Thank you for purchasing this machine.

This Operation Guide is intended to help you operate the machine correctly, perform routine maintenance, and take simple troubleshooting measures as needed so that the machine can always be used in the optimum condition. Please read this Operation Guide before using the machine.

To maintain quality, we recommend using genuine Kyocera toner containers, which must pass numerous quality inspections.

The use of non-genuine toner containers may cause failure.

We will not be liable for any damages caused by the use of third party supplies in this machine.

A label is affixed to our replacement genuine toner containers, as shown below.

Checking the Equipment's Serial Number

The equipment's serial number is printed in the location shown in the figure.

You'll need the equipment's serial number when contacting your Service Representative. Please check the number before contacting your Service Representative.
Contents

Preface .................................................................................................................................................. i
Contents ................................................................................................................................................... ii
Machine Features ...................................................................................................................................... vi
Guides Provided with the Machine ........................................................................................................ viii
About the Operation Guide (this Guide) .............................................................................................. x
  Structure of the guide ........................................................................................................................... x
  Conventions Used in This Guide .......................................................................................................... xi
Menu Map .............................................................................................................................................. xiii

1  Legal and Safety Information ........................................................................................................... 1-1
  Notice ................................................................................................................................................ 1-2
    Safety Conventions in This Guide .................................................................................................. 1-2
    Environment ................................................................................................................................ 1-3
    Precautions for Use ....................................................................................................................... 1-4
    Laser Safety (Europe) ..................................................................................................................... 1-5
    SAFETY OF LASER BEAM (USA) ................................................................................................. 1-6
    Safety Instructions Regarding the Disconnection of Power ........................................................... 1-7
    Compliance and Conformity ............................................................................................................. 1-7
    Other precautions (for users in California, the United States) .................................................... 1-8
    EN ISO 7779 ................................................................................................................................ 1-8
    EK1-ITB 2000 ................................................................................................................................ 1-8
    Wireless Connection (Mexico only) ................................................................................................ 1-8
    Security Precautions when Using Wireless LAN (If equipped) ...................................................... 1-8
    Limited Use of This Product (If equipped) ....................................................................................... 1-9
    Legal Information .............................................................................................................................. 1-10
    Energy Saving Control Function ....................................................................................................... 1-14
    Automatic 2-Sided Print Function ..................................................................................................... 1-14
    Resource Saving - Paper .................................................................................................................... 1-14
    Environmental benefits of "Power Management" .......................................................................... 1-14
    Energy Star (ENERGY STAR®) Program ........................................................................................ 1-14

2  Installing and Setting up the Machine .............................................................................................. 2-1
  Part Names .......................................................................................................................................... 2-2
    Machine Exterior ............................................................................................................................... 2-2
    Connectors/Interior ............................................................................................................................ 2-3
    With Optional Equipments Attached ............................................................................................... 2-5
  Connecting the Machine and Other Devices ....................................................................................... 2-6
    Connecting Cables ............................................................................................................................ 2-7
      Connecting LAN Cable .................................................................................................................. 2-7
      Connecting USB Cable .................................................................................................................... 2-8
      Connecting the Power Cable ........................................................................................................... 2-8
    Power On/Off ..................................................................................................................................... 2-9
      Power On ......................................................................................................................................... 2-9
      Power Off ........................................................................................................................................ 2-9
  Using the Operation Panel ................................................................................................................... 2-10
    Operation Panel Keys ....................................................................................................................... 2-10
    Operation Method ............................................................................................................................. 2-11
    Help Screen ..................................................................................................................................... 2-12
  Login/Logout ......................................................................................................................................... 2-13
    Login ............................................................................................................................................... 2-13
    Logout .............................................................................................................................................. 2-14
  Default Settings of the Machine .......................................................................................................... 2-15
    Setting Date and Time ...................................................................................................................... 2-15
  Network Setup ................................................................................................................................... 2-16
    Configuring the Wired Network ...................................................................................................... 2-16
    Configuring the Wireless Network .................................................................................................. 2-19
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Setting Wi-Fi Direct</td>
<td>2-23</td>
</tr>
<tr>
<td><strong>Energy Saver function</strong></td>
<td>2-25</td>
</tr>
<tr>
<td>Sleep and Auto Sleep</td>
<td>2-25</td>
</tr>
<tr>
<td>Power Off Rule (models for Europe)</td>
<td>2-26</td>
</tr>
<tr>
<td><strong>Installing Software</strong></td>
<td>2-27</td>
</tr>
<tr>
<td>Software on DVD (Windows)</td>
<td>2-27</td>
</tr>
<tr>
<td>Installing Software in Windows</td>
<td>2-28</td>
</tr>
<tr>
<td>Uninstalling the Software</td>
<td>2-34</td>
</tr>
<tr>
<td>Installing Software in Mac Computer</td>
<td>2-35</td>
</tr>
<tr>
<td><strong>Checking the Counter</strong></td>
<td>2-37</td>
</tr>
<tr>
<td><strong>Additional Preparations for the Administrator</strong></td>
<td>2-38</td>
</tr>
<tr>
<td>Strengthening the Security</td>
<td>2-38</td>
</tr>
<tr>
<td><strong>Command Center RX</strong></td>
<td>2-39</td>
</tr>
<tr>
<td>Accessing Command Center RX</td>
<td>2-40</td>
</tr>
<tr>
<td>Changing Security Settings</td>
<td>2-41</td>
</tr>
<tr>
<td>Changing Device Information</td>
<td>2-43</td>
</tr>
<tr>
<td>E-mail Settings</td>
<td>2-45</td>
</tr>
<tr>
<td>Creating a New Custom Box</td>
<td>2-49</td>
</tr>
<tr>
<td>Printing a document stored in a Custom Box</td>
<td>2-50</td>
</tr>
<tr>
<td><strong>3 Preparation before Use</strong></td>
<td>3-1</td>
</tr>
<tr>
<td><strong>Loading Paper</strong></td>
<td>3-2</td>
</tr>
<tr>
<td>Precaution for Loading Paper</td>
<td>3-3</td>
</tr>
<tr>
<td>Loading in the Cassettes</td>
<td>3-4</td>
</tr>
<tr>
<td>Loading Statement in the Cassettes (For inch model)</td>
<td>3-8</td>
</tr>
<tr>
<td>Loading Paper in the Multi Purpose Tray</td>
<td>3-11</td>
</tr>
<tr>
<td>Specifying Paper Size and Media Type</td>
<td>3-15</td>
</tr>
<tr>
<td><strong>Paper Stopper</strong></td>
<td>3-18</td>
</tr>
<tr>
<td><strong>4 Printing from PC</strong></td>
<td>4-1</td>
</tr>
<tr>
<td><strong>Printing from PC</strong></td>
<td>4-2</td>
</tr>
<tr>
<td>Printing on Non-standard Sized Paper</td>
<td>4-4</td>
</tr>
<tr>
<td>Banner printing</td>
<td>4-5</td>
</tr>
<tr>
<td>Printer Driver Print Settings Screen</td>
<td>4-9</td>
</tr>
<tr>
<td>Printer Driver Help</td>
<td>4-10</td>
</tr>
<tr>
<td>Changing the Default Printer Driver Settings (Windows 10)</td>
<td>4-10</td>
</tr>
<tr>
<td>Canceling Printing from a Computer</td>
<td>4-10</td>
</tr>
<tr>
<td><strong>Printing by AirPrint</strong></td>
<td>4-11</td>
</tr>
<tr>
<td><strong>Printing by Google Cloud Print</strong></td>
<td>4-11</td>
</tr>
<tr>
<td><strong>Printing by Mopria</strong></td>
<td>4-11</td>
</tr>
<tr>
<td><strong>Printing with Wi-Fi Direct</strong></td>
<td>4-11</td>
</tr>
<tr>
<td><strong>Printing Data Saved on the Printer</strong></td>
<td>4-12</td>
</tr>
<tr>
<td>Specifying the Job Box from a Computer and Storing the Job</td>
<td>4-12</td>
</tr>
<tr>
<td>Printing Documents from Private Print Box</td>
<td>4-13</td>
</tr>
<tr>
<td>Printing Document from Stored Job Box</td>
<td>4-15</td>
</tr>
<tr>
<td>Printing Document from Quick Copy Box</td>
<td>4-17</td>
</tr>
<tr>
<td>Printing Document from Proof and Hold Box</td>
<td>4-19</td>
</tr>
<tr>
<td><strong>Job Box Setting</strong></td>
<td>4-21</td>
</tr>
<tr>
<td><strong>Status Monitor</strong></td>
<td>4-22</td>
</tr>
<tr>
<td>Accessing the Status Monitor</td>
<td>4-22</td>
</tr>
<tr>
<td>Exiting the Status Monitor</td>
<td>4-22</td>
</tr>
<tr>
<td>Status Monitor Display</td>
<td>4-22</td>
</tr>
<tr>
<td>Section</td>
<td>Title</td>
</tr>
<tr>
<td>---------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>5</td>
<td>Operation on the Machine</td>
</tr>
<tr>
<td></td>
<td>Canceling Jobs</td>
</tr>
<tr>
<td></td>
<td>What is Document Box?</td>
</tr>
<tr>
<td></td>
<td>Using a Custom Box</td>
</tr>
<tr>
<td></td>
<td>Creating a New Custom Box</td>
</tr>
<tr>
<td></td>
<td>Editing and Deleting Custom Box</td>
</tr>
<tr>
<td></td>
<td>Storing Documents</td>
</tr>
<tr>
<td></td>
<td>Printing Documents</td>
</tr>
<tr>
<td></td>
<td>Editing Documents</td>
</tr>
<tr>
<td></td>
<td>Deleting Documents</td>
</tr>
<tr>
<td></td>
<td>Printing Documents Stored in Removable USB Drive</td>
</tr>
<tr>
<td></td>
<td>Removing USB Drive</td>
</tr>
<tr>
<td>6</td>
<td>Using Various Functions</td>
</tr>
<tr>
<td></td>
<td>Functions Available on the Machine</td>
</tr>
<tr>
<td></td>
<td>Custom Box (Printing)</td>
</tr>
<tr>
<td></td>
<td>USB Drive (Printing Documents)</td>
</tr>
<tr>
<td></td>
<td>Functions</td>
</tr>
<tr>
<td></td>
<td>EcoPrint</td>
</tr>
<tr>
<td></td>
<td>Duplex</td>
</tr>
<tr>
<td></td>
<td>Job Finish Notice</td>
</tr>
<tr>
<td></td>
<td>File Name Entry</td>
</tr>
<tr>
<td></td>
<td>Quiet Mode</td>
</tr>
<tr>
<td></td>
<td>Del. after Print (Delete after Printed)</td>
</tr>
<tr>
<td></td>
<td>Encrypted PDF</td>
</tr>
<tr>
<td></td>
<td>TIFF/JPEG Size</td>
</tr>
<tr>
<td></td>
<td>XPS FitTo Page</td>
</tr>
<tr>
<td>7</td>
<td>Status/Job Cancel</td>
</tr>
<tr>
<td></td>
<td>Checking Job Status</td>
</tr>
<tr>
<td></td>
<td>Checking Job History</td>
</tr>
<tr>
<td></td>
<td>Sending the Log History</td>
</tr>
<tr>
<td></td>
<td>Device/Communication</td>
</tr>
<tr>
<td></td>
<td>Checking the Remaining Amount of Toner and Paper (Paper/Supplies)</td>
</tr>
<tr>
<td>8</td>
<td>Setup and Registration (System Menu)</td>
</tr>
<tr>
<td></td>
<td>System Menu</td>
</tr>
<tr>
<td></td>
<td>Menu Settings</td>
</tr>
<tr>
<td></td>
<td>Report</td>
</tr>
<tr>
<td></td>
<td>Paper Settings</td>
</tr>
<tr>
<td></td>
<td>Print Settings</td>
</tr>
<tr>
<td></td>
<td>Network</td>
</tr>
<tr>
<td></td>
<td>Optional Network</td>
</tr>
<tr>
<td></td>
<td>Device Common</td>
</tr>
<tr>
<td></td>
<td>Security</td>
</tr>
<tr>
<td></td>
<td>User/Job Account</td>
</tr>
<tr>
<td></td>
<td>Adjust/Maint.</td>
</tr>
<tr>
<td></td>
<td>Op Functions</td>
</tr>
<tr>
<td></td>
<td>Software</td>
</tr>
<tr>
<td>9</td>
<td>User Authentication and Accounting (User Login, Job Accounting)</td>
</tr>
<tr>
<td></td>
<td>Overview of User Login Administration</td>
</tr>
<tr>
<td></td>
<td>Enabling User Login Administration</td>
</tr>
<tr>
<td></td>
<td>Setting User Login Administration</td>
</tr>
<tr>
<td></td>
<td>Adding a User (Local User List)</td>
</tr>
<tr>
<td></td>
<td>Changing User Properties</td>
</tr>
</tbody>
</table>
### 10 Troubleshooting .................................................. 10-1

- Regular Maintenance ................................................................. 10-2
- Cleaning .................................................................................. 10-2
- Toner Container Replacement .................................................. 10-4
- Waste Toner Box Replacement .................................................. 10-9

### Troubleshooting ................................................................. 10-11
- Solving Malfunctions ................................................................. 10-11
- Responding to Messages ........................................................... 10-15
- Clearing Paper Jams ................................................................. 10-24

### 11 Appendix ............................................................................ 11-1

- Optional Equipment ................................................................. 11-2
  - Overview of Optional Equipment ............................................ 11-2
  - Optional Function ................................................................. 11-7

- Character Entry Method .......................................................... 11-9
  - Using the Keys ........................................................................ 11-9
  - Selecting Type of Characters .................................................. 11-10
  - Characters That Can be Entered Using the Numeric Keys .... 11-10
  - Entering Symbols .................................................................. 11-11
  - Entering Characters ................................................................. 11-11

- Paper ....................................................................................... 11-13
  - Basic Paper Specifications .................................................. 11-13
  - Choosing the Appropriate Paper ........................................... 11-14
  - Special Paper ......................................................................... 11-17

- Specifications .......................................................................... 11-21
  - Machine ................................................................................ 11-21
  - Printer Functions ................................................................. 11-23
  - Paper Feeder (500-sheet) (Option) ......................................... 11-23
  - Bulk Paper Feeder (2000-sheet) (Option) .............................. 11-24

- Glossary .................................................................................. 11-25

- Index ........................................................................................ Index-1
## Machine Features

The machine is equipped with many useful functions.

#### Using Various Functions (page 6-1)

Here are some examples.

<table>
<thead>
<tr>
<th>Optimize your office workflow</th>
<th>Save energy and cost</th>
<th>Strengthen security</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Save frequently used documents in the machine (Custom Box)</strong></td>
<td><strong>Save energy as needed (Energy Saver function)</strong></td>
<td><strong>Use less toner for printing (EcoPrint)</strong></td>
</tr>
<tr>
<td>![Custom Box Icon]</td>
<td>![Energy Saver Icon]</td>
<td>![EcoPrint Icon]</td>
</tr>
<tr>
<td>You can save the frequently used document in the machine and print it when needed.</td>
<td>The machine is equipped with Energy Saver function that automatically switched into Sleep Mode.</td>
<td>You can save toner consumption with this function. When you only need to check the printed content, such as a trial print run or documents for internal confirmation, use this function to save toner. Use this function when a high-quality print is not required.</td>
</tr>
<tr>
<td>➤ Using a Custom Box (page 5-5)</td>
<td>➤ Energy Saver function (page 2-25)</td>
<td>➤ EcoPrint (page 6-4)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Save energy and cost</th>
<th>Strengthen security</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reduce paper use (Paper Saving Printing)</strong></td>
<td><strong>Protect data on the SSD (Encryption / Overwrite)</strong></td>
</tr>
<tr>
<td>![Duplex Icon]</td>
<td>![SSD Icon]</td>
</tr>
<tr>
<td>You can print originals on both sides of the paper. You can also print multiple originals onto one sheet.</td>
<td>You can overwrite the unnecessary data that remains on the SSD automatically. To prevent an external leakage, the machine is able to encrypt data before writing it to the SSD.</td>
</tr>
<tr>
<td>➤ Duplex (page 6-4)</td>
<td>➤ Data Security (page 8-37)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prevent loss of finished documents (Private Print)</th>
</tr>
</thead>
<tbody>
<tr>
<td>![Private Print Icon]</td>
</tr>
<tr>
<td>You can temporarily save a printer document in the machine. By printing the document from the machine prevents someone takes your document.</td>
</tr>
<tr>
<td>➤ Printing Data Saved on the Printer (page 4-12)</td>
</tr>
</tbody>
</table>
## Machine Features

<table>
<thead>
<tr>
<th>Strengthen security</th>
<th>Use functions more efficiently</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Log in by ID card</strong></td>
<td><strong>Strengthen security</strong></td>
</tr>
<tr>
<td><em>(Card Authentication)</em></td>
<td><em>(Settings for Administrator)</em></td>
</tr>
<tr>
<td>![OK!]</td>
<td>![OK!]</td>
</tr>
<tr>
<td>You can log in simply by touching an ID card. You don’t need to enter your user name and password.</td>
<td>Various functions are available for administrators to strengthen security.</td>
</tr>
<tr>
<td>➤ Card Authentication Kit(B) &quot;Card Authentication Kit&quot; (page 11-3)</td>
<td>➤ Strengthening the Security (page 2-38)</td>
</tr>
<tr>
<td></td>
<td><strong>Make the machine quiet</strong></td>
</tr>
<tr>
<td></td>
<td><em>(Quiet Mode)</em></td>
</tr>
<tr>
<td>![OK!]</td>
<td>![Volume Icon]</td>
</tr>
<tr>
<td>You can make the machine quiet by reducing its running noise. You can configure this mode by job.</td>
<td>You can make the machine quiet by reducing its running noise. You can configure this mode by job.</td>
</tr>
<tr>
<td>➤ Quiet Mode (page 6-5)</td>
<td>![Volume Icon]</td>
</tr>
</tbody>
</table>

## Use functions more efficiently

<table>
<thead>
<tr>
<th>Install the machine without concerning the network cables (Wireless Network)</th>
<th>Use USB drive (USB Drive)</th>
<th>Perform remote operation (Command Center RX)</th>
</tr>
</thead>
<tbody>
<tr>
<td>![WiFi Icon]</td>
<td>![USB Drive Icon]</td>
<td>![Command Center RX Icon]</td>
</tr>
<tr>
<td>In an environment where the wireless LAN is used, you can install the machine without concerning the network cables. In addition, Wi-Fi Direct, etc. are supported.</td>
<td>It is useful when you need to print document outside your office or you cannot print document from your PC. You can print the document from the USB drive by plugging it directly into the machine.</td>
<td>You can access to the machine remotely to print, send or download data. Administrators can configure the machine behavior or management settings.</td>
</tr>
<tr>
<td>➤ Configuring the Wireless Network (page 2-19)</td>
<td>➤ Printing Documents Stored in Removable USB Drive (page 5-11)</td>
<td>➤ Command Center RX (page 2-39)</td>
</tr>
<tr>
<td>➤ Setting Wi-Fi Direct (page 2-23)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Guides Provided with the Machine

The following guides are provided with the machine. Refer to each guide as needed.
The contents of the guides are subject to change without notice for the purpose of improvement of machine performance.

Printed guides

Start using the machine quickly

Quick Guide
Explanations on how to use basic functions of the machine, how to use convenient features, how to perform routine maintenance, and what to do when problems occur.

For safe use of the machine

Safety Guide
Provides safety and cautionary information for installation environment and use of the machine. Be sure to read this guide before using the machine.

Safety Guide (ECOSYS P3260dn)
Indicates the space required for machine installation, and describes the cautionary labels and other safety information. Be sure to read this guide before using the machine.
Guides Provided with the Machine

Guides (PDF) on the DVD (Product Library)

<table>
<thead>
<tr>
<th>Use the machine thoughtfully</th>
<th>Operation Guide (This Guide)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to load paper and perform basic operations, and indicates default settings and other information.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Use the ID card</th>
<th>Card Authentication Kit (B) Operation Guide</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to perform authentication using the ID card.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Strengthen security</th>
<th>Data Encryption/Overwrite OPERATION GUIDE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to introduce and use the Data Encryption/Overwrite Function, and how to overwrite and encrypt data.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Easily register machine information and configure settings</th>
<th>Command Center RX User Guide</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to access the machine from a Web browser on your computer to check and change settings.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Print data from a computer</th>
<th>Printer Driver User Guide</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to install the printer driver and use the printer function.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Directly print a PDF file</th>
<th>KYOCERA Net Direct Print Operation Guide</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to print PDF files without launching Adobe Acrobat or Reader.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Monitor the machine and printers on the network</th>
<th>KYOCERA Net Viewer User Guide</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Explains how to monitor your network printing system (the machine) with KYOCERA Net Viewer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Print without using the printer driver</th>
<th>PRESCRIBE Commands Command Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Describes the native printer language (PRESCRIBE commands).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Describes the PRESCRIBE command functions and control for each type of emulation.</td>
<td>Maintenance Menu provides the explanation on how to configure the print settings.</td>
</tr>
</tbody>
</table>

Install the following versions of Adobe Reader to view the manuals on the DVD.
Version 8.0 or later
About the Operation Guide (this Guide)

Structure of the guide

The Operation Guide contains the following chapters.

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Contents</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Legal and Safety Information</td>
</tr>
<tr>
<td>2</td>
<td>Installing and Setting up the Machine</td>
</tr>
<tr>
<td>3</td>
<td>Preparation before Use</td>
</tr>
<tr>
<td>4</td>
<td>Printing from PC</td>
</tr>
<tr>
<td>5</td>
<td>Operation on the Machine</td>
</tr>
<tr>
<td>6</td>
<td>Using Various Functions</td>
</tr>
<tr>
<td>7</td>
<td>Status/Job Cancel</td>
</tr>
<tr>
<td>8</td>
<td>Setup and Registration (System Menu)</td>
</tr>
<tr>
<td>9</td>
<td>User Authentication and Accounting (User Login, Job Accounting)</td>
</tr>
<tr>
<td>10</td>
<td>Troubleshooting</td>
</tr>
<tr>
<td>11</td>
<td>Appendix</td>
</tr>
</tbody>
</table>
Conventions Used in This Guide

Adobe Reader XI is used as an example in the explanations below.

Click an item in the Table of Contents to jump to the corresponding page.

Click to move from the current page to the previously displayed page. This is convenient when you want to return to the page from which you jumped to the current page.

NOTE
The items that appear in Adobe Reader vary depending on how it is used. If the Table of Contents or tools do not appear, refer to Adobe Reader Help.

Certain items are indicated in this guide by the conventions described below.

<table>
<thead>
<tr>
<th>Convention</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Bold]</td>
<td>Indicates keys and buttons.</td>
</tr>
<tr>
<td>&quot;Regular&quot;</td>
<td>Indicates a message or setting.</td>
</tr>
</tbody>
</table>
## Conventions used in procedures for operating the machine

In this Operation Guide, continuous operation is as follows:

<table>
<thead>
<tr>
<th>Actual procedure</th>
<th>Procedure indicated in this guide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select the [Menu] key.</td>
<td>[Menu] key &gt; [▲] [▼] key &gt; [Device Common] &gt; [OK] key</td>
</tr>
<tr>
<td>▼</td>
<td></td>
</tr>
<tr>
<td>Select the [▲] or [▼] key to select [Device Common].</td>
<td></td>
</tr>
<tr>
<td>▼</td>
<td></td>
</tr>
<tr>
<td>Select the [OK] key.</td>
<td></td>
</tr>
</tbody>
</table>
# Menu Map

This is a list of menus displayed on the message display. Depending on the settings, some menus may not be displayed. Some menu names may differ from their reference titles.

## Custom Box Menu
- **(Box Selection)**
  - Print (Change Set)
  - Function
  - Quiet Mode ([page 6-5](#))
  - Duplex ([page 6-4](#))
  - EcoPrint ([page 6-4](#))
  - File Name Entry ([page 6-5](#))
  - JobFinish Notice ([page 6-4](#))
  - Del. after Print ([page 6-5](#))

## Job Box Menu
- **Quick Copy** ([page 4-17](#))
- **Private/Stored** ([page 4-13](#))
- **Job Box Setting** ([page 4-21](#))

## Status Menu
- **Job Status** ([page 7-2](#))
- **Job Log** ([page 7-3](#))
- **Keyboard** ([page 7-5](#))
- **Network** ([page 7-5](#))
- **Wi-Fi** ([page 7-5](#))
- **Wi-Fi Direct** ([page 7-5](#))
- **Option Network** ([page 7-5](#))
<table>
<thead>
<tr>
<th>Report</th>
<th>Report Print</th>
<th>Menu Map (page 8-4)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Config. List (page 8-4)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Status Page (page 8-4)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Font List (page 8-5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RAM File List (page 8-5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SSD File List (page 8-5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SD Card FileList (page 8-5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>DataSanitization (page 8-5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Job Log History</td>
<td>Auto Sending (page 8-5)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Send History (page 8-5)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Destination (page 8-5)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Subject (page 8-5)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Personal Info. (page 8-5)</td>
</tr>
<tr>
<td>USB Drive</td>
<td>Print File (page 5-11)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Remove USB Drive (page 5-13)</td>
<td></td>
</tr>
<tr>
<td>Counter (page 2-37)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper Settings</td>
<td>MP Tray Set.</td>
<td>Paper Size</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------</td>
<td>-------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bulk Feeder Set.</td>
<td>Paper Size</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Media Type</td>
</tr>
<tr>
<td></td>
<td>Cassette 1 Set.</td>
<td>Media Type</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Paper Size</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Custom PaperSize</td>
</tr>
<tr>
<td></td>
<td>Cassette 2 Set.</td>
<td>Media Type</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Paper Size</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Custom PaperSize</td>
</tr>
<tr>
<td></td>
<td>Cassette 3 Set.</td>
<td>Media Type</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Paper Size</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Custom PaperSize</td>
</tr>
<tr>
<td></td>
<td>Cassette 4 Set.</td>
<td>Media Type</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Paper Size</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Custom PaperSize</td>
</tr>
<tr>
<td></td>
<td>Cassette 5 Set.</td>
<td>Media Type</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Paper Size</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Custom PaperSize</td>
</tr>
<tr>
<td></td>
<td>Media Type Set.</td>
<td>(page 8-6)</td>
</tr>
<tr>
<td></td>
<td>Reset Type Adj.</td>
<td>(page 8-6)</td>
</tr>
<tr>
<td>Paper Settings</td>
<td>Paper Setup Msg</td>
<td>MP Tray</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bulk Feeder</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cassette 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cassette 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cassette 3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cassette 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cassette 5</td>
</tr>
</tbody>
</table>
## Menu Map

<table>
<thead>
<tr>
<th>Print Settings</th>
<th>Paper Source (<a href="#">page 8-10</a>)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Auto Cass.Change (<a href="#">page 8-10</a>)</td>
</tr>
<tr>
<td></td>
<td>MP Tray Priority (<a href="#">page 8-10</a>)</td>
</tr>
<tr>
<td></td>
<td>Paper Feed Mode (<a href="#">page 8-10</a>)</td>
</tr>
<tr>
<td></td>
<td>Duplex (<a href="#">page 8-10</a>)</td>
</tr>
<tr>
<td></td>
<td>Paper Output (<a href="#">page 8-10</a>)</td>
</tr>
<tr>
<td></td>
<td>Override A4/LTR (<a href="#">page 8-10</a>)</td>
</tr>
<tr>
<td></td>
<td>Emulation Set. (<a href="#">page 8-11</a>)</td>
</tr>
<tr>
<td></td>
<td>Font (<a href="#">page 8-11</a>)</td>
</tr>
<tr>
<td></td>
<td>Code Set (<a href="#">page 8-11</a>)</td>
</tr>
<tr>
<td>Print Quality</td>
<td>KIR (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>EcoPrint (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>EcoPrint SaveLvl (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>Print Resolution (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>Print Density (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td>Page Setting</td>
<td>Copies (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>Orientation (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>LF Action (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>CR Action (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>Wide A4 (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>XPS FitTo Page (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>TIFF/JPEG Size (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td></td>
<td>File Name Entry (<a href="#">page 8-12</a>)</td>
</tr>
<tr>
<td>User Name</td>
<td>(<a href="#">page 8-13</a>)</td>
</tr>
<tr>
<td>Job Name</td>
<td>(<a href="#">page 8-13</a>)</td>
</tr>
<tr>
<td>Job Terminator</td>
<td>(<a href="#">page 8-13</a>)</td>
</tr>
</tbody>
</table>

## Network

<table>
<thead>
<tr>
<th>Network</th>
<th>Host Name (<a href="#">page 8-13</a>)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wi-Fi Direct Set</td>
<td>Wi-Fi Direct (<a href="#">page 8-13</a>)</td>
</tr>
<tr>
<td></td>
<td>Device Name (<a href="#">page 8-13</a>)</td>
</tr>
<tr>
<td></td>
<td>IP Address (<a href="#">page 8-13</a>)</td>
</tr>
<tr>
<td></td>
<td>Auto Disconnect (<a href="#">page 8-14</a>)</td>
</tr>
<tr>
<td></td>
<td>Disconnect Timer (<a href="#">page 8-14</a>)</td>
</tr>
<tr>
<td>Wi-Fi Settings</td>
<td>Wi-Fi (<a href="#">page 8-14</a>)</td>
</tr>
<tr>
<td></td>
<td>Setup (<a href="#">page 8-14</a>)</td>
</tr>
<tr>
<td></td>
<td>TCP/IP Settings (<a href="#">page 8-16</a>)</td>
</tr>
<tr>
<td></td>
<td>Restart Network (<a href="#">page 8-17</a>)</td>
</tr>
<tr>
<td>Network</td>
<td>Wired Netwk. Set</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ProtocolSettings (page 8-18)</td>
</tr>
<tr>
<td></td>
<td>Primary Network (page 8-25)</td>
</tr>
<tr>
<td></td>
<td>Ping (page 8-25)</td>
</tr>
<tr>
<td></td>
<td>Restart Network (page 8-26)</td>
</tr>
<tr>
<td></td>
<td>Remote Serv.Set. (page 8-26)</td>
</tr>
<tr>
<td></td>
<td>Remote Operation (page 8-26)</td>
</tr>
<tr>
<td>Optional Network</td>
<td>Wireless Network (page 8-27)</td>
</tr>
<tr>
<td>Device Common</td>
<td>Language (page 8-30)</td>
</tr>
<tr>
<td></td>
<td>Def. Screen(Box) (page 8-30)</td>
</tr>
<tr>
<td>Date Setting</td>
<td>Date (page 8-30)</td>
</tr>
<tr>
<td></td>
<td>Time (page 8-30)</td>
</tr>
<tr>
<td></td>
<td>Date Format (page 8-30)</td>
</tr>
<tr>
<td></td>
<td>Time Zone (page 8-30)</td>
</tr>
<tr>
<td></td>
<td>Summer Time (page 8-30)</td>
</tr>
<tr>
<td>Buzzer</td>
<td>Key Confirmation (page 8-31)</td>
</tr>
<tr>
<td></td>
<td>Job Finish (page 8-31)</td>
</tr>
<tr>
<td></td>
<td>Ready (page 8-31)</td>
</tr>
<tr>
<td></td>
<td>Error (page 8-31)</td>
</tr>
<tr>
<td></td>
<td>Keyboard Confirm (page 8-31)</td>
</tr>
<tr>
<td>RAM Disk Setting</td>
<td>RAM Disk Setting (page 8-31)</td>
</tr>
<tr>
<td></td>
<td>Format SSD (page 8-31)</td>
</tr>
<tr>
<td></td>
<td>Format SD Card (page 8-32)</td>
</tr>
<tr>
<td>Display Bright.</td>
<td>Display Bright. (page 8-32)</td>
</tr>
<tr>
<td>Disp. Backlight</td>
<td>Disp. Backlight (page 8-32)</td>
</tr>
<tr>
<td>Error Handling</td>
<td>DuplexPaperError (page 8-32)</td>
</tr>
<tr>
<td></td>
<td>Paper Mismatch (page 8-32)</td>
</tr>
<tr>
<td></td>
<td>WrongSize Loaded (page 8-32)</td>
</tr>
<tr>
<td></td>
<td>MP Tray Empty (page 8-32)</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Security</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>User/Job Account</td>
<td>User Login Set.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Adj/Maint.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Op Functions</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Software</td>
<td></td>
</tr>
</tbody>
</table>
1 Legal and Safety Information

Please read this information before using your machine. This chapter provides information on the following topics.

Notice ................................................................................................................................................................. 1-2
Safety Conventions in This Guide ................................................................. 1-2
Environment ...................................................................................................................................................... 1-3
Precautions for Use ......................................................................................................................................... 1-4
Laser Safety (Europe) ....................................................................................................................................... 1-5
SAFETY OF LASER BEAM (USA) ................................................................................................................... 1-6
Safety Instructions Regarding the Disconnection of Power ............................................................... 1-7
Compliance and Conformity ............................................................................................................................ 1-7
Other precautions (for users in California, the United States) .............................................................. 1-8
EN ISO 7779 ........................................... 1-8
EK1-ITB 2000 .................................................................................................................................................. 1-8
Wireless Connection (Mexico only) .................................................................................................................. 1-8
Security Precautions when Using Wireless LAN (If equipped) .............................................................. 1-8
Limited Use of This Product (If equipped) ..................................................................................................... 1-9
Legal Information ............................................................................................................................................. 1-10
Energy Saving Control Function .................................................................................................................... 1-14
Automatic 2-Sided Print Function .................................................................................................................. 1-14
Resource Saving - Paper ................................................................................................................................. 1-14
Environmental benefits of "Power Management" ....................................................................................... 1-14
Energy Star (ENERGY STAR®) Program ......................................................................................................... 1-14
Notice

Safety Conventions in This Guide

The sections of this guide and parts of the machine marked with symbols are safety warnings meant to protect the user, other individuals and surrounding objects, and ensure correct and safe usage of the machine. The symbols and their meanings are indicated below.

**WARNING**: Indicates that serious injury or even death may result from insufficient attention to or incorrect compliance with the related points.

**CAUTION**: Indicates that personal injury or mechanical damage may result from insufficient attention to or incorrect compliance with the related points.

Symbols

The △ symbol indicates that the related section includes safety warnings. Specific points of attention are indicated inside the symbol.

- △ ... [General warning]
- △ ... [Warning of high temperature]

The ⚠ symbol indicates that the related section includes information on prohibited actions. Specifics of the prohibited action are indicated inside the symbol.

- ⚠ ... [Warning of prohibited action]
- ⚠ ... [Disassembly prohibited]

The • symbol indicates that the related section includes information on actions which must be performed. Specifics of the required action are indicated inside the symbol.

- • ... [Alert of required action]
- • ... [Remove the power plug from the outlet]
- • ... [Always connect the machine to an outlet with a ground connection]

Please contact your service representative to order a replacement if the safety warnings in this Operation Guide are illegible or if the guide itself is missing (fee required).
### Environment

The service environmental conditions are as follows:

<table>
<thead>
<tr>
<th>Temperature</th>
<th>50 to 90.5 °F (10 to 32.5 °C)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humidity</td>
<td>15 to 80%</td>
</tr>
</tbody>
</table>

Avoid the following locations when selecting a site for the machine.

- Avoid locations near a window or with exposure to direct sunlight.
- Avoid locations with vibrations.
- Avoid locations with drastic temperature fluctuations.
- Avoid locations with direct exposure to hot or cold air.
- Avoid poorly ventilated locations.

If the floor is delicate against casters, when this machine is moved after installation, the floor material may be damaged.

During printing, some ozone is released, but the amount does not cause any ill effect to one's health. If, however, the machine is used over a long period of time in a poorly ventilated room or when making an extremely large number of prints, the smell may become unpleasant. To maintain the appropriate environment for print work, it is suggested that the room be properly ventilated.
Precautions for Use

Cautions when handling consumables

⚠️ CAUTION

Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns.
Keep parts which contain toner out of the reach of children.

If toner happens to spill from parts which contain toner, avoid inhalation and ingestion, as well as contact with your eyes and skin.

- If you do happen to inhale toner, move to a place with fresh air and gargle thoroughly with a large amount of water. If coughing develops, contact a physician.
- If you do happen to ingest toner, rinse your mouth with water and drink 1 or 2 cups of water to dilute the contents of your stomach. If necessary, contact a physician.
- If you do happen to get toner in your eyes, flush them thoroughly with water. If there is any remaining tenderness, contact a physician.
- If toner does happen to get on your skin, wash with soap and water.

Do not attempt to force open or destroy parts which contain toner.

Other precautions

Return the exhausted toner container and waste toner box to your dealer or service representative. The collected toner container and waste toner box will be recycled or disposed in accordance with the relevant regulations.

Store the machine while avoiding exposure to direct sunlight.

Store the machine in a place where the temperature stays below 40 °C while avoiding sharp changes of temperature and humidity.

If the machine will not be used for an extended period of time, remove the paper from the cassette and the Multi Purpose (MP) Tray, return it to its original package and reseal it.
Laser Safety (Europe)

Laser radiation could be hazardous to the human body. For this reason, laser radiation emitted inside this machine is hermetically sealed within the protective housing and external cover. In the normal operation of the product by user, no radiation can leak from the machine.

This machine is classified as Class 1 laser product under IEC/EN 60825-1:2014.

Regarding CLASS 1 laser products, information is provided on the rating label.
SAFETY OF LASER BEAM (USA)

1. Safety of laser beam
This machine has been certified by the manufacturer to Class 1 level under the radiation performance standards established by the U.S. DHHS (Department of Health and Human Services) in 1968. This indicates that the product is safe to use during normal operation and maintenance. The laser optical system, enclosed in a protective housing and sealed within the external covers, never permits the laser beam to escape.

2. The CDRH Act
A laser-product-related act was implemented on Aug. 2, 1976, by the Center for Devices and Radiological Health (CDRH) of the U.S. Food and Drug Administration (FDA). This act prohibits the sale of laser products in the U.S. without certification, and applies to laser products manufactured after Aug. 1, 1976. The label shown below indicates compliance with the CDRH regulations and must be attached to laser products marketed in the United States. On this machine, the label is on the rear.

3. Maintenance
For safety of the service personnel, follow the maintenance instructions in the other section of this manual.

4. Safety switch
The power to the laser unit is cut off when the front cover is opened.
Safety Instructions Regarding the Disconnection of Power

Caution: The power plug is the main isolation device! Other switches on the equipment are only functional switches and are not suitable for isolating the equipment from the power source.

Attention: Le débranchement de la fiche secteur est le seul moyen de mettre l'appareil hors tension. Les interrupteurs sur l'appareil ne sont que des interrupteurs de fonctionnement: ils ne mettent pas l'appareil hors tension.

Compliance and Conformity

Hereby, KYOCERA Document Solutions Inc. declares that the radio equipment type ECOSYS P3260dn is in compliance with Directive 2014/53/EU.

The full text of the EU declaration of conformity is available at the following internet address: https://www.kyoceradocumentsolutions.eu/index/service/dlc.html

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules.

These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

CAUTION — The changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This device complies with Part 15 of FCC Rules.

Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

The antenna(s) used for this transmitter must be installed to provide a separation distance of at least 20 cm from all persons and must not be co-located or operating in conjunction with any other transmitter.

* The above statements are valid only in the United States of America and Canada.

NOTE — Use shielded interface cables.
Other precautions
(for users in California, the United States)
Perchlorate Material - special handling may apply. See www.dtsc.ca.gov/hazardouswaste/perchlorate.

EN ISO 7779
Maschinenlärminformations-Verordnung 3. GPSGV, 06.01.2004: Der höchste Schalldruckpegel beträgt 70 dB (A) oder weniger gemäß EN ISO 7779.

EK1-ITB 2000
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Wireless Connection (Mexico only)
The operation of this equipment is subject to the following two conditions:
(1) it is possible that this equipment or device may not cause harmful interference, and (2) this equipment or device must accept any interference, including interference that may cause undesired operation.

La operación de este equipo está sujeta a las siguientes dos condiciones:
(1) es posible que este equipo o dispositivo no cause interferencia perjudicial y (2) este equipo o dispositivo debe aceptar cualquier interferencia, incluyendo la que pueda causar su operación no deseada.

Security Precautions when Using Wireless LAN (If equipped)
Wireless LAN allows information to be exchanged between wireless access points instead of using a network cable, which offers the advantage that a LAN connection can be established freely within an area in which radio waves can be transmitted.
On the other hand, the following problems may occur if security settings are not configured, because radio waves can pass through obstacles (including walls) and reach everywhere within a certain area.

Secretly Viewing Communication Contents
A third person with malicious objectives may intentionally monitor radio waves and gain unauthorized access to the following communication contents.
• Personal information including ID, passwords, and credit card numbers
• Contents of email messages
Illegal Intrusion

A third party with malicious intent may gain unauthorized access to personal or company networks and conduct the following illegal actions.

