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You can read the recommendations in the user guide, the technical guide or the installation guide for KONICA MINOLTA BIZHUB C350. You'll find the answers to all your questions on the KONICA MINOLTA BIZHUB C350 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual KONICA MINOLTA BIZHUB C350
User guide KONICA MINOLTA BIZHUB C350
Operating instructions KONICA MINOLTA BIZHUB C350
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The essentials of imaging

C350 Printer Controller

Quick Guide

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11-6 Image Display Window

network, or a parallel connection can be used to connect this machine directly to the computer. Network connection Parallel connection Use an Ethernet cable to connect this machine to a network.

Use a parallel cable to connect this machine directly to the parallel port of a computer. Note To connect this machine to a computer using a parallel connection, the optional local interface kit is required. 3.1 Using a Network Connection To use this machine in a network environment, use a 10Base-T/100BaseTX cable (Ethernet cable) to connect this machine to the network. Important Be sure to use a Category 5 or 5E cable that complies with the 10Base-T/100Base-TX standard.

Always use a 10Base-T/100Base-TX cable that is shielded. Failure to do so may result in radio frequency interference. C350 3-1 3 Connection procedure Connecting to a Computer 1 Make sure this machine is turned off. 2 Connect one end of the 10Base-T/100Base-TX cable to the 10BaseT/100Base-TX port on this machine, and connect the other end of the cable to the network hub.



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LED 1 LED 2 This machine is now connected to the network.

3 When this machine is turned on, LED1 will light up. LED1: LINK LED2: ACT Lights up if this machine is properly connected to the network. Blinks depending on the data reception status. 3-2 C350 Connecting to a Computer 3 3.2 Using a Pion, install it using a local connection at this time. 6 Click the [Next] button. 7 Click the [Have Disk] button. 8 Click the [Browse] button. 9 Depending on the version of Windows that you are using, specify the directory on the CD-ROM that contains the printer driver, and then click the [OK] button. For Windows 98: (CD-ROM)\Driver\English\Printer\Win9xME For Windows Me: (CD-ROM)\Driver\English\Printer\Win9xME For Windows 2000: (CD-ROM)\Driver\English\Printer\Win2KXP For Windows NT 4.

0: (CD-ROM)\Driver\English\Printer\WinNT40 10 Click the [OK] button. The Printers list appears. 11 Click the [Next] button. 12 Specify the connection port. Select LPT1 here. C350 4-3 4 Installing the Printer Driver 13 Follow the on-screen instructions to perform the installation. Note Do not perform a test print at this point. Perform the test print after the network settings have been specified. 14 When installation is complete, make sure that the icon of the installed printer appears in the "Printers" window. 15 Remove the CD-ROM from the CD-ROM drive.

This completes the printer driver installation. For Windows XP/Server 2003 1 While Windows is running, load the CD-ROM into the computer's CDROM drive. 2 In Windows, click the [Start] button, and then click "Printers and Faxes". 3 For Windows XP, click Add a printer on the Printer Tasks menu. For Windows Server 2003, double-click the "Add Printer" icon.

Windows XP Windows Server 2003 The Add Printer Wizard starts up. 4 Click the [Next] button. 4-4 C350 Installing the Printer Driver 4 5 Select Local printer attached to this computer, and then click the [Next] button. Clear the Automatically detect and install my Plug and Play printer check box. Note For details on installing the printer driver in a network environment, refer to "6 Network Printing in a Windows Environment".

Because it is necessary to specify other network settings in advance when installing the printer driver using a network connection, install it using a local connection at this time. 6 The Select Printer Port dialog box appears. Select LPT1 here, and then click the [Next] button. 7 Click the [Have Disk] button. 8

Click the [Browse] button. 9 Specify the directory on the CD-ROM (\Driver\English\Printer\Win2KXP) that contains the printer driver for Windows XP/Server 2003, and then click the [OK] button. C350 4-5 4 10 Click the [OK] button. The Printers list appears. Installing the Printer Driver 11 Click the [Next] button. 12 Follow the on-screen instructions to start the installation.

Note Perform a test print after the network settings have been specified. 13 When installation is complete, make sure that the icon of the installed printer appears in the "Printers and Faxes" window. 14 Remove the CD-ROM from the CD-ROM drive. This completes the printer driver installation. 4-6 C350 Installing the Printer Driver 4 4.2 Uninstalling the Printer Driver If it becomes necessary to delete the printer driver, for example, when you want to reinstall the printer driver, follow the procedure below to delete the driver. Uninstalling the printer driver 1 For Windows 98/Me/2000/NT, click the [Start] button, point to "Settings", and then click "Printers". For Windows XP/Server 2003, click the [Start] button, and then click "Printers and Faxes". 2 In the "Printers" (for Windows XP/Server 2003, "Printers and Faxes") window, select the icon of the printer that you want to delete. 3 Press the [Delete] key on the computer keyboard to delete the printer driver.

