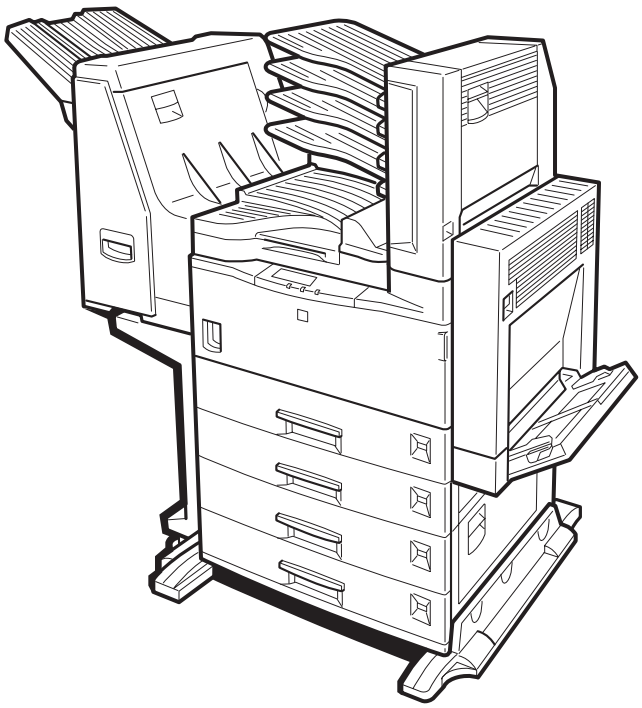
RICOH

Aficio
AP2700

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.

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Aficio AP2700 OPERATING INSTRUCTIONS

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Model number: G038–27
Printed in The Netherlands
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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.

Note

The names of the applications do not appear in 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

Software Versions Conventions Used this Manual

- NetWare3.x means NetWare 3.11, 3.12 and 3.2.
- NetWare4.x means NetWare 4.1, 4.11 and IntranetWare.

Power Source

220-240V, 50/60Hz, 4.5A or more

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

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.

The following label is attached on the back side of the machine.

Laser Safety:

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.

Caution:

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

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.

Do not attempt any maintenance or troubleshooting other than that mentioned in this manual. This machine 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 metric version.

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.

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

CE

Declaration of Conformity

"The Product complies with the requirements of the EMC Directive 89/336/EEC and the Low Voltage Directive 73/23/EEC."

Caution (in case of 100BaseTX environment):

1. Properly shielded and grounded cables (STP) and connectors must be used for connections to host computer (and/or peripheral) in order to meet EMC Directive 89/336/EEC emission limits.
2. STP with ferrite core must be used for RF interference suppression.

In accordance with IEC 60417, this machine uses the following symbols for the main power switch:

| means POWER ON.

O means POWER OFF.

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

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

For good copy quality, supplier recommends that you use genuine supplier's toner.

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.

CE

Declaration of Conformity

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Ethernet® is a registered trademark of Xerox Corporation.

Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights involved with 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® for Workgroups operating system Version 3.11
- Microsoft® Windows NT® Server network operating system Version 4.0
- Microsoft® Windows NT® Workstation operating system Version 4.0

Safety Information

When using your equipment, 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 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 exist:***
  - ***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 is flammable and might ignite when exposed to an open flame.***
- ***Disposal should take place at an authorized dealer or appropriate collection site.***
- ***If you dispose of the used toner containers yourself, dispose of them according to local regulations.***

⚠ *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.*
- *Do not eat or swallow toner.*
- *Keep toner (used or unused) and toner cartridge out of reach of children.*
- *For environmental reasons, do not dispose of the equipment or expended supplies at a household waste collection point. Disposal sould take place at an authorized dealer or an appropriate collection site.*
- *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.*
- *The inside of the machine becomes very hot. Do not touch the parts with a label indicating a “hot surface”. Touching a “hot surface” could result in a burn injury. (⚠: means "hot surface".)*

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.

❖ Low-power mode (Energy Saver mode)

This printer automatically lowers its power consumption 10 or 15 minutes after the last operation has been completed. To exit Low-power (Energy Saver) mode, press any key on the operation panel. To change the setting of the Energy Saver mode, see P.89 *"Using the Operation Panel"*.

❖ Specifications

Energy Saver mode 1	Power Consumption	40W or less
	Default Time	10 minutes
	Recovery Time	100 seconds or less
Energy Saver mode 2	Power Consumption	25W or less
	Default Time	15 minutes
	Recovery Time	100 seconds or less

Recycled Paper

Please contact your sales or service representative for recommended recycled paper types that may be used in this machine.

Manuals for this Printer

Manuals for this Printer

There are five manuals that come with this printer.

To enhance safe and efficient operation of your printer, all users should read and follow the instructions contained in the following manuals.

❖ **Setup Guide**
Describes the procedures for installing your printer.

❖ **Printer Reference**
Describes the procedures and provides necessary information on using your printer and its options. (This Manual)

❖ **PostScript 3 Operating Instructions Supplement**
Describes the menus and features you can set using the PostScript printer driver. The manual is provided as a PDF file which is included in the CD-ROM labeled “Printer Drivers and Utilities”.

❖ **Network Interface Board Operating Instructions**
Describes the procedures and provides necessary information on setting up and using your printer under the network environment. The manual is provided as a PDF file which is included in the CD-ROM labeled “Printer Drivers and Utilities”.

❖ **PortNavi Operating Instructions Supplement**
Describes the procedures for using PortNavi. The manual is provided as a PDF file which is included in the CD-ROM labeled “Printer 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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Printer Features

This printer is designed especially for office workgroups. It can be used in network environments and allows you to manage documents efficiently.

❖ High Productivity

As this printer comes with a 27 pages per minute (ppm) engine and offers a variety of paper handling options, handling documents will be more efficient. Proof print function*1 is one of the supporting features for making multiple original print which allows you to confirm that the document prints as expected before printing many.

*1 Optional Printer Hard Disk Type 185 is required.

❖ Versatile Paper Handling Options

This printer offers both versatile input and output paper handling options. Input capacity can be raised to 3,100 sheets with the optional paper bank (PS420) and the bypass tray (Type 270) to reduce the inconvenience of reloading paper. For an output device, with the optional mailbox (CS370), you can specify up to 5 places, including the standard output tray, to prevent from being mixed up with other person's documents. Also, collating*2 and stapling capability is available with the optional finisher (SR720).

*2 Optional Printer Feature Expander Type 185 (32MB or 64MB) or Printer Hard Disk Type 185 is required.

❖ Variety of Paper Media Support

Standard Tray 2 and optional Bypass Tray Type 270 support variety of paper media such as thick paper*3, transparency and some envelops*3.

*3 For more information on the supported paper and other media, see P.27 *"Paper and Other Media"*.

❖ Network Interface Board Standard*4

It comes standard with network-ready Ethernet capability supporting multiple protocols. This feature can be used in a variety of network environments.

*4 For more information on configuring for a network, see "Network Interface Board Operating Instructions" in the CD-ROM.

❖ PostScript 3 Standard

In addition to PCL 6 emulation, PostScript 3 is provided as a standard feature. This feature can be used in Macintosh environments as well. PDF files can be printed clearly and easily.

❖ Network Utility

PRINTER MANAGER*5, software consisting of Administration and Client versions, is provided. With this software, multiple print devices can be utilized effectively together on a network. This software offers several convenient functions such as parallel printing and recovery printing.

*5 For the name of the PRINTER MANAGER you use, see the "Operating Instructions" for the Network Interface Board which is included in the CD-ROM.

1

❖ Major Specifications

Continuous Printing Speed	27ppm (A4 long-edge feed or 8 1/2" × 11" long-edge feed, simplex) 22ppm (A4 long-edge feed or 8 1/2" × 11" long-edge feed, duplex)
Engine Resolution	600dpi / 300dpi resolution Enhanced resolution with edge smoothing
Printer Languages	PCL 5e, PCL 6 Adobe PostScript Level 3
Paper Input Capacity	500 sheets × 2 trays Max. 3,100 sheets with options
Paper Output Capacity	500 sheets Max. 1,750 sheets with options
Memory	16MB Max up to 80MB
HDD	1.6GB (option)
Interface	10BASE-T or 100BASE-TX × 1 IEEE1284 × 1
Options	PS400 (500-sheet paper feed unit) PS440 (1000-sheet paper feed unit) PS420 (2000-sheet paper feed unit) Interchange Unit Type 280 Bypass Tray Type 270 AD370 (duplex unit) CS370 (4-bin mailbox) Bridge Unit Type 270 SR720 (1000-sheet finisher) Printer Feature Expander Type 185 (32MB / 64MB) Printer Hard Disk Type 185

Printer Drivers for Your Printer

Printing requires installation of a printer driver for your operating system. The following drivers are included in the CD-ROM that comes with this printer.

Printer Language / Operating system	PCL 5e	PCL 6	PostScript 3
Windows 95 *1	√	√	√
Windows 98 *2	√	√	√
Windows 3.1x *3	√	√	√
Windows NT 4.0 *4	√	√	√ *6 *7
Macintosh *5			√ *7

*1 Microsoft Windows 95 operating system
*2 Microsoft Windows 98 operating system
*3 Microsoft Windows for Workgroups operating system Version 3.1/3.11
*4 Microsoft Windows NT Server network operating system Version 4.0, Microsoft Windows NT Workstation operating system Version 4.0 in a computer using a x86 processor.
*5 Requires system 7.1 or later operating system.
*6 Requires Service Pack 3 or later.
*7 The Adobe PostScript printer drivers and PostScript Printer Description (PPD) files are included in the CD-ROM.

❖ PCL Printer Drivers

Printer drivers allow the computer to communicate with the printer using a printer language. Two kinds of PCL printer drivers, PCL 6 and PCL 5e, are included in the CD-ROM. We recommend PCL 6 as your first choice. However, some of your applications might require installation of the PCL 5e printer driver. In this case, you might configure to install and print by using PCL 5e in addition to PCL 6.

Reference

For more information on installing the PCL 6/5e printer driver, see "Installing the Printer Driver and Software" in the "Setup Guide".

❖ Adobe PostScript Printer Drivers and PPD Files

The Adobe PostScript printer drivers and the PPD files are included in the CD-ROM that comes with this printer. The Adobe PostScript printer driver allows the computer to communicate with the printer using a printer language. The PPD files allow the printer driver to enable printer specific functions.

Reference

For more information on installing the PostScript printer driver, see the "Setup Guide".

Software and Utilities Included on the CD-ROM

❖ **Agfa Font Manager**

Helps you to install new fonts, or organize and manage fonts already installed on your system.

❖ **PRINTER MANAGER FOR ADMINISTRATOR**

A utility for the system administrator to manage printers on the network.

Reference

For the name of the PRINTER MANAGER FOR ADMINISTRATOR you use, see the “Operating Instruction” for the Network Interface Board which is on the CD-ROM.

See the PRINTER MANAGER FOR ADMINISTRATOR Online Help for details on using the PRINTER MANAGER FOR ADMINISTRATOR.

❖ **PRINTER MANAGER FOR CLIENT**

A utility for users to manage their own print status on the network.

Reference

For the name of the PRINTER MANAGER FOR CLIENT you use, see the “Operating Instruction” for the Network Interface Board which is included in the CD-ROM.

See the PRINTER MANAGER FOR CLIENT Online Help for details on using the PRINTER MANAGER FOR CLIENT.

❖ **Multidirect Print**

A utility for printing on a "Peer-to-Peer" network.

Reference

For more information on Multidirect Print, see the “Operating Instructions” for the Network Interface Board which is included in the CD-ROM.

❖ **PortNavi**

A utility that helps you to use network printers effectively. It is useful in environments where two or more network printers are used.

Reference

For more information on PortNavi, see “Supplement” for the Network Interface Board which is included in the CD-ROM.

❖ **Acrobat Reader**

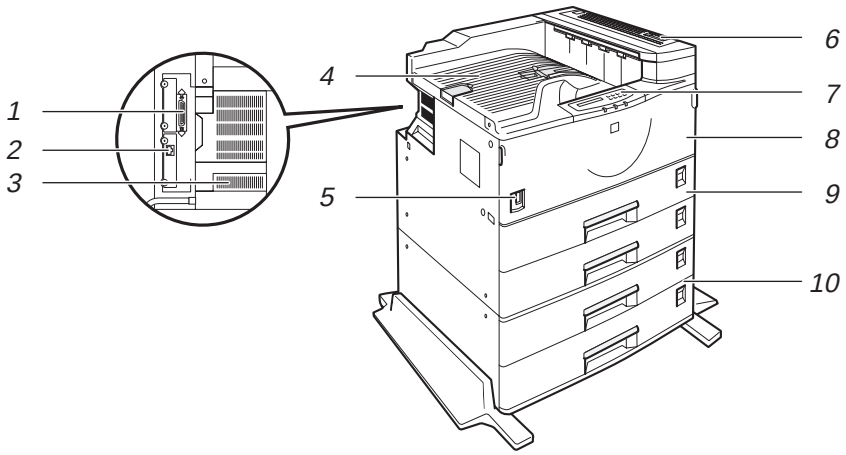
A utility that allows you to read PDF (Portable Document Format).

Note

❒ Documentation on using the printer included on the CD-ROM in PDF format.

Guide to the Printer

Exterior: Front View



1. Parallel Interface Port

Plug the parallel cable into this port.

2. Network Interface Port

Plug the network cable into this port.

3. Ventilator

These holes help to keep components inside the printer from overheating. Do not lean anything against the printer, and do not block the ventilator.

4. Output Tray

Printed output is stacked here with the print side face down.

5. Power Switch

Use this switch to turn the printer power on and off.

6. Upper Right Cover

Open the upper right cover to remove the misfed paper. Remove the upper right cover for installing the optional interchange unit.

7. Operation Panel

Contains keys for printing operation and a panel display that shows the printer status.

⇒ P.8 *"Operation Panel"*

8. Front Cover

Open this cover to replace consumables or to see the instruction for removing misfed paper.

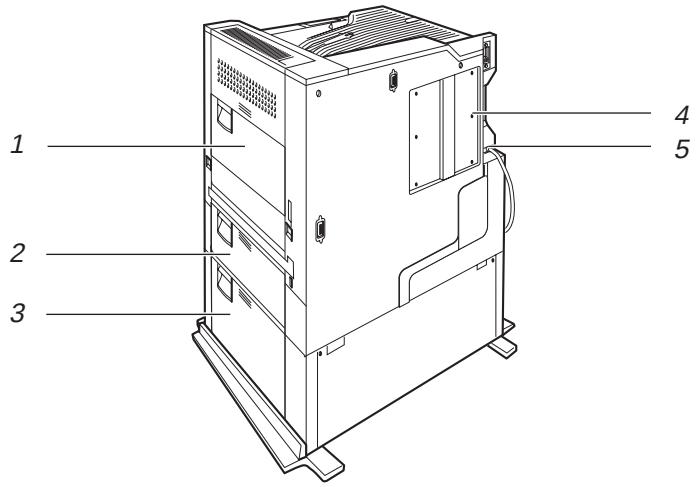
9. Paper Tray

Load up to 500 sheets of plain paper (80g / m^2, 20lb). The second tray from the top can load OHP transparencies or envelopes.

10. PS440 (Optional Paper Feed Unit)

Load up to 500 sheets of plain paper in its two trays. PS440 can hold up to 1000 sheets of plain paper (80g / m^2, 20lb). PS420 can hold up to 2000 sheets of plain paper (80g / m^2, 20lb).

Exterior: Rear View



ZAEH020E

1. Right Cover

Open this cover to replace the fusing unit or transfer roller, or to remove the misfed paper.

2. Lower Right Cover 1

Open this cover to remove the misfed paper.

3. Lower Right Cover 2

Open this cover to remove the misfed paper.

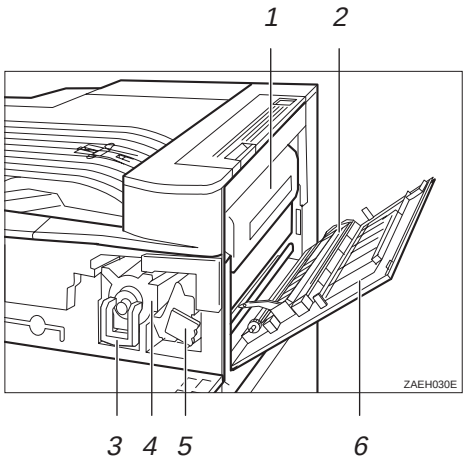
4. Printer Board Cover

Open this cover to install the Printer Feature Expander Type 185, the Printer Hard Disk Type 185 or both.

5. Power Cord

Plug this cord into a wall outlet.

Interior



1. Fusing Unit

When “Replace Maintenance Kit” appears on the panel display, replace this unit.

2. Transfer Unit

When “Replace Maintenance Kit” appears on the panel display, replace this unit.

3. Toner Lock Lever

Lift this lever when replacing the toner.

4. Toner Holder

Slide this out when replacing the toner.

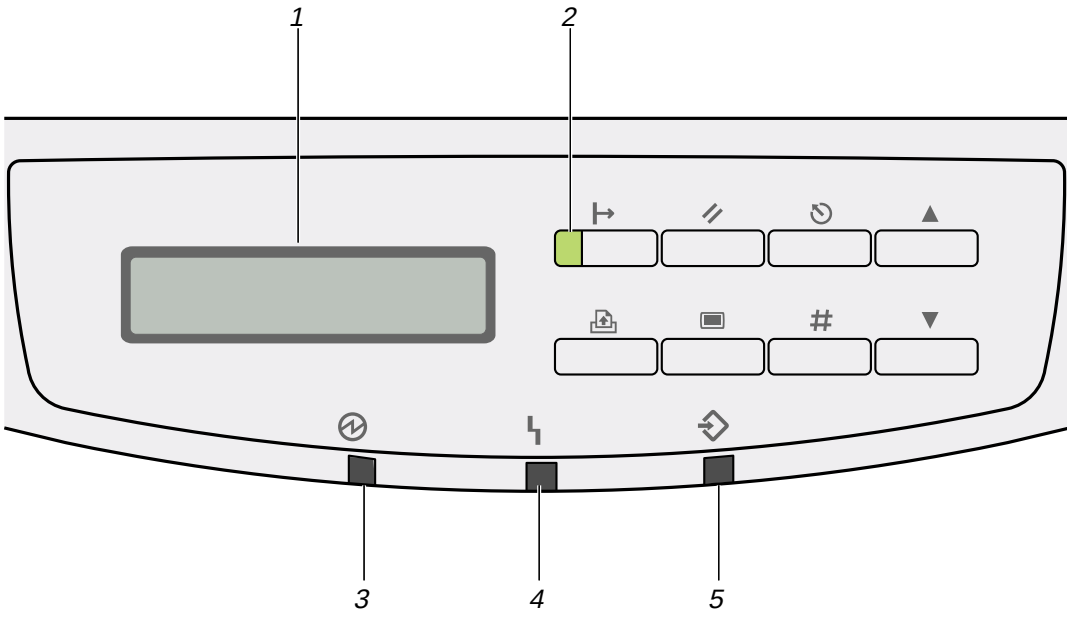
5. Photo Conductor Unit

When “Replace PCU” appears on the panel display, replace this unit.

6. Right Cover

Open this cover when accessing the inside of the printer.

Operation Panel



ZAES011E

1. Panel Display

Shows the current status of the printer and error messages. ⇒ P.51 *"Error & Status Messages on the Operation Panel"*

2. On Line Indicator

Tells you whether the printer is online or offline.

Stays on while the printer is online (a state in which the printer can receive data from the computer).

Stays off when the printer is offline (a state in which the printer can not receive data).

3. Power Indicator

Satys on while the printer power is on. Stays off when the power is turned off or while the printer is in the Energy Saver mode.

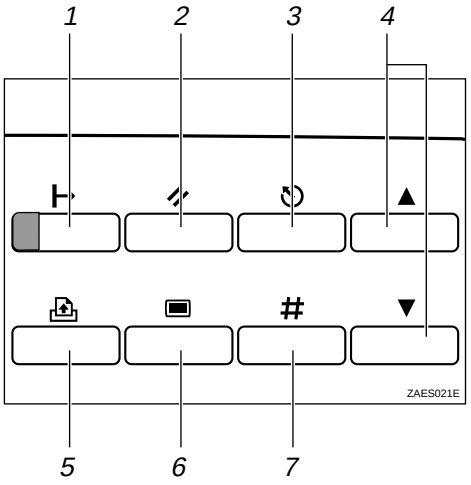
4. Error Indicator

Lights up whenever any printer error occurs. A message describing the cause of the error also appears on the panel display. ⇒ P.51 *"Error & Status Messages on the Operation Panel"*

5. Data In Indicator

Blinks while the printer is receiving data from a computer or there is data to be printed.

Keys



1. 【On Line】 key

Press this key to switch the printer online or offline. When the printer is online, the printer can receive data from the computer.

2. 【Job Reset】 key

When the printer is online, press this key to cancel any ongoing print jobs.

