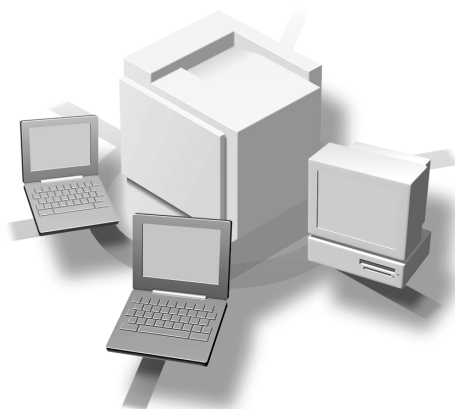RICOH

Aficio™
AP3800C

Operating Instructions
Administrator Reference 1

For safety, please read this manual carefully before you use this product and keep it handy for future reference.

Introduction

This manual describes detailed instructions on the operation and notes about the use of this machine. To get maximum versatility from this machine all operators are requested to read this manual carefully and follow the instructions. Please keep this manual in a handy place near the machine.

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Notes:

Some illustrations in this manual might be slightly different from the machine.

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

Note

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

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

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

Keys that appear on the machine's display panel.

【 】

Keys built into the machine's control panel.

Keys on the computer's keyboard.

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1. Setup Guide for each Network Environment

2. Configuring the Printer for the Network

3. Appendix

1. Setup Guide for each Network Environment

Print with a Print Server

Printing with a Windows 2000 or Windows NT 4.0 Print server

Print Server   Windows 2000, Windows XP and
                Windows NT 4.0 Print Server

Windows 95/98/Me   Windows 2000   Windows XP   Windows NT 4.0
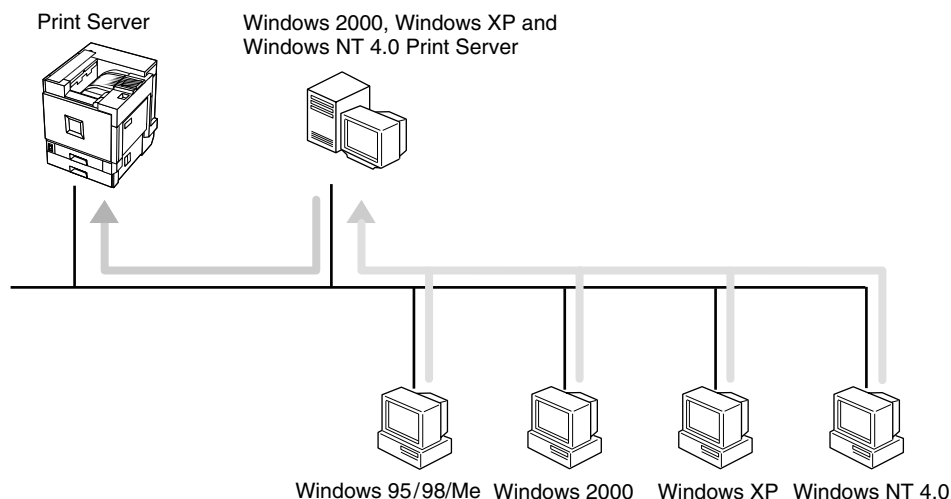
1 Choose a protocol for the printer and print server.

2 Configure a protocol you want to use with the control panel.

See p.5 "Configuring the Printer for the Network with the Control Panel".

3 Configure the printer.

See "Windows 2000 Configuration" and "Windows NT 4.0 Configuration", *Administrator Reference 2*.

4 Install the printer driver and SmartNetMonitor for Client.

See "Windows 2000 Configuration" and "Windows NT 4.0 Configuration", *Administrator Reference 2*.