• Extracting personal and confidential information (information leak)
• Entering into communication while impersonating a specific person and distributing unauthorized information (spoofing)
• Modifying and retransmitting intercepted communications (falsification)
• Transmitting computer viruses and destroying data and systems (destruction)

Wireless LAN cards and wireless access points contain built-in security mechanisms to address these problems and to reduce the possibility of these problems occurring by configuring the security settings of wireless LAN products when the product is used. We recommend that customers take responsibility and use their judgment when configuring the security settings and that they ensure that they fully understand the problems that can occur when the product is used without configuring the security settings.

Limited Use of This Product (If equipped)

• Radio waves transmitted from this product may affect medical equipment. When using this product in a medical institution or in the vicinity of medical instruments, either use this product according to the instructions and precautions provided by the administrator of the institution or those provided on the medical instruments.
• Radio waves transmitted from this product may affect automatic control equipment including automatic doors and fire alarms. When using this product in the vicinity of the automatic control equipment, use this product according to the instructions and precautions provided on the automatic control equipment.
• If this product is used in devices that are directly related to service including airplanes, trains, ships, and automobiles or this product is used in applications requiring high reliability and safety to function and in devices requiring accuracy including those used in disaster prevention and crime prevention and those used for various safety purposes, please use this product after considering the safety design of the entire system including adoption of a failsafe design and redundancy design for reliability and safety maintenance of the entire system. This product is not intended for use in applications requiring high reliability and safety including aerospace instruments, trunk communication equipment, nuclear power control equipment, and medical equipment; hence, the decision as to whether to use this product in these applications needs to be fully considered and determined.

Sólo México (Mexico only)

Este equipo utiliza el módulo de interfaz de red inalámbrica modelo LBWA1ZZ1CA para conectarse a las redes inalámbricas.
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Energy Saving Control Function

The device comes equipped with a **Sleep** where printer functions remain in a waiting state but power consumption is reduced to a minimum after a certain amount of time elapses since the device was last used.

**Sleep**

The device automatically enters **Sleep** when 1 minute has passed since the device was last used. The amount of time of no activity that must pass before **Sleep** is activated may be lengthened.

[Sleep and Auto Sleep (page 2-25)]

Automatic 2-Sided Print Function

This device includes 2-sided printing as a standard function. For example, by printing two 1-sided originals onto a single sheet of paper as a 2-sided print, it is possible to lower the amount of paper used.

[Duplex (page 6-4)]

Printing in duplex mode reduces paper consumption and contributes to the conservation of forest resources. Duplex mode also reduces the amount of paper that must be purchased, and thereby reduces cost. It is recommended that machines capable of duplex printing be set to use duplex mode by default.

Resource Saving - Paper

For the preservation and sustainable use of forest resources, it is recommended that recycled as well as virgin paper certified under environmental stewardship initiatives or carrying recognised ecolabels, which meet EN 12281:2002* or an equivalent quality standard, be used.

This machine also supports printing on 64 g/m² paper. Using such paper containing less raw materials can lead to further saving of forest resources.

*: EN12281:2002 "Printing and business paper - Requirements for copy paper for dry toner imaging processes"

Your sales or service representative can provide information about recommended paper types.

Environmental benefits of "Power Management"

To reduce power consumption when idle, this machine is equipped with a power management function that automatically activates energy-saving mode when the machine is idle for a certain period of time.

Although it takes the machine a slight amount of time to return to READY mode when in energy-saving mode, a significant reduction in energy consumption is possible. It is recommended that the machine be used with the activation time for energy-saving mode set to the default setting.

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# 2 Installing and Setting up the Machine

This chapter provides information for the administrator of this machine, such as part names, cable connection, and software installation.

<table>
<thead>
<tr>
<th>Part Names ...................................................</th>
<th>2-2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machine Exterior ...........................................</td>
<td>2-2</td>
</tr>
<tr>
<td>Connectors/Interior .........................................</td>
<td>2-3</td>
</tr>
<tr>
<td>With Optional Equipments Attached ..........................</td>
<td>2-5</td>
</tr>
<tr>
<td>Connecting the Machine and Other Devices ..................</td>
<td>2-6</td>
</tr>
<tr>
<td>Connecting Cables ...........................................</td>
<td>2-7</td>
</tr>
<tr>
<td>Connecting LAN Cable .........................................</td>
<td>2-7</td>
</tr>
<tr>
<td>Connecting USB Cable .........................................</td>
<td>2-8</td>
</tr>
<tr>
<td>Connecting the Power Cable ..................................</td>
<td>2-8</td>
</tr>
<tr>
<td>Power On/Off ..................................................</td>
<td>2-9</td>
</tr>
<tr>
<td>Power On .......................................................</td>
<td>2-9</td>
</tr>
<tr>
<td>Power Off .....................................................</td>
<td>2-9</td>
</tr>
<tr>
<td>Using the Operation Panel ....................................</td>
<td>2-10</td>
</tr>
<tr>
<td>Operation Panel Keys ........................................</td>
<td>2-10</td>
</tr>
<tr>
<td>Operation Method .............................................</td>
<td>2-11</td>
</tr>
<tr>
<td>Help Screen ..................................................</td>
<td>2-12</td>
</tr>
<tr>
<td>Login/Logout ..................................................</td>
<td>2-13</td>
</tr>
<tr>
<td>Login ..........................................................</td>
<td>2-13</td>
</tr>
<tr>
<td>Logout .........................................................</td>
<td>2-14</td>
</tr>
<tr>
<td>Default Settings of the Machine .............................</td>
<td>2-15</td>
</tr>
<tr>
<td>Setting Date and Time .......................................</td>
<td>2-15</td>
</tr>
<tr>
<td>Network Setup ................................................</td>
<td>2-16</td>
</tr>
<tr>
<td>Configuring the Wired Network ................................</td>
<td>2-16</td>
</tr>
<tr>
<td>Configuring the Wireless Network ...........................</td>
<td>2-19</td>
</tr>
<tr>
<td>Setting Wi-Fi Direct .........................................</td>
<td>2-23</td>
</tr>
<tr>
<td>Energy Saver function .......................................</td>
<td>2-25</td>
</tr>
<tr>
<td>Sleep and Auto Sleep ........................................</td>
<td>2-25</td>
</tr>
<tr>
<td>Power Off Rule (models for Europe) ..........................</td>
<td>2-26</td>
</tr>
<tr>
<td>Installing Software .........................................</td>
<td>2-27</td>
</tr>
<tr>
<td>Software on DVD (Windows) ...................................</td>
<td>2-27</td>
</tr>
<tr>
<td>Installing Software in Windows ...............................</td>
<td>2-28</td>
</tr>
<tr>
<td>Uninstalling the Software ...................................</td>
<td>2-34</td>
</tr>
<tr>
<td>Installing Software in Mac Computer .........................</td>
<td>2-35</td>
</tr>
<tr>
<td>Checking the Counter .........................................</td>
<td>2-37</td>
</tr>
<tr>
<td>Additional Preparations for the Administrator ...............</td>
<td>2-38</td>
</tr>
<tr>
<td>Strengthening the Security ...................................</td>
<td>2-38</td>
</tr>
</tbody>
</table>
Part Names

Machine Exterior

1 Top Tray
2 Paper Stopper
3 Cassette 1
4 Power Switch
5 Handles
6 USB Drive Slot
7 Operation Panel
8 Anti-theft Lock Slot
9 Rear Cover
Connectors/Interior

1 Option Interface
2 USB Port
3 USB Interface Connector
4 Network Interface Connector
5 Fuser Cover
6 Paper Width Guides
7 Tray Extension
8 Multi Purpose Tray
9 Paper Length Guide
10 Paper Width Guides
11 Size Dial
12 Duplex Cover
13 Toner Container
14 Toner Container Lock Lever
15 Registration Roller
16 Left Cover
17 Waste Toner Box
With Optional Equipments Attached

1 Cassette 2
2 Cassette 3
3 Cassette 4
4 Cassette 5
5 Castor kit
6 Bulk Paper Feeder
7 Paper Stopper
8 Rear Tray

⇒ Optional Equipment (page 11-2)
Connecting the Machine and Other Devices

Prepare the cables necessary to suit the environment and purpose of the machine use.

**When Connecting the Machine to the PC via USB**

![USB connection diagram]

**When Connecting the Machine to the PC or Tablet by network cable, Wi-Fi, or Wi-Fi direct**

![Network connection diagram]

*1 Only for models with the optional Wireless Network Interface Kit (IB-36).

**NOTE**
If you are using wireless LAN, refer to the following.

* Configuring the Wireless Network (page 2-19)

### Cables that Can Be Used

<table>
<thead>
<tr>
<th>Connection Environment</th>
<th>Function</th>
<th>Necessary Cable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connect a LAN cable to the machine.</td>
<td>Printer</td>
<td>LAN cable (10BASE-T, 100BASE-TX, 1000BASE-T)</td>
</tr>
<tr>
<td>Connect a USB cable to the machine.</td>
<td>Printer</td>
<td>USB 2.0 compatible cable (Hi-Speed USB compliant, max. 5.0 m, shielded)</td>
</tr>
</tbody>
</table>

**IMPORTANT**
Using a cable other than a USB 2.0 compatible cable may cause failure.
Connecting LAN Cable

1 Connect the cable to the machine.
   1 Connect the LAN cable to the network interface connector.

2 Connect the other end of the cable to the hub.

2 Power on the machine and configure the network.
   ➤ Network Setup (page 2-16)
Connecting USB Cable

1. **Connect the cable to the machine.**
   1. Connect the USB cable to the USB interface connector located on the left side of the body.
   2. Connect the other end of the cable to the PC.

2. **Power on the machine.**

Connecting the Power Cable

1. **Connect the cable to the machine.**
   Connect one end of the supplied power cable to the machine and the other end to a power outlet.

   ![Power Cable Connection Diagram]

   **IMPORTANT**
   Only use the power cable that comes with the machine.
Power On/Off

Power On

1. Turn the power switch on.

> IMPORTANT
When turning off the power switch, do not turn on the power switch again immediately. Wait more than 5 seconds, and then turn on the power switch.

Power Off

1. Turn the power switch off.

It takes about 3 minutes for power off.

> CAUTION
If this machine will be left unused for an extended period (e.g. overnight), turn it off at the main power switch. If the machine will not be used for an even longer period of time (e.g. vacation), remove the power plug from the outlet as a safety precaution.

> IMPORTANT
Remove paper from the cassettes and seal it in the paper storage bag to protect it from humidity.
Using the Operation Panel

Operation Panel Keys

<table>
<thead>
<tr>
<th>Key</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Menu" /></td>
<td>Displays the Menu screen.</td>
</tr>
<tr>
<td><img src="image" alt="Select" /></td>
<td>Selects the menu displayed at the bottom of the message display.</td>
</tr>
<tr>
<td><img src="image" alt="Numeric" /></td>
<td>Enter numbers and symbols.</td>
</tr>
<tr>
<td><img src="image" alt="Document Box" /></td>
<td>Displays the Document Box screen.</td>
</tr>
<tr>
<td><img src="image" alt="Exit" /></td>
<td>Exits the operation for the current user (i.e. log out).</td>
</tr>
<tr>
<td><img src="image" alt="Cancel" /></td>
<td>Cancels or pauses the job in progress.</td>
</tr>
</tbody>
</table>

Select Key:
Selects the menu displayed at the bottom of the message display.

Message display:
Displays the setting menu and error messages.

Select Key:
Selects the menu displayed at the bottom of the message display.

Lights up in the print ready state. Blinks during print processing or when an error occurs.

Lights up when the machine is in energy save mode.

Lights or blinks when an error occurs and a job is stopped.
Operation Method

This section explains how to operate the setting menus on the message display.

Displaying the Menus and Configuring Settings

Select the [Menu] key to display the setting menus. Select the [▲] key, [▼] key, [◄] key, [►] key, [OK] key, or [Back] key to select a menu, and perform settings.

The directions of usable arrow keys are shown on the screen displayed.
- When the [▲] or [▼] key is selected, the selection moves line by line.
- When the [◄] or [►] key is selected, the selection moves in units of one page.

When [OK] is displayed, select the [OK] key to confirm the selection.
- Select the [OK] key to display the selected menu.
- The selected item is displayed with [*] (asterisk) at the beginning.
- When the [▲] or [▼] key is selected, the selection moves line by line.

Select the [Back] key to return to the screen one level higher.
Select the [OK] key to confirm the selected setting.

Exiting the menu operation
- When [Exit] is displayed, select [Exit] to exit the setting menu and return to the normal screen.
Help Screen

If you have difficulty operating the machine, you can check how to operate it using the operation panel.

When [Help] is displayed on the message display, select [Help] to display the Help screen. The Help screen shows machine operation.

Select the [▼] key to display the next step or select the [▲] key to display the previous step.

Select the [OK] key to exit the Help screen.
# Login/Logout

If you are setting a function that requires administrator rights, or if user login administration is enabled, you must enter your login user name and login password.

## NOTE
The factory default login user name and login password are set as shown below.

<table>
<thead>
<tr>
<th>Login User Name</th>
<th>Login Password</th>
</tr>
</thead>
<tbody>
<tr>
<td>6000</td>
<td>6000</td>
</tr>
</tbody>
</table>

You will be unable to login if you forget your login user name or login password. In this event, login with administrator privileges and change your login user name or login password.

## Login

1. **Enter the login user name.**
   1. If the login screen is displayed during operations, select "Login User Name" and select the [OK] key.
   2. Enter the login user name using the numeric keys and select the [OK] key.

   **NOTE**
   - If [Netwk Authentic.] is selected as the user authentication method, [Menu] is displayed. Select [Menu] and select [Login Type] and then it is possible to select the authentication destination as [Local Authentic.] or [Netwk Authentic.].
   - Select [Menu] and select [Domain] and then it is possible to select from the domains registered.

2. **Enter the login password.**
   1. Select "Login Password" and select the [OK] key.
   2. Enter the login password and select the [OK] key.

3. **Select [Login].**

   [Character Entry Method (page 11-9)]
Logout

To logout from the machine, select the [Logout] key to return to the login user name/login password entry screen.

Users are automatically logged out in the following circumstances:

• When the machine enters the sleep state.
• When the auto panel reset function is activated.
Installing and Setting up the Machine > Default Settings of the Machine

Default Settings of the Machine

Before using this machine, configure such settings as date and time, network configuration, and energy saving functions as needed.

NOTE
The default settings of the machine can be changed in System Menu. For settings that are configurable from System Menu, refer to the following:

Setup and Registration (System Menu) (page 8-1)

Setting Date and Time

Follow the steps below to set the local date and time at the place of installation.

When you send an E-mail using the transmission function, the date and time as set here will be printed in the header of the E-mail message. Set the date, time and time difference from GMT of the region where the machine is used.

NOTE
- If user login administration is enabled, you can only change the settings by logging in with administrator privileges. If user login administration is disabled, the user authentication screen appears. Enter a login user name and password, and select [Login].
- The factory default login user name and login password are set as shown below.
  - Login User Name: 6000
  - Login Password: 6000
- Be sure to set the time difference before setting the date and time.
- The correct time can be periodically set by obtaining the time from the network time server.

NOTE
Select the [▲] or [▼] key to enter a number. Select the [◄] or [►] key to move the position being entered, which is shown highlighted.

1 Display the screen.

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Date Setting] > [OK] key

2 Configure the settings.

[▲] [▼] key > [Time Zone] > [OK] key > Select the time zone > [OK] key > [▲] [▼] key > [Date] > [OK] key > Set the date > [OK] key > [▲] [▼] key > [Time] > [OK] key > Set the time > [OK] key > [▲] [▼] key > [Date Format] > [OK] key > Select the Date Format > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time Zone</td>
<td>Set the time difference from GMT. Choose the nearest listed location from the list. If you select a region that utilizes summer time, configure settings for summer time.</td>
</tr>
<tr>
<td>Date</td>
<td>Set the date for the location where you use the machine. Value: Year (2000 to 2037), Month (1 to 12), Day (1 to 31)</td>
</tr>
<tr>
<td>Time</td>
<td>Set the time for the location where you use the machine. Value: Hour (00 to 23), Minute (00 to 59), Second (00 to 59)</td>
</tr>
<tr>
<td>Date Format</td>
<td>Select the display format of year, month, and date. The year is displayed in Western notation. Value: Month/Day/Year, Day/Month/Year, Year/Month/Day</td>
</tr>
</tbody>
</table>

NOTE
Select the [▲] or [▼] key to enter a number. Select the [◄] or [►] key to move the position being entered, which is shown highlighted.
Network Setup

Configuring the Wired Network

The machine is equipped with network interface, which is compatible with network protocols such as TCP/IP (IPv4), TCP/IP (IPv6), NetBEUI, and IPSec. It enables network printing on the Windows, Macintosh, UNIX and other platforms.

Set up TCP/IP (IPv4) to connect to the Windows network.

<table>
<thead>
<tr>
<th>Configuration Method</th>
<th>Description</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Configuring the Connection from the Operation Panel on This Machine</td>
<td>Configuring the wired network settings from System menu.</td>
<td>IPv4 setting (page 2-16)</td>
</tr>
<tr>
<td>Configuring Connections on the Web Page</td>
<td>For the equipped network interface, the connection can be set by using Command Center RX. For the optional IB-50, the connection can be set by using the dedicated Web page.</td>
<td>Command Center RX User Guide</td>
</tr>
<tr>
<td>Setting the Connection by Using the Setup Utility of IB-50</td>
<td>This is the setup tool included in the CD of IB-50. You can use it on Windows.</td>
<td>IB-50 Operation Guide</td>
</tr>
</tbody>
</table>

Be sure to connect the network cable before configuring the settings.

- Connecting LAN Cable (page 2-7)

For other network settings, refer to the following:

- Network (page 8-13)

**NOTE**

If user login administration is enabled, you can only change the settings by logging in with administrator privileges. If user login administration is disabled, the user authentication screen appears. Enter a login user name and password, and select [Login].

The factory default login user name and login password are set as shown below.

<table>
<thead>
<tr>
<th>Login User Name:</th>
<th>6000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Login Password:</td>
<td>6000</td>
</tr>
</tbody>
</table>

IPv4 setting

1. **Display the screen.**
   
   [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wired Netwk. Set] > [OK] key > [▲] [▼] key > [TCP/IP Settings] > [OK] key > [▲] [▼] key > [IPV4 Setting] > [OK] key

2. **Configure the settings.**

   **When using DHCP server**
   
   1. [▲] [▼] key > [DHCP] > [OK] key > [▲] [▼] key > [On] > [OK] key
When setting the static IP address

1. [▲] [▼] key > [DHCP] > [OK] key > [▲] [▼] key > [Off] > [OK] key

2. [▲] [▼] key > [IP Address] > [OK] key

3. Set the IP address.

**NOTE**
You can set any value between 000 and 255.
Use the numeric keys or select the [▲] or [▼] key to enter a number.
Select the [◄] or [►] key to move the position being entered, which is shown highlighted.

4. Select the [OK] key.

5. [▲] [▼] key > [Subnet Mask] > [OK] key

6. Set the subnet mask.

**NOTE**
You can set any value between 000 and 255.
Use the numeric keys or select the [▲] or [▼] key to enter a number.
Select the [◄] or [►] key to move the position being entered, which is shown highlighted.

7. Select the [OK] key.

8. [▲] [▼] key > [Default Gateway] > [OK] key

9. Set the default gateway.

**NOTE**
You can set any value between 000 and 255.
Use the numeric keys or select the [▲] or [▼] key to enter a number.
Select the [◄] or [►] key to move the position being entered, which is shown highlighted.

10. Select the [OK] key.

11. [▲] [▼] key > [Auto-IP] > [OK] key

12. [Off] > [OK] key
When setting the DNS server

In the following cases, set the IP address of DNS (Domain Name System) server.

- When using the host name with "DHCP" setting set to [Off].
- When using the DNS server with IP address that is not assigned by DHCP automatically.

1  [▲] [▼] key > [DNS Server] > [OK] key

2  [▲] [▼] key > [Auto (DHCP)] or [Manual] > [OK] key

When [Manual] is selected.

You can enter static DNS server information in the Primary and Secondary fields provided.

**NOTE**

You can set any value between 000 and 255.
Use the numeric keys or select the [▲] or [▼] key to enter a number.
Select the [◄] or [►] key to move the position being entered, which is shown highlighted.

**IMPORTANT**

After changing the setting, restart the network from System Menu, or turn the machine OFF and then ON.

- Restart Network (page 8-26)

**NOTE**

Ask your network administrator for the IP address in advance, and have it ready when you configure this setting.

In the following cases, set the IP address of DNS server on the Command Center RX.
- When using the host name with "DHCP" setting set to "Off"
- When using the DNS server with IP address that is not assigned by DHCP automatically.

Setting the IP Address of the DNS Server, refer to the following:

- Command Center RX User Guide
## Configuring the Wireless Network

When the Wireless Network Interface Kit (IB-36 and IB-51) is installed on the machine and the connection settings are configured, it is possible to print or send in a wireless network (wireless LAN) environment.

- **Wireless Network Interface Kit (IB-36)** (page 11-6)
- **IB-51 "Wireless Network Interface Kit"** (page 11-5)

The configuration methods are as follows:

<table>
<thead>
<tr>
<th>Configuration Method</th>
<th>Description</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Configuring the Connection from the Operation Panel on This Machine</td>
<td>Use Wi-Fi Settings or Wireless Network to configure the network in details from System menu.</td>
<td>Wi-Fi Settings (page 8-14)</td>
</tr>
<tr>
<td>Setting the Connection by Using the Wi-Fi Setup Tool</td>
<td>This is the tool included in the Product Library. You can configure the connection according to the instructions provided by the wizard.</td>
<td>Setting the Connection by Using the Wi-Fi Setup Tool (page 2-19)</td>
</tr>
<tr>
<td>Configuring Connections on the Web Page</td>
<td>For the IB-36, the connection can be set from the Command Center RX.</td>
<td>Command Center RX User Guide</td>
</tr>
<tr>
<td></td>
<td>For the IB-51, the connection can be set on the dedicated Web page.</td>
<td>IB-51 Operation Guide</td>
</tr>
<tr>
<td>Setting the Connection by Using the Setup Utility of IB-51</td>
<td>This is the setup tool included in the CD of IB-51. You can use it on both Windows and Mac OS.</td>
<td>IB-51 Operation Guide</td>
</tr>
</tbody>
</table>

**NOTE**

When you want to switch to the network interface other than Wired (default) after installing an optional Network Interface Kit (IB-50) and a Wireless Network Interface Kit (IB-36 or IB-51), select the desired setting on "Primary Network".

- **Primary Network (page 8-25)**

### Setting the Connection by Using the Wi-Fi Setup Tool

To send the Wi-Fi settings configured in the Wi-Fi Setup Tool to the machine, connect the computer or handheld device with the machine locally. The connection methods are wired connection via LAN cable and wireless LAN connection (Wi-Fi Direct).

**NOTE**

- Before using the Wi-Fi Setup Tool, connect your computer to this machine locally with wired LAN cable or Wi-Fi Direct.
- To use Wi-Fi Direct, confirm that the Wi-Fi Direct is enabled (Wi-Fi Direct is set to [On]) and Restart Network from the operation panel, before your computer will be connected to this machine with Wi-Fi Direct.
- To use a wired LAN cable directly connected to the machine, the Auto-IP (Link-local) address will be assigned to the machine and the computer. This machine applies Auto-IP as the default settings.
- Configure the settings on the operation panel if your computer supports WPS.

- **Wi-Fi Settings (page 8-14)**
Wired Connection by Using LAN Cable

1 **Connect the machine with a computer**
   1 Connect the machine with a computer via LAN cable when the machine is powered on.
   2 Turn on the computer.
   
   IP address (link local address) of the machine and computer is generated automatically.

2 **Insert the DVD.**

   ![Insert DVD](image)

   **NOTE**
   - Installation on Windows must be done by a user logged on with administrator privileges.
   - If the "Welcome to the Found New Hardware Wizard" dialog box displays, select [Cancel].
   - If the autorun screen is displayed, click [Run setup.exe].
   - If the user account management window appears, click [Yes] ([Allow]).

3 **Display the screen.**

   ![License Agreement](image)

   1 Click [View License Agreement] and read the License Agreement.
   2 Click [Accept].

4 **Select [Maintenance].**

5 **[Wi-Fi Setup Tool] > [OK]**

   ![Wi-Fi Setup Tool](image)
6 **Configure the settings.**

1. [Do not use automatic configuration] > [Next] > [Next]

2. [Use LAN cable] > [Next] > [Next]

3. [Easy setup] > [Next]
   - The machine is detected.

   **NOTE**
   - Only one machine can be searched using Wi-Fi Setup Tool. It may take times to search the machine.
   - If the machine is not detected, select [Advanced setup] > [Next]. Select [Express] or [Custom] as device discovery method and specify the IP address or host name to search the machine.

4. Select the machine > [Next]

5. Select [Use the device settings.] on [Authentication mode], and enter the login user name and password. Login user name and Password are both Admin.

6. Configure the communication settings > [Next]

7. Change the settings of access point as necessary > [Next]
   - The network is configured.

### Wireless LAN Connection by Using Wi-Fi Direct

1. **Display the screen.**
   - [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wi-Fi Direct Set] > [OK] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key

2. **Configure the settings.**
   - [▲] [▼] key > [On] > [OK] key

3. **Restart the network.**
   - [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Restart Network] > [OK] key > [Yes]

4. **Connect a computer or a handheld device with the machine.**
   - ➤ Setting Wi-Fi Direct (page 2-23)

5. **Insert the DVD.**
Display the screen.

1. Click [View License Agreement] and read the License Agreement.
2. Click [Accept].

Select [Maintenance].

[Wi-Fi Setup Tool] > [OK]

Configure the settings.

1. [Do not use automatic configuration] > [Next] > [Next]
2. [Wi-Fi Direct] > [Next] > [Next]
3. [Advanced setup] > [Next]
   Select [Express] or [Custom] as device discovery method and specify the IP address or host name to search the machine.
4. Select the machine > [Next]
5. Select [Use the device settings.] on [Authentication mode], and enter the login user name and password. Login user name and Password are both Admin.
6. Configure the communication settings > [Next]
7. Change the settings of access point as necessary > [Next]
   The network is configured.

NOTE
- Installation on Windows must be done by a user logged on with administrator privileges.
- If the "Welcome to the Found New Hardware Wizard" dialog box displays, select [Cancel].
- If the autorun screen is displayed, click [Run setup.exe].
- If the user account management window appears, click [Yes] ([Allow]).
Setting Wi-Fi Direct

You can install the optional Wireless Network Interface Kit (IB-36) on the machine and configure the connection settings to print in a Wi-Fi Direct environment. The configuration methods are as follows:

Configuring the Connection from the Operation Panel on This Machine

Connecting to Computers or Handheld Devices that Support Wi-Fi Direct

1. Display the screen.
   [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wi-Fi Direct Set] > [OK] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key

2. Configure the settings.
   [▲] [▼] key > [On] > [OK] key

3. Restart the network.
   [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Restart Network] > [OK] key > [Yes]

4. Specify the machine name from the computer or handheld device.
   If a confirmation message appears on the operation panel of the machine, select [Yes].

   The network between this machine and the handheld device is configured.

Connecting to Computers or Handheld Devices Unsupported Wi-Fi Direct

Here, we'll explain the procedures for connecting to iOS handheld devices.

1. Display the screen.
   [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wi-Fi Direct Set] > [OK] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key

2. Configure the settings.
   [▲] [▼] key > [On] > [OK] key

3. Restart the network.
   [Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Restart Network] > [OK] key > [Yes]

4. [Status] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key

5. [▲] [▼] key > [Detail Info] > [OK] key

6. Check the network name (SSID), password, and IP address with the [◄] [►] keys, and make a note this information.
Install the machine > Network Setup

7 Configure the handheld device.

1 \[Settings\] > [Wi-Fi]

2 Select the network name (SSID) appeared in step 6 from the list.

3 Enter the password that was provided in step 6 > [Connect]

The network between this machine and the handheld device is configured.

Configuring the Connection by Using Push Button

When your computer or handheld device does not support Wi-Fi Direct but supports WPS, you can configure the network using push button.

1 Display the screen.

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wi-Fi Direct Set] > [OK] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key

2 Configure the settings.

[▲] [▼] key > [On] > [OK] key

3 Restart the network.

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Restart Network] > [OK] key > [Yes]

4 [Status] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key > [PushButton Setup] > [OK] key

5 Press the push button on the computer or handheld device and select [PushButton] on the screen of operation panel simultaneously > [Next].

The network between this machine and the computer or handheld device is configured.

**IMPORTANT**

You can connect up to three handheld devices at the same time using Wi-Fi Direct setting. When the devices that support Wi-Fi Direct are connected, if you want to connect other device, disconnect the already-connected devices from the network. The disconnection methods are as follows:

- Disconnect the network from the computer or handheld computer
- Disconnecting all devices from the network on the operation panel
  Select [Wi-Fi Direct] key > [▲] [▼] key > [ConnectionStatus] > [OK] key > [Menu] > [▲] [▼] key > [Disconnect All] > [OK] key
- Configuring auto disconnecting time from the System menu
  ➤ Wi-Fi Settings (page 8-14)
- Configuring auto disconnecting time from the Command Center RX
  ➤ Command Center RX User Guide
Energy Saver function

If a certain period of time elapses after the machine is last used, the machine automatically enters sleep mode, which minimizes power consumption.

Sleep and Auto Sleep

**NOTE**

If user login administration is enabled, you can only change the settings by logging in with administrator privileges. If user login administration is disabled, the user authentication screen appears. Enter a login user name and password, and select [Login].

The factory default login user name and login password are set as shown below.

<table>
<thead>
<tr>
<th>Login User Name:</th>
<th>6000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Login Password:</td>
<td>6000</td>
</tr>
</tbody>
</table>

**Auto Sleep**

Auto Sleep automatically switches the machine into Sleep if left idle for a preset time.

The default preset time is 1 minute.

To resume, perform the following actions.

- Select the [OK] key.

The machine will be ready to operate within 25 seconds.

Note that ambient environmental conditions, such as ventilation, may cause the machine to respond more slowly.

Follow the steps below to set the sleep timer for the machine to go into sleep mode when not in use.

1. **Display the screen.**
   
   [Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Timer Setting] > [OK] key > [▲] [▼] key > [Sleep Timer] > [OK] key

2. **Set the Sleep time.**
   
   1. Enter the Sleep time.
   
   **NOTE**
   
   Use the numeric keys or select the [▲] or [▼] key to enter a number.
   
   2. Select the [OK] key.

**Status (Sleep Level Set.)**

You can set whether sleep mode operates for each function. When the machine enters sleep mode, the ID card cannot be recognized.

For more information on Status, refer to the following:

➤ **Status (page 8-33)**
Sleep Level (Energy Saver and Quick Recovery) (models except for Europe)
For sleep level, you can toggle between the following two modes: Energy Saver mode and Quick Recovery mode. The default setting is Energy Saver mode.

Energy Saver mode reduces power consumption even more than Quick Recovery mode, and allows Sleep Mode to be set separately for each function. The ID card cannot be recognized.

**NOTE**
If the optional Network Interface Kit is installed, this function will not be displayed.

Follow the steps below to select the sleep level and use Energy Saver mode for each function.

1. **Display the screen.**
   
   [Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Timer Setting] > [OK] key > [▲] [▼] key > [Sleep Level Set.] > [OK] key > [▲] [▼] key > [Sleep Level] > [OK] key

2. **Select the Sleep level.**
   
   [▲] [▼] key > [Quick Recovery] or [Energy Saver] > [OK] key
   
   When [Energy Saver] is set, next go on to set whether or not to use Energy Saver mode for each function.

3. **Set the Sleep rule.**
   
   1. [▲] [▼] key > [Status] > [OK] key
   2. Select the function to be set, and select the [OK] key.
      
      [Card Reader] is displayed when the optional Card Authentication Kit is activated.
   3. [▲] [▼] key > [Off] or [On] > [OK] key
      
      Repeat steps 3-2 to 3-3 to set for a different function.

**Power Off Rule (models for Europe)**

The Power Off Rule is used to stop the power from automatically turning off.

The default preset time is 3 days.

For more information on Power Off Rule settings, refer to the following:

» Power Off Rule (models for Europe) (page 8-33)
Installing Software

Install appropriate software on your PC from the included DVD (Product Library) if you want to use the printer function of this machine.

Software on DVD (Windows)

You can use either [Express Install] or [Custom Install] can be selected for the installation method. [Express Install] is the standard installation method. To install components that cannot be installed by [Express Install], use [Custom Install]. For details on Custom Installation, refer to the following:

► Custom Install (page 2-30)

<table>
<thead>
<tr>
<th>Software</th>
<th>Description</th>
<th>Express Install</th>
</tr>
</thead>
<tbody>
<tr>
<td>KX DRIVER</td>
<td>This driver enables files on a computer to be printed by the machine. Multiple page description languages (PCL XL, KPDL, etc.) are supported by a single driver. This printer driver allows you to take full advantage of the features of the machine. Use this driver to create PDF files.</td>
<td></td>
</tr>
<tr>
<td>KX XPS DRIVER</td>
<td>This printer driver supports the XPS (XML Paper Specification) format developed by Microsoft Corporation.</td>
<td>-</td>
</tr>
<tr>
<td>KPDL mini-driver/PCL mini-driver</td>
<td>This is a Microsoft MiniDriver that supports PCL and KPDL. There are some restrictions on the machine features and option features that can be used with this driver.</td>
<td>-</td>
</tr>
<tr>
<td>KYOCERA Net Viewer</td>
<td>This is a utility that enables monitoring of the machine on the network.</td>
<td>-</td>
</tr>
<tr>
<td>Status Monitor</td>
<td>This is a utility that monitors the printer status and provides an ongoing reporting function.</td>
<td></td>
</tr>
<tr>
<td>KYOCERA Net Direct Print</td>
<td>This makes it possible to print a PDF file without starting Adobe Acrobat/Reader.</td>
<td>-</td>
</tr>
<tr>
<td>FONTS</td>
<td>These are display fonts that enable the machine's built-in fonts to be used in a software application.</td>
<td></td>
</tr>
</tbody>
</table>

**NOTE**

Installation on Windows must be done by a user logged on with administrator privileges.
Installing Software in Windows

Express Install
The following procedure is an example for installing the software in Windows 10 using [Express Install].
For details on Custom Installation, refer to the following:
▶ Custom Install (page 2-30)

1 Insert the DVD.

![Insert DVD](image)

**NOTE**
- Installation on Windows must be done by a user logged on with administrator privileges.
- If the "Welcome to the Found New Hardware Wizard" dialog box displays, select [Cancel].
- If the autorun screen is displayed, click [Run setup.exe].
- If the user account management window appears, click [Yes].

2 Display the screen.

![Dialog Box](image)

1 Click [View License Agreement] and read the License Agreement.
2 Click [Accept].

3 Select [Express Install].
4 Install the software.

You can also select [Use host name for port name] and set to use the host name of the standard TCP/IP port. (A USB connection cannot be used.)

When you click [Install], a screen asking for your cooperation with data collection will be displayed. Select one of the answer choices and click [OK].

**IMPORTANT**
If Wi-Fi or Wi-Fi Direct is enabled, be sure to specify the IP address for the port name. Installation may fail if the host name is specified.

**NOTE**
- The machine cannot be detected unless it is on. If the computer fails to detect the machine, verify that it is connected to the computer via a network or USB cable and that it is turned on and click (Reload).
- If the Windows security window appears, click [Install this driver software anyway].
- To install Status Monitor on Windows versions preceding Windows 8, it is necessary to install Microsoft .NET Framework 4.0 beforehand.
5 Finish the installation.

When "Your software is ready to use" appears, you can use the software. To print a test page, click the "Print a test page" checkbox and select the machine.

Click [Finish] to exit the wizard.

If a system restart message appears, restart the computer by following the screen prompts. This completes the printer driver installation procedure.

Custom Install

The following procedure is an example for installing the software in Windows 10 using [Custom Install].

1 Insert the DVD.

2 Display the screen.

   1 Click [View License Agreement] and read the License Agreement.
   2 Click [Accept].

3 Select [Custom Install].
4 Install the software.

1 Select the device to be installed.

![Custom Instal](image)

**IMPORTANT**
If Wi-Fi or Wi-Fi Direct is enabled, be sure to specify the IP address for the port name. Installation may fail if the host name is specified.

**NOTE**
- The machine cannot be detected unless it is on. If the computer fails to detect the machine, verify that it is connected to the computer via a network or USB cable and that it is turned on and click (Reload).
- If the desired device does not appear, select [Add custom device] to directly select the device.

2 Select the driver to be installed.
3 Click [Utilities] tab and select the utility to be installed.

4 Click [Install].

When you click [Install], a screen asking for your cooperation with data collection will be displayed. Select one of the answer choices and click [OK].

**NOTE**
To install Status Monitor on Windows versions preceding Windows 8, it is necessary to install Microsoft .NET Framework 4.0 beforehand.
5 Finish the installation.

When "Your software is ready to use" appears, you can use the software. To print a test page, click the "Print a test page" checkbox and select the machine.

Click [Finish] to exit the wizard.

If a system restart message appears, restart the computer by following the screen prompts. This completes the printer driver installation procedure.
Uninstalling the Software

Perform the following procedure to delete the Software from your computer.

NOTE
Uninstallation on Windows must be done by a user logged on with administrator privileges.

1 Display the screen.
Click the search box in the taskbar, and type “Uninstall Kyocera Product Library” in there. Select [Uninstall Kyocera Product Library] in the search list. The Software Uninstall Wizard is displayed.

NOTE
• In Windows 8.1, click [Search] in charms, and enter "Uninstall Kyocera Product Library" in the search box. Select [Uninstall Kyocera Product Library] in the search list.
• In Windows 7, click [Start] button on the Windows and then select [All Programs], [Kyocera], and [Uninstall Kyocera Product Library] to display the Uninstall Wizard.

2 Uninstall the software.
Place a check in the check box of the software to be deleted.

3 Finish uninstalling.
If a system restart message appears, restart the computer by following the screen prompts. This completes the software uninstallation procedure.

NOTE
• The software can also be uninstalled using the Product Library.
• In the Product Library screen, click [Uninstall], and follow the on-screen instructions to uninstall the software.
Installing Software in Mac Computer

The machine's printer functionality can be used by a Mac computer.

**NOTE**
- Installation on MAC OS must be done by a user logged on with administrator privileges.
- When printing from a Macintosh computer, set the machine's emulation to [KPDL] or [KPDL(Auto)].
  - Print Settings (page 8-10)
- If connecting by Bonjour, enable Bonjour in the machine's network settings.
  - Bonjour (page 8-18)
- In the Authenticate screen, enter the name and password used to log in to the operating system.
- When printing via AirPrint, you do not have to install the software.

1. **Insert the DVD.**

   Double-click the [Kyocera] icon.

2. **Display the screen.**

   Double-click [Kyocera OS X x.x] depending on your Mac OS version.

3. **Install the Printer Driver.**

   Install the printer driver as directed by the instructions in the installation software.

   This completes the printer driver installation.

   If a USB connection is used, the machine is automatically recognized and connected.
   If an IP connection is used, the settings below are required.
4 Configure the printer.

1. Open System Preferences and add the printer.

2. Select [Default] and click the item that appears in "Name" and then select the driver in "Use".

3. The selected machine is added.

**NOTE**
When using an IP connection, click the IP icon for an IP connection and then enter the host name or IP address. The number entered in "Address" will automatically appear in "Name". Change if needed.

4. Select the printer added newly, and click the [Options & Supplies...] to select the options equipped with the machine.
Checking the Counter

Check the number of sheets printed.

1. **Display the screen.**
   - [Menu] key > [▲] [▼] key > [Counter] > [OK] key

2. **Check the counter.**
   - Select the item you want to check, and select the [OK] key.
Additional Preparations for the Administrator

In addition to the information provided in this chapter, the administrator of this machine should check the following, and configure the settings as needed.

Strengthening the Security

This machine is shipped with two default users registered one with Machine Administrator rights, and another with Administrator rights. Logging in as this user will allow you to configure all settings; therefore, please change the login user name and password.

In addition, this machine is equipped with user authentication function, which can be configured to limit the access to this machine to only those who have a registered login name and password.

User Authentication and Accounting (User Login, Job Accounting) (page 9-1)

<table>
<thead>
<tr>
<th>I want to...</th>
<th>Function</th>
<th>Reference page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restrict the users of the machine.</td>
<td>User Login</td>
<td>page 9-2</td>
</tr>
<tr>
<td></td>
<td>Auto Panel Reset</td>
<td>page 8-33</td>
</tr>
<tr>
<td></td>
<td>ID Card Settings*1</td>
<td>page 9-11</td>
</tr>
<tr>
<td>Prevent another user from handling the documents stored in the machine.</td>
<td>Custom Box*2</td>
<td>page 5-5</td>
</tr>
<tr>
<td>Prevent the data stored in the machine from being leaked.</td>
<td>Data Overwrite*3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Encryption*3</td>
<td></td>
</tr>
<tr>
<td>Completely delete the data on the machine before disposing of the machine.</td>
<td>DataSanitization</td>
<td>page 8-38</td>
</tr>
<tr>
<td>Protect the transmission from interception and wiretapping.</td>
<td>IPP over SSL</td>
<td>page 8-21</td>
</tr>
<tr>
<td></td>
<td>HTTPS</td>
<td>page 8-21</td>
</tr>
<tr>
<td></td>
<td>SMTP Security</td>
<td>Command Center RX User Guide</td>
</tr>
<tr>
<td></td>
<td>POP3 Security</td>
<td>Command Center RX User Guide</td>
</tr>
<tr>
<td></td>
<td>IPSec</td>
<td>page 8-29</td>
</tr>
<tr>
<td></td>
<td>SNMPv3</td>
<td>page 8-19</td>
</tr>
</tbody>
</table>

*1 The optional Card Authentication Kit is required.
*2 The optional SSD is required.
*3 It is necessary to activate the Data Security Function.
Installing and Setting up the Machine > Command Center RX

Command Center RX

If the machine is connected to the network, you can configure various settings using Command Center RX.

