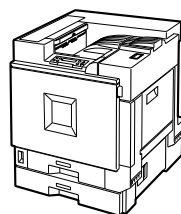




# Aficio<sup>TM</sup> CL7100

## Operating Instructions Maintenance Guide



- 
- 1 Replacing Consumables and Maintenance Kit
  - 2 Cleaning and Adjusting the Printer
  - 3 Paper and Other Media
  - 4 Troubleshooting
  - 5 Appendix

## **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.

# Trademarks

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

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

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

- The product name of Windows® 95 is Microsoft® Windows® 95.
- The product name of Windows® 98 is Microsoft® Windows® 98.
- The product name of Windows® Me is Microsoft® Windows® Millennium Edition (Windows Me).
- The product names of Windows® 2000 are as follows:
  - Microsoft® Windows® 2000 Advanced Server
  - Microsoft® Windows® 2000 Server
  - Microsoft® Windows® 2000 Professional
- The product names of Windows® XP are as follows:
  - Microsoft® Windows® XP Professional
  - Microsoft® Windows® XP Home Edition
- The product names of Windows Server™ 2003 are as follows:
  - Microsoft® Windows Server™ 2003 Standard Edition
  - Microsoft® Windows Server™ 2003 Enterprise Edition
  - Microsoft® Windows Server™ 2003 Web Edition
- The product names of Windows NT® 4.0 are as follows:
  - Microsoft® Windows NT® Server 4.0
  - Microsoft® Windows NT® Workstation 4.0

---

## 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.

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

# TABLE OF CONTENTS

Trademarks..... i

## 1. Replacing Consumables and Maintenance Kit

---

**Using the Screwdriver ..... 1**  
**Detaching and Reattaching the Options.....2**  
    Detaching the SR770 (2 Tray Finisher).....2  
    Detaching the SR910(Booklet Finisher) .....2  
    Opening and Closing the Duplex Reversal Unit.....3  
**Replacing the Toner Cartridge .....4**  
**Replacing the Fuser Oil Unit.....7**  
**Replacing the Photoconductor Unit..... 11**  
**Replacing the Development Unit..... 15**  
**Replacing the Fusing Unit..... 19**  
**Replacing the Dustproof Filter .....23**  
**Replacing the Waste Toner Bottle.....25**

## 2. Cleaning and Adjusting the Printer

---

**Cautions to Take When Cleaning .....27**  
**Cleaning the Registration Roller .....28**  
**Cleaning the DustProof Glass .....29**  
**Checking the Earth Leakage Breaker .....30**  
**Adjusting the Color Registration.....32**  
    Auto Adjust.....32  
    Adjusting the Fuser for Thick Paper.....33  
    Test Sheet Samples.....35  
**Correcting the Color Gradation .....36**  
    Set the Gradation Correction Value .....36  
    Viewing the Color Calibration Sample Sheet and Gradation Correction Sheet .....39  
    Resetting the gradation correction values to the initial values .....41  
**Adjusting Image Density .....42**  
**Adjusting Tray Registration.....43**

## 3. Paper and Other Media

---

**Paper and Other Supported Media .....45**  
    Paper Sizes.....45  
**Paper Recommendations .....52**  
    Loading Paper.....52  
    Storing Paper .....52  
    Types of Paper and Other Media .....52  
**Print Area.....56**

<b>Loading Paper .....</b>	<b>57</b>
Loading Paper in Tray 1 .....	57
Loading Paper in Tray 2 and the Optional Paper Feed Unit Type 7100 .....	58
Loading paper in Paper Bank Type 7100 (2000-sheet large capacity tray) .....	59
If you load a paper size that is not selected automatically .....	60
Changing the paper type .....	61
Loading Paper in the Bypass Tray .....	62

## **4. Troubleshooting**

---

<b>Error &amp; Status Messages on the Control Panel .....</b>	<b>67</b>
<b>Printer Does Not Print .....</b>	<b>78</b>
<b>Other Printing Problems .....</b>	<b>82</b>
<b>Additional Troubleshooting .....</b>	<b>89</b>
<b>Removing Misfed Paper .....</b>	<b>91</b>
When “Remove Misfeed A:Internal Path” Appears .....	91
When “Remove Misfeed B: Fusing Unit” Appears .....	91
When “Remove Misfeed R: Finisher ” Appears.....	93
When “Remove Misfeed R1” Appears .....	95
When “Remove Misfeed R2-4” Appears .....	96
When “Remove Misfeed Y: Paper Tray” Appears.....	97
When “Remove Misfeed Z1:Duplex Unit” Appears .....	97
When “Remove Misfeed Z2:Dup.Feed Unit” Appears.....	98
<b>Removing Jammed Staples .....</b>	<b>101</b>
SR770 (2 Tray Finisher).....	101
SR910 (Booklet Finisher) .....	102
<b>Adding Staples .....</b>	<b>104</b>
SR770 (2 Tray Finisher).....	104
SR910 (Booklet Finisher) .....	105
<b>Removing Punch-hole Chips .....</b>	<b>108</b>
SR770 (2 Tray Finisher).....	108
SR910 (Booklet Finisher) .....	109

## **5. Appendix**

---

<b>When the Front Cover Does Not Close.....</b>	<b>111</b>
<b>Moving and Transporting the Printer.....</b>	<b>112</b>
Moving the Printer .....	112
<b>Consumables .....</b>	<b>114</b>
<b>INDEX.....</b>	<b>116</b>

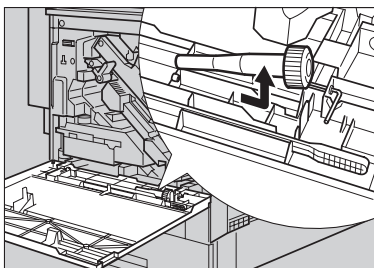


# 1. Replacing Consumables and Maintenance Kit

## Using the Screwdriver

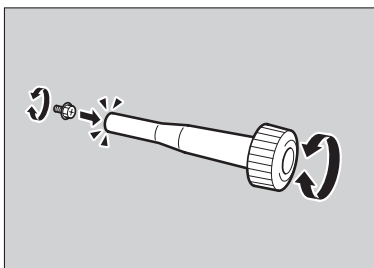
The screwdriver supplied is used for attaching options and is located inside the front cover.

- 1** Open the printer's front cover, and then remove the provided screwdriver.



ABT020S1

- 2** Insert the screw into the screwdriver.



ABT021S1

By pushing the screw into the screwdriver, you can work without having to worry about dropping the screw.

### Note

- After using the screwdriver, return it to its original position inside of the front cover.

# Detaching and Reattaching the Options

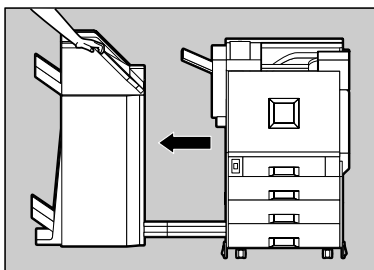
1

This section describes how to detach or reattach optional finishers and how to open and close the duplex reversal unit. Follow the procedure below when replacing various units or removing jammed paper.

## Detaching the SR770 (2 Tray Finisher)

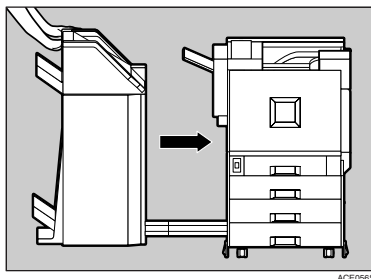
There are times when you may need to detach the 2 tray finisher from the printer to remove misfed paper. This section describes how to detach the 2 tray finisher.

- 1 Hold the handle at the top of the 2 tray finisher firmly using one hand, pull the 2 tray finisher straight out, and let go when it stops.



The 2 tray finisher is detached from the printer.

- 2 Use both hands to push it straight back in, and let go when it clicks into place.



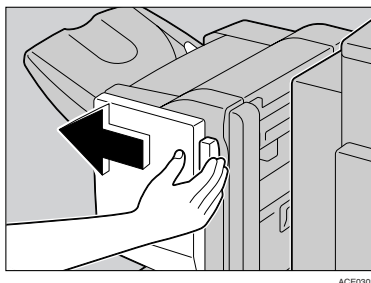
The 2 tray finisher is reattached to the printer.

### Important

- Be sure to attach the 2 tray finisher to the printer after closing the duplex reversal unit. See p.3 “Opening and Closing the Duplex Reversal Unit”.

## Detaching the SR910(Booklet Finisher)

- 1 Hold the release lever, and then pull out the booklet finisher.



The booklet finisher is detached from the printer.

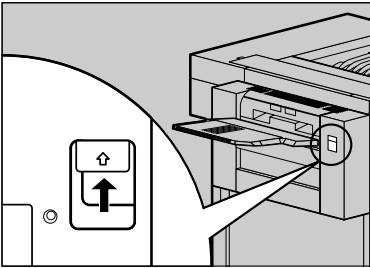


**2 Attach the booklet finisher.**

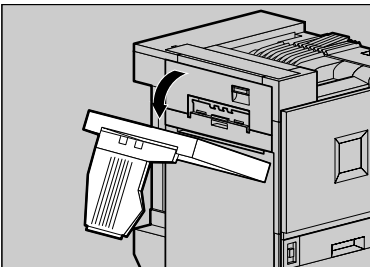
The booklet finisher is reattached to the printer.

## Opening and Closing the Duplex Reversal Unit

There are times when you may need to detach the duplex reversal unit to remove misfed paper. This section describes how to detach the duplex reversal unit.

**1 Push up the lock release button and leave it in place.**

ZHXH770J

**2 Lower the duplex reversal unit slowly until it stops.**

ZDJJP204J

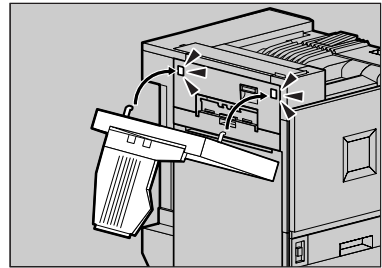
**Important**

- ❑ Open the duplex reversal unit after detaching the 2 tray finisher or the booklet finisher from the printer. p.2 “Detaching the SR770 (2 Tray Finisher)” or p.2 “Detaching the SR910(Booklet Finisher)”.

**Note**

- ❑ You do not have to remove the external tray even if the 2 tray finisher or the booklet finisher is attached.

The duplex reversal unit is opened.

**3 Close the duplex reversal unit by raising it slowly using both hands, and push it in, until it clicks into place.**

ZDJJP205J

The duplex reversal unit is closed.

**Important**

- ❑ Attach the duplex reversal unit after closing the printer's upper left cover.

# Replacing the Toner Cartridge

1

**⚠ WARNING:**

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

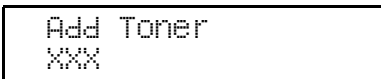
**⚠ CAUTION:**

- **Keep toner (used or unused) and the toner cartridge out of reach of children.**

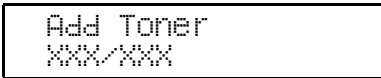
**🔑 Note**

- ❑ The actual number of printed pages differs depending on paper type, size, contents, and settings. For details, see p.114 “Toner cartridge”.

If “Add Toner” appears on the display, replace the toner cartridge.



or

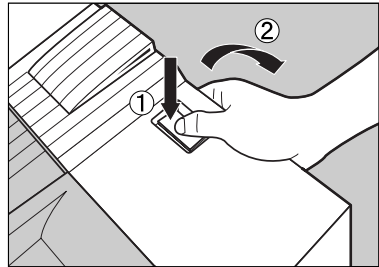


**🔑 Note**

- ❑ A combination of one to four colors, yellow, magenta, cyan, black, appears in “XXX”.
- ❑ If cyan, magenta, or yellow toner runs out, you can print in black and white mode using the black toner. Change the color mode setting to “Black and White” from the printer driver.

- ❑ If black toner runs out, printing is not possible until the black toner cartridge is replaced.

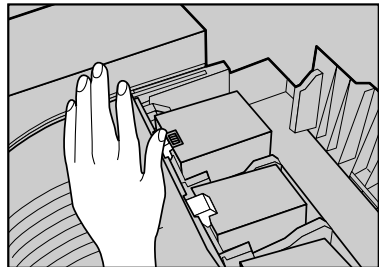
- 1** While pushing the lock button on the upper right cover of the printer (①), open the upper right cover (②).



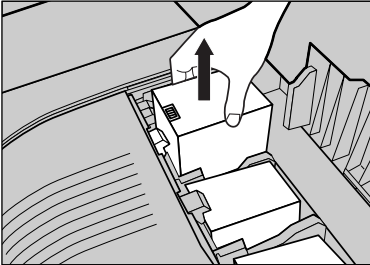
From the end, the toner cartridges are installed in the order of magenta (M), cyan (C), yellow (Y), and black (K).

- 2** Remove the toner cartridge for the color you want to replace.

- 1** Unhook the green hook on the toner cartridge with one hand.



- 2** Holding the toner cartridge with the other hand, slowly pull it up and out.



ZDJT201J

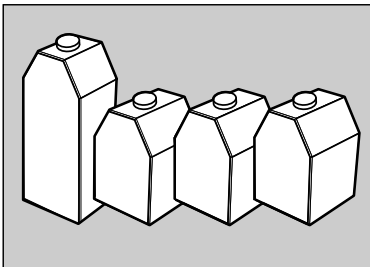
**Important**

- Do not shake the removed toner cartridge. Remaining toner might scatter.

**Note**

- Depending on the setting up environment, toner might be left in a toner cartridge. In such cases, reinstall the toner cartridge.

- 3** Take the new toner cartridge out of the box.

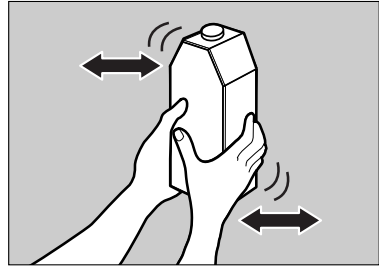


ZDJT202J

**Note**

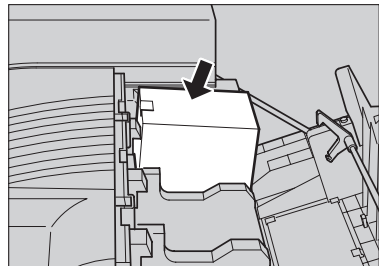
- The black toner cartridge contains more than the other toner cartridges.

- 4** Shake the toner cartridge back and forth five or six times.



ZDJT203J

- 5** Holding the toner cartridge with the metal contact area in front, insert in the direction of the arrow.

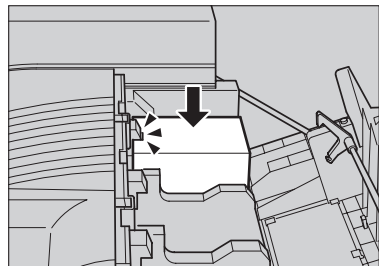


ABT01751

**Important**

- Do not touch the metal contact area with your fingers.

- 6** Slowly insert the toner cartridge, until the green hook clips over the metal contact area.



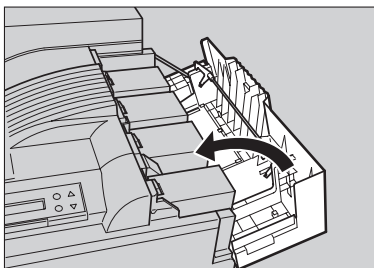
ABT01851

**Important**

- ❑ Do not install and remove toner cartridges repeatedly. This could result in toner leak.

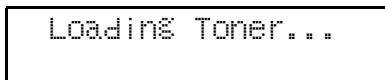
1

**7** Close the upper right cover.



ABT019S1

Please wait while the toner loads.  
The following message appears on the display:



**Important**

- ❑ To avoid malfunction, do not turn off the power while "Loading Toner..." appears on the display.

# Replacing the Fuser Oil Unit

## ⚠ CAUTION:

- The fusing unit becomes very hot. When installing a new fuser oil unit, turn off the printer and wait about an hour. After that, install the new fuser unit. Not waiting for the unit to cool could result in a burn.
- Keep the fuser oil unit away from flames. There is a risk of fire or burns.

If “Replace Fuser Oil Unit (TypeG)” appears on the display, replace the fuser oil unit.

Replace Fuser  
Oil Unit (TypeG)

- 1 Turn off the power, and then unplug the power cable.

### ⚠ Important

- Be sure to wait about an hour to avoid burns.

- 2 If the 2 tray finisher or the booklet finisher is installed, detach it from the printer.

### 🔍 Reference

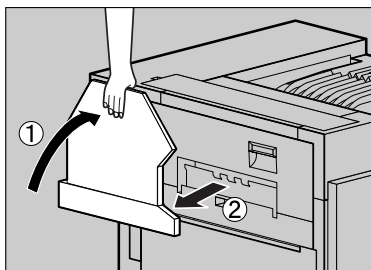
See p.2 “Detaching the SR770 (2 Tray Finisher)” or p.2 “Detaching the SR910(Booklet Finisher)”

- 3 If the duplex unit is installed, open the duplex reversal unit.

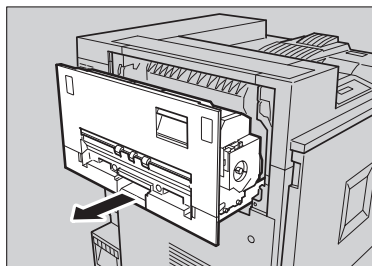
### 🔍 Reference

p.3 “Opening and Closing the Duplex Reversal Unit”

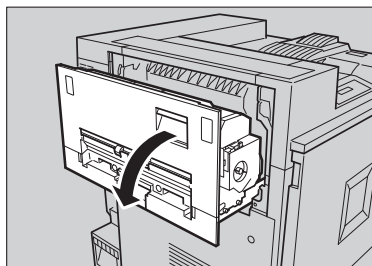
- 4 If the external tray is attached to the printer, raise it in the direction of the arrow (①), and then remove it (②).



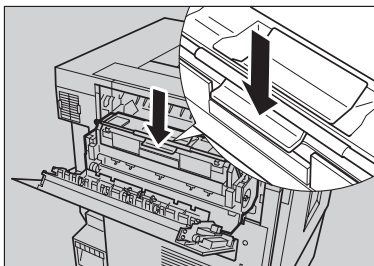
- 5 Slowly pull out the left cover.



- 6 Open the upper left cover.



- 7** Pull the lever down slightly, and then remove the grip securing the fuser oil unit.

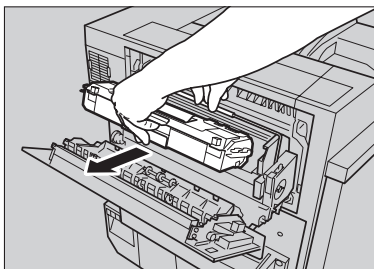


ZHXH033J

**Important**

- Do not touch any area other than the green felt parts.

- 8** Hold the fusing unit handle using one hand, and then slowly pull the fuser oil unit out horizontally. Put the unit in the bag that comes with the new fuser oil unit, and then seal the bag.

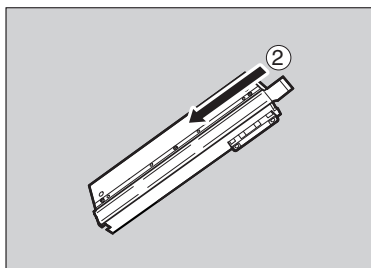
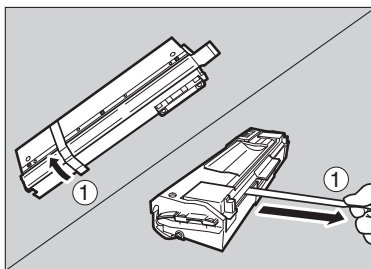


ZHXH050J

**Important**

- Do not touch the inside of the fusing unit.

- 9** Take the fuser oil unit out of the bag. Hold the green upper part of seal (①), and then slowly peel the seal off. Position the fuser oil unit as shown, and then slowly pull seal (①) out. Finally, hold the upper part of the seal (②), and then slowly peel it off.



ZHXH041J

**Note**

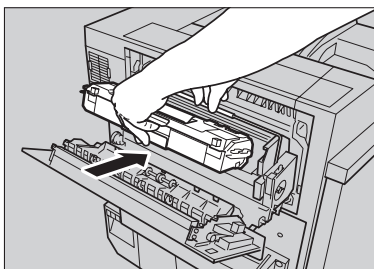
- Be sure to remove seal (①), and then pull it out horizontally.

**Important**

- Be sure to remove the seals to avoid malfunction.
- Be sure to remove seal (①) first, and then seal (②) to avoid oil leakage.
- Be sure to put the fuser oil unit in a stable and level place to avoid oil leakage.

- ❑ After removing the seals, be careful not to let oil from oil-supplying parts, or the seals come into contact with your body or clothes.

- 10** As shown, hold the fuser oil unit using one hand, hold the green handle with the other, and then slowly insert the unit horizontally, in the direction of the arrow.

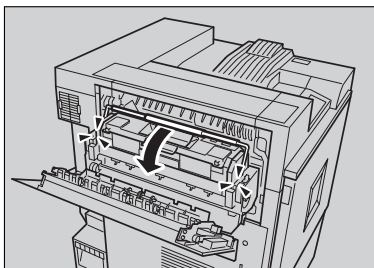


ZHXH060J

**Important**

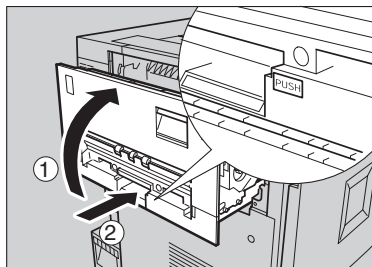
- ❑ Be careful not to get oil on the top metal part of the fuser oil unit.
- ❑ Insert the fuser oil unit firmly, until it stops.

- 11** Slowly turn the fuser oil unit handle in the direction of the arrow, until it clicks.



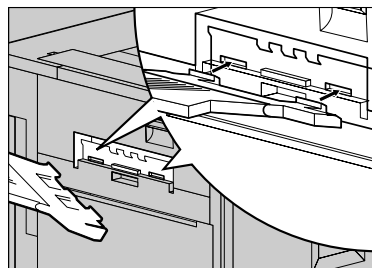
ZHXH070J

- 12** Close the upper left cover (1), and then push the part labeled "PUSH" next to the handle at the bottom rear, until it clicks (2).



ZHXH082J

- 13** If you removed the external tray in step 4, reattach it to the printer. Insert the hooks of the external tray into the printer slits, and then lower it toward you.



ZDJH010J

- 14** If the duplex unit is installed, close the duplex reversal unit.

**Reference**

p.3 "Opening and Closing the Duplex Reversal Unit"

- 15** If the 2 tray finisher or the booklet finisher is installed, reattach it to the printer.

**Reference**

See p.2 "Detaching the SR770 (2 Tray Finisher)" or p.2 "Detaching the SR910(Booklet Finisher)"

**10** Plug in the power cable, and then turn on the power.

 **Note**

- If you dispose of used fuser oil unit by yourself, dispose according to local regulations.

1



# Replacing the Photoconductor Unit

If “Replace Black PCU (Type F)” appears on the display, replace the black photoconductor unit.

Replace Black  
PCU (Type F)

If “Replace Color PCU (Type A)” appears on the display, replace the three color photoconductor units.

Replace Color  
PCU (Type A)

## Note

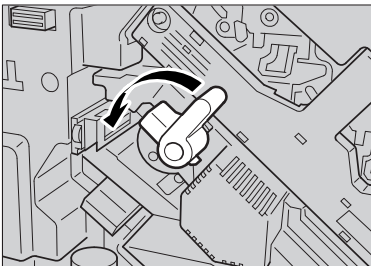
- The replacement procedure for the third photoconductor unit from the top left will be described. The procedure is the same for all four photoconductor units.

- 1** Turn off the power, and then unplug the power cable.
- 2** Slowly open the front cover of the printer, remove the green screwdriver.

## Reference

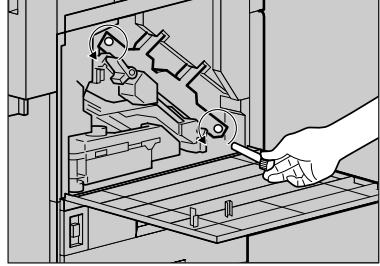
p.1 “Using the Screwdriver”

- 3** Turn the green lever counter-clockwise.



ZHXH410J

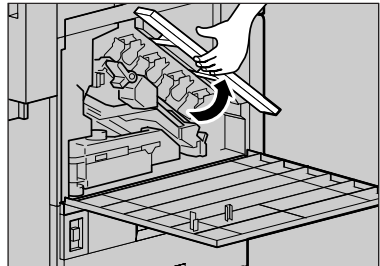
- 4** Loosen the two screws fastening the inner cover, using the provided screwdriver.



ZHXH430J

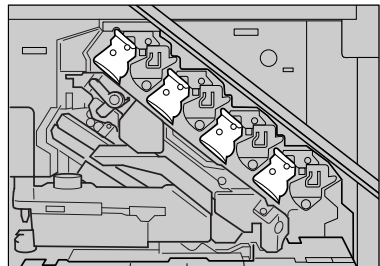
You cannot remove these two screws.

- 5** Lift the inner cover until it clicks into place and holds.



ZHXH460J

The photoconductor units are installed as shown. Starting from the upper left, the units are attached in the order of black (K), yellow (Y), cyan (C), and magenta (M).

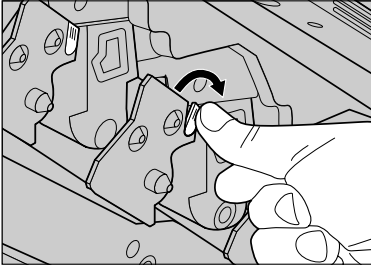


ZHXH470J

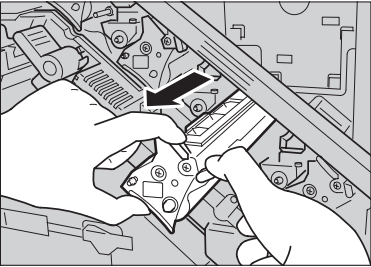
**6** Remove the photoconductor unit you want to replace.

For black, remove the upper left one, and for color, remove the three on the right.

**1** Move the green hook slowly to the right, as shown. The green hook is located on the upper right of the photoconductor unit.



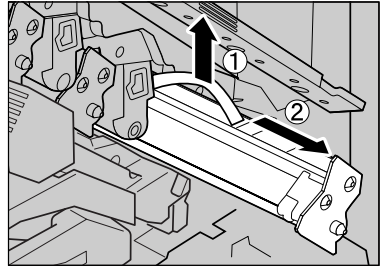
**2** Hold the hook down, grip the green areas at the top and bottom of the photoconductor unit, and then slowly pull the unit out until you can see the entire green handle.



**Important**

- Pulling out the photoconductor unit quickly might cause it to fall.

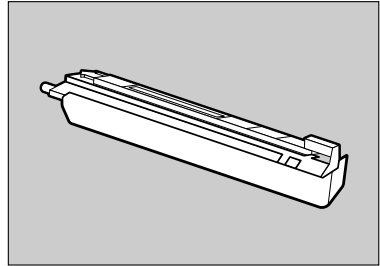
**3** Lift and hold the green handle at the top (1), and then slowly pull out the unit (2).



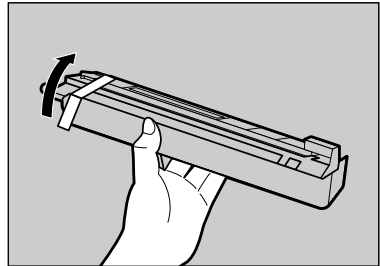
**7** Install the new photoconductor unit.

