other Media"*.

1 Slide the optional Paper Feed Unit (tray 2) out until it stops. Next, lift it slightly, then slide it out.

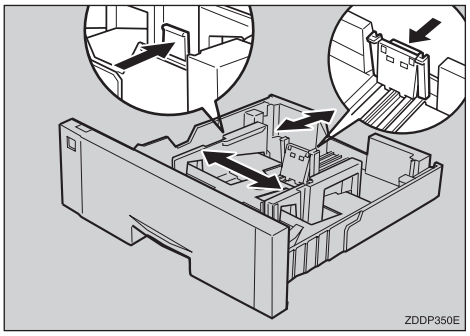


Note

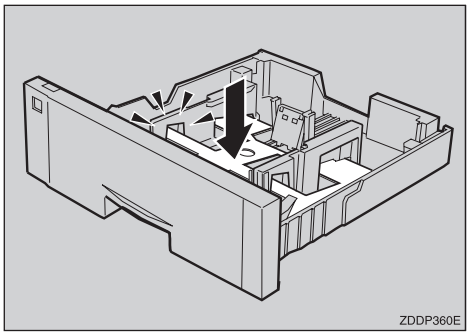
❒ Keep the paper tray with paper in a cool and dry place.

2 Prepare the Envelope Feeder Unit.

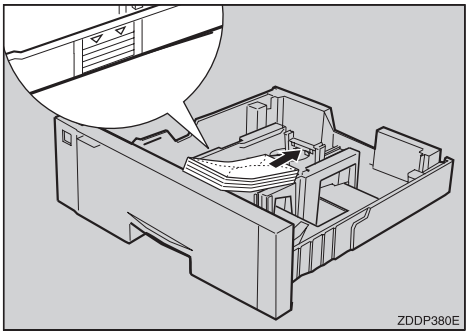
3 While pinching the side guides, slide them outward until they stop. While pinching the rear guide, slide it toward the back.



4 **Push the bottom plate down until it locks into place.**



5 **Load envelopes into the Envelope Feeder Unit, with the print side down and the flap on the left as shown in the illustration.**



Important

❒ Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes.

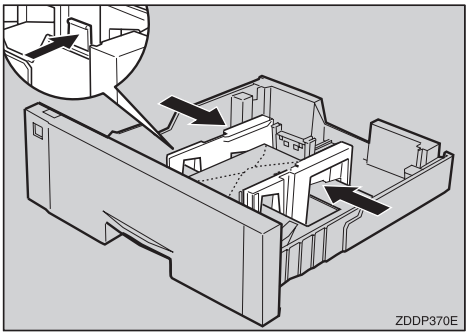
Note

❒ Confirm that the top of the stack is not higher than the limit mark on the side guides.

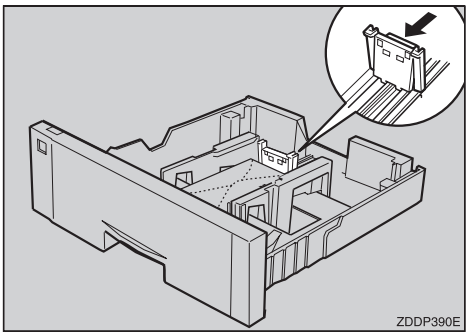
❒ Confirm that the envelopes fit under the side guides.

❒ Do not push the stack of envelopes with too much force.

6 **While pinching the side guides, slide them along the edge of the envelope stack.**



7 **While pinching the rear guide, slide it along the edge of the envelope stack.**



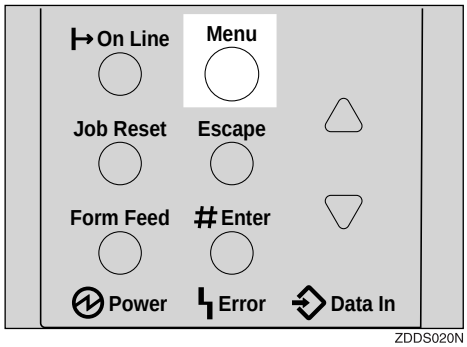
8 **While lifting the front of the tray, place it into the printer. Then slide it until it stops.**

Important

❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

9 Set the envelope size and feed direction using the operation panel as follows:

❶ Press 【Menu】.



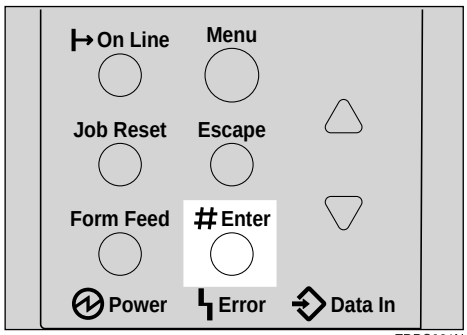
ZDDS020N

"Menu" appears on the panel display.

❷ Press 【▲】 or 【▼】 to display "Paper Input" menu.

```
Menu:
 Paper Input
```

❸ Press 【Enter #】.



ZDDS021N

The following message appears on the panel display.

```
Paper Input
 Bypass Size
```

❹ Press 【▲】 or 【▼】 to display "Tray Paper Size".

```
Paper Input:
 Tray Paper Size
```

❺ Press 【Enter #】.

The following message appears on the panel display.

```
Tray Paper Size:
 Tray 1
```

❻ Press 【▲】 or 【▼】 to display "Tray 2".

```
Tray Paper Size:
 Tray 2
```

❼ Press 【Enter #】.

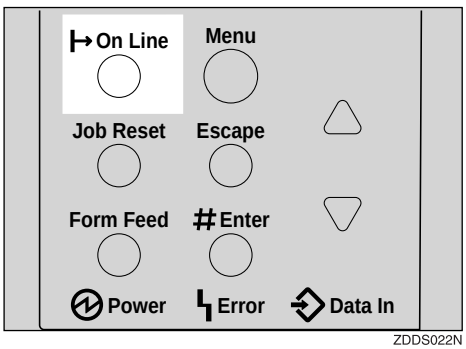
❽ Press 【▲】 or 【▼】 to select the envelope type you want to use.

Reference

For more information about types of envelopes you can select, see P.25 *"Paper and Other Media Supported by This Printer"*.

❾ Press 【Enter #】. Wait for a while.

❿ After the panel display changes, press 【Online】.



ZDDS022N

"Ready" message appears on the operation panel.

```
Ready
```

10 Start printing with the computer.

4. Sample Print/Locked Print

Sample Print

Use this function to print only the first set of a multiple-set print jobs. The remaining sets are saved on the optional Hard Disk Drive in the printer. The saved job can be printed or canceled from the printer's operation panel.

Limitation

❒ To use this function, the optional Hard Disk Drive must be installed on the printer.

Note

❒ If the application has a collate option, confirm that it is not selected before sending a print job. By default, sample print jobs are automatically collated by the printer driver. If the collate option is selected from the application print dialog box, more pages than intended may be printed.

❒ You can identify the file you want to print by the User ID and the time when the job was stored.

❒ The actual number of pages the printer can save depends on the contents of the print images. For example, the printer can save up to 30 jobs or 2,000 pages. It depends on the data volume.

❒ If the first set of the sample print file is not as you expected and you do not want to print the remaining sets, delete the sample print file using the operation panel. If you print the remaining sets of the sample print file, the job in the printer is deleted automatically.

Printing a Sample Print File

The following procedure describes how to print a sample print file with the PCL printer driver. For information about how to print a sample print file with the PostScript printer driver, see the PostScript3 Operating Instructions Supplement included as a PDF file on the CD-ROM.

1. **From an application, select the menu command to print.**

   The print dialog box appears.

2. **Open the Printer Properties.**

3. **From the [Job Type:] box on the [Setup] tab, select [Sample Print].**

4. **Click the [Details...] button.**

5. **In the [User ID:] box, type a User ID of up to eight alphanumeric characters.**

   Note

   ❒ This is used to identify the user associated with a job.

   ❒ The User ID can consist of up to eight alphanumeric (a-z, A-Z, 0-9) characters.

6. **Click [OK].**

7. **After making all desired settings, click [OK].**

8. **Start printing from the application's print dialog box.**

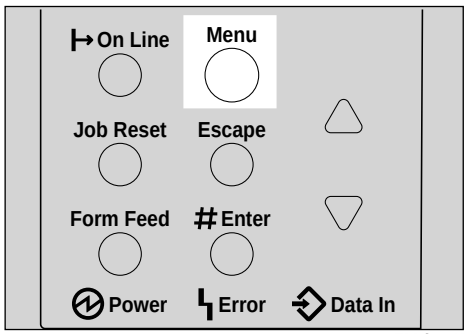
   The sample print job is sent to the printer and the first set is printed.

9 Check the print job to confirm whether the settings are acceptable.

If the settings are fine, go to step 10 to print the rest of the print job.

If not, you can delete the saved job.
⇒ P.51 *"Deleting a Sample Print File"*

10 On the printer's operation panel, press [Menu].



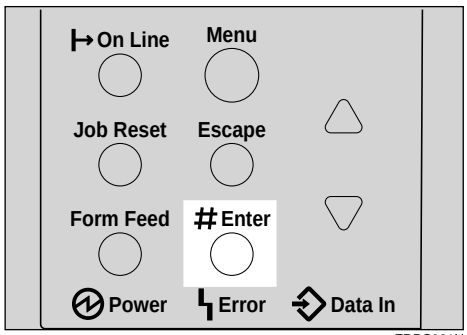
ZDDS020N

"Menu" appears on the panel display.

11 Press [▼] or [▲] to display the "Sample Print" menu.

```
Menu:
 Sample Print
```

12 Press [Enter #].



ZDDS021N

The following message appears on the panel display.

```
Sample Print:
08:56 ABCD1234
```

13 Press [▼] or [▲] to display the file you want to print, and then press [Enter #].

```
Select Action:
Print File
```

Note

❒ If you want to cancel the sample print file, press [Escape].

14 Press [Enter #].

The following message appears on the panel display.

```
Qty:  1(1-999)
Press # To Print
```

15 Press [▲] or [▼] to enter the number of sets.

Note

❒ You can enter up to 999 sets.

```
Qty:  6(1-999)
Press # To Print
```

16 Press [Enter #] to print the file.

The following message appears on the panel display.

```
Printing...
```

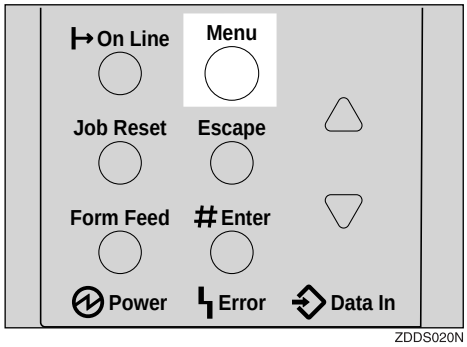
Note

❒ If you are not satisfied with the first printout of the sample print file and do not want to print the remainder, the job in the printer is deleted automatically.

Deleting a Sample Print File

If you are not satisfied with the printout, delete the sample print file. Then revise it and print again until the settings are fine.

1 **Press [Menu].**



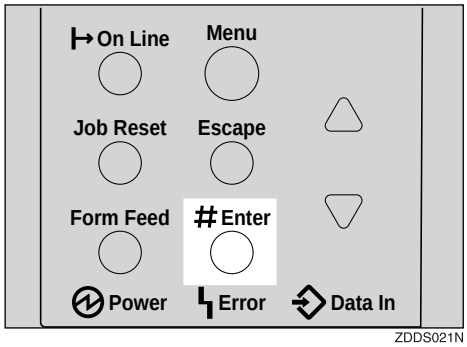
ZDDS020N

"Menu" appears on the panel display.

2 **Press [▼] or [▲] to display the "Sample Print" menu .**

```
Menu:
 Sample Print
```

3 **Press [Enter #].**



ZDDS021N

The following message appears on the panel display.

```
Sample Print:
08:56 ABCD1234
```

4 **Press [▼] or [▲] to display the file you want to delete, and then press [Enter #].**

The following message appears on the panel display.

```
Select Action:
 Print File
```

Note

❒ If you want to cancel the deletion of a sample print file, press [Escape].

5 **Press [▼] or [▲] to display a file you want to delete, and then press [Enter #].**

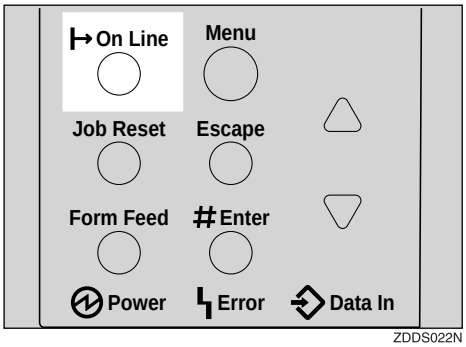
```
08:56  ABCD1234
Press #To Del
```

6 **Press [Enter #] to delete the file.**

The following message appears on the panel display.

```
Deleted
```

7 **Press [Online].**



ZDDS022N

"Ready" appears on the panel display.

```
Ready
```

Checking the Error Log

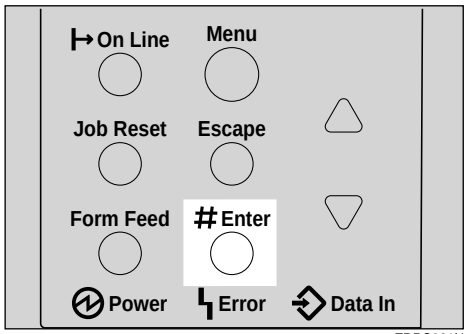
1 **Press [Menu].**

"Menu" appears on the panel display.

2 **Press [▼] or [▲] to display the "Sample Print" menu.**

```
Menu:
 Sample Print
```

3 **Press [Enter #].**



ZDDS021N

The following message appears on the panel display.

```
Sample Print:
08:56 ABCD1234
```

4 **Press [▼] or [▲] to display "Error File(s)".**

```
Sample Print:
 Error File(s)
```

5 **Press [Enter #].**

The following message appears on the panel display.

```
Error File(s):
 06:52  ABCD1234
```

Note

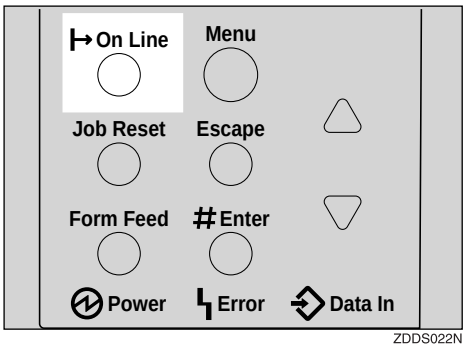
❒ You can check the other error logs by using [▼] or [▲].

6 **Press [▼] or [▲] to check "Error File(s)", and then press [Enter #].**

The following message appears on the panel display.

```
Sample Print:
 Error File(s)
```

7 **Press [Online].**



ZDDS022N

"Ready" appears on the panel display.

```
Ready
```

Locked Print

Use this function to maintain privacy when printing confidential documents. Documents will not be printed out automatically, unless a password is entered, using the operation panel after sending the print job.

Limitation

❒ To use this function, the optional Hard Disk Drive must be installed on the printer.

Note

❒ If the application has a collate option, confirm that it is not selected before sending a print job. By default, locked print jobs are automatically collated by the printer driver. If the collate option is selected from the application print dialog box, more pages than intended may be printed.

❒ You can identify the file you want to print by the User ID and the time when the job was stored.

❒ The actual number of pages the printer can save depends on the contents of the print images. For example, the printer can save up to 30 jobs or 2,000 pages. It depends on the data volume.

❒ After the locked print file is printed, the job in the printer is deleted automatically.

Printing a Locked Print File

The following procedure describes how to print a locked print file with the PCL printer driver. For information about how to print a locked print file with the PostScript printer driver, see the PostScript3 Operating Instructions Supplement included as a PDF file on the CD-ROM.

1 From an application, select the menu command to print.

The print dialog box appears.

2 Open the Printer Properties.

3 From the [Job Type:] box on the [Setup] tab, select [Locked Print].

4 Click the [Details:] button.

5 In the [User ID:] box, type a User ID of up to eight alphanumeric characters.

Note

❒ This is used to identify the user associated with a job.

❒ The User ID can consist of up to eight alphanumeric (a-z, A-Z, 0-9) characters.

6 In the [Password:] box, type a password of four digits.

Note

❒ The password must be four digits (0-9).

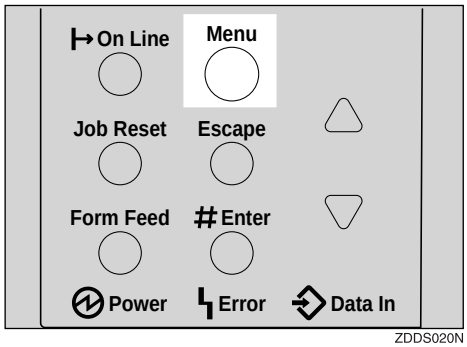
7 Click [OK].

8 After making all desired settings, click [OK].

9 Start printing from the application's print dialog box.

The locked print job is sent to the printer.

10 On the printer's operation panel, press [Menu].



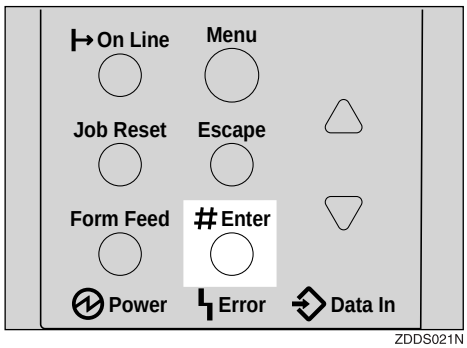
ZDDS020N

"Menu" appears on the panel display.

11 Press [▼] or [▲] to display "Locked Print" menu.

```
Menu:
 Locked Print
```

12 Press [Enter #].



ZDDS021N

The following message appears on the panel display.

```
Locked Print
08:56 ABCD1234
```

13 Press [▼] or [▲] to display a file you want to print, and then press [Enter #].

The following message appears on the panel display.

```
Password:
[0---]
```

14 Enter the password you entered in step 6.

❶ Press [▲] or [▼] to enter the leftmost digit of the password.

```
Password:
[1---]
```

❷ Press [Enter #].

The next digit appears.

```
Password:
[12--]
```

Note

❒ If you want to change the locked print file, press [Escape].

❸ Repeat steps ❶ and ❷ to enter the remaining digit of the password, and the press [Enter #].

If the password is not correct, the following message appears and the panel display returns to the password menu. Reset or reenter the password.

```
Invalid Password
Try Again
```

15 Press [▼] or [▲] to display "Print File", and then press [Enter #].

Note

❒ If you want to change the locked print file, press [Escape].

16 **Press [Enter #].**

The following message appears on the panel display.

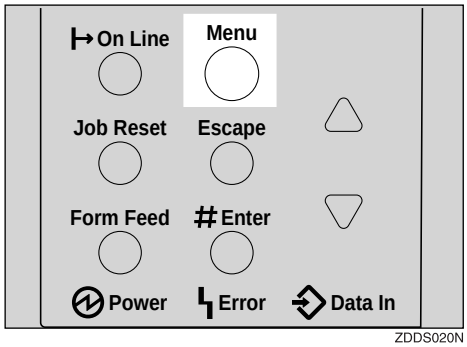
```
Qty: 6(1-999)
Press # To Print
```

17 **Press [Enter #] to print the file.**

```
Printing...
```

Deleting the Locked Print File

1 **Press [Menu].**



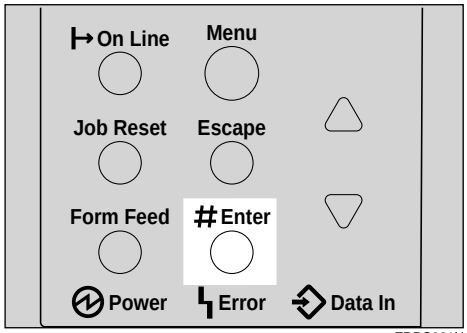
ZDDS020N

"Menu" appears on the panel display.

2 **Press [▼] or [▲] to display the "Locked Print" menu.**

```
Menu:
 Locked Print
```

3 **Press [Enter #].**



ZDDS021N

```
Locked Print:
08:56 ABCD1234
```

4 **Press [▼] or [▲] to display the file you want delete, and then press [Enter #].**

```
Password:
[0---]
```

5 **Enter the password of the locked print file.**

❶ **Press [▲] or [▼] to enter the leftmost digit of the password.**

```
Password:
[1---]
```

❷ **Press [Enter #].**

The next digit appears.

```
Password:
[12--]
```

Note

❒ If you want to change the locked print file, press **[Escape]**.

❸ **Repeat steps ❶ and ❷ to enter the remaining password digits, and then press【Enter #】.**

If the password is not correct, the following message appears and the panel display returns to the password menu. Reenter the password.

```
Invalid Password
Try Again
```

6 **Press【▼】or【▲】to display "Delete File".**

```
Select Action:
 Delete File
```

7 **Press【Enter #】.**

The following message appears on the panel display.

```
08:56 ABCD1234
Press #To Del
```

Note

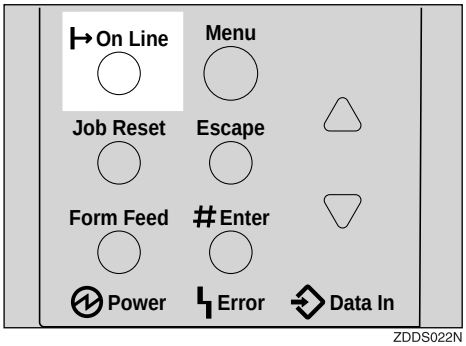
❒ If you want to change the locked print file, press【Escape】.