4 Follow the on-screen instructions to perform the uninstallation. When the printer driver has been deleted, the printer icon will disappear from the "Printers" (for Windows XP/Server 2003, "Printers and Faxes") window. This completes the uninstallation procedure. C350 4-7 4 Installing the Printer Driver 4-8 C350

Setting Up the Printer Driver 5 5 Setting Up the Printer Driver The printer driver setup dialog box can be displayed from the "Printers" (for Windows XP/Server 2003, "Printers and Faxes") window of the Windows. Settings specified in the printer driver setup dialog box displayed using the procedure described below will be applied when printing from any application.

Memo To specify custom settings, click "Print" in the menu of the application, and then click the [Properties] button next to the printer name in the Print dialog box. Settings specified here apply only to the current file. 5.1 5.1.

1 Displaying the Printer Driver Setup Dialog Box Displaying the Printer Driver Setup Dialog Box in Windows 98/Me Display procedure 1 In Windows, click the [Start] button, point to "Settings", and then click "Printers". 2 Select the "KONICA MINOLTA C350 PCL5c" icon. 3 On the "File" menu, click "Properties". The printer driver setup dialog box shown below appears. C350 5-1 5 Setting Up the Printer Driver Note Use the settings on the 5 tabs at the top of the dialog box to set up the printer driver. 5.1.2 Displaying the Printer Driver Setup Dialog Box in Windows 2000/NT 4.0 Display procedure 1 In Windows, click the [Start] button, point to "Settings", and then click "Printers". 2 Select the "KONICA MINOLTA C350 PCL5c" icon.

3 To display the "Device Option Setting" tab, click "Properties" on the "File" menu. 4 To display the "Setup", "Paper", "Quality", or "Job Management" tab, perform the following procedures after selecting the icon in step 2. For Windows 2000: On the "File" menu, click "Printing Preferences". For Windows NT 4.0: On the "File" menu, click "Document Defaults". 5.1.3 Displaying the Printer Driver Setup Dialog Box in Windows XP/Server 2003 Display procedure 1 In Windows, click the [Start] button, and then click "Printers and Faxes". 2 Select the "KONICA MINOLTA C350 PCL5c" icon. 3 To display the "Device Option Setting" tab, click "Properties" on the "File" menu.

4 To display the "Setup", "Paper", "Quality", or "Job Management" tab, click "Printing Preferences" on the "File" menu after selecting the icon in step 2. 5-2 C350 Setting Up the Printer Driver 5 5.



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2 Common Controls The following describes the common settings and buttons that are displayed on all five tabs ("Setup", "Paper", "Quality", "Device Option Setting", and "Job Management"). OK Click this button to close the printer driver setup dialog box and apply any settings that have been changed. Cancel Click this button to cancel any settings that have been changed and close the dialog box.

Apply Click this button to apply any settings that have been changed without closing the printer driver setup dialog box. Help Click this button to display the help for each item on the currently displayed screen. C350 5-3 5 Easy Set Setting Up the Printer Driver The current settings on each tab can be saved as a set and retrieved when you want to use them again. To save the current settings, click the [Save] button. The Save Easy Set Name dialog box appears.

Enter the name of the set (10 characters or less), and then click the [OK] button. After the settings have been saved as a set, they can be retrieved by selecting the appropriate set name from the drop-down list. Select "Default" from the drop-down list to restore the tab's default settings. When an existing set of settings is selected from the drop-down list, the button changes to the [Delete] button. Click the [Delete] button to delete the currently selected set. Page

Layout/Printer Figure When Page Layout is selected, a preview of the page layout as specified in the current printer driver settings is displayed, and a preview image can be checked before actual printing is performed. When any setting is changed, the page layout preview also changes. When Printer Figure is selected, a printer figure is displayed showing any options, such as the paper drawer, that are installed on this machine. 5-4 C350 Setting Up the Printer Driver 5 5.3 5.

3.1 Settings Setup Tab Item N-up Watermark Duplex/Booklet Paper Source Description Prints multiple pages on one page. Prints a watermark on the pages. The watermark text can be changed or edited. Selects the duplex or booklet printing setting. Specifies the paper source and the type of paper. The paper source for the front cover, the back cover or for OHP interleaving can also be specified. Specifies an output setting such as stapling, hole punching, or folding. Output Setting 5.3.

2 Paper Tab Item Original Document Size Output Paper Size Copies Collate Orientation Description Specifies the size of the original document. Custom paper sizes can also be specified. Specifies the output paper size. An enlargement or reduction ratio can also be specified. Specifies the number of copies to be made.

Specifies that the pages be output in sets. Specifies the printing orientation. 5.3.3 Quality Tab Item Select Color or Grayscale Exposure Modes Use Printer Font Resolution Download as Bitmap Glossy Mode Description Selects the color mode.

If "Color (Manual)" is selected, clicking the [Detail of Color Settings] button displays the Detail of Color Settings dialog box, where detailed color settings can be specified. Selects the color matching mode. Text: Text mode, Photo: Photo mode Sets whether to use the printer font. Specifies the print resolution (600 × 600 dpi fixed). Selects whether the font is downloaded as a bitmap or program (vector font). Sets the glossy mode. C350 5-5 5 5.3.4 Device Option Setting Tab Item Device Option Job Owner (Default User Name) Access Code (Default Access Number) About Description Setting Up the Printer Driver Specifies the options installed on this machine. Selects the default user name that is shown as the job user name on the control panel of this machine.