For black, install one, and for color, install all three.

**1** Take the unit out of the bag.



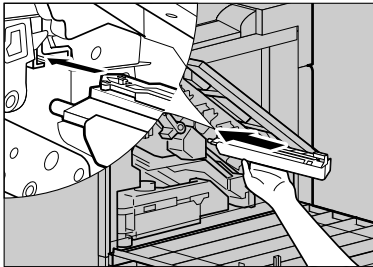
**2** Hold the photoconductor unit, and remove the adhesive tape at the tip of the unit.



**Important**

- ❑ Do not remove the cover attached to the bottom of the photoconductor unit yet.

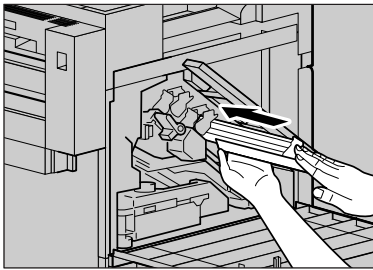
- 3** Line up the green arrow at the tip of the photoconductor unit with the rail inside the printer.



**Important**

- ❑ Make sure the green arrow fits securely to the rail before proceeding to the next step.

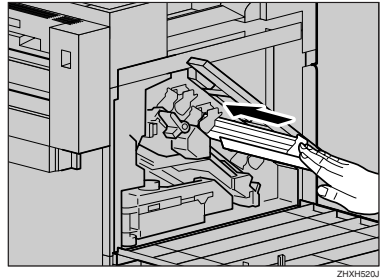
- 4** Slowly push the front of the photoconductor unit, slide the unit on the cover, and then push in until it stops.



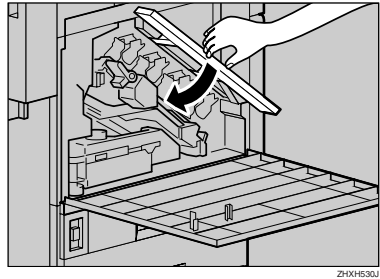
**Important**

- ❑ If you do not attach the green arrow of the photoconductor unit securely to the rail, you might damage the photoconductor unit.
- ❑ Do not touch the light-sensitive area of the photoconductor unit.

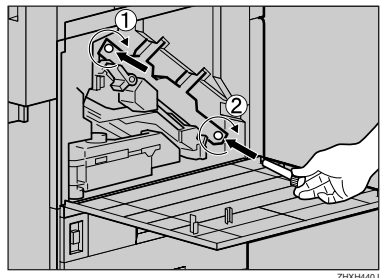
- 5** Remove the cover, and then slowly push in the photoconductor unit, until it stops.



- 8** Slowly lower the inner cover out.



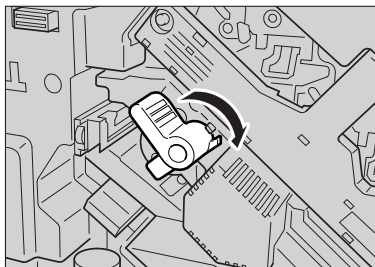
- 9** Tighten the two screws using the provided screwdriver.



**Note**

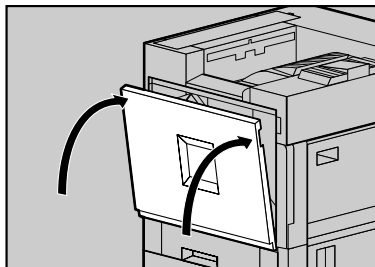
- ❑ Be sure to return the provided screwdriver to its original position on the back of the front cover.

- 10** Turn the green lever clockwise.



ZHXH420J

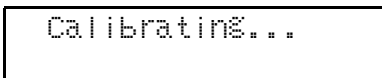
- 11** Slowly close the front cover by pushing the two areas on the left and right.



ZDJH041J

- 12** Plug in the power cable, and then turn on the power.

The printer starts calibration. Wait until it stops. The following message appears on the display:



**Important**

- To avoid malfunction, do not turn off the power during calibration.

# Replacing the Development Unit

If “Replace Black Dev. Unit(TypeD)” appears on the display, replace the black development unit.

Replace Black  
Dev. Unit(TYPE D)

If “Replace Color Dev. Unit(TypeB)” appears on the display, replace all three color (CMY) development units.

Replace Color  
Dev. Unit(TYPE B)

## Note

- ❑ A dustproof filter is attached to the black development unit. When replacing the black development unit, also replace the dustproof filter. See p.23 “Replacing the Dustproof Filter”.
- ❑ When replacing the black development unit, clean the registration roller. See p.28 “Cleaning the Registration Roller”.
- ❑ The replacement procedure for the third development unit from the top left will be described. The procedure is the same for all four development units.

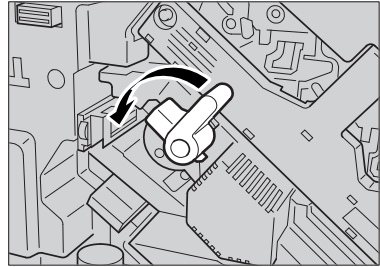
**1** Turn off the power, and then unplug the power cable.

**2** Slowly open the front cover of the printer, remove the green screwdriver.

## Reference

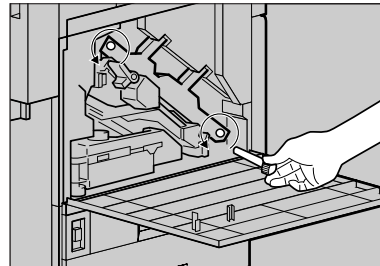
p.1 “Using the Screwdriver”

**3** Turn the green lever counterclockwise.



ZHXH410J

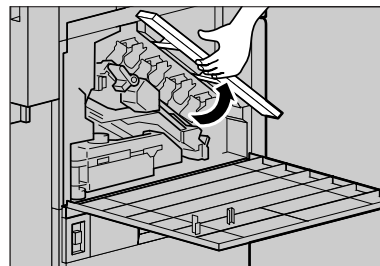
**4** Loosen the two screws fastening the inner cover, using the provided screwdriver.



ZHXH430J

You cannot remove these two screws.

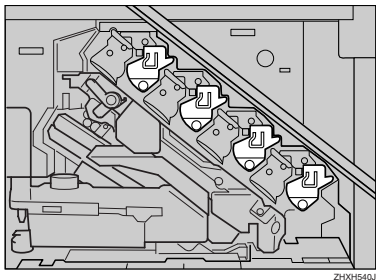
**5** Lift the inner cover until it clicks into place and holds.



ZHXH460J

1

The development units are installed as shown. Starting from the upper left, the units are attached in the order of black (K), yellow (Y), cyan (C), and magenta (M).

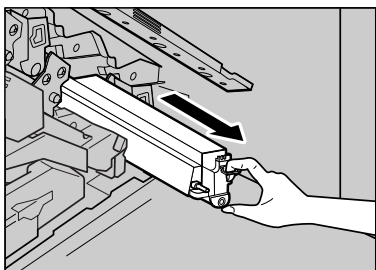


ZHXH540J

**6 Remove the development unit.**

The procedure for removing the unit is the same for all four colors.

- 1 Hook your finger into the green tab in front of the development unit you want to replace, and then pull it out halfway.

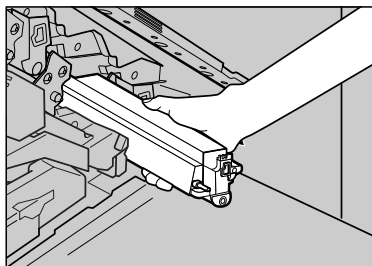


ZHXH550J

**Important**

- Pulling out the development unit quickly might cause it to fall.

- 2 Hold the right side of the Development unit using your right hand, and pull the unit slowly out.



ZHXH560J

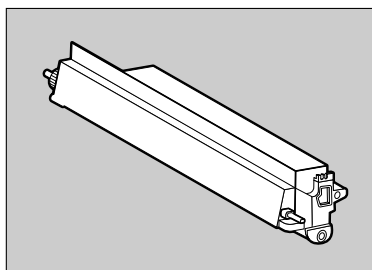
**Important**

- Be careful not to touch the right side of development unit.
- Be careful not to let it come into contact with your hands or clothes.

**7 Install a new development unit.**

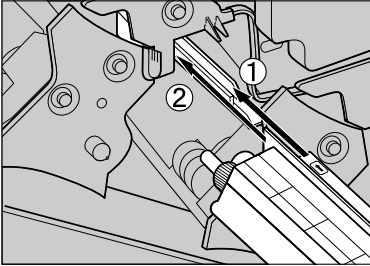
The procedure for attaching the development unit is the same for all four colors.

- 1 Take the unit out of the bag.



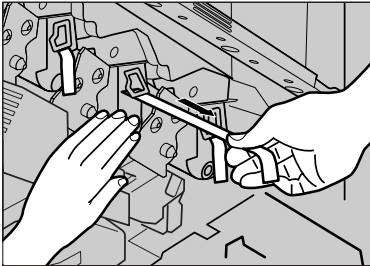
ZD.JH226J

- 2** Insert the development unit along the rail, and push in slowly, until it stops.



ZD.JH227E

- 3** Holding the development unit, slowly pull out the tape horizontally.

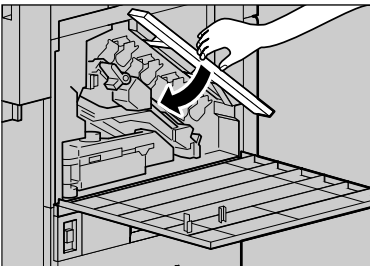


ZHXH620J

**Important**

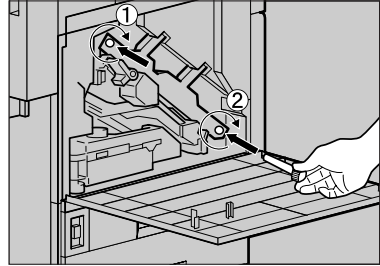
- To avoid malfunction, be sure to pull out the tape.
- The removed tape is dirty. Be careful not to let it come into contact with your hands or clothes.

- 8** Slowly lower the inner cover out.



ZHXH530J

- 9** Tighten the two screws using the provided screwdriver.

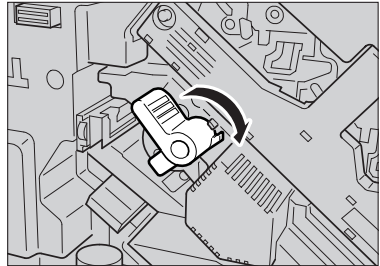


ZHXH440J

**Note**

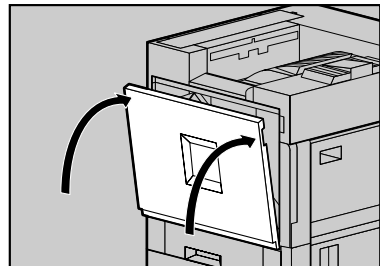
- Be sure to return the provided screwdriver to its original position on the back of the front cover.

- 10** Turn the green lever clockwise.



ZHXH420J

- 11** Slowly close the front cover by pushing the two areas on the left and right.

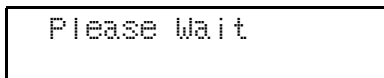


ZD.JH041J

1

**12 Plug in the power cable, and then turn on the power.**

“Please Wait” appears on the display, and initial adjustments begin. Wait until these stop.



**⚠ Important**

- To avoid malfunction, do not turn off the power during adjustments.



# Replacing the Fusing Unit

## ⚠ CAUTION:

- The fusing unit becomes very hot. When installing a new fuser oil unit, turn off the printer and wait about an hour. After that, install the new fuser unit. Not waiting for the unit to cool could result in a burn.
- Keep the fuser oil unit away from flames. There is a risk of fire or burns.

If “Replace Fusing Unit (Type C)” appears on the display, replace the fusing unit.

Replace Fusing  
Unit (Type C)

- 1 Turn off the power, and then unplug the power cable.

### ⚠ Important

- Be sure to wait about an hour to avoid burns.

- 2 If the 2 tray finisher or the booklet finisher is installed, detach it from the printer.

### 🔍 Reference

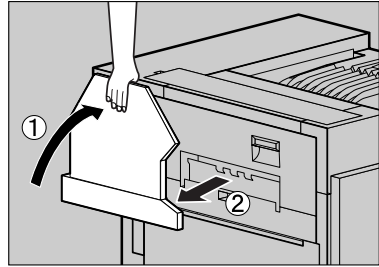
See p.2 “Detaching the SR770 (2 Tray Finisher)” or p.2 “Detaching the SR910(Booklet Finisher)”

- 3 If the duplex unit is installed, open the duplex reversal unit.

### 🔍 Reference

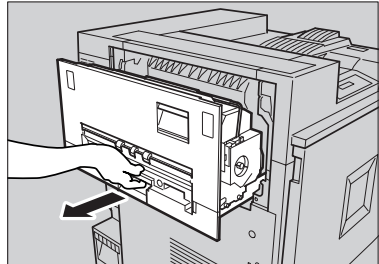
p.3 “Opening and Closing the Duplex Reversal Unit”

- 4 If the external tray is attached to the printer, raise it in the direction of the arrow (①), and then remove it (②).



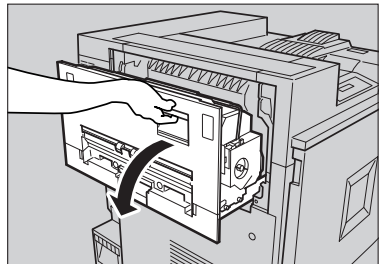
ZD-IP038J

- 5 Slowly pull out the left cover.



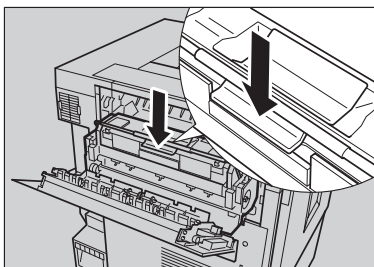
ZH0H010J

- 6 Open the upper left cover.



ZH0H020J

- 7** Pull the lever down slightly, and then remove the grip securing the fuser oil unit.



ZHXH033J

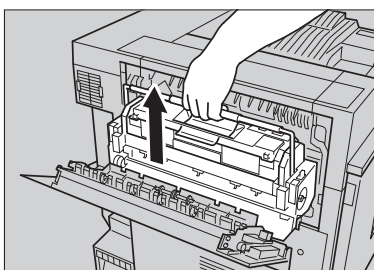
**CAUTION:**

- Touch only the handles, no other parts. The fuser oil unit gets very hot and will burn your hands if you touch it.

**Important**

- Do not touch any area other than the green felt parts.

- 8** Hold the fusing unit handle as shown, slowly pull the fusing unit up, and then put it down on a surface.



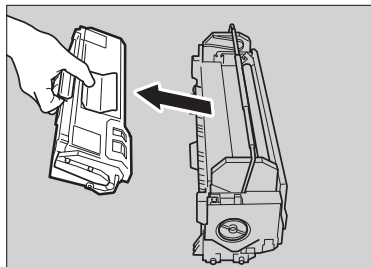
ZHXH610J

**Important**

- Do not touch the inside of the fusing unit.
- When moving the fusing unit, keep it steady, otherwise the fuser oil unit may come off or oil may leak.

- 9** Take the new fusing unit out of the bag and put it down on a level surface.

- 10** Pull the fuser oil unit (attached to the fusing unit) out horizontally, and then remove it.



ZHXH790J

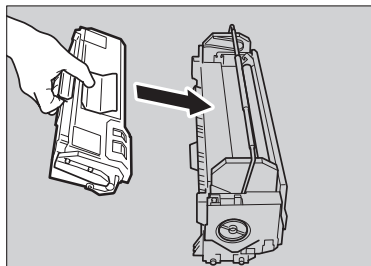
**CAUTION:**

- Keep the fuser oil unit away from flames. There is a risk of fire or burns.

**Important**

- To avoid getting oil on yourself, do not touch any areas other than the green felt parts.

- 11** Install the fuser oil unit removed in step 9 in the new fusing unit. Hold the fuser oil unit as shown, and then insert it horizontally into the part of the fusing unit shown below.



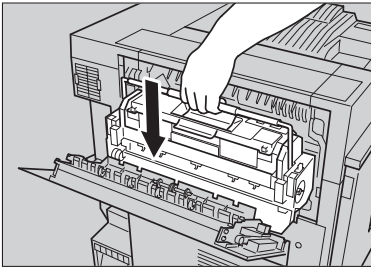
ZHXH800J

**Important**

- ❑ Be careful not to get oil on the top metal part of the fuser oil unit.
- ❑ Insert the fuser oil unit firmly, until it stops.

**12** Put the removed fuser oil unit in the bag that enclosed the new fuser oil unit, and then seal it.

**13** Hold the fusing unit handle and slowly lower the unit to align it with the marks on the machine stand.

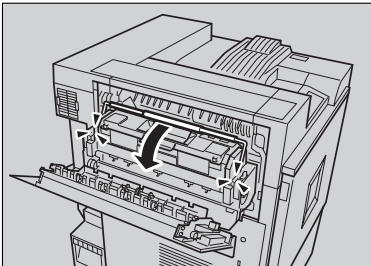


ZHXH620J

**Important**

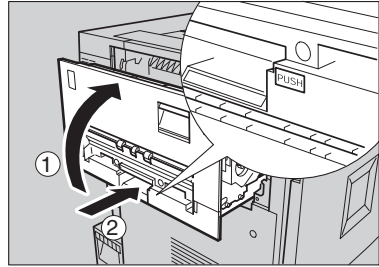
- ❑ Install the fusing unit so the blue dial is on the front cover side.

**14** Slowly turn the fuser oil unit handle in the direction of the arrow, until it clicks.



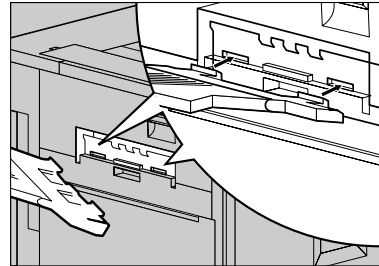
ZHXH070J

**15** Close the upper left cover (1), and then push the part labeled "PUSH" next to the handle at the bottom rear, until it clicks (2).



ZHXH082J

**16** If you removed the external tray in step 4, reattach it to the printer. Insert the hooks of the external tray into the printer slits, and lower it toward you.



ZDJH010J

**17** If the duplex unit is installed, close the duplex reversal unit.

**Reference**

p.3 "Opening and Closing the Duplex Reversal Unit"

**18** If the 2 tray finisher or the booklet finisher is installed, reattach it to the printer.

**Reference**

See p.2 "Detaching the SR770 (2 Tray Finisher)" or p.2 "Detaching the SR910(Booklet Finisher)"

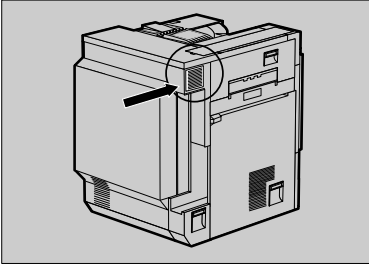
**19** Plug in the power cable, and then turn on the power.

1

# Replacing the Dustproof Filter

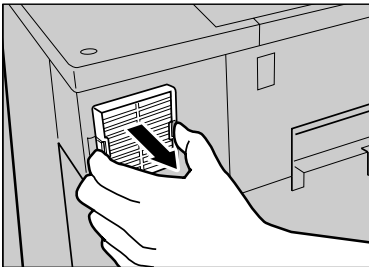
The dustproof filter is attached to the black development unit. When replacing the black development unit, also replace the dustproof filter.

The dustproof filter is attached to the left side of the printer, as shown.



ZD.JH801J

- 1** Turn off the power, and then unplug the power cable.
- 2** Push in the grips on both sides of the dustproof filter cover to pull it off.

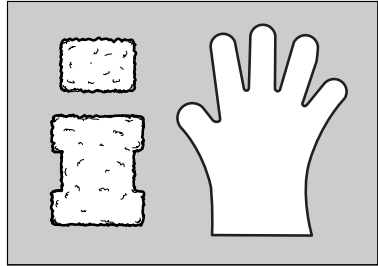


ZHXH570J

## Note

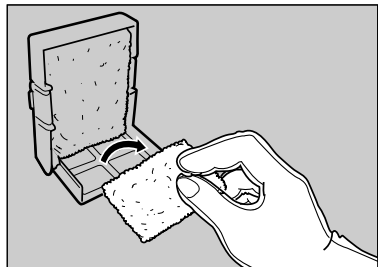
- Be sure to put the removed dustproof filter cover down on a stable and level surface.

- 3** From the box that contained the black development unit, take out the new dustproof filter and glove.

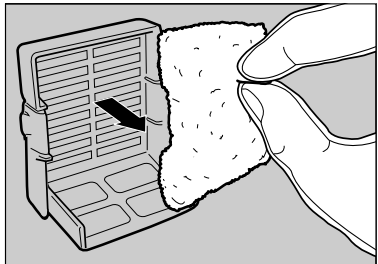


ZD.JH214J

- 4** Put the glove on either hand.
- 5** Using your gloved hand, slowly take out the dustproof filters attached to the dustproof filter cover, one by one, and put them into the box that contained the black development unit.



ZD.JH215J



ZD.JH215J

1

**Important**

- Handle the removed dustproof filters with care. If you shake them, dust might scatter.

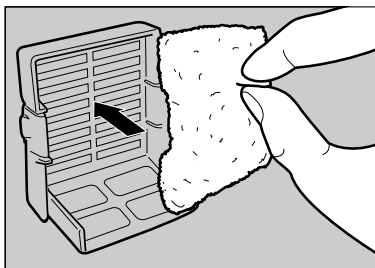
**6** Take off the glove.

**Important**

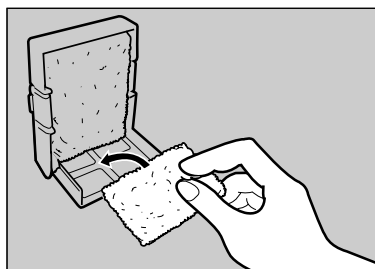
- Be sure to take off the glove before attaching a new dustproof filter.

**7** Attach the new dustproof filters to the dustproof filter cover one by one.

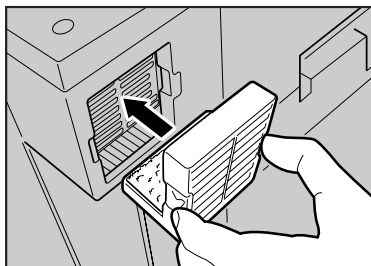
**1** Attach the large filter.



**2** Attach the small filter.



**8** Insert the dustproof filter cover into the upper left area of the printer.



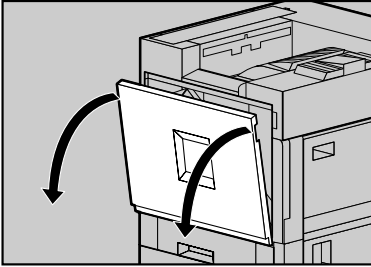
**9** Plug in the power cable, and then turn on the power.

# Replacing the Waste Toner Bottle

If “Replace Waste Toner (Type E)” appears on the display, replace the waste toner bottle.

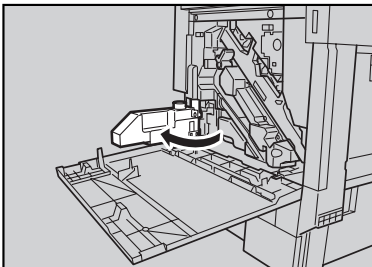
Replace Waste  
Toner (Type E)

- 1** Turn off the power, and then unplug the power cable.
- 2** Slowly open the front cover by pulling down from the two areas on the left and right.



ZDJH007J

- 3** Carefully pivot the waste oil bottle outward, in the direction of the arrow.

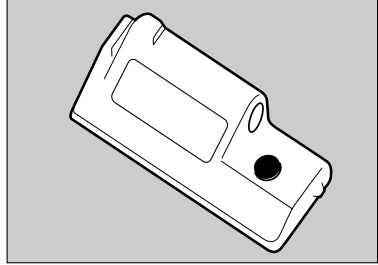


ZHJH150J

### ⚠ CAUTION:

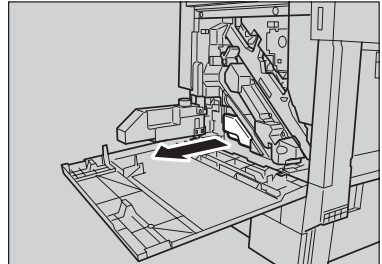
- Keep the waste oil bottle away from flames. There is a risk of fire or burns.

- 4** Take the new waste toner bottle out of the bag.



ZDJH228J

- 5** Slowly remove the used waste toner bottle from inside the printer.

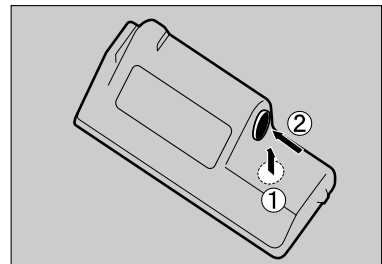


ZHJH590J

### ⚠ Important

- Be sure to remove the waste toner bottle horizontally.

- 6** Remove the lid (①), and then put it in the position shown in the illustration (②).



ZDJH229J

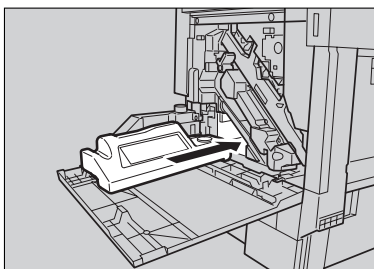
1

- 7** Put the used waste toner bottle into the bag that contained the new waste toner bottle, and then seal the bag.

**Important**

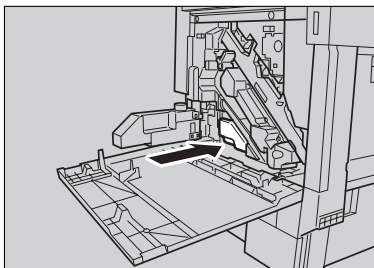
- ❑ Be sure to handle the bottle carefully so waste toner does not spill.

- 8** Insert the new waste toner bottle as shown.



ZHXH610J

- 9** Push it in until it stops.

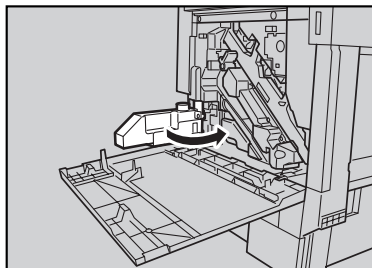


ZHXH600J

**Important**

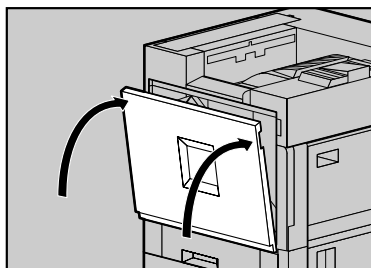
- ❑ Be sure to firmly insert the waste toner bottle to avoid toner leakage inside the printer.

- 10** Slowly close the waste oil bottle in the direction of the arrow.



ZHXH160J

- 11** Slowly close the front cover by pushing the two areas on the left and right.



ZD,H061J

- 12** Plug in the power cable, and then turn on the power.



