RICOH

Aficio™
CL7000

Setup Guide

1. Guide to Printer Parts
2. Setting Up
3. Preparing to Print
4. Installing Options

For safe and correct use of this machine, please be sure to read the Safety Information in the Setup Guide before you use it.

Introduction

This manual describes detailed instructions on the operation and notes about the use of this machine. To get maximum versatility from this machine all operators are requested to read this manual carefully and follow the instructions. Please keep this manual in a handy place near the machine.

Power Source

220 - 240 V, 50/60 Hz, 6 A or more

Please be sure to connect the power cable to a power source as above.

Operator Safety:

This printer is considered a class 1 laser device, safe for office/EDP use. The printer contains 7 milliwat, 645 - 660 nanometer wavelength, AlGaInp Laser Diode. Direct (or indirect reflected) eye contact with the laser beam might cause serious eye damage. Safety precautions and interlock mechanisms have been designed to prevent any possible laser beam exposure to the operator.

The following label is attached on the back of the printer.

```
CLASS 1 LASER PRODUCT
LASER KLASSE 1 PRODUKT
```

Laser Safety:

The optical housing unit can only be repaired in a factory or at a location with the requisite equipment. The laser subsystem is replaceable in the field by a qualified Customer Engineer. The laser chassis is not repairable in the field. Customer engineers are therefore directed to return all chassis and laser subsystems to the factory or service depot when replacement of the optical subsystem is required.

Important

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

Caution:

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

Do not attempt any maintenance or troubleshooting other than that mentioned in this manual. This printer contains a laser beam generator and direct exposure to laser beams can cause permanent eye damage.

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

For good copy quality, the supplier recommends that you use genuine toner from the supplier.

The supplier shall not be responsible for any damage or expense that might result from the use of parts other than genuine parts from the supplier with your office products.

Trademarks

Microsoft, Windows, and Windows NT are registered trademarks of Microsoft Corporation in the United States and/or other countries.

IPS-PRINT Printer Language Emulation Copyright© 1999-2000 Oak Technology, Inc., All rights reserved.

Ethernet is a registered trademark of Xerox Corporation.

Bluetooth is a Trademark of the Bluetooth SIG, Inc. (Special Interest Group) and licensed to RICOH Company Limited.

Copyright© 2001 Bluetooth SIG, Inc.

The Bluetooth Trademarks are owned by Bluetooth SIG, Inc. USA

Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights involved with those marks.

Notes:

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

Certain options might not be available in some countries. For details, please contact your sales or service representative.

Note

The proper names of the Windows operating systems are as follows:

- The product name of Windows® 95 is Microsoft® Windows® 95.
- The product name of Windows® 98 is Microsoft® Windows® 98.
- The product name of Windows® Me is Microsoft® Windows® Millennium Edition (Windows Me).
- The product names of Windows® 2000 are as follows:
  Microsoft® Windows® 2000 Advanced Server
  Microsoft® Windows® 2000 Server
  Microsoft® Windows® 2000 Professional
- The product names of Windows® XP are as follows:
  Microsoft® Windows® XP Professional
  Microsoft® Windows® XP Home Edition
- The product names of Windows NT ® 4.0 are as follows:
  Microsoft® Windows NT® Server 4.0
  Microsoft® Windows NT® Workstation 4.0

Safety Information

When using your equipment, the following safety precautions should always be followed.

Safety During Operation

In this manual, the following important symbols are used:

⚠ *WARNING:*
  Ignoring this warning could cause serious injury or even death.

⚠ *CAUTION:*
  Ignoring this caution could cause injury or damage to property.

⚠ *WARNING:*

- *Only connected the machine to the power source described on the inside front cover of this manual.*
- *Avoid multi-wiring.*
- *Do not damage, break or make any modifications to the power cord. Do not place heavy objects on it, pull it hard or bend it more than necessary. These actions could cause an electric shock or fire.*
- *Do not plug or unplug the power cord with your hands wet. Otherwise, an electric shock might occur.*
- *Make sure the wall outlet is near the machine and freely accessible so that in event of an emergency it can be unplugged easily.*
- *Do not remove any covers or screws other than those specified in this manual. Some parts of the machine are at a high voltage and could give you an electric shock. Also, if the machine has laser systems, direct (or indirect) reflected eye contact with the laser beam may cause serious eye damage. When the machine needs to be checked, adjusted, or repaired, contact your service representative.*
- *Do not take apart or attempt any modifications to this machine. There is a risk of fire, electric shock, explosion or loss of sight. If the machine has laser system, there is a risk of serious eye damage.*
- *If the machine looks damaged or breaks down, smoke is coming out, there is a strange smell or anything looks unusual, immediately turn off the operation and main power switches then unplug the power cord from the wall. Do not continue using the machine in this condition. Contact your service representative.*
- *If metal, liquid or foreign matter falls into the machine, turn off the operation and main power switches, and unplug the main power cord. Contact your service representative. Do not keep using the machine with a fault or defect.*
- *Do not put any metal objects or containers holding water (e.g. vases, flowerpots, glasses) on the machine. If the contents fall inside the machine, a fire or electric shock could occur.*
- *Do not incinerate used toner or toner containers. Toner dust might ignite when exposed to an open flame. Dispose of the used toner containers according to local regulations for plastics.*
- *Confirm that the wall outlet is near the machine and freely accessible, so that in event of an emergency, it can be unplugged easily.*
- *To avoid hazardous electric shock or laser radiation exposure, do not remove any covers or screws other than those specified in this manual.*

⚠ *CAUTION:*

- *Keep the machine away from humidity and dust. A fire or an electric shock might occur.*
- *Do not place the machine on an unstable or tilted surface. If it topples over, it could cause injury.*
- *After you move the machine, fix it with the caster fixture. Otherwise, the machine might move or come down to cause a personal injury.*
- *When you move the machine, unplug the power code from the wall outlet to avoid fire or electric shock.*
- *When machine will not be used for a long time, unplug the power code.*
- *When you pull out the plug from the socket, grip the plug to avoid damaging the cord and causing fire or electric shock.*
- *If you use the machine in a confined space, make sure there is a continuous air turnover.*
- *Do not reuse stapled paper. Do not use aluminum foil, carbon-containing paper or other conductive paper. Otherwise, a fire might occur.*
- *When removing misfed paper, do not touch the fusing section because it could be very hot.*
- *This machine has been tested for safety using this suppliers parts and consumables. We recommend you only use these specified supplies.*
- *Touch only the handles, no other parts. The fuser oil unit gets very hot and will burn your hands if you touch it.*
- *Do not eat or swallow toner.*
- *Keep toner (used or unused) and toner containers out of reach of children.*
- *Deliver to collection point for waste products. Do not be disposed of via domestic refuse collection.*
- *The inside of the machine becomes very hot. Do not touch the parts with a label indicating a "hot surface". Touching a "hot surface" could result in a burn (⚠: means "hot surface").*
- *The User Account Enhance Unit installed on the controller has a IC2 lithium battery which can explode if replaced incorrectly. Replace the User Account Enhance Unit only with the indicated one.*
- *Do not place the IC2 lithium battery near or into fire, or it will explode and cause a burn.*
- *Keep the fuser oil unit away from flames. There is a risk of fire or burns.*
- *Keep the waste oil bottle away from flames. There is a risk of fire or burns.*

✐ Note

❒ Disposal should take place at an authorized dealer or an appropriate collection site. An IC2 lithium battery is inside the User Account Enhance Unit.

❒ If you are disposing the User Account Enhance Unit, separate the IC2 lithium battery from the board and dispose of them according to local regulations.

❒ To avoid possible build-up of ozone, locate this machine in a large well ventilated room that has an air turnover of more than 30 m^3 /hr/person.

❒ When you use this machine for a long time in a confined space without good ventilation, you may notice an odd smell. To keep the workplace comfortable, we recommend that you keep it well ventilated.

❗Important

❒ Rating voltage of the connector for options: Max. DC 24 V.

ENERGY STAR Program

ENERGY STAR®

As an ENERGY STAR Partner, we have determined that this machine model meets the ENERGY STAR Guidelines for energy efficiency.

The ENERGY STAR Guidelines intend to establish an international energy-saving system for developing and introducing energy-efficient office equipment to deal with environmental issues, such as global warming.

When a product meets the ENERGY STAR Guidelines for energy efficiency, the Partner shall place the ENERGY STAR logo onto the machine model.

This product was designed to reduce the environmental impact associated with office equipment by means of energy-saving features, such as Low-power mode.

❖ **Low-power Mode (Energy Saver mode)**

This printer automatically lowers its power consumption 60 minutes after the last operation has been completed. To exit Low-power (Energy Saver) mode, press any key on the control panel. For details about how to configure Energy Saver mode, see "Making Printer Settings using the Control Panel", *Administrator Reference* as a PDF file on the CD-ROM.

❖ **Specifications**

Energy Saver mode	Power Consumption	15 W or less
	Default Time	60 minutes
	Recovery Time	99 seconds or less

How to Read This Manual

Symbols

In this manual, the following symbols are used:

⚠ *WARNING:*
This symbol indicates a potentially hazardous situation which, if instructions are not followed, could result in death or serious injury.

⚠ *CAUTION:*
This symbol indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

* The statements above are notes for your safety.

✸Important
If this instruction is not followed, paper might be misfed, or data might be lost. Be sure to read this.

📕 Preparation
This symbol indicates the prior knowledge or preparations required before operating.

🖎 Note
This symbol indicates precautions for operation, or actions to take after misoperation.

🍷 Limitation
This symbol indicates numerical limits, functions that cannot be used together, or conditions in which a particular function cannot be used.

🔍Reference
This symbol indicates a reference.

【 　】
Keys that appear on the machine's display.

Keys and buttons that appear on the computer's display.

【　　】
Keys built into the machine's control panel.

Keys on the computer's keyboard.

TABLE OF CONTENTS

1. Guide to Printer Parts

2. Setting Up

3. Preparing to Print

4. Installing Options

x

1. Guide to Printer Parts

Exterior: Front View

1. Upper cover

Remove to install the optional 4-bin mailbox.

2. Control panel

Contains keys for printer operation and a display to show printer status.

See p.5 "Control Panel".

3. Front cover

Open this when replacing the waste toner bottle, development unit or photoconductor unit. A screwdriver is attached to this cover.

4. Power switch

Use this to switch between power on and off.

5. Tray 1

Loads up to 500 sheets of plain paper tray for printing. Only for A4 ▯ paper.

6. Tray 2
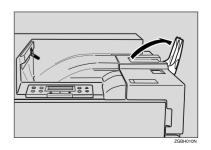
Loads up to 500 sheets of plain paper tray for printing.

7. Standard tray

Output is stacked here with the print side down.

Note

❒ If printed A3 short-edge feed or 11×17 short-edge feed sheets fall off the standard tray, raise the fence to secure them.

ZGBH010N

1

8. Upper right cover

Open this to replace the toner cartridge.

9. Vent

This helps keep internal components from overheating. Do not block or obstruct the vent. Malfunctions may occur due to overheating.

10. Controller board

Slide this out to install options such as the memory unit, 1394 interface unit, USB interface board, 802.11b interface unit, user account enhance unit or printer hard disk.

Plug cables such as the parallel interface cable and Ethernet cable into their connectors.

11. Parallel port

Use a parallel cable to connect the printer to the host computer.

12. Ethernet port

Use a network interface cable to connect the printer to a network.

13. Bypass tray extension

Pull this out to load paper in the bypass tray when its length is longer than A4 ▭.

14. Bypass tray

Use to print on thick paper, OHP transparencies, custom size paper, and plain paper. Up to 100 sheets of plain paper can be loaded.
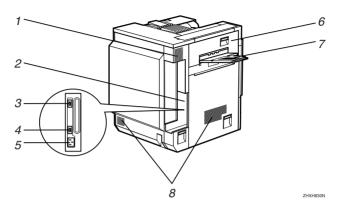
15. Vent

This helps keep internal components from overheating. Do not block or obstruct the vent. Malfunctions may occur due to overheating.

16. Right cover

Open this to remove misfed paper.

Exterior: Rear View

ZHXH830N

1. **Vent and dustproof filter**

This helps keep internal components from overheating. Do not block or obstruct the vent. Malfunctions may occur due to overheating. Remove the vent to replace the internal dustproof filter.

2. **Connector board**

Connect the main power cable, cables from options, etc. to the appropriate port.

3. **Duplex unit port**

Connect the cable for the duplex reversal unit to this port.

4. **4-bin mailbox / 2 tray finisher port**

Connect the cable for the 4-bin mailbox or the 2 tray finisher to this port.

5. **Power port**

Connect the power cable to this port and the other end to the wall outlet.

6. **Upper left cover**

Open this to remove misfed paper or when replacing the fusing unit.
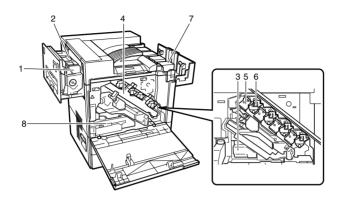
7. **External tray**

Printed output is stacked here with the print side up.

8. **Vents**

These help keep components inside the printer from overheating. Do not block or obstruct the vents. Malfunctions may occur due to overheating.

Interior

1

ZHXH840J

1. Fusing unit

Fuses the image onto the paper.

2. Fuser oil unit

Attaches to the fusing unit.

3. Waste toner bottle

Collects toner that is wasted during printing.

4. Inner cover

Open this when replacing the photoconductor unit or development unit.

5. Photoconductor unit

The printer comes with one black and three color (yellow, cyan, and magenta) photoconductor units.

6. Development unit

The printer comes with one black development unit and three color (yellow, cyan, magenta) development units.
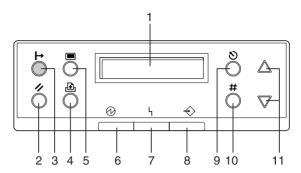
7. Toner cartridge

Loads from the printer rear, in the order of magenta (M), cyan (C), yellow (Y), and black (K).

8. Waste oil bottle

Collects oil discharged during printing.

Control Panel

1. **Display**

Displays current printer status and error messages.

2. 【Job Reset】**key**

When the printer is online, press this key to cancel an ongoing print job.

3. 【On Line】**key**

Indicates whether the printer is online or offline.

Press this to switch between online and offline.

When the lamp is lit, the printer is online, enabling data reception from the host computer.

When the lamp is unlit, the printer is offline, disabling data reception from the host computer.

Press to return to the ready condition.

4. 【Form Feed】**key**

When the printer is offline, press this to print all data left in the printer's input buffer.

You can use this to force the printer to print data received in the online status when the paper size or type does not match the actually set size or type.

