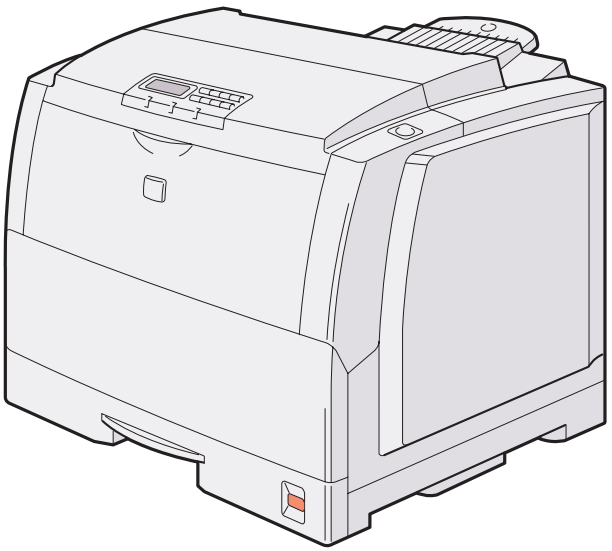
RICOH

RICOH COLOR LASER AP306/AP306D

Operating Instructions

Printer Reference



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

Introduction

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

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

Notes:

The name 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

Consumables:

Consumables	Name
Toner cartridges	COLOR TONER Type306 Cyan
	COLOR TONER Type306 Magenta
	COLOR TONER Type306 Yellow
	TONER Type306 Black
Other consumables	Waste Toner Bottle Type306
	Photo Conductor Unit Type306
	Fuser Oil Type306
	Charger Unit Type306

Power Source

120 V, 60 Hz, 10 A 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 1 laser device, safe for office/ EDP use. The machine contains 10-milliwatt, 760 - 800 nanometer wavelength, GaAIAs laser diode. Direct (or indirect reflected) eye contact with the laser beam might cause serious eye damage. Safety precautions and interlock mechanisms have been designed to prevent any possible laser beam exposure to the operator.

Laser Safety:

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

Important

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

Caution:

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

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

Trademarks

RICOH-SCRIPT2® is a registered trademark of Ricoh Company.

Microsoft®, Windows® and Windows NT® are registered trademarks of Microsoft Corporation in the United States and/or other countries.

Adobe®, PostScript®, Acrobat® and PageMaker® are registered trademarks of Adobe System Incorporated.

Ethernet® is a registered trademark of Xerox Corporation.

AppleTalk, Apple, Macintosh, TrueType and LaserWriter are registered trademarks of Apple Computer, Incorporated.

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

Notes:

Some illustrations might be slightly different from your machine.

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

Notes:

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

- Microsoft® Windows® 95 operating system
- Microsoft® Windows® 98 operating system
- Microsoft® Windows® 2000 Professional
- Microsoft® Windows® 2000 Server
- Microsoft® Windows NT® Server operating system Version 4.0
- Microsoft® Windows NT® Workstation operating system Version 4.0

Safety Information

When using your 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.***
- ***Confirm that the wall outlet is near the machine and freely accessible, so that in event of an emergency, it can be unplugged easily.***
- ***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 should 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.*
- *If you use this printer in a cold area, leave the printer on. Otherwise, severe cold might damage sensitive components inside the printer.*

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 60 minutes after the last operation has been completed when the Energy Level is set to level 1. 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.83 "*Using the Operation Panel*".

❖ Specifications

		Simplex printer	Duplex printer
Lower-power mode (Energy Saver mode)	Power Consumption	45 W or less	
	Default Time	60 minutes	

Recycled Paper

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

Manuals for This Printer

There are five manuals that separately describe the procedures for the installation of a printer and for the operation and maintenance of the printer and its optional equipment.

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

❖ **Quick Installation Guide**
Describes the procedures for installing the printer.

❖ **Setup Guide**
Describes the procedures and provides necessary information about setting up the printer and its options.

❖ **Printer Reference**
Describes the procedures and provides necessary information about using the printer and its options. The manual is included as a PDF file on the CD-ROM (this manual).

❖ **RICOH-SCRIPT2 Operating Instructions**
Describes the menus and features you can set using the RICOH-SCRIPT2 printer driver. The manual is provided as a PDF file which is included on the CD-ROM labeled “Printer Drivers and Utilities”.

❖ **Network Interface Board Operating Instructions**
Describes the procedures and provides necessary information about setting up and using the printer in a network environment. The manual is provided as a PDF file which is included on 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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1. Uninstalling the Printer Driver and Software

Uninstalling the IPDL-C Printer Driver

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

Follow the appropriate procedure below.

Windows 95/98 - Uninstalling the IPDL-C Printer Driver

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, 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 2000 - Uninstalling the IPDL-C Printer Driver

Limitation

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

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click 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 IPDL-C 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 taskbar, 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.

Uninstalling the RICOH-SCRIPT2 Printer Driver

This section describes how to uninstall the RICOH-SCRIPT2 printer driver. The actual procedure may differ depending on the operating system.

Follow the appropriate procedure below.

Windows 95/98 - Uninstalling the RICOH-SCRIPT2 Printer Driver

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

Windows 2000 - Uninstalling the RICOH-SCRIPT2 Printer Driver

Limitation

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

1. **Close all the applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and click [Printers].**
   The **[Printers]** window appears.
3. **Click 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 RICOH-SCRIPT2 Printer Driver

Limitation

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

1. **Close all applications that are currently running.**
2. **Click [Start] on the taskbar, point to [Settings], and then click [Printers].**

   The **[Printers]** window appears.
3. **Click the icon of the printer you want to remove.**
4. **On the [File] menu, click [Delete].**

   A confirmation dialog box appears.
5. **Click [Yes] to uninstall the printer driver.**

Macintosh - Uninstalling the RICOH-SCRIPT2 Printer Driver

1. **Drag the PPD file you want to uninstall inside the following folder to [Trash].**

   \System Folder\Extensions\Printer Descriptions
2. **Drag the PPD file you want to uninstall inside the following folder to [Trash].**

   \System Folder\Preferences\Printing Prefs\Parsed PPD Folder

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

IPDL-C 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.

Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- Windows 95:
  [General], **[Details]** and **[Sharing]**
- Windows 98:
  [General], **[Details]**, **[Color Management]** and **[Sharing]**

❒ Profiles set on the **[Color Management]** tab are not supported.

1 Click [Start] on the taskbar, 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 appear.

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 more information about the procedures, 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 appear.

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

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

Windows 2000 - Accessing the Printer Properties

Making printer default settings - Printer Properties

Limitation

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

Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Sharing]**, **[Ports]**, **[Advanced]**, **[Color Management]** and **[Security]**

1. **Click [Start] on the taskbar, 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 appear.

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 – Printing Preferences Properties

Limitation

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

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

   The **[Printers]** window appears.

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

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

   The Printing Preferences Properties appear.

4. **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 Printing Preferences Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

Note

❒ The actual procedures you should follow to open the Printing Preferences Properties may differ depending on the application. For more information, see the documentation that comes with the application you are using.

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

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

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

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

3. **Set desired settings and click [Apply] to start your printing.**

Windows NT 4.0 - Accessing the Printer Properties

Making printer default settings - Printer Properties

Limitation

❒ Changing the printer settings 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.

Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Ports]**, **[Scheduling]**, **[Sharing]** and **[Security]**

1 **Click [Start] on the taskbar, 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 appear.

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 printer settings 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 taskbar, 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 appear.

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 more information about the procedures, 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 appear.

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

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

RICOH-SCRIPT2 - Setting up for Printing

Windows 95/98 - Accessing the Printer Properties

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

Making printer default settings

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

Note

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **Windows 95:**
  [General], **[Details]** and **[Sharing]**
- **Windows 98:**
  [General], **[Details]**, **[Color Management]** and **[Sharing]**

  Note

  ❒ Profiles set on the **[Color Management]** tab are not supported.

1 **Click [Start] on the taskbar, 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. On the [File] menu, click [Properties].**

The Printer Properties appear.

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

Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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 more information about the procedures, 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]** window appears.

2. **From the [Name:] box, select the printer you want to use, and then click [Properties].**

   The Printer Properties appear.

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

   Reference

   For more information about each tab, see the "Operating Instruction" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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

Windows 2000 - Accessing the Printer Properties

Making printer default settings - Printer Properties

Limitation

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

Note

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

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Sharing]**, **[Ports]**, **[Advanced]**, **[Color Management]** and **[Security]**

1. **Click [Start] on the taskbar, 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 appear.

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

Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Note

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

Making printer default settings – Printing Preferences Properties

Limitation

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

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

The **[Printers]** window appears.

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

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

The Printing Preferences Properties appear.

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

Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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 Printing Preferences Properties from that application. The following example describes how to make settings for the WordPad application that comes with Windows 2000.

Note

❒ General users can change the settings in an application's **[Print]** window.

❒ The actual procedures you should follow to open the Printing Preferences Properties may differ depending on the application. For more information, see the documentation that comes with the application you are using.

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

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

   The **[Print]** window appears.

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

3. **Set desired settings and click [Print] to start your printing.**

   Reference

   For more information about each tab, see the "Operating Instruction" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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

Windows NT 4.0 - Accessing the Printer Properties

Making printer default settings - Printer Properties

Limitation

❒ Changing the printer settings 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.

Note

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

❒ The following tabs are standard Windows tabs. For more information about these tabs, see the documentation that comes with the Windows operating system.

- **[General]**, **[Ports]**, **[Scheduling]**, **[Sharing]** and **[Security]**

1. **Click [Start] on the taskbar, 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. On the [File] menu, click [Properties].**

   The Printer Properties appear.

Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Note

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

Making printer default settings - Default Document Properties

1 Click [Start] on the taskbar, 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. On the [File] menu, click [Document Defaults].

The Default Document Properties appear.

Reference

For more information about making printer default settings, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Note

❒ Settings you make here are used as the default settings when printing from 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

❒ General users can change the settings in an application's **[Print]** window.

❒ The actual procedures you should follow to open the Document Properties may differ depending on the application. For more information about the procedures, 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]** window appears.

2 From the [Name:] box, select the printer you want to use, and then click [Properties].

The Printer Properties appear.

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

Reference

For more information about each tab, see the "Operating Instruction" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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

Macintosh - Setting up for Printing

Making paper settings from an application

1 **Open the file you want to print.**

2 **On the [File] menu, click [Page Setup].**

[LaserWriter 8 Page Setup] appears.

3 **Confirm that the printer you want to use is shown in the [Format for:] box.**

Note

❒ If the 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. For more information, see the documentation that comes with the Macintosh.

4 **From the [Paper:] box, select the paper size.**

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

Small Size Print Area

This printer supports printing on print areas such as "A4 Small" and "Letter Small" when printing from a Macintosh only with specific versions of the driver. Printing with the LaserWriter 8.4x (or later) driver supports printing on both standard and small print areas. However, with LaserWriter 8.3x (or earlier), the small print area options are not displayed.

With LaserWriter 8.3x (or earlier), select A4, for example, and click **[Options]** in the **[Page Setup]** dialog box, then use the **[Larger Print Area]** option. Checking **[Larger Print Area]** produces the same printing result as LaserWriter 8.4x (or later) standard A4 print area. Unchecking the **[Larger Print Area]** produces the same result as the LaserWriter 8.4x (or later) "A4 Small" print area.

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 appear.
3. **Confirm that the printer is selected in the [Printer] box.**
4. **Set desired settings and click [Print].**

Reference

For more information about setting up for printing from an application, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

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.

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 【Reset】 on the operation panel.

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

Important

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

Note

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

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

Windows 2000 - Canceling a Print Job

1 Double-click the printer icon on the taskbar.

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 Select the name of the job you want to cancel.

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 【Reset】 on the operation panel.**

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

Important

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

Note

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

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

Windows NT 4.0 - Canceling a Print Job

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

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 【Reset】 on the operation panel.**

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

Important

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

Note

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

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

Macintosh - Canceling a Print Job

1 Double-click the printer icon on the desktop.

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.

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

4 Press 【Reset】 on the operation panel.

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

Important

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

Note

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

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

3. Paper and Other Media

Paper and Other Media Supported by This Printer

Paper Types and Sizes

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

Important

- ❒ If you use damp or curled paper, a misfeed might occur. In such a case, try turning over the paper stack in the paper tray. If there is no improvement, change to 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 selected the paper size using the operation panel.
- ❒ For Tray 1, 2, and 3, the dial setting overrides settings selected with the operation panel.

Note

- ❒ The following conventions are used to describe paper feed direction:

Symbol in this manual	Symbol on the panel display	Meaning
		Short-edge feed direction
		Long-edge feed direction

- ❒ 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 sizes may differ depending on the memory capacity of the printer. ⇒ P.117 *"Memory Capacity and Paper Size"*
- ❒ For more information about the meanings of symbols, see the notes at the bottom of each table.

Reference

For more information about loading each type of paper, see P.25 *"Types of paper and other media"*.

❖ Paper sizes and paper feed directions supported by each paper tray (Metric version)

	Feed direction	Size (mm)	Bypass tray	Standard tray (Tray 1)	PAPER FEED UNIT Type305 (Tray 2/3)
12x18	▯	304.8 × 457.2	☆	×	×
A3	▯	297 × 420	☆	❍	❍
B4 JIS	▯	257 × 364	☆	★	★
A4	▭	297 × 210	☆	❍	❍
B5 JIS	▭	257 × 182	☆	★	★
A5	▭	210 × 148	☆	★	×
B6 JIS	▯	128 × 182	☆	×	×
A6	▯	105 × 148	☆	×	×
Double Letter	▯	279 × 432	☆	❍	❍
Legal	▯	216 × 356	☆	❍	❍
Letter	▭	279 × 216	☆	❍	❍
Half Letter	▭	216 × 140	☆	★	×
Executive	▭	276 × 184	☆	❍	❍
Folio	▯	210 × 330	☆	★	★
Foolscap	▯	216 × 330	☆	★	★
F/GL	▯	203 × 330	☆	★	★
Com#10 Env	▯	105 × 241	☆	×	×
DL Env	▯	110 × 220	☆	×	×
Custom Size	—	—	☆	×	×

- ☆ means that the size is supported and needs to select the paper size using the operation panel. (The bypass tray has no dial on the tray.) ⇒ P.32 *"Loading Paper in the Bypass 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 paper size dial. You should set the paper size dial to "✱", and select the paper size using the operation panel. The default setting is Foolscap (8.5"×13"). ⇒ P.31 *"Selecting paper size using the operation panel"*
- × means that the size is not supported.

❖ Paper sizes and paper feed directions supported by each paper tray (Inch version)

	Feed direction	Size (inch)	Bypass tray	Standard tray (Tray 1)	PAPER FEED UNIT Type305 (Tray 2/3)
12x18	▯	12" × 18"	☆	×	×
Double Letter	▯	11" × 17"	☆	❍	❍
Legal	▯	$8^1/_2$" × 14"	☆	❍	❍
Letter	▭	11" × $8^1/_2$"	☆	❍	❍
Half Letter	▭	$8^1/_2$" × $5^1/_2$"	☆	★	×
Executive	▭	$10^1/_2$" × $7^1/_4$"	☆	❍	★
A3	▯	11.69" × 16.54"	☆	❍	❍
B4 JIS	▯	10.12" × 14.33"	☆	★	★
A4	▭	10.12" × 14.33"	☆	❍	❍
B5 JIS	▭	10.12" × 7.17"	☆	★	★
A5	▭	8.27" × 5.83"	☆	★	×
B6 JIS	▯	5.04″ × 7.17″	☆	×	×
A6	▯	4.13" × 5.83"	☆	×	×
Folio	▯	$8^1/_4$" × 13"	☆	★	★
Foolscap	▯	$8^1/_2$" × 13"	☆	★	★
F/GL	▯	8" × 13"	☆	★	★
Com#10 Env	▯	$4^1/_8$" × $9^1/_2$"	☆	×	×
DL Env	▯	4.33" × 8.66"	☆	×	×
Custom Size	—	—	☆	×	×

- ☆ means that the size is supported and needs to select the paper size using the operation panel. (The bypass tray has no dial on the tray.) ⇒ P.32 *"Loading Paper in the Bypass 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 paper size dial. You should set the paper size dial to "✱", and select the paper size using the operation panel. The default setting is Foolscap (8.5"×13"). ⇒ P.31 *"Selecting paper size using the operation panel"*
- × means that the size is not supported.

❖ Paper weight and number of sheets to be set

	Supported paper weights	Maximum number of sheets (plain paper) *1
Bypass tray	64 - 160 g/m^2 (17 - 43 lb)	50 (80 g/m^2, 20 lb)
Standard tray	64 - 105 g/m^2 (17 - 28 lb)	250 (80 g/m^2, 20 lb)
PAPER FEED UNIT Type305 (option)	64 - 105 g/m^2 (17 - 28 lb)	500 (80 g/m^2, 20 lb)

*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

Important

❒ Do not use paper that is meant for an ink-jet printer or it may stick to the fusing unit and cause a paper misfeed.

❒ When printing on an OHP transparency that has a print side, load it with the print side down onto the bypass tray. Not taking this precaution may cause it to stick to the fusing unit and cause a misfeed.

- Use only the recommended paper types. Print quality cannot be guaranteed if other paper types are used. ⇒ P.28 *"Paper not supported by this printer"*
- Do not use paper that has already been printed onto by other printers.

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

- The standard tray can hold up to 250 sheets. *1
- The bypass tray can hold up to 50 sheets. *1
- PAPER FEED UNIT Type305 (option) can hold up to 500 sheets. *1

*1 : Based on paper that is 80 g/m^2 (20 lb) in weight.

- If you print on paper heavier than 105 g/m^2 (28 lb), use the bypass tray. The bypass tray can hold paper up to 160 g/m^2 (43 lb) in weight.
- If paper is curled or bent, straighten it before loading.
- When printing on the reverse side of plain paper that is already printed on, you should load it onto the bypass tray and select **[Plain (Duplex Backside)]** from **[Paper Type:]** with the printer driver.

❖ Thick paper

- If you print on paper heavier than 105 g/m^2 (28 lb), use the bypass tray. The bypass tray can hold paper up to 160 g/m^2 (43 lb) in weight. The print quality on paper that is thicker cannot be guaranteed.
- The bypass tray can hold up to 25 sheets.

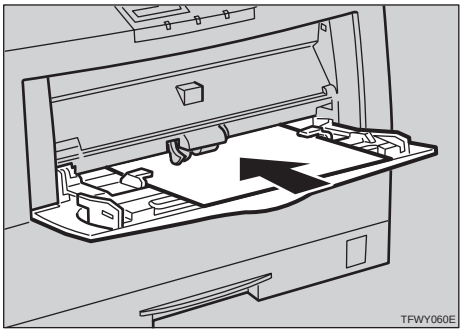
Note

❒ The number of sheets to be set may vary depending on the paper thickness and paper type.

- When printing on thick paper, you should select the thick paper mode with the printer driver.
- When printing on the reverse side of thick paper that is already printed on, you should load it onto the bypass tray and select **[Thick (Duplex Backside)]** from **[Paper Type:]** with the printer driver.
- Auto duplex printing onto thick paper is not available.

❖ Adhesive labels

- When printing on adhesive labels, use the bypass tray.



- Load adhesive labels into the tray with the print side face down.

- Remove any unused adhesive labels from the tray after you are finished printing. Leaving them in the tray can cause them to curl.
- When printing on adhesive labels, you should select the plain paper mode with the printer driver.
- The bypass tray can hold up to 40 adhesive labels.

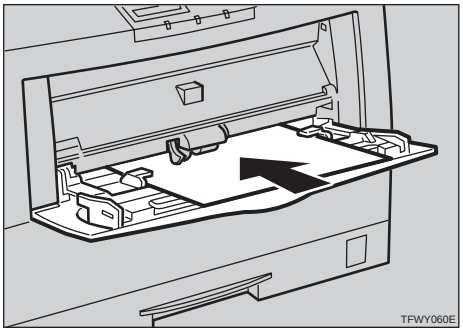
Note

❒ The number of sheets to be set may vary depending on the paper thickness and paper type.

- In duplex printing, do not use adhesive labels.

❖ OHP transparencies

- When printing on OHP transparencies, use the bypass tray.



- Load OHP transparencies into the tray with the print side face down or they may stick to the fusing unit and cause a misfeed.
- Remove any unused OHP transparencies from the tray after you are finished printing. Leaving them in the tray may cause them to stick together.
- When printing on OHP transparencies, you should select the OHP transparency mode with the printer driver.
- The bypass tray can hold up to 50 OHP transparency sheets.

Note

❒ The number of sheets you can set varies depending on the paper thickness and paper type.

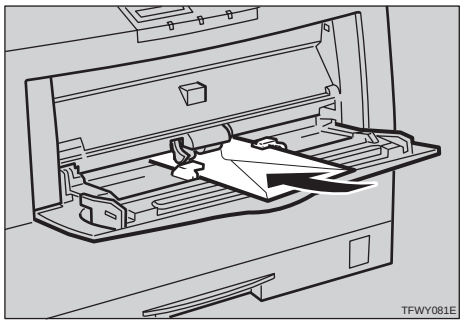
- In duplex printing, do not use OHP transparencies or they may stick to the fusing unit and cause a misfeed.
- When the "OHP Slip" setting is set to "Off" (⇒ P.83 *"Using the Operation Panel"*), be sure to remove each OHP transparency immediately after it is printed.