# 2. Cleaning and Adjusting the Printer

## Cautions to Take When Cleaning

**⚠ WARNING:**



- ***Do not remove any covers or screws other than those specified in this manual. Some parts of the machine are at a high voltage and could give you an electric shock. Also, if the machine has laser systems, direct (or indirect) reflected eye contact with the laser beam may cause serious eye damage. When the machine needs to be checked, adjusted, or repaired, contact your service representative.***
- ***Do not take apart or attempt any modifications to this machine. There is a risk of fire, electric shock, explosion or loss of sight. If the machine has laser systems, there is a risk of serious eye damage.***

**⚠ CAUTION:**



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

Clean the printer periodically to maintain print clarity.

Dry wipe the exterior using a soft cloth. If dry wiping is not enough, wipe using a soft, wet cloth that is well wrung out. If you still cannot remove the stain or grime, use a neutral detergent, then wipe over with a well wrung wet cloth, dry wipe, and let it dry.

**⚡ Important**

- To avoid deformation, discoloration, or cracking, do not use volatile chemicals, such as benzine and thinner, or spray insecticide on the printer.
- If there is dust or grime inside the printer, wipe it away using a clean, dry cloth.

# Cleaning the Registration Roller

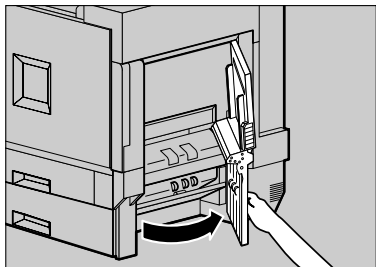
## ⚠ CAUTION:

- *The inside of the printer becomes very hot. To avoid burns, do not touch parts labelled "hot surface", otherwise it could cause a burn.*

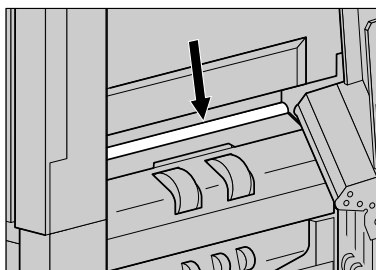
Clean the roller when replacing the black development unit.

**1** Turn off the power, and then unplug the power cable.

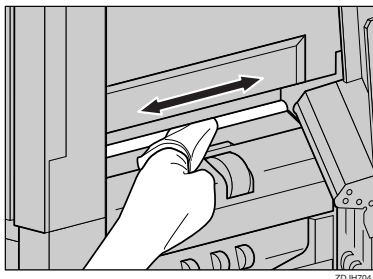
**2** Open the right cover as shown.



The registration roller is set as shown.



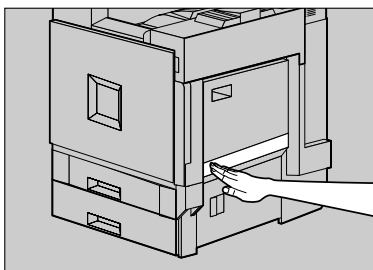
**3** Wipe around the registration roller by turning it and applying a soft damp cloth.



## ⚠ Important

- Do not use chemical cleaners or organic solvents such as thinners or benzene.

**4** Close the right cover by pushing the area labeled "PUSH".

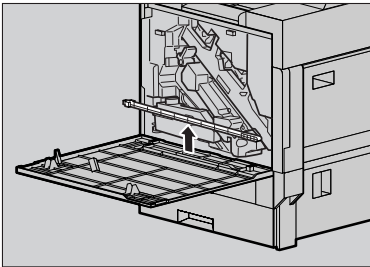


**5** Plug in the power cable, and then turn on the power.

# Cleaning the DustProof Glass

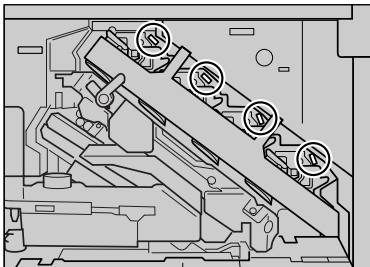
The dustproof glass may require cleaning if white lines appear on print.

- 1** Turn off the power, and then unplug the power cable.
- 2** Open the front cover, and then remove the cleaning brush.



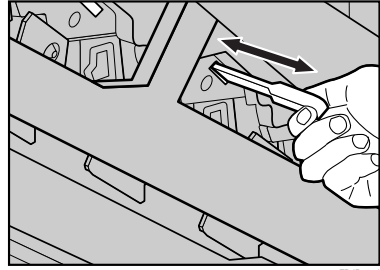
ZHXXH631J

There are four holes for cleaning the dustproof glass.



ZHXXH640J

- 3** Slide the cleaning brush in and out slowly 8 to 10 times to clean all four areas.



ZDJJP707J

## Important

- Do not insert the brush roughly. Doing so may damage the printer.

- 4** Return the cleaning brush to its original position.
- 5** Plug in the power cable, and then turn on the power.

## Checking the Earth Leakage Breaker

2

This printer has an earth leakage breaker to prevent electric shock. Normally, the earth leakage breaker will be at the “-” position.

Check the earth leakage breaker at least once a month using the following procedure.

### ⚠ CAUTION:

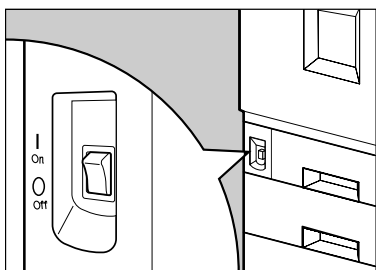
- If the earth leakage breaker has tripped, contact your sales or service representative. Do not reset earth leakage breaker yourself as you may get an electric shock, the printer may catch fire, or the building earth leakage breaker may trip.

### ⚡ Important

- ❑ If the earth leakage breaker fails to trip when tested, contact your sales or service representative.

**1** Make sure the printer’s ground is properly connected.

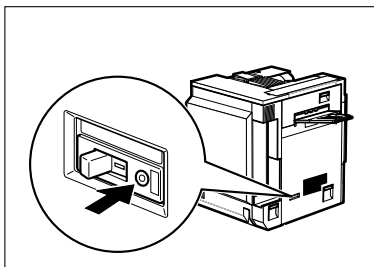
**2** Turn off the power.



ZD-JH028J

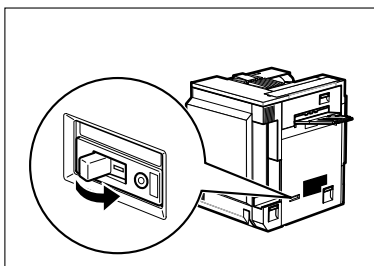
If the 2 tray finisher or the booklet finisher is attached to the printer, detach it before checking the earth leakage breaker.

**3** Press the earth leakage breaker's test button with a point of an object such as a ballpoint.



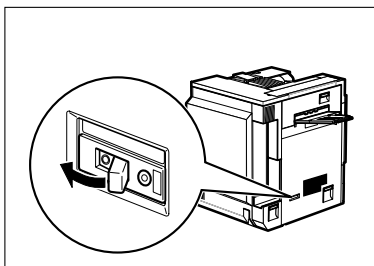
ABT05351

**4** Make sure the earth leakage breaker trips.



ABT05451

**5** Reset the earth leakage breaker by moving it to the “-” position.



ABT05551

**6** Turn on the power.

 **Note**

- If the printer does not start up when the main power is switched on, check whether the earth leakage breaker has tripped. If it has, contact your sales or service representative. Do not reset the earth leakage breaker yourself.

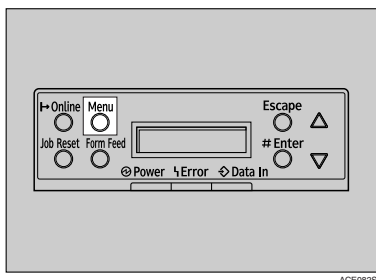
## Adjusting the Color Registration

After moving the printer, printing on thick paper, or printing repeatedly for some time, color degradation may occur. By performing color registration adjustment, you can restore optimum print quality.

### Auto Adjust

If documents show color degradation after the printer is moved, perform automatic color adjustment.

- 1 Press the **[Menu]** key.



“Menu” appears on the display.

- 2 Press the **[▲]** or **[▼]** key to display “Maintenance”, and then press the **[# Enter]** key.

```
Menu:
Maintenance
```

The maintenance menu appears.

- 3 Press the **[▲]** or **[▼]** key to display “Color Regist.”, and then press the **[# Enter]** key.

```
Maintenance:
Color Regist.
```

- 4 Confirm “Auto Adjust” appears, and then press the **[# Enter]** key.

```
Color Regist.:
Auto Adjust
```

- 5 Confirm “Now” appears, and then press the **[# Enter]** key.

```
Auto Adjust:
Now
```

The check message appears.

```
Press #
To Adjust
```

- 6 Press the **[# Enter]** key.

Automatic color adjustment begins, and the following message appears.

```
Adjusting...
```

#### ⚠ Important

- ❑ To avoid malfunction, do not turn off the power while “Adjusting...” appears on the display.

Automatic color adjustment takes about 50 seconds. A confirmation message appears when complete.

```
Completed
```

Press the **[# Enter]** key to return to the color adjustment menu.

```
Color Regist.:
Auto Adjust
```

- 7** When you have made all settings, press the **[On Line]** key.  
“Ready” appears on the display.




## Adjusting the Fuser for Thick Paper

### If color registration shifts when using thick paper

If color registration shifts when using thick paper, adjust the fuser for thick paper.

#### Note

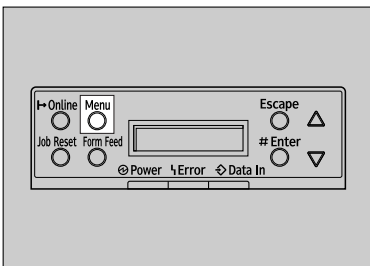
- Fuser adjustment for thick paper is not possible if the toner has almost run out. Carry out this adjustment after changing the toner cartridge.
- Thick paper is needed to make the adjustment. Use the thick paper you normally use.

- 1** Load thick paper larger than A4  in the bypass tray.

#### Note

- For details about paper sizes the bypass tray can handle and paper loading procedure, see p.45 “Paper and Other Media”.

- 2** Press the **[Menu]** key.



ACE0825

“Menu” appears on the display.

- 3** Press the **[▲]** or **[▼]** key to display “Maintenance”, and then press the **[# Enter]** key.

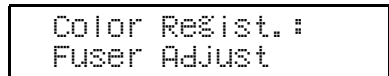


The maintenance menu appears.

- 4** Press the **[▲]** or **[▼]** key to display “Color Regist.”, and then press the **[# Enter]** key.



- 5** Press the **[▲]** or **[▼]** key to display “Fuser Adjust”, and then press the **[# Enter]** key.

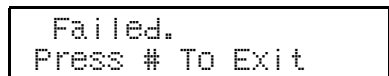


- 6** Make sure “Thick Paper” appears, and then press the **[# Enter]** key.



#### Limitation

- If the toner cartridge is almost empty, the following message appears on the display: (After changing the toner cartridge, carry out fuser adjustment for thick paper. For details about changing the toner cartridge, see p.4 “Replacing the Toner Cartridge”.)



2

- 7** Make sure the following message appears, and then press the **[# Enter]** key.

```
Press #
To Adjust
```

- 8** Press the **[# Enter]** key.

```
Adjusting...
```

- 9** When automatic color adjustment is complete, the confirmation message about printing a test sheet appears. Wait for the following message to appear, and then press the **[# Enter]** key.

```
Press # for Test
Print (Bypass)
```

- 10** The following message appears:

```
Set Sheet, then#
A4(297x210)
```

Make sure the paper size set in step **8** appears, and then press the **[# Enter]** key.

The Fuser Adjust Sheet is printed. For test sheet samples, see p.35 "Test Sheet Samples".

**Note**

- In this example, thick A4 paper is loaded in the bypass tray.

- 11** Compare the color adjustment sheet sample with the framed white part of the printed pattern. If sample and printed pattern are almost the same, select "0". Otherwise, select one of the following values according to the position of the color in the sample:

Color at center: 0

Color shifted to left: -1

Color shifted to right: +1

```
Select Action:
0: Exit
```

```
Select Action:
-1: Re-adjust
```

```
Select Action:
+1: Re-adjust
```

When you select "0", the printer returns to the previous menu.

If you select "-1" or "+1", the printer returns to step **9**. Keep adjusting until you can select "0".

- 12** Press the **[On Line]** key.

"Ready" appears on the display.

```
Ready
```



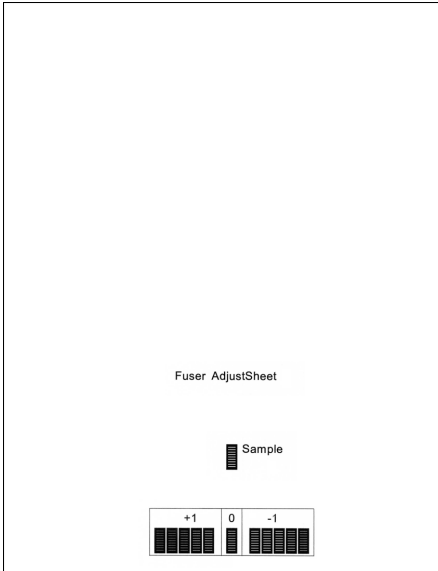
---

## Test Sheet Samples

---

The following illustration is an example of a test sheet printed during fuser adjustment for thick paper.

### ◆ Fuser Adjust Sheet



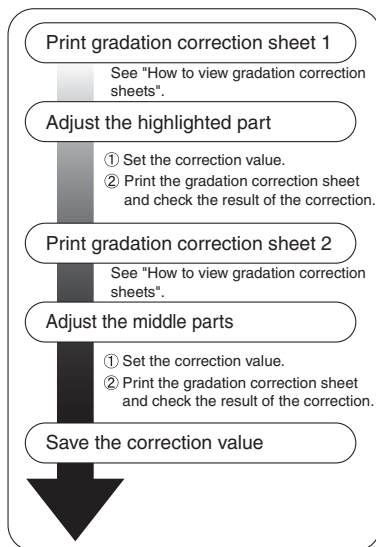
## Correcting the Color Gradation

Color gradation during color printing varies slightly depending on a number of factors. If you print the same file repeatedly or toner was recently replaced, changes may occur in color tones. When this happens, to obtain suitable print results, color gradation can be corrected, although it is not usually necessary to make any particular settings.

### Note

- If suitable results cannot be obtained after a single operation, repeat the correction several times, as needed.
- Corrections to color gradation will be applied to all user jobs.
- Use the same paper when printing a run of gradation corrections. If a different type of paper is used, corrections may not be apparent.
- This requires the use of the supplied Color Calibration Sample Sheet.

- Corrections to color gradation are performed in the following order.

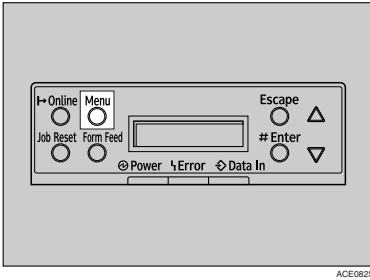


ACE097S

## Set the Gradation Correction Value

During printing, you can correct the gradation in two areas: the bright part (highlighted) and the medium part (middle). The correction value for the highlighted and middle parts are set using "Calibr.1" and "Calibr.2" respectively.

- 1** Press the **[Menu]** key.



"Menu" appears on the display.

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

```
Menu:
Maintenance
```

- 3** Press the **[▲]** or **[▼]** key to display "Color Calibrate", and then press the **[# Enter]** key.

```
Maintenance:
Color Calibrate
```

**Note**

- If you want to perform only calibration 2, proceed to step **7**.

- 4** Check "Start Calibr. 1" is displayed, and then press the **[# Enter]** key.

```
Color Calibrate:
Start Calibr. 1
```

- 5** Check "Yes" is displayed, and then press the **[# Enter]** key to print gradation correction sheet 1.

```
Print Sheet 1?:
Yes
```

- 6** Set the gradation correction value of the highlighted part using calibration 1.

**Note**

- Set the correction value using the supplied Color Calibration Sample Sheet and gradation correction sheet 1 printed in step **5**. For details about gradation correction sheets, see p.39 "Viewing the Color Calibration Sample Sheet and Gradation Correction Sheet".

- 1** Set the K (black) gradation.

Compare the K correction value (0-6) of gradation correction sheet 1 with the K color sample of the Color Calibration Sample Sheet, and then set the number of the color that matches the color sample the closest using the **[▲]** and **[▼]** keys.

```
Calibrate 1:
K:3 M:3 C/Y:3/3
```

**Note**

- In this example a setting value of 3 is used for K, M, C, and Y.
- Each time the **[▲]** or **[▼]** key is pressed, the value increases or decreases respectively, in increments of 1.
- The correction value can be set between 0 and 6.

- 2** Press the **[# Enter]** key.

```
Calibrate 1:
K:2 M:3 C/Y:3/3
```

**Note**

- In this example, the setting value of K is changed to 2.

The cursor **|** moves to M (magenta).

- Set M (magenta), C (cyan), and Y (yellow) using the same method as in steps 1 and 2.

- After completing all settings, check the cursor **|** has moved to the location over the Y (yellow) setting value, and then press the **[# Enter]** key.

```
Calibrate 1:
K:2 M:2 C/Y:2/3
```

**Note**

- In this example, the value of M is changed to 2 and the setting value of C to 2.

- Check "Yes" is displayed, and press the **[# Enter]** key to print the correction result.

```
Print Result?:
Yes
```

- Check gradation correction sheet 1. To save the correction values, check "Save and Exit" is displayed and press the **[# Enter]** key. If you do not want to save the correction values after this procedure, press the **[▲]** or **[▼]** key to display "Exit don't save", and then press the **[# Enter]** key.

**Note**

- If you complete this procedure without saving the correction values, the changes will not be applied to subsequent print jobs.

```
Calibrate 1:
Save and Exit
```

```
Calibrate 1:
Exit don't save
```

Proceed to calibration 2.

If you do not need to perform calibration 2, proceed to step 10.

- Press the **[▼]** key to display "Start Calibr. 2", and then press the **[# Enter]** key.

```
Color Calibrate:
Start Calibr. 2
```

- Check "Yes" is displayed, and then press the **[# Enter]** key to print gradation correction sheet 2.

```
Print Sheet 2?:
Yes
```

- Perform the same operations as in step 6 and set the gradation correction value of the middle part using calibration 2.

- After completing all settings, press the **[Online]** key. "Ready" appears on the display.

```
Ready
```

## Viewing the Color Calibration Sample Sheet and Gradation Correction Sheet

The color gradation correction value setting sheet contains two color sample columns: the “Sample 1” column for setting the highlight part and the “Sample 2” column for setting the middle part.

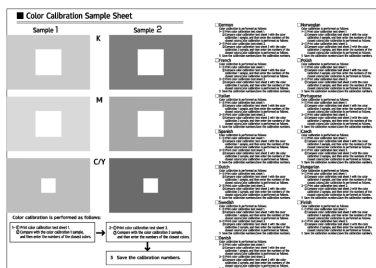
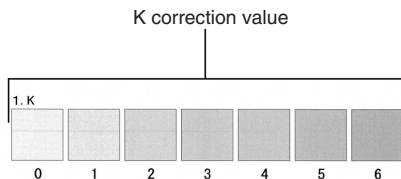
Similarly, there are two gradation correction sheets: “Gradation correction sheet 1” for setting the highlight part and “Gradation correction sheet 2” for setting the middle part. Gradation correction sheet 1 is used for calibration 1, while Gradation correction sheet 2 is used for calibration 2.

### ❖ Color sample and correction values

The following explains how to use the color sample of the Color Calibration Sample Sheet and the correction values of the gradation correction sheet. This explanation uses K (black) as an example. The setting method for M (magenta) is similar. For C/Y (cyan/yellow), the correction value is determined based on combinations of these two colors, although settings are made for each color.

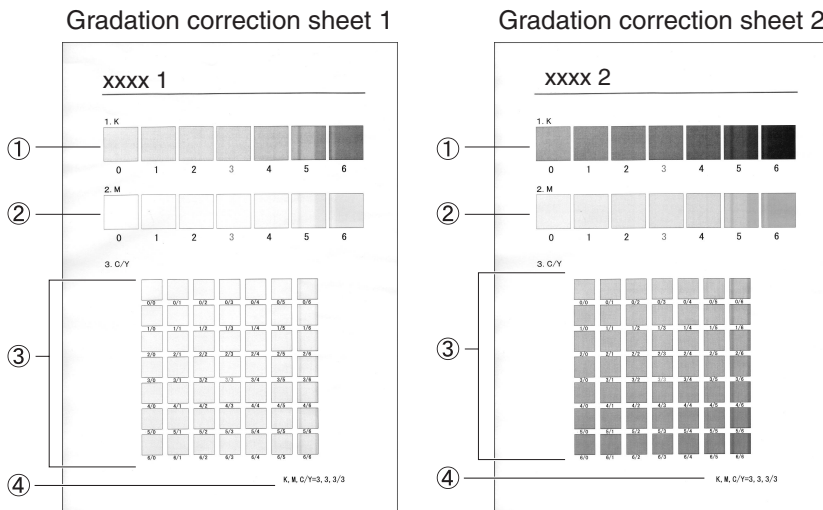
#### Note

- Compare the K correction value (0-6) of gradation correction sheet 1 with the K color sample of the Color Calibration Sample Sheet. Determine the color that matches the color sample the closest, and then set the correction value of that color using the control panel. The currently set correction value is printed in red.

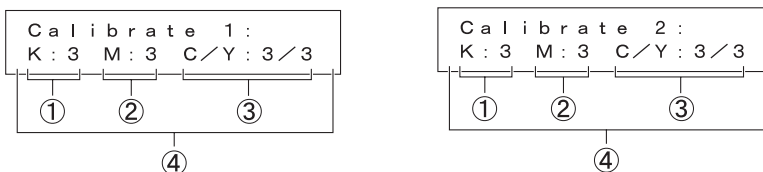


◆ Relationship between the gradation correction sheets and the display

The printed gradation correction sheet and display correspond as shown in the following diagram. The gradation correction sheets are used to determine the correction values for the colors K (black), M (magenta), C (cyan), and Y (yellow). These values are set using the control panel.



Display (correction value setting screen)



Note

□ XXXX represents the printer model name.

① **K (black) correction values**

Use to adjust the color printed when only black toner is used. The currently set correction value is printed in red.

② **M (magenta) correction values**

Use to adjust the color printed when only magenta toner is used. The currently set correction value is printed in red.

### ③ C (cyan)/Y (yellow) correction values

Use to adjust the color printed when cyan and yellow toner are used. For C/Y (cyan/yellow), the correction values are determined based on a combination of these two colors, although settings are made separately for each color.

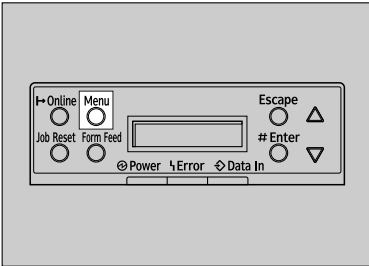
### ④ K, M, C/Y

The numerical values set at time of gradation correction sheet printing are shown. These correspond to the numerical values set using the control panel.

## Resetting the gradation correction values to the initial values

Reset the correction value default.

### 1 Press the [Menu] key.



"Menu" appears on the display.

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

```
Menu:
Maintenance
```

### 3 Press the [▲] or [▼] key to display "Color Calibrate", and then press the [# Enter] key.

```
Maintenance:
Color Calibrate
```

### 4 Press the [▲] or [▼] key to display "Reset", and then press the [# Enter] key.

```
Color Calibrate:
Reset
```

A confirmation message appears.

```
Press # to reset
calibration
```

### 5 Press the [# Enter] key.

A message indicating the gradation correction values have returned to their defaults appears.

```
Calibration was
reset
```

After about 2 seconds, the display returns to the "Color Calibrate: Reset" menu.

### 6 Press the [Online] key.

"Ready" appears on the panel display.

```
Ready
```

## Adjusting Image Density

Adjust image density when print becomes hazy gray or the image looks patchy.

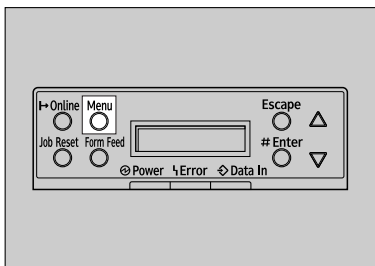
### Important

- Extreme settings may cause output to appear dirty.
- Image density settings should be made from the application or the printer driver, whenever possible.

### Note

- Changing image density settings might cause deterioration in color balance. We recommend leaving image density at the factory default setting.

- 1** Press the **[Menu]** key.



- 2** Press the **[▲]** or **[▼]** key to display “Maintenance”, and then press the **[# Enter]** key.

```
Menu:
Maintenance
```

- 3** Press the **[▲]** or **[▼]** key to display “Image Density”, and then press the **[# Enter]** key.

```
Maintenance:
Image Density
```

- 4** Press the **[▲]** or **[▼]** key to select the color you want to adjust, and then press the **[# Enter]** key.

```
Image Density:
Black
```

- 5** Press the **[▲]** or **[▼]** key to set the image density value, and then press the **[# Enter]** key.

```
Black:
(-3 +3) 0
```

### Note

- You can adjust image density in seven increments, from -3 to +3. Increasing the value makes printout darker; decreasing the value makes printout lighter.

To adjust another color, repeat steps **4** and **5**.

- 6** Press the **[On Line]** key.

“Ready” appears on the display.

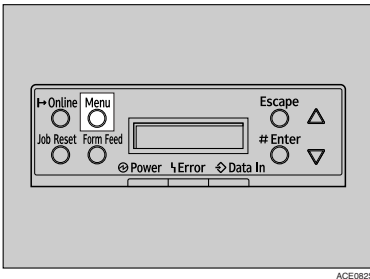
```
Ready
```



# Adjusting Tray Registration

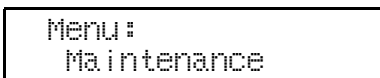
You can adjust the registration of each tray. The vertical adjustment is used for all trays. Normally, you need not update the registration. But when the optional paper feed unit or the duplex unit is installed, updating is useful in some cases. The following procedure describes how to adjust tray 3. The same procedure applies to other trays as well.

- 1 Press the **[Menu]** key.



"Menu" appears on the display.

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

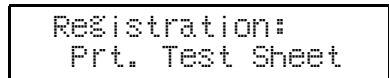


- 3 Press the **[▲]** or **[▼]** key to display "Registration", and then press the **[# Enter]** key.

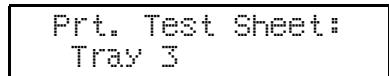


- 4 Print the test sheet to preview the settings.

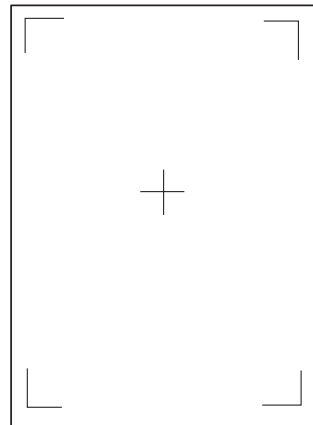
- 1 Confirm "Prt. Test Sheet" appears, and then press the **[# Enter]** key.



- 2 Press the **[▲]** or **[▼]** key to select the tray to adjust, and then press the **[# Enter]** key.



- 5 Confirm the position of the image on the test sheet, and then adjust the registration value.

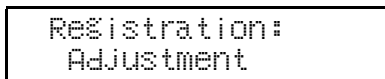


The following are examples for adjusting the margin on the test sheet:

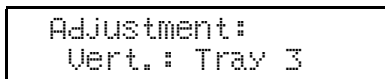
- 1 Press the **[Escape]** key.