8 **Press【Enter #】.**

The following message appears on the panel display.

```
Deleted
```

9 **Press【Online】.**



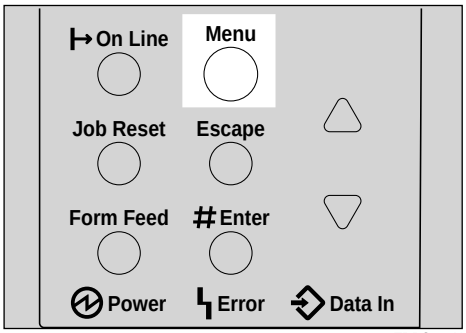
ZDDS022N

"Ready" appears on the panel display.

```
Ready
```

Checking the Error Log

1 **Press【Menu】.**



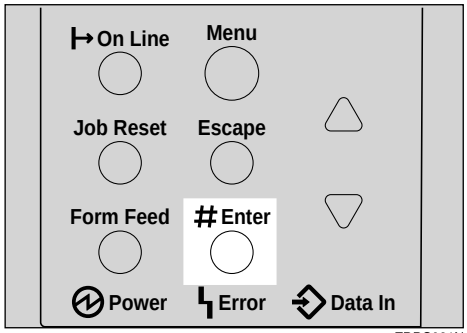
ZDDS020N

"Menu" appears on the panel display.

2 **Press【▼】or【▲】to display the "Locked Print" menu.**

```
Menu:
 Locked Print
```

3 **Press【Enter #】.**



The following message appears on the panel display.

```
Locked Print:
08:56 ABCD1234
```

4 **Press【▼】or【▲】to display "Error File(s)".**

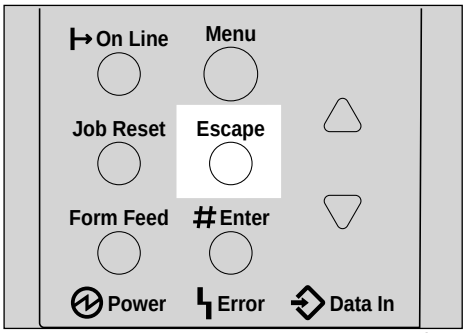
```
Locked Print:
 Error File(s)
```

5 **Press【Enter #】.**

The following message appears on the panel display.

```
Error File(s):
06:52 ABCD1234
```

6 **Press【▼】or【▲】to check "Error File(s)", and then press【Escape】.**



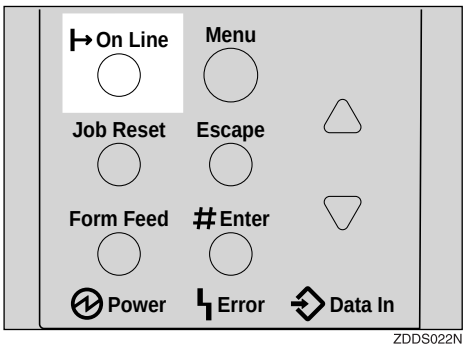
The following message appears on the panel display.

```
Locked Print:
 Error File(s)
```

Note

❒ Press【Escape】to return to the previous menu.

7 **Press【Online】.**



"Ready" appears on the panel display.

```
Ready
```

4

Error & Status Messages on the Operation Panel

Messages/Second messages	Description	Solution
Call Service: EC Power Off On /If Error Reoccur Call Service	An error has occurred in the printer.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.
Change Setting Tray # /Paper Size: Paper Type:	The paper type and size setting on the tray differs from that of actual paper type and size in the tray.	Load { paper size and type } paper with the selected feed direction into tray. Printing will not automatically resume if the paper type, size and direction setting is incorrect. There are two methods to resume printing. ① Use the operation panel to set the correct paper type, size and direction of the paper in tray. ② Press【**Form Feed**】and select the tray with the operation panel.
Close Duplex Unit Cover	The cover of the optional Duplex Unit is open.	Close the cover of the optional Duplex Unit.
Close Front Cover	The front cover is open.	Close the front cover.
Close Rear/Paper Exit Cover	The paper exit cover or the rear cover is open.	Close the paper exit cover or the rear cover.
Close Mailbox Cover	The cover of the Mailbox is open.	Close the cover of the Mailbox.
Collate Cancelled	The collate feature has been canceled.	To print the image correctly, add memory to the printer, or reduce the resolution of the image.
Driver Setting Error (Memory)	The actual amount of memory installed does not match the setting of printer driver. The current print job has been canceled.	Configure the memory size correctly from the printer driver.

Messages/Second messages	Description	Solution
Duplex Cancelled	Duplex Print has been canceled.	To print the image correctly, add memory to the printer, or reduce the resolution of the image.
		Load paper into the tray indicated.
Energy Save Mode	The printer is in Energy Saver mode.	Wait for a while.
Exceeded Max. Pages (Collate)	An error has occurred in the collation table overflow.	To print the image correctly, add memory to the printer, or reduce the resolution of the image.
Exceeded Max. Stored Files	The sample print job or the locked print job to be sent from the computer will cause the maximum number of files to be exceeded.	Delete the stored files.
Exceeded Max. Stored Pages	The sample print job or the locked print job to be sent from the computer will cause the maximum number of storable pages to be exceeded.	Reduce the number of pages to print.
Hardware Problem Ethernet	An error has occurred in the optional Network Interface Board.	First, turn off the power switch and then on. If the message appears again, call your sales or service representative.
		Turn off the power switch . Replace the Network Interface Board and turn on the power switch. See *"Installing Network Interface Board Type 2600"* in the Setup Guide.
		Turn off the power switch, remove the Network Interface Board and turn on the power switch. **Note** ❒ If you remove the Network Interface Board, you cannot print over the network. You can send a print jobs to the printer only via a parallel cable connection.

Messages/Second messages	Description	Solution
Hardware Problem HDD	An error has occurred in the optional Hard Disk Drive.	First, turn the power switch off and then on, If the message appears again, call your sales or service representative.
		Turn off the power switch. Replace the Hard Disk Drive and turn on the power switch. See *"Installing Hard Disk Drive Type 2600"* in the Setup Guide.
		Turn off the power switch. Remove the Hard Disk Drive and turn on the power switch. **Note** ❒ If the Hard Disk Drive is not installed, you cannot send the sample print job, locked print job and download the font to Hard Disk Drive using the PS Utility for Mac.
Hardware Problem IEEE1394	An error has occurred in the optional 1394 Interface Unit.	First, turn the power switch off and then on, If the message appears again, call your sales or service representative.
		Turn off the power switch. Replace the 1394 Interface Unit and turn on the power switch. See *"Installing 1394 Interface Unit Type 2600"* in the Setup Guide.
		Turn off the power switch, remove the 1394 Interface Unit and turn on the power switch. **Note** ❒ If you remove the 1394 Interface Unit, you cannot send print jobs via the 1394 Interface Unit. You can only send print jobs to the printer via the parallel cable connection.
Hardware Problem NV-RAM	An error has occurred in the printer.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.

Messages/Second messages	Description	Solution
Hardware Problem Option RAM	An error has occurred in the optional Memory Unit.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.
		Turn off the power switch, Replace the Memory Unit, and then turn on the power switch. See "*Installing Memory Unit TypeB 64MB*" in the Setup Guide.
		Turn off the power switch, remove the Memory Unit, and then turn on the power switch. **Note** ❒ If you remove the Memory Unit, you must set up the option with the printer driver. If you are using Windows 95/98/Me, Windows 2000 and Windows NT 4.0, see "*Installing the Printer Driver and Software*" in the Setup Guide. ❒ In this case, you might not be able to print complex print jobs.
Hardware Problem Shift Tray	An error has occurred in the shift motor of the shift tray.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.
HDD Full	The optional Hard Disk Drive is full. The sample print job or locked print job to be sent from the computer is too large to store.	Delete any unnecessary stored files.
HDD Not Installed	You cannot print the sample print and the locked print jobs, because the optional Hard Disk Drive is not installed.	Install the Hard Disk Drive. See *"Installing Hard Disk Drive Type 2600"* in the Setup Guide.
Hex Dump Mode	The printer is in Hex Dump Mode.	Wait for a while. If the "Hex Dump Mode" message does not change, on the panel display press **【Online】** to return to the "Ready" condition.

Messages/Second messages	Description	Solution
I/O Buffer Overflow	There is too much data for the I/O buffer to handle.	Make sure the interface cable is inserted into the printer and your computer securely.
		Make sure the interface cable is not damaged or broken.
		Increase the size of the I/O buffer.
Invalid Password Try Again	The password was not entered correctly.	Wait for two seconds until the previous display appears. Then enter the password correctly.
Load Correct Size Paper /Press # To Continue	The paper size setting on the tray differs from that of actual paper size in the tray.	Load { paper size } paper of the selected feed direction and paper size into the tray. Printing will not automatically resume if the paper size and direction setting is incorrect. There are two methods to resume printing. ① Use the operation panel to set the correct paper size and direction of the paper in tray. ② Press 【Form Feed】 and select the tray with the operation panel.
Load Paper /Paper Size: Paper Type:	The paper type and size settings for this tray do not match the size and type of paper actually loaded.	Load paper that matches the paper size and type settings. Printing will not automatically resume if the paper type, size and direction settings are incorrect. There are two methods to resume printing. ① Use the operation panel to set the correct paper type, size and direction of the paper in tray. ② Press 【Form Feed】 and select the tray with the operation panel.
Load Paper Tray #	There is no paper left in this tray.	Load paper into the tray indicated.
Menu Protected Cannot Change	The menu is protected and the settings cannot be changed.	Wait for two seconds until the previous display appears.

Messages/Second messages	Description	Solution
No Files Exist	There are no files available for the sample print job or the locked print job.	Wait for two seconds until the previous display appears.
Offline	The printer is offline.	If you want to bring the printer online. Press 【Online】.
Output Tray Changed	The output tray has been changed. The tray in the paper feed path is not set correctly when the printer receives the print job.	Select the output tray correctly.
Print Overrun	A Print overrun occurred on a file being printed. Only a part of the data on the page will be printed, and the print job is suspended, or the current print job has been canceled.	To print the image correctly, add memory to the printer or reduce the resolution of the image.
Printing...	———	Wait for a while.
Processing...	The printer is processing internally.	Wait for a while.
Ready	The printer is online and ready to make prints.	If you want to take the printer offline, press 【Online】.
Remove Misfeed Duplex Unit /Open Duplex Unit Cover	There is misfeed in the Duplex Unit.	Remove the misfed paper.
Remove Misfeed Internal Path /Open Front Cover	There is a misfeed in the printer.	Remove the misfed paper. See P.81 *"Removing Misfed Paper"*.
Remove Misfeed Mailbox /Open Mailbox Cover	There is a misfeed in the Mailbox.	Remove the misfed paper.
Remove Misfeed Paper Exit Cover /Open Paper Exit Cover	There is a misfeed in the paper exit cover.	Remove the misfed paper.
Remove Misfeed Paper Tray /Remove Misfeed Paper Tray	There is a misfeed in the printer.	Remove the misfed paper. See P.81 *"Removing Misfed Paper"*.

Messages/Second messages	Description	Solution
Remove Misfeed Upper Tray Unit /Open Upperr Tray Cover	There is a misfeed in the upper tray unit.	Remove the misfed paper.
Remove Paper All Output Trays	All output trays are full, and the print job is suspended.	Remove paper from all output trays, and the print job will be resumed automatically.
Remove Paper From Upper Tray	The upper tray is full, and the print job is suspended.	Remove paper from the upper tray, and the print job will be resumed automatically.
Remove Paper Mailbox Tray #	The Mailbox is full, and the print job is suspended.	Remove paper from the Mailbox, and the print job will be resumed automatically.
Remove Paper Standard Tray	The standard tray is full, and the print job is suspended.	Remove paper from the standard tray, and the print job will be resumed automatically.
Replace Maintenance Kit	It is time to replace parts included in the Maintenance Kit.	Replace parts. See P.132 *"MAINTENANCE KIT Type 2600"*.
Replace Toner Cartridge	The toner cartridge is not set correctly or toner is almost run out.	Set the toner cartridge correctly. See P.88 *"Replacing the Toner Cartridge"*.
	The toner dust is full.	Prepare a new toner cartridge. If the image density gets too light, replace the toner cartridge with a new one. See P.88 *"Replacing the Toner Cartridge"*.
Reset Duplex Unit Correctly	The optional Duplex Unit is not set correctly.	Set the optional Duplex Unit correctly. If the message appears again, call your sales or service representative.
	An error has occurred in the Duplex Unit.	
Reset Fusing Unit Correctly	The fusing unit is not set correctly.	Set the fusing unit correctly, or set the proper fusing unit.
Reset Toner Cartridge	The toner cartridge is not set correctly.	Set the toner cartridge correctly. See P.88 *"Replacing the Toner Cartridge"*.
	The toner cartridge is not set installed.	If the cartridge is installed, close the front cover and turn the off power switch and then on. If the message appears again, contact your sales or service representative.

Messages/Second messages	Description	Solution
Reset Tray # Correctly	The input paper tray is not set correctly.	Set the input paper tray correctly.
Resetting Job...	The print job is being reset.	Wait for a while.
RPCS Graphic Error	There is not enough graphics memory to print the data.	Specify the correct memory capacity in the **[Change Accessories...]** option in the RPCS printer driver's print settings tab. For Windows 95/98/Me, Windows 2000 and Windows NT 4.0 descriptions, see "*Installing the RPCS Printer Driver*" in the Setup Guide.
		To print the image correctly, add memory to the printer, or reduce the resolution of the image.
RPCS Memory Overflow	A memory overflow occurred during the print job. After a part of the data on the page is printed, the print job is suspended.	Specify the correct memory capacity in the **[Change Accessories...]** option in the RPCS printer driver's print settings tab. See the descriptions of Windows 95/98/Me, Windows 2000 and Windows NT 4.0 in "*Installing the RPCS Printer Driver*" in the Setup Guide.
		To print the image correctly, add memory to the printer, or reduce the resolution of the image.
RPCS Syntax Error	An error has occurred in the syntax.	Specify the correct memory capacity in the **[Change Accessories...]** option in the RPCS printer driver's print settings tab. See the descriptions of Windows 95/98/Me, Windows 2000 and Windows NT 4.0 in "*Installing the RPCS Printer Driver*" in the Setup Guide.
		To print the image correctly, add memory to the printer, or reduce the resolution of the image.

Messages/Second messages	Description	Solution
SC XXX-X Power Off On If Error Reoccur Call Service	An error has occurred.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.
SC2001	An error has occurred in the resident font RAM.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.
Toner Is Almost Empty	The toner is almost run out.	Prepare a new toner cartridge. If the image density gets too light, replace the toner cartridge with a new one. See P.88 *"Replacing the Toner Cartridge"*.
Waiting...	The printer is waiting for the next print job.	Wait for a while.
Warming Up...	The printer is warming up or toner is being supplied.	Wait until the panel display change the "Ready".

Getting Printer Information over the Network

Printer current status

You can check the printer's status using the telnet command.

❖ **telnet**
Use the status command.

❖ **UNIX**
Use the lpg or lpstat command or stat parameter of rsh, rcp, or ftp.

Reference
For more information, see "*Remote Maintenance by Telnet (mshell)*" in the Network Interface Board Operating Instructions is provided as a PDF file on the CD-ROM labeled "Operating Instructions".

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Messages	Description	Comments
Call Service Center	There is a malfunction in the printer.	Turn the printer off and on.
Call Service Center: SC***-*	An error has occurred in the printer.	First, turn the power switch off and then on. If the message appears again, call your sales or service representative.
Canceling Job...	The printer is canceling the print job.	Wait for a while.
Cover Open: Duplex Unit	The cover of the optional Duplex Unit is open.	Close the cover of the optional Duplex Unit.
Cover Open: Front Cover	Close the front cover.	Close the front cover.
Cover Open: Mailbox	The cover of the Mailbox is open.	Close the cover of the Mailbox cover.
Cover Open: Paper Exit/Rear	The paper exit cover or the rear cover is open.	Close the paper exit cover or the rear cover.
Cover Open: Upper Tray	The upper tray cover is open.	Close the upper tray cover.
Empty: Toner	The toner cartridge is empty.	Replace the new toner cartridge.
Energy Saver Mode	The printer is in Energy Save Mode.	Wait for a while.
Energy Saver Mode 1		
Error: Command Transmission	An error has occurred in the engine or controller.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.

Messages	Description	Comments
Error: Ethernet Board	An error has occurred in the optional Network Interface Board.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Error: HDD Board	An error has occurred in the optional Hard Disk Drive.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Error: IEEE 1394 Board	An error has occurred in the optional 1394 Interface Unit.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Error: Memory Switch	An error has occurred in printer.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Error: Optional RAM	An error has occurred in the optional Memory Unit.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Error: Parallel I/F Board	An error has occurred in the parallel interface board.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Full: Mailbox	Optional all output trays of Mailbox are full.	Remove paper from the Mailbox.
Full: Mailbox Tray 1	The output tray 1 of the optional Mailbox is full.	Remove paper from the output tray 1 of the optional Mailbox.
Full: Mailbox Tray 2	The output tray 2 of the optional Mailbox is full.	Remove paper from the output tray 2 of the optional Mailbox.
Full: Mailbox Tray 3	The output tray 3 of the optional Mailbox is full.	Remove paper from the output tray 3 of the optional Mailbox.
Full: Mailbox Tray 4	The output tray 4 of the optional Mailbox is full.	Remove paper from the output tray 4 of the optional Mailbox.
Full: Output Tray(s)	All output trays are full.	Remove paper from all output trays.
Full: Standard Output Tray	The output tray is full.	Remove paper from output trays.
Full: Upper Output Tray	The upper tray of the optional 1-bin Shift Sort Tray is full.	Remove paper from the upper tray.

Messages	Description	Comments
Full: Waste Toner	The toner is almost run out.	Prepare a new toner cartridge.
Hex Dump Mode	The printer is in Hex Dump Mode.	Wait for a while. If the "Hex Dump Mode" message does not change, on the panel display press 【Online】 to return to the "Ready" condition.
Low: Toner	The toner cartridge is not set correctly or toner is almost running out.	Set the toner cartridge correctly.
Malfunction: Upper Tray	An error has occurred in the upper tray.	First, turn the power switch off and then on. If the message appears again, call your sakes or service representative.
Mismatch: Paper Size	The paper size setting of the tray differs from that of actual paper size in the tray.	Load paper of the indicated paper size into the paper tray being used. See P.25 *"Paper and Other Media Supported by This Printer"*.
Mismatch: Paper Size and Type	The paper type setting of the tray differs from that of actual paper type in the tray.	Load paper of the indicated paper size and type into the paper tray being used. See P.25 *"Paper and Other Media Supported by This Printer"*.
Mismatch: Paper Type	The paper type setting of the tray differs from that of actual paper type in the tray.	Load paper of the indicated paper type into the paper tray being used. See P.25 *"Paper and Other Media Supported by This Printer"*.
No Paper: Bypass Tray	There is no paper of the indicated paper size in the bypass tray.	Load paper into the bypass tray. See P.41 *"Loading Paper in the Bypass Tray"*.
No Paper: Input Tray(s)	There is no paper of the indicated paper size in the paper tray.	Load paper into the paper tray. See P.38 *"Loading Paper in the Paper Tray"*.
No Paper: Selected Tray	There is no paper of the indicated paper size in the current tray.	Load paper into the current tray. See P.38 *"Loading Paper and Other Media"*.
No Paper: Tray 1	There is no paper of the indicated paper size in the paper tray (Tray1).	Load paper into the bypass tray. See P.41 *"Loading Paper in the Bypass Tray"*.
No Paper: Tray 2	There is no paper of the indicated paper size in the optional Paper Feed Unit (Tray2).	Load paper into the bypass tray. See P.41 *"Loading Paper in the Bypass Tray"*.