Note

❒ If the direction and size of paper loaded in the paper tray is different from the direction and size of the OHP transparency, "OHP Slip" will not work even if it is on. Be sure to remove each OHP transparency immediately after it is printed.

❖ Envelopes

- When printing on envelopes, use the bypass tray.



Note

❒ When you print with RICOH-SCRIPT2 on Macintosh, or from Adobe PageMaker under Windows, load envelopes with the flap on the opposite (left) side to that shown in the illustration.

- You can select the sizes for the envelopes using the operation panel.
⇒ P.83 *"Using the Operation Panel"*
- Recommended of envelopes is as follows:
  - Com#10 Env
  - DL Env
- Do not stack envelopes over the limit mark.
- Confirm that print side is facing down when loading onto the bypass tray.
- 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 20 mm (0.8") 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 (sides being fed into the printer) of them by running a pencil or ruler across them.
- Some kinds of envelopes might cause misfeeds, wrinkles or poor printing.
- The print quality on envelopes may be uneven as different parts of an envelope have different thickness. Print one or two envelopes to check the print quality.
- Avoid using the non-supported envelopes listed on P.28 *"Paper not supported by this printer"*.
- Auto duplex printing onto envelopes is not available.

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.
- 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 onto, except a preprinted letterhead

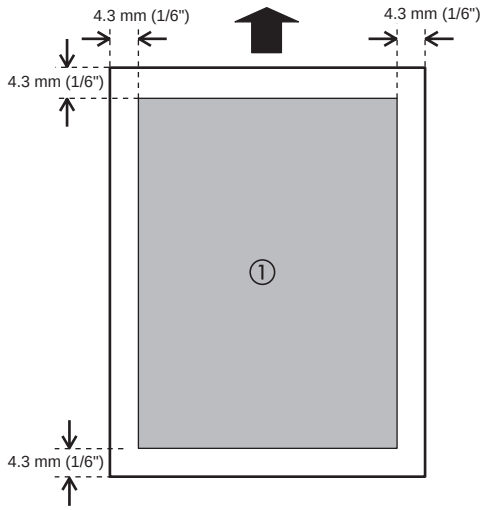
Note

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

- Coated paper
- Special paper, such as thermal paper, aluminum foil, carbon paper and conductive paper
- Heavily textured paper
- Glued paper
- OHP transparencies for color printing
- OHP transparencies for ink-jet printers
- Label paper on which glue or base paper is exposed
- Paper with clips or staples
- Paper with tape or ribbons attached
- Paper meant for an ink-jet printer
- 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 vary depending on paper size, printer language and printer driver settings.

Loading Paper

Loading Paper in the Paper Tray

This section describes instructions for loading paper in the standard paper tray and the optional paper tray. If you want to load paper in the bypass tray, see P.32 *"Loading Paper in the Bypass Tray"*.

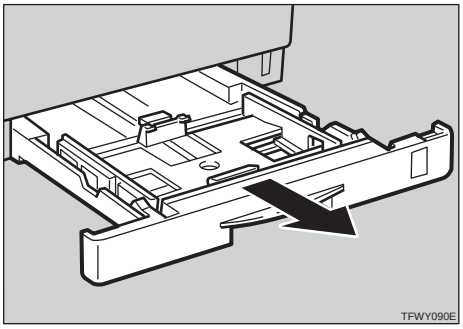
Important

❒ Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray. If it does not, misfeeds or unexpected printing results may occur.

Reference

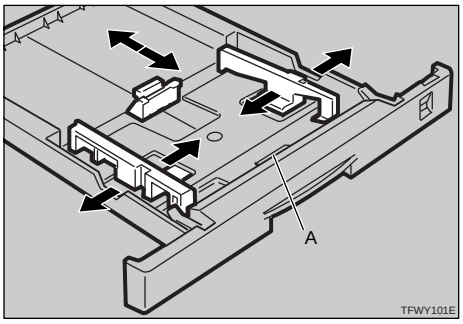
For more information about the size and feed direction of paper that can be loaded in the tray, see P.21 *"Paper and Other Media Supported by This Printer"*.

1 Slide the paper tray out until it stops. After that, lift it slightly, then slide it out of the printer. Place it on a flat surface.



2 Slide the paper guides to adjust them to the paper width.

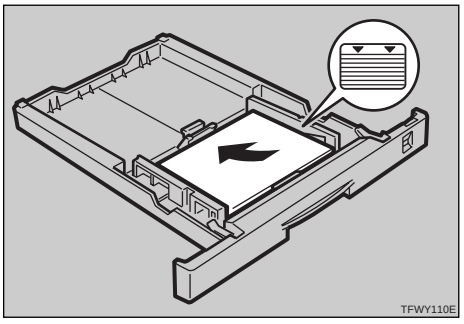
Adjust the paper guides until they click into position.



Important

❒ Do not touch the friction pad (A) or paper misfeeds or paper multi-feeds might occur .

3 Load paper into the tray with the side to be printed onto face up.



Important

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

❒ Confirm that paper fits under the rear guide.

❒ Do not mix different kinds of paper in the tray.

❒ To avoid paper multi-feeds, shuffle sheets before setting them in the tray.

4 Adjust the paper size dial to match the size and feed direction of paper in the paper tray.

Note

❒ See the following table for the appropriate paper size dial position.

Paper size	Standard tray (Tray 1)	Optional tray (Tray 2/3)
A3	A3	A3
A4	A4	A4
A5	✳	—
B4	✳	✳
B5	✳	✳
Double Letter (11"×17")	11×17	11×17
Legal (8 1/2×14")	8 1/2×14	8 1/2×14
Letter (8 1/2"×11")	8 1/2×11	8 1/2×11
Half Letter (5 1/2"×8 1/2")	✳	—
Executive (7 1/4"×10 1/2")	7 1/4×10 1/2	7 1/4×10 1/2
F (8"×13")	✳	✳
Folio (8 1/4"×13")	✳	✳
Foolscap (8 1/2"×13")	✳	✳

Important

❒ When loading B4 JIS, B5 JIS, A5, 5 1/2"×8 1/2", 8"×13", 8 1/4"×13" or 8 1/2"×13" in the paper tray, set the dial to "✳" and select the paper size using the operation panel. ⇒ P.31 *"Selecting paper size using the operation panel"*

5 Slide the paper tray into the printer until it stops.

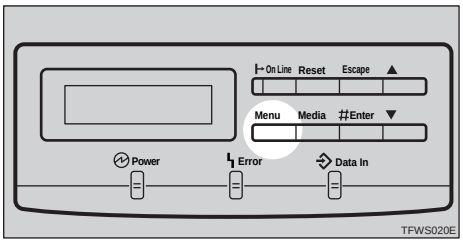
Important

❒ Be sure to insert the paper tray completely or paper misfeeds might occur.

Selecting paper size using the operation panel

Use the following procedure to select the paper size loaded in Tray 1, 2 or 3 from the printer's operation panel.

1 Press [Menu].



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

2 Press [▼] or [▲] to display "System Menu", and then press [Enter].

```
<Menu>
System Menu
```

The following message appears on the panel display.

```
<System Menu>
 1.Paper Tray
```

3 **Press 【▼】 or 【▲】 to display "2.Tray Size[*]", and then press 【Enter】.**

```
<System Menu>
 2.Tray Size[*]
```

The currently selected paper size appears on the panel display.

```
<Tray Size[*]>
*8.5x13
```

4 **Press 【▲】 or 【▼】 to select the size of paper loaded in the paper tray, and then press 【Enter】.**

```
<Tray Size[*]>
 8.25x13
```

5 **Press 【On Line】.**

The "Ready" message appears on the panel display.

```
IPDL-C
Ready
```

6 **Press 【On Line】.**

The **On Line** indicator turns off when the printer is offline.

7 **Press 【Reset】.**

The printer is reset and the settings are applied. Confirm that the selected tray and paper size are appears on the panel display.

```
IPDL-C
Ready
```

Loading Paper in the Bypass Tray

In the bypass tray, you can load OHP transparencies, envelopes and other non-plain paper in addition to plain paper.

Reference

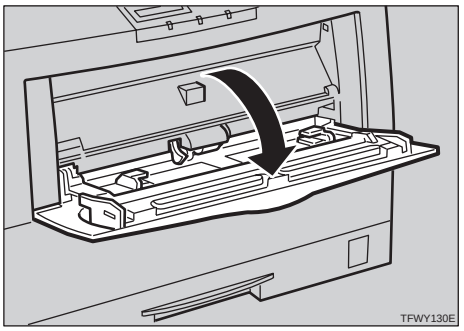
⇒ P.21 *"Paper Types and Sizes"*

⇒ P.24 *"Paper Recommendations"*

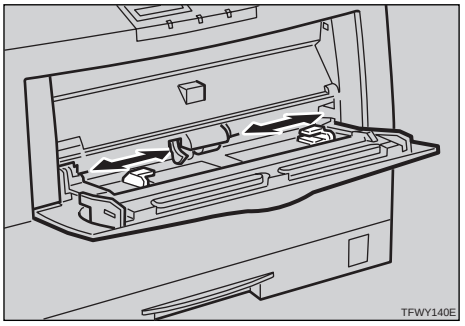
Note

❒ Do not open the front cover when loading paper into the bypass tray or paper in the bypass tray might fall.

1 **Open the bypass tray.**

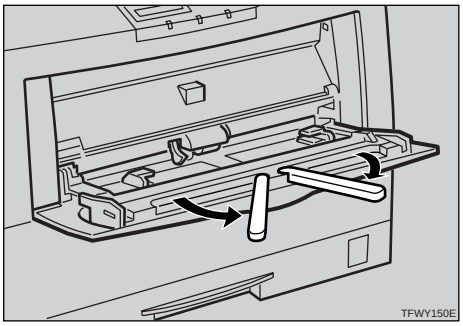


2 **Slide the side guides.**

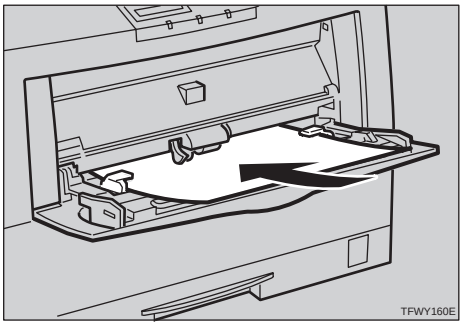


Note

❒ Slide out the bypass tray extender to support paper sizes larger than A4⬓.



3 **Load paper until it stops with the print side down.**



Important

❒ Confirm that paper fits under the side guides.

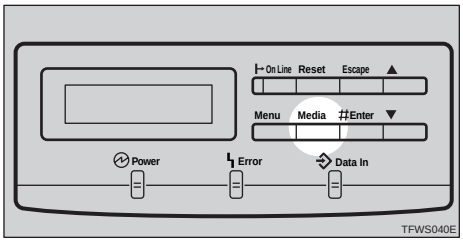
❒ The side guides should be set to the correct paper size to avoid paper feed problems.

❒ Do not load paper when printing.

Selecting paper size using the operation panel

Use the following procedure to select the paper size from the printer's operation panel after loading paper into the bypass tray.

1 **Press【Media】.**



The following message appears on the panel display.

```
<Media>
 1.Paper Tray
```

2 **Press【▼】or【▲】to display "2.Bypass Size", and then press【Enter】.**

```
<Media>
 2.Bypass Size
```

The current paper size appears on the panel display.

```
<Bypass Size>
*A4
```

3 Select the paper size you have loaded in the tray.

Standard paper size

❶ Press【▼】or【▲】to display the paper size that is in the tray.

❷ Press【Enter】.

```
<Bypass Size>  ▲
 A5            ▼
```

The following message appears on the panel display.

```
<Media>        ▲
 2.Bypass Size ▼
```

Custom size paper

❶ Press【▼】or【▲】to display "Custom".

❷ Press【Enter】.

```
<Bypass Size>  ▲
 Custom        ▼
```

The following message appears on the panel display.

```
<Custom>    ▼
▲▼/# Width 210mm
```

❸ Press【▼】or【▲】to change the third (leftmost) digit of the paper width, and then press【Enter】.

The pointer (▼) moves to the right.

```
<Custom>    ▼
▲▼/# Width 110mm
```

Note

❒ Press【Escape】to move the pointer to the left.

❒ Press【Escape】while the pointer is located at the leftmost digit of the width to cancel the settings and return to step 4.

❹ Repeat step 3 to set the value of the width.

While the pointer is located at the first (rightmost) digit of the width, press【Enter】to advance to the length setup display.

Note

❒ Press【Escape】while the pointer is located at the leftmost digit of the width to return to the width setup display.

❺ Repeat steps 3 and 4 to set the value of the length.

While the pointer is located at the first (rightmost) digit of the length, press【Enter】to return to "Media".

```
<Media>        ▲
 2.Bypass Size ▼
```

❻ Press【Escape】.

The "Ready" message appears on the panel display.

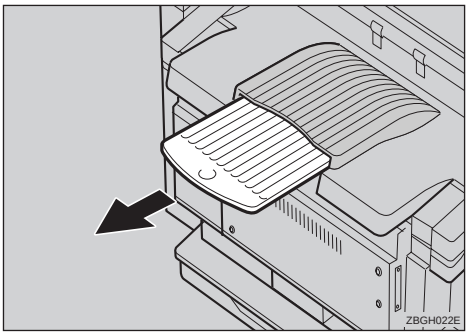
```
IPDL-C
Ready
```

Sliding out the Output Tray Extender

If you load paper larger than A4□ or $8^1/_2$"×11"□, slide out the output tray extender.

Important

❒ Do not place the rear of the printer near a wall or touch it with your hand. This area can become extremely hot.



Note

❒ The above illustration is the simplex printer. The procedure for the duplex printer is identical.

❒ After printing, return the output tray extender to its original position.

Error & Status Messages

There are three types of error and status messages.

- Printed error message
- Error and status messages on the operation panel
- Getting printer information over the network

Printed Error Message

The error message shown below is output by the printer whenever there is not enough memory to print data.

Error message	Required action
There is not enough memory in your printer to print this page.Change print quality in the printer driver and try again.For details, please refer to the troubleshooting section in your manual.	The following are the actions you should take when you encounter memory shortage problems. If these actions do not solve the problem individually, try them in combination with each other. ⇒ P.118 *"Low Memory"* ① Increase printer memory. Install the optional memory unit to increase the amount of printer memory. ② Change the color level settings. • IPDL-C printer driver Set **[Printing Mode]** to **[Fast]**. Set **[Resolution:]** to **[600 dpi / Fast]**. • RICOH-SCRIPT2 printer driver Set **[Gradation]** to **[Fast]**.

Error & Status Messages on the Operation Panel

Important

❒ If the error message that is not included in the following table appears on the panel display, turn the printer off and on. If this does not clear the error message, write down the error number and the message, and contact your sales or service representative.

Note

❒ The panel display can show only one error message at a time. Printing a configuration page shows all current printer errors. ⇒ P.99 *"Printing the Configuration Page"*

❒ For more information about the IPDL-C printer driver, see the printer driver's Help.

❒ For more information about the RICOH-SCRIPT2 printer driver, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Message	Description	Comments
Add Fuser Oil (on the upper line)	The fuser oil bottle is empty.	Replace the fuser oil bottle. ⇒ P.76 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Add Fuser Oil (on the lower line)	Fuser oil is low. You can print about 200 or /more pages after this message appears.	Replace the fuser oil bottle. ⇒ P.76 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Add Toner Please Wait	The toner cartridge is being prepared for replacement.	Wait for a while.
Add Toner xxx	The indicated toner runs out.	Replace the indicated toner cartridge. ⇒ P.71 *"Replacing Toner Cartridge"*
Call Service SC:xx	There is a malfunction in the printer.	Turn the printer off and on. If this does not clear the problem, contact your sales or service representative.
Change Fuser	It is time to replace the fusing unit.	Contact your sales or service representative.
Change PCU.	It is time to replace the photoconductor unit.	If prints are dirty, replace the photoconductor unit. ⇒ P.74 *"Replacing the Photoconductor Unit"*

Message	Description	Comments
Close Front Cover	The front cover is open.	Close the front cover. ⇒ the "Setup Guide" that comes with the printer
Close Left Cover	The left cover is open.	Close the left cover. ⇒ the "Setup Guide" that comes with the printer
Close Paper Exit Cover	The paper exit cover is open.	Close the paper exit cover. ⇒ the "Setup Guide" that comes with the printer
Close Rear Cover *1	The rear cover is open.	Close the rear cover. ⇒ the "Setup Guide" that comes with the printer
Energy Saver	In the Energy Saver mode.	Press the operation key or send a job from the computer to turn the power on.
Load (paper size)	There is no paper of the indicated size in the paper tray being used.	Load the indicated paper size into the paper tray being used. ⇒ P.30 *"Loading Paper"*
	There is no paper of the correct size loaded in the paper tray.	Load the correct size paper.
Low on: xxx	The indicated toner is low.	Replace the indicated toner cartridge. The color of the toner is shown by the CMYK color model. The meaning is following. • C: cyan • M: magenta • Y: yellow • K: black ⇒ P.71 *"Replacing Toner Cartridge"*
Need Charger	It is time to replace the charger.	Replace the charger. ⇒ P.80 *"Replacing the Charger"*
Open Front Cover Remove Misfeed	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.59 *"When the Message "Open Front Cover Remove Misfeed" Appears"*

Message	Description	Comments
Paper Size Error	There is a difference between the paper size in the tray and the requested paper size from the computer.	After confirming that the size, feed direction of paper and the paper size dial in the tray are set correctly, open and close the front cover. ⇒ P.30 *"Loading Paper"*
Please Wait	The printer is warming up or processing internally.	Wait until the printer returns to the ready condition or processing internally.
Power Off/On	There is a malfunction in the printer.	Turn the printer off and on. If this does not clear the problem, contact your sales or service representative.
Remove Misfeed From Rear Cover *1	There is a paper misfeed in the rear cover.	Remove the misfed paper. ⇒ P.64 *"When the Message "Remove Misfeed From Rear Cover" Appears"*
Remove Misfeed Duplex Base Unit *1	There is a paper misfeed in the duplex tray.	Remove the misfed paper. ⇒ P.63 *"When the Message "Remove Misfeed Duplex Base Unit" Appears"*
Remove Misfeed From Output Tray	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.60 *"When the Message "Remove Misfeed From Output Tray" Appears"*
Remove Misfeed From Paper Tray	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.58 *"When the Message "Remove Misfeed From Paper Tray" Appears"*
Reset Charger Correctly	The charger is not set correctly or the charger cleaner is not in the correct position.	Set the charger correctly. ⇒ P.80 *"Replacing the Charger"*
Reset Fusing Unit Correctly	The fusing unit is not installed in the printer.	Contact your sales or service representative.
Reset PCU Correctly	The photoconductor unit is not installed in the printer.	Install the photoconductor unit. ⇒ P.74 *"Replacing the Photoconductor Unit"*
Reset Toner Correctly	The toner cartridge is not installed correctly.	Install the cartridge correctly. ⇒ P.71 *"Replacing Toner Cartridge"*

Message	Description	Comments
Reset Paper Tray Correctly	The paper tray is not installed correctly.	Install the paper tray correctly.
	The tray on the paper feeding path was not set correctly when the printer received the print job.	Install the paper tray correctly. The printer will restart printing automatically.
Reset Waste T Bottle Correctly	The waste toner bottle is not installed.	Install the waste toner bottle. ⇒ P.78 *"Replacing the Waste Toner Bottle"*
Warming Up	The printer is preparing for printing.	Wait until the printer is warmed up.
	The printer adjusts itself regularly to maintain print quality. (This message might appear while printing.)	It is not an error message. The printer is working properly. Just wait a while.
Waste T Full (on the lower line)	The waste toner bottle is nearly full.	Replace the waste toner bottle. ⇒ P.78 *"Replacing the Waste Toner Bottle"*
Waste Toner is Full	The waste toner bottle is full.	Replace the waste toner bottle. ⇒ P.78 *"Replacing the Waste Toner Bottle"*
A3:Error	There is too much data for the I/O buffer to handle.	Check if the interface cable is inserted into the printer and the computer securely.
		Check if the interface cable is not damaged or broken.
		Increase the size of the I/O buffer. ⇒ P.83 *"Using the Operation Panel"*
A6:Error	There is not enough printer memory to print one or more of the pages in the print job.	See P.118 *"Low Memory"*.
AB:Error	The printer is unable to process the data you are trying to print.	Install optional memory unit to increase the amount of printer memory.
		Reduce the amount of data being sent to the printer.