2

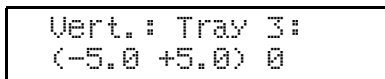
- 2 Press the **[▲]** or **[▼]** key to display “Adjustment”, and then press the **[# Enter]** key.



- 3 Press the **[▲]** or **[▼]** key to display the tray to adjust, and then press the **[# Enter]** key.

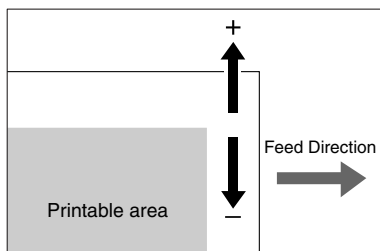


- 4 Press the **[▲]** or **[▼]** key to set the registration value digits (mm).



**Note**

- Increase the value to shift the print area in a positive direction; decrease to shift in a negative direction.



- Pressing the **[▲]** or **[▼]** key makes the value increase or decrease in increments of 1.0 mm.

- 5 Press the **[# Enter]** key.

- 6 Press the **[Escape]** key.

The current setting appears for 2 seconds, and then the printer returns to the previous menu.

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

- 7 Press the **[On Line]** key. “Ready” appears on the display.



# 3. Paper and Other Media



## Paper and Other Supported Media

### Paper Sizes

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









#### Note

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

In this manual	On the display	Paper feed direction
 ← (Feed direction)	A4 (210 × 297) 8 1/2 × 11	Short-edge feed direction
 ← (Feed direction)	A4 (297 × 210) 11 × 8 1/2	Long-edge feed direction

- Be careful of the paper feed direction. The direction is determined based on paper size.

#### ◆ Input Paper Sizes (Metric version)

	Feed direction	Size (mm)	Bypass tray	Paper tray (Tray 1)	Paper feed unit (Tray 2/3/4)	2000-sheet Large Capacity Tray
A3		297 × 420	☆	×	⊙	×
B4		257 × 364	☆	×	⊙	×
A4		210 × 297	☆	×	⊙	×
		297 × 210	☆	●	⊙	⊙
B5		182 × 257	☆	×	☆	×
		257 × 182	☆	×	⊙	×
A5		148 × 210	☆	×	×	×
		210 × 148	☆	×	⊙	×

	Feed direction	Size (mm)	Bypass tray	Paper tray (Tray 1)	Paper feed unit (Tray 2/3/4)	2000-sheet Large Capacity Tray
B6	☐	128 × 182	★	×	×	×
A6	☐	105 × 148	☆	×	×	×
12" × 18"	☐	305 × 457	☆	×	×	×
DLT (11" × 17")	☐	279 × 432	☆	×	◎	×
Legal (LG, 8 <sup>1</sup> / <sub>2</sub> " × 14")	☐	216 × 356	☆	×	☆	×
Letter (LT, 8 <sup>1</sup> / <sub>2</sub> " × 11")	☐	216 × 279	☆	×	☆	×
	☐	279 × 216	☆	×	◎	×
5 <sup>1</sup> / <sub>2</sub> " × 8 <sup>1</sup> / <sub>2</sub> "	☐	140 × 216	☆	×	×	×
Executive (Exec., 7 <sup>1</sup> / <sub>4</sub> " × 10 <sup>1</sup> / <sub>2</sub> "	☐	184 × 276	☆	×	☆	×
	☐	276 × 184	☆	×	×	×
Folio (8 <sup>1</sup> / <sub>4</sub> " × 13")	☐	210 × 330	☆	×	☆	×
Foolscap (F4, 8 <sup>1</sup> / <sub>2</sub> " × 13")	☐	216 × 330	☆	×	☆	×
F/GL (8" × 13")	☐	203 × 330	☆	×	☆	×
Com10 Env (9 <sup>1</sup> / <sub>2</sub> " × 4 <sup>1</sup> / <sub>8</sub> "	☐	241.3 × 104.8	☆	×	×	×
C5 (9.02" × 6.38")	☐	229 × 162	☆	×	×	×
C6 (6.38" × 4.49")	☐	162 × 114	☆	×	×	×
DL Env (8.66" × 4.33")	☐	220 × 110	☆	×	×	×
Monarch (7 <sup>1</sup> / <sub>2</sub> " × 3 <sup>7</sup> / <sub>8</sub> "	☐	190.5 × 98.4	☆	×	×	×
Custom Size	-	-	★ <sup>*</sup>	×	×	×
8K (10 <sup>1</sup> / <sub>2</sub> " × 15.35")	☐	267 × 390	☆	×	☆	×
16K (7.68" × 10 <sup>1</sup> / <sub>2</sub> "	☐	195 × 267	☆	×	☆	×
	☐	267 × 195	☆	×	☆	×

- The size is exclusive.
- ◎ The size is supported and the printer selects it automatically.
- ☆ The size is supported, but it should be selected using the control panel.
- ★ The size is supported, but it should be set as a custom size using the control panel.

- ★\* The supported size is approximately 90 - 305 mm in width, and 148 - 457 mm in length. The supported size may differ depending on the printer language you use. Set as a custom size setting using the control panel. When using the RPCS™ printer driver, sheets of up to 1260 mm in length can be set.
- × The size is not supported.

### ◆ Input Paper Sizes (Inch version)

	Feed direction	Size (inch)	Bypass tray	Paper tray (Tray 1)	Paper feed unit (Tray 2/3/4)	2000-sheet Large Capacity Tray
12" × 18"	☞	12" × 18"	☆	×	×	×
DLT (11" × 17")	☞	11" × 17"	☆	×	◎	×
Legal (LG)	☞	8 <sup>1</sup> / <sub>2</sub> " × 14"	☆	×	◎	×
Letter (LT)	☞	8 <sup>1</sup> / <sub>2</sub> " × 11"	☆	×	◎	×
	☞	11" × 8 <sup>1</sup> / <sub>2</sub> "	☆	●	◎	◎
5 <sup>1</sup> / <sub>2</sub> " × 8 <sup>1</sup> / <sub>2</sub> "	☞	5 <sup>1</sup> / <sub>2</sub> " × 8 <sup>1</sup> / <sub>2</sub> "	☆	×	×	×
Executive (Exec.)	☞	7 <sup>1</sup> / <sub>4</sub> " × 10 <sup>1</sup> / <sub>2</sub> "	☆	×	☆	×
	☞	10 <sup>1</sup> / <sub>2</sub> " × 7 <sup>1</sup> / <sub>4</sub> "	☆	×	×	×
A3	☞	11.26" × 16.54"	☆	×	◎	×
B4	☞	10.12" × 14.33"	☆	×	◎	×
A4	☞	8.26" × 5.83"	☆	×	◎	×
	☞	5.83" × 8.26"	☆	×	◎	×
B5	☞	7.17" × 10.12"	☆	×	☆	×
	☞	10.12" × 7.17"	☆	×	◎	×
A5	☞	5.83" × 8.26"	☆	×	×	×
	☞	8.26" × 5.83"	☆	×	◎	×
B6	☞	5.04" × 7.17"	★	×	×	×
A6	☞	4.13" × 5.63"	☆	×	×	×
Folio	☞	13" × 8 <sup>1</sup> / <sub>4</sub> "	☆	×	☆	×
foolscap F4	☞	13" × 8 <sup>1</sup> / <sub>2</sub> "	☆	×	☆	×

	Feed direction	Size (inch)	Bypass tray	Paper tray (Tray 1)	Paper feed unit (Tray 2/3/4)	2000-sheet Large Capacity Tray
F/GL	☞	13" × 8"	☆	×	☆	×
Com10 Env	☞	9 <sup>1</sup> / <sub>2</sub> " × 4 <sup>1</sup> / <sub>8</sub> "	☆	×	×	×
C5	☞	9.02" × 6.38"	☆	×	×	×
C6	☞	6.38" × 4.49"	☆	×	×	×
DL Env	☞	8.66" × 4.33"	☆	×	×	×
Monarch	☞	7 <sup>1</sup> / <sub>2</sub> " × 3 <sup>7</sup> / <sub>8</sub> "	☆	×	×	×
Custom Size	-	-	★ <sup>*</sup>	×	×	×
8K	☞	10 <sup>1</sup> / <sub>2</sub> " × 15.35"	☆	×	☆	×
16K	☞	7.68" × 10 <sup>1</sup> / <sub>2</sub> "	☆	×	☆	×
	☞	10 <sup>1</sup> / <sub>2</sub> " × 7.68"	☆	×	☆	×

















- The size is exclusive.
  - ◎ The size is supported, and the printer selects it automatically.
  - ☆ The size is supported, but it should be selected using the control panel.
  - ★ The size is supported, but it should be set as a custom size using the control panel.
  - ★\* The supported size is approximately 3.5 - 12.01 inch in width, and 5.8 - 18 inch in length. The supported size may differ depending on the printer language you use. Set as a custom size setting using the control panel.  
When using the RPCS™ printer driver, sheets of up to 49.61 inch in length can be set.
  - ×
- ×
- ×














### ❖ Paper weight and number of sheets to be set

	Supported paper weight	Maximum number of sheets (plain paper) *1
Tray 1	60 - 105 g/m <sup>2</sup> (16 - 28 lb)	500 (80 g/m <sup>2</sup> , 20 lb)
Tray 2	60 - 105 g/m <sup>2</sup> (16 - 28 lb)	500 (80 g/m <sup>2</sup> , 20 lb)
Bypass tray	60 - 163 g/m <sup>2</sup> (14 - 42 lb)	100 (80 g/m <sup>2</sup> , 20 lb)
Paper Feed Unit Type 7100 (500 × 1)	60 - 105 g/m <sup>2</sup> (16 - 28 lb)	500 (80 g/m <sup>2</sup> , 20 lb)
Paper Feed Unit Type 7100 (500 × 2)	60 - 105 g/m <sup>2</sup> (16 - 28 lb)	1000 (80 g/m <sup>2</sup> , 20 lb)
Paper Bank Type 7100 (2000-sheet large capacity tray)	60 - 105 g/m <sup>2</sup> (16 - 28 lb)	2000 (80 g/m <sup>2</sup> , 20 lb)
SR770 (2 tray finisher)	60 - 105 g/m <sup>2</sup> (16 - 28 lb)	2000 (80 g/m <sup>2</sup> , 20 lb)

\*1 Check that the top of the stack is not higher than the limit mark inside the tray.

### ❖ Output Paper Sizes (Metric version)







	Feed direction	Size (mm)	Standard tray	External tray *1	2 tray finisher	Booklet finisher
A3		297 × 420	○	○	○	○
B4		257 × 364	○	○	○	○
A4		210 × 297	○	○	○	○
		297 × 210	○	○	○	×
B5		182 × 257	○	○	○	×
		257 × 182	○	○	○	×
A5		148 × 210	○	○	×	×
		210 × 148	○	○	○	×
B6		128 × 182	○	○	×	×
A6		105 × 148	○	○	×	×
12" × 18"		305 × 457	×	○	×	×
DLT (11" × 17")		279 × 432	○	○	○	○
Legal (LG, 8 <sup>1</sup> / <sub>2</sub> " × 14")		216 × 356	○	○	○	○
Letter (LT, 8 <sup>1</sup> / <sub>2</sub> " × 11")		216 × 279	○	○	○	○
		279 × 216	○	○	○	×
5 <sup>1</sup> / <sub>2</sub> " × 8 <sup>1</sup> / <sub>2</sub> "		140 × 216	○	○	×	×

	Feed direction	Size (mm)	Standard tray	External tray <sup>*1</sup>	2 tray finisher	Booklet finisher
Executive (Exec., 7 <sup>1</sup> / <sub>4</sub> " × 10 <sup>1</sup> / <sub>2</sub> " )		184 × 276	○	○	○	×
		276 × 184	○	○	×	×
Folio (8 <sup>1</sup> / <sub>4</sub> " × 13")		210 × 330	○	○	○	×
Foolscap (F4, 8 <sup>1</sup> / <sub>2</sub> " × 13")		216 × 330	○	○	○	×
F/GL (8" × 13")		203 × 330	○	○	○	×
Com10 Env (9 <sup>1</sup> / <sub>2</sub> " × 4 <sup>1</sup> / <sub>8</sub> " )		241.3 × 104.8	×	○	×	×
C5 (9.02" × 6.38")		229 × 162	×	○	×	×
C6 (6.38" × 4.49")		162 × 114	×	○	×	×
DL Env (8.66" × 4.33")		220 × 110	×	○	×	×
Monarch (7 <sup>1</sup> / <sub>2</sub> " × 3 <sup>7</sup> / <sub>8</sub> " )		190.5 × 98.4	×	○	×	×
Custom Size	-	-	○	○	×	×
8K (10 <sup>1</sup> / <sub>2</sub> " × 15.35")		267 × 390	○	○	○	×
16K (7.68" × 10 <sup>1</sup> / <sub>2</sub> " )		195 × 267	○	○	○	×
		267 × 195	○	○	○	×
























- The size is supported.
- ×

<sup>\*1</sup> The external tray does not support duplex printing.

### ◆ Output Paper Sizes (Inch version)

	Feed direction	Size (inch)	Standard tray	External tray <sup>*1</sup>	2 tray finisher	Booklet finisher
12" × 18"		12" × 18"	×	○	×	×
DLT (11" × 17")		11" × 17"	○	○	○	○
Legal (LG)		8 <sup>1</sup> / <sub>2</sub> " × 14"	○	○	○	○
Letter (LT)		8 <sup>1</sup> / <sub>2</sub> " × 11"	○	○	○	○
		11" × 8 <sup>1</sup> / <sub>2</sub> "	○	○	○	×
5 <sup>1</sup> / <sub>2</sub> " × 8 <sup>1</sup> / <sub>2</sub> "		5 <sup>1</sup> / <sub>2</sub> " × 8 <sup>1</sup> / <sub>2</sub> "	○	○	×	×



	Feed direction	Size (inch)	Standard tray	External tray <sup>*1</sup>	2 tray finisher	Booklet finisher
Executive (Exec.)		7 <sup>1</sup> / <sub>4</sub> " × 10 <sup>1</sup> / <sub>2</sub> "	○	○	○	×
		10 <sup>1</sup> / <sub>2</sub> " × 7 <sup>1</sup> / <sub>4</sub> "	○	○	×	×
A3		11.26" × 16.54"	○	○	○	○
B4		10.12" × 14.33"	○	○	○	○
A4		8.26" × 5.83"	○	○	○	○
		5.83" × 8.26"	○	○	○	×
B5		7.17" × 10.12"	○	○	○	×
		10.12" × 7.17"	○	○	○	×
A5		5.83" × 8.26"	○	○	×	×
		8.26" × 5.83"	○	○	○	×
B6		5.04" × 7.17"	○	○	×	×
A6		4.13" × 5.63"	○	○	×	×
Folio		8 <sup>1</sup> / <sub>4</sub> " × 13"	○	○	○	×
Foolscap F4		8 <sup>1</sup> / <sub>2</sub> " × 13"	○	○	○	×
F/GL		8" × 13"	○	○	○	×
Com10 Env		9 <sup>1</sup> / <sub>2</sub> " × 4 <sup>1</sup> / <sub>8</sub> "	×	○	×	×
C6		6.38" × 4.49"	×	○	×	×
C5		9.02" × 6.38"	×	○	×	×
DL Env		8.66" × 4.33"	×	○	×	×
Monarch		7 <sup>1</sup> / <sub>2</sub> " × 3 <sup>7</sup> / <sub>8</sub> "	×	○	×	×
Custom Size	-	-	○	○	×	×
8K		10 <sup>1</sup> / <sub>2</sub> " × 15.35"	○	○	○	×
16K		7.68" × 10 <sup>1</sup> / <sub>2</sub> "	○	○	○	×
		10 <sup>1</sup> / <sub>2</sub> " × 7.68"	○	○	○	×

- The size is supported and it should be set using the control panel. There is no dial in the tray.

- ×

The size is not supported.

<sup>\*1</sup> The external tray does not support duplex printing.

# Paper Recommendations

---

## Loading Paper

---

### Important

- Do not use ink-jet printer paper because it may stick to the fusing unit and cause a paper misfeed.
- When printing on OHP transparencies that have a print side, load them with the print side over on the bypass tray. Not taking this precaution may cause them to stick to the fusing unit and cause misfeeds.
- Print quality cannot be guaranteed if recommended paper is not used. For details about recommended paper, contact your sales or service representative.
- Do not use paper that has already been printed onto by other printers.

---

## Storing Paper

---

- Paper should always be stored properly. Improperly storing 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 paper on a flat surface.
- Keep open reams of paper in the packaging it came in.

---

## Types of Paper and Other Media

---

### ◆ Plain Paper

- Tray 1/2 can hold up to 500 sheets.
  - Paper Feed Unit Type 7100 (500×1) can hold up to 500 sheets.
  - Paper Feed Unit Type 7100 (500×2) can hold up to 1000 sheets.
  - Paper Bank Type 7100 can hold up to 2000 sheets.Check that the top of the stack is not higher than the limit mark inside the tray.
- The bypass tray can accommodate sheets 90-305 mm(3.5-12.01") wide and 148-457 mm(5.8-18") long. However, the paper size must be set using the control panel. When using the RPCS™ printer driver, sheets of up to 1260 mm(49.61") in length can be set.
- When printing on the reverse side of plain paper that is already printed on, you should load it on the bypass tray and select **[Plain (Duplex Backside)]** from **[Paper type:]** using the printer driver.

### ❖ Thick Paper

- Use the bypass tray
- The bypass tray can hold up to 135 kg (163 g/m<sup>2</sup>) of paper weight. Print quality on thicker paper cannot be guaranteed.
- Check that the top of the stack is not higher than the limit mark inside the tray.
- When printing on thick paper, select thick paper mode using the printer driver.
- When printing on the reverse side of plain paper that is already printed on, you should load it on the bypass tray and select **[Thick (Duplex Backside)]** from **[Paper type:]** using the printer driver.

#### Note

- ❑ The number of sheets that can be set may vary depending on paper thickness and type.


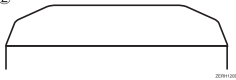
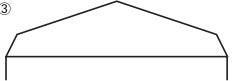
### ❖ OHP transparencies

- When printing on OHP transparencies, use the bypass tray.
- Load OHP transparencies on the tray with the print side over, otherwise they may stick to the fusing unit and cause a misfeed.
- Remove unused OHP transparencies from the bypass tray after you are finished printing. They may stick together if left in the tray.
- When printing on OHP transparencies, you should select the OHP transparency mode using the printer driver.
- Check that the top of the stack is not higher than the limit mark inside the tray.
- When printing multiple OHP transparencies, remove each sheet from the tray one by one before the next is printed out, or select **[Slip sheet]** in the printer driver. For details about using “Slip sheet”, see the printer driver Help.

◆ Envelopes

⚠ Important

☐ Only envelopes ① and ② as shown below are supported.

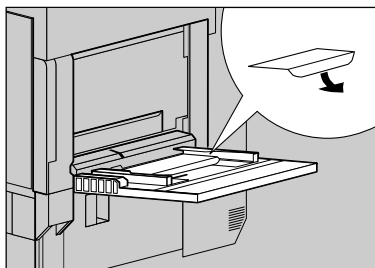
① 	Supported *1
② 	Supported *1
③ 	Not supported

\*1 Misfeeds might also occur when using envelopes ① and ② depending on the length and shape of the flaps.

- When printing on envelopes, use the bypass tray, and select **[Thick Paper]** as the paper type on the Paper Input menu on the control panel. See p.65 "Specifying a paper type for the Bypass Tray".
- Specifications for envelopes are as follows:

	Metric version	Inch version
Weight	72 - 90 g/m <sup>2</sup>	19 - 24 lb
Recommended weight and size	72 g/m <sup>2</sup> , 114 × 162 mm (C6 Env)	24 lb, 3 <sup>7</sup> / <sub>8</sub> " × 7 <sup>1</sup> / <sub>2</sub> " (Monarch)

- You can load up to 10 envelopes (72 - 92 g/m<sup>2</sup>, 19 - 24 lb) in the bypass tray at the same time, without compressing them. Check the envelopes are not damp, and the top of the stack is not higher than the limit mark on the side guide.
- Check the print side is facing up when loading onto the bypass tray.
- When loading envelopes, be sure to unfold the flaps and position them opposite to the paper feed direction.



ZGBH020N

- Make the printer driver setting for rotating the print image by 180 degrees. For details, see the printer driver Help.
- Check there is no air in the envelopes before loading.
- To get better print quality, it is recommended that you set the right, left, top, and bottom print margin, to at least 15 mm (0.6") each.
- Do not print on both sides of envelopes.
- Load only one size and type of envelope at a time.
- Before loading envelopes, flatten leading edges (the side going into the printer) by pressing a pencil or ruler across them.
- Before loading envelopes, check they are rectangular in shape.
- Supported sizes for envelopes are listed on p.45 "Paper and Other Media".

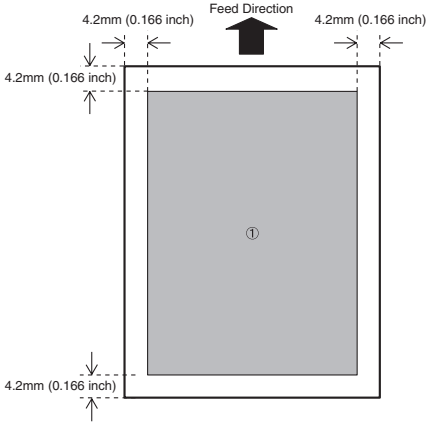
◆ **Paper not supported by this printer**

Avoid using the following unsupported types of paper:

- Ink-jet printer paper
- Bent, folded, or creased paper
- Curled or twisted paper
- Torn paper
- Wrinkled paper
- Damp paper
- Paper that is dry enough to emit static electricity
- Paper that has already been printed onto, except a preprinted letterhead paper
- Coated paper
- Special paper, such as thermal paper, aluminum foil, carbon paper, and conductive paper
- Paper whose weight is heavier or lighter than the limitation
- Paper with windows, holes, perforations, cutouts, or embossing
- Label paper on which glue or base paper is exposed
- Paper with clips or staples


# Print Area

The following illustration shows the print area for this printer. Be sure to set the print margins correctly using your application.



① : Print area




## Note

- Print area may vary depending on paper size, printer language, and printer driver settings.
- If you load paper larger than A3  in the bypass tray, hold it steady so it feeds properly. Paper feed accuracy and print quality may vary according to paper thickness and width. Do a test print to check the paper you want to use gives satisfactory results.
- The maximum length of the print area is 457 mm (18") in the paper feed direction (at 1200×1200 dpi). If paper exceeding 457 mm (18") in the paper feed direction is used, the machine may not print properly.

# Loading Paper

Load paper and change the paper size in tray 1, tray 2, and the optional paper feed unit by following the procedures below.

## Important



- ❑ Tray 1 uses only A4  paper exclusively. Load A4 paper at all times.
- ❑ The 2000-sheet large capacity tray uses only A4  paper exclusively. Load A4 paper at all times.
- ❑ If you want to load letter size paper ( $11 \times 8\frac{1}{2}$  ) in tray 1 and the optional 2000-sheet large capacity tray, contact your sales or service representative.

## Reference

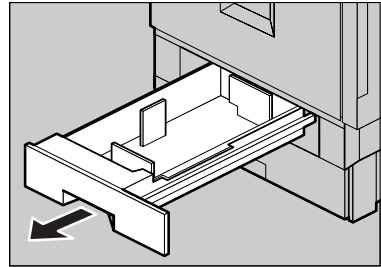
p.45 “Paper Sizes” for details about paper to be loaded in the paper tray and optional Paper Feed Unit Type 7100.

## Loading Paper in Tray 1

### Important

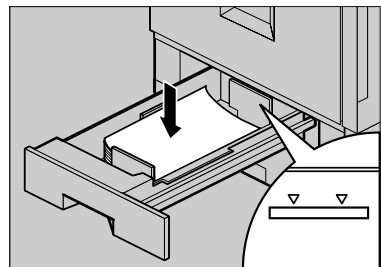
- ❑ Tray 1 uses only A4  paper exclusively. Load A4 paper at all times.
- ❑ If you want to load letter size paper ( $11 \times 8\frac{1}{2}$  ) in tray 1, contact your sales or service representative.

- 1** Slowly pull out the paper tray, until it stops.



ZD.JH003.J

- 2** Load paper into the tray with the print side down.



ZD.JY001.J

### Important

- ❑ Check that the top of the stack is not higher than the limit mark inside the tray.

- 3** Carefully slide the paper tray into the printer, until it stops.

## Loading Paper in Tray 2 and the Optional Paper Feed Unit Type 7100

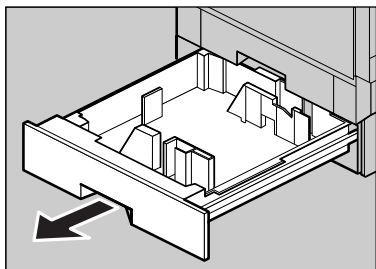
Paper of different sizes can be loaded in tray 2 and the 500- and 1000-sheet paper feed units (optional) by adjusting the positions of the side and end guides.

This section describes loading paper in tray 2.

### Note

- If the side and end guides are in the right positions for the paper to be loaded, they do not have to be adjusted.

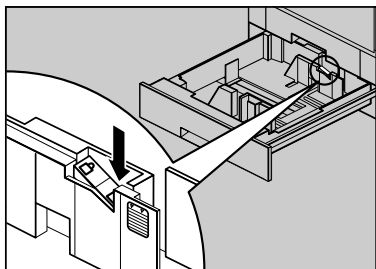
- 1** Slowly slide the paper tray out, until it stops.



ZDJH005J

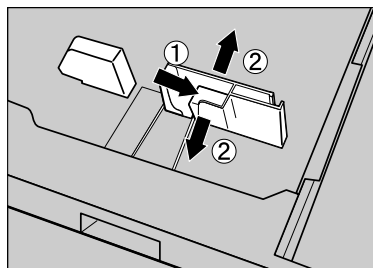
- 2** Adjust the side guide according to the size and orientation of the paper as follows:

- 1** Release the side guide lock.



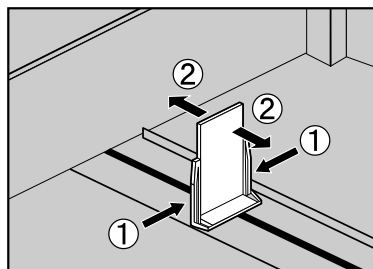
ZDJY003J

- 2** Press the side guide green lever (①), adjust the position of the guide by moving it in the direction of the arrow (②).



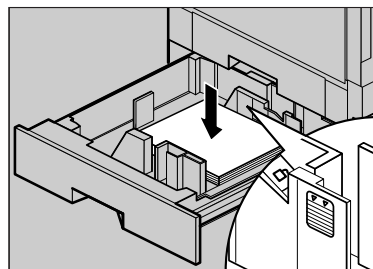
ZDJY802J

- 3** Adjust the end guide according to the size and orientation of the paper by gripping both edges of the guide (①), and then moving it in the direction of the arrow (②).



ZHXH760J

- 4** Align all four sides of the paper stack, and then load it in the tray.



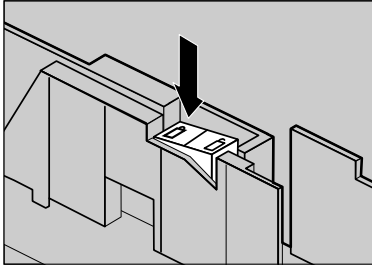
ZDJY901J

### Important

- Check that the top of the stack is not higher than the limit mark inside the tray.



