**Operating Instructions**

# Printer Reference

1. Preparing the Machine
2. Setting Up the Printer Driver
3. Other Print Operations
4. The Functions and Settings of the Machine
5. Appendix

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

## Introduction

This manual contains detailed instructions and notes on the operation and use of this machine. For your safety and benefit, read this manual carefully before using the machine. Keep this manual in a handy place for quick reference.

## Important

Contents of this manual are subject to change without prior notice. In no event will the company be liable for direct, indirect, special, incidental, or consequential damages as a result of handling or operating the machine.

Do not copy or print any item for which reproduction is prohibited by law.

Copying or printing the following items is generally prohibited by local law:

bank notes, revenue stamps, bonds, stock certificates, bank drafts, checks, passports, driver's licenses.

The preceding list is meant as a guide only and is not inclusive. We assume no responsibility for its completeness or accuracy. If you have any questions concerning the legality of copying or printing certain items, consult with your legal advisor.

## Notes:

Some illustrations in this manual might be slightly different from the machine.

Certain options might not be available in some countries. For details, please contact your local dealer.

Two kinds of size notation are employed in this manual. With this machine refer to the inch version.

## Caution:

Use of controls or adjustments or performance of procedures other than those specified in this manual might result in hazardous radiation exposure.

# Manuals for This Machine

Refer to the manuals that are relevant to what you want to do with the machine.

### ✴Important
❒ Media differ according to manual.

❒ The printed and electronic versions of a manual have the same contents.

❒ Adobe Acrobat Reader/Adobe Reader must be installed in order to view the manuals as PDF files.

❒ Depending on which country you are in, there m ay also be html manuals. To view these manuals, a Web browser must be installed.

❖ **About This Machine**

Be sure to read the Safety Information in this manual before using the machine.

This manual provides an introduction to the functions of the machine. It also explains the control panel, preparation procedures for using the machine, how to enter text, and how to install the CD-ROMs provided.

❖ **General Settings Guide**

Explains User Tools settings, and Address Book procedures such as registering fax numbers, e-mail addresses, and user codes. Also refer to this manual for explanations on how to connect the machine.

❖ **Trouble Shooting**

Provides a guide to solving common problems, and explains how to replace paper, toner, and other consumables.

❖ **Security Reference**

This manual is for administrators of the machine. It explains security functions that the administrators can use to protect data from being tampered with, or prevent the machine from unauthorized use.

Also refer to this manual for the procedures for registering administrators, as well as setting user and administrator authentication.

❖ **Copy Reference**

Explains Copier functions and operations. Also refer to this manual for explanations on how to place originals.

❖ **Facsimile Reference**

Explains Facsimile functions and operations.

❖ **Printer Reference**

Explains Printer functions and operations.

❖ **Scanner Reference**

Explains Scanner functions and operations.

❖ **Network Guide**

Explains how to configure and operate the machine in a network environment, and use the software provided.

This manual covers all models, and includes descriptions of functions and settings that might not be available on this machine. Images, illustrations, and information about operating systems that are supported might also differ slightly from those of this machine.

❖ **Other manuals**

- PostScript 3 Supplement
- UNIX Supplement
- Manuals for DeskTopBinder Lite
    - DeskTopBinder Lite Setup Guide
    - DeskTopBinder Introduction Guide
    - Auto Document Link Guide

🖉 **Note**

❒ Manuals provided are specific to machine types.

❒ For "UNIX Supplement", please visit our Web site or consult an authorized dealer.

❒ "PostScript3 Supplement" and "UNIX Supplement" include descriptions of functions and settings that might not be available on this machine.

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# Notice

**Note to users in the United States of America**

**Note:**

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 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.

**Caution:**

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

**Declaration of Conformity**

Product Name: Printer/Scanner Unit

Model Number: 816/Dsm416/LD016/Aficio MP 161 816f/Dsm416f/LD016f/Aficio MP 161F 816pf/Dsm416pf/LD016spf/Aficio MP 161SPF

Responsible party: Ricoh Corporation

Address: 5 Dedrick Place, West Caldwell, NJ 07006

Telephone number: 973-882-2000

This device complies with Part 15 of the 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.

① Properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet FCC emission limits.

② An AC adapter with a ferrite core must be used for RF interference suppression.

**Note to users in Canada**

**Note:**

This Class B digital apparatus complies with Canadian ICES-003.

**Remarque concernant les utilisateurs au Canada**

**Avertissement:**

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

# How to Read This Manual

## Symbols

This manual uses the following symbols:

⚠ *WARNING:*

Indicates important safety notes.

Ignoring these notes could result in serious injury or death. Be sure to read these notes. They can be found in the "Safety Information" section of About This Machine.

⚠ *CAUTION:*

Indicates important safety notes.

Ignoring these notes could result in moderate or minor injury, or damage to the machine or to property. Be sure to read these notes. They can be found in the "Safety Information" section of About This Machine.

✦Important

Indicates points to pay attention to when using the machine, and explanations of likely causes of paper misfeeds, damage to originals, or loss of data. Be sure to read these explanations.

✎ Note

Indicates supplementary explanations of the machine's functions, and instructions on resolving user errors.

🔍Reference

This symbol is located at the end of sections. It indicates where you can find further relevant information.

**[ ]**
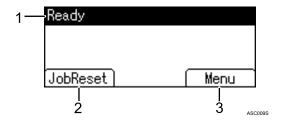
Indicates the names of keys that appear on the machine's display panel.

**【 】**

Indicates the names of keys on the machine's control panel.

# Display Panel

This section describes configuration using the display panel when the printer function is selected.



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## *1.* **Operational status or messages**

Displays current machine status, such as "Ready", "Offline", and "Printing...".

## *2.* **[JobReset]**

Press to cancel the current print job. If you press it when the machine is offline and Hex Dump is selected, Hex Dump is canceled.

## *3.* **[Menu]**

Press to display the menu to select the following options:

- **[Show Error Log]**
  Displays the error logs of print jobs that are sent from a computer.
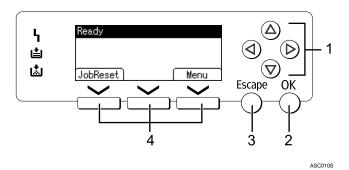
## ✐ **Note**

❒ When the power is turned on, the copier display is shown. This is a factory default. This initial setting can be changed. See "System Settings", General Settings Guide.

# Reading the Display and Using Keys

This section explains how to read the display and using the selection key for the initial display.



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## 1. Scroll keys

Press to move the cursor in each direction, step by step.

When the 【▲】, 【▼】, 【►】, or 【◄】 key appears in this manual, press the scroll key of the same direction.

## 2. 【OK】 key

Press to set a selected item or entered numeric value.

## 3. 【Escape】 key

Press to cancel an operation or return to the previous display.

## 4. Selection keys

Correspond to the function items at the bottom line on the display. Example: Basic screen When the instruction "press **[JobReset]**" appears in this manual, press the left selection key.

## 📝 Note

❒ The Printer display is set as the default screen when the machine is turned on. You can change the settings in **[System Settings]**. See General Settings Guide.

# Printer Features Menu

The following explains settings and meanings of functions on Printer Feature.
Printer Feature screen appears when you press the **【User Tools/Counter】** key. For
details, see "Printer Features", General Settings Guide.

❖ **List/Test Print**

| Menu | Description |
|---|---|
| Multiple Lists | You can print the configuration page and error log. |
| Config. Page | You can print the machine's current configuration values. |
| Error Log | You can print error logs listing all errors that occurred during printing. |
| Menu List | You can print a Menu List showing the machine's function menus. |
| PCL Config./Font Page | You can print the current configuration and installed PCL font list. |
| PS Config./Font Page | You can print the current configuration and installed PostScript font list. |
| PDF Config./Font Page | You can print the current configuration and installed PDF font list. |
| | This menu can be selected only when the optional PostScript 3 unit is installed. |
| Hex Dump | You can print in the Hex Dump mode. |

❖ **Maintenance**

| Menu | Description |
|---|---|
| Menu Protect | This function lets you protect menu settings from accidental change. It makes it impossible to change menu settings with normal procedures unless you perform the required key operations. |
| | In a network environment, only administrators can make changes to menu settings. |
| List/Test Print Lock | You can lock the **[List/Test Print]** menu. |

❖ **System**

| Menu | Description |
|---|---|
| Print Error Report | You can print an error report when a printer or memory error occurs. |
| Auto Continue | You can select this to enable Auto Continue. When it is On, printing continues after a system error occurs. |
| Memory Overflow | Select this to have a memory overflow error report printed. |

| Menu | Description |
|---|---|
| Memory Usage | You can select the amount of memory used in Font Priority or Frame Priority, according to paper size or resolution. |
| Duplex | You can select to have print on both sides of each page. |
| Copies | You can specify the number of print sets. This setting is disabled if the number of pages to print has been specified with the printer driver or another command. |
| Blank Page Print | You can select whether or not to print blank pages. |
| Edge Smoothing | Set this to enable Edge Smoothing.<br>• On (Default)<br>• Off<br><br>📝 **Note**<br>❐ If Toner Saving is set to On, Edge Smoothing is ignored even if it is set to On. |
| Toner Saving | Set this to enable Toner Saving.<br>• On (Default)<br>• Off |
| Printer Language | You can specify the printer language. |
| Sub Paper Size | You can enable the Auto Substitute Paper Size (A4↔LT) feature. |
| Page Size | You can select the default paper size. |
| Letterhead Setting | You can rotate original images when printing.<br><br>When printing, original images are always rotated by 180 degrees. Therefore, output might not be as expected when printing onto letterhead or preprinted paper requiring orientation. Using this function, you can specify image rotation. |
| Bypass Tray Priority | You can specify which of the two options, (Printer) Driver / Command or Machine Settings, has priority for determining the paper size for the bypass tray. |
| Edge to Edge Print | You can select whether or not to print on the entire sheet. |
| Default Printer Lang. | You can set the default printer language if the machine cannot find the printer language automatically. |
| Tray Switching | You can set to switch the paper tray. |
| RAM Disk | You can change the settings of the RAM disk. |

### ❖ Host Interface

| Menu | Description |
|------|-------------|
| I/O Buffer | You can set the size of the I/O Buffer. Normally it is not necessary to change this setting. |
| I/O Timeout | You can set how many seconds the machine should wait before ending a print job. If data from another port usually arrives in the middle of a print job, you should increase this timeout period. |

### ❖ PCL Menu

| Menu | Description |
|------|-------------|
| Orientation | You can set the page orientation. |
| Form Lines | You can set the number of lines per page. |
| Font Source | You can set the storage location of the default font. |
| Font Number | You can set the ID of the default font you want to use. |
| Point Size | You can set the point size you want to use for the selected font. |
| Font Pitch | You can set the number of characters per inch for the selected font. |
| Symbol Set | You can specify the set of print characters for the selected font. The available options are as follows: |
| Courier Font | You can select a courier font type. |
| Ext. A4 Width | You can extend the printing area width when printing on A4 sheet with PCL. |
| Append CR to LF | When set to On, a carriage return will follow each line feed: CR=CR, LF=CR–LF, FF=CR–FF. |
| Resolution | You can set the print resolution in dots per inch. |

### ❖ PS Menu (optional)

| Menu | Description |
|------|-------------|
| Data Format | You can select a data format. |
| Resolution | You can set the print resolution in dots per inch. |

### ❖ PDF Menu (optional)

| Menu | Description |
|------|-------------|
| Change PDF Password | You can set the password for the PDF file executing PDF Direct Print. |
| PDF Group Password | You can set the group password already specified with DeskTopBinder Lite. |
| Resolution | You can set the print resolution in dots per inch. |

❒ Depending on which optional units you have installed or the printer language you have selected, some options are not displayed.

❒ Depending on the security settings, you might not be able to set certain options.

For details, see "Printer Features", General Settings Guide.

For more information about copier features and system settings, see Copy Reference and General Settings Guide.

# Setting Paper on the Bypass Tray
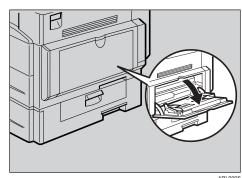
This section gives instructions for setting paper on the bypass tray.

For details about paper size and paper type, see "Recommended Paper Sizes and Types", About This Machine.
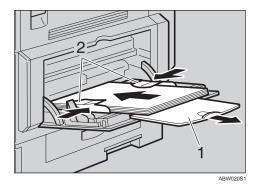
⚡Important

❒ The following functions are disabled when printing from the bypass tray:

- Duplex printing
- Auto Tray Select
- Auto Tray Switching

❒ When printing using the printer function, original images are always rotated by 180 degrees (the orientation of images to be printed is opposite to that of the copier function). When printing onto paper with specific orientation requirements, such as envelopes and letterheads, be sure to rotate the paper feed orientation to 180 degrees.

❒ Be sure to set the paper size using the printer driver when printing data from the computer. The paper size set using the printer driver has priority over the one set using the control panel.

❒ Paper that is thicker than 157 g/$m^2$, 42 lb. (max.) cannot be printed from the bypass tray.

**1** **Open the bypass tray.**

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**B** **Adjust the paper guides to the paper size, and then gently insert paper face down into the bypass tray.**



ABW020S1
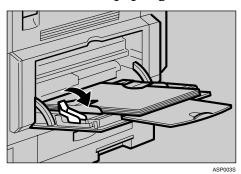
*1.* **Extender**

*2.* **Paper guides**

- Open out the extender to support paper sizes larger than A4 ▭, $8^1/_2 \times 11$ ▭.