Messages	Description	Comments
No Paper: Tray 3	There is no paper of the indicated paper size in the optional Paper Feed Unit (Tray3).	Load paper into the bypass tray. See P.41 *"Loading Paper in the Bypass Tray"*.
No Paper: User Selected Tray	There is no paper of the indicated paper size in the selected tray.	Load paper into the selected tray. See P.38 *"Loading Paper and Other Media"*.
Not Detected: Duplex Unit	The optional Duplex Unit is not set correctly.	Set the optional Duplex Unit correctly. If the message appears again, call your sales or service representative.
	An error has occurred in the Duplex Unit.	
Not Detected: Fusing Unit	The fusing unit is not set correctly.	Set the fusing unit correctly. If the message appears again, call your sales or service representative.
Not Detected: Input Tray(s)	The input tray is not set correctly.	Set the input tray correctly. If the message appears again, call your sales or service representative.
Not Detected: Toner Cartridge	The toner cartridge is not set correctly.	Set the toner cartridge correctly. If the message appears again, call your sales or service representative.
No Detected: Tray 1	The paper tray (Tray 1) is not set correctly.	Set the paper tray (Tray 1) correctly. If the message appears again, call your sales or service representative.
No Detected: Tray 2	The optional Paper Feed Unit (Tray 2) is not set correctly.	Set the optional Paper Feed Unit (Tray 2) correctly. If the message appears again, call your sales or service representative.
No Detected: Tray 3	The optional Paper Feed Unit (Tray 3) is not set correctly.	Set the optional Paper Feed Unit (Tray 3) correctly. If the message appears again, call your sales or service representative.
Not Detected: User Selected Tray	The selected tray is not set correctly.	Set the selected tray correctly. If the message appears again, call your sales or service representative.
Offline	The printer is Offline.	If you want to change into Online, press **【Online】**.
On Line	The printer is Online.	You can print the job data.
Online		

Messages	Description	Comments
Paper Misfeed: Duplex Unit	There is misfeed in the Duplex Unit.	Remove the misfed paper. See P.85 *"When "Remove Misfeed Duplex Unit" Appears"*.
Paper Misfeed: Front Cover	There is misfeed in the printer.	Remove the misfed paper. See P.82 *"When "Remove Misfeed Internal Path/Open Front Cover" Appears"*.
Paper Misfeed: Input Tray	There is misfeed in the printer.	Remove the misfed paper. See P.81 *"When "Remove Misfeed Paper Tray" Appears"*.
Paper Misfeed: Mailbox	There is misfeed in the Mailbox.	Remove the misfed paper. See P.87 *"When "Remove Misfeed Mailbox" Appears"*.
Paper Misfeed: Output Tray	There is misfeed in output tray.	Remove the misfed paper. See P.84 *"When "Remove Misfeed Paper Exit Cover" Appears"*.
Paper Misfeed: Upper Tray	There is misfeed in upper tray.	Remove the misfed paper. See P.87 *"When "Remove Misfeed Upper Tray Unit" Appears"*.
Printing...	---	Wait for a while.
Replace Maintenance Kit	It is time to replace parts included in the Maintenance Kit.	Replace parts. See P.132 *"MAINTENANCE KIT Type 2600"*.
Warming Up/Adjusting...	The printer is warming up or toner is being supplied.	Wait until the panel display change the "Ready".

Printer configuration

You can check the printer configuration using telnet.

❖ **telnet**
Use the info command.

❖ **UNIX**
Use the lpg or lpstat command or stat parameter of rsh, rcp, or ftp.

Reference
For more information, see "*Remote Maintenance by Telnet (mshell)*" in the Network Interface Board Operating Instructions is provided as a PDF file on the CD-ROM labeled "Operating Instructions".

Note
❒ "*" (asterisk) is displayed with the current setting.
❒ Regarding *1–*6, see below table.

Item	Description
Printer System	Version of the printer
Network Board	Version of the network board
Input Tray	
No.	ID number of the paper tray
Name	Name of the paper tray*1
PaperSize	Paper size loaded in the paper tray*2
Status	Current status of the paper tray*3
Output Tray	
No.	ID number of the output tray
Name	Name of the output tray*4
Status	Current status of the output tray*5
Emulation	
No.	ID number of the emulation used by the printer
Name	Name of the emulation used in the printer
Version	Version of the emulation
Program	
No.	ID number of the program
Name	Name of the program

❖ *1 Input Tray: Name

Name	Description
Tray X	Name of installed paper tray. (X is the number of tray.)
Bypass Tray	Bypass Tray

❖ *2 Input Tray: Paper Size

Paper Size	Description
A3 (297 × 420)	A3
B4JIS (257 × 364)	B4
A4 (297 × 210)	A4
A4 (210 × 297)	A4
B5JIS (257 × 182)	B5
B5JIS (182 × 257)	B5
A5 (210 × 148)	A5
A5 (148 × 210)	A5
A6 (105 × 148)	A6
11 × 17	DL
$8^1/_2 \times 14$	LG
$11 \times 8^1/_2$	LT
$8^1/_2 \times 11$	LT
$5^1/_2 \times 8^1/_2$	HL
FRI	Custom Size
$10^1/_2 \times 7^1/_4$	$10^1/_2" \times 7^1/_4"$
$7^1/_4 \times 10^1/_2$	$7^1/_4" \times 10^1/_2"$
$8^1/_4 \times 13$	$8^1/_4" \times 13"$
$8^1/_2 \times 13$	$8^1/_2" \times 13"$
$4^1/_8 \times 9^1/_2$	$4^1/_8" \times 9^1/_2"$
$3^7/_8 \times 7^1/_2$	$3^7/_8" \times 7^1/_2"$
DL (110 × 220)	DL
C5 Env(162 × 229)	C5 Env
8 × 13	8"×13"
C6 Env(114 × 162)	C6 Env
8K (267 × 390)	8K
16K (267 × 195)	16K

Paper Size	Description
16K (195 × 267)	16K
NCS	There is no tray.
**	The paper size is not selected.

❖ *3 Input Tray: Status

Status	Description
Normal	—
NoTray	There is no paper tray
PaperEnd	There is no paper in the paper tray

❖ *4 Output Tray: Name

Name	Description
Standard Tray	Output Tray
1-bin Shift Tray	1-bin Shift Sort Tray
Mailbox Tray 1-4	Mailbox output tray 1-4

❖ *5 Output Tray: Status

Status	Description
Normal	----
PaperExist	There is paper in the output tray
OverFlow	Output tray is full of paper
Error	Other error

Printer Does Not Print

Possible Cause	Solutions
Is the power on?	Confirm that the cable is securely plugged into the power outlet and the printer. Turn on the power switch.
Does the **Online** indicator stay on?	Press 【Online】 so the indicator lights.
Does the **Error** indicator stay red?	Check the error message on the panel display and take the required action.
Is paper loaded?	Load paper into the paper tray or on the bypass tray. See P.38 *"Loading Paper and Other Media"*.
Can you print a configuration page ?	If you cannot print a test page, it probably indicates a printer malfunction. You should contact your sales or service representative. See P.107 *"List/Test Print Menu"*. If you can print a test page but cannot get the printer to print when you issue a print command from the computer, it probably means there is a problem with the computer. Note that large or complex data might take a long time to be printed.
Is the interface cable connecting the printer to the computer connected securely?	Connect the interface cable properly. If there are any connectors or screws, confirm that they are fastened securely.
Are you using the correct interface cable?	The type of interface cable you should use depends on the computer. Be sure to use the correct one. If the cable is damaged or worn, replace it with a new one.
Is the paper feed roller clean?	Clean the paper feed roller if it is dirty. See P.92 *"Cleaning the Paper Feed Roller"*.

Possible Cause	Solutions
Is the **Data In** indicator blinking or lit after starting the print job?	If not blinking or lit, the data is not being sent to the printer. ❖ **If the printer is connected to the computer using the interface cable** Make sure the printer port settings are correct. For a parallel port connection, port LPT1 or LPT2 should be set. • **Windows 95/98/Me** ① Click **[Start]**, point to **[Settings]** and then click **[Printers]**. ② Click to select the icon of the printer. Next, on the **[File]** menu, click **[Properties]**. ③ Click the **[Details]** tab. ④ Check the **[Print to the following port]** box to confirm that the correct port is selected. • **Windows 2000** ① Click **[Start]**, point to **[Settings]** and then click **[Printers]**. ② Click to select the icon of the printer. Next, on the **[File]** menu, click **[Properties]**. ③ Click the **[Port]** tab. ④ Check the **[Print to the following port]** box to confirm that the correct port is selected. • **Windows NT 4.0** ① Click **[Start]**, point to **[Settings]** and then click **[Printers]**. ② Click to select the icon of the printer. Next, on the **[File]** menu, click **[Properties]**. ③ Click the **[Port]** tab. ④ Check the **[Print to the following port]** box to confirm that the correct port is selected. ❖ **Network Connection** Contact your network administrator.
Do you print via a network?	Confirm that the "Ethernet" setting is correct from the operation panel. See P.120 *"Host Interface Menu"*. The setting governs the data transfer speed used by the Network Interface Board. Three options are available: • Auto (default) • 100 Mbps • 10 Mbps **Note** ❒ For details about the appropriate setting to use on your network, contact your network administrator.

Possible Cause	Solutions
Is the optional 1394 Interface Unit installed correctly?	Confirm that the 1394 interface cable is securely plugged into the power outlet and the printer. Turn on the power switch. Use the 1394 Interface Unit tool located in the following folder on the CD-ROM: \DRIVERS\UTILITY\1394\ **Reference** For more information about using the 1394 Interface Unit tool, see the readme file on the CD-ROM.

Note

❒ If you cannot solve the problem by taking the preceding actions, contact your sales or service representative.

Other Printing Problems

Status	Possible Causes, Descriptions, and Solutions
The print side of the page is a hazy gray.	Adjust the image density. See P.99 *"Making Printer Settings with the Operation Panel"*.
	If paper is curled, correct it.
	Check if the size selected with the paper tray dial matches that selected with the operation panel. If not, select the correct size that matches the size and feed direction loaded in the tray. If you print something after printing on the paper whose size is smaller than the actual document size, the back of the next output might get dirty. See P.38 *"Loading Paper and Other Media"*.
	If you continuously print data that contains extremely small amount of words or images in the printable area, the printed side of the page could be a hazy gray. Adjust the image density. See P.99 *"Making Printer Settings with the Operation Panel"*.
Image quality varies when printing on thick paper or on OHP transparencies.	Switch to Thick Paper mode. • When toner is not fused enough, set it to "On". • When the image is blurred, set it to "----". See P.99 *"Making Printer Settings with the Operation Panel"*.
Some parts of the print image are not clear.	Make the image density darker. See P.99 *"Making Printer Settings with the Operation Panel"*.
	If Toner Saving mode is selected using the operation panel, the whole image gets lighter.
The print image is not clear.	Due to a sudden change in temperature, condensation might appear inside the printer, reducing print quality. If this occurs, when you move the printer from a cold room to a warmer room, do not use the printer until it acclimatizes to the temperature.
Nothing is printed on the paper.	Check if the tape of the toner cartridge is completely removed. Be sure to remove the tape completely when replacing the toner cartridge. See P.88 *"Replacing the Toner Cartridge"*. **Note** ❒ If the power switch is turned on with the tape still attached to the toner cartridge, the printer might be damaged.
Multiple pages are fed through the printer at once.	Clean the friction pad if it is dirty. See P.91 *"Cleaning the Friction Pad"*.
	Remove all paper from the tray and fan it gently to get air between the sheets. After that, load it back into the tray.
The image is printed on the reverse side of the paper.	Set the paper the other way up.

Status	Possible Causes, Descriptions, and Solutions
Paper misfeeds occur frequently.	Check the paper size settings. The size set with the paper size dial might be different from the actual paper size. Make the correct dial setting. See P.38 *"Loading Paper and Other Media"*.
	Use the recommended paper. Avoid using curled, folded, wrinkled, perforated or glossy paper. See P.36 *"Paper not supported by this printer"*.
	Clean the paper feed roller, friction pad and/or registration roller, if they are dirty. See P.92 *"Cleaning the Paper Feed Roller"*.
The operation panel error message stays on after removing the misfed paper.	Open the front cover of the printer and then close it. See P.81 *"Removing Misfed Paper"*.
Output are not delivered to the selected tray you require.	Check the paper size settings. The size selected with the paper size dial might be different from the actual paper size. Make the correct dial setting. See P.38 *"Loading Paper and Other Media"*.
	When using the bypass tray, set the paper size using the operation panel. See P.38 *"Loading Paper and Other Media"*.
	When you are using a Windows operating system, the printer driver settings override those set using the operation panel. Set the desired output tray using the printer driver. See the driver's online Help file.
The printed image is different from the image on the computer.	When you use some functions, such as enlargement and reduction, the layout of the image might be different from that shown in the computer display.
It takes too much time to resume printing.	The data is so large or complex that it takes time to process it. If the **Data In** indicator is blinking, the data processing is being done. Just wait until it resumes.
	Changing the paper feed direction may sometimes reduce the time to resume printing.
The image is printed in the wrong orientation.	Set the correct orientation under the "PCL Menu" with the operation panel. See P.124 *"PCL Menu"*.
	Confirm that the setting of orientation has been set in the application you use.
	Set the correct paper size and feed direction that matches tray settings on the RPCS printer driver.
Part of the image cannot be printed.	A paper size which is smaller than that selected in the application is used for printing. Load the correct size of paper.
Network configurations you have made do not become effective.	Print a configuration page and check the network settings.

Note

❒ If the problem cannot be solved, contact your sales or service representative.

Removing Misfed Paper

When a paper misfeed occurs, an error message appears on the panel display. The procedure you should follow to remove misfed paper depends on the location of the misfeed, which is indicated on the panel display.

⚠ ***CAUTION:***

- *When removing misfed paper, do not touch the fusing section because it becomes very hot.*

Important

❒ Check the following points if paper continues to misfeed.

- Confirm that the setting of the paper size dial matches the size and feed direction of the paper loaded in the paper tray.
- If the friction pad or the paper feed roller is dirty, clean it. For more information, see P.91 *"Cleaning the Friction Pad"*.
- Confirm that the toner cartridge is set correctly.

❒ If a paper misfeed still occurs, contact your sales or service representative.

❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the printer. This makes the printer misfed and might be damaged.

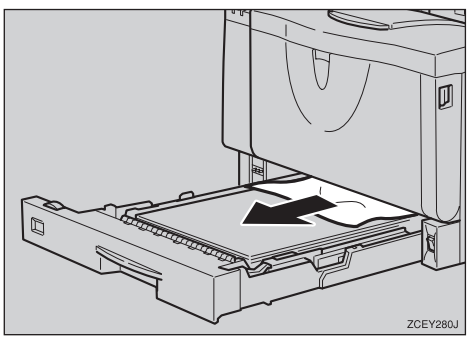
❒ Do not leave any torn scraps within the printer.

When "Remove Misfeed Paper Tray" Appears

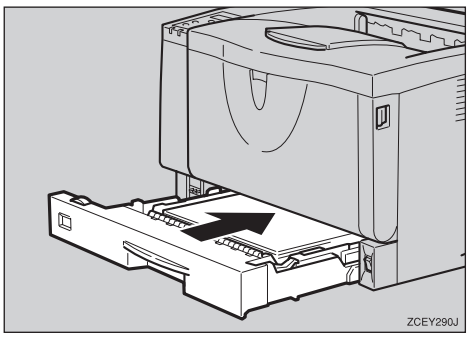
Important

❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the printer. This makes the printer misfed and might be damaged.

1 **Lift the paper tray slightly then pull it out until it stops, and remove misfed paper.**



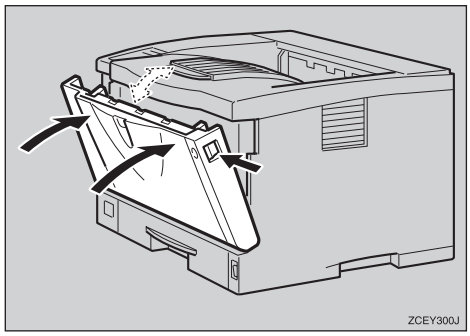
2 **Carefully slide the paper tray into the printer until it stops.**



Important

❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

3 **Open the front cover by pushing the front cover release button, and then close it to reset the misfeed condition.**



Note

❒ You can apply this procedure for both the paper tray and the optional Paper Feed Unit.

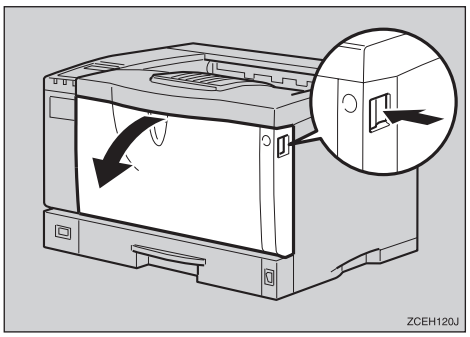
❒ To reset the misfeed condition, open and close the front cover, then the indicator will be off.

When "Remove Misfeed Internal Path/Open Front Cover" Appears

Important

❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the printer. This makes the printer misfed and might be damaged.

1 **Open the front cover by pushing the front cover release button.**

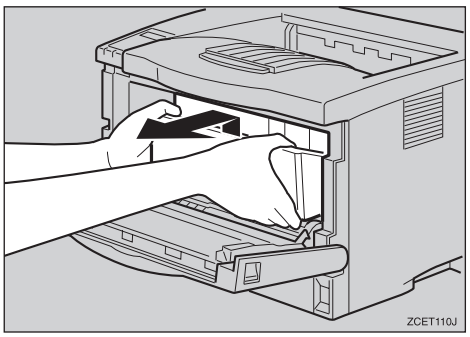


2 **While lifting the front side of the toner cartridge, pull it out of the printer.**

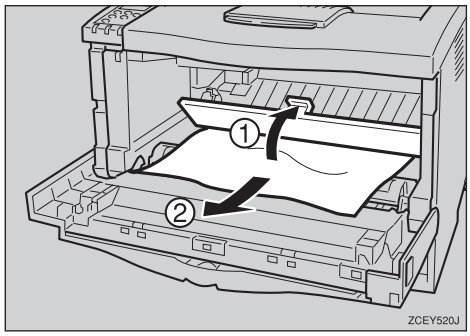
Important

❒ Do not put the toner cartridge on an unstable or tilted surface.

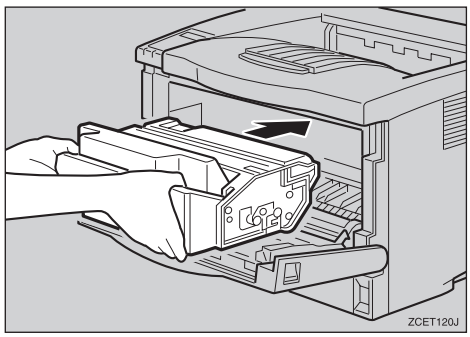
❒ Do not hold the toner cartridge upside down or stand it vertically.



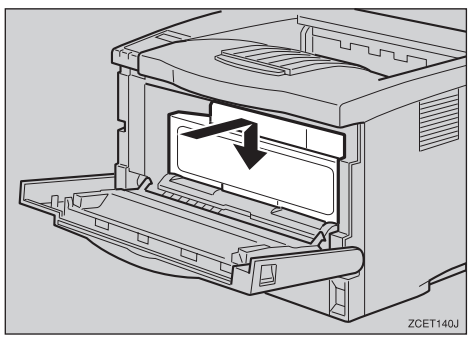
3 **Pull out the misfed paper by holding both sides of paper. Be careful not to make your hands dirty with toner.**



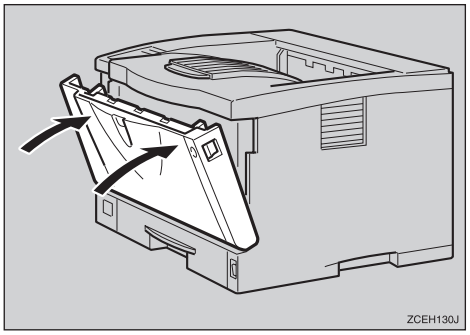
4 **Holding the grips of the toner cartridge, insert it into the printer until it stops.**



5 **Push down the toner cartridge to settle it in appropriate position.**



6 **Close the front cover.**



Important

❒ If paper is fed from the bypass tray, be sure to remove all the paper from the bypass tray and close it before opening the front cover.

5

When "Remove Misfeed Paper Exit Cover" Appears

⚠ ***CAUTION:***

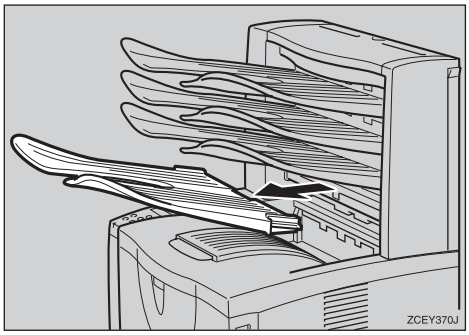
- *When removing misfed paper, do not touch the fusing section because it becomes very hot.*

Important

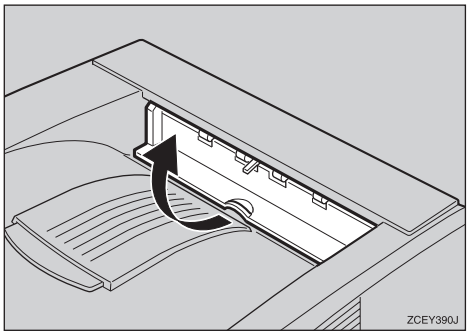
❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the printer. This makes the printer misfed and might be damaged.

1 **If you installed the 1-bin Shift Sort Tray, slide the upper tray out from it. If you installed the Mailbox, slide the output tray into lower slide out from it.**

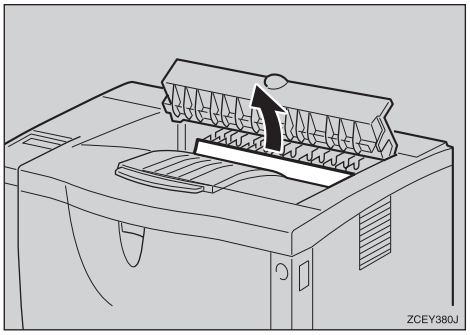
The following procedures are example of Mailbox.