Sets the default for the access code. Enables the version of the printer driver to be viewed. 5.3.5 Job Management Tab Item Store Job Description Specifies the job storage method. · Delete After Printing: Deletes the job after it is printed. · Print and Hold: Stores the job temporarily after it is printed. · Store to HDD: Stores the job on the hard disk until it is deleted from this machine. · Store to Memory: Stores the job in memory until it is deleted from this machine. · Proof and Print: Prints only the first set of the job, and stores the rest in the memory.

· Lock Job: Locks the job and specifies a password. Specifies the job user name and job name. Prints a distribution number in the background. Specifies the assigned access code when the Copy Track mode is set from this machine. Job Owner Distribution Access Code Memo For details on the printer driver settings, refer to the C350 Printer Controller User's Guide.

5-6 C350 Setting Up the Printer Driver 5 5.4 Setting Device Options You can enable options installed on this machine from the printer driver. Setting procedure 1 Display the printer driver setup dialog box (refer to "Displaying the Printer Driver Setup Dialog Box" on page 5-1), and then click the "Device Option Setting" tab. 2 From the Installable Options list, select the device that you want to install, and then click the [Add] button. Check that the device the you selected is displayed in the Installed Options list.

Note If options installed on this machine are not set up in the "Device Option Setting" tab, you will not be able to use them from the printer driver. After an option is installed on this machine, be sure to set it up in the "Device Option Setting" tab. C350 5-7 5 Setting Up the Printer Driver 5-8 C350 Network Printing in a Windows Environment 6 6 6.1 Network Printing in a Windows Environment Network Connection Methods That Can Be Selected in Each Windows OS This chapter describes the settings that must be specified for network printing. Setting procedures differ depending on the method of network printing used (Windows, LPR, or IPP printing). Select the best method of network printing for your Windows environment. Network Printing from a Windows OS Protocol Used Windows Printing LPR Printing IPP Printing NetBEUI TCP/IP TCP/IP Windows Windows Windows Windows Windows Windows Server 98/98SE Me 2000 XP NT 4.0 2003 Note To perform Windows printing, the NetBEUI protocol must be installed on your computer. Before setting up network printing, refer to the procedure described in "4 Installing the Printer Driver" and install the printer driver. To perform network printing, change the printer port for the installed printer driver to one for a network connection, and then change the settings on this machine as necessary.

For an IPP connection, it is necessary to start with the step for installing the printer driver. C350 6-1 6 NetWare Version NetWare 4.x NetWare 5.x/6 Network Printing in a Windows Environment Network Printing in a NetWare Environment Protocol Used IPX IPX TCP/IP Emulation NDS/Bindery NDS NDPS(lpr) Service Mode PServer/NPrinter PServer/NPrinter Memo For the print procedures on NetWare, refer to the C350 Printer Controller User's Guide.



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6-2 C350 Network Printing in a Windows Environment 6.2 Setting the IP Address for This Machine First, use this machine's control panel to assign an IP address to this machine. Note When specifying network settings, follow the instructions of the network administrator. Setting procedure 1 Press the [Utility] key on this machine's control panel, touch [Admin. Mode], and then enter the administrator access code. 2 Touch [Network Setting], [Common Setting], then [TCP/IP].

3 Specify settings for the following. IP Address: Subnet Mask: Gateway Address: Set the IP address of this machine. Set the subnet mask for the network to which you are connecting. Set the default gateway address for the network to which you are connecting. Note Although the IP address is entered without using the DHCP server in the procedure described here, it is also possible to automatically assign the IP address from the DHCP server.

When "DHCP" is set to "Enable", the IP address, subnet mask, and gateway address settings are automatically assigned from the DHCP server on the network, so it is not necessary to assign them manually. However, note the following when setting "DHCP" to "Enable". C350 6-3 6 Network Printing in a Windows Environment Check with the network administrator that the DHCP server exists. If the DHCP server does not exist, be sure to specify settings for "IP Address", "Subnet Mask", and "Gateway Address". If the settings for the IP address and other items have been assigned using the DHCP server, there is a possibility that they may be automatically changed.

When the settings for the IP address and other items are changed, if the IP address has been used to specify a printer on the network for printing, there is a possibility that printing may not be possible because this machine cannot communicate with the network. If "DHCP" has been set to "Enable", it is recommended that the IP address assigned to this machine be fixed in the DHCP server settings. 4 To apply the settings, restart this machine (turn it off, then on again). Turn this machine back on to enable the IP address. 6.3 Accessing PageScope Web Connection Setting the IP address for this machine enables you to access PageScope Web Connection. Use your Web browser to directly access PageScope Web Connection. Access procedure 1 Start up the Web browser. 2 In the URL field, enter the IP address for this machine as shown below, and then press the [Enter] key. http://<IP_address_for_the_copier> Example: If the IP address for this machine is 192.

168.0.10 <http://192.168.0.10/> The initial page of PageScope Web Connection appears. For further details on PageScope Web Connection, refer to "10 Using PageScope Web Connection". 6-4 C350 Network Printing in a Windows Environment 6.4 Windows Printing You can use Windows printing to print directly over the Microsoft network. Note To perform Windows printing, the NetBEUI protocol must be installed on your computer.