This section explains how to access Command Center RX, and how to change security settings and the host name.

Command Center RX User Guide

NOTE
To fully access the features of the Command Center RX pages, enter the User Name and Password and click [Login]. Entering the predefined administrator password allows the user to access all pages, including Document Box. The factory default setting for the default user with administrator privileges is shown below. (Upper case and lower case letters are distinguished (case sensitive).)

Login User Name: Admin
Login Password: Admin

Settings that the administrator and general users can configure in Command Center RX are as follows.

<table>
<thead>
<tr>
<th>Setting</th>
<th>Description</th>
<th>Administrator</th>
<th>General User</th>
</tr>
</thead>
<tbody>
<tr>
<td>Device Information</td>
<td>The machine's structure can be checked.</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Job Status</td>
<td>Displays all device information, including print jobs, and job log history.</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Document Box</td>
<td>Add or delete document boxes, or delete documents within a document box.</td>
<td>○</td>
<td>○*1</td>
</tr>
<tr>
<td>Device Settings</td>
<td>Configure the advanced settings of the machine.</td>
<td>○</td>
<td>-</td>
</tr>
<tr>
<td>Function Settings</td>
<td>Configure the advanced function settings.</td>
<td>○</td>
<td>-</td>
</tr>
<tr>
<td>Network Settings</td>
<td>Configure the network advanced settings.</td>
<td>○</td>
<td>-</td>
</tr>
<tr>
<td>Security Settings</td>
<td>Configure the security advanced settings.</td>
<td>○</td>
<td>-</td>
</tr>
<tr>
<td>Management Settings</td>
<td>Configure the advanced management settings.</td>
<td>○</td>
<td>-</td>
</tr>
</tbody>
</table>

*1 The logged in user may not be able to configure some settings, depending on the permissions of the user.
## Accessing Command Center RX

### 1 Display the screen.

1. Launch your Web browser.

2. In the address or location bar, enter the machine’s IP address or the host name.
   
   ![Example screenshot](image)

   - **Examples:** https://192.168.48.21/ (for IP address)
     
   https://MFP001 (if the host name is "MFP001")

   - **NOTE** If the screen "There is a problem with this website’s security certificate." is displayed, configure the certificate.

   - **Command Center RX User Guide**
     
   You can also continue the operation without configuring the certificate.

### 2 Configure the function.

Select a category from the navigation bar on the left of the screen.

- **NOTE**

To fully access the features of the Command Center RX pages, enter the User Name and Password and click [Login]. Entering the predefined administrator password allows the user to access all pages, including Document Box. The factory default setting for the default user with administrator privileges is shown below. (Upper case and lower case letters are distinguished (case sensitive).)

```
Login User Name:   Admin
Login Password:   Admin
```
Changing Security Settings

1 Display the screen.

1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.
   
   Print the status page to check the machine's IP address and the host name.
   
   [Menu] key > [▲][▼] key > [Report] > [OK] key > [▲][▼] key > [Report Print] > [OK] key >
   
   [▲][▼] key > [Status Page] > [OK] key > [Yes]

3 Log in with administrator privileges.

   The factory default setting for the default user with administrator privileges is shown below. (Upper case and lower case letters are distinguished (case sensitive).

   Login User Name: Admin
   Login Password: Admin

4 Click [Security Settings].
2 Configure the Security Settings.

From the [Security Settings] menu, select the setting you want to configure.

**NOTE**
For details on settings related to certificates, refer to the following:

* Command Center RX User Guide
Changing Device Information

1 Display the screen.

1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name. Print the status page to check the machine's IP address and the host name.

   [Menu] key > [▲] [▼] key > [Report] > [OK] key > [▲] [▼] key > [Report Print] > [OK] key > [▲] [▼] key > [Status Page] > [OK] key > [Yes]

3 Log in with administrator privileges.

   ![Login screen](image)

   The factory default setting for the default user with administrator privileges is shown below. (Upper case and lower case letters are distinguished (case sensitive).)

   Login User Name: Admin
   Login Password: Admin

4 From the [Device Settings] menu, click [System].

   ![Device settings menu](image)
2 Specify the host name.
Enter the device information, and then click [Submit].

☑ IMPORTANT
After changing the setting, restart the network or turn the machine OFF and then ON.
To restart the network interface card, click [Reset] in the [Management Settings] menu, and then click [Restart Network] in "Restart".
E-mail Settings

By configuring the SMTP settings, it is possible to send E-mail notices when jobs have been completed.

To use this function, this machine must be connected to a mail server using the SMTP protocol.

In addition, configure the following.

- **SMTP settings**
  Item: "SMTP Protocol" and "SMTP Server Name" in "SMTP"

- **The sender address when the machine sends E-mails**
  Item: "Sender Address" in "E-mail Send Settings"

- **The setting to limit the size of E-mails**
  Item: "E-mail Size Limit" in "E-mail Send Settings"

The procedure for specifying the SMTP settings is explained below.

1. **Display the screen.**

   Display the SMTP Protocol screen.

   1. Launch your Web browser.
   2. In the address or location bar, enter the machine's IP address or the host name.
   
      Print the status page to check the machine's IP address and the host name.
   
      ![Menu key > [▲] [▼] key > [Report] > [OK] key > [▲] [▼] key > [Report Print] > [OK] key > [▲] [▼] key > [Status Page] > [OK] key > [Yes]

   3. Log in with administrator privileges.

   ![Admin Login]

   The factory default setting for the default user with administrator privileges is shown below. (Upper case and lower case letters are distinguished (case sensitive).)

   Login User Name: Admin
   Login Password: Admin
1 From the [Network Settings] menu, click [Protocol].

2 Configure the settings.
Set "SMTP (E-mail TX)" to [On] in the "Send Protocols".
3 **Display the screen.**

Display the E-mail Settings screen.

From the [Function Settings] menu, click [E-mail].
4 **Configure the settings.**

Enter "SMTP" and "E-mail Send Settings" items.

<table>
<thead>
<tr>
<th>Setting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SMTP</strong></td>
<td>Set to send e-mail from the machine.</td>
</tr>
<tr>
<td>SMTP Protocol</td>
<td>Displays the SMTP protocol settings. Check that &quot;SMTP Protocol&quot; is set to [On]. If [Off] is set, click [Protocol] and set the SMTP protocol to [On].</td>
</tr>
<tr>
<td>SMTP Server Name*1</td>
<td>Enter the host name or IP address of the SMTP server.</td>
</tr>
<tr>
<td>SMTP Port Number</td>
<td>Specify the port number to be used for SMTP. Use the SMTP default port 25.</td>
</tr>
<tr>
<td>SMTP Server Timeout</td>
<td>Set the amount of time to wait before time-out in seconds.</td>
</tr>
<tr>
<td>Authentication Protocol</td>
<td>To use SMTP authentication, enter the user information for authentication.</td>
</tr>
<tr>
<td>SMTP Security</td>
<td>Set SMTP security. Turn on &quot;SMTP Security&quot; in &quot;SMTP (E-mail TX)&quot; on the [Protocol Settings] page.</td>
</tr>
<tr>
<td>Connection Test</td>
<td>Tests to confirm that the settings are correct.</td>
</tr>
<tr>
<td>Domain Restriction</td>
<td>To restrict the domains, click the [Domain List] and enter the domain names of addresses to be allowed or rejected. Restriction can also be specified by e-mail address.</td>
</tr>
</tbody>
</table>

5 **Click [Submit].**

*1 Be sure to enter the items.
Creating a New Custom Box

NOTE
To use Custom Box, an optional SSD must be installed in the machine.

1 Display the screen.

1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.

   Print the status page to check the machine's IP address and the host name.


3 From the [Document Box] menu, click [Custom Box].

4 Click [Add].

2 Configure the Custom Box.

1 Enter the box details.

   Enter the information for the custom box you want to register. For details on the fields to populate, refer to the following:

   ➔ Command Center RX User Guide

2 Click [Submit].
Printing a document stored in a Custom Box

1 Display the screen.

1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.
Print the status page to check the machine's IP address and the host name.

   [Menu] key > [▲][▼] key > [Report] > [OK] key > [▲][▼] key > [Report Print] > [OK] key >
   [▲][▼] key > [Status Page] > [OK] key > [Yes]

3 From the [Document Box] menu, click [Custom Box].

4 Click the number or name of the Custom Box in which the document is stored.
2 Print the document.

1 Select the document you wish to print.
   Select the checkbox of the document to be printed.

2 Click [Print].

3 Configure settings for printing, click [Print].
3 Preparation before Use

This chapter explains the following operations.

- Loading Paper .......................................................... 3-2
- Precaution for Loading Paper ........................................ 3-3
- Loading in the Cassettes ............................................ 3-4
- Loading Statement in the Cassettes (For inch model) .......... 3-8
- Loading Paper in the Multi Purpose Tray ...................... 3-11
- Specifying Paper Size and Media Type ......................... 3-15
- Paper Stopper .......................................................... 3-18
Loading Paper

Load paper in the cassettes and multipurpose tray.

For the paper load methods for each cassette, refer to the page below.

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Multi Purpose Tray</td>
<td>page 3-11</td>
</tr>
<tr>
<td>2</td>
<td>Cassette 1</td>
<td>page 3-4</td>
</tr>
<tr>
<td>3</td>
<td>Cassette 2</td>
<td>page 3-4</td>
</tr>
<tr>
<td>4</td>
<td>Cassette 3</td>
<td>page 3-4</td>
</tr>
<tr>
<td>5</td>
<td>Cassette 4</td>
<td>page 3-4</td>
</tr>
<tr>
<td>6</td>
<td>Cassette 5</td>
<td>page 3-4</td>
</tr>
</tbody>
</table>

**NOTE**

- The number of sheets that can be held varies depending on your environment and paper type.
- You should not use inkjet printer paper or any paper with a special surface coating. (Such paper may cause paper jams or other faults.)
Precaution for Loading Paper

When you open a new package of paper, fan the sheets to separate them slightly prior to loading in the following steps.

Fan the paper, then tap it on a level surface.

In addition, note the following points.

- If the paper is curled or folded, straighten it before loading. Paper that is curled or folded may cause a jam.
- Avoid exposing opened paper to high temperatures and high humidity as dampness can be a cause of problems. Seal any remaining paper after loading in the multi purpose tray or cassettes back in the paper storage bag.
- If the machine will not be used for a prolonged period, protect all paper from humidity by removing it from the cassettes and sealing it in the paper storage bag.

**IMPORTANT**
If you print onto used paper (paper already used for printing), do not use paper that is stapled or clipped together. This may damage the machine or cause poor image quality.

**NOTE**
If you use special paper such as letterhead, paper with holes or paper with pre-prints like logo or company name, refer to the following:

Paper (page 11-13)
Loading in the Cassettes

The cassettes can hold plain paper, recycled paper or color paper. The number of sheets that can be loaded in each cassette is shown below.

<table>
<thead>
<tr>
<th>Cassette</th>
<th>No. Sheets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cassettes 1 to 5</td>
<td>500 sheets (Plain paper: 80 g/m²)</td>
</tr>
</tbody>
</table>

For details of the supported paper sizes, refer to the following:

- Choosing the Appropriate Paper (page 11-14)

**NOTE**

- A6 can only be used in Cassette 1.

For the paper type setting, refer to the following:

- Media Type Setting (page 8-9)

**IMPORTANT**

- The cassettes can hold paper with weight between 60 - 120 g/m².
- Do not load thick paper that is heavier than 120 g/m² in the cassettes. Use the multi purpose tray for paper that is heavier than 120 g/m².

1. **Pull the cassette completely out of the machine.**

**NOTE**

When pulling the cassette out of the machine, ensure it is supported and does not fall out.
2 **Adjust the cassette size.**

1. Adjust the position of the paper width guides located on the left and right sides of the cassette. Press the paper width adjusting tab and slide the guides to the paper size required.

   Paper sizes are marked on the cassette.

2. Adjust the paper length guide to the paper size required. Press the paper length adjusting tab and slide the guides to the paper size required.

   **NOTE**
   If you are going to use paper that is longer than A4, pull out the paper length guide backwards.
Preparation before Use > Loading Paper

3 Turn the size dial so that the size of the paper you are going to use appears in the paper size window.

![Image of adjusting size dial](image)

**NOTE**
When the size dial is set to "Other" the paper size must be set into the machine on the operation panel.

> Specifying Paper Size and Media Type (page 3-15)

3 Load paper.

1 Fan the paper, then tap it on a level surface to avoid paper jams or skewed printing.

2 Load the paper in the cassette.

![Image of loading paper](image)

**IMPORTANT**
- Load the paper with the print side facing down.
- After removing new paper from its packaging, fan the paper before loading it in the cassette.
  > Precaution for Loading Paper (page 3-3)
- Before loading the paper, be sure that it is not curled or folded. Paper that is curled or folded may cause paper jams.
- Ensure that the loaded paper does not exceed the level indicator (see illustration above).
- If paper is loaded without adjusting the paper length guide and paper width guide, the paper may skew or become jammed.
4 Gently push the cassette back in.

5 Specify the type of paper loaded in the cassette using the operation panel.

   Specifying Paper Size and Media Type (page 3-15)
Loading Statement in the Cassettes (For inch model)

Load Statement in the cassettes. Here, we'll explain the procedures for cassette 1, as an example.

1 Pull the cassette completely out of the machine.

2 Adjust the cassette size.
   1 Adjust the position of the paper width guides located on the left and right sides of the cassette. Press the paper width adjusting tab and slide the guides to the Letter/Legal size. Paper sizes are marked on the cassette.

   2 Adjust the paper length guide to the paper size required. Press the paper length adjusting tab and slide the guides to the A6 size.

NOTE
When pulling the cassette out of the machine, ensure it is supported and does not fall out.
3 Attach the auxiliary guide to the paper length guide as shown in the illustration.

4 Turn the size dial so that “Other” appears in the paper size window.

3 Load paper.

1 Fan the paper, then tap it on a level surface to avoid paper jams or skewed printing.

2 Load the paper in the cassette.

**IMPORTANT**
- Load the paper with the print side facing down.
- After removing new paper from its packaging, fan the paper before loading it in the cassette. ➔ [Precaution for Loading Paper (page 3-3)]
- Before loading the paper, be sure that it is not curled or folded. Paper that is curled or folded may cause paper jams.
- Ensure that the loaded paper does not exceed the level indicator (see illustration above).
- If paper is loaded without adjusting the paper length guide and paper width guide, the paper may skew or become jammed.
4 Gently push the cassette back in.

5 Specify the type of paper loaded in the cassette using the operation panel.

➤ Specifying Paper Size and Media Type (page 3-15)

NOTE
When removing the auxiliary guide, hold down the paper length adjusting tab and removing the auxiliary guide.
Loading Paper in the Multi Purpose Tray

The multi purpose tray will hold up to 100 sheets of plain paper (80 g/m²).

For details of the supported paper sizes, refer to the following:

- Choosing the Appropriate Paper (page 11-14)

For the paper type setting, refer to the following:

- Media Type Setting (page 8-9)

Be sure to use the multi purpose tray when you print on any special paper.

**IMPORTANT**

- If you are using a paper weight of 106 g/m² or more, set the media type to Thick and set the weight of the paper you are using.
- Remove each transparency from the top tray as it is printed. Leaving transparencies in the top tray may cause a paper jam.

The capacity of the multi purpose tray is as follows.

- Plain paper (80 g/m²), recycled paper or color paper: 100 sheets
- Thick paper (106 to 220 g/m²): 5 sheets
- Thick paper (104.7 g/m²): 100 sheets
- Hagaki (Cardstock): 1 sheets
- Envelope DL, Envelope C5, Envelope #10, Envelope #9, Envelope #6 3/4, Envelope Monarch, Youkei 4, Youkei 2: 5 sheets
- OHP film: 1 sheet

**NOTE**

- When you load custom size paper, enter the paper size by referring to the following:
  - Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting or the Bulk Feeder (Bulk Feeder Setting)) (page 3-17)
- When you use special paper such as transparencies or thick paper, select the media type by referring to the following:
  - Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting or the Bulk Feeder (Bulk Feeder Setting)) (page 3-17)

1 Open the multi purpose tray.
2 Pull out the support tray section of the MP tray.

3 Adjust the multi purpose tray size.
Paper sizes are marked on the multi purpose tray.

4 Load paper.
Insert the paper along the paper width guides into the tray until it stops.
After removing new paper from its packaging, fan the paper before loading it in the multi purpose tray.

➤ Precaution for Loading Paper (page 3-3)
## IMPORTANT

- When loading the paper, keep the print side facing up.
- Curled paper must be uncurled before use.
- When loading paper into the multi purpose tray, check that there is no paper left over in the tray from a previous job before loading the paper. If there is just a small amount of paper left over in the multi purpose tray and you want to add more, first remove the left-over paper from the tray and include it with the new paper before loading the paper back into the tray.
- If there is a gap between the paper and the paper width guides, readjust the guides to fit the paper in order to prevent skewed feeding and paper jams.
- Ensure that the loaded paper does not exceed the level indicator (see illustration above).

5 **Specify the type of paper loaded in the multi purpose tray using the operation panel.**

- [Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting or the Bulk Feeder (Bulk Feeder Setting))](page 3-17)
When you load envelopes or cardstock in the multi purpose tray

Load the paper with the print side facing up. For the procedure for printing, refer to the following:

- Printer Driver User Guide

Example: When printing the address.

- IMPORTANT
  - Use unfolded Oufuku hagaki (Return postcard).
  - How to load envelopes (orientation and facing) will differ depending on the type of envelope. Be sure to load it in correctly, otherwise printing may be done in the wrong direction or on the wrong face.

- NOTE
  When you load envelopes in the multi purpose tray, select the envelope type by referring to the following:

- Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting or the Bulk Feeder (Bulk Feeder Setting)) (page 3-17)
## Specifying Paper Size and Media Type

The default paper size setting for cassette 1, for the multi purpose tray, for the optional paper feeder (cassettes 2 to 5) and optional bulk feeder is "A4" or "Letter", and the default media type setting is "Plain".

To change the type of paper to be used in cassettes, specify the paper size and media type setting.

### Paper Size and Media Type for the Cassettes

Specify the paper size and media type of paper to be used in cassettes.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Media Type</strong></td>
<td>Select the media type.</td>
</tr>
</tbody>
</table>
| Values        | - Cassette 1: Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, High Quality, CUSTOM 1 - 8  
                - Cassette 2 to 5: Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, Envelope, High Quality, CUSTOM 1 - 8 |
| **Other Paper Size** | Available options are as follows:  
                            - Cassette 1: Envelope DL, Envelope C5, Executive, Letter, Legal, A4, B5, A5, A5 (Landscape), A6, B6, ISO B5, Custom, Oufuku Hagaki, Oufuku Hagaki, OFIO II, 216 × 340 mm, 16K, Statement, Statement (Landscape) ², Folio  
                            - Cassette 2 to 5: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, Legal, A4, B5, A5, B6, Envelope #9, Envelope #6, ISO B5, Custom, Oufuku Hagaki, OFIO II, 216 × 340 mm, 16K, Statement, Folio, Youkei 2, Youkei 4  |
| **Custom Paper Size** | Register the custom paper size to be used in Cassettes 1 to 5.  
                           - Cassette 1:  
                             - Metric: X: 105 to 216 mm (in 1 mm increments), Y: 148 to 356 mm (in 1 mm increments)  
                             - Inch: X: 4.13 to 8.50" (in 0.01" increments), Y: 5.83 to 14.02" (in 0.01" increments)  
                             - Cassette 2 to 5:  
                               - Metric: X: 92 to 216 mm (in 1 mm increments), Y: 162 to 356 mm (in 1 mm increments)  
                               - Inch: X: 3.62 to 8.50" (in 0.01" increments), Y: 6.38 to 14.02" (in 0.01" increments)  
                             X=Width, Y=Length |

*1 To change to a media type other than "Plain".  
check Media Type Setting (page 8-9)  
When a paper weight that cannot be loaded in the cassette is set for a media type, that media type does not appear.  

*2 Inch models only.  

*3 Appears when [Custom] is selected in Other Paper Size.
Paper Size and Media Type for the Cassettes:
If the size dial is set to one of the sizes below, set the media type.
"A4", "A5", "B5", "Letter", "Legal" or "A6" (Cassette 1 only)
If the size dial is set to "Other", configure the settings for the paper size and the media type.

1 Display the screen.
[Menu] key > [▲][▼] key > [Paper Settings] > [OK] key > [▲][▼] key >
[Cassette 1 (to 5) Set.] > [OK] key

NOTE
[Cassette 2] to [Cassette 5] are shown when the optional paper feeder is installed.

2 Specify the media type.
1 [▲][▼] key > [Media Type] > [OK] key
2 Select the media type, and select the [OK] key.

3 Specify the paper size.
1 [▲][▼] key > [Other Paper Size] > [OK] key
2 Select the paper size, and select the [OK] key.
   If you selected [Custom], use the procedure below to specify the paper length and width.
   [Measurement] > [OK] key
4 Select the paper size units, and select the [OK] key.
5 [▲][▼] key > [Size Entry(Y)] > [OK] key
6 Enter the paper length, and select the [OK] key.

NOTE
Use the numeric keys or select the [▲] or [▼] key to enter a number.

7 [▲][▼] key > [Size Entry(X)] > [OK] key
8 Enter the paper width, and select the [OK] key.

NOTE
Use the numeric keys or select the [▲] or [▼] key to enter a number.
Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting or the Bulk Feeder (Bulk Feeder Setting))

Specify the paper size and media type of paper to be used in the multi purpose tray.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper Size</td>
<td>Available options are as follows:</td>
</tr>
<tr>
<td></td>
<td>Values:</td>
</tr>
<tr>
<td></td>
<td>MP Tray: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive,</td>
</tr>
<tr>
<td></td>
<td>Letter, Legal, A4, B5, A5, A5 (Landscape), A6, B6, Envelope #9, Envelope #6, ISO B5,</td>
</tr>
<tr>
<td></td>
<td>Custom, Hagaki (Cardstock), Oufuku hagaki (Return postcard), Oficio II, 216 x 340 mm,</td>
</tr>
<tr>
<td></td>
<td>16K, Statement, Statement (Landscape), Folio, Youkei 2, Youkei 4</td>
</tr>
<tr>
<td></td>
<td>Bulk Feeder: Envelope Monarch, Envelope #10, Envelope C5, Executive,</td>
</tr>
<tr>
<td></td>
<td>Letter, A4, B5, A5, A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, Hagaki, Oufuku</td>
</tr>
<tr>
<td></td>
<td>Hagaki, 16K, Statement, Youkei 2, Youkei 4</td>
</tr>
<tr>
<td>Media Type*1</td>
<td>Select the media type.</td>
</tr>
<tr>
<td></td>
<td>Values:</td>
</tr>
<tr>
<td></td>
<td>MP Tray: Plain, Transparency, Preprinted, Labels, Bond, Recycled,</td>
</tr>
<tr>
<td></td>
<td>Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality,</td>
</tr>
<tr>
<td></td>
<td>Custom 1 - 8                                     **</td>
</tr>
<tr>
<td></td>
<td>Bulk Feeder: Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough,</td>
</tr>
<tr>
<td></td>
<td>Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, CUSTOM 1 - 8</td>
</tr>
</tbody>
</table>

*1 To change to a media type other than Plain.

Media Type Setting (page 8-9)

1 Display the screen.

- [Menu] key > [▲] [▼] key > [Paper Settings] > [OK] key > [▲] [▼] key > [MP Tray Set.] or
- [Bulk Feeder Set.] > [OK] key

** NOTE

[Bulk Feeder Set.] are shown when the optional bulk feeder is installed.

2 Specify the paper size.

1  [▲] [▼] key > [Paper Size] > [OK] key

2  Select the paper size, and select the [OK] key.

3 Specify the media type.

1  [▲] [▼] key > [Media Type] > [OK] key

2  Select the media type, and select the [OK] key.
Paper Stopper

When using paper A4/Letter or larger, open the paper stopper shown in the figure.
This chapter explains the following topics:

- Printing from PC ............................................... .................................................................................................. 4-2
- Printing on Non-standard Sized Paper ........................................................................................................ 4-4
- Banner printing ................................................................. ...................................................................................... 4-5
- Printer Driver Print Settings Screen .......................................................... ............................................................................ 4-9
- Printer Driver Help ............................................................................................................................... 4-10
- Changing the Default Printer Driver Settings (Windows 10) ........................................................................... 4-10
- Canceling Printing from a Computer ........................................................................................................ 4-10
- Printing by AirPrint ......................................................................................................................................... 4-11
- Printing by Google Cloud Print ............................................................................................................. 4-11
- Printing by Mopria ........................................................................................................................................ 4-11
- Printing with Wi-Fi Direct .............................................................................................................................. 4-11
- Printing Data Saved on the Printer ............................................................................................................. 4-12
  - Specifying the Job Box from a Computer and Storing the Job ................................................................ 4-12
  - Printing Documents from Private Print Box .......................................................................................... 4-13
  - Printing Document from Stored Job Box ................................................................................................. 4-15
  - Printing Document from Quick Copy Box ............................................................................................. 4-17
  - Printing Document from Proof and Hold Box .................................................................................... 4-19
- Job Box Setting .................................................................................................................................................. 4-21
- Status Monitor .................................................................................................................................................. 4-22
  - Accessing the Status Monitor .................................................................................................................. 4-22
  - Exiting the Status Monitor ....................................................................................................................... 4-22
  - Status Monitor Display .......................................................................................................................... 4-22
Printing from PC

Follow the steps below to print documents from applications.

**NOTE**
- To print the document from applications, install the printer driver on your computer from the supplied DVD (Product Library).
- In some environments, the current settings are displayed at the bottom of the printer driver.

- When printing the cardstock or envelopes, load the cardstock or envelopes in the multi purpose tray before performing the following procedure.

arrow_right **When you load envelopes or cardstock in the multi purpose tray (page 3-14)**

1. **Display the screen.**
   Click [File] and select [Print] in the application.

2. **Configure the settings.**
   1. Select the machine from the "Printer" menu and click the [Properties] button.
2 Select the [Basic] tab.

3 Click "Print size" menu and select the paper size to use for printing.

To load the paper of size that is not included in print sizes of the machine such as cardstock or envelopes, the paper size needs to be registered.

➤ Printing on Non-standard Sized Paper (page 4-4)

To print on the special paper such as thick paper or transparency, click "Media type" menu and select the media type.

4 Click [OK] button to return to the Print dialog box.

3 Start printing.

Click the [OK] button.
Printing on Non-standard Sized Paper

If you loaded a paper size that is not included in the print sizes of the machine, register the paper size in the [Basic] tab of the print settings screen of the printer driver.

The registered size can be selected from the "Print size" menu.

NOTE
To execute printing at the machine, set the paper size and type in the following:

- Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting or the Bulk Feeder (Bulk Feeder Setting)) (page 3-17)

1 Display the print settings screen.

2 Register the paper size.

1 Click the [Basic] tab.
2 Click the [Page Sizes...] button.
3 Click the [New] button.
4 Enter the paper size.
5 Enter the name of the paper.
6 Click the [Save] button.
7 Click the [OK] button.
8 In the "Print size" menu, select the paper size (name) that you registered in steps 4 to 7.
9 Select the type of paper in the "Media type" menu.
10 Click [Multipurpose tray] in the "Source" menu.

NOTE
If you loaded a postcard or envelope, select [Cardstock] or [Envelope] in the "Media type" menu.
Banner printing

When a document length from 470.1 mm (18.51") to a maximum of 915.0 mm (36.03") is specified for printing, the print job is treated as banner printing.

Follow the steps below to set banner paper in the printer driver.

1 Display the screen.
   Click [File] and select [Print] in the application.

2 Configure the settings.
   1 Select the machine from the “Name” menu and click the [Properties] button.

   2 Select the [Basic] tab.

   3 Click the [Page Sizes...] button.
3 Register the paper size.

1 Click the [New] button.
2 Enter the length (470.1 mm (18.52") or longer), and width of the custom paper size being registered.
3 Enter the name of the paper.
4 Click the [Save] button.
5 Click the [OK] button.

4 Configure the print paper size.

1 Click "Print size" menu and select the paper size registered in step 3.
2 Click the [OK] button.

**NOTE**
When banner printing, a resolution of 600 dpi is set.
5 **Load paper.**

1 Open the multi purpose tray and extend the support tray section of the multi purpose tray.

2 Load paper.
Start printing.

Click the [OK] button.

When you execute printing in this case, a message appears on the machine's operation panel. Place the paper in the Multi Purpose tray, continue to support it so that it does not fall, and select [Continue]. To cancel printing, select [Cancel].

- When printing multiple banner sheets, set the paper every time printing one sheet and select [Continue].
- After pressing [Continue], support the paper with both hands so that it feeds in correctly.
- After printing starts, catch the paper when it is output so that it does not fall. When using the inner tray as the output location, do not stand up the stopper.

Set whether the confirmation screen appears before each sheet is printed when printing multiple banner sheets.

Msg Banner Print (page 8-35)
**Printer Driver Print Settings Screen**

The printer driver print settings screen allows you to configure a variety of print-related settings.

**Printer Driver User Guide**

### Table of Contents

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>[Quick Print] tab</strong>&lt;br&gt;Provides icons that can be used to easily configure frequently used functions. Each time you click an icon, it changes to an image resembling the print results and applies the settings.</td>
</tr>
<tr>
<td></td>
<td><strong>[Basic] tab</strong>&lt;br&gt;This tab groups basic functions that are frequently used. You can use it to configure the paper size, and duplex printing.</td>
</tr>
<tr>
<td></td>
<td><strong>[Layout] tab</strong>&lt;br&gt;This tab lets you configure settings for printing various layouts, including booklet printing, combine mode, poster printing, and scaling.</td>
</tr>
<tr>
<td></td>
<td><strong>[Imaging] tab</strong>&lt;br&gt;This tab lets you configure settings related to the quality of the print results.</td>
</tr>
<tr>
<td></td>
<td><strong>[Publishing] tab</strong>&lt;br&gt;This tab lets you create covers and inserts for print jobs and put inserts between sheets of OHP film.</td>
</tr>
<tr>
<td></td>
<td><strong>[Job] tab</strong>&lt;br&gt;This tab lets you configure settings for saving print data from the computer to the machine. Regularly used documents and other data can be saved to the machine for easy printing later. Since saved documents can be printed directly from the machine, this function is also convenient when you wish to print a document that you don't want others to see.</td>
</tr>
<tr>
<td></td>
<td><strong>[Advanced] tab</strong>&lt;br&gt;This tab lets you configure settings for adding text pages or watermarks to print data.</td>
</tr>
<tr>
<td>2</td>
<td><strong>[Profiles]</strong>&lt;br&gt;Printer driver settings can be saved as a profile. Saved profiles can be recalled at any time, so it's a convenient practice to save frequently used settings.</td>
</tr>
<tr>
<td>3</td>
<td><strong>[Reset]</strong>&lt;br&gt;Click to revert settings to their initial values.</td>
</tr>
</tbody>
</table>
Printer Driver Help

The printer driver includes Help. To learn about print settings, open the printer driver print settings screen and display Help as explained below.

1. Click the [?] button in the upper right corner of the screen and then click the item you want to know about.
2. Click the item you want to know about and press the [F1] key on your keyboard.

Changing the Default Printer Driver Settings (Windows 10)

The default printer driver settings can be changed. By selecting frequently used settings, you can omit steps when printing. For the settings, refer to the following:

1. Click the [Start] button on the Windows and then select [Windows System], [Control Panel], and [View devices and printers].
2. Right-click the printer driver icon of the machine, and click the [Print Setup] menu of the printer driver.
3. Select the default settings and click the [OK] button.

Canceling Printing from a Computer

To cancel a print job executed using the printer driver before the printer begins printing, do the following:

1. Double-click the printer icon ( ) displayed on the taskbar at the bottom right of the Windows desktop to display a dialog box for the printer.
2. Click the file for which you wish to cancel printing and select [Cancel] from the "Document" menu.

NOTE

When canceling printing from this machine, refer to the following:

1. Click the '?' button in the upper right corner of the screen and then click the item you want to know about.
2. Click the item you want to know about and press the [F1] key on your keyboard.
Printing by AirPrint

AirPrint is a printing function that is included standard in iOS 4.2 and later products, and Mac OS X 10.7 and later products.

This function enables you to connect and print to any AirPrint compatible device without installing a printer driver.

To allow the machine to be found when printing by AirPrint, you can set machine location information in Command Center RX.

→ Command Center RX User Guide

Printing by Google Cloud Print

Google Cloud Print is a printing service provided by Google and does not require a printer driver. This service enables a user with a Google account to print from a machine connected to the Internet.

The machine can be configured in the Command Center RX.

→ Command Center RX User Guide

NOTE
A Google account is necessary to use Google Cloud Print. Obtain a Google account if you do not have one.

It is also necessary to register the machine with the Google Cloud Print service in advance. The machine can be registered from a PC connected to the same network.

Printing by Mopria

Mopria is a standard on printing function included in Android 4.4 or later products. Mopria Print Service needs to be installed and enabled in advance.

For details on how to use, refer to a Web site of Mopria Alliance.

Printing with Wi-Fi Direct

Wi-Fi Direct is a wireless LAN standard that Wi-Fi Alliance has been established. This is one of the functions of the wireless LAN, without a wireless LAN access point or wireless LAN router, between devices can communicate directly on a peer to peer basis.

The printing procedure by the Wi-Fi Direct is the same as that from the normal handheld devices.

When you use a printer name or Bonjour name on the port settings of the printer property, you can print the job by specifying the name at Wi-Fi Direct connection.

When you use an IP address for the port, specify the IP address of this machine.
Printing Data Saved on the Printer

If you configure settings in the [Job] tab of the printer driver and then print, the print job will be saved in the Job Box (memory) and printing can be executed at the machine.

Follow the work flow below when using Job Box.

Specifying the Job Box from a computer and sending the print job. (page 4-12)

Using the operation panel to specify a file within a Box and printing it.

You can print the documents from the following boxes.

- Printing Documents from Private Print Box (page 4-13)
- Printing Document from Stored Job Box (page 4-15)
- Printing Document from Quick Copy Box (page 4-17)
- Printing Document from Proof and Hold Box (page 4-19)

Specifying the Job Box from a Computer and Storing the Job

Use the procedure below to store data in a Job Box.

1. Click [File] and select [Print] in the application. The Print dialog box displays.
2. Select the machine from the "Name" menu.
3. Click the [Properties] button. The Properties dialog box displays.
4. Click the [Job] tab and select the [Job storage (e-MPS)] check box to set the function.

NOTE
- To use Stored Job Box and Quick Copy Box, an optional SSD must be installed in the machine.
- For information on how to use the printer driver software, refer to the following:
  - Printer Driver User Guide
Printing Documents from Private Print Box

In Private Printing, you can specify that a job is not to be printed until you operate the machine. When sending the job from the application software, specify a 4-digit access code in the printer driver. The job is released for printing by entering the access code on the operation panel, ensuring confidentiality of the print job. The data will be deleted upon completion of the print job or after the power switch is turned off.

The following operations are possible:

- Printing the Documents (page 4-13)
- Deleting the Documents (page 4-14)

Printing the Documents

Print the documents stored in a Private Print box. The procedure is as follows.

1. **Display the screen.**
   1. [Document Box] key > [▲] [▼] key > [Private/Stored] > [OK] key

   ![NOTE]
   If the default screen of the box is set to a Custom Box, display the Job Box screen.
   [Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

2. Select the creator of the document, and select the [OK] key.

2. **Print the document.**
   1. Select the document to print, and [Select] > [OK] key.
      
      The file is selected. A checkmark will be placed on the right of the selected file.
      
      Checkmarks will be placed on the right of the all files when [All Files] is selected.
      
      When all files are checked, all checkmarked files are deselected.
      
      Select the checkmarked file and select [Select] again to cancel the selection.

   2. [▲] [▼] key > [Print] > [OK] key

3. Specify the number of copies to print as desired, and the [OK] key > [Yes].

   Printing starts.
   
   Upon completion of printing, the Private/Stored job is automatically deleted.

   ![NOTE]
   If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.
Deleting the Documents

Delete the documents stored in a Private Print box. The procedure is as follows.

1 Display the screen.

1. [Document Box] key > [▲] [▼] key > [Private/Stored] > [OK] key

   NOTE
   If the default screen of the box is set to a Custom Box, display the Job Box screen.
   [Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

2 Select the creator of the document, and select the [OK] key.

2 Delete the document.

1. Select the document to delete, and [Select] > [OK] key.
   
   The file is selected. A checkmark will be placed on the right of the selected file.
   Checkmarks will be placed on the right of the all files when [All Files] is selected.
   When all files are checked, all checkmarked files are deselected.
   Select the checkmarked file and select [Select] again to cancel the selection.

2. [▲] [▼] key > [Delete] > [OK] key > [Yes]

   The document is deleted.

   NOTE
   If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.
Printing Document from Stored Job Box

In Stored Job, the print data sent from the application is saved to the machine. You can set up an access code as necessary. If you set up an access code, enter the access code when printing. Print data will be stored in the Stored Job Box after printing. This will allow printing of the same print data repeatedly.

The following operations are possible:

► Printing the Documents (page 4-15)
► Deleting the Documents (page 4-16)

Printing the Documents

Print the documents stored in a Stored Job box. The procedure is as follows.

1 Display the screen.

1 [Document Box] key > [▲] [▼] key > [Private/Stored] > [OK] key

![NOTE]

If the default screen of the box is set to a Custom Box, display the Job Box screen.

[Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

2 Select the creator of the document, and select the [OK] key.

2 Print the document.

1 Select the document to print, and [Select] > [OK] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [All Files] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [Select] again to cancel the selection.

2 [▲] [▼] key > [Print] > [OK] key

3 Specify the number of copies to print as desired, and the [OK] key > [Yes].

Printing starts.

![NOTE]

If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.
Deleting the Documents

Delete the documents stored in a Stored Job box. The procedure is as follows.

1 **Display the screen.**
   1 [Document Box] key > [▲] [▼] key > [Private/Stored] > [OK] key

   **NOTE**
   If the default screen of the box is set to a Custom Box, display the Job Box screen.
   [Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

   2 Select the creator of the document, and select the [OK] key.

2 **Print and delete the document.**
   1 Select the document to delete, and [Select] > [OK] key.

      The file is selected. A checkmark will be placed on the right of the selected file.
      Checkmarks will be placed on the right of the all files when [All Files] is selected.
      When all files are checked, all checkmarked files are deselected.
      Select the checkmarked file and select [Select] again to cancel the selection.

   2 [▲] [▼] key > [Delete] > [OK] key > [Yes]

      The document is deleted.

   **NOTE**
   If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.
Printing Document from Quick Copy Box

Quick Copy feature facilitates additional prints of a document already printed. Activating Quick Copy and printing a document using the printer driver allow the print data to be stored in the Quick Copy Job Box. When additional copies are required, you can reprint the required number of copies from the operation panel. By default, up to 32 documents can be stored. When power is turned off, all stored jobs will be deleted.

NOTE
- When the number of jobs reaches the limit, the oldest job will be overwritten by the new one.
- To maintain free space on the box, you can set the maximum number of stored jobs.

Quick Copy Jobs (page 4-21)

The following operations are possible:
- Printing the Documents (page 4-17)
- Deleting the Documents (page 4-18)

Printing the Documents

You can print the documents stored in the Quick Copy box. The procedure is as follows.

1 Display the screen.
   1 [Document Box] key > [▼] key > [Quick Copy] > [OK] key

   NOTE
   If the default screen of the box is set to a Custom Box, display the Job Box screen.
   [Document Box] key > [Back] key > [▼] key > [Job Box] > [OK] key

2 Select the creator of the document, and select the [OK] key.

2 Print the document.
   1 Select the document to print, and [Select] > [OK] key.
      The file is selected. A checkmark will be placed on the right of the selected file.
      Checkmarks will be placed on the right of the all files when [All Files] is selected.
      When all files are checked, all checkmarked files are deselected.
      Select the checkmarked file and select [Select] again to cancel the selection.
   2 [▼] key > [Print] > [OK] key
   3 Specify the number of copies to print as desired, and the [OK] key > [Yes].
      Printing starts.
Deleting the Documents

You can delete the documents stored in the Quick Copy box. The procedure is as follows.

1. **Display the screen.**
   
   1. [Document Box] key > [▲] [▼] key > [Quick Copy] > [OK] key

   **NOTE**
   
   If the default screen of the box is set to a Custom Box, display the Job Box screen.
   