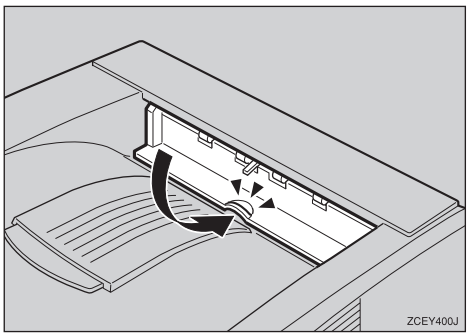
2 **Open the paper exit cover.**



3 **Remove the misfed paper.**



4 **Close the paper exit cover until it clicks.**



When "Remove Misfeed Duplex Unit" Appears

⚠ ***CAUTION:***

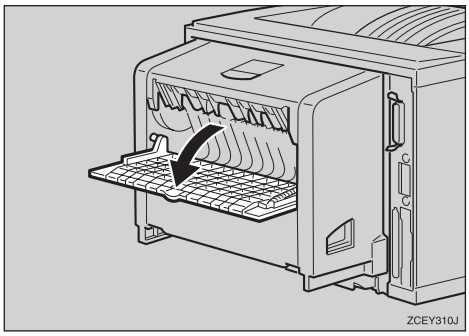
- *When removing misfed paper, do not touch the fusing section because it becomes very hot.*

Important

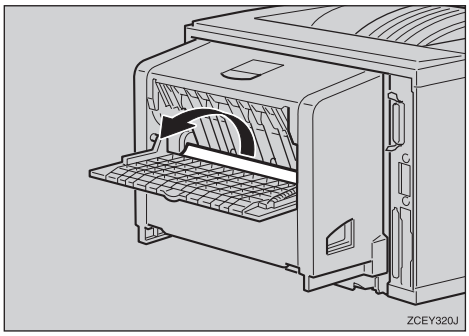
❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the Duplex Unit. This makes the printer misfed and might be damaged.

1 **Remove the misfed paper inside of the cover.**

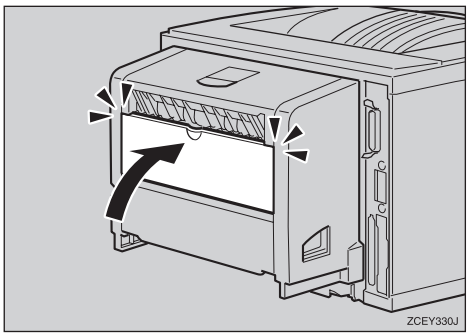
❶ **Open the rear cover of the Duplex Unit.**



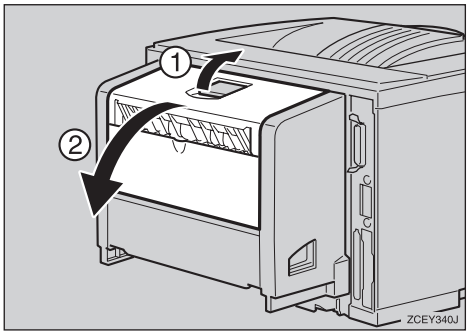
❷ **Remove the misfed paper.**



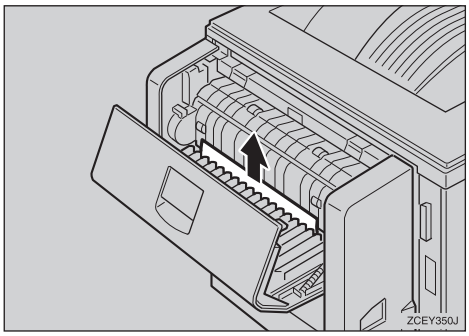
❸ **Close the rear cover of the Duplex Unit.**



❹ **While lifting the lever (①), open the cover of the Duplex Unit (②).**

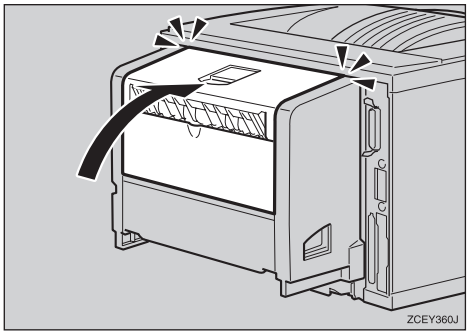


❺ **Remove the misfed paper.**



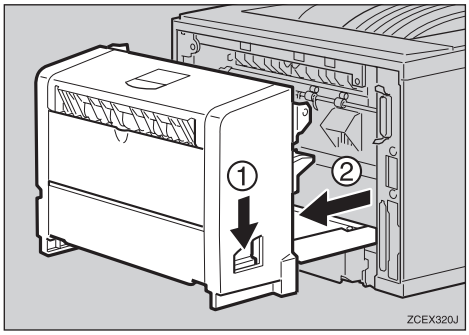
❻ **Close the cover of the Duplex Unit.**

If the error message appears again, go to step ❷.

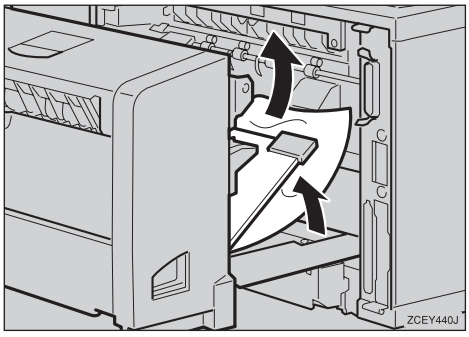


❷ Pull the Duplex Unit out of the printer until it stops, and remove the misfed paper.

❶ **Push down the lever on the right side of the Duplex Unit (①) and pull it out until it stops (②).**



❷ **Lift the guide board inside the Duplex Unit, and remove the misfed paper.**

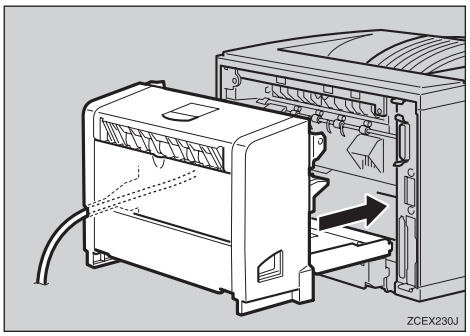


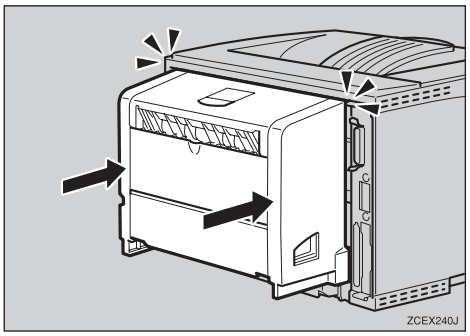
Important

❒ When A5□ paper misfeeds, you might not remove it by pulling the Duplex Unit out. In this case, pull the paper tray out and remove the paper.

❸ **While aligning the power cord with the groove of the left slide of the Duplex Unit, insert the Duplex Unit into back of the printer aligning the rails inside of the printer until it is connected.**

If the error message appears again, the misfed paper might be left in the printer. Confirm that the inside of the printer. For more information, see P.82 *"When "Remove Misfeed Internal Path/Open Front Cover" Appears"*.



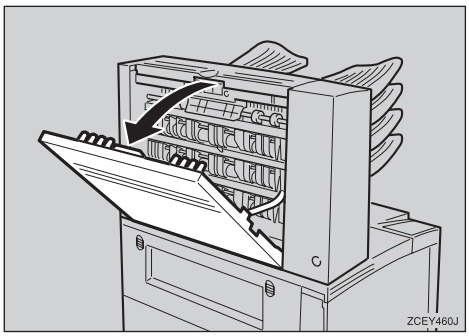


When "Remove Misfeed Mailbox" Appears

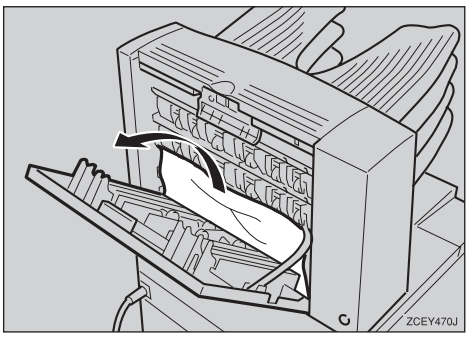
Important

❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the Mailbox. This makes the printer misfed and might be damaged.

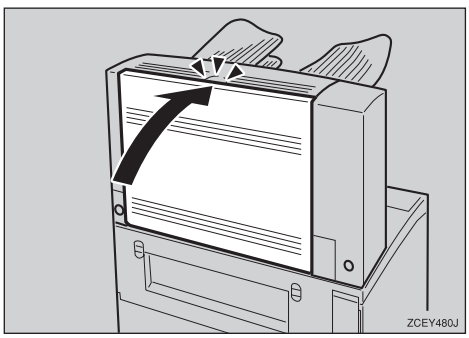
1 **Open the cover of the Mailbox.**



2 **Remove the misfed paper.**



3 **Close the cover of the Mailbox.**

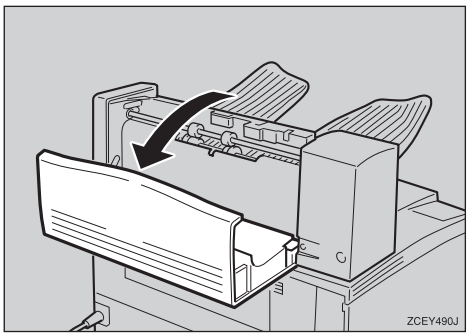


When "Remove Misfeed Upper Tray Unit" Appears

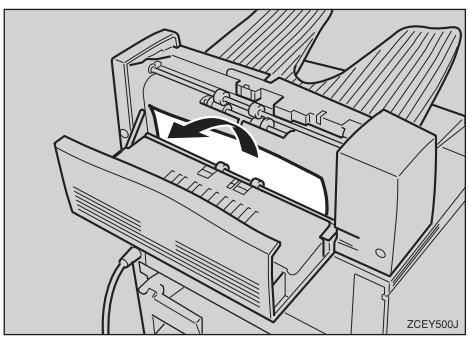
Important

❒ Removing misfed paper with force, cause the paper might be torn and left some torn scraps within the 1-bin Shift Sort Tray. This makes the printer misfed and might be damaged.

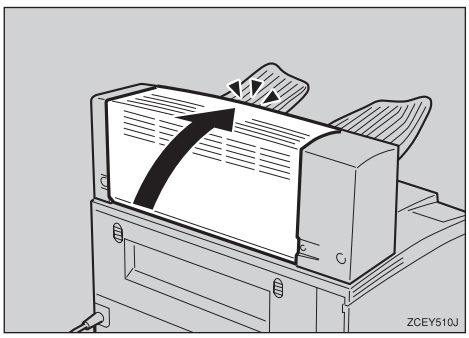
1 **Open the upper tray cover.**



2 **Remove the misfed paper.**



3 **Close the upper tray cover.**



Replacing the Toner Cartridge

⚠ ***WARNING:***

- ***Do not incinerate spilled toner or used toner. Toner dust might ignite when exposed to an open flame.***
- ***Disposal can take place at our authorized dealer or at appropriate collection sites.***
- ***If you dispose the used toner cartridges yourself, dispose of them according to your local regulations.***

⚠ ***CAUTION:***

- *The inside of the printer becomes very hot. Do not touch the parts with a label indicating the "hot surface", otherwise it could cause a personal burn.*
- *Do not eat or swallow toner.*
- *Keep toner (used or unused) and toner cartridges out of reach of children.*
- *Our products are engineered to meet the highest standards of quality and functionality. When purchasing expendable supplies, we recommend using only those specified by an authorized dealer.*

When "Replace Toner Cartridge" appears on the panel display, the toner is almost running out. Prepare a new toner cartridge. If the image density gets too light, replace the toner cartridge with a new one.

Important

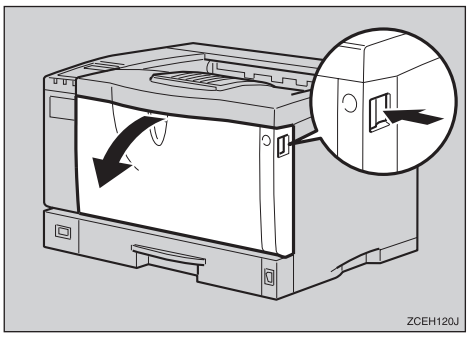
❒ Do not expose the toner cartridge to light for a long time. Do not leave the front cover open for a long time. If the toner cartridge is exposed to a light for a long time, the toner cartridge might be damaged and print quality might be reduced.

Note

❒ Do not stand or place the toner cartridge upside-down.

❒ The actual number of printed pages you get from a particular toner cartridge depends on the type and size of paper you are using, the contents of the print images, and printing environment conditions. All this means that a toner cartridge might require replacement sooner than the normal life described on P.150 *"Consumables"*.

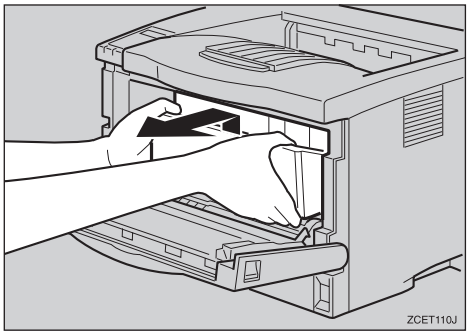
1 Open the front cover by pushing the front cover release button.



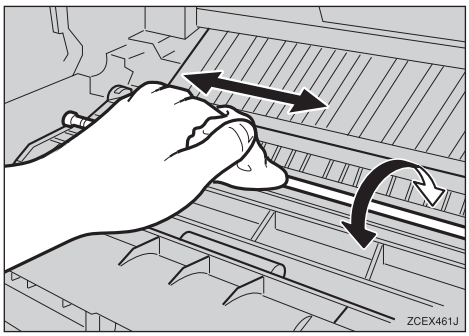
2 **While lifting the front side of the toner cartridge, pull it out of the printer.**

Note

❒ Do not put the toner cartridge on an unstable or tilted surface.



3 **Wipe around the metallic registration roller by turning with a soft damp cloth.**

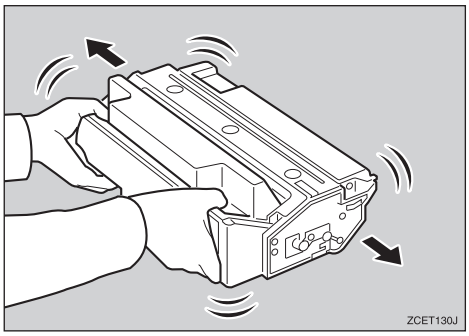


Important

❒ Do not use chemical cleaner or organic solvent such as thinner or benzene.

4 **Take a new toner cartridge from the box.**

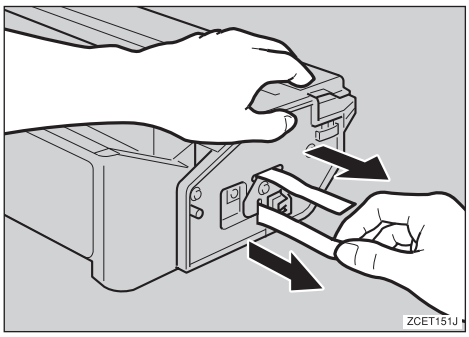
5 **Hold the toner cartridge as shown in the illustration, and shake it side to side about seven – eight times.**



Note

❒ If the toner cartridge is not shaken enough, toner might not be evenly distributed in the cartridge. In this case, print quality might be reduced.

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



Note

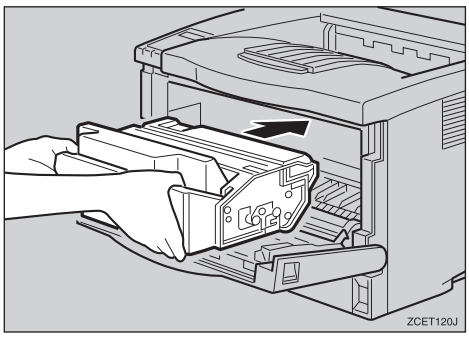
❒ Be sure to remove the tape completely before installing the new toner cartridge, otherwise the printer might be damaged.

❒ Be sure to pull the tape horizontally. Pulling it upward or downward causes toner scattering.

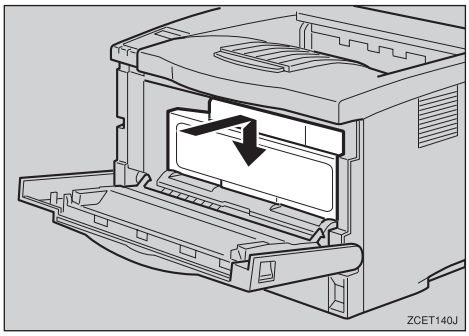
❒ Be careful not to make your cloths dirty with toner.

❒ After pulling out the tape from the cartridge, toner scatters easily. Do not shake or give a shock to the cartridge.

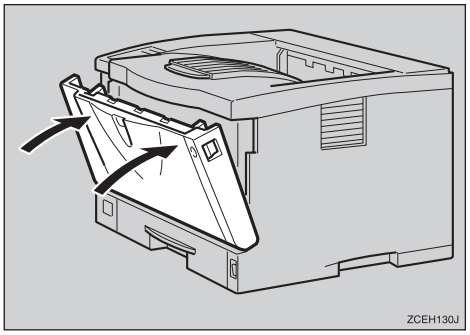
7 Holding the grips of the cartridge, insert it into the printer until it stops.



8 Push down the toner cartridge to settle it in appropriate position.



9 Close the front cover.



Important

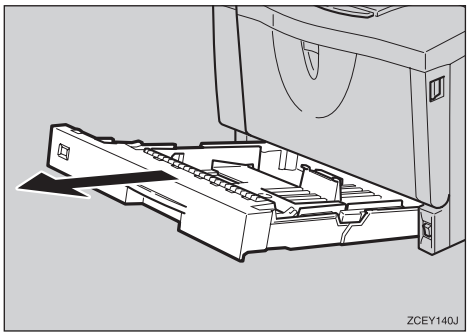
❒ Do not close the front cover with force. If you cannot close the cover easily, pull out the toner cartridge from the printer and insert it again. After that, close the front cover again.

Cleaning and Adjusting the Printer

Cleaning the Friction Pad

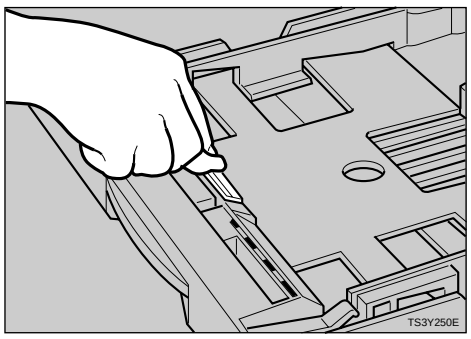
If the friction pad is dirty, a multi-feed or misfeed might occur. In this case, clean the pad as follows:

1 **Lift the paper tray slightly then pull it out until it stops, and while lifting the front side of the tray, pull it out of the printer.**



2 **Place the tray on a flat surface. When there is paper in the tray, remove paper.**

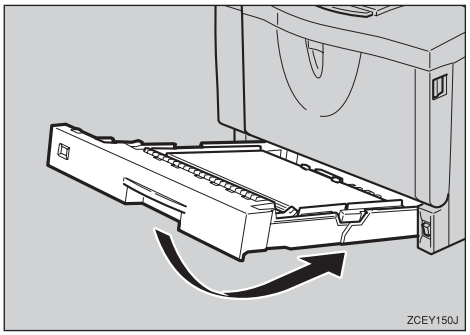
3 **Wipe the brown part of the friction pad with a soft damp cloth. After that, wipe it with a dry cloth to remove the water.**



Important

❒ Do not use chemical cleaner or organic solvent such as thinner or benzene.

4 **Load paper into the paper tray with the print side up. Carefully slide the paper tray into the printer until it stops.**



Important

❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

Note

❒ If misfeeds or multi-feeds of paper occur after cleaning the friction pad, contact your sales or service representative.

❒ Follow the same procedure to clean the friction pad of the optional Paper Feed Unit and the Envelope Feeder Unit.

Cleaning the Paper Feed Roller

If the paper feed roller is dirty, a misfeed might occur. In this case, clean the roller as follows:

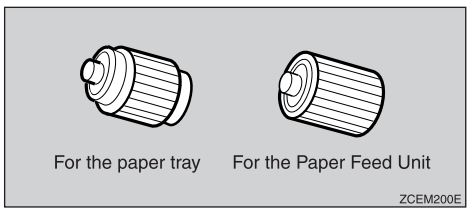
⚠ CAUTION:

- *When lifting the printer, use the grips on both sides of the printer, otherwise the printer might fall and cause personal injury.*
- *When you move the printer, unplug the power cord from the wall outlet to avoid a fire or an electric shock.*
- *When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock.*

Important

❒ The following are examples of cleaning the paper feed roller on the paper tray.

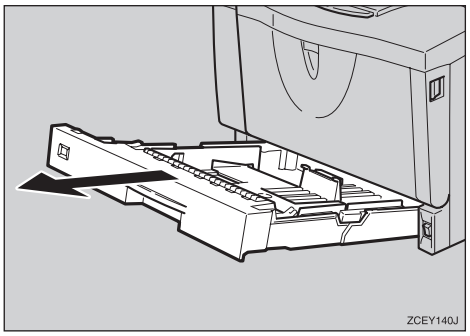
❒ You can clean the paper feed roller on the optional Paper Feed Unit by following the procedures below. The paper feed roller on the optional Paper Feed Unit differs from one on the paper tray. Confirm the type of paper feed roller you are installing.



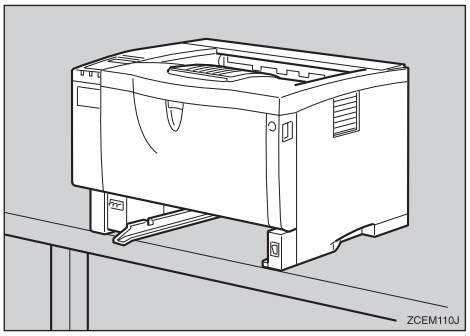
1 Turn off the power switch.