Message	Description	Comments
B0:Error	An error has occurred in the optional memory unit.	Turn the printer off and on. Then, try to print again.
		Turn off the printer. Remove and reinstall the memory unit and turn on the printer. Then, try to print again.
		Turn off the printer. Remove the memory unit and turn on the printer. Then, try to print again. **Note** ❒ If you remove the memory unit, you must reconfigure the printer driver. ⇒ the "Setup Guide" that comes with the printer ❒ In this case, you might not be able print complex print jobs.
B1:Error	An error has occurred in the standard parallel interface.	Contact your sales or service representative.
B3:Error	The printer setting is wrong.	Reset the printer using "Menu Reset" of the "Maintenance" menu. ⇒ P.83 *"Using the Operation Panel"*
B5:Error	An error has occurred in the RICOH-SCRIPT2 module.	Contact your sales or service representative.
B6:Error	An error has occurred in the optional parallel interface board.	Turn off the printer. Remove and reinstall the optional parallel interface board and turn on the printer. Then, try to print again.

Message	Description	Comments
B7: Error	An error has occurred in the optional Network Interface Board.	Turn the printer off and on. Then, try to print again.
		Turn off the printer. Remove and reinstall the Network Interface Board and turn on the printer. Then, try to print again.
		Turn off the printer. Remove the Network Interface Board from the printer and turn on the printer. Then, try to print again. **Note** ❒ If you remove the Network Interface Board, you cannot print via the network. You can send the print job to the printer only via a parallel cable connection.
85:Error	The printer has run out of frame memory. There is not enough memory to render the graphic data.	Reduce the size of the input buffer, or add optional memory.
86:Error	You may be trying to print with the wrong printer driver.	Confirm that you are using the correct printer driver.
	You might not use the correct interface cable.	Confirm that you are using the correct interface cable.
91:Error	An error has occurred in the printer's standard memory.	Turn the printer off and on. Then, try to print again.
94:Error	The amount of the memory is not set correctly.	Specify the correct amount of memory using the printer driver.

*1 This message appears when you use the duplex printer.

Note

❒ If you cannot solve the problem by taking above actions, turn the printer off and on. If this does not clear the error message, write down the error number and the message, and contact your sales or service representative.

Getting Printer Information over the Network

Note

❒ The optional Network Interface Board is required to acquire printer information over the network.

Printer current status

You can check the printer's current status using the following method.

❖ **telnet**

Use the status command.

Reference

For more information about the printer configuration with this method, see the "Operating Instructions" for the optional Network Interface Board included as a PDF file on the CD-ROM.

Message	Description	Comments
Call Service	There is a malfunction in the printer.	Turn the printer off and on.
Charger : Not Set Correctly	The charger is not set correctly.	Set the charger correctly. ⇒ P.80 *"Replacing the Charger"*
Energy Save Mode	The printer is in Energy Saver mode.	Wait for a while.
Error Power Off/On	There is malfunction in the printer.	Turn the printer off and on.
Front Cover Open	The front cover is open.	Close the front cover. ⇒ the "Setup Guide" that comes with the printer
Fusing Oil is Low	Fuser oil is low. You can print about 200 pages more after this message appears.	Replace the fuser oil bottle. ⇒ P.76 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Fusing Oil is Empty	The fuser oil bottle is empty.	Replace the fuser oil bottle. ⇒ P.76 *"Replacing the Fuser Oil Bottle and Ozone Filter"*
Fusing Unit: Not Set Correctly	The fusing unit is not installed in the printer.	Contact your sales or service representative.
Left Cover Open	The left cover is open.	Close the left cover. ⇒ the "Setup Guide" that comes with the printer
Loading Toner	The toner cartridge is being prepared for replacement.	Wait for a while.

Message	Description	Comments
Low on xxx Toner	The indicated toner is low.	Replace the indicated toner cartridge. The color of the toner is shown by the CMYK color model. The meaning is following. • C: cyan • M: magenta • Y: yellow • K: black ⇒ P.71 *"Replacing Toner Cartridge"*
Misfeed at Base of Duplex Unit *1	There is a paper misfeed in the duplex tray.	Remove the misfed paper. ⇒ P.63 *"When the Message "Remove Misfeed Duplex Base Unit" Appears"*
Misfeed at Rear of Duplex Unit *1	There is a paper misfeed in the rear cover.	Remove the misfed paper. ⇒ P.64 *"When the Message "Remove Misfeed From Rear Cover" Appears"*
No Paper	There is no paper in the paper tray.	Load paper into the paper tray. ⇒ P.30 *"Loading Paper"*
Paper Exit Cover Open	The paper exit cover is open.	Close the paper exit cover. ⇒ the "Setup Guide" that comes with the printer
Paper Misfeed at Front Cover	There is a paper misfeed in the printer.	Remove the misfed paper. ⇒ P.59 *"When the Message "Open Front Cover Remove Misfeed" Appears"*
Paper Misfeed at Output Tray	There is a paper misfed in the printer.	Remove the misfed paper. ⇒ P.60 *"When the Message "Remove Misfeed From Output Tray" Appears"*
Paper Misfeed at Tray	There is a paper misfed in the printer.	Remove the misfed paper. ⇒ P.58 *"When the Message "Remove Misfeed From Paper Tray" Appears"*
Paper Size Error	There is a difference between the paper size in the tray and the requested paper size from the computer.	After confirming that the size, feed direction of paper and the paper size dial in the tray are set correctly, open and close the front cover. ⇒ P.30 *"Loading Paper"*

Message	Description	Comments
Paper Tray : Not Set Correctly	The paper tray is not installed correctly.	Install the paper tray correctly.
	The tray on the paper feeding path is not set correctly when the printer receives the print job.	Install the paper tray correctly. The printer will restart printing automatically.
PCU : Not Set Correctly	The photoconductor unit is not installed in the printer.	Install the photoconductor unit correctly. ⇒ P.74 *"Replacing the Photoconductor Unit"*
Ready	Printer works properly.	—
Rear Cover Open [*1]	The rear cover is open.	Close the rear cover. ⇒ the "Setup Guide" that comes with the printer
Time to Change Charger	It is time to replace the charger.	Replace the charger. ⇒ P.80 *"Replacing the Charger"*
Time to Change Fusing Unit	It is time to replace the fusing unit.	Contact your sales or service representative.
Time to Change PCU	It is time to replace the photoconductor unit.	If printed side gets dirty, replace the photoconductor unit. ⇒ P.74 *"Replacing the Photoconductor Unit"*
Toner : Not Set Correctly	The toner cartridge is not installed correctly.	Install the cartridge correctly. ⇒ P.71 *"Replacing Toner Cartridge"*
Warming Up	The printer is preparing for printing.	Wait until the printer is warmed up.
Waste Toner is Full	The waste toner bottle is full.	Replace the waste toner bottle. ⇒ P.78 *"Replacing the Waste Toner Bottle"*
Waste Toner is Nearly Full	The waste toner bottle is nearly full.	Replace the waste toner bottle. ⇒ P.78 *"Replacing the Waste Toner Bottle"*
WasteToner : Not Set Correctly	The waste toner bottle is not installed correctly.	Install the waste toner bottle correctly. ⇒ P.78 *"Replacing the Waste Toner Bottle"*
xxx Toner is Empty	The indicated toner is low or has run out.	Replace the indicated toner cartridge. ⇒ P.71 *"Replacing Toner Cartridge"*

[*1] This message appears when you use the duplex printer.

Printer configuration

You can check the printer's current status using the following method.

❖ **telnet**
Use the info command.

Note

❒ "*" (asterisk) indicates the current setting.

❒ Items marked by "*" are explained in the following tables.

Item	Description
Input Tray	
No.	ID number of the paper tray
Name	Name of the paper tray*1
PageSize	Paper size loaded in the paper tray*2
Status List	Current status of the paper tray*3
Output Tray	
No.	ID number of the output tray
Name	Name of the output tray (Fixed to "Standard")
Status	Current status of the output tray (Fixed to "Normal")
Emulation	
No.	ID number of the emulation used by the printer
Name	Name of the emulation used in the printer*4
Version	Version of the emulation
Program	
No.	ID number of the program
Name	Name of the program (Fixed to blank.)

❖ ***1 Input Tray: Name**

Name	Description
Tray1	Standard Tray
Tray2	Paper Feed Unit (upper)
Tray3	Paper Feed Unit (lower)
Bypass Tray	Bypass Tray

❖ *2 Input Tray: PageSize

Paper size	Description
A3R	A3
A4	A4
A5	A5
A6R	A6
B4R	B4
B5	B5
B6R	B6
DLR	11″×17"
LGR	$8^1/_2$″×14"
LT	$8^1/_2$"×11″
HL	$5^1/_2$"×$8^1/_2$"
EX	$7^1/_4$"×$10^1/_2$"
FR	8"×13"
FLR	$8^1/_4$"×13"
F4R	$8^1/_2$"×13"
FRE	Custom size
**	The paper size is not selected

❖ *3 Input Tray: Status

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

❖ *4 Emulation: Name

Emulation name	Description
RWC(IPDL-C)	IPDL-C
RPS(RicohScript2)	RICOH-SCRIPT2

Printer Does Not Print

Possible cause	Solutions
Is the power on?	If not, confirm that the power cord is securely plugged into the power outlet and the printer. Turn on the printer. ⇒ the "Setup Guide" that comes with the printer
Does the **On Line** indicator stay on?	If not, press **【On Line】** to make it light up.
Does the **Error** indicator stay red?	If so, check the error message on the panel display and take the required action. ⇒ P.38 *"Error & Status Messages on the Operation Panel"*
Is the paper set?	Load paper into the paper tray or on the bypass tray. ⇒ P.30 *"Loading Paper"*
Is the specified paper size correct?	Set the specified paper size in any of the input trays.
Is the specified paper type correct?	Set the specified paper type in any of the input trays.
Is the interface cable between the printer and the computer connected securely?	Connect the interface cable properly. If there are any connectors or screws, confirm that they are fastened securely. For more information about the settings, see the "Quick Installation Guide".
Are you using a correct interface cable?	The type of interface cable you should use depends on the computer. Be sure to use the correct one. If the cable is damaged or worn, replace it with a new one. For more information about the settings, see the "Quick Installation Guide".
Did you connect the interface cable after turning on the power switch?	Connect the interface cable before turning on the power switch.
When you print using the RICOH-SCRIPT2 printer 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 2000** On the **[Device Settings]** tab of the Printer Properties, select **[No]** for both **[Send CTRL-D Before Each Job:]** and **[Send CTRL-D After Each 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:]**.

Possible cause	Solutions
If you print using the RICOH-SCRIPT2 printer 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 2000** Set a longer **[Job Timeout:]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Windows NT 4.0** Set a longer **[Job Timeout:]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Macintosh** Set a longer **[Job Timeout]** period.
	A PostScript error might occur if there is not enough memory in the machine, or there are errors in the print data sent to the machine. • Print the configuration page to check the amount of available memory. • If the memory size is full, increasing the memory may solve this problem. If you still cannot clear the problem, contact your sales or service representative.
	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 2000** Set a longer **[Wait Timeout:]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Windows NT 4.0** Set a longer **[Wait Timeout:]** period with the **[Device Settings]** tab of the Printer Properties. ❖ **Macintosh** You can specify a longer "I/O Timeout" period on the operation panel. ⇒ P.83 *"Using the Operation Panel"*

Possible cause	Solutions
Is the **Data In** indicator blinking or lit after starting the print job?	If the **Data In** indicator stays off, 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 "IPDL-C Menu" or "RPS2 Menu". Or set the "I/O Timeout" value to "0" (this is the off setting). ⇒ P.83 *"Using the Operation Panel"* ❖ **If the 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 about the printer port settings, see the notes after this table. ❖ **Network connection** Contact your network administrator.
	If the **Data In** indicator is blinking or lit. The printer may be resetting the print job. Take the following steps to correct the situation. • Increase the "Job Timeout" setting of the "IPDL-C Menu" or "RPS2 Menu". • Confirm that the printer driver settings are correct. • Change the "Transfer" setting in the "System Menu". • Confirm that the "Parallel" setting in "System Menu" is correct.
Do you print via a network?	Confirm that the "Ethernet" setting is correct from the operation panel. ⇒ P.88 *"Menu Table"* The setting governs the data transfer speed used by the Network Interface Board. Three options are available: • Auto (default) • 100 Mbps • 10 Mbps **Note** ❒ For details about the appropriate setting to use on your network, contact your network administrator.

Possible cause	Solutions
Can you print a test page (configuration page) ?	If you cannot print a test page, it probably indicates printer malfunction. You should contact your sales or service representative. If you can print a test page but cannot get the printer to print when you issue a print command from the computer, it probably means there is a problem with the computer. Also keep it in mind that large, complex data might take a long time for the printer to process.

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

Note

- **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 that the correct port is selected.
- **Windows 2000**
  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 **[Ports]** tab.
  ④ Confirm that 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.
- **Macintosh**
  ① Click **[Apple Menu]**, point to **[Control Panel]** and then click **[Apple Talk]**.
  ② In the **[connect via.]** list box, select **[Ethernet]**.

Other Printing Problems

Note

❒ For more information about the IPDL-C printer driver, see the printer driver's Help.

❒ For more information about the RICOH-SCRIPT2 printer driver, see the "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

Status	Possible causes, Descriptions, and Solutions
The printer prints a message indicating insufficient memory.	This message is printed when the printer does not have enough memory to print a page. The following are the actions you should take when you encounter memory shortage problems. If these actions do not solve the problem individually, try them in combination with each other. ⇒ P.118 *"Low Memory"* ① Increase printer memory. Install the optional memory unit to increase the amount of printer memory. ② Change the color level settings. • IPDL-C printer driver Set **[Printing Mode]** to **[Fast]**. Set **[Resolution:]** to **[600 dpi / Fast]**. • RICOH-SCRIPT2 printer driver Set **[Gradation]** to **[Fast]**.
Image is printed on the reverse side of paper.	Paper in the paper tray is upside down. • Standard Tray (Tray 1) Load paper with the print side up. • Bypass Tray Load paper with the print side down. • Optional Paper Feed Unit (Tray 2, Tray 3) Load paper with the print side up.

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.30 *"Loading Paper"*
	Check if the paper tray is set correctly. If not, set it correctly. ⇒ P.30 *"Loading Paper"*
	Paper is not loaded correctly in the paper tray. Remove the paper from the tray and reload it correctly. ⇒ P.30 *"Loading Paper"*
	Check the paper type settings. The type of paper set with the printer driver might be different from the actual paper or media type. Make the correct paper or media type setting.
	You might be using paper not supported by this printer. Use the appropriate type of paper. ⇒ P.24 *"Paper Recommendations"*
Multiple pages are fed through the printer at once.	Clean the friction pad if it is dirty. ⇒ P.65 *"Cleaning the Friction Pad"*
The operation panel error message stays on after removing the misfed paper.	Open the front cover of the printer and then close it. ⇒ P.58 *"Removing Misfed Paper"*
It takes too much time to start 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.
	The Energy Saver mode might be enabled. In the Energy Saver mode, it takes time for the printer to warm up.
It takes too much time to complete the print job.	Photographs and other data intensive pages take a long time for the printer to process, so simply wait when printing such data. Changing the following settings may help to speed up printing. • IPDL-C printer driver Set **[Printing Mode]** to **[Fast]**. Set **[Resolution:]** to **[600 dpi / Fast]**. • RICOH-SCRIPT2 printer driver Set **[Gradation]** to **[Fast]**.
	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.
	If "Warming Up" appears on the panel display, the printer is now warming up. Wait for a while.

Status	Possible causes, Descriptions, and Solutions
It takes too much time to perform black and white printing.	**[Color]** is selected on the printer driver. Change the color mode setting to **[Black & White]**. **Note** ❒ Some applications ignore the color mode setting made with the printer driver.
The desired tray is not used for the output.	The printer driver setting is not correct. Change the setting.
The desired paper size is not used for the output.	The printer driver setting is not correct. Change the setting.
	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.30 *"Loading Paper"*
	Specified paper is not loaded correctly in the paper tray. Remove the paper from the tray and reload the specified paper correctly. ⇒ P.30 *"Loading Paper"* **Note** ❒ If you select "Bypass Tray" with the IPDL-C printer driver, you must select the paper size from both the printer driver and the operation panel. ❒ If you select "Bypass Tray" with the RICOH-SCRIPT2 printer driver, you can set the paper size on the operation panel.
The print side of the page is a hazy gray.	The charger and dust-proofing glass are dirty. Clean them. ⇒ P.65 *"Cleaning the Charger"* and P.66 *"Cleaning the Dust-Proofing Glass"*
	Adjust the image density setting. Extreme settings may create output that appears dirty. ⇒ P.67 *"Adjusting the Image Density"*
	If the message "Change PCU" appears on the panel display, replace the photoconductor unit. ⇒ P.74 *"Replacing the Photoconductor Unit"*

Status	Possible causes, Descriptions, and Solutions
Image density is too light.	Turning on **[Toner Saving]** can cause blurring or fine lines not to be printed. With color printing, toner saving can cause abnormal coloring. Try printing again after turning **[Toner Saving]** off.
	If the message "Low on: xxx" or "Add Toner xxx" is on the panel display, replace the toner cartridge of the indicated color. ⇒ P.71 *"Replacing Toner Cartridge"*
	You might be using paper not supported by this printer. Use the appropriate type of paper. ⇒ P.21 *"Paper and Other Media Supported by This Printer"*
Black or white lines appear on the printed side.	The charger and dust-proofing glass are dirty. Clean them. ⇒ P.65 *"Cleaning the Charger"* and P.66 *"Cleaning the Dust-Proofing Glass"*
Smeared toner appears on the printed side of prints.	The charger is dirty. Clean the charger. ⇒ P.65 *"Cleaning the Charger"*
Some parts of the print image are blurred or light.	If the message "Low on: xxx" or "Add Toner xxx" is on the panel display, replace the toner cartridge for the indicated color. ⇒ P.71 *"Replacing Toner Cartridge"*
Toner is not fused well when printing on thick paper or OHP transparencies.	The printer driver setting is not correct. Select **[Thick Paper]**, **[OHP Transparency]** or **[Thick (Duplex Backside)]** in the paper type setting with the printer driver.
The color of the printout is different from the color on the computer's display.	The toner based color system used by the printer is different from the light based color system of the computer screen.
	Turning on **[Toner Saving]** can cause color irregularities.
	Check the settings on the **[Color Setting]** tab and restore the default settings.
The printout is different from the image on the computer screen.	Certain applications or image creation methods produce images that cannot be printed exactly as they appear on the computer screen. With the IPDL-C printer driver, checking the **[Print as Bitmap]** item on the **[Setup]** tab causes the print data to be converted to image data before it is sent to the printer. This produces a printout closest to that displayed on the computer screen. **Note** ❒ This setting also causes large-volume print jobs to take longer to print because of the required conversion process.

Status	Possible causes, Descriptions, and Solutions
Changing the color settings with the printer driver causes a drastic change in printout color.	With the IPDL-C printer driver, do not make radical changes to the settings on the **[Color Setting]** tab. Also note that the sample shown by the printer driver is intended to show what processes are being applied, not exactly what your printout will look like.
Photograph printing looks rough.	With the IPDL-C printer driver, select **[High Quality]** on the **[Print Quality]** tab.
	Printing from some applications results in a loss of resolution.
Color documents are printed in black and white.	The printer driver is not set up for color printing. Select **[Color]** in the color mode setting with the printer driver.
	Some applications normally print color text as black and white.
Fine dot pattern does not print.	Select **[Photographic]** in the **[Dithering:]** setting with the printer driver.
Solid areas, lines or text are shiny or glossy when created as a mixture of cyan, magenta, yellow.	Select **[K]** in the **[Black Text/Graphics:]** setting with the printer driver.
Black gradation is not natural.	Select **[CMY + K]** in the **[Black Text/Graphics:]** setting with the printer driver.
Thin lines are blurred or light.	With the IPDL-C printer driver, select the **[CAD]** check box on the **[Print Quality]** tab.
When printing on OHP transparencies, a sheet of paper is not placed between printed OHP transparencies.	The size and direction of the paper loaded in the paper tray are different from those of the OHP transparency. Load paper of the same size and orientation as the OHP transparencies in the paper tray.
	The "OHP Slip" setting is set to "Off" (⇒ P.83). Change the setting with operation panel.
The page layout has changed.	The printable area differs from printer to printer. A document that when printed by another printer fits on a single page might not fit on one page when printed by this printer. From the IPDL-C printer driver, check the **[Enlarge Printable Area]** on the **[MISC.]** tab.

Note

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

Removing Misfed Paper

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

⚠ ***CAUTION:***

- *When removing misfed paper, do not touch the fusing section because it could be very hot.*
- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

Important

❒ If the printer is equipped with the optional tray, do not pull out more than two trays at the same time. If you do, the printer might tilt forward.

❒ Check the following points if paper continues to misfeed.
- Confirm that paper is properly loaded in the paper tray.
- Confirm that the number of sheets does not exceed the maximum amount of the tray.
- Confirm that you are using only the appropriate type of paper.
- Confirm that misfed paper is still not inside the printer when you resume printing.
- Check the paper type settings. The type of paper set with the printer driver might be different from the actual paper or media type. Confirm that the paper or media type setting is correct.

