Troubleshooting

Toner empty

Paper misfeed

```
MISFEED      E130
OPEN SIDE COVER
```
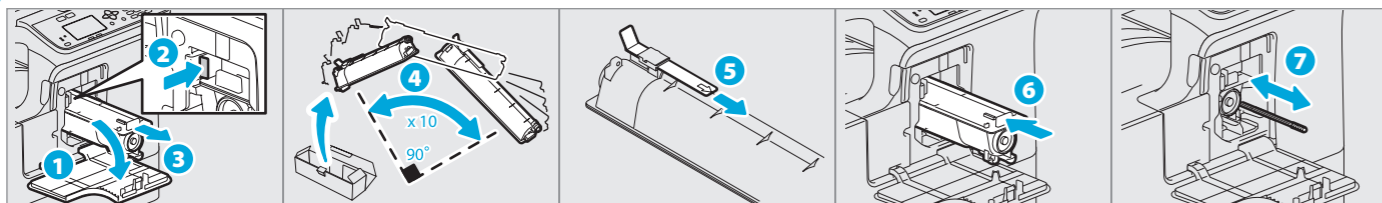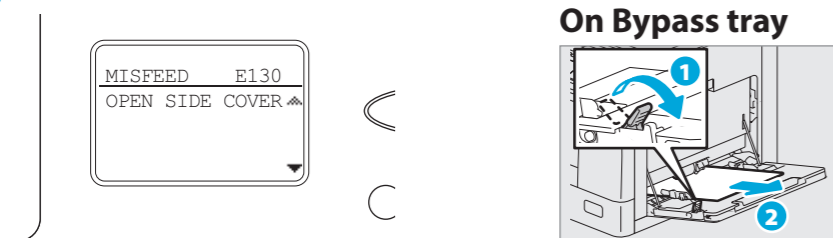
On Bypass tray
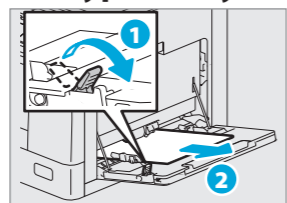
In Side cover

In RADF

In PFU

Printed in China 6LJ84270000
R150120P7002-TTEC OME150011B0 DP-2303A/2303AM/2803AM Ver02 F 2017-08
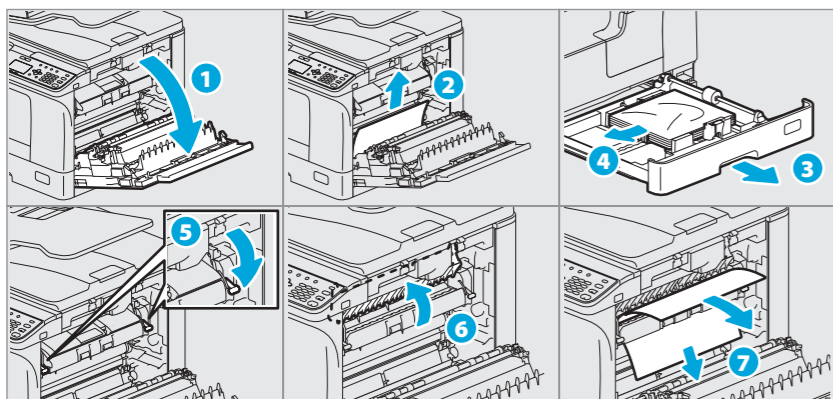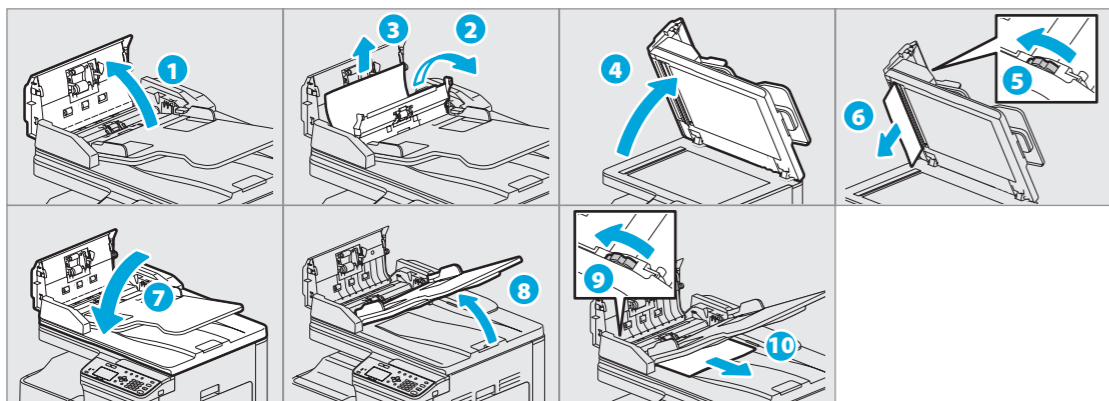
TOSHIBA
Leading Innovation >>>