5. 【Menu】**key**

Press this to make and check current printer settings.

6. **Power indicator**

This indicator remains lit while the power is on. It is unlit when the power is off or while the printer is in Energy Saver mode.

7. **Error indicator**

Lights up whenever a printer error occurs. However, it is unlit in Energy Saver mode.

8. **Data In indicator**

Blinks when the printer is receiving data from a computer. The Data In indicator is lit if there is data to be printed.

9. 【Escape】**key**

Press this to return to the previous display screen.

10. 【Enter #】**key**

Press this to execute menu items selected on the display.

11. 【▲】, 【▼】**Keys**

Use these to increase or decrease values on the display when making settings. Keep the key pressed to quicken scrolling, and increase or decrease values on the display in units of 10.

5

1

Where to Put the Printer

The printer's location should be carefully chosen because environmental conditions greatly affect its performance.

⚠ **WARNING:**
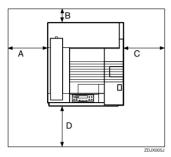
- **Confirm the wall outlet is near the machine and freely accessible, so that in the event of emergency, it can be easily unplugged.**
- **Only connect the machine to the power source described on this sheet.**
- **Avoid multi-wiring.**
- **Do not damage, break or make any modifications to the power cable. Do not place heavy objects on it, pull it hard or bend it more than necessary. These actions could damage the cable. A frayed or damaged cable might cause an electrical fire hazard.**

⚠ **CAUTION:**

- *Do not handle the plug with wet hands. Doing so might cause an electrical shock.*
- *Keep the machine in an area that is within optimum environmental conditions. Operating the machine in an environment that is outside the recommended ranges of humidity and temperature can cause an electrical fire hazard. Keep the area around the socket free of dust. Accumulated dust can become an electrical fire hazard.*
- *Place the machine on a strong and level surface. Otherwise, it might fall and injure someone.*
- *If you use the machine in a confined space, ensure there is continuous air circulation.*

❖ **Space Required for Installation**

Leave enough space around the printer. This space is necessary to operate the printer. The recommended (or minimum) space requirements are as follows:

A: 46 cm (19 inch) or more
B: 10 cm (4 inch) or more
C: 55 cm (22 inch) or more
D: 70 cm (28 inch) or more
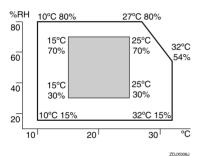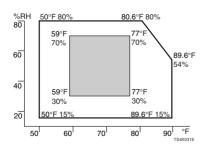
❖ **Optimum Environmental Conditions**

Permissible and recommended temperature and humidity ranges are as follows:

- White area: Permissible Range
- Gray area: Recommended Range

2

✐ Note

❒ The machine must be level within 5 mm, 0.2″ from both front to rear and left to right.

❒ To avoid possible build-up of ozone, locate this machine in a large well ventilated room that has an air turnover of more than 30 m^3/hr/person.

❒ When you use this machine for a long time in a confined space without good ventilation, you may detect an odd smell. To keep the workplace comfortable, we recommend you keep it well ventilated.

❖ **Environments to Avoid**

⚠️Important

❒ Areas exposed to direct sunlight or strong light

❒ Dusty areas

❒ Areas with corrosive gases

❒ Areas that are excessively cold, hot, or humid

❒ Locations near air conditioners or humidifiers

❒ Locations near other electronic equipment

❒ Locations subject to frequent strong vibration

❖ **Power Source**
Connect the power cable to a power source of the following specification:

- 220 - 240 V, 50/60 Hz, 6 A or more

Checking the Contents of the Box

A **Check the box contains the following items.**

If there are missing items, contact your sales or service representative.

❖ **Manuals and CD-ROMs**
　☐Manuals for This Printer
　☑Setup Guide (This manual)
　☐Maintenance Guide
　☐CD-ROM "Printer Drivers and Utilities"
　☐CD-ROM "Operating Instructions"
　☐CD-ROM "Document Management Utility"

❖ **Parts**
　☐External Tray
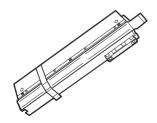
　☐Power Cable

　☐Ferrite Core
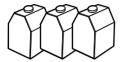
　☐Fuser Oil Unit
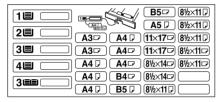
❏Black Toner Cartridge (K)

❏Magenta (M), Cyan (C), Yellow (Y) Toner Cartridges

❏Paper Feed Unit Labels
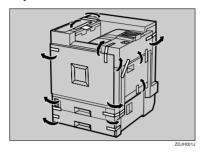
❏Additional Documentation

✐ Note
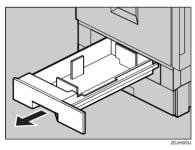
❒ This package does not include an interface cable. Please purchase one to use with your host computer. See "Appendix", *Administrator Reference*.

Unpacking
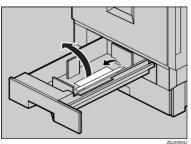
a **Remove the adhesive tape from the printer body. Remove the cardboard taped to the standard tray.**
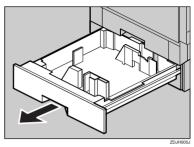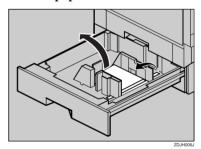
ZDJH001J

b **Open Tray 1.**

ZDJH003J

c **Remove the adhesive tape and sheet of paper.**

ZDJH004J

d **Close Tray 1 slowly.**

e **Open Tray 2.**

ZDJH005J

f **Remove the adhesive tape and sheet of paper.**

ZDJH006J

g **Close Tray 2 slowly.**

h **Open the front cover slowly by pulling down using the upper left and right sides.**

ZDJH007J

12
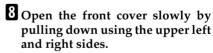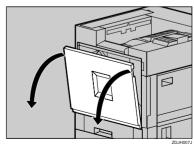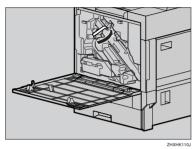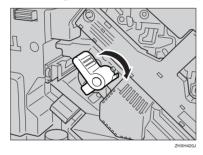
⚠️Important
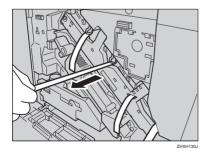
❒ Do not place objects on the opened front cover.

⑨ Remove the adhesive tape.

ZHXHK110J

⑩ Turn the green lever clockwise.

ZHXH420J
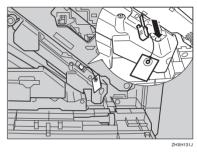
⑪ Slowly pull out the four pieces of tape coming out of the development unit, in a horizontal direction.

ZHXH130J
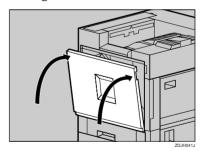
⚠️Important
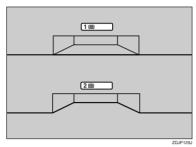
❒ Be sure to pull out all four pieces of tape to avoid printer malfunction during operation.

❒ The removed tape is dirty. Be careful not to let it touch your hands or clothes.

⑫ Remove the securing pin, as shown, from the transfer unit. Pinch it, and then pull it out.

ZHXH131J
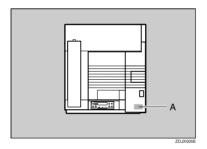
⑬ Close the front cover slowly by pushing the two areas on the left and right.

ZDJH041J

13

2

N Put labels "1" and "2" on the front of the paper trays.

ZDJP129J

O A sticker, stating that paper for an ink-jet printer cannot be used with this printer, is supplied. Please attach this to the near right corner of the printer's top [A], so it is easy to see.

ZDJX005E

14
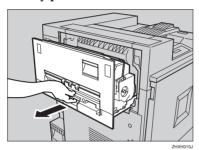
Installing the Fuser Oil Unit

⚠ **CAUTION:**
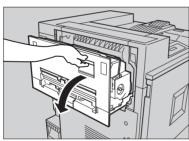
- *Keep the fuser oil unit away from flames. There is a risk of fire or burns.*

Install the fuser oil unit in the fusing unit.
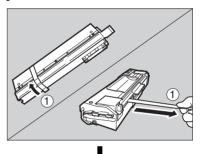
A **Slowly pull out the left cover.**

ZHXH010J

B **Open the upper left cover.**

ZHXH020J

C **Take the fuser oil unit out of the bag. Hold the green upper part of seal (①), and then slowly peel it off. Position the fuser oil unit as shown, and then slowly pull it (①) out. Finally, hold the upper part of seal (②), and then slowly peel it off.**

ZHXHK041J
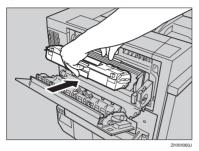
✎ **Note**

❒ Be sure to remove seal (①), and then pull it out horizontally.
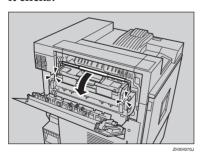
⚼**Important**

❒ Be sure to remove the seals to avoid printer malfunction.

❒ Be sure to remove seal (①) first, and then remove seal (②) to avoid oil leakage.

❒ After removing the seals, be careful not to let oil from oil-supplying parts or the seals come into contact with your body or clothes.

15
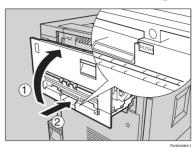
D As shown, hold the fuser oil unit using one hand, and the green handle with the other, and then slowly insert the unit horizontally, in the direction of the arrow.

ZHXH060J
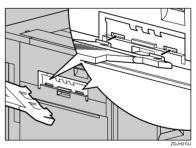
⚡Important

❒ Be careful not to get oil on the top metal part of the fuser oil unit.

❒ Insert the fuser oil unit firmly until it stops.

E Slowly turn the fuser unit handle in the direction of the arrow, until it clicks.

ZHXH070J

F Close the upper left cover (①), and then push the part labeled PUSH next to the handle at the bottom rear, until it clicks (②).

ZHXH082J

G Attach the external tray to the printer. Insert the hooks of the external tray into the printer slits, and then lower it toward you.

ZDJH010J

Installing the Toner Cartridge

⚠ **WARNING:**
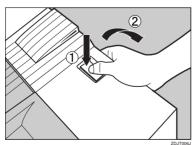
- **Do not incinerate spilled toner or used toner. Toner dust is flammable and will ignite when exposed to an open flame.**

- **Disposal should take place at an authorized dealer or an appropriate collection site. If you dispose of the used toner cartridges yourself, dispose of them according to local regulations.**

⚠ **CAUTION:**
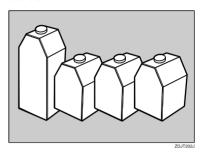
- Keep toner (used or unused) and the toner cartridge out of reach of children.

✐ **Note**

❒ The toner cartridge allows you to print up to about 20,000 pages in black, and about 10,000 pages in color. These numbers were obtained from printing A4▯ 5% charts, but the actual number of pages will differ depending on the paper type, size, contents and settings.

A **Open the upper right cover.**

ZDJT006J

B **Take out the toner cartridges from the box.**

ZDJT202J

✐ **Note**
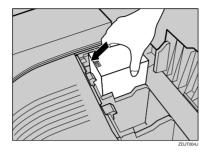
❒ The black (K) toner cartridge contains more toner than the others.

C **Shake the toner cartridge back and forth five or six times.**

ZDJT203J

2

D Holding the toner cartridge with the metal contact area in front, insert in the direction of the arrow.

Insert each cartridge into the same color slot.

ZDJT004J

❖**Important**
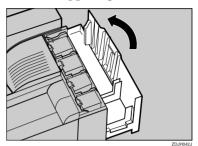
❒ Be careful not to touch the metal contact point with your fingers.

E Insert the toner cartridge slowly, until the green hook snaps on the metal contact area.

ZDJT005J

❖**Important**

❒ Do not insert and remove toner cartridges repeatedly, as this could result in toner leakage.

F Use the same procedure to insert the remaining three toner cartridges.

G Close the upper right cover.

ZDJH042J

❖**Important**

❒ Do not turn off the power switch while "Loading Toner... " appears on the display to avoid malfunction.

Loading Paper

This section describes how to load paper in the paper tray. If you do not load paper, the setup procedure will not be properly complete.

The side guide and end guide of each paper tray is set to the following values at factory default. The loading procedure is different if you choose to load paper that is a different size from that of factory default.

See p.19 "Loading Paper in Tray 1".

❖ **Default of the paper tray**

- Tray 1 (standard): A4▷ only
- 2000-sheet Large Capacity Tray (optional): A4▷ only
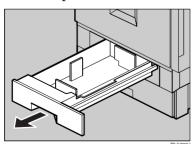
For details about size and feed orientation of paper that can be loaded in the tray, see "Paper and Other Media", *Maintenance Guide*.

For details about loading paper in the bypass tray, see "Loading Paper in the Bypass Tray", *Maintenance Guide*.
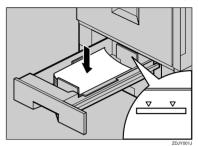
Loading Paper in Tray 1

Important

❒ Tray 1 is A4▷ paper only. Load only A4 size paper.

A **Slowly slide the paper tray out, until it stops.**


ZDJH003J

B **Align all four sides of the paper stack, and then load it in the tray.**

ZDJY001J

Important

❒ Make sure the top of the stack is not higher than the limit mark inside the tray.

❒ Be sure to adjust the side guides according to the paper size, or paper misfeeds might occur.

C **Slowly slide the paper tray back, until it stops.**
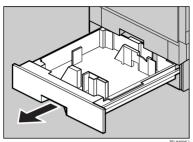
Loading Paper in Tray 2 and the Optional Paper Feed Unit

Paper of different sizes can be loaded in Tray 2 (standard) and the 500- and 1000-sheet paper feed units (optional) by adjusting the positions of the side and end guides.
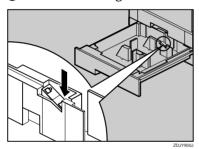
Note

❒ If the side and end guides are in the right positions for the paper to be loaded, the guides do not have to be adjusted.