6.4.1 Operations on This Machine Set the IP address on this machine. @@Specify the settings described below for Windows printing in PageScope Web Connection. Setting procedure 1 Start up PageScope Web Connection.

@@3 On the "Network" tab, click Common Setting, and then click Windows Configuration in the sub-menu that appeared. C350 6-5 6 Network Printing in a Windows Environment 4 Specify settings for the following. Enable Windows Printing Service: Set whether to use the Windows printing service. Select "Enable" here. NetBIOS Name: Specify the NetBIOS name (up to 15 alphanumeric characters).

Printing Service Name: Specify the printing service name (up to 13 alphanumeric characters). WorkGroup Name: Specify the work group name (up to 15 alphanumeric characters). 5 To apply the settings, restart this machine (turn it off, then on again). 6.4.2 Printer Driver Settings For Windows 98/Me 1 Click the [Start] button, point to "Settings", and then click "Printers". 2 Right-click the icon for the installed printer, and then click "Properties". 3 On the "Details" tab, click the [Add Port] button. 4 Select Network, and then click the [Browse] button. In the network configuration window that appeared, select the appropriate printer icon.

For Windows 2000/XP/NT 4.0/Server 2003 1 For Windows 2000/NT 4.0, click the [Start] button, point to "Settings", and then click "Printers". For Windows XP/Server 2003, click the [Start] button, and then click "Printers and Faxes". 2 Right-click the icon of the installed printer, and then click "Properties". 3 Click the [Add Port] button on the "Ports" tab, double-click "Local Port" or select "Local Port" and click the [New Port] button, and then enter \\NetBIOS name\Printing Service name. Note Enter the same NetBIOS name and printing service name that you entered in PageScope Web Connection (refer to "Operations on This Machine" on page 6-5). 4 Click the [Close] button to apply the setting. 6-6 C350 Network Printing in a Windows Environment 6.5 LPR Printing (Windows 2000/XP/NT 4.

0/Server 2003) The LPR print service is supported as standard in Windows 2000/XP/NT 4.0. TCP/IP is used as the network protocol. 6.5.

1 Operations on This Machine Specify the IP address for this machine. 6.5.2 Printer Driver Settings For Windows 2000/XP/Server 2003 1 For Windows 2000, click the [Start] button, point to "Settings", and then click "Printers". For Windows XP/Server 2003, click the [Start] button, and then click "Printers and Faxes".

2 Right-click the icon of the installed printer, and then click "Properties". 3 On the "Ports" tab, click the [Add Port] button. 4 In the Available Printer Ports list, select Standard TCP/IP Port, and then click the [New Port] button. 5 When the Add Standard TCP/IP Printer Port Wizard starts up, click the [Next] button. 6 In the Name of printer or IP address box, enter the IP address for this machine, and then click the [Next] button. 7 Select Custom, and then click the [Settings] button. 8 Select LPR, enter "Print" in the Queue Name box, and then click the [OK] button. 9 Click the [Next] button, and then click the [Finish] button to apply the setting. C350 6-7 6 For Windows NT 4.0 Network Printing in a Windows Environment 1 Click the [Start] button, point to "Settings", and then click "Printers".

2 Right-click the icon of the installed printer, and then click "Properties". 3 On the "Ports" tab, click the [Add Port] button. 4 In the Available Printer Ports list, select LPR Port, and then click the [New Ports] button. Note If "LPR Port" is not in the list, click the [Start] button, point to "Control Panel", and then click "Network".



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Then, on the "Service" tab, click the [Add] button and install the Microsoft TCP/IP printing service. 5 In the Name or address of server providing lpd box on the Add LPR Compatible Printer dialog box, enter the IP address for this machine. 6 In the Name of printer or print queue on that server box, enter "Print". 7 Click the [OK] button to apply the setting. 6-8 C350 Network Printing in a Windows Environment 6.6.6 IPP Printing (Windows 2000/XP/Server 2003) The IPP (Internet Printing Protocol) print service is supported as a standard in Windows 2000/XP/Server 2003.

TCP/IP is used as the network protocol. 6.6.1 Operations on This Machine Specify the IP address for this machine. @@Also, specify the IPP printing settings in PageScope Web Connection.

@@@@@@Enable IPP: Set whether to perform IPP printing. Select "Enable" here. Accept IPP Jobs: Set whether to use the IPP reception function.

@@@@@@@@@@@@@@@@@@@@The Add Printer Wizard starts up. 4 Click the [Next] button.

@@9 Click the [Have Disk] button. @@@@@@@@@@The following types of scan functions are available on this machine. @@Sends scanned data to an FTP server. Sends scanned data to a computer using FTP. Sends scanned data to the optional hard disk. @@@@A maximum file size may be specified on the mail server. @@@@@@.pdf for the PDF format, .jpg for the JPEG format, or .tif for the TIFF format Note Depending on the specified Color Mode setting, some file formats cannot be selected.

