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You can read the recommendations in the user guide, the technical guide or the installation guide for RICOH AFICIO AP 410. You'll find the answers to all your questions on the RICOH AFICIO AP 410 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual RICOH AFICIO AP 410
User guide RICOH AFICIO AP 410
Operating instructions RICOH AFICIO AP 410
Instructions for use RICOH AFICIO AP 410
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IPS-PRINT Printer Language Emulation Copyright© 1999-2000 Oak Technology, Inc., All rights reserved. Bluetooth® is a registered trademark of the Bluetooth SIG, Inc. worldwide. Other product names used herein are for identification purposes only and might be trademarks of their respective companies.

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* The statements above are notes for your safety. If this instruction is not followed, paper might be misfed, originals might be damaged, or data might be lost. Be sure to read this. This symbol indicates information or preparations required prior to operating. This symbol indicates precautions for operation, or actions to take after abnormal operation. This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used. This symbol indicates a reference. [] Keys that appear on the machine's display. Keys and buttons that appear on the computer's display. { } Keys built into the machine's control panel.

Keys on the computer's keyboard. 4 Paper and Other Media Paper and Other Media Supported by This Printer This section describes the paper size, feed direction, and the maximum amount of paper that can be loaded into each paper tray in this printer. The following symbols and terminology are used to represent the feed direction. In this manual K(Feed direction) L(Feed direction) On the display A4 (297 x 210) 8 1/2 x 11 A5 (210 x 148) 8 1/2 x 5 1/2 Paper feed direction Short-edge feed direction Long-edge feed direction Be careful of the paper feed direction. The direction is determined for each paper size. Input Paper Sizes (Metric version) Paper Feed Unit (Tray2/3) Envelope Feeder Unit x x x x x x x x x x x x x x x x x x A4 B5 JIS A5 K K K L 210 x 297 182 x 257 148 x 210 210 x 148 105 x 148 216 x 356 216 x 279 140 x 216 216 x 140 184 x 276 A6 Legal (LG, 81/2 x 14) Letter (LT, 81/2 x 11) 5 1/2 x 8 1/2 K K K L Executive (Exec., 71/4 x 101/2) K Paper Tray (Tray1) Feed direction Bypass Tray Size (mm) G1128611A_1.10 Copyright © 2004, 2005 5 Paper and Other Media Paper Feed Unit (Tray2/3) Folio (81/4 x 13) Foolscap (F4, 81/2 x 13) F/GL (8 x 13) Com#10 Env (41/8 x 91/2) C5 Env (6.38 x 9.02) C6

* The statements above are notes for your safety. If this instruction is not followed, paper might be misfed, originals might be damaged, or data might be lost. Be sure to read this. This symbol indicates information or preparations required prior to operating. This symbol indicates precautions for operation, or actions to take after abnormal operation. This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used. This symbol indicates a reference. [] Keys that appear on the machine's display. Keys and buttons that appear on the computer's display. { } Keys built into the machine's control panel.

Keys on the computer's keyboard. 4 Paper and Other Media Paper and Other Media Supported by This Printer This section describes the paper size, feed direction, and the maximum amount of paper that can be loaded into each paper tray in this printer. The following symbols and terminology are used to represent the feed direction. In this manual K(Feed direction) L(Feed direction) On the display A4 (297 x 210) 8 1/2 x 11 A5 (210 x 148) 8 1/2 x 5 1/2 Paper feed direction Short-edge feed direction Long-edge feed direction Be careful of the paper feed direction. The direction is determined for each paper size. Input Paper Sizes (Metric version) Paper Feed Unit (Tray2/3) Envelope Feeder Unit x x x x x x x x x x x x x x x x x x A4 B5 JIS A5 K K K L 210 x 297 182 x 257 148 x 210 210 x 148 105 x 148 216 x 356 216 x 279 140 x 216 216 x 140 184 x 276 A6 Legal (LG, 81/2 x 14) Letter (LT, 81/2 x 11) 5 1/2 x 8 1/2 K K K L Executive (Exec., 71/4 x 101/2) K Paper Tray (Tray1) Feed direction Bypass Tray Size (mm) G1128611A_1.10 Copyright © 2004, 2005 5 Paper and Other Media Paper Feed Unit (Tray2/3) Folio (81/4 x 13) Foolscap (F4, 81/2 x 13) F/GL (8 x 13) Com#10 Env (41/8 x 91/2) C5 Env (6.38 x 9.02) C6

Env (4.

49 × 6.38) DL Env (4.33 × 8.66) Monarch Env (37/8 × 71/2) Custom Size 16K (7.68 × 101/2) K K K K K K K K 210 × 330 216 × 330 203 × 330 104.8 × 241.3 162 × 229 114 × 162 110 × 220 98.4 × 190.5 195 × 267 × × × × × × × × × × Envelope Feeder Unit × × × × × . The size is supported and indicated on the tray dial. Be sure to set the paper size dial to match the actual paper size loaded in the tray.

· The size is supported but not indicated on the tray dial. You should set the tray dial to "p", and select the paper size with the control panel. · The size is supported but the paper size should be set with the control panel. There is no dial on the tray. See p.26 "Loading Paper in the Bypass Tray" See p.33 "Loading Envelopes" · The size is supported, but it should be set as a custom size using the control panel. The supported size may differ depending on the printer language you use. Set as a custom size setting using the control panel. The following sizes are supported: · Tray 1: approximately 139.7 - 216 mm in width, and 139.7 - 356 mm in length. · Bypass Tray: approximately 90 - 216 mm in width, and 139.7 - 432 mm in length. Paper Tray (Tray1) Feed direction Bypass Tray Size (mm) 6 Paper and Other Media · Paper Feed Unit (Tray 2/3): approximately 139.