MULTIFUNCTIONAL DIGITAL SYSTEMS

e-STUDIO2303A
e-STUDIO2303AM/2803AM
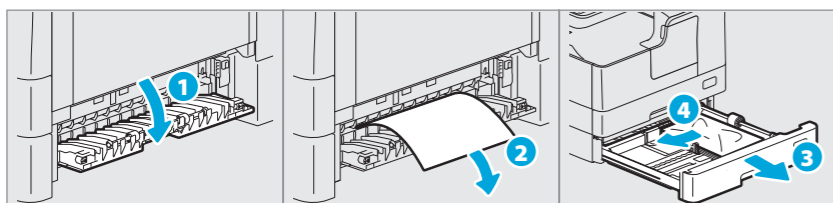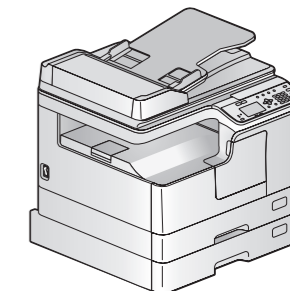
Quick Guide

This manual describes the components, preparations, basic operations, and troubleshooting for the equipment. **Before using the equipment, read the** *Safety Information* **(Printouts).** The DVD bundled with the equipment contains the manuals (PDF file).
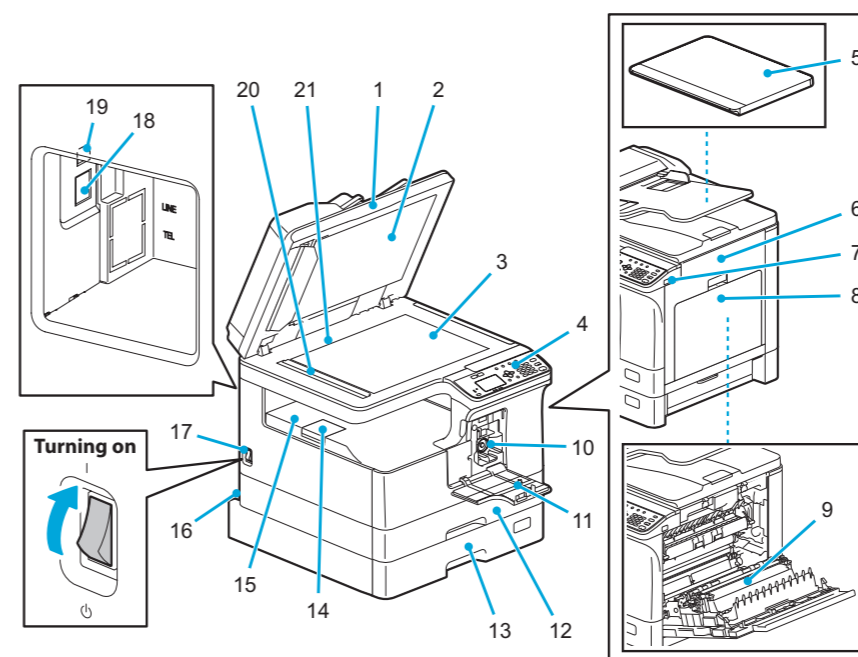
Trademarks
Company names and product names in this manual are the trademarks of their respective companies.
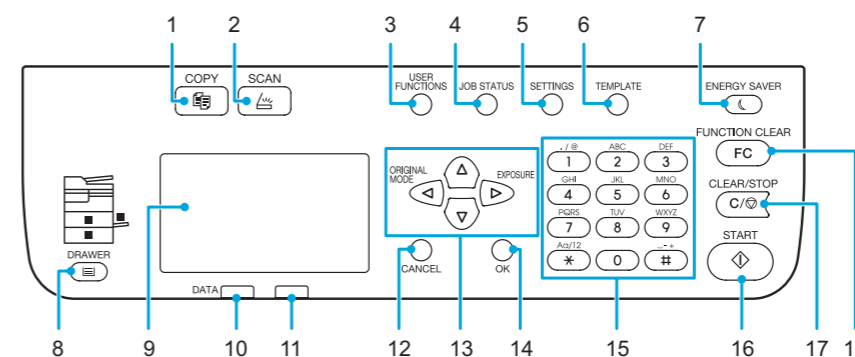
Component Description

