



# Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for KYOCERA FS-2100DN. You'll find the answers to all your questions on the KYOCERA FS-2100DN in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

**User manual KYOCERA FS-2100DN**  
**User guide KYOCERA FS-2100DN**  
**Operating instructions KYOCERA FS-2100DN**  
**Instructions for use KYOCERA FS-2100DN**  
**Instruction manual KYOCERA FS-2100DN**

## OPERATION GUIDE

FS-2100D/FS-2100DN  
FS-4100DN/FS-4200DN/FS-4300DN



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**Manual abstract:**

@@@Refer to them as necessary. Quick Installation Guide Safety Guide Safety Guide (FS-2100D/ FS-2100DN/FS-4100DN/ FS-4200DN/FS-4300DN)  
Describes the procedures for installation of the machine. Provides safety and cautionary information for the installation and use of the machine. Be sure to read this guide before using the machine. Describes the machine installation space, cautionary space, and other information. Be sure to read this guide before using the machine. Product Library disc Operation Guide (This Guide) Describes how to load paper, basic print operations, and troubleshooting. Command Center RX User Describes how to access the machine from a computer via a Web browser to Guide check and change settings. @@@@Describes the native printer language (PRESCRIBE commands). Describes PRESCRIBE command functionality and control for each type of emulation.

Safety Conventions in This Guide The sections of this guide and parts of the machine marked with symbols are safety warnings meant to protect the user, other individuals and surrounding objects, and ensure correct and safe usage of the machine. The symbols and their meanings are indicated below.  
WARNING: Indicates that serious injury or even death may result from insufficient attention to or incorrect compliance with the related points. CAUTION: Indicates that personal injury or mechanical damage may result from insufficient attention to or incorrect compliance with the related points. Symbols The □ symbol indicates that the related section includes safety warnings.

Specific points of attention are indicated inside the symbol. ... [General warning].

.. [Warning of high temperature] The symbol indicates that the related section includes information on prohibited actions. Specifics of the prohibited action are indicated inside the symbol. ... [Warning of prohibited action] ...

[Disassembly prohibited] The □ symbol indicates that the related section includes information on actions which must be performed. Specifics of the required action are indicated inside the symbol. ... [Alert of required action] ... [Remove the power plug from the outlet] ..

[Always connect the machine to an outlet with a ground connection] Please contact your service representative to order a replacement if the safety warnings in this Operation Guide are illegible or if the guide itself is missing (fee required). Note An original which resembles a bank note closely may not be copied properly in some rare cases because this machine is equipped with a counterfeiting prevention function. Contents Legal and Safety Information I Machine Parts Components at the Front/Right of the Printer ..

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By opening this diskette package, you agree to accept the terms and conditions of this Agreement. 3 4 5 6 7 vi Compliance and Conformity This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures: • Reorient or relocate the receiving antenna. • Increase the separation between the equipment and receiver. • Connect the equipment into an outlet on a circuit different from that to which the receiver is connected. • Consult the dealer or an experienced radio/TV technician for help. • The use of a non-shielded interface cable with the referenced device is prohibited.

**CAUTION** — The changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment. This device complies with Part 15 of FCC Rules. Operation is subject to the following two conditions; (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device. \* The above warning is valid only in the United States of America. Interface connectors **IMPORTANT** Be sure to power off the printer before connecting or disconnecting an interface cable.

For protection against static electricity discharge to the printer's internal electronics through the interface connector(s), cover any interface connector that is not in use with the protective cap supplied. Note Use shielded interface cables. Canadian Department of Communications Compliance Statement This Class B digital apparatus complies with Canadian ICES-003. Avis de conformité aux normes du ministère des Communications du Canada Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada. vii Energy Saving Control Function To reduce energy consumption while in a waiting state, the device comes equipped with an energy saving control function for switching to a Sleep Mode where power consumption is automatically reduced to a minimum after a certain amount of time elapses since the device was last used.

For details, refer to Energy Saver Function on page 2-21. Sleep The device automatically enters Sleep when 1 minute has passed since the device was last used. The amount of time of no activity that must pass before Sleep is activated may be lengthened. For more information, refer to Sleep Timer (Sleep timer timeout time) section. There are two sleep modes: Quick Recovery and Energy Saver. The default setting is Energy Saver mode. Quick Recovery Mode The recovery from the sleep mode is faster than when using Energy Saver Mode. The machine automatically recovers and prints when a job is detected. Energy Saver Mode Makes it possible to reduce energy consumption even further than with Quick Recovery Mode. Power Off Timer If the printer is not used while in sleep mode, the power automatically turns off.

The Power Off Timer is used to set the time until the power turns off. The factory setting for the time until the power turns off is 1 hour. Duplex Printing This printer includes duplex printing as a standard function. For example, by printing two single-sided originals onto a single sheet of paper as a duplex printing, it is possible to lower the amount of paper used. Printing in duplex mode reduces paper consumption and contributes to the conservation of forest resources. Duplex mode also reduces the amount of paper that must be purchased, and thereby reduces cost. It is recommended that machines capable of duplex printing be set to use duplex mode by default. Resource Saving - Paper For the preservation and sustainable use of forest resources, it is recommended that recycled as well as virgin paper certified under environmental stewardship initiatives or carrying recognised ecolabels, which meet EN 12281:2002\*1 or an equivalent quality standard, be used. This machine also supports printing on 64 g/m2 paper. Using such paper containing less raw materials can lead to further saving of forest resources.