   [Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

   2. Select the creator of the document, and select the [OK] key.

2. **Delete the document.**

   1. Select the document to delete, and [Select] > [OK] key.
      
      The file is selected. A checkmark will be placed on the right of the selected file.
      
      Checkmarks will be placed on the right of the all files when [All Files] is selected.
      
      When all files are checked, all checkmarked files are deselected.
      
      Select the checkmarked file and select [Select] again to cancel the selection.

   2. [▲] [▼] key > [Delete] > [OK] key > [Yes]
      
      The document is deleted.
Printing Document from Proof and Hold Box

The Proof and Hold feature produces only a single proof print of multiple-print job and holds printing of the remaining copies. Printing a multiple-print job in Proof and Hold using the printer driver allows only a single copy to be printed while maintaining the document data in the Job Box. To continue to print the remaining copies, use the operation panel. You can change the number of copies to print.

The following operations are possible:

► Printing the Documents (page 4-19)
► Deleting the Documents (page 4-20)

Printing the Documents

You can print the documents stored in the Proof and Hold box. The procedure is as follows.

1 Display the screen.
   1 [Document Box] key > [▲] [▼] key > [Quick Copy] > [OK] key

   ![NOTE]
   If the default screen of the box is set to a Custom Box, display the Job Box screen.

   [Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

   2 Select the creator of the document, and select the [OK] key.

2 Print the document.
   1 Select the document to print, and [Select] > [OK] key.

   The file is selected. A checkmark will be placed on the right of the selected file.

   Checkmarks will be placed on the right of the all files when [All Files] is selected.

   When all files are checked, all checkmarked files are deselected.

   Select the checkmarked file and select [Select] again to cancel the selection.

   2 [▲] [▼] key > [Print] > [OK] key

   3 Specify the number of copies to print as desired, and the [OK] key > [Yes].

   Printing starts.
Deleting the Documents

You can delete the documents stored in the Proof and Hold box. The procedure is as follows.

1 **Display the screen.**

   1 [Document Box] key > [▲] [▼] key > [Quick Copy] > [OK] key

   **NOTE**

   If the default screen of the box is set to a Custom Box, display the Job Box screen.

   [Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

   2 Select the creator of the document, and select the [OK] key.

2 **Delete the document.**

   1 Select the document to delete, and [Select] > [OK] key.

   The file is selected. A checkmark will be placed on the right of the selected file.

   Checkmarks will be placed on the right of the all files when [All Files] is selected.

   When all files are checked, all checkmarked files are deselected.

   Select the checkmarked file and select [Select] again to cancel the selection.

   2 [▲] [▼] key > [Delete] > [OK] key > [Yes]

   The document is deleted.
Job Box Setting

Configures settings for Job Box.

1 **Display the screen.**

[Document Box] key > [▲] [▼] key > [Job Box Setting] > [OK] key

![NOTE]

If the default screen of the box is set to a Custom Box, display the Job Box screen.

[Document Box] key > [Back] key > [▲] [▼] key > [Job Box] > [OK] key

2 **Configure the settings.**

The available settings are shown below.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quick Copy Jobs</td>
<td>To maintain free space on the box, you can set the maximum number of stored jobs. Value: number between 0 and 300</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>When 0 is set, Quick Copy cannot be used.</td>
</tr>
<tr>
<td>JobRet. Deletion</td>
<td>This setting specifies that documents, such as Private Printing, Quick Copying, or Proof and Hold Printing, saved temporarily in the job box are automatically deleted after they have been saved for a set time. Value: Off, 1 hour, 4 hours, 1 day, 1 week</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is valid for documents saved after the function is set. Regardless of this function setting, temporary documents are deleted when the main power switch is turned off.</td>
</tr>
<tr>
<td>Storage Media</td>
<td>Select which storage media to use.</td>
</tr>
<tr>
<td></td>
<td><strong>Value</strong>: SSD, SD Card</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This setting is not displayed if the optional SSD or SD card is not installed.</td>
</tr>
</tbody>
</table>
Status Monitor

The Status Monitor monitors the printer status and provides an ongoing reporting function.

![NOTE]
When you activate Status Monitor, check the status below.

- KX DRIVER is installed.
- Either [Enhanced WSD] or [EnhancedWSD(SSL)] are set to [On] in "TCP/IP Settings".

► TCP/IP Settings (page 8-18)

Accessing the Status Monitor

The Status Monitor also starts up when printing is started.

Exiting the Status Monitor

Use either of the methods listed below to exit the Status Monitor.

- Exit manually:
  Click the settings icon and select Exit in the menu to exit the Status Monitor.

- Exit automatically:
  The Status Monitor automatically shuts down after 7 minutes if it is not being used.

Status Monitor Display

The display of the Status Monitor is as follows.

Quick View State

The status of the printer is displayed using icons. Detailed information is displayed when the Expand button is clicked.

![Settings icon]
Expand button
Alert Tab
Toner Status Tab
Paper Tray Status Tab
Printing Progress Tab

Detailed information is displayed by clicking on each icon tab.
Printing Progress Tab

The status of the print jobs is displayed.

Select a job on the job list and it can be canceled using the menu displayed with a right-click.

Paper Tray Status Tab

Information is displayed about the paper in the printer and about the amount of paper remaining.

Toner Status Tab

The amount of toner remaining is displayed.
Alert Tab

If an error occurs, a notice is displayed using a 3D image and a message.

Status Monitor Context Menu

The following menu is displayed when the settings icon is clicked.

- **Command Center RX**
  If the printer is connected to a TCP/IP network and has its own IP address, use a web browser to access the Command Center RX to modify or confirm the network settings. This menu is not displayed when using USB connection.
  ➤ Command Center RX User Guide

- **Notification…**
  This sets the display of the Status Monitor.
  ➤ Status Monitor Notification Settings (page 4-25)

- **www.kyoceradocumentsolutions.com**
  Open our website.

- **Exit**
  Exits the Status Monitor.
Status Monitor Notification Settings

The Status Monitor settings and event list details are displayed.

Select whether notification is performed when an error in the event list occurs.

1. **Select Enable event notification.**

   If this setting is set to Off, then the Status Monitor will not start up even when printing is executed.

2. **Select an event to use with the text to speech function in Available events.**

3. **Click Sound file / Text to Speech column.**

   Click the browse (...) button to notify the event by sound file.

   ![Available events]

   **NOTE**

   The available file format is WAV.

   When customizing the message texts to read on the screen aloud, enter the texts in the text box.
This chapter explains the following topics:

- Canceling Jobs ................................................................. 5-2
- What is Document Box? ...................................................... 5-3
- Using a Custom Box ............................................................. 5-5
  - Creating a New Custom Box ............................................. 5-5
  - Editing and Deleting Custom Box ..................................... 5-7
  - Storing Documents .......................................................... 5-7
  - Printing Documents .......................................................... 5-8
  - Editing Documents ........................................................... 5-9
  - Deleting Documents ........................................................ 5-10
- Printing Documents Stored in Removable USB Drive ............ 5-11
- Removing USB Drive ......................................................... 5-13
Canceling Jobs

You can also cancel jobs by selecting the [Cancel] key.

1 While the printer displays "Processing.", select [Cancel] key.
   The "Job Cancel List" appears, showing the list of current print jobs.

2 Cancel a job.
   1 Select the job to cancel, and the [OK] key.
   2 Select [Yes].

   The job is canceled.

NOTE
"Canceling..." appears on the message display and printing stops after the current page is printed.
What is Document Box?

Document Box contains four types of component boxes which provide the following functions.

The following types of document boxes are available.

**Custom Box (page 5-5)**

Custom Box is a component box which you can create within the Document Box and store data for later retrieval. You can create or delete a Custom Box, and manipulate data in various ways as described below:

- Creating a New Custom Box (page 5-5)
- Storing Documents (page 5-7)
- Printing Documents (page 5-8)
- Editing Documents (page 5-9)
- Deleting Documents (page 5-10)

**NOTE**

To use Custom Box, an optional SSD must be installed in the machine.

**Job Box**

This is a box to save jobs executed from a PC.

**NOTE**

- You can set up the machine so that temporary documents in job boxes are automatically deleted.
- JobRet. Deletion (page 4-21)
- For details on operating the Job Box, refer to the following:
- Printing Data Saved on the Printer (page 4-12)

**Private Print/Stored Job Box (page 4-13, page 4-15)**

In Private Printing, you can specify that a job is not to be printed until you operate the machine. When sending the job from the application software, specify a 4-digit access code in the printer driver. The job is released for printing by entering the access code on the operation panel, ensuring confidentiality of the print job. The data will be deleted upon completion of the print job or after the power switch is turned off.

In Stored Job, the print data sent from the application is saved to the machine. You can set up an access code as necessary. If you set up an access code, enter the access code when printing. Print data will be stored in the Job Box after printing. This will allow printing of the same print data repeatedly.

**Quick Copy/Proof and Hold Box (page 4-17, page 4-19)**

Quick Copy feature facilitates additional prints of a document already printed. Activating Quick Copy and printing a document using the printer driver allow the print data to be stored in the Job Box. When additional copies are required, you can reprint the required number of copies from the operation panel. By default, up to 32 documents can be stored. When power is turned off, all stored jobs will be deleted.

**NOTE**

When you attempt to store documents in excess of the above maximum, the oldest document data will be overwritten by the latest document data.

The Proof and Hold feature produces only a single proof print of multiple-print job and holds printing of the remaining copies. Printing a multiple-print job in Proof and Hold using the printer driver allows only a single copy to be printed while maintaining the document data in the Job Box. To continue to print the remaining copies, use the operation panel. You can change the number of copies to print.
USB Drive Box (page 5-11)

A USB drive stick can be connected to the USB drive slot on the machine to print a saved file. You can print data directly from the USB drive without a PC.
Using a Custom Box

Custom Box is a component box which you can create within the Document Box and store data for later retrieval. You can create or delete a Custom Box, and manipulate data in various ways as described below:

- Creating a New Custom Box (page 5-5)
- Storing Documents (page 5-7)
- Printing Documents (page 5-8)
- Editing Documents (page 5-9)
- Deleting Documents (page 5-10)

NOTE
The operation on Custom Box you perform from operation panel can also be made using Command Center RX.

- Command Center RX User Guide

Creating a New Custom Box

NOTE
- To use Custom Box, an optional SSD must be installed in the machine.
- If user login administration is enabled, you can only change the settings by logging in with administrator privileges. The factory default login user name and login password are set as shown below.
  - Login User Name: 6000
  - Login Password: 6000
- If user login administration is enabled, log in with administrator privileges to perform the following operations. They cannot be performed with user privileges.
  - Creating a box
  - Deleting a box of which owner is another user.

1. Display the screen.
   Select the [Document Box] key.

   NOTE
   If the default screen of the box is set to a Job Box, display the Custom Box screen.
   [Document Box] key > [Back] key > [▲][▼] key > [Custom Box] > [OK] key

2. Create a custom box.
   1. Select [Add].
   2. Enter the box name and select the [OK] key.

   NOTE
   Up to 32 characters can be entered.
   For details on entering characters, refer to the following:
   - Character Entry Method (page 11-9)
Enter a box number and select the [OK] key.

**NOTE**
You can set any value between 0001 and 1000. Use the [▲] or [▼] key or the numeric keys to enter a number.

If you specify a box number that is already in use, an error message appears when you select the [OK] key and the number cannot be registered. If you enter 0000, the smallest number available will be automatically assigned.

To complete the box registration, select [▲] [▼] key > [Exit] > [OK] key. The Custom Box is created.

To register further Box information, select [▲] [▼] key > [Detail] > [OK] key. Proceed to next step.

**Enter the box information.**
Select [Edit] or [Change] on each item and enter the information then select the [OK] key. Select the [◄] key to view the next screen. Select the [►] key to return to the previous screen.

The table below lists the items to be set.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Box Name</td>
<td>Enter a box name consisting of up to 32 characters.</td>
</tr>
<tr>
<td></td>
<td>➤ Character Entry Method ([page 11-9])</td>
</tr>
<tr>
<td>Owner *1 *2</td>
<td>Set the owner of the box. Select the owner from the user list that appears.</td>
</tr>
<tr>
<td>Permission *1</td>
<td>Select whether to share the box.</td>
</tr>
<tr>
<td>Box Password</td>
<td>User access to the box can be restricted by specifying a password to protect the box. Entering a password is not mandatory. Enter a password of up to 16 characters and select the [OK] key. Reenter the same password for confirmation and select the [OK] key. This can be set if [Shared] is selected in &quot;Permission&quot;.</td>
</tr>
<tr>
<td>Box Number</td>
<td>Enter the box number by using the numeric keys or using the [▲] or [▼] key. The box number can be from 0001 to 1000. A Custom Box should have a unique number. If you enter 0000, the smallest number available will be automatically assigned.</td>
</tr>
<tr>
<td>Usage Restrict.</td>
<td>The usage for a box can be restricted. To enable a capacity restriction enter a value for the storage capacity of the Custom Box in megabytes by using the numeric keys or using the [▲] or [▼] key. You can enter a limit between 1 and 30,000 (MB).</td>
</tr>
<tr>
<td>Auto File Del.</td>
<td>Automatically deletes stored documents after a set period of time.</td>
</tr>
<tr>
<td></td>
<td>To enable automatic deletion, select [▲] [▼] key &gt; [Off/On] &gt; [OK] key &gt; [▲] [▼] key &gt; [On] &gt; [OK] key.</td>
</tr>
<tr>
<td></td>
<td>To set the period that the document will be stored, select [▲] [▼] key &gt; [Period] &gt; [OK] key.</td>
</tr>
<tr>
<td></td>
<td>Use the numeric keys or use the [▲] or [▼] key to enter the number of days for which documents are stored. You can enter any number between 1 and 31 (day(s)).</td>
</tr>
<tr>
<td></td>
<td>To disable automatic file deletion, select [▲] [▼] key &gt; [Off/On] &gt; [OK] key &gt; [▲] [▼] key &gt; [Off] &gt; [OK] key.</td>
</tr>
<tr>
<td>OverwriteSetting</td>
<td>Specifies whether or not old stored documents are overwritten when new documents are stored.</td>
</tr>
<tr>
<td></td>
<td>To overwrite old documents, select [▲] [▼] key &gt; [Permit] &gt; [OK] key.</td>
</tr>
<tr>
<td></td>
<td>To retain old documents, select [▲] [▼] key &gt; [Prohibit] &gt; [OK] key.</td>
</tr>
<tr>
<td>Del. afterPrint</td>
<td>Automatically delete a document from the box once printing is complete.</td>
</tr>
<tr>
<td></td>
<td>To delete the document, select [▲] [▼] key &gt; [On] &gt; [OK] key.</td>
</tr>
<tr>
<td></td>
<td>To retain the document, select [▲] [▼] key &gt; [Off] &gt; [OK] key.</td>
</tr>
</tbody>
</table>

*1 Displayed when the user login administration is enabled.
*2 Displayed when the user has logged in as administrator.
**Editing and Deleting Custom Box**

1. **Display the screen.**
   Select the [Document Box] key.
   
   **NOTE**
   If the default screen of the box is set to a Job Box, display the Custom Box screen.
   
   [Document Box] key > [Back] key > [▲][▼] key > [Custom Box] > [OK] key

2. **Edit the custom box.**

   **To edit**
   
   1. Select the box you want edit and select the [OK] key.
   
   **NOTE**
   • When you have logged in as a user, you can only edit a box whose owner is set to that user.
   • When you have logged in as administrator, you can edit all boxes.
   • If a custom box is protected by a password, enter the correct password.
   
   2. [Menu] > [▲][▼] key > [Box Detail/Edit] > [OK] key
   
   3. Change the box information.
      
      ➤ [Creating a New Custom Box (page 5-5)]

   **To delete**
   
   1. Select the box you want delete and [OK] key.
   
   **NOTE**
   • When you have logged in as a user, you can only delete a box whose owner is set to that user.
   • When you have logged in as administrator, you can delete all boxes.
   
   2. [Menu] > [▲][▼] key > [Delete] > [OK] key > [Yes]
   
   **NOTE**
   If a custom box is protected by a password, enter the correct password.

**Storing Documents**

Custom box stores the print data which is sent from a PC. For the operation of the printing from the PC, refer to the following:

➤ [Printer Driver User Guide]
Printing Documents

The procedure for printing documents in a custom box is explained below.

1 Display the screen.

1 Select the [Document Box] key.

NOTE
If the default screen of the box is set to a Job Box, display the Custom Box screen.

[Document Box] key > [Back] key > [▲] [▼] key > [Custom Box] > [OK] key

2 Select the box containing the document you want to print, and select the [OK] key.

NOTE
• If a custom box is protected by a password, enter the correct password.
• Select [Select] to perform the following operations.
  - [Sort]: Sort the boxes.
  - [Search(No.)]: Search using the box number.

2 Print the document.

1 Select the document you want to print, and select [Select].

A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [All Files] is selected.

When all files in the Custom Box are checked, all checkmarked files are deselected.

Select the checkmarked file and select [Select] again to cancel the selection.

NOTE
Select [Menu] to perform the following operations.

- [Search(Name)]: Search using a file name.
- [Box Detail/Edit]: Show and edit box details.
  ➤ To edit (page 5-7)
- [File Detail]: Display the details for the selected file.
- [Delete]: Delete the document.
  ➤ To delete (page 5-7)

2 Select the [OK] key.

To use the settings used at the time of printing (when the document was saved), select [▲] [▼] key > [Print] > [OK] key.

To change the print settings, select [▲] [▼] key > [Print(ChangeSet)] > [OK] key.

If [Print] is selected, change the number of copies to print as necessary.

If [Print (ChangeSet)] is selected, change the print settings. For the features that can be selected, refer to the following:

➤ Custom Box (Printing) (page 6-2)

Printing of the selected document begins.
Editing Documents

This function allows you to move documents stored in custom boxes into other boxes. The procedure for moving documents is explained below.

1 Display the screen.
   1 Select the [Document Box] key.

   **NOTE**
   If the default screen of the box is set to a Job Box, display the Custom Box screen.
   [Document Box] key > [Back] key > [▲] [▼] key > [Custom Box] > [OK] key

2 Select the box containing the document you want to move, and select the [OK] key.

   **NOTE**
   • If a custom box is protected by a password, enter the correct password.
   • Select [Menu] to perform the following operations.
     - [Sort]: Sort the boxes.
     - [Search(No.)]: Search using the box number.

2 Move the documents.
   1 Select the document you want to move, and select [Select].

   A checkmark will be placed on the right of the selected file.

   Checkmarks will be placed on the right of the all files when [All Files] is selected.

   When all files in the Custom Box are checked, all checkmarked files are deselected.

   Select the checkmarked file and select [Select] again to cancel the selection.

   **NOTE**
   Select [Menu] to perform the following operations.
   • [Search(Name)]: Search using a file name.
   • [Box Detail/Edit]: Show and edit box details.
     ➤ To edit (page 5-7)
   • [File Detail]: Display the details for the selected file.
   • [Delete]: Delete the document.
     ➤ To delete (page 5-7)

2 [OK] key > [▲] [▼] key > [Move] > [OK] key

3 Select the destination box, and the [OK] key.

The selected document is moved.

   **NOTE**
   If the box to which the document is to be moved is protected by a password, enter the correct password.

5-9
Deleting Documents

The procedure for deleting documents in a custom box is explained below.

1 Display the screen.

1 Select the [Document Box] key.

   NOTE
   If the default screen of the box is set to a Job Box, display the Custom Box screen.
   [Document Box] key > [Back] key > [▲] [▼] key > [Custom Box] > [OK] key

2 Select the box containing the document you want to delete, and select the [OK] key.

   NOTE
   • If a custom box is protected by a password, enter the correct password.
   • Select [Menu] to perform the following operations.
     - [Sort]: Sort the boxes.
     - [Search(No.)]: Search using the box number.

2 Delete the document.

1 Select the document you want to delete, and select [Select].

   A checkmark will be placed on the right of the selected file.
   Checkmarks will be placed on the right of the all files when [All Files] is selected.
   When all files in the Custom Box are checked, all checkmarked files are deselected.
   Select the checkmarked file and select [Select] again to cancel the selection.

   NOTE
   Select [Menu] to perform the following operations.
   • [Search(No.)]: Search using a file name.
   • [Box Detail/Edit]: Show and edit box details.
   • [File Detail]: Display the details for the selected file.
   • [Delete]: Delete the document.

2 [OK] key > [▲] [▼] key > [Delete] > [OK] key > [Yes]
Printing Documents Stored in Removable USB Drive

Plugging USB drive directly into the machine enables you to quickly and easily print the files stored in the USB drive without having to use a computer.

The following file types can be printed:
- PDF file (Version 1.7 or older)
- TIFF file (TIFF V6/TTN2 format)
- JPEG file
- XPS file
- OpenXPS file
- Encrypted PDF file

- PDF files you wish to print should have an extension (.pdf).
- Files to be printed should be saved no further down than the top 3 folder levels, including the root folder.
- Plug the USB drive directly into the USB Drive Slot.

1 **Plug the USB drive.**

Plug the USB drive into the USB Drive Slot.

2 **Print the document.**

1 [▲] [▼] key > [Print File] > [OK] key

2 Select the folder containing the file to be printed, and select the [OK] key.

The machine will display documents in the top 3 folder levels, including the root folder.

3 Select the document, and select the [OK] key.

**NOTE**

If the USB drive screen does not appear, display the screen for USB drive.

[Menu] key > [▲] [▼] key > [USB Drive] > [OK] key

**NOTE**

- 1,000 documents can be displayed.
- To return to a higher level folder, select the [Back] key.

**NOTE**

Select [Detail] to show the details of the selected folder or document.
4 Change the number of copies, duplex printing, etc. as desired.
   For the features that can be selected, refer to the following:
   ➤ USB Drive (Printing Documents) (page 6-3)

5 Select the [OK] key.
   Printing of the selected file begins.
Removing USB Drive

Follow the steps below to remove the USB drive.

**IMPORTANT**
Be sure to follow the proper procedure to avoid damaging the data or USB drive.

1. **Display the screen.**
   - [Menu] key > [▲][▼] key > [USB Drive] > [OK] key

2. **Select [Remove USB Drive].**
   - [▲][▼] key > [Remove USB Drive] > [OK] key

3. **Remove the USB drive.**
6 Using Various Functions

This chapter explains the following topics:

Functions Available on the Machine ................................................................. 6-2
  Custom Box (Printing) .............................................................................. 6-2
  USB Drive (Printing Documents) ............................................................... 6-3

Functions ................................................................. ............................................................................... 6-4
  EcoPrint .................................................................................. 6-4
  Duplex .................................................................................. 6-4
  Job Finish Notice ........................................................................ 6-4
  File Name Entry ........................................................................ 6-5
  Quiet Mode .................................................................................. 6-5
  Del. after Print (Delete after Printed) ...................................................... 6-5
  Encrypted PDF ........................................................................ 6-5
  TIFF/JPEG Size ........................................................................ 6-6
  XPS FitTo Page ........................................................................ 6-6
Functions Available on the Machine

Custom Box (Printing)

For details on each function, see the table below.

<table>
<thead>
<tr>
<th>Functions</th>
<th>Description</th>
<th>Reference page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiet Mode</td>
<td>Lower print speed for quiet processing.</td>
<td>page 6-5</td>
</tr>
<tr>
<td>Duplex</td>
<td>Print a document on both sides of the paper.</td>
<td>page 6-4</td>
</tr>
<tr>
<td>EcoPrint</td>
<td>EcoPrint saves toner when printing.</td>
<td>page 6-4</td>
</tr>
<tr>
<td>File Name Entry</td>
<td>Adds a file name.</td>
<td>page 6-5</td>
</tr>
<tr>
<td>Job Finish Notice</td>
<td>Sends E-mail notice when a job is complete.</td>
<td>page 6-4</td>
</tr>
<tr>
<td>Del. after Print</td>
<td>Automatically deletes a document from the box once printing is complete.</td>
<td>page 6-5</td>
</tr>
</tbody>
</table>
## USB Drive (Printing Documents)

For details on each function, see the table below.

<table>
<thead>
<tr>
<th>Function key</th>
<th>Description</th>
<th>Reference page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiet Mode</td>
<td>Lower print speed for quiet processing.</td>
<td>page 6-5</td>
</tr>
<tr>
<td>Duplex</td>
<td>Print a document on both sides of the paper.</td>
<td>page 6-4</td>
</tr>
<tr>
<td>EcoPrint</td>
<td>EcoPrint saves toner when printing.</td>
<td>page 6-4</td>
</tr>
<tr>
<td>File Name Entry</td>
<td>Adds a file name.</td>
<td>page 6-5</td>
</tr>
<tr>
<td>JobFinish Notice</td>
<td>Sends E-mail notice when a job is complete.</td>
<td>page 6-4</td>
</tr>
<tr>
<td>Encrypted PDF</td>
<td>Enter the preassigned password to print the PDF data.</td>
<td>page 6-5</td>
</tr>
<tr>
<td>TIFF/JPEG Size</td>
<td>Select the image size when printing JPEG or TIFF files.</td>
<td>page 6-6</td>
</tr>
<tr>
<td>XPS FitTo Page</td>
<td>Reduces or enlarges the image size to fit to the selected paper size when printing XPS file.</td>
<td>page 6-6</td>
</tr>
</tbody>
</table>
Functions

EcoPrint
EcoPrint saves toner when printing.
Use this function for test prints or any other occasion when high quality print is not required.
(Value: Off / On)

Duplex
Print a document on both sides of the paper.
The following modes are available.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Off</td>
<td>Disables the function.</td>
</tr>
<tr>
<td>Bind Long Edge</td>
<td>Prints the reverse side of a document in the same orientation as the front side.</td>
</tr>
<tr>
<td>Bind Short Edge</td>
<td>Prints the reverse side of a document rotated 180° with respect to the front side. When the printed pages are bound at the top, the reverse side will be in the same orientation as the front side when the pages are turned.</td>
</tr>
</tbody>
</table>

Job Finish Notice
Sends E-mail notice when a job is complete.
Users can be notified of the completion of a job while working at a remote desk, saving the time spent waiting beside the machine to finish.

NOTE
PC should be configured in advance so that E-mail can be used.
Command Center RX (page 2-39)
E-mail can be sent to a single destination.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Off</td>
<td>Disables the function.</td>
</tr>
<tr>
<td>Job Finished Only</td>
<td>Enter E-mail address directly. Enter the address (up to 256 characters) and select the [OK] key.</td>
</tr>
<tr>
<td>Job Finished + Job Interrupted</td>
<td></td>
</tr>
</tbody>
</table>
**File Name Entry**

Adds a file name.

Additional information such as job number and date and time can also be set. You can check a job history or job status using the file name, date and time, or job number specified here.

To add date and time, select [Date] and the [OK] key. To add job number, select [Job No.] and the [OK] key. To add both, select [Job No. + Date] or [Date + Job No.] and the [OK] key.

**Quiet Mode**

Lower print speed for quiet processing.

Select this mode when the running noise is uncomfortable.

It is possible to set the use of Quiet Mode for each function.

(Value: [Off] / [On])

---

**NOTE**

- The processing speed will be slower than normal when in Quiet Mode.
- This cannot be used when [Prohibit] is set for "Each Job".

⇒ Each Job (page 8-38)

**Del. after Print (Delete after Printed)**

Automatically deletes a document from the box once printing is complete.

(Value: [Off] / [On])

**Encrypted PDF**

Enter the preassigned password to print the PDF data.

Enter the Password, and select [OK].

---

**NOTE**

For details on entering the password, refer to the following:

⇒ Character Entry Method (page 11-9)
**TIFF/JPEG Size**

Select the image size when printing JPEG or TIFF files.


<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper Size</td>
<td>Fits the image size to the selected paper size.</td>
</tr>
<tr>
<td>Image Resolution</td>
<td>Prints at resolution of the actual image.</td>
</tr>
<tr>
<td>Print Resolution</td>
<td>Fits the image size to the print resolution.</td>
</tr>
</tbody>
</table>

**XPS FitTo Page**

Reduces or enlarges the image size to fit to the selected paper size when printing XPS file.

*(Value: [Off] / [On])*
This chapter explains the following topics:

- Checking Job Status ................................................................. 7-2
- Checking Job History ........................................................................ 7-3
- Sending the Log History ......................................................... 7-4
- Device/Communication .............................................................. 7-5
- Checking the Remaining Amount of Toner and Paper (Paper/Supplies) .............................................. 7-6
Checking Job Status

Check the status of jobs being processed or waiting to be printed.

Displaying Status Screens

1. **Display the screen.**
   
   While the machine is printing or awaiting printing, select [Status] > [▲] [▼] key > [Job Status] > [OK] key.

2. **Select the job you want to check.**

   Select the job you want to check, and [OK] key or [Detail].

   <NOTE>
   You can show the job statuses of all users, or only the statuses of your own jobs.
   
   ➤ **Disp. Status/Log (page 8-34)**
   This setting can also be changed from Command Center RX.
   
   ➤ **Command Center RX User Guide**

3. **Check the status.**

   Select the [►] key to view the next screen. Select the [◄] key to return to the previous screen.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Name</td>
<td>When the job name in Job Name is displayed in a short form, select [Detail] to see the complete job name. Select the [OK] key to return to the previous screen.</td>
</tr>
</tbody>
</table>
   | Status     | Status of job
   | [Processing]: The status before starting to print. |
   | [Pause]: Pausing print job or error |
   | [Canceling]: Canceling the job |
   | [Waiting]: Waiting Printing |
   | [-----]: The job is finished. |
   | Job Type   | [Printer]: Printer job |
   | [Report]: Report/List |
   | [USB]: Data from USB drive |
   | [Box]: Job from Document Box |
   | Accepted Time | Accepted Time of job |
   | User Name  | User Name for the executed job
   | If user login administration is disabled, [----] appears. |
   | Printed Pages | • Number of pages printed |
   | | • Number of copies printed / Total number of copies to be printed |
Checking Job History

Check the history of completed jobs.

NOTE
Job history is also available by Command Center RX or KYOCERA Net Viewer from the computer.

Command Center RX User Guide
KYOCERA Net Viewer User Guide

Displaying Job History Screen

1  **Display the screen.**

   1  While the machine is printing or awaiting printing, select [Status].
   2  [▲] [▼] key > [Job Status] > [OK] key

2  **Select the job you want to check.**

   Select the job you want to check, and the [OK] key or [Detail].
   A job result icon is displayed on the extreme right of each job.
   - **OK:** The job has been completed.
   - **⚠:** An error has occurred.
   - **🚫:** The job has been canceled.

   NOTE
   You can show the job log of all users, or only your own job log.

   Disp. Status/Log (page 8-34)

   This setting can also be changed from Command Center RX.
   Command Center RX User Guide

3  **Check the job history.**

   Select the [►] key to view the next screen. Select the [◄] key to return to the previous screen.
Sending the Log History

You can send the log history by E-mail. You can either send it manually as needed or have it sent automatically whenever a set number of jobs is reached.

➤ Send History (page 8-5)
Device/Communication

Configure the devices/lines installed or connected to this machine or check their status.

1 Display the screen.
Select [Status], while the machine is printing or awaiting printing.

2 Check the status.
Select the items you want to check. Then, select the [OK] key to show the status of the selected device.

The items you can check are described below.

The status of the Remote Operation Status is displayed.

"Keyboard"
The status of the optional USB Keyboard and Bluetooth Keyboard are displayed.

"Network"
The network connection status appears.

"Wi-Fi"
- This function is displayed when the wireless network function is available on the machine.
- The Wi-Fi connection status and network name (SSID) of the machine appear.

"Wi-Fi Direct"
This function is displayed when the wireless network function is available on the machine.
- Select [▲] [▼] key > [PushButton Setup] > [OK] key, and execute the push button of the device you want to connect to start the connection to the machine.
- Select [▲] [▼] key > [Detail Info] > [OK] key, information on the device that is connected by Wi-Fi Direct appears.
- Select [▲] [▼] key > [ConnectionStatus] > [OK] key > [Menu] > [▲] [▼] key > [ConnectedDevices] > [OK] key to display the list of connected devices.
- Select [▲] [▼] key > [ConnectionStatus] > [OK] key > [Menu] > [▲] [▼] key > [DisconnectAll] > [OK] key to disconnect all devices.

"Option Network"
The connection status of the optional Network Interface Kit or Wireless Network Interface Kit is displayed.
Checking the Remaining Amount of Toner and Paper (Paper/Supplies)

Check the remaining amount of toner, and paper on the message display.

1. **Display the screen.**
   To check the toner status, select [Toner] while the machine is awaiting printing.
   If you select [Paper], you will return to the paper status screen.

2. **Check the status.**
   The items you can check are described below.
   "Toner Status"
   The amount of toner remaining is shown in levels.
   "Paper Status"
   You can check the paper size and amount of paper remaining in the paper source. The amount of paper remaining is shown in levels.
8 Setup and Registration
(System Menu)

This chapter explains the following topics:

- System Menu ................................................................. 8-2
- Menu Settings ...................................................................... 8-3
- Report .............................................................................. 8-4
- Paper Settings ...................................................................... 8-6
- Print Settings ...................................................................... 8-10
- Network ............................................................................. 8-13
- Optional Network ............................................................... 8-27
- Device Common ................................................................. 8-30
- Security ............................................................................. 8-36
- User/Job Account ................................................................. 8-38
- Adjust/Maint. ................................................................. 8-38
- Op Functions ................................................................. 8-39
- Software ............................................................................. 8-39
System Menu

Configure settings related to overall machine operation.

Select the [Menu] key to show the settings on the message display. Then, select from the settings displayed.

➤ Operation Method (page 2-11)

NOTE

• In order to change settings that require administrator privileges, you must log in with administrator privileges. The factory default login user name and login password are set as shown below.

  | Login User Name: | 6000 |
  | Login Password: | 6000 |

• If function default settings have been changed, the [Reset] key can be selected in each function screen to immediately change the settings.

Refer to Menu Settings on the following page and configure as needed.
## Menu Settings

This section explains the functions that can be configured in Menu. To configure the settings, select the item in System Menu and select the setting item. For details on each function, see the table below.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report Print</td>
<td>Configure settings for printing reports and histories.</td>
<td>page 8-4</td>
</tr>
<tr>
<td>Job Log History</td>
<td></td>
<td>page 8-5</td>
</tr>
<tr>
<td>Counter</td>
<td>This counts the number of pages printed.</td>
<td>page 2-37</td>
</tr>
<tr>
<td>Paper Settings</td>
<td>Configure settings for paper.</td>
<td>page 8-6</td>
</tr>
<tr>
<td>Print Settings</td>
<td>Configure settings for printing.</td>
<td>page 8-10</td>
</tr>
<tr>
<td>Network</td>
<td>Configures network settings.</td>
<td>page 8-13</td>
</tr>
<tr>
<td>Primary Network</td>
<td>Specify the network to be used for the send function, the network</td>
<td>page 8-13</td>
</tr>
<tr>
<td>Optional Network</td>
<td>Configure settings for the optional Network Interface Kit or Wireless</td>
<td>page 8-27</td>
</tr>
<tr>
<td>Language</td>
<td>Select the language displayed on the message display.</td>
<td>page 8-30</td>
</tr>
<tr>
<td>Def. Screen(Box)</td>
<td>Select the screen to be displayed when [Document Box] key is selected.</td>
<td>page 8-30</td>
</tr>
<tr>
<td>Date Setting</td>
<td>Configure settings related to the date and time.</td>
<td>page 8-30</td>
</tr>
<tr>
<td>Buzzer</td>
<td>Set options for buzzer sound during the machine operations.</td>
<td>page 8-31</td>
</tr>
<tr>
<td>RAM Disk Setting</td>
<td>A RAM disk can be created and its size can be set.</td>
<td>page 8-31</td>
</tr>
<tr>
<td>Format SSD</td>
<td>Format an optional SSD.</td>
<td>page 8-31</td>
</tr>
<tr>
<td>Format SD Card</td>
<td>Format an optional SD/SDHC memory card.</td>
<td>page 8-32</td>
</tr>
<tr>
<td>Display Bright.</td>
<td>Set the brightness of the message display.</td>
<td>page 8-32</td>
</tr>
<tr>
<td>Disp. Backlight</td>
<td>Set the backlight of the message display.</td>
<td>page 8-32</td>
</tr>
<tr>
<td>Error Handling</td>
<td>Select whether to cancel or continue the job when error has occurred.</td>
<td>page 8-32</td>
</tr>
<tr>
<td>Timer Setting</td>
<td>Configure settings related to the time.</td>
<td>page 8-33</td>
</tr>
<tr>
<td>Disp. Status/Log</td>
<td>Set the display method of the Status/Log.</td>
<td>page 8-34</td>
</tr>
<tr>
<td>KeyboardType</td>
<td>Select the type of keyboard that you want to use.</td>
<td>page 8-35</td>
</tr>
<tr>
<td>Bluetooth Set.</td>
<td>Set the Bluetooth keyboard.</td>
<td>page 8-35</td>
</tr>
<tr>
<td>Low Toner Alert</td>
<td>Set the amount of remaining toner to notify the administrator when to order a toner when the toner is running low.</td>
<td>page 8-35</td>
</tr>
<tr>
<td>Security</td>
<td>The security functions can be set up to protect printer operation and the print data.</td>
<td>page 8-36</td>
</tr>
<tr>
<td>I/F Block Set.</td>
<td>This allows you to protect this machine by blocking the interface with external devices such as USB hosts or optional interfaces.</td>
<td>page 8-36</td>
</tr>
<tr>
<td>Security Level</td>
<td>The Security Level setting is primarily a menu option used by service personnel for maintenance work. There is no need for customers to use this menu.</td>
<td>—</td>
</tr>
<tr>
<td>Data Security</td>
<td>Configure settings for data stored in the optional SSD and machine's memory.</td>
<td>page 8-37</td>
</tr>
<tr>
<td>User/J Job Account</td>
<td>Configures settings related to machine management.</td>
<td>—</td>
</tr>
</tbody>
</table>

User Login:  
- Overview of User Login Administration (page 9-2)  
Job Accounting:  
- Overview of Job Accounting (page 9-14)
Report

Print reports to check the machine settings and status.
Default settings for printing the result reports can also be configured.

Report Print

[Menu] key > [▲] [▼] key > [Report] > [OK] key > [▲] [▼] key > [Report Print] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Menu Map</td>
<td>Prints Menu Map to check the settings of the machine.</td>
<td>page 8-38</td>
</tr>
<tr>
<td>Config. List</td>
<td>Prints the list of settings of the system menu. The settings of this machine can be checked.</td>
<td>page 8-39</td>
</tr>
<tr>
<td>Status Page</td>
<td>Prints the status page, allowing you to check the information including current settings, available memory space, and optional equipment installed.</td>
<td>page 8-39</td>
</tr>
</tbody>
</table>
## Job Log History

**[Menu] key > [▲] [▼] key > [Report] > [OK] key > [▲] [▼] key > [Job Log History] > [OK] key**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Auto Sending</strong></td>
<td>This function automatically sends the log history to the specified destinations whenever a set number of jobs has been logged.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td><strong>Off/On</strong>: Off, On, <strong>Jobs</strong>: Set the number of jobs at which the job history is automatically sent. The setting range is 1 to 100. This setting is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td><strong>Send History</strong></td>
<td>You can also send the log history to the specified destinations manually.</td>
</tr>
<tr>
<td><strong>Destination</strong></td>
<td>Set and check the destination to which log histories are sent.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td><strong>Confirmation</strong>: Check the destination to which log histories are sent. <strong>Address Entry</strong>: Set the destination to which log histories are sent. Only E-mail address can be set.</td>
</tr>
<tr>
<td><strong>Subject</strong></td>
<td>Set the subject automatically entered when sending log histories by E-mail.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td><strong>Subject</strong>: Up to 60 characters</td>
</tr>
<tr>
<td><strong>Personal Info.</strong></td>
<td>Select whether to include personal information in the job log.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td><strong>Value</strong>: Include, Exclude</td>
</tr>
</tbody>
</table>

### RAM File List
- You can print a list of the files in the RAM disk.
- **NOTE**
  - This setting is displayed when [RAM Disk Mode] is set to [On].

### SSD File List
- You can print a list of the files in the SSD.
- **NOTE**
  - Displayed when the optional SSD is installed.

### SD Card File List
- You can print a list of the files in the SD Card.
- **NOTE**
  - Displayed when the optional SD Card is installed.

