

imageRUNNER  
ADVANCE DX  
C3835i C3830i  
C3826i

INSTALLATION  
MANUAL



**Canon**

November 18, 2021  
Rev. 3

# Important Notices

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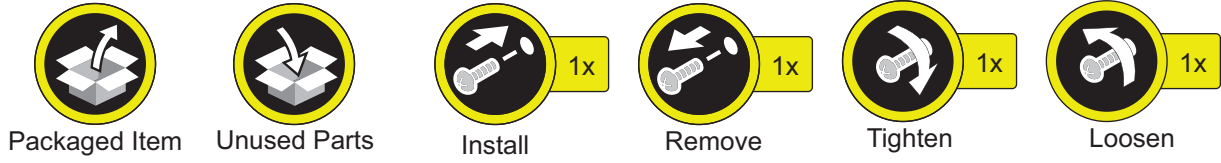
## Caution

Use of this manual should be strictly supervised to avoid disclosure of confidential information.

# Symbols

The frequently-performed operations are described with symbols in this procedure.

## Screw



## Harness (Common for Guides and Clamps)

## Connector

## Power Cord



## Power



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# Safety Precautions

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## Toner Safety

### About Toner

Toner is a nontoxic matter composed of plastic, iron and a trace of pigments.

#### CAUTION:

Never throw toner in flames to avoid explosion.

### Handling Adhered Toner

- Use dry tissue paper to wipe off toner adhered to skin or clothes and wash in water.
- Never use warm water for cleaning up toner to prevent toner particles from being gelated to soak into fibers permanently.
- Toner particles are reactive with vinyl polymers. Avoid contacting these materials.

## Points to Note at Installation

### Checking the Installation Environment

1. The environment of the installation site must be in the range as shown below. Avoid installation near the faucet, water boiler, humidifier or refrigerator.  
Guaranteed range for operation/image Temperature: 10.0 to 30.0 deg C, Humidity: 20 to 80%
2. The machine must not be installed near a source of fire or in an area subject to dust or ammonium gas.  
If the area is exposed to direct rays of the sun, provide curtains to the window.
3. Be sure to provide adequate ventilation of the room to keep the work environment comfortable. Room odor can be bothering when running the machine for a long time in a poorly-ventilated room although the ozone amount generated while running this equipment does not harm human health.

### Points to Note Before Servicing

- At servicing, be sure to turn OFF the power source according to the specified steps and disconnect the power plug.
- Be sure to disconnect the power plug on a regular basis and remove dust and dirt accumulated around the outlet with dry cloth.

#### CAUTION:

Leaving the power plug connected for a long time in an environment having a lot of dust, moisture, or oily smoke will cause a fire. (Because dust accumulated in the surrounding area will absorb moisture and cause an insulation failure)

- Be careful not to be injured by burrs of edges, sharp corners or protrusions.

#### CAUTION:

Hazardous area such as corners, edges, springs and other sharp sections may be remaining on products. Always be aware of the presence of hazardous area to avoid injury caused by contacting and/or striking those area, by not over-concentrating on service work.

## Essential Items to Be Performed Before Installation

- Turn OFF the main power of the host machine, and disconnect the power plug from the outlet.

### ⚠ WARNING:

- If performing work without disconnecting the power plug of the host machine, it may cause electrical shock.
- If disconnecting the power plug without turning OFF the main power, it may cause damage of the machine.

- When turning OFF the main power, follow the below procedure.
  1. Turn OFF the main power switch of the host machine.
  2. The display in the Control Panel and the lamp of the main power are turned off.

## Points to Note when turning ON/OFF the main power

The following message is displayed.

1. When a message prompting to turn OFF and then ON the main power appears, turn OFF and then ON the main power switch.
2. If a message prompting the user to update the version appears, press [Update] to automatically update the version of this equipment.

If [Skip] is selected, a message prompting the user to update the version will appear every time the host machine is started. In the service mode ( Lv.2 ) shown below, it is possible to set not to display the message.

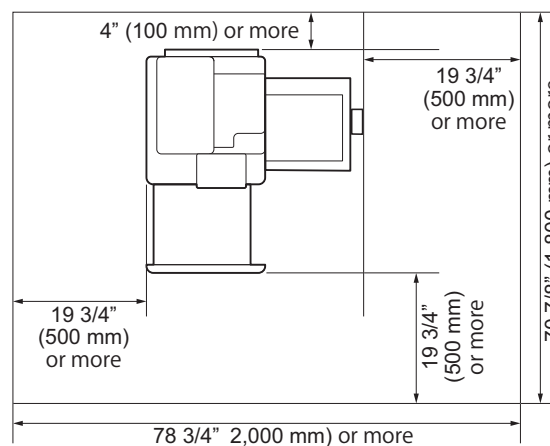
COPIER > OPTION > FNC-SW > VER-CHNG

## Checking the Installation Space

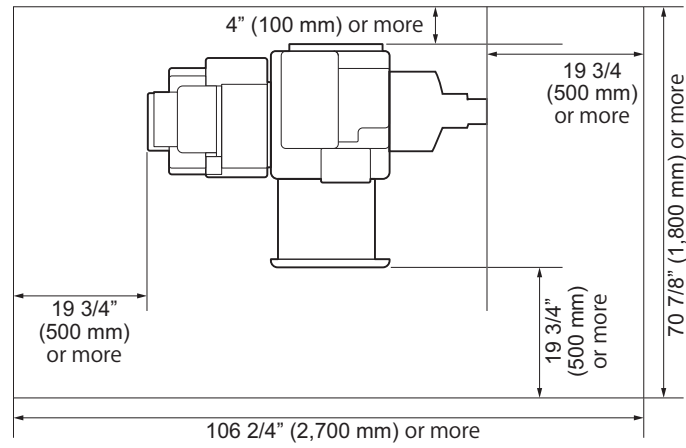
### CAUTION:

- Be sure that the feet of the machine are properly set. In addition, be sure to keep the machine horizontal.
- Be sure to keep the machine 100 mm or more away from the wall to make enough space for servicing.
- Install the host machine in a well-ventilated location. In a location with a mixture of multiple host machines, be sure to install the machine where the air exhausted from other machines will not directly enter the machine.
- Do not install the host machine in the immediate vicinity of any air inlet for room ventilation.

- When option is not installed



- Booklet Finisher-AE1 + 3rd Delivery Tray



**illustrations**

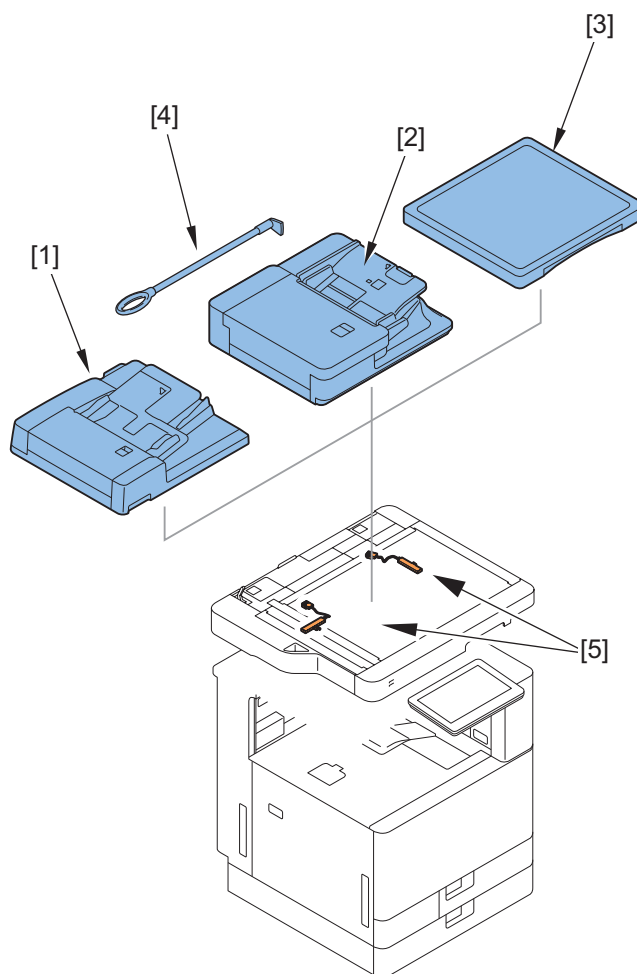
Although pictures or illustrations used for explanation may differ from the actual things, the procedure is the same.



# Product Lineup

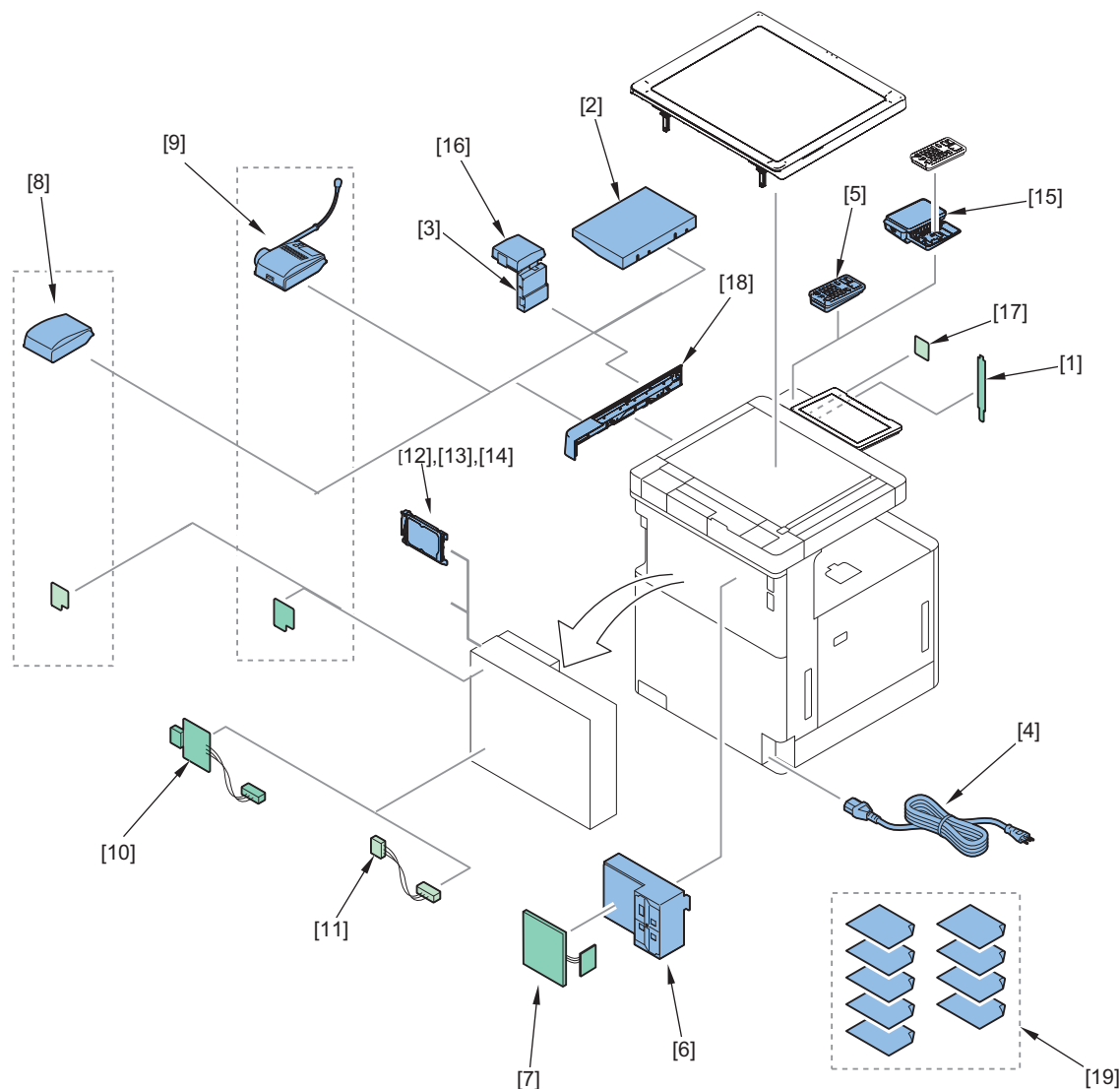
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## Image Reading System Options



No.	Product name	Condition
[1]	"DADF-BA1" on page 81	
[2]	"Single Pass DADF-C1" on page 112	
[3]	"Platen Cover-Y3" on page 155	Cannot be installed with the DADF.
[4]	ADF Access Handle-A1	
[5]	"Reader Heater Unit-Q1" on page 159	

## Function expansion system options



No.	Product name	Condition
[1]	"NFC Kit-E2" on page 184	
[2]	"Utility Tray-B1/Option Attachment kit for Reader-A2" on page 200	Option Attachment kit for Reader-A2 is required. Cannot be installed with Voice Guidance Kit-G1. Cannot be installed with Voice Operation Kit-D1.
[3]	"Copy Card Reader-F1/Copy Card Reader Attachment-B7" on page 208	It is required when installing Copy Card Reader-F1.
[4]	Power Supply Kit-W1	
[5]	"Numeric Keypad-A2" on page 250	Card Reader (sales company's option) is required.
[6]	"Super G3 FAX Board-BH1" on page 305	
[7]	"Super G3 2nd Line Fax Board-BH1" on page 321	
[8]	"Voice Guidance Kit-G1/Option Attachment kit for Reader-A2" on page 223	Cannot be installed with Utility Tray-B1. Cannot be installed with Voice Operation Kit-D1.
[9]	"Voice Operation Kit-D1/Option Attachment kit for Reader-A2" on page 237	Cannot be installed with Utility Tray-B1. Cannot be installed with Voice Guidance Kit-G1.
[10]	"Serial Interface Kit-K3, Copy Control Interface Kit-A1" on page 276	Cannot be installed with Copy Card Reader-F1. Cannot be installed with Copy Control Interface Kit-A1.
[11]	"Serial Interface Kit-K3, Copy Control Interface Kit-A1" on page 276	Cannot be installed with Copy Card Reader-F1. Cannot be installed with Serial Interface Kit-K3.
[12]	"SSD-related Option" on page 283	It is required when using the mirroring function with Memory Mirroring Kit-A1.

No.	Product name	Condition
[13]	"SSD-related Option" on page 283	It is required when using the mirroring function with Memory Mirroring Kit-A1.
[14]	"SSD-related Option" on page 283	When executing the mirroring function, either 250GB SSD-A1 or 1TB SSD-A1 is required.
[15]	"IC Card Reader Box for Numeric Keypad-A1/Numeric Keypad-A2" on page 260	Card Reader (sales company's option) is required.
[16]	"Copy Card Reader-F1/Copy Card Reader Attachment-B7" on page 208	Option Attachment kit for Reader-A2/Copy Card Reader Attachment-B5 is required. Cannot be installed with Serial Interface Kit-K3. Cannot be installed with Copy Control Interface Kit-A1.
[17]	"Connection Kit-A3 for Bluetooth LE" on page 174	
[18]	Option Attachment kit for Reader-A2	
[19]	<b>License Products</b>	
	Remote Fax Kit-A1	
	IP FAX Expansion Kit-B1	
	PCL Asian Font Set-A1	
	PCL Printer Kit-CD1	
	PCL International Font Set-A1	
	PCL Printer Kit-CR1	
	PS Printer Kit-BJ1	
	PS Printer Kit-CD2	
	Barcode Printing Kit-D1	
	Picture Login-A1	
	"Protection Profile for Hardcopy Devices Adaptive Installation Procedure" on page 346	

## Combination Table of Options

### NOTE:

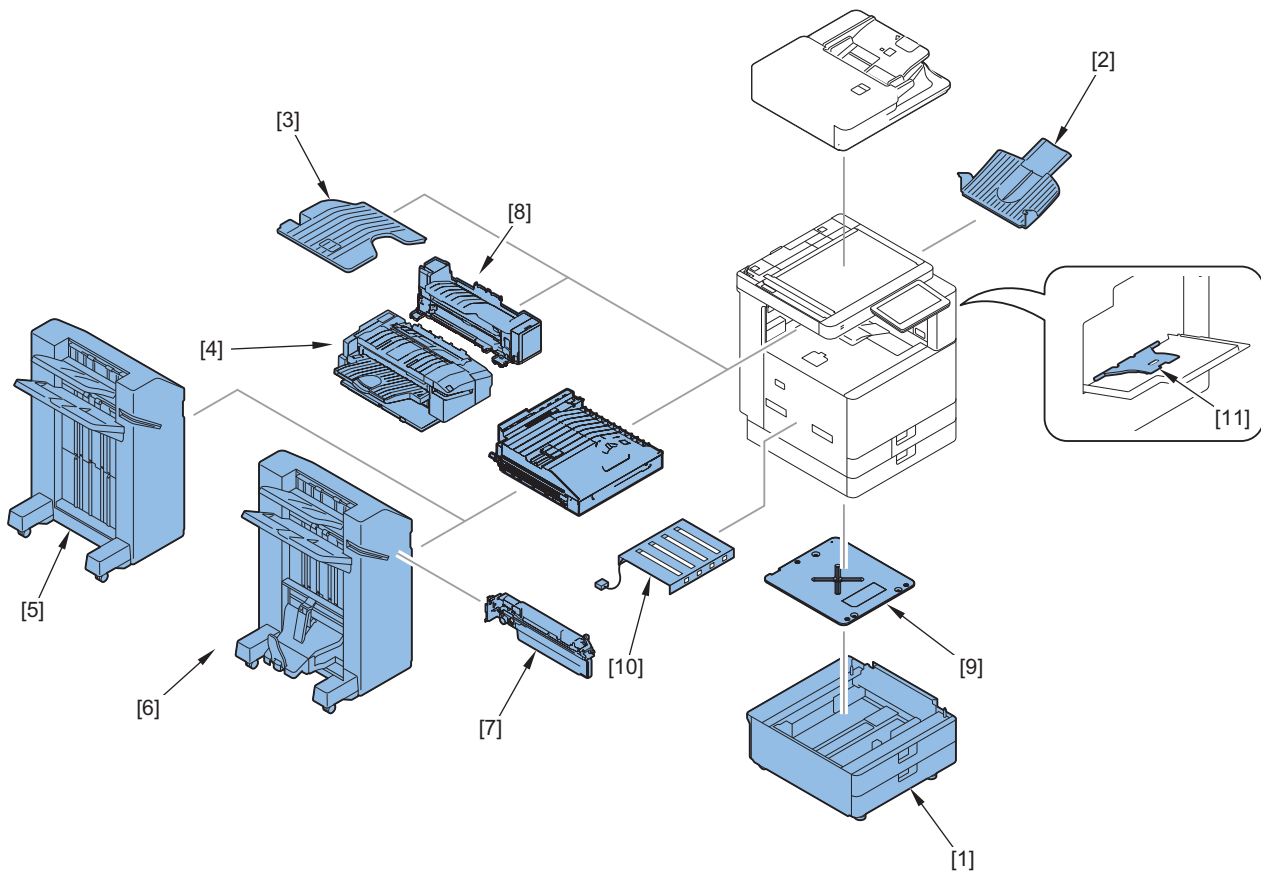
- The following table shows the combination of options installed of the host machine. Before installing the following options, refer to the table to check the combination of options.
- When using options and the Copy Card Reader together, install the Copy Card Reader first.

	Copy Card Reader	Voice Operation Kit	Voice Guidance Kit	Utility Tray	Serial Interface Kit	Copy Control Interface Kit
Copy Card Reader	-	Yes	Yes	Yes	No	No
Voice Operation Kit	Yes	-	No	No	Yes	Yes
Voice Guidance Kit	Yes	No	-	No	Yes	Yes
Utility Tray	Yes	No	No	-	Yes	Yes
Serial Interface Kit	No	Yes	Yes	No	-	No
Copy Control Interface Kit	No	Yes	Yes	No	No	-

Yes: Can be installed No: Cannot be installed



## Paper Feed / Paper Output Options



No.	Product name	Condition
[1]	"Cassette Feeding Unit-AW1" on page 372	
[2]	" Copy Tray-T1" on page 388	
[3]	"Inner 2way Tray-M1" on page 393	
[4]	"Inner Finisher-L1" on page 398	
[5]	"Staple Finisher-AE1/Booklet Finisher-AE1" on page 416	
[6]	"Staple Finisher-AE1/Booklet Finisher-AE1" on page 416	
[7]	"2/3 2/4 4 Hole Puncher Unit-A1" on page 452	
[8]	"Inner 2/3 2/4 4 Hole Puncher-D1" on page 477	
[9]	"Cassette Heater Unit-42" on page 363	
[10]	"Main Body Heater Unit - A2" on page 351	
[11]	"Media Adjustent kit-A1" on page 356	



# Host Machine

Host machine..... 11

## Host machine

### ● Checking before Installation

Following shows requirements for the installation site.

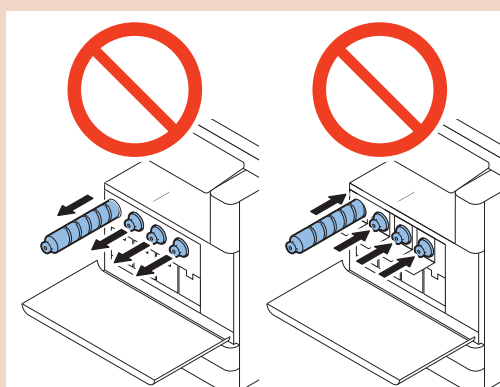
Therefore, it is desirable to see the installation site in advance before bringing in the machine to the user's site.

#### ■ Points to Note at Installation

##### CAUTION:

Points to Note when Installing Toner Cartridge:

- Do not remove or insert the toner bottle until the initialization for the developing assembly is completed (If not, fogging, scattering and spot may occur.).
- When the initialization of the developing assembly is completed, the setting instruction of the toner cartridge is displayed on the UI.



#### ■ Checking the Power Supply

1. Be sure to connect the power plug exclusively to an outlet that compiles with the following.
  - USA:
    - 110-127V +/-10%, 60Hz, 15A
  - EUR/ASIA/OCE/CHN/KOR/IND/AU/LTN:
    - 220-240V +/-10%, 50/60Hz, 10A
  - TW:
    - 110V-127V +/-10%, 60Hz, 15A
2. Be sure to install this equipment near an outlet so that the power plug can be disconnected right away in case of emergency, and do not put anything around the power plug.

#### ■ Points to Note before Installation

When installing this equipment, note the following points.

1. When the machine is moved from a cold location to a warm location condensation may occur, resulting in water drops on the metal surfaces. Use of the host machine when there is condensation may result in image failure. After moving the machine from a cold location to a warm location, leave it unpacked for at least 2 hours or more to let it warm up to room temperature before installation.
2. The host machine weighs maximum 82 Kg. It is recommended to lift it with 4 people or more. However, if there is a standard to handle a heavy load in each sales company, follow it for operation. Also, make sure to lift the machine with keeping it level at operation.

#### ■ Points to Note When Moving This Host Machine

- When moving this host machine after having unpacked it, be careful by placing a plate, etc. on areas with steps to prevent the casters from hitting those steps.  
If the casters hit a step, the casters or the base plate may be deformed.

- Keep the fixation members and screws that were removed during unpacking or installation as they may be used to transport the machine for relocation or repair.

## Installation of the Host Machine

### ■ Unpacking

**NOTE:**

The pictures and illustration used may differ from the actual machine, but there is no difference in the procedure.



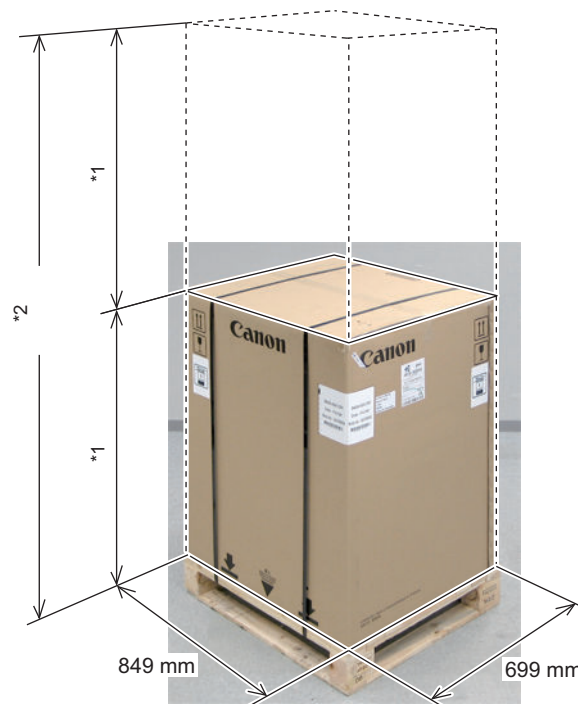
#### 1. Unpack the host machine.

**NOTE:**

Unpacking Space

- Allocate the amount of space indicated below if the machine is unpacked indoors.
- The dimensions shown in the figure below are the minimum space required.

Configuration of the host machine	Height of the host machine (Figure *1)	Height required for work (Figure *2)
Reader	1050 mm or more	2100 mm or more
Reader+ DADF (Reverse)	1140 mm or more	2280 mm or more
Reader+ DADF (1 Pass)	1165 mm or more	2330 mm or more



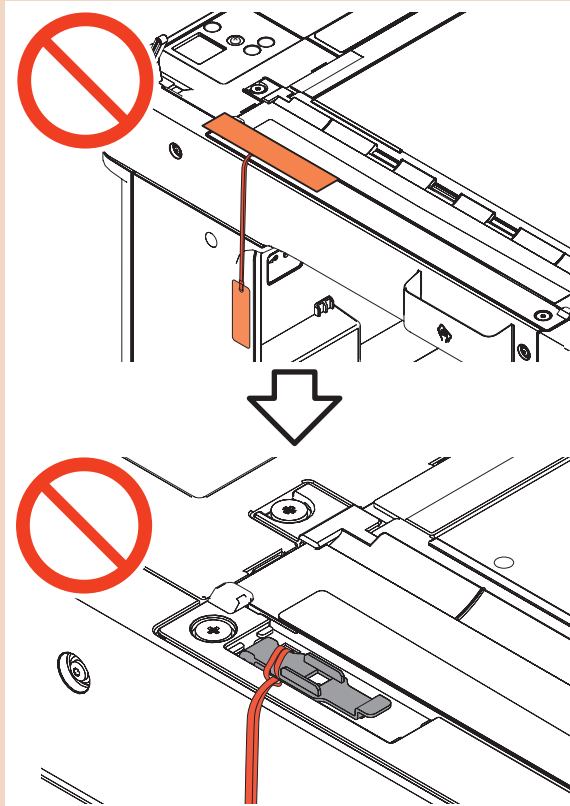
#### 2. Remove the packaging materials and the included unit.



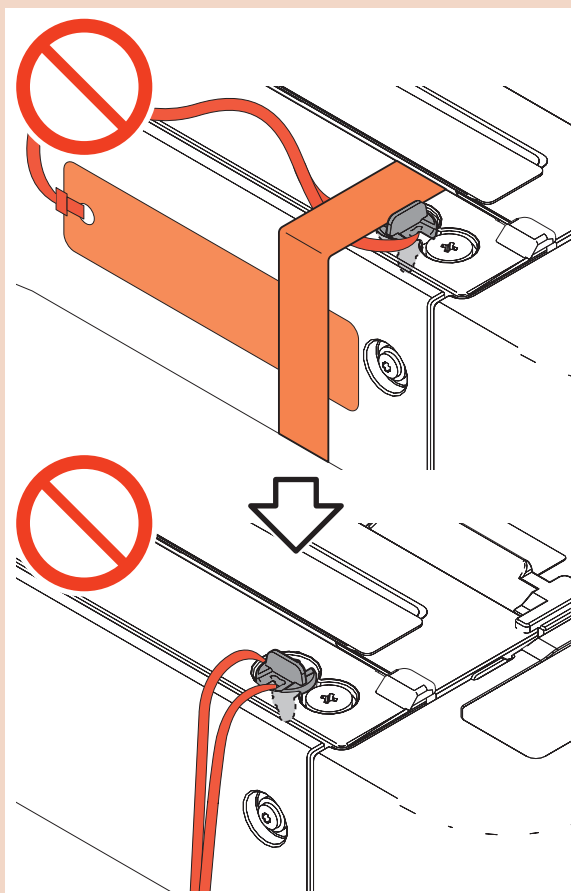
3. Remove the tapes which is in the interior and exterior of the host machine / ADF.

**CAUTION:**

- Be sure not to remove the fixed materials of the Scanner areas until "[Installing the Scanner](#)" on page 26  
< Left behind side >



&lt;Left front side&gt;



## ■ Cassette Pedestal

< In case installing the Cassette Pedestal simultaneously >

- “Cassette Feeding Unit-AW1” on page 14

< In case not installing the Cassette Pedestal simultaneously >

1. Holding the 4 handles and lift the host machine down from the pallet.

### ⚠ CAUTION:

- The maximum weight of the host machine is approx. 82 kg. Be sure to perform the work in accordance with the standard to handle a heavy load in each country.
- Be sure to keep the machine leveled when lifting it.

2. “Checking the included parts” on page 24

## ● Cassette Feeding Unit-AW1

### Unpacking

#### NOTE:

The pictures and illustrations used may differ from the actual product, but the procedures are the same.



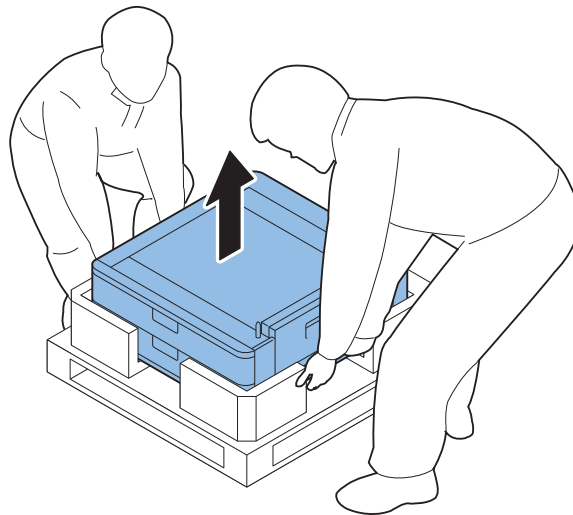
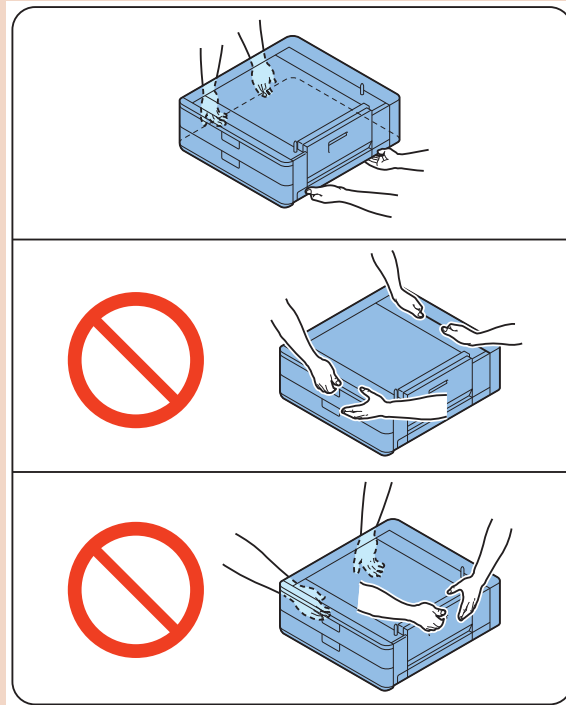
1. Unpack this machine.

#### NOTE:

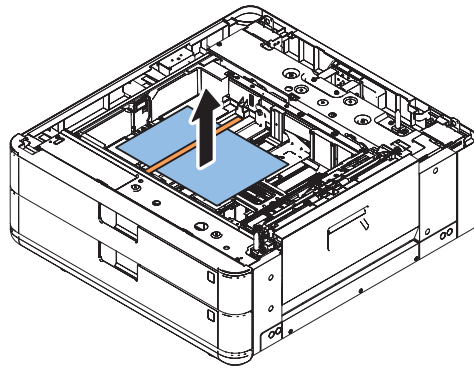
Remove the packaging materials.

□  
2.**⚠ CAUTION:**

- When lifting the host machine, be sure to firmly grip the bottom of both sides (left and right).
- Holding the machine by any place other than those indicated may result in injury or damage.



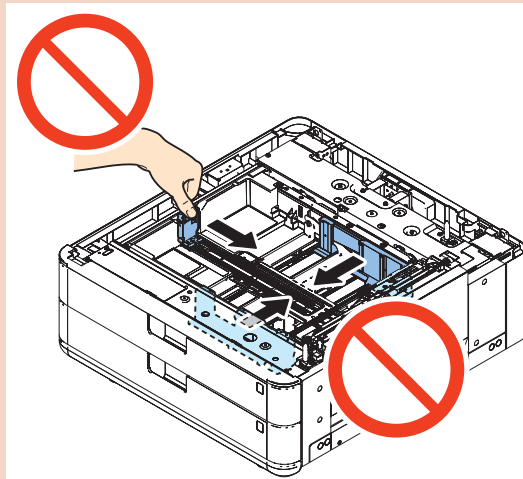
□  
**3.**



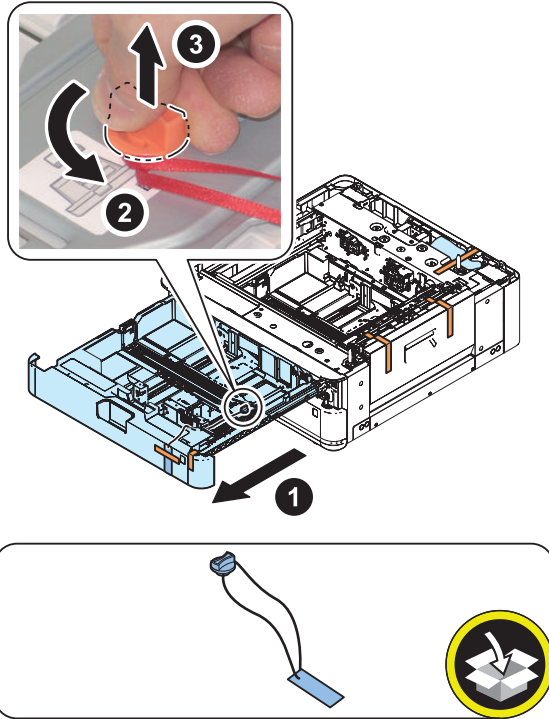
□  
**4.** Remove the tapes stuck inside and outside of the Cassette 3 and the Cassette 4.

**CAUTION:**

Do not operate the Trailing Edge Guide Plate / the Side Guide Plate without pulling out the cassette as there is a risk of breakage.

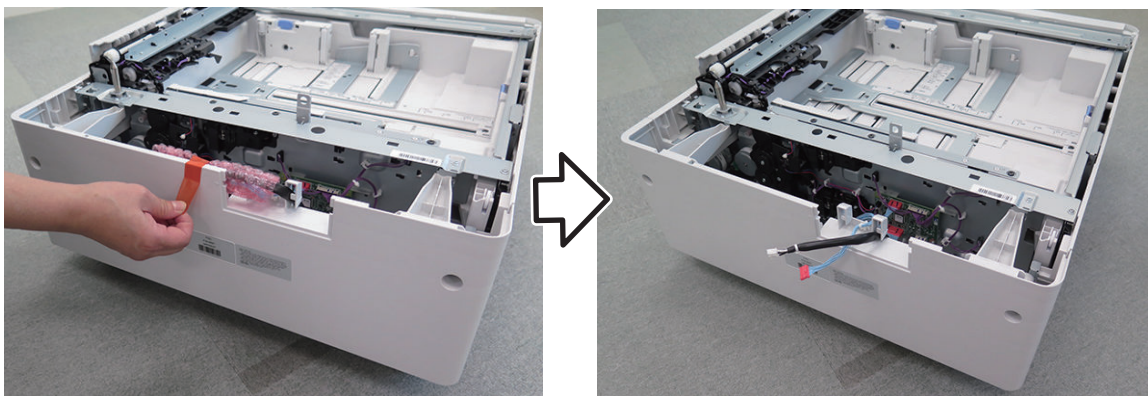




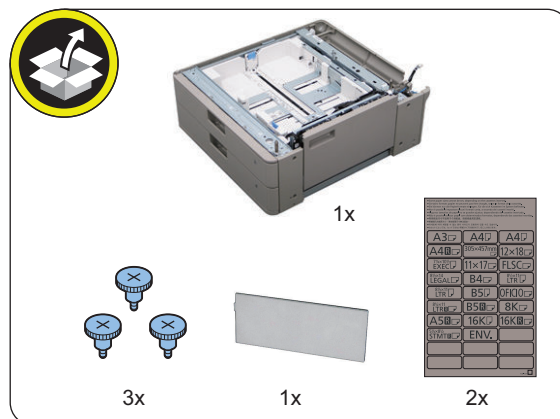


**5.** Return the cassette to the original position.

**6.**



**Checking the Contents (Cassette Feeding Unit-AW1)**



## Installing the 2-stage Cassette Pedestal

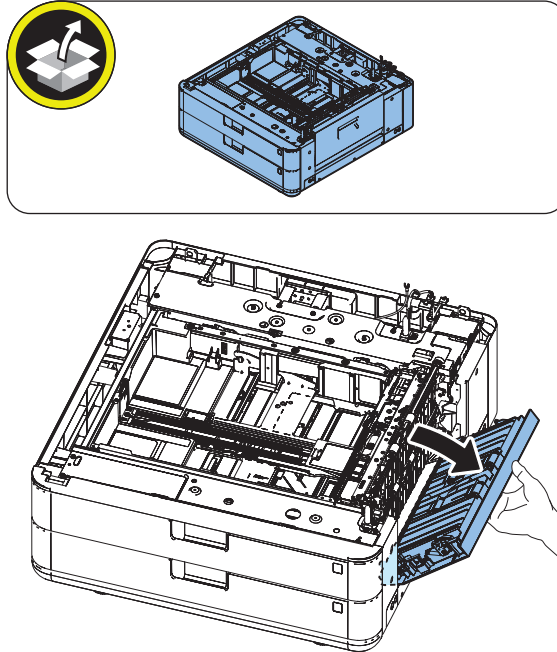
**NOTE:**

The pictures and illustrations used may differ from the actual product, but the procedures are the same.

□

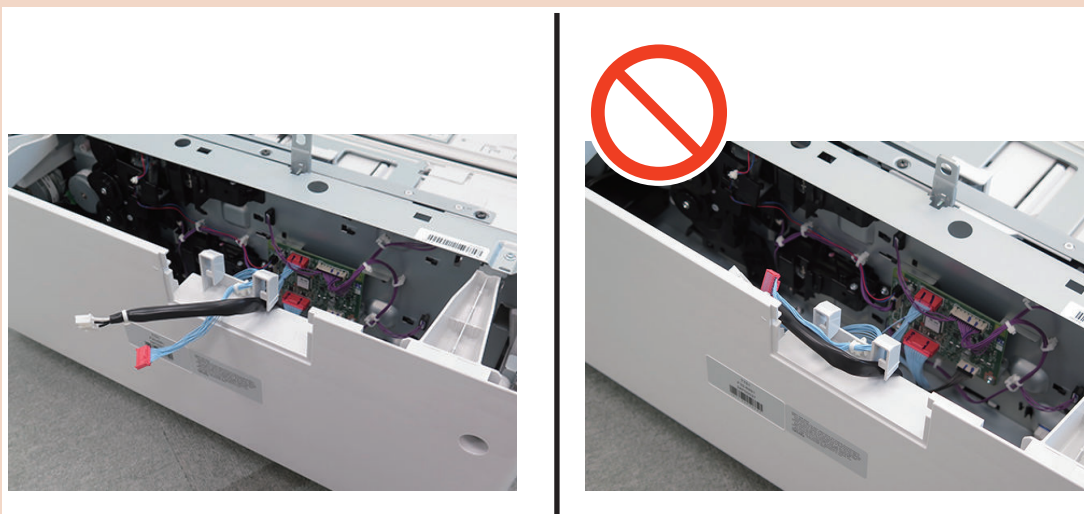
**1.****CAUTION:**

If the host machine is placed without opening the Right Cover (Bottom), the Right Cover (Bottom) may be damaged.

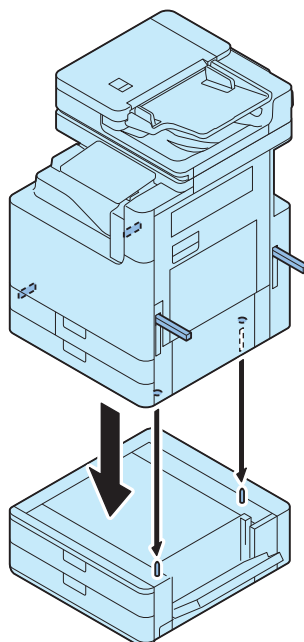


□  
2.**CAUTION:**

Do not place the host machine with the cable of the machine inside the cover

**CAUTION:**

- When placing the host machine onto the 2-stage Cassette Pedestal, be sure to move the host machine as it is a parallel condition and align the holes of the main body bottom plate with two positioning pins which is on the upper surface of the 2-stage Cassette Pedestal, and then put the host machine.
- The maximum weight of the host machine is approx. 82 kg. Be sure to perform the work in accordance with the standard to handle a heavy load in each country.
- Be sure to keep the machine leveled when lifting it.

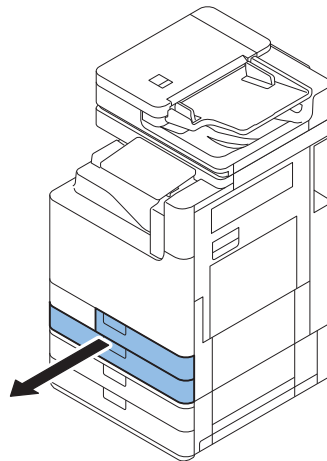


□  
**3.**



□  
**4.**

**NOTE:**  
Remove the cassette.

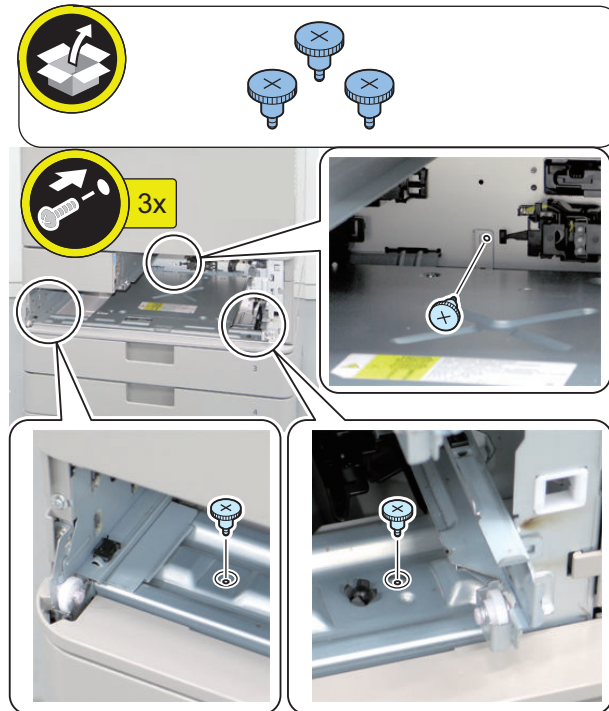


□  
**5.****NOTE:**

Securely tighten the coin screws with a stubby screwdriver or a coin.

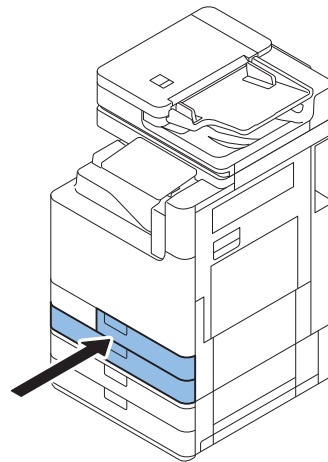
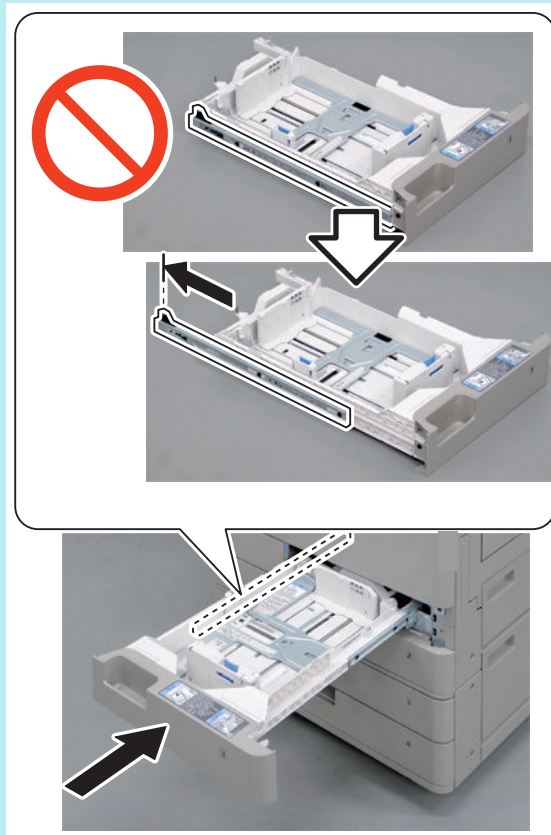
**CAUTION:**

- When tightening the coin screw, pay attention to the surrounding sheet metal and parts.
- When tightening a screw on the rear side, be sure not to drop it.
- Be sure to check that the coin screw has been tightened securely.

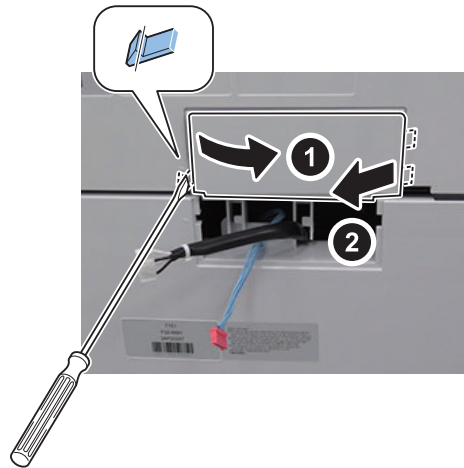


□  
**6.**

**NOTE:**  
Install the Cassette 1 with the rail extended.

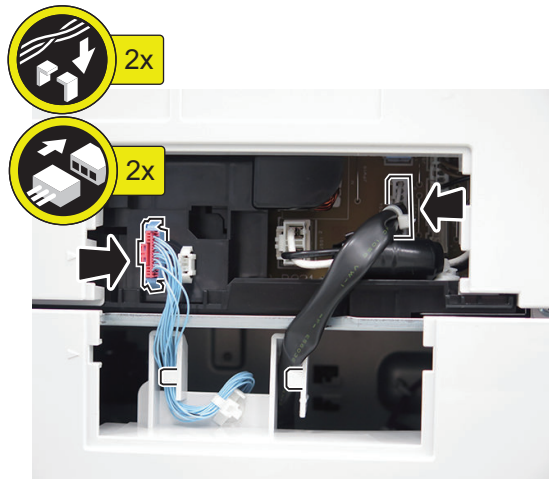


□  
7.



**NOTE:**  
The removed Cover will be used in step 9.

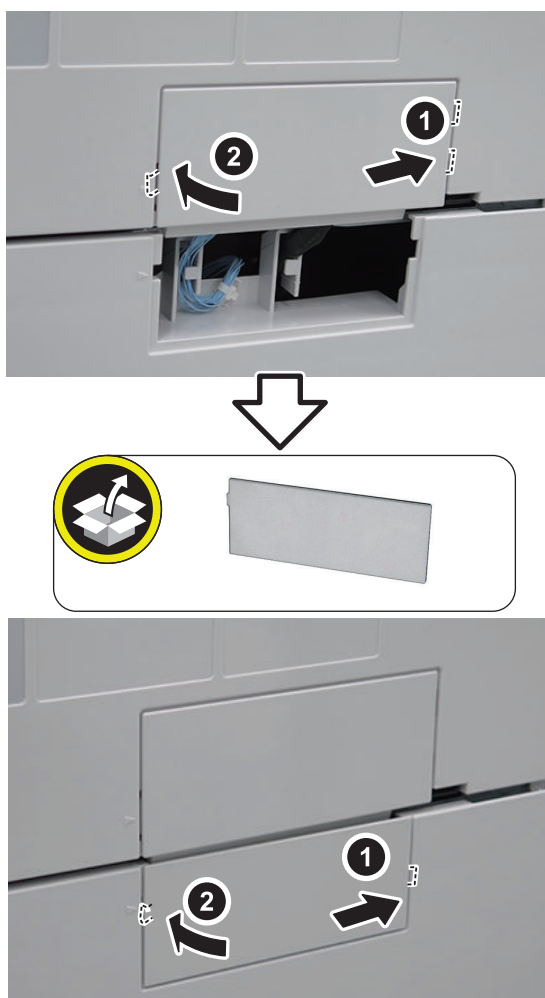
□  
8.



□  
9.

**NOTE:**

Use the cover which is included in the package of the 2-stage cassette Pedestal and the cover removed in step 7.



### ■ Checking the included parts

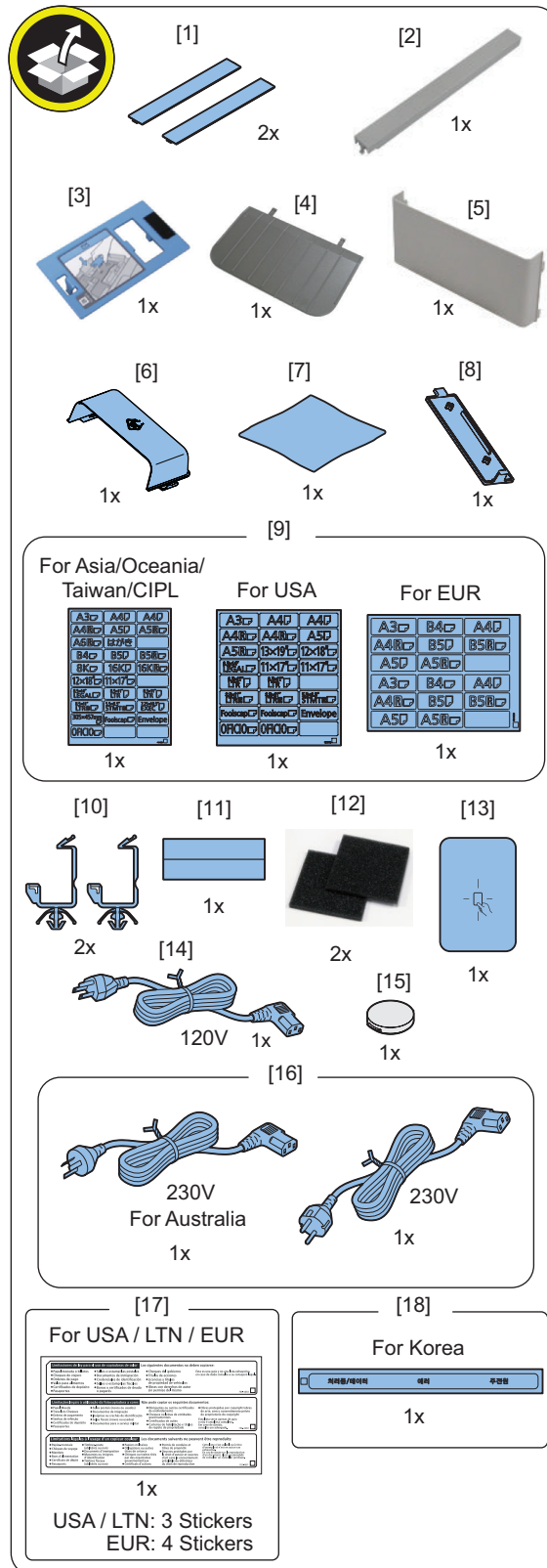
**CAUTION:**

As shown below, bundled parts and options cannot be used together.

[4] Reverse Trailing Edge Guide

- Inner 2way Tray
- Inner Finisher
- Booklet Finisher





- [11], [12]: When installing the IC Card Reader, use them as necessary.
  - [16]: The connector has a different shape depending on locations. Use the 1 correct power cable to match the location / area of installation.
  - [18]: Provide the label to the customer.
- <Others>
- Including guides

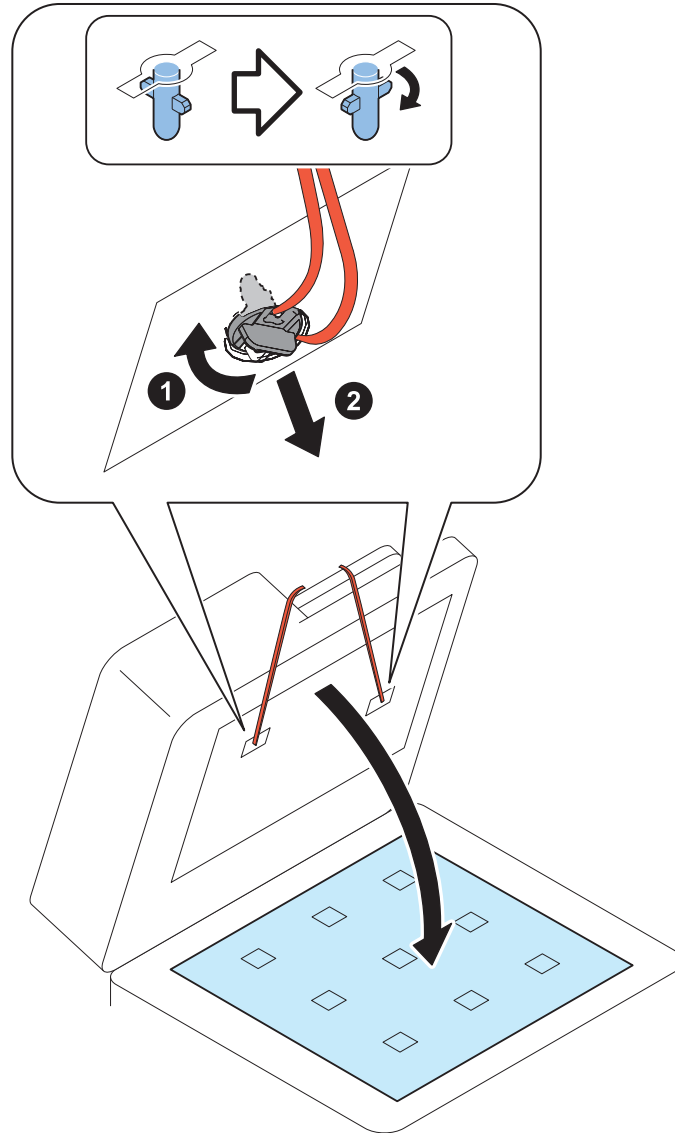
## ■ Installing the Scanner

□

**1.** Open the ADF.

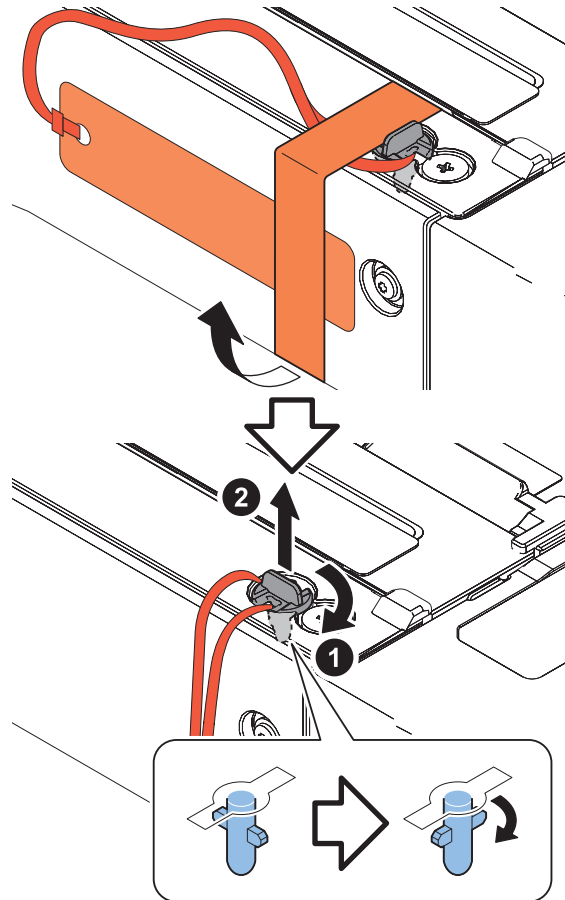
□

**2.**

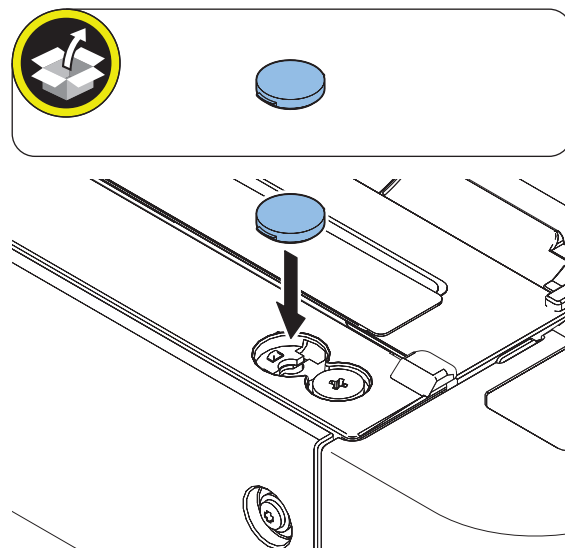


□  
**3.****NOTE:**

Be sure to keep the Scanner System Fixation Member in a safe place for moving the machine.

**NOTE:**

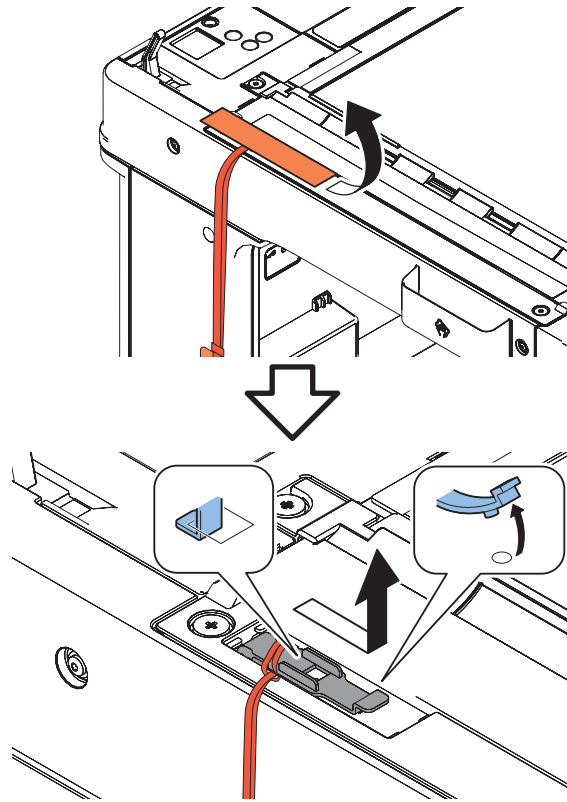
The removed Scanner System Fixation Member will be used at late procedure.

□  
**4.**

□  
**5.**

**NOTE:**

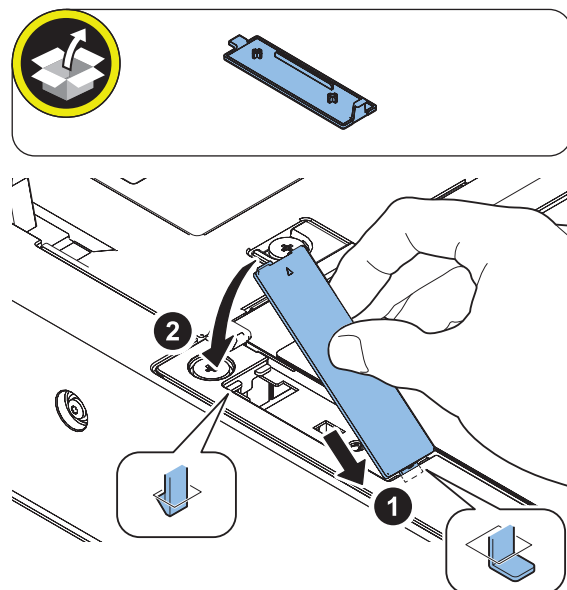
Be sure to keep the Scanner System Fixation Member in a safe place for moving the host machine.



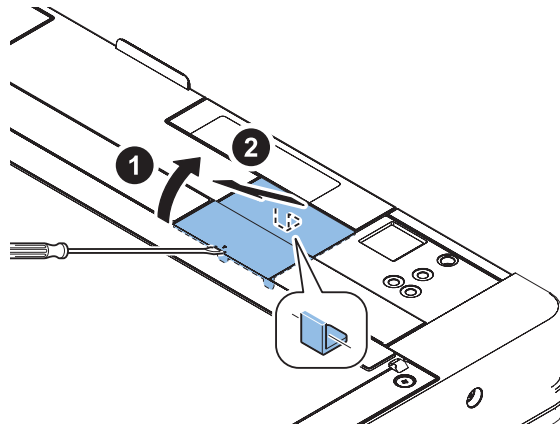
**NOTE:**

The removed Scanner System Fixation Member will be used at late procedure.

□  
**6.**

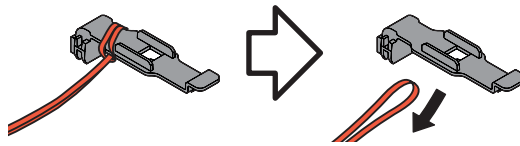


□  
7.



**NOTE:**  
The removed Cover will be used at late procedure.

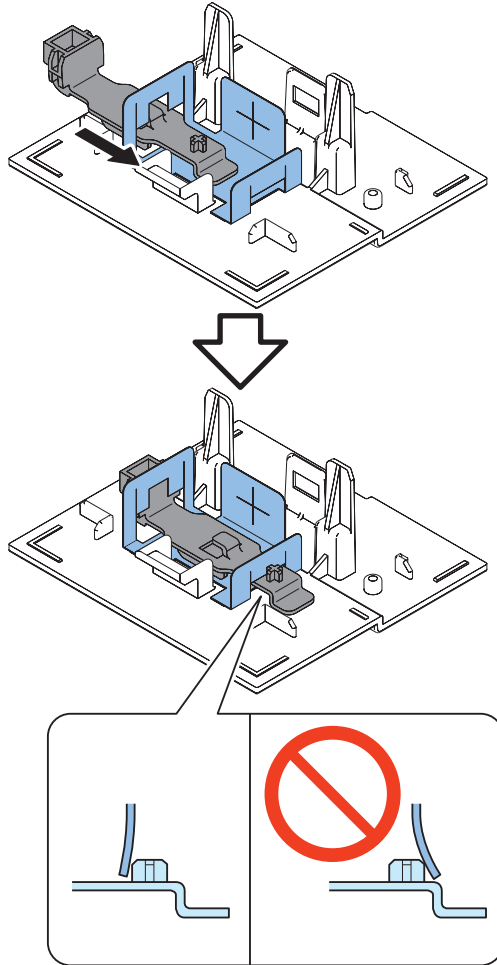
□  
8.



□  
**9.**

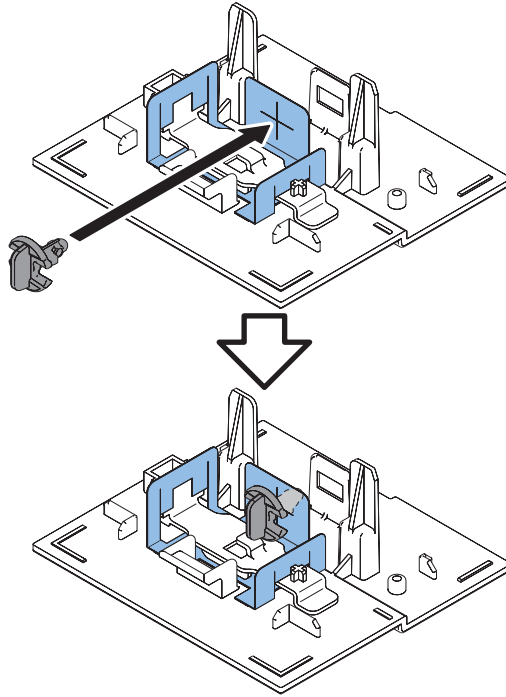
**NOTE:**

Store the Scanner System Fixation Member removed in step 8 into the Cover removed in the step 7.

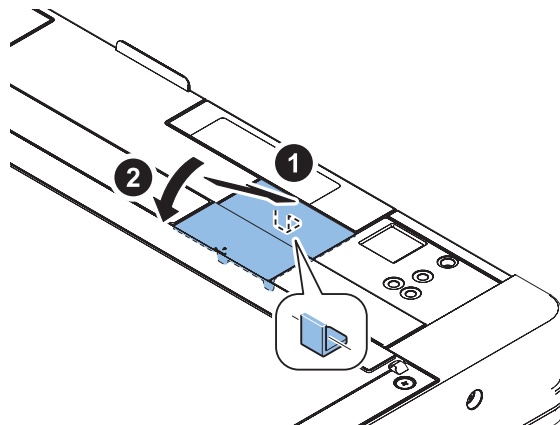


□  
**10.**

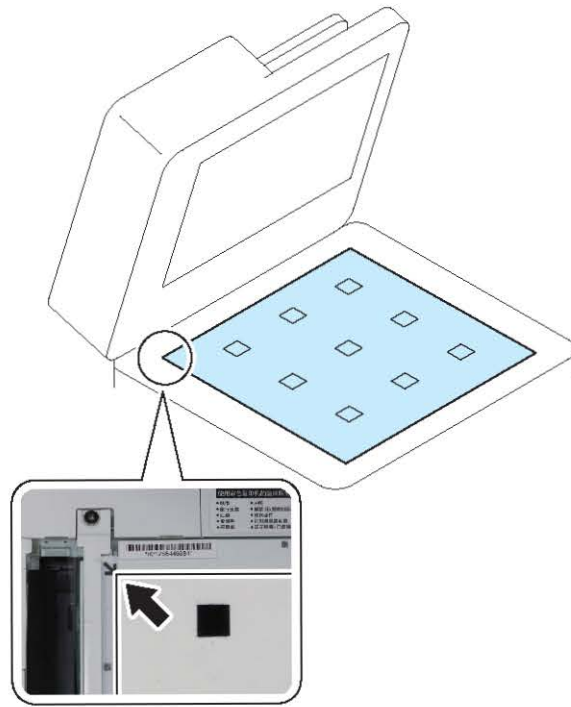
**NOTE:**  
Store the Scanner System Fixation Member removed in step 3.



□  
**11.**

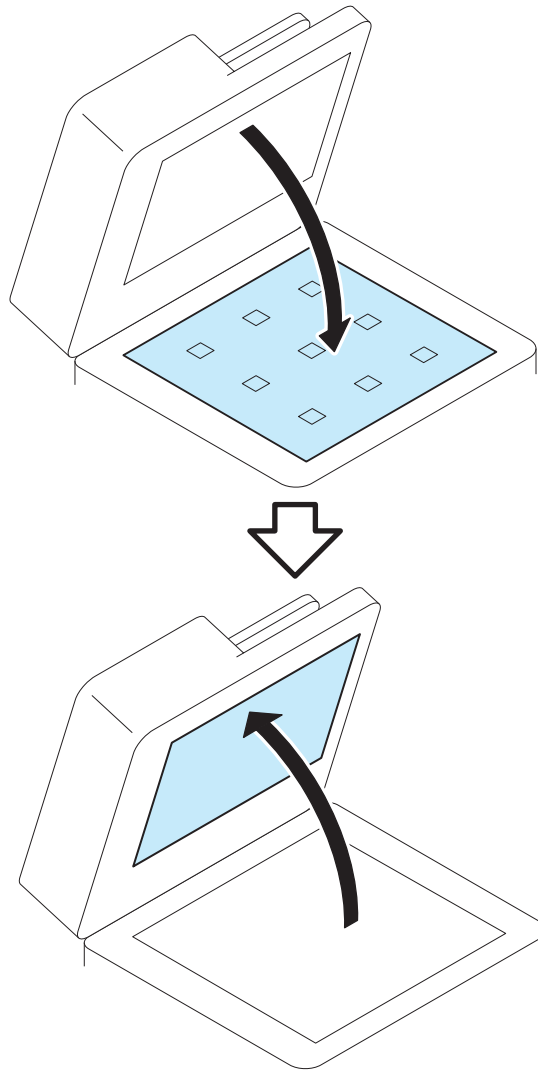


□  
12.





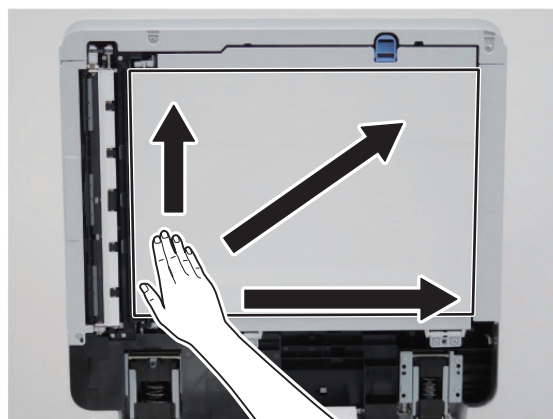
□  
**13.**



□  
**14.**

**CAUTION:**

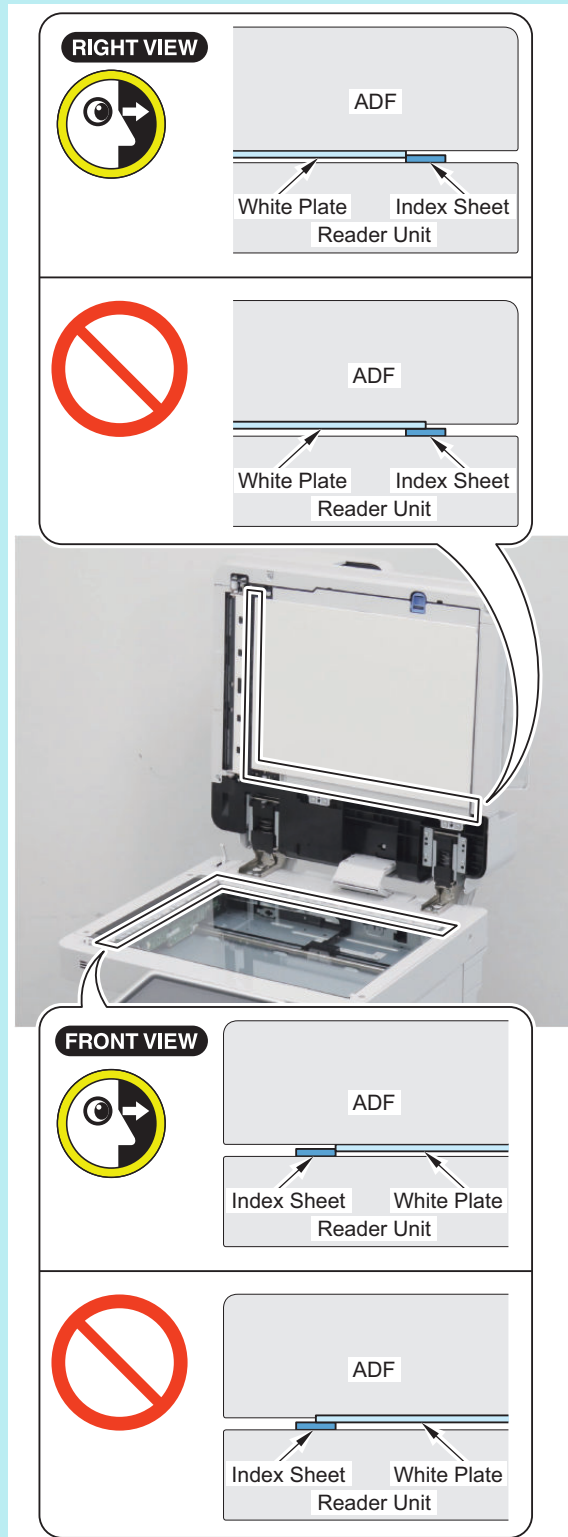
If the White Plate is pressed downward, it is placed on the Index Sheet, so be sure to press it upward.



□  
**15.** Close the ADF.

**NOTE:**

- Be sure that there is no gap (for reference, 0.3 mm or less) between the White Plate and the Index Sheet.
- Check that the White Plate is not placed on the Index Sheet.



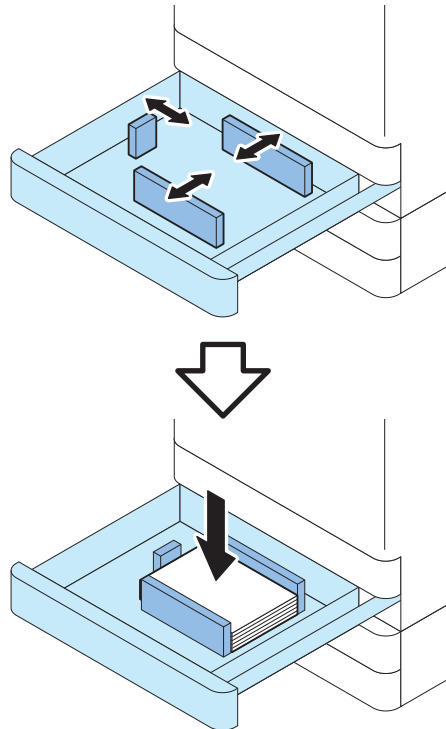
## ■ Setting the Cassette

□

**1.** Peel off the tape stuck inside the Cassette and on the External.

□

**2.**

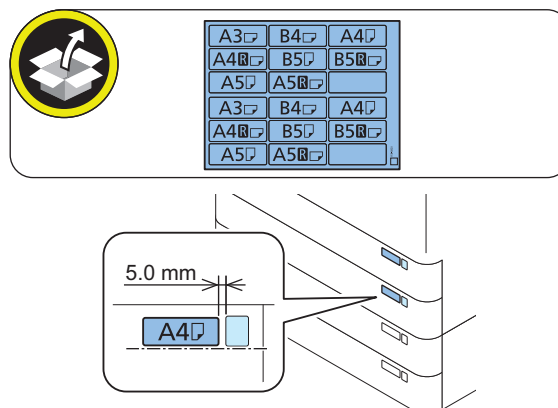


□

**3.** Attach the set Paper size label so that the lower edge is aligned and separated from the number label by 5.0 mm.

### NOTE:

- Be sure to check with the user before affixing the Paper Size Label and affix it at the recommended position.
- Keep the Paper Size Labels as they will be used when changing the paper size.



## ■ Installing the ADF

Install by referring to the Installation Procedure for the option, "DADF-B1" or "Single Pass DADF-C1".

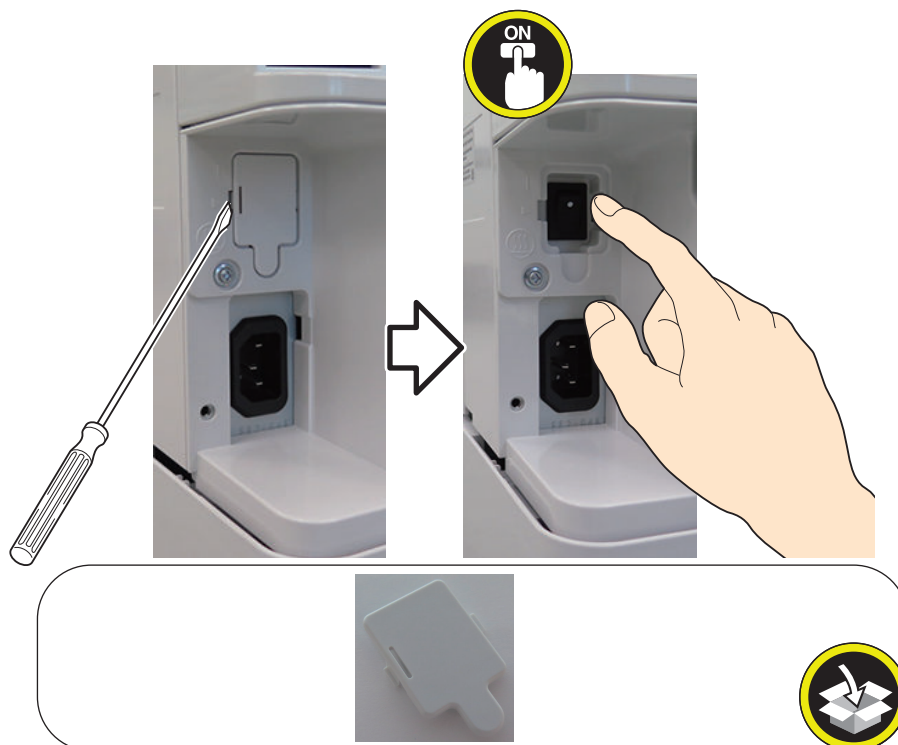
## ■ Setting of the Dehumidification Switch

**NOTE:**

If the installation environment is a high humidity environment, be sure to turn ON the Dehumidification Switch.

□

1.



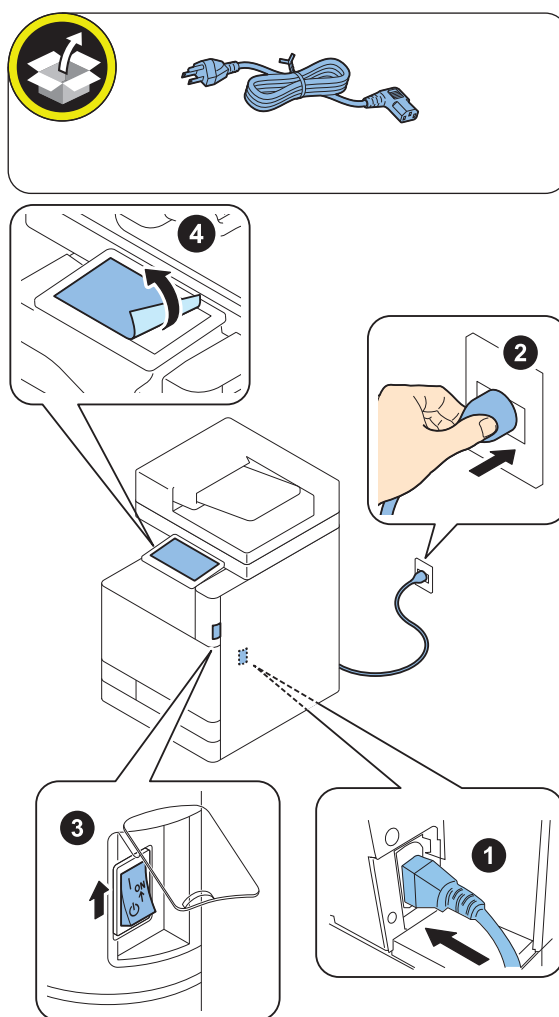
## ■ Turning ON the Power

**CAUTION:**

In the case of the 1-path ADF

- Since the automatic adjustment of the ADF reading position is executed when the main power is turned on for the first time. If a Original, etc. is placed on the Copyboard Glass, remove the Original, etc. and close the ADF. When a Original, etc. is placed on a Copyboard Glass, the position of the ADF Reading is adjusted incorrectly.
- When Main Power is turned on, if Original etc. is placed on Copyboard Glass, remove Original etc. and close ADF. Then, the following service mode is executed.  
COPIER > FUNCTION > INSTALL > STRD-POS

□  
1.



## ■ Starting the Setup Guide

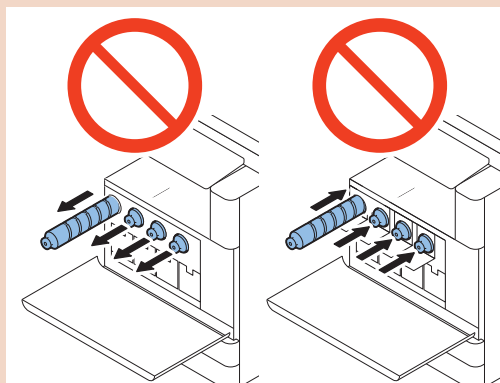
### ● Starting the Setup Guide

After installation of the Main machine, Setup Guide is started at the time of first startup. Follow the instructions displayed on the Touch Panel Display to configure the settings of the Main machine. Initialization of the Developing Unit, initialization of the drum, and color displacement correction are automatically performed while starting the Setup Guide is running. While the Starting the Setup Guide is running, carry out the following "Other installations". When not executing Setup Guide, press [End Setup Guide] on the Touch Panel Display.

**CAUTION:**

Points to Note when Installing Toner Cartridge:

- Do not remove or insert the toner bottle until the initialization for the developing assembly is completed (If not, fogging, scattering and spot may occur.).
- When the initialization of the developing assembly is completed, the setting instruction of the toner cartridge is displayed on the UI.

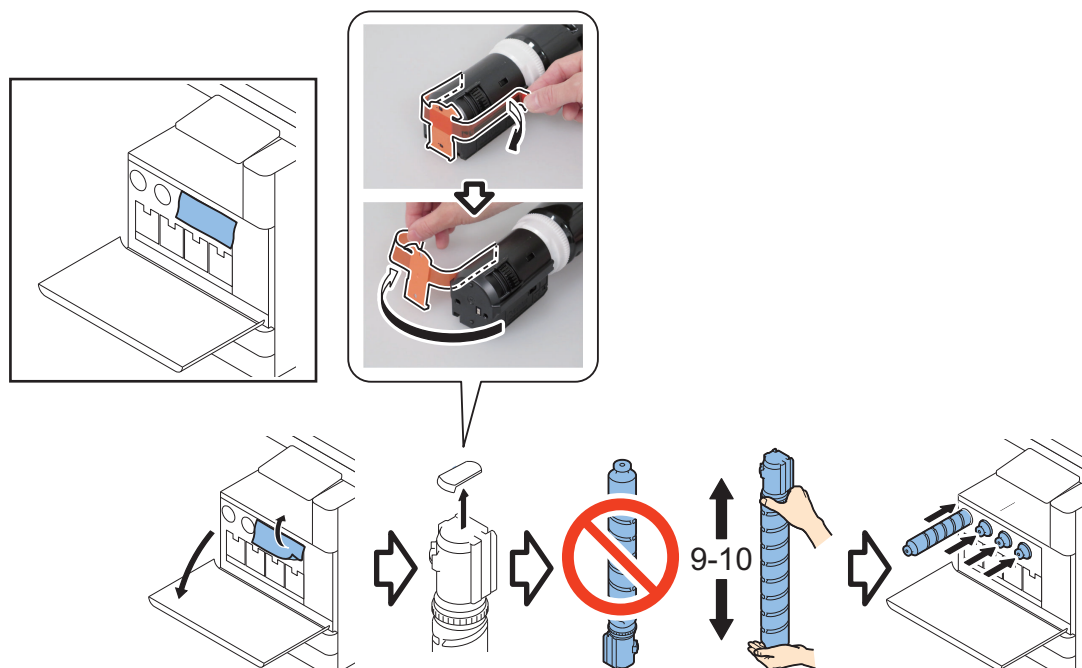
**NOTE:**

- Excluding some of the setting items, it is possible to proceed to the next setting without entering the current setting. To configure skipped settings, configure the settings one by one after exiting Setup Guide.
- Setup Guide can be started again from [Settings/Registration (Settings/Registration > Management Settings > License/Other > Start Setup Guide)].
- If the main power is turned OFF during registration using Setup Guide, Setup Guide is started by turning ON the main power again.
- If registration using Setup Guide has been completed, Setup Guide is not started by turning ON the main power again.
- Register the information of paper loaded during installation of the host machine. Image defects may occur when printing on a special Paper such as type of Heavy Paper. In addition, Fixing Assembly stains and paper wraps may occur, requiring repair by the service personnel.
- If a message prompting the user to update the version appears, press [Update] to automatically update the version of this equipment. If [Skip] is selected, a message prompting the user to update the version will appear every time the Main machine is started. In the service mode (Lv.2) shown below, it is possible to set not to display the message.  
COPIER > OPTION > FNC-SW > VER-CHNG
- When all the initializations are completed, it is stopped (About 4 minutes).

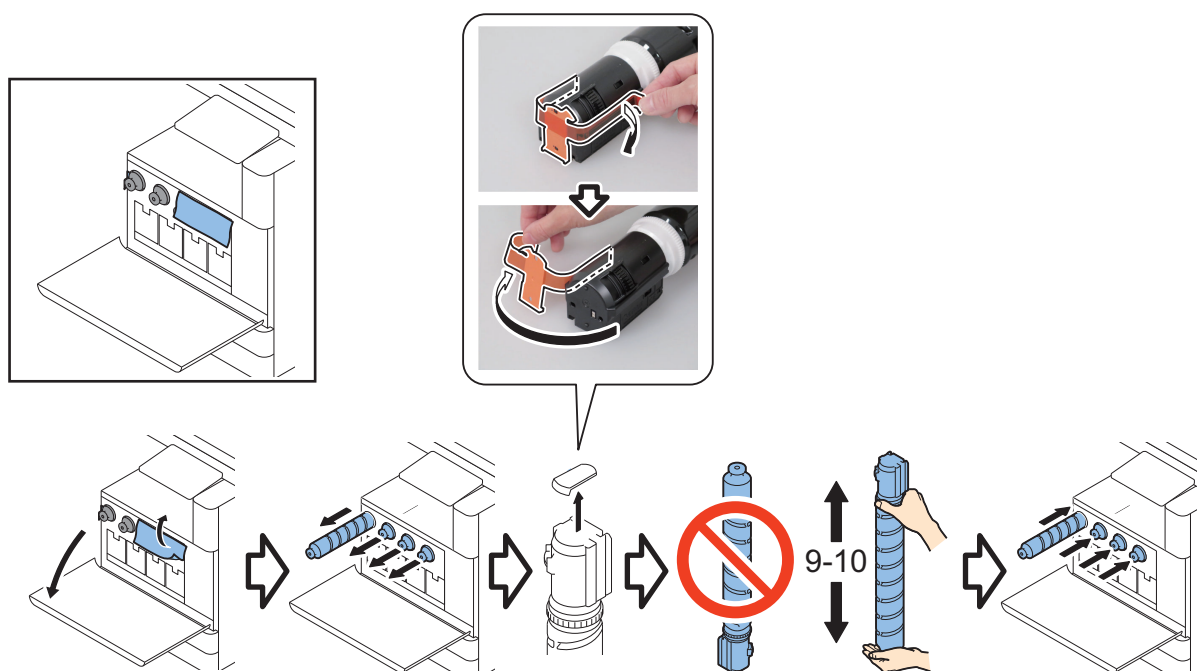
**About <Toner Settings>**

When the initialization of the phenomenon is finished, the setting instruction of the , toner cartridge is displayed on the UI.

- Toner is not included in the host machine package.



- Toner is not included in the host machine package.(CN,KR,JP)



#### <Paper Settings>

1. Select the paper source for which you want to specify the paper type, and press [Set].
2. Select the paper type, and press [OK].
3. If [Plain] is selected, the basis weight can be specify from [Plain Paper Weight Set].
4. If a button corresponding to the paper that has been set is not displayed, press [Detailed Settings] and make a selection on the detailed settings screen.

#### NOTE:

If the corresponding paper type is not displayed on the simple settings screen, press [Detailed Settings] and make a selection on the detailed settings screen. If the type of loaded paper is not displayed on the detailed settings screen, you can register it.

#### <Output Report>

Check the following values from the Setting Value List which has been output by < Output Report >, and write them down in the service label inside the Front Cover.

- COPIER > ADJUST > DENS > CONT-Y

- COPIER > ADJUST > DENS > CONT-M
- COPIER > ADJUST > DENS > CONT-C
- COPIER > ADJUST > DENS > CONT-K
- COPIER > ADJUST > DENS > D-Y-LVL
- COPIER > ADJUST > DENS > D-M-LVL
- COPIER > ADJUST > DENS > D-C-LVL
- COPIER > ADJUST > DENS > D-K-LVL

### • When the Setup Guide is not executed

When all initialization is complete, the Toner Container set instruction appears in the UI. Set the toner, referring to "When the Setup Guide is operated > <Toner settings>".

### Auto gradation adjustment (full adjustment)

#### CAUTION:

If the gradation is not correct when the image is output, [Initialization at full correction] is set and conduct the automatic gradation correction again.

Automatic gradation correction is performed by selecting from [Thin Paper/Plain Paper/Recycled Paper] and [Heavy] according to the type of paper to be used. However, when a plurality of paper types are used, it is necessary to perform all the modes corresponding to the respective paper types.

#### CAUTION:

If a paper type not subjected to automatic gradation correction is used, there is a possibility that an image or a main body may be damaged.



1. Clean the Copyboard Glass surface of the host machine.
2. Place paper to be corrected in the paper source.

#### CAUTION:

Be sure to select the correct paper type / basis weight as the toner and fixing conditions are adjusted according to the paper type.

3. Select [Setting/Registration] > [Adjustment/Maintenance] > [image quality adjustment] > [automatic gradation correction] > [Initialization at full correction].
4. Select [ON], and press [OK].
5. Select the paper type, and press [Full Adjust].
6. Select the paper source, and press [OK].
7. Press [Start Printing] (the test page will be output).
8. After that, follow the instructions on the screen to read the test page.

### • Informing the System Administrator That Installation Is Complete

When the installation is completed, ask the system administrator to change the password and keep the changed password in a safe place to prevent leakage.

### ■ Registration of Installation Date Information

#### CAUTION:

Be sure that [Date/Time Settings] is completed. (There are items in Setup Guide.)





**1. Enter the following service mode, and execute "Batch Set Installation Date Info".**

COPIER > FUNCTION > INSTALL > INSTDTST

**NOTE:**

- Year, month, day, hour, and minute can be edited individually in the following service modes.  
COPIER > OPTION > USER > INSTDT-Y  
COPIER > OPTION > USER > INSTDT-M  
COPIER > OPTION > USER > INSTDT-D  
COPIER > OPTION > USER > INSTDT-H  
COPIER > OPTION > USER > INSTDT-N
- The default value of each service mode is "0".
- When "0" is set for each service mode, "Device Installation Date" on the counter report will be blank.

**2. Exit service mode.**

**3. Output the counter report, and check that the installation date information is registered.**

- [Counter/Device Information] key > [Print List] > [Yes]

```

2017 08/30 WED 09:40
*****
*** Counter Report ***
*****
Device Installation Date 2017/08/09 07:56
Counter Check Date 2017/08/30 09:40
Model LR-ADV
Serial Number UXH00938
  
```

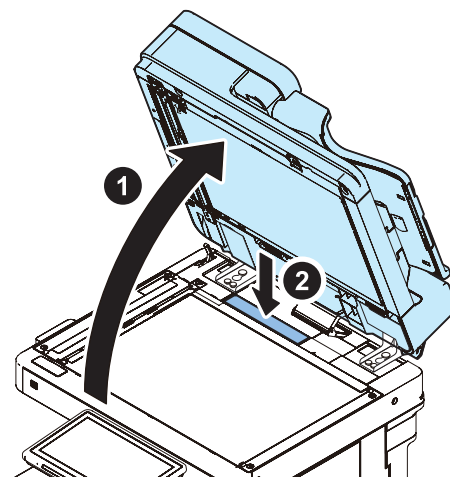
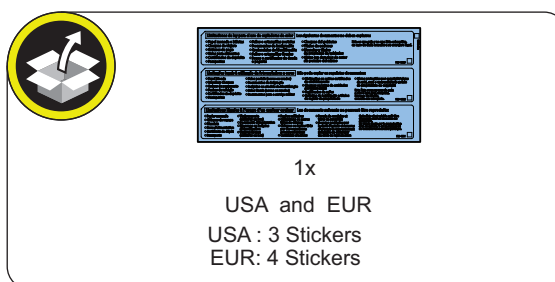
## ■ Other Installations



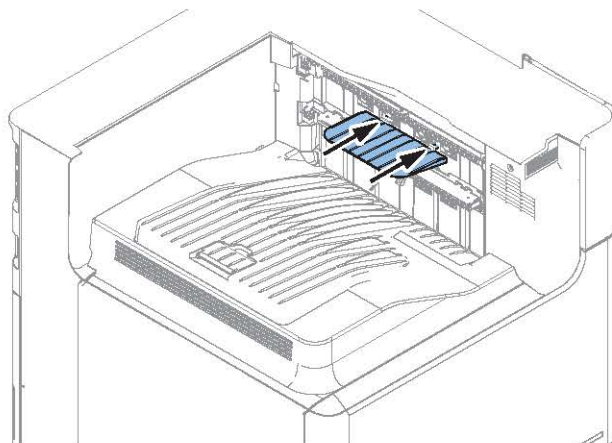
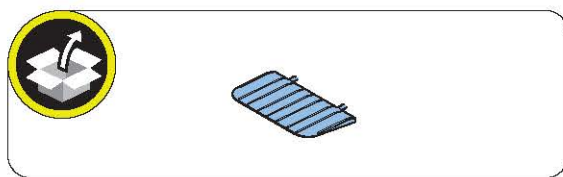
# 1.

**NOTE:**

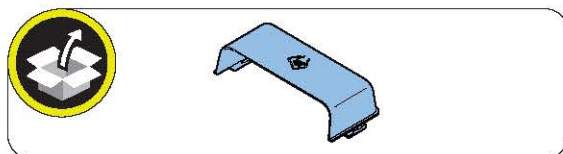
- Affix the labels of the appropriate language at the places shown in the figure below.
- If a label is stuck, affix it over the existing label.



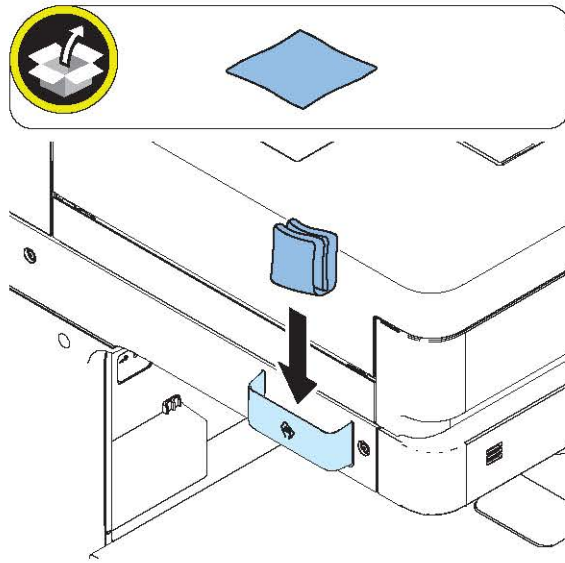
□  
**2.**



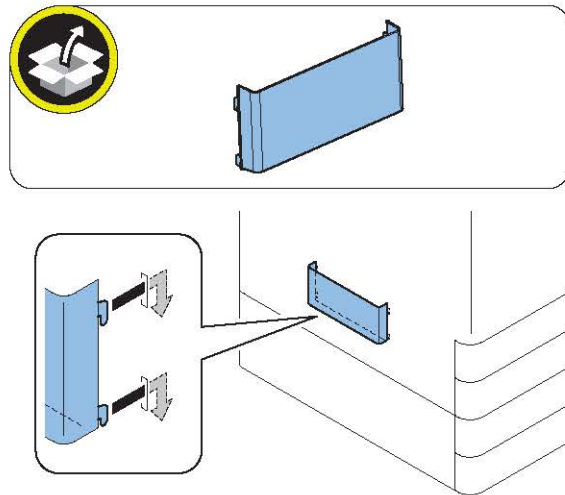
□  
**3.**



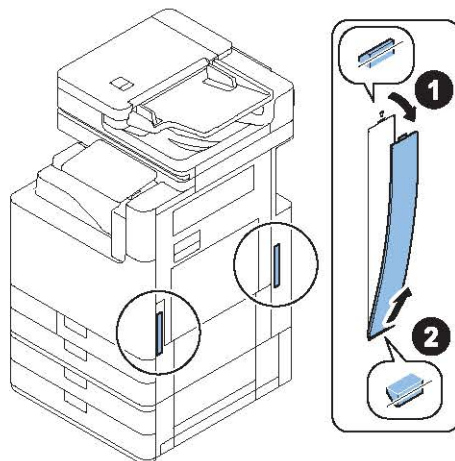
□  
**4.**



□  
**5.**



□  
**6.**



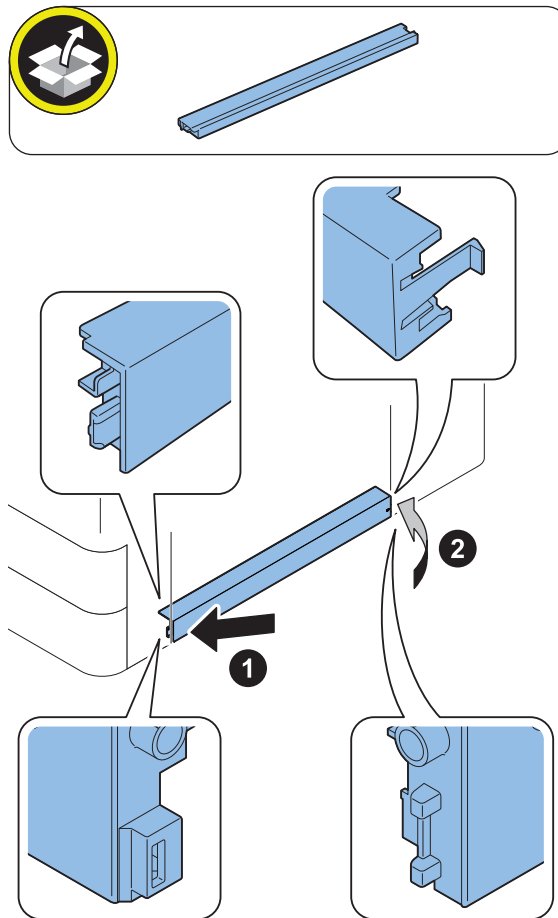
□  
7.**CAUTION:**

- In the case of the 2-stage Cassette Pedestal was installed, install it to the 2-stage Cassette Pedestal side.
- In the case of not installing the 2-stage Cassette Pedestal, install it to the host machine side.

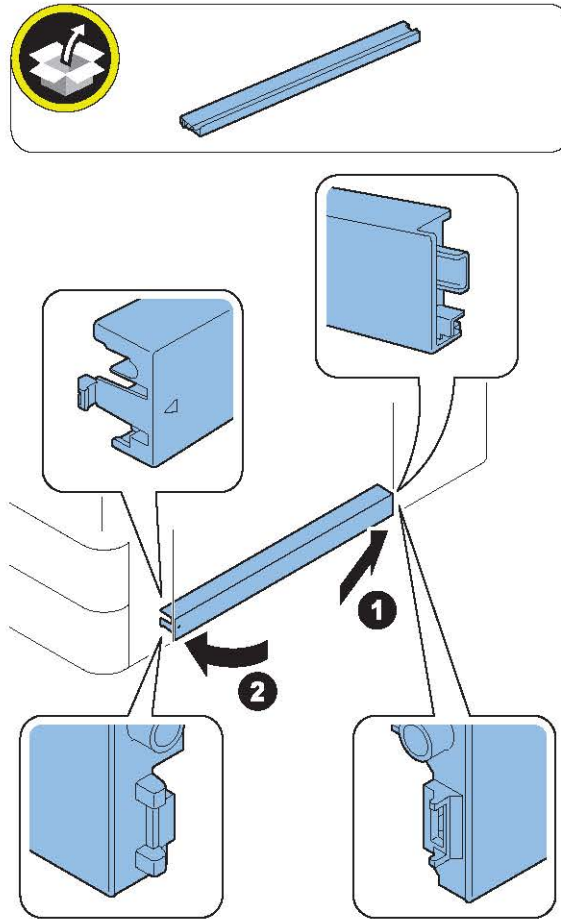
**CAUTION:**

When installing on the host machine side, the installing direction differs depending on the shape of the host machine side. Be sure to install after checking the shape.

&lt;Type 1&gt;



<Type 2>

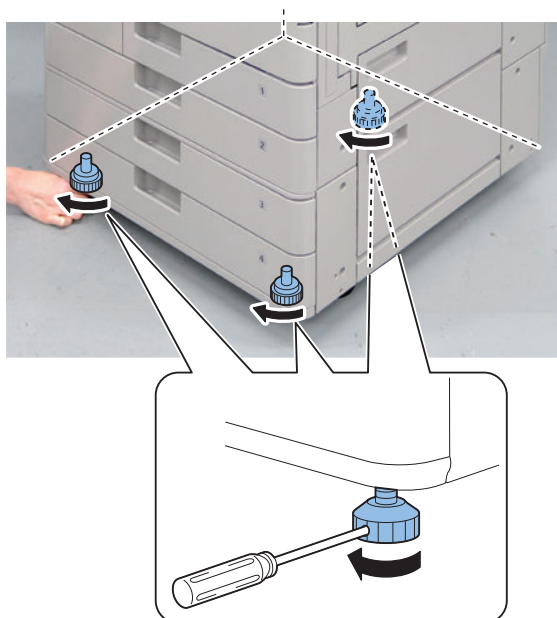


## ■ Fixing the Host Machine

□  
1.

### NOTE:

- Move the host machine to the installation position, and fix it in place with the 3 adjusters.
- Be sure to fix it in place to prevent overturning.
- Fixing of the adjuster is not for earthquake resistance.



## ■ Installing the Envelope Attachment A

### ● Envelope Standards for the Envelope Attachment A

#### Cassette 1

Type	(Short side (X)×Long Side (Y))
Monarch	7 1/2" x 3 7/8"(inch)/ 98.4 x 190.5 mm
No. 10 (COM10)	4 1/8" x 9 1/2"(inch)/ 104.7 x 241.3 mm
DL	110 x 220 mm
ISO-C5	162 x 229 mm

#### Cassette 2

Type	(Long Side (X)×Short side (Y))
Monarch	7 1/2" x 3 7/8"(inch)/ 190.5 x 98.4 mm
No. 10 (COM10)	9 1/2" x 4 1/8"(inch)/ 241.3 x 104.7 mm
DL	220 x 110 mm
ISO-C5	162 x 229 mm

### ● Installing the Envelope Attachment A

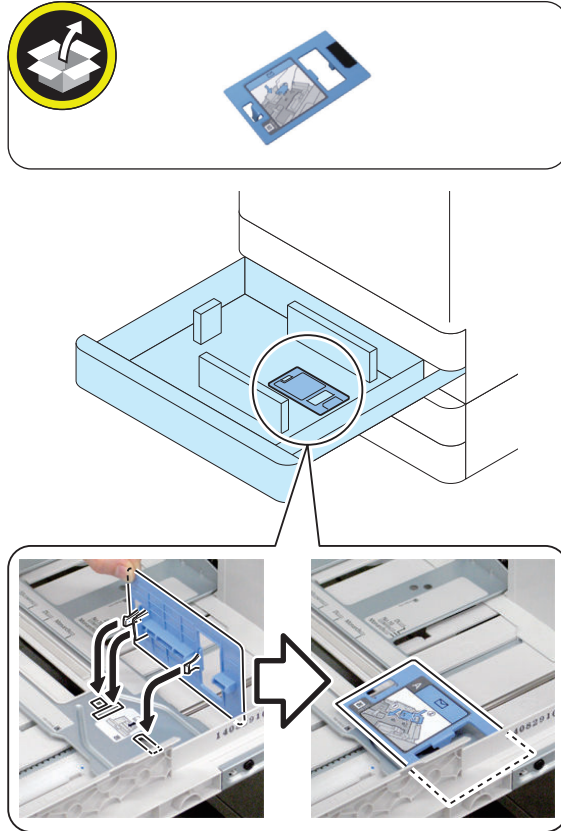
#### CAUTION:

- Use the Envelope Attachment A for the Cassette 1 or Cassette 2.
- Do not use the Cassette 3 or Cassette 4.

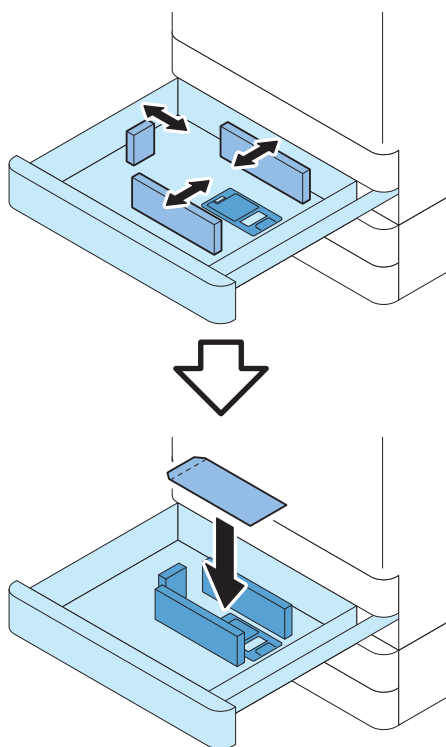
**NOTE:**

Install/remove the Envelope Attachment A only if requested by the customer.

□  
**1.**

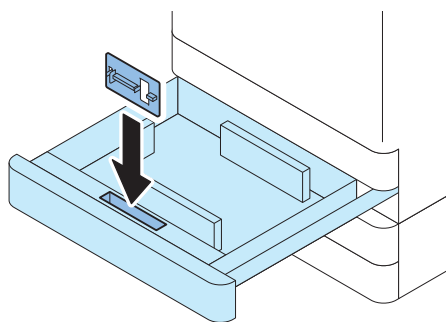


2.



- When the Envelope Attachment A Is Not Used

1.



- Settings after Installation

1. Select [Settings/Registration] > [Preferences] > [Paper Settings] > [Paper Settings] > [Cassette 1/Cassette 2] > [Envelope]

2. Select the type of envelope to be used and then press [OK] to register it.

- Display/Operation Check

1. Check that "Envelope" is selected for Cassette 1 or Cassette 2 on the Control Panel's "Paper Settings" screen.





2. Check that the envelope is picked up.

## ■ Checking after Installation



1. Review the Drum Unit initialization results.

Check that the display value of each color is "0".

COPIER > COUNTER > LIFE > PT-DR-Y

COPIER > COUNTER > LIFE > PT-DR-M

COPIER > COUNTER > LIFE > PT-DR-C

COPIER > COUNTER > LIFE > PT-DRM

### NOTE:

If the screen does not display the correct value.

- After turning the Main Power OFF, load or unload the Drum Unit, and then turn the power back on.

## ■ Image Position Adjustment (Single Pass ADF)

### ● Checking the Skew

Check the image at ADF stream reading with using the "Test Charts for Image Position Adjustment". If any adjustments have been made, perform all of the following "Adjustment Procedure". If it is confirmed that there is no problem, proceed to "Network Connectivity Check".

1. Adjustment of the White Plate
2. Height Adjustment
3. Light intensity adjustment
4. Automatic Adjustment of the Stream Reading Position (Automatic Adjustment of the Reading Position at ADF Reading)
5. White Level Adjustment
6. Front/Back Side Difference Correction Adjustment

### NOTE:

Even if the above adjustment is performed, if a fixed skew or image shift occurs, the image is manually adjusted according to the state of the printed image

- Adjustment of leading edge margin of the scanned image for the corrected image Amount of Change per:0.1mm  
FEEDER > ADJUST > ADJ-T1 (front side)  
FEEDER > ADJUST > ADJ-T2 (back side)
- Adjustment of the left edge margin of the scanned image for the corrected image Amount of Change per:0.1mm  
FEEDER > ADJUST > ADJ-L1 (front side)  
FEEDER > ADJUST > ADJ-L2 (back side)
- Angle correction of the corrected image Amount of Change per:0.01 degree  
FEEDER > ADJUST > ADJ-ROT1 (front side)  
FEEDER > ADJUST > ADJ-ROT2 (back side)
- Parallelogram correction amount for corrected image Amount of Change per:0.01 degree  
FEEDER > ADJUST > ADJ-PAR1 (front side)  
FEEDER > ADJUST > ADJ-PAR2 (back side)

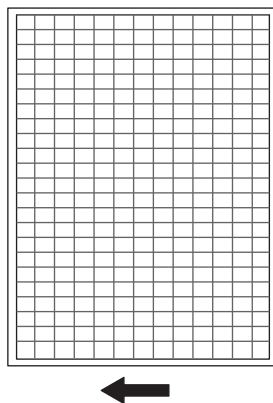
Refer to the following Service Manual

- Adjustment > Original Feed System (Single Pass ADF) > Skew Adjustment (at Stream Scanning of Originals)

## Creating the Test Charts for Image Position Adjustment

### CAUTION:

Create the test charts for image position adjustment after completing adjustments on the printer side.

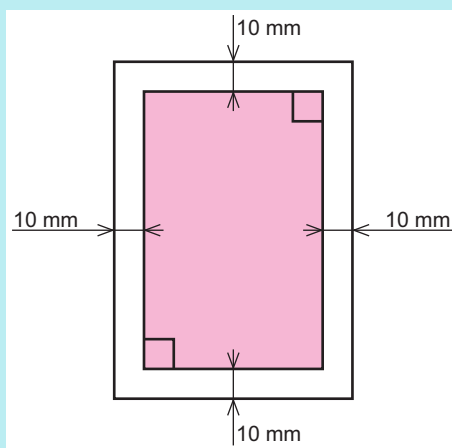


1. After setting the service modes as follows, press the Start key to output the test chart.

- COPIER > TEST > PG > TYPE = 6
- COPIER > TEST > PG > PG-PICK = To set the Pickup Cassette for test print output.

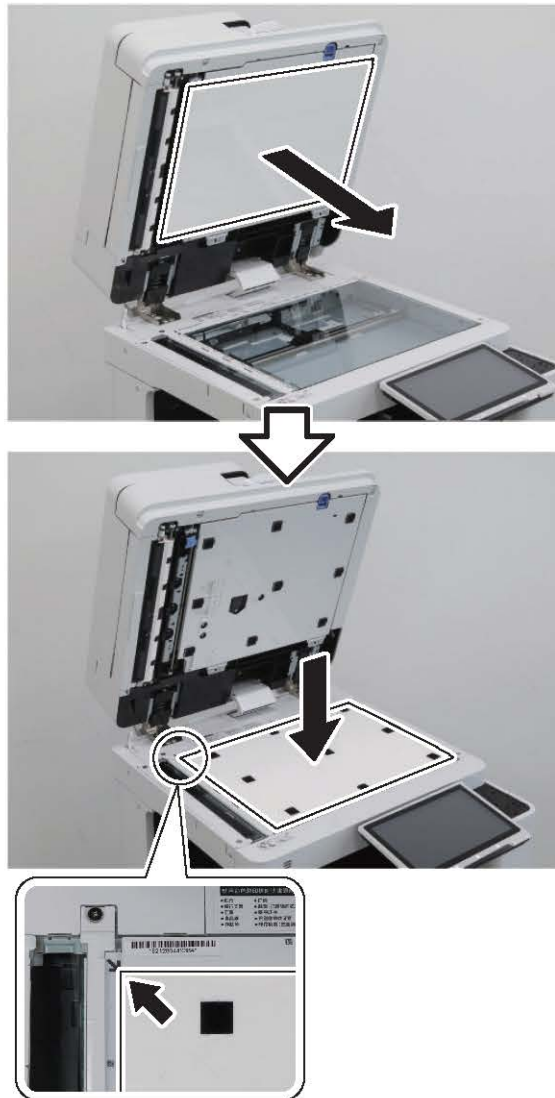
**NOTE:**

- If the specified test chart cannot be output, draw a test chart on A3 or LDR paper with a rectangle whose four corners are 10 mm smaller than the paper.
- To draw characters and marks so that you can see the direction of the copied image.

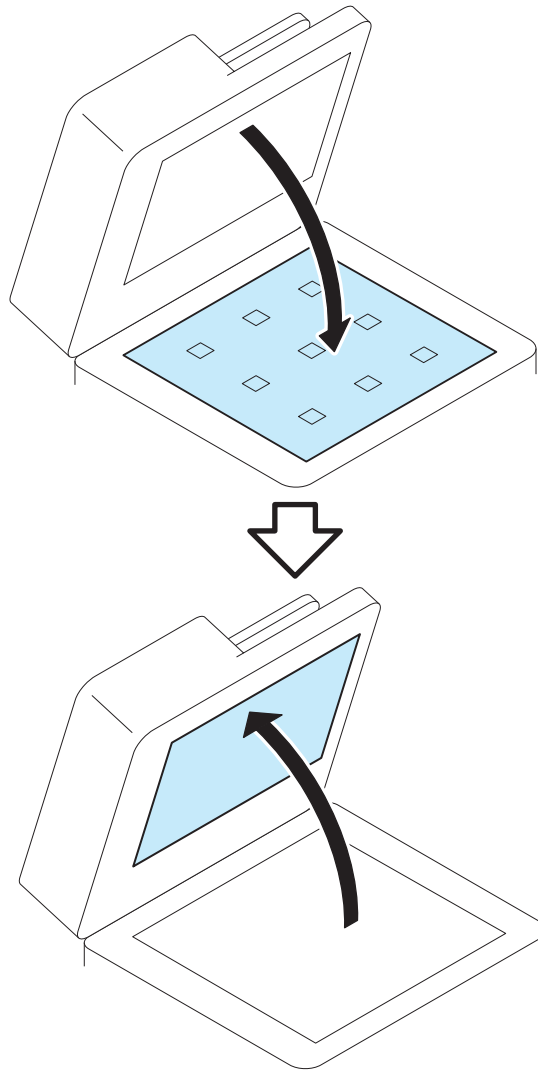


### Adjustment of the White Plate

□  
**1.**



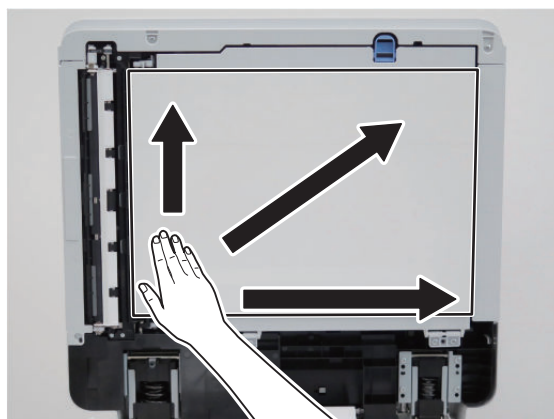
□  
**2.**



□  
**3.**

**CAUTION:**

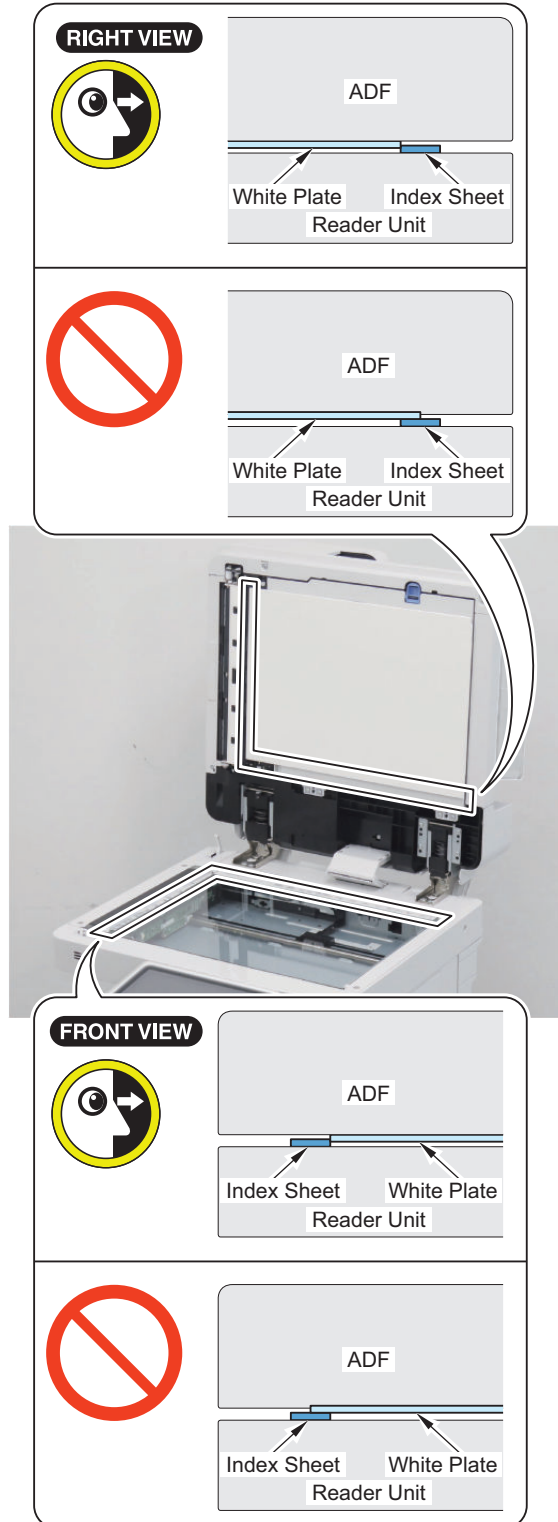
If the White Plate is pressed downward, it is placed on the Index Sheet, so be sure to press it upward.



□  
4.

**NOTE:**


- Be sure that there is no gap (for reference, 0.3 mm or less) between the White Plate and the Index Sheet.
- Check that the White Plate is not placed on the Index Sheet.



## Checking the Height

### Height Check Sheet Preparation or Creation

1. Prepare the check sheet used for height adjustment.

 Height check sheet

#### NOTE:

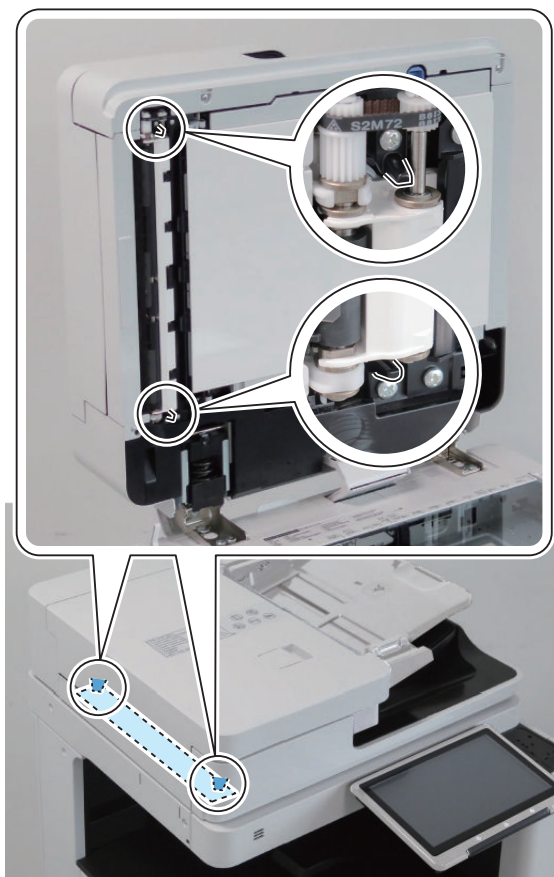
Points to Note when Creating the Check Sheet

- Output with A4 (paper size) or LTR (paper size).
- Use plain paper 1 to 3 (64 to 105 g/m<sup>2</sup>) (Paper Type).

## Height Adjustment

### Checking the Height

- 
1. Check that the 2 Height Adjustment Bosses at the left front side and the left rear side are in contact with the Stream Reading Glass.



2. If they are not in contact, perform the height adjustment.  
If it cannot be visually checked, perform "Checking the Height of the Height Adjustment Boss".

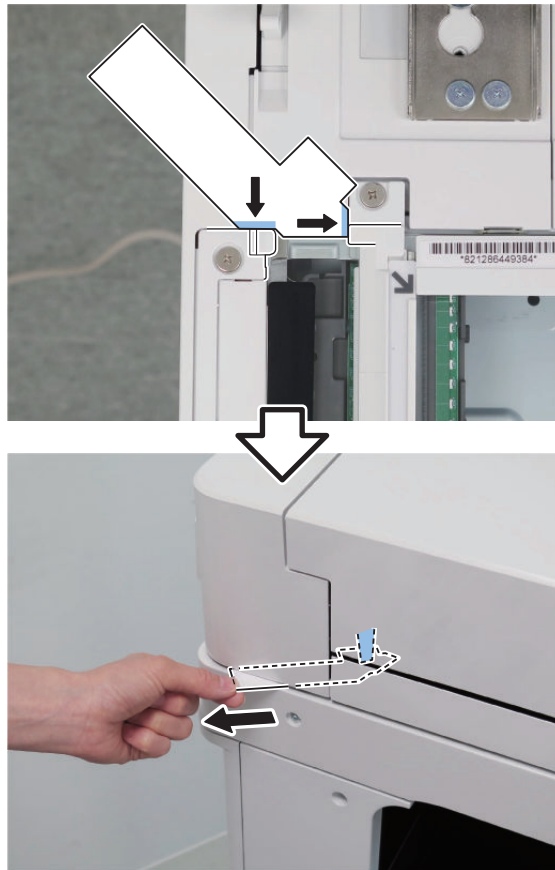
## Checking the Height of the Height Adjustment Boss

- 1. Put a sheet of paper on the place where the protrusions touch the Stream Reading Glass, and check whether there is any resistance of the paper when closing the ADF.

<The Left Front Side>



<The Left Rear Side>



2. If there is no resistance, perform the height adjustment.



## Height Adjustment Procedure

- 
- Adjust by turning the Fixation Screw on the upper side of Hinge.
    - If both front and rear side (or only front side) are not installed properly: Turn the Right Hinge Fixation Screw clockwise (black arrow) to correctly locate it at the front.



- If the rear side is not installed properly: Turn the Left Hinge Fixation Screw counterclockwise (white arrow).



- Open th ADF fully and close the ADF and then, Check the height again and see if it is at an appropriate height.

## Light intensity adjustment

### NOTE:

- This mode automatically performs adjustment.
- If "NG" is displayed after executing this mode, check that PCB and each connector are properly connected.

□

- Execute the following service mode with the ADF closed.  
COPIER >FUNCTION >CCD > LMPADJ

## Automatic Adjustment of the Stream Reading Position (Automatic Adjustment of the Reading Position at ADF Reading)

### NOTE:

- If the DADF is opened during adjustment, restart the adjustment.
- Enter the value after adjustment on the Service Label (on the back of the Reader Front Cover or Printer Front Cover). The adjustment result is reflected to COPIER > ADJUST > ADJ-XY > STRD-POS.



### 1. Execute the following service mode.

COPIER > FUNCTION > INSTALL > STRD-POS

### NOTE:

If "NG" is displayed after executing this mode, execute "Right Angle Adjustment (Slant Adjustment)" on the service manual.

## White Level Adjustment



### 1. Place a sheet of blank A4 or LTR size paper on the Copyboard Glass and close the ADF.

### CAUTION:

When executing the white level adjustment using paper with smaller width, adjustment may not be executed properly.

### 2. Execute the service mode item.

COPIER > FUNCTION > CCD > DF-WLVL1

### 3. Remove the blank paper from the Copyboard Glass, and place it on the Document Pickup Tray of ADF.

### 4. Execute the service mode item.

COPIER > FUNCTION > CCD > DF-WLVL2

### 5. Place the blank paper on the Copyboard Glass again and close the ADF.

### 6. Execute the service mode item.

COPIER > FUNCTION > CCD > DF-WLVL3

### 7. Remove the blank paper from the Copy Board Glass, and place it on the Document Pickup Tray of ADF.

### 8. Execute the service mode item.

COPIER > FUNCTION > CCD > DF-WLVL4

## Front/Back Side Difference Correction Adjustment

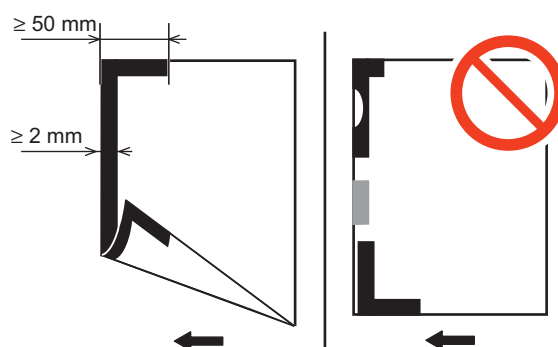
### Automatic Front/Back Side Difference Correction Adjustment

### NOTE:

If the chart in the following state is used, skew detection may not be possible and correction may not be possible.

- The painted part is not long enough.
- The painted part is chipped.
- The color is light.
- The edges are not painted.
- Broken/torn/chipped.
- Translucent, thin paper manuscript is used.
- The area painted black is not dry enough.

1. Use a chart of a service parts of a Automatic Front/Back Side Difference Correction Adjustment, or using A4 or LTR paper, the leading edge and the side edge of the front/back side in the feeding direction are painted black with magic, and a chart for Automatic Front/Back Side Difference Correction Adjustment is prepared.



2. Set the value of the service mode to "0" below.

- FEEDER > ADJUST > ADJ-T2/L2/ROT2 = 0

**NOTE:**

- The ADJ-T2/L2/ROT2 is an item for manually fine-adjusting the skew in the case that a deviation remains in the position of the back image to which the skew is automatically corrected after the Automatic Front/Back Side Difference Correction Adjustment.
- "0" is the value at the time of shipment from the factory. By resetting to the initial state, there is no unintended deviation due to manual correction with respect to the back surface image in which skew correction is automatically performed, so that a constant accuracy is guaranteed.

3. Set the document tray so that the black-painted portion becomes the leading edge in the feeding direction.

4. Automatic Front/Back Side Difference Correction Adjustment is performed in the following service mode.

- FEEDER > FUNCTION > ADJ-SKW

**NOTE:**

If "NG" is displayed after executing this mode, execute "Right Angle Adjustment (Slant Adjustment)" on the service manual.

5. Write the adjusted values below on the service label.

- FEEDER > ADJUST > ADJ-DT
- FEEDER > ADJUST > ADJ-DL
- FEEDER > ADJUST > ADJ-DROT

## ■ Checking Network Connection

### ● Overview

If the user network environment is TCP/IP, use Ping function to check that the network setting is properly executed. If the user network environment is IPX/SPX or Apple Talk, skip this procedure.

### ● Network Setting

**CAUTION:**

Use the network cable of rank 5e or higher. In addition, use of shield type (STP cable) is recommended. When non-shield type (UTP cable) is used, the surrounding electronic equipments may be interfered via the network cable.

1. Turn OFF the main power switch.
2. Connect the network cable to the host machine and turn ON the main power switch.

3. Inform the system administrator at the installation site that the installation of the host machine is complete, and ask for network connection of the host machine.

**NOTE:**

Network setting cannot be executed unless logging in as an administrator.  
Factory default password is as follows.

- System administration division ID: Administrator
- System administration password: 7654321

**CAUTION:**

Following setting needs to be ON to perform network setting:

- [Settings/Registration] > [Preferences] > [Network] > [Confirm Network Connection Set. Changes]
- [Settings/Registration] > [Preferences] > [Network] > [TCP/IP Settings] > [IPv4 Settings] > [Use IPv4]

4. Turn OFF the main power switch.
5. Turn ON the main power switch.

## ● Ping Operation Procedure

1. Select [Settings/Registration] > [Preferences] > [Network] > [TCP/IP Settings] > [IPv4 Settings] > [PING Command].
2. Enter IP address with numeric keypad on the control panel and press "Start" key. "Response from the host" is displayed if Ping operation is successful. "No response from the host" is displayed if Ping operation fails.

## ● Checking with Remote Host Address

You can check whether the network is connected or not by using remote host address to execute Ping.

Remote host address: IP address of PC terminal that is connected to/works with TCP/IP network environment, which connects to this host machine.

1. Inform the system administrator to execute checking of network connection using Ping.
2. Check the remote host address with the system administrator.
3. Enter the remote host address to PING.
  - "Response from the host": The machine is properly connected to the network.
  - "No response from the host": Execute the following troubleshooting because the machine is not connected to the network.

## ■ Troubleshooting of Network

### ● Checking Connection of the Network Cable

To check whether the network cable is properly connected to the LAN Port.

### ● Ping Operation Procedure

1. Ask the network administrator at the user's site to note the IP address of the PC that is connected to the network.
2. Select: [Settings/Registration] > [Preferences] > [Network] > [TCP/IP Settings] > [IPv4 Settings] > [PING Command], and enter the IP address of PC, and then press "Execute" key.
  - If the display shows "Response from the host", the network connection is properly functioning.
  - If the display shows "No response from the host", go to the next step for another checking.

### ● Checking Network Setting of the Host Machine

Check if the IP address specified on the host machine is correct.

1. Select the following: [Settings/Registration] > [Preferences] > [Network] > [TCP/IP Settings] > [IPv4 Settings] > [IP Address Settings], and note the IP address in the IP Address field.

2. Select the following: [Settings/Registration] > [Preferences] > [Network] > [TCP/IP Settings] > [IPv4 Settings] > [PING Command], and enter the IP address.
  - If the display shows "Response from the host", the IP address specified on the host machine is correct.
  - If the display shows "No response from the host", go to the next step for another checking.

**NOTE:**

When entering an address by manual operation, set the Subnet Mask according to the instructions of the user administrator.

### ● Checking Network Function on the Main Controller

Check with the loopback address:

1. Select: [Settings/Registration] > [Preferences] > [Network] > [TCP/IP Settings] > [IPv4 Settings] > [PING Command], and enter the IP address "127.0.0.1" with the numeric keypad and press the Execute key.
  - If the display shows "Response from the host", the network of the main controller is properly functioning.
  - If the display shows "No response from the host", the network function of the main controller is faulty.
2. Replace with a main controller that works properly, and the check connection.

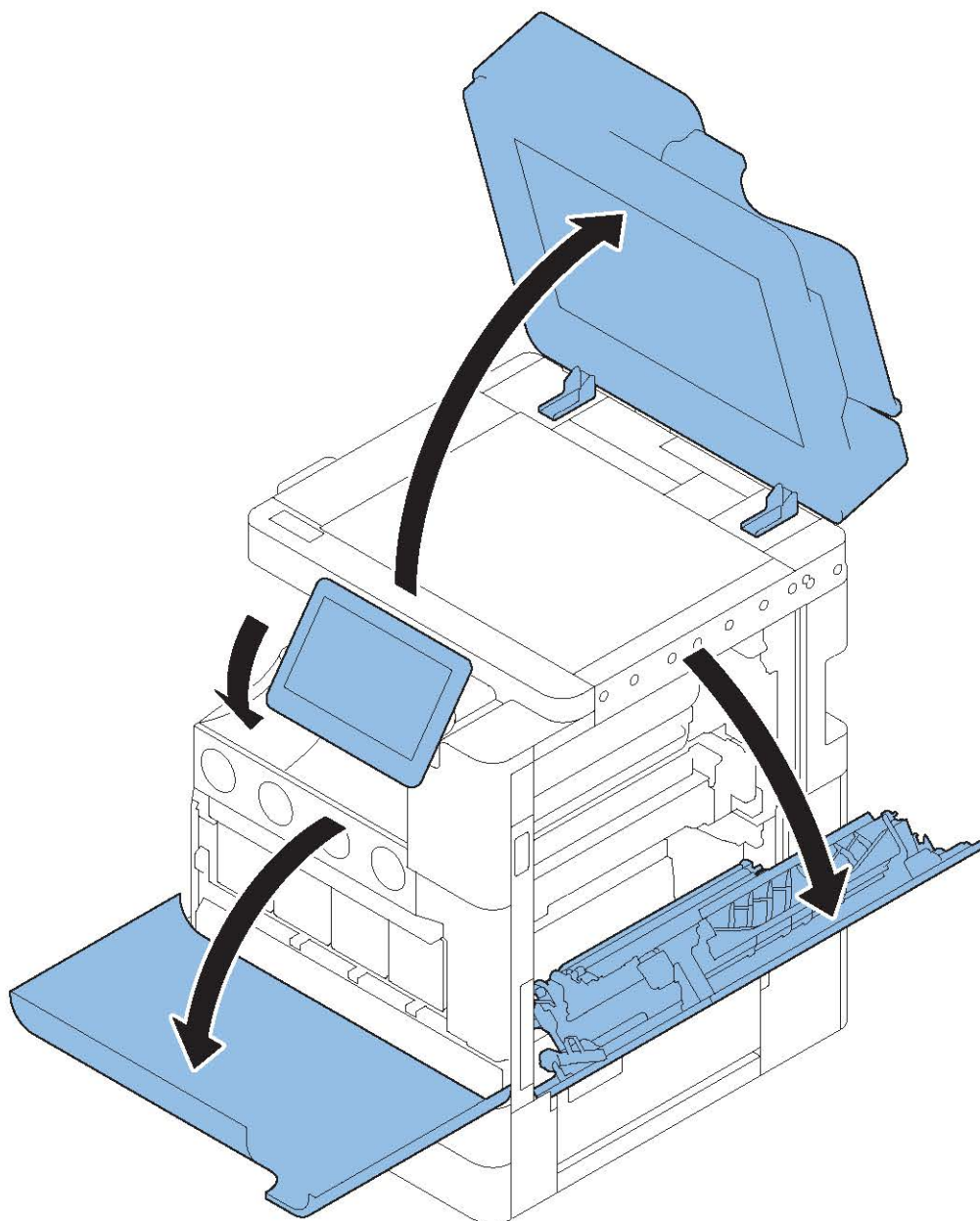
### ■ Installing IC Card Reader

#### ● Removing the Covers

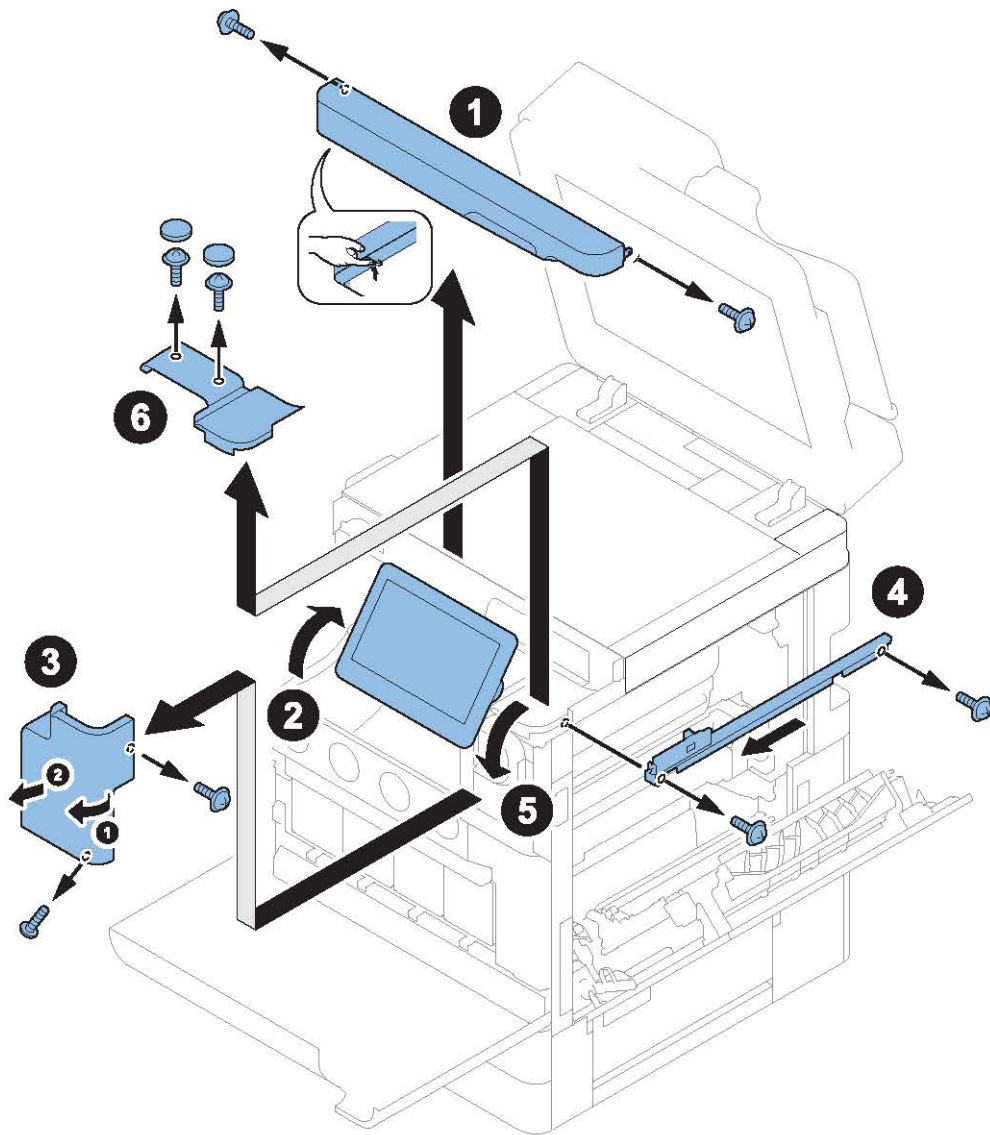


1. Turn OFF the Main Power Supply Switch of the host machine.

□  
2.



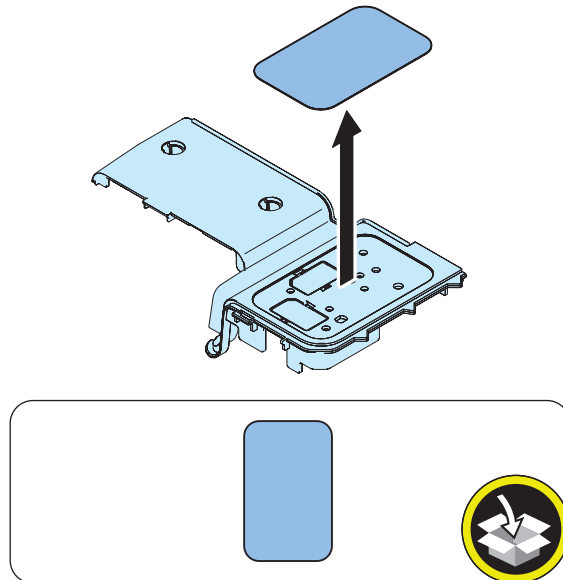
□  
**3.**



□  
**4.**

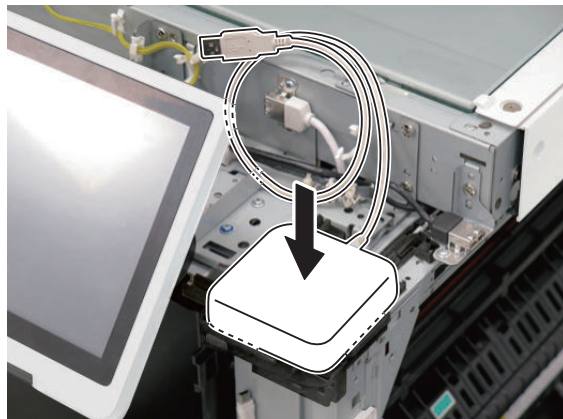
**CAUTION:**

- Do not cleaning the surface with alcohol after removing the sheet.
- If any glue remains in the peeled Surface, remove it with the peeled sheet.



• **Installation of IC Card Reader**

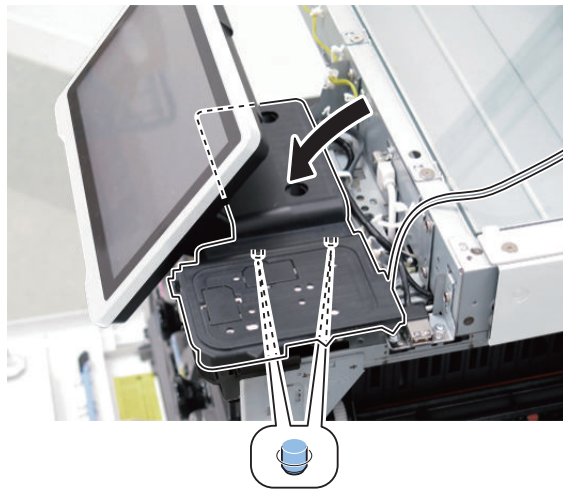
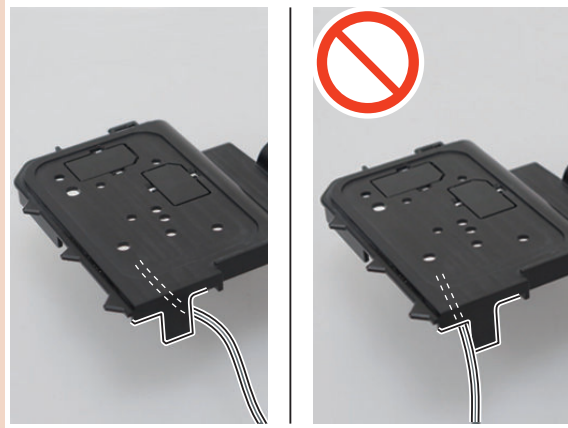
□  
**1.**



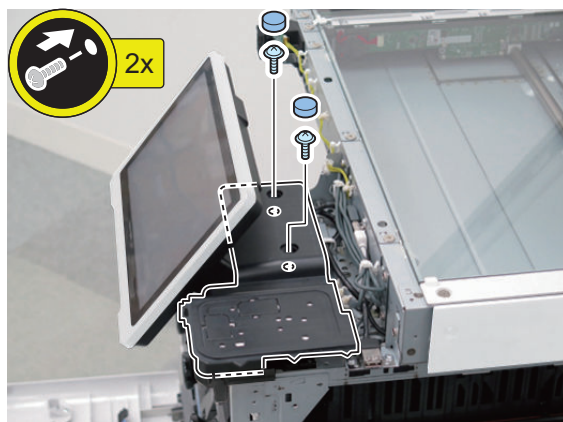


□  
**2.**

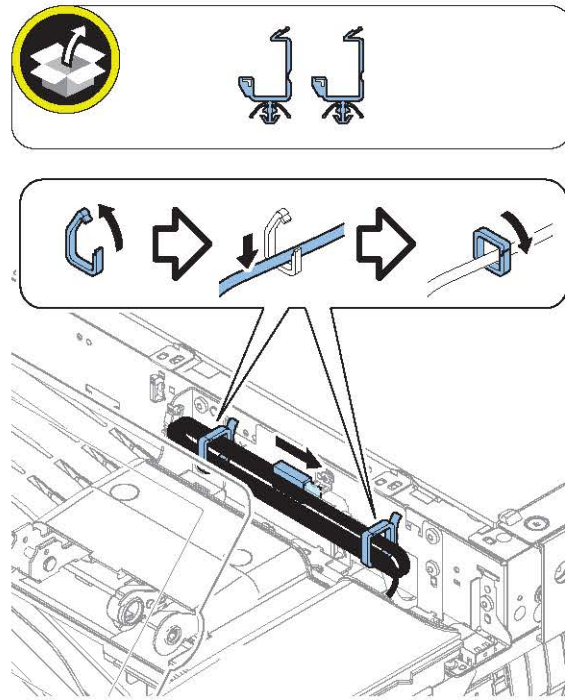
**CAUTION:**  
Do not pinch the Cable when mounting the cover.



□  
**3.**

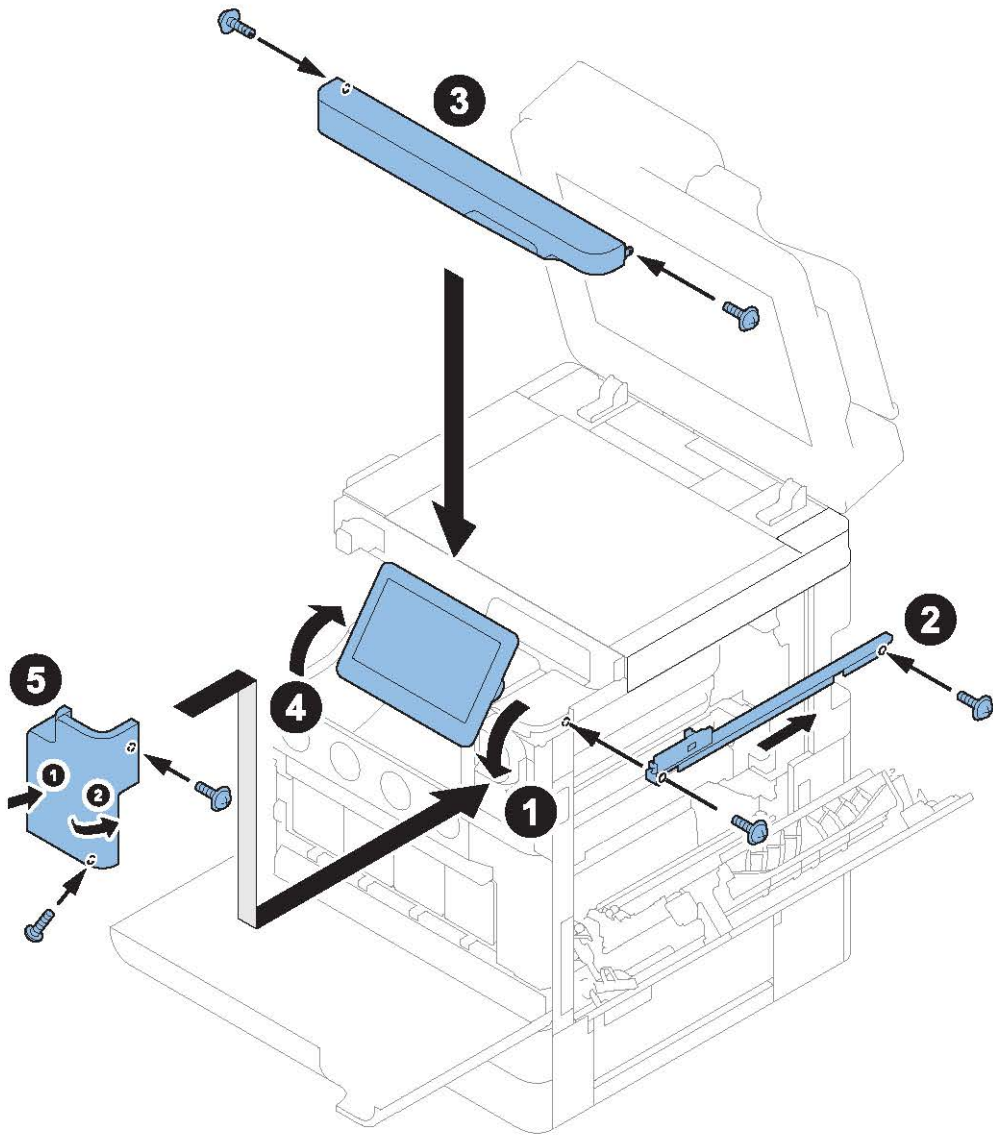


□  
4.

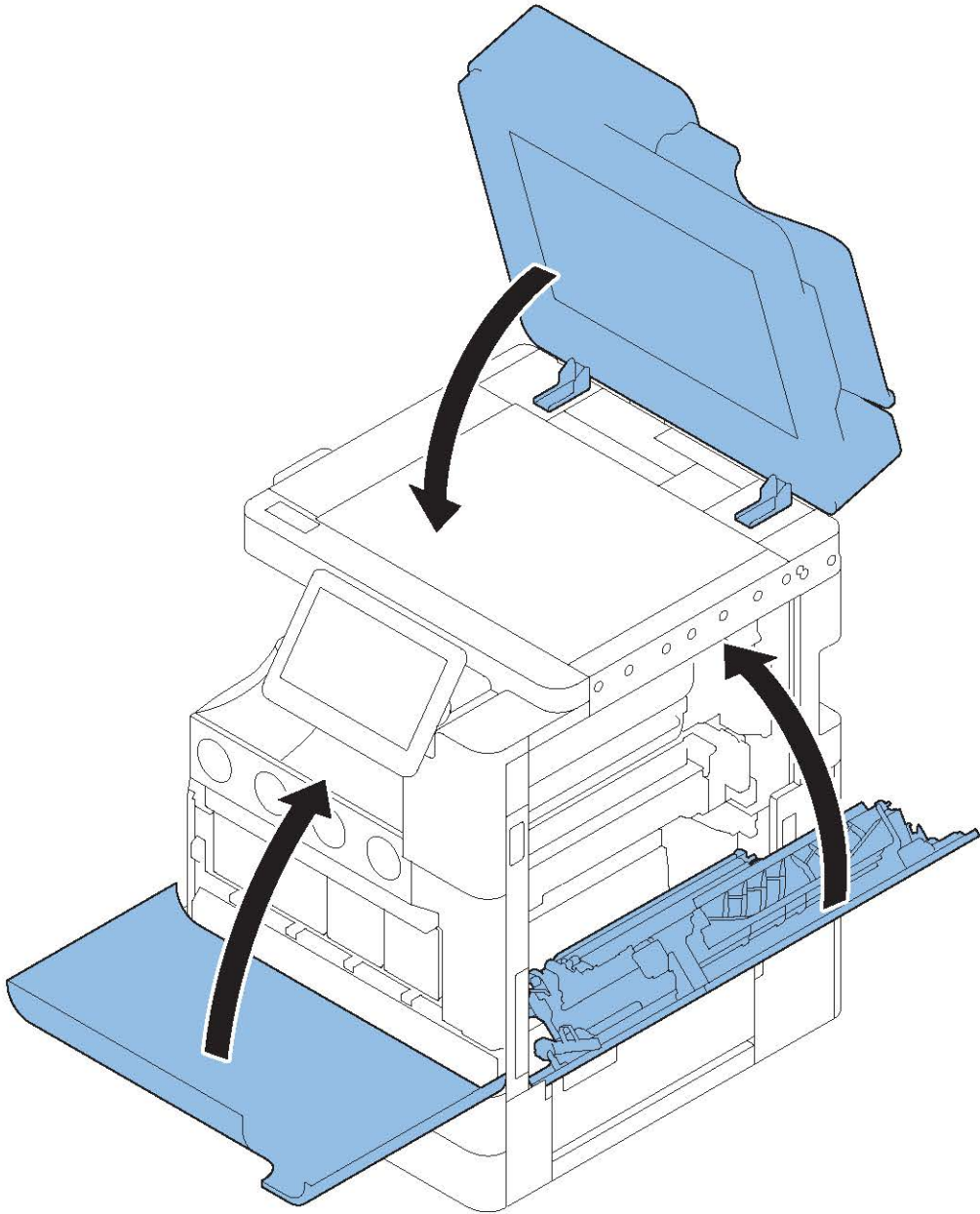


• Installing the Covers

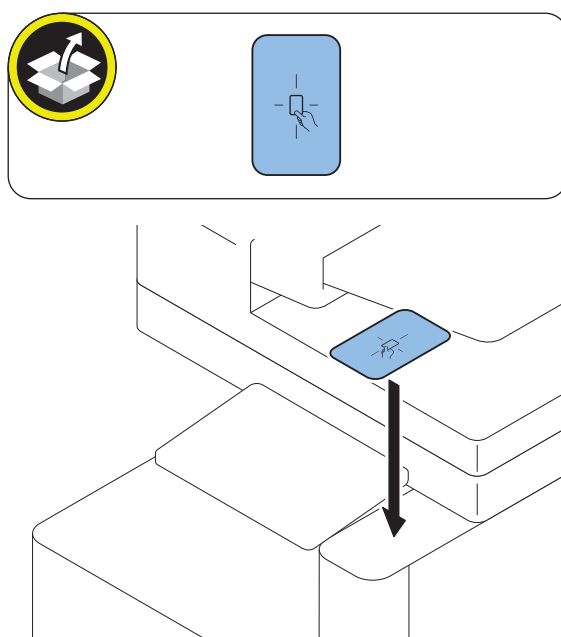
□  
**1.**



□  
**2.**



3.



4.

Connect the power plug to the outlet.  
Turn ON the main power switch.

### ■ Operation when using uniFLOW Online

When using uniFLOW Online\*, follow the setup procedures on the uniFLOW\* Online First Steps Guide ([http://www.nt-ware.com/uFO\\_FS](http://www.nt-ware.com/uFO_FS)).

\* China version of "uniFLOW" is called "mdsFLOW".

#### ● When Relocating the Machine

When transporting this machine using a truck or by other means for some reasons after installing it, perform the following procedure.

#### CAUTION:

In case of relocating the machine while it is mounted on the Cassette Pedestal, be sure to check that the coin screw has been tightened securely before holding the grips of the machine to lift when, for example, passing over a difference in level of the floor. Holding the grips of the machine when lifting will result in separation of the machine from the Cassette Pedestal.

1. From the following service mode (Level 2), move the Scanner Unit to the position to secure.  
COPIER > FUNCTION > MISC-R > RD-SHPOS

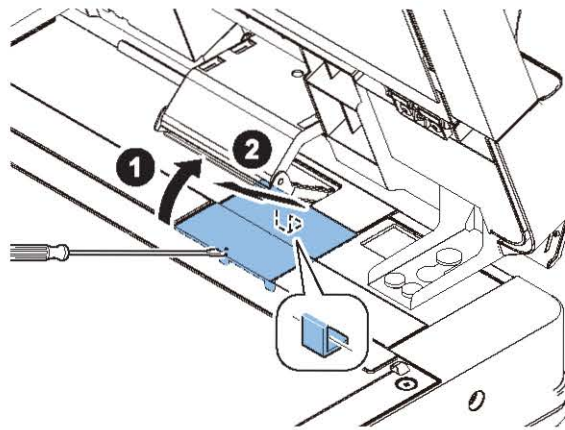
2. Turn OFF the main power of the host machine.

3. Disconnect the power plug of the host machine.

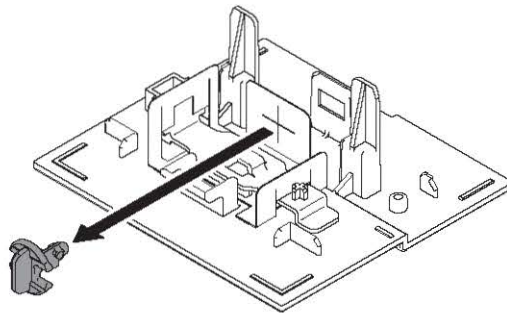
4.



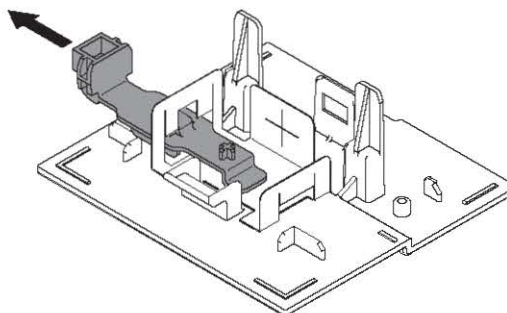
5.



6.

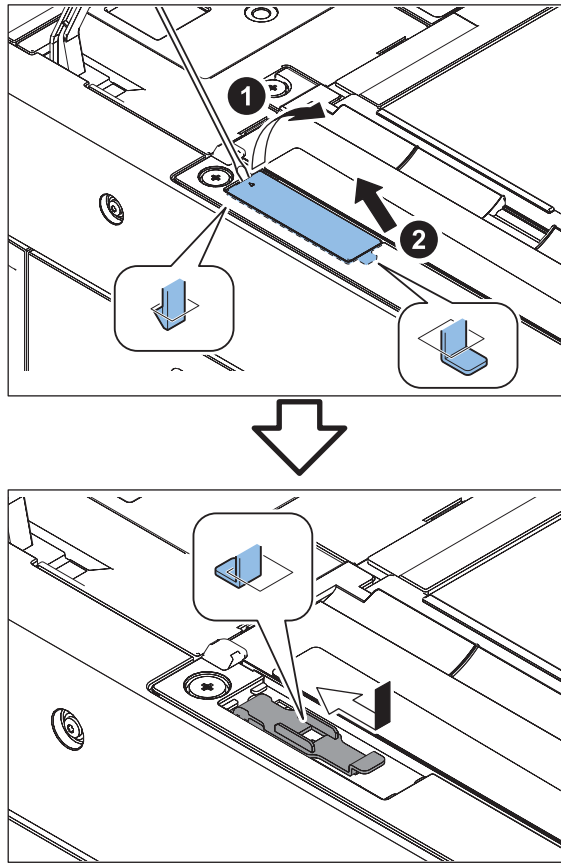


7.



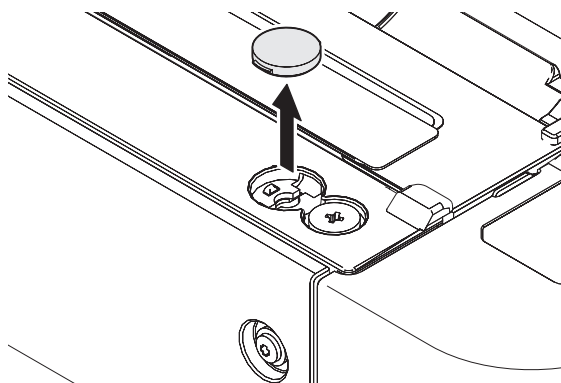


8. Secure the Scanner Unit with the Scanner System Fixation Member that have been kept in a safe place since installation.



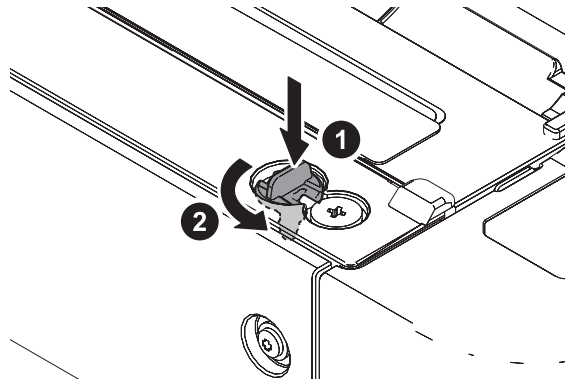
9.

**NOTE:**  
Be sure to store the rubber cap for reuse.

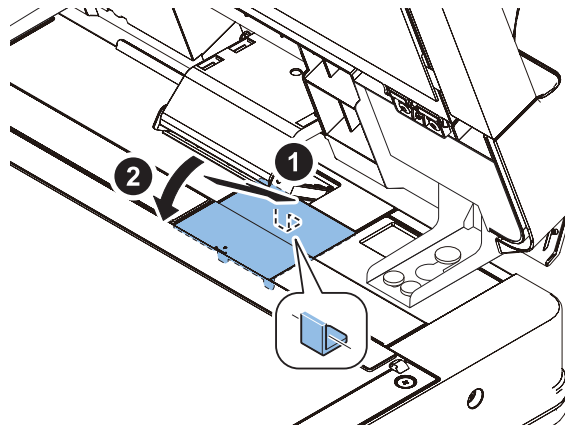




10.



11.



12.

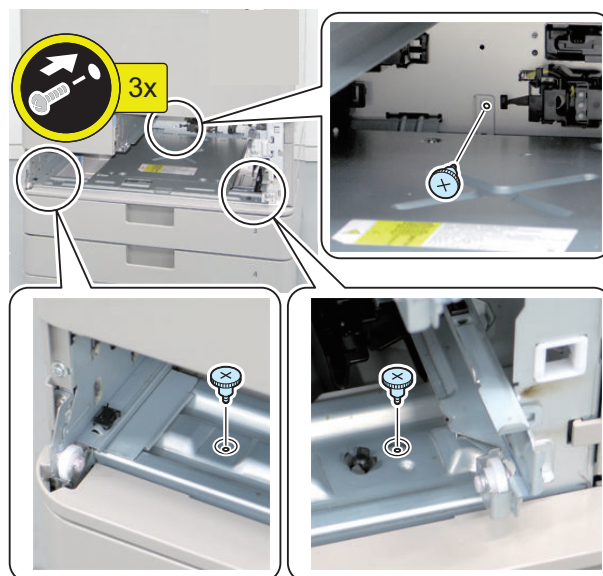
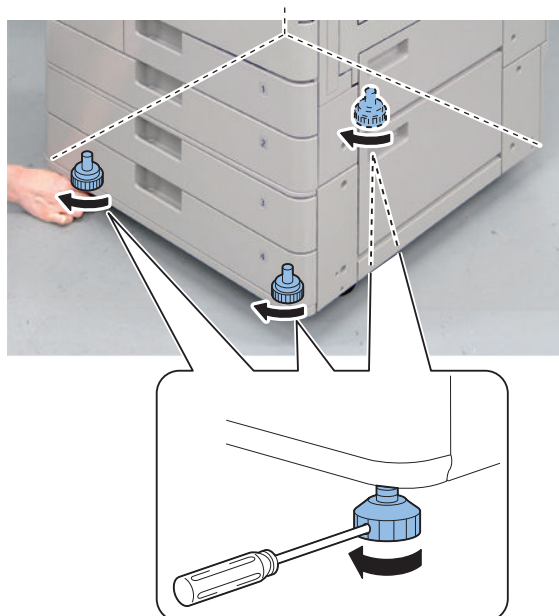


13. Put a sheet of paper on the Copyboard Glass.



**14. Fix the coin screws for the host machine and 2-stage Cassette Pedestal without having loosening.****CAUTION:**

- When tightening the coin screw, pay attention to the surrounding sheet metal and parts.
- When tightening a screw on the rear side, be sure not to drop it.
- Make sure that the coin screw is not loose when moving the host machine.