- Tray 2 (standard): B5▷
- 500-sheet paper feed unit: A3▷
- 1000-sheet paper feed unit: A3▷

A **Slowly slide the paper tray out, until it stops.**

ZDJH005J
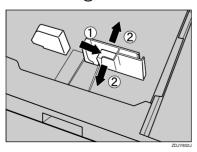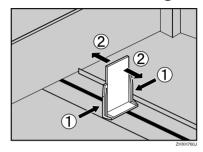
B **Adjust the side guide according to the size and orientation of the paper, as follows:**

   ❶ **Release the side guide lock.**

ZDJY950J
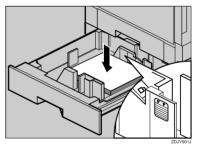
   ❷ **Press the green lever of the side guide (①), and then adjust the position of the guide by moving it in the direction of the arrow (②).**

ZDJY802J

C **Adjust the end guide according to the size and orientation of the paper by gripping both edges of the guide (①), and then moving it in the direction of the arrow (②).**
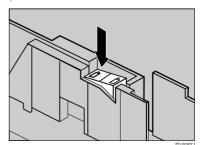
ZHXH760J

D **Align all four sides of the paper stack, and then load it in the tray.**

ZDJY901J

⚠️**Important**

❐ Make sure the top of the stack is not higher than the limit mark inside the tray.

E **Make sure the paper is fixed in place, and then lock the side guide.**

ZDJY007J

F Slowly slide the paper tray back, until it stops.
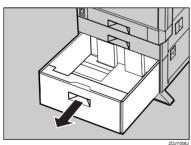
❖ **Important**

❒ Do not slide the paper tray in with force. If you do, the front and side guides might move.

❒ Be sure to adjust the side guides according to the paper size, or misfeeds might occur.
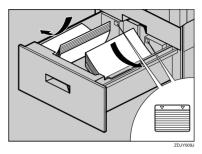
2000-sheet Large Capacity Tray

❖ **Important**

❒ The 2000-sheet Large Capacity Tray is set to A4 ▯ as default.

❒ If you want to load letter-size (11 × 8^1/$_2$) paper in the 2000-sheet Large Capacity Tray (optional), contact your sales or service representative.

A Slowly slide the paper tray out, until it stops.

ZDJY008J

B Align all four sides of the paper stack, and then load two stacks next to each other.

ZDJY009J

❖ **Important**

❒ Be sure to align the paper and load them against the left and right walls, or a paper misfeed could occur.

❒ Make sure the top of the stack is not higher than the limit mark inside the tray.

C Slowly slide the paper tray back, until it stops.
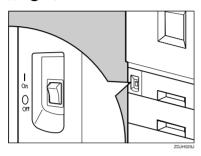
❖ **Important**

❒ Do not slide in the paper tray forcefully. This may skew the paper stack and cause misfeeds.
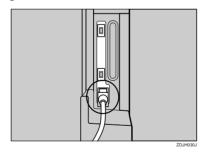
Turning the Power On

2

A **Make sure the power switch is set
to "○" Off.**

ZDJH029J

B **Connect the power cable to the
connector on the back of the
printer.**

ZDJH030J
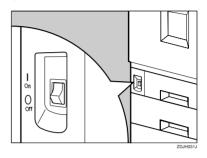
C **Plug in the power cable.**

⚠**Important**

❒ Make sure the power cable is
plugged securely into the wall
outlet.

❒ Turn the power switch off when
plugging and unplugging the
power plug.

D **Turn the power switch to " | "
On.**

ZDJH031J

22
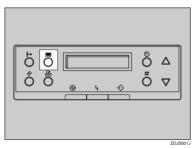
Selecting the Display Language

Select a language using the procedure described here.

The message for the selected language will appear on the display.

✎ Note

❒ The default setting is English.

❒ If you want to use the display in English, the following procedures are unnecessary.

A Press 【Menu】.

ZDJS001J

The menu appears on the display.
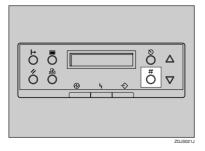
B Press 【▲】 or 【▼】 to display "Language".

```
Menu:
  Language
```

C Press 【Enter #】.

ZDJS021J
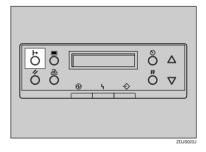
The following message appears on the display:

```
Language:
*English
```

D Press 【▲】 or 【▼】 until the language you want to select appears.

E Press 【Enter #】. Wait for two seconds.

The menu appears on the display.

F Press 【On Line】.

ZDJS022J

"Ready" message appears on the display.

```
Ready
```
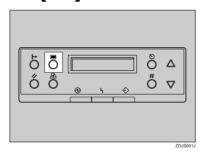
Test Printing

Test print in order to check that the printer is working normally. Test printing checks printer performance; it does not test the connection to the computer.

Here, you can print the configuration page to check the options.

The machine may make a rustling sound while printing. However, this does not indicate a malfunction and will disappear after about 1000 sheets have been printed.

A Press 【Menu】.

The menu appears on the display.

```
Menu
  Paper Input
```

B Press 【▲】 or 【▼】 to display "List/Test Print", and then press 【Enter#】.

```
Menu
  List/Test Print
```

The menu for selecting the contents to be test printed appears.

C Press 【▲】 or 【▼】 to display the "Config. Page", and then press 【Enter#】.

```
List/Test Print
  Config. Page
```

The following message appears and the configuration page is printed.

```
Printing...
```

✍ Note

❒ If printing is not normal, check to see if an error message appears on the display. If there is an error message, see "Troubleshooting", *Maintenance Guide*.

D Check the options.

✍ Note

❒ For details about the configuration page, see "Interpreting the Configuration Page", *Administrator Reference*.

E Press 【On Line】.

"Ready" appears on the display.

24
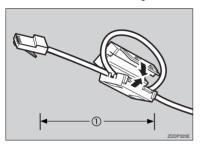
3. Preparing to Print
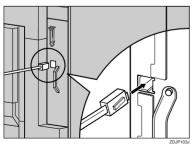
Connecting the Printer

Connecting to a Network

A Turn off the power.

B Loop the network interface cable and attach the ferrite core.

✎ Note

❒ The network interface cable loop should be about 15 cm (6") (①) from the end of the cable (the end closest to the printer).

ZDDP320E
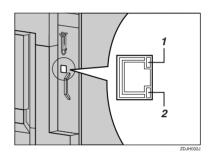
C Connect the network interface cable to the port on the right side of the printer.

ZDJP103J

D Connect the other end of the cable to the network, such as a hub connection.

For details about network environment settings, see *Administrator Reference*.

Reading the LED lamps

ZDJH032J

1. Yellow: lights up when 100BASE-TX is being used. Turns off when 10BASE-T is being used.

2. Green: lights up when the printer is connected properly to the network.

Parallel Connection
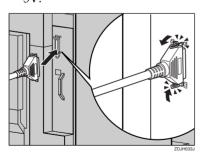
Use an interface cable to connect the printer to the computer with a parallel connection. The parallel interface cable is not provided with the printer.

📎 Note

❒ The printer's parallel connection is a standard bidirectional interface. It requires a standard 36-pin parallel cable compliant with IEEE 1284, and a parallel port on the host computer.

❒ Use shielded interface cables. Using unshielded cables could result in radio interference noise.

A **Turn off the printer and computer.**

B **Attach the parallel cable to the printer's port. Secure the cable with the metal fittings, as shown.**

⚠️Important

❒ Voltage rating of the parallel port for the computer: max. DC 5V.

ZDJH033J

C **Attach the other end of the parallel cable to the port of the computer. Secure the cable.**

For details about settings for parallel connection printing, see *Printer Client Reference*.

Configuring the Printer for the Network using the Control Panel

You must make printer settings using the control panel to use it in a network environment.

The following list shows the items you can set and their default values.

🔍 Reference
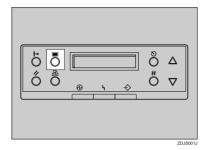
For information about the "Host Interface" menu, see " Host Interface Menu", *Administrator Reference* (PDF file on the CD-ROM labeled "Operating Instructions").

Setting Name	Default	
DHCP	On	
IP address [*1]	011.022.033.044	
Subnet mask [*1]	000.000.000.000	
Gateway address [*1]	000.000.000.000	
Frame type (NW) (frame type NetWare)	Auto	
Active protocol	TCP/IP	❍ [*2]
	NetWare	❍ [*2]
	NetBEUI	❍ [*2]
	AppleTalk	❍ [*2]
Ethernet	Auto	

[*1] If DHCP is in use, IP address, subnet mask, and gateway address are automatically set.

[*2] ❍ means the protocol is active.

A Press 【Menu】.

ZDJS001J

The menu appears on the display.

B Press 【▲】 or 【▼】 to display "Host Interface" and then press 【Enter #】.

```
Menu:
 Host Interface
```

The interface setting menu appears.

C The procedure below describes how to set TCP/IP. Make settings for other items by following the same procedure.

📝 Note

❒ The default settings for all protocols are "Active".

❒ You are recommended to set unused protocols "Not Active".

A Press 【▲】 or 【▼】 to display "Network Setup", and then press 【Enter #】.

```
Host Interface:
 Network Setup
```

27

B **Press 【▲】 or 【▼】 to display "Active Protocol", and then press 【Enter #】.**

```
Network Setup:
 Active Protocol
```

C **Press 【▲】 or 【▼】 to display "TCP/IP", and then press 【Enter #】.**

```
Active Protocol:
 TCP/IP
```

D **Press 【▲】 or 【▼】 to display "Active", and then press 【Enter #】.**

```
TCP/IP:
 *Active
```

📎 **Note**

❒ * shows the current setting.

After about two seconds, the display returns to the "Active Protocol" setting screen.

E **Set the rest of the protocols for use.**

F **When all settings for protocols are done, press 【Escape】.**

The "Network Setup" setting screen appears.

D **When you use this machine in DHCP environment, proceed to step F. When you use this machine with a fixed IP address, you must make the setting for the required item after setting DHCP to Off. Proceed to step A.**

⚠️**Important**

❒ When DHCP is On, you cannot make settings for the following items:

- IP Address
- Subnet Mask
- Gateway Address

📎 **Note**

❒ Consult your network administrator for information about making network settings.

A **Set DHCP to Off.**

B **Press 【▲】 or 【▼】 to display "DHCP", and then press 【Enter #】.**

```
Network Setup:
 DHCP
```

C **Press 【▲】 or 【▼】 to display "Off", and then press 【Enter #】.**

The current IP address appears on the display.

```
DHCP:
 *Off
```

📎 **Note**

❒ * shows the current setting.

After about two seconds, the display returns to the "Network Setup" setting screen.

D **Set the printer IP address.**

📎 **Note**

❒ Confirm the IP address with the network administrator.

E **Press 【▲】 or 【▼】 to display "IP Address", and then press 【Enter #】.**

```
Network Setup:
 IP Address
```

The currently selected IP address appears.

📎 **Note**

❒ When 【Enter #】 is pressed, the cursor moves to the next field.

❒ When 【▲】 or 【▼】 is kept pressed for a few seconds, the value changes in increments of 10.

F **Press 【▲】 or 【▼】 to set the value for the field.**

```
 IP Address:
 199.022.033.044
```

G **Press 【Enter #】.**

The cursor moves to the next field.

H **Repeat F and G to set values for the rest of the fields.**

D **Set "Subnet Mask" and "Gateway Address" using the same procedure for setting the IP address.**

⚠️**Important**

❒ The subnet mask is the part of the IP address used as a network address. Confirm the value with the network administrator.

❒ The gateway address is the address of the host or router that acts as a gateway when interacting with work stations on another network. Confirm the value with the network administrator.

📝 **Note**

❒ If you are not sure about address settings, leave them as default.

E **When all settings are made, press 【On Line】.**

"Ready" appears on the display.

```
 Ready
```

G **Print the configuration page to confirm the settings made.**

See p.24 "Test Printing" for details about printing the configuration page.

3

29

Installing the Printer Driver

You can install the printer drivers and other software easily using the CD-ROM labeled "Printer Drivers and Utilities".

Click **[Quick Install]** in the window of the CD-ROM to install PCL 5c and RPCS™ printer drivers. To install the PostScript 3 printer driver, click the PostScript 3 printer driver button. For details about the PostScript 3 printer driver, see the *Administrator Reference* or the *Printer Client Reference* on the CD-ROM labeled "Operating Instructions" (depending on the environment you use).

When TCP/IP is used, SmartNetMonitor for Client will also be installed.

Supported operating systems are Windows 95/98/Me, Windows 2000, Windows XP, and Windows NT 4.0.

When using TCP/IP, confirm the following:

- The printer is connected to a network with ethernet cable.
- TCP/IP is set.
- IP addresses are set for the printer and the computer.

A **Insert the CD-ROM labeled "Printer Drivers and Utilities" into the CD-ROM drive.**

Auto Run will start the installer.

B **Select a language for the interface, and then click [OK].**

The following languages are available:

Cestina (Czech), Dansk (Danish), Deutsch (German), English (English), Espanol (Spanish), Francais (French), Italiano (Italian), Magyar (Hungarian), Nederlands (Dutch), Norsk (Norwegian), Polski (Polish), Portugues (Portuguese), Suomi (Finnish), Svenska (Swedish)

The default interface language is English.

C **Click [Quick Install].**

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

This is an example screen that appears when English is selected in step **B**.

D **After reading through the content, click [I accept the agreement] to agree with the License Agreement, and then click [Next].**

E **Select the printer model you want to install in the [Select Printer] dialog box.**

Note

❒ For a network connection with TCP/IP, select the printer whose IP address is displayed in **[Connect to]**.

❒ For parallel connection, select the printer whose printer port is displayed in **[Connect to]**.

F **Click [Install].**

The following display appears when installing the printer driver.

When finished, the **[Installation Completion]** dialog box appears.

G **Click [Finish].**

Note

❒ A message directing you to restart the computer may appear. If this happens, restart your computer to complete the installation. If no such message appears, proceed to step **H**.

H **Click [Exit].**

Installation is now complete.

31

3

3

4. Installing Options

Installing Options

⚠️ **CAUTION:**

- *Before installing options, the machine should be turned off, and then unplugged for at least an hour. Components inside the machine become very hot, and can cause a burn if touched.*
- *Before moving the machine, unplug the power cable from the outlet. If the cable is unplugged with sudden force, it could become damaged. Damaged plugs or cables can cause an electrical fire hazard.*
- *When lifting the machine, use the grips on both sides. The machine could break or cause injury if dropped.*

By installing options, you can improve printer performance and have a greater variety of features to use. For details about each option, see *Administrator Reference*.

When installing multiple options on the printer, we recommend installation in the following order.

