



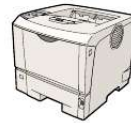
Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for RICOH SP 4210N. You'll find the answers to all your questions on the RICOH SP 4210N in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual RICOH SP 4210N
User guide RICOH SP 4210N
Operating instructions RICOH SP 4210N
Instructions for use RICOH SP 4210N
Instruction manual RICOH SP 4210N



Operating Instructions Hardware Guide



- 1** Guide to the Printer
- 2** Installing Options
- 3** Connecting the Printer Cables
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- 6** Replacing Consumables and Maintenance Kit
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- 9** Troubleshooting
- 10** Removing Misfed Paper
- 11** Appendix

Read this manual carefully before you use this machine and keep it handy for future reference. For safe and correct use, be sure to read the Safety Information before using the machine.



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Manual abstract:

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215 4 Positions of WARNING and CAUTION labels This machine has labels for WARNING and CAUTION at the positions shown below. For safety, please follow the instructions and handle the machine as indicated. BMU008S BMU149S Do not incinerate toner or toner containers. Toner dust may cause flashback when exposed to open flames. BMU151S The inside of this printer becomes very hot. Do not touch parts with this label (indicating a hot surface). Touching these parts will result in burns. BMU150S The inside of this printer becomes very hot. Do not touch parts with this label (indicating a hot surface). Touching these parts will result in burns.

5 BMU0153S The printer weights about 17 kg (37.5 lb.). When moving the machine, detach the optional paper feed and duplex units first, and then use the inset grips on both sides to lift the machine. Otherwise the printer could break or cause injury if dropped. BMU152S The inside of this printer becomes very hot. Do not touch parts with this label (indicating a hot surface). Touching these parts will result in burns. Power Switch Symbols The meanings of the symbols for the switches on this machine are as follows: · · :POWER ON. · :POWER OFF.

6 Manuals for This Printer Read this manual carefully before you use this machine. Refer to the manuals that are relevant to what you want to do with the

printer. · Media differ according to manual. Safety Information Contains information about safe usage of this printer. To avoid injury and prevent damage to the printer, be sure to read this. Quick Installation Guide Contains procedures for removing the printer from its box, connecting it to a computer, and installing its driver. Hardware Guide (This manual) Contains information about paper and procedures such as installing options, replacing consumables, responding to error messages, and resolving jams. Software Guide Contains information about using this printer, its software, and its security functions.

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This manual includes descriptions of functions and settings that might not be available on this printer.

· Manuals provided are specific to machine types. 7 How to Read This Manual Symbols This manual uses the following symbols: Indicates points to pay attention to when using the machine, and explanations of likely causes of paper misfeeds, damage to originals, or loss of data. Be sure to read these explanations. Indicates supplementary explanations of the machine's functions, and instructions on resolving user errors. This symbol is located at the end of sections.

It indicates where you can find further relevant information. [] Indicates the names of keys that appear on the machine's display. [] Indicates the names of keys on the machine's control panel. 8 Model-Specific Information In this manual, the following symbols indicate information that relates to a specific printer model. This indicates information about the 220 to 240 V model printer.

Read if you have purchased this model. This indicates information about the 120 V model printer. Read if you have purchased this model. · Check the label behind the front cover of the printer to identify the printer's model. BMU010S · Dimensions in this manual are given in two units of measure: metric and inch.

If your printer is the 220 to 240 V model, refer to the metric units. If your printer is the 120 V model, refer to the inch units. 9 List of Options This section provides a list of options for this printer, and how they are referred to as in this manual. Option List Paper Feed Unit TK1030 Duplex Unit AD1000 Envelope Feeder Type 400 Hard Disk Drive Type 2670 Memory Unit Type C 128 MB Memory Unit Type C 256 MB Gigabit Ethernet Board Type A Paper feed unit Duplex unit Envelope feeder Hard disk drive 128 MB SDRAM module 128 MB SDRAM module Gigabit Ethernet board Referred to as IEEE 802.11a/g Interface Unit Type L Wireless LAN interface unit IEEE 802.

11a/g Interface Unit Type M Wireless LAN interface unit IEEE 1284 Interface Board Type A Data Overwrite Security Unit Type L Data Storage Card Type A SD Card for NetWare Printing Type B VM Card Type D IEEE 1284 interface board Data overwrite security unit Data storage card NetWare card VM card ·

For details about the specifications of each option, see "Specifications". · p.207 "Specifications" 10 Installing the Operating Instructions Follow the instructions in the HTML Operating Instructions Manuals that are provided on the "Manuals" CD-ROM. · System Requirements : · 800 × 600 or higher monitor resolution. · Web Browser Requirements : · Microsoft Internet Explorer 4.01 SP2 or later · Netscape 6.2 or later 1. Quit all applications currently running. 2. Insert the CD-ROM "Manuals" into the CD-ROM drive.

The installer starts. 3. Select an interface language and the model type you want to use, and then click [OK]. 4. Click [Install manuals] or [Install HTML manuals].

If you want to read manuals from CD-ROM, click [Read manuals]. If you want to read manuals from CD-ROM, click [Read HTML manuals] or [Read PDF manuals]. 5. Follow the instructions on the screen to complete the installation. 6.

Click [Finish] when the installation is completed. 7. Click [Exit]. · Auto Run may not work under certain operating system setting. If this is the case, copy all data on the CD-ROM root directory to your hard disk drive, and then launch "Setup.exe" to start the installation. · To uninstall the Operating Instructions Manual, select [Programs] in the [Start] menu, select your printer driver, and then click [uninstall]. You can uninstall each Operating Instructions separately. · If you are using an unsupported Web browser and the simpler version of the Operating Instructions Manual does not display correctly, open the folder "MANUAL_HTML\LANG\ (language)\(manual name)\inv\" on the "Manuals" CD-ROM, and then double-click on "index.htm".