5 Share the printer.

See "Windows 2000 Configuration" and "Windows NT 4.0 Configuration", *Administrator Reference 2*.
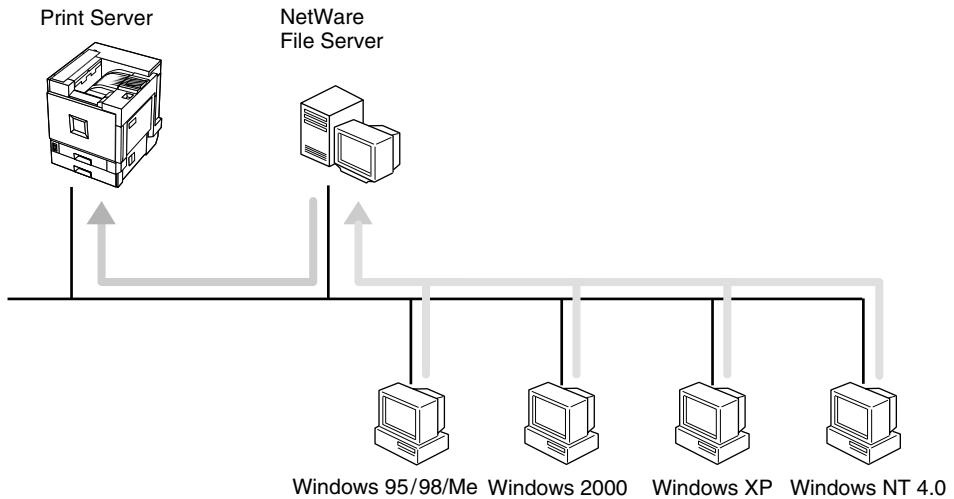
Printing with a NetWare Print Server

Set up a network printer in a NetWare environment.

For more information about setting up the clients, see "NetWare Configuration", *Administrator Reference 2*.
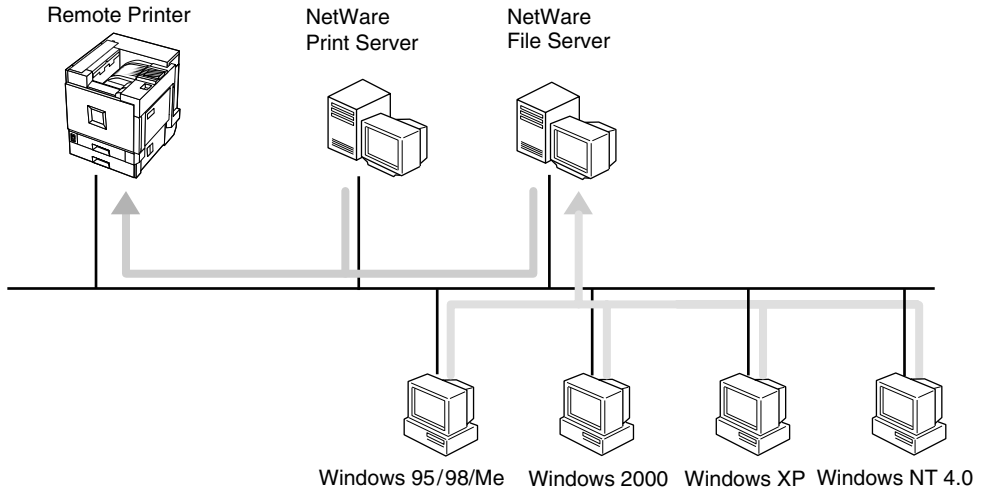
Configuring the Printer as a Print Server

A dedicated NetWare print server is not required because the printer can be configured as a print server.