PDF Full Color Gray Scale Black TIFF X X JPEG X Note The file format cannot be selected with the Scan to Internet FAX operation. With this operation, the data is sent in the TIFF format ("Black" Color Mode setting, 200 × 200 dpi). If multiple pages of a document are scanned when the JPEG format is selected, data is sent one page at a time. Example: If 10 pages are scanned, 10 JPEG files are sent. C350 7-3 7.3 Scan to E-mail Using the Scan Functions Sends the image data scanned on this machine as an attached file to an e-mail address. Suitable for sending low-resolution data. Requires a network environment with a mail server. Mail Server Client Computer Client Computer 7-4 C350 Using the Scan Functions 7.4 Scan to FTP Server Sends the image data scanned on this machine to a specified folder on the FTP server.

Suitable for sending high-resolution data. Requires a network environment with an FTP server. Allows you to select whether to use the e-mail notification function, which sends an e-mail message containing information indicating the storage location of the image data. (A mail server is required for using the e-mail notification function.) Possible to access FTP servers on the Internet via a proxy server.

(In such case, a proxy server is required.) FTP Server Client Computer Mail Server C350 7-5 7.5 Scan to PC Using the Scan Functions Sends the image data scanned on this machine directly to a computer using FTP. Requires an FTP server application on the computer and the application must be running when receiving the image data. Client Computer FTP server application 7-6 C350 Using the Scan Functions 7.7.

6 Scan to HDD Sends the image data scanned on this machine to a specified folder (box) on the hard disk installed in this machine. Suitable for sending high-resolution data. Allows you to select whether to use the e-mail notification function, which sends an e-mail message containing information indicating the storage location of the image data. (A mail server is required for using the e-mail notification function.) Note To use this scan function, an optional hard disk must be installed in this machine. Box Computer Optional Hard Disk Mail Server C350 7-7 7.7 Scan to Internet FAX Using the Scan Functions Attaches the image data scanned on this machine to an e-mail and sends it to a device that supports Internet faxing. The image data is sent with the "Black" Color Mode setting in the TIFF format at 200 × 200 dpi. Memo Before sending document data using Internet faxing, check in advance whether the receiving side is capable of receiving Internet faxes. Black TIFF format 200 × 200 dpi Device that supports Internet faxing Printout Mail Server 7-8 C350 Using the Scan Functions 7.7.

8 Internet FAX Reception Receives e-mails sent from a device that supports Internet faxing and prints out the data. The following image data can be received. G "Black" Color Mode setting, TIFF format, 200 × 200 dpi/200 × 100 dpi Device that supports Internet faxing Printout Mail Server C350 7-9 7 Using the Scan Functions 7-10 C350 Scanning Images Using TWAIN (PC Scanning Function) 8.8 Scanning Images Using TWAIN (PC Scanning Function) TWAIN is an interface used to import images scanned on a certain device onto different computer platforms. Here, TWAIN refers to controlling this machine's scanner and importing the scanned data into the application. To use TWAIN, a TWAIN driver must be installed on the computer and TWAIN configuration is required in this machine. This function is available only when it is used over a network. 8.1 Operating Environment The TWAIN driver operates in the following environments. Computer Operating System IBM PC or compatible Windows 98/98SE, Windows Me, Windows 2000, Windows XP, or Windows NT 4.0 8.

2 Installing the TWAIN Driver Installation 1 On the supplied CD-ROM, open the folder (Driver\English\TWAIN) containing the TWAIN driver. 2 Double-click the "Setup.exe" file to run the installation program. 3 Carry out the installation by following the instructions on the screen. C350 8-1 8.8.

3 Scanning Images Using TWAIN (PC Scanning Function) Setting the Panel Lock Timeout for TWAIN Using PageScope Web Connection or this machine's control panel, set the panel lock timeout for using TWAIN to import images onto the computer. Using PageScope Web Connection 1 Start up PageScope Web Connection. @3 On the "Network" tab, click TWAIN Configuration in the menu. 4 Specify settings for the following. Operation Lock Time: Set the panel lock timeout for performing TWAIN scan operations from the computer.

Using this machine's control panel 1 On this machine's control panel, press the [Utility] key, touch [Admin. Mode], and then enter the administrator access code. 2 Touch [Network Setting], then [Twain]. 3 Specify the setting for the "Operation Lock Time for TWAIN" parameter. 8-2 C350 Scanning Images Using TWAIN (PC Scanning Function) 8.8.4 Retrieving Images Using TWAIN Retrieval procedure 1 Set the document on this machine. 2 In the application used to retrieve images, carry out the TWAIN scan operation (for example, click "Select Device" on the "File" menu).



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3 Select the retrieval destination for the scanned data (IP address:port number). In the retrieval destination list, available TWAIN devices on the network appear. To search for retrieval destinations, click the [Setting] button and specify the conditions in the dialog box that appears.

(Refer to "Searching the Scanner" on page 8-6.) 4 Click the [OK] button to open the scan dialog box. 5 Specify settings for the following. C350 8-3 8 Scanning Images Using TWAIN (PC Scanning Function) Set the paper size to be scanned. Set the resolution. Settings: 600 dpi, 400 dpi, 300 dpi, or 200 dpi Pixel Type: Specify the type of data to be scanned. Settings: "Full Color", "Gray Scale", or "Black & White" Place: Sets the scan mode of the document. If "Duplex" is set to "On", "Place" is set to "ADF". Settings: "Glass" or "ADF" Duplex: Set whether the scanned document is a duplex document. Settings: "On" or "Off" Separate Scan: Specify the processing of multiple documents.