❒ Confirm that the size of paper loaded in the paper tray is the same as the size of the OHP transparency.

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

❒ Do not touch the photoconductor unit when removing misfed paper. If you do, the photoconductor unit might be damaged.

❒ Exposing the photoconductor unit to light for too long can reduce its performance. Close the cover as quickly as possible.

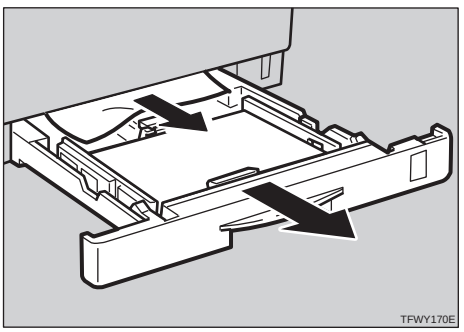
❒ After removing the misfed paper, the back sides of the next printout might get dirty. Print a few pages to absorb the toner.

When the Message "Remove Misfeed From Paper Tray" Appears

Standard tray (Tray 1) or paper feed unit (Tray 2/3)

1 Slide out the paper tray gently so as not to tear the misfed paper, and remove the misfed paper.

Confirm that you do not leave any misfed paper in the printer.



Note

❒ If the printer has the optional paper feed unit installed, check the all paper trays for misfeeds.

2 **Slide the paper tray completely into the printer.**

Important

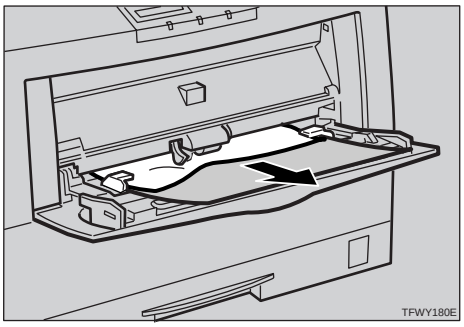
❒ Be sure to insert the paper tray completely. If not fully inserted, misfeeds might occur, or the front cover might touch the paper tray.

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

Bypass tray

1 **Carefully pull out the misfed paper.**

Confirm that you do not leave any misfed paper in the printer.



2 **When paper is left in the bypass tray, remove the paper.**

3 **Close the bypass tray, open the front cover, and then close it to reset the misfeed condition.**

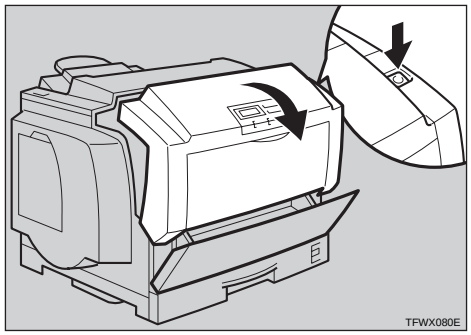
4 **Reload paper into the bypass tray.**

When the Message "Open Front Cover Remove Misfeed" Appears

⚠ ***CAUTION:***

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

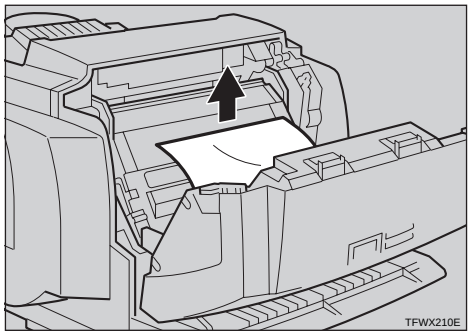
1 **Push the front cover release button and open the front cover.**



2 **If the misfed paper is in the front of the photoconductor unit, carefully pull it out.**

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.

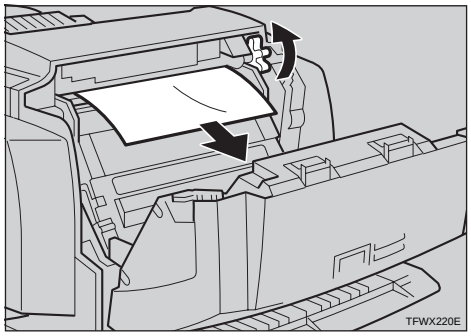


3 **When the misfed paper is in the main section of the photoconductor unit, turn the dial downward then remove it.**

Confirm that you do not leave any misfed paper in the printer.

Note

❒ If it is difficult to turn the dial, turn it slightly upward and then try again.



4 **Close the front cover.**

When the Message "Remove Misfeed From Output Tray" Appears

Simplex printer

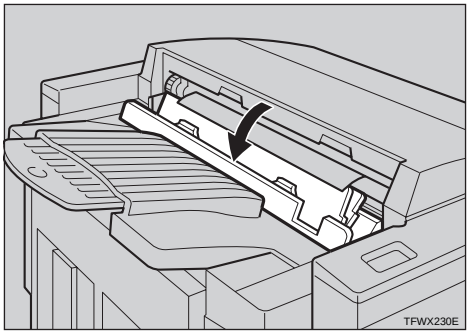
⚠ ***CAUTION:***

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

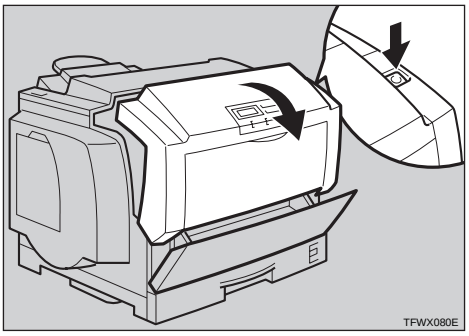
1 **Open the paper exit cover.**

Note

❒ When opening the paper exit cover, be careful as it may be hot.



2 **Push the front cover release button and open the front cover.**



3 **Turn the dial downward, then remove the misfed paper in the printer.**

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.

When you can see the misfed paper inside the printer

Note

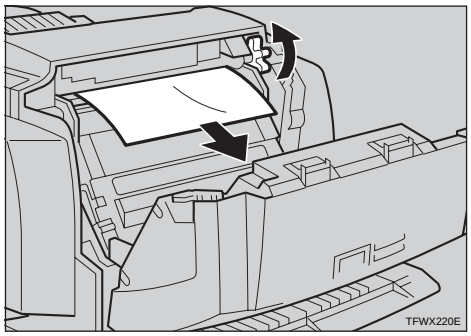
❒ If it is difficult to turn the dial, turn it slightly upward and then try again.

❶ **Remove the misfed paper from inside of the printer.**

While turning the dial, remove the misfed paper as shown in the illustration. Be careful not to leave any misfed paper in the printer.

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.



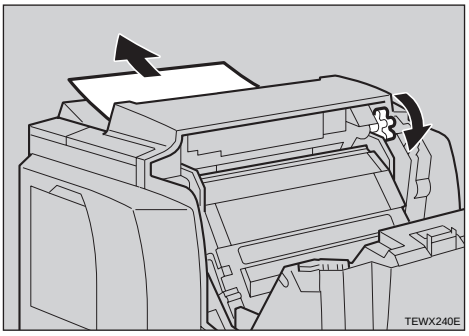
When you cannot see the misfed paper inside the printer

❶ **Remove the misfed paper from the output tray.**

While turning the dial, remove the misfed paper as shown in the illustration. Be careful not to leave any misfed paper in the printer.

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.



4 **Close the paper exit cover.**

5 **Close the front cover.**

Duplex printer

⚠ ***CAUTION:***

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

Important

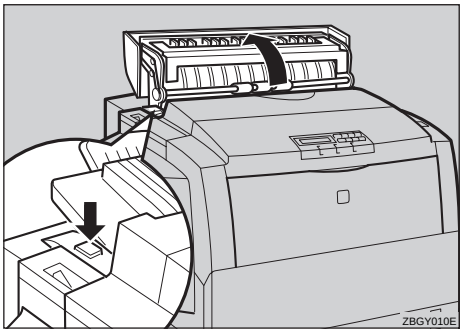
❒ Symbols ⚠ mean a situation that requires you take care.

❒ Symbols ⚠ mean "Hot surface".

1 **Push the paper exit cover release button and open paper exit cover 1.**

Note

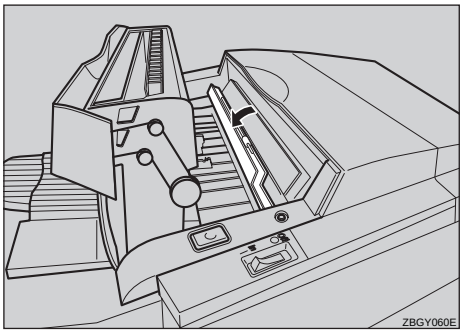
❒ When opening paper exit cover 1, be careful as it may be hot.



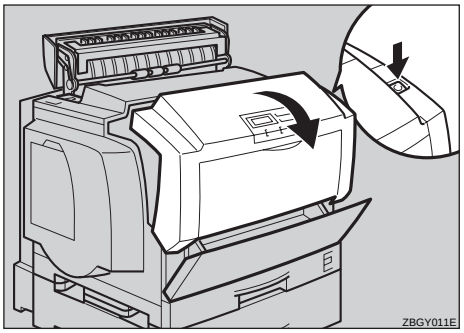
2 **Open paper exit cover 2 inside of paper exit cover 1.**

Note

❒ When opening paper exit cover 2, be careful not to touch the fusing section because it could be very hot.



3 **Push the front cover release button and open the front cover.**



4 **Turn the dial downward, then remove the misfed paper.**

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.

When you can see the misfed paper inside the printer

Note

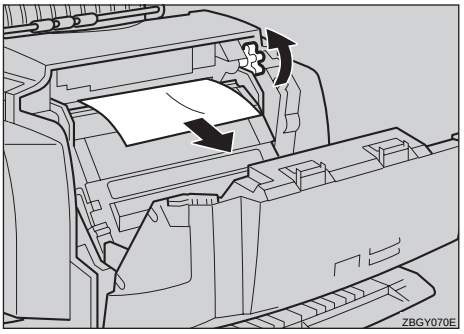
❒ If it is difficult to turn the dial, turn it slightly upward and then try again.

❶ **Remove the misfed paper from inside of the printer.**

While turning the dial, remove the misfed paper as shown in the illustration. Be careful not to leave any misfed paper in the printer.

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.



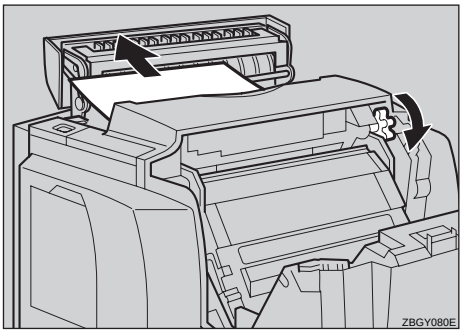
When you cannot see the misfed paper inside the printer

❶ **Remove the misfed paper from the output tray.**

While turning the dial, remove the misfed paper as shown in the illustration. Be careful not to leave any misfed paper in the printer.

Note

❒ When removing misfed paper, be careful not to touch the fusing section because it could be very hot.



5 **Close paper exit cover 2 and paper exit cover 1.**

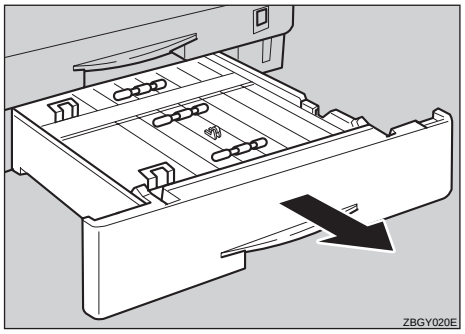
6 **Close the front cover.**

When the Message "Remove Misfeed Duplex Base Unit" Appears

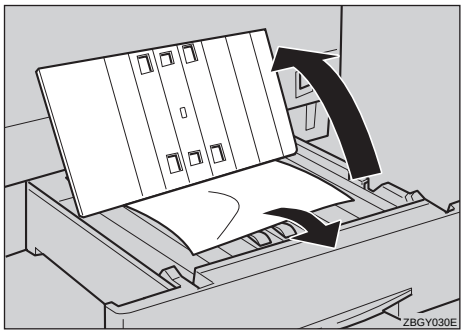
⚠ ***CAUTION:***

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

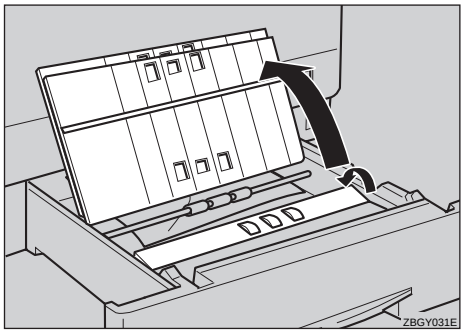
1 **Slide out the duplex tray.**



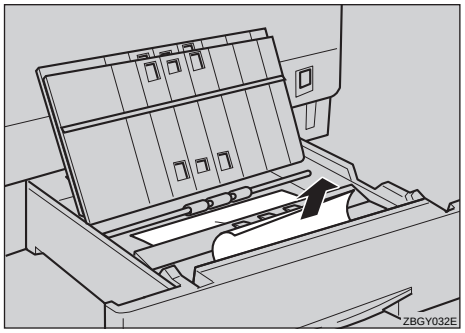
2 **Open the guide in the duplex tray as shown in the illustration, and then remove the misfed paper.**



3 **While opening the guide in step 2, open the two guides as shown in the illustration.**

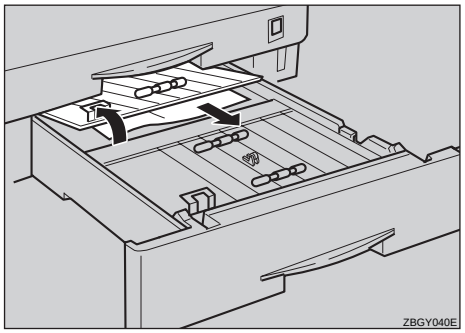


4 **Remove the misfed paper under the guide while closing towards you as shown in the illustration.**

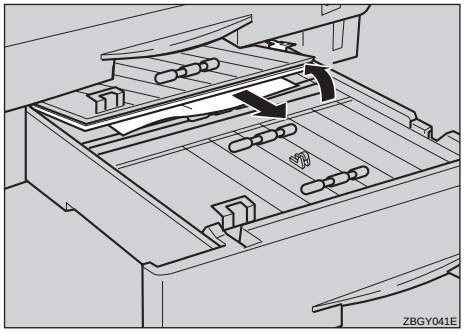


5 **Close the guides opened in steps 2 and 3.**

6 **Open the back guide in the duplex tray as shown in the illustration, and then the remove the misfed paper.**



7 **Open the guide under the back guide as shown in the illustration, and then the remove the misfed paper.**



Important

❒ When removing misfed paper, handle the guides with great care.

8 **Close the guides opened in steps 6 and 7.**

9 **Slide the duplex tray completely into the printer.**

Important

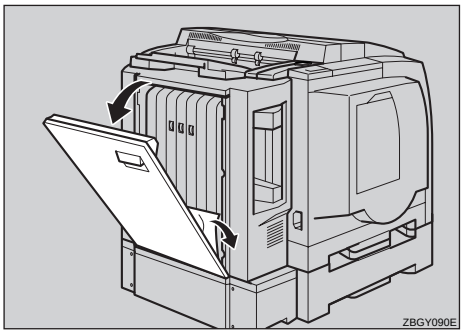
❒ Be sure to insert the duplex tray completely. If not fully inserted, misfeeds might occur, or the front cover might touch the paper tray.

When the Message "Remove Misfeed From Rear Cover" Appears

⚠ ***CAUTION:***

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

1 **Open the rear cover, and then remove the misfed paper.**



2 **Close the rear cover.**

Push the center of rear cover until it rocks.

Cleaning and Adjusting the Printer

Cleaning the Friction Pad

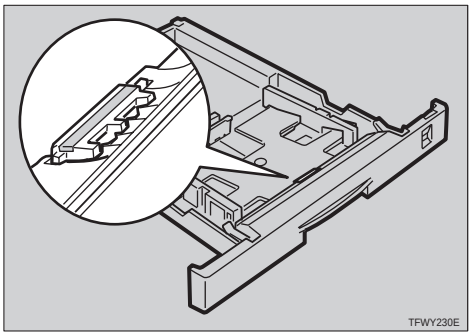
If the friction pad becomes dirty, misfeeds or paper multi-feeds might occur. Follow the procedure below to clean the friction pad.

1. **Slide the paper tray out until it stops. After that, lift it slightly, then slide it out of the printer. Then remove paper from the paper tray.**

2. **Clean the friction pad with a soft damp cloth. After wiping it with a damp cloth, wipe it with a dry cloth to remove the water.**

Important

❒ Do not use chemical cleaners or organic solvents such as thinner or benzene.



3. **Reload paper with the print side up into the paper tray. While lifting the front side of the tray, insert the paper tray into the printer. Then push in until it stops.**

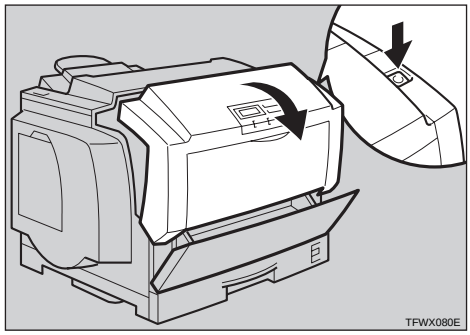
Cleaning the Charger

The charger requires cleaning when printouts appear dirty.

⚠ ***CAUTION:***

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

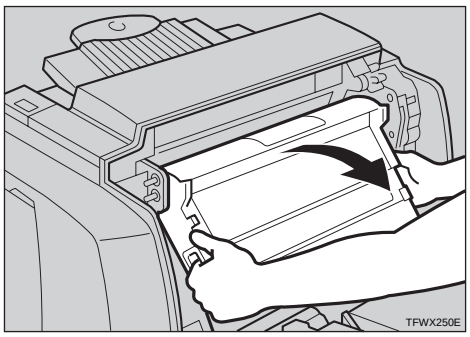
1. **Push the front cover release button and open the front cover.**



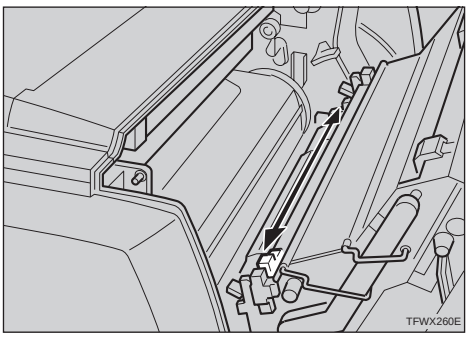
Important

❒ Exposing the photoconductor unit to light for too long can reduce its performance. Clean the charger as quickly as possible.

2 **Holding the green inset grips of the photoconductor unit, pull the top side of the unit forward.**



3 **Move the light blue charger cleaner left and right about ten times, and return it to the left side. Align the arrow on the charger cleaner to the arrow on the photoconductor unit.**



Important

❒ If the charger cleaner is not on the left side, an error message or print problem might occur.

4 **Holding the green inset grips of the photoconductor unit, push the unit back to its original position.**

5 **Close the front cover.**

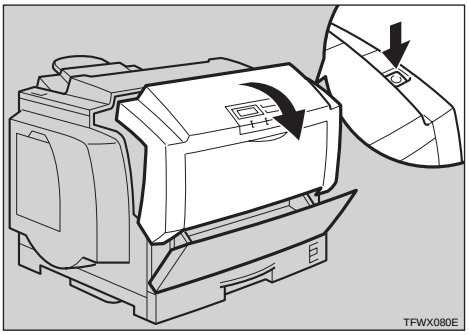
Cleaning the Dust-Proofing Glass

The dust-proofing glass may require cleaning if black or white lines appear on the print side of the document.

⚠ ***CAUTION:***

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

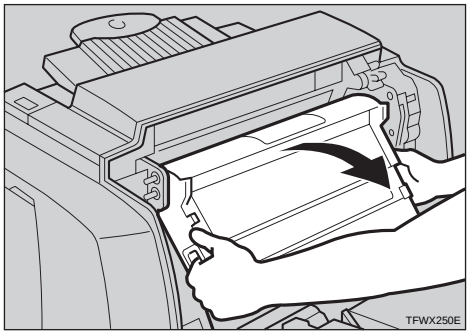
1 **Push the front cover release button and open the front cover.**



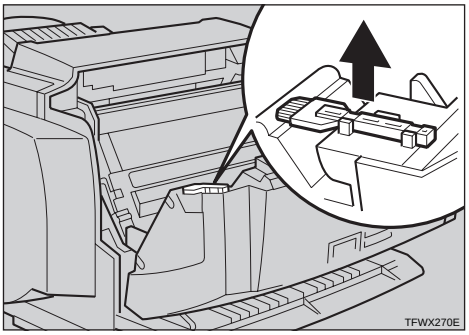
Important

❒ Exposing the photoconductor unit to light for too long can reduce its performance. Clean the dust-proofing glass as quickly as possible.