- 5** Make sure the paper is fixed in place, and then lock the side guide.



- 6** Slowly slide the paper tray back until it stops.

**Important**

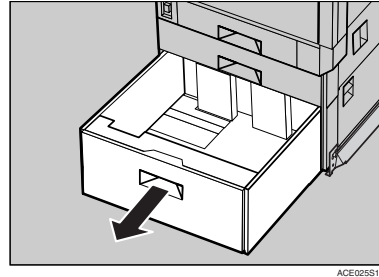
- Do not slide the paper tray in with force. If you do, the front and side guides might move.
- Be sure to adjust the side guides to the paper size, or misfeeds might occur.

## Loading paper in Paper Bank Type 7100 (2000-sheet large capacity tray)

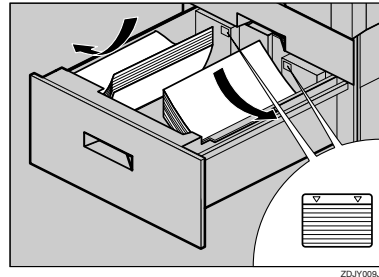
**Important**

- The 2000-sheet large capacity tray uses only A4  paper exclusively. Load A4 paper at all times.
- If you want to load letter size paper ( $11 \times 8\frac{1}{2}$  ) in the 2000-sheet large capacity tray, contact your sales or service representative.

- 1** Slowly pull out the paper tray, until it stops.



- 2** With the print side down, align all four sides of the two paper stacks, and then load them next to each other in the tray. Each side has a limit of 1,000 sheets.



**Important**

- Align the paper and load the stacks against the left and right walls, or misfeeds might occur.
- Check that the top of the stack is not higher than the limit mark inside the tray.

- 3** Slowly push in the paper tray until it stops.

## If you load a paper size that is not selected automatically

### Note

- Paper sizes not selected automatically are B5  $8\frac{1}{2} \times 14$ ,  $8\frac{1}{2} \times 11$ ,  $7\frac{1}{4} \times 10\frac{1}{2}$ ,  $8 \times 13$ ,  $8\frac{1}{2} \times 13$ ,  $8\frac{1}{4} \times 13$ , 8K ( $10\frac{1}{2} \times 15.35$ ), 16K ( $7.68 \times 10\frac{1}{2}$ ), 16K ( $10\frac{1}{2} \times 7.68$ ).

### Reference

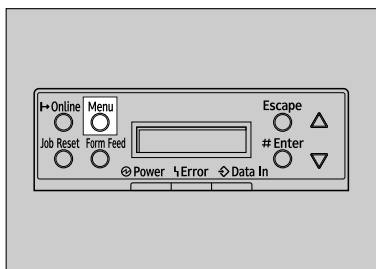
p.58 “Loading Paper in Tray 2 and the Optional Paper Feed Unit Type 7100” for details about how to load the paper

### Important

- Tray 1 uses only A4 paper exclusively. Load A4 paper at all times.
- 2000-sheet large capacity tray uses only A4 paper exclusively. Load A4 paper at all times.
- If you want to load letter size paper ( $11 \times 8\frac{1}{2}$ ) in tray 1 and the optional 2000-sheet large capacity tray, contact your sales or service representative.

This section uses Letter ( $8\frac{1}{2} \times 11$ ) as an example.

- 1 Press the [Menu] key.



“Menu” appears on the display.

- 2 Press the [▲] or [▼] key to display “Paper Input”, and then press the [# Enter] key.

```
Menu:
Paper Input
```

The paper selection menu appears.

- 3 Press the [▲] or [▼] key to display “Tray Paper Size”, and then press the [# Enter] key.

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

The paper tray selection menu appears.

- 4 Press the [▲] or [▼] key to display the target paper tray, and then press the [# Enter] key.

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

The paper size selection menu appears.

- 5 Press the [▲] or [▼] key to display the loaded paper size, and then press the [# Enter] key.

```
Tray 2 :
8 1/2 x 11
```

After about two seconds, the display returns to the menu.

- 6 Press the [On Line] key.

“Ready” appears on the display.

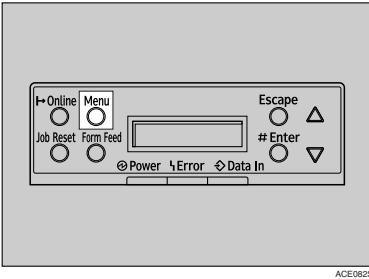
```
Ready
```

This completes the setting change.

### ❗ Important

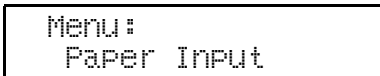
- ❑ After printing on a paper size that is not selected automatically, if you want to print on paper that is selected automatically again, reload the paper, proceed to step 7, and return the setting to "Auto".

#### 7 Press the [Menu] key.



"Menu" appears on the display.

#### 8 Press the [▲] or [▼] key to display "Paper Input", and then press the [# Enter] key.



The paper selection menu appears.

#### 9 Press the [▲] or [▼] key to display "Tray Paper Size", and then press the [# Enter] key.



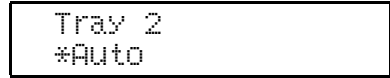
The paper tray selection menu appears.

#### 10 Press the [▲] or [▼] key to display the target paper tray, and then press the [# Enter] key.



The paper size selection menu appears.

#### 11 Press the [▲] or [▼] key to display "\*Auto", and then press the [# Enter] key.



After about two seconds, the display returns to the menu.

#### 12 Press the [On Line] key.

"Ready" appears on the display.

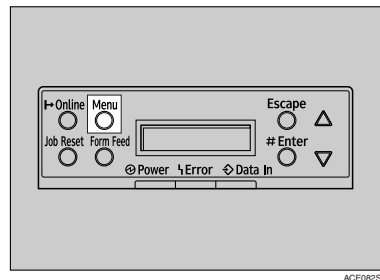


## Changing the paper type

By selecting the paper type you want to load, the printer performs better. You can select from the following paper types:

- Plain Paper, Recycled Paper, Special Paper, Color Paper, Letterhead, Preprinted Paper

#### 1 Press the [Menu] key.



"Menu" appears on the display.

- 2** Press the **[▲]** or **[▼]** key to display “Paper Input”, and then press the **[# Enter]** key.

```
Menu:
Paper Input
```

The paper selection menu appears.

- 3** Press the **[▲]** or **[▼]** key to display “Paper Type”, and then press the **[# Enter]** key.

```
Paper Input:
Paper Type
```

The paper tray selection menu appears.

- 4** Press the **[▲]** or **[▼]** key to display the target paper tray, and then press the **[# Enter]** key.

```
Paper Type:
Tray 2
```

The paper type selection menu appears.

- 5** Press the **[▲]** or **[▼]** key to display the loaded paper type, and then press the **[# Enter]** key.

```
Tray 2
Recycled Paper
```

After about two seconds, the display returns to the menu.

- 6** Press the **[On Line]** key.  
“Ready” appears on the display.

```
Ready
```


## Loading Paper in the Bypass Tray

Besides plain paper, you can use the bypass tray to load thick paper, envelopes, OHP transparencies, paper longer than A3, and paper that cannot be loaded in the paper trays or paper feed unit.

- Set the size and direction of the loaded paper on the control panel or with the printer driver. Make sure the settings do not conflict. Otherwise, the paper may jam or the print quality may be affected.

### Note

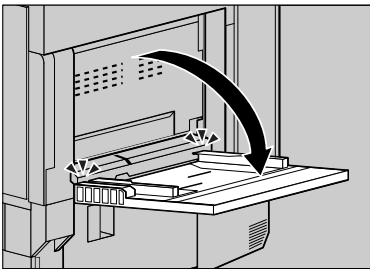
- The bypass tray can accommodate sheets 90-305 mm(3.5-12.01") wide and 148-457 mm(5.8-18") long. However, the paper size must be set using the control panel. When using the RPCS™ printer driver, sheets of up to 1260 mm(49.61") in length can be set.
- If you load custom size paper or special paper, select the paper size using the control panel. The RPCS™ printer driver can select the paper size using the printer driver properties. The paper size selected using the printer driver overrides that selected using the control panel. See p.64 “Specifying custom size paper for the Bypass Tray”.
- If you load thick paper, OHP transparencies, or envelopes, make the settings for thick paper or OHP transparencies using the control panel or printer driver. See p.65 “Specifying a paper type for the Bypass Tray”.

- ❑ The number of pages that can be loaded in the bypass tray differs depending on paper type. Check that the top of the stack is not higher than the limit mark inside the tray.
- ❑ When loading paper in the bypass tray, use  orientation if possible.
- ❑ When loading the bypass tray with paper that will be delivered into the top-left tray, load the paper so the side you want to print on faces up.

### ⚠ Limitation

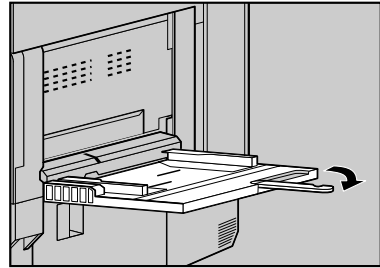
- ❑ You cannot use the following functions when printing on paper loaded in the bypass tray:
  - Duplex Print
  - Job Separation
  - Staple/Punch
  - Auto Tray Select

### 1 Open the bypass tray.

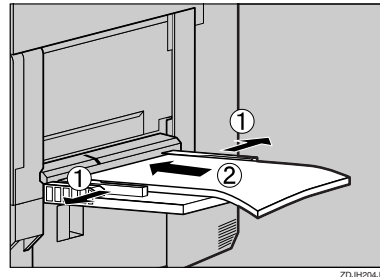


### Note

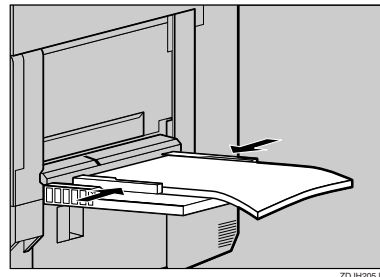
- ❑ If you load A4 or larger size paper, pull out the bypass tray extension, and then flip it open.



### 2 Slide the side guides outward (1), and then load paper print side up, until it stops (2).



### 3 Adjust the side guides to fit the paper width.

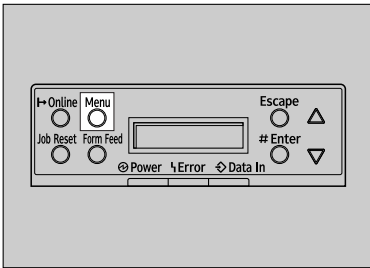


**Important**

- ❑ Check that the top of the stack is not higher than the limit mark inside the tray.
- ❑ Shuffle the paper before loading the stack onto the tray, so multiple sheets are not fed in together.

**4** Set the paper size using the control panel as follows:

- 1** Press the **[Menu]** key.



“Menu” appears on the display

- 2** Press the **[▲]** or **[▼]** key to display “Paper Input” menu, and then press the **[# Enter]** key.

The following message appears on the display:

```
Menu:
Paper Input
```

- 3** Check “Bypass Size” appears, and then press the **[# Enter]** key.

The following message appears on the display.

```
Paper Input:
Bypass Size
```

- 4** Press the **[▲]** or **[▼]** key to display the size and orientation of the paper in the bypass tray.

```
Bypass Size
#11 X 17
```

After about two seconds, the display returns to the menu.

- 5** Press the **[On Line]** key.

“Ready” appears on the display.

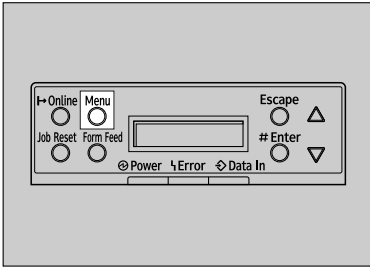
```
Ready
```

### Specifying custom size paper for the Bypass Tray

**Important**

- ❑ The paper size selected using the printer driver overrides that selected using the control panel. You do not have to make settings using the control panel if you already made them using the printer driver. However, when printing with a printer driver other than the RPC-S™ printer driver, you must make the settings using the control panel. For details about the printer driver, see Help.
- ❑ The printer cannot print from applications that do not support custom size paper.

- 1 Press the **[Menu]** key.



“Menu” appears on the display.

- 2 Press the **[▲]** or **[▼]** key to display “Paper Input”, and then press the **[# Enter]** key.

The following message appears on the display.

```
Menu:
Paper Input
```

- 3 Check “Bypass Size” appears, and then press the **[# Enter]** key.

The following message appears on the display:

```
Paper Input:
Bypass Size
```

- 4 Press the **[▲]** or **[▼]** key to display “Custom Size”, and then press the **[# Enter]** key.

The following message appears on the display:

```
Bypass Size:
Custom Size
```

- 5 Press the **[▲]** or **[▼]** key to set the horizontal value, and then press the **[# Enter]** key.

The following message appears on the display:

```
Custom Size:
Vert.      297mm
```

- 6 Press the **[▲]** or **[▼]** key to set the vertical value, and then press the **[# Enter]** key.

```
Custom Size:
Horiz.    210mm
```

After about two seconds, the display returns to the menu.

- 7 Press the **[On Line]** key.

The following message appears on the display:

```
Ready
```

---

### Specifying a paper type for the Bypass Tray

---

By selecting the paper type you want to load, the printer performs better. You can select from the following paper types:

- Plain Paper, Recycled Paper, Special Paper, Color Paper, Letterhead, Preprinted Paper, OHP Transparencies, Thick Paper, Plain Paper (Duplex), Thick Paper (Duplex)

### ⚠ Limitation

- ❑ You cannot use the following functions when printing on paper loaded in the bypass tray:
  - Duplex Print
  - Job Separation
  - Staple, Punch
  - Auto Tray Select

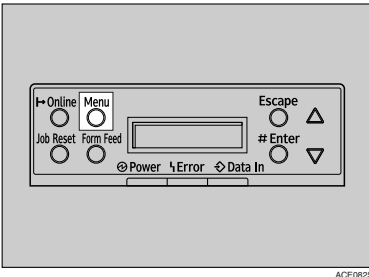
### ⚡ Important

- ❑ Be sure to select the paper type when you load labels, thick paper, or OHP transparencies in the bypass tray.

### 📝 Note

- ❑ When printing labels, select thick paper as the paper type.

- 1** Press the **[Menu]** key.



“Menu” appears on the display.

- 2** Press the **[▲]** or **[▼]** key to display “Paper Input”, and then press the **[# Enter]** key.

The following message appears on the display:

```
Menu:
Paper Input
```

- 3** Press the **[▲]** or **[▼]** key to display “Paper Type”, and then press the **[# Enter]** key.

The following message appears on the display:

```
Paper Input:
Paper Type
```

- 4** Press the **[▲]** or **[▼]** key to display “Bypass Tray”, and then press the **[# Enter]** key.

The following message appears on the display:

```
Paper Type:
Bypass Tray
```

- 5** Press the **[▲]** or **[▼]** key to display the target paper type, and then press the **[# Enter]** key.

```
Bypass Tray:
*Thick Paper
```

After about two seconds, the display returns to the menu.

- 6** Press the **[On Line]** key.

The following message appears on the display:

```
Custom Size
```



# 4. Troubleshooting

## Error & Status Messages on the Control Panel

This section explains what the messages that appear on the control panel mean and what to do when a particular message appears.

### ◆ Messages (in alphabetical order)

Messages	Description	Recommended Action
Add Staples	The stapler is out of staples. Job is not stapled.	Replace staples. See p.104 "Adding Staples".
Add Toner/Yellow/Magenta/Cyan/Black	The printer is out of the indicated toner(s).	Replace the toner cartridge of the indicated color(s). See p.4 "Replacing the Toner Cartridge".
Add Toner: Cyan	The printer is out of toner (C).	Replace the toner cartridge (C). See p.4 "Replacing the Toner Cartridge".
Add Toner: Magenta	The printer is out of toner (M).	Replace the toner cartridge (M). See p.4 "Replacing the Toner Cartridge".
Add Toner: Yellow	The printer is out of toner (Y).	Replace the toner cartridge (Y). See p.4 "Replacing the Toner Cartridge".
Calibrating...	The printer is calibrating the color.	Wait a while.
Call Service: EC Power Off On If Error Reoccur Call Service	A communication error sent from the engine to the controller.	A communication error sent from the engine to the controller.
Cannot check Signal in Ad hoc	An attempt to check the radio signal was made while the communication mode was set to <b>[Ad hoc]</b> in the interface settings.	To check the radio signal, select Infrastructure in the communication mode settings.
Change Setting Tray # Tray Paper Size: Paper Type:	The paper size and type setting in the tray differs from that of actual paper size and type in the tray.	Load paper of the selected size in the tray, and then change the paper size setting with the control panel. Or, press the <b>[Form Feed]</b> key, and then select the tray using the control panel. Or, press the <b>[Job Re-set]</b> key to cancel the print job.

Messages	Description	Recommended Action
Close Duplex Unit Cover	The cover for the duplex unit is open.	Close the cover for the duplex unit.
Close Finisher Front Cover	The front cover for the finisher is open.	Close the front cover for the finisher.
Close Finisher Upper Cover	The finisher upper cover is open.	Close the upper cover for the finisher.
Close Finisher Upper Cover	The paper entrance cover for the finisher is open.	Close the upper entrance cover for the finisher.
Close Front Cover	The front cover is open.	Close the front cover for the printer.
Close Lower Right Cover	The right cover for the paper feed table/Large Capacity Tray is open.	Close the right cover for the paper feed table/Large Capacity Tray.
Close Right Cover	The right cover is open.	Close the right cover.
Close Upper Left Cover	The upper left cover (the cover for the fusing unit) is open.	Close the upper left cover.
Close Upper Right Cover	The upper right cover (the cover for the toner cartridge) is open.	Close the upper right cover.
DHCP assigned Cannot change	An attempt to change the IP address, subnet mask or gateway address was made while DHCP was set to <b>[On]</b> .	Make the change after setting DHCP to <b>[Off]</b> .
Driver Setting Error (Memory)	The printer identified a download error. This error may occur when the installed memory amount is less than the driver setting.	The printer identified a download error. This error may occur when the installed memory amount is less than the driver setting.
Duplex Cancelled	The setting of Duplex Print has been canceled.	(a) To print the image correctly, add memory to the printer. (b) Be sure to use the correct paper.
Empty Punch Receptacle	The Punch Chips container is full of punch chips.	Empty the punch waste box. See p.108 "Removing Punch-hole Chips".  If the message appears the punch waste box is not full, remove the Punch-hole chips on the top of the punch waste box. See p.108 "If the message appears even after removing the Punch-hole chips".
Energy Save Mode	In Energy Save Mode level 2.	No action required.

Messages	Description	Recommended Action
Error: Enter 10 or 26 characters	An ID with an invalid number of digits was entered for the WEP key.	Enter the correct number of digits for the WEP key.
Error: Enter 5 or 13 characters	An ID with an invalid number of digits was entered for the WEP key.	Enter the correct number of digits for the WEP key.
Error: Tray # Form Feed Or Job Reset Then Power Off/On	The printer identified the failure of the indicated paper tray. The job is not printed.	Apply Form Feed from another tray or cancel the job, and then switch your printer Off, then back On. If the error continues, contact your sales or service representative.
Exceeded Max. Pages (Collate)	The printer identified a collation page overflow error.	Add extra RAM.
		Install the optional hard disk drive.
Exceeded Max. Stored Files	The maximum number of stored files has been exceeded during Sample Print of Locked Print.	Delete stored files.
Exceeded Max. Stored Pages	The maximum number of pages has been exceeded during Sample Print of Locked Print.	Reduce the number of pages to print.
Hardware Problem Ethernet	The printer identified an Ethernet error.	Turn the power off, and then on. If the message appears again, contact your sales or service representative.
Hardware Problem Finisher	There is a problem with the finisher.	Turn the power off, and then on. Remove and re-install the finisher correctly. If the message appears again, contact your sales or service representative. See p.2 "Detaching and Reattaching the Options".
Hardware Problem HDD	The printer identified a HDD Board error.	Turn the power off, and then on. Remove and re-install the HDD board correctly. If the message appears again, contact your sales or service representative. See "Printer Hard Disk", <i>Setup Guide</i> .

Messages	Description	Recommended Action
Hardware Problem IEEE1394	The printer identified an IEEE 1394 interface board error.	<p>Turn the power off, and then on.</p> <p>Remove and re-install the IEEE 1394 interface board correctly.</p> <ol style="list-style-type: none"> <li>① Check the IEEE 1394 interface board is correctly attached to the computer.</li> <li>② Check the IEEE 1394 interface cable is securely connected.</li> <li>③ Unplug the IEEE 1394 interface cable which is connected to the printer.</li> <li>④ Restart the computer. If the message appears even after executing above operation, proceed to the following steps.</li> <li>⑤ Execute the utility tool for IEEE 1394 interface board that is stored in the following path in the CD-ROM labeled "Printer Drivers and Utilities": UTILITY\1394</li> </ol> <p><b>Important</b></p> <ul style="list-style-type: none"> <li>❑ For details about using the utility tool for IEEE 1394, see the README file in the same directory in the CD-ROM. If the message appears again, contact your sales or service representative.</li> </ul> <p>See "IEEE 1394 Interface Board", <i>Setup Guide</i>.</p>
Hardware Problem Option RAM	The printer identified an optional RAM error.	<p>Turn the power off, and then on. Remove and re-install the optional RAM. If the message appears again, contact your sales or service representative.</p> <p>See "Memory Unit (SDRAM Module)", <i>Setup Guide</i>.</p>

Messages	Description	Recommended Action
Hardware Problem Parallel I/F	There is a problem with the parallel interface.	If you use the parallel I/F, replace the interface cable that caused the error. Turn the power off, and then on. If the message appears again, contact your sales or service representative.
Hardware Problem Printer font	Problems with the font file for the Printer module.	It is necessary to replace the print module.
Hardware Problem Staple Unit	There is a misfeed in the finisher or a problem with the staple unit.	Remove misfed paper. Turn the power off, and then on. If the message appears again, contact your sales or service representative.  See p.93 "When "Remove Misfeed R: Finisher " Appears" Remove Misfeed.  See p.101 "Removing Jammed Staples".
Hardware Problem Tray #	There is a problem with the paper lift motor of Tray #.	Turn the power off, and then on. If the message appears again, contact your sales or service representative.
Hardware Problem Wireless Board	An error was detected in the IEEE 802.11b interface unit or the Bluetooth interface unit.	Turn the power off, and then on. Remove and re-install the IEEE 802.11b interface unit or the Bluetooth interface unit correctly.  If the message appears again, contact your sales or service representative.  See "IEEE 802.11b Interface Unit" or "Bluetooth Interface Unit", <i>Setup Guide</i> .
Hardware Problem Wireless Card	The IEEE 802.11b interface unit or the Bluetooth interface unit could not be detected when the power was turned on. The IEEE 802.11b interface card or the Bluetooth interface card was removed after the power was turned on. An error was detected in the IEEE 802.11b interface card or the Bluetooth interface card.	Turn the power off, and then on. Remove and re-install the IEEE 802.11b interface unit or the Bluetooth interface unit correctly.  If the message appears again, contact your sales or service representative.  See "IEEE 802.11b Interface Unit" or "Bluetooth Interface Unit", <i>Setup Guide</i> .

Messages	Description	Recommended Action
HDD Full	The maximum HDD area size for form/font has been exceeded.	Delete disused form/font types.
	An HDD overflow error occurred during Sample Print or Locked Print.	Delete stored files, or reduce the size of the Sample Print file or Locked Print file.
HDD Not Installed	The user tried to print the Locked Print data without the HDD installed.	If you use the Locked Print feature, be sure you install HDD. If the error continues, contact your sales or service representative.
Hex Dump Mode	In Hex Dump Mode.	No action required.
I/O Buffer Overflow	The maximum size of the I/O buffer has been exceeded.	Increase the size of the I/O buffer through the I/F Setup.
Invalid Password Try Again	The password entered using the control panel is not correct.	Enter the correct password using the control panel.
Load Paper Tray #	The indicated tray is out of paper. #: tray number	Load paper into the indicated paper tray.
Load Paper Tray Paper Size:Paper Type:	<ul style="list-style-type: none"> <li>① The printer received a request for a paper type, or paper size not supported by printer, and Tray Locking is not applicable.</li> <li>② The paper type and size loaded in the tray which the printer searched using Tray Locking is invalid for Duplex Print.</li> </ul>	Change the setting of the indicated paper input tray, or press the <b>[Job Reset]</b> key. Form Feed is not possible here.
Loading Toner...	The printer is loading toner.	Wait a while.
Menu Protected Cannot Change	The menu is protected and the setting cannot be changed.	Wait for two seconds until the previous display appears.
No Files Exist	There are no files available for Sample Print job or Locked Print job.	Wait for two seconds until the previous display appears.
Offline	The printer is offline and cannot print data.	Press the <b>[Online]</b> key.
Please Wait	The printer is initializing the development unit.	Wait a while.
Processing...	Print data is being processed.	Wait a while.

Messages	Description	Recommended Action
Punch-hole Chips are Full	The Punch Chips container is full of punch chips.	Empty the punch waste box. See p.108 "Removing Punch-hole Chips".  If the message appears the punch waste box is not full, remove the Punch-hole chips on the top of the punch waste box.  See p.108 "If the message appears even after removing the Punch-hole chips".
Ready	The default ready message. The printer is ready to use.	No action required.
Remove Misfeed A:Internal Path See Instructions in Front Cover	There is a misfeed in the printer.	Remove the misfed paper following the instructions inside the front cover.  For details, see p.91 "When "Remove Misfeed A:Internal Path" Appears"Remove Misfeed.
Remove Misfeed B: Fusing Unit See Instructions in Front Cover	There is a misfeed in the fusing unit.	Remove the misfed paper following the instructions inside the front cover.  For details, see p.91 "When "Remove Misfeed B: Fusing Unit" Appears"Remove Misfeed.
Remove Misfeed R: Finisher Open Finisher Cover	There is a misfeed in the finisher.	Open the finisher cover and remove the misfed paper.  For details, see p.93 "When "Remove Misfeed R: Finisher" Appears"Remove Misfeed.
Remove Misfeed Y: Paper Tray See Instructions in Front Cover	There is a misfeed in the specified input tray, or the printer is not feeding paper.	Remove the misfed paper following the instructions inside the front cover.  For details, see p.97 "When "Remove Misfeed Y: Paper Tray" Appears"Remove Misfeed.
Remove Misfeed Z1: Duplex Unit See Instructions in Front Cover	There is a misfeed in the duplex unit.	Remove the misfed paper following the instructions inside the front cover.  For details, see p.97 "When "Remove Misfeed Z1:Duplex Unit" Appears"Remove MisfeedDuplex Unit.

Messages	Description	Recommended Action
Remove Misfeed Z2:Dup.Feed Unit See Instructions in Front Cover	There is a misfeed in the duplex feed unit.	Remove the misfed paper. See p.98 "When "Remove Misfeed Z2:Dup.Feed Unit" Appears"Remove Misfeed.
Remove Paper All Output Trays	All output trays are full.	Remove paper from all output trays.
Remove Paper Finisher Tray #	The indicated finisher shift tray is full. #:finisher shift tray number	Remove the paper from the indicated finisher shift tray.
Remove Paper Inside Finisher	There is still paper in the finisher.	Open the cover for the finisher and remove paper. See p.93 "When "Remove Misfeed R: Finisher " Appears"Remove Misfeed.
Remove Paper Standard Tray	The standard output tray is full.	Remove the paper from the standard output tray.
Replace Black Dev. Unit(TypeD)	It is time to replace the black development unit.	Replace the black development unit. Depending on your service contract, contact your sales or service representative. See p.15 "Replacing the Development Unit".
Replace Black PCU (Type F)	It is time to replace the black PCU.	Replace the black PCU. Depending on your service contract, contact your sales or service representative. See p.11 "Replacing the Photoconductor Unit".
Replace Color Dev. Unit(TypeB)	It is time to replace the color development unit.	Replace the color development unit. Depending on your service contract, contact your sales or service representative. See p.15 "Replacing the Development Unit".
Replace Color PCU (Type A)	It is time to replace the color PCU.	Replace the color PCU. Depending on your service contract, contact your sales or service representative. See p.11 "Replacing the Photoconductor Unit".
Replace Fuser Oil Unit (TypeG)	It is time to replace the fuser oil unit.	Replace the fuser oil unit. Depending on your service contract, contact your sales or service representative. See p.7 "Replacing the Fuser Oil Unit".