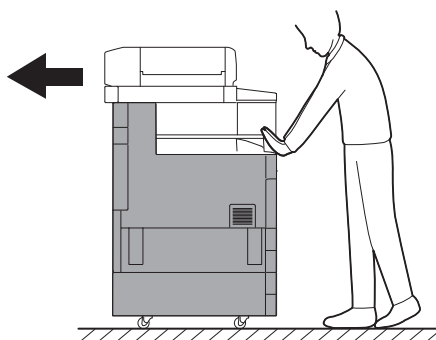
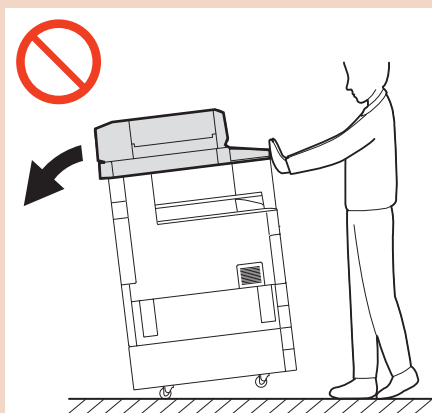
**15. If the Cassette Pedestal is installed, turn the 3 adjusters of the Cassette Pedestal to lift them from the floor.**



16. When moving the host machine, push the position shown in the figure and move.

**CAUTION:**

If the upper part of the host machine is pushed hard, it may tilt to the rear side, so be careful when moving it (Especially in the case where there is carpet, etc.).





17. Proceed with the work shown below before turning ON the power.

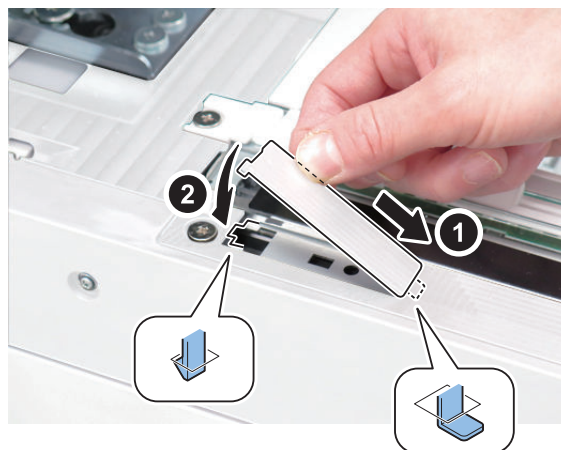
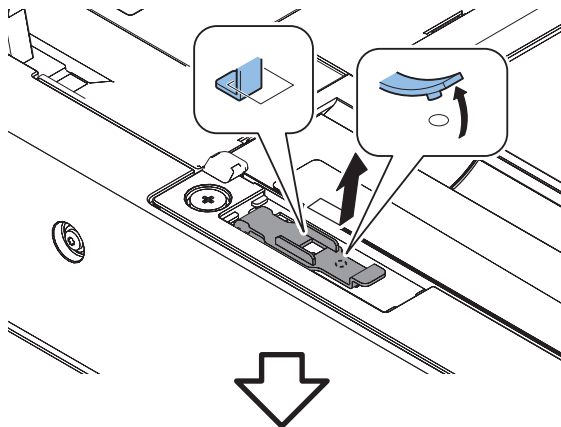
1. Remove the paper on the Copyboard Glass.



- 2.

**CAUTION:**

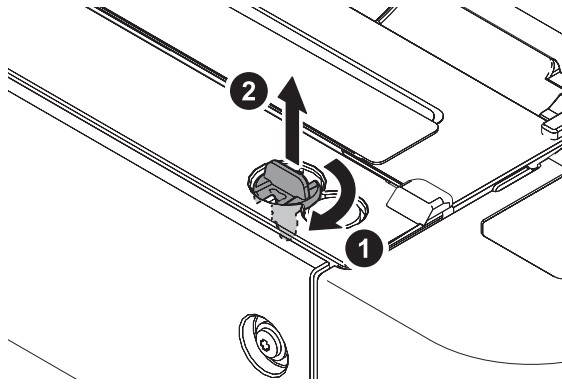
Be sure to keep the Scanner System Fixation Member in a safe place for moving the machine.



**NOTE:**

The removed Scanner Fixation Member need to be stored in step 6.

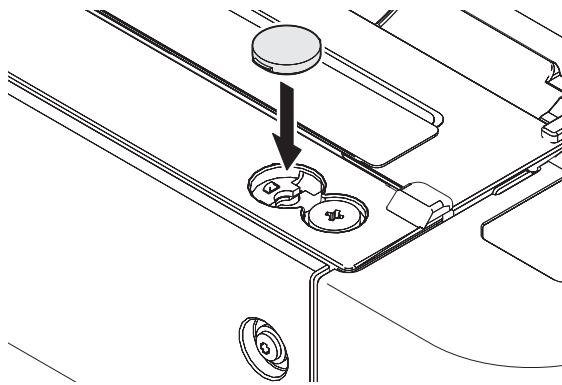
3.



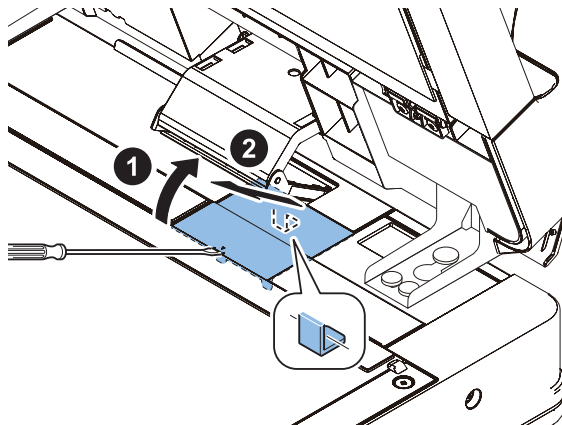
**NOTE:**

The removed Scanner Fixation Member need to be stored in step 7.

4.



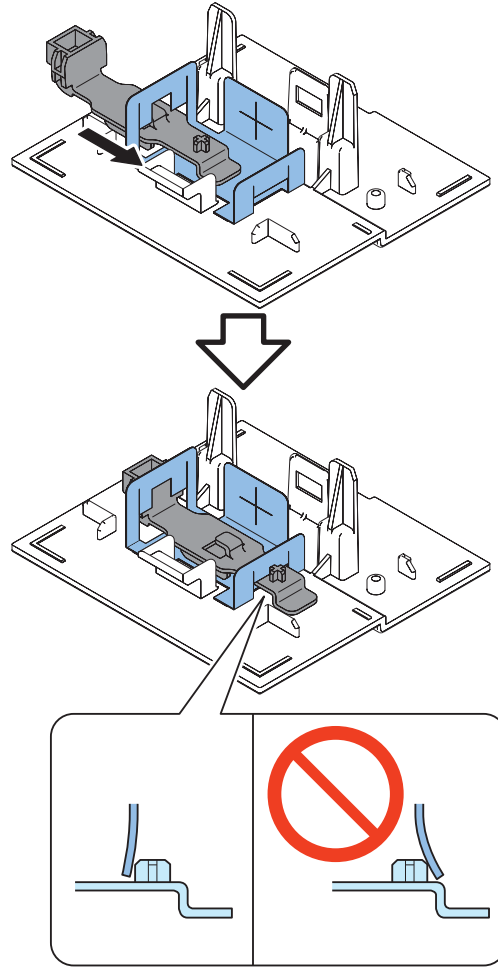
5.



6.

**NOTE:**

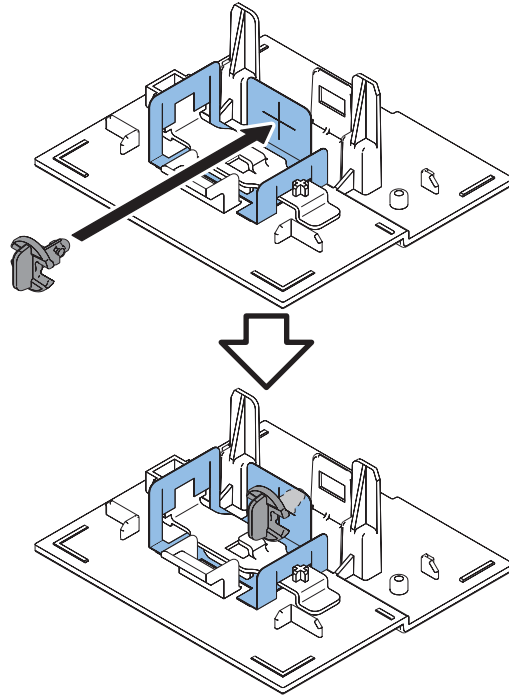
Store the Scanner System Fixation Member removed in step 2 in the Cover which was removed in the previous step.



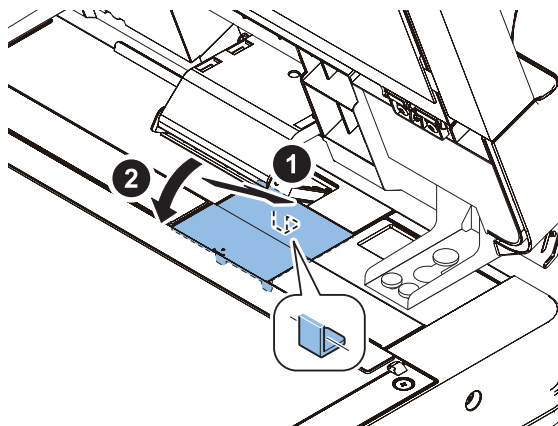
7.

**NOTE:**

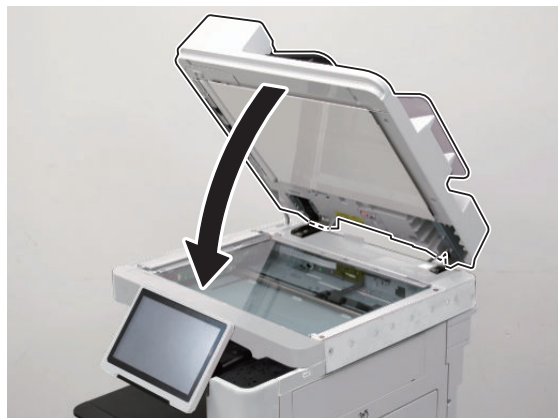
Store the Scanner System Fixation Member removed in step 3.



8.



9.



10. If the Cassette Pedestal is installed, turn the 3 adjusters of the Cassette Pedestal and fix.

11. If the Cassette Pedestal is installed, fix the coin screws for the host machine and 2-stage Cassette Pedestal without having loosening.

**CAUTION:**

- When tightening the coin screw, pay attention to the surrounding sheet metal and parts.
- When tightening a screw on the rear side, be sure not to drop it.
- Make sure that the coin screw is not loose when moving the host machine.



18. After turning the power ON, do the below action and make sure that no image failure occurs.

- Copy
- Print
- Image Position Adjustment



# Image Reading System Options

DADF-BA1.....	81
Single Pass DADF-C1.....	112
Platen Cover-Y3.....	155
Reader Heater Unit-Q1.....	159



## DADF-BA1

### Unpacking Procedure

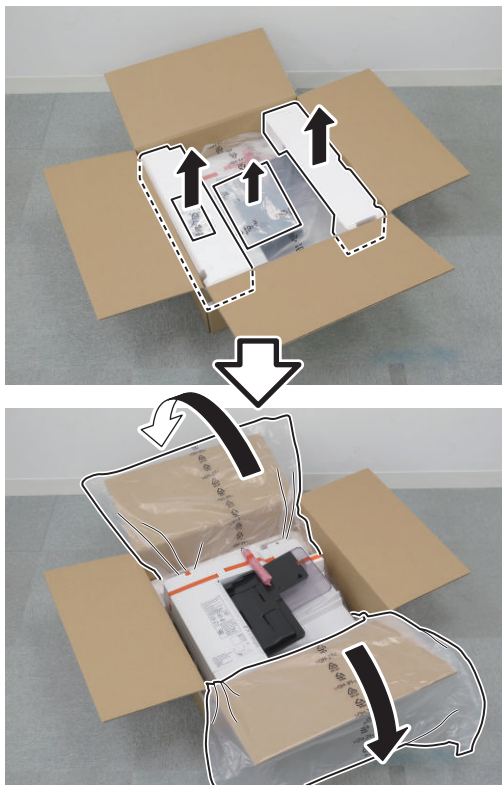
**NOTE:**

It is packaged with tapes and cushioning materials, etc. to protect it from vibrations and impact during transportation. Be sure to remove all packing materials according to the procedure before installing.

□

**1.****NOTE:**

The weight of ADF is approx. 8.2 kg.

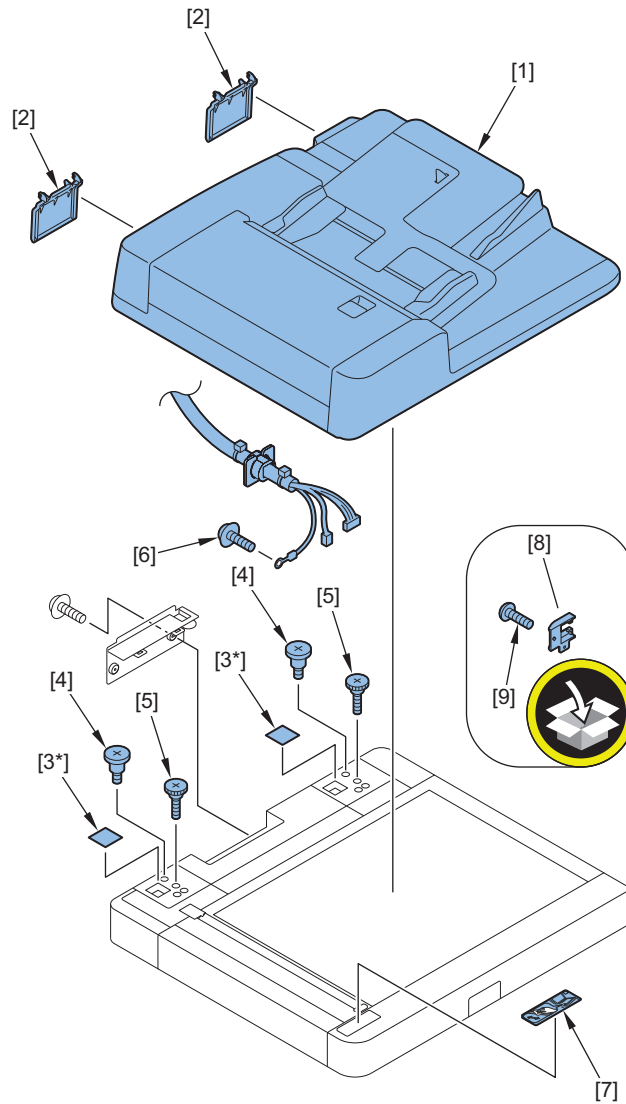


□  
2.**CAUTION:**

Because its balance may be lost when installing this equipment to the host machine, do not remove the tape or cushioning material of the harness, Feeder Cover and Document Pickup Tray when unpacking. Remove in step 12 of "Installing the ADF".



## Checking the Contents



No.	Parts name	Q'ty
[1]	ADF Host Machine	1 machine
[2]	Hinge Cover	2 pieces
[3*]	Blindfold Seal	2 pieces
[4]	Stepped Screw (Black); M5X6	2 Screws
[5]	Flat-head Screw; M4×10	2 Screws
[6]	TP(Round Tip); M3×8	1 Screw
[7]	Glass Cleaning Instruction Label	1 sheet
[8]	Cable Stopper (Not be used)	1 piece
[9]	P Tightening; M3x8 (Not be used)	2 Screws

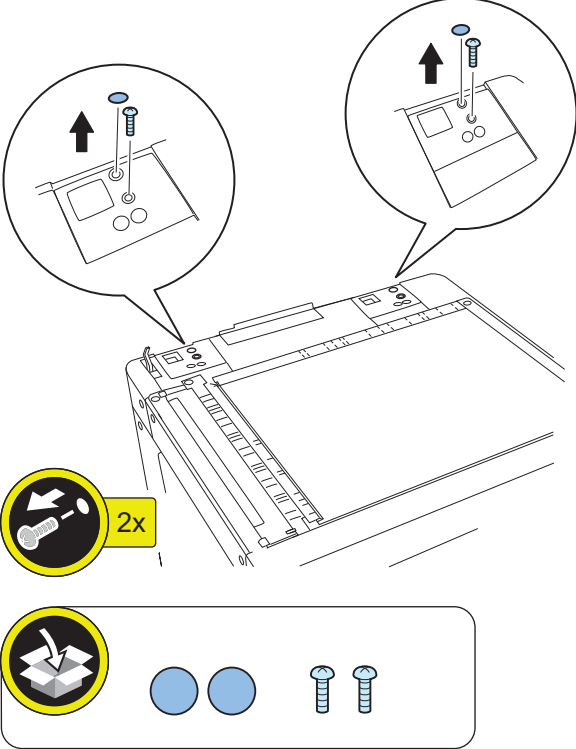
\* Use only when changing the copyboard cover to the ADF.

# Installation Procedure

## ■ Installing the ADF

□

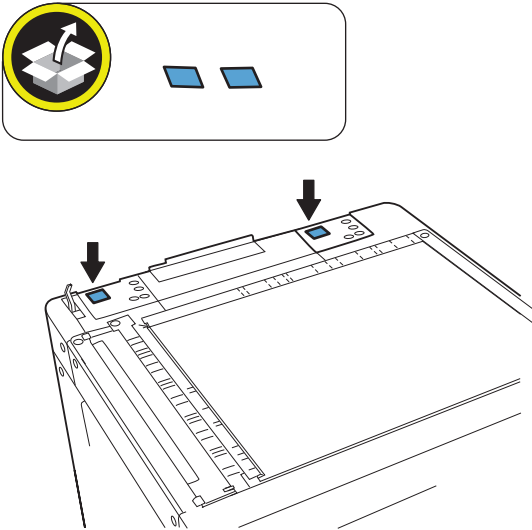
1.



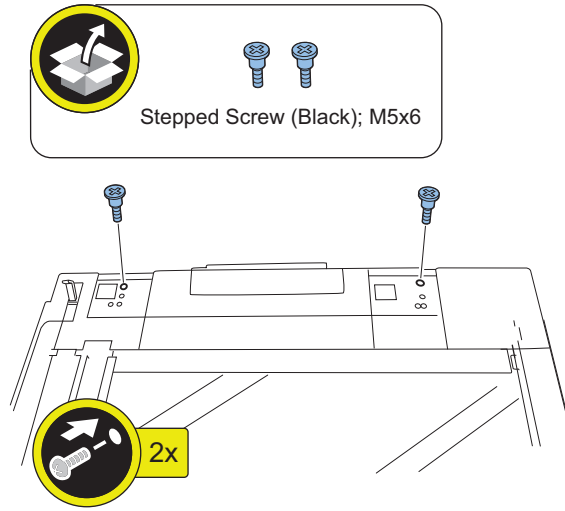
□

2.

**NOTE:**  
Only when changing the copyboard cover to the ADF.



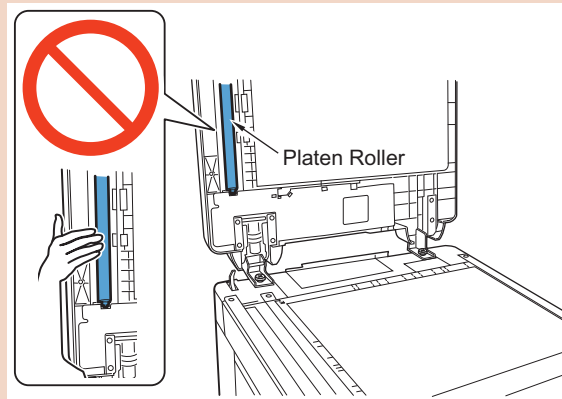
□  
**3.**



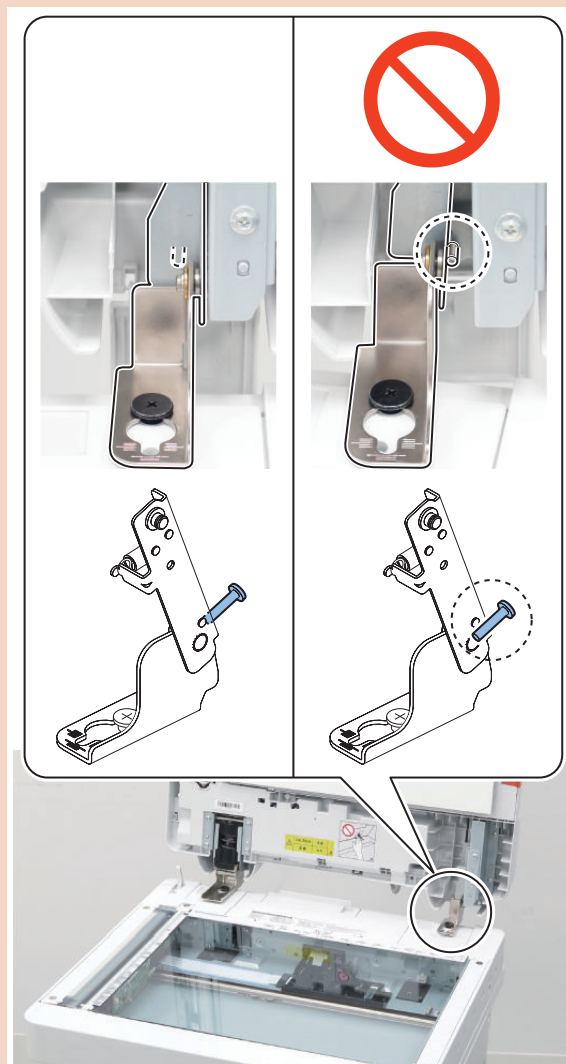
□  
4.

**CAUTION:**

- When holding the ADF, be sure not to touch the Platen Roller.

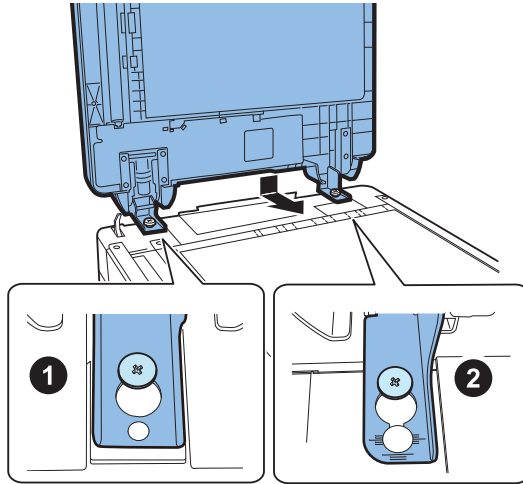


- When hooking the ADF's hinge onto the stepped screw, make sure the hinge of the ADF is not on the fixed screw.

**NOTE:**

Installing the ADF

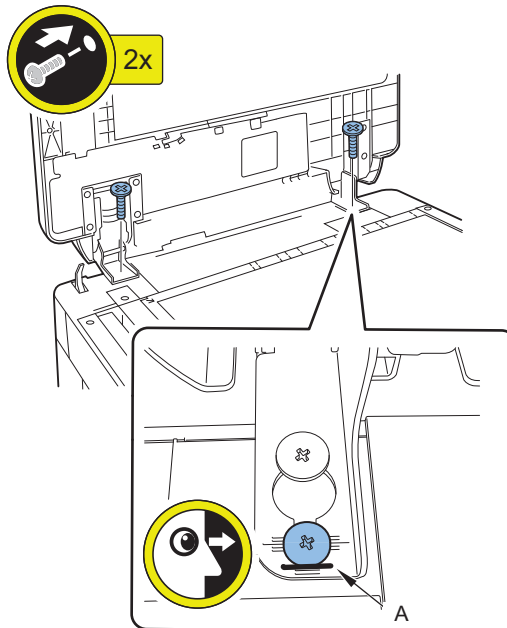
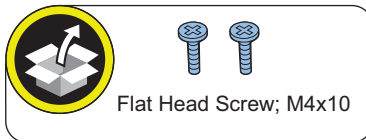
From the back of the host machine, slide forward after hooking the hinge with the step screw in the order shown in the figure below.



□  
5.

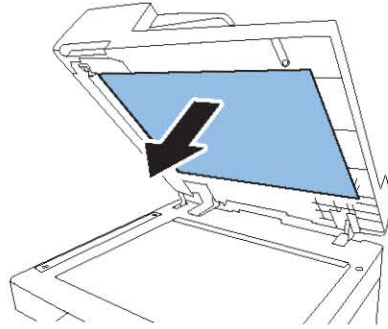
**NOTE:**

The right hinge part is fixed so that the end face of the screw is aligned with the scribing line (A).



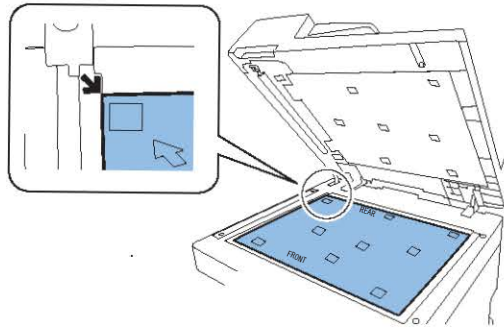
□

**6.**



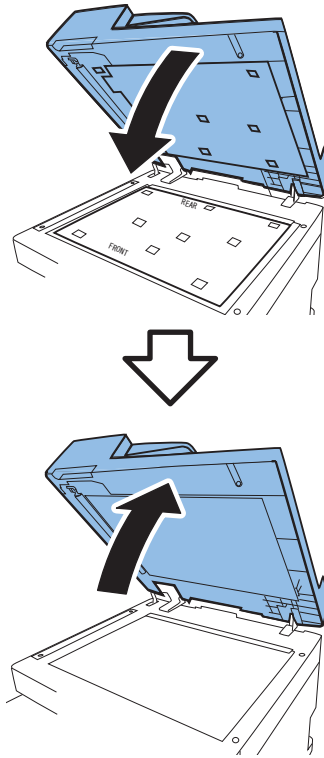
□

**7.**





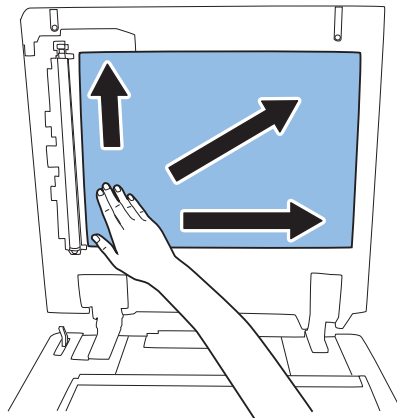
□  
8.



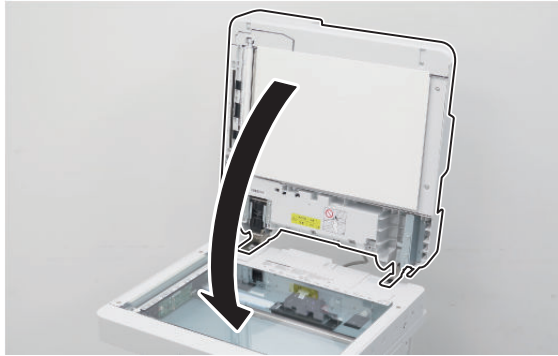
□  
9.

**CAUTION:**

If the White Plate is pressed from top to bottom, it is placed on the Index Sheet, so be sure to press it from bottom to top.



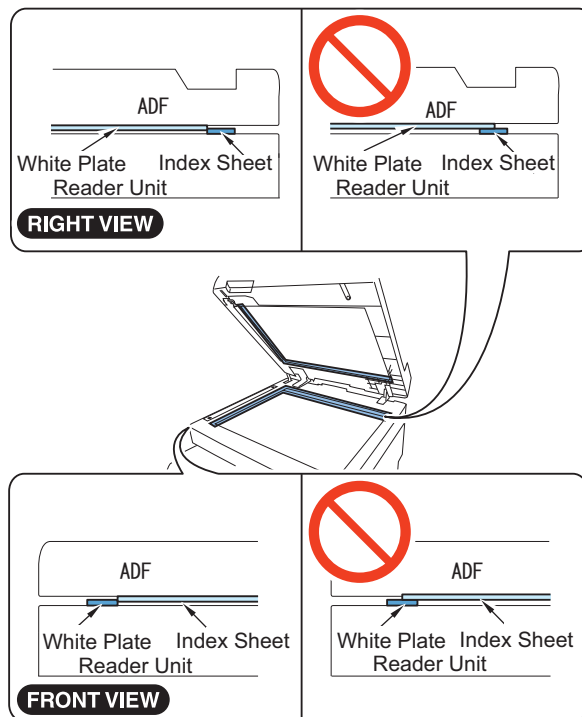
□  
10.



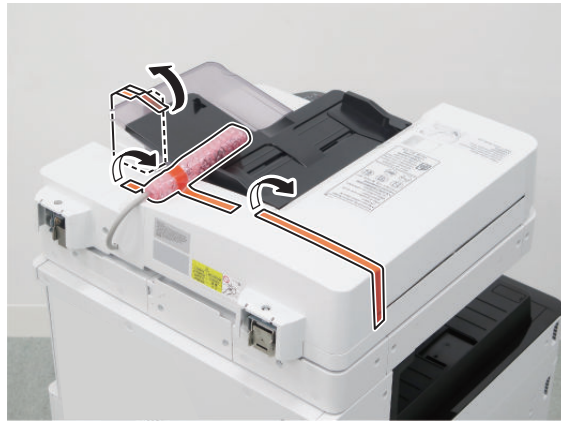
□  
11.

**CAUTION:**

- Check that the following parts are not lifted with this machine closed.
- Be sure that there is no gap between the White Plate and the Index Sheet. The gap between the White Plate and the Index Sheet must be 0.3 mm or less as a reference.

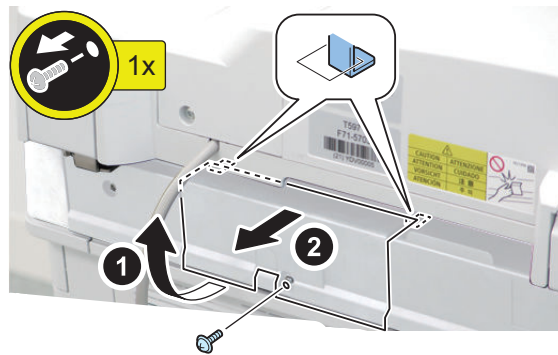


□  
**12.**

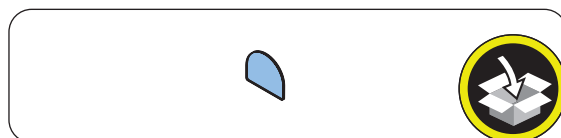
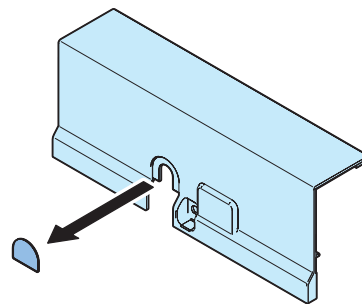


■ **Connecting Cable**

□  
**1.**

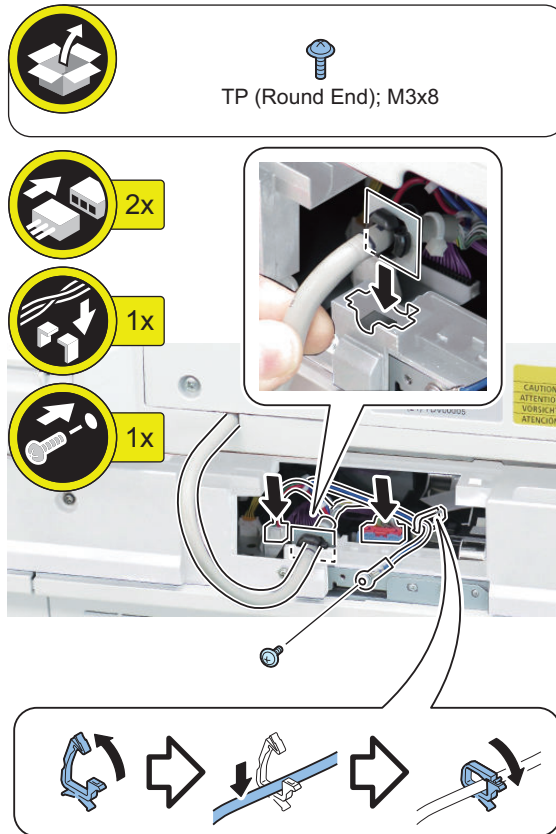
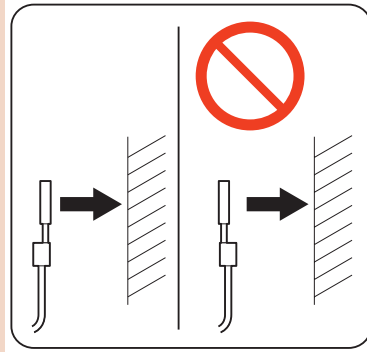


□  
**2.**

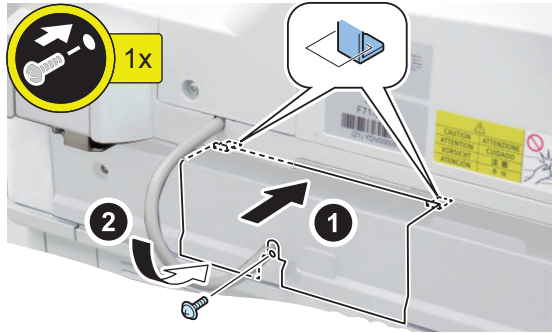


□  
3.

**CAUTION:**  
The Grounding Wire must be installed in the correct orientation.



□  
**4.**

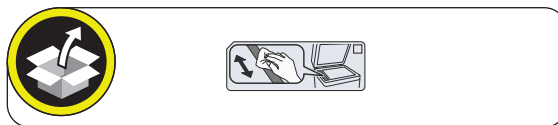


■ **Affixing the Label**

□  
**1.**



□  
**2.**



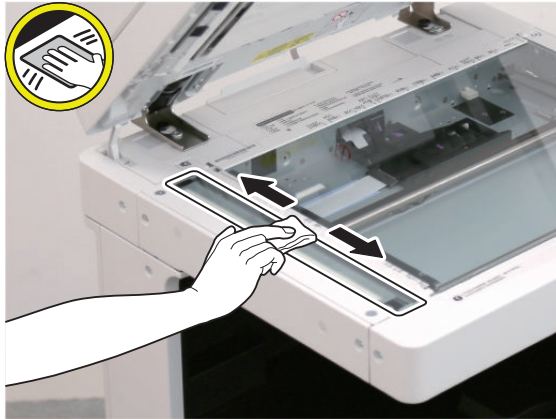
## ■ Cleaning of the Stream Reading Glass

□

1.

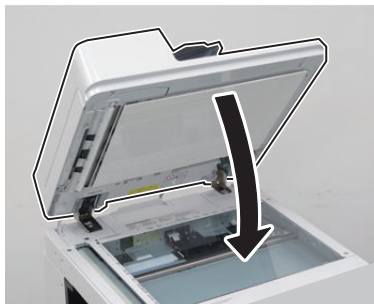
**NOTE:**

Clean the Stream Reading Glass with lint-free paper and etc.



□

2.



## ● Operation Check

□

1. Connect the power plug of the host machine to the outlet.

□

2. Turn ON the main power of the host machine.

□

3. Check the copy operation of the single-sided and double-sided document with the ADF.

## Adjustment

### ■ Overview of Adjustment

The ADF has the following adjustment items. The following is the order of adjustment.

No.	Adjustment Items
1	Adjusting the Height
2	Adjusting the Perpendicularity
3	Adjusting the Reading Position
4	Adjusting the Magnification (Sub Scanning Direction)
5	Adjusting the Image Position (Main Scanning Direction)
6	Adjusting the Image Position (Sub Scanning Direction)
7	Adjusting the White Level

### ■ Image Position Adjustment

#### CAUTION:

- By making an adjustment on the 1st side, the margin on the 2nd side is also changed.
- If the difference between the 1st and the 2nd sides is +/- 0.5 mm or less, do not adjust the 2nd side.
- The left/leading edge margin adjustment of the second side is a difference adjustment between the first side and the second side.

<Reference: Standard value>

Leading edge: 4.0+1.5/-1.0 mm (front side, back side)

Left edge: 2.5+/-1.5 mm (front side)/2.5+/-2.0 mm (back side)

1. After setting the following service mode, press the Start key and output a test print (2-sided print) from each of the paper sources.

- COPIER > TEST > PG >  
TYPE = 5  
COLOR-K = 1  
COLOR-Y = 0  
COLOR-M = 0  
COLOR-C = 0  
2-SIDE = 1  
PG-PICK = each paper source

#### CAUTION:

At 2-sided printing, paper is output with the 1st side facing up and 2nd side facing down.

When checking the leading edge margin on the 1st side, check the up side of paper, and check the margin on the rear side with respect to the feed direction.

#### CAUTION:

When it is out of the specified range, perform adjustment of each cassette in the following order.

Order	Cassette 1	Cassette 2	Cassette 3/4
1	Software adjustment	Software adjustment	Hardware adjustment
2	-	Hardware adjustment	Software adjustment

\*: Hardware adjustment is not performed for Cassette 1.

## ■ Adjusting the Height

**NOTE:**

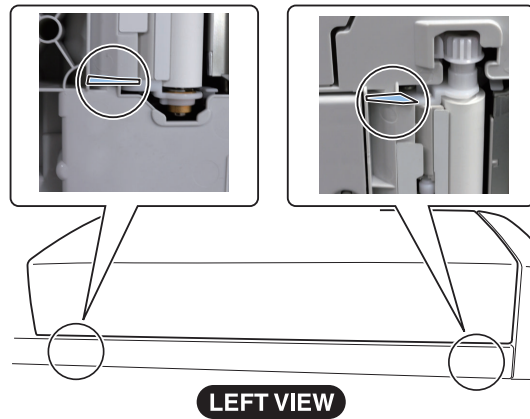
Check following the procedure below and proceed to adjustment if necessary.

### ● Check the Left Hinge Height

#### When Visual Check



1. Close the ADF and check whether the front and rear Stream Reading glass spacers are in close contact with the Stream Reading glass.

**NOTE:**

If visual check is difficult, perform the check with reference to "When Check with the Paper".



## When Check with the Paper



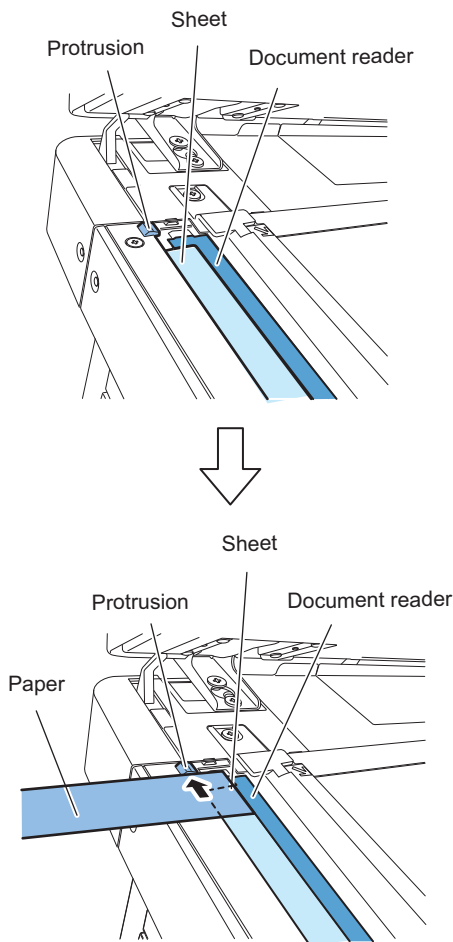
### 1. Check the rear-left height of the ADF.

Cut a sheet of paper to make a paper slip with width of 45mm. Set paper against the protrusion in such a manner that the sheet is nearly hidden, and then close the ADF.

#### CAUTION:

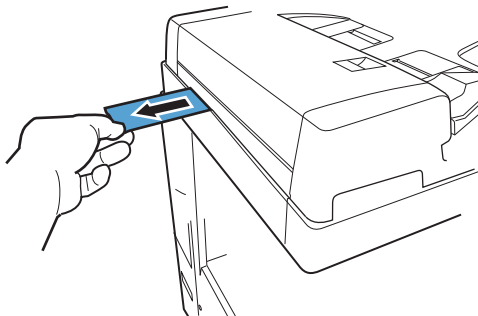
Use plain paper.

Set paper so that it does not reach the document reader.



### 2. Pull out the set paper.

Pull out the paper in the direction of the arrow to check that slight resistance is felt.



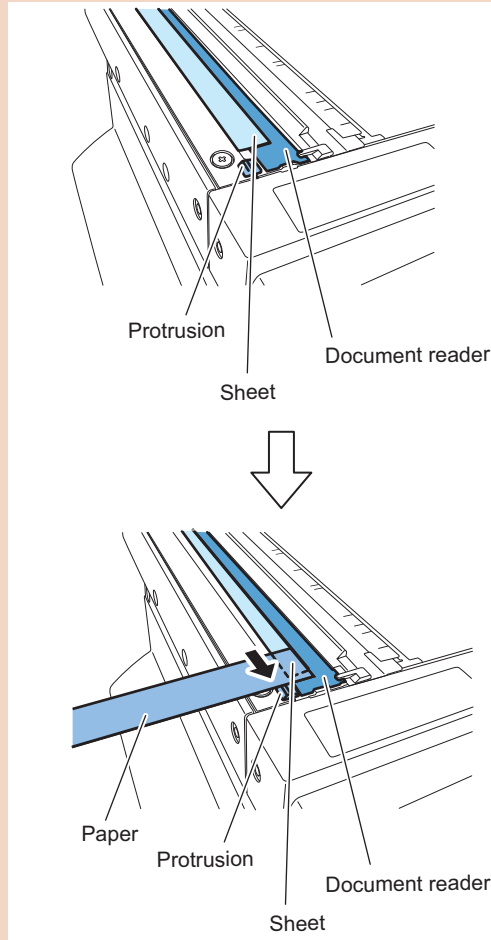


### 3. Check the front-left height of the ADF.

Set paper against the protrusion in such a manner that the sheet is nearly hidden, and then close the ADF.

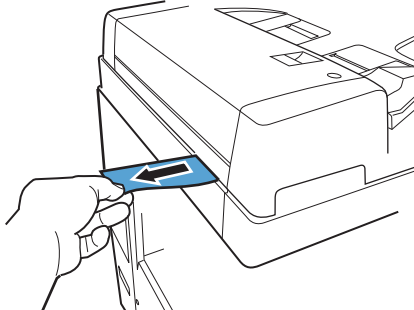
#### CAUTION:

Set paper so that it does not reach the document reader.



### 4. Pull out the set paper.

Pull out the paper in the direction of the arrow to check that slight resistance is felt.



### • Check the Right Hinge Height



1. Be sure that the white board is in close contact with the front and rear copyboard glass when the ADF is closed.

## Order of Adjustment

When the front or rear side is floating:

1. Adjust the Left Hinge Height.
2. Adjust the Right Hinge Height.
3. Check the Left Hinge Height.

(Check the height of the Left Hinge. If the height is inappropriate, adjust it again.)

When both sides are floating:

1. Adjust the Left Hinge Height.
2. Adjust the Right Hinge Height.
3. Adjust the Left Hinge Height.
4. Check the Right Hinge Height.

(Check the height of the Right Hinge. If the height is inappropriate, adjust it again.)

### NOTE:

Before adjusting the hinge height, if the hinge covers are attached, remove the hinge covers. After the adjustment, attach the hinge covers.



## • Adjusting the Left Hinge Height

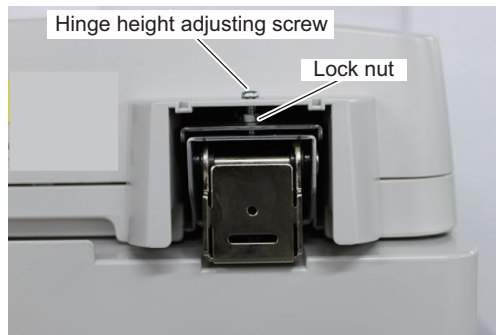


### 1. Adjust the height with the left hinge height adjusting screw.

#### CAUTION:

Loosen the lock nut before adjustment, and tighten it after adjustment.

- If the front spacer is floating, turn the adjusting screw clockwise to bring the front spacer closer to the glass.
- If only the rear spacer or both front and rear spacers are floating, turn the adjusting screw counterclockwise to bring the rear spacer closer to the glass.



## • Adjusting the Right Hinge Height

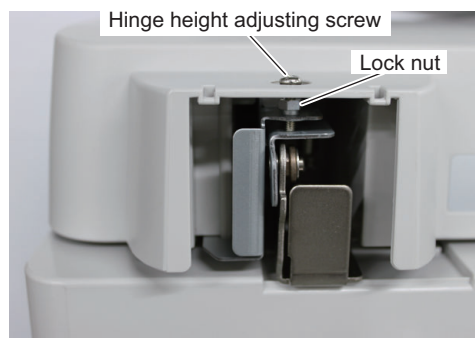


### 1. Adjust the height with the right hinge height adjusting screw.

#### CAUTION:

Loosen the lock nut before adjustment, and tighten it after adjustment.

- Turning the adjusting screw clockwise raises the right side height of the ADF.
- Turning the adjusting screw counterclockwise lowers the right side height of the ADF.



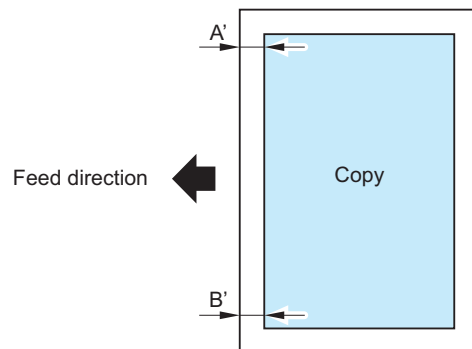
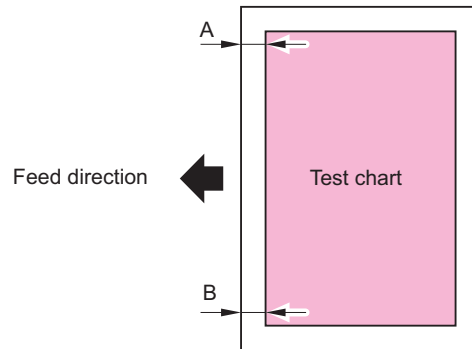
## ■ Adjusting the Perpendicularity



### 1. Copy the test chart with the ADF.

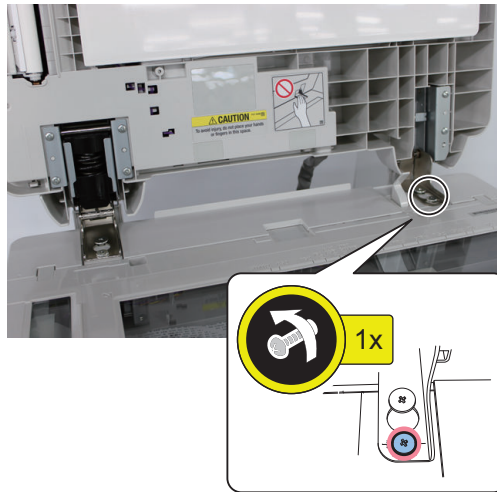
**2. Check the perpendicularity at the leading edges of the test chart and copy.**

Measure dimensions A and B on the test chart and dimensions A' and B' on the copy. If (A-B) is not same as (A'-B'), go step 3 and following steps.

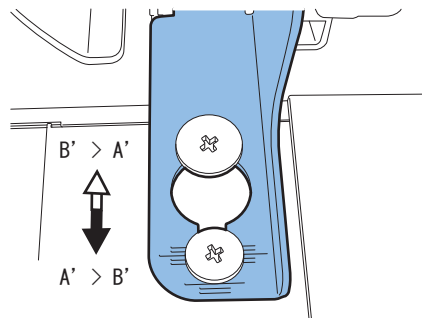




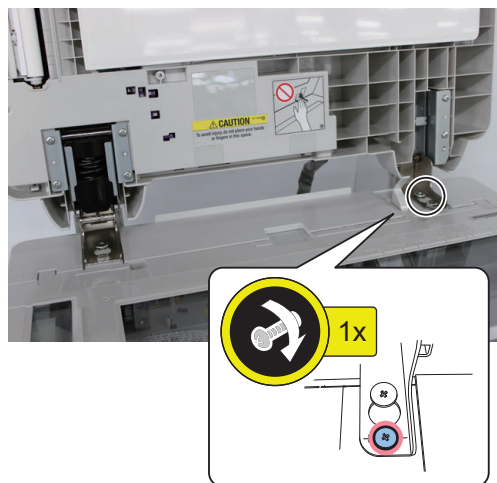
3. Loosen the screw securing the right hinge, and slide the hinge to the front or rear with reference to the marking-off line to adjust the perpendicularity.



- For  $B' > A'$   
Slide the hinge to rear side.
- For  $A' > B'$   
Slide the hinge to front side.

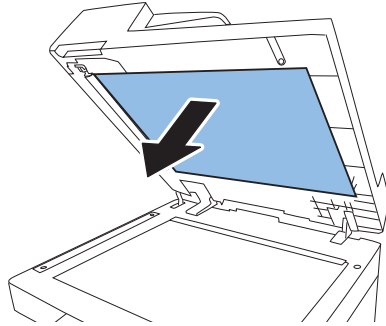


4. Tighten the fixing screw loosened in step 3.

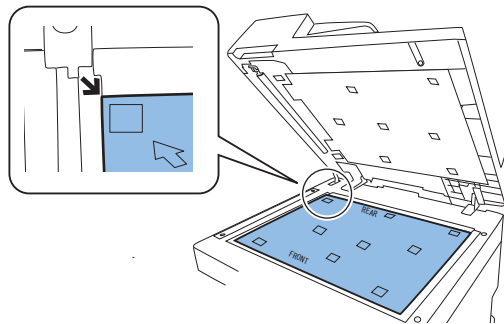




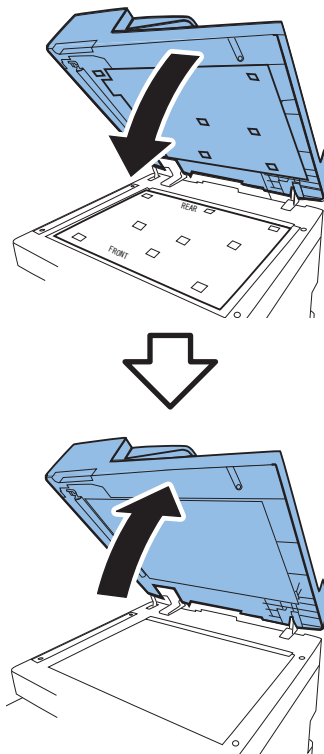
5. Remove the White Plate.



6. Place the White Plate on the Copyboard Glass by aligning it with the Index Sheet.



7. Close the ADF, and then open it again.

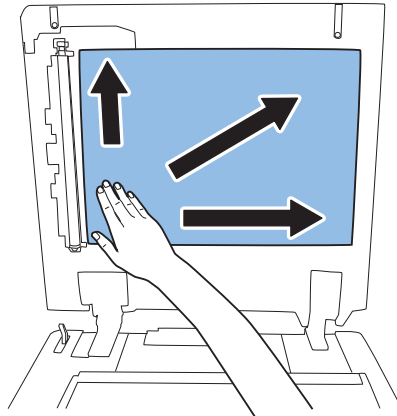




8. Press the White Plate upward as shown in the figure below.

**CAUTION:**

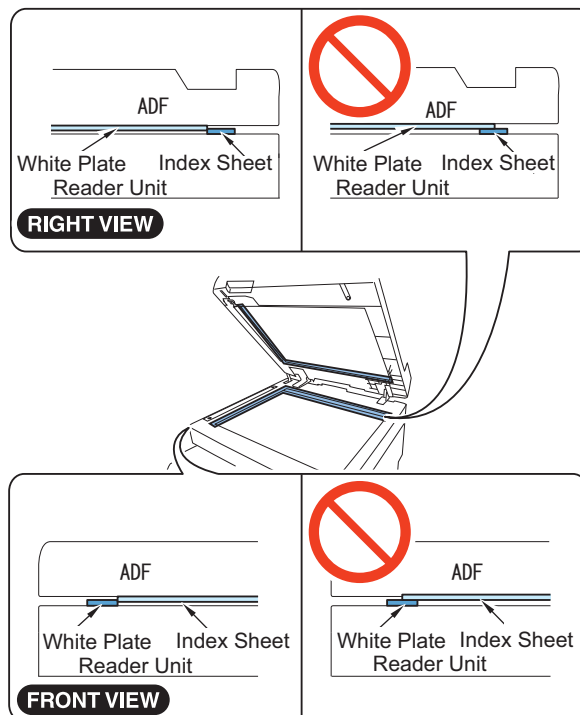
If the White Plate is pressed downward, it is placed on the Index Sheet, so be sure to press it upward.



9. With the ADF closed, check that the White Plate is not placed on the Index Sheet as shown in the figures.

**CAUTION:**

Be sure that there is no gap between the White Plate and the Index Sheet. As a guide, it should be 0.3 mm or less.



## ■ Adjusting the Reading Position



1. Execute the following item in the service mode.

COPIER > FUNCTION > INSTALL > STRD-POS



**2. Press [OK] or [Yes].**

The scanner to start a scan; in several seconds, the ADF will end auto adjustment of the reading position.

**3. Select the following item in the service mode to check the value, and write down the new adjustment value on the service label.**

COPIER > ADJUST > ADJ-XY > STRD-POS

**NOTE:**

The service label is affixed to the back of the host machine front cover or reader front cover.

**CAUTION:**

If the ADF fails auto adjustment and indicates [NG], go through the following:

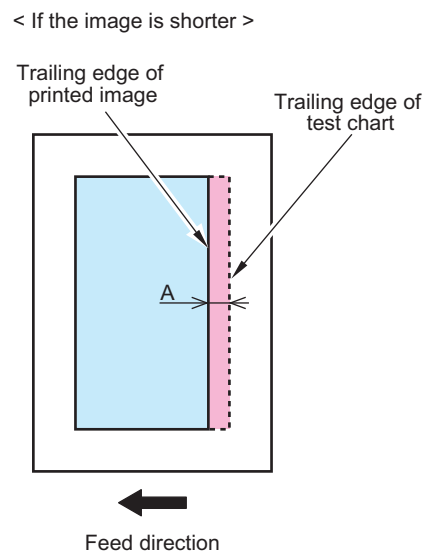
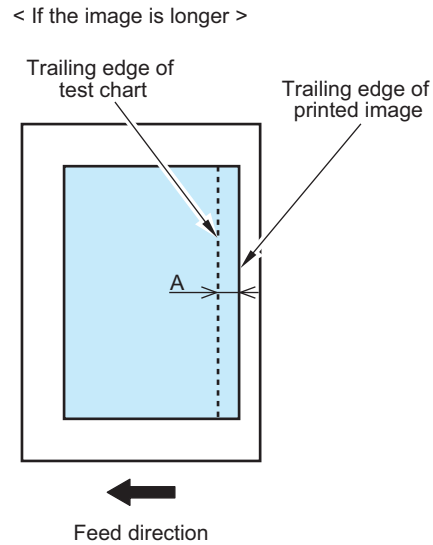
1. Clean the platen roller of the ADF and the Stream Reading Glass of the host machine, and then execute the above auto adjustment again.
2. If the auto adjustment operation still fails, make the manual adjustment with the following service mode.  
COPIER > ADJUST > ADJ-XY > STRD-POS  
Change the setting, and adjust on the best setting checking the output copy image.
3. When the setting value was changed in step 2, write down the new numerical value in the service label.

**■ Adjusting the Magnification (Sub Scanning Direction)****1. Copy the test chart with the ADF.****2. Compare the image length in feed direction between the copy and the test chart. As necessary, make the following adjustment.****● Adjustment Procedure****1. Select the following item in the service mode.**

FEEDER > ADJUST > LA-SPEED

**2. Change the value as gap A in the figure.**

- If the printed image is longer: Increase the value. (The image shrinks in the feed direction.)
  - If the printed image is shorter: Decrease the value. (The image extends in the feed direction.)
- Setting Value; 1=0.1%

**3. When the setting value was changed in step 2, write down the new numerical value in the service label.****NOTE:**

The service label is affixed to the back of the host machine front cover or reader front cover.

**■ Adjusting the Image Position (Main Scanning Direction)****1. Copy the test chart with the ADF.**

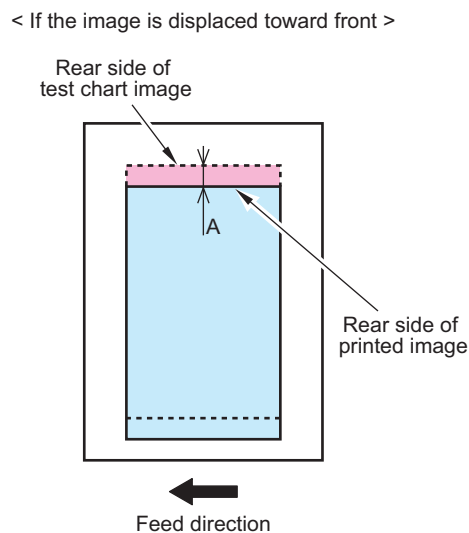
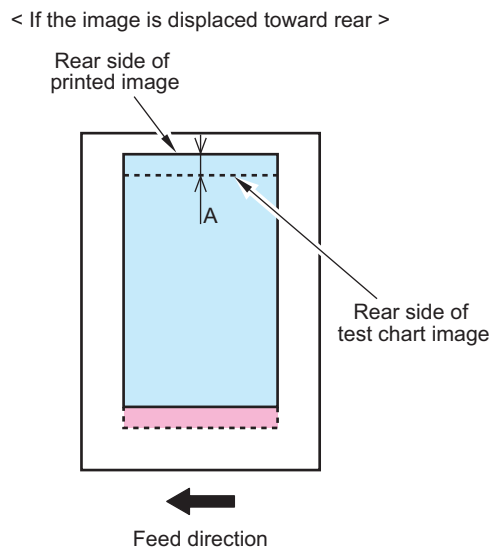
2. Compare the horizontal registration between the copy and the test chart. As necessary, make the following adjustment.

• **Adjustment Procedure**

1. Select the following item in the service mode.  
COPIER > ADJUST > ADJ-XY > ADJ-Y-DF

2. Change the value as gap A in the figure.

- If the image is displaced to the rear: Increase the value. (The image shifts to the front.)
  - If the image is displaced to the front: Decrease the value. (The image shifts to the rear.)
- Setting Value; 1=0.1mm





3. When the setting value was changed in step 2, write down the new numerical value in the service label.

**NOTE:**

The service label is affixed to the back of the host machine front cover or reader front cover.

## ■ Adjusting the Image Position (Sub Scanning Direction)



1. Copy the test chart with the ADF.



2. Compare the leading edge registration between the copy and the test chart. As necessary, make the following adjustment.

### ● Adjustment Procedure



1. Select the following item in the service mode.

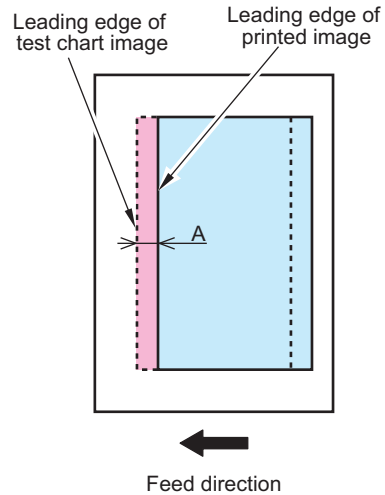
FEEDER > ADJUST > DOCST



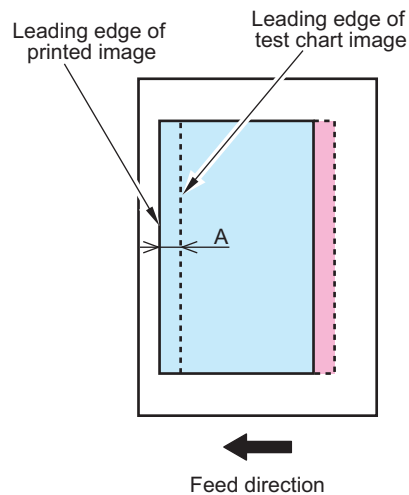
**2. Change the value as gap A in the figure.**

- If the image is displaced to the trailing edge: Increase the value. (The image shifts to the leading edge.)
  - If the image is displaced to the leading edge: Decrease the value. (The image shifts to the trailing edge.)
- Setting Value; 1=0.1mm

< If the image is displaced toward trailing edge >



< If the image is displaced toward leading edge >



**3. When the setting value was changed in step 2, write down the new numerical value in the service label.**

**NOTE:**

The service label is affixed to the back of the host machine front cover or reader front cover.

## ■ Adjusting the White Level

### CAUTION:

This is a item of adjustment in which the white level of images made in stream reading mode are matched with the white level of images made in book mode. If this adjustment is skipped, the following will likely occur:

- Inappropriate reproduction of background density in images made in stream reading mode.
- Wrong speck detection in stream reading mode.



1. **Place the white copy paper which the user usually uses on the copyboard glass. Execute the following item in the service mode.**

COPIER > FUNCTION > CCD > DF-WLVL1



2. **Press [OK] or [Yes].**

Automatic adjustment starts.



3. **Remove the paper from the copyboard glass and place it onto the ADF. Execute the following item in the service mode.**

COPIER > FUNCTION > CCD > DF-WLVL2



4. **Press [OK] or [Yes].**

Automatic adjustment starts (duplex stream reading).



5. **Place the white copy paper which the user usually uses on the copyboard glass. Execute the following item in the service mode.**

COPIER > FUNCTION > CCD > DF-WLVL3



6. **Press [OK] or [Yes].**

Automatic adjustment starts.



7. **Remove the paper from the copyboard glass and place it onto the ADF. Execute the following item in the service mode.**

COPIER > FUNCTION > CCD > DF-WLVL4



8. **Press [OK] or [Yes].**

Automatic adjustment starts (duplex stream reading).



9. **If adjustment fails, perform steps 1 to 8 again.**



10. Select the following item in the service mode to check the value, and write down the new adjustment value on the service label.

COPIER > ADJUST > CCD > DFTAR-R

COPIER > ADJUST > CCD > DFTAR-G

COPIER > ADJUST > CCD > DFTAR-B

COPIER > ADJUST > CCD > DFTAR-BW

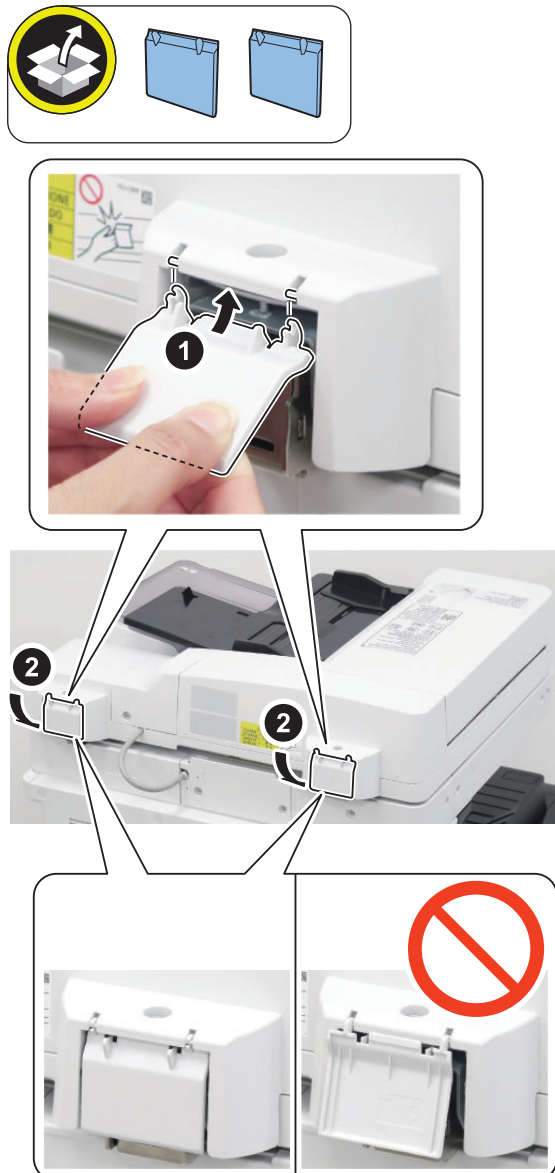
**NOTE:**

The service label is affixed to the back of the host machine front cover or reader front cover.

## ■ Installing Hinge Covers



1.



## Single Pass DADF-C1

### ● Checking before Installation

#### ■ Product Name

Safety regulations require the product's name to be registered. In some regions where this product is sold, the following name may be registered instead.

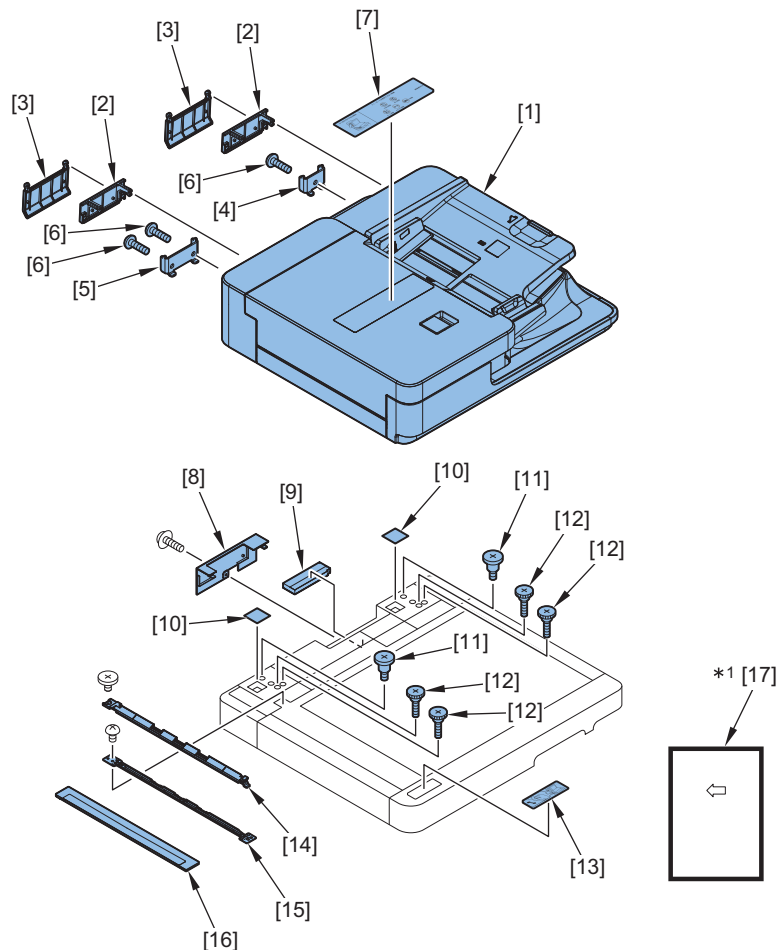
- F713500

#### ■ Unpacking

##### CAUTION:

- The weight of this equipment is approx. 15 kg.
- Do not place the machine directly on the floor. This may damage or soil the White Plate and affect the image quality. Do not remove from the box until removing all tapes and placing on the host machine without removing the box.

### ● Checking the included parts



##### CAUTION:

\*1 Store for use during adjustment.

No.	Parts name	Q'ty
[1]	ADF Host Machine	1
[2]	Hinge Cover 1	2 pcs



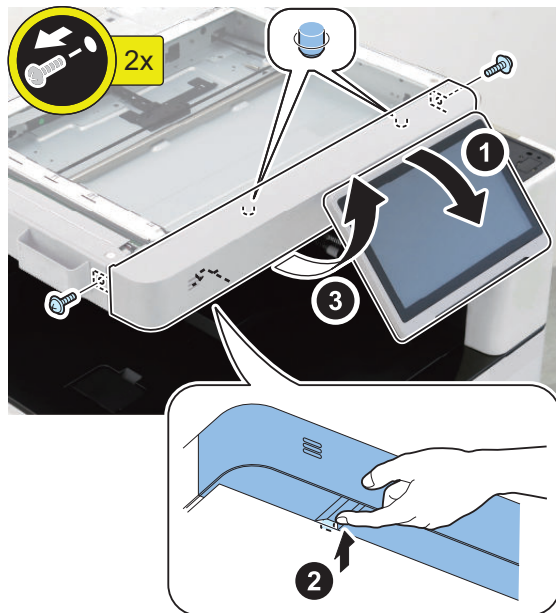
No.	Parts name	Q'ty
[3]	Hinge Cover 2	2 pcs
[4]	Hinge Stopper (Right)	1 piece
[5]	Hinge Stopper (Left)	1 piece
[6]	Round Tip Bind M4X8	3 shafts
[7]	Black string cleaning label for prohibited documents (For Japan)	1 sheet
[8]	Remove the Maintenance Cover	1 piece
[9]	Reader Back Cover Sponge	1 piece
[10]	Blindfold Seal	2 sheets
[11]	Stepped Screw M5X13.4	2 screws
[12]	Flat-head Screw	4 screws
[13]	Glass Cleaning Instruction Label	1 sheet
[14]	Jump Guide	1 piece
[15]	Jump Guide Flame	1 piece
[16]	Stream Reading Glass	1 piece
[17]	Adjustment Chart	1 sheet

## ● Installation Procedure

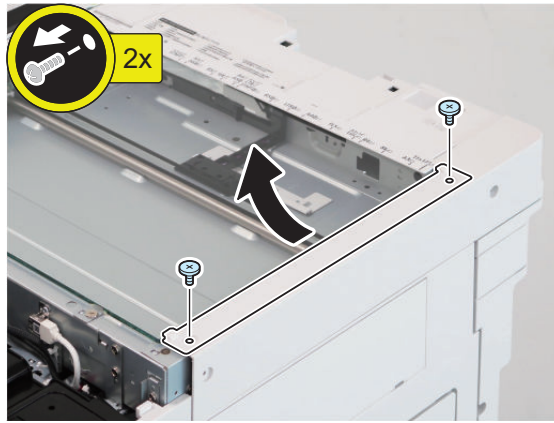
### ■ Installing the Equipment

□

1.

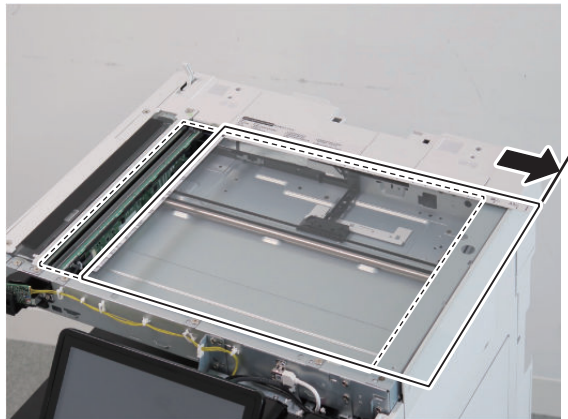


□  
**2.**

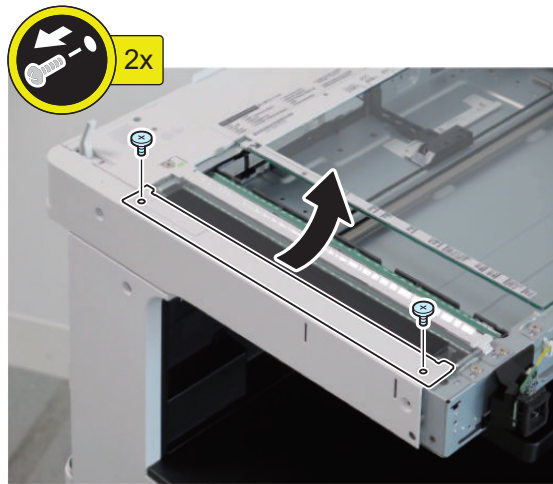


**NOTE:**  
The removed parts will be used in step 14.

□  
**3.**

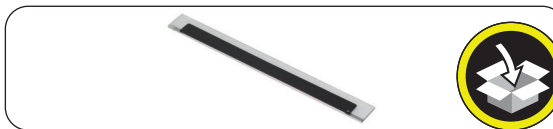


□  
4.

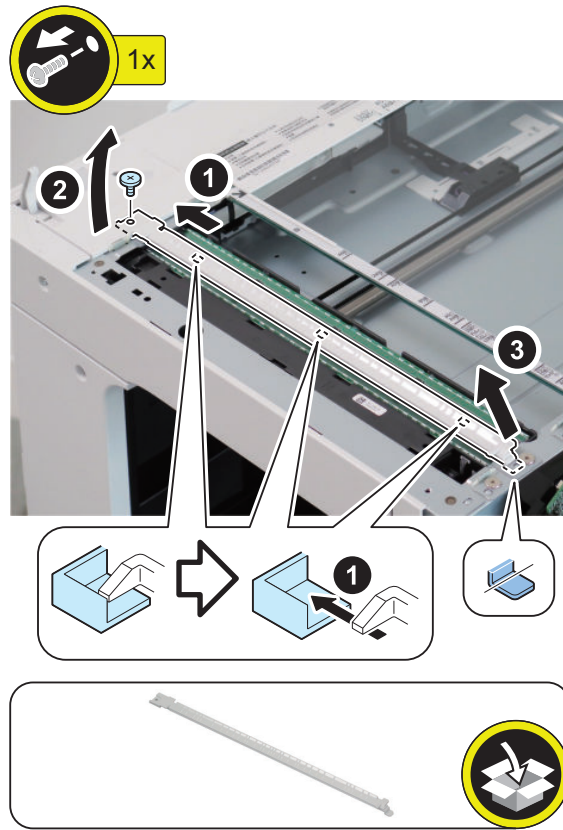


**NOTE:**  
The removed parts will be used in step 11.

□  
5.

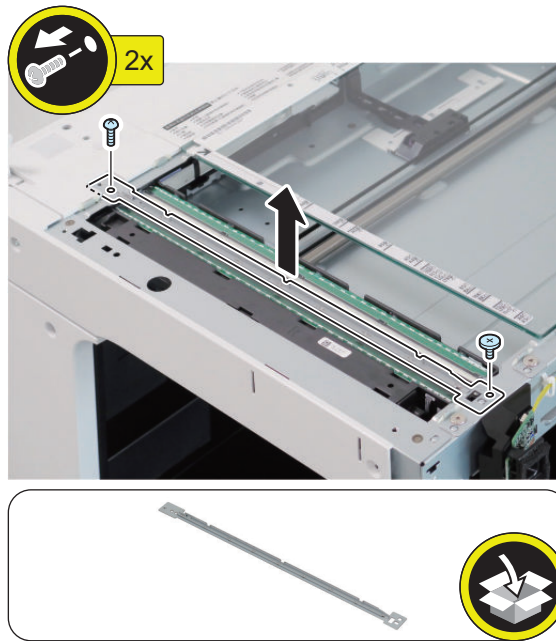


□  
6.



**NOTE:**  
The removed screws will be used in step 12.

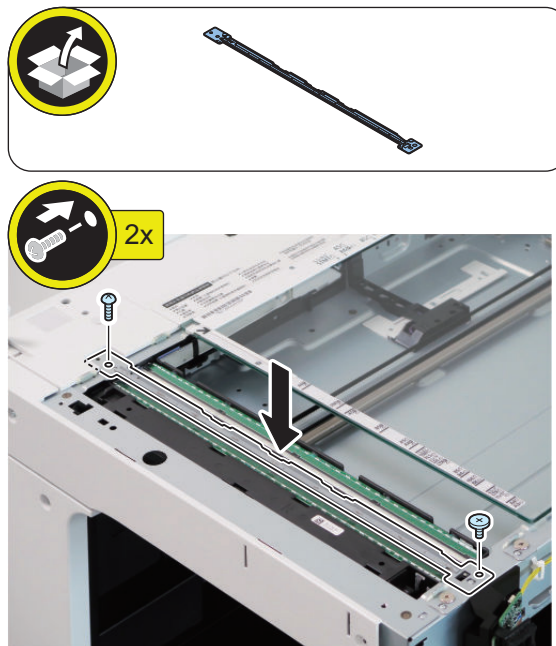
□  
7.



**NOTE:**  
The removed screws will be used in a later step.

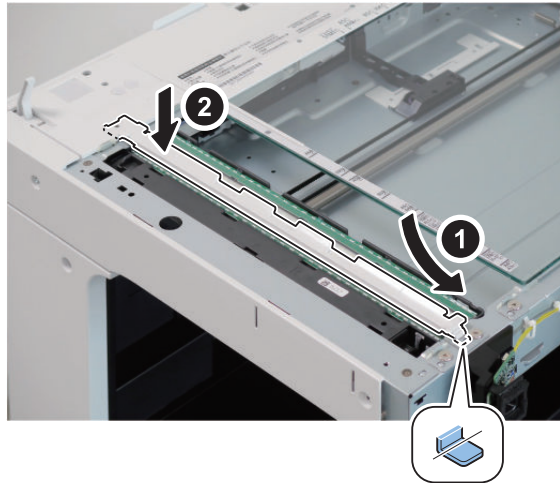
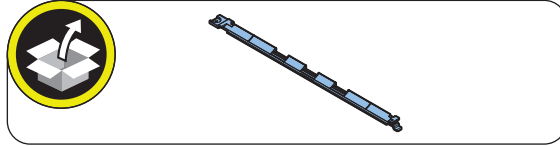
□  
8.

**NOTE:**  
Use the screws removed in the previous step.



□  
**9.**

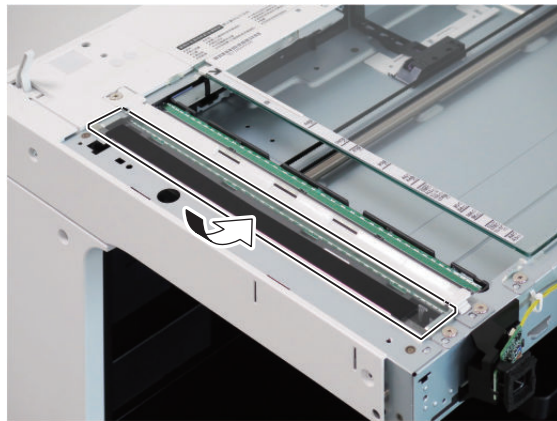
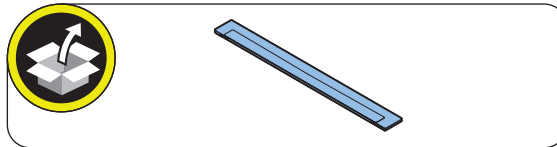
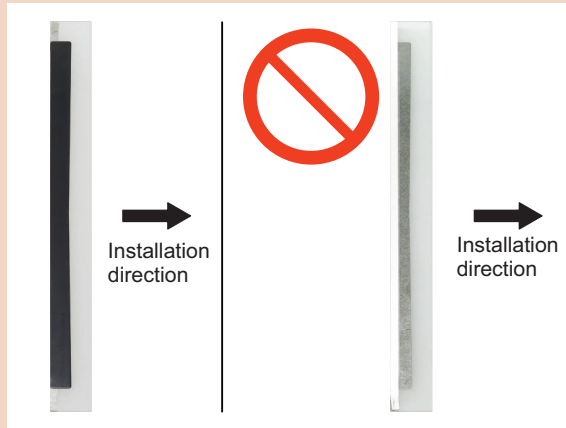
**CAUTION:**  
Install the screws in step 12.



□  
10.

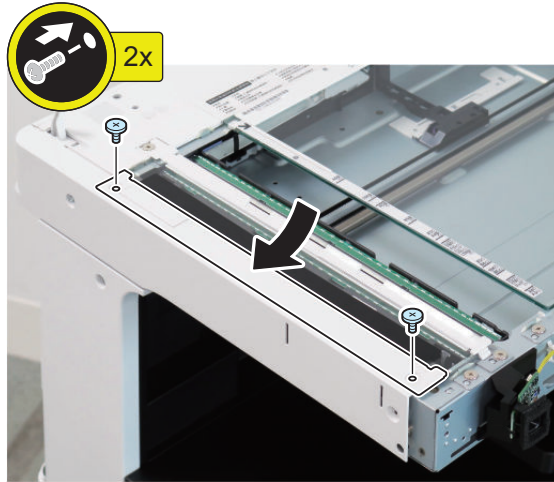
**CAUTION:**

- Be sure to hold the side surfaces of the Stream Reading Glass.
- Be sure to install the Stream Reading Glass in the correct direction.



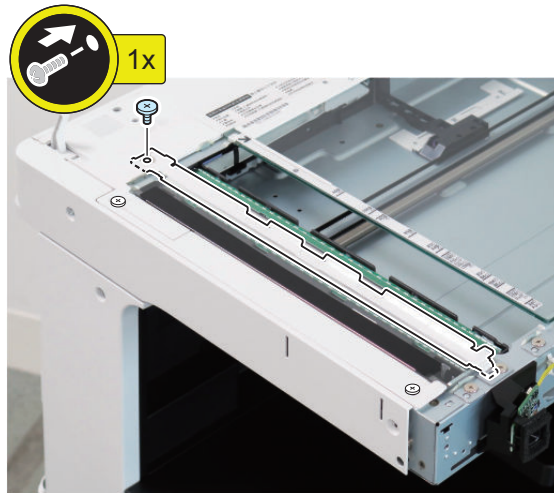
□  
11.

**NOTE:**  
Use the parts removed in the step 4.



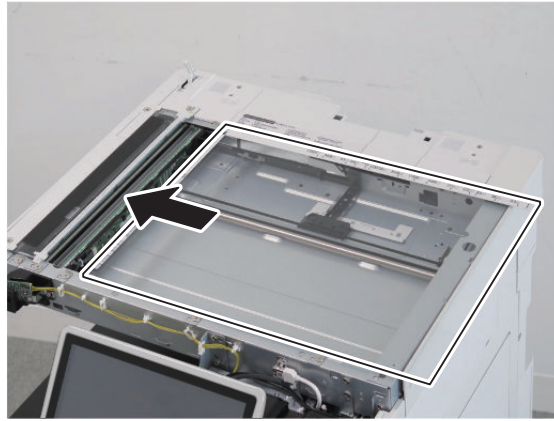
□  
12.

**NOTE:**  
Use the screw removed in step 6.



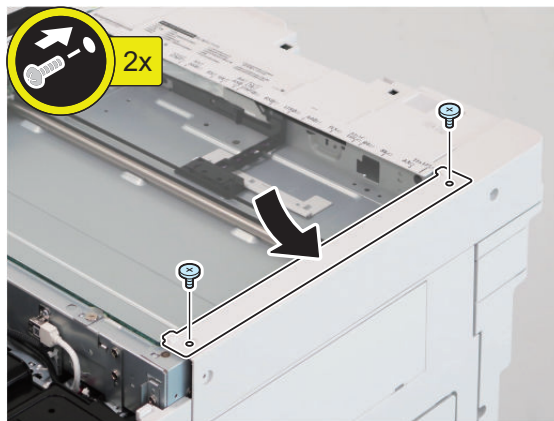


□  
13.

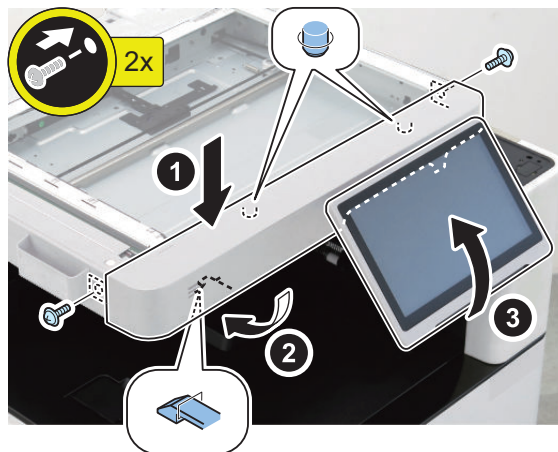


□  
14.

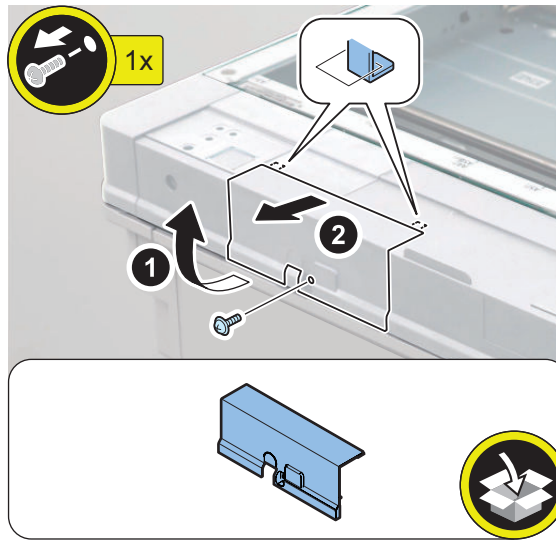
**NOTE:**  
Use the parts removed in the step 2.



□  
15.



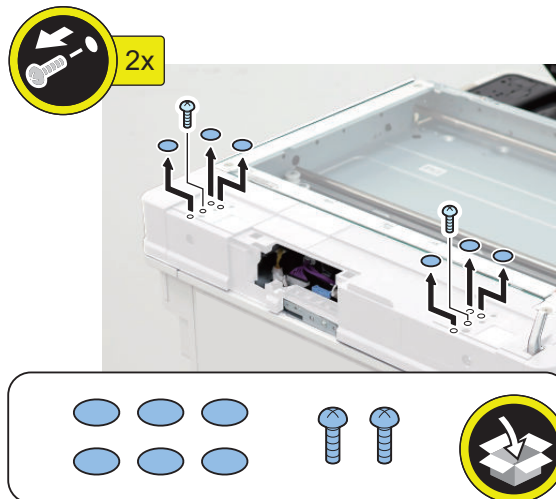
□  
16.



**NOTE:**  
The removed screw will be used in step 4 of "Connecting the Cable".

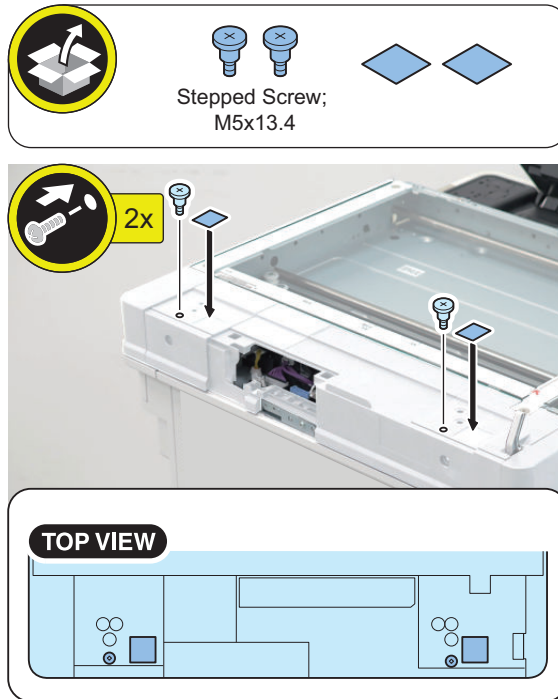
□  
17.

**NOTE:**  
Implement only when there is a blindfold seal.

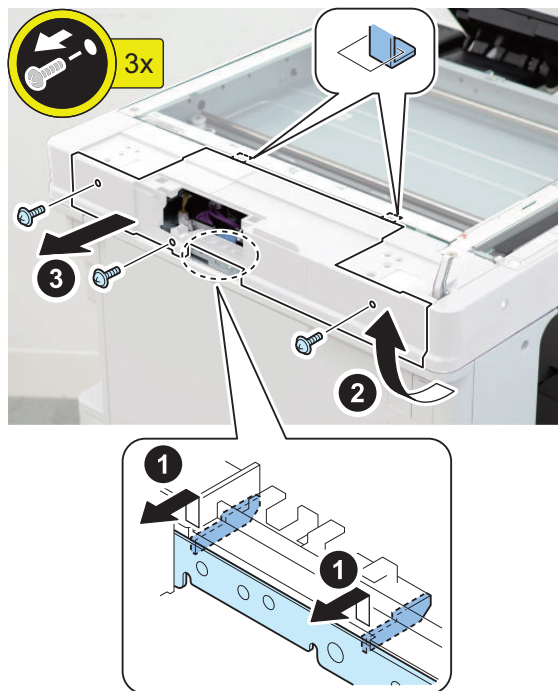


□  
18.

**NOTE:**  
Implement only when there is not a blindfold seal.

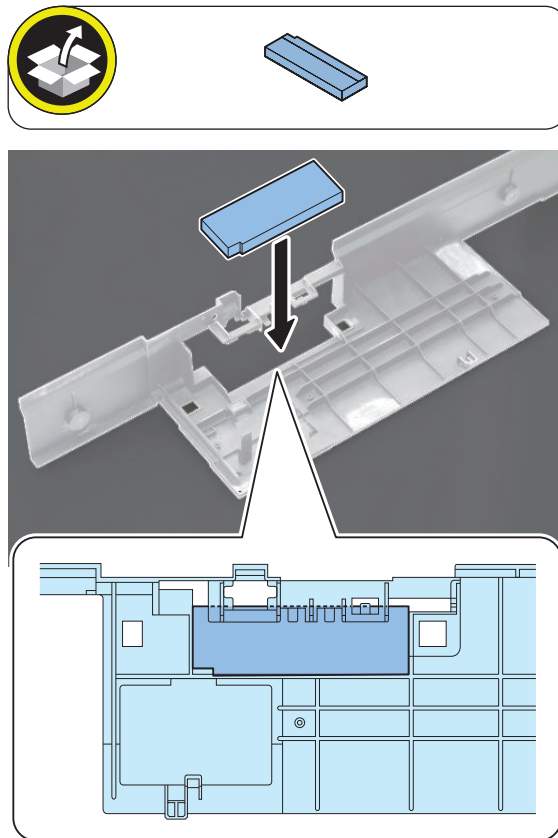


□  
19.



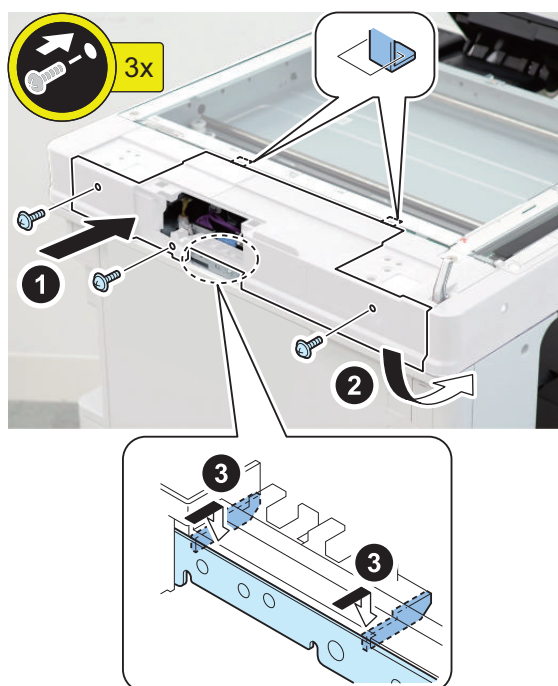
**NOTE:**  
The removed screws will be used in step 21.

□  
20.



□  
21.

**NOTE:**  
Use the screw removed in step 19.

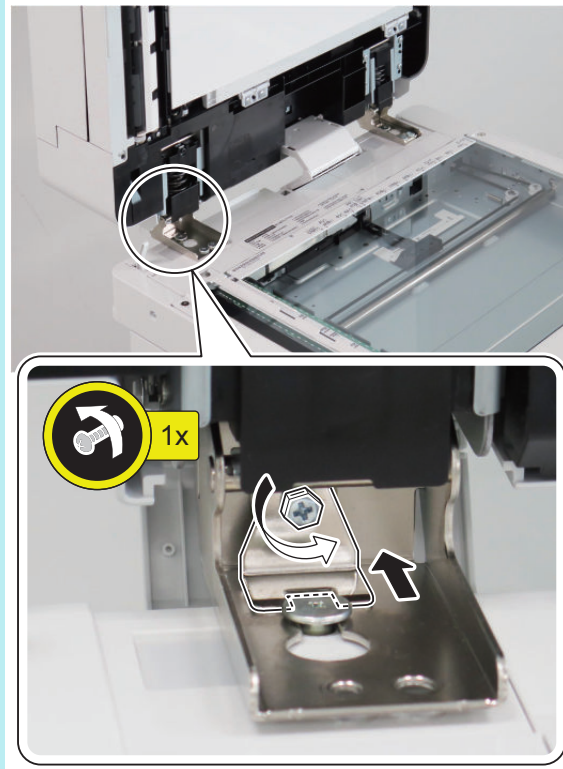


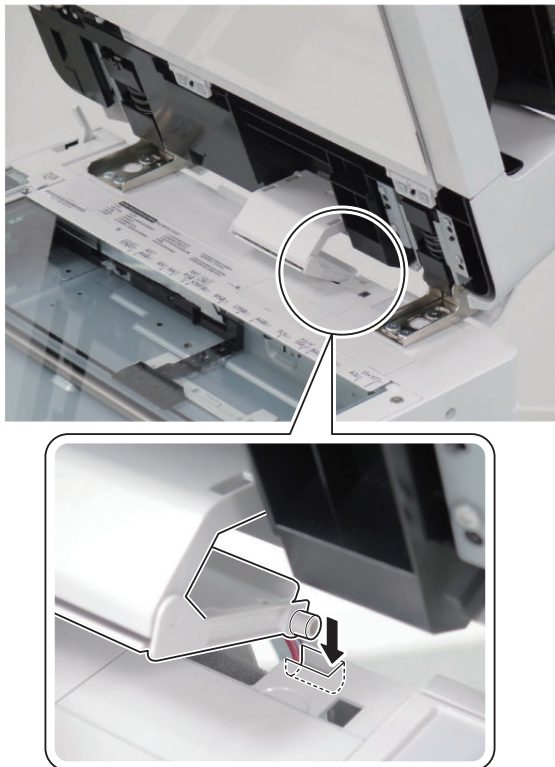
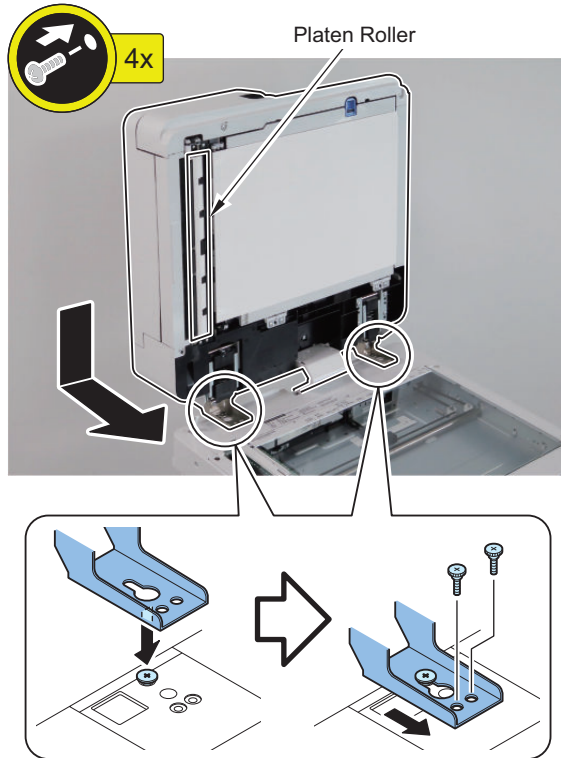
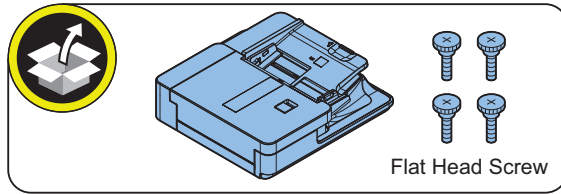
□  
**22.****CAUTION:**

When holding this equipment, be sure not to touch the Platen Roller.

**NOTE:**

- Hook the hinge of this machine onto the step screw of the host machine and then slide forward.
- If the wedge of the left hinge part of the host machine cannot slide because the hinge hits the step screw, turn the left hinge screw of the host machine counterclockwise and slide the wedge backward.





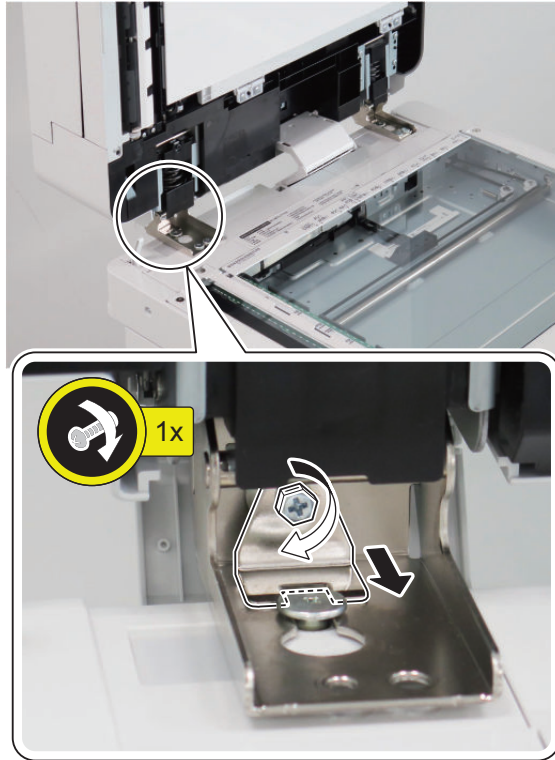
□  
23.

□  
24.**CAUTION:**

This work is required only for the hinge on the left side.

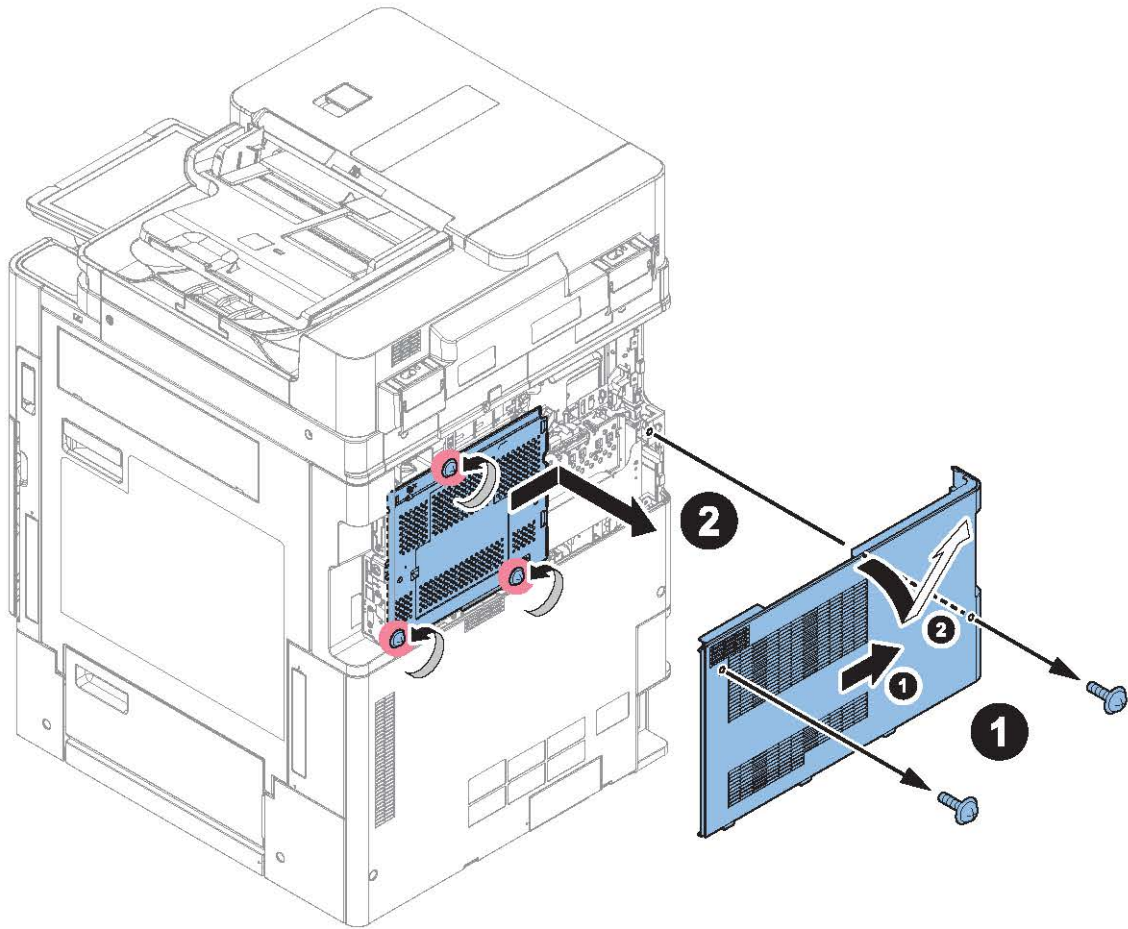
Tighten the screw of the hinge on the left side of this machine clockwise, and insert the wedge to the step screw. Tighten the screw until you encounter some resistance.

If this work is omitted, the hinge cannot be secured properly.

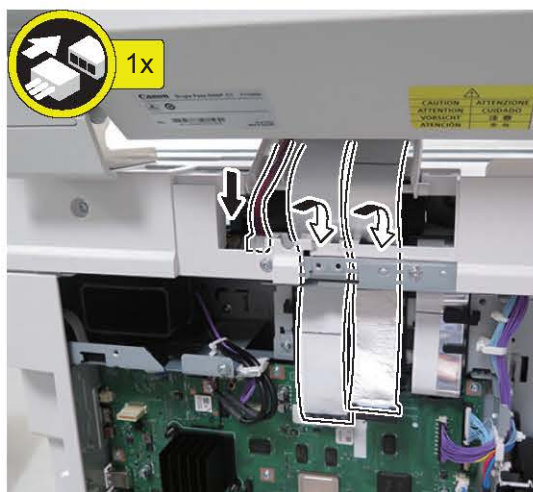


## ■ Connecting the Cable

□  
**1.**

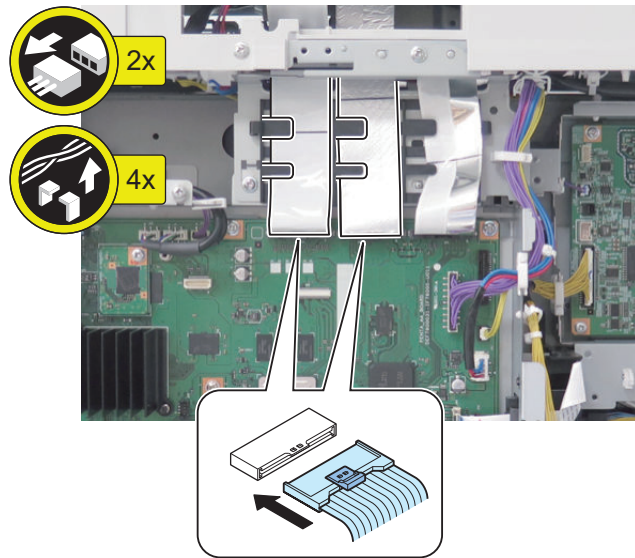


□  
**2.**



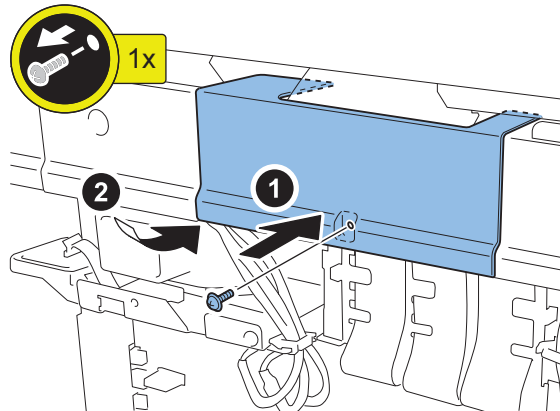
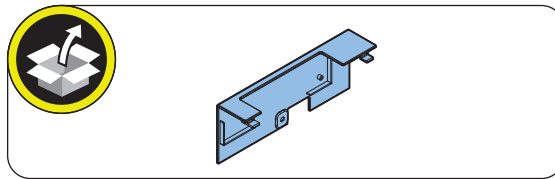


□  
3.

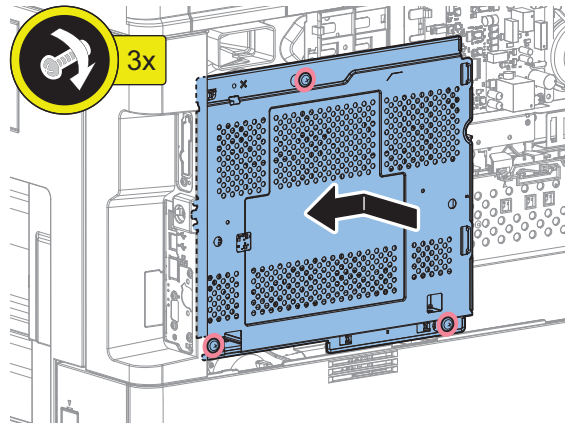


□  
4.

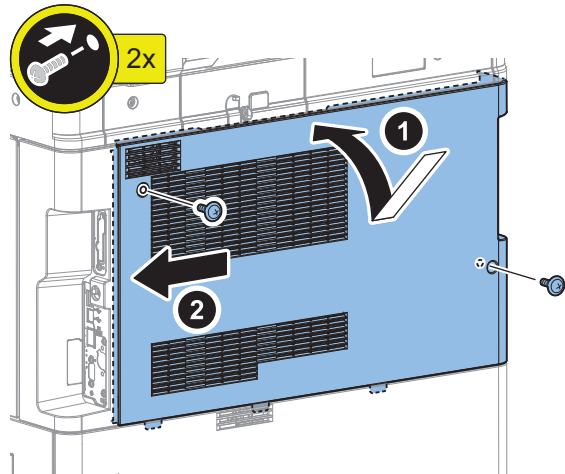
**NOTE:**  
Use the screw removed in "Installation of the unit" step 16.



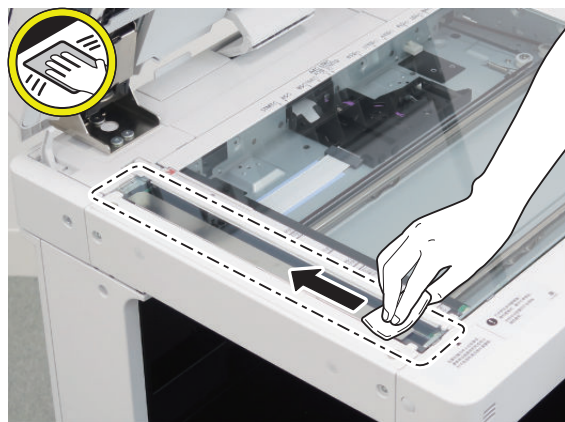
□  
**5.**



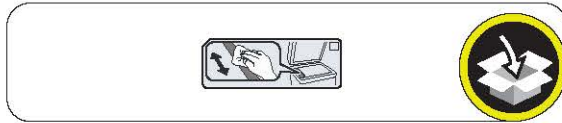
□  
**6.**



□  
**7.** ■ Cleaning the Stream Reading Glass with the glass cleaning sheet attached with the host machine.



□  
**8.**



□  
**9.**



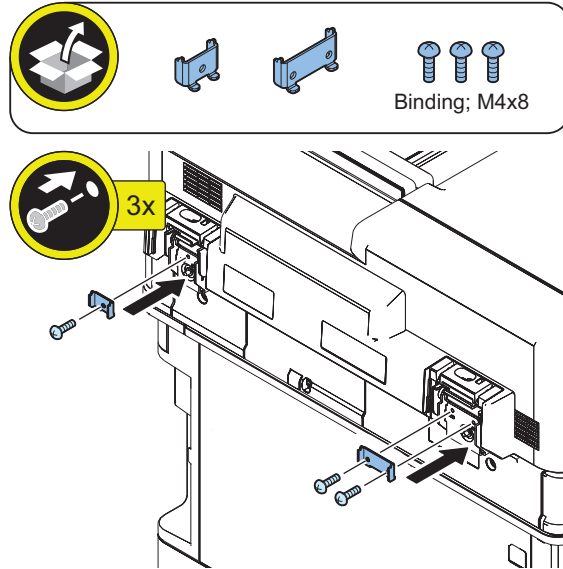
□  
**10.**



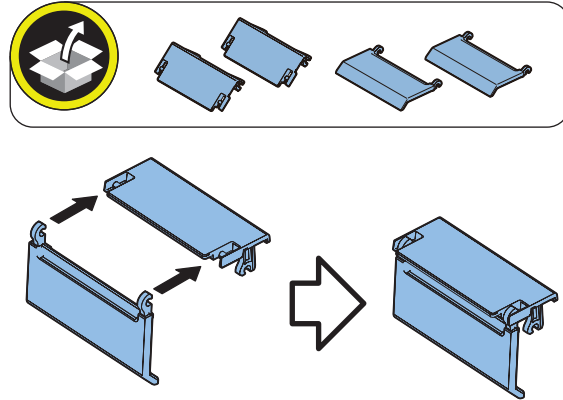
□  
11.

**NOTE:**

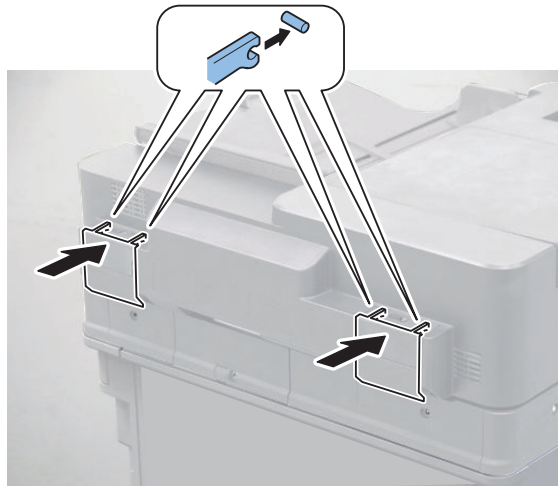
If the opening angle will be set to 90 degrees in [Adjustment > Eased Angle Guide (Opening Angle of 90 Degrees)], it is not necessary to install the Hinge Stoppers in this step. In that case, be sure to install the Hinge Stoppers after adjustment.



□  
12.



13.



14. Connect the power plug of the host machine to the outlet.

15. Turn ON the Main Power Switch.

**NOTE:**

If a message prompting a configuration change appears, turn OFF and then ON the main power switch.

16. If a message prompting the user to update the version appears, press [Update] to automatically update the version of this equipment.

**NOTE:**

- If [Skip] is selected, a message prompting the user to update the version will appear every time the Main machine is started.
- In the service mode (Lv.2) shown below, it is possible to set not to display the message.  
COPIER > OPTION > FNC-SW > VER-CHNG

## Adjustment

**NOTE:**

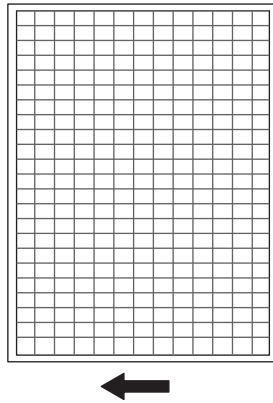
When installing the host machine and this equipment at the same time, perform the adjustment on the host machine side by referring to the installation procedure of the host machine before performing adjustment of the ADF.

### ■ Preparation

#### ● Creating the Test Charts for Image Position Adjustment

**CAUTION:**

Create the test charts for image position adjustment after completing adjustments on the printer side.

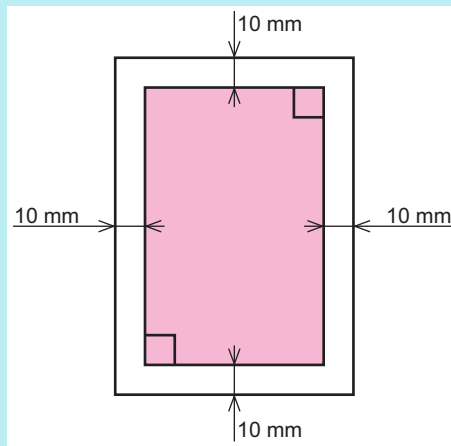


1. After setting the service modes as follows, press the Start key to output the test chart.

- COPIER > TEST > PG > TYPE = 6
- COPIER > TEST > PG > PG-PICK = To set the Pickup Cassette for test print output.

**NOTE:**

- If the specified test chart cannot be output, draw a test chart on A3 or LDR paper with a rectangle whose four corners are 10 mm smaller than the paper.
- To draw characters and marks so that you can see the direction of the copied image.



• **Height Check Sheet Preparation or Creation**

1. Prepare the check sheet used for height adjustment.

 Height check sheet

**NOTE:**

Points to Note when Creating the Check Sheet

- Output with A4 (paper size) or LTR (paper size).
- Use plain paper 1 to 3 (64 to 105 g/m<sup>2</sup>) (Paper Type).

## ■ Eased Angle Guide (Opening Angle of 90 Degrees)

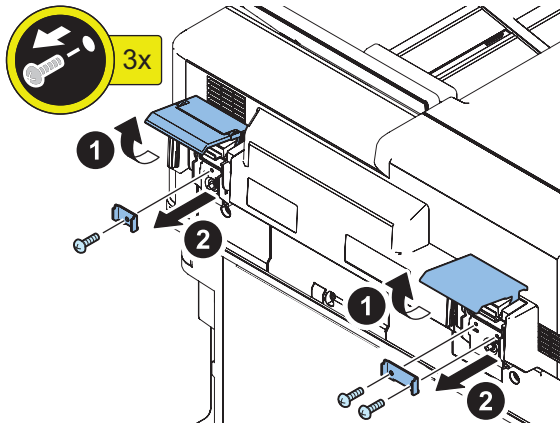
Change the opening angle of the ADF from 70 degrees to 90 degrees.

**NOTE:**

Some operation become easier by making the DADF opening angle wider.



1. Open the Hinge cover, and remove the Hinge stopper.
  - 3 Screws



**CAUTION:**

After adjustment, be sure to install the Hinge Stoppers.

## ■ Adjustment of the Tray Width

**CAUTION:**

Make sure to perform the tray width adjustment. If the AB configuration adjustment or Inch configuration adjustment is not performed, the original size may not be detected correctly.

### AB Configuration Adjustment



1. Select the following service mode.  
FEEDER > FUNCTION > TRY-A4
2. Align the Slide Guide with "A4".
3. Press the OK key and register the width of A4.
4. Select the following service mode.  
FEEDER > FUNCTION > TRY-A4R
5. Align the Slide Guide with "A4R".
6. Press the OK key and register the width of A4R.
7. Select the following service mode.  
FEEDER > FUNCTION > TRY- A5R
8. Align the Slide Guide with "A5R".
9. Press the OK key and register the width of A5R.

## Inch Configuration Adjustment



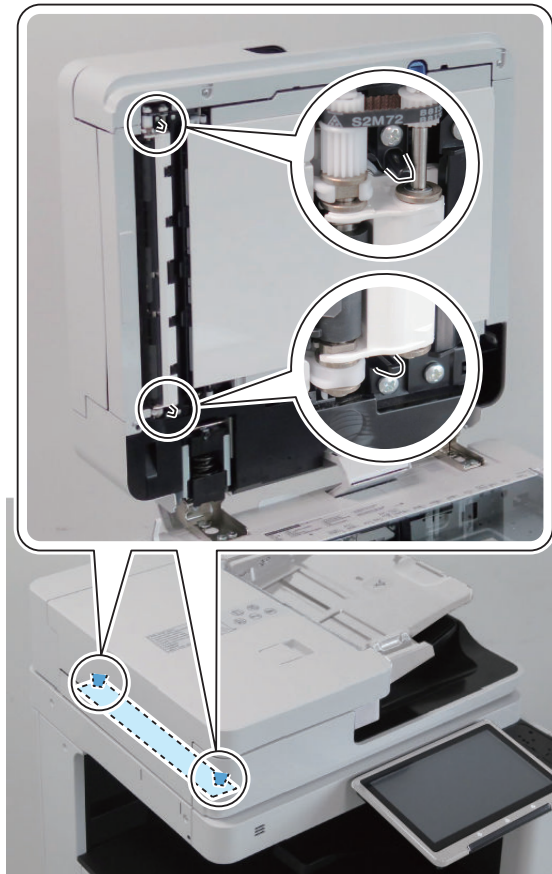
1. Select the following service mode.  
FEEDER > FUNCTION > TRY-LTR
2. Align the Slide Guide with "LTR/11x17".
3. Press the OK key and register the width of Letter.
4. Select the following service mode.  
FEEDER > FUNCTION > TRY- LTRR
5. Align the Slide Guide with "STMT/LTRR/LGL".
6. Press the OK key and register the width of LTRR.
7. Select the following service mode.  
FEEDER > FUNCTION > TRY- STMR
8. Align the Slide Guide with "STMTR".
9. Press the OK key and register the width of STMR.

## ■ Height Adjustment

### Checking the Height



1. Check that the 2 Height Adjustment Bosses at the left front side and the left rear side are in contact with the Stream Reading Glass.



2. If they are not in contact, perform the height adjustment.  
If it cannot be visually checked, perform "Checking the Height of the Height Adjustment Boss".



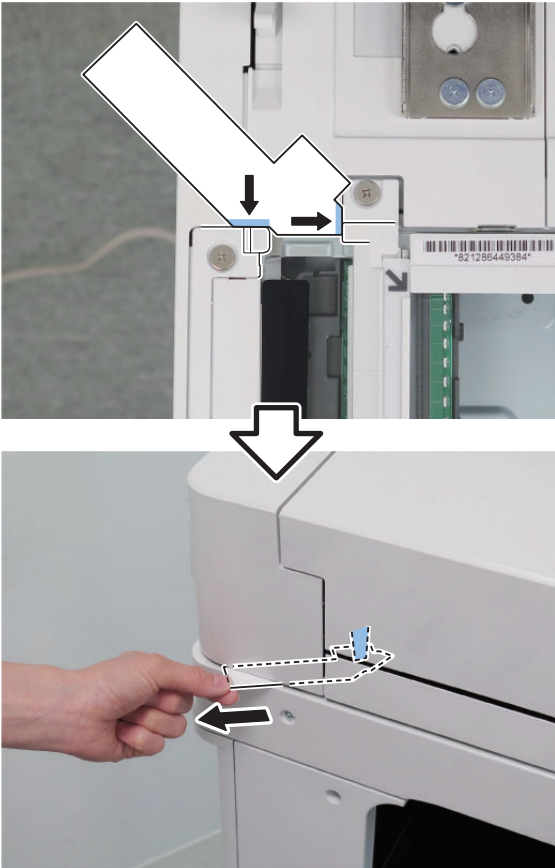
### Checking the Height of the Height Adjustment Boss

- 1. Put a sheet of paper on the place where the protrusions touch the Stream Reading Glass, and check whether there is any resistance of the paper when closing the ADF.

<The Left Front Side>



<The Left Rear Side>



2. If there is no resistance, perform the height adjustment.

## Height Adjustment Procedure

- 
1. Adjust by turning the Fixation Screw on the upper side of Hinge.
    - If both front and rear side (or only front side) are not installed properly: Turn the Right Hinge Fixation Screw clockwise (black arrow) to correctly locate it at the front.



- If the rear side is not installed properly: Turn the Left Hinge Fixation Screw counterclockwise (white arrow).



2. Open th ADF fully and close the ADF and then, Check the height again and see if it is at an appropriate height.

## ■ Right Angle Adjustment (Slant Adjustment)

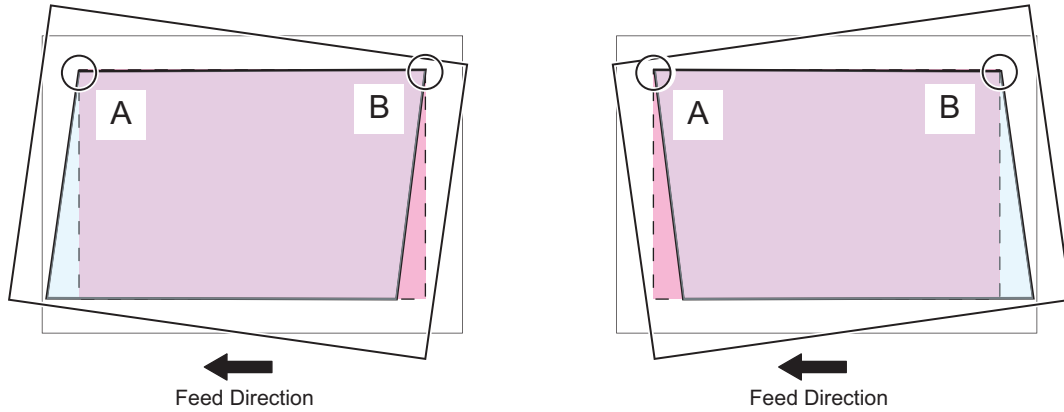
### NOTE:

There are two adjustment methods: One for reading the front side (Scanner Unit on the Reader side) and another for reading the back side (Scanner Unit on the DADF side).

## Adjustment of the Paper Front Reading



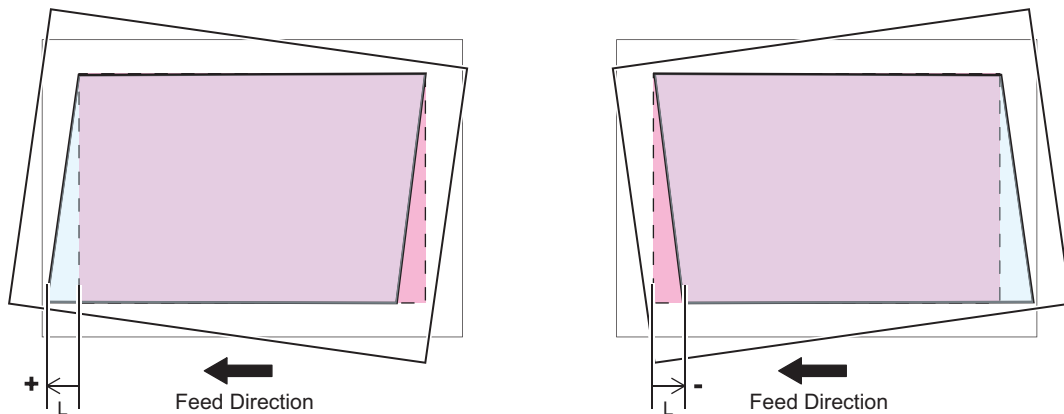
1. Prepare the test chart prepared below.  
[“Creating the Test Charts for Image Position Adjustment” on page 49](#)
2. Set the value of following service mode to "1".  
 FEEDER > OPTION > SKW-SW
3. Place a test chart on the ADF and perform 1-sided copy.
4. Overlap the test chart and the A and B sections of the copied paper.



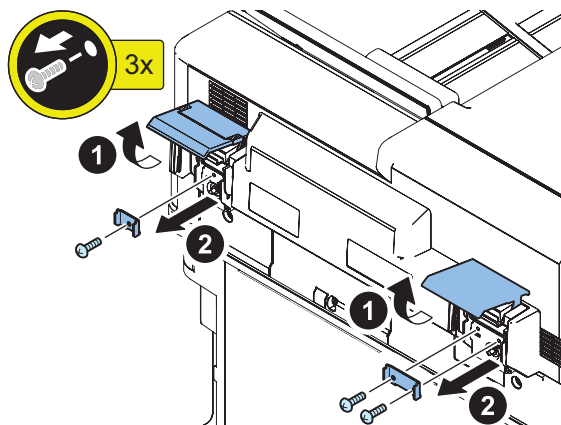
5. Measure the distance L between the test chart and the copied paper.

### NOTE:

When the interval L is shifted to the left "+", and when the interval L is shifted to the right "-".



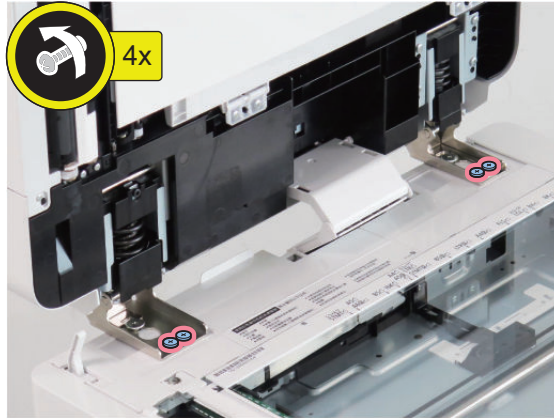
6. Open the Hinge cover, and remove the Hinge stopper.



**CAUTION:**

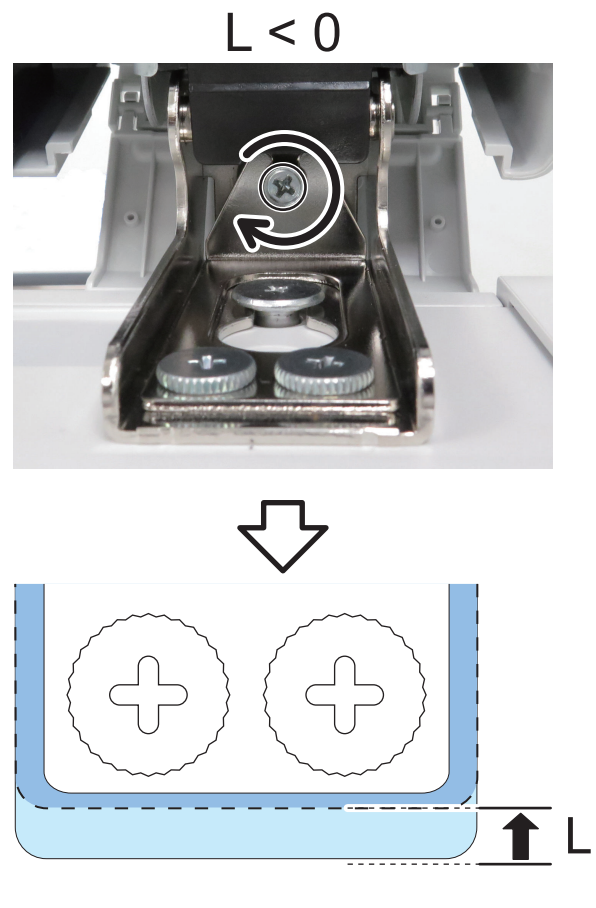
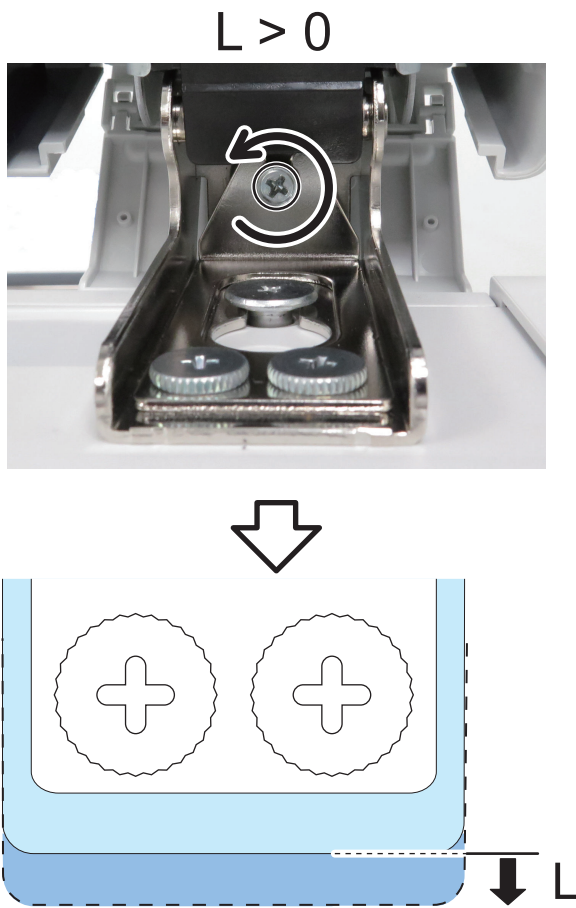
After adjustment, be sure to install the Hinge Stoppers.

7. Loosen the 4 Knurled Screws at the front part of the Right and Left Hinge Unit.



8. The fixing member is moved forward and backward by turning the screw by the value of the interval  $L$  between the test chart and the copied paper.

- $L > 0$  : Turn the screw counterclockwise.
- $L < 0$  : Turn the screw clockwise.

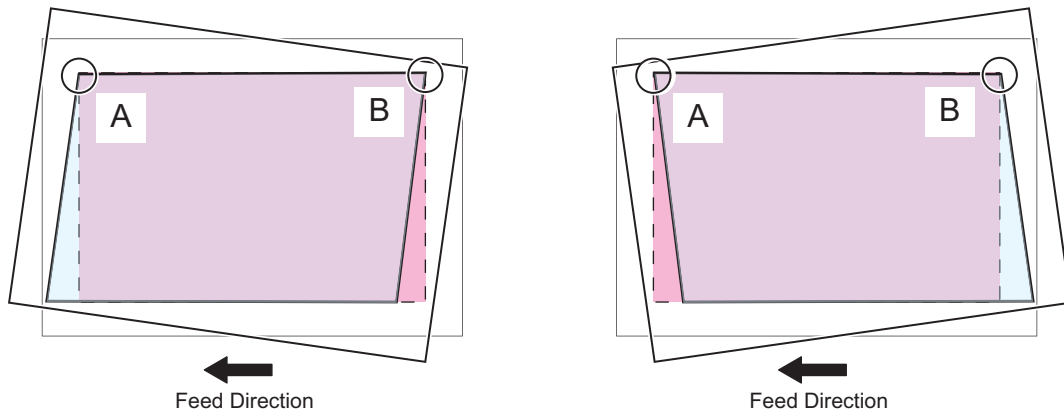


9. Tighten the 4 Knurled Screws.

## Adjustment of the Paper Back Reading



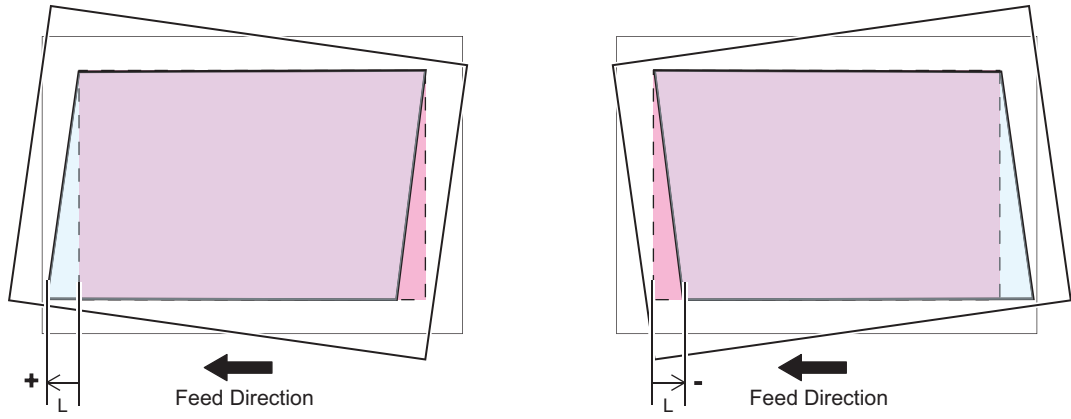
1. Place a test chart facing down on the ADF and perform 2-sided copy.
2. Overlap the test chart and the A and B sections of the copied paper.



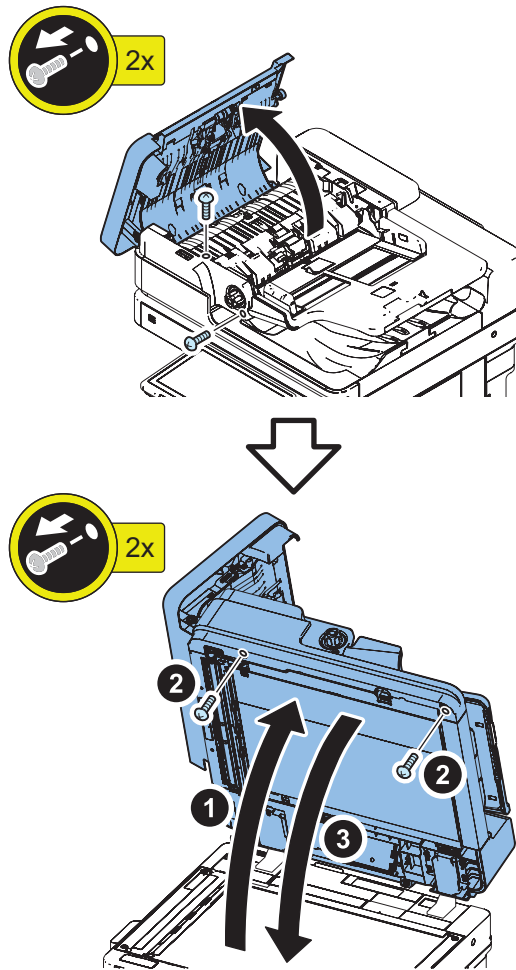
3. Measure the distance L between the test chart and the copied paper.

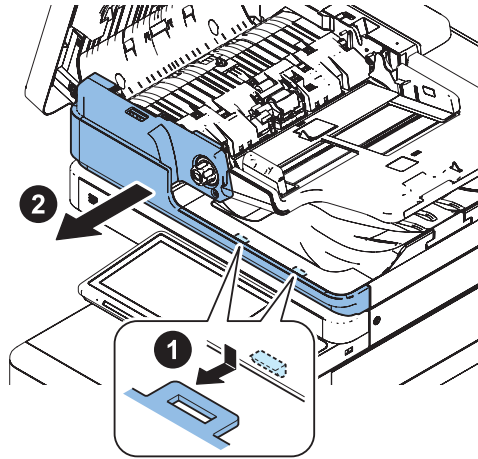
**NOTE:**

When the interval L is shifted to the left "+", and when the interval L is shifted to the right "-".

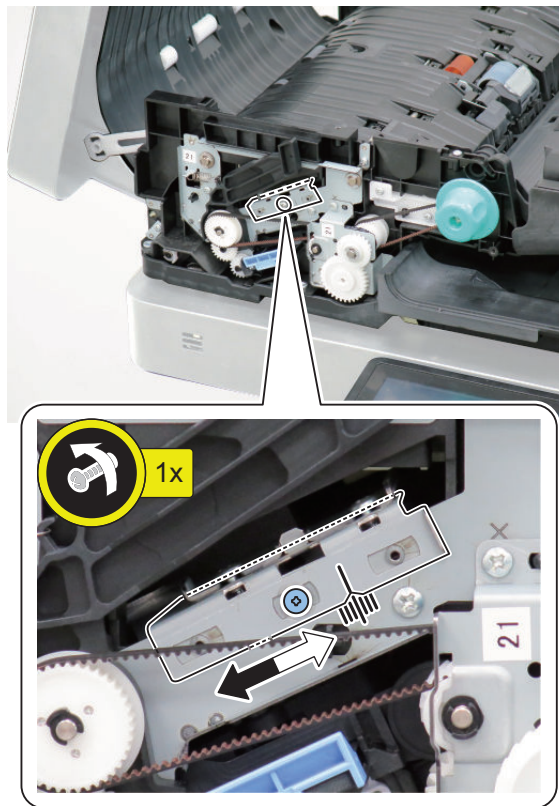


4. Open the Feeder Cover, and remove the Front Cover of the DADF.  
• 4 screws





5. Loosen the adjustment screw. Adjust the position of the guide supporting the Scanner Unit.
- L>0 : Move the Guide to the right side (white arrow).
  - L<0 : Move the Guide to the left side (black arrow).

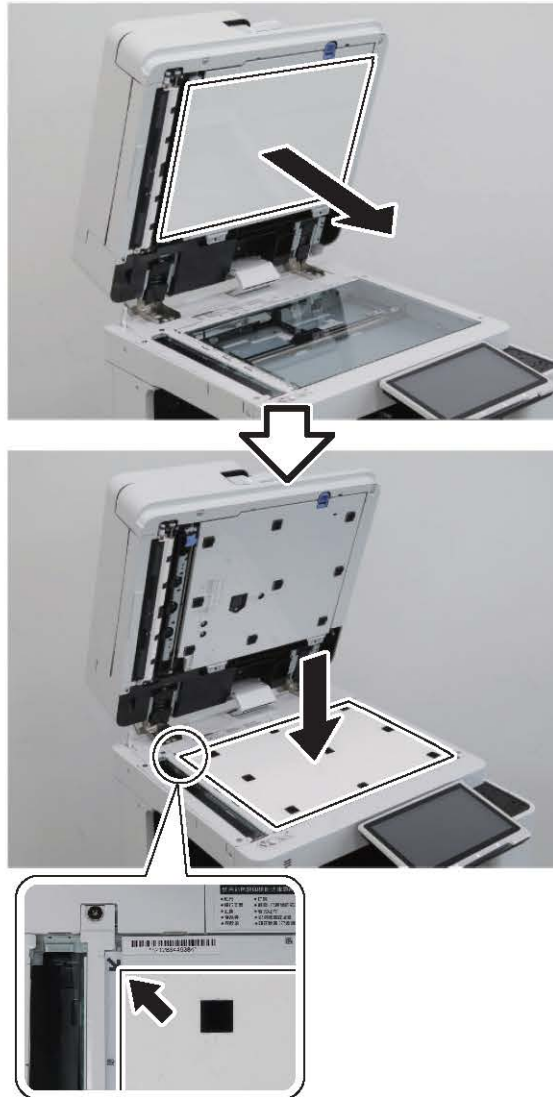


6. Tighten the adjustment screw.
7. Return the DADF Front Cover and the Feeder Cover to their original positions.
8. Set the value of following service mode to "0".  
FEEDER > OPTION > SKW-SW

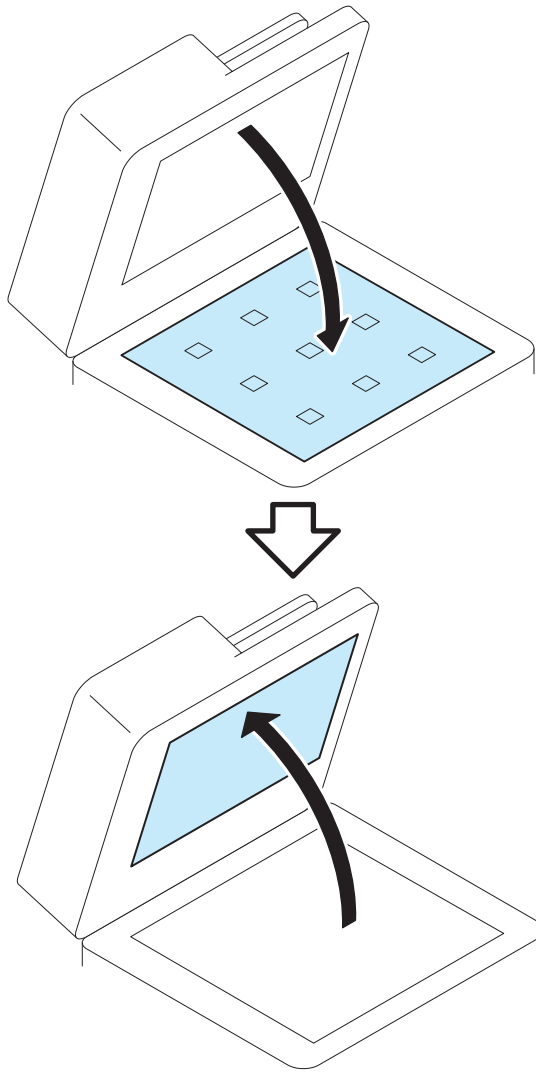


## ■ Adjustment of the White Plate

□  
**1.**



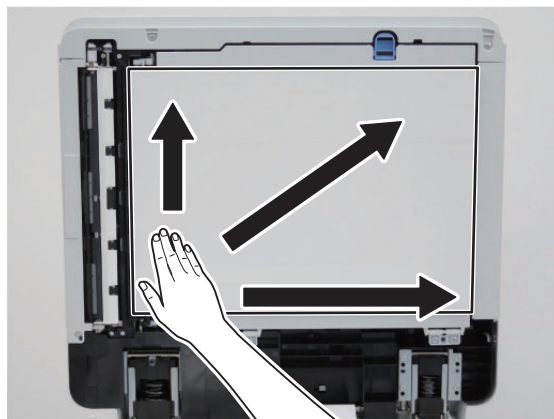
□  
**2.**



□  
**3.**

**CAUTION:**

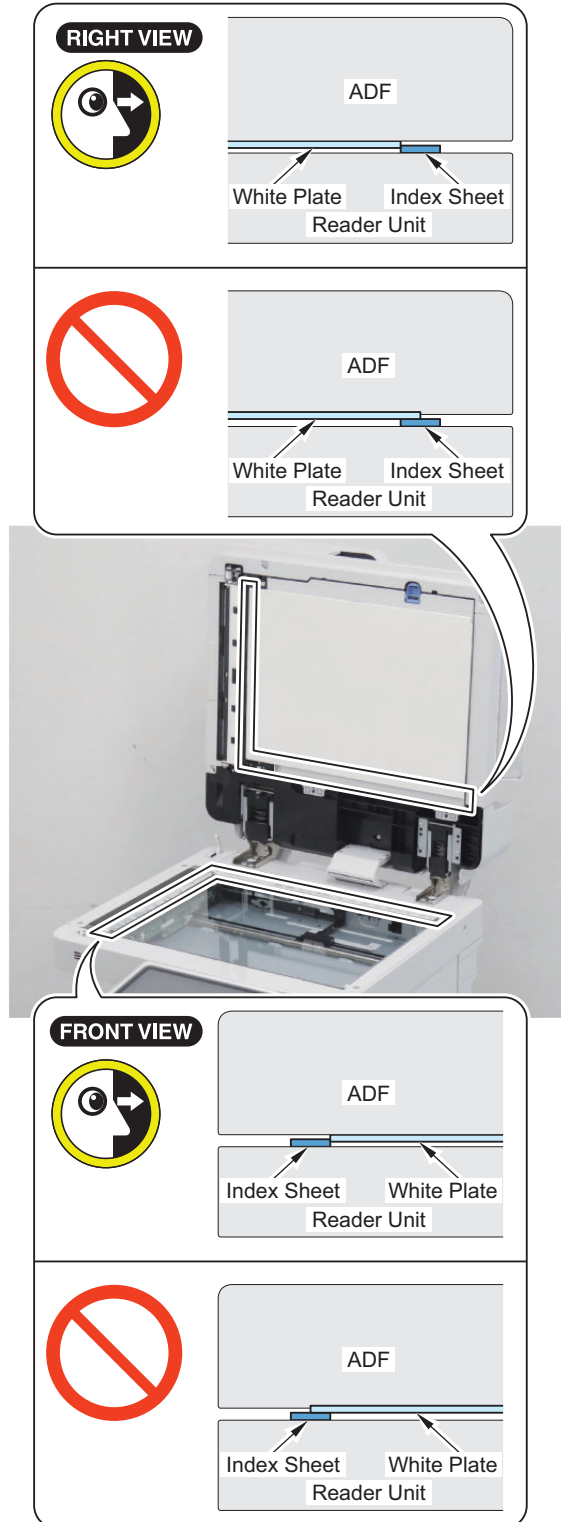
If the White Plate is pressed downward, it is placed on the Index Sheet, so be sure to press it upward.



□  
4.

**NOTE:**

- Be sure that there is no gap (for reference, 0.3 mm or less) between the White Plate and the Index Sheet.
- Check that the White Plate is not placed on the Index Sheet.



## ■ Light intensity adjustment

**NOTE:**

- This mode automatically performs adjustment.
- If "NG" is displayed after executing this mode, check that PCB and each connector are properly connected.

**1. Execute the following service mode with the ADF closed.**

COPIER > FUNCTION > CCD > LMPADJ

## ■ Automatic Adjustment of the Stream Reading Position (Automatic Adjustment of the Reading Position at ADF Reading)

**NOTE:**

- If the DADF is opened during adjustment, restart the adjustment.
- Enter the value after adjustment on the Service Label (on the back of the Reader Front Cover or Printer Front Cover). The adjustment result is reflected to COPIER > ADJUST > ADJ-XY > STRD-POS.

**1. Execute the following service mode.**

COPIER > FUNCTION > INSTALL > STRD-POS

**NOTE:**

If "NG" is displayed after executing this mode, execute "Right Angle Adjustment (Slant Adjustment)" on the service manual.

## ■ Side Registration Adjustment

### NOTE:

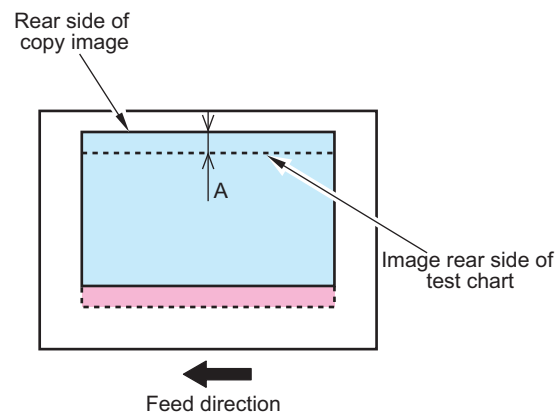
There are two adjustment methods: One for reading the front side (Scanner Unit on the Reader side) and another for reading the back side (Scanner Unit on the ADF side).

### Adjustment of the Paper Front Reading

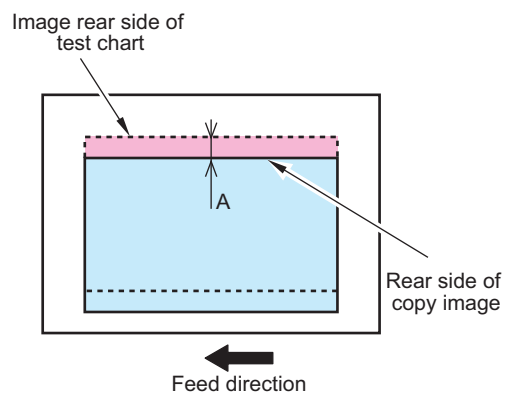


1. Prepare a test chart created below.  
[“Creating the Test Charts for Image Position Adjustment” on page 49](#)
2. Set the following service mode to "1".  
 FEEDER > OPTION > SKW-SW
3. Place a test chart on the ADF and perform 1-sided copy.
4. Overlay the copied paper onto the test chart.
5. Check whether the rear side of the copied image is within the standard.
  - Standard:  $A \leq 1 \text{ mm}$

< If the image is displaced toward rear >



< If the image is displaced toward front >



6. If it is not within the standard range, adjust the image position in the following service mode.  
 COPIER > ADJUST > ADJ-XY > ADJ-Y-DF

**NOTE:**

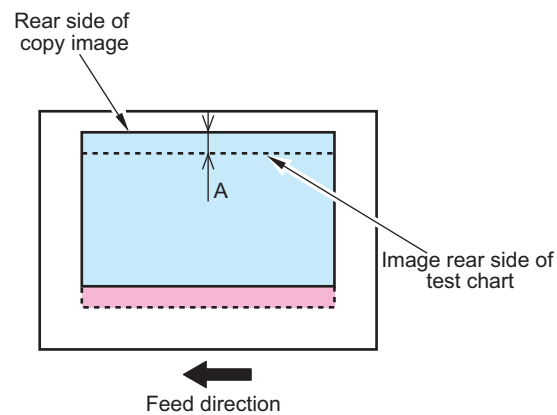
- If the copied image is displaced toward the rear side: Decrease the value (the image moves toward the front side)
- If the copied image is displaced toward the front side: Increase the value (the image moves toward the rear side)
- Amount of change per 1 setting value 0.1 mm
- Adjustment range -35 to 35

7. Copy the test chart again, and check that the image is within the ranges of the standard.
8. Write down the adjusted value in the service label (on the back of the Reader front cover back or Printer front cover).

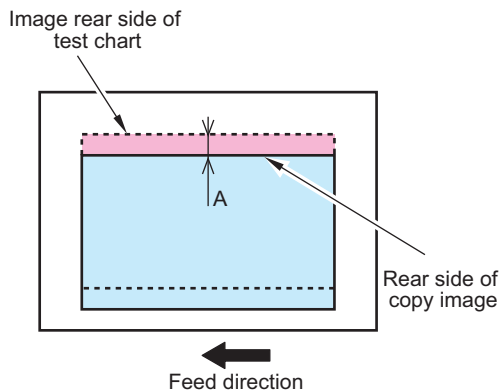
**Adjustment of the Paper Back Reading**

1. Place a test chart facing down on the ADF and perform 2-sided copy.
2. Overlay the copied paper onto the test chart.
3. Check whether the rear side of the copied image is within the standard.
  - Standard:  $A \leq 2.0\text{mm}$

< If the image is displaced toward rear >



< If the image is displaced toward front >



4. If it is not within the standard range, adjust the image position in the following service mode.  
COPIER > ADJUST > ADJ-XY > ADJY-DF2

**NOTE:**

- If the copied image is displaced toward the rear side: Decrease the value (the image moves toward the front side)
- If the copied image is displaced toward the front side: Increase the value (the image moves toward the rear side)
- Amount of change per 1 setting value 0.1 mm
- Adjustment range -35 to 35

5. Copy the test chart again, and check that the image is within the ranges of the standard.
6. Write down the adjusted value in the service label (on the back of the Reader front cover back or Printer front cover).
7. Set the following service mode to "0".  
FEEDER > OPTION > SKW-SW

## ■ Leading Edge Margin Adjustment

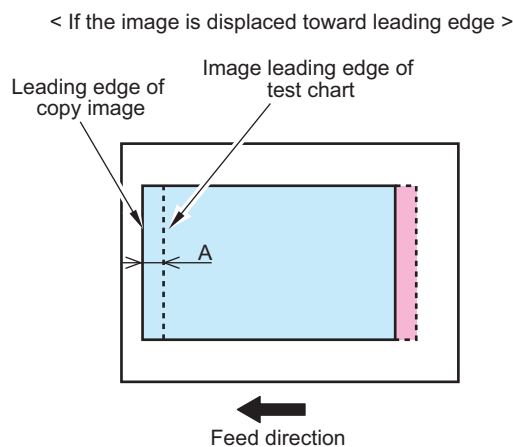
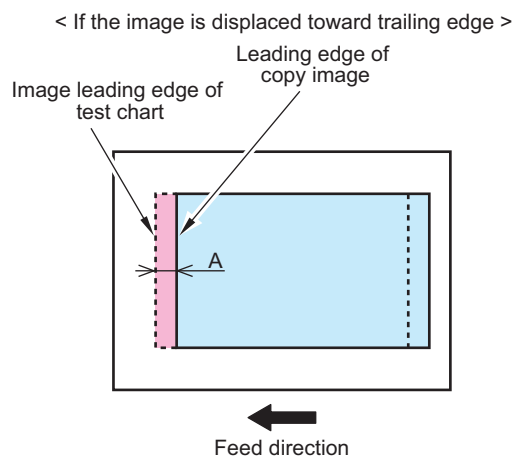
### NOTE:

There are two adjustment methods: One for reading the front side (Scanner Unit on the Reader side) and another for reading the back side (Scanner Unit on the ADF side).

### Adjustment of the Paper Front Reading



1. Prepare a test chart created below.  
[“Creating the Test Charts for Image Position Adjustment” on page 49](#)
2. Set the following service mode to "1".  
 FEEDER > OPTION > SKW-SW
3. Place a test chart on the ADF and perform 1-sided copy.
4. Overlay the copied paper onto the test chart.
5. Check that the leading edge of the copied image is within the standard range.
  - Standard:  $A \leq 1 \text{ mm}$



6. If it is not within the standard range, adjust the image position in the following service mode.  
 FEEDER > ADJUST > DOCST
  - If the copied image is displaced toward the trailing edge: Increase the value (move the image toward the leading edge)
  - If the copied image is displaced toward the leading edge: Decrease the value (move the image toward the trailing edge)
 Amount of change per 1 setting value 0.1 mm

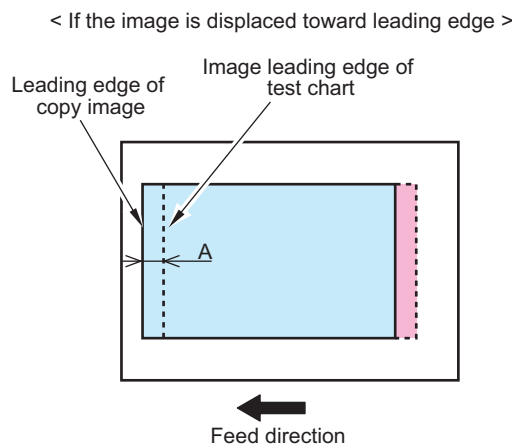
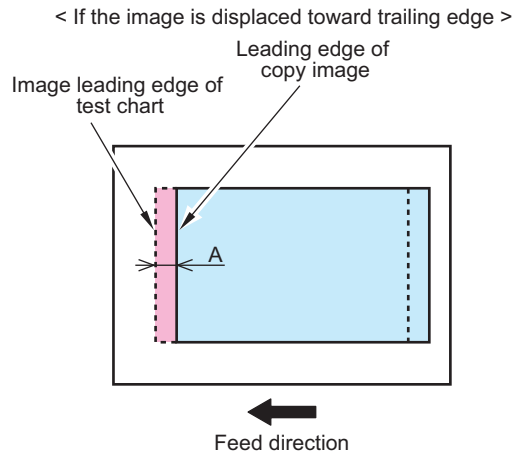
Adjustment range -50 to 50

7. Copy the test chart again, and check that the image is within the ranges of the standard.
8. Write down the adjusted value in the service label (on the back of the Reader front cover back or Printer front cover).

### Adjustment of the Paper Back Reading



1. Place a test chart facing down on the ADF and perform 2-sided copy.
2. Overlay the copied paper onto the test chart.
3. Check that the leading edge of the copied image is within the standard range.
  - Standard:  $A \leq 1.5\text{mm}$



4. If it is not within the standard range, adjust the image position in the following service mode.  
 FEEDER > ADJUST > DOCST2
  - If the copied image is displaced toward the trailing edge: Increase the value (move the image toward the leading edge)
  - If the copied image is displaced toward the leading edge: Decrease the value (move the image toward the trailing edge)
 Amount of change per 1 setting value 0.1 mm  
 Adjustment range -50 to 50
5. Copy the test chart again, and check that the image is within the ranges of the standard.
6. Write down the adjusted value in the service label (on the back of the Reader front cover back or Printer front cover).
7. Set the following service mode to "0".  
 FEEDER > OPTION > SKW-SW



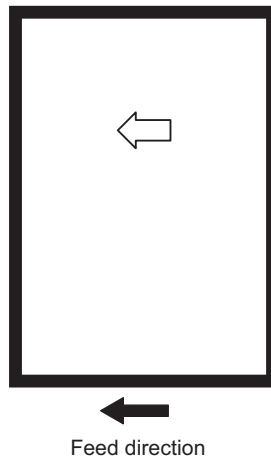
## ■ Front/Back Side Difference Correction Adjustment

### NOTE:

- This mode automatically feed the original and performs adjustment.
- After executing this mode, enter following adjusted values on the Service Label (on the back of the Reader Front Cover or Printer Front Cover).  
FEEDER > ADJUST > ADJ-DT  
FEEDER > ADJUST > ADJ-DL  
FEEDER > ADJUST > ADJ-DROT



1. Place on the ADF the adjustment chart included in the package of the ADF unit and execute the following service mode.  
FEEDER > FUNCTION > ADJ-SKW



## ■ White Level Adjustment



1. Place a sheet of blank A4 or LTR size paper on the Copyboard Glass and close the ADF.

### CAUTION:

When executing the white level adjustment using paper with smaller width, adjustment may not be executed properly.

2. Execute the service mode item.  
COPIER > FUNCTION > CCD > DF-WLVL1
3. Remove the blank paper from the Copyboard Glass, and place it on the Document Pickup Tray of ADF.
4. Execute the service mode item.  
COPIER > FUNCTION > CCD > DF-WLVL2
5. Place the blank paper on the Copyboard Glass again and close the ADF.
6. Execute the service mode item.  
COPIER > FUNCTION > CCD > DF-WLVL3
7. Remove the blank paper from the Copy Board Glass, and place it on the Document Pickup Tray of ADF.
8. Execute the service mode item.  
COPIER > FUNCTION > CCD > DF-WLVL4

## ■ Auto Adjust Gradation

Execute auto gradation adjustment for the used paper type as needed.

However, when using 2 or more types of paper, it is necessary to execute all the modes corresponding to each type of paper.

**CAUTION:**

Note that if a type of paper to which auto gradation adjustment is not performed is used, it may cause negative effects on image or the host machine.

#### Paper Settings



1. Select the paper source in [Settings/Registration] > [Preferences] > [Paper Settings] > [Paper Settings], and press [Set].
2. Select the paper type, and select the type of the loaded paper in Detailed Settings.

**NOTE:**

If the corresponding paper type is not displayed on the simple settings screen, press Detailed Settings and make a selection on the detailed settings screen. If the type of loaded paper is not displayed on the detailed settings screen, you can register it.

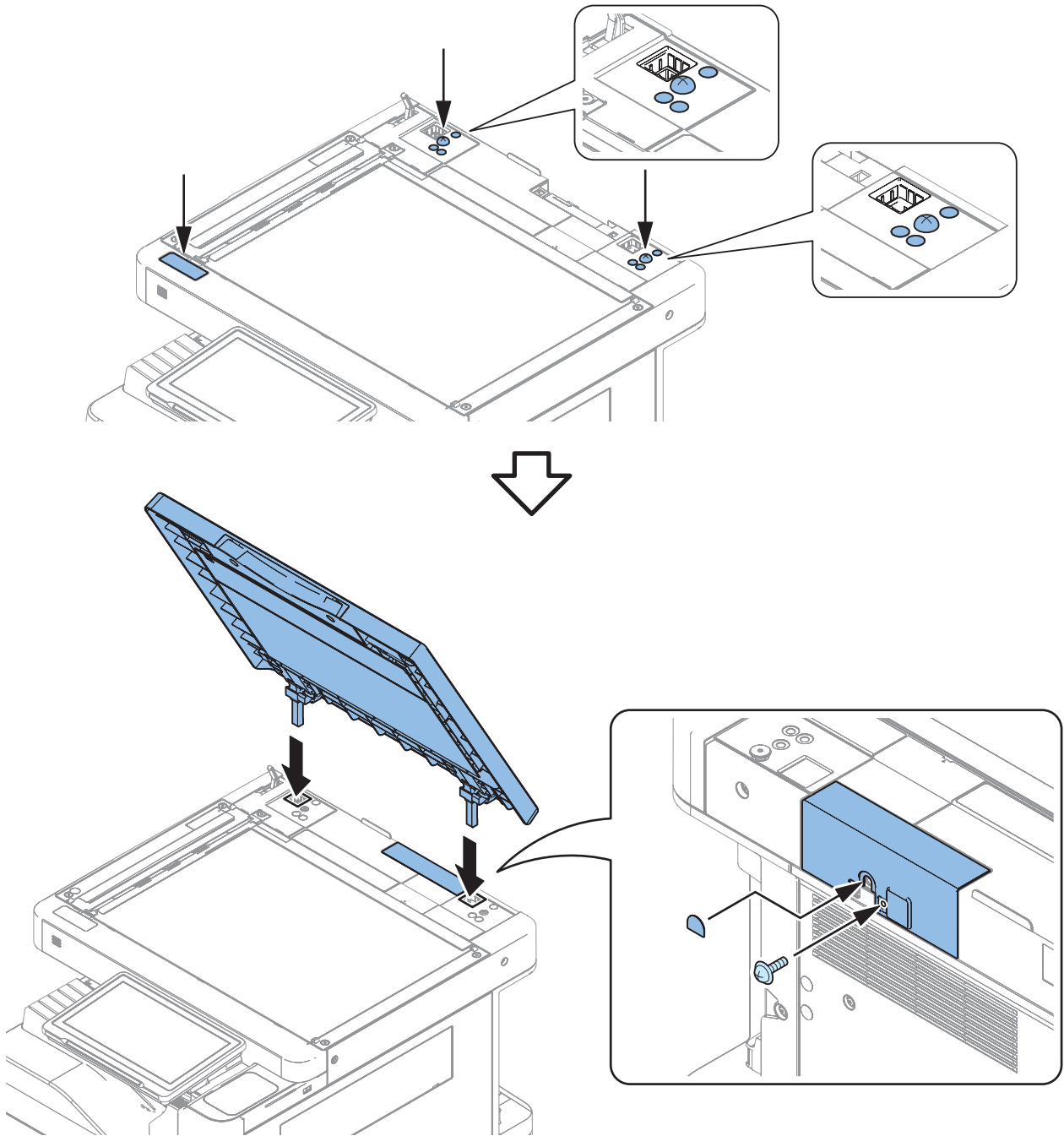
#### Auto Gradation Adjustment



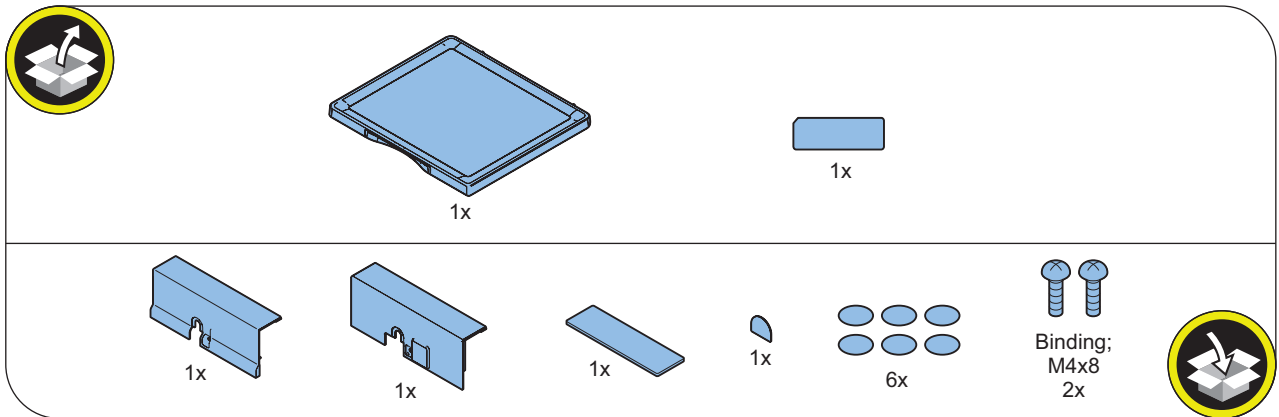
1. Clean the Copyboard Glass surface of the host machine.
2. Place A3, A4, 11x17, or LTR size paper in the cassette.
3. Press [Settings/Registration] > [Adjustment/Maintenance] > [Adjust Image Quality] > [Auto Adjust Gradation].
4. After that, follow the direction on the screen of the Control Panel.