11 12 1. Guide to the Printer This chapter explains the names and functions of the printer's components. Exterior: Front View This section explains names and functions of the parts on the front and right side of the printer. 1 BMU005S 1. Paper Size Dial Adjust this dial according to the size and feed direction of the paper loaded in the paper tray. 2. Bypass Tray Extension Pull this out when loading a sheet that is longer than B5 on the Bypass Tray. 3. Bypass Tray Use this tray to feed in thick paper, OHP transparencies, adhesive labels, envelopes, and sheets of non-standard length. When printing on custom paper size, printer driver settings are required.

Up to 100 sheets of plain paper (80 g/m², 20 lb.) can be loaded on the Bypass Tray. See p.85 "Supported Paper for Each Tray" and p.96 "Loading Paper".

13 1. Guide to the Printer 4. Control Panel Features keys for printer operations and a display that shows the printer's operational status. 5. Tray Extension Pull this out if the paper you are loading is longer than B5.

6. Output Tray (Standard Tray) Prints are delivered here printed side facing down. 7. Paper Exit Cover Open this cover to remove jammed paper. 8. Ventilator Prevents the printer's internal components overheating. Do not block or obstruct the ventilator area. Doing so can result in malfunctions caused by build up of heat inside the machine. 9. Front Cover Release Button Press this to open the front cover.

10. Power Switch Press this to turn the printer's power on and off. 11. Paper Tray (Tray 1) Loads up to 500 sheets of plain paper (80 g/m², 20 lb.) into this tray for printing. The paper tray is identified as "Tray 1" on the display. 12. Friction Pad This ensures only one sheet of paper is fed in at a time. If multi-sheet feeds occur, clean the friction pad carefully. If the message "Replace Maintenance Kit", replace the friction pad with a new one.

1 14 Exterior: Rear View Exterior: Rear View This section explains names and functions of the parts on the rear and left side of the printer. 1 BMU112S 1.

Rear Cover Remove this to install the optional duplex unit or to replace the fusing unit. 2. Power Connector Connect the power cord to the printer here. Insert the other end of the cable into a nearby wall outlet. Do not use extension leads or adaptor plugs to connect this machine to a wall outlet. 3. Paper Tray Cover Keeps paper in the tray free of dust. 4.

Controller Board Slide this out to install the hard disk or SDRAM module. 5. Ventilators Prevent the printer's internal components overheating. Do not block or obstruct the ventilator areas. Doing so can result in malfunctions caused by build up of heat inside the machine. 6. Optional Interface Board Slot Install an optional interface board here. The Gigabit Ethernet board, Wireless LAN interface unit, or IEEE1284 interface board can be installed in this slot.



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7. SD Card Slots Remove the cover and install SD cards here.

Install the data overwrite security unit, data storage card, or IPDS unit in the upper slot. Install the VM card in the lower slot. 8. Ethernet Port Use this port to connect the printer to a network via an Ethernet cable (RJ-45 connector). 15 1. Guide to the Printer 9. USB Port B Use this port to connect a computer directly to the printer via a USB cable. 10. USB Port A This port is usually not used. 16 Interior Interior [Front view] [Back view] 1 BMU004S 1. Toner Cartridge (Print Cartridge) Contains toner and the photo conductor unit. When "Replace Print Cartridge" appears on the display, replace this unit. 2. Front Cover Open this to access the printer's interior. 3.

Guide Board Open this to remove jammed paper. 4. Registration Roller Pulls in sheets of paper for printing. Be sure to clean this roller if it becomes dirty. See p.

151 "Cleaning the Registration Roller". 5. Transfer Roller Cover Open this to replace the transfer roller. 6. Transfer Roller When "Replace Maintenance Kit" appears on the display, replace this roller. 7. Fusing Unit Lock Levers Lift these levers to replace the fusing unit. 8. Fusing Unit Fuses print images onto paper. When "Replace Maintenance Kit" appears on the display, replace this unit.

9. Envelope lever Use this lever if envelopes become wrinkled during printing. Raising or lowering the envelope lever according to the thickness of the paper you are printing on can improve print quality. 17 1. Guide to the Printer Control Panel 1 BMU099S 1. Display Displays error messages and the printer's current operational status. The display's back light turns off when the machine enters Energy Saver mode. For details about Energy Saver mode, see Software Guide. 2. Power indicator Remains lit as long as the printer is powered.

Is unlit when the machine is in Energy Saver mode or is not powered. 3. Alert indicator Blinks or lights up whenever any printer error occur. A message describing the cause of the error also appears on the display. 4.

Data In indicator Flashes when the printer is receiving data from a computer. Remains lit if data is about to be printed. 5. [Suspend/Resume] key Press this to suspend a print job. This key remains lit as long as the job is suspended.

To resume the job, press this key again. 6. [Job Reset] key When the printer is online, press this to cancel any current print jobs. See "Canceling a Print job", Software Guide. 7. [Form Feed] key When the printer is offline, pressing this will print all the data remaining in the printer's input buffer. 18 Control Panel This does not work if the printer is online. 8. [Menu] key Press this to configure and check the printer's current settings. 9.

[Escape] key Press this to return the display to its previous state. 10. [Enter] key Press this to perform functions that are selected on the display. Press this to clear errors. 11. [] [] keys When making settings, press these increase or decrease the value of a setting. Keep the key pressed to quicken scrolling and increase or decrease values on the display in units of 10. 19 1. Guide to the Printer Turning the Printer's Power On and Off 1 This section explains the procedures for turning the printer's power on and off. · Do not turn off the main power switch before following the shutdown procedure shown here.

Doing so can result in damage to the hard disk or memory, leading to malfunction. Turning on the Power Use this procedure to turn on the printer's power. 1. Turn the printer's power switch to On. BMU211S When the printer has fully warmed up, a ready message appears on the display and you can begin printing. Turning off the Power Use this procedure to turn off the printer's power. 1. Press the [Menu] key. BMU098S 20 Turning the Printer's Power On and Off 2.

Press the [] or [] key to display [Shutdown], and then press the [Enter] key.

3. Press the [Enter] key. 1 4. Wait until a screen prompting you to turn off the main power appears, then turn the power switch to Off. · Even if you follow the shutdown procedure, the machine might not shutdown in the following cases: · If it is communicating with external devices. · If the hard disk is active. 21 1. Guide to the Printer 1 22 2. Installing Options This chapter explains how to install various options for this printer. Available Options By installing options, you can improve printer performance and expand the available features.