\*1: EN12281:2002 "Printing and business paper - Requirements for copy paper for dry toner imaging processes" Your sales or service representative can provide information about recommended paper types.



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Environmental benefits of "Power Management" To reduce power consumption when idle, this machine is equipped with a power management function that automatically activates energy-saving mode when the machine is idle for a certain period of time. Although it takes the machine a slight amount of time to return to READY mode when in energy-saving mode, a significant reduction in energy consumption is possible. It is recommended that the machine be used with the activation time for energy-saving mode set to the default setting. viii Energy Star (ENERGY STAR®) We have determined as a company participating in ENERGY STAR® that this product has earned the ENERGY STAR®.

ENERGY STAR® is a voluntary energy efficiency program with the goal of developing and promoting the use of products with high energy efficiency in order to help prevent global warming. By purchasing ENERGY STAR® qualified products, customers can help reduce emissions of greenhouse gases during product use and cut energy-related costs. EN ISO 7779 Der höchste Schalldruckpegel beträgt 70 dB (A) oder weniger gemäß EN ISO 7779. EKI-ITB 2000

Das Gerät ist nicht für die Benutzung im unmittelbaren Gesichtsfeld am Bildschirmarbeitsplatz vorgesehen. Um störende Reflexionen am Bildschirmarbeitsplatz zu vermeiden, darf dieses Produkt nicht im unmittelbaren Gesichtsfeld platziert werden.

Environment The service environmental conditions are as follows: • Temperature: 50 to 90.5 °F (10 to 32.5 °C) • Humidity: 15 to 80 % However, adverse environmental conditions may affect the image quality. Avoid the following locations when selecting a site for the machine. • Avoid locations near a window or with exposure to direct sunlight. • Avoid locations with vibrations. • Avoid locations with drastic temperature fluctuations. • Avoid locations with direct exposure to hot or cold air. • Avoid poorly ventilated locations. If the floor is delicate against casters, when this machine is moved after installation, the floor material may be damaged.

During printing, some ozone is released, but the amount does not cause any ill effect to one's health. If, however, the machine is used over a long period of time in a poorly ventilated room or when printing an extremely large number of copies, the smell may become unpleasant. To maintain the appropriate environment for print work, it is suggested that the room be properly ventilated. ix Cautions when Handling Consumables Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns. Keep parts which contain toner out of the reach of children. If toner happens to spill from parts which contain toner, avoid inhalation and ingestion, as well as contact with your eyes and skin. • If you do happen to inhale toner, move to a place with fresh air and gargle thoroughly with a large amount of water. If coughing develops, contact a physician. • If you do happen to ingest toner, rinse your mouth out with water and drink 1 or 2 cups of water to dilute the contents of your stomach.

If necessary, contact a physician. • If you do happen to get toner in your eyes, flush them thoroughly with water. If there is any remaining tenderness, contact a physician. • If toner does happen to get on your skin, wash with soap and water. Do not attempt to force open or destroy parts which contain toner.

Other precautions Return the exhausted toner container and waste toner box to your dealer or service representative. The collected toner container and waste toner box will be recycled or disposed in accordance with the relevant regulations. Store the machine while avoiding exposure to direct sunlight. Store the machine in a place where the temperature stays below 40°C while avoiding sharp changes of temperature and humidity. If the machine will not be used for an extended period of time, remove the paper from the cassette and the Multi Purpose (MP) Tray, return it to its original package and reseal it.

x SAFETY OF LASER BEAM (USA) 1. Safety of laser beam This machine has been certified by the manufacturer to Class 1 level under the radiation performance standards established by the U.S.DHHS (Department of Health and Human Services) in 1968. This indicates that the product is safe to use during normal operation and maintenance. The laser optical system, enclosed in a protective housing and sealed within the external covers, never permits the laser beam to escape. 2. The CDRH Act A laser-product-related act was implemented on Aug. 2, 1976, by the Center for Devices and Radiological Health (CDRH) of the U.S.

Food and Drug Administration (FDA). This act prohibits the sale of laser products in the U.S. without certification, and applies to laser products manufactured after Aug. 1, 1976. The label shown below indicates compliance with the CDRH regulations and must be attached to laser products marketed in the United States. On this machine, the label is on the inside of the top cover. FS-xxxxxx 3. Optical unit When checking the optical unit, avoid direct exposure to the laser beam, which is invisible. Shown at below is the label located on the cover of the optical unit.

4. Maintenance For safety of the service personnel, follow the maintenance instructions in the other section of this manual. xi Safety Instructions Regarding the Disconnection of Power (USA) Caution: The power plug is the main isolation device! Other switches on the equipment are only functional switches and are not suitable for isolating the equipment from the power source. Attention: Le débranchement de la fiche secteur est le seul moyen de mettre l'appareil hors tension. Les interrupteurs sur l'appareil ne sont que des interrupteurs de fonctionnement: ils ne mettent pas l'appareil hors tension.

WARNING This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures: • Reorient or relocate the receiving antenna.

- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.
- The use of a non-shielded interface cable with the referenced device is prohibited.



