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You can read the recommendations in the user guide, the technical guide or the installation guide for KYOCERA FS-C2026MFP. You'll find the answers to all your questions on the KYOCERA FS-C2026MFP 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-C2026MFP
User guide KYOCERA FS-C2026MFP
Operating instructions KYOCERA FS-C2026MFP
Instructions for use KYOCERA FS-C2026MFP
Instruction manual KYOCERA FS-C2026MFP

OPERATION GUIDE

FS-C2026MFP/FS-C2126MFP



Ecosys

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Manual abstract:

We recommend the use of our own brand supplies. @@@@Refer to them as necessary. Quick Installation Guide Describes the procedures for installation of the machine, frequently-used operations, routine maintenance, and troubleshooting action. Safety Guide Provides safety and cautionary information for the installation and use of the machine. Be sure to read this guide before using the machine. Safety Guide (FS-C2026MFP/FS-2126MFP) Describes the machine installation space, cautionary space, and other information. Be sure to read this guide before using the machine. CD-ROM (Product Library) Operation Guide (This Guide) Describes how to load paper, basic copy, print and scan operations, and troubleshooting. @@@@Specific points of attention are indicated inside the symbol. .

... [General warning] ..

.. [Warning of danger of electrical shock] ...

. @@Specifics of the prohibited action are indicated inside the symbol. [Warning of prohibited action]

@@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.

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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 copying, 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 making an extremely large number of copies, the smell may become unpleasant.

To maintain the appropriate environment for copy work, it is suggested that the room be properly ventilated. xxi Cautions when handling consumables CAUTION Do not attempt to incinerate the toner container or the waste toner box. Dangerous sparks may cause burns. Keep the toner container and the waste toner box out of the reach of children. If toner happens to spill from the toner container or the waste toner box, 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 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 the toner container or the waste toner box. xxii 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. If using the products with the fax function installed the main power switch is off, transmitting/receiving Fax is disabled. Do not turn off the main power switch, but press the Power key on the operation panel to enter Sleep mode.

xxiii Laser Safety (Europe) Laser radiation could be hazardous to the human body. For this reason, laser radiation emitted inside this machine is hermetically sealed within the protective housing and external cover. In the normal operation of the product by user, no radiation can leak from the machine. This machine is classified as Class 1 laser product under IEC 60825-1:2007. Caution: Performance of procedures other than those specified in this manual may result in hazardous radiation exposure.

These labels are attached to the laser scanner unit inside the machine and are not in a user access area. The label shown below is attached on the rear side of the machine. xxiv 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.



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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 rear. FS-C2026MFP FS-C2126MFP xxv 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. xxvi 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. 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 and RSS-Gen of IC

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. Radio Tag Technology In some countries the radio tag technology used in this equipment to identify the toner container may be subject to authorization and the use of this equipment may consequently be restricted. MERCURY WARNING THE LAMP(S) INSIDE THIS PRODUCT CONTAIN MERCURY AND MUST BE RECYCLED OR DISPOSED OF ACCORDING TO LOCAL, STATE OR FEDERAL LAWS. Other precautions (for users in California, the United States) This product contains a CR Coin Lithium Battery which contains Perchlorate Material - special handling may apply. See www.dtsc.

ca.gov/hazardouswaste/perchlorate. xxvii Warranty (USA) FS-C2026MFP/FS-C2126MFP MULTIFUNCTIONAL PRODUCT LIMITED WARRANTY Kyocera Mita America, Inc. and Kyocera Mita Canada, Ltd. (both referred to as "Kyocera") warrant the Customer's new Multifunctional Product (referred to as "MFP"), and the new accessories installed with the initial installation of the MFP, against any defects in material and workmanship for a period of one (1) year, or 200,000 copies/prints from date of installation, whichever first occurs. In the event the MFP or an accessory is found to be defective within the warranty period, Kyocera's only obligation and the Customer's exclusive remedy shall be replacement of any defective parts. Kyocera shall have no obligation to furnish labor. This warranty is valid only for the original retail purchaser (referred to as the "Customer") of a new Kyocera MFP in the United States of America or Canada, based upon the country of purchase. In order to obtain performance of this warranty, the Customer must immediately notify the Authorized Kyocera Dealer from whom the product was purchased. If the Kyocera Dealer is not able to provide service, write to Kyocera at the address below for the name and address of the Authorized Kyocera Dealer in your area or check Kyocera's website at www.