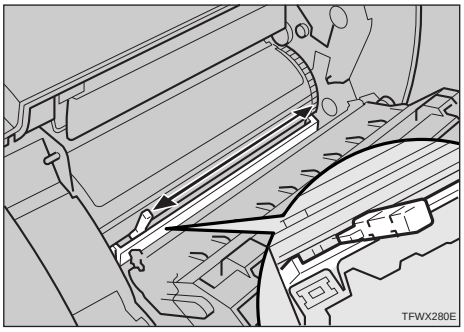
2 **Holding the green inset grips of the photoconductor unit, pull the top side of the unit forward.**



3 **Remove the cleaning brush from back of the front cover.**



4 **Insert the cleaning brush into the back of the light blue guide until it stops, and then move it left and right four or five times.**



5 **Return the cleaning brush to its original position.**

6 **Holding the green inset grips of the photoconductor unit, push the unit back to its original position.**

7 **Close the front cover.**

Adjusting the Image Density

Changing the image density setting might cause a deterioration of color balance. We recommend that you normally leave the image density at its factory default setting.

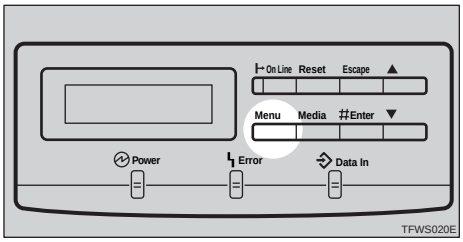
The following procedure describes how to change the magenta image density. You can use the same procedure to change the image density for the other toner colors as well.

Important

- ❒ Extreme settings may create output that appears dirty.
- ❒ Image density settings should be made from the application or the printer driver whenever possible.

1 **Turn on the printer's power switch.**

2 **Press 【Menu】.**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

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

```
<Menu>
Maintenance
```

The following message appears on the panel display.

```
<Maintenance>
 1.Reinstall
```

4 **Press 【▼】 or 【▲】 to display "3.Toner Level", and then press 【Enter】.**

```
<Maintenance>
 3.Toner Level
```

The following message appears on the panel display.

```
<Toner Level>
 Cyan
```

5 **Press 【▼】 or 【▲】 to display "Magenta", and then press 【Enter】.**

The following message appears on the panel display.

```
<Magenta>
-<-----◆----->+
```

6 **Press 【▲】 or 【▼】 to adjust the toner density, and then press 【Enter】.**

The "Toner Level" menu appears.

Note

❒ To make the image density darker, press 【▲】 to move the ◆ symbol to the right. To make it lighter, press 【▼】 to move the ◆ symbol to the left.

7 **Press 【On Line】.**

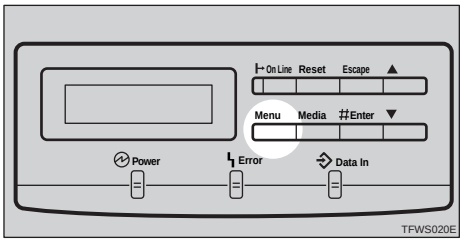
The "Ready" message appears on the panel display.

Setting the Toner Empty Menu

Use this setting to specify whether the printer stops printing and displays an error message when toner runs out. By default it does not, but you can change this by carrying out the following procedure.

1 **Turn on the printer's power switch.**

2 **Press 【Menu】.**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

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

```
<Menu>
Maintenance
```

The following message appears on the panel display.

```
<Maintenance>
 1.Reinstall
```

4 **Press 【▼】 or 【▲】 to display "5.Toner Empty", and then press 【Enter】.**

```
<Maintenance>
 5.Toner Empty
```

The following message appears on the panel display.

```
<Toner Empty>
Continue
```

5 **Press 【▼】 or 【▲】 to display "Stop", and then press 【Enter】.**

```
<Toner Empty>
Stop
```

This setting is available and returns to the "Maintenance" menu.

6 **Press 【On Line】.**

The "Ready" message appears on the panel display.

Adjusting the Setting of Registration of the Paper Tray

Follow the procedure below to balance the printing margins to that printed images are centered correctly on the page. You should do this after:

- Replacing the photoconductor unit
- Installing the optional paper tray

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

Important

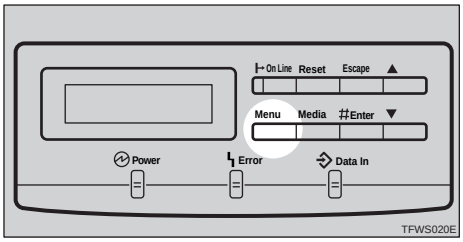
❒ Select the tray with "Paper Tray" with the operation panel (⇒ P.83), and then print the configuration page (⇒ P.99).

Note

❒ Use A4 or $8^1/_2$"×11" paper to print the configuration page.

1 **Turn on the printer's power switch.**

2 **Press 【Menu】.**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

3 **Press 【▼】 or 【▲】 to display "List Print", and then press 【Enter】.**

The following message appears on the panel display.

```
<List Print>
 1.Config.Page
```

4 **After confirming that "1.Config.Page" is displayed, press 【Enter】.**

5 **Press 【Enter】 again.**

This prints the configuration page.

Important

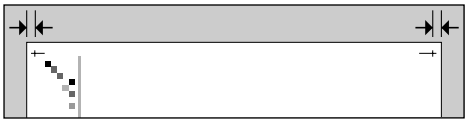
❒ If printing does not start, check the panel display for any error messages and take the action required to correct the problem. ⇒ P.38 *"Error & Status Messages on the Operation Panel"*

6 **After confirming that "1.Config.Page" is displayed, press [Escape].**

The following the message appears on the panel display.

```
<Menu>          ▲
List Print      ▼
```

7 **You can find the crop marks on the long edge of the configuration page. Check if the left and right margins on the long edge of the configuration page are as shown in the illustration.**



8 **If the left and right margins are not the same, press [▲] or [▼] to display "Maintenance", and then press [Enter].**

```
<Menu>          ▲
Maintenance     ▼
```

The following message appears on the panel display.

```
<Maintenance>   ▲
 1.Reinstall    ▼
```

9 **Press [▼] or [▲] to display "4.Registration", and then press [Enter].**

```
<Maintenance>   ▲
 4.Registration▼
```

The following message appears on the panel display.

```
<Registration>  ▲
 Byps.:Vert.    ▼
```

10 **Press [▼] or [▲] to display the name of the tray whose margins you want to balance, and then press [Enter].**

The following message appears on the panel display.

```
<Tray1:Horiz.>
▲▼/#              0
```

11 **Press [▲] or [▼] to balance the margins, and then press [Enter].**

One is equal to 0.2 mm.

Note

❒ The "Vert." (vertical) setting can be changed from -9 to +9, and the "Horiz." (horizontal) setting can be changed from -10 to +10.

12 **Press [Enter].**

```
<Config.Page>
 Press # key
```

This prints the configuration page with the new setting and returns to the "Registration" menu.

13 **Confirm of the registration. If you change the setting, press [Enter] and repeat steps 11 and 12. If you finish, go to step 14.**

14 **Press [On Line].**

The "Ready" message appears on the panel display.

Replacing Consumables

Replacing Toner Cartridge

Replace a toner cartridge whenever the following messages appear on the panel display.

```
IPDL-C
Low on:xxx
```

```
Add Toner
xxx
```

⚠ ***WARNING:***

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

Note

❒ Before removing a toner cartridge from the printer, spread paper or some other material around the area you are working to keep toner from making floor dirty.

❒ In the "Low on:xxx" message, "xxx" refers to which cartridge needs replacing:

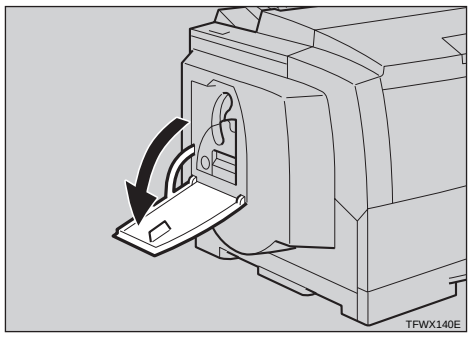
- C: cyan
- M: magenta
- Y: yellow
- K: black

❒ When several toner colors run out at the same time, a message appears on the operation panel. Replace them in the following order:

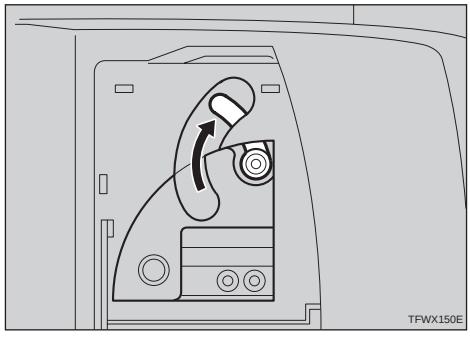
① Black
② Yellow
③ Cyan
④ Magenta

❒ If you do not have all the required replacement cartridges, you can choose which ones you want to replace. ⇒ P.71 *"Replacing Toner Cartridge"*

1 Open the left cover.



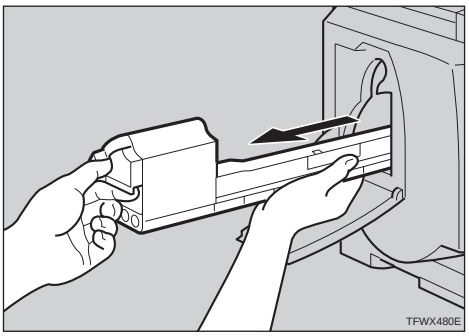
2 Slide the lock lever up.



3 Carefully pull out the toner cartridge.

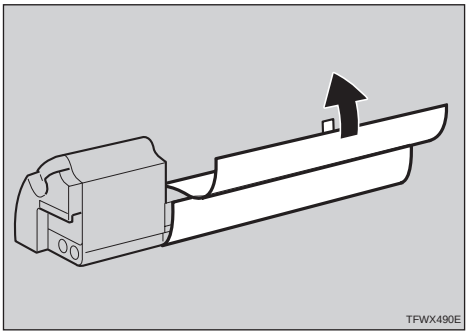
❶ Holding the toner cartridge grip, slide it out until you can see the green tape.

❷ **With your hand under the green tape, carefully remove the toner cartridge as shown in the illustration.**

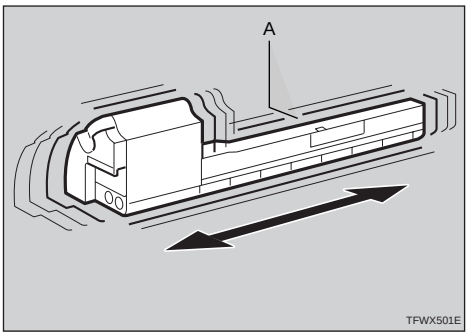


4

4 **Remove the protective sheet from the new toner cartridge.**



5 **Hold the new toner cartridge and shake it from side to side about ten times as shown in the illustration.**

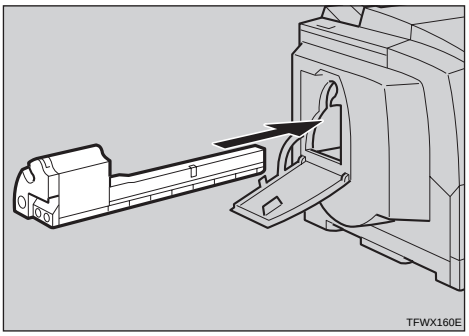


Important

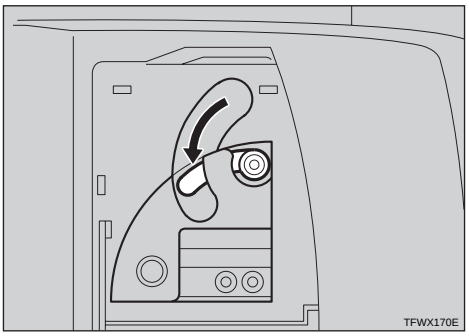
❒ Do not touch the roller (A) or the print quality might be reduced.

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

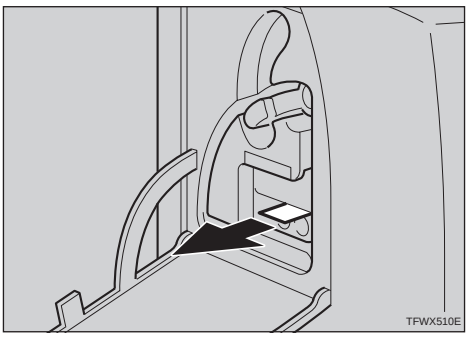
6 **Gently slide the new toner cartridge into the printer.**



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



8 **Pull the tape out as shown in the illustration.**



Important

- ❒ Be sure to pull the tape horizontally. Pulling it upward or downward causes toner scattering.
- ❒ After pulling the tape out of the cartridge, toner scatters easily. Do not shake or apply a shock to the cartridge.

9 Close the left cover.

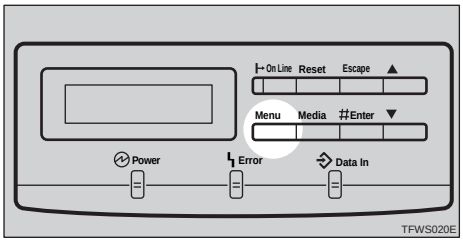
The "Low on:xxx" or "Add Toner xxx" message clears from the panel display and the printer starts warming up. It takes a few minutes.

Replacing a specific toner cartridge

When several toner colors run out at the same time and you do not have all the required replacement cartridges, follow these steps before carrying out the procedure on P.71 *"Replacing Toner Cartridge"* to specify the cartridge you want to replace.

The following procedure describes how to replace the magenta toner cartridge. You can use the same procedure to replace the toner cartridges for the other toner colors as well.

1 Press 【Menu】.



The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

2 Press 【▼】 or 【▲】 to display "Maintenance", and then press 【Enter】.

```
<Menu>          ▲
Maintenance     ▼
```

The following message appears on the panel display.

```
<Maintenance>   ▲
 1.Reinstall    ▼
```

3 Press 【▼】 or 【▲】 to display "2.Toner Select", and then press 【Enter】.

```
<Maintenance>   ▲
 2.Toner Select▼
```

The following message appears on the panel display.

```
<Toner Select>  ▲
 Cyan           ▼
```

4 Press 【▼】 or 【▲】 to display "Magenta", and then press 【Enter】.

The printer prepares itself for a new toner cartridge. Prepare the new toner cartridge for installation.

```
<Toner Select>
Please Wait
```

When the printer is ready, the following message is displayed.

```
<Toner Select>
Add Toner
```

5 Replace the toner cartridge. ⇒ P.71 *"Replacing Toner Cartridge"*

Replacing the Photoconductor Unit

The message shown below indicates that the photoconductor unit is approaching the end of its life.

```
IPDL-C
Change PCU
```

You can still continue to use the current photoconductor unit if you are satisfied with the quality of the output being produced by the printer.

When the printed image starts looking soiled (horizontal lines along the edges of the page, for example), replace the photoconductor unit as soon as possible.

⚠ ***WARNING:***

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

⚠ ***CAUTION:***

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

Important

❒ Exposing the photoconductor unit to light for too long can reduce its performance. Replace the unit as quickly as possible.

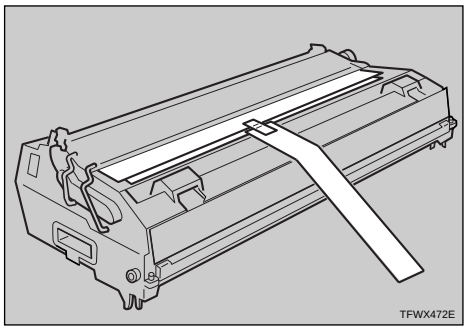
Note

❒ Before removing the photoconductor unit from the printer, spread paper or some other material around the area you are working to keep toner from making floor dirty.

❒ The "Change PCU" message is based on a printed page counter kept internally by the printer. It is meant as a general guide to photoconductor unit life only. Actual photoconductor unit life depends on the printing conditions.

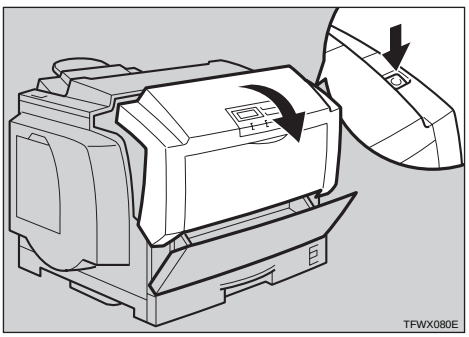
1 Remove the new photoconductor unit from the box.

2 Pull the red tab to remove the protective sheet from the new photoconductor unit.



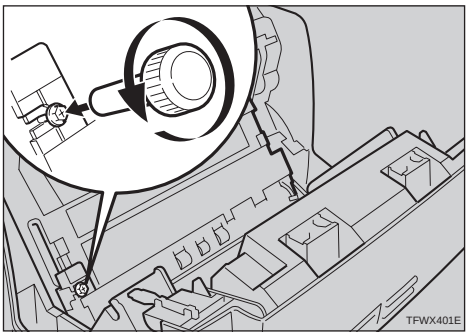
3 Turn off the printer's power switch.

4 Push the front cover release button and open the front cover.

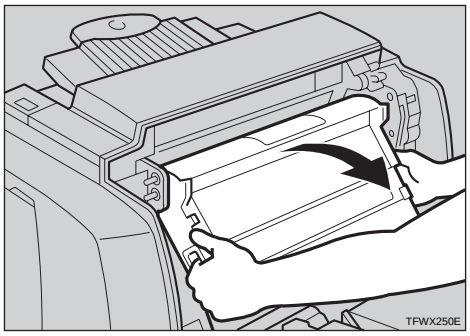


5 Loosen the screws that hold the photoconductor unit in the printer with the screw driver in the new photoconductor unit's box.

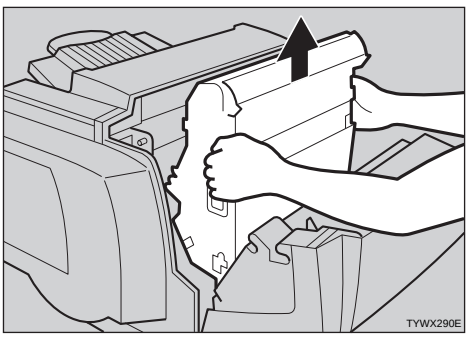
The screws cannot be completely removed from the photoconductor unit.



6 Holding the green inset grips of the photoconductor unit, pull the top of the unit forward.

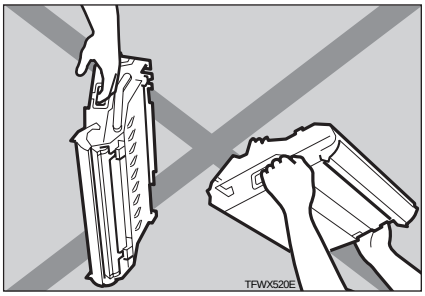


7 Holding the green inset grips of the photoconductor unit, remove the unit from the printer, and place it carefully inside the new photoconductor unit's box.



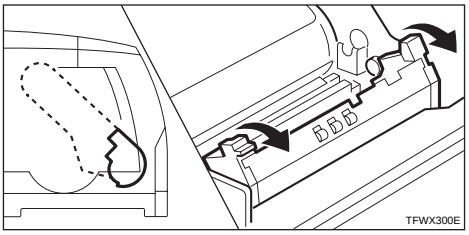
Important

❒ To prevent accidental scattering of toner, do not shake, rotate, drop or hold the toner cartridge upside down.



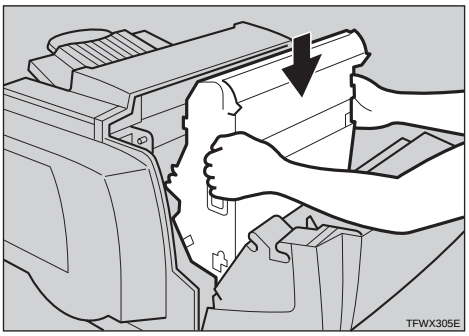
Note

❒ Do not close the front cover removing the photoconductor unit. Otherwise, you cannot replace the photoconductor unit because the photoconductor unit holder will be closed. If you do this by mistake, return the photoconductor unit holder to its original position before replacing the photoconductor unit.



8 Holding the green inset grips of the new photoconductor unit, insert the unit into the photoconductor unit holder.

When inserting the photoconductor unit, be careful not to damage the surface of it.



Note

❒ The white powder on the photoconductor unit is to protect it after installation into the printer. This white powder does not have any adverse effect on the interior of the printer.

9 Holding the green inset grips of the new photoconductor unit, push the unit back to its original position.

10 Fasten the screws using the screw driver to fix the photoconductor unit.

11 Close the front cover.

Confirm that the front cover closes properly.