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A Lift the paper tray slightly, and then pull it out until it stops. B Lift the front side of the tray, and then pull it out of the printer. 16 Paper and Other Media C Load paper into the tray with the print side down. Confirm that the top of the stack is not higher than the limit mark inside the tray.

Confirm that paper fits under the rear guide. D Lift the front of the tray, and then slide it carefully into the printer until it stops. Do not slide the paper tray in with force. If you do, the front and side guides might move. For more information about type, size and feed direction of paper that can be loaded in the tray, see p.

5 "Paper and Other Media Supported by This Printer". When you change the paper size see p.18 "Changing the paper size". 17 Paper and Other Media Changing the paper size Confirm that the setting of the paper size dial matches the paper size and feed direction of the paper in the tray, otherwise the printer might be damaged, or printing problems might occur. The following explanation uses the example of "Tray 1" for the paper tray. A Lift the paper tray slightly, and then pull it out until it stops. Adjust the paper size dial to match the size and feed direction of paper in the paper tray. If you want to use the paper size and feed direction that are not indicated on the paper size dial, set the dial to "p". In this case, you should set the paper size using the control panel. B Lift the front side of the tray, and then pull it out of the printer.

C If you load paper larger than A4K, you should extend the tray as follows: You cannot load paper smaller than A4K, if the tray is extended. In this case, return the tray to its standard length. 18 Paper and Other Media D Slide the catches inwards to unlock the tray. E Slide the tray until it stops. F Return the catches to their original positions. Confirm that the catches return to their original positions securely. If they are not locked securely, paper misfeeds might occur. 19 Paper and Other Media G Adjust the rear and side guides to the paper size you want to load. To avoid damage, pinch the paper guides when moving them. H Load paper into the tray with the print side down.

Confirm that the top of the stack is not higher than the limit mark inside the tray. Confirm that paper fits under the rear guide. 20 Paper and Other Media I If you extend the tray in Step C, pull the bottom of the paper tray cover () up slowly, and then remove the paper tray cover (), in the order shown in the illustration. J Lift the front side of the tray, and then place it into the printer. Carefully slide it into the printer until it stops.

Do not slide the paper tray in with force. If you do, the front and side guides might move. Installing the Paper Wedge If you use long-size paper regularly, such as Legal, attach the paper wedge to the main unit's paper output tray. 21 Paper and Other Media A Take the seal off the paper wedge's under side. B Affix the paper wedge to the front side of the main unit's paper output tray.

If you load a paper size that is not selected automatically To load paper whose size cannot be selected automatically, set the paper size on the control panel. Follow the procedure described below to set the paper size. A Press the {Menu} key. The [Menu] screen appears on the display. 22 Paper and Other Media B Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. C Press the {U} or {T} key to display [Tray Paper Size], and then press the {# Enter} key. The paper tray selection menu appears. the {# Enter} key. D Press the {U} or {T} key to display the target paper tray, and then press Tray Paper Size: Tray 2 The paper size selection menu appears.

E Press the {U} or {T} key to display the loaded paper size, and then press the {# Enter} key. Tray 2: 8 1/2 x 13 After about two seconds, the display returns to the menu. F Press the {Online} key. The initial screen appears. This completes the setting change. Specifying custom size paper for Tray 1 and the optional paper feed unit When printing on custom size paper, specify the paper size using the control panel or printer driver. The custom size paper selected using the printer driver overrides that selected using the control panel. Do not make settings using the control panel if you have already made settings using the printer driver. However, when printing with a printer driver other than the RPCS printer driver, you must configure the settings using control panel. The following is the range of paper sizes that can be loaded in each type of the paper trays: · Tray 1: 5.

5 - 8.5 inches in width and 5.5 - 14.02 inches in length. 23 Paper and Other Media · Optional paper feed unit (Tray 2, Tray 3): 5.

5 - 8.5 inches in width and 6.3 - 14.02 inches in length. The printer cannot print from applications that do not support custom size paper.

A Press the {Menu} key. The [Menu] screen appears on the display. B Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. C Press the {U} or {T} key to display [Tray Paper Size], and then press the {# Enter} key. The paper tray selection menu appears. the {# Enter} key. D Press the {U} or {T} key to display the target paper tray, and then press Tray Paper Size: Tray 2 The paper size selection menu appears. E Press the {U} or {T} key to display [Custom Size], and then press the {# Enter} key. F Press the {U} or {T} key to set horizontal value, and then press the {# Enter} key.

Custom Size: Horiz. 8.50 " 24 Paper and Other Media Press the {T} or {U} key scrolls the value in increments of 0.01 inch. Pressing the {T} or {U} key scrolls the value in increments of 0.1 inch or 1 inch. The screen for entering the length appears. G Press the {U} or {T} key to set the vertical value, and then press the {# Enter} key. Custom Size: Vert. 11.

00 " After about two seconds, the display returns to the menu. H Press the {Online} key. The initial screen appears. Specifying a paper type for Tray 1 and the optional paper feed unit Improve printer performance by selecting the optimum paper type for the tray. You can select from the following paper types: · Plain Paper, Recycled Paper, Special Paper, Color Paper, Letterhead, Preprinted A Press the {Menu} key.

The [Menu] screen appears on the display. B Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key . Menu: Paper Input The paper type selection menu appears. C Press the {U} or {T} key to display [Paper Type], and then press the {# Enter} key . The paper tray selection menu appears.