2 · Before installing options, the machine should be turned off and unplugged for at least an hour. Components inside the machine become very hot, and can cause a burn if touched. · Before moving the machine, unplug the power cable from the outlet. If the cable is unplugged abruptly, it could become damaged. Damaged plugs or cables can cause an electrical or fire hazard. · When lifting the machine, use the grips on both sides. The machine could break or cause an injury if dropped. · The voltage rating of the connector for options is 24 V DC or less. Order of Option Installation Installing multiple options in the following order is recommended: 1. Attach the paper feed unit (Paper Feed Unit TK1030).

Attach the paper feed unit to the bottom of the printer. You can attach up to two paper feed units. Up to 1600 sheets of paper can be loaded. 2. Attach the envelope feeder (Envelope Feeder Type 400).

Replace the paper tray of the optional feeder with the envelope feeder. 3. Take out the controller board from the printer. 4. Install the hard disk drive (Hard Disk Drive Type 2650).

Install the hard disk drive to the controller board. 5. Install the SDRAM module (Memory Unit Type C 128MB/256MB). Install the module to the SDRAM module slot on the controller board. There are two types of memory unit: 128 MB and 256 MB. 23 2. Installing Options 6. Install the optional interface board. Install an optional Gigabit Ethernet board, wireless LAN interface unit, or IEEE 1284 interface board in the slot. 7.

Insert SD card options. Install the security unit (Data Overwrite Security Unit Type L, Data Storage Card Type A), or the VM card (VM Card Type H). Insert these units into the SD card slot on the controller board. 8. Attach the duplex unit. (Duplex Unit AD1000). Attach the duplex unit to the rear of the printer. 2 Installing Options Install options in the positions shown in the illustration. Exterior BMU009S 1. Paper feed unit (Tray 2 or Tray 3) You can load up to 500 sheets (60-130 g/m², 16-34 lb.

) of plain paper into the tray. See p.27 "Attaching the Paper Feed Unit". 2. Envelope feeder You can load up to 60 envelopes (72-90 g/m², 19-24 lb.) into the tray. See p.30 "Attaching the Envelope Feeder". 24 Available Options 3. Duplex unit You can print on both sides of paper.

Install the duplex unit by removing the rear cover of the printer.



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See p.49 "Attaching the Duplex Unit". · Up to two paper feed units can be attached. · The upper optional paper feed unit is displayed with "Tray 2", and the lower unit is displayed with "Tray 3" on the display. · The envelope feeder is a tray that slides into the optional paper feed unit. Without the optional paper feed unit, the envelope feeder cannot be used. · Your printer can accommodate two optional paper feed units. The envelope feeder can be used in "Tray 2".
The main unit's feed tray (Tray 1) cannot be used for this purpose.

Interior 2 BMU101 S 1. Memory unit 128MB/ 256MB (SDRAM module) Install 128 MB or 256 MB SDRAM module into the controller board slot. See p.32 "Installing the Memory Expansion Units". 2. Optional cards See p.47 "Installing SD Memory Card Options". 3. Optional interface boards See p.40 "Installing the Interface Units".

4. Hard disk drive See p.32 "Installing the Memory Expansion Units". 25 2. Installing Options · You cannot install following options at the same time: · Wireless LAN interface unit · Gigabit Ethernet board · IEEE 1284 interface board 2 Caution when re-installing the controller board This section describes handling the controller board when installing options.

If you slide out the controller board to install units, carefully read the instruction to re-install the controller board. · The following may occur if the controller board is not properly installed: · all control panel indicators are lit. · no control panel indicators are lit. · the error message appears on the display. Re-install the controller board into the printer by pushing the bottom center area of the board.

26 Attaching the Paper Feed Unit Attaching the Paper Feed Unit When installing multiple options, install the paper feed unit first. · Before moving the machine, unplug the power cord from the outlet. If the cord is unplugged abruptly, it could become damaged. Damaged plugs or cords can cause an electrical or fire hazard. · When lifting the paper feed unit, hold the bottom of it, and then lift it slowly. Lifting it carelessly or dropping it may cause an injury. · The printer weighs about 17.5 kg (38.6 lb.).

When lifting the machine, use the inset grips on both sides. Otherwise the printer could break or cause injury if dropped. 2 · Do not slide out more than one paper tray at a time. Fully extending more than one full tray at a time can cause the machine to topple over. · Check the printer nameplate to confirm the model code. · Before using the new paper feed unit, you must make settings in the printer driver. 1. Check the package contains the following: Paper Feed Unit (including a paper tray) BMU107S 2. Turn off the power of the printer, and then unplug the printer's power cable and the interface cable. 27 2.

Installing Options 3. Remove the adhesive tape from the paper feed unit. 2 BMU108S 4. Align the holes over the pins, and then lower the printer gently onto the paper feed unit. There are three pins on the top of the paper feed unit that point straight up.

On the bottom of the printer, there are three holes. BMU011S BMU021S 5. Attach the interface cable to the printer. 6. Plug the printer's power cord back into the wall outlet, and then turn on the power.

· After finishing installation, you can check whether the paper feed unit is properly installed: Print the configuration page from the [List/Test Print] menu. If it is installed properly, you will see "Paper Feed 28 Attaching the Paper Feed Unit Unit (Tray 2)" or "Paper Feed Unit (Tray 2), Paper Feed Unit (Tray 3)" for "Connection Equipment" on the configuration page. · If the paper feed unit is not installed properly, reinstall it from the start. If you cannot install it properly even after attempting reinstallation, contact your sales or service representative. · To attach two paper feed units at the same time, first stack them one upon the other, and then attach them as a single unit. · "Printing the Test Page", Quick Installation Guide. · p.96 "Loading Paper" · p.157 "Adjusting Tray Registration" 2 29 2. Installing Options Attaching the Envelope Feeder · Pull out only one paper tray at a time.