kyoceramita.com/us. This warranty does not cover MFP's or accessories, which: (a) have become damaged due to operator negligence, misuse, accidents, improper storage or unusual physical or electrical stress, (b) have used parts or supplies which are not genuine Kyocera brand parts or supplies, (c) have been installed or serviced by a technician not employed by Kyocera or an Authorized Kyocera Dealer, or (d) have had the serial number modified, altered, or removed. This warranty does not cover Maintenance Kits or the components of Maintenance Kits, which consist of the drum unit, the developing unit, the transfer belt, and the fixing unit which have a separate warranty. This warranty gives the Customer specific legal rights.

The Customer may also have other rights, which vary from state to state, or province to province. Neither the seller, nor any other person, is authorized to extend the time period or expand this warranty on behalf of Kyocera. THIS WARRANTY IS MADE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED, AND KYOCERA SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THIS WARRANTY SHALL NOT EXTEND TO, AND KYOCERA SHALL NOT BE LIABLE FOR, ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES WHICH MAY ARISE OUT OF THE USE OF, OR INABILITY TO USE, THE MFP.

xxviii Legal Restriction on Copying/Scanning . . It may be prohibited to copy/scan copyrighted material without permission of the copyright owner. Copying/Scanning the following items is prohibited and may be penalized by law. It may not be limited to these items. Do not knowingly copy/scan the items that are not to be copied/ scanned. Paper money Bank note Securities Stamp Passport Certificate . Local laws and regulations may prohibit or restrict copying/scanning of other items not mentioned above. xxix xxx Legal and Safety Information Please read this information before using your machine. This chapter provides information on the following topics. Legal Information....

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.. xxxii Regarding Trade Names

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..... xxxiii Energy Saving Control Function.



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xxxvii About this Operation Guide

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By opening this diskette package, you agree to accept the terms and conditions of this Agreement. xxxvi Energy Saving Control Function The device comes equipped with a Sleep Mode where copier, printer and fax functions remain in a waiting state but power consumption is still reduced to a minimum when there is no activity with the device within a set amount of time. Sleep The device automatically enters Sleep when 1 minute has passed since the device was last used. Automatic authentication does not take place in sleep mode or energy saver mode. To continue the installation, press the Power key to wake the machine from sleep mode or energy saver mode.

Automatic 2-Sided Copy Function This device includes 2-sided copying as a standard function. For example, by copying two 1-sided originals onto a single sheet of paper as a 2-sided copy, it is possible to lower the amount of paper used. For more information see Duplex Copying on page 3-16. Paper Recycling This device supports the recycled paper which reduces the load on the environment. Your sales or service representative can provide information about recommended paper types. Energy Star (ENERGY STAR®) Program We have determined as a participating company in the International Energy Star Program that this product is compliant with the standards laid out in the International Energy Star Program. xxxvii About this Operation Guide This Operation Guide contains the following chapters. Chapter 1 - Part Names Identifies machine parts and operation panel keys. Chapter 2 - Preparation before Use Explains adding paper, placing originals, connecting the machine, and necessary configurations before first use. Chapter 3 - Basic Operation Describes the procedures for basic copying, printing and scanning.