❖ **Flow of Option Installation**
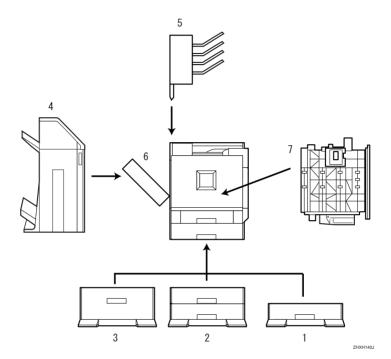
1 Attach the 500, 1000-sheet paper feed unit, or 2000-sheet Large Capacity Tray. (Paper Feed Unit Type 3800C, Paper Bank PS470) ▼	Attach the paper feed unit to the bottom of the printer. You can install the Paper Feed Unit Type 3800C (500 × 1), Paper Feed Unit Type 3800C (500 × 2) or Paper Bank PS470. If you install the Paper Bank PS470, you can load up to 3,100 sheets of paper at once. [*1]
2 Install the SDRAM module. (Memory Unit TypeC) ▼	Install the module in the controller board's SDRAM module slot. There are three types of Memory Unit TypeC: 64 MB, 128 MB, and 256 MB.
3 Installing the 1394 interface unit, USB 2.0 interface board, 802.11b interface unit or Bluetooth™ unit. (1394 Interface Unit Type 4510) (USB 2.0 Interface Board Type A) (802.11b Interface Unit Type A) (Bluetooth Unit Type 2045) ▼	Install the 1394 interface unit, USB interface board, 802.11b interface unit or Bluetooth unit on the controller board. The 1394 interface unit and the standard Ethernet interface cannot be used at the same time. Only one of the following can be installed: • 1394 interface unit • USB interface board • 802.11b interface unit • Bluetooth unit

❹ Install the user account enhance unit (User Account Enhance Unit TypeC) ▼	Install the module to the user account enhance unit slot of the controller board.
❺ Install the printer hard disk. (Printer Hard Disk Type 7000) ▼	Install the Printer Hard Disk Type 7000 to the controller board.
❻ Attach the duplex unit. (Duplex Unit Type 7000) ▼	Attach the duplex reversal unit to the left side of the printer, and the duplex feed unit inside the printer.
❼ Attach the 2 tray finisher. (SR770) ▼	Attach the 2 tray finisher to the left side of the printer. You cannot install the 2 tray finisher unless both the paper feed unit and duplex unit options are installed. If you choose to install the 4-bin mailbox, you cannot install the 2 tray finisher. The 2 tray finisher requires the optional printer hard disk or the optional memory unit with at least 64 MB (total memory size 128 MB or more).
❽ Attach the 4-bin mailbox. (Mail Bin Type 3800C)	Remove the upper cover to attach Mail Bin Type 3800C. If you choose to install the 2 tray finisher, you cannot install the 4-bin mailbox.

[*1] The bypass tray is included.

Install options in the positions as shown.

❖ **Exterior**

ZHXH140J

1. **Paper Feed Unit Type 3800C (500 × 1)**

Loads up to 500 sheets (500 sheets × 1 column) of paper.

See p.38 "Installing the Paper Feed Unit Type 3800C (500 × 1)".

2. **Paper Feed Unit Type 3800C (500 × 2)**

Loads up to 1,000 sheets (500 sheets × 2 columns) of paper.

See p.41 "Installing the Paper Feed Unit Type 3800C (500 × 2)".

3. **Paper Bank PS470 (2000-sheet Large Capacity Tray)**

Loads up to 2,000 sheets (2,000 sheets × 1 column) of paper.

See p.43 "Installing the Paper Bank PS470 (2000-sheet Large Capacity Tray)".

4. **SR770 (2 Tray Finisher)**

Performs Job Separation, staples and punches holes. Install the finisher on the left side of the printer.

See p.80 "SR770 (2 Tray Finisher)".

5. **Mail Bin Type 3800C (4-bin Mailbox)**

Sorts printed documents from multiple users. Attach the mailbox to the top of the printer.

See p.87 "Mail Bin Type 3800C (4-bin Mailbox)".

6. **Duplex Reversal Unit**

Flips over the paper during duplex printing. Install the unit on the left side of the printer.

See p.76 "Installing the Duplex Reversal Unit".

35

7. **Duplex Feed Unit**
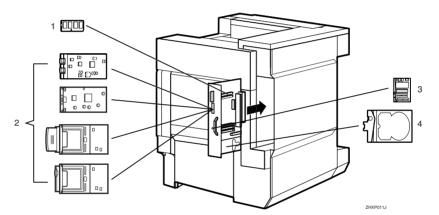
Transports paper during duplex printing. Install the unit inside the printer.

See p.76 "Installing the Duplex Reversal Unit".

⚠️**Important**

❐ You cannot install the 2 tray finisher unless both the paper feed unit and duplex unit options are attached.

❐ You cannot install the 2 tray finisher unless at least the optional 128MB SDRAM module, or printer hard disk is installed.

❐ You cannot install both the 2 tray finisher and 4-bin mailbox at the same time.

❖ **Interior**

ZHXP011J

1. **Memory Unit TypeC (SDRAM Module)**

Install 64 MB, 128 MB, or 256 MB RAM into the controller board slot.

See p.46 "Memory Unit TypeC (SDRAM Module)".

2. **1394 interface unit/USB interface board/802.11b interface unit/Bluetooth unit**

See p.48 "1394 Interface Unit Type 4510".

See p.54 "USB 2.0 Interface Board Type A".

See p.57 "802.11b Interface Unit Type A".

See p.63 "Bluetooth Unit Type 2045".

3. **User Account Enhance Unit TypeC**

See p.66 "User Account Enhance Unit TypeC".
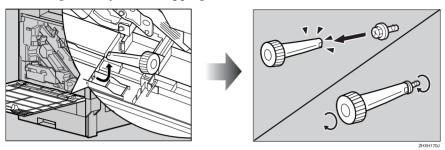
4. **Printer Hard Disk Type 7000**

Install the printer hard disk to the controller board.

See p.69 "Printer Hard Disk Type 7000".

Using the Screwdriver

The special screwdriver used for attaching options is attached to the inside of the front cover. By pushing the screw top into the screwdriver, you can work without having to worry about dropping the screw.

ZHXH170J

✐ **Note**

❒ After using the screwdriver, return it to its original position on the inside of the front cover.

Paper Feed Unit

📑 Preparation

If you want to use the optional duplex unit, 2 tray finisher or 4-bin mailbox at the same time, install the optional paper feed unit first, and then install these options.

If you have already installed the optional duplex unit, 2 tray finisher and 4-bin mailbox, remove all these options before installing the optional paper feed unit.

🗄Important

❒ Before installation, check the orientation of the paper feed unit or 2000-sheet Large Capacity Tray you want to place.

❒ When installing multiple options, install the paper feed unit first.

❒ Four people are needed to install the paper feed unit. Start installation when all four people are ready.

⚠ CAUTION:

• *When moving the machine, each person should hold a handle, located on two sides of the printer, and then lift slowly. Lifting carelessly or dropping it may cause injury.*

🖉 Note

❒ The printer weighs approximately 85 kg (187 lbs).
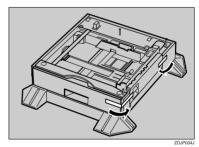
Installing the Paper Feed Unit Type 3800C (500 × 1)
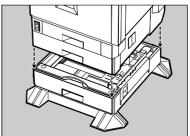
⚠ CAUTION:

• *When moving the paper feed unit, hold the bottom of both sides, and then lift slowly. Lifting carelessly or dropping it may cause injury.*

🖉 Note

❒ The 500-sheet paper feed unit weighs approximately 18 kg (39.7 lbs).

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

B Remove the adhesive tape.

ZDJP004J
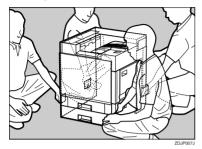
C Adjust the four corners of the printer to those of the 500-sheet paper feed unit, and then lower the printer slowly into place.
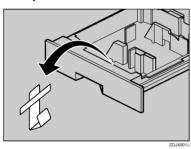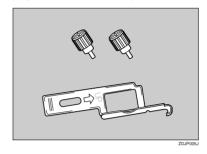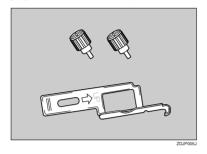

ZDJP006J

⚠️Important

❒ Four people should hold the handles, located on two sides of the printer, to move it.
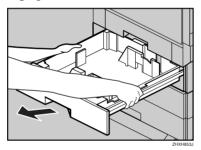

ZDJP007J
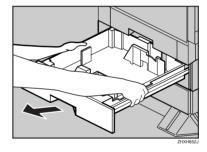
D **Open the tray of the 500-sheet paper feed unit.**

A **Remove the adhesive tape and sheet of paper.**

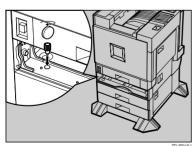B **Remove the adhesive tape and the corrugated paper inside the tray, as shown.**

ZDJX801J

E **Take out the packaged items, making sure there are two thumb screws and one mounting bracket. Close the tray of the 500-sheet paper feed unit firmly.**

ZDJP005J

F **Slowly pull out Tray 2 while lifting up a little.**

ZHXH852J

G **Fasten one thumb screw. A coin can be used to fasten the screws.**

ZDJP009J

H **Slowly slide Tray 2 back into the printer, until it stops.**

4

4

I **Open the right cover of the 500-sheet paper feed unit.**

ZHXH860J

J **Hook the mounting bracket to the hole, as shown.**

ZHXH870J

K **Fasten the bracket with the other thumb screw. A coin can be used to fasten the screws.**

ZDJP012J

L **Close the right cover of the 500-sheet paper feed unit.**
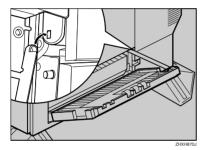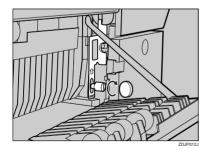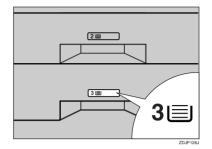
M **Stick label "3" above the handle on the front of the 500-sheet paper feed unit.**

ZDJP126J

Note

❒ After finishing the installation, you can check the 500-sheet paper feed unit is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "Paper Feed Unit (Tray 3)" appear under the "Options" list.

❒ If the paper feed unit is not installed properly, repeat the procedure from step A. If you cannot install it properly even after reinstallation, contact your sales or service representative.

Reference

p.24 "Test Printing"

Installing the Paper Feed Unit Type 3800C (500 × 2)

⚠ *CAUTION:*
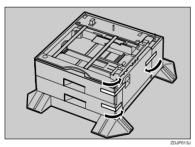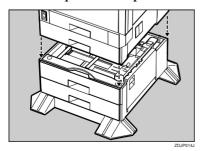
- *When moving the paper feed unit, hold the bottom of both sides, and then lift slowly. Lifting carelessly or dropping it may cause injury.*

✐ **Note**

❒ The 1000-sheet paper feed unit weighs approximately 25 kg (55.2 lbs).

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

B **Remove the adhesive tape.**

ZDJP013J
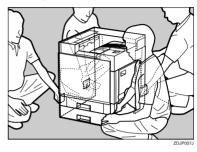
C **Adjust the four corners of the printer to those of the 1000-sheet paper feed unit, and then slowly lower the printer into place.**
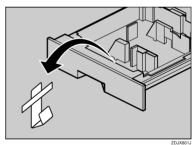
ZDJP014J

⚡Important

❒ Four people should hold the handles, located on two sides of the printer, to move it.

ZDJP007J

D **Open the tray of the 1000-sheet paper feed unit.**

A **Remove the adhesive tape and sheet of paper.**

B **Remove the adhesive tape and the corrugated paper inside the tray, as shown.**

ZDJX801J

4

41

4

E Take out the packaged items, making sure there are two thumb screws and one mounting bracket. Close the tray of the 1000-sheet paper feed unit firmly.
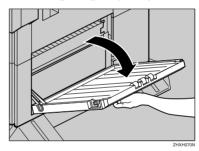

ZDJP005J

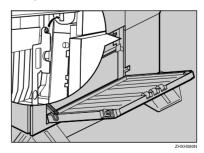F Slowly pull out Tray 2 while lifting up a little.

ZHXH853J

G Fasten one thumb screw. A coin can be used to fasten the screws.

ZDJP015J

H Slowly slide Tray 2 back into the printer, until it stops.
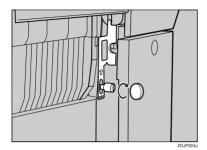
I Open the right cover of the 1000-sheet paper feed unit.

ZHXH050N

J Hook the mounting bracket to the hole, as shown.

ZHXH060N

K Fasten the bracket with the other thumb screw. A coin can be used to fasten the screws.

ZDJP018J

L Close the right cover of the 1000-sheet paper feed unit.
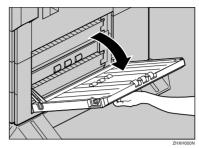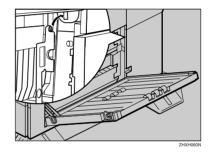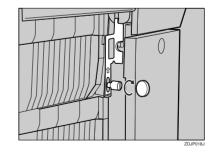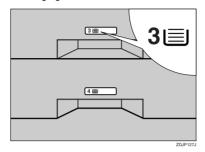
M **Stick labels "3" and "4" above the handles on the front of the 1000-sheet paper feed unit.**

ZDJP127J

✎ Note

❒ After finishing the installation, you can check the 1000-sheet paper feed unit is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "Paper Feed Unit (Tray 3 & Tray 4)" appear under the "Options" list.

❒ If the paper feed unit is not installed properly, repeat the procedure from step A. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 Reference

p.24 "Test Printing"
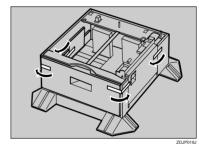
Installing the Paper Bank PS470 (2000-sheet Large Capacity Tray)

⚠ **CAUTION:**
- *When moving the paper feed unit, hold the bottom of both sides, and then lift slowly. Lifting carelessly or dropping it may cause injury.*
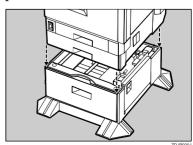
✎ Note

❒ The 2000-sheet Large Capacity Tray weighs approximately 25 kg (55.2 lbs).

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

B **Remove the adhesive tape.**

ZDJP019J
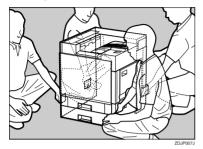
C **Adjust the four corners of the printer to those of the 2000-sheet Large Capacity Tray, and then slowly lower the printer into place.**
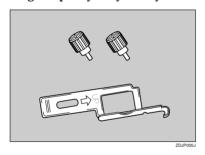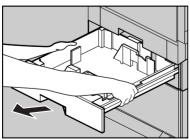
ZDJP020J

43

⚠️Important

❒ Four people should hold the handles, located on two sides of the printer, to move it.