Low Density Adjustment: Specify whether to remove the background. [Prescan] button: Perform a test scan. [Scan] button: Scan the data and import the data into the application. [Option] button: Open the Option dialog box. Refer to "Setting the Option Dialog Box" on page 8-5.

Paper Size: Resolution: 6 Click the [Scan] button. The document is scanned, and the scanned data is imported into the application. 8-4 C350 Scanning Images Using TWAIN (PC Scanning Function) 8 8.4.1 Setting the Option Dialog Box Click the [Option] button in the Scan dialog box to open the dialog box shown below.

You can specify a range and perform clipping. The area enclosed by the rectangle (displayed area) is clipped (up to 5 areas can be specified). C350 8-5 8 8.4.2 Scanning Images Using TWAIN (PC Scanning Function) Searching the Scanner Click the [Setting] button in the dialog box used to select the retrieval destination of the scanned data to open a dialog box used to search the scanners. You can specify the following search conditions. Broadcast Searches using the broadcast protocol. IP Port Base Broadcast Specify the port number to be searched. Execute the search. Multicasting Searches using the multicasting protocol.

Max Hop for Search IP Port Base Multicasting The number of hops to be searched is fixed at 0. You cannot change this value. Specify the port number to be searched. Execute the search. 8-6 C350 Using the Box Functions 9 9 Using the Box Functions This chapter describes the procedure for forwarding the image data stored in boxes on this machine's hard disk in Box mode. Note To use these box functions, an optional hard disk must be installed in this machine. Memo For the procedure of saving the image data in the box on the hard disk, refer to the C350 Printer Controller User's Guide. 9.1 Overview The following box functions are available on this machine. Use the appropriate type that matches your network environment and application.

Forward to E-mail Forward to FTP Server Forward to PC Forwards the image data in the box by attaching the data to an e-mail message. Forwards the image data in the box to an FTP server. Forwards the image data in the box to a computer using FTP. C350 9-1 9 9.2 Using the Box Functions Environment Required for the Box Functions To forward image data using a box function, the following environment is required.

Note All box functions can only be used under a TCP/IP network environment. Environment Required to Forward Image Data Forward to Email Forward to FTP Server Forward to PC Mail server (on the network) FTP server (on the network) FTP server application (on the receiving computer) Environment Required to Receive Image Data Mail client computer Other Limitations A maximum file size may be specified on the mail server. FTP client computer Client computer 9-2 C350 Using the Box Functions 9 9.3 Using the Box Functions To use the box functions, you must enable the box functions from this machine's control panel. Setup procedure 1 On this machine's control panel, press the [Utility] key, touch [Admin].

Mode], and then enter the administrator access code. 2 Touch [Admin. Set.], then [Box Function] (page 2/4). 3 Touch [Permit], and then touch [Enter].

Memo For the setup and operating procedures of the box function, refer to the C350 Printer Controller User's Guide. C350 9-3 9 Using the Box Functions

9-4 C350 Using PageScope Web Connection 10 10 Using PageScope Web Connection PageScope Web Connection is a device control utility program provided by the HTTP server built into the printer controller. Start up a Web browser on a computer on the network and access PageScope Web Connection to easily change the copier settings. 10.1 System Requirements Network Computer application program Ethernet network and TCP/IP protocol Web browser: Microsoft Internet Explorer Ver.

5.5 or later (JavaScript enabled) Netscape Communicator Ver. 4.5 or later (JavaScript enabled) 10.2 Accessing PageScope Web Connection PageScope Web Connection can be accessed directly from a Web browser. Procedure 1 Start up the Web browser. 2 In the Address bar, enter the IP address of this machine as shown below. Then, press the [Enter] key. http://<IP_address_for_copier>/ Example: If the IP address of this machine is 192.168.

0.10 http://192.168.0.10/ The initial page of PageScope Web Connection appears.

Memo Below is the URL after SSL/TLS is enabled. https://<IP_address_for_copier>/ For the procedure to set the IP address of this machine, refer to "Setting the IP Address for This Machine" on page 6-3. 10.2.1 Operation PageScope Web Connection operation is identical to that for Internet Web pages.

You can click a link on the page to jump to the link destination, or click the [Back] (or [Forward]) button to display the previous (or next) page. C350 10-1 10

10.3 Page Structure Using PageScope Web Connection The page that appears immediately after PageScope Web Connection is accessed is called the User mode page. All users can view this page. By entering the appropriate access code in the Administrator's Code box on the User mode page, you can display the Administrator mode page. (Refer to "Logging in to Administrator Mode" on page 10-4.) The configuration of the PageScope Web Connection page is shown below. Memo If you wish to change the display language of PageScope Web Connection, log in to Administrator mode, and change the setting using "PageScope Web Connection Setting" in the menu. 1 2 3 4 5 6 1. KONICA MINOLTA Logo Click the logo to jump to the following Web site (KONICA MINOLTA Web site).

<http://konicaminolta.net> Click the PageScope Web Connection logo to display the version information.