Equipment

1. **Reversing Automatic Document Feeder (RADF, optional)**
2. **Platen sheet**
3. **Original glass**
4. **Control panel**
5. **Platen Cover (optional <included as standard in some regions>)**
6. **Side cover**
7. **USB port**
8. **Bypass tray**
9. **Automatic Duplexing Unit (ADU, optional)**
10. **Toner cartridge**
11. **Front cover**
12. **Drawer**
13. **Paper Feed Unit (PFU, optional)**
14. **Paper exit stopper**
15. **Receiving tray**
16. **AC-IN terminal (rear)**
17. **Power switch**
18. **Network interface connector (only for e-STUDIO2303AM/2803AM)**
19. **USB terminal (4-pin)**
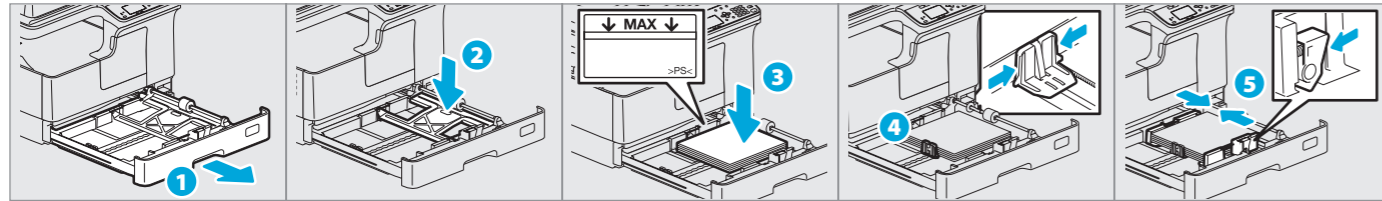20. **Scanning area**
21. **Original scale**

Control panel

1. **COPY**	11. **Alert lamp**
2. **SCAN**	12. **CANCEL**
3. **USER FUNCTIONS**	13. △▽◁▷
4. **JOB STATUS**	14. **OK**
5. **SETTINGS**	15. **Digital keys**
6. **TEMPLATE**	16. **START**
7. **ENERGY SAVER**	17. **CLEAR/STOP**
8. **DRAWER**	18. **FUNCTION CLEAR**
9. **LCD screen**	
10. **DATA**	

Before Use

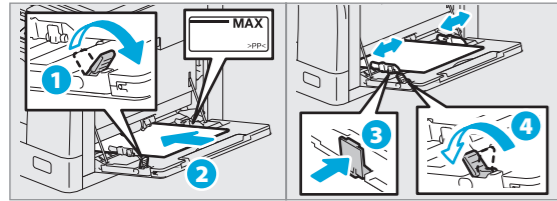## Loading paper

Drawer

Bypass tray

To set paper size of Drawer
When you load paper in the drawer, a pop-up window appears. Follow the instructions and set the paper size. (When the "POP UP" function is set to "ENABLE".)