2 Pull out the plug from the socket. Remove all the cables from the printer.

3 Lift the paper tray slightly then pull it out until it stops, and while lifting the front side of the tray, pull it out of the printer.



4 Move the printer to the edge of a stable table or desk.



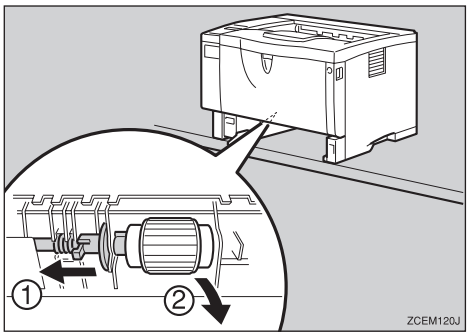
Important

❒ Do not put the printer on an unstable or tilted surface.

❒ If the printer is equipped with the optional Paper Feed Unit, do not move the printer and unit together as they are not securely attached.

❒ When lifting the printer, confirm that the optional Paper Feed Unit is not attached to the printer.

5 **Slide the green lock lever to the left (①), so that the paper feed roller can be released (②).**

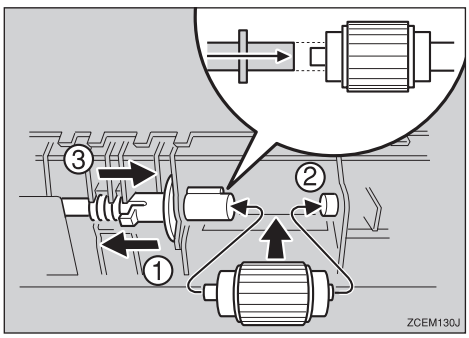


6 **Wipe the rubber part of the roller with a soft damp cloth. After that, wipe it with a dry cloth to remove the water.**

Important

❒ Do not use chemical cleaner or organic solvent such as thinner or benzene.

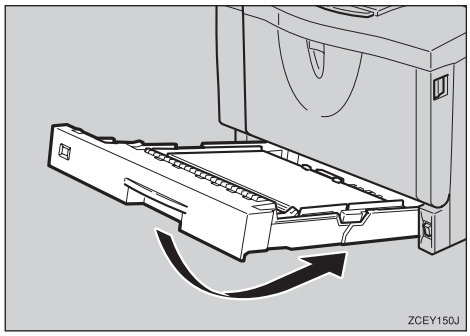
7 **While sliding the green lock lever to the left (①), set the paper feed roller to its original position (②). After that, return the green lock lever to its original position (③).**



Note

❒ Confirm that the green lock lever secures the roller correctly by confirming that the roller rotates smoothly.

8 **Move the printer to the place where it was placed. Carefully slide the paper tray into the printer until it stops.**



Important

❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

9 **Insert the plug of the power cord into the wall socket securely. Connect all the cables that were removed in step 2.**

10 **Turn on the power switch.**

Note

❒ Follow the same procedure to clean the paper feed roller of the optional Paper Feed Unit.

Cleaning the Registration Roller

If the registration roller is dirty, a misfeed might occur. In this case, clean the roller as follows:

⚠ ***WARNING:***

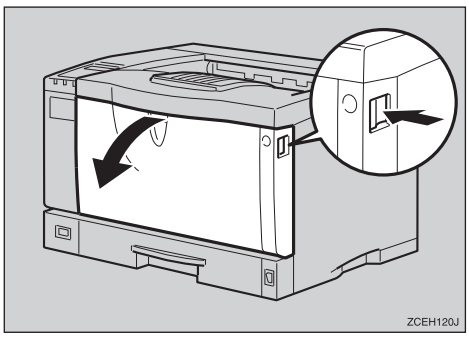
- ***Be sure to turn off the power switch and wait for about 30 minutes before cleaning the registration roller. Not waiting for the printer to cool down can result in a burn.***

⚠ ***CAUTION:***

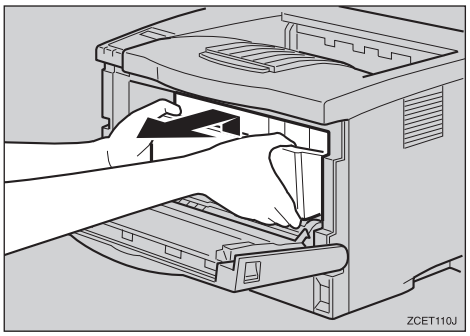
- *The inside of the printer becomes very hot. Do not touch the parts with a label indicating the "hot surface", otherwise it could cause a burn.*

1 **Turn off the power switch.**

2 **Open the front cover by pushing the front cover release button.**



3 **Pull the toner cartridge out of the printer by holding the grips of the cartridge.**

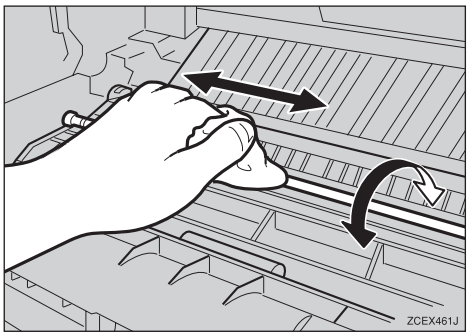


Note

❒ Do not hold the toner cartridge upside down or stand it vertically.

❒ Do not put the toner cartridge on an unstaple or tilted surface.

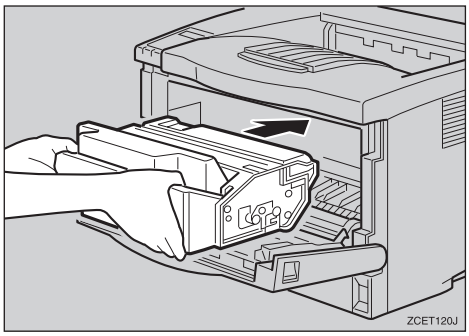
4 **Wipe around the metallic registration roller by turning with a soft damp cloth.**



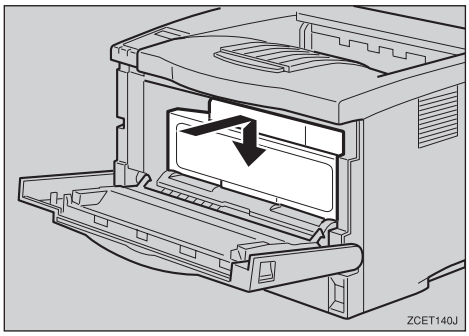
Important

❒ Do not use chemical cleaner or organic solvent such as thinner or benzene.

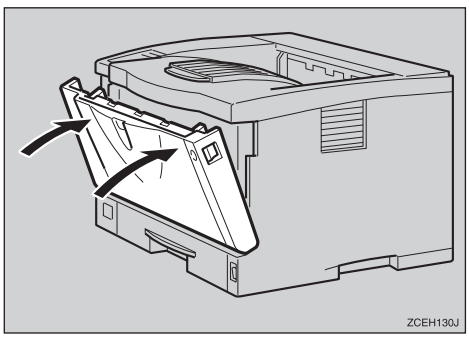
5 Holding the grips of the toner cartridge, insert it into the printer until it stops.



6 Push down the toner cartridge to settle it in appropriate position.



7 Close the front cover.



Important

❒ Carefully close the front cover. If you cannot close the cover easily, pull the toner cartridge out of the printer and insert it again. After that, close the front cover again.

8 Turn on the power switch.

Adjusting the Image Density

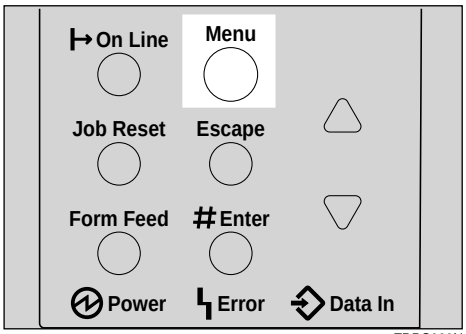
You can adjust the image density when the print side of the page is a hazy gray or print image is too light.

Important

❒ Extreme settings may create printouts that appear dirty.

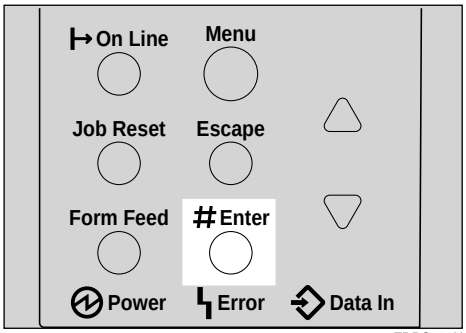
❒ Image density settings should be made from the application or the printer driver whenever possible.

1 Press [Menu].



"Menu" appears on the panel display.

2 Press [▲] or [▼] to display the "Maintenance" menu, and then press [Enter #].



The following message appears on the panel display.

```
Maintenance:
 Image Density
```

3 **Press [Enter #].**

```
Image Density:
 -2
```

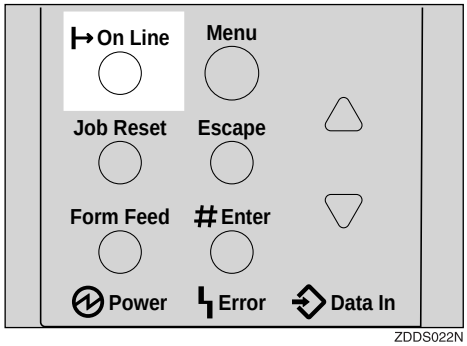
4 **Press [▲] or [▼] to set the image density value.**

Note

- To maintain a darker image under high volume printing conditions, we highly recommended that you select 3 from the operation panel.
- You can adjust the image density, -3 to +3, from seven steps. Increasing the value makes the printouts darker and decreasing thinner.

5 **Press [Enter #].**

6 **Press [Online].**



ZDDS022N

"Ready" message appears on the panel display.

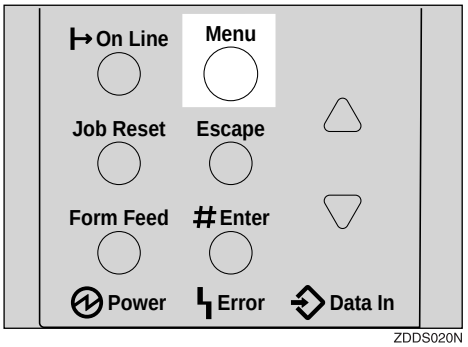
```
Ready
```

Adjusting the "Registration" of the Trays

You can adjust the registration of each tray. The vertical adjustment is used for all trays. Normally, you need not update the registration. But when the optional Paper Feed Unit or the Duplex Unit is installed, updating the registration is useful in some case.

The following procedure describes how to adjust Tray 1. You can use the same procedure to adjust the other tray as well.

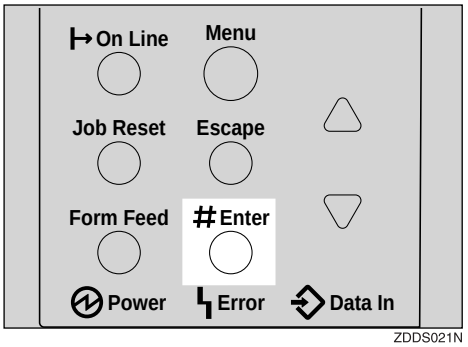
1 **Press [Menu].**



ZDDS020N

"Menu" appears on the panel display.

2 **Press [▲] or [▼] to display the "Maintenance" menu, and then press [Enter #].**



ZDDS021N

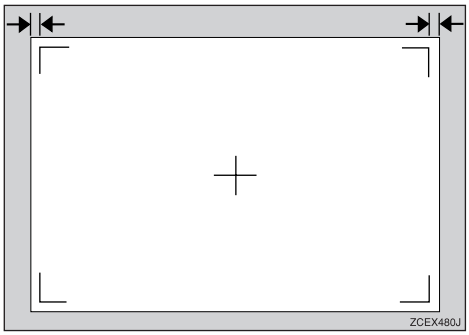
```
Maintenance:
 Image Density
```

3 Press [▲] or [▼] to display "Registration", and then press [Enter #].

The following message appears on the panel display.

```
Registration:
 Prt. Test Sheet
```

4 Print the test sheet to preview the settings you have made.



❶ After confirming that "Prt. Test Sheet" is on the panel display, press [Enter #].

The following message appears on the panel display.

```
Prt. Test Sheet
 Tray 1
```

❷ Press [▲] or [▼] to display the tray you want to adjust, and then press [Enter #] to print the test sheet. Wait for two seconds.

The following message appears on the panel display.

```
Printing...
```

5 Adjust the registration by confirming the position of the printed image of the test sheet.

The following are example to adjust the margin on the test sheet equally.

❶ Press [▲] or [▼] to display "Adjustment", and then press [Enter #].

The following message appears on the panel display.

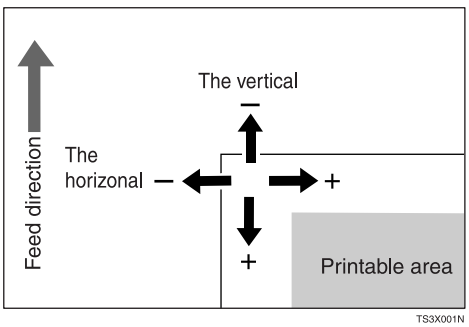
```
Adjustment:
 Horiz.: Tray 1
```

❷ Press [▲] or [▼] to display the tray you want to adjust, and then press [Enter #].

The following message appears on the panel display.

```
Horiz.: Tray 1
 -4.0 mm
```

❸ Press [▲] or [▼] to set the digit of the registration value (mm).



Note

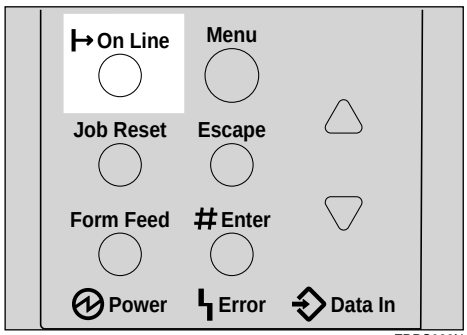
❒ Increase the value to shift the print area in a positive direction, and decrease to shift in a negative direction.

❒ Pressing [▲] or [▼] makes the value increase or decrease by 1.0 mm step.

6 Print the test sheet to check the settings you have made.

7 Repeat steps 3 and 4 to adjust the registration if necessary.

8 Press [Online].



ZDDS022N

"Ready" appears on the panel display.

6. Making Printer Settings with the Operation Panel

Menu Chart

This section describes how to change the default settings of the printer and provides information on the parameters included in each menu.

Category	Function menu	
Sample Print [*1] ⇒ P.49	Select Action / Show Error Log	
Locked Print [*1] ⇒ P.53	Select Action / Show Error Log	
Paper Input⇒ P.103	Bypass Size	
	Tray Paper Size	
	Paper Type	
	Tray Locking	
	Tray Priority	
List/Test Print⇒ P.107	Config. Page	
	Menu List	
	PCL Config.Page	
	PS Font List	
	Hex Dump	
Maintenance⇒ P.111	Image Density	
	Registration	Prt. Test Sheet
		Adjustment
	HDD Format	
	Menu Protect [*2]	
System⇒ P.115	MisfeedRecovery	
	Prt. Err Report	
	Auto Continue	
	Memory Overflow	
	Duplex	
	Output Tray	
	Job Separation	
	Energy Saver	
	Memory Usage	
	Unit Of Measure	

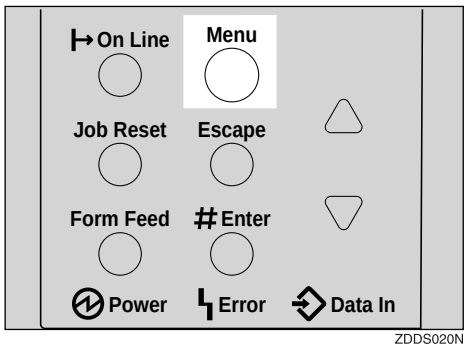
Category	Function menu	
System⇒ P.115	Edge Smoothing	
	Resolution	PCL
		PS
	Toner Saving	
Host Interface⇒ P.120	I/O Buffer	
	I/O Timeout	
	Network Setup	IP Address
		Subnet Mask
		Gateway Address
		Access Control
		Access Mask
		Network Boot
		Frame Type (NW)
		Active Protocol
		Ethernet
PCL Menu⇒ P.124	Orientation	
	Form Lines	
	Font Source	
	Font Number	
	Point Size	
	Font Pitch	
	Symbol Set	
Language⇒ P.128		

*1 The “Sample Print” menu and the “Locked Print” menu appear only when the optional Hard Disk Drive is installed.

*2 While the printer is **On Line**, press **【Enter #】**, and then press **【Escape】**, finally press **【Menu】**. You can access the “Menu Protect” on the panel display.

Accessing the Main Menu

Press 【**Menu**】, and "Menu" appears on the panel display.



ZDDS020N

This menu shows the following nine items which can be displayed one by one pressing 【▲】 or 【▼】.

- Sample Print
- Locked Print
- Paper Input
- List/Test Print
- Maintenance
- System
- Host Interface
- PCL Menu
- Language

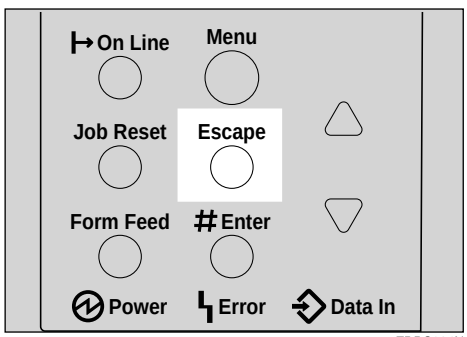
Note

❒ If the optional Hard Disk Drive is not installed, the "Sample Print" menu and the "Locked print" menu cannot be displayed on the operation panel.

❒ 【▼】: Press to go to the next page.

❒ 【▲】: Press to go back to the previous page.

❒ After making the printer settings, be sure to return to the previous menu by pressing 【**Escape**】.



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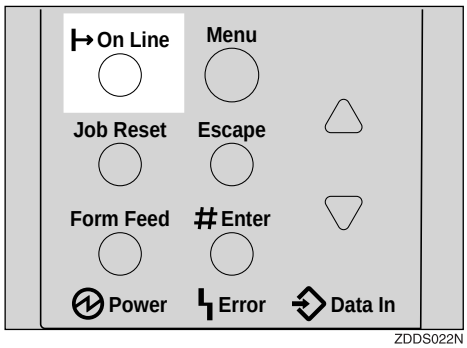
❒ After making the printer settings, press【**Online**】to return to the "Ready" condition.



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❒ The revised settings are not canceled even if the power switch is turned off.

Paper Input Menu

There are five menu items in the "Paper Input" menu.

- Bypass size
- Tray Paper Size
- Paper type
- Tray Locking
- Tray Priority

Reference

For more information about loading paper in the tray, see P.38 *"Loading Paper and Other Media"*.

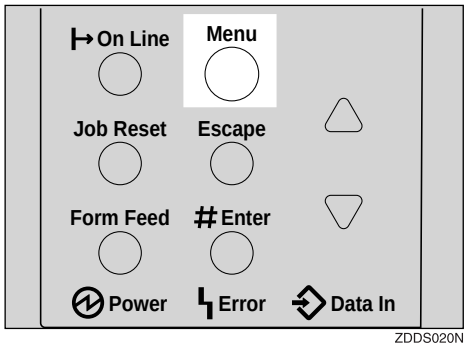
Paper Input Parameters

Menu	Description
Bypass Size	The paper size for the bypass tray. For more information about paper sizes that can be set in the bypass tray, see P.25 *"Paper and Other Media Supported by This Printer"*.
Tray Paper Size	The paper size for the optional Envelope Feeder. Use to specify sizes not indicated on the paper size dial of Tray 1, Tray 2, Tray 3. When you select the sizes that are not indicated on the paper size dial of Tray 1, Tray 2 or Tray 3, you should set the dial to "✱" and then select the paper size here. ❖ **Tray 1** For more information about paper sizes that can be set in the Tray 1, see P.25 *"Paper and Other Media Supported by This Printer"*. ❖ **Tray 2** For more information about paper sizes that can be set in the Tray 2, see P.25 *"Paper and Other Media Supported by This Printer"*. ❖ **Tray 3** For more information about paper sizes that can be set in the Tray 3, see P.25 *"Paper and Other Media Supported by This Printer"*. **Note** ❒ Only the installed trays appear on the panel display.

Menu	Description
Paper type	If you use different kinds of paper, you set the paper type for Tray 1, Tray 2, Tray 3 or Bypass Tray. ❖ **Tray 1, Tray 2, Tray 3** Plain Paper, Recycled Paper, Special Paper, Color Paper, Letterhead, Preprinted, Prepunched, Bond paper, Cardstock ❖ **Bypass Tray** Plain Paper, Recycled Paper, Special Paper, Color Paper, Letterhead, Preprinted, Prepunched, Bond paper, Cardstock, Transparency, Thick Paper **Note** ❒ Default : Plain Paper ❒ Only the installed trays appear on the panel display.
Tray Locking	If you use different kinds of paper, you can lock a tray to prevent printing on wrong paper such as letterhead or colored paper. When "Auto Select" is selected in the Paper Source selections from the printer driver, the locked tray will not be used. Tray 1, Tray 2, Tray 3, Bypass Tray **Note** ❒ Default : Tray 1 ❒ Only the installed trays appear on the panel display. ❒ You cannot lock multiple trays. ❒ If you want to use the locked tray, you must select the tray from the printer driver. ❒ When a locked tray is selected from the printer driver, the printer does not search for another tray.
Tray Priority	You can set which tray should be checked first when "Auto tray Select" is selected in the Paper Source selections from the printer driver. When printing from DOS, the tray selected here is used when no tray is selected for a print job. Tray 1, Tray 2, Tray 3, Bypass Tray **Note** ❒ Default : Tray 1 ❒ Only the installed trays appear on the panel display. ❒ It is recommended that you load paper of the size and direction you most frequently use in the tray selected with "Tray Priority".