Messages	Description	Recommended Action
Replace FuserOil Unit soon(TypeG)	The fuser oil unit should be replaced soon.	Prepare to replace the fuser oil unit. Depending on your service contract, contact your sales or service representative. See p.7 "Replacing the Fuser Oil Unit".
Replace Fusing Unit (Type C)	It is time to replace the fusing unit.	Replace the fusing unit. Depending on your service contract, contact your sales or service representative. See p.19 "Replacing the Fusing Unit".
Replace Transfer Belt	It is time to replace the transfer belt.	Replace the transfer belt. Depending on your service contract, contact your sales or service representative.
Replace Waste Toner (Type E)	It is time to replace the waste toner.	Replace the waste toner bottle. Depending on your service contract, contact your sales or service representative. See p.25 "Replacing the Waste Toner Bottle".
Reset Develop. Unit Correctly Yellow/Magenta/Cyan/Black	The indicated development unit(s) is/are not set correctly, or not set.	Set the indicated development unit(s) correctly. See p.15 "Replacing the Development Unit".
Reset Duplex Unit Correctly	The duplex paper feed unit is not set correctly or not set.	Remove and re-install the duplex paper feed unit. If the error continues, contact your sales or service representative. See "Duplex Unit Type 7100", <i>Setup Guide</i> .
Reset Finisher Correctly	The finisher is not set correctly, or not set.	Turn the power off, and then on. Remove and re-install the finisher correctly. If the message appears again, contact your sales or service representative. See p.2 "Detaching and Reattaching the Options".
Reset Fuser Oil Unit Correctly	The fuser oil unit is not set correctly, or not set.	Set the fuser oil unit correctly. See p.7 "Replacing the Fuser Oil Unit".
Reset Fusing Unit Correctly	There is no fusing unit, or the fusing unit is not installed correctly.	Set the fusing unit correctly. See p.19 "Replacing the Fusing Unit".

Messages	Description	Recommended Action
Reset PCU Correctly Yellow/Magenta/Cyan/Black	The indicated photoconductor unit(s) is/are not set correctly, or not set.	Set the indicated photoconductor unit(s) correctly. See p.11 "Replacing the Photoconductor Unit".
Reset Toner Yellow/Magenta/Cyan/Black	The indicated toner cartridge is not set correctly.	Set the indicated toner cartridge(s) correctly. See "Installing the Toner Cartridge", <i>Setup Guide</i> .
Reset Tray # Correctly	The indicated paper input tray is not set correctly, or not set.	Set the indicated paper input tray correctly.
Reset Waste Oil Bottle correctly	The waste oil bottle is not set correctly, or not set.	Contact your sales or service representative.
Reset Waste Toner Correctly	The waste toner bottle is not set correctly, or not set.	Set the waste toner bottle correctly.
Resetting Job...	Job is being reset.	Wait a while.
RPCS Graphic Error	The graphic is not initialized because graphic memory was not reserved.	Replace installed memory.
RPCS Memory Overflow	Printer memory is not initialized because CDC memory was not reserved via system call.	Replace installed memory.
RPCS Syntax Error	The printer identified a syntax error. This error results from data corruption caused by transmission problems, interruption, data transmission from other drivers, etc.	Be sure to use the correct driver.
SC XXX-X Power Off On If Error Reoccur Call Service	Turn the power off and then on. If the message appears again, contact your sales or service representative.	Turn the power off, and then on. If the message appears again, contact your sales or service representative.
Setting change in process	The settings are being changed.	Wait a while.
SSID not entered	This message appears if the SSID has not been entered.	Enter the SSID.
Staple Cancelled	The Staple feature has been canceled.	Check the paper orientation and layout is properly set, and make sure required settings for the finisher are selected.
Toner is Almost Empty: Black	The printer is almost out of toner (K).	Prepare a replace the toner cartridge (K).
Toner is Almost Empty: Cyan	The printer is almost out of toner (C).	Prepare a replace the toner cartridge (C).

<b>Messages</b>	<b>Description</b>	<b>Recommended Action</b>
Toner is Almost Empty: Magenta	The printer is almost out of toner (M).	Prepare a replace the toner cartridge (M).
Toner is AlmostEmpty: Yellow	The printer is almost out of toner (Y).	Prepare a replace the toner cartridge (Y).
Update Mode Err. Power Off On	The printer has failed to start updating data.	Turn the printer OFF and then back ON to restart.
Waiting...	The printer is waiting for the next data to print.	Wait a while.
Warming Up...	The printer is warming up and not ready.	Wait until the printer signals Ready.
Waste Oil Bottle is Almost Full	The waste oil bottle is almost full.	Contact your sales or service representative.
Waste Oil Bottle is Full Call Service	The waste oil bottle is full.	Contact your sales or service representative.
Waste Toner is Almost Full (E)	The waste toner bottle is almost full.	Prepare to replace the waste toner bottle. Depending on your service contract, contact your sales or service representative. See p.114 "Consumables".



# Printer Does Not Print

4

Possible cause	Solutions
Is the power on?	<p>Check the cable is securely plugged into the power outlet and the printer.</p> <p>Turn on the power.</p> <p>If the machine does not start up when main power is switched on, check whether the earth leakage breaker has tripped. If it has, contact your sales or service representative. Do not reset the earth leakage breaker yourself.</p>
Does the <b>Online</b> indicator stay on?	Press the <b>[On Line]</b> key so the indicator lights.
Does the <b>Error</b> indicator stay red?	Check the error message on the display and take the required action.
Is paper loaded?	<p>Load paper into the paper tray or onto the bypass tray.</p> <p>See p.45 "Paper and Other Supported Media".</p>
Can you print a configuration page?	<p>If you cannot print a configuration page, a printer malfunction is likely. You should contact your sales or service representative.</p> <p>See "Printing a Configuration Page", <i>Administrator Reference</i>.</p>
Is the interface cable connecting the printer to the computer connected securely?	Connect the interface cable properly. If there are any connectors or screws, check they are fastened securely.
Are you using the correct interface cable?	<p>The type of interface cable you should use depends on the computer. Be sure to use the correct one.</p> <p>If the cable is damaged or worn, replace it.</p> <p>See "Appendix", <i>Administrator Reference</i>.</p>
Does the <b>Data In</b> indicator blink or light after the print job is started?	<p>If the <b>Data In</b> indicator does not blink or light, the printer has not received the print data.</p> <ul style="list-style-type: none"> <li>• If the printer is connected to the computer with the interface cable, make sure the printer port settings are correct.</li> <li>• If the printer is connected to the computer via the network, contact your network administrator.</li> </ul>

Possible cause	Solutions
Is the <b>Data In</b> indicator blinking or lit after starting the print job?	<p>If it is not blinking or lit, data is not being received.</p> <p>◆ <b>If the printer is connected to the computer using the interface cable</b></p> <p>Make sure the following printer port settings are correct:</p> <ul style="list-style-type: none"> <li>• For parallel port connection, port LPT1 or LPT2 should be set.</li> <li>• For IEEE 1394 (SCSI print) port connection, port 1394_00(n)<sup>*1</sup> should be set.</li> </ul> <p><sup>*1</sup> (n) is the number of printers connected.</p> <ul style="list-style-type: none"> <li>• <b>Windows 95/98/Me</b> <ol style="list-style-type: none"> <li>① Click <b>[Start]</b>, point to <b>[Settings]</b>, and then click <b>[Printers]</b>.</li> <li>② Click to select the printer icon. Next, on the <b>[File]</b> menu, click <b>[Properties]</b>.</li> <li>③ Click the <b>[Details]</b> tab.</li> <li>④ Check the <b>[Print to the following port]</b> box to confirm that the correct port is selected.</li> </ol> </li> <li>• <b>Windows 2000</b> <ol style="list-style-type: none"> <li>① Click <b>[Start]</b>, point to <b>[Settings]</b>, and then click <b>[Printers]</b>.</li> <li>② Click to select the icon of the printer. Next, on the <b>[File]</b> menu, click <b>[Properties]</b>.</li> <li>③ Click the <b>[Port]</b> tab.</li> <li>④ Check the <b>[Print to the following port]</b> box to confirm the correct port is selected.</li> </ol> </li> <li>• <b>Windows XP Professional, Windows Server 2003</b> <ol style="list-style-type: none"> <li>① Access the <b>[Printers and Faxes]</b> window from <b>[Start]</b> on the taskbar.</li> <li>② Click to select the icon of the printer. Next, on the <b>[File]</b> menu, click <b>[Properties]</b>.</li> <li>③ Click the <b>[Port]</b> tab.</li> <li>④ Check the <b>[Print to the following port(s)]</b> box to confirm that the correct port is selected.</li> </ol> </li> <li>• <b>Windows XP Home Edition</b> <ol style="list-style-type: none"> <li>① Access the <b>[Control Panel]</b> window from <b>[Start]</b> on the taskbar.</li> <li>② Click <b>[Printers and Other Hardware]</b>.</li> <li>③ Click <b>[Printers and Faxes]</b>.</li> <li>④ Click to select the icon of the printer. Next, on the <b>[File]</b> menu, click <b>[Properties]</b>.</li> <li>⑤ Click the <b>[Port]</b> tab.</li> <li>⑥ Check the <b>[Print to the following port(s)]</b> box to confirm that the correct port is selected.</li> </ol> </li> </ul>

Possible cause	Solutions
<p>Is the <b>Data In</b> indicator blinking or lit after starting the print job?</p>	<ul style="list-style-type: none"> <li>• <b>Windows NT 4.0</b> <ol style="list-style-type: none"> <li>① Click <b>[Start]</b>, point to <b>[Settings]</b>, and then click <b>[Printers]</b>.</li> <li>② Click to select the icon of the printer. Next, on the <b>[File]</b> menu, click <b>[Properties]</b>.</li> <li>③ Click the <b>[Port]</b> tab.</li> <li>④ Check the <b>[Print to the following port]</b> box to confirm the correct port is selected.</li> </ol> </li> <li>◆ <b>Network Connection</b> Contact your network administrator.</li> </ul>
<p>When you use IEEE 1394 interface board.</p>	<ol style="list-style-type: none"> <li>① Check the IEEE 1394 interface board is attached to the computer correctly.</li> <li>② Check the IEEE 1394 interface cable is connected securely.</li> <li>③ Restart the computer. If the error occurs even after executing the above, proceed to the following steps.</li> <li>④ Unplug the IEEE 1394 interface cable connected to the printer.</li> <li>⑤ Execute the utility tool for IEEE 1394 interface board is stored in the following path on the CD-ROM labeled "Printer Drivers and Utilities". <b>UTILITY\1394</b></li> </ol> <p>◆ <b>Important</b></p> <p><input type="checkbox"/> For details about using the utility tool for IEEE 1394, see the README file in the same directory on the CD-ROM.</p>
<p>How is the signal strength when using the wireless LAN?</p>	<ul style="list-style-type: none"> <li>◆ <b>Ad Hoc Mode or 802.11 Ad Hoc Mode</b> Either move to a location where the signal is good or remove obstructions.</li> <li>◆ <b>Infrastructure Mode</b> Check the signal status from the "Maintenance" menu on the control panel. If the signal is poor, either move to a location where it is good or remove obstructions.</li> </ul>
<p>How is the signal strength when using Bluetooth?</p>	<p>Try the following:</p> <ul style="list-style-type: none"> <li>• Check that the Bluetooth interface unit is installed properly.</li> <li>• Check that there are no obstructions between the computer, printer, and other devices.</li> <li>• Change the location of the computer.</li> <li>• Change the location of the printer.</li> </ul>

Possible cause	Solutions
When you use the Bluetooth interface unit.	<p>◆ <b>SPP</b></p> <ol style="list-style-type: none"> <li>① Make sure the machine you want to use appears in the 3Com Bluetooth Connection Manager.</li> <li>② Make sure “Bluetooth Serial Client (COMx)” appears under Client Ports in the 3Com Bluetooth Connection Manager.</li> <li>③ Restart the computer, this printer, and the other devices.</li> <li>④ Make sure no IEEE 802.11b (wireless LAN) or other Bluetooth devices are in use.</li> </ol> <p> <b>Note</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Interference may occur with the IEEE 802.11b interface unit. Such interference may affect the transmission speed and other functions.</li> </ul> <ol style="list-style-type: none"> <li>⑤ Transmissions between computers, other devices, and this printer can be blocked by obstructions. Move this printer, computers, and other devices, if necessary.</li> </ol> <p>◆ <b>HCRP, BIP</b></p> <ol style="list-style-type: none"> <li>① Restart the computer, this printer, and other devices.</li> <li>② Make sure no IEEE 802.11b (wireless LAN) or other Bluetooth devices are in use.</li> </ol> <p> <b>Note</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Interference may occur with the IEEE 802.11b interface unit. Such interference may affect the transmission speed and other functions.</li> </ul> <ol style="list-style-type: none"> <li>③ Transmissions between computers, other devices, and this printer can be blocked by obstructions. Move this printer, computers, other devices, if necessary.</li> </ol>

If printing still does not start, contact your sales of service representative. Consult with the store where the printer was purchased for information about the location of sales of service representatives.

# Other Printing Problems


4

Problem	Possible causes and solutions
Black areas and lines are printed with an unnatural hue.	<ul style="list-style-type: none"> <li>• PCL 5c/PostScript 3 Select <b>[CMY + K]</b> for Gray Reproduction in the printer driver's <b>[Advanced]</b> dialog box under the <b>[Print Quality]</b> tab.</li> <li>• RPCS Select <b>[CMY + K]</b> for Gray Reproduction under the <b>[Image Adjustments]</b> tab in the printer driver's <b>[Change User Settings]</b> dialog box.</li> </ul>
Color documents are printed in black and white.	<p>The printer driver is not set up for color printing.</p> <ul style="list-style-type: none"> <li>• PCL 5c/PostScript 3 Select <b>[Color]</b> for the Color/Black and White under the printer driver's <b>[Setup]</b> tab.</li> <li>• RPCS Select <b>[Color]</b> for the Color/Black and White under the printer driver's <b>[Print Settings]</b> tab.</li> </ul> <p>For details, see the printer driver Help.</p> <p>Some applications normally print color text as black and white.</p>
Fine dot pattern does not print.	<ul style="list-style-type: none"> <li>• PCL 5c/PostScript 3 Change the <b>[Dithering:]</b> setting in the <b>[Advanced]</b> dialog box under the printer driver's <b>[Print Quality]</b> tab.</li> <li>• RPCS Change the <b>[Dithering:]</b> setting under the <b>[Image Adjustments]</b> tab in the <b>[Change User Settings]</b> dialog box under the <b>[Print Quality]</b> tab in the printer properties dialog box.</li> </ul> <p>For details, see the printer driver Help.</p>
Images are cut off, or excess pages are printed.	<p>You might be printing on paper that is smaller than the size selected in the application. Use paper the same size as that selected in the application. If you cannot load paper of the correct size, use the reduction function to reduce the image, and then print.</p> <p>See the printer driver Help.</p>
Printing is smudgy.	<p>If “Replace Color PCU (Type A)” or “Replace Black PCU (Type F)” appears on the display, replace the photoconductor unit.</p> <p>See p.11 “Replacing the Photoconductor Unit”.</p> <p>If the paper is creased or curled, prints may smudge. Postcards are especially prone to curling while being printed on, so make sure they are perfectly straight before loading them. Straighten them if necessary.</p> <p>Try reducing the print density. To adjust the print density, press the <b>[Menu]</b> key on the control panel and select <b>[Image Density]</b> from the Maintenance menu.</p> <p>See p.42 “Adjusting Image Density”.</p>






Problem	Possible causes and solutions
Prints have smudges on the back.	<p>Automatic selection of paper size and feed direction may have been canceled, a specific paper size selected, and then paper with a different size and feed direction loaded. Enable automatic selection on the control panel. Alternatively, load paper with the same size and feed direction as the settings on the control panel.</p> <p>See p.60 "If you load a paper size that is not selected automatically".</p>
	<p>The paper size and feed direction settings on the control panel may not match the size and feed direction of the paper in the bypass tray. Make the settings that match the size and feed direction of the paper in the bypass tray.</p> <p>See p.62 "Loading Paper in the Bypass Tray".</p>
	<p>If the print area exceeds the paper size - for instance, when producing A4 prints on B5 paper — subsequent prints may have smudges on the back.</p>
Printing is entirely patchy.	<p>If "Add Toner XXX" (where "XXX" is a color) appears on the display, replace the appropriate color toner cartridge.</p> <p>See p.4 "Replacing the Toner Cartridge".</p>
	<p>Try reducing the print density.</p> <ul style="list-style-type: none"> <li>• To adjust the print density, press the <b>[Menu]</b> key on the control panel, and then select <b>[Image Density]</b> from the Maintenance menu.</li> <li>• See p.42 "Adjusting Image Density".</li> <li>• If <b>[Toner saving]</b> is selected on the RPCS™ printer driver's <b>[Print Quality]</b> tab, printing becomes faint.</li> </ul> <p>For details, see the printer driver Help.</p>
Printing is partly patchy.	<p>Try reducing the print density. To adjust the print density, press the <b>[Menu]</b> key on the control panel, and then select <b>[Image Density]</b> from the Maintenance menu.</p> <p>See p.42 "Adjusting Image Density".</p>
	<p>If "Add Toner XXX" (where "XXX" is a color) appears on the display, replace the appropriate color toner cartridge.</p> <p>See p.4 "Replacing the Toner Cartridge".</p>
	<p>Make sure the toner cartridges and photoconductor unit are installed correctly.</p> <p>See p.4 "Replacing the Toner Cartridge".</p> <p>See p.11 "Replacing the Photoconductor Unit".</p>
	<p>Non-recommended paper is loaded. Use paper recommended by the supplier.</p>
	<p>Make sure the machine is level.</p>
Prints have white lines on them.	<p>Clean the dustproof glass.</p> <p>See p.29 "Cleaning the DustProof Glass".</p>
Prints have black lines on them.	<p>Clean the dustproof glass.</p> <p>See p.29 "Cleaning the DustProof Glass".</p>

Problem	Possible causes and solutions
Text and graphics are blurred.	Select <b>[Text Priority]</b> under <b>[4C.Graphic Mode]</b> , and then print. To set 4C.Graphic Mode, select <b>[4C.Graphic Mode]</b> from the Maintenance menu.
	Reduce the resolution, and then print. In the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, change the <b>[Resolution:]</b> setting on the <b>[Image Adjustments]</b> tab.
	Try reducing the print density. It is recommended to reduce the image density of black, cyan, magenta, and yellow equally, as this will preserve the color balance. See p.42 "Adjusting Image Density".
Printing is skewed.	Make sure the side guides inside the paper tray are locked. See p.58 "Loading Paper in Tray 2 and the Optional Paper Feed Unit Type 7100".
	Make sure the lower left cover of the printer is properly closed.
The print orientation is wrong.	The paper orientation you selected may conflict with that selected in the printer driver option setup. Make the settings correctly.
Printing is not done in the specified color.	If printing is not done in the specified color, restart the printer by turning it off and back on, and then try printing again.
The color changes considerably when you adjust it with the RPCS™ printer driver.	When you adjust the color on the <b>[Balance Adjustments]</b> tab of the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, do not change the values too much. Note that the printed colors will not be exactly the same as those in the sample image. For details, see the printer driver Help.
Photographs are grainy.	Some applications require the resolution to be reduced when printing. On the <b>[Print Quality]</b> tab, set <b>[Print priority]</b> to <b>[Quality]</b> . For details, see the printer driver Help.
Fine dot patterns do not come out.	In the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, change the <b>[Dithering:]</b> setting on the <b>[Image Adjustments]</b> tab. For details, see the printer driver Help.
Black areas and lines are not pure black	In the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, set <b>[Gray reproduction (Text/Line Art):]</b> on the <b>[Image Adjustments]</b> tab to <b>[K (Black)]</b> . For details, see the printer driver Help.
The black areas in the gradation are not pure black.	In the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, set <b>[Gray reproduction (Text/Line Art):]</b> on the <b>[Image Adjustments]</b> tab to <b>[CMY + K]</b> . For details, see the printer driver Help.
Solid lines are printed as broken lines.	In the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, change the <b>[Dithering:]</b> setting on the <b>[Image Adjustments]</b> tab. For details, see the printer driver Help.

Problem	Possible causes and solutions
Two or more sheets are fed together.	<p>In the RPCS™ printer driver <b>[Change User Settings]</b> dialog box, change the <b>[Dithering:]</b> setting on the <b>[Image Adjustments]</b> tab.</p> <p>For details, see the printer driver Help.</p>
It takes too much time to complete the print job.	<p>Fan the sheets well before loading them.</p> <p>See p.57 “Loading Paper”.</p> <p>Photographs and other data-rich pages take a long time for the printer to process, so simply wait when printing such data.</p> <p>Changing the following settings may help speed up printing.</p> <ul style="list-style-type: none"> <li>• PCL 5c Select <b>[600 dpi]</b> as the Resolution under the <b>[Print Quality]</b> tab in the printer properties dialog box.</li> <li>• PostScript 3 Select <b>[1200 dpi]</b> or <b>[600 dpi]</b> as the Resolution under the <b>[Print Quality]</b> tab in the printer properties dialog box. Select <b>[Fast]</b> as the Gradation under the <b>[Print Quality]</b> tab in the printer properties dialog box. Select <b>[PostScript (optimize for speed)]</b> as the PostScript 3 output format under the <b>[PostScript]</b> tab in the printer properties dialog box.</li> <li>• RPCS Select <b>[1200 x 600 dpi]</b> or <b>[600 x 600 dpi]</b> as the Resolution under the <b>[Image Adjustments]</b> tab in the <b>[Change User Settings]</b> dialog box in the printer dialog box. Select <b>[Speed]</b> Print priority under the <b>[Print Quality]</b> tab in the printer properties dialog box.</li> </ul> <p>For details, see the printer driver Help.</p> <p>The data is so large or complex that it takes time to process. If the <b>Data In</b> indicator is blinking, data processing is in progress. Just wait until it resumes.</p> <p>If the “Warming Up...” message appears on the display, the printer is warming up. Wait a while.</p> <p> <b>Note</b></p> <p><input type="checkbox"/> To maintain optimum quality, color adjustment is regularly executed during or after printing. Even if printing is not specified, color adjustment is sometimes executed automatically while the power is on.</p>
It takes too much time to resume printing.	<p>The data is so large or complex that it takes time to process. If the <b>Data In</b> indicator is blinking, data processing is in progress. Just wait until it resumes.</p> <p>The printer might be in Energy Saver mode. In this mode, the printer has to warm up before printing can start, and this takes time. To change how long it takes before the printer goes into Energy Saver mode or to disable Energy Saver mode, configure Energy Saver 1 or Energy Saver 2 in the System menu.</p>

Problem	Possible causes and solutions
<p>Output are not delivered to the selected tray you require.</p>	<p>When using the bypass tray, the size selected on the display might be different from actual paper size. Select the correct paper size. See p.45 "Paper and Other Supported Media".</p>
	<p>If you are using a Windows operating system, printer driver settings override those set using the control panel. Set the desired output tray using the printer driver. See the printer driver Help.</p>
<p>Paper misfeeds occur frequently.</p>	<p>Check the side guide of the paper tray is locked. See p.45 "Paper and Other Supported Media". Paper size and feed direction of paper in the bypass tray might not be the same as those selected using the control panel. Check the settings on the control panel, and load paper of the correct size and feed direction. See p.45 "Paper and Other Supported Media".</p>
	<p>Check the paper guide of the paper tray is attached properly.</p>
<p>Solid areas, lines, or text are shiny or glossy when printed as a mixture of cyan, magenta, yellow.</p>	<ul style="list-style-type: none"> <li>• PCL 5c/PostScript 3 Select <b>[K (Black)]</b> for Gray Reproduction in the printer driver's <b>[Advanced]</b> dialog box under the <b>[Print Quality]</b> tab.</li> <li>• RPCS Select <b>[K (Black)]</b> for Gray Reproduction under the <b>[Image Adjustments]</b> tab in the printer driver's <b>[Change User Settings]</b> dialog box.</li> </ul>
<p>Solid lines are printed as broken lines.</p>	<ul style="list-style-type: none"> <li>• PCL 5c/PostScript 3 Change the <b>[Dithering:]</b> setting in the <b>[Advanced]</b> dialog box under the printer driver's <b>[Print Quality]</b> tab.</li> <li>• RPCS Change the <b>[Dithering:]</b> setting under the <b>[Image Adjustments]</b> tab in the <b>[Change User Settings]</b> dialog box, under the <b>[Print Quality]</b> tab in the printer properties dialog box. For details, see the printer driver Help.</li> </ul>
<p>Some parts of the print image are not clear.</p>	<p>Make the image density darker. To adjust image density, press the <b>[Menu]</b> key on the control panel, and then select Image Density from the Maintenance menu.</p>
<p>The color gradation has changed.</p>	<p>Color gradation during color printing changes slightly, depending on a number of factors. If you print the same file repeatedly or toner was recently replaced, changes may occur in color tones. When this happens, to obtain suitable print results, color gradation can be corrected. See p.36 "Correcting the Color Gradation".</p>
<p>The color of the printout is different from the color on the computer display.</p>	<p>Toner based color settings under the printer driver produce unexpected printout colors.</p>
	<p>Changing color settings using the printer driver produces unexpected printout colors. See the printer driver Help.</p>

Problem	Possible causes and solutions
The image is printed in the wrong orientation.	The feed direction you selected and the feed direction selected in Option Setup of the RPCS™ printer driver may be conflicting. Make the proper settings.
Color registration shifts when printing in color on thick paper.	Press the <b>[Menu]</b> key, and then select Color Regist. from the Maintenance menu. See p.27 "Cleaning and Adjusting the Printer".
The control panel error message stays on after removing the mis-fed paper.	Open the front cover of the printer, and then close it.
The print image is not clear.	Due to sudden temperature change, condensation might appear inside the printer, reducing print quality. If you move the printer from a cold room to a warmer room, do not use until it acclimatizes to the temperature.
The print side of pages is hazy gray.	Adjust image density. To adjust image density, press the <b>[Menu]</b> key, and select Image Density from the Maintenance menu. See p.27 "Cleaning and Adjusting the Printer".
	If paper is curled, correct it. Curled or folded paper might result in hazy gray print. Curling often occurs with postcards, so be sure to correct it before printing.
Printed images are different to computer screen images.	When you use certain functions, such as enlargement and reduction, image layout might be different from that displayed on the computer screen.
	You might have selected to replace True Type fonts with printer fonts in the printing process. To print an image like that image on the computer screen, make settings to print out True Type fonts as an image. See the printer driver Help.
The printer does not print at 1200 dpi, even if 1200 dpi resolution is selected.	Printing at 1200 dpi is memory intensive. Therefore, depending on memory capacity, you may not be able to print at 1200 dpi. Either add memory to the printer, or reduce the size of data. See "Memory Capacity and Paper Size", <i>Administrator Reference</i> .
There are color differences in color documents.	Press the <b>[Menu]</b> key, and then select Color Regist. from the Maintenance menu. See p.27 "Cleaning and Adjusting the Printer".