3. 【Escape】 key

Press this key to escape from the setup menu, and to return to the upper level without making any changes.

4. 【▲】【▼】 keys

Use these keys to scroll through the selected items and to adjust values on the panel display when making settings. To change the value more quickly, hold these keys down.

5. 【Form Feed】 key

If the printer is offline, press this key to print out all the data left in the printer's input buffer.

6. 【Menu】 key

Press this key to make and check the current printer settings and to switch the printer offline. To go back to the Ready mode, press this key again.

7. 【Enter】 key

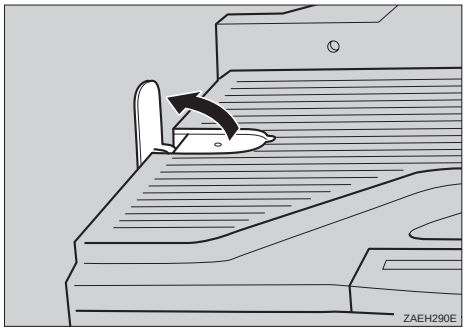
Press this key to choose menu selected on the panel display, or to go to a lower level.

Guides

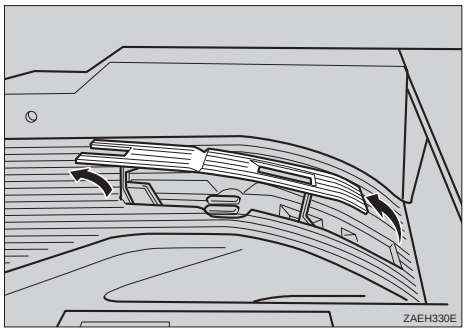
The guides of the output tray minimize curled printed output. Use these guides when you print on A3 short-edge feed, 11" × 17" short-edge feed size paper, or thin paper.

❖ **To print onto A3 short-edge feed or 11" × 17" short-edge feed size paper**

Raise the end fence.
The guide prevents pages from falling off of the output tray.



❖ **If either side of the page is curled, or if you print onto thin paper**



Raise the left end of the guide until it clicks into place.
The guide prevents printed pages from curling.

Note

❒ If you use the guides, output capacity is reduced.

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 your operating system.

Follow the appropriate procedure.

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

1. **Close all the applications that are currently running.**
2. **Click [Start] on the task bar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
3. **Click 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 the 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 under Full Control permission.

1. **Close all the applications that are currently running.**
2. **Click [Start] on the task bar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click 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 3.1x - Uninstalling the PCL 6/5e Printer Driver

1. **Close all applications that are currently running.**
2. **Insert the CD-ROM in the CD-ROM drive.**
3. **From [Program Manager], select [Run] from the [File] menu.**
4. **In the [Run] window, click [Browse].**
5. **Select the CD-ROM drive in the [Drives:] list.**
6. **Open [PCL5E] or [PCL6].**
7. **Open [WIN31].**
8. **Open the folder of the language you use.**
9. **Open [DISK1].**
10. **Double-click "UNSETUP.EXE".**
11. **Click [OK].**
12. **Click [OK].**
13. **Follow the instructions on the screen.**
14. **If you are asked if you want to restart Windows, select [Restart Windows Now].**
    If you are not asked, restart Windows after completing the uninstallation.

Uninstalling the PostScript Printer Driver

This section describes instructions for uninstalling the PostScript printer driver. The actual procedure may differ depending on your operating system.

Follow the appropriate one of the following procedures below.

Windows 95/98 - Uninstalling the PostScript Printer Driver

1. **Close all applications that are currently running.**
2. **Click [Start] on the task bar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
3. **Click 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 the 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 under Full Control permission.

1. **Close all applications that are currently running.**
2. **Click [Start] on the task bar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
3. **Click 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 3.1x - Uninstalling the PostScript Printer Driver

1. Open [Control Panel].
2. Double-click the [Printers] icon.
3. Select the printer you want to delete and click [Remove].
   A confirmation dialog box appears.
4. Click [Yes] to uninstall the printer driver.
5. Click [Close] to close the [Printers] dialog box.

Macintosh - Uninstalling the PostScript Printer Driver

1. Drag the "AdobePS" file inside the [Extensions] folder in [System Folder] to [Trash].
2. Drag the "Proof Print" file inside the [Printer Descriptions] folder in the [Extensions] folder in [System Folder] to [Trash].

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

PCL 6/5e - Accessing the Printer Properties

Windows 95/98 - Accessing the Printer Properties

There are two methods you can use to open the Printer Properties.

Making Printer Default Settings

To make the printer default settings, first open the Printer Properties from the **[Printers]** window.

1. **Click [Start] on the task bar, point to [Settings], and then click [Printers].**
   The **[Printers]** window appears.
2. **Click the icon of the printer whose default settings you want to change.**
3. **On the [File] menu, click [Properties].**
   The Printer Properties appears.
4. **Set desired settings and click [OK].**

Making Printer Settings From an Application

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

Note

- ❒ The actual procedures you should follow to open the Printer Properties may differ depending on the application. For details, see the documentation that comes with the application you are using.
- ❒ When you use some applications, the driver's initial default settings of the applications might be applied over the printer driver's setting.
- ❒ 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. **From the [Name:] list, select the printer you want to use, and then click [Properties].**
   The Printer Properties appears.

3 **Set desired settings and click [OK].**

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

Windows NT 4.0 - Accessing the Printer Properties

Making Printer Default Settings - Printer Properties

Limitation

❒ Changing the settings 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 under Full Control permission.

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

The **[Printers]** window appears.

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

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

The Printer Properties appears.

4 **Set desired settings and click [OK].**

Note

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

Making Printer Default Settings – Default Document Properties

Limitation

❒ Changing the settings 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 under Full Control permission.

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

The **[Printers]** window appears.

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

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

The Default Document Properties appears.

4 **Set desired settings 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 Document Properties 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 procedures you should follow to open the Document Properties may differ depending on the application. For details, 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. **From the [Name:] list, select the printer you want to use, and then click [Properties].**

   The Document Properties appears.

3. **Set desired settings and click [OK].**

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

Windows 3.1x - Accessing the Printer Setting Dialog Box

There are two methods you can use to open the Printer Setting dialog box.

Making Printer Default Settings

To make the printer default settings, open the Printer Setting dialog box from **[Control Panel]**.

1. **From [Program Manager], open the [Main] group.**
2. **Double-click [Control Panel].**
3. **Double-click the [Printers] icon.**
4. **In the [Installed Printers:] list, click the name of the printer you want to set up.**
5. **Click [Setup].**
6. **Set desired settings and click [OK].**
7. **Click [Close] to close the [Printers] dialog box.**

Making Printer Settings from an Application

To make the printer settings for a specific application, open the Printer Setting dialog box from that application. The following example describes how to make settings for the Write application that comes with Windows 3.1x.

Note

❒ The actual procedures you should follow to open the Printer Setting dialog box may differ depending on the application. For details, see the documentation that comes with the application you are using.

❒ When you use some applications, the driver's initial default settings of the applications might be applied over the printer driver's setting.

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

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

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

2 From the [Printer] group, select the printer you want to use.

Note

❒ If the printer you want to use is not specified as the default printer, click **[Specific Printer:]**, and then find the printer you want to use in the list box.

3 Click [Options].

The Printer Setting dialog box appears.

4 Set desired settings and click [OK].

5 Click [OK] to close the [Print Setup] dialog box.

6 Start your printing.

PostScript - Setting Up for Printing

Windows 95/98 - Accessing the Printer Properties

There are two methods you can use to open the Printer Properties.

Making Printer Default Settings

To make the printer default settings, first open the Printer Properties from the **[Printers]** window.

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

   The **[Printers]** window appears.

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

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

   The Printer Properties appears.

4. **Set desired settings and click [OK].**

Making Printer Settings from an Application

To make the printer settings for a specific application, open the Printer Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows 95.

Note

- ❒ The actual procedures you should follow to open the Printer Properties may differ depending on the application. For details, see the documentation that comes with the application you are using.
- ❒ When you use some applications, the driver's initial default settings of the applications might be applied over the printer driver's setting.
- ❒ 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. **From the [Name:] box, select the printer you want to use, and then click [Properties].**

   The Printer Properties appears.

3. **Set desired settings and click [OK].**

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

Windows NT 4.0 - Accessing the Printer Properties

Making Printer Default Settings - Printer Properties

Limitation

❒ Changing the settings 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 under Full Control permission.

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

The **[Printers]** window appears.

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

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

The Printer Properties appears.

4 Set desired settings and click [OK].

Note

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

Making Printer Default Settings - Default Document Properties

Limitation

❒ Changing the settings 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 under Full Control permission.

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

The **[Printers]** window appears.

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

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

The Default Document Properties appears.

4 Set desired settings 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 Document Properties 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 procedures you should follow to open the Document Properties may differ depending on the application. For details, 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. **From the [Name:] box, select the printer you want to use, and then click [Properties].**

   The Document Properties appears.

3. **Set desired settings and click [OK].**

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

Windows 3.1x - Accessing the Printer Setting Dialog Box

There are two methods you can use to open the Printer Setting dialog box.

Making Printer Default Settings

To make the printer default settings, open the Printer Setting dialog box from **[Control Panel]**.

1. **From [Program Manager], open the [Main] group.**

2. **Double-click [Control Panel].**

3. **Double-click the [Printers] icon.**

4. **In the [Installed Printers:] box, click the name of the printer you want to set up.**

5. **Click [Setup].**

6. **Set desired settings and click [OK].**

7. **Click [Close] to close the [Printers] dialog box.**

Making Printer Settings from an Application

To make the printer settings for a specific application, open the Printer Setting dialog box from that application. The following example describes how to make settings for the Write application that comes with Windows 3.1x.

Note

❒ The actual procedures you should follow to open the Printer Setting dialog box may differ depending on the application. For details, see the documentation that comes with the application you are using.

❒ When you use some applications, the driver's initial default settings of the applications might be applied over the printer driver's setting.

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

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

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

2 From the [Printer] group, select the printer you want to use.

Note

❒ If the printer you want to use is not specified as the default printer, click **[Specific Printer:]**, and then find the printer you want to use in the list box.

3 Click [Options].

The Printer Setting dialog box appears.

4 Set desired settings and click [OK].

5 Click [OK] to close the [Print Setup] dialog box.

6 Start your 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].**
   [AdobePS Page Setup] appears.
3. **Confirm that the printer you want to use is shown in the [Format for:] box.**

   Note
   ❒ If your printer is now 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 your Macintosh for details.
4. **From the [Paper:] box, select the paper size.**
5. **Set desired settings 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 your printer is selected in the [Printer:] box.**
4. **Set desired settings and click [Print].**

Canceling a Print Job

Windows 95/98 - Canceling a Print Job

1 Double-click the printer icon on the task bar.

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

2 Click the name of the job you want to cancel so that it is highlighted.

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 the printer's 【Job Reset】 key.

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

Important

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

Note

❒ You cannot stop printing the 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.

❒ It takes about 5 minutes to reset the print job, after 5 minutes the printer returns to the ready condition.

Windows NT 4.0 - Canceling a Print Job

1 Double-click the printer icon on the task bar.

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

2 Click the name of the job you want to cancel so that it is highlighted.

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

Note

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

4 **Press the printer's【Job Reset】key.**

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

Important

❒ When your 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.

❒ It takes about 5 minutes to reset the print job, after 5 minutes the printer returns to the ready condition.

Windows 3.1x - Canceling a Print Job

1 **In the [Main] group, double-click the [Print Manager] icon.**

This opens a window that shows all the print jobs that are currently queued for printing.

2 **Click the name of the job you want to cancel so it is highlighted.**

3 **On the [Document] menu, click [Delete Document].**

4 **Click [Close] to close the dialog box.**

5 **Press the printer's【Job Reset】key.**

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

Important

❒ When your 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.

❒ It takes about 5 minutes to reset the print job, after 5 minutes the printer returns to the ready condition.

Macintosh - Canceling a Print Job

1 Double-click the printer icon on the desk top.

This opens a window that shows all the print jobs that are currently queued for printing. Check the current status of the job you want to cancel.

2 Click the name of the job you want to cancel so that it is highlighted.

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

4 Press the printer's 【Job Reset】 key.

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

Important

❒ When your 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.

❒ It takes about 5 minutes to reset the print job, after 5 minutes the printer returns to the ready condition.

Paper and Other Media Supported by Your Printer

Paper Types and Sizes

This section describes the type, size, feed direction, and maximum capacity 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 such a case, try turning over the paper stack in the paper tray. If there is no improvement, change paper with less curl.
- ❒ 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 specify the paper size using the operation panel.
- ❒ For Tray 1, 2, 3 and 4, the dial setting overrides the setting made with the operation panel.

Note

- ❒ The meaning of the display of the operation panel and paper feed direction is described below.

Example on the panel display	Paper feed direction
A4 (210 × 297)	short-edge feed direction
A4 (297 × 210)	long-edge feed direction

- ❒ It is recommended that you load paper having the size and direction you frequently use in the tray selected with the "Tray Priority". For more information on Tray Priority, see P.94 *"Job Control Menu"*.
- ❒ When loading paper having the same size in more than one tray, it is recommended that you load paper in the same direction.
- ❒ The supported paper size may differ depending on the memory size of your printer. ⇒ P.109 *"Memory Capacity and Printer Function"*
- ❒ For more information about the meanings of the abbreviations, see the notes at the bottom of each table.

Reference

For more information on loading each type of paper, see P.41 *"Loading Paper and Other Media"*.

❖ Input Paper Sizes (Metric version)

	Size (mm)	Standard Tray (Tray1) PS400 (500–sheet paper feed unit) PS440 (1000–sheet paper feed unit)	Standard Tray (Tray2)	PS420 (2000–sheet paper feed unit)	Bypass Tray Type 270
A3	297 × 420	☆	☆	X	❍
B4 JIS	257 × 364	★	★	X	❍
A4	210 × 297	☆	☆	X	❍
	297 × 210	☆	☆	❍	❍
B5 JIS	182 × 257	★	★	X	❍
	257 × 182	★	★	X	❍
A5	148 × 210	★	★	X	❍
	210 × 148	X	★	X	❍
A6	105 × 148	X	★	X	❍
Double Letter	279 × 432	☆	☆	X	❍
Legal	216 × 356	☆	☆	X	❍
Letter	216 × 279	☆	☆	X	❍
	279 × 216	☆	☆	❍	❍
Half Letter	140 × 216	★	★	X	❍
Executive	184 × 267	★	★	X	❍
	267 × 184	★	★	X	❍
Folio	210 × 330	★	★	X	❍
Foolscap	216 × 330	★	★	X	❍
F / GL	203 × 330	★	★	X	❍
Com#10 Env	105 × 241	X	★	X	❍
C6 Env	114 × 162	X	★	X	❍
C5 Env	162 × 229	X	★	X	❍
DL Env	110 × 220	X	★	X	❍

	Size (mm)	Standard Tray (Tray1) PS400 (500–sheet paper feed unit) PS440 (1000–sheet paper feed unit)	Standard Tray (Tray2)	PS420 (2000–sheet paper feed unit)	Bypass Tray Type 270
Monarch Env	98 × 191	X	★	X	❍
Custom Size (PCL6 / PS only)	—	X	X	X	❍*
8K	267 × 390	★	★	X	❍
16K	195 × 267	★	★	X	❍
	267 × 195	★	★	X	❍

- ❍ means that the size is supported and should be specify the paper size using the operation panel. (The bypass tray and PS420 has no dial on the tray.)
- ☆ 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 specify the paper size using the operation panel.
- ❍* means that the supported size is approximately 90 – 297mm in width, and approximately 148 – 432mm in length. The supported size may differ depending on the printer language you use. Use the printer driver to specify 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)

Size (inch)	Standard Tray (Tray1) PS400 (500–sheet paper feed unit) PS440 (1000–sheet paper feed unit)	Standard Tray (Tray2)	PS420 (2000–sheet paper feed unit)	Bypass Tray Type 270
Double Letter	11" × 17"	☆	☆	X	❍
Legal	$8^1/_2$" × 14"	☆	☆	X	❍
Letter	$8^1/_2$" × 11"	☆	☆	X	❍
	11" × $8^1/_2$"	☆	☆	❍	❍
Half Letter	$5^1/_2$" × $8^1/_2$"	★	★	X	❍
Executive	$7^1/_4$" × $10^1/_2$"	★	★	X	❍
	$10^1/_2$" × $7^1/_4$"	★	★	X	❍
A3	11.69" × 16.54"	☆	☆	X	❍
B4 JIS	10.12" × 14.33"	★	★	X	❍
A4	8.27" × 11.69"	☆	☆	X	❍
	11.69" × 8.27"	☆	☆	❍	❍
B5 JIS	7.17" × 10.12"	★	★	X	❍
	10.12" × 7.17"	★	★	X	❍
A5	5.83" × 8.27"	★	★	X	❍
	8.27" × 5.83"	X	★	X	❍
A6	4.13" × 5.83"	X	★	X	❍
Folio	$8^1/_4$" × 13"	★	★	X	❍
Foolscap	$8^1/_2$" × 13"	★	★	X	❍
F/GL	8" × 13"	★	★	X	❍
Com#10 Env	$4^1/_8$" × $9^1/_2$"	X	★	X	❍
C6 Env	4.49" × 6.38"	X	★	X	❍

	Size (inch)	Standard Tray (Tray1) PS400 (500–sheet paper feed unit) PS440 (1000–sheet paper feed unit)	Standard Tray (Tray2)	PS420 (2000–sheet paper feed unit)	Bypass Tray Type 270
C5 Env	6.38" × 9.02"	X	★	X	❍
DL Env	4.33" × 8.66"	X	★	X	❍
Monarch Env	$3^{7}/_{8}" \times 7^{1}/_{2}"$	X	★	X	❍
Custom Size (PCL6 / PS only)	—	X	X	X	❍*
8K	$10^{1}/_{2}" \times 15.35"$	★	★	X	❍
16K	$7.68" \times 10^{1}/_{2}"$	★	★	X	❍
	$10^{1}/_{2}" \times 7.68"$	★	★	X	❍

- ❍ means that the size is supported and should be specify the paper size using the operation panel. (The bypass tray and PS420 has no dial on the tray.)
- ☆ 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 specify the paper size using the operation panel.
- ❍* means that the supported size is approximately 3.88" – 11.69" 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 specify the custom size. Set the custom size setting with the operation panel.
- X means that the size is not supported.

❖ Output Paper Sizes (Metric version)

	Size (mm)	SR720 (finisher shift tray)	SR720 (finisher staple)	CS370 (mailbox)	AD370 (duplex unit)
A3	297 × 420	❍	❍	❍	❍
B4 JIS	257 × 364	❍	❍	❍	❍
A4	210 × 297	❍	❍	❍	❍
	297 × 210	❍	❍	❍	❍
B5 JIS	182 × 257	❍	❍	❍	❍
	257 × 182	❍	❍	❍	❍
A5	148 × 210	❍	X	❍	❍
	210 × 148	X	X	X	X
A6	105 × 148	X	X	X	X
Double Letter	279 × 432	❍	❍	❍	❍
Legal (LG)	216 × 356	❍	❍	❍	❍
Letter	216 × 279	❍	❍	❍	❍
	279 × 216	❍	❍	❍	❍
Half Letter	140 × 216	❍	X	X	X
Executive (Exec.)	184 × 267	❍	X	❍	❍
	267 × 184	❍	X	❍	❍
Folio	210 × 330	❍	X	❍	❍
Foolscap	216 × 330	❍	X	❍	❍
F / GL	203 × 330	❍	X	❍	❍
Com#10 Env	105 × 241	X	X	X	X
C6 Env	114 ×162	X	X	X	X
C5 Env	162 × 229	X	X	X	X
DL Env	110 × 220	X	X	X	X
Monarch Env	98 × 191	X	X	X	X

	Size (mm)	SR720 (finisher shift tray)	SR720 (finisher staple)	CS370 (mailbox)	AD370 (duplex unit)
Custom Size (PCL6 / PS only)	—	❍*	X	X	X
8K	267 × 390	❍	X	❍	X
16K	195 × 267	❍	X	❍	X
	267 × 195	❍	X	❍	X

- ❍ means that the size is supported.
- ❍* means that the size is supported and depended on the input paper source.
- X means that the size is not supported.