## Platen Cover-Y3

### ● Installation Outline Drawing

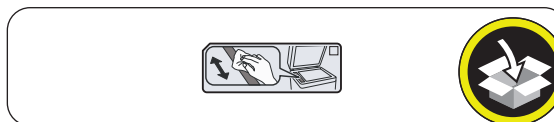
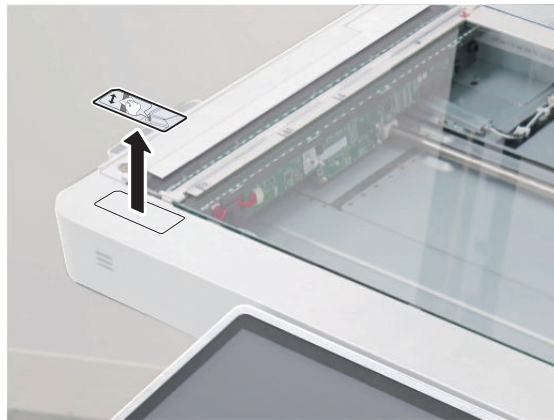


## ● Checking the Included Parts

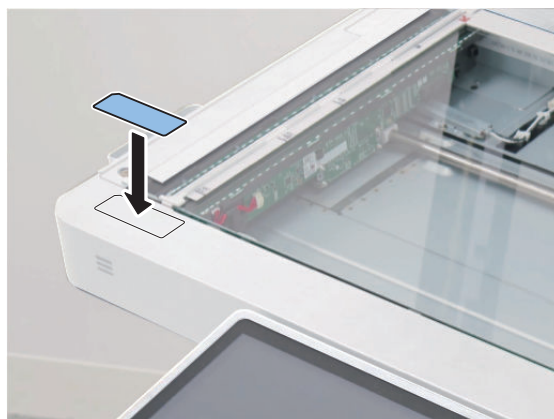
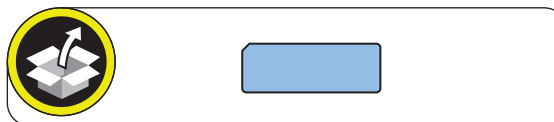


## ● Installation Procedure

1.

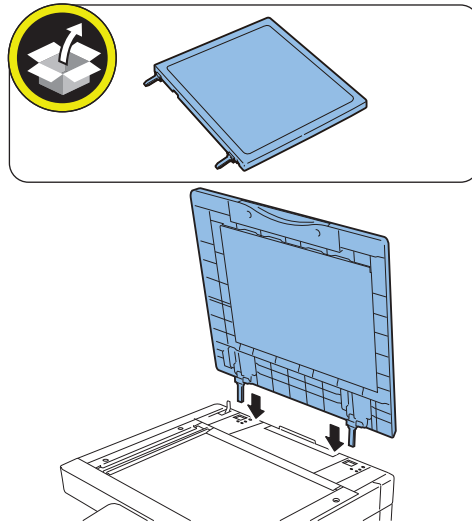


2.



□

3.

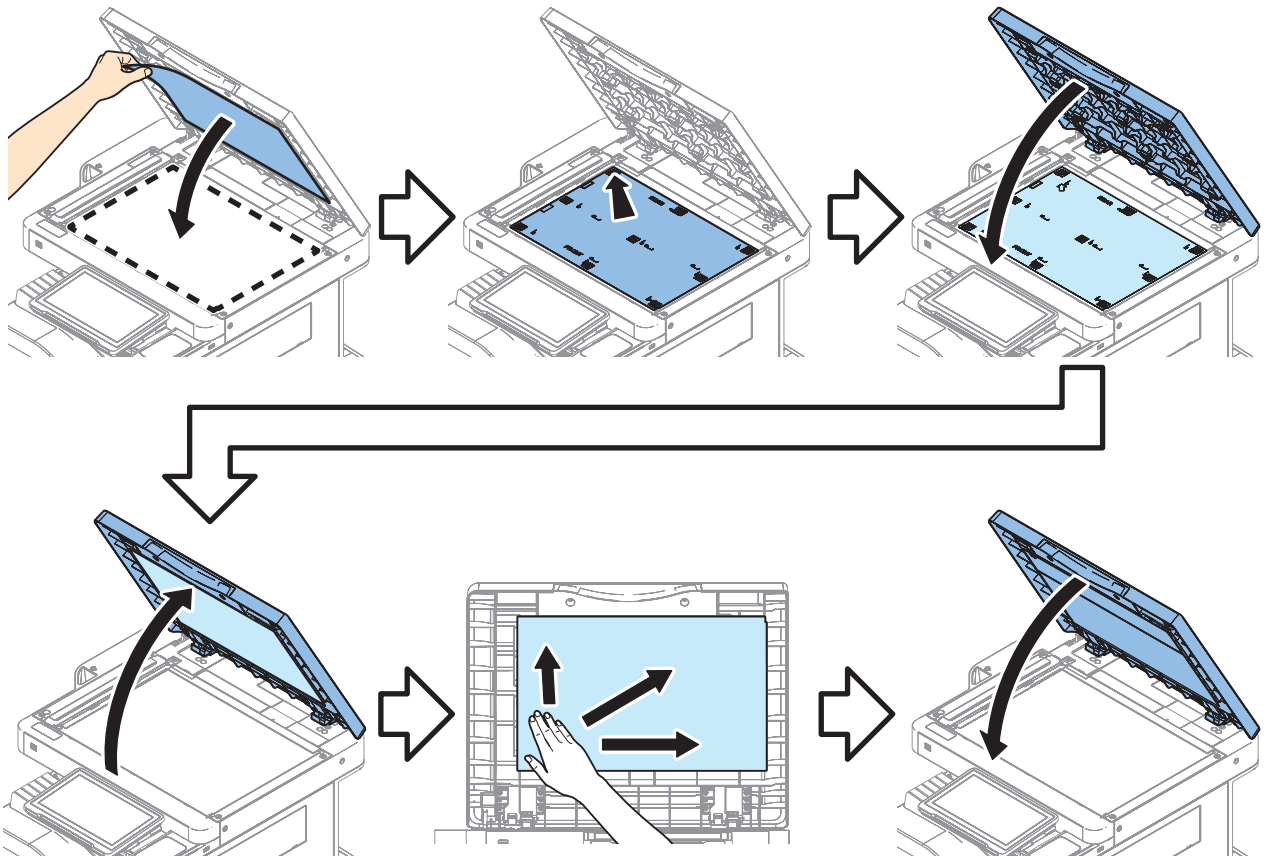


□

4.

**CAUTION:**

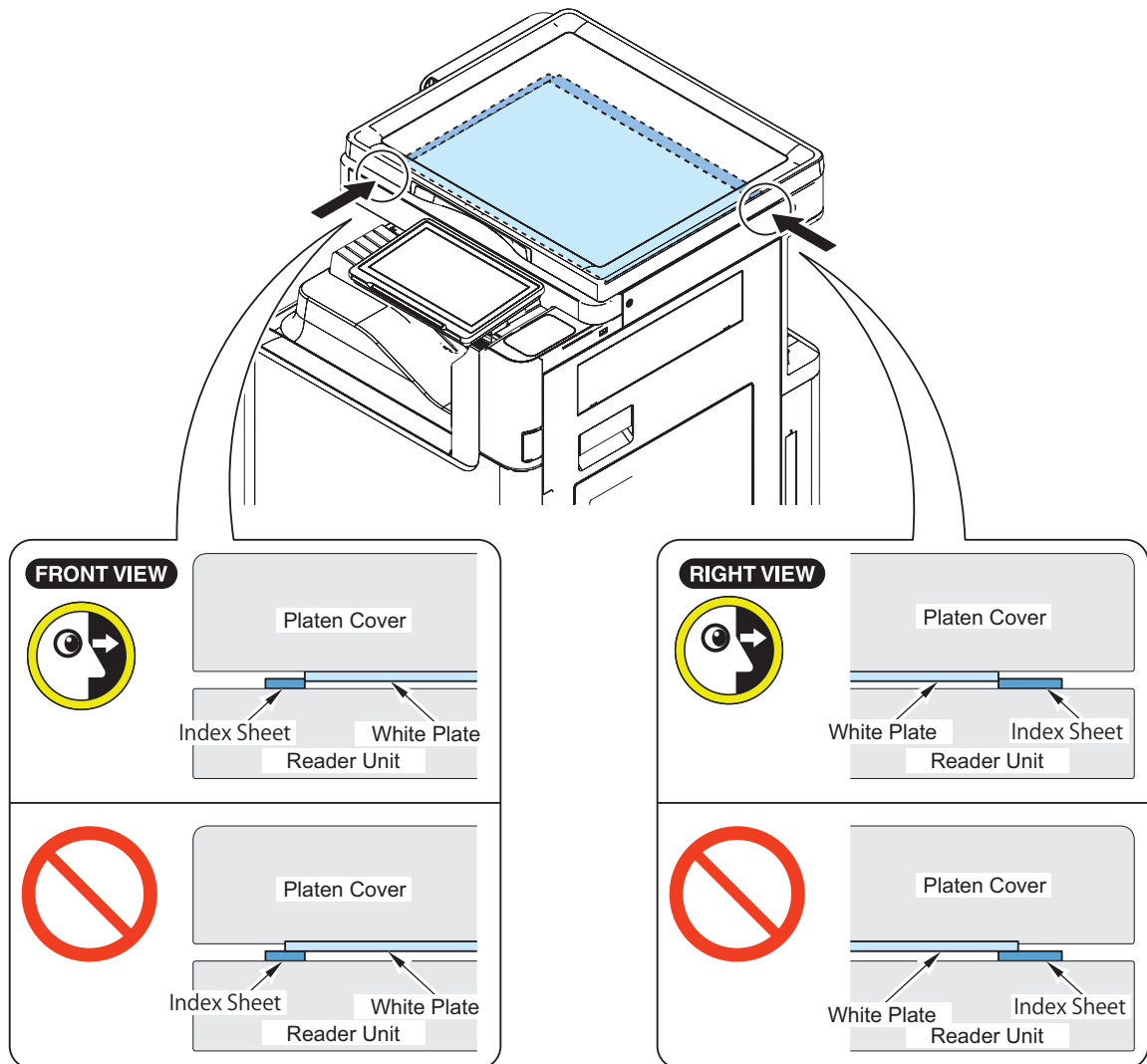
If the White Plate is pressed from top to bottom, it is placed on the Index Sheet, so be sure to press it from bottom to top.



5.

**CAUTION:**

- Be sure that there is no gap (0.3 mm or less as a guide) between the White Plate and the Index Sheet.
- Check that the White Plate is not placed on the Index Sheet.



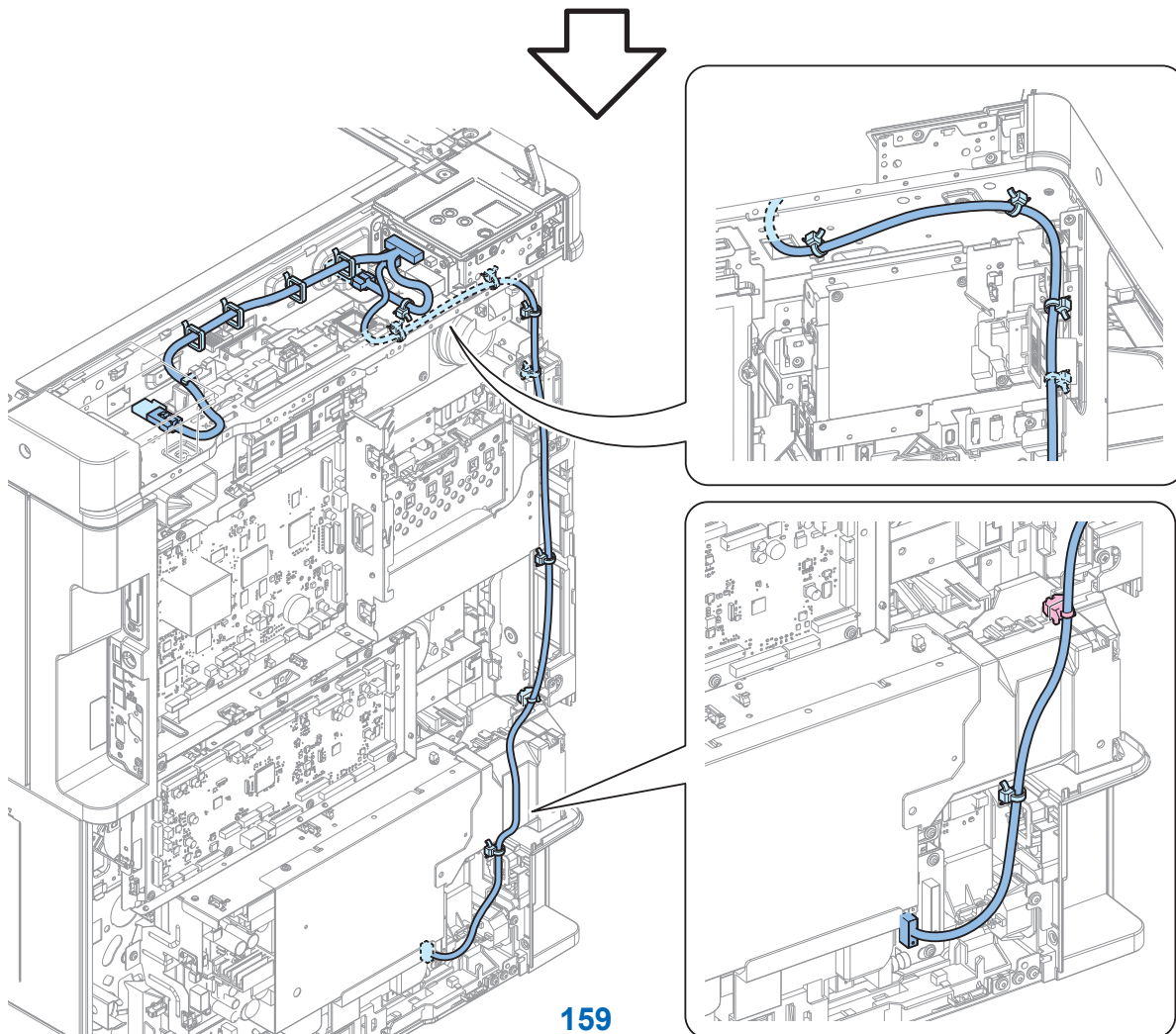
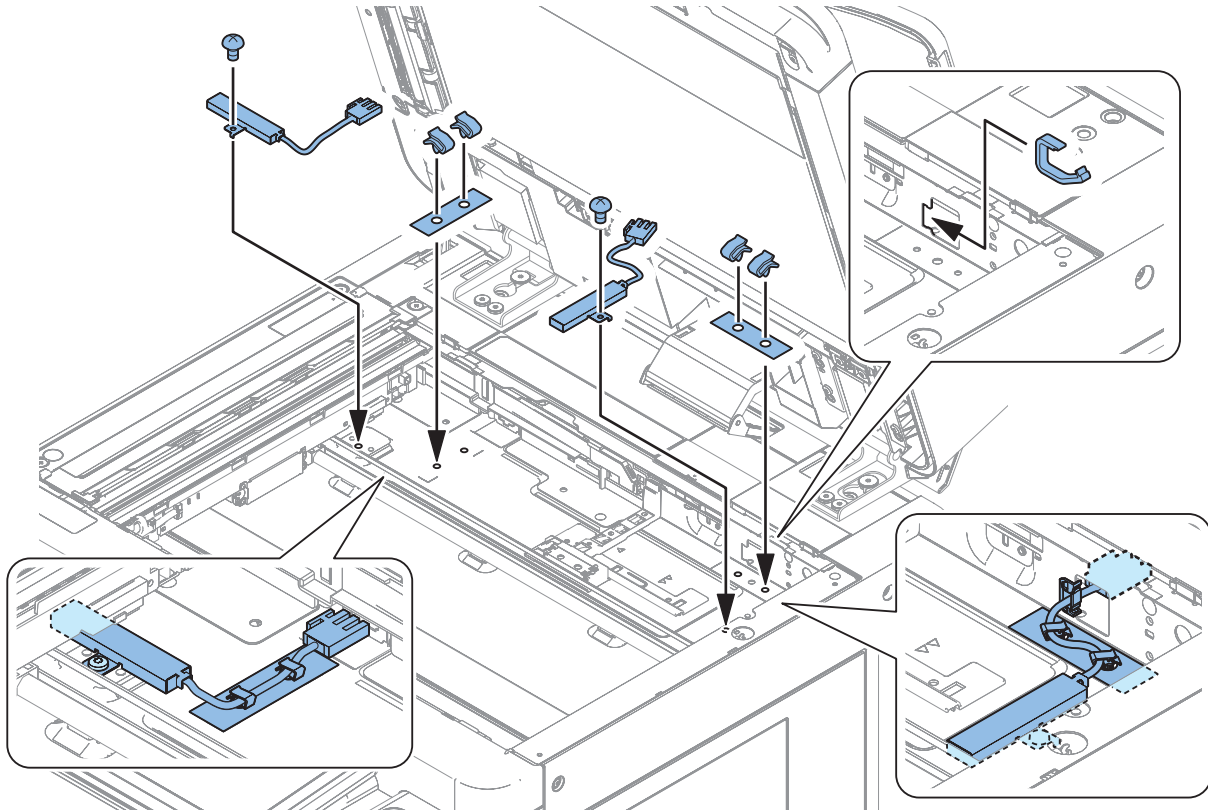
6. Install the removed cover.

7. Connect the power plug to the outlet.

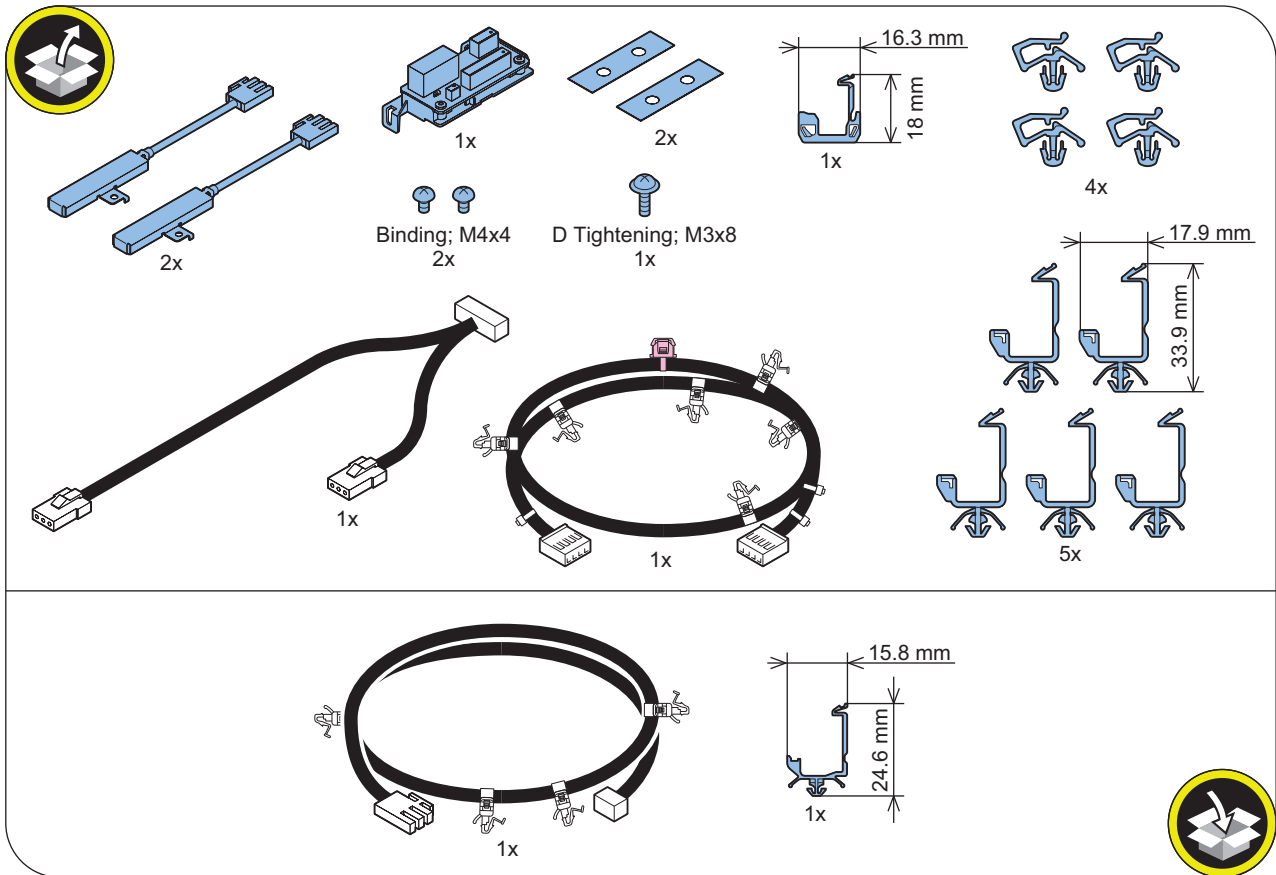
8. Turn ON the Main Power Switch.

# Reader Heater Unit-Q1

## Installation Outline Drawing



## Checking the included items



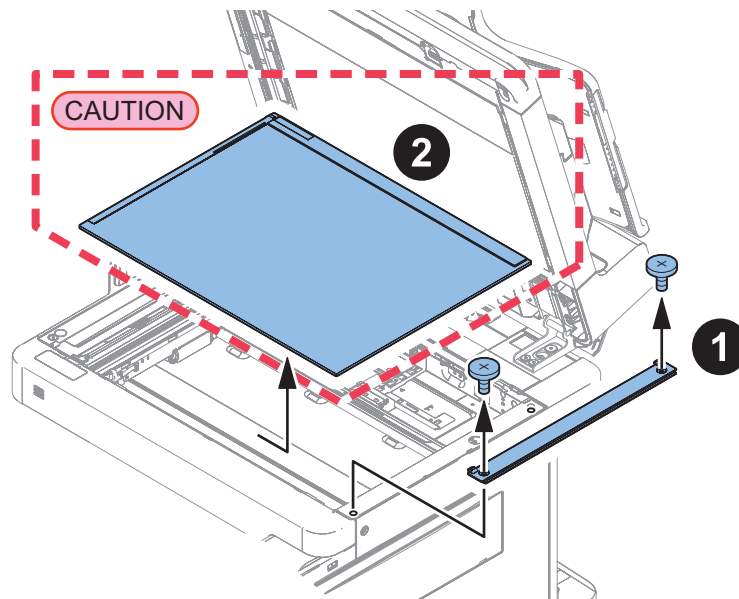
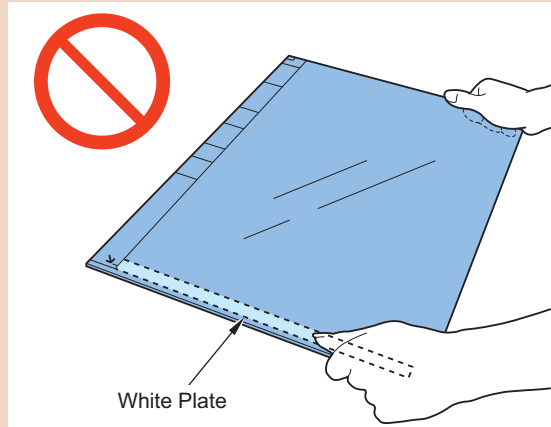


## Installation Procedure

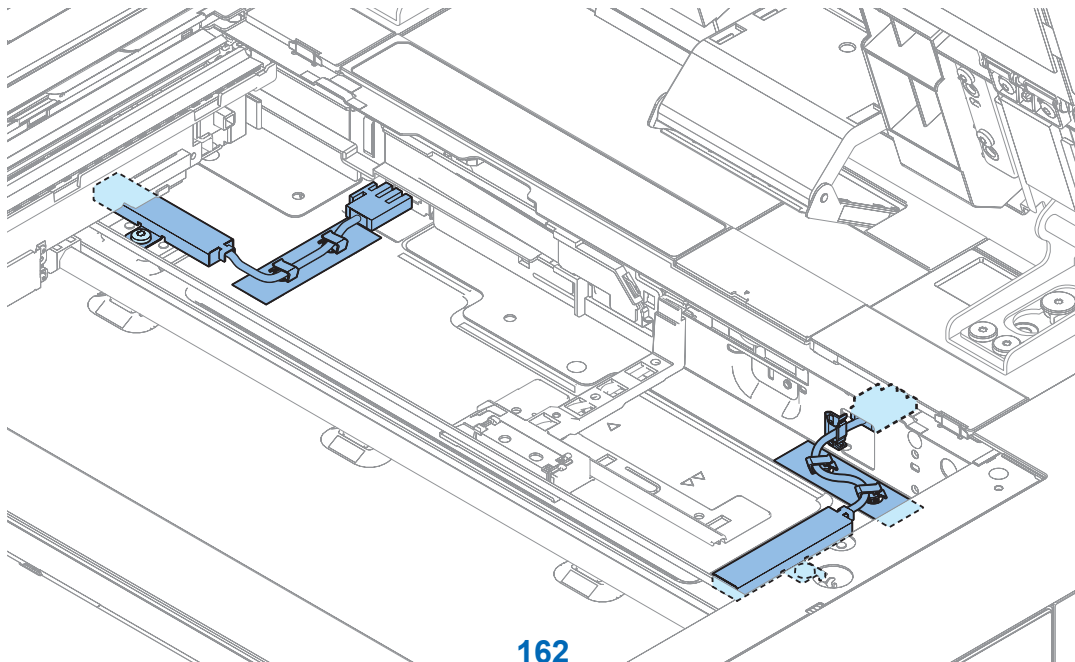
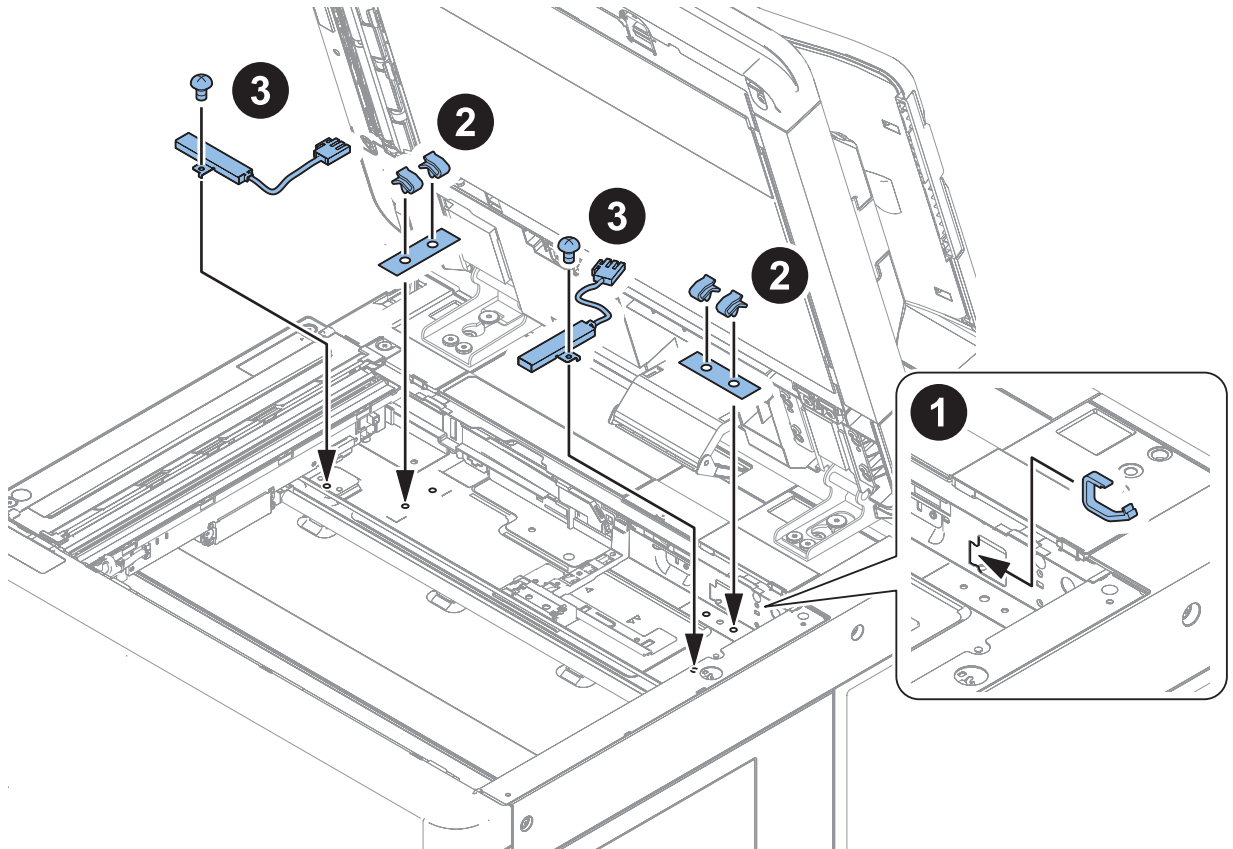
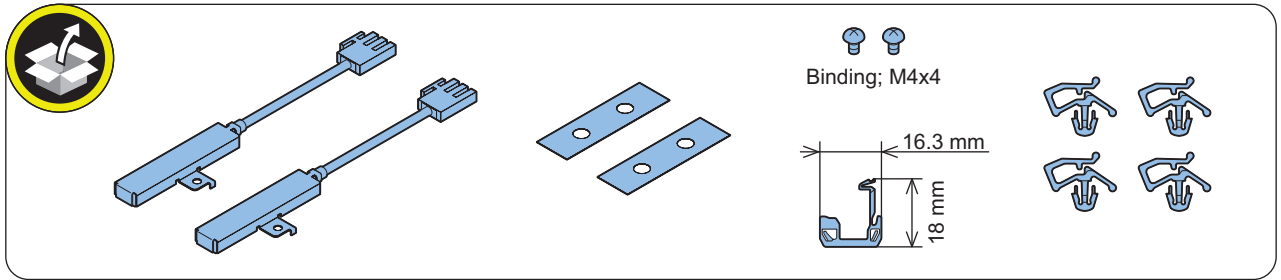
□  
1.

### CAUTION:

- Soiling on the glass surface and the White Plate affects reading. When removing or installing the Copyboard Glass, be sure not to touch the glass surface and/or the White Plate.
- If they are soiled, clean them with lint-free paper.



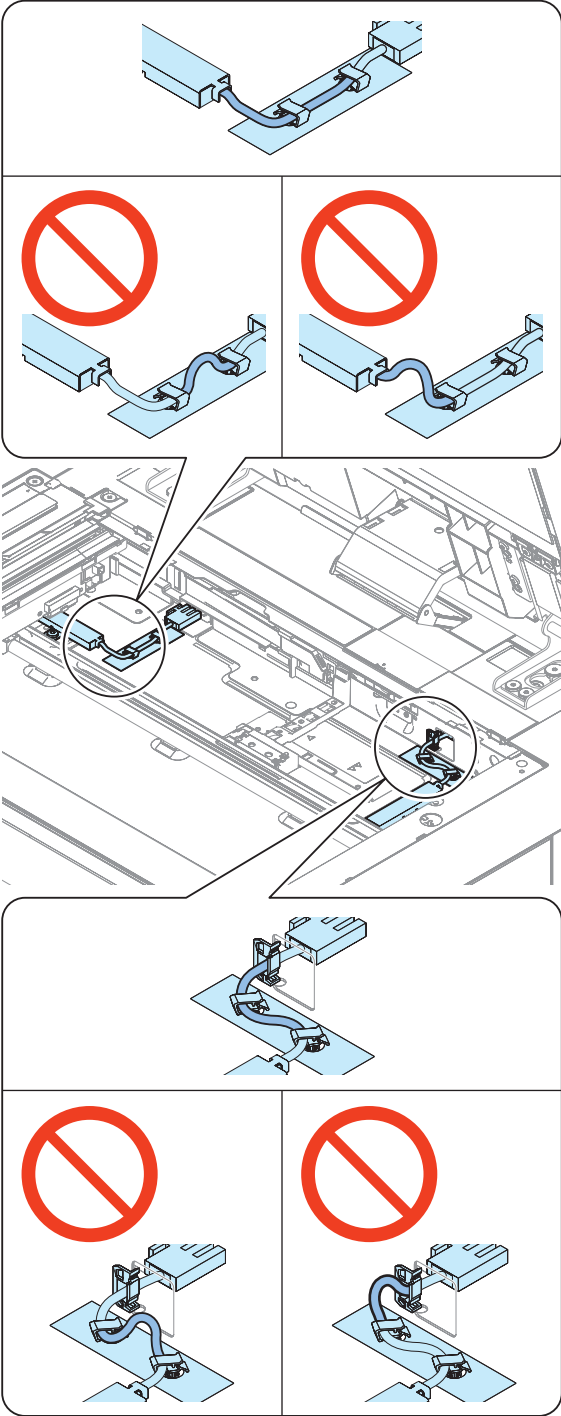
□  
2.



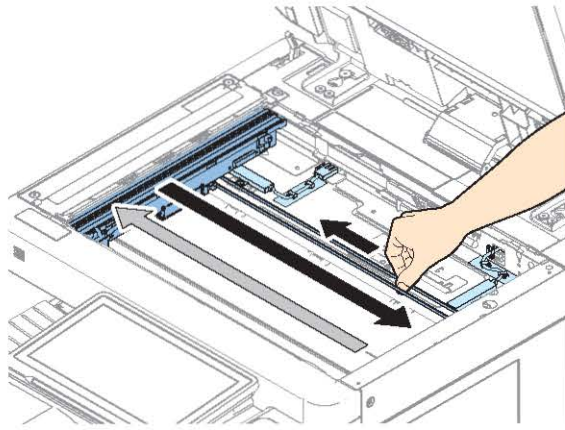
□  
**3.**

**CAUTION:**

Be sure to hold down the Reader Heater Harness because it may interfere with moving of the Scanner Box if it is not connected properly.

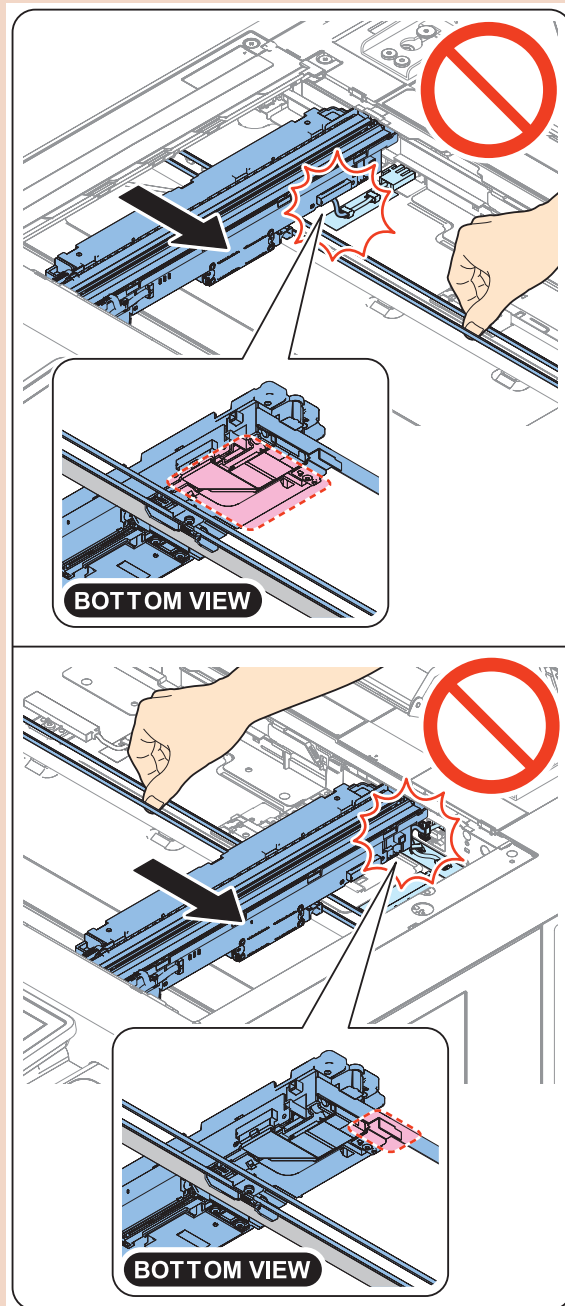


□  
**4.**



**CAUTION:**

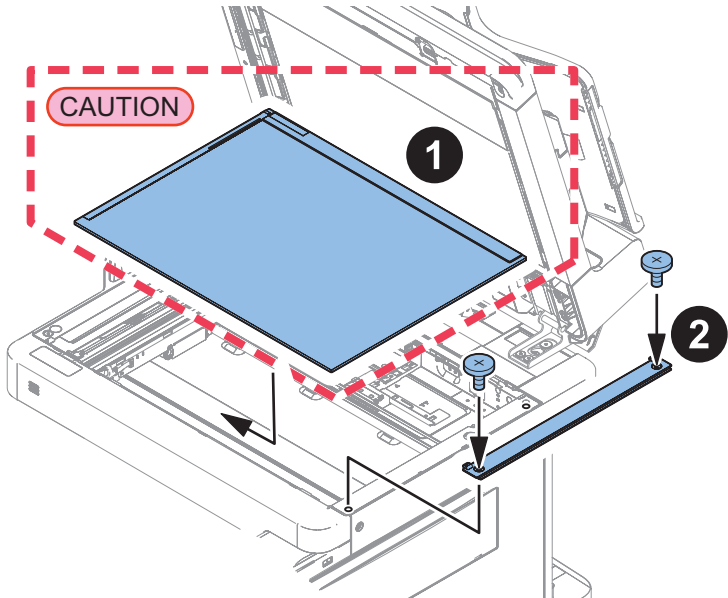
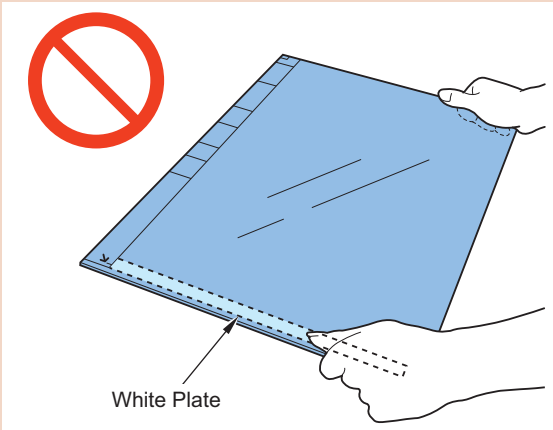
Move the optics box all the way to the right and check that the bottom of the optics box, HP sensor flag plate, do not interfere with the leader heater harness.



□  
**5.**

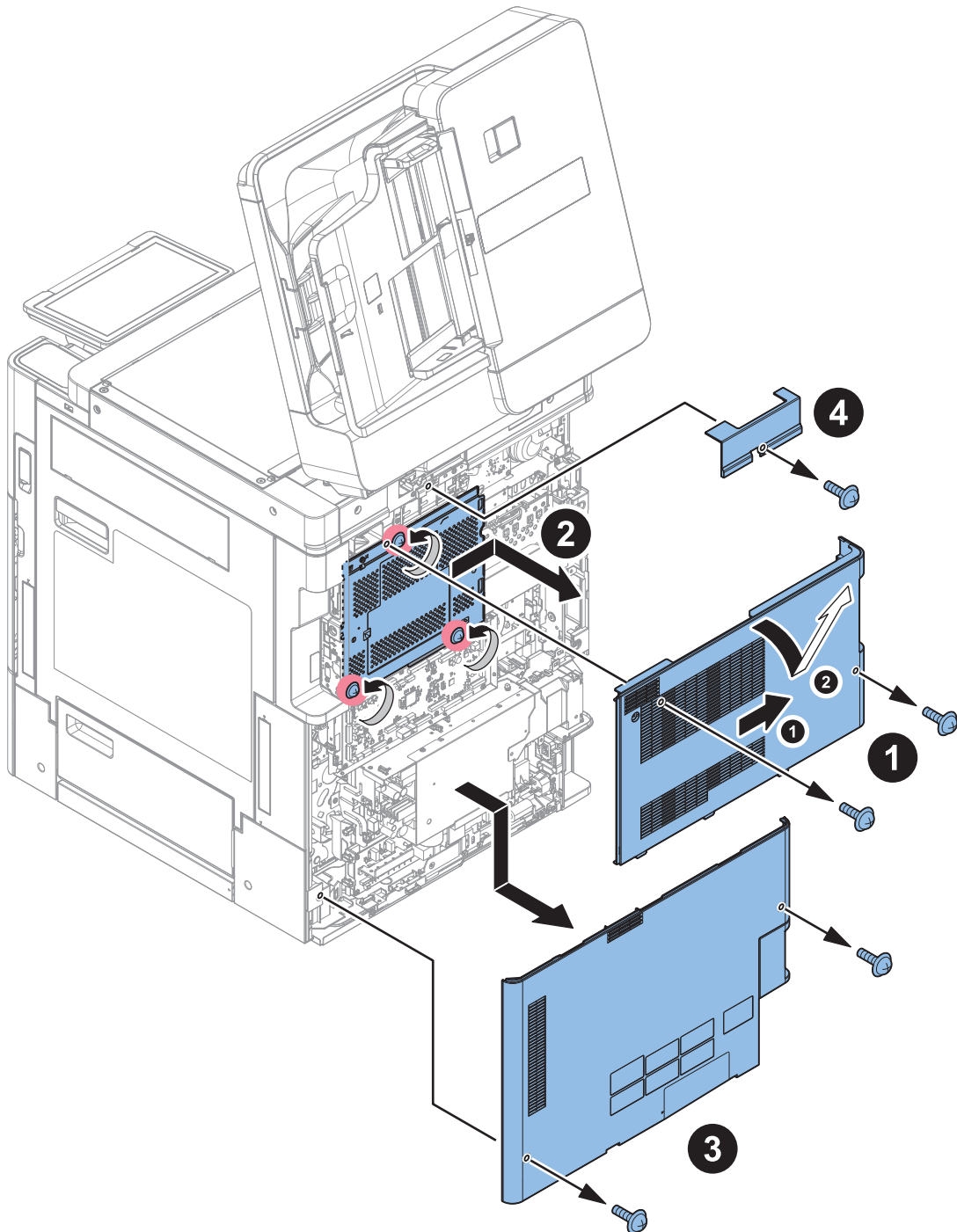
**CAUTION:**

- Soiling on the glass surface and the White Plate affects reading. When removing or installing the Copyboard Glass, be sure not to touch the glass surface and the White Plate.
- If soiling is attached, clean it with lint-free paper.



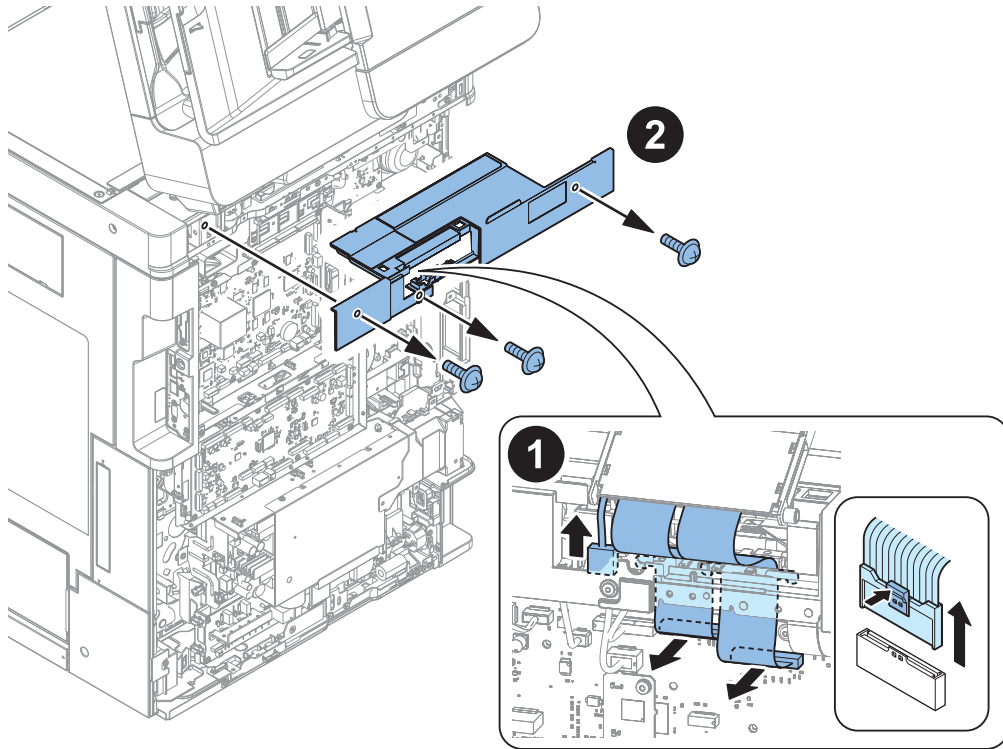
□  
**6.****NOTE:**

In the case of the Reverse ADF, the main controller cover (2) is not removed.

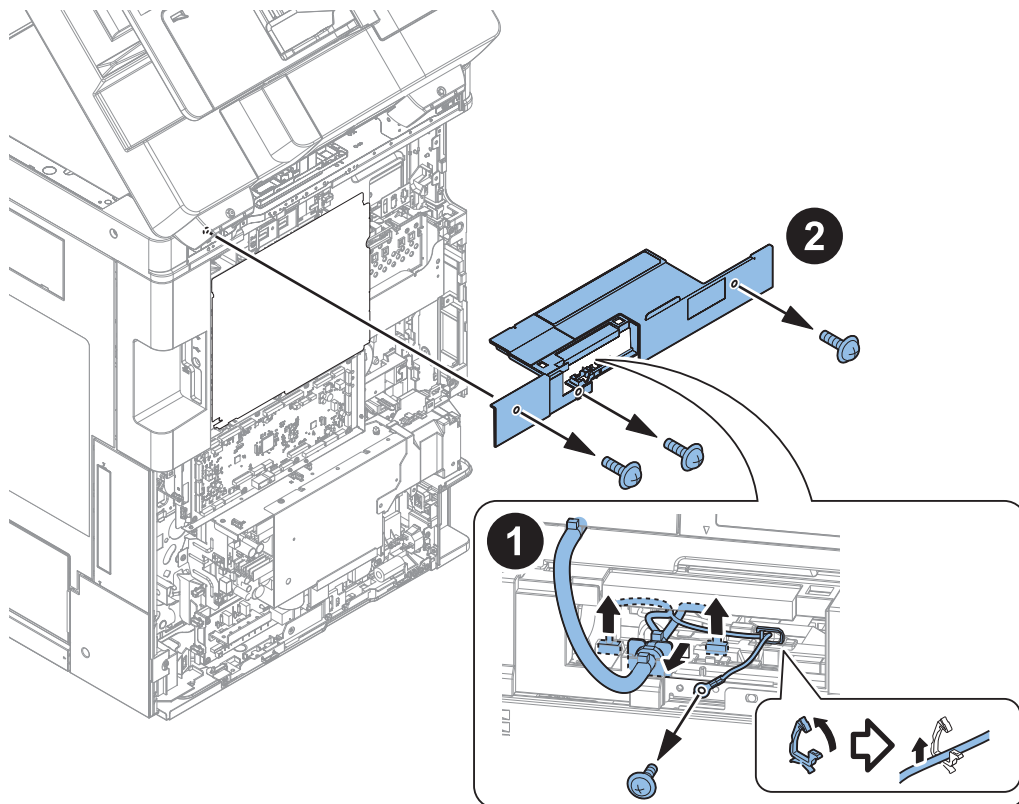


□  
7.

<For the 1-Pass ADF>

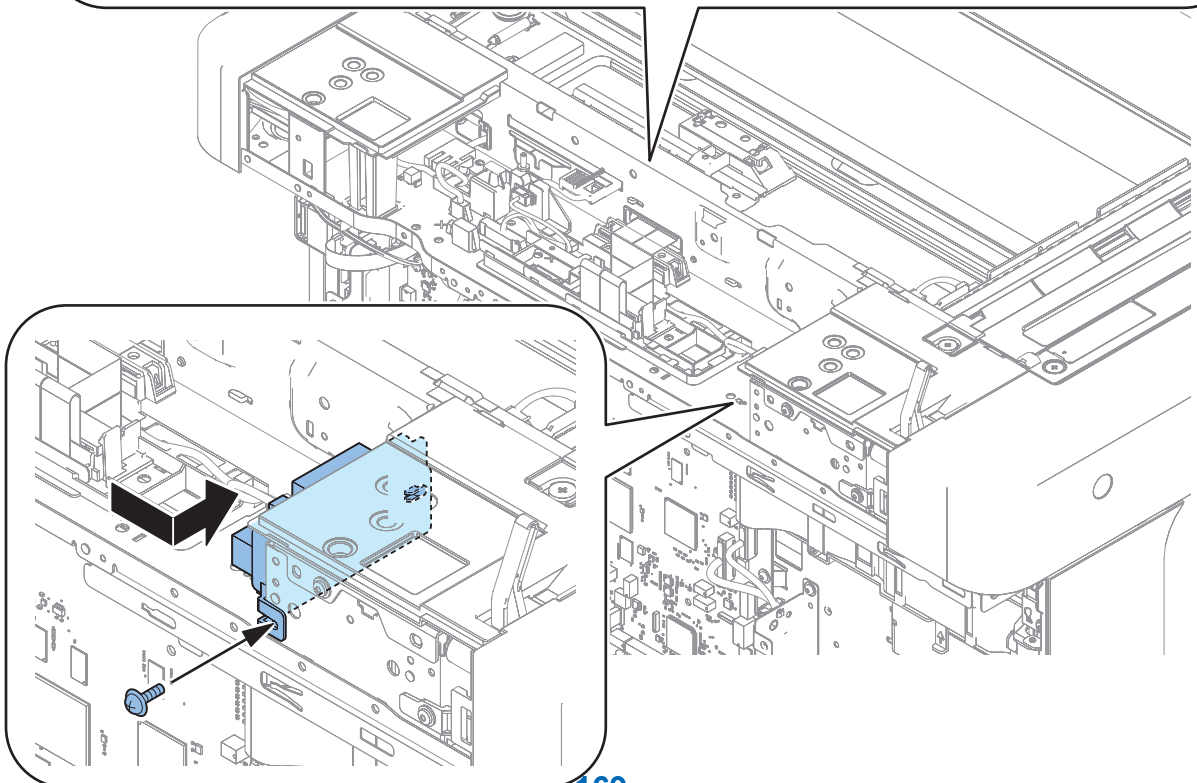
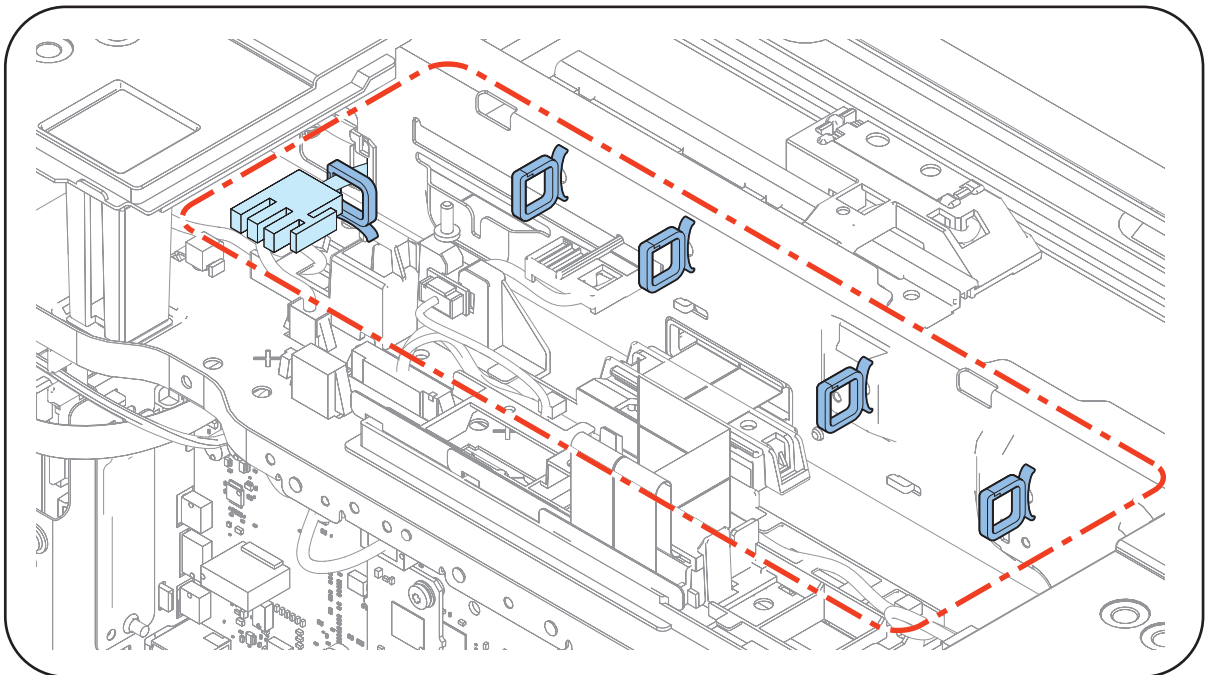
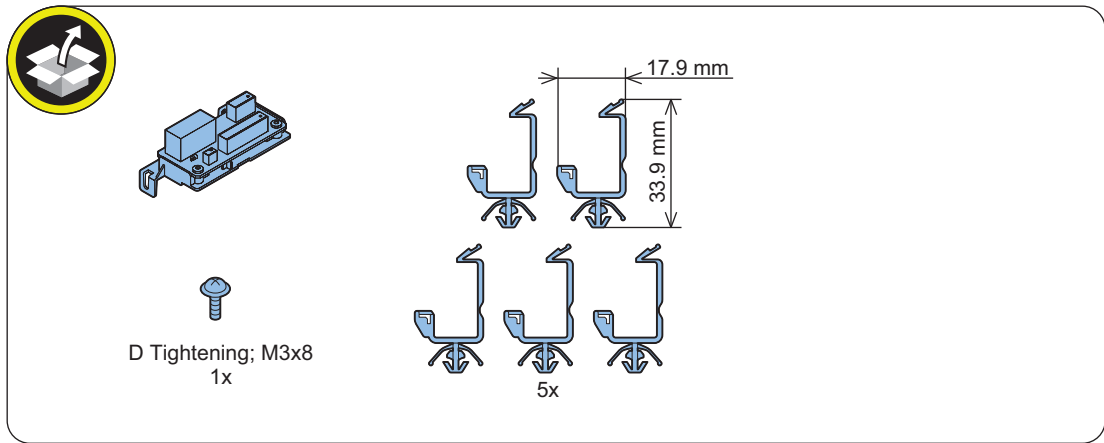


<In the case of the Reverse ADF>

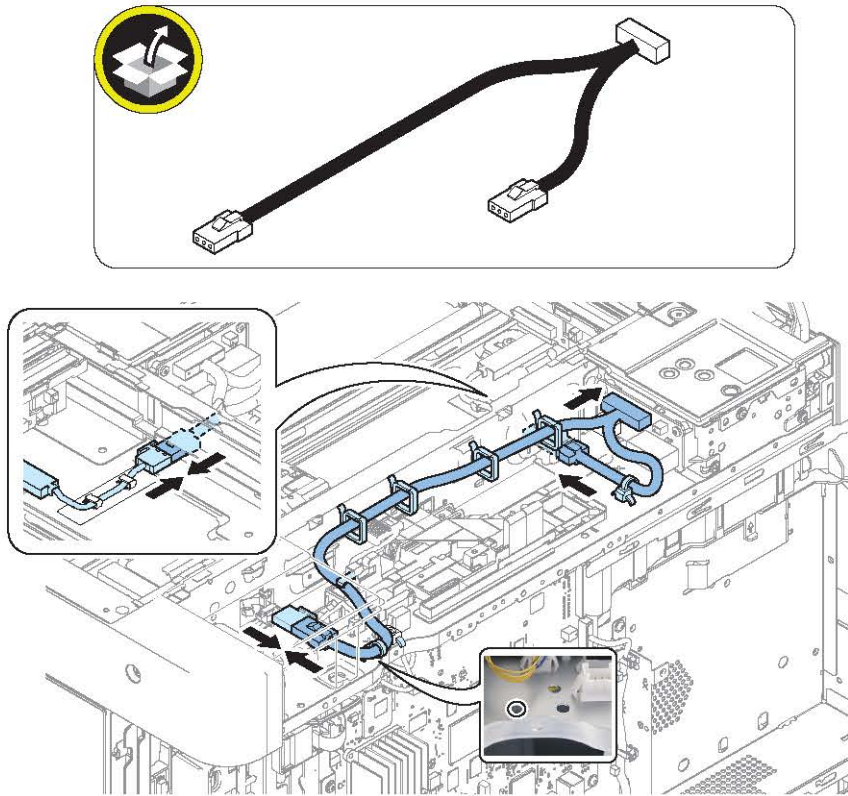




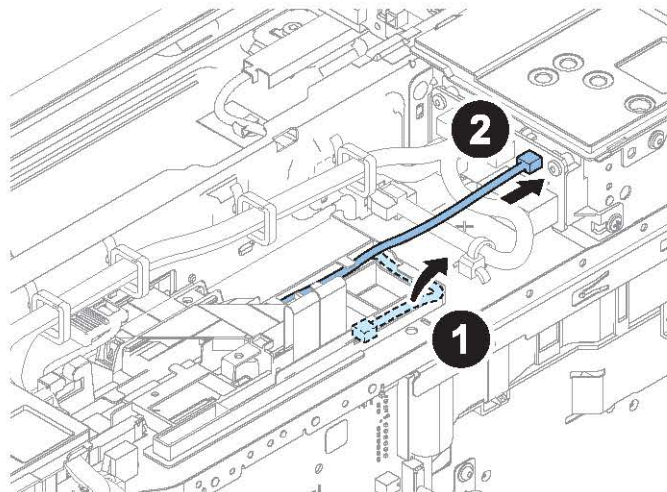
8.



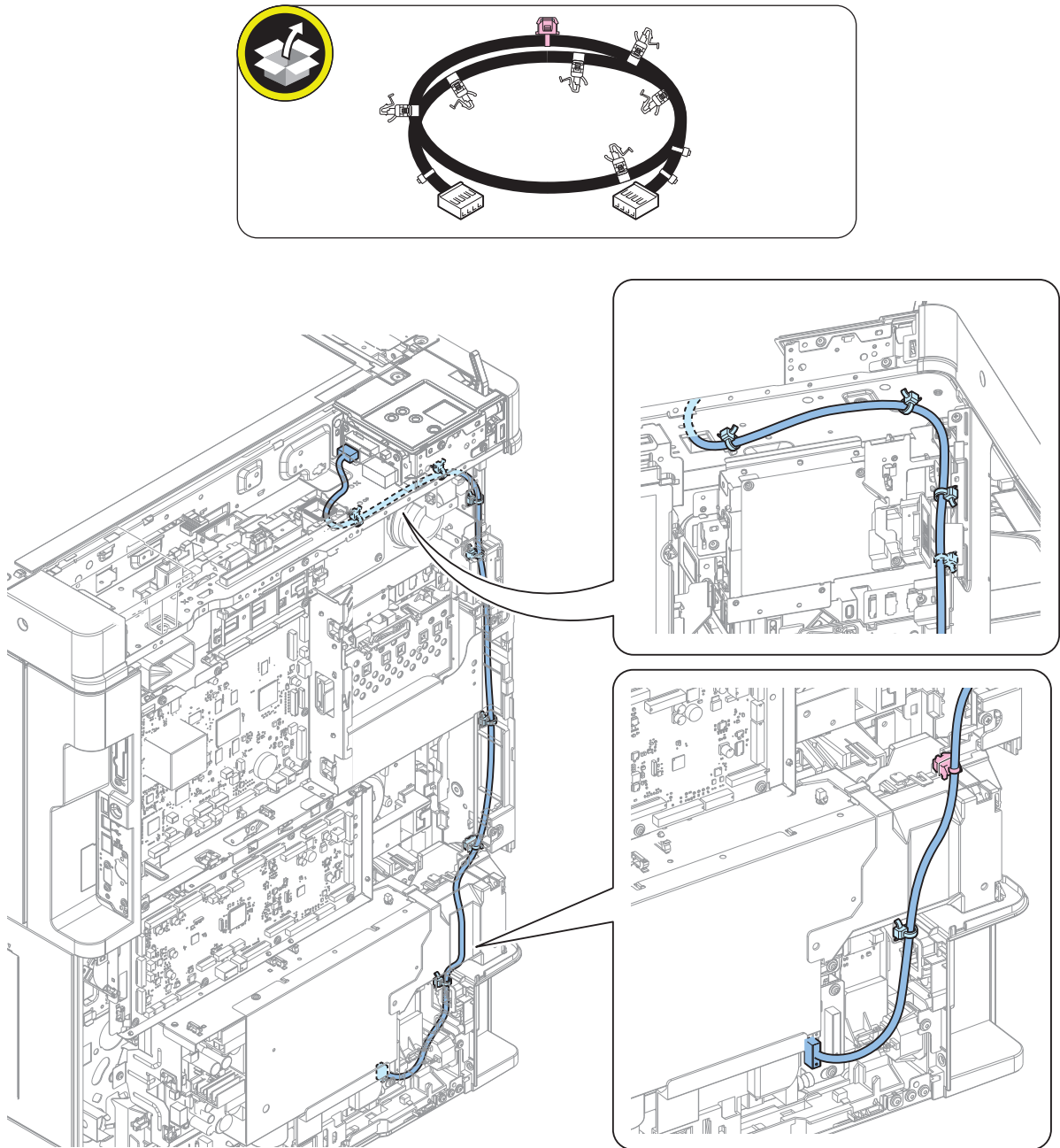
□  
**9.**



□  
**10.**

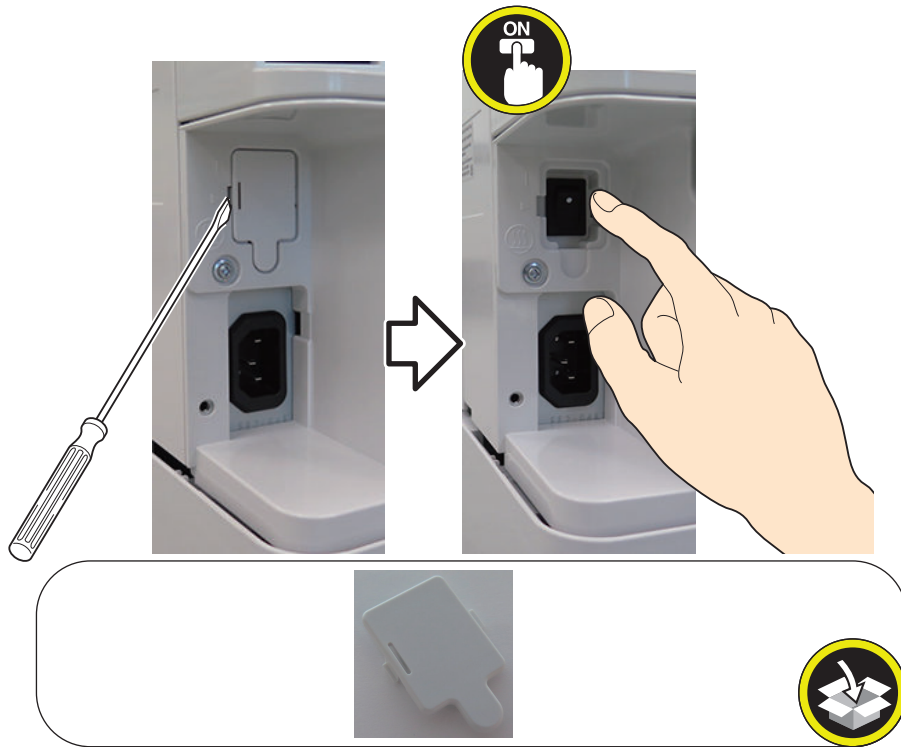


□  
**11.**



□  
**12.** Install the removed cover.

**13.**



**14.** Connect the power plug of the host machine to the power outlet.

**15.** Turn the main power switch ON.

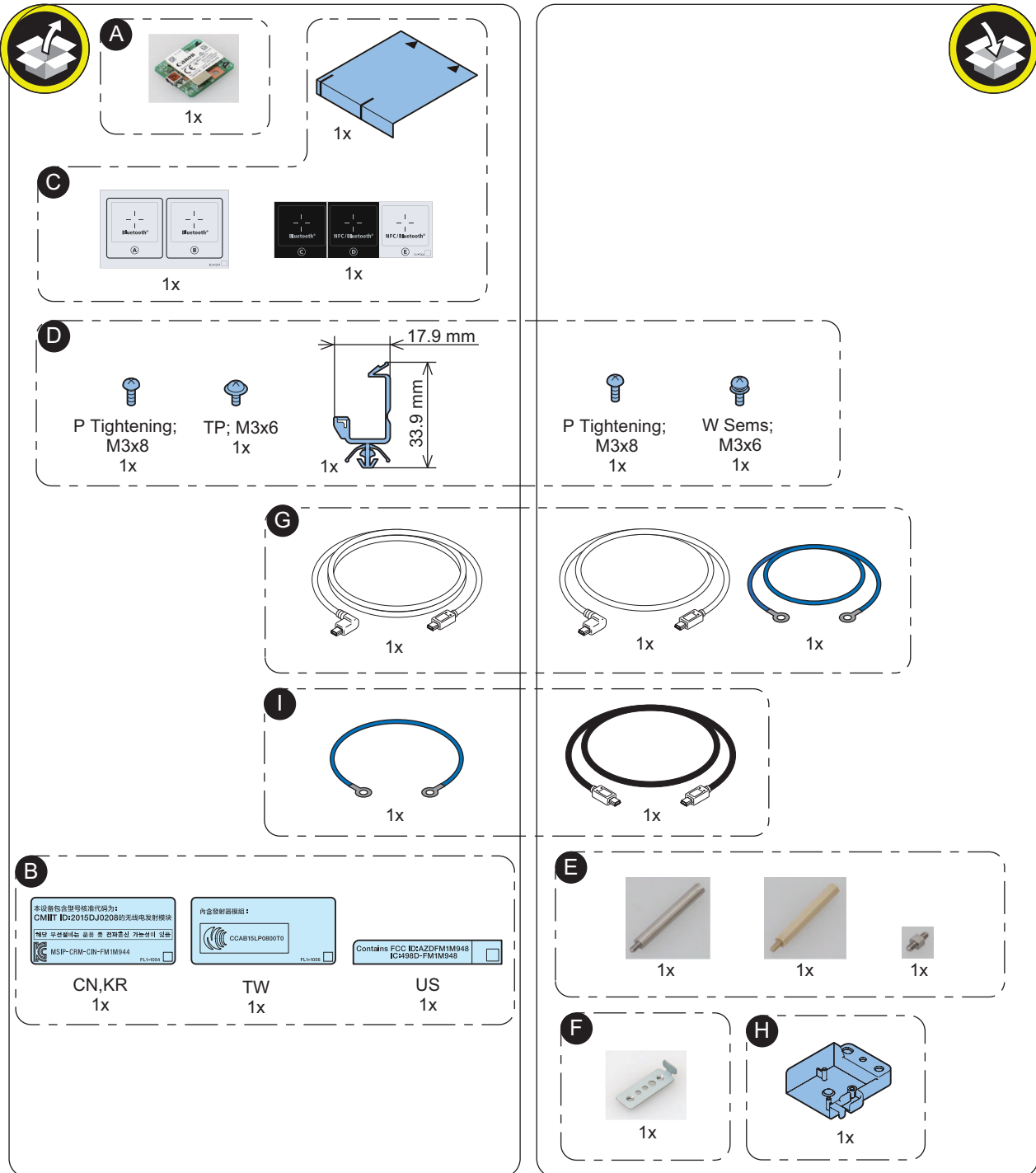
# 4

## Host Machine Options

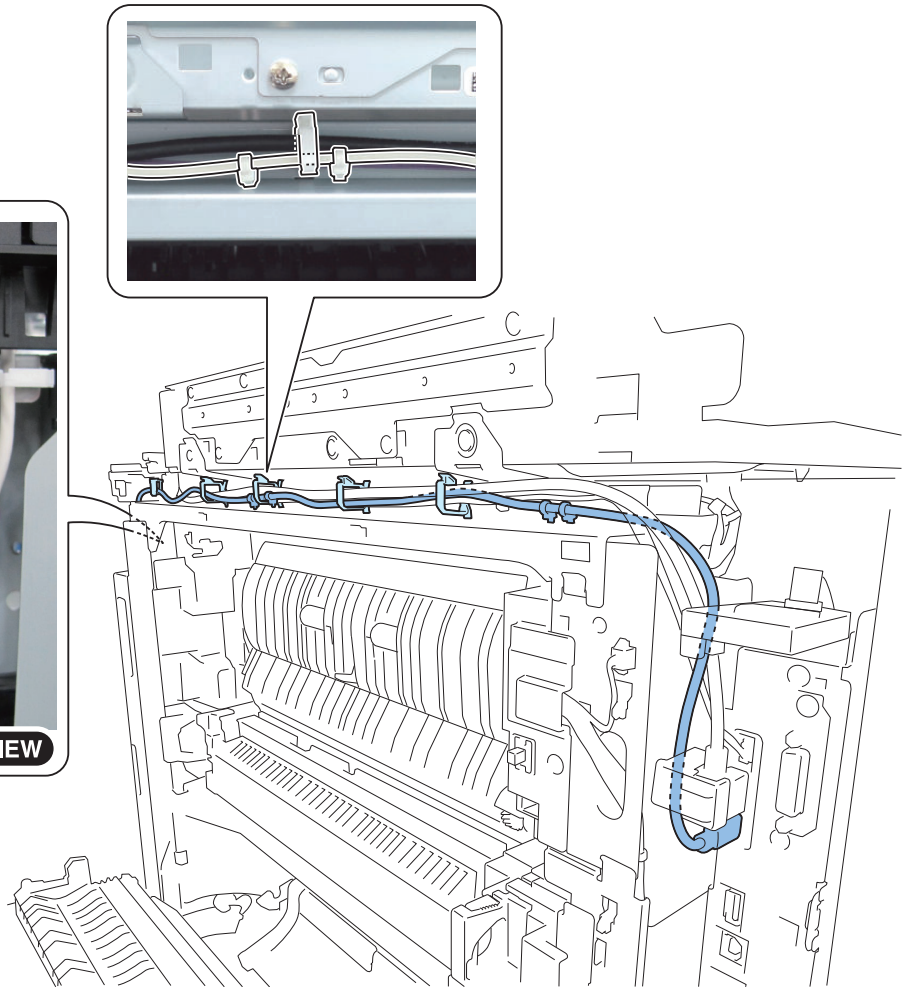
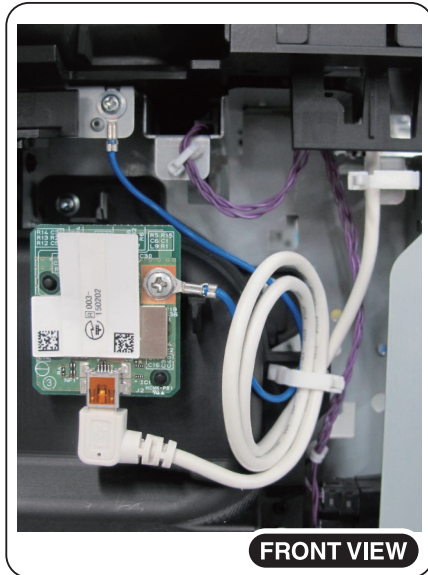
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NFC Kit-E2.....	184
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# Connection Kit-A3 for Bluetooth LE

## Checking the included parts



## Installation Outline Drawing

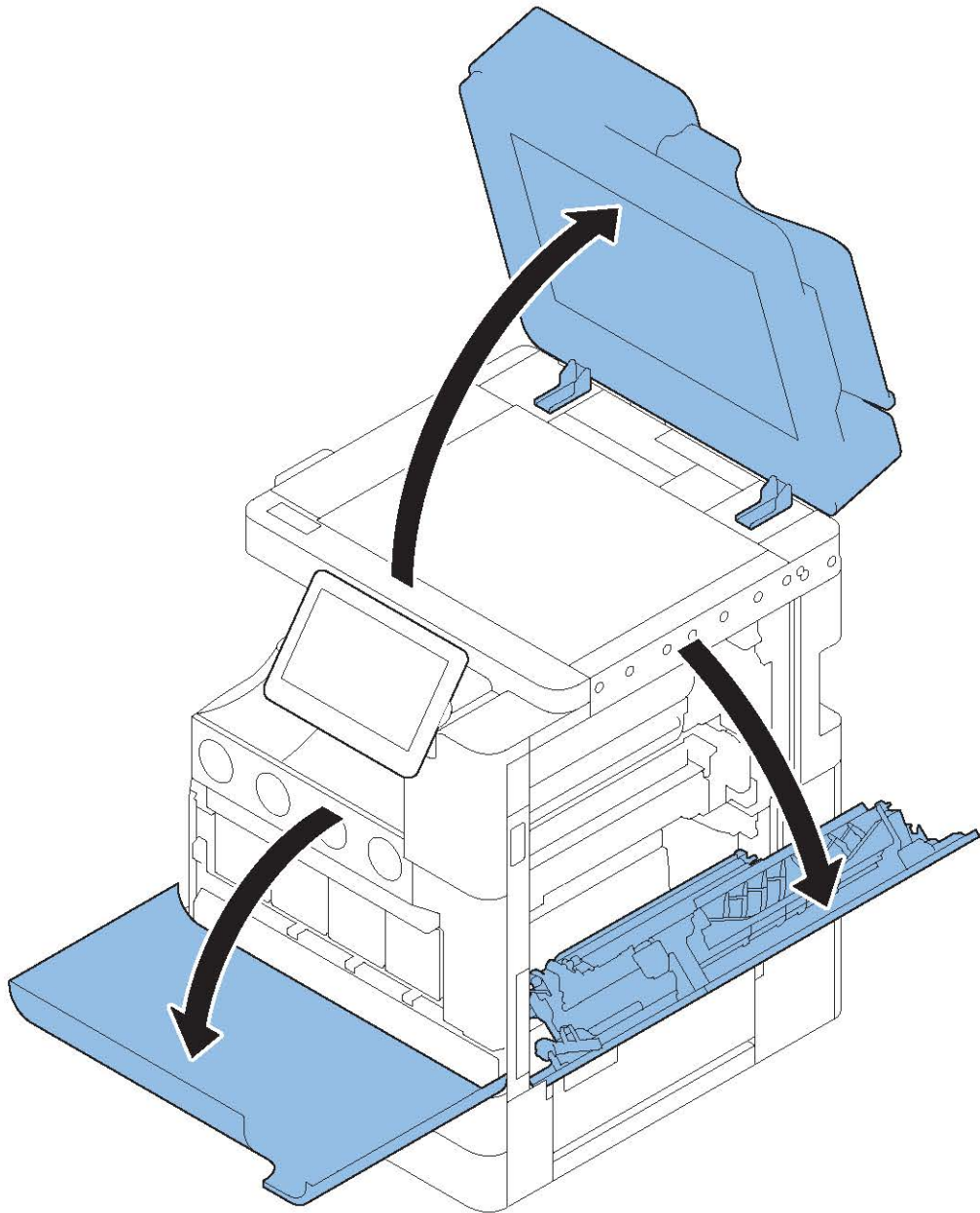


## Points to Note at Installation

- When installing the Connection Kit for Bluetooth LE and the NFC Kit at the same time, be sure to install the Connection Kit for Bluetooth LE first.

## ● Removing the Covers

□  
**1.**

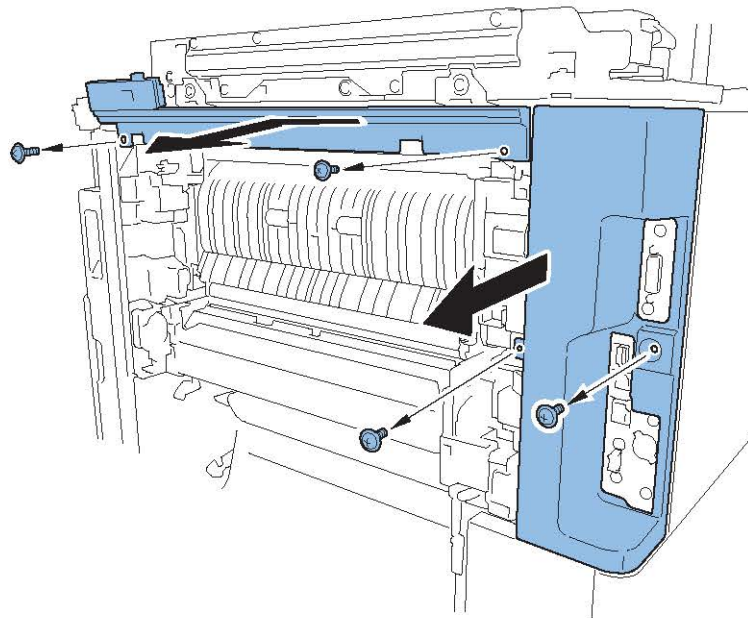




□  
**2.**



□  
**3.**

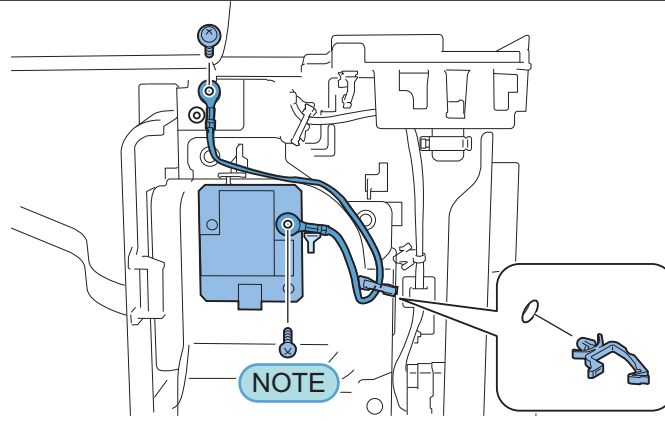
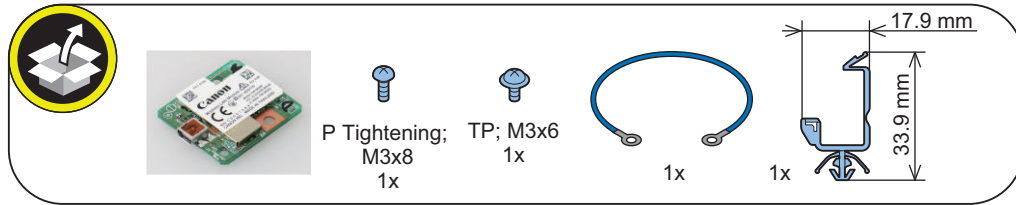


## Connection Kit-A3 for Bluetooth LE

□  
1.

### NOTE:

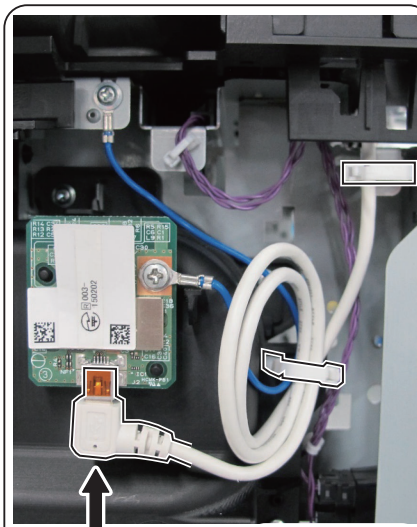
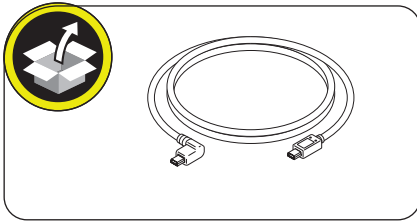
- To be fastened together with the Board
- Use P Tight Screw.



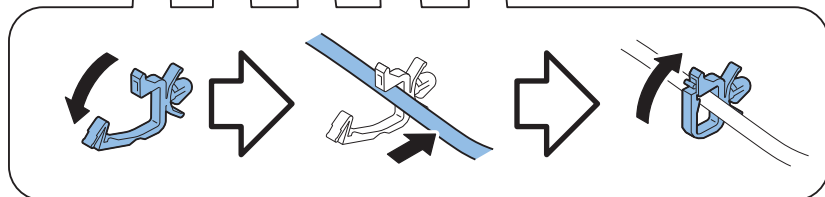
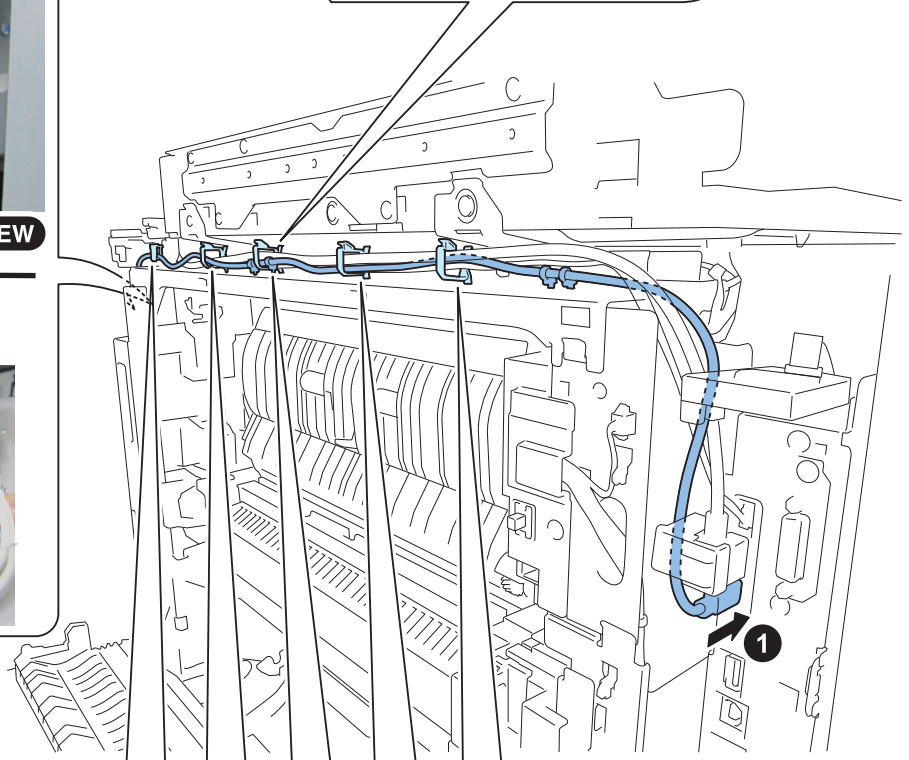
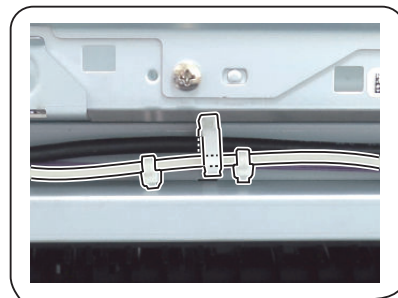
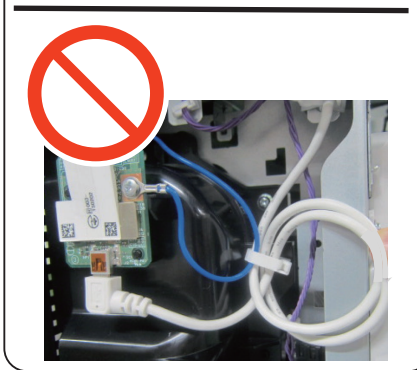
□  
2.

**NOTE:**

The Cable process forms an even loop and fixes the Wire saddle in three turns as shown.

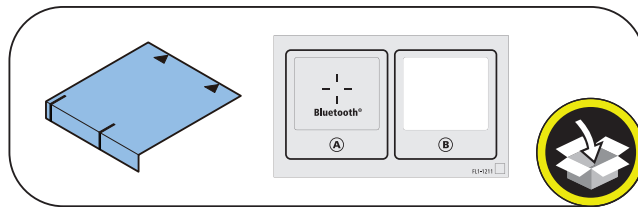
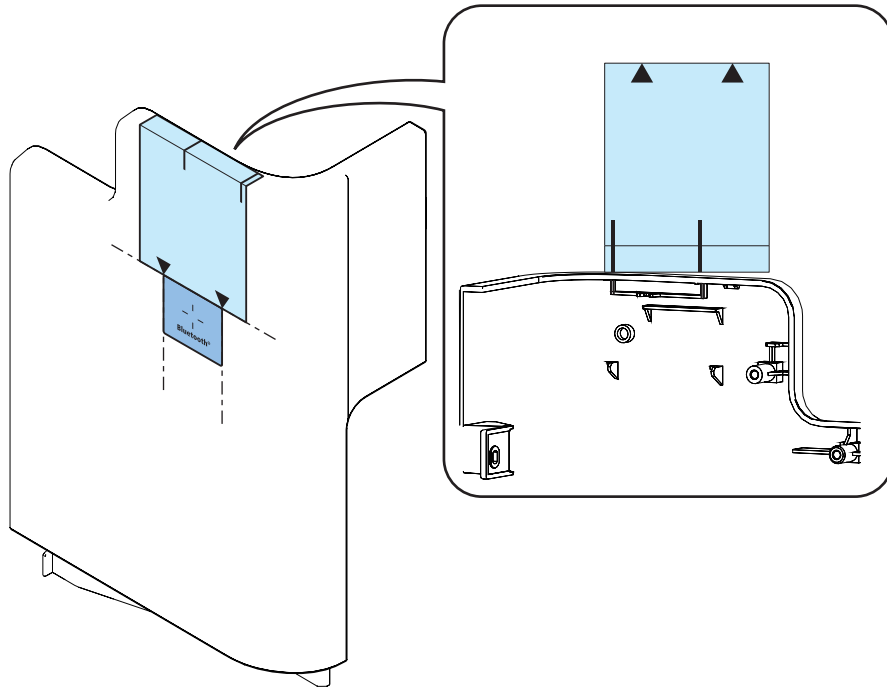
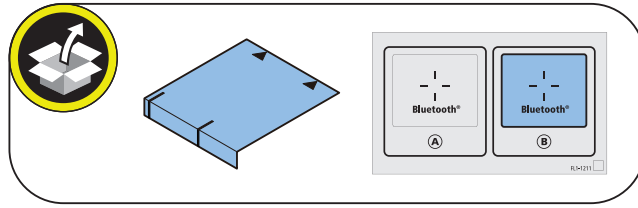


**FRONT VIEW**



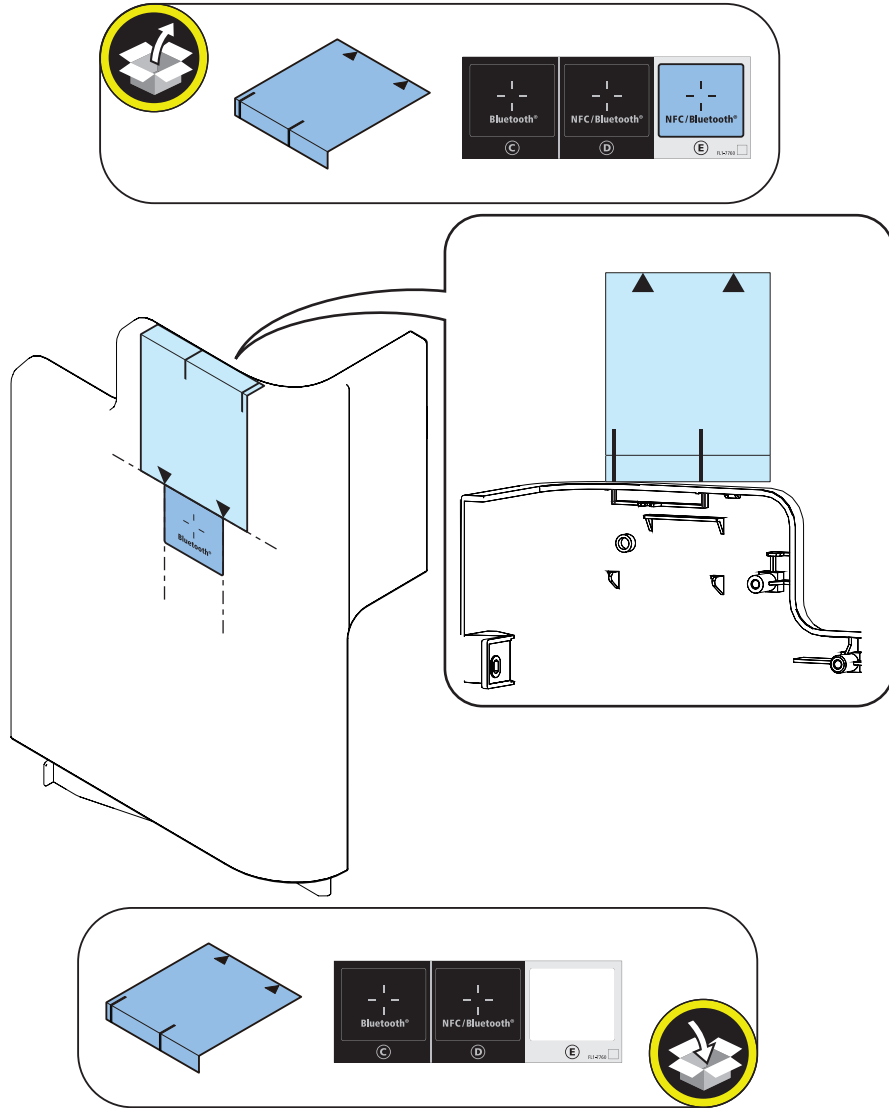
□  
**3.**

<For Connection Kit for Bluetooth LE Only>



□  
4.

<When installing with the NFC Kit at the same time>

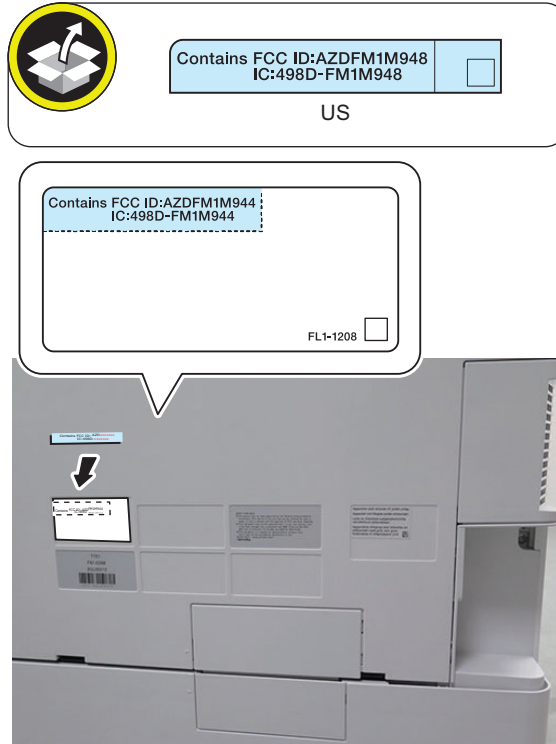


□  
5.

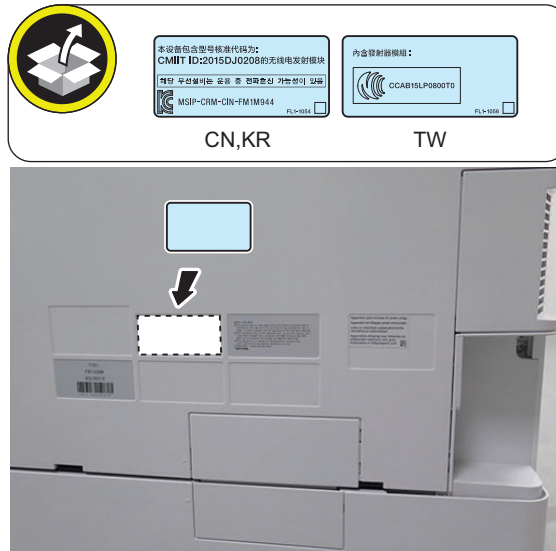
**NOTE:**

In countries other than the following countries, it is not necessary to affix the Approval Label.

< For US >



< For KR, and TW >



□  
6.

Install the Cover removed in the previous step

## Setting after Installation



1. Connect the power plug of the host machine to the outlet.
2. Turn ON the main power switch.
3. Enter service mode, and set the value to "1".  
COPIER >FUNCTION > INSTALL > BLE-USE

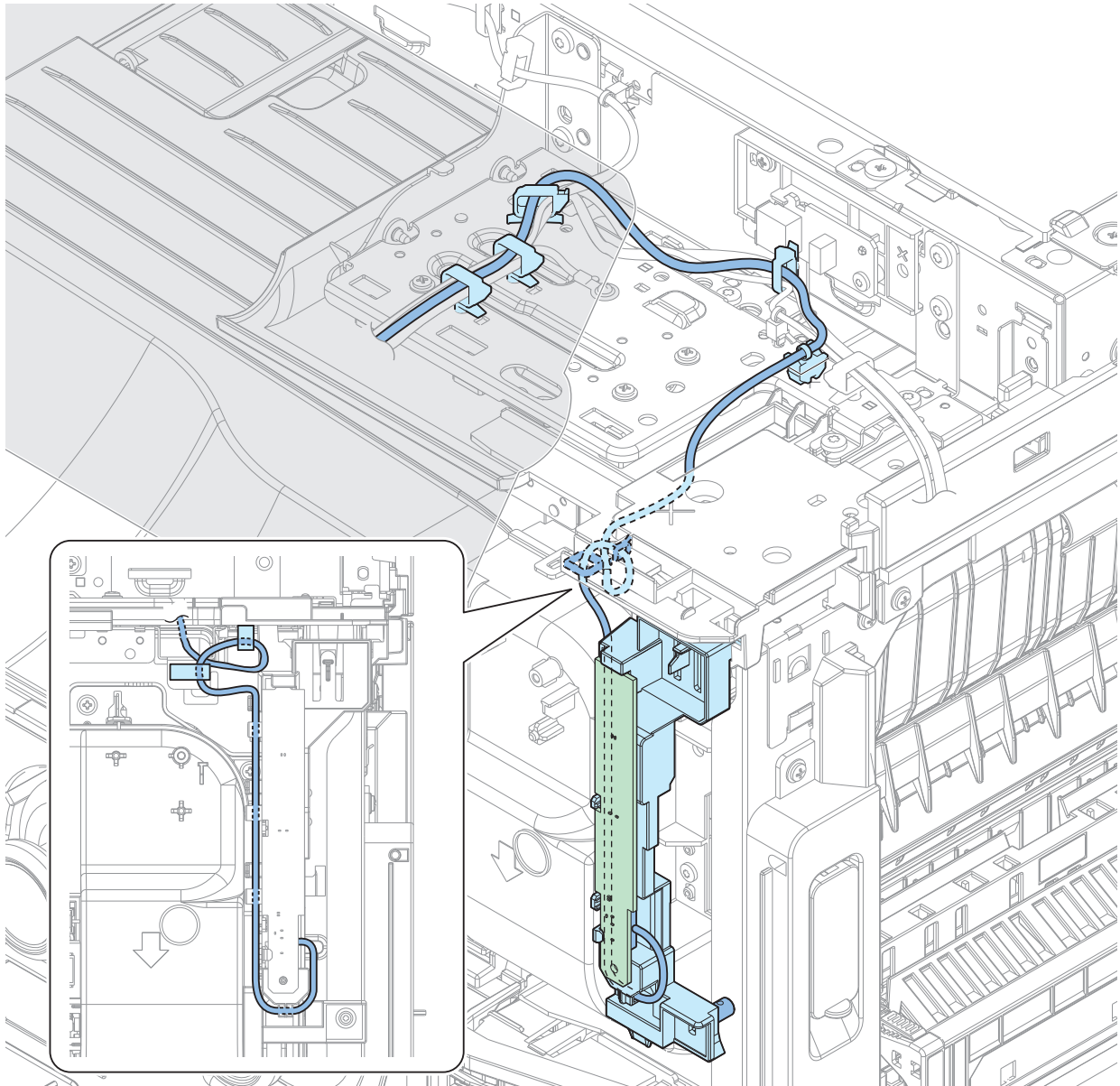
**NOTE:**

When [System Manager Information Settings] is set, it is required to log in as a system manager in accordance with instructions of the user administrator.

4. Select [Settings/Registration] > [Preferences] > [Network] > [Confirm Network Connection Setting Changes], and set the item [ON].
5. Select [Settings/Registration] > [Preferences] > [Network] > [Bluetooth Settings] > [Use Bluetooth] > [ON].
6. The message "Perform Apply Setting Changes from Settings/Registration" appears at the bottom of the Touch Panel Display.
7. Press [Settings/Registration] > [Apply Setting Changes] > [Yes].

## NFC Kit-E2

### Installation Outline Drawing



### Points to Note at Installation

- Do not touch the sensor and PCB components of the Control panel.
- When installing the Connection Kit for Bluetooth LE and the NFC Kit at the same time, be sure to install the Connection Kit for Bluetooth LE first.



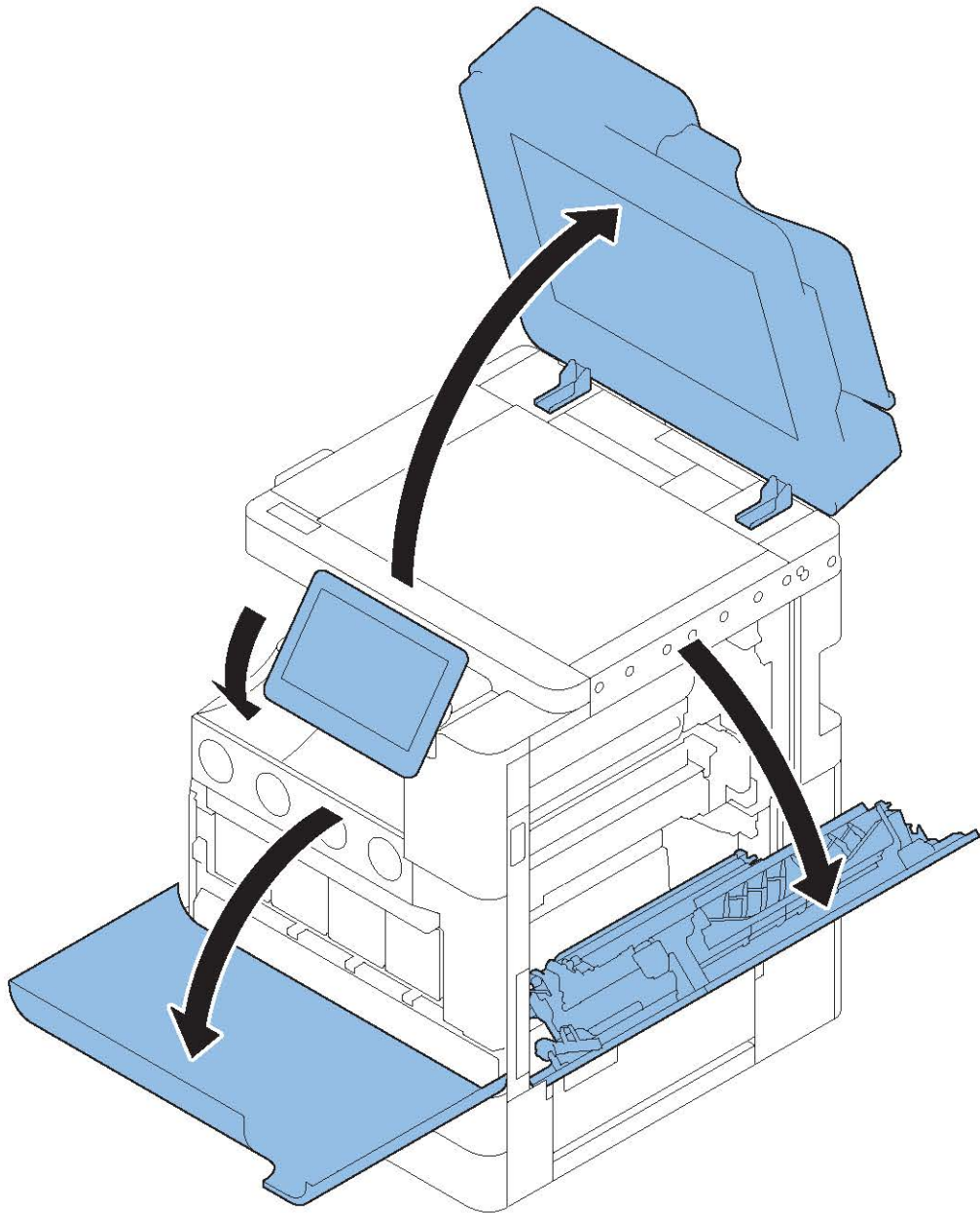
## Checking the included parts



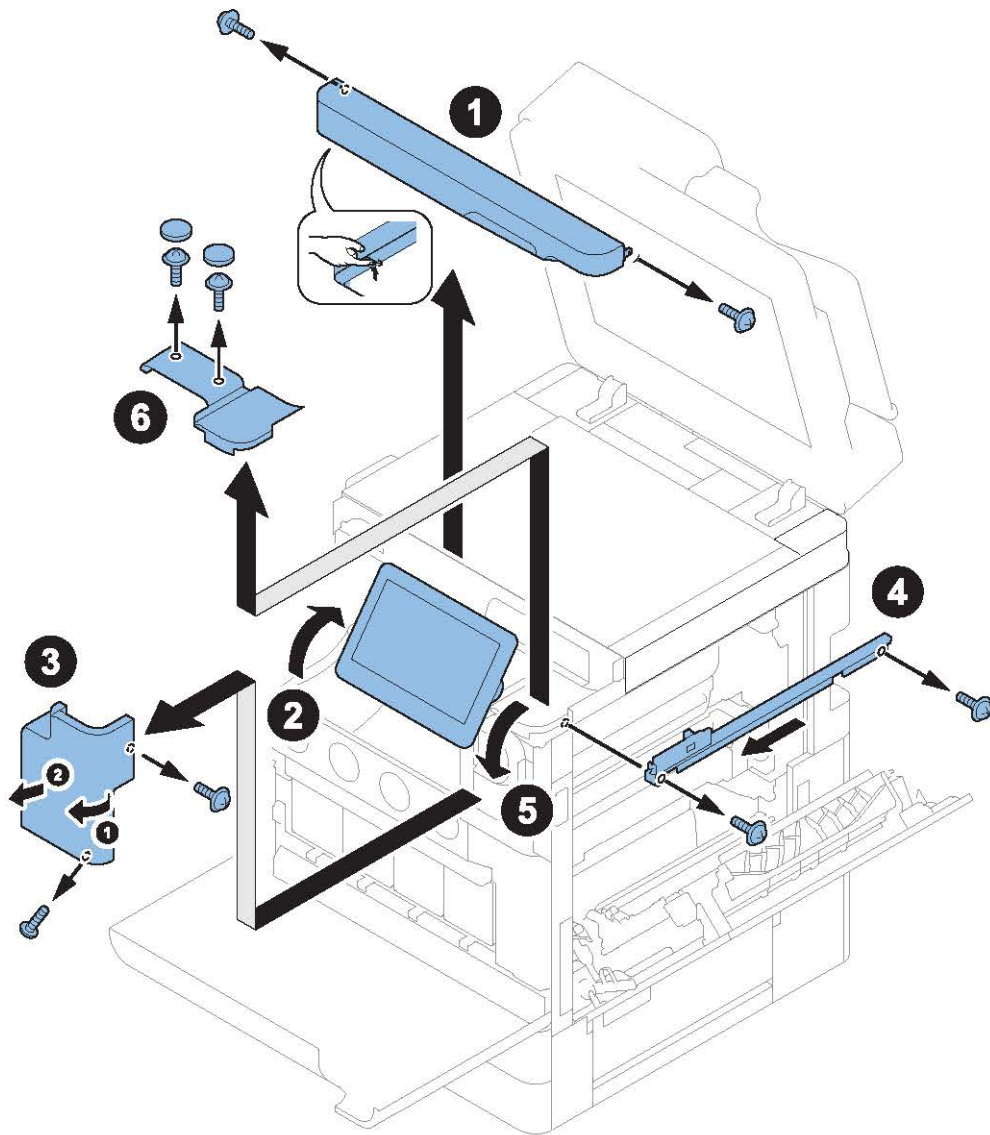
<Others>  
Guides are included

## ● Removing the Covers

□  
**1.**

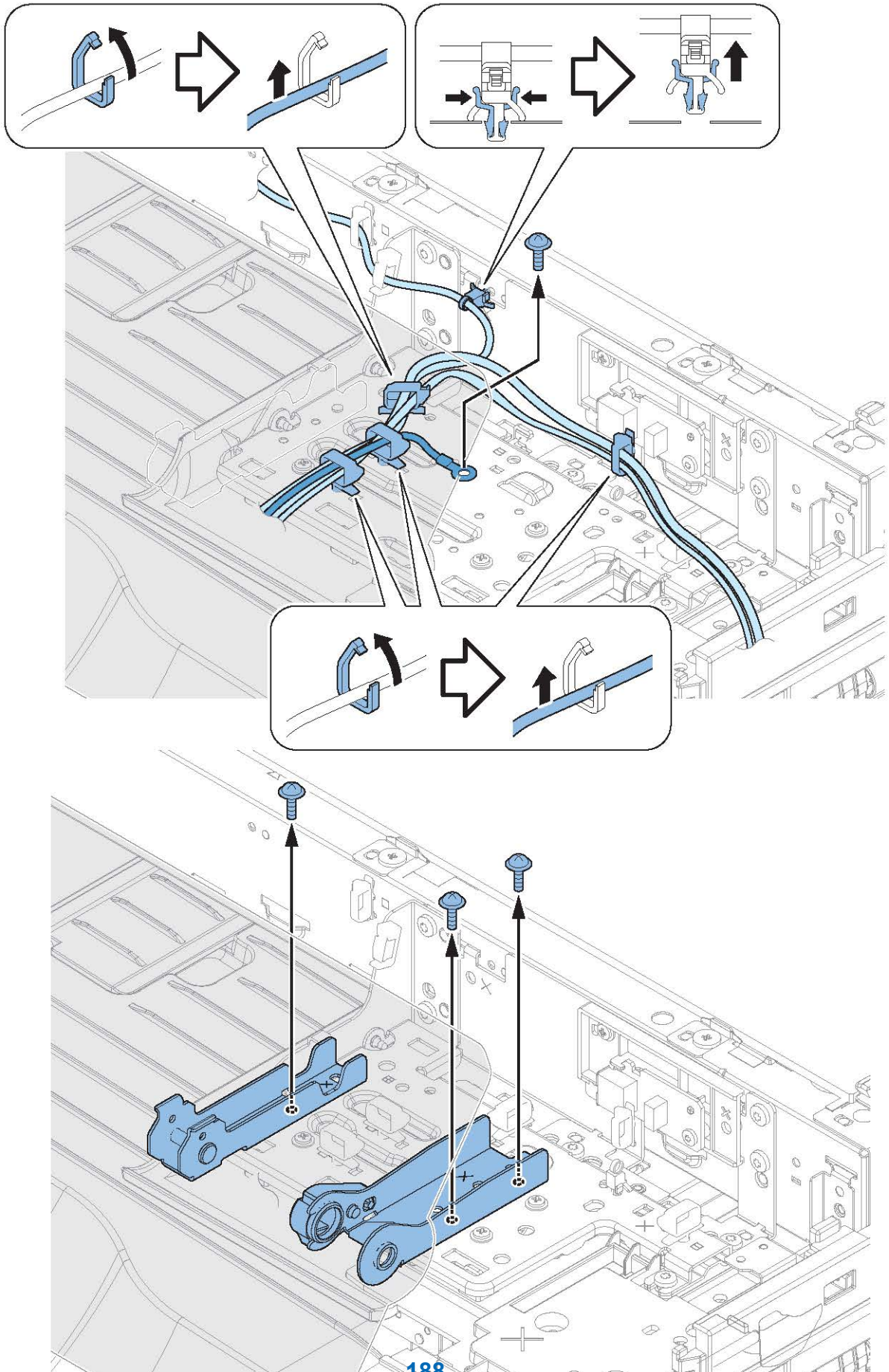


□  
2.

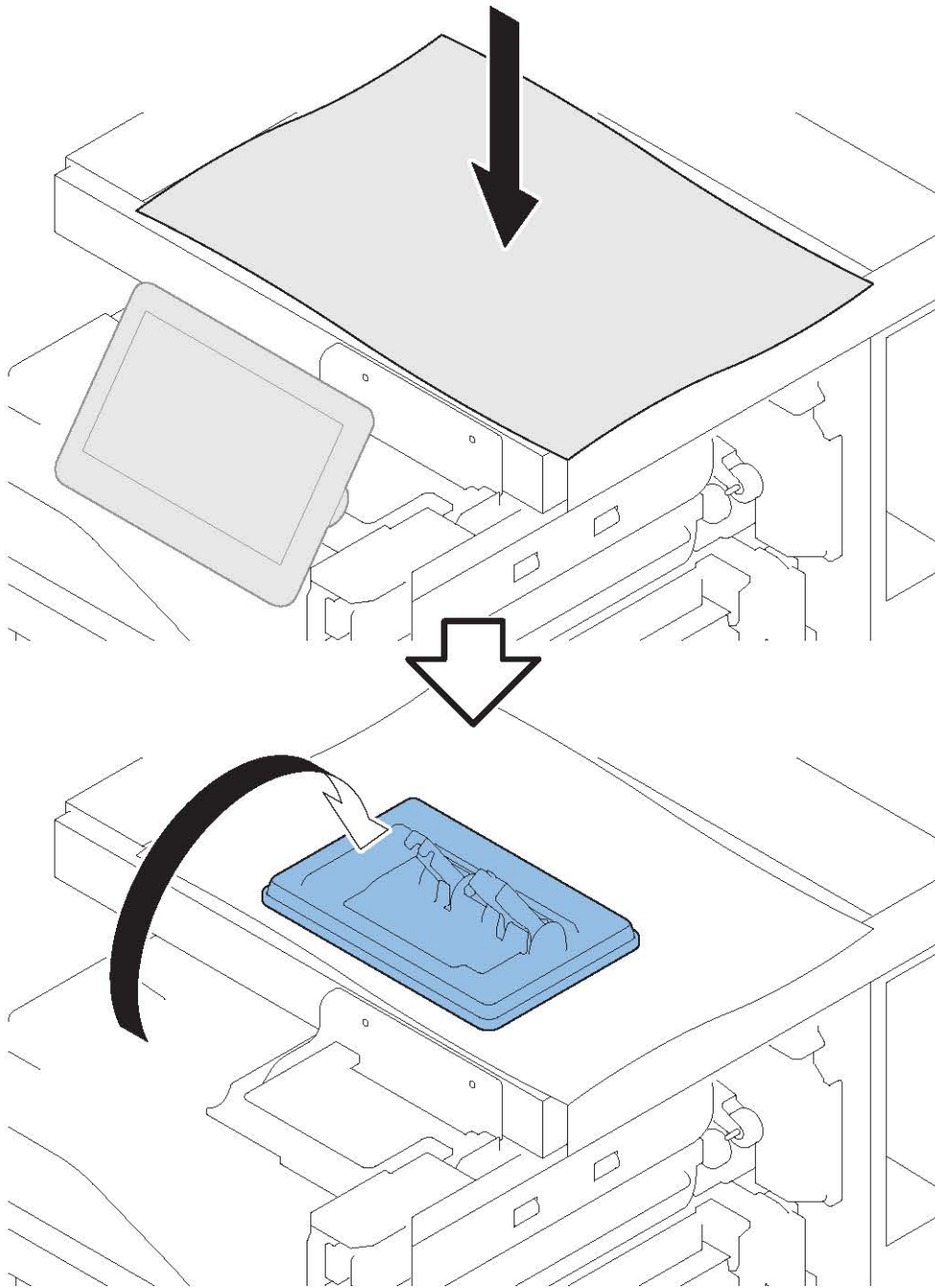


## ● Removing the Control Panel

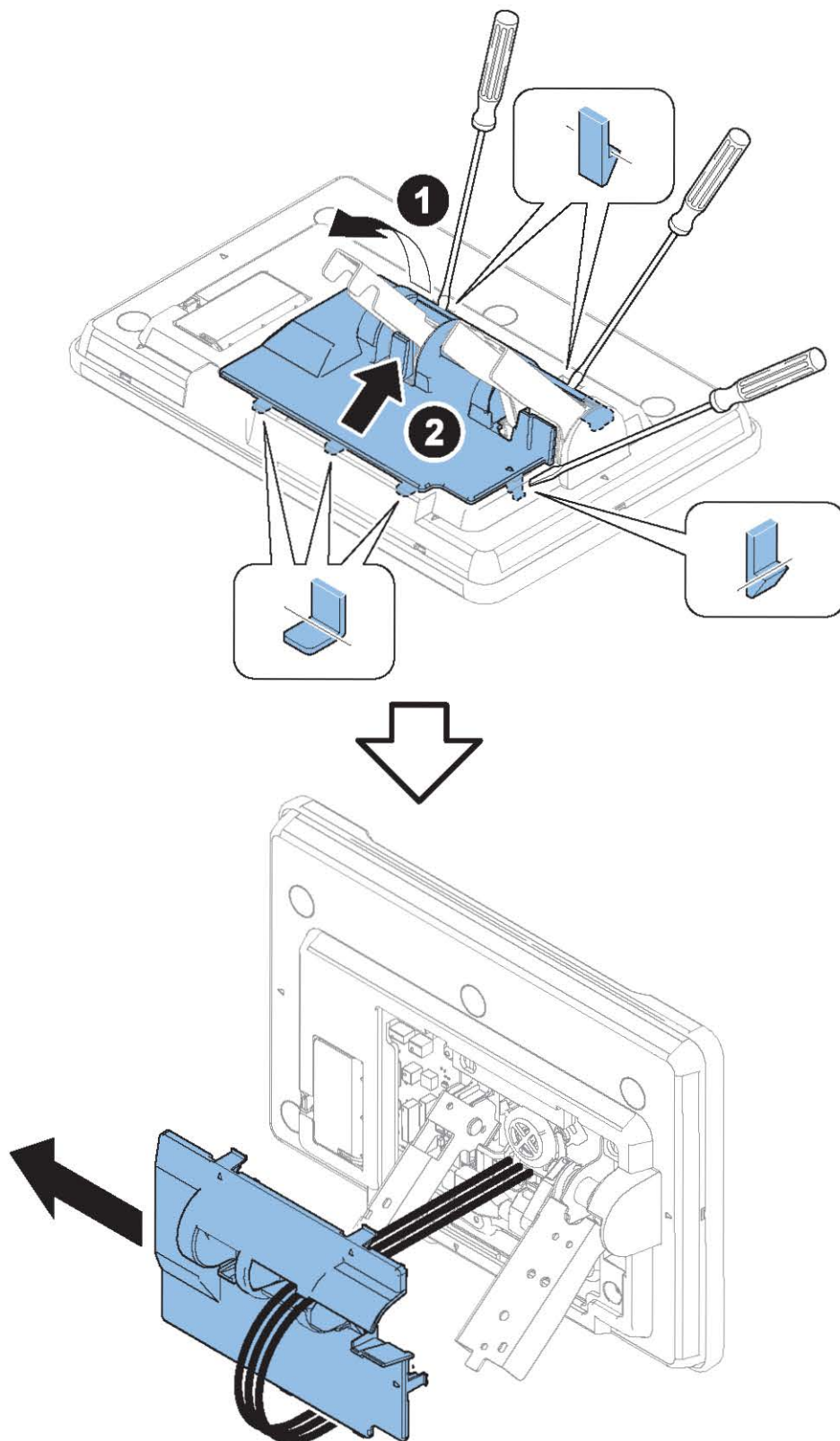
□  
1.



□  
**2.**

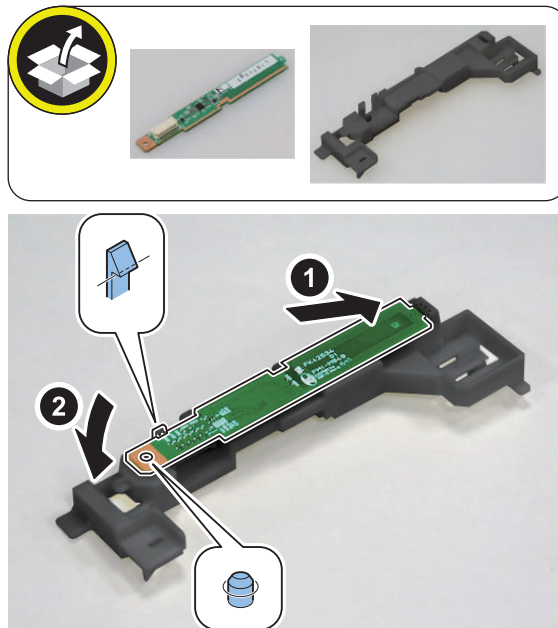


□  
**3.**

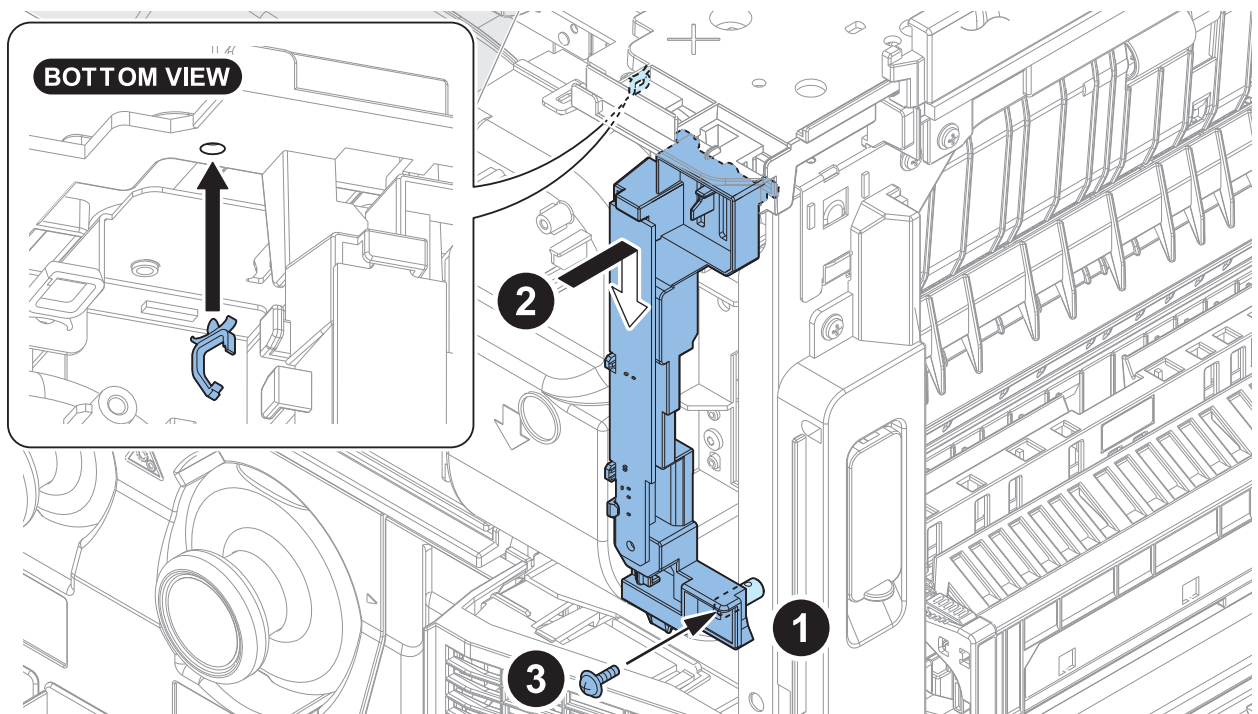
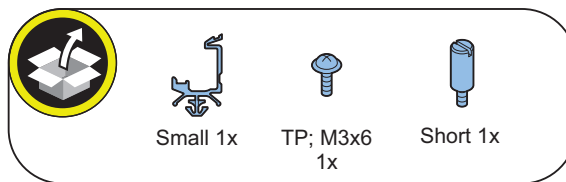


## Installing the NFC Kit

□  
**1.**



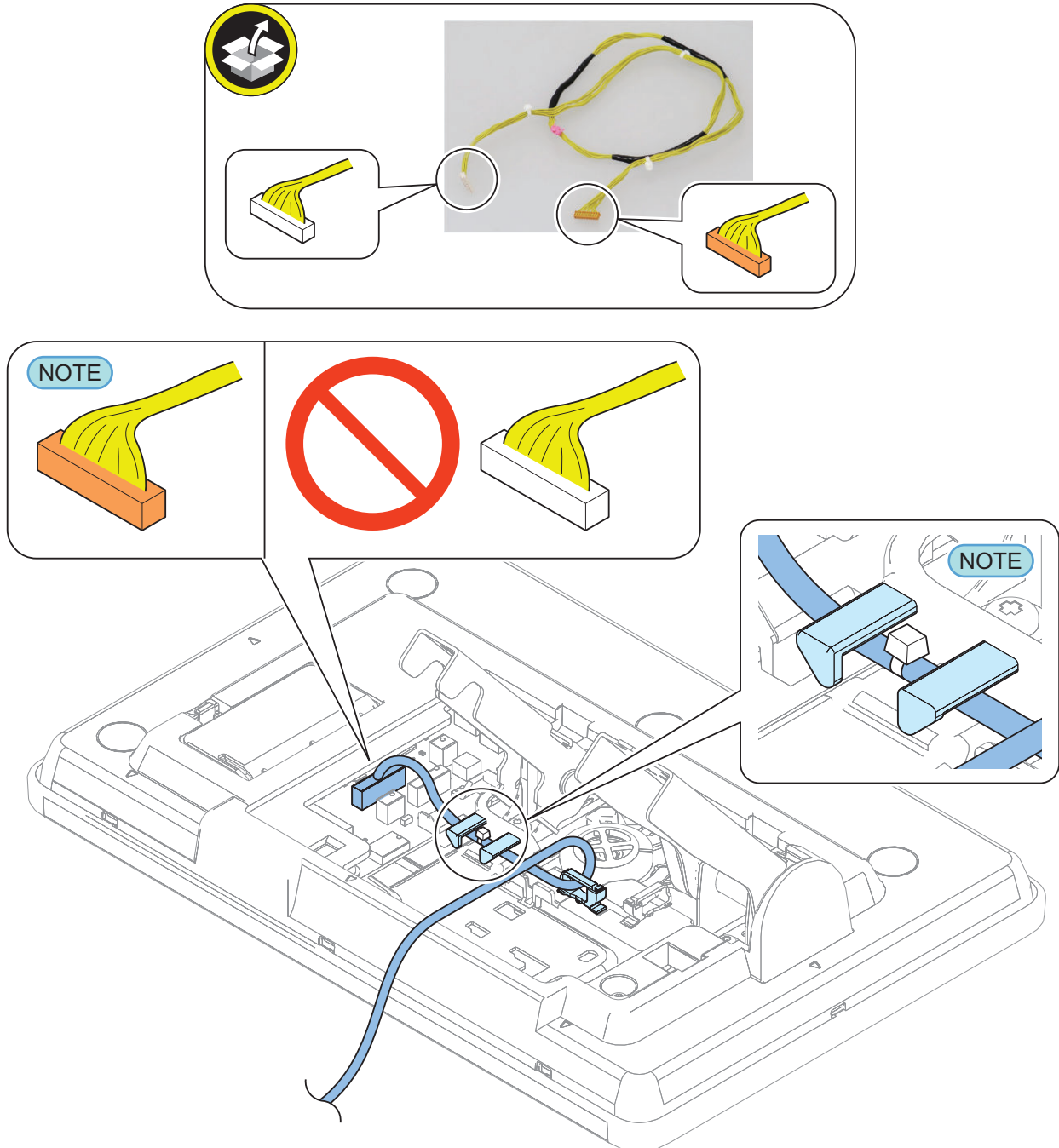
□  
**2.**



□  
3.

**NOTE:**

- Connect the orange colored connector.
- Be sure to fix the Harness Band at the position in the below figure.



□  
4. Install the Control Panel.

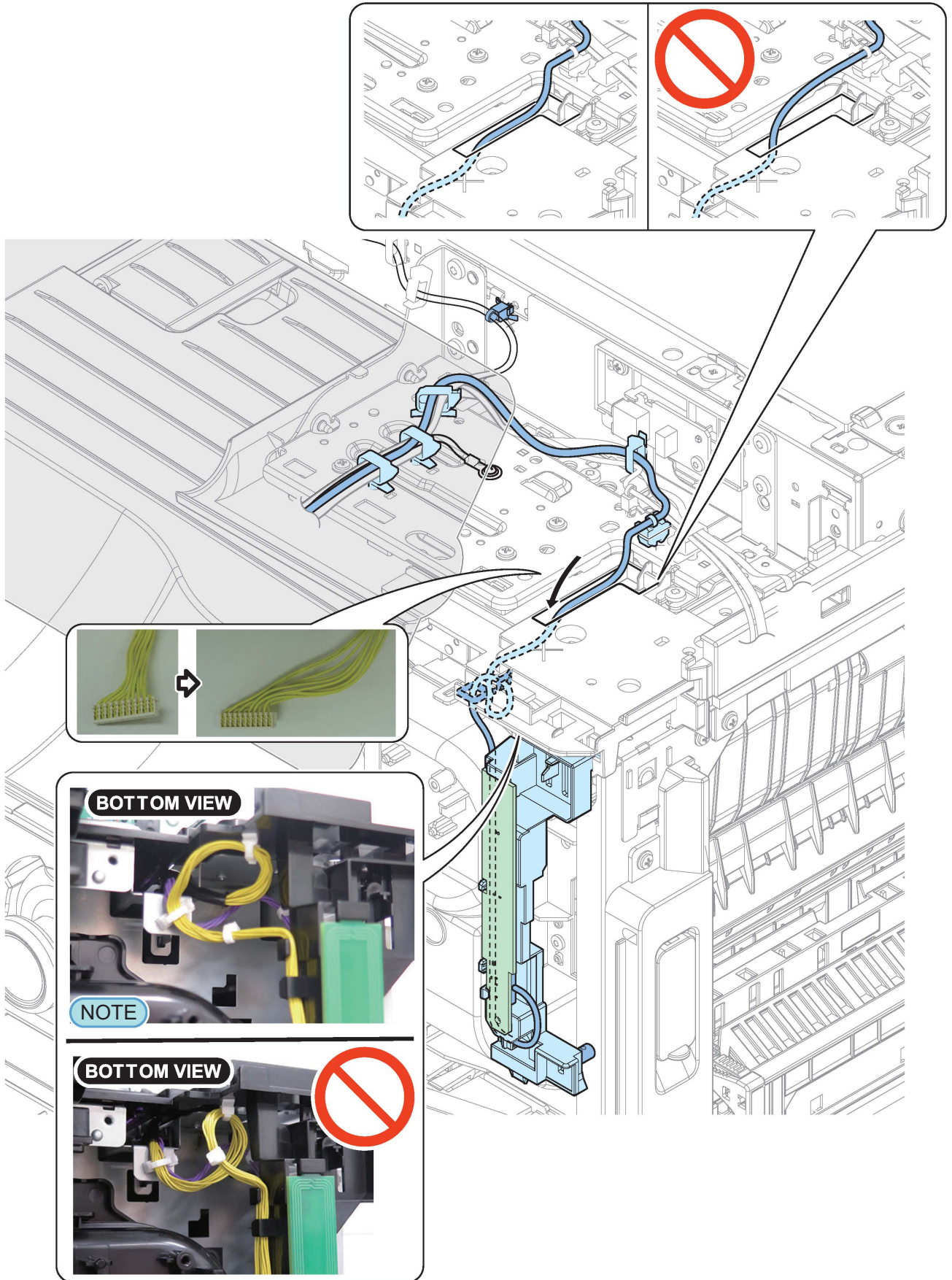




## 5.

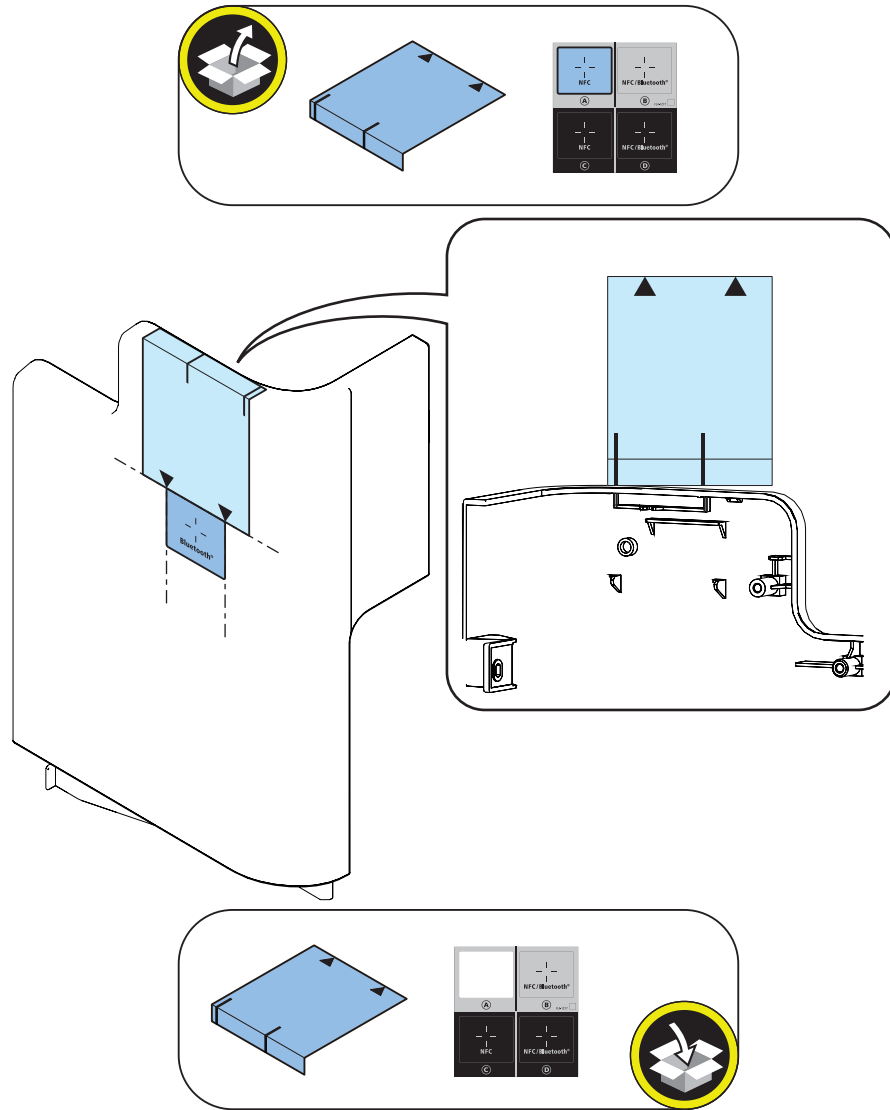
**NOTE:**

Adjust the excess length of the cable.

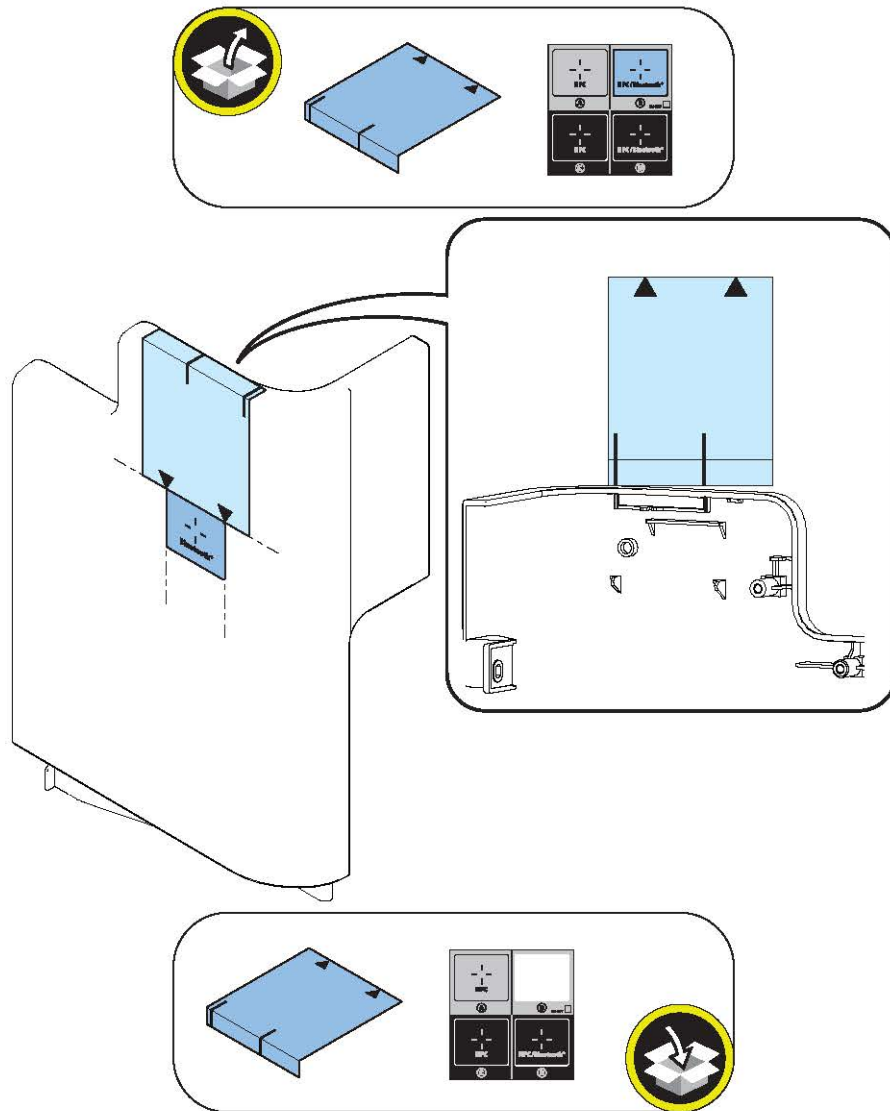


□  
**6.**

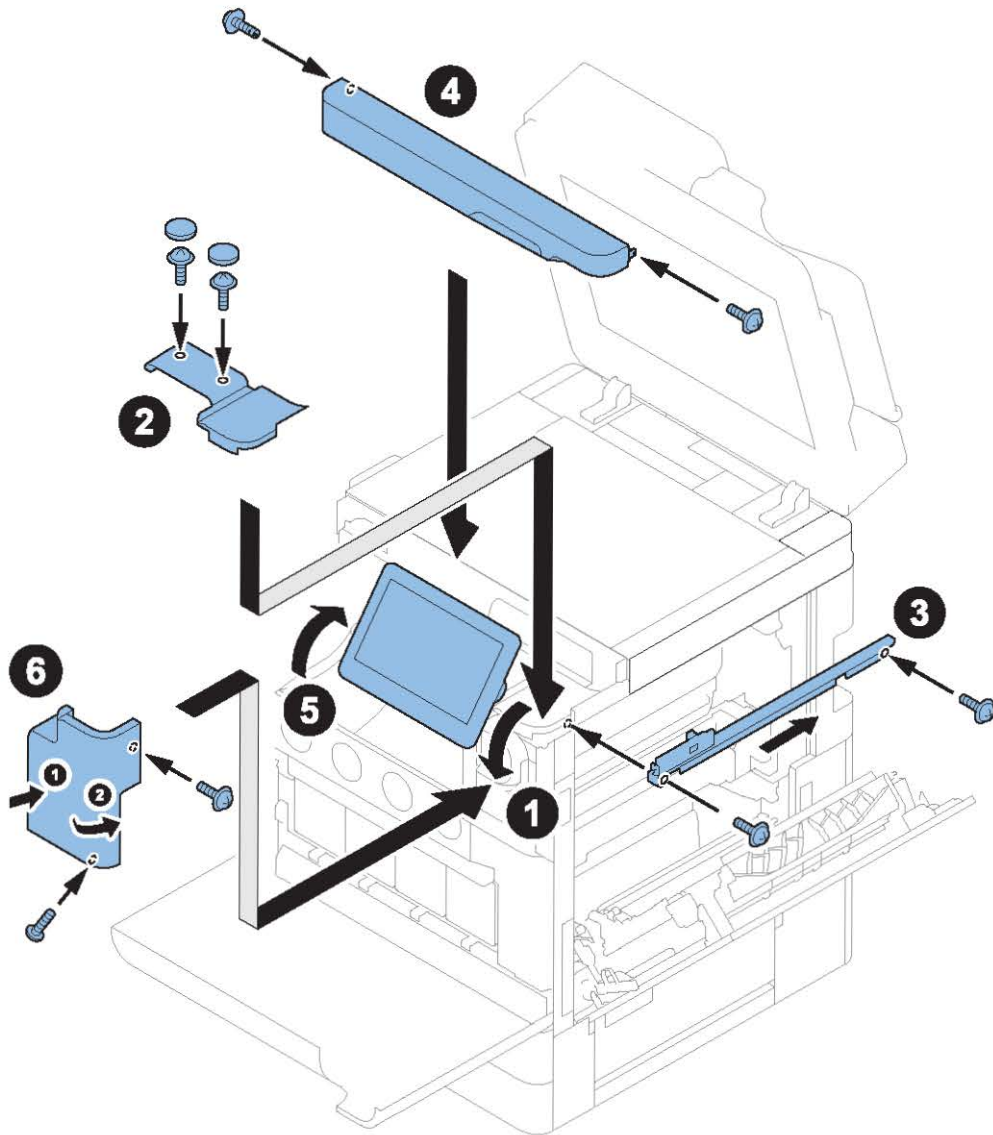
<In case of NFC Kit>



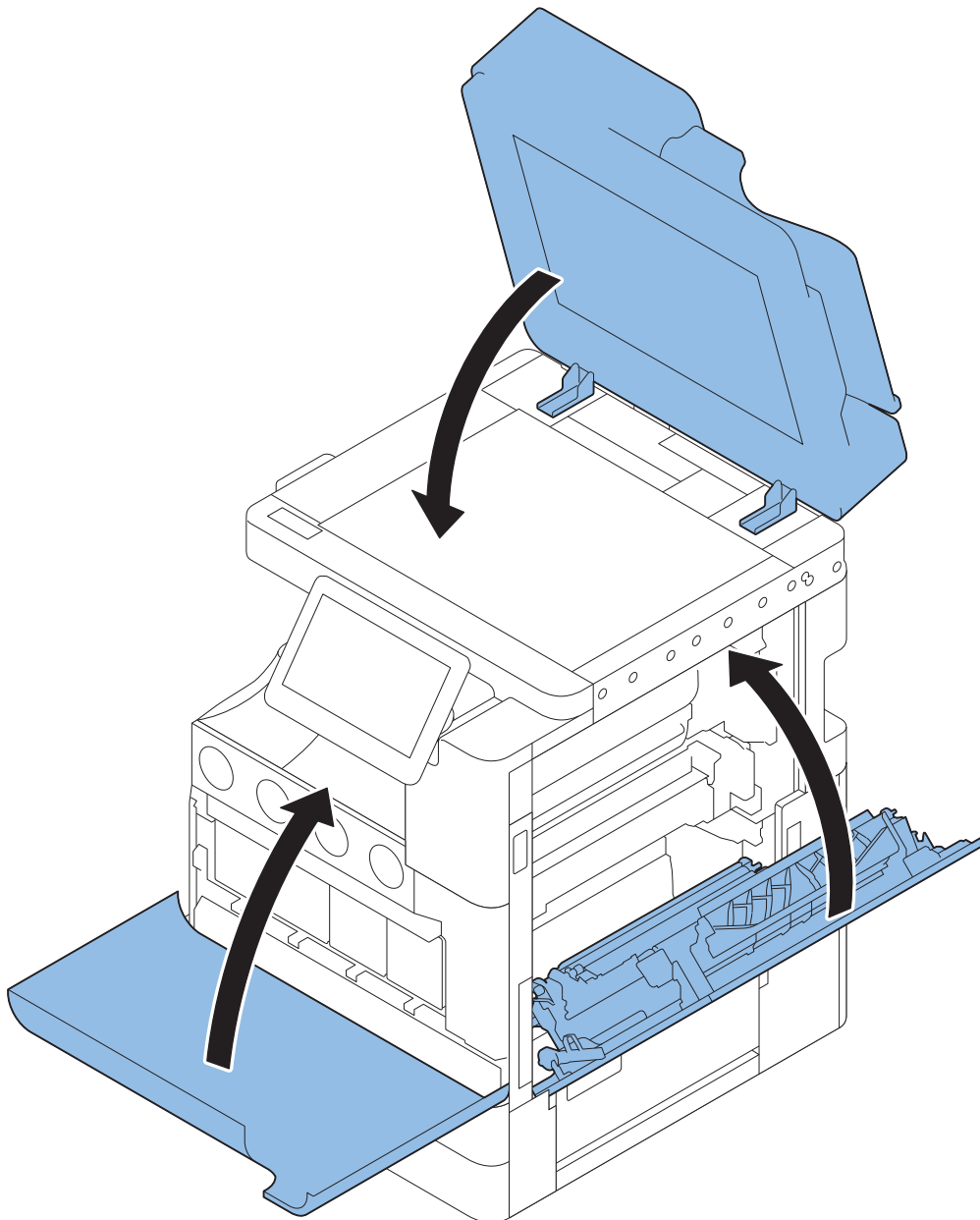
<When installing with the Connection Kit-A2 for Bluetooth LE at the same time>



□  
7.



□  
8.



## ● Setting after Installation

□

1. Connect the power plug of the host machine to the outlet.
2. Turn ON the main power switch.
3. Enter service mode and set the value to "1".  
COPIER > FUNCTION > INSTALL > NFC-USE

### NOTE:

When [System Manager Information Settings] is set, it is required to log in as a system manager in accordance with instructions of the user administrator.

4. Select [Settings/Registration] > [Management Settings] > [Device Management] > [Use NFC Card Emulation], and set the item to "ON".

5. Turn OFF and then ON the main power switch.
6. When a message prompting the version update is displayed, press [Update] and automatically update the version of this equipment.

**CAUTION:**

It may take time to display the update screen. (Approx. 1 to 2 min.) During this time, do not operate the screen.

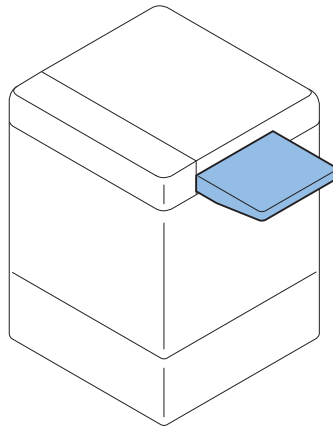
7. Check the end of the following service mode.  
COPIER > DISPLAY > VERSION > PANEL
  - If the end is an even number (e.g. 01.26): NFC is not installed.
  - If the end is an odd number (e.g. 01.27): NFC is installed.

## Utility Tray-B1/Option Attachment kit for Reader-A2

### Points to Note at Installation

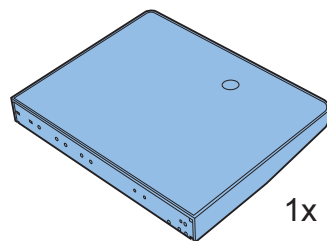
- The option "Option Attachment kit for Reader" is needed to install this equipment.
- When using this equipment together with the Copy Tray, install this equipment first.
- Refer to "Table of Options Combination" when installing this equipment before operation.

### Installation Outline Drawing

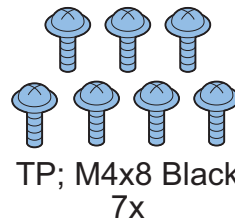


### Checking the Contents

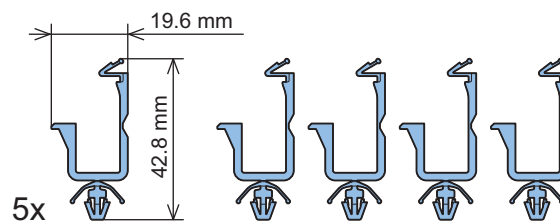
#### Utility Tray-B1



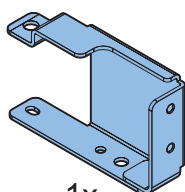
1x

TP; M4x8 Black  
7x

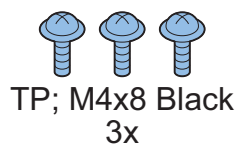
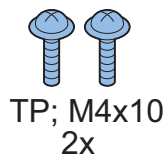
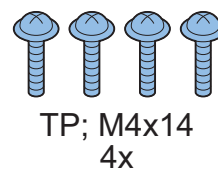
The parts using to install the keyboard



5x

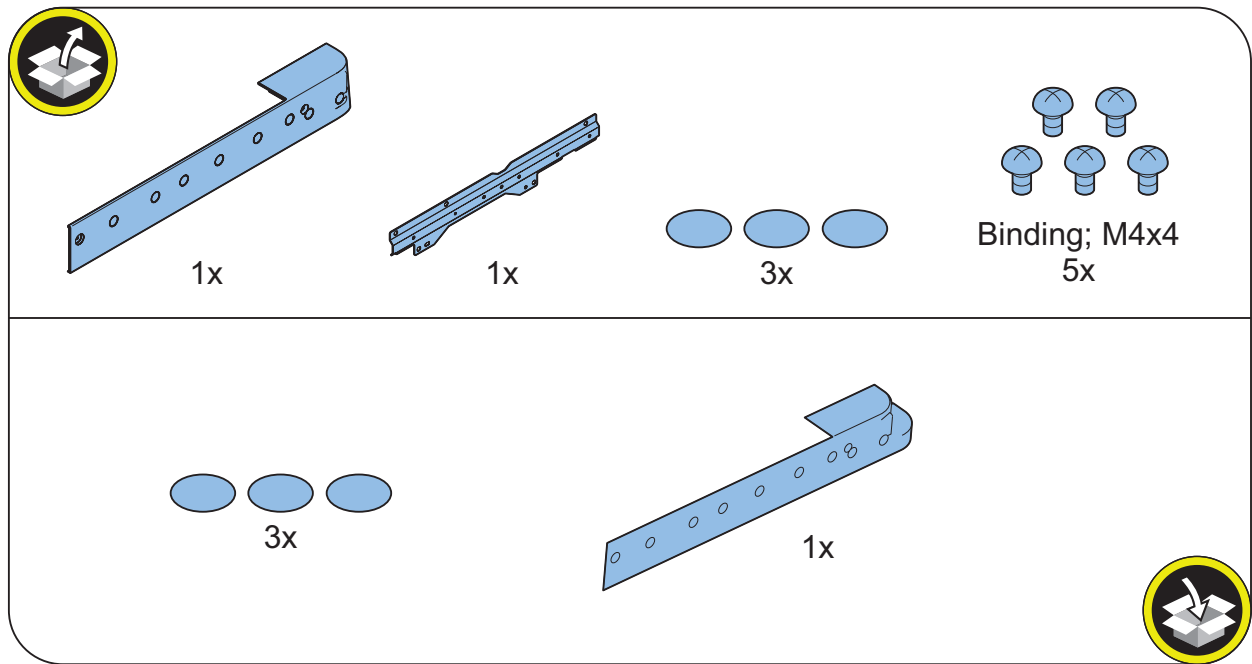


1x

TP; M4x8 Black  
3xTP; M4x10  
2xTP; M4x14  
4x



■ Option Attachment kit for Reader-A2

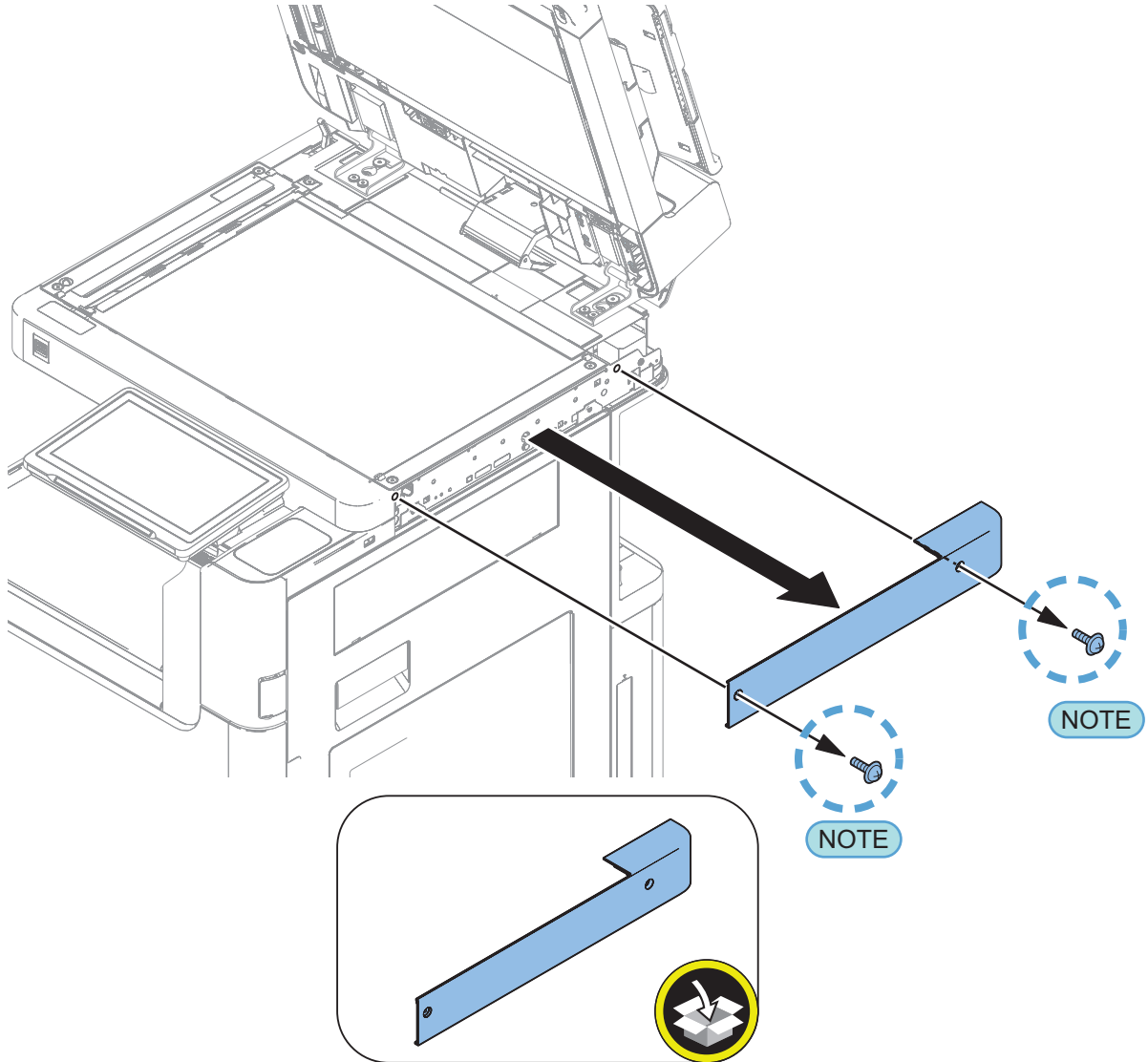


## ● Installation Procedure

### ■ Removing the Covers

□

1.



**NOTE:**

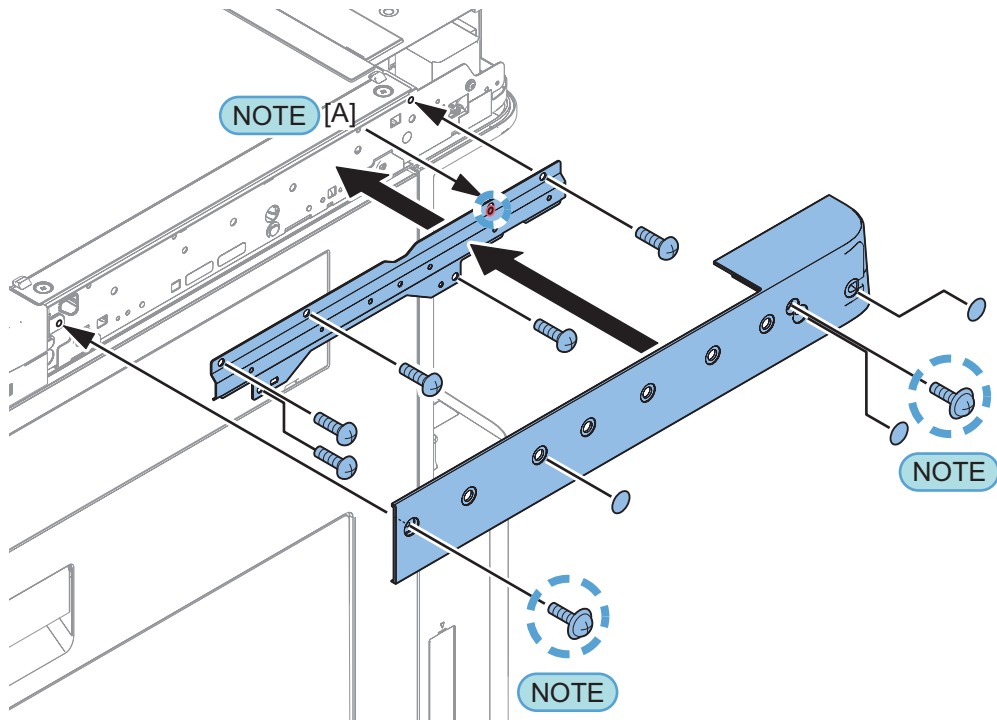
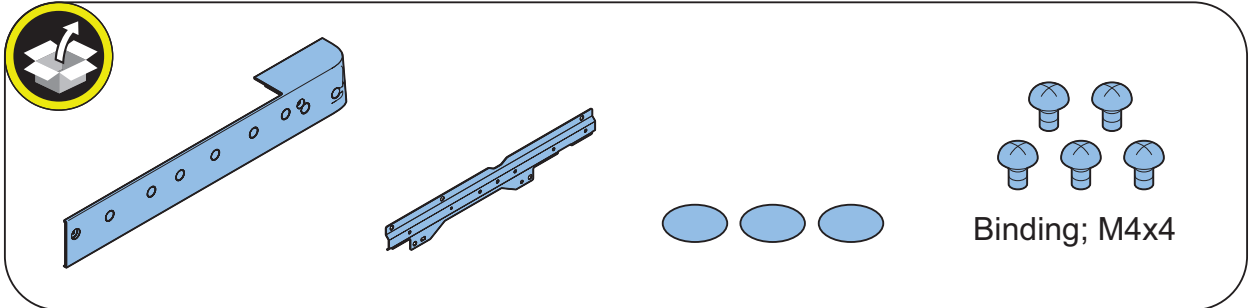
The removed screws will be used in a later step.

## ■ Installing the Option Attachment Kit for Reader

□  
1.

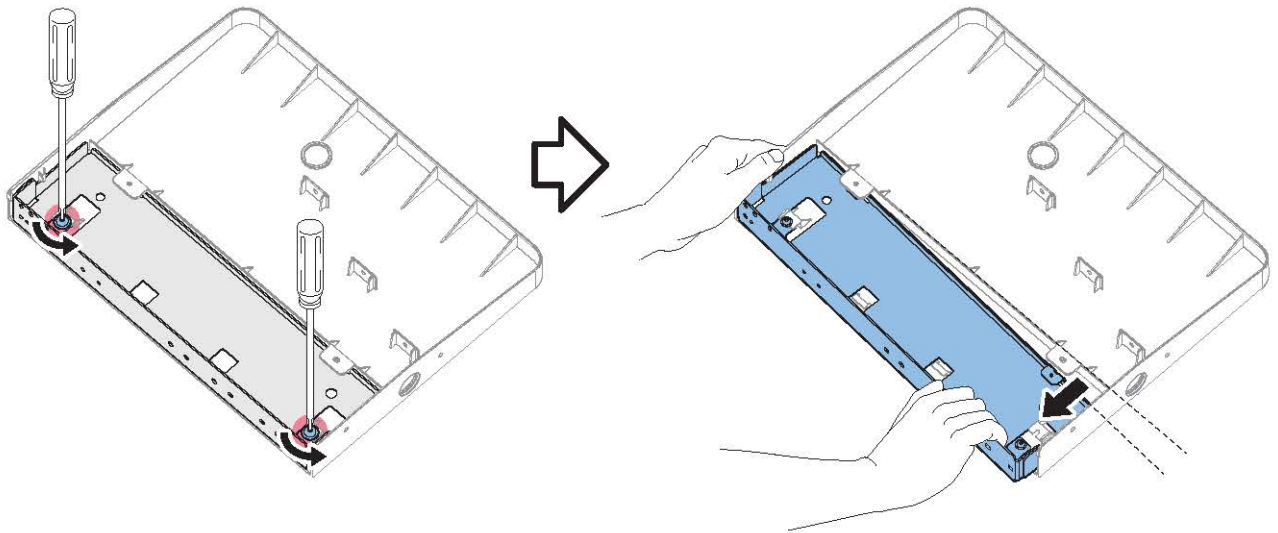
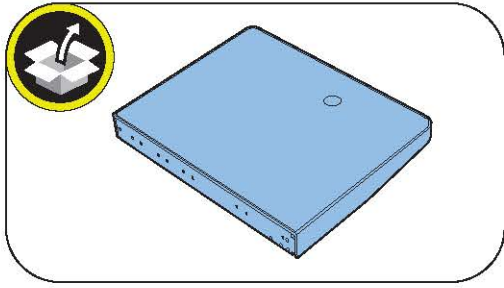
**NOTE:**

- Use the screws removed in the previous step.
- Cases screw holes [A] may or may not be present.
- This screw holes [A] is not used.