Having multiple paper trays fully extended could cause the machine to topple. 2 · The tray of the upper optional paper feed unit (Tray 2) is beneath the standard paper tray (Tray 1). · Your printer can accommodate two optional paper feed units. The envelope feeder can be used in "Tray 2". The main unit's feed tray (Tray 1) cannot be used for this purpose. 1. Check the package contains the following: Envelope Feeder BMU003S 2. Pull out the optional paper tray (Tray 2) of the optional paper feed unit until it stops. After that, lift it slightly, and then pull it out. BMU109S 30 Attaching the Envelope Feeder 3. Lift the front of the envelope feeder, and slide it carefully into the paper feed until it stops. 2 BMU110S · This unit is a tray that slides into the optional paper feed unit. Without the optional paper feed unit, this envelope feeder cannot be used. · Keep the removed paper tray with paper in a cool dark place. · p. 96 "Loading Paper" 31 2. Installing Options Installing the Memory Expansion Units · Do not touch the inside of the controller board compartment. Doing so may cause a machine malfunction or a burn. 2 Installing the Hard Disk · Before touching the hard disk drive, touch something metal to discharge any static electricity. Static electricity can damage the hard disk drive.

· Do not subject the hard disk drive to physical shocks. · Before using the new hard disk drive, be sure to make the settings in the printer driver. 1. Check the package contains the following: BMU116S 1. Hard disk drive 2. Screws 2. Turn off the power of the printer, and then unplug the power cable and interface cable. 3. Remove the two screws holding the controller board in place. BMU022S 32 Installing the Memory Expansion Units The removed screws are required in fastening the controller board.

4. Pull out the handle of the controller board. 2 BMU023S 5. Pull the handle, and then slide the controller board out. BMU024S 6. Place the controller board on a flat surface. The hard disk drive is installed in the slot shown in the illustration below. BMU222S 7. Insert the protrusion on the front end of the hard disk board into the notch on the back panel of the controller board. Be sure to set the hard disk board parallel with the controller board. 33 2. Installing Options 2 BMU117S 8. Fit the hard disk on the connector of the controller board carefully.



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BMU118S 9. Tighten the two screws by turning them clockwise with a coin, and then secure the hard disk board by tightening the third screw from the under side of the controller board.

BMU119S 10. To install other options on the controller board, follow the installation procedure shown in the documentation provided with the option. 34 Installing the Memory Expansion Units 11. Match the controller board to the top and bottom rail using the " " mark, and then slide it into the printer slowly until it stops. 2 BMU025S 12.

Push the handle of the controller board until it clicks. BMU026S 13. Fasten the controller board to the printer with the two screws. BMU027S · Use a coin or similar object if the screws do not turn easily. · After finishing installation, you can check whether the hard disk drive is properly installed: Print the configuration page from the [List/Test Print] menu. If it is installed properly, you will see "Hard Disk Drive" for "Device Connection" on the configuration page. 35 2. Installing Options · If the Hard disk drive is not installed properly, repeat the procedure from the start. If you cannot install it properly even after reinstallation, contact your sales or service representative. · "Printing the Test Page", Quick Installation Guide.

2 Installing the SDRAM Module · Before touching the memory unit, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the memory unit. · Do not subject the memory unit to physical shocks. · The printer comes equipped with 256 MB of memory. This can be expanded to a maximum of 512 MB. · Before using the new memory unit, be sure to make settings in the printer driver. 1. Turn off the power of the printer, and then unplug the power cable and interface cable. 2. Remove the two screws holding the controller board in place.

BMU022S The removed screws are required in fastening the controller board. 3. Pull out the handle of the controller board. BMU023S 36 Installing the Memory Expansion Units 4. Pull the handle, and then slide the controller board out.

2 BMU024S 5. Place the controller board on a flat surface. The Memory Unit is installed in the slot shown in the illustration below. BMU113S 6. Align the notch on the SDRAM module with the slot, and then carefully push in the SDRAM module at an angle.

BMU114S 37 2. Installing Options 7. Holding the SDRAM module at an angle, press it down until it clicks into place. 2 BMU115S 8. Match the controller board to the top and bottom rail using the " " mark, and then slide it into the printer slowly until it stops. BMU025S 9. Push the handle of the controller board until it clicks. BMU026S 38 Installing the Memory Expansion Units 10. Fasten the controller board to the printer with the two screws. 2 BMU027S · Use a coin or similar object if the screws do not turn easily.

· After finishing the installation, you can check the memory unit is properly installed: Print the configuration page from the [List/Test Print] menu. If it is installed properly, the memory capacity will appear under "Total Memory" on the configuration page. · The table below shows the total SDRAM module capacities. Standard 256 MB 256 MB 128 MB 256 MB Extended 384 MB 512 MB Total · If the memory unit is not properly installed, repeat this procedure. If you cannot install it properly even after reinstallation, contact your sales or service representative. · Install the controller board carefully to prevent any malfunction. · "Printing the Test Page", Quick Installation Guide. 39 2. Installing Options Installing the Interface Units · Do not touch the inside of the controller board compartment. Doing so may cause a machine malfunction or a burn.

2 Installing the Wireless LAN Interface Unit · Before you begin any installation, always ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the unit. · Do not subject the unit to physical shocks. 1. Check the package contains the following: BFL301S 2.

Turn off the power of the printer, and then unplug the power cable and the interface cable. 3. Remove the two screws and the slot cover of the wireless LAN interface unit mounting bracket. BMU028S 40 Installing the Interface Units When the wireless LAN unit is installed, the slot cover is no longer required.

However, we recommend you keep the cover for future use.

4. Attach the wireless LAN interface unit. Insert the end of the wireless LAN interface unit into the slot. 2 BMU100S 5. Fasten the wireless LAN interface unit to the controller board with the two screws. BMU043S Check the wireless LAN interface unit is connected firmly to be controller board. · Use a coin or similar object if the screws do not turn easily. · After finishing installation, you can check the wireless LAN interface unit is properly installed: Print the configuration page from the [List/Test Print] menu. If it is installed properly, "Wireless LAN" will appear for "Device Connection" on the configuration page. · If the wireless LAN interface unit is not installed properly, reinstall it following this procedure.