- If the paper guides are not flush against the paper, skewing and misfeeds might occur.

- Gently insert paper until it stops.

- Do not stack paper over the limit mark, otherwise a skewed image or misfeeds might occur.

- Fan the paper to get air between the sheets to avoid a multi-sheet feed.

- When setting an OHP transparency, make sure that its front and back sides are properly positioned.

**C** **Push down the paper guide release lever.**



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**D** **Set the paper size using the printer driver or the control panel.**

### 📝 Note

❒ Paper within the following dimensions can be set in the bypass tray:

- Vertical: 90 - 216 mm (3.55 - 8.5 in.)
- Horizontal: 139 - 600 mm (5.48 - 23.62 in.)

❒ Be sure to set the paper with the side you want to print facing down in the bypass tray.

❒ The number of sheets that can be loaded in the bypass tray depends on the paper type.

❒ When loading OHP transparencies or thick paper in the bypass tray, make the paper setting using the control panel or printer driver.

### 🔎 Reference

For details about setting the paper size, see p.12 "Setting the Paper Size Using the Control Panel".

For details about setting paper in the regular paper tray, see General Settings Guide.

When loading custom size paper, see p.14 "Setting the Custom Size Paper Using the Control Panel".

Select paper type when printing onto OHP transparencies or thick paper (over 90.2 g/m², 24 lb.). For details, see p.16 "Setting Thick Paper or OHP Transparencies Using the Control Panel".

Select paper type when printing onto envelopes. For details, see p.17 "Setting envelope Using the Control Panel".

When loading letterhead paper, pay attention to its orientation. See General Settings Guide.

## Setting the Paper Size Using the Control Panel

This procedure describes how to set paper size of the bypass tray using the control panel. If you select the printer driver to set paper size, this procedure is not necessary.
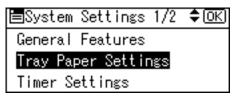
**1** **Press the 【User Tools/Counter】 key.**
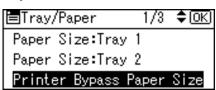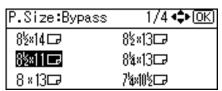


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**B** **Select [System Settings] using 【▼】 or 【▲】, and then press the 【OK】 key.**

```
≣User Tools      1/4  ≑ OK
Counter
System Settings
```

**C** **Select [Tray Paper Settings] using 【▼】 or 【▲】, and then press the 【OK】 key.**

```
≣System Settings 1/2  ≑ OK
General Features
Tray Paper Settings
Timer Settings
```

**D** **Select [Printer Bypass Paper Size] using 【▼】 or 【▲】, and then press the 【OK】 key.**

```
≣Tray/Paper      1/3  ≑ OK
Paper Size:Tray 1
Paper Size:Tray 2
Printer Bypass Paper Size
```

**E** **Select the paper size using the scroll keys, and then press the 【OK】 key.**

```
P.Size:Bypass    1/4 ◀≑▶ OK
8½×14▭      8½×13▭
8½×11▭      8¼×13▭
8 ×13▭      7¼×10½▭
```

**F** **Press the 【User Tools/Counter】 key to return to the default screen.**

### $\mathcal{P}$ Reference

See the printer driver Help about the settings from the printer drivers.

Select paper type when printing onto OHP transparencies or thick paper. For details, see p.16 "Setting Thick Paper or OHP Transparencies Using the Control Panel".

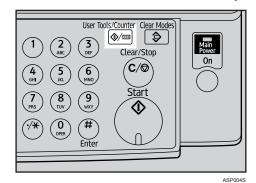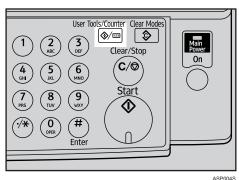Select paper type when printing onto envelopes. For details, see p.17 "Setting envelope Using the Control Panel".

# Setting the Custom Size Paper Using the Control Panel

The following procedures are not required if you select the printer driver for the settings. In that case, set the paper size using the printer driver.

### ⚡Important

❐ Custom size settings set using the printer driver have priority over those set using the machine's control panel.

❐ When the printer driver is not used, make settings using the control panel.

**A** **Press the 【User Tools/Counter】 key.**



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**B** **Select [System Settings] using 【▼】 or 【▲】, and then press the 【OK】 key.**

```
目User Tools    1/4 ♦OK
Counter
System Settings
```

**C** **Select [Tray Paper Settings] using 【▼】 or 【▲】, and then press the 【OK】 key.**

```
目System Settings 1/2 ♦OK
General Features
Tray Paper Settings
Timer Settings
```

**D** **Select [Printer Bypass Paper Size] using 【▼】 or 【▲】, and then press the 【OK】 key.**

```
目Tray/Paper    1/3 ♦OK
Paper Size:Tray 1
Paper Size:Tray 2
Printer Bypass Paper Size
```
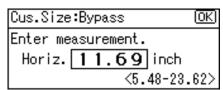
**5** **Select [Custom Size] using the scroll keys, and then press the 【OK】 key.**

```
P.Size:Bypass      4/4 ◆▶ OK
┌─────────────────────────┐
│ Custom Size             │
│                         │
│                         │
└─────────────────────────┘
```
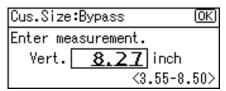
**6** **Enter the horizontal size of the paper using the number keys, and press 【#】.**

Available size: 139 - 600 mm (5.48 - 23.62 in.)

```
Cus.Size:Bypass       OK
┌─────────────────────────┐
│ Enter measurement.      │
│   Horiz. │ 11.69 │ inch  │
│              <5.48-23.62>│
└─────────────────────────┘
```

**7** **Enter the vertical size of the paper using the number keys, and press 【#】.**

Available size: 90 - 216 mm (3.55 - 8.5 in.)

```
Cus.Size:Bypass       OK
┌─────────────────────────┐
│ Enter measurement.      │
│   Vert. │  8.27 │ inch   │
│              <3.55-8.50> │
└─────────────────────────┘
```

**8** **Press the 【User Tools/Counter】 key to return to the default screen.**

🖉 **Note**

❒ If the printer driver is not used, select **[Machine Settings]** from **[Bypass Tray Priority]** in **[System]** of **[Printer Features]** (see "Printer Features", General Settings Guide). Set paper size using the control panel.

🔎 **Reference**
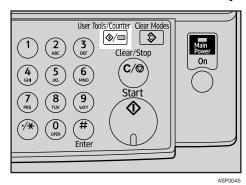
For printer driver settings, see the printer driver Help.

# Setting Thick Paper or OHP Transparencies Using the Control Panel
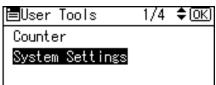
The following procedures are not required if you select the printer driver for the settings. In that case, set the paper size using the printer driver.
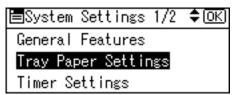
### ⚠️Important
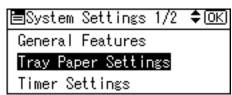
❒ Paper size settings set using the printer driver have priority over those set using the machine's control panel.

❒ When the printer driver is not used, make settings using the control panel.

A **Press the 【User Tools/Counter】 key.**



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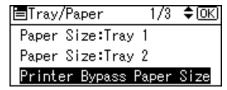B **Select [System Settings] using 【▼】 or 【▲】, and then press the 【OK】 key.**



C **Select [Tray Paper Settings] using 【▼】 or 【▲】, and then press the 【OK】 key.**
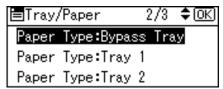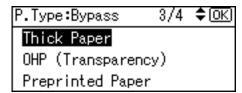


D **Select [Paper Type:Bypass Tray] using 【▼】 or 【▲】, and then press the 【OK】 key.**

**E** Select paper type from the menu using 【▼】 or 【▲】, and then press the 【OK】 key.

```
P.Type:Bypass    3/4  ♦ OK
Thick Paper
OHP (Transparency)
Preprinted Paper
```

**F** Press the 【User Tools/Counter】 key to return to the default screen.

### ✐ Note

❐ The settings made will remain valid until they are reset again. After printing on thick paper or OHP Transparencies, be sure to clear settings for the next user.

### ₽ Reference
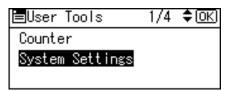
For the printer driver settings, see the printer driver Help.
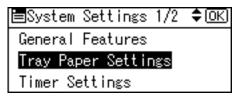
For details about printing onto envelopes, see p.17 "Setting envelope Using the Control Panel".

## Setting envelope Using the Control Panel
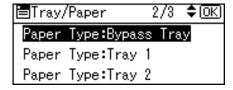
**A** Press the 【User Tools/Counter】 key.

**B** Select [System Settings] using the 【▲】 or 【▼】 key, and then press the 【OK】 key.
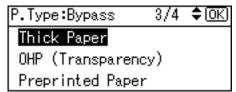
```
⊟User Tools    1/4  ♦ OK
Counter
System Settings
```

**C** Select [Tray Paper Settings] using the 【▲】 or 【▼】 key, and then press the 【OK】 key.

```
⊟System Settings 1/2  ♦ OK
General Features
Tray Paper Settings
Timer Settings
```
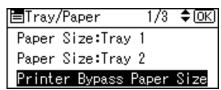
**D** Select [Paper Type:Bypass Tray] using the 【▲】 or 【▼】 key, and then press the 【OK】 key.

```
⊟Tray/Paper    2/3  ♦ OK
Paper Type:Bypass Tray
Paper Type:Tray 1
Paper Type:Tray 2
```

17
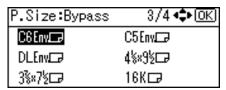
**5** Select **[Thick Paper]** using the 【▲】 or 【▼】 key, and then press the 【OK】 key.

```
P.Type:Bypass    3/4  ♦ OK
Thick Paper
OHP (Transparency)
Preprinted Paper
```

**6** Select **[Printer Bypass Paper Size]**, and then press the 【OK】 key.

```
☰Tray/Paper      1/3  ♦ OK
Paper Size:Tray 1
Paper Size:Tray 2
Printer Bypass Paper Size
```

**7** Select the paper envelope size from **[C6env ]**, **[C5env ]**, or **[Dlenv ]**, and then press the 【OK】 key.

```
P.Size:Bypass    3/4 ◄♦► OK
C6Env          C5Env
DLEnv          4⅛×9½
3⅞×7½          16K
```

**8** Press the 【User Tools/Counter】 key to return to the default screen.

# 1. Preparing the Machine

## Confirming the Connection Method

This machine supports network and local connection.

Before installing the printer driver, check how the machine is connected. Follow the driver installation procedure that is appropriate to the connection method.
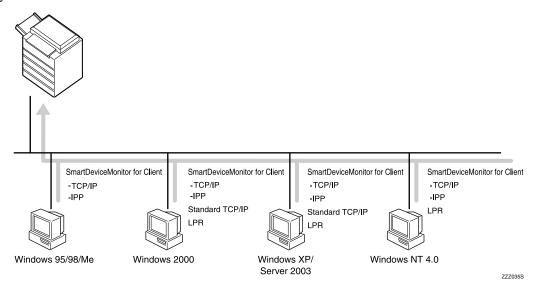
### Network Connection

This machine can be used as a Windows printing port or network printer.

#### Using This Machine as the Windows Printing port

Network connections can be established through Ethernet and IEEE 802.11b.

Available ports are determined based on the combination of Windows operating system version and connection method used.



SmartDeviceMonitor for Client
- TCP/IP
- IPP

SmartDeviceMonitor for Client
- TCP/IP
- IPP
Standard TCP/IP
LPR

SmartDeviceMonitor for Client
- TCP/IP
- IPP
Standard TCP/IP
LPR

SmartDeviceMonitor for Client
- TCP/IP
- IPP
LPR

Windows 95/98/Me        Windows 2000        Windows XP/ Server 2003        Windows NT 4.0

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❖ **Windows 95 / 98**

| Connection Method | Available Ports |
|---|---|
| Ethernet / IEEE 802.11b | SmartDeviceMonitor for Client port |

❖ **Windows Me**

| Connection Method | Available Ports |
|---|---|
| Ethernet / IEEE 802.11b | SmartDeviceMonitor for Client port |

### ❖ Windows 2000

| Connection Method | Available Ports |
|---|---|
| Ethernet / IEEE 802.11b | SmartDeviceMonitor for Client port |
| | Standard TCP/IP |
| | LPR port |

### ❖ Windows XP

| Connection Method | Available Ports |
|---|---|
| Ethernet / IEEE 802.11b | SmartDeviceMonitor for Client port |
| | Standard TCP/IP |
| | LPR port |

### ❖ Windows Server 2003

| Connection Method | Available Ports |
|---|---|
| Ethernet / IEEE 802.11b | SmartDeviceMonitor for Client port |
| | Standard TCP/IP |
| | LPR port |

### ❖ Windows NT 4.0

| Connection Method | Available Ports |
|---|---|
| Ethernet / IEEE 802.11b | SmartDeviceMonitor for Client port |
| | LPR port |

### $\mathcal{P}$ Reference
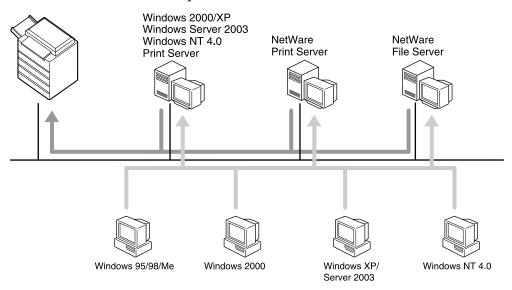
See the explanation about how to install the printer driver for each type of port. For the SmartDeviceMonitor for Client port, see p.24 "Using the Smart-DeviceMonitor for Client Port".