ZDJP007J
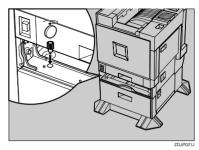
D **Take out the packaged items, making sure there are two thumb screws and one mounting bracket. Close the tray of the 2000-sheet Large Capacity Tray firmly.**

ZDJP005J

E **Slowly pull out Tray 2 while lifting up a little.**

ZHXH851J

F **Fasten one thumb screw. A coin can be used to fasten the screws.**

ZDJP021J

G **Slowly slide Tray 2 back into the printer, until it stops.**

H **Open the right cover of the 2000-sheet Large Capacity Tray.**

ZHXH070N

I **Hook the mounting bracket to the hole, as shown.**

ZHXH080N

⓾ Fasten the bracket with the other thumb screw. A coin can be used to fasten the screws.

ZDJP024J

⓫ Close the right cover of the 2000-sheet Large Capacity Tray.
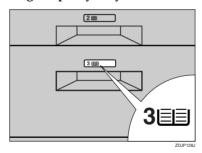
⓬ Stick label "3" above the handle on the front of the 2000-sheet Large Capacity Tray.

ZDJP128J

✐ Note

❒ After finishing the installation, you can check the 2000-sheet Large Capacity Tray is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "LCT Tandem Bank" appear under the "Options" list.

❒ If the paper feed unit is not installed properly, repeat the procedure from step ⓵. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 Reference

p.24 "Test Printing"

45

Memory Unit TypeC (SDRAM Module)

⚠️Important
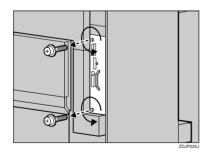
❒ Before handling the memory unit, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the memory unit.
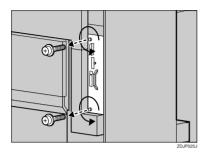
❒ Do not subject the SDRAM Module to physical shocks.

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

B **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**
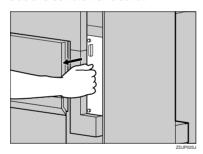
🔍**Reference**

p.37 "Using the Screwdriver"

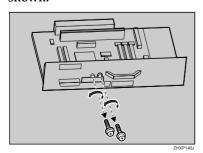**C** **Remove the two screws fastening the controller board to the back of the printer using the provided screwdriver.**

The removed screws will be used later to fasten the controller board.

D **Holding the handle, slowly pull out the controller board.**

E **Put the controller board down on a flat surface.**
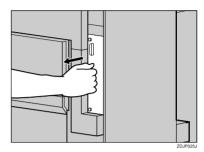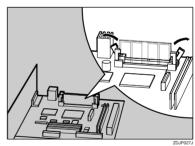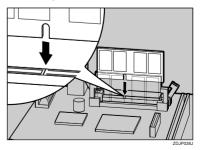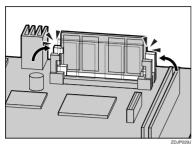
F **Release the locks on the left and right sides of the open slot.**
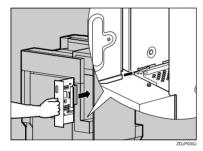
G **Align the notch of the memory unit with the slot, and then insert vertically.**
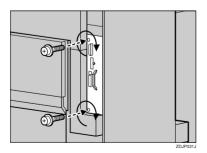
⑧ Press the memory unit down until it clicks into the locked position.

ZDJP029J

⑨ Align the controller board with the top and bottom rails, and then push in slowly, until it stops.

ZDJP030J

⑩ Tighten the two screws fastening the controller board back into its original position, using the provided screwdriver.

ZDJP031J

✐ **Note**

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the memory unit is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see the memory capacity for "Total Memory".

❒ If the memory unit is not installed properly, repeat the procedure from step ❶. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎**Reference**

4

47
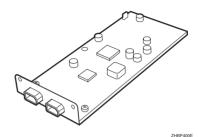
1394 Interface Unit Type 4510

⚠️**Important**

❒ Printing using "1394/SCSI Printer" (Windows 2000) device and "IEEE 1394 and SCSI printers" (Windows XP) with the optional 1394 interface unit is possible under Windows 2000 and Windows XP. Printing with IP over 1394 is possible under Windows Me and Windows XP.

❒ Printing is not possible with Windows 95, 98. If the "plug and play" function starts, click **[Cancel]**.

❒ Under Windows 2000, the 1394 interface unit can only be used with Service Pack 1 or later. If the Service Pack is not installed, only one SCSI print device in a 1394 bus is connectable. The client cannot install the printer driver without an account that has Administrators permission.

❒ Before handling the 1394 interface unit, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the 1394 interface unit

❒ Unplug all interface cables from the printer before installation. If you take out the controller board with cables still plugged in, the 1394 interface unit might be damaged.

❒ Do not plug or unplug the 1394 interface cable while installing the printer driver

❒ Use the 1394 Interface cable supplied with the 1394 interface unit.

❒ Do not subject the 1394 interface unit to physical shocks.

A **Check the contents of the box.**

❖ **1394 Interface Unit Type 4510**

ZHBP400E

❖ **Interface Cable (6 pin × 6 pin)**

❖ **Interface Cable (6 pin × 4 pin)**

B **Turn off the power, and then unplug the power cable, and then interface cable.**

C **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**

🔍**Reference**

p.37 "Using the Screwdriver"

48

D **Remove the two screws fastening the controller board to the back of the printer using the provided screwdriver.**

The removed screws will be used later to fasten the controller board.

E **Holding the handle, slowly pull out the controller board.**

F **Put the controller board down on a flat surface.**

G **Remove the small cover plate using the provided screwdriver, as shown.**

Note

❒ The removed screws will be needed in step I.

H **Install the 1394 interface unit into the controller board. Insert the tip of the 1394 interface unit into the attachment area (①), and then push it in the direction of the arrow (②).**

Check the 1394 interface unit is connected firmly to the controller board.
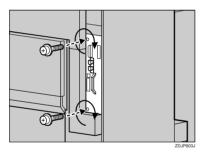
I **Using the screwdriver provided, tighten the two screws removed in step G, securing the 1394 interface unit.**

Insert the controller board into the top and bottom rails, and then slide it in slowly, until it stops.

ZDJP030J

Tighten the two screws fastening the controller board back into its original position, using the provided screwdriver.

ZDJP803J

✐ Note

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the 1394 interface unit is installed properly: Print the configuration page from the "List/Test Print" menu, and then check the items in "System Reference". If it is installed properly, you will see "IEEE1394" appear under "Controller Option".
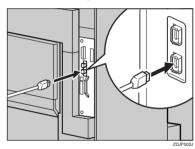
❒ If the 1394 interface unit is not installed properly, repeat the procedure from step ❒. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 Reference

p.24 "Test Printing"

Connecting the Cable to the 1394 Interface Unit

Connect the interface cable to the 1394 interface port.

ZDJP500J

✐ Note

❒ Either of the two connectors for the 1394 interface unit can be used.

❒ If you have an interface cable with a ferrite core, connect the end nearest to the ferrite core to the printer.

Connect the other end to the host computer.

50

IEEE 1394 Configuration
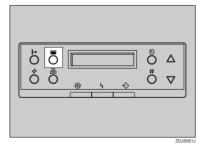
Use this procedure to configure the printer for use in an IEEE 1394 environment. The following table shows the control panel settings and their default values. These items are included in the "Host Interface" menu.

Setting Name	Value
IP Address1394	000.000.000.000
Subnet Mask1394	000.000.000.000
IP over 1394	Active
SCSI print	Active
Bidi-SCSI print	Active

Procedures vary depending on the protocol you use. See the following table.

IP over 1394	Steps ❶-❽, and then proceed to steps ⓭ to ⓮
SCSI print	Steps ❶-❹, and then proceed to steps ❾ to ⓮

A **Press 【Menu】.**

ZDJS001J

The menu appears on the display.
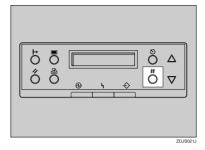
B **Press 【▲】 or 【▼】 to display the "Host Interface" menu.**

```
Menu:
 Host Interface
```

C **Press 【Enter #】.**

ZDJS021J

The following message appears on the display:

```
Host Interface:
 I/O Buffer
```

D **Press 【▲】 or 【▼】 to display "IEEE 1394 Setup".**

```
Host Interface:
 IEEE 1394 Setup
```

E **Press 【Enter #】.**

The following message appears on the display:

```
IEEE 1394 Setup:
 IP Address1394
```

F **Press 【▲】 or 【▼】 to display "IP over 1394".**

```
IEEE 1394 Setup:
 IP over 1394
```

A Press 【Enter #】.

B Press 【▲】 or 【▼】 to select either "Active" or "Not Active".

C Press 【Enter #】.

After a few seconds, the display returns to the previous menu.

51

7 **Assign the IP address to the printer.**

Do not overlap the IP address in the same subnet or the same IP address in the network setting.

✐ **Note**

❒ To get the IP address for the printer, contact your network administrator.

A **Press 【▲】 or 【▼】 until the following message appears:**

```
IEEE 1394 Setup:
 IP Address1394
```

B **Press 【Enter #】.**

The current IP address appears on the display.

```
IP Address1394:
 000.000.000.000
```

C **Press 【▲】 or 【▼】 to enter the leftmost entry field of the IP address.**

```
IP Address1394:
 192.000.000.000
```

D **Press 【Enter #】.**

The cursor (▇) moves to the next entry field automatically.

```
IP Address1394:
 192.02▇.000.000
```

✐ **Note**

❒ The value changes in increments of 10 if 【▲】 or 【▼】 is kept pressed.

❒ You can return the cursor (▇) to the previous (left) entry field by pressing 【Escape】.

❒ If you press 【Escape】 when the cursor (▇) is in the leftmost position, the selected IP address is reset.

E **Repeat steps C and D to enter the IP address.**

```
IP Address1394:
 192.168.000.011
```

Check the cursor (▇) is in the rightmost position, and then press 【Enter #】 to register the IP address you selected.

```
IEEE 1394 Setup:
 IP Address1394
```

8 **Set "Subnet Mask1394" in the same way.**

9 **Set "SCSI print" and "Bidi-SCSI print" if necessary.**

✐ **Note**

❒ Default is "Active".

10 **Press 【▲】 or 【▼】 to display "SCSI print".**

```
IEEE 1394 Setup:
 SCSI print
```

11 **Press 【Enter #】.**

The following message appears on the display:

```
SCSI print:
 ＊Active
```

12 **Press 【▲】 or 【▼】 to select either "Active" or "Not Active", and then press 【Enter #】.**

Set "Bidi-SCSI print" in the same way.
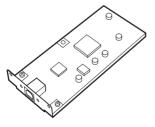
M Press 【On Line】.

"Ready" appears on the display.

```
Ready
```

N Print a configuration page to con-firm the settings made. See p.24 "Test Printing".

4

USB 2.0 Interface Board Type A

⚡**Important**

❒ The USB 2.0 interface board supports a USB connection between the printer and a computer running Windows 98 SE/Me, Windows 2000/XP, Mac OS 9.x or Mac OS X Classic mode.

❒ With Windows 98 SE/Me, be sure to install USB Printing Support from the CD-ROM provided with the machine. When USB 2.0 is used with Windows 98 SE/Me, only the same speed as that of USB 1.1 is possible.

❒ Only the standard USB port is supported on a Macintosh

❒ When using USB with a Macintosh, only the same speed as that of USB 1.1 is possible

❒ Before handling the USB 2.0 interface board, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the USB 2.0 interface board

❒ Do not subject the USB 2.0 interface board to physical shocks.

❒ Buy a USB cable suitable for your computer.

A **Check the contents of the box.**

❖ **USB 2.0 Interface Board Type A**
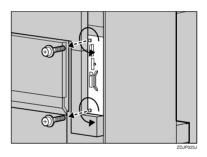
ZHXP100J

B **Turn off the power, and then unplug the power cable, and then interface cable.**

C **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**
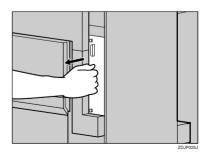
🔎**Reference**

p.37 "Using the Screwdriver"

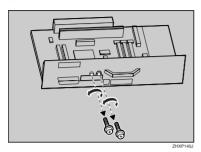D **Remove the two screws fastening the controller board to the back of the printer using the provided screwdriver.**

ZDJP025J

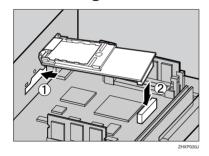The removed screws will be used later to fasten the controller board.

E **Holding the handle, slowly pull out the controller board.**


ZDJP025J

F **Put the controller board down on a flat surface.**

G **Remove the small cover plate us-
ing the provided screwdriver, as
shown.**

ZHXP140J

✐ **Note**

❒ The removed screws will be
needed in step I.
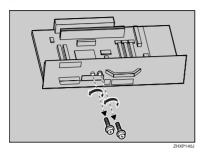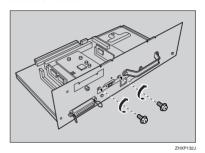
H **Install the USB 2.0 interface
board into the controller board.
Insert the tip of the USB 2.0 inter-
face board into the attachment
area (①), and then push it in the
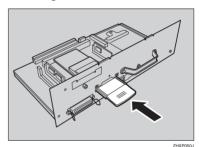direction of the arrow (②).**

ZHXP020J
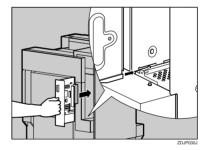
Check the USB 2.0 interface board
is connected firmly to the control-
ler board.
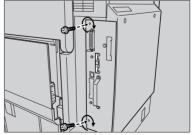
I **Using the screwdriver provided,
tighten the two screws removed
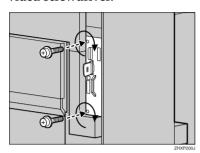in step G, securing the USB 2.0 in-
terface board.**

ZHXP132J

J **Insert the controller board into
the top and bottom rails, and then
slide it in slowly, until it stops.**

ZDJP030J

K **Tighten the two screws fastening
the controller board back into its
original position, using the pro-
vided screwdriver.**

ZHXH881J
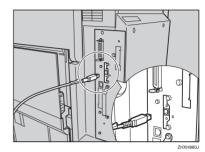
4

✑ Note

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the USB 2.0 interface board is installed properly: Print the configuration page from the "List/Test Print" menu, and then check the items in "System Reference". If it is installed properly, you will see "USB" appear under "Controller Option".