25 Paper and Other Media D Press the {U} or {T} key to display the target paper tray, and then press the {# Enter} key.



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When the optional paper feed units are installed in the printer, [Tray 2] and [Tray 3] appears (depending on how many units are installed). Paper Type: Tray 2 The paper type selection menu appears. E Press the {U} or {T} key to display the target paper tray, and then press the {# Enter} key. Tray 2: *Recycled Paper After about two seconds, the display returns to the menu. F Press the {Online} key. The initial screen appears. The following message appears on the display: The following paper types cannot be printed on both sides: · Special Paper, Color Paper, Preprinted. Loading Paper in the Bypass Tray Opening and Closing the Bypass Tray Open the Bypass Tray A Press the mark in the center of the Bypass Tray. 26 Paper and Other Media B Open the Bypass Tray.

Close the Bypass Tray When you have finished using the Bypass Tray, close it as shown in the next step. A Close by pressing the mark in the center of the Bypass Tray. Specifying standard size paper for the Bypass Tray Shuffle the paper before loading the stack onto the tray, so multiple sheets are not fed in together. Set the size and direction of the loaded paper on the control panel or with the printer driver. Make sure the settings do not conflict. Otherwise, the paper may jam or the print quality may be affected. 27 Paper and Other Media A Slide the side guides outward, and load paper until it stops with the print side up. If you load B5K or larger, slide out the bypass tray extension. B Adjust the side guides to the paper width. Confirm that paper fits under the side guides.

Sheets of A4K or 8 1/2 × 11K length or longer must be loaded one at a time. Support the paper by hand so it feeds in properly. Additionally, since paper feeding and image quality may differ depending on paper thickness and width, check print results in advance using paper you intend to print on. 28 Paper and Other Media 45 kg paper or paper of A4K or 8 1/2 × 11K or longer may not feed in properly unless it is cut at right angles. C To set the paper size and feed direction, Press the {Menu} key.

The [Menu] screen appears on the display. D Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. E Check [Bypass Size] appears, and then press the {# Enter} key. The paper size selection menu appears. F Press the {U} or {T} key to display the size and orientation of the paper in the bypass tray. Bypass Size: *8 1/2 x 11 After about two seconds, the display returns to the menu. G Press the {Online} key. The initial screen appears. To load thick paper, OHP transparencies, or envelopes, make settings for thick paper or OHP transparencies using the control panel and printer driver. The number of pages that can be loaded in the bypass tray differs depending on paper type. Make sure paper is not stacked above the paper guides inside the bypass tray. 29 Paper and Other Media For details about control panel settings for custom size paper or special paper, see p.30 "Specifying custom size paper for the Bypass Tray". To select custom size paper (148 - 900 mm in length, 70 - 216 mm in width), see p.

30 "Specifying custom size paper for the Bypass Tray". For control panel settings when using thick paper, OHP transparencies, or post cards, see p.31 "Specifying a paper type for the Bypass Tray". Specifying custom size paper for the Bypass Tray The settings of custom sized paper that take effect are not the settings made on the control panel but the settings made in the printer driver. There is no need to change the settings on the control panel. However, when using a printer driver other than RPCS, you will need to change the settings on the control panel. Applications that do not allow a custom paper size to be set cannot print on custom sized paper. Prints may blur if you use paper of A4K or 8 1/2 x 11 K length or longer. A Press the {Menu} key. The [Menu] screen appears on the display.

B Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. C Check [Bypass Size] appears, and then press the {# Enter} key. The paper size selection menu appears. 30 Paper and Other Media D Press the {U} or {T} key to display [Custom Size], and then press the {# Enter} key. E Press the {U} or {T} key to set the horizontal value, and then press the {# Enter} key. Custom Size: Horiz. 8.50 " By pressing the key, the value increases or decreases by 0.01 inch.

By pressing and holding the key, the value varies by 0.1 inch or 1 inch. F Press the {U} or {T} key to set the vertical value, and then press the {# Enter} key. Custom Size: Vert. 11.00 " After about two seconds, the display returns to the menu. G Press the {Online} key. The initial screen appears. For details about the printer driver, see the printer driver Help. Specifying a paper type for the Bypass Tray By selecting the paper type you want to load, the printer performs better.

You can select from the following paper types: · Plain Paper, Recycled Paper, Special Paper, Color Paper, Letterhead, Preprinted, Transparency, Thick Paper. When you load Thick Paper or transparencies in the Bypass Tray, always specify the type of paper. Duplex printing is not possible on paper in a tray for which Thick Paper or Transparency has been set. The paper type selected using the printer driver overrides that selected using the control panel. 31 Paper and Other Media A Press the {Menu} key. The [Menu] screen appears on the display. B Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. C Press the {U} or {T} key to display [Paper Type], and then press the {# Enter} key. The paper tray selection menu appears.

D Press the {U} or {T} key to display [Bypass Tray], and then press the {# Enter} key. The paper type selection menu appears. E Press the {U} or {T} key to display the type of paper you have loaded, and then press the {# Enter} key. Bypass Tray: Thick Paper After about two seconds, the display returns to the menu. F Press the {Online} key.

The initial screen appears. The following paper types cannot be printed on both sides: · Special Paper, Color Paper, Preprinted, Transparency, Thick Paper. 32 Paper and Other Media Loading Envelopes As there are many kinds of envelopes, be sure to check if those to be used are supported by this printer. For more information about envelopes, see p.12 "Envelopes".

Even if the optional envelope feeder is not installed, you can select envelope sizes for Tray 2 and Tray 3 using the control panel. However, you cannot load envelopes until the optional envelop feeder unit is installed. To install the envelope feeder unit, the optional paper feed unit must be installed.



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See "Attaching Envelope Feeder Type 400", Setup Guide. Loading envelopes onto the Bypass Tray With the bypass tray, you can load up to 10 envelopes at the same time. For more information about envelopes, see p.12 "Envelopes". To open and close the bypass tray, see p.26 "Opening and Closing the Bypass Tray". A Load envelopes until they stop, with the print side up and the sides of the flaps on the left as shown below.

Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes. Confirm that the top of the stack is not higher than the limit mark on the side guides. Do not push the stack of envelopes with too much force. B Slide the side guides against the edge of the envelope stack. 33 Paper and Other Media Confirm that the edges of envelopes fit under the side guides. C Set the envelope size and feed direction. Press the {Menu} key. The [Menu] screen appears on the display. D Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears.

E Check [Bypass Size] appears, and then press the {# Enter} key. The paper size selection menu appears. F Press the {U} or {T} key to select the envelope type you want to use. Bypass Size: C5 Env(162x229) For information about types of envelopes you can select, see p.5 "Paper and Other Media Supported by This Printer".

G Press the {# Enter} key to apply the settings. Wait for a while. After about two seconds, the display returns to the menu. H Press the {Online} key. The initial screen appears.

34 Paper and Other Media Loading envelopes into the Envelope Feeder Unit With the optional envelope feeder unit, you can load up to 60 envelopes at the same time. For more information about envelopes, see p.12 "Envelopes". The following explanation uses the example of installing the envelope feeder unit in "Tray 2". A Slide the optional paper feed unit (Tray 2) out until it stops. Then, lift it slightly, and then slide it out. Keep the paper tray with paper in a cool and dry place. B Prepare the envelope feeder unit. C Pinch the side guides, and then slide them outward until they stop. Pinch the rear guide, and then slide it toward the back.

35 Paper and Other Media D Push the bottom plate down until it locks into place. E Load envelopes into the envelope feeder unit, with the print side down and the flap on the left as shown in the illustration. Confirm that the envelope flaps are securely folded down, and that there is no air inside the envelopes. Confirm that the top of the stack is not higher than the limit mark on the side guides. Confirm that the envelopes fit under the side guides. Do not push the stack of envelopes with too much force. 36 Paper and Other Media F Pinch the side guides, and then slide them along the edge of the envelope stack. G Pinch the rear guide, and then slide it along the edge of the envelope stack. H Lift the front of the tray, and then slide it carefully into the printer until it stops. Do not slide the paper tray in with force.

If you do, the front and side guides might move. 37 Paper and Other Media I Press the {Menu} key. The [Menu] screen appears on the display. J Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. K Press the {U} or {T} key to display [Tray Paper Size], and then press the {# Enter} key. The paper tray selection menu appears. the {# Enter} key. L Press the {U} or {T} key to display the target paper tray, and then press Tray Paper Size: Tray 2 The paper size selection menu appears. M Press the {U} or {T} key to select the envelope type you want to use.

Bypass Size: C5 Env(162x229) For more information about types of envelopes you can select, see p.5 "Paper and Other Media Supported by This Printer". N Press the {# Enter} key to apply the settings. Wait for a while. After about two seconds, the display returns to the menu. O Press the {Online} key. 38 Paper and Other Media The initial screen appears. Switching between Paper Trays When paper of the same size is loaded in both the standard tray and the paper feed unit (option), paper will be fed from the standard tray when you start printing. To print on paper loaded in the paper feed unit, switch the tray to be used to the paper feed unit using [Tray Priority] in the [Paper Input] menu. A Press the {Menu} key.

The [Menu] screen appears on the display. B Press the {U} or {T} key to display [Paper Input], and then press the {# Enter} key. Menu: Paper Input The paper selection menu appears. C Press the {U} or {T} key to display [Tray Priority], and then press the {# Enter} key. The paper tray selection menu appears.

D Press the {U} or {T} key to select the tray type you want to use, and then press the {# Enter} key. The following message appears on the display: Tray Priority: *Tray 2 E Press the {Online} key. The initial screen appears. 39 Replacing Consumables and Maintenance Kit Replacing the Toner Cartridge · Do not incinerate spilled toner or used toner. Toner dust is flammable and might ignite when exposed to an open flame. · Disposal should take place at an authorized dealer or an appropriate collection site. · If you dispose of the used toner cartridges yourself, dispose of them according to local regulations. · Do not store toner, used toner, or toner containers in a place with an open flame. The toner might ignite and cause burns or a fire. · Keep toner (used or unused) and the toner cartridge out of reach of children.

· If toner or used toner is inhaled, gargle with plenty of water and move into a fresh air environment. Consult a doctor if necessary. · If your skin comes into contact with toner or used toner, wash the affected area thoroughly with soap and water. · If toner or used toner gets into your eyes, flush immediately with large amounts of water. Consult a doctor if necessary.

· If toner or used toner is swallowed, dilute by drinking a large amount of water. Consult a doctor if necessary. · Avoid getting toner on your clothes or skin when removing a paper jam or replacing toner. If your skin comes into contact with toner, wash the affected area thoroughly with soap and water. · If toner gets on your clothing, wash with cold water. Hot water will set the toner into the fabric and may make removing the stain impossible. Replace the toner cartridge if the following message appears on the display: Replace Toner Cartridge Do not expose the toner cartridge to light for a long time. Do not leave the front cover open for a long time. If the toner cartridge is exposed to a light for a long time, the toner cartridge might be damaged and print quality might be reduced. G1128611A_1.