❖ Output Paper Sizes (Inch version)

	Size (inch)	SR720 (finisher shift tray)	SR720 (finisher staple)	CS370 (mailbox)	AD370 (duplex unit)
Double Letter	11" × 17"	❍	❍	❍	❍
Legal (LG)	$8^1/_2$" × 14"	❍	❍	❍	❍
Letter	$8^1/_2$" × 11"	❍	❍	❍	❍
	11" × $8^1/_2$"	❍	❍	❍	❍
Half Letter	$5^1/_2$" × $8^1/_2$"	❍	X	X	X
Executive (Exec.)	$7^1/_4$" × $10^1/_2$"	❍	X	❍	❍
	$10^1/_2$" × $7^1/_4$"	❍	X	❍	❍
A3	11.69" × 16.54"	❍	❍	❍	❍
B4 JIS	10.12" × 14.33"	❍	❍	❍	❍
A4	8.27" × "11.69	❍	❍	❍	❍
	11.69" × 8.27"	❍	❍	❍	❍
B5 JIS	7.17" × 10.12"	❍	❍	❍	❍
	10.12" × 7.17"	❍	❍	❍	❍
A5	5.83" × 8.27"	❍	X	❍	❍
	8.27" × 5.83"	X	X	X	X
A6	4.13" × 5.83"	X	X	X	X
Folio	$8^1/_4$" × 13"	❍	X	❍	❍
Foolscap	$8^1/_2$" × 13"	❍	X	❍	❍
F/GL	8" × 13"	❍	X	❍	❍
Com#10 Env	$4^1/_8$" × $9^1/_2$"	X	X	X	X
C6 Env	4.49" × 6.38"	X	X	X	X
C5 Env	6.38" × 9.02"	X	X	X	X
DL Env	4.33" × 8.66"	X	X	X	X
Monarch Env	$3^7/_8$" × $7^1/_2$"	X	X	X	X

	Size (inch)	SR720 (finisher shift tray)	SR720 (finisher staple)	CS370 (mailbox)	AD370 (duplex unit)
Custom Size (PCL6 / PS only)	—	❍*	X	X	X
8K	$10^1/_2" \times 15.35"$	❍	X	❍	X
16K	$7.68" \times 10^1/_2"$	❍	X	❍	X
	$10^1/_2" \times 7.68"$	❍	X	❍	X

- ❍ means that the size is supported.
- ❍* means that the size is supported and depended on the input paper source.
- 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) [v]
Tray 1, PS400 (option), PS440 (option)	60 - 105g / m^2 (16 - 28 lb)	500 (80g / m^2, 20lb)
Tray 2	60 - 157g / m^2 (16 - 42 lb)	500 (80g / m^2, 20lb)
PS420 (option)	60 - 105g / m^2 (16 - 28 lb)	2,000 (80g / m^2, 20lb)
Bypass Tray Type 270 (option)	60 - 157g / m^2 (16 - 42 lb)	100 (80g / m^2, 20lb)

*1 Confirm that the top of the stack is not higher than the limit mark indicated on the side guide of the tray.

Paper Recommendations

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

Loading Paper

- Use only the recommended paper types. 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, confirm not to stack over the limit mark.
- If you load paper onto Bypass Tray Type 270, confirm that the paper fits under the side guide.
- If you load paper into the paper tray, confirm that print side is facing up.
- If you load paper onto Bypass Tray Type 270, confirm that print side is facing down.

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 105g/m^2 (28lb), use tray 2 or Bypass Tray Type 270. The each tray can hold paper up to 157g/m^2 (42lb) in weight.
- If you load paper heavier than 105g/m^2 (28lb) onto tray 2, set the printer to the "Thick paper" mode. ⇒ P.44 *"Loading Thick Paper, Envelope or OHP Transparencies"*
- If paper is curled or bent, straighten it before loading.
- If you print on paper for color, load it onto tray 2 and do not stack paper over the lower limit mark.

❖ OHP Transparencies

- If you load OHP transparencies onto Bypass Tray Type 270, set the printer to "Transparency" mode using the printer driver.
- Be careful not to touch the print side of the OHP transparencies. Otherwise, the print side can become dirty or damaged, resulting in poor print quality.
- If you print on an OHP transparency that has a print side, load it face up onto tray 2 or load it face down onto Bypass Tray Type 270.
- Do not print on OHP transparencies for color.

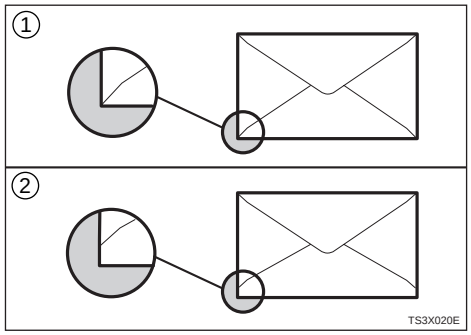
❖ Adhesive Labels

- Load only one adhesive label at a time onto Bypass Tray Type 270.
- Use adhesive labels in which the whole side can be printed on.
- Avoid using adhesive labels having exposed glue.
- If the print side is coated, the print quality might be reduced, as the toner might not fuse well.

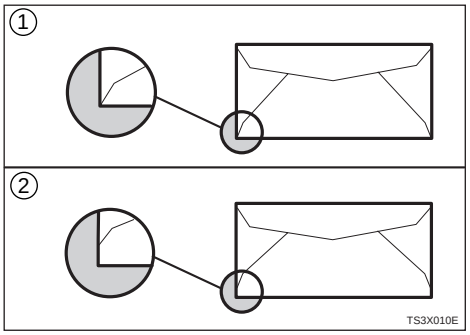
❖ Envelopes

- When printing on envelopes, use tray 2 or Bypass Tray Type 270.
- You can specify the sizes for the envelopes using the operation panel.
  ⇒ P.94 *"Job Control Parameters"*
- Recommended of envelopes is as follows:
  - Com#10 Env
  - C6 Env
  - C5 Env
  - DL Env
  - Monarch Env
- Do not stack envelopes over the limit mark.
- Confirm that print side is facing up when loading onto the tray 2.
- Confirm that print side is facing down when loading onto Bypass Tray Type 270.
- Load the envelopes with the flaps aligned to the right side fence. The flaps should be securely folded down.
- 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 margins, to at least 15mm (0.6") each.
- Do not print on both sides of envelopes.
- Load only one size and type of envelope at a time.
- Before loading envelopes, flatten the leading edges (side being fed into the printer) of them by running a pencil or ruler across them.

- There are some kinds of envelopes that might be occurred misfeed, wrinkle or poor printing.
- Before loading envelopes, confirm that they are rectangular in shape. See the following illustrations.



① Good construction for envelopes
② Poor construction for envelopes



① Good construction for envelopes
② Poor construction for envelopes

- Avoid using the non-supported envelopes listed on P.38 *"Paper not Supported by This Printer"*.

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.27 *"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 except a preprinted letterhead

Note

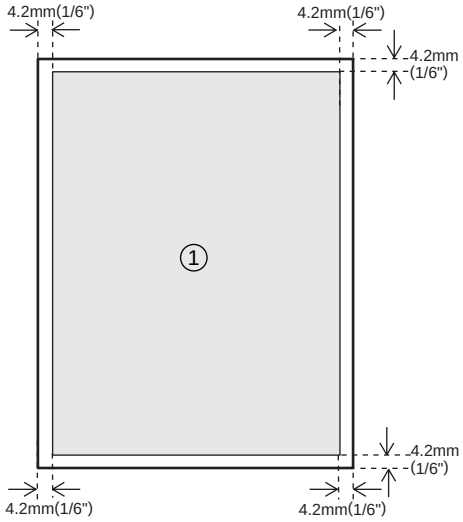
❒ Ink on paper from an earlier print job, another copier, an inkjet printer or other devices could damage the fusing unit of this printer due to a different fusing temperatures.

- Coated paper
- Special paper like thermal paper, aluminum foil, carbon paper and conductive paper

- Heavily textured paper
- Glued paper
- OHP transparencies for color.
- OHP transparencies for the ink-jet printer.
- Label paper on which glue or base paper is exposed
- Paper with clips or staples
- Paper with tape or ribbons attached
- Envelopes that are:
  - 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 of bent corners
  - with rough, cockle, 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.



① : printable area

Note

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

Loading Paper and Other Media

Loading Paper in the Paper Tray

This section describes instructions for loading paper whose size and feed direction is already set in the standard paper tray and the optional PS400 or PS440. If you want to change the paper size or feed direction, see P.42 *"Changing Paper Size of the Paper Tray"*.

If you want to load paper in PS420, see P.44 *"Loading Paper on PS420 (Paper Feed Unit)"*. If you want to load paper in Bypass Tray Type 270, see P.45 *"Loading Paper in Bypass Tray Type 270"*.

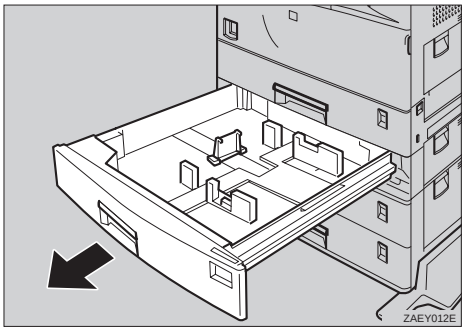
Important

❒ Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray. Otherwise, the paper misfeed or unexpected result might occur.

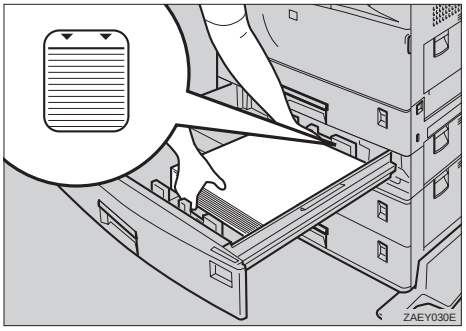
Reference

For more information on the size and feed direction of paper that can be loaded in the tray, see P.27 *"Paper Types and Sizes"*.

1 Slide the paper tray out until it stops.



2 Align all four sides of the paper stack, and load it into the tray.



Important

❒ Do not stack paper over the limit mark.

❒ When you set custom size or thick paper in tray 2, do not stack paper above the lower limit mark of tray 2.

Note

❒ Set the paper after shuffling through the sheets.

❒ Load paper face up onto the tray.

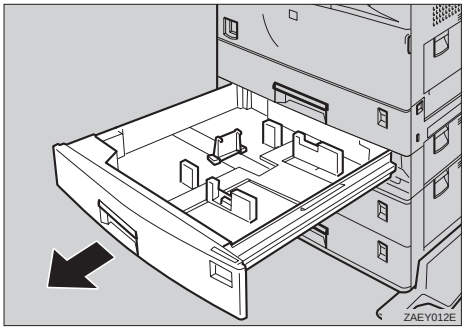
3 Slide the tray into the printer until it stops.

Changing Paper Size of the Paper Tray

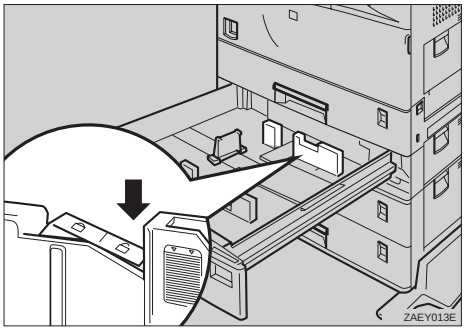
Reference

For more information on the size and feed direction of paper that can be set in the tray, see P.27 *"Paper Types and Sizes"*.

1 **Slide the paper tray out until it stops.**



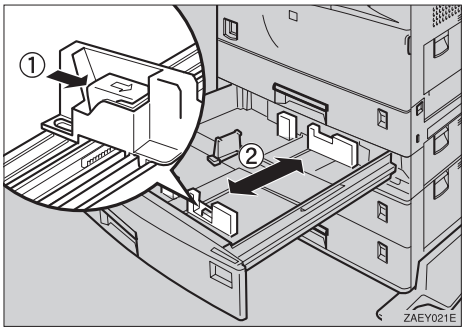
2 **Set the paper guide lock to the "unlocked" position.**



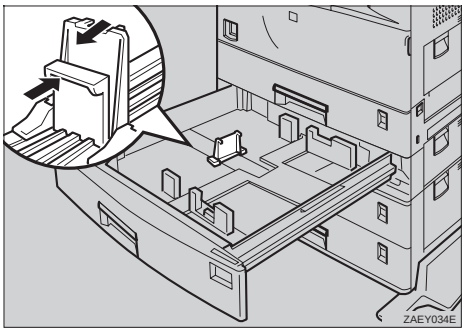
Important

❒ Confirm that the lever of the side guide was released before sliding this guide, otherwise it can be damaged.

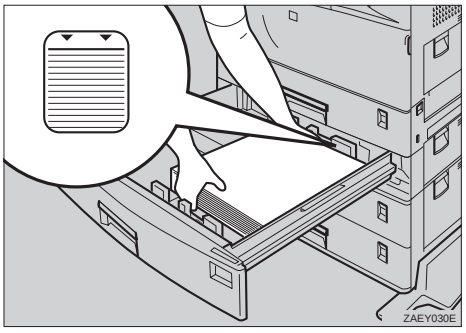
3 **Slide the side paper guide wide open (②) by pressing the release lever of the side guide (①).**



4 **Slide the rear guide widely by pushing the releasing lever of the rear guide.**



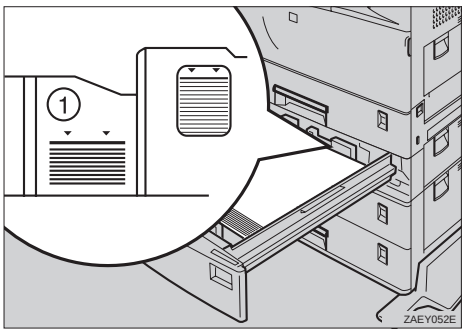
5 **Align all four sides of the paper stack, and load it into the tray.**



Important

❒ Do not stack paper over the limit mark.

❒ When you set thick paper in tray 2, do not stack paper above the lower limit mark (①) of tray 2.

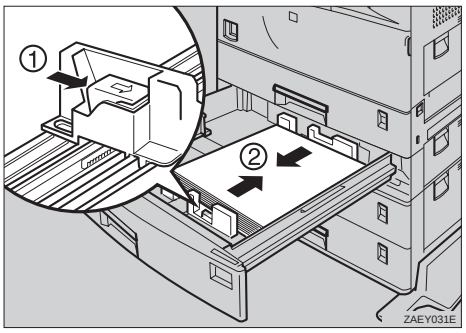


Note

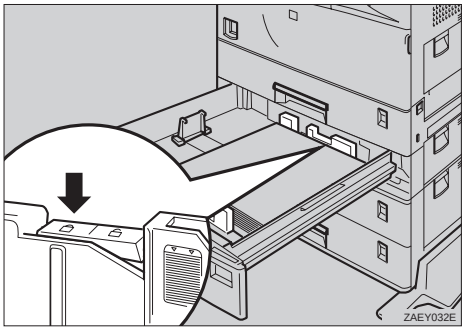
❒ Shuffle the paper before setting in the tray.

❒ Load paper face up onto the tray.

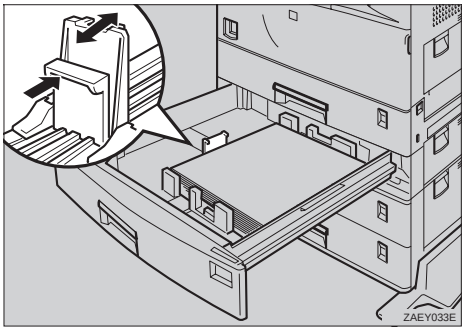
6 Align the side guide for the loaded paper size (②) by opening the release lever of the side guide (①).



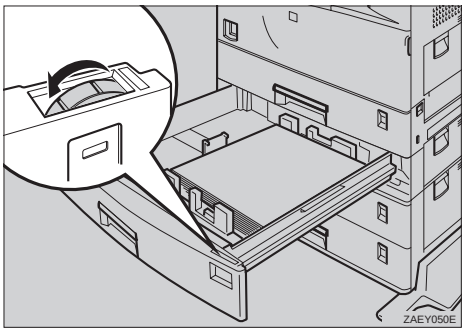
7 Set paper guide lock to the "locked" position.



8 Align the rear guide for the loaded paper size slightly by pushing the releasing lever of the rear guide.



9 Adjust the paper size dial for loaded 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 paper misfeed or unexpected printing result might occur.

❒ Confirm that the paper size dial matches the actual paper size loaded in the tray. If the actual paper size is not shown on the dial, set the dial to "✱" and specify the paper size using the operation panel. For more information on specifying the paper size, see P.27 *"Paper Types and Sizes"*.

10 Slide the tray into the printer until it stops.

Loading Thick Paper, Envelope or OHP Transparencies

You can load thick paper, envelope or OHP transparencies onto the tray 2.

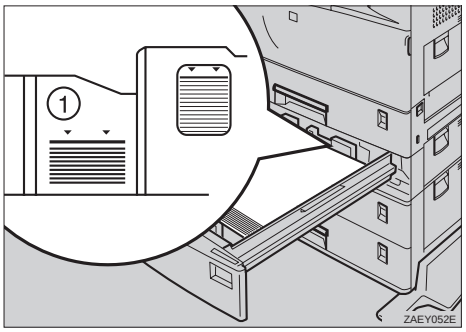
When thick paper or OHP transparencies are loaded, switch the lever inside of the paper tray.

Reference

For more information on loading paper, see P.27 *"Paper and Other Media"*.

Important

❒ When you set thick paper in tray 2, do not stack paper above the lower limit mark (①) of tray 2.



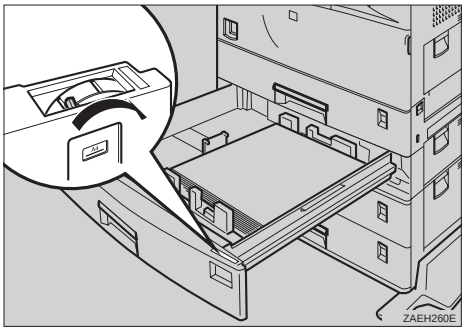
1 Change the lever on the paper size dial of the tray 2 to the "Thick paper" mode.

Limitation

❒ If the "Thick paper" mode is selected, the function for using the tray 2 is not available.

- Duplex print
- Sort, Shift Sort
- Staple
- Limitless paper feed
- Proof Print

The yellow line appears under the paper size indication on the front of the paper tray.



Note

❒ Return the lever to the left side, after you finished printing on thick paper.

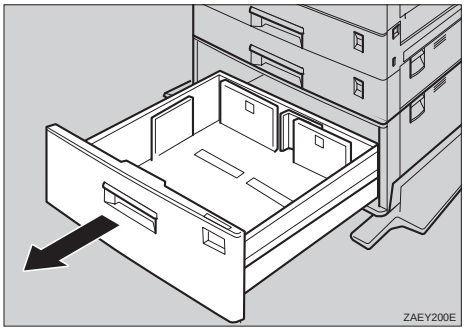
Loading Paper on PS420 (Paper Feed Unit)

This section describes instructions to load paper in the optional paper feed unit PS420. You can load A4 long-edge feed (Metric version) or $8^1/_2$" × 11" long-edge feed (Inch version) size onto PS420.

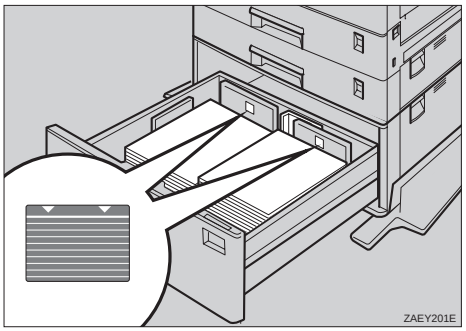
Note

❒ Load the paper that is the same size on the right and left sides of the paper feed unit.

1 Slide the paper tray out until it stops.



2 **Load the paper completely into the tray.**



Important

- ❒ Align the paper to the each side completely.
- ❒ Do not stack paper over the limit mark.
- ❒ Confirm that the end fence locks completely after loading the right side paper.
- ❒ If you want to change the paper size, contact your sales or service representative.

Note

- ❒ Shuffle the paper before setting in the tray.
- ❒ Load the paper face up onto the tray.

3 **Slide the tray into the printer until it stops.**

Loading Paper in Bypass Tray Type 270

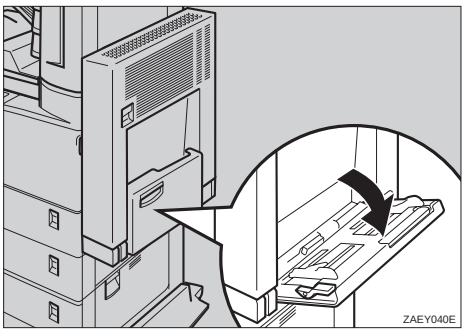
Note

- ❒ Paper sizes supported by the bypass tray are approximately 90 - 297mm (Metric version) or 3.54 - 11.69" (Inch version) in width, and approximately 148 - 432mm (Metric version) or 5.83 - 17.00" (Inch version) in length. Set the custom size to specify with the printer driver or the operation panel. For more information on using the operation panel, see P.48 *"Specifying the Custom Paper Size for the Bypass Tray"*.
- ❒ If you load thick paper, OHP transparencies or envelopes, set the printer to the "Thick paper" mode using the printer driver.