❒ If the USB 2.0 interface board is not installed properly, repeat the procedure from step ◪. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 Reference

p.24 "Test Printing"

Connecting the Cable to the USB 2.0 Interface Board

◪ **Connect the square-shaped connector of the USB cable to the USB 2.0 interface board.**

ZHXH880J

◪ **Connect the opposite end's flat connector to devices such as the USB interface of the computer, or USB hub.**

802.11b Interface Unit Type A

⚠️**Important**
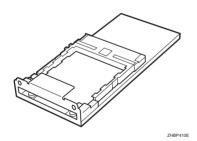
❒ Before handling the 802.11b interface unit, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the 802.11b interface unit

❒ Do not subject the 802.11b interface unit to physical shocks.

💡 **Limitation**

❒ The 802.11b interface unit and Ethernet interface cannot be used at the same time.

❒ If problems occur with printing due to of poor radio reception, connect an external antenna.

A **Check the contents of the box.**

❖ **802.11b Interface Unit Type A**

- Interface Unit
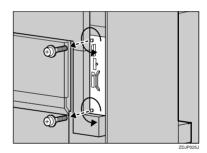
ZHBP410E

- Card

ZHXP240J

B **Turn off the power, and then unplug the power cable and interface cable.**

C **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**

🔎**Reference**

p.37 "Using the Screwdriver"

D **Remove the two screws fastening the controller board to the back of the printer using the provided screwdriver.**

ZDJP025J

The removed screws will be used later to fasten the controller board.

E **Holding the handle, slowly pull out the controller board.**

ZDJP025J

F **Put the controller board down on a flat surface.**

G Remove the small cover plate us-
ing the provided screwdriver, as
shown.

ZHXP140J

✎ **Note**

❒ The removed screws will be
needed in step I.
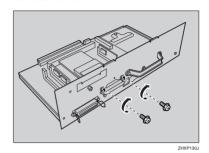
H Install the 802.11b interface unit
into the controller board. Insert
the tip of the 802.11b interface
unit into the attachment area (①),
and then push it in the direction
of the arrow (②).

ZHXP030J

Check the 802.11b interface unit is
connected firmly to the controller
board.
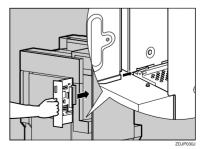
I Using the screwdriver provided,
tighten the two screws removed
in step G, securing the 802.11b in-
terface unit.

ZHXP130J

J With the label facing down and
the uneven black antenna surface
facing up, slowly insert the card
into the 802.11b interface unit, un-
til it stops.

ZHXP050J

K Insert the controller board into
the top and bottom rails, and then
slide it in slowly, until it stops.

ZDJP030J

12 Tighten the two screws fastening the controller board back into its original position, using the provided screwdriver.

ZHXP200J

Note

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the 802.11b interface unit is installed properly: Print the configuration page from the "List/Test Print" menu, and check the items in "System Reference". If it is installed properly, you will see "IEEE 802.11b" appear under "Controller Option".

❒ If the 802.11b interface unit is not installed properly, repeat the procedure from step **1**. If you cannot install it properly even after repeat the procedure, contact your sales or service representative.

Reference

p.24 "Test Printing"
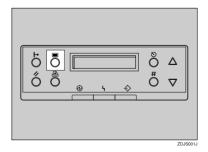
IEEE 802.11b (wireless LAN) Configuration

Configure the printer to use the IEEE 802.11b (wireless LAN). The following table shows the control panel settings and their default values. These items are included in the "Host Interface" menu.

Setting Name	Default Value
Comm. Mode	802.11 Ad hoc
Channel	• Inch version (1-11) 11
	• Metric version (1-13) 11
Trans. Speed	Auto
WEP Setting	Not Active

To use the IEEE 802.11b (wireless LAN), select "IEEE 802.11b" for "LAN Type" in "Network Setup" of the "Host Interface" menu, and then set "IP Address", "Subnet Mask", "Gateway Address", "DHCP", "Frame Type (NW)" and "Active Protocol" in the "Network Setup". For details about setting the items in the "Network Setup", see p.27 "Configuring the Printer for the Network using the Control Panel".

1 Press 【Menu】.

ZDJS001J
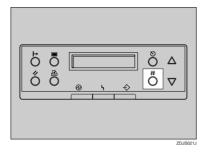
The menu appears on the display.

4

B **Press 【▲】 or 【▼】 to display "Host Interface" menu.**

```
Menu:
  Host Interface
```

C **Press 【Enter #】.**

ZDJS021J

The following message appears on the display:

```
Host Interface:
  I/O Buffer
```

D **Press 【▲】 or 【▼】 to display "IEEE 802.11b".**

```
Host Interface:
  IEEE 802.11b
```

E **Press 【Enter #】.**

Check that "Comm. Mode" appears on the display.

```
IEEE 802.11b:
  Comm. Mode
```

F **Press 【Enter #】.**

The following message appears on the display:

```
Comm. Mode:
 *802.11 Ad hoc
```

60

G **Press 【▲】 or 【▼】 to select the transmission mode.**

✐ **Note**
❒ Default is "802.11 Ad hoc".
❒ To use an IEEE 802.11b card for which the SSID (Network Name) setting is not necessary, select "Ad hoc".

H **Press 【Enter #】.**

After a few seconds, the display returns to the previous menu.

I **If "802.11 Ad hoc" or "Ad hoc" is selected for "Comm. Mode", set the channel for transmission.**

✐ **Note**
❒ Check with the network administrator about the channel to use.

A **Press 【▲】 or 【▼】 to display "Channel".**

```
IEEE 802.11b:
  Channel
```

B **Press 【Enter #】.**

The channel currently in use appears on the display.

```
Channel:
  (1-11)      11
```

C **Press 【▲】 or 【▼】 to enter the channel.**

D **Press 【Enter #】.**

J **Set "Trans. Speed" in the same way.**

✐ **Note**
❒ Default is "Auto". If you need to change the transmitting speed depending on the environment you are using, select the appropriate speed.

K **Press the 【▲】 or 【▼】 key to display "SSID", and then press the 【Enter #】 key.**

```
 IEEE 802.11b:
  SSID
```

The following message appears on the display:

```
 SSID:
  Enter ID
```

✎ Note

❒ Default is "ASSID".

❒ If an SSID has been set, you can check it. Press the 【▲】 or 【▼】 key to display "View", and then press the 【Enter #】 key.

A **Press the 【Enter #】 key.**

The following message appears on the display:

```
 SSID:        [ 0]
 ▓
```

✎ Note

❒ The value in brackets at the upper right indicates the number of characters entered.

B **Press the 【▲】 or 【▼】 key to select characters, and then press the 【Enter #】 key.**

```
 SSID:        [ 1]
 A
```

The cursor (▓) moves to the next character position.

```
 SSID:        [ 1]
 A▓
```

C **Continue entering.**

✎ Note

❒ Usable characters are ASCII 0x20-0x7e (32 bytes).

❒ If you press the 【Escape】 key, the cursor (▓) moves to the previous character position.

D **After entering, press the 【Enter #】 key twice.**

```
 SSID:       [32]
 AAAAAAAAAAAAAAAA
```

The screen returns to step **K**.

L **Press the 【▲】 or 【▼】 key to display "WEP Setting".**

```
 IEEE 802.11b:
  WEP Setting
```

A **Press the 【Enter #】 key.**

```
 WEP Setting:
 *Not Active
```

B **Press the 【▲】 or 【▼】 key to display "Active", and then press the 【Enter #】 key.**

```
 WEP Setting:
  Active
```

The following message appears on the display:

```
 Change WEP Key:
  Yes
```

4

61

Note

❒ When setting WEP to "Active", you need to enter the WEP key. If you have not entered the key, be sure to enter it.

❒ If you have entered the WEP key, and then change the setting, press the 【▲】 or 【▼】 key to display "No", and then press the 【Enter #】 key.

C Press the 【Enter #】 key.

```
WEP Key:    [ 0]
▓
```

Note

❒ The value in brackets at the upper right indicates the number of characters entered.

D Press the 【▲】 or 【▼】 key to select characters, and then press the 【Enter #】 key.

```
WEP Key:    [ 1]
0
```

The cursor (▓) moves to the next character position.

```
WEP Key:    [ 1]
0▓
```

E Continue entering.

Note

❒ You can enter either 10 or 26 characters. If the key you enter is not 10 or 26 characters long, the following message appears:

```
Error: Enter 10
or 26 characters
```

❒ If you press the 【Escape】 key, the cursor (▓) moves to the previous character position.

F After entering, press the 【Enter #】 key.

```
WEP Key:    [26]
00000000000000000
```

The screen returns to step ⓬.

M Press 【On Line】.

"Ready" appears on the display.

```
Ready
```

N Print a configuration page to confirm the settings made. See p.24 "Test Printing".

4

62

Bluetooth Unit Type 2045

⚠️**Important**

❐ Only Bluetooth-equipped computers support printing with the Bluetooth unit.

❐ Before handling the Bluetooth interface unit, ground yourself by touching something metal to discharge static electricity. Static electricity can damage the Bluetooth interface unit.

❐ Do not subject the Bluetooth unit to physical shocks.

🔎**Reference**
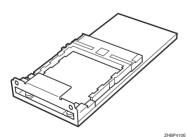
The manual provided with the Bluetooth unit.

A **Check the contents of the box.**

❖ **Bluetooth**

• Interface Unit
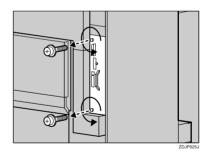
ZHBP410E

• Card

ZHBP510E

• Antenna Cap

ZHBPA921E

B **Turn off the power, and then unplug the power cable and interface cable.**

C **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**

🔎**Reference**

p.37 "Using the Screwdriver"

D **Remove the two screws fastening the controller board to the back of the printer using the provided screwdriver.**

ZDJP025J

The removed screws will be used later to fasten the controller board.

4

63

E **Holding the handle, slowly pull out the controller board.**

F **Put the controller board down on a flat surface.**

G **Remove the small cover plate using the provided screwdriver, as shown.**

✎ Note

❒ The removed screws will be needed in step **I**.
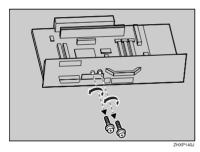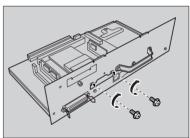
H **Install the Bluetooth unit into the controller board. Insert the tip of the Bluetooth unit into the attachment area (①), and then push it in the direction of the arrow (②).**
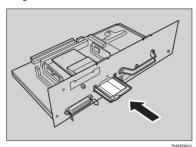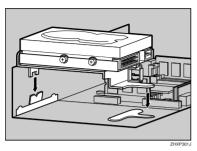

Check the Bluetooth unit is connected firmly to the controller board.

I **Tighten the two screws fastening the Bluetooth unit, using the provided screwdriver.**
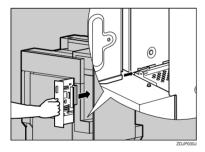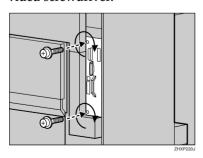
J **With the side labeled INSERT facing up, slowly insert the card into the Bluetooth unit, until it stops.**
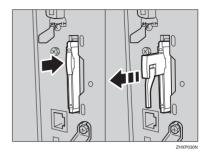
ZHXP060J

K **Insert the controller board into the top and bottom rails, and then slide it in slowly, until it stops.**

ZDJP030J

L **Tighten the two screws fastening the controller board back into its original position, using the provided screwdriver.**

ZHXP220J

M **Press the antenna to extend it.**

ZHXP030N

N **Attach the antenna cap over the antenna.**

⚲ Note

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the Bluetooth unit is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "Bluetooth" appear under "Controller Option".

❒ If the Bluetooth unit is not installed properly, repeat the procedure from step **A**. If you cannot install it properly even after reinstallation, contact your sales or service representative.

⌕ Reference

p.24 "Test Printing"

4

65

User Account Enhance Unit TypeC

⚠ **CAUTION:**

- *Do not place the IC2 lithium battery near or into fire, as it will explode and cause a burn.*

- *The user account enhance unit installed on the controller has a IC2 lithium battery which can explode if replaced incorrectly. Replace the user account enhance unit only with the indicated one.*

✎ **Note**

❒ Disposal should take place at an authorized dealer or an appropriate collection site. An IC2 lithium battery is contained inside the user account enhance unit.

❒ If you are disposing of the unit, separate the IC2 lithium battery from the board and dispose of them according to local regulations.

🔧**Important**

❒ Before handling the user account enhance unit, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the user account enhance unit.

❒ Do not subject the user account enhance unit to physical shocks.

A **Check the contents of the box.**

❖ **User Account Enhance Unit**

ZHXH010N

❖ **One Screw**
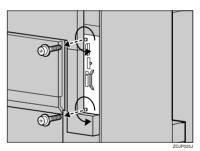
B **Turn off the power, and then unplug the power cable.**

C **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**

🔎 **Reference**
p.37 "Using the Screwdriver"

D **Remove the two screws fastening the controller board to the back of the printer, using the provided screwdriver.**

ZDJP025J

The removed screws will be used later to fasten the controller board.

E **Holding the handle, slowly pull out the controller board.**

ZDJP025J
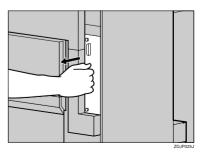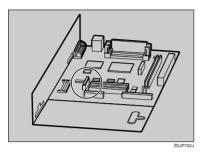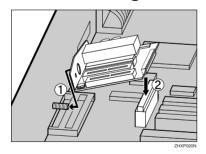
F Put the controller board down on a flat surface.
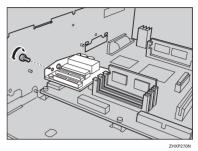
You must install the user account enhance unit in the position as shown.

ZDJP702J
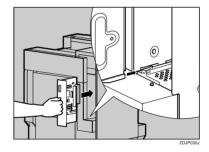
G Install the user account enhance unit into the controller board. If there is a screw coming out from the place of attachment, insert the screw in the hole at the tip of the user account enhance unit (①), and then push the unit in the direction of the arrow (②).

ZHXP020N
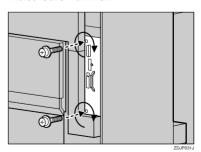
Check the user account enhance unit is connected firmly to the controller board.

H Tighten the screw fastening the user account enhance unit, using the provided screwdriver.

ZHXP270N

I Align the controller board with the top and bottom rails, and then push in slowly, until it stops.

ZDJP030J

J Tighten the two screws fastening the controller board back into its original position, using the provided screwdriver.

ZDJP031J

4

✐ **Note**

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the user account enhance unit is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "Accounting Module" appear under "Controller Option".

❒ If the user account enhance unit is not installed properly, repeat the procedure from step ◼. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 **Reference**

p.24 "Test Printing"

Printer Hard Disk Type 7000

⚠️Important

❒ Before handling the printer hard disk, ground yourself by touching something metal to discharge any static electricity. Static electricity can damage the printer hard disk.