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*.. 1-3 Components at the Rear of the Printer ...*

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*... 1-4 Operation Panel ..*

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*. 1-5 1-1 Machine Parts Components at the Front/Right of the Printer 1 3 2 4 5 6 11 7 8 9 10 1 2 3 4 5 6 7 8 9 Paper Stopper Top Tray Paper Width Guides (MP tray) MP (Multi-Purpose) Tray Support Tray Section of the MP Tray Cassette 1 Operation Panel USB Memory Slot Power Switch 10 Handholds 11 Paper Size Window Components at the Left of the Printer 12 13 14 12 Left Cover 13 Waste Toner Box 14 Handholds 1-2 Machine Parts Internal Components 15 16 17 18 19 22 25 24 23 26 21 20 15 Top Cover 16 Toner Container 17 Lock Lever 18 Front Cover 19 Duplex Front Cover 20 Developer Unit 21 Registration Roller 22 Paper Width Guides 23 Paper Width Adjusting Tab 24 Paper Length Guide 25 Paper Length Adjusting Tab 26 Paper Size Dial 1-3 Machine Parts Components at the Rear of the Printer 27 33 28 29 30 31 32 35 34 36 FS-2100D/FS-2100DN 27 Option Interface Slot 28 Network Interface Connector (Only network compatible models) 29 USB Port (For Card Authentication Kit) 30 USB Interface Connector 31 Interface Cover 32 Power Cord Connector Cover 33 Fuser Cover 34 Rear Cover 35 Power Cord Connector 36 Envelope Switch (Supported on FS-2100D/FS-2100DN.) 1-4 Machine Parts Operation Panel 37 38 39 40 41 46 42 47 43 44 48 49 50 45 51 37 Ready Indicator 38 Data Indicator 39 Attention Indicator 40 Message Display 41 [Left Select] Key 42 [Logout] Key 43 [Menu] Key 44 [Back] Key 45 Numeric Keys 46 [Right Select] Key 47 [Cancel] Key 48 Arrow Keys 49 [OK] Key 50 [Clear] Key 51 [Document Box] Key 1-5 Machine Parts 1-6 2 Preparation before Use This chapter contains explanations on the following topics: Changing Network Interface Parameters.....*

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..... 2-2 Printing a Status Page .....

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..... 2-6 Installing Software ..

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.. 2-7 Status Monitor ...

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*. 2-13 Uninstalling Software (Windows PC) .....*

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*..... 2-16 Command Center RX ..*

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*. 2-17 Power On/Off ....*

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*..... 2-20 Energy Saver Function...*



For details of the settings, refer to Network (Network settings) on page 4-54. Also, for how to use the Menu Selection System, refer to Using the Menu Selection System on page 4-7.

Note When entering an IP Address manually, check the IP Address, Subnet Mask and Default Gateway with the system administrator. Menu: a b 1 Report Print \*\*\*\*\*2 USB Memory 3 Counter [ Exit ] 1 While the printer displays Ready to print., Please wait. and Processing., press [Menu]. The mode selection menu is displayed. Network: a b 1 TCP/IP Settings \*\*\*\*\*2 Restart Network [ Exit ] 2 3 Press  or  to select Network. Press [OK]. The Network menu screen appears. 2-3 Preparation before Use Checking that TCP/IP is On This is an explanation of the method for setting for IPv4, but TCP/IP should also be On when setting for IPv6.

TCP/IP Settings: a b 1 TCP/IP \*\*\*\*\*2 IPv4 Setting 3 IPv6 Setting [ Exit ] 4 Select TCP/IP Settings and press [OK]. The TCP/IP Settings menu screen appears. TCP/IP: a b 1 Off 2 \*On \*\*\*\*\*- 5 6 Press  or  to select TCP/IP. Press [OK]. The TCP/IP screen appears. 7 Check that On is selected. If Off is selected, then press  or  to select On. Note "\*" is displayed for the setting which has been selected. TCP/IP Settings: a b 1 TCP/IP \*\*\*\*\*2 IPv4 Setting 3 IPv6 Setting [ Exit ] 8 Press [OK]. The TCP/IP setting is set and the TCP/IP Settings menu reappears. Switching DHCP to Off or On Select On when using a DHCP server to automatically obtain an IP Address. Select Off to enter an IP Address. IPv4 Setting: a b 1 DHCP \*\*\*\*\*2 Auto-IP 3 IP Address [ Exit ] 9 10 Press  or  to select IPv4 Setting. Press [OK]. The IPv4 Setting menu screen appears.

DHCP: a b 1 Off 2 \*On \*\*\*\*\*- 11 12 Press  or  to select DHCP. Press [OK]. The DHCP screen appears. 13 Press  or  to select Off or On. 2-4 Preparation before Use IPv4 Setting: a b 1 DHCP \*\*\*\*\*2 Auto-IP 3 IP Address [ Exit ] 14 Press [OK].

The DHCP setting is set and the IPv4 Setting menu reappears. Note DHCP becomes effective when On is selected. Press [Menu] to end the mode selection menu. When Off is set, continue on to enter the IP Address. Entering the IP address If DHCP is set to Off, enter the IP Address manually. IP Address: /\*0. 0. 0. 0 a b 15 16 Press  or  to select IP Address. Press [OK].

The IP Address screen appears. 17 Use the numeric keys or  or  to set the IP address. You can set any value between 000 and 255. Increase or reduce the figures by pressing  or . Use  and  to move the position being entered, which is shown highlighted. IPv4 Setting: a b 1 DHCP 2 Auto-IP 3 IP Address \*\*\*\*\*[ Exit ] 18 Press [OK]. The IP address is stored and the IPv4 Setting menu reappears. Entering the Subnet Mask When DHCP is set to Off, enter the Subnet Mask manually. Subnet Mask: /\*0. 0.