If you cannot install it properly even after attempting reinstallation, contact your sales or service representative. · You need to make settings with the control panel before using the wireless LAN interface unit. For more information, see "Wireless LAN Configuration". · "Printing the Test Page", Quick Installation Guide 41 2. Installing Options · p.71 "Wireless LAN Configuration" Installing the Gigabit Ethernet Board 2 · The printer's Ethernet and USB ports are not available when the Gigabit Ethernet board is attached to the printer. Use the Ethernet and USB ports on the Gigabit Ethernet board. · Before you begin any installation, always ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the Gigabit Ethernet board.

· Do not subject the Gigabit Ethernet board to physical shocks.

1. Check the package contains the following: BFL310S 1. Gigabit Ethernet Board 2. Protective caps (one each for the Ethernet port and the USB port) 3. Ferrite Core 2.

Turn off the power, and then unplug the power cable. 3. Disconnect the cables from the Ethernet port and the USB port of the printer, and cover each port with its protective cap. BMU040S 42 Installing the Interface Units 4. Remove the two screws and the slot cover of the Gigabit Ethernet board mounting bracket.

2 BMU028S When the Gigabit Ethernet board is installed, the slot cover is no longer required.



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However, we recommend you keep the cover for future use. 5. Attach the Gigabit Ethernet board to the controller board. Insert the end of the Gigabit Ethernet board into the slot. BMU041S 6. Fasten the Gigabit Ethernet board to the controller board with two screws. BMU042S Check the Gigabit Ethernet board is connected firmly to the controller board. · Use a coin or similar object if the screws do not turn easily. 43 2.

Installing Options · After finishing installation, check the Gigabit Ethernet board is installed properly: print the configuration page from the [List/Test Print] menu. If it is installed properly, you will see "Gigabit Ethernet" for "Device Connection" on the configuration page. · If the Gigabit Ethernet board is not installed properly, reinstall it following this procedure. If you cannot install it properly even after attempting reinstallation, contact your sales or service representative. 2 · You need to make settings with the control panel before using the Gigabit Ethernet board. For details, see "Ethernet Configuration". ·

"Printing the Test Page", Quick Installation Guide. · p.61 "Ethernet Configuration" Installing the IEEE 1284 Interface Board · Before you begin any installation, always ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the IEEE 1284 interface board.

· Do not subject the IEEE 1284 interface board to physical shocks. · For connection to the IEEE 1284 interface board, use a half pitch 36-pin interface cable. 1. Check the package contains the following: BFL302S 2. Turn off the power, and then unplug the power cable.

44 Installing the Interface Units 3. Remove the two screws and the slot cover of the IEEE 1284 interface board mounting bracket. 2 BMU028S When the IEEE 1284 interface board is installed, the slot cover is no longer required. However, we recommend you keep the cover for future use. 4.

Attach the IEEE 1284 interface board to the controller board. Insert the end of the IEEE 1284 interface board into the slot. BMU223S Confirm that the IEEE 1284 interface board is firmly connected to the controller board. 5. Fasten the IEEE 1284 interface board to the controller board with two screws. BMU224S Check the IEEE 1284 interface board is connected firmly to the controller board. 45 2. Installing Options · Confirm that the IEEE 1284 interface board was correctly installed by printing the configuration page. If it is correctly installed, "Parallel Interface" will appear for "Device Connection" on the configuration page. 2 · If the board was not installed properly, repeat the procedure from step 2.

If it cannot be installed correctly even after reattempting installation, contact your sales or service representative. · "Printing the Test Page", Quick Installation Guide. 46 Installing SD Memory Card Options Installing SD Memory Card Options Installing the data overwrite security unit, data storage card, or VM card. · Keep SD memory cards out of reach of children. If a child swallows a SD memory card, consult a doctor immediately. 2 · Do not subject the optional cards to physical shock. · Using the upper slot is recommended for inserting the cards. 1. Check the package contains the following: BFL308S 2.

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

3. Remove the screw and the cover of the card slot at the back of the printer. BMU029S Be sure to keep a screw removed during installation. 47 2. Installing Options 4.

Carefully insert the optional card into the upper slot, until the card clicks into the place. 2 BMU030S 5. Reattach the cover over the optional card. Fasten the screw to secure the cover. BMU031S · Do not touch the card while the printer is in use.

It may come loose, even if pushed only slightly. The slot cover must be reattached. · Confirm that the card was correctly installed by printing the configuration page. · If the card is not installed properly, repeat the procedure from the beginning. If it cannot be installed correctly even after reattempting installation, contact your sales or service representative. · For details about printing the configuration page, see "Printing the Test Page", Quick Installation Guide. 48

Attaching the Duplex Unit Attaching the Duplex Unit · If you attach the duplex unit and the paper feed unit, the paper feed unit must be attached prior to attaching the duplex unit. · Check the printer nameplate to confirm the model code. 1. Check the contents of the box for the following items: 2 BMU002S 2.

Turn off the power of the printer, and then unplug the power cable. 3. Remove the adhesive tape and paper. BMU032S BMU033S 49 2. Installing Options 4. Open the rear cover. 2 BMU034S 5. Lower the rear cover until it is horizontal, and then pull it away. BMU038S Proceed to step 7 if the paper tray cover is not installed. 6.

Pull the bottom of the paper tray cover () up slightly, and then remove the paper tray cover (), in the order shown in the illustration. BMU045S 50 Attaching the Duplex Unit 7. Push in the duplex unit along the rails at the back of the printer. 2 BMU035S 8. Push the duplex unit securely into the printer.

BMU036S · After finishing installation, you can check whether the duplex unit is properly installed: Print the configuration page from the [List/Test Print] menu. If it is installed properly, you will see "Duplex Unit" for "Connection Equipment" on the configuration page. · If the duplex unit is not installed properly, repeat the procedure from the start. If you cannot install it properly even after reinstallation, contact your sales or service representative. · If the printing position is not correct, adjust the registration of the trays.