Chapter 4 - Copying Functions Describes the functions you can use when copying. Chapter 5 - Sending Functions Describes the functions you can use when sending originals. Chapter 6 - Document Box Provides a basic guide to using document boxes. Chapter 7 - Status / Job Cancel Explains how to check the job status and job history and how to cancel jobs being printed or waiting to print. Also explains how to check the remaining paper and device status and how to cancel a transmission Chapter 8 - Default Setting (System Menu) Describes the System Menu options for general machine operation. Chapter 9 - Maintenance Describes cleaning and toner or waste toner box replacement. Chapter 10 - Troubleshooting Explains how to handle error messages, paper jams and other problems. Chapter 11 - Management Explains user login administration and job accounting. Appendix Explains how to enter characters, and lists the machine specifications. Introduces the convenient optional equipment available for this machine. Provides information on media types and paper sizes. Also includes a glossary of terms. xxxviii Conventions in This Guide The following conventions are used depending on the nature of the description.



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Convention **Bold** [Regular] *Italic* Description Indicates the operation panel keys or a computer screen. Indicates a selection item on the Message Display. Indicates a message displayed on the Message Display. Used to emphasize a key word, phrase or references to additional information. Note Indicates supplemental information or operations for reference. Indicates items that are required or prohibited so as to avoid problems. Indicates what must be observed to prevent injury or machine breakdown and how to deal with it.

A link function allows you to jump to a related page. Position the pointer over the underlined text until the pointer changes to a hand with appointing finger (). Then click the text. (In the Contents, Index and Menu Map, the linked areas are not underlined.) Example Press the Start key. Select [System]. Ready to copy is displayed. For details on Network FAX, refer to the FAX Operation Guide. NOTE: Important IMPORTANT: Caution CAUTION: Refer to Contents. Underline xxxix xl 1 Part Names This chapter identifies the machine parts and operation panel keys.

· · Operation Panel.....

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1-2 Machine

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.. 1-4 1-1 Part Names Operation Panel Displays the System Menu/Counter menu screen, where you can check the system settings and counters. Displays the Document Box screen, where you can operate the document box and USB memory. Displays the Status screen, where you can check the status, print a status report, and pause or cancel the job in process.

Displays the Copy screen, where you can make settings required for copying. Displays the Address Book screen, where you can add, edit and delete destinations. Calls the previous destination. Also used to enter a pause when entering a FAX number.* Displays the Add Destination screen, where you can add destinations.

Switches between on-hook and off-hook when manually sending a FAX.* Message Display. Check what is shown here while operating the machine. Selects the menu displayed at the lower right in the Message Display. Displays the FAX screen, where you can send a FAX.* Displays the Send screen, where you can send an e-mail, folder (SMB/FTP) or FAX*. Used to register, call and delete destinations to the one-touch key numbers (1 to 22). Shifts to switch the one-touch key numbers (1 to 11 and 12 to 22). Indicator is lit while shifted (12 to 22). Selects auto color mode.

Selects full color mode. Selects black and white mode. Selects the menu displayed at the lower left in the Message Display. Blinks while print data is being received or data is transmitted. Blinks while the machine is accessing the memory. * Only on products with the fax function installed. 1-2 Part Names 1 Clears entered numbers and characters. Resets settings and displays the basic screen. Used to select a menu item, move the cursor when entering characters, change a value, etc. Puts the machine to sleep or wakes it up.

Selects the chosen item or finalizes the entered value. Displays the function menu for copy, print, transmission and document box. Lit when the machine's main power is on. Numeric keys. Enter numbers and symbols.

Returns the Message Display to the previous screen. Lights or blinks when an error occurs. Ends operation (logs out) on the Administration screen. Used to register or recall programs. Cancels the printing job in progress.