## ■ Installing the Utility Tray

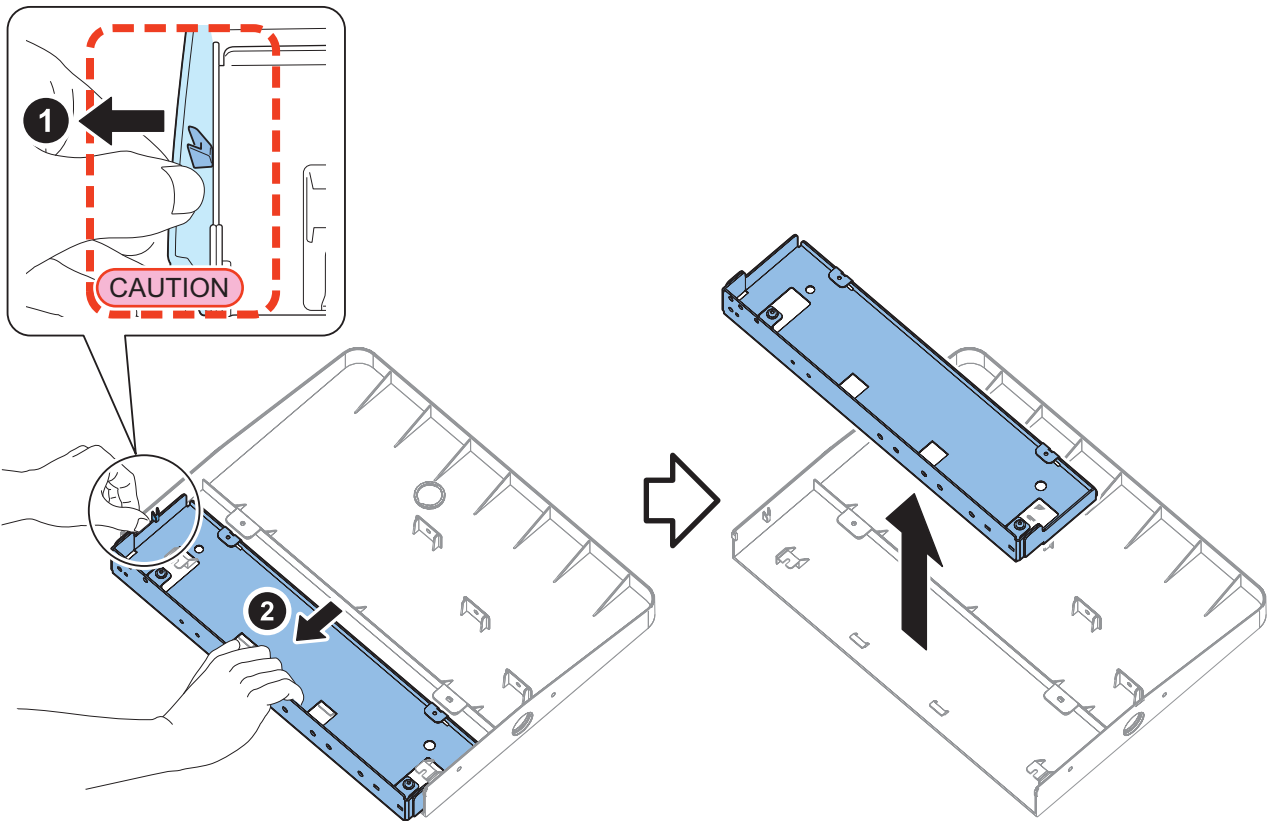
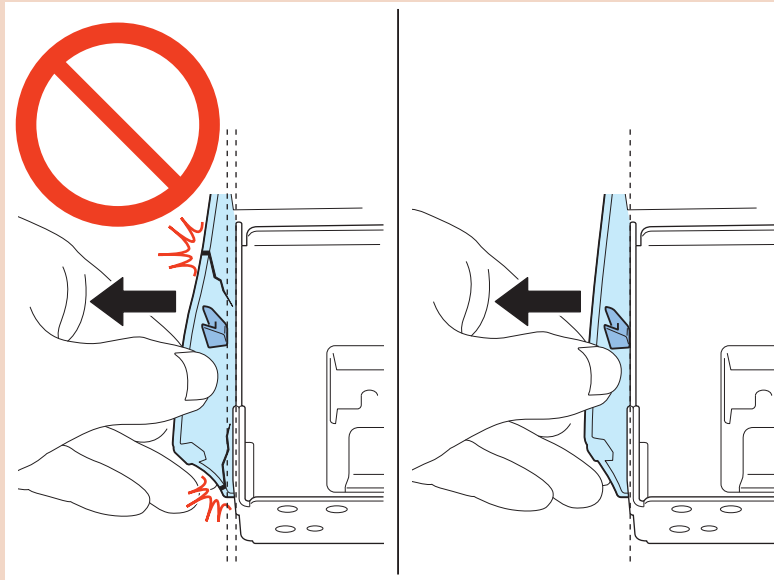
□  
**1.**



□  
2.

**CAUTION:**

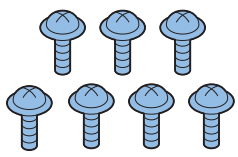
Do not open it too wide, or it may be broken.



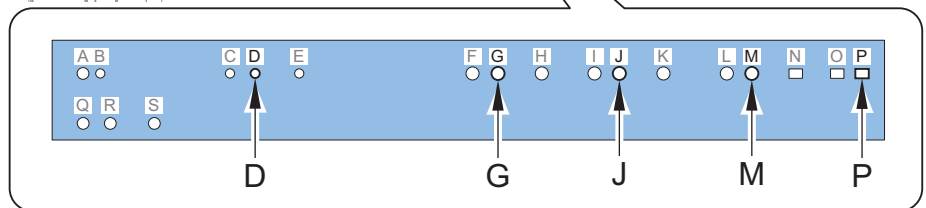
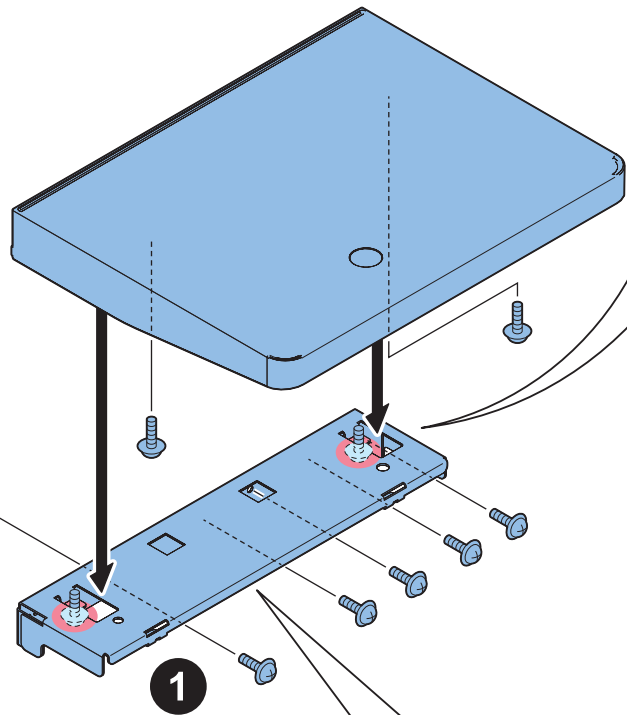
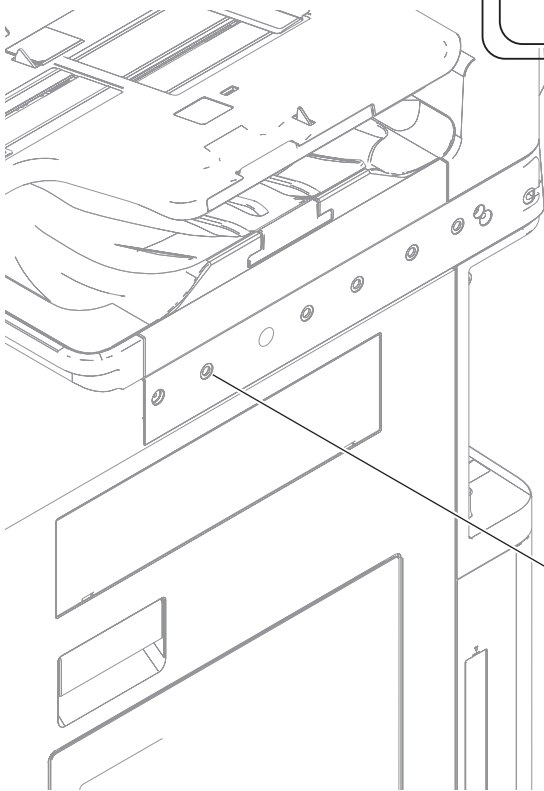
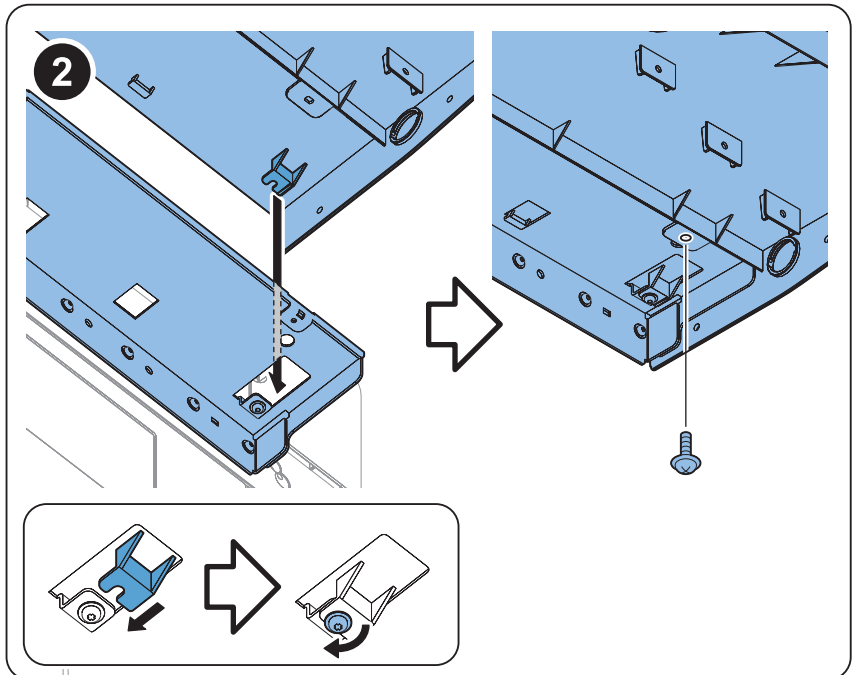
3.

**CAUTION:**

If the below stamping is existing, align the holes marked with D, G, J, and P and then install.

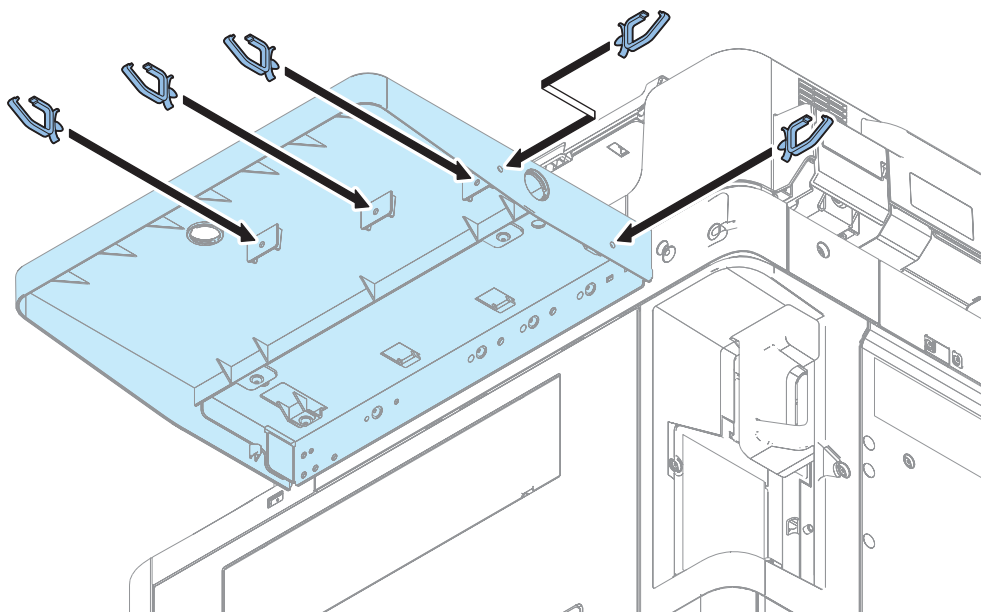
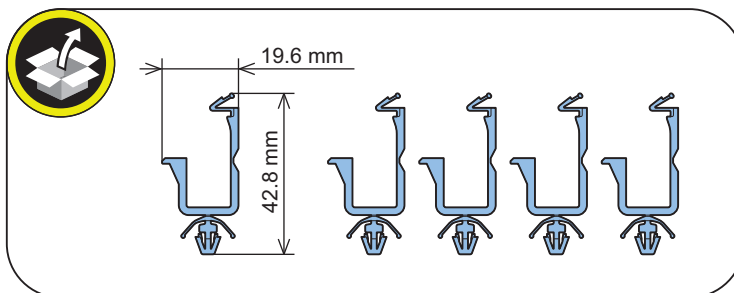
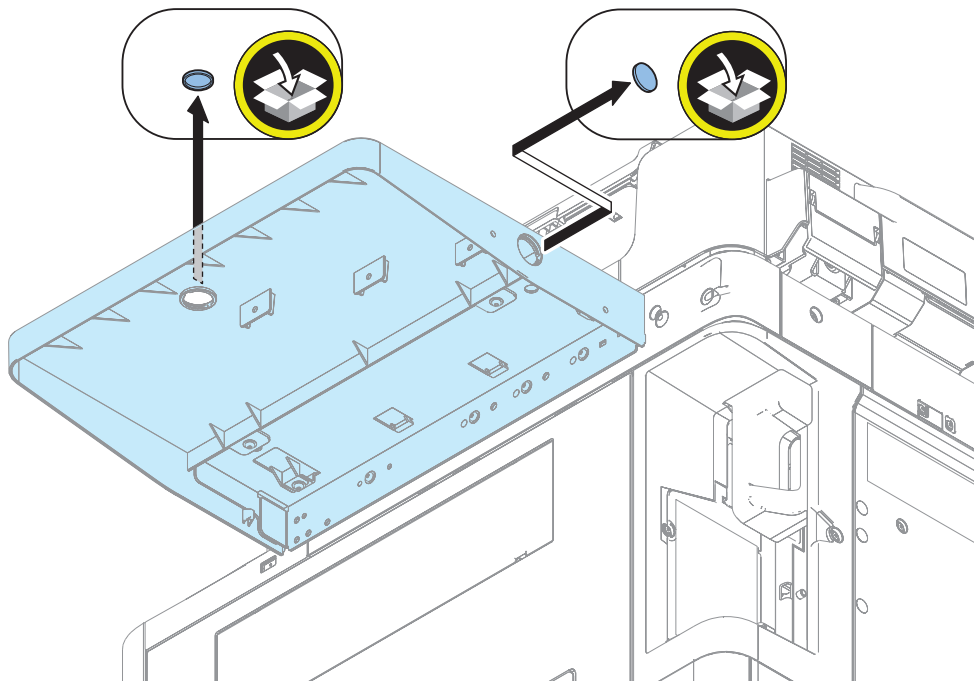


TP(Black); M4x8



**NOTE:**  
The following steps are used only when installing the USB keyboard.

4.

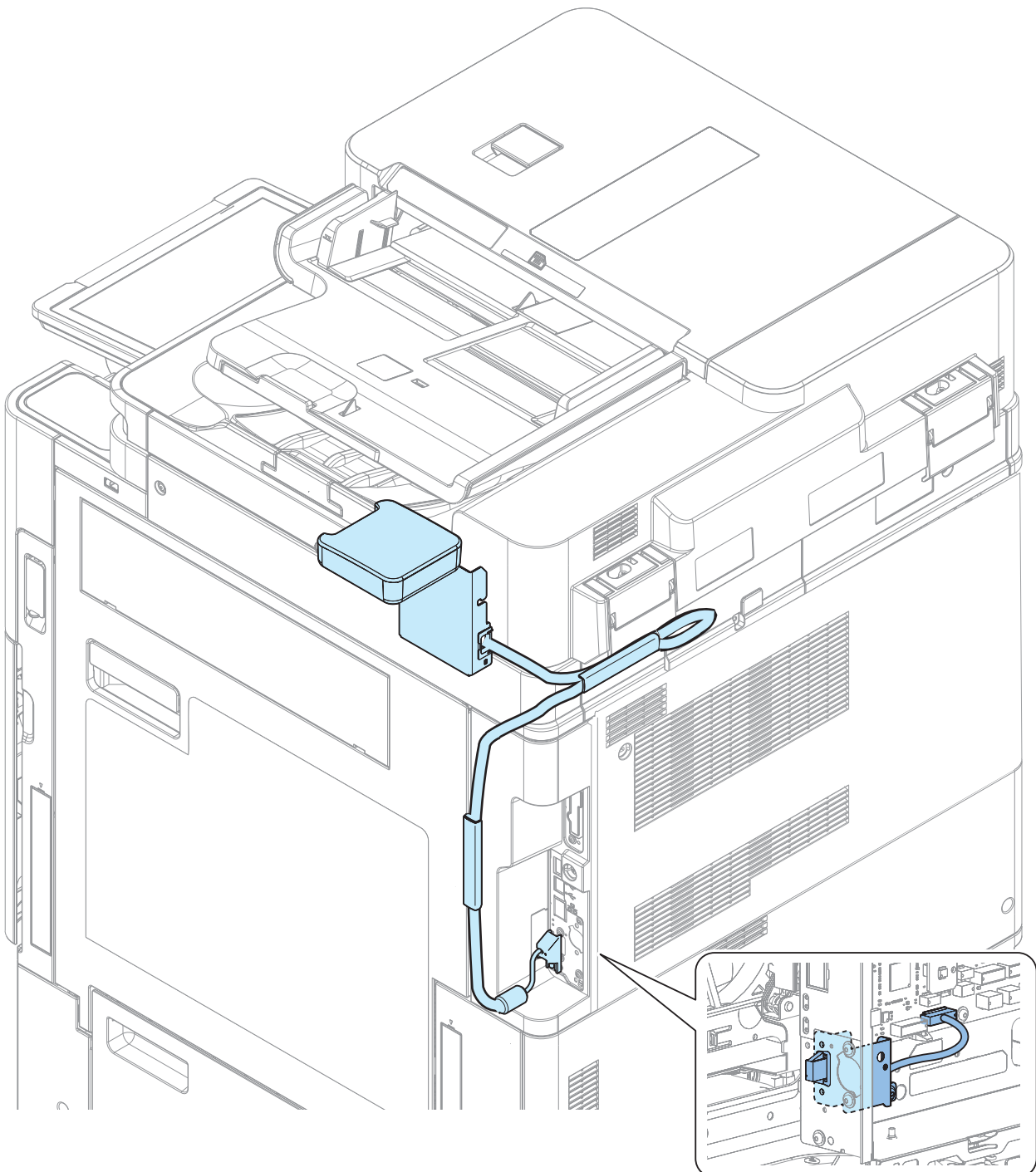


## Copy Card Reader-F1/Copy Card Reader Attachment-B7

### Points to Note at Installation

- To install this equipment, the Copy Card Reader Attachment Kit is required.
- Refer to "Table of Options Combination" when installing this equipment before operation.
- When using options and the Copy Card Reader together, install the Copy Card Reader first.

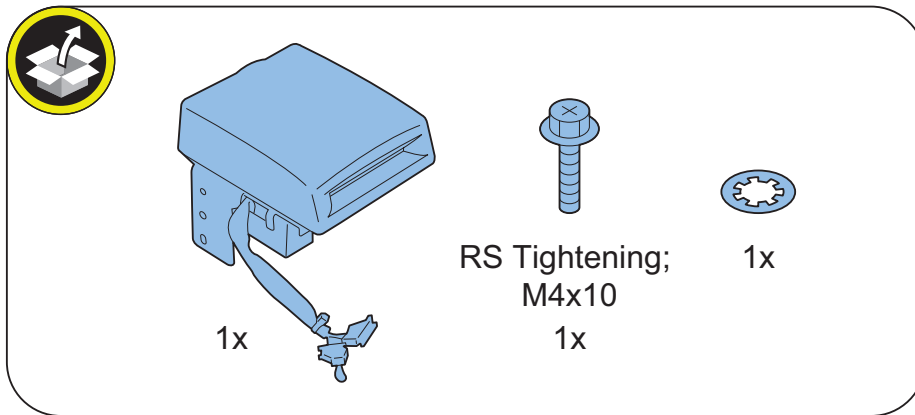
### Installation Outline Drawing



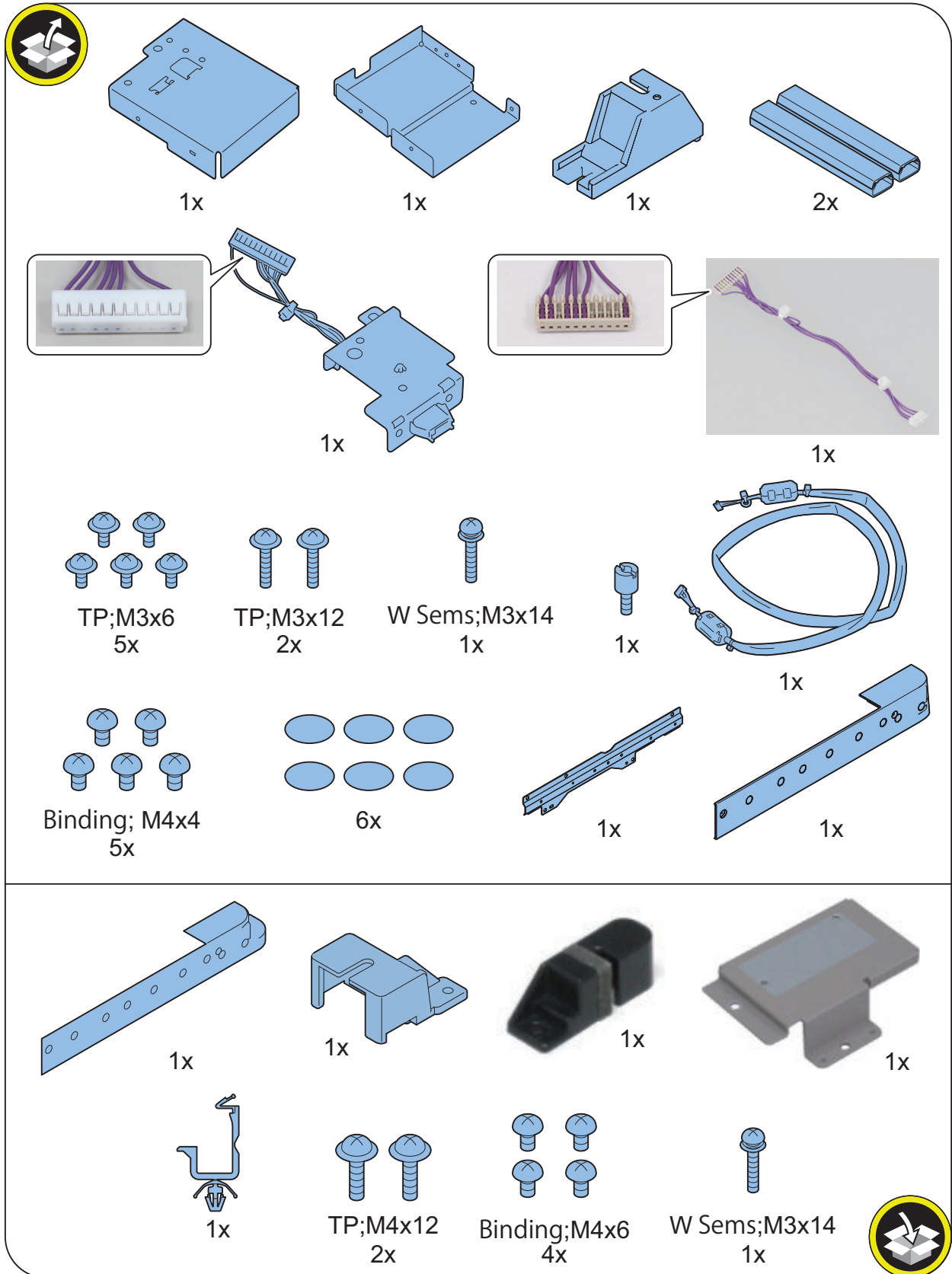


## ● Checking the Contents

### ■ Copy Card Reader-F1



■ Copy Card Reader Attachment-B7



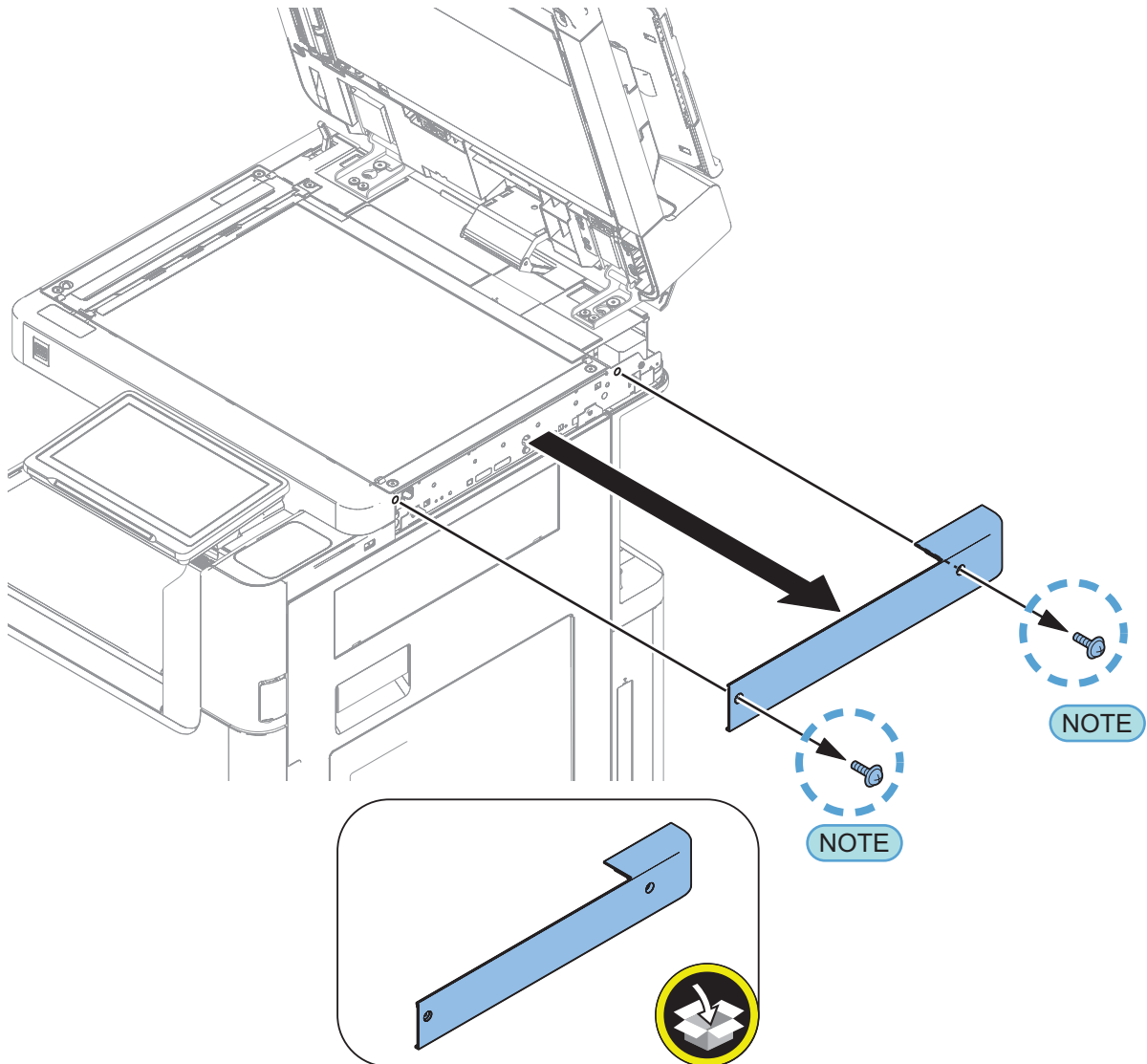
## Installation Procedure

**CAUTION:**

After installing the Copy Card Reader, enter the card number to be used in the following service mode: COPIER > FUNCTION > INSTALL > CARD. Otherwise, the card will not be recognized even if inserting it.

### ■ Removing the Covers

□

**1.****NOTE:**

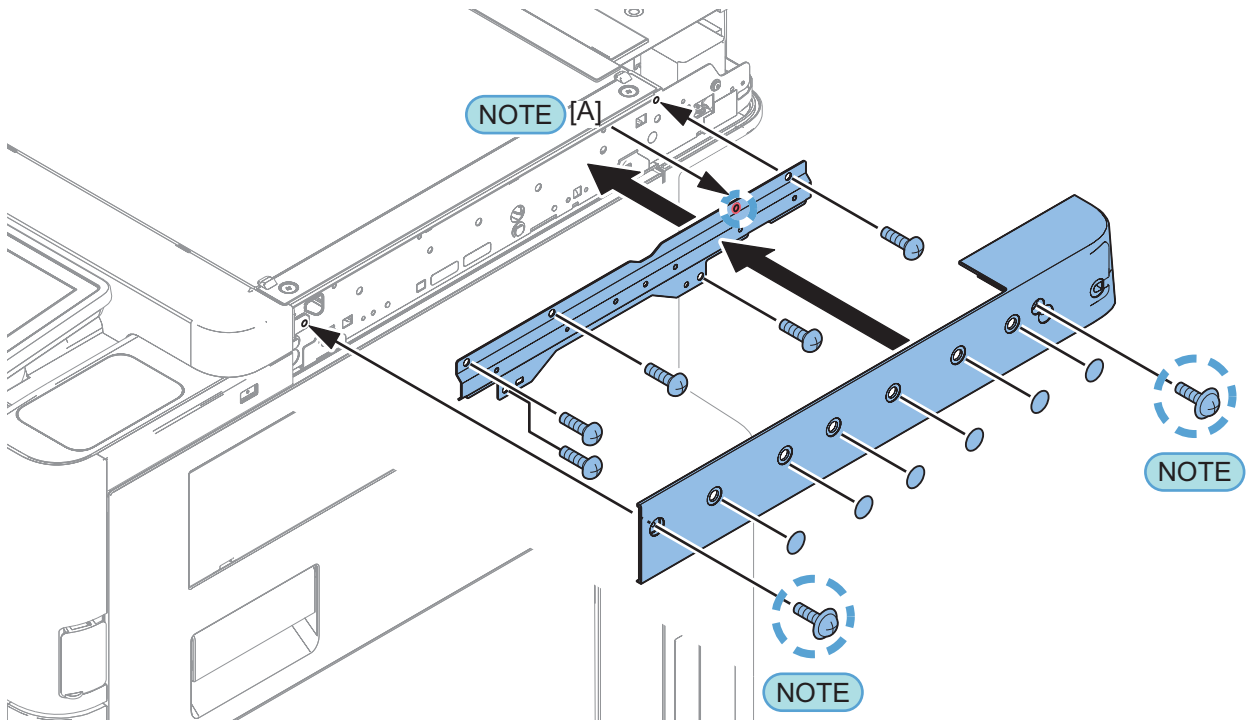
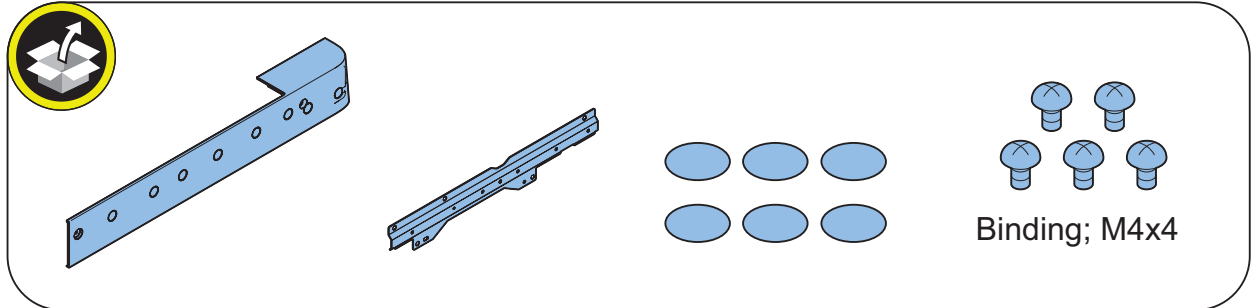
The removed screws will be used in a later step.

## ■ Option Attachment kit for Reader-A2

□  
1.

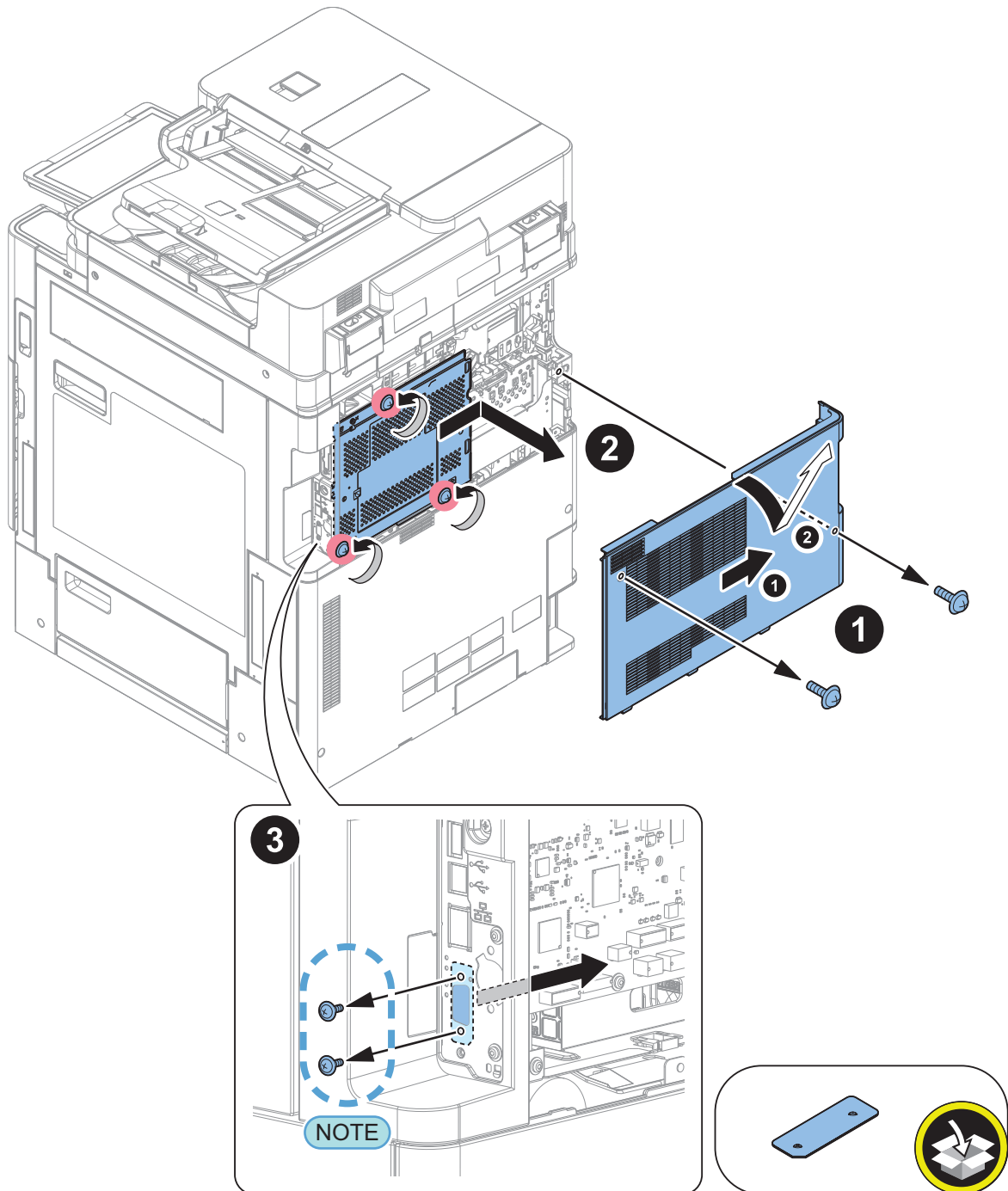
### NOTE:

- Installing the covers removed in the previous step.
- Screw holes [A] may or may not be present.
- Do not use this screw hole [A].



## ■ Removing the Covers

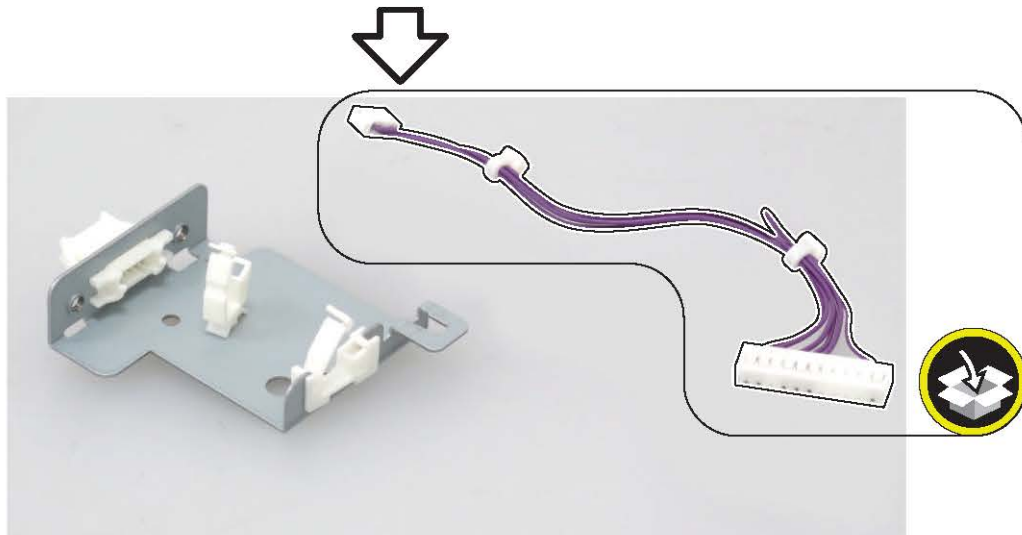
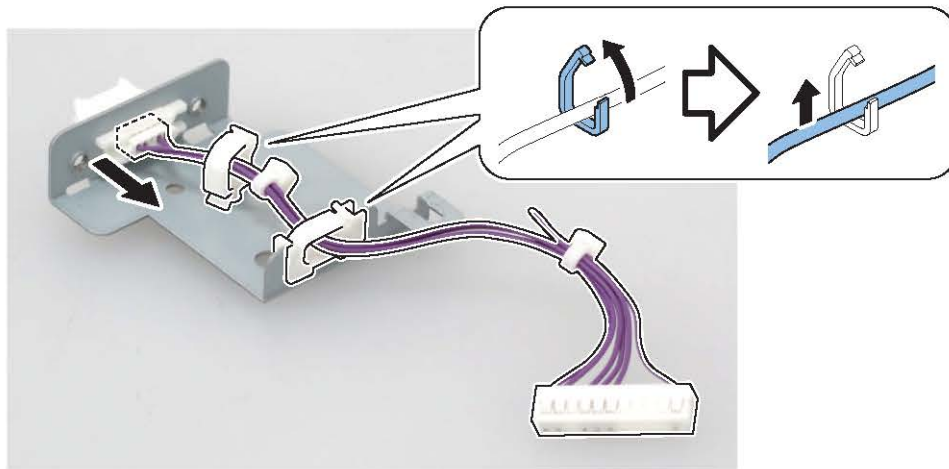
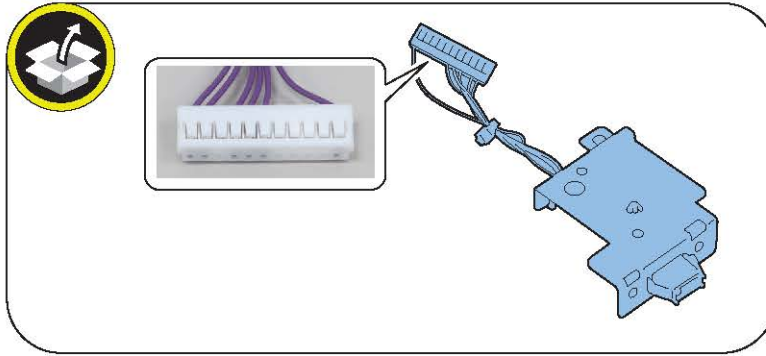
□  
1.



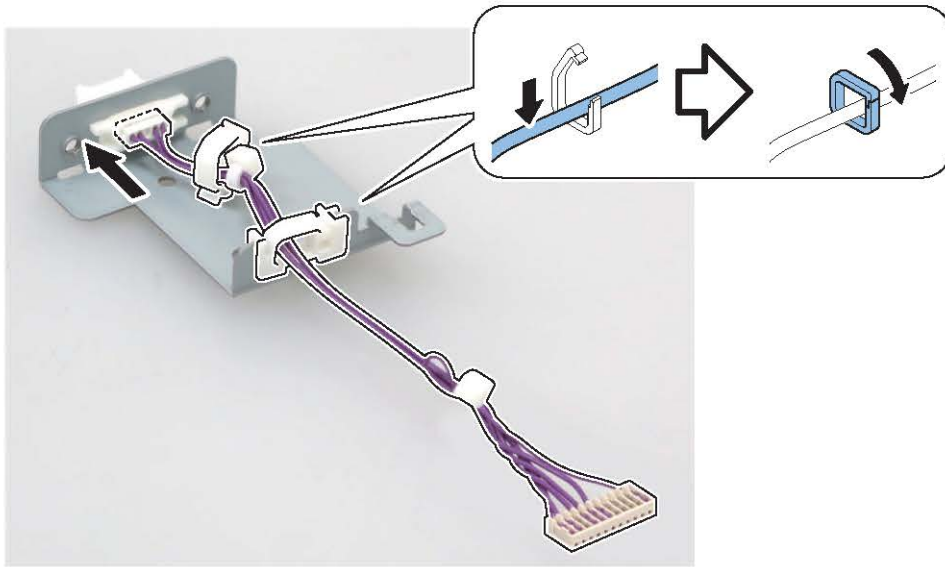
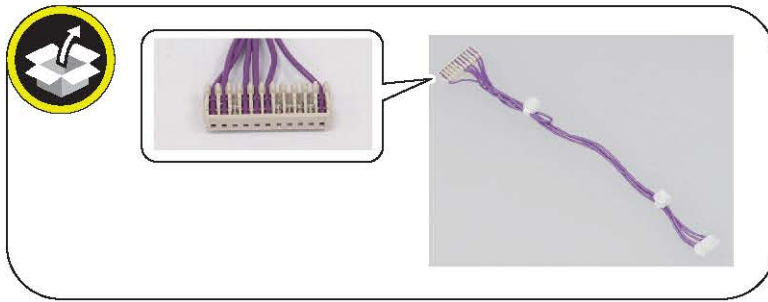
**NOTE:**  
The removed screws will be used in a later step.

## ■ Installing the Copy Card Reader

□  
**1.**

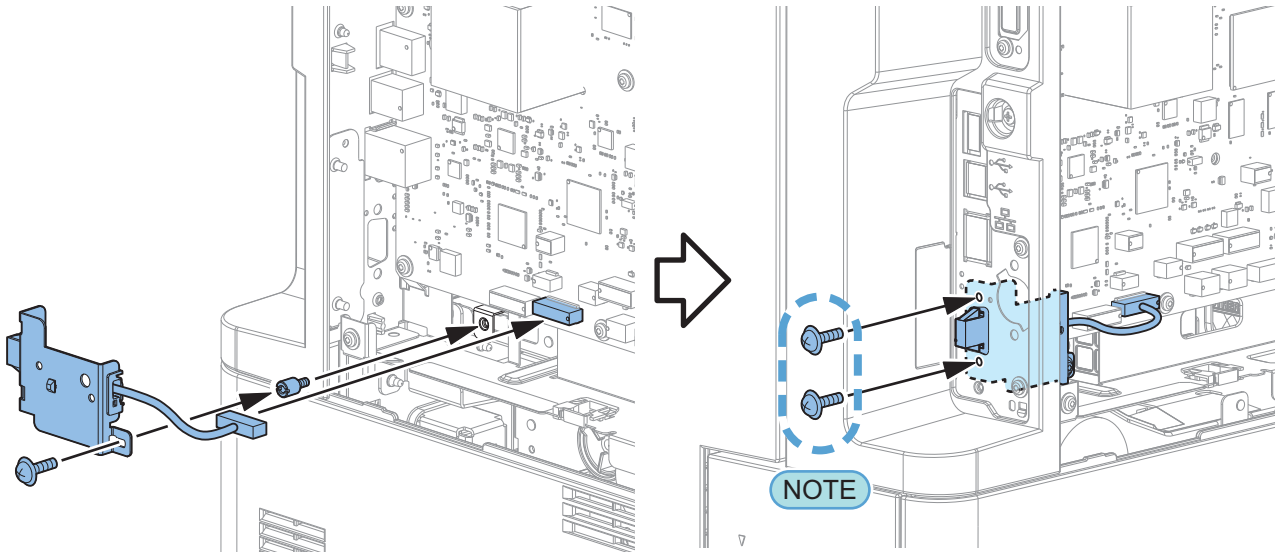
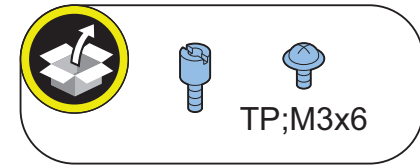


□  
2.



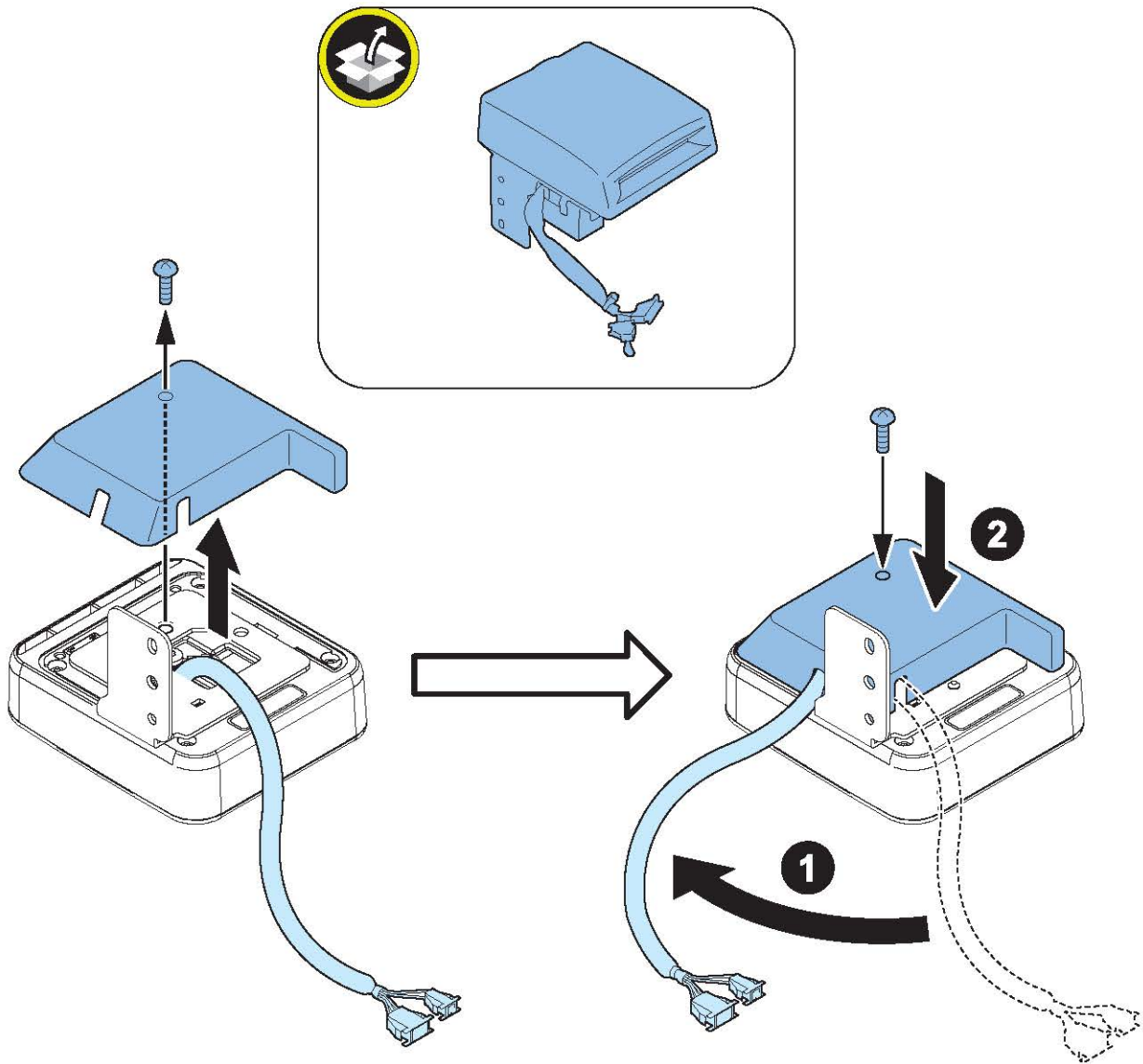
□  
3.**NOTE:**

Use the screws removed in the previous step.

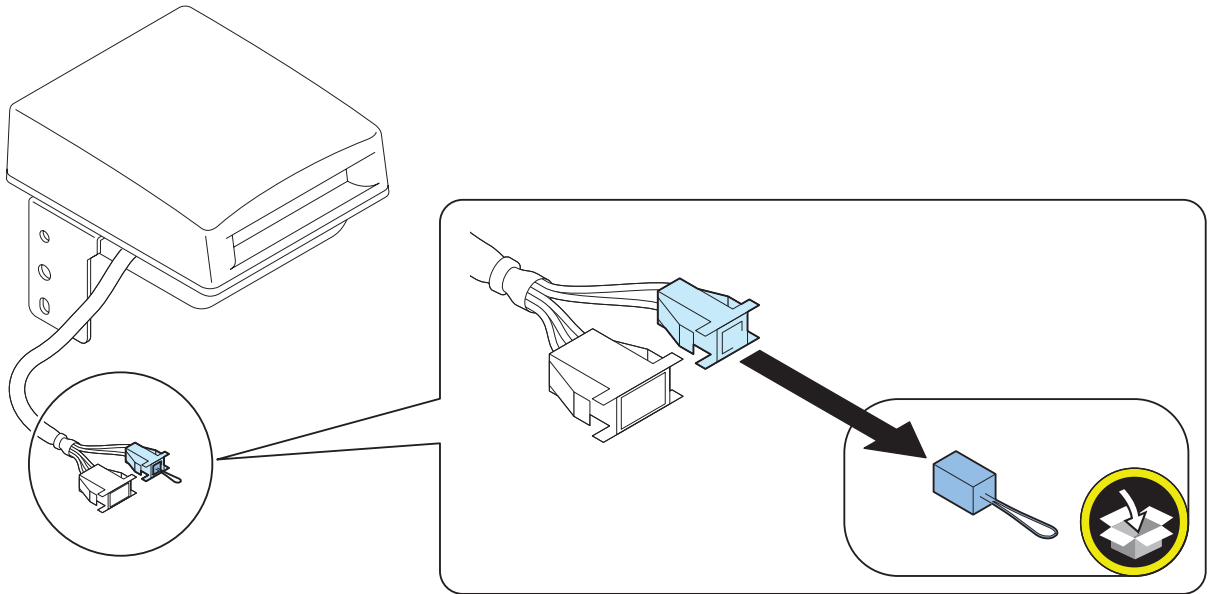




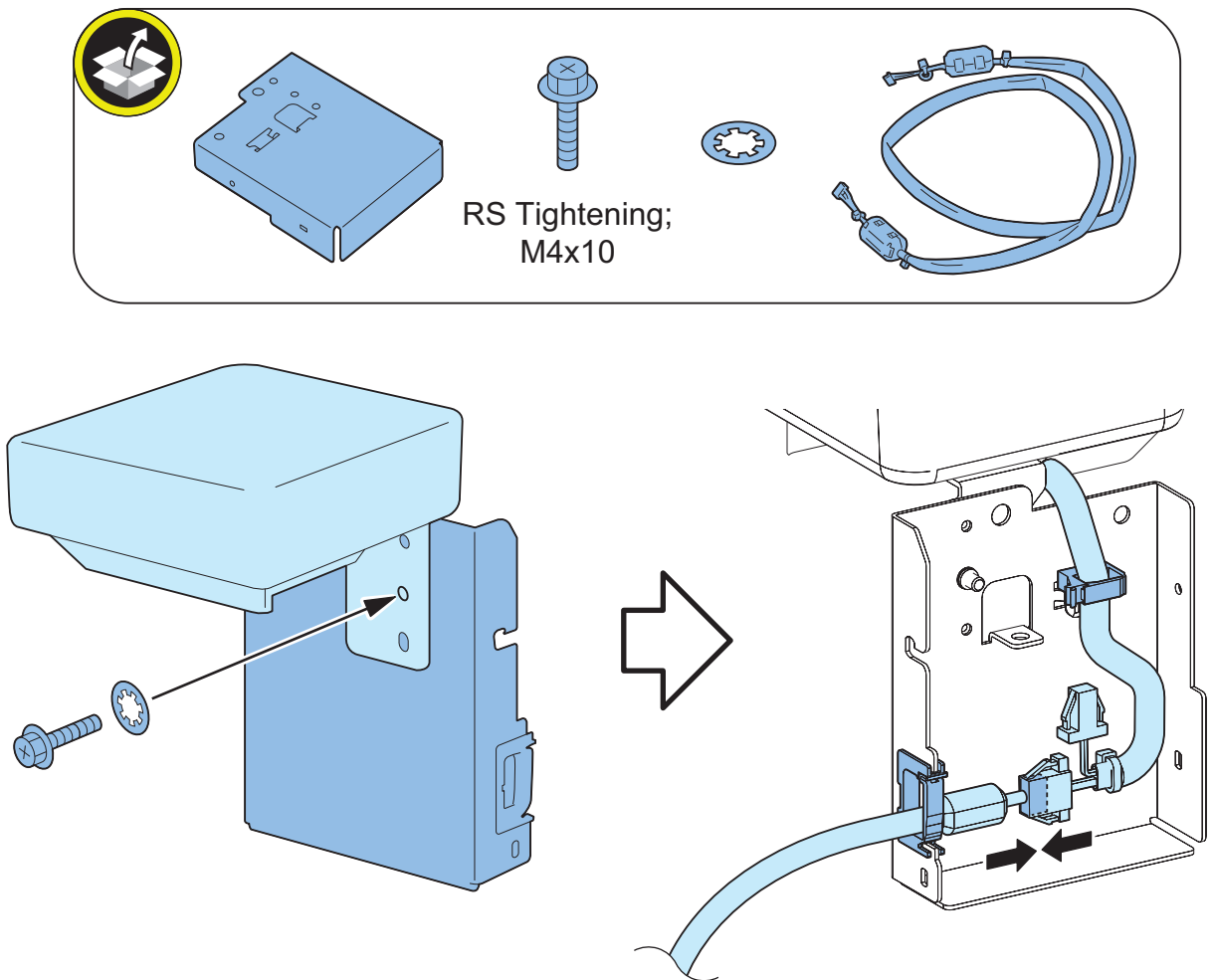
□  
4.

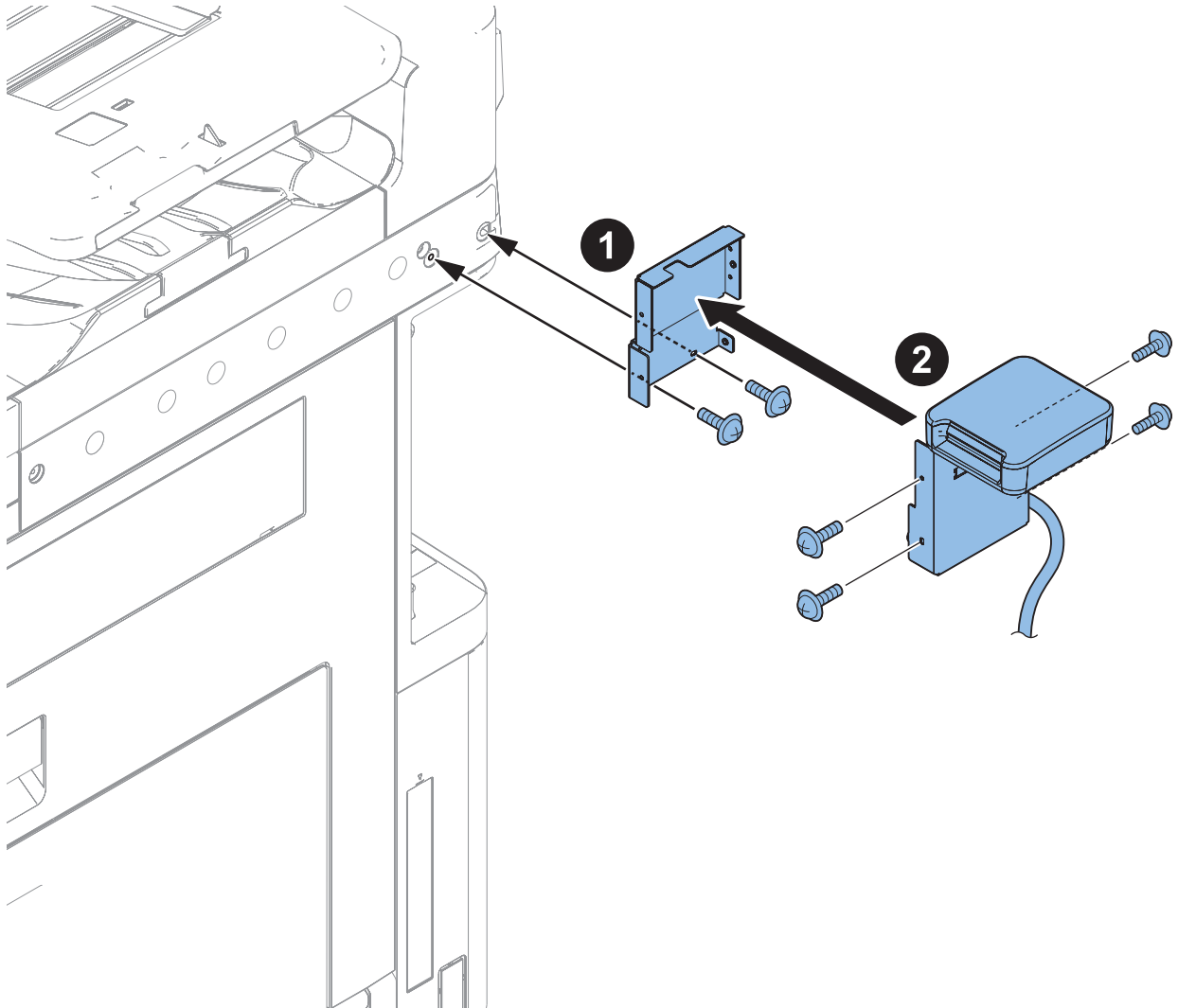
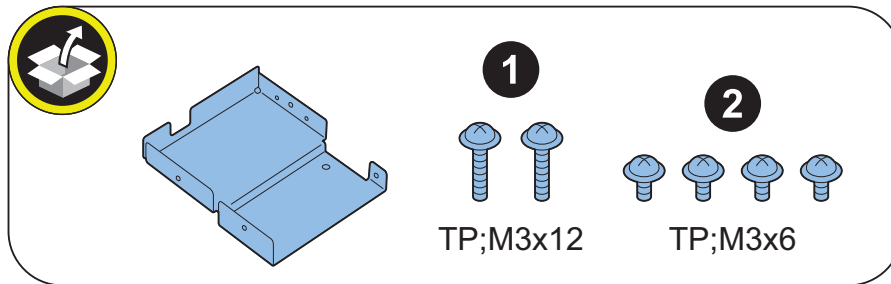


□  
**5.**

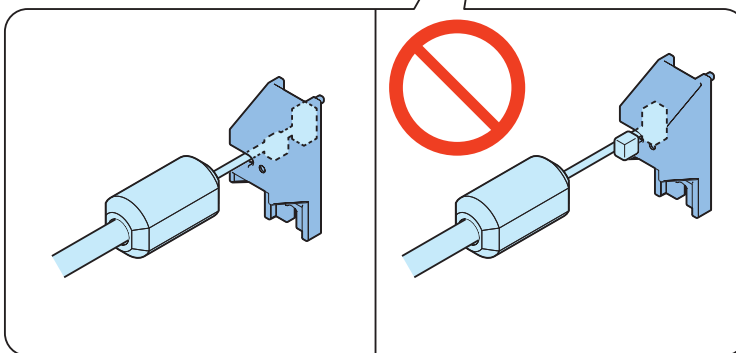
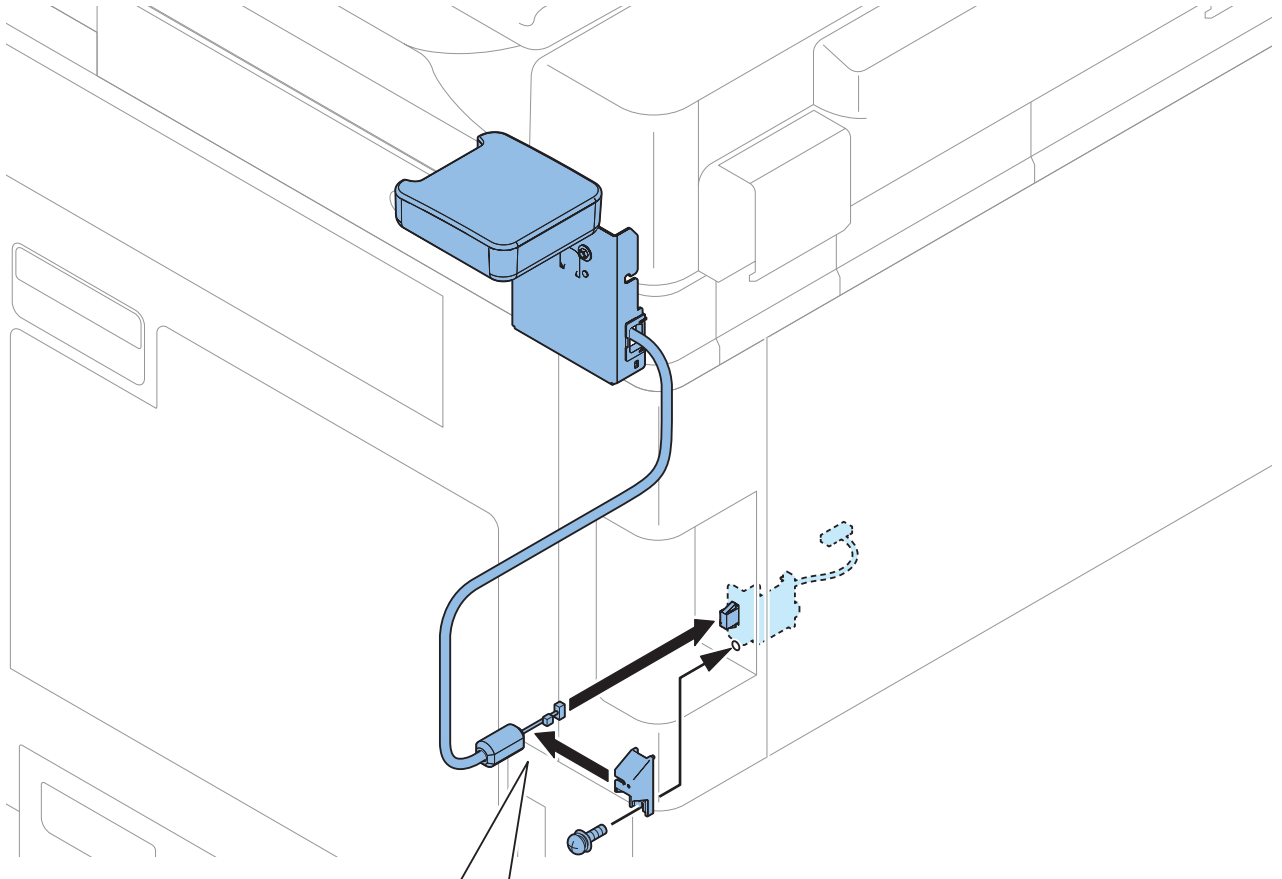
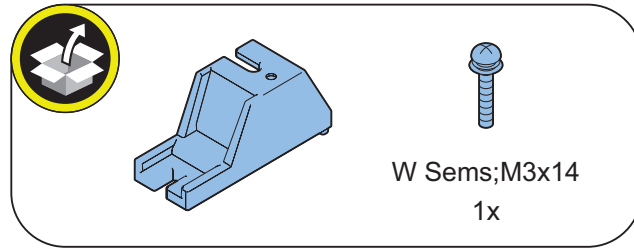


□  
**6.**



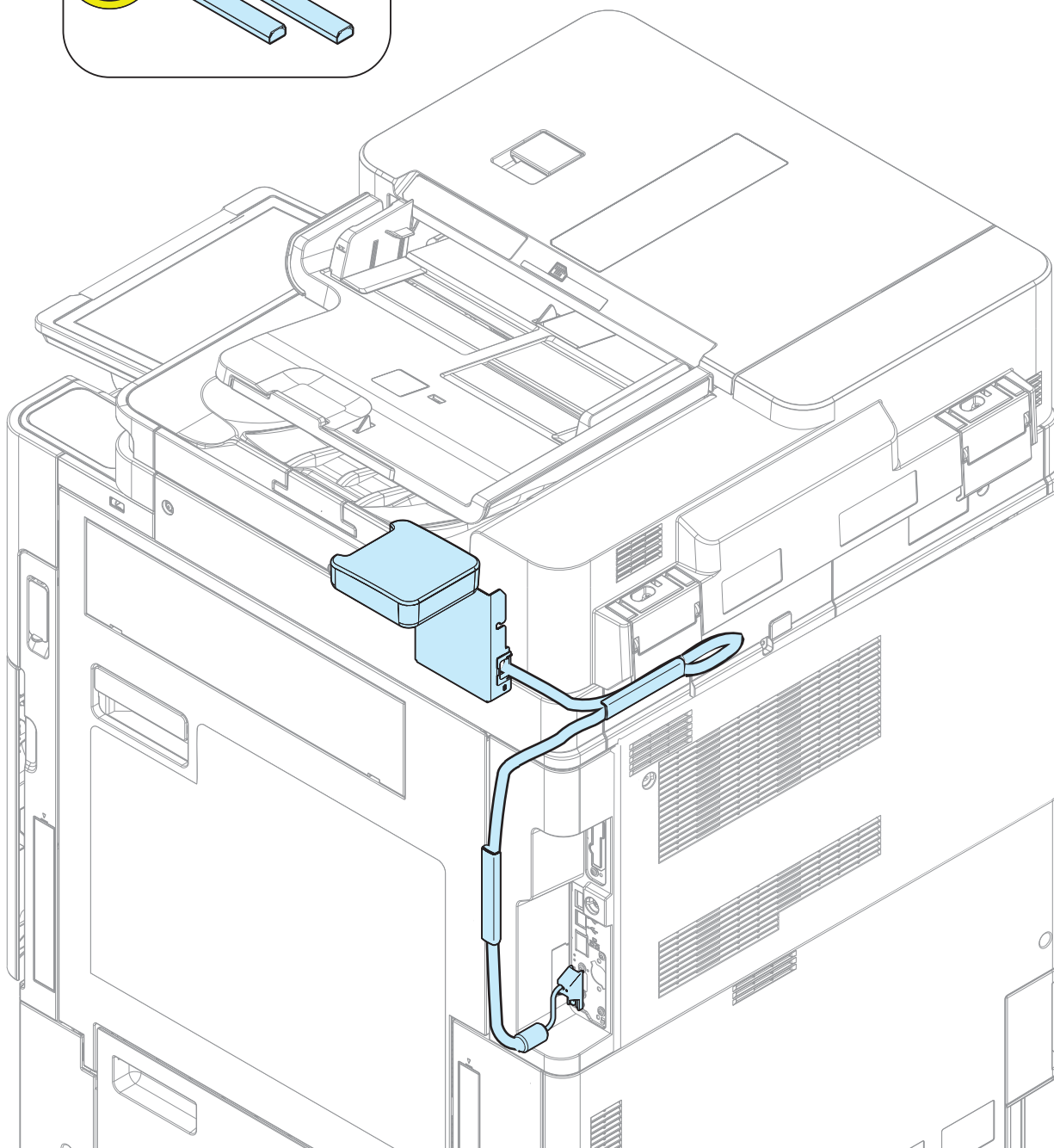
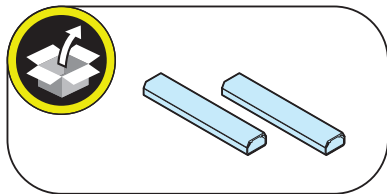
□  
**7.**□  
**8.** Install the Cover removed in the previous step.

□  
**9.**



□  
10.**CAUTION:**

- Do not stick the guide to the air vent.
- Do not route the code at the air vent.

**● Checking after Installation**

□

1. Connect the power plug of the host machine to the power outlet.
2. Turn the main power switch ON.

- 
- 3. Set the number of card (number of department ID) that can be used with the Card Reader in service mode.(Lv.2).**  
COPIER > OPTION > FNC-SW > CARD-RNG

- 
- 4. Use Service Mode to enter the minimum card number to be used by a user (1 to 2001).**  
COPIER > FUNCTION > INSTALL > CARD  
Starting from the entered card number, the number of cards set in step 4 can be used.

- 
- 5. Turn OFF and then ON the main power switch to enable the setting values.**
- 6. Insert a card with a card number that has been registered, and check that the machine operates normally.**

**NOTE:**

Perform the following operations to change the number of cards (departments) after it has been set. In such a case, counter information for each department is reset.

COPIER > FUNCTION > CLEAR > CARD

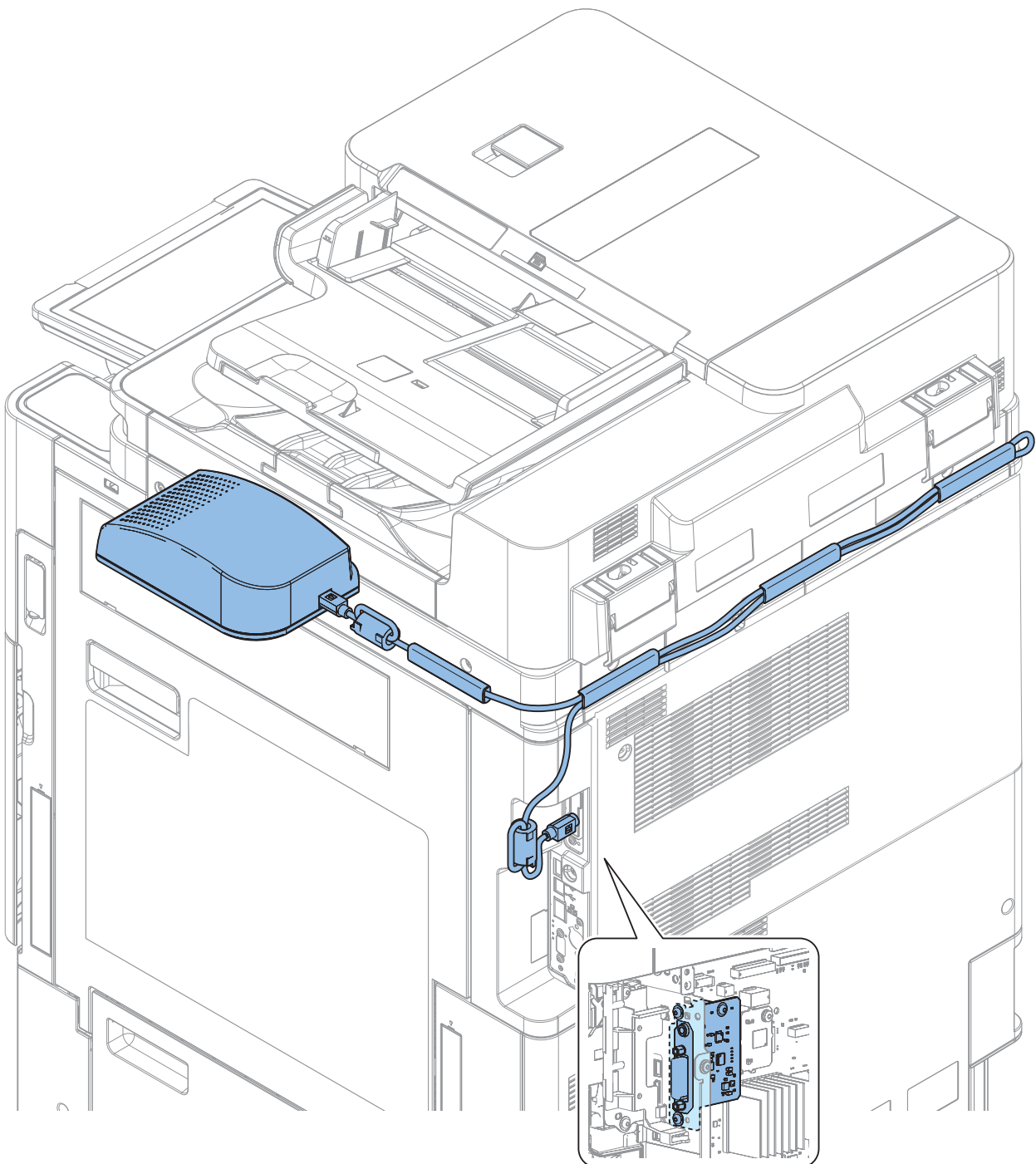
- Turn OFF and then ON the main power switch to enable the settings.
- After that, perform from step 3.

## Voice Guidance Kit-G1/Option Attachment kit for Reader-A2

### Points to Note at Installation

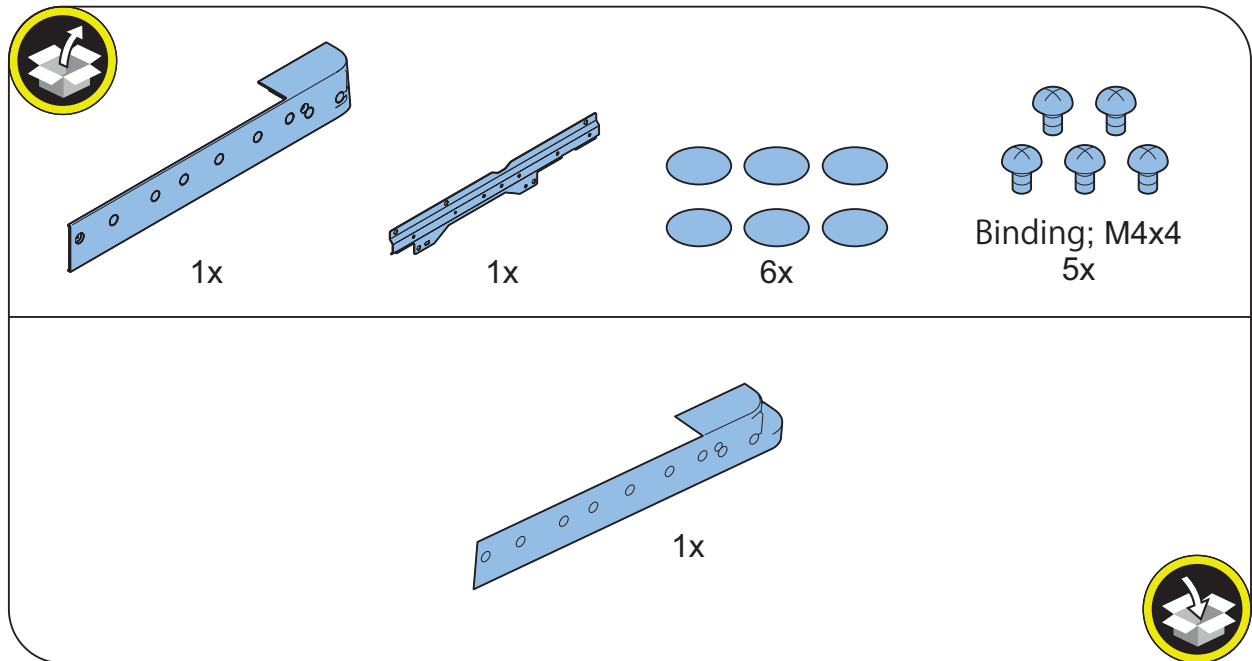
- When installing this equipment, the another option "Option Attachment kit for Reader" is needed.
- When installing this equipment, the another option "Numeric Keypad" is required. Refer to the Installation Procedure for the Numeric Keypad when installing the Numeric Keypad.
- When installing this equipment, be sure to install it by referring to "Combination Table for Options".

### Installation Outline Drawing

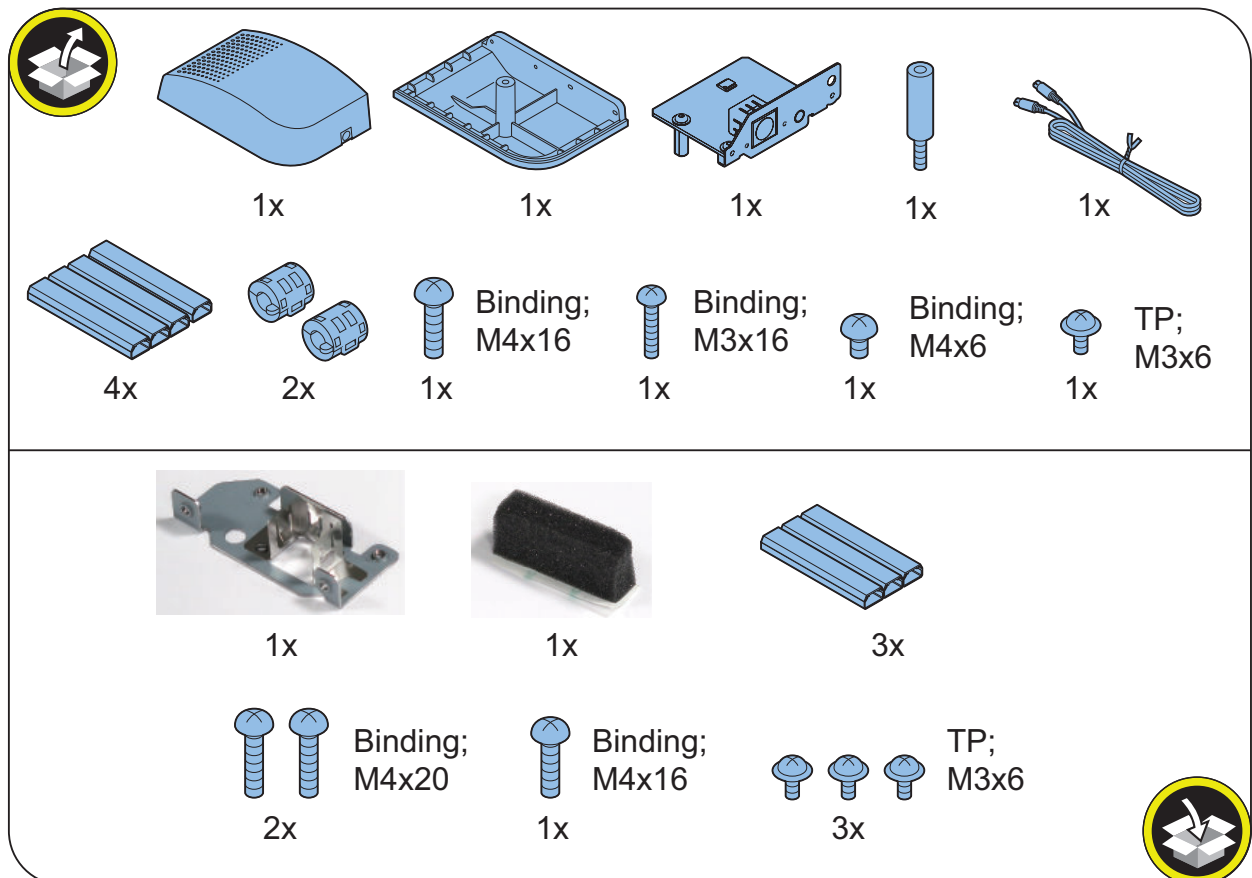


## ● Checking the Contents

### ■ Option Attachment kit for Reader-A2



### ■ Voice Guidance Kit-G1



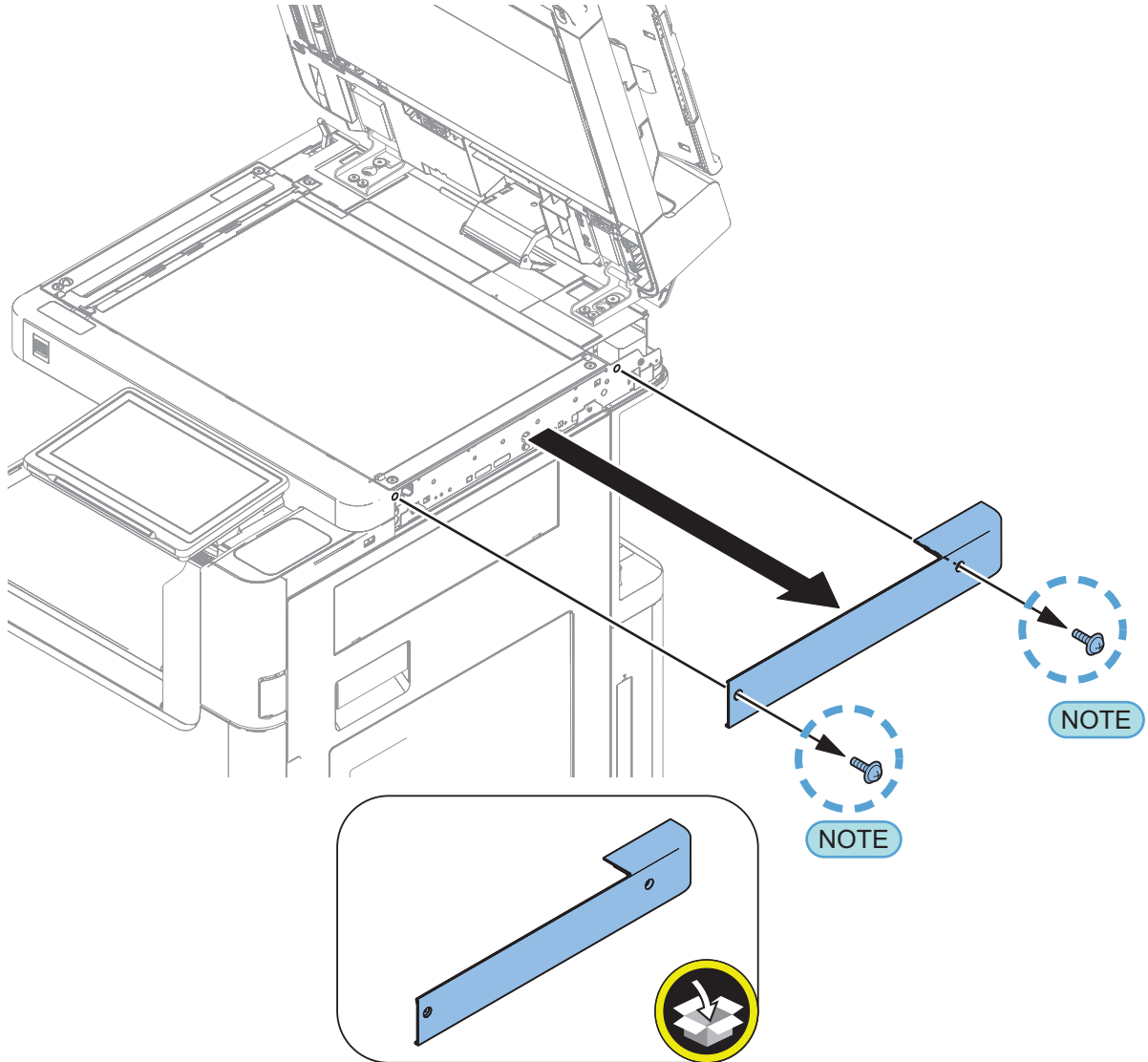


## ● Installation Procedure

### ■ Removing the Covers

□

1.



**NOTE:**

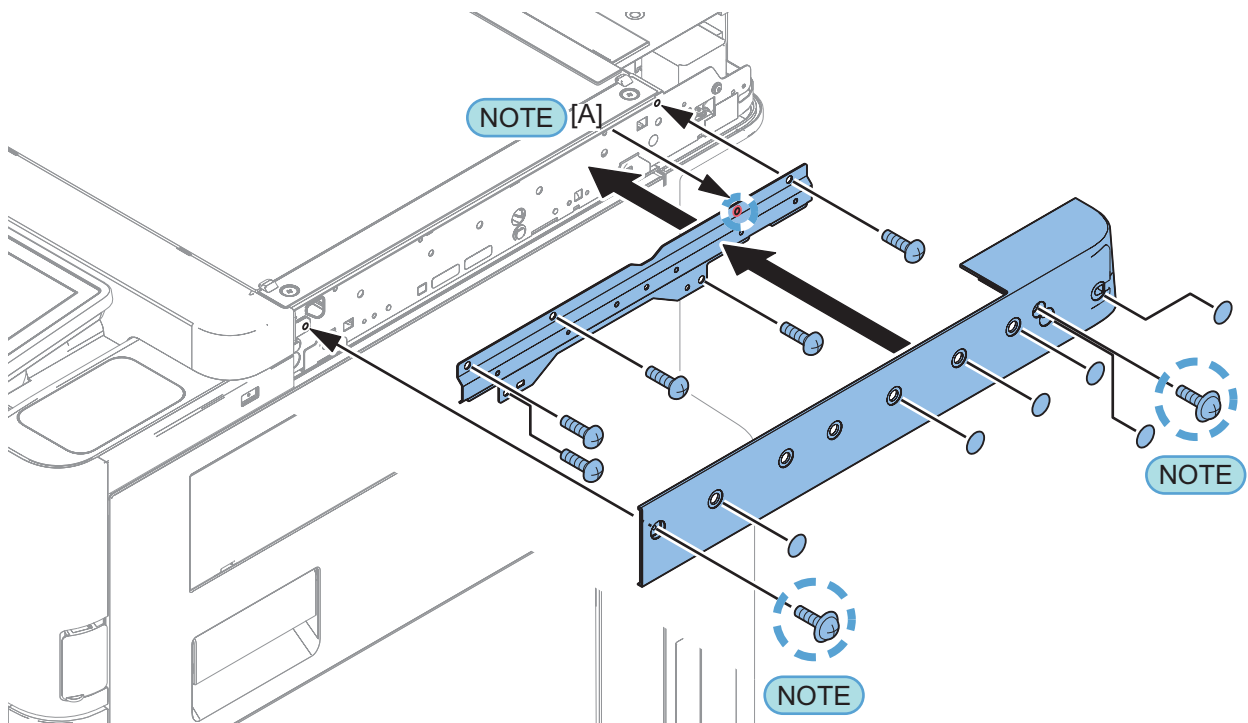
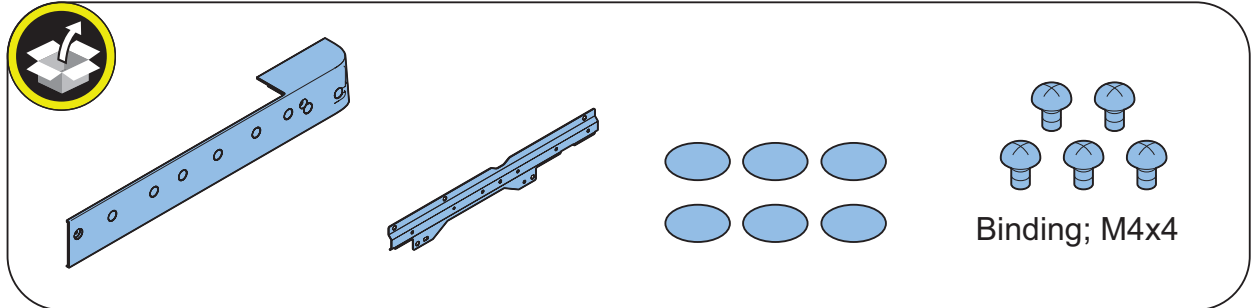
The removed screws will be used in a later step.

## ■ Installing the Option Attachment Kit for Reader

□  
1.

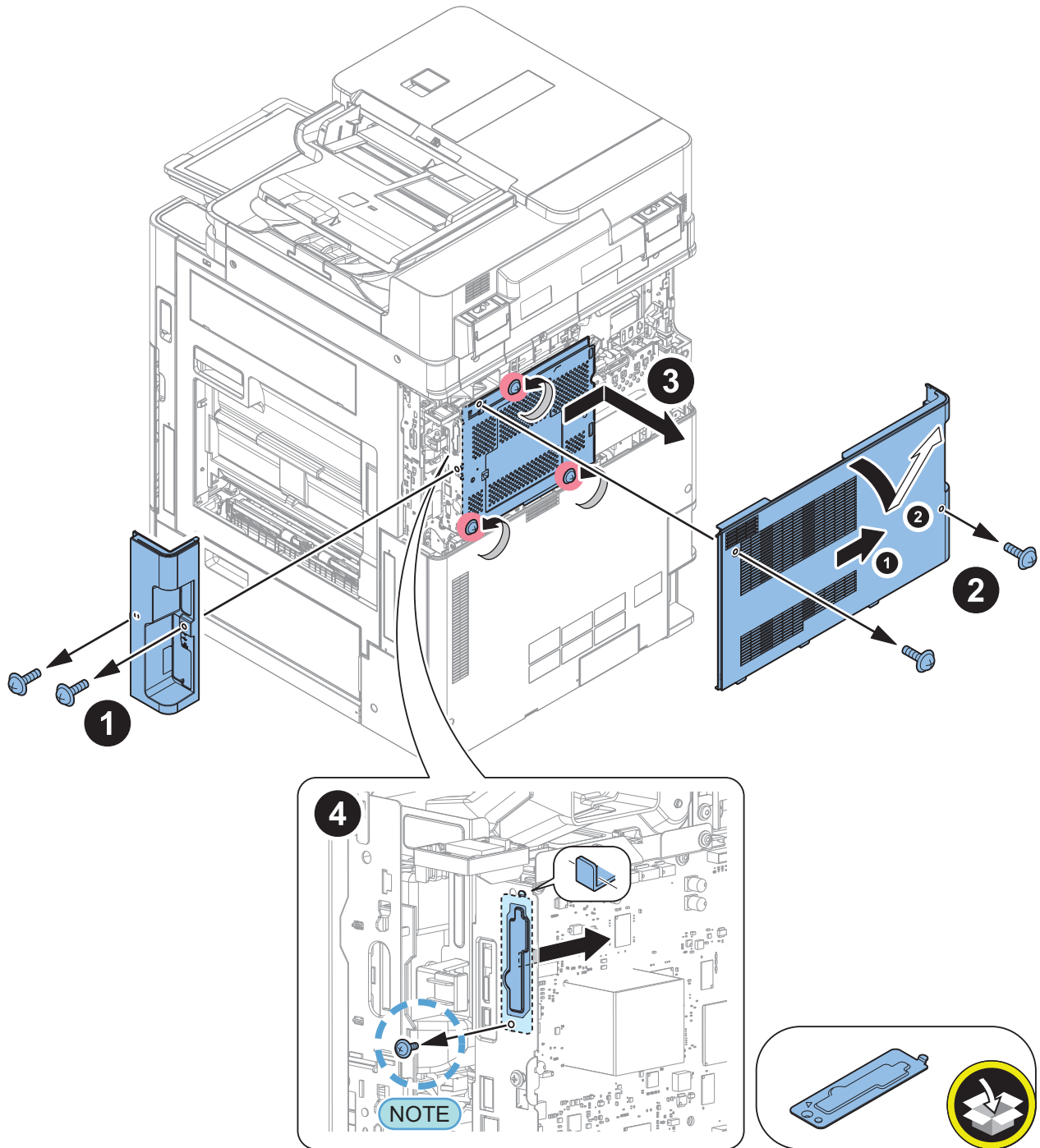
### NOTE:

- Use the screws removed in the previous step.
- Cases screw holes [A] may or may not be present.
- This screw holes [A] is not used.



## Removing the Covers

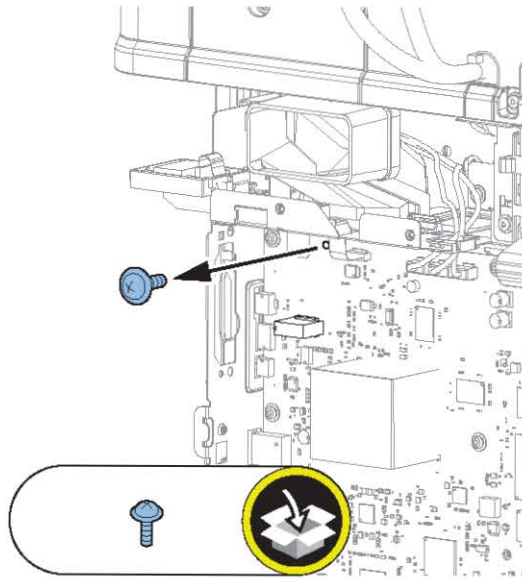
□  
1.



## ● Installing the Voice Guidance Kit

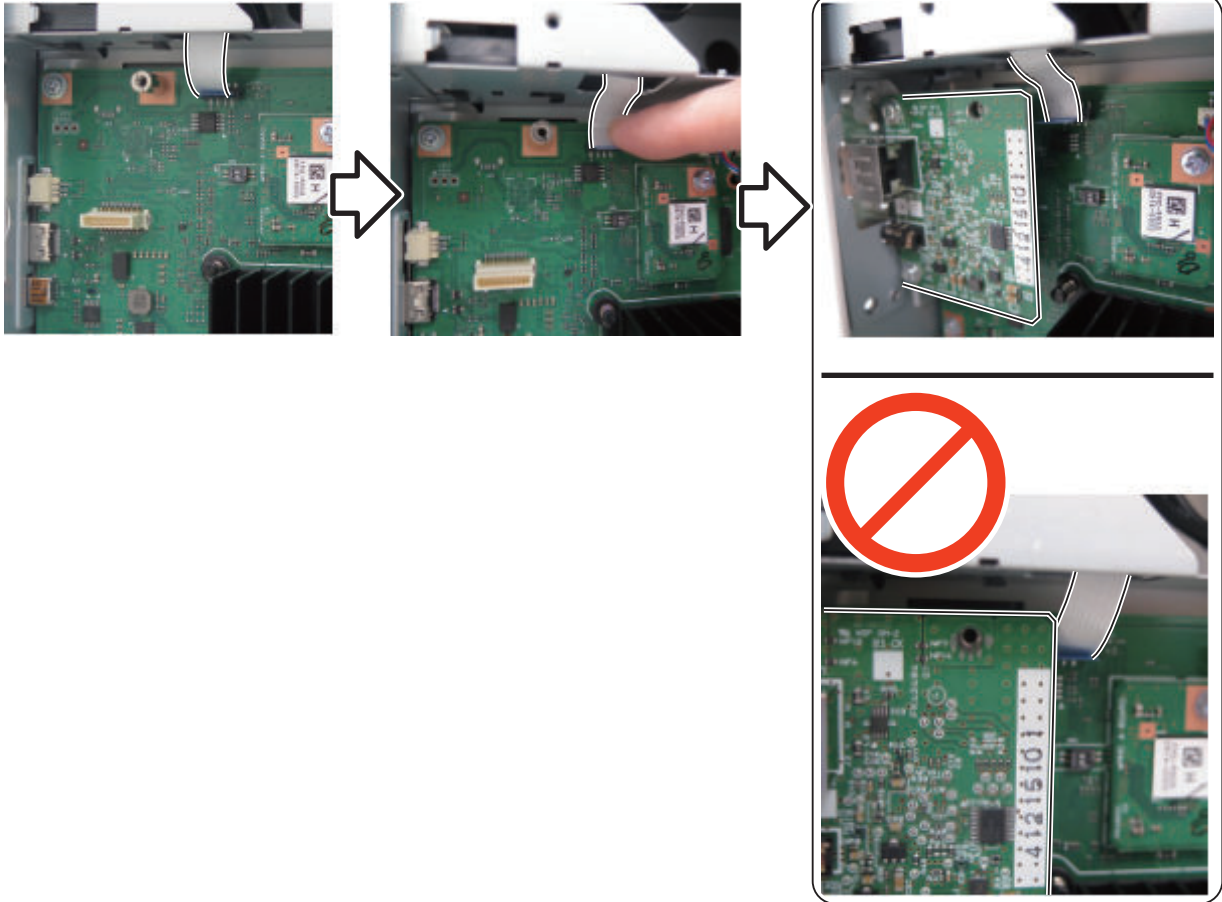
□

1.

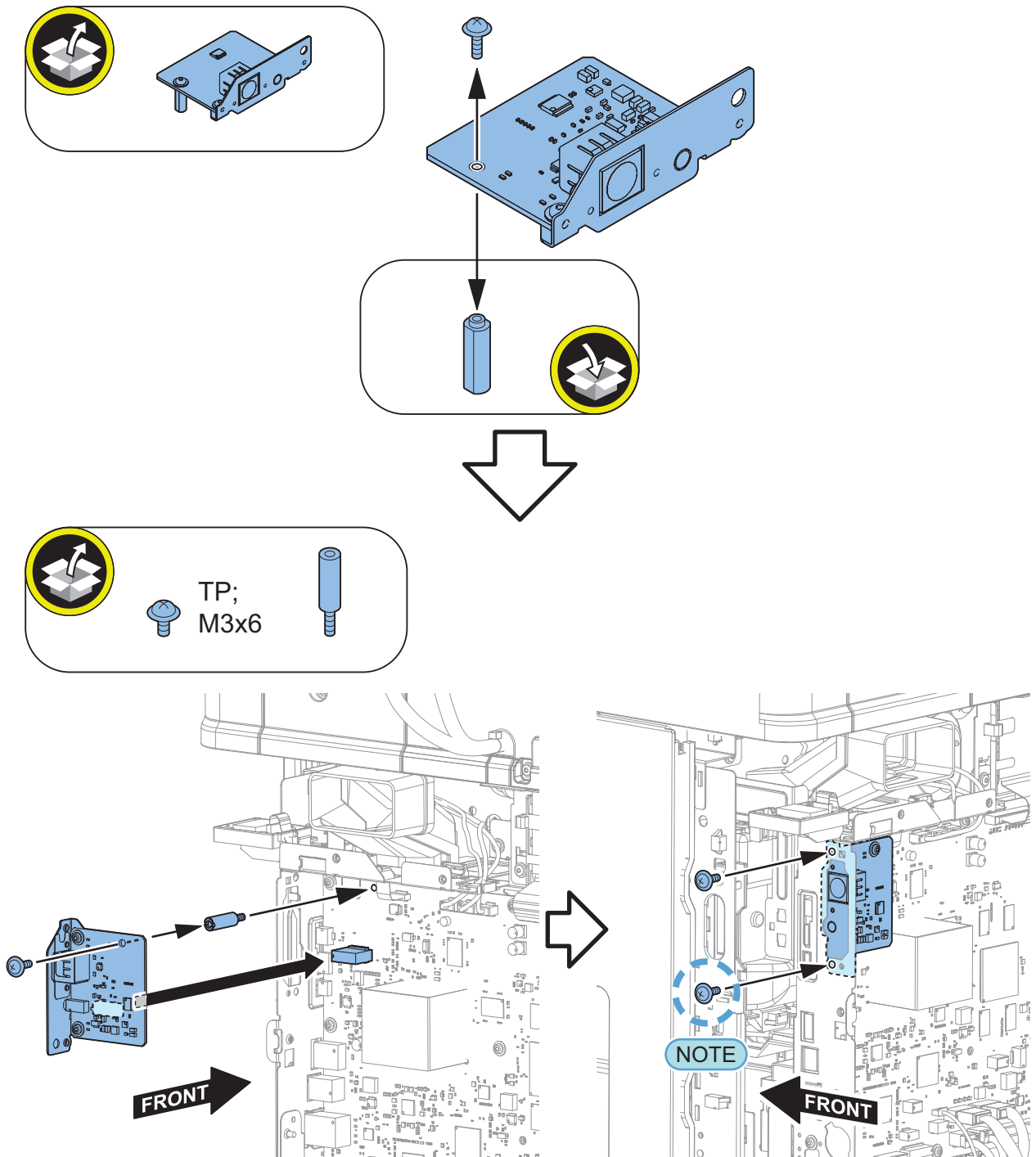


□  
2.**CAUTION:**

- Be sure not to be pressed an end face of an FFC cable by the edge of the board when installing and fixing the voice guidance board.
- Install the FFC cable away from the edge of the board.

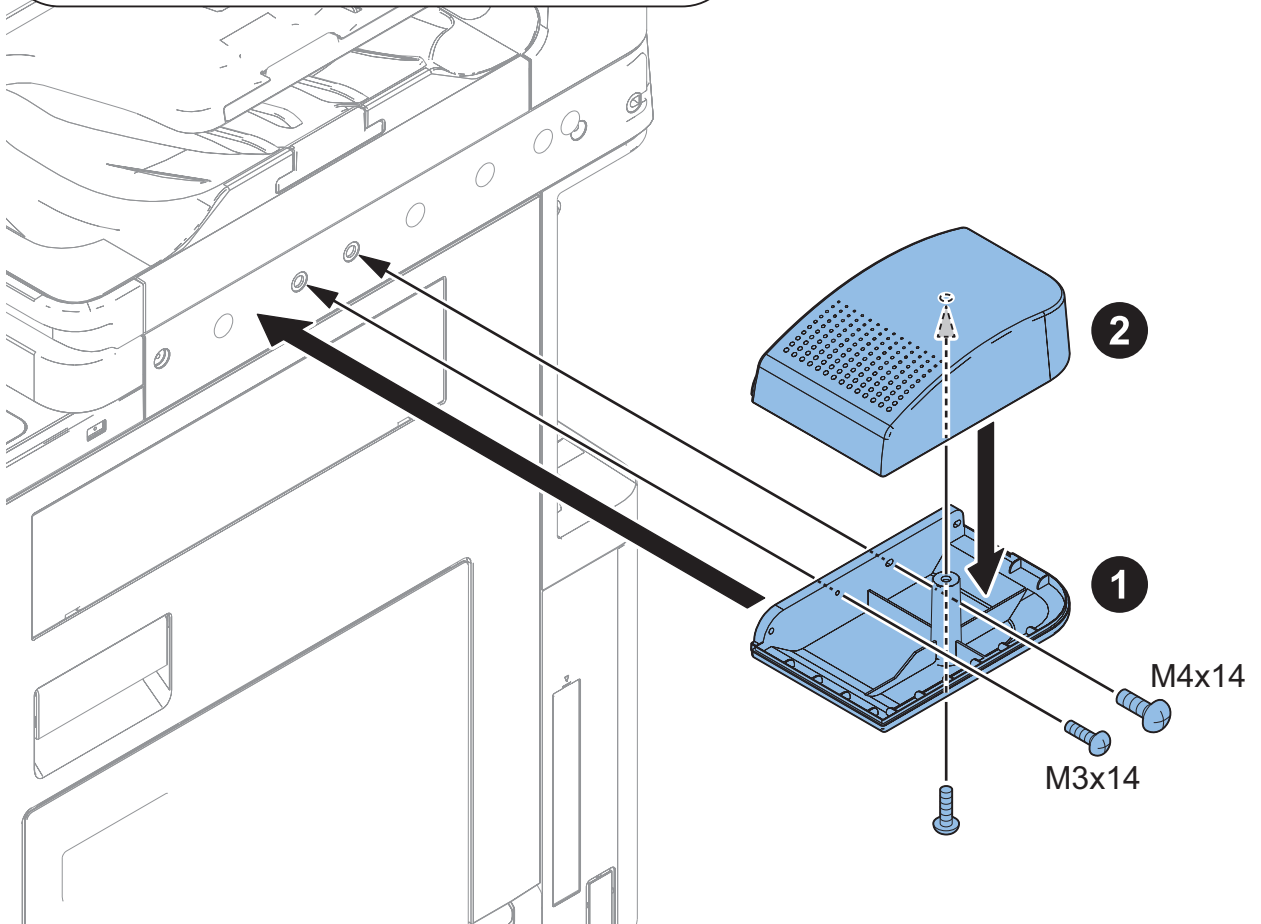
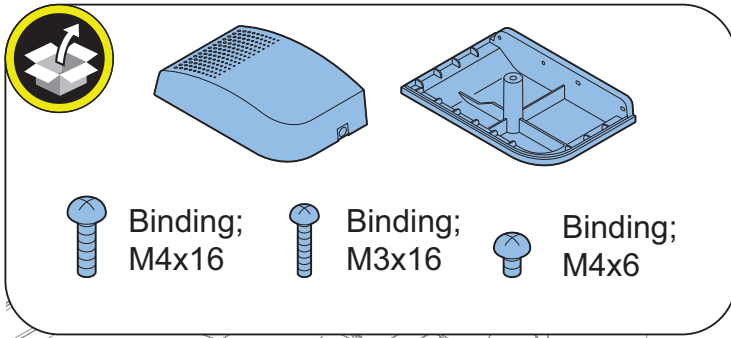


**NOTE:**  
Removing the Covers > Use the screws removed in step 1



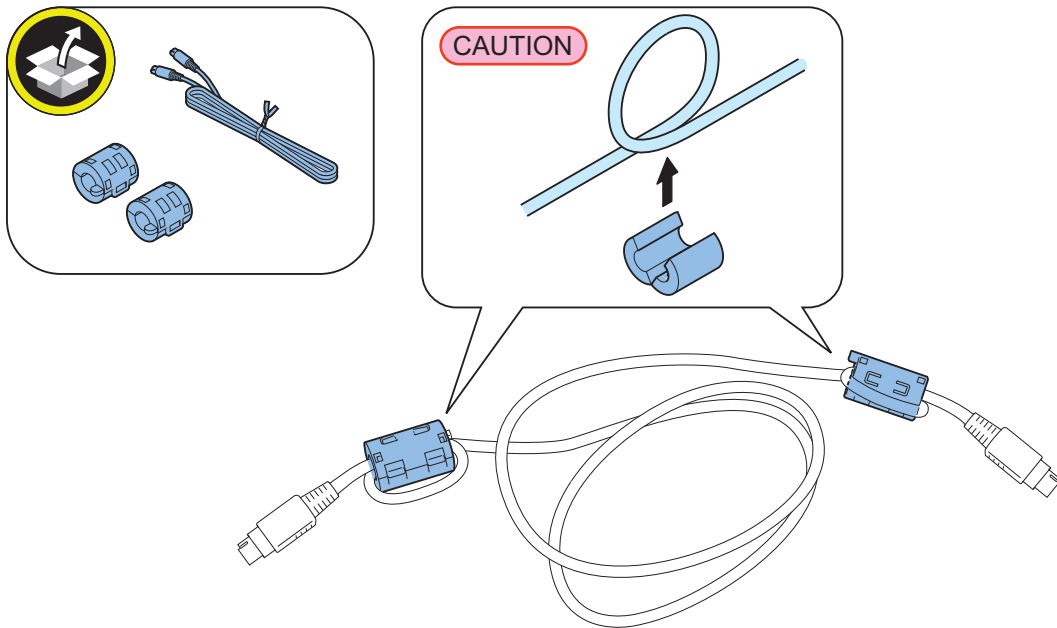
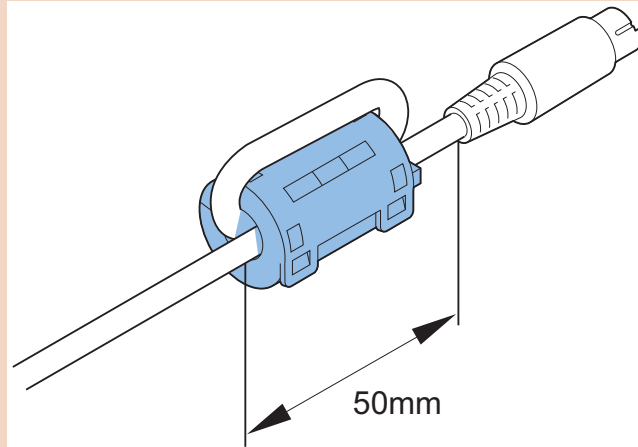
- 
- 3.** Install the cover removed in the previous step.

□  
4.



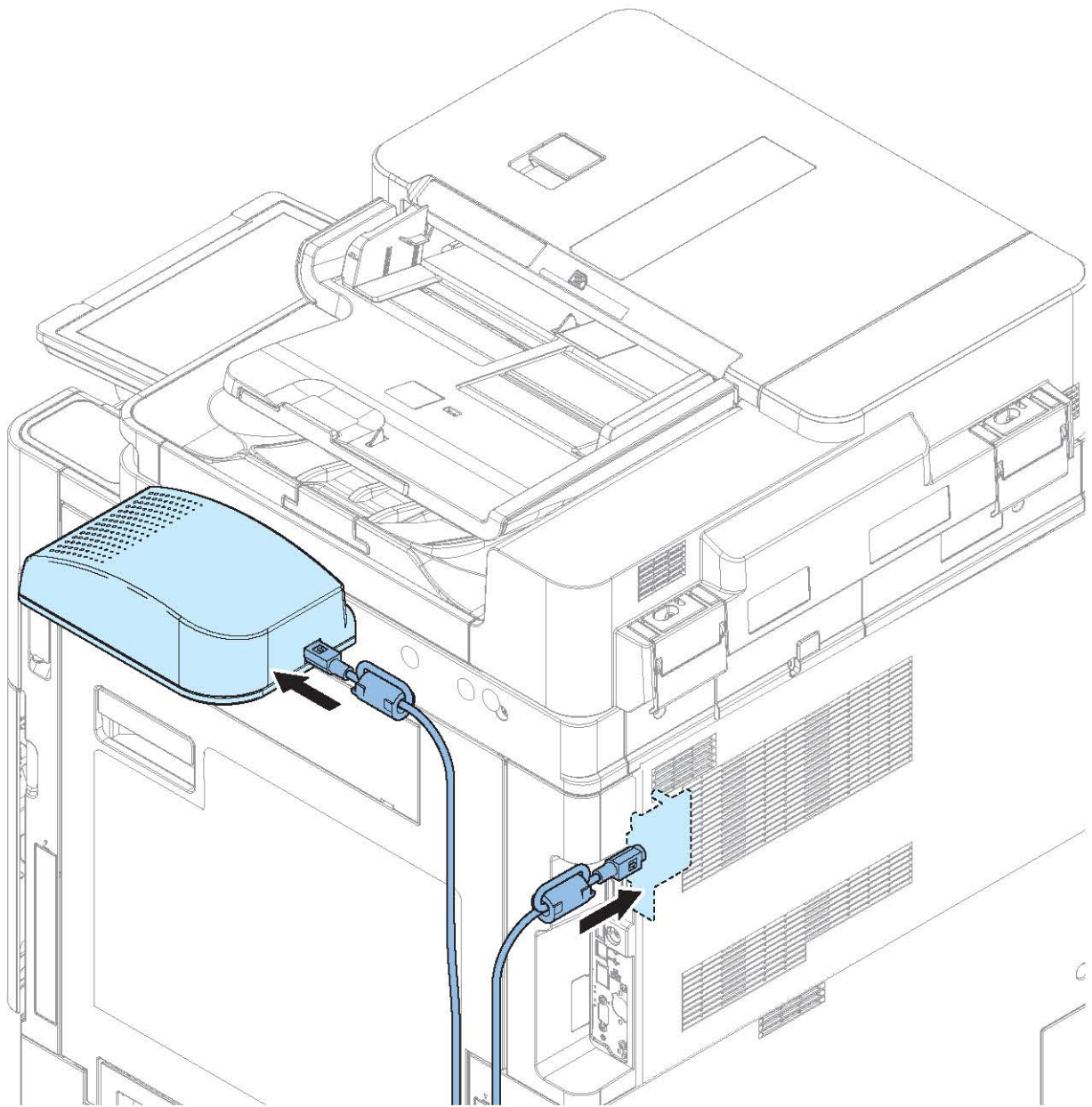
□  
**5.****CAUTION:**

Make sure that the installation location for the Ring Cores should be within 50 mm from the end of the Speaker Cable.



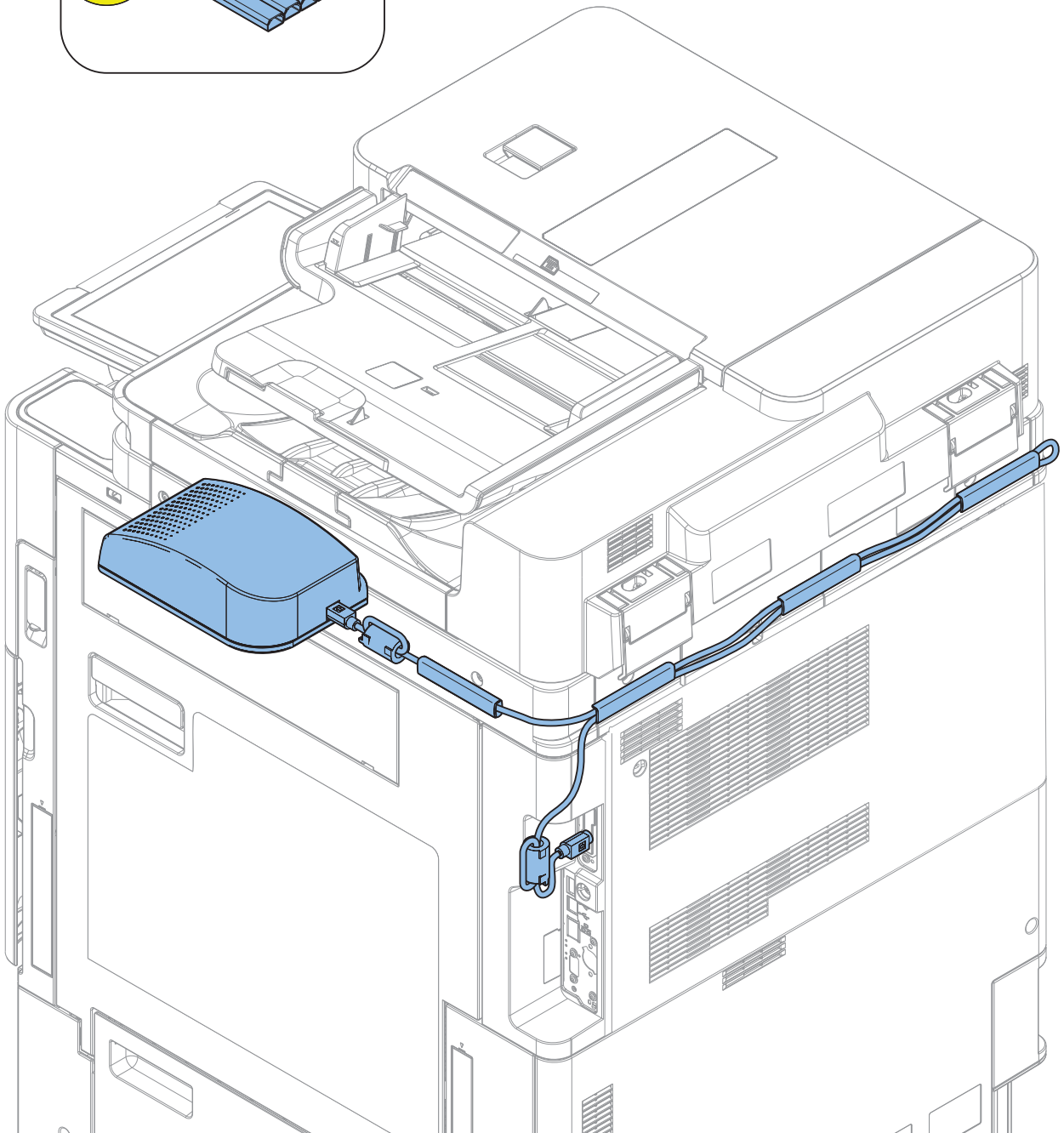
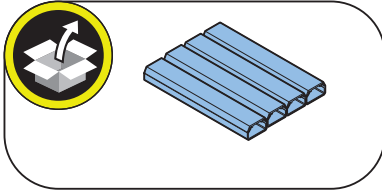


□  
**6.**



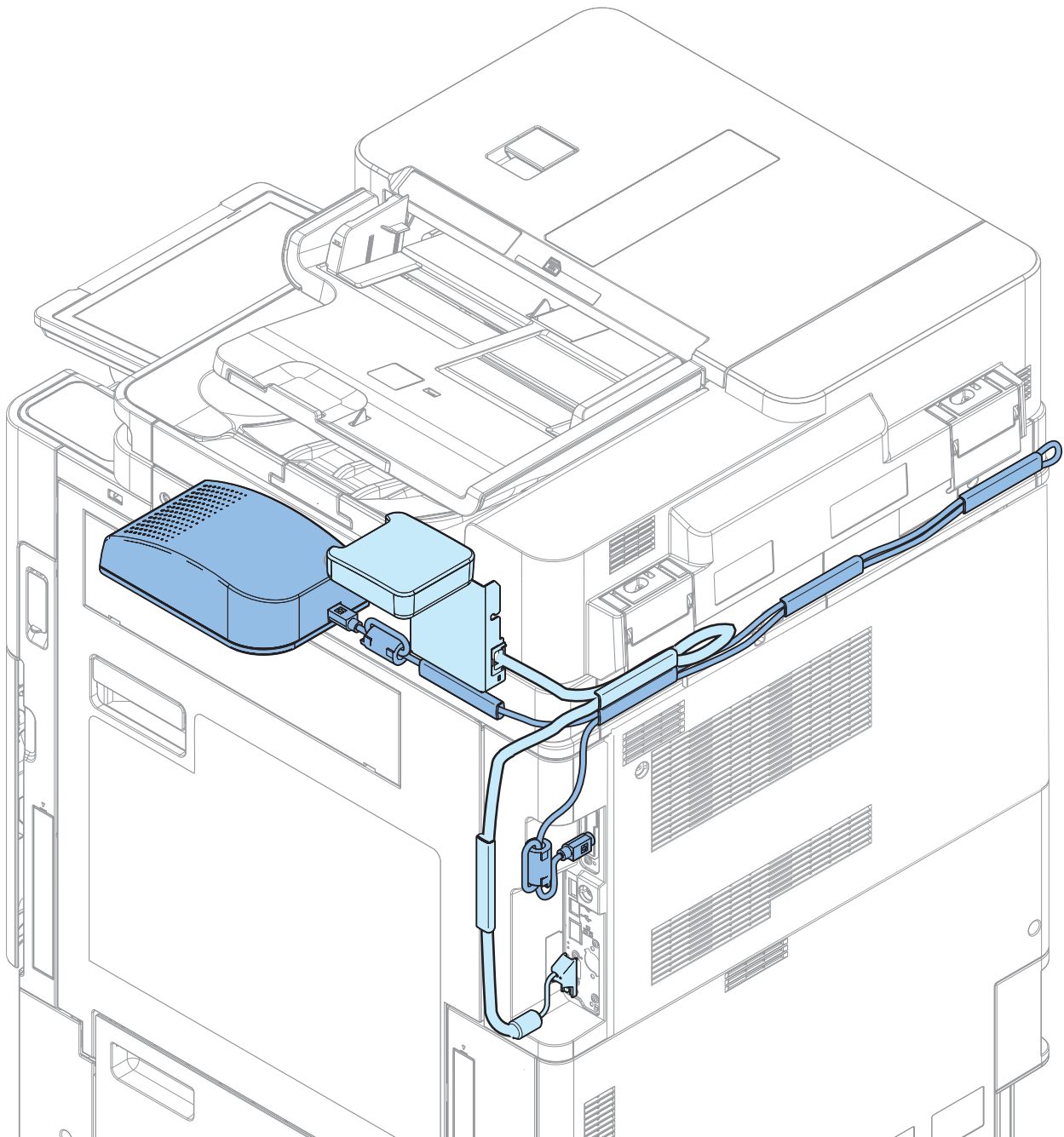
□  
7.**CAUTION:**

- Do not stick the guide to the air vent.
- Do not route the cable at the air vent.



**NOTE:**

When used with the Copy Card Reader



## ● Checking the Settings

**NOTE:**

When changing the settings upon user's request, it is required to log in as a system manager in accordance with instructions from the user administrator.



1. Connect the power plug of the host machine to the outlet.

2. Turn ON the main power switch.
3. Select Settings/Registration > Preferences > Accessibility > Voice Navigation Settings > Use Voice Navigation, and check that the setting is ON.
4. Select Settings/Registration > Preferences > Accessibility > Voice Navigation Settings > Voice Guide from Speakers, and check that the setting is ON.

## Operation Check

### NOTE:

Perform the following check from the Voice Recognition button on the numeric keypad.

### ■ When Using



1. Press the Voice Guidance Start button.
2. Once the indication on the screen is framed in red, the "Voice Guidance Kit" becomes enabled.

### ■ When Stopping to Use



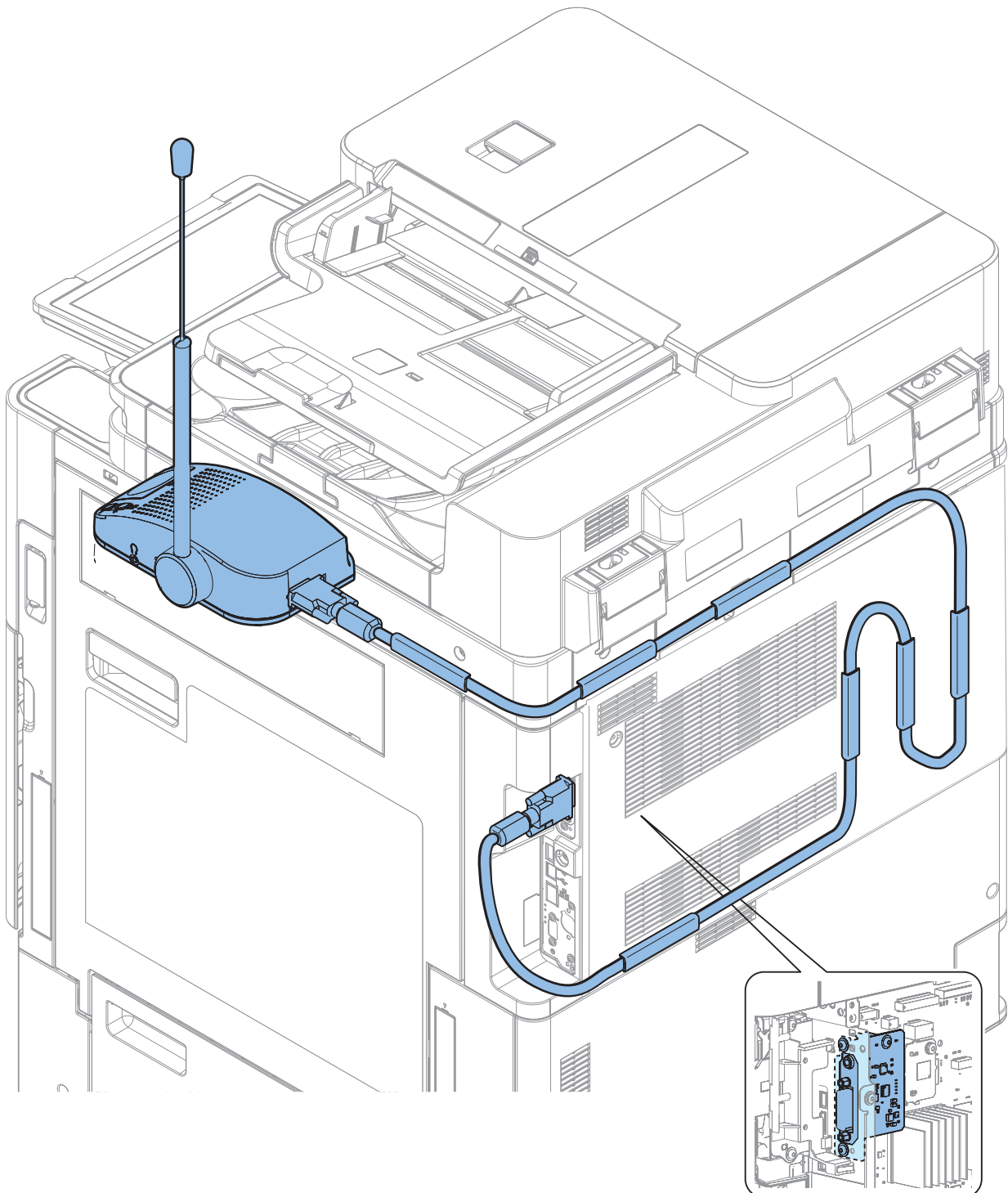
1. Press the Voice Guidance Start button.

## Voice Operation Kit-D1/Option Attachment kit for Reader-A2

### Points to Note at Installation

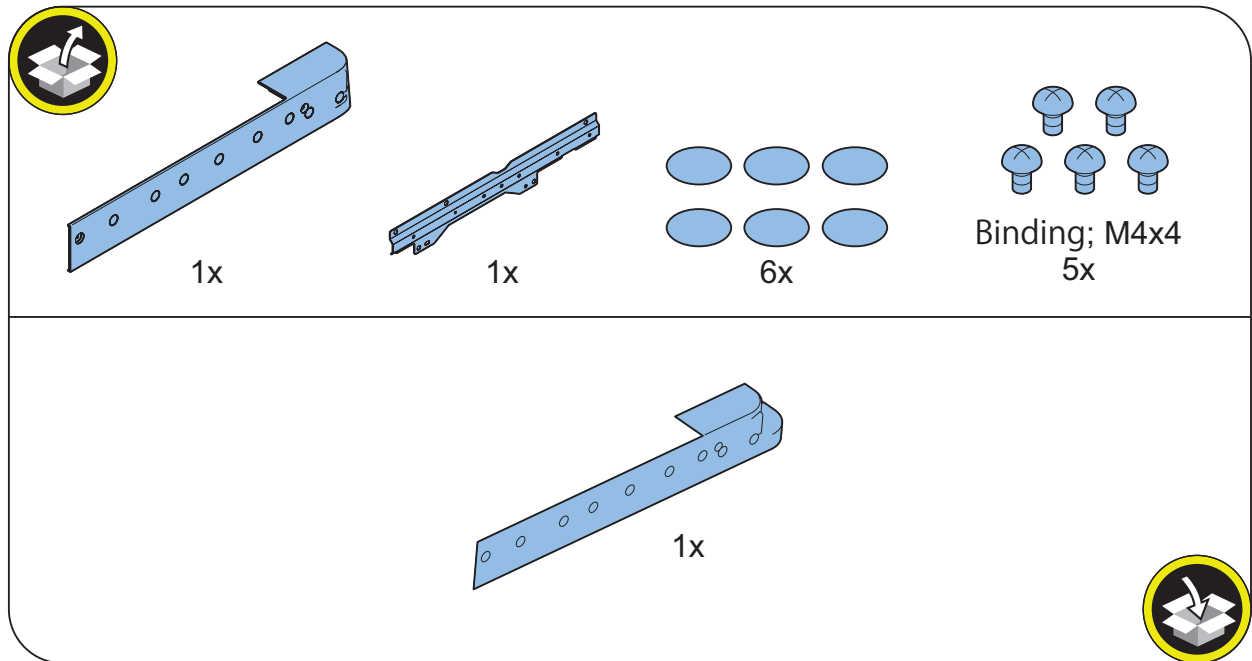
- When installing this equipment, the another option "Option Attachment kit for Reader" is needed.
- When installing this equipment, the another option "Numeric Keypad" is required. Refer to the Installation Procedure for the Numeric Keypad when installing the Numeric Keypad.
- When installing this equipment, be sure to install it by referring to "Combination Table for Options".

### Installation Outline Drawing

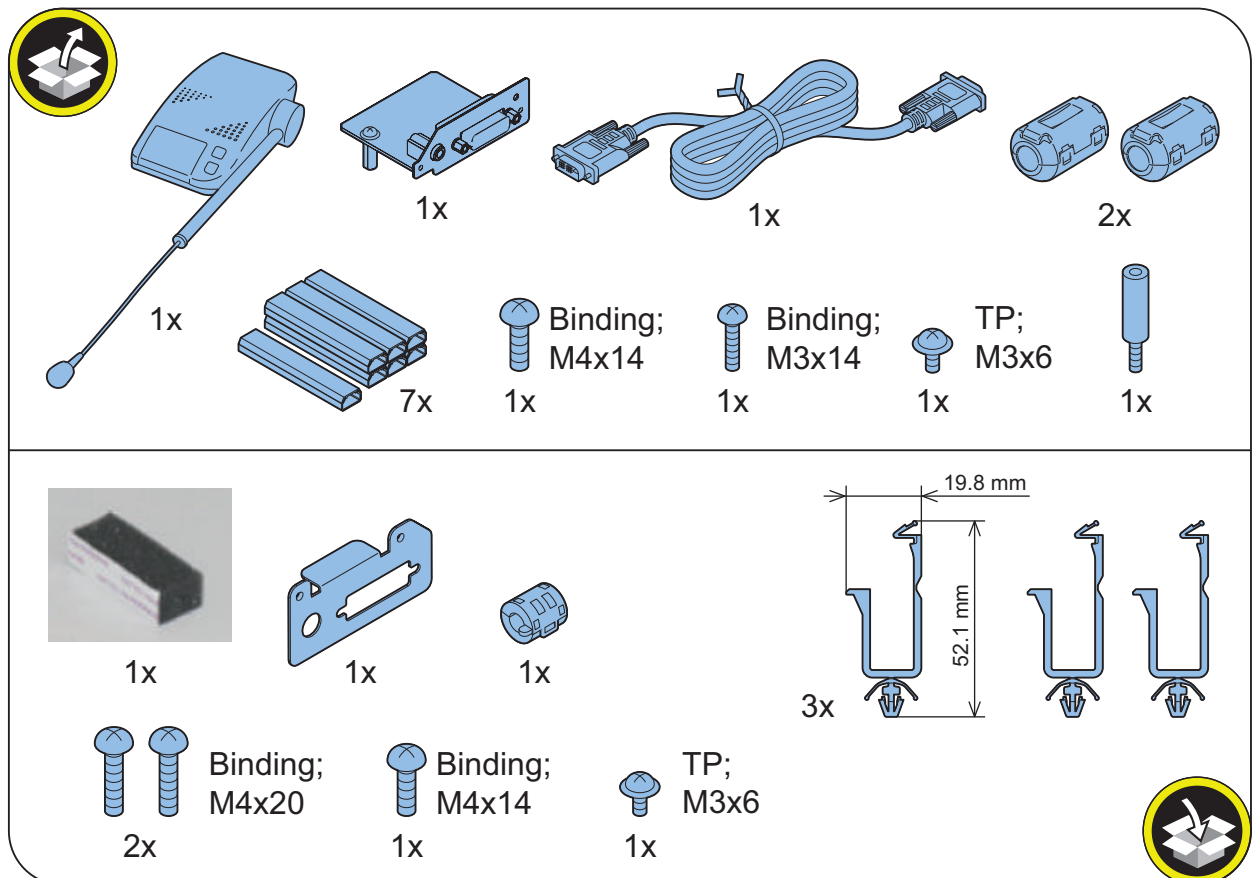


## ● Checking the Contents

### ■ Option Attachment kit for Reader-A2



### ■ Voice Operation Kit-D1

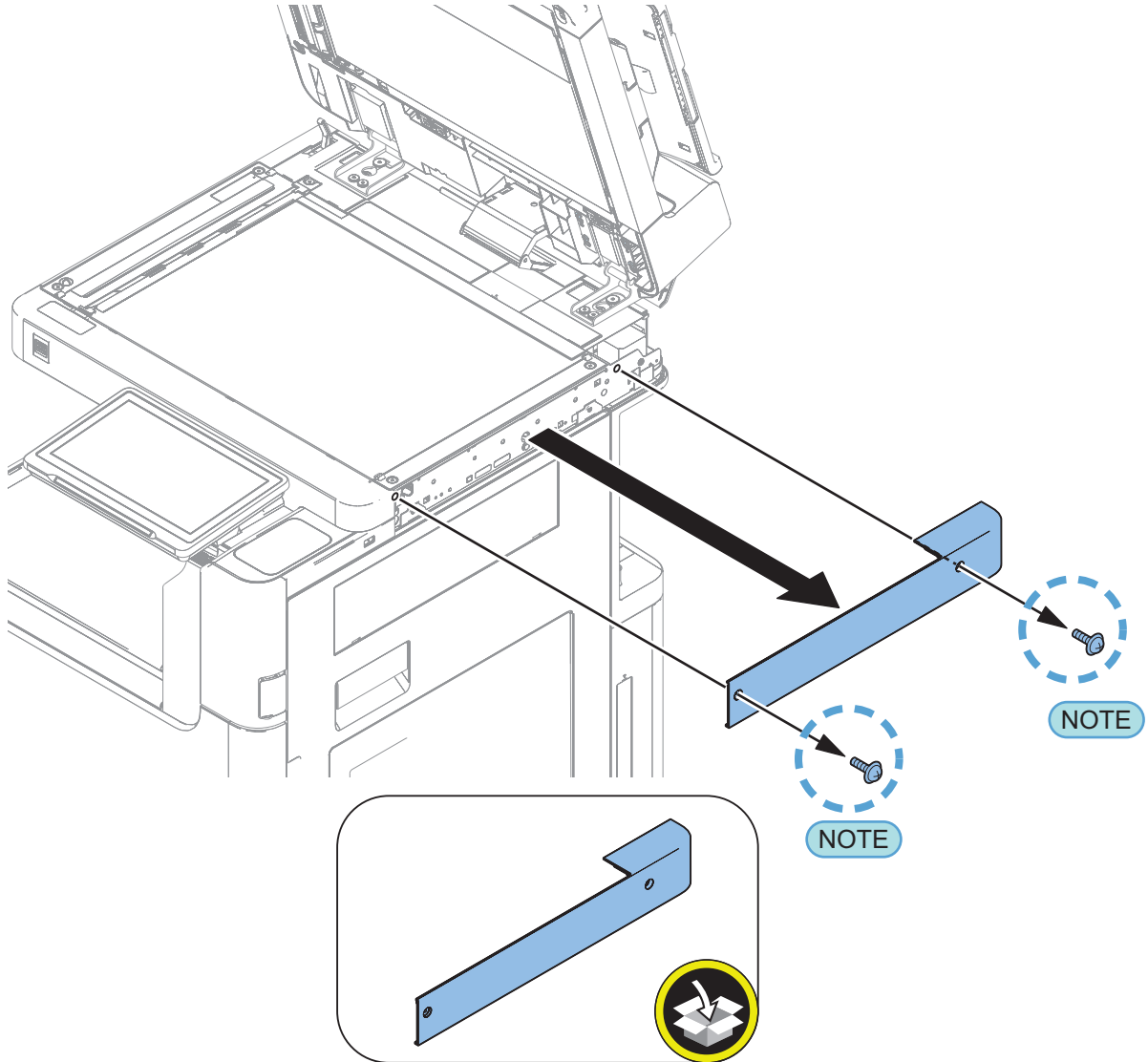


## Installation Procedure

### ■ Removing the Covers

□

1.



**NOTE:**

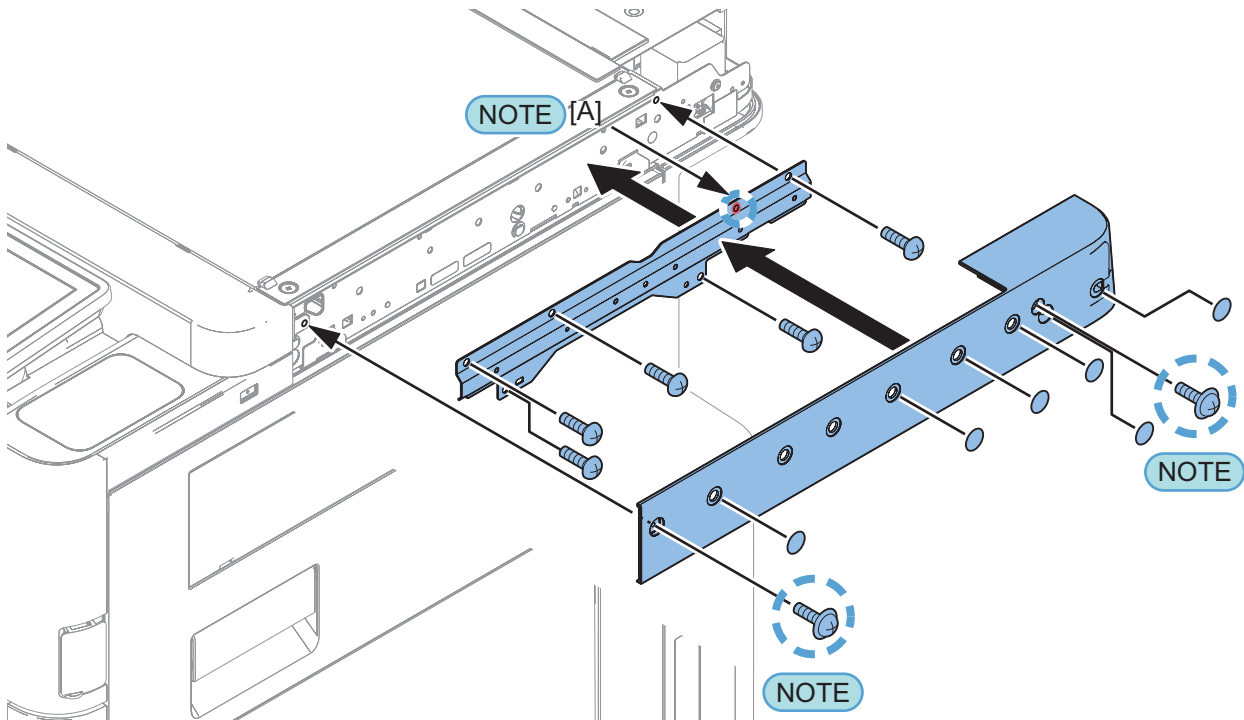
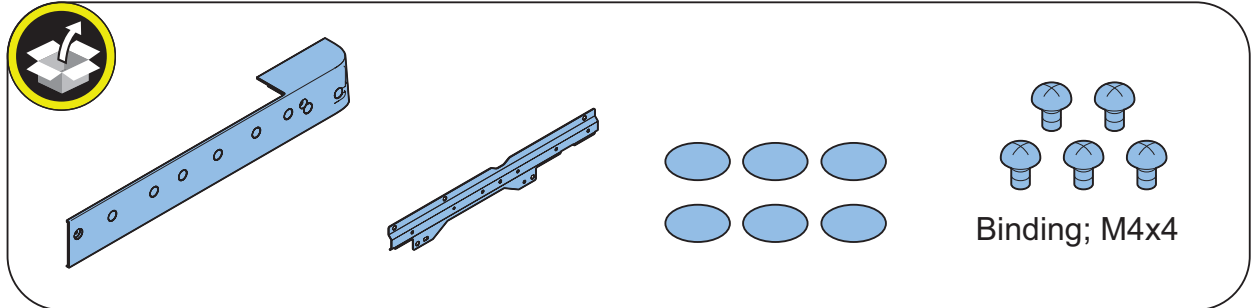
The removed screws will be used in a later step.

## ■ Installing the Option Attachment Kit for Reader

□  
1.

### NOTE:

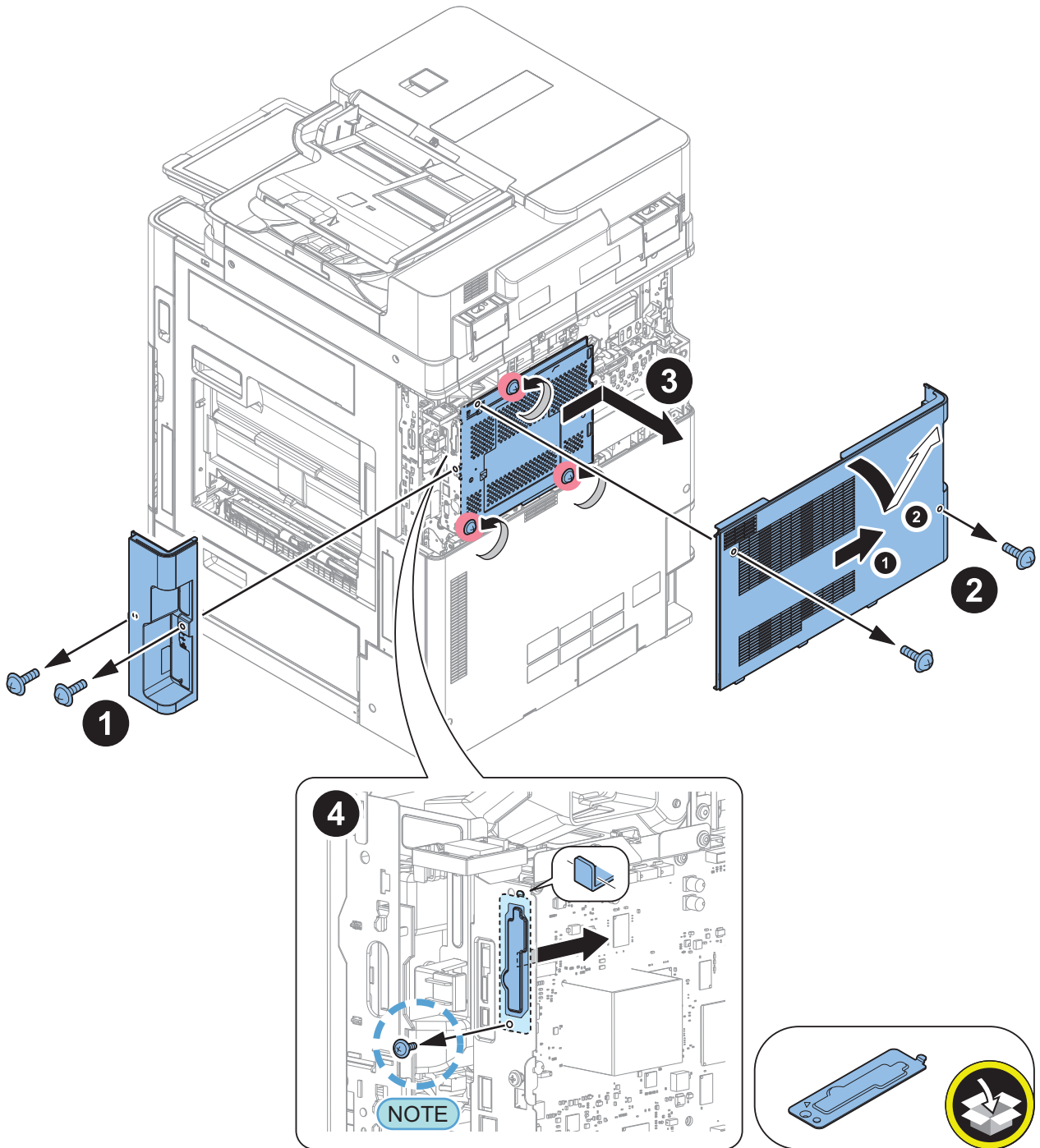
- Use the screws removed in the previous step.
- Cases screw holes [A] may or may not be present.
- This screw holes [A] is not used.





## ● Removing the Covers

□  
1.

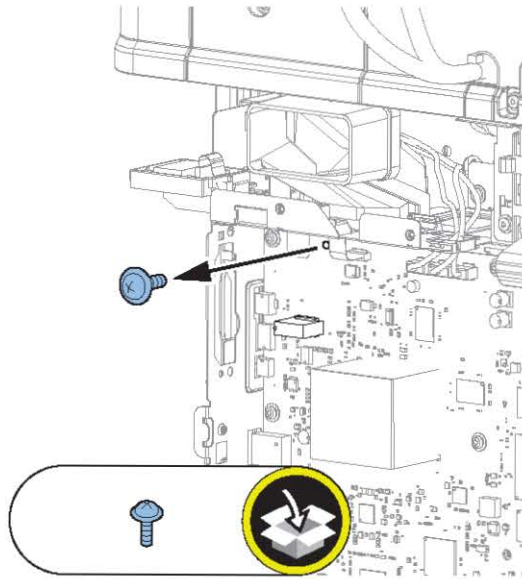


**NOTE:**  
The removed screws will be used Step2 of Voice Operation Kit installation.

## ● Installing the Voice Operation Kit

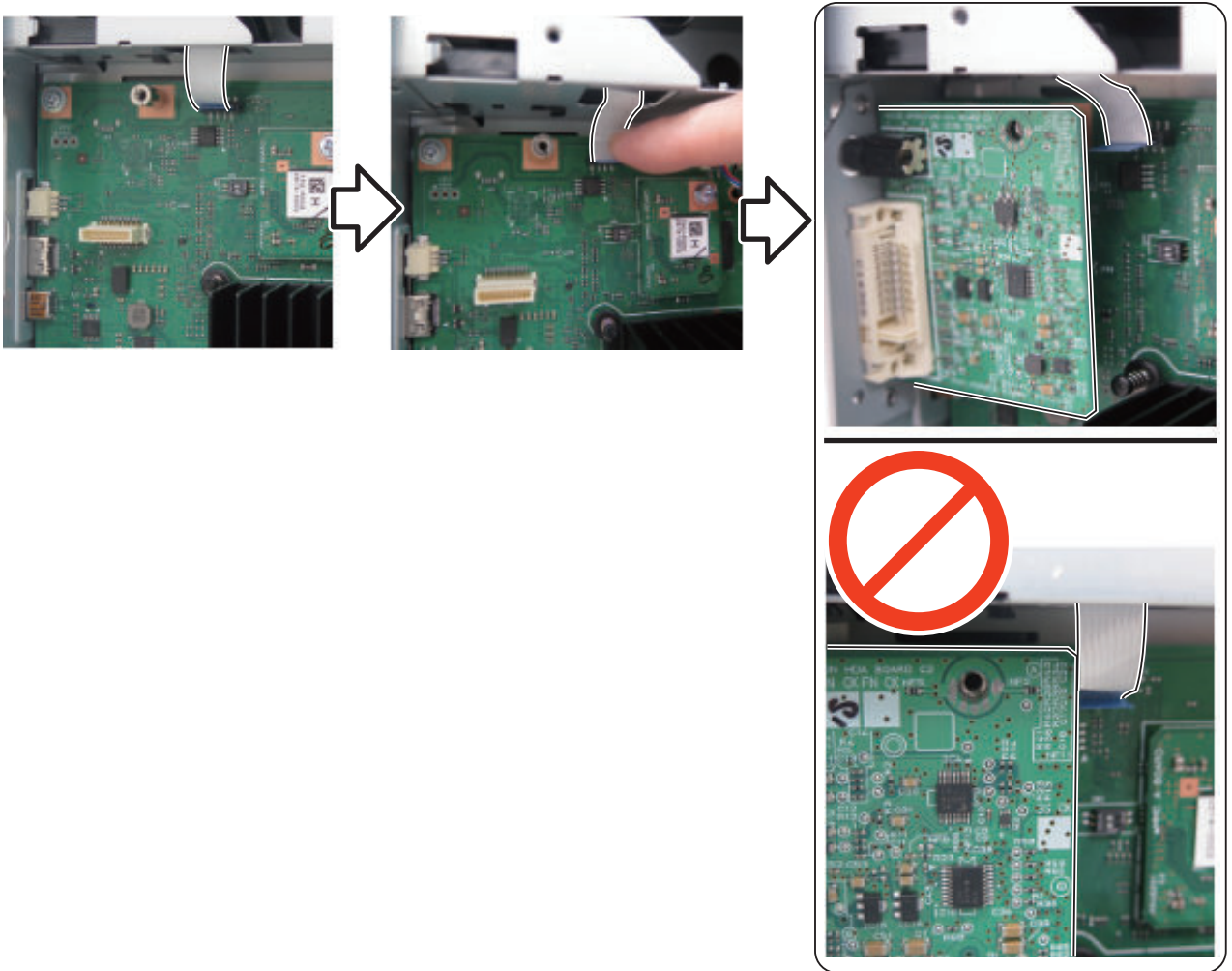
□

1.



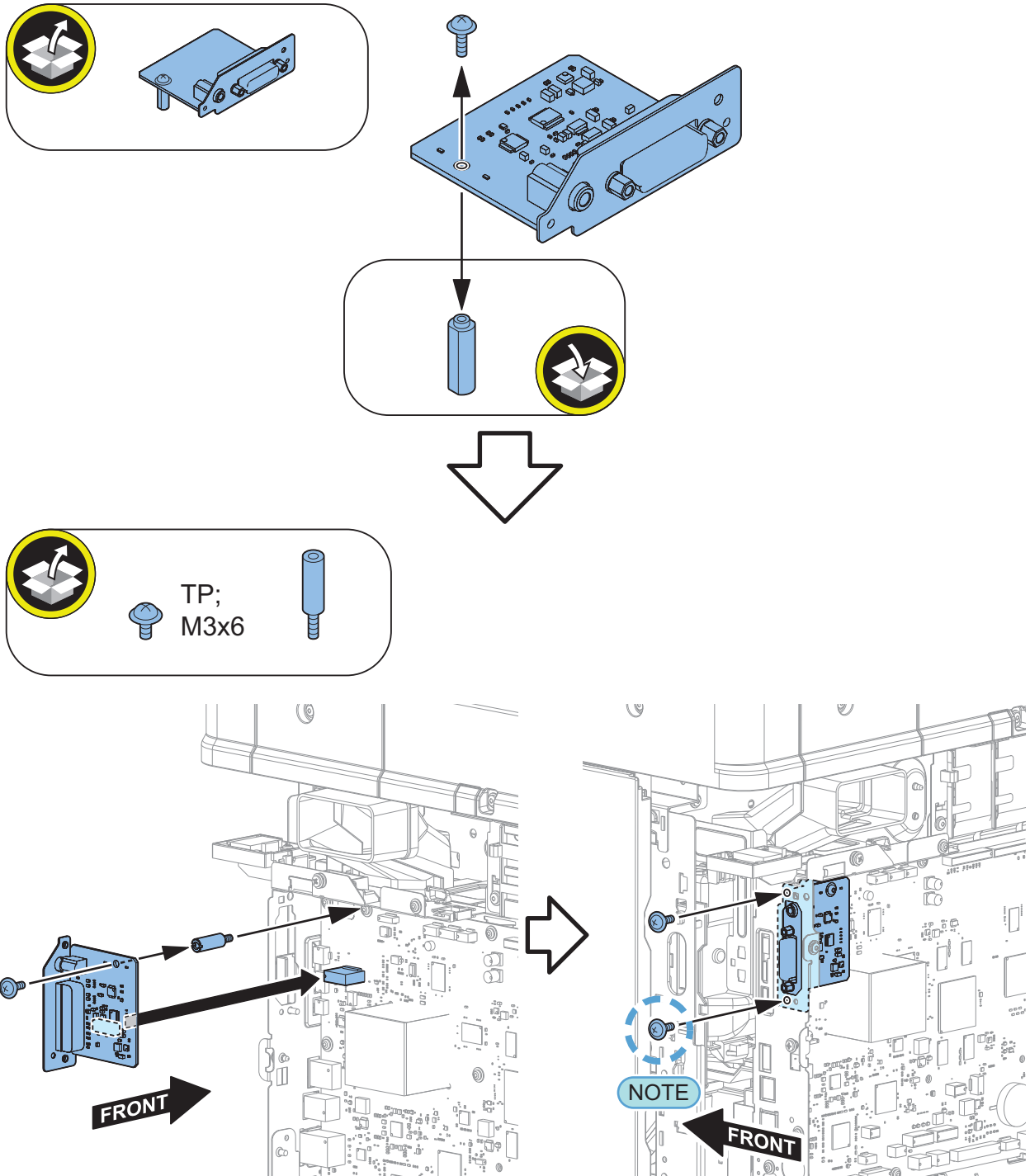
□  
2.**CAUTION:**

- Be sure not to be pressed an end face of an FFC cable by the edge of the board when installing and fixing the voice recognition board.
- Install the FFC cable away from the edge of the board.



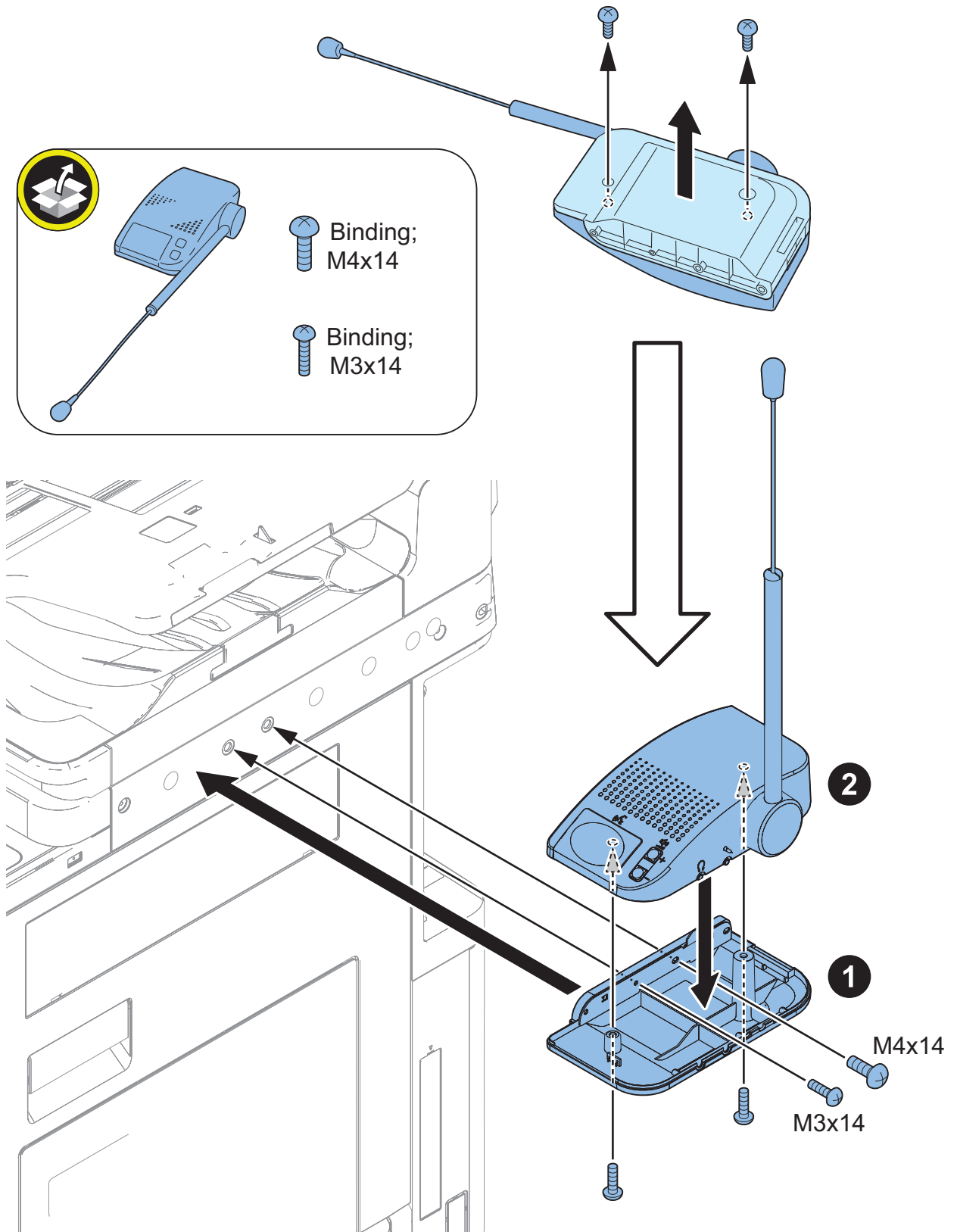
**NOTE:**

Removing the Covers &gt; Use the screws removed in step 1

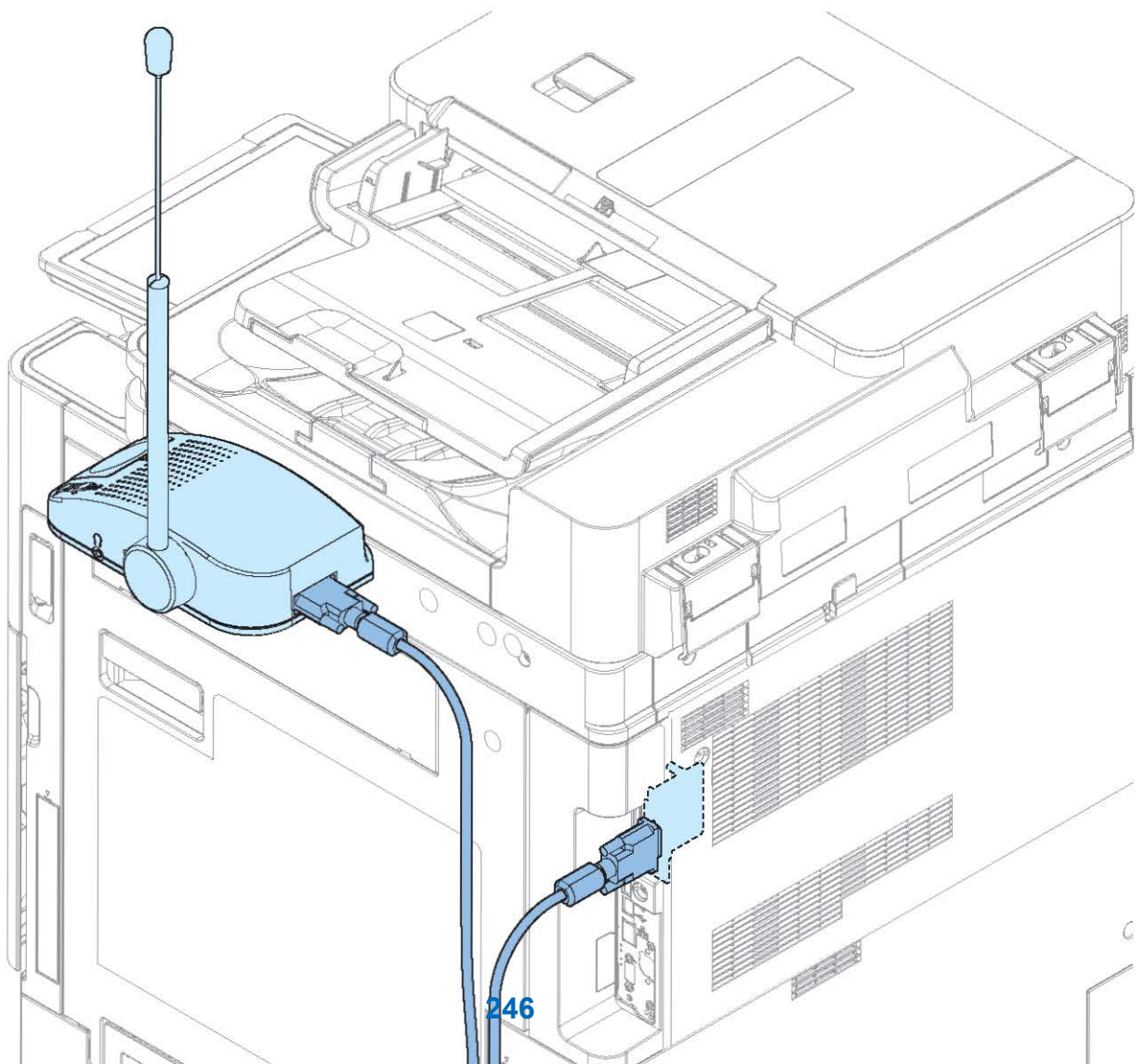
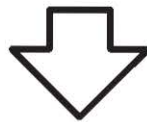
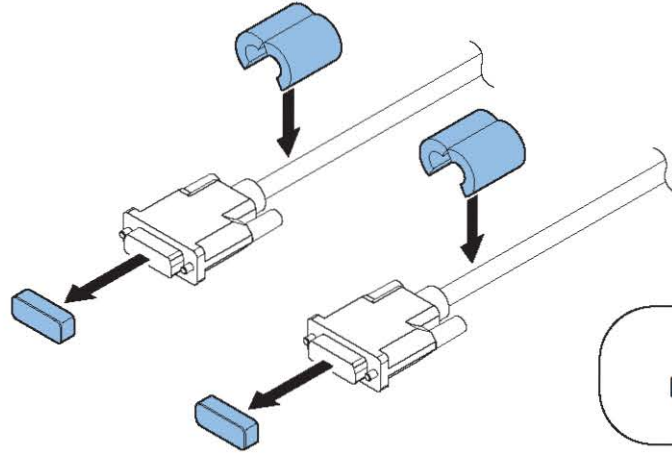
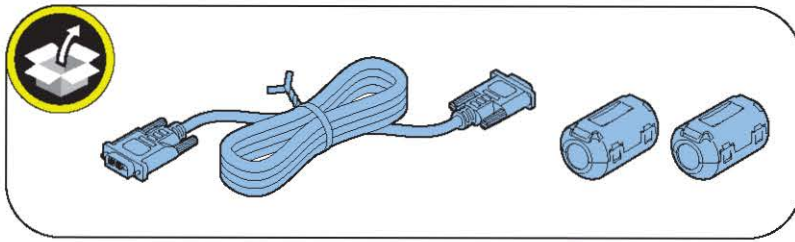


- 
- 3.** Install the cover removed in the previous step.

□  
4.