For the Standard TCP/IP port, see p.30 "Using the Standard TCP/IP Port".

For the LPR port, see p.32 "Using the LPR Port".

## Using as a network printer

This machine can be used as the Windows network printer, the NetWare print server, or the NetWare remote printer.



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### ✎ Note

❐ In an IPv6 environment, Netware servers cannot be used.

### 🔎 Reference

See the explanation about how to install the printer driver for each type of network printer.

For the Windows network printer, see p.34 "Using as a Windows Network Printer".

For the NetWare print server and remote printer, see p.36 "Using as a NetWare Print Server / Remote Printer".

# Local Connection

Local connections can be established via parallel, USB, and Bluetooth connections.

Windows operating system version determines the available connection methods.

- Windows 95:
  Parallel connections

- Windows 98:
  Parallel connections

- Windows 98 SE / Me:
  USB and Parallel connections

- Windows 2000:
  USB, Parallel, and Bluetooth connections

- Windows XP:
  USB, Parallel, and Bluetooth connections

- Windows Server 2003:
  USB, Parallel, and Bluetooth connections

- Windows NT 4.0:
  Parallel connections

### $\mathcal{P}$Reference

See the explanation about how to install the printer driver for each method of connection.

# Installing the Printer Driver

This section explains how to install the printer driver. There are two ways to install the printer driver: using Quick Install, which installs the settings at once, or installing the appropriate driver according to the port you want to use.

### ⚜Important

❒ If your operating system is Windows NT4.0, download printer driver for Windows NT4.0 from the supplier's Web site.

## Quick Install

Windows 95 / 98 / Me / 2000 / XP and Windows Server 2003 users can easily install this software using the supplied CD-ROM.

Using Quick Install, the PCL printer driver and/or RPCS printer driver, and SmartDeviceMonitor for Client are installed under network environment, and the TCP/IP port will be set.

### ⚜Important

❒ To install printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrator.

❒ If you connect using USB, refer to p.39 "Installing the Printer Driver Using USB" and install the printer driver.

**A** Quit all applications currently running.

**B** Insert the CD-ROM into the CD-ROM drive.

The installer starts.

Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory.

**C** Select an interface language, and then click [OK].

The default interface language is English.

**D** Click [Quick Install].

The software license agreement appears in the [License Agreement] dialog box.

**E** After reading the agreement, click [I accept the agreement.], and then click [Next >].

**F** Select the machine model you want to use in the [Select Printer] dialog box.

For network connection via TCP/IP, select the machine whose IP address is displayed in [Connect To].

For parallel connection, select the machine whose printer port is displayed in [Connect To].

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**7** **Click [Install].**

The printer driver installation starts.

**8** **Click [Finish].**

A message about restarting the computer appears. Restart the computer to complete installation.

**9** **Click [Exit] in the first dialog box of the installer, and then take out the CD-ROM.**

### 📎 Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory.

❒ Select a machine to whose IP address is displayed in **[Connect To]** to install SmartDeviceMonitor for Client when using TCP/IP.

### 🔍Reference

Quick Install is not available unless bidirectional communication between the machine and computer is enabled via parallel connection. See p.50 "If Bidirectional Communication Is Disabled" for details about bidirectional communication between the machine and computer.

## Installing the Printer Driver for the Selected Port

### Using the SmartDeviceMonitor for Client Port

#### 🔆Important

❒ To install SmartDeviceMonitor for Client under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrator.

❒ Install SmartDeviceMonitor for Client before installing the printer driver when using the SmartDeviceMonitor for Client port.

### Installing SmartDeviceMonitor for Client

**1** **Quit all applications currently running.**

**2** **Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

**3** **Select an interface language, and then click [OK].**

The default interface language is English.

**4** Click **[DeskTopBinder - SmartDeviceMonitor for Client]**.

**5** The message to quit all other applications appears. Quit all applications, and then click **[Next >]**.

**6** The software license agreement appears in the **[License Agreement]** dialog box. After reading through its contents, click **[Yes]**.

**7** Click **[Full install]** or **[Custom Install]**.

**[Full install]** installs all features.

**[Custom Install]** installs selected features.

**8** Follow the instructions on the display and click **[Next >]** to proceed next step.

**9** After the installation is completed, select one of the options to restart the computer either now or later, and click **[Complete]**.

Restart the computer to complete installation.

### 🖉 Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory.

### Changing the Port Settings for SmartDeviceMonitor for Client

Follow the procedure below to change the SmartDeviceMonitor for Client settings, such as TCP/IP timeout, recovery/parallel printing, and printer groups.

### Windows 95 / 98:

**1** Open the **[Printers]** window from the **[Start]** menu.

**2** In the **[Printers]** window, click the icon of the printer you want to use. On the **[File]** menu, click **[Properties]**.

**3** Click the **[Details]** tab, and then click **[Port Settings]**.

The **[Port Settings]** dialog box appears.

### Windows 2000 / Windows NT 4.0:

**1** Open **[Printers]** window from **[Start]** menu.

**2** In the **[Printers]** window, click the icon of the printer you want to use. On the **[File]** menu, click **[Properties]**.

**3** On the **[Ports]** tab, click **[Configure Port]**.

The **[Configuration]** dialog box appears.

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## Windows XP, Windows Server 2003:

**A Open the [Printers and Faxes] window from the [Start] menu.**

The **[Printers and Faxes]** window appears.

**B Click the icon of the machine you want to use. On the [File] menu, click [Properties]. The printer properties appear.**

**C Click the [Ports] tab, and then click [Configure Port].**

The **[Port Configuration]** dialog box appears.

### Note

❒ For TCP/IP, timeout setting can be configured.

❒ User, proxy, and timeout settings can be configured for IPP.

❒ If no settings on the **[Recovery/Parallel Printing]** tab are available, follow the procedure below.

① Click **[Cancel]** to close the **[Port Configuration:]** dialog box.

② Start SmartDeviceMonitor for Client, and then right-click the SmartDeviceMonitor for Client icon on the tasktray.

③ Point to **[Properties]**, and then click **[Extended Features Settings]**.

④ Select the **[Set Recovery/Parallel Printing for each port]** check box.

⑤ Click **[OK]** to close the **[Extended Features Settings]** dialog box.

### Reference

For information about these settings, see "Using SmartDeviceMonitor for Client", Network Guide, or SmartDeviceMonitor for Client Help.

### Installing the PCL or RPCS Printer Driver (TCP/IP)

### Important

❒ To install this printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

**A Quit all applications currently running.**

**B Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

**C Select an interface language, and then click [OK].**

The default interface language is English.

**D Click [PCL/RPCS Printer Drivers].**

**E** **The software license agreement appears in the [License Agreement] dialog box.**

After reading the agreement, click **[I accept the agreement.]**, and then click **[Next >]**.

**F** **Select the printer driver you want to use in the [Select Program] dialog box.**

You can select several printer drivers.

**G** **Click [Next >].**

**H** **Select the machine model you want to use.**

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**I** **Double-click the printer name to display the printer settings.**

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**10** **Click [Port], and then click [Add].**

**11** **Click [SmartDeviceMonitor], and then click [OK].**

**12** **Click [TCP/IP], and then click [Search].**

A list of printers using TCP/IP appears.

**13** **Select the printer you want to use, and then click [OK].**

Only printers that respond to a broadcast from the computer appear. To use a machine not listed here, click **[Specify Address - TCP/IP]**, and then enter the IP address or host name of the machine.

**14** **Check that the port of the selected printer is displayed in [Port].**

**15** **Set a user code, if necessary.**

Up to 8 numeric characters can be entered. No alphabetic character or symbol can be entered.

**16** **Select the [Default Printer] check box to configure the printer as default.**

**17** **Click [Continue].**

Installation starts.

**18** **After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

### ✎ Note

❒ Setting a user code allows a SmartDeviceMonitor for Admin user to display and check statistics about the number of sheets which each user prints. For details, see SmartDeviceMonitor for Admin Help.

❒ Auto Run may not work with certain operating system settings. If this happens, launch "Setup.exe" on the CD-ROM root directory.

❒ Under Windows 95 / 98 / Me, you cannot add an IP address partially similar to the one already used. For example, if "192.168.0.2" is in use, "192.168.0.2xx" cannot be used. Similarly, if "192.168.0.20" is in use, "192.168.0.2" cannot be used.

### $\mathcal{P}$Reference

A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use **[Add Printer]**. See "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

### Installing the PCL or RPCS Printer Driver (IPP)

### ⚜️Important

❒ To install printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

**A** **Quit all applications currently running.**

**B** **Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

**C** **Select an interface language, and then click [OK].**

The default interface language is English.

**D** **Click [PCL/RPCS Printer Drivers].**

**E** **The software license agreement appears in the [License Agreement] dialog box.**

After reading the agreement, click **[I accept the agreement.]**, and then click **[Next >]**.

**F** **Select a printer driver you want to use in the [Select Program] dialog box.**

You can select several printer drivers.

**G** **Select the machine model you want to use.**

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**H** **Double-click the printer name to display the printer settings.**

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**I** **Click [Port], and then click [Add].**

**J** **Click [SmartDeviceMonitor], and then click [OK].**

**K** **Click [IPP].**

**L** **In the [Printer URL] box, enter "http://printer's address/printer" as the printer's address.**

If the server authentication is issued, to enable SSL (a protocol for encrypted communication), enter "https://printer's address/printer" (Internet Explorer 5.01, or a higher version must be installed).

(example IP address: 192.168.15.16)

**http://192.168.15.16/printer**

**https://192.168.15.16/printer**

You can enter "http://printer's address/ipp" as the printer's address.

**M** **Enter a name for identifying the printer in [IPP Port Name]. Use a name different from the one of any existing port.**

If a name is not specified here, the address entered in the **[Printer URL]** box becomes the IPP port name.

**N** **Click [Detailed Settings] to make necessary settings.**

For information about the settings, see SmartDeviceMonitor for Client Help.

**O** **Click [OK].**

**P** **Check that the port of the selected printer is displayed in [Port].**

**Q** **Set a user code, if necessary.**

Up to 8 numeric characters can be entered. No alphabetic characters or symbols can be entered.

**R** **Select the [Default Printer] check box to configure the printer as default.**

**S** **Click [Continue].**

Installation starts.

**T** **After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

### Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

❒ Setting a user code allows a SmartDeviceMonitor for Admin user to display and check the number of sheets each user prints. For details, see SmartDeviceMonitor for Admin Help.

### $\mathcal{P}$ **Reference**

A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use **[Add Printer]**. See "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

### Using the Standard TCP/IP Port

This describes how to install the PCL or RPCS printer driver using the TCP/IP port.

### ⚠️**Important**

❒ To install this printer driver under Windows 2000 / XP Professional, and Windows Server 2003, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

❒ In an IPv6 environment, you cannot use the Standard TCP/IP Port. Use the SmartDeviceMonitor for Client port.

### Installing the PCL or RPCS Printer Driver

**A** **Quit all applications currently running.**

**B** **Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

**C** **Select an interface language, and then click [OK].**

The default interface language is English.

**D** **Click [PCL/RPCS Printer Drivers].**

**E** **The software license agreement appears in the [License Agreement] dialog box.**

After reading the agreement, click **[I accept the agreement.]**, and then click **[Next >]**.

**F** **Select a printer driver you want to use in the [Select Program] dialog box.**

You can select several printer drivers.

**G** **Click [Next >].**

**H** **Select the machine model you want to use.**

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**I** **Double-click the printer name to display the printer settings.**

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**J** **Click [Port], and then click [Add].**

*⓫* **Click [Standard TCP/IP Port], and then click [OK].**

Configure the Standard TCP/IP port settings, and then see Windows Help if **[Standard TCP/IP Port]** does not appear.

*⓬* **Click [Next >] in the [Add Standard TCP/IP Printer Port Wizard] dialog box.**

*⓭* **Enter the printer name or IP address in the [Printer Name or IP Address] box.**

The **[Port Name]** text box automatically obtains a port name. Change this name if necessary.

When the device selection appears, select "RICOH NetworkPrinter Driver C Model".

*⓮* **Click [Next >].**

*⓯* **Click [Finish] in the [Add Standard TCP/IP Printer Port Wizard] dialog box.**

The installation start dialog box reappears.

*⓰* **Check that the port of the selected printer is displayed in [Port].**

*⓱* **Configure the default printer as necessary.**

*⓲* **Click [Continue].**

The printer driver installation starts.

*⓳* **After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

### ✎ **Note**

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

### 🔎 **Reference**

A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use **[Add Printer]**. See "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

**Using the LPR Port**

This describes how to install the PCL or RPCS printer driver using the LPR port.

⚠️**Important**

❒ To install this printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

Installing the PCL or RPCS Printer Driver

**A** **Quit all applications currently running.**

**B** **Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

**C** **Select an interface language, and then click [OK].**

The default interface language is English.

**D** **Click [PCL/RPCS Printer Drivers].**

**E** **The software license agreement appears in the [License Agreement] dialog box.**

After reading the agreement, click **[I accept the agreement.]**, and then click **[Next >]**.