Starts copying and scanning operations and processing for setting operations. 1-3 Part Names Machine 1 2 3 6 4 5 7 1 2 3 4 5 6 7 Operation Panel Top Cover (Top Tray) Paper Stopper MP (Multi-Purpose) Tray Paper Cassette USB Memory Slot Main Power Switch 8 9 10 11 12 13 8 9 Black Toner Container (K) Magenta Toner Container (M) 10 Cyan Toner Container (C) 11 Yellow Toner Container (Y) 12 Waste Toner Cover 13 Waste Toner Box 1-4 Part Names 1 14 15 16 14 Paper Transfer Unit 15 Paper Ramp 16 Duplex Unit 17 18 19 20 21 22 25 26 23 24 17 LINE connector* 18 TEL connector* 19 USB Interface Connector 20 Network Indicators 21 Network Interface Connector * Only on products with the fax function installed 1-5 Part Names 22 USB Memory Slot 23 Right Cover 24 Power Cord Connector 25 Rear Cover 26 Rear Cover Lever 27 28 29 30 31 32 33 35 34 27 Original Width Guides 28 Document Processor Cover 29 Opening Handle* 30 Original Table 31 Original Stopper 32 Original Eject Table 33 Top Cover Lever* 34 Handles for moving 35 Platen * To prevent toppling, the top tray and document processor cannot be opened at the same time. 1-6 2 Preparation before Use This chapter explains the preparations before using this equipment for the first time as well as the procedures for loading papers and originals. Check bundled items

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2-2 Determining the Connection Method and Preparing Cables

. 2-3 Connecting Cables

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. 2-5 Power On/Off....

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2-7 Sleep and Auto Sleep.....

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..... 2-11 Network Setup (LAN Cable Connection) ...

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..... 2-14 Installing Software ...

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. 2-22 COMMAND CENTER (Settings for E-mail)

..... 2-23 Sending E-mail ...

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..... 2-24 Loading Paper

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..... 2-26 Loading Originals....

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.. 2-44 Installing Printer Driver

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.... 2-47 2-1 Preparation before Use Check bundled items Check that the following items have been bundled.

..... Quick Installation Guide Safety Guide Safety Guide (FS-C2026MFP/FS-C2126MFP) CD-ROM (Product Library) CD-ROM (TWAIN compatible application) Documents Contained in the Included CD-ROM The following documents are contained in the included CD-ROM (Product Library). Refer to them as necessary. Documents Operation Guide (This Guide) Fax Operation Guide KYOCERA COMMAND CENTER Operation Guide Printer Driver User Guide Network FAX Driver Operation Guide KM-NET for Direct Printing Operation Guide KMnet Viewer User Guide PRESCRIBE Commands Technical Reference PRESCRIBE Commands Command Reference 2-2 Preparation before Use Determining the Connection Method and Preparing Cables Check the method to connect the equipment to a PC or network, and prepare the necessary cables. Connection Example Determine the method to connect the equipment to a PC or network by referring to the illustration below. Connecting a scanner to your PC network with a network cable (100BASE-TX or 10BASE-T) COMMAND CENTER Administrator's PC 2 Network Send E-mail Sends the image data of scanned originals to the desired recipient as a file attached to an E-mail message. Network settings, Scanner default settings, User and destination registration Printing MFP Network USB Send SMB Saves the scanned image as a data file on your PC. Network Network FAX Network Network Send FTP Sends the scanned image as a data file on the FTP. FAX FAX Network TWAIN Scanning Network * Only on products with the fax function installed WIA Scanning TWAIN and WIA are standardized interface for communication between software applications and image acquisition devices.



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2-3 Preparation before Use Preparing Necessary Cables The following interfaces are available to connect the equipment to a PC. Prepare the necessary cables according to the interface you use.

Available Standard Interfaces Function Printer/Scanner /TWAIN Scanning/WIA Scanning/ Network FAX* Printer Interface Network interface Necessary Cable LAN (10Base-T or 100Base-TX, Shielded) USB interface USB2.0 compatible cable (Hi-Speed USB compliant, Max. 5.0 m, Shielded) * Network FAX and FAX functions available only on products with the fax function installed. For details on Network FAX, refer to the FAX Operation Guide. 2-4 Preparation before Use Connecting Cables Follow the steps below to connect cables to the machine. 1 Off On If the machine power is on, press the power key on the operation panel and make sure that the message displayed and memory light are off. Then, press the main power switch to turn off the power. 2 2 Connect the machine to the PC or your network device. When using the network interface, remove the cap.