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10 Copyright © 2004, 2005 40 Replacing Consumables and Maintenance Kit When handling toner cartridges, never stand them up on either end or position them upside down. Store toner cartridges in a cool dark place. Actual printable numbers vary depending on image volume and density, number of pages printed at a time, paper type and size, and environmental conditions such as temperature and humidity. Toner quality degrades over time. You may have to replace the toner cartridge prematurely. We recommend you prepare a new toner cartridge beforehand. A Open the front cover by pushing the front cover release button. B Be sure to put the toner cartridge on a stable, flat surface. Do not put the toner cartridge on an unstable or tilted surface. 41 Replacing Consumables and Maintenance Kit C Wipe around the metallic Registration roller by turning with a soft damp cloth. Do not use chemical cleaner or organic solvent such as thinner or benzene. D Take the new toner cartridge from the box. E Place the toner cartridge on a flat surface. Pull out the tape inside the unit horizontally while holding the cartridge with one hand as shown in the illustration. Be sure to remove the tape completely before installing the new toner cartridge, otherwise the printer might be damaged. Keep the toner cartridge horizontal when pulling out the toner seal. Pulling out the toner seal with the cartridge upright or tilted can cause printer failure. Be careful not to get toner dust on your hands or clothes. Do not shake or shock the toner cartridge after pulling out the toner seal to avoid dirt on paper surfaces, toner spillage, or printer failure. 42 Replacing Consumables and Maintenance Kit F Hold the grips of the cartridge, and then insert it into the printer until it stops. G Push down the toner cartridge to settle it in appropriate position. H Close the front cover by pressing the left and right side indentations. Do not close the front cover with force. If you cannot close the cover easily, pull out the toner cartridge from the printer and insert it again. After that, close the front cover again. 43 Replacing Consumables and Maintenance Kit Please cooperate with the Toner cartridge Recycling Program, whereby are collected used toner cartridges. For details, consult with the store where the printer was purchased or with a sales or service representative. 44 Replacing Consumables and Maintenance Kit Replacing the Maintenance Kit · Do not risk electric shock by handling the power cord or plug with wet hands. · The inside of this printer becomes very hot. Do not touch parts labelled "v" (indicating a hot surface). Touching these parts will result in burns. · Grip the plug, not the cord, when pulling the plug from the socket. Pulling the cord causes wear and tear that can result in fire or electric shock. · Wait at least one hour after power off before replacing parts. Not allowing the printer to cool may result in burns. The maintenance kit contains parts for maintaining the printer. Replace the maintenance kit if the following message appears on the display: Replace Maintenance Kit Before Replacing Replace all the parts included in Maintenance Kit at the same time. Replace them according to the following procedure. A Turn off the power, and then unplug the power cable. Wait at least an hour after power off to allow internal parts to cool down before replacing the Maintenance Kit. B Check the box contains the following items: · Friction Pad × 3 See p.46 "Replacing the Friction Pad". · Transfer Roller (with gloves) See p.48 "Replacing the Transfer Roller". · Paper Feed Roller × 3 See p. 51 "Replacing the Paper Feed Roller". · Fusing Unit See p.54 "Replacing the Fusing Unit". 45 Replacing Consumables and Maintenance Kit Replacing the Friction Pad Replace all the friction pads in the tray. The following procedure shows how to replace the tray's friction pad (Tray 1) and the other are for the paper feed unit(s) (Tray 2, 3). The following procedure shows how to replacing friction pad of the paper tray (Tray1). A Pull out the paper tray until it stops. B Lift the front side of the tray, and then pull it out of the printer. C Remove paper from the paper tray. Place the tray upside down on a flat surface. 46 Replacing Consumables and Maintenance Kit D Use a sharp-pointed item like a ball-point pen, to release the two catches that lock the friction pad. The friction pad may fall off when the catches are released. Place your hand over the friction pad while releasing the catches. The friction pad spring may come off. Be careful not to lose the friction pad spring. The catches that lock the friction pad are located at the very back. E Return the paper tray to its original position, and then remove the friction pad from the tray. The friction pad spring may come off. Be careful not to lose the friction pad spring. F Insert the new friction pad in the paper tray. 47 Replacing Consumables and Maintenance Kit Attach the center projection of the new friction pad to the spring, and then align the projection of both sides of the friction pad to the holes of the paper tray. Then push the friction pad as shown in the illustration until it clicks. After pushing in the friction pad, try pushing it several times to check it is properly installed. If it jumps back into position due to the force of the spring, it is properly installed. G Push the friction pad until it locks securely. H If your printer is equipped with the optional paper feed unit(s), follow the same procedure when replacing the friction pad. Replacing the Transfer Roller A Open the front cover by pushing the front cover release button. 48 Replacing Consumables and Maintenance Kit B Pull the toner cartridge out of the printer, while lifting the front side. Be sure to place the used cartridge on the level place. C To avoid making your hands dirty with toner from the transfer roller, wear the gloves included in the Maintenance Kit. " parts), and pull them. D Hold the lock levers (" E Hold the green parts of the roller on both sides, and remove the roller from the printer as shown in the illustration. 49 Replacing Consumables and Maintenance Kit F Insert the new transfer roller on the socket with the gear of the roller positioned on the left. Do not insert the roller on the back of the socket, or the printer might be damaged. Insert the metallic part of the roller on the socket. If you insert the sponge part of the roller, the roller might be damaged. G Push down the green parts of both sides of the printer until it clicks as shown in the illustration. When the transfer roller is set, the transfer roller cover will return to its original position automatically. H Take the gloves off. 50 Replacing Consumables and Maintenance Kit I Hold the grips of the toner cartridge, insert it into the printer until it stops.



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J Lower the toner cartridge when it touches the back. K Close the front cover by pressing the left and right side indentations. Replacing the Paper Feed Roller Replace all feed rollers including the printer and the optional paper feed unit(s). The following procedure shows how to replace the printer's paper feed rollers.