❒ Do not subject the printer hard disk to physical shocks.

A **Check the contents of the box.**

❖ **Printer Hard Disk Type 7000**

ZHXP291J

❖ **Flat Cable**

❖ **Power Cable**

❖ **Two Screws**
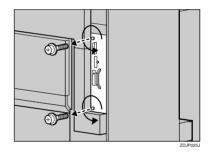
B **Turn off the power, and then unplug the power cable.**

C **Slowly open the front cover of the printer, and remove the green screwdriver, and then close the cover.**
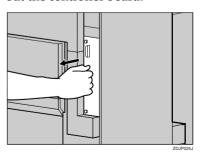
🔎**Reference**

p.37 "Using the Screwdriver"

D **Remove the two screws fastening the controller board to the back of the printer, using the provided screwdriver.**

ZDJP025J

The removed screws will be used later to fasten the controller board.

E **Holding the handle, slowly pull out the controller board.**

ZDJP025J

F **Put the controller board down on a flat surface.**

4

69
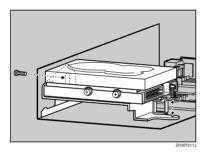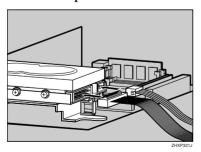
7 **Install the printer hard disk into the controller board.**

ZHXP301J
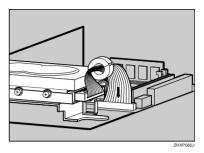
8 **Tighten the two screws fastening the printer hard disk to the controller board, using the provided screwdriver.**

ZHXP311J
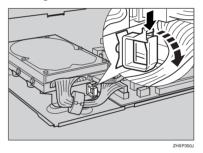
9 **Connect the power cable and flat cable to the printer hard disk.**

ZHXP321J
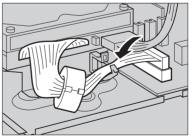
10 **Connect the flat cable to the controller board.**

ZHXP082J

11 **Remove the white clamp from under the printer hard disk, and then open it, as shown.**

ZHXP350J
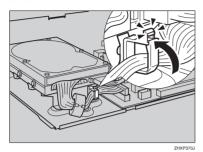
12 **Bind the connectors with the clamp, as shown.**

ZHXP360J

70
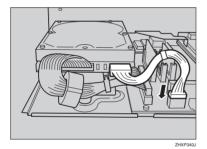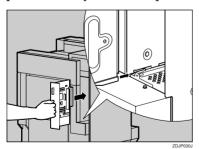
M **Push the clamp hook back in the direction of the arrow, until it clicks.**
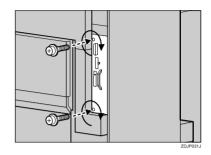
ZHXP370J

N **Connect the power cable to the controller board.**

ZHXP340J

O **Align the controller board with the top and bottom rails, and then push in slowly, until it stops.**

ZDJP030J

P **Tighten the two screws fastening the controller board back into its original position, using the provided screwdriver.**

ZDJP031J

The printer hard disk automatically begins formatting when the printer is switched on.
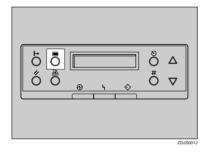
🖉 **Note**

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

❒ After finishing the installation, you can check the printer hard disk is installed properly: Print the configuration page from the "List/Test Print" menu and check the items in "System Reference". If it is installed properly, you will see "Printer Hard Disk Drive" appear under "Controller Option".

❒ If the printer hard disk is not installed properly, repeat the procedure from step A. If you cannot install it properly even after reinstallation, contact your sales or service representative.

4

Installing Options

Formatting the Printer Hard Disk Drive

If it becomes necessary to format the printer hard disk after initial setup, execute "HDD Format" in the "Maintenance" menu.

⚠️Important

❒ Formatting the printer hard disk will delete all data.

A Press 【Menu】.

ZDJS001J

The menu appears on the display.

B Press 【▲】 or 【▼】 to display "Maintenance", and then press 【Enter#】.

```
Menu:
 Maintenance
```

The menu for selecting "Maintenance" items appears.

C Press 【▲】 or 【▼】 to display "HDD Format", and then press 【Enter#】.

```
Maintenance:
 HDD Format
```

A check message appears.

📝 Note

❒ If "HDD Format" is not displayed on the display, the printer hard disk is not installed properly. Repeat the procedure from step A. See p.69 "Printer Hard Disk Type 7000". If you still cannot install it properly, contact your sales or service representative.

⚠️Important

❒ To avoid malfunction do not turn off the power while formatting the printer hard disk.

D Press 【Enter#】.

The printer hard disk is formatted, and a restart message appears.

E Turn off the power once, and then turn the power back on.

The printer hard disk format is completed, and now ready for use.

72

Duplex Unit Type 7000

📖 **Preparation**

To use the optional paper feed unit at the same time, install the optional paper feed unit first, and then install the duplex unit.

⚠ **_CAUTION:_**

- _The inside of the machine becomes very hot. Do not touch the parts labelled "hot surface". Touching a "hot surface" could result in a burn._
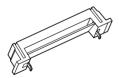
⚠ **_CAUTION:_**

- _Do not let go of the duplex reversal unit until it is fastened in place. It could fall and cause injury._

Installing the Duplex Reversal Unit Stand

🔟 **Check the contents of the box.**

❖ **Stand**

❖ **Paper Guide**
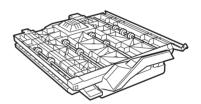
❖ **One Short Screw, Four Long Screws**

❖ **Duplex Reversal Unit**
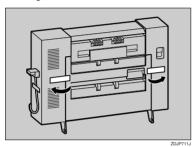
❖ **Duplex Feed Unit**
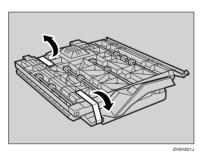
4

73

B Remove the adhesive tape and packing materials.

☀️**Important**

❒ Do not remove the adhesive tape holding the auxiliary bar yet. Remove it in step **C** on p.76 "Installing the Duplex Reversal Unit".

❒ Do not remove the adhesive tape holding the cable of the duplex reversal unit yet. Remove it in step **G** on p.76 "Installing the Duplex Reversal Unit".

ZDJP711J

ZHXH221J
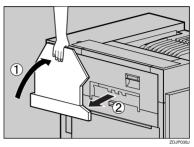
C Turn off the power, and then unplug the power cable from the wall outlet.

D Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.

🔗**Reference**

p.37 "Using the Screwdriver"
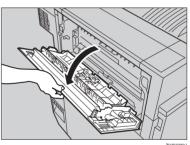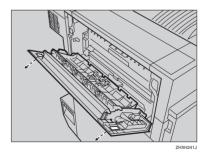
E Lift the external tray in the direction of the arrow (①), and then remove (②).

ZDJP038J

F Remove the two small covers on the upper left cover of the printer.

A Open the upper left cover.

ZHXH230J
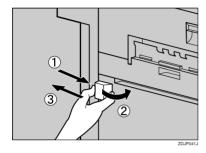
B Remove the two small covers by pinching and pulling them in the direction of the arrow.

ZHXH241J

C Close the upper left cover.

📝**Note**
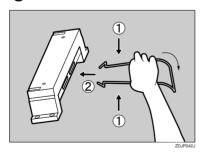
❒ You cannot use the two removed covers.

74
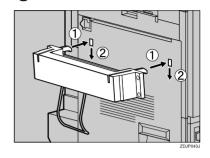
7 Remove the protective cover on the left side of the printer. Hold the protective cover by both sides, and while pushing the left side of the cover (①), open it in the direction of the arrow (②), and then remove (③).

ZDJP041J

⁄ Note
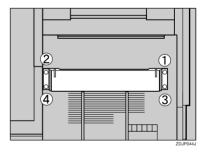
❒ You cannot use the removed protective cover.

8 Attach the paper guide to the stand. Hold it so that the right side bends down as shown, and then while gripping lightly (①), insert it into the holes of the stand (②).

ZDJP042J

9 Insert the claws of the stand into the holes on the left side of the printer (①), and then push down (②).

ZDJP043J
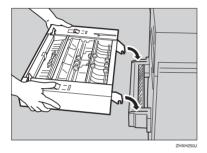
10 Tighten the four long screws fastening the duplex reversal unit stand, using provided screwdriver. Fasten in the order of ①⇒②⇒③⇒④, as shown.

ZDJP044J

This completes installation of the stand. Next, install the duplex reversal unit.

4

Installing the Duplex Reversal Unit
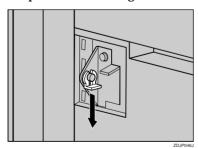
A Using both hands, hold the duplex reversal unit level, and then insert the hooks into the groove of the stand. Align the hook tips with the line on the stand, as shown, and then insert slowly. Do not let go of the duplex reversal unit even after insertion.

ZHXH250J
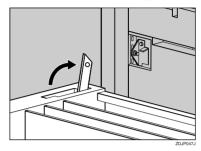
The hooks of the duplex reversal unit clip around the bar inside the groove of the stand.

B While supporting the duplex reversal unit, remove the stopper the printer's mounting bracket.

ZDJP046J
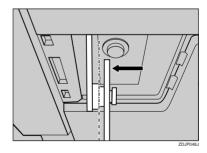
This stopper will be used in a later step E, so take care not to lose it.

C While supporting the duplex reversal unit, remove the adhesive tape, and then hold the auxiliary bar in front of the hook on the left side, and then stand it up.

ZDJP047J
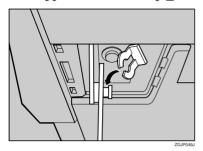
D Hook the hole of the auxiliary bar onto the printer's mounting bracket.

ZDJP048J
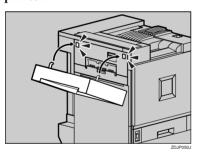
In step E, move the auxiliary bar to the position with the perforated line, as shown.

E **Hang the auxiliary bar on the far left end, as shown, and then install the stopper removed in step B.**

ZDJP049J
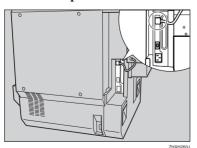
Make sure the auxiliary bar and stopper are installed in the positions, as shown.

F **Slowly raise the duplex reversal unit, and then fold it up to the printer.**

ZDJP050J
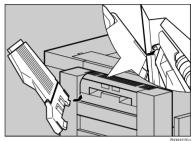
G **Remove the adhesive tape holdings the cable, and then connect the cable from the duplex reversal unit to the upper connector on the back of the printer.**

ZHXH260J
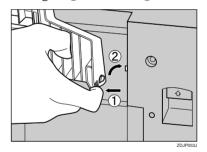
This completes installation of the duplex reversal unit. Install the duplex feed unit after the external tray.

H **Install the external tray.**
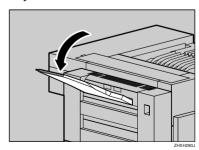
A **Stand the external tray, and then insert it from the left side using both hands.**

ZHXH270J
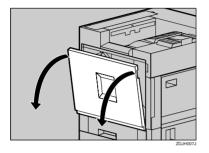
B **Pushing the right edge of the external tray lightly with your finger (①), insert it (②).**

ZDJP053J
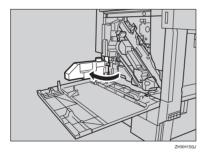
C **Lower the external tray toward you.**

ZHXH280J

77

Installing the Duplex Feed Unit

A **Slowly open the front cover by pulling on the two areas on the left and right.**

ZDJH007J
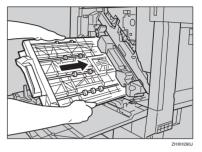
B **Carefully pivot the waste oil bottle outward, in the direction of the arrow.**

ZHXH150J
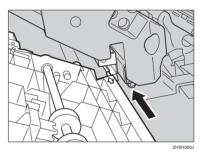
⚠ *CAUTION:*

- *Keep the waste oil bottle away from flames. There is a risk of fire or burns.*
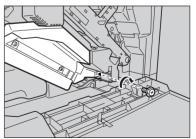
C **Holding the duplex feed unit using both hands, place it on the vertical rail, and then slide it slowly in until it stops.**

ZHXH290J

The vertical rail is in the position, as shown.

ZHXH300J

D **Fasten the duplex feed unit using a short screw and the provided screwdriver.**

ZHXH310J
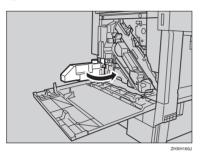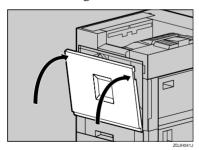
Note

❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

This completes installation of the duplex feed unit.

E **Carefully push back the waste oil bottle in the direction of the arrow.**

ZHXH160J

F **Slowly close the front cover slowly by pressing the two areas on the left and right.**

ZDJH041J

Note
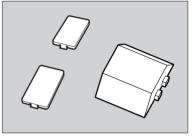
❒ After finishing the installation, you can check the duplex unit is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "Duplex Unit" appear in the "Options" list.

❒ If the duplex unit is not installed properly, repeat the procedure from step A. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 Reference

G **Check for leftover parts. You will not need these.**

ZHXH011N

4

SR770 (2 Tray Finisher)

📖 **Preparation**

Install the 2 tray finisher after the optional paper feed unit, optional memory unit or optional printer hard disk.

First, install the options that allow the controller board to be installed, and then the 2 tray finisher.

⚠ **CAUTION:**

- *When moving the 2 tray finisher, hold the center of both sides, and lift slowly. Lifting carelessly or dropping it may cause injury.*

📝 **Note**

❒ The 2 tray finisher weighs approximately 53 kg (116.9 lbs).

💥 **Important**

❒ You cannot install the 2 tray finisher unless both the paper feed unit and duplex unit with options are installed.

❒ The 2 tray finisher requires the optional printer hard disk or optional memory unit with at least 64 MB (total memory size 128 MB or more).

❒ You cannot install the 4-bin mailbox and 2 tray finisher at the same time.

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

B **Remove the adhesive tape and packing materials.**

💥 **Important**
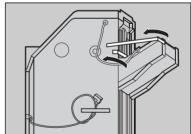
❒ Do not remove the adhesive tape holding the cable yet. Remove it in step 🔟.