**F** **Select a printer driver you want to use in the [Select Program] dialog box.**

You can select several printer drivers.

**G** **Select the machine model you want to use.**

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**H** **Click [Next >].**

**I** **Double-click the printer name to display the printer settings.**

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**J** **Click [Port], and then click [Add].**

**K** **Click [LPR Port], and then click [OK].**

If **[LPR Port]** does not appear, see Windows Help and install it.

**L** **Enter the printer's IP address in the [Name or address of server providing lpd] box.**

**M** **Enter "lp" in the [Name of printer or print queue on that server] box, and then click [OK].**

The port is added.

**N** **Check that the port of the selected printer is displayed in [Port].**

**O** **Configure the default printer as necessary.**

**P** **Click [Continue].**

The printer driver installation starts.

**Q** **After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

### ✐ Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

### 🔍 Reference

A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use **[Add Printer]**. See "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

# Using as a Windows Network Printer

This describes how to install the PCL or RPCS printer driver when using the printer as a Windows network printer.

To use the print server, install the printer driver by selecting "Network printer server", and then select the Windows 2000 / XP, Windows Server 2003, or Windows NT 4.0 shared printer.

This section assumes that the client has already been configured to communicate with a Windows 2000 / XP, Windows Server 2003, or Windows NT 4.0 print server. Do not begin the following procedure before the client is set up and configured correctly.

### ⚠️Important

❒ To install the printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

❒ If you print with a print server connected to the printer using the SmartDeviceMonitor port, Recovery Printing and Parallel Printing cannot be used from the client.

❒ If you print with a Windows XP or Windows Server 2003 print server, notification functions of SmartDeviceMonitor may not be used with the client.

❒ If you print with a Windows NT 4.0 print server, install the printer driver before you connect the print server to the printer.

❒ If your operating system is Windows NT4.0, download printer driver for Windows NT4.0 from the supplier's Web site.

## Installing the PCL or RPCS Printer Driver

**A** Quit all applications currently running.

**B** Insert the CD-ROM into the CD-ROM drive.

The installer starts.

**C** Select an interface language, and then click [OK].

The default interface language is English.

**D** Click [PCL/RPCS Printer Drivers].

**E** The software license agreement appears in the [License Agreement] dialog box.

After reading the agreement, click [I accept the agreement.], and then click [Next >].

**F** Select the printer driver you want to use in the [Select Program] dialog box.

You can select several printer drivers.

**7** **Click [Next >].**

**8** **Select the [Printer Name] check box to select the printer models you want to use.**

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**9** **Double-click the printer name to display the printer settings.**

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**10** **Click [Port], and then click [Add].**

**11** **Click [Network Printer], and then click [OK].**

**12** **Double-click the computer name you want to use as a print server in the [Browse for Printer] window.**

**13** **Select the printer you want to use, and then click [OK].**

**14** **Check that the port of the selected printer is displayed in [Port].**

**15** **Configure the user code as necessary.**

For an RPCS printer driver, a user code can be set after the printer driver installation. For information about user code, see the printer driver Help.

**16** **Select the [Default Printer] check box to configure the printer as default.**

**17** **Click [Continue].**

The printer driver installation starts.

**18** **After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

### 🖉 Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

### 🔎 Reference

A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use **[Add Printer]**. See "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

# Using as a NetWare Print Server / Remote Printer

This describes how to set up the Windows computer used as the NetWare client.

⚠️**Important**

❐ To install this printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

❐ In an IPv6 environment, Netware servers cannot be used.

❐ If your operating system is Windows NT4.0, download printer driver for Windows NT4.0 from the supplier's Web site.

The following explanation assumes NetWare Client is installed on the client computer and the NetWare server environment is correctly set up. Install all necessary client applications before following this procedure.

Set up the printer driver while logging on to the NetWare file server.

The following values are used in the example:

- Operating system: Windows 98
- NetWare version: 4.1
- File server name: CAREE
- Queue name: R-QUEUE

**A** **Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

**B** **Select an interface language, and then click [OK].**

The default interface language is English.

**C** **Click [PCL/RPCS Printer Drivers].**

**D** **The software license agreement appears in the [License Agreement] dialog box.**

After reading the agreement, click **[I accept the agreement.]**, and then click **[Next >]**.

**E** **Select the printer driver you want to use in the [Select Program] dialog box.**

You can select several printer drivers.

**F** **Click [Next >].**

**G** **Select the [Printer Name] check box to select the printer model you want to use.**

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**H Double-click the printer name to display the printer settings.**

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**I Click [Port], and then click [Add].**

**J Click [Network Printer], and then click [OK].**

**K Double-click the name of the NetWare file server on the network tree.**

The created queue is displayed.

**L Select the print queue, and then click [OK].**

**M Check that the port of the selected printer is displayed in [Port].**

**N Click [Continue].**

The printer driver installation starts.

**O Click [Finish] in the [Select Program] dialog box.**

**P After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

**Q After restarting the computer, launch the [Printers] window, and then open the printer properties.**

Under Windows XP or Windows Server 2003, open the printer properties from the **[Printers and Faxes]** window.

**R On the [Printer Settings] tab, clear the [Form Feed] and [Enable Banner] check boxes.**

Under Windows 2000 / XP, Windows Server 2003, or Windows NT 4.0, click the **[NetWare setting]** tab.

Do not select these check boxes since they are automatically selected by the printer driver. If you select the check boxes, the printer may not print correctly.

**S Click [OK] to close the printer properties dialog box.**

### Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ The protocol is set to inactive as default. Enable it using Web Image Monitor or Telnet.

# Form Feed

Do not use NetWare to configure form feed. Form feed is controlled by the printer driver on Windows. If NetWare form feed is configured, the printer may not print properly.

Follow the procedure below to disable form feed according to the operating system used:

- Under Windows 95 / 98 / Me, clear the **[Form feed]** check box on the **[Printer Settings]** tab in the printer properties dialog box.
- Under Windows 2000 / XP, Windows Server 2003, or Windows NT 4.0, clear the **[Form feed]** check box on the **[NetWare Settings]** tab in the printer properties dialog box.

# Banner Page

Do not use NetWare to configure a banner page.

Follow the procedure below to disable banner pages according to the operating system used:

- Under Windows 95 / 98 / Me, clear the **[Enable banner]** check box on the **[Printer Settings]** tab in the printer properties dialog box.
- Under Windows 2000 / XP, Windows Server 2003, or Windows NT 4.0, clear the **[Enable banner]** check box on the **[NetWare Settings]** tab in the printer properties dialog box.

# Printing after Resetting the Printer

Printer to print server connection requires 30 - 40 seconds to resume after the printer is reset. During this period, jobs may be accepted (depending on NetWare specifications) but not printed.

To print after resetting the printer as the remote printer, check on the print server that the remote printer is disconnected, or wait for two minutes before trying to print.

# Installing the Printer Driver Using USB

This section explains how to install printer drivers using USB.

Before installing, check that only the operating system is running on the computer and no print jobs are in progress.

The printer drivers can be installed from the supplied CD-ROM provided with this machine.

## Windows Me - USB

⚠️**Important**

❒ Installation via USB is not possible under Windows 95 / 98. Upgrade to Windows Me or later.

❒ Download USB Printing Support for Windows Me from the supplier's Web site.

When USB is first used, the plug and play function starts and the **[New Hardware Found]**, **[Device Driver Wizard]**, or **[Add New Hardware Wizard]** dialog box appears, depending on the operating system.

If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB" port is added to the **[Printers]** window.

**A** **Download USB Printing Support from the supplier's Web site.**

Use a search to find the model name, and then download USB Printing Support from the supplier's Web site.

Save it where you can locate it easily.

**B** **Connect the machine to the computer using the USB cable.**

Connect the USB cable firmly.

**C** **In the Found New Hardware Wizard display, click [Search for a suitable driver for my device [recommended]], and then click [Next >].**

**D** **Select the [Specify a location:] check box, and then click [Browse...].**

The **[Browse for Folder]** dialog box appears.

**E** **Specify the location where USB Printing Support is located, and then click [Next >].**

**F** **Check the location, and then click [Next >].**

USB Printing Support is installed.

**G** **Click [Finish].**

If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB001" port is added to the **[Printers]** window.

**8** **Install the printer driver. Click [Search for the best driver for your device. [Recommended]], and then click [Next >].**

**9** **Select the [Specify a location:] check box, and then click [Browse...].**

The **[Browse for Folder]** dialog box appears.

**10** **Insert the CD-ROM into the CD-ROM drive.**

### Note

❒ When Auto Run starts, click **[Exit]**.

❒ To disable Auto Run, press the 【Shift】 key when inserting the CD-ROM into the drive and keep it pressed until the computer finishes reading from the CD-ROM.

**11** **Specify the location where the source files of the printer driver are stored, and then click [Next >].**

If the CD-ROM drive is D, the source files of the printer driver are stored in the following location:

- RPCS
  D:\DRIVERS\RPCS\WIN9X_ME\(Language)\DISK1
- PCL 5e
  D:\DRIVERS\PCL5E\WIN9X_ME\(Language)\DISK1
- PCL 6
  D:\DRIVERS\PCL6\WIN9X_ME\(Language)\DISK1
- PostScript 3
  D:\DRIVERS\PS\WIN9X_ME\(Language)\DISK1

**12** **Check the location, and then click [Next >].**

Add Printer Wizard starts.

**13** **Click [Finish].**

Installation is complete. If installation is successful, the icon of the printer connected to the "USB001" port is added to the **[Printers]** window.

### Note

❒ The number after "USB" varies depending on the number of printers connected.

❒ It is not necessary to reinstall USB Printing Support when connecting a different machine via USB interface when USB Printing Support is installed.

❒ After installing USB Printing Support, if the printer driver is not installed, follow the plug-and-play instructions of the printer.

## Windows 2000 - USB

### ⚙️Important

❒ Installing a printer driver requires Administrator permission. Log on using an account that has Administrator permission.

When USB is first used, Found New Hardware Wizard starts, and USB Printing Support is installed automatically.

If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB" port is added to the **[Printers]** window.

If the printer driver is not installed, follow the plug-and-play instructions of the printer to install it from the supplied CD-ROM.

**A** **Connect the machine to the computer using the USB cable.**

Connect the USB cable firmly.

**B** **In the Found New Hardware Wizard display, click [Search for a suitable driver for my device [recommended]], and then click [Next >].**

**C** **Select the [Specify location] check box, and then click [Next >].**

**D** **Insert the CD-ROM into the CD-ROM drive.**

When Auto Run starts, click **[Exit]**.

To disable Auto Run, press the left 【Shift】 key when inserting the CD-ROM into the drive and keep it pressed until the computer finishes reading from the CD-ROM.

**E** **Specify the location where the source files of the printer driver is stored.**

If the CD-ROM drive is D, the source files of the printer driver are stored in the following location:

- RPCS
  D:\DRIVERS\RPCS\WIN2K_XP\(Language)\DISK1
- PCL 5e
  D:\DRIVERS\PCL5E\WIN2K_XP\(Language)\DISK1
- PCL 6
  D:\DRIVERS\PCL6\WIN2K_XP\(Language)\DISK1
- PostScript 3
  D:\DRIVERS\PS\WIN2K_XP\(Language)\DISK1

**F** **Check the printer driver location, and then click [OK].**

**G** **Click [Next >].**

**H** **Click [Finish].**

If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB001" port is added to the **[Printers]** window.

### *Note*

❒ The number after "USB" varies depending on the number of printers connected.

# Windows XP, Windows Server 2003 - USB

### *Important*

❒ Installing a printer driver requires Administrators permission. Log on using an account that has Administrators permission.

When USB is first used, Found New Hardware Wizard starts, and USB Printing Support is installed automatically.

If the printer driver has already been installed, plug and play is enabled, and the icon of the printer connected to the "USB" port is added to the **[Printers]** window.

The printer drivers can be installed from the supplied CD-ROM provided with this machine.

If the printer driver is not installed, follow the plug-and-play instructions of the printer to install it from the supplied CD-ROM.

A **Connect the machine to the computer using the USB cable.**

Connect the USB cable firmly.

B **In the Found New Hardware Wizard display, click [Search for a suitable driver for my device [recommended]], and then click [Next >].**

C **Insert the CD-ROM into the CD-ROM drive.**

If Auto Run starts, click **[Cancel]**, and then **[Exit]**.

To disable Auto Run, press the left 【Shift】 key when inserting the CD-ROM into the drive and keep it pressed until the computer finishes reading from the CD-ROM.

D **Select the [Include this location in the search] check box under [Search for the best driver in these location], and then click [Browse] to select the printer driver location.**

If the CD-ROM drive is D, the source files of the printer driver are stored in the following location:

- RPCS
  D:\DRIVERS\RPCS\WIN2K_XP\(Language)\DISK1
- PCL 5e
  D:\DRIVERS\PCL5E\WIN2K_XP\(Language)\DISK1
- PCL 6
  D:\DRIVERS\PCL6\WIN2K_XP\(Language)\DISK1
- PostScript 3
  D:\DRIVERS\PS\WIN2K_XP\(Language)\DISK1

E **Check the printer driver location, and then click [Next >].**

**6 Click [Continue].**

**7 Click [Finish].**

If installation is successful, the icon of the printer connected to the "USB001" port is added to the **[Printers and Faxes]** window.

1

### 🖉 Note

❒ The number after "USB" varies depending on the number of printers connected.