Driver installation

Installing the driver requires the administrator authority. For Windows 7, Windows 8.1, Windows Server 2008 R2, Windows Server 2012 , or Windows Server 2016, use the installer.
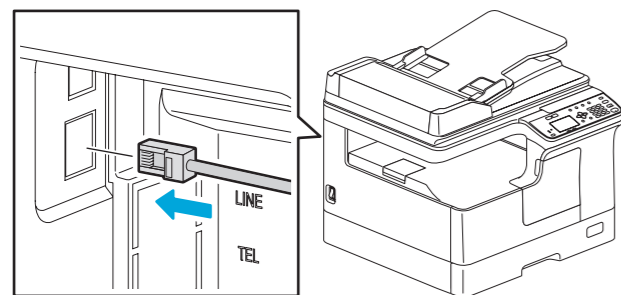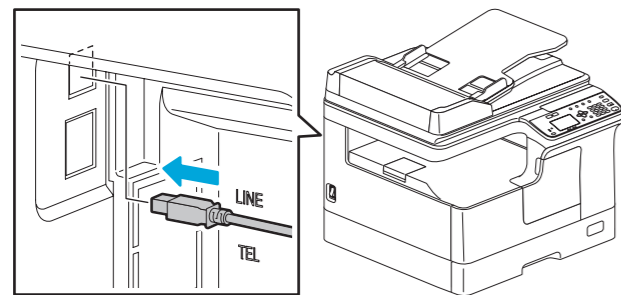
Note when installing from installer
• Close all running applications.
• If the installer does not automatically start, double-click "Setup.exe" in the DVD.

Connecting computer

Before installing the drivers, connect the equipment and the computer with a USB cable or Network interface cable*.

* Only for e-STUDIO2303AM/2803AM

Using installer

1. Close all running applications.
2. Make sure that the equipment is turned on.
3. Insert the DVD into the computer.
4. Double-click "Setup.exe".
5. Follow the on-screen instructions.

Using Plug and Play

1. Turn on the equipment.
2. Follow the on-screen instructions.

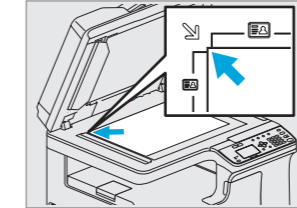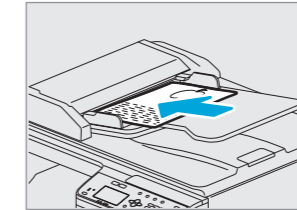▶ Printer and scanner functions are available.

Basic Operations
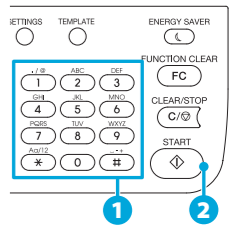
Copier

1. Place the original(s).

Original glass

RADF

2. Press [COPY] and make the copy settings.

```
📄 READY
🔲 100% 📄 A4          1
AUTO EXPOSURE    ▲
TEXT/PHOTO       ▼
```

3. Enter the number of copies with the digital keys ❶, and then press [START] ❷ to copy.

To stop copying
Press [CLEAR/STOP]

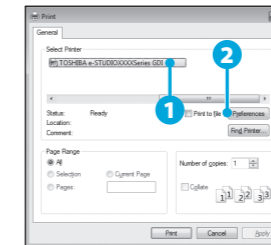**To reset settings and LCD screen after copying**
Press [FUNCTION CLEAR]

Shortcut keys
Press ◁ : "ORIGINAL MODE"
Press ▷ : Europe and the Americas "EXPOSURE", Except Europe and the Americas "ID CARD"

Printer

1. Select [Print] from the application's [File] menu.
2. Select your printer ❶ , and then click [Preferences] ❷.

3. Make print option settings, and then click [OK].
4. Click [Print] ([OK]).

Scanner

Scan to USB Memory

1. Place the original(s).
2. Press [SCAN].
3. Connect the USB storage device to the equipment and wait a few seconds.
4. Press ▽ or △ to select "USB", and then press [OK].
5. Press ▷ to make the scan settings as required.
6. Press [START] to scan your documents.

TWAIN Scan

1. Place the original(s).
2. Launch a TWAIN-compliant application.
3. Select the device from the application's [File] menu.
4. Select the menu to scan from the application's [File] menu.
5. Make the scan settings, and then click [Scan].

Templates

Registering a template

1. Press [COPY] or [SCAN].
2. Make settings for the functions to register as a template.
3. Press [TEMPLATE].
4. Press ▽ or △ to select "REGISTRATION", and then press ▷.
5. Press ▽ or △ to select a template, and then press [OK].

Recalling a template

1. Press [COPY] or [SCAN].
2. Press [TEMPLATE].
3. Press ▽ or △ to select "RECALL", and then press ▷.
4. Press ▽ or △ to select the template, and then press [OK].