Print Server   NetWare File Server

Windows 95/98/Me   Windows 2000   Windows XP   Windows NT 4.0

A **Configure the printer for NetWare with the control panel.**

B **Configure NetWare. The procedure may differ depending on the NetWare version.**

See "NetWare Configuration", *Administrator Reference 2*.
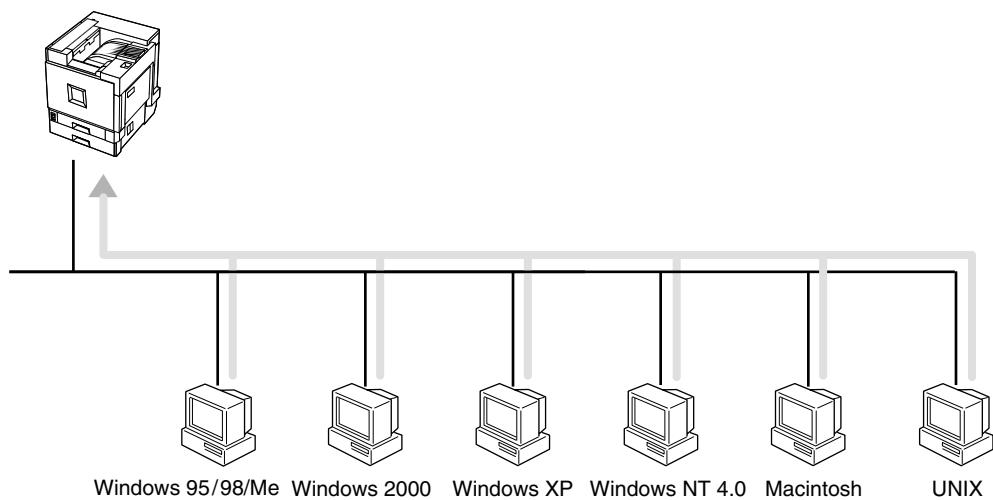
Configuring the Printer as a Remote Printer

If a dedicated NetWare print server is being used, the printer should be configured as a remote printer.

Remote Printer   NetWare Print Server   NetWare File Server

Windows 95/98/Me   Windows 2000   Windows XP   Windows NT 4.0

A **Configure the printer for NetWare with the control panel.**

B **Configure NetWare. The procedure may differ depending on the NetWare version.**

See "NetWare Configuration", *Administrator Reference 2*.

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Printing without Using a Print Server

Windows 95/98/Me　Windows 2000　Windows XP　Windows NT 4.0　Macintosh　UNIX

A **Choose a protocol for the printer and print server.**

B **Configure a protocol you want to use with the control panel.**

See p.5 "Configuring the Printer for the Network with the Control Panel".

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2. Configuring the Printer for the Network

Configuring the Printer for the Network with the Control Panel

Configure the Network Interface Board for the network using the control panel.

Configure the printer for the network using the control panel.

The following table shows the control panel settings and their default. These are included in the "Host Interface" menu.

🔎 Reference

For information about the "Host Interface" menu, see "Host Interface Menu", *Administrator Reference 2* as a PDF file on the CD-ROM labeled "Operating Instructions".

Setting Name	Value	
IP Address	000.000.000.000	
Subnet Mask	000.000.000.000	
Gateway Address	000.000.000.000	
Access Control (Access Control Address)	000.000.000.000	
Access Mask (Access Control Mask)	000.000.000.000	
Network Boot	None	
Frame Type (NW) (Frame type NetWare)	Auto	
Active Protocol	TCP/IP	○ [*1]
	NetWare	○ [*1]
	NetBEUI	○ [*1]
	AppleTalk	○ [*1]
Ethernet	Auto	

[*1] ○ means that this protocol is active.

A **Press 【Menu】.**

ZDJS001N
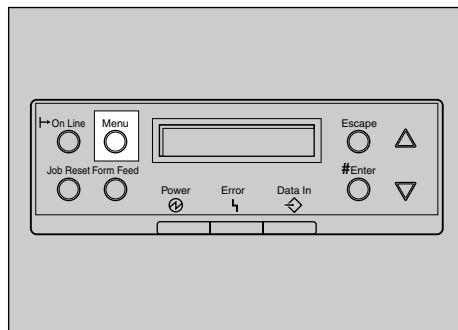
"Menu" appears on the panel display.