12 Turn on the printer's power switch.

Replacing the Fuser Oil Bottle and Ozone Filter

Replace the oil bottle and ozone filter whenever the following messages appear on the panel display.

```
IPDL-C
Add FuserOil
```

```
Add Fuser Oil
```

There are the fuser oil bottle and the ozone filter in the Fuser Oil Type306 includes a fuser oil bottle and ozone filters.

⚠ ***WARNING:***

- ***Do not incinerate the oil bottle. This action could cause a fire or getting burned.***
- ***Spilt oil is very slippery. If oil is spilt, wipe it with alkaline cleaner. Otherwise, the oily surfaces can create the danger of slipping and personal injury.***

⚠ ***CAUTION:***

- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

Important

❒ There are three ozone filters in this printer. Two of them are set inside in the front, one of them is set in the rear. Be careful when replacing the ozone filters as the front side filter is a different shape from the rear side filter.

❒ Disposal can take place at our authorized dealer or at appropriate collection sites.

❒ Dispose of used ozone filters as general burnable refuse.

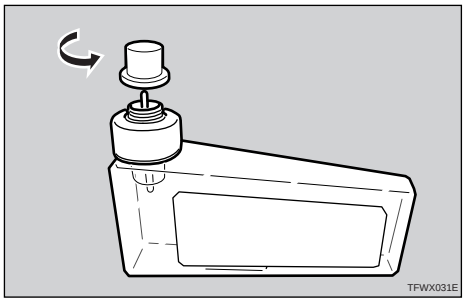
1 Turn off the printer's power switch.

2 Replace the oil bottle.

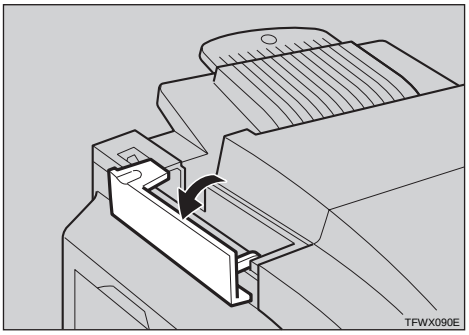
❶ Remove the green cap from the new oil bottle.

Important

❒ Hold the clear cap while turning the green cap. Do not remove the clear cap.

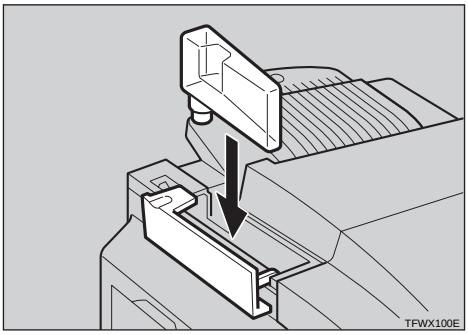


❷ Open the fuser oil bottle cover of the printer.



❸ Remove the used oil bottle from the printer carefully.

❹ Insert the new oil bottle into the oil bottle case.



❺ Close the fuser oil bottle cover.

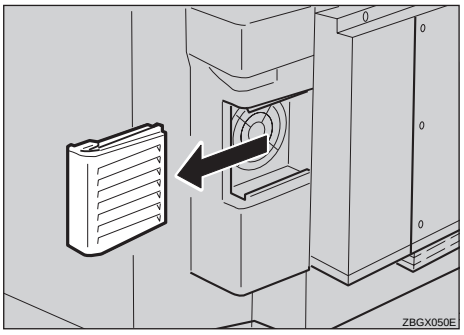
Important

❒ The fuser oil bottle cover should be kept closed.

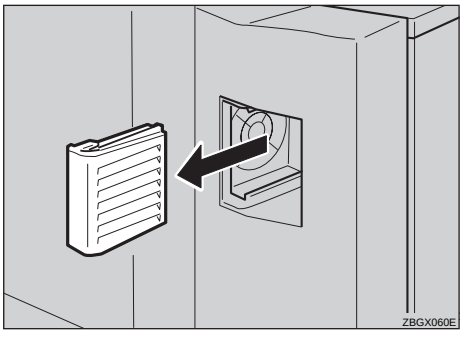
3 Replace the ozone filter on the rear of the printer.

❶ Remove the ventilator hole cover.

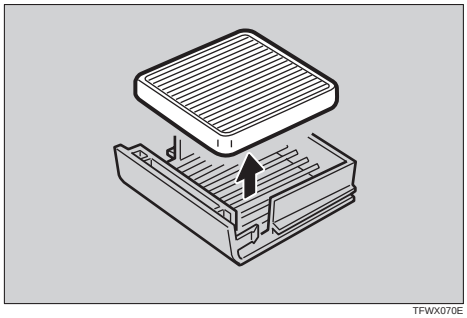
❖ **Simplex printer**



❖ **Duplex printer**



❷ **Remove the ozone filter from inside the ventilator hole cover.**

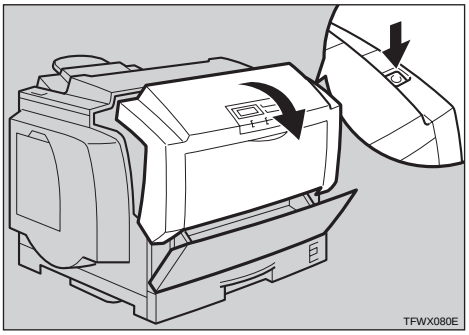


❸ **Install a new ozone filter on the ventilator hole cover.**

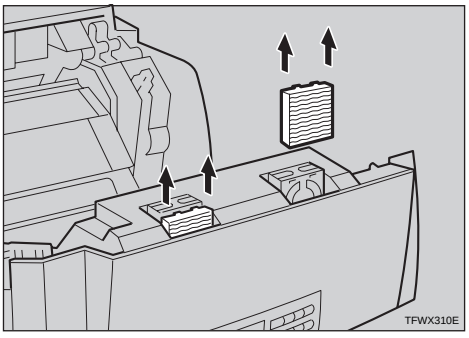
❹ **Return the ventilator hole cover its original position.**

4 **Replace the two ozone filters inside the printer.**

❶ **Push the front cover release button and open the front cover.**

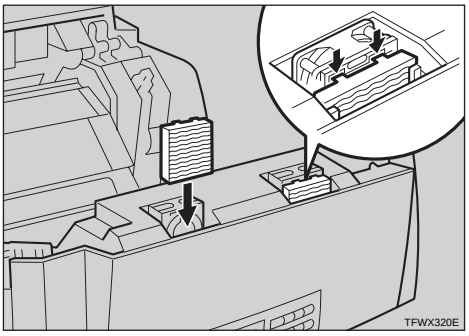


❷ **Grasping the ozone filter by its tab, remove it from the printer.**



❸ **Insert a new ozone filter into the printer.**

Slide the filter into the stopper. Two small thin plastic tabs of the top of the filter should click into place.



❹ **Close the front cover.**

Confirm that the front cover close properly.

5 **Turn on the printer's power switch.**

Note

❒ After replace the fuser oil bottle, it takes a few minutes until the message clears.

Replacing the Waste Toner Bottle

Replace the waste toner bottle whenever the following messages appear on the panel display.

```
IPDL-C
Waste T Full
```

```
Waste Toner is
Full
```

⚠ ***WARNING:***

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

⚠ ***CAUTION:***

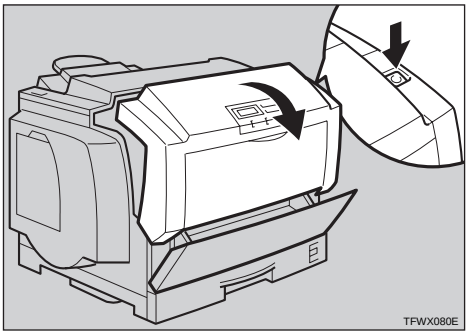
- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

Note

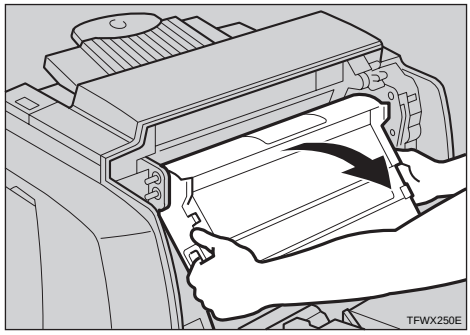
❒ Before removing the waste toner bottle from the printer, spread paper or some other material around the area you are working to keep toner from making floor dirty.

1 **Turn off the printer's power switch.**

2 **Push the front cover release button and open the front cover.**

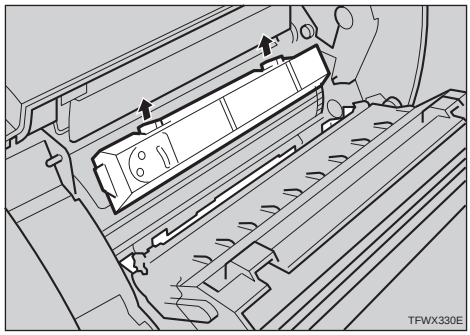


3 **Holding the green inset grips of the photoconductor unit, pull the top of the unit forward.**



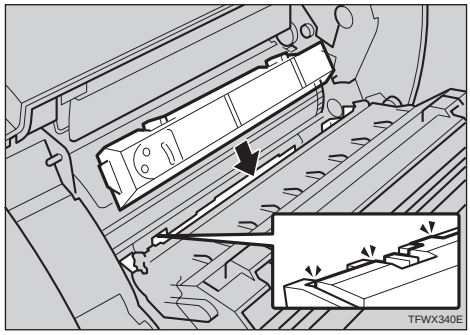
4 **Replace the waste toner bottle.**

❶ **Grasping the waste toner bottle by its green tabs, remove it from the printer.**



❷ **Insert a new waste toner bottle at the rear of the photoconductor unit.**

Insert a new waste toner bottle completely. Otherwise, print problem may occur.



5 **Holding the green inset grips of the new photoconductor unit, push the unit back to its original position.**

6 **Close the front cover.**

Confirm that the front cover closes properly.

7 **Turn on the printer's power switch.**

Replacing the Charger

Replace the charger whenever the following message appears on the panel display.

```
IPDL-C
Need Char&err
```

⚠ ***WARNING:***

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

⚠ ***CAUTION:***

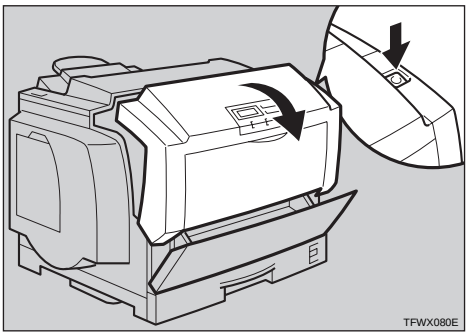
- *When accessing the inside of the machine, do not touch any sections other than those specified in this manual. If you do, it might result in receiving a burn or injury.*

Note

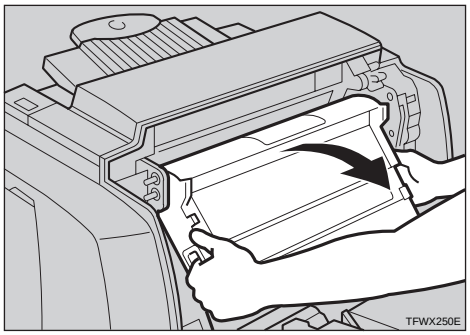
❒ Before removing the charger from the printer, spread paper or some other material around the area you are working to keep toner from making floor dirty.

1 **Turn off the printer's power switch.**

2 **Push the front cover release button and open the front cover.**

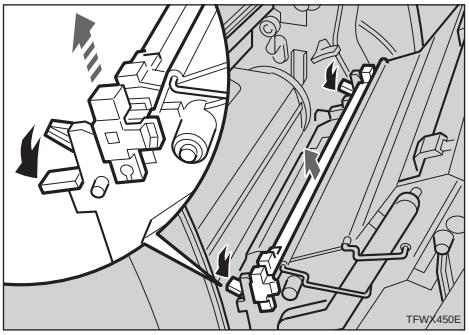


3 **Holding the green inset grips of the photoconductor unit, pull the top of the unit forward.**



4 Push the right and left lock levers of the charger.

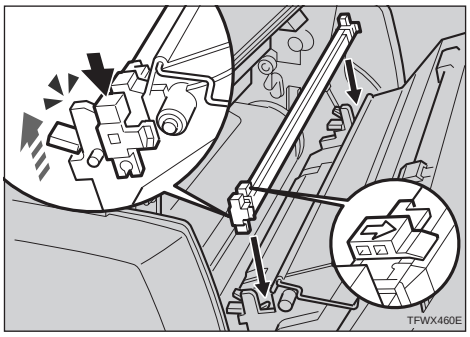
The locks release, and the charger is lifted slightly.



5 Remove the charger.

6 Install a new charger into the printer.

Insert the new charger into the printer with the arrow of the charger cleaner's lever facing toward you. The charger locks automatically.



Note

❒ Return the charger cleaner to the left or print problems may occur.

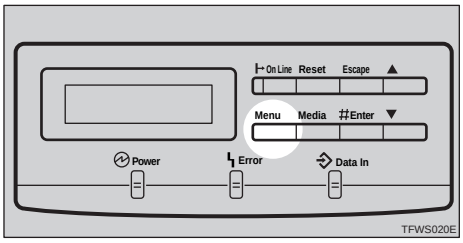
7 Holding the green inset grips of the new photoconductor unit, push the unit back to its original position.

8 Close the front cover.

Confirm that the front cover closes properly.

9 Turn on the printer's power switch.

10 Press 【Menu】.



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

11 Press 【▼】 or 【▲】 to display "Maintenance", and then press 【Enter】.

```
<Menu>
Maintenance
```

12 Confirm that "1.Reinstall" is on the display, and then press 【Enter】.

```
<Maintenance>
 1.Reinstall
```

13 Press 【Enter】.

```
<Reinstall>
 Charger
```

14 Press 【Enter】.

```
<Charger>
 Press # key
```

The counter is cleared and returns to the "Maintenance" menu.

15 Press 【On Line】.

The "Ready" message appears on the panel display.

5. Using the Operation Panel

Though the factory default settings of the printer are suitable for most printing jobs, the printer menu gives you access to a number of settings that control basic printer operations. The printer menu settings you make are retained even when you turn off the printer.

This section provides the following printer menu information.

❖ **Setting Menus**
Describes the basic procedures for changing the printer menu settings.

❖ **Protecting the Menus**
Describes how to protect the "System Menu" settings against accidental changes.

❖ **Menu Table**
A table chart that shows all of the printer menu items.

❖ **Menu Settings**
Provides short explanations of each printer menu setting and what it does.

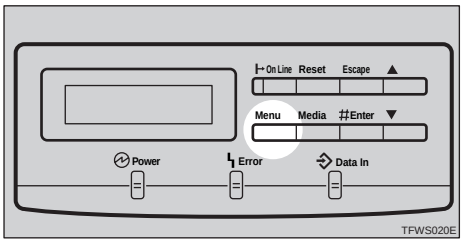
Note

❖ **【Menu】and【Media】setting priorities**
Some of the settings accessed by【**Menu**】can be accessed by【**Media**】. Settings made by【**Menu**】take priority over settings by【**Media**】.

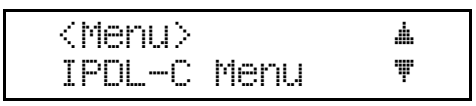
Setting Menu

The following procedure describes how to change the paper size setting when the paper size dial is set to "✳".

1 Press【Menu】.



The following message appears on the panel display.



2 **Press [▼] or [▲] to display the screen for the setting you want to change, and then press [Enter].**

```
<Menu>          ▲
System Menu     ▼
```

The following message appears on the panel display.

```
<System Menu>   ▲
 1.Paper Tray   ▼
```

3 **Press [▼] or [▲] to display the screen for the menu item you want to change, and then press [Enter].**

```
<System Menu>   ▲
 2.Tray Size[*] ▼
```


An asterisk ("*") is indicated at the left side of the currently selected item.

```
<Tray Size[*]>  ▲
*8.5x13         ▼
```

4 **Press [▼] or [▲] to display the screen for the setting you want to change, and then press [Enter].**

```
<Tray Size[*]>  ▲
 8.25x13        ▼
```

This registers the setting.

5 **Repeat steps 3 and 4 to change other settings.**

6 **Press [On Line].**

The following message appears on the panel display.

```
Take Offline
Then Press Reset
```

7 **Press [On Line].**

The **On Line** indicator stays off and the printer enters offline.

8 **Press [Reset].**

This restarts the printer with the new settings.

Note

❒ You can check the current menu settings by printing a configuration page.
⇒ P.99 *"Printing the Configuration Page"*

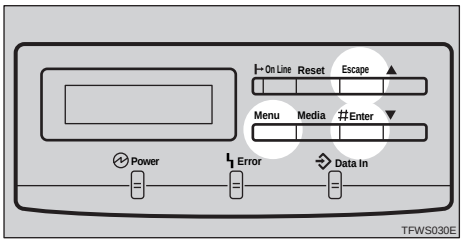
Protecting the Menus

This procedure describes how to protect the System Menu settings against accidental changes. It makes it impossible to change the System Menu settings you make with the normal procedure unless you perform the required key operation. In a network environment, protecting settings restricts changes to the System Menu settings to network administrators.

Protecting the Menus

1 Check if the On Line indicator stays on. If not, press [On Line].

2 Press [Enter], then [Escape], and then [Menu].



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

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

```
<Menu>
Maintenance
```

The following message appears on the panel display.

```
<Maintenance>
 1.Reinstall
```

4 Press [▼] or [▲] to display "7.Menu Protect", and then press [Enter].

```
<Maintenance>
 7.Menu Protect
```

The following message appears on the panel display.

```
<Menu Protect>
Off
```

5 **Press [▼] or [▲] to display "On", and then press [Enter].**

```
<Menu Protect>
On
```

This registers the setting and the “Maintenance” menu appears.

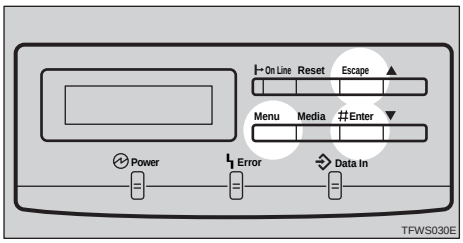
6 **Press [On Line].**

The "Ready" message appears on the panel display.

Removing Protection

1 **Check if the On Line indicator stays on. If not, press [On Line].**

2 **Press [Enter], then [Escape], and then [Menu].**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

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

```
<Menu>
Maintenance
```

The following message appears on the panel display.

```
<Maintenance>
 1.Reinstall
```

4 **Press【▼】or【▲】to display "7.Menu Protect", and then press【Enter】.**

The following message appears on the panel display.M

5 **Press【▼】or【▲】to display "Off", and then press【Enter】.**

This turns off protection and returns to the “Maintenance” menu.

6 **Press【On Line】.**

The "Ready" message appears on the panel display.

Menu Table

IPDL-C Menu	1. Job Timeout
	2. I/O Timeout
RPS2 Menu	1. Color Level
	2. Color Mode
	3. Color Set
	4. ColorProfile
	5. Toner Saving
	6. Dithering
	7. Paper Type
	8. Auto Tray SW
	9. Duplex Print *1
	A.Duplex Bind *1
	B. Job Timeout
	C. I/O Timeout
	D. Feed Timeout
	E. Print Errors
	F. KTalk Mode *2
	G. Parallel IF
	H. Parallel IF2 *3
System Menu	1. Paper Tray
	2. Tray Size[*]
	3. Bypass Use
	4. I/O Buffer
	5 Energy Saver
	6. Energy Level
	7. PDL Sensing
	8. Transfer
	9. Parallel 1
	10. Parallel 2
	11. Bi-direction
	12. OHP Slip

System Menu	13. PrinterLang.
	14. Language
	32. IP Address *6
	33. Subnet Mask *6
	34. Gateway Add *6
	35. Access CTL. *6
	36. Access Mask *6
	37. Net Boot *6
	38. Frame NW *6
	39. Active PTL. *6
Maintenance	1. Reinstall ⇒ P.80 *"Replacing the Charger"*
	2. Toner Select ⇒ P.73 *"Replacing a specific toner cartridge"*
	3. Toner Level ⇒ P.67 *"Adjusting the Image Density"*
	4. Registration ⇒ P.69 *"Adjusting the Setting of Registration of the Paper Tray"*
	5. Toner Empty ⇒ P.68 *"Setting the Toner Empty Menu"*
	6. Menu Reset ⇒ P.104 *"Resetting Menus"*
	7. Menu Protect *4 ⇒ P.85 *"Protecting the Menus"*
	8. Log Protect *4 ⇒ P.108 *"Protecting the User Code Record"*
	9. Log Clear *5 ⇒ P.109 *"Deleting the User Code Record"*
	10.Ethernet *4 *6 ⇒ P.49 *"Printer Does Not Print"*
List Print	1. Config.Page ⇒ P.99 *"Printing the Configuration Page"*
	2. Color Sample ⇒ P.103 *"Printing the Color Sample"*
	3. Job Log
	4. Statistics
Select PDL	

*1 This menu appears when you use the duplex printer.
*2 The setting is not effective.
*3 Available only when the optional parallel interface board is installed in the printer.
*4 This menu appears when **【Enter】**, **【Escape】** and **【Menu】** are pressed while the printer is online.
*5 If "Log Protect" is set to "On", this menu will not appear.
*6 Available only when the optional Network Interface Board is installed in the printer.