51 Replacing Consumables and Maintenance Kit · When lifting the machine, use the inset grips on both sides. Otherwise the printer could break or cause injury if dropped. · Lifting the paper feed unit carelessly or dropping it may cause injury. A If the optional duplex unit is installed, uninstall them from the printer. B Move the printer to the edge of a sturdy and stable table or desk. Always move the printer horizontally. Turning the printer sideways or tilting it backward or forward while moving will result in toner leakage. Do not put the printer on an unstable or sloped surface. If the printer is equipped with the optional paper feed unit, do not move the printer and the unit together, because they are not securely attached. C Slide the green lock lever to the left (roller (

), and then remove the paper feed 52 Replacing Consumables and Maintenance Kit D While sliding the green lock lever to the left (), set the new roller (). Then, return the green lock lever to its original position (). Check the green lock lever secures the roller correctly by making sure the new roller rotates smoothly. E If the printer is equipped with the optional paper feed unit(s), follow the same procedure when replacing the paper feed roller. If you installed two paper feed units, also replace both paper feed rollers.

F Place paper in the paper trays and additional removed paper trays. Lift the front of the tray, and then slide it carefully into the printer until it stops. G Reinstall the optional duplex unit if it was removed. See "Moving and Transporting the Printer" in the Appendix. 53 Replacing Consumables and Maintenance Kit Replacing the Fusing Unit · The fusing unit becomes very hot.

When installing a new fusing unit, turn off the printer and wait at least an hour. before replacing the old fusing unit. Not allowing the unit to cool may result in burns. Replacing the fusing unit A Place a finger in the printer's rear cover finger hole (upper center) and pull it open. B Remove the rear cover in a horizontal direction. 54 Replacing Consumables and Maintenance Kit C Lift the lock levers of the fusing unit as shown in the illustration. D Pull the fusing unit out. E Pull out the pins on both sides of the new fusing unit. 55 Replacing Consumables and Maintenance Kit F Replace the new fusing unit into the printer. G Push the lock levers of the fusing unit down until it clicks.

H Insert the rear cover to the inside grooves on both sides of the printer in a horizontal direction. 56 Replacing Consumables and Maintenance Kit I Close the rear cover. J Print a configuration page to confirm that the printer works properly. For more information about printing the configuration page, see "Test Printing", Setup Guide. Replacing the fusing unit with the duplex unit attached A Push down the lever on the right side of the duplex unit (pull it out until it stops ().), and then 57 Replacing Consumables and Maintenance Kit B Push the under board levers (er ().) and pull the duplex unit out of the print- C Lift the lock levers of the fusing unit as shown in the illustration. D Pull the fusing unit out. 58 Replacing Consumables and Maintenance Kit E Pull out the pins on both sides of the new fusing unit. F Replace the new fusing unit into the printer.

G Push the lock levers of the fusing unit down until it clicks. 59 Replacing Consumables and Maintenance Kit H Push in the duplex unit along the rails in the back of the printer. I Securely push the duplex unit into the printer. J Print a configuration page to confirm that the printer works properly. For more information about printing the configuration page, see "Test Printing", Setup Guide.

60 Cleaning the Printer Cautions to Take When Cleaning · Do not remove any covers or screws other than those specified in this manual. Some parts of the machine are at a high voltage and could give you an electric shock. Also, if the machine has laser systems, direct (or indirect) reflected eye contact with the laser beam may cause serious eye damage. When the machine needs to be checked, adjusted, or repaired, contact your service representative. · Do not take apart or attempt any modifications to this machine.

There is a risk of fire, electric shock, explosion or loss of sight. If the machine has laser systems, there is a risk of serious eye damage. · When removing misfed paper, do not touch the fusing unit because it could be very hot. Clean the printer periodically to maintain fine printing. Dry wipe the exterior with a soft cloth. If dry wiping is not enough, wipe with a soft, wet cloth that is wrung out well. If you still cannot remove the stain or grime, use a neutral detergent, and then wipe over with a well-wrung wet cloth, dry wipe, and let it dry. To avoid deformation, discoloration, or cracking, do not use volatile chemicals, such as benzene and thinner, or spray insecticide on the printer. If there is dust or grime inside the printer, wipe with a clean, dry cloth. You must disconnect the plug from the wall outlet at least once a year.

Clean away any dust and grime from the plug and outlet before reconnecting. Accumulated dust and grime pose a fire hazard. G1128611A_1.10 Copyright © 2004, 2005 61 Cleaning the Printer Cleaning the Friction Pad If the friction pad is dirty, a multi-feed or a misfeed might occur. In this case, clean the pad as follows: A Pull out the paper tray until it stops. B Lift the front side of the tray, and then pull it out of the printer. C Place the tray on a flat surface. When there is paper in the tray, remove paper. D Wipe the friction pad with a soft damp cloth. Then, wipe it with a dry cloth to remove the water.

62 Cleaning the Printer Do not use chemical cleaner or organic solvent such as thinner or benzene. E Load paper into the paper tray with the print side up. Carefully slide the paper tray into the printer until it stops. Do not slide the paper tray in with force. If you do, the front and side guides might move.

If misfeeds or multi-feeds of paper occur after cleaning the friction pad, contact your sales or service representative. Follow the same procedure to clean the friction pad of the optional paper feed unit and the envelope feeder unit. 63 Cleaning the Printer Cleaning the Paper Feed Roller If the paper feed roller is dirty, a misfeed might occur. In this case, clean the roller as follows: · When lifting the printer, use the grips on both sides of the printer, otherwise the printer might fall and cause personal injury.



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· When you move the printer, unplug the power cord from the wall outlet to avoid a fire or an electric shock.

· When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing a fire or an electric shock. A Turn off the power. B Pull out the plug from the socket. Remove all the cables from the printer. C Pull out the paper tray until it stops. D Lift the front side of the tray, and then pull it out of the printer. 64 Cleaning the Printer E Move the printer to the edge of a stable table or desk. Do not put the printer on an unstable or tilted surface. If the printer is equipped with the optional paper feed unit, do not move the printer and unit together as they are not securely attached. When lifting the printer, confirm that the optional paper feed unit is not attached to the printer.