### DataSanitization
- You can print a Data Sanitization Report.
Paper Settings

[Menu] key > [▲] [▼] key > [Paper Settings] > [OK] key

Configure settings for paper.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MP Tray Set.</strong></td>
<td>Select the paper size and media type for the multi purpose tray.</td>
</tr>
<tr>
<td><strong>Bulk Feeder Set.</strong></td>
<td>Select the paper size and media type for the bulk feeder.</td>
</tr>
<tr>
<td><strong>Cassette 1 (to 5) Set.</strong></td>
<td>Select the paper size and media type for cassettes 1 to 5.</td>
</tr>
<tr>
<td><strong>Media Type Set.</strong></td>
<td>Select weight for each media type.</td>
</tr>
<tr>
<td><strong>Reset Type Adj.</strong></td>
<td>Resets the attribute settings of all media types set in &quot;Media Type Set&quot;.</td>
</tr>
<tr>
<td><strong>Paper Setup Msg</strong></td>
<td>Set whether to display the confirmation screen for the paper setting when a new paper is set for each cassette. Value: Off, On</td>
</tr>
</tbody>
</table>

**MP Tray Set.**

[Menu] key > [▲] [▼] key > [Paper Settings] > [OK] key > [▲] [▼] key > [MP Tray Set.] > [OK] key

Select paper size and media type for the multi purpose tray.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paper Size</strong></td>
<td>Available options are as follows:</td>
</tr>
<tr>
<td><strong>Media Type</strong></td>
<td>Select the media type.</td>
</tr>
</tbody>
</table>

*1 To change to a media type other than "Plain". Media Type Setting (page 8-9)
Bulk Feeder Set.

[Menu] key > [▲] [▼] key > [Paper Settings] > [OK] key > [▲] [▼] key > [Bulk Feeder Set.] > [OK] key

Select paper size and media type for Bulk Feeder.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper Size</td>
<td>Available options are as follows:</td>
</tr>
<tr>
<td></td>
<td>Values</td>
</tr>
<tr>
<td></td>
<td>Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, A4, B5, A5, A6, A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, 16K, Statement, Youkei 2, Youkei 4</td>
</tr>
<tr>
<td>Media Type*1</td>
<td>Select the media type.</td>
</tr>
<tr>
<td></td>
<td>Values</td>
</tr>
<tr>
<td></td>
<td>Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, CUSTOM 1 - 8</td>
</tr>
</tbody>
</table>

*1 To change to a media type other than "Plain".

Media Type (page 8-9)

When a paper weight that cannot be loaded in the cassette is set for a media type, that media type does not appear.
Cassette 1 (to 5) Set.

Select paper size and media type for Cassettes 1 to 5.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Media Type</strong></td>
<td>Select the media type.</td>
</tr>
<tr>
<td><strong>Other Paper Size</strong></td>
<td>Available options are as follows:</td>
</tr>
<tr>
<td><strong>Custom PaperSize</strong></td>
<td>Register the custom paper size to be used in Cassettes 1 to 5.</td>
</tr>
</tbody>
</table>

*1 To change to a media type other than "Plain".

Media Type Setting (page 8-9)

When a paper weight that cannot be loaded in the cassette is set for a media type, that media type does not appear.

*2 Inch models only.

*3 Appears when [Custom] is selected in Other Paper Size.
Media Type Setting

The following media type and paper weight combinations are available.

<table>
<thead>
<tr>
<th>Paper Weight</th>
<th>Weight (g/m²)</th>
<th>Paper Weight</th>
<th>Weight (g/m²)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Light</td>
<td>52 g/m² to 59 g/m²</td>
<td>Heavy 1</td>
<td>106 g/m² to 135 g/m²</td>
</tr>
<tr>
<td>Normal 1</td>
<td>60 g/m² to 74 g/m²</td>
<td>Heavy 2</td>
<td>136 g/m² to 163 g/m²</td>
</tr>
<tr>
<td>Normal 2</td>
<td>75 g/m² to 90 g/m²</td>
<td>Heavy 3</td>
<td>164 g/m² to 220 g/m²</td>
</tr>
<tr>
<td>Normal 3</td>
<td>91 g/m² to 105 g/m²</td>
<td>Extra Heavy</td>
<td>Transparencies</td>
</tr>
</tbody>
</table>

Each media type's default weight is indicated.

<table>
<thead>
<tr>
<th>Media Type</th>
<th>Default</th>
<th>Media Type</th>
<th>Default</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plain</td>
<td>Normal 2</td>
<td>Cardstock</td>
<td>Heavy 3</td>
</tr>
<tr>
<td>Transparency</td>
<td>Extra Heavy</td>
<td>Color</td>
<td>Normal 2</td>
</tr>
<tr>
<td>Rough</td>
<td>Normal 2</td>
<td>Prepunched</td>
<td>Normal 2</td>
</tr>
<tr>
<td>Vellum</td>
<td>Light</td>
<td>Letterhead</td>
<td>Normal 2</td>
</tr>
<tr>
<td>Labels</td>
<td>Heavy 1</td>
<td>Envelop*1</td>
<td>Heavy 3</td>
</tr>
<tr>
<td>Recycled</td>
<td>Normal 2</td>
<td>Thick</td>
<td>Heavy 3</td>
</tr>
<tr>
<td>Preprinted</td>
<td>Normal 2</td>
<td>High Quality</td>
<td>Normal 2</td>
</tr>
<tr>
<td>Bond</td>
<td>Normal 3</td>
<td>Custom 1 - 8</td>
<td>Normal 2</td>
</tr>
</tbody>
</table>

*1 The processing speed will be slower than normal.

For Custom 1-8, settings for duplex printing and media type name can be changed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duplex</td>
<td>Duplex printing allowed.</td>
</tr>
<tr>
<td></td>
<td>Duplex printing not allowed.</td>
</tr>
<tr>
<td>Name Entry</td>
<td>Change names for Custom 1-8. Names should be not more than 16 characters.</td>
</tr>
<tr>
<td></td>
<td>Selecting media type at multi purpose tray, the name after change will be</td>
</tr>
<tr>
<td></td>
<td>displayed.</td>
</tr>
</tbody>
</table>

* [Character Entry Method (page 11-9)]
# Print Settings

Configure settings for printing.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paper Source</strong></td>
<td>Select the default paper source from Cassette 1-5 and multi purpose tray. <strong>Values:</strong> MP Tray, Cassette 1 to 5</td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>[Cassette 2] to [Cassette 5] are shown when the optional paper feeder is installed.</td>
</tr>
<tr>
<td><strong>Auto Cass.Change</strong></td>
<td>Select the following actions when the paper runs out in the paper source while printing.  <strong>Values:</strong> Off, On</td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>When selecting [Off], the machine displays &quot;Add the following paper in cassette &quot;. (# is a cassette number), or &quot;Load paper in MP tray.&quot; and stops printing.</td>
</tr>
<tr>
<td></td>
<td>Load the paper according to the paper source displayed to resume printing.  To print from the other paper cassette, select [Alt.]. Select the desired paper source, and then select the [OK] key.</td>
</tr>
<tr>
<td></td>
<td>When selecting [On], the machine continues printing automatically when the other cassette contains the same paper as the currently-used cassette.</td>
</tr>
<tr>
<td><strong>MP Tray Priority</strong></td>
<td>If paper is set in the MP Tray then it is possible for priority to be given to that MP tray in the paper feed.  <strong>Values</strong></td>
</tr>
<tr>
<td></td>
<td>Off: The printer driver settings are followed.  Auto Feed: If Auto is selected in the printer driver and there is paper in the MP tray then the paper feed will be from the MP tray.</td>
</tr>
<tr>
<td></td>
<td>Always: If there is paper in the MP tray then the paper feed will be from the MP tray regardless of what is set in the printer driver.</td>
</tr>
<tr>
<td><strong>Paper Feed Mode</strong></td>
<td>While printing from the computer, select how to feed paper when the paper source and type are specified.  <strong>Values</strong></td>
</tr>
<tr>
<td></td>
<td>Auto: Search the paper source that matches the selected paper size and type.  Fixed: Print on paper loaded in the specified paper source.</td>
</tr>
<tr>
<td><strong>Duplex</strong></td>
<td>Select binding orientation for duplex mode.  <strong>Values:</strong> Off, Bind Long Edge, Bind Short Edge</td>
</tr>
<tr>
<td><strong>Paper Output</strong></td>
<td>Select either the inner tray or the optional Rear Tray for the output stack.  <strong>Values:</strong> TopTray FaceDown, RearTray FaceUp</td>
</tr>
<tr>
<td><strong>Override A4/LTR</strong></td>
<td>Select whether to treat A4 size and Letter, which are similar in size, as the same size when printing.  <strong>Values</strong></td>
</tr>
<tr>
<td></td>
<td>Off: A4 and Letter are not regarded as the same in size.  On: A4 and Letter are regarded as the same in size. The machine will use whichever size is in the paper source.</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Emulation Set.</td>
<td>—</td>
</tr>
<tr>
<td><strong>Emulation</strong></td>
<td>Select the emulation for operating this machine by commands oriented to other types of printers. <strong>Values:</strong> PCL6, IBM Proprinter, EPSON LQ-850, Line Printer, KPDL, KPDL(Auto)</td>
</tr>
<tr>
<td>KPDL Error Rpt.</td>
<td>When you have selected [KPDL] or [KPDL (Auto)], set “KPDL Error Report”. <strong>Values:</strong> Off, On</td>
</tr>
<tr>
<td>Alt. Emulation</td>
<td>When you have selected [KPDL (Auto)] as emulation mode, you can switch between KPDL and another emulation mode (alternative emulation) automatically according to the data to print. <strong>Values:</strong> PCL6, IBM Proprinter, EPSON LQ-850, Line Printer</td>
</tr>
<tr>
<td>Font</td>
<td>You can select the default font. The default font can be one of the internal fonts or a font that is downloaded to the printer memory or stored on SD card, or SSD. In this menu, you can also set the type and pitch for Courier and Letter Gothic.</td>
</tr>
<tr>
<td><strong>Font Type</strong></td>
<td>Set the font type. <strong>Values:</strong> Internal, Option</td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>[Option] is displayed when the optional SD card or SSD is installed.</td>
</tr>
<tr>
<td>Font ID</td>
<td>Set the font ID.</td>
</tr>
<tr>
<td><strong>Courier</strong></td>
<td>Courier font thickness can be set. <strong>Values:</strong> Regular, Dark</td>
</tr>
<tr>
<td><strong>Letter Gothic</strong></td>
<td>Letter Gothic font thickness can be set. <strong>Values:</strong> Regular, Dark</td>
</tr>
<tr>
<td><strong>Size</strong></td>
<td>You can change the size of the default font. <strong>Values:</strong> 4.00 to 999.75 characters per inch (in 0.25-point increments)</td>
</tr>
<tr>
<td><strong>Pitch</strong></td>
<td>You can set the character pitch for fixed fonts. <strong>Values:</strong> 0.44 to 99.99 characters per inch (in 0.01 character-per-inch increments)</td>
</tr>
<tr>
<td><strong>Code Set</strong></td>
<td>You can change the character code set. Available character code sets vary depending on the current font.</td>
</tr>
</tbody>
</table>
### Print Quality

Set the Print Quality.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>KIR</strong></td>
<td>The machine is equipped with the smoothing function, which realizes an excellent printing of about 9600 dpi (600 dpi × 15 gradation) × 600 dpi.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Off, On</td>
</tr>
<tr>
<td><strong>EcoPrint</strong></td>
<td>EcoPrint conserves toner when printing. This is recommended for test copies where faded printing is not a problem.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Off, On</td>
</tr>
<tr>
<td><strong>EcoPrint SaveLvl</strong></td>
<td>Select the default EcoPrint SaveLvl.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>1 (Lower), 2, 3, 4, 5 (Higher)</td>
</tr>
</tbody>
</table>

### Print Resolution

Set the resolution used for printing.

| Value        | Fine1200, Fast1200, 600dpi, 300dpi |

**NOTE**

Settings that are received from the printer driver have priority over the operation panel settings.

### Print Density

Adjust print density. Adjustment can be made in 5 levels.

| Value        | 1 Lighter, 2 to 4, 5 Darker |

### Page Setting

You can set print preferences such as the number of pages and print orientation.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Copies</strong></td>
<td>Set the default number of copies, from 1 to 999.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>1 to 999 copies</td>
</tr>
<tr>
<td><strong>Orientation</strong></td>
<td>You can select portrait (upright) or landscape (sideways) page orientation.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Portrait, Landscape</td>
</tr>
<tr>
<td><strong>LF Action</strong></td>
<td>Set the line feed action when the machine receives the line feed code (character code 0AH).</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>LF Only, LF and CR, Ignore LF</td>
</tr>
<tr>
<td><strong>CR Action</strong></td>
<td>Set the character return action when the machine receives the character return code (character code 0DH).</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>CR Only, LF and CR, Ignore CR</td>
</tr>
<tr>
<td><strong>Wide A4</strong></td>
<td>Turn this on to increase the maximum number of characters that can be printed in a line for an A4 page (78 characters at 10 pitch) and Letter size page (80 characters at 10 pitch). This setting is only effective in PCL 6 emulation.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Off, On</td>
</tr>
<tr>
<td><strong>XPS FitTo Page</strong></td>
<td>Set the default value for the XPS fit to page function.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Off, On</td>
</tr>
<tr>
<td><strong>TIFF/JPEG Size</strong></td>
<td>Select the image size (resolution) when printing JPEG or TIFF file.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>Paper Size, Image Resolution, Print Resolution</td>
</tr>
<tr>
<td><strong>File Name Entry</strong></td>
<td>Set an automatically entered name (default) for jobs. Additional information such as Date and Time and Job No. can also be set.</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>File Name: Up to 32 characters can be entered. Additional Info: None, Date, Job No., Job No. &amp; Date, Date &amp; Job No.</td>
</tr>
</tbody>
</table>
**Network**

Configures network settings.

### Host Name

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Host Name] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host Name</td>
<td>Check the host name of the machine. Host name can be changed from Command Center RX.</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when the optional Wireless Network Interface Kit is installed.</td>
</tr>
</tbody>
</table>

### Wi-Fi Direct Set

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wi-Fi Direct Set] > [OK] key

Set Wi-Fi Direct.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wi-Fi Direct</td>
<td>Select whether to use Wi-Fi Direct.</td>
</tr>
<tr>
<td></td>
<td><strong>Value</strong> Off, On</td>
</tr>
<tr>
<td>Device Name</td>
<td>Specify the device name.</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>• Up to 32 characters can be entered.</td>
</tr>
<tr>
<td></td>
<td>• This function is displayed when [Wi-Fi Direct] is set to [On].</td>
</tr>
<tr>
<td>IP Address</td>
<td>Check the IP address of the machine.</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Wi-Fi Direct] is set to [On].</td>
</tr>
</tbody>
</table>
Wi-Fi Settings

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wi-Fi Settings] > [OK] key

Set Wi-Fi.

**NOTE**
This function is displayed when the optional Wireless Network Interface Kit is installed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Disconnect</td>
<td>Automatically disconnect devices connected through Wi-Fi Direct.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Wi-Fi Direct] is set to [On].</td>
</tr>
<tr>
<td>Disconnect Timer</td>
<td>If you select [On] to Auto Disconnect, set the waiting time for automatic disconnection.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Day (00 to 99), Hour (00 to 23), Minute (00 to 59)</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Auto Disconnect] is set to [On].</td>
</tr>
</tbody>
</table>

**Wi-Fi Settings**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wi-Fi</td>
<td>Select whether to use Wi-Fi.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Setup</td>
<td>-</td>
</tr>
<tr>
<td>ConnectionStatus</td>
<td>Check the wireless LAN status.</td>
</tr>
<tr>
<td>Quick Setup</td>
<td>If the machine will connect to an access point that supports the automatic wireless network setup, connection settings can be configured by Quick Setup.</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>If you are connecting to an access point that has WEP enabled, select [WEP Key Index] and select the WEP key index.</td>
</tr>
<tr>
<td>AvailableNetwork</td>
<td>Displays access points to which the machine can connect.</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>• When [Reload] is selected, the list is reloaded.</td>
</tr>
<tr>
<td></td>
<td>• If the access point's security setting uses WEP, select [Menu] and set [WEP Key Index].</td>
</tr>
<tr>
<td>WEP Key Index</td>
<td>Select the key index of the access point.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> 0 to 3</td>
</tr>
<tr>
<td>Push Button</td>
<td>If the access point supports the push button method, wireless settings can be configured using the push button. This setting executes push button, and the connection is started by pressing the push button on the access point.</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>The push button method supports only the WPS.</td>
</tr>
<tr>
<td>PIN (Device)</td>
<td>Starts connection using the machine's PIN code. Enter the PIN code into the access point. The PIN code of the machine is automatically generated.</td>
</tr>
</tbody>
</table>
### Custom Setup
The detailed settings for wireless LAN can be changed.

### Network Name (SSID)
Set the SSID (Service Set Identifier) of the wireless LAN to which the machine connects.

**NOTE**
Up to 32 characters can be entered.

### Netwk Authentic.
Select network authentication type.
**Value:** Open, WPA2/WPA-PSK, WPA2-PSK, WPA2/WPA-EAP, WPA2-EAP

### Encryption
Select encryption method. The setting values vary depending on the Network Authentication setting.

<table>
<thead>
<tr>
<th>Network Authentication</th>
<th>Encryption</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open</td>
<td>Disable</td>
</tr>
<tr>
<td>WPA2/WPA-PSK</td>
<td>Data Encryption: AES, Auto</td>
</tr>
<tr>
<td></td>
<td>Preshared Key: Up to 64 characters</td>
</tr>
<tr>
<td>WPA2-PSK</td>
<td>Data Encryption: AES</td>
</tr>
<tr>
<td></td>
<td>Preshared Key: Up to 64 characters</td>
</tr>
<tr>
<td>WPA2/WPA-EAP</td>
<td>Data Encryption: AES, Auto</td>
</tr>
<tr>
<td>WPA2-EAP</td>
<td>Data Encryption: AES</td>
</tr>
</tbody>
</table>
### TCP/IP Settings

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCP/IP</td>
<td>Select whether to use TCP/IP Protocol.</td>
</tr>
<tr>
<td>Value:</td>
<td>Off, On</td>
</tr>
</tbody>
</table>

### IPv4 Setting

Set up TCP/IP (IPv4) to connect to the network. This setting is available when [TCP/IP] is set to [On].

| DHCP         | Select whether to use the DHCP (IPv4) server.    |
| Value:       | Off, On                                          |

| Auto-IP      | Select whether to use Auto-IP.                    |
| Value:       | Off, On                                          |

| IP Address   | Set the IP address.                              |
| Value:       | ###.###.###.###                                 |

**NOTE**
When DHCP is set to [On], this item is displayed only and cannot be entered.

| Subnet Mask  | Set the IP subnet mask.                          |
| Value:       | ###.###.###.###                                 |

**NOTE**
When DHCP is set to [On], this item is displayed only and cannot be entered.

| Default Gateway | Set the IP gateway address.                      |
| Value:          | ###.###.###.###                                 |

**NOTE**
When DHCP is set to [On], this item is displayed only and cannot be entered.

| DNS Server     | Set DNS server (IPv4).                           |
| Value:         | Auto (DHCP), Manual                              |

**NOTE**
When [Manual] is selected, you can enter static DNS server information in the Primary and Secondary fields provided.

---

**IMPORTANT**
After changing the setting, restart the network or turn the machine OFF and then ON.
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>IPv6 Setting</td>
<td>Set up TCP/IP (IPv6) to connect to the network. This setting is available when [TCP/IP] is [On].</td>
</tr>
<tr>
<td></td>
<td>Select whether to use IPv6.</td>
</tr>
<tr>
<td><strong>Value</strong>: Off, On</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>Selecting [On] displays IP address in [Link Local] after restarting the network.</td>
</tr>
<tr>
<td>Manual Settings</td>
<td>Manually specify the IP address, prefix length, and gateway address of TCP/IP (IPv6).</td>
</tr>
<tr>
<td><strong>Value</strong></td>
<td>IP Address: 128-bits address is expressed in eight groups consisting of four-digit hexadecimal digits. The groups are separated by colon (:).</td>
</tr>
<tr>
<td></td>
<td>Prefix Length: 0 to 128</td>
</tr>
<tr>
<td></td>
<td>Default Gateway: 128-bits address is expressed in eight groups consisting of four-digit hexadecimal digits. The groups are separated by colon (:).</td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>This function is displayed when [IPv6 Setting] is set to [On].</td>
</tr>
<tr>
<td></td>
<td>To enter &quot;Default Gateway&quot;, set [RA (Stateless)] to [Off].</td>
</tr>
<tr>
<td>RA(Stateless)</td>
<td>Select whether to use RA (Stateless).</td>
</tr>
<tr>
<td><strong>Value</strong>: Off, On</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>This function is displayed when [IPv6 Setting] is set to [On].</td>
</tr>
<tr>
<td></td>
<td>Selecting [On] displays IP address in [IP Address 1 (to 5)] after restarting the network.</td>
</tr>
<tr>
<td>DHCPv6 Settings</td>
<td>Select whether to use the DHCP (IPv6) server.</td>
</tr>
<tr>
<td><strong>Value</strong>: Off, On</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>This function is displayed when [IPv6 Setting] is set to [On].</td>
</tr>
<tr>
<td>DNS Server</td>
<td>Set DNS server (IPv6).</td>
</tr>
<tr>
<td><strong>Value</strong>: Auto (DHCP), Manual</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE</strong></td>
<td>When [Manual] is selected, you can enter static DNS server information in the Primary and Secondary fields provided.</td>
</tr>
<tr>
<td>Restart Network</td>
<td>Restarts the network.</td>
</tr>
</tbody>
</table>

**IMPORTANT**

After changing the setting, restart the network or turn the machine OFF and then ON.
Wired Netwk. Set

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Wired Netwk. Set] > [OK] key

Configure wired network settings.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCP/IP Settings</td>
<td>For details on setting value.</td>
</tr>
<tr>
<td></td>
<td>➤ TCP/IP Settings (page 8-16)</td>
</tr>
<tr>
<td>LAN Interface</td>
<td>Specify the settings for the LAN interface to be used.</td>
</tr>
<tr>
<td></td>
<td>➤ Value: Auto, 10BASE-Half, 10BASE-Full, 100BASE-Half, 100BASE-Full, 1000BASE-T</td>
</tr>
</tbody>
</table>

✔️ IMPORTANT
After changing the setting, restart the network or turn the machine OFF and then ON.

ProtocolSettings

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [ProtocolSettings] > [OK] key

Configure protocol settings.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonjour</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Select whether to use Bonjour.*1</td>
</tr>
<tr>
<td></td>
<td>➤ Value: Off, On</td>
</tr>
<tr>
<td>Available Net.</td>
<td></td>
</tr>
<tr>
<td>Wi-Fi Direct²</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td>➤ Value: Disable, Enable</td>
</tr>
<tr>
<td>Wi-Fi²</td>
<td></td>
</tr>
<tr>
<td>Wired Network</td>
<td></td>
</tr>
<tr>
<td></td>
<td>➤ NOTE</td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>IP Filter (IPv4)</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Select whether to communicate using IP Filter (IPv4).*¹</td>
</tr>
<tr>
<td></td>
<td>➤ Value: Off, On</td>
</tr>
<tr>
<td>IP Filter (IPv6)</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Select whether to communicate using IP Filter (IPv6).*¹</td>
</tr>
<tr>
<td></td>
<td>➤ Value: Off, On</td>
</tr>
<tr>
<td>IPSec</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Select whether to use IPSec.*¹</td>
</tr>
<tr>
<td></td>
<td>➤ Value: Off, On</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>NetBEUI Off/On</td>
<td>Select whether to receive documents using NetBEUI.¹</td>
</tr>
<tr>
<td>Available Net. Wi-Fi Direct²</td>
<td>Set whether to enable this function for each network. Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>SNMPv3 Off/On</td>
<td>Select whether to communicate using SNMPv3.¹</td>
</tr>
<tr>
<td>Available Net. Wi-Fi Direct²</td>
<td>Set whether to enable this function for each network. Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>FTP(Server) Off/On</td>
<td>Select whether to receive documents using FTP.¹</td>
</tr>
<tr>
<td>Available Net. Wi-Fi Direct²</td>
<td>Set whether to enable this function for each network. Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>SNMP Off/On</td>
<td>Select whether to communicate using SNMP.¹</td>
</tr>
<tr>
<td>Available Net. Wi-Fi Direct²</td>
<td>Set whether to enable this function for each network. Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>SMTP Off/On</td>
<td>Select whether to send E-mail using SMTP.</td>
</tr>
<tr>
<td>POP3 Off/On</td>
<td>Select whether to receive E-mail using POP3.</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>RAW Port</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Select whether to receive documents using RAW Port.</td>
</tr>
<tr>
<td></td>
<td>Value: Off, On</td>
</tr>
<tr>
<td>Available Net.</td>
<td></td>
</tr>
<tr>
<td>Wi-Fi Direct</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td>Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>LPD</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Select whether to receive documents using LPD.</td>
</tr>
<tr>
<td></td>
<td>Value: Off, On</td>
</tr>
<tr>
<td>Available Net.</td>
<td></td>
</tr>
<tr>
<td>Wi-Fi Direct</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td>Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>IPP</td>
<td></td>
</tr>
<tr>
<td>Off/On</td>
<td>Selects whether to receive documents using IPP.</td>
</tr>
<tr>
<td></td>
<td>Value: Off, On</td>
</tr>
<tr>
<td>Port Number</td>
<td>Specifies the port number used. The default port number is 631.</td>
</tr>
<tr>
<td></td>
<td>Value: 1 to 32767</td>
</tr>
<tr>
<td></td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>Available Net.</td>
<td></td>
</tr>
<tr>
<td>Wi-Fi Direct</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td>Value: Disable, Enable</td>
</tr>
<tr>
<td>Wired Network</td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
</tbody>
</table>
## Setup and Registration (System Menu) > System Menu

### IPP Over SSL

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Off/On  | Select whether to use IPP to receive documents secured by SSL. \(^1\), \(^3\)  
  **Value:** Off, On  
  **NOTE**  
  When selecting [On], it also requires a certificate for SSL. the default certificate is the self-certificate of the machine.  
  ➤ Command Center RX User Guide |

### Available Net.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Wi-Fi Direct\(^2\) | Set whether to enable this function for each network.  
  **Value:** Disable, Enable  
  **NOTE**  
  This function is displayed when [Off/On] is set to [On]. |
| Wi-Fi\(^2\)  |  
| Wired Network |  
|            |  

### HTTP

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Off/On  | Select whether to communicate using HTTP. \(^1\)  
  **Value:** Off, On  
  **Available Net.**  
  -  
  **Wi-Fi Direct\(^2\) | Set whether to enable this function for each network.  
  **Value:** Disable, Enable  
  **Wi-Fi\(^2\)  
| Wired Network |  
|            |  

### HTTPS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Off/On  | Select whether to communicate using HTTPS. \(^1\), \(^3\)  
  **Value:** Off, On  
  **Available Net.**  
  -  
  **Wi-Fi Direct\(^2\) | Set whether to enable this function for each network.  
  **Value:** Disable, Enable  
  **Wi-Fi\(^2\)  
| Wired Network |  
|            |  

### LDAP

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Off/On  | Select whether to use LDAP.  
  **Value:** Off, On  
  **Available Net.**  
  -  
  **Wi-Fi Direct\(^2\) | Set whether to enable this function for each network.  
  **Value:** Disable, Enable  
  **Wi-Fi\(^2\)  
| Wired Network |  
|            |  

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ThinPrint</td>
<td>Select whether to use ThinPrint.*1, *3</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Port Number</td>
<td>Specifies the port number used. The default port number is 4000.*1</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> 1 to 32767</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>ThinPrintOverSSL</td>
<td>To use the Thin Print over SSL protocol, set [Thin Print Over SSL] to [On].*1, *2</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>• This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td></td>
<td>• When selecting [On], it also requires a certificate for SSL. The default certificate is the self-certificate of the machine.</td>
</tr>
<tr>
<td></td>
<td><strong>Command Center RX User Guide</strong></td>
</tr>
<tr>
<td>Available Net.</td>
<td>-</td>
</tr>
<tr>
<td>Wi-Fi Direct*2</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Disable, Enable</td>
</tr>
<tr>
<td>Wi-Fi*2</td>
<td>-</td>
</tr>
<tr>
<td>Wired Network</td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>WSD-PRINT</td>
<td>-</td>
</tr>
<tr>
<td>Off/On</td>
<td>Set whether to use our proprietary web services.*1</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Available Net.</td>
<td>-</td>
</tr>
<tr>
<td>Wi-Fi Direct*2</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Disable, Enable</td>
</tr>
<tr>
<td>Wi-Fi*2</td>
<td>-</td>
</tr>
<tr>
<td>Wired Network</td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>Enhanced WSD</td>
<td>-</td>
</tr>
<tr>
<td>Off/On</td>
<td>Set whether to use our proprietary web services.*3</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Available Net.</td>
<td>-</td>
</tr>
<tr>
<td>Wi-Fi Direct*2</td>
<td>Set whether to enable this function for each network.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Disable, Enable</td>
</tr>
<tr>
<td>Wi-Fi*2</td>
<td>-</td>
</tr>
<tr>
<td>Wired Network</td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>EnhancedWSD(SSL)</td>
<td>-</td>
</tr>
</tbody>
</table>
| Off/On               | Set whether to use our proprietary web services over SSL.\(^1,^3\)  
Value: Off, On |
| Available Net.       | -           |
| Wi-Fi Direct\(^2\)   | Set whether to enable this function for each network.  
Value: Disable, Enable |
| Wi-Fi\(^2\)          |             |
| Wired Network        | NOTE  
This function is displayed when [Off/On] is set to [On]. |
| REST                 | -           |
| Off/On               | Select whether to use REST.\(^1\)  
Value: Off, On |
| Port Number          | Specifies the port number used. The default port number is 9080.\(^1\)  
Value: 1 to 32767 |
| Available Net.       | -           |
| Wi-Fi Direct\(^2\)   | Set whether to enable this function for each network.  
Value: Disable, Enable |
| Wi-Fi\(^2\)          |             |
| Wired Network        | NOTE  
This function is displayed when [Off/On] is set to [On]. |
| REST over SSL        | -           |
| Off/On               | Select whether to use REST secured by SSL.\(^1,^3\)  
Value: Off, On |
| NOTE                 | -           |
| Port Number          | Specifies the port number used. The default port number is 9081.\(^1\)  
Value: 1 to 32767 |
| Available Net.       | -           |
| Wi-Fi Direct\(^2\)   | Set whether to enable this function for each network.  
Value: Disable, Enable |
| Wi-Fi\(^2\)          |             |
| Wired Network        | NOTE  
This function is displayed when [Off/On] is set to [On]. |
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>VNC (RFB) over SSL</strong></td>
<td>-</td>
</tr>
</tbody>
</table>
| Off/On | Select whether to use VNC (RFB) secured by SSL.\(^1\), \(^3\)  
Value: Off, On  
**NOTE**  
- This function is displayed when [Off/On] is set to [On].  
- When selecting [On], it also requires a certificate for SSL. the default certificate is the self-certificate of the machine.  
  ➤ Command Center RX User Guide |
| Port Number | Specifies the port number used. The default port number is 9063.\(^1\)  
Value: 1 to 32767  
**NOTE**  
This function is displayed when [Off/On] is set to [On]. |
| **Available Net.** | - |
| Wi-Fi Direct\(^2\) | Set whether to enable this function for each network.  
Value: Disable, Enable  
**NOTE**  
This function is displayed when [Off/On] is set to [On]. |
| Wi-Fi\(^2\) |  
| Wired Network |  
| **VNC (RFB)** | - |
| Off/On | Select whether to use VNC (RFB).\(^1\)  
Value: Off, On  
Port Number | Specifies the port number used. The default port number is 9062.\(^1\)  
Value: 1 to 32767  
**NOTE**  
This function is displayed when [Off/On] is set to [On]. |
| Available Net. | - |
| Wi-Fi Direct\(^2\) | Set whether to enable this function for each network.  
Value: Disable, Enable  
| Wi-Fi\(^2\) |  
| Wired Network | **NOTE**  
This function is displayed when [Off/On] is set to [On]. |
### Setup and Registration (System Menu) > System Menu

#### Primary Network

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Primary Network] > [OK] key

**NOTE**
This function is displayed when the optional Network Interface Kit (IB-50) or Wireless Network Interface Kit (IB-51 or IB-36) is installed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Primary Network    | Specify the network to be used for the send function, the network authentication and connecting to external address book. | Value: Wi-Fi, Wired Network, Optional Network

#### Ping

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Ping] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ping</td>
<td>Checks if communication with the destination by entering the host name or IP address of the destination is possible.</td>
</tr>
</tbody>
</table>
Restart Network

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Restart Network] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restart Network</td>
<td>Restarts the network.</td>
</tr>
</tbody>
</table>

Remote Serv.Set.

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Remote Serv.Set.] > [OK] key

When the trouble occurs on this product, it is possible to explain the operational procedure and the troubleshooting method through the internet from our sales office by accessing the operation panel screen of this product while operating the screen.

NOTE
When using the remote service settings, it is necessary to make a contract with our company.
Please contact our sales office or our authorized dealer (purchase source) for the details.

Remote Operation

[Menu] key > [▲] [▼] key > [Network] > [OK] key > [▲] [▼] key > [Remote Operation] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remote Operation</td>
<td>-</td>
</tr>
</tbody>
</table>
| Off/On           | Configure settings for remote operation.  
| Value: Off, On   |             |
| Use Restriction  | Configure settings for Use Restriction  
| Value:          |             |
| [Off]: Users without administrator privileges can also execute remote operation. |             |
| [Use Password]: Enter the password, then re-enter it to confirm. |             |
| [Admin. Only]: Only administrator can execute remote operation. |             |

NOTE
• This function is displayed when [Off/On] is set to [On].
• When selecting [Admin. Only], the remote operation using VNC software is unavailable.
Optional Network

Configure settings for the optional Network Interface Kit or Wireless Network Interface Kit.

NOTE
This menu is displayed when the optional Network Interface Kit or Wireless Network Interface Kit is installed.

Wireless Network

[Menu] key > [▲] [▼] key > [Optional Network] > [OK] key > [▲] [▼] key > [Wireless Network] > [OK] key

NOTE
This function is displayed when the optional Wireless Network Interface Kit is installed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ConnectionStatus</td>
<td>When the optional Wireless Network Interface Kit is installed, you can check the wireless LAN status.</td>
</tr>
<tr>
<td>Quick Setup</td>
<td>If the machine will connect to an access point that supports the automatic wireless network setup, connection settings can be configured by Quick Setup.</td>
</tr>
<tr>
<td>AvailableNetwork</td>
<td>Displays access points to which the machine can connect.</td>
</tr>
<tr>
<td>Push Button</td>
<td>If the access point supports the push button method, wireless settings can be configured using the push button. This setting executes push button, and the connection is started by pressing the push button on the access point.</td>
</tr>
<tr>
<td></td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>The push button method supports only the WPS.</td>
</tr>
<tr>
<td>PIN (Device)</td>
<td>Starts connection using the machine's PIN code. Enter the PIN code into the access point. The PIN code of the machine is automatically generated.</td>
</tr>
<tr>
<td>PIN (Terminal)</td>
<td>Starts connection using the PIN code of the access point. Enter the PIN code of the access point.</td>
</tr>
<tr>
<td>Custom Setup</td>
<td>The detailed settings for wireless LAN can be changed. You can check the connection with a wireless network by selecting [Connect].</td>
</tr>
<tr>
<td>Netwk Name(SSID)</td>
<td>Set the SSID (Service Set Identifier) of the wireless LAN to which the machine connects.</td>
</tr>
<tr>
<td></td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>Up to 32 characters can be entered.</td>
</tr>
<tr>
<td>Connection Mode</td>
<td>Set the connection mode.</td>
</tr>
<tr>
<td></td>
<td>Value: Ad Hoc, Infrastructure</td>
</tr>
<tr>
<td></td>
<td>NOTE</td>
</tr>
<tr>
<td></td>
<td>Ad Hoc: Directly communicates with the device without going through an access point. This method cannot be used to connect to two or more devices.</td>
</tr>
<tr>
<td></td>
<td>Infrastructure: Performs communication through an access point.</td>
</tr>
<tr>
<td>Channel</td>
<td>Set channel. Use [▲] or [▼] or the numeric keys to enter a number.</td>
</tr>
<tr>
<td></td>
<td>Value: 1 to 11</td>
</tr>
<tr>
<td>Netwk Authentic.</td>
<td>Select network authentication type. To select other options, open the device home page from a computer.</td>
</tr>
<tr>
<td></td>
<td>Value: Open, Shared, WPA-PSK, WPA2-PSK</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Encryption</td>
<td>Select encryption settings. The setting values vary depending on the &quot;Netwk Authentic.&quot; setting.</td>
</tr>
</tbody>
</table>
| Data Encryption | Set the encryption method.  
When "Netwk Authentic." is set to [Open] or [Shared]:  
Value: Disable, WEP  
When "Netwk Authentic." is set to [WPA-PSK] or [WPA2-PSK]:  
Value: TKIP*2, AES, Auto*2 |
| WEP Key      | Register the WEP key. Select [Edit] and Enter the WEP Key using the numeric keys.  
**NOTE**  
Up to 26 characters can be entered.  
« Character Entry Method (page 11-9) |
| Preshared Key*3 | Register the Preshared Key. Select [Edit] and Enter the Preshared Key using the numeric keys.  
**NOTE**  
The number of characters is between 8 and 64.  
« Character Entry Method (page 11-9) |

*1 Not displayed if you selected [Ad Hoc] for "Connection Mode".
*2 Not displayed if you selected [WPA2-PSK] for "Netwk Authentic.".
*3 Displayed if you selected [WPA-PSK] or [WPA2-PSK] for "Netwk Authentic.".
## Basic

[Menu] key > [▲] [▼] key > [Optional Network] > [OK] key > [▲] [▼] key > [Basic] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCP/IP Settings</td>
<td>For details on setting value.</td>
</tr>
<tr>
<td></td>
<td>➤ [TCP/IP Settings (page 8-16)]</td>
</tr>
<tr>
<td></td>
<td>For the setting value of [Bonjour].</td>
</tr>
<tr>
<td></td>
<td>➤ [ProtocolSettings (page 8-18)]</td>
</tr>
<tr>
<td>NetWare</td>
<td>Use NetWare to receive documents.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>AppleTalk</td>
<td>Selects whether to receive documents using AppleTalk.¹</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>IPSec</td>
<td>Select whether to use IPSec.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>LAN Interface</td>
<td>Select the LAN Interface type.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Auto, 10BASE-Half, 10BASE-Full, 100BASE-Half, 100BASE-Full,</td>
</tr>
<tr>
<td></td>
<td>1000BASE-T</td>
</tr>
<tr>
<td></td>
<td><strong>NOTE</strong></td>
</tr>
<tr>
<td></td>
<td>This function is displayed when the optional Network Interface Kit is installed.</td>
</tr>
<tr>
<td>MACAddressFilter</td>
<td>Select whether to use MAC Address Filter.</td>
</tr>
<tr>
<td></td>
<td>➤ [Operation Guide for the optional Network Interface Kit]</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Restart Network</td>
<td>Restarts the network card of the device.</td>
</tr>
</tbody>
</table>

¹ The setting will be changed after restarting the device or network.
**Device Common**

Configures overall machine operation.

**Language**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Language] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language</td>
<td>Select the language displayed on the message display.</td>
</tr>
</tbody>
</table>

**Def. Screen(Box)**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Def. Screen(Box)] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Def. Screen(Box)</td>
<td>Select the screen to be displayed when [Document Box] key is selected.</td>
</tr>
<tr>
<td>Value</td>
<td>Custom Box, Job Box</td>
</tr>
</tbody>
</table>

**Date Setting**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Date Setting] > [OK] key

Configure settings related to the date and time.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Set the date for the location where you use the machine.</td>
</tr>
<tr>
<td>Value</td>
<td>Year (2000 to 2037), Month (01 to 12), Day (01 to 31)</td>
</tr>
<tr>
<td>Setting Date and Time</td>
<td>(page 2-15)</td>
</tr>
<tr>
<td>NOTE</td>
<td>If you change the date while using the trial version of an application, you will no longer be able to use the application.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>Set the date and time for the location where you use the machine.</td>
</tr>
<tr>
<td>Value</td>
<td>Hour (00 to 23), Minute (00 to 59), Second (00 to 59)</td>
</tr>
<tr>
<td>Setting Date and Time</td>
<td>(page 2-15)</td>
</tr>
<tr>
<td>NOTE</td>
<td>If you change the time while using the trial version of an application, you will no longer be able to use the application.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Format</td>
<td>Select the display format of year, month, and date. The year is displayed in Western notation.</td>
</tr>
<tr>
<td>Value</td>
<td>Month/Day/Year, Day/Month/Year, Year/Month/Day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time Zone</td>
<td>Set the time difference from GMT. Choose the nearest listed location from the list. If you select a region that utilizes summer time, configure settings for summer time.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Time</td>
<td>![Setting Date and Time (page 2-15)]</td>
</tr>
</tbody>
</table>
Buzzer

[Menu] key > [▲][▼] key > [Device Common] > [OK] key > [▲][▼] key > [Buzzer] > [OK] key

Set options for buzzer sound during the machine operations.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| Key Confirmation | Emit a sound when a key is selected on the operation panel.  
Value: Off, On |
| Job Finish    | Emit a sound when a print job is normally completed.  
Value: Off, On |
| Ready         | Emit a sound when the warm-up is completed.  
Value: Off, On |
| Error         | Emit a sound when errors occur.  
Value: Off, On |
| Keyboard Confirm | Emit a sound when a key on the optional USB keyboard is selected.  
Value: Off, On |

RAM Disk Setting

[Menu] key > [▲][▼] key > [Device Common] > [OK] key > [▲][▼] key > [RAM Disk Setting] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| RAM Disk Setting | A RAM disk can be created and its size can be set.  
Creating a RAM disk makes it possible to print from a Job Box.  
Value |
| RAM Disk Mode: Off, On |
| RAM Disk Size: The setting range varies depending on the amount of memory installed and the option memory usage setting. |

NOTE

This function will not be displayed when the optional SSD is installed.

IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.

Format SSD

[Menu] key > [▲][▼] key > [Device Common] > [OK] key > [▲][▼] key > [Format SSD] > [OK] key

Format an optional SSD.

When an optional SSD is inserted into the printer for the first time, it must be formatted before use.

IMPORTANT

Formatting will destroy any existing data on a storage device including a used SSD.
Format SD Card

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Format SD Card] > [OK] key

Format an optional SD/SDHC memory card.
A new SD card must be formatted before it can be used in the machine.

**IMPORTANT**
- Formatting will destroy any existing data on a storage device including a used SD card.
- If you have installed application, do not format the SD card to avoid the removal of the application in the SD card.

Display Bright. (Display Brightness)

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Display Bright.] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display Bright.</td>
<td>Set the brightness of the message display.</td>
</tr>
<tr>
<td>Value:</td>
<td>Darker -2, Darker -1, Normal 0, Lighter +1, Lighter +2</td>
</tr>
</tbody>
</table>

Disp. Backlight

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Disp. Backlight] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disp. Backlight</td>
<td>Set the backlight of the message display.</td>
</tr>
<tr>
<td>Value:</td>
<td>On, Off, Touched</td>
</tr>
</tbody>
</table>

Error Handling

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Error Handling] > [OK] key

Select whether to cancel or continue the job when error has occurred.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DuplexPaperError</td>
<td>Select what to do when duplex printing is not possible for the selected paper size and media type.</td>
</tr>
<tr>
<td>Value</td>
<td>1-sided: Printed in 1-sided</td>
</tr>
<tr>
<td></td>
<td>Display Error: Message to cancel printing is displayed.</td>
</tr>
<tr>
<td>Paper Mismatch</td>
<td>Select what to do when the selected paper size or type does not match paper size or type loaded in the specified paper source while printing from the computer by specifying the cassette or multi-purpose tray.</td>
</tr>
<tr>
<td>Value</td>
<td>Continue: The setting is ignored and the job is printed.</td>
</tr>
<tr>
<td></td>
<td>Display Error: Message to cancel printing is displayed.</td>
</tr>
<tr>
<td>WrongSize Loaded</td>
<td>Set what to do when it is detected that the cassette paper size setting does not match the actual paper size that is fed.</td>
</tr>
<tr>
<td>Value</td>
<td>Continue: The setting is ignored and the job is printed.</td>
</tr>
<tr>
<td></td>
<td>Display Error: Message to cancel printing is displayed.</td>
</tr>
<tr>
<td>MP Tray Empty</td>
<td>Turn this setting to [On] if you want the error displayed when the MP tray is configured as the default paper source, and there is no paper in the MP tray, or turn it to [Off] not to have the error displayed.</td>
</tr>
<tr>
<td>Value</td>
<td>Off, On</td>
</tr>
</tbody>
</table>
## Timer Setting

Configure settings related to the time.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| **Auto Panel Reset** | If no jobs are run for a certain period of time, automatically reset settings and return to the default setting. Select to use Auto Panel Reset or not.  
*Value:* Off, On  
*NOCET*  
The time allowed to elapse before the panel is reset is set with the "PanelReset Timer".  
[PanelReset Timer](page 8-33) |
| **PanelReset Timer** | If you select [On] for Auto Panel Reset, set the amount of time to wait before Auto Panel Reset.  
*Value:* 5 to 495 seconds (in 5 second increments)  
*NOCET*  
This function is displayed when [Auto Panel Reset] is set to [On]. |
| **Sleep Level Set.** | - |
| **Sleep Level (models except for Europe)** | Select the Sleep level.  
Set the Energy Saver mode to reduce power consumption even more than Quick Recovery mode.  
*Value:* Quick Recovery, Energy Saver  
*NOCET*  
When the optional Network Interface Kit is installed, this is not displayed. |
| **Status** | Set whether to use the Energy Saver mode for the following functions individually:  
- Card Reader  
- Application  
*Value:* Off, On  
*NOCET*  
When the machine enters Energy Saver, the ID card cannot be recognized. |
| **Sleep Timer** | Set amount of time before entering Sleep.  
*Value:*  
1 to 120 minutes (1 minute increments)  
[Sleep and Auto Sleep](page 2-25) |
| **Power Off Rule (models for Europe)** | Select whether or not the machine enters Power Off mode for the following function. Select [On] to set the Power Off mode.  
- Network  
- USB Cable  
- USB Host  
- RAM Disk  
- NIC  
*Value:* Off, On  
*NOCET*  
Even when any of the functions is set to [On], if [NIC] is set to [Off], the machine does not enter Power Off Mode.  
Even when [Network] or [USB Cable] is set to [Off], if the machine does not communicate with the other devices, the machine will enter Power Off Mode. |
### Setup and Registration (System Menu) > System Menu

#### Power Off Timer (models for Europe)
Select whether to turn off the power automatically after a period of inactivity.
**Value:** 1 hour, 2 hours, 3 hours, 4 hours, 5 hours, 6 hours, 9 hours, 12 hours, 1 day, 2 days, 3 days, 4 days, 5 days, 6 days, 1 week

#### Weekly Timer Set.
Configure settings for switching the machine to OFF and waking it automatically at a specified time for each day of the week.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly Timer</td>
<td>Select whether to use Weekly Timer.</td>
</tr>
<tr>
<td>Value: Off, On</td>
<td></td>
</tr>
<tr>
<td>Schedule</td>
<td>Specify the time for each day of the week at which the machine turns OFF.</td>
</tr>
<tr>
<td>Retry Settings</td>
<td></td>
</tr>
<tr>
<td>Limited Retries</td>
<td>Set whether or not retry of machine power-off is performed.</td>
</tr>
<tr>
<td>Value: Off, On</td>
<td></td>
</tr>
<tr>
<td>Retry Times</td>
<td>Set the number of retries for turning OFF this machine.</td>
</tr>
<tr>
<td>Value: 0 to 10 times</td>
<td></td>
</tr>
<tr>
<td>NOTE</td>
<td>This function is displayed when [Limited Retries] is set to [On].</td>
</tr>
<tr>
<td>Retry Interval</td>
<td>Set the retry interval.</td>
</tr>
<tr>
<td>Value: 10 to 60 seconds (increments of 10 seconds)</td>
<td></td>
</tr>
</tbody>
</table>

#### Auto Err. Clear
If an error occurs during processing, processing stops to wait for the next step to be taken by the user. In the Auto Error Clear mode, automatically clear the error after a set amount of time elapses.
**Value:** Off, On

#### Err. Clear Timer
If you select [On] for Auto Error Clear, set the amount of time to wait before automatically clearing errors.
**Value:** 5 to 495 seconds (in 5 second increments)

#### FormFeed TimeOut
Receiving print data from the computer, the machine may sometimes wait if there is no information signaling that the last page does not have any more data to be printed. When the preset timeout passes, the machine automatically prints paper. The options are between 5 and 495 seconds.
**Value:** 5 to 495 seconds (in 5 second increments)

#### Ping Timeout
Set the time until timeout occurs when [Ping] is executed in "Network".
**Value:** 1 to 30 seconds (in 1 second increments)

*1 Displayed only when the optional Card Authentication Kit is activated.
*2 Displayed when the optional Network Interface Kit or Wireless Network Interface Kit is installed.

### Disp. Status/Log

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disp. Status/Log</td>
<td>Set the display method of the Status/Log.</td>
</tr>
<tr>
<td>JobsDetailStatus</td>
<td>Value: Show All, My Jobs Only, Hide All</td>
</tr>
<tr>
<td>Jobs Log</td>
<td>Value: Show All, My Jobs Only, Hide All</td>
</tr>
</tbody>
</table>

*Disp. Status/Log*

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Disp. Status/Log] > [OK] key

---

### Notes

- **Disp. Status/Log**

     - [Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Disp. Status/Log] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disp. Status/Log</td>
<td>Set the display method of the Status/Log.</td>
</tr>
<tr>
<td>JobsDetailStatus</td>
<td>Value: Show All, My Jobs Only, Hide All</td>
</tr>
<tr>
<td>Jobs Log</td>
<td>Value: Show All, My Jobs Only, Hide All</td>
</tr>
</tbody>
</table>
Setup and Registration (System Menu) > System Menu

**KeyboardType**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [KeyboardType] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>KeyboardType</td>
<td>Select the type of keyboard that you want to use. Value: US, Europe US, France, Germany, UK-English</td>
</tr>
</tbody>
</table>

**Bluetooth Set.**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Bluetooth Set.] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Off/On</td>
<td>Use Bluetooth Keyboard. Value: Off, On</td>
</tr>
<tr>
<td>Search Device</td>
<td>Select the keyboard to be used.</td>
</tr>
</tbody>
</table>

**Low Toner Alert**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Low Toner Alert] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Toner Alert</td>
<td>Set the amount of remaining toner to notify the administrator when to order a toner when the toner is running low. Value: Off, On</td>
</tr>
<tr>
<td>Toner Level:</td>
<td>Set the toner level for notification of low toner. The setting range is 5 to 100% (in 5% increments). Displayed when [Off/On] is set to [On].</td>
</tr>
<tr>
<td>NOTE</td>
<td>Selecting [Off] alerts you low toner when the amount of remaining toner becomes 5%.</td>
</tr>
</tbody>
</table>

**Msg Banner Print**

[Menu] key > [▲] [▼] key > [Device Common] > [OK] key > [▲] [▼] key > [Msg Banner Print] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Msg Banner Print</td>
<td>Set whether the confirmation screen appears before each sheet is printed when printing multiple banner sheets. Value: Off, On</td>
</tr>
</tbody>
</table>
Security

The security functions can be set up to protect printer operation and the print data.

Network Security

[Menu] key > [▲] [▼] key > [Security] > [OK] key > [▲] [▼] key > [Network Security] > [OK] key

SSL Setting

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSL</td>
<td>Select the SSL server settings.</td>
</tr>
<tr>
<td>Value</td>
<td>Off/On: Off, On</td>
</tr>
</tbody>
</table>

I/F Block Set.

[Menu] key > [▲] [▼] key > [Security] > [OK] key > [▲] [▼] key > [I/F Block Set.] > [OK] key

This allows you to protect this machine by blocking the interface with external devices such as USB hosts or optional interfaces.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>USB Host</td>
<td>This locks and protects the USB port (USB host).</td>
</tr>
<tr>
<td>Value</td>
<td>Unblock, Block</td>
</tr>
<tr>
<td>USB Device</td>
<td>This locks and protects the USB interface connector (USB Device).</td>
</tr>
<tr>
<td>Value</td>
<td>Unblock, Block</td>
</tr>
<tr>
<td>Option I/F</td>
<td>This locks and protects the optional interface slots.</td>
</tr>
<tr>
<td>Value</td>
<td>Unblock, Block</td>
</tr>
<tr>
<td>Parallel I/F</td>
<td>This blocks and protects the parallel interface.</td>
</tr>
<tr>
<td>Value</td>
<td>Unblock, Block</td>
</tr>
<tr>
<td>USB Drive</td>
<td>This locks and protects the USB drive slot.</td>
</tr>
<tr>
<td>Value</td>
<td>Unblock, Block</td>
</tr>
</tbody>
</table>

NOTE

This function is available when USB Host is set to [Unblock].

✔️ IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.
Security Level

[MENU] key > [▲] [▼] key > [Security] > [OK] key > [▲] [▼] key > [Security Level] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Level</td>
<td>Specify the security level.</td>
</tr>
<tr>
<td>Value</td>
<td></td>
</tr>
<tr>
<td>High:</td>
<td>This is the security setting we recommend. Use this setting normally.</td>
</tr>
<tr>
<td>Low:</td>
<td>This mode is used during maintenance. Do not use normally.</td>
</tr>
<tr>
<td>Very High:</td>
<td>In addition to [High] setting, this setting disables the machine settings to be changed from external command.</td>
</tr>
</tbody>
</table>

Data Security

[MENU] key > [▲] [▼] key > [Security] > [OK] key > [▲] [▼] key > [Data Security] > [OK] key

Configure settings for data stored in the optional SSD and machine’s memory.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSD Initializ.</td>
<td>This changes security function settings.</td>
</tr>
<tr>
<td>🔄 NOTE</td>
<td>• This function is displayed when the optional SSD is installed and the Data Security Function is active.</td>
</tr>
<tr>
<td></td>
<td>• Input of the security password is required to change security function settings. The initial setting for the Security Password is &quot;000000&quot;.</td>
</tr>
<tr>
<td>Security Passwd</td>
<td>Customize the security password so that only the administrator can use the Data Encryption/Overwrite.</td>
</tr>
<tr>
<td></td>
<td>Enter a password that uses six to 16 alphanumeric characters and symbols.</td>
</tr>
<tr>
<td></td>
<td>You will need to enter the password again for confirmation.</td>
</tr>
<tr>
<td>✔️ IMPORTANT</td>
<td>Avoid any easy-to-guess numbers for the security password (e.g. 11111111 or 12345678).</td>
</tr>
<tr>
<td>Initialization</td>
<td>This can be used to delete all the data stored in the SSD. Overwrite all the data stored in the SSD when disposing of the machine.</td>
</tr>
<tr>
<td>✔️ IMPORTANT</td>
<td>If you accidentally turn the power switch off during initialization, the SSD might possibly crash or initialization might fail.</td>
</tr>
<tr>
<td></td>
<td>If you accidentally turn off power during initialization, turn it back on. Initialization will restart automatically.</td>
</tr>
</tbody>
</table>
Data Sanitization

Return the following information registered in the machine to the factory defaults.
- System settings
- Data saved in Custom Box
- Optional applications

**IMPORTANT**
Data saved in an application or SD card cannot be erased. To erase data on an SD card, you must format the SD card.

**NOTE**
- Once in progress, the processing cannot be canceled.
- Before executing this function, disconnect modular, network, and other cables.
- Before performing this function, set all interface block settings to [Unblock].
- Do not turn off the main power switch while sanitizing the data. If the main power is turned off during data erasing, erasing will be executed automatically when the power is restored, however, complete erasure cannot be guaranteed.

<table>
<thead>
<tr>
<th>Run Immediately</th>
<th>Data Sanitization will be performed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule</td>
<td>Completely erase address and image data saved in the device at the scheduled time.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td></td>
<td>If [On] is selected, set the date and time that sanitization is to be performed. The setting range is Year (2000 to 2037), Month (1 to 12), Day (1 to 31), Hour (00 to 23).</td>
</tr>
<tr>
<td>Device Use</td>
<td>The device use restriction after the data sanitization is completed.</td>
</tr>
<tr>
<td></td>
<td>The device cannot be used if [Prohibit] is selected.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Permit, Prohibit</td>
</tr>
</tbody>
</table>

User/Job Account

[Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key
Configure settings related to machine management.

- Overview of User Login Administration (page 9-2)
- Overview of Job Accounting (page 9-14)
- Unknown ID Job (page 9-27)

Adjust/Maint.

[Menu] key > [▲] [▼] key > [Adjust/Maint.] > [OK] key
Adjust printing quality and conduct machine maintenance.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiet Mode</td>
<td>Lower print speed for quiet processing.</td>
</tr>
<tr>
<td>Quiet Mode</td>
<td>Set the Quiet Mode. Select this mode when the running noise is uncomfortable.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Each Job</td>
<td>It is possible to set the use of Quiet Mode for each job. Set whether or not to permit the setting for each job.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Permit, Prohibit</td>
</tr>
</tbody>
</table>
Restart

Restart the CPU without turning the power switch off. Use this to deal with any unstable operation by the machine. (Same as the computer restart.)

Service Setting

Settings for machine maintenance and inspection. This menu is primarily used by service technicians to perform maintenance.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restart</td>
<td>Restart the CPU without turning the power switch off. Use this to deal with</td>
</tr>
<tr>
<td></td>
<td>any unstable operation by the machine. (Same as the computer restart.)</td>
</tr>
<tr>
<td>Service</td>
<td>Settings for machine maintenance and inspection. This menu is primarily used</td>
</tr>
<tr>
<td>Setting</td>
<td>by service technicians to perform maintenance.</td>
</tr>
</tbody>
</table>

**Op Functions**

[Menu] key > [▲] [▼] key > [Op Functions] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restart</td>
<td>Restart the CPU without turning the power switch off. Use this to deal with</td>
</tr>
<tr>
<td></td>
<td>any unstable operation by the machine. (Same as the computer restart.)</td>
</tr>
<tr>
<td>Software</td>
<td>Check the machine's system and engine software versions.</td>
</tr>
</tbody>
</table>

**Software**

[Menu] key > [▲] [▼] key > [Software] > [OK] key

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restart</td>
<td>Restart the CPU without turning the power switch off. Use this to deal with</td>
</tr>
<tr>
<td></td>
<td>any unstable operation by the machine. (Same as the computer restart.)</td>
</tr>
<tr>
<td>Software</td>
<td>Check the machine's system and engine software versions.</td>
</tr>
</tbody>
</table>
This chapter explains the following topics:

- Overview of User Login Administration ................................................................. 9-2
- Enabling User Login Administration ........................................................................ 9-3
- Setting User Login Administration ........................................................................... 9-5
  - Adding a User (Local User List) ........................................................................... 9-5
  - Changing User Properties ..................................................................................... 9-6
- User Login Administration for Printing .................................................................... 9-8
- NW User Property (Obtain Network User Property) .................................................. 9-10
- ID Card Settings ...................................................................................................... 9-11
- PIN Login Settings .................................................................................................. 9-12
- Using User Login Administration ............................................................................. 9-13
  - Login/Logout ........................................................................................................ 9-13
- Overview of Job Accounting ...................................................................................... 9-14
- Enabling Job Accounting ......................................................................................... 9-15
  - Job Accounting Access ....................................................................................... 9-16
- Setting an Account ................................................................................................... 9-17
  - Adding an Account ............................................................................................... 9-17
  - Restricting the Use of the Machine ....................................................................... 9-18
  - Editing an Account ............................................................................................... 9-19
  - Deleting an Account ............................................................................................ 9-20
  - Job Accounting for Printing ................................................................................. 9-21
- Configuring Job Accounting ...................................................................................... 9-23
  - Apply Limit ........................................................................................................ 9-23
  - Counting the Number of Pages Printed ............................................................... 9-24
  - Print Accounting Report ..................................................................................... 9-25
- Using Job Accounting ............................................................................................... 9-26
  - Login/Logout ........................................................................................................ 9-26
- Unknown ID Job ...................................................................................................... 9-27
Overview of User Login Administration

User login administration specifies how the user access is administered on this machine. Enter a correct login user name and password for user authentication to login.

1. Enable User Login Administration (page 9-3)
2. Set the user (page 9-5)
3. Enter the login user name and password and execute the job (page 9-13)

Access are in three levels - "User", "Administrator", and "Machine Administrator". The security levels can be modified only by the "Machine Administrator".

To manage the job account from PC

In addition to the above settings, the following are necessary to manage the job account from PC.

To Manage the Users to Print from PCs

Printer driver settings are necessary to manage the users that print on the machine from PCs.

1. Set the User Login Administration on the printer driver (page 9-8)
2. Print
Enabling User Login Administration

This enables user login administration.

1 Display the screen.

1 [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

NOTE
If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

The factory default login user name and login password are set as shown below.

Login User Name: 6000
Login Password: 6000

2 [▲] [▼] key > [User Login Set.] > [OK] key

2 Configure the settings.

1 [▲] [▼] key > [User Login] > [OK] key > [▲] [▼] key > [Login Type] > [OK] key > [▲] [▼] key > [Netwk Authentic.] > [OK] key

NOTE
Select [Off] to disable user login administration.

2 [▲] [▼] key > [Netwk Auth. Set.] > [OK] key > [▲] [▼] key > [Server Type.] > [OK] key > [▲] [▼] key > [NTLM], [Kerberos] or [Ext.] > [OK] key > [▲] [▼] key > [Host Name] > [OK] key

3 Enter the host name (64 characters or less) for the Authentication Server and select the [OK] key.

4 Select the domain name for the Authentication Server, and select the [OK] key.

If the domain has not been set, select the number where "-------------" is displayed and select [Menu]. Select [Edit] and select the [OK] key then enter the domain name (in 256 characters or less). Select the [OK] key and the domain will be registered.

To edit or delete a domain name that has already been registered, select that domain name and select [Menu].

NOTE
Up to 10 domain names can be registered.

5 When selecting [Ext.] as the server type, select [▲] [▼] key > [Port] > [OK] key.
6 Enter the port number and select the [OK] key.

**NOTE**
If the login user name and password are rejected, check the following settings.

- Network Authentication setting of the machine
- User property of the Authentication Server
- Date and time setting of the machine and the Authentication Server

If you cannot login because of the setting of the machine, login with any administrator registered in the local user list and correct the settings.
Setting User Login Administration

This registers, alters and deletes users and configures the settings for User Login Administration.

Adding a User (Local User List)

Use KYOCERA Net Manager to register new users.

KYOCERA Net Manager Install Manual

NOTE
By default, one of each default user with machine administrator rights and administrator privileges is already stored. Each user's properties are:

Machine Administrator

User Name: DeviceAdmin
Login User Name: 6000
Login Password: 6000
Access Level: Machine Administrator

Administrator

User Name: Admin
Login User Name: Admin
Login Password: Admin
Access Level: Administrator

* Upper case and lower case letters are distinguished (case sensitive).

It is recommended to periodically change the user name, login user name and login password regularly for your security.
Changing User Properties

User properties can be changed. The information that can be changed is the "Login User Name" and "Login Password".

NOTE
To change the user information of the machine administrator, you must log in with machine administrator authority. You can only view user information if you log in as a regular user.

The factory default login user name and login password are set as shown below.

<table>
<thead>
<tr>
<th>Login User Name:</th>
<th>6000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Login Password:</td>
<td>6000</td>
</tr>
</tbody>
</table>

1 Display the screen.

1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

NOTE
If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

The factory default login user name and login password are set as shown below.

<table>
<thead>
<tr>
<th>Login User Name:</th>
<th>6000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Login Password:</td>
<td>6000</td>
</tr>
</tbody>
</table>

2. [▲] [▼] key > [User Login Set.] > [OK] key > [▲] [▼] key > [Local User List] > [OK] key

2 Change the user properties.

Changing user properties

1. Select the user whose properties you wish to change, and the [OK] key.

2. Change the user information.

Select "Login User Name" or "Login Password" [Edit], enter the information, and select the [OK] key.

Select the [►] key to view the next screen. Select the [◄] key to return to the previous screen. You can browse through "User Names".

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>User Name</td>
<td>Displays the name shown on the user list.</td>
</tr>
<tr>
<td>Login User Name</td>
<td>Displays the login user name that is entered at login.</td>
</tr>
<tr>
<td>Login Password</td>
<td>Changes the password that is entered at login. Up to 64 characters can be entered.</td>
</tr>
<tr>
<td>E-mail Address</td>
<td>The user can change his/her E-mail address. The registered address will be automatically selected for subsequent operations that need any E-mail function.</td>
</tr>
<tr>
<td>Account ID</td>
<td>Add an account where the user belongs. The user, who registered his/her account name, can login without entering the account ID.</td>
</tr>
</tbody>
</table>

➤ Overview of Job Accounting (page 9-14)
3 Select the [OK] key.
   The user information is changed.

Deleting a user
To delete a user, use KYOCERA Net Manager.

KYOCERA Net Manager Install Manual
User Login Administration for Printing

It is possible to manage the users that print on this machine from a PC.

Setting Printer Driver

To manage the users that print on this machine from a PC, the following settings are necessary in the printer driver. Instructions are based on interface elements as they appear in Windows 10.

1 Display the screen.
   1 Click [Start] button on the Windows and then select [Windows System], [Control Panel], and [View devices and printers].

   ![NOTE]
   • In Windows 8.1, select [Settings] in charms on Desktop, and select [Control Panel], and then [Devices and Printers].
   • In Windows 7, click [Start] button on the Windows, and then click [Devices and Printers].

   2 Right-click the printer driver icon of the machine, and click the [Printer properties] menu of the printer driver.

   3 Click [Administrator] on the [Device Settings] tab.

2 Configure the settings.
   1 Select [User login] on the [User Login] tab.

   ![User Login Administration]

   2 Set the User Login Administration.

   [Use specific name]: This option can be used to specify a user name and password to use the same User login for every print job. If this option is selected, the user does not have to type the name and password for each print job.

   [Prompt for name]: A screen for entering the user name and password will be displayed when attempting a printing. The user name and password must be entered each time a printing is attempted.

   [Prompt for name and validate]: A screen for entering the user name and password will be displayed when attempting a printing. The user name and password stored in the Login user name list needs to be entered. The user name and password must be entered each time a printing is attempted.

   [Validate user name (computer) or prompt for login user name]: When printing, the Windows user name is searched in the “Login user names” and printing is possible if the name is registered. If the name is not registered, the printing will be canceled for users with only user authority. If the user has administrator privileges, the screen to enter the user name and password will appear.
3 Click [OK].

**NOTE**
For other settings of job accounting, refer to the following:

► Printer Driver User Guide
NW User Property (Obtain Network User Property)

Set the required information to obtain the network user property from the LDAP server.

**NOTE**
- This setting only appears when the "Login Type" of "User Login" is set to *Netwk Authentic.* and the "Server Type" is set to *NTLM* or *Kerberos.*

* Enabling User Login Administration (page 9-3)
* Setting to obtain network user information is performed from the operation panel. The details of the information to be obtained should be set with Command Center RX.

* Command Center RX User Guide

---

1. **Display the screen.**
   
   1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

   **NOTE**
   
   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

   The factory default login user name and login password are set as shown below.
   
   - Login User Name: 6000
   - Login Password: 6000

2. **Configure the settings.**
   
   [▲] [▼] key > [User Login Set.] > [OK] key

   The setting items are as follows.

<table>
<thead>
<tr>
<th>Item</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Off/On</td>
<td>Set whether or not network user information is acquired.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, On</td>
</tr>
<tr>
<td>Authenticat Type</td>
<td>Set the authentication method.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Simple, SASL</td>
</tr>
</tbody>
</table>
**ID Card Settings**

If ID card authentication is enabled, select the authentication type.

**NOTE**

This function appears when the Card Authentication kit is activated.

> Card Authentication Kit(B) "Card Authentication Kit" (page 11-3)

1. **Display the screen.**

   1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

      **NOTE**

      If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

      The factory default login user name and login password are set as shown below.

      - Login User Name: 6000
      - Login Password: 6000

2. **Configure the settings.**

   [▲] [▼] key > [User Login Set.] > [OK] key

   The following settings can be selected.

<table>
<thead>
<tr>
<th>Item</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key Login</td>
<td>When ID card authentication is enabled, select whether or not login by keyboard is allowed.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Permit, Prohibit</td>
</tr>
<tr>
<td>Additional Auth.*¹</td>
<td>Select whether or not to require password entry after authenticating by ID card.</td>
</tr>
<tr>
<td></td>
<td><strong>Value:</strong> Off, Use Password, Use PIN</td>
</tr>
</tbody>
</table>

*¹ This function does not appear when the server type is set to [NTLM] or [Kerberos] in "Network Authentication".
Pin Login Settings

NOTE
This setting is only displayed when [Network Authentication] must be selected for the authentication method and the server type is set to [Ext.] in "Network Authentication".

Enabling User Login Administration (page 9-3)

1 Display the screen.

1 [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

NOTE
If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

The factory default login user name and login password are set as shown below.

Login User Name: 6000
Login Password: 6000

2 [▲] [▼] key > [User Login Set.] > [OK] key

2 Configure the settings.

[▲] [▼] key > [PIN Login] > [OK] key > [▲] [▼] key > Select [Off] or [On] > [OK] key
Using User Login Administration

This section explains procedures while setting job accounting.

Login/Logout

If user login administration is enabled, the login user name and login password entry screen appears each time you use this machine.

Use the procedure below to login and logout.

Login

If the login user name entry screen appears during operations, log in by referring to the following:

Login (page 2-13)

Logout

When the operations are complete, select the [Logout] key to return to the login user name and login password entry screen.
Overview of Job Accounting

Job accounting manages the print count accumulated by individual accounts by assigning an ID to each account.

1. Enable job accounting. (Refer to page 9-15.)
2. Setting an account. (Refer to page 9-17.)
3. Enter the assigned account ID when performing the job. (Refer to page 9-13.)
4. Count the number of pages printed.

To manage the job account from PC

In addition to the above settings, the following are necessary to manage the job account from PC.

To Manage the Number of Sheets Used on Jobs Printed from a PC

To manage the number of jobs to be printed from the PC on the network, you need to configure settings by using the printer driver on the PC.

1. Set Job Accounting for the PC on the network by using the printer driver. (Refer to page 9-21.)
2. Execute printing.
3. Count the number of pages printed.
Enabling Job Accounting

Enable job accounting. Use the procedure below.

1 Display the screen.

1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

   NOTE
   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

   The factory default login user name and login password are set as shown below.
   - Login User Name: 6000
   - Login Password: 6000

2 [▲] [▼] key > [Job Account.Set.] > [OK] key

2 Configure the settings.

   [▲] [▼] key > [Job Accounting] > [OK] key > [▲] [▼] key > [On] > [OK] key

   NOTE
   • To disable job accounting, select [Off].
   • When the display returns to System Menu default screen, logout is automatically executed and the screen to enter the Account ID appears. To continue the operation, enter the Account ID.
Job Accounting Access

Set the job accounting access.

1 **Display the screen.**
   1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

   ![NOTE]
   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

   The factory default login user name and login password are set as shown below.
   - Login User Name: 6000
   - Login Password: 6000

   2. [▲] [▼] key > [Job Account.Set.] > [OK] key

2 **Configure the settings.**
   1. [▲] [▼] key > [AccountingAccess] > [OK] key > [▲] [▼] key > [Local] or [Network] > [OK] key
Setting an Account

You can add, change and delete an account and set the restriction for each account.

Adding an Account

Add a new account.

1 Display the screen.

1 [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

NOTE

If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

The factory default login user name and login password are set as shown below.

<table>
<thead>
<tr>
<th>Login User Name:</th>
<th>6000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Login Password:</td>
<td>6000</td>
</tr>
</tbody>
</table>

2 [▲] [▼] key > [Job Account.Set.] > [OK] key > [▲] [▼] key > [Account. (Local)] > [OK] key > [▲] [▼] key > [Account. List] > [OK] key > [Add]

2 Enter the account ID.

Enter the account name > [OK] key

A new account is added on the account list.

NOTE

Any "Account ID" that has already registered cannot be used. Enter any other account ID.
Restricting the Use of the Machine

This section explains how to restrict the use of the machine by account or the number of sheets available.

Restriction Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print Restrict.</td>
<td>Limits the total number of sheets used for printing.</td>
</tr>
</tbody>
</table>

Applying Restriction

Restriction can be applied in the following modes:

<table>
<thead>
<tr>
<th>Item</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Off</td>
<td>No restriction is applied.</td>
</tr>
<tr>
<td>Counter Limit</td>
<td>Restricts the print counter in one-page increments up to 9,999,999 copies.</td>
</tr>
<tr>
<td>Reject Usage</td>
<td>Restriction is applied.</td>
</tr>
</tbody>
</table>
**Editing an Account**

This changes the registered account information.

1 **Display the screen.**

1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

2. [▲] [▼] key > [Job Account.Set.] > [OK] key > [▲] [▼] key > [Account. (Local)] > [OK] key > [▲] [▼] key > [Account. List] > [OK] key

2 **Edit an account.**

1. Select the account you want to change and select the [OK] key.

2. [▲] [▼] key > [Detail/Edit] > [OK] key

3. Select the item you want to change, and select the [OK] key.

4. Refer to step 2 of "Adding an Account" and "Restricting the Use of the Machine" to change account information.

   ➤ Adding an Account (page 9-17)
   Restricting the Use of the Machine (page 9-18)

5. Select the [OK] key.

   The account information is changed.

---

**NOTE**

If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

The factory default login user name and login password are set as shown below.

- **Login User Name:** 6000
- **Login Password:** 6000

Adding an Account (page 9-17)
Restricting the Use of the Machine (page 9-18)
Deleting an Account
This deletes the account.

1 Display the screen.
   1 [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

   NOTE
   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.
   
   The factory default login user name and login password are set as shown below.
   
   Login User Name: 6000
   Login Password: 6000

   2 [▲] [▼] key > [Job Account.Set.] > [OK] key > [▲] [▼] key > [Account. (Local)] > [OK] key > [▲] [▼] key > [Account. List] > [OK] key

2 Delete an account.
   1 Select the account you want to delete and [OK] key.

   2 [▲] [▼] key > [Delete] > [OK] key > [Yes]

   The account is deleted.
Job Accounting for Printing

The number of jobs to be printed from the computer can be managed by Job Accounting.

Setting Printer Driver

To manage the number of jobs to be printed from the PC on the network, you need configure the following settings by using the printer driver on the PC. Instructions are based on interface elements as they appear in Windows 10.

1 Display the screen.

1 Click [Start] button on the Windows and then select [Windows System], [Control Panel], and [View devices and printers].

   NOTE
   • In Windows 8.1, select [Settings] in charms on Desktop, and select [Control Panel], and then [Devices and Printers].
   • In Windows 7, click [Start] button on the Windows, and then click [Devices and Printers].

2 Right-click the printer driver icon of the machine, and click the [Printer properties] menu of the printer driver.

3 Click [Administrator] on the [Device Settings] tab.

2 Configure the settings.

1 Select [Job accounting] on the [Job Accounting] tab.
2 Set the Account ID.

- **[Use specific account ID]**: Enter the Account ID. Printing will be performed using the entered Account ID. If this option is selected, the user does not have to enter the Account ID for each print job.

- **[Prompt for account ID]**: A screen for entering the Account ID will be displayed when attempting a printing. The Account ID must be entered each time a printing is attempted.

- **[Prompt for account ID and validate]**: A screen for entering the Account ID will be displayed when attempting a printing. The Account ID stored in the Account ID list needs to be entered. The Account ID must be entered each time a printing is attempted.

- **[Display account ID list]**: The Account ID list is displayed when printing. The Account ID to be used needs to be selected from the list.

- **[Validate user name (computer) or prompt for account ID]**: When printing, the Windows user name is searched in the "Login user names" and printing is possible if the name is registered. If the name is not registered, the printing will be canceled for users with only user authority. If the user has administrator privileges, the screen to enter the user name and password will appear.

3 Click [OK].

**NOTE**

For other settings of job accounting, refer to the following:

- **Printer Driver User Guide**
Configuring Job Accounting

Apply Limit

Use this to specify the action taken when a department exceeds its printing limits.

[Menu key > [▲] [▼] key > [User/Job Account] > [OK] key > [▲] [▼] key > [Job Account.Set.] > [OK] key > [▲] [▼] key > [Apply Limit] > [OK] key

For details on each function, see the table below.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply Limit</td>
<td>This specifies how the machine behaves when the counter has reached the limit of restriction. The table below describes the action taken.</td>
</tr>
<tr>
<td>Value</td>
<td>Immediately: Job stops when the counter reaches its limit.</td>
</tr>
<tr>
<td></td>
<td>Subsequently: Printing of the job continues but the subsequent job will be rejected.</td>
</tr>
</tbody>
</table>
Counting the Number of Pages Printed

This counts the number of pages printed. Counts are classified into Total Job Accounting and Each Job Accounting. A new count can also be started after resetting the count data which was stored for a certain period of time.

[Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key > [▲] [▼] key > [Job Account.Set.] > [OK] key > [▲] [▼] key > [Account.(Local)] > [OK] key > [▲] [▼] key > [Each Job Account] > [OK] key

Each Job Account

This counts the number of pages for each account and resets the counts by account. When checking Each Job Accounting, select the account for which you want to check the count.

Types of the counts are as follows.

<table>
<thead>
<tr>
<th>Item</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printed Pages</td>
<td>Displays the total number of pages used. You can also use &quot;by Duplex&quot; and &quot;by Combine&quot; to check the number of pages used.</td>
</tr>
<tr>
<td>Total</td>
<td>Displays the total number of pages used.</td>
</tr>
<tr>
<td>Combine(None)</td>
<td>Displays the number of sheets used for printing without the Combine setting.</td>
</tr>
<tr>
<td>Combine(2in1)</td>
<td>Displays the number of sheets used for 2in1 printing.</td>
</tr>
<tr>
<td>Combine(4in1)</td>
<td>Displays the number of sheets used for 4in1 printing.</td>
</tr>
<tr>
<td>Duplex(1side)</td>
<td>Displays the number of sheets used for 1side printing.</td>
</tr>
<tr>
<td>Duplex(2side)</td>
<td>Displays the number of sheets used for 2side printing.</td>
</tr>
<tr>
<td>Counter Reset</td>
<td>Resets the counter. Select [Yes] in the confirmation screen.</td>
</tr>
</tbody>
</table>
Print Accounting Report

The total pages counted of all relevant accounts can be printed as an accounting report.

Use the procedure below to print a job accounting report.

1. **Prepare paper.**
   Check that A4 or Letter paper is loaded in the cassette.

2. **Display the screen.**
   
   1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key
   
   **NOTE**
   
   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

   The factory default login user name and login password are set as shown below.

   Login User Name: 6000
   Login Password: 6000

   2. [▲] [▼] key > [Job Account.Set.] > [OK] key > [▲] [▼] key > [Account. (Local)] > [OK] key

3. **Print the report.**
   
   [▲] [▼] key > [Account. Report] > [OK] key > [Yes]

   Accounting report is printed.
Using Job Accounting

This section explains procedures while setting job accounting.

Login/Logout

If job accounting is enabled, an account ID entry screen appears each time you use this machine. Use the procedure below to login and logout.

Login

1. In the account ID entry screen, enter the account ID using the numeric keys and select the [OK] key.

   ![NOTE]
   • If you entered a wrong character, select the [Clear] key and enter the account ID again.
   • If the entered account ID does not match the registered ID, a warning beep will sound and login will fail. Enter the correct account ID.

   When the screen to enter the login user name and password appears

   If user login administration is enabled, the screen to enter the login user name and password appears. Enter a login user name and password to login.

   ➤ Adding a User (Local User List) (page 9-5)

   2. Proceed to complete the rest of the steps.

Logout

When the operations are complete, select the [Logout] key to return to the account ID entry screen.
Unknown ID Job

This specifies the behavior for handling the jobs sent with unknown or unsent login user names or User ID. If the User Login is set to invalid and Job Accounting is set to valid, follow the procedure when the Account ID is unknown.

The setting items are as follows.

<table>
<thead>
<tr>
<th>Item</th>
<th>Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permit</td>
<td>The job is permitted to be printed.</td>
</tr>
<tr>
<td>Reject</td>
<td>The job is rejected (not printed).</td>
</tr>
</tbody>
</table>

1 **Display the screen.**

1. [Menu] key > [▲] [▼] key > [User/Job Account] > [OK] key

   ![NOTE]

   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.

   The factory default login user name and login password are set as shown below.

   Login User Name: 6000
   Login Password: 6000

2 **Configure the settings.**

   [▲] [▼] key > [Unknown ID Job] > [OK] key > [▲] [▼] key > [Reject] or [Permit] > [OK] key
10 Troubleshooting

This chapter explains the following topics:

Regular Maintenance .............................................................................................................................. 10-2
Cleaning .............................................................................................................................................. 10-2
Toner Container Replacement ............................................................................................................. 10-4
Waste Toner Box Replacement .......................................................................................................... 10-9
Troubleshooting ................................................................................................................................. 10-11
Solving Malfunctions ......................................................................................................................... 10-11
Responding to Messages ................................................................................................................... 10-15
Clearing Paper Jams ........................................................................................................................... 10-24
Regular Maintenance

Cleaning

Clean the machine regularly to ensure optimum printing quality.

⚠️ CAUTION

For safety, always unplug the power cord before cleaning the machine.

Registration Roller

1

2
3 Use a lint free cloth to clean dust and dirt away from the registration roller (metal).

![Image of printer with registration roller highlighted]

**IMPORTANT**

Be careful not to touch the black transfer roller and brown transfer belt during cleaning as this may adversely affect print quality.

4 Vents

Use a lint free cloth to clean dust and dirt away from the vents.

![Image of printer vents highlighted]
**Toner Container Replacement**

When toner runs low, "Toner is low." appears in the message display. Make sure you have a new toner container available for replacement.

When the message displays "Replace the toner.", replace the toner.