3 Remove the Power Cord Connector Cover. 1 2 2-5 Preparation before Use 4 Connect one end of the supplied power cable to the machine and the other end to a power outlet. IMPORTANT: Only use the power cable that comes with the machine. 5 Replace the Power Cord Connector Cover. 6 Turn the main power switch on.

The machine begins to warm up. Off On 7 When connecting the network cable, configure the network. For details, refer to Network Setup (LAN Cable Connection) on page 2-14. 2-6 Preparation before Use Power On/Off Power On When the main power indicator is lit. . Press the Power key. 2 When the main power indicator is off... Turn the main power switch on. Off IMPORTANT: When turning off the main power switch, do not turn on the main power switch again immediately. Wait more than 5 seconds, and then turn on the main power switch. On Power Off Before turning off the main power switch, press the Power key on the operation panel to off. Make sure that the memory indicator is off before turning off the main power switch.

Make sure that the indicator is off. On Off 2-7 Preparation before Use In case of not using the machine for a extended period of time CAUTION: If this machine will be left unused for an extended period (e.g. overnight), turn it off at the main power switch. If the machine 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. If using the products equipped with the fax function, note that turning the machine off at the main power switch disables fax transmission and reception. IMPORTANT: Remove paper from the cassettes and seal it in the paper storage bag to protect it from humidity. 2-8 Preparation before Use Sleep and Auto Sleep Sleep To enter Sleep, press the Power key. Message Display and all indicators on the operation panel will go out to save a maximum amount of power except the Main Power indicator. This status is referred to as Sleep. If print data is received during Sleep, the print job is performed while the Message Display remains unlit. If you are using the products equipped with the fax function, received fax data is printed out while the operation panel also remains unlit. To resume, press the Power key.

The machine will be ready to operate in about 20 seconds. Note that ambient environmental conditions, such as ventilation, may cause the machine to respond more slowly. Auto Sleep Auto Sleep automatically switches the machine into Sleep Mode if left idle for 1 minute. Energy Saver (products that is not equipped with the fax function) This mode reduces power consumption even more than normal sleep mode, and allows sleep mode to be set separately for each function.

Settings can be specified to prevent access from a computer, such as printing from a computer or accessing COMMAND CENTER, while the machine is asleep.

To use the machine, press the Power key. The time required for the machine to wake up from power save mode and resume normal operation will be longer than for sleep mode. 2 NOTE: Energy Saver mode settings, see Sleep Level on page 8-126. 2-9 Preparation before Use Switching the Language for Display [Language] Select the language displayed on the Message Display. Use the procedure below to select the language. 1 Press the System Menu/Counter key on the main unit operation panel. Login User Name: L b ***** Login Password: [Menu] [Login] When you are performing user management and have not logged in, a login screen will appear. Then, enter the Login User Name and Login Password to log in. NOTE: The default settings of the Login User Name and Login Password are both "2600". If user management is selected in [Network Setting], press [Menu] (the Left Select key) to authenticate.

Refer to Character Entry Method on Appendix-7 for details on entering characters. Sys. Menu/Count.: a b 5 User Property 6 Common Settings ***** 7 Copy [Exit] Common Settings: a b 1 Language ***** 2 Default Screen 3 Sound [Exit] 2 In the Sys. Menu/Count. menu, press the key to select [Common Settings]. or 3 Press the OK key. The Common Settings menu appears. 4 Language: ab 1 *English ***** 2 Deutsch 3 Français Press the or key to select [Language]. 5 Press the OK key.