Problem	Possible causes and solutions
<p>PDF Direct Print is not executed (PDF file is not printed).</p>	<p>You must install an optional hard disk drive or set the value in <b>[RAM Disk]</b> on the System Menu to 2 MB or more.</p> <p> <b>Reference</b>                      For details about optional hard disk drive installation, see “Attaching the Hard Disk Drive”, <i>Setup Guide</i>.                      For details about <b>[RAM Disk]</b>, see the “System Menu”, <i>Administrator Reference</i>.</p>
	<p>After adding a memory unit and setting the value in <b>[RAM Disk]</b> on the System Menu to 16 MB, the value in <b>[RAM Disk]</b> returns to 0 MB if the memory unit is removed. If this happens, reset the value in <b>[RAM Disk]</b> to 2 MB or more.</p> <p> <b>Reference</b>                      For details about <b>[RAM Disk]</b>, see “System Menu”, <i>Administrator Reference</i>.</p>
	<p>When printing a PDF with a password set, set the password of the PDF file using the <b>[PDF: Change PW]</b> menu in <b>[PDF Menu]</b> or Web Image Monitor.</p> <p> <b>Reference</b>                      For details about <b>[PDF: Change PW]</b>, see “PDF Menu”, <i>Administrator Reference</i>.                      For details about Web Image Monitor, see Help.</p>
	<p>PDF files not allowed to be printed by the PDF file security setting cannot be printed.</p>
<p>As a result of printing using PDF Direct Print, characters are missing or misshapen.</p>	<p>Before printing, embed the font in the PDF file to be printed.</p>
<p>The paper size appears on the control panel and printing is not performed with PDF Direct Print.</p>	<p>When using PDF Direct Print, printing will be performed only when paper of the size set within the PDF file is loaded. When a message indicating a paper size appears, either load paper of the indicated size in the paper tray or perform Form Feed.</p> <p>Also, if <b>[Sub Paper Size]</b> on the System Menu is set to <b>[Auto]</b>, printing is performed assuming letter size and A4 size to be the same size. For example, when a PDF file set to A4 size paper is printed using PDF Direct Print and letter size paper is loaded in the paper tray, the file will be printed. This also applies to the reverse case.</p>



 **Note**

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

# Additional Troubleshooting

Troubleshooting concerning the operation of this machine.

Problems	Solutions
Strange noise is heard.	If a supply was recently replaced or an option attached in the area the strange noise is coming from, check the supply or option is properly attached. If the strange noise persists, contact your sales or service representative.
No e-mail is received when an Alert occurs and after resolving an Alert.	Confirm <b>[Notify by Email]</b> is set to <b>[On]</b> using the System Menu on the control panel. See "System Menu", <i>Administrator Reference</i> .
	<p>Access the printer through Web Image Monitor, logging on as an Administrator, and then confirm the following settings in <b>[Notification]</b>:</p> <ul style="list-style-type: none"> <li>• Device E-mail Address</li> <li>• Groups to Notify</li> <li>• Select Groups/Items to Notify</li> </ul> <p> <b>Reference</b> For details about the settings, see Web Image Monitor Help.</p>
	<p>Access the printer through Web Image Monitor, logging on as an Administrator, and then confirm the settings of the SMTP server in <b>[E-mail]</b>.</p> <p> <b>Reference</b> For details about the settings, see Web Image Monitor Help.</p>
	<p>When the power is turned off before the e-mail is transmitted, the e-mail will not be received.</p> <p>Check the e-mail address set for the destination. Confirm the printer's operation history using the Web Image Monitor's System Log menu in <b>[Network]</b>. If the e-mail was sent but not received, it is possible the destination was incorrect. Also check the information concerning error e-mail from the mail server.</p>
The setting for <b>[Notify by Email]</b> on the System Menu was changed from <b>[Off]</b> to <b>[On]</b> , but e-mail is not arriving.	After changing the setting, turn the printer's power off and then back on again.
Error notification e-mail was received, but no error-solved e-mail is received.	<p>Check that e-mail is set to be sent using Web Image Monitor's <b>[Notification]</b> when an error is fixed. You must click the <b>[Edit]</b> button of <b>[Detailed Settings of Each Item]</b> in <b>[Notification]</b>, and set <b>[Notify when error:]</b> to <b>[Occurs &amp; Fixed]</b> on the displayed page.</p> <p> <b>Reference</b> For details about the settings, see Web Image Monitor Help.</p>

Problems	Solutions
Alert Resolving is set for sending e-mail, but no error-solved e-mail is sent.	If the power of the printer is turned off after an Alert occurs and the Alert is resolved during the time the power is off, no error-solved e-mail is sent.
Alert Occurrence and Alert Resolving are set for sending e-mail, but while no error notification e-mail is received, error-solved e-mail is received.	Error-notification e-mail is not sent if the problem is resolved before sending. However, an error solved e-mail is sent.
The error-notification timing was changed, but no error notification e-mail was received for that timing.	If an error-notification e-mail is sent before the error-notification timing is changed, another error-notification e-mail for that error will not be sent for the new timing.
When no date information is included in sent e-mail, the mail server has a malfunction.	Make the setting for obtaining time information from the SNTP server. For details about the settings, see Web Image Monitor Help.
Printing using Bluetooth is slow.	<p>When using the Bluetooth interface unit, do the following:</p> <ul style="list-style-type: none"> <li>• Transmit fewer print jobs.</li> <li>• Make sure no IEEE 802.11b (wireless LAN) or other Bluetooth devices are in use.</li> </ul> <p> <b>Note</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Interference may occur with the IEEE 802.11b interface unit. Such interference may affect the transmission speed and other functions.</li> <li>• Transmissions between the computer and the printer can be blocked by obstructions. Move the printer or computer if necessary.</li> </ul> <p> <b>Note</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> When you use a Bluetooth connection, print jobs are transmitted relatively slowly.</li> </ul>
Although the duplex unit is installed, the paper is printed on one side only.	Restart the printer by turning it off and back on. If the problem persists, contact your sales or service representative.

If the machine is still not operating satisfactorily, contact your sales or service representative. Consult with the store where the printer was purchased for information about the location of sales or service representatives.



# Removing Misfed Paper

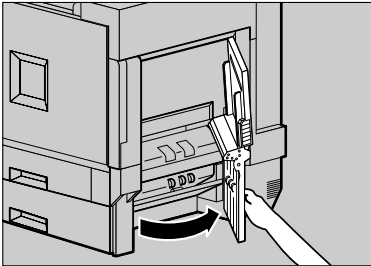
If a paper misfeed occurs, an error message appears indicating the location of the misfed paper on the display.

## ❖ Misfeed Recovery

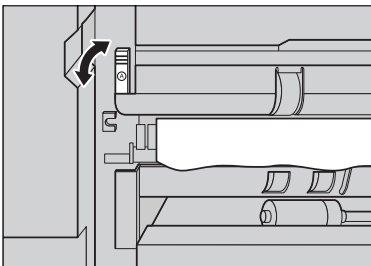
This printer has a misfeed recovery function that sends misfed paper to the standard tray or right cover. Usually, you can remove the misfed paper from one or other of these trays.

### When “Remove Misfeed A: Internal Path” Appears

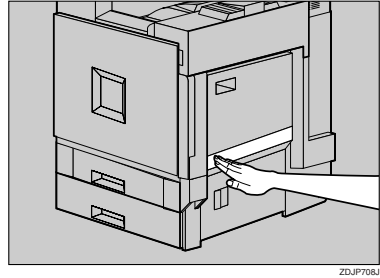
- 1 Open the bottom-right cover by pulling its lever.



- 2 Move the blue lever up and down to feed the misfed paper, and then slowly pull out the paper.



- 3 Close the right cover by pushing the area labeled “PUSH”.



4

### When “Remove Misfeed B: Fusing Unit” Appears

#### ⚠ CAUTION:

- The inside of the machine becomes very hot. Do not touch parts labelled “hot surface”. Touching a “hot surface” could result in a burn.

- 1 If the 2 tray finisher or the booklet finisher is installed, detach it from the printer.

#### 🔍 Reference

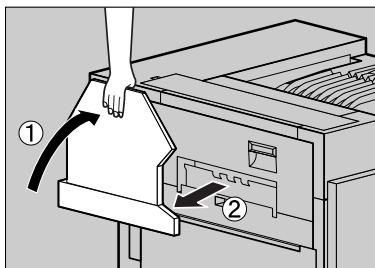
See p.2 “Detaching the SR770 (2 Tray Finisher)” or p.2 “Detaching the SR910(Booklet Finisher)”.

- 2 If the duplex unit is installed, open the duplex reversal unit.

#### 🔍 Reference

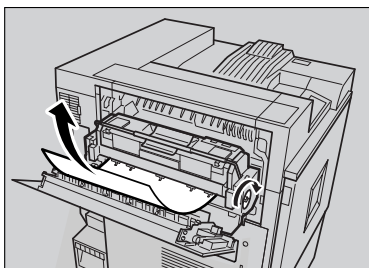
p.3 “Opening and Closing the Duplex Reversal Unit”

- 3** If the output tray is attached to the printer, raise it in the direction of the arrow (①), and then remove it (②).



ZD-JP08J

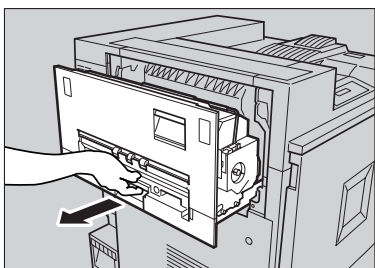
- 6** Turn the blue dial in the direction of the arrow to push out the misfed paper, and slowly pull out the paper.



ZHXH670J

4

- 4** Slowly pull out the upper left cover for the printer.

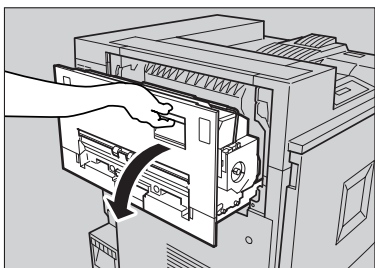


ZHXH010J

**Important**

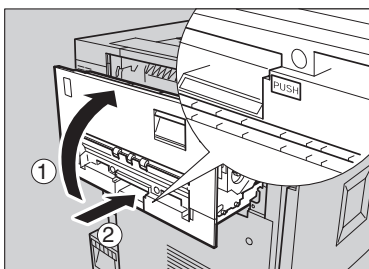
- Always turn the blue dial in the direction of the arrow. If you turn it in the reverse direction, paper feeds into the printer, making it difficult for you to take out.
- Do not pull out misfed paper. Use the blue dial to push it.

- 5** Open the upper left cover.



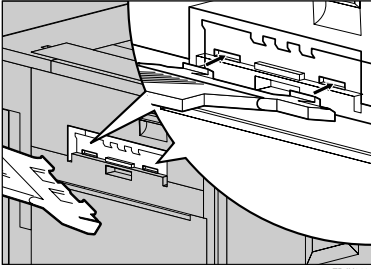
ZHXH020J

- 7** Close the upper left cover (①) and push the part labeled "PUSH" next to the handle at the bottom rear, the back until it clicks (②).



ZHXH082J

- 8** If you removed the output tray in step **3**, reattach it to. Insert the hooks of the output tray into the printer slits, and then lower it toward you.



ZD/JH10J

- 9** If the duplex unit is installed, close the duplex reversal unit.

**Reference**

p.3 "Opening and Closing the Duplex Reversal Unit"

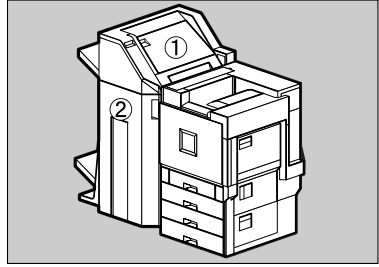
- 10** If the 2 tray finisher or the booklet finisher is installed, reattach it to the printer.

**Reference**

See p.2 "Detaching the SR770 (2 Tray Finisher)" or p.2 "Detaching the SR910(Booklet Finisher)".

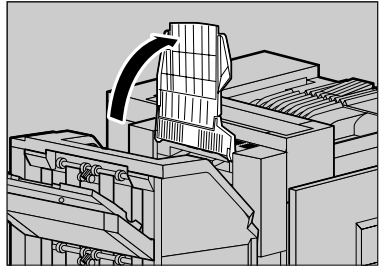
## When "Remove Misfed R: Finisher" Appears

Open the top cover (1) and front cover (2) of the 2 tray finisher, and then remove the misfed paper.



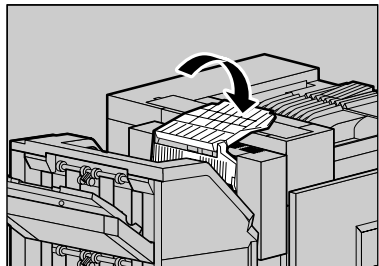
ZD/JP205J

- 1** Fold the output tray.  
**1** Raise it vertically.



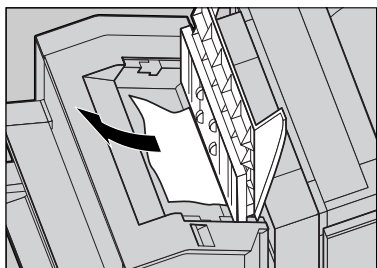
ZHXH680J

- 2** Fold it over the printer top.



ZHXH690J

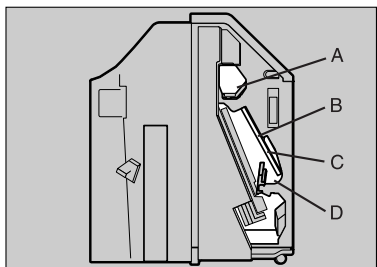
- 2** Open the top cover for the 2 tray finisher, and then slowly pull out the misfed paper.



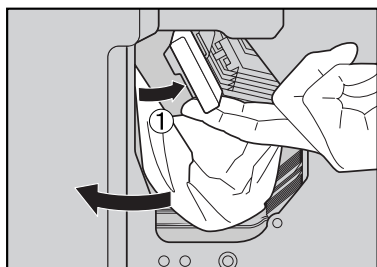
- 3** Close the top cover slowly.

- 4** Open the front cover for the 2 tray finisher.

Check to see if there is misfed paper in areas A, B, C, and D.

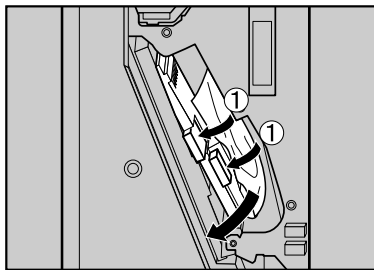


- 5** Check area A of step 4. Lift the lever (1), and then while holding it up with your hand, slowly pull out the misfed paper.



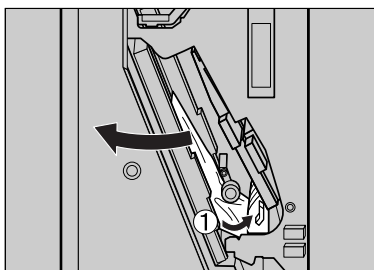
- 6** Slowly lower the lever to put it back into place.

- 7** Check areas B and C of step 4. Lower the lever in the direction of the arrows (1), and then slowly pull out the misfed paper.



- 8** Slowly lift the lever to put it back into place.

- 9** Check area D of step 4. Lift the lever in the direction of the arrow (1), and then slowly pull out the misfed paper.



- 10** Slowly lower the lever to put it back into place.

- 11** Close the front cover of the 2 tray finisher.

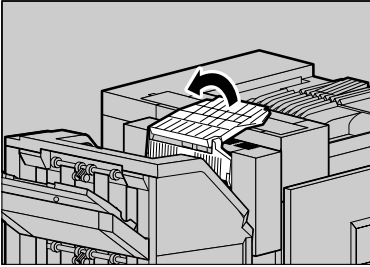
If the error message does not disappear even after misfed paper is removed, detach the 2 tray finisher from the printer to check for misfed paper there.

**Reference**

p.2 “Detaching the SR770 (2 Tray Finisher)” for details about how to detach/reattach the 2 tray finisher from/to the printer

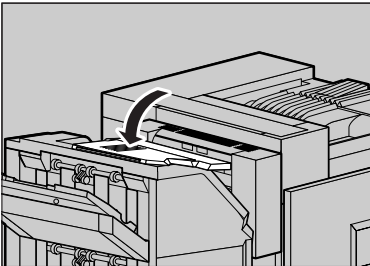
**12** Put the output tray back into place.

**1** Raise the tray.



ZHXH360J

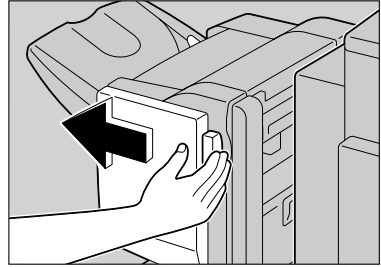
**2** Lower it slowly.



ZHXH370J

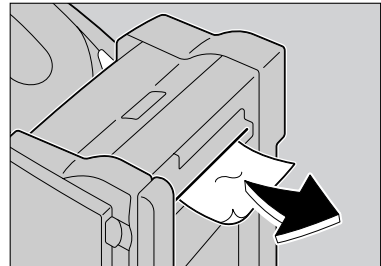
**When “Remove Misfeed R1” Appears**

**1** Hold the release lever, and then remove the booklet finisher.



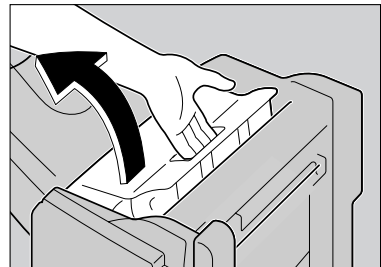
ACE030S

**2** Remove the misfed paper.



ACE031S

**3** Open the upper cover.



ACE032S

- 4** Remove the misfed paper.



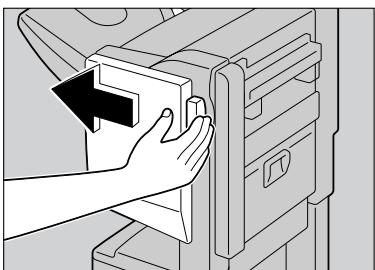
ACE0335

- 5** Close the upper cover.

- 6** Attach the booklet finisher.

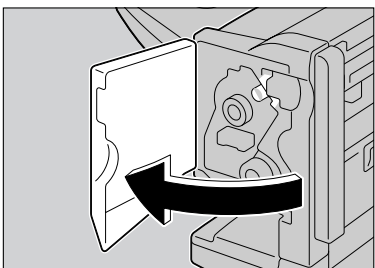
### When “Remove Misfeed R2-4” Appears

- 1** Hold the release lever, and then remove the booklet finisher.



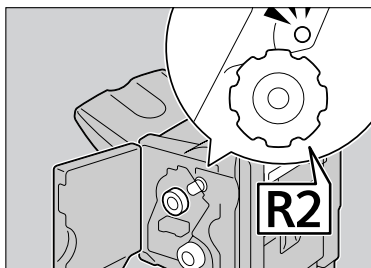
ACE0345

- 2** Open the front cover.



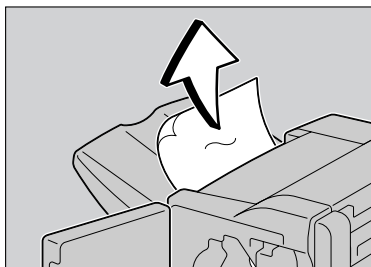
ACE0355

- 3** Make sure the blue marker is visible. If not, turn knob R2 until it is visible.



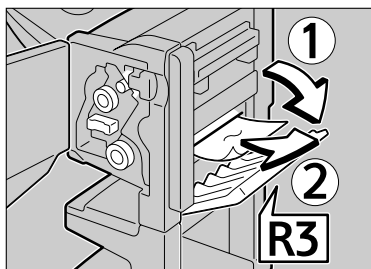
ACE0365

- 4** Remove the misfed paper.



ACE0375

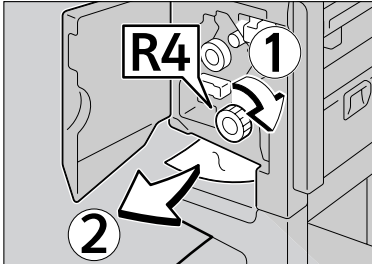
- 5** Hold lever R3, and then open the cover.



ACE0385

- 6** Remove the misfed paper.

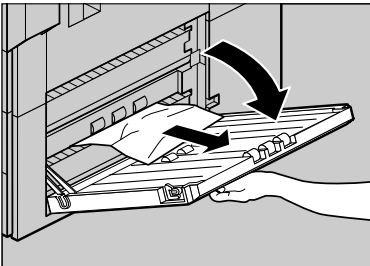
- Turn knob R4, and then remove the misfed paper.



ACE038S

### When “Remove Misfeed Y: Paper Tray” Appears

- Open the lower right cover of the paper feed unit, and then pull out the misfed paper.



ZDJY209J

- Close the lower right cover of the paper feed unit.

### When “Remove Misfeed Z1: Duplex Unit” Appears

**CAUTION:**

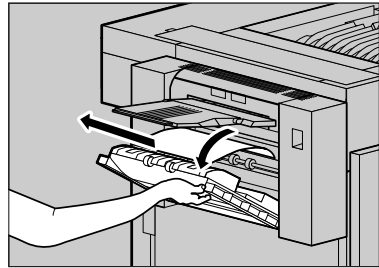
- The inside of the machine becomes very hot. Do not touch parts labelled “hot surface”. Touching a “hot surface” could result in a burn.

- If the 2 tray finisher or the booklet finisher is installed, detach it from the printer.

**Reference**

See p.2 “Detaching the SR770 (2 Tray Finisher)” or p.2 “Detaching the SR910(Booklet Finisher)”.

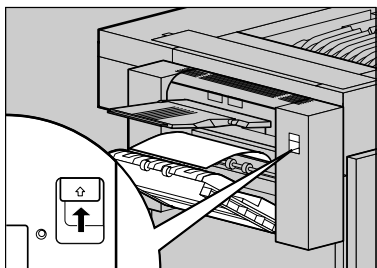
- Open the left cover of the duplex reversal unit, and then remove the misfed paper. Do not pull the paper out forcefully.



ZHXH700J

If you cannot remove the paper, proceed to step 3.

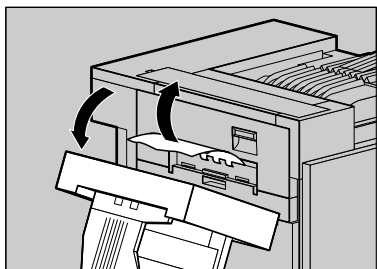
- 3 Push up the lock release button of the duplex reversal unit, and then hold it in place.



ZHXH710J

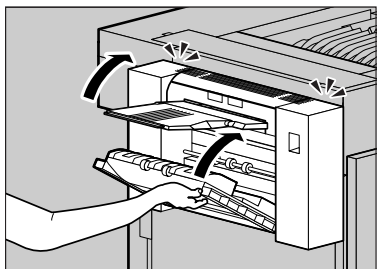
4

- 4 Slowly lower the duplex reversal unit until it stops, and remove the misfed paper.



ZDJY212J

- 5 Slowly raise the duplex reversal unit and insert until it clicks into place. Raise the left cover, and then close it securely by pushing the area labeled "PUSH".



ZHXH720J

## When "Remove Misfeed Z2:Dup.Feed Unit" Appears

You can remove misfed paper from the duplex feed unit by following the procedure below.

### Note

- When a paper misfeed occurs in the duplex feed unit, the printer usually sends the misfed paper to the right cover, so there is no need to execute this procedure. See p.91 "When "Remove Misfeed A:Internal Path" Appears"Remove Misfeed.

### Important

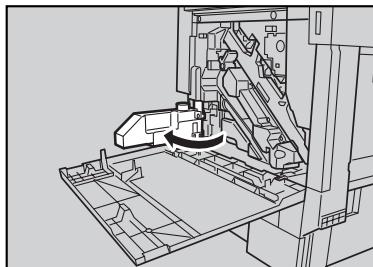
- Be sure to remove misfed paper by following the procedure below when the "Remove Misfeed Z2:Dup.Feed Unit" message appears on the display.

- 1 Turn off the power, and then unplug the power cable.
- 2 Slowly open the front cover of the printer, remove the green screwdriver.

### Reference

p.1 "Using the Screwdriver"

- 3 Carefully pivot the waste oil bottle outward, in the direction of the arrow.



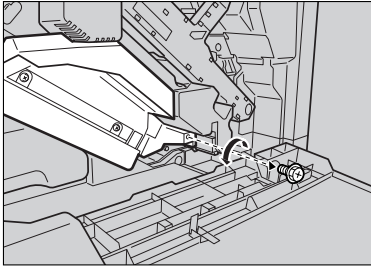
ZHXH150J



**⚠ CAUTION:**

- Keep the waste oil bottle away from flames. There is a risk of fire or burns.

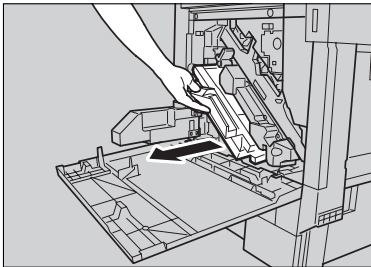
- 4** Remove the screw fastening the duplex feed unit using the provided screwdriver.



ZHXH320J

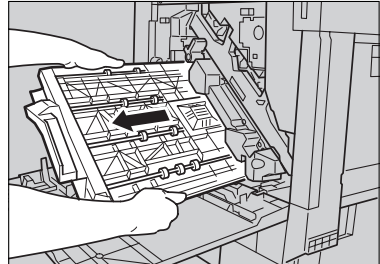
You will use this screw to refasten the duplex feed unit later.

- 5** Pinch the upper left area of the duplex feed unit, and then slowly pull it halfway out.



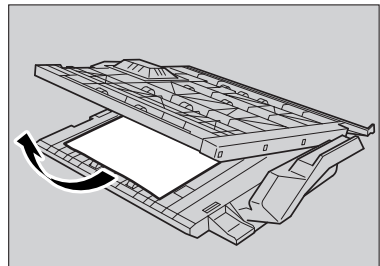
ZHXH780J

- 6** Hold the duplex feed unit using both hands, place it on the vertical rail, and slide it straight out.



ZHXH650J

- 7** Slowly place the duplex feed unit on the floor. Open it slowly, and remove the misfed paper.



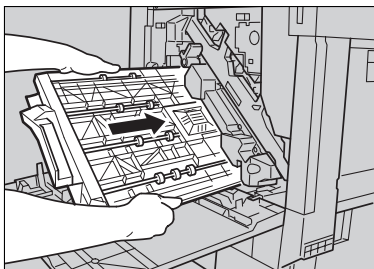
ZHXH680J

**⚠ Important**

- Do not forcefully open the duplex feed unit. It might damage the unit.

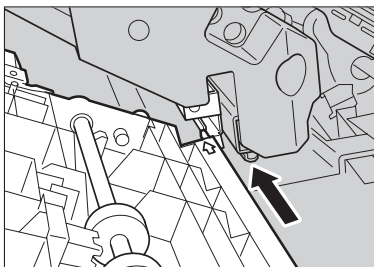
- 8** Close the duplex feed unit.