F Slide the green lock lever to the left (be released ()), so that the paper feed roller can G Wipe the rubber part of the roller with a soft damp cloth. Then, wipe it with a dry cloth to remove the water. Do not use chemical cleaner or organic solvent such as thinner or benzene. 65 Cleaning the Printer H While sliding the green lock lever to the left (), set the paper feed roller to its original position (). After that, return the green lock lever to its original position (). Check the green lock lever secures the roller correctly by making sure the new roller rotates smoothly. I Move the printer to the place where it was placed.

Carefully slide the paper tray into the printer until it stops. Do not slide the paper tray in with force.

If you do, the front and side guides might move. Follow the same procedure to clean the paper feed roller of the optional paper feed unit. 66 Cleaning the Printer Cleaning the Registration Roller If the registration roller is dirty, a misfeed might occur. In this case, clean the roller as follows: · Be sure to turn off the power switch and wait for about 15 minutes before cleaning the Registration roller. Not waiting for the printer to cool down can result in a burn.

· The inside of this printer becomes very hot. Do not touch parts labelled "v" (indicating a hot surface). Touching these parts will result in burns. Clean the registration roller if dots (caused by specks of paper stuck to the roller) appear on printed OHP transparencies. A Turn off the power, and then unplug the power cable.

B Open the front cover by pushing the front cover release button. C Pull the toner cartridge out of the printer by holding the grips of the cartridge. Do not hold the toner cartridge upside down or stand it vertically. 67 Cleaning the Printer Do not put the toner cartridge on an unstable or tilted surface. D Wipe around the metallic Registration roller by turning with a soft damp cloth. Do not use chemical cleaners or organic solvents such as thinners or benzene. E Holding the grips of the toner cartridge, insert it into the printer until it stops. F Lower the toner cartridge when it touches the back. 68 Cleaning the Printer G Close the front cover by pressing the left and right side indentations. Carefully close the front cover.

If you cannot close the cover easily, pull the toner cartridge out of the printer and insert it again. After that, close the front cover again. 69 Adjusting the Printer Adjusting the Image Density You can adjust the Image Density when the print side of the page is a shaded or print image is too light. Extreme settings may create printouts that appear dirty. Image Density settings should be made from the application or the printer driver whenever possible. A Press the {Menu} key. The [Menu] screen appears on the display. B Press the {U} or {T} key to display [Maintenance], and then press the {# Enter} key. Menu: Maintenance The maintenance menu appears. C Check [Image Density] is displayed, and then press the {# Enter} key.

D Press the {U} or {T} key to set the Image Density value. Image Density: (-3 +3) 0 To maintain a darker image under high volume printing conditions, we highly recommended that you select 3 from the control panel. You can adjust the image density in seven steps from -3 to +3. Increasing the value makes the printouts darker and decreasing the value makes the printouts lighter. E Press the {# Enter} key.

G1128611A_1.10 Copyright © 2004, 2005 70 Adjusting the Printer Return to the maintenance menu. F Press the {Online} key. The initial screen appears. 71 Adjusting the Printer Adjusting Tray Registration You can adjust the registration of each tray.

The vertical adjustment is used for all trays. Normally, you need not update the registration. But when the optional paper feed unit or the duplex unit is installed, updating is useful in some cases. The following procedure describes how to adjust tray 2. The same procedure applies to other trays as well. A Press the {Menu} key. The [Menu] screen appears on the display. B Press the {U} or {T} key to display [Maintenance], and then press the {# Enter} key. Menu: Maintenance The maintenance menu appears. C Press the {U} or {T} key to display [Registration], and then press the {# Enter} key.

The registration menu appears. D Print the test sheet to preview the settings. Confirm that [Prt. Test Sheet] is displayed, and then press the {# Enter} key. A screen prompting you to select the tray to be adjusted appears. {# Enter} key. E Press the {U} or {T} key to select the tray to adjust, and then press the Prt. Test Sheet: Tray 2 The test sheet prints out. The display returns to the registration menu. Press the {Escape} key.

72 Adjusting the Printer F Confirm the position of the image on the test sheet, and then adjust the registration value. In this setting, adjust the margins of the test sheet so that they are equal in size. G Press the {U} or {T} key to display [Adjustment], and then press the {# Enter} key. H Press the {U} or {T} key to display the parameter to be adjusted, and then press the {# Enter} key. Adjustment: Horiz: Tray 2 I Press the {U} or {T} key to set the registration value (mm). Horiz: Tray 2: (-4.0 +4.0) 0.0 Increase the value to shift the print area in the positive direction, and decrease to shift in the negative direction. Pressing the {U} or {T} key makes the value increase or decrease by 1.

0 mm steps. 73 Adjusting the Printer J Press the {# Enter} key. K Press the {Escape} key. The display returns to the print area [Adjustment] menu.

Registration: Adjustment L Print the test sheet to confirm the adjustment result. M Press the {Online} key. The initial screen appears. 74 Troubleshooting Error & Status Messages on the Control Panel This section explains what the messages that appear on the control panel mean and what to do when a particular message appears. Messages (in alphabetical order) Messages/Second messages Call Service: EC Power Off On / If Error Reoccur Call Service Cannot check Signal in Ad hoc An attempt to check the radio signal was made while the communication mode was set to [802].



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11 Ad hoc] in the interface settings.