**Frequency of Toner Container Replacement**

The life of the toner containers depends on the amount of toner required to accomplish your printing jobs. According to ISO/IEC 19752 and EcoPrint switched off the toner container can print as follows (A4/Letter paper is assumed):

<table>
<thead>
<tr>
<th>Models</th>
<th>Life of the Toner Container (Printable pages)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECOSYS P3260dn</td>
<td>40,000 images</td>
</tr>
</tbody>
</table>

**NOTE**

- The average number of pages that can be printed by the toner containers included with the machine is 11,000 images.
- To maintain quality, we recommend using genuine Kyocera toner containers, which must pass numerous quality inspections.
- The memory chip in the toner container of this product stores information necessary for improving customer convenience, operation of the recycling system for used toner containers, and planning and development of new products. The stored information does not include information that makes it possible to identify individuals, and is only used anonymously for the above purposes.

**CAUTION**

Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns.
Replacing the Toner Container

1.

2.
3

When removing the toner container from the machine, lift up the right hand side first.

4
5

IMPORTANT
Do not touch the points shown below.

6

7
NOTE
• If the Upper Tray does not close, check that the new toner container is installed correctly (in step 6).
• Return the exhausted toner container to your dealer or service representative. The collected toner container will be recycled or disposed in accordance with the relevant regulations.
Waste Toner Box Replacement

When the waste toner box becomes full, immediately replace the waste toner box.

**CAUTION**

Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns.

1.

2.

3.
NOTE
Return the exhausted waste toner box to your dealer or service representative. The collected waste toner box will be recycled or disposed in accordance with the relevant regulations.
Troubleshooting

Solving Malfunctions

The table below provides general guidelines for problem solving.
If a problem occurs with your machine, look into the checkpoints and perform procedures indicated on the following pages. If the problem persists, contact your Service Representative.

**NOTE**
When contacting us, the serial number will be necessary.
To check the serial number, refer to the following:
> Checking the Equipment's Serial Number (page i)

**Machine Operation Trouble**

When the following machine operation troubles occur, implement appropriate procedures.

<table>
<thead>
<tr>
<th>Symptom</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>An application does not start.</td>
<td>Is the Auto Panel Reset time short?</td>
<td>Set the Auto Panel Reset time to 30 seconds or more.</td>
<td>page 8-33</td>
</tr>
<tr>
<td>The screen does not respond when the power switch is turned on.</td>
<td>Check the power cord.</td>
<td>Connect both ends of the power cord securely.</td>
<td>—</td>
</tr>
<tr>
<td>Blank sheets are ejected.</td>
<td>—</td>
<td>Check that the settings of the application software.</td>
<td>—</td>
</tr>
<tr>
<td>Paper often jams.</td>
<td>Is the paper loaded correctly?</td>
<td>Load the paper correctly.</td>
<td>page 3-2</td>
</tr>
<tr>
<td></td>
<td>—</td>
<td>Turn the orientation 180 degrees around in which the paper is positioned.</td>
<td>page 3-2</td>
</tr>
<tr>
<td></td>
<td>Is the paper of the supported type? Is it in good condition?</td>
<td>Remove the paper, turn it over, and reload it.</td>
<td>page 3-4</td>
</tr>
<tr>
<td></td>
<td>Is the paper curled, folded or wrinkled?</td>
<td>Replace the paper with new paper.</td>
<td>page 3-4</td>
</tr>
<tr>
<td></td>
<td>Are there any loose scraps or jammed paper in the machine?</td>
<td>Remove any jammed paper.</td>
<td>page 10-24</td>
</tr>
<tr>
<td>2 or more sheets are overlaps when ejected. (multi feed)</td>
<td>—</td>
<td>Load the paper correctly.</td>
<td>page 3-2</td>
</tr>
<tr>
<td>Symptom</td>
<td>Checkpoints</td>
<td>Corrective Actions</td>
<td>Reference Page</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
<td>--------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Printouts are wrinkled.</td>
<td>Is the paper loaded correctly?</td>
<td>Load the paper correctly.</td>
<td>page 3-2</td>
</tr>
<tr>
<td></td>
<td>—</td>
<td>Turn the orientation 180 degrees around in which the paper is positioned.</td>
<td>page 3-2</td>
</tr>
<tr>
<td></td>
<td>Is the paper damp?</td>
<td>Replace the paper with new paper.</td>
<td>page 3-2</td>
</tr>
<tr>
<td>Printouts are curled.</td>
<td>—</td>
<td>Turn the paper over in the cassette, or turn the orientation 180 degrees around in which the paper is positioned.</td>
<td>page 3-2</td>
</tr>
<tr>
<td></td>
<td>Is the paper damp?</td>
<td>Replace the paper with new paper.</td>
<td>page 3-2</td>
</tr>
<tr>
<td>Printer driver cannot be installed.</td>
<td>Is the driver installed with the host name while Wi-Fi or Wi-Fi Direct function is available?</td>
<td>Specify the IP address instead of the host name.</td>
<td>—</td>
</tr>
<tr>
<td>Cannot print.</td>
<td>Is the machine plugged in?</td>
<td>Plug the power cord into an AC outlet.</td>
<td>—</td>
</tr>
<tr>
<td></td>
<td>Is the machine powered on?</td>
<td>Turn on the power switch.</td>
<td>page 2-9</td>
</tr>
<tr>
<td></td>
<td>Are the USB cable and network cable connected?</td>
<td>Connect the correct USB cable and network cable securely.</td>
<td>page 2-8</td>
</tr>
<tr>
<td>Cannot print with USB drive. USB drive not recognized.</td>
<td>Is the USB host blocked?</td>
<td>Select [Unblock] in the USB host settings.</td>
<td>page 8-36</td>
</tr>
<tr>
<td></td>
<td>—</td>
<td>Check that the USB drive is securely plugged into the machine.</td>
<td>—</td>
</tr>
<tr>
<td>While [Auto-IP] is already set to [On], the IP address is not assigned automatically.</td>
<td>Is a value other than &quot;0.0.0.0&quot; entered for the link local address of TCP/IP(v4)?</td>
<td>Enter &quot;0.0.0.0&quot; for the IP address of TCP/IP(v4).</td>
<td>page 2-16</td>
</tr>
<tr>
<td>The machine is emitting steam in the area around the paper ejection slot.</td>
<td>Check the room temperature to see if it is low, or if damp paper was used.</td>
<td>Depending on the printing environment and the paper’s condition, the heat generated during printing will cause the moisture in the paper to evaporate, and the steam emitted may look like smoke. This is not a problem, and you can continue printing. If the steam concerns you, raise the room temperature, or replace the paper with a newer, dryer paper.</td>
<td>—</td>
</tr>
</tbody>
</table>
## Printed Image Trouble

When the following printed image trouble occurs, implement appropriate procedures.

<table>
<thead>
<tr>
<th>Symptom</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printed images are totally too light.</td>
<td>Is the paper damp?</td>
<td>Replace the paper with new paper.</td>
<td>page 3-2</td>
</tr>
<tr>
<td></td>
<td>Have you changed the density?</td>
<td>Select appropriate density level.</td>
<td>page 8-12</td>
</tr>
<tr>
<td></td>
<td>Is the toner distributed evenly within the toner container?</td>
<td>Shake the toner container from side to side several times.</td>
<td>page 10-4</td>
</tr>
<tr>
<td></td>
<td>Is EcoPrint mode enabled?</td>
<td>Disable [EcoPrint] mode.</td>
<td>page 8-12</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Make sure the paper type setting is correct for the paper being used.</td>
<td>page 8-9</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum] &gt; [OK] &gt; [OK].</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum] &gt; [OK].</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [MC] &gt; [OK] &gt; [OK] and increase the adjustment value. Increase the adjustment value 1 level at a time from the current value. If there is no improvement after the value is increased by 1 level, increase by 1 level again. If there is still no improvement, return the setting to the original value.</td>
<td></td>
</tr>
<tr>
<td>Printed images are too dark even though the background of the scanned original is white.</td>
<td>Have you changed the density?</td>
<td>Select appropriate density level.</td>
<td>page 8-12</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum] &gt; [OK] &gt; [OK].</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum2], load A4 paper in the multi purpose tray, and select [OK] &gt; [OK].</td>
<td></td>
</tr>
<tr>
<td>Black dots appear on the white background when white original is scanned.</td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum2], load A4 paper in the multi purpose tray, and select [OK] &gt; [OK].</td>
<td></td>
</tr>
<tr>
<td>Printed images are fuzzy.</td>
<td>Is the device used in an environment with high humidity or where the temperature or humidity changes suddenly?</td>
<td>Use in an environment that has suitable humidity.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum] &gt; [OK] &gt; [OK].</td>
<td></td>
</tr>
<tr>
<td>Printed images are skewed.</td>
<td>Is the paper loaded correctly?</td>
<td>Check the position of the paper width guides.</td>
<td>page 3-4</td>
</tr>
<tr>
<td>Symptom</td>
<td>Checkpoints</td>
<td>Corrective Actions</td>
<td>Reference Page</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>-------------</td>
<td>-----------------------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>The altitude is 1000 m or higher and irregular horizontal white lines appear in the image.</td>
<td></td>
<td>Select [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Altitude Adj.] &gt; [2001 - 3000m] or [3001 - 3500m], and select [OK] &gt; [OK].</td>
<td>—</td>
</tr>
<tr>
<td>The altitude is 1000 m or higher and dots appear in the image.</td>
<td></td>
<td>Select [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Altitude Adj.] &gt; [2001 - 3000m] or [3001 - 3500m], and select [OK] &gt; [OK].</td>
<td>—</td>
</tr>
<tr>
<td>Dirt on the top edge or back of the paper.</td>
<td>Is the interior of the machine dirty?</td>
<td>Clean the interior of the machine.</td>
<td>page 10-2</td>
</tr>
<tr>
<td>Part of the image is periodically faint or shows white lines.</td>
<td></td>
<td>Select the [Menu] &gt; [Adjust/Maint.] &gt; [Service Setting] &gt; [Drum] &gt; [OK] &gt; [OK].</td>
<td>—</td>
</tr>
<tr>
<td>The previous image remains and lightly printed.</td>
<td></td>
<td>Make sure the paper type setting is correct for the paper being used.</td>
<td>page 3-11</td>
</tr>
</tbody>
</table>
# Responding to Messages

If the message display or the computer displays any of these messages, follow the corresponding procedure.

---

### NOTE

When contacting us, the serial number will be necessary. To check the serial number, refer to the following:

- [Checking the Equipment's Serial Number (page i)](#)

---

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A machine administrator right is required.</td>
<td>—</td>
<td>You can only change the settings selected when logged in as a user with administrator privileges.</td>
<td>—</td>
</tr>
<tr>
<td>Access denied. You cannot login.</td>
<td>—</td>
<td>The Log in operation failed for the specified number of times so it is no longer possible to attempt to log in. Contact a system administrator.</td>
<td>—</td>
</tr>
<tr>
<td>Access point was not detected.</td>
<td>—</td>
<td>Check if the access point has been set correctly.</td>
<td>page 8-27</td>
</tr>
<tr>
<td>Account error. Press [OK].</td>
<td>—</td>
<td>Failed to specify Job Accounting when processing the job externally. The job is canceled. Select [OK].</td>
<td>—</td>
</tr>
<tr>
<td>Add paper in BulkFee.</td>
<td>—</td>
<td>The paper has run out in the paper source displayed. Supply paper according to the paper source displayed (optional Bulk Paper Feeder).</td>
<td>—</td>
</tr>
<tr>
<td>Add paper in cassette #.</td>
<td>Is the indicated cassette out of paper?</td>
<td>The paper has run out in the paper source displayed. Supply paper according to the paper source displayed (paper cassettes, MP tray, or optional paper feeders).</td>
<td>page 3-4</td>
</tr>
<tr>
<td>Add paper in MP tray.</td>
<td>Is the paper of the selected size loaded in the multi purpose tray?</td>
<td>The paper has run out in the paper source displayed. Supply paper according to the paper source displayed (paper cassettes, MP tray, or optional paper feeders).</td>
<td>page 3-11</td>
</tr>
<tr>
<td>Administrator only.</td>
<td>—</td>
<td>You can only change the settings selected when logged in as a user with administrator privileges.</td>
<td>page 9-5</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Box limit exceeded.*1</td>
<td>—</td>
<td>The specified box is full, and no further storage is available; Job is canceled. Press [End]. Try to perform the job again after printing or deleting data from the box.</td>
<td>—</td>
</tr>
</tbody>
</table>

*1 When Auto Error Clear is set to [On], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

- [Auto Err. Clear (page 8-34)](#)

---

10-15
<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canceling...</td>
<td>—</td>
<td>Displayed when data is being canceled.</td>
<td>—</td>
</tr>
<tr>
<td>Cannot connect.</td>
<td>—</td>
<td>This appears when the Wi-Fi or Wi-Fi Direct connection did not complete. Check the settings, and check the signal conditions.</td>
<td>page 7-5</td>
</tr>
</tbody>
</table>
| Cannot connect to Authentication Server. | — | Press [OK] and check the following items:  
  • Registration to Authentication Server  
  • Password and computer address for Authentication Server  
  • Connection of Network | page 9-3 |
| Cannot connect to the network. Check the network. | — | Unable to connect to the optional network. Check the optional network settings. | page 8-27 |
| Cannot connect. Multiple access points are enabled. | — | Is the push button on the multiple access points pressed simultaneously?  
Specify an access point which you want to use, and press the push button again.  
Retry the connection by specifying an access point after waiting for a while. | — |
| Cannot duplex print on this paper.*1 | Did you select a paper size/type that cannot be duplex printed? | Select [Alt] to select the available paper. Select [Continue] to print without using Duplex function. Select [Cancel] to cancel the job. | — |
| Cannot execute this job. Restricted by Authentication settings. | — | This job is canceled because it is restricted by Group Authentication settings. Select [OK]. | — |
| Cannot perform. | — | It is not possible to perform sanitization because a job is being processed, etc. | — |
| Cannot recognize. | — | Make sure your ID card has been registered. | page 9-11 |
| Cannot recognize ID card. | — | Make sure the USB connector of the ID card reader is correctly connected to the machine.  
If USB Host is set to [Block], change the setting to [Unblock]. | page 8-36 |
| Cannot remove the memory while in use. | — | This message is displayed when [Remove USB Drive] was selected while a USB drive was being used.  
The previous screen is displayed again 1 or 2 seconds. | page 5-13 |
| Cassette# not loaded. | — | The corresponding paper cassette is not installed. Install the cassette. | page 3-4 |
**Troubleshooting > Troubleshooting**

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check cassette #.</td>
<td>—</td>
<td>Open and then close the indicated cassette.</td>
<td>—</td>
</tr>
<tr>
<td>Close left cover.</td>
<td>Is there any cover which is open?</td>
<td>Close the cover indicated on the screen.</td>
<td>—</td>
</tr>
<tr>
<td>Close rear cover.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close top cover.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*1 When Auto Error Clear is set to [On], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:  
[Auto Err. Clear (page 8-34)]

---

**Enclose the IPv6 address in brackets [ ].**

- Checkpoints: —  
- Corrective Actions: The IPv6 address entered in the host name is not enclosed in brackets [ ]. To enter the IPv6 address, enclose the address in brackets [ ]. (e.g., [3ae3:9a0:cd05:b1d2:28a:1fc0:a1:0ae]:140)  
- Reference Page: —

**Error occurred. Turn the power switch off and on.**

- Checkpoints: —  
- Corrective Actions: Press the power switch to turn off, and then press it again to turn on. If this message still remains, press the power switch to turn off, and contact your service representative.  
- Reference Page: —

---

**Failed to get the network user information.**

- Checkpoints: —  
- Corrective Actions: An error occurred when obtaining user information after the authentication. Log in again.  
- Reference Page: —

**File was deleted. Check the document box.**

- Checkpoints: —  
- Corrective Actions: The file or box selected does not exist. Check that the box has not been deleted, or that the file has not been deleted or moved.  
- Reference Page: —

---

**Incorrect account ID.**

- Checkpoints: —  
- Corrective Actions: The Account ID does not match. Check the registered Account ID.  
- Reference Page: page 9-16

**Incorrect account ID. Press [OK].**

- Checkpoints: —  
- Corrective Actions: The account ID was incorrect when processing the job externally. The job is canceled. Select [OK].  
- Reference Page: page 9-17
### Troubleshooting

#### Incorrect ID.
- The user ID entered for a private job is not correct. Check the user ID that you specified on the printer driver.

#### Incorrect password.
- The password does not match the password set. Enter the correct password.

#### Incorrect login user name or password.
- The NTLM server rejected the authentication. Enter the correct Login User Name or Password.

#### Incorrect login user name or password. Job is canceled.*1
- The login user name or password was incorrect when processing the job externally. Select the [OK] key.

*1 When Auto Error Clear is set to [On], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

    ➤ [Auto Err. Clear](page 8-34)

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Accounting restriction exceeded. Press [OK].</td>
<td>Is the acceptable printing count restricted by Job Accounting exceeded?</td>
<td>The printing count exceeded the acceptable count restricted by Job Accounting. Cannot print any more. This job is canceled. Select [OK].</td>
<td>page 9-23</td>
</tr>
<tr>
<td>Job not stored. Press [OK].</td>
<td>—</td>
<td>The job is canceled. Select the [OK] key.</td>
<td>—</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>KPDL error. Press [OK].*1</td>
<td>—</td>
<td>Select the [OK] key.</td>
<td>—</td>
</tr>
</tbody>
</table>

*1 When Auto Error Clear is set to [On], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

    ➤ [Auto Err. Clear](page 8-34)
### Message | Checkpoints | Corrective Actions | Reference Page
--- | --- | --- | ---
Limit exceeded. You cannot add any more. | — | The added box exceeded the maximum number of box. Delete it if there is a unnecessary box. | page 5-7

Load paper in cassette #. A4
↑↓ (Displayed alternately)
Different paper size is set.
Check paper size. | Is the indicated cassette out of paper? | Load paper. Select [Alt.] to select the other paper source. Select the [OK] key to print on the paper in the currently selected paper source. | page 3-4

Load paper in Bulk Feeder. (paper size) (paper type) | Does the selected paper size matches the paper size loaded in the specified paper source? | No paper in the Bulk Feeder matches the print data. Set paper in the MP tray. Press [Continue] to resume printing. If you want to print from a different paper source, press [Alt] to display [Alternative:] and you can change the source for paper feeding. You can abandon printing by pressing [Cancel]. | —

Load paper in cassette #. (paper size) (paper type) | Does the selected paper size matches the paper size loaded in the specified paper source? | Load paper. Select [Alt.] to select the other paper source. Select the [Continue] key to print on the paper in the currently selected paper source. Select [Cancel] to cancel the job. | page 3-4

Load paper in MP tray. (paper size) (paper type) | — | This message is displayed when [Low] was selected in Security Level. | page 3-11

Low security | — | This message is displayed when [Low] was selected in Security Level. | page 8-37
### Troubleshooting > Troubleshooting

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machine failure. Call service.</td>
<td>—</td>
<td>An error has occurred in the machine. Make a note of the error code displayed on the message display, and contact your service representative.</td>
<td>—</td>
</tr>
</tbody>
</table>
| Memory is full. Print job cannot be processed completely.*1 | — | Unable to continue the job as the memory is used up. Press [Continue] to print the scanned pages. The print job cannot be processed completely. Press [Cancel] to cancel the job. The machine may reproduce the same originals by arranging the following settings:  
  • Select [On] of RAM Disk Setting in System Menu, and then decrease the RAM disk size.  
  • Select [Printer Priority] of Optional Memory in System Menu.  
  **NOTE**  
  Before changing the RAM Disk Setting or Optional Memory setting, contact your administrator. | page 11-3 |

*1 When Auto Error Clear is set to [On], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:  
➤ Auto Err. Clear (page 8-34)

<table>
<thead>
<tr>
<th>Message</th>
<th>Checkpoints</th>
<th>Corrective Actions</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>No multi copies. Press [OK].</td>
<td>—</td>
<td>Only one copy is available. Press [OK] to continue printing.</td>
<td>—</td>
</tr>
<tr>
<td>Non-genuine Toner. Press [Help].</td>
<td>Is the installed toner container our own brand?</td>
<td>The manufacturer assumes no responsibility for damage caused by a non-genuine toner. When you want to use the toner container currently installed, select the [OK] key and the [Cancel] key simultaneously for 3 seconds or more.</td>
<td>—</td>
</tr>
<tr>
<td>Message</td>
<td>Checkpoints</td>
<td>Corrective Actions</td>
<td>Reference Page</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------</td>
<td>------------------------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Paper jammed at MP tray.</td>
<td>—</td>
<td>If a paper jam occurs, the machine will stop and the location of the jam will be indicated on the screen. Leave the machine on and select [Help]. Follow the instruction to remove the jammed paper.</td>
<td>page 10-24</td>
</tr>
<tr>
<td>Paper jammed in Cassette #</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper jammed in the back of Cassette 1.</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper path error.</td>
<td>—</td>
<td>There is no paper cassette in the printer, or the cassette is not inserted properly. After reinserting the paper cassette, you should be able to print. When two or more optional feeders are installed and the lowest one is selected, the same message will appear if any of the upper paper feeder and the printer cassette is improperly installed.</td>
<td></td>
</tr>
<tr>
<td>Set cassette.</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RAM disk error. Press [OK].</td>
<td>—</td>
<td>An error has occurred on the RAM disk. Job is canceled. Select the [OK] key.</td>
<td></td>
</tr>
<tr>
<td>Refreshing drum...</td>
<td>—</td>
<td>The machine is under the adjustment to maintain its quality. Please wait.</td>
<td></td>
</tr>
<tr>
<td>Please wait.</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registered numbers exceeded.</td>
<td>—</td>
<td>There are already 100 accounts registered so it is not possible to register any new accounts.</td>
<td>page 9-17</td>
</tr>
<tr>
<td>Cannot add.</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replace MK.</td>
<td>—</td>
<td>Replace Maintenance Kit which is displayed on the message display. Replacement of the maintenance kit is necessary and requires professional servicing. Contact your Service Representative.</td>
<td></td>
</tr>
<tr>
<td>Restricted by Job Accounting.</td>
<td>—</td>
<td>This job is canceled because it is restricted by Job Accounting. Select [OK].</td>
<td>page 9-23</td>
</tr>
<tr>
<td>Press [OK].</td>
<td>—</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replace the toner.</td>
<td>—</td>
<td>Replace the toner container to our specified toner container.</td>
<td>page 10-4</td>
</tr>
<tr>
<td>Message</td>
<td>Checkpoints</td>
<td>Corrective Actions</td>
<td>Reference Page</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
<td>--------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>SD card error. Press [OK].</td>
<td>—</td>
<td>An error has occurred on the SD card. Job is canceled. Select [OK]. The error cord is as follows. 04: Insufficient space on the SD card to complete this operation. Move data or delete unneeded data.</td>
<td>—</td>
</tr>
<tr>
<td>SSD error. Press [OK].</td>
<td>—</td>
<td>An error has occurred on SSD. Job is canceled. Select [End]. The error cords are as follows. 01: The amount of data that can be saved at once has been exceeded. Turn the power OFF/ON. If the error still occurs, divide the file into smaller files. If the error occurs after the file is divided, the specified file may be damaged. Delete the file. 04: Insufficient space on SSD to complete this operation. Move data or delete unneeded data.</td>
<td>—</td>
</tr>
<tr>
<td>The device cannot be connected because allowed connections would be exceeded.</td>
<td>Are three handheld devices connected simultaneously?</td>
<td>Cancel a connection to a portable device that is not being used, or set the machine's auto disconnect time to break portable device connections.</td>
<td>page 7-5</td>
</tr>
<tr>
<td>The file name already exists. You cannot copy.</td>
<td>—</td>
<td>Copying is not possible because data with the same file name exists at the destination. Delete the data with the same file name at the destination before copying.</td>
<td>page 5-10</td>
</tr>
<tr>
<td>The user name is not registered.</td>
<td>—</td>
<td>The login user name entered is not registered. Check the login user name.</td>
<td>page 9-3</td>
</tr>
<tr>
<td>The waste toner box is full.</td>
<td>Is the waste toner box full?</td>
<td>Replace the waste toner box.</td>
<td>page 10-9</td>
</tr>
<tr>
<td>The waste toner box is improperly installed.</td>
<td>—</td>
<td>The waste toner box is not installed correctly. Set it correctly.</td>
<td>page 10-9</td>
</tr>
<tr>
<td>This account ID is already registered.</td>
<td>—</td>
<td>The account ID set has already been registered. Register a different account ID.</td>
<td>page 9-17</td>
</tr>
<tr>
<td>This login user name already registered.</td>
<td>—</td>
<td>The changed login user name has already been registered. Set a different login user name.</td>
<td>page 9-3</td>
</tr>
<tr>
<td>Message</td>
<td>Checkpoints</td>
<td>Corrective Actions</td>
<td>Reference Page</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-------------</td>
<td>--------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Toner is low.</td>
<td>—</td>
<td>It is almost time to replace the toner container. Obtain a new toner container.</td>
<td>—</td>
</tr>
<tr>
<td>Top tray is full of paper. Remove the paper.</td>
<td>—</td>
<td>Remove paper from the top tray. Printing then resumes.</td>
<td>—</td>
</tr>
<tr>
<td>Unknown Toner Installed. PC</td>
<td>Does the installed toner container’s regional specification match the machine’s?</td>
<td>Install the specified toner container.</td>
<td>—</td>
</tr>
<tr>
<td>USB drive error. Press [OK].</td>
<td>—</td>
<td>An error occurred in the USB drive. The job stopped. Select the [OK] key. The error cord is as follows. 01: The amount of data that can be saved at once has been exceeded. Turn the power OFF/ON. If the error still occurs, the USB drive is not compatible with the machine. Use the USB drive formatted by this machine. If the USB drive cannot be formatted, it is damaged. Connect a compatible USB drive.</td>
<td>—</td>
</tr>
</tbody>
</table>

10-23
Clearing Paper Jams

If a paper jam occurs, the message display will display "Paper Jam." and the machine will stop. Refer to these procedures to remove the jammed paper.

Jam Location Indicators

If a paper jam occurs, the location of the jam will be displayed on the message display as well as the clearing instructions.

<table>
<thead>
<tr>
<th>Paper Jam Location Indicator</th>
<th>Paper Jam Location</th>
<th>Reference Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Multi Purpose Tray</td>
<td>page 10-25</td>
</tr>
<tr>
<td>B</td>
<td>Cassettes 1 to 5</td>
<td>page 10-26</td>
</tr>
<tr>
<td>C</td>
<td>Duplex Unit</td>
<td>page 10-27</td>
</tr>
<tr>
<td>D</td>
<td>Inside the Machine</td>
<td>page 10-28</td>
</tr>
<tr>
<td>E</td>
<td>Inner Tray / Inside Rear Cover</td>
<td>page 10-29</td>
</tr>
<tr>
<td>F</td>
<td>Bulk Feeder</td>
<td>page 10-31</td>
</tr>
<tr>
<td>G</td>
<td>Duplex unit (when Bulk Feeder is installed)</td>
<td>page 10-32</td>
</tr>
</tbody>
</table>

After you remove the jam, the machine will warm up again and the error message will be cleared. The machine resumes with the page that was printing when the jam occurred.
Precautions with Paper Jams

- Do not reuse jammed papers.
- If the paper tears during removal, be sure to remove any loose scraps of paper from inside the machine. Scraps of paper left in the machine could cause subsequent jamming.

**CAUTION**

The fixing unit is extremely hot. Take sufficient care when working in this area, as there is a danger of getting burned.

Multi Purpose Tray

1

2
Cassettes 1 to 5

Procedures for handling a paper jam in Cassettes 1 to 5 are all the same. This section explains procedures using Cassette 1 as an example.
Duplex Unit

1

2

3
Inside the Machine

1

If the jammed paper appears to be pinched by rollers, pull it along the normal running direction of the paper.

If you cannot find a paper jam, try checking inside the rear of the printer.

Inner Tray / Inside Rear Cover (page 10-29)
Inner Tray / Inside Rear Cover

1

2
If you cannot find a paper jam, try checking inside the rear of the machine.

⚠️ **CAUTION**
The fixing unit is extremely hot. Take sufficient care when working in this area, as there is a danger of getting burned.
Bulk Feeder

1

2

3
Duplex unit (when Bulk Feeder is installed)

1

2

3
11 Appendix

This chapter explains the following topics:

Optional Equipment ......................................................................................................................... 11-2
  Overview of Optional Equipment .................................................................................................. 11-2
  Optional Function ....................................................................................................................... 11-7
Character Entry Method .................................................................................................................... 11-9
  Using the Keys ............................................................................................................................ 11-9
  Selecting Type of Characters ..................................................................................................... 11-10
  Characters That Can be Entered Using the Numeric Keys ....................................................... 11-10
  Entering Symbols ....................................................................................................................... 11-11
  Entering Characters ................................................................................................................... 11-11
Paper ............................................................................................................................................... 11-13
  Basic Paper Specifications ....................................................................................................... 11-13
  Choosing the Appropriate Paper .............................................................................................. 11-14
  Special Paper ............................................................................................................................. 11-17
Specifications .................................................................................................................................. 11-21
  Machine ...................................................................................................................................... 11-21
  Printer Functions ....................................................................................................................... 11-23
  Paper Feeder (500-sheet) (Option) ............................................................................................. 11-23
  Bulk Paper Feeder (2000-sheet) (Option) .................................................................................... 11-24
Glossary ........................................................................................................................................... 11-25
Optional Equipment

Overview of Optional Equipment

The following optional equipment is available for the machine.

- (1) Card Authentication Kit(B)
- (2) PF3110
- (3) CA-3100
- (4) Expansion Memory
- (5) SD Memory Card SDHC Memory Card
- (6) HD-6/HD-7
- (7) IB-50
- (8) IB-51
- (9) Parallel Interface Kit IB-32B
- (10) PT-320
- (11) IB-36
- (12) PF-3100
- (13) UG-33
- (14) USB Keyboard
(1) **Card Authentication Kit(B) "Card Authentication Kit"

User login administration can be performed using ID cards. To do so, it is necessary to register ID card information on the previously registered local user list. For more information about how to register this information, refer to the following:

- Card Authentication Kit(B) Operation Guide

(2) **PF-3110 "Paper Feeder (500-sheet x1)"

Up to four additional cassettes identical to the machine's cassettes can be installed in the machine. Loading method are the same as the standard cassettes.

- Loading in the Cassettes (page 3-4)

(3) **CA-3100 "Castor kit"

If you are attaching Paper Feeder (500-sheet x1) to the printer and installing it on the floor, you can use the castor kit to maintain the machine's stability.

(4) **"Expansion Memory"

The machine can perform the more multiple jobs simultaneously by adding more memories. You can increase the machine's memory up to 2,560 MB by plugging in the optional memory modules.

**Precautions for Handling the Memory Modules**

To protect electronic parts, discharge static electricity from your body by touching a water pipe (faucet) or other large metal object before handling the memory modules. Or, wear an antistatic wrist strap, if possible, when you install the memory modules.
(5) "SD/SDHC Memory Card"

An SD/SDHC memory card is useful for storing fonts, macros, and overlays. The machine is equipped with a slot for an SDHC memory card with a maximum size of 32 GB, and an SD memory card with a maximum size of 2 GB.

**Reading the SD/SDHC Memory Card**

Once inserted in the machine's slot, the contents of the SD/SDHC memory card can be read from the operation panel or automatically when you power on or reset the machine.

**Installing and Formatting the SD/SDHC Memory Card**

To use an unused SD/SDHC memory card, you must first use the machine to format the SD/SDHC memory card.

1. Turn off the machine and disconnect the power cord and interface cable.

2. Remove the cover.

3. Insert the SD/SDHC memory card into the SD/SDHC memory card slot.
4 Replace the covers and close the rear cover.

5 Insert the power cord into the socket and turn on the power switch.

6 Format the SD/SDHC memory card from the operation panel. For the procedure for formatting, refer to the following:
   ➤ Format SD Card (page 8-32)

(6) HD-6/HD-7 "SSD"
With SSD installed in the machine, received data can be rasterized and stored on this SSD. This enables high-speed printing of multiple copies using an electric sort function. Also, you can use the Document Box functions.
   ➤ What is Document Box? (page 5-3)
   The security function can be used by installing the SSD.
   ➤ Data Security (page 8-37)
   ➤ Data Encryption/Overwrite OPERATION GUIDE

(7) IB-50 "Network Interface Kit"
The Network Interface Kit provides a high-speed connection for the Gigabit-per-second interface. Settings are possible for a variety of OS and network protocols.
   ➤ IB-50 User’s Manual

(8) IB-51 "Wireless Network Interface Kit"
This is a wireless LAN interface card which supports the wireless LAN specifications IEEE802.11n (Max 300 Mbps) and 11 g/b.
With the utilities supplied, settings are possible for a variety of OS and network protocols.
   ➤ IB-51 User’s Manual
(9) Parallel Interface Kit (IB-32B)
The parallel interface kit supports communications speeds up to 2 Mbps. Use a parallel printer cable when this option is used.  
IB-32B User’s Manual

(10) PT-320 "Rear Tray"
Use the faceup output tray when you wish paper to be stacked with the printed side facing up (reverse order). The rear tray can only be used for printing from a PC.

Installing the Rear Tray

1. Install the paper stopper according to the size of paper to be used.

2. Install the rear tray on the rear of the machine.

(11) Wireless Network Interface Kit (IB-36)
This is a wireless LAN Interface card which supports the wireless LAN specifications IEEE802.11n (Max 65 Mbps) and 11 g/b. In addition, network printing is possible without using the wireless LAN router because Wi-Fi Direct is supported.

(12) PF-3100 Bulk Paper Feeder
Holds approximately 2,000 sheets of 76 to 216 mm × 148 to 305 mm size paper. This bulk paper feeder can be attached to the front of the printer after the MP tray has been removed.

(13) UG-33 "ThinPrint Option"
This application allows print data to be printed directly without a print driver.

(14) USB Keyboard "USB Keyboard"
A USB keyboard can be used to enter information into the text fields on the operation panel. A special mount is also available to install the keyboard on the machine. Please contact your dealer or service representative for information on keyboards that are compatible with your machine before you purchase one.
Optional Function

The applications listed below are installed on this machine.

<table>
<thead>
<tr>
<th>Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Encryption (Data Encryption/Overwrite)</td>
</tr>
<tr>
<td>UG-33 (ThinPrint Option)*1</td>
</tr>
<tr>
<td>ID Card (Card Authentication Kit)*1</td>
</tr>
</tbody>
</table>

*1 This can be used on a trial basis for a limited time.

**NOTE**
- Restrictions such as the number of times the application can be used during the trial period differ depending on the application.
- If you change the date/time while using the trial version of an application, you will no longer be able to use the application.

Starting Application Use

Use the procedure below to start using an application.

1. [Menu] > [▲] [▼] key > [Op Functions] > [OK] key

   **NOTE**
   - If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.
   - The factory default login user name and login password are set as shown below.
     - Login User Name: 6000
     - Login Password: 6000

2. Select the desired application, and select the [OK] key.

3. [▲] [▼] key > [License On] > [OK] key

   **NOTE**
   - You can view detailed information on the selected application by selecting [Detail].

4. [▲] [▼] key > [Official] > [OK] key
   - To use the application as a trial, select [Trial] without entering the license key.

5. Enter the license key > [OK] key
   - Some applications do not require you to enter a license key. If the license key entry screen does not appear, go to Step 6.

6. Select [Yes].

   **NOTE**
   - If you started the Data Encryption/Overwrite or Thin Print option, turn the power OFF/ON.
Checking Details of Application

Use the procedure below to check the details of application.

1. [Menu] > [▲] [▼] key > [Op Functions] > [OK] key

   ![NOTE]
   If the login user name entry screen appears during operations, enter a login user name and password, and select [Login]. For this, you need to login with administrator privileges.
   The factory default login user name and login password are set as shown below.

   | Login User Name: 6000 |
   | Login Password: 6000 |

2. Select the desired application, and select the [OK] key.

3. [▲] [▼] key > [Detail] > [OK] key
   You can view detailed information on the selected application. Select the [►] key to view the next screen. Select the [◄] key to return to the previous screen.
   The table below lists the item you can view.

<table>
<thead>
<tr>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Function Name</td>
</tr>
<tr>
<td>License On</td>
</tr>
<tr>
<td>Trial Counts</td>
</tr>
<tr>
<td>Date of Trial</td>
</tr>
<tr>
<td>Status</td>
</tr>
</tbody>
</table>

   **Extend the trial period.**
   [◄] [►] key > [Date of Trial] > [Extend] > [Yes]

   The trial period is extended.
# Character Entry Method

## Using the Keys

Use the following keys to enter characters.

![Character Entry Method Diagram](image)

<table>
<thead>
<tr>
<th>No.</th>
<th>Display/Key</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Message Display</td>
<td>Displays entered characters.</td>
</tr>
<tr>
<td>2</td>
<td>Arrow keys</td>
<td>Select to select the entry position, or select a character from the character list.</td>
</tr>
<tr>
<td>3</td>
<td>Numeric keys</td>
<td>Select to enter characters and symbols.</td>
</tr>
<tr>
<td>4</td>
<td>[Clear] key</td>
<td>Select to delete characters.</td>
</tr>
<tr>
<td>5</td>
<td>[OK] key</td>
<td>Select to finalize entry and return to the screen before the entry. To enter a symbol, select to confirm the selected symbol.</td>
</tr>
<tr>
<td>6</td>
<td>Right Select key</td>
<td>Select to select the type of characters you want to enter. (When [Text] is displayed)</td>
</tr>
<tr>
<td>7</td>
<td>Left Select key</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Cursor</td>
<td>Characters are entered at the position of the cursor.</td>
</tr>
</tbody>
</table>
Selecting Type of Characters

To enter characters, the following three types are available:

<table>
<thead>
<tr>
<th>Types</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABC</td>
<td>To enter alphabets.</td>
</tr>
<tr>
<td>123</td>
<td>To enter numerals.</td>
</tr>
<tr>
<td>Symbols</td>
<td>To enter symbols.</td>
</tr>
</tbody>
</table>

In a character entry screen, select [Text] to select the type of characters you want to enter.

Each time you select [Text], the character type switches as follows: [ABC], [123], [Symbols], [ABC] ...

Characters That Can be Entered Using the Numeric Keys

The following table lists the characters that can be entered using the numeric keys.

<table>
<thead>
<tr>
<th>Keys</th>
<th>Characters (Each press of a key changes the character in the order from left to right.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>. _ @ - ` / : ~ 1 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>2</td>
<td>a b c A B C 2 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>3</td>
<td>d e f D E F 3 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>4</td>
<td>g h i G H I 4 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>5</td>
<td>j k l J K L 5 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>6</td>
<td>m n o M N O 6 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>7</td>
<td>p q r s P Q R S 7 (Repeats from the first character on the left)</td>
</tr>
<tr>
<td>8</td>
<td>t u v T U V 8 (Repeats from the first character on the left)</td>
</tr>
</tbody>
</table>
### Entering Symbols
Symbols can be entered.

1. Select the [?] key. Displays the symbol list.

   ![Symbol List]

2. Select the [▲], [▼], [►] or [◄] key to move the cursor and select the symbol to be entered.

3. Select the [OK] key. The selected symbol is entered.

   ![Symbol Entry]

### Entering Characters
Follow the steps shown below to enter "R&D" for example.

1. Select the [7] key three times. [r] is entered.

   ![Character Entry 1]

2. Select the [*] key. [r] changes to [R].

   ![Character Entry 2]
3 Select the [►] key. The cursor moves to the right.

4 Select the [#] key. Displays the symbol list.

5 Select the [▲] or [▼] key to move the cursor and select [&].

6 Select the [OK] key. [&] is entered.

7 Select the [3] key four times. [D] is entered.

8 Select the [►] key.
Paper

This section explains the paper sizes and types that can be used in the paper source.

For details on the sizes, types, and number of sheets of paper that can be loaded in each paper tray, refer to the following:

Specifications (page 11-21)

Basic Paper Specifications

This machine is designed to print on standard copy paper as used in regular (‘dry’) copiers and page printers such as laser printers. It also supports a variety of other types of paper that conform to the specifications given in this appendix.

Be careful when choosing paper. Paper unsuitable for the machine may cause jams or may be wrinkled.

Supported Paper

Use standard copy paper for regular copiers or laser printers. The printing quality will be affected by the quality of paper. Poor quality paper may result in unsatisfactory output.

Basic Paper Specifications

The following table lists the specifications of paper that is supported with this machine. Refer to the subsequent sections for further details.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weight</td>
<td>Cassette: 60 to 120 g/m²</td>
</tr>
<tr>
<td></td>
<td>Multi purpose tray: 60 to 220 g/m²</td>
</tr>
<tr>
<td>Dimensional accuracy</td>
<td>±0.7 mm</td>
</tr>
<tr>
<td>Squareness of corners</td>
<td>90° ±0.2°</td>
</tr>
<tr>
<td>Moisture content</td>
<td>4 to 6%</td>
</tr>
<tr>
<td>Pulp content</td>
<td>80% or more</td>
</tr>
</tbody>
</table>

NOTE

Some recycled paper does not meet requirements for use with this machine as listed in the Basic Paper Specifications shown below, such as moisture or pulp content. For this reason, we recommend purchasing a small amount of recycled paper as a sample for testing prior to use. Choose recycled paper that gives the best printing results and contains low levels of paper dust.