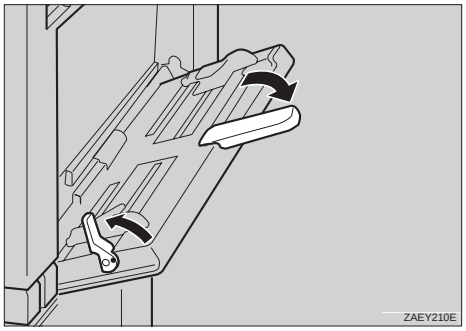
Limitation

- ❒ The function with using the bypass tray is not available.
  - Duplex print
  - Sort, Shift Sort
  - Staple
  - Limitless paper feed
  - Proof Print

1 **Open the bypass tray.**



2 **Lift the paper guide lever.**



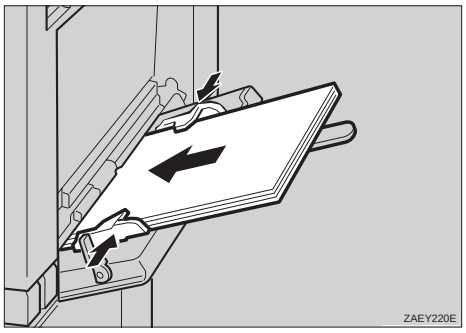
Important

❒ If the paper guides do not match the paper size, a skew image or a paper misfeed might occur.

Note

❒ Swing out the extender to support paper sizes longer than A4 short-edge feed (Metric version) or $8^1/_2$" × 11" short-edge feed (Inch version).

3 **Load the paper and adjust the paper guides to the sides of the paper.**



Important

❒ Confirm the print side of the OHP transparencies. Some OHP transparencies can be printed on only the specific side.

Note

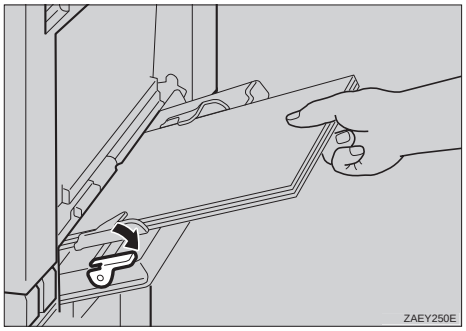
❒ Do not stack paper over the limit mark. Otherwise a skew image or a paper misfeed might occur.

❒ When you set custom size or thick paper on the bypass tray, do not stack paper above the lower limit mark of the bypass tray.

❒ Shuffle the paper before setting in the tray.

❒ Load the paper face down onto the tray.

4 **Push down the paper guide lever.**



Note

❒ If the paper guide lever is not pushed down, paper misfeed might occur.

5 **Configure the paper size for the loaded paper size.**

Important

❒ The paper size specified with the printer driver overrides the one specified here.

Reference

For more information on specifying the bypass tray, see the printer driver help.

For more information on specifying custom paper, see P.48 *"Specifying the Custom Paper Size for the Bypass Tray"*.

❶ **Press【Menu】.**

The following message appears on the panel display.

```
Main Menu:
 Proof Print
```

❷ **Press【▼】or【▲】until the following message appears.**

```
Main Menu:
 Job Control
```

❸ **Press【Enter】.**

The following message appears on the panel display.

```
Job Control:
 Paper Input
```

❹ **Press【Enter】.**

The following message appears on the panel display.

```
Paper Input:
 Tray Priority
```

❺ **Press【▼】or【▲】until the following message appears.**

```
Paper Input:
 Bypass Size
```

❻ **Press【Enter】.**

The following message appears on the panel display.

```
Bypass Size:
 Standard Size
```

❼ **Press【Enter】.**

The currently selected paper size appears on the panel display.

```
Standard Size:
 11 x 8 1/2
```

❽ **Press【▼】or【▲】to select the standard size.**

❾ **Press【Enter】.**

The following message appears on the panel display.

```
Standard Size:
*8 x 13
```

Note

❒ "*" shown in front of an item indicates that the item is currently selected.

❿ **After the panel display changes, press【Menu】.**

The panel display returns to the ready condition as follows:

```
Ready
```

Specifying the Custom Paper Size for the Bypass Tray

Important

- ❒ The paper size specified with the printer driver overrides the one specified here.
- ❒ When you set custom size or thick paper on the bypass tray, do not stack paper above the lower limit mark of the bypass tray.

1 Press [Menu].

The following message appears on the panel display.

```
Main Menu:
 Proof Print
```

2 Press [▼] or [▲] until the following message appears.

```
Main Menu:
 Job Control
```

3 Press [Enter].

The following message appears on the panel display.

```
Job Control:
 Paper Input
```

4 Press [Enter].

The following message appears on the panel display.

```
Paper Input:
 Tray Priority
```

5 Press [▼] or [▲] until the following message appears.

```
Paper Input:
 Bypass Size
```

6 Press [Enter].

The following message appears on the panel display.

```
Bypass Size:
 Standard Size
```

7 Press [Enter].

```
Standard Size:
 *11 x 8 1/2
```

8 Press [▼] or [▲] until the following message appears.

```
Standard Size:
 Custom Size
```

9 Press [Enter].

The following message appears on the panel display.

```
Bypass Size:
 Standard Size
```

10 Press [▼] or [▲] until the following message appears.

```
Bypass Size:
 Custom Size
```

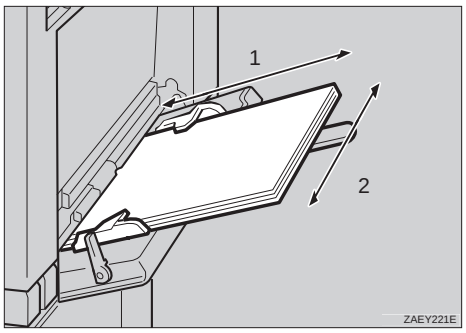
11 Press [Enter].

The following message appears on the panel display.

```
Custom Size:
 Vert..    8.00 "
```

Note

- ❒ You can change the size unit using the operation panel, see P.94 *"Job Control Menu"*.
- ❒ The vertical size and horizontal size are described as follows.



1. **Horizontal size**

2. **Vertical size**

⓬ **Press [▲] or [▼] to set the vertical value.**

⓭ **Press [Enter].**

The following message appears on the panel display.

```
Custom Size:
 Horiz.  11.00 "
```

⓮ **Press [▲] or [▼] to set the horizontal value.**

⓯ **Press [Enter].**

⓰ **After the panel display changes, press [Menu].**

The panel display returns to the ready condition as follows:

```
Ready
```

Error & Status Messages on the Operation Panel

Messages	Description	Comments
Add Staples	The stapler is empty.	Replace the staple refill with a new one. ⇒ P.75 *"Adding Staples"*
Add Toner	The printer is out of toner.	Replace a new toner bottle.
Call Service Power Off On	The Service Code Number identifies the failure.	Contact your sales or service representative.
Call Service SC_###	The Service Code Number identifies the failure.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Close Bridge Unit Cover	The cover of Bridge Unit Type 270 is open.	Close the cover of Bridge Unit Type 270.
Close Finisher Cover	The cover of SR720 (finisher) is open.	Close the cover of SR720 (finisher).
Close Front Cover	The front cover is open.	Close the front cover of the printer.
Close Mailbox Cover	The cover of CS370 (4-bin Mailbox) is open.	Close the cover of CS370 (4-bin Mailbox) cover.
Close Right Cover	The right cover of the printer is open.	Close the right cover of the printer.
Close R-Cover at Paper Tray	Lower right cover 1 or 2 is open.	Close lower right cover 1 or 2.
Close Upper Right Cover	The upper right cover is open.	Close the upper right cover.
Cls. Interchange Unit Cover	The Interchange Unit Type 280 cover is open.	Close the interchange unit cover.
Energy Saver 1	In Energy Save Mode level 1.	Press the operation key or send a job from the computer to turn the power on.

Messages	Description	Comments
Energy Saver 2	In Energy Save Mode level 2.	Press the operation key or send a job from the computer to turn the power on.
Error 1	An error with the optional RAM has occurred.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Error 2	An error with the parallel interface board has occurred.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Error 3	An error with the NV-RAM has occurred.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Error 4	An error with the DIMM has occurred.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Error 5	An error with the HDD has occurred.	Install the HDD again. If the message appears again, contact your sales or service representative.
Error 6	An error with the Resident font ROM has occurred.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Error 7	An error with the ASIC has occurred.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Error 30711	AD370 (duplex unit) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30721	PS420 (paper feed unit) cannot be used.	Another tray is used to print. Contact your sales or service representative.

Messages	Description	Comments
Error 30722	Tray 1 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30723	Tray 2 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30724	Tray 3 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30725	Tray 4 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30740	The staple tray of SR720 (finisher) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30743	The shift tray cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30744	SR720 (finisher) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 40711	AD370 (duplex unit) cannot be used.	Press **【Job Reset】**. Contact your sales or service representative.
Error 40740	The staple tray of SR720 (finisher) cannot be used.	Press **【Job Reset】**. Contact your sales or service representative.
Error 40744	SR720 (finisher) cannot be used.	Press **【Job Reset】**. Contact your sales or service representative.
Form Feeding...	Doing form feed.	Wait for a while.
Load Bypass xx	Bypass Tray is out of paper. xx : Paper Size	Load paper of the indicated paper size into the bypass tray.
Load Tray ** xx	There is out of paper. ** : Number Tray xx : Paper Size	Load paper of the indicated paper size into the paper tray.

Messages	Description	Comments
Load *** XX	There is no paper tray of the indicated. ***: Paper Type XX: Paper Size	Load paper onto the tray of the indicated.
Low On Toner	The toner bottle is almost empty.	Prepare a new toner bottle. If the image density is too light, replace the old toner bottle with a new one. ⇒ P.78 *"Replacing the Toner Bottle"*
Misfeed:{location} Open Front Cover	There is a misfeed in the printer.	Remove the misfed paper from {location}. ⇒ P.69 *"Removing Misfed Paper"*
No Files Exist	There is no proof print file.	Specify correct proof print file.⇒ P.108 *"Deleting a Proof Print File"*
Offline	Printer is offline. The printer cannot accept or print out data.	If you want to put the printer online, press **【On Line】**.
Printing...	Doing print job.	Wait for a while.
Processing...	Print data is being processed.	Wait for a while.
Processing... Please Wait	The user tries to print the Proof Print data while writing the data to HDD.	Wait until the printer returns to the ready condition.
Ready	The printer is ready for printing.	—
Remove Misfeed from Duplex Unit	There is a misfeed in AD370 (duplex unit).	Remove the misfed paper from AD370 (duplex unit). ⇒ P.69 *"Removing Misfed Paper"*
Remove Misfeed from Finisher	There is a misfeed in SR720 (finisher).	Remove the misfed paper from SR720 (finisher). ⇒ P.69 *"Removing Misfed Paper"*
Remove Misfeed from Mailbox	There is a misfeed in CS370 (4-bin Mailbox).	Remove the misfed paper from CS370 (4-bin Mailbox). ⇒ P.69 *"Removing Misfed Paper"*
Remove Paper from Duplex Unit	There is still paper in AD370 (duplex unit).	Remove paper from AD370 (duplex unit).

Messages	Description	Comments
Remove Paper from Staple Tray	There is paper in the stack unit of SR720 (finisher).	Remove paper from the stack unit of SR720 (finisher). **Important** ❒ Remove the paper from the output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.
Remove Paper Mailbox Tray #	The CS370 (4-bin Mailbox) tray # is full.	Remove paper from the CS370 (4-bin Mailbox) tray. **Important** ❒ Remove the paper from output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.
Remove Paper Shift Tray	The shift tray of SR720 (finisher) is full.	Remove paper from the SR720 (finisher) tray. **Important** ❒ Remove the paper from the output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.
Replace Maintenance Kit	It is time to replace parts included in Maintenance Kit Type 270.	Replace Maintenance Kit Type 270. After replacing the kit, clean the registration rollers.
Replace PCU	It is time to replace Photo Conductor Unit Type 270.	Replace Photo Conductor Unit Type 270.
Remove Paper Standard Tray	The standard output tray is full.	Remove paper from the output tray. **Important** ❒ Remove the paper from output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.

Messages	Description	Comments
Reset Duplex Unit Correctly	AD370 (duplex unit) is not set correctly.	Set the AD370 (duplex unit) correctly.
Reset Fusing Unit Correctly	There is no fusing unit, or the fusing unit is not installed properly.	Install the fusing unit properly. For more information on the fusing unit, see the "Maintenance Kit Type 270 Replacement Guide" that comes with the maintenance kit.
Resetting Job...	Resetting Print job.	Wait for while.
Reset PCU Correctly	There is no Photo Conductor Unit Type 270, or Photo Conductor Unit Type 270 is not installed properly.	Install Photo Conductor Unit Type 270 again. For more information on Photo Conductor Unit Type 270, see the "Photo Conductor Unit Type 270 Replacement Guide" that comes with the photo conductor unit.
Reset Tray 1 Correctly	There is no paper tray, or Tray 1 is not set correctly. **Note** ❒ This message appears only for the default tray. ⇒ P.94 *"Job Control Parameters"*	Set the tray correctly.
Setting Changed Cannot Print	The paper feed unit setting has been changed, and the proof print failed.	Configure the paper feed unit correctly, and try again.
Waiting...	Printer is waiting for the next data to print.	Wait for a while.
Warming Up...	The printer is now preparing for printing.	Wait until the printer is warmed up.

Note

❒ If you cannot solve the problem by taking the actions listed in the preceding table, turn the power off, and then back on again. If this does not clear the error message, take a note of the contents and number of the error message and contact your sales or service representative.

Getting Printer Information over the Network

Printer Current Status

You can check the printer's current status using "Telnet (mshell)".

❖ **mshell**

Use status command.

Reference

For more information, see “Remote Maintenance by Telnet (mshell)” in the Operating Instructions of the optional network interface board.

Messages	Description	Resolution
Add Staples	The stapler is empty.	Replace the staple refill with new one. ⇒ P.75 *“Adding Staples”*
Add Toner	The printer is out of toner.	Replace a new toner bottle.
Call Service Power Off On	The Service Code or SC number identifies the failure.	Contact your sales or service representative.
Call Service SC_XXX	The Service Code or SC number identifies the failure.	Turn the printer power off and on. If the message appears again, contact your sales or service representative.
Close Bridge Unit Cover	The cover of Bridge Unit Type 270 is open.	Close the cover of Bridge Unit Type 270.
Close Finisher Cover	The cover of SR720 (finisher) is open.	Close the cover of SR720 (finisher).
Close Front Cover	The front cover is open.	Close the front cover of the printer.
Close Mailbox Cover	The cover of CS370 (4-bin Mailbox) is open.	Close the cover of CS370 (4-bin Mailbox) cover.
Close Right Cover	The right cover of the printer is open.	Close the right cover of the printer.
Close R-Cover at Paper Tray	Lower right cover 1 or 2 is open.	Close lower right cover 1 or 2.
Close Upper Right Cover	The upper right cover is open.	Close the upper right cover.
Close Interchange Unit Cover	The Interchange Unit Type 280 cover is open.	Close the interchange unit cover.

Messages	Description	Resolution
Energy Saver 1	In Energy Save Mode level 1.	Press the operation key or send a job from the computer to turn the power on.
Energy Saver 2	In Energy Save Mode level 2.	Press the operation key or send a job from the computer to turn the power on.
Error 30711	AD370 (duplex unit) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30721	PS420 (paper feed unit) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30722	Tray 1 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30723	Tray 2 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30724	Tray 3 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30725	Tray 4 cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30740	The staple tray of SR720 (finisher) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30743	The shift tray cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 30744	SR720 (finisher) cannot be used.	Another tray is used to print. Contact your sales or service representative.
Error 40711	AD370 (duplex unit) cannot be used.	Press **【Job Reset】**. Contact your sales or service representative.
Error 40740	The staple tray of SR720 (finisher) cannot be used.	Press **【Job Reset】**. Contact your sales or service representative.

Messages	Description	Resolution
Error 40744	SR720 (finisher) cannot be used.	Press **【Job Reset】**. Contact your sales or service representative.
Load Bypass xx	The bypass tray is out of paper. xx : Paper Size	Load paper of the indicated paper size into the bypass tray.
Load Tray ** xx	There is out of paper. ** : Tray Number xx : Paper Size	Load paper of the indicated paper size into the paper tray.
Load *** xx	There is no paper tray of the indicated. *** : Paper Type xx : Paper Size	Load paper onto the tray of the indicated.
Low On Toner	The toner bottle is almost empty.	Prepare a new toner bottle. If the image density is too light, replace the old toner bottle with a new one. ⇒ P.78 *"Replacing the Toner Bottle"*
Misfeed:{location} Open Front Cover	There is a misfeed in the printer.	Remove the misfed paper from {location}. ⇒ P.69 *"Removing Misfed Paper"*
Offline	The printer is offline. The printer cannot accept or print out data.	If you want to put the printer online, press **【On Line】**.
Ready	The printer is ready for printing.	—
Remove Misfeed from Duplex Unit	There is a misfeed in AD370 (duplex unit).	Remove the misfed paper from AD370 (duplex unit). ⇒ P.69 *"Removing Misfed Paper"*
Remove Misfeed From Finisher	There is a misfeed in SR720 (finisher).	Remove the misfed paper from SR720 (finisher). ⇒ P.69 *"Removing Misfed Paper"*
Remove Misfeed from Mailbox	There is a misfeed in CS370 (4-bin Mailbox).	Remove the misfed paper from CS370 (4-bin Mailbox). ⇒ P.69 *"Removing Misfed Paper"*

Messages	Description	Resolution
Remove Paper from Duplex Unit	There is still paper in AD370 (duplex unit).	Remove the paper from AD370 (duplex unit). **Important** ❒ Remove paper from the output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.
Remove Paper Shift Tray	The shift tray of SR720 (finisher) is full.	Remove paper from the shift tray of SR720 (finisher). **Important** ❒ Remove paper from the output tray before it becomes full. If you leave paper in the tray, it can cause a paper misfeed.
Remove Paper from Staple Tray	There is still paper in the staple tray of SR720 (finisher).	Remove paper from the staple tray of SR720 (finisher). **Important** ❒ Remove paper from the output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.
Remove Paper Mailbox Tray #	CS370 (4-bin Mailbox) tray # is full.	Remove paper from CS370 (4-bin Mailbox) tray. **Important** ❒ Remove paper from the output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.

Messages	Description	Resolution
Remove Paper Standard Tray	The standard output tray is full.	Remove paper from the standard output tray. **Important** ❒ Remove paper from the output tray before it becomes full. If you leave paper in the output tray, it can cause a paper misfeed.
Replace Maintenance Kit	It is time to replace the parts included in Maintenance Kit Type 270.	Replace the parts included in Maintenance Kit Type 270. After replacing the kit, clean the registration rollers.
Replace PCU	It is time to change Photo Conductor Unit Type 270.	Replace Photo Conductor Unit Type 270.
Reset Duplex Unit Correctly	AD370 (duplex unit) is not set correctly.	Set AD370 (duplex unit) correctly.
Reset Fusing Unit Correctly	There is no fusing unit, or the fusing unit is not installed properly.	Install the fusing unit properly. For more information on the fusing unit, see "Maintenance Kit Type 270 Replacement Guide" that comes with the maintenance kit.
Reset PCU Correctly	Photo Conductor Unit Type 270 is not installed in the printer.	Set Photo Conductor Unit Type 270 correctly.
Reset Tray 1 Correctly	There is no paper tray, or Tray 1 is not set correctly. **Note** ❒ This message appears only for the default tray. ⇒ P.94 *"Job Control Parameters"*	Set the tray correctly.
Resetting Job...	The job is being reset.	Wait for a while.
Warming Up...	The printer is now preparing for printing.	Wait until the printer is warmed up.

Printer Doesn't Print

Possible Cause	Solutions
Is the power on?	If not, confirm that the cord is securely plugged into the power outlet and the printer. Turn on the printer power.
Does the **On Line** indicator stay on?	If not, press **【On Line】** to make it light up.
Does the **Error** indicator stay red?	If not, check the error message on the panel display and take the required action.
Is the paper set?	Load paper into the paper tray. ⇒ P.41 *"Loading Paper and Other Media"*
Is your specified paper size correct?	Set the specified paper in any of the input trays. Adjust the paper size dial to match the size and feed direction of the paper in the paper tray.
Is your specified paper type correct?	Set the specified paper in any of the input trays. Adjust the paper type to use the operation panel.
Can you print a configuration page?	If you cannot print a configuration page, it probably indicates printer malfunction. You should contact your sales or service representative. If you can print a configuration page but cannot get the printer to print when you issue a print command from your computer, it probably means there is a problem with your computer. Also keep it in mind that large, complex data might take long time for printer process.
Is the interface cable between the printer and your computer connected securely?	Connect the interface cable correctly. If there are any connectors or screws, confirm they are fastened securely.
Are you using a correct interface cable?	The type of interface cable you should use depends on your computer. Be sure to use the correct one. ⇒ P.111 *"Specifications"* If the cable is damaged or worn, replace it with a new one.
Did you connect the interface cable after turning on the main switch?	Confirm of connecting the interface cable before turning on the power switch.