Language appears. 6 Press the or key to select the desired language and then press the OK key. Completed. is displayed and the screen returns to the Common Settings menu. 2-10 Preparation before Use Setting Date and Time Follow the steps below to set the local date and time at the place of installation. When you send an E-mail using the transmission function, the date and time as set here will be printed in the header of the E-mail message. Set the date, time and time difference from GMT of the region where the machine is used. 2 NOTE: Be sure to set the time difference before setting the date and time. 1 Turn on the main power switch. Off On 2 Press the System Menu/Counter key on the main unit operation panel.

Login User Name: L b ***** Login Password: [Login] When you are performing user management and have not logged in, a login screen will appear. Then, enter the Login User Name and Login Password to log in. Sys. Menu/Count.: a b 5 User Property 6 Common Settings ***** 7 Copy [Exit] Common Settings: a b 1 Language ***** 2 Default Screen 3 Sound [Exit] 3 In the Sys. Menu/Count. menu, press the key to select [Common Settings]. or 4 Press the OK key. The Common Settings menu appears. 5 Press the or key to select [Date Setting].

2-11 Preparation before Use Login User Name: L b ***** Login Password: [Login] 6 A login screen will appear.



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Then, enter the Login User Name and Login Password to log in. Date Setting: ab 1 Date/Time ***** 2 Date Format 3 Time Zone [Exit] 7 Press [Login] (the Right Select key). The Date Setting menu appears. 8 Time Zone: ab 1 -12:00 Internati ***** 2 -11:00 Midway 3 -10:00 Hawaii Press the or key to select [Time Zone]. 9 Press the OK key. Time Zone appears. 10 Press the or key to select your region and then press the OK key. Completed. is displayed and the screen returns to the Date Setting menu.

Date Setting: ab 2 Date Format 3 Time Zone 4 Summer Time ***** [Exit] Summer Time: ab 1 *Off ***** 2 On 11 Press the or key to select [Summer Time]. 12 Press the OK key. Summer Time appears. 13 Press the or key to select [On] or [Off] and then press the OK key. Completed.

is displayed and the screen returns to the Date Setting menu. 2-12 Preparation before Use Date Setting: ab 1 Date/Time ***** 2 Date Format 3 Time Zone [Exit] Date/Time: ab Year Month Day 01 01 2010 (Time Zone:Tokyo) 14 Press the or key to select [Date/Time]. 2 15 Press the OK key. Date/Time appears. 16 Press the or key to move the cursor position, press the or key to enter year, month and day, and then press the OK key. or key to move the cursor position, press the or key to enter hours, minutes and seconds, and then press the OK key. Completed. is displayed and the screen returns to the Date Setting menu. Date/Time: ab Hour Min. Second 45: 50 11: (Time Zone:Tokyo) 17 Press the Date Setting: ab 1 Date/Time 2 Date Format ***** 3 Time Zone [Exit] Date Format: ab 1 *Month/Day/Year ***** 2 Day/Month/Year 3 Year/Month/Day 18 Press the or key to select [Date Format]. 19 Press the OK key. Date Format appears. 20 Press the or key to select the desired display format and then press the OK key. Completed. is displayed and the screen returns to the Date Setting menu.

2-13 Preparation before Use Network Setup (LAN Cable Connection) The machine is equipped with network interface, which is compatible with network protocols such as TCP/IP (IPv4), TCP/IP (IPv6), IPX/SPX, NetBEUI, IPsec, and AppleTalk. It enables network printing on the Windows, Macintosh, UNIX, NetWare and other platforms. This section explains the TCP/IP (IPv4) Setup procedures. For other network settings, refer to Network Setup on page 8-149. NOTE: After all network related settings have been done, turn the machine OFF and ON again. This is mandatory to make the settings effective! · · TCP/IP (IPv4) Setup (when an IP address is automatically assigned) ...2-17 TCP/IP (IPv4) Setup (by Entering IP Addresses) ..