For more information about adjusting the registration of the trays, see "Adjusting Tray Registration". · When the duplex unit is installed, the rear cover is no longer required. However, we recommend you keep the cover for future use. · "Printing the Test Page", Quick Installation Guide. · p.157 "Adjusting Tray Registration" 51 2. Installing Options 2 52 3. Connecting the Printer Cables This chapter explains how to connect network and USB cables. Ethernet Cable Connection Prepare a hub and other network devices, and connect the Ethernet cable to the printer. Connect 10BASE-T or 100BASE-TX cable to the printer's Ethernet port.

For 1000BASE-T, the optional Gigabit Ethernet board is available. 3 · A network interface cable with a ferrite core must be used for RF interference suppression. · For users outside the United States of America: properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet emission limits.



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· For users in the United States of America: properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet FCC emission limits. · Use shielded Ethernet cable. Unshielded cables create electromagnetic interference that could cause malfunctions. · The Ethernet cable is not supplied with this printer. Select your cable according to the network environment. Connecting to the standard Ethernet port 1. Attach the supplied ferrite core at the printer end of the Ethernet cable.

BMU212S 53 3. Connecting the Printer Cables No attach the ferrite core. 2. Connect the Ethernet cable to the Ethernet port. 3 BMU097S BMU213S 3. Connect the other end of the cable to the network, such as a hub. Connecting to the Ethernet port of the Gigabit Ethernet board 1. Attach the ferrite core at the Gigabit Ethernet cable. Attach one ferrite core at the printer end of the Ethernet cable, and attach the other ferrite core about 10 cm (4 inches) () from this core making a loop as shown. 54 Ethernet Cable Connection BMU300S 3) from this core making a loop as shown.

Attach the other ferrite core about 10 cm (4 inches) (BMU301S 2. Connect the Ethernet cable to the Gigabit Ethernet board. BMU096S 55 3. Connecting the Printer Cables 3 BMU302S 3. Connect the other end of the cable to the network, such as a hub. · The printer's Ethernet and USB ports are not available when the Gigabit Ethernet board is attached to the printer. · "Network Connection", Software Guide. · p.40 "Installing the Interface Units" Reading the LED Lamps For the standard Ethernet port BMU214S 1. Yellow: comes on when 100BASE-TX is being used.

It comes off when 10BASE-T is being used. 2. Green: comes on when the printer is properly connected to the network. 56 Ethernet Cable Connection For the Gigabit Ethernet board BMU215S 3 1. Yellow: comes on 100BASE-TX is being used. 2. Green: comes on when 10BASE-T is being used. 3. Green and yellow lamps come on when 1000BASE-T is being used. 57 3.

Connecting the Printer Cables USB Cable Connection · For users outside the United States of America: properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet emission limits. 3 · For users in the United States of America: properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet FCC emission limits. · USB connection is possible under Windows 2000/XP/Vista, Windows Server 2003/2003 R2/2008, Mac OS 9.x, and Mac OS X 10.3. 3 or later. · USB connection with Mac OS is only possible via the printer's USB port, not the Gigabit Ethernet board's USB port. · The USB cable is not supplied with this printer. Select a cable that is suitable for use with your computer. 1.

Connect the USB cable to the printer. · Connecting the USB cable to the standard USB port B Connect the square-shaped connector of the USB2.0 cable to the USB port B. BMU037S · Connecting the USB cable to the Gigabit Ethernet board USB port Connect the smaller connector of the USB cable to the USB port of the Gigabit Ethernet board. 58 USB Cable Connection BMU044S 2. Connect the opposite end's flat connector to the desired device such as your computer's USB interface, or a USB hub. The printer is now connected to the computer. The Plug and Play screen appears on the computer display. For details, see "Installing the Printer Driver Using USB", Software Guide for details. · "Installing the Printer Driver Using USB", Software Guide · p.

40 "Installing the Interface Units" 3 59 3. Connecting the Printer Cables Parallel Cable Connection The type of cable required varies depending on the computer you are using. Make sure to use the interface cable compliant with your computer. 3 · For users outside the United States of America: properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet emission limits. · For users in the United States of America: properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet FCC emission limits. · The parallel interface cable is not supplied with the printer. · The printer's parallel connection is a standard bidirectional interface that requires an IEEE 1284-compliant half pitch 36-pin parallel cable and host computer parallel port. · Use shielded interface cable. Unshielded cables create electromagnetic interference. 1.

Turn off the printer and computer. 2. Connect the interface cable to the IEEE 1284 interface board. BMU046S 3. Connect the other end of the interface cable to your computer, and then secure the cable.

The printer is now connected to the computer. Install the printer driver. For details, see "Preparation for Printing", Software Guide. · For details about attaching the 1284 interface board, see "Installing the IEEE 1284 Interface Board". · "Printing with Parallel Connection", Software Guide.

· p.40 "Installing the Interface Units" 60 4. Configuration This chapter explains supported network connections, and settings for the IP addresses and the Wireless LAN security. Ethernet Configuration Configure the following network settings according to the network interface you are using. You can use SmartDeviceMonitor for Admin or a Web browser to configure IP address-related settings in a TCP/IP-capable environment. · Configure the printer for the network using the control panel. · The following table shows the control panel settings and their default values. These items appear in the [Host Interface] menu. Setting Name IPv4 Settings · DHCP: On · IPv4 Address: 11.22.

33.44 · Subnet Mask: 0.0.0.0 · Gateway Address: 0.0.0.0 IPv6 Settings IPsec Frame Type (NW) Active Protocol Stateless Sett.: Active Not Active Auto Select · IPv4: Active · IPv6: Not Active · NetWare: Active · SMB: Active · AppleTalk: Active Ethernet Speed IEEE802.1X Auth LAN Type Auto Select Not Active Ethernet Value 4 61 4.

Configuration · If DHCP is in use on your network, the IP address, subnet mask, and gateway address are all set automatically. · The menu items displayed on the control panel may differ depending on the optional unit installed. · Make this setting only when it is necessary. See Software Guide. Specifying an IP Address (No DHCP) Follow this procedure to assign a specific IP address to the printer.

This is only necessary when you will use the printer on a network without DHCP, or want to prevent the printer's IP address from changing.