Possible Cause	Solutions
If you print using the PostScript driver in a network, data is received by the printer, but is not printed.	❖ **Windows 95/98** On the **[PostScript]** tab of the Printer Properties, click **[Advanced]** and then clear both **[Send CTRL+D before job]** and **[Send CTRL+D after job]**. ❖ **Windows NT 4.0** Open the **[Advanced]** tab of the Printer Properties. From **[PostScript Options]**, select **[No]** for both **[Send CTRL-D Before Each job:]** and **[Send CTRL-D After Each job:]**. ❖ **Windows 3.1x** Click the **[PostScript]** tab of the Printer Setting dialog box. From **[Protocol Options]**, select **[None]**.

Possible Cause	Solutions
If you print using the PostScript driver, printing does not start or is interrupted.	The data is cleared when the Job Timeout period is exceeded. ❖ **Windows 95/98** Set a longer **[Job Timeout]** period with the **[PostScript]** tab of the Printer Properties. ❖ **Windows NT 4.0** Set a longer **[Job Timeout]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Windows 3.1x** Set a longer **[Job Timeout]** period with the **[PostScript]** tab of the Printer Setting dialog box.
	A PostScript error might occur if there is not enough memory in the printer, or there are errors in the print data sent to the printer. • Print a configuration page to configure the memory size and confirm the memory size is max or not. • If the memory size is not max, increasing the memory may solve this problem. Install Printer Feature Expander Type 185. Otherwise you should contact your sales or service representative. For more information on the memory, see P.109 *"Memory Capacity and Printer Function"*.
	The print job might be reset. Do the following. • Confirm that you have selected the correct printer driver. Try printing again. • Set a longer Wait Timeout. ❖ **Windows 95/98** Set a longer **[Wait Timeout]** period with the **[PostScript]** tab of the Printer Properties. ❖ **Windows NT 4.0** Set a longer **[Wait Timeout]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Windows 3.1x** Set a longer **[Wait Timeout]** period with the **[PostScript]** tab of the Printer Setting dialog box. ❖ **Macintosh** You can specify a longer **[I/O Timeout]** period on the printer's operation panel. ⇒ P.89 *"Using the Operation Panel"*

Possible Cause	Solutions
Is the **Data In** indicator blinking or lit after starting the print job, when using the PCL printer?	If not, the data is not being sent to the printer, or the printer may be resetting the print job because there was a long delay in receiving the data from the computer. ❖ **If the printer is using "I/O Timeout"** Increase the value of the "I/O Timeout" setting of the "System" menu of the "Job Control". ⇒ P.89 *"Using the Operation Panel"* ❖ **If your printer is connected to the computer using the parallel cable** Confirm that the printer port settings are correct. For a parallel port connection, port LPT1 or LPT2 should be set. For more information on the printer port settings, see the Note after this table. ❖ **Network Connection** Contact your network administrator.

Note

❒ The following procedure describes the printer port settings.

- **Windows 95/98**
  ① Click **[Start]**, point to **[Settings]**, and then click **[Printers]**.
  ② Click 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:]** list to confirm the correct port is selected.
- **Windows NT 4.0**
  ① Click **[Start]**, point to **[Settings]**, and then click **[Printers]**.
  ② Click the icon of the printer. Next, on the **[File]** menu, click **[Properties]**.
  ③ Click the **[Port]** tab.
  ④ Confirm that the correct port is selected.
- **Windows 3.1x**
  ① On **[Control Panel]**, double-click the **[Printers]** icon.
  ② Confirm that this printer is specified as the default printer.
  ③ Click **[Connect]**.
  ④ Check the **[Ports]** list to confirm the correct port is selected.
- **Macintosh**
  ① Click **[Apple Menu]**, point to **[Control Panels]**, and then select **[Apple Talk]**.
  ② Confirm that **[Ethernet]** is selected in the **[connect via:]** list.

Other Printing Problems

Status	Possible Causes, Descriptions, and Solutions
The area on the page that should be white or free of toner is a hazy gray.	Adjust the image density correctly. ⇒ P.89 *"Using the Operation Panel"*
The edge of the paper is hazy gray.	If paper is curled, correct it. Replace the corrected paper.
The back of the printed output is hazy gray.	Check if the size specified with the dial matches that specified with the operation panel. If not, specify the correct size that matches the size and feed direction of the paper 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 be hazy gray. ⇒ P.41 *"Loading Paper and Other Media"*
Image quality varies when printing on thick paper or on OHP transparencies.	Set to Thick paper mode by switching the lever inside of the tray 2 or specifying for Bypass Tray Type 270 to use the printer driver. ⇒ P.89 *"Using the Operation Panel"*
Print image is too light.	Adjust image density to darker. ⇒ P.89 *"Using the Operation Panel"*
	If the Toner Saving mode is specified using the operation panel, the whole image gets lighter. See the driver's online help file.
Print image is too dark.	Adjust image density to lighter. ⇒ P.89 *"Using the Operation Panel"*
Some parts of the print image are not clear.	Due to a sudden change in temperature, condensation might appear inside the machine, and reduce the print quality. If this occurs when you move the printer from a cold room to a warmer room, don't use the printer until it gets used to the temperature.
Multiple pages are fed through the printer at once.	Clean the friction pad, if it is dirty. ⇒ P.85 *"Cleaning the Friction Pad"*
	Clean the pad inside of the tray, if it is dirty. ⇒ P.86 *"Cleaning the Pad inside of the tray"*
Image is printed on the reverse side of the paper.	Set the paper upside down.

Status	Possible Causes, Descriptions, and Solutions
Paper misfeeds occur frequently.	Check the paper size settings. The size specified with the paper size dial might be different from the actual paper size. Make the correct dial setting. ⇒ P.41 *"Loading Paper and Other Media"*
	Use the recommended paper. Avoid using curled, folded, or wrinkled paper, perforated paper, or glossy paper. ⇒ P.36 *"Paper Recommendations"*
	Confirm that the side guides and the rear guide of the paper tray are set in place. ⇒ P.41 *"Loading Paper and Other Media"*
	Clean the friction pad and the paper feed roller, if it is dirty. ⇒ P.85 *"Cleaning the Friction Pad"* ⇒ P.83 *"Cleaning the Paper Feed Roller"*
The operation panel error message stays on after removing the misfed paper.	Open the front cover of your printer and then close it. Be sure to close the lower vertical paper feed cover. ⇒ P.69 *"Removing Misfed Paper"*
Desired tray isn't used for the output.	Check the paper size settings. The size specified with the paper size dial might be different from the actual paper size. Make the correct dial setting. ⇒ P.41 *"Loading Paper and Other Media"*
	When you are using a Windows operating system, the printer driver settings overrides those specified using the operation panel. Specify the desired output tray using the printer driver. See the driver's online help file.
The printed image is different from the image in the computer.	When you use some features such as enlargement and reduction, the layout of the image might be different from that shown in the computer display. Before printing, use the print preview to see how the page will look when printed. If necessary, adjust the settings.
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.
	Energy Saver mode might be enabled. In Energy Saver mode, it takes time for the machine to warm up. ⇒ P.89 *"Using the Operation Panel"*
Image is printed in the wrong orientation.	Specify the correct orientation under the "PCL Menu" with the operation panel. ⇒ P.89 *"Using the Operation Panel"*

Status	Possible Causes, Descriptions, and Solutions
Part of the image cannot be printed.	A paper size which is smaller than that specified in the application is used for printing. Load the correct size of paper. If you can't select the paper size specified in the application, make use of the zooming features. See the driver's online help file.
Network configurations you have made do not become effective.	Turn the printer power off and on. The network configuration page of the Network Interface Board will be printed automatically. Check the configuration of the Network Interface Board with this page.
The output from SR720 is curled and a paper misfeed has occurred with SR720.	A paper misfeed may have occurred because of curled paper in the output tray. If the paper output is curled, remove the paper from the paper tray and load it again after turning it over.
Windows 95 / 98 / NT 4.0: The computer doesn't recognize the installed printer options.	If the connection to the printer is not bi-directional, the computer does not recognize the installed printer options. Setting of the options might not be specified correctly. In this case specify which options you have installed using the printer driver. **Reference** For more information on setting options for the printer driver, see “Installing the PCL5e / 6 Printer Driver”, “Installing the PostScript Printer Driver” in the “Setup Guide”.
Windows 3.1x: The printer can not be sent.	The memory buffer might be full. Remove the check mark from the **[Use Print Manager]** check box, or make the timeout setting longer.

Note

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

Removing Misfed Paper

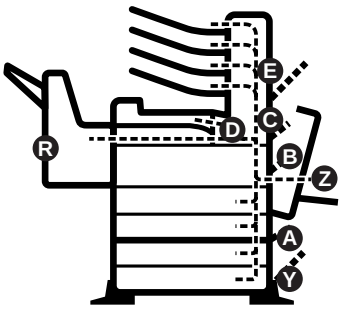
When a paper misfeed occurs, an error message appears on the panel display. The procedure you should follow to remove the misfed paper depends on the location of the misfeed, which is indicated on the panel display.

⚠ ***CAUTION:***

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

Important

❒ More than one misfed area might be indicated. In this case, check every applicable area. See the following illustrations.



ZAEY060E

❒ If paper continues to misfeed, check the following points.

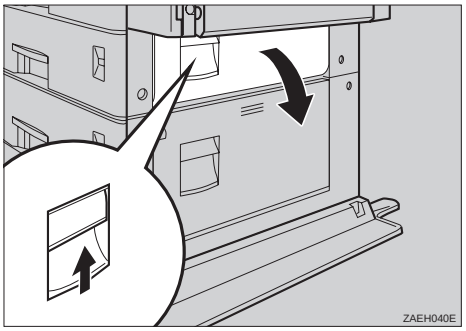
- Confirm that the setting of the paper size dial matches the size and feeding direction of the paper loaded in the paper tray.
- Confirm that the toner bottle is set correctly.

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

❒ Do not leave any torn paper scraps within the printer.

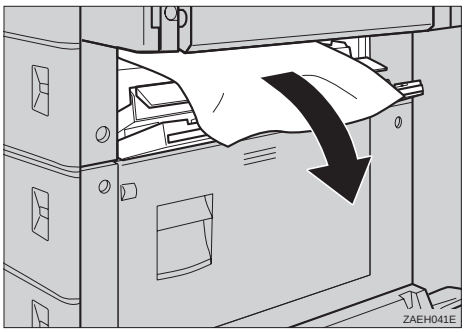
When "Misfeed: A" Appears

1 **Open lower right cover 1.**



ZAEH040E

2 **Remove the misfed paper from inside of lower right cover 1.**



ZAEH041E

3 **Close lower right cover 1.**

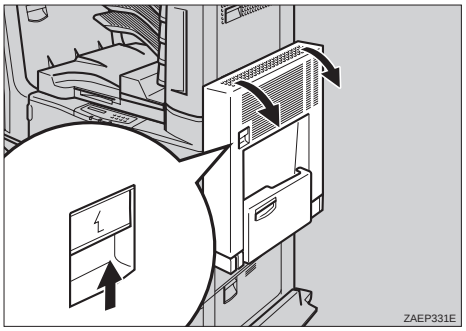
Note

❒ Close the cover by pushing the center area of the cover.

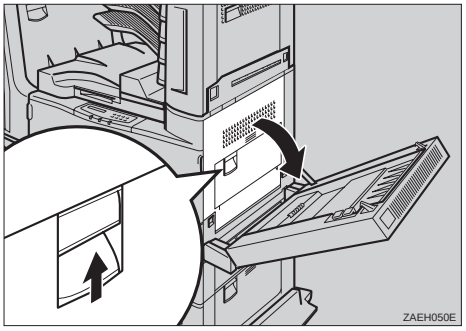
5

When "Misfeed: B" Appears

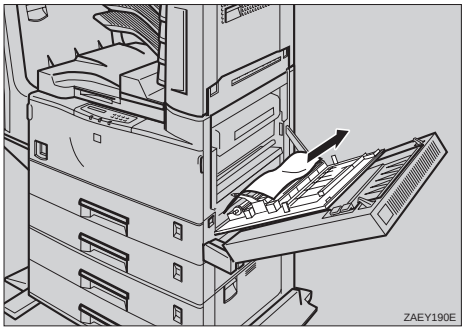
1. Open the duplex unit by lifting the catch.



2. Open the right cover by lifting the catch.

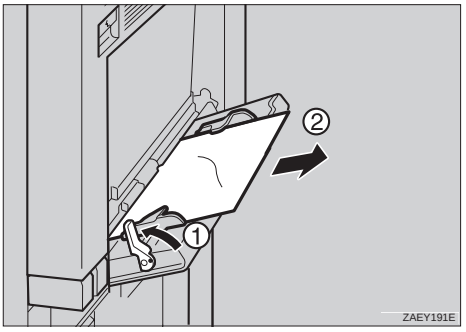


3. Remove the misfed paper from inside of the right cover.



4. Close the right cover before closing the duplex unit.

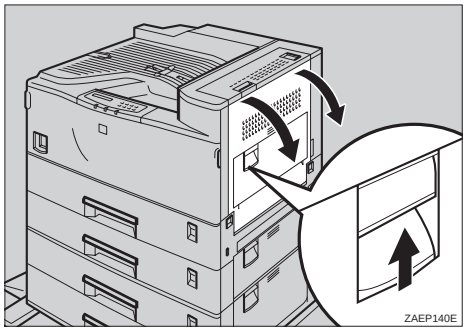
5. If the misfed paper is inside of the bypass tray, while lifting the paper guide lever (①), remove the misfed paper (②).



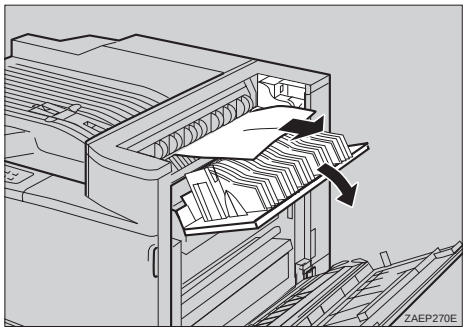
When "Misfeed: C" Appears

When the Interchange Unit is not Installed

1. Open the right cover by lifting the catch.



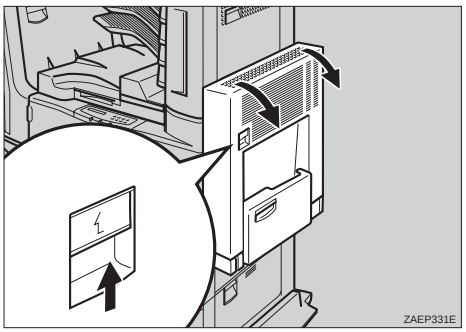
2. Open the upper right cover by pulling the handle, and remove the misfed paper.



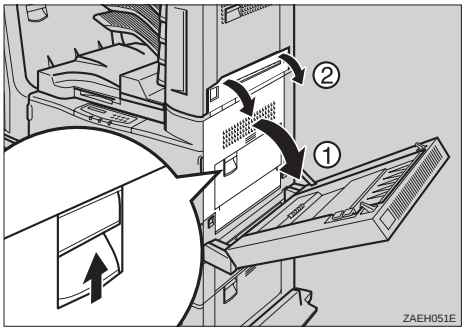
3 Close the upper right cover before closing the right cover.

When the Interchange Unit is Installed

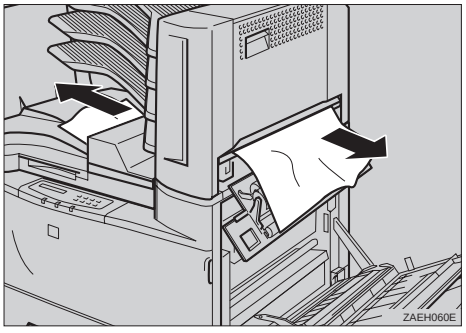
1 Open the duplex unit by lifting the catch.



2 Open the right cover by lifting the catch (①), and open the upper cover of the interchange unit by pulling the handle (②).



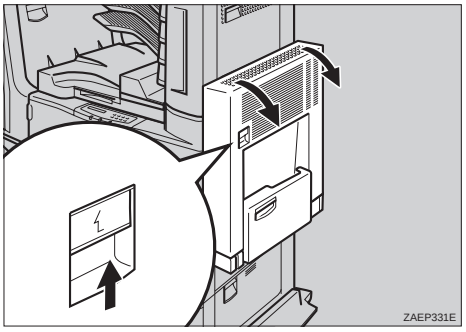
3 Remove the misfed paper.



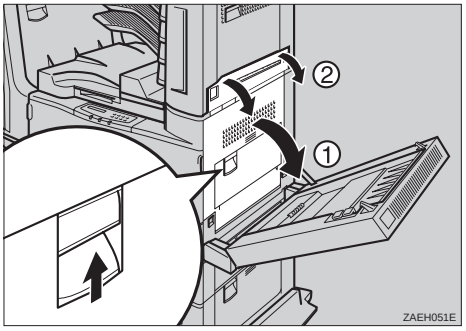
4 Close the covers in the following order: the upper right cover, the right cover, and the duplex unit.

When "Misfeed: D" Appears

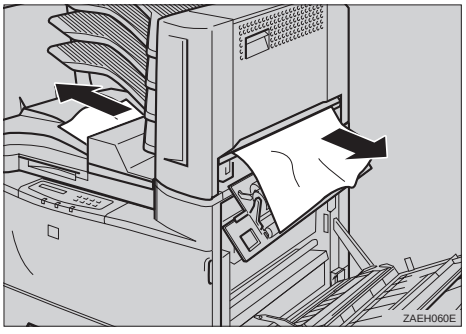
1 Open the duplex unit by lifting the catch.



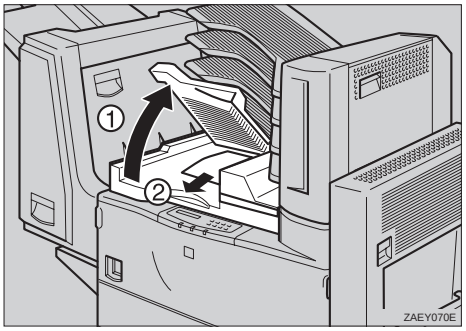
2 Open the right cover by lifting the catch (①), and open the upper cover of the interchange unit by pulling the handle (②).



3 Remove the misfed paper.

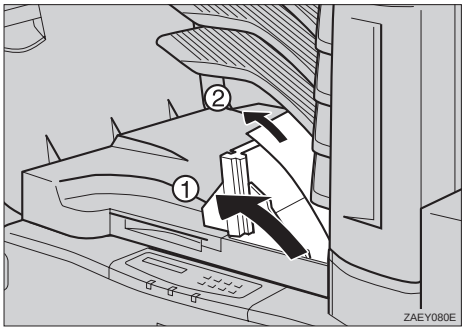


4 If the misfed paper is not removed in step 3, open the upper cover of the bridge unit, and remove the misfed paper.



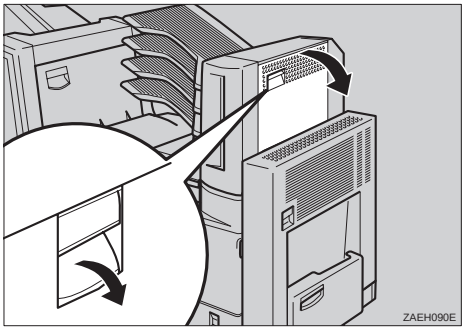
5 Close the cover of the bridge unit.

6 If the misfed paper is not removed in step 4, open the right cover of the bridge unit (①), and remove the misfed paper (②).

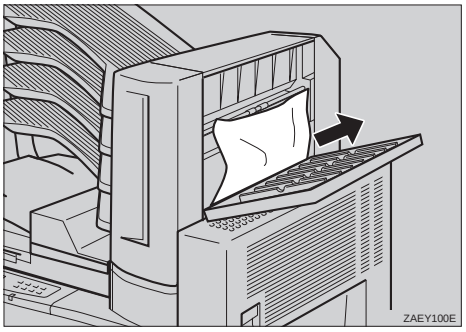


When "Remove Misfeed from Mailbox" Appears

1 Open the cover of the mailbox.



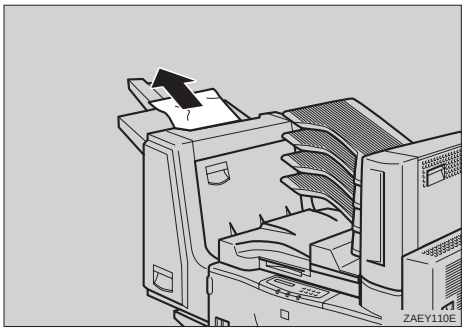
2 Remove the misfed paper.