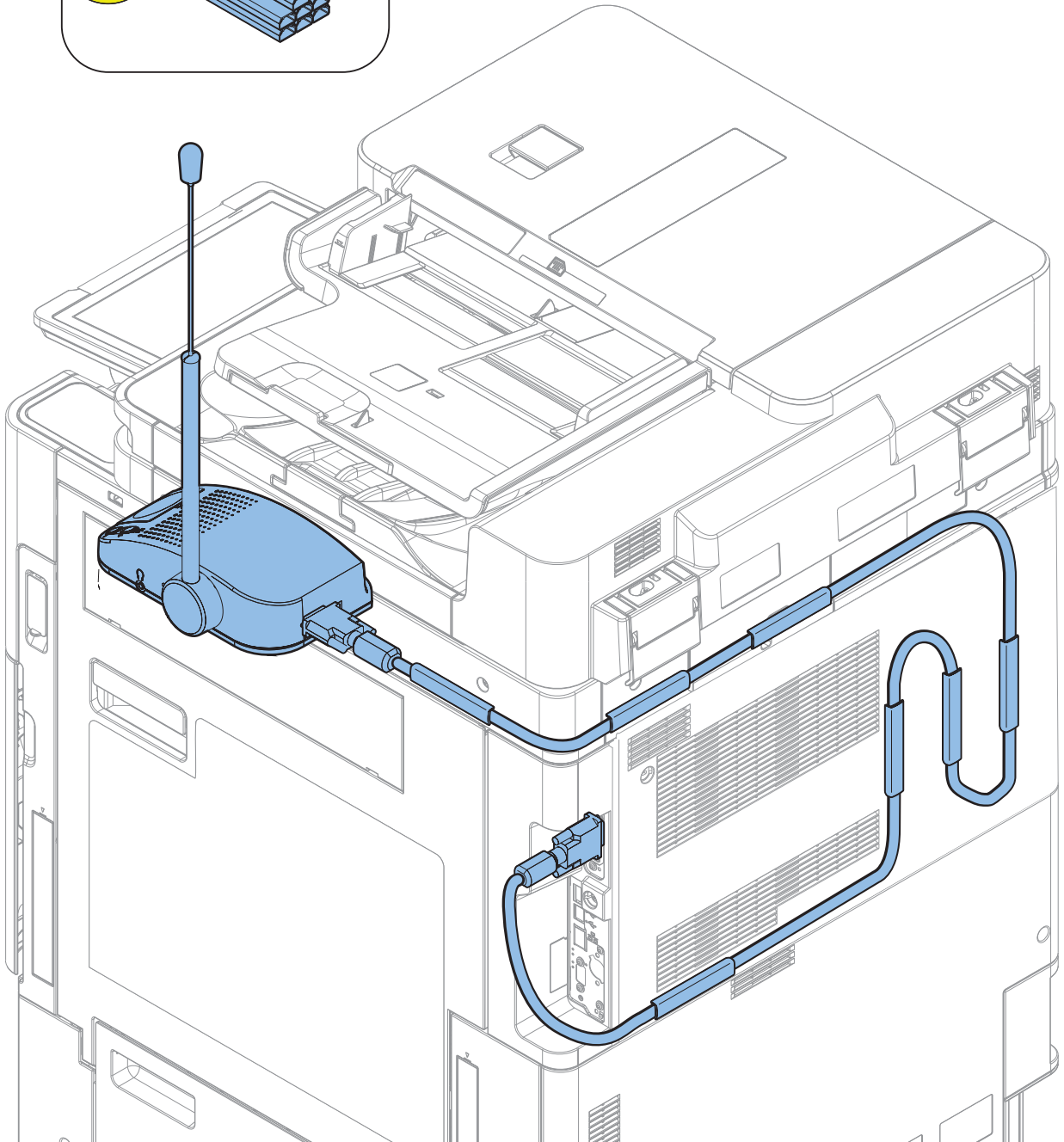
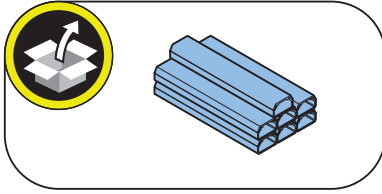


□  
**5.**



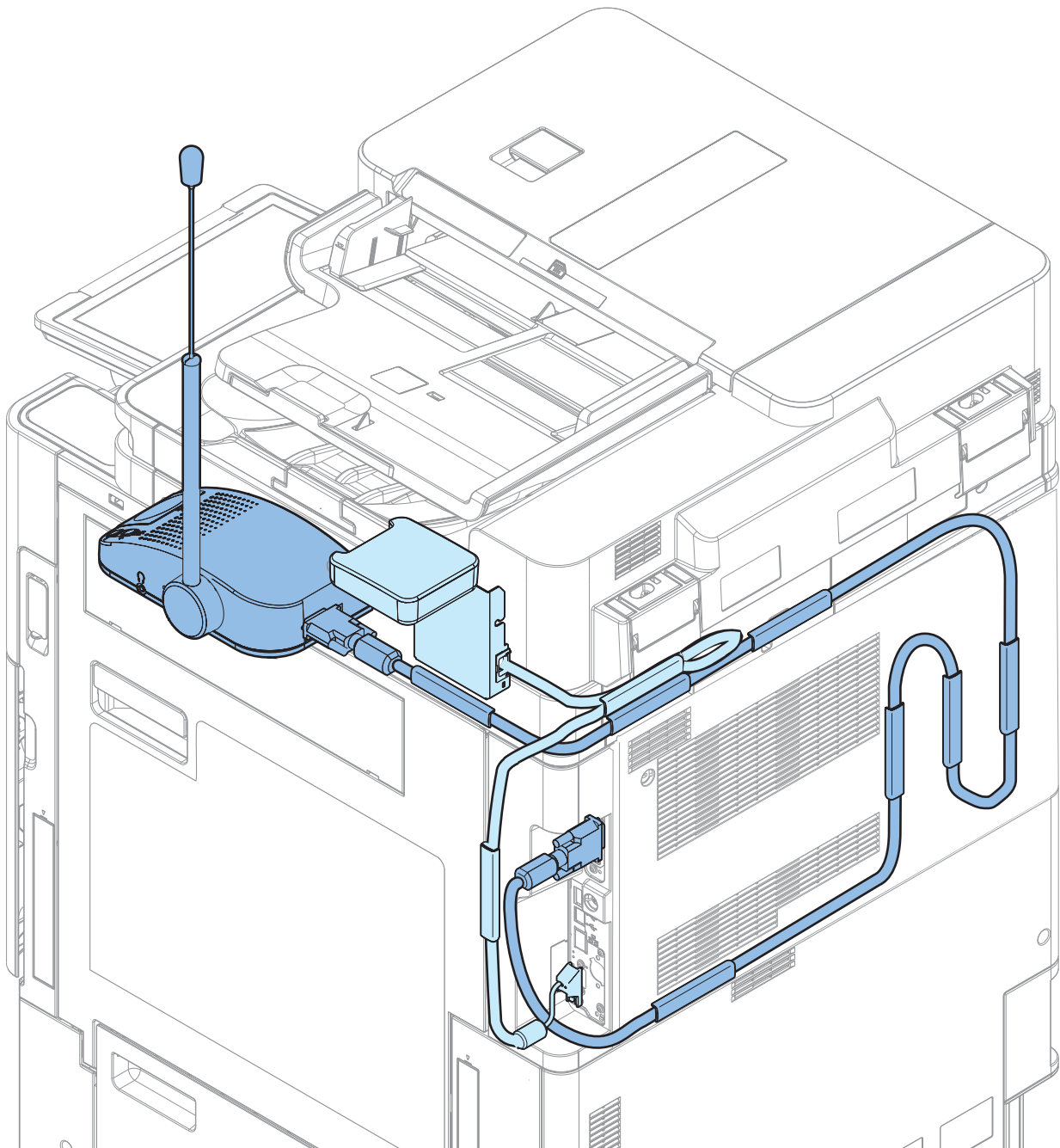
□  
6.**CAUTION:**

- Do not stick the guide to the air vent.
- Do not route the cable at the air vent.



**NOTE:**

When used with the Copy Card Reader



## ● Checking after Installation

**NOTE:**

When changing the settings upon user's request, it is required to log in as a system manager in accordance with instructions from the user administrator.



- 
1. Connect the power plug of the host machine to the outlet.
  2. Turn ON the main power switch.
  3. Select Settings/Registration > Preferences > Accessibility > Voice Navigation Settings > Use Voice Navigation, and check that the setting is ON.
  4. Select Settings/Registration > Preferences > Accessibility > Voice Navigation Settings > Voice Navigation at Startup, and check that "Select Mode at Startup" is set.
  5. Select Settings/Registration > Preferences > Accessibility > Voice Navigation Settings, and check that "Tune Microphone" is displayed.

## Operation Check

### ■ When Starting to Use

- 
1. Press the Guidance Start button or Voice Recognition button for 3 seconds or longer.
  2. In "Select the Voice Navigation type." on the Control Panel screen, select "Manual + Vocal Mode", "Vocal Mode" or "Manual Mode", and press OK.
  3. Once the indication on the screen is framed in red, the "Voice Operation Kit" becomes enabled.

**NOTE:**

When "Manual Mode" is selected in "Select the Voice Navigation type.", nothing happens by pressing the Voice Recognition button.

### ■ When Stopping to Use

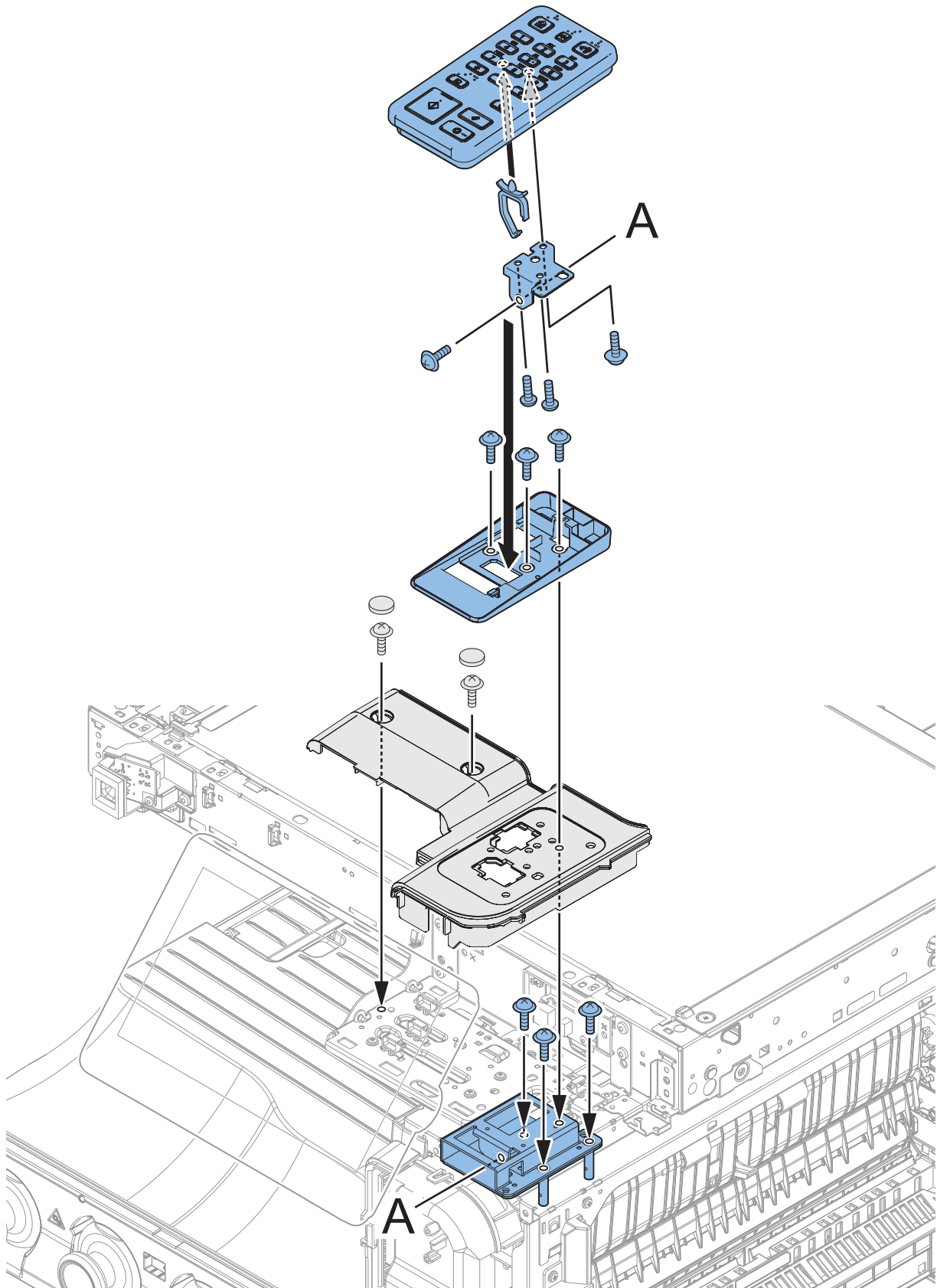
- 
1. Press the Guidance Start button or Voice Recognition button for 3 seconds or longer.

## Numeric Keypad-A2

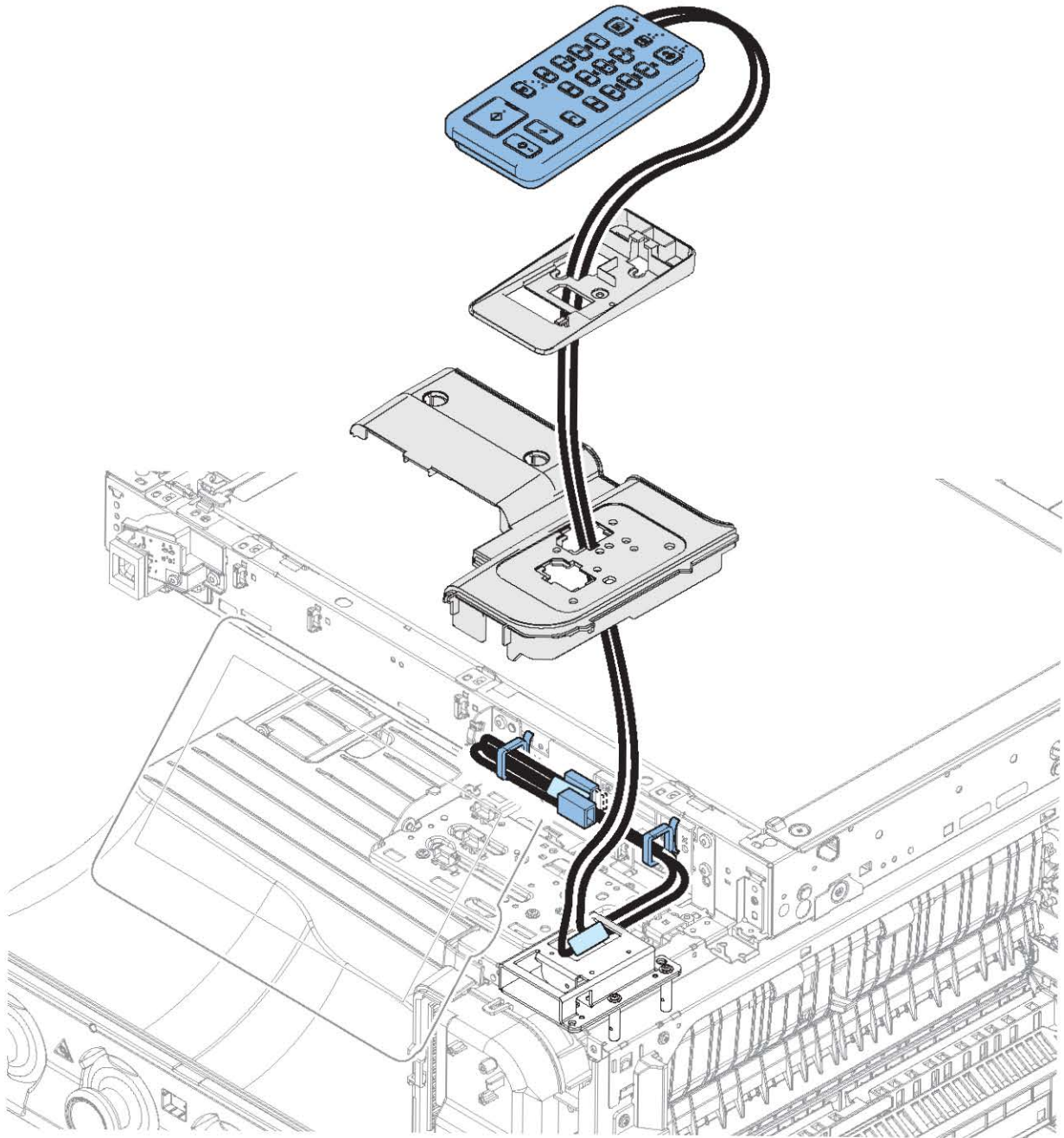
### Points to Note at Installation

- When using options and the NFC Kit together, install the NFC Kit first.

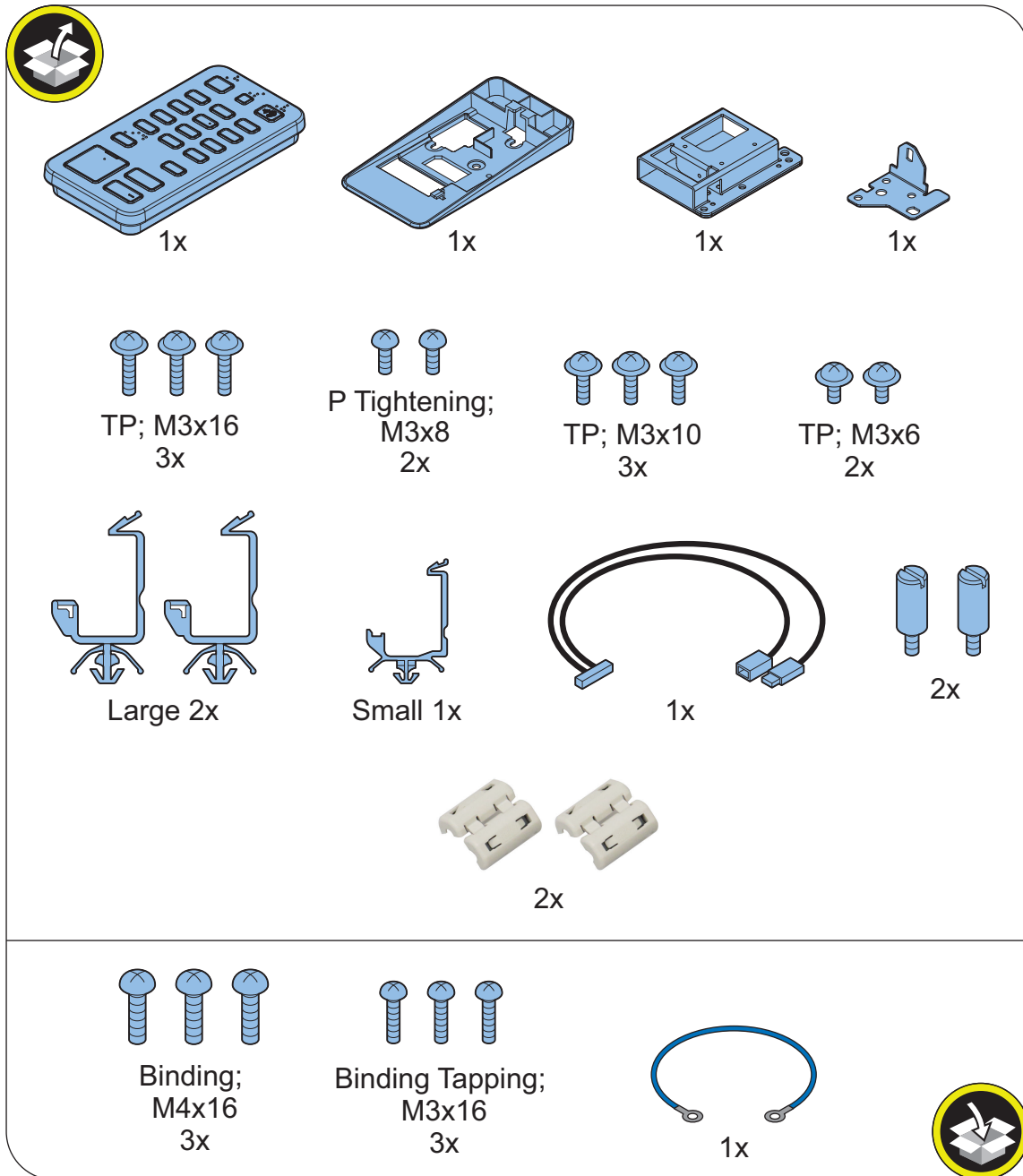
 Outline drawings 1/2



 Outline drawings 2/2



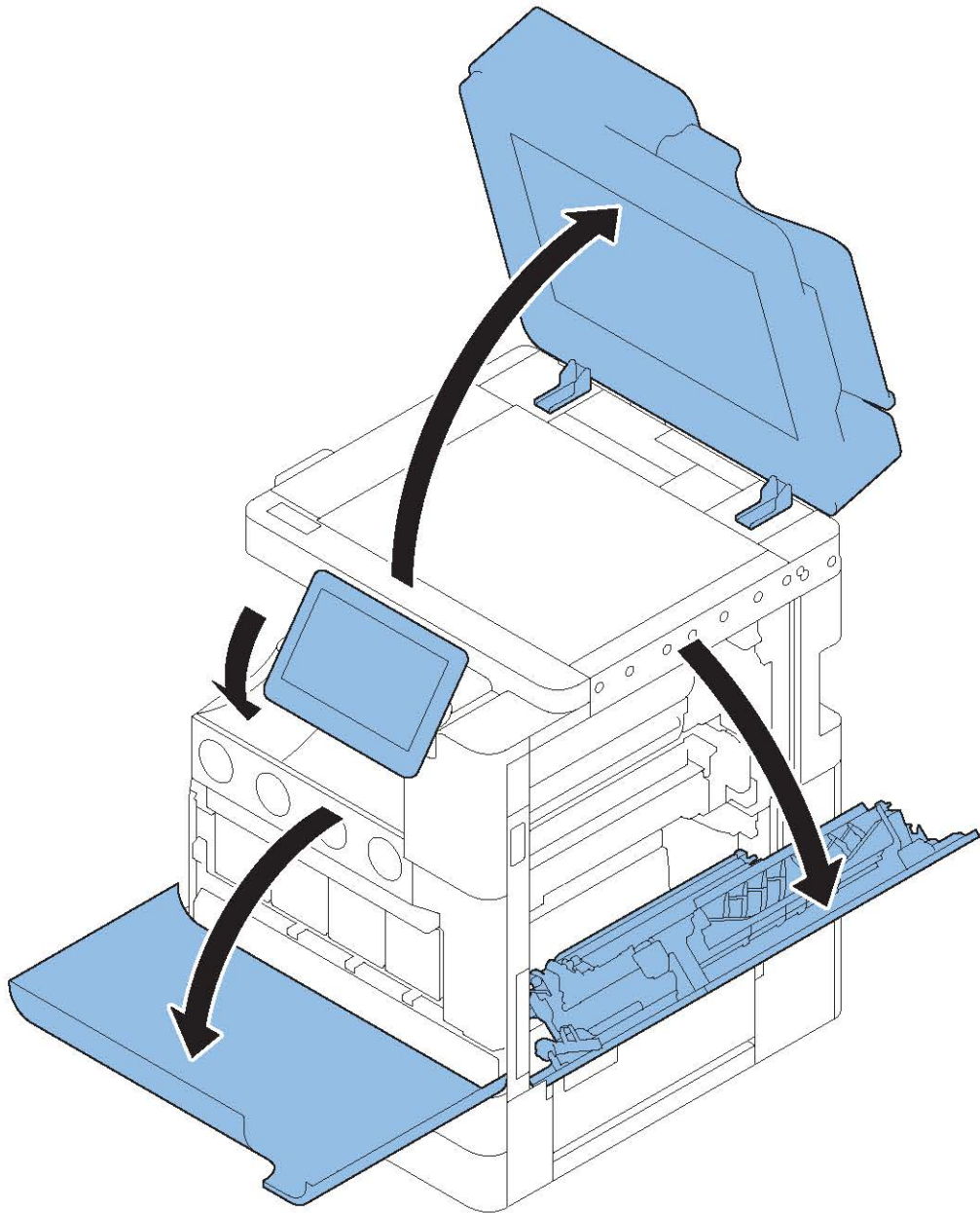
## Checking the Contents



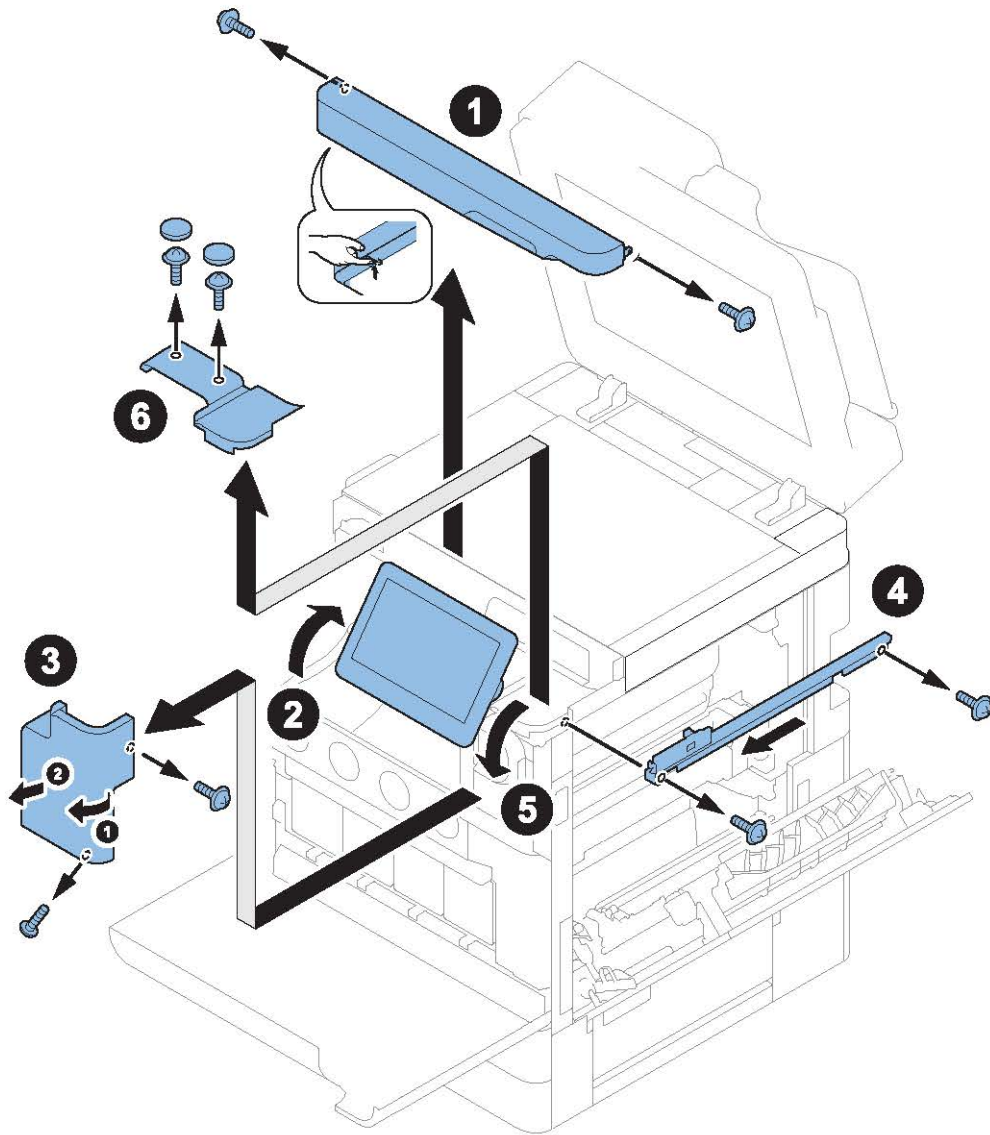
<Others>  
Guides are included

## ● Installation Procedure

□  
**1.**



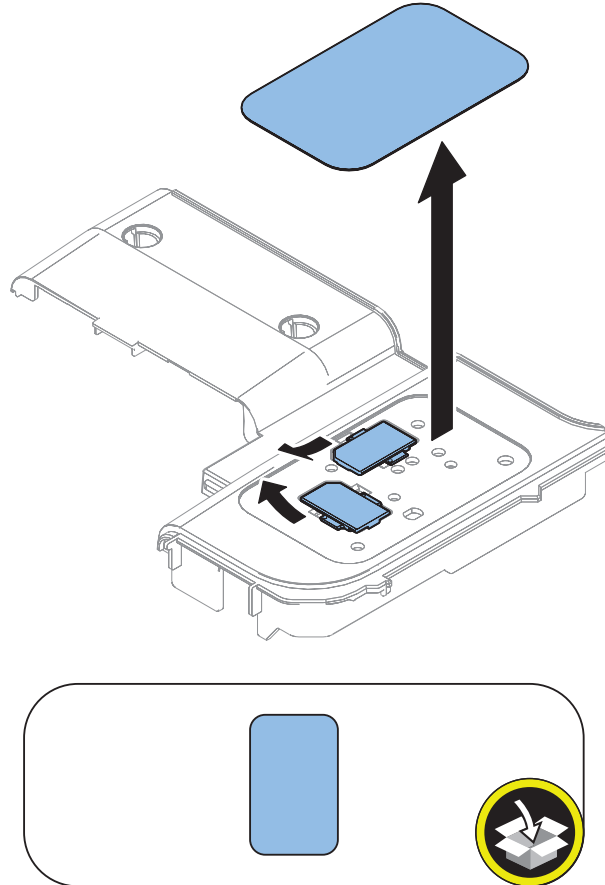
# 2.



□  
3.

**CAUTION:**

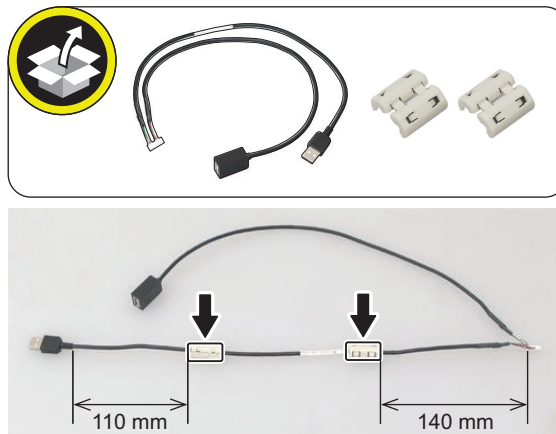
- Do not cleaning the surface with alcohol after removing the sheet.
- If any glue remains in the peeled Surface, remove it with the peeled sheet.



□  
4.

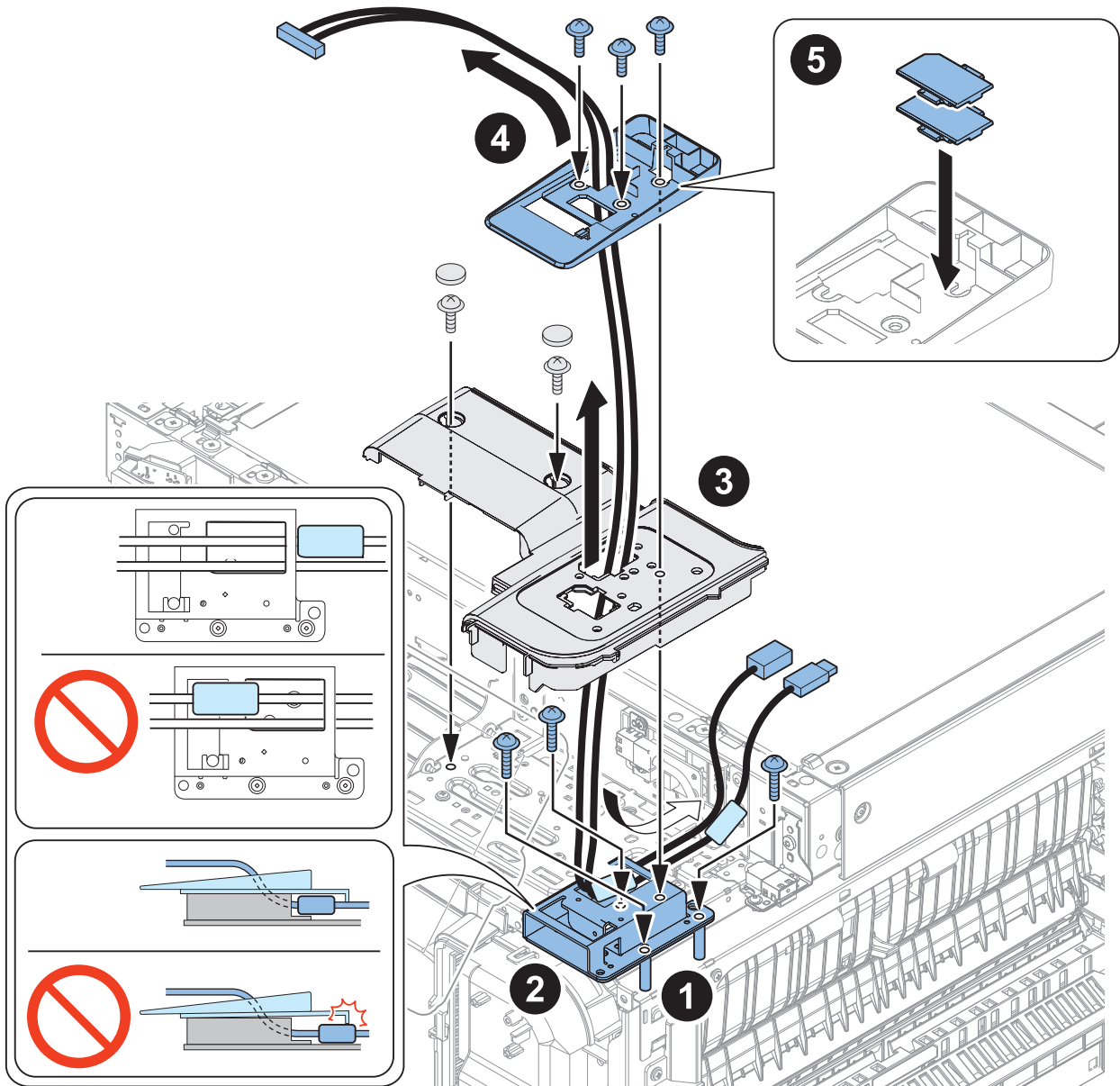
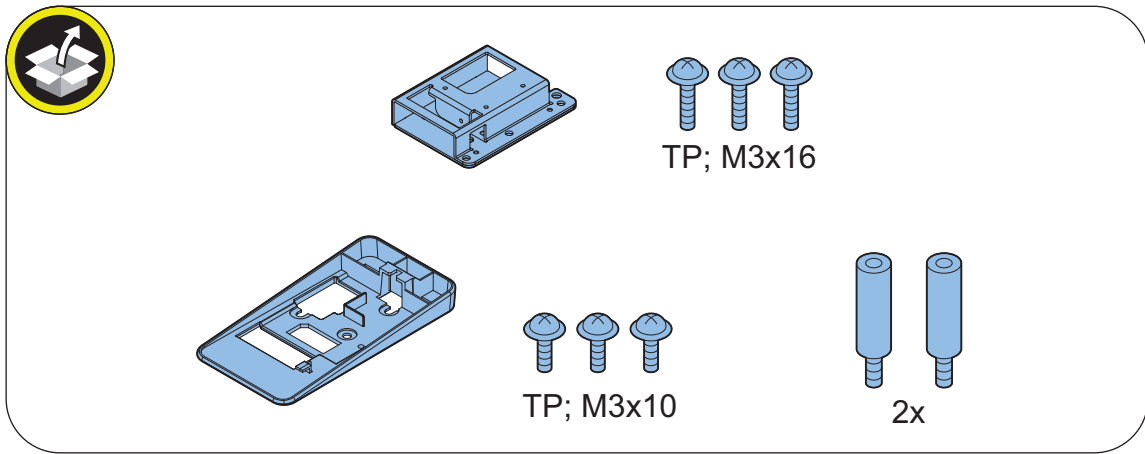
**NOTE:**

Be sure to install the cores in the position shown in the following figure.

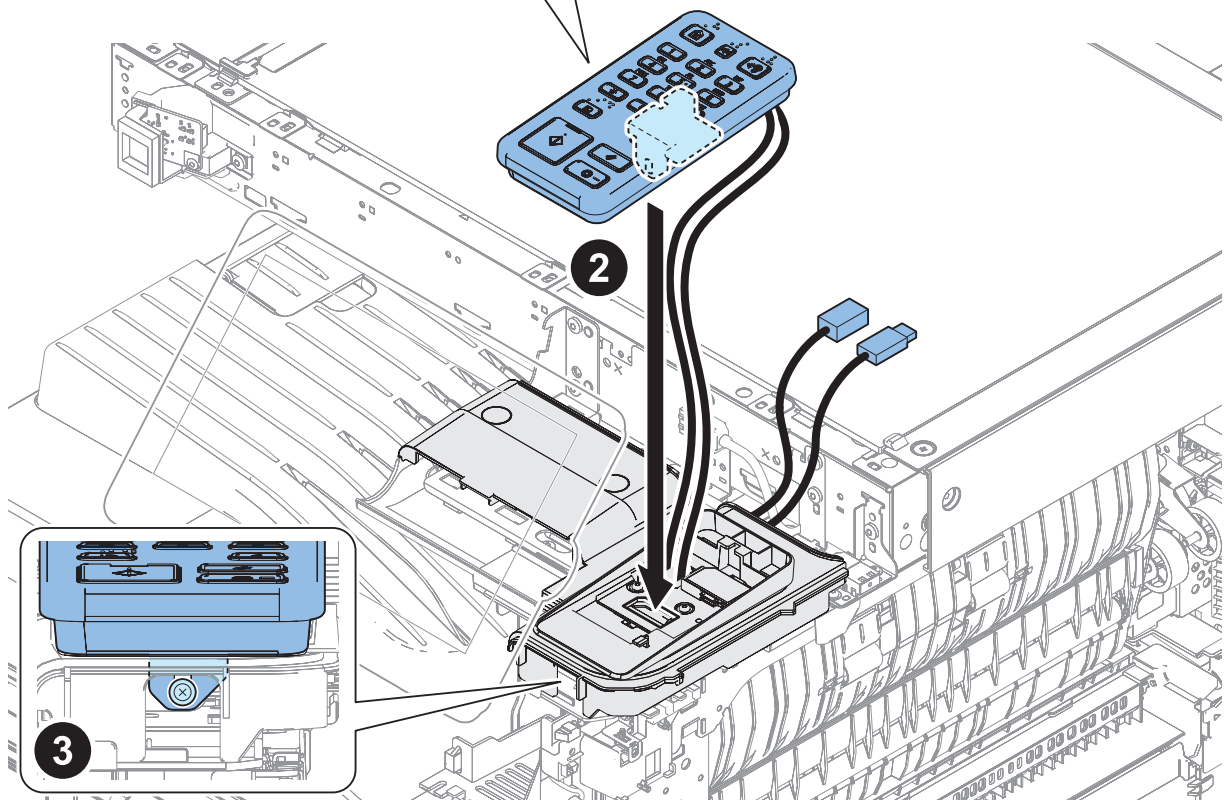
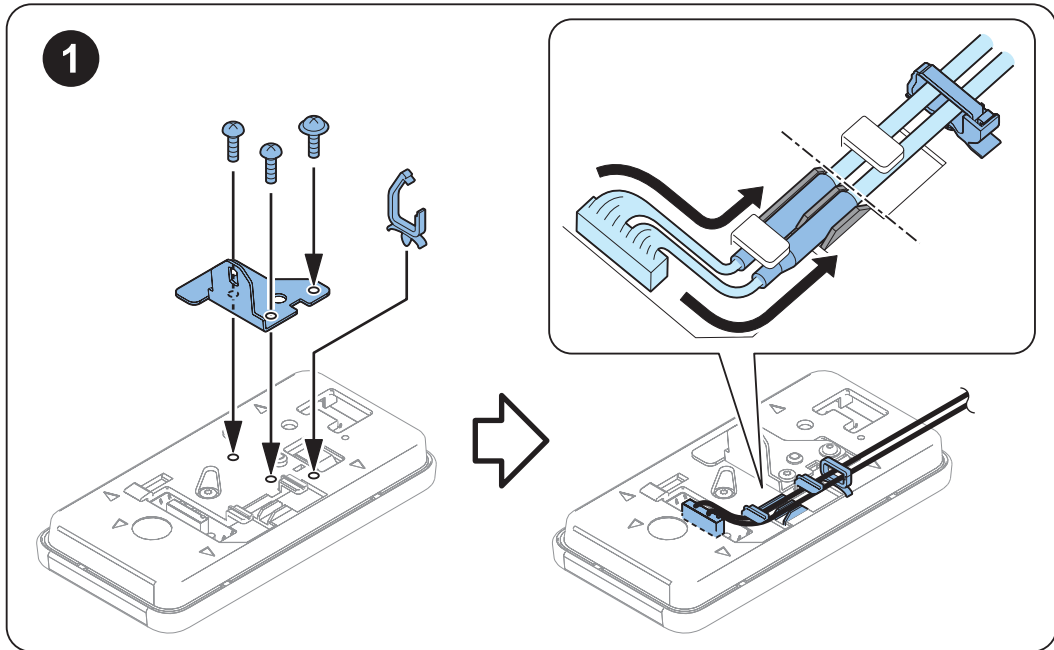
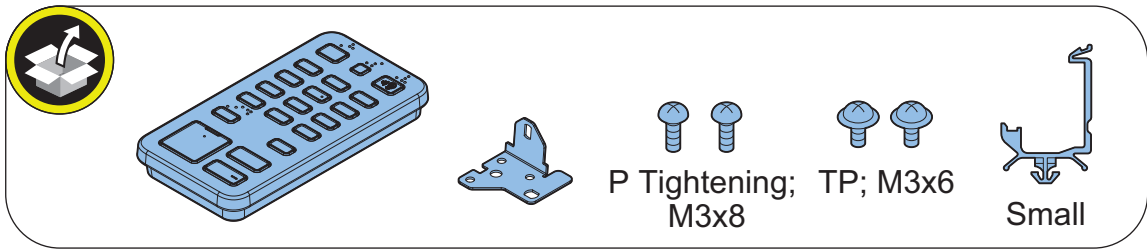




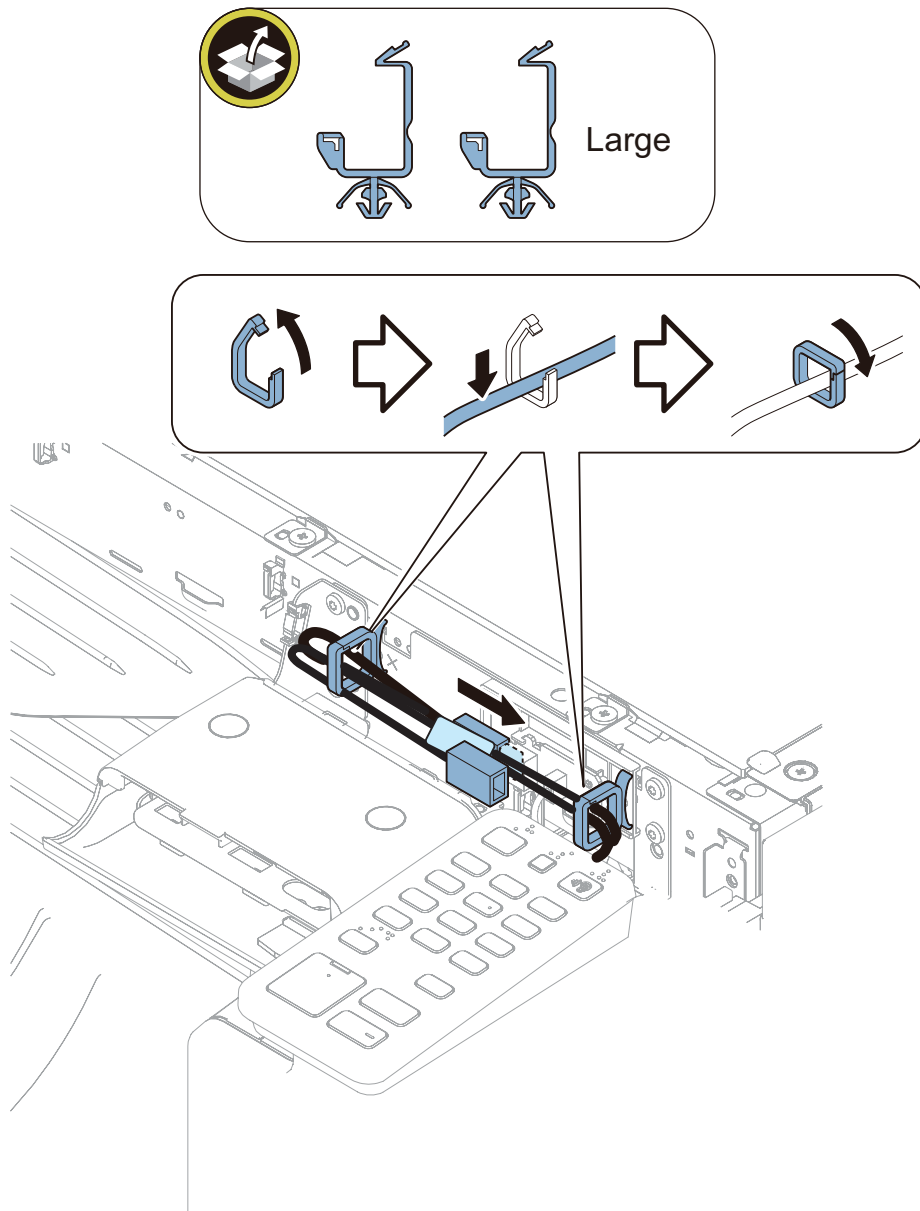
□  
**5.**



□  
6.



□  
7.



□

**8.** Install the Cover removed in the previous step

□

**9.** Connect the power plug to the outlet.

□

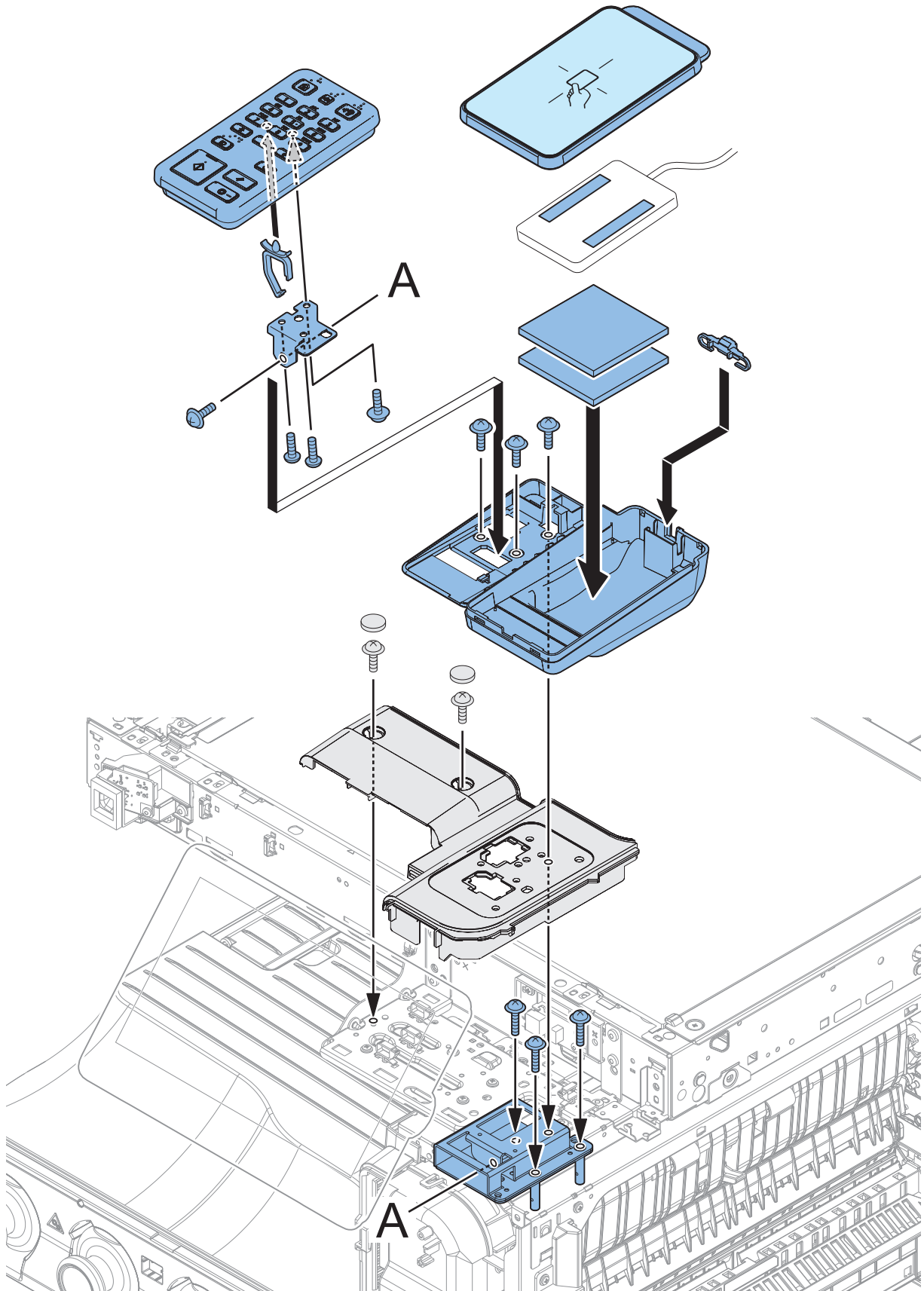
**10.** Turn ON the Main Power Switch.

## IC Card Reader Box for Numeric Keypad-A1/Numeric Keypad-A2

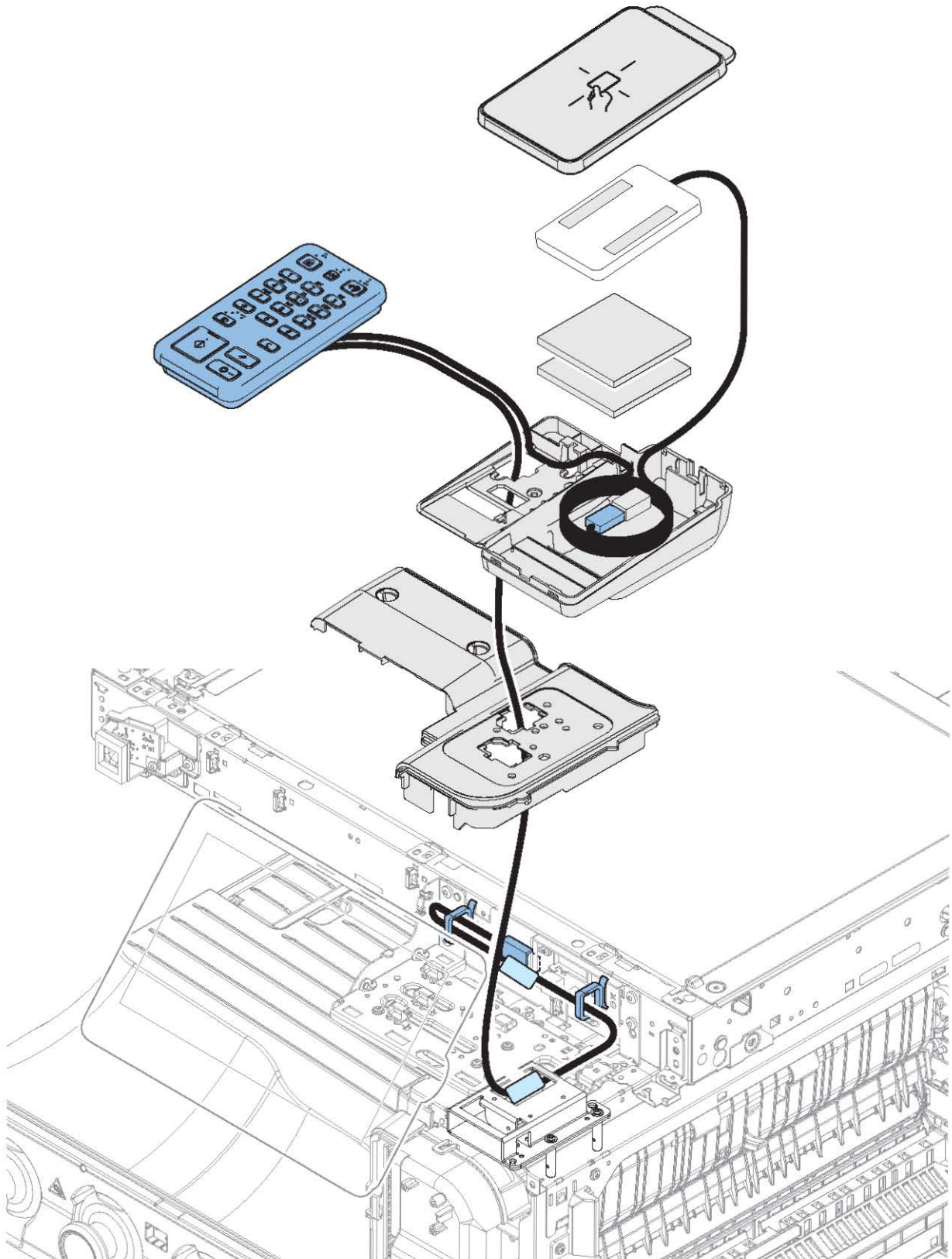
### Points to Note at Installation

- When using options and the NFC Kit together, install the NFC Kit first.

# Installation Outline Drawing 1/2

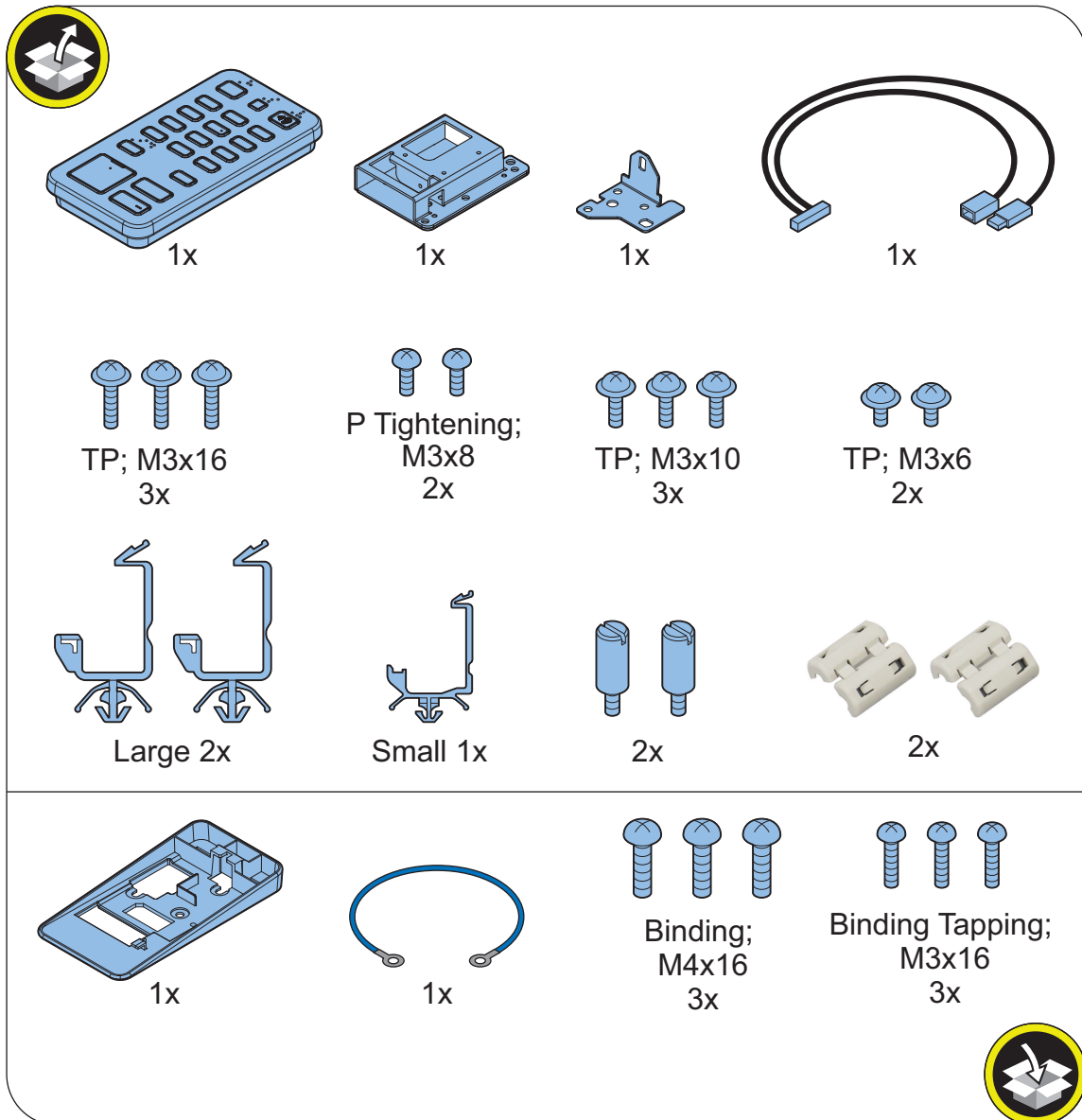


# Installation Outline Drawing 2/2

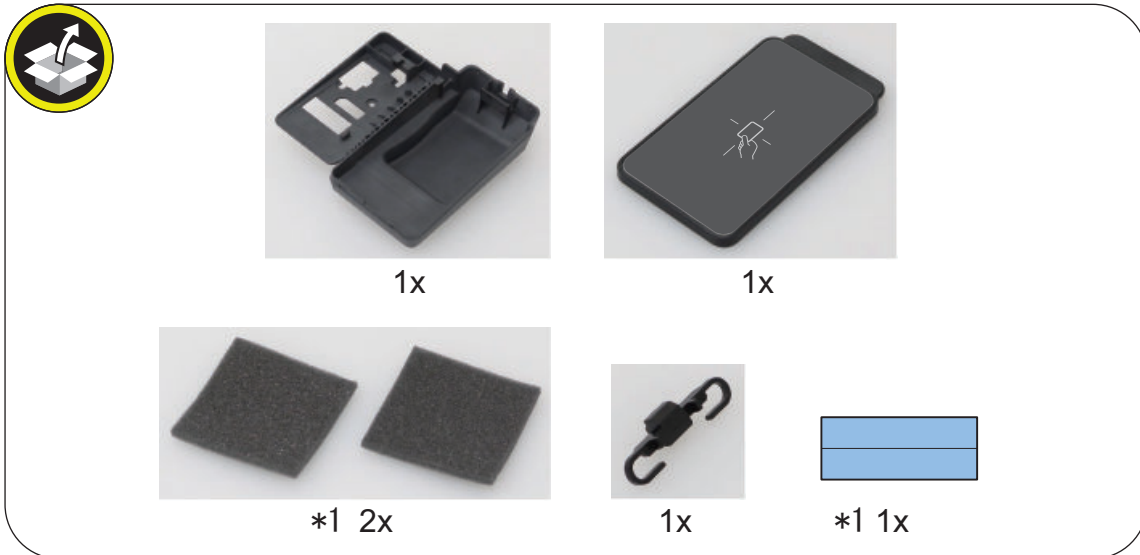


## ● Checking the Contents

### ■ Numeric Keypad-A2



## ■ IC Card Reader Box for Numeric Keypad-A1



\*1: When installing the IC Card Reader, use it as necessary.

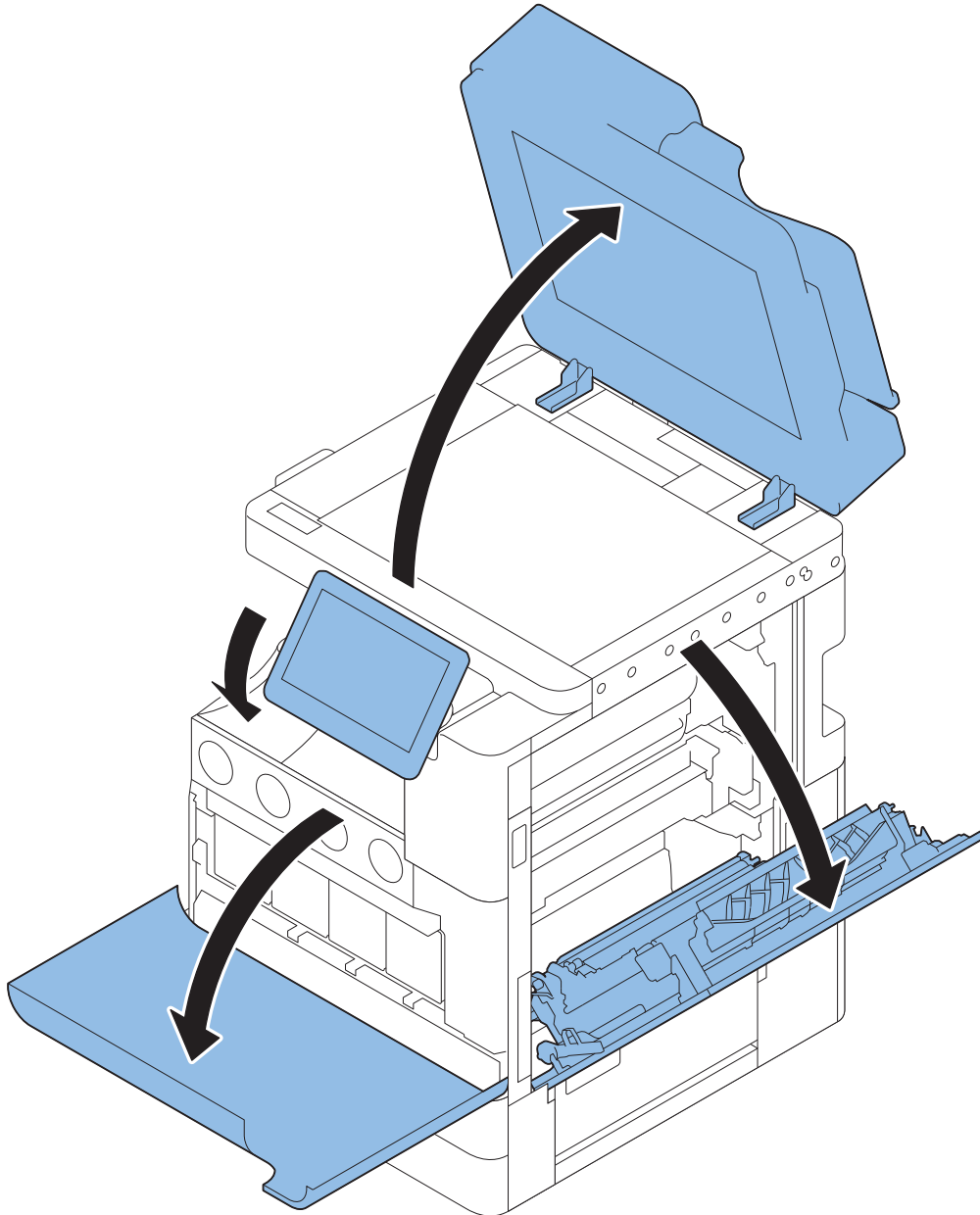


## ● Installation Procedure

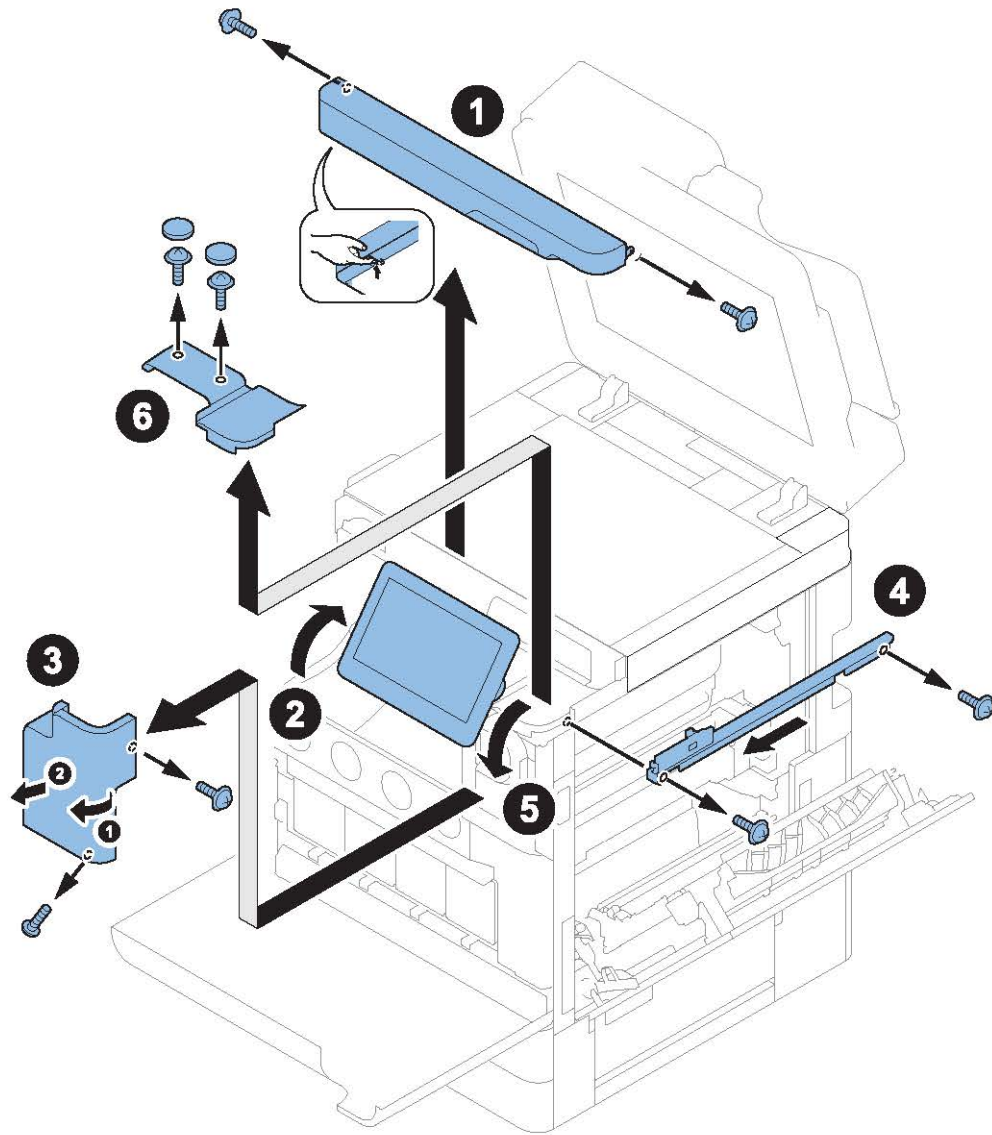
### ■ Installing the Numeric key

□

**1.**



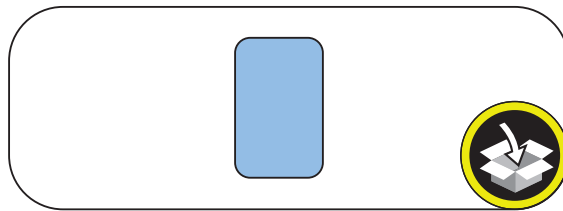
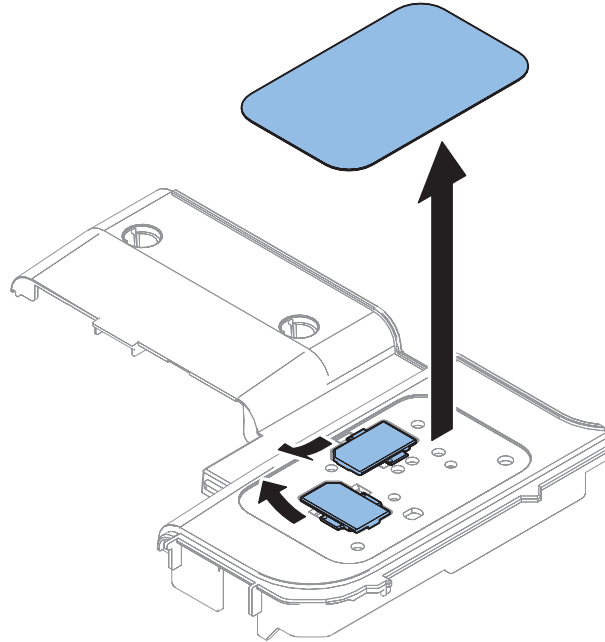
2.



□  
3.

**CAUTION:**

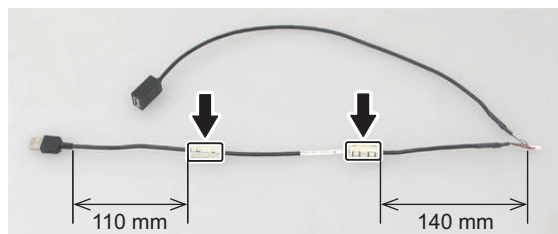
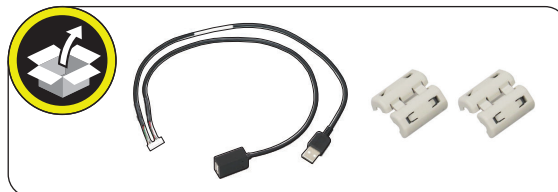
- Do not cleaning the surface with alcohol after removing the sheet.
- If any glue remains in the peeled Surface, remove it with the peeled sheet.



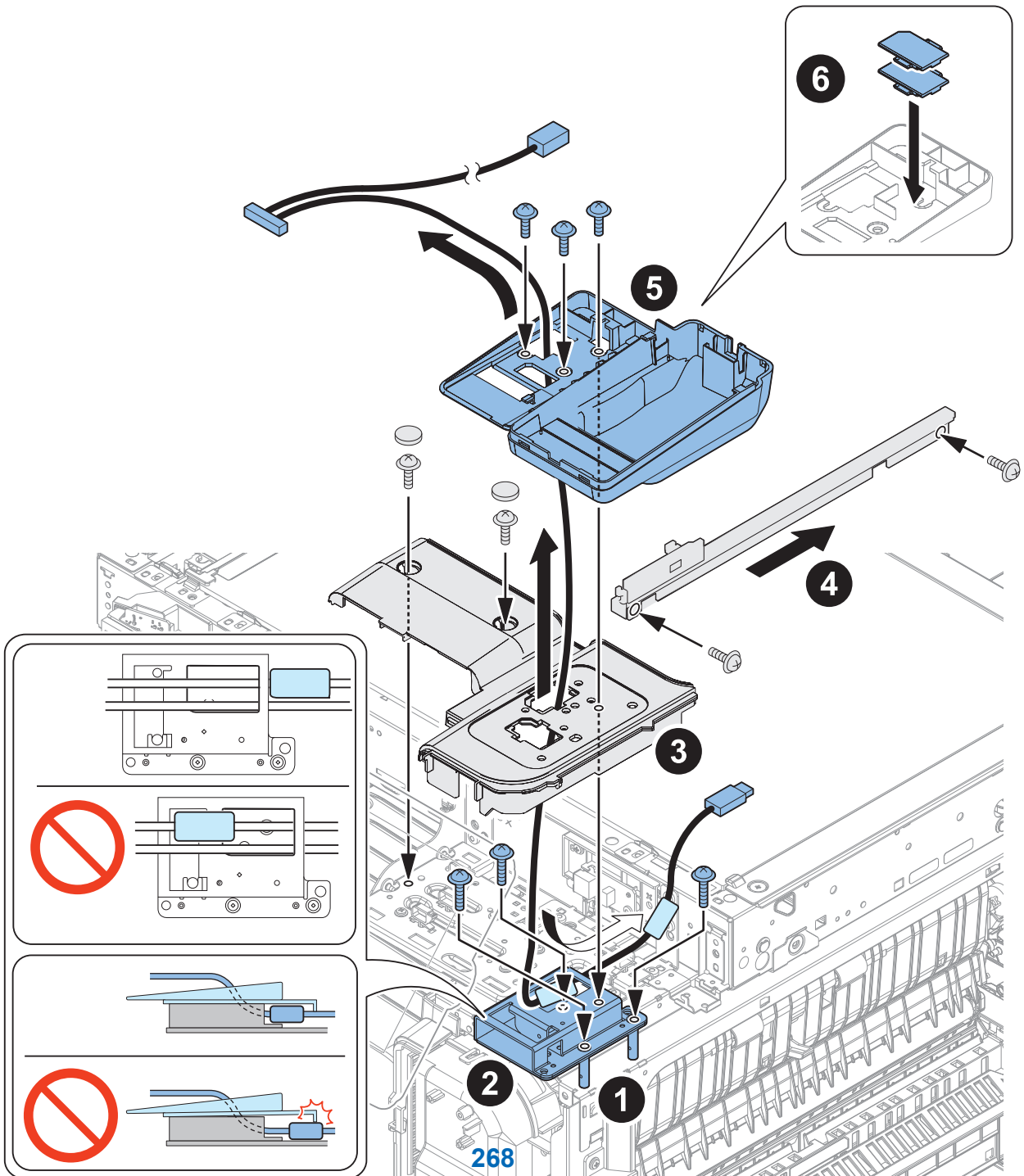
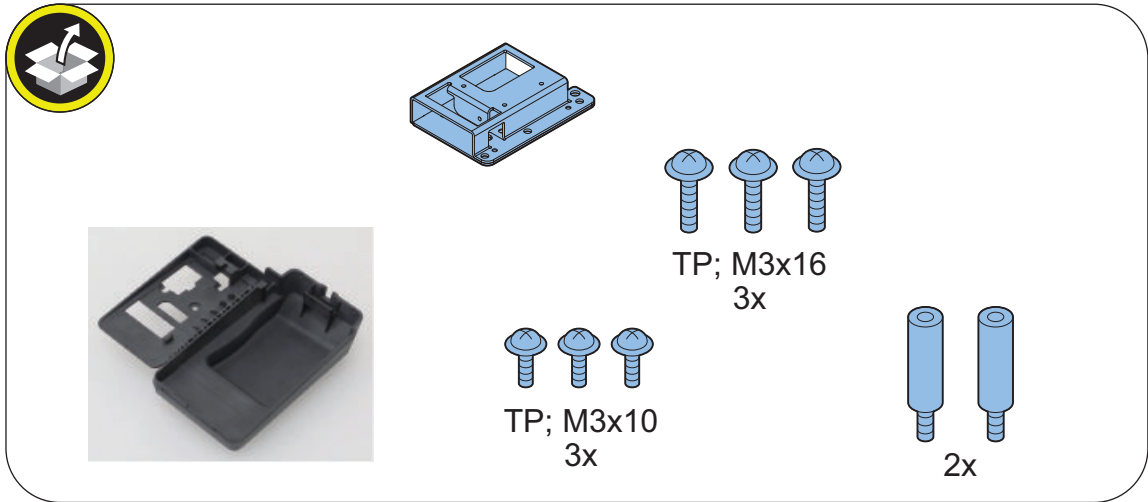
4.

**NOTE:**

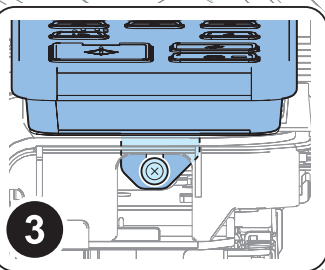
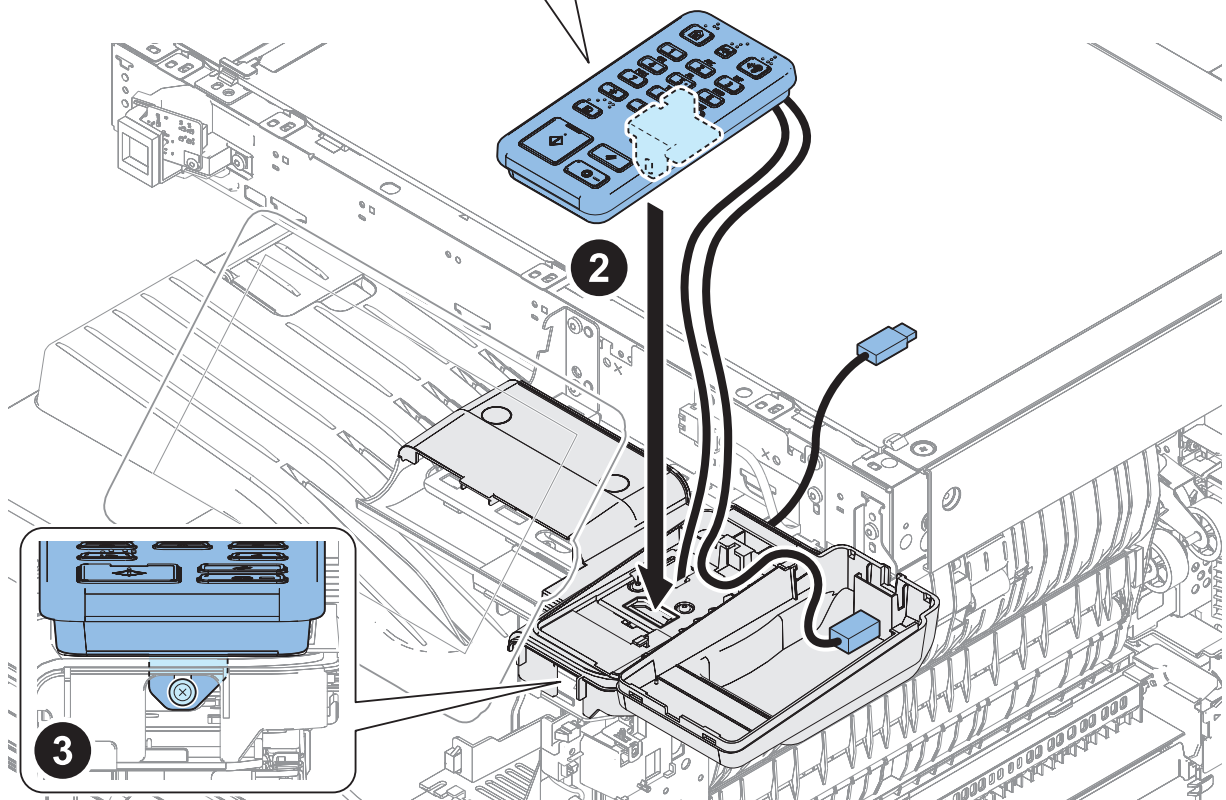
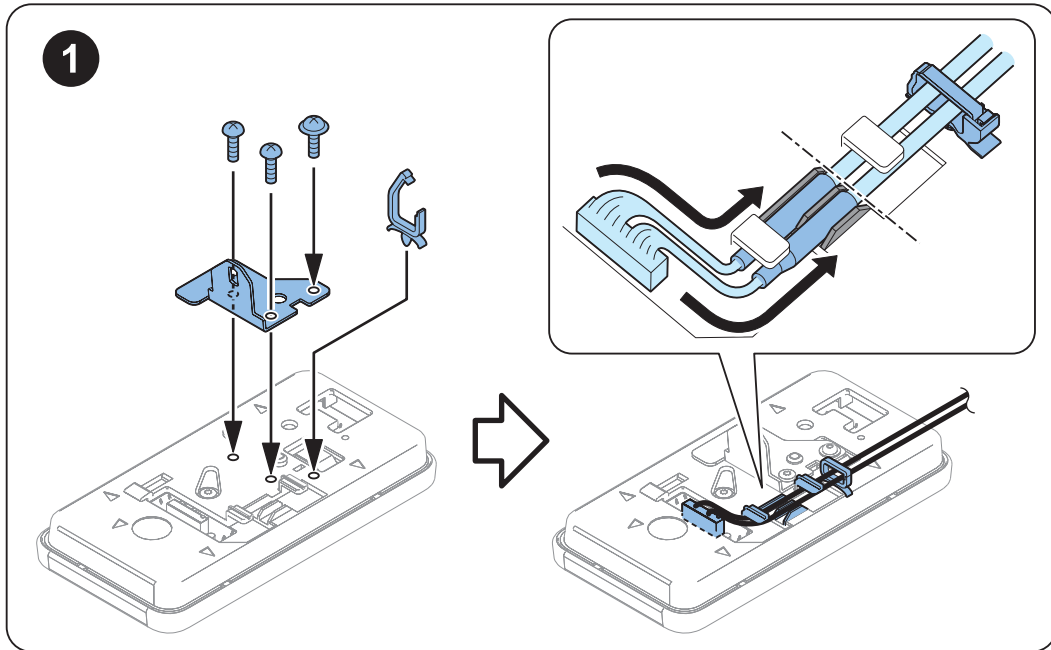
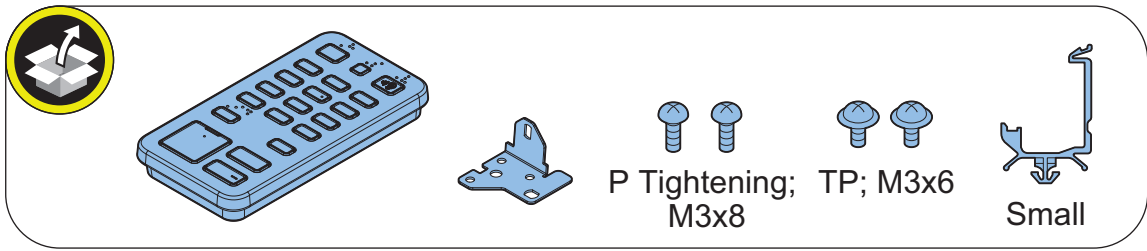
Be sure to install the cores in the position shown in the following figure.



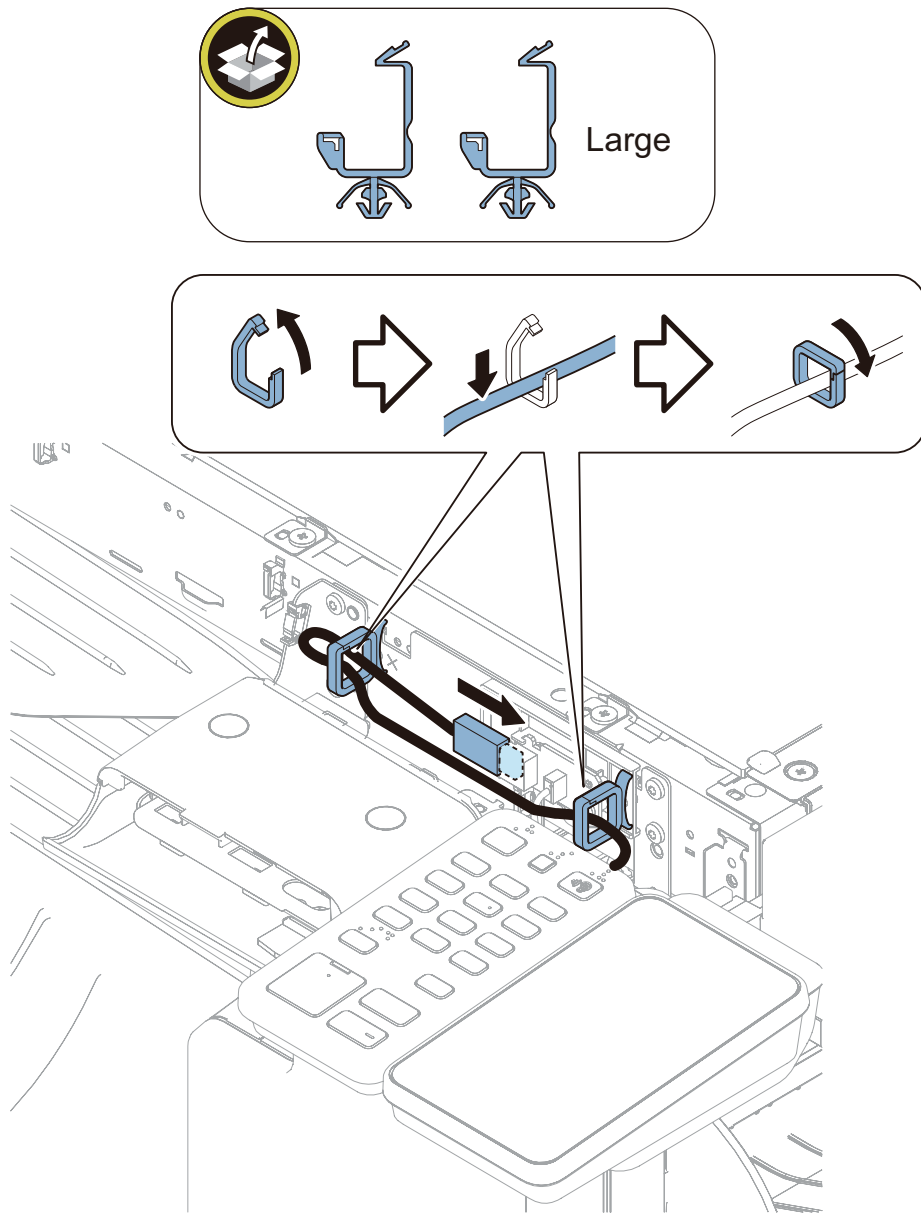
□  
**5.**



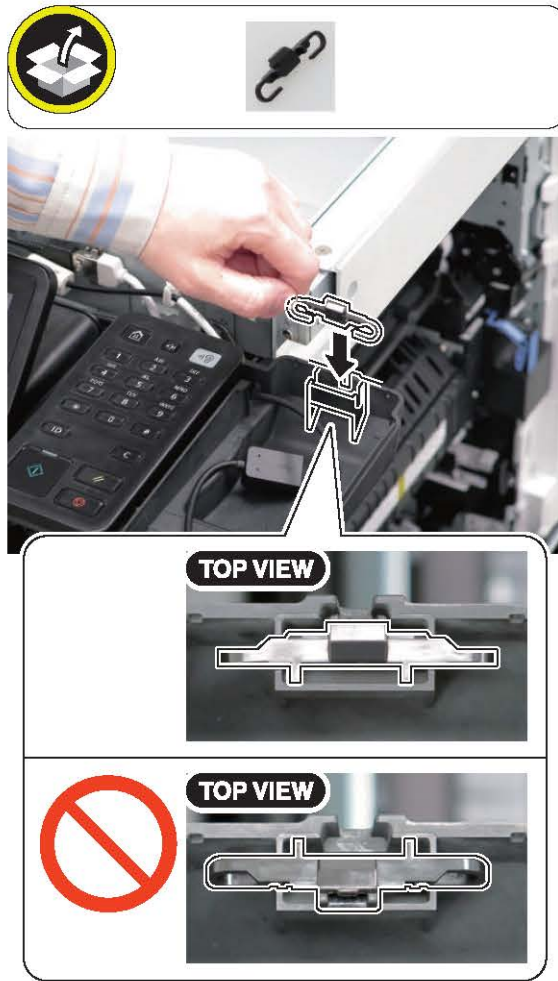
□  
6.



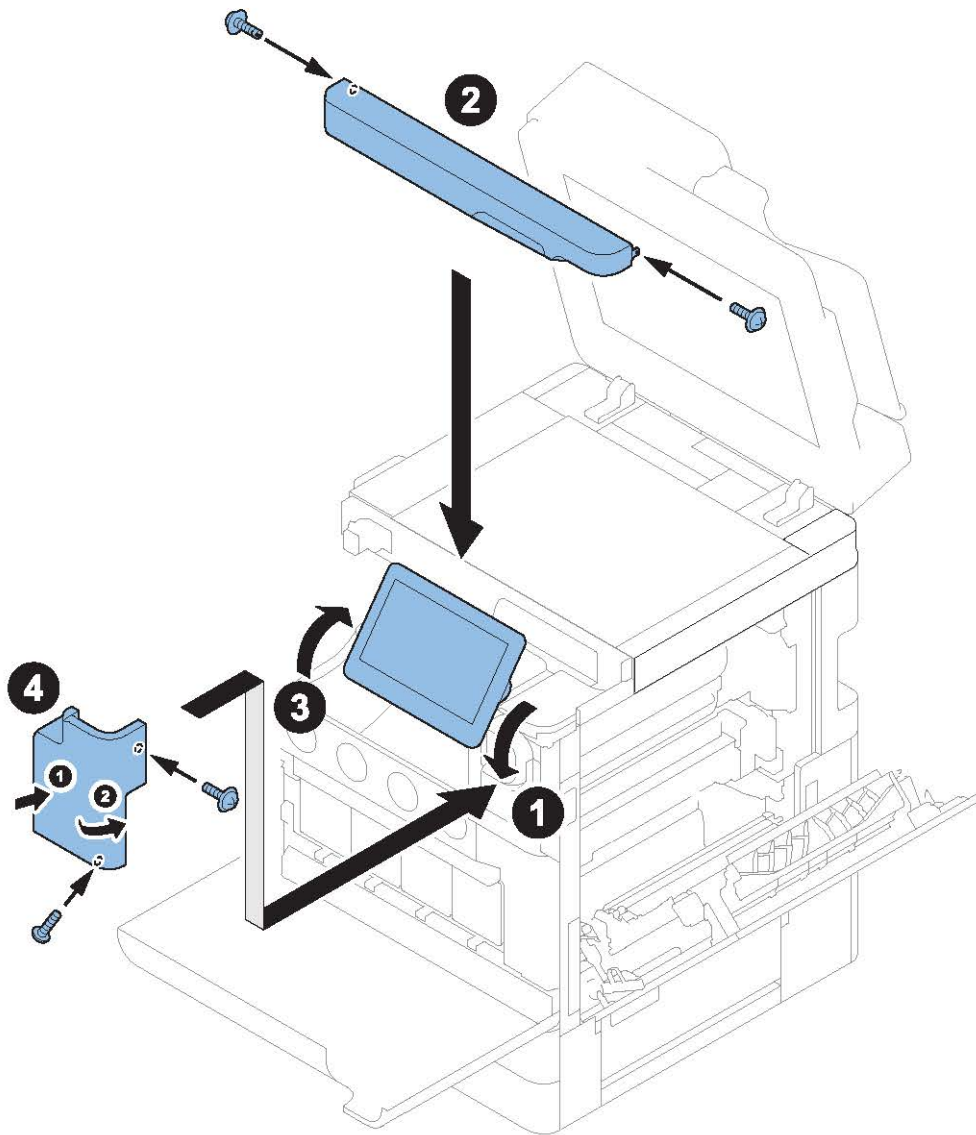
□  
7.



□  
8.



□  
9.

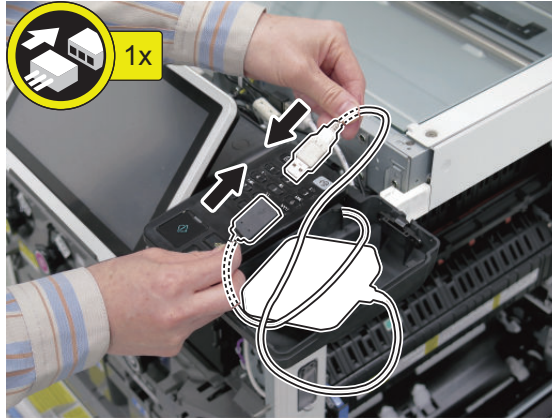




## Installing the Card Reader (IC Card Reader Box for Numeric Keypad-A1)

### ● IC Card Reader

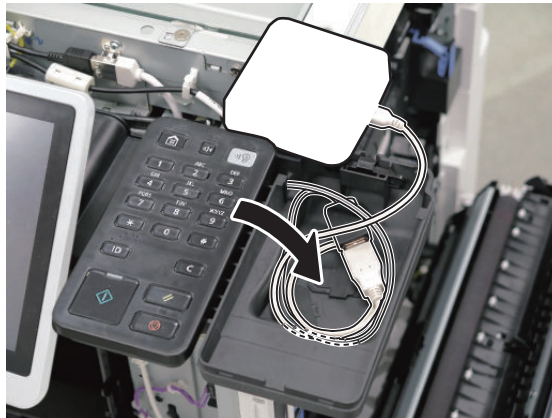
□  
1.



□  
2.

**NOTE:**

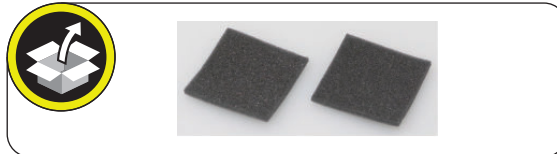
Store the excess length of the cable in the position as shown in the figure.



□  
**3.**

**NOTE:**

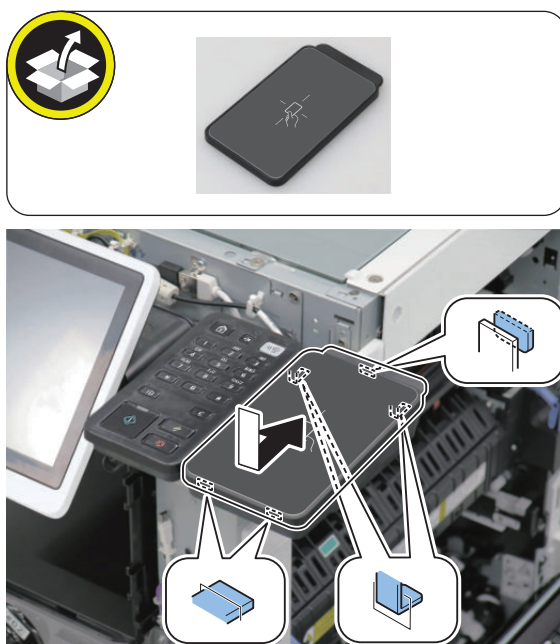
Be sure to adjust the number of cushions according to the thickness of the Card Reader.



□  
**4.**



**5.**



### Procedure after Work

- 
- 1.** Installing the covers removed in the previous step.
  - 2.** Connect the power plug to the outlet.
  - 3.** Turn ON the main power switch.

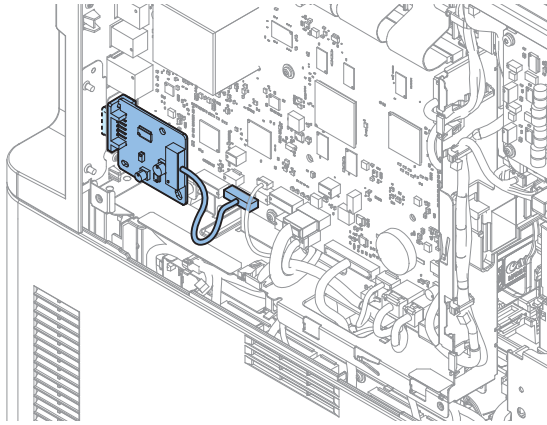
## Serial Interface Kit-K3, Copy Control Interface Kit-A1

### ● Points to Note at Installation

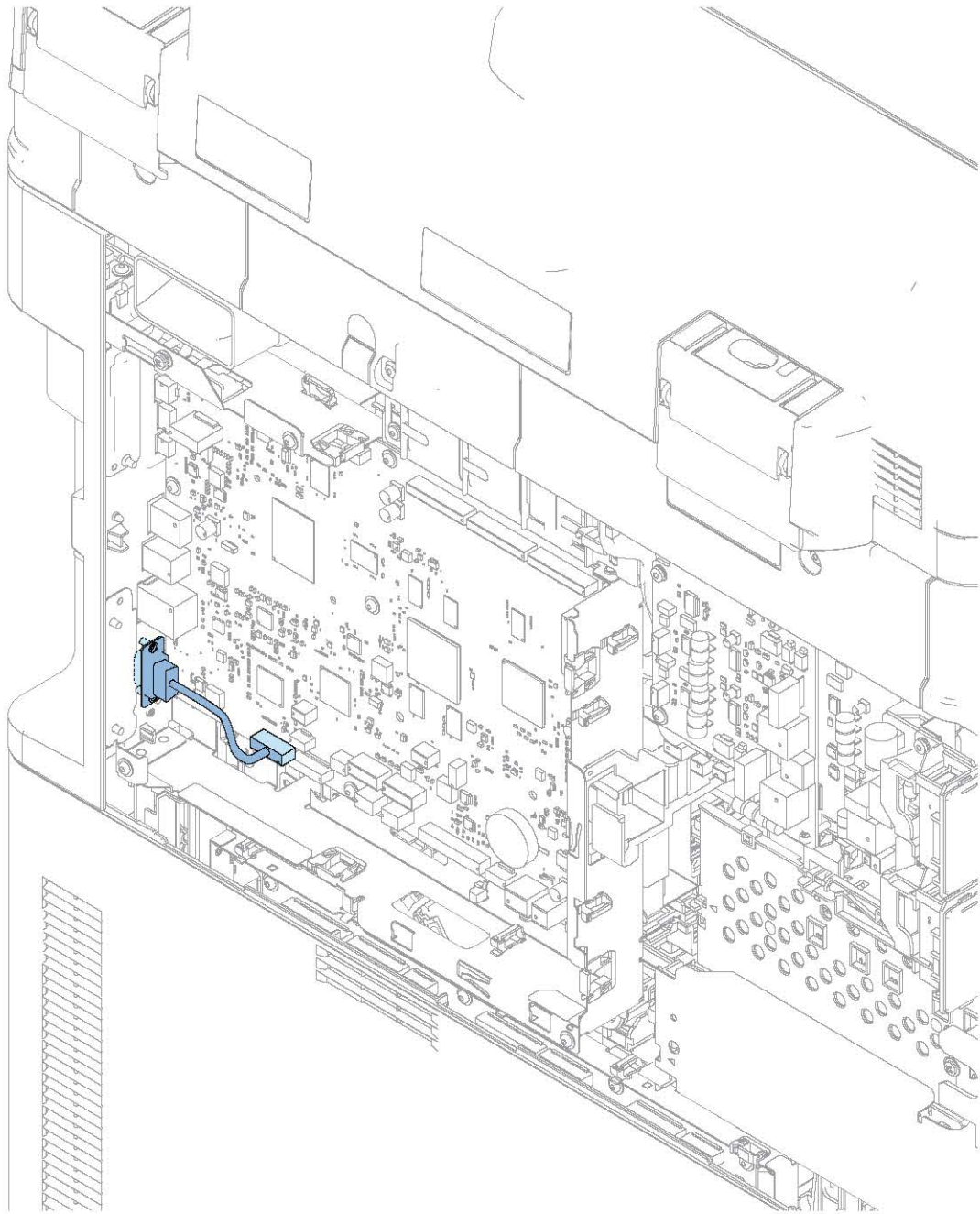
Refer to "Table of Options Combination" when installing this equipment before operation.

### ● Installation Outline Drawing

#### Serial Interface Kit

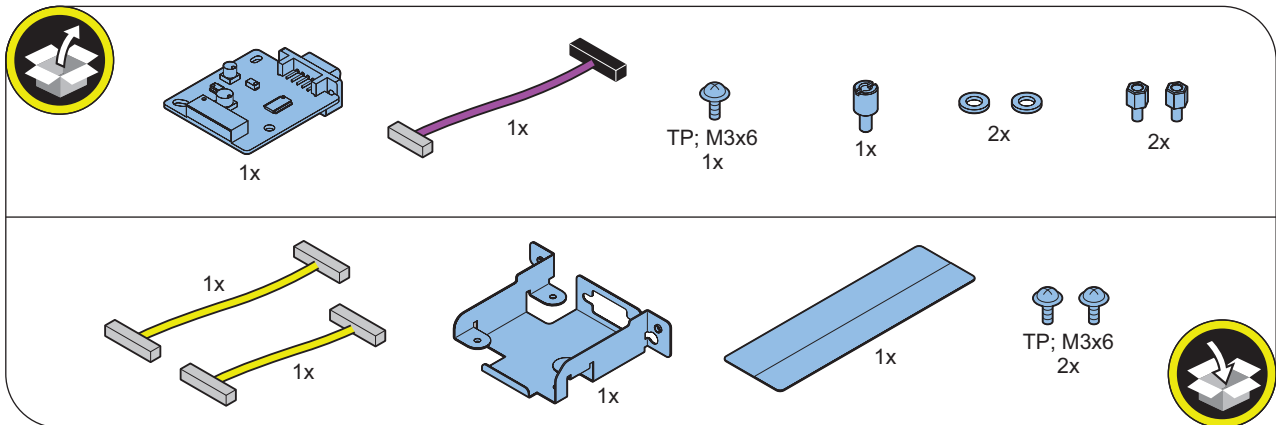


Control Interface Kit

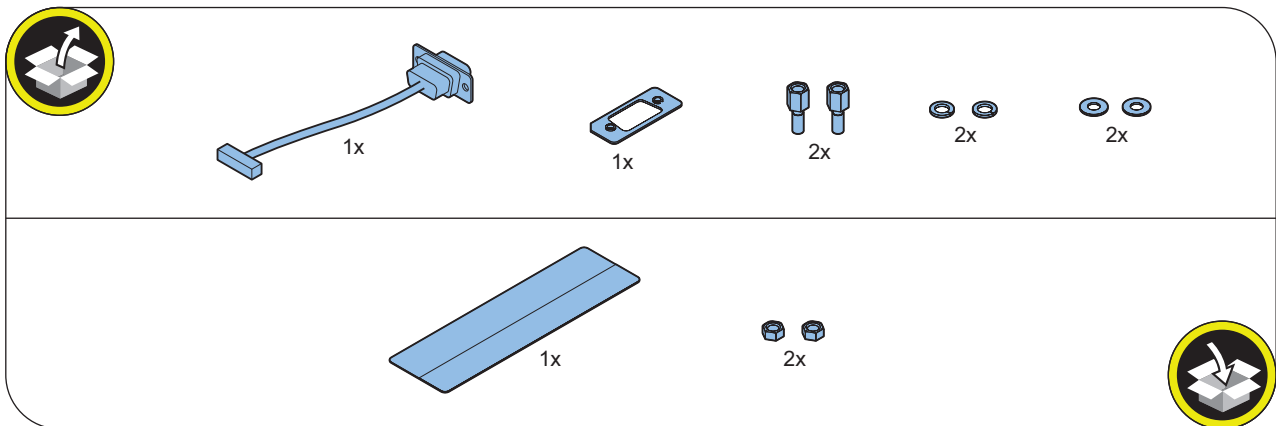


## ● Checking the Contents

### ■ Serial Interface Kit



### ■ Copy Control Interface Kit

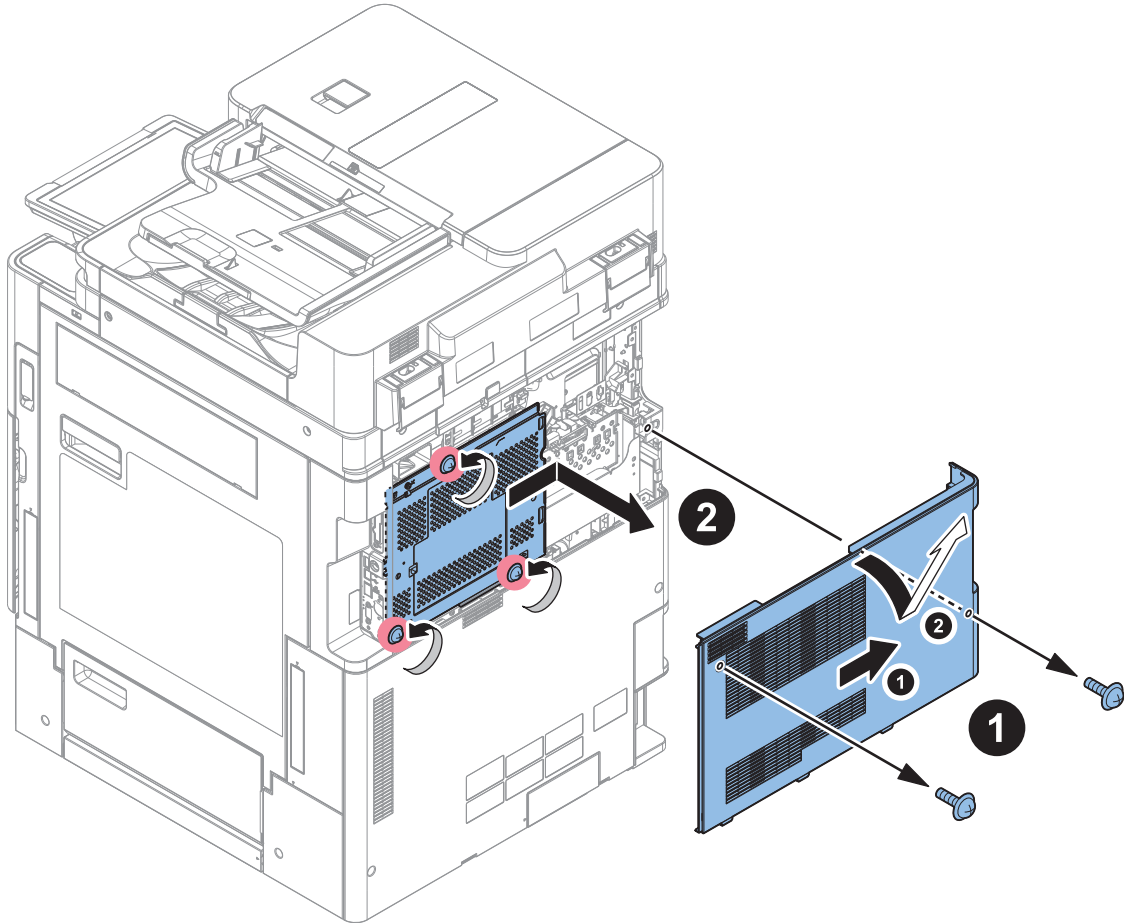


## ● Installation Procedure

### ■ Removing the Covers

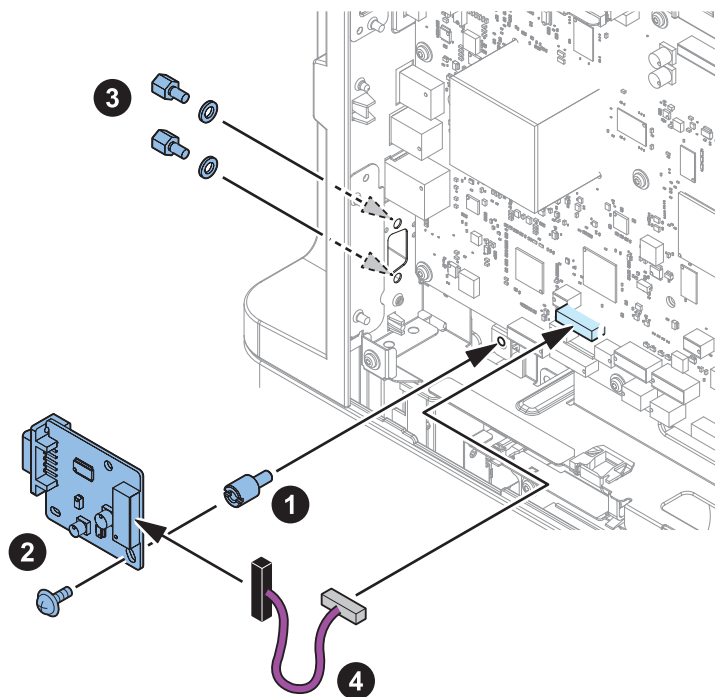
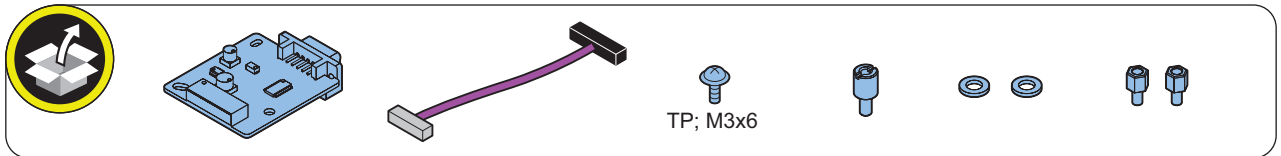
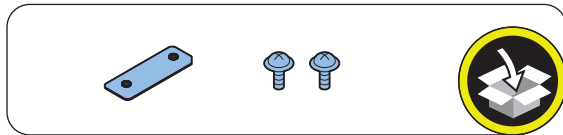
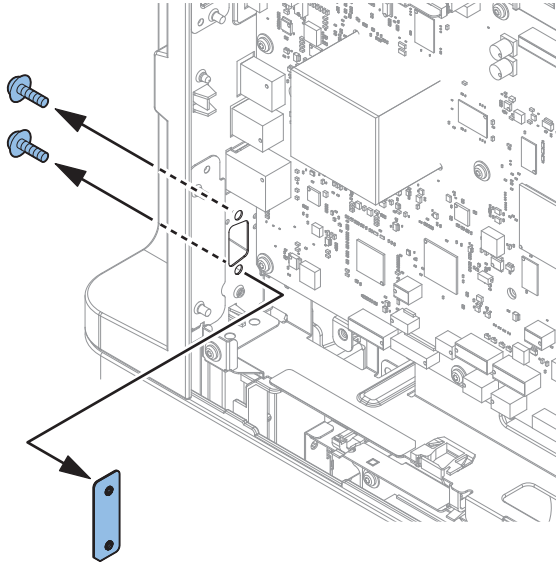
□

**1.**



### ■ Installing the Serial Interface Kit

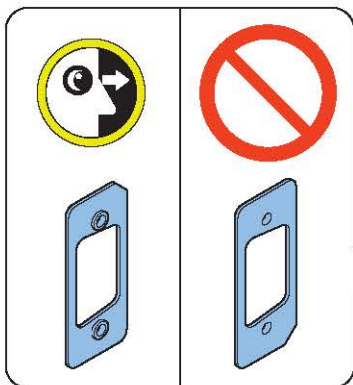
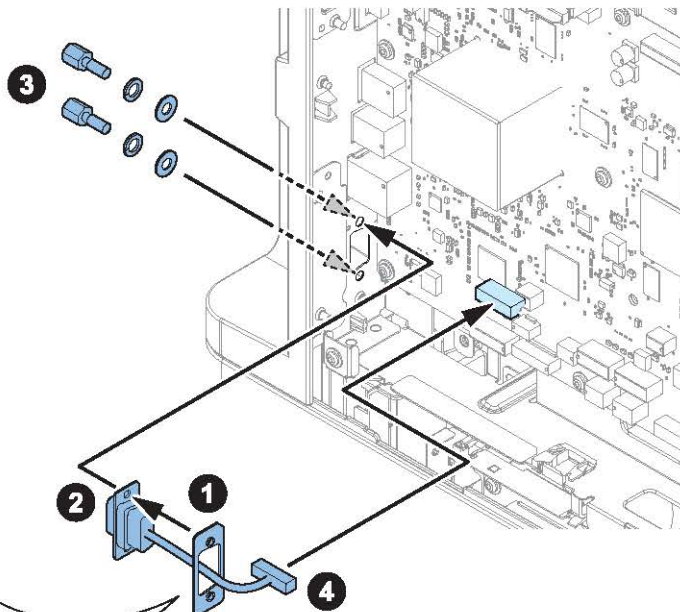
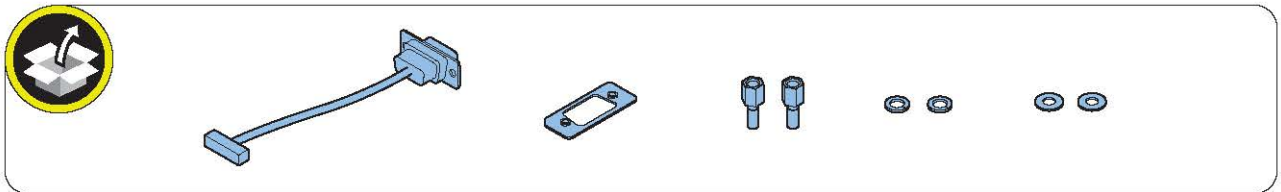
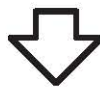
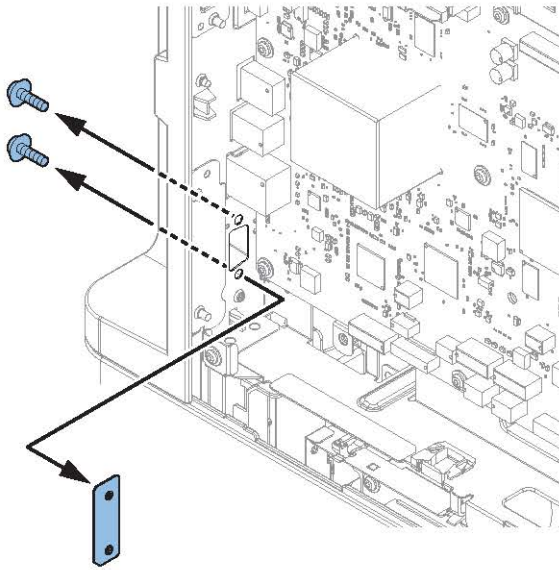
□  
**1.**





### ■ Installing the Control Interface Kit

□  
**1.**



## ■ Subsequent Work



**1.** Installing the covers removed in the previous step.



**2.** Connect the power plug of the host machine to the power outlet.

**3.** Turn the main power switch ON.

## SSD-related Option

### Pre-checks

#### Points to Note at Installation

##### CAUTION:

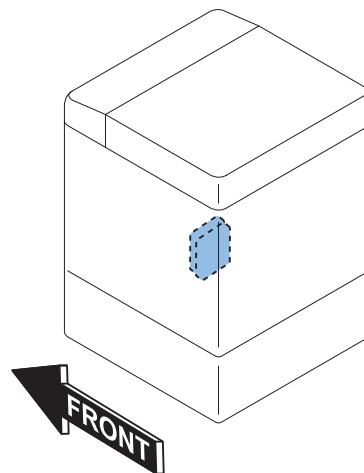
- When using the mirroring function, be sure to install 2 SSDs of the same capacity.
- If the SSD is replaced with a high-capacity SSD, the SSD needs to be initialized.
- If an SSD containing user information is replaced with a high-capacity SSD (not initial installation), the SSD data needs to be backed up/exported. For details, refer to the Service Manual.

When installing the SSD-related options (the following 3 products), be sure to refer to the pages described in the following table.

- Option SSD (250GB) - A1
- Option SSD (1TB) - A1
- Memory Mirroring Kit - A1

Title	Combination of products
TYPE-1	"Removing the SSD (Preparation)" on page 283 + "[TYPE-1] Option SSD (1TB)" on page 285
TYPE-2	"[TYPE-2] Standard SSD + Option SSD (250GB) + SSD Mirroring Kit" on page 288
TYPE-3	"Removing the SSD (Preparation)" on page 283 + "[TYPE-3] 2 Option SSDs + SSD Mirroring Kit" on page 295

#### Installation Outline Drawing

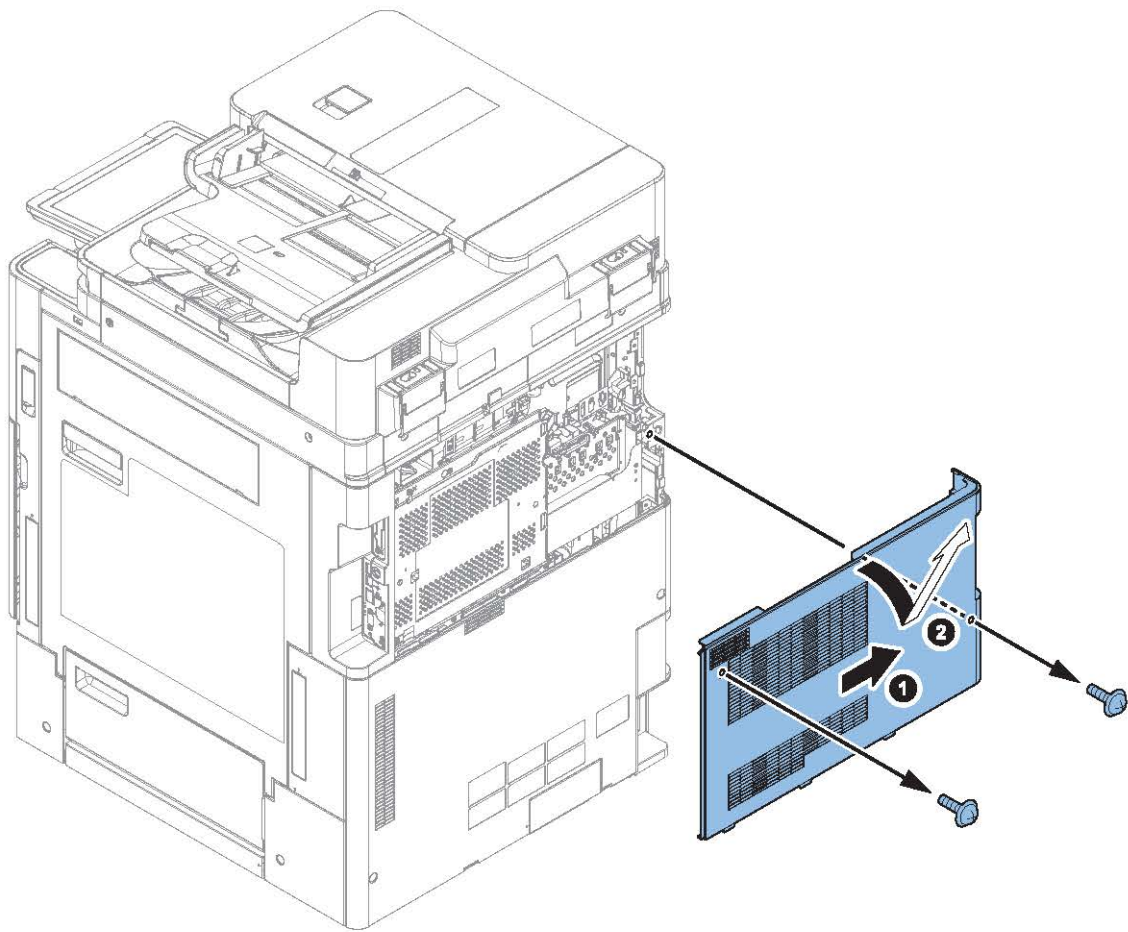


### Removing the SSD (Preparation)

##### NOTE:

Be sure to proceed to TYPE1, 3 installation procedure after performing this procedure.  
Removed screws will be reused in the TYPE1, 3 installation procedure.

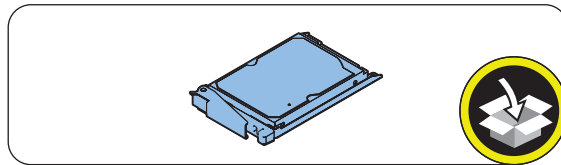
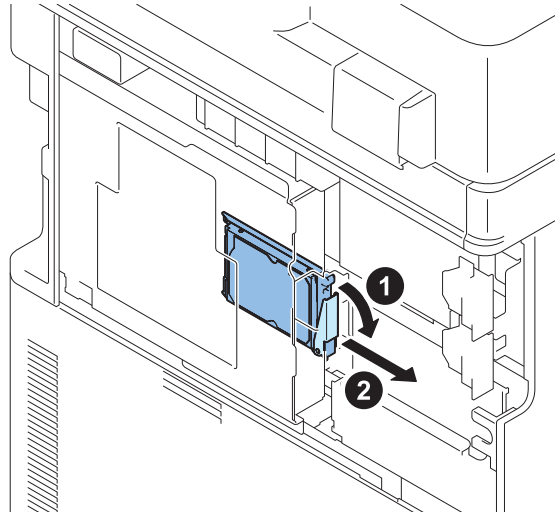
□  
**1.**



□  
2.

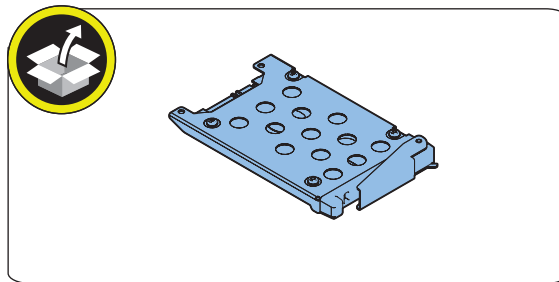
**NOTE:**

When replacing to the Option SSD (1TB), the removed SSD will not be used.



## ● [TYPE-1] Option SSD (1TB)

### ■ Checking the Contents



### ■ Installation Procedure

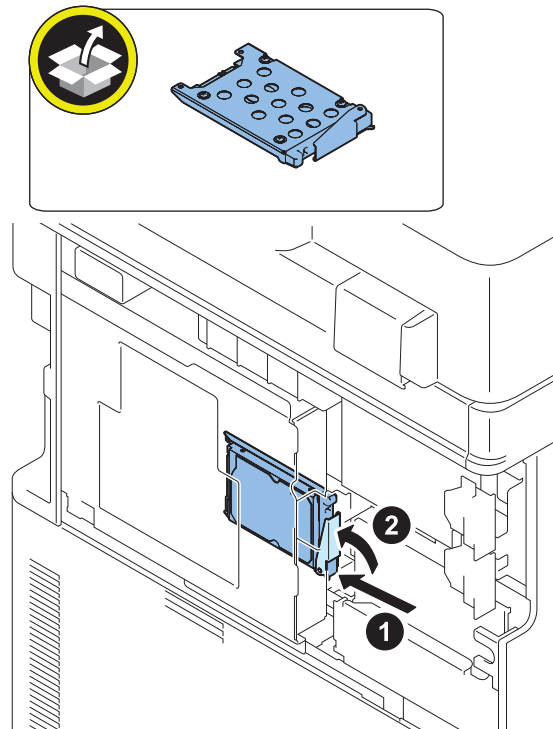
**CAUTION:**

“Removing the SSD (Preparation)” on page 283 Be sure to perform ☆ before performing the following work.

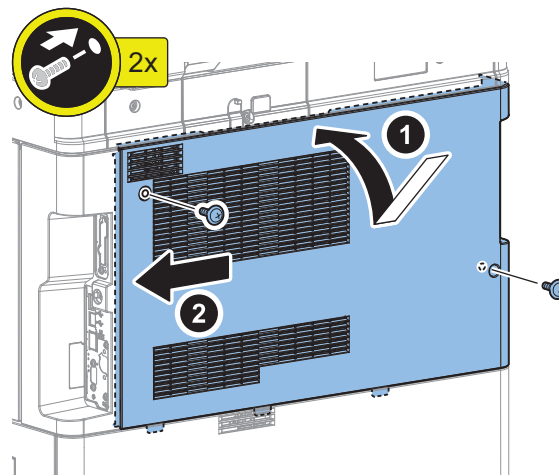
□  
1.

**CAUTION:**

Be sure to push the SSD hard to install otherwise it may result in poor contact of the connector.



□  
2.



## ■ SSD Initialization Procedure

### 1. Requirements

1. PC  
Service Support Tool in the version that supports this host machine must be installed. Error during the rebuild process that is executed during operation is not included in the consideration.
2. Cross Ethernet Cable (when SST is used)

## 2. Preparing for the Installation of the System Software of Host machine

1. If both PC and the machine are on, turn them off.
2. Connect the PC and the host machine using an Cross Ethernet cable. (when SST is used)
3. Turn on the PC.

## 3. Registering the system software

1. Insert the latest System Software into the PC using the SST.
2. Start the SST.
3. Click 'Register Firmware'.
4. Select the drive where the system software has been inserted, and click the [SEARCH] button.
5. Click the [REGISTER] button.
6. Click [OK].

## 4. Initializing SSD

<In case of SST>

1. Start the host machine with download mode in safe mode.
2. Start the SST.
3. Select the model. Then, select [Single] and click [Start].
4. Click [Format HDD].
5. Select [All], and click [Start].
6. Click [Execute Format].
7. The Format is executed.
8. Select [Shutdown/Restart], and click [Shutdown].
9. Click [OK]
10. The power of the host machine is turned OFF.
11. Terminate the SST.
12. Disconnect the Cross Ethernet Cable from the machine, and connect the user's network cable to the machine.

<In case of USB flash drive>

1. Connect the USB flash drive to the PC.
2. Start up SST, and click the USB icon displayed in the target selection screen.
3. Select the drive, the model series, and the version to be written to the USB flash drive, and click [Confirm].
4. Click [Start], and after the version has been written to the USB flash drive, click [OK] and then remove the USB flash drive.
5. Terminate the SST.
6. Connect the USB flash drive to the host machine, and start the host machine with download mode in safe mode.
7. When the USB menu is displayed, press keys on the Control Panel in the order shown below.
  - [4]: Clear/Format
  - [1]: Disk Format
  - [0]: OK
  - Press any keys.
  - [C]: Return to menu
  - [Reset] : Start shutdown sequence
  - [0]: OK (The power of the host machine is turned OFF automatically.)
8. Remove the USB flash drive.
9. Turn ON the main power switch.

## ■ Executing Auto Gradation Adjustment

When the high-capacity SSD is installed, the machine initializes its SSD, resetting the data used for auto gradation correction. Therefore, execute full adjustment of auto gradation adjustment after installing the high-capacity SSD to enable proper images to be output.

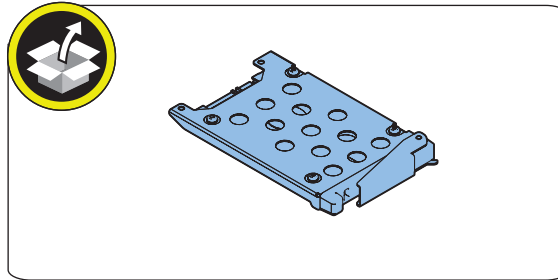
## ■ Execution of the Minimum Installation Work

Be sure to execute the minimum installation work in accordance with the Setup Guide because SSD is initialized when the high-capacity SSD is installed.

## [TYPE-2] Standard SSD + Option SSD (250GB) + SSD Mirroring Kit

### ■ Checking the Contents

<Option SSD (250 GB)>

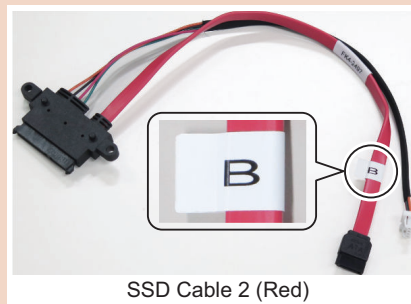


<SSD Mirroring Kit>

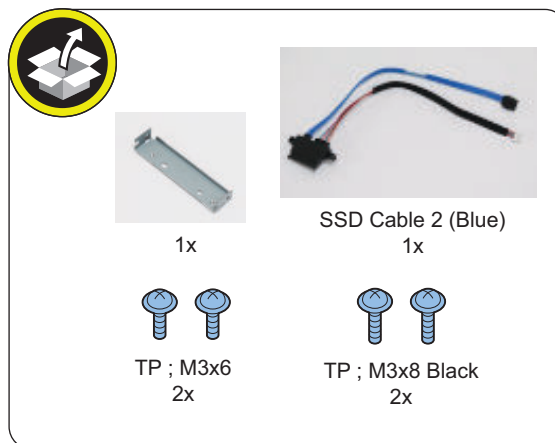
#### CAUTION:

Although the red cable shown below may sometimes be supplied in lieu of the SSD Cable 2 (Blue), the procedure for connecting the red cable is the same as that for the blue cable.

When connecting the cable to the Controller PCB, make sure to first confirm that the sticker [B] is attached to the cable and then connect the cable to the Controller PCB.



SSD Cable 2 (Red)



<Others>

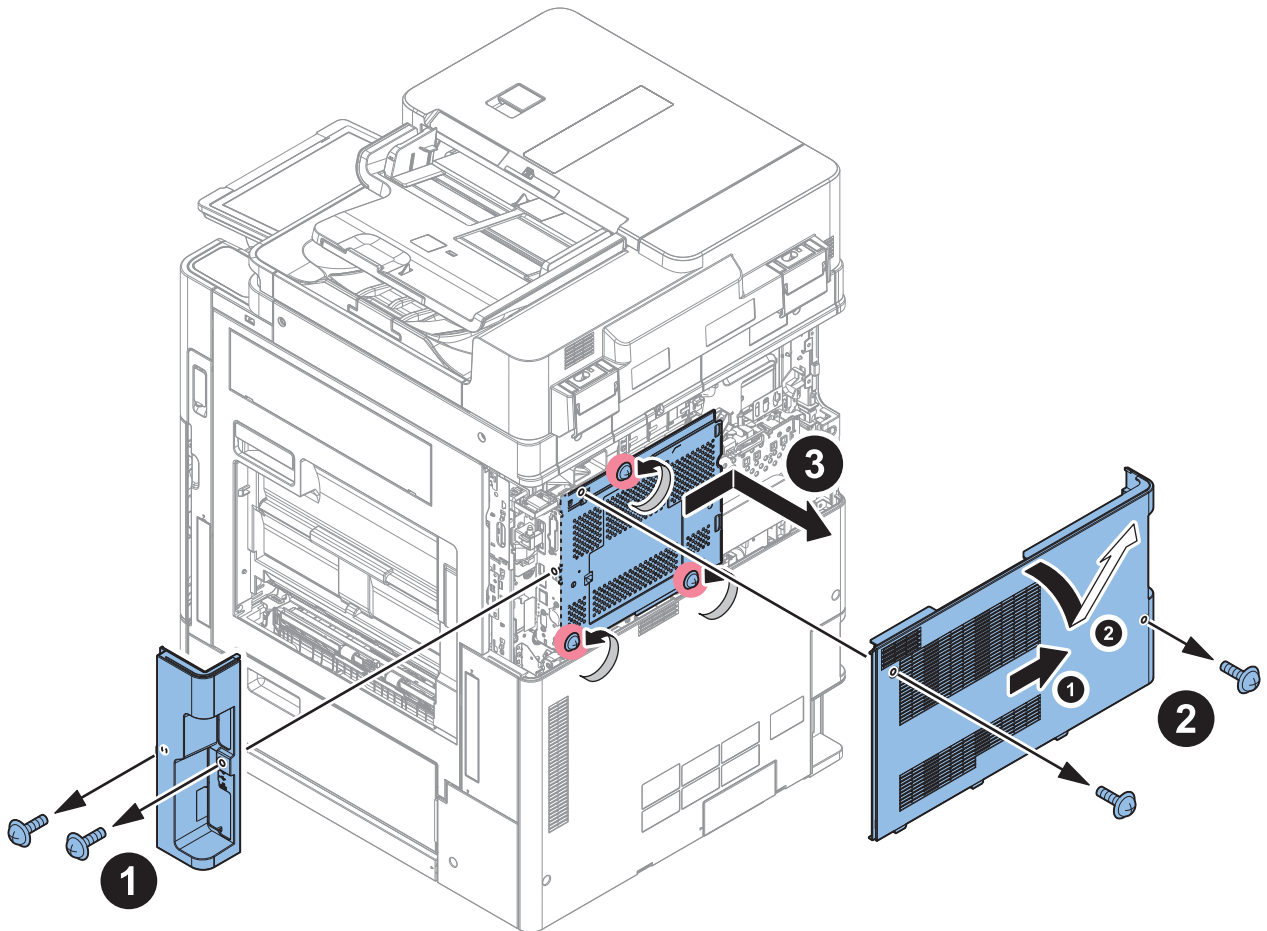
- Guides are included



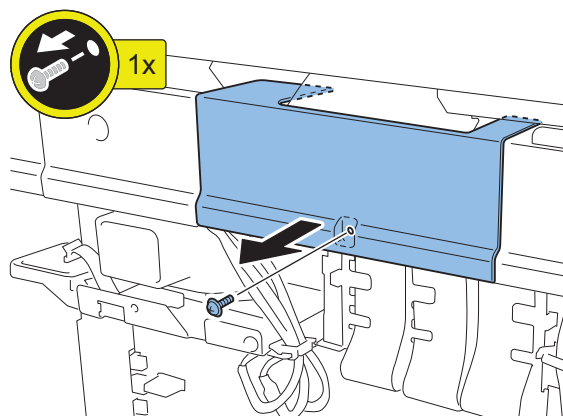
## ■ Installation Procedure

### ● Installing the SDD Mirroring Kit / Option SSD

□

**1.**

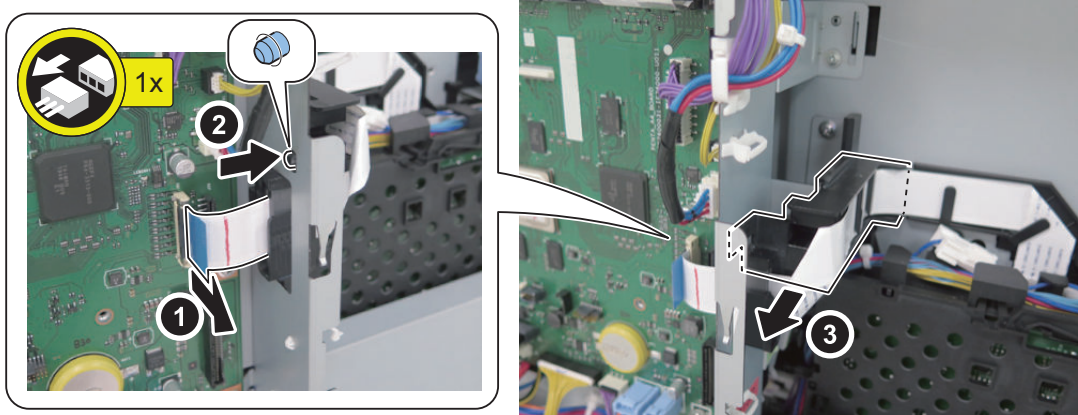
□

**2.**

□  
3.

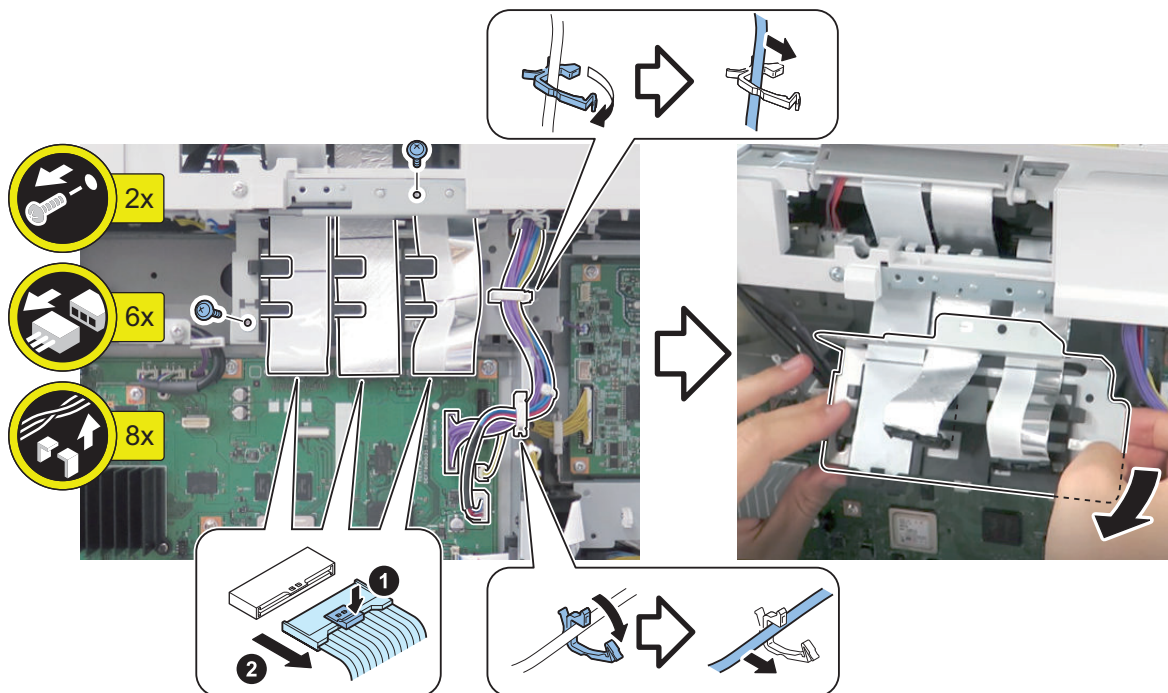
**NOTE:**

The shape of the guide differs depending on the model, but the removal method is the same.

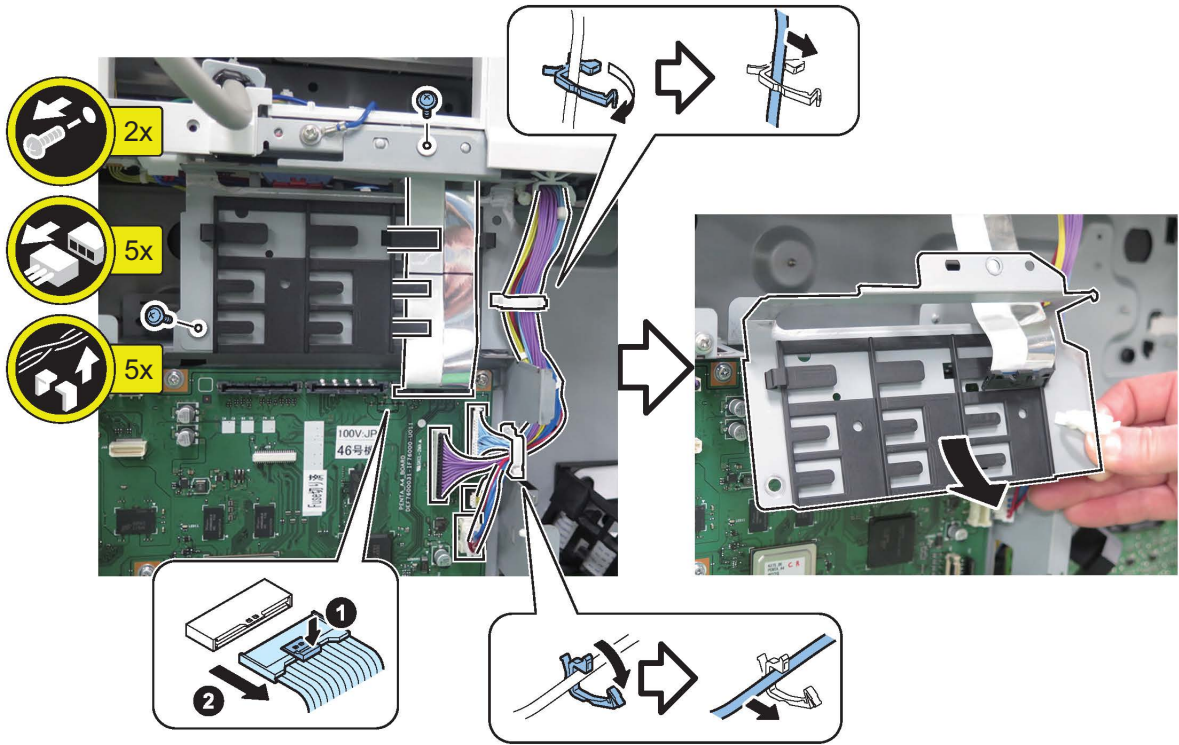


□  
4.

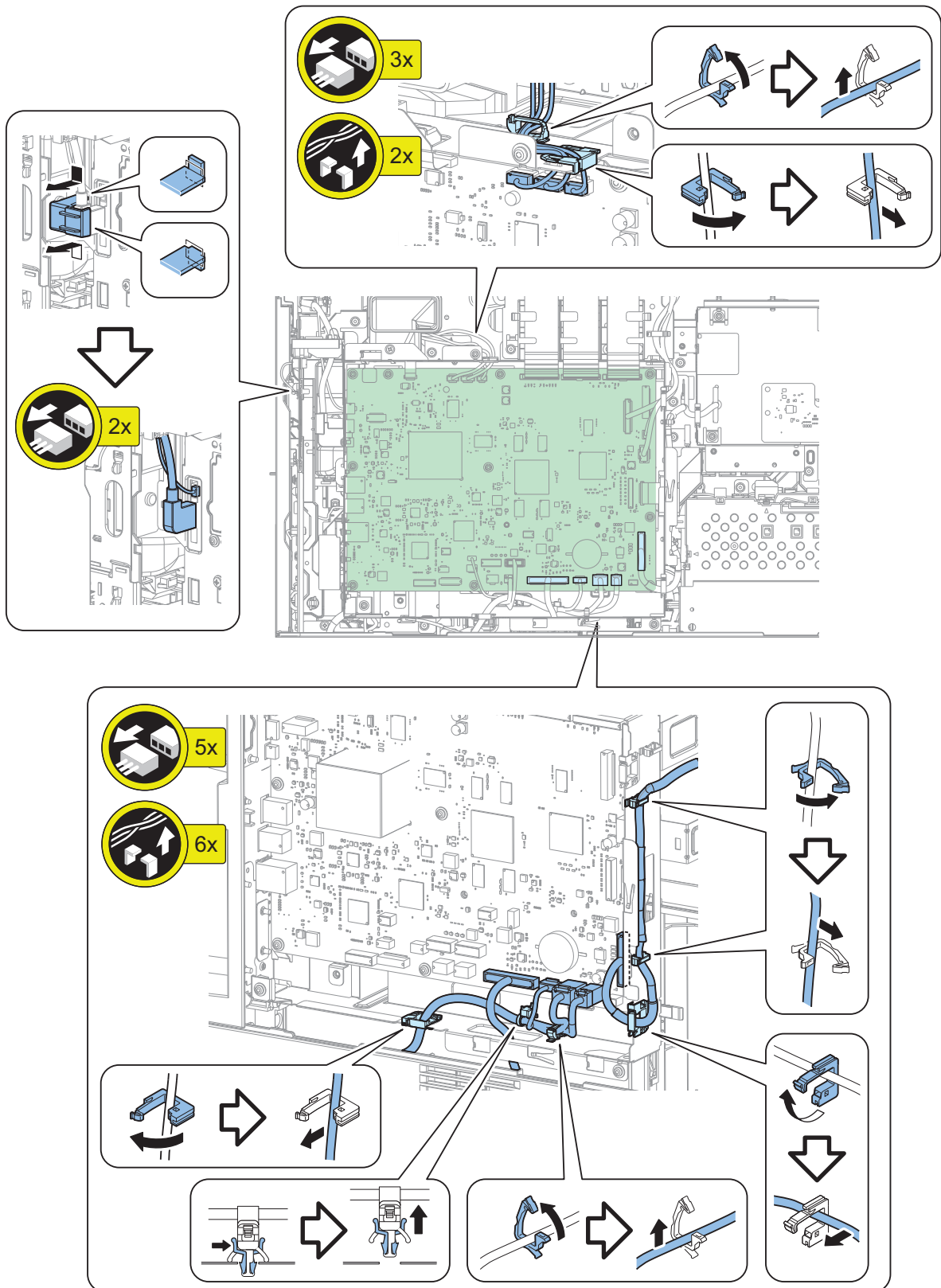
<For the 1-Pass ADF>



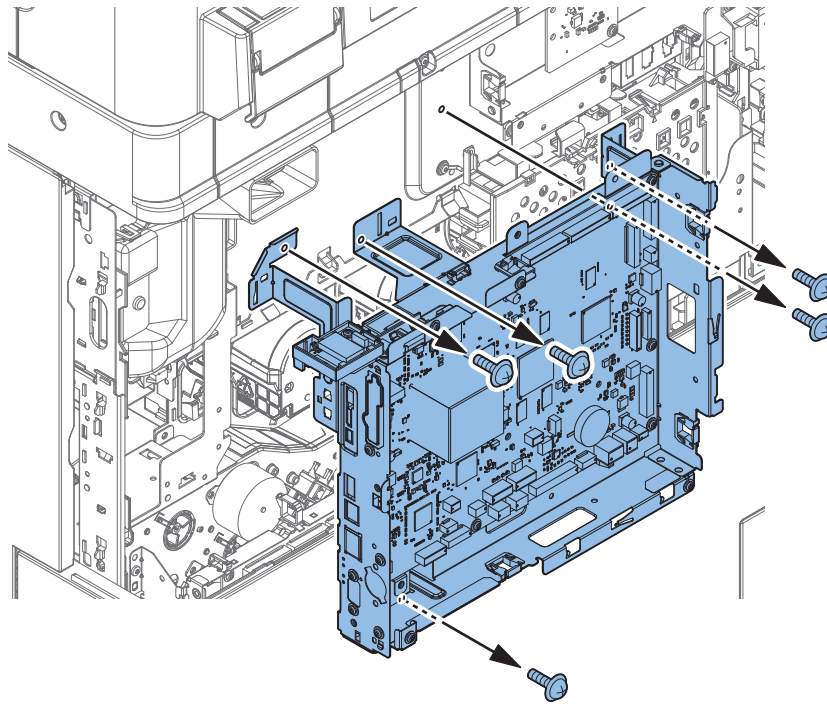
<In the case of the Reverse ADF>



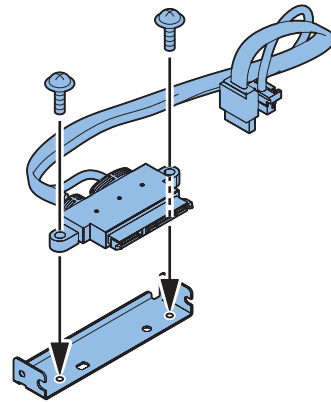
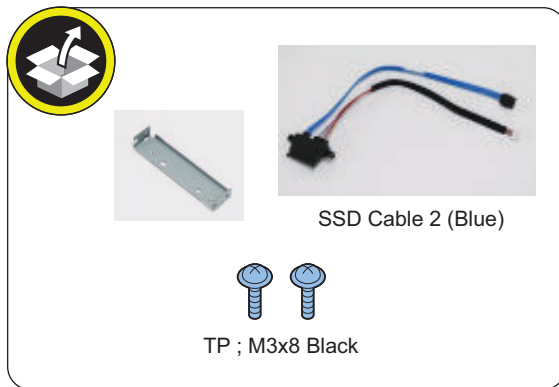
□  
5.



□  
**6.**



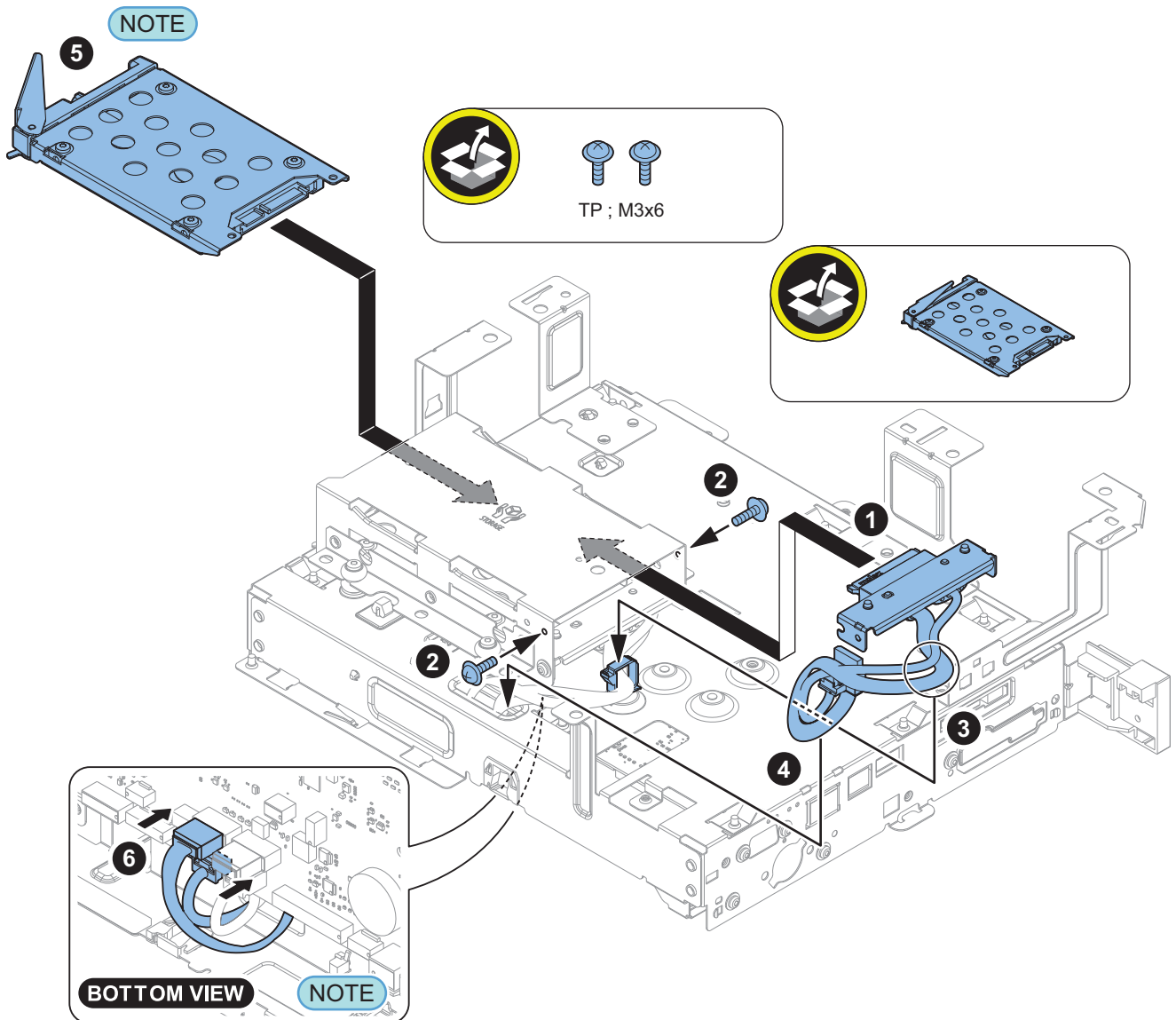
□  
**7.**



□  
8.

**CAUTION:**

- Be sure to push the SSD hard to install otherwise it may result in poor contact of the connector.
- Be sure to connect the communication cable to the correct port.
- Connect the SSD Cable 2 (Blue) or SSD Cable 2 (Red) with the label [B] attached, to the [B] of the Controller PCB.



□  
9.

Install the Cover removed in the previous step.

### ■ Setting the Mirroring

□

1. Set the setting value for the mirroring to "1" in the following service mode.  
COPIER > OPTION > FNC-SW > W/RAID
2. Turn OFF/ON the main power of the host machine to enable the setting value.

3. Make sure that the UI screen is activated correctly.

4. Open the Cover, and make sure that the LED blinks.

**NOTE:**

Rebuilding starts approximately after 60 seconds after turning OFF and then ON the power.

- SSD 1 (Slot 1): The green LED blinks.
- SSD 2 (Slot 2): The green and red LEDs blink.

**CAUTION:**

Perform the W/RAID setting 3 minutes after the power is turned on.

Wait 10 seconds after changing the W/RAID setting before turning the power off.

The rebuild process starts after setting "1" on W/RAID and turning it OFF/ON.

Rebuild process starts after setting "1" for W/RAID. If an error occurs during the rebuild process at the initial installation the hard disk needs to be replaced. (Call service rep.), reexecute the process with the following procedure.

1. Check that the lighting red LED is SSD2.
2. Select "0" for the following service mode.  
COPIER > OPTION > FNC-SW > W/RAID
3. To enable the setting value, turn OFF/ON the Main Power Supply Switch of the host machine.
4. Select "1" for the following service mode.  
COPIER > OPTION > FNC-SW > W/RAID
5. To enable the setting value, turn OFF/ON the Main Power Supply Switch of the host machine.

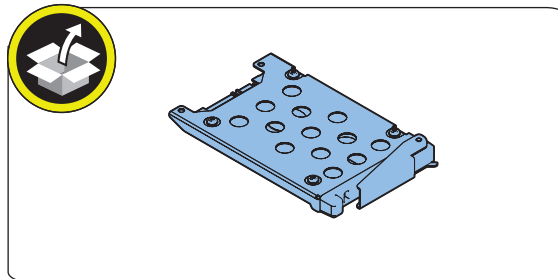
The foregoing procedure is limited to the rebuild process at the initial installation.

An error during the rebuild process that is executed during operation is not included in the consideration.

## [TYPE-3] 2 Option SSDs + SSD Mirroring Kit

### ■ Checking the included parts

<Option SSD>



**NOTE:**

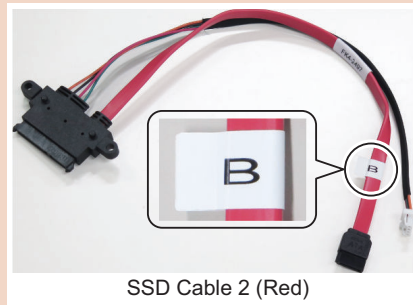
Prepare two SSDs with the same capacity.

## &lt;SSD Mirroring Kit&gt;

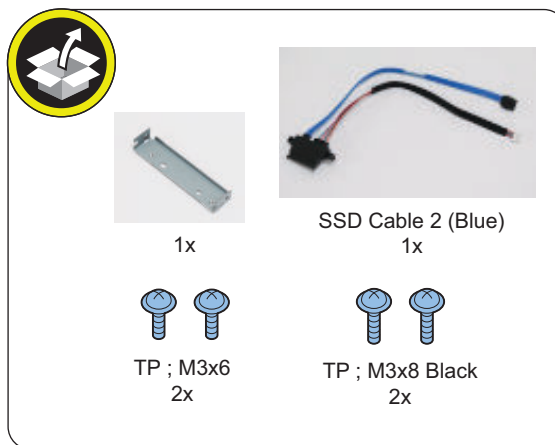
**CAUTION:**

The red cable shown below may be included in the package instead of the SSD Cable2 (Blue), however, the same procedures as the blue cable applies.

Be sure to confirm that the label [B] is attached to the cable before connecting it to [B] of the Controller PCB.



SSD Cable 2 (Red)



## &lt;Others&gt;

- Guides are included

## ■ Installation Procedure

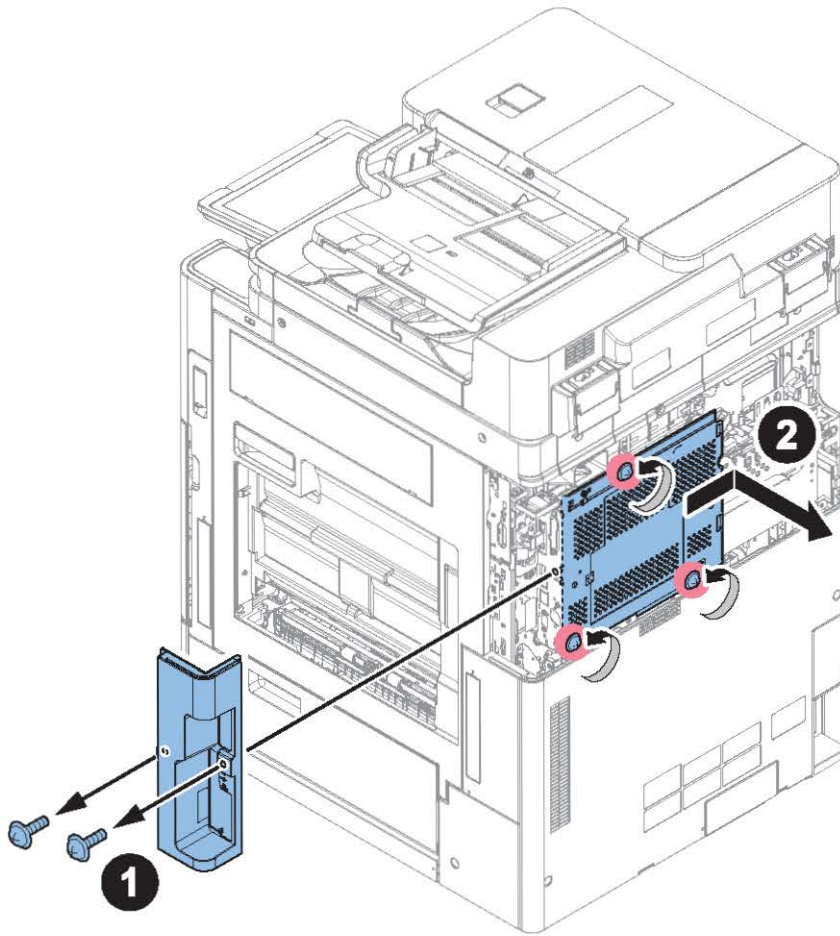
**NOTE:**

- ["Removing the SSD \(Preparation\)"](#) on page 283 Be sure to perform before performing the following work.
- As for Option SSD, prepare two SSDs with the same capacity.

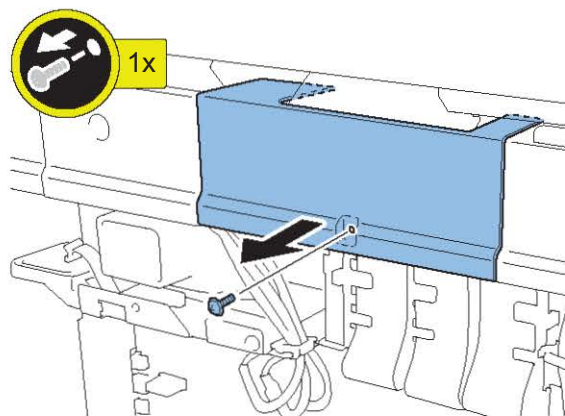


## ■ Installing the SDD Mirroring Kit / Option SSD

□  
**1.**



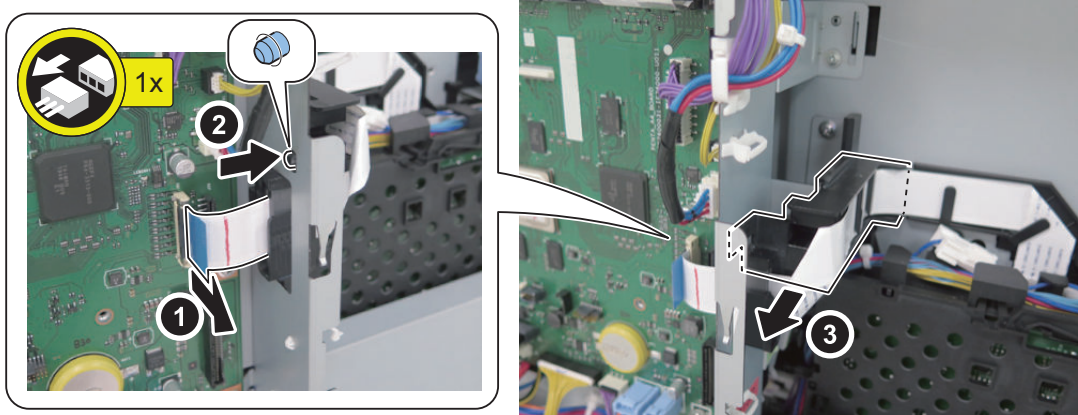
□  
**2.**



□  
3.

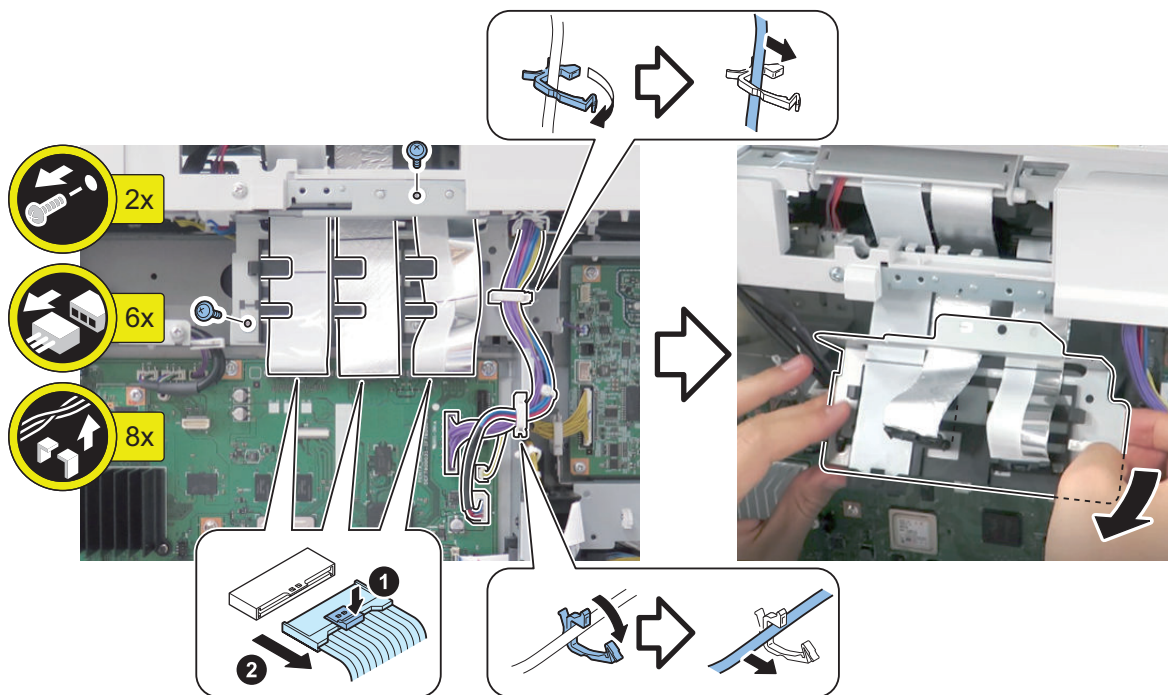
**NOTE:**

The shape of the guide differs depending on the model, but the removal method is the same.