# Printing with Parallel Connection

This describes how to install the PCL or RPCS printer driver when using the parallel port.

To use a machine connected using a parallel interface, click **[LPT1]** when installing the printer driver.

⚜️**Important**

❒ To install this printer driver under Windows 2000 / XP Professional, Windows Server 2003, and Windows NT 4.0, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

❒ If your operating system is Windows NT4.0, download printer driver for Windows NT4.0 from the supplier's Web site.

## Installing the PCL or RPCS Printer Driver

**A** Quit all applications currently running.

**B** Insert the CD-ROM into the CD-ROM drive.

The installer starts.

**C** Select an interface language, and then click **[OK]**.

The default interface language is English.

**D** Click **[PCL/RPCS Printer Drivers]**.

**E** The software license agreement appears in the **[License Agreement]** dialog box.

After reading the agreement, click **[I accept the agreement.]**, and then click **[Next >]**.

**F** Select the printer driver you want to use in the **[Select Program]** dialog box.

You can select several printer drivers.

**G** Click **[Next >]**.

**H** Select the **[Printer Name]** check box to select the printer model you want to use.

The printer name can be changed in the **[Change settings for 'Printer Name']** box.

**I** Double-click the printer name to display the printer settings.

The details shown in **[Comment]**, **[Driver]**, and **[Port]** vary depending on the operating system, printer model, and port.

**J** Check that **[LPT1:]** is shown in **[Port]**.

**K** Select the **[Default Printer]** check box to configure the printer as default.

**⓬ Click [Finish].**

The printer driver installation starts.

**⓭ After the installation is completed, select one of the options to restart the computer either now or later, and then click [Finish].**

Restart the computer to complete installation.

### 🖉 Note

❒ To stop installation of the selected software, click **[Cancel]** before installation is complete.

❒ Auto Run may not work with certain operating system settings. In that case, launch "Setup.exe" on the CD-ROM root directory.

### 🔎Reference

A message appears if there is a newer version of the printer driver already installed. If there is, you cannot install the printer driver using Auto Run. If you still want to install the printer driver, use **[Add Printer]**. See "When a Message Appears during Installation of the Printer Driver", Trouble Shooting.

# Printing with Bluetooth Connection

This describes how to print using with Bluetooth devices.

## Supported Profiles

Refer the following supported profiles for Bluetooth connection.

❖ **SPP, HCRP**

- A maximum of two Bluetooth adaptor or Bluetooth-equipped computers can be connected at the same time using the Bluetooth interface: one by SPP, one by HCRP.
- When connecting more than one Bluetooth adaptor or Bluetooth-equipped computer at the same time, the first device that establishes connection is selected. When selecting the connection between the other devices, cancel the first established connection.
- SPP connection does not support bidirectional communications.
- HCRP connection supports bidirectional communications.

❖ **BIP**

- For BIP connection, a module including PostScript 3 must be installed in the machine.
- Only one Bluetooth adaptor or Bluetooth-equipped computer can be connected via BIP.
- Only JPEG images that can be printed using BIP.
- User codes are disabled for BIP.
  You cannot print if print functions are restricted.
- Some printers do not support BIP.

### *✍* Note

❐ In this manual, the instruction referred to print using SPP. To print using HCRP or BIP, see the Help supplied with the Bluetooth adapter you use.

## Printing with Bluetooth Connection

To install the printer driver, follow the procedure used to install parallel interface.

### ⚠️Important

❐ To install the printer driver under Windows 2000 / XP Professional or Windows Server 2003, you must have an account that has Manage Printers permission. Log on as an Administrators or Power Users group member.

**A** **Start 3Com Bluetooth Connection Manager.**

**B** **Check that the printer you want to use appears in 3Com Bluetooth Connection Manager.**

**C** **On the [Tool] menu, click [COM port].**

**D** **Check that the message "Bluetooth Serial Client (COMx) " appears under Client Ports. (X indicates the COM port number used by Bluetooth.)**

**E** **Click [Close].**

**F** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**G** **Click the icon of the printer you want to use.**

**H** **On the [File] menu, click [Properties].**

**I** **Click the [Ports] tab.**

**J** **Under [Port], select the [COMx:] check box. X indicates the COM port number used by Bluetooth.**

**K** **Click [OK].**

Close the **[Printers]** window.

#### *✐* Note

❐ To always use the same printer, select the **[Always use for this connection]** check box.

❐ System requirements vary depending on the Bluetooth standard and specifications. For details, see the manuals supplied with each product.

❐ For information about setting up Bluetooth under other operating systems or using it with different utilities, see the manuals supplied with those operating systems or utilities.

❐ If a dialog box appears while transmitting a print job, reestablish network connection as follows:

① Select the printer you want to use in the **[Printers and Faxes]** box.

② Click **[Connect]**.

#### *⌕* Reference

For details, see the manuals supplied with the Bluetooth adaptor or computer equipped with Bluetooth.

# Configuring Security Mode Settings

This describes how to configure the security mode settings.

**A** **Start 3Com Bluetooth Connection Manager.**

**B** **On the [Tools] menu, click [Security Mode].**

The **[Security Mode]** dialog box appears.

**C** **Select the security mode in the [Security Mode:] list.**

If you click **[High]**, or **[Custom]**, and specify **[Link]** in the **[Custom Settings]** dialog box, enter the Bluetooth password. For information about entering the password, see p.48 "Printing in the Security Mode".

For all other security modes and custom settings, no password is required.

For information about each mode, see the manuals supplied with the utility.

**D** **Click [OK].**

Close the **[Security Mode]** dialog box.

### ℘Reference

For details about the security mode, see 3Com Bluetooth Connection Manager Help. For details about the password entry which is required to transmit print jobs, see p.48 "Printing in the Security Mode".

# Printing in the Security Mode

This describes how to print in the security mode.

**A** **Send the print job to the printer in use.**

Depending on the computer configuration, the **[Connect]** dialog box may appear. If it does, use it to establish the network connection.

**B** **The [Authentication] dialog box appears.**

**C** **Enter the Bluetooth password, and then click [OK].**

As the Bluetooth password, enter the last four digits of the machine's serial number. You can find the serial number on the label attached to the back of the machine. For example, if the serial number is 00A0-001234, the Bluetooth password is 1234.

**D** **The print job is sent.**

### Note

❒ The Bluetooth password differs for each machine and cannot be changed.

# Making Option Settings for the Printer

Make option settings for the machine using the printer driver when bidirectional communication is disabled.

## ⌕Reference

For details about making option settings for the printer, see p.50 "If Bidirectional Communication Is Disabled".

## Conditions for Bidirectional Communication

Bidirectional communication allows information about paper size and feed direction settings to be automatically sent to the printer. You can check machine status from your computer.

- Bidirectional communication is supported by Windows 95 / 98 / Me / 2000 / XP, Windows Server 2003, and Windows NT 4.0.
- If you use the RPCS printer driver and bidirectional communication is enabled under Windows 2000, the **[Change Accessories]** tab is unavailable.

## ✐ Note

❒ The RPCS printer driver supports bidirectional communications and updates the machine status automatically.

❒ The PCL printer driver supports bidirectional communications. You can update the machine status manually.

To support bidirectional communication, the following conditions must be met:

❖ **When connected with parallel cables**

- The computer must support bidirectional communication.
- The machine must support bidirectional communication.
- The interface cable must support bidirectional communication.
- The machine must be connected to the computer using the standard parallel cables and parallel connectors.
- Under Windows 2000, **[Enable bidirectional support]** must be selected, and **[Enable printer pooling]** must not be selected on the **[Ports]** tab with the RPCS printer driver.

❖ **When connected with the network**

- The machine must support bidirectional communication.
- DeskTopBinder Lite must be installed, or the Standard TCP/IP port must be used.
- Under Windows 2000, **[Enable bidirectional support]** must be selected, and **[Enable printer pooling]** must not be selected on the **[Ports]** tab with the RPCS printer driver.

If the Standard TCP/IP port is not being used, one of the following conditions must be met in addition to the two above:

- The SmartDeviceMonitor for Client port and the TCP/IP protocol must be used.
- The standard TCP/IP port must be used without changing the default port name (for Windows 2000 / XP and Windows Server 2003).
- Microsoft TCP/IP print IP address must be specified for use (for Windows NT 4.0).
- When using IPP protocol with the PCL printer driver, the IPP port name must include the IP address.

❖ **When connected with USB**

The machine must be connected to the computer's USB port using the USB interface cable.

The computer must support bidirectional communication.

🖉 **Note**

❒ Install SmartDeviceMonitor for Client from the supplied CD-ROM.

## If Bidirectional Communication Is Disabled

Set up option settings when bidirectional communications are disabled.

⚙️**Important**

❒ Under Windows 2000 / XP and Windows Server 2003, Manage Printers permission is required to change the printer properties in the **[Printers]** folder. Log on as an Administrators or Power Users group member.

❒ Under Windows NT 4.0, Full Control permission is required to change the printer properties in the **[Printers]** (Windows 2000) or **[Printers and Faxes]** (Windows XP / Windows Server 2003) folder. Log on as an Administrators or Power Users group member.

🔢 **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

When using Windows XP or Windows Server 2003, point to **[Settings]** on the **[Start]** menu, and then click **[Printers and Faxes]**. The **[Printers and Faxes]** window appears.

🔢 **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

**D** **Click the [Change Accessories] tab.**

If options in the **[Change Accessories]** tab are disabled, bidirectional connection is enabled. In this case, no change is necessary for option settings.

If you are using the RPCS printer driver, click the **[Change Accessories]** tab.

**E** **Select options installed from the [Options] area, and then make the necessary settings.**

**F** **Select the total amount of the memory in [Total memory:] when the optional SDRAM module is added.**

**G** **Under [Paper source tray settings:], click and highlight the tray to be used, and then select the appropriate size, position, and type for the tray. Select the [Do not use Auto Tray Select] check box to exclude the tray from the targets of automatic tray selection.**

**H** **Click [OK] to close the printer properties dialog box.**

# Installing Font Manager 2000

⚠️**Important**

❒ Under Windows 2000 / XP, Windows Server 2003, or Windows NT 4.0, installing applications by Auto Run requires administrator permission. To install a printer driver by Auto Run, log on using an account that has administrator permission.

**A** **Quit all applications currently running.**

**B** **Insert the CD-ROM into the CD-ROM drive.**

The installer starts.

**C** **Click [Font Manager 2000].**

**D** **Follow the instructions on the screen.**

# Using Adobe PageMaker Version 6.0, 6.5, or 7.0

Under Windows 95 / 98 / Me / 2000 / XP, Windows Server 2003, or Windows NT 4.0 with Adobe PageMaker, you need to copy PPD files to the PageMaker folder.

PPD files have the .ppd extension in the folder "DRIVERS\PS\WIN9X_ME\(Language)\DISK1" on the CD-ROM.

The "WIN9X_ME" folder inside the "PS" folder is for Windows 95 / 98 / Me. Use the folder at this level that is appropriate for the operating system you are currently using.

The third folder "(Language)" may be substituted by an appropriate language name.

Copy the .ppd file to the PageMaker folder.

- **For PageMaker 6.0 default installation**
  The directory is "C:\PM6\RSRC\PPD4".

- **For PageMaker 6.5 default installation**
  The directory is "C:\PM65\RSRC\USENGLISH\PPD4".
  The "USENGLISH" may vary depending on your language selection.

- **For PageMaker 7.0 default installation**
  The directory is "C:\PM7\RSRC\USENGLISH\PPD4".
  The "USENGLISH" may vary depending on your language selection.

### 🖉 Note

❒ If the driver is not set correctly after copying the ".ppd" file, printing may not be performed properly.

❒ When using PageMaker, the optional features that can be selected by the printer driver will not be active. The following procedure describes how to activate the optional printer features.

① On the **[File]** menu, click **[Print]**.
  The **[Print Document]** dialog box appears.

② Make the necessary settings in the **[Features]** box.

**1**

# 2. Setting Up the Printer Driver

## PCL - Accessing the Printer Properties

### Windows 95 / 98 / Me - Accessing the Printer Properties

There are two methods to open the printer properties dialog box.

#### Making Printer Default Settings

To make the printer default settings, open the printer properties dialog box from the **[Printers]** window.

⚠️**Important**

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

**D** **Make the necessary settings, and then click [OK].**

  📝 **Note**
  ❒ With some applications, the printer driver settings are not used, and the application's own default settings are applied.

  🔎**Reference**
  For details, see the printer driver Help.

#### Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the printer properties dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows 95 / 98 / Me.

**A** **On the [File] menu, click [Print].**

The **[Print]** dialog box appears.

**B** **Select the printer you want to use in the [Name] list, and then click [Properties].**

The printer properties dialog box appears.

**C Make the necessary settings, and then click [OK].**

**D Click [OK] to start printing.**

### ✎ Note

❒ The procedure to open the printer properties dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ With some applications, the printer driver settings are not used, and the application's own default settings are applied.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

### ✐ Reference

For details, see the printer driver Help.

## Windows 2000 - Accessing the Printer Properties

### Making Printer Default Settings - The Printer Properties

### ⚠️Important

❒ To change the printer default settings including option configuration settings, log on using an account that has Manage Printers permission. Members of the Administrator and Power Users groups have Manage Printers permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B Click the icon of the printer you want to use.**

**C On the [File] menu, click [Properties].**

The printer properties dialog box appears.