0. 0 a b 19 20 Press  or  to select Subnet Mask. Press [OK]. The Subnet Mask screen appears. 21 Use the numeric keys or  or  to set the subnet mask.

You can set any value between 000 and 255. The method for entering is the same as for the IP Address. IPv4 Setting: a b 4 Subnet Mask \*\*\*\*\*5 Default Gateway 6 Bonjour [ Exit ] 22 Press [OK]. The subnet mask setting is stored and the IPv4 Setting menu reappears. 2-5 Preparation before Use Entering the Default Gateway When DHCP is set to Off, enter the Default Gateway manually.

Default Gateway: /\*0. 0. 0. 0 a b 23 24 Press  or  to select Default Gateway. Press [OK]. The Default Gateway screen appears. 25 Use the numeric keys or press  or  to set the default gateway. You can set any value between 000 and 255. The method for entering is the same as for the IP Address. 26 Press [OK].

The default gateway is stored and the IPv4 Setting menu reappears. This completes the network settings. Press [Menu] and end the mode selection menu. Note When the network settings have been changed, restart the network card of the device. This is mandatory to make the settings effective. For details, refer to Restart Network (Restarting the network card) on page 4-61. Printing a Status Page After completing the network settings, print a status page. The status page allows you to confirm a range of information, including network addresses and network protocols. To print a status page, select Status Page from the Report Print menu. Refer to Report Print on page 4-10 for detailed information.

2-6 Preparation before Use Installing Software Ensure the printer is plugged in and connected to the PC before installing the printer driver and utilities from the Product Library disc. Software The following software can be installed from the provided Product Library disc. In Express Mode, the KX Driver and Fonts are installed automatically. In Custom Mode, select and install the software. : Installed as standard.

: Installed if selected. Installation Method Software Function Description Express Mode Custom Mode KX DRIVER Print Driver for printing files on a computer with the machine. This printer driver enables full use of the machine's features. Printer driver for the XPS (XML Paper Specification) format developed by Microsoft Corporation. (Windows 7, Windows Vista, Windows Server 2008/R2 only.)

) A Microsoft Mini Driver type driver which emulates and outputs both PCL and KPDL. KPDL is Kyocera's implementation of the PostScript language. With this driver, it is only possible to use a limited number of all the functions of the machine and the optional functions there are. Utility that enables the machine, when connected to a network, to be monitored. Simple printing of PDF documents. These are the screen fonts equivalent to the printer fonts. — KX XPS DRIVER PCL mini-driver KPDL mini-driver — — KYOCERA Net Viewer Utility KYOCERA Net Direct Print Fonts — — Installing the Software in Windows If you are connecting this printer to a Windows PC, follow the next steps to install the printer driver. The example shows you how to connect your printer to a Windows 7. Note In Windows operating systems, you must be logged on with administrator rights to install the printer driver. You can use either Express Mode or Custom Mode to install the software.

Express Mode automatically detects connected printers and installs the required software. Use Custom Mode if you want to specify the printer port and select the software to be installed. 1 2 Turn on the computer and start up Windows. If the Welcome to the Found New Hardware Wizard dialog box displays, select Cancel. Insert the Product Library disc supplied with the printer into the optical drive of the PC. In Windows 7, Windows Server 2008/R2 and 2-7 Preparation before Use Windows Vista, the user account management window appears. Click Yes. The installation program launches. Note If the software install wizard does not launch automatically, open the Product Library disc window in Windows Explorer and double-click Setup.



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exe.

3 Click View License Agreement and read the License Agreement. Click Accept. 4 Click Install software. The software install wizard starts up. From this point, the procedure differs depending on your version of Windows and your connection method.

Proceed to the correct procedure for your connection type. • Express Mode • Custom Mode Express Mode In Express Mode, the installer automatically detects the printer when it is turned on. Use Express Mode for standard connection methods. 1 In the installation method selection window, select Express Mode. The print system detection window appears and the installer detects the connected printers.

If the installer does not detect a print system, check that the print system is connected via USB or a network and that it is turned on. Then return to the print system detection window. Note While the information shown in Windows 7 and Windows Vista/Windows XP installation dialog boxes differs slightly, the installation procedure is the same. Network connection is only on network compatible models. 2-8 Preparation before Use 2 Select the print system to be installed and click Next. Note If the Found New Hardware Wizard appears, click Cancel. If a hardware installation warning message appears, click Continue.

3 You can customize the print system name in the installation settings window. This will be the name displayed in the Printer window and in the printer lists displayed in applications. Specify whether to share the print system name or set the print system as an existing printer and then click Next.

**IMPORTANT** Step 3 only appears if the print system is connected via a network. It does not appear if the print system is connected via a USB. Network connection is only on network compatible models. 4 A window appears in which you can check the settings. Check the settings carefully and then click Install.

Note If the Windows security window appears, click Install this driver software anyway. 5 A message appears saying that the printer has been installed successfully. Click Finish to exit the printer installation wizard and return the Product Library disc main menu. If the device setup dialog box appears after you click Finish, you can specify the settings for items such as optional features installed in the print system. You can also specify the device settings after you exit the installation.

For details, refer to the Printer Driver User Guide on the Product Library disc. This completes the printer driver installation procedure. Follow the on-screen instructions to restart the system, if required. Custom Mode Use Custom Mode if you want to specify the printer port and select the software to be installed.

For example, if you do not want fonts installed on your computer to be replaced, select Custom Mode and deselect the Fonts checkbox in the utility tab.