Menu Settings

IPDL-C Menu

The following are the settings you can make with "IPDL-C Menu".

Note

❒ Italicized settings indicate default settings.

❖ **1. Job Timeout**

You can set how many seconds the printer waits before terminating a print job when the printer does not receive the end of that print job. "000 Off" is endless wait. The job is automatically cancelled if time runs out.

- *000 Off*
- 1 to 999 seconds by 1

❖ **2. I/O Timeout**

You can set how many seconds the printer waits for more print data before ending its waiting condition for data and terminating a job. "000 Off" is endless wait. The job is automatically cancelled if no data is received for the selected time.

- 000 Off
- 1 to 999 seconds by 1 *(999 seconds)*

RPS2 Menu

The following are the settings you can make with "RPS2 Menu". The settings made with the printer driver normally take priority, except when a printer driver setting is set to use the printer's settings.

Note

❒ Italicized settings indicate default settings.

❖ **1.Color Level**

You can select the number of colors used per dot to **[1 bit]** or **[2 bit]**.

- 1 bit
- *2 bit*

❖ **2.Color Mode**

You can select either monochrome or color printing.

- *Color*
- Black & White

❖ 3.Color Set (Color Setting)

You can select the correction method used for converting the RGB data to CMYK data.

- Off
  No modification to the color setting.
- Vivid
  Select this setting to perform CMYK conversion with enhanced saturation and brightness to print vivid colors.
- Super Vivid
  Select this setting to perform CMYK conversion. The colors printed with this setting are more vivid than those printed with the "Vivid" setting. All of the colors in the image, especially the lighter ones, are emphasized.
- *Fine*
  Select this setting to perform color matching based on the printer's built-in color rendering dictionaries, and perform CMYK conversion. It makes it possible to print colors that are close to the displayed colors on the computer screen.
  The color rendering dictionaries refer to the contents selected by "ColorProfile". This setting is useful when the application and printer driver do not support the color matching features.

  Note

  ❒ The color rendering dictionary that is selected on "ColorProfile" is used.
- Super Fine
  Like the "Fine" setting, the color rendering dictionary is used, however, output is more vivid. This setting is enabled to make light colors print more vivid.

❖ 4.ColorProfile

You can select the color rendering dictionary (CRD). The CRD is referred to for color matching, so you should select the appropriate CRD for the document you are printing. The CRD you select is also referred to when "Fine" or "Super Fine" is selected for "Color Set".

Note

❒ When selecting "OHP" as the paper type, the CRD automatically adjusts to use a color profile specifically for OHP. Even though the color profile has been optimized for OHP, the adjustments are automatic and are not indicated on any of the dialog boxes. In this case, this setting is not enabled.

- Photograph
  Use this setting to enhance the reproduction of photos and graphics that include midtones.
- *Presentation*
  Use this setting to enhance the reproduction of documents that contain text and graphics. This CRD is best for printing colored charts, graphs, presentation materials and so on. If you use this CRD for printing photographs, color gradations might not be reproduced well.

- Solid Color
  Use this setting to print specific colors, logos and so on.

❖ 5.Toner Saving

You can select whether Toner Saving is available or not.

- *Off*
- On

Note

❒ Turning on toner saving can cause the output to become blurred and result in very thin lines not printing at all. In the case of color printing, toner saving can cause colors to be different from those expected. Because of this, use toner saving only for proofing and intermediate drafts, and turn it off for final prints when top quality is important.

❖ 6.Dithering

You can select the image mode that is best for the type of data you are printing.

- *Auto*
  Select this setting to automatically select a mode that is suitable for printing.
- Photographic
  Select this setting to print photographs.
- Text
  Select this setting to print text.

❖ 7.Paper Type

You can select the paper type for printing as: Plain Paper, Thick Paper, or OHP Transparency.

- *Plain Paper*
- OHP
- Thick Paper
- Plain (Duplex Backside)
- Thick (Duplex Backside)

Note

❒ Selecting an OHP Transparency as the paper type automatically adjusts internal settings to use a color profile specifically for OHP. Even though the color profile has been optimized for OHP, the adjustments are automatic and are not indicated on any of the dialog boxes. In this case, " Color Profile" is not enabled.

❖ **8.Auto Tray SW (Auto Tray Switch)**

You can select whether or not the printer will automatically switch to the other tray if it has the same paper size as the current tray when paper runs out while printing.

- *On*
- Off

Note

❒ To use this feature, the optional tray unit should be installed on the printer, and paper having the same size and direction should be loaded in both the standard and optional trays.

❖ **9.Duplex Print**

You can select whether to use the duplex printing or not.
This item can be used only on the duplex printer.

- *Off*
- On

❖ **A.Duplex Bind**

You can select the binding position of duplex prints.
This item can be used only the duplex printer.

- *Long Edge*
- Short Edge

❖ **B.Job Timeout**

You can set how many seconds the printer waits before terminating a print job when the printer does not receive the end of the current print job. The job is automatically cancelled if time runs out.

- *000 Off*
- 1 to 999 seconds by 1

❖ **C.I/O Timeout**

You can set how many seconds the printer waits for more print data before ending its wait period and terminating a job. The job is automatically cancelled if no data is received for the selected time.

- 000 Off
- 1 to 999 seconds by 1 *(300 seconds)*

❖ **D.Feed Timeout**

You can set how many seconds the printer waits for the correct paper size loaded, when paper runs out while printing. The job is printed with the paper currently loaded if the correct size is not loaded within the selected time.

- 000 Off
- 1 to 999 seconds by 1 *(60 seconds)*

❖ **E.Print Errors**
You can select if an error report should be printed from the current tray when a PostScript error occurs while printing.

- *Off*
  No error report is printed when an error occurs.
- On
  An error report is printed when an error occurs. It uses some of the VM area to turn this feature on.

❖ **F.KTalk Mode**
This setting is not available.

❖ **G.Parallel IF1**
You can select the parallel interface timing. When "SystemDefault" is selected, the setting in the "System Menu" is used.

- *SystemDefault*
- ACK Inside
- ACK Outside

❖ **H.Parallel IF2**
You can select the parallel interface timing. When "SystemDefault" is selected, the setting in the "System Menu" is used.

- *SystemDefault*
- ACK Inside
- ACK Outside

Important
❒ Do not use the "ACK Outside" setting.

System Menu

The following are the settings you can make with the "System Menu".

Note
❒ Italicized settings indicate default settings.

❖ **1. Paper Tray**
You can select the default paper tray that is selected whenever you turn on the printer.

- *Tray1*
- Tray2 (option)
- Tray3 (option)
- Bypass

❖ 2. Tray Size[*]

You can select the size of the paper tray whenever you set the paper size dial to "✳".

- B4 JIS
- B5 JIS
- 8.5×5.5
- 8x13
- 8.25x13
- *8.5×13*
- A5

Note

❒ The paper size specified here is applied to all paper trays (Tray 1, 2 and 3 excluding the bypass tray). You cannot select the paper size individually for each tray.

❒ A5 and Half Letter are supported only by Tray 1. If you select A5, Tray 2 and 3 ignore the setting, and the default paper size (8.5×13) will be selected automatically. For more information about loading paper, see P.30 *"Loading Paper"*.

❖ 3. Bypass Use

You can select whether or not the printer should be searched the bypass tray when "Auto Tray Select" is selected in "Paper Tray:" using the printer driver. Selecting "Manual" is not searched the bypass tray.
The paper size setting selected with the printer driver overrides the one selected with the operation panel.

- *Manual*
- Auto/Tray

Note

❒ This item is available when the printer language is set to IPDL-C.

❖ 4. I/O Buffer

You can select the size of the I/O buffer. Normally it is not necessary to change this setting.

- 16KB
- 32KB
- 64KB
- *128KB*
- 256KB
- 512KB

❖ 5. Energy Saver

You can select after how many minutes the printer should enter the Energy Saver mode if no operation is performed. The Energy Saver mode reduces electric power consumption.

- Off
- 5min
- 15min
- 30min
- 45min
- *60min*

Important

❒ After the printer enters Energy Saver mode, it takes some time to warm up again when print data is received.

❖ 6. Energy Level

You can select the Energy Saver mode level. “Level 1” is the default setting and saves more power consumption than ”Level 2”.

- *Level 1*
- Level 2

Note

❒ “Level 1” takes about six minutes to return to the ready condition.

❒ “Level 2” takes about one minute to return to the ready condition.

❖ 7. PDL Sensing

You can set whether or not the printer will automatically switch the printer language to the appropriate one for the print jobs.

- *Auto*
- Manual

❖ 8. Transfer

You can select the data transfer speed of the parallel interface. If you are having trouble with data transfers, try changing this setting to “Normal”.

- *Hi-speed*
- Normal

Note

❒ This setting is effective only for "Parallel 1".

❖ 9. Parallel 1

You can select the parallel interface timing setting. Normally it is not necessary to change this setting.

- ACK Inside
- *ACK Outside*
- STB Down

❖ **10. Parallel 2**

You can select the optional parallel interface timing setting. Normally it is not necessary to change this setting.

- *ACK Inside*
- ACK Outside
- STB Down

Note

❒ Do not use the "ACK Outside" setting.

❖ **11. Bi-direction**

You can select the printer response mode for status fetch requests when the standard parallel interface is being used. Use the "Standard" setting when you are experiencing problems while the printer is connected to another manufacturer's print box.

- *Original Mode*
- Standard

Note

❒ This setting is effective only for "Parallel 1".

❖ **12. OHP Slip**

OHP Slip is a sheet of paper placed between printed OHP transparencies. You can turn this function off and on. For more information, see P.83 *"Using the Operation Panel"*.

- *On*
- Off

❖ **13. PrinterLang.**

You can select the printer language that is automatically set when the printer is turned on.

- *IPDL-C*
- RPS

❖ **14. Language**

You can select the language of the text that appears on the panel display.

- *English*
- French
- German
- Italian
- Dutch
- Spanish
- Japanese

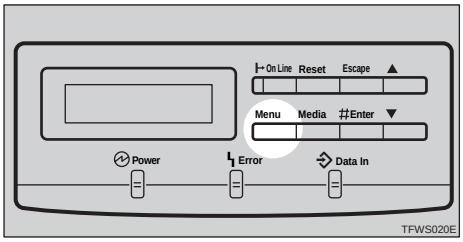
❖ **32. IP Address – 39. Active PTL.**
These items appear when the optional Network Interface Board is installed in the printer.

Reference
⇒ the "Setup Guide" that comes with the printer

Changing the Printer Language

This section describes how to change the printer language on the operation panel. Changing IPDL-C or RICOH-SCRIPT2 (RPS2) is required when you set the menu for each printer language.

1 **Press [Menu].**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

2 **Press [▼] or [▲] to display "Select PDL", and then press [Enter].**

```
<Menu>
Select PDL
```

3 **Press [▼] or [▲] to display the printer language you want to use, and then press [Enter].**

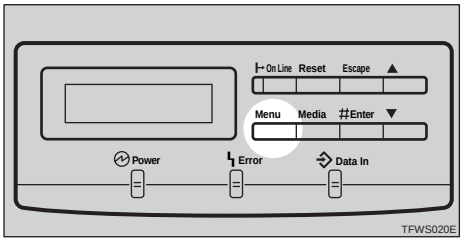
```
<Select PDL>
 Option#1 RPS2
```

4 **Press [On Line].**
The "Ready" message appears on the panel display.
Confirm that the selected printer language appears on the panel display.

Printing the Configuration Page

Use the following procedure to print the configuration page which shows the current printer settings.

1 **Press [Menu].**



The following message appears on the panel display.

```
<Menu>          ▲
IPDL-C Menu     ▼
```

2 **Press [▼] or [▲] to display "List Print", and then press [Enter].**

```
<Menu>          ▲
List Print      ▼
```

The following message appears on the panel display.

```
<List Print>    ▲
 1.Config.Page  ▼
```

3 **Confirm that "1.Config.Page" is on the display, and then press [Enter].**

The following message appears on the panel display.

```
<Config.Page>
 Press # key
```

4 **Press [Enter].**

This starts printing the configuration page.

5 **Press [On Line].**

The "Ready" message appears on the panel display.

Interpreting the Configuration Page

Interpreting the Configuration Page/IPDL-C

Reference

❖ **Firmware Version**
This shows the printer firmware version.

❖ **Total Installed RAM**
This shows the total amount of memory installed in the printer.

❖ **Option Interface**
This indicates whether there is an optional parallel interface board or Network Interface Board installed in the printer.

Printer Information

❖ **Tray1, Bypass Tray**
This shows the paper sizes specified with the paper size dial and the operation panel for the standard paper tray and the bypass tray.
If you install the paper feed unit, it is described as “Tray2” and/or “Tray3”.

Note

❒ If "FRE" is indicated for bypass tray, it means "Custom Size" is set for bypass tray. "R" after paper size (A3, for example) means that paper is set in the short-edge feed direction.

Paper size	Indication on the configuration page
A3	A3R
B4 JIS	B4R
A4	A4
B5 JIS	B5
A5	A5
B6 JIS	B6R
A6	A6R
11"×17"	DLR
$8\frac{1}{2}$"×14"	LGR
$8\frac{1}{2}$"×11"	LT

Paper size	Indication on the configuration page
$5^1/_2$"×$8^1/_2$"□	HL
$7^1/_4$"×$10^1/_2$"□	EX
8"×13"□	FR
$8^1/_4$"×13"□	FLR
$8^1/_2$"×13"□	F4R
Custom	FRE

❖ **Total Pages**

This is the total number of pages printed by the printer to date.

- Color Counter
  This is the number of pages printed with full color.
- B/W Counter
  This is the number of pages printed with black and white.

❖ **Printer Error**

This shows information about the status of consumable items, etc.

Status List

❖ **IPDL-C**

This shows current "IPDL-C" settings. ⇒ P.90 *"IPDL-C Menu"*

❖ **System**

This shows current "System Menu" settings. ⇒ P.94 *"System Menu"*

❖ **Network**

These are the settings and status of the optional Network Interface Board. They appear when an optional Network Interface Board is installed in the printer.

Error Log

This is a log of printer errors.

Interpreting Configuration Page/RICOH-SCRIPT2

❖ **Reference**
Shows the printer system version and so on. You can also see the status of the paper tray.

❖ **Tray Status**
Shows the status of the paper trays.
If you install the paper feed unit, it is described as “Tray2” and/or “Tray3”.
If "FRE" is indicated for bypass tray, it means "Custom Size" is set for bypass tray.

❖ **RPS2 Status**
Shows the current settings for the RPS2 mode.

❖ **Memory Status**
Shows the amount of printer memory, VM area and so on.

Reference
For more information about printer memory and VM area, see the “Operating Instructions” for RICOH-SCRIPT2 included as a PDF file on the CD-ROM.

❖ **Font Status**
This is not used for this printer.

❖ **Installed Fonts**
Shows the fonts installed on the printer.

❖ **Interface Status**
Shows that the Network Interface Board is installed.

❖ **Network & TCP/IP Status**
Shows the network and TCP/IP items and their settings.

❖ **Netware Status**
Shows the NetWare items and their settings.

❖ **NetBEUI Status**
Shows the NetBEUI items and their settings.

❖ **AppleTalk Status**
Shows the AppleTalk items and their settings.

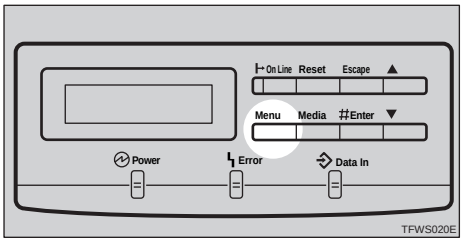
Printing the Color Sample

Use the following procedure to print the color sample.

Note

❒ You should select A4 or $8^1/_2$″×11″ paper to print the color sample.

1 **Press [Menu].**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

2 **Press [▼] or [▲] to display "List Print", and then press [Enter].**

```
<Menu>
List Print
```

The following message appears on the panel display.

```
<List Print>
 1.Config.Page
```

3 **Press [▼] or [▲] to display "2.Color Sample", and then press [Enter].**

```
<List Print>
 2.Color Sample
```

The following message appears on the panel display.

```
<Color Sample>
 Press # key
```

4 **Press [Enter].**

This starts printing the color sample.

5 **Press [On Line].**

The "Ready" message appears on the panel display.

Resetting Menus

Use the following reset procedure to return the settings of all menus to their initial default settings.

Note

❒ If menu protection is turned on, you cannot reset menus. Follow the procedure on P.86 *"Removing Protection"* to turn off menu protection and then follow the procedure below.

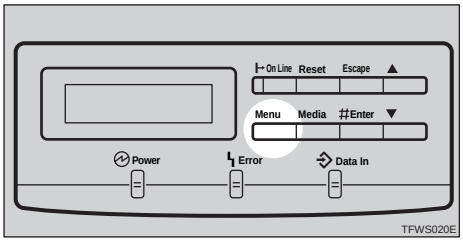
Limitation

❒ The following items do not reset.

- Registration (⇒ P.69)
- Image Density (⇒ P.67)
- Paper Size of the bypass tray (⇒ P.31)

1 Turn on the printer's power switch.

2 Press [Menu].



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

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

```
<Menu>
Maintenance
```

The following message appears on the panel display.

```
<Maintenance>
 1.Reinstall
```

4 **Press【▼】or【▲】to display "6.Menu Reset", and then press【Enter】.**

```
<Maintenance>
 6.Menu Reset
```

The following message appears on the panel display.

```
<Menu Reset>
 Press # key
```

5 **Press【Enter】.**

The following message appears on the panel display.

```
Take Offline
Then Press Reset
```

This returns to the “Maintenance” menu.

6 **Press【On Line】.**

The "Ready" message appears on the panel display.

7 **Press【On Line】.**

The **On Line** indicator stays off and the printer enters offline.

8 **Press【Reset】.**

This resets all menus to their initial factory defaults, and returns to the "Ready" message appears on the panel display.

Administering Printing by User Code

This printer keeps a record of the number of pages printed under each User Code set in the printer driver. Using eight digit codes allow you to keep a record of the number of prints made under each User Code for three types of printing. There are "Black" (black and white), "Two-color" (two colors or less excluding black and white) and "Full Color" (three or four colors). By assigning User Codes to each department or user in the office, for example, you can keep track of the number of pages printed by each department or user. Up to 100 User Codes are available.

Important

- ❒ If you reinstall the printer driver, reinstall all User Codes.
- ❒ With Windows 95/98, you can only change User Codes after reinstalling the printer driver.
- ❒ With Windows 95/98, if the printer name is changed after installing the printer driver, User Codes will be cancelled.

Note

- ❒ With Windows 95/98, set User Codes during the IPDL-C printer driver installation.
- ❒ With Windows 2000, set User Codes on the **[Statistics Code]** tab of the Printer Properties after installing the IPDL-C printer driver.
- ❒ With Windows NT 4.0, set User Codes on the **[Statistics Code]** tab of the Printer Properties after installing the IPDL-C printer driver.
- ❒ With the RICOH-SCRIPT2 printer driver, select whether or not to use fixed User Code.
- ❒ You can view the contents of a statistics report with PRINTER MANAGER FOR ADMINISTRATOR.
- ❒ Using PRINTER MANAGER FOR ADMINISTRATOR, you can save the report as a CSV file.

Reference

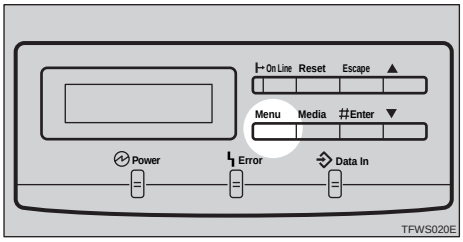
For the name of PRINTER MANAGER FOR ADMINISTRATOR you use, see the inside of front cover of this manual.

For more information about PRINTER MANAGER FOR ADMINISTRATOR, see PRINTER MANAGER FOR ADMINISTRATOR Help.

Viewing the Number of Pages Printed Under Each User Code

The following procedure describes how to print the list of User Codes and the number of pages printed under each User Code.