**D Make the necessary settings, and then click [OK].**

### ✎ Note

❒ Settings you make here are used as the default settings for all applications.

### ✐ Reference

For details, see the printer driver Help.

**2**

### Making Printer Default Settings - Printing Preferences

#### ⚜️Important

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Printing Preferences...].**

The **[Printing Preferences]** dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

#### 🖉 Note

❒ Settings you make here are used as the default settings for all applications.

#### 🔎 Reference

For details, see the printer driver Help.

### Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the **[Printing Preferences]** dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows 2000.

**A** **On the [File] menu, click [Print...].**

The **[Print]** dialog box appears.

**B** **Select the printer you want to use in the [Select Printer] list.**

**C** **Make the necessary settings, and then click [Print] to start printing.**

#### 🖉 Note

❒ The procedure to open the **[Printing Preferences]** dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

#### 🔎 Reference

For details, see the printer driver Help.

# Windows XP, Windows Server 2003 - Accessing the Printer Properties

## Making Printer Default Settings - The Printer Properties

### ❖Important

❒ To change the printer default settings including option configuration settings, log on using an account that has Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, click [Printers and Faxes].**

The **[Printers and Faxes]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

The printer properties dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

### Note

❒ Settings you make here are used as the default settings for all applications.

### Reference

For details, see the printer driver Help.

## Making Printer Default Settings - Printing Preferences

### ❖Important

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, click [Printers and Faxes].**

The **[Printers and Faxes]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Printing Preferences...].**

The **[Printing Preferences]** dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

### Note

❒ Settings you make here are used as the default settings for all applications.

### $\mathcal{P}$ Reference

For details, see the printer driver Help.

## Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the **[Printing Preferences]** dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows XP.

**A** On the **[File]** menu, click **[Print...]**.

The **[Print]** dialog box appears.

**B** Select the printer you want to use in the **[Select Printer]** list.

**C** Make the necessary settings, and then click **[Print]** to start printing.

### $\mathscr{D}$ Note

❒ The procedure to open the **[Printing Preferences]** dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

### $\mathcal{P}$ Reference

For details, see the printer driver Help.

# Windows NT 4.0 - Accessing the Printer Properties

## Making Printer Default Settings - The Printer Properties

### ⚠️ Important

❒ To change the printer default settings including option configuration settings, log on using an account that has Full Control permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** On the **[Start]** menu, point to **[Settings]**, and then click **[Printers]**.

The **[Printers]** window appears.

**B** Click the icon of the printer you want to use.

**C** **On the [File] menu, click [Properties].**

The printer properties dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

### ✎ Note

❒ Settings you make here are used as the default settings for all applications.

### ℘ Reference

For details, see the printer driver Help.

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### Making Printer Default Settings - Default

### ❖ Important

❒ To change the printer default settings including option configuration settings, log on using an account that has Full Control permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Document Defaults].**

The **[Default]** dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

### ✎ Note

❒ Settings you make here are used as the default settings for all applications.

### ℘ Reference

For details, see the printer driver Help.

## Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the printer properties dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows NT 4.0.

**A** **On the [File] menu, click [Print].**

The **[Print]** dialog box appears.

**B** **Select the printer you want to use in the [Name] list, and then click [Properties].**

The printer properties dialog box appears.

**C** **Make the necessary settings, and then click [OK].**

**D** **Click [OK] to start printing.**

### Note

❒ The procedure to open the printer properties dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ With some applications, the printer driver settings are not used, and the application's own default settings are applied.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

### Reference

For details, see the printer driver Help.

# RPCS - Accessing the Printer Properties

## Windows 95 / 98 / Me - Accessing the Printer Properties

There are two dialog box types of the printer properties dialog box.

"Multi-tab" is used as an example in this manual. For details about changing the dialog box types, see the printer driver Help.

❖ **Multi-tab**
This dialog box type is designed for users who often change print settings to perform various printing operations.

❖ **Custom Setting**
This dialog box type is designed for users who rarely change print settings. This type of dialog box may vary depending on the installed options.

### Making Printer Default Settings

To make the printer default settings, open the printer properties dialog box from the **[Printers]** window.

🟡**Important**

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

When you open the printer properties dialog box initially after installing the RPCS printer driver, a confirmation message appears. After clicking **[OK]**, the printer properties dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

🖉 **Note**

❒ With some applications, the printer driver settings are not used, and the application's own default settings are applied.

🔍**Reference**

For details, see the printer driver Help.

## Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the printer properties dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows 95 / 98 / Me.

**A** **On the [File] menu, click [Print].**

The **[Print]** dialog box appears.

**B** **Select the printer you want to use in the [Name] list, and then click [Properties].**

The printer properties dialog box appears.

**C** **Make the necessary settings, and then click [OK].**

**D** **Click [OK] to start printing.**

### Note

❒ The procedure to open the printer properties dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ With some applications, the printer driver settings are not used, and the application's own default settings are applied.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

### Reference

For details, see the printer driver Help.

# Windows 2000 - Accessing the Printer Properties

This describes how to launch printer driver's properties.

## Making Printer Default Settings - The Printer Properties

⚙️**Important**

❒ To change the printer default settings including option configuration settings, log on using an account that has Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

The printer properties dialog box appears.

When you open the printer properties dialog box initially after installing the RPCS printer driver, a confirmation message appears. After clicking **[OK]**, the printer properties dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

🖉 **Note**

❒ Settings you make here are used as the default settings for all applications.

🔎 **Reference**

For details, see the printer driver Help.

## Making Printer Default Settings - Printing Preferences

⚙️**Important**

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Printing Preferences...].**

The **[Printing Preferences]** dialog box appears.

**4** **Make the necessary settings, and then click [OK].**

#### *✎* **Note**

❒ Settings you make here are used as the default settings for all applications.

#### *𝒫* **Reference**

For details, see the printer driver Help.

### Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the **[Printing Preferences]** dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows 2000.

**1** **On the [File] menu, click [Print...].**

The **[Print]** dialog box appears.

**2** **Select the printer you want to use in the [Select Printer] list.**

**3** **Make the necessary settings, and then click [Print] to start printing.**

#### *✎* **Note**

❒ The procedure to open the **[Printing Preferences]** dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

#### *𝒫* **Reference**

For details, see the printer driver Help.

# Windows XP, Windows Server 2003 - Accessing the Printer Properties

## Making Printer Default Settings - The Printer Properties

**⚜Important**

❒ To change the printer default settings including option configuration settings, log on using an account that has Manage Printers permission. Members of the Administrators and Power Users groups have Manage Printers permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, click [Printers and Faxes].**

The **[Printers and Faxes]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

The printer properties dialog box appears.

When you open the printer properties dialog box initially after installing the RPCS printer driver, a confirmation message appears. After clicking **[OK]**, the printer properties dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

**📝 Note**

❒ Settings you make here are used as the default settings for all applications.

**🔎 Reference**

For details, see the printer driver Help.

## Making Printer Default Settings - Printing Preferences

**⚜Important**

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, click [Printers and Faxes].**

The **[Printers and Faxes]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Printing Preferences...].**

The **[Printing Preferences]** dialog box appears.

**4** **Make the necessary settings, and then click [OK].**

### *Note*

❒ Settings you make here are used as the default settings for all applications.

### *Reference*

For details, see the printer driver Help.

### Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the **[Printing Preferences]** dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows XP.

**1** **On the [File] menu, click [Print...].**

The **[Print]** dialog box appears.

**2** **Select the printer you want to use in the [Select Printer] list.**

**3** **Make the necessary settings, and then click [Print] to start printing.**

### *Note*

❒ The procedure to open the **[Printing Preferences]** dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

### *Reference*

For details, see the printer driver Help.

# Windows NT 4.0 - Accessing the Printer Properties

## Making Printer Default Settings - The Printer Properties

### ✥Important

❒ To change the printer default settings including option configuration settings, log on using an account that has Full Control permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Properties].**

The printer properties dialog box appears.

When you open the printer properties dialog box initially after installing the RPCS printer driver, a confirmation message appears. After clicking **[OK]**, the printer properties dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

### ✐ Note

❒ Settings you make here are used as the default settings for all applications.

### ✎Reference

For details, see the printer driver Help.

## Making Printer Default Settings - Default

### ✥Important

❒ To change the printer default settings including option configuration settings, log on using an account that has Full Control permission. Members of the Administrators, Server Operators, Print Operators, and Power Users groups have Full Control permission by default.

❒ You cannot change the printer default settings for each user. Settings made in the printer properties dialog box are applied to all users.

**A** **On the [Start] menu, point to [Settings], and then click [Printers].**

The **[Printers]** window appears.

**B** **Click the icon of the printer you want to use.**

**C** **On the [File] menu, click [Document Defaults...].**

The **[Default]** dialog box appears.

**D** **Make the necessary settings, and then click [OK].**

### Note
❒ Settings you make here are used as the default settings for all applications.

### Reference
For details, see the printer driver Help.

## Making Printer Settings from an Application

You can make printer settings for a specific application.

To make printer settings for a specific application, open the printer properties dialog box from that application. The following explains how to make settings for the WordPad application provided with Windows NT 4.0.

**A** **On the [File] menu, click [Print].**

The **[Print]** dialog box appears.

**B** **Select the printer you want to use in the [Name] list, and then click [Properties].**

The printer properties dialog box appears.

**C** **Make the necessary settings, and then click [OK].**

**D** **Click [OK] to start printing.**

### Note
❒ The procedure to open the printer properties dialog box may vary depending on the application. For details, see the manuals provided with the application you use.

❒ With some applications, the printer driver settings are not used, and the application's own default settings are applied.

❒ Any settings you make in the following procedure are valid for the current application only.

❒ General users can change the properties displayed in the **[Print]** dialog box of an application. Settings made here are used as defaults when printing from this application.

### Reference
For details, see the printer driver Help.

# 3. Other Print Operations

## Printing a PDF File Directly

You can send PDF files directly to the machine for printing, without having to open a PDF application.

### ⚡Important

❒ The function can be used with genuine Adobe PDF files only.

❒ This function supports version 1.3, 1.4, and 1.5 PDF files.

❒ PDF files created using the transparency function of PDF version 1.4 may not be printed.

❒ PDF files created using Crypt Filter and/or the 16 bit color image function of PDF version 1.5 cannot be printed.

❒ PDF version 1.6 (Acrobat 7.0) files created without any functions that are exclusive to PDF version 1.6 can be printed.

❒ Some types of High Compression PDF files may not be printed. Consult your sales representative about the supported file types.

### 📝 Note

❒ Paper size errors may occur when printing on custom size paper.

### Printing Method

The following procedures explain the two methods of direct PDF printing - using Auto Document Link or by entering commands.

### Using DeskTopBinder Lite

Installing DeskTopBinder Lite

Follow the procedure below to install DeskTopBinder Lite.

**A** **Quit all applications currently running.**

**B** **Insert the "Scanner Driver and Utilities" CD-ROM into the CD-ROM drive.**

The installer starts.

Auto Run may not work under certain operating system settings. In this case, launch "Setup.exe" located on the CD-ROM root directory.

**C** **Select an interface language, and then click [OK].**

**D** **Click [DeskTopBinder Lite] .**

**E Follow the instructions on the display to install DeskTopBinder Lite.**

If you are required to restart the computer after installing DeskTopBinder Lite, restart the computer and continue the configuration.

## DeskTopBinder Lite Enhancements

Follow the DeskTopBinder Lite enhancement procedure to print PDF files directly.

**A On the [Start] menu, click [Programs], [DeskTopBinder], and [Extended Features Wizard].**

**B When [Extended Features Wizard] appears, select [Start], and then click [Next] repeatedly until the [Printing Function2] screen appears.**

**C On the [Printing Function2] screen, click [Add...] to display [PDF Direct Print Properties].**

**D Select Driver for This Machine, click [OK], and then click [Next] repeatedly until [Finish] is displayed.**

Click **[Finish]**.

## Function Palette

The Function palette contains buttons for functions that are already configured through DeskTopBinder Lite enhancement. Using these buttons, you can print Windows files, preview printouts, convert images, and register scanners for documents without having to open DeskTopBinder Lite. You can also use these functions simply by dragging a target file to the button corresponding to the required function and dropping it there.

**A On the [Start] menu, click [Programs], [DeskTopBinder], and [Function Palette].**

An icon for the Function palette is added to the task bar displayed at the bottom right of the screen.

**B Right-click the icon that is added to the task bar, and then click [Properties] to display the Properties screen.**

**C Click the [Contents] tab, select the [PDF Direct Print] check box at the center, and then click [OK].**

The **[Properties]** screen closes and the **[PDF Direct Print]** icon is added to the palette.

## PDF Direct Printing

Use the method below to print PDF files directly.

**A** **Drag the PDF file you want to print to the PDF Direct Printing icon in the palette and drop it there.**

**B** **[Output File List-PDF Direct Print] is displayed.**

Highlight the PDF you want to print, and then click **[OK]**.

The PDF file is printed.

## Printing PDF Password-Protected Documents

Follow the procedure below to print password-protected PDF files.

**A** **In the Windows [Start] menu, click [Programs], [DeskTopBinder], and [Extended Features Wizard].**

**B** **When [Extended Features Wizard] appears, select [Start], and then click [Next].**

**C** **On the [Printing Function2] screen, click [Properties] to display [PDF Direct Print Properties].**

**D** **Select the [Use PDF Password] check box at the bottom right of the screen, and then click [OK].**

Click **[Next]** repeatedly until **[Finish]** appears.