1 2 Select Custom Mode. Following the instructions in the install wizard window, select the software packages to be installed and specify the port, etc. For details, refer to the Printer Driver User Guide on the Product Library disc. 2-9 Preparation before Use Installation on a Macintosh 1 2 3 4 Turn on the printer and the Macintosh. Insert the Product Library disc supplied with the printer into the optical drive of the Macintosh.

Double click the Product Library disc icon displayed on the desktop. Double-click either OS X 10.4 Only or OS X 10.5 or higher depending on your Mac OS version. 5 Double-click Kyocera OS X 10.x. 6 7 The printer driver installation program starts up. Choose Destination Select, Installation Type and then install the printer driver as directed by the instructions in the installation software. Note In addition to Standard Install, the Installation Type options include Custom Install, which allows you to specify the components to be installed. **IMPORTANT** In the Authentication screen, enter the name and password used to log in to the operating system.

This completes the printer driver installation. Next, specify the print settings. If an IP or AppleTalk connection is used, the settings below are required. If a USB connection is used, the printer is automatically recognized and connected. 8 Open System Preferences and click Print & Fax. 2-10 Preparation before Use 9 Click the plus symbol (+) to add the installed printer driver. 10 Click the IP icon for an IP connection and then enter the IP address and printer name. For a Bonjour connection, click the default icon and select the printer for which Bonjour appears in Connection. 2-11 Preparation before Use 11 Select the installed printer driver and click Add. 12 Select the options available for the printer and click Continue.

13 The selected printer is added. This completes the printer setup procedure. 2-12 Preparation before Use Status Monitor The Status Monitor monitors the printer status and provides an ongoing reporting function. It also allows you to specify and modify settings for printers not included in the KX driver. The Status Monitor is installed automatically during KX driver installation.

Accessing the Status Monitor Use either of the methods listed below to launch the Status Monitor. • Launch when printing starts: When you specify a printer and start a print job, one Status Monitor is launched for each printer name. If Status Monitor startup is requested from multiple printers, Status Monitors are launched for each printer that issues the request. • Launch from the KX driver properties: Click the Status Monitor button in the Advanced tab. Then click Open Status Monitor button in the Status Monitor dialog box to launch the Status Monitor.

Exiting the Status Monitor Use either of the methods listed below to exit the Status Monitor. • Exit manually: Right-click the Status Monitor icon in the taskbar and select Exit in the menu to exit the Status Monitor. • Exit automatically: The Status Monitor automatically shuts down after 5 minutes if it is not being used.

Screen Overview The screen overview of the Status Monitor is as follows. Pop-up window 3D View Status Monitor icon Pop-up window If an information notification event occurs, a pop-up window appears. This window only appears when the 3D View is open on the desktop. 3D View This shows the status of the monitored printer as a 3D image. You can choose whether to show or hide the 3D view from the menu displayed when you right-click the Status Monitor icon. If an information notification event occurs, the 3D view and an alert sound are used to notify you. For information on the sound notification settings, refer to Notification Settings on page 2-15.

2-13 Preparation before Use Status Monitor icon While the Status Monitor is running, its icon is displayed in the taskbar notification area. When you position the cursor over the icon, the printer name appears. Right-clicking the Status Monitor icon allows you to set the options below. Show/Hide the status monitor Displays or hides the Status Monitor icon. Command Center RX If the printer is connected to a TCP/IP network and has its own IP address, use a web browser to access the Command Center RX to modify or confirm the network settings.



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For more information, refer to the Command Center RX User Guide. Always on top Positions the Status Monitor in front of other active windows. Opacity Adjusts the Status Monitor to let a variable amount of background to show through the image. Select a percentage between 20 to 100. Enlarge window Doubles the size of the Status Monitor window.

Notification... Specify the Notification setting for the Status Monitor. For details, refer to Notification Settings on page 2-15.

www.kyoceradocumentsolutions.com Accesses the KYOCERA Document Solutions global website. Exit Exits the Status Monitor. 2-14 Preparation before Use Notification Settings Use the Notification option to set up the Status Monitor.

The Notification tab contains the following items. **IMPORTANT** To confirm the settings on the Notification tab, the computer requires the sound capabilities such as a sound card and speaker. Enables Event Notification Select to enable or disable monitoring the events in Available events. Sound file A sound file can be selected if you require an audible notification. Click Browse to search for the sound file. Use Text to speech Select this check box to enter text you would like to hear played for events. Although a sound file is unnecessary, this function is applicable for Windows XP or later. To use this function, follow these steps. 1 2 3 Select Enables Event Notification. Select an event to use with the text to speech and playing sound file function in Available events.

Click Browse to notify the event by sound file. Note The available file format is WAV. Select Use Text to speech to hear the text entered in the Text to speech box when an event occurs. Click Play to confirm the sound or text is played correctly. 4 2-15 Preparation before Use Uninstalling Software (Windows PC)

The software can be uninstalled (removed) using the Product Library disc supplied with the printer. **IMPORTANT** On Macintosh computers, because the printer settings are specified using a PPD (PostScript Printer Description) file, the software cannot be uninstalled using the Product Library disc. 1 2 3 4 5 Exit all active software applications. Insert the Product Library disc supplied with the printer into the optical drive. Following the procedure used to install the printer driver, click Remove Software. The Software Remove wizard appears.

Select the software package to remove. Click Uninstall. Note In Windows Vista, the Remove Driver and Package screen appears. Select Remove driver and driver package, and click OK. When KYOCERA Net Viewer or KYOCERA Net Direct Print is installed, separate uninstallers are launched for each application.