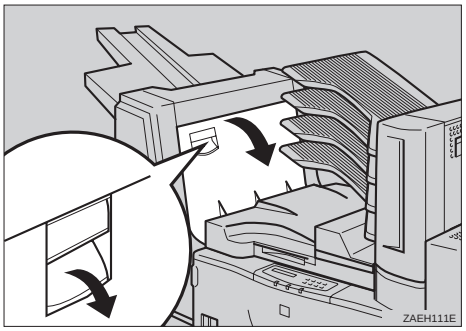
3 Close the cover of the mailbox.

When "Remove Misfeed From Finisher" Appears

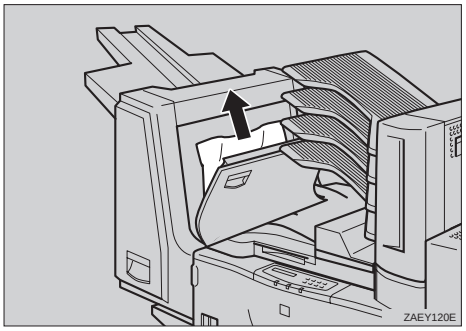
1 Remove the misfed paper inside of the finisher tray.



2 If the misfed paper is not removed in step 1, open the right cover of the finisher.

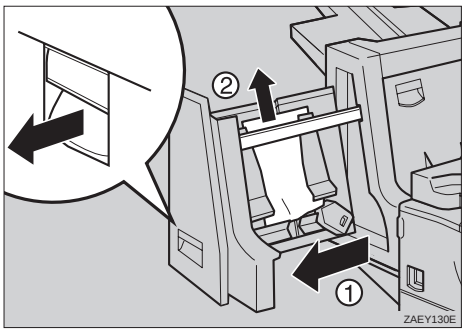


3 Remove the misfed paper.



4 Close the right cover of the finisher.

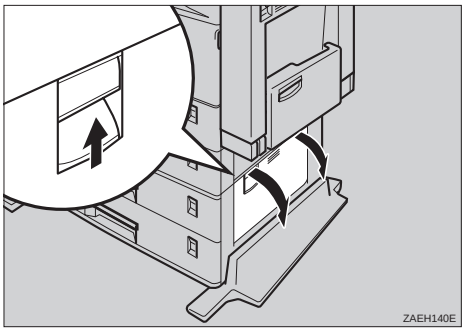
5 If the misfed paper is not removed in step 3, open the front cover of the finisher (①), and remove the misfed paper (②).



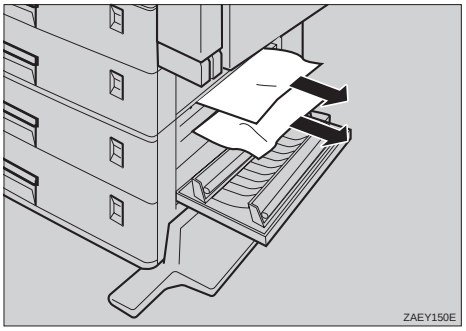
6 Close the front cover of the finisher.

When "Misfeed: Y" Appears

1 Open lower right cover 2.



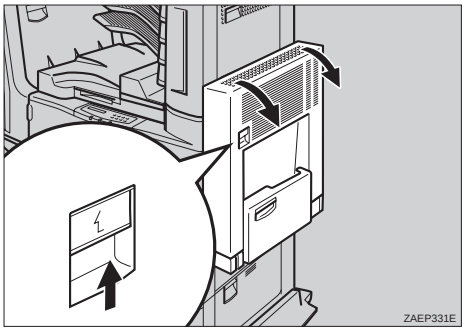
2 Remove the misfed paper inside of the cover.



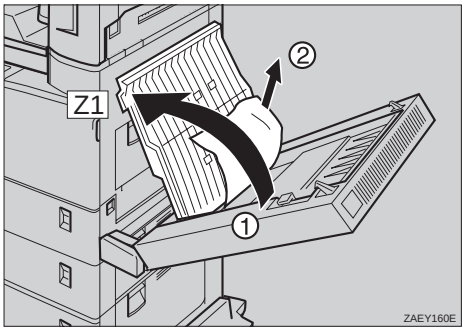
3 Close lower right cover 2.

When "Remove Misfeed from Duplex Unit" Appears

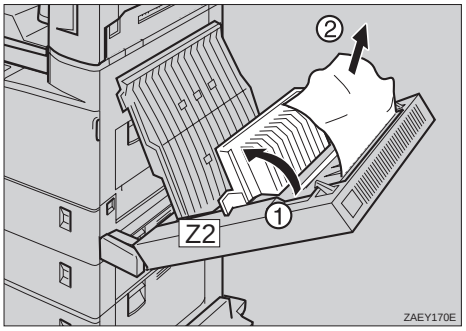
1. **Open the duplex unit by lifting the catch.**



2. **While lifting the lever, lift cover Z1 (①), and remove the misfed paper (②).**



3. **If the misfed paper is not removed in step 2, while lifting the lever, lift cover Z2 (①), and remove the misfed paper (②).**



4. **Close cover Z2, and then cover Z1.**

5. **Close the duplex unit.**

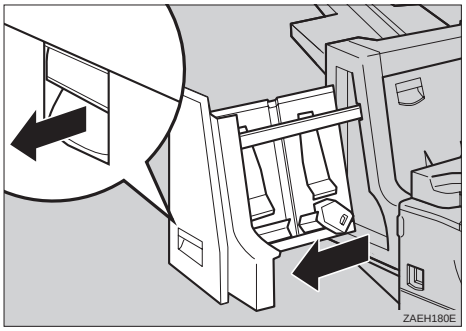
Adding Staples

When “Add Staples” appears on the panel display, the staples have run out. Follows these steps to add a new staple refill.

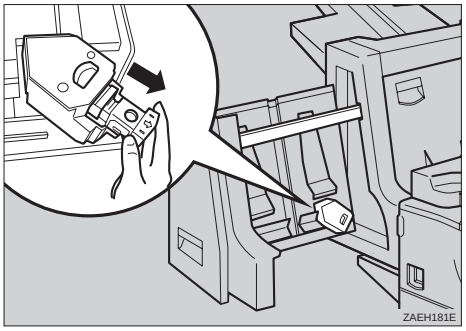
Note

❒ After adding the staple refill, staples might not be ejected for the first few times.

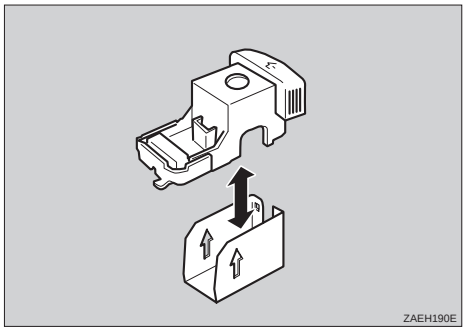
1 **Open the front cover of the finisher.**



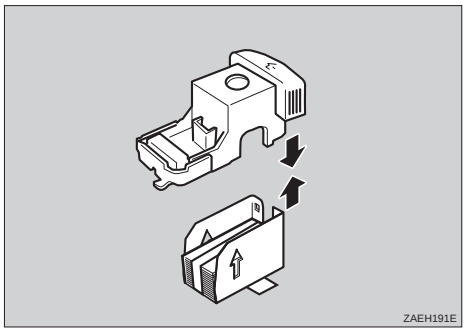
2 **Remove the empty cartridge.**



3 **Remove the empty refill case as shown in the illustration.**



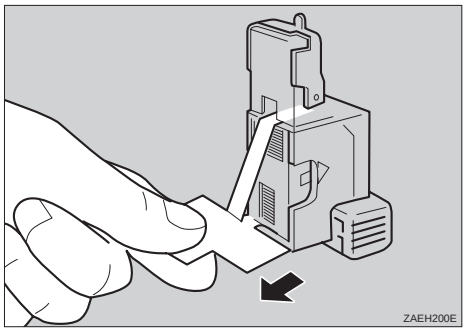
4 **Align the arrows on the new refill case and the cartridge, and push the new refill case in until it clicks.**



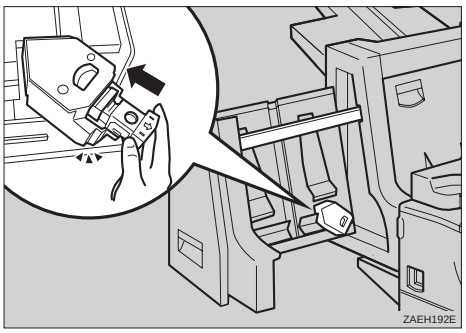
Note

❒ Do not remove the ribbon for bundling staples, before installing the cartridge.

5 **Pull out the ribbon used for bundling staples.**



6 **Reinstall the cartridge. It should click into place.**



7 **Close the front cover of the finisher.**

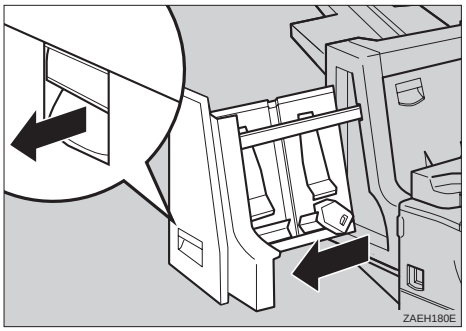
Removing Jammed Staples

If staples do not eject properly, they might be jammed.

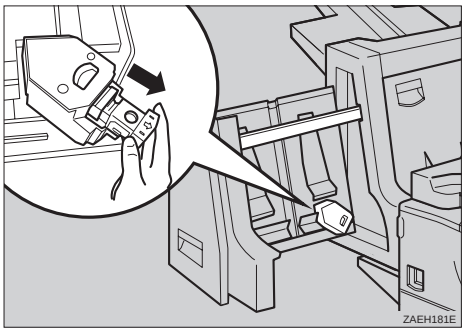
Note

- ❒ Staples might jam because of curled paper. In this case, try turning the paper over in the tray.
- ❒ After removing the jammed staples, staples might not be ejected for the first few times.

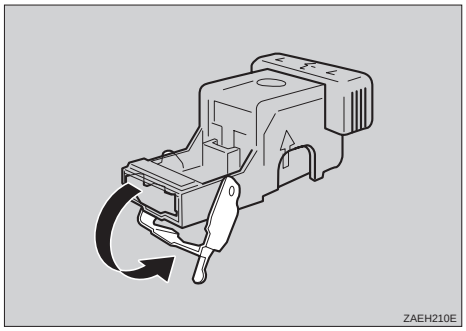
1 **Open the front cover of the finisher.**



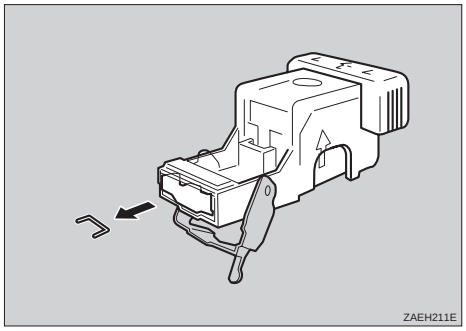
2 **Remove the cartridge.**



3 **Open the face plate of the cartridge.**

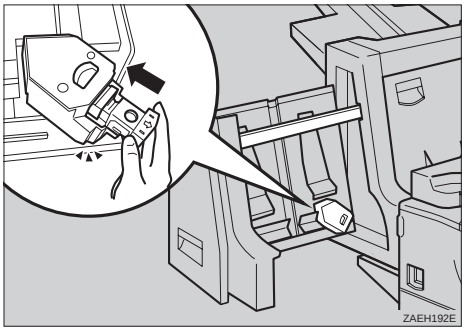


4 **Remove the jammed staples.**



5 **Close the face plate of the cartridge.**

6 **Reinstall the cartridge. It should click into place.**



7 **Close the front cover of the finisher.**

Replacing the Toner Bottle

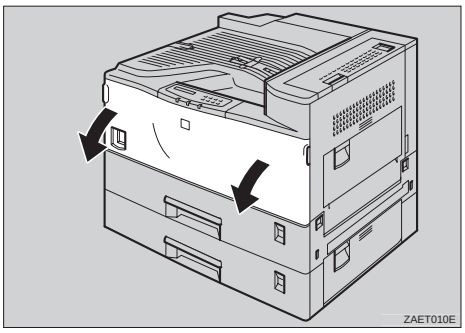
⚠ ***WARNING:***

- ***Do not incinerate spilled toner or used toner. Toner dust is flammable and might ignite when exposed to an open flame.***
- ***Disposal should take place at an authorized dealer or an appropriate collection site.***
- ***If you dispose of the used toner containers yourself, dispose of them according to local regulations.***

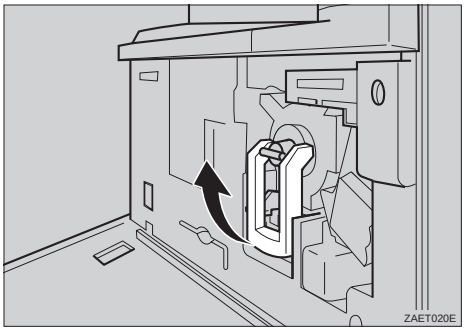
⚠ ***CAUTION:***

- *The inside of the machine becomes very hot. Do not touch the parts with a label indicating a "hot surface". Touching a "hot surface" could result in a burn injury.*
- *Do not eat or swallow toner.*
- *Keep toner (used or unused) and the toner cartridge 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 provided by an authorized dealer.*

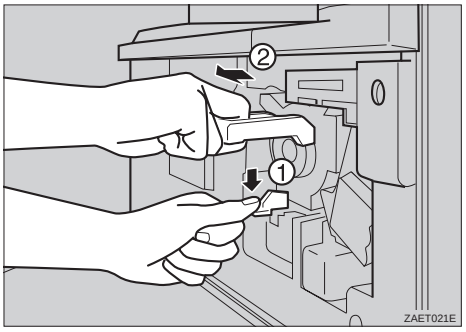
1 **Open the front cover.**



2 **Lift the green handle.**



3 **While pushing the green lever (①), hold the handle and slide the toner holder out slightly (②).**

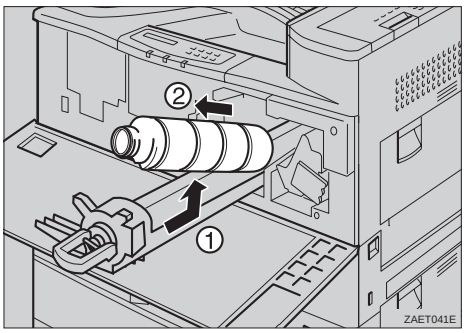


4 **Release the green lever and gently slide the toner holder out until it stops.**

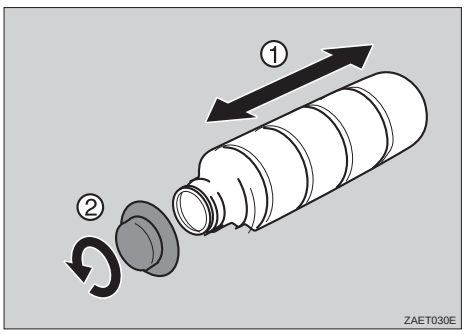
Important

❒ If you continue to push the green lever to slide the toner holder, the toner holder might be dropped.

5 **Press the toner bottle backward (①) to raise its head (②), then gently pull out the bottle.**



6 **Move the new toner bottle back and forth about 5 - 6 times (①), and remove the black cap of the new toner bottle by turning it counterclockwise (②).**



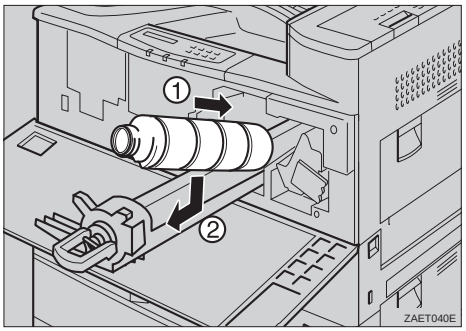
Important

❒ Do not remove the inside cap.

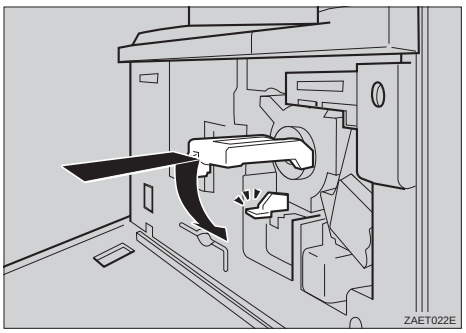
Note

❒ After removing the black cap from the bottle, toner can scatter easily. Do not shake or jar the bottle.

7 **Put the toner bottle on the printer side of the toner holder (①), then push its head downwards to lock it in place (②).**



8 **Slide the toner holder into the printer until it clicks into place, and push down the green handle.**



9 **Close the front cover.**

Replacing the Photo Conductor Unit

Preparation

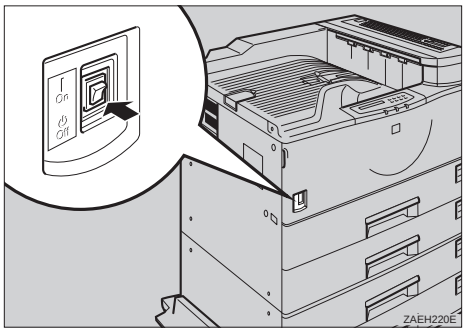
The photo conductor unit comes with the supplies required to maintain the printer.

If “Replace PCU” appears on the panel display, replace the photo conductor unit.

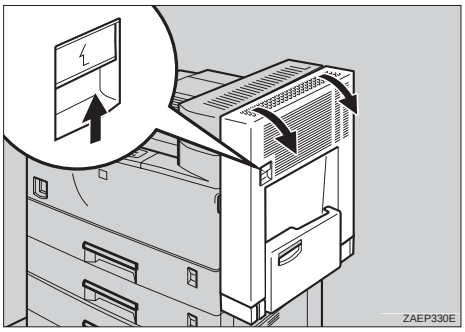
⚠ WARNING:

- ***Do not incinerate the used photo conductor unit. Toner dust might ignite when exposed to an open flame.***
- ***Disposal should take place at an authorized dealer or an appropriate collection site.***
- ***If you dispose of the used parts yourself, dispose of them according to local regulations.***

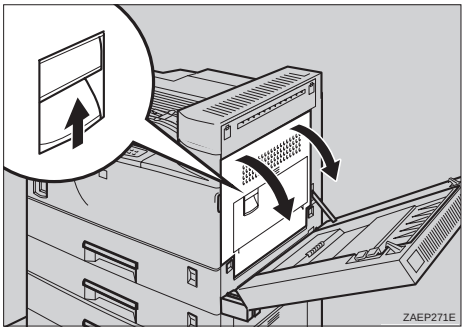
1 **Turn off the printer.**



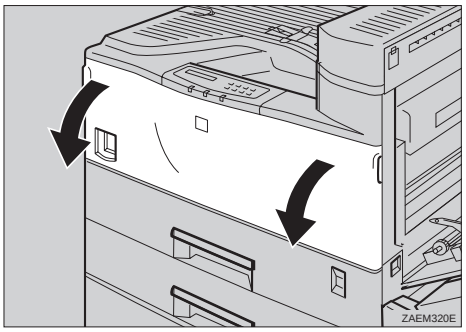
2 **If the duplex unit is installed, open the duplex unit by lifting the catch.**



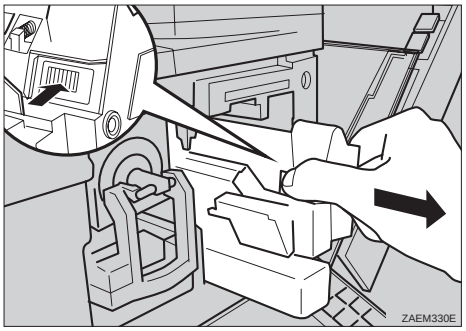
3 **Open the right cover of the printer by lifting the catch.**



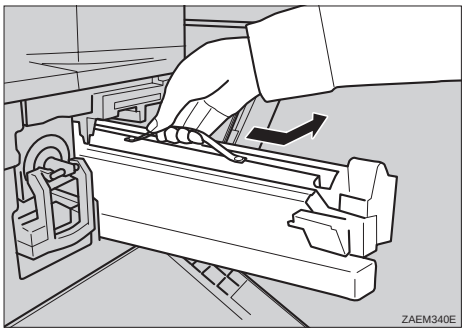
4 **Open the front cover.**



5 While pressing the green button, slide the photo conductor unit out until it stops.



6 Raise the green handle and slide the photo conductor unit out towards you.



Important

- ❒ Do not tilt or drop the removed photo conductor unit. Moving the unit abruptly can scatter toner.
- ❒ While the photo conductor unit is removed, do not change the toner.