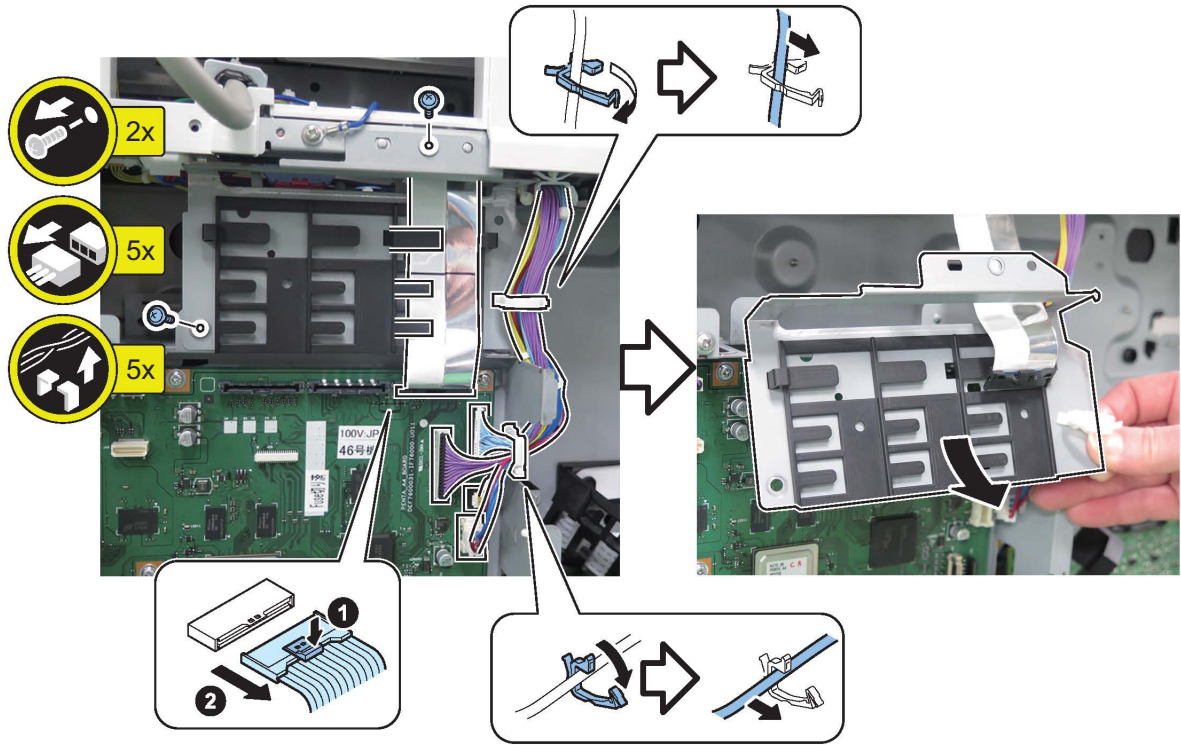


4.

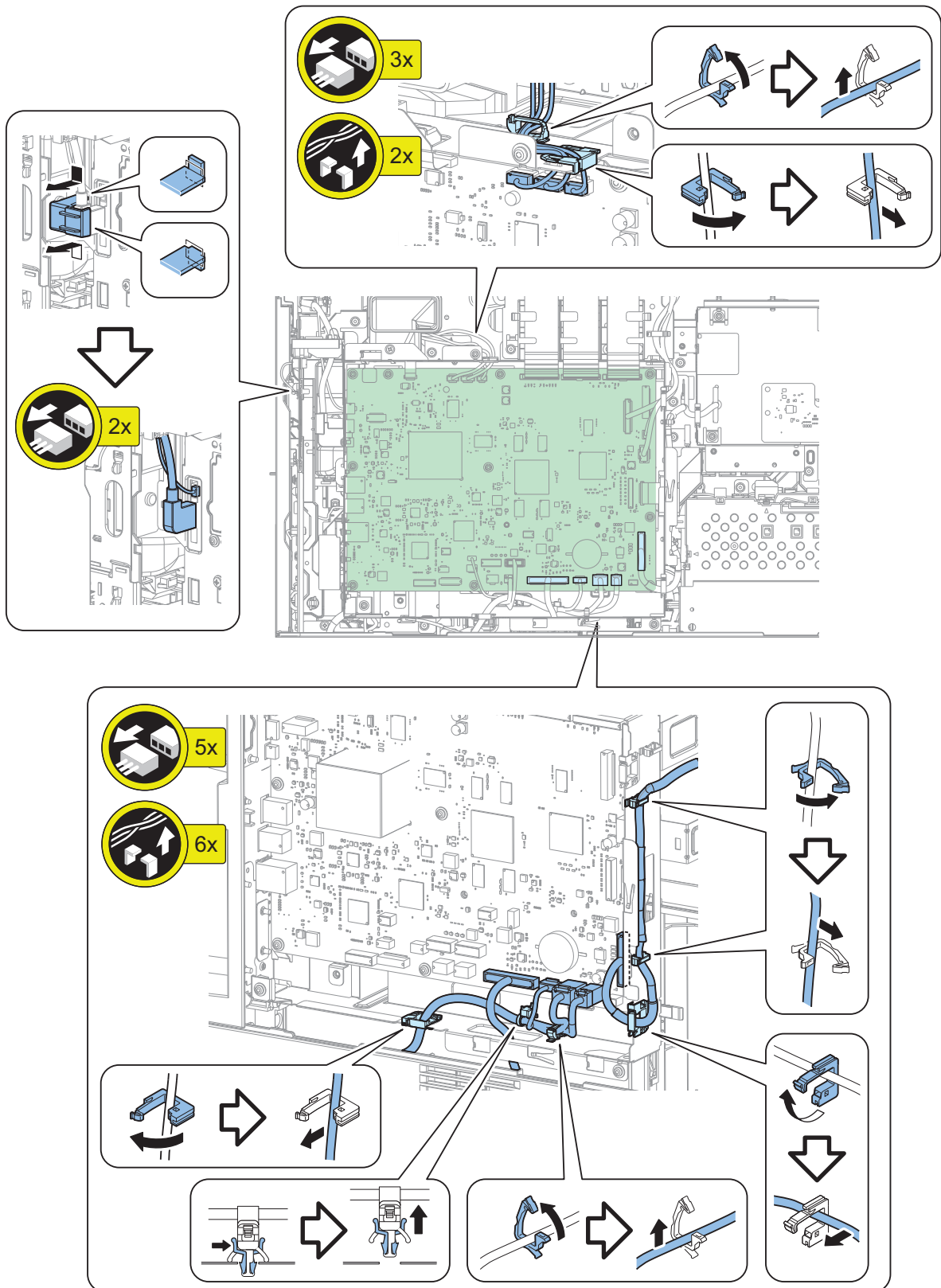
<For the 1-Pass ADF>



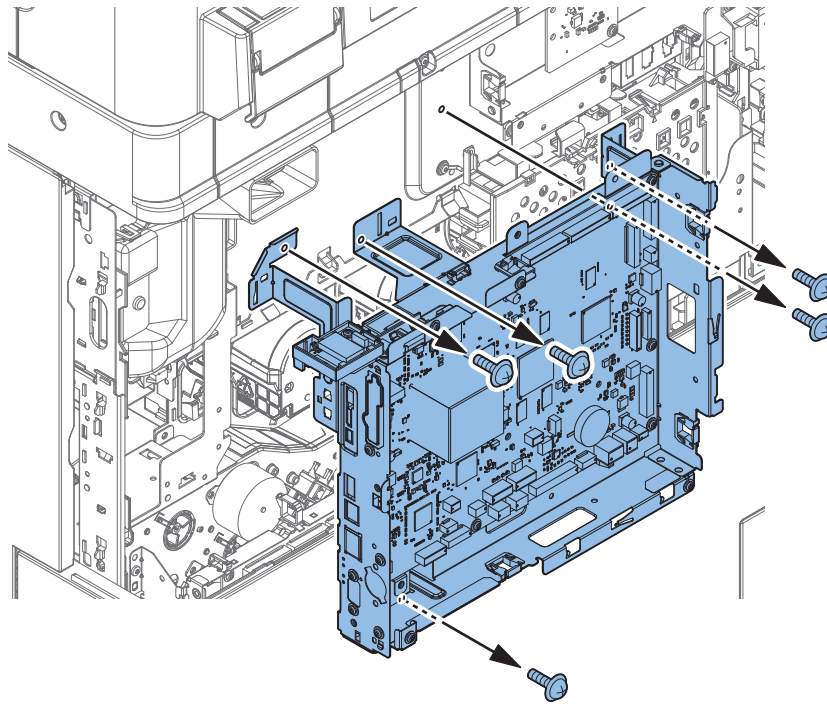
<In the case of the Reverse ADF>



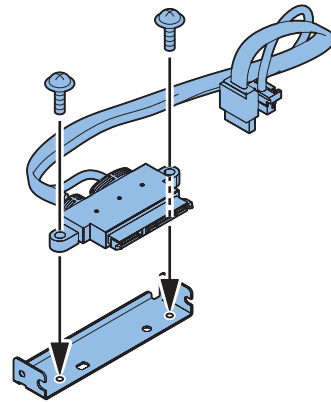
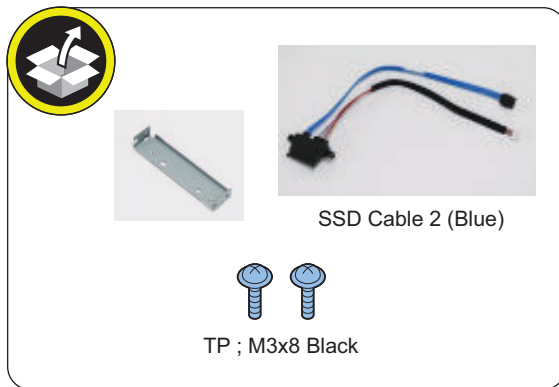
□  
5.



□  
**6.**



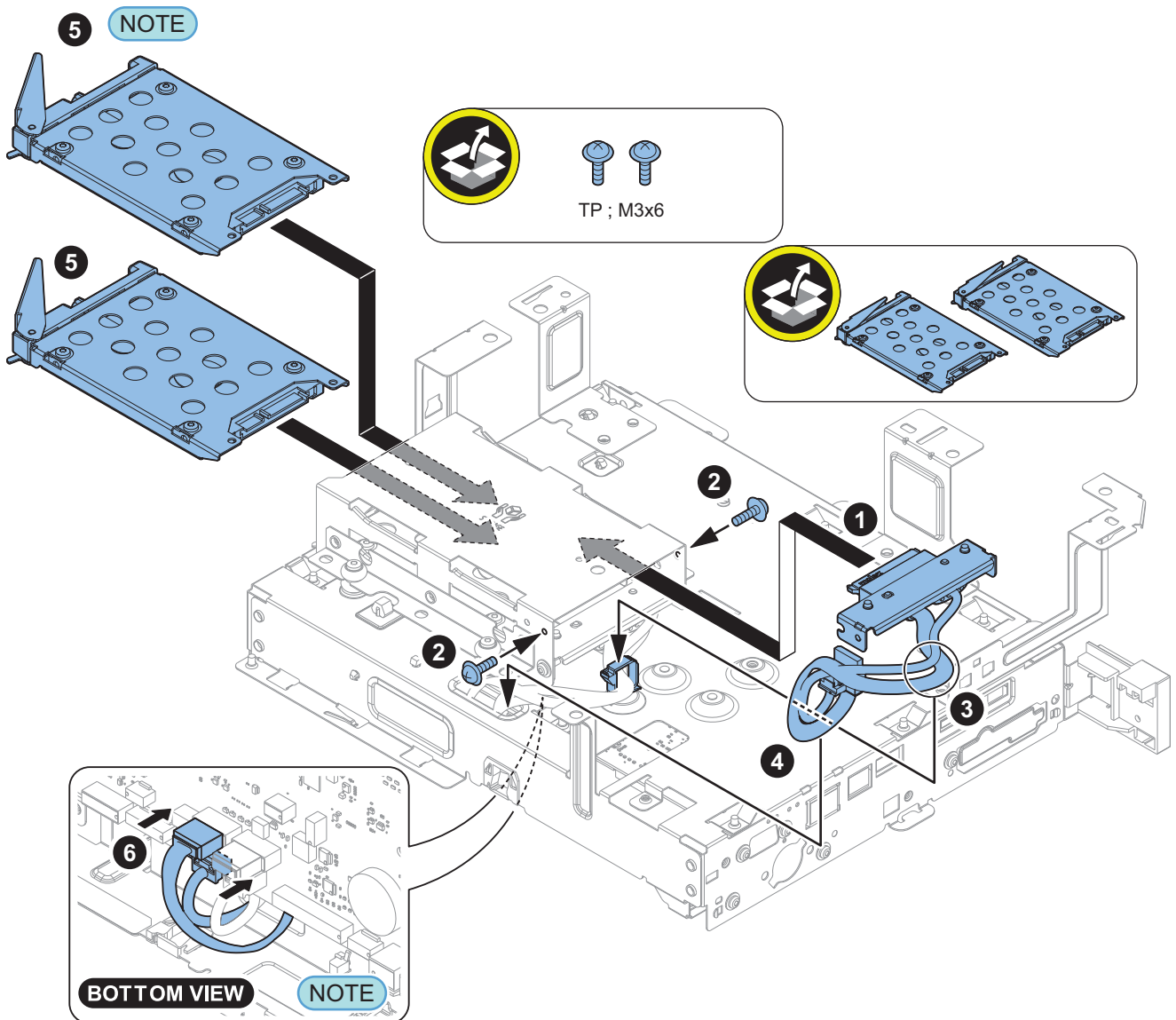
□  
**7.**



□  
8.

**CAUTION:**

- Be sure to push the SSD hard to install otherwise it may result in poor contact of the connector.
- Be sure to connect the communication cable to the correct port.
- Connect the SSD Cable 2 (Blue) or SSD Cable 2 (Red) with the label [B] attached, to the [B] of the Controller PCB.



□  
9.

Install the Cover removed in the previous step.

## ■ SSD Initialization Procedure

### 1. Requirements

1. PC  
Service Support Tool in the version that supports this host machine must be installed. rror during the rebuild process that is executed during operation is not included in the consideration.
2. Cross Ethernet Cable (when SST is used)

**2. Preparing for the Installation of the System Software of Host machine**

1. If both PC and the machine are on, turn them off.
2. Connect the PC and the host machine using an Cross Ethernet cable. (when SST is used)
3. Turn on the PC.

**3. Registering the system software**

1. Insert the latest System Software into the PC using the SST.
2. Start the SST.
3. Click 'Register Firmware'.
4. Select the drive where the system software has been inserted, and click the [SEARCH] button.
5. Click the [REGISTER] button.
6. Click [OK].

**4. Initializing SSD**

<In case of SST>

1. Start the host machine with download mode in safe mode.
2. Start the SST.
3. Select the model. Then, select [Single] and click [Start].
4. Click [Format HDD].
5. Select [All], and click [Start].
6. Click [Execute Format].
7. The Format is executed.
8. Select [Shutdown/Restart], and click [Shutdown].
9. Click [OK]
10. The power of the host machine is turned OFF.
11. Terminate the SST.
12. Disconnect the Cross Ethernet Cable from the machine, and connect the user's network cable to the machine.

<In case of USB flash drive>

1. Connect the USB flash drive to the PC.
2. Start up SST, and click the USB icon displayed in the target selection screen.
3. Select the drive, the model series, and the version to be written to the USB flash drive, and click [Confirm].
4. Click [Start], and after the version has been written to the USB flash drive, click [OK] and then remove the USB flash drive.
5. Terminate the SST.
6. Connect the USB flash drive to the host machine, and start the host machine with download mode in safe mode.
7. When the USB menu is displayed, press keys on the Control Panel in the order shown below.
  - [4]: Clear/Format
  - [1]: Disk Format
  - [0]: OK
  - Press any keys.
  - [C]: Return to menu
  - [Reset] : Start shutdown sequence
  - [0]: OK (The power of the host machine is turned OFF automatically.)
8. Remove the USB flash drive.
9. Turn ON the main power switch.

**■ Setting the Mirroring**

1. **Set the setting value for the mirroring to "1" in the following service mode.**  
COPIER > OPTION > FNC-SW > W/RAID
2. **Turn OFF/ON the main power of the host machine to enable the setting value.**
3. **Make sure that the UI screen is activated correctly.**

**4. Open the Cover, and make sure that the LED blinks.****NOTE:**

Rebuilding starts approximately after 60 seconds after turning OFF and then ON the power.

- SSD 1 (Slot 1): The green LED blinks.
- SSD 2 (Slot 2): The green and red LEDs blink.

**CAUTION:**

Perform the W/RAID setting 3 minutes after the power is turned on.

Wait 10 seconds after changing the W/RAID setting before turning the power off.

The rebuild process starts after setting "1" on W/RAID and turning it OFF/ON.

Rebuild process starts after setting "1" for W/RAID. If an error occurs during the rebuild process at the initial installation the hard disk needs to be replaced. (Call service rep.), reexecute the process with the following procedure.

1. Check that the lighting red LED is SSD2.
2. Select "0" for the following service mode.  
COPIER > OPTION > FNC-SW > W/RAID
3. To enable the setting value, turn OFF/ON the Main Power Supply Switch of the host machine.
4. Select "1" for the following service mode.  
COPIER > OPTION > FNC-SW > W/RAID
5. To enable the setting value, turn OFF/ON the Main Power Supply Switch of the host machine.

The foregoing procedure is limited to the rebuild process at the initial installation.

An error during the rebuild process that is executed during operation is not included in the consideration.

## ■ Executing Auto Gradation Adjustment

When the high-capacity SSD is installed, the machine initializes its SSD, resetting the data used for auto gradation correction. Therefore, execute full adjustment of auto gradation adjustment after installing the high-capacity SSD to enable proper images to be output.

## ■ Execution of the Minimum Installation Work

Be sure to execute the minimum installation work in accordance with the Setup Guide because SSD is initialized when the high-capacity SSD is installed.



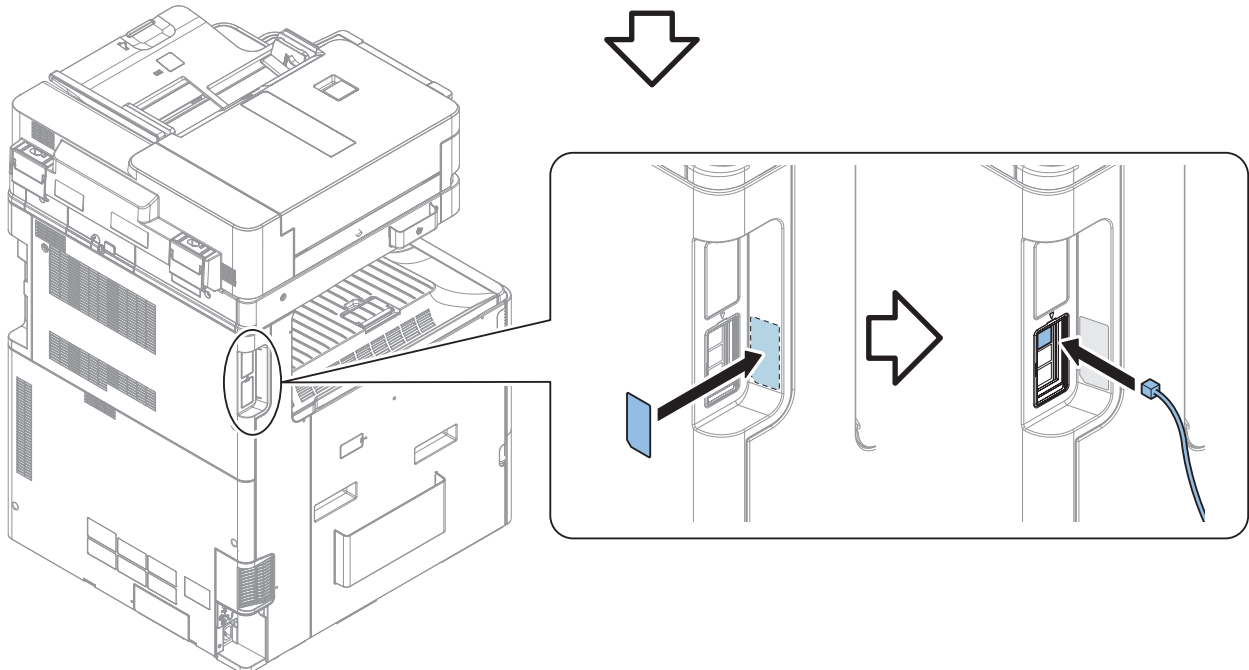
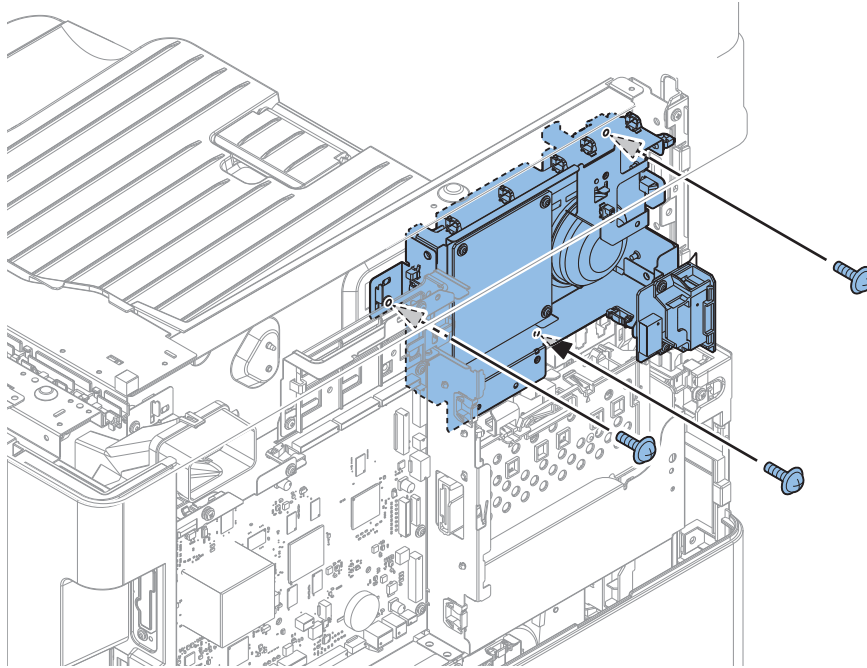
## Super G3 FAX Board-BH1

### Product Name

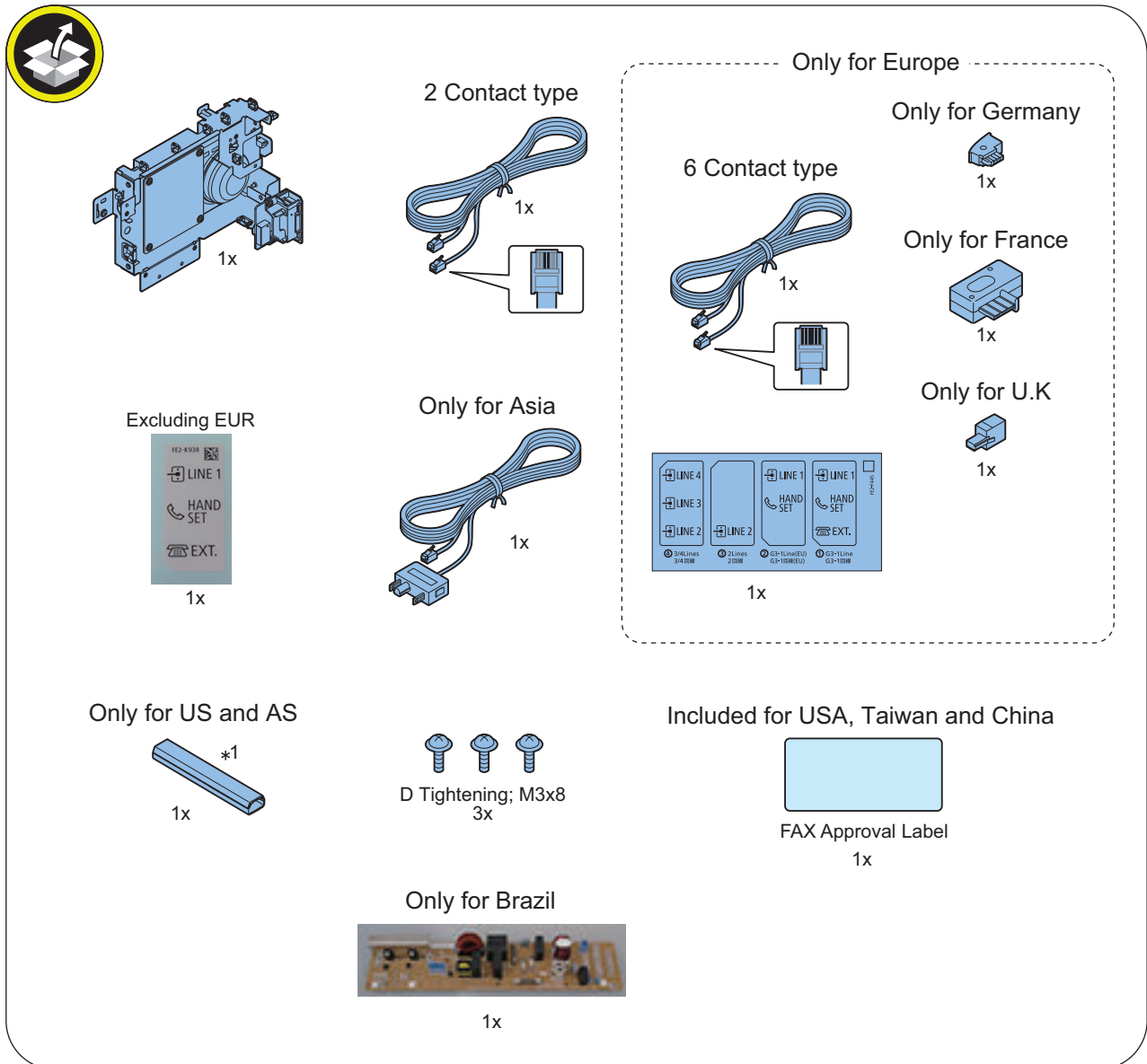
Safety regulations require the product's name to be registered. In some regions where this product is sold, the following name may be registered instead.

- F326904

### Installation Outline Drawing



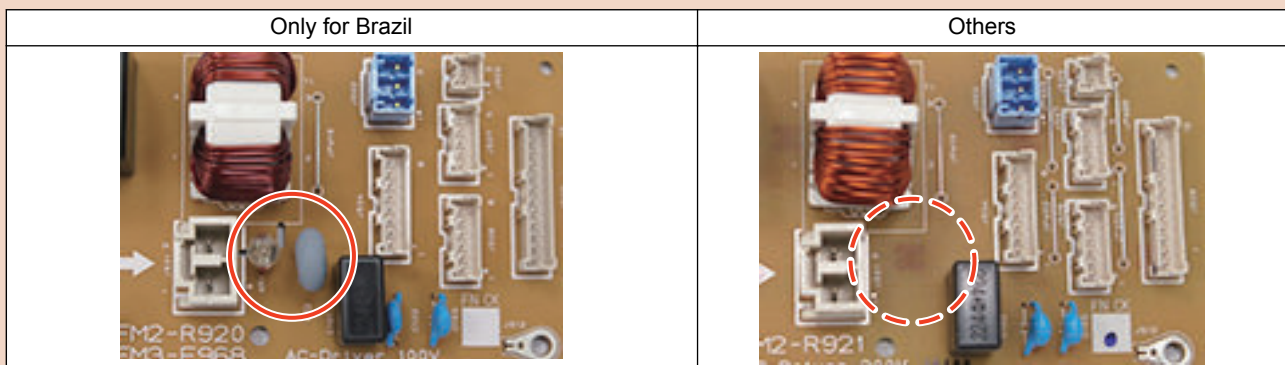
## Checking the Contents



\*1: It may not be included.

### CAUTION:

- The included AC Driver PCB is for Brazil only. It is not used in other regions.
- The following parts circled are mounted on the AC Driver PCB made for Brazil.



<Others>

- Including guides and etc.

## Installation Procedure

**CAUTION:****<Installing 1 line Only>**

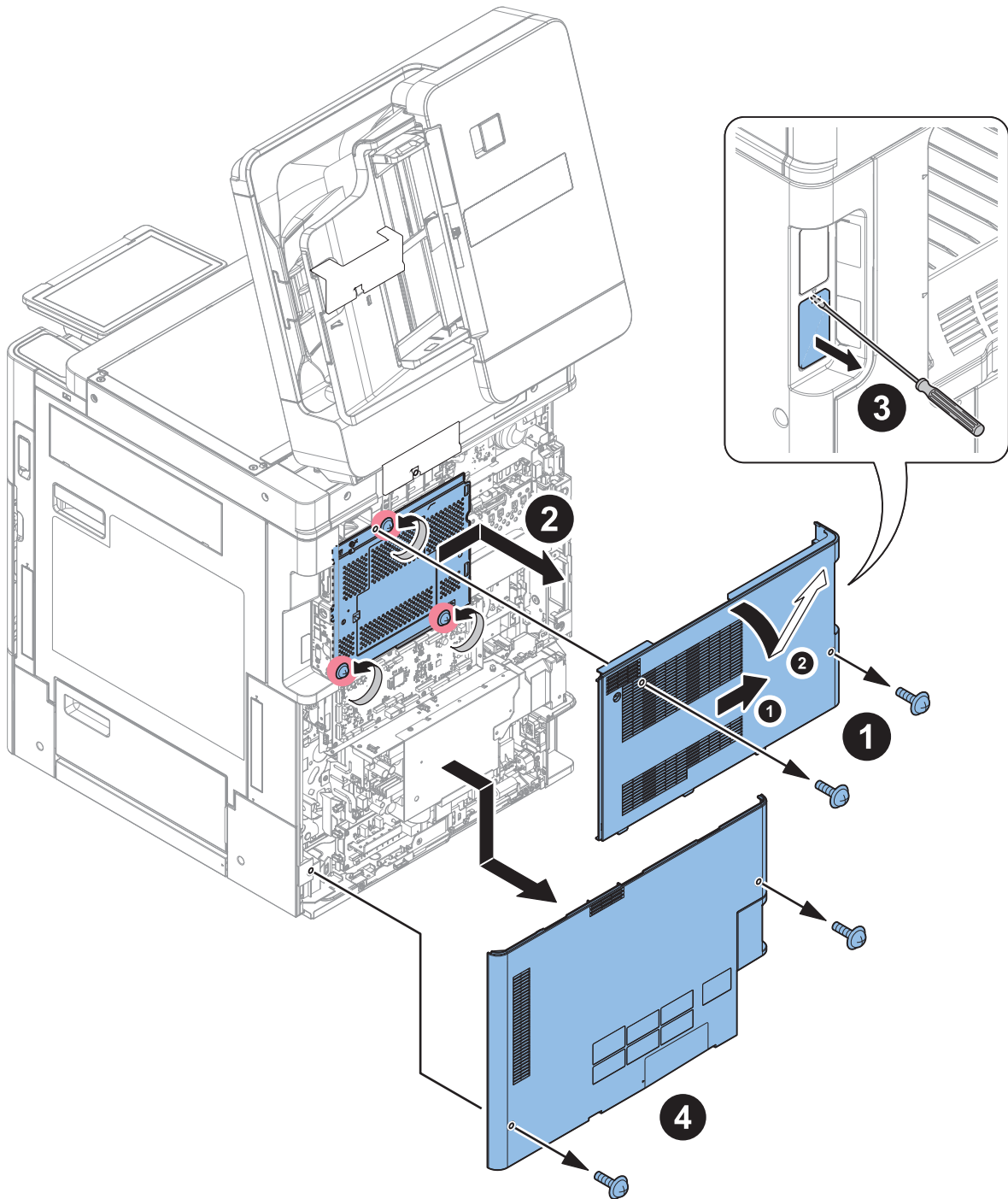
- Other than Brazil: Steps 2 through 12 of this procedure are not required.
- Brazil: Steps 2 through 12 of this procedure are required.

**<Installing line 1 and line 2 at the same>**

- Other than Brazil: Perform this work by referring to "Line 1 and Line 2 Simultaneous Installation Procedure" without using this manual. ["Line 1 and Line 2 Simultaneous Installation Procedure" on page 333](#)
- Brazil: After completing Step 12, refer to "Line 1 and Line 2 Simultaneous Installation Procedure" to perform this work. ["Line 1 and Line 2 Simultaneous Installation Procedure" on page 333](#)

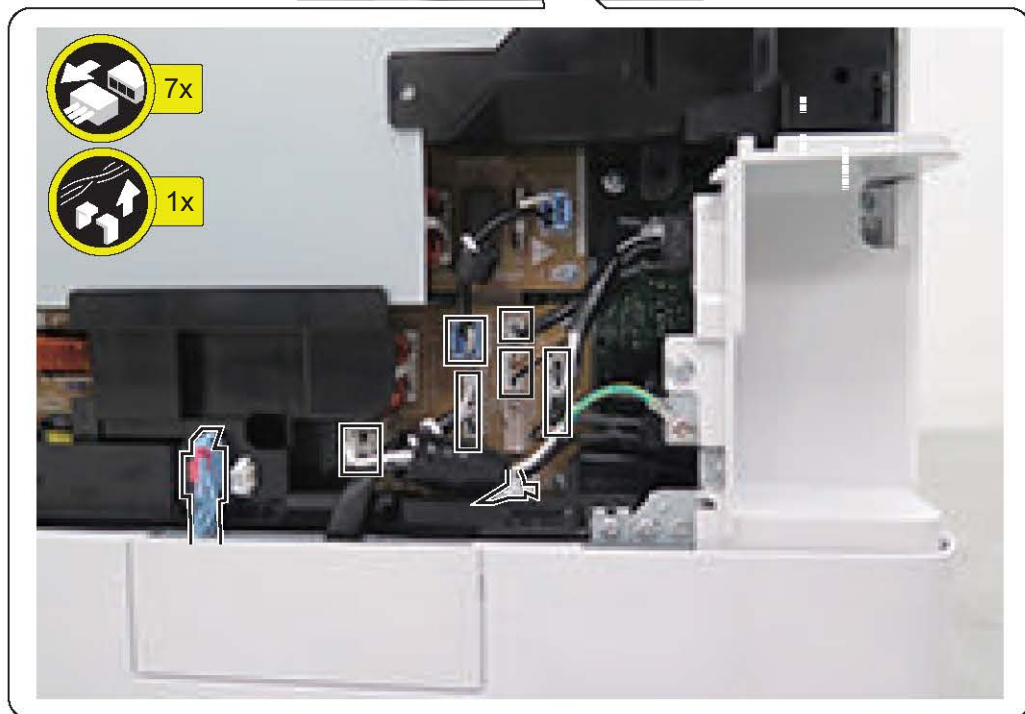
□  
**1.****CAUTION:**

Remove the rear bottom cover of 4 only for Brazil.

**NOTE:**

Steps 2 through 12 are required steps for Brazil only.

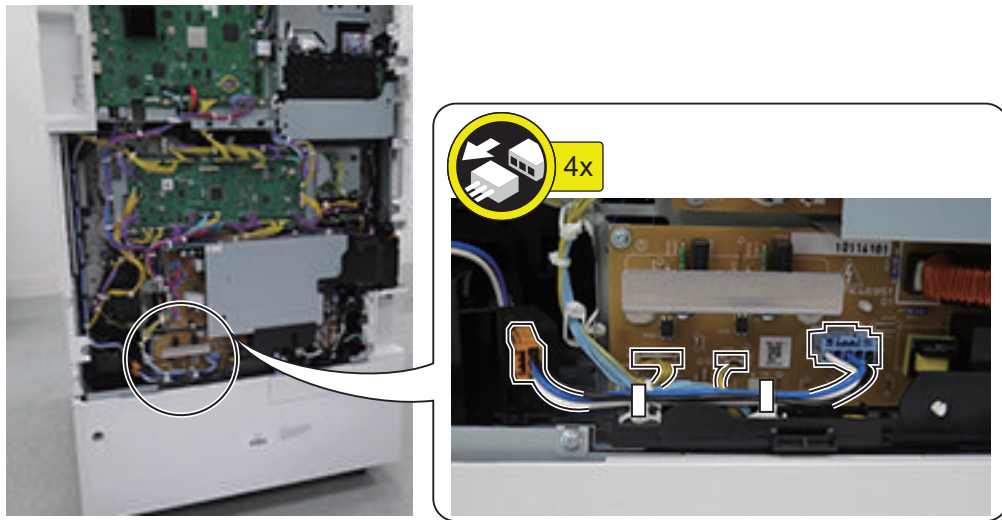
□  
**2.**



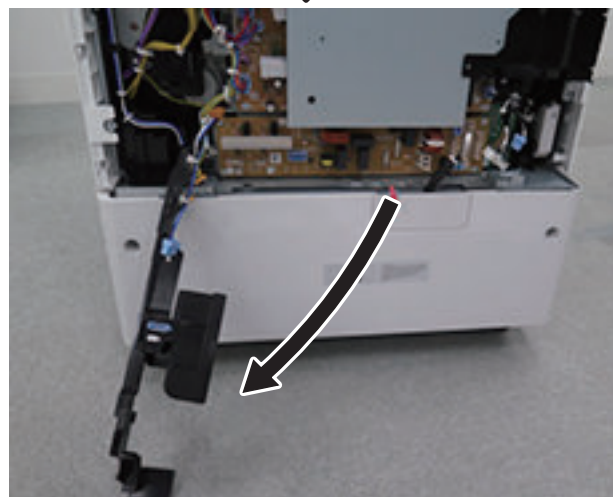
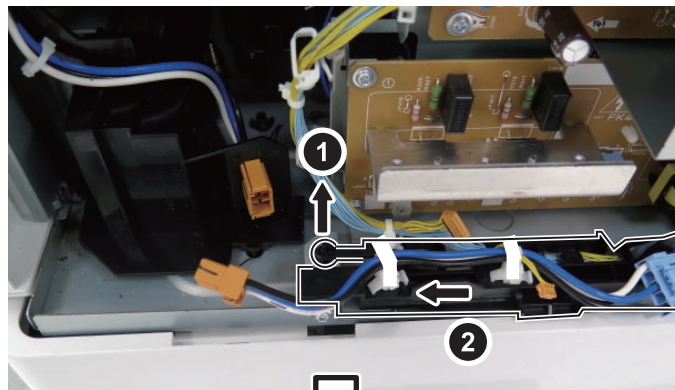
□  
**3.**



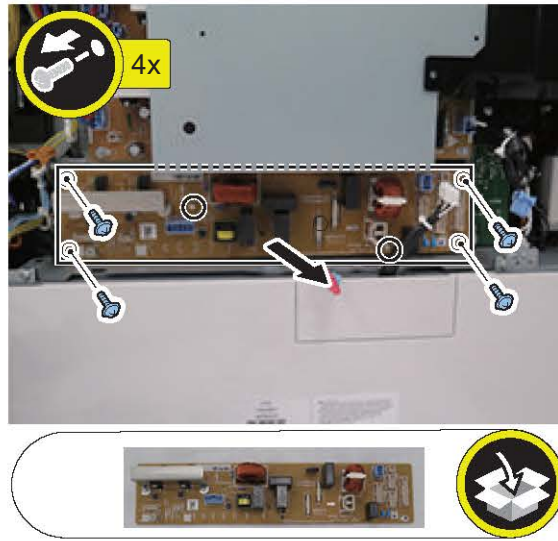
□  
4.



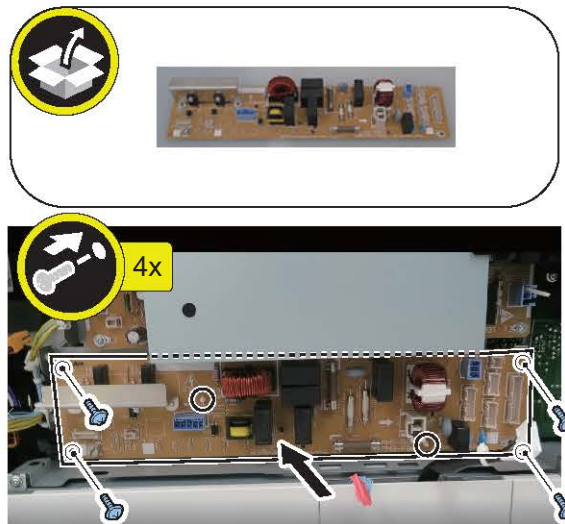
□  
5.



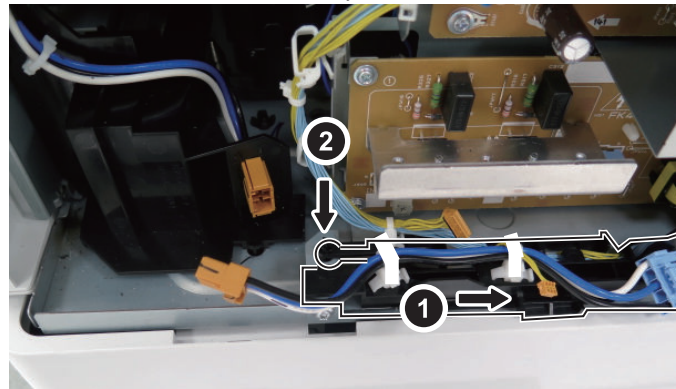
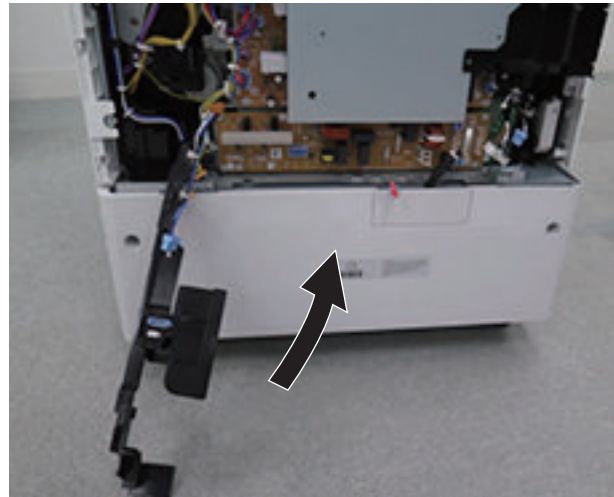
□  
**6.**



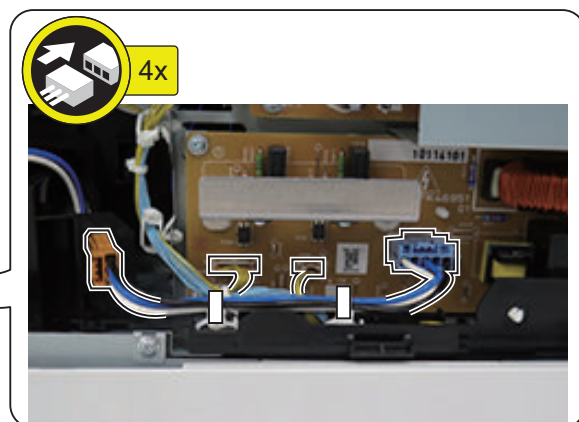
□  
**7.**



□  
**8.**



□  
**9.**

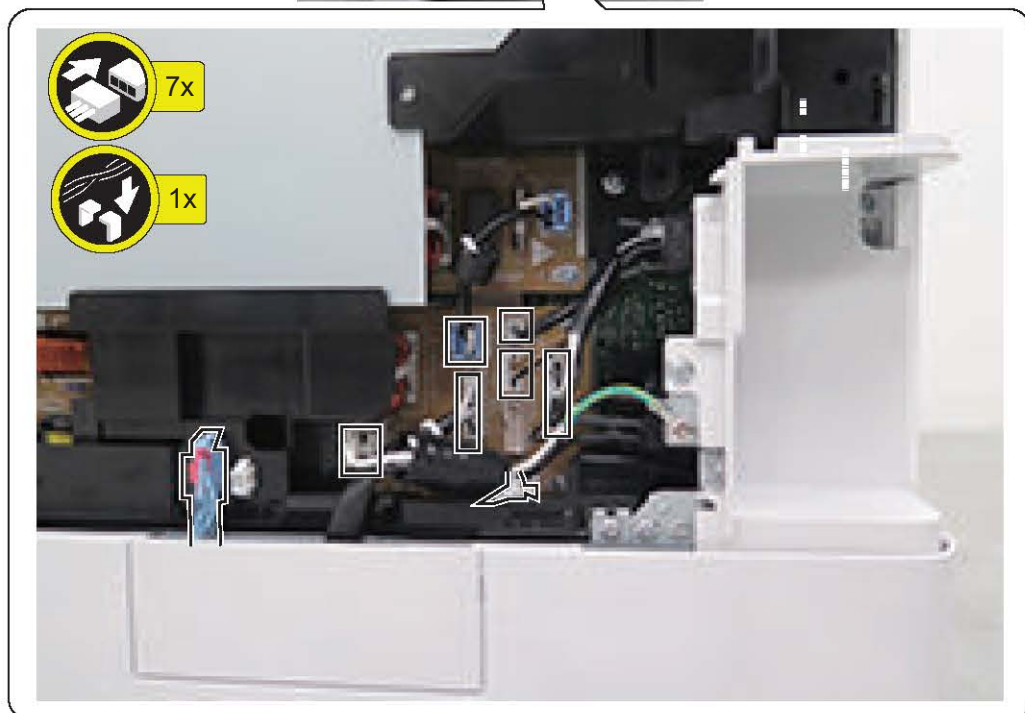
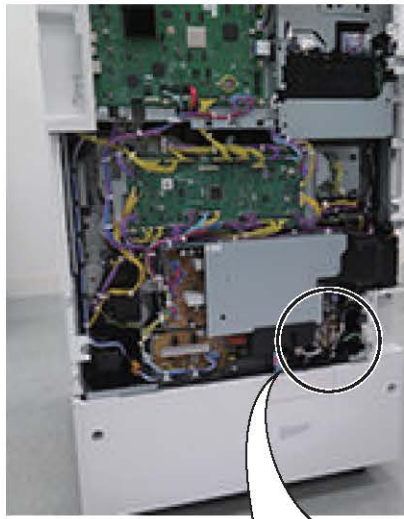




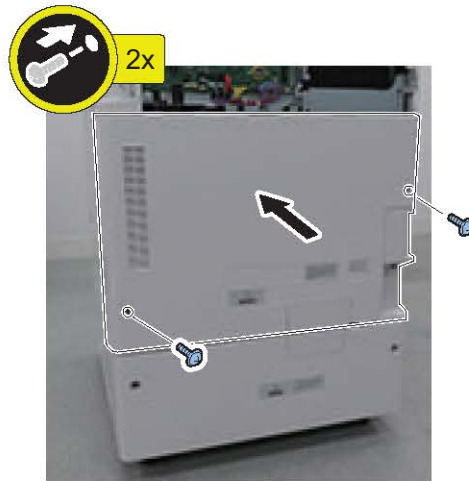
□  
10.



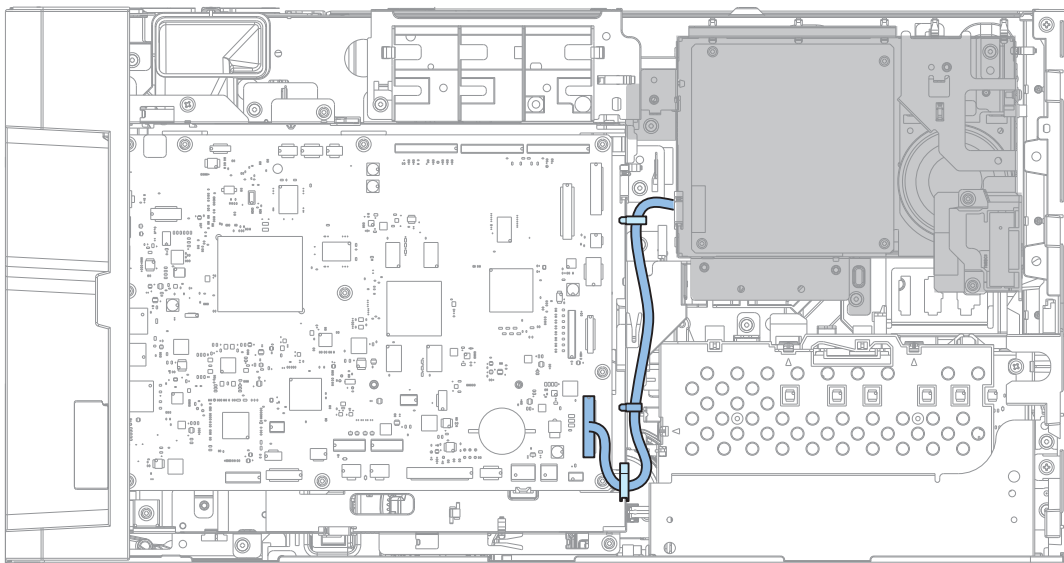
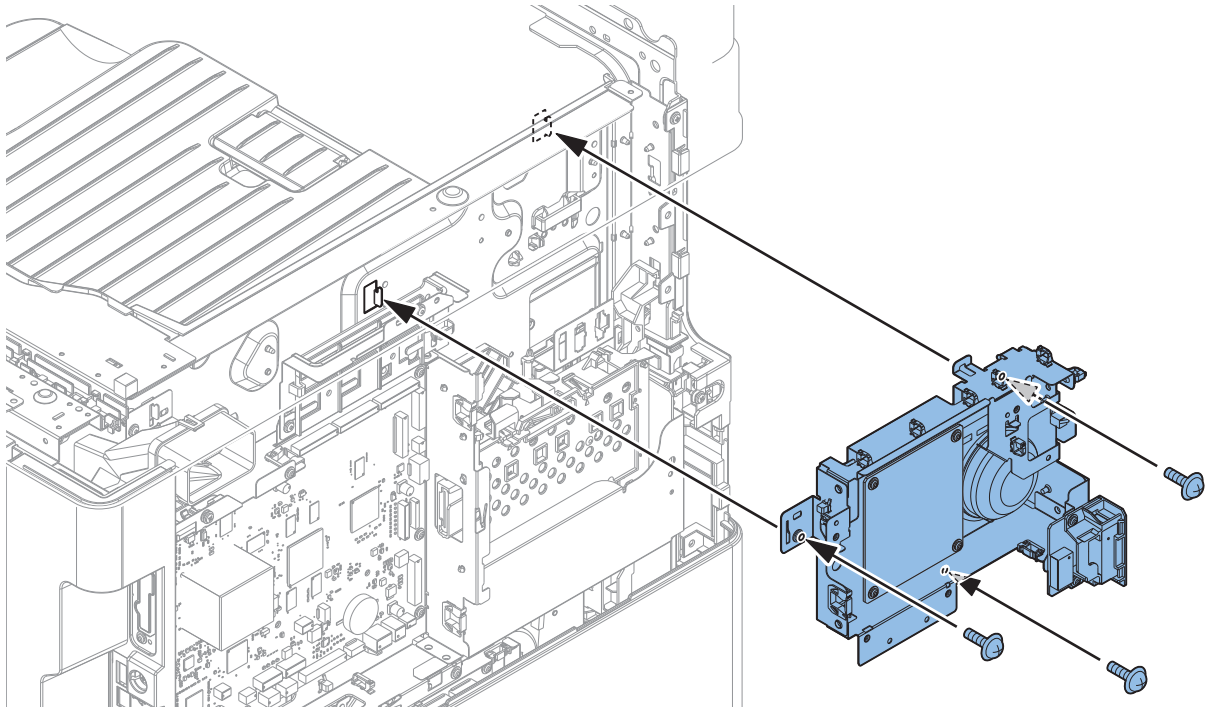
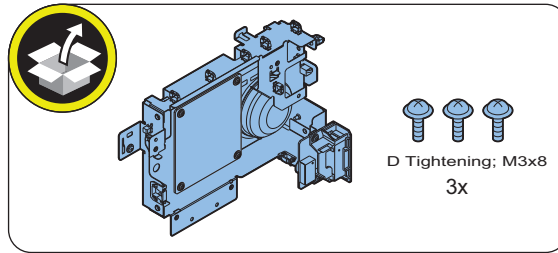
□  
11.



□  
**12.**



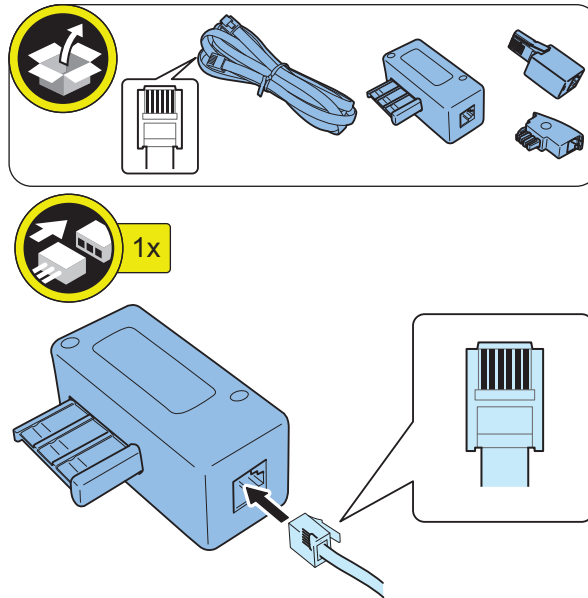
□  
**13.**



□  
**14.** Install the removed cover.

□  
**15.****NOTE:**


- This procedure applies to Europe only.
- Do not connect the telephone cords (2 core) to PTT plugs.
- PTT plugs are connected to PTT cables (6 core) of the corresponding place/area.




16.

**NOTE:**

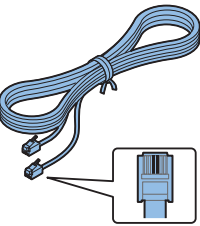
Insert one of the telephone cords into a line modular jack (LINE) of the host machine, and the other into a wall side modular jack.



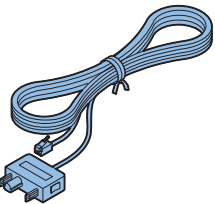
Excluding EUR



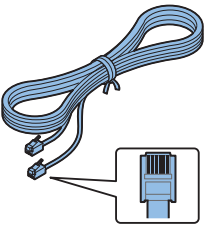
2 Contact type



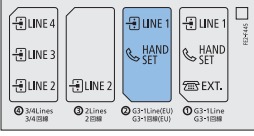
Only for Asia

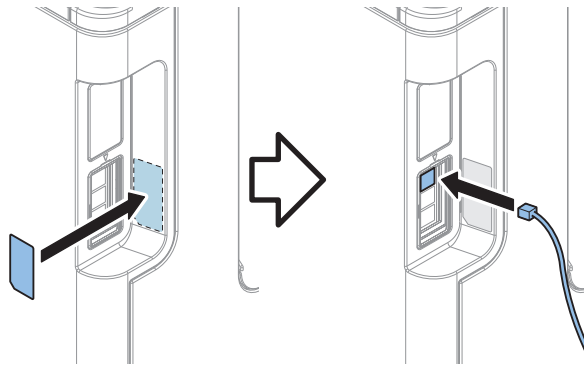


6 Contact type



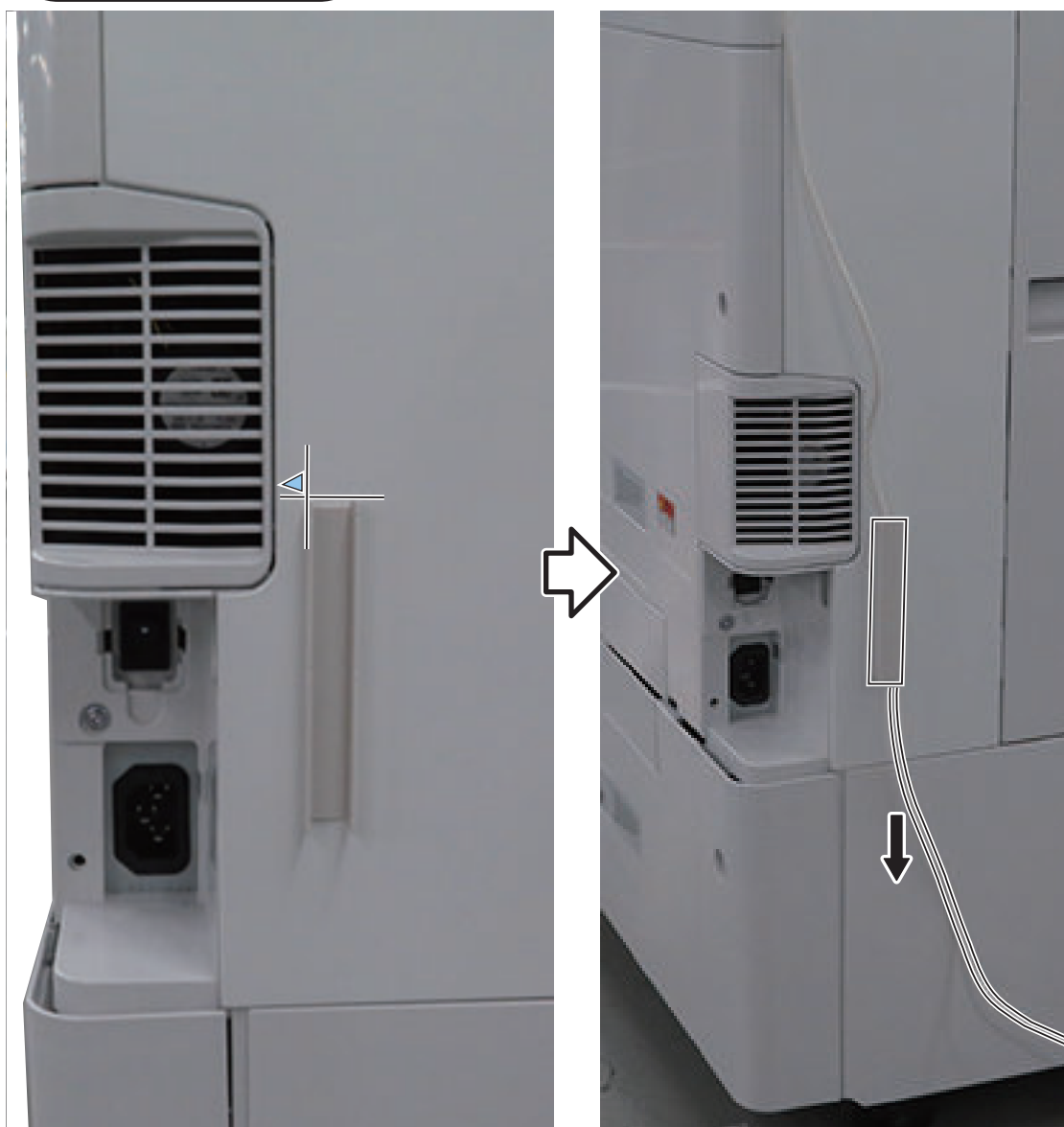
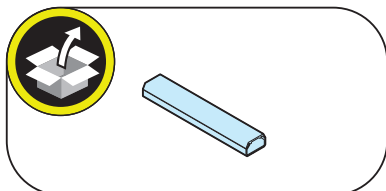
Included for EUR





□  
17.**CAUTION:**

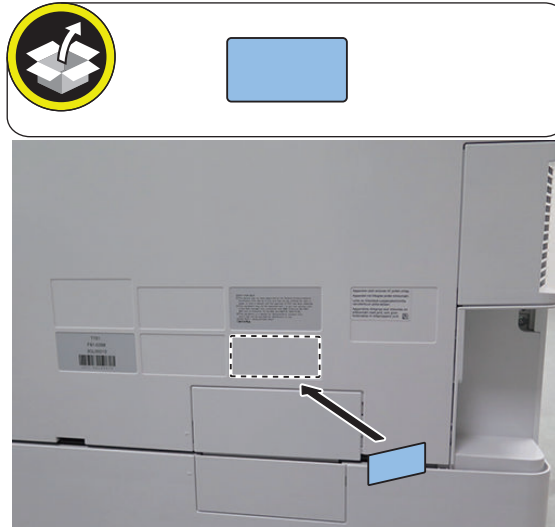
- This step is only available in USA, Canada, Latin America, Korea and Australia.
- If the cord guide is not included, this step is not necessary.
- Do not stick the code guide to the air vent.
- Do not route the telephone cord at the air vent.
- Be sure to pull down the telephone cord to prevent the code from slackening.



18.

**NOTE:**

- This procedure applies to USA, Taiwan and China only.



19. Connect the power plug to the outlet.

20. Turn ON the main power switch.

## Checking the Operation

### ■ Type Setting

- 
1. **Select the country/region of the FAX Board in Service Mode: Set the TYPE of country/region to install this machine, and then press OK.**  
FAX > TYPE > TYPE
  2. **Confirm that service mode parameter below is "0". In the case, parameter is "1", change to "0".**  
COPIER > OPTION > DSPLY-SW > SDTM-DSP

**NOTE:**

To change parameter to "0" makes no show below [Settings/Registration > Preferences > Time/Energy Settings > Auto Shutdown Time] and auto shut down is not available.

3. **Turn OFF/ON the main power switch to enable this setting.**

## ■ Basic Setting

**NOTE:**

- When "System Manager Information Settings" is set, be sure to follow the direction of user administrator in order to log in as an administrator.
- This setting can also be set from the Setup Guide ([Settings/Registration] > [Management Settings] > [License/Other] > [Start Setup Guide]).

In this section, make only minimum settings required for FAX communication.

**1. Set the user telephone number.**

[Settings/Registration] > [Function Settings] > [Send] > [Fax Settings] > [Set Line] > [Line 1] > [Register Unit Telephone Number] > Enter the fax number > [OK]

**2. Set Type of telephone line.**

[Settings/Registration] > [Function Settings] > [Send] > [Fax Settings] > [Set Line] > [Line 1] > [Select Line Type] > Select the line type to connect > [OK]

**3. Turn OFF/ON the main power switch after setting the user telephone numbers and the type of telephone line.**

## ■ FAX Communication Test

Perform the communication test to check if FAX function works Correctly.

**1. Switch the control panel display to [Fax] display.****2. Send the test document from this machine to another machine that can handle the communication test to check that this machine can send the data correctly.****3. Send the test document from the target to this machine to check if the machine can receive the document properly.**



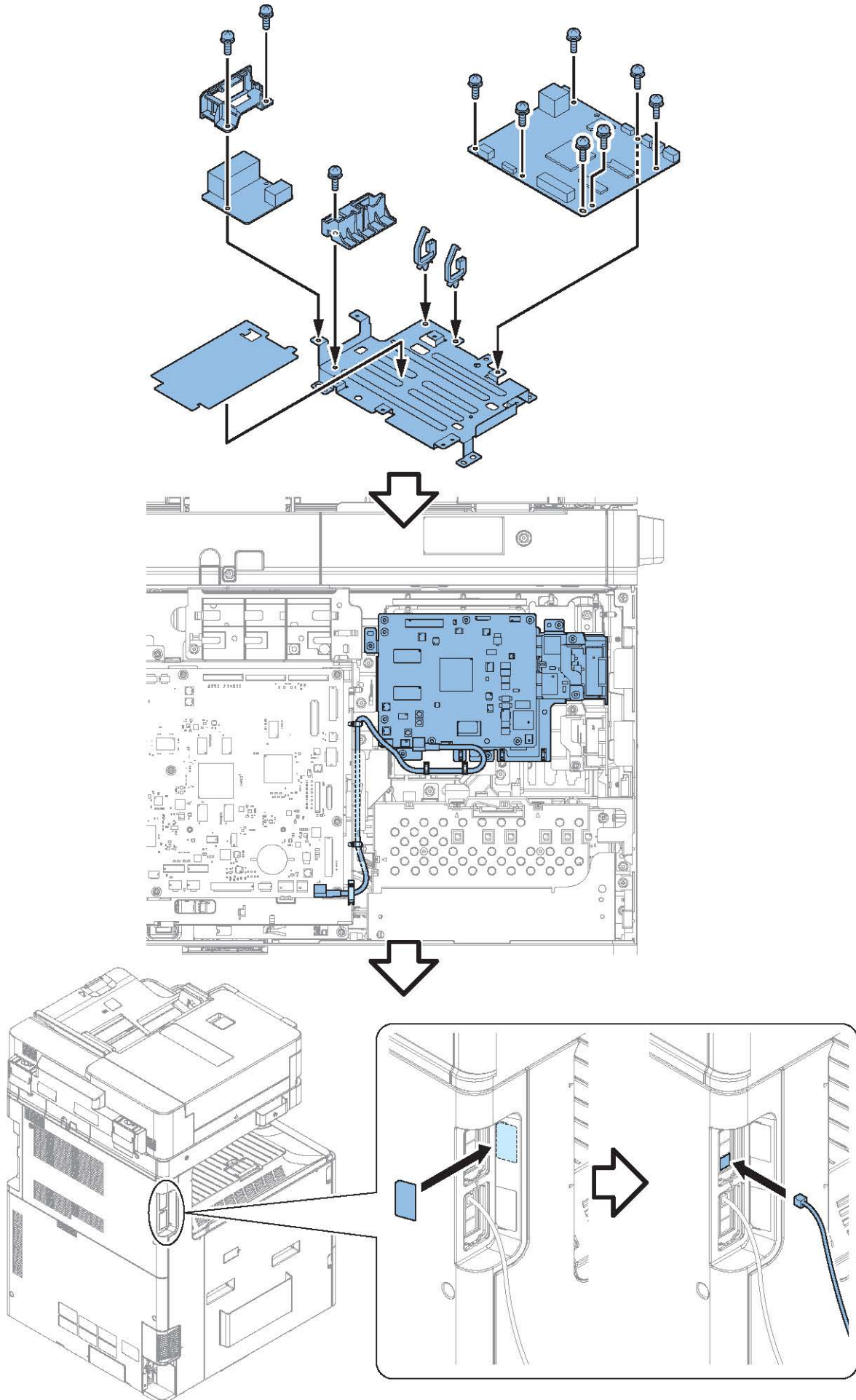
## Super G3 2nd Line Fax Board-BH1

### Product Name


Safety regulations require the product's name to be registered. In some regions where this product is sold, the following name may be registered instead.

- F326905

# Installation Outline Drawing



# Checking the included parts



**Main Components:**

- 1x Main Board
- 1x Handset Base
- 1x Speaker
- 1x Loudspeaker
- 1x Key Pad
- 1x Key Pad
- 1x Line Card
- 1x W Sems; M3x8 (14x)

**Line Card Specifications:**

LINE 4	LINE 3	LINE 2	LINE 1
HAND SET	HAND SET	EXT.	

**Regional Options (dashed box):**

- Only for Europe:**
  - 6 Contact type:** 1x Cable
  - 2 Contact type:** 1x Cable
- Only for Germany:** 1x Connector
- Only for France:** 1x Connector
- Only for U.K:** 1x Connector
- Only for Asia:** 1x Cable, 2x Brackets

**Other Components:**

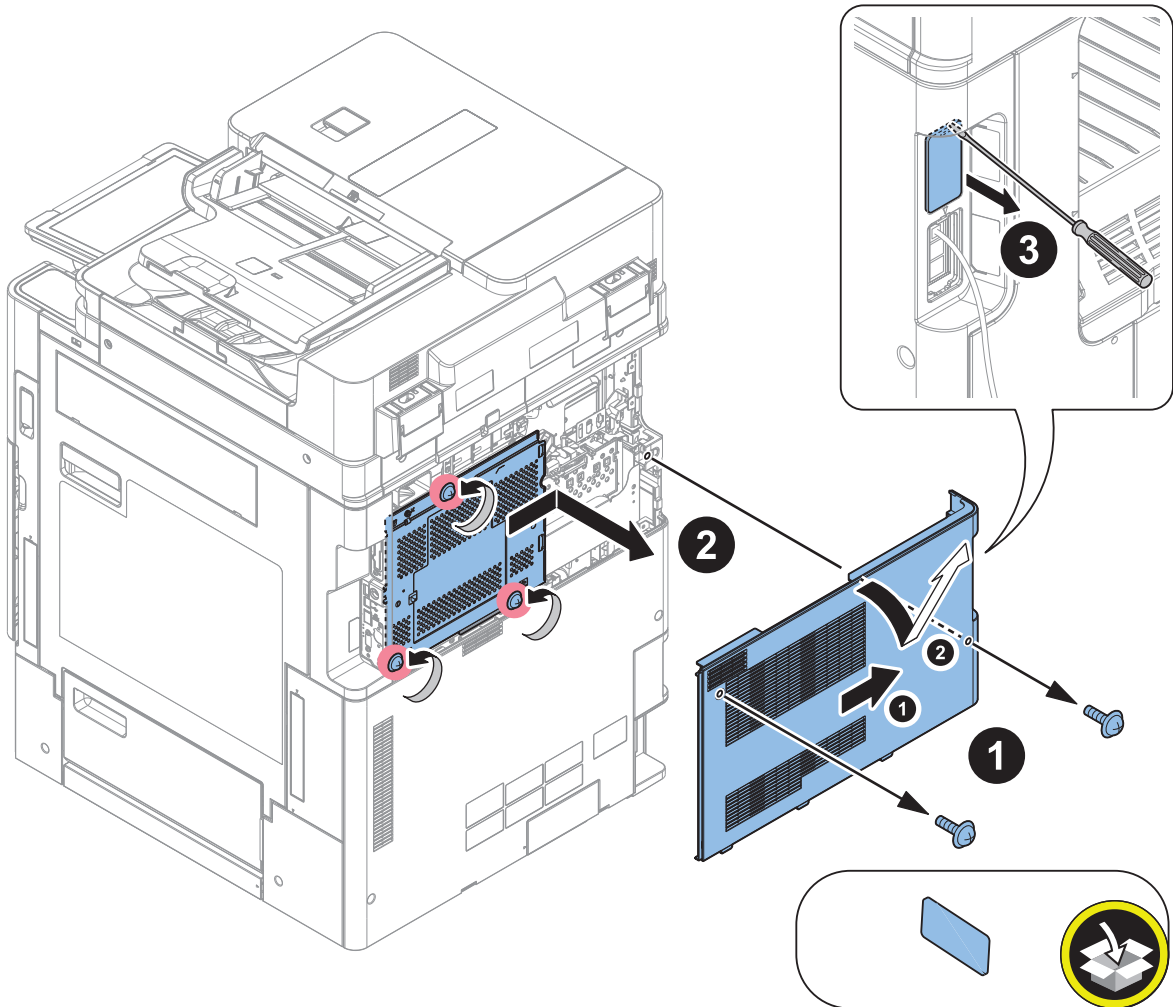
- 1x FAX Approval Label (Only for Taiwan)
- 4x Mounting Brackets (Dimensions: 9.7 mm x 22 mm)

## Installation Procedure

□  
1.

**NOTE:**

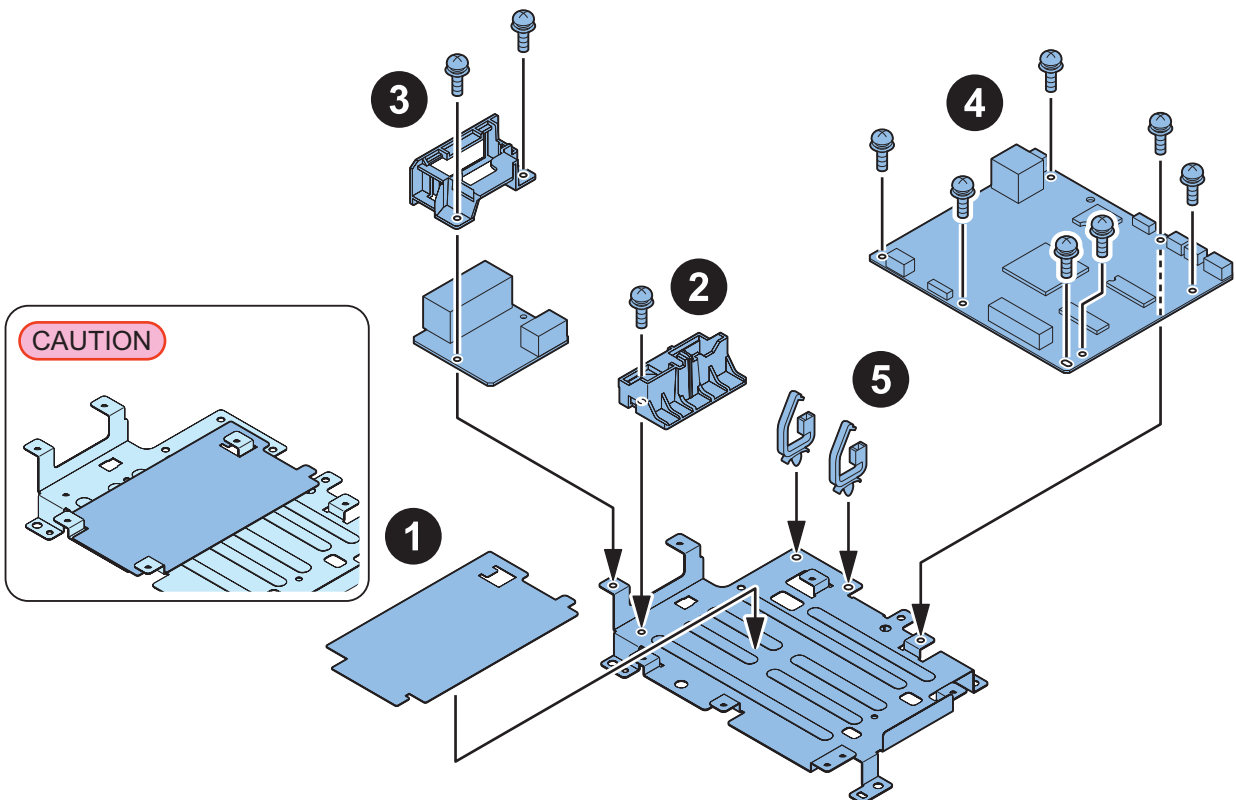
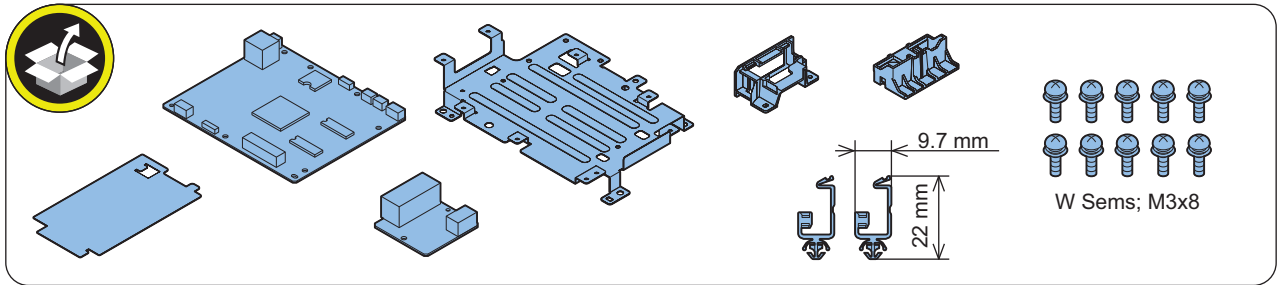
Be sure to remove the telephone code when removing the Rear Cover.



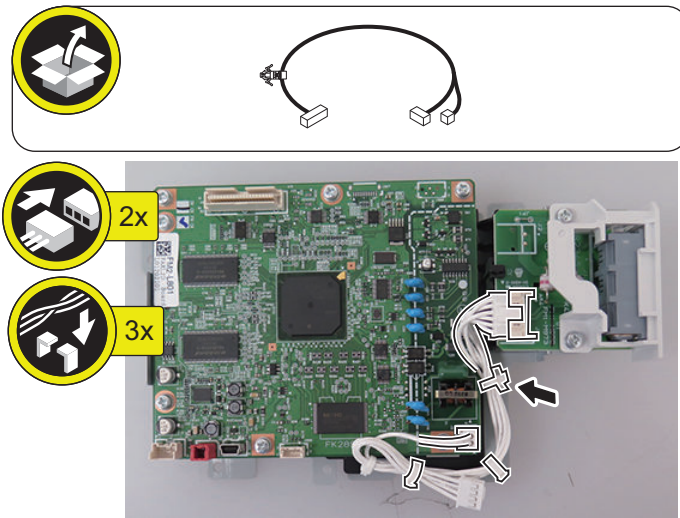
□  
2.

**CAUTION:**

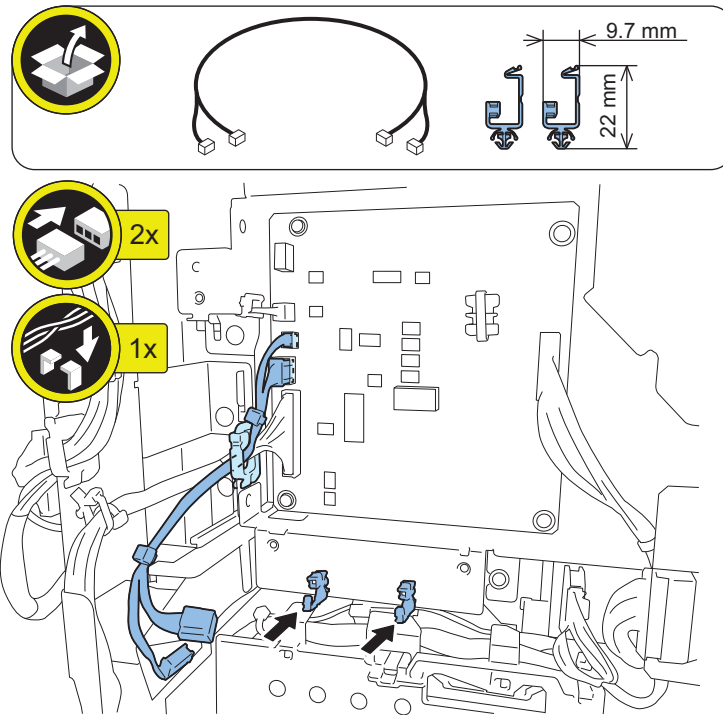
Be sure to install the Insulating sheet in the correct orientation.



□  
**3.**



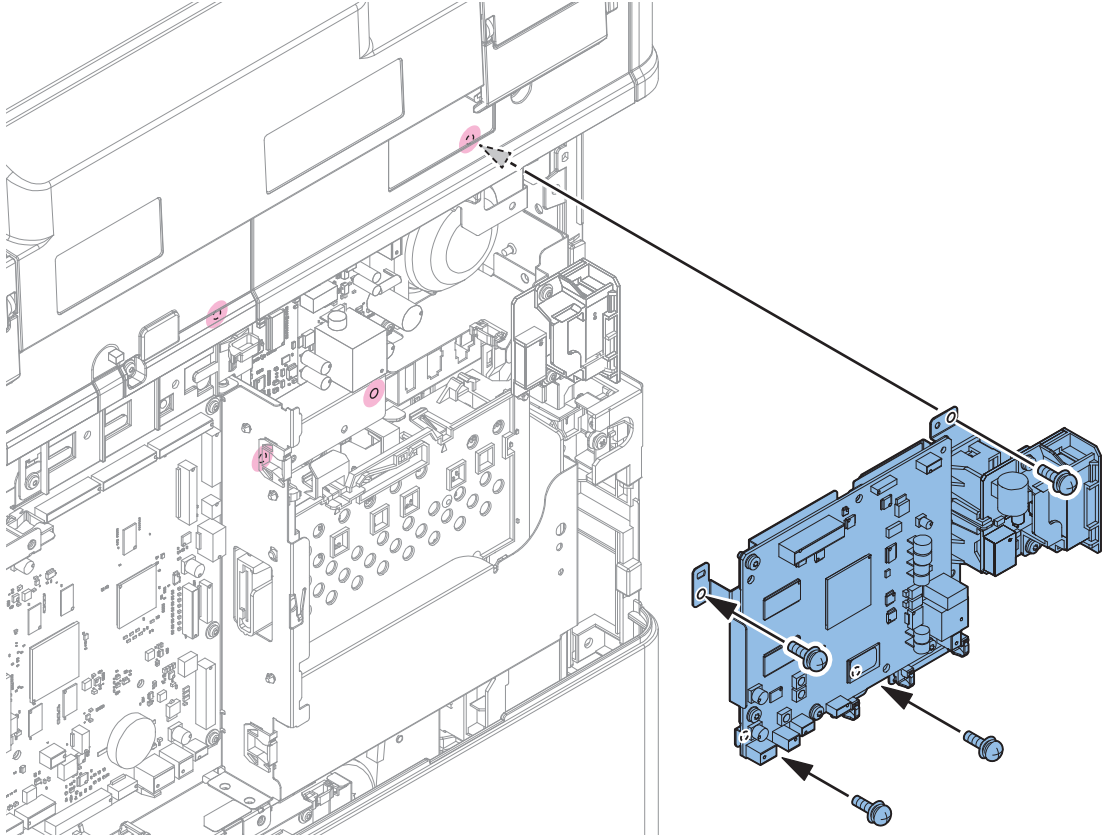
□  
**4.**



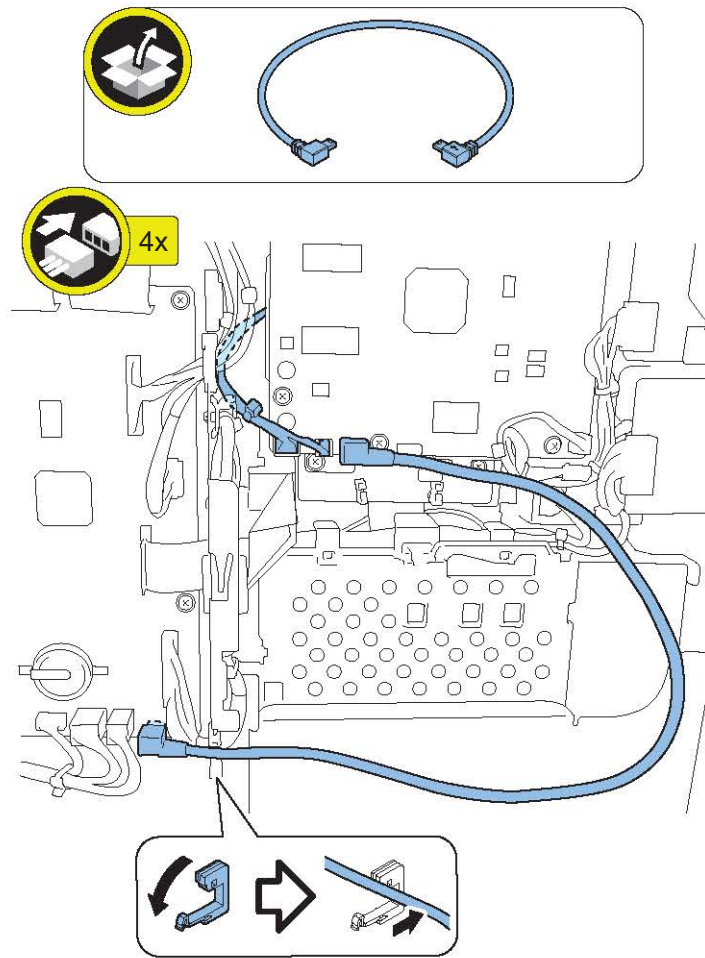
□  
**5.**



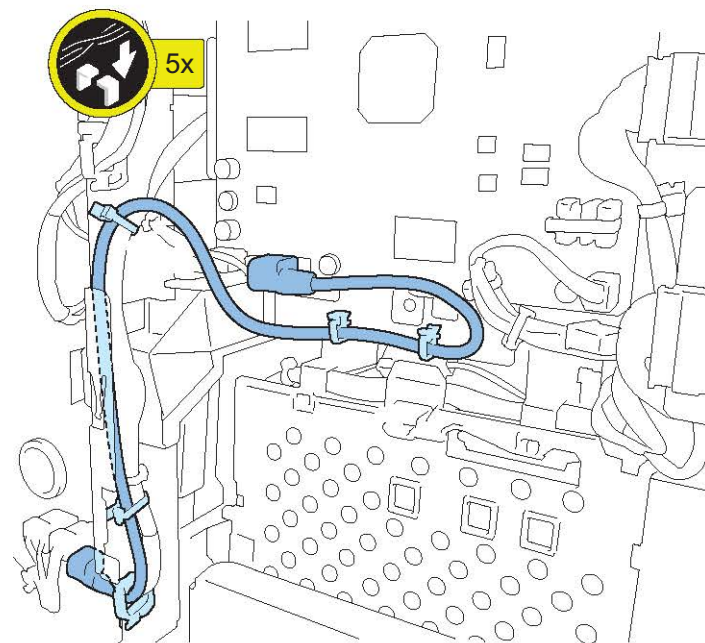
W Sems; M3x8



□  
**6.**



□  
**7.**







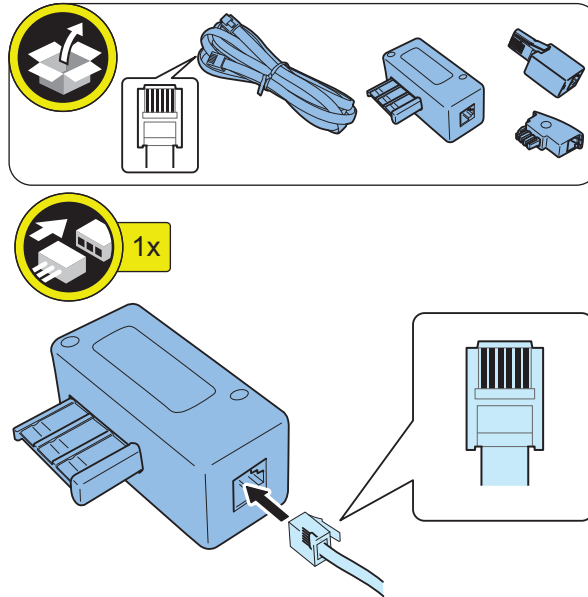
**8.** Install the removed cover and the telephone code.



**9.**

**NOTE:**

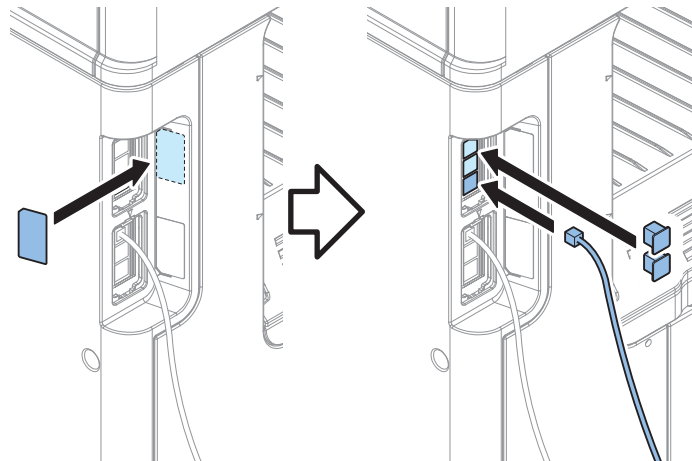
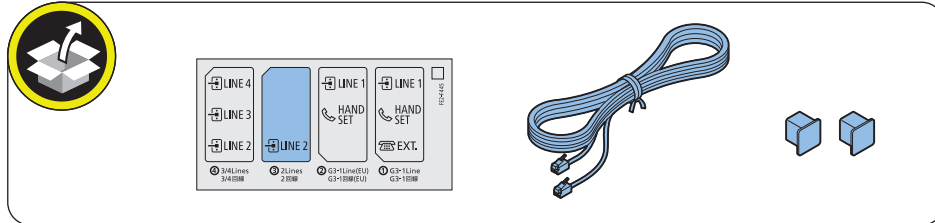
- This procedure applies to Europe only.
- Do not connect the telephone cords (2 core) to PTT plugs.
- PTT plugs are connected to PTT cables (6 core) of the corresponding place/area.



□  
10.

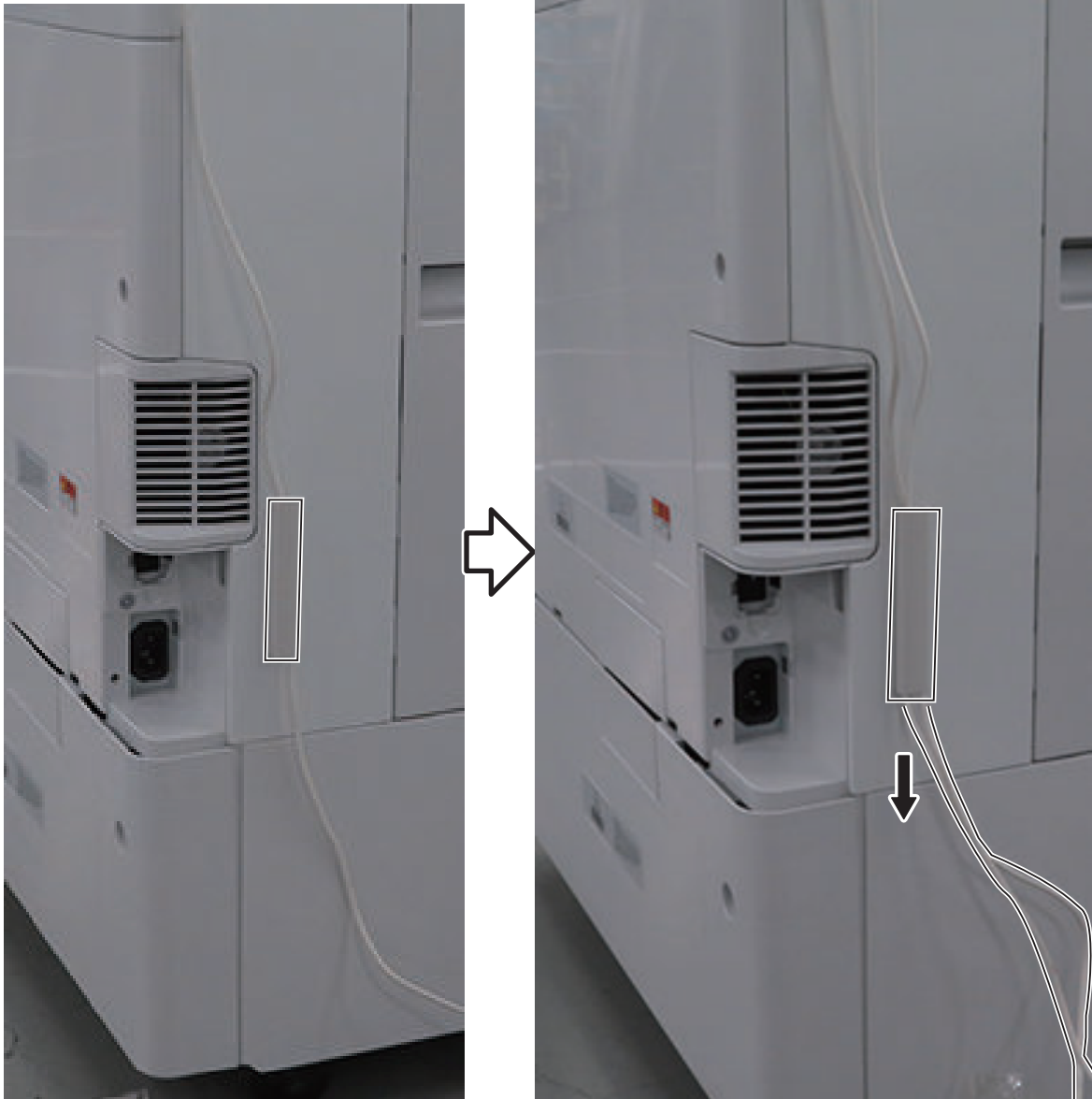
**NOTE:**

Connect the one telephone cord of lines 2 to a line modular jack on the host machine and connect the other to the modular jack on the wall.



□  
11.**CAUTION:**

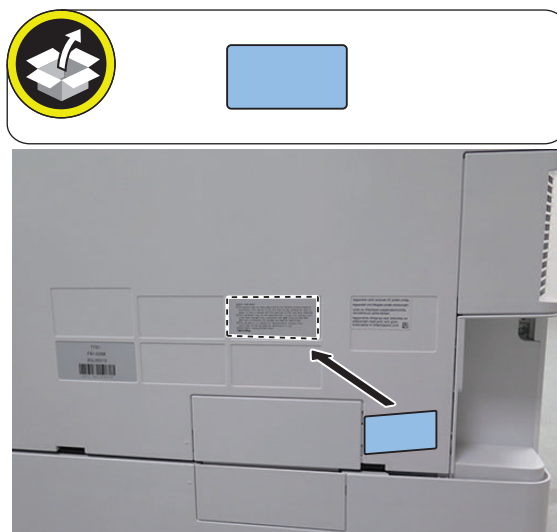
- This procedure applies to USA, Canada, Latin America, Korea and Australia only.
- If the cord guide is attached to the host machine, pass the lines 2 of the telephone cord through the cord guide.
- Do not route the telephone cord at the air vent.
- Be sure to pull down the telephone cord to prevent the cord from slackening.



**12.**

**NOTE:**

This procedure applies to Taiwan only.

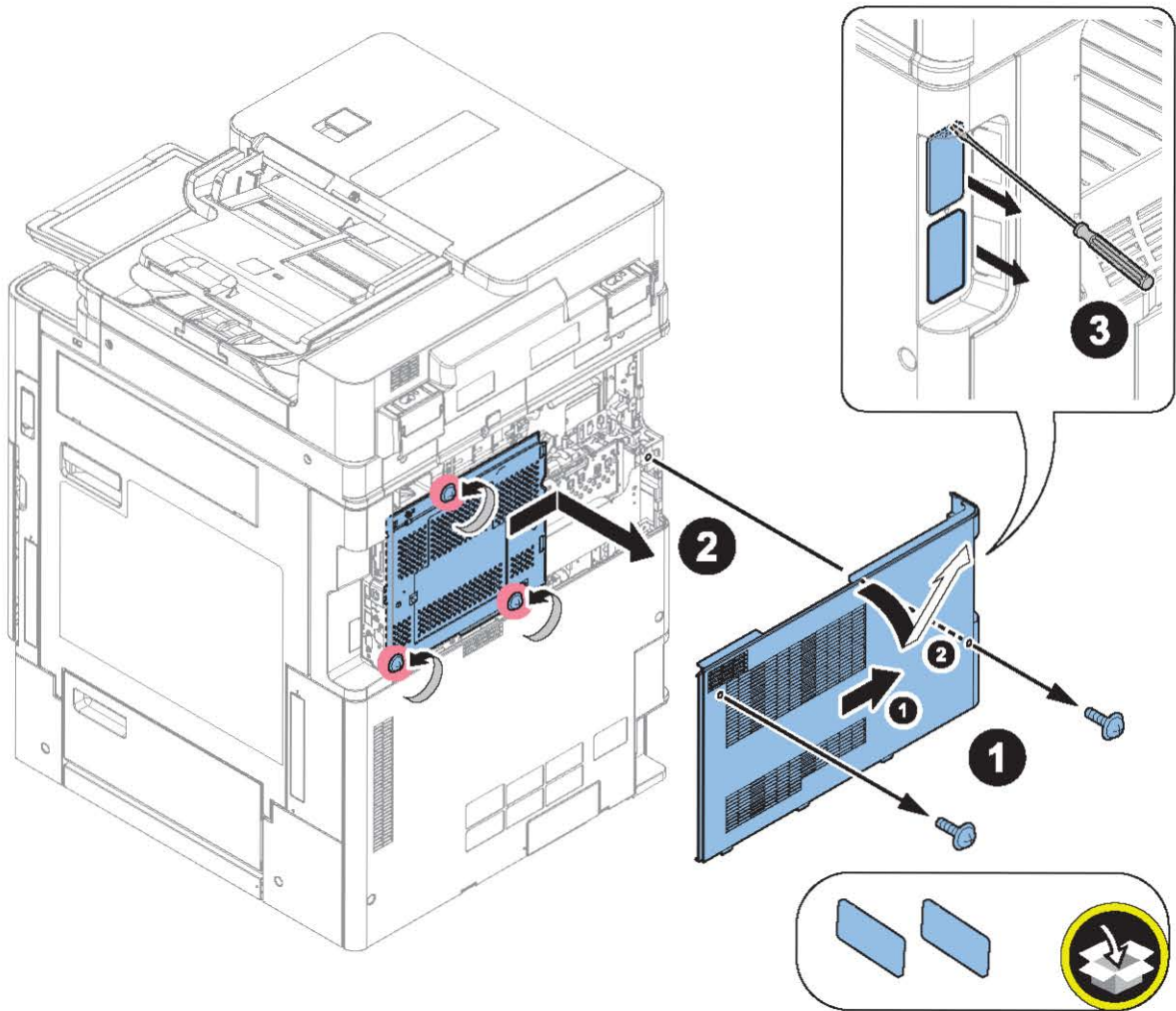


**13.** Connect the power plug to the outlet.

**14.** Turn ON the main power switch.

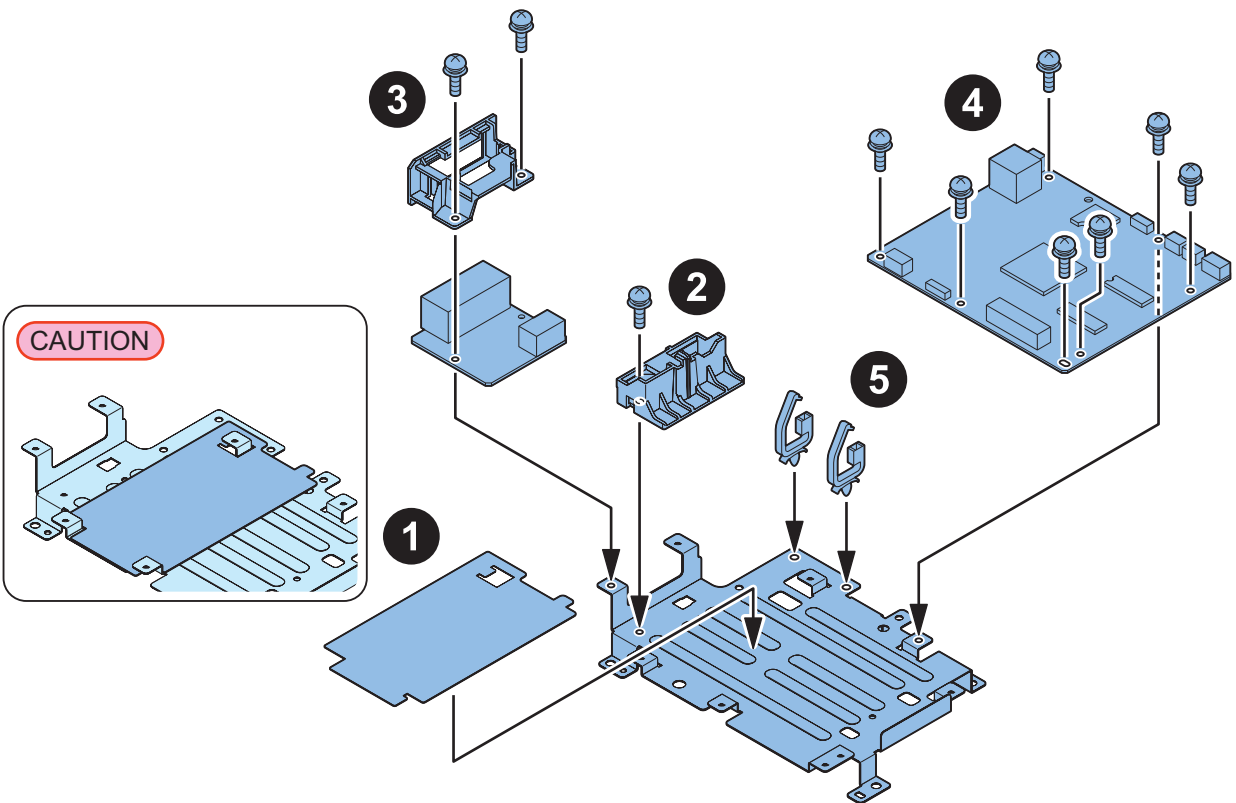
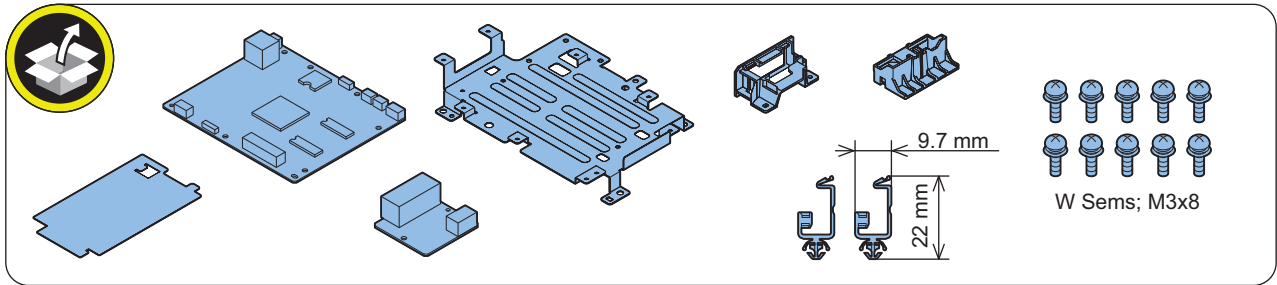
## Line 1 and Line 2 Simultaneous Installation Procedure

□  
**1.**

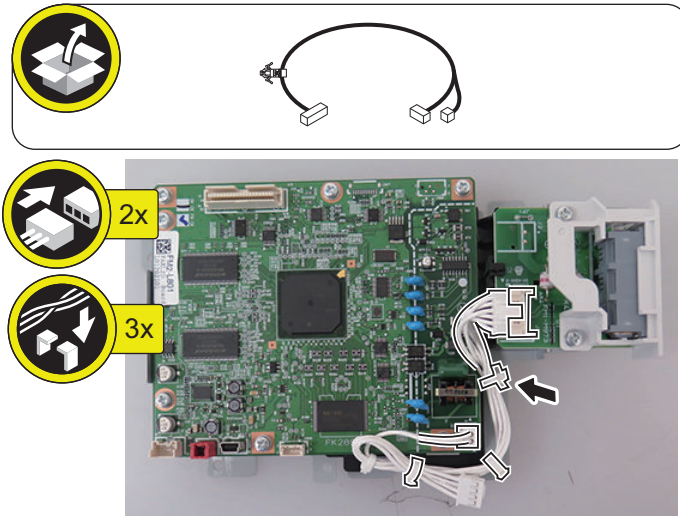


□  
2.

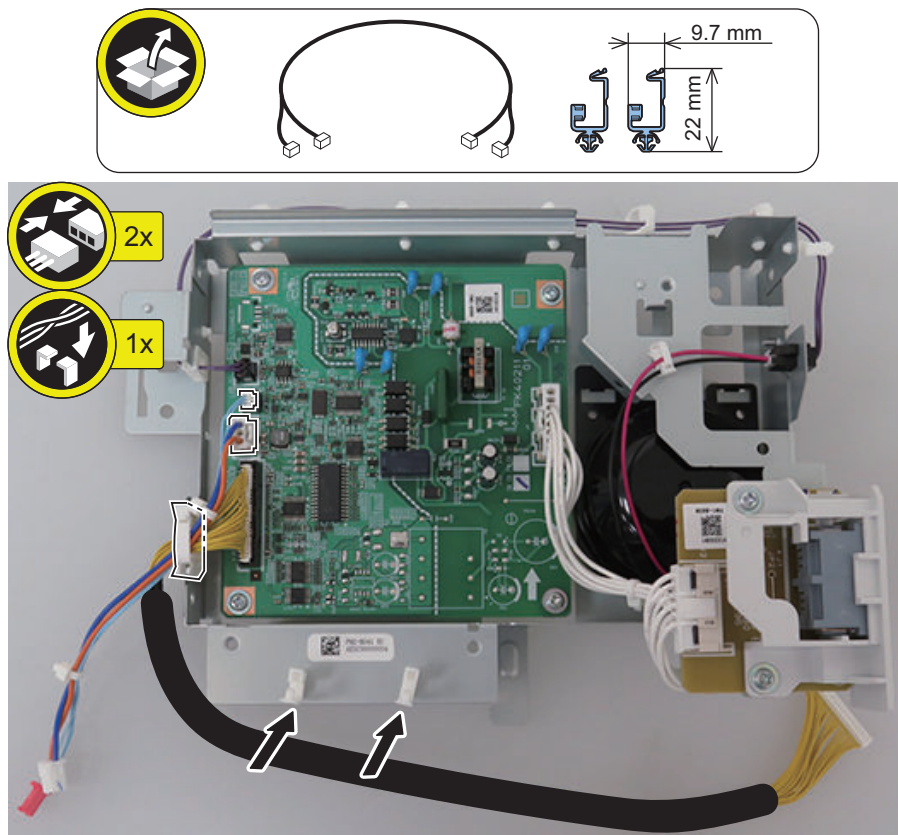
**CAUTION:**  
Be sure to install the Insulating sheet in the correct orientation.



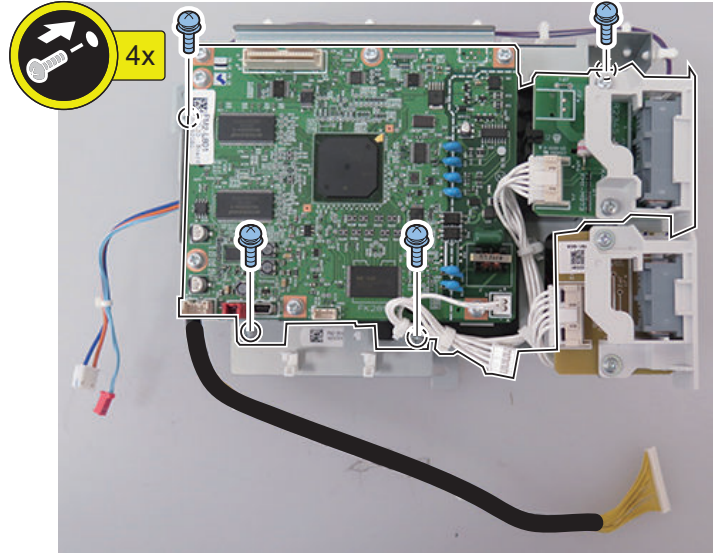
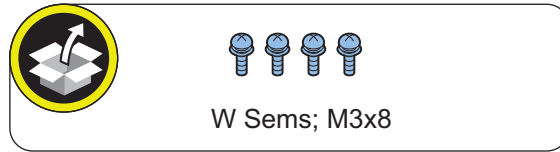
□  
**3.**



□  
**4.**





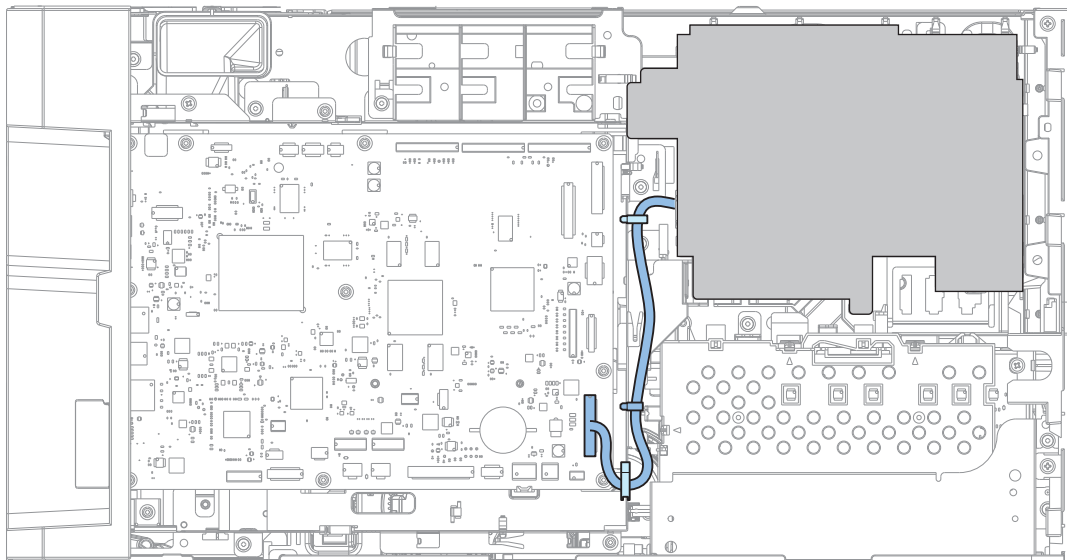
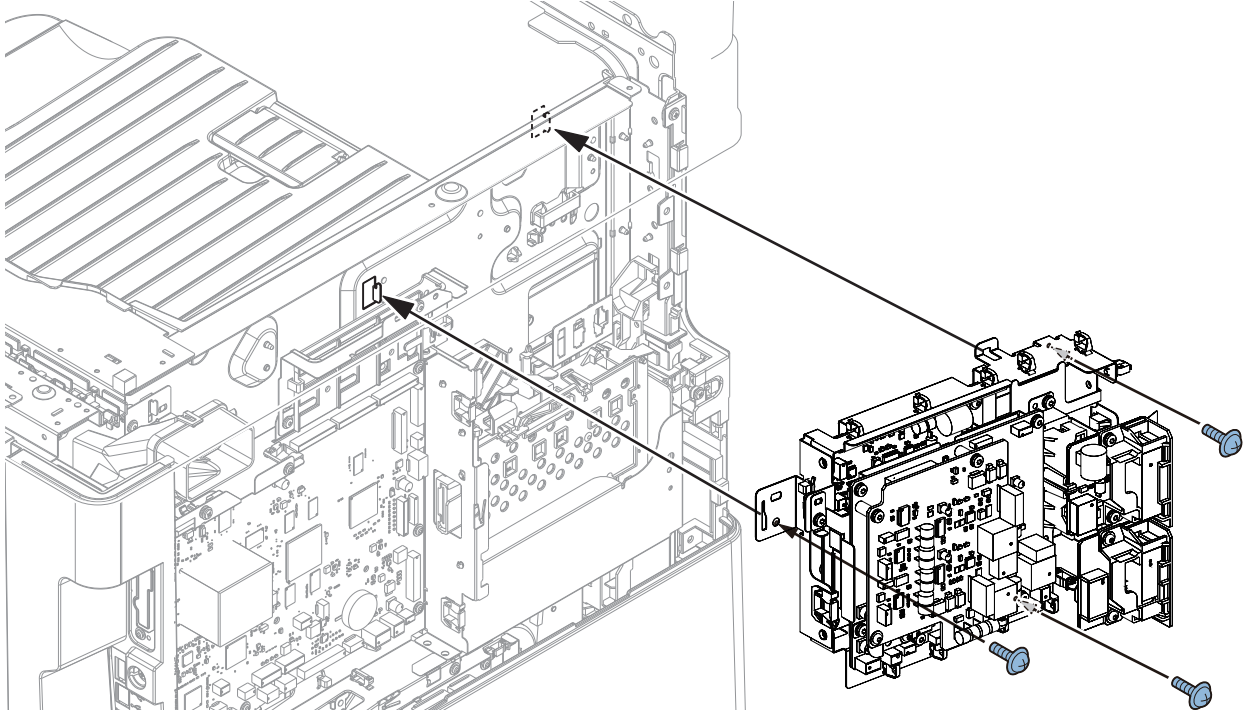
□  
**5.**



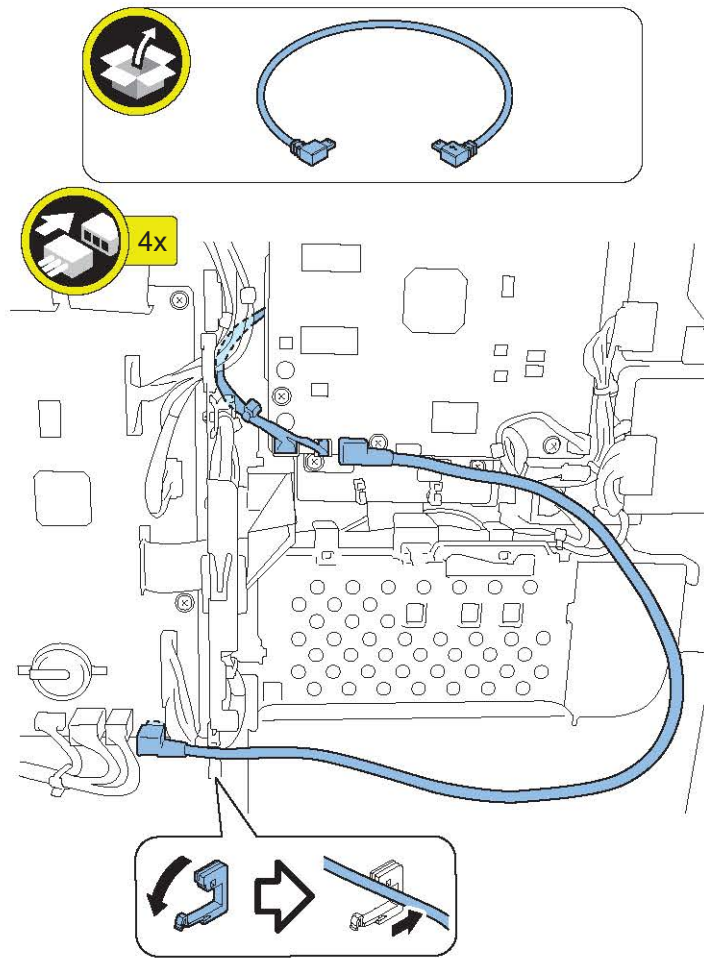


□  
6.

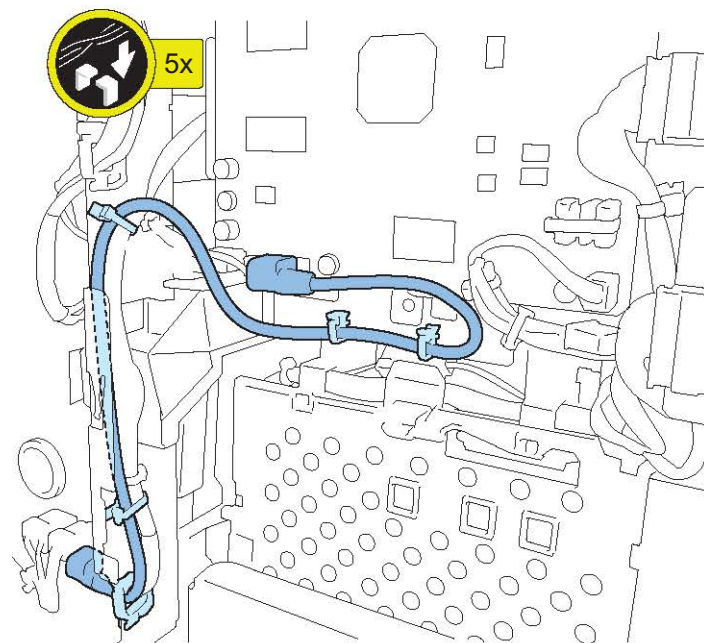
   
D Tightening; M3x8  
3x



□  
7.



□  
8.





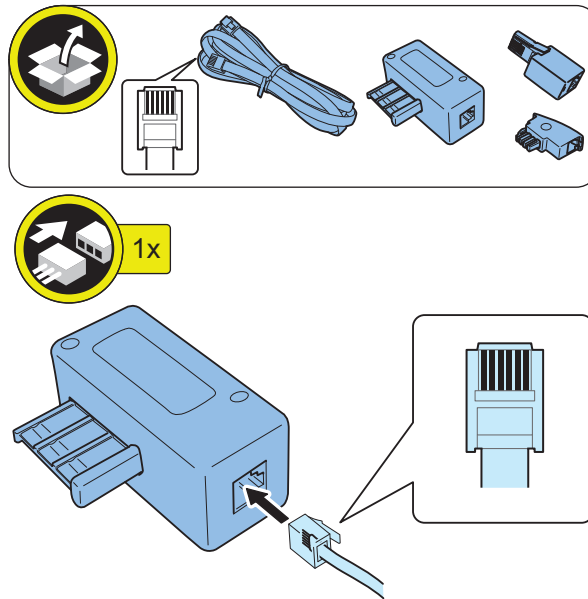
**9.** Install the removed cover.



**10.**

**NOTE:**

- This procedure applies to Europe only.
- Do not connect the telephone cords (2 core) to PTT plugs.
- PTT plugs are connected to PTT cables (6 core) of the corresponding place/area.



□  
11.

**NOTE:**

Connect the line 1 telephone cord to a line modular jack on the host machine and connect the other to the modular jack on the wall.

The diagram illustrates the telephone cord options for different regions and contact types. It includes a yellow circular icon with a white arrow pointing up and to the right, indicating a note or important information.

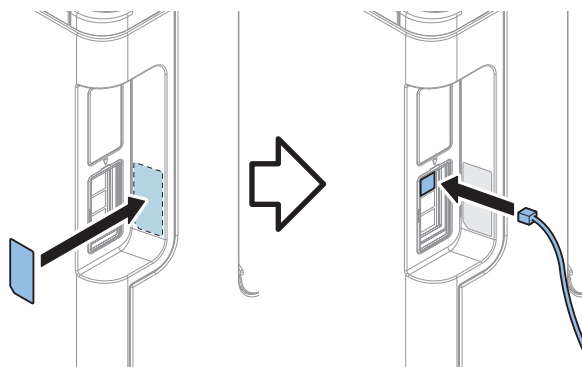
**Excluding EUR**

- 2 Contact type: A blue cord with a 2-contact modular jack connector.
- Only for Asia: A blue cord with a 2-contact modular jack connector and a specific connector for the host machine.
- 6 Contact type: A blue cord with a 6-contact modular jack connector.

**Included for EUR**

- LINE 4, LINE 3, LINE 2: Cords with 4, 3, and 2 contacts respectively.
- LINE 1 HAND SET: A cord with a handset icon and a 1-contact connector.
- LINE 1 HAND SET EXT.: A cord with a handset icon, an extension icon, and a 1-contact connector.

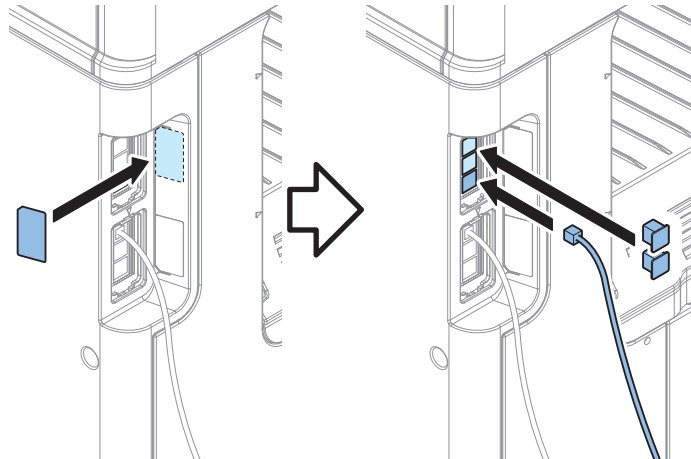
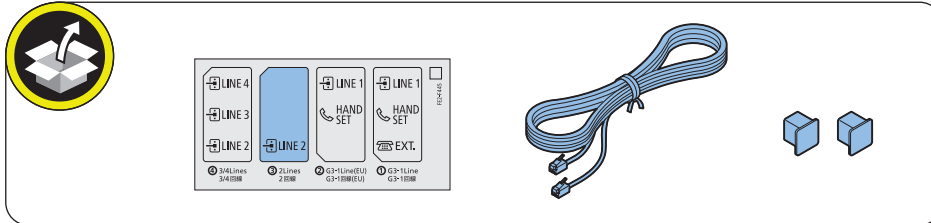
Small text at the bottom of the EUR section: ① 3/4 Lines 3/4-1200R, ② 2 Lines 2/200R, ③ 1-Line (EU) 1/1-1200R (1/1), ④ 1-Line 1/1-1200R



□  
12.

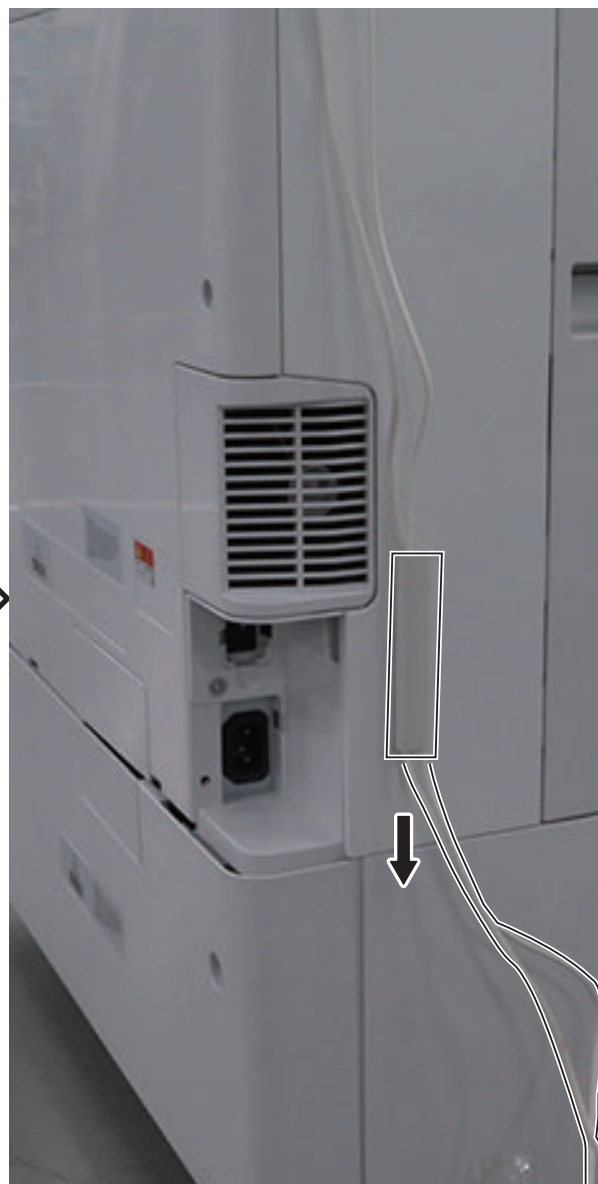
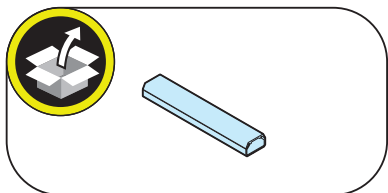
**NOTE:**

Connect the one telephone cord of lines 2 to a line modular jack on the host machine and connect the other to the modular jack on the wall.



□  
13.**CAUTION:**

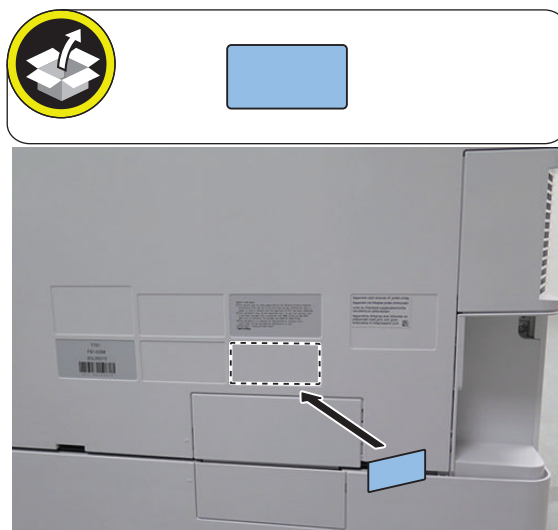
- This procedure applies to USA, Canada, Latin America, Korea and Australia only.
- If a code guide is not included in the package of the Super G3 fax board, this step is not required.
- Do not stick the code guide to the air vent.
- Do not route the telephone cord at the air vent.
- Be sure to pull down the telephone cord to prevent the code from slackening.



**14.**

**NOTE:**

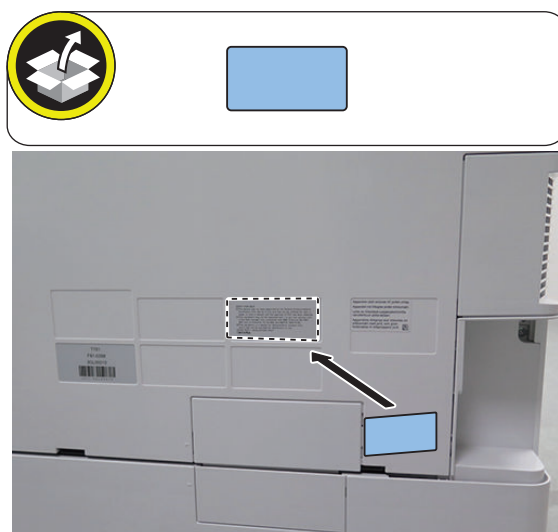
Parts come with the line 1 :This procedure is for USA, Taiwan and China only.



**15.**

**NOTE:**

Parts come with the line 2 :This procedure applies to Taiwan only.



**16.** Connect the power plug to the outlet.

**17.** Turn ON the main power switch.

## Checking the Operation

### ■ Type Setting

Select the country/region of the FAX Board in Service Mode: FAX > Type > TYPE

This setting performs the parameter settings to match the communication specification of the country/region.



1. **From the following service mode, set the TYPE of country/region to install this machine, and then press OK.**  
FAX > TYPE > TYPE
2. **Confirm that service mode parameter below is "0". In the case, parameter is "1", change to "0".**  
COPIER > OPTION > DSPLY-SW > SDTM-DSP

#### NOTE:

To change parameter to "0" makes no show below [Settings/Registration > Preferences > Time/Energy Settings > Auto Shutdown Time] and auto shut down is not available.

3. **Turn OFF/ON the main power switch to enable this setting.**

### ■ Basic Settings

#### NOTE:

When "System Manager Information Settings" is set, be sure to follow the direction of user administrator in order to log in as an administrator.

In this section, make only minimum settings required for FAX communication.



1. **Set the user telephone number.**  
[Settings/Registration] > [Function Settings] > [Send] > [Fax Settings] > [Set Line] > [Line 2] > [Register Unit Telephone Number] > Enter FAX number > [OK]
2. **Set the type of telephone line.**  
[Settings/Registration] > [Function Settings] > [Send] > [Fax Settings] > [Set Line] > [Line 2] > [Select Line Type] > Select the line type to connect > [OK]
3. **Turn OFF/ON the main power switch after setting the user telephone numbers and the type of telephone line.**

### ■ FAX Communication Test

Perform communication test to check if FAX function works correctly.



1. **Switch the control panel display to Fax display.**
2. **Select the sending line.**  
Press [Fax] > [Options] > [Select Line], select the added line, then press [OK] button.
3. **Send and receive a test original between the equipment and a remote unit with which a communication test can be performed and check if it can be sent and receive correctly.**
  1. Press [Status Monitor/Cancel] > [Send] > [Job Log] and select [Fax] from pull down menu.
  2. Press [Fax Activity Report] > [OutPut Normally] > [Start Printing].
  3. The number printed following colon (:) in "COMM.MODE" field on FAX ACTIVITY REPORT TX/RX shows line type used for sending/receiving.  
E.g. "ECM:2" => Line 2



**NOTE:**

If E744-5000 error code (Fax software version mismatch error) occurred while sending or receiving fax, upgrade the firmware of 2-line Fax to the latest version.

# Protection Profile for Hardcopy Devices Adaptive Installation Procedure

## Installation Overview

Following description is a setting procedure in order to match IT security requirements "Protection Profile for Hardcopy Devices" of MFP machine for Canon imageRUNNER ADVANCE DX C3800 series product.

- This setting procedure is a work procedure to carry out when this product is provided to a customer who specially wishes to use "Protection Profile for Hardcopy Devices" in the state at the time of CC certification (HCD-PP) evaluation (firmware).
- "Canon imageRUNNER ADVANCE DX C3800 series" is described as the targeted product in this setting procedure. Detailed targeted product is shown in the "imageRUNNER ADVANCE DX C3800 series is a necessary product to provide in the state at the time of CC certification (HCD-PP) evaluation."
- Confirm the contents of administrator and "Version and confirm structure" when this product is provided.
- After completing this setting procedure, setting change to match with "Protection Profile for Hardcopy Devices" is explained in the attached "Administrator guide" and can be done by the administrator according to the user environment.

### ■ imageRUNNER ADVANCE DX C3800 Series is a necessary product to provide in the state at the time of CC certification (HCD-PP) evaluation.

- Canon imageRUNNER ADVANCE DX C3800 Series Host Machine  
iR-ADV C38935KG / C38930KG / C38926KG / C38922KG / C3835i / C3835 / C3830i / C3830 / C3826i / C3826 / C3822i / C3822
- Super G3 FAX Board-BH1

Check visually if there is any traces of changing parts or falsification for the above hardware.

- PS Printer Kit-BJ1 (if it is not standard-equipped)
- PCL Printer Kit-CD1 (if it is not standard-equipped)

### ■ 1. Installing the Hardware

- Installing the Host Machine  
Installing the Host Machine (Refer to imageRUNNER ADVANCE DX C3800 Series Installation manual.)
- Super G3 FAX Board-BH1 (Refer to Super G3 FAX Board-BH1 Installation manual.)

### ■ 2. Installing the System during CC certification(HCD-PP) evaluation

#### 1. Install the certification evaluated version of the firmware by following the procedure

"Refer to the system service manual for imageRUNNER ADVANCE V3.12 in firmware management"

Evaluated firm version when CC certification of "Protection Profile for Hardcopy Devices" for Canon imageRUNNER ADVANCE DX C3800 series is obtained is V6.28.

**CAUTION:**

The device is reset to the initial state with the CC certification firmware installed and information set to the device is initialized.



## 2. Execute initialization of HDD and setting values.

1. Set to prepare for initialization of HDD.
  - COPIER > FUNCTION > SYSTEM > CHK-TYPE:"0" (Specifies all partitions)
  - COPIER > FUNCTION > SYSTEM > HD-CLEAR:"1"

\* The HDD formatting is executed when the next step of "Delete setting values" is implemented.
2. Delete setting values.
  - COPIER > FUNCTION > CLEAR > MN-CON

\* Press the "OK" button to restart the device and delete setting values and format the HDD.

\* If executed immediately after the firmware installation, it may take several minutes to restart.
3. If the instruction appears on the screen during the restart, follow the instruction on the screen to turn OFF and then ON the main power switch.

## ■ 3. License Certification

Enable all the following licenses.

- PS Printer Kit-BJ1 (if it is not standard-equipped)
- PCL Printer Kit-CD1 (if it is not standard-equipped)

In order to activate the license, follow the instructions showing on the screen to cycle the power of the host machine.

## ■ 4. Prohibit the web browser display function from Prohibition for the function which is not evaluated



### 1. Prohibition setting for Web browser function

Prohibit the web browser display function from Service Mode.

- In COPIER > OPTION > FNC-SW > PSWD-SW (Level 2), change the value from "1" to "0".

## ■ 5. Settings for service mode password



### 1. Specify the type of password to be used when getting into service mode.

In COPIER > OPTION > FNC-SW > PSWD-SW, change the value from "0" to "2".



### 2. Set the password for service engineers to enter when getting into service mode.

COPIER > OPTION > FNC-SW > SM-PSWD (Level 2)

Setting range:1 to 99999999

**CAUTION:**

- The password for service technicians should be managed by the service technician in a responsible manner.
- Be sure to request user administrator to manage the System Manager PIN.

**3. Enter service mode, and check that the new password is valid.**

In order to enter service mode, System Manager ID and System Manager PIN need to be entered.

**NOTE:**

The type of password and the password for service engineers settings may be initialized as a result of a service work. In that case, set the type of password and the password for service engineers again.

**■ 6. Checking the Version and Configuration****1. Check that the following version matches with the version described in the version when CC certification.** <Controller version>

628.XXXX.xxx \*

\* "XXXX" differs depending on your system environment.

**2. Counter check screen > Device configuration check.**

Check that the following options are displayed.

Super G3 FAX Board-BH

PCL

PS

**■ Information to be provided to the customer upon delivery of the host machine****● Inform that this host machine has obtained CC certification under HCDPP standard.**

This host machine was installed according to the configuration evaluated and certified by CC certification.

This host machine is a CC-certified MFP host machine of Canon imageRUNNER DX C38xx with FAX & PDL.

\* Please inform the model name purchased such as C3835i/C3822.

\* With FAX & PDL indicates that both the fax function and the PCL and PS functions can be used, and this is an evaluated and certified configuration.

If a newer version of the firmware is installed rather than the CC certified version, add as follow:

“However, strictly speaking, this is different from the state, CC certification was acquired, since the operation is run with newer firmware than when certification was acquired.

Please be aware that this is to improve functionality and operational stability.”

**● Provide how to obtain and configure guidance**

When CC certification is obtained, the user mode setting is changed to satisfy the standard of the security function.

Inform that the user mode changes are described in the administrator's guide.

“User mode settings are described in this manual to meet the security features of HCDPP standard.

imageRUNNER ADVANCE DX C3800 series

Protection Profile for Hardcopy Devices adaptive

Security Settings Administrator Guide

This document can be downloaded from our company documentation publishing website “<https://oip.manual.canon/>”.

Inform that setting is performed by the device administrator since it is related to the security setting due to HCDPP standard.

Inform that setting change is performed by the device administrator since it is related to the security setting due to HCDPP standard.

Refer to [Set this host machine available for HCD PP] in the downloaded Administrator's Guide.”

\* If the service operator is given the administrative rights temporarily by the device administrator, setting is available as an administrator.

**● Points to Note for Servicing Work after Setting**

Service person's operations are partially restricted after setting. Inform that there will be a request to lift the restrictions in the future service work.

“Once administrator guide is set, some service operations are restricted.

Please support in case of the partial setting change or additional ID input during service work.

- Releasing Setting Registration - Device Management - Restrict Services Operations
- Releasing Settings/Registration- Device Management- Restrict Special Mode Operations

- Input "System Manager ID" " System Manager PIN" when transferring to the service mode.

After the service person's work, be sure to change back the settings for Restrict Services Operations and Restrict Special Mode Operations, and also be sure to check if the setting in the administration guide is changed or not."

## ■ Points to Note at Servicing Work

- After setting the above, the operation restriction and the special mode use restriction for the service in charge become effective, hence, request the administrator about the user mode change as needed when the maintenance time.
- Ask the administrator to enter "System Manager ID - System Manager PIN" when entering to the service mode. When entering or leaving the service mode frequently during work, with the permission of the administrator, temporarily release the mode (items set in 5-1) of the service mode password and work, and be sure to return the setting after work.
- After the maintenance, inform the administrator of changing back the operation restriction and the special mode use restriction for the service in charge and also checking if the setting in the administration guide is changed or not.

## ■ Tasks that may be required at a later date

<< Clear Disk Encryption Key>>

Assumed Implementation Case)

- This is intended to be implemented at the request of an administrator concerned about the leakage of remaining data in the SSD when the host machine is leased back or disposed of, or when there is an organization change or layout change.

Function and Effect)

- This function satisfies the key destruction requirements required by HCDPP.
- Clear the Encryption key used in the disk encryption chip and generate a new key.
- SSD of the host machine is initialized in order to access with the new key and the saved settings and data are deleted.
- After implementation, it starts with the main machine settings initialized.

Caution)

- This task is prosecuted by the administrator's request.
- Get the administrator's consent about the data stored in the SSD of the host machine will be erased.
- Do not specify this operation together with the user mode "Initialization of all settings and data".
- This process takes about one hour on a standard SSD.

Procedure to Clear Disk Encryption Key)

SM) COPIER > FUNCTION > CLEAR > KEY-HCD (Level 2)

By restarting the host machine after setting, the key is cleared, a new key is generated, and the SSD of the host machine is initialized.

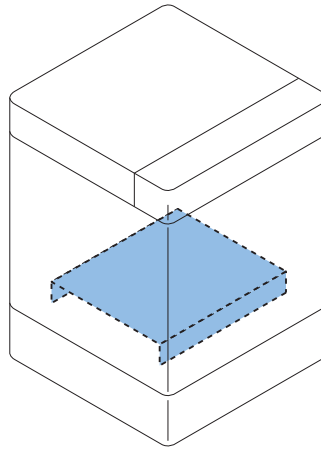


# Paper Feed Options

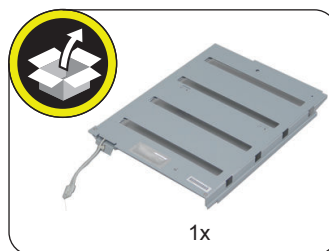
Main Body Heater Unit - A2.....	351
Media Adjustment kit-A1.....	356
Cassette Heater Unit-42.....	363
Cassette Feeding Unit-AW1.....	372

## Main Body Heater Unit - A2

### Installation Outline Drawing



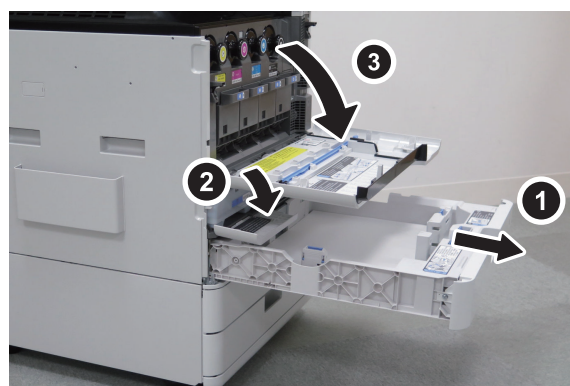
### Checking the Contents



### Installation Procedure

□

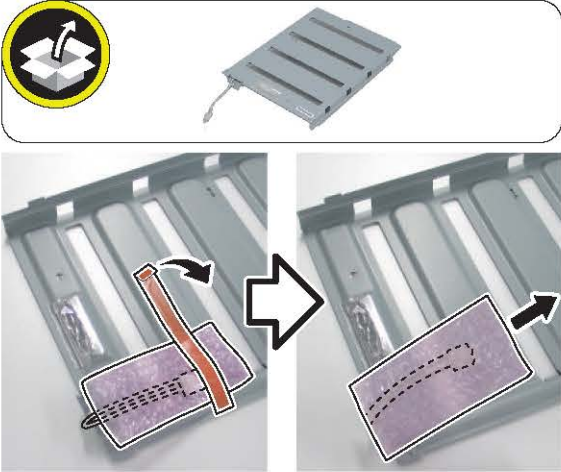
**1.**



□  
**2.**



□  
**3.**

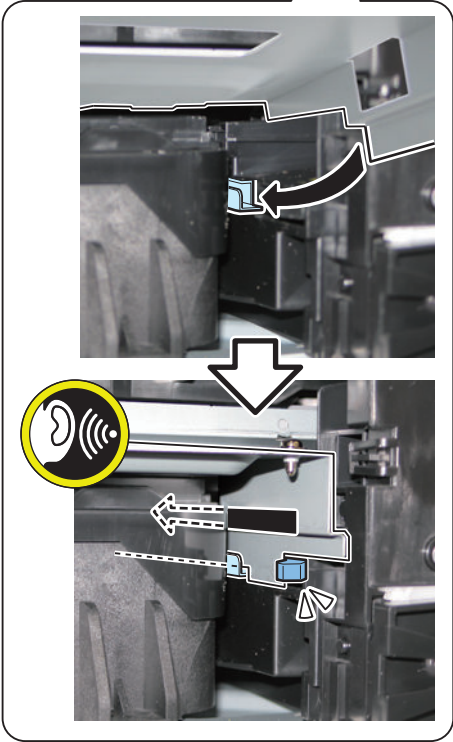
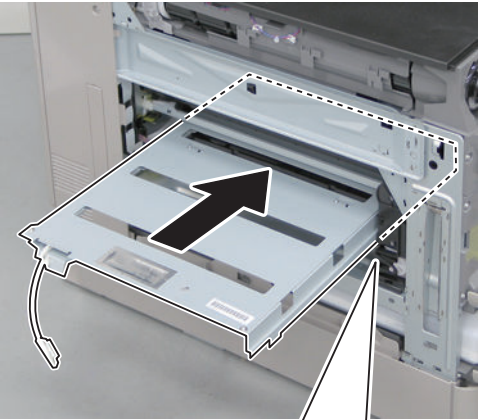




□  
**4.**

**NOTE:**

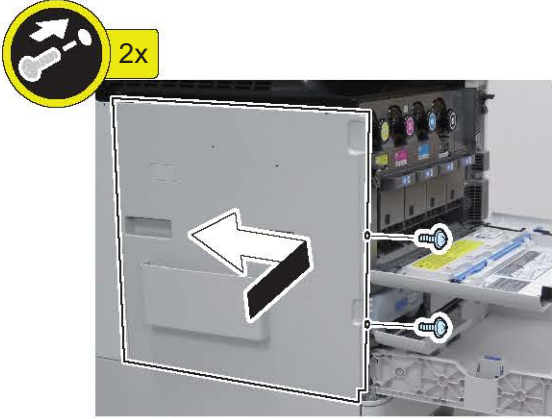
Place the main body heater along the rail and push it in until it clicks after passing through the protruding part.



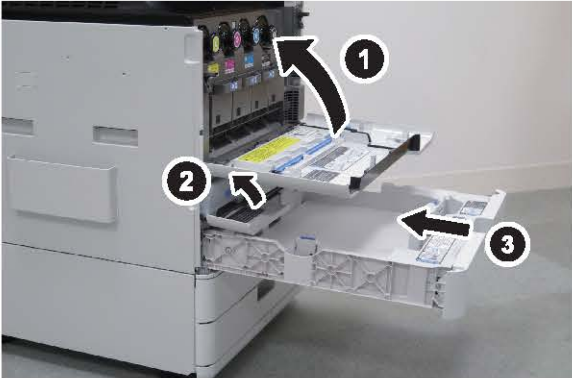
□  
**5.**



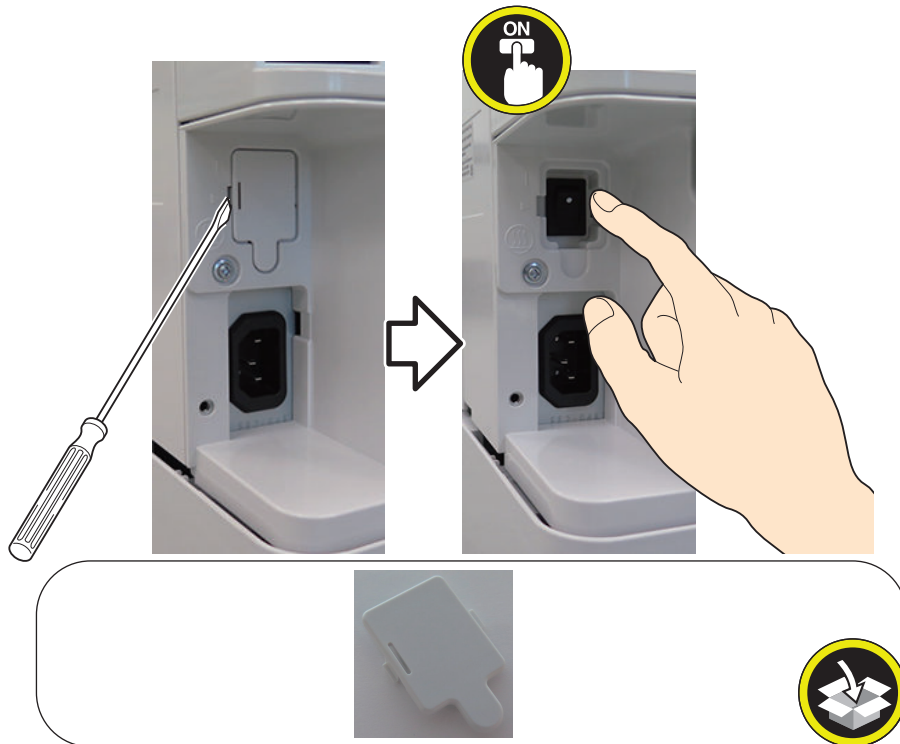
□  
**6.**



□  
**7.**



**8.**



**9.** Connect the power plug of the host machine to the outlet.

**10.** Turn ON the Main Power Switch.

## Media Adjustment kit-A1

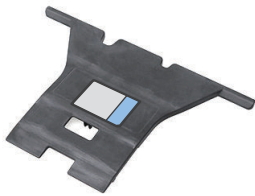
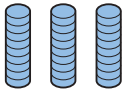
### Points to Note when Installing

- Use paper whose weight is 60 to 300 g/m<sup>2</sup> at pickup from the Multi-purpose Tray.
- Do not close the Multi-purpose Tray Pickup Tray Assembly while the Media Adjustment Kit is installed.
- When using the Media Adjustment Kit, do not stack multiple sheets of paper.
- The pictures and illustrations used may be different from the product in front of you, but the procedure is the same.

### Installation Outline Drawing



### Checking the Contents

<input type="checkbox"/> [1] Media Adjustment kit X 1 	<input type="checkbox"/> [2] Spring (Black) X 3 
--	--

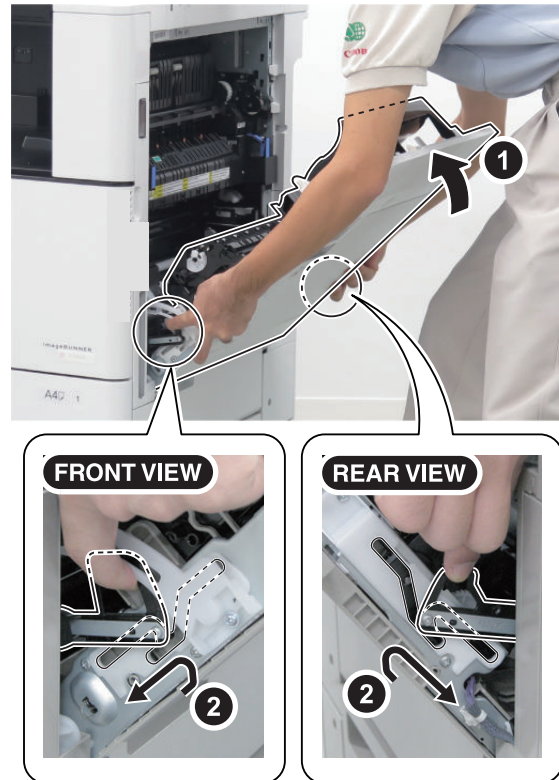
<Others>

- Including guides

### Installation Procedure

1. **Open the Right Door.**

2. Lift the Right Door , and slide the Right Door Guide (Front) and the Right Door Guide (Rear) in the direction shown in the figure below to fully open it.



**CAUTION:**

Moving the Lever Assembly to the following position changes the open/close status of the host machine's Right Door.

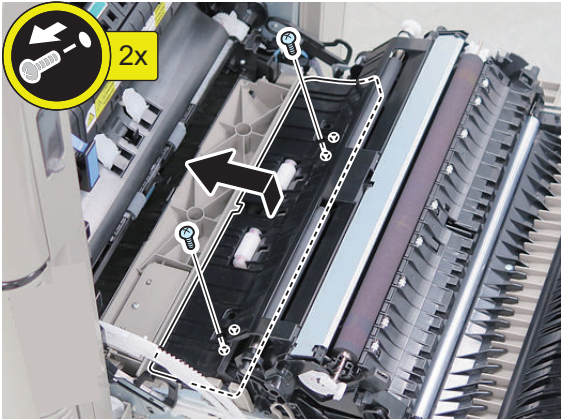
[A]: Position that opens the host machine's Right Door

[B]: Position that fully opens the host machine's Right Door



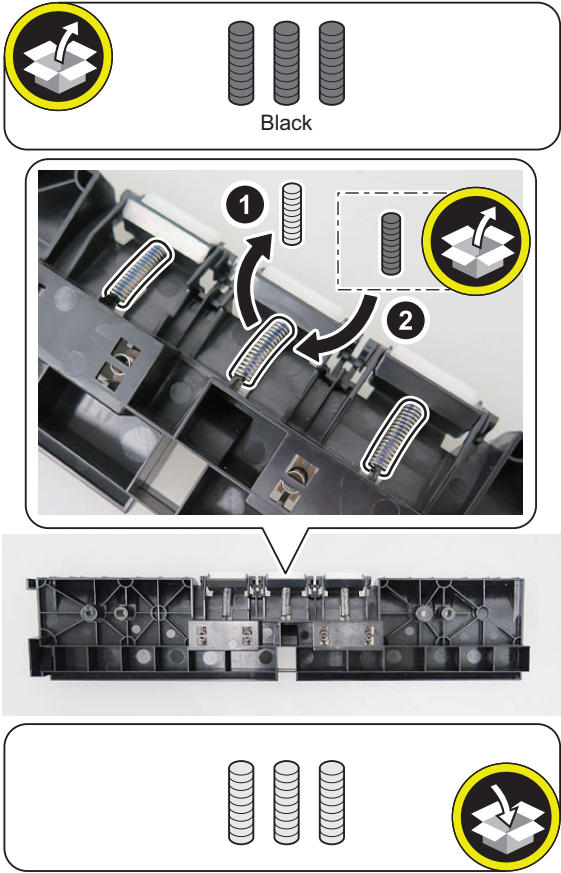
3. Remove the guide.

- 2 Screws
- 2 Bosses



□

4. Remove the 3 springs from the guide removed in step 3, and install the 3 springs included in the package.

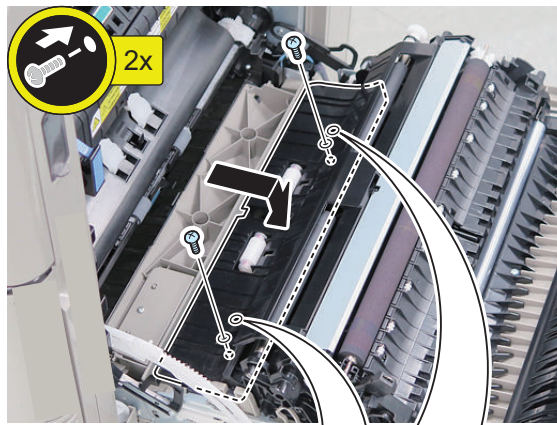


**5. Return the guide.**

- 2 Bosses
- 2 Screws

**CAUTION:**

Do not bend the sheet when returning the guide.





6. Close the Right Door.



7. Open the Multi-purpose Tray Pickup Tray Assembly.



8. Open the Multi-purpose Tray Pickup Side Guide Plate, and install the Media Adjustment kit.

- 1 Protrusion



## Settings after installation



1. Connect the power plug of the host machine to the outlet.



2. Turn ON the main power switch.



**3. Enter service mode, and change the values of the following 2 items to "1".**

- COPIER > OPTION > DSPLY-SW > EXTH-SW
- COPIER > OPTION > FEED-SW > REGASST

**CAUTION:**

Points to Note when Removing This Kit

When removing this kit, be sure to change the values of the foregoing 2 items to "0".

**4. Exit service mode.****5. Turn OFF and then ON the main power switch to enable the setting values.**

## Auto Adjust Gradation

**NOTE:**

When using paper type to which auto gradation adjustment is not executed, image failure or damage on the hostmachine may occur.

Implement Auto Adjust Gradation by following steps.

**1. Clean the surface of copyboard glass.****CAUTION:**

Be sure to register the information of the paper loaded in the cassette.

**2. Load plain paper and heavy paper in the cassettes respectively.****CAUTION:**

Be sure to execute auto gradation adjustment for plain paper first. If auto gradation adjustment is not executed with plain paper and then heavy paper/1200 dpi in that order, it may cause difference in hue.

**3. Select [Menu] > [Adjustment/Maintenance] > [Adjust Image Quality] > [Auto Adjust Gradation] > [Full Adjust] > [Standard(Plain)] > [OK] > [Start], and follow the direction on the screen of the Control Panel.**

**4. Select [Full Adjust] > [Standard(Heavy)] > [OK] > [Start], and follow the direction on the screen of the Control Panel.**

## Select Paper Settings

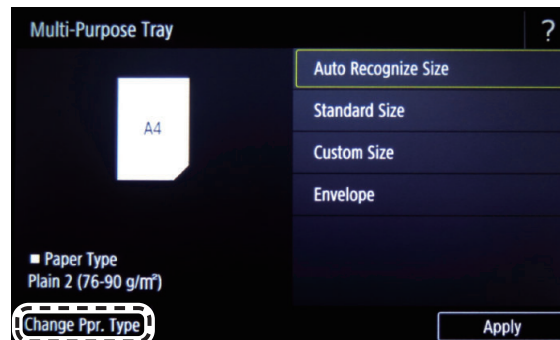
Select the type of heavy paper to use (type: 1-Sided Coated 5, 2-Sided Coated 5).



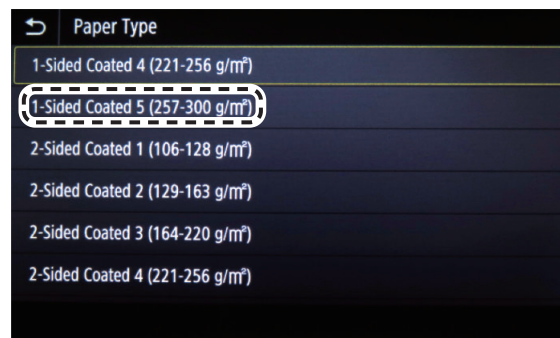
1. Load paper, and adjust the Multi-purpose Tray Pickup Side Guide Plate.



2. Press [Change Ppr. Type] on the screen shown below, and select the type of heavy paper to use.



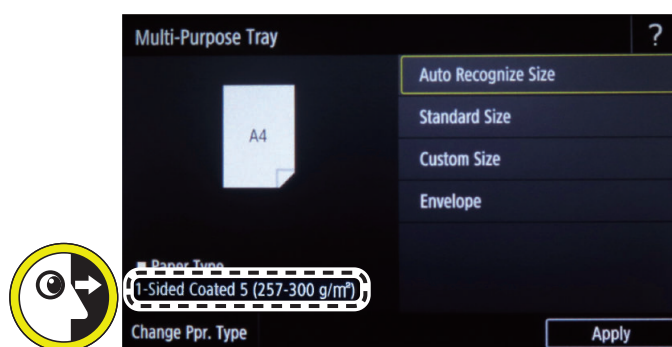
3.



4.

**NOTE:**

Check that the changed Paper Type is displayed.



## Cassette Heater Unit-42

### Points to Note at Installation

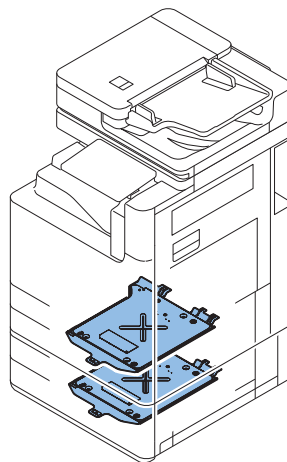
Since the host machine contains heat at its bottom if this equipment is installed, be sure to avoid installation at locations where heat resistance is low in case the 2-stage Cassette Pedestal is not installed.

### Product Name

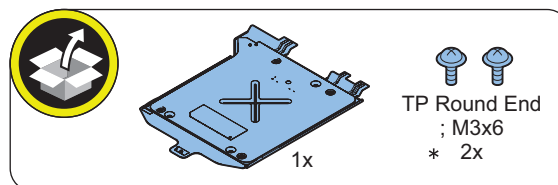
Safety regulations require the product's name to be registered. In some regions where this product is sold, the following name may be registered instead.

- F711000

### Installation Outline Drawing



### Checking the Contents



**NOTE:**

\*Host Machine: Use 1 of them.

Cassette Feeding Unit or High Capacity Cassette Feeding Unit: Use 2 of them.

## ● Installation Procedure

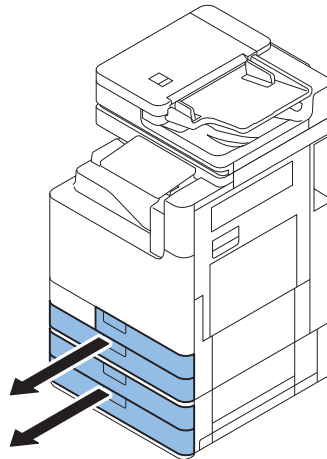
### ■ Removing the Cassette

#### ● In the Case of Host Machine/Cassette Feeding Unit

**NOTE:**

- In the case of host machine, remove the Cassette 1 and 2.
- In the case of the Cassette Feeding Unit, remove the Cassette 3 and 4.

□

**1.**

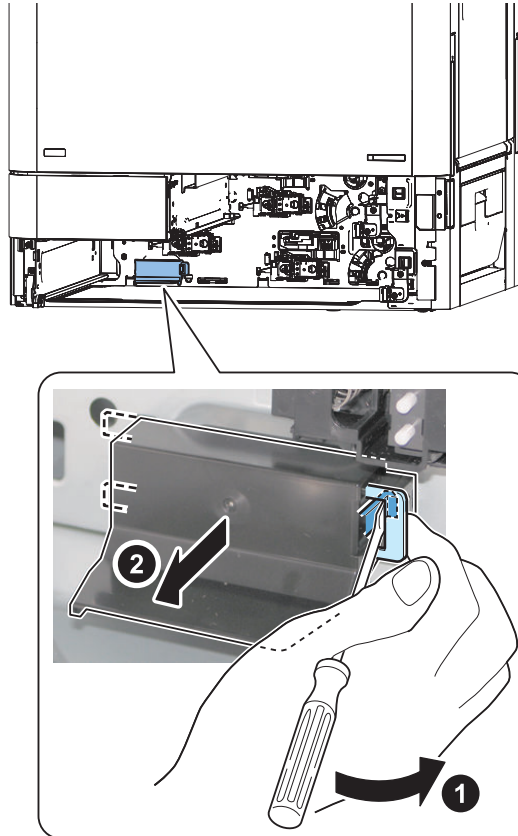
## ■ Installing the Cassette Heater



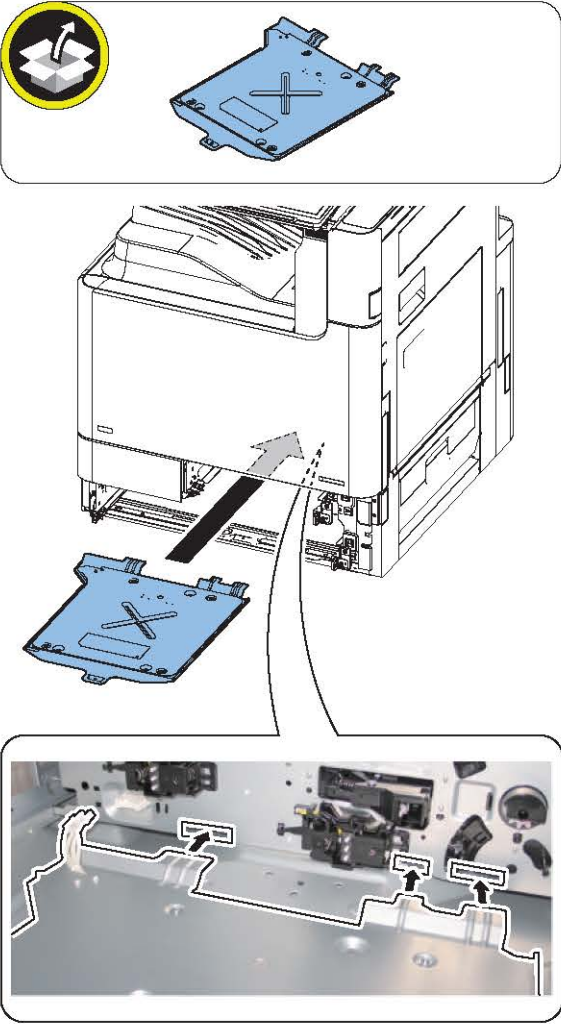
# 1.

**NOTE:**

In case for 2-stage Cassette Pedestal, implement the same way.