Proceed with the uninstallation steps for each application as directed by the on-screen instructions. The uninstaller starts. 6 7 When the Uninstall complete screen appears, click Next. Select whether you restart your computer or not, click Finish. 2-16 Preparation before Use Command Center RX Command Center RX is a tool used for tasks such as verifying the operating status of the machine on the web and changing the settings for security, network printing and advanced networking.

If the E-mail settings are made then it is possible to send notification by E-mail when a job is completed. Note To change settings in Command Center RX, you must log in as an administrator of the machine. The default factory settings are set as shown below. Login User Name: Admin Login Password: Admin The operation procedure for accessing Command Center RX is as follows. 1 2 Start the web browser. In the Address or Location bar, enter the machine's IP address. e.g.) <http://10.183>.

54.29/ The web page displays basic information about the machine and Command Center RX as well as their current status. 3 Select an item from the navigation bar on the left of the screen. The settings must be configured separately depending on the items. If restrictions have been set for Command Center RX, enter the correct user name and password to access pages other than the startup page. For more information, refer to the Command Center RX User Guide. E-mail Setting Specifying the SMTP settings allows you to send notification of the end of a Job via E-mail. To use this function, this machine must be connected to a mail server using the SMTP protocol. Also, check the following: • The network environment used to connect this machine to the mail server A full-time connection via a LAN is recommended. • SMTP Settings Use Command Center RX to register the IP address or host name of the SMTP server. • If limits have been set on the size of E-mail messages, it may not be possible to send large volume E-mails. The procedure for specifying the SMTP settings is explained below. 1 Click Settings -> Advanced -> SMTP -> General. 2-17 Preparation before Use 2 Enter the correct settings in each field. The settings to be specified in the SMTP settings screen are shown below.

Item Description SMTP Protocol SMTP Port Number SMTP Server Name Enables or disables SMTP protocol. To use E-mail, this protocol must be enabled. Set the SMTP Port Number. Normally use the port No. 25.

Enter the SMTP server IP address or its name. The maximum length of the SMTP server name and IP address is 64 characters. If entering the server name, an IP address of DNS server must also be configured. The DNS server address can be entered on the TCP/IP setting screen. Set the amount of time, in seconds, to wait before time-out. Enables or disables the SMTP authentication protocol or sets POP before SMTP as the protocol. The SMTP authentication supports Microsoft Exchange 2000. Authentication can be set from three POP3 accounts or you can choose a different account. When Other is selected for Authentication, the login user name entered here will be used for SMTP authentication. The maximum length of the login user name is 64 characters.

When Other is selected for Authentication, the password entered here will be used for authentication. The maximum length of the login password is 64 characters. Enables or disables the SMTP Security. When this protocol is enabled, either SSL/TLS or STARTTLS must be selected. To enable SMTP security, the SMTP port number may have to be changed according to the server settings. Typically, 465 for SSL/TLS and 25 or 587 for STARTTLS are used for SMTP ports. Set the amount of time to wait, in seconds, before time-out when you have selected POP before SMTP as the Authentication Protocol. This will test if the SMTP connection can be successfully established. Enter the maximum size of E-mail that can be sent in kilobytes. When the value is 0, the limitation for E-mail size is disabled.

Enter the E-mail address of the person responsible for the machine, such as the machine administrator, so that a reply or non-delivery report will go to a person rather than to the machine. The sender address must be entered correctly for SMTP authentication. The maximum length of the sender address is 128 characters. Enter the signature. The signature is free form text that will appear at the end of the Email body.



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It is occasionally used for further identification of the print system. The maximum length of the signature is 512 characters. Enter the domain names that can be permitted or rejected. The maximum length of the domain name is 32 characters. SMTP Server Timeout Authentication Protocol Authenticate as Login User Name Login Password SMTP Security POP before SMTP Timeout Test E-mail Size Limit Sender Address Signature Domain Restriction Dynamic Domain Name System (DDNS) This printer supports DDNS through DHCP.

To use this system, you have to set the DHCP/BOOTP option to On first. Set the DDNS to On to use the DDNS service to update the correspondence of the host names and IP addresses. Refer to the Command Center RX User Guide for the method for setting this. 2-18 Preparation before Use Lock Operation Panel Restricts the operation from the Operation Panel. In order to operate locked menus, it is necessary to be logged in as a user with Administrator authority. The setting of Lock Operation Panel is done from Command Center RX. For the method for the setting, refer to the Command Center RX User Guide. The operations restricted by Lock Operation Panel are as follows. Lock Operation Panel settings Operation Unlock System Menu Report Print USB Memory Counter Paper Settings Print Settings Network Optional Network\*1 Device Common Security\*1 Partial Lock1 Partial Lock2 Partial Lock3 Lock — User/Job Account\*1 Adjust/Maint. Op Functions\*1 Document Box Custom Box Job Box Operation Panel key operation — \*2 — \*2 \*3 — \*4 \*5 — : It is necessary to log in as a user with Administrator authority to operate this.