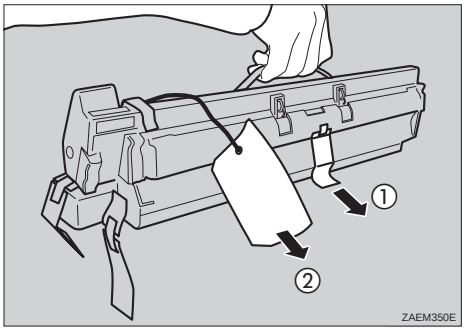
7 Take the new photo conductor unit from the box and remove the plastic bag, holding the handle.

Important

- ❒ Do not drop or change the removed photo conductor unit.
- ❒ Do not touch the side of the photo conductor unit.

8 Put the photo conductor unit removed in step 6 into the plastic bag emptied in step 7, keeping the unit at the same angle as when it was installed. Then, zip the plastic bag.

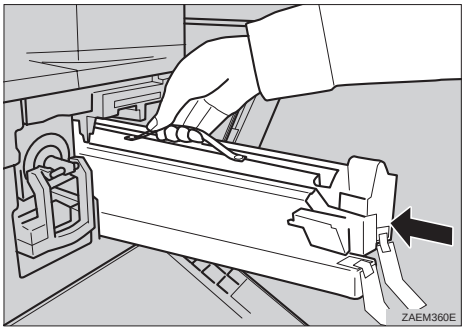
9 Remove the two red sheets from the photo conductor unit in the order shown in the illustration.



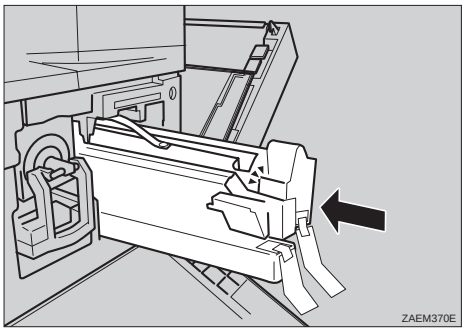
Important

- ❒ Remove the photo conductor unit keeping the unit parallel to the ground as shown in the illustration. Otherwise, the toner in the unit might scatter.
- ❒ Do not touch the inside of the unit or the green parts, after the black protection sheet is removed.

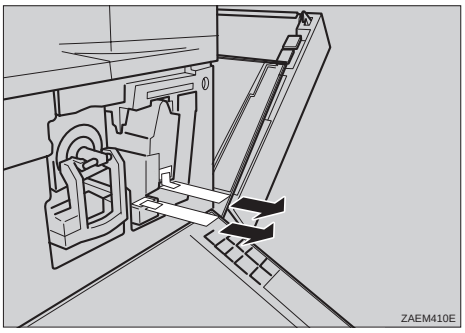
10 Align the new photo conductor unit onto the rail of the printer. Slide the unit all the way into the printer.



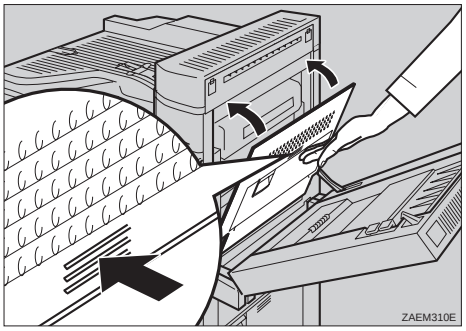
11 **Push the unit into the printer unit it clicks into place.**



12 **Remove the red sheet from the photo conductor unit and remove the two pieces of tape.**



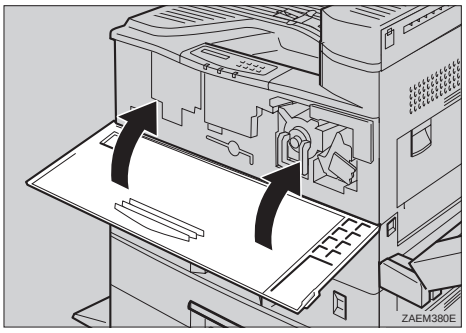
13 **Close the right cover of the printer.**



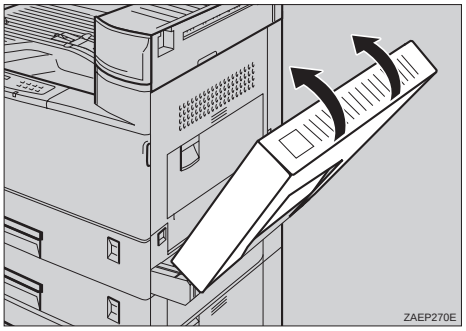
Note

❒ If the right side cover of the printer cannot be closed, it means that the photo conductor unit has not been properly installed. Slide the photo conductor unit out and push it into the printer again until it clicks into place.

14 **Close the front cover.**



15 **If the duplex unit is installed, close the duplex unit .**



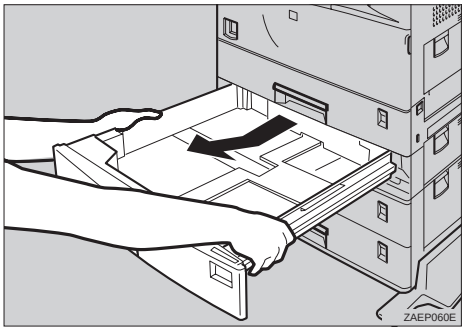
16 **Turn on the printer.**

After 1 minute, the display appears.

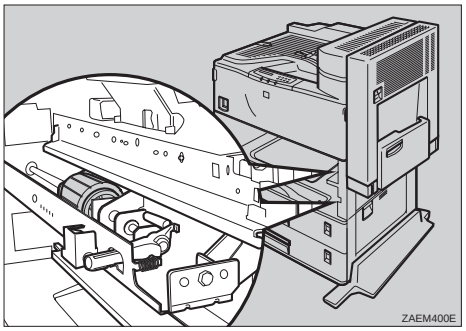
Cleaning the Paper Feed Roller

If the paper feed rollers are dirty by powdered paper, it might be occurred that paper is not feed correctly, or misfeed. In this case, clean the paper feed rollers. Follow these steps to clean the paper feed rollers of standard tray 1 and tray 2.

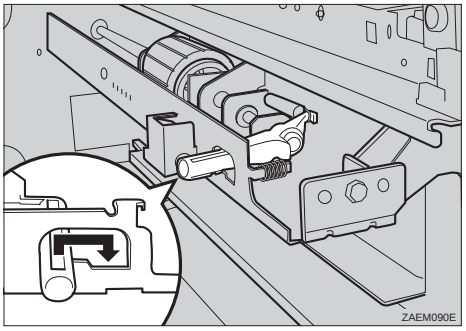
1 Slide tray 1 and tray 2 out until them stop. Raise the front end slightly and pull the trays forward.



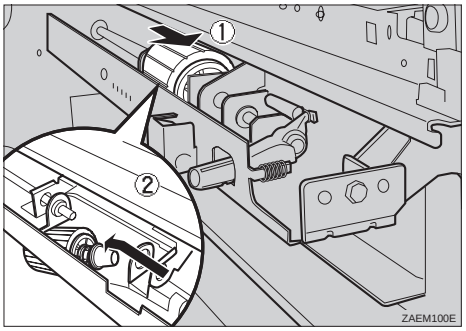
Confirm the position of the paper feed rollers as shown illustration.



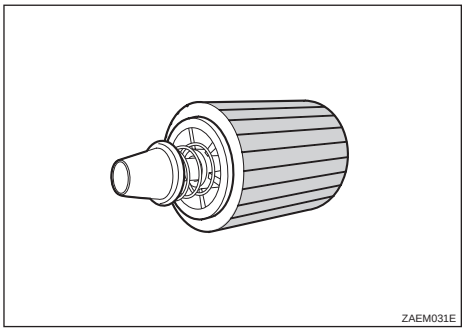
2 Raise slightly and pull the green lever that be attached the paper feed rollers inside the printer on the lower right side.



3 Pull the paper feed roller towards you (①), push it in a diagonally downward direction and remove it (②).



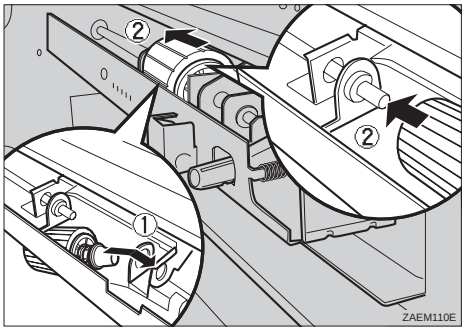
4 Wipe the rubber of the paper feed roller with a dry cloth.



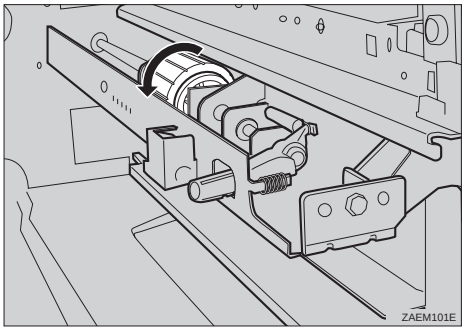
Important

❒ Do not wipe with a wet cloth, alcohol or cleanser.

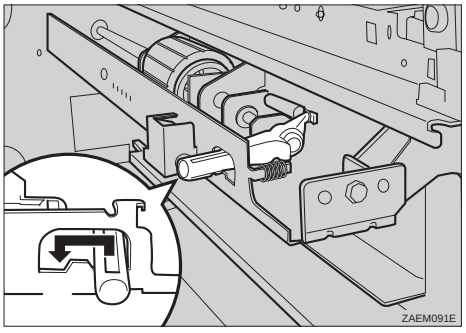
5 **Insert the projection of the paper feed roller into the hole (①). While pulling the roller, insert the roller into the rear shaft (②).**



6 **Check the motion of the paper feed roller to confirm that it is properly set.**

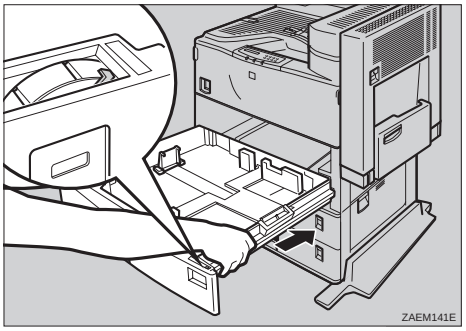


7 **Return the green lever to its original position.**



8 **Clean the paper feed rollers of tray 2, following the steps 2 to 7.**

9 **Hold tray 2 (with a lever on the paper size dial) with both hands, and slide it slowly into the second from the top until it stops.**



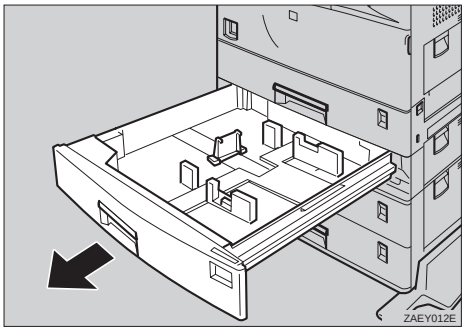
10 **Hold tray 1 with both hands, and slide it slowly until it stops.**

11 **If PS400 or PS440 (paper feed unit) is installed, clean the paper feed rollers of tray 3 or tray 4 following steps of tray 1 and tray 2.**

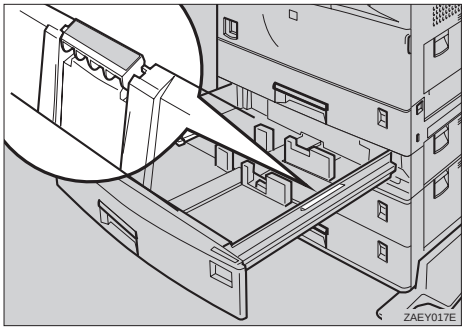
Cleaning the Friction Pad

If the friction pads are dirty, it might be occurred multiple pages or misfeed. In this case, clean the friction pads of the each tray. Follow these steps to clean the friction pads standard tray 2.

1 Slide tray 2 out until it stops.



2 Wipe the top of the friction pad with a dry cloth.



Important

❒ Do not wipe with a wet cloth, alcohol or cleanser.

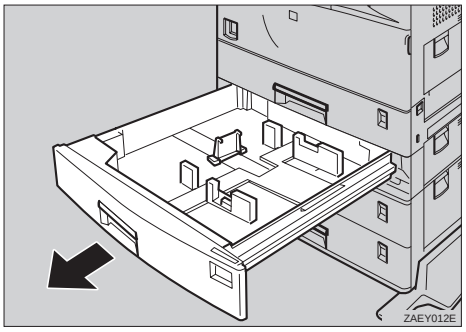
3 Slide tray 2 slowly until it stops.

4 If PS400 or PS440 (paper feed tray) is installed, clean the friction pads of tray 3 or tray 4 following steps of tray 1 and tray 2.

Cleaning the Pad inside of the tray

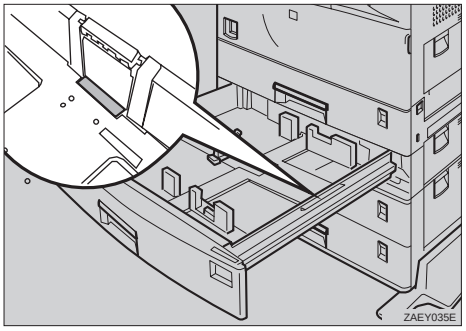
If the pad inside of the tray is dirty , it might be occurred multiple pages when paper is stacked a little. In this case, clean the pad of inside of the each tray. Follow these steps to clean the pad inside of standard tray 2.

1 Slide tray 2 out until it stops.



2 When there is paper in the tray, remove paper.

3 Wipe the pad inside of the tray with a dry cloth.



Important

❒ Do not wipe with a wet cloth, alcohol or cleanser.

4 Load paper and slide tray 2 slowly until it stops.

5 If PS400 or PS440 (paper feed unit) is installed, clean the friction pads of tray 3 or tray 4 following steps of tray 1 and tray 2.

Cleaning the Registration Roller

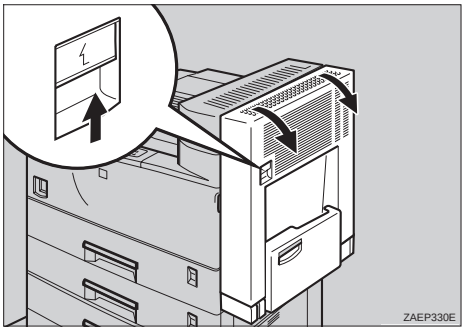
If you replace the maintenance kit, clean the registration roller inside of the printer.

⚠ ***CAUTION:***

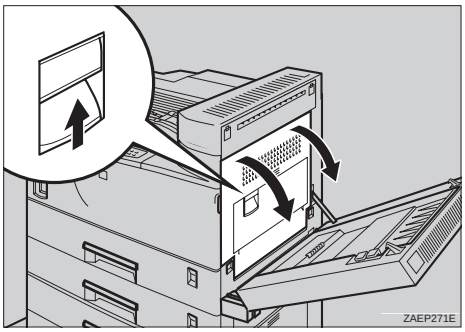
- *The inside of the machine becomes very hot. Do not touch the parts with a label indicating a "hot surface". Touching a "hot surface" could result in a burn injury.*

1 **Turn off the printer and wait for about 60 minutes before starting the cleaning.**

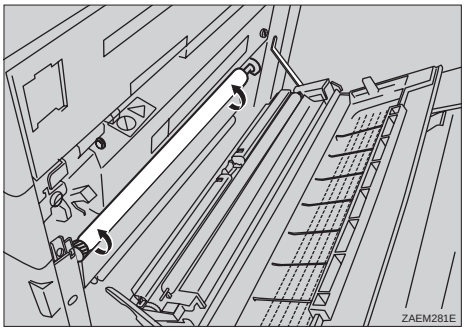
2 **When duplex unit is installed, open the duplex unit by lifting the catch.**



3 **When duplex unit is installed, open the duplex unit by lifting the catch.**



4 **Wipe the registration roller by turning with a dry cloth.**



Important

❒ Do not wipe with a wet cloth, alcohol or cleanser.

5 **Close the right cover and duplex unit.**

Menu Chart

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

Category	Function Menu	
Proof Print ⇒ P.93 *"Proof Print Menu"*	Print File	
	Delete File	
	Show Error Log	
Job Control ⇒ P.94 *"Job Control Menu"*	Paper Input	Tray Priority
		Tray Locking
		Tray Paper Size
		Bypass Size
		Paper Type
	Output Tray	
	Print Quality	Edge Smoothing
		Resolution
		Image Density
		Toner Saving
	System	Print PS Errors
		I/O Timeout
		Energy Saver 1
		Energy Saver 2
		I/O Buffer
		Unit
	PCL Menu	Orientation
		Form Lines
		Font Source
		Font Number
		Point Size
		Font Pitch
		Symbol Set

Category	Function Menu
Network Setup ⇒ P.101 *"Network Setup Menu"*	IP Address
	Subnet Mask
	Gateway Address
	Access Control
	Access Mask
	Network Boot
	Frame Type(NW)
	ActiveProtocols
Maintenance ⇒ P.103 *"Maintenance Menu"*	Restart Printer
	Menu Reset
	Hex Dump
	Registration
List Print ⇒ P.105 *"List Print Menu"*	Config. Page
	Menu List
	PCL Font List
	PS Font List
	Disk Directory
Language ⇒ P.106 *"Language Menu"*	

Accessing the Main Menu

Confirm that the printer is offline. If not, take the printer offline.

Press **【Menu】** to display the “Main Menu” on the panel display.

The “Main Menu” has the following six menus, which can be displayed one by one using 【▼】 or 【▲】.

- Proof Print
- Job Control
- Network Setup
- Maintenance
- List Print
- Language

Note

❒ 【▼】: Press to go to the next page.

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

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

❒ After making the printer's settings, press **【On Line】** to return to the ready condition.

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

Making Printer Settings with the Operation Panel

1. **Press 【Menu】.**
   The “Main Menu” appears.
2. **Search for the desired menu with 【▼】 or 【▲】.**
   The desired menu appears.
3. **Press 【Enter】.**
4. **Search for the desired menu with 【▼】 or 【▲】.**
   The desired menu or parameter appears.

   Note
   ❒ “✳” shown in front of an item indicates that the item is currently selected.
5. **Press 【Enter】.**
   The specified item appears.
6. **If necessary, repeat steps 4 and 5 until you complete the desired settings.**

   Note
   ❒ 【Escape】: Press to return to the previous menu. If you press this key before pressing 【Enter】, the adjusted data is canceled.

Proof Print Menu

There are 3 menus in the “Proof Print” menu.

- Print File
- Delete File
- Show Error Log

Reference

For more information on “Proof Print”, see P.107 *“Using the Proof Print”*.

Proof Print Parameters

❖ Proof Print

Menu	Description
Print File	Select a proof print file and print it.
Delete File	Select a proof print file and delete it.
Show Error Log	Show the error log in the proof print job.

Job Control Menu

There are 5 menus in the “Job Control” Menu.

- Paper Input
- Output Tray
- Print Quality
- System
- PCL Menu

Job Control Parameters

❖ Paper Input 1/3

Menu	Description
Tray Priority	You can specify the default tray. The tray selection specified with the printer driver overrides the one specified here. In DOS printing, the tray specified here is used, when no tray is specified for a print job. Tray1, Tray2, Tray3, Tray4 **Note** ❒ Default: *Tray1* ❒ Only the installed trays appear on the panel display. ❒ It is recommended that you load paper having the size and direction you frequently use in the tray selected with the "Tray Priority".
Tray Locking	If you use several different kinds of paper, you can lock a tray to prevent printing on wrong paper. If you want to select a locked tray, specify the paper tray using the printer driver. None, Tray1, Tray2, Tray3, Tray4 **Note** ❒ Default: *None* ❒ Only the installed trays appear on the panel display. ❒ You cannot lock multiple trays at once. ❒ When a locked tray is specified using the printer driver, the printer does not search for any other tray.

❖ Paper Input $^{2}/_{3}$

Menu	Description
Tray Paper Size	You should specify the paper size for those not indicated on the paper size dials of Tray 1, Tray 2, Tray 3 and Tray 4. When you specify the sizes that are not indicated on the paper size dial of Tray 1, Tray 2, Tray 3 or Tray 4, you should set the dial to "✳" and then specify the paper size here. ❖ **Tray 1** For more information on paper sizes that can be set in Tray 1, see P.27 *"Paper and Other Media"*. ❖ **Tray 2** For more information on paper sizes that can be set in Tray 2, see P.27 *"Paper and Other Media"*. ❖ **Tray 3 (option)** For more information on paper sizes that can be set in Tray 3, see P.27 *"Paper and Other Media"*. ❖ **Tray 4 (option)** For more information on paper sizes that can be set in Tray 4, see P.27 *"Paper and Other Media"*. **Note** ❒ Only the installed trays appear on the panel display.
Bypass Size	You can specify the paper size for the bypass tray. **Note** ❒ Default: *A4 (Metric version) or 8 $^{1}/_{2}$" × 11" (Inch version)* ❒ width:90mm (3.54") to 297mm (11.69") ❒ length:148mm (5.82") to 432mm (17")

❖ Paper Input $^{3}/_{3}$

Menu	Description
Paper Type	You can specify the type of the paper in Tray 1, Tray 2, Tray 3, Tray 4 and PS420. If you want to specify the paper type, do not select "Auto" in the "Tray Priority" menu. Select the tray you want to use. • Plain Paper • Recycled Paper • Special Paper **Note** ❒ Default: *Plain Paper* ❒ "Special Paper" refers to a paper type other than plain paper or recycled paper, such as colored paper. ❒ Only the installed trays appear on the panel display. ❒ If you select "Special Paper" for all trays, the paper is fed from the tray you selected in the "Tray Priority" menu. ❒ If you select "Auto" in the "Tray Priority" menu, the printer automatically chooses the tray having plain paper. If no tray has plain paper, the printer chooses the tray having recycled paper.