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10-2 C350 Using PageScope Web Connection 2. Status Display 10 The statuses of this machine's printer section and this machine's scanner section are displayed using icons and text. The message "Ready" appears when this machine is operating normally. If an error has occurred in this machine, the status of the problem/error and other error information are shown. 3. Tabs The categories that can be controlled by PageScope Web Connection are displayed. The following tabs are displayed in User mode. G G G G G System Job File Print Scan 4.

Menus Information and settings for the selected tab are listed. The menus that appear vary depending on the tab that is selected. 5. Information and Settings Display Details of the item selected from the menu are displayed. 6.

Administrator's Code Enter the administrator access code to log in to Administrator mode. Memo For details on each setup menu, refer to the C350 Printer Controller User's Guide. C350 10-3 10 10.4 Using PageScope Web Connection Logging in to Administrator Mode You can switch between User mode and Administrator mode. However, you must enter Administrator mode to specify system configurations or network configurations.

Login procedure In the Administrator's Code box on the User mode page, enter the administrator password (administrator access code) of this machine, and then click the [Log-in] button. The Administrator mode page appears. To return to User mode, click the [Log-out] button. Note When logged in to Administrator mode, the control panel of this machine is locked and cannot be used. Depending on the status of this machine, you may not be able to log in to Administrator mode. When logged in to Administrator mode, if no operation is performed for a set length of time, a timeout occurs and you will automatically be logged out from Administrator mode. The timeout time is the time that is specified by the "Time (Panel Reset Timer)" item on the "Administrator Settings" page. If the time is set within the range of 1 to 5 minutes, the timeout time is set to 5 minutes. If "Panel Reset Timer" is set to "No", the timeout time is 10 minutes. If the unauthorized access lock is enabled on this machine's control panel and you enter a wrong administrator's code three times, the login is determined to be invalid and you will no longer be able to log in to Administrator mode.

To enable access, this machine must be restarted (turned off, then on again). 10-4 C350 Using the BOX Utility 11 11 Using the BOX Utility The BOX Utility is a program used to retrieve, print, or send as an e-mail attachment the image data that has been stored on the hard disk using the Scan to HDD operation. The data is exchanged with the copier using FTP. Note To use this utility program, an optional hard disk must be installed in this machine. The main features of the BOX Utility are as follows: G G G G G Display a list of image data that is stored on the hard disk installed in this machine. View and check the image data on the hard disk. The image can be expanded or reduced. Display a list of thumbnails of the image data. Print the selected image data. Easily send image data using e-mail, FTP, or SMB.

Collectively back up or restore images (administrator only). 11.1 System Requirements Computer IBM PC or compatible Pentium II 450 MHz with 128 MB or more (Pentium III 1 GHz with 256 MB or more recommended) Windows 98SE, Windows Me, Windows 2000, Windows XP, or Windows NT 4.0 (SP 6a or later) A TCP/IP network is required. The printer driver must be installed to print the images.

Adobe Acrobat Reader or Adobe Acrobat (to display PDF files*) Adobe Acrobat 5.0 (to display thumbnails of PDF files) Operating System Network Environment Driver Applications * PDF files can be displayed if a different application that can display PDF files is installed and the extension is assigned to the application. C350 11-1 11 11.2 Supported File Formats The BOX Utility supports the following file formats. File Format JPEG TIFF PDF Supported Functions Using the BOX Utility Color mode: Full color or grayscale You can specify the compression ratio.

Color mode: Black Priority compression method for monochrome: MH or MMR Color mode: Full color, grayscale, or black Priority compression method for monochrome: MH or MMR 11.3 Installing the BOX Utility Note If other application programs are running, close them before starting the installation. If another application is running, the program may not be installed correctly. Procedure 1 Open the folder that contains BOX Utility on the supplied CD-ROM (the "BoxUtility" folder). 2 Double-click the "Setup.exe" file to run the installation program. 3 Complete the installation according to the instructions that appear. 4 If a computer restart confirmation screen appears, restart the computer. 11-2 C350 Using the BOX Utility 11 11.4 Using the Box Functions To use BOX Utility, you must enable the box functions from this machine's control panel.

Setup procedure 1 On this machine's control panel, press the [Utility] key, touch [Admin. Mode], and then enter the administrator access code. 2 Touch [Admin. Set.], then [Box Function] (page 2/4). 3 Touch [Permit], and then touch [Enter]. C350 11-3 11 11.5 Registering the Copier Using the BOX Utility To retrieve image data on the copier hard disk, the copier must be registered in the utility program. Up to 10 copiers can be registered. Registration procedure 1 Click the [Start] button, point to "Programs", then "KONICAMINOLTA", and then click "Box Utility" to start the BOX Utility.

2 On the "Setup" menu, click "Register MFP Controller". The setup dialog box below appears. 3 Click the [New Registration] button. 4 Enter the registration name in the Name box (up to 16 characters) and the IP address of the copier in the Host box. Memo The following symbols cannot be used in the box name. V: * ? " < > \ For the procedure to set the IP address of this machine, refer to "Setting the IP Address for This Machine" on page 6-3. 5 Press the computer keyboard's [Enter] key and click the [OK] button. The registration is saved. 11-4 C350 Using the BOX Utility 11 11.6 Connecting the Copier Connect the copier to access the image data on the copier hard disk.