Changing the Paper Input Menu

1 **Press [Menu].**



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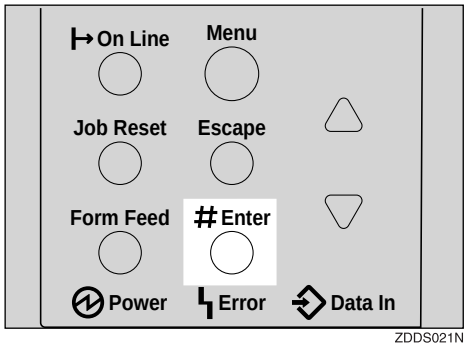
"Menu" appears on the panel display.

2 **Press [▲] or [▼] to display the "Paper Input" menu.**

```
Menu:
 Paper Input
```

3 **Press [Enter #].**



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4 **Press [▲] or [▼] to display "Tray Priority".**

```
Paper Input:
 Tray Priority
```

5 **Press [Enter #].**

The following message appears on the panel display.

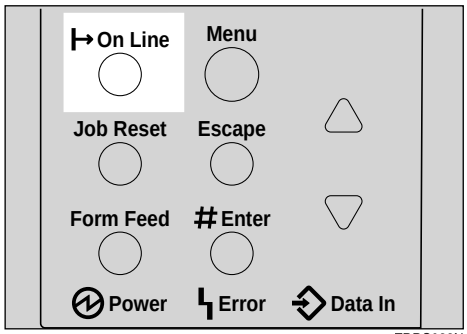
```
Tray Priority:
 *Tray 1
```

F Press [▲] or [▼] to select the tray type you want to use.

G Press [Enter #]. Wait for two seconds.

"Menu" appears on the panel display.

H Press [Online].



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"Ready" message appears on the panel display.

List/Test Print Menu

There are five menu items in the "List/Test Print" menu.

- Config. Page
- Menu List
- PCL Config.Page
- PS Font List
- Hex Dump

List/Test Print Parameters

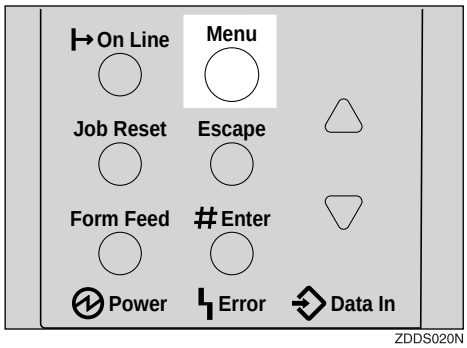
Menu	Description
Config. Page	You can print the current configuration of the printer. See P.107 *"Printing a Configuration Page"*.
Menu List	You can print the Menu List which shows the function menus of this printer.
PCL Config.Page	You can print the current configuration of the PCL.
PS Font List	You can print a list of the installed PS Fonts.
Hex Dump	You can print the Hex Dump.

Printing a Configuration Page

Reference

For more information, see P.109 *"Interpreting the Configuration Page"*.

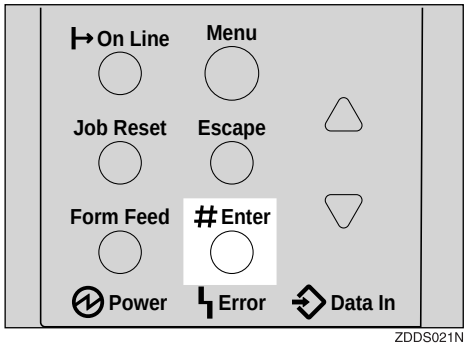
1 Press [Menu].



"Menu" appears on the panel display.

2 Press [▼] or [▲] to display "List/Test Print" menu.

3 **Press [Enter #].**



The following message appears on the panel display.

```
List/Test Print:
 Confi&. Pa&e
```

4 **Press [Enter #].**

The following message appears on the panel display.

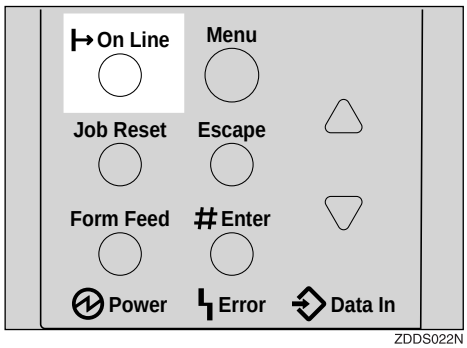
```
Printin&...
```

In a short time, the printing a configuration page will start.

Important

❒ If you cannot complete printing a configuration page correctly, make sure an error message appears on the panel display. For more information about error messages, see P.59 *"Error & Status Messages on the Operation Panel"*.

5 **Press [Online].**



"Ready" message appears on the panel display.

```
Ready
```

Interpreting the Configuration Page

System Reference

❖ **Printer ID**
Shows the serial number assigned to the board by its manufacturer.

❖ **Firmware Version**
Shows the version number of the printer firmware.

❖ **Engine version**
Shows the version number of the printer engine.

❖ **Pages Printed**
Shows the total number of pages printed by the printer to date.

❖ **NCS Version**
This item appears when the optional Network Interface Board is installed.

❖ **Total Memory**
Shows the total amount of memory (SDRAM) installed on the printer.

❖ **Printer Language**
Shows the version number of the printer driver language.

❖ **Printer Hard Disk Drive**
This item appears when the optional Hard Disk Drive is installed.

❖ **Options**
Show the optional trays that you installed.

Paper Input

Shows the settings made under the "Paper Input" menu.

Reference
For more information, see P.103 *"Paper Input Menu"*.

System

Shows the settings made under the "System" menu.

Reference
For more information, see P.115 *"System Menu"*.

PCL Menu

Shows the settings you made under the "PCL Menu".

Reference

For more information, see P.124 *"PCL Menu"*.

Host Interface

Shows the settings you made under the "Host Interface" menu.

When DHCP is active on the network, the actual IP Address, Subnet Mask and Gateway Address appear in parentheses on the configuration page.

Reference

For more information about "Host Interface" menu, see P.120 *"Host Interface Menu"*.

Error Log

Shows the log of printer errors.

Maintenance Menu

There are four menu items in the "Maintenance" menu.

- Image Density
- Registration
- HDD Format
- Menu Protect

Note

❒ This "HDD Format" appears only when the Hard Disk Drive is installed. For more information, see "*Installing the Hard Disk Drive Type 2600*" in the Setup Guide.

Maintenance Menu Parameters

Menu	Description
Image Density	You can select the print image density. -3 to 3 **Reference** For more information, see P.95 *"Adjusting the Image Density"*.
Registration	❖ **Prt. Test Sheet** You can print the registration test sheet. Tray 1, Tray 2, Tray 3, Bypass Tray **Note** ❒ Default : Tray 1 ❒ Only the installed trays appear on the panel display. ❖ **Adjustment** You can select the start position for printing on page. Horiz. Tray 1, Horiz. Tray 2, Horiz. Tray 3, Horiz. Bypass, Horiz. :Dup.-Back, Vert. All Trays, Vert. Dup.-Back -4 to 4 **Note** ❒ Default : Horiz.: Tray 1 ❒ The registration value are not default. ❒ Only the installed trays appear on the panel display. **Reference** For more information, see P.96 *"Adjusting the "Registration" of the Trays"*.

Menu	Description
HDD Format	After installing the Hard Disk Drive, format it. **Reference** For more information about formatting the Hard Disk Drive, see *"Installing the Hard Disk Drive Type 2600"* in the Setup Guide.
Menu Protect	This procedure lets you protect menu settings against accidental changes. It makes it impossible to change the menu settings you make with the normal procedure unless you perform the required key operation. In a network environment, protecting settings restricts changes to menu settings to network administrators. • Level 1 • Level 2 • Off **Note** ❒ While the printer is Online, press **【Enter #】**, and then press **【Escape】**, finally press **【Menu】**. You can access the "Menu Protect" menu on the panel display.

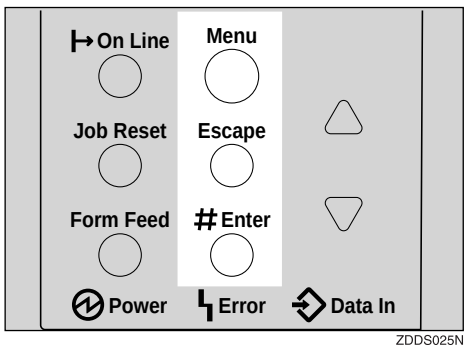
6

Changing the Maintenance Menu

Protecting the menus

1 Check if the On Line indicator is on. If not, press 【Online】 to enter the "Ready" condition.

2 Press 【Enter #】, then 【Escape】, and then 【Menu】.



"Menu" appears on the panel display.

3 Press 【▲】 or 【▼】 to display the "Maintenance" menu, and then press 【Enter #】.

The following message appears on the panel display.

```
Maintenance:
  Image Density
```

4 **Press [▲] or [▼] to display "Menu Protect".**

```
Maintenance:
 Menu Protect
```

5 **Press [Enter #].**

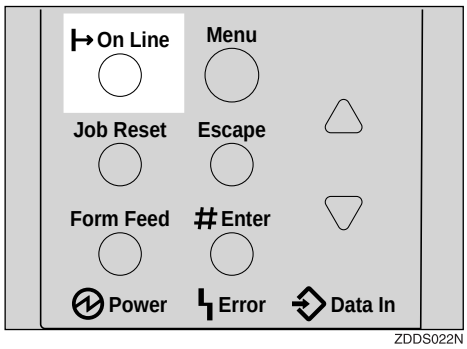
The following message appears on the panel display.

```
Menu Protect:
*Off
```

6 **Press [▲] or [▼] to select the levels desired, and then press [Enter #]. Wait for two seconds.**

"Menu" appears on the panel display.

7 **Press [Online].**



"Ready" message appears on the panel display.

```
Ready
```

Removing Protect

1. **Check if the On Line indicator is on. If not, press [Online] to enter the "Ready" condition.**
2. **Press [Enter #], then [Escape], and then [Menu].**
   "Menu" appears on the panel display.
3. **Press [▲] or [▼] to display "Maintenance" menu, and then press [Enter #].**
   The following message appears on the panel display.

```
Maintenance:
  Image Density
```

4. **Press [▲] or [▼] to display the "Menu Protect", and then press [Enter #].**
5. **Press [▲] or [▼] to display "Off", and then press [Enter #]. Wait for two seconds.**
   "Menu" appears on the panel display.
6. **Press [Online].**
   "Ready" message appears on the panel display.

System Menu

There are 13 menu items in the “System” menu.

- MisfeedRecovery
- Prt. Err Report
- Auto Continue
- Memory Overflow
- Duplex
- Output Tray
- Job Separation
- Energy Saver
- Memory Usage
- Unit Of Measure
- Edge Smoothing
- Resolution
- Toner Saving

System Parameters

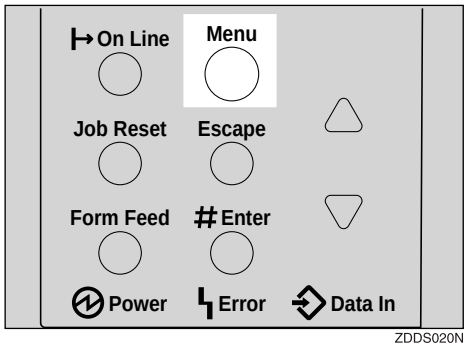
Menu	Description
MisfeedRecovery	You can select whether Misfeed Recovery is enabled. When it is on, printing restarts after the misfed paper has been cleared. • On • Off **Note** ❒ Default: On
Prt. Err Report	You can select whether or not to have a error report printed when a printer error or memory error occurs. • On • Off **Note** ❒ Default: Off
Auto Continue	You can set whether Auto Continue is enabled. When it is on, printing continues after a system error occurs. • On • Off **Note** ❒ Default: Off ❒ When it is on, and certain types of error occur, the current job might be canceled, and the machine automatically resumes the next job.

Memory Overflow	You can select whether the memory overflow error report should be printed. • Not Print • Error Report **Note** ❒ Default: Not Print
Duplex	You can select whether you want to print on both sides of each page. • Off • Short Edge Bind • Long Edge Bind **Note** ❒ Default: Off ❒ This menu appears only when the optional Duplex Unit is installed.
Output Tray	You can select the default output tray. When you select "Auto Tray Sw.", the printer automatically changes to another output tray if the output tray become full. This function is available only when the Mailbox or the 1-bin Shift Sort Tray is installed. Standard Tray, Mailbox Tray 1, Mailbox Tray 2, Mailbox Tray 3, Mailbox Tray 4, Upper Tray, Auto Tray Sw. **Note** ❒ Default: Standard Tray ❒ Only the installed trays appear on the panel display.
Job Separation	You can enable Job Separation. • On • Off **Note** ❒ Default: Off ❒ This menu appears only when the optional 1-bin Shift Sort Tray is installed.
Energy Saver	You can set how many minutes the printer wait before switching to Energy Saver mode. Energy Saver mode reduces electric power consumption. 5 minutes, 15 minutes, 30 minutes, 45 minutes, 60 minutes, Off(----) **Note** ❒ Default: 30 minutes ❒ If there is an error in the printer, the printer will not turn into Energy Saver mode. ❒ When the printer switches to Energy Saver mode, the **Power** indicator turns off, while the **Online** indicator stays on.

Memory Usage	You can select the volume of memory to be used from "Font Priority" or "Frame Priority", according to the paper size, resolution or printer language. • Font Priority This setting uses memory for registering fonts. • Frame Priority This setting uses frame memory for high speed printing. **Note** ❒ Default: Frame Priority **Reference** For more information, see P.139 *"Memory Capacity and Paper Size"*.
Unit Of Measure	You can select "mm" or "inch" for the custom paper size.
Edge Smoothing	You can set whether Edge Smoothing is enabled. • On • Off **Note** ❒ Default: On ❒ If "Toner Saving" is "On", "Edge Smoothing" is ignored even if it is "On". ❒ "Edge Smoothing" is not effective when 1200 dpi resolution is selected.
Resolution	You can set the print resolution in dots per inch. ❖ **PCL** 300 dpi, 600 dpi ❖ **PS** 300 dpi, 600 dpi, 1200 dpi **Note** ❒ Default: 600 dpi
Toner Saving	You can select whether or not Toner Saving is enabled. • On • Off **Note** ❒ Default: Off ❒ If "Toner Saving" is "On", "Edge Smoothing" is ignored even if it is "On".

Changing the System Menu

1 **Press [Menu].**

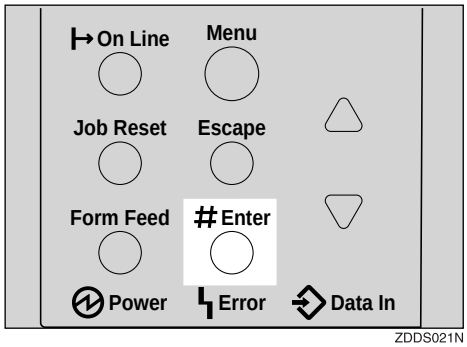


"Menu" appears on the panel display.

2 **Press [▲] or [▼] to display the "System" menu.**

```
Menu:
 System
```


3 **Press [Enter #].**



The following message appears on the panel display.

```
System:
 MisfeedRecovery
```

4 **Press [▲] or [▼] to display "Energy Saver".**

```
System:
 Energy Saver
```

5 **Press [Enter #].**

The following message appears on the panel display.

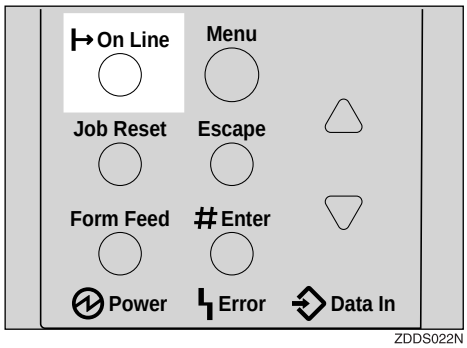
```
Energy Saver:
 *30 minutes
```

6 **Press [▲] or [▼] to select how many minutes the printer waits before switching to Energy Saver mode.**

7 **Press [Enter #]. Wait for two seconds.**

"Menu" appears on the panel display.

8 **Press [Online].**



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"Ready" message appears on the panel display.

```
Ready
```

Host Interface Menu

There are three menu items in the "Host Interface" menu.

- I/O Buffer
- I/O Timeout
- Network Setup

Note

❒ The "Network Setup" appears only when the optional Network Interface Board is installed. For more information about the "Network Setup", see "*Configuring the power for the Network with the Operation Panel*" in the "Setup Guide".

Host Interface Parameters

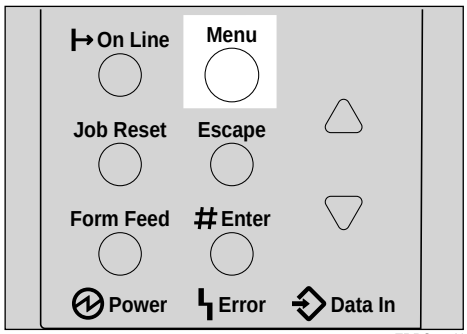
Menu	Description
I/O Buffer	You can set the size of the I/O Buffer. Normally it is not necessary to change this setting. 16 KB, 32 KB, 64 KB, 128 KB, 256 KB, 512 KB **Note** ❒ Default: 32 KB
I/O Timeout	You can set how many seconds the printer should wait before ending a print job. If data from other port often appears in the middle of the print job, you should increase the timeout value. 10 seconds, 15 seconds, 20 seconds, 25 seconds, 60 seconds **Note** ❒ Default: 15 seconds
Network Setup	❖ **IP Address** You can set the IP Address. **Note** ❒ Default: 011.022.033.044 **Reference** See *"Configuring the Printer for the Network with the Operation Panel"* in the Setup Guide. ❖ **Subnet Mask** You can set the Subnet Mask. **Note** ❒ Default: All zero **Reference** See *"Configuring the Printer for the Network with the Operation Panel"* in the Setup Guide.

Menu	Description
Network Setup	❖ **Gateway Address** You can set the Gateway Address. **Note** ❒ Default: All zero **Reference** See *"Configuring the Printer for the Network with the Operation Panel"* in the Setup Guide. ❖ **Access Control** You can set the Access Control Address. **Note** ❒ Default: All zero ❖ **Access Mask** You can set the Access Control Mask. **Note** ❒ Default: All zero ❖ **Network Boot** You can set how the Network Interface Board acquires TCP/IP settings. **Note** ❒ Default: None **Reference** See *"Configuring the Printer for the Network with the Operation Panel"* in the Setup Guide. ❖ **Frame Type (NW)** You can set the Frame Type for NetWare. **Note** ❒ Default: Auto ❖ **Active Protocol** You can set the active protocol. TCP/IP, NetWare, NetBEUI, AppleTalk **Note** ❒ Default: All Active

Menu	Description
Network Setup	❖ **Ethernet** You can select the speed of the network that the printer is connected to. Auto, 10 Mbps., 100 Mbps. **Note** ❒ Default: Auto **Reference** See *"Configuring the Printer for the Network with the Operation Panel"* in the Setup Guide.

Changing the Host Interface Menu

1 **Press [Menu].**

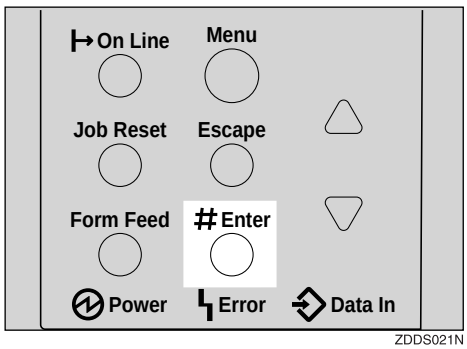


"Menu" appears on the panel display.

2 **Press [▲] or [▼] to display the "Host Interface" menu.**

```
Menu:
  Host Interface
```

3 **Press [Enter #].**



The following message appears on the panel display.

```
Host Interface:
  I/O Buffer
```

4 **Press [▲] or [▼] to display "I/O Timeout".**

```
Host Interface:
 I/O Timeout
```

5 **Press [Enter #].**

The following message appears on the panel display.

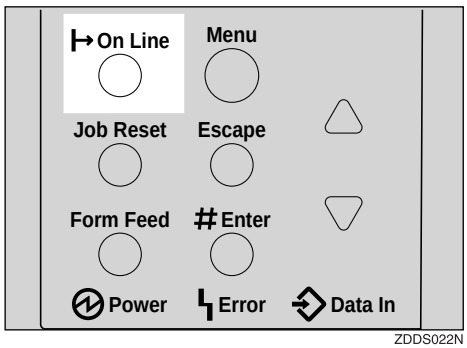
```
I/O Timeout:
 *15 seconds
```

6 **Press [▲] or [▼] to select how many minutes the printer waits before ending a print job.**

7 **Press [Enter #]. Wait for two seconds.**

"Menu" appears on the panel display.