❖ **Front and Side**

ZDJP059J

ZDJP062J

❖ **Back**

ZDJP950J

ZDJP060J

❖ **Interior**

ZDJP061J
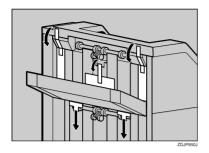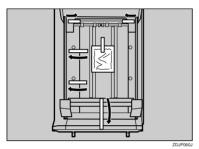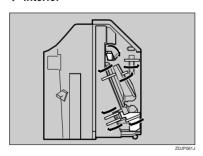
C **Check the contents of the box.**

❖ **Two short screws, six long screws**

❖ **Connecting Bracket**

❖ **Mounting Bracket**

❖ **Rail**
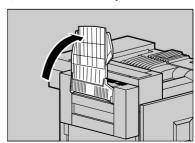
❖ **Two 2 Tray Finisher Trays**
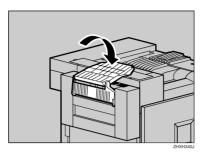
D **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**

📖 **Reference**

p.37 "Using the Screwdriver"
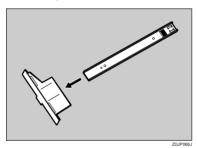
E **Stand the external tray of the printer.**

A **Stand it vertically.**

ZHXH330J

4

81
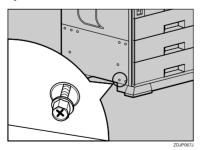
B Fold it over the top of the printer.

ZHXH340J
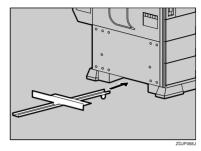
F Insert the rail with a wheel in the mounting bracket.

ZDJP066J
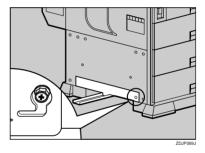
G Temporarily fasten one long screw in the position, as shown. Turn the screw three to four times by hand.

ZDJP067J
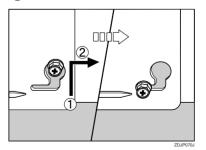
H Insert the rail, assembled in step F, into the base area under the printer.

ZDJP068J

I Hook the hole of the mounting bracket on the screw temporarily fastened in step G.

ZDJP069J
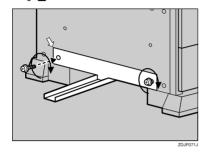
J Holding the mounting bracket using both hands, move it in the direction of up (①) to the right (②).

ZDJP070J

82
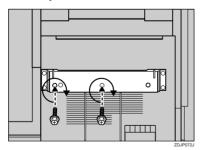
K With the left corner of the mounting bracket in the position pointed by the arrow on the printer, fasten the left side of the mounting bracket using a long screw and the provided screwdriver. Also tighten the screw on the right side temporarily fastened in step **G**.

ZDJP071J

🔍**Reference**

p.37 "Using the Screwdriver"
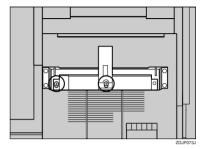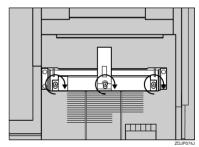
L Temporarily fasten the two long screws in the positions shown. Turn the screws three to four times by hand.

ZDJP072J

M Hook the connecting bracket onto the screws temporarily tightened in step **L**.

ZDJP073J
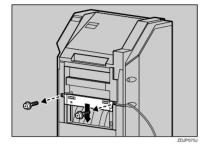
N Fasten the right side of the connecting bracket using a long screw and the provided screwdriver. Also tighten the two screws temporarily tightened in step **L**.

ZDJP074J
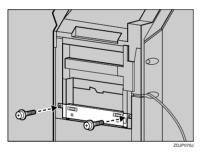
📝**Note**
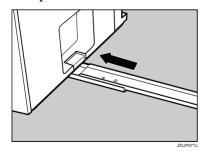
❒ If you have the 1000-sheet paper feed unit or 2000-sheet Large Capacity Tray installed, proceed to step **P**.

83

O If you have the 500-sheet paper feed unit installed, change the position of the connecting bracket on the side of the 2 tray finisher to the lower level. Remove the two screws using the provided screwdriver, then move the connecting bracket down, and then refasten the screws.

ZDJP075J

ZDJP076J
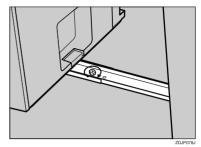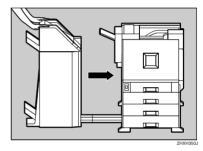
P Place the printer's rail on the 2 tray finisher, and then slide until it stops.

ZDJP077J
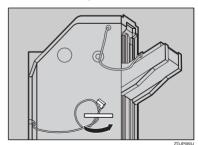
Q Fasten the rails using a long screw and the provided screwdriver.

ZDJP078J
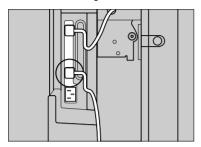
R Slowly push the 2 tray finisher toward the printer, until it stops.

ZHXH350J

S Remove the tape fastening the cable to the 2 tray finisher.

ZDJP080J
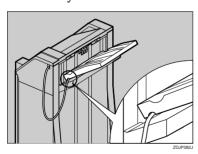
T **Connect the cable of the 2 tray fin-
isher to the lower connector on
the back of the printer.**
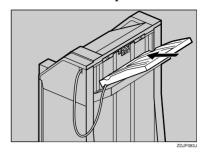
U **Place the two 2 tray finisher trays
in the 2 tray finisher.**
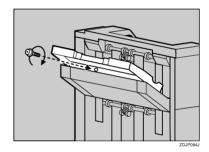
📎 **Note**
❒ The two finisher trays are iden-
tical.

A **Adjust the notch on the left
side of the 2 tray finisher tray
to the cable coming out from
the 2 tray finisher.**

B **With the 2 tray finisher tray
laid horizontally, slide it in at a
slant until it stops.**

C **Fasten the finisher tray using a
short screw and the provided
screwdriver.**
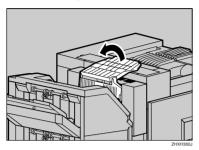
D **Use the same steps (B and C)
to install the other 2 tray fin-
isher trays.**
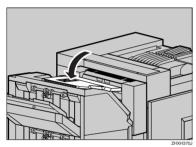
📎 **Note**
❒ Be sure to return the provid-
ed screwdriver to its original
position on the inside of the
front cover.

4

V Put the finisher tray installed on the duplex unit back in place.

A **Lift the top.**

ZHXH360J

B **Lower slowly.**

ZHXH370J

🖉 Note

❒ After finishing the installation, you can check the finisher is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "2 Tray Finisher" appear in the "Options" list.

❒ If the Finisher is not installed properly, repeat the procedure from step A. If you cannot install it properly even after reinstallation, contact your sales or service representative.

🔎 Reference

p.24 "Test Printing"

86

Mail Bin Type 3800C (4-bin Mailbox)

📑 **Preparation**

If you want to use the optional paper feed unit at the same time, install the optional paper feed unit first, and then install the 4-bin mailbox.

⚠ *CAUTION:*

- *When moving the 4-bin mailbox, hold the center of both sides, and lift slowly. Lifting carelessly or dropping it may cause injury.*

📝 **Note**
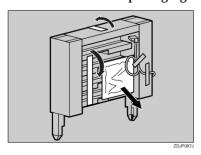
❒ The 4-bin mailbox weighs approximately 7 kg (15.5 lbs).

⚠ *CAUTION:*

- *When installing the 4-bin mailbox, be sure to hold both sides. If you hold it by the bottom, you might get your hand caught and injured.*

💥**Important**

❒ You cannot install the 4-bin mailbox and 2 tray finisher at the same time.

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

B **Remove the attached packaging.**

ZDJP087J

💥**Important**

❒ Do not remove the adhesive tape fastening the cable yet. Remove it in step 🔟.

C **Check the contents of the box.**

❖ **Two Screws**
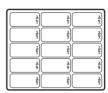
❖ **Four Output Bins**

❖ **Labels**
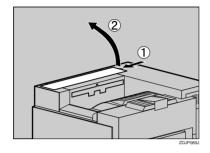
D **Slowly open the front cover of the printer, remove the green screwdriver, and then close the cover.**

🔗**Reference**

p.37 "Using the Screwdriver"

4
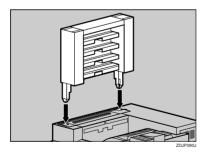
E Remove the top cover. Draw the lever (①), and then lift (②) to remove it.

There is an opening for installing the 4-bin mailbox.

ZDJP089J

Note
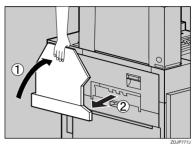
❒ You cannot use the removed cover.

F Holding both sides of the 4-bin mailbox using both hands, stand on the left side of the printer. Slowly lower it into the openings, and then insert until you hear a click.
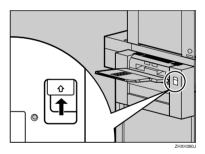

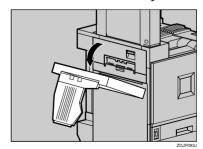ZDJP090J

If the duplex unit is installed, proceed to step **H**.

G Pull up the external tray in the direction of the arrow (①), and then remove (②).

ZDJP777J

H If the duplex unit is installed, open the duplex reversal unit.

A Push up the lock release button, and leave it in that position.

ZHXH380J
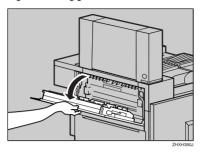
B Slowly lower the duplex reversal unit, until it stops.

ZDJP093J

I **Open the upper left cover.**

ZHXH390J
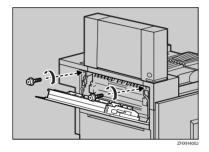
J **Fasten the 4-bin mailbox using two screws and the provided screwdriver.**
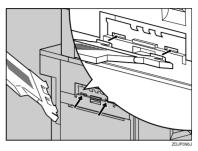
ZHXH400J

🔍**Reference**

p.37 "Using the Screwdriver"

📝 **Note**

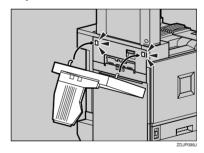❒ Be sure to return the provided screwdriver to its original position on the inside of the front cover.

K **Close the upper left cover.**
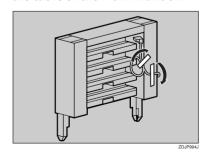
If the duplex unit is installed, proceed to step M.

L **Install the external tray into the printer. Hook the external tray the printer's slits, and then lower the tray toward you.**

ZDJP096J

M **If the duplex unit is installed, return the duplex reversal unit to its original position. Lift slowly, until you hear a click.**

ZDJP098J
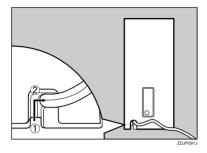
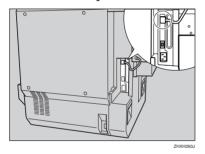N **Remove the adhesive tape from the cable of the 4-bin mailbox.**

ZDJP994J

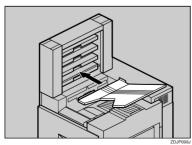**P** **Check the cable of the 4-bin mail-box is in position, as shown.**

If it is not, change its position in the direction of (①) ⇒ (②).

ZDJP091J

Q **Connect the cable from the 4-bin mailbox to the lower connector on the back of the printer.**

ZHXH260J

R **Insert four output bins in order, starting from the bottom.**

ZDJP099J

Note

❒ If you have decided to assign mail box bins to individuals and departments, write their names on the labels provided and stick them to the sides of the 4-bin mailbox.
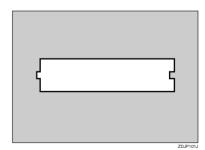
Note

❒ After finishing installation, you can check the 4-bin mailbox is installed properly: Print the configuration page from the "List/Test Print" menu. If it is installed properly, you will see "4-bin Mailbox" appear under the "Options" list.

❒ If the 4-bin mailbox is not installed properly, repeat the procedure from step **A**. If you cannot install it properly even after reinstallation, contact your sales or service representative.

Reference

p.24 "Test Printing"

S **Check for this leftover part. You will not use this.**

ZDJP101J

INDEX

MEMO

MEMO

$C \, \xi$

Declaration of Conformity

"The Product complies with the requirements of the EMC Directive 89/336/EEC and its amending directives and the Low Voltage Directive 73/23/EEC and its amending directives".

$C \, \xi \, \mathbb{O}$

Notice to Users in EEA Countries

802.11b Interface Unit TypeA(R-WL11):

This product complies with the essential requirements and provisions of Directive 1999/5/EC of the European

Parliament and of the Council of 9 March 1999 on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

This product is only for use in EEA or other authorized countries. Outdoor use of this product in Belgium, France, Germany, Italy, or the Netherlands is prohibited.

The CE Declaration of Conformity is available on the Internet at URL:

http://www.ricoh.co.jp/fax/ce_doc/.

In accordance with IEC 60417, this machine uses the following symbols for the main power switch:

❙ **means POWER ON.**

○ **means POWER OFF.**

⏻ **means STAND-BY**

RICOH COMPANY, LTD.
15-5, Minami Aoyama 1-chome,
Minato-ku, Tokyo 107-8544, Japan
Phone: +81-(0)3-3479-3111

Aficio™ CL7000

Setup Guide

◼ Overseas Affiliates

U.S.A.
RICOH CORPORATION
5 Dedrick Place
West Caldwell, New Jersey 07006
Phone: +1-973-882-2000

The Netherlands
RICOH EUROPE B.V.
Groenelaan 3, 1186 AA, Amstelveen
Phone: +31-(0)20-5474111

United Kingdom
RICOH UK LTD.
Ricoh House,
1 Plane Tree Crescent, Feltham,
Middlesex, TW13 7HG
Phone: +44-(0)20-8261-4000

Germany
RICOH DEUTSCHLAND GmbH
Mergenthalerallee 38-40,
65760 Eschborn
Phone: +49-(0)6196-9060

France
RICOH FRANCE S.A.
383, Avenue du Général de Gaulle
BP 307-92143 Clamart Cedex
Phone: +33-(0)-821-01-74-26

Spain
RICOH ESPAÑA S.A.
Avda. Litoral Mar, 12-14,
Blue Building, Marina Village,
08005 Barcelona
Phone: +34-(0)93-295-7600

Italy
RICOH ITALIA SpA
Via della Metallurgia 12,
37139 Verona
Phone: +39-045-8181500

Hong Kong
RICOH HONG KONG LTD.
21/F., Tai Yau Building,
181, Johnston Road,
Wan Chai, Hong Kong
Phone: +852-2862-2888

Singapore
RICOH ASIA PACIFIC PTE.LTD.
260 Orchard Road,
#15-01/02 The Heeren,
Singapore 238855
Phone: +65-6830-5888

Model number: Aficio CL7000
Printed in The Netherlands
GB (GB) G080-6523