The paper size and type setting in the tray differs from that of actual paper size and type in the tray. #: tray number To check the radio signal, select Infrastructure in the communication mode settings. Description Solution An error A communication error Turn the power off, and then on. If the sent from the engine to the con- message appears again, call your troller has occurred in the print- sales or service representative. er. Change Setting Tray # / Paper Size: Paper Type: Load paper of the selected size in the tray, and then change the paper size setting with the control panel. Or, press {Form Feed}, and then select the tray using the control panel. Or, press {Job Reset} to cancel the print job. You can make to setting to print disregarding the error message. Close Duplex Unit Cover Close Front Cover Close Rear/Paper Exit Cover Collate Cancelled DHCP assigned Cannot change The cover of the optional duplex unit is open. The front cover is open. The paper exit cover or the rear cover is open. The collate feature has been cancelled. Close the cover of the optional duplex unit.

Close the front cover.

Close the paper exit cover or the rear cover. Increase the RAM capacity. An attempt to change the IP ad- Make the change after setting DHCP dress, subnet mask or gateway to [Off]. address was made while DHCP was set to [On]. The printer identified a download error.

@@@The printer is in Energy Saver mode. An ID with an invalid number of digits was entered for the WEP key. An ID with an invalid number of digits was entered for the WEP key. The printer identified a collation table overflow error. @@@@Pages (Collate) Exceeded Max. Stored Pages Exceeded Max. Stored Files No action required. Enter the correct number of digits for the WEP key. Enter the correct number of digits for the WEP key. Install additional memory units or reduce the amount of data sent.

@@@If the tional network interface board. message appears again, call your sales or service representative. Turn off the power. Replace the network interface board and turn on the power switch. @@@@If the tional hard disk drive. message appears again, call your sales or service representative. Turn off the power switch. Replace the Hard Disk Drive and turn on the power switch. See "Attaching Hard Disk Drive Type 2600", Setup Guide. Turn off the power switch.

Remove the Hard Disk Drive and turn on the power switch. @@@@See "Attaching 1394 Interface Unit Type 4510", Setup Guide. @@Real RAM error. move and re-install the optional RAM. @@@@interface cable that caused the error.

@@There is a problem related to the Universal Serial Bus Connection and Hardware. An error was detected in the IEEE 802.11b interface unit or the Bluetooth interface unit. Turn the power off, and then on. @@Turn the power off, and then on.

Remove and re-install the IEEE 802.11b interface unit or the Bluetooth interface unit correctly. @@See "Attaching 802.11b Interface Unit Type F" or "Attaching Bluetooth Interface Unit Type C", Setup Guide. Hardware Problem USB Hardware Problem Wireless Board Hardware Problem Wireless Card The IEEE 802.11b interface unit or the Bluetooth interface unit could not be detected when the power was turned on. The IEEE 802.11b interface card or the Bluetooth interface card was removed after the power was turned on. An error was detected in the IEEE 802.11b interface card or the Bluetooth interface card.

The maximum HDD area size for form/font has been exceeded. The optional Hard Disk Drive is full. The sample print job or locked print job to be sent from the computer is too large to store. Turn the power off, and then on. Remove and re-install the IEEE 802.11b interface unit or the Bluetooth interface unit correctly. @@See "Attaching 802.11b Interface Unit Type F" or "Attaching Bluetooth Interface Unit Type C", Setup Guide. HDD Full Delete the disused form/font types. Delete any unnecessary stored files.

HDD not Installed You cannot print the sample print and the locked print jobs, because the optional Hard Disk Drive is not installed. The printer is in Hex Dump Mode. Install the Hard Disk Drive. See "Attaching Hard Disk Drive Type 2600", Setup Guide. No action required.

Hex Dump Mode 79 Troubleshooting Messages/Second messages I/O Buffer Overflow Description There is too much data for the I/O Buffer to handle. Solution Make sure the interface cable is inserted into the printer and your computer securely. Make sure the interface cable is not damaged or broken. Increase the size of the I/O buffer. Invalid Data Power Off On Invalid Password Try again Invalid Password File protected The printer has received irregu- Turn the power off, and then on.

If the lar data. message appears again, contact your sales or service representative. The password entered using Enter the correct password using the control panel is not correct. control panel. An incorrect password has been entered more that 10 times, the file is now protected until an administrator can unlock it. Irregular toner is set. The paper size setting on the tray differs from that of actual paper size in the tray. The file is now protected until an administrator can unlock it. Irregular Toner Load Correct Size Paper / Press # to continue Replace the toner to appropriate one. Load { paper size } paper of the selected feed direction and paper size into the tray.

Printing will not automatically resume if the paper size and direction setting is incorrect. Make sure that the paper feed directions set in the printer driver and on the control panel are the same. There are two methods to resume printing. A Use the control panel to set the correct paper size and direction of the paper in tray. Then press {# Enter} key. B Press {Form Feed} key and select the tray with the control panel. Load Paper Max. Size Over / Paper Type: This message will appear as an alternating message in conjunction with [Load Paper], (A4 Recycle), when a size selected at the driver (PC) side is larger than the maximum available size setting on the machine side, this message will be displayed. Reset the job or print on the available paper as is. 80 Troubleshooting Messages/Second messages Load Paper or Form Feed / Paper Size: Paper Type: Description The paper type and size settings for this tray do not match the size and type of paper actually loaded.

Solution Load paper into the tray indicated, then press {# Enter} key to resume printing. Or press {Form Feed} key and select the tray that holds a different type of paper. To cancel printing, press {Job Reset} key. Then press {# Enter} key. Load paper into the tray indicated.

Load Paper: Tray # or Form Feed / Paper Size: Paper Type: Menu Protected Cannot change No Files exist There is no paper left in this tray. #: tray number The menu is protected and the settings cannot be changed. There are no files available for the sample print job or the locked print job.



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