2-17 TCP/IP (IPv4) Setup (when an IP address is automatically assigned) If an IP address will be automatically assigned, configure the settings below. NOTE: The [DHCP] and [Auto-IP] settings are enabled by default. Specify the settings below when Network Setup on page 8-149 have been changed from their default state. Use the procedure below to setup the TCP/IP (IPv4) setting.

1 Press the System Menu/Counter key on the main unit operation panel. Login User Name: L b ***** Login Password: [Login] When you are performing user management and have not logged in, a login screen will appear. Then, enter the Login User Name and Login Password to log in. NOTE: Refer to Character Entry Method on Appendix-7 for details on entering characters. Sys.

Menu/Count.: a b 1 Report 2 Counter 3 System ***** [Exit] 2 In the Sys. Menu/Count. menu, press the or key to select [System], and then press the OK key. 2-14 Preparation before Use IMPORTANT: To make the settings, you must have logged in using a Login User Name with administrator privileges. The default settings of the Login User Name and Login Password are both "2600". If you have logged in using a Login User Name without administrator privileges, the screen will display Administrator only. and return to the standby screen. Administrator only. 2 System: ab 1 Network Setting ***** 2 I/F Block Set.

3 Security Level [Exit] Network Setting: a b 1 TCP/IP Settings ***** 2 NetWare 3 AppleTalk [Exit] 3 In the System menu, press the select [Network Setting]. or key to 4 Press the OK key. The Network Setting menu appears. 5 TCP/IP Settings: a b 1 TCP/IP ***** 2 IPv4 Setting 3 IPv6 Setting [Exit] Press the or key to select [TCP/IP Settings]. 6 Press the OK key. The TCP/IP Settings menu appears. 7 TCP/IP: ab 1 Off 2 *On ***** Press the or key to select [TCP/IP]. 8 Press the OK key. TCP/IP appears. 9 Press the or the OK key.

key to selec [On] and then press t Completed. is displayed and the screen returns to the TCP/IP Settings menu. 2-15 Preparation before Use TCP/IP Settings: a b 1 TCP/IP 2 IPv4 Setting ***** 3 IPv6 Setting [Exit] IPv4 Setting: ab 1 DHCP ***** 2 Bonjour 3 Auto-IP [Exit] 10 Press the or key to select [IPv4 Setting]. 11 Press the OK key. The IPv4 Setting menu appears.

12 Press the DHCP: ab 1 Off 2 *On ***** or key to select [DHCP]. 13 Press the OK key. DHCP appears. 14 Press the the OK key. or key to selec [On] and then press t Completed.

is displayed and the screen returns to the IPv4 Setting menu. IPv4 Setting: ab 1 DHCP 2 Bonjour 3 Auto-IP ***** [Exit] Auto-IP: ab 1 Off 2 *On ***** 15 Press the or key to select [Auto-IP]. 16 Press the OK key. Auto-IP appears. 17 Press the the OK key. or key to selec [On] and then press t Completed. is displayed and the screen returns to the IPv4 Setting menu. 2-16 Preparation before Use TCP/IP (IPv4) Setup (by Entering IP Addresses) Set up TCP/IP to connect to the Windows network. Set the IP addresses, subnet masks, and gateway addresses. The default settings are "TCP/IP Protocol: On, DHCP: On, Bonjour: Off, Auto-IP: On".

NOTE: Before setting an IP address, ask your network administrator if your network environment requires 2 input of an IP address. If input is necessary, ask your network administrator to obtain an IP address for you. Use the procedure below to setup the TCP/IP (IPv4) setting. 1 Press the System Menu/Counter key on the main unit operation panel. Login User Name: L b ***** Login Password: [Login] When you are performing user management and have not logged in, a login screen will appear. Then, enter the Login User Name and Login Password to log in. NOTE: Refer to Character Entry Method on Appendix-7 for details on entering characters. Sys. Menu/Count.: a b 1 Report 2 Counter 3 System ***** [Exit] Administrator only. 2 In the Sys. Menu/Count.



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