8 **Press [Online].**



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"Ready" message appears on the panel display.

```
Ready
```

PCL Menu

There are seven menu items in the “PCL Menu” .

- Orientation
- Form Lines
- Font Source
- Font Number
- Point Size
- Font Pitch
- Symbol Set

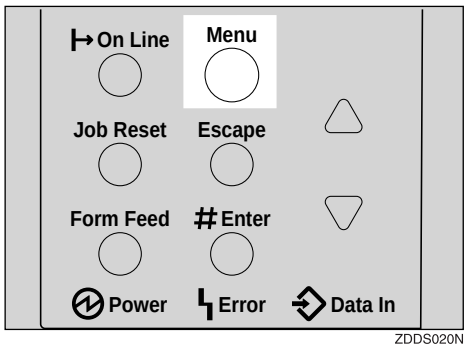
PCL Parameters

Menu	Description
Orientation	You can set the page orientation. • Portrait • Landscape **Note** ❒ Default: Portrait
Form Lines	You can set the number of lines per page. 5-128 **Note** ❒ Default: 64 (Metric version), 60 (Inch version)
Font Source	You can set the location of the default font. • Internal • Download **Note** ❒ Default: Internal ❒ When you select "Download", you can select only fonts downloaded to printer RAM.
Font Number	You can set the ID of the default font you want to use. • 0 to 44 (for Internal) • 1 to 44 (for Download source) **Note** ❒ Default: Internal ❒ Default: 0

Point Size	You can set the point size you want to use for the default font. 4 to 999.75 by 0.25 **Note** ❒ Default: 12.00 ❒ This setting is effective only for a variable-space font.
Font Pitch	You can set the number of characters per inch you want to use for the default font. 0.44 to 99.99 by 0.01 **Note** ❒ Default: 10.00 ❒ This setting is effective only for a fixed-space font.
Symbol Set	You can specify the set of print characters for the default font. The available options are as follows. Roman-8, ISO L1, ISO L2, ISO L5, PC-8, PC-8 D/N, PC-850, PC-852, PC8-TK, Win L1, Win L2, Win L5, Desktop, PS Text, VN Intl, VN US, MS Publ, Math-8, PS Math, VN Math, Pifont, Legal, ISO 4, ISO 6, ISO 11, ISO 15, ISO 17, ISO 21, ISO 60, ISO 69, Win 3.0 **Note** ❒ Default: Roman-8

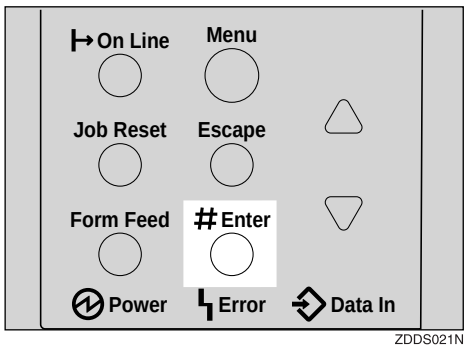
Changing the PCL Menu

1 **Press 【Menu】.**



"Menu" appears on the panel display.

2 **Press 【▲】 or 【▼】 to display "PCL Menu", and then press 【Enter #】.**



The following message appears on the panel display.

```
PCL Menu:
 Orientation
```

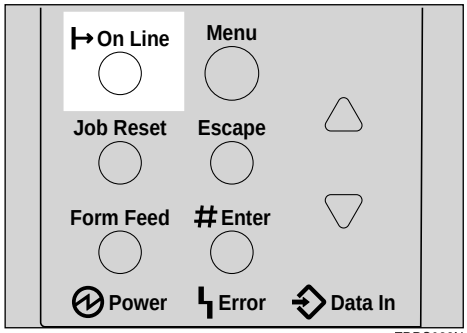
3 **Press 【Enter #】.**

```
Orientation:
 *Portrait
```

4 **Press 【▲】 or 【▼】 to select the orientation desired, and then press 【Enter #】. Wait for two seconds.**

"Menu" appears on the panel display.

5 Press【Online】.



"Ready" message appears on the panel display.

Language Menu

You can select the language you use. Available language as are follows.

English, French, German, Italian, Spanish, Dutch, Swedish, Norwegian, Danish, Finnish, Portuguese, Czech, Polish, Hungarian

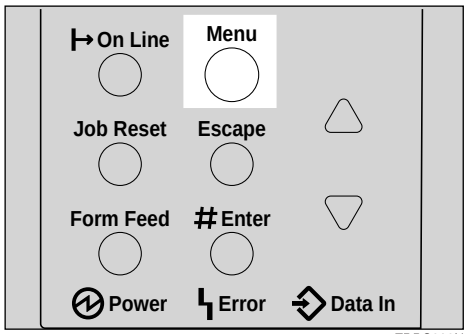
Note

❒ Default: English

Changing the Language Menu

You can change the language by the following procedures below.

1 Press [Menu].



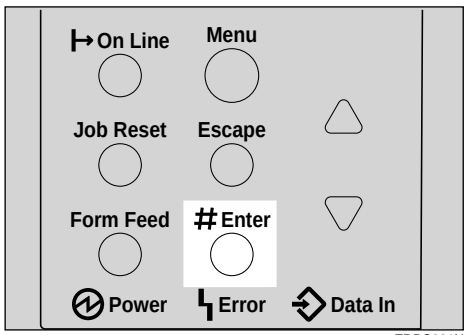
ZDDS020N

"Menu" appears on the panel display.

2 Press [▲] or [▼] to display "Language" menu.

```
Menu:
 Language
```

3 Press [Enter #].



ZDDS021N

The following message appears on the panel display.

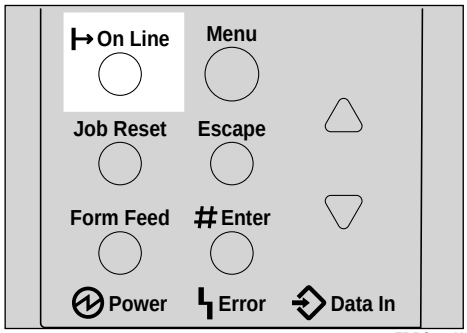
```
Language:
*English
```

4 Press [▲] or [▼] until the language you want to select appears on the panel display.

5 Press [Enter #]. Wait for two seconds.

"Menu" appears on the panel display.

6 Press [Online].



ZDDS022N

"Ready" message appears on the panel display.

Replacing Parts

The maintenance kit contains parts necessary for maintaining the printer. When "Replace Maintenance Kit" appears on the panel display, install the replacement parts included in the maintenance kit.

⚠ ***WARNING:***

- ***It is dangerous to handle the plug with wet hands. An electric shock might occur.***

⚠ ***CAUTION:***

- *The inside of the machine could be very hot. Do not touch the parts with a label indicating the "hot surface". Otherwise, it could cause a personal burn.*
- *When you pull the plug out of the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock.*
- *Be sure to turn off the printer and wait for about an hour before replacing parts. Not waiting for the printer to cool down can result in a burn.*

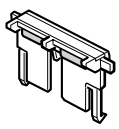
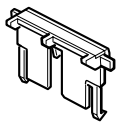
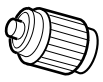
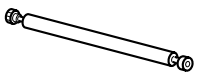
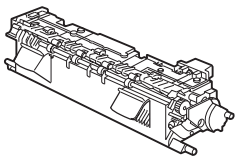
Note

❒ If you dispose of the used parts yourself, dispose of them according to local regulations.

MAINTENANCE KIT Type 2600

Checking the contents of the box

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

Description	Quantity		
Friction pad for the paper tray (Tray 1)	1 pc		⇒ P.133 *"Replacing the Friction Pad"*.
Friction pad for the Paper Feed Unit (Tray 2, 3)	2 pcs		
Paper feed roller for the paper tray (Tray 1)	1 pc		⇒ P.135 *"Replacing the Paper Feed Rollers"*.
Paper feed roller for the Paper Feed Unit (Tray 2, 3)	2 pcs		
Transfer roller	1 pc		⇒ P.136 *"Replacing the Transfer Roller"*.
Gloves	1 pair		
Fusing Unit	1 pc		⇒ P.1 *"This device may not cause harmful interference, and"*.

7

Preparing to replace the parts

You should the replace all the parts included in Maintenance Kit at the same time. Be sure to replace them in the following order:

1 Check the contents of the box for the following items:

- Friction pad for the paper tray (Tray 1)
- Friction pad for the Paper Feed Unit (Tray 2, 3)
- Paper feed roller for the paper tray (Tray 1)
- Paper feed roller for the Paper Feed Unit (Tray 2, 3)
- Transfer roller
- Fusing Unit
- Gloves

2 Be sure to check the following points:

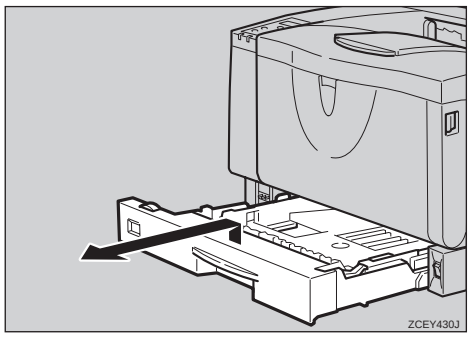
- The power switch is turned off.
- The power cord is unplugged from the wall outlet.
- The interface cable is unplugged from the printer.

Replacing the Friction Pad

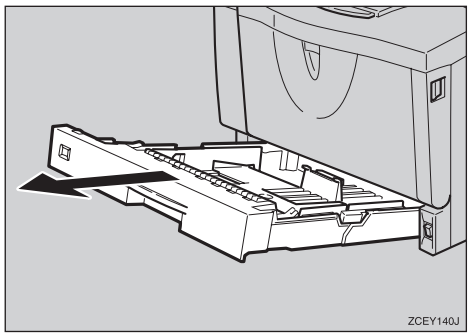
Replace all friction pad of the tray. There are two kinds of friction pads. One is for the paper tray (Tray 1), and the other are for the Paper Feed Unit(s) (Tray 2, 3). The following procedure shows how to replacing friction pad of the paper tray (Tray1).

1 If the optional Duplex Unit, the Mailbox or the 1–bin Shift Sort Tray are installed, uninstall them from the printer.

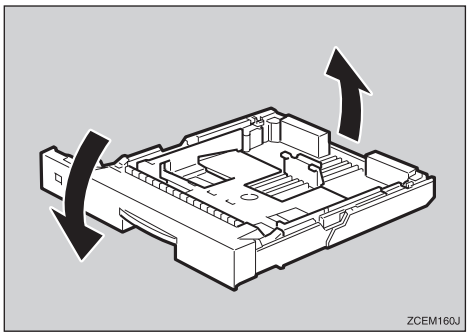
2 Lift the paper tray slightly then pull it out until it stops.



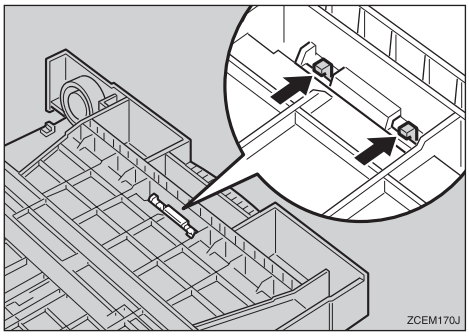
3 While lifting the front side of the tray, pull it out of the printer.



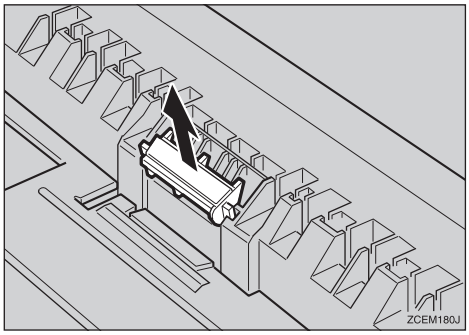
4 **Remove paper from the paper tray. Place the tray upside down on a flat surface.**



5 **Use a sharp-pointed item like a ball-point pen, to release the two catches that lock the friction pad.**

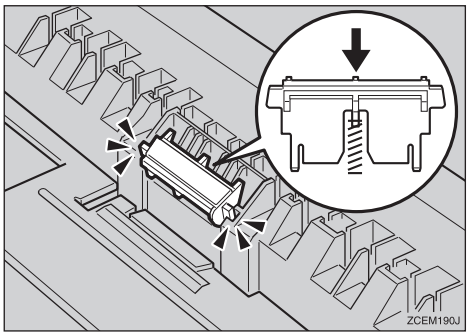


6 **Return the paper tray to its original position, and remove the friction pad from the tray.**



7 **Insert the new friction pad in the paper tray.**

Attach the center projection of the new friction pad to the spring and align the projection of both sides of the friction pad to the holes of the paper tray. Then push the friction pad as shown in the illustration until it clicks.



8 **Push the friction pad until it locks securely.**

9 **If your printer is equipped with the optional Paper Feed Unit(s), follow the same procedure when replacing the friction pad.**

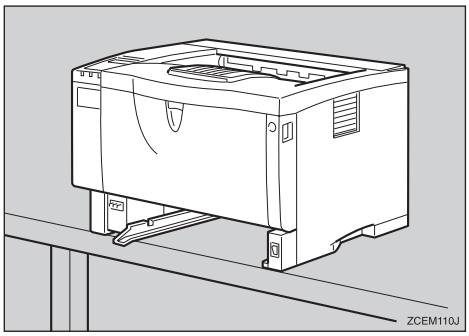
Replacing the Paper Feed Rollers

Replace all feed rollers including the printer and the optional Paper Feed Unit(s). The following procedure shows how to replacing the paper feed rollers of the printer.

⚠ ***CAUTION:***

- *When lifting the machine, use the inset grips on both sides. Otherwise the printer could break or cause injury if dropped.*

1 Move the printer to the edge of a sturdy and stable table or desk.



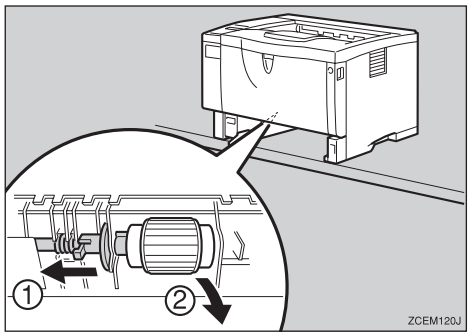
Important

❒ Do not put the printer on an unstable or tilted surface.

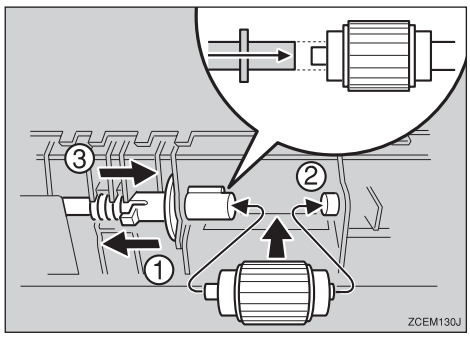
Note

❒ If the printer is equipped with the optional Paper Feed Unit, do not move the printer and the unit together, they are not securely attached.

2 Slide the green lock lever to the right (①), remove the paper feed roller (②).



3 While sliding the green lock lever to the right (①), set the new roller (②). After that, return the green lock lever to its original position (③).



Note

❒ Confirm that the green lock lever secures the roller correctly by checking if the new roller rotates smoothly.

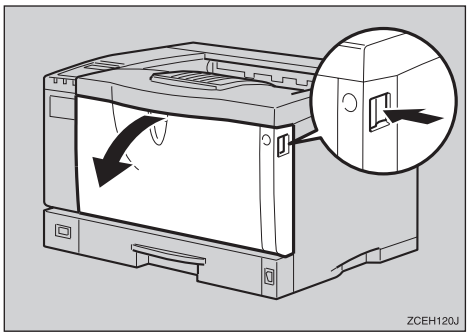
4 If the printer is equipped with the optional Paper Feed Unit(s), follow the same procedure when replacing the paper feed roller.

If you installed two Paper Feed Units, also replace both paper feed rollers.

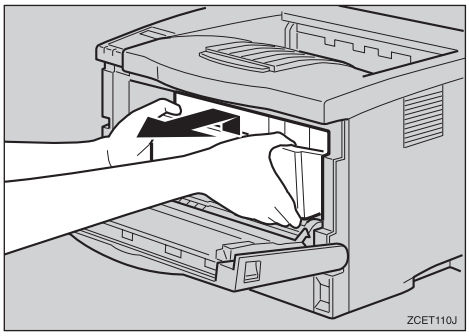
5 Leave the paper tray pulled out and go to P.136 *"Replacing the Transfer Roller"*.

Replacing the Transfer Roller

1 **Open the front cover by pushing the front cover release button.**

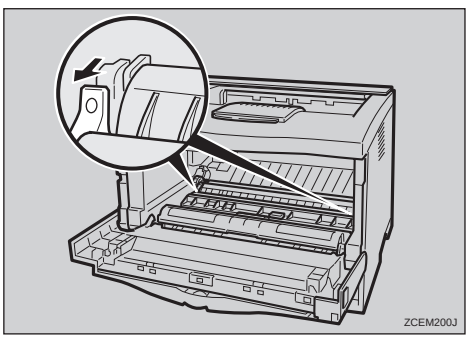


2 **Pull the toner cartridge out of the printer, while lifting the front side.**

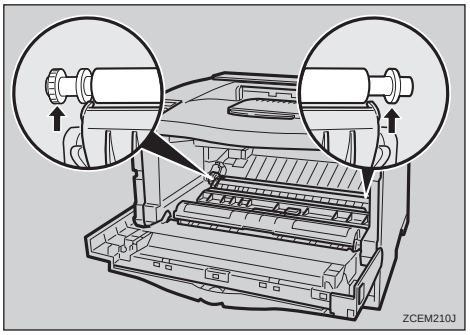


3 **To avoid making your hands dirty with toner from the transfer roller. Wear the gloves included in the maintenance kit.**

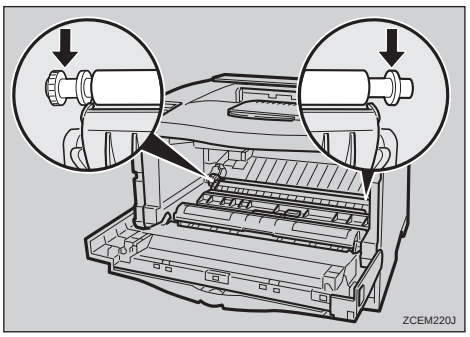
4 **Hold the lock levers ("●" parts), and pull them.**



5 **Hold the green parts of the roller on both sides, and remove the roller from the printer as shown in the illustration.**



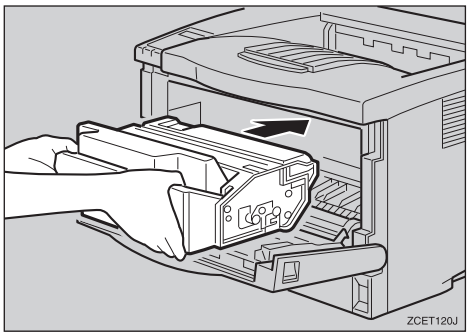
6 **When inserting the new transfer roller, the gear of the roller should be positioned on the left. Push down the green parts of both sides of the printer until it clicks as shown in the illustration.**



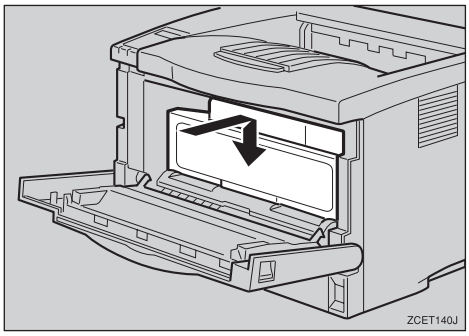
Note

❒ When the transfer roller is set, the transfer roller cover will return to its original position automatically.