Connection procedure 1 On the "Communicate" menu, click "Connect". You can also click on the toolbar. A dialog box used to select the destination appears. 2 If multiple copiers are registered, select the copier to be connected from the Connecting MFP drop-down list. The Connecting MFP drop-down list displays the registration names that were entered in "Registering the Copier" (refer to "Registering the Copier" on page 11-4).



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3 Click the [Connect] button. The connection is established and the boxes on the copier hard disk appear. 4 Select the box containing the image data that you wish to view. If a user box is selected, enter the password for the box in the Password box. 5 Click the [Connect] button.

A list of image data in the selected box appears. Disconnecting from the copier To disconnect from the copier, click "Disconnect" on the "Communicate" menu, or click on the toolbar. 11-5 C350 11 11.7 Main Window Using the BOX Utility After connecting the copier and selecting a box, a list of image data is displayed. Memo For the operating procedures on the List Window, refer to the C350 Printer Controller User's Guide. 11-6 C350 Using the BOX Utility 11 11.8 Image Display Window An image display window opens when you select a file from the main window, then click "Open" on the "Command" menu. Memo For the operating procedures on the image display window, refer to the C350 Printer Controller User's Guide. C350 11-7 11 Using the BOX Utility 11-8 C350 Troubleshooting 12 12 12.1 Troubleshooting Unable To Print This chapter explains the troubleshooting procedures for possible malfunctions.

Perform the troubleshooting procedures given below when this machine does not print, even after you have executed the print command from your computer. Symptom A message appears, stating that "no printers are connected", "no paper is loaded", or "LPT1 write error". This machine does not start printing although processing of the print job was completed on the computer. Probable Cause An error has occurred in this machine. The network cable or printer cable is disconnected.

Action Check this machine's control panel. Check that the printer cable or network cable is connected properly. Check this machine's control panel. Check that the printer cable or network cable is connected properly. Check the printer name selected in the Print dialog box.

Check the job order on the Active Jobs screen of this machine's control panel. Check if the print job is locked on the Locked Jobs screen of this machine's control panel. If it is, unlock it. Consult with the network administrator. An error has occurred in this machine. The network cable or printer cable is disconnected. @@A print job is queued in this machine, delaying printing. @@@@The Conflicts dialog box appears. Print is not performed as specified. Probable Cause Some functions cannot be combined.

An incorrect combination of functions have been specified. Incorrect settings have been specified. A combination of functions, although possible in the printer driver, is not possible with this machine. The paper size, orientation, and other settings specified in the application have priority over those specified in the printer driver. Action Do not try to select settings that are dimmed. Check the settings and specify the functions correctly. Check each setting in the printer driver. Enter the correct settings in the application. The watermark cannot be printed. The watermark is not correctly set.

The watermark density is set to a level that is too low. Watermarks cannot be printed in graphics applications. Check the watermark settings. Check the Shading setting. No watermark can be printed in this case.

Check each setting in the printer driver. The staple function cannot be specified. Stapling is not possible if "Media Type" is set to "Thick" or "Transparency". 12-2 C350 Troubleshooting 12 Probable Cause Number of pages that can be stapled when FS-501 is installed: Up to 30 pages Number of pages that can be stapled when FS-601 is installed: Up to 50 pages on Letter/A4 or smaller paper, and up to 25 pages on Legal/B4 or larger paper Number of pages that can be center-stapled when FS-601 is installed: Up to 10 pages Stapling is not possible if the document contains pages of different sizes. Check the document.

Action Change the Copies setting. Symptom Stapling cannot be performed. The stapling position is not as expected. The hole punch function cannot be specified. The orientation setting is not correct. Hole punching cannot be specified if "Booklet", "Transparency", "Thick2", "Thick3", or "Envelope" is selected. Printed pages may be fed out without being punched if the paper is loaded into the paper source with an incorrect orientation. The orientation setting is not correct. FS-601 must be installed in order to specify the folding function. FS-601 must be selected on the "Device Option Setting" tab.

Folding cannot be specified together with stapling or "Thick". Check the stapling position on "Page Layout" of the printer driver setup dialog box. Check each setting in the printer driver. The pages are not punched. Check the orientation setting. The hole punch position is not as expected. The folding function cannot be specified. Check the punch position on "Page Layout" of the printer driver setup dialog box. Select FS-601 on the "Device Option Setting" tab of the printer driver. Check each setting in the printer driver.

Simplify the image to reduce the data size. Load the paper source with paper of the appropriate size and orientation. The image is not printed properly. Paper is not fed from the specified paper source. Available memory space is not sufficient.

Paper will not be fed from the specified paper source if that paper source is loaded with paper of a different size or orientation. To specify access numbers, an optional hard disk and an optional 256 MB memory must be installed on this machine. In addition, the hard disk must be added in the "Device Option Setting" tab of the printer driver. The access number cannot be specified. Add the necessary options.

· Add the hard disk in the "Device Option Setting" tab of the printer driver. C350 12-3 12 Troubleshooting 12-4 C350 www.konicaminolta.net Copyright 4036-7736-01 2004 Printed in Japan 2004.1 .



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