Click **[Finish]** to close the **[Extended Features Wizard]** screen.

**E** **Move the PDF file you want to print to the PDF Direct Printing icon on the palette using a drag-and-drop operation.**

**F** **[Output File List-PDF Direct Print] is displayed.**

Select the PDF file you want to output to make it reverse video, and then click **[OK]**.

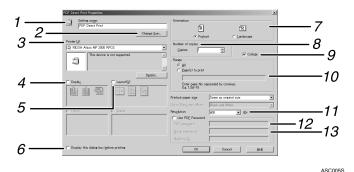**G** **The [PDF Direct Print Properties] screen opens.**

Enter the password for the PDF file you want to print in the **[PDF Password]** field at the bottom right of the screen, and then click **[OK]**.

The password-protected PDF file is printed.

### Note

❒ Before printing a password-protected PDF file, perform one of the following:

- Enter the PDF password in the PDF Direct Printing Properties screen.
- Specify a PDF password by selecting **[Change PDF Password]** in the **[PDF Menu]** on the control panel of this machine

❒ If a **[PDF Group Password]** for the **[PDF Menu]** menu is assigned to either DeskTopBinder Lite or the control panel of this machine, a same group password needs to be assigned to the other.

## PDF Direct Print Properties



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*1.* **Setting name:**

Displays the plug-in configuration name (up to 63 single byte characters)

*2.* **Change Icon...**

Changes the icon displayed on the tool bar.

*3.* **Printer:**

Displays a list of RPCS drivers that support PDF direct printing.

*4.* **Duplex**

Prints on both sides of sheets.

*5.* **Layout**

Prints multiple pages on a single sheet.

*6.* **Display this dialog box before printing**

Appears in PDF direct printing mode if this check box is selected.

*7.* **Orientation**

Specifies the original's orientation.

*8.* **Number of copies**

Specifies the number of copies to print.

*9.* **Collate**

Sorts printed sheets.

*10.* **Range**

Specify the pages you want to print.

*11.* **Resolution**

Specifies a print resolution.

*12.* **PDF password**

If the PDF file is password-protected, enter the password in this field. Otherwise, the file cannot be printed.

*13.* **Group password**

If a group password is assigned to DeskTopBinder Lite and this machine, enter the group password in this field. Otherwise, printing cannot start.

## Using commands

You can print PDF files directly, using commands such as "ftp", "sftp", and "lpr".

### $\mathcal{P}$**Reference**

For details about UNIX commands, see Network Guide.

# Unauthorized Copy Control

To prevent unauthorized copying, you can embed patterns and text beneath the print. You do not need a special paper to use this function. If a paper with text or image patterns is copied by a copier or a multi-function printer, either the patterns are printed vividly or the copy is grayed out, so as to protect the information on the original from leaking. To print with protection against unauthorized copying, you can use **[Data security for copying]** and **[Mask type:]**.

### ⚠️Important

❒ This function is designed to discourage copying of confidential documents; it does not prevent unauthorized use of information.

❒ You must install the Copy Data Security Unit to gray out files protected by Data Security for Copying that are stored in the document server or printed. You do not have to install the unit to print files that are protected by Data Security for Copying.

❒ You can use this machine to print files that are protected by data security for copying. However, because you cannot install the Copy Data Security unit on this machine, copies of files cannot be grayed out when using data security for copying.

❒ Data security for copying cannot be used together Toner saving.

❒ Use the following setting to make the embedded pattern or text for preventing unauthorized copying more visible:

- Under **[Copier Features]**, **[Original Type Setting]**, set **[Original Type 1 (Text)]** to **[Special Mode 1]**.

- Note that if you make this setting, gray-scale images in documents that do not contain embedded patterns or text might not be copied properly.

❒ To use the Unauthorized Copy Control function, configure the RPCS printer driver settings as shown below. This function cannot be selected if other settings are applied.

- In the **[Paper Type:]** list, select **[Plain/Recycled]**.

## Opening the Unauthorized Copy Control Window

**A** **In the RPCS printer driver, open the [Printing Preference] window.**

**B** **Click [Add/Change Custom Settings...].**

**C** **Select the [Unauthorized copy...] check box.**

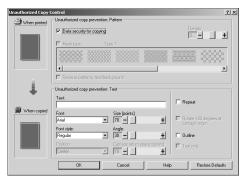**D** **Click [Control Settings...].**

The Unauthorized Copy Control window appears.

### 📝Note

❒ For details, see the printer driver Help.
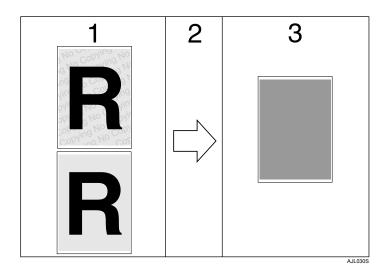
# Using [Data security for copying]

If a document printed with data security for copying is copied by or stored in the Document Box of a copier or multi-function printer with the copy data security unit, the copy or stored file is grayed out. This section explains how to specify the printer driver setting for printing using **[Data security for copying]**.



❖ **Setting [Data security for copying] in the printer driver**

- Select the **[Data security for copying]** checkbox. You can also enter the text in the **[Text:]** box.

- You cannot select the **[Mask type:]** checkbox at the same time.

- To print a document protected by gray overprint, the machine must be set up correctly. Consult an administrator.

❖ **Printing a document using [Data security for copying]**



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*1.* **The pattern and text you have set is printed.**

*2.* **The document is copied or stored in copiers / multifunction machines which the Copy Data Security unit is installed.**

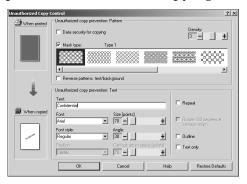*3.* **The document is blanked by gray overprint.**

### 📎 Note

❒ This machine can print only as described in Step 1.

❒ Only the RPCS printer driver is supported.

❒ You cannot partially embed a pattern and text in a document.

❒ Use $182 \times 257$ mm ($7^1/_4 \times 10^1/_2$ in.) or larger paper.

❒ Use ordinary or recycled paper of at least 70% whiteness.

❒ Duplex printing may interfere with this function as a result of text and patterns being visible through the paper.

❒ Printing with background patterns and text may be slower than normal printing.

### 🔍 Reference

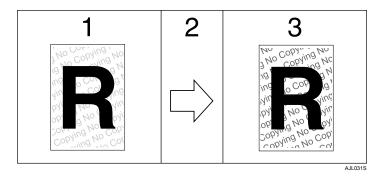For details about setting **[Data security for copying]**, see the printer driver Help.

# Using [Mask type:]

You can embed patterns and text in a document by setting in the printer driver to prevent unauthorized copying.



❖ **Setting [Mask type:] in the printer driver**

- Select a pattern from **[Mask type:]**, and then enter text in the **[Text:]** box.

### ✎ Note

❒ You can set only **[Text:]**, but **[Mask type:]** and **[Text:]** must be set together.

❒ To switch text and background patterns, select the **[Reverse patterns: text/background]** check box.

❖ **Printing a document using [Mask type:]**



AJL031S

*1.* **The pattern and text you have set is printed palely.**

*2.* **The document is copied, scanned, or stored in copiers / multifunction machines.**

*3.* **The pattern and text you have set appear clearly.**

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### 🖉 Note

❒ Only the RPCS printer driver is supported.

❒ You cannot partially embed patterns and text strings in a document.

❒ To make the embedded pattern clear, set the character size at least 50 pt (preferably 70 to 80 pt) and character angle to between 30 and 40 degrees.

❒ Due to the effects of the settings, the results of copying, scanning, and saving documents in the document server may vary depending on the machine model and setting conditions.

❒ Printing with background patterns and text may be slower than normal printing.

### 🔎Reference

For details about setting **[Mask type:]**, see the printer driver Help.

## Important Notice

• The supplier does not provide warranty regarding the appearance of print patterns and other copy protection features. The appearance of the print patterns and the performance of Unauthorized Copy Control may vary depending on the quality of paper used and the machine model and settings.

• The supplier takes no responsibility for any damages sustained in connection with use of or inability to make use of Unauthorized Copy Control print patterns.

# Form Feed

This section gives instructions for operating the machine when there is no tray for the selected paper size or type, or when paper loaded in the machine has run out.

### ⚓Important

❒ The tray cannot be changed if the following functions are set:

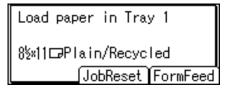- Duplex Print to a tray that does not support duplex printing

### 🖉 Note

❒ If form feed is selected for a tray with the following settings, you can change the tray by canceling the settings:

- Duplex Print

❒ If Auto Continue is selected, form fed paper is printed after a set interval. See "Printer Features", General Settings Guide.
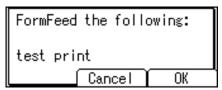
## Printing from a Selected Tray

If the machine does not have a tray for the selected paper size or paper type, or if the selected paper loaded in the machine has run out, a caution message appears. If this message appears, do the following procedure.

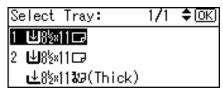A **When the caution message appears, press [FormFeed].**

```
Load paper in Tray 1

8½×11⮒Plain/Recycled
            JobReset FormFeed
```

B **On the confirmation screen, press [OK].**

```
FormFeed the following:

test print
            Cancel        OK
```

If you want to stop printing, press **[Cancel]**.

C **Select the tray for form feed using 【▼】 or 【▲】 from those that appear on the display panel, and then press the 【OK】 key.**

If you want to print after adding paper to the tray, select the tray after loading the correct paper.

```
Select Tray:     1/1  ≑ OK
1 ⊔8½×11▭
2 ⊔8½×11▭
  ⊔8½×11▨(Thick)
```
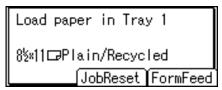
The machine prints using the selected tray.

### *Note*

❒ If a tray with a smaller paper size is selected, the print job may be cut short, or other problems may occur.

## Canceling a Print Job

Follow this procedure for canceling the print job if the message prompting form feed appears.
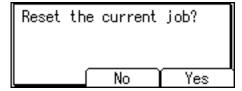
A **Press [JobReset].**

```
Load paper in Tray 1

8½×11▭Plain/Recycled
            JobReset │FormFeed
```

B **Press [Current].**

```
Reset the following job:



      Current │ Resume
```

The confirmation message appears.

To resume printing jobs, press **[Resume]**.

C **Press [Yes] to cancel the print job.**

```
Reset the current job?



         No  │  Yes
```

Press **[No]** to return to the previous display.

### 🖉 Note

❒ If the machine is shared by multiple computers, be careful not to accidentally cancel someone else's print job.

❒ Under Windows, If the machine is connected to the computer using a parallel cable, sent print jobs may be canceled if **[JobReset]** is pressed while "Waiting..." is displayed on the control panel. After the interval set in **[I/O Timeout]** in Printer Features has passed, the next print job can be sent. A print job sent from a different client computer will not be canceled in this case.

❒ You cannot stop printing data that has already been processed. For this reason, printing may continue for a few pages after you press **[JobReset]**.

❒ A print job containing a large volume of data may take considerable time to stop.

### 🔎 Reference

For details, see p.83 "Canceling a Print Job".

# Canceling a Print Job

This section gives instruction to stop printing from the computer or the control panel.

## Canceling a Print Job Using the Control Panel

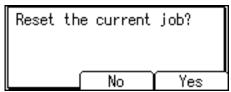**A** **Press [JobReset] on the display panel.**

A confirmation message appears.

**B** **Press [Current].**

```
Reset the following job:



         Current   Resume
```

To resume printing jobs, press **[Resume]**.

**C** **Press [Yes] to cancel the print job.**

```
Reset the current job?



           No       Yes
```

Press **[No]** to return to the previous display.

## Windows - Canceling a Print Job from the computer

You can cancel a print job from the computer if transferring print jobs is not completed.

**A** **Double-click the printer icon on the Windows task tray.**

A window appears, showing all print jobs currently queued for printing. Check the current status of the job you want to cancel.

**B** **Select the name of the job you want to cancel.**

**C** **On the [Document] menu, click [Cancel Printing].**

**D** **Press the [Printer] key on the machine's control panel.**

### ✐ Note

❒ If the machine is shared by multiple computers, be careful not to accidentally cancel someone else's print job.

❒ If the machine is connected to the computer using a parallel cable, sent print jobs may be canceled if **[JobReset]** is pressed while "Waiting..." is displayed on the control panel. After the interval set in **[I/O Timeout]** in Printer Features has passed, the next print job can be sent. A print job sent from a different client computer will not be canceled in this case.

❒ In Windows XP, Windows Server 2003, and Windows NT 4.0, click **[Cancel]** on the **[Document]** menu.

❒ In Windows 95 / 98 / Me / 2000 or Windows NT 4.0, you can also open the print job queue window by double-clicking the machine icon in the **[Printers]** machine window (the **[Printers and Faxes]** window under Windows XP and Windows Server 2003).

❒ You cannot stop printing data that has already been processed. For this reason, printing may continue for a few pages after you press **[JobReset]**.

❒ A print job containing a large volume of data may take considerable time to stop.
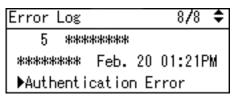
# Checking the Error Log

If files could not be stored due to printing errors, identify the cause of the errors by checking the error log on the control panel.