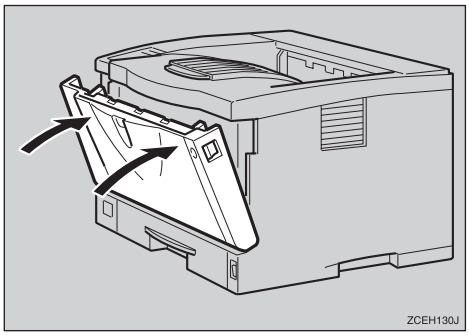
7 **Holding the grips of the toner cartridge, insert it into the printer until it stops.**



8 **Push down the toner cartridge to insert it in its appropriate position.**



9 **Close the front cover.**



10 **Take the gloves off and go to P.1 *"This device may not cause harmful interference, and"*.**

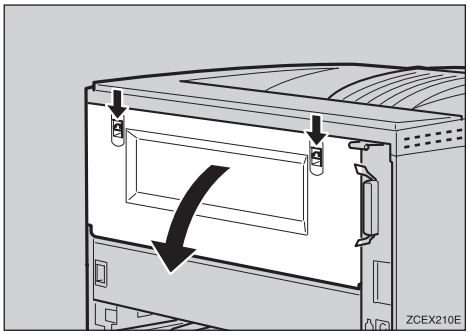
Replacing the Fusing Unit

⚠ ***CAUTION:***

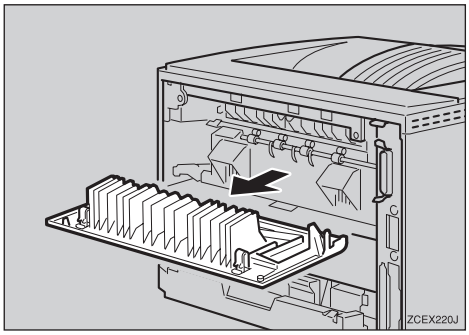
- *The fusing unit becomes very hot. When installing the new fusing unit, turn off the printer and wait about an hour. After that, install the new fusing unit. Not waiting for the unit to cool down can result in a burn.*

1 **If the rear cover is attached to the printer, remove it.**

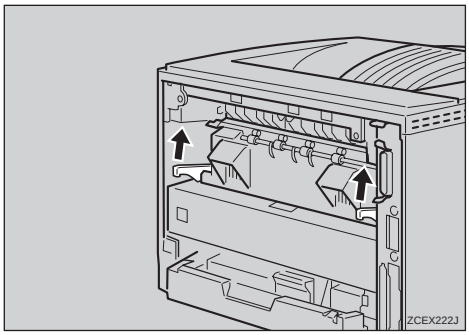
❶ **Open the rear cover by pushing the two knobs.**



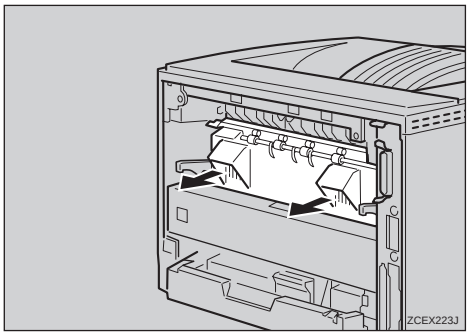
❷ **Remove the rear cover in a horizontal direction.**



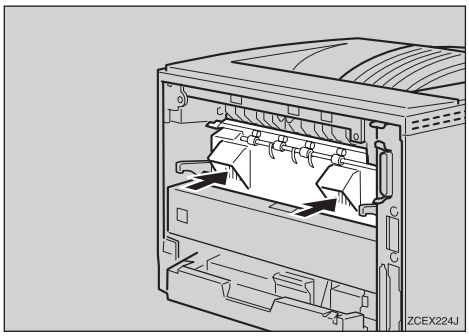
2 **Lift the lock levers of the fusing unit as shown in the illustration.**



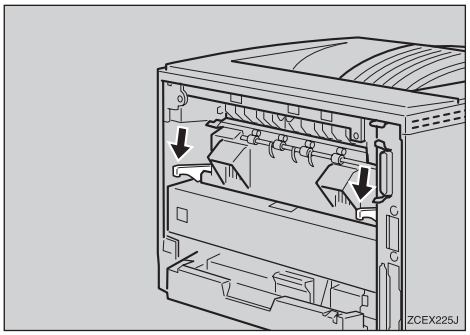
3 **Pull the fusing unit out.**



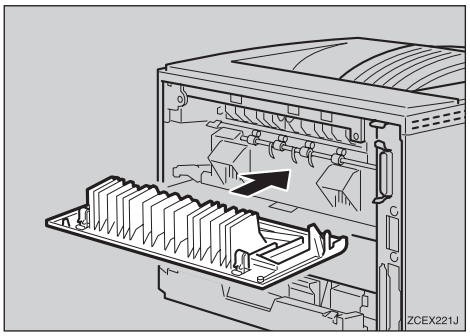
4 **Replace the new fusing unit into the printer.**



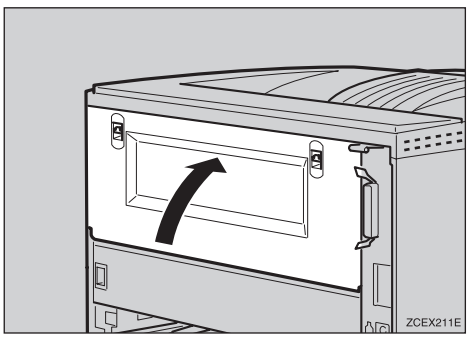
5 **Push the lock levers of the fusing unit down until it clicks.**



6 **Insert the rear cover to the inside grooves on both sides of the printer in a horizontal direction.**



7 **Close the rear cover.**



8 **Print a configuration page to confirm that the printer works properly.**

Reference

For more information about printing the configuration page, see "*List/Test Print Menu*" in the Printer Reference is provided as a PDF file on the CD-ROM labeled "Operating Instructions".

Memory Capacity and Paper Size

The following tables show the typical memory requirements of the RPCS printer language. Memory requirements depend on your print data and printing environment, such as the "Memory Priority" setting or total memory size that the printer has available. The print mode also effects whether the print job will equally completed.

Setting of the “Frame Priority”

Paper Size	Memory Capacity	Resolution (dpi)		
		400 x 400	600 x 600	1200 x 1200
B5	32MB	❍	❍	❍
	96MB	❍	❍	❍
A4 (210 × 297) Letter ($8^1/_2$"×11")	32MB	❍	❍	❍
	96MB	❍	❍	❍
B4	32MB	❍	❍	❍
	96MB	❍	❍	❍
A3 (11" × 17")	32MB	❍	❍	❍*
	96MB	❍	❍	❍
Custom Size (Max.) (127 x 1,260 mm)	32MB	●	●	--
	96MB	●	●	--

❍ means that the print job is supported by simplex and duplex printing.

❍* means it might be impossible to print images complex data with duplex printing. Even with simple date, the number of pages printed with duplex printing might be limited.

● means that the print job is supported by simplex printing.

-- means that the print job is not printed.

Setting of the "Font Priority"

Paper Size	Memory Capacity	Resolution (dpi)		
		400 x 400	600 x 600	1200 x 1200
B5	32MB	❍	❍	❍
	96MB	❍	❍	❍
A4 (210 × 297) Letter ($8^1/_2$"×11")	32MB	❍	❍	❍*
	96MB	❍	❍	❍
B4	32MB	❍	❍	❍*
	96MB	❍	❍	❍
A3 (11" × 17")	32MB	❍	❍	●*
	96MB	❍	❍	❍
Custom Size (Max.) (127 x 1,260 mm)	32MB	●	●	--
	96MB	●	●	--

❍ means that the print job is supported by simplex and duplex printing.

❍* means it might be impossible to print images complex data with duplex printing. Even with simple date, the number of pages printed with duplex printing might be limited.

● means that the print job is supported by simplex printing.

●* means it might be impossible to print images complex data with printing. Even with simple data, the number of pages printed with printing might be limited.

-- means that the print job is not printed.

Moving and Transporting the Printer

⚠ ***CAUTION:***

- *When lifting the machine, use the inset grips on both sides. Otherwise the printer could break or cause injury if dropped.*
- *When you move the printer, remember to unplug the power cord from the wall outlet to avoid a fire or an electric shock.*
- *When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock.*

Repack the printer in its original packing materials for transporting.

Important

❒ Be sure to disconnect all cables from the printer before transporting it.

❒ The printer is a precision piece of machinery. Take care to avoid damage during shipment.

Moving the Printer

⚠ ***CAUTION:***

- *The machine weight is about 18kg.*
- *When lifting the machine, use the inset grips on both sides. Otherwise the printer could break or cause injury if dropped.*
- *Before moving the machine, unplug the power cord from the outlet. If the cord is unplugged abruptly, it could become damaged. Damaged plugs or cords can cause an electrical or fire hazard.*

Moving the printer in the short distance

1 **Be sure to check the following points:**

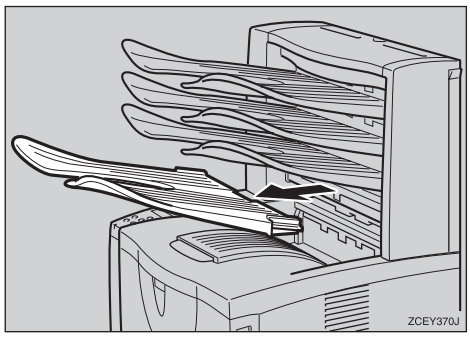
- The power switch is turned off.
- The power cord is unplugged from the wall outlet.
- The interface cable is unplugged from the printer.

2 **If you installed external options, remove them.**

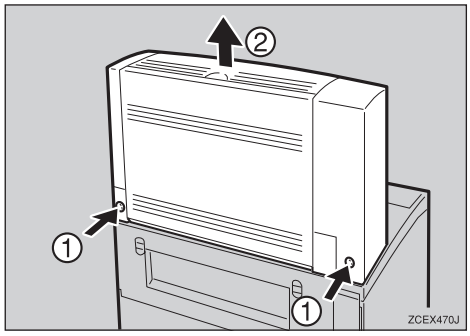
Removing the Mailbox or the 1-bin Shift Sort Tray

The following procedure shows how to remove the Mailbox as an example.

❶ **Pull all the upper trays out.**

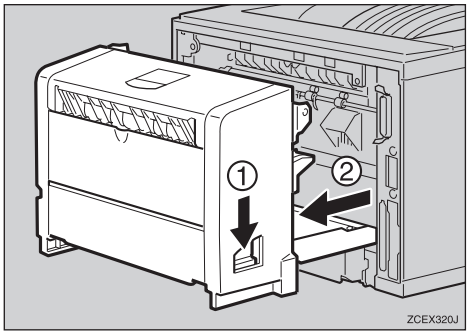


❷ **While pushing the lock buttons (①), pull the Mailbox out (②).**

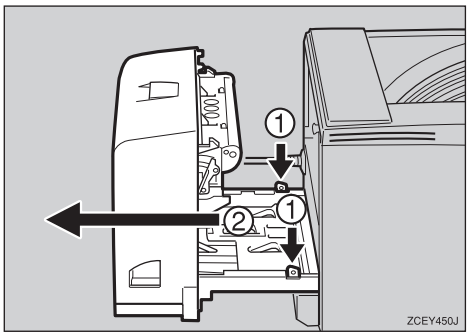


Removing the Duplex Unit

❶ **Push down the lever on right side of the Duplex Unit (①) and pull it out until it stops (②).**



❷ **Push the under board levers (①) and pull the Duplex Unit out of the printer (②).**

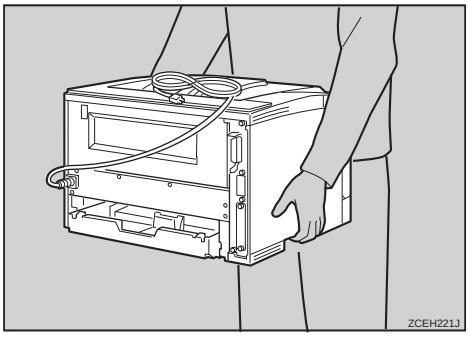


3 **Be sure to close the bypass tray and the front cover.**

4 **Lift the printer and move it to the place where you want to install it.**

⚠ ***CAUTION:***

- *When lifting the machine, use the inset grips on both sides. Otherwise the printer could break or cause injury if dropped.*



Important

❒ Be sure to move the printer horizontally. Moving the printer facing up on down may cause the toner to scatter.

❒ If the Paper Feed Unit(s) is installed, detach and move the printer separately. Never move the printer with the Paper Feed Unit(s) attached.

Specifications

Mainframe

❖ **Configuration:**
Desktop

❖ **Print Process:**
Laser beam scanning & Electrophotographic printing
Dual component toner development

❖ **Printing Speed:**
Maximum 26 pages per minute (A4⊐, $8^1/_2$" × 11"⊐)

❖ **Parallel Interface:**
Interface
Standard 36–pin printer cable and a parallel port on the host computer
IEEE 1284 I/F (Compatible, ECP, Nibble)
- Do not use a cable more than 2.5 meters (8.2 feet) long.

❖ **Resolution:**
1,200 × 1,200 dpi (PCL 6, RPCS, PS)
600 × 600 dpi (PCL 6, PCL 5e, RPCS, PS)

❖ **Printer Language:**
PCL 6 (XL) , PCL 5e, RPCS, Adobe PostScript 3

❖ **Fonts:**
PCL 6, PCL 5e
Agfa Font Manager 35 Intellifonts, 10 TrueType fonts, and 1 Bitmap font
Font Manager available, plus 31 additional fonts.
PostScript
136 fonts (Type 2:24, Type 14:112)

❖ **Paper size:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

❖ **Paper Weight:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

❖ **Power Source:**
See the inside front cover of this manual

❖ Power Consumption:

Maximum	870 W or less
Printing	610 W or less
Energy Saver	17 W or less

❖ Noise Emission [*1]:

Sound Power Level

	Mainframe only
During Printing	64 dB (A)
Stand-by	40 dB (A)

Sound Pressure level [*2]

	Mainframe only
During Printing	58 dB (A)

[*1] The preceding measurements made in accordance with ISO7779 are actual values.
[*2] Measured at the position of a bystander.

❖ Dimensions: [*1]

	Width	**Depth**	**Height**
Printer only (tray not extended)	468 mm (18.4")	410 mm (16.1")	305 mm (12.0")
Printer only (tray extended)	468 mm (18.4")	555 mm (21.9")	305 mm (12.0")
With one optional feed unit	468 mm (18.4")	500 mm (19.7")	435 mm (17.1")
With two optional feed units	468 mm (18.4")	500 mm (19.7")	565 mm (22.2")

[*1] Measurement conditions: With paper tray, bypass tray and output tray extension closed.

❖ Weight:

Approximately 18 kg (39.7 lb) (toner cartridge and power cord included)

❖ Warm-up Time:

Less than 19 seconds (23°C, 73F)

❖ Paper Capacity:

Standard paper tray	250 sheets [*1]
Bypass tray [*2]	100 sheets [*1]
Optional Paper Feed Unit × 2	500 sheets × 2 [*1]
Optional Envelope Feeder [*3]	60 envelopes [*4]

[*1] Paper weight: 60–105 g/m^2 (16–28lb)
[*2] You can load up to 10 envelopes (55 – 157 g/m^2, 14 – 42 lb) at the same time.
[*3] To use the Envelope Feeder Unit, the optional Paper Feed Unit is required. The paper tray of the feed unit can be replaced with the Envelope Feeder Unit.
[*4] For more information about envelopes, see P.34 *"Types of Paper and Other Media"*.

❖ Paper Output Capacity:

250 sheets (80 g/m^2, 20 lb)

❖ Memory:

Standard 32MB, up to 96MB (with the optional Memory Unit)

❖ Network (Type 1 printer require the optional Network Interface Board):

Topology: Ethernet (10BaseT/100BaseTX)
Protocol: TCP/IP, NetBEUI, IPX/SPX, AppleTalk

❖ Optional Equipment:

Common for Type 1 printer and Type 2 printer

- Paper Feed Unit Type 2600
- Envelope Feeder Type 2600
- 1-bin Shift Sort Tray Type 2600
- CS380 (Mailbox)
- AD410 (Duplex Unit)
- Memory Unit TypeB 64MB
- Hard Disk Drive Type 2600
- 1394 Interface Unit Type 2600

Unique for Type 1 printer

- Network Interface Board Type 2600

Options

Paper Feed Unit Type 2600

❖ **Dimensions (W×D×H):**
468 × 500 × 130 mm (18.4" × 19.7" × 5.1")
(without pins on the unit)

❖ **Paper Weight:**
60 – 105 g/m^2 (16 – 28 lb)

❖ **Paper Size:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

Envelope Feeder Type 2600

❖ **Dimensions (W×D×H):**
468 × 500 × 130 mm (18.4" × 19.7" × 5.1")

❖ **Paper Weight:**
72 – 90 g/m^2 (19 – 24 lb)

❖ **Paper Size:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

AD410 (Duplex Unit)

❖ **Dimensions (W×D×H):**
419 × 115 × 257 mm (16.5" × 4.5" × 10.1")

❖ **Paper Size:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

❖ **Paper Weight:**
64 – 105g/m^2 (17 – 28lb)

❖ **Weight:**
6kg (13.2lb)

1-bin Shift Sort Tray Type 2600

❖ **Dimensions (W × D × H):**
465 × 395 × 160mm (18.3" × 15.6" × 6.3")

❖ **Paper Size:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

❖ **Paper Weight:**
60 – 105g/m^2 (16 – 28lb)

❖ **Stack Capacity:**
250 sheets / bin (80g/m^2)

❖ **Weight:**
3.5kg (7.7lb)

CS380 (Mailbox)

❖ **Dimensions (W × D × H):**
465 × 395 × 285mm (18.3" × 15.6" × 11.2")

❖ **Paper Size:**
⇒ P.25 *"Paper and Other Media Supported by This Printer"*.

❖ **Paper Weight:**
60 – 105g/m^2 (16 – 28lb)

❖ **Stack Capacity:**
50 sheets / bin (80g/m^2)

❖ **Weight:**
5.5kg (12.1lb)

Hard Disk Drive Type 2600

❖ **Storage Capacity (Formatted):**
6 GB
You can install PostScript fonts with this optional Hard Disk Drive. With Macintosh, types of fonts supported are PostScript Type 1 and PostScript Type 2. To download them, use PS Utility for Mac.

Memory Unit TypeB 64MB

❖ **Module Type:**
SO-DIMM (Small Outline Dual-in-line Memory Module)

❖ **Memory Type:**
SDRAM (Synchronous Dynamic RAM)

❖ **Number of Pins**
144 pins

Network Interface Board Type 2600

❖ **Topology:**
Ethernet (10BaseT/100BaseTX)

❖ **Protocols:**
TCP/IP, NetBEUI, IPX/SPX, AppleTalk

❖ **Interface Connector:**
RJ45

❖ **Required Cable:**
STP (Shielded Twisted-Pair) cable
Category / Type5 or better

1394 Interface Unit Type 2600

❖ **Interface Connector:**
IEEE 1394 (6 pin × 2)

❖ **Required cable:**
1394 interafce cable (6 pin x 4 pin, 6 pin x 6 pin)

Important

❒ You cannot plug devices together so as to create loops.

❒ Do not use a cable more than 4.5 meters long.

❖ **Connectable number of device in a bus**
Maximum 63

❖ **Allowed cable hops in a bus**
Maximum 16

❖ **Power supply**
Non power supply

Important

- ❒ In Windows 2000, the 1394 Interface Unit can only be used with Service Pack 1 or later. If the Service Pack is not installed, the connectable number of device in a 1394 bus is only one, and the client cannot access the 1394 Interface Unit without using an account has the Administrators permission.
- ❒ The optional 1394 Interface Unit is not supported by Windows 95/98/Me. If the "plug and play" function starts, click **[Cancel]** in the **[New Hardware Found]** or **[Device Driver Wizard]** dialog box.
- ❒ Do not plug or unplug the 1394 interface cable while installing the printer driver.
- ❒ Do not turn off or on the device while installing the printer driver.
- ❒ When the 1394 Interface Unit is installed, uninstall the printer driver after the 1394 interface cable is unplugged.

Note

- ❒ The 1394 Interface Unit could not receive data from more than one PC at the same rime. In this case, an error message appears. The printer can accept data sent from other PCs, after the first print job has finished.
- ❒ The bidirectional transmissions are not supported by the 1394 Interface Unit.
- ❒ When the 1394 Interface Unit is installed successfully, the printer icon automatically changes from "Use Printer Offline" to "Ready", according to the 1394 interface cable plug.

Consumables

⚠ ***CAUTION:***

- *Our products are engineered to meet the highest standards of quality and functionality. When purchasing expendable supplies, we recommend using only those specified by an authorized dealer.*

❖ Toner Cartridge

	Printable number of pages per cartridge [*1] 1
RICOH LP TONER CARTRIDGE Type 100 BLACK	20,000 pages

[*1] A4, 5% test chart

Note

❒ The actual number of printed pages you get from a particular toner cartridge depends on the type and size of paper you are using, the contents of your print images, and printing environment conditions. All this means that a toner cartridge might require replacement sooner than the normal life described above.

❒ The number of printable pages that can be expected from the starter toner cartridge included in the printer is about 6,000 pages (A4, 5% chart).

❖ Maintenance Kit

MAINTENANCE KIT Type 2600
It is required to change the maintenance kit after every 90,000 pages have been printed. However, it may be necessary to change the parts earlier depending on their operating period.

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Note to users in the United States of America

Notice:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one more of the following measures:

Reorient or relocate the receiving antenna.

Increase the separation between the equipment and receiver.

Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

Warning

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Caution (in case of 100BaseTX environment):

Properly shielded and grounded cables (STP) and connectors must be used for connections to host computer (and/or peripheral) in order to meet FCC emission limits.

Declaration of Conformity

Product Name: Laser Printer

Model Number: RICOH LASER AP2600

Responsible party: Ricoh Corporation

Address: 5 Dedrick Place, West Caldwell, NJ 07006

Telephone number: 973-882-2000

This device complies with part 15 of FCC Rules.

Operation is subject to the following two conditions:

1. This device may not cause harmful interference, and
2. this device must accept any interference received,

including interference that may cause undesired operation.

Properly shielded cables must be used for connections to host computer (and/or peripheral) in order to meet FCC emission limits.

Network interface cable with ferrite core must be used for RF interference suppression.

Note to users in Canada

Note:

This Class B digital apparatus complies with Canadian ICES-003.

Remarque concernant les utilisateurs au Canada

Avertissement:

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

In accordance with IEC 60417, this machine uses the following symbols for the main power switch:

I means POWER ON.

O means POWER OFF.

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Minato-ku, Tokyo 107-8544, Japan
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RICOH LASER AP2600/AP2600N Operating Instructions

RICOH CORPORATION
CALLING FOR SERVICE

For service in the United States, please call:

1-800-RICOH 38 (1-800-742-6438)

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