B **Press 【▲】 or 【▼】 to display "Host Interface".**
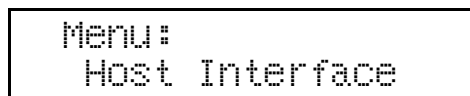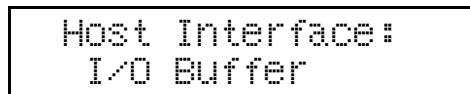
```
Menu:
  Host Interface
```

C **Press 【Enter】.**

The following message appears on the panel display.

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

D **Press 【▲】 or 【▼】 to display "Network Setup".**

```
Host Interface:
  Network Setup
```

E **Press 【Enter】.**

The following message appears on the panel display.

```
Network Setup:
  IP Address
```
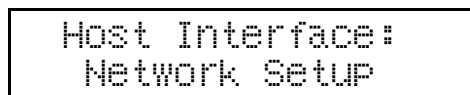
F **Select the protocol you want to use.**

✐ Note

❒ Do not select protocols that are not used on your network.

A Press 【▲】 or 【▼】 to display "Active Protocol".

```
Active Protocol:
  TCP/IP
```

B Press 【Enter】.

The current setting appears on the panel display.

```
TCP/IP:
 *Active
```
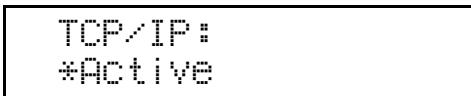
C Press 【▲】 or 【▼】 to display the protocol you want to use.

D Press 【Enter】.

The actual procedure may differ depending on the protocol you use. Follow the appropriate procedure.

TCP/IP	**G**▶**H**▶**I**▶**J**▶**L**
NetWare	**K**▶**L**
Apple-Talk	**L**
NetBEUI	**L**

G **If you use TCP/IP, you should assign the IP address to the printer.**

✐ Note
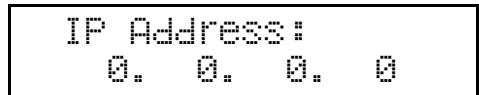
❒ Contact your network administrator to get the IP address for the printer.

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

```
Network Setup:
  IP Address
```

B Press 【Enter】.

The current IP address appears on the panel display.

```
IP Address:
  0.  0.  0.  0
```

C Press 【▲】 or 【▼】 to enter the leftmost entry field of the IP address.

```
IP Address:
 11.  0.  0.  0
```
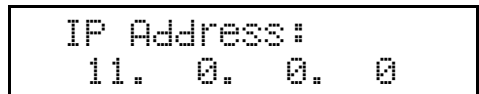
D Press 【Enter】.

The pointer (▓) moves to the next entry field automatically.

```
IP Address:
 11.  ▓.  0.  0
```

✐ Note

❒ You can return the pointer (▓) to the previous (left) entry field by pressing 【Escape】.

❒ If you press 【Escape】 when the pointer (▓) is on the leftmost position, the selected IP address is reset.

❺ Repeat steps ❸ and ❹ to enter the IP address.

```
TCP/IP:
   11. 22. 33. 44
```

Check if the pointer (▓) is at the rightmost position, and then press 【**Enter**】 to register the IP Address you selected.

```
Network Setup:
  IP Address
```

❽ If you use TCP/IP, you should assign "Subnet Mask" and "Gateway Address" following the same procedure for entering the IP address.

❾ If you use TCP/IP, set the "Access Control" and "Access Mask" following the same procedure for entering the IP address, if necessary.

❿ If you use DHCP in TCP/IP, you can make settings for "Network Boot".

You can select how to assign the printer's address using the computer. Select one of the items below.

- None (Default)
- DHCP

❶ Press 【▲】 or 【▼】 to display "Network Boot".

```
Network Setup:
  Network Boot
```

❷ Press 【Enter】.

The current setting appears on the panel display.

```
Network Boot:
  *None
```

❸ Press 【▲】 or 【▼】 to display the method you want to use.

❹ Press 【Enter】.

⓫ If you use NetWare, select the frame type for NetWare.

Select one of items below if necessary.

- Auto (Default)
- Ethernet 802.3
- Ethernet 802.2
- Ethernet ll
- Ethernet SNAP

✐ Note

❒ In most situations, use default ("Auto"). When you first select "Auto", the frame type first detected by the printer is adopted. If the network can use more than two frame types, the printer may fail to select the correct frame type if "Auto" is selected. In this case, select the appropriate frame type.

❶ Press 【▲】 or 【▼】 to display "Frame Type (NW)".

```
Network Setup:
  Frame Type (NW)
```

❷ Press 【Enter】.
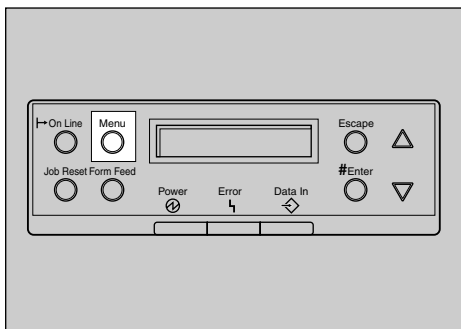
The current setting appears on the panel display.

```
Frame Type (NW):
  *Auto
```

❸ Press 【▲】 or 【▼】 to display the frame type you want to use.

❹ Press 【Enter】.

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L **Reset the printer to apply the settings.**

A **Press 【On Line】 to enter the "Offline" condition.**

ZDJS001N

The **Online** indicator turns off.

B **Press 【Job Reset】.**
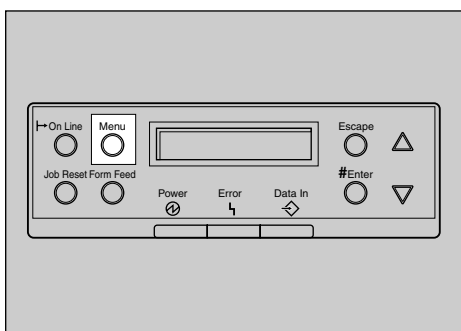
ZDJS001N

M **Print the configuration page to check settings you have made.**

A **Press 【Menu】.**

B **Press 【▲】 or 【▼】 to display "List/Test Print".**

C **After confirming that "Config. Page" is on the display, press 【Enter】.**

D **Press 【Enter】.**

The configuration page is now printed. Check the contents of the configuration page.

E **Press 【On Line】.**

"Ready " appears on the panel display.

```
Ready
```

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Access Control Mask	IP Addresses that have access
000.000.000.000	xxx.xxx.xxx.xxx
255.000.000.000	192.xxx.xxx.xxx
255.255.000.000	192.168.xxx.xxx
255.255.255.000	192.168. 15.xxx
255.255.255.255	192.168. 15. 16

☼Address

❖ **Subnet Mask**
A number used to mathematically "mask" or hide an IP address on the network by eliminating those parts of the address that are alike for all the machines on the network.

❖ **Gateway Address**
A gateway is a connection or interchange point that connects two networks. A gateway address is for the router or host computer used as a gateway.

📝 **Note**
❒ Contact your network administrator to get the addresses.

❖ **Access Control Address and Access Control Mask**
The Access Control Address and Access Control Mask are used in combination with the client's IP addresses that have access to the computer used for printing. If it is not necessary for you to control the access rights, select "0.0.0.0".

📝 **Note**
❒ When the Access Control Address settings coincide with the masked result of the IP address of the computer, print jobs from that IP address can be accepted by the Network Interface Board.
❒ For example, if you assign 192.168.15.16 as the Access Control Address to the Network Interface Board, the combination of the Access Control Mask and IP address that can have access are as follows: (xxx : for any numerical value)

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- MPL 1.1 is also available at:
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