### ✏Important

❒ The most recent 30 errors are stored in the error log. If a new error is added when there are 30 errors already stored, the oldest error is deleted.

❒ If the main power switch is turned off, the log is deleted.

**A** Press the 【Printer】 key to display the Printer screen.

**B** Press [Menu].

```
Ready




JobReset          Menu
```

**C** Press [Show Error Log] and then press the 【OK】 key.

**D** Select the error log you want to check using 【▼】 or 【▲】.

```
Error Log        8/8  ⬍
    5   ********
********  Feb. 20 01:21PM
▶Authentication Error
```
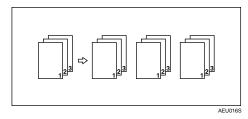
A detailed error log appears.

### ✐ Note

❒ Press the 【Escape】 key until the Printer screen appears after checking the log.

❒ To print files that appear in the error log, resend them after stored files have been printed or deleted.

# Collate

When printing multiple documents such as handouts for meetings, you can separate sets into order. This function is known as "Collate". Collate stores data transmitted from a computer in memory.

❖ **Collate**

Printed output is assembled as sets in sequential order.



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### 🖉 Note

❒ You can set Collate in the printer driver settings.

❒ If Auto Continue occurs on the first set, Collate will be canceled.

❒ If forced printing occurs on the first set, Collate will be canceled.

❒ When setting Collate in the printer driver settings, make sure that a collate option is not selected in the application's print settings. If a collate option is selected, printing will not be as intended.

### 🔎 Reference

For information about paper sizes and the number of sets you can use Collate with in every option, see Copy Reference.

For printing methods, see the printer driver Help.

# 4. The Functions and Settings of the Machine

## Mainframe

Network Guide, PostScript 3 Supplement, and UNIX Supplement cover all models, and therefore contain all the functions and settings. This chapter describes the functions and setting items used for configuring the model you are using.

### ✎ Reference

For details about functions and setting items, see Network Guide, PostScript 3 Supplement and UNIX Supplement.

## Functions

The following functions are available with the machine:

- Copy
- Printer
- Scanner
- Fax

### ✎ Note

❒ The machine must be equipped with the Printer/Scanner Unit in order to use the printer or scanner function.

## Interface

The following interfaces are available with the machine:

- Ethernet (100BASE-TX / 10BASE-T)
- USB (2.0)
- IEEE 1284 (Parallel) (Optional)
- IEEE 802.11b (Wireless LAN) (Optional)
- Bluetooth (Optional)

### ✎ Note

❒ To use the IEEE 1284, IEEE 802.11b (wireless LAN), or Bluetooth interface, the machine must be equipped with the corresponding unit for that interface.

❒ You cannot have the IEEE 1284, IEEE 802.11b (wireless LAN), and Bluetooth interface on the machine at the same time.

# List of the Setting Items

## Web Image Monitor

The following tables show Web Image Monitor items that can be viewed or modified depending on the selected mode on the Web browser.

Select one of the following modes to log on Web Image Monitor:

- User mode: log on as a user
- Administrator mode: log on as an administrator

❖ **Home**

- Status

| Menu | User mode | Administrator mode |
|---|---|---|
| Status | Read | Read |
| Toner | Read | Read |
| Input Tray | Read | Read |
| Output Tray | Read | Read |

- Device Info

| Menu | User mode | Administrator mode |
|---|---|---|
| Functions | Read | Read |
| System | Read | Read |
| Version | Read | Read |
| Printer Language | Read | Read |

- Counter

| Menu | User mode | Administrator mode |
|---|---|---|
| Copier | Read | Read |
| Printer | Read | Read |
| Fax | Read | Read |
| Send/TX Total | Read | Read |
| Fax Transmission | Read | Read |
| Scanner Send | Read | Read |
| Other Function(s) | Read | Read |

❖ **Job**

- Job List

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Current/Waiting Jobs | Read | Read |
| Job History | Read | Read |

- Printer

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Job History | Read | Read |
| Error Log | Read | Read |

- Fax History

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Transmission | Read | Read |
| Reception | Read | Read |
| LAN-Fax | Read | Read |

❖ **Address Book**

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Address List | None | Read/Modify |

❖ **Configuration**

- Device Settings

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| System | Read | Read/Modify |
| Paper | Read | Read/Modify |
| Date/Time | Read | Read/Modify |
| Timer | Read | Read/Modify |
| Logs | None | Read/Modify |
| E-mail | Read | Read/Modify |
| Auto E-mail Notification | None | Read/Modify |
| On-demand E-mail Notification | None | Read/Modify |
| File Transfer | None | Read/Modify |
| User Authentication Management | None | Read/Modify |
| Administrator Authentication Management | None | Read/Modify |
| Program/Change Administrator | None | Read/Modify |

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| LDAP Server | None | Read/Modify |
| Firmware Update | None | Read/Modify |

- Printer

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Basic Settings | Read | Read/Modify |
| Tray Parameters (PCL) | None | Read/Modify |
| Tray Parameters (PS) | None | Read/Modify |
| PDF Temporary Password | Modify | None |
| PDF Group Password | None | Modify |
| PDF Fixed Password | None | Modify |

- Fax

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| General | None | Read/Modify |
| Administrator Tools | None | Read/Modify |
| E-mail Settings | None | Read/Modify |
| IP-Fax Settings | None | Read/Modify |
| IP-Fax Gateway Settings | None | Read/Modify |
| Parameter Settings | None | Read/Modify |

- Interface

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Interface Settings | Read | Read/Modify |
| Wireless LAN Settings | Read | Read/Modify |

- Network

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| IPv4 | Read | Read/Modify |
| IPv6 | Read | Read/Modify |
| NetWare | Read | Read/Modify |
| AppleTalk | Read | Read/Modify |
| SMB | Read | Read/Modify |
| SNMP | None | Read/Modify |
| SNMPv3 | None | Read/Modify |
| SSDP | None | Read/Modify |
| Bonjour | Read | Read/Modify |
| System Log | Read | Read |

- Security

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Network Security | None | Read/Modify |
| Access Control | None | Read/Modify |
| IPP Authentication | None | Read/Modify |
| SSL/TLS | None | Read/Modify |
| ssh | None | Read/Modify |
| Site Certificate | None | Read/Modify |
| Device Certificate | None | Read/Modify |

- RC Gate

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Setup RC Gate | None | Read/Modify |
| Update RC Gate Firmware | None | Read/Modify |
| RC Gate Proxy Server | None | Read/Modify |

- Webpage

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Webpage | Read/Modify | Read/Modify |

- Extended Feature Settings

| Menu | User mode | Administrator mode |
|------|-----------|--------------------|
| Startup Setting | None | Read/Modify |
| Extended Feature Info | None | Read |
| Install | None | Read/Modify |
| Uninstall | None | Read/Modify |
| Administrator Tools | None | Read/Modify |
| Copy Extended Features | None | Read/Modify |
| Copy Card Save Data | None | Read/Modify |

### Note

❐ Some items are not displayed depending on the security settings.

## telnet

The following telnet can be used with the machine:

access, appletalk, authfree, autonet, bonjour (rendezvous), btconfig, device-name, dhcp, diprint, dns, domainname, help, hostname, ifconfig, info, ipp, ipv6, logout, lpr, netware, passwd, prnlog, route, set, show, slp, smb, snmp, sntp, ssdp, ssh, status, syslog, upnp, web, wiconfig, wins

# Settings that can be used with PostScript 3

The following PostScript 3 settings can be used with the machine:

## Note

❒ Depending on a type of printer drivers, different items may be displayed.

| Settings | Selectable Items |
|---|---|
| Fit to Paper | Prompt User, Nearest Size and Scale, Nearest Size and Crop |
| Collate | Off, On |
| Print Mode | Through, Edge smoothing, Toner Saving |
| Dithering: | Auto, Photographic, Text, User Setting |
| Image Smoothing: | Off, On, Auto, Less than 90 ppi, Less than 150 ppi, Less than 200 ppi, Less than 300 ppi |
| Orientation Override | Off, Landscape, Portrait |
| Watermark | Off, On |
| Watermark Text | CONFIDENTIAL, COPY, DRAFT, FINAL, FILE COPY, PROOF, TOP SECRET |
| Watermark Font | Helvetica Bold, Courier Bold, Times Bold |
| Watermark Size | 24 Point, 36 Point, 48 Point, 60 Point, 72 Point |
| Watermark Angle | 180 Degrees, 135 Degrees, 90 Degrees, 45 Degrees, 0 Degrees, -45 Degrees, -90 Degrees, -135 Degrees, -180 Degrees |
| Watermark Style | Gray, Outlined |

# Specifications

This section contains the machine's electrical and hardware specifications, including information about its options.

| Component | Specifications |
|---|---|
| Resolution | 600/300 dpi |
| Printing speed | 16 ppm<br>(A4 ⬜, $8^1/_2 \times 11$ ⬜ plain paper)<br>Printing speeds depend on the machine. Check which type of machine you have. See About This Machine. |
| Interface | Standard:<br>• Ethernet interface (100 BASE-TX / 10 BASE-T)<br>• USB 2.0 interface<br>Option:<br>• IEEE 1284 parallel interface<br>  Use a standard 36-pin printer cable not longer than 3 meters (10 feet).<br>• IEEE 802.11b wireless LAN interface<br>• Bluetooth interface |
| Network protocol | TCP/IP, IPX/SPX, AppleTalk |
| Printer language | Standard: RPCS, PCL 5e, PCL XL<br>Option: PostScript 3, PDF |
| Fonts | PCL XL/5e :<br>Monotype Imaging 35 Intellifonts, 10 TrueType fonts, 13 International fonts, and 1 Bitmap font.<br>PostScript 3 :<br>136 fonts (Type 2:24, Type 14:112) |
| Memory | 384 MB |
| Network cable | 100 BASE-TX / 10 BASE-T shielded twisted-pair (STP, Category/Type5) cable. |
| USB Interface (Standard) | • Supported Operating System:<br>  Windows Me / 2000 / XP, Windows Server 2003, MacOS 9.2.2, MacOS 10.3.3 or later<br>• Transmission spec.<br>  USB 2.0 Standard<br>• Connectable Device:<br>  Devices corresponding to USB 2.0 Standard |

### *Note*

❒ When using MacOS, use only the standard USB interface. The optional USB interface board is not supported.

❒ When using the USB Interface (Standard) with MacOS 9.2.2, only USB 1.1 is supported.

❒ When using the USB Interface (Standard) with Windows Me, install USB Printing Support. Windows Me only supports USB 1.1 speed.

## Options

### *Important*

❒ The IEEE 802.11b interface unit, the IEEE 1284 interface board, and Bluetooth interface unit cannot be installed concurrently.

### IEEE 1284 Interface Board Type A

❖ **Transmission spec.:**
IEEE 1284

❖ **Required cable:**
Standard IEEE 1284 compliant Micro Centronics 36 pin cable

### IEEE 802.11b Interface Unit Type H

❖ **Transmission spec.:**
Based on IEEE 802.11b (wireless LAN)

❖ **Protocol:**
TCP/IP, IPX/SPX, AppleTalk

### *Note*

❒ SmartDeviceMonitor and Web Image Monitor are supported.

❖ **Data transfer speed:**
Auto select from below speed
1 Mbps, 2 Mbps, 5.5 Mbps, 11 Mbps

❖ **Frequency range:**
- Inch version:
  2412 - 2462 MHz (1 - 11 channels)
- Metric version:
  2412 - 2472 MHz (1 - 13 channels)

❖ **Transmittable distance:**
1 Mbps 400 m
2 Mbps 270 m
5.5 Mbps 200 m
11 Mbps 140 m

📎 **Note**
❐ These figures are a guideline for outdoor use. In general, the transmittable distance indoors is 10 - 100 m, depending on environment.

❖ **Transmission mode:**
Ad hoc, and infrastructure mode

## Bluetooth Interface Unit Type 3245

❖ **Supported Profiles:**
- SPP (Serial Port Profile)
- HCRP (Hardcopy Cable Replacement Profile)
- BIP (Basic Imaging Profile)

❖ **Frequency Range:**
2.45 GHz ISM band

❖ **Data Transmission Speed:**
723 kbps

📎 **Note**
❐ The transmission speed is adjusted according to factors such as the distance and obstacles between the devices, radio signal condition and Bluetooth adaptor.

❖ **Maximum Range:**
10 m

# INDEX

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In accordance with IEC 60417, this machine uses the following symbols for the main power switch:

**❘ means POWER ON.**

**○ means POWER OFF.**

**⏻ means STAND BY.**

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The product name of Windows® 98 is Microsoft® Windows® 98

The product name of Windows® Me is Microsoft® Windows® Millennium Edition (Windows Me)

The product name of Windows® 2000 are as follows:

Microsoft® Windows® 2000 Professional

Microsoft® Windows® 2000 Server

Microsoft® Windows® 2000 Advanced Server

The product name of Windows® XP are as follows:

Microsoft® Windows® XP Home Edition

Microsoft® Windows® XP Professional

The product names of Windows Server™ 2003 are as follows:

Microsoft® Windows Server™ 2003 Standard Edition

Microsoft® Windows Server™ 2003 Enterprise Edition

Microsoft® Windows Server™ 2003 Web Edition

The product name of Windows NT® 4.0 are as follows:

Microsoft® Windows NT® Workstation 4.0

Microsoft® Windows NT® Server 4.0

**Operating Instructions   Printer Reference**