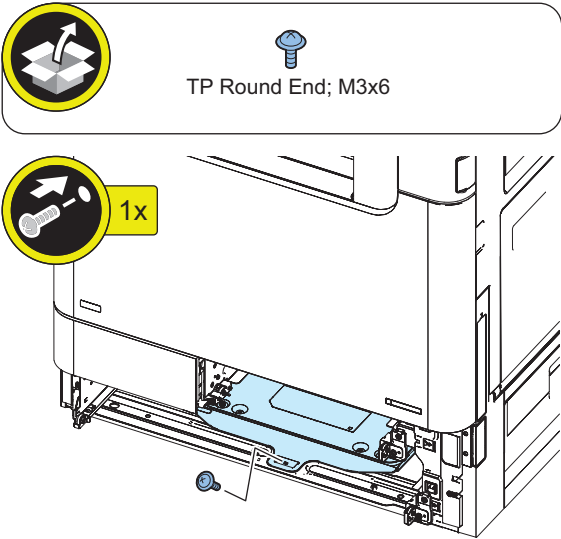


□  
**2.**

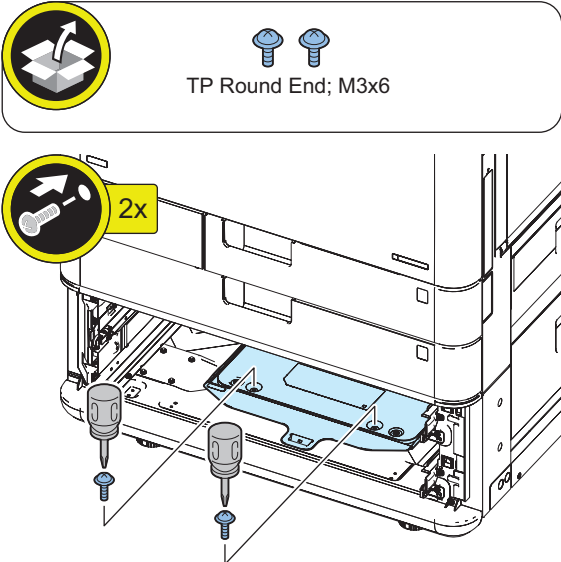


□  
**3.**

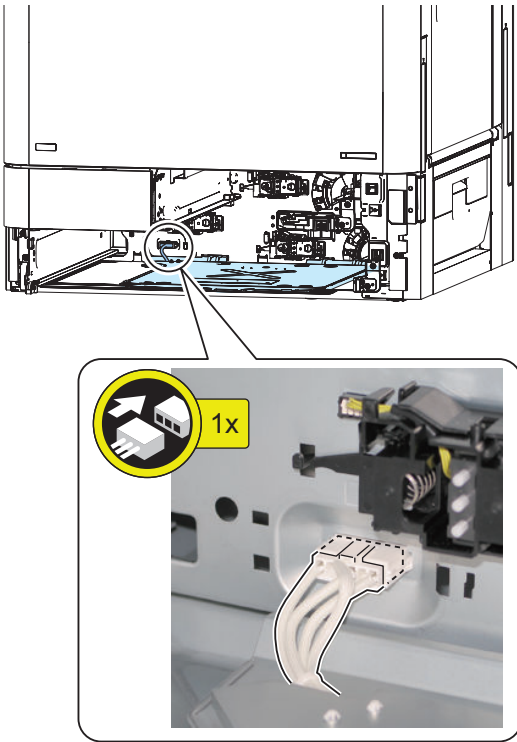
<Host machine>



< In case for 2-stage Cassette Pedestal >



□  
**4.**





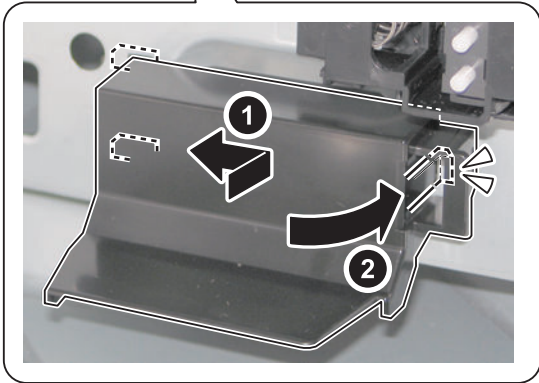
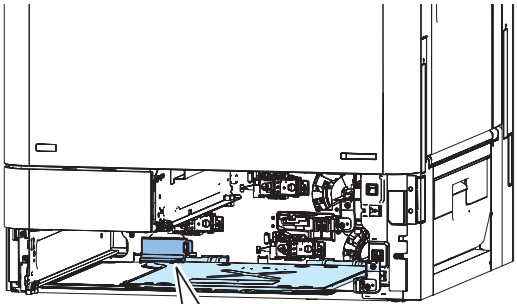
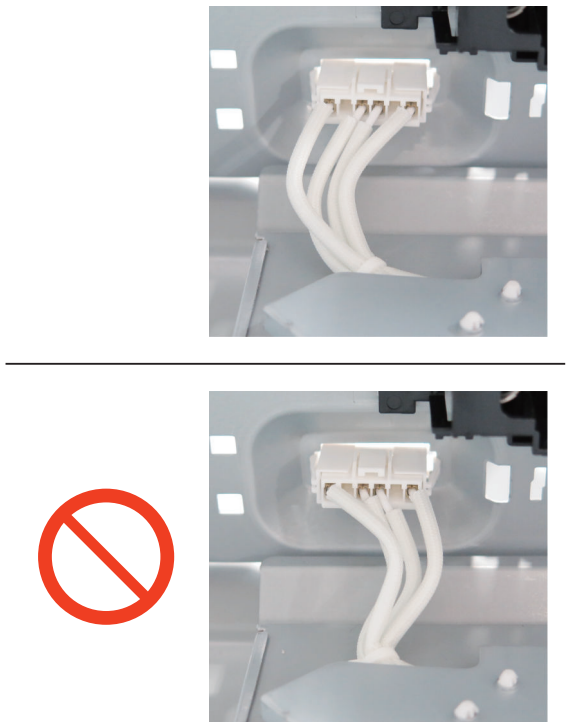
□  
**5.**

**NOTE:**

In case for 2-stage Cassette Pedestal, implement the same way.

**CAUTION:**

- Install the heater connector cover after routing the cables as shown in the figure below.

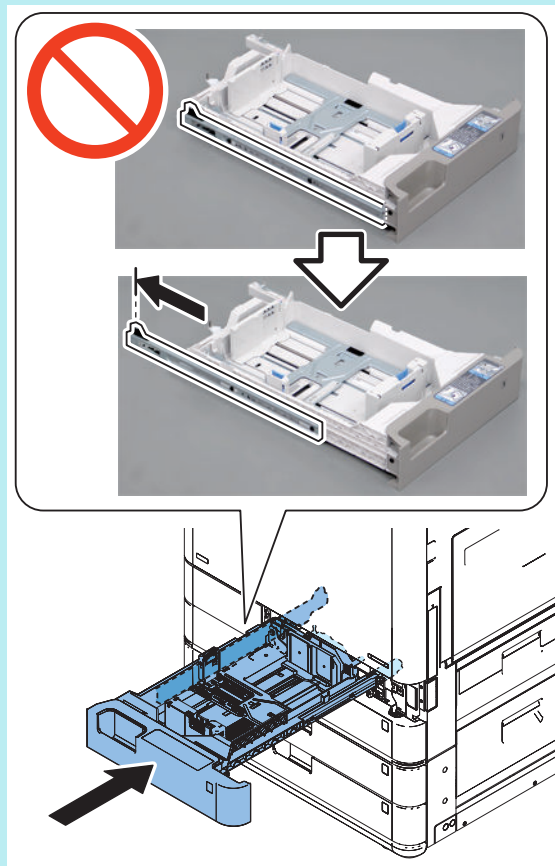


## ■ Installing the Cassette

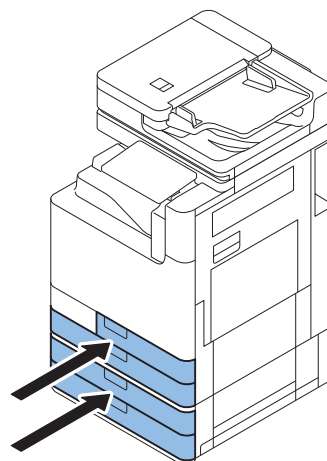
### ● In the Case of Host Machine/Cassette Feeding Unit

**NOTE:**

In the case of the Cassette 1, pull out the rail and slide it into the host machine.

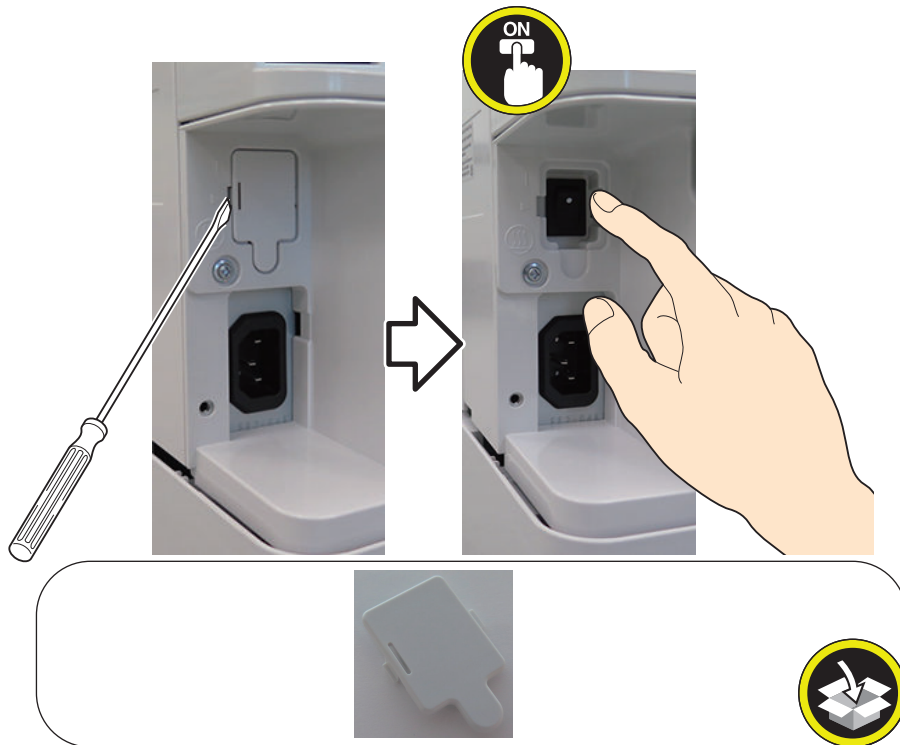


□  
**1.**



## ■ Confirmation for the Dehumidification Switch

□  
**1.**



□  
**2.**

Connect the power plug of the host machine to the outlet.

□  
**3.**

Turn ON the Main Power Switch.

## Cassette Feeding Unit-AW1

### Name of This Machine

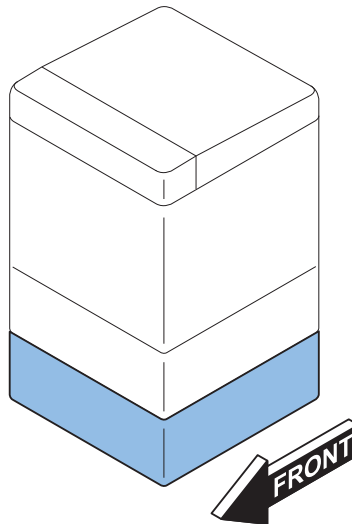
This product may be registered under the following name according to the safety standard of the region where it is sold.

- F326200

### Points to Note at Installation

- Although pictures or illustrations used for explanation may differ from the actual things, the procedure is the same.

### Installation Outline Drawing



### Unpacking



1. Unpack this machine.

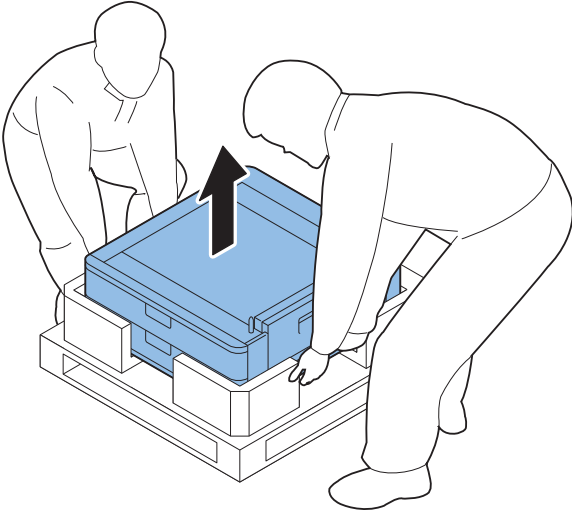
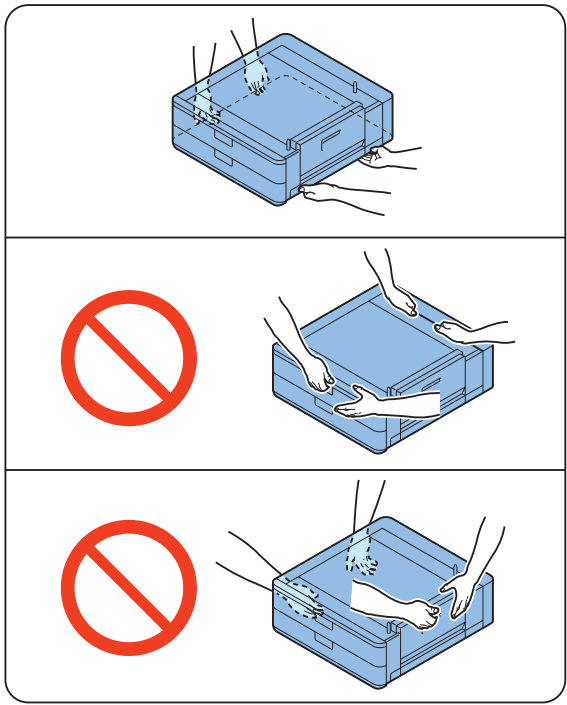
**NOTE:**

Remove the packaging materials.

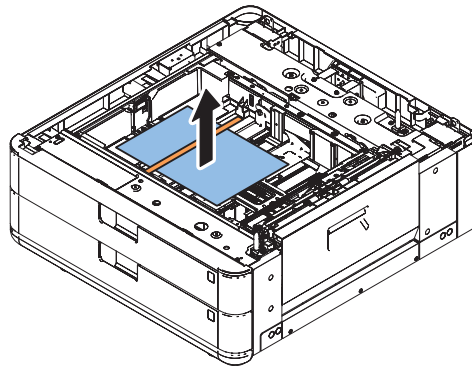
□  
**2.**

**⚠ CAUTION:**

- When lifting the host machine, be sure to firmly grip the bottom of both sides (left and right).
- Holding the machine by any place other than those indicated may result in injury or damage.



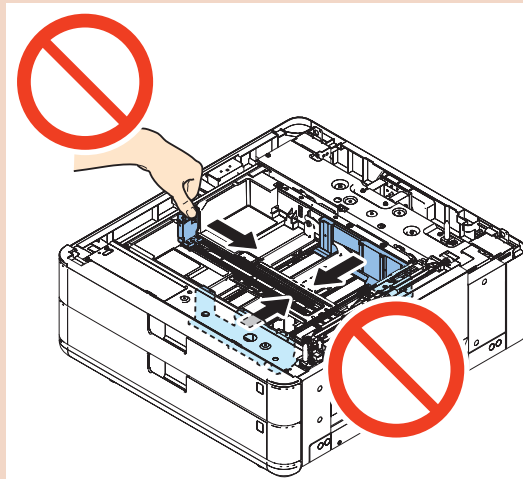
□  
**3.**

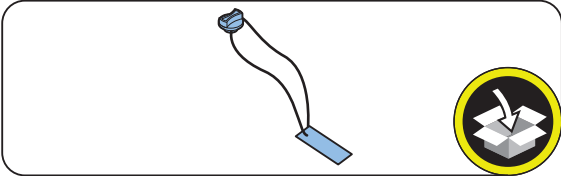
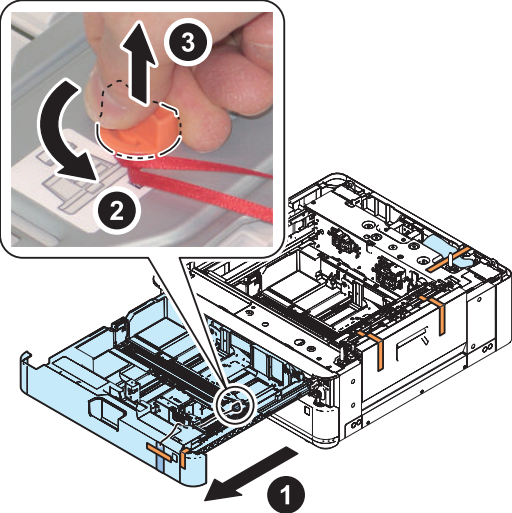


□  
**4.** Remove the tapes stuck inside and outside of the Cassette 3 and the Cassette 4.

**CAUTION:**

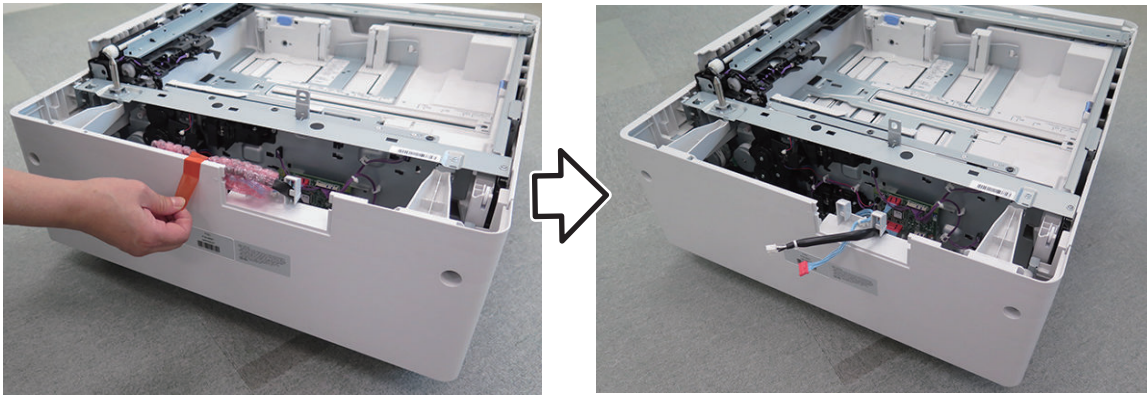
Do not operate the Trailing Edge Guide Plate / the Side Guide Plate without pulling out the cassette as there is a risk of breakage.



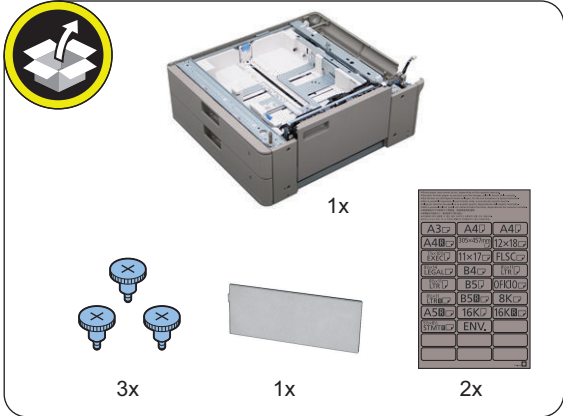


**5.** Return the cassette to the original position.

**6.**

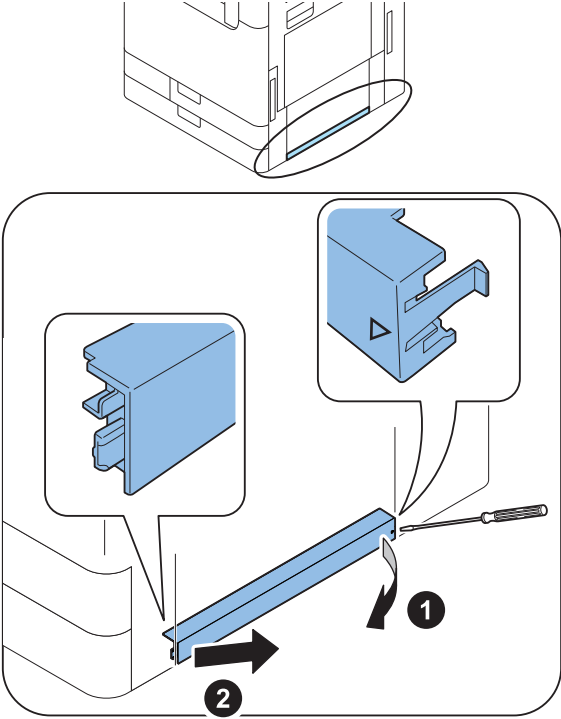


# ● Checking the included parts



# ● Installing the 2-stage Cassette Pedestal

- - 1.**
- CAUTION:**
- If there is a Right Lower Cover (Bottom), remove it.
  - Remove the Right cover (lower) from the side with the triangular mark.

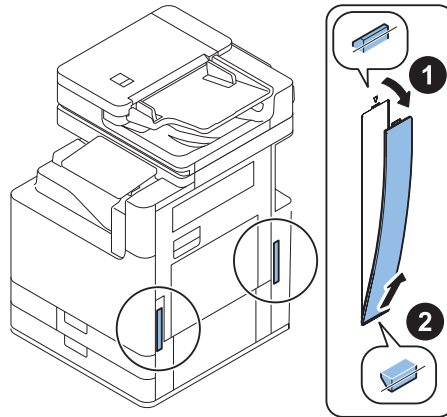


**NOTE:**  
The removed Cover will be used in step 12.



□  
**2.****NOTE:**

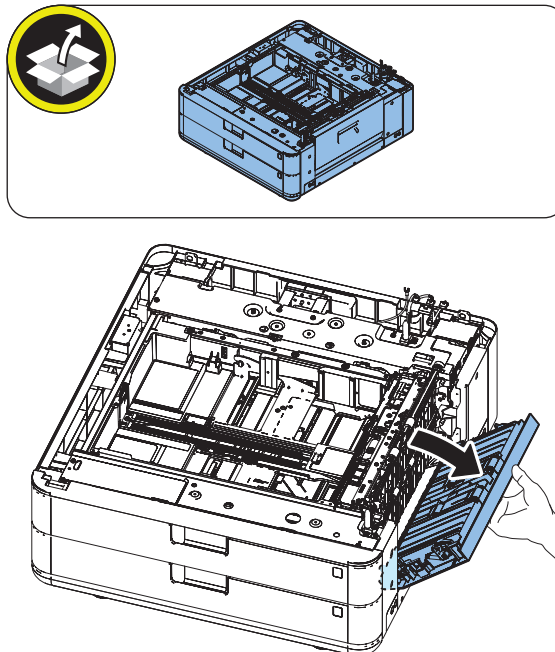
If there is a Handle Cover, remove it.

**NOTE:**

Removed the Handle cover was used in step 13.

□  
**3.****CAUTION:**

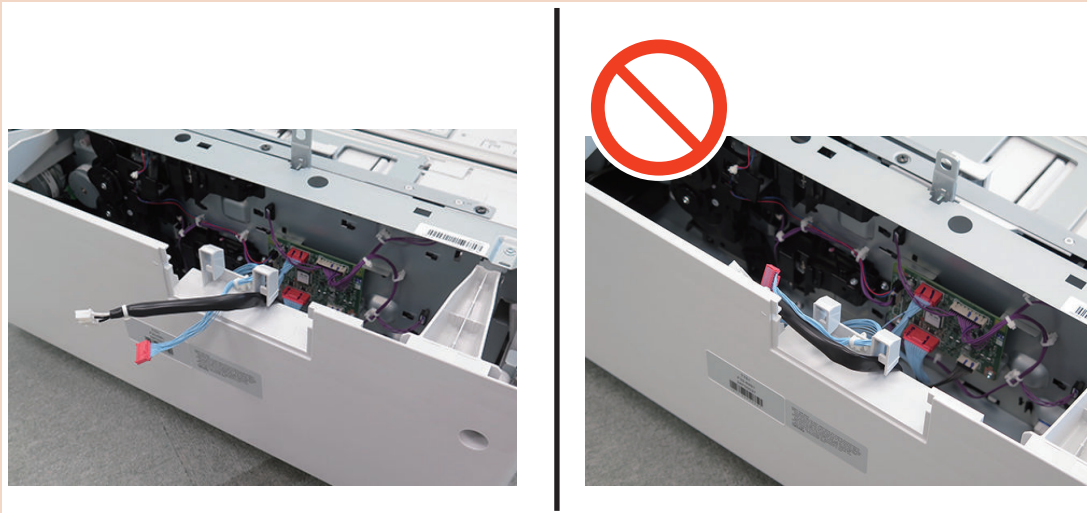
If the host machine is placed without opening the Right Cover (Bottom), the Right Cover (Bottom) may be damaged.



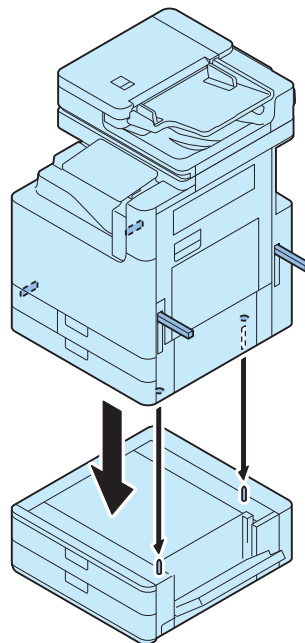
□  
4.

**CAUTION:**

Do not place the host machine with the cable of the machine inside the cover

**CAUTION:**

- When placing the host machine onto the 2-stage Cassette Pedestal, be sure to move the host machine as it is a parallel condition and align the holes of the main body bottom plate with two positioning pins which is on the upper surface of the 2-stage Cassette Pedestal, and then put the host machine.
- The maximum weight of the host machine is approx. 82 kg. Be sure to perform the work in accordance with the standard to handle a heavy load in each country.
- Be sure to keep the machine leveled when lifting it.

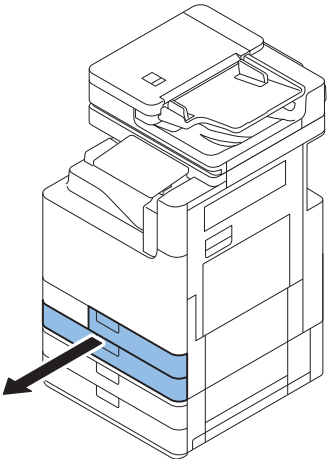


□  
**5.**



□  
**6.**

**NOTE:**  
Remove the cassette.

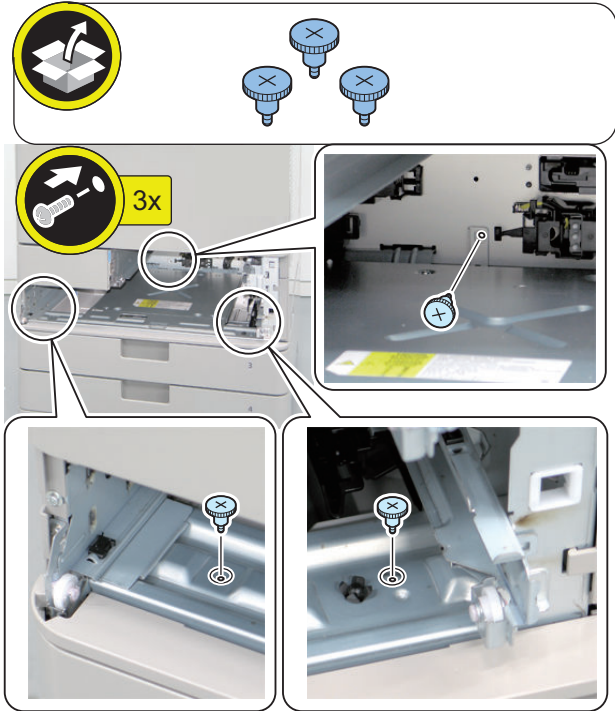


□  
**7.**

**NOTE:**  
Securely tighten the coin screws with a stubby screwdriver or a coin.

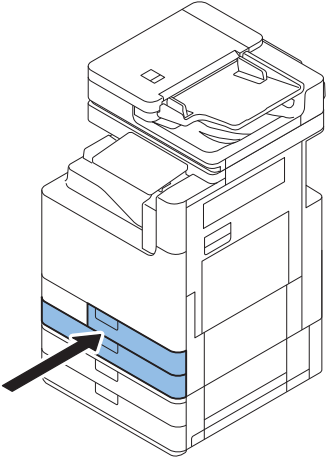
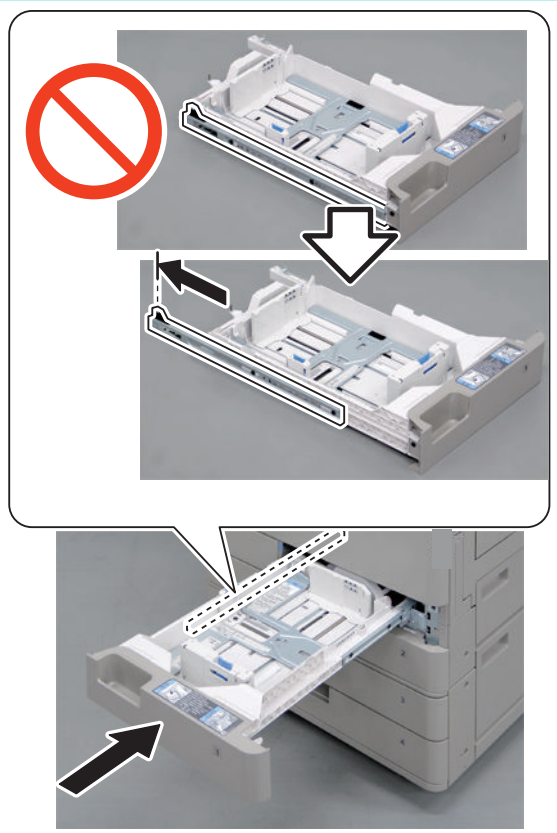
**CAUTION:**

- When tightening the coin screw, pay attention to the surrounding sheet metal and parts.
- When tightening a screw on the rear side, be sure not to drop it.
- Be sure to check that the coin screw has been tightened securely.

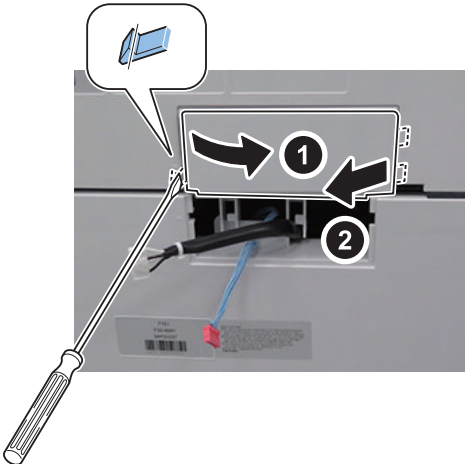


□  
**8.**

**NOTE:**  
Install the Cassette 1 with the rail extended.

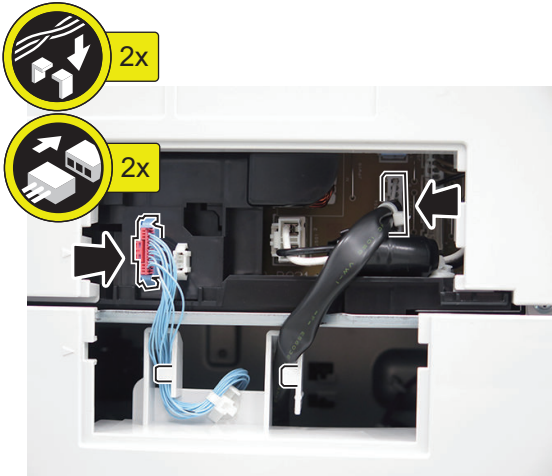


□  
**9.**



**NOTE:**  
The removed Cover will be used in step 11.

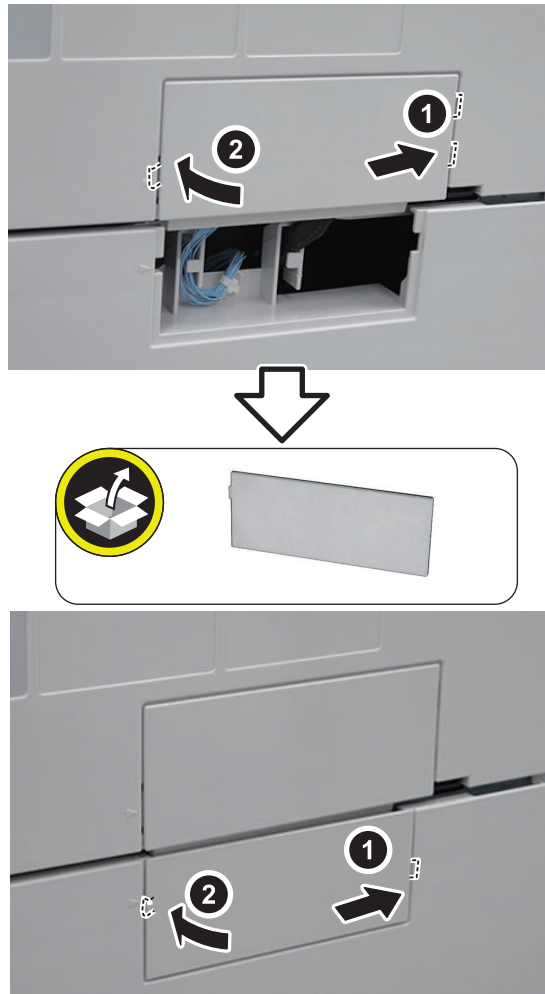
□  
**10.**



□  
11.

**NOTE:**

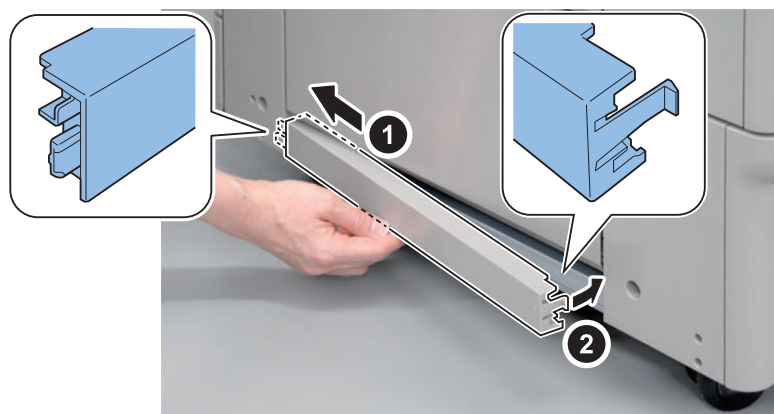
Use the parts removed in the step 9 and the parts included.



□  
12.

**NOTE:**

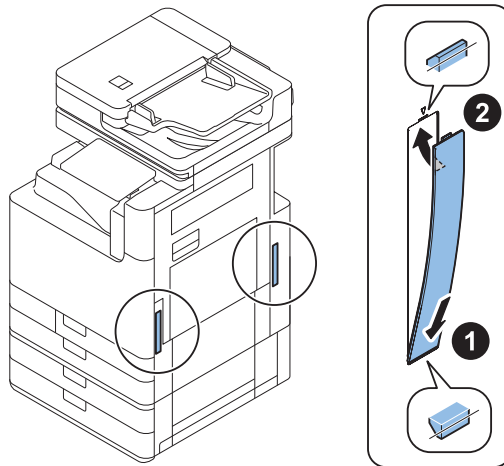
Use the Cover removed in step 1, or the Cover included in the host machine.



□  
13.

**NOTE:**

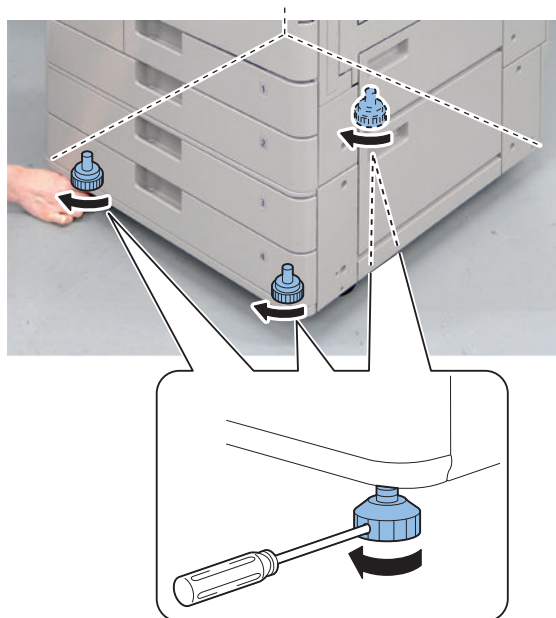
Use the Cover removed in step 2, or the Cover included in the host machine.



□  
14.

**NOTE:**

- Move the host machine to the installation position, and fix it in place with the 3 adjusters.
- Be sure to secure it in place to prevent overturning.
- Fixing of the adjuster is not for earthquake resistance.



□  
15. Insert the power plug to the power plug outlet, and turn ON the main power switch.



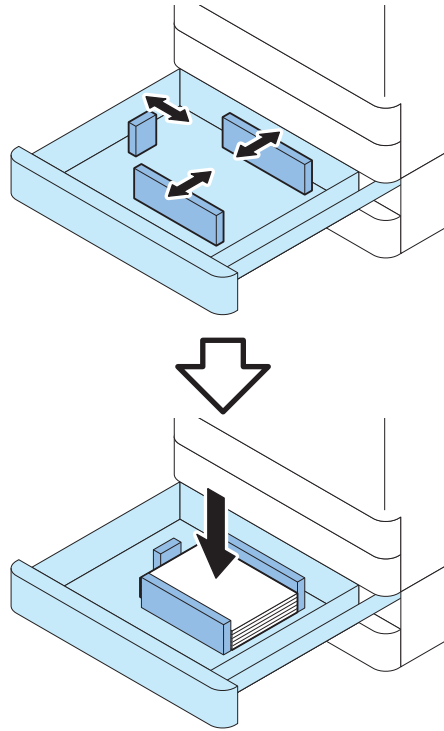
## Setting the Cassette



# 1.

**NOTE:**

- Holding the Guide Plate Lever, adjust each Guide Plate to the specified size.
- Adjust the position of each Guide Plate according to the paper size.

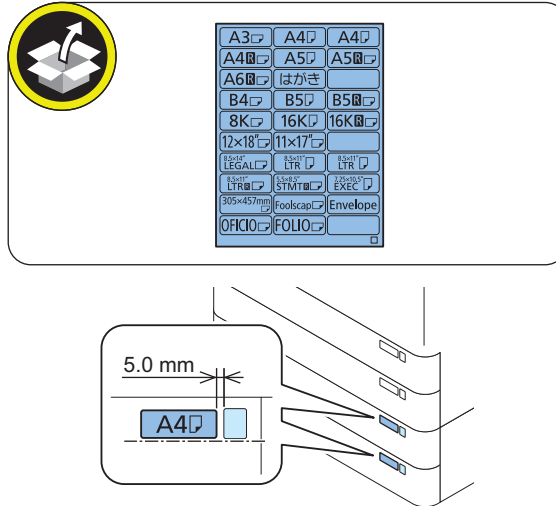


□

## 2.

**NOTE:**

- Keep the Paper Size Label for use when changing paper size.
- Affix the Cassette Size Label matching to the loaded paper size.
- Store the Paper Size Label as it is used when paper is changed.



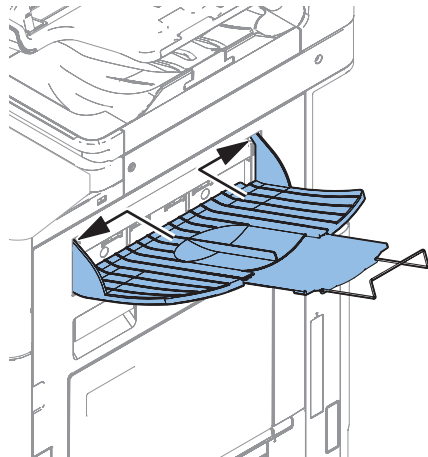
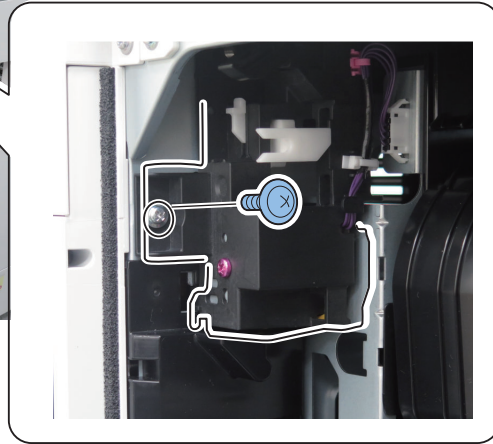
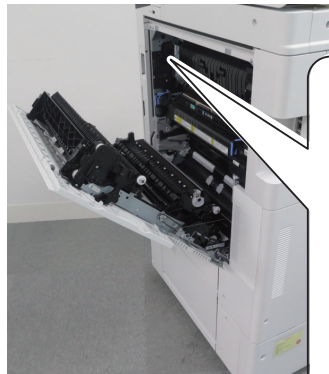
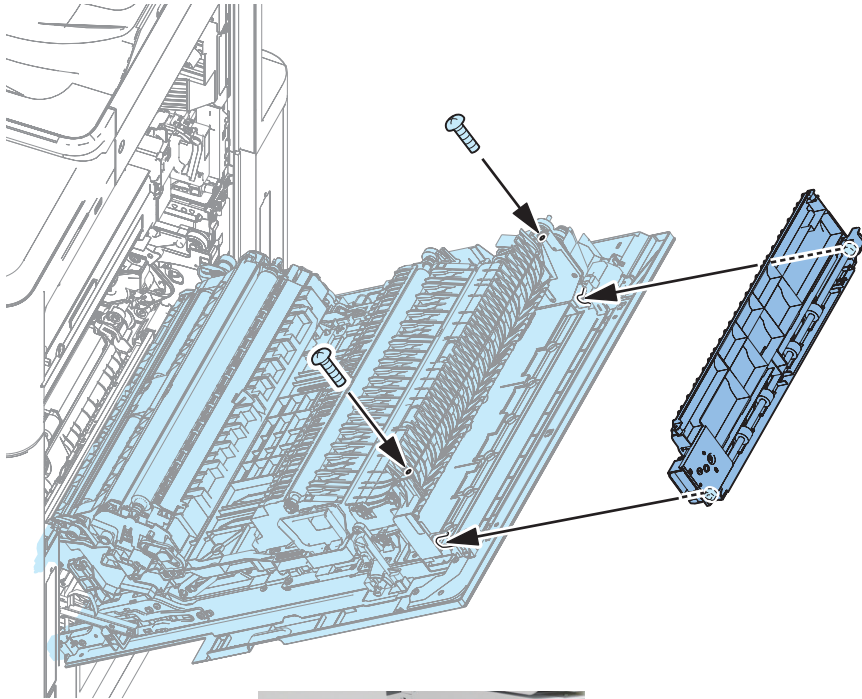


# Paper Output Options

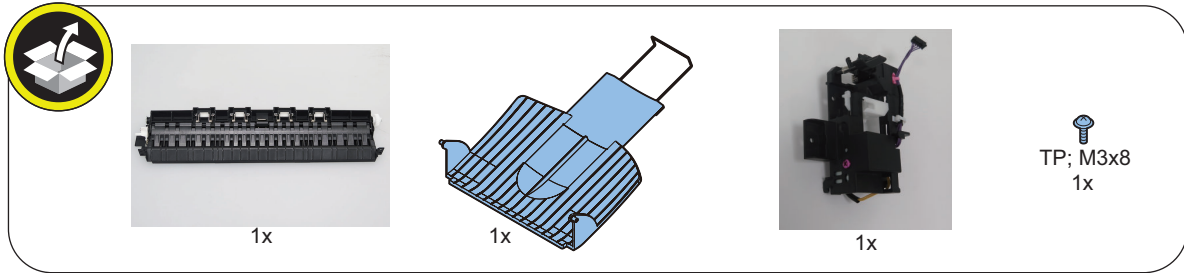
Copy Tray-T1.....	388
Inner 2way Tray-M1.....	393
Inner Finisher-L1.....	398
Staple Finisher-AE1/Booklet Finisher-AE1.....	416
2/3 2/4 4 Hole Puncher Unit-A1.....	452
Inner 2/3 2/4 4 Hole Puncher-D1.....	477

# Copy Tray-T1

## Installation Outline Drawing



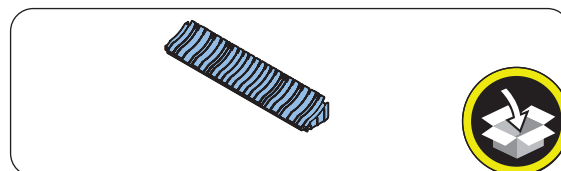
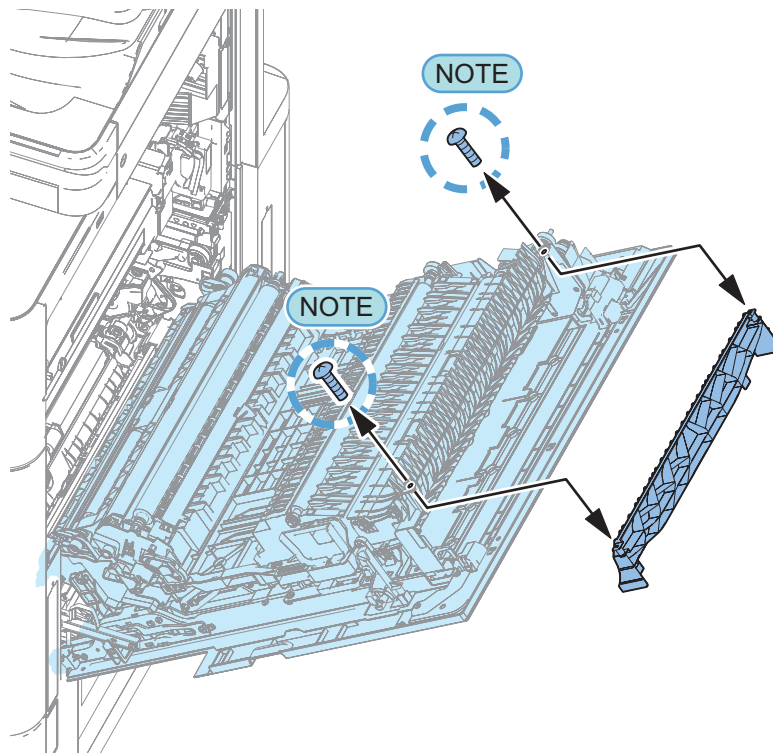
## ● Checking the included items



## ● Installation procedure

**1.** Open the Right Door.

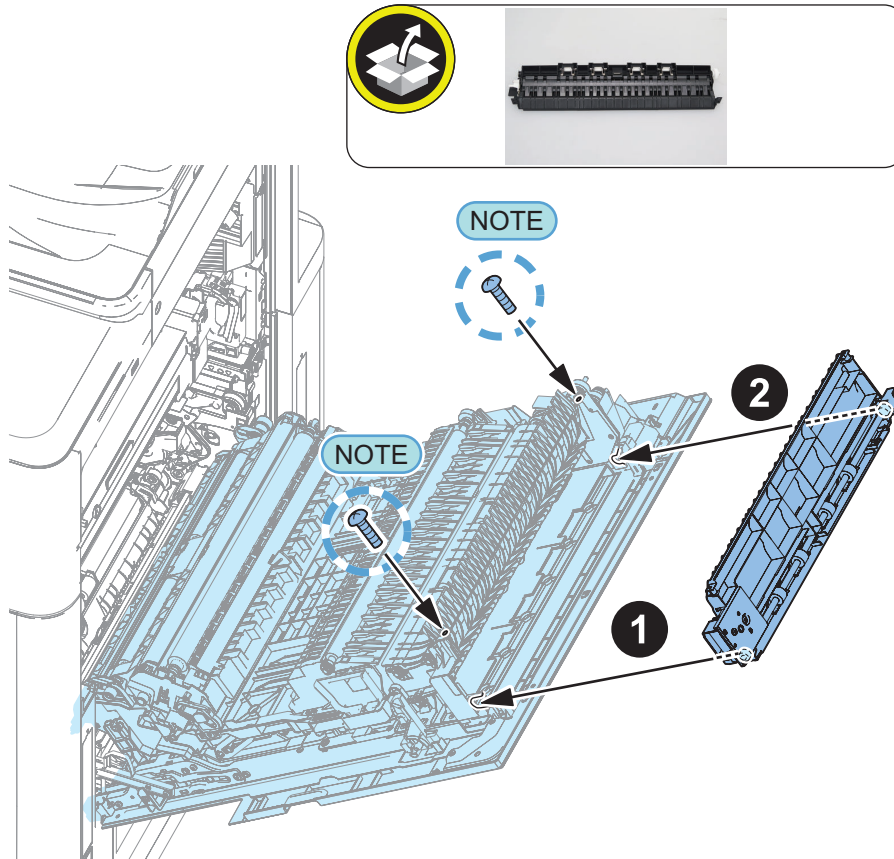
**2.**



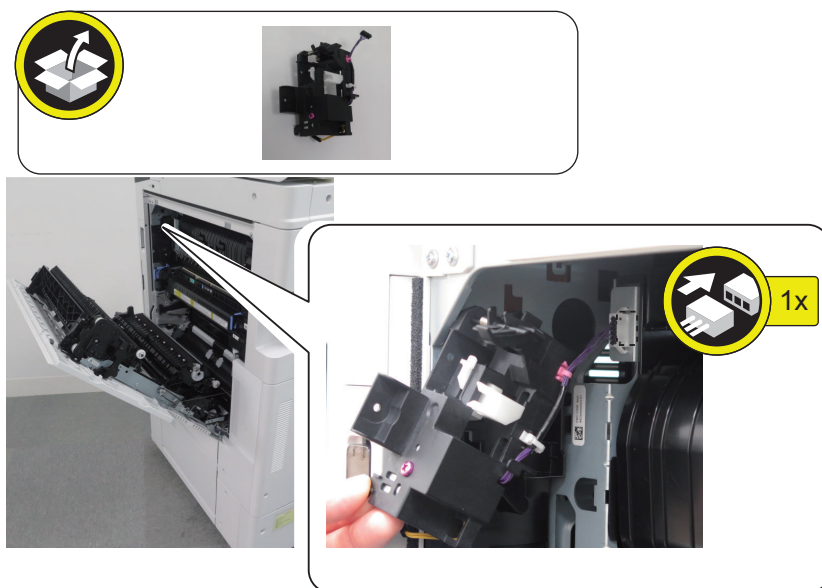
**NOTE:**  
Use the removed Screw in the following steps.

□  
**3.**

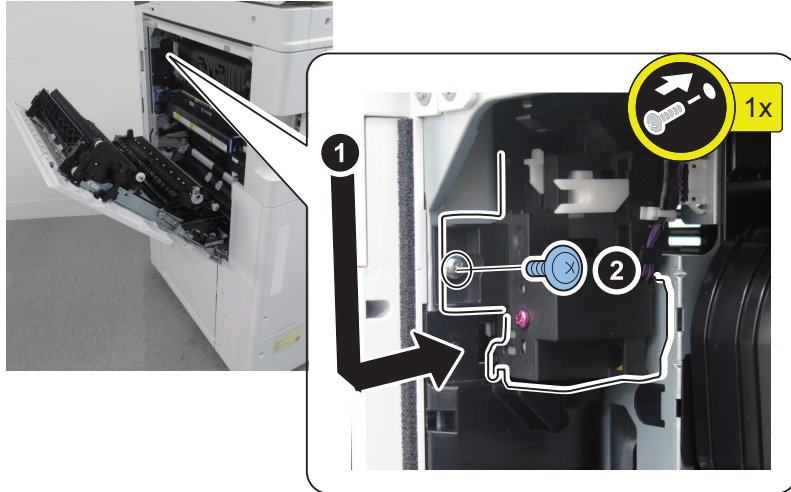
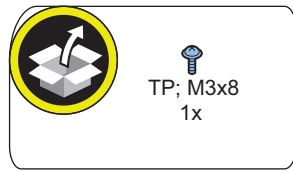
**NOTE:**  
Use the Screw removed in the previous step.



□  
**4.**

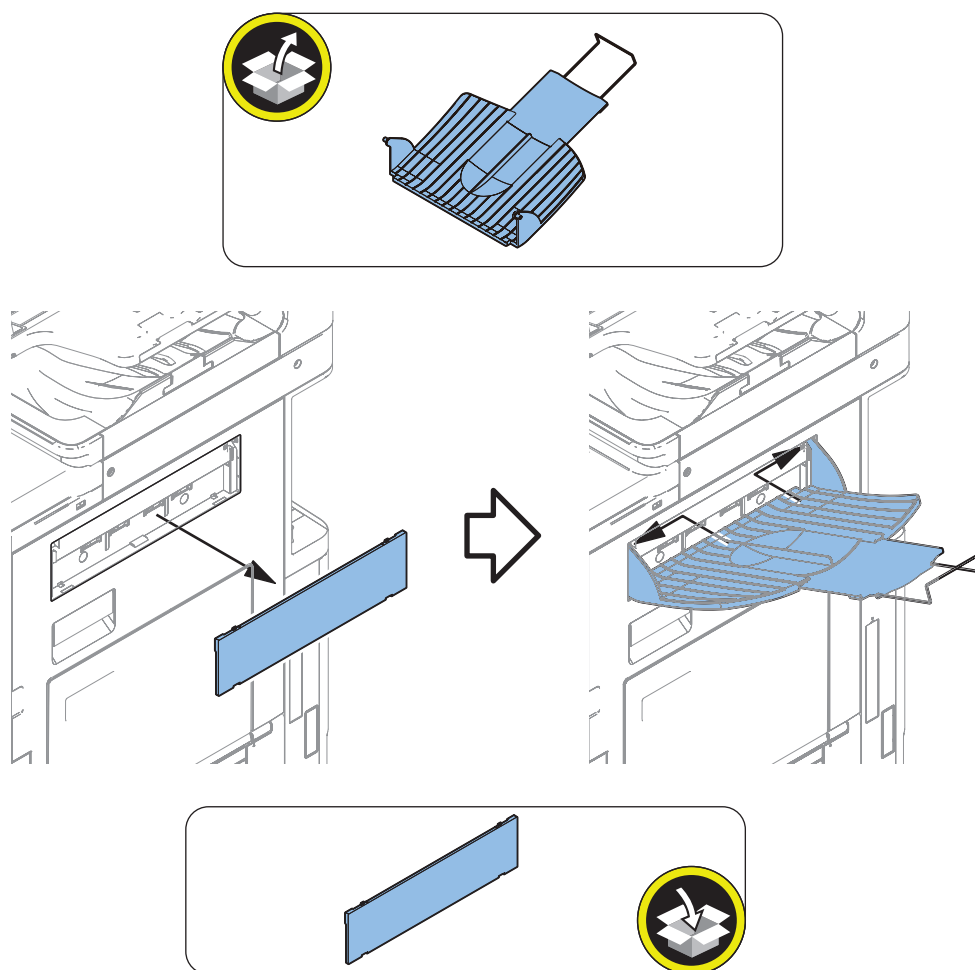


□  
**5.**



□  
**6.** Close the Right Door.

□  
7.



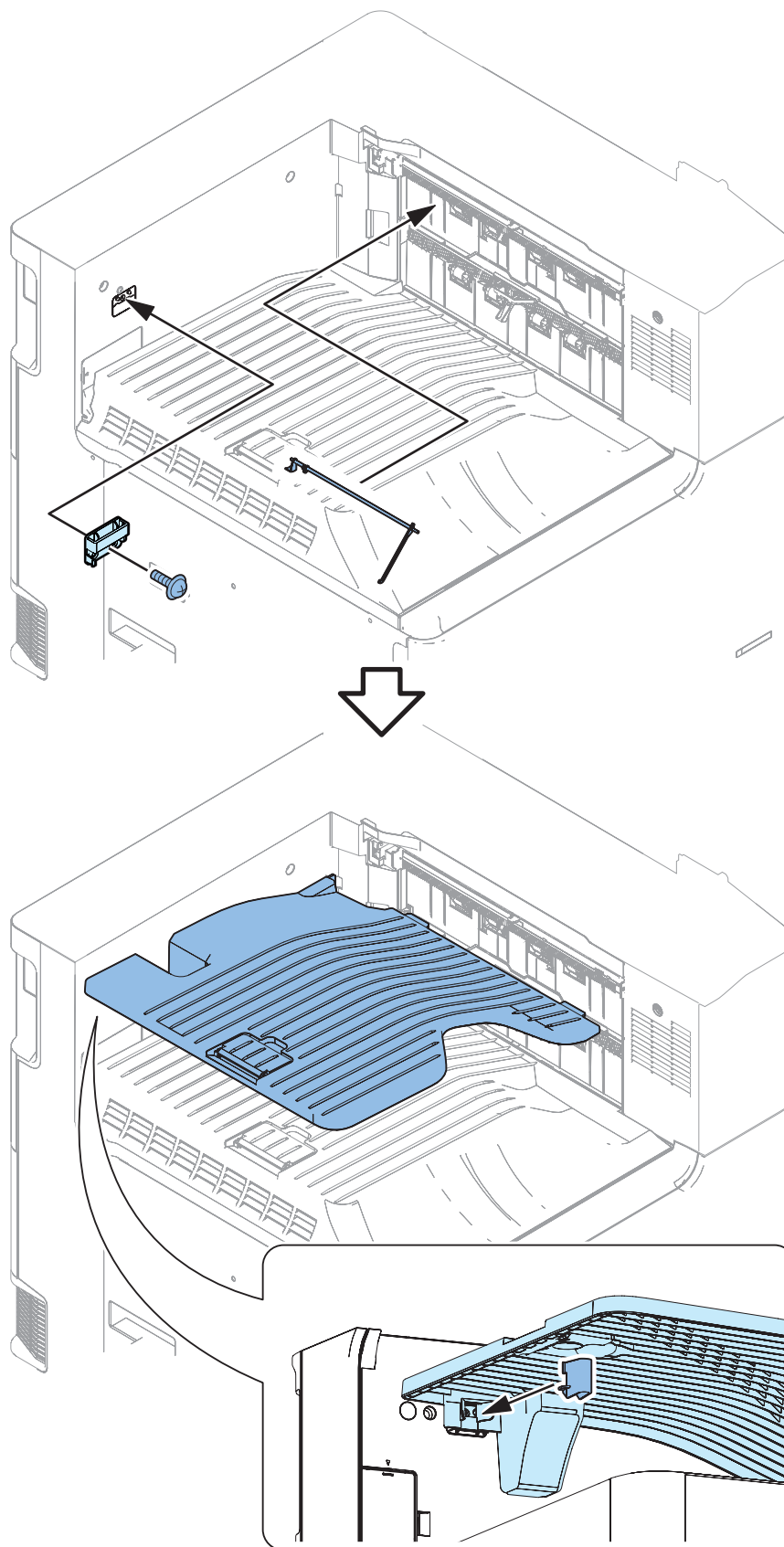
## ● Settings after installation

- 
1. Set the value of the following service mode to "1".  
COPIER > OPTION > ACC > OUT-TRAY
  2. Turn OFF and then ON the main power.
  3. Check that the following menu has been added.
    - [Settings/Registration] > [Function Settings] > [Common] > [Paper Output Settings] > [Tray Designation]
  4. Press [Tray Designation].
  5. According to the user's request, set the function of delivering paper to the Tray A/B/C and the priority order of the trays, and press [OK]. The priority order is displayed as "1", "2", and "3".
  6. Check that the behavior is in accordance with the settings.

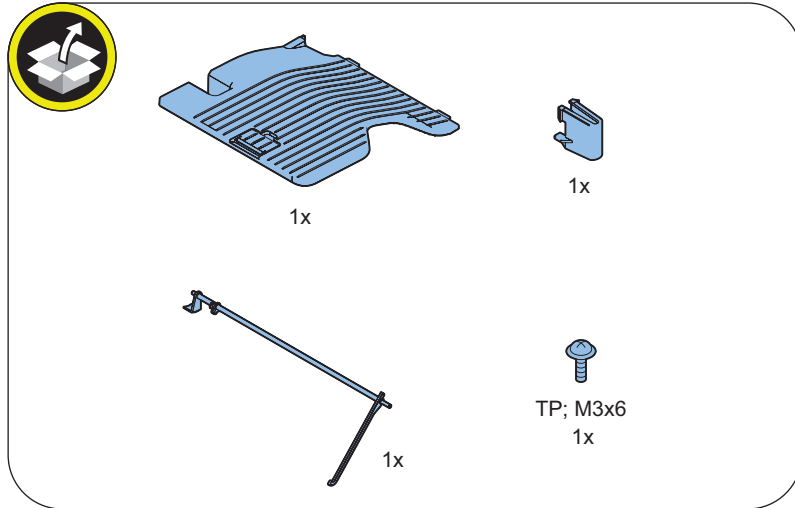


# Inner 2way Tray-M1

## ● Installation Outline Drawing



## ● Checking the Contents

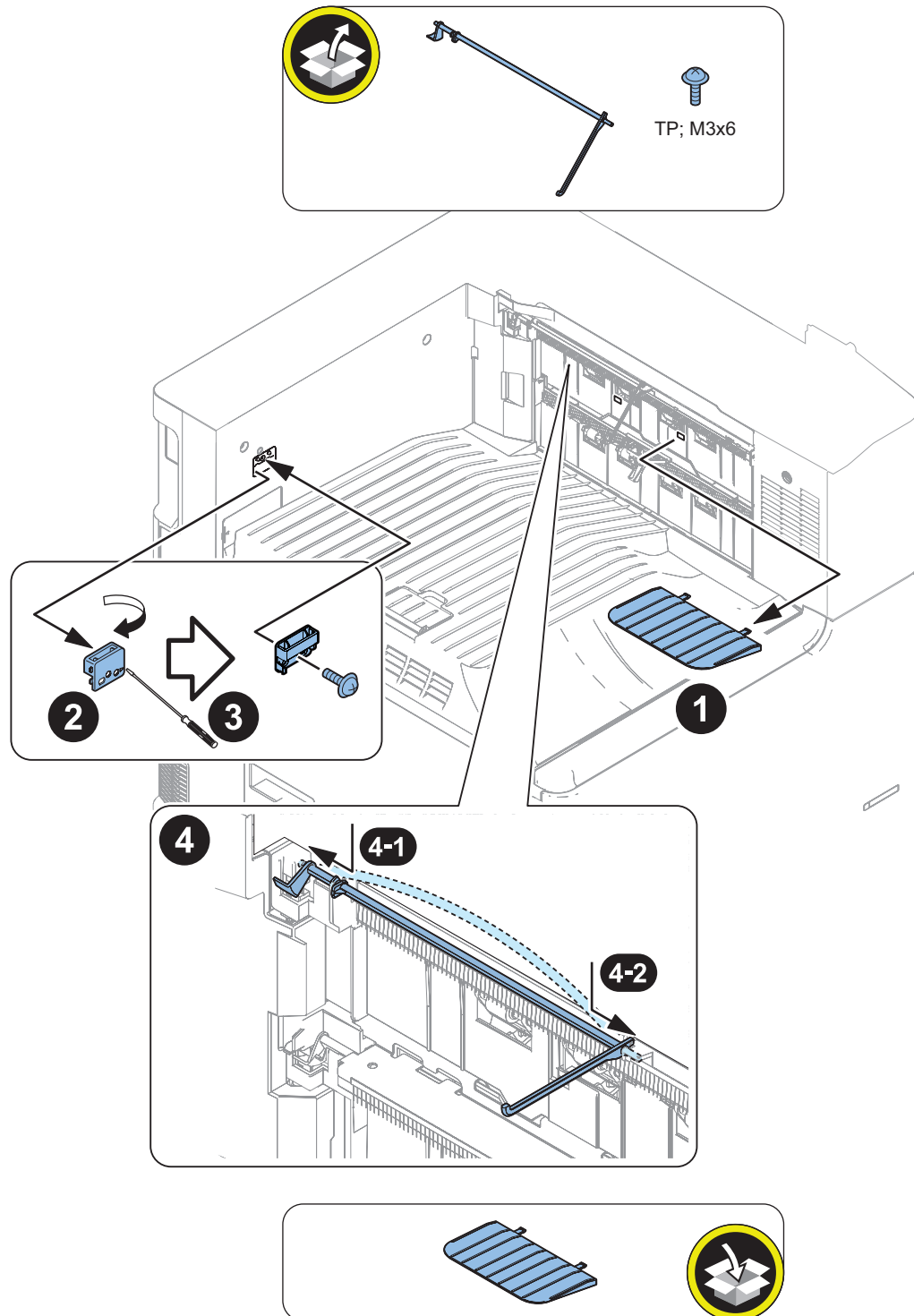


## Installation Procedure

□  
1.

### CAUTION:

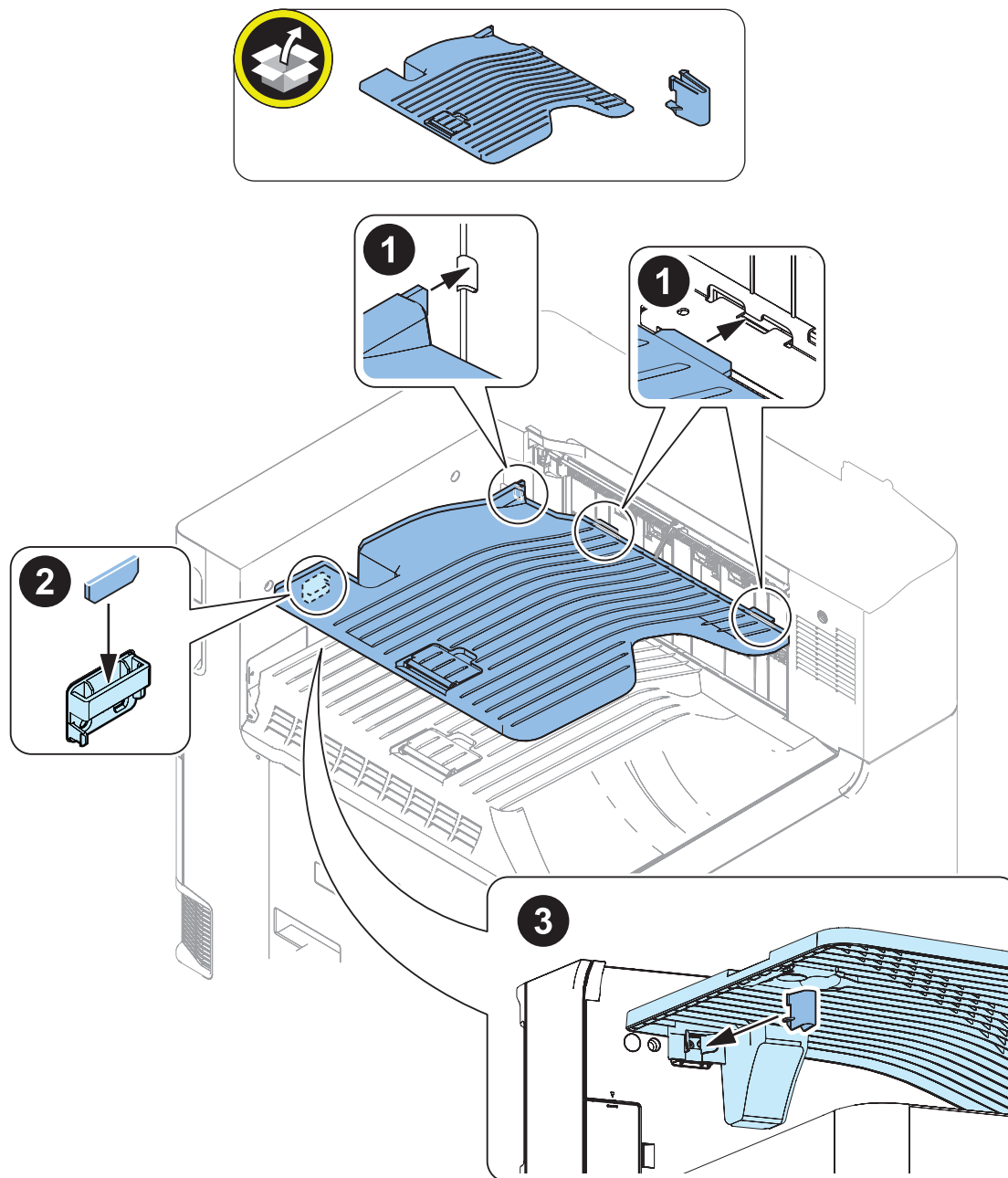
When the Reverse Trailing Edge Guide has been installed to the host machine, remove it.



□  
**2.**

**CAUTION:**

Make sure that the Boss of Inner 2way Tray is properly inserted into the Reverse Guide Cover and the Second Delivery Tray Support Plate.



□  
**3.** Connect the power plug to the outlet.

□  
**4.** Turn ON the main power switch.

## Settings after installation

- 
- 1. Set the value of the following service mode to "1".**  
COPIER > OPTION > ACC > IN-TRAY
- 2. Turn OFF and then ON the main power.**
- 3. Check that the following menu has been added.**
  - [Settings/Registration] > [Function Settings] > [Common] > [Paper Output Settings] > [Tray Designation]
- 4. Press [Tray Designation].**
- 5. According to the user's request, set the function of delivering paper to the Tray A/B/C and the priority order of the trays, and press [OK]. The priority order is displayed as "1", "2", and "3".**
- 6. Check that the behavior is in accordance with the settings.**

## Inner Finisher-L1

### ● Checking before Installation

#### ■ Points to Note at Installation

- This installation procedure is written only about the installation of the inner finisher. When installing the inner puncher together with the finisher, refer to the inner puncher installation procedure instead of referring this installation procedure. (reference: "Inner 2/3 2/4 4 Hole Puncher-D1" on page 477)

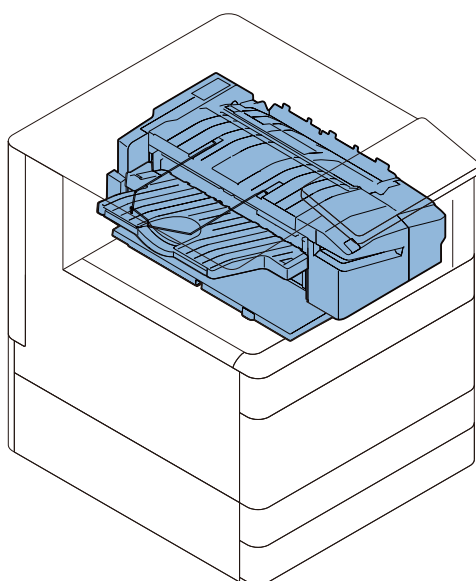
#### CAUTION:

Marked portion:

- When tightening the screws, do not tighten them too tightly. Otherwise, there is a risk of damage and deformation of screw holes.



#### ■ Installation Outline Drawing



#### ■ Product Name

Safety regulations require the product's name to be registered. In some regions where this product is sold, the following names may be registered instead.

F281122

## Unpacking Procedure

### NOTE:

This equipment is packed using tapes, fixings and cushioning materials to be protected vibration and shock during transportation. Be sure to remove all the fixing materials and the tapes before starting to install this equipment.



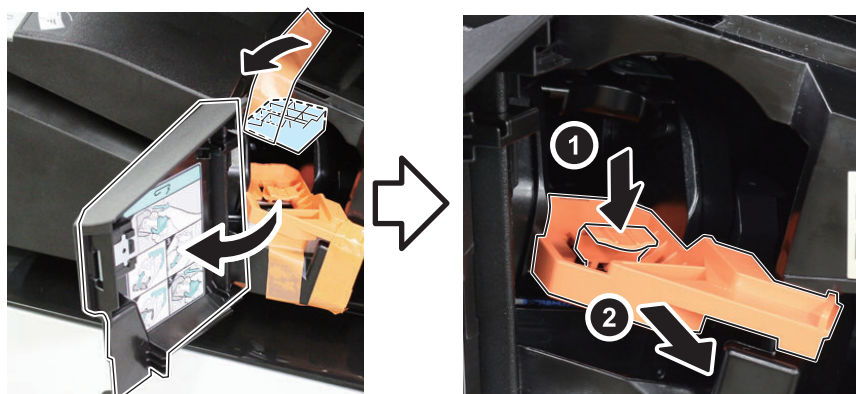
1. Take out this equipment from the carton.



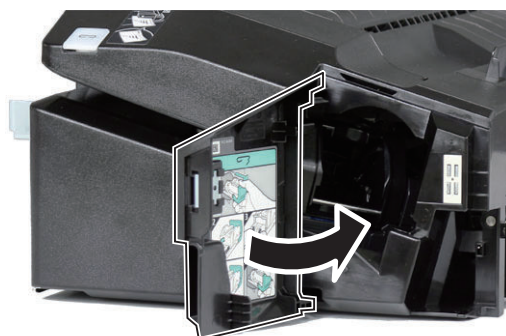
2. Remove all the tapes and the cushioning materials outside this equipment.



3. Open the Front Cover and then remove the two fixing materials and all the tapes of the Stapler Unit.

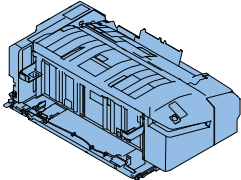
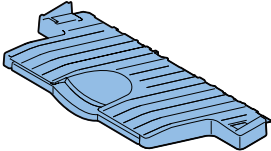
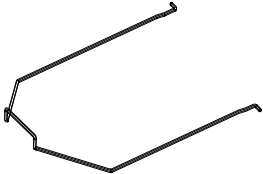
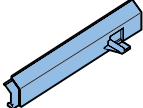
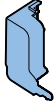
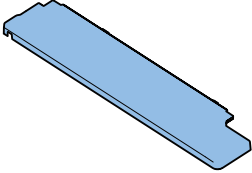

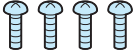
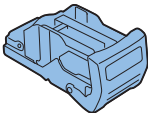



4. Close the Front Cover.



## Checking the Contents

Check that none of the included parts is missing.

<input type="checkbox"/> [1] Inner Finisher 1x 	<input type="checkbox"/> [2] Stack Tray 1x 	<input type="checkbox"/> [3] Wire Sub Tray 1x 
<input type="checkbox"/> [4] Harness Cover 1 1x 	<input type="checkbox"/> [5] Harness Cover 2 1x 	<input type="checkbox"/> [6] Rail Cover 1x 
<input type="checkbox"/> [7] Sensor Flag (Gray) 1x 	<input type="checkbox"/> [8] Screw (Binding (black); M3x8) 4x 	<input type="checkbox"/> [9] Staple Cartridge 1x 
<input type="checkbox"/> [10] Wire Saddle 1x 		

<Other>

Other bundled items such as leaflets, etc.

## Installation Procedure

### ■ Preparation for Host Machine

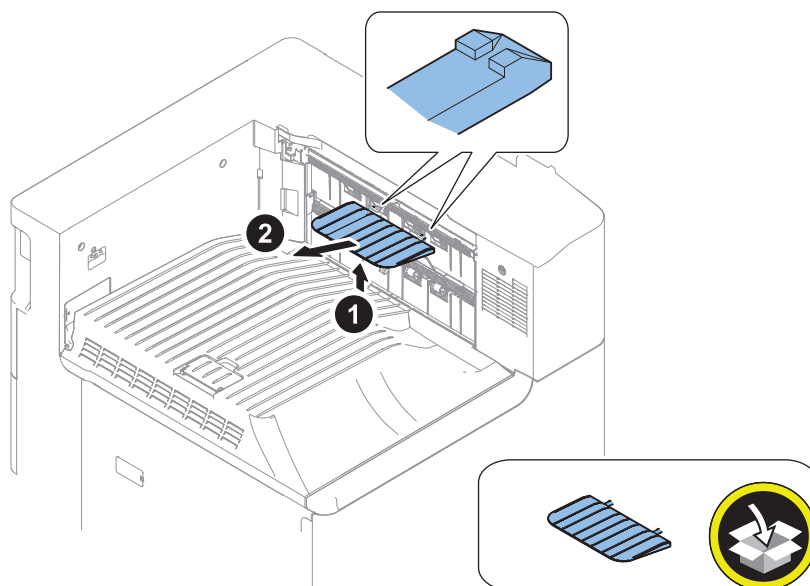
**NOTE:**

When installing the Inner Puncher together with this equipment, refer to the Inner Puncher installation procedure instead of referring this installation procedure. (reference: "Inner 2/3 2/4 4 Hole Puncher-D1" on page 477)

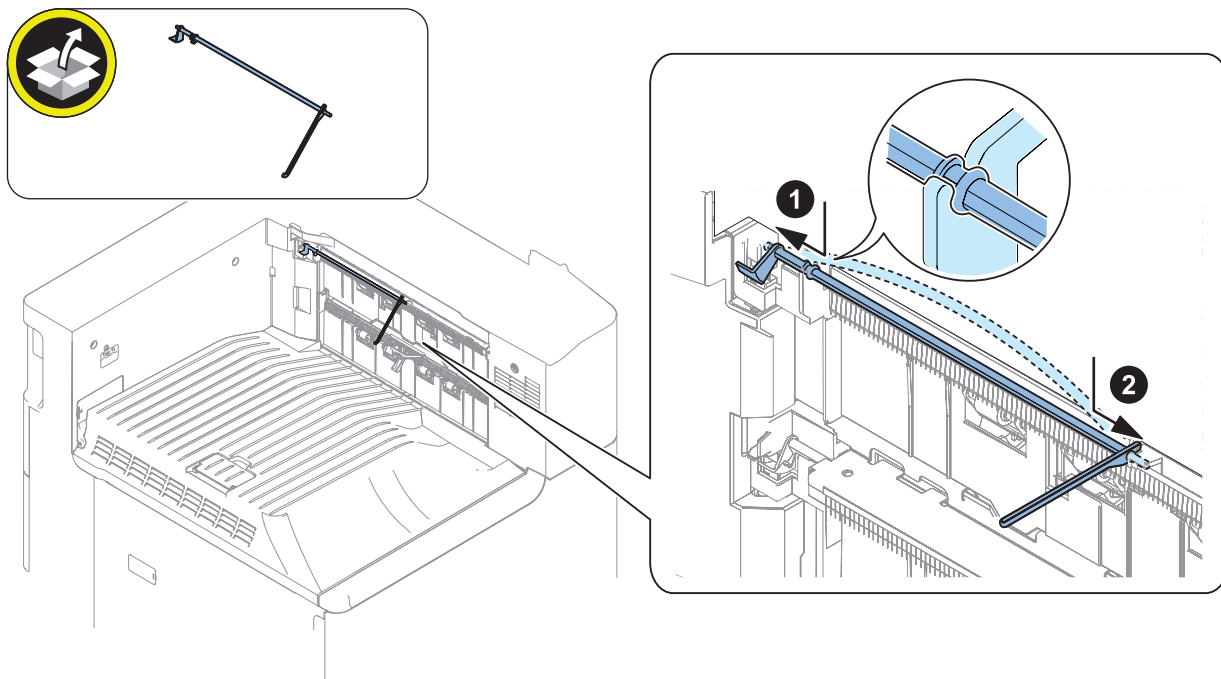


□  
**1.****NOTE:**

When the Reverse Trailing Edge Guide is installed, remove it.

□  
**2.****NOTE:**

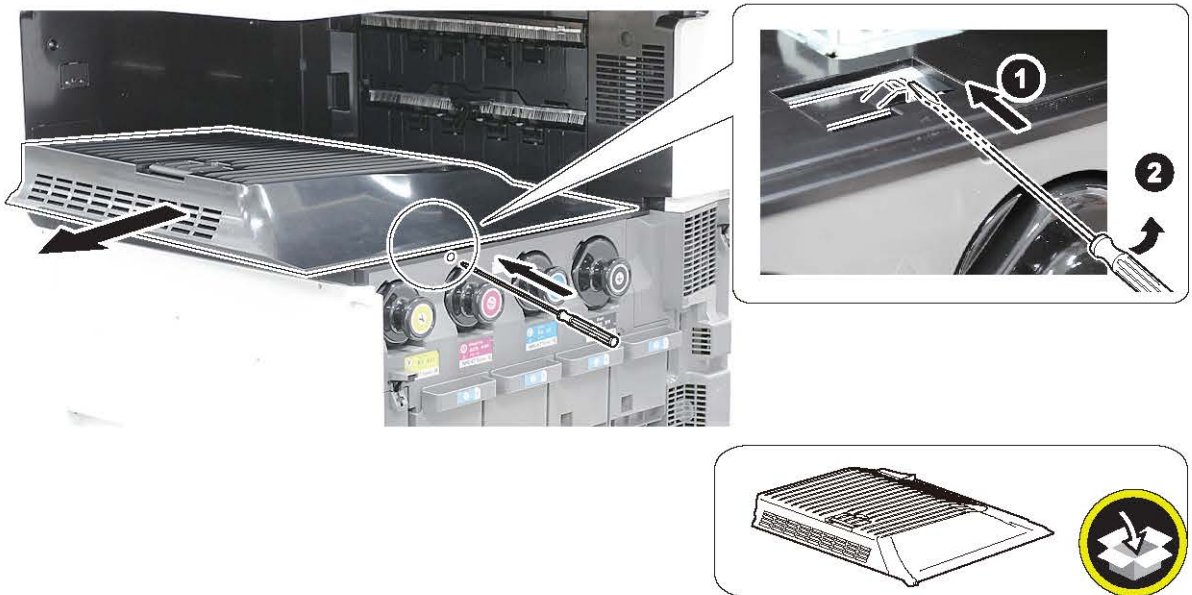
Check that the Sensor Flag operates smoothly.



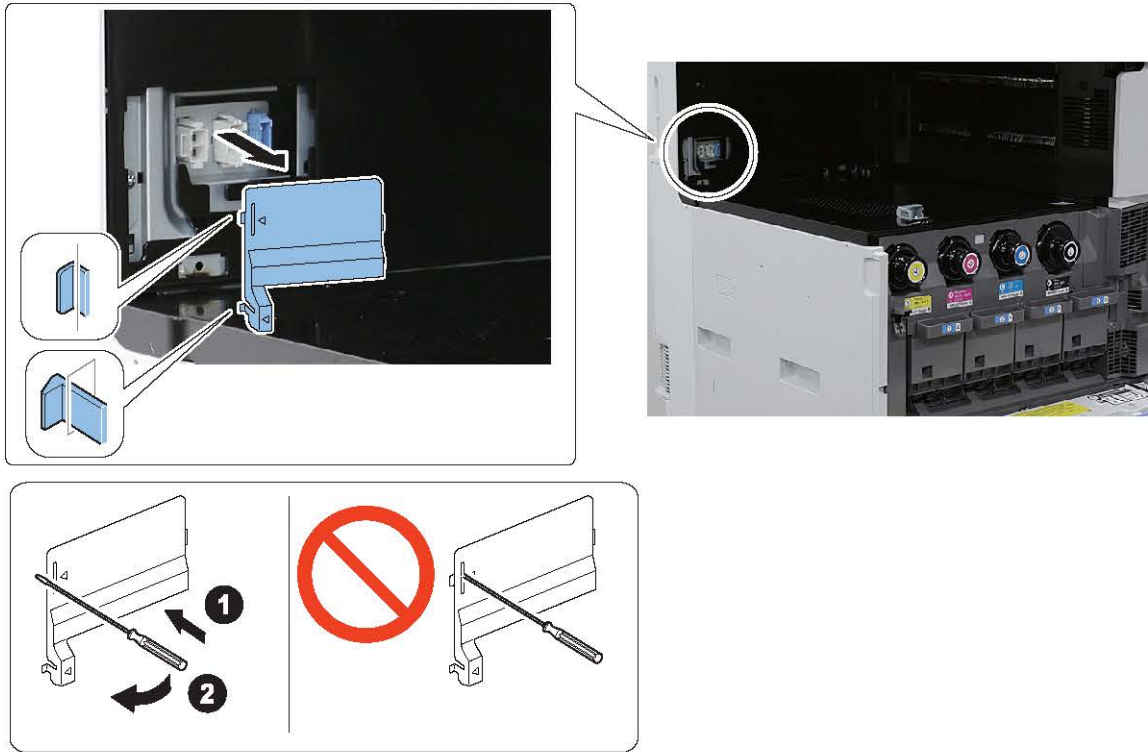
□  
3.



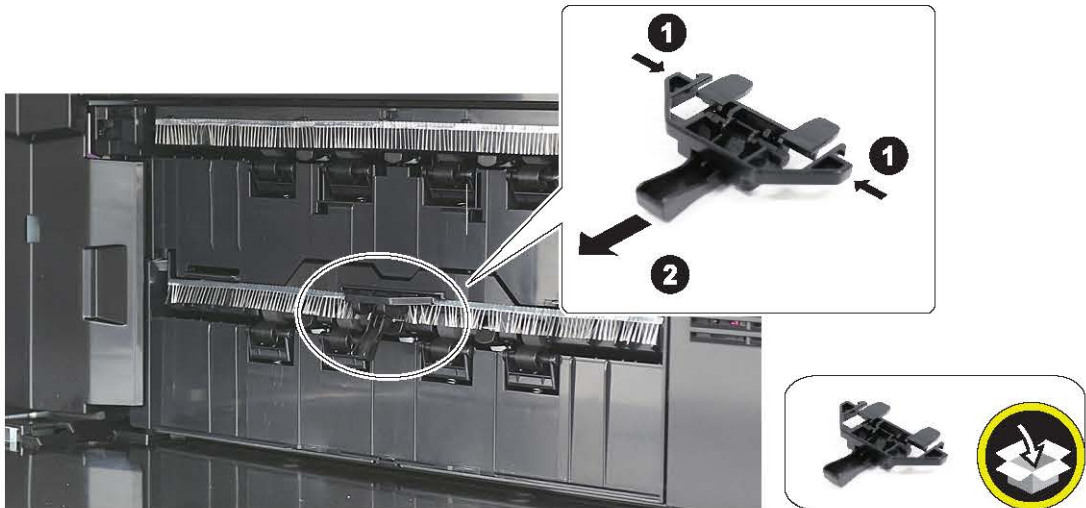
□  
4.



□  
**5.**



□  
**6.**



□  
7.

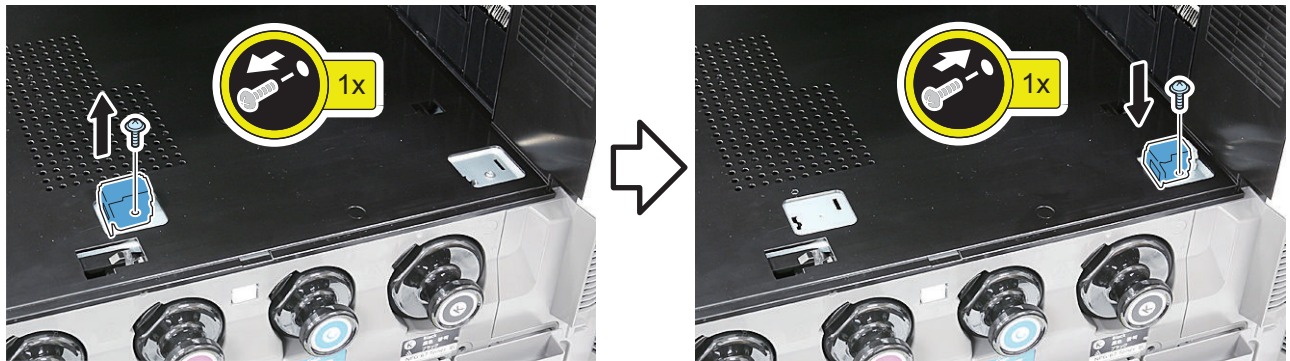
**CAUTION:**  
Do not drop the screw into the Host Machine.



□  
8.

**CAUTION:**

Do not drop the screw into the Host Machine.

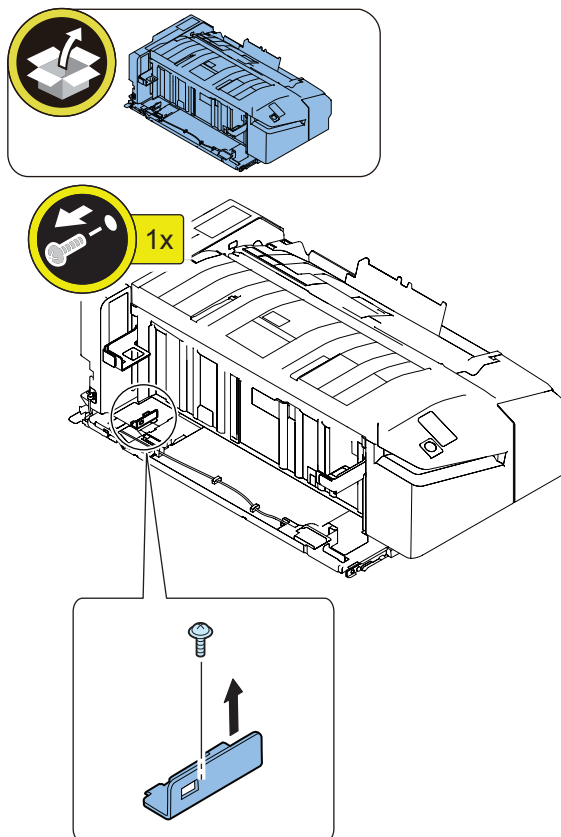


## ■ Installing This Equipment

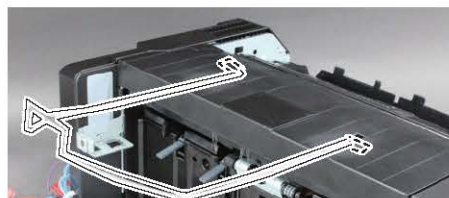
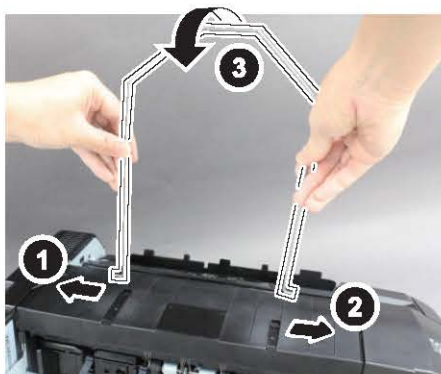
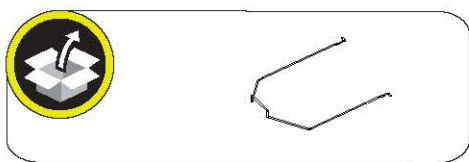
□  
1.

**NOTE:**

The removed impact absorbing materials shall be stored to reuse for transportation in case of transference and the repair of this equipment.



□  
2.

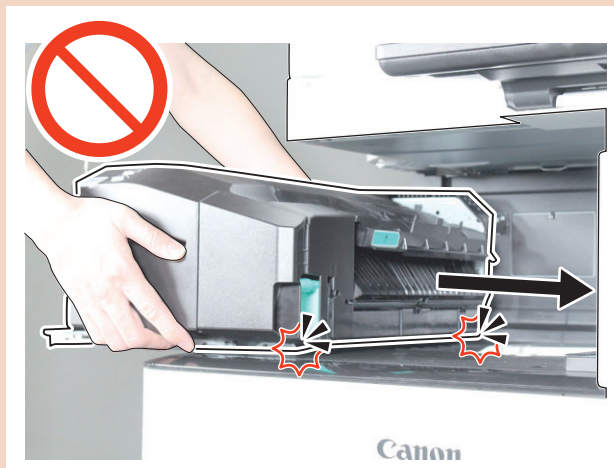


□  
3.

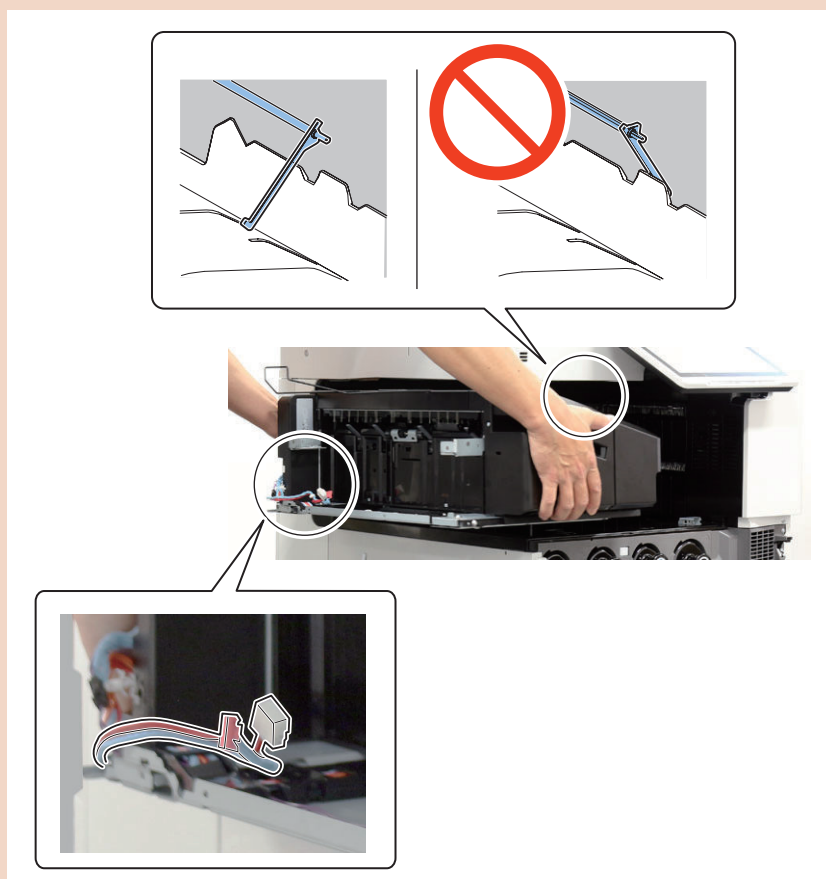
**CAUTION:**

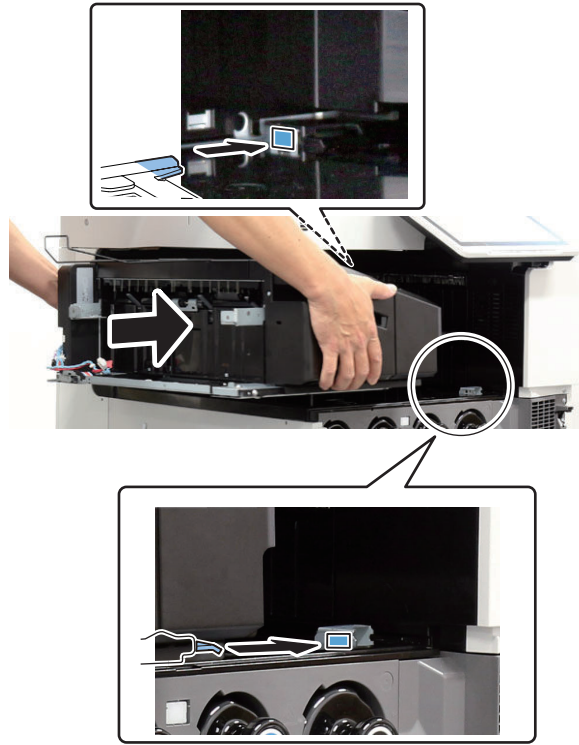
When installing the Inner Finisher to the Host Machine, be careful of the following points.

- Do not slide the Inner Finisher on the inner part of the Host Machine nor bump the Inner Finisher to the covers of the Host Machine. Doing those may cause damage to the exterior of the Host Machine.

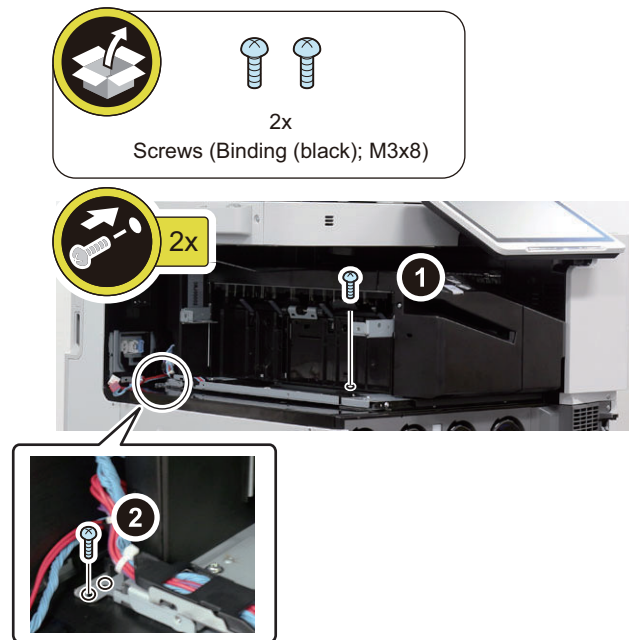


- Do not put the Harness of the Inner Finisher and Sensor Flag between the Inner Finisher and Host Machine.





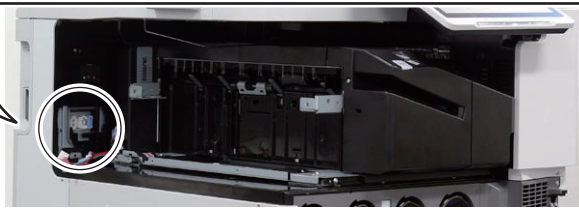
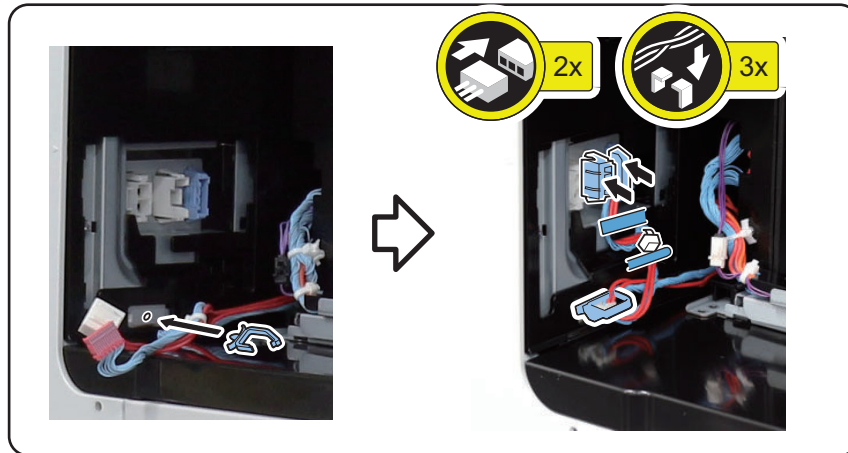
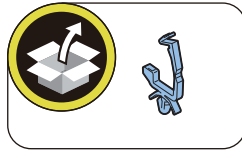
□  
4.





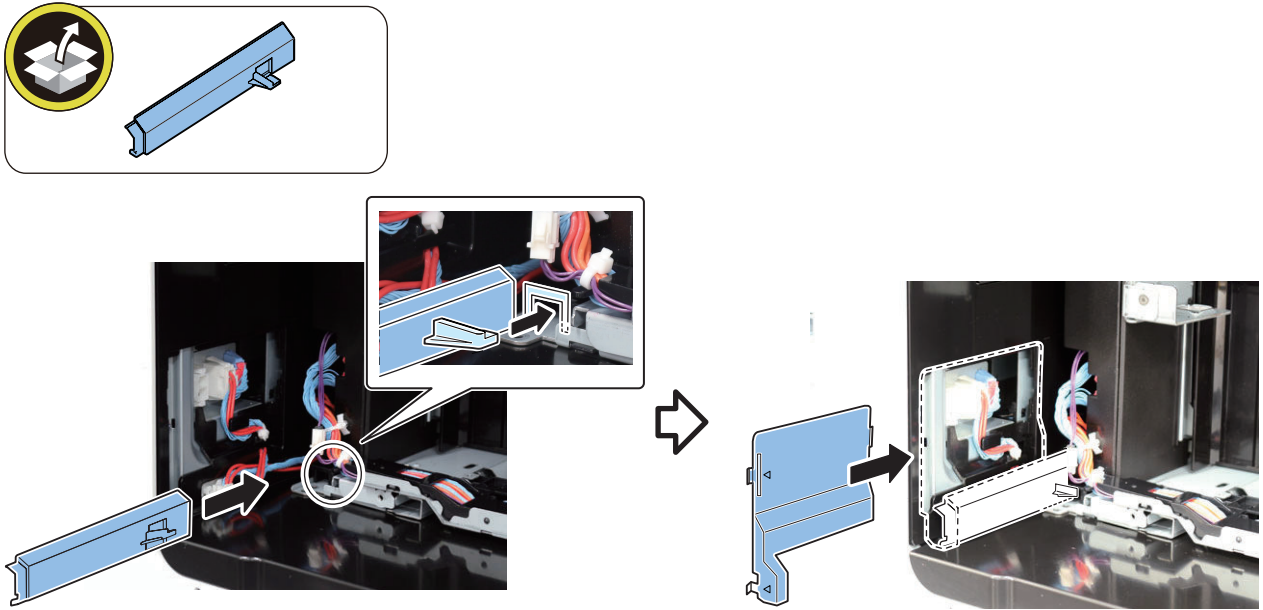
□  
**5.**

**NOTE:**  
Secure the Harness Band to the position in the figure below.

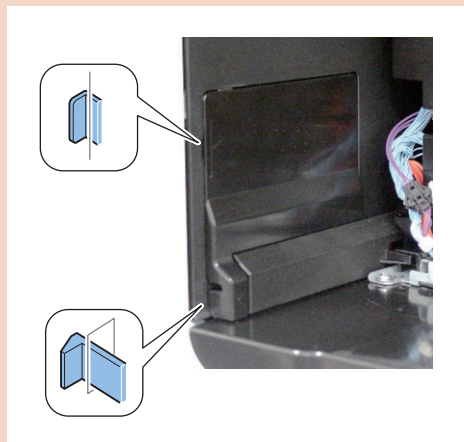


□  
6.

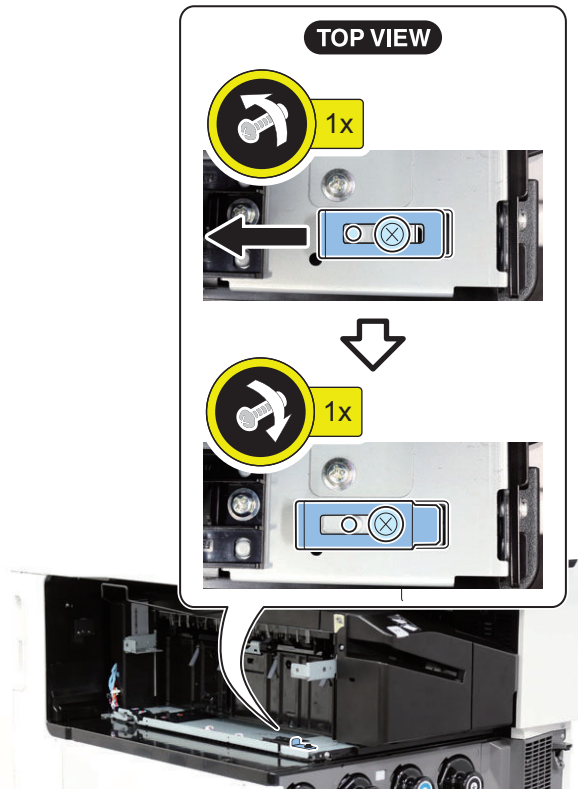
**NOTE:**  
Install the cover removed at Step 5 in "Preparation for Host Machine".



**CAUTION:**  
Confirm that the 2 hooks are fitted as shown in the figure.



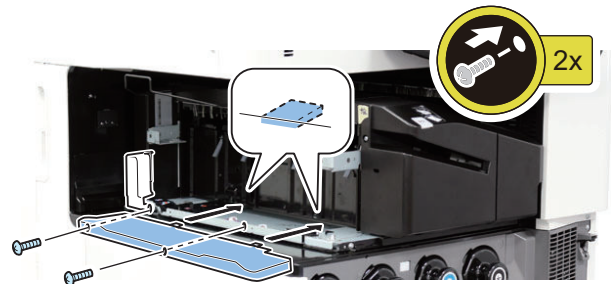
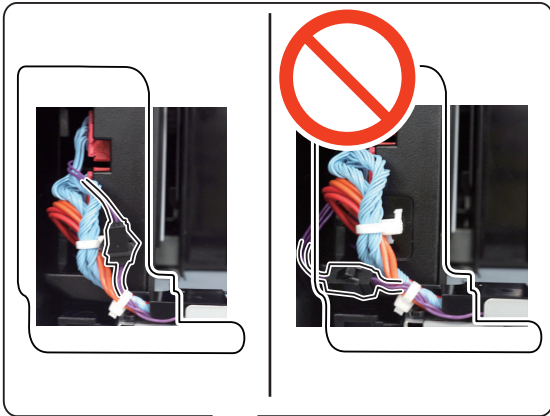
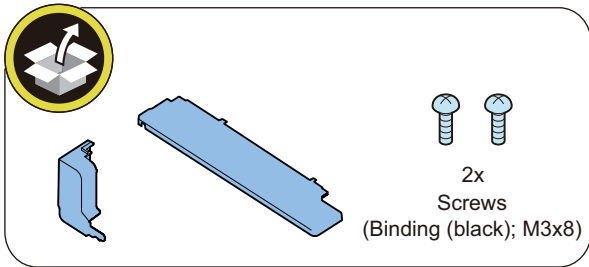
□  
7.



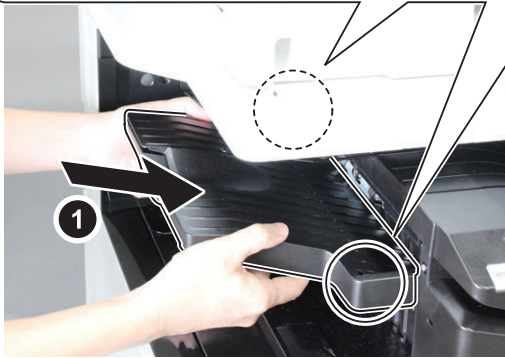
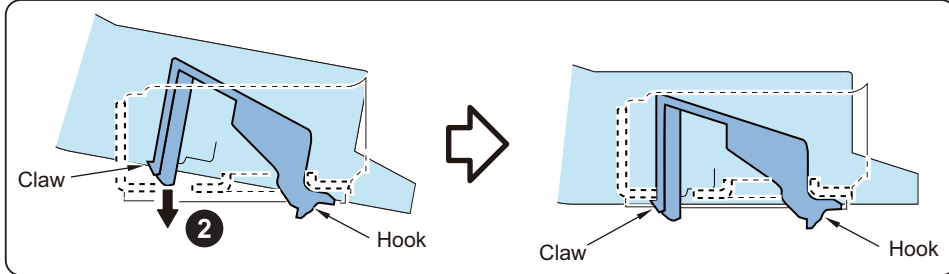
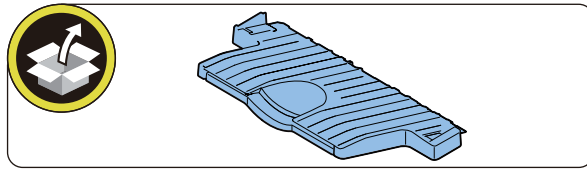
□  
8.

**CAUTION:**

Before installing the Harness Cover 2, check that the connector is positioned as shown in the figure.

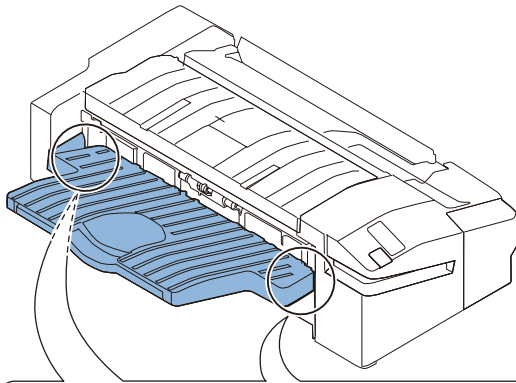


9.

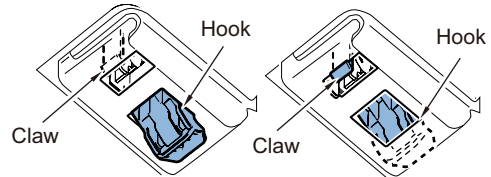
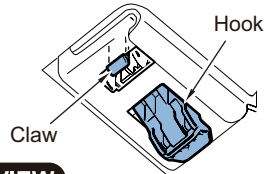


**CAUTION:**

Check that the Stack Tray is properly installed. If the installation fails, error; E540-8001/8002 may occur at power ON.



**BOTTOM VIEW**



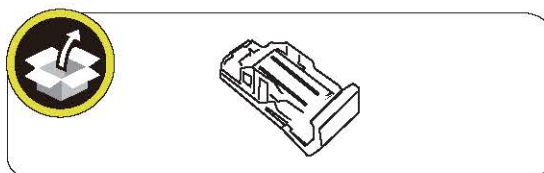
□  
10.



□  
11.







□  
12.



## Checking after Installation

### ■ Disposal Parts

1. Following disposal parts are remained after the installation.

<input type="checkbox"/> [1]  1x	<input type="checkbox"/> [2]  1x (Installed in the host machine)	<input type="checkbox"/> [3]  1x
<input type="checkbox"/> [4]  Screw (TP; M3x8) 1x		

### ■ Operation Checks

- 
1. Connect the power plug of the Host Machine in the outlet.
- 
2. Turn ON the main power of the Host Machine.
- 
3. If a message appears prompting the user to update the firmware, press [Update] to automatically update the firmware of this equipment.

**NOTE:**

If [Skip] is selected, a message will appear every time when the Host Machine turns ON prompting the user to update the firmware. In the service mode (Level 2) shown below, behavior of the message can be changed to be no longer displayed.

(Lv.2):

COPIER > OPTION > FNC-SW > VER-CHNG

- 
4. Confirm the operation of Inner Finisher is normal at its paper transportation, staple mechanism, etc.

## Staple Finisher-AE1/Booklet Finisher-AE1

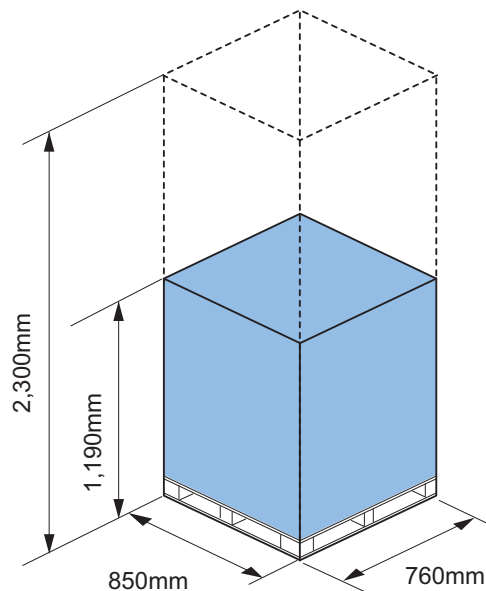
### ● Checking Before Installation

The following conditions are required for the installation site.

Therefore, it is recommended to see the installation site in advance before delivering this Equipment to the user's site.

#### ■ Checking the Unpacking Space

Be sure to unpack this equipment according to the illustrations in a wide area where there is enough space around it.



#### ■ Points to Note on Installation

- Illustrations used in this procedure are those of the Booklet Finisher unless otherwise specified.
- Refer to "Order of Installation of Options" when installing this equipment.
- Since this machine is heavy (Staple Finisher: approx. 30 kg, Booklet Finisher: approx. 53 kg), 2 or more persons are required to install it. Be sure to perform the work in accordance with the standard to handle a heavy load in each country.
- When moving this equipment after having unpacked it, be careful by placing a plate, etc. on areas with steps to prevent the casters from hitting those steps. If the casters hit a step, the casters or the base plate may be deformed.

#### **CAUTION:**

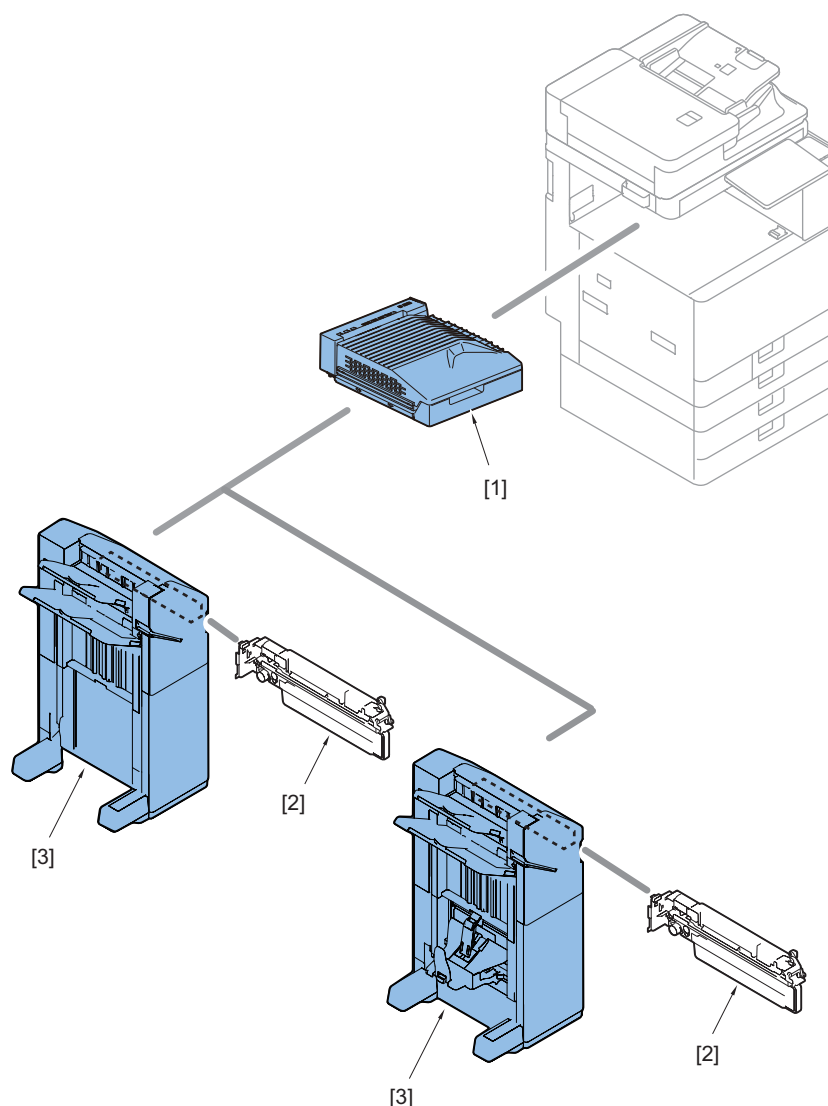
When tightening the screws, do not tighten them too tightly. Otherwise, there is a risk of damage and deformation of screw holes.





## ■ Order of Installation of Options

When installing this equipment together with the other options, first install the host machine and then install options in the following order:



1. Buffer Pass Unit
2. Puncher Unit
3. Staple Finisher / Booklet Finisher

## ■ Product Name

Safety regulations require the product's name to be registered. In some regions where this product is sold, the following names may be registered instead.

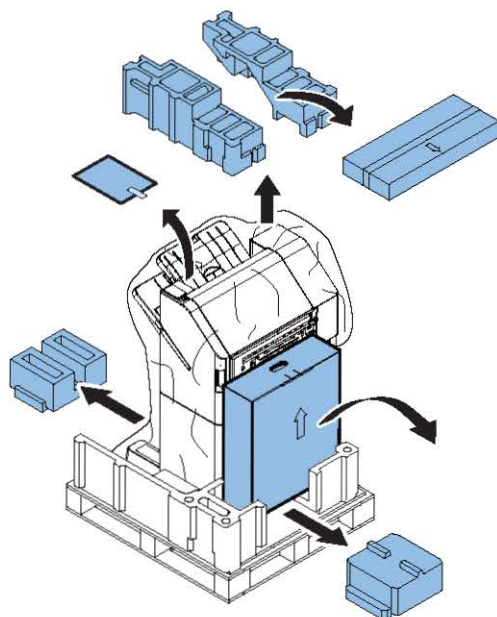
- F281341
- F281342
- F281138

## ● Unpacking

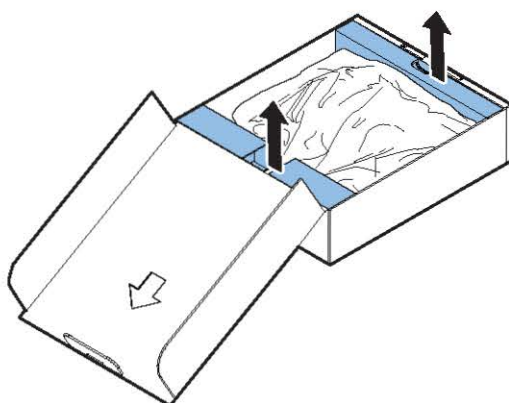
### NOTE:

This equipment is packed using tapes, fixings and cushioning materials to be protected against vibration and shock during transportation. Be sure to remove them before starting to install this equipment.

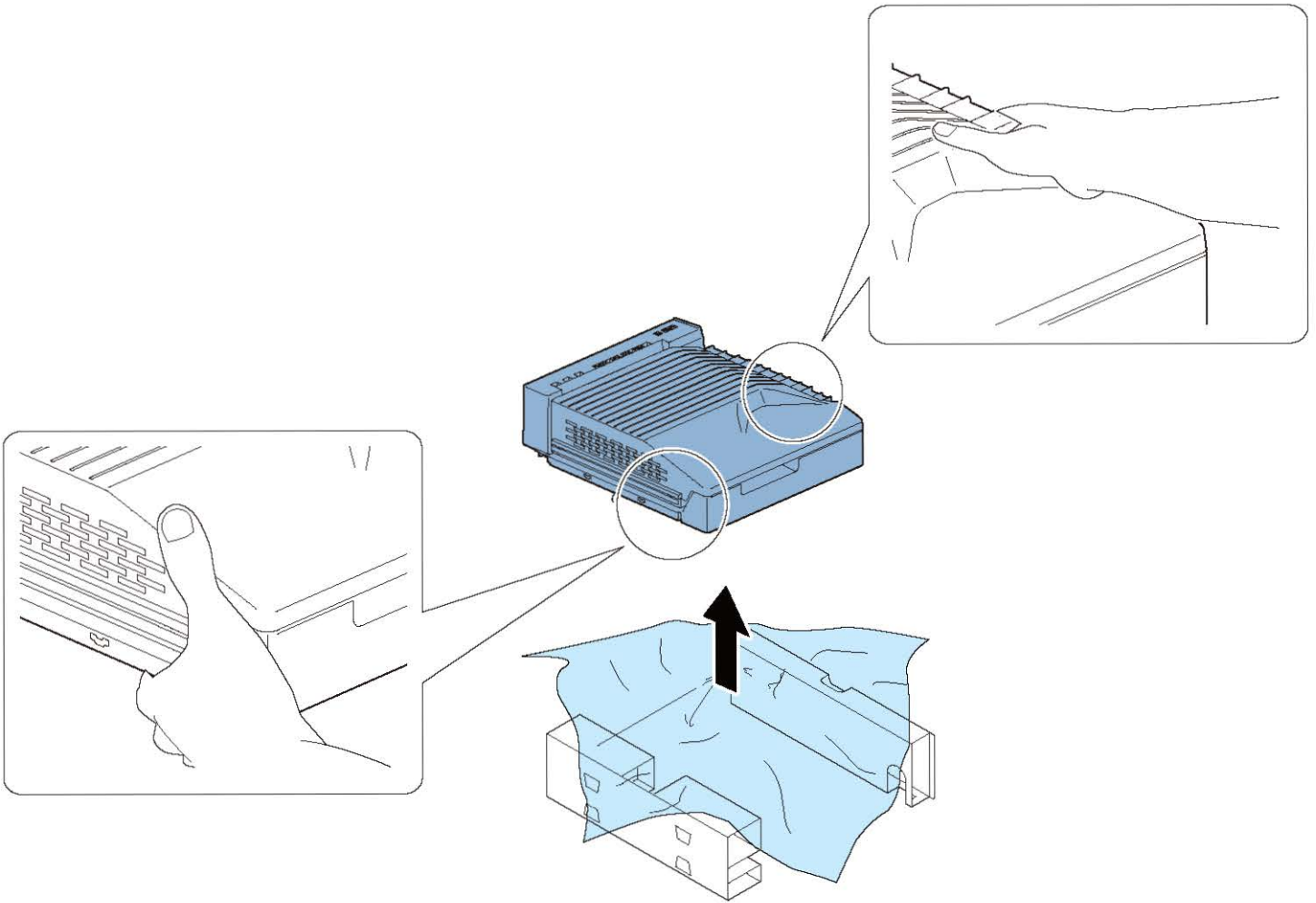
□  
**1.**



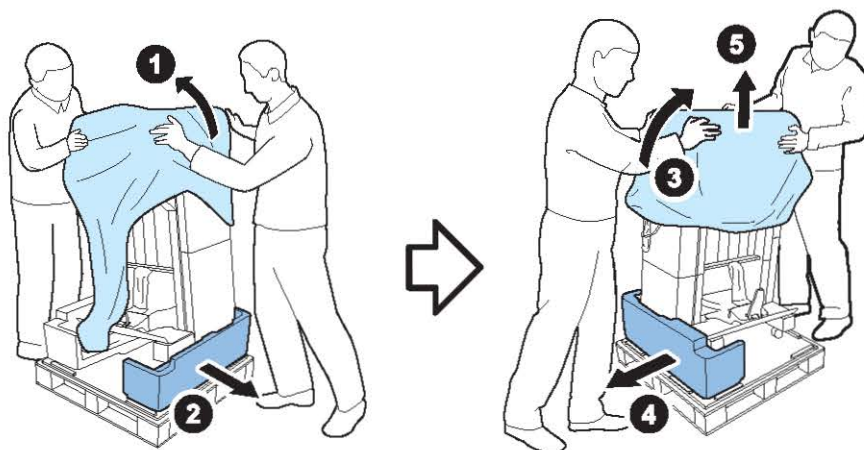
□  
**2.**



□  
**3.**

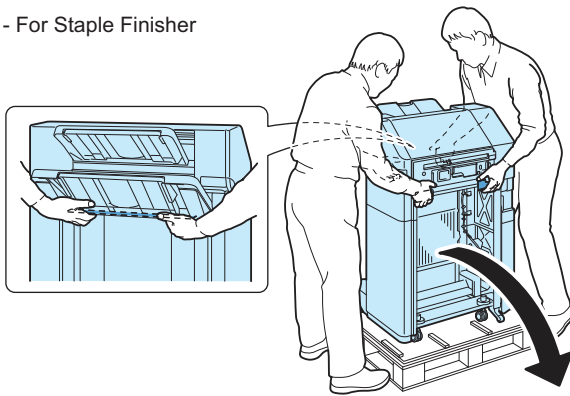


□  
**4.**

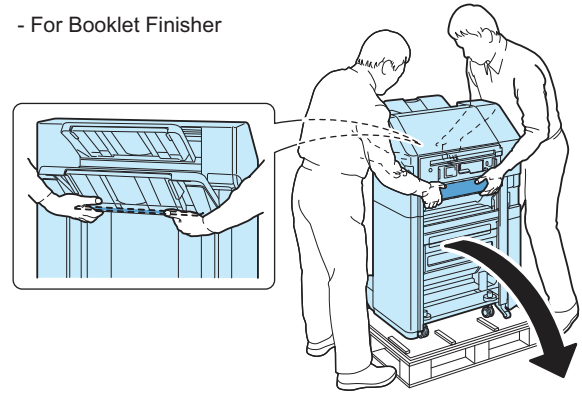


□  
**5.** Hold the specified parts as shown and unload the Finisher.

- For Staple Finisher



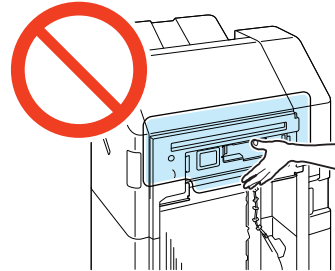
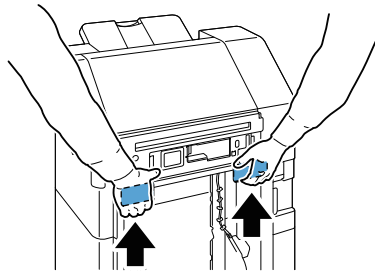
- For Booklet Finisher



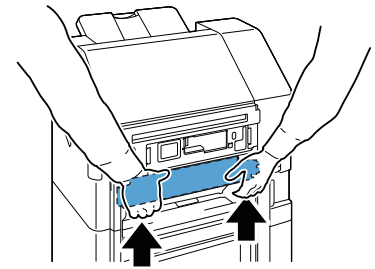
**CAUTION:**

Hold the specified parts as shown and do not hold the other parts to lift up the finisher.

- For Staple Finisher

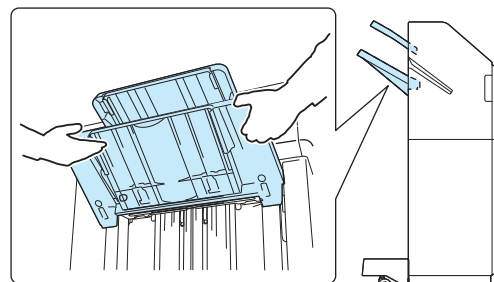
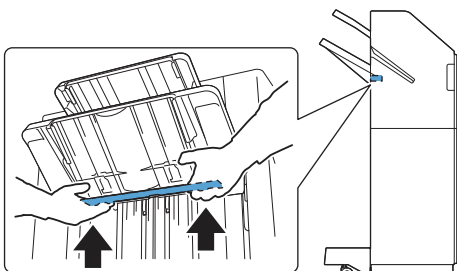


- For Booklet Finisher



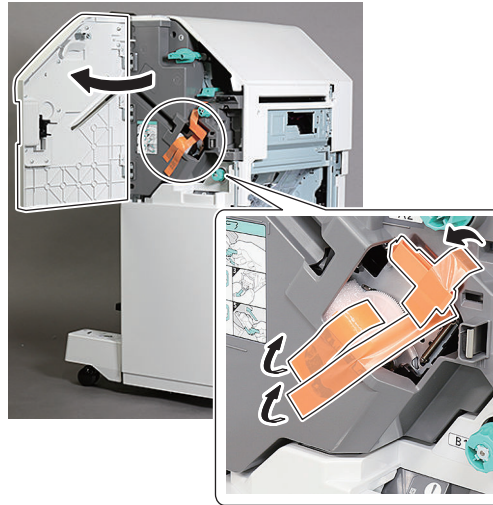
**CAUTION:**

Hold the metal part as shown and do not hold the other tray parts.

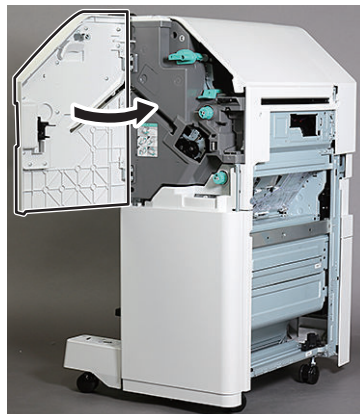


**6.** Remove all the tapes and cushioning materials outside this equipment.

**7.**

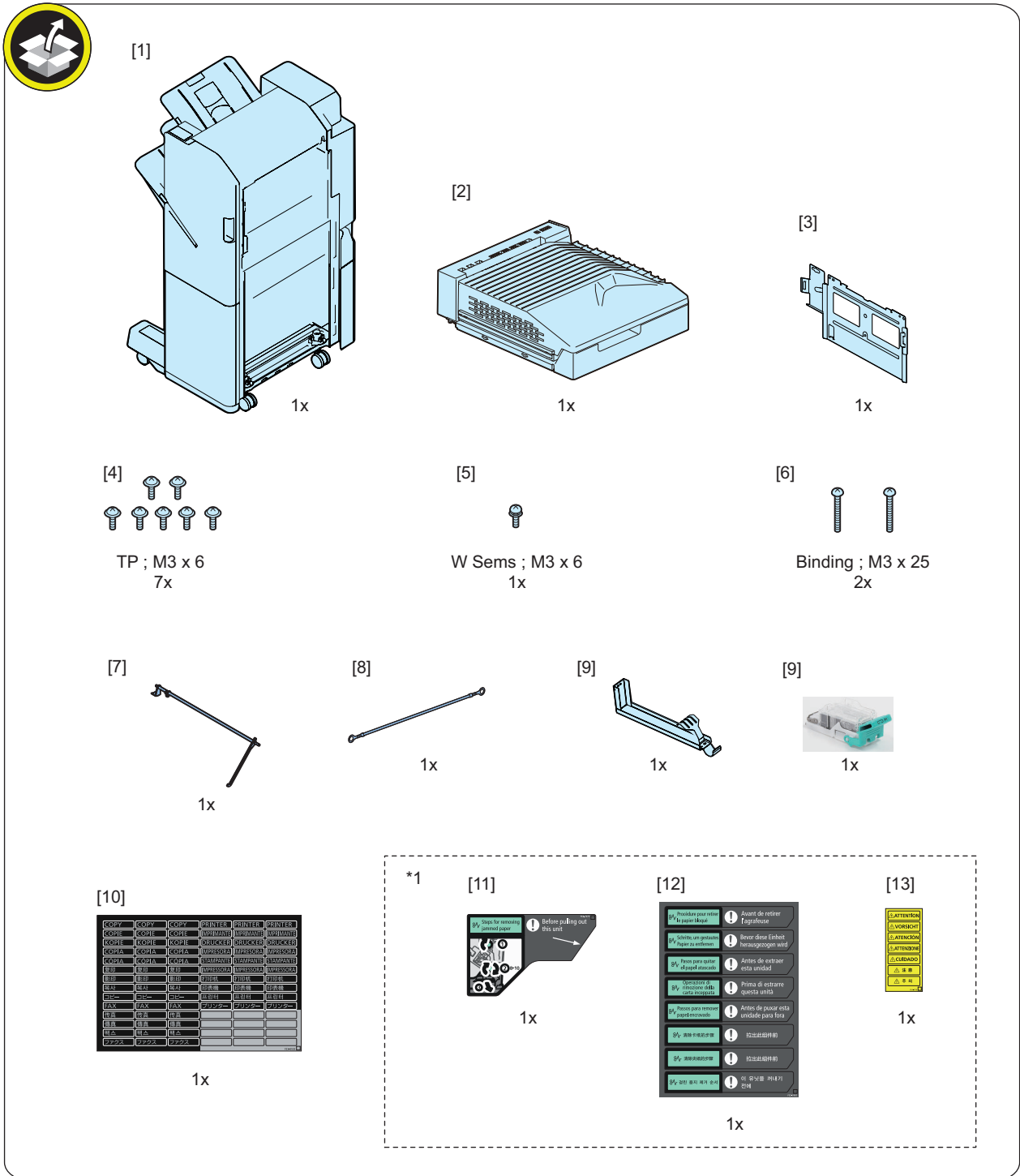


**8.**



## Checking the Contents

Check that none of the included parts is missing.



**NOTE:**

\*1 :Booklet Finisher only

<Others>

Other bundled items such as leaflets, etc.

## Installation Procedure

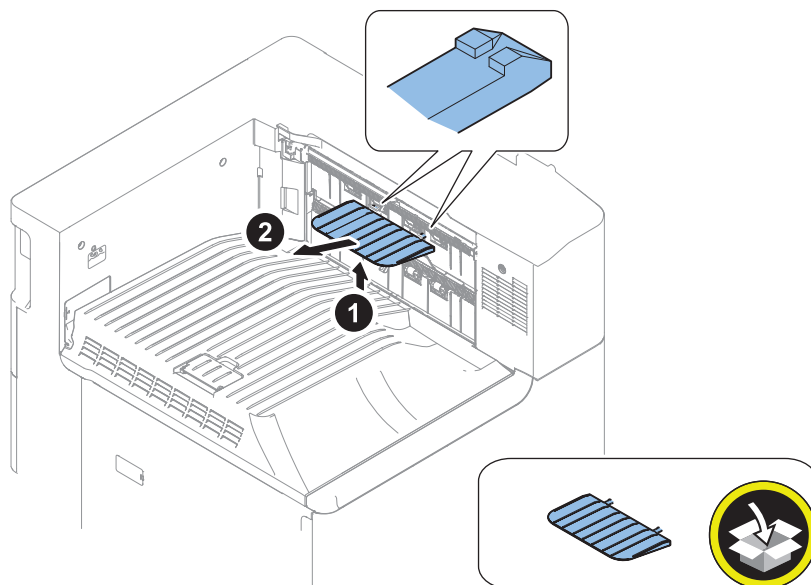
**CAUTION:**

Check that the main power switch is OFF and the power plug is disconnected from the outlet.

## ■ Preparing the Host Machine for Installation

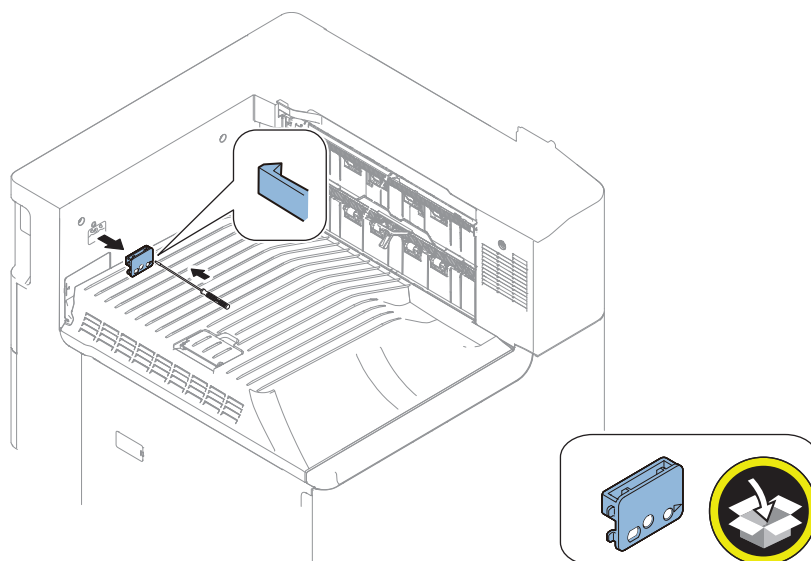
□

**1.** When the tray is installed, remove it.

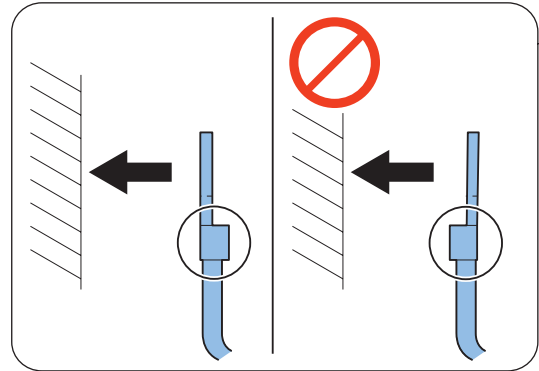
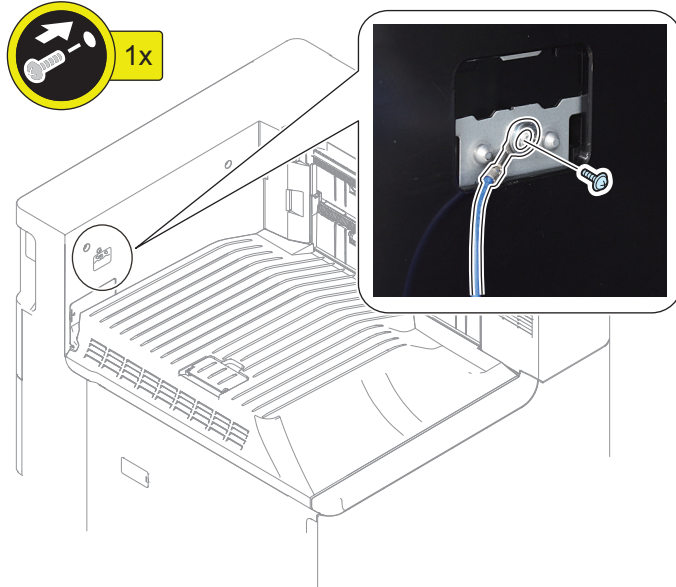
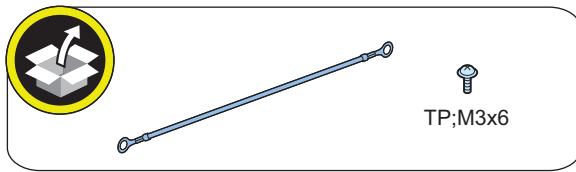


□

**2.**

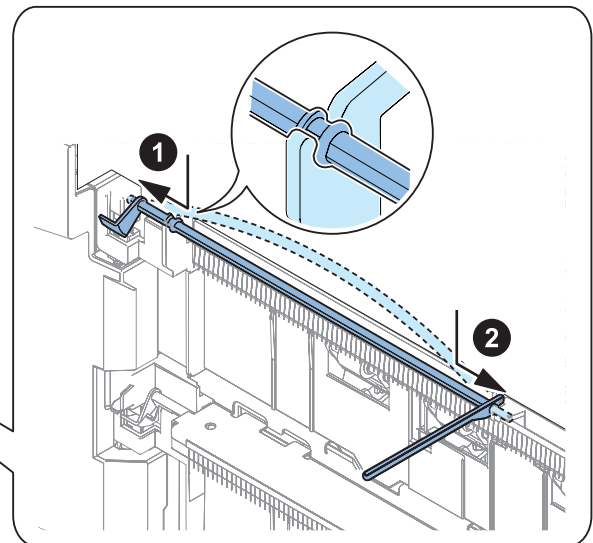
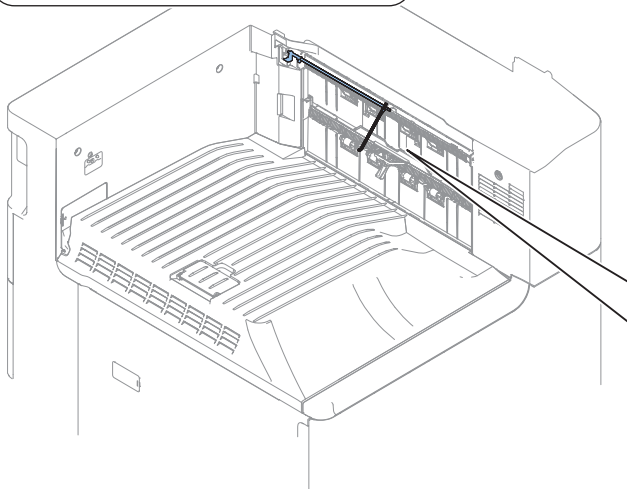
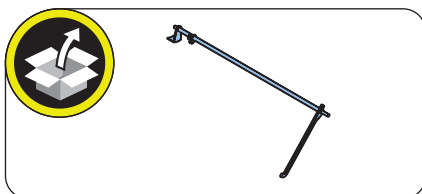


□  
3.



□  
4.

**NOTE:**  
Check that the Sensor Flag operates smoothly.

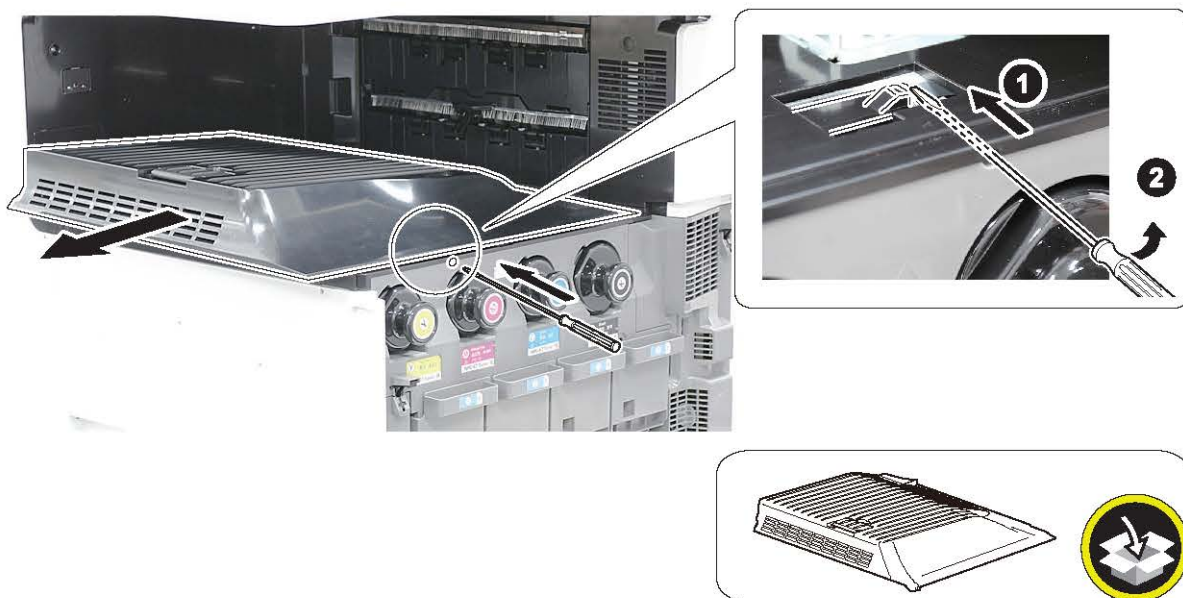




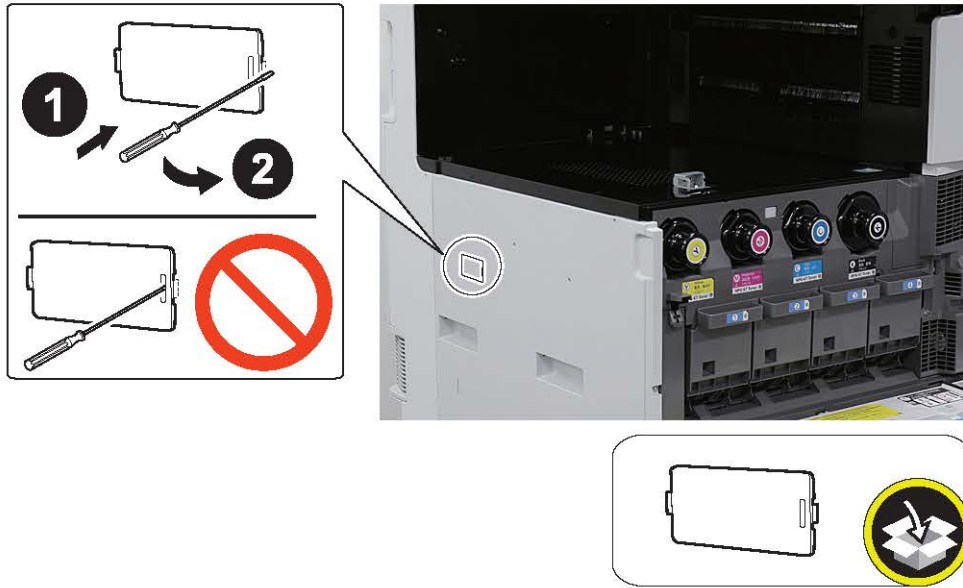
□  
**5.**



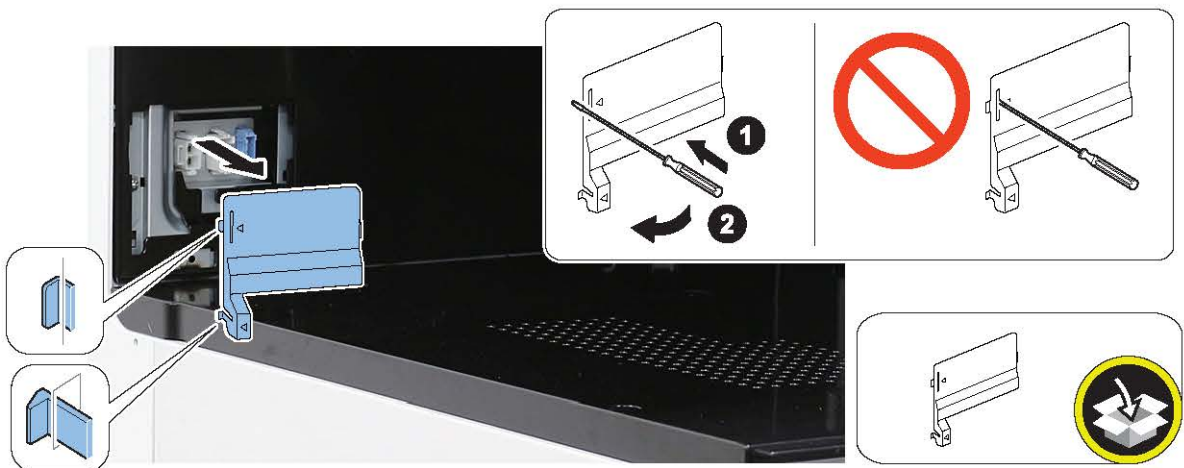
□  
**6.**



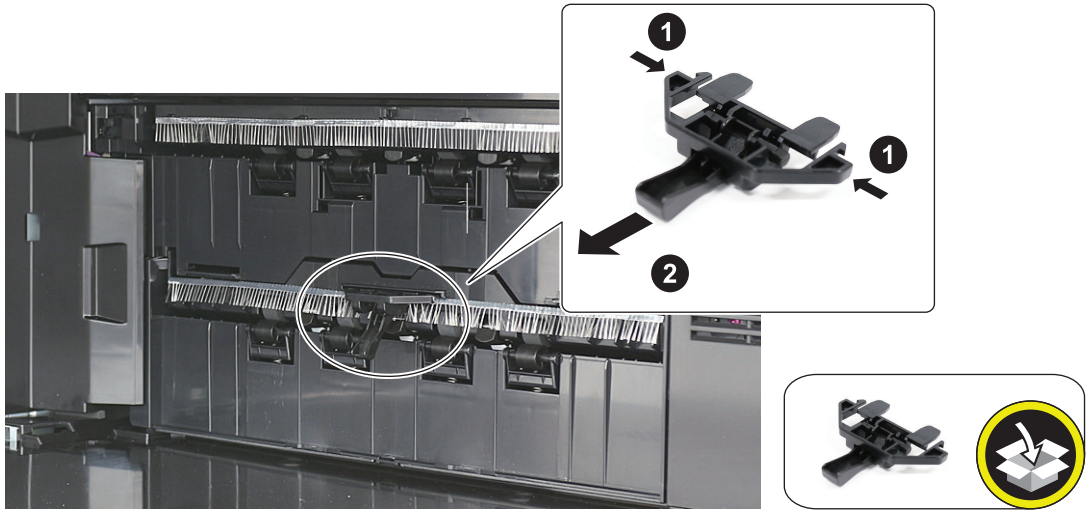
□  
7.



□  
8.



□  
9.



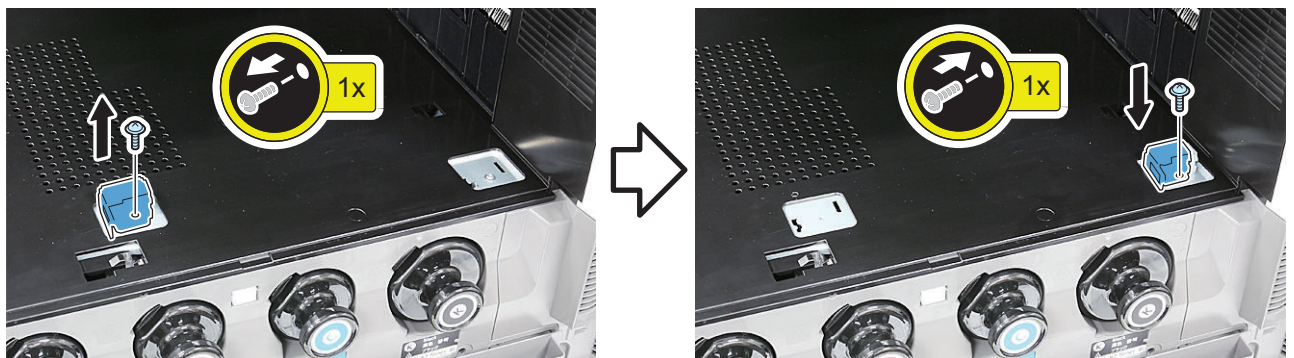
□  
10.

**CAUTION:**  
Do not drop the screw into the host machine.



□  
11.

**CAUTION:**  
Do not drop the screw into the host machine.

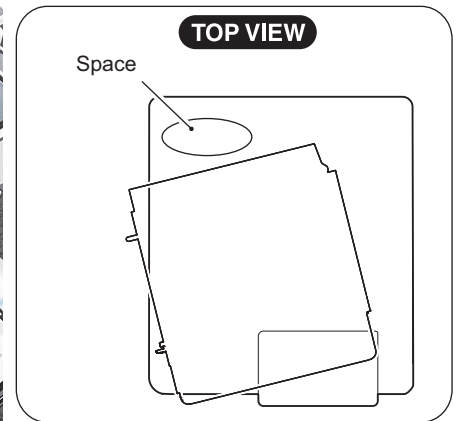
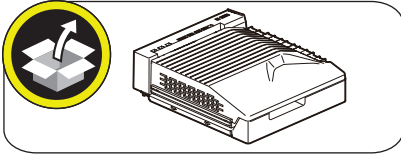


## ■ Installation of Buffer Pass Unit

□  
1.

**CAUTION:**

Do not give a damage on delivery area of the host machine.



**NOTE:**

Make sure there is enough space to connect the connector.

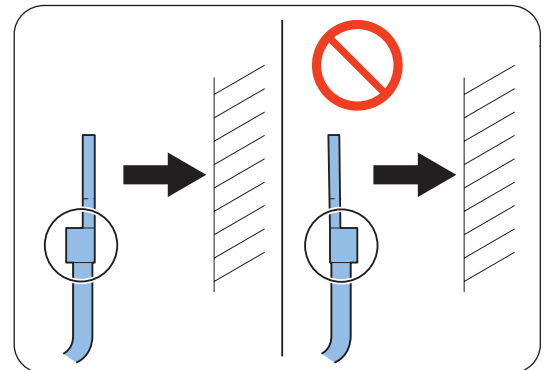
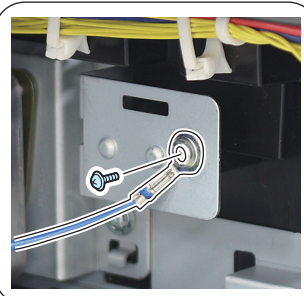
□  
2.



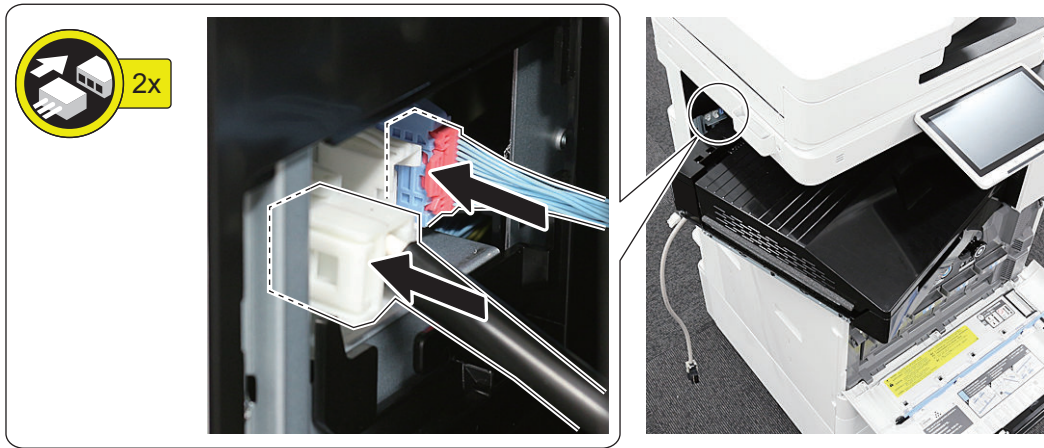
TP;M3x6



1x



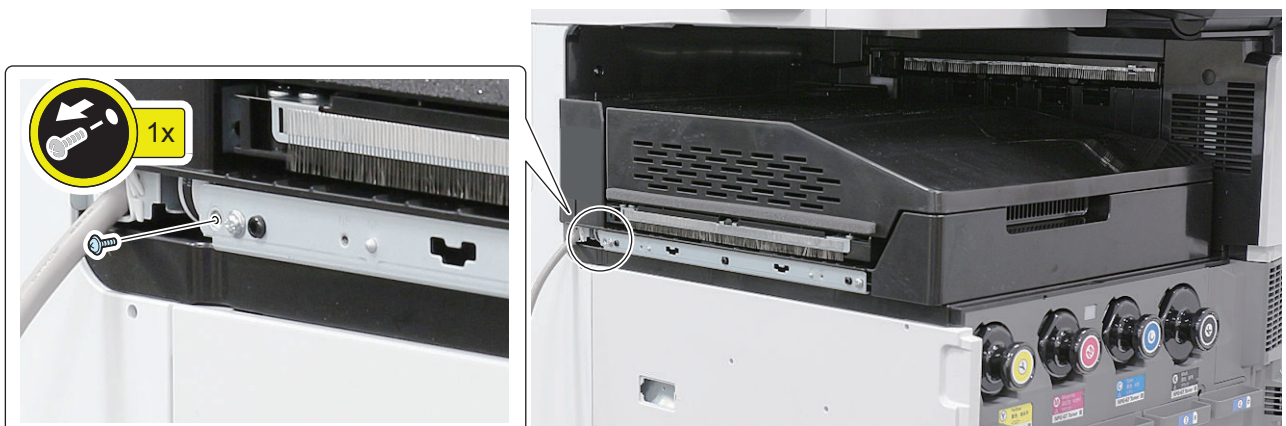
□  
3.



□  
4.



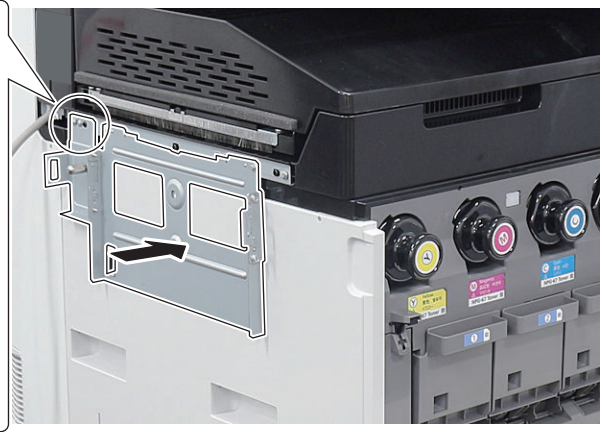
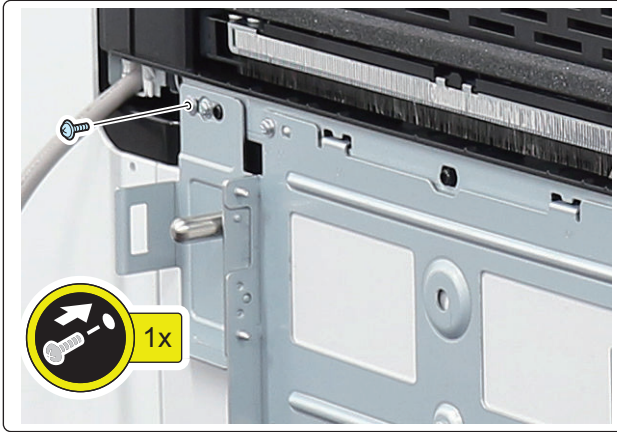
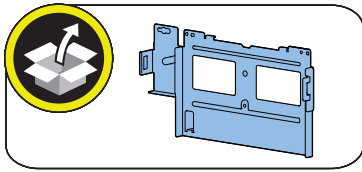
□  
5.



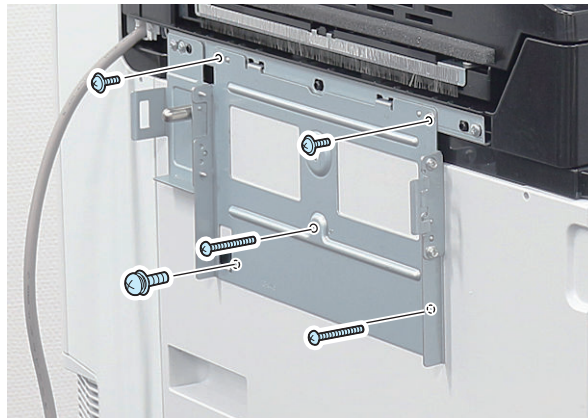
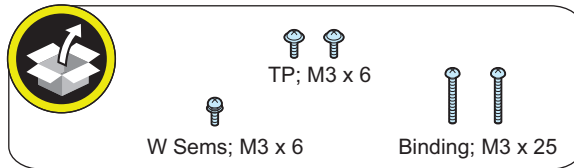
**NOTE:**  
The removed screw will be used in a later step.



**6.** Fix the screw removed in previous step to the original position.



**7.**

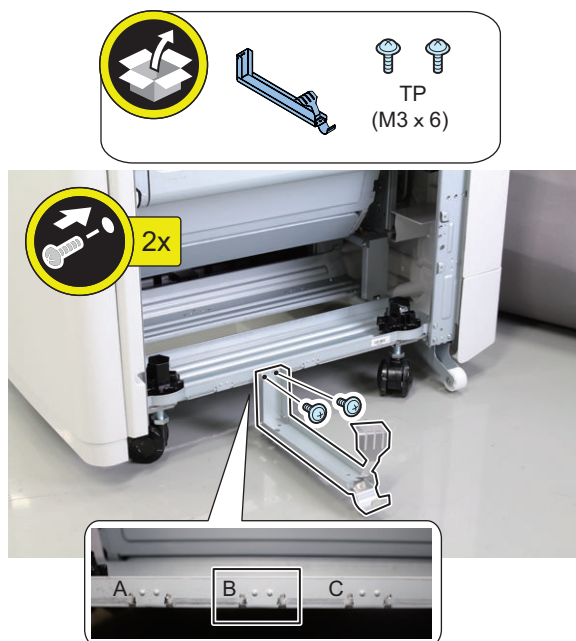


□  
8.



■ Preparing The Finisher for Installation

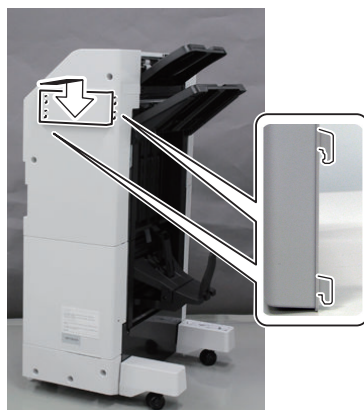
□  
1.



**NOTE:**  
Install the Ground rail to the position [B].

□

2. When the Service Book Holder has already been installed in the host machine, relocate it to the Finisher.



## ■ Connecting to Host Machine

□

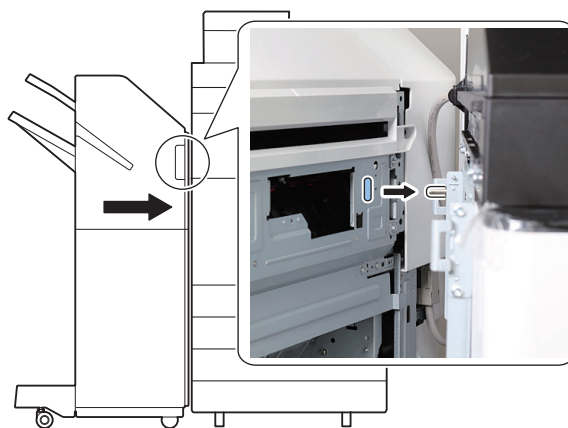
- 1.

### ⚠ CAUTION:

When connecting the Interface Cable, be sure to turn off the host machine and disconnect its power cable from the outlet.



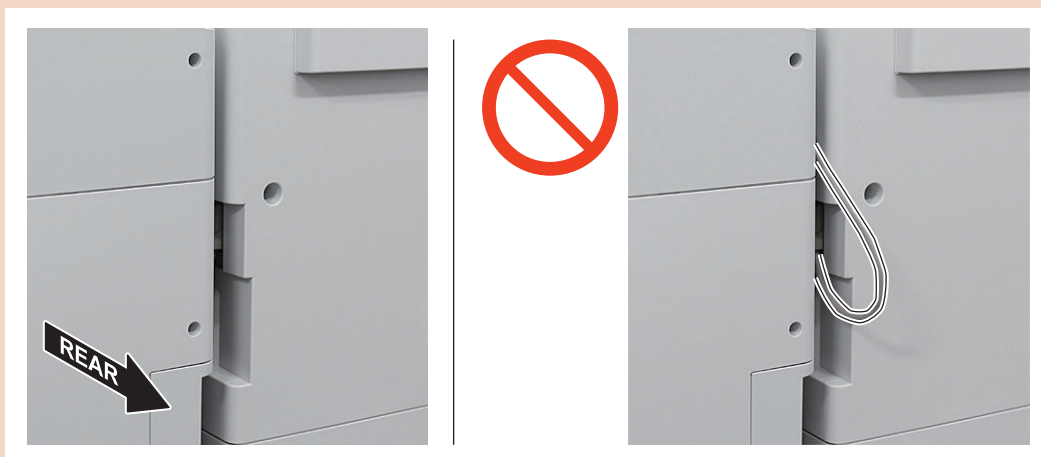


□  
2.**NOTE:**

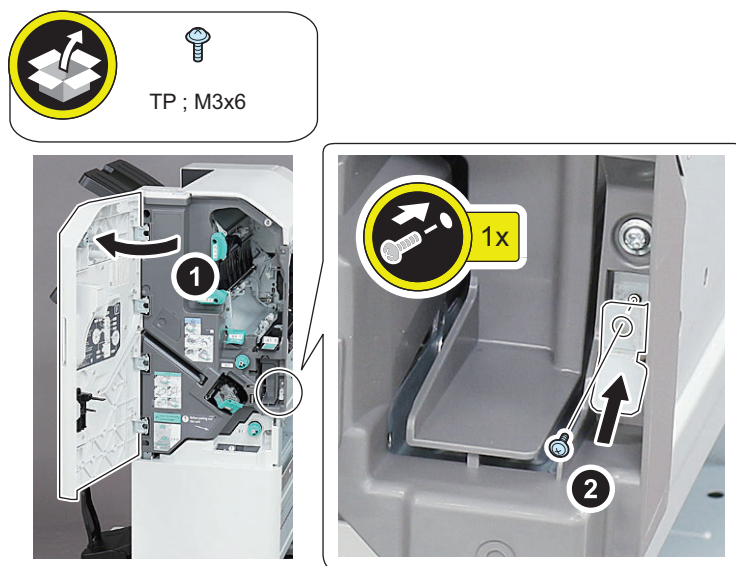
If the positioning pin of the Buffer Pass Unit is not fitted the positioning hole on the Finisher, carry out the adjustment described in [“Adjusting the Height”](#) on page 440.