1 **Press [Menu].**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

2 **Press [▼] or [▲] to display "List Print", and then press [Enter].**

```
<Menu>
List Print
```

The following message appears on the panel display.

```
<List Print>
 1.Config.Page
```

3 **Press [▼] or [▲] to display "4.Statistics", and then press [Enter].**

```
<List Print>
 4.Statistics
```

The following message appears on the panel display.

```
<Statistics>
 Press # key
```

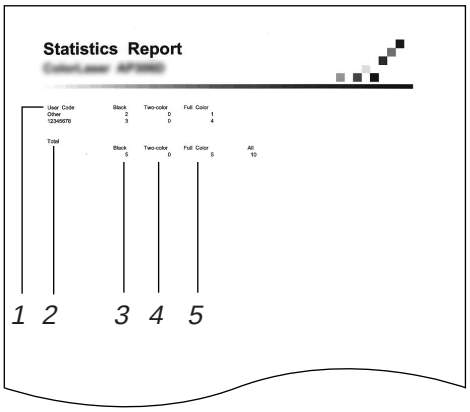
4 **Press [Enter].**

This prints the statistics report.

5 **Press [On Line].**

The "Ready" message appears on the panel display.

Reading the Statistics Report



1. User Code

Shows a list of User Codes. However, if User Codes have not been configured, "Other" appears. With RICOH-SCRIPT2, User Code is fixed to "99999999".

2. Total

Indicates the total number of pages printed in "Black", "Two-color" and "Full Color" for each User Code. "All" indicates the combined total of printed pages.

3. Black

Indicates the number of pages printed in black and white.

4. Two-color

Indicates the number of pages printed with two colors or less (excluding black and white).

5. Full Color

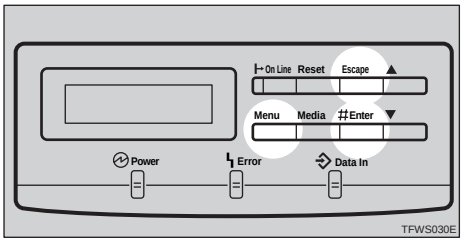
Indicates the number of pages printed with three or four colors.

Protecting the User Code Record

This procedure describes how to protect the User Code record against accidental changes.

1 Check if the On Line indicator stays on. If not, press [On Line].

2 Press [Enter], then [Escape], and then [Menu].



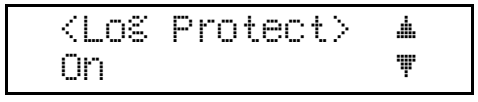
The following message appears on the panel display.

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

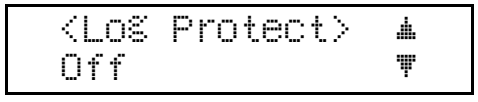
The following message appears on the panel display.

4 **Press [▼] or [▲] to display "8.Log Protect", and then press [Enter].**

The following message appears on the panel display.



5 **Press [▼] or [▲] to select "On" or "Off", and then press [Enter].**



This registers the setting and returns to the "Maintenance" menu.

6 **Press [On Line].**

The "Ready" message appears on the panel display.

Deleting the User Code Record

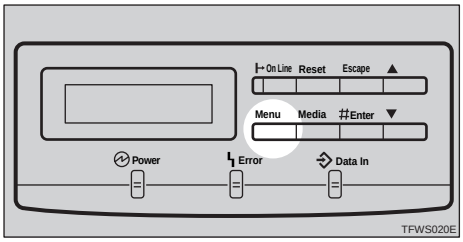
This procedure describes how to clear the User Code record.

Note

❒ If "Log Protect" is set to "On", you can not delete the User Code record. Select "Off" in "Log Protect", and then follow the procedure below. ⇒ P.108 *"Protecting the User Code Record"*

1 **Check if the On Line indicator stays on. If not, press [On Line].**

2 **Press [Menu].**



The following message appears on the panel display.

```
<Menu>
IPDL-C Menu
```

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

```
<Menu>
Maintenance
```

The following message appears on the panel display.

```
<Maintenance>
 1.Reinstall
```

4 **Press [▼] or [▲] to display "9.Log Clear", and then press [Enter].**

```
<Maintenance>
 9.Log Clear
```

The following message appears on the panel display.

```
<Log Clear>
 Press # key
```

5 **Press [Enter].**

This clears the User Code record.

6 **Press [On Line].**

The "Ready" message appears on the panel display.

Using the Job Log

This printer records a job log which shows the time of each print job, the number of pages, and the current print status of each job. The job log also shows a User ID for each job, making it easy to find the job in the log.

You can set up a User ID using eight characters or less. It can help you to find your own jobs among many who share same User Code.

Note

❒ Set up a User ID with the printer driver when you print.

❒ You can change the User ID every time you print.

❒ You can also browse the job log on the computer using PRINTER MANAGER FOR ADMINISTRATOR/CLIENT.

❒ Turning off the power or resetting the printer deletes the job log.

Limitation

❒ Up to 64 User IDs are available at the same time. If the number of IDs exceeds 64, the oldest is deleted.

Reference

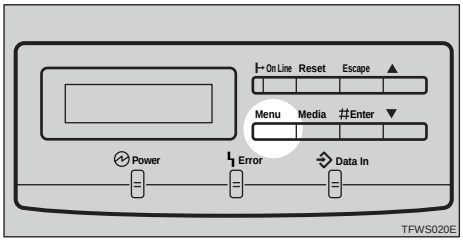
For the name of PRINTER MANAGER FOR ADMINISTRATOR/CLIENT you use, see the inside of front cover of this manual.

For more information about PRINTER MANAGER FOR ADMINISTRATOR/CLIENT, see PRINTER MANAGER FOR ADMINISTRATOR/CLIENT Help.

Printing the Job Log

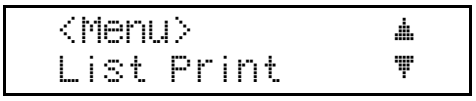
The following procedure describes how to print the job log.

1 **Press [Menu].**



The following message appears on the panel display.

2 **Press【▼】or【▲】to display "List Print", and then press【Enter】.**



The following message appears on the panel display.

3 **Press【▼】or【▲】to display "3.Job Log", and then press【Enter】.**

The following message appears on the panel display.

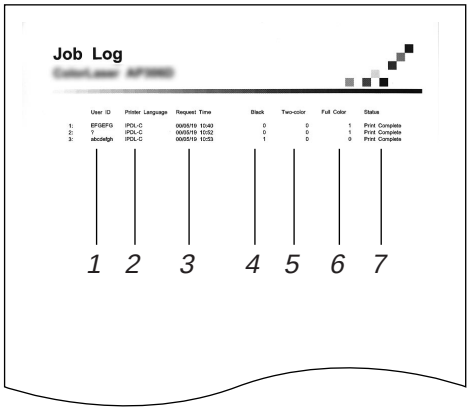
4 **Press【Enter】.**

This prints the job log.

5 **Press【On Line】.**

The "Ready" message appears on the panel display.

Reading the Job Log



1. User ID

Shows a list of User IDs. However, if User IDs have not been configured, "?" appears. Wiht RICOH-SCRIPT2, User ID is fixed to “RPS2”.

2. Printer Language

Indicates the printer language, either IPDL-C or RICOH-SCRIPT2 (RPS2).

3. Request Time

Indicates the time when the job was requested by the printer driver.

Note

❒ It is not available with RICOH-SCRIPT2.

4. Black

Indicates the number of pages printed in black and white.

5. Two-color

Indicates the number of pages printed with two colors or less (excluding black and white).

6. Full Color

Indicates the number of pages printed with three or four colors.

7. Status

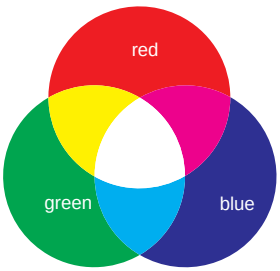
Indicates the current status of each job.

Color Guide

Color Printing Basics

Additive (Emitted) and Subtractive (Reflected) Color Models

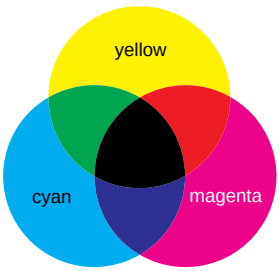
All light is a mixture of red, green, and blue, which is normally called the RGB model. When red, green, and blue are of equal intensities, the RGB color model produces white.



Note

❒ RGB is also called additive or emitted color. The colors on your computer screen are produced by varying the intensities of RGB.

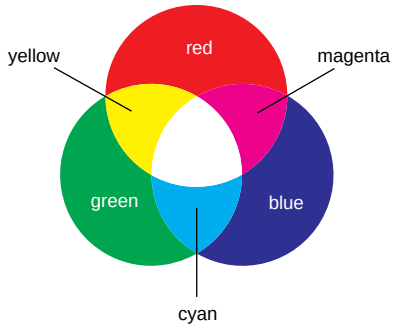
Printed color is a mixture of cyan, magenta, and yellow, which is normally called the CMY color model. When mixed in equal proportions the CMY color model produces black.



Note

❒ CMY is also called subtractive or reflective color. The printer uses CMY toner plus K (black) toner (CMYK color model) to provide full color printing.

The colors of the RGB color model can be mixed to produce the cyan, magenta, and yellow of the CMY color model and vice versa. Two colors of one model are mixed to produce the color of the other model (mixing blue and green produces cyan, for example). The remaining color is the complement of the color produced (red in this example). Complementary colors are: red and cyan, green and magenta, blue and yellow.



Printed Color

The printer produces full-color output using four toner colors: cyan, magenta, yellow, and black. These four colors make up the CMYK color model.

Note

❒ Mixing CMY in equal proportions should hypothetically produce pure black, but imperfections in the ink cause an equal measure of these colors to produce a muddy or dark brown. Black toner is added to the color model in order to make it possible to produce pure black.

Memory Capacity and Paper Size

The following table shows the relationship between printable paper sizes and memory capacity.

Resolution / Memory capacity (MB) / Paper size	600dpi/Fast							600dpi/Standard						
	32	64	96	128	160	192	256	32	64	96	128	160	192	256
A3	▲	☆	❍	❍	❍	❍	❍	▲	▲	☆	☆	☆	❍	❍
B4 JIS	▲	☆	❍	❍	❍	❍	❍	▲	▲	☆	❍	❍	❍	❍
A4	☆	❍	❍	❍	❍	❍	❍	▲	☆	❍	❍	❍	❍	❍
B5 JIS	☆	❍	❍	❍	❍	❍	❍	▲	☆	❍	❍	❍	❍	❍
A5	☆	❍	❍	❍	❍	❍	❍	☆	❍	❍	❍	❍	❍	❍
B6	★	★	★	★	★	★	★	★	★	★	★	★	★	★
A6	★	★	★	★	★	★	★	★	★	★	★	★	★	★
Double Letter	▲	☆	❍	❍	❍	❍	❍	▲	▲	☆	☆	❍	❍	❍
Legal	▲	☆	☆	❍	❍	❍	❍	▲	▲	❍	❍	❍	❍	❍
Letter	☆	☆	❍	❍	❍	❍	❍	▲	❍	❍	❍	❍	❍	❍
Half Letter	★	★	★	★	★	★	★	★	★	★	★	★	★	★
Executive	★	★	★	★	★	★	★	▲	★	★	★	★	★	★
Folio	☆	☆	☆	❍	❍	❍	❍	▲	❍	❍	❍	❍	❍	❍
Foolscap	☆	☆	☆	❍	❍	❍	❍	▲	❍	❍	❍	❍	❍	❍
F / GL	☆	☆	☆	❍	❍	❍	❍	▲	❍	❍	❍	❍	❍	❍
Com#10 Env	★	★	★	★	★	★	★	★	★	★	★	★	★	★
DL Env	★	★	★	★	★	★	★	★	★	★	★	★	★	★
12x18	▲	★	★	★	★	★	★	▲	▲	★	★	★	★	★
Custom (Maximum: 297×432 mm)	▲	★	★	★	★	★	★	▲	▲	★	★	★	★	★

▲: Printing jobs including large data might not be printed.

☆: In the auto duplex printing, printing jobs including large data might not be printed.

★: In the simplex printing, printing is possible regardless of the data volume.

❍: Printing is possible regardless of the data volume.

Low Memory

The error message shown below is output by the printer whenever there is not enough memory to print your data.

```
There is not enough memory in your printer to print this page.
Change print quality in the printer driver and try again.
For details, please refer to the troubleshooting section in your manual.
```

The following are the actions you should take when you encounter memory shortage problems. If these actions do not solve the problem individually, try them in combination with each other.

① Increase printer memory.
Install the optional memory unit to increase the amount of printer memory .

Reference

For more information about how to install the optional memory unit, see the "Setup Guide" that comes with the printer.

For more information about kinds of optional memory unit, see P.123 *"Options"*.

② Change the color level settings.
With the IPDL-C printer driver, the item to be changed differs from depending on the current setting on the **[Print Quality]** tab.

- If you use **[Document Type]**, change the setting of **[Printing Mode]** to **[Fast]**.
- If you use **[Custom]**, change the setting of **[Resolution:]** on the **[Quality Setting]** tab to **[600 dpi / Fast]**.

Reference

⇒ The printer driver's Help

With the RICOH-SCRIPT2 printer driver, change the setting of **[Gradation]** on the **[Device Options]** tab.

- If you select **[Standard]**, change the setting to **[Fast]**.
- If you select **[Fast]**, you cannot solve this problem in this setting.

Reference

⇒ "Operating Instructions" for RICOH-SCRIPT2 included as a PDF file on the CD-ROM

Moving and Transporting the Printer

⚠ ***CAUTION:***

- *It is recommended that at least two persons are used to lift the simplex printer. Otherwise, the printer might fall and cause personal injury.*
- *It is recommended that at least three persons are used to lift the duplex printer. Otherwise, the printer might fall and cause personal injury.*
- *When lifting the machine, use the grips on both sides. The machine could break or cause an injury if dropped.*
- *Before moving the machine, unplug the power cord from the outlet. If the cord is unplugged abruptly, it could become damaged. Damaged plugs or cords can cause an electrical or fire hazard.*
- *When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock.*
- *When moving the printer, be sure to keep it level to avoid spilling the fuser oil. If oil is spilt, wipe it with alkaline cleaner. Otherwise, the oily surfaces can create the danger of slipping and personal injury.*

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 and dry toner electrical photographic system

❖ **Printing speed:**
Simplex Printing
Monochrome: 24 pages per minute
Color: 6 pages per minute
Duplex Printing (only the duplex printer)
Monochrome: 21.7 pages per minute
Color: 5.5 pages per minute
(A4, $8^1/_2$"×11")

❖ **Resolution:**
600 dpi

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

- Do not use a cable more than 2.5 meters (8.2 feet) long.

❖ **Printer language:**
IPDL-C, RICOH-SCRIPT2

❖ **Paper size:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Paper weight:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Power source:**
⇒ Inside of the front cover of this manual

❖ Power consumption:

	Simplex printer	Duplex printer
Standby (Maximum)	150 W or less	
Printing (Maximum)	1,200 W or less	
Printing (Average)	750 W or less	
Energy Saver (Maximum)	45 W or less	

❖ Noise emission *1

❖ Sound power level

	Simplex printer Mainframe only	Duplex printer Mainframe only
During printing	65 dB (A)	
Stand-by	43 dB (A)	

❖ Sound pressure level *2

	Simplex printer Mainframe only	**Duplex printer Mainframe only**
During printing	57 dB (A)	
Stand-by	33 dB (A)	

*1 The above measurements made in accordance with ISO 7779 are actual value.
*2 It is measured at the position of the operator.

❖ Dimensions:

❖ Simplex printer

	Width	**Depth**	**Height**
Printer only	660 mm (26")	625 mm (24.6")	475 mm (18.7")
With one optional paper feed unit	660 mm (26")	625 mm (24.6")	601 mm (23.7")
With two optional paper feed units	660 mm (26")	625 mm (24.6")	727 mm (28.6")

❖ **Duplex printer**

	Width	Depth	Height
Printer only	660 mm (26")	695 mm (27.4")	610 mm (24")
With one optional paper feed unit	660 mm (26")	695 mm (27.4")	736 mm (29")
With two optional paper feed units	660 mm (26")	695 mm (27.4")	862 mm (33.9")

Measurement conditions: With the paper tray, bypass tray and output tray extender opened.

❖ **Weight:**
Simplex printer
Approximately 62 kg (136.7 lb) (including consumables)
Duplex printer
Approximately 82 kg (180.8 lb) (including consumables)

❖ **Warm-up time:**
Less than 380 seconds (23°C, 73.4°F)

❖ **Paper capacity:**

Standard paper tray	250 sheets *1
Bypass tray	50 sheets *1
Optional paper feed unit × 2	500 sheets × 2 *1

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

❖ **Paper output capacity:**
A4: 250 sheets (80 g/m^2, 20 lb)
A3: 100 sheets (80 g/m^2, 20 lb)

❖ **CPU:**
R4310-177 MHz

❖ **Memory:**
Simplex printer
Standard 32 MB, up to 256 MB (with the optional SDRAM module)
Duplex printer
Standard 64 MB, up to 256 MB (with the optional SDRAM module)

❖ **Network (an optional Network Interface Board required):**
Topology: Ethernet (10BASE-T/100BASE-TX)
Protocol: TCP/IP, IPX/SPX, NetBEUI, AppleTalk

❖ **Optional equipment:**

- PAPER FEED UNIT Type305
- Network Interface Board Type306
- IEEE 1284 Parallel Type204
- Printer Feature Expander 185 32MB
- Printer Feature Expander 185 64MB
- Memory Unit TypeA (128MB)

Options

PAPER FEED UNIT Type305

❖ **Paper size:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

❖ **Paper weight:**
⇒ P.21 *"Paper and Other Media Supported by This Printer"*

Network Interface Board Type306

❖ **Topology:**
Ethernet (10BASE-T/100BASE-TX)

❖ **Protocols:**
TCP/IP, IPX/SPX, NetBEUI, AppleTalk

❖ **Interface connector:**
RJ45

❖ **Required cable:**
STP (Shielded Twisted-Pair) cable
Category/Type5 or better
*A cable is not enclosed with this option.

IEEE 1284 Parallel Type204

❖ **Mode:**
Compatible

❖ **Interface connector:**
IEEE 1284–B

Printer Feature Expander 185 / Memory Unit TypeA

❖ **Module type:**
SO-DIMM (Small Outline Dual-in-line Memory Module)

❖ **Memory type:**
SDRAM (Synchronous Dynamic RAM)

❖ **Number of pins:**
144 pins

❖ **Data width:**
64 bits

Consumables

⚠ ***CAUTION:***

- *Our products are engineered to meet the highest standards of quality and functionality. When purchasing expendable supplies, we recommend using only those specified by an authorized dealer.*

❖ Toner cartridge

Toner cartridge [*1]	Average printable number of pages per cartridge [*2]
Cyan	17,000 pages
Magenta	17,000 pages
Yellow	17,000 pages
Black	17,000 pages

[*1] For the name of toner cartridges, see the inside of front cover of this manual.
[*2] A4 5% test chart, 5 pages/job

Note

❒ The actual number of printed pages you get from a particular toner cartridge depends on the type and size of paper you are using, the contents of your print images, and printing environment conditions. The life of a toner cartridge also shortens as the cartridge becomes older. All this means that a toner cartridge might require replacement sooner than the normal life described above.

❒ Toner cartridges that come with the printer are for setup purposes, and will not provide the number of pages described above. The average number of printable pages that can be expected from the toner cartridges included in the printer are as follows:

- Black toner cartridge : about 6,000 pages
- Cyan, magenta and yellow toner cartridges : about 3,000 pages for each

❖ Other consumables

Note

❒ Actual life of consumables depends on the type and size of paper you are using, the contents of your print images, and printing environment conditions. The life of consumables also shortens as the consumables become older. All that means that consumables might require replacement sooner than the life indicated.

Consumables *1	**Service life** *2
Waste toner bottle	72,000 pages
Photoconductor unit	72,000 pages
Fuser oil	20,000 pages
Charger unit	24,000 pages

*1 For the name of consumables, see the inside of front cover of this manual.
*2 A4 5% test chart, 5 pages/job, for monochrome printing

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Note to users in the United States of America

Notice:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one more of the following measures:

Reorient or relocate the receiving antenna.

Increase the separation between the equipment and receiver.

Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

Warning

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Caution (in case of 100BaseTX environment):

Properly shielded and grounded cables (STP) and connectors must be used for connections to host computer (and/or peripheral) in order to meet FCC emission limits.

Declaration of Conformity

Product Name: COLOR LASER AP306/AP306D

Model Number: G047-17, G048-17

Responsible party: Ricoh Corporation

Address: 5 Dedrick Place, West Caldwell, NJ 07006

Telephone number: 973-882-2000

This device complies with part 15 of FCC Rules.

Operation is subject to the following two conditions:

1. This device may not cause harmful interference, and
2. this device must accept any interference received,

including interference that may cause undesired operation.

Properly shielded cables must be used for connections to host computer (and/or peripheral) in order to meet FCC emission limits.

Network interface cable with ferrite core must be used for RF interference suppression.

Note to users in Canada

Note:

This Class B digital apparatus complies with Canadian ICES-003.

Remarque concernant les utilisateurs au Canada

Avertissement:

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

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

| means POWER ON.

○ means POWER OFF.

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RICOH COMPANY, LTD.
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RICOH COLOR LASER AP306/AP306D Operating Instructions

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UE (USA) G048-8617