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Before beginning, make sure that you know the IP address, subnet mask and gateway address that the printer will use. 1. Press the [Menu] key. 4 BMU098S The [Menu] screen appears.

2. Press the [] or [] key to display [Host Interface], and then press the [Enter] key. 3. Press the [] or [] key to display [Network Setup], and then press the [Enter] key. 4. Press the [] or [] key to display [Active Protocol], and then press the [Enter] key. 62 Ethernet Configuration 5. Press the [] or [] key to set the network protocol, and then press the [Enter] key. 6. Press the [] or [] key to display [Active] or [Not Active], and then press the [Enter] key.

Set other protocols you need to set in the same way. · Select [Not Active] for unused protocols. · Enable IPv4 to use the Pure IPv4 environment of NetWare 5/5.1, NetWare 6/6.5. 7. Press the [Escape] key until the screen returns to the [Network Setup] menu. 4 8. If you use IPv4, assign the IPv4 address to the printer. Press the [] or [] key to display [IPv4 Settings], and then press the [Enter] key.

To get the IP address for the printer, contact your network administrator. 9. To specify the IP Address, Press the [] or [] key to display [IPv4 Address], and then press the [Enter] key. If you use IPv4, also assign subnet mask and gateway address. 10.

Press the [] or [] key to enter the address, and then press the [Enter] key. Press the [] or [] key to enter the left most entry field of the address. After entering the left field, press the [Enter] key, and then you can enter the next field. After completing to enter in the all fields, press the [Enter] key. Do not set "11.

22.33.44" as the IP address. 63 4. Configuration 11. If you are using the printer on an IPv4 network, specify the subnet mask and gateway address in the same way as you assigned the IPv4 address. Press the [] or [] key to select [Subnet Mask] or [Gateway Address], and then press the [key. 12. Press the [Menu] key. The initial screen appears.

13. Print a configuration page to confirm the settings made. · "Printing the Test Page", Quick Installation Guide. Enter] 4 Receiving an IP Address Automatically (DHCP) Follow this procedure to set the printer to receive an IP address automatically using DHCP. The DHCP feature is active by default, so this procedure is only required if you have changed the default settings. · When [DHCP] is selected, you cannot configure settings for the following items: · IPv4 Address · Subnet Mask · Gateway Address · Consult your network administrator for information about making network settings. 1. Press the [Menu] key. BMU098S The [Menu] screen appears. 2.

Press the [] or [] key to display [Host Interface], and then press the [Enter] key. 64 Ethernet Configuration 3. Press the [] or [] key to display [Network Setup], and then press the [Enter] key. 4. Press the [] or [] key to display [IPv4 Settings], and then press the [Enter] key.

5. Press the [] or [] key to display [DHCP], and then press the [Enter] key. 4 6. Press the [] or [] key to select [On] or [Off], and then press the [Enter] key. The address will be automatically assigned to the printer.

The default setting is [On]. 7. Press the [Menu] key. The initial screen appears. 8. Print a configuration page to confirm the settings made. · "Printing the Test Page", Quick Installation Guide. Configuring Network Settings When Using NetWare If you use NetWare, select the frame type for NetWare. Select one of the items below if necessary. · Auto Select (Default) · Ethernet II · Ethernet 802.

2 · Ethernet 802.3 · Ethernet SNAP 65 4. Configuration · Usually, use the default setting (Auto Select). When you first select [Auto Select], the frame type detected by the printer is adopted. If your network can use more than two frame types, the printer may fail to select the correct frame type if [Auto Select] is selected. In this case, select the appropriate frame type. · To use NetWare, the optional NetWare card must be installed. 1. Press the [Menu] key. 4 BMU098S The [Menu] screen appears.

2. Press the [] or [] key to display [Host Interface], and then press the [Enter] key. 3. Press the [] or [] key to display [Network Setup], and then press the [Enter] key. 4.

Press the [] or [] key to display [Frame Type (NW)], and then press the [Enter] key. 5. Press the [] or [] key to select the frame type, and then press the [Enter] key. 6. Press the [Menu] key.

The initial screen appears. 66 Ethernet Configuration 7. Print a configuration page to confirm the settings made. · "Printing the Test Page", Quick Installation Guide. Setting the Ethernet Speed You can set the speed that the printer will use for Ethernet communications. In most cases, this should be left on the default setting, [Auto Select]. This setting allows two interfaces to automatically determine the optimum speed when they are connected. Printer Router/HUB 10 Mbps half duplex 10 Mbps full duplex 100 Mbps half duplex 100 Mbps full duplex autonegotiation (auto selection) 10Mbps Half D. 10Mbps Full D. 100Mbps Half 100Mbps Full D.

D. Auto Select 4 - - · Connection cannot be established if the selected Ethernet speed does not match your network's transmission speed. · The auto-negotiation mechanism allows two interfaces to automatically determine an optimum Ethernet speed as soon as they are connected. We recommend you select [Auto Select]. 67 4. Configuration 1. Press the [Menu] key. BMU098S 4 The [Menu] screen appears. 2. Press the [] or [] key to display [Host Interface], and then press the [Enter] key.

3. Press the [] or [] key to display [Network Setup], and then press the [Enter] key. 4. Press the [] or [] key to display [Ethernet Speed], and then press the [Enter] key. 5.

Press the [] or [] key to select the Ethernet speed, and then press the [Enter] key. 6. Press the [Menu] key. The initial screen appears. 7.

Print a configuration page to confirm the settings made. · If Ethernet and wireless LAN are both connected, select which interface you want to use under [LAN Type]. · For details about printing the configuration page, see "Printing the Test Page", Quick Installation Guide. 68 Ethernet Configuration · "Printing the Test Page", Quick Installation Guide. Enabling IEEE 802.1X Authentication Follow this procedure to enable IEEE 802.1X Authentication. · To use IEEE 802.1X Authentication, connect this machine to an authentication enabled port. If you do not, the authentication will fail.

1. Press the [Menu] key. 4 BMU098S The [Menu] screen appears. 2. Press the [] or [] key to display [Host Interface], and then press the [Enter] key. 3. Press the [] or [] key to display [Network Setup], and then press the [Enter] key.