**CAUTION:**

Handle the interface cable so that it does not sag to prevent accidental catching.



□  
**3.**



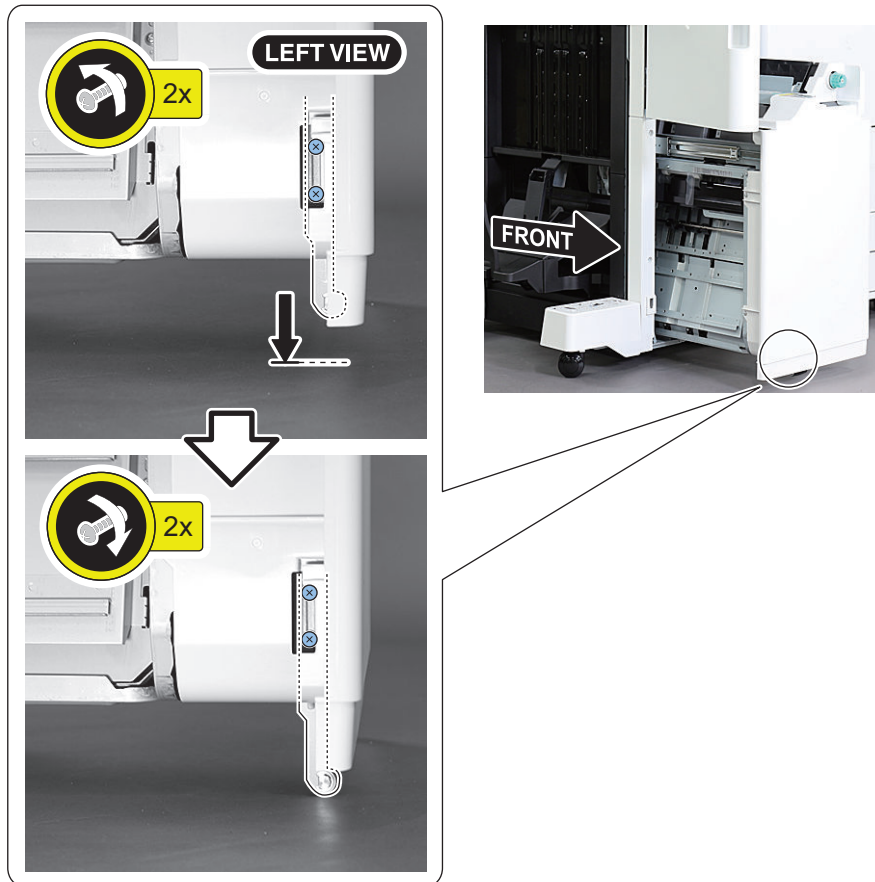
□  
**4.**

**4.** Pull out the Saddle Unit about 150mm. (Booklet Finisher only)



□

- 5.** Loosen 2 screws, and then fix the Saddle Unit Auxiliary Caster so that its Caster can touch the floor. (Booklet Finisher only)

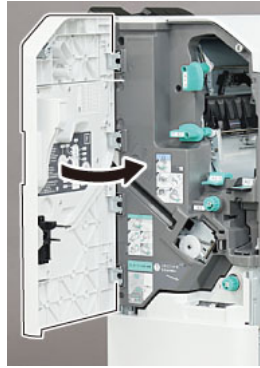


□

- 6.** Close the Saddle Unit. (Booklet Finisher only)



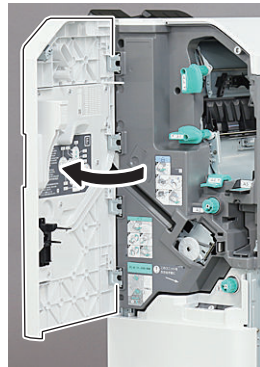
□  
**7.**



## ● Affixing the Labels

### ■ Affixing the Jam Label / Saddle Caution Label (Booklet Finisher only)

□  
**1.**

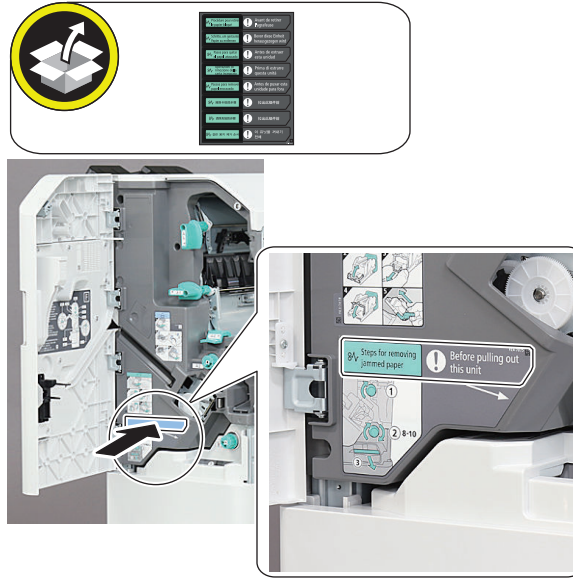


□  
**2.**

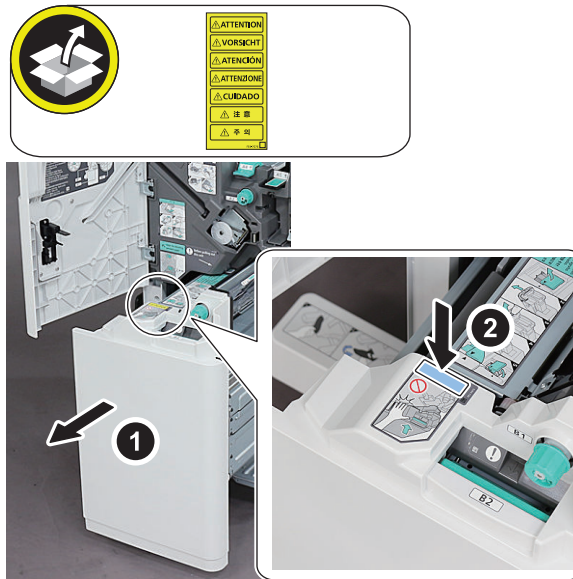




**3.** Affix the label in the appropriate language.



**4.** Affix the label in the appropriate language.

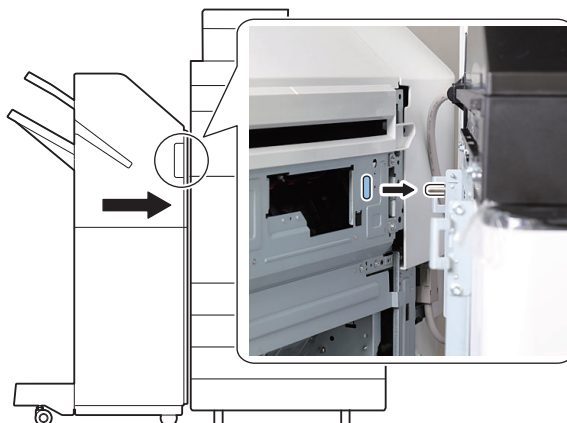




## ■ Checking the Height



1. Check the difference in height between the Finisher and the host machine. Make sure that the pin of the Buffer Pass Unit inserts into the hole of the Finisher.



2. When the adjustment of height is necessary, make adjustment by referring the [“Adjusting the Height”](#) on page 440.

**NOTE:**

When the adjustment of height is not necessary, proceed to the [“Checking the Difference in Tilt”](#) on page 443.

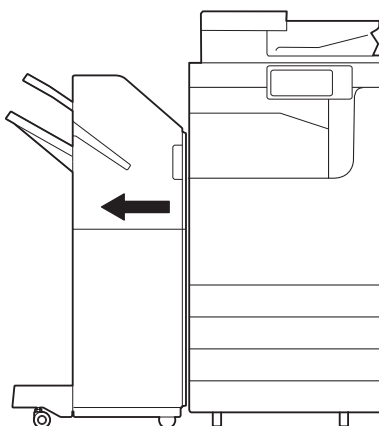
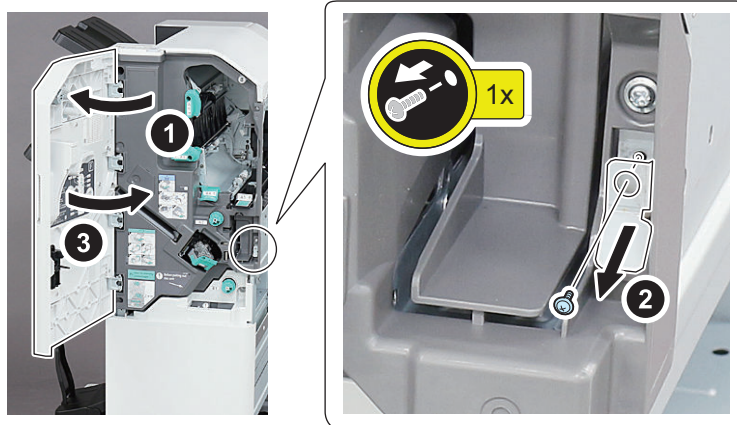
## ■ Adjusting the Height



1. When it is fixed to the host machine, it is detached by approx. 150 mm.

### ⚠ CAUTION:

Be careful with the interface cable when detaching.



2. Remove the Caster Covers (front/ rear).



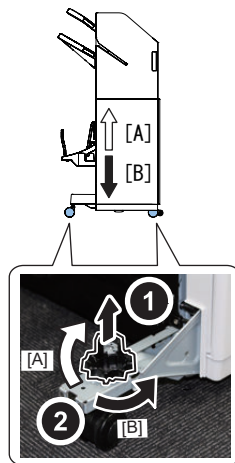
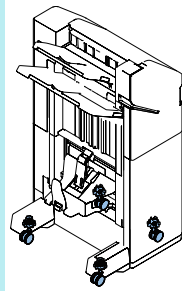




3. Turn the adjustment dial of the caster in the direction of the arrow by lifting the dial upward a little to adjust the height.

**NOTE:**

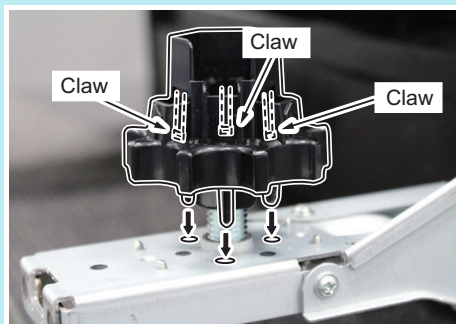
Adjust the height at 4 casters.



- To increase the height of the Finisher, turn the dial in the direction of arrow [A].
  - To decrease the height of the Finisher, turn the dial in the direction of arrow [B].
- A full turn of the adjustment dial changes the height of the Finisher by approx. 2.0 mm.

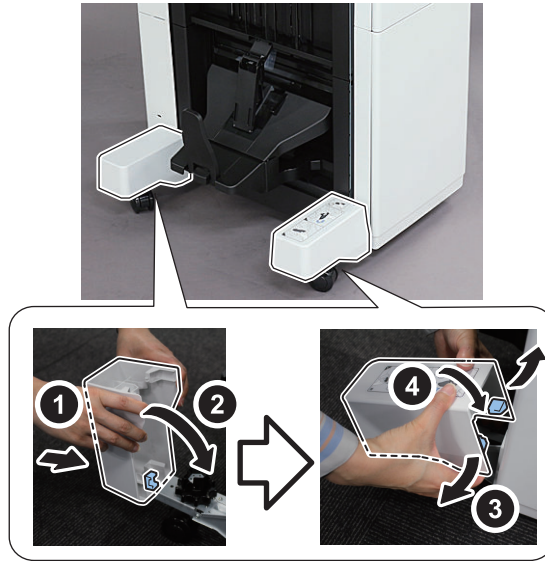
**NOTE:**

If the adjustment dial keeps lifting upward, lower the adjustment dial by releasing three claws. And be sure to insert the three pins of the adjustment dial to the hole of the caster support plate.

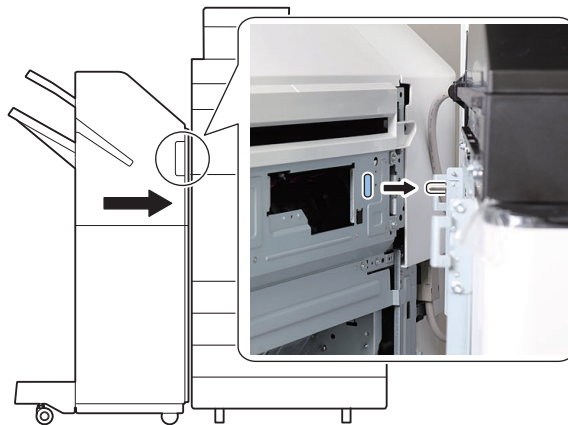




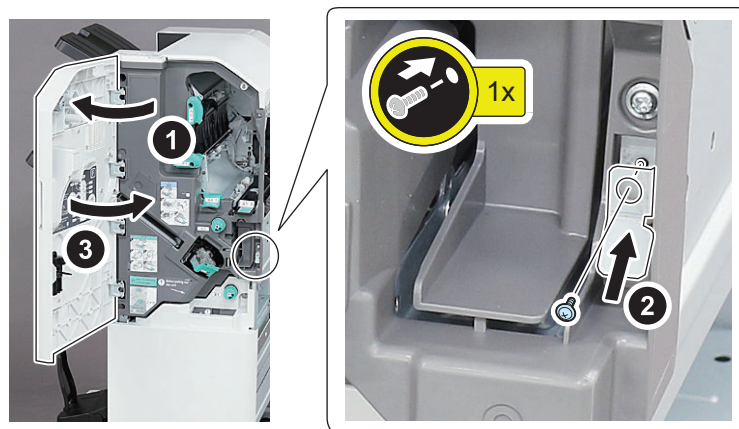
**4. Install the Caster Covers (Front / Rear).**



**5. Install the Finisher to the host machine.**



**6. Fix to the host machine.**

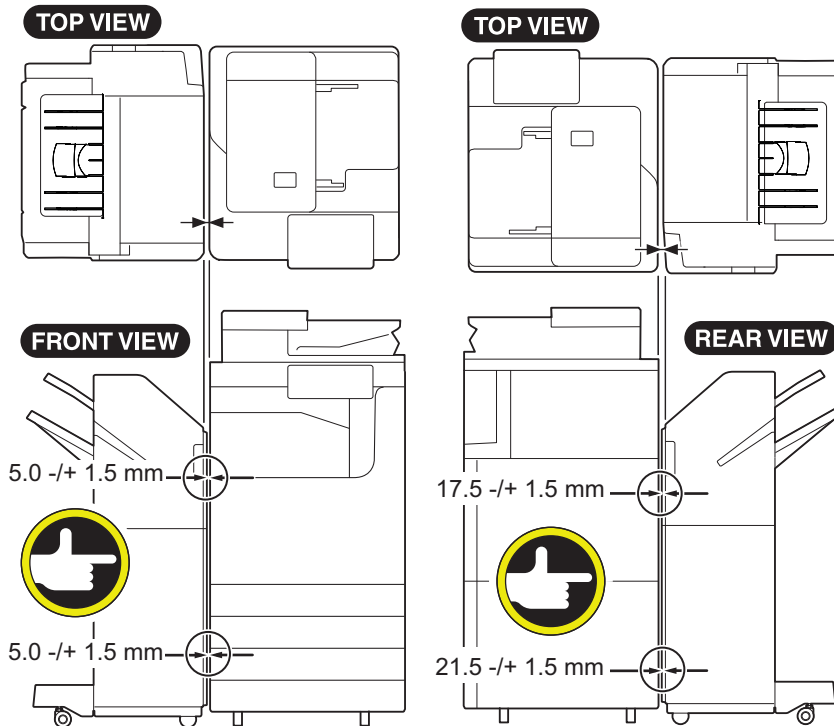


## ■ Checking the Difference in Tilt



1. Check the relational tilting amount of the Finisher and the host machine. Make sure that the gap between the right side of the Finisher and the left side of the host machine is within the standard shown in the figure.

In the case the gaps are within the specification, this adjustment is not required.



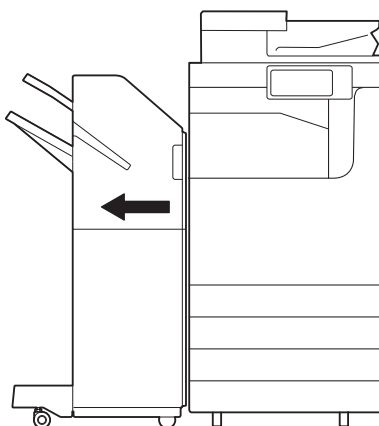
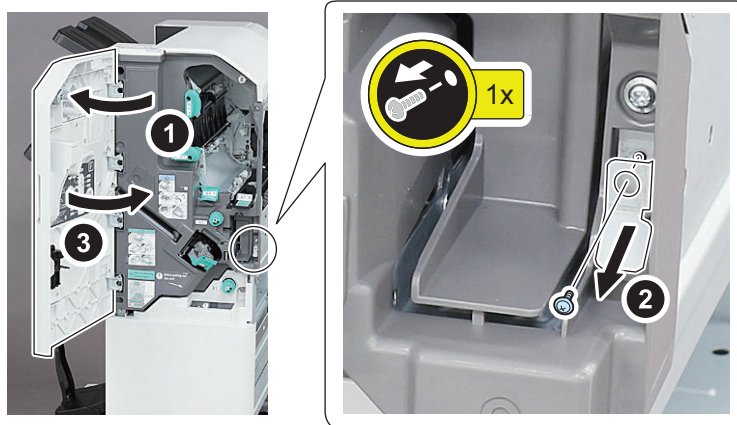
## ■ Adjusting the Tilt



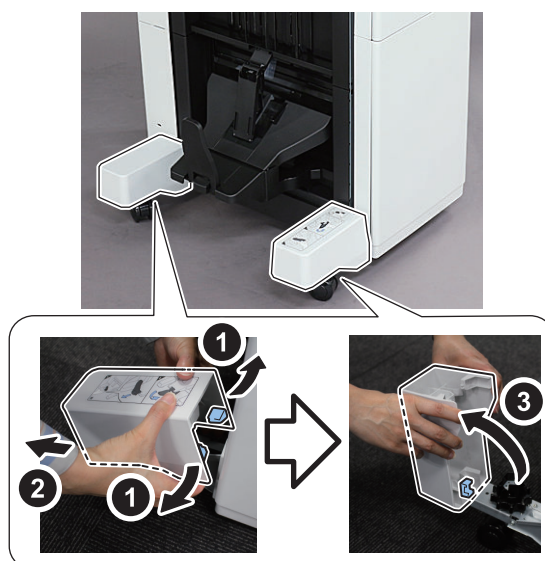
1. When it is fixed to the host machine, it is detached by approx. 150 mm.

### ⚠ CAUTION:

Be careful with the interface cable when detaching.



2. Remove the Caster Covers (Front/ Rear).

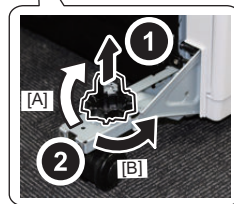
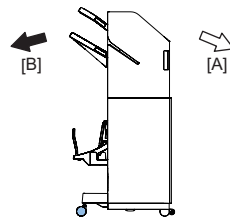
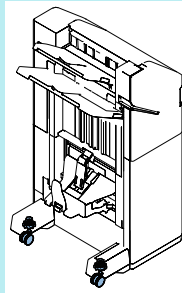




3. Turn the adjustment dial of the caster in the direction of the arrow by lifting the dial upward a little to adjust the tilt.

**NOTE:**

Adjust the tilt at 2 left casters.

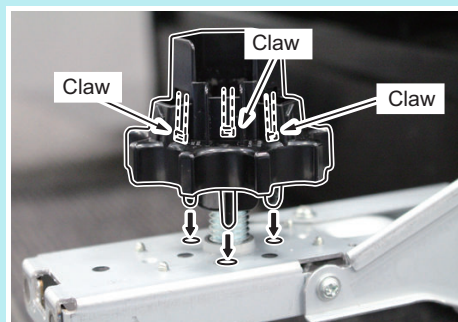


- To tilt the Finisher to the right, turn the dial in the direction of arrow [A].
- To tilt the Finisher to the left, turn the dial in the direction of arrow [B].

A full turn of the adjustment dial changes the height of the Finisher by approx. 2.0 mm.

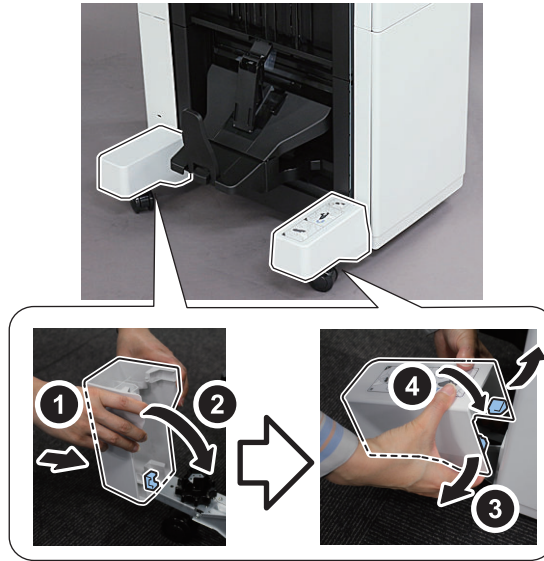
**NOTE:**

If the adjustment dial keeps lifting upward, lower the adjustment dial by releasing three claws. And be sure to insert the three pins of the adjustment dial to the hole of the caster support plate.

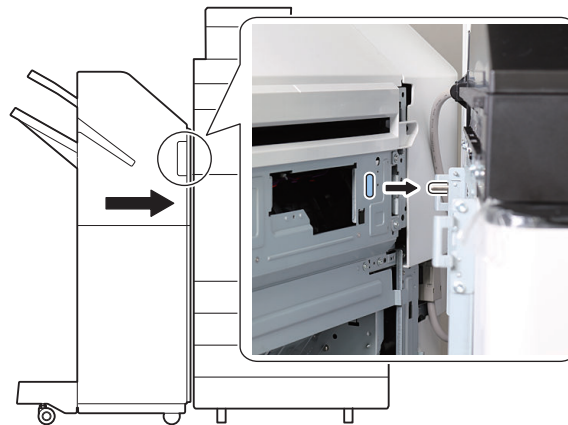




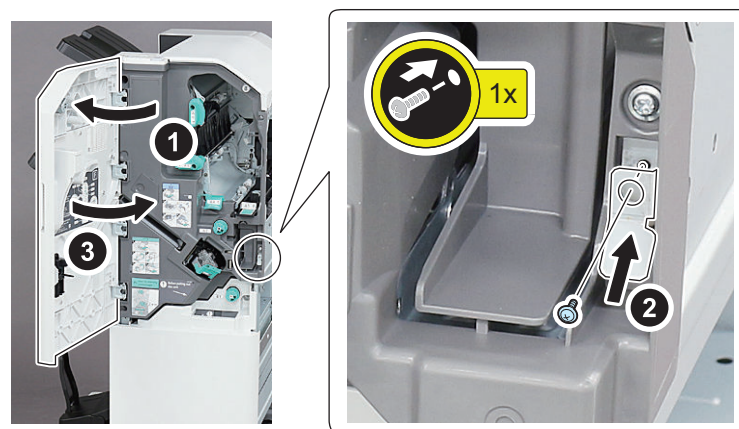
**4. Install the Caster Covers (Front / Rear).**



**5. Install the host machine.**



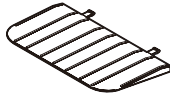


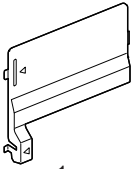


**6. Fix to the host machine.**



## Making Checks After Completion of Installation Work

### ■ Disposal Parts Check

Following disposal parts are remained after the installation.

<input type="checkbox"/> [1]  1x (Installed the host machine)	<input type="checkbox"/> [2]  1x	<input type="checkbox"/> [3]  1x
<input type="checkbox"/> [4]  1x	<input type="checkbox"/> [5]  1x	<input type="checkbox"/> [6]  TP; M3 x 8 1x

### ■ Operation Check



1. Turn ON the main power of the host machine.



2. Open the Front Cover, and then install the Stapler Unit Staple Case into the Stapler Unit.



3. Close the Front Cover.

- 
4. If a message appears prompting the user to update the firmware, press [Update] to automatically update the firmware of this equipment.

**NOTE:**

If [Skip] is selected, a message will appear every time when the Host Machine turns ON prompting the user to update the firmware. In the service mode (Level 2) shown below, behavior of the message can be changed to be no longer displayed.

(Level2) COPIER > OPTION > FNC-SW > VER-CHNG

- 
5. Confirm the operation of Finisher is normal at its paper transportation, staple mechanism, etc.

**CAUTION:**

Staple-free binding unit might be out of its correct position due to a mechanical shock during transportation. When the staple-free binding unit is out of the correct position, a paper stack is clinched at wrong position in the staple-free binding mode.

To avoid the above, make copies in the following condition after the installation of the finisher and correct the position of the staple-free binding unit:

- Staple mode: Stapling at rear corner
- Paper size: LTR or A4
- Number of sheet: 2
- Copy quantity: 1

**NOTE:**

Mechanical drive of the staple-free binding unit is engaged with the stapler unit.

Making copies in the above condition will have the stapler unit returned to its home position and the staple-free binding unit stops at the correct position.

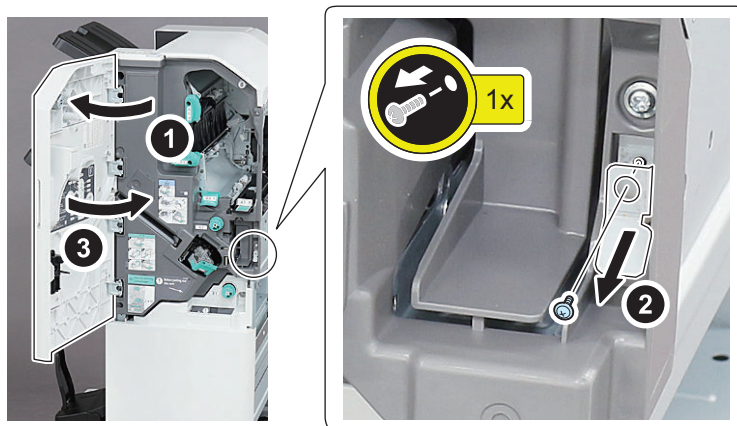
## Detaching from the Host Machine

**CAUTION:**

Turn the host machine OFF and disconnect its power cord prior to disconnection of the interface cable to avoid any unexpected electric shock.

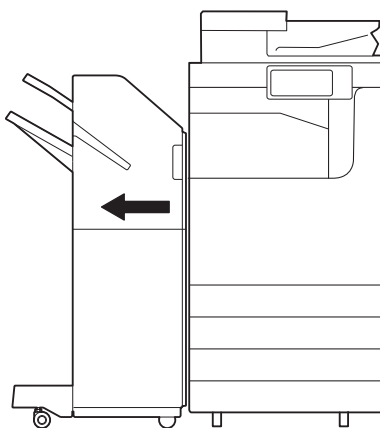
### ■ Finisher

- 
- 1.





□  
2.



□  
3.

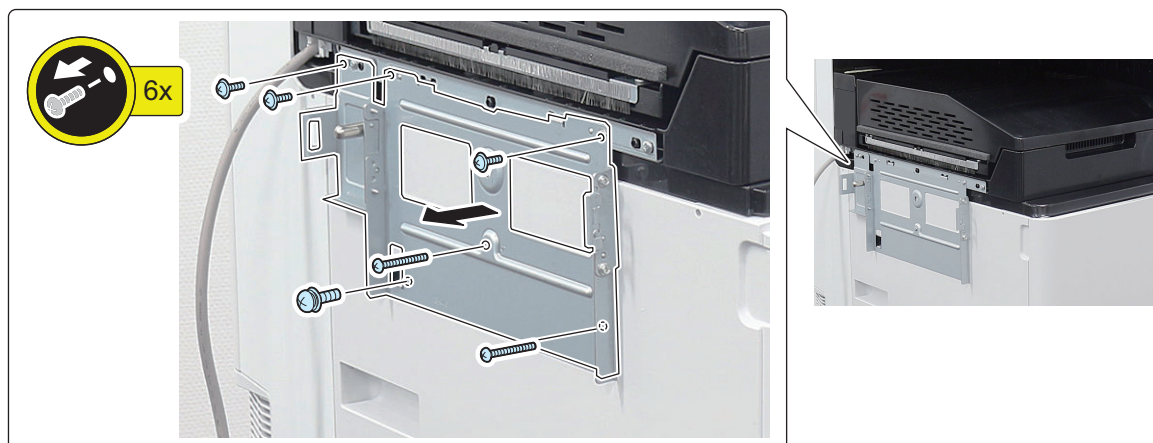
**⚠ CAUTION:**

When disconnecting the Interface Cable, be sure to turn off the host machine.



■ Buffer Pass Unit

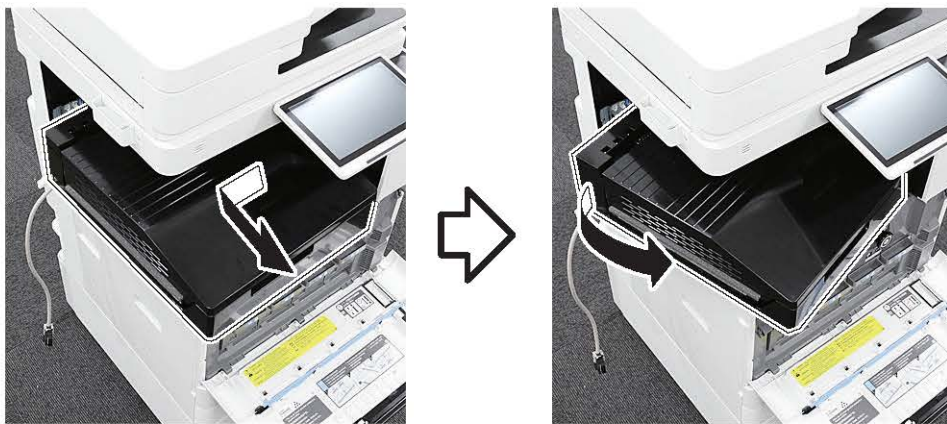
□  
1.



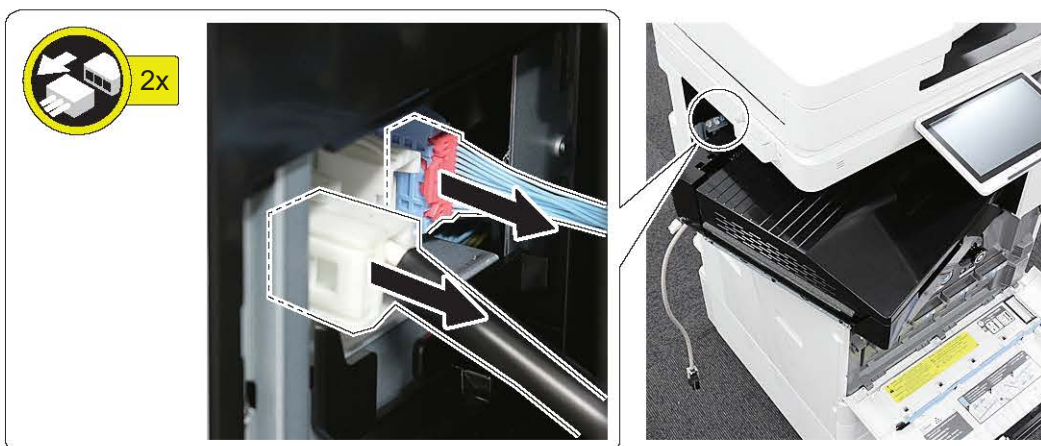
□  
**2.**



□  
**3.**



□  
**4.**



□  
**5.**



□  
**6.**



## 2/3 2/4 4 Hole Puncher Unit-A1

### ● Checking Before Installation

#### ■ Checking Before Installation

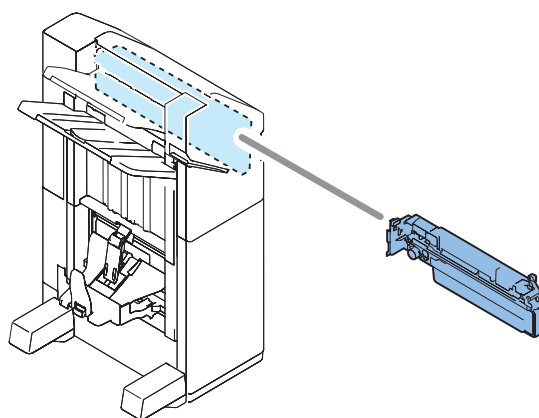
When installing this Equipment together with the Finisher, install this Equipment before installing the Finisher to the Upstream Connection Machine.

#### ■ Product Name

Safety regulations require the product's name to be registered. In some regions where this product is sold, the following name may be registered instead.

- F281060

#### ■ Installation Outline Drawing



### ● Unpacking Procedure



1. Open the container box, and then take out the Punch Unit and the contents.



2. Remove all cushioning materials and tapes from outside of the Punch Unit.

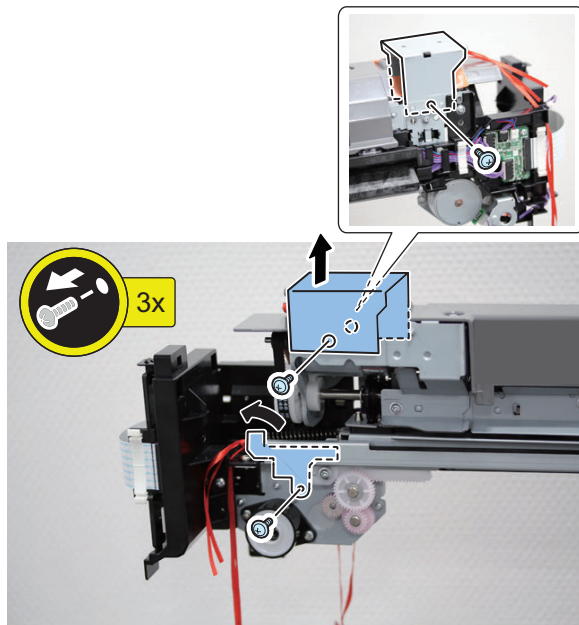


**3. Remove the 2 fixtures.**



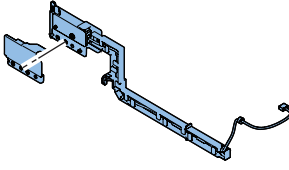


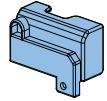

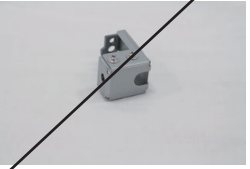
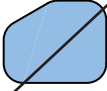



- 3 Screws

**NOTE:**

Removed screws are used in latter steps.



## Checking the Contents

<input type="checkbox"/> [1] Punch Unit x1 	<input type="checkbox"/> [2] Punch Waste Tray x1 	<input type="checkbox"/> [3] Punch Waste Full Sensor Unit x1 
<input type="checkbox"/> [4] Punch Unit Positioning Guide x1 	<input type="checkbox"/> [5] Relay Harness x1 	<input type="checkbox"/> [6] Punch Front Cover x1 
<input type="checkbox"/> [7] Punch Unit Open/ Close Guide x1 	<input type="checkbox"/> [8] Punch Unit Fixing Pin Holder x1 	<input type="checkbox"/> [9] Face Seal x1 
<input type="checkbox"/> [10] Rear Inner Cover (small) x1 	<input type="checkbox"/> [11] Screw (W Sems ; M3x6) x1 	<input type="checkbox"/> [12] Punch Unit Fixing Pin x1 

- Parts [7] to [12] are not used for installation.

<Others>

Other bundled items such as Installation Procedure, leaflets, etc.

## Installation Procedure

### **⚠ CAUTION:**

Make sure that the main power switch of the host machine is turned off and the power plug is disconnected from the outlet.

## ■ Preparation of the Punch Unit

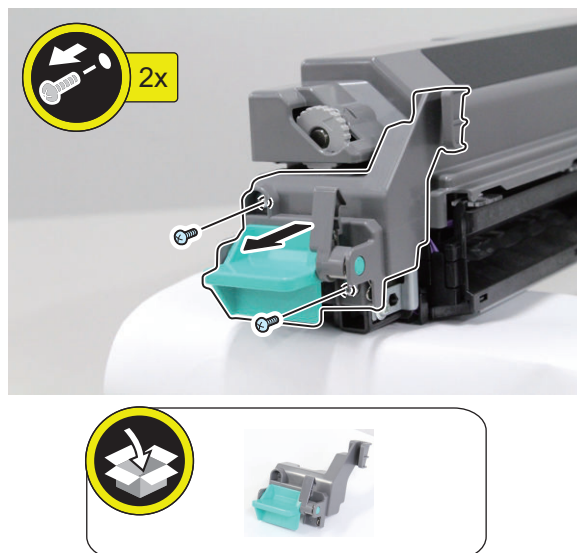


### 1. Remove the Punch Lever Unit of the Punch Unit.

- 2 Screws

#### NOTE:

Removed screws are used in the procedure later.

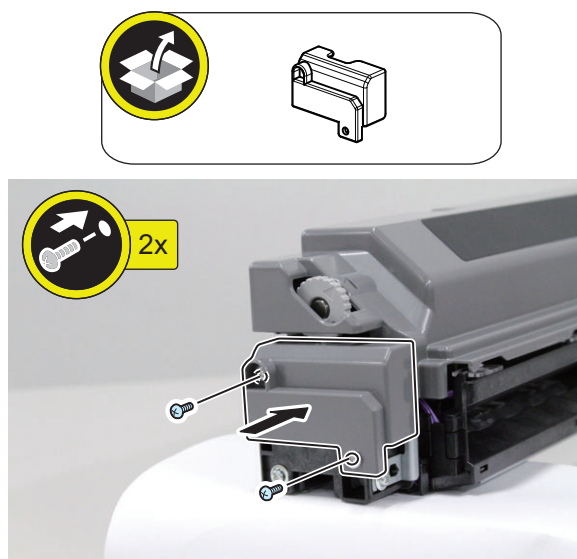


### 2. Install the Punch Front Cover.

- 2 Screws (P Tightening ; M3x6)

#### NOTE:

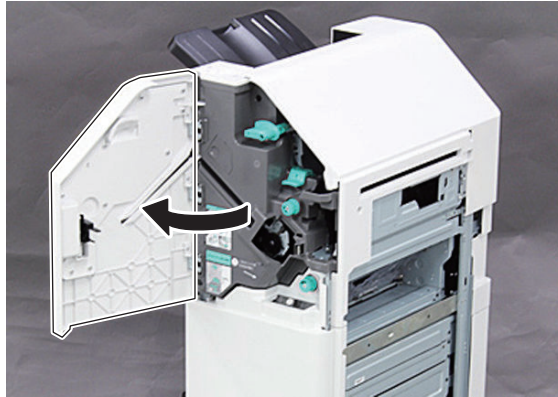
Use the screws removed in step 1.



## ■ Installing the Punch Unit



1. Open the Front Cover of the Finisher.



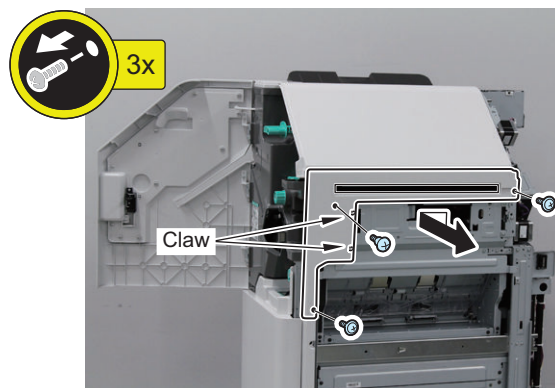
2. Remove the Rear Cover of the Finisher.

- 2 Screws
- 2 Claws



3. Remove the Right Cover of the Finisher.

- 3 Screws
- 2 Claws





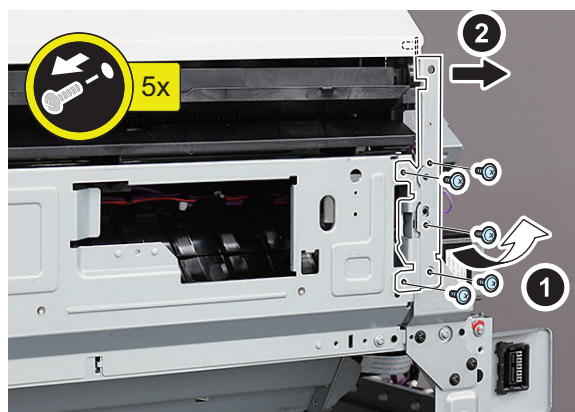
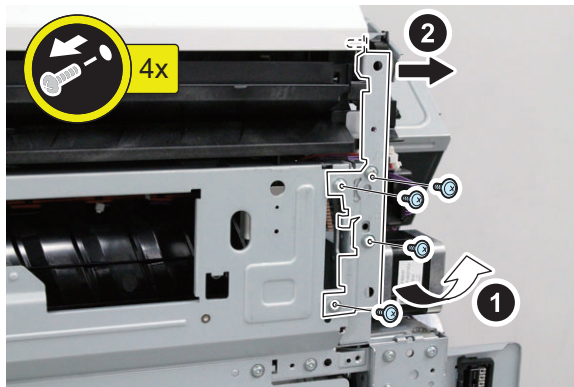


#### 4. Remove the Hinge Unit (rear) from the Upper Cover.

**NOTE:**

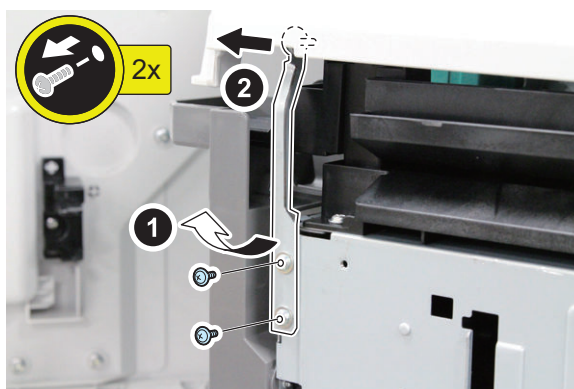
There is a case using 5 Screws for by a model.

- 4(5) Screws



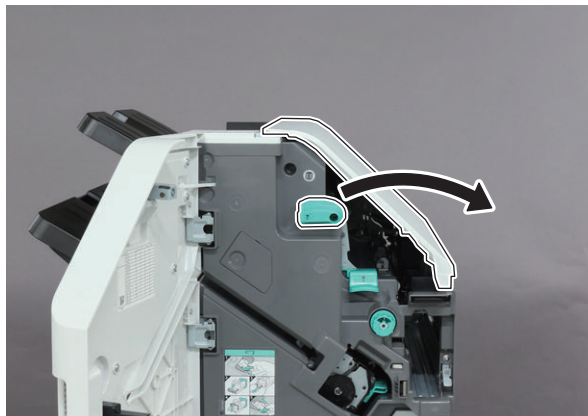
#### 5. Remove the Hinge Unit (front) from the Upper Cover.

- 2 Screws





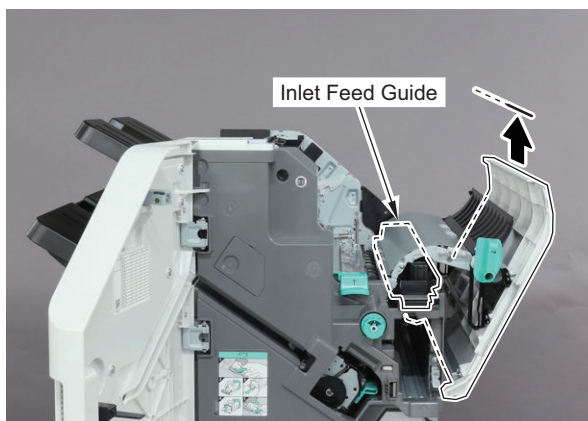
6. Open the Upper Cover.



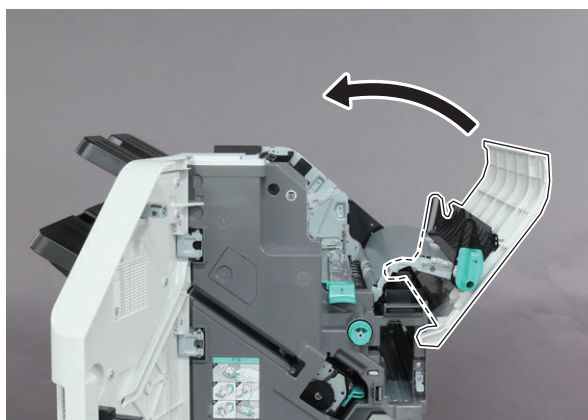
7. Holding the Central Part of the Upper Cover, lift the cover until it stops.

**NOTE:**

This work is carried out to secure space to remove the Inlet Feed Guide.

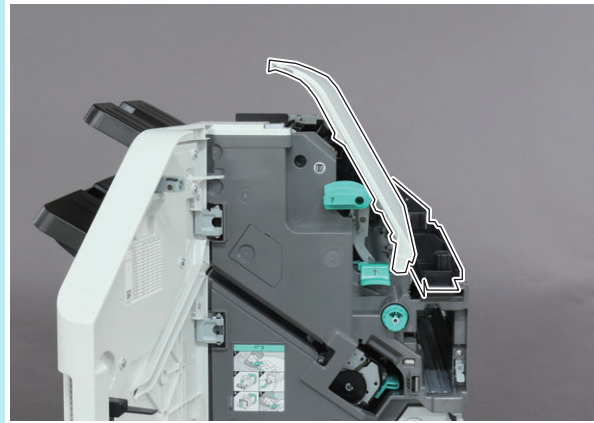


8. Close the Upper Cover.

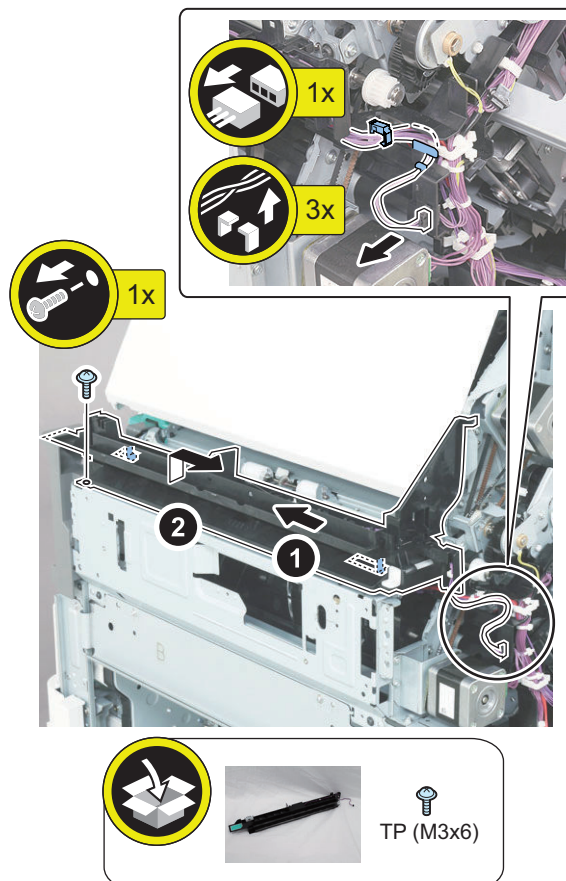


**NOTE:**

Confirm the Upper Cover and the Inlet Feed Guide are in condition as shown in the figure below.

**9. Remove the Inlet Feed Guide.**

- 1 Screw
- 1 Connector
- 1 Wire saddle
- 2 Harness guides
- 2 Hooks



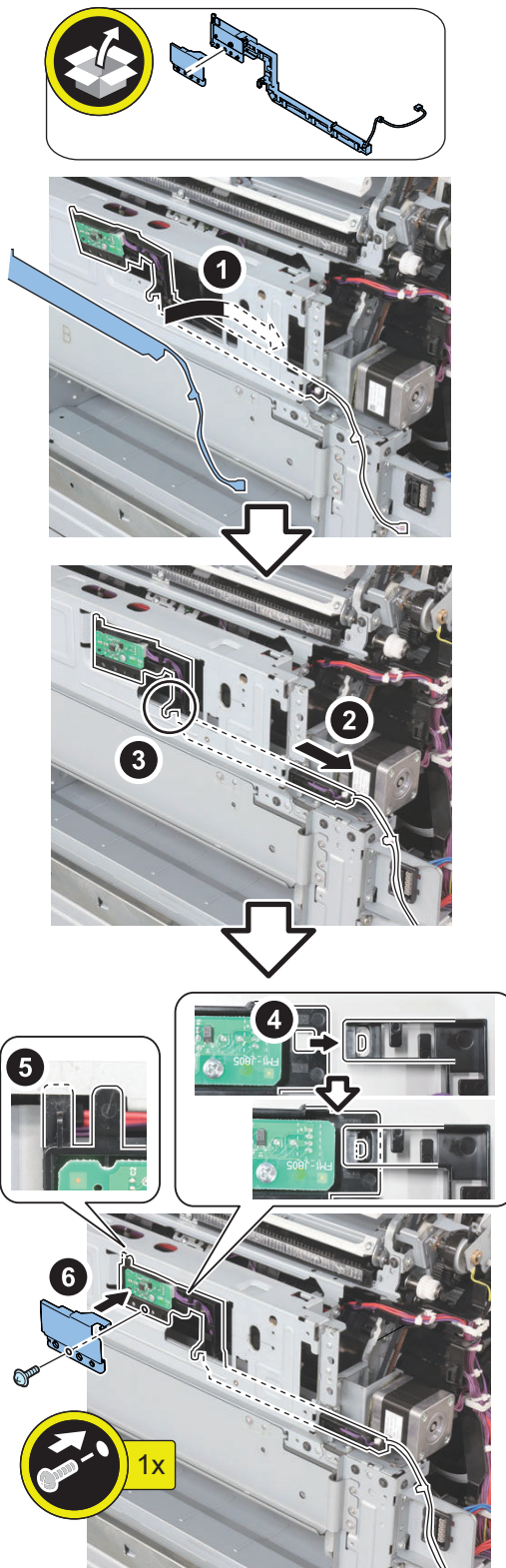


### 10. Install the Punch Waste Full Sensor Unit.

- 3 Hooks
- Sensor Cover
- 1 Screw (TP ; M3x6)

#### NOTE:

Use the screw removed in Unpacking Procedure.

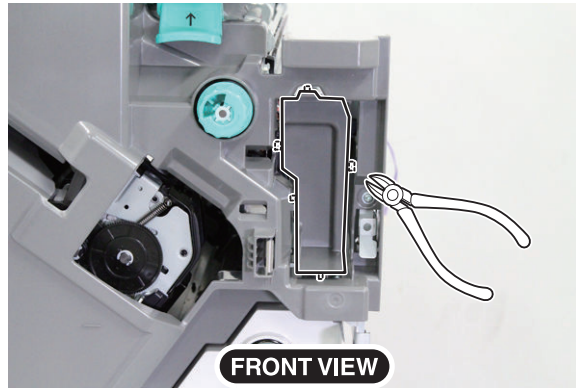




11. Cut out the Face Cover of the Inner Cover by using the side cutters.

**CAUTION:**

Be sure to remove the Face Cover properly so that no burr is formed.

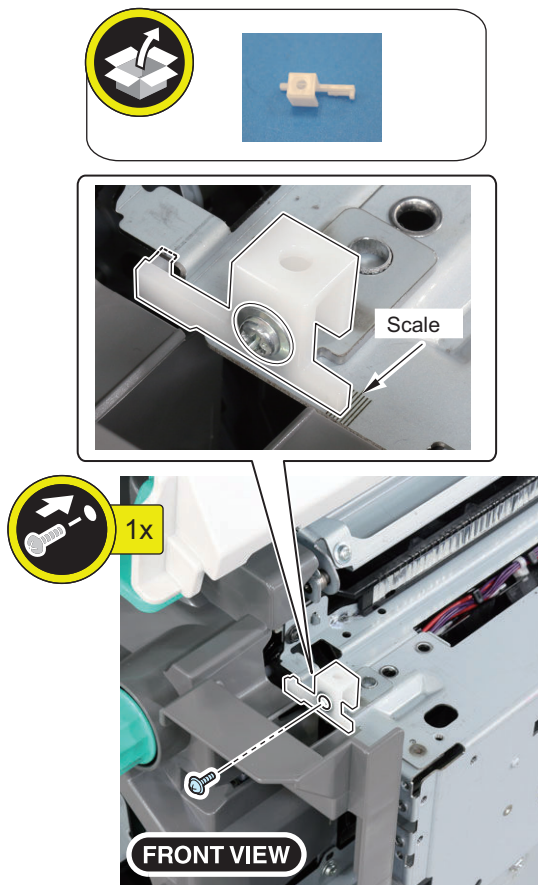


**12. Install the Punch Unit Positioning Guide so that the right edge of the guide can match the center of scale.**

- 1 Screw (TP ; M3x6)

**NOTE:**

Use the screw removed in Unpacking Procedure.

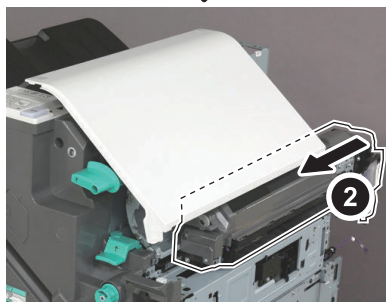
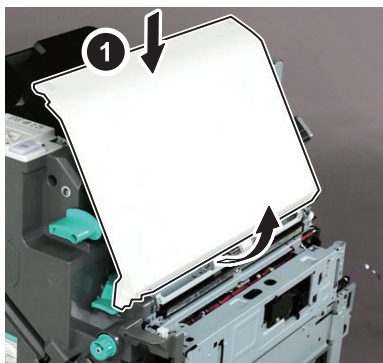




13. Put the Punch Unit while the Upper Cover is open.

**CAUTION:**

When having the Punch Unit, be careful not to have the PCB unit and its surrounding area.



**14. Install the Punch Unit.**

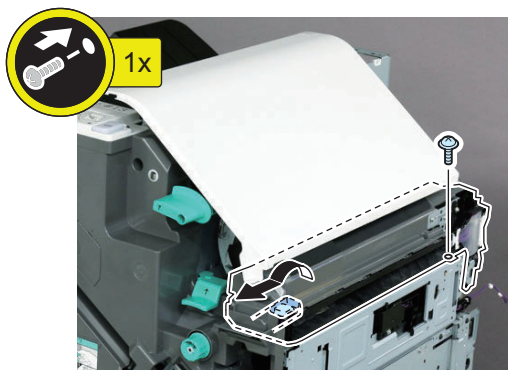
- 1 Screw (TP ; M3x6)

**NOTE:**

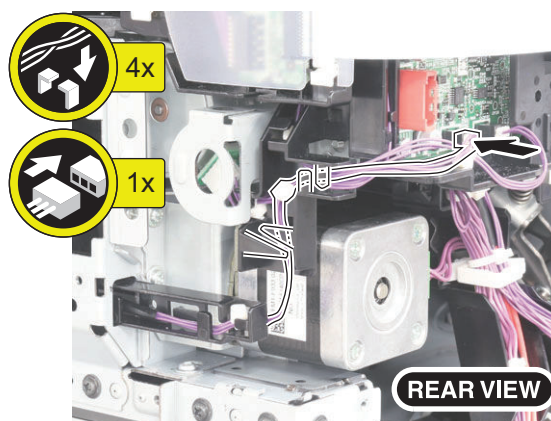
Use the screw removed in Unpacking Procedure.

**CAUTION:**

- When having the Punch Unit, be careful not to have the PCB unit and its surrounding area.
- Insert the Positioning Guide in the hole of the Punch Unit.

**15. Connect the connector of the Punch Waste Full Sensor Unit to the Punch Unit.**

- 4 Cable guides
- 1 Connector

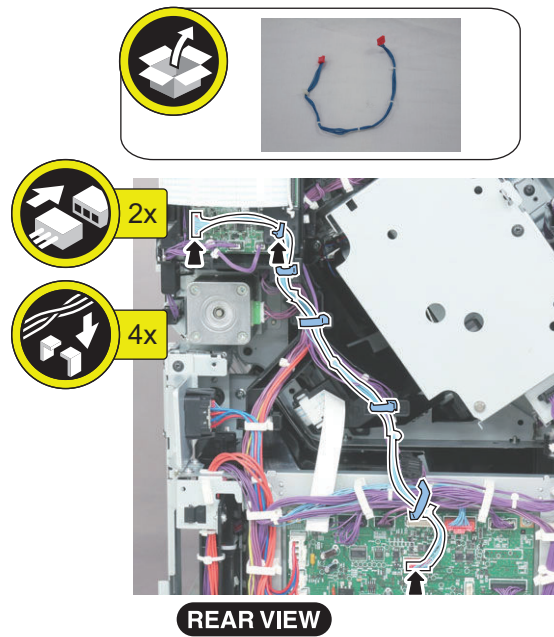




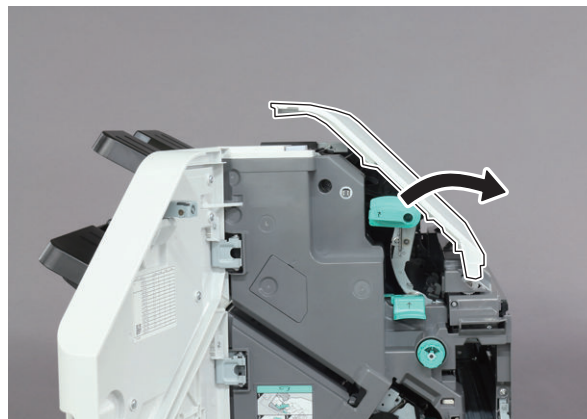


**16. Connect the Relay Harness as shown in the figure.**

- 2 Connectors
- 1 Reuse Band
- 4 Wire saddles

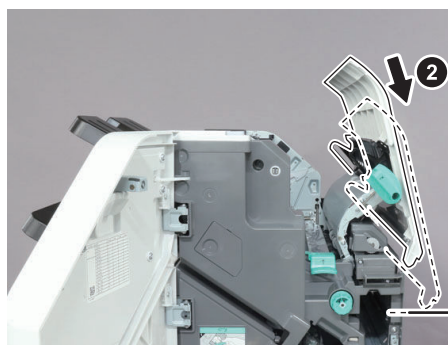
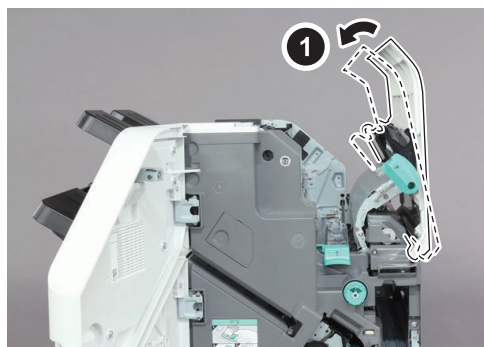


**17. Open the Upper Cover.**

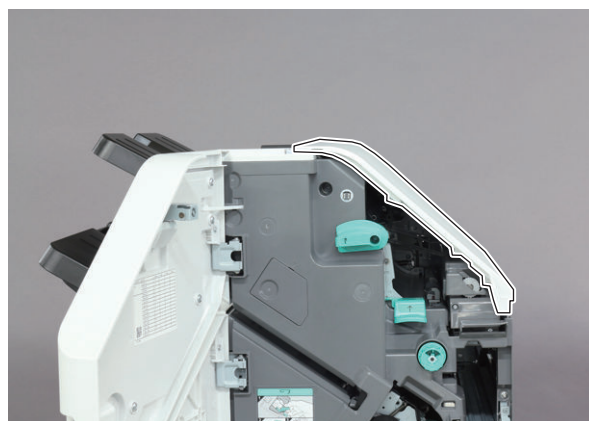
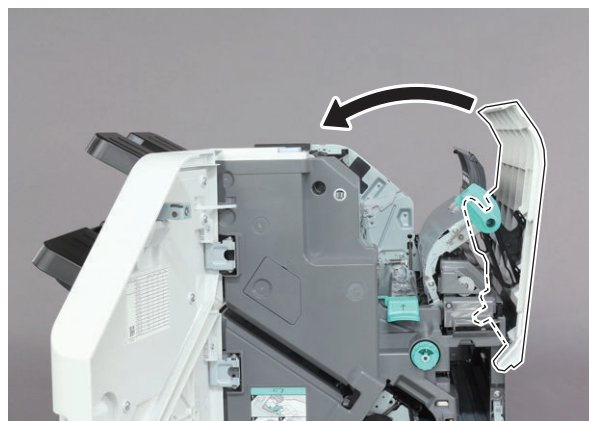




18. Holding the Central Part of the Upper Cover, lower the cover until it stops.



19. Close the Upper Cover.





**20. Install the Hinge Unit (front) in the Upper Cover.**

- 2 Screws (TP ; M3x6)



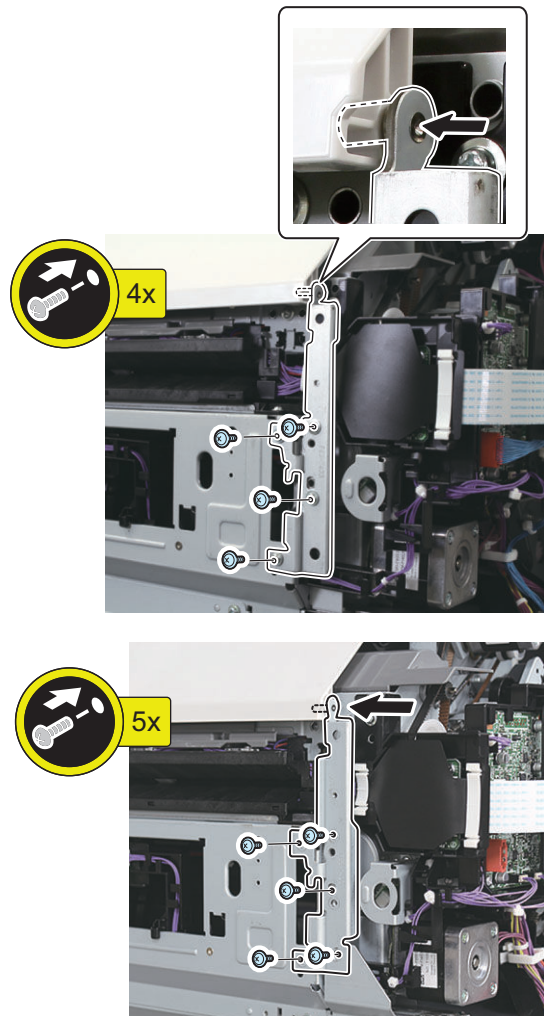
**21. Install the Hinge Unit (rear) in the Upper Cover.**

- 4 Screws (TP ; M3x6)

**NOTE:**

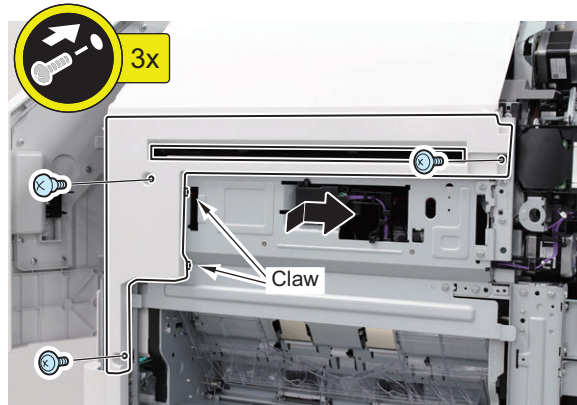
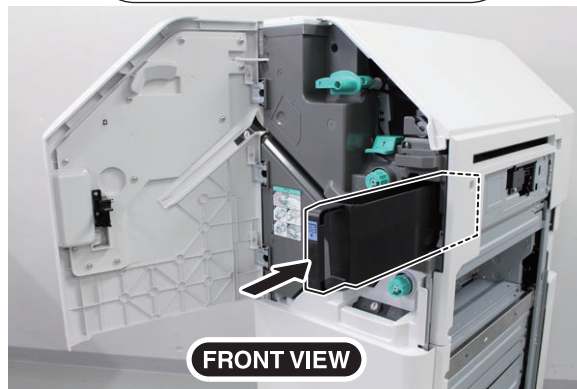
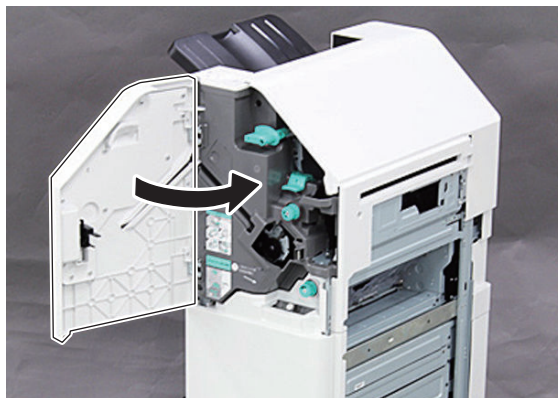
There is a case using 5 Screws for by a model.

- 4 Screws (TP ; M3x6)
- 1 Screw (TP(Black) ; M3x6)



**22. Install the Right Cover of the Finisher.**

- 2 Claws
- 1 Screw (Stepped Screw ; M3x5)
- 2 Screws (TP ; M3x6)

**23. Insert the Punch Waste Tray in the direction of the arrow from the front.****24. Close the Front Cover of the Finisher.**

**25. Install the Rear Cover of the Finisher.**

- 2 Claws
- 2 Screws (TP ; M3x6)

**26. Refer to the installation procedure of the Finisher to Install the Finisher in the Host Machine.**

## Disposal Parts Check

**1. Following disposal parts are remained after completion of the installation work.**

- [1] Punch Lever Unit 1pc.
- [2] Inlet Feed Guide 1pc.
- [3] Punch Unit Open/ Close Guide 1pc.
- [4] Punch Unit Fixing Pin 1pc.
- [5] Face Seal 1pc.
- [6] Rear Inner Cover (small) 1pc.
- [7] Punch Unit Fixing Pin Holder 1pc.
- [8] Face Cover 1pc.
- [9] Screw (W Sems ; M3x6) 1pc.
- [10] Screw (TP ; M3x6) 1pc.

## Operation Check

**1. Turn ON the main power of the Host Machine.****2. If a message prompting the user to update the version appears, press [Update] to automatically update the version of this Equipment.****NOTE:**

If [Skip] is selected, a message prompting the user to update the version will appear every time the Host Machine is started. In the service mode ( Level 2 ) shown below, it is possible to set not to display the message.

( Level2 ) COPIER > OPTION > FNC-SW > VER-CHNG



3. Check the operation such as paper feed and punch operation to make sure that problems such as a jam or malfunction do not occur.

**NOTE:**

If the punch hole position of this Equipment needs to be adjusted, go to the "Checking and Adjusting the Punch Hole Position".

## Adjusting the Output Level of the Punch Waste Full Sensor

After installing this Equipment, adjust the output level of the Punch Waste Full Sensor as follows.



1. Select the following item in the Service Mode and then press the OK button on the screen.

Service Mode (Level1) > SORTER > FUNCTION > FN-SENS2



2. When completing the output level adjustment successfully, the "OK" is indicated on the screen.

**NOTE:**

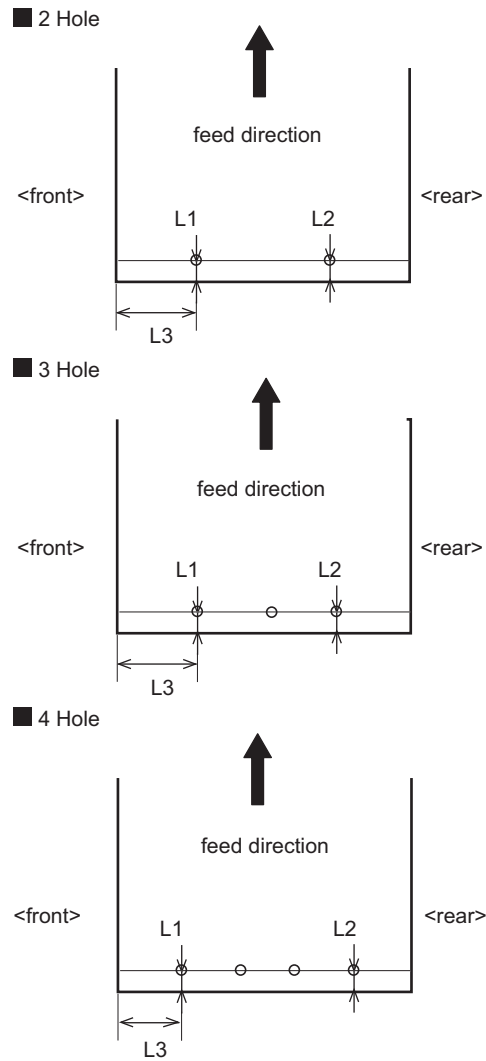
If the "NG" is indicated on the screen at the step 2, retry the adjustment by repeating the step 1. If the "NG" is indicated after retrying the adjustment, check whether there is not the malfunction in attachments and connections of the Punch Waste Full Sensor Unit and the surrounding area.

## ● Checking and Adjusting the Punch Hole Position

### ■ Checking the Punch Hole Position



1. Make a print with the punch mode and check whether the skew and side registration and the paper stop position are within the standard.





&lt;Standard&gt;

- 2/3 Hole Puncher Unit

L1 , L2	12 ± 1.5 mm
L3	2 holes : <ul style="list-style-type: none"> <li>• 73 ± 1.5 mm (11"x17"/ LTRR)</li> </ul> 3 holes : <ul style="list-style-type: none"> <li>• 31.5 ± 1.5 mm (11"x17"/ LTR)</li> <li>• 40.5 ± 1.5 mm (A3/ A4)</li> </ul>

- 2/4 Hole Puncher Unit

L1 , L2	12 ± 1.5 mm
L3	2 holes : <ul style="list-style-type: none"> <li>• 108.5 ± 1.5 mm (A3/ A4)</li> <li>• 99.7 ± 1.5 mm (11"x17"/ LTR)</li> </ul> 4 holes : <ul style="list-style-type: none"> <li>• 28.5 ± 1.5 mm (A3/ A4)</li> <li>• 19.7 ± 1.5 mm (11"x17"/ LTR)</li> </ul>

- 4 Hole Puncher Unit

L1 , L2	12 ± 1.5 mm
L3	<ul style="list-style-type: none"> <li>• 92.5 ± 1.5 mm (A3/ A4)</li> <li>• 83.7 ± 1.5 mm (11"x17"/ LTR)</li> </ul>

## ■ Skew Adjustment (Mechanical adjustment)

When the punch hole position is skew (when L1 is not equal to L2), make the adjustment according to the following procedure.

### ● Adjustment Procedure



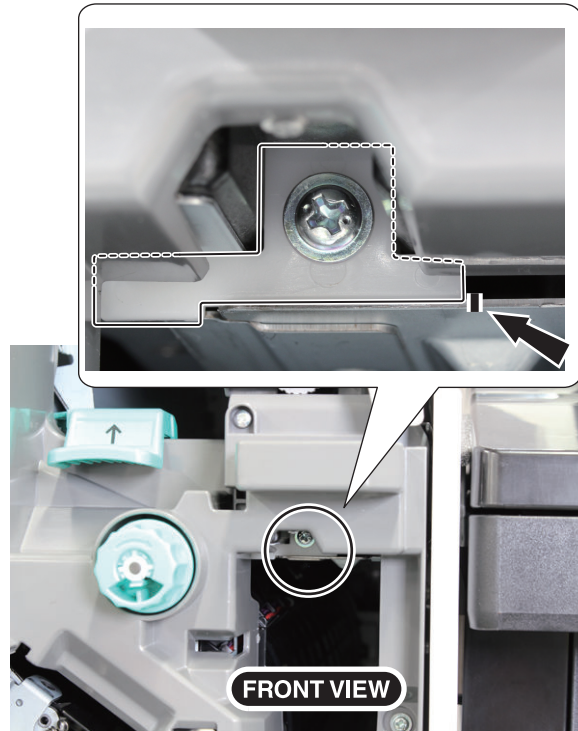
1. Open the Front Cover of the Finisher.



2. Remove the Punch Waste Tray.



3. Mark the installation position of the Punch Unit Positioning Guide.



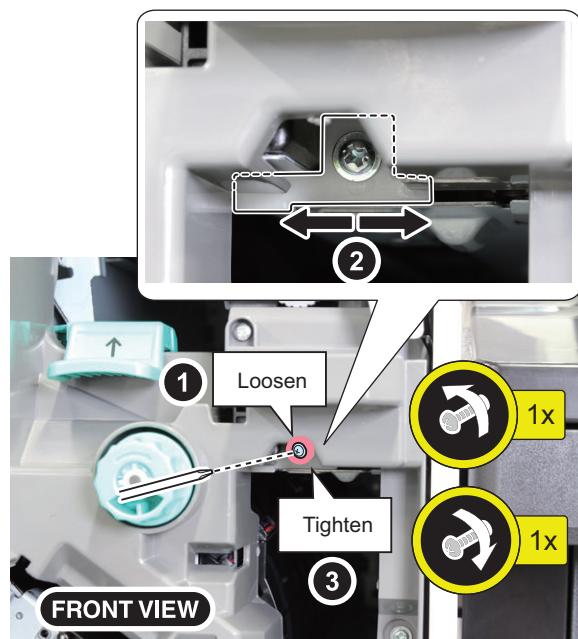
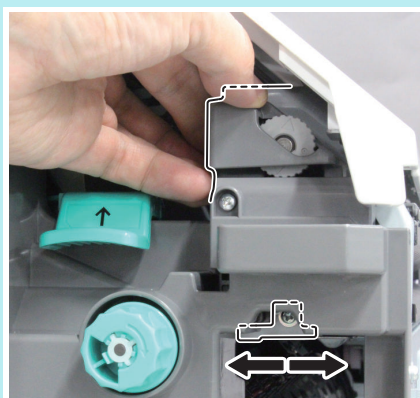
- 
4. Loosen the screw fixing the Punch Unit positioning Guide, and then move the guide to adjust by referring the line marked in step 3. After adjusting, tighten the screw.

**NOTE:**

When  $L1 > L2$ : Move the guide to the right.  
 When  $L1 < L2$ : Move the guide to the left.

**NOTE:**

When cannot moving the guide smoothly, move the Punch Unit to adjust as shown in the figure.



- 
5. Install the Punch Waste Tray.
- 
6. Close the Front Cover of the Finisher.

## ■ Side Registration Adjustment (Service mode adjustment)

When the side registration is not within the standard (when L3 is not within the standard), make the adjustment according to the following procedure.



**1. Enter the following service mode to adjust the side registration.**

Service Mode (Level 1) > SORTER > ADJUST > PNCH-Y

**NOTE:**

When the setting value is increased by 1, L3 increases by 0.1mm.

+ : L3 increases. (The punch holes shift to the rear.)

- : L3 decreases. (The punch holes shift to the front.)



**2. Exit the service mode.**

## ■ Paper Stop Position Adjustment (Service mode adjustment)



**1. Enter the following service mode to adjust the paper stop position.**

Service Mode (Level 1) > SORTER > ADJUST > PNCH-X

**NOTE:**

When the setting value is increased by 1, L1 and L2 increase by 0.1mm.

+ : L1 and L2 increase. (The punch holes shift to the delivery direction.)

- : L1 and L2 decrease. (The punch holes shift to the inlet direction.)

-Settings/ Registration menu> Adjustment/ Maintenance> Adjust Action> Switch Finisher Puncher Mode



**2. Exit the service mode.**

## Inner 2/3 2/4 4 Hole Puncher-D1

### ● Checking before Installation

#### ■ Points to Note at Installation

- This installation procedure is described about the installation both of this equipment and the Inner Finisher. When installing the Inner Finisher, refer to this installation procedure instead of the Inner Finisher-only installation procedure.

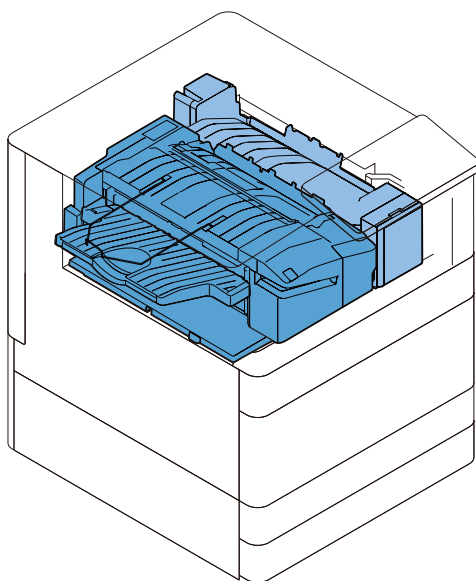
#### CAUTION:

Marked portion:

- When tightening the screws, do not tighten them too tightly. Otherwise, there is a risk of damage and deformation of screw holes.



#### ■ Installation Outline Drawing



#### ■ Product Name

Safety regulations require the product's name to be registered. In some regions where this product is sold, the following names may be registered instead.

F281430

## Unpacking Procedure

### NOTE:

This equipment is packed using tapes, fixings and cushioning materials to be protected vibration and shock during transportation. Be sure to remove all the fixing materials and the tapes before starting to install this equipment.

### ■ Unpacking This Equipment



1. Take out this equipment from the carton.



2. Remove all the tapes and the cushioning materials outside this equipment.

### ■ Unpacking the Inner Finisher



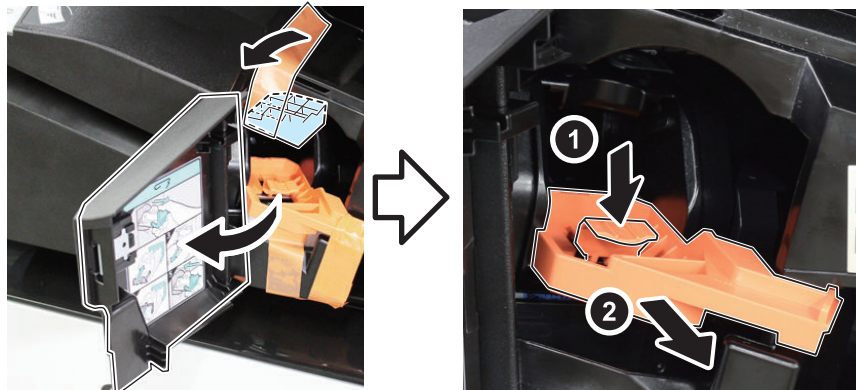
1. Take out the Inner Finisher from the carton.



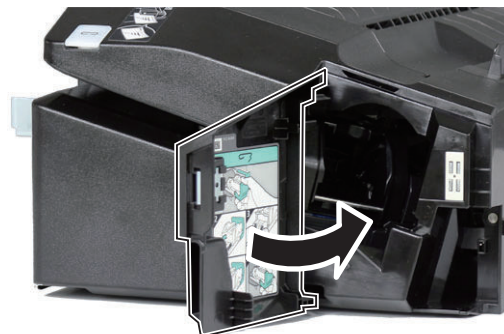
2. Remove all the tapes and the cushioning materials outside the Inner Finisher.



3. Open the Front Cover and then remove the two fixing materials and all the tapes of the Stapler Unit.



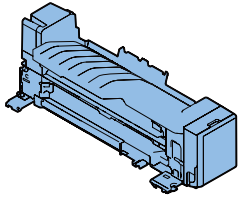
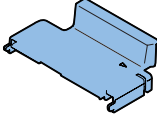


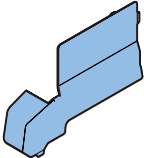
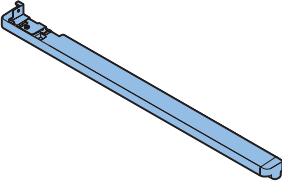

4. Close the Front Cover.



## Checking the Contents

Check that none of the included parts is missing.

## ■ The Contents of This Equipment

<input type="checkbox"/> [1] Inner Puncher 1x 	<input type="checkbox"/> [2] Connector Cover 1x 	<input type="checkbox"/> [3] Harness Holder 1x 
<input type="checkbox"/> [4] Screw (Binding (black); M3x8) 1x 	<input type="checkbox"/> [5] Interface Cover 1x 	<input type="checkbox"/> [6] Rail Mounting Cover 1x 
<input type="checkbox"/> [7] Screw (Binding; M3x14) 2x 		

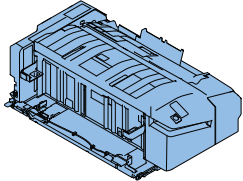
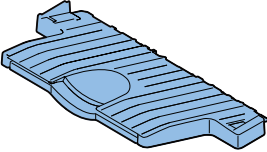
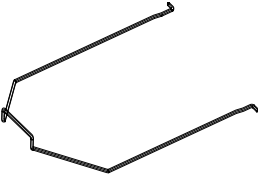
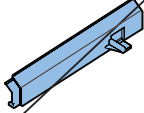

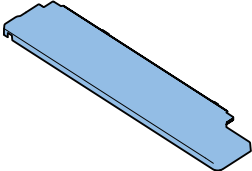

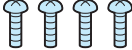
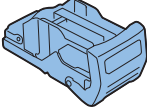

**NOTE:**

When this equipment is installed, [3] part not used.

<Other>

Other bundled items such as leaflets, etc.

## ■ The Contents of Inner Finisher

<input type="checkbox"/> [1] Inner Finisher 1x 	<input type="checkbox"/> [2] Stack Tray 1x 	<input type="checkbox"/> [3] Wire Sub Tray 1x 
<input type="checkbox"/> [4] Harness Cover 1 1x 	<input type="checkbox"/> [5] Harness Cover 2 1x 	<input type="checkbox"/> [6] Rail Cover 1x 
<input type="checkbox"/> [7] Sensor Flag (Gray) 1x 	<input type="checkbox"/> [8] Screw (Binding (black); M3x8) 4x 	<input type="checkbox"/> [9] Staple Cartridge 1x 
<input type="checkbox"/> [10] Wire Saddle 1x 		

**NOTE:**

When this equipment is installed, [4] part not used.

<Other>

Other bundled items such as leaflets, etc.



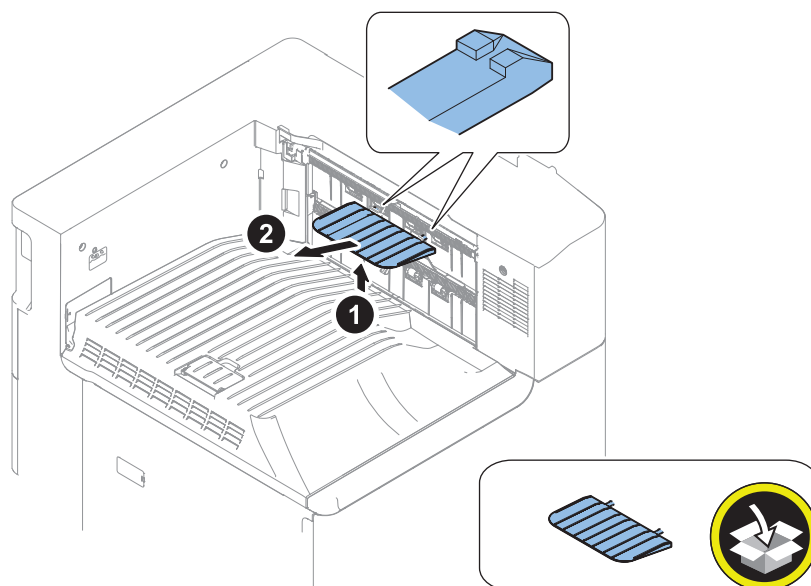
## Installation Procedure

### ■ Preparation for Host Machine

□  
1.

**NOTE:**

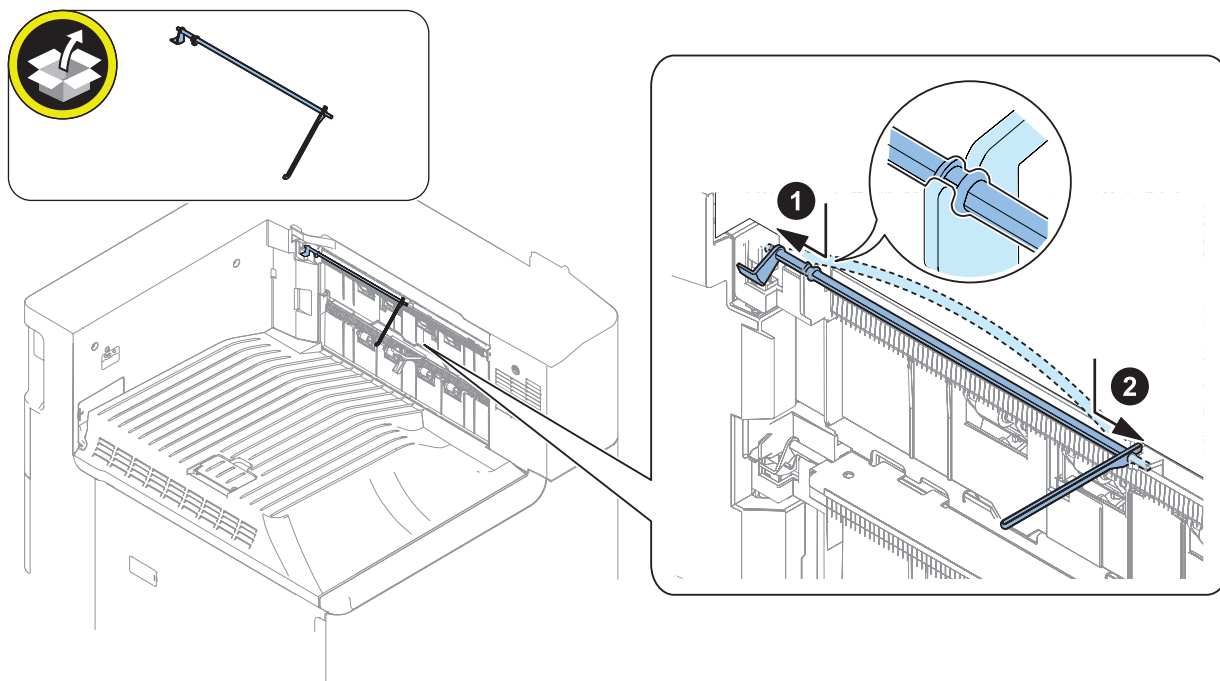
When the Reverse Trailing Edge Guide is installed, remove it.



□  
2.

**NOTE:**

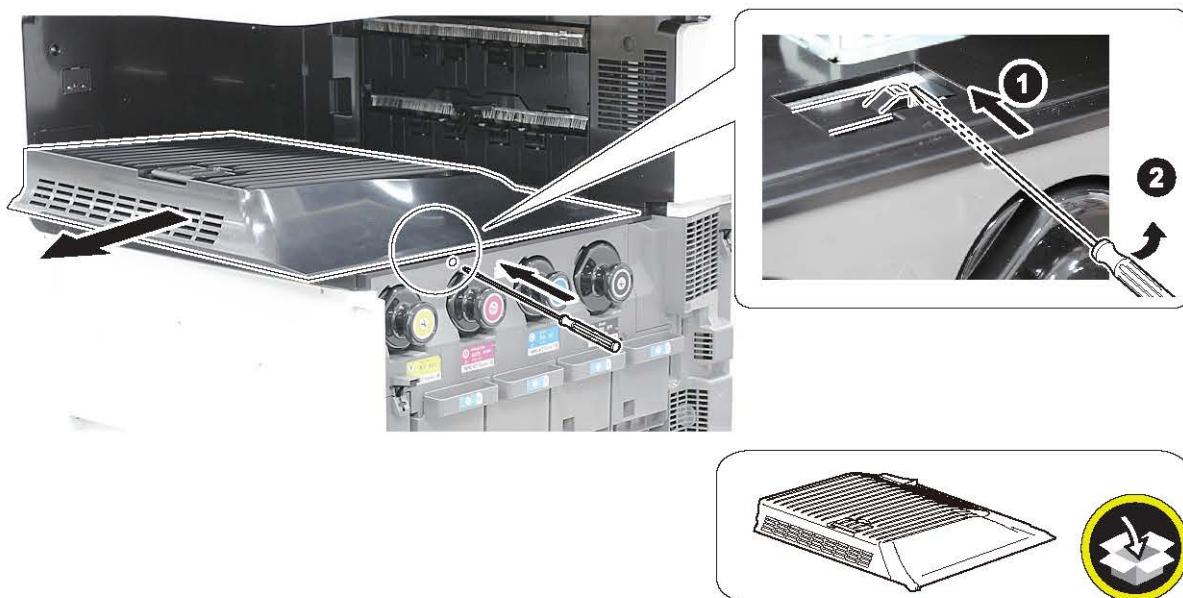
- Installing the part included with the Inner Finisher.
- Check that the Sensor Flag operates smoothly.



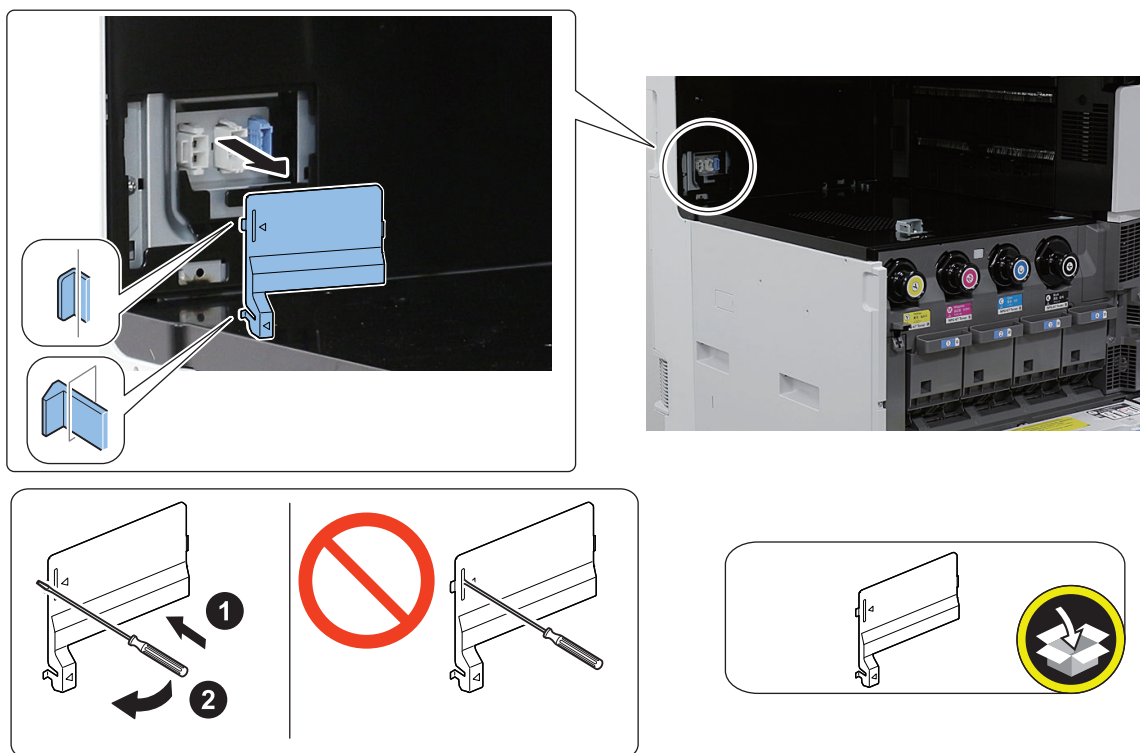
□  
3.



□  
4.



□  
5.



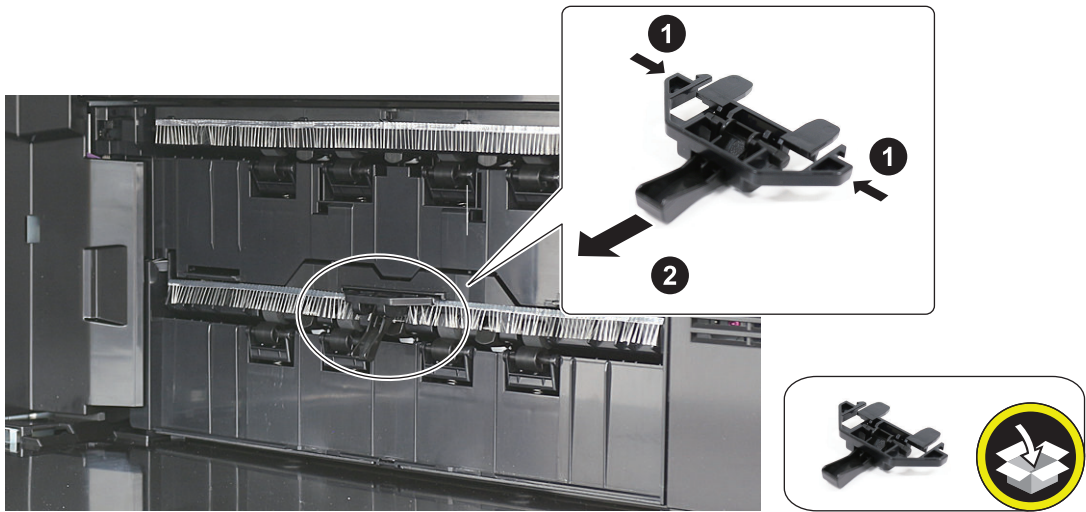
□  
6.

**CAUTION:**

When removing the face seals, be careful that the Delivery Assembly Cover of the Host Machine is not damaged.



□  
7.



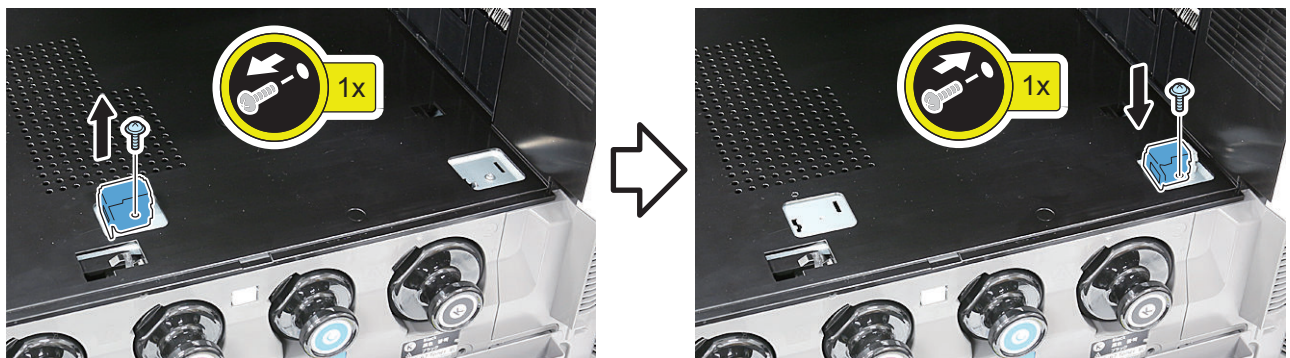
□  
8.

**CAUTION:**  
Do not drop the screw into the Host Machine.



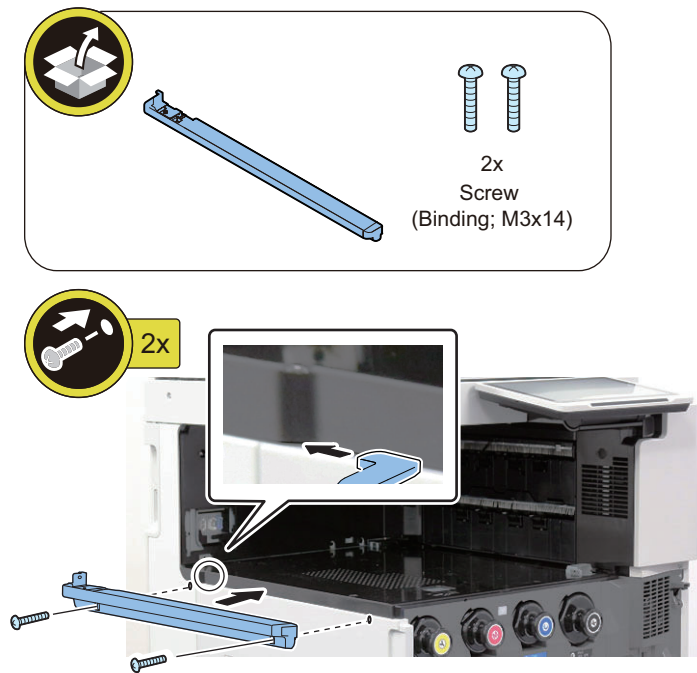
□  
9.

**CAUTION:**  
Do not drop the screw into the Host Machine.



□  
10.

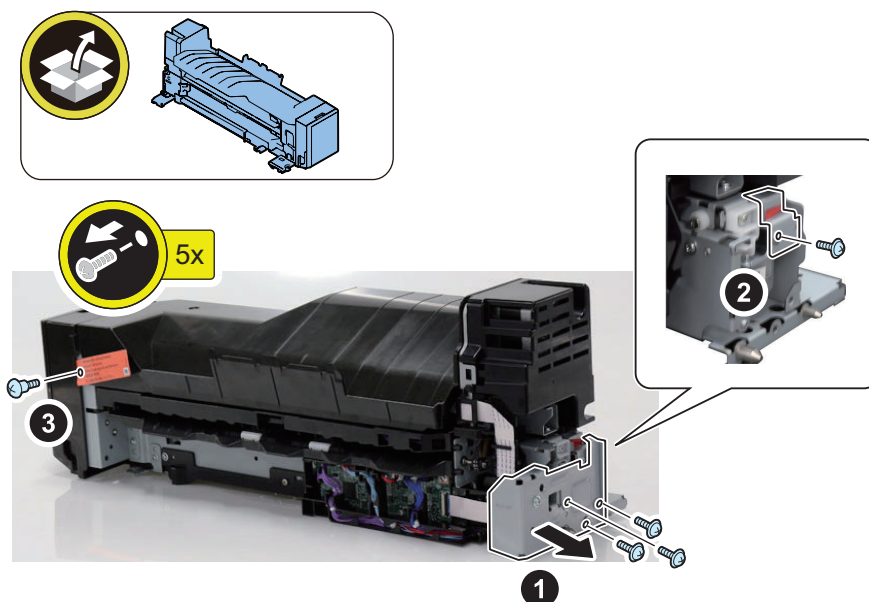
**NOTE:**  
Installing the parts included with the Inner Puncher.



■ Installing This Equipment

□  
1.

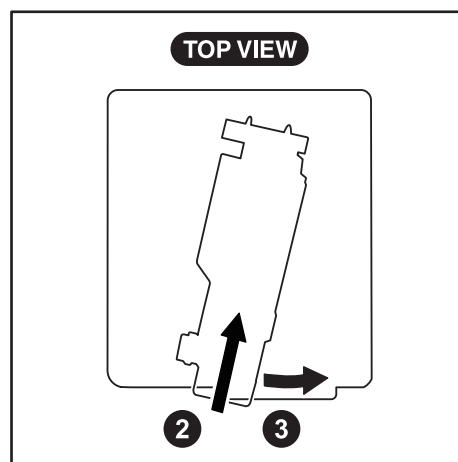
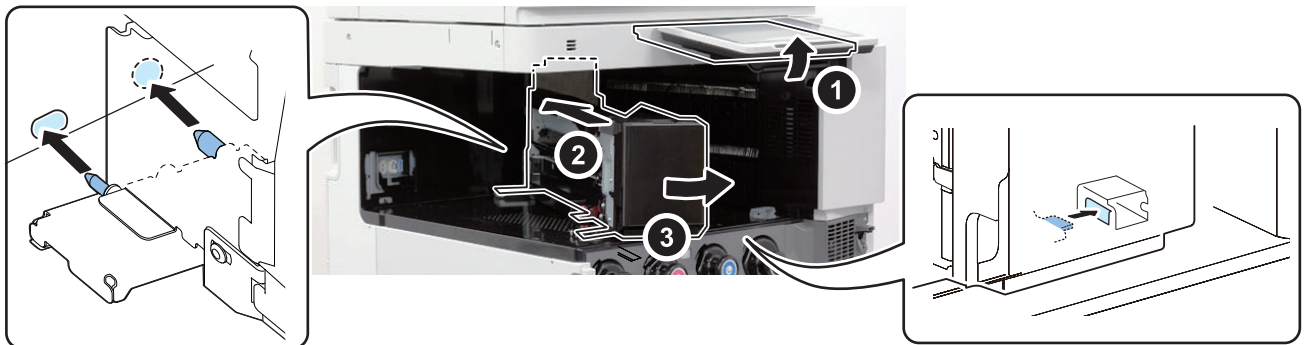
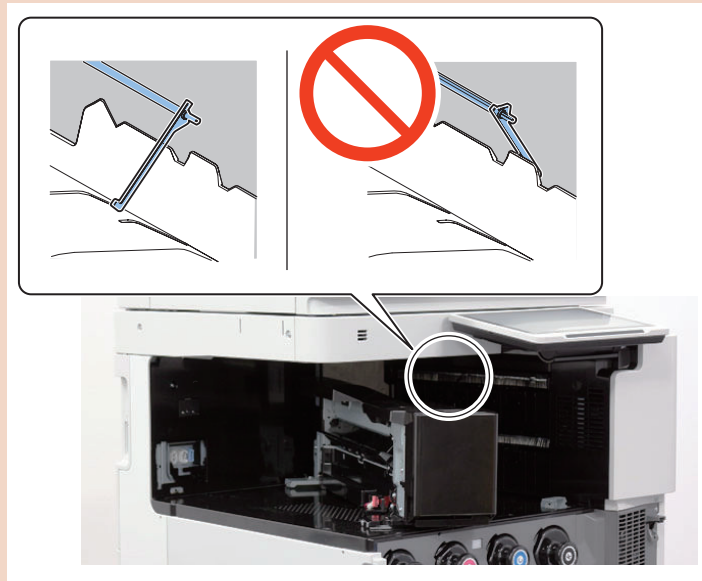
**NOTE:**  
The removed impact absorbing materials shall be stored to reuse for transportation in case of transference and the repair of this equipment.



□  
2.

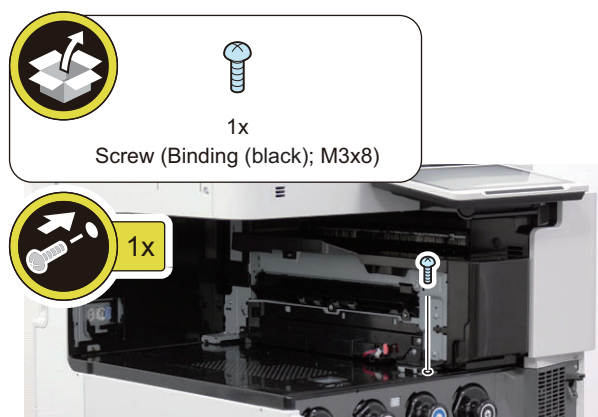
**CAUTION:**

When installing this equipment to the Host Machine, be careful not put the Sensor Flag between this equipment and the Host Machine.



□  
**3.**

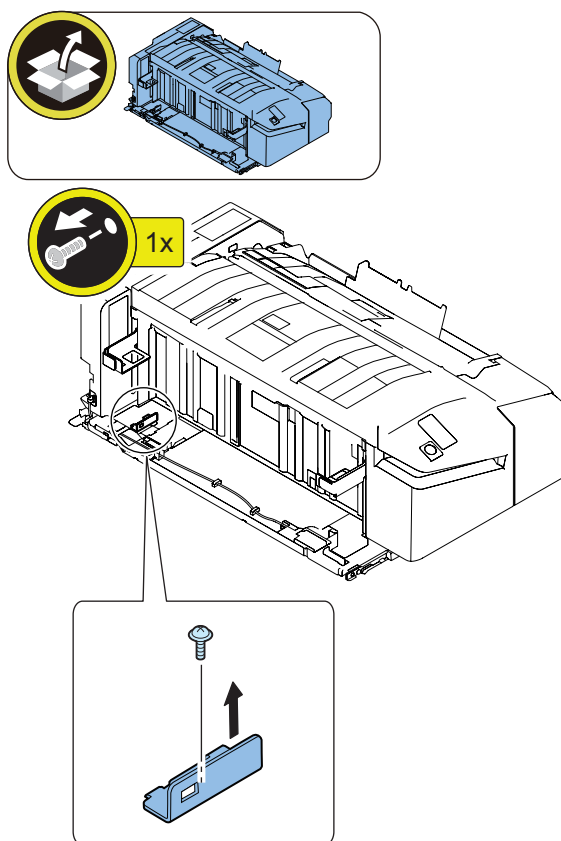
**NOTE:**  
Installing the part included with the Inner Puncher.



### ■ Installing the Inner Finisher

□  
**1.**

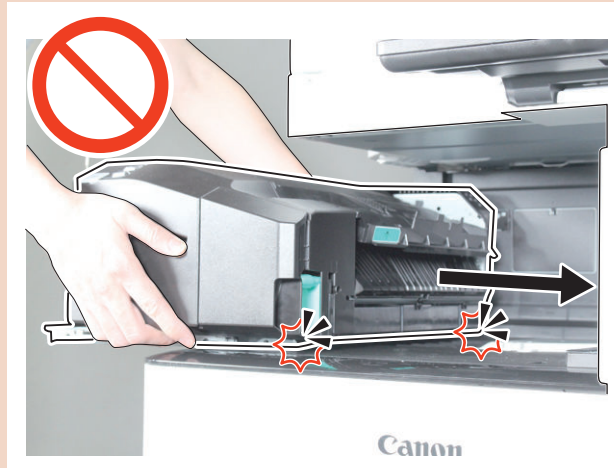
**NOTE:**  
The removed impact absorbing materials shall be stored to reuse for transportation in case of transference and the repair of the Inner Finisher.



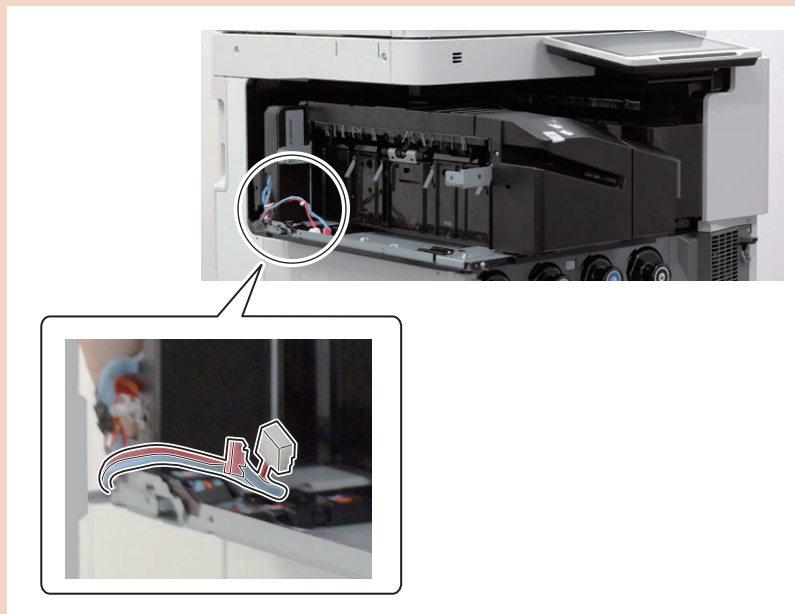
□  
2.**CAUTION:**

When put the Inner Finisher on the Host Machine, be careful of the following points.

- Do not slide the Inner Finisher on the inner part of the Host Machine nor bump the Inner Finisher to the covers of the Host Machine. Doing those may cause damage to the exterior of the Host Machine.



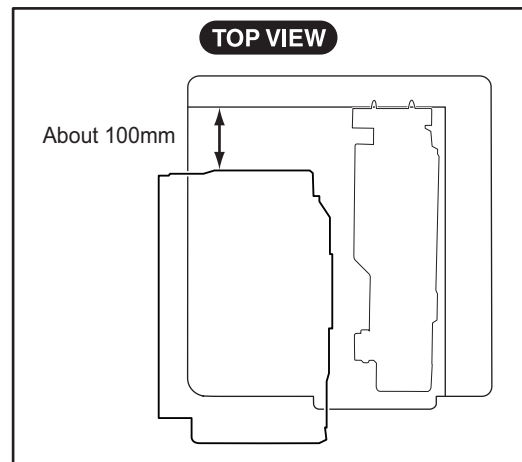
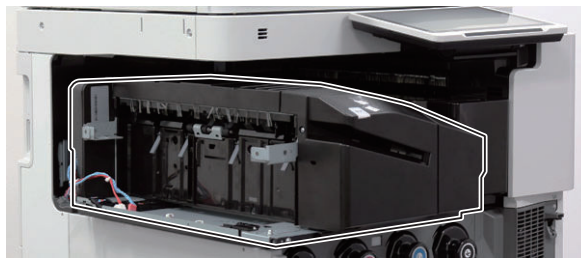
- Do not to nip the Harness of the Inner Finisher between the Inner Finisher and the Host Machine.





**NOTE:**

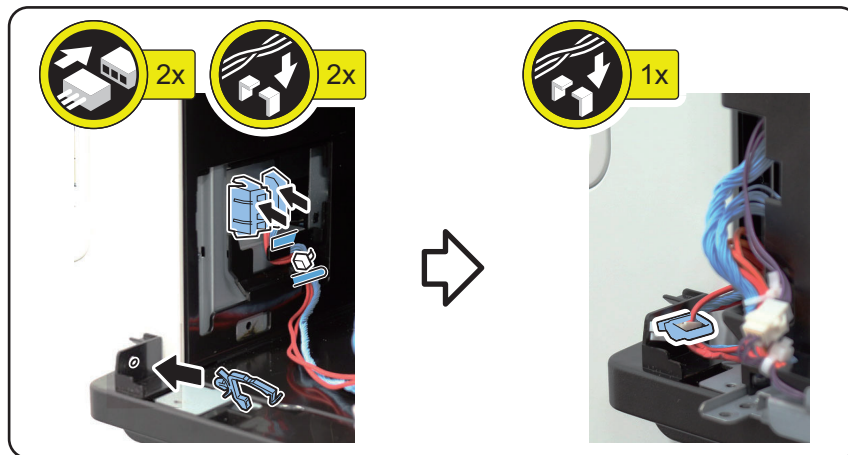
Secure enough space between the Inner Finisher and the Inner Rear Cover of the Host Machine.



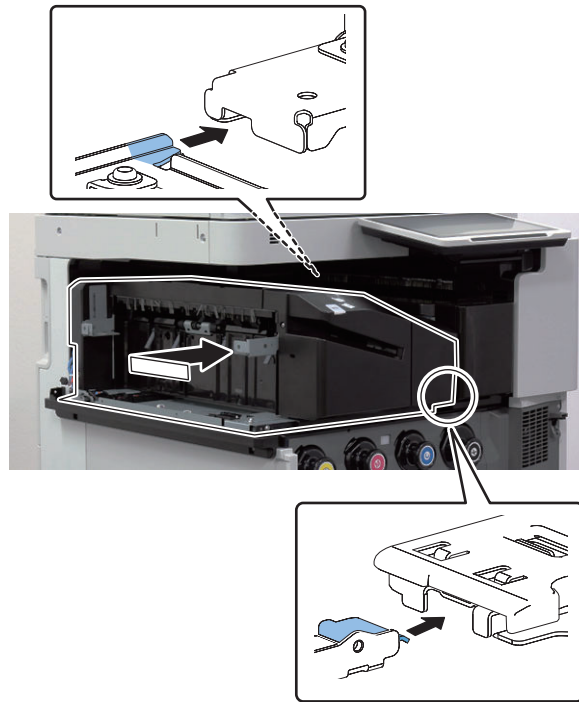
□  
**3.**

**NOTE:**

- Secure the Harness Band to the position in the figure below.
- Installing the part included with the Inner Finisher.

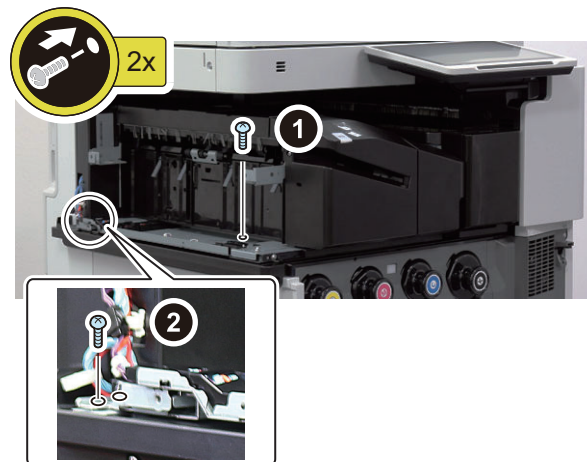
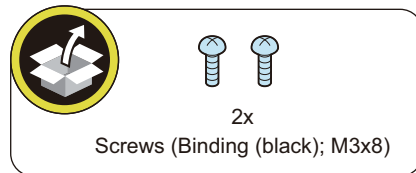


□  
4.

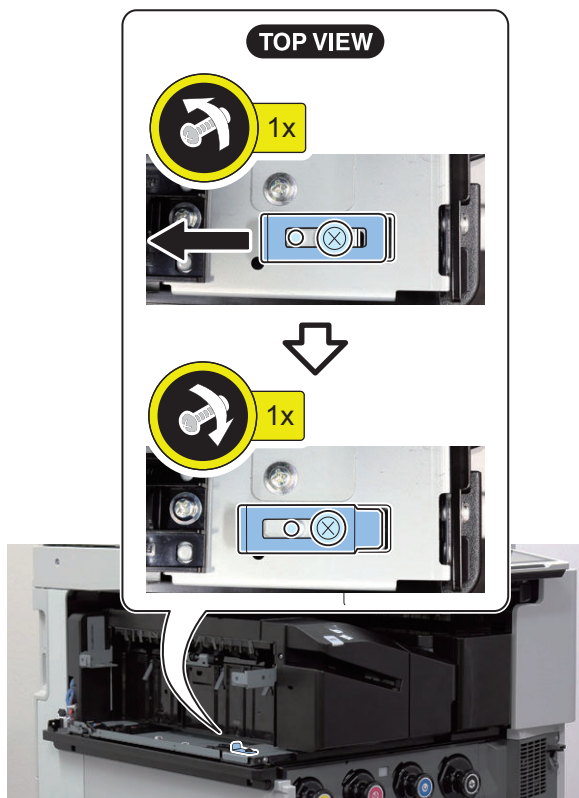


□  
5.

**NOTE:**  
Installing the parts included with the Inner Finisher.

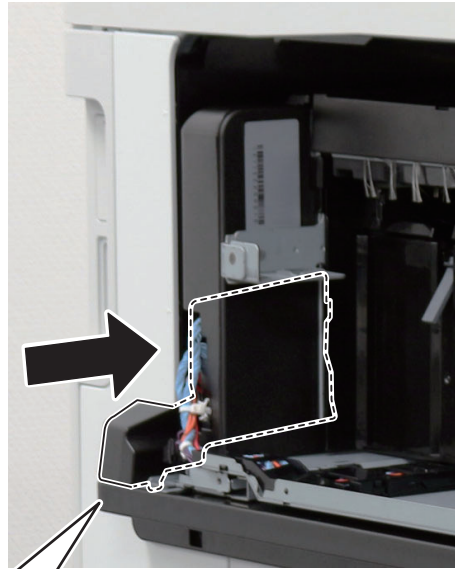
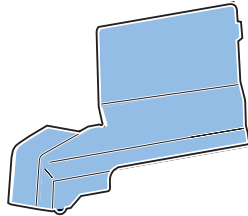
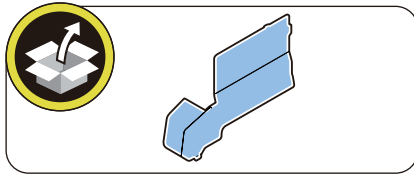


□  
**6.**



□  
7.

**NOTE:**  
Installing the part included with the Inner Puncher.



□

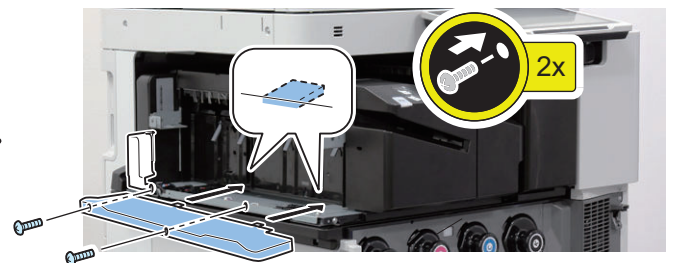
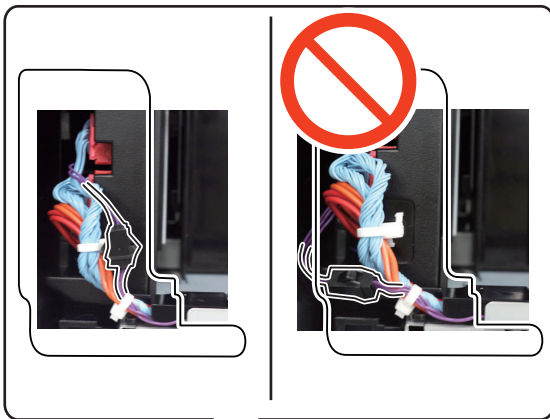
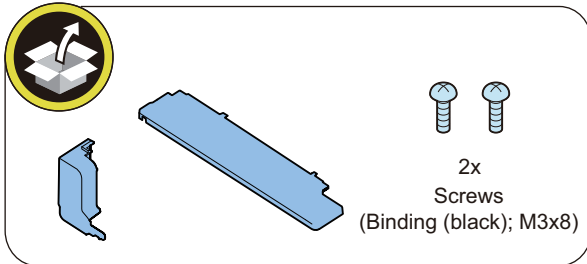
8.

**CAUTION:**

Before installing the Harness Cover 2, check that the connector is positioned as shown in the figure.

**NOTE:**

Installing the parts included with the Inner Finisher.

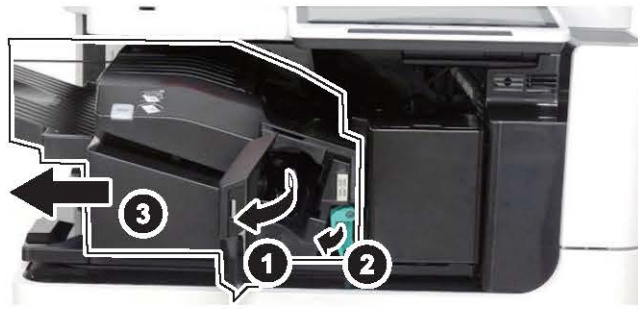


□

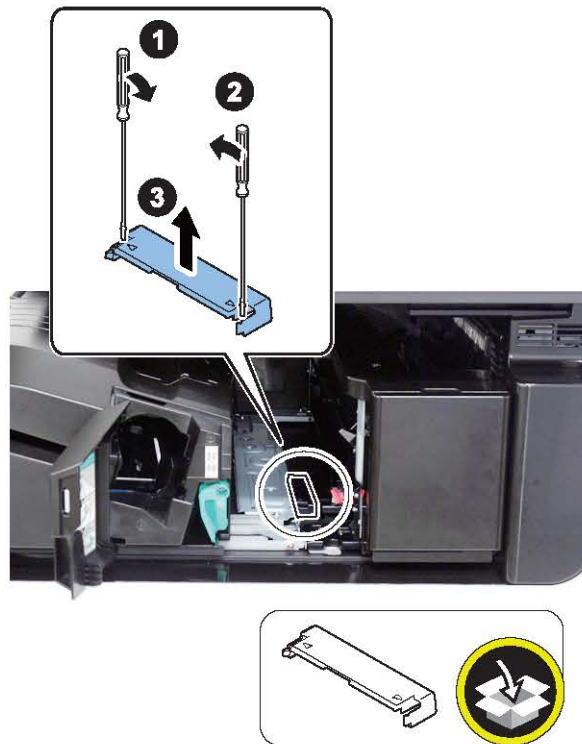
9.



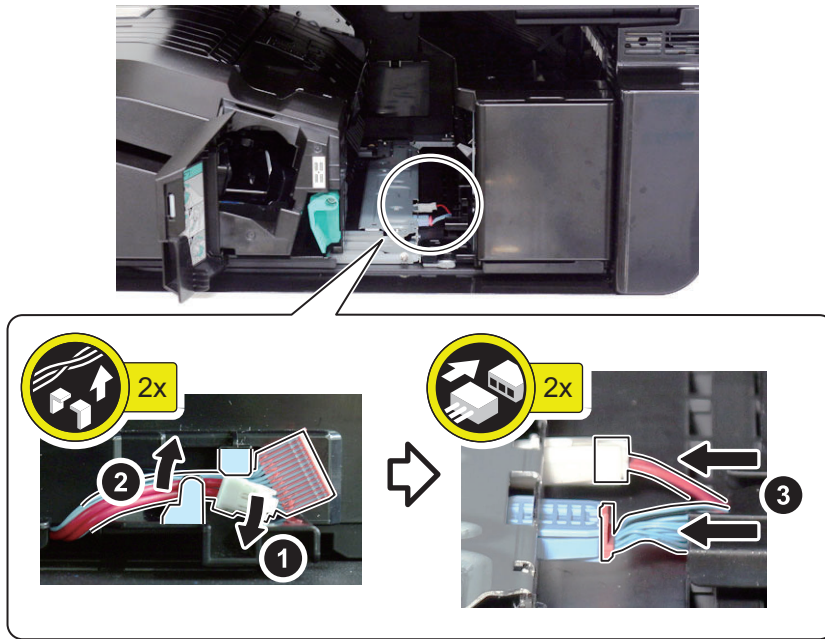
□  
10.



□  
11.

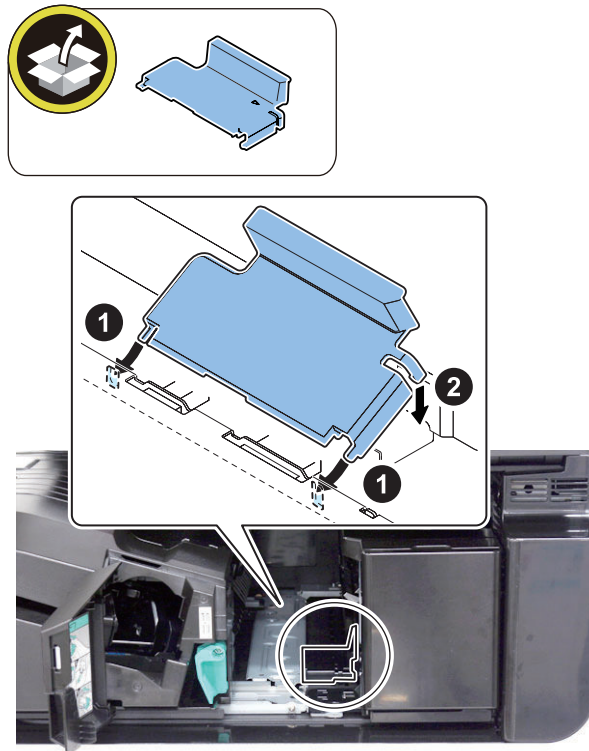


□  
12.



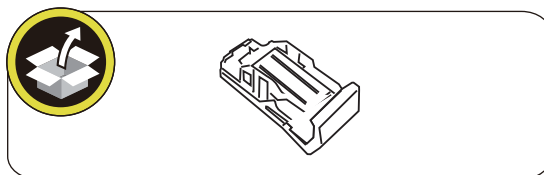
□  
13.

**NOTE:**  
Installing the part included with the Inner Puncher.



□  
14.

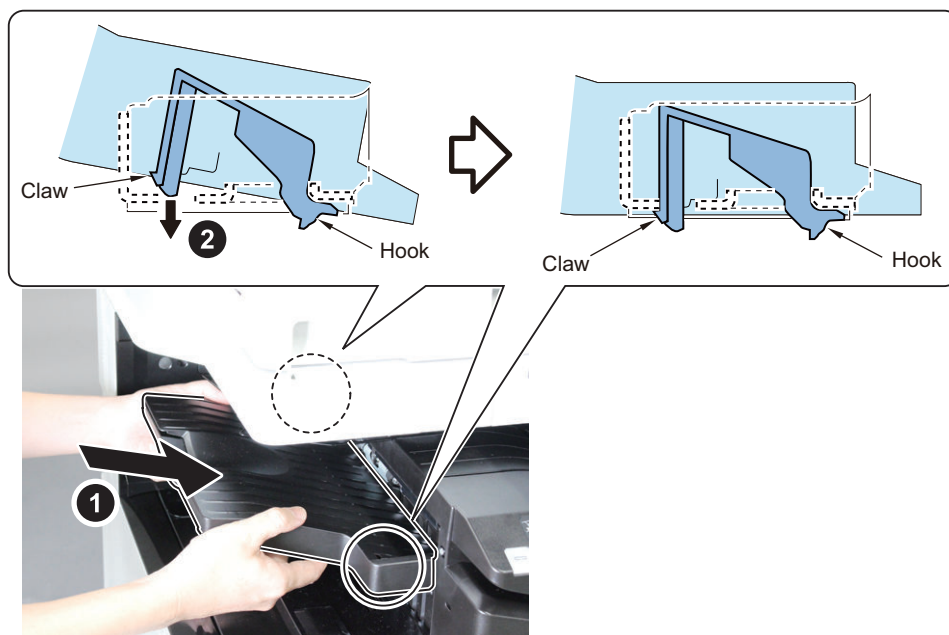
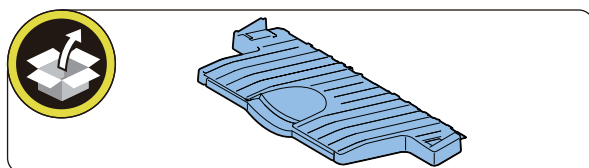
**NOTE:**  
Installing the part included with the Inner Finisher.





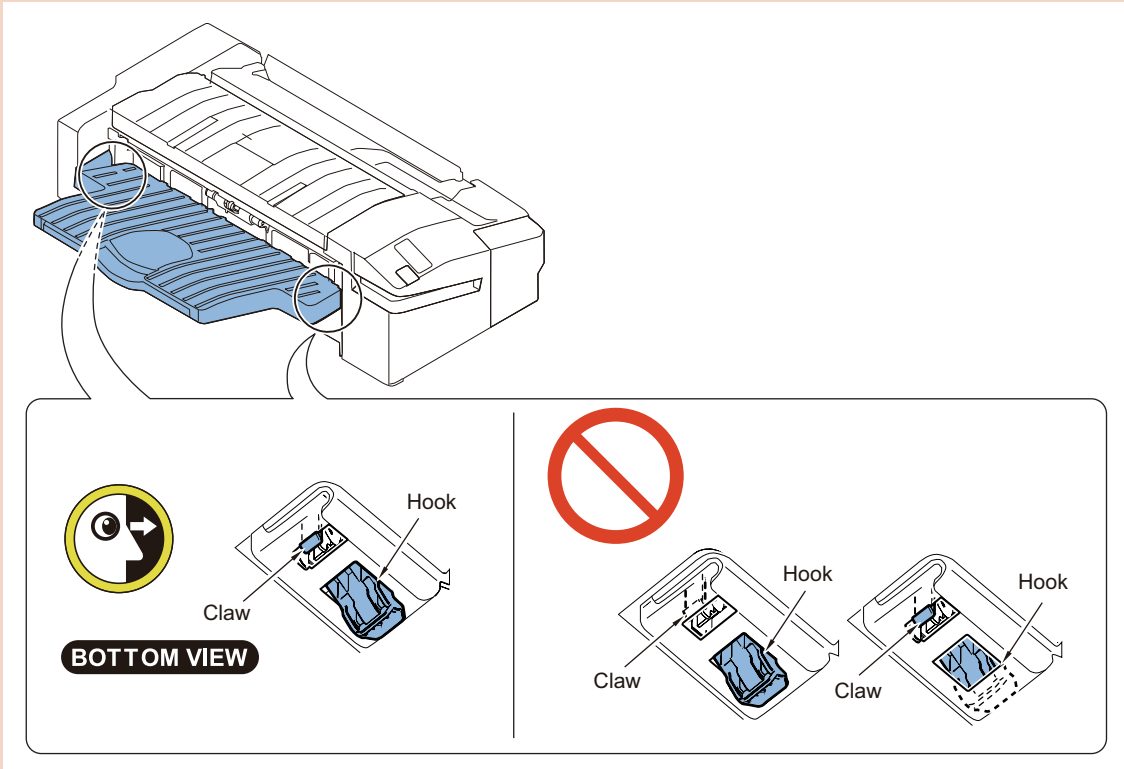
□  
15.

**NOTE:**  
Installing the part included with the Inner Finisher.



**CAUTION:**

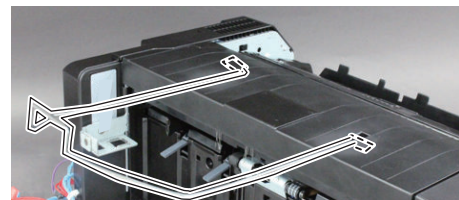
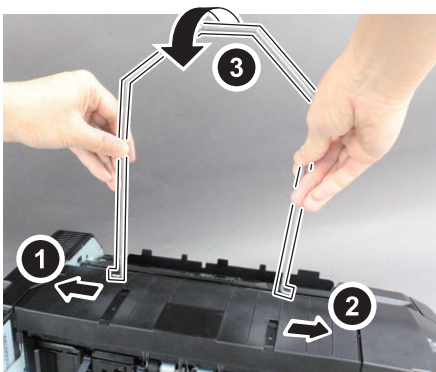
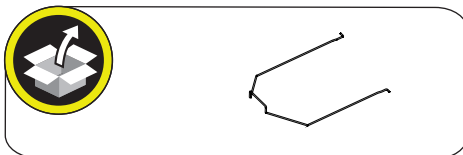
Check that the Stack Tray is properly installed. If the installation fails, error; E540-8001/8002 may occur at power ON.



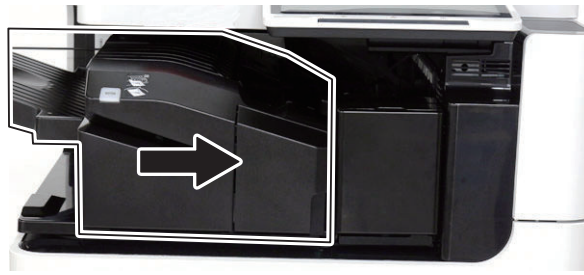
□  
**16.**

**NOTE:**

Installing the part included with the Inner Finisher.







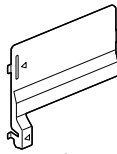
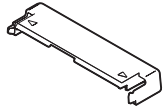
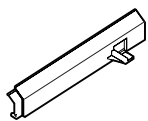


# 17.



## ● Checking after Installation

### ■ Disposal Parts

1. Following disposal parts are remained after the installation procedure.

<input type="checkbox"/> [1]  1x	<input type="checkbox"/> [2]  1x (Installed in the host machine)	<input type="checkbox"/> [3]  1x
<input type="checkbox"/> [4]  2x	<input type="checkbox"/> [5]  1x	<input type="checkbox"/> [6]  1x
<input type="checkbox"/> [7]  1x	<input type="checkbox"/> [8]  1x	<input type="checkbox"/> [9]  Screw (TP; M3x8) 1x

### ■ Operation Checks

- 
1. Connect the power plug of the Host Machine in the outlet.
- 
2. Turn ON the main power of the Host Machine.



3. If a message appears prompting the user to update the firmware, press [Update] to automatically update the firmware of this equipment.

**NOTE:**

If [Skip] is selected, a message will appear every time when the Host Machine turns ON prompting the user to update the firmware. In the service mode (Level 2) shown below, behavior of the message can be changed to be no longer displayed.

(Lv.2):

COPIER > OPTION > FNC-SW > VER-CHNG



4. Confirm the operations of Inner Puncher and Inner Finisher are normal at its paper transportation, staple mechanism, punch mechanism, etc.

## Adjustment

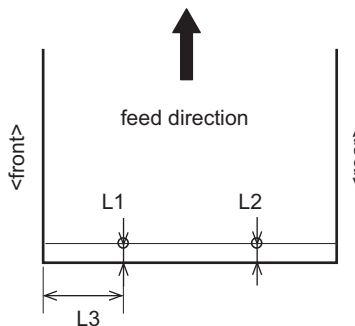
### ■ Checking and Adjusting the Punch Hole Position

#### ● Checking the Punch Hole Position

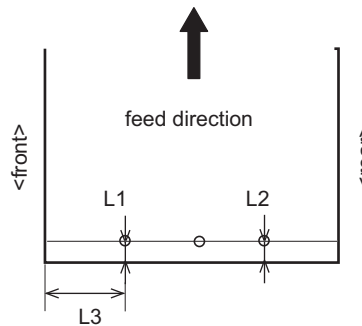


1. Make a print with the punch mode and check whether the side registration and the paper stop position are within the standard.

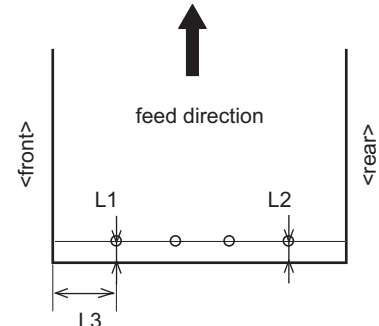
■ 2 Hole



■ 3 Hole



■ 4 Hole



<Standard>

- 2/3 Hole Puncher Unit

L1, L2	12mm±1.5mm
L3	2 holes: 104.8 ± 1.5 mm (11"x17"/ LTR) 113.6 ± 1.5 mm (A3/A4) 3 holes: 31.7±1.5mm (11"x17"/ LTR) 40.5±1.5mm (A3/ A4)

- 2/4 Hole Puncher Unit

L1, L2	12±1.5mm
L3	2 holes: 108.5±1.5mm (A3/ A4) 99.7±1.5mm (11"x17"/ LTR) 4 holes: 28.5±1.5mm (A3/ A4) 19.7±1.5mm (11"x17"/ LTR)

- 4 Hole Puncher Unit

L1, L2	12mm±1.5mm
L3	92.5±1.5mm (A3/ A4) 83.7±1.5mm (11"x17"/ LTR)

### • Side Registration Adjustment (Service mode adjustment)

When the side registration is not within the standard (when L3 is not within the standard), make the adjustment according to the following procedure.



**1. Enter the following service mode to adjust the side registration.**

- SORTER > ADJUST > PNCH-Y

**NOTE:**

- When the setting value is increased by 1, L3 increases by 0.1mm.  
+: L3 increases. (The punch holes shift to the rear.)  
-: L3 decreases. (The punch holes shift to the front.)
- This adjustment is available without depending on the setting (Speed Priority / Precision Priority) of the Switch Finisher Puncher Mode in the Settings / Registration menu.



**2. Exit the service mode.**

### • Paper Stop Position Adjustment (Service mode adjustment)

When the paper stop position is not within the standard (when L1/L2 is not within the standard), make the adjustment according to the following procedure.



**1. Enter the following service mode to adjust the paper stop position.**

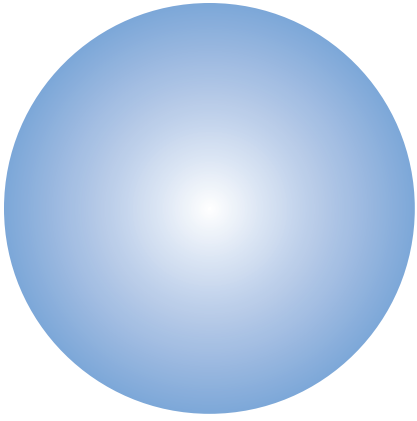
- SORTER > ADJUST > PNCH-X

**NOTE:**

- When the setting value is increased by 1, L1 and L2 increase by 0.1mm.  
+: L1 and L2 increase. (The punch holes shift to the delivery direction.)  
-: L1 and L2 decrease. (The punch holes shift to the inlet direction.)
- This adjustment is available without depending on the setting (Speed Priority / Precision Priority) of the Switch Finisher Puncher Mode in the Settings / Registration menu.



**2. Exit the service mode.**



# APPENDICES

Image position adjustment of Pickup  
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# Image position adjustment of Pickup transport system

## Adjusting Image Position (Printer)

### NOTE:

- In duplex printing, the first side is the front side and the second side is the back side.
- The Host Machine prints the first image on the back and the second on the front.

## Image position adjustment

### CAUTION:

- Adjusting the 1st side also changes the margin on the 2nd side.
- If the difference between the 1st and the 2nd sides is +/- 0.5 mm or less, do not adjust the 2nd side.
- The left/leading edge adjustment of the 2nd side is a difference adjustment between the 1st side and the 2nd side.

<Reference: Standard value>

Leading edge:  $4.0 + 1.5 / -1.0$  mm (front side, back side)

Left edge:  $2.5 + / -1.5$  mm (front side) /  $2.5 + / -2.0$  mm (back side)

After setting the following service mode, press the Start key and output a test print (2-sided print) from each of the paper sources.

- COPIER > TEST > PG > TYPE = 5
- COPIER > TEST > PG > COLOR-K = 1
- COPIER > TEST > PG > COLOR-Y/M/C = 0 (Set only the color machine)
- COPIER > TEST > PG > 2-SIDE = 1
- COPIER > TEST > PG > PG-PICK = each of the paper sources

### CAUTION:

- At 2-sided printing, paper is output with the 1st side facing up and 2nd side facing down.
- When checking the leading edge margin on the 1st side, check the up side of paper, and check the margin on the rear side with respect to the feed direction.

### CAUTION:

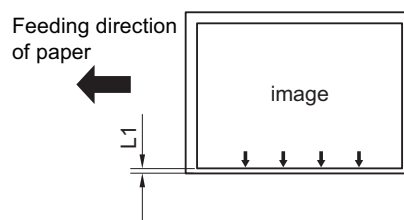
When it is out of the specified range, perform adjustment of each cassette in the following order.

Order	Cassette 3/4
1	Hardware adjustment
2	Software adjustment

## Cassette Left Edge Margin Adjustment (Software Adjustment)



1. Perform a test print from Cassette 1 (2-sided print), and confirm that the left margin is  $2.5 \pm 1.5$  mm.



## &lt; Cassette 1 out of Specification &gt;

**2. Change the left edge margin adjustment value for the 1st side of the Cassette 1.**

As the service mode value is changed by 1, the left margin is changed by 0.1 mm.

COPIER > ADJUST > FEED-ADJ > ADJ-C1

**3. Perform a test print from Cassette 2 (2-sided print), and confirm that the left margin is 2.5 +/- 1.5 mm.**

## &lt; Cassette 2 out of Specification &gt;

**4. Change the left edge margin adjustment value for the 1st side of the Cassette 2.**

As the service mode value is changed by 1, the left margin is changed by 0.1 mm.

COPIER > ADJUST > FEED-ADJ > ADJ-C2

**5. Write the new adjustment value on the service label.**

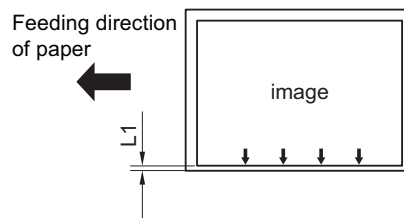
- ADJ-C1
- ADJ-C2

**6. Exit service mode.****■ Adjust Cassette Left Margin (Hardware adjustment)****NOTE:**

- The pictures and illustration used may differ from the actual machine, but there is no difference in the procedure.
- In the margin adjustment of the left edge of the 1st side of the Cassette, the software adjustment takes priority.
- Image position can not be adjusted by manual with the Cassette1.

**1.****NOTE:**

Perform a test print from Cassette 2, and confirm that the left margin is 2.5 +/- 1.5 mm.





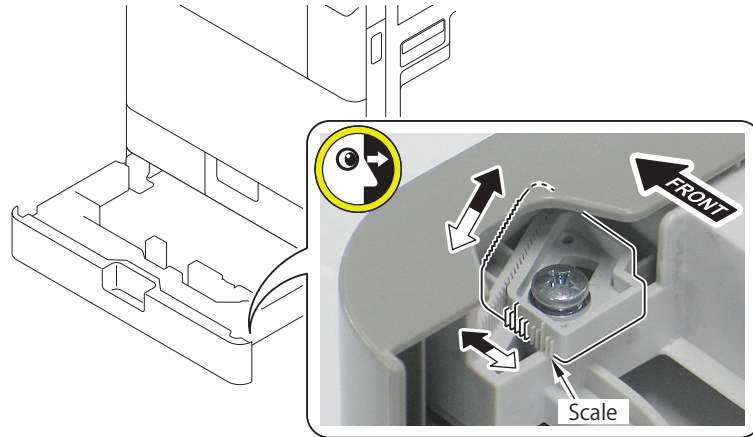
< In Case of Out of Range >



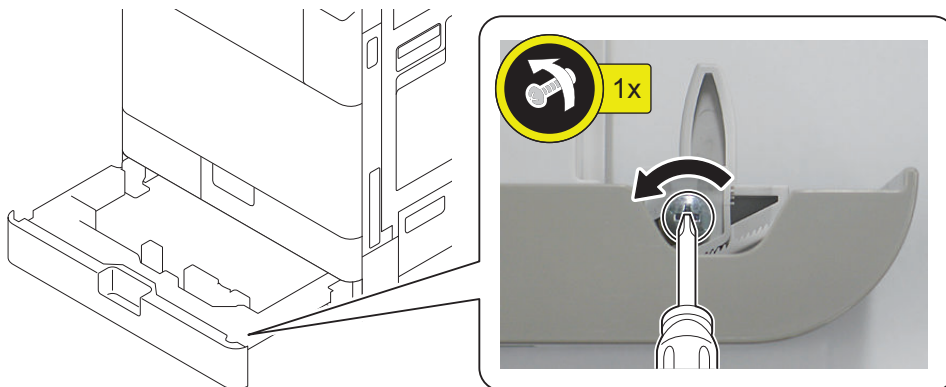
**2.**

**NOTE:**

- Pull out the cassette.
- Check the value of the scale on the Adjustment Plate.

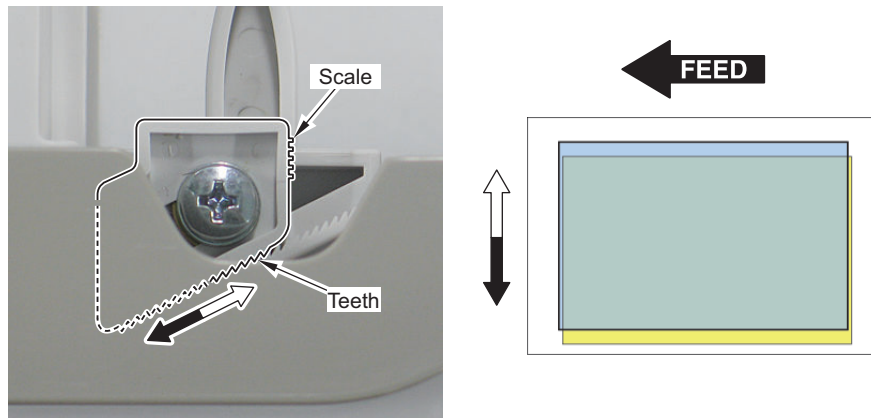


**3.** Loosen the 1 Fixed Screw.



□

- 4.** Move the Adjustment Plate left or right based on the scale value checked in step 2. (As the Adjustment Plate is moved toward the left of the machine by 1 tooth, the left edge margin is increased by 0.5 mm.)

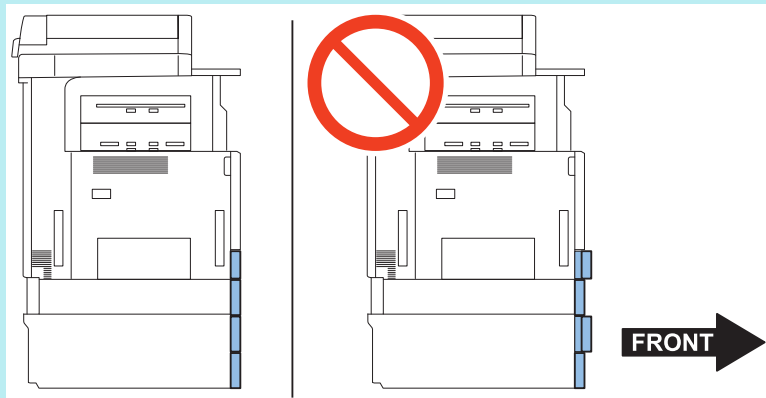


□

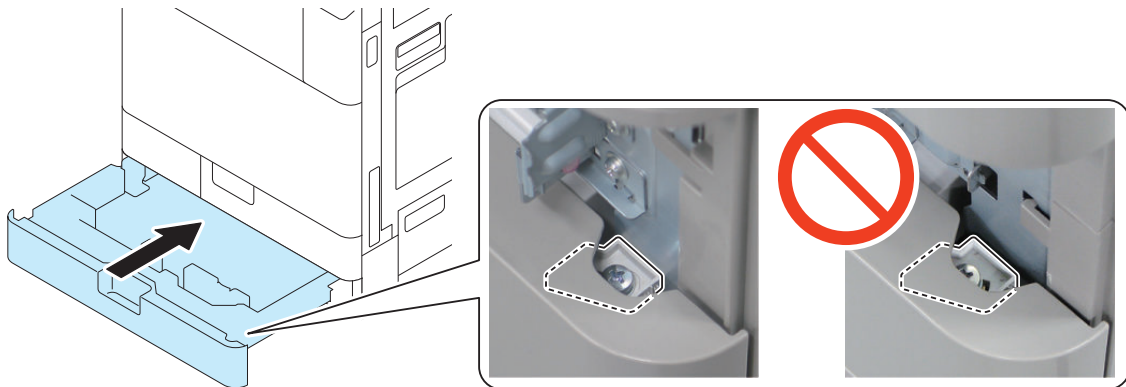
- 5.** Tighten the Fixation Screws.

**NOTE:**

If you move the Adjustment Plate, it may cause step differences between cassette.  
Loosen two screws on the right and left sides of the cassette front cover and adjust the level difference of the cassette.



- 6.** Pull out the next upper cassette, and check if the Adjustment Plate is correctly pushed against the frame.



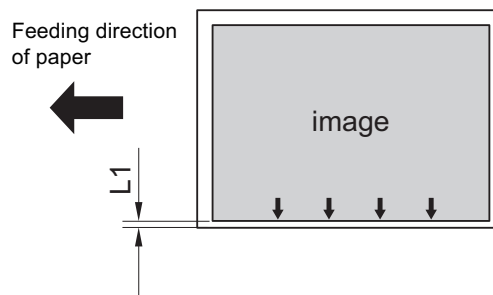
**CAUTION:**

If the Adjustment Plate is not correctly pushed against the frame, image cannot be correctly adjusted.  
When the cassette 3 is used for checking, it is necessary to remove the cassette front cover.

- 7.** Check the output and confirm the margin is within the standard values.

■ **Multi-purpose Tray Left Edge Margin Adjustment (1st side)**

1. Execute duplex printing from the Multi-purpose Tray, and check that the left edge margin for the 1st side is within 2.5 +/- 1.5mm.



< In Case of Out of Range >

2. Change the left edge margin adjustment value for the 1st side of the Multi-purpose Tray.

If the value of service mode is increased by "1", the left edge margin becomes 0.1mm larger.  
COPIER > ADJUST > FEED-ADJ > ADJ-MF

3. Write the new adjustment value on the service label.

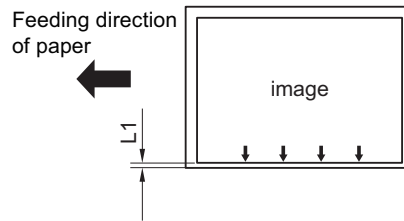
• ADJ-MF

4. Exit from Service Mode.

## ■ Cassette Left Edge Margin Adjustment (2nd Side)



1. Perform a test print from Cassette 1 (2-sided print), and confirm that the left edge margin is 2.5 +/- 2.0 mm.



### < Cassette 1 out of Specification >



2. Change the left edge margin adjustment value for the 1st side of the Cassette 1.  
As the service mode value is changed by 1, the left edge margin is changed by 0.1 mm.  
COPIER > ADJUST > FEED-ADJ > ADJ-C1RE



3. Enter the value same as the left edge margin adjustment value for the 2nd side of the Cassette 1 to the left edge margin adjustment value for the 2nd side of the Cassette 2.  
COPIER > ADJUST > FEED-ADJ > ADJ-C2RE



4. Perform a test print from Cassette 1 (2-sided print), and confirm that the left margin is 2.5 +/- 2.0 mm.

### < Cassette 2 out of Specification >



5. Change the left edge margin adjustment value for the 1st side of the Cassette 2.  
As the service mode value is changed by 1, the left margin is changed by 0.1 mm.  
COPIER > ADJUST > FEED-ADJ > ADJ-C2RE



6. Write the new adjustment value on the service label.
  - ADJ-C1RE
  - ADJ-C2RE



7. Exit service mode.

## ■ Multi-Purpose Tray Left Margin Adjustment (2nd Side)



1. Perform a test print from Multi-Purpose Tray (2-sided print), and confirm that the left margin is 2.5 +/- 2.0 mm.

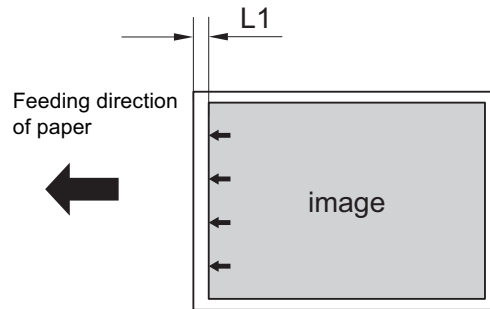
### < In Case of Out of Range >



2. Change the left edge margin adjustment value for the 2nd side of the Multi-purpose Tray.  
As the service mode value is changed by 1, the left margin is changed by 0.1 mm.  
COPIER > ADJUST > FEED-ADJ > ADJ-MFRE

**3. Write the new adjustment value on the service label.**

- ADJ-MFRE

**■ Leading Edge Margin Adjustment (1st side)****1. Perform a test print from Cassette 1, and confirm that the leading margin is  $L1 = 4.0 + 1.5/-1.0$  mm.**

&lt; In Case of Out of Range &gt;

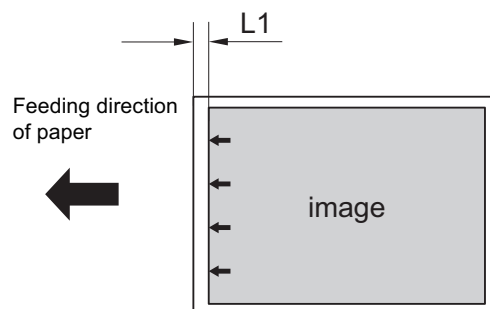
**2. Change the leading margin adjustment value for the 1st side of the Cassette 1.**

Increasing the service mode value by 1 increases the leading margin by 0.1 mm.

COPIER &gt; ADJUST &gt; FEED-ADJ &gt; REGIST

**3. Write the new adjustment value on the service label.**

- REGIST

**■ Leading Edge Margin Adjustment (2nd Side)****1. Perform a test print from Cassette 1(2-sided print), and confirm that the leading margin is  $L1 = 4.0 + 1.5/-1.0$  mm.**

&lt; In Case of Out of Range &gt;

**2. Change the leading margin adjustment value for the 2nd side of the Cassette 1. Increasing the service mode value by 1 increases the leading margin by 0.1 mm.**

COPIER &gt; ADJUST &gt; FEED-ADJ &gt; REG-DUP1

**3. Write the new adjustment value on the service label.**

- REG-DUP1

**■ Cassette Pedestal**

&lt;When installing the Cassette Pedestal at the same time&gt;

Proceed the next step "Manual Adjustment" and "Adjustment Procedure (service mode)".

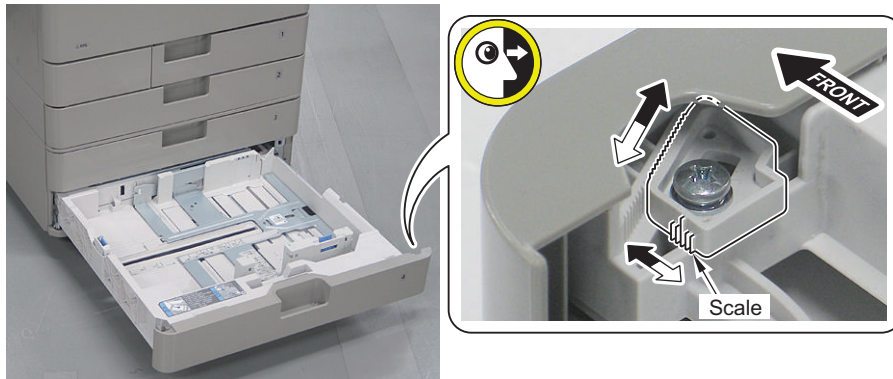
<When installing only the Host Machine>

“Image Position Adjustment (Single Pass ADF)” on page 49

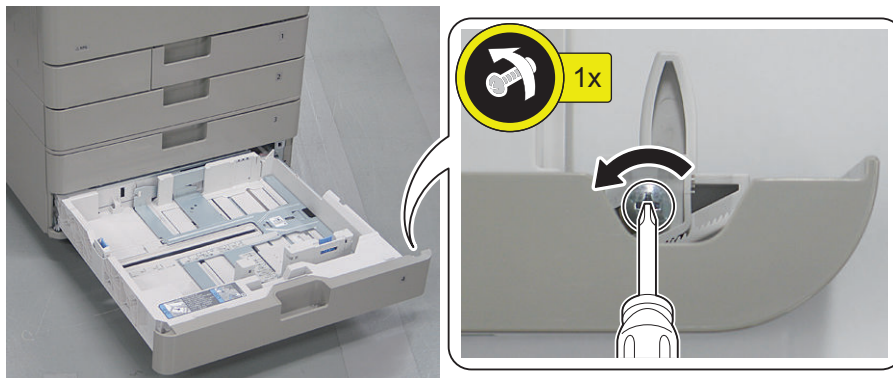
## ● 2-Stage Cassette Pedestal - AW1

### Hardware adjustment

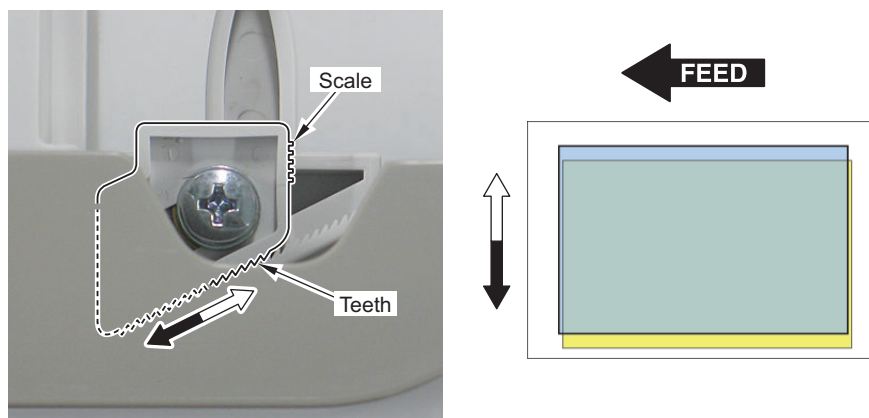
1. Pull out the cassette.
2. Check the value of the scale on the Adjustment Plate.



3. Loosen the 1 Fixation Screw.



4. Move the Adjustment Plate left or right based on the scale value checked in step 2. (As the Adjustment Plate is moved toward the left of the machine by 1 tooth, the left edge margin is increased by 0.5 mm.)

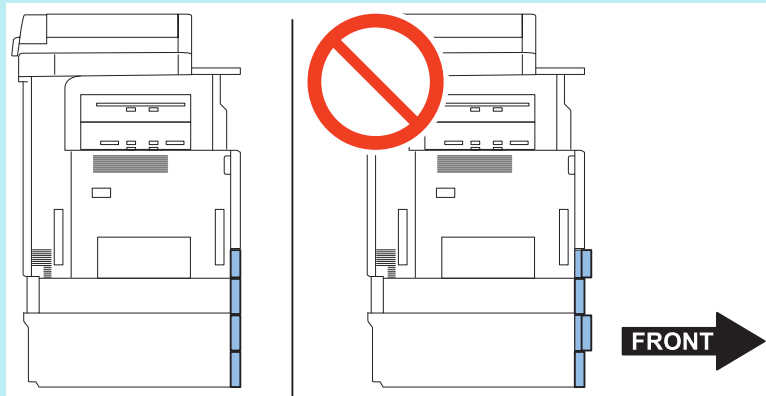


## 5. Tighten the Fixation Screws.

### NOTE:

If you move the Adjustment Plate, it may cause the difference in level of the cassettes.

If you are concerned with the difference in level of the cassettes, adjust it by loosening the 2 screws on the side.



## 6. Pull out the next upper cassette, and check if the Adjustment Plate is correctly pushed against the frame.



### CAUTION:

If the Adjustment Plate is not correctly pushed against the frame, image cannot be correctly adjusted. When checking Cassette 3, the Between-cassette Cover needs to be removed.

## 7. Check the output and confirm the margin is within the standard values.

### Margin Adjustment (Software Adjustment)

#### 1. Leading edge

Use the following service mode to make an adjustment.

- REGIST: 1/1 speed, front side
- REG-DUP1: 1/1 speed, back side
- REG-THCK: 1/2 speed, front side
- REG-DUP2: 1/2 speed, back side

As the input value is changed by 1, the margin on the left edge of paper is changed by 0.1 mm.

#### 2. Left edge

Use the following service mode to make an adjustment.

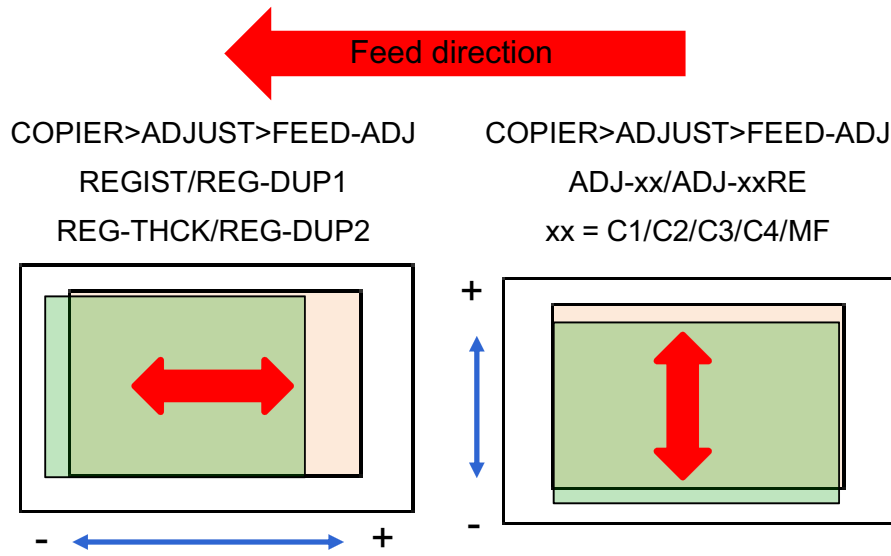
- ADJ-C3/ C4 : front side
- ADJ-C3RE/ C4RE : back side

As the input value is changed by 1, the margin on the left edge of paper is changed by 0.1 mm.

3. If the service mode setting value has been changed, write down the new adjustment value on the service label.

Standard value

- Leading edge:  $4.0 + 1.5 / -1.0$ mm (front side, back side)
- Left edge:  $2.5 \pm 1.5$ mm (ront side) /  $2.5 \pm 2.0$ mm (back side)





# Revision History

Rev	Chapter		Category	Product Name	Reference	Remarks
1.0	-	-	First Edition	Installation manual	-	-
2.0	2	Host Machine	Add Contents	Installing the Scanner	"Installing the Scanner" on page 26	
	4	Host Machine Options	Add Contents	Super G3 FAX Board-AX1	"Super G3 FAX Board-BH1" on page 305	
3.0	1	Host Machine Options	Add Contents	Protection Profile for Hardcopy Devices	"Function expansion system options" on page 7	
	4	Host Machine Options	Add Contents	Protection Profile for Hardcopy Devices	"Protection Profile for Hardcopy Devices Adaptive Installation Procedure" on page 346	
	2	Host Machine	Contents modification	Host Machine		Relocate the image position adjustment (printer) to the appendix
	5	Paper Feed Options	Contents modification	Cassette Feeding Unit-AW1		Relocate image position adjustment to Appendix