❖ Paper Output

Menu	Description
Output Tray	You can specify the output tray for printing. The tray selection specified with the printer driver overrides the one specified here. Standard Tray, Finisher Tray, Mailbox Tray1, Mailbox Tray2, Mailbox Tray3, Mailbox Tray4 **Note** ❒ Default: *Standard Tray* ❒ Only the installed trays appear on the panel display.

❖ Print Quality

Menu	Description
Edge Smoothing	You can specify whether the Edge Smoothing feature is enabled. • On • Off **Note** ❒ Default: *On* ❒ If "Edge Smoothing" is "On", "Toner Saving" is ignored even if it is "On".
Resolution	You can specify the print resolution in dots per inch. • 600 dpi (PCL 5e, PCL 6, PS, TIFF) • 400 dpi (TIFF) • 300 dpi (PCL 5e, PS, TIFF) • 200 dpi (TIFF) **Note** ❒ Default: *600 dpi* ❒ The resolution specified with the printer driver overrides the one specified here.
Image Density	You can specify the print image density. Lighter +3, Lighter +2, Lighter +1, Normal, Darker +1, Darker +2, Darker +3 **Note** ❒ Default: *Normal* ❒ When you want to have darker image under high volume printing, we highly recommend to select Darker+3 through operation panel to keep better image density.
Toner Saving	You can specify whether or not the Toner Saving feature is enabled. • Off • On **Note** ❒ Default: *Off* ❒ If "Edge Smoothing" is "On", "Toner Saving" is ignored even if it is "On".

❖ System 1/2

Menu	Description
Print PS Errors	You can specify whether the PS error sheet should be printed. • Off • On **Note** ❒ Default: *Off*
I/O Timeout	You can specify how many seconds the printer should wait before ending a print job. If data from other ports often appear in the middle of your print job, you should increase the timeout value. 15 seconds, 30 seconds, 60 seconds, 180 seconds, 300 seconds **Note** ❒ Default: *30 seconds*
Energy Saver 1	You can specify the length of time the printer should wait before switching to Energy Saver mode level 1. This Energy Saver mode reduces electric power consumption. Off, 1 minute, 3 minutes, 5 minutes, 10 minutes **Note** ❒ Default: *10 minutes* ❒ If there is an error in your printer, the printer will not switch to Energy Saver mode level 1. Power Consumption is reduced by about 40% compared to the stand by mode. ❒ When the printer switches to Energy Saver mode level 1, the **Power** indicator turns off, the **On Line** indicator stays on, and "Energy Saver 1" is displayed on the panel display.
Energy Saver 2	You can specify the time the printer should wait before switching to Energy Saver mode level 2. This Energy Saver mode reduces electric power consumption. Off, 15 minutes, 30 minutes, 1 hour, 2 hours, 3 hours **Note** ❒ Default: *15 minutes* ❒ If there is an error in your printer, the printer will not switch to Energy Saver mode level 2. Power Consumption is reduced by about 60% compared to the stand by mode. ❒ When the printer switches to Energy Saver mode level 2, the **Power** indicator turns off, the **On Line** indicator stays on, and "Energy Saver 2" is displayed on the panel display.

❖ System 2/2

Menu	Description
I/O Buffer	You can specify the size of the I/O Buffer. Normally it is not necessary to change this setting. 16KB, 32KB, 64KB, 128KB, 256KB, 512KB, **Note** ❒ Default: *32KB*
Unit	You can specify the unit. mm, inch **Note** ❒ Default: *Default depends on Metric or Inch version.*

❖ PCL Menu 1/2

Menu	Description
Orientation	You can specify the page orientation. The tray selection specified with the printer driver overrides the one specified here. • Portrait • Landscape **Note** ❒ Default: *Portrait*
Form Lines	You can specify the number of lines per page. 5-128 **Note** ❒ Default: *64* (Metric version), *60* (Inch version)
Font Source	You can specify the location of the default font. • Internal • Download **Note** ❒ Default: *Internal* ❒ When you select "Download", you can select only downloaded fonts on the RAM.
Font Number	You can specify the ID for the default font you want to use. • 0 to 52 (for Internal) • 1 to N (for Download source) **Note** ❒ Default: *0* ❒ "N" depends on how many fonts you have downloaded.

❖ PCL Menu 2/2

Menu	Description
Point Size	You can specify the value for the point size you want to use for the selected font. 4.00 to 999.75 by 0.25 **Note** ❒ Default: *12.00* ❒ This setting is effective only for a variable-space font.
Font Pitch	You can specify the number of characters per inch you want to use for the selected 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 selected font. The available options are as follows. Roman-8, Win L1, Win L2, Win L5, Win 3.0, Legal, ISO L1, ISO L2, ISO L5, ISO 4, ISO 6, ISO 11, ISO 15, ISO 17, ISO 21, ISO 60, ISO 69, PC-8, PC-850, PC-852, PC-8 D/N, PC8-TK, VN Math, VN US, VN Intl, MS Publ, Pifont, Desktop, Math-8, PS Text, PS Math **Note** ❒ Default: *Roman-8*

Network Setup Menu

Reference

For more information on "Network Setup", see "Configuring the Printer for the Network with the Operation Panel" in the "Setup Guide".

❖ Network Setup 1/2

Menu	Description
IP Address	You can specify the IP Address. **Note** ❒ Default: *011.022.033.044*
Subnet Mask	You can specify the Subnet Mask. **Note** ❒ Default: *All zero*
Gateway Address	You can specify the Gateway Address. **Note** ❒ Default: *All zero*
Access Control	You can specify the Access Control Address. **Note** ❒ Default: *All zero*
Access Mask	You can specify the Access Control Mask. **Note** ❒ Default: *All zero*
Network Boot	You can specify the Network Boot of TCP / IP. None, RARP + TFTP, BOOTP, RARP & BOOTP, DHCP, ARP + PING, ARP & RARP, ARP & BOOTP, ARP&RARP&BOOTP **Note** ❒ Default: *None*

❖ Network Setup $^{2}/_{2}$

Menu	Description
Frame Type(NW)	You can specify the Frame Type of Netware. Auto select, Ethernet II, Ethernet 802.3, Ethernet 802.2, Ethernet SNAP **Note** ❒ Default: *Auto select*
ActiveProtocols	You can specify the Active Protocols. All Active, None, TCP / IP Only, NetWare Only, TCP / IP & NetW, ATalk Only, TCP / IP & ATalk,NetWare & ATalk , NetBEUI & ATalk, TCP & NW & ATK, NetBEUI only, TCP / IP & NB, NetBEUI & NetW, TCP & NB & NW, NetBEUI & ATalk, TCP & NB & ATK, NB & NW & ATalk **Note** ❒ Default: *All Active*

Maintenance Menu

There are 4 menus in the “Maintenance” Menu.

- Restart Printer
- Menu Reset
- Hex Dump
- Registration

Maintenance Parameters

❖ Restart Printer

Menu	Description
Restart Printer	You can restart the printer.

❖ Menu Reset

Menu	Description
Menu Reset	You can reset the menu settings to the factory default except "Registration", "I/O Buffer", "Image Density" and "Network Setup" settings.

❖ Hex Dump

Menu	Description
Hex Dump	You can choose to print the Hex Dump or not. With this feature "On", all data sent to the printer is printed in hexadecimal character representation. • On • Off **Note** ❒ Default: *Off*

❖ Registration

Menu	Description
Vertical	You can change the position of the printed image on the vertical tray so that it can match that of the standard paper tray. All Trays, Bypass Tray, Duplex Unit from –9.0 to 9.0 **Note** ❒ Default: *0*
Horizontal	You can change the horizontal position of the printed image on the fed paper so that it matches that of the standard paper tray. Tray 3, Tray 4, Bypass Tray, Duplex Unit from –9.0 to 9.0 **Note** ❒ Default: *0*

List Print Menu

There are 5 menus in the “List Print” Menu.

- Config. Page
- Menu List
- PCL Font List
- PS Font List
- Disk Directory

List Print Parameters

❖ List Print

Menu	Description
Config. Page	You can print the current configuration of the printer. ⇒ "Printing a configuration page" in the "Setup Guide"
Menu List	You can print the Menu List which shows the function menu of this printer.
PCL Font List	You can print a list of the installed PCL font.
PS Font List	You can print a list of the installed PS font.
Disk Directory	You can print a list of the HDD directory.

Language Menu

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

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

Note

❒ Default: *English*

Printing with the Operation Panel

Using the Proof Print

Use this function to print only one printing of a multiple print job. The other printings are saved in the printer. The saved job can be printed from the printer's operation panel.

Limitation

❒ To use this function, the optional Printer Hard Disk Type 185 must be installed on your printer.

Note

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

❒ You can identify the file you want to print by the User IDs 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. As an example, the printer can save up to 30 jobs or 2,000 pages. It depends on the data volume.

❒ If the first printing of the proof print file is not what you expected and you do not want to print the remaining printings, delete the proof print file using the operation panel. If you print the remaining printings of the proof print file, the job in the printer is deleted automatically.

Printing a Proof Print File

1 **Press [Menu].**

The following message appears on the panel display.

```
Main Menu:
 Proof Print
```

2 **After confirming that "Proof Print" is displayed, press [Enter].**

3 **After confirming that "Print File" is displayed, press [Enter].**

```
Proof Print:
 Print File
```

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

```
Print File:
 08:56 ABCD1234
```

The following message appears on the panel display.

```
Q'ty(1-999):   1
Press Enter (#)
```

5 **Press [▲] or [▼] to set the number of copy printings.**

Note

❒ You can set the number of copy printings up to 999.

```
Q'ty(1-999):   6
Press Enter (#)
```

6 **Press [Enter].**

Deleting a Proof Print File

If the printed document is not what you expected, you can delete the proof print file. You can then revise it and print again until the settings become OK.

1 **Press [Menu].**

2 **After confirming that "Proof Print" is on the display, press [Enter].**

```
Main Menu:
 Proof Print
```

3 **Press [▼] or [▲] until "Delete File" appears, and then press [Enter].**

```
Proof Print:
 Delete File
```

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

```
Delete File:
 22:07 EFGH5678
```

The following message appears on the panel display.

```
22:07 EFGH5678:
Delete? Yes=#
```

5 **Press [Enter].**

This starts deleting a proof print file after the following message appears on the panel display.

```
Deleted
```

Checking the Error Log

1 **Press [Menu].**

2 **After confirming that "Proof Print" is on the display, press [Enter].**

```
Main Menu:
 Proof Print
```

3 **Press [▼] or [▲] until "Show Error Log" appears, and then press [Enter].**

```
Proof Print:
 Show Error Log
```

The following message appears on the panel display.

```
Show Error Log:
 12:46 IJKL9012
```

Note

- ❒ You can check the other error logs by using [▼] or [▲].
- ❒ Press [Escape] to return to the previous menu.

Memory Capacity and Printer Function

The following table shows the typical memory requirements for each printer function.

Note

❒ Memory requirements depend on the complexly of the print data and the printing environment.

Functions	Required Options
Collating	Printer Feature Expander Type 185 or Printer Hard Disk Type 185
Stapling	SR720 (finisher)
Duplex Printing	Printer Feature Expander Type 185, AD370 (duplex unit)
Proof Printing	Printer Hard Disk Type 185

Moving and Transporting the Printer

⚠ ***CAUTION:***

- *When lifting the machine, use the grips on both sides of the machine. If you drop the machine, it could break or cause an injury.*
- *When you move the machine, remember to unplug the power cord from the outlet. When you pull the plug out of the socket, hold it by the plug. If the cord is pulled out of the socket abruptly, it could become damaged. Damaged plugs or cords can cause an electrical or fire hazard.*

When transporting paper, repack it with its original packing materials.

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.

Specifications

Mainframe

❖ **Configuration:**
Desktop

❖ **Print Process:**
Laser beam scanning & Electrophotographic printing
Dual component development

❖ **Printing Speed:**
Maximum 27 pages per minute (A4 long-edge feed or $8^1/_2$" × 11" long-edge feed, simplex)
Maximum 22 pages per minute (A4 long-edge feed or $8^1/_2$" × 11" long-edge feed, duplex)

❖ **Parallel Interface:**
Interface
Standard 36–pin printer cable and a parallel port on the host computer
IEEE 1284 I/F(Compatible, ECP, Nibble)

❖ **Network Cable:**
10BASE-T/100BASE-TX shielded twisted-pair (STP) cable and category/Type5 cable

❖ **Network:**
Topology
Ethernet 10BASE-T/100BASE-TX
Protocol
TCP/IP, IPX/SPX, NetBEUI, AppleTalk

❖ **Resolution:**
600 × 600 dpi (PCL 5e, PCL 6, PostScript 3)
300 × 300 dpi (PCL 5e, PostScript 3)

❖ **Printer Language:**
PCL 5e Emulation, PCL 6 Emulation, Adobe PostScript Level 3, Auto Sense

❖ **Fonts:**
PCL 5e, PCL 6
35 Intellifonts, 10 TrueType fonts, and 1 Bitmap font
PostScript
136 fonts (Type 2:24, Type 14:112)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media Supported by Your Printer"*

❖ **Paper Weight:**
⇒ P.27 *"Paper and Other Media Supported by Your Printer"*

❖ **Power Source:**
⇒ inside of the front cover of this manual

❖ **Power Consumption:**

Maximum (full options)	900W or less
Printing	550W or less
Energy Saver mode 1	40W or less
Energy Saver mode 2	25W or less

❖ **Noise Emission [*1]:**
Sound Power Level

	Mainframe only
During printing	69dB (A) with all options
Stand-by	40dB (A) with all options

Sound Pressure Level [*2]

	Mainframe only	Complete System [*3]
During printing	49dB (A)	56dB (A)

[*1] The above measurements made in accordance with ISO 7779 are actual value.
[*2] It is measured at the position of the bystander.
[*3] The Complete System consists of Mainframe, Finisher and Paper Feed Unit (PS440).

❖ **Dimensions:**

	Width	Depth	Height
Printer only (tray not extended)	550mm (21.7")	520mm (20.5")	516mm (20.3")
With full options	950mm (37.5")	520mm (20.5")	1140mm (44.9")

❖ **Weight:**
Approximately 40kg (88lb)

❖ **Warm-up Time:**
Less than 45 seconds (68°F or 20°C)

❖ **Paper Input Capacity:**

Standard paper tray	500 sheets × 2 *1
Optional bypass tray	100 sheets *1
Optional paper feed unit PS440	500 sheets × 2 *1
Optional paper feed unit PS420	2000 sheets *1
Optional paper feed unit PS400	500 sheets *1

*1 Paper weight: 80g / m^2, 20lb

❖ **Paper Output Capacity:**
Max. 1750 sheets (80g / m^2, 20lb)
If the paper is curled or if you use the guides, the output capacity is reduced.

❖ **Memory:**
Standard 16MB, up to 80MB (with optional Printer Feature Expander Type 185.)

❖ **Options Equipment:**

- PS400 (500-sheet paper feed unit)
- PS440 (1000-sheet paper feed unit)
- PS420 (2000-sheet paper feed unit)
- Bypass Tray Type 270
- Interchange Unit Type 280
- AD370 (duplex unit)
- CS370 (4-bin mailbox)
- Bridge Unit Type 270
- SR720 (1000-sheet finisher)
- Printer Feature Expander Type 185 (32MB or 64MB)
- Printer Hard Disk Type 185

Options

PS400 (500–sheet Paper Feed Unit)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 105g / m^2 (16 – 28lb)

❖ **Paper Capacity:**
500 sheets × 1 tray

❖ **Power Consumption:**
13W or less (Average)

❖ **Dimensions (W × D × H):**
550 × 520 × 134mm (21.7" × 20.5" × 5.3")

❖ **Weight:**
10.5kg (23.3lb)

PS440 (1000–sheet Paper Feed Unit)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 105g / m^2 (16 – 28lb)

❖ **Paper Capacity:**
500 sheets × 2 trays

❖ **Power Consumption:**
17W or less (Average)

❖ **Dimensions (W × D × H):**
550 × 520 × 271mm (21.7" × 20.5" × 10.7")

❖ **Weight:**
22kg (48.9lb)

PS420 (2000–sheet Paper Feed Unit)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 105g / m^2 (16 – 28lb)

❖ **Paper Capacity:**
2000 sheets

❖ **Power Consumption:**
14W or less (Average)

❖ **Dimensions (W × D × H):**
550 × 520 × 271mm (21.7" × 20.5" × 10.7")

❖ **Weight:**
23kg (51.1lb)

Bypass Tray Type 270

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 157g / m^2 (16 – 42lb)

❖ **Power Consumption:**
10W or less (Average)

❖ **Dimensions (W × D × H):**
125 × 495 × 163mm (4.9" × 19.5" × 6.4")

❖ **Weight:**
2.5kg (5.6lb)

Interchange Unit

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 105g / m^2 (16 – 28lb)

❖ **Power Consumption:**
10W or less (Average)

❖ **Dimensions (W × D × H):**
514 × 137 × 114mm (20.2" × 5.4" × 4.5")

❖ **Weight:**
2kg (4.4lb)

AD370 (Duplex Unit)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 105g / m^2 (16 – 28lb)

❖ **Printing Speed:**
22 ppm (A4 long-edge feed, $8^1/_2$" × 11" long-edge feed)

❖ **Power Consumption:**
10W or less (Average)

❖ **Dimensions (W × D × H):**
495 × 445 × 90mm (19.5" × 17.5" × 3.5")

❖ **Weight:**
6.3kg (14lb)

CS370 (4–bin Mailbox)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
60 – 105g / m^2 (16 – 28lb)

❖ **Stack Capacity:**
125 sheets (A4 long-edge feed, $8^1/_2$" × 11" long-edge feed: 80g / m^2, 22lb) / each bin

❖ **Power Consumption:**
17W or less (Average)

❖ **Dimensions (W × D × H):**
440 × 520 × 370mm (17.3" × 20.5" × 14.6")

❖ **Weight:**
7kg (15.6lb)

Bridge Unit Type 270

❖ **Paper Size (Proof Tray):**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Size (Bridge to the finisher):**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight (Proof Tray):**
60 – 157g / m^2 (16 – 42lb)

❖ **Paper Weight (Bridge to the finisher):**
60 – 105g / m^2 (16 – 28lb)

❖ **Output Capacity (Proof Tray):**
250 sheets (Smaller than A4, $8^1/_2$" × 11" : 80g / m^2, 20lb)
125 sheets (Larger than B4, $8^1/_2$" × 14" : 80g / m^2, 20lb)

❖ **Power Consumption:**
10W or less (Average)

❖ **Dimensions (W × D × H):**
500 × 425 × 148mm (19.7" × 16.7" × 5.8")

❖ **Weight:**
4.2kg (9.3lb)

❖ **Other:**
Full stack detection is available.

SR720 (1000–sheet Finisher)

❖ **Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Paper Weight:**
52 – 157g / m^2 (14 – 42lb) [*1]
[*1] When SR720 is used, paper weight is going to be as follows. 60 – 105b / m^2 (16 – 28lb)

❖ **Stack Capacity:**
1000 sheets (A4 long-edge feed, $8^1/_2$" × 11" or smaller : 80g / m^2, 20lb)
500 sheets (A4 short-edge feed, 11" × 17", $8^1/_2$" × 14", $8^1/_2$" × 11" short-edge feed)

❖ **Staple Capacity:**
30 sheets (A4, $8^1/_2$" × 11" or smaller : 80g / m^2, 22lb)
20 sheets (A3, B4 long-edge feed, $8^1/_2$" × 14" long-edge feed or larger)

❖ **Staple Paper Size:**
⇒ P.27 *"Paper and Other Media"*

❖ **Staple Position:**
1 position (upper left)

❖ **Shift Tray:**
Standard

❖ **Power Consumption:**
48W

❖ **Dimensions (W × D × H):**
568 × 520 × 625mm (22.4" × 20.5" × 24.6")

❖ **Weight:**
21kg (46.7lb)

Printer Feature Expander Type 185

❖ **Memory:**
32MB / 64MB

Printer Hard Disk Type 185

❖ **Storage Capacity (Formatted):**
Approx. 1.6GB

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