— : No restrictions. \*1: Regardless of the Lock Operation Panel setting, it is necessary to be logged in as a user with Administrator authority. \*2: The addition and editing of Custom Box are restricted. \*3: Job Box Setting is restricted. \*4: Only [Logout] and operation for canceling printing are effective. \*5: Only [Logout] and [Cancel] for stopping the buzzer are effective. Note Optional Network is only displayed when a network interface kit (IB-50) or wireless network interface kit (IB51) is installed as an option. 2-19 Preparation before Use Power On/Off Power On 1 ON Press the Power switch. **IMPORTANT**

When turning off the power switch, do not turn on the power switch again immediately. Wait more than 5 seconds, and then turn on the power switch. ON Power Off Make sure that the Data indicator is off. 1 Make sure that the Data indicator is off, then press the Power switch. OFF OFF 2-20 Preparation before Use Energy Saver Function Sleep When the set time (factory setting is 1 minute) elapses after the printer is last used, the printer automatically enters sleep mode. The message display backlight and lights turn off to minimize power consumption. This status is referred to as Sleep. There are two sleep modes: Quick Recovery and Energy Saver. The default setting is Energy Saver mode. Quick Recovery Mode The recovery from the sleep mode is faster than when using Energy Saver mode. The message display goes off when sleep mode is entered and the Ready indicator flashes. The machine recovers quickly when [OK] is pressed.

The machine also automatically recovers and prints when a job is detected. If print data is received during Sleep, the print job is performed while the message display remains unlit. To use the printer, press [OK]. The printer will be ready to use within 15 seconds (FS-2100D/FS-2100DN/FS-4100DN), 20 seconds (FS-4200DN), or 25 seconds (FS-4300DN). Note that ambient environmental conditions, such as ventilation, may cause the machine to respond more slowly. For more information about configuring settings, refer to Sleep Timer (Sleep timer timeout time) on page 4-90. Energy Saver Mode This mode reduces power consumption even more than quick recovery mode, and allows Sleep mode to be set separately for each function. **IMPORTANT** Cautions when setting the Energy Saver mode • The data stored on the RAM disk is deleted when the machine goes into Energy Saver mode. • The machine will not recover from sleep mode if printing data is received from a computer via a USB cable. (FS-2100D will recover.

) • An ID card is not recognized when in Energy Saver mode. To use the printer, press [OK]. The time required for the printer to wake up from sleep mode and resume normal operation will be longer than for quick recovery mode. For more information on Energy Saver settings, refer to Sleep Level Set. (Sleep level setting) on page 4-88. Power Off Timer If the printer is not used while in sleep mode, the power automatically turns off. The Power Off Timer is used to set the time until the power turns off. The factory setting for the time until the power turns off is 1 hour. **IMPORTANT** You can set the power off rule and power off timer. For details, refer to Power Off Rule (Power Off Rule setting) on page 4-90 and Power Off Timer (Power off timer settings) on page 4-91. In case of not using the printer for an extended period of time **CAUTION** If this printer will be left unused for an extended period (e.g. overnight), turn it off at the power switch. If the printer will not be used for an even longer period of time (e.g.

vacation), remove the power plug from the outlet as a safety precaution. **CAUTION** Remove paper from the cassettes and seal it in the paper storage bag to protect it from humidity. 2-21 Preparation before Use Loading Paper The following explains the procedure for loading paper in the cassette and the MP tray. Loading Paper into the Cassette The standard cassette holds up to 500 sheets of A4 or smaller plain paper (80 g/m<sup>2</sup>). The following paper sizes are supported: 8-1/2 × 14" (Legal), Oficio II, 8-1/2 × 11" (Letter), Executive, Statement, A4, B5, A5, A6, B6, Folio, 216 × 340 mm, 16K, ISO B5, Envelope DL, Oufuku Hagaki, Envelope C5 and Custom.

**IMPORTANT** You should not use inkjet printer paper or any paper with a special surface coating. (Such papers may cause paper jams or other faults.) When using media types other than plain paper (such as recycled or colored paper), always specify the media type setting. (Refer to Cassette (1 to 5) Type (Setting the cassette paper type) on page 4-32.) The cassettes can hold paper with weights up to 120 g/m<sup>2</sup>. Do not load thick paper that is heavier than 120 g/m<sup>2</sup> in the cassettes. Use the multi purpose tray for paper that is heavier than 120 g/m<sup>2</sup>. Note A6 can only be used in cassette 1. 1 Fan the media (paper/transparencies), then tap it on a level surface to avoid media jams or skewed printing. 2 Cassette Pull the cassette completely out of the machine.

**IMPORTANT** When pulling the cassette out of the machine, ensure it is supported and does not fall out. Bottom Plate 3 (On FS-2100D/FS-2100DN only) Press the bottom plate down until it locks.



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2-22 Preparation before Use 4 Paper Size Window Turn the Paper Size Dial so that the size of the paper you are going to use appears in the Paper Size Window. Note When the Paper Size Dial is set to Other the paper size must be set into the printer on the operation panel. Refer to Cassette (1 to 5) Set. (Settings for the cassettes) on page 428. Paper Size Dial Paper Width Guides 5 Adjust the position of the paper width guides located on the left and right sides of the cassette. Press the paper width adjusting tab and slide the guides to the paper size required. Paper Width Adjusting Tab Note Paper sizes are marked on the cassette. Paper Length Guide 6 Adjust the paper length guide to the paper size required.

Paper Length Adjusting Tab 2-23 Preparation before Use If you are going to use paper that is longer than A4, pull out the paper length guide backwards. Paper Length Guide 7 Load the paper in the cassette. Ensure the side to be printed is facing down and the paper is not folded, curled, or damaged. Clip **IMPORTANT** Do not load paper above the load limits located on the paper width guide. Before loading the paper, be sure that it is not curled or folded. Paper that is curled or folded may cause paper jams. Ensure that the loaded paper does not exceed the load limit (see the illustration on the left). Set the stack of paper so that it is under the clips (see the illustration on the left). The paper length and width guides must be adjusted to the paper size. Loading the paper without adjusting these guides may cause skewed feeding and paper jams.