We are not responsible for the problems occurred from the use of paper that does not conform to our specifications.
Choosing the Appropriate Paper

This section describes guidelines for choosing paper.

Condition

Avoid using paper with bent corners or that is curled, dirty, or torn. Do not use paper that has a rough surface or paper fiber lint, or that is especially delicate. Use of paper in any of these conditions will not only deliver poor copies but may also cause jams and shorten the useful life of the machine. Choose paper with a smooth and even surface; however, avoid coated paper or paper with a treated surface as it may damage the drum or fusing unit.

Ingredients

Do not use paper such as paper that has been coated or surface-treated or paper that contains plastic or carbon. Those types of paper may produce harmful fumes from the heat of printing and may damage the drum.

Be sure to use the standard paper that contains at least 80% pulp, i.e., not more than 20% of the total paper content consists of cotton or other fibers.

Supported Paper Sizes

Paper of the following sizes is supported by the machine.

Measurements in the table take into account a ±0.7 mm dimensional accuracy for length and width. Corner angles must be 90° ± 0.2°.

<table>
<thead>
<tr>
<th>Paper Size</th>
<th>Cassette 1</th>
<th>Cassettes 2 to 5</th>
<th>Multi Purpose Tray</th>
</tr>
</thead>
<tbody>
<tr>
<td>Envelope Monarch (3-7/8 × 7-1/2&quot;)</td>
<td>×</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Envelope #10 (4-1/8 × 9-1/2&quot;)</td>
<td>×</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Envelope DL (110 × 220 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Envelope C5 (162 × 229 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Executive (7-1/4 × 10-1/2&quot;)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Letter</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Legal</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>A4 (297 × 210 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>B5 (257 × 182 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>A5 (210 × 148 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>A6 (148 × 105 mm)</td>
<td>○</td>
<td>×</td>
<td>○</td>
</tr>
<tr>
<td>B6 (182 × 128 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Envelope #9 (3-7/8 × 8-7/8&quot;)</td>
<td>×</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Envelope #6 (3-5/8 × 6-1/2&quot;)</td>
<td>×</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>ISO B5 (176 × 250 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Hagaki (Cardstock) (100 × 148 mm)</td>
<td>×</td>
<td>×</td>
<td>○</td>
</tr>
<tr>
<td>Oufuku hagaki (Return postcard) (148 × 200 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Oficio II</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>216 × 340 mm</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>16K (273 × 197 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
</tbody>
</table>
Smoothness
The paper surface should be smooth, but it must be uncoated. With paper that is too smooth and slippery, several sheets may accidentally be supplied at once, causing jams.

Basis Weight
In countries that use the metric system, basis weight is the weight in grams of one sheet of paper one square meter in area. In the United States, basis weight is the weight in pounds of one ream (500 sheets) of paper cut to the standard size (or trade size) for a specific grade of paper. Paper that is too heavy or too light may be supplied incorrectly or cause paper jams, which may cause excessive wear of the machine. Mixed paper weight (i.e., thickness) may cause several sheets to be supplied at once accidentally and may also cause blurring or other printing problems if the toner fails to adhere correctly.

Moisture Content
Paper moisture content is the ratio of moisture to dryness expressed as a percentage. Moisture affects how the paper is supplied, the electrostatic chargeability of the paper, and how the toner adheres.

Paper moisture content varies depending on the relative humidity in the room. High relative humidity causes paper to become damp, making the edges expand so it appears wavy. Low relative humidity causes paper to lose moisture, making the edges tighten and weakening print contrast.

Wavy or tight edges may cause the paper to slip when it is supplied. Try to keep the moisture content between 4 to 6%.

To maintain the right level of moisture content, bear in mind the following considerations.

- Store paper in a cool, well-ventilated place.
- Store paper flat and unopened in the package. Once the package is opened, reseal it if the paper is not to be used for a while.
- Store paper sealed in the original package and box. Put a pallet under the carton to keep it raised above the floor. Especially during rainy seasons keep the paper a sufficient distance away from wooden or concrete floors.
- Before using paper that has been stored, keep it at the proper moisture level for at least 48 hours.
- Do not store paper where it is exposed to heat, sunlight, or dampness.

### Paper Size

<table>
<thead>
<tr>
<th>Paper Size</th>
<th>Cassette 1</th>
<th>Cassettes 2 to 5</th>
<th>Multi Purpose Tray</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statement</td>
<td></td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Folio (210 × 330 mm)</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Youkei 4 (105 × 235 mm)</td>
<td>×</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Youkei 2 (114 × 162 mm)</td>
<td>×</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Custom</td>
<td>Cassette 1:</td>
<td>105 × 148 to 216 × 356 mm</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cassettes 2 to 5:</td>
<td>92 × 162 to 216 × 356 mm</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multi Purpose Tray:</td>
<td>70 × 148 to 216 × 356 mm</td>
<td></td>
</tr>
</tbody>
</table>
Other Paper Specifications

**Porosity**: The density of the paper fibers.

**Stiffness**: Paper must be stiff enough or it may buckle in the machine, causing jams.

**Curl**: Most paper naturally tends to curl after the package is opened. When paper passes through the fixing unit, it curls upward slightly. To deliver flat printouts, load the paper so that the curl faces towards the bottom of the paper tray.

**Static electricity**: During printing, paper is electrostatically charged so that the toner adheres. Choose paper that can be discharged quickly so that copies do not cling together.

**Whiteness**: Paper whiteness affects print contrast. Use whiter paper for sharper, brighter copies.

**Quality**: Machine problems may occur if sheet sizes are not uniform or if corners are not square, edges are rough, sheets are uncut, or edges or corners are crushed. In order to prevent these problems, be especially careful when you cut the paper yourself.

**Packaging**: Choose paper that is properly packaged and stacked in boxes. Ideally, the packaging itself should have been treated with a coating to inhibit moisture.

**Specially treated paper**: We do not recommend printing onto the following types of paper, even if it conforms to the basic specifications. When you use these kinds of paper, purchase a small amount first as a sample to test.

- Glossy paper
- Watermarked paper
- Paper with an uneven surface
- Perforated paper
Special Paper

This section describes printing onto special paper and print media.

The following paper and media can be used.

- Transparencies
- Preprinted paper
- Bond paper
- Recycled paper
- Thin paper
- Letterhead
- Colored paper
- Prepunched paper
- Envelopes
- Hagaki (Cardstock)
- Thick paper
- Labels
- High-quality paper

When using these paper and media, choose those that are designed specifically for copiers or page printers (such as laser printers). Use the multi purpose tray for transparencies, thick paper, envelopes, cardstocks, and label paper.

Choosing Special Paper

Although special paper that meets the following requirements can be used with the machine, print quality will vary considerably due to differences in the construction and quality of special paper. Thus, special paper is more likely than regular paper to cause printing problems. Before purchasing special paper in volume, try testing a sample to ensure the print quality is satisfactory. General precautions when printing onto special paper are given below. Note that we are not responsible for any harm to the user or damage to the machine caused by moisture or specifications of special paper.

Select a cassette or multi purpose tray for special paper.

Transparencies

Transparencies must be able to withstand the heat of printing. Transparencies must meet the following conditions.

<table>
<thead>
<tr>
<th>Property</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heat resistance</td>
<td>Must withstand at least 190°C</td>
</tr>
<tr>
<td>Thickness</td>
<td>0.100 to 0.110 mm</td>
</tr>
<tr>
<td>Material</td>
<td>Polyester</td>
</tr>
<tr>
<td>Dimensional accuracy</td>
<td>±0.7 mm</td>
</tr>
<tr>
<td>Squareness of corners</td>
<td>90° ±0.2°</td>
</tr>
</tbody>
</table>

To avoid problems, use the multi purpose tray for transparencies and load transparencies with the long side facing the machine.

If transparencies jam frequently at output, try pulling the leading edge of sheets gently as they are ejected.
Label

Be sure to feed labels from the multi purpose tray.

For selecting labels, use extreme care so that the adhesive may not come in direct contact with any part of the machine and that the labels are not easily peeled from the carrier sheet. Adhesives that stick to the drum or rollers and peeled labels remaining in the machine may cause a failure.

When printing onto labels, you must be liable for the print quality and possible trouble.

Labels consist of three layers as shown in the illustration. The adhesive layer contains materials that are easily affected by the force applied in the machine. The carrier sheet bears the top sheet until the label is used. This composition of labels may cause more problems.

The label surface must be covered completely with the top sheet. Gaps between labels may cause peeling of labels, resulting in a serious failure.

Some label paper has large margins on the top sheet. When using such paper, do not peel these margins from the carrier sheet before completing output.

Use label paper that conforms to the following specifications.

<table>
<thead>
<tr>
<th>Specification</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top sheet weight</td>
<td>44 to 74 g/m²</td>
</tr>
<tr>
<td>Basis weight (overall paper weight)</td>
<td>104 to 151 g/m²</td>
</tr>
<tr>
<td>Top sheet thickness</td>
<td>0.086 to 0.107 mm</td>
</tr>
<tr>
<td>Overall paper thickness</td>
<td>0.115 to 0.145 mm</td>
</tr>
<tr>
<td>Moisture content</td>
<td>4 to 6 % (composite)</td>
</tr>
</tbody>
</table>
Hagaki (Cardstock)

Before loading Hagaki (Cardstock) into the multi purpose tray, fan them and align the edges. If the Hagaki (Cardstock) paper is curled, straighten it before loading. Printing onto curled Hagaki (Cardstock) may cause jams.

Use unfolded Oufuku hagaki (Return postcard) (available at post offices). Some Hagaki (Cardstock) may still have rough edges developed by a paper cutter on the back side. Remove any such rough edges by placing the Hagaki (Cardstock) on a flat surface and rubbing the edges gently a few times with a ruler.

Envelopes

Envelopes should be fed from the MP tray with the print-side up or the optional paper feeder with the print-side up.

**NOTE**

Do not load paper above the load limits located on the paper width guide of the optional paper feeder.

Due to the structure of envelopes, printing evenly over the entire surface may not be possible in some cases. Thin envelopes in particular may be wrinkled by the machine in some cases as they pass through. Before purchasing envelopes in volume, try testing a sample to ensure the print quality.

Storing envelopes for a long period may cause them to become wrinkled. Thus, keep the package sealed until you are ready to use them.

Keep the following points in mind.

- Do not use envelopes with exposed adhesive. In addition, do not use the type of envelope in which the adhesive is exposed after the top layer is peeled off. Serious damage may be caused if the paper covering the adhesive comes off in the machine.
- Do not use envelopes with certain special features. For example, do not use envelopes with a grommet for winding a string to close the flap or envelopes with an open or film-covered window.
- If paper jams occur, load fewer envelopes at once.

Thick Paper

Before loading thick paper in the multi purpose tray, fan it and align the edges. Some thick paper may still have rough edges developed by a paper cutter on the back side. Remove any such rough edges just as with Hagaki (Cardstock) by placing the paper on a flat surface and rubbing the edges gently a few times with a ruler. Printing onto paper with rough edges may cause jams.

**NOTE**

If the paper is not supplied correctly even after it is smoothed, load the paper in the multi purpose tray with the leading edge raised a few millimeters.
Colored Paper

Colored paper must conform to the specifications.

- Basic Paper Specifications (page 11-13)

In addition, the pigments in the paper must be able to withstand the heat of printing (up to 200°C or 392°F).

Preprinted Paper

Preprinted paper must conform to the specifications.

- Basic Paper Specifications (page 11-13)

The colored ink must be able to withstand the heat of printing. It must be resistant to silicone oil as well. Do not use paper with a treated surface such as glossy paper used for calendars.

Recycled Paper

Recycled paper must conform to the specifications; however, its whiteness may be considered separately.

- Basic Paper Specifications (page 11-13)

**NOTE**

Before purchasing recycled paper in volume, try testing a sample to ensure satisfactory print quality.
Specifications

IMPORTANT
Specifications are subject to change without notice.

Machine

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Type</strong></td>
<td>Desktop</td>
</tr>
<tr>
<td><strong>Printing Method</strong></td>
<td>Electrophotography by semiconductor laser</td>
</tr>
<tr>
<td><strong>Paper Weight</strong></td>
<td><strong>Cassette</strong> 60 to 120 g/m²</td>
</tr>
<tr>
<td></td>
<td><strong>Multi Purpose Tray</strong> 60 to 220 g/m²</td>
</tr>
<tr>
<td><strong>Paper Type</strong></td>
<td><strong>Cassette</strong> Plain, Rough, Recycled, Preprinted, Bond, Color (Colour), Prepunched, Letterhead, High Quality, Custom 1 to 8 (Duplex: Same as Simplex)</td>
</tr>
<tr>
<td></td>
<td><strong>Multi Purpose Tray</strong> Plain, Transparency (OHP film), Rough, Vellum, Labels, Recycled, Preprinted, Bond, Cardstock, Color (Colour), Prepunched, Letterhead, Envelope, Thick, High Quality, Custom 1 to 8</td>
</tr>
<tr>
<td><strong>Paper Size</strong></td>
<td><strong>Cassette</strong> A4, A5, A5 (Landscape), A6, B5, B6, Letter, Legal, Statement, Statement (Landscape)¹, Executive, Oficio II, Folio, 216 × 340 mm, 16K, B5 (ISO), Envelope DL, Envelope C5, Oufuku Hagaki, Custom (105 × 148 to 216 × 356 mm)</td>
</tr>
<tr>
<td></td>
<td><strong>Multi Purpose Tray</strong> A4, A5, A5 (Landscape), A6, B5, B6, Folio, 216 × 340 mm, Letter, Legal, Statement, Statement (Landscape), Executive, Oficio II, 16K, B5 (ISO), Envelope #10, Envelope #9, Envelope #6 3/4, Envelope Monarch, Envelope DL, Envelope C5, Hagaki (Cardstock), Oufuku Hagaki (Return postcard), Youkei 4, Youkei 2, Custom (70 × 148 mm to 216 × 356 mm) Banner sheet (216 × 470.1 mm to 216 × 915 mm)</td>
</tr>
<tr>
<td><strong>Warm-up Time</strong></td>
<td><strong>Power on</strong> 25 seconds or less</td>
</tr>
<tr>
<td></td>
<td><strong>Sleep</strong> 25 seconds or less</td>
</tr>
<tr>
<td><strong>Paper Capacity</strong></td>
<td><strong>Cassette</strong> 500 sheets (80 g/m²)²</td>
</tr>
<tr>
<td></td>
<td><strong>Multi Purpose Tray</strong> 100 sheets (80 g/m²)</td>
</tr>
</tbody>
</table>

¹ Inch models only
² Up to upper limit height line in the cassette.
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Output Tray Capacity</strong></td>
<td><strong>Top tray</strong> 500 sheets (80 g/m²)</td>
</tr>
<tr>
<td><strong>Image Write System</strong></td>
<td>Semiconductor laser and electrophotography</td>
</tr>
<tr>
<td><strong>Memory</strong></td>
<td>512 MB</td>
</tr>
<tr>
<td><strong>Interface</strong></td>
<td><strong>Standard</strong> USB Interface Connector: 1 (Hi-Speed USB)</td>
</tr>
<tr>
<td></td>
<td>Network interface: 1 (10 BASE-T/100 BASE-TX/1000 BASE-T)</td>
</tr>
<tr>
<td></td>
<td>USB Port: 2 (Hi-Speed USB)</td>
</tr>
<tr>
<td><strong>Option</strong></td>
<td>eKUIO: 1</td>
</tr>
<tr>
<td><strong>Operating Environment</strong></td>
<td><strong>Temperature</strong> 10 to 32.5°C/50 to 90.5°F</td>
</tr>
<tr>
<td></td>
<td><strong>Humidity</strong> 15 to 80 %</td>
</tr>
<tr>
<td></td>
<td><strong>Altitude</strong> 3,500 m/11,482 ft maximum</td>
</tr>
<tr>
<td></td>
<td><strong>Brightness</strong> 1,500 lux maximum</td>
</tr>
<tr>
<td><strong>Dimension (W × D × H)</strong></td>
<td>16.38&quot; × 16.16&quot; × 14.30&quot;</td>
</tr>
<tr>
<td></td>
<td>416 × 410 × 363 mm</td>
</tr>
<tr>
<td><strong>Weight (without toner container)</strong></td>
<td>Approx. 33.8 lb/Approx. 15.3 kg</td>
</tr>
<tr>
<td><strong>Space Required (W × D)</strong></td>
<td><strong>(Using multi purpose tray)</strong></td>
</tr>
<tr>
<td></td>
<td>15.87&quot; × 23.63&quot;</td>
</tr>
<tr>
<td></td>
<td>403 × 600 mm</td>
</tr>
<tr>
<td><strong>Power Source</strong></td>
<td>120 V Specification Model: 120 V ～ 60 Hz 10.0 A</td>
</tr>
<tr>
<td></td>
<td>230 V Specification Model: 220 - 240 V ～ 50/60 Hz 5.6 A</td>
</tr>
</tbody>
</table>
| **The power consumption of the product in networked standby (If all network ports are connected.)** | The information is available at the website below.  
https://www.kyoceradocumentsolutions.eu/index/environment/green_products/low_power_consumption.html |
| **Options**                      | ➤ **Optional Equipment (page 11-2)**                                         |
## Printer Functions

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Printing Speed</strong></td>
<td></td>
</tr>
<tr>
<td>A4</td>
<td>60 sheets/min</td>
</tr>
<tr>
<td>Letter</td>
<td>62 sheets/min</td>
</tr>
<tr>
<td>Legal</td>
<td>50 sheets/min</td>
</tr>
<tr>
<td>B5</td>
<td>48 sheets/min</td>
</tr>
<tr>
<td>A5</td>
<td>32 sheets/min</td>
</tr>
<tr>
<td>A5 (Landscape)</td>
<td>90 sheets/min</td>
</tr>
<tr>
<td>Statement</td>
<td>32 sheets/min</td>
</tr>
<tr>
<td>Statement (Landscape)</td>
<td>92 sheets/min</td>
</tr>
<tr>
<td>A6</td>
<td>32 sheets/min</td>
</tr>
<tr>
<td><strong>First Print Time (A4, feed from Cassette)</strong></td>
<td>4.5 seconds or less</td>
</tr>
<tr>
<td><strong>Resolution</strong></td>
<td>Fast1200, Fine1200, 600 dpi</td>
</tr>
<tr>
<td><strong>Interface</strong></td>
<td>USB Interface Connector: 1 (Hi-Speed USB)</td>
</tr>
<tr>
<td></td>
<td>Network interface: 1 (10 BASE-T/100 BASE-TX/1000 BASE-T)</td>
</tr>
<tr>
<td></td>
<td>Optional Interface (Option): 1 (For IB-50/IB-51 mounting)</td>
</tr>
<tr>
<td></td>
<td>Wireless LAN (Option): 1 (For IB-36 mounting)</td>
</tr>
<tr>
<td><strong>Page Description Language</strong></td>
<td>PRESCRIBE</td>
</tr>
<tr>
<td><strong>Emulations</strong></td>
<td>PCL6 (PCL-XL, PCL5e), KPDL3, XPS, Open XPS, TIFF/JPEG, IBM Proprinter, LQ-850, LinePrint</td>
</tr>
</tbody>
</table>

## Paper Feeder (500-sheet) (Option)

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paper Supply Method</strong></td>
<td>Friction roller feeder (No. Sheets: 500, 80 g/m²)</td>
</tr>
<tr>
<td><strong>Paper Size</strong></td>
<td>A4, A5, B5, B6, Folio, Letter, Legal, Statement, Executive, Oficio II, 216 × 340 mm, 16K, B5 (ISO), Envelope #10, Envelope #8, Envelope #6 3/4, Envelope Monarch, Envelope DL, Envelope C5, Ofufuku Hagaki (Return postcard), Youkei 4, Youkei 2, Custom (92 × 162 to 216 × 356 mm)</td>
</tr>
<tr>
<td><strong>Supported Paper</strong></td>
<td>Paper weight: 60 to 120 g/m²</td>
</tr>
<tr>
<td></td>
<td>Media types: Plain, Rough, Recycled, Preprinted, Bond, Color (Colour), Prepunched, Letterhead, Letter, High Quality, Custom 1 to 8</td>
</tr>
<tr>
<td><strong>Dimensions (W) × (D) × (H)</strong></td>
<td>14.97” × 16.16” × 4.77”</td>
</tr>
<tr>
<td></td>
<td>380 × 410 × 121 mm</td>
</tr>
<tr>
<td><strong>Weight</strong></td>
<td>8.4 lbs. or less/ 3.8 kg or less</td>
</tr>
</tbody>
</table>
## Bulk Paper Feeder (2000-sheet) (Option)

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paper size</strong></td>
<td>Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, A4, B5, A5, A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, Hagaki, Oufuku Hagaki, 16K, Statement, Youkei 2 and Youkei 4</td>
</tr>
<tr>
<td><strong>Paper type</strong></td>
<td>Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, and CUSTOM 1 (to 8)</td>
</tr>
<tr>
<td><strong>Paper capacity</strong></td>
<td>2,000 sheets (75 g/m²)</td>
</tr>
</tbody>
</table>
| **Dimensions (W × D × H)** | 345 × 420 × 371 mm  
13 37/64 × 13 17/32 × 14 39/64" |
| **Weight**         | 7.5 kg or less (16.54 lbs or less)                                                                                                           |

**NOTE**
Consult your dealer or service representative for recommended paper types.
Glossary

Accessibility
The machine is designed featuring good accessibility even for the elderly and those who are physically challenged or visually impaired.

Apple Talk
AppleTalk offers file sharing and printer sharing and it also enables you to utilize application software that is on another computer on the same AppleTalk network.

Auto Form Feed Timeout
During data transmission, the machine may sometimes have to wait until receiving the next data. This is the auto form feed timeout. When the preset timeout passes, the machine automatically prints output. However, no output is performed if the last page has no data to be printed.

Auto-IP
Auto-IP is a module that enables dynamic IPv4 addresses to be assigned to a device on startup. However, DHCP requires a DHCP server. Auto-IP is a server-less method of choosing an IP address. IP addresses between 169.254.0.0 to 169.254.255.255 are reserved for Auto-IP and assigned automatically.

Auto Paper Selection
A function to automatically select paper in the same size as originals when printing.

Auto Sleep
A mode designed for electrical power saving, activated when the machine is left unused or there is no data transfer for a specific period. In Sleep mode, power consumption is kept to a minimum.

Bonjour
Bonjour, also known as zero-configuration networking, is a service that automatically detects computers, devices and services on an IP network. Bonjour, because an industry-standard IP protocol is used, allows devices to automatically recognize each other without an IP address being specified or DNS server being set. Bonjour also sends and receives network packets by UDP port 5353. If a firewall is enabled, the user must check that UDP port 5353 is left open so that Bonjour will run correctly. Some firewalls are set up so as to reject only certain Bonjour packets. If Bonjour does not run stably, check the firewall settings and ensure that Bonjour is registered on the exceptions list and that Bonjour packets are accepted. If you install Bonjour on Windows OS, the Windows firewall will be set up correctly for Bonjour.

Custom Box
The Custom Box function stores print data for each individual user on the printer and allows the user to print single or multiple copies of the stored data later using the printer’s operation panel.

Default Gateway
This indicates the device, such as a computer or router, that serves as the entrance/exit (gateway) for accessing computers outside the network that you are on. When no specific gateway is designated for a destination IP address, data is sent to the host designated as the Default Gateway.
DHCP (Dynamic Host Configuration Protocol)

Dynamic Host Configuration Protocol (DHCP) that automatically resolves IP addresses, subnet masks, and gateway addresses on a TCP/IP network. DHCP minimizes the load of network management employing a large number of client computers because it relieves individual clients including printers from the IP address being assigned.

DHCP (IPv6)

DHCP (IPv6) is the next-generation of the Internet's Dynamic Host Configuration Protocol and supports IPv6. It extends the BOOTP startup protocol that defines the protocols used for transferring configuration information to hosts on the network. DHCP (IPv6) permits the DHCP server to use its expanded functionality to send configuration parameters to an IPv6 node. Because the network addresses that can be used are allocated automatically, the IPv6 node management workload is reduced in systems where the administrator has to exercise close control over IP address allocation.

dpi (dots per inch)

A unit for resolution, representing the number of dots printed per inch (25.4 mm).

EcoPrint Mode

A printing mode that helps save toner. Copies made in this mode are thus lighter than normal.

Emulation

The function to interpret and execute other printers' page description languages. The machine emulates operation of PCL6, KPDL3 (PostScript 3 compatible).

FTP (File Transfer Protocol)

A protocol to transfer files on the TCP/IP network, whether the Internet or an intranet. Along with HTTP and SMTP/POP, FTP is now frequently used on the Internet.

Grayscale

A computer color expression. Displayed images of this sort are typically composed of shades of gray, varying from black at the weakest intensity to white at the strongest, without any other colors. Gray levels are displayed in numerical levels: that is, white and black only for 1 bit; 256 gray levels (including white and black) for 8 bits; and 65,536 gray levels for 16 bits.

IP Address

An Internet protocol address is a unique number that represents a specific computer or related device on the network. The format of an IP address is four sets of numbers separated by dots, e.g. 192.168.110.171. Each number should be between 0 and 255.

IPP

IPP (Internet Printing Protocol) is a standard that uses TCP/IP networks such as the Internet to enable print jobs to be sent between remote computers and printers. IPP is an extension of the HTTP protocol used to view websites and enables printing to be carried out via routers on printers in remote locations. It also supports the HTTP authentication mechanisms along with SSL server and client authentication as well as encryption.

Job Box

The Job Box function stores print data on the printer and allows users to print single or multiple copies of the stored data later using the printer's operation panel.
KPDL (Kyocera Page Description Language)
Kyocera’s PostScript page description language compatible with Adobe PostScript Level 3.

Multi Purpose (MP) Tray
The paper supply tray on the front side of the machine. Use this tray instead of the cassettes when printing onto envelopes, Hagaki (Cardstock), transparencies, or labels.

NetBEUI (NetBIOS Extended User Interface)
An interface, developed by IBM in 1985, as an update from NetBIOS. It enables more advanced functions on smaller networks than other protocols such as TCP/IP, etc. It is not suitable for larger networks due to lack of routing capabilities to choose the most appropriate routes. NetBEUI has been adopted by IBM for its OS/2 and Microsoft for its Windows as a standard protocol for file sharing and printing services.

Outline font
With outline fonts, character outlines are represented with numerical expressions and fonts can be enlarged or reduced in different ways by changing the numeric values of those expressions. Printing remains clear even if you enlarge fonts, since the characters are defined with outlines represented with numerical expressions. You can specify the font size in steps of 0.25 points up to 999.75 points.

PDF/A
This is “ISO 19005-1. Document management - Electronic document file format for long-term preservation - Part 1: Use of PDF (PDF/A)”, and is a file format based on PDF 1.4. It has been standardized as ISO 19005-1, and is a specialization of PDF, which has been mainly used for printing, for long-term storage. A new part, ISO 19005-2 (PDF/A-2), is currently being prepared.

POP3 (Post Office Protocol 3)
A standard protocol to receive E-mail from the server in which the mail is stored on the Internet or an intranet.

PostScript
A page description language developed by Adobe Systems. It enables flexible font functions and highly-functional graphics, allowing higher quality printing. The first version called Level 1 was launched in 1985, followed by Level 2 that enabled color printing and two-byte languages (e.g. Japanese) in 1990. In 1996, Level 3 was released as an update for the Internet access and PDF format as well as gradual improvements in implementation technologies.

PPM (prints per minute)
This indicates the number of A4 size printouts made in one minute.

Printer Driver
The software to enable you to print data created on any application software. The printer driver for the machine is contained in the DVD enclosed in the package. Install the printer driver on the computer connected to the machine.

RA(Stateless)
The IPv6 router communicates (transmits) information such as the global address prefix using ICMPv6. This information is the Router Advertisement (RA).
ICMPv6 stands for Internet Control Message Protocol, and is a IPv6 standard defined in the RFC 2463 "Internet Control Message Protocol (ICMPv6) for the Internet Protocol Version 6 (IPv6) Specification".
RAM Disk
Using part of the printer's memory as a virtual disk, you can set any amount of memory from overall printer memory as a RAM disk in order to use features such as electronic sorting (shortening print time).

SMTP (Simple Mail Transfer Protocol)
A protocol for E-mail transmission over the Internet or an intranet. It is used for transferring mail between mail servers as well as for sending mail from clients to their servers.

Status Page
The page lists machine conditions.

Subnet Mask
The subnet mask is a way of augmenting the network address section of an IP address.
A subnet mask represents all network address sections as 1 and all host address sections as 0. The number of bits in the prefix indicates the length of the network address. The term "prefix" refers to something added to the beginning and, in this context, indicates the first section of the IP address. When an IP address is written, the length of the network address is indicated by the prefix length after a forward slash (/). For example, "24" in the address "133.210.2.0/24". In this way, "133.210.2.0/24" denotes the IP address "133.210.2.0" with a 24-bit prefix (network section). This new network address section (originally part of the host address) made possible by the subnet mask is referred to as the subnet address. When you enter the subnet mask, be sure to set the "DHCP" setting to "Off".

TCP/IP (Transmission Control Protocol/Internet Protocol)
TCP/IP is a suite of protocols designed to define the way computers and other devices communicate with each other over a network.

TCP/IP (IPv6)
TCP/IP (IPv6) is based on the current Internet protocol, TCP/IP (IPv4). IPv6 is the next-generation Internet protocol and expands the available address space, which resolves the problem of the lack of addresses under IPv4, while also introducing other improvements such as additional security functionality and the capacity to prioritize data transmission.

TWAIN (Technology Without An Interesting Name)
A technical specification for connecting scanners, digital cameras, and other image equipment to computers. The TWAIN compatible devices enable you to process image data on any relevant application software. TWAIN is adopted on a large amount of graphic software (e.g. Adobe Photoshop) and OCR software.

USB (Universal Serial Bus) 2.0
A USB interface standard for Hi-Speed USB 2.0. The maximum transfer rate is 480 Mbps. This machine is equipped with USB 2.0 for high-speed data transfer.

WIA (Windows Imaging Acquisition)
A function to import images supported after Windows Me/XP from digital cameras and other peripheral devices. This function replaces what TWAIN used to do. The feature is provided as a part of Windows functions and improves ease of operation, so that you import images directly to My Computer without using any application.
Index

A
Accessibility 11-25
Adjustment/Maintenance 8-38
AirPrint 4-11
Anti-theft Lock Slot 2-2
Apple Talk 11-25
Auto Error Clear 8-34
Auto Form Feed Timeout 11-25
Auto Panel Reset 8-33
Auto Paper Selection 11-25
Auto Sleep 2-25, 11-25
Auto-IP 11-25
    Settings 8-16
Automatic 2-Sided Print Function 1-14

B
Bluetooth Set. 8-35
Bonjour 11-25
    Protocol Settings 8-18
Buzzer 8-31

C
Cables 2-6
Card Authentication Kit 11-3
Cassette
    Loading Paper 3-4, 3-8
    Paper Size and Media Type 3-15, 8-7, 8-8
Cassette 1 2-2
Cassette Settings 3-15
Cassettes 2 to 4 2-5
Castor kit 11-3
Character Entry Method 11-9
Checking the Counter 2-37
Checking the Remaining Amount of Toner 7-6
Cleaning 10-2
    Paper Transfer Unit 10-2
Coated Paper 11-20
Command Center RX 2-39
Connecting
    LAN Cable 2-7
    Power Cable 2-8
    USB cable 2-8
Connection Method 2-6
Conventions Used in This Guide  Xi
Counting the Number of Pages Printed
    Counter 2-37
    Each Job Account 9-24
    Print Accounting Report 9-25
    Unknown ID Job 9-27
Custom Box 11-25
    Creating a New Box 5-5
    Deleting Documents 5-10
    Editing and Deleting Custom Box 5-7
    Editing Documents 5-9
    Printing Documents 5-8
    Storing Documents 5-7

D
Data Security 8-37
Date 8-30
Date Format 8-30
Date Setting
    Date 8-30
    Date Format 8-30
    Summer Time 8-30
    Time 8-30
    Time Zone 8-30
Def. Screen(Box) 8-30
Default Gateway 11-25
    Settings 8-16
Del. after Print 6-5
Device 7-5
Device Common 8-30
    Bluetooth Set 8-35
    Buzzer 8-31
    Date Setting 8-30
    Def. Screen(Box) 8-30
    Disp. Backlight 8-32
    Display Brightness 8-32
    Display Status/Log 8-34
    Error Handling 8-32
    Format SD Card 8-32
    Format SSD 8-31
    Language 8-30
    Low Toner Alert 8-35
    RAM Disk Setting 8-31
    Timer Setting 8-33
    USB Keyboard Type 8-35
DHCP 11-26
    Settings 8-16
    DHCP (IPv6) 11-26
    Settings 8-17
    Disp. Backlight 8-32
    Display Brightness 8-32
    Display Status/Log 8-34
    DNS Server (IPv4)
        Settings 8-16
    DNS Server (IPv6)
        Settings 8-17
Document Box
    Custom Box 5-3, 5-5
    Job Box 4-12, 5-3
    USB Drive Box 5-4
    What is Document Box? 5-3
Document Processor
    Part Names 2-2
dpi 11-26
Duplex 6-4

E
EcoPrint 6-4, 11-26
E-mail Settings 2-45
Emulation 11-26
Encrypted PDF 6-5
Energy Saving Control Function 1-14
Energy Star (ENERGY STAR®) Program 1-14

Index-1
Enhanced WSD Protocol Settings 8-22
Enhanced WSD(SSL) Protocol Settings 8-23
EnhncdVNC ov SSL Protocol Settings 8-25
Entry
  File Name 6-5
  Environment 1-3
  Err. Clear Timer 8-34
  Error Handling 8-32
  Expansion Memory 11-3

F
File Name Entry 6-5
First Print Time 11-23
FTP 11-26
FTP(Server)
  Protocol Settings 8-19
Fuser Cover 2-3

G
Glossary 11-25
Google Cloud Print 4-11
GPL/LGPL 1-11
Grayscale 11-26
Group Authorization Set.
  Group Authorization 9-10
Guides Provided with the Machine  viii

H
Handles 2-2
Help 11-26
Help Screen 2-12
Host Name 8-13
HTTP
  Protocol Settings 8-21
HTTPS
  Protocol Settings 8-21

I
I/F Block Set. 8-36
Install
  Macintosh 2-35
  Software 2-27
  Uninstalling 2-34
  Windows 2-28
IP Address 11-26
  Settings 8-16
IP Filter (IPv4)
  Protocol Settings 8-18
IP Filter (IPv6)
  Protocol Settings 8-18
IPP 11-26
  Protocol Settings 8-20
IPP Over SSL
  Protocol Settings 8-21
IPSec
  Protocol Settings 8-18

J
Job
  Checking History 7-3
  Checking Status 7-2
  Displaying History Screen 7-3
  Displaying Status Screens 7-2
  Sending the Log History 7-4
Job Accounting 9-14
  Adding an Account 9-17
  Apply Limit 9-23
  Counting the Number of Pages Printed 9-24
  Deleting an Account 9-20
  Editing an Account 9-19
  Enabling Job Accounting 9-15
  Job Accounting Access 9-16
  Login 9-26
  Logout 9-26
  Overview of Job Accounting 9-14
  Print Accounting Report 9-25
  Printing 9-21
  Restricting the Use of the Machine 9-18
Job Box 11-26
  Deletion of Job Retention 4-21
  Private Print Box 4-13
  Proof and Hold Box 4-19
  Quick Copy Box 4-17
  Quick Copy Job Retention 4-21
  Specifying the Job Box from a Computer and Storing the Job 4-12
  Storage Media 4-21
  Stored Job Box 4-15
  Job Finish Notice 6-4

K
KPDL 11-27

L
Label 11-18
LAN Cable 2-6
  Connecting 2-7
Language 8-30
LDAP
  Protocol Settings 8-21
Legal Information 1-10
Limited Use of This Product 1-9
Login 2-13
Logout 2-14
Low Toner Alert 8-35
LPD
  Protocol Settings 8-20

M
Management 9-1
Manual Settings (IPv6) 8-17
Media Type Setting 8-9
Monotype Imaging License Agreement 1-12
Mopria 4-11
Multi Purpose Tray 2-3, 11-27
  Paper Size and Media Type 3-17, 8-6
N
NetBEUI 11-27
  Protocol Settings 8-19
Network
  Ping 8-25
  Preparation 2-25
  Primary Network 8-25
  Remote Operation 8-26
  Remote Serv.Set. 8-26
  Restart Network 8-26
  Settings 8-13
Network Interface 2-6
Network Interface Connector 2-3
Network Interface Kit 11-5
Network Settings
  Configuring the Wired Network 2-16
  Configuring the Wireless Network 2-19
  Wi-Fi Direct Set 2-23
Notice 1-2

O
Op Functions 8-39
OpenSSL License 1-11
Operation Panel 2-2
Option
  Card Authentication Kit 11-3
  Castor kit 11-3
  Expansion Memory 11-3
  Network Interface Kit 11-5
  Overview 11-2
  Paper Feeder 11-3
  SD Card 11-4
  SSD 11-5
  ThinPrint Option 11-6
  USB Keyboard 11-6
  Wireless Network Interface Kit 11-5
Option Interface 2-3
Optional Function 11-7
Optional Network 8-27
  Basic 8-29
  Wireless Network 8-27
Original SSLey License 11-11
Outline font 11-27

P
PanelReset Timer 8-33

Paper
  Checking the Remaining Amount of Paper 7-6
  Appropriate Paper 11-14
  Cassette 8-8
  Loading Cardstock 3-14
  Loading Envelopes 3-14
  Loading Paper 3-2
  Loading Paper in the Cassettes 3-4
  Loading Paper in the Multi Purpose Tray 3-11
  Loading Statement in the Cassettes 3-8
  Multi Purpose Tray 8-6
  Precaution for Loading Paper 3-3
  Size and Media Type 3-15, 11-13
  Special Paper 11-17
  Specifications 11-13
  Weight 8-9
Paper Feeder 11-3
Paper Jams 10-24
  Cassettes 1 to 4 10-26
  Jam Location Indicators 10-24
  Multi Purpose Tray 10-25
Paper Length Guide 2-3, 3-5, 3-8
Paper Settings 8-6
  Cassette 1 (to 4) Set. 8-6
  Media Type Set. 8-6
  MP Tray Set. 8-6
  Reset Type Adj. 8-6
Paper Stopper 2-2, 2-5, 3-18
Paper Width Guides 2-3, 3-5, 3-8
Part Names 2-2
PDF/A 11-27
Ping 8-25
POP3 11-27
  Protocol Settings 8-19
PostScript 11-27
Power Cable
  Connecting 2-8
  Power Management 1-14
  Power Off 2-9
  Power Off Rule 8-33
  Power Off Timer 8-34
  Power On 2-9
  Power Switch 2-2
PPM 11-27
  Precaution for Loading Paper 3-3
  Precautions for Use 1-4
  Primary Network 8-25

Index-3
TCP/IP (IPv6) 11-26
  Settings 8-17
Thinprint
  Protocol Settings 8-22
ThinPrint Option 11-6
ThinPrintOverSSL
  Protocol Settings 8-22
TIFF/JPEG Size 6-6
  Default 8-12
Time Zone 8-30
Timer Setting
  Auto Error Clear 8-34
  Auto Panel Reset 8-33
  Err. Clear Timer 8-34
  FormFeed TimeOut 8-34
  PanelReset Timer 8-33
  Ping Timeout 8-34
  Power Off Rule 8-33
  Power Off Timer 8-34
  Sleep Level Set. 8-33
  Sleep Timer 8-33
  WeeklyTimer Set. 8-34
Toner Container 2-4
Toner Container Lock Lever 2-4
Toner Container Replacement 10-4
Top Tray 2-2
Troubleshooting 10-11
TWAIN 11-28

V
VNC (RFB)
  Protocol Settings 8-24
VNC(RFB)overSSL
  Protocol Settings 8-24

W
Waste Toner Box 2-4
Waste Toner Box Replacement 10-9
WeeklyTimer Set. 8-34
WIA 11-28
Wi-Fi
  Settings 2-19, 8-14
  Wi-Fi Direct
    Printing 4-11
    Settings 2-23
  Wi-Fi Direct Set 8-13
  Wireless Connection 1-8
  Wireless Network
    Settings 2-19
  Wireless Network Interface Kit 11-5
WSD-PRINT
  Protocol Settings 8-22

X
XPS FitTo Page 6-6

U
USB 11-28
USB Cable
  Connecting 2-8
USB Drive
  Printing 5-11
  Remove 5-13
USB Drive Slot 2-2
USB Interface 2-6
USB Interface Connector 2-3
USB Keyboard 11-6
USB Keyboard Type 8-35
USB Port 2-3
User Login Administration 9-2
  Adding a User 9-5
  Changing User Properties 9-6
  Enabling User Login Administration 9-3
  ID Card Settings 9-11
  Login 2-13
  Logout 2-14
  Obtain NW User Property 9-10
  Overview of User Login Administration 9-2
  Printing 9-8
User Login/Job Accounting 8-38
  Job Accounting 9-14
  Unknown ID Job 9-27
  User Login 9-2

Index-5