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4. Press the [] or [] key to display [IEEE802.1X Auth], and then press the [Enter] key.

69 4. Configuration 5. Press the [] or [] key to display [Active], and then press the [Enter] key. 6. Press the [Menu] key.

The initial screen appears. 7. Print a configuration page to confirm the settings made. · If Ethernet and wireless LAN are both connected, select which interface you want to use under [LAN Type]. · For details about printing the configuration page, see "Printing the Test Page", Quick Installation Guide. · "Printing the Test Page", Quick Installation Guide. 4 70 Wireless LAN Configuration Wireless LAN Configuration Configure the printer to use wireless LAN. The following table shows the control panel settings and their default values. These items appear in the [Host Interface] menu. Setting Name Comm. Mode Ad-hoc Channel SSID Security Method 802.11 Ad hoc 11 blank None Default Value 4 · Ethernet and wireless LAN cannot be used at the same time. · To use wireless LAN, set as the followings using the control panel: press the [Menu] key, and then select [Host Interface], [Network Setup], [LAN Type], and then [Wireless LAN]. Also, set the IPv4 Address, Subnet Mask, Gateway Address, DHCP, Frame Type (NW), and Active Protocol under the [Network Setup] menu. For details about setting items, see p.

61 "Ethernet Configuration". · The wireless LAN interface unit cannot be used simultaneously with a standard Ethernet interface. · The optional wireless LAN interface unit supports 802.11 Ad hoc and Infrastructure modes. Select [802.11 Ad hoc] or [Infrastructure] for [Comm.Mode]. 1. Press the [Menu] key.

BMU098S The [Menu] screen appears.

2. Press the [] or [] key to display [Host Interface], and then press the [Enter] key. 71 4. Configuration 3. Press the [] or [] key to display [Wireless LAN], and then press the [Enter] key.

4. Press the [] or [] key to display [Comm. Mode], and then press the [Enter] key. 4 5. Press the [] or [] key to select the transmission mode of wireless LAN, and then press the [Enter] key.

The factory default is [802.11 Ad hoc]. The transmission mode of wireless LAN can also be set using a Web browser. For details, see Web browser, and "Configuring the Network Interface Board", Software Guide. 6. If [802.11 Ad hoc] is selected for [Comm. Mode], set the channel to use for transmission. Confirm the network administrator for the channel to use. 7.

In the [Wireless LAN] menu, press the [] or [] key to display [Ad-hoc Channel], and then press the [Enter] key. 8. Press the [] or [] key to set the channel, and then press the [Enter] key. 9. Print a configuration page to confirm the settings made. · "Printing the Test Page", Quick Installation Guide. Setting the SSID To use wireless LAN, set SSID for transmission. Consult your network administrator for the SSID to use. 72 Wireless LAN Configuration When [Comm. Mode] is set to [Infrastructure] or [Ad hoc], you must specify the Service Set Identifier (SSID) of the wireless access point that the printer will connect to for network access.

Ask the network administrator for the SSID to use. 1. In the [Wireless LAN] menu, press the [] or [] key to display [SSID], and then press the [Enter] key. If an SSID has been set, you can check the SSID setting. 2.

Press the [] or [] key to display [Enter ID], and then press the [Enter] key. 4 3. Press the [] or [] key to enter characters, and then press the [Enter] key. The number of characters you have entered is displayed on the top right of the screen. The characters that can be used are ASCII 0x20-0x7e (32 bytes), 16 digits.

4. Print a configuration page to confirm the settings made. · The SSID can also be set using a Web browser. For details, see the Web Image Monitor Help, and "Configuring the Network Interface Board", Software Guide. · WEP key can also be set using a Web browser. For details, see Web Image Monitor Help.

For details about printing the configuration page, see "Printing the Test Page", Quick Installation Guide. · "Configuring the Network Interface Board", Software Guide · "Printing the Test Page", Quick Installation Guide · Web Image Monitor Help 73 4. Configuration Cautions When Using a Wireless LAN A wireless LAN uses radio waves instead of cables to send and receive data. Because radio waves usually pass through walls and other obstructions, the following problems may arise if you do not configure wireless security settings.

Information leakage Information such as IDs, passwords, credit card numbers, and e-mail content may be seen by an unauthorized 3rd party. Unauthorized network access · Damage to or alteration of data and/or system configurations by viruses or other malware. 4 · Impersonation of legitimate network users, resulting in data theft. · Theft of sensitive or confidential data. To minimize the possibility of these threats, it is recommended that you check the available features of this printer, wireless access points, and other equipment that uses the wireless LAN, and configure security settings for the wireless LAN. 74

Setting Security Method of Wireless LAN Setting Security Method of Wireless LAN Setting a WEP key If the wireless network uses WEP to encrypt transmitted data, the corresponding WEP key must be set to the printer to allow communications with other network devices. Ask the network administrator for the WEP key to use. · When activating the WEP Setting, you must enter the WEP key. 1. Press the [Menu] key.

4 BMU098S The [Menu] screen appears. 2. Press the [] or [] key to display [Host Interface], and then press the [Enter] key. 3. Press the [] or [] key to display [Wireless LAN], and then press the [Enter] key.

4. Press the [] or [] key to display [Security Method], and then press the [Enter] key. 75 4. Configuration 5. Press the [] or [] key to display [WEP], and then press the [Enter] key.

When activating the WEP Setting, you will need to enter the WEP key. If you have not entered the key, be sure to enter it. 6. Press the [] or [] key to select [Change (HEX)] or [Change (ASCII)], and then press the [Enter] key. 4 7. Press the [] or [] key to enter the characters, and then press the [Enter] key.

When entering a character, pressing the [Enter] key will mask it with an asterisk for security reasons. When using 64 bit WEP, up to 10 characters can be used for hexadecimal and up to five characters for ASCII. When using 128 bit WEP, up to 26 characters can be used for hexadecimal and up to 13 characters for ASCII. The number of characters that can be entered is limited to 10 or 26 for hexadecimal and 5 or 13 for ASCII.

For ASCII character strings, each uppercase and lowercase letter is recognized respectively.



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