Be sure that the paper length and width guides rest securely against the paper. If there is a gap, readjust the guides to fit the paper. Load Limit 8 Insert the paper cassette into the slot in the machine. Push it straight in as far as it will go. Note If the machine will not be used for a prolonged period, protect all paper from humidity by removing it from the cassettes and sealing it in the paper storage bag. 9 Select the media type (plain, recycled, etc.) loaded in the cassette. (Refer to Cassette (1 to 5) Type (Setting the cassette paper type) on page 4-32.) 2-24 Preparation before Use Loading Paper into the MP (Multi-Purpose) Tray The multi purpose tray will hold up to 100 sheets of A4 or smaller plain paper (80 g/m<sup>2</sup>). The multi purpose tray accepts paper sizes from A4 to A6 and Hagaki and from Legal to Statement, 216 × 340 mm, Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Envelope #9, Envelope #6, ISO B5, Oufuku Hagaki, Oficio II, 16K, Folio, Youkei 2, Youkei 4 and Custom.

Be sure to use the multi purpose tray when you print on any special paper. **IMPORTANT** When using media types other than plain paper (such as recycled or colored paper), always specify the media type setting. (Refer to Media Type (Paper type setting for the MP tray) on page 4-27.) If you are using a paper weight of 106 g/m<sup>2</sup> or more, set the media type to Thick. The capacity of the multi purpose tray is as follows. • A4 or smaller plain paper (80 g/m<sup>2</sup>): 100 sheets • Hagaki: 1 sheet • OHP film: 1 sheet • Envelope DL, Envelope C5, Envelope #10 (Commercial #10), Monarch, Youkei 4, Youkei 2: 5 sheets • Folio: 20 sheets • Thick paper: 5 sheets Note When you use special paper such as transparencies or thick paper, select the media type by referring to Media Type (Paper type setting for the MP tray) on page 4-27. 1 Fan the media (paper/transparencies), then tap it on a level surface to avoid media jams or skewed printing. 2 MP Tray Pull the MP tray towards you until it stops. 2-25 Preparation before Use Support Tray Section of the MP Tray 3 Pull out the support tray section of the MP tray. 4 Adjust the position of the paper guides on the MP tray.

Standard paper sizes are marked on the MP tray. For standard paper sizes, slide the paper width guides to the corresponding mark. Load Limit 5 Align the paper with the paper guides and insert as far as it will go. **IMPORTANT** Do not load more paper than will fit under the load limits on the inside of the MP tray. Keep the side that was closest the package seal facing up. Curled paper must be uncurled before use. Straighten the top edge if it is curled. When loading paper into the multi purpose tray, check that there is no paper left over in the tray from a previous job before loading the paper. If there is just a small amount of paper left over in the multi purpose tray and you want to add more, first remove the leftover paper from the tray and include it with the new paper before loading the paper back into the tray. 6 Set the MP tray paper size on the printer's operation panel.

Refer to MP Tray Set. (MP tray settings) on page 4-26. 2-26 Preparation before Use Loading Envelopes 5 envelopes may be loaded in the multi purpose tray. Acceptable envelope sizes are as follows. Acceptable Envelope Youkei 2 Youkei 4 Monarch Envelope #10 (Commercial #10) Envelope DL Envelope C5 Executive Envelope #9 (Commercial #9) Envelope #6 (Commercial #6 3/4) Size 114 × 162 (mm) 105 × 235 (mm) 3 7/8" × 7 1/2" 4 1/8" × 9 1/2" 110 × 220 (mm) 162 × 229 (mm) 7 1/4" × 10 1/2" 3 7/8" × 8 7/8" 3 5/8" × 6 1/2" Switching to Envelop Mode (FS-2100D/FS-2100DN) To print on an envelope, follow the procedure below to switch to envelope mode. Note When the printing on envelopes is completed, return the envelope switch to its original position (at the bottom). 1 Open the rear cover. 2 To print on an envelope, raise the envelope switch. **CAUTION** The fuser unit inside the printer is hot. Do not touch it with your hands as it may result in burn injury.

Envelope Switch 2-27 Preparation before Use 3 Close the rear cover. Loading Envelopes into the MP (Multi-Purpose) Tray 1 Fan the envelopes, then tap it on a level surface to avoid envelope jams or skewed printing. 2 MP Tray Pull the MP tray towards you until it stops. Support Tray Section of the MP Tray 3 Pull out the support tray section of the MP tray. 2-28 Preparation before Use 4 Adjust the position of the paper width guides on the MP tray. 5 Align the paper with the paper guides and insert as far as it will go. 6 For portrait form envelopes, open the flap. Insert the envelope all the way along the width guides, keeping the printing side face-up and the edge with the flap facing towards you. For landscape form envelopes, close the flap. Insert the envelope all the way along the width guides, keeping the printing side face-up and the edge with the flap facing towards the left.

When you load envelopes or cardstock in the multi purpose tray Load envelope with the print side facing up. Close the flap. Return postcard (Oufuku Hagaki) Cardstock (Hagaki) Portrait form envelopes Landscape form envelopes Open the flap. Note Use unfolded return postcard (Oufuku Hagaki). 2-29 Preparation before Use **IMPORTANT** How to load envelopes (orientation and facing) will differ depending on the type of envelope.



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