- 9** Hold the duplex feed unit using both hands, place it on the vertical rail, and slide it slowly in until it stops.



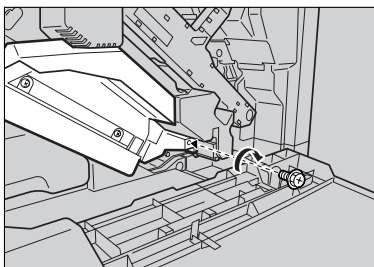
ZHXH290J

The vertical rail is in the position as shown.



ZHXH300J

- 10** Refasten the duplex feed unit using the provided screwdriver. Use the screw removed in step **4**.

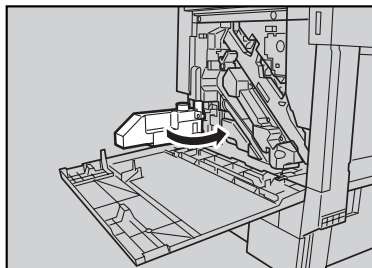


ZHXH310J

 **Note**

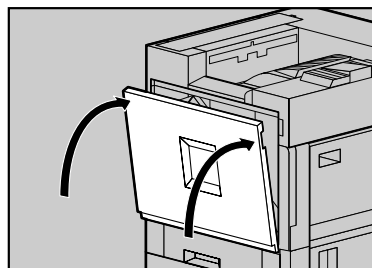
- Be sure to return the provided screwdriver to its original position on the inside of the front cover.

- 11** Slowly close the waste oil bottle in the direction of the arrow.



ZHXH160J

- 12** Slowly close the front cover by pushing the two areas on the left and right.



ZD,H041J

- 13** Plug in the power cable, and then turn on the power.

# Removing Jammed Staples

If “Add Staples” appears on the display, or the printer does not staple even after instructed, jammed staples might be the cause.

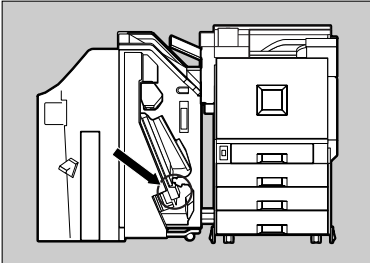


Add Staples

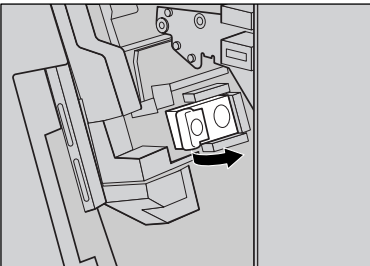
## SR770 (2 Tray Finisher)

- 1 Open the front cover of the 2 tray finisher.

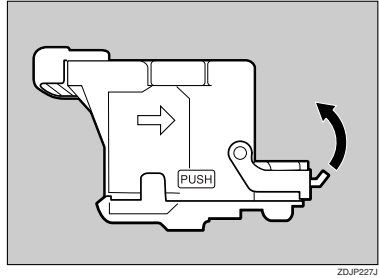
The stapler is positioned in the location as shown.



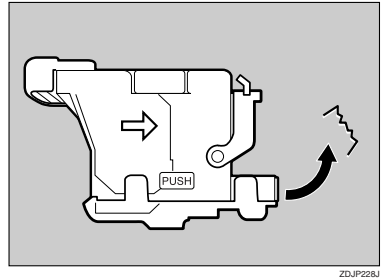
- 2 Remove the cartridge by pulling the green knob in the direction of the arrow.



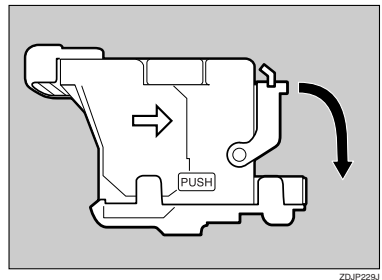
- 3 Open the cartridge face plate to unlock it.



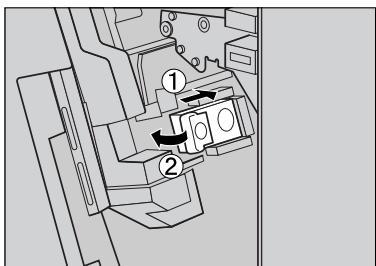
- 4 Remove jammed staples.



- 5 Close the cartridge face plate so it clicks into place.

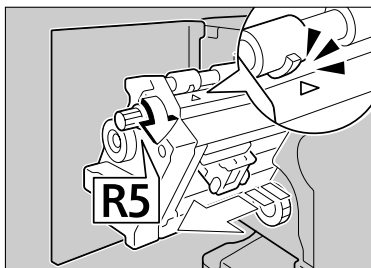


- 6** Slant and insert the cartridge (①), and then push in until it clicks into place (②).



ZDJF218J

- 3** Turn knob R5 until the cartridge moves to the front.



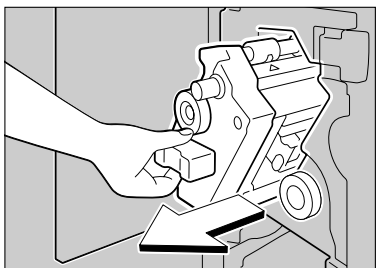
ACE048S

4

- 7** Close the front cover of the 2 tray finisher.

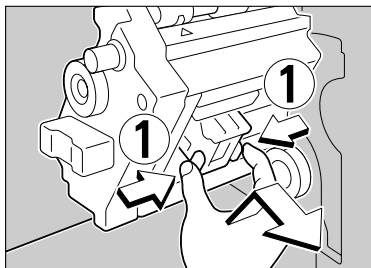
## SR910 (Booklet Finisher)

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



ACE040S

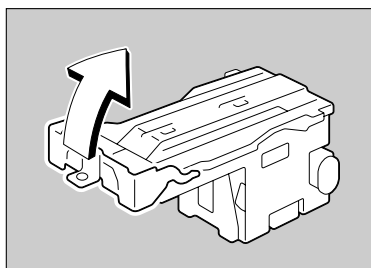
- 4** Push the cartridge button, and lift up while removing.



ACE050S

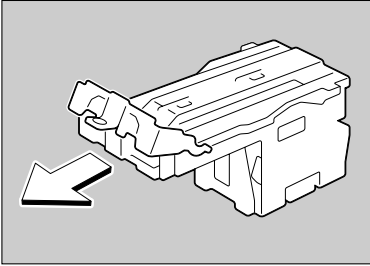
- 2** Hold the lever, and then pull out the staple unit.

- 5** Open the cartridge's faceplate.

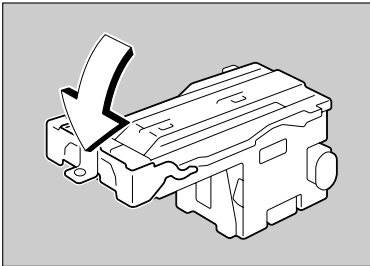


ACE051S

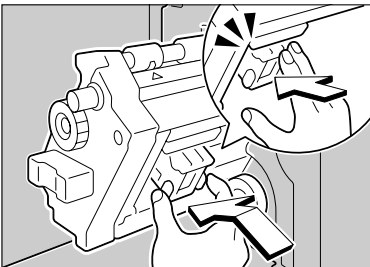
**6** Remove any jammed staples.



**7** Close the cartridge's faceplate.



**8** Push in the cartridge until it clicks.

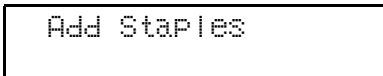


**9** Close the front cover of the finisher.

4

# Adding Staples

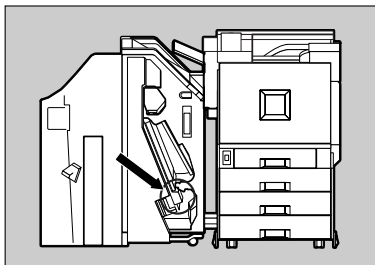
When “Add Staples” appears on the display, add a new staple refill.



## SR770 (2 Tray Finisher)

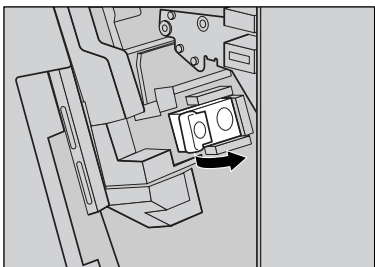
- 1** Open the front cover of the 2 tray finisher.

The stapler is positioned in the location as shown.



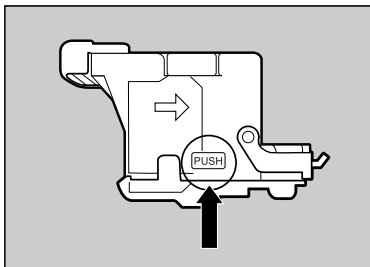
ACE079S

- 2** Remove the cartridge by pulling the green knob in the direction of the arrow.



ZDJP217J

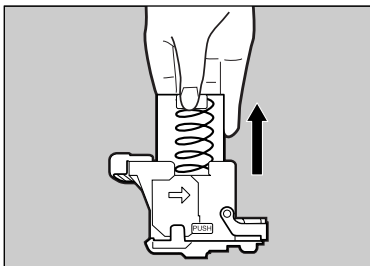
- 3** Push the areas labeled “PUSH”, located on both sides of the stapler.



ZDJP222J

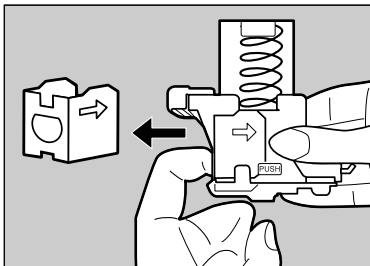
The case cover on top rises.

- 4** Pull the case cover up.



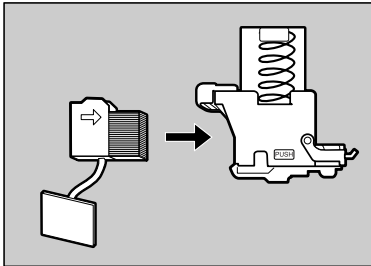
ZDJP223J

- 5** Hook your finger in the hole of the empty refill case to pull it out.



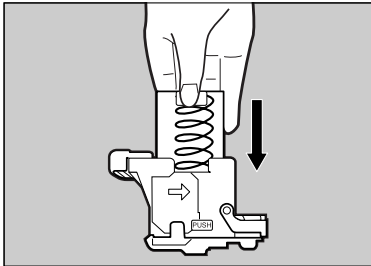
ZDJP224J

- 6** Push in until the arrow on the refill case lines up with the arrow on the refill case cover.



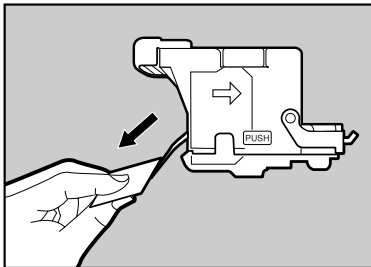
ZDJP25J

- 7** Push the case cover down until it clicks into place.



ZDJP230J

- 8** Pull out the ribbon used for tying together the staples.

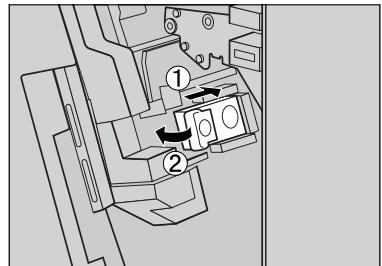


ZDJP226J

 **Note**

- Remove the entire length of the ribbon.

- 9** Slant and insert the cartridge (①), and then push in until it clicks into place (②).



ZDJP218J

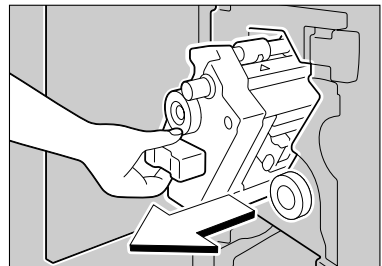
- 10** Close the front cover of the 2 tray finisher.

---

## SR910 (Booklet Finisher)

---

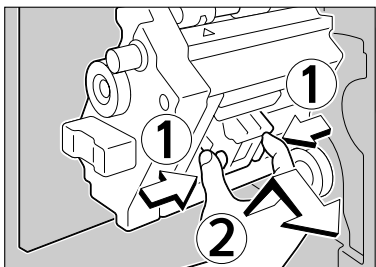
- 1** Open the front cover.



ACE048S

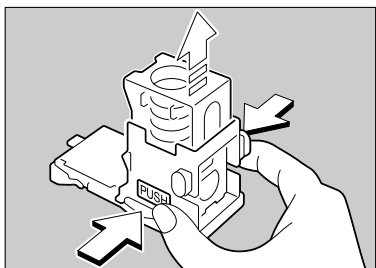
- 2** Hold the lever, and then pull out the staple unit.

- 3** Push the cartridge button, and then pull out the cartridge while lifting the cartridge.

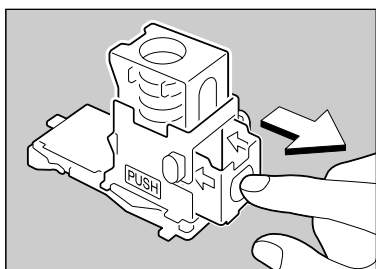


4

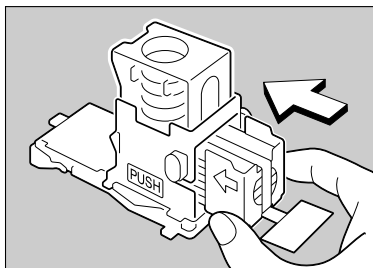
- 4** Hold both sides of the cartridge, and then pull up the upper unit of the cartridge.



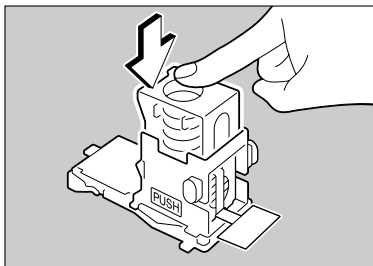
- 5** Remove the empty refill in the direction of the arrow.



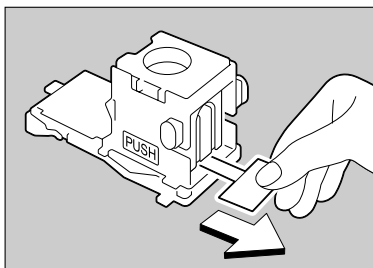
- 6** Push in the new cartridge until it clicks.



- 7** Gently push down the upper unit.

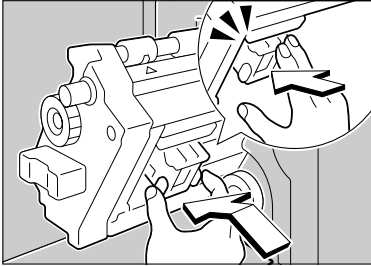


- 8** Pull out the ribbon.





- 9** Push in the cartridge until it clicks.



ACE0478

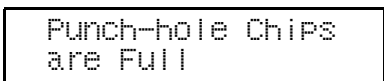
- 10** Close the front cover of the finisher.

# Removing Punch-hole Chips

When “Punch-hole Chips are Full” appears on the display, the punch waste box is full. Follow these steps to remove paper chips.

**Note**

- The same message appears when the punch waste box is not installed correctly.

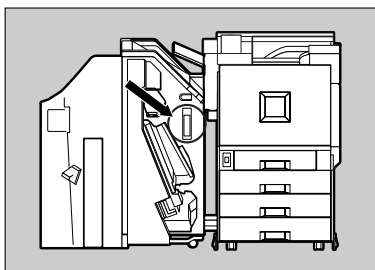


4

## SR770 (2 Tray Finisher)

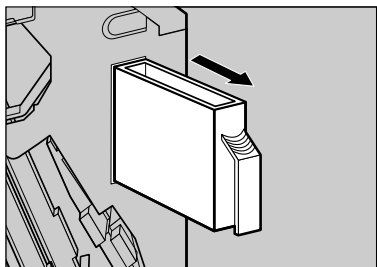
- 1** Open the front cover of the 2 tray finisher.

The punch waste box is positioned in the location shown in the illustration.



ACE086S

- 2** Pull out the punch waste box, and then remove the paper chips.

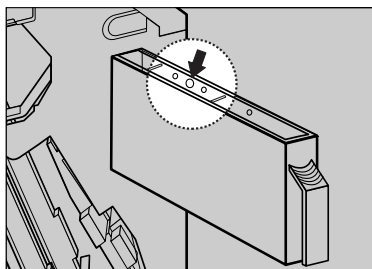


ZDJP220J

- 3** Re-install the punch waste box.
- 4** Close the front cover of the 2 tray finisher.

**◆ If the message appears even after removing the Punch-hole chips**

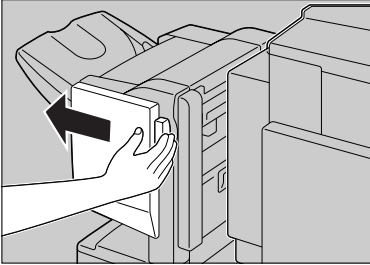
If the “Punch-hole Chips are Full” message appears on the control panel even when the punch waste box is not full, chips might be stuck around the punch waste box hole, as shown. Remove punch-hole chips from around the hole.



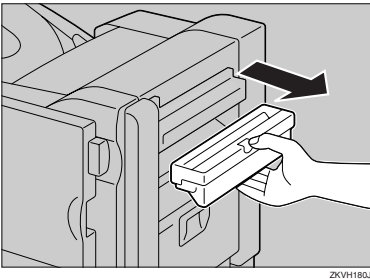
ZBCH030N

## SR910 (Booklet Finisher)

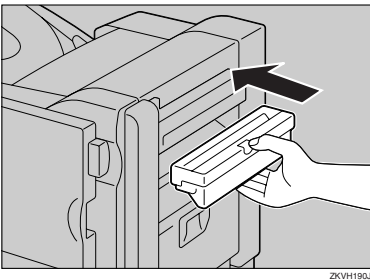
- 1 Hold the release lever, and then pull out the booklet finisher.



- 2 Pull out the punch waste box, and then remove the paper chips.



- 3 Reinstall the punch waste box.



 **Note**

- If the message does not disappear, reinstall the punch waste box.

- 4 Attach the booklet finisher.

4

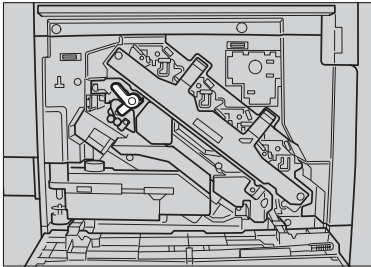
# 5. Appendix

## When the Front Cover Does Not Close

If “Close Front Cover” appears on the display, the cover is not properly closed, even if it appears to be.



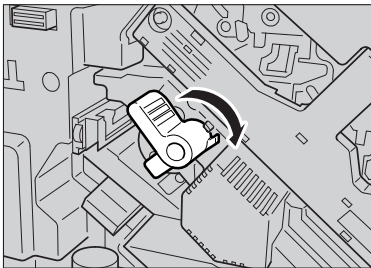
If the front cover does not close, check the green lever is in the locked position, as shown.



ZHXH020N

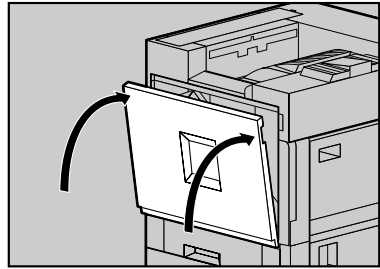
**1** Turn off the power, and then unplug the power cable.

**2** Turn the green lever clockwise.



ZHXH420J

**3** Slowly close the front cover by pushing the two areas on the left and right.



ZD3H041J

**4** Plug in the power cable, and then turn on the power.

## Moving and Transporting the Printer

### **CAUTION:**

- *When moving the machine, each person should hold the handle on the sides, and lift slowly. Lifting carelessly or dropping it may cause injury.*
- *When moving the printer, remember to unplug the power cord from the wall outlet to avoid fire or electric shock.*
- *When pulling out the plug from the socket, grip the plug to avoid damaging the cord and causing fire or electric shock.*

### **Note**

- The printer weighs approximately 85 kg.

Protect the printer by using the original packaging when transporting.

### **Important**

- Be sure to disconnect all cables from the printer before moving it.
- This printer is a piece of precision machinery. Take care to avoid damage during shipment.

5

---

## Moving the Printer

---

### **CAUTION:**

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

### **Note**

- The printer weighs approximately 85 kg.

---

## Moving the printer in the short distance

---

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

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

**2** If you have installed external options, remove them.**3** Be sure to close the bypass tray and front cover.**4** Lift the printer and move it horizontally to the place you want to install it.**Important**

- Be sure to move the printer horizontally. Moving the printer slowly prevents toner scattering.
- If the paper feed unit(s) is installed, detach it and move the printer separately.

# 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	Average printable number of pages per cartridge *1
Cyan	10,000
Magenta	10,000
Yellow	10,000
Black	20,000

\*1 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 print images, and printing environment conditions. This means that toner cartridges may need replacing more frequently than indicated 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 10,000 pages
  - Cyan, magenta, and yellow toner cartridges : about 5,000 pages for each cartridge.

## ◆ Staple Cartridge

Cartridge type	Number of shots
Staple cartridge	5000 shots × 1 with cartridge
Staple Refill cartridge	Refill 5000 shots × 3



## ◆ Other consumables

### Note

- The actual lifespan of consumables depends on the type and size of paper you are using, the contents of print images, and printing environment conditions. This means that consumables may need replacing more frequently than indicated. Furthermore, the lifespan of color consumables may be considerably reduced, as mixed printing of black & white and color pages is common.

Name	Consumables	Average printable number of pages <sup>*1</sup>
Printer Maintenance Kit Type 7100A	Color photoconductor unit × 3	50,000 <sup>*2</sup>
Printer Maintenance Kit Type 7000B	Color development unit × 3	100,000 <sup>*2</sup>
Printer Maintenance Kit Type 7100C	Fusing unit × 1	100,000 <sup>*2</sup>
Printer Maintenance Kit Type 7000D	Black development unit × 1	100,000 <sup>*2</sup>
Printer Maintenance Kit Type 3800E	Waste toner bottle × 1	50,000
Printer Maintenance Kit Type 7100F	Black photoconductor unit × 1	50,000 <sup>*2</sup>
Printer Maintenance Kit Type 7000G	Fuser oil unit × 1	30,000 <sup>*2</sup>

<sup>\*1</sup> A4 5% test chart, 5 pages/job

<sup>\*2</sup> When printing each page as a single job, the unit needs extra idling time, thus reducing its print life by half.

# INDEX

## A

---

- Adding Staples, 104
- Additional Troubleshooting, 89
- Adjusting Image Density, 42
- Adjusting the Color Registration, 32
  - Auto Adjust*, 32
- Adjusting Tray Registration, 43
- Appendix, 111

## B

---

- Bypass Tray
  - Custom Size*, 64
  - Paper Type*, 65

## C

---

- Cleaning and Adjusting the Printer, 27
- Cleaning the DustProof Glass, 29
- Cleaning the Registration Roller, 28
- Color Adjustment
  - Checking the Test Sheet*, 35
- Consumables, 114
- Correcting the Color Gradation, 36

## D

---

- Data In indicator, 79
- Detaching the SR770 (2 Tray Finisher), 2
- Detaching the SR910 (Booklet Finisher), 2
- Display panel, messages, 67

## E

---

- Envelopes, 54
- Error, 67
- Error indicator, 78

## L

---

- Loading Paper, 52, 57
  - Optional Paper Feed Unit*, 58
  - Tray 1*, 57
  - Tray 2*, 58
- Loading paper
  - Bypass Tray*, 62
  - Paper Bank Type 7100*, 59
  - paper size*, 60
  - paper type*, 61

## M

---

- messages, 67
- Moving the Printer, 112

## O

---

- OHP transparencies, 53
- Online indicator, 78
- Online key, 78
- Opening and Closing
  - the Duplex Reversal Unit, 3
- Other Printing Problems, 82

## P

---

- Paper and Other Media, 45
- Paper Size, 45
- Plain Paper, 52
- Print Area, 56
- Printer Does Not Print, 78

## R

---

- Remove Misfed Paper
  - Duplex Unit*, 97
  - Finisher*, 93
  - Fusing Unit*, 91
  - Internal Path*, 91
  - Paper Tray*, 97
- Removing Jammed Staples, 101
- Removing Misfed Paper, 91
- Removing Misfed Paper
  - into the Duplex Feed Unit, 98
- Removing Punch-hole Chips, 108
- Replacing Consumables and Maintenance Kit, 1
- Replacing the Development Unit, 15
- Replacing the Dustproof Filter, 23
- Replacing the Fuser Oil Unit, 7
- Replacing the Fusing Unit, 19
- Replacing the Photoconductor Unit, 11
- Replacing the Toner Cartridge, 4
- Replacing the Waste Toner Bottle, 25

## **S**

---

- Screwdriver, 1
- Set the Gradation Correction Value, 36
- SR770
  - Removing Punch-hole Chips*, 108
- SR770 (2 Tray Finisher)
  - Adding Staples*, 104
  - Removing Jammed Staples*, 101
- SR910 (Booklet Finisher)
  - Adding Staples*, 105
  - Removing Jammed Staples*, 102
  - Removing Punch-hole Chips*, 109
- Storing Paper, 52

## **T**

---

- Thick Paper, 53
- Toner Cartridge, 114
- Troubleshooting, 67

## **V**

---

- Viewing the Color Calibration Sample Sheet and Gradation Correction Sheet, 39

## **W**

---

- When the Front Cover Does Not Close, 111

MEMO

MEMO

MEMO





## **RICOH COMPANY, LTD.**

15-5, Minami Aoyama 1-chome,  
Minato-ku, Tokyo 107-8544, Japan  
Phone: +81-3-3479-3111



## **Overseas Affiliates**

### **U.S.A.**

RICOH CORPORATION  
5 Dedrick Place  
West Caldwell, New Jersey 07006  
Phone: +1-973-882-2000

### **The Netherlands**

RICOH EUROPE B.V.  
Groenelaan 3, 1186 AA, Amstelveen  
Phone: +31-(0)20-5474111

### **United Kingdom**

RICOH UK LTD.  
Ricoh House,  
1 Plane Tree Crescent, Feltham,  
Middlesex, TW13 7HG  
Phone: +44-(0)20-8261-4000

### **Germany**

RICOH DEUTSCHLAND GmbH  
Mergenthalerallee 38-40,  
65760 Eschborn  
Phone: +49-(0)6196-9060

### **France**

RICOH FRANCE S.A.  
383, Avenue du Général de Gaulle  
BP 307-92143 Clamart Cedex  
Phone: +33-(0)-821-01-74-26

### **Spain**

RICOH ESPAÑA S.A.  
Avda. Litoral Mar, 12-14,  
Blue Building, Marina Village,  
08005 Barcelona  
Phone: +34-(0)93-295-7600

### **Italy**

RICOH ITALIA SpA  
Via della Metallurgia 12,  
37139 Verona  
Phone: +39-045-8181500

### **China**

RICOH CHINA CO.,LTD.  
29/F., Lippo Plaza, No.222  
Huai Hai Zhong Road,  
Lu Wan District,  
Shanghai P.C.:200021  
Phone: +86-21-5396-6888

### **Singapore**

RICOH ASIA PACIFIC PTE.LTD.  
260 Orchard Road,  
#15-01/02 The Heeren,  
Singapore 238855  
Phone: +65-6830-5888

Model number: Aficio CL7100

Printed in The